TOWN OF NEWTOWN, CONNECTICUT

BUDGET SUMMARY2013 – 2014

LEGISLATIVE COUNCIL

ADOPTED

MAY 22, 2013 (AFTER 2ND REFERENDUM)

TABLE OF CONTENTS

Introduction

A Reader's Guide to the Budget ……. 8

Town Organizational Values ……. 10

Major Public Policies ……. 11

Annual Budget Process ……. 12

Financial Organization of Accounts ……. 20

Fiscal Policy and Trends ……. 26

Budget Summaries

Adopted Budget Summary ……. 53

Calculation of Tax Levy (Mill Rate) ……. 55

Grand List of Taxable Property ……. 56

Revenue Budget Summary ……. 57

Expenditure Budget Summary ……. 58

TABLE OF CONTENTS (continued)

Budget Detail

Revenue Budget Detail ……. 61

Revenue Account Detail ……. 63

Expenditure Budget Detail – **By Function** ……. 70

General Government Function

Selectmen ……. 71

Selectmen – Other ……. 74

Human Resources ……. 79

Tax Collector ……. 81

Probate Court ……. 84

Town Clerk ……. 85

Registrars ……. 89

Assessor ……. 93

Finance ……. 96

Technology Department ……. 100

TABLE OF CONTENTS (continued)

Unemployment ……. 105

Pension Benefits ……. 106

OPEB Contribution ……. 107

Insurance ……. 108

Professional Organizations ……. 110

Legislative Council ……. 113

District Contributions ……. 115

Economic & Community Development……. 116

Sustainable Energy Committee ……. 120

Fairfield Hills Authority ……. 121

Public Safety Function

Emergency Communications ……. 126

Police ……. 132

TABLE OF CONTENTS (continued)

Canine Control ……. 145

Fire ……. 148

Emergency Management / N.U.S.A.R. ……. 159

Lake Authorities ……. 163

N.W. Safety Communication ……. 165

Emergency Medical Services ……. 166

N.W. Connecticut EMS Council ……. 168

Public Works Function

Building Department ……. 170

Highway ……. 173

Winter Maintenance ……. 183

Landfill ……. 187

Public Building Maintenance ……. 192

Car Pool ……. 198

TABLE OF CONTENTS (continued)

Health & Welfare Function

Social Services 200

Senior Services 203

Newtown Health District 207

Newtown Youth & Family Services 212

Children's Adventure Center 216

Tick Action Committee 218

Outside Agency Contributions 219

Land Use Function

Land Use Department 230

N.W. Conservation District 235

Recreation & Leisure Function

Parks & Recreation 237

Library 259

Newtown Parade Committee 265

Newtown Cultural Arts Commission 266

TABLE OF CONTENTS (continued)

Contingency

Contingency ……. 269

Debt Service

Debt Service ……. 270

Other Financing Uses

Reserve for Capital & Nonrecurring ……. 272

Town Hall Board of Managers ……. 274

Transfer Out – Capital Projects ……. 277

Education

Board of Education ……. 279

TABLE OF CONTENTS (continued)

Department Request Vs. First Selectman Proposed……. 280

Budget Adjustments 304

Board of Selectmen adjustments …….

Board of Finance adjustments …….

Legislative Council adjustments …….

Pension Trust Fund ……. 309

Medical Self Insurance Fund ……. 311

Historical Actuals Comparison Report (4 Year) ……. 316

A READER'S GUIDE TO THE BUDGET

This budget document is designed to serve as a policy document, a financial plan, an operations guide and a communication device. It is organized by function by department. The general fund is the only fund that has a legally adopted budget. The Financial Organization of Accounts section (page 20) describes the other various funds that comprise the financial operations of the town.

The **Fiscal Policy and Trends** section provides information on the major highlights and fiscal policies of the General Fund budget. Trends and influences that affect the policy decisions regarding spending and taxation are discussed.

The **Budget Summaries** section summarizes financial and other information, providing an overview of the budget. Included in this section are summaries of revenue by type and summaries of expenditures by function by department as well as the calculation to arrive at the mill rate and the summary grand list of taxable property used.

The **Budget Detail** section starts with the revenue estimates detail by account. Each revenue account has a description and a justification for the estimate. The expenditure detail is organized by function (General Government; Public Safety; Public Works; Health & Welfare; Land Use; Recreation & Leisure; Contingency; Debt Service; Other Financing Uses and Education) then by department. Most department sections comprise a Mission Statement, Budget Highlights, a Department Budget Summary, Account Detail and Performance Measures & Indicators. In the budget highlights section, the percent increases compare 2013-14 proposed budget requests to 2012-13 amended budget. The 2012-13 estimates column represents the estimated total expenditures at the end of fiscal year 2012-13.

The **Department Request vs. Selectman Proposed** section reconciles the changes in the budget item the department originally submitted to the Selectman with what appears in the Selectman proposed column on the expenditure budget summary and budget detail sheets.

The **Budget Adjustments** section details the actions taken on the budget at the budget sessions of the Board of Selectmen, the Board of Finance and the Legislative Council.

The **Historical Actual Comparison Report** section comprises a report from the financial accounting system which shows each department's expenditures (by account) for the last three fiscal years and the current fiscal years actual expenditures to date and amended budget. This report is included for the reader to make year to year comparisons by account.

The **Pension Trust** section gives additional information on the pension benefits.

The **Medical Self Insurance Fund** section gives additional information on the Medical Self Insurance Fund.

TOWN ORGANIZATIONAL VALUES

The Town of Newtown is dedicated to providing quality services in a cost effective manner. This commitment to quality depends upon a dedicated partnership between residents, elected officials and the employees of the Town.

The Town of Newtown has expectations and values shared by all to ensure organizational excellence and quality service. They are:

Getting Close to our Residents and Businesses (Customers)

We encourage and promote communications by our employees with residents and businesses by ensuring friendly, courteous and responsive services. We further encourage resident participation in the review and development of all Town services.

Committing to the Highest Ideals of Professionalism and Integrity

We are committed to upholding the highest ideals of professionalism and integrity in performing our responsibilities. We will strive to promote an awareness and understanding of Town programs and services to residents.

Improving Relations among all Employees

We are committed to promoting the well being of employees though professional development, skill building programs, work safety programs and open lines of communication.

Using the Appropriate Technology

We recognize that in order to continue to deliver quality services we must be committed to incorporating appropriate technological advancements into our delivery of services.

Committing to Long Range Planning

We are committed to a proactive approach to the issues and challenges confronting the Town. We will utilize forecasting models and other tools to help ensure that the Town will anticipate events and make informed decisions that will help shape the future.

MAJOR PUBLIC POLICIES

Newtown must continually position itself to meet the challenges that lie ahead. The public policies below form the basis of public actions.

1. Newtown must be a safe and secure place in which to live and do business.

2. Newtown must be a community that actively supports and promotes recreational, cultural, and social opportunities for all citizens.

3. Newtown's physical appearance must be the best it can be. This includes roads, sidewalks, and other parts of the rights of way in residential and commercial areas and the strict enforcement of public safety, zoning, housing, environmental and health codes to prevent the appearance of neglect or unsafe conditions.

4. Newtown schools must continue to pursue excellence while being focused on efficiencies and economies.

5. Newtown must provide superior customer service. The Town will commit itself to continuous improvement to achieve this.

6. Newtown will incorporate the market forces of competition while being mindful of the need to maintain public accountability.

TOWN OF NEWTOWN'S ANNUAL BUDGET PROCESS

The Initial Budget Process

Each October the Town department heads are given instructions and budget forms to complete (except for salary and employee benefit accounts, they are completed by the Finance department). Towards the end of November the completed budget forms are given back to the Finance Director. If the department has a board or commission it reports to, the department budgets are approved by the board or commission before being handed back to the Finance Director. During January the departments meet with the First Selectman and the Finance Director to review their budgets and make any necessary adjustments. After adjustments the budget becomes the First Selectman's Proposed Budget. This becomes the first budget column in the expenditure budget summary and detail sheets. The department budget requests and any adjustments that were made to them are shown in the "Department Request vs. First Selectman Proposed" section starting on page 267. A budget document is then assembled by the Finance Director. The budget process is now guided by the Charter.

Budget Process Guided by Town Charter

The Town of Newtown's fiscal year begins on July 1st and ends on June 30th. The budget cycle is determined by the requirements outlined in the Town Charter, Chapter 6, as follows:

6-10 THE ANNUAL BUDGET PROCESS

6-11 PREPARATION OF THE ANNUAL BUDGET

(a) At such time and in such manner as the Board of Selectmen may require, not later than February 1st, every department supported wholly or in part by Town revenues, or for which a specific Town appropriation is or may be made, except the Board of Education, shall present to the Board of Selectmen an itemized estimate of the expenditures to be made by such departments and all revenue other than Town appropriations to be received by it for its use during the next ensuing fiscal year. The estimates shall be accompanied by such other reports and information as the Board of Selectmen may require. The Board of Selectmen shall then revise the estimates as it deems desirable and prepare a proposed general government Town budget for all such departments for submission to the Board of Finance.

(b) Not later than February 14th, in such form and with such supporting data as the Board of Finance shall require, (1) the Board of Selectmen shall submit to the Board of Finance an itemized estimate of the proposed general government Town budget, other than for schools and education, during the next ensuing fiscal year; and (2) the Board of Education shall submit to the Board of Finance and itemized estimate of expenditures proposed for the maintenance of Town public schools and an itemized estimate of all revenue other than Town appropriations to be received by the Board of Education for its use during the next ensuing fiscal year.

(c) Prior to the final adoption of the budget by the Legislative Council, the Board of Selectmen and the Board of Education may amend the budgets originally submitted to the Board of Finance. Such amended item or items, if approved by the Board of Finance, shall be considered part of the original budgets and be submitted to the Legislative Council for approval subject to the provisions of Section 6-13.

6-12 DUTIES OF THE BOARD OF FINANCE

(a) The Board of Finance shall conduct a public hearing not later than the first Wednesday in March on the budgets proposed by the Board of Selectmen and the Board of Education and at said meeting or any adjournment thereof it shall hear all electors or taxpayers who may desire to be heard relative to the proposed budget.

(b) The Board of Finance shall, not later than five (5) days prior to the hearing provided in Section 6-12 (a), cause to be published in a newspaper having a substantial circulation in the Town the budget proposed by (1) the Board of Selectman including parallel columns, for each item, the sum budgeted for the current fiscal year, the sum expended for the prior fiscal year and the sum proposed by the Board of Selectmen; (2) the Board of Education including in parallel columns, for each item, the sum budgeted for the current fiscal year and the sum expended for the prior fiscal year and the sum proposed by the Board of Education; and (3) the estimated tax rate to the extent possible.

(c) The Board of Finance shall hold working sessions and shall revise the estimates as it deems desirable and prepare a recommended Town budget, which shall be a complete financial plan for the current operations of the Town and its agencies for the next ensuing fiscal year. It shall contain at least the following:

(1) A simple, clear, general summary of the contents of the budget, showing estimated revenues and total appropriations equal in amount;

(2) The proposed expenditures in detail including provisions for any audited cash deficit for the prior fiscal year, for debt service requirements, and for all other expenditures for the next ensuing fiscal year, including an appropriation for contingencies to be met from current revenues. All proposed expenditures shall be classified in such manner as the Board of Finance deems desirable;

(3) Miscellaneous revenues and the amount required from taxes. The estimated miscellaneous and tax revenues shall be the amounts expected to be received in cash during the next ensuing fiscal year.

(4) An itemized comparative statement by classification of all actual expenditures and receipts during the last completed fiscal year and the budget appropriations for the current fiscal year as revised to a recent specified date, together with estimated revenues for the current fiscal year.

(d) The Board of Finance shall consider the budgets proposed by the Board of Selectmen and Board of Education and shall act upon said proposed budgets. It shall:

(1) Make such changes in any estimates or appropriations contained in the proposed budgets as it shall deem proper; and/or

(2) Add appropriations or receipt items not contained in the proposed budgets.

(e) The Board of Finance shall, in any event, not later than March 14th submit to the Legislative Council its recommended budget for the next fiscal year.

6-13 DUTIES OF THE LEGISLATIVE COUNCIL

(a) Upon receipt of the budget recommended by the Board of Finance for the ensuing fiscal year, the Legislative Council shall cause sufficient copies thereof to be made available for general distribution in the office of the Town Clerk and shall hold a public hearing thereon not later than the last Wednesday in March each year. At least five (5) days prior to said hearing, the Legislative Council shall cause to be published, in a newspaper having a substantial circulation in the Town, a notice of the public hearing together with a summary of the budget recommended by the Board of Finance showing proposed expenditures, anticipated revenues by major sources, and the amount of revenue to be raised.

(1) The Legislative Council shall consider the budget recommended by the Board of Finance and shall adopt a budget no later than the second Wednesday in April.

(2) If the Legislative Council shall not have adopted a budget on or prior to said date, then the budget recommended by the Board of Finance shall be deemed to have finally been adopted by the Legislative Council as of said date.

(b) The Legislative Council shall have the following powers with respect to any item in the budget recommended by the Board of Finance:

(1) It shall have the power to reduce any item in the budget recommended by the Board of Finance by a majority vote of the Legislative Council of at least six (6) affirmative votes; and

(2) It may also increase any item in said budget or add items to said budget only on a two-thirds affirmative vote of the entire membership of the Legislative Council provided, however, that items may be added by the Legislative Council only to the extent

that such items were included in the budgets proposed by the Board of Selectmen and the Board of Education and provided further that any increase in said budget shall not be in excess of the amount for said item in the budgets proposed by the Board of Selectmen and the Board of Education.

(c) If the Board of Finance shall fail to act, as set forth in Section 6-12, on the budgets proposed by the Board of Selectmen and the Board of Education or shall have failed to submit a recommended budget to the Legislative Council within the timeframe as set forth in Section 6-12 (e), then the budgets proposed to the Board of Finance by the Board of Selectmen and the Board of Education shall be considered by the Legislative Council. The Legislative Council shall hold a public hearing on the budgets proposed by the Board of Selectmen and the Board of Education after giving notice, all as set forth in Section 6-13 (a). The Legislative Council shall have, when considering and acting upon the budgets proposed by the Board of Selectmen and Board of Education the same powers granted to the Board of Finance under the provisions of Section 6-12 (d), and shall exercise said powers by a majority of at least six (6) affirmative votes.

6-14 ANNUAL BUDGET REFERENDUM

(a) The proposed Town budget shall be submitted for adoption at the Annual Budget Referendum to be held on the fourth Tuesday of April between the hours of 6:00 A.M. and 8:00 P.M. Notice of the Annual Budget Referendum and any subsequent Referenda, as may be needed and the proposed budget, together with the mil rate estimated to be necessary to fund the proposed budget, shall be filed by the Legislative Council with the Town Clerk and published in a newspaper having a substantial circulation in the Town at least five (5) days prior to the Annual Budget Referendum. At the Annual Town Budget Referendum, the proposed budget shall be voted on in two parts; one for the Board of Selectmen budget, and one for the Board of Education budget. The proposed budgets shall be approved individually by a majority of those voting who are lawfully entitled to vote.

In the event one budget fails and one is approved, the budget which passes shall be considered adopted. Any failed budget or budgets shall be resubmitted to those voters who are lawfully entitled to vote at successive referenda until passed by a majority of those voting in accordance with the provisions of paragraph 6-14(b) below. The questions on the Annual Town Budget Referendum ballot shall be as follows:

Shall the sum of $_____ be appropriated as the budget for the Board of Selectmen for the fiscal year?

Shall the sum of $_____ be appropriated for the budget for the Board of Education for the fiscal year?

The Annual Town Budget Referendum ballots shall include two advisory questions as follows:

Do you deem the proposed sum of $_____ to be appropriated for the Board of Selectmen as "too low"?

Yes _____

No _____

Do you deem the proposed sum of $_____ to be appropriated for the Board of Education as "too low"?

Yes _____

No _____

(b) Failure to Adopt

A failed budget or failed budgets as the case may be, as provided in Paragraph 6-14(a) above, shall be submitted to the voters by means of successive Referenda until adopted, as set forth in Paragraph 6-14(a) above. The ballot for each successive Referenda shall include the advisory question(s).

Calendar for Fiscal Year 2013 – 2014 Budget Process

October 8, 2012	Departments receive budget forms and guidelines.
November 30, 2012	Completed budget forms delivered to the Finance Director.
January 2013	Departments meet with Board of Selectmen.
February 11, 2013	Board of Selectmen submit proposed budget to the Board of Finance (no later than the 14th per Charter).
February 21, 2013	Board of Finance holds a public hearing on the Board of Selectmen and Board of Education proposed budgets (No later than March 7th; publish 5 days prior to hearing: 2/15/2013; per Charter).
March 13, 2013	Board of Finance submit budget to the Legislative Council (no later than March 14th per the Charter).
March 27, 2013	Legislative Council holds a public hearing on the Board of Finance recommended budget (no later than March 28th; publish 5 days prior to hearing: 3/22/2013; per Charter).
April 03, 2013	Legislative Council adopts budget.
April 23, 2013	The Annual Budget Referendum (publish 4/12/2013)

Budget Amendment Process

Per the Town Charter, section 6-30 & section 6-70, the Town may amend the budget at any time during the fiscal year:

6-30 SPECIAL AND EMERGENCY APPROPRIATIONS

(a) Definitions

A "Special Appropriation" is any request for an appropriation of funds that is made during a fiscal year for which an annual budget has been adopted without such funds being appropriated. An "Emergency Appropriation" is a special appropriation required for any purpose arising from some unforeseen or unusual or extraordinary event, such as the destruction of public property by fire, flood, or such other calamity, or from the necessity of erecting, altering or repairing public buildings, bridges, structures or other public works, or from some unusual demand made upon the Town by the State; such emergency shall be found to exist by the affirmative vote of two thirds of the entire authorized membership of the Legislative Council.

(b) Initiation.

A request for a special or emergency appropriation may be initiated by the First Selectman with the approval of the Board of Selectmen, a Town department head or the Legislative Council. The request shall include an estimate of the funds required, the reasons therefore, and a proposed method of financing. Methods of financing include, without limitation, issuing notes or bonds of the Town or laying a special tax on the Grand List last completed.

(c) Action by the Legislative Council

The Legislative Council shall consider any request for a special or emergency appropriation, provided such request is properly noticed and appears on the agenda of a regular or special meeting of the Legislative Council. Special appropriations, shall be accompanied by a recommendation of the Board of Finance concerning whether or not such appropriation should be made, provided, however the Legislative Council may act on a request for a special appropriation without a recommendation from the Board of Finance if the Board of Finance has failed to provide such recommendation within 30 days of the appearance of the special appropriation on the agenda of the Council meeting. The Legislative Council shall act upon requests for special and emergency appropriations that do not exceed the limits of the Legislative Council's authority as set forth in Section 7-80 of this Charter. The Legislative Council shall determine the method of financing for such special or emergency appropriation. The Legislative Council may recommend to a Town Meeting requests for special or emergency appropriations that exceed the Legislative Council's authority. The Legislative Council shall recommend to a Town Referendum all special

and emergency appropriations which equal or exceed 10 million dollars. In such case, the Legislative Council shall recommend a method of financing the special or emergency appropriation that shall be included by the Board of Selectman in the warning of the special Town Meeting or referendum. When, in the opinion of the Legislative Council, a special or emergency appropriation requires a larger expenditure of money than can reasonably be raised by taxation in a single year, the Legislative Council may provide or may recommend to a special Town Meeting a method of financing such expenditures over a period of years through the issuance of bonds or notes of the Town.

6-70 TRANSFERS

(a) During the first 335 days of any fiscal year, the First Selectman and Financial Director may transfer unexpended and unencumbered balances of any appropriations within a department to another appropriation for the same department, which shall not exceed the sum of $50,000.00. All transfers within a department that exceed the sum of $50,000.00 shall require the approval of the Board of Finance.

Upon the request of the Board of Selectman, the Board of Finance may transfer any unencumbered appropriation, balance or portion thereof from one department to another, which shall not exceed the sum of $200,000.00. When transfers between departments are proposed which exceed $200,000.00, the proposed transfers require a recommendation by the Board of Finance and the approval of the Legislative Council. The Legislative Council shall not consider such proposed transfers unless accompanied by a recommendation from the Board of Finance or unless the Board of Finance shall have failed to make such a recommendation within fifteen (15) days after notification by the First Selectman of the action taken by the Board of Selectmen. All appropriations or transfers from a contingency fund require a recommendation by the Board of Finance and the approval of the Legislative Council.

(b) During the remainder of any fiscal year, upon request of Town departments, the Board of Finance shall have the power to transfer, without limitation, the unexpended and unencumbered balances of any appropriation for one department to an appropriation for another department with the approval of the Legislative Council.

TOWN FINANCIAL ORGANIZATION OF ACCOUNTS

The financial operations of the Town of Newtown are organized into funds, each of which is accounted for as a separate accounting entity. The funds used by the Town are outlined below, by fund type. The only fund that has a legally adopted budget is the general fund. The department responsible for the fund is in parentheses (after the fund name).

FUND TYPE – GOVERNMENTAL FUNDS

Governmental funds are those through which most governmental functions typically are financed. There are four types of governmental funds: the General Fund, Special Revenue Funds, Capital Project Funds and Permanent Funds.

General Fund – the primary operating fund of the Town. This fund is used to account for all activities of the Town, except those required to be accounted for in another fund. The General Fund accounts for the normal recurring services and activities of the Town (i.e. general government, public safety, public works, health & welfare, recreation & leisure, education, etc.). These services and activities are funded principally by property taxes, user fees and grants from other governmental units.

Special Revenue Funds – Accounts for revenues derived from specific sources that are legally restricted to finance specific activities. The Town's special revenue funds are as follows:

Adult Education (Education) – to account for tuition fees received from individuals attending night classes at the high school. Tuition fees offset the cost of teaching and instructional materials.

Cemetery Fund (Finance) – to account for donations which are used for the perpetual care of Taunton, Sandy Hook and Botsford cemeteries.

Cultural Arts (Newtown Cultural Arts Commission) – to account for cultural arts program fees. These fees pay for the cultural arts programs of the Cultural Arts Commission.

Daycare Program (Children's Adventure Center) – to account for funds received from the Federal government to provide a sub recipient grant to the Children's Adventure Center and food for the Daycare program.

Dog License (Police) – a fund created pursuant to Connecticut State Statutes to account for the sale of dog tags and the expenditures of the dog warden.

Edmond Town Hall (ETH Board of Managers) – to account for the operations of the Edmond Town Hall. Financing is provided by movie theater fees and other fees received for the use of the facility. The Town also makes a contribution.

Organization of Accounts – continued-

Education Grants (Education) – to account for funds received from the State and Federal governments for education activities. Private grants are also received.

Eichler's Cove Marina (Parks & Recreation) – to account for operations of Eichler's Cove Marina on Lake Zoar. Operations are funded by fees.

Fairfield Hills Authority (FHA) – to account for lease proceeds and common charges collected on the Fairfield Hills Campus. Funds are used for the maintenance of the common areas and other expenditures relating to the Fairfield Hills Campus.

Historic Documents (Town Clerk) – to account for fees received for each document recorded in the land records to be retained by the Town Clerk for the preservation and management of historic documents in accordance with State Statute Sec. 7-34a (d) & (e).

Law Enforcement Fund (Police) – to account for funds received from the State and Federal governments for police related activities (drug enforcement, asset forfeiture, etc).

Miscellaneous Grants (various) – to account for various reimbursement grants.

Police Private Duty (Police) – to account for police private duty services. Private duty is function of the police department where officers provide security, traffic control and oversight (after their normal work hours). A private job is billed to the customer who requires police presence and the officer serving is paid from these collections.

School Custodial (Education) – to account for fees received for the use of school facilities by outside organizations. The proceeds are used to pay for custodial service, security, audio visual services, utilities and certain incremental building maintenance costs.

School Lunch Program (Education) – to account for the operation of the public school lunch program. Funding is provided from the sale of food, Federal and State grants and USDA donated commodities.

Septage Management Ordinance (Sewer) – a fund created by ordinance to account for funds received for the purpose of self-insuring the Town against any liability caused by the discharge of prohibited material collected in Newtown and delivered to the Danbury sewage system by pumpers licensed in Newtown.

Small Cities Program (Economic & Community Development) – to record the activity under the Small Cities Community Block Grant Program.

Organization of Accounts – continued-

Town Gift Fund (various departments) – to account for funds received for specific gift purposes.

Town Recreation Fund (Parks & Recreation/Senior Center) – to account for various programs offered by the Parks & Recreation Commission, the Commission on Aging and the operations of the Teen Center for which financing is provided by individuals attending programs.

Capital Project Fund - account for all financial resources used for the acquisition or construction of major capital projects (not being financed by proprietary funds i.e. Water & Sewer Funds).

Capital Projects (various) – to account for bond proceeds and grants and other resources used for the acquisition or construction of major capital projects.

Capital Non-Recurring Fund (various) - to account for funds transferred from the general fund for future capital purchases and improvements ("pay as you go" as opposed to bonding).

Debt Service Fund- to account for the accumulation of resources for, and the payment of long-term debt principal, interest and related costs or other long-term liabilities.

Permanent Funds – used to report resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the reporting government's programs.

Edmond Town Hall Endowment (ETH Board of Managers) – to account for the investments left in trust by Mary E. Hawley for the care and maintenance of Edmond Town Hall.

Hawley School Trust (Education) – to account for the investment of funds left in trust by Mary E. Hawley for the care and maintenance of Hawley School.

Newtown Flagpole Fund (Selectman) – to account for the investment of funds left in trust by Alida Pennie Knotts for the care and maintenance of the Newtown flagpole.

Organization of Accounts – continued-

PROPRIETARY FUNDS

Proprietary funds are used to account for activities that are similar to those found in the private sector. These funds are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. The Town has two types of propriety funds:

(1) ENTERPRISE FUNDS

Enterprise funds account for operations that are financed in a manner similar to private business enterprises, where the intent is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily thru user charges.

Sewer Fund (Water & Sewer Authority) – to account for the activities of the Town's sewer operations.

Water Fund (Water & Sewer Authority) – to account for the activities of the Town's water operations.

(2) INTERNAL SERVICE FUNDS

Internal Service funds account for the financing of goods or services provided by one department to other departments or agencies of the Town on a cost-reimbursement basis.

BOE Dental Self Insurance Fund (Education) – same as above except it only pertains to BOE employee dental costs.

Medical Self Insurance Fund (Finance) – to account for the costs of employee medical claims, stop loss insurance and third party administration. Resources to cover these costs come from the departments and agencies whose employees have these benefits. These departments and agencies are charged an "allocation rate" (similar to a premium rate charged by insurance companies).

Organization of Accounts – continued-

FIDUCIARY FUNDS

Fiduciary funds are used to account for assets held by the Town in a trustee capacity for individuals, private organizations or other governments. The Town has two types of fiduciary funds:

(1) TRUST FUNDS

Other Post Employment Benefits Trust Fund (OPEB Board) – this trust fund accounts for assets held for police retiree medical benefits.

Pension Trust Fund (Pension Board) – the Town has three pension plans covering substantially all of its full time employees, except teachers who are covered by the State Teachers' Retirement Fund. The General Town and Board of Education Plan is a contributory defined benefit plan. The Police Plan is a contributory defined benefit plan. The Elected Officials Plan is a contributory defined contribution plan.

(2) AGENCY FUNDS

Agency funds are used to report resources held by the reporting government in a purely custodial capacity.

Board of Education Flex Plan (Education) – to account for employee medical savings account.

Conservation/Driveway Bonds (Finance) – to account for developers' bonds which are held to assure performance on driveway construction. Once the driveways are constructed, the bonds are released to the developers.

Performance Bonds (Finance) – to account for developers' bonds which are held to assure performance on road construction. Once the roads are constructed, the bonds are released to the developers.

Student Activities (Education) – to account for expenditures for educational extracurricular activities at the various schools. Financing is provided by individual fundraising projects.

Organization of Accounts – continued-

BASIS OF ACCOUNTING

All General and Special Revenue Funds shall be accounted for on the modified accrual basis, under which revenues shall be recognized when actually received, or accrued when the Director of Financial Services determines them to be both measurable and available, and commitments of money shall be recorded as soon as they result in contingent liabilities to be met from available appropriations. This shall not apply to interest earnings, which may be recognized on a full-accrual basis, so as not to preclude the Town from maximizing investment earnings through utilization of long-term investments transcending one (1) or more fiscal years. Enterprise and Internal Services Funds utilize a full-accrual system of accounting. The Town shall utilize a full-encumbrance system for all funds in all financial transactions of the town. Salaries and wages of Town employees chargeable against valid personal services appropriations need not be encumbered, except at the close of the fiscal year. At the close of the fiscal year, all salary commitments and related employee benefits, such as social security, group insurance, retirement contributions and other obligations, as evidenced by a valid purchase order or contract accruing to the current accounting period, shall be itemized in a reserve for encumbrances; said itemized encumbrances, at the discretion of the Director of Financial Services, may be met from the aggregate total of the reserve for encumbrances.

The budgetary basis follows the modified accrual basis of accounting except:

a. Encumbrances are recognized as a valid and proper charge against a budget appropriation in the year in which the purchase order is issued and, accordingly, encumbrances outstanding at year-end are reflected in budgetary reports as expenditures in the current year but are shown as reservations of fund balance on a GAAP basis.

b. The Town accounts for "on-behalf" contributions made by the State of Connecticut to the Connecticut State Teachers' Retirement System as revenue in accordance with GASB Statement No. 24, Accounting and Financial Reporting for Certain Grants and Other Financial Assistance. As such, General Fund revenue and expenses on a GAAP basis reflect the recognition of “on behalf contributions by the State.”

FISCAL POLICY AND TRENDS

The constrained economic climate in the world, country and the state continue to be the dominant influence on the annual operating budget. The Town has responded to the need to reduce spending with initiatives starting in fiscal year 2009 – 2010, continuing thru fiscal years 2010 – 2011, 2011-2012 and 2012 – 2013.

Union wage concessions in 2009 – 2010 resulted in 0% wage increases. The non union employees also received 0% for fiscal years 2009 – 2010 and 2010 – 2011. This resulted in an annual savings of approximately $150,000.

In 2010 – 2011 the Town switched to a self insured medical benefits plan from a premium based plan. As a result the medical benefit budget amount effectively did not increase in 2010 – 2011 (the premium base plan was due to increase at least 10%) and in 2011 – 2012 the budget amount actually decreased. The annual savings for the Town and Education plan is between $500,000 and $1,000,000.

The times were right for the refinancing of our bonds. From 2009 up till now the Town has refinanced bonds four times for a total cash savings of $2,073,000. The Town had the opportunity for one more refinancing in February 2012 with a cash savings of $1,600,000.

During the last four years eight full time positions have been eliminated at an annual savings greater than $300,000.

Opportunities to maintain programs at a lower cost have been implemented. Landscaping at the Fairfield Hills Campus has been combined with the Parks & Recreation landscaping contract resulting in a savings of $75,000. The Fairfield Hills Campus security contract administration was given to the Police department. Both these items helped eliminate the need for a campus property manager resulting in a savings of $25,000. Also Eichler's Cove management was taken over by the Town. It was managed by a private manager. This resulted in savings.

Some services were cut to obtain savings. The landfill was closed on Mondays and Parks & Recreation pool hours were reduced.

We continue to find ways to contain costs, for instance last year we put out an RFP for medical benefit administration and we also restructured some positions in Parks & Recreation and in Public Works.

FISCAL POLICY & TRENDS

TAXABLE NET GRAND LIST

A key aspect of Newtown's financial well being is the taxable net grand list. In order for Newtown to prosper the net taxable grand list has to grow consistently into the future. Growth in the net taxable grand list represents new home construction and more importantly new businesses. Growth in the net taxable grand list enables Newtown to invest in capital assets and maintain the current infrastructure (capital assets such as parks, roads, sewers, bridges, new municipal building, etc.) without having to create an extra tax burden on Newtown residents. A 1/10% increase in the net taxable grand list brings Newtown $100,000 in new taxes, taxes that current residents do not have to bare. A 1% increase in the net taxable grand list brings Newtown $1,000,000 in new taxes. In prior decades the growth in the grand list enabled Newtown to invest in capital assets without putting an extra tax burden on the residents. Due to the recent economic downturn the grand list growth has slowed down significantly and at times has declined. This has placed an extra pressure on the budget process and on capital investments the Town can make. Below is the grand list growth for the last few years:

TOWN OF NEWTOWN
NET TAXABLE GRAND LIST

LIST YEAR	FISCAL YEAR	NET ASSESSMENT *	% CHANGE	
2012	2013-14	3,032,966,615	REVAL YR	preliminary
2011	2012-13	3,950,412,514	0.66%	
2010	2011-12	3,924,524,807	0.42%	
2009	2010-11	3,908,204,114	-0.08%	
2008	2009-10	3,911,449,143	-0.04%	
2007	2008-09	3,912,900,563	REVAL YR	
2006	2007-08	3,042,109,216	1.80%	
2005	2006-07	2,988,375,396	-	

* State of CT M-13 Report

NOTE: A 1% increase in the net taxable grand list creates approximately $1,000,000 in new taxes.
A 0.1% increase (one tenth of one percent) creates approximately $100,000 in new taxes.

FISCAL POLICY & TRENDS

UNASSIGNED FUND BALANCE

Fund balance and more specifically unassigned fund balance is an important part of municipal finances. It has been a top priority of the Town to ensure that our fund balance is at an appropriate level (using best practices) which ensures financial stability and flexibility. Below is the Town's fund balance policy:

General Fund Balance Policy

Updated for GASB54 Fund Balance Reporting and Governmental Type Definitions

POLICY STATEMENT

A positive fund balance serves three important functions:

1. **Eliminates the need for short term borrowing to handle cash flow between the start of the fiscal year and receipt of revenue from taxes;**
2. **Can be periodically used to lower taxes to smooth out major fluctuations in the property tax rates;**
3. **Serves as a contingency fund that enables the Town to respond to unanticipated emergencies or opportunities.**

Credit rating agencies determine the adequacy of the unreserved fund balance using a complex series of financial evaluations. The size of the fund balance is an important, but not the only consideration in the Town's rating. Other important factors are the reliability of a government's revenue sources, economic conditions, community wealth factors, cash position, debt ratios, management performance, and fiscal decisions made by the legislative body.

A town's ability to accurately plan and develop sufficient fund balance is a common characteristic of highly rated municipalities.

This policy is intended to provide for a fund balance which satisfies the cash flow and contingency needs of the community, supports our positive bond rating with the rating agencies, and at the same time avoid over taxing the citizens through an excessively large fund balance.

FISCAL POLICY & TRENDS

UNASSIGNED FUND BALANCE - continued

GOVERNMENTAL FUND TYPE DEFINITIONS

General Fund – all funds not reported in another fund

Special Revenue Funds – Used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specific purposes other than debt and capital projects. Restricted or committed revenues are the foundation for a special revenue fund.

Capital Project Funds – Used to account for and report financial resources that are restricted, committed or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Debt Service Funds – Used to account for and report financial resources that are restricted, committed or assigned to expenditures for principal and interest, including resources being accumulated for principal and interest maturing in future years.

Permanent Funds – Used to account for and report resources that are restricted to the extent that only earnings, and not principal, may be used for purposes that support the reporting government's programs – that is for the benefit of the government or its citizenry. Permanent funds do NOT include private purpose trust funds.

FUND BALANCE DEFINITIONS

Fund Balance is the difference between the Town's current assets (cash, short-term investments, receivables) expected to be available to finance operations in the immediate future and its current liabilities.

Fund balance is initially characterized as being restricted and unrestricted.

FISCAL POLICY & TRENDS

UNASSIGNED FUND BALANCE - continued

Unrestricted Fund Balance Categories

Unassigned fund balance – Amounts that are available for any purpose as defined in this policy; these amounts are reported only in the general fund. In other governmental funds, if expenditures incurred exceeded the amounts restricted, committed or assigned it may be necessary to report a negative unassigned fund balance.

When an expenditure in incurred for purposes for which committed, assigned, or unassigned amounts are available, the Town considers the fund balance to be spent in the following order: committed, assigned, and then unassigned.

Unrestricted Fund Balance is the Total Fund Balance minus the Nonspendable minus the Restricted

Restricted Fund Balance Categories ***are amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation***

Committed fund balance– Amounts constrained to specific purposes by the Town itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purposes unless the government takes the same highest-level action to remove or change the constraint.

The decision making authority for purposes of this policy is the Board of Finance.

Assigned fund balance– Amounts the Town intends to use for a specific purpose; intent can be expressed by the Town or by and official or body to which the Town delegates the authority. Appropriations of existing fund balances to future budgets are considered assigned fund balance. The Town shall not report an assignment that will result in deficit in Unassigned fund balance. Negative fund balances cannot be considered assigned.

The body authorized to assign amounts to a specific purpose for purposes of this policy is the Board of Finance.

FISCAL POLICY & TRENDS

UNASSIGNED FUND BALANCE - continued

When an expenditure in incurred for purposes for which both restricted and unrestricted fund balances are available, the Town considers the restricted fund balance amount to have been spent first until exhausted and then any available unrestricted fund balance.

Nonspendable fund balance– Amounts that cannot be spent because they are (a) not in spendable form (such as inventory, prepaid items, long term portions of notes receivables), or (b) legally or contractually required to be maintained intact (such as the corpus of an endowment fund).

GUIDELINES

The Board of Finance shall propose annual budgets that provide for an unrestricted (unassigned) general fund balance of not less than eight (8) percent nor more than twelve (12) percent of the total operating general fund expenditures.

In the event the unassigned fund balance is greater than twelve (12) percent at the end of any fiscal year, the excess may only be used in one or a combination of the following ways:

1. **Transfer such excess to the Debt Service Fund for future debt payments.**
2. **Transfer such excess to the Capital or Nonrecurring Fund for future capital projects.**
3. **Use directly to reduce the tax rate in the subsequent year provided that care is taken to avoid a major fluctuation in the tax rate in succeeding years.**

As a general rule, unrestricted (unassigned) fund balance in the general fund should represent no less than one month of operating revenues or operating expenditures (whichever is less volatile).

The following circumstances may justify a significantly higher minimum target levels:

- **Significant volatility in operating revenues or operating expenditures;**
- **Potential drain on resources from other funds facing financial difficulties;**
- **Exposure to natural disasters (e.g. hurricanes);**
- **Reliance on a single corporate taxpayer or upon a group of corporate taxpayers in the same industry;**
- **Rapidly growing budgets; or**
- **Disparities in timing between revenue collections and expenditures.**

- **FISCAL POLICY & TRENDS**

- UNASSIGNED FUND BALANCE - continued

Annually, the Board of Finance shall monitor and modify the minimum fund balance requirements based on the aforementioned criteria.

The use of unrestricted (unassigned) fund balance will be allowed under the following circumstances:

- **Operating emergencies**
- **Unanticipated budgetary shortfalls**

If at the end of a fiscal year, the unrestricted fund balance falls below eight (8) percent the Board of Finance shall prepare and submit a plan for expenditure reductions and or revenue increases. The Board of Finance shall take action necessary to restore the unrestricted fund balance to acceptable levels determined by this policy.

This policy is subject to review on a bi-annual basis, on or before the anniversary date of its final approvals. The Board of Finance is responsible to lead the review process and shall collaborate with the Legislative Council and the Board of Selectmen in that action.

--End of General Fund Balance Policy--

FISCAL POLICY & TRENDS

UNASSIGNED FUND BALANCE – continued

Below is an analysis of the Town's general fund unassigned fund balance. In order to attain an 8% unassigned fund balance to total budget a $420,000 surplus would have to be incorporated in the 2013-14 budget.

TOWN OF NEWTOWN
UNASSIGNED FUND BALANCE ANALYSIS
FOR THE FISCAL YEAR ENDING 2006 THRU 2015

	Fiscal Year	Unassigned Fund Balance	Total Budget	Percent of Budget	Change in Fund Balance	Comments		
Actual	2005-2006	8,777,567	90,056,226	9.75%				
Actual	2006-2007	8,171,392	95,370,206	8.57%				
Actual	2007-2008	7,821,198	99,935,877	7.83%				
Actual	2008-2009	7,636,522	105,464,444	7.24%				
Actual	2009-2010	6,903,051	102,910,715	6.71%				
Actual	2010-2011	7,408,816	104,284,615	7.10%				
Actual	2011-2012	8,379,750	105,555,075	7.94%	970,934	Due to refinancing & bond premium		
Forecasted	2012-2013	8,479,750	106,246,838	7.98%	100,000	budgeted surplus		
Forecasted	2013-2014	8,779,750	109,949,825	7.99%	300,000	estimated amount		(what if?)
Forecasted	2014-2015	9,179,750	112,698,571	8.15%	400,000	using assumed 2.5% budget increase		(what if?)

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FISCAL POLICY & TRENDS

REVENUE TYPE	2012 - 2013 ADOPTED BUDGET	2013 - 2014 ADOPTED BUDGET	Increase / (Decrease)	Percent Change
PROPERTY TAXES	96,248,905	99,923,100	3,674,195	3.82%
INTERGOVERNMENTAL	7,572,970	7,704,437	131,467	1.74%
CHARGES FOR SERVICES	1,948,613	1,945,938	(2,675)	-0.14%
INVESTMENT INCOME	250,000	150,000	(100,000)	-40.00%
OTHER REVENUES	104,350	104,350	-	0.00%
OTHER FINANCING SOURCES	122,000	122,000	-	0.00%
TOTAL REVENUES & OTHER RESOURCES	106,246,838	109,949,825	3,702,986	3.49%

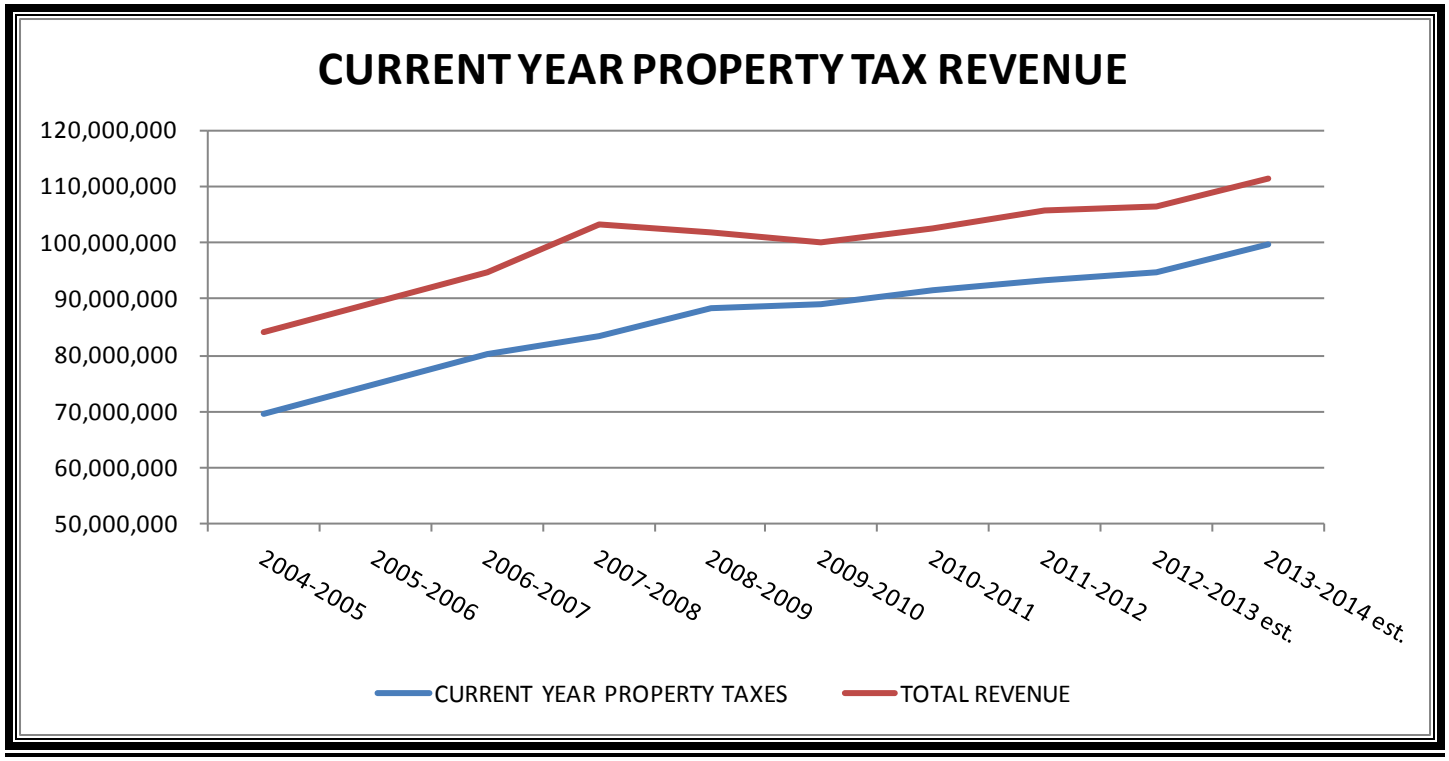
Property Taxes

Approximately 89% of the general fund budget is financed by current year property tax revenue. This is up from 85% experienced in the 2006-2007 budget. The increasing role of property taxes in funding the general budget is due to reductions in "other" revenue. Intergovernmental revenues (mainly revenues from the State) have been gradually decreasing, as have 'local' revenues tied to the economy, such as town clerk conveyance fees; building permit fees and interest from investments. See the following graph: the closer the two lines come, the higher the percent of current year taxes to total revenues.
Increases in property tax revenue are created by the growth in the Town's taxable grand list (taxable property) and increases to the tax rate (mill rate).

The successful collection of current year property taxes is important in determining property tax revenues. The Town historically collects over 99% of the current year taxes levied. The Town has assumed a 99.0% collection rate, for current taxes, for fiscal year 2013-2014. A one-tenth change in the collection rate estimate equates to $100,000 (rounded) in tax revenue (see page 55 for the calculation of the mill rate).

The Board of Finance has added $420,000 to contingency for school security. If a grant is received and the contingency amount is left unspent, it will increase the unassigned general fund balance by the same amount. This was done in order to get the unassigned fund balance to 8% of total budget which is the minimum balance required per the Town's fund balance policy. Per the last Moody's rating report "…the Town's ability to stabilize its reserve position at levels consistent with its current rating category will be an important consideration in future rating reviews…"

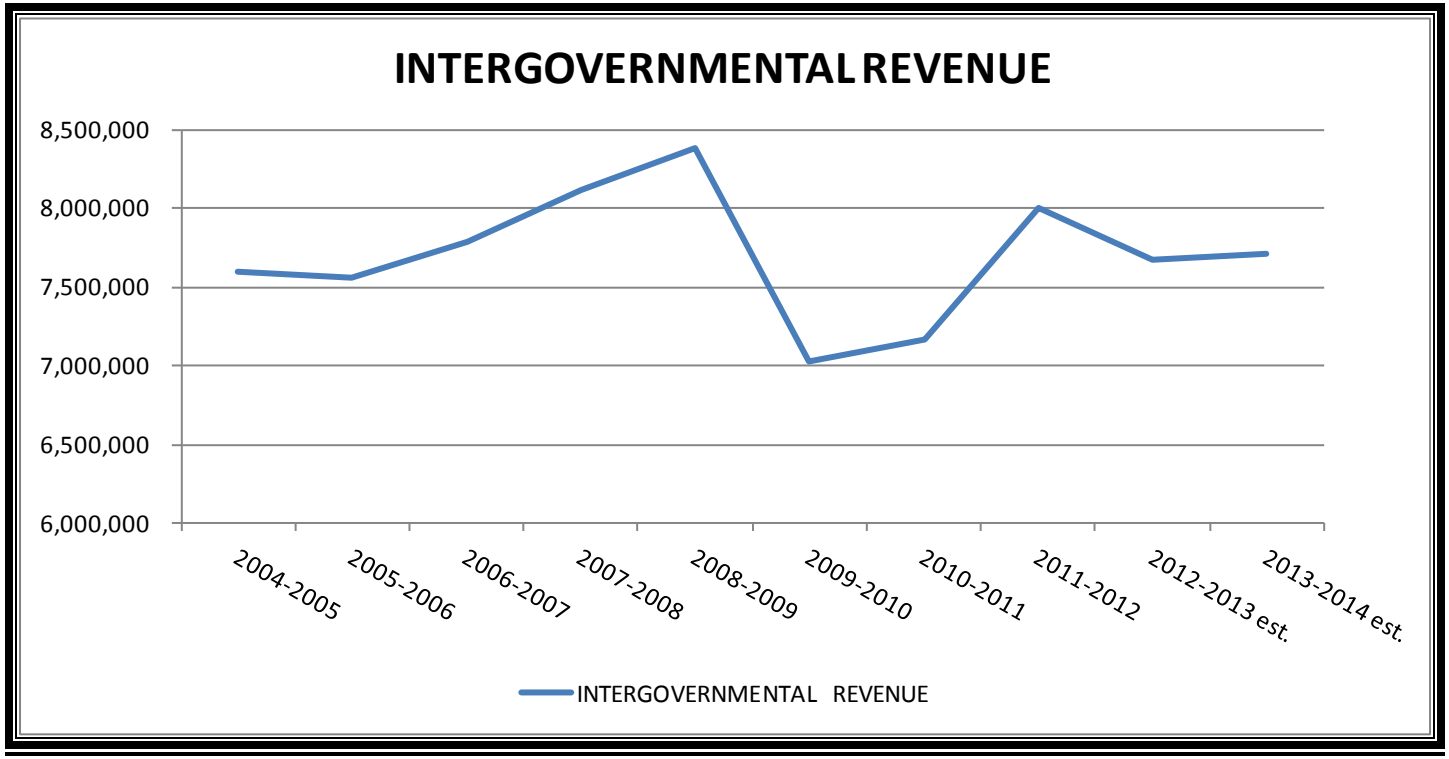
FISCAL POLICY & TRENDS



FISCAL POLICY & TRENDS

Intergovernmental Revenue

Intergovernmental revenue estimates are taken from the latest "Estimates of State Formula Aid to Municipalities" prepared by the (State) Office of Policy and Management (OPM WEBSITE). The State General Assembly can and has changed these estimates over the years. These changes are typically after the Town budget has been adopted. From the chart below you can see that intergovernmental revenue has been gradually decreasing over the years. A sharper decline is evident in 2009-2010 when the economic down turn occurred. The peak in the 2011-2012 estimated actual is due to a onetime grant for education.



FISCAL POLICY & TRENDS

Equalized Cost Sharing Grant(ECS grant):

State aid for education has been essentially flat for the past three years, while local costs have gone up. Connecticut's towns and cities are still waiting for the State to fulfill the promises it made in the late 1980s when the Equalized Cost Sharing (ECS) grant began and the State Board of Education set out its 50-50 goal: (To) "increase state aid for education so that the state will pay at least 50 percent of the total statewide expenditures." Newtown's ECS grant in 2003-2004 represented 7.4% of the total education budget; in 2011-2012 it represented 6.3% of the total education budget. This grant has increased due to the elimination of the Payment In Lieu of Tax grant, Mashantucket, Pequot Fund Grant and the Manufacturing grant. The estimate for 2013-2014 is 5,233,858. This may change as the State budget process moves on.

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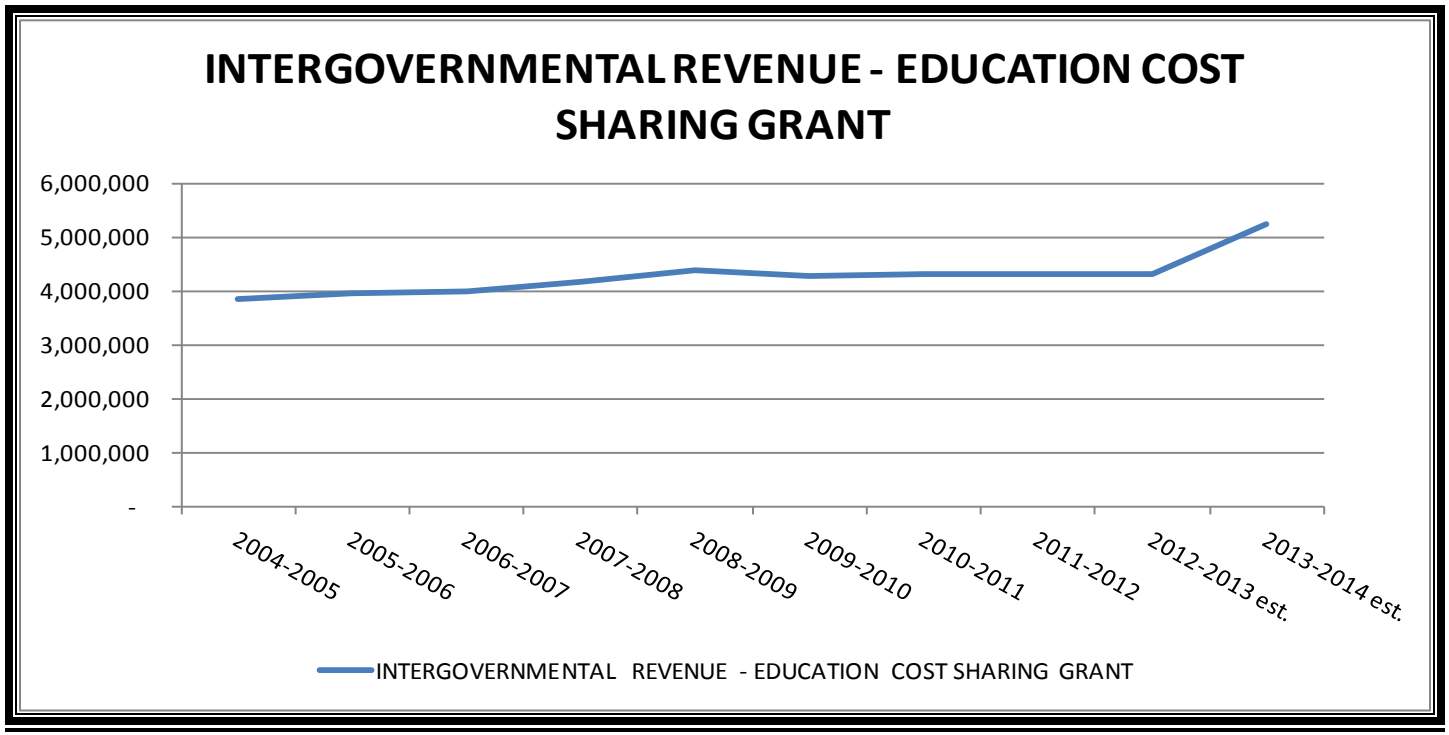
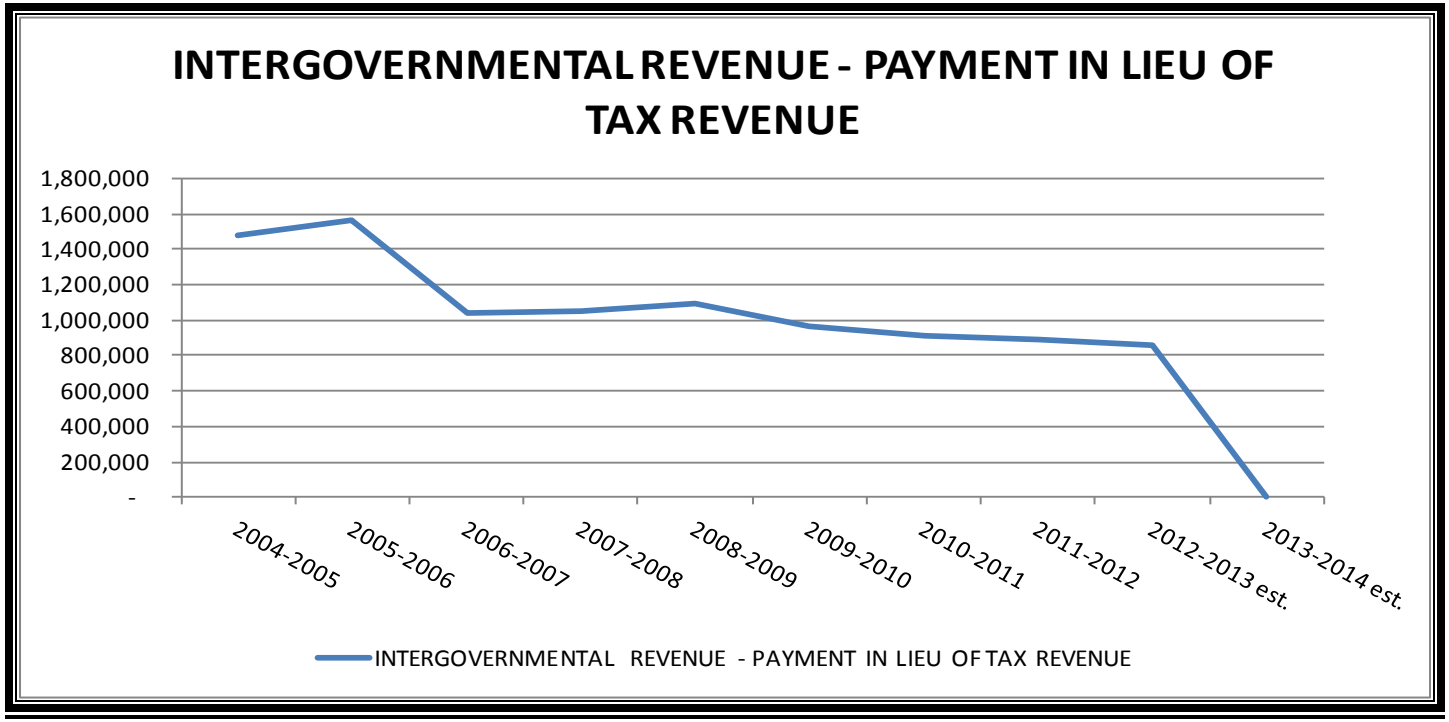


FISCAL POLICY & TRENDS

Payment in Lieu of Tax Revenue

The Office of Policy and Management administers this PILOT program pursuant to CGS §12-19a, §12-19b, §12-19c, §4b-39 and §32-666. This program provides payments for real property tax losses due to exemptions applicable to state-owned real property, certain real property that is the subject of a state lease or long-term financing contract, municipally-owned airports and certain land held in trust by the federal government.

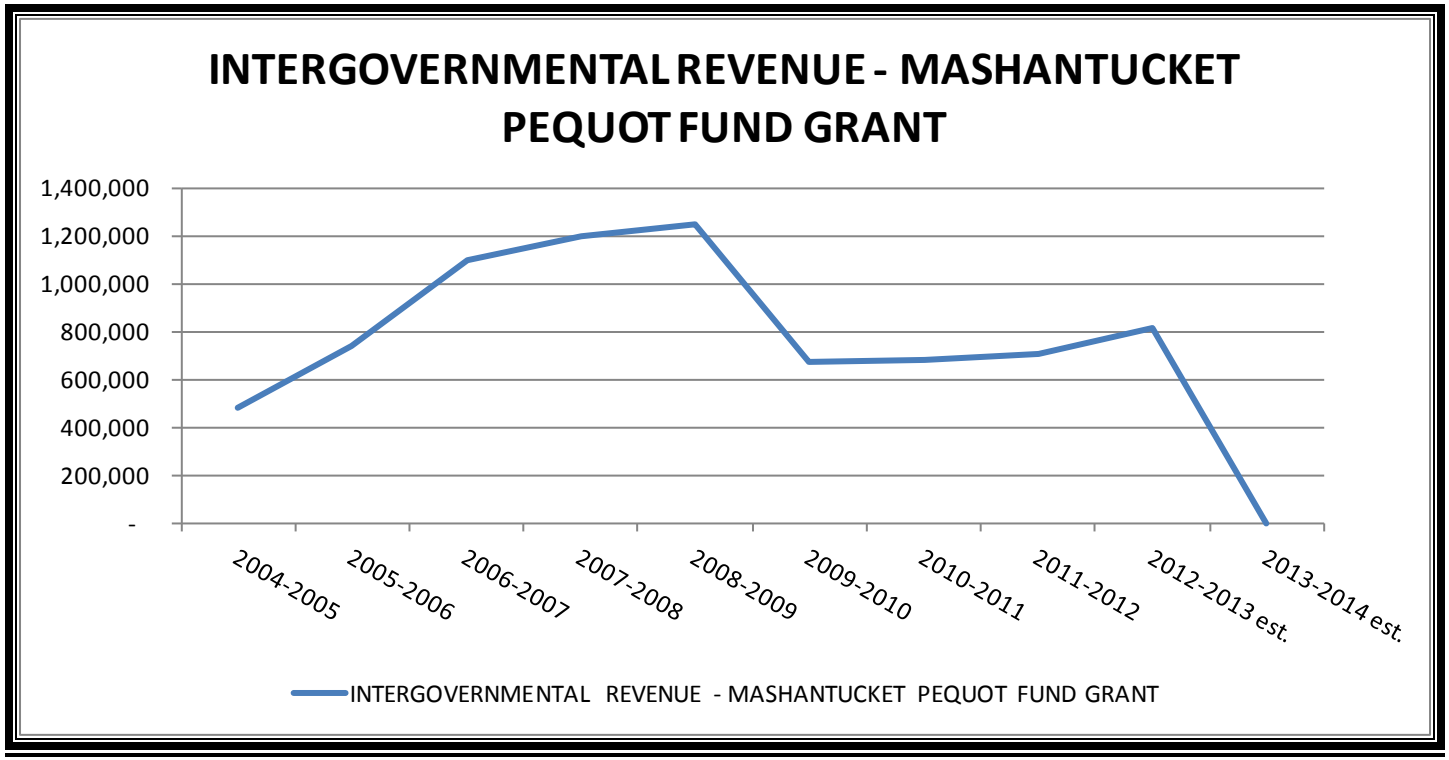
As can be seen from the chart below, this State grant has been decreasing over the years. The estimate for 2013-2014 is -0-. This grant has been eliminated and the ECS, LOCIP and Town Aid Road grants has been increased. This may change as the State budget process moves on.



FISCAL POLICY & TRENDS

Mashantucket, Pequot Fund Grant:

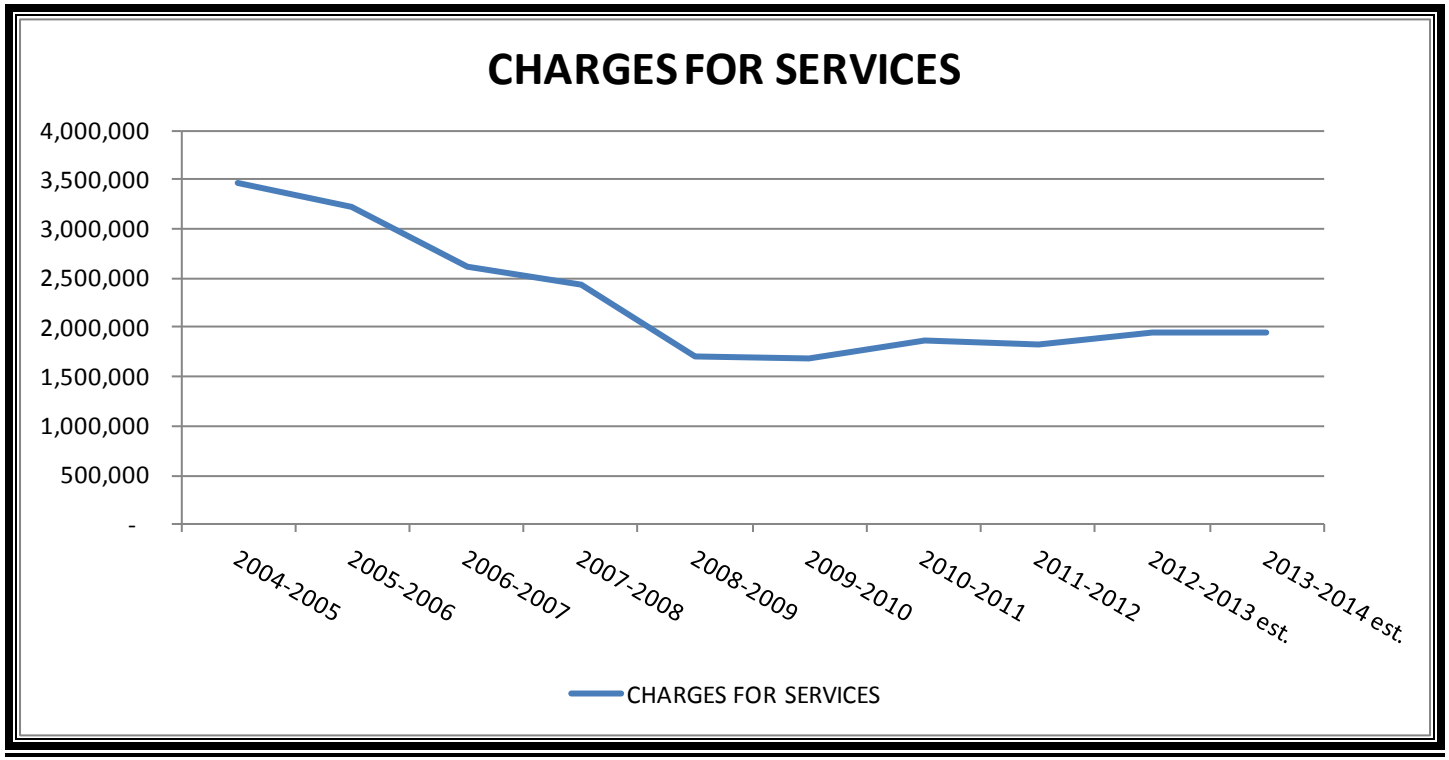
The Office of Policy and Management administers this program under which payments from the proceeds of the Mashantucket Pequot and Mohegan Fund are determined pursuant to CGS §3-55i, §3-55j, and §3-55k, and Section 96 of Public Act 06-187, which is not codified but remains in effect. This grant has been reduced substantially since the economic down turn. The estimate for 2013-2014 is -0-. This grant has been eliminated and the ECS, LOCIP and Town Aid Road grants has been increased. This may change as the State budget process moves on.



FISCAL POLICY & TRENDS

Charges for Services

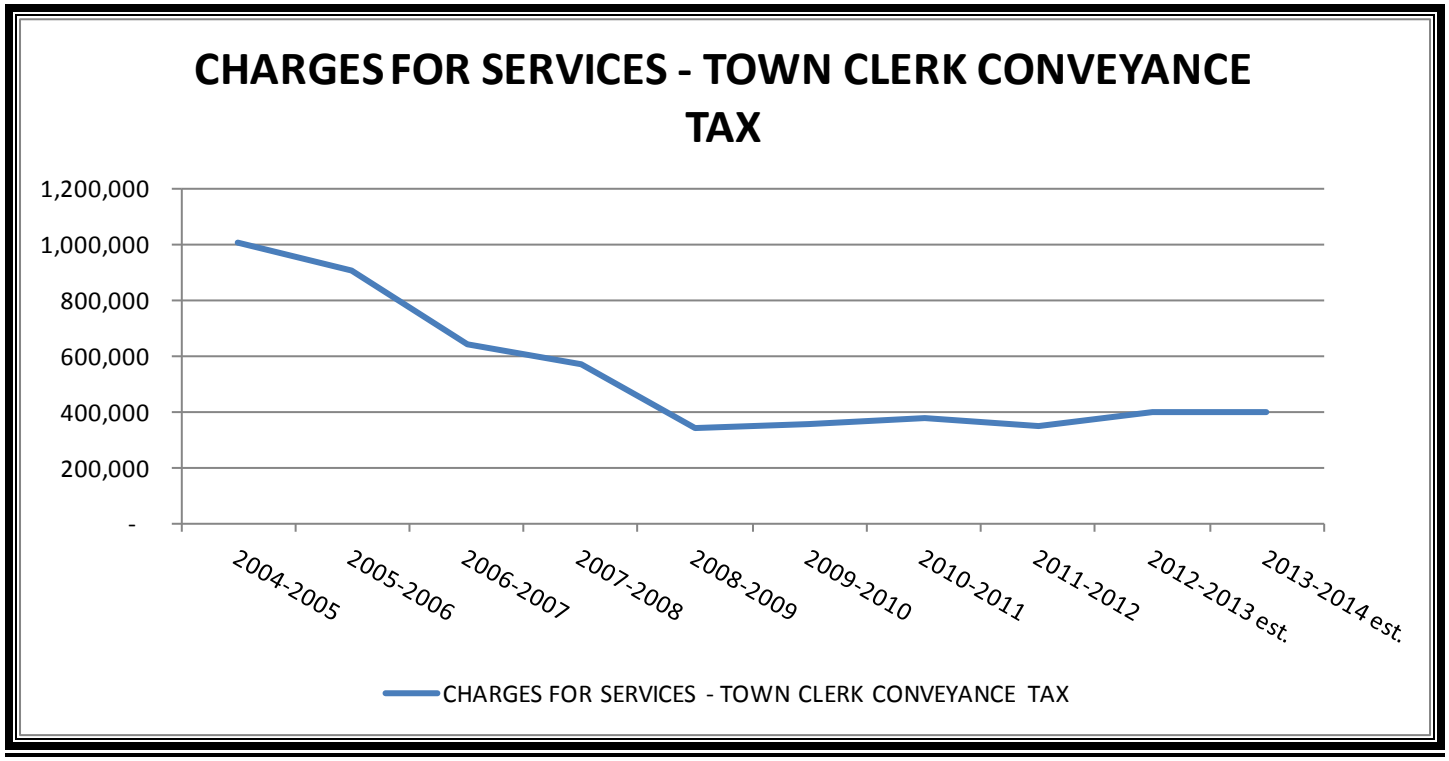
The decline in charges for services fees relate to development activity accounts. Active development in the earlier years brought about higher revenues in the town clerk conveyance fees and building permit fees accounts. The difference in these accounts between 2003-2004 and 2010-2011 is about one million dollars. It appears from the chart below that the end of the decline appears at 2008-2009. As the economy improves charges for services will gradually increase. The estimates for 2013-2014 show a slight increase over the prior year due to improved estimates for building permits.



FISCAL POLICY & TRENDS

Town Clerk Conveyance Fee

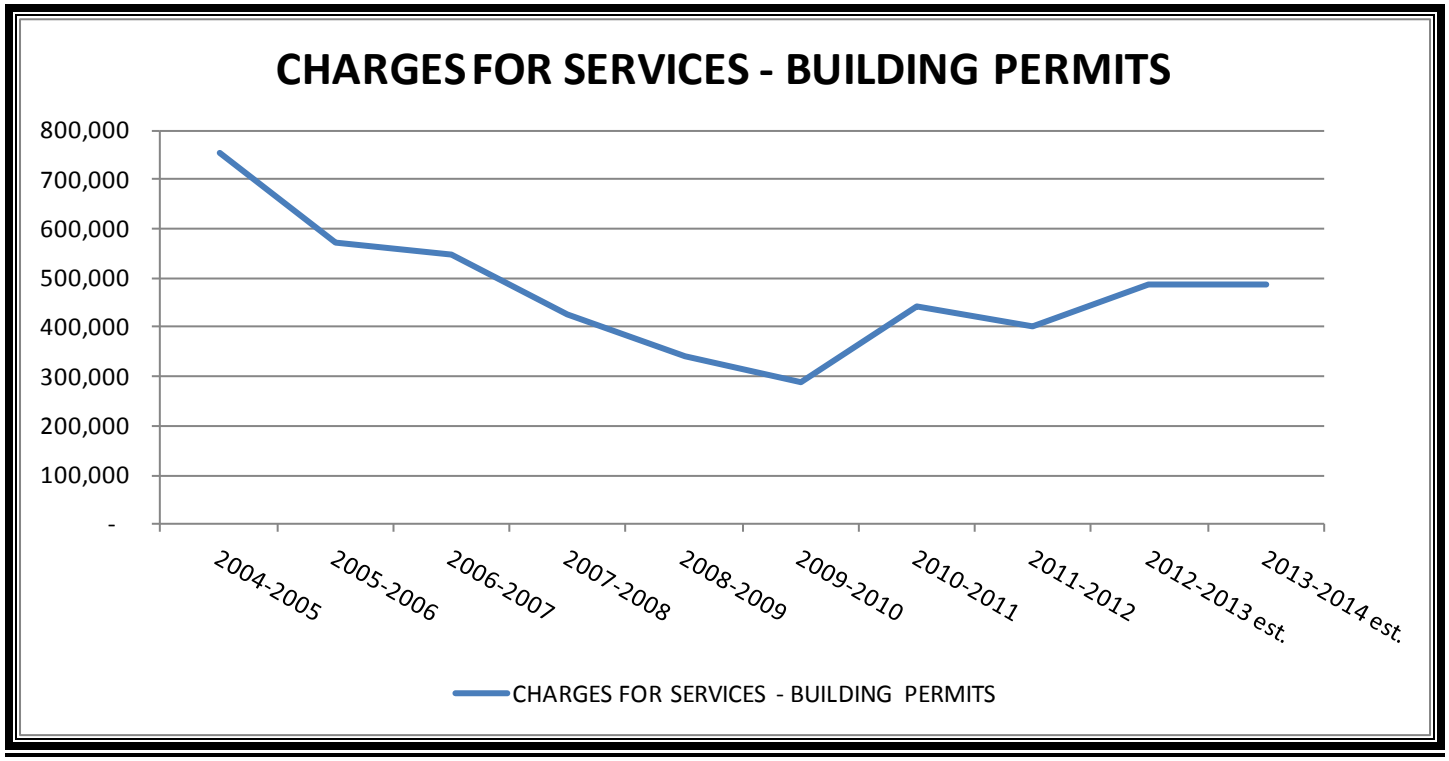
Town Clerk conveyance fees are one of the major drivers in the charges for services category. As the economy improves Town Clerk conveyance fees will gradually increase. The estimates for 2013-2014 show a slight increase over the prior year.



FISCAL POLICY & TRENDS

Building Permit Fee:

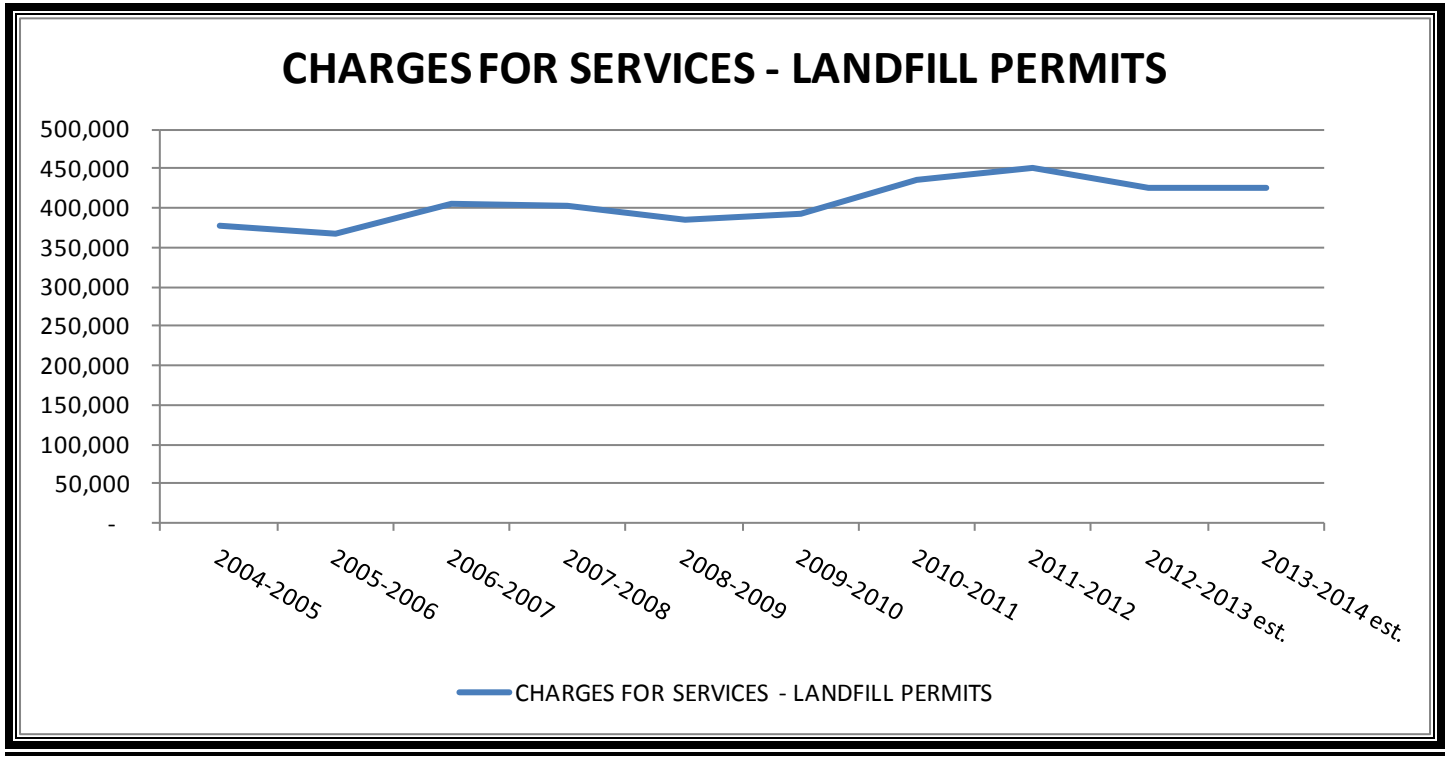
Building permit fees is another one of the major drivers in the charges for services category. As the economy improves, building permit fees will increase. The estimates for 2013-2014 are the same as the prior year estimated actual.



FISCAL POLICY & TRENDS

Landfill Fee:

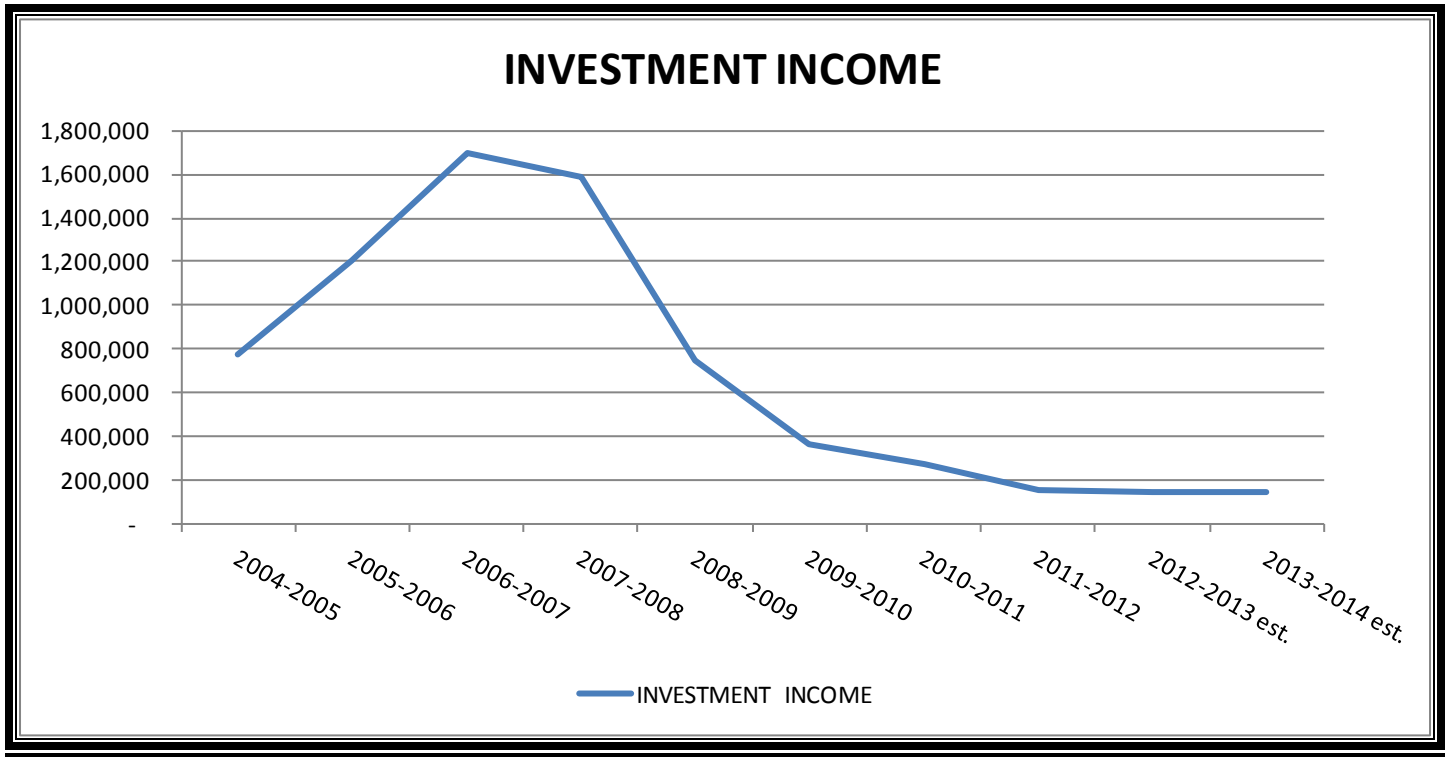
Landfill fee is one of the few accounts (in charges for services) that have been gradually increasing. It is more immune to the economy than the other revenue accounts. The 2013-2014 estimate for this account has remained practically the same as the prior year (it appears that it is declining due to the interval used on the vertical axis on the chart).



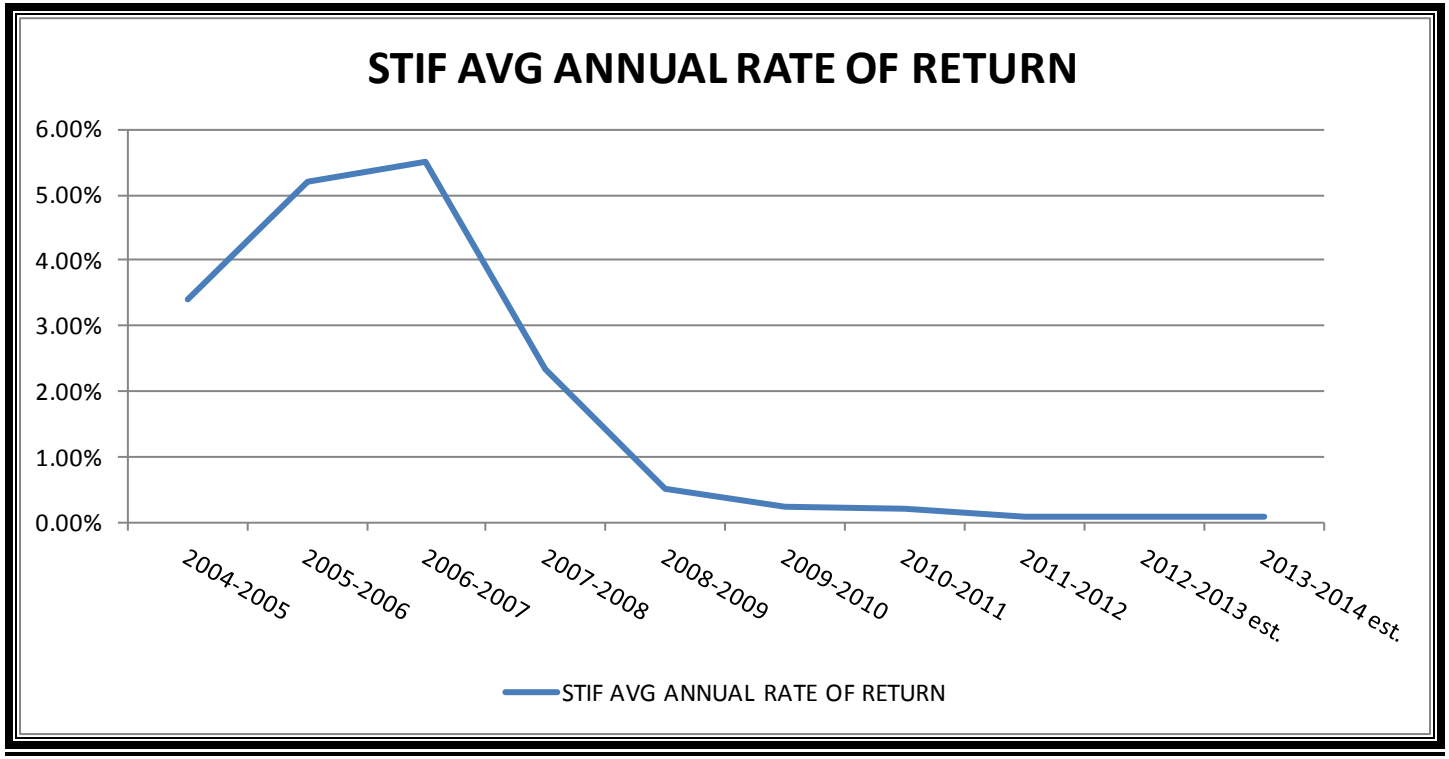
FISCAL POLICY & TRENDS

Investment Income

Investment income was a significant amount of non tax revenue. At its peak in 2006 – 2007 income from investments was over $1.6 million. For the last few fiscal years it has barely exceeded $150,000. It is not surprising that the investment income chart below matches the rate of return chart on the next page. That chart shows the rates of returns earned from the State's Short Term Investment Fund (STIF) that so many municipalities and State agencies use for their operating funds. As the economy improves and interest rates start to increase this revenue source will once again play a significant role in offsetting taxes. Notice both graphs are relatively the same shape. This is expected, as interest rates go down so does investment income.



FISCAL POLICY & TRENDS



FISCAL POLICY & TRENDS

SUMMARY OF EXPENDITURES				
	2012 - 2013 AMENDED	2013 - 2014 LC ADOPTED	Increase / (Decrease)	Percent Change
TOWN SERVICES				
WAGES & SALARIES	10,843,484	11,011,577	168,093	1.55%
FRINGE BENEFITS	4,290,270	4,394,760	104,490	2.44%
INSURANCE	974,911	988,500	13,589	1.39%
OPERATING EXPENSES	7,481,635	7,585,364	103,729	1.39%
CAPITAL	1,764,336	2,024,603	260,267	14.75%
CONTINGENCY	201,141	520,000	318,859	158.53%
CONTRIBUTIONS TO OUTSIDE AGENCIES:				
TOWN AGENCIES	2,082,940	2,078,231	(4,709)	-0.23%
OTHER AGENCIES	92,537	242,561	150,024	162.12%
TOTAL MUNICIPAL SERVICES	27,731,255	28,845,597	1,114,342	4.02%
CAPITAL FINANCING - DEBT SERVICE	10,059,789	10,058,924	(865)	-0.01%
TOTAL BOARD OF SELECTMEN BUDGET	37,791,044	38,904,521	1,113,477	2.95%
BOARD OF EDUCATION	68,355,794	71,045,304	2,689,510	3.93%
TOTAL EXPENDITURES	106,146,838	109,949,825	3,802,987	3.58%

FISCAL POLICY & TRENDS

Town Services

Wages & Salaries

The budget for 2013 – 2014 includes contractual increases for union employees (including step increases for police officers), increases for non union employees. Wages and salaries increased $168,093 or 1.55%. This represents a combination of wage increases and police step increases.

Current contracts call for the following increases for unionized full-time employees (*** contract to be negotiated):

Bargaining Unit	Wage Increase	Contract Expiration
The Newtown Town Hall Employees CSEA, Local 2001 SEIU	***%	June 30, 2013
The Newtown Public Works Employees Union, Local 1303-200 of Connecticut Council #4, AFSCME, AFL-CIO	***%	June 30, 2013
Newtown Parks & Recreation Department Teamsters Union Local 145	1.90%	June 30, 2014
Newtown Police Union, Local #3153, Council #15, AFSCME, AFL-CIO	1.90%	June 30, 2014
Newtown Emergency Tele-communicator and Police Clerical Local 1303-136 Of Council #4, AFSCME, AFL-CIO	***%	June 30, 2013

Non union employees

The non union employee salaries in this budget reflect an increase of 1.7% which matches the social security COLA increase.

FISCAL POLICY & TRENDS

Fringe Benefits

Fringe benefits increased $104,724 or 2.44%. Fringe benefits represent the cost of employee health insurance; life insurance; long term disability insurance; pension benefits and the employer's share of social security. These costs are allocated amongst the departments. Medical benefits, the major fringe benefit, have increased by 4.0%. This was offset by a decrease in pension costs of (5%). During fiscal year 2011-2012 the fringe benefit budgeted amount was distributed to the related departments. Before that it was reported in one line item (account), in its own department.

Insurance

Insurance has increased by $13,589 or 1.39%. Insurance represents the cost of the liability-auto-property and workers' compensation policies. Insurance costs have remained relatively the same due to favorable experience in claims. This has come about due to an increased Town and Education effort to work closely with the Connecticut Inter-local Risk Management Agency (CIRMA) to manage our risks. The increase is mainly due to the Sandy Hook incident.

Operating Expenses

Operating expenses increased by $178,008 or 2.38%. Operating expenses represent non payroll operating expenditures such as utilities, building maintenance, supplies, contractual services, vehicle maintenance, training and continuing education, fees and professional services, equipment fuel and miscellaneous expenses. Operating expenses have remained relatively the same. This has been made possible due to the combination of certain contractual services resulting in savings. The grounds maintenance at the Fairfield Hills Campus was combined with the Parks and Recreation grounds maintenance, resulting in significant savings. The increase is mainly due to increased public works maintenance projects, a contribution to the Town Recreation Fund (to account for a projected operating loss due to NYA expenses) and inflation.

Capital

Capital has increased by $219,267 or 12.43%. Capital represents expenditures of items with a useful life of more than one year, such as infrastructure, roads, motor vehicles, construction equipment, computers and office equipment. Capital requests have remained relatively the same over the last few years. The increase is mainly due to public works equipment requests. Scheduled equipment replacement has been delayed in the past several years.

FISCAL POLICY & TRENDS

Contingency

The contingency account is established to provide for unforeseen costs that might arise during the year. There are no expenditures in this account, only budget (appropriation) transfers to other budget accounts. The contingency amount for 2013-14 has remained the same as the prior year.

The BOF has added $420,000 for school security. The LC has backed out $150,000. School security commitment will not change.

Contributions to Outside Agencies – Town Agencies

Contributions to Town agencies have remained relatively the same. Town agencies include: Town Hall Board of Managers; Cyrenius H. Booth Library; Newtown Youth & Family Services; Newtown Health District; Children's Adventure Center and the District Probate Court.

Contributions to Outside Agencies – Other Agencies

Contributions to other agencies have remained relatively the same. It has been a practice, over the years, to contribute amounts to certain charitable agencies that also benefit Newtown residents. Three years ago charitable agencies that received funds from Newtown were asked to substantiate their contribution to Newtown residents and Newtown resident support to their agency thru an application process. As a result some agencies were dropped due to non response. The application process will be repeated in 2014-15.

The BOF added $150,000 for non-public school security.

FISCAL POLICY & TRENDS

Board of Education

The BOE budget increased $2,689,510 or 3.93%. See the BOE budget for details and subsequent budget adjustments starting on page 304.

Capital Financing – Debt Service

The annual appropriation for debt service is determined by the Town's Capital Improvement Program (CIP). The CIP covering fiscal years 2012 – 2013 thru 2016 – 2017 has planned almost $70,000,000 towards Newtown's capital infrastructure. While the CIP continues the long term commitment to the Town's capital needs, it also reflects the economic challenges currently facing the Town. The CIP ensures the funding of necessary items however the development and replacement of other capital assets have been deferred or eliminated. Debt service has remained practically the same due to the recent refinancing of bonds. The debt service amount remains under the 10% budget cap established in the Town debt service policy.

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ADOPTED BUDGET SUMMARY

	LEGISLATIVE COUNCIL ADOPTED BUDGET May 22, 2013 (referendum June 4, 2013)
SUMMARY OF REVENUES & OTHER FINANCING SOURCES:	
PROPERTY TAXES	99,923,100
INTERGOVERNMENTAL	7,704,437
CHARGES FOR SERVICES	1,945,938
INVESTMENT INCOME	150,000
OTHER REVENUES	104,350
OTHER FINANCING SOURCES	122,000
	109,949,825
SUMMARY OF EXPENDITURES & OTHER FINANCING USES:	
BOARD OF SELECTMEN BUDGET:	
GENERAL GOVERNMENT	
SELECTMEN	330,566
SELECTMEN - OTHER	240,222
HUMAN RESOURCES	112,435
TAX COLLECTOR	307,691
PROBATE COURT	6,343
TOWN CLERK	287,653
REGISTRARS	126,377
ASSESSOR	237,464
FINANCE	482,375
TECHNOLOGY DEPARTMENT	466,474
UNEMPLOYMENT	15,000
PENSION FUND	-
OPEB CONTRIBUTION	155,197
PROFESSIONAL ORGANIZATIONS	36,454
INSURANCE	988,500
LEGISLATIVE COUNCIL	44,500
DISTRICT CONTRIBUTIONS	6,500
ECONOMIC DEVELOPMENT COMM.	144,962
SUSTAINABLE ENERGY COMM.	5,000
FAIRFIELD HILLS AUTHORITY	57,672
	4,051,386
PUBLIC SAFETY	
EMERGENCY COMMUNICATIONS	1,023,717
POLICE	6,008,802
CANINE CONTROL	153,636
FIRE	1,214,591
EMERGENCY MANAGEMENT/N.U.S.A.R.	52,145
LAKE AUTHORITIES	50,621
N.W. SAFETY COMMUNICATION	9,783
EMERGENCY MEDICAL SERVICES	270,000
NW CONNECTICUT EMS COUNCIL	250
	8,783,546
PUBLIC WORKS	
BUILDING DEPARTMENT	389,411
HIGHWAY	6,244,099
WINTER MAINTENANCE	714,784
LANDFILL	1,491,685
PUBLIC BUILDING MAINTENANCE	754,898
CAR POOL	-
	9,594,876

ADOPTED BUDGET SUMMARY (-continued-)

								LEGISLATIVE COUNCIL	
								ADOPTED BUDGET	
								May 22, 2013	
	SUMMARY OF EXPENDITURES & OTHER FINANCING USES (-continued-):							(referendum June 4, 2013)	
		HEALTH AND WELFARE							
			SOCIAL SERVICES					138,103	
			SENIOR SERVICES					330,838	
			NEWTOWN HEALTH DISTRICT					375,962	
			NEWTOWN YOUTH & FAMILY SERVICES					296,528	
			CHILDREN'S ADVENTURE CENTER					135,647	
			TICK ACTION COMM					-	
			OUTSIDE AGENCY CONTRIBUTIONS					242,561	
								1,519,639	
		LAND USE							
			LAND USE					597,055	
			NW CONSERVATION DISTRICT					1,500	
								598,555	
		RECREATION & LEISURE							
			PARKS AND RECREATION					2,216,342	
			LIBRARY					1,123,196	
			NEWTOWN CULTURAL ARTS COMM					5,000	
			NEWTOWN PARADE COMMITTEE					1,500	
								3,346,038	
		CONTINGENCY							
			CONTINGENCY					520,000	
		DEBT SERVICE							
			DEBT SERVICE					10,058,924	
		OTHER FINANCING USES							
			TOWN HALL MANAGERS					140,556	
			RESERVE CAP & NONRECURRING EXP					250,000	
			TRANSFER OUT - TO OTHER FUNDS					41,000	
								431,556	
		TOTAL BOARD OF SELECTMEN BUDGET						38,904,521	
	BOARD OF EDUCATION BUDGET:								
		EDUCATION							
			BOARD OF EDUCATION					71,045,304	
		TOTAL EXPENDITURES & OTHER FINANCING USES						109,949,825	
			TAX INFORMATION:						
								2012 - 2013	2013 - 2014
			NET TAXABLE GRAND LIST					3,896,056,159	2,983,053,750
			AMOUNT OF REVENUE TO BE RAISED BY CURRENT TAXES					94,738,559	98,412,754
			ASSUMED TAX COLLECTION RATE					99.10%	99.00%
			TAX LEVY					95,598,950	99,406,822
			MILL RATE					24.54	33.32
			TAX RATE PERCENT INCREASE					0.69%	3.97%

CALCULATION OF TAX LEVY (MILL RATE)

MILL RATE CALCULATION - 2013 / 2014

	Millrate Calculation			2012 List
	TOTAL NET ASSESSMENT (LESS EXEMPTIONS)		a	3,037,125,308
	ADD(MINUS) ESTIMATED VALUATION ADJUSTMENTS (BEFORE TAX BILLS GO OUT & DURING THE YEAR)		b	(5,000,000)
	EFFECTIVE ASSESSMENT ON CIRCUIT BREAKER TAX CREDIT OF	$ 140,000	b	(4,201,681)
	EFFECTIVE ASSESSMENT ON LOCAL CREDITS:			
	NEWTOWN ELDERLY TAX BENEFITS OF	$ 1,500,000	c	(44,869,877)
	TOTAL TAXABLE NET ASSESSMENT			2,983,053,750
	Amount to be raised by taxation (from "current year taxes" - revenue budget)			98,412,754
	TAX LEVY - assuming a tax collection rate of	99.0%	d	99,406,822
	(= billed amount) (Amount to be Raised divided by Collection Rate)			
	MILL RATE = (Tax Levy divided by (Taxable Net Assessment / 1,000))			**33.32**
		1 MILL =		2,983,054
		PRIOR YEAR MILL RATE =		24.54
		EFFECTIVE TAX INCREASE =		3.97%
a	PER ASSESSOR REPORT; SEE NEXT PAGE			
b	PER ASSESSOR ESTIMATE			
c	PER TAX COLLECTOR			
d	PER BOARD OF FINANCE	prior yr taxable net assessment		3,896,056,159

GRAND LIST OF TAXABLE PROPERTY

TOWN OF NEWTOWN
2012 GRAND LIST OF TAXABLE PROPERTY - AFTER BOARD OF ASSESSMENT APPEALS (BAA)
CREATED ON 04/27/2013 BY THE ASSESSOR

TYPE OF ACCOUNTS	# OF ACCTS	GROSS ASSESSMENT	TOTAL EXEMPTIONS	TOTAL NET VALUE
REAL ESTATE REGULAR	10,705	2,662,660,613	7,940,422	2,654,720,191
REAL ESTATE ELDERLY	293	56,079,310	3,775,406	52,303,904
TOTAL REAL ESTATE TAXABLE	10,998	2,718,739,923	11,715,828	2,707,024,095
REAL ESTATE EXEMPT	1,119	283,215,245	283,215,245	-
REAL ESTATE TOTALS	12,117	3,001,955,168	294,931,073	2,707,024,095
PERSONAL PROPERTY	1,855	120,959,992	15,958,730	105,001,262
MOTOR VEHICLE	26,236	227,119,975	2,020,024	225,099,951
TOTAL	40,208	3,350,035,135	312,909,827	3,037,125,308
			PRIOR YEAR FINAL #	3,950,412,514
SUMMARY:			% INCREASE	-23.12%
		TOTAL NET VALUE		
REAL ESTATE REGULAR NET		2,654,720,191		
ELDERLY HOME OWNERS NET		52,303,904		
MOTOR VEHICLE NET		225,099,951		
PERSONAL PROPERTY NET		105,001,262		
TOTAL NET ASSESSMENT		3,037,125,308		

REVENUE BUDGET SUMMARY

REVENUE TYPE	2010 - 2011 ACTUAL	2011 - 2012 ACTUAL	2012 - 2013 ADOPTED BUDGET	2012 - 2013 AMENDED BUDGET	2012 - 2013 ESTIMATED ACTUAL	2013 - 2014 REVENUE ESTIMATES	% increase
PROPERTY TAXES	92,855,249	94,848,822	96,248,905	96,248,905	96,248,905	99,923,100	3.82%
INTERGOVERNMENTAL	7,170,149	7,995,679	7,572,970	7,572,970	7,677,062	7,704,437	1.74%
CHARGES FOR SERVICES	1,869,103	1,827,227	1,948,613	1,948,613	1,948,613	1,945,938	-0.14%
INVESTMENT INCOME	271,196	157,249	250,000	250,000	150,000	150,000	-40.00%
OTHER REVENUES	154,225	62,937	104,350	104,350	104,350	104,350	0.00%
OTHER FINANCING SOURCES	124,177	272,536	122,000	122,000	122,000	122,000	0.00%
TOTAL REVENUES & OTHER RESOURCES	102,444,099	105,164,450	106,246,838	106,246,838	106,250,930	109,949,825	3.49%

EXPENDITURE BUDGET SUMMARY

SUMMARY BY FUNCTION AND DEPARTMENT

	2010 - 2011	2011 - 2012	2012 - 2013			2013 - 2014 BUDGET				CHANGE	
						1st SELECTMAN	BOS	BOF	LC		
	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
GENERAL GOVERNMENT				b					a	a - b	
SELECTMEN	475,907	354,956	327,879	329,146	329,146	330,566	330,566	330,566	330,566	1,420	0.43%
SELECTMEN - OTHER	254,608	259,607	237,975	237,975	237,975	240,222	240,222	240,222	240,222	2,248	0.94%
HUMAN RESOURCES	-	120,336	110,739	111,745	110,745	112,435	112,435	112,435	112,435	690	0.62%
TAX COLLECTOR	190,472	296,177	303,164	304,458	304,458	307,691	307,691	307,691	307,691	3,232	1.06%
PROBATE COURT	3,999	6,160	6,860	6,860	6,860	6,343	6,343	6,343	6,343	(517)	-7.54%
TOWN CLERK	213,064	289,096	285,034	286,201	285,501	287,653	287,653	287,653	287,653	1,452	0.51%
REGISTRARS	141,410	140,690	125,285	125,285	124,085	126,377	126,377	126,377	126,377	1,092	0.87%
ASSESSOR	225,321	273,104	233,105	234,304	234,304	237,464	237,464	237,464	237,464	3,160	1.35%
FINANCE	331,815	465,422	467,249	476,938	476,938	482,375	482,375	482,375	482,375	5,437	1.14%
TECHNOLOGY DEPARTMENT	282,847	372,008	452,123	457,655	457,655	466,474	466,474	466,474	466,474	8,819	1.93%
UNEMPLOYMENT	830,605	39,660	15,000	15,000	15,000	15,000	15,000	15,000	15,000	-	0.00%
PENSION FUND	807,279	-	-	-	-	-	-	-	-	-	
OPEB CONTRIBUTION	3,215,941	412,146	157,581	157,581	157,581	155,197	155,197	155,197	155,197	(2,384)	-1.51%
PROFESSIONAL ORGANIZATIONS	36,112	36,112	36,454	36,454	36,454	36,454	36,454	36,454	36,454	-	0.00%
INSURANCE	936,044	921,375	974,911	974,911	951,500	988,500	988,500	988,500	988,500	13,589	1.39%
LEGISLATIVE COUNCIL	43,011	44,500	44,500	47,682	47,682	44,500	44,500	44,500	44,500	(3,182)	-6.67%
DISTRICT CONTRIBUTIONS	500	1,500	4,500	4,500	4,500	6,500	6,500	6,500	6,500	2,000	44.44%
ECONOMIC & COMMUNITY DEVELO	116,059	117,440	141,103	142,607	142,607	144,962	144,962	144,962	144,962	2,356	1.65%
SUSTAINABLE ENERGY COMM	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	-	0.00%
FAIRFIELD HILLS AUTHORITY	305,477	131,461	59,007	59,007	56,707	57,672	57,672	57,672	57,672	(1,335)	-2.26%
	8,410,470	4,286,750	3,987,469	4,013,308	3,984,697	4,051,386	4,051,386	4,051,386	4,051,386	38,077	0.95%

SUMMARY BY FUNCTION AND DEPARTMENT

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
PUBLIC SAFETY				b					a	a - b	
EMERGENCY COMMUNICATIONS	796,882	979,542	1,049,250	1,050,405	1,017,195	1,023,717	1,023,717	1,023,717	1,023,717	(26,688)	-2.54%
POLICE	3,952,601	5,696,961	5,798,222	5,803,389	5,795,672	6,006,201	6,006,201	6,008,802	6,008,802	205,413	3.54%
CANINE CONTROL	98,404	131,237	152,223	153,005	141,074	153,636	153,636	153,636	153,636	631	0.41%
FIRE	1,123,540	1,302,144	1,213,024	1,215,037	1,195,037	1,214,591	1,214,591	1,214,591	1,214,591	(445)	-0.04%
EMERGENCY MANAGEMENT/N.U.S.A	36,333	54,072	51,267	51,267	51,267	52,145	52,145	52,145	52,145	878	1.71%
LAKE AUTHORITIES	49,077	56,110	49,708	49,708	41,953	50,621	50,621	50,621	50,621	913	1.84%
N.W. SAFETY COMMUNICATION	9,783	9,783	9,783	9,783	9,783	9,783	9,783	9,783	9,783	-	0.00%
EMERGENCY MEDICAL SERVICES	260,000	270,000	270,000	270,000	270,000	270,000	270,000	270,000	270,000	-	0.00%
NW CONNECTICUT EMS COUNCIL	250	250	250	250	250	250	250	250	250	-	0.00%
	6,326,869	8,500,099	8,593,726	8,602,843	8,522,230	8,780,945	8,780,945	8,783,546	8,783,546	180,703	2.10%
PUBLIC WORKS											
BUILDING DEPARTMENT	235,318	384,940	390,057	391,299	390,080	389,411	389,411	389,411	389,411	(1,888)	-0.48%
HIGHWAY	4,974,801	5,992,438	5,984,371	5,989,404	5,982,941	6,274,762	6,274,762	6,244,099	6,244,099	254,695	4.25%
WINTER MAINTENANCE	804,750	543,180	707,637	707,637	707,637	714,784	714,784	714,784	714,784	7,147	1.01%
LANDFILL	1,374,426	1,422,915	1,492,962	1,492,962	1,492,962	1,491,685	1,491,685	1,491,685	1,491,685	(1,277)	-0.09%
PUBLIC BUILDING MAINTENANCE	609,899	663,626	684,220	684,220	682,375	757,514	757,514	754,898	754,898	70,678	10.33%
CAR POOL	5,000	-	-	-	-	-	-	-	-	-	
	8,004,195	9,007,099	9,259,247	9,265,522	9,255,996	9,628,155	9,628,155	9,594,876	9,594,876	329,354	3.55%
HEALTH AND WELFARE											
SOCIAL SERVICES	84,828	130,631	135,099	136,012	136,012	138,103	138,103	138,103	138,103	2,091	1.54%
SENIOR SERVICES	269,528	322,457	328,889	329,802	326,887	330,838	330,838	330,838	330,838	1,036	0.31%
NEWTOWN HEALTH DISTRICT	264,618	374,666	379,024	379,023	379,023	375,962	375,962	375,962	375,962	(3,061)	-0.81%
NEWTOWN YOUTH & FAMILY SERVIC	256,500	314,507	294,771	294,771	294,771	296,528	296,528	296,528	296,528	1,757	0.60%
CHILDREN'S ADVENTURE CENTER	25,000	140,103	141,977	141,977	141,977	135,647	135,647	135,647	135,647	(6,330)	-4.46%
TICK ACTION COMM	2,281	-	-	-	-	-	-	-	-	-	
OUTSIDE AGENCY CONTRIBUTIONS	99,191	92,263	92,537	92,537	92,537	92,561	92,561	242,561	242,561	150,024	162.12%
	1,001,946	1,374,627	1,372,297	1,374,123	1,371,208	1,369,639	1,369,639	1,519,639	1,519,639	145,516	10.59%

SUMMARY BY FUNCTION AND DEPARTMENT

	2010 - 2011	2011 - 2012	2012 - 2013			2013 - 2014 BUDGET				CHANGE	
						1st SELECTMAN	BOS	BOF	LC		
	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
LAND USE				b					a	a - b	
LAND USE	465,629	570,199	580,591	583,152	583,152	597,055	597,055	597,055	597,055	13,903	2.38%
NW CONSERVATION DISTRICT	500	1,000	1,040	1,040	1,040	1,500	1,500	1,500	1,500	460	44.23%
	466,129	571,199	581,631	584,192	584,192	598,555	598,555	598,555	598,555	14,363	2.46%
RECREATION & LEISURE											
PARKS AND RECREATION	1,746,859	2,128,171	2,173,076	2,176,316	2,171,701	2,216,342	2,216,342	2,216,342	2,216,342	40,026	1.84%
LIBRARY	1,011,562	1,048,545	1,057,858	1,057,858	1,057,858	1,123,196	1,123,196	1,123,196	1,123,196	65,338	6.18%
NEWTOWN CULTURAL ARTS COMM	2,000	2,000	2,000	2,000	2,000	5,000	5,000	5,000	5,000	3,000	150.00%
NEWTOWN PARADE COMMITTEE	961	6,229	1,500	1,500	932	1,500	1,500	1,500	1,500	-	0.00%
	2,761,382	3,184,946	3,234,434	3,237,674	3,232,491	3,346,038	3,346,038	3,346,038	3,346,038	108,364	3.35%
CONTINGENCY											
CONTINGENCY	-	-	250,000	201,141	201,141	250,000	250,000	670,000	520,000	318,859	158.53%
DEBT SERVICE											
DEBT SERVICE	9,290,175	9,344,261	10,059,789	10,059,789	10,059,789	10,058,924	10,058,924	10,058,924	10,058,924	(865)	-0.01%
OTHER FINANCING USES											
TOWN HALL BOARD OF MANAGERS	170,000	221,946	202,451	202,451	202,451	147,556	140,556	140,556	140,556	(61,895)	-30.57%
RESERVE FOR CAP & NON-REC.EXP.	-	225,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	-	0.00%
TRANSFER OUT - TO OTHER FUNDS	-	41,000	-	-	-	41,000	41,000	41,000	41,000	41,000	
	170,000	487,946	452,451	452,451	452,451	438,556	431,556	431,556	431,556	(20,895)	-4.62%
OTAL BOARD OF SELECTMEN BUDGE	36,431,166	36,756,927	37,791,044	37,791,044	37,664,195	38,522,199	38,515,199	39,054,521	38,904,521	1,113,477	2.95%
										-	
EDUCATION						Superintendent	BOE				
BOARD OF EDUCATION	66,521,228	67,685,429	68,355,794	68,355,794	68,355,794	73,042,343	72,845,304	72,095,304	71,045,304	2,689,510	3.93%
GRAND TOTAL	102,952,394	104,442,357	106,146,838	106,146,838	106,019,989	111,564,542	111,360,503	111,149,825	109,949,825	3,802,987	3.58%

REVENUE BUDGET DETAIL

REVENUE TYPE / ACCOUNT	2010 - 2011 ACTUAL	2011 - 2012 ACTUAL	2012 - 2013 ADOPTED BUDGET	2012 - 2013 AMENDED BUDGET	2012 - 2013 ESTIMATED ACTUAL	**2013 - 2014 REVENUE ESTIMATES**	CHANGE
PROPERTY TAXES				B		**A**	A - B
CURRENT YEAR TAXES	91,587,482	93,398,217	94,738,559	94,738,559	94,738,559	98,412,754	3,674,195
PRIOR YEAR TAXES	251,979	404,423	400,000	400,000	400,000	400,000	-
INTEREST AND LIEN FEES	423,587	397,925	425,000	425,000	425,000	425,000	-
SUPPLIMENTAL MOTOR VEHICLE TAXES	507,032	566,038	600,000	600,000	600,000	600,000	-
TELECOMM. PROPERTY TAX	85,169	82,219	85,346	85,346	85,346	85,346	-
	92,855,249	94,848,822	96,248,905	96,248,905	96,248,905	99,923,100	3,674,195
INTERGOVERNMENTAL							
ELD. TAX RELIEF - CIRCUIT BR.	131,383	140,245	140,245	140,245	143,018	143,018	2,773
IN LIEU OF TAX-ST OWNED PROP	912,401	888,105	886,692	886,692	862,308	-	(886,692)
VETERANS ADD'L EXEM	11,664	12,832	12,832	12,832	14,024	14,024	1,192
TOTALLY DISABLED	1,872	1,790	1,790	1,790	1,700	1,700	(90)
IN LIEU OF BOAT TAXES	7,274		-	-	-	-	-
TOWN AID FOR ROADS	234,101	234,239	234,239	234,239	234,746	469,493	235,254
MANUFACTUR - MACHIN/EQUIP	192,643	186,791	192,643	192,643	186,791	-	(192,643)
MASHANTUCKET PEQUOT	684,286	710,966	688,160	688,160	814,035	-	(688,160)
CT SCHOOL BUILDING GRANTS	863,513	819,637	630,688	630,688	630,688	579,742	(50,946)
MISCELLANEOUS STATE GRANTS	45,107	87,403	-	-	-	-	-
LOCIP GRANTS	198,000	205,092	204,621	204,621	205,697	1,019,732	815,111
STATE REVENUE SHARING	-	194,936	125,000	125,000	125,000	201,215	76,215
EDUCATION COST SHARING GRANT	3,717,626	4,337,276	4,338,374	4,338,374	4,338,374	5,233,858	895,484
PUBLIC SCHOOL TRANSPORT	145,965	148,367	87,634	87,634	88,378	-	(87,634)
NON-PUB SCHOOL TRANSPORT	15,035	17,934	19,986	19,986	22,237	23,034	3,048
HEALTH SERVICES - ST. ROSE	9,279	10,066	10,066	10,066	10,066	18,621	8,555
	7,170,149	7,995,679	7,572,970	7,572,970	7,677,062	7,704,437	131,467

REVENUE BUDGET DETAIL (-CONTINUED-)

REVENUE TYPE / ACCOUNT	2010 - 2011 ACTUAL	2011 - 2012 ACTUAL	2012 - 2013 ADOPTED BUDGET	2012 - 2013 AMENDED BUDGET	2012 - 2013 ESTIMATED ACTUAL	2013 - 2014 **REVENUE ESTIMATES**	CHANGE
CHARGES FOR SERVICES				B		A	A - B
SENIOR CTR MEMBER FEES	5,268	4,530	4,000	4,000	4,000	4,000	-
TOWN CLERK CONVEYANCE	380,876	352,901	400,000	400,000	400,000	400,000	-
TOWN CLERK - OTHER	246,747	255,980	275,000	275,000	275,000	275,000	-
POLICE PRIVATE DUTY	-		-	-	-	-	-
POLICE RECRUITMENT	5,025		-	-	-	-	-
PARKS AND RECREATION	176,669	177,103	190,000	190,000	190,000	190,000	-
TUITION	12,800	8,000	9,600	9,600	9,600	6,400	(3,200)
SCHOOL ACTIVITY FEES	113,133	114,159	113,763	113,763	113,763	114,288	525
BUILDING	441,540	400,596	485,000	485,000	485,000	485,000	-
PERMIT FEES	975	7,175	1,250	1,250	1,250	1,250	-
LANDFILL PERMITS	435,416	451,294	425,000	425,000	425,000	425,000	-
LAND USE	50,654	55,489	45,000	45,000	45,000	45,000	-
	1,869,103	1,827,227	1,948,613	1,948,613	1,948,613	1,945,938	(2,675)
INVESTMENT INCOME							
INTEREST ON INVESTMENTS	271,196	157,249	250,000	250,000	150,000	150,000	(100,000)
OTHER REVENUES							
POLICE MISC REVENUE	3,385	2,450	3,000	3,000	3,000	3,000	-
MISCELLANEOUS REVENUE	130,287	53,524	100,000	100,000	100,000	100,000	-
MISCELLANEOUS REVENUE BOE	20,553	6,963	1,350	1,350	1,350	1,350	-
	154,225	62,937	104,350	104,350	104,350	104,350	-
OTHER FINANCING SOURCES							
TRANSFER IN	124,177	272,536	122,000	122,000	122,000	122,000	-
OTHER	23,157	410,433					
TOTAL REVENUES & OTHER FINANCING SOURCES	102,467,256	105,574,883	106,246,838	106,246,838	106,250,930	109,949,825	3,702,986

REVENUE ACCOUNT DETAIL

PROPERTY TAXES

Current Year Taxes: Current year taxes equal the total expenditure budget less all other resources (revenues):

Total expenditure budget = $111,149,825

Total all other resources = $ 11,537,071

Current year taxes = $ 99,612,754

Prior Year Taxes: Prior year taxes represent collections of delinquent taxes from prior years. Amount estimated (budgeted) is based on collection experience and a review of major delinquent accounts.

Interest and Lien Fees: Interest and lien fees on delinquent taxes. Estimate is based on collection experience.

Motor Vehicle Taxes: This account reflects supplemental motor vehicle tax collections. All motor vehicles registered after October 1st is billed in January (as opposed to the prior July if the motor vehicle was registered before October 1st). Estimates are arrived by using prior years experience and the condition of the economy (motor vehicle sales).

Telecommunication Property Taxes: Connecticut General Statutes allow telecommunications services companies to have their personal property assessed by the State, rather than the Assessor of the town in which it is located. These companies issue personal property tax payments directly to municipalities. Estimates are based on prior year's experience. The State does not inform the Town the amount till after the budget is approved.

Elderly Tax Relief – Circuit Breaker Municipalities are reimbursed for the revenue loss incurred as a result of granting real property tax credits to the elderly and totally disabled. State law provides a property tax credit program for Connecticut owners in residence of real property, who are elderly (65 and over) or totally disabled, and whose annual incomes do not exceed certain limits. An estimate is received from the Assessor.

REVENUE ACCOUNT DETAIL (-continued-)

INTERGOVERNMENTAL

Estimates of State Aid to Municipalities

In Lieu of Tax - State Owned Property Estimate is taken from the State's Office of Policy and Management's "Estimates of State Aid to Municipalities" publication (usually February of each year). This grant provides payments for real property tax losses due to exemptions applicable to state owned real property. The amount is not a 100% reimbursement of lost taxes. The amount from the State has been declining. **GRANT HAS BEEN DISCONTINUED. This may change as the State budget process moves on.**

Veteran's Additional Exemptions: To reimburse towns, cities and boroughs that provide additional property tax relief for veterans and certain survivors who are already receiving exemptions/tax relief under the Veterans' Program provided for in the Connecticut General Statutes: Section 12-81 (19) through (26). State law provides a basic $1,000 property tax exemption for certain honorably discharged veterans who actively served at least 90 days during war time, or their survivors. State law also provides an additional exemption for veterans and disabled veterans who are eligible for the basic exemption and who can meet certain income limits. Estimates are based on prior year amounts.

Totally Disabled Exemption: To reimburse municipalities that provide property tax relief to resident property owners eligible for total disability payments under Social Security or other government retirement plans. State law provides a $1,000 property tax exemption for property owners who are permanently and totally disabled. An applicant must be permanently and totally disabled and receiving Social Security disability benefits or benefits under a federal, state or local retirement program which contains disability requirements comparable to those of the Social Security Administration. Estimates are based on prior year amounts.

In Lieu of Boat Taxes: The legislature exempted all vessels from the property tax in 1981 (PA 81-423). That act also replaced the tax with an annual state registration fee on motorboats and required the state to remit a portion of the fee revenue back to the towns. Estimate is taken from the State's Office of Policy and Management's "Estimates of State Aid to Municipalities" publication (usually February of each year).

REVENUE ACCOUNT DETAIL –INTERGOVERNMENTAL (-continued-)

Town Aid for Roads: A grant to be used by the towns for construction, reconstruction, improvement or maintenance of highways, sections of highways, bridges or structures incidental to highways and bridges or the improvement thereof, including the plowing of snow, the sanding of icy pavements, the trimming and removal of trees, the installation, replacement and maintenance of traffic signs, signals and markings, and for traffic control and vehicular safety programs, traffic and parking planning and administration, and other purposes and programs related to highways, traffic and parking, and for the purposes of providing and operating essential public transportation services and related facilities. Estimate is taken from the State's Office of Policy and Management's "Estimates of State Aid to Municipalities" publication (usually February of each year).

Manufacturers – Machinery & Equipment: To provide state reimbursement to towns in an amount equal to 80% of the revenue loss sustained as a result of property tax exemptions applied to eligible manufacturing machinery and equipment as defined in Connecticut General Statutes: Section 12-81(72). The Manufacturing Machinery and Equipment Exemption Program provides for 100 % exemption of local property taxes on qualified, newly acquired manufacturing machinery and equipment. The State of Connecticut reimburses municipalities for the exemptions granted under the provisions of the program. Estimate is taken from the State's Office of Policy and Management's "Estimates of State Aid to Municipalities" publication (usually February of each year). **GRANT HAS BEEN DISCONTINUED. This may change as the State budget process moves on.**

Mashantucket, Pequot Grant: To provide unrestricted grants to towns from the proceeds of the Mashantucket Pequot/Mohegan Fund. The Mashantucket Pequot/Mohegan Fund annually distributes a grant to each of the state's 169 municipalities. The distribution is based on numerous factors including, but not limited to, the value of state-owned property, private college and general hospitals, population, equalized net grand list, and per capita income as set forth in Sections 3-55i, j, and k of the Connecticut General Statutes. Estimate is taken from the State's Office of Policy and Management's "Estimates of State Aid to Municipalities" publication (usually February of each year). **GRANT HAS BEEN DISCONTINUED. This may change as the State budget process moves on.**

CT School Building Grant These school construction grants are the "old" school construction grants. These grants represent partial reimbursement of bond principal and interest payments relating to school construction projects. Now towns are reimbursed on a current basis. Eligible school construction projects are now bonded on a net cost basis. These "old" grants will decrease each year until the last grant payment in 2021-2022 (equaling $16,299). The most dramatic drop, in revenue estimate, will be in 2016-2017 in the amount of $441,000. Estimate is taken from a bond amortization schedule provided by the State.

REVENUE ACCOUNT DETAIL-INTERGOVERNMENTAL (-continued-)

Miscellaneous Grants: This account is used for any miscellaneous grants received that are of a reimbursement type. Typically no revenue estimate is recorded unless there is a specific grant known.

LOCIP Grant: To provide reimbursement to cities, towns and boroughs for specific capital projects (such as road, bridge or sewer construction) as fully defined in Connecticut General Statutes Section 7-536(a)4, and to encourage development of a five year Local Capital Improvement Plan by the towns. The Local Capital Improvement Program (LoCIP) distributes funds to municipalities to reimburse the cost of eligible local capital improvement projects such as road, bridge or public building construction activities. Estimate is taken from the State's Office of Policy and Management's "Estimates of State Aid to Municipalities" publication (usually February of each year).

State Revenue Sharing: New revenue sharing program. State grant from a portion of the new revenue from the increased sales tax (0.1%) and the entire increased state portion of the real estate conveyance tax (0.25%).

Education Cost Sharing The Education Cost Sharing (ECS) grant has been in existence since 1989-90. It continues to be Connecticut's primary education equalization aid program. The State Department of Education administers this grant. Estimate is taken from the State's Office of Policy and Management's "Estimates of State Aid to Municipalities" publication (usually February of each year).

Public School Transportation Grant: The Department of Education administers the Public School Transportation grant pursuant to CGS §10-54, §10-66ee, §10-97, §10-158a, §10-266m, §10-273a and §10-277. Percentages used to reimburse local districts for public school transportation expenditures depend on local wealth, based on the ranking of each district's Adjusted Equalized Net Grand List Per Capita (AENGLC). The wealthiest 17 towns are assigned a reimbursement percentage of zero; the remaining districts are each assigned a reimbursement percentage that is more than zero and equal to or less than 60. Secondary and K-12 regional districts receive a 10 percentage point bonus. No local or regional board of education may receive an entitlement of less than $1,000. There is a proportionate reduction of grant totals, as calculated, to the amount of the appropriation. Due to the state's current fiscal constraints, this grant program was reduced by 10% in FY2011-12. The amount available for FY2012-13 was reduced even further in anticipation of reduced transportation costs based on the outcome of the Connecticut Regional Educational Service Center Alliance study in FY 2011-12. Estimate is taken from the State's Office of Policy and Management's "Estimates of State Aid to Municipalities" publication (usually February of each year).

REVENUE ACCOUNT DETAIL-INTERGOVERNMENTAL (-continued-)

Non Public School Transportation Grant: The Department of Education administers the Non-public School Transportation grant pursuant to CGS §10-266m, §10-277 and §10-281. Percentages used to reimburse local districts for non-public school transportation expenditures are determined in the same manner as are the reimbursement percentages for the Public School Transportation Grant. Allowable transportation costs for non-public school children are capped at twice the per pupil public school transportation expenditure for the year prior to the expenditure year. There is a proportionate reduction of grant totals, as calculated, to the amount of the appropriation. Due to the state's current fiscal constraints, this grant program was reduced by 10% in FY2011-12. Estimate is taken from the State's Office of Policy and Management's "Estimates of State Aid to Municipalities" publication (usually February of each year).

Health Services – St. Rose: Estimate is taken from the State's Office of Policy and Management's "Estimates of State Aid to Municipalities" publication (usually February of each year).

CHARGES FOR SERVICES

Senior Center Member Fees: A fee charged to seniors participating in the senior center. The membership fee is $1.00 a month.

Town Clerk Conveyance: Local conveyance fees are determined by state statutes. Estimate is based on prior years experience and forecasting the economic climate.

Town Clerk – Other: Estimated copy fees; map fees and other miscellaneous fees from the Town Clerk's office (sporting licenses, dog licenses, vital fees, birth certificates, etc.). Estimate is based on prior year's experience.

Police Private Duty: This item was offset by a corresponding expenditure item (police private duty payroll). It has been taken out of the general fund budget and is accounted for in a special revenue fund. Any amount left in that fund at fiscal yearend is transferred to the general fund (transfer in account below).

Police Recruitment: Police employment application fees. Estimate is given by the Chief of Police.

REVENUE ACCOUNT DETAIL – CHARGES FOR SERVICES (-continued-)

Parks & Recreation Fees: Fees for Parks & Recreation programs. These fees relate to the programs in the Parks & Recreation budget. These programs are not self supporting. They are partially funded by taxes. There are Parks & Recreation programs that are fully self supporting. These programs are financed in a special revenue fund. Estimates are based on prior years experience and input by the Parks & Recreation Department.

Tuition: Local tuition fees. Estimate is given by the Education Department.

School Activity Fees: School activity fees used to offset associated costs in the Board of Education budget. Fees relate to nurture program, parking permits, pay for participation for sports and certain building usage fees. Estimate is given by the Education Department.

Building Permits: Building permits fees. Estimate is based on prior years experience and forecasting the economic climate.

Permit Fees: Driveway bond permit fees and road excavation fees. Estimate is based on prior years experience and forecasting the economic climate.

Landfill Permits: Land fill fees including day pass, second car, demolition, month pass, year pass, pallets, hauler registration fee, metal sales and stumps fees. Estimate is based on prior year's experience.

Land Use Permits: Revenue from Land Use permit fees and Land Use violation fees and fines.

INVESTMENT INCOME

Interest on Investments: Interest on investments of idle operational funds. Estimate is based on prior year's actual and forecasted economic climate.

REVENUE ACCOUNT DETAIL (-continued-)

OTHER REVENUES

Police Misc. Revenue: Alarm registration fees.

Miscellaneous Revenue: Miscellaneous fees not included in the revenue accounts above such as map and copy fees. Estimate is based on prior year's experience.

BOE Misc. Revenue: Estimate given by the Education Department.

OTHER FINANCING SOURCES

Transfer In: Estimated amount is the amount estimated left in the police private duty special revenue fund. The police private duty special revenue fund accounts for police special duty (after hours) activity such as traffic control at construction sites. The corresponding expenses are payroll, vehicle wear and tear, employee benefits. Any amount left in the fund at fiscal yearend is transferred to the general fund. Estimate is based on prior year's experience.

EXPENDITURE BUDGET DETAIL

GENERAL GOVERNMENT FUNCTIONS

DEPARTMENT: SELECTMEN

MISSION/DESCRIPTION

To provide leadership, vision, and oversight to ensure the effective delivery of public services. The Selectman is elected by the people and is the chief executive officer overseeing the administrative operations of the Town government.

BUDGET HIGHLIGHTS

The budget for the Selectmen's department, for fiscal year 2014 is increased by $1,420 or 0.4%. The increase is mainly due to salary and benefit increases.

SELECTMEN BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
SELECTMEN	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
SELECTMAN SALARY	97,333	97,333	97,333	97,333	97,333	97,333	97,333	97,333	97,333	-	0.0%
EXEC ASST; HR ADMIN	99,850	43,848	43,848	45,115	45,115	45,882	45,882	45,882	45,882	767	1.7%
TOWN HALL O.T. /ED. /LONGEVITY	10,000	9,307	10,000	10,000	10,000	10,000	10,000	10,000	10,000	-	0.0%
MEDICAL BENEFITS	-	19,722	19,125	19,125	19,125	19,613	19,613	19,613	19,613	488	2.6%
FICA	-	11,183	11,183	11,183	11,183	11,183	11,183	11,183	11,183	0	0.0%
LIFE INSURANCE	-	162	167	167	167	168	168	168	168	1	0.4%
PENSION	-	8,432	8,471	8,471	8,471	8,593	8,593	8,593	8,593	122	1.4%
LONG TERM DISABILITY	-	343	402	402	402	444	444	444	444	42	10.4%
SELECTMAN EXPENSES	13,348	2,683	2,350	2,350	2,350	2,350	2,350	2,350	2,350	-	0.0%
LEGAL SERVICES	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	-	0.0%
LEGAL SERVICES-OTHER	195,376	101,943	75,000	75,000	75,000	75,000	75,000	75,000	75,000	-	0.0%
	475,907	354,956	327,879	329,146	329,146	330,566	330,566	330,566	330,566	1,420	0.4%

DEPARTMENT: SELECTMEN

ACCOUNT DETAIL

Selectman Salary: Per the Charter (3-10 (c)) "The salary for the First Selectman shall be set by the Legislative Council during the budget making process of each odd numbered year. The salary may be fixed at different rates for each year of the 2 year term. The salary shall not be changed during the 2 year term of office".

Executive Assistant Salary: This account reflects the salary of the First Selectman's executive assistant, a non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase.

Education, OT, Longevity: This account is used for employee professional education, any emergency overtime and longevity payments for Town Hall Union employees (per contract). The amount is the same as the prior year.

Medical Benefits / FICA (Social Security) / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

DEPARTMENT: SELECTMEN

Selectman Expenses: This account is used for newspaper subscriptions and other miscellaneous Selectmen expenses that may arise. The budget amount is the same as the prior year.

Legal Services: This account is used for the legal retainer for the Town Attorney. The amount is $5,000 a month. This amount has not changed since the 1998 – 1999 budget year. The retainer covers general advice to the Town, including research, opinion letters, review of contracts, leases, acceptance of roads and open space acquisitions. It also includes advice to the Board of Selectmen, the Board of Finance, the Legislative Council, the Assessor; Tax Collector; Building Department; Health District; Conservation Commission; Economic Development Commission; Board of Finance; Park & Recreation Commission; Board of Assessment Appeals and the Ethics Board. It also includes attendance at various meetings as requested.

Legal Services – Other: This account covers litigation expenses including union negotiations. The amount budgeted is the same as the prior year. This account budget has been amended in years of heavy litigation. The extra budget amount has come from the contingency account.

DEPARTMENT: SELECTMEN - OTHER

MISSION/DESCRIPTION

This department accounts for town wide (centralized) clerking for committee and board meetings; office supplies; leasing and postage; legal advertising; copier contracts and repairs and maintenance of office equipment. In the near future this department will be discontinued and the related budget amounts will be accounted for in their respective departments. The purchasing and control of these items will still be centralized.

BUDGET HIGHLIGHTS

The Selectmen – Other department budget has increased by $2,248 or 0.9% due mainly to adding hours for an AV-tech professional to video and record public meetings.

SELECTMEN – OTHER BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
SELECTMEN - OTHER	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
CLERKS	35,047	32,268	38,225	38,225	38,225	41,525	41,525	41,525	41,525	3,300	8.6%
FICA	-	706	1,755	1,755	1,755	1,935	1,935	1,935	1,935	181	10.3%
OFFICE SUPPLIES	50,167	57,650	52,745	52,745	52,745	67,745	67,745	67,745	67,745	15,000	28.4%
LEASING	59,606	63,430	34,650	34,650	34,650	16,650	16,650	16,650	16,650	(18,000)	-51.9%
LEGAL ADVERTISING	20,430	20,087	18,000	18,000	18,000	18,000	18,000	18,000	18,000	-	0.0%
POSTAGE	48,448	50,486	50,000	50,000	50,000	50,000	50,000	50,000	50,000	-	0.0%
COPIERS	32,289	32,883	35,100	35,100	35,100	36,867	36,867	36,867	36,867	1,767	5.0%
REPAIR/MAINTENANCE	8,622	2,098	7,500	7,500	7,500	7,500	7,500	7,500	7,500	-	0.0%
	254,608	259,607	237,975	237,975	237,975	240,222	240,222	240,222	240,222	2,248	0.9%

DEPARTMENT: SELECTMEN - OTHER

ACCOUNT DETAIL

Clerks: This account pays for clerking at the various board and committee meetings.

Clerks	12-13	Difference	13-14	
Board of Assess.	375	-	375	(3 @ $125)
A/V Tech.	-	2,300	2,300	New - to record Board meetings
Board of Ethics	500	-	500	(4 @ $125)
Board of Finance	3,500	-	3,500	(28 @ $125)
Board of Selectman	3,375	-	3,375	(27 @ $125)
Charter Revision	-	1,000	1,000	(8 @ $125)
Commission on Aging	1,500	-	1,500	(12 @ $125)
Conservation Commission	2,750	-	2,750	(242@ $125)
EDC	1,500	-	1,500	(12 @ $125)
Emplee Medical Benefits Bd.	500	-	500	(4 @ $125)
Fire Commission	1,750	-	1,750	(14 @ $125)
Hattertown Historic District	125	-	125	(1 @ $125)
Inland Wetlands	2,750	-	2,750	(22 @ $125)
Legislative Council	4,900	-	4,900	(28 @ $175)
Parks & Recreation Comm	1,750	-	1,750	(14 @ $125)
Pension Committee	1,000	-	1,000	(10 @ $125)
Planning & Zoning Comm	4,200	-	4,200	(24 @ $175)
Police Commission	1,500	-	1,500	(12 @ $125)
Public Building Committee	1,500	-	1,500	(12 @ $125)
Public Safety	500	-	500	(4 @ $125)
Sustainable Energy	1,250	-	1,250	(10 @ $125)
Misc. Boards & Commissions	3,000	-	3,000	(24 @ $125)
TOTALS	38,225	3,300	41,525	

DEPARTMENT: SELECTMEN - OTHER

Social Security: – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. In the years prior to 2011-2012 this account was accounted for in one department. It has since been distributed to the responsible department.

Office Supplies: Office supplies are purchased by the Finance department and are accounted for in this account.

Supplies	12-13	Difference	13-14
Paper	7,000	-	7,000
Print Cartridges	-	15,000	15,000
Assessor	5,500	-	5,500
Building	3,500	-	3,500
Communications	2,500	-	2,500
Economic & Community Dev	700	-	700
Fire Marshal	350	-	350
First Selectman	2,370	-	2,370
Finance	3,500	-	3,500
GIS	1,200	-	1,200
Highway	2,000	-	2,000
Land Use	3,500	-	3,500
Legislative Council	-	-	-
Parks & Rec	3,975	-	3,975
Police	5,500	-	5,500
Registrar	2,000	-	2,000
Senior Services	1,000	-	1,000
Social Services	400	-	400
Tax Collector	4,000	-	4,000
Town Clerk	3,500	-	3,500
Misc. Boards/Commissions	250	-	250
Totals:	52,745	15,000	67,745

DEPARTMENT: SELECTMEN - OTHER

Leasing: This account pays for the fees charged by ADP for the online payroll system used by the Town. Maintenance fees for the Assessor and Tax Collector systems were paid out of this account. They have been transferred to the Technology department budget for 2013-14.

Legal Advertising: This account covers legal notices for all departments; such as Town meetings, public hearings, job postings, bid notices, etc.

Postage: This account covers postage for the whole town. The budget amount is based on prior year's experience.

Copiers: This account covers copier lease charges for all departments.

Copiers				
	12-13	Difference	13-14	
Staples & Excess Usage	5,188	-	5,188	
Assessor	3,329	-	3,329	
Fire Marshal	2,595	-	2,595	
First Selectman's Office	4,399	701	5,100	New -Color capability
Highway (GE Capitol)	2,196	-	2,196	
Land Use	3,168	232	3,400	New -print/scan/fax capabilities
Park & Rec	2,612	-	2,612	
Police	5,076	724	5,800	New -Color Cube
Registrars	1,031	-	1,031	
Senior Center	890	110	1,000	New -print/scan/fax capabilities
Tax Collector	1,800	-	1,800	
Town Clerk	2,816	-	2,816	
Totals	35,100	1,767	36,867	

DEPARTMENT: SELECTMEN - OTHER

Repair / Maintenance: This account covers the repair and maintenance of town wide office equipment.

Repair/Maintenance	12-13	Difference	13-14	
Assessor	2,000	-	2,000	Adv.Comp. Tech. Ann. Serv. $720
Building	150	-	150	
Communications	500	-	500	Cleaning Dispatcher chairs
Finance	300	-	300	Repairs and Mnt. For typwriter
Fire Marshal	500	-	500	
First Selectman	250	-	250	
Highway	400	-	400	
Land Use	400	-	400	typew riters(3), recorders(3) transcriber, plotter, microphones(7)
Parks & Recreation	900	-	900	Risograph Machine -contract
Police Department	300	-	300	
Registrars	750	-	750	Voting Machines
Senior Services	150	-	150	
Tax Collector	200	-	200	
Town Clerk	700	-	700	Map View er, Reader/Printer, Blue Print Machine
Total	7,500	-	7,500	

DEPARTMENT: HUMAN RESOURCES

MISSION/DESCRIPTION

The Town of Newtown's Human Resources Department serves to attract, develop, administer benefits, motivate and retain a diverse workforce within a supportive, safety conscious work environment.

BUDGET HIGHLIGHTS

Costs for the human resource function were brought together in a single department in 2011-2012. This was done to get an accurate cost of the human resource function. The salary account was in the Selectman's department. The employee benefits accounts were in two separate employee benefit departments (employee benefits & pension). So were the services accounts. Budget increased $690 or 0.6% due to an increase in salary and benefits offset by a decrease in fees and professional services (adjusted for prior year experience).

HUMAN RESOURCES BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
HUMAN RESOURCES	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
HUMAN RESOURCE ADMINISTRATOR	-	57,418	57,500	58,506	58,506	59,501	59,501	59,501	59,501	995	1.7%
MEDICAL BENEFITS	-	15,513	15,035	15,035	15,035	15,444	15,444	15,444	15,444	409	2.7%
FICA	-	4,314	4,399	4,399	4,399	4,552	4,552	4,552	4,552	153	3.5%
LIFE INSURANCE	-	186	190	190	190	186	186	186	186	(4)	-2.0%
PENSION	-	3,399	3,450	3,450	3,450	3,570	3,570	3,570	3,570	120	3.5%
LONG TERM DISABILITY	-	142	166	166	166	183	183	183	183	17	10.2%
SERVICES & SUPPLIES	-	21,815	25,000	25,000	25,000	25,000	25,000	25,000	25,000	-	0.0%
FEES & PROF SERVICES	-	17,549	5,000	5,000	4,000	4,000	4,000	4,000	4,000	(1,000)	-20.0%
	-	120,336	110,739	111,745	110,745	112,435	112,435	112,435	112,435	690	0.6%

DEPARTMENT: HUMAN RESOURCES

ACCOUNT DETAIL

Human Resource Administrator: The Human Resource Administrator is a non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase.

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

Services & Supplies: This account reflects the Pension actuarial services supplied to the town for current and retired employees. This includes the service of preparing the pension checks.

Fees & Professional Services: This account reflects pre-employment testing, quarterly retirement administrative fees and misc medical expenses not covered by insurance or workers compensation.

HUMAN RESOURCE - MEASURES & INDICATORS						
(Calendar Year)						
		Actual	Actual	Actual	Est.	
Measure/Indicator		2008	2009	2010	2011	
Sickness absence rate (%)		2.63	3.14	3.08	2.43	
Injury - days away		33	225	58	30	

DEPARTMENT: TAX COLLECTOR

MISSION/DESCRIPTION

To collect all taxes, interest, fees, sewer assessments and sewer use charges due to the Town of Newtown and to account for them in a timely manner. Operate the tax office in a courteous, professional and efficient manner. The Tax Collector's Office carries out duties and responsibilities in full compliance with applicable laws, regulations and ordinances.

BUDGET HIGHLIGHTS

The budget for the Tax Collector's department, for fiscal year 2013-14 has increased by $3,232 or 1.1%. Increase is mainly due to salaries which increased 1.70% plus $1,160 was added to over time for busy collection periods to maintain customer service during those time periods.

TAX COLLECTOR BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
TAX COLLECTOR	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
TAX COLLECTOR	62,818	63,806	63,912	65,206	65,206	66,315	66,315	66,315	66,315	1,109	1.7%
CLERICAL	127,323	127,553	136,050	136,050	136,050	137,210	137,210	137,210	137,210	1,160	0.9%
MEDICAL BENEFITS	-	79,249	76,834	76,834	76,834	78,106	78,106	78,106	78,106	1,271	1.7%
FICA	-	14,650	15,297	15,297	15,297	15,570	15,570	15,570	15,570	273	1.8%
LIFE INSURANCE	-	1,390	1,418	1,418	1,418	1,459	1,459	1,459	1,459	41	2.9%
PENSION	-	8,579	8,507	8,507	8,507	7,564	7,564	7,564	7,564	(943)	-11.1%
LONG TERM DISABILITY	-	516	696	696	696	718	718	718	718	22	3.2%
TRAVEL & DUES	331	434	450	450	450	750	750	750	750	300	66.7%
	190,472	296,177	303,164	304,458	304,458	307,691	307,691	307,691	307,691	3,232	1.1%

DEPARTMENT: TAX COLLECTOR

ACCOUNT DETAIL

Tax Collector: The Tax Collector is a non union position. Non union positions have been given a 1.7% increase (which matches the social security COL increase). Total amount is 75,176. Of which 8,861 is charged to the sewer fund budget (leaving 66,315).

Clerical: The clerical payroll account is comprised of the following:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED	1st SELECTMAN			
POSITION	union	# AUTH.	BUDGET	# AUTH.	PROPOSED	# AUTH.	BUDGET
Assistant Tax Collector	th	1	50,860	1	50,860	0	-
Bookkeeper / Data Entry	th	1	35,613	1	35,613	0	-
Bookkeeper / Data Entry	th	1	35,613	1	35,613	0	-
Collector for Sewers (32,995 = 100%, $26,396 to sewer fund)***	th	1	6,599	1	6,599	0	-
Part time summer employee			5,526		5,526		-
Overtime for busy collection periods			1,840		3,000		1,160
*** Hours increased from 30 to 37.5 per week to cross train with assessor		4	136,050	4	137,210	0	1,160

All full time positions belong to the Town Hall Employees CSEA, Local 2001 SEIU Union. A contract has not been negotiated for 2013 – 2014 yet.

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

DEPARTMENT: TAX COLLECTOR

Travel & Dues: This account pays for dues for state and county tax collector associations. It also pays for meeting fees for those associations. Also pays for tax collector certification courses. Account has increased due to additional certification courses needed.

Web site for Connecticut Tax Collectors Association: TAX COLLECTOR ASSOCIATION

TAX COLLECTOR - MEASURES & INDICATORS						
		Actual	Actual	Actual	Actual	Actual
Measure/Indicator		2008	2009	2010	2011	2012
Current Year Tax Collection Rate		99.05%	99.08%	99.17%	99.12%	99.00%
Number of Customer Accounts		39,515	39,415	39,270	39,350	38,973
Note: a decrease in customer accounts represents, mainly, a decrease in motor vehicle accounts.						

DEPARTMENT: PROBATE COURT

MISSION/DESCRIPTION

Connecticut's probate court system is built on a 300-year-old foundation of commitment to service, integrity, and the rule of law. Today, in addition to their traditional role of overseeing decedents' estates and trusts, the probate courts handle a wide range of sensitive issues affecting children, the elderly, persons with intellectual disability, and individuals with psychiatric disabilities. In carrying out their responsibilities, the probate courts strive to protect the rights of individuals while affording those involved in probate matters an approachable and consumer friendly environment.

Website: CT PROBATE COURT

BUDGET HIGHLIGHTS

The Connecticut probate court system was centralized in 2011-2012. The budget item in this department represents a contribution towards the expenses of the Northern Fairfield County Probate District (45) regional probate court in Bethel. Centralizing the probate court system was done as an efficiency measure to save money. So far it has not saved Newtown any money.

PROBATE BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
PROBATE COURT	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
SUPPLIES	3,499	6,160	6,860	6,860	6,860	6,343	6,343	6,343	6,343	(517)	-7.5%
MAINTENANCE	500	-	-	-	-	-	-	-	-	-	
	3,999	6,160	6,860	6,860	6,860	6,343	6,343	6,343	6,343	(517)	-7.5%

DEPARTMENT: TOWN CLERK

MISSION/DESCRIPTION

The Town Clerk's Office serves the Town by performing over 500 duties mandated by the Secretary of the State as well as over 100 duties mandated by the Town. Some of these functions include: recording and indexing of land records which include deeds, mortgages, veteran discharge records and Survey Maps from the year 1711 to the present; maintaining vital records. All birth, death, marriage, civil union involving Newtown residents as well as those non-residents occurring in Newtown from the year 1711 to the present; issuing marriage licenses, dog licenses and liquor licenses. Agendas of all boards and commissions and minutes are posted on Town website and hard copies of town meetings are maintained in our office. Trade name certificates for businesses doing business in the Town of Newtown are filed in our office; elections - it is the Town Clerk's responsibility to create poll and absentee ballots for all Town, State and Federal elections, primaries and referendums. The Town Clerk is also responsible for issuing, mailing and recording absentee ballots up to the point of delivery the day of the election.

Our Mission is to always provide for and serve all of the citizens of Newtown in the most fair and objective manner possible while always adhering to all of the laws of our State and Town.

BUDGET HIGHLIGHTS

The budget for the Town Clerk's department, for fiscal year 2013-2014 has increased by $1,452 or 0.5%. Increase is due to an increase in non union salaries.

TOWN CLERK BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
TOWN CLERK	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
TOWN CLERK	65,710	66,601	66,696	67,863	67,863	69,017	69,017	69,017	69,017	1,154	1.7%
ASSISTANT TOWN CLERKS	95,067	99,237	101,224	101,224	101,224	101,224	101,224	101,224	101,224	-	0.0%
MEDICAL BENEFITS	-	58,575	57,626	57,626	57,626	58,114	58,114	58,114	58,114	488	0.8%
FICA	-	12,312	12,846	12,846	12,846	13,023	13,023	13,023	13,023	178	1.4%
LIFE INSURANCE	-	810	834	834	834	843	843	843	843	9	1.0%
PENSION	-	8,681	8,632	8,632	8,632	8,205	8,205	8,205	8,205	(427)	-4.9%
LONG TERM DISABILITY	-	406	476	476	476	527	527	527	527	51	10.7%
DUES	2,498	2,060	3,000	3,000	3,000	3,000	3,000	3,000	3,000	-	0.0%
INDEXING	46,864	37,506	30,000	30,000	30,000	30,000	30,000	30,000	30,000	-	0.0%
VITAL STATISTICS	442	416	1,200	1,200	500	1,200	1,200	1,200	1,200	-	0.0%
ANNUAL REPORT	2,484	2,492	2,500	2,500	2,500	2,500	2,500	2,500	2,500	-	0.0%
	213,064	289,096	285,034	286,201	285,501	287,653	287,653	287,653	287,653	1,452	0.5%

ACCOUNT DETAIL

Town Clerk**:** The Town Clerk is an elected non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase.

Assistant Town Clerks: The Assistant Town Clerks payroll account is comprised of the following:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED	1st SELECTMAN			
POSITION	union	# AUTH.	BUDGET	# AUTH.	PROPOSED	# AUTH.	BUDGET
Assistant Town Clerk	th	3	101,224	3	101,224	0	-

All full time positions belong to the Town Hall Employees CSEA, Local 2001 SEIU Union. A contract has not been negotiated for 2013 – 2014 yet.

DEPARTMENT: TOWN CLERK

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

Dues: This account covers the cost of yearly dues for the Ct Town Clerks Association, the New England Clerks Association and the International Clerks Association. There are County quarterly meetings with mandatory attendance. It also covers the cost of two conferences in which attendance is required per State Statute. Also covers continuing education for Town Clerk certification and further education for all assistants.

Web site for Connecticut Town Clerks Association: CT TOWN CLERKS ASSOC

Indexing: This account reflects monthly fees for microfilm creation, offsite storage for microfilm, web hosting, software license/support, audits, indexing supplies, publication of codification of all ordinances and regulations. The Town Clerk has been able to upgrade software to the most current technology available, also adding two online features (1) enabling the public to print land records from their computers (TOWN CLERK PORTAL) which generates additional monthly revenue and (2) a PropertyCheck, a 24/7 service that protects residents from potential property and mortgage fraud (PROPERTY CHECK) .

Vital Statistics: In accordance with Sec. 7-76 of the Connecticut General Statutes fees due to other Towns for recording births, marriages and deaths.

Annual Report: This account reflects the cost of printing a Town annual report. This action is enacted by our Charter in section 8-10 and State Statute sec. 7-100. All officers, boards, commissions and departments of the Town shall submit a report of their activities during the previous fiscal year to the Town Clerk prior to October 1. The Town Clerk shall prepare and publish the annual Town report as soon as practical thereafter.

TOWN CLERK - MEASURES & INDICATORS						
(calander year)						
	Actual	Actual	Actual	Actual	Actual	Est
Measure/Indicator	2007	2008	2009	2010	2011	2012
Land Records Processed	7,693	5,926	6,756	6,274	6,084	6,800
Birth Certificates	224	183	177	199	164	160
Death Certificates	187	169	192	199	204	210
Marriage Certificates	125	137	157	140	132	140
Dog Licenses	1,601	1,719	1,906	1,897	2,048	1,960
Civil Unions	5	6	-	-	-	
Note: Land Records indicate # of "instruments", not the # of pages in the instrument.						

DEPARTMENT: REGISTRARS

MISSION/DESCRIPTION

The Registrars of Voters strives to increase voter enrollment and participation, maintain voter files, and conduct elections, primaries and referendums and to uphold the integrity of the electoral process.

Legal Requirements and Primary Responsibilities:

Federal/State Election Laws and Regulations and Municipal Ordinances mandate the duties and responsibilities of the department. These mandates govern the conduct of elections, primaries and referendums, registration and enrollment of voters and maintenance of voter files and election related records. Some of our duties and responsibilities include:

1. Administration of elections, primaries and referendums.
2. Conducting and promoting voter registration and promoting voter participation.
3. Informing citizens/residents of their voting rights and responsibilities.
4. Providing updates on recent changes in election laws, rules and regulations.
5. Conducting the Annual Canvass of Voters.
6. Certification of petition signatures.
7. Appointing and training all Election Officials.

Registrars are elected every four (4) years.

BUDGET HIGHLIGHTS

The budget for the Registrar's department, for fiscal year 2013 is increased by $1,092 or 0.9%. This was mainly due to an increase in salaries.

REGISTRARS BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
REGISTRARS	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
REGISTRARS	58,416	58,439	58,440	59,463	59,463	60,474	60,474	60,474	60,474	1,011	1.7%
CLERKS	12,480	15,830	18,200	18,200	17,000	18,500	18,500	18,500	18,500	300	1.6%
TYPIST-CANVASS CARDS	800	85	-	-	-	-	-	-	-	-	
REFERENDA	22,490	23,239	10,300	10,300	10,300	10,300	10,300	10,300	10,300	-	0.0%
PRIMARIES	18,988	8,563	-	-	-	-	-	-	-	-	
ELECTION WORKERS	21,803	25,151	26,650	26,650	26,650	25,000	25,000	25,000	25,000	(1,650)	-6.2%
MACHINE EXAMINER	1,910	-	2,000	977	977	2,000	2,000	2,000	2,000	1,023	104.7%
FICA	-	6,452	6,245	6,245	6,245	6,654	6,654	6,654	6,654	408	6.5%
EDUCATION & TRAINING	4,423	2,810	3,330	3,330	3,330	3,330	3,330	3,330	3,330	-	0.0%
DUES	100	120	120	120	120	120	120	120	120	-	0.0%
	141,410	140,690	125,285	125,285	124,085	126,377	126,377	126,377	126,377	1,092	0.9%

DEPARTMENT: REGISTRARS

ACCOUNT DETAIL

Registrars: The Registrars are elected non union employees. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase.

The Registrars payroll account comprises the following:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED	1st SELECTMAN			
POSITION	union	# AUTH.	BUDGET	# AUTH.	PROPOSED	# AUTH.	BUDGET
Registrar	nu	2	59,463	2	60,474	0	1,011

Clerks: The last merit increase for our hourly employees was July of 2009. This will allow them to go from $12.88 to $13.25 per hour.

Typist – Canvass Cards: Canvass is required by state statute to be conducted between January and May of each year. This is for address verification. No budget is required. In the past work was performed after hours. This work can now be done during regular hours.

Referenda: This is for all costs associated with the annual budget referendum. Additional referenda will require a transfer of funds.

Primary: Since we usually do not have local primaries, I did not budget for one. As a side note an estimate is $10,000 per party.

Election Expenses: This is for all costs associated with the November election.

DEPARTMENT: REGISTRARS

Machine Examiner: The Registrars have to have an outside agency come in and test the tabulators annually. We have a contract which includes the mandated inspection as well as repairs (which are very costly and frequent).

Social Security: Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare.

Education & Training: Education and training covers the cost of biannual conferences for education and law updates as well as official state training for our moderators. There are also classes for the Registrars to attend.

Dues: Annual dues for the Registrars of Voters Association of Connecticut (ROVAC). Among other things this association provides professional development and is a valuable resource for the department. An additional benefit to being a member of ROVAC is discounted prices for biannual conferences.

Web site for ROVAC: REGISTRARS OF VOTERS ASSOC OF CT

DEPARTMENT: ASSESSOR

MISSION/DESCRIPTION

The Assessor's Office is responsible for maintaining and creating the annual Grand List. This List includes Real Property, Personal Property, and Motor Vehicles. All assessments are at 70% of its value in accordance with provisions of the Connecticut General Statutes. Real property is land and building improvements located within the City limits. Taxation is based on the assessed value established during the last revaluation. The interim years are updated with the addition of new construction. This involves the physical inspection of new construction, i.e., new house, addition, decks, remodeling, etc. The source is usually through the building permits issued. The Personal Property list consists of all businesses located within the Town of Newtown. In general terms, personal property is everything needed to engage in a business enterprise, excluding land and any improvements thereon. The common categories are machinery, furniture and fixtures, equipment, data processing equipment, horses and ponies, and unregistered motor vehicles. Discovery of new accounts are obtained by telephone directories, newspaper articles, advertisements, trade names filed with the City Clerk, and a physical canvass of the business districts. State Statutes require all owners of business personal property to file annual lists of such property no later than November 1st, or be subject to a 25% penalty. The Motor Vehicle list is developed with the help of the Department of Motor Vehicles. Pursuant to Section 14-163 of the Connecticut General Statutes, the Commissioner of Motor Vehicles is required to furnish to the Assessor in each town, a list containing the names and addresses of the owners of motor vehicles, residing in their respective towns, as they appear on October 1st of each year, using the records of the motor vehicles department. The list is then priced and developed according to this information. The values are based on average retail from the National Automobile Dealers Association price guides recommended by the Office of Policy & Management. In addition, the Assessor is responsible for reviewing and approving various forms of property tax relief. The result of these efforts is annual reconciliation of the Grand List: a record of all Taxable and Tax-exempt property in Newtown.

BUDGET HIGHLIGHTS

The budget for the Assessor department, for fiscal year 2013-2014 is increased by $3,160 or 1.3%. This was mainly due to an increase in salaries and an increase in continuing education and publications.

ASSESSOR BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
ASSESSOR	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
ASSESSOR	67,500	68,416	68,513	69,712	69,712	70,897	70,897	70,897	70,897	1,185	1.7%
DEP ASSESSOR / DATA ENTRY CLERK	139,690	105,404	85,806	89,366	89,366	89,366	89,366	89,366	89,366	0	0.0%
MEDICAL BENEFITS	-	62,972	41,927	41,927	41,927	42,657	42,657	42,657	42,657	730	1.7%
FICA	-	12,607	11,805	12,077	12,077	12,260	12,260	12,260	12,260	183	1.5%
LIFE INSURANCE	-	939	958	958	958	778	778	778	778	(180)	-18.8%
PENSION	-	8,779	7,058	7,058	7,058	6,434	6,434	6,434	6,434	(624)	-8.8%
LONG TERM DISABILITY	-	414	538	538	538	496	496	496	496	(42)	-7.8%
SCHOOL / DUES / PUBLICATIONS	5,556	6,073	8,500	6,668	6,668	8,500	8,500	8,500	8,500	1,832	27.5%
SAFETY CLOTHS & ALLOWANCE	75	-	-	-	-	75	75	75	75	75	
FIELD SERVICE	12,500	7,500	8,000	6,000	6,000	6,000	6,000	6,000	6,000	-	0.0%
	225,321	273,104	233,105	234,304	234,304	237,464	237,464	237,464	237,464	3,160	1.3%

ACCOUNT DETAIL

Assessor: The Assessor is a non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase.

Deputy Assessor / Clerk: The Deputy Assessor / Clerk payroll account is comprised of the following:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED	1st SELECTMAN			
POSITION	union	# AUTH.	BUDGET	# AUTH.	PROPOSED	# AUTH.	BUDGET
Deputy Assessor	th	1	53,104	1	53,104	0	-
Administrative Assistant	th	0	-	0	-	0	-
Data Entry Clerk	th	1	36,262	1	36,262	0	-
		2	89,366	2	89,366	0	-

All full time positions belong to the Town Hall Employees CSEA, Local 2001 SEIU Union. A contract has not been negotiated for 2013 – 2014 yet.

DEPARTMENT: ASSESSOR

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

School, Dues, Publications: Continuing education, to keep assessor certification, thru Connecticut Association of Assessing Officers (CAAO). (CAAO web site: CT ASSOC OF ASSESSING OFFICERS. This account also pays for property valuation periodicals and other educational materials.

Field Services: This account covers personal property audits (pursuant to CGS 12-53). Additional revenues, as a result of the audits, exceed the amount spent in this account several times over.

ASSESSOR - MEASURES & INDICATORS						
(Calendar Year)						
			(GL 2007)	(GL 2008)	(GL 2009)	
Measure/Indicator			2009	2010	2011	
Number of Real Estate Accounts			11,871	11,874	11,915	
Number of Personal Property Accounts			2,180	1,942	1,900	
Number of Motor Vehicle Accounts			26,477	26,725	26,535	
Number of Inspections			844	669	517	
Number of Motor Vehicle Adjustments			1,839	1,962	1,704	
Number of Exemptions Applied			2,247	2,261	2,291	

DEPARTMENT: FINANCE

MISSION/DESCRIPTION

The Finance Department's major areas of responsibility include budget management, payroll, purchasing, assets, accounting, debt management, investments, and financial reporting. Our mission:

- To manage and maintain financial records in conformity with generally accepted accounting principles and in compliance with State and Federal laws.
- To develop and maintain effective and efficient financial planning, reporting and central support systems in order to support the operating departments in achieving their program objectives.
- To provide the First Selectman, Board of Selectmen, Board of Finance and Legislative Council with financial information on a timely and meaningful basis.
- To provide quality service to the residents; and to safeguard the Town's assets.

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BUDGET HIGHLIGHTS

The budget for the Finance department, for fiscal year 2013-2014 is increased by $5,437 or 1.1%. Increase is due mainly to salary and employee benefits.

FINANCE BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
FINANCE	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
FINANCIAL DIRECTOR	125,000	126,695	126,875	134,375	134,375	139,202	139,202	139,202	139,202	4,827	3.6%
CLERICAL	134,724	137,536	139,807	139,807	139,807	139,807	139,807	139,807	139,807	-	0.0%
ASST FINANCIAL DIRECTOR	64,477	65,385	65,482	67,671	67,671	68,821	68,821	68,821	68,821	1,150	1.7%
MEDICAL BENEFITS	-	78,638	76,679	76,679	76,679	77,497	77,497	77,497	77,497	818	1.1%
FICA	-	23,999	23,875	23,875	23,875	24,758	24,758	24,758	24,758	883	3.7%
LIFE INSURANCE	-	1,821	1,857	1,857	1,857	1,774	1,774	1,774	1,774	(83)	-4.5%
PENSION	-	25,613	25,445	25,445	25,445	24,052	24,052	24,052	24,052	(1,393)	-5.5%
LONG TERM DISABILITY	-	815	955	955	955	1,090	1,090	1,090	1,090	135	14.1%
EDUCATION & TRAINING	3,505	3,534	2,900	2,900	2,900	3,000	3,000	3,000	3,000	100	3.4%
SUBSCRIPTIONS	423	374	375	375	375	375	375	375	375	-	0.0%
TECHNOLOGY MAINTENANCE	3,685	1,013	3,000	3,000	3,000	2,000	2,000	2,000	2,000	(1,000)	-33.3%
	331,815	465,422	467,249	476,938	476,938	482,375	482,375	482,375	482,375	5,437	1.1%

DEPARTMENT: FINANCE

ACCOUNT DETAIL

Financial Director: The Financial Director is a non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase.

Clerical: The Clerical payroll account comprises the following:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN		
POSITION	union	# AUTH.	BUDGET	# AUTH.	PROPOSED	# AUTH.	BUDGET
Accountant/Payroll ($60,645 - 5% charged to sewer fund)	th	1	57,613	1	57,613	0	-
Accounts Payable Clerk	th	1	43,682	1	43,682	0	-
Secretary	th	1	38,511	1	38,511	0	-
		3	139,807	3	139,807	0	-

All full time positions belong to the Town Hall Employees CSEA, Local 2001 SEIU Union. A contract has not been negotiated for 2013 – 2014 yet.

Assistant Financial Director: The Assistant Financial Director is a non union position.

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

DEPARTMENT: FINANCE

Education & Training: This account pays for Government Finance Officers Association (GFOA) dues for both state and national organization. It also pays for the GFOA national conference, Connecticut GFOA quarterly meetings and other professional development meetings.

Web site for the National Government Finance Officers Association: GOVT FINANCE DIRECTORS ASSOC

Subscriptions: This account pays for an annual subscription to the Wall Street Journal.

Technology: This account pays for two software licenses: fixed assets and capital improvement plan (CIP) reporting. The long term planning software was discontinued hence the decreased budget amount.

FINANCE - MEASURES & INDICATORS						
Fiscal Year						
	Actual	Actual	Actual	Actual	Actual	Actual
Measure/Indicator	2007	2008	2009	2010	2011	2012
GFOA Certificate for Excellence in Financial Reporting	Yes	Yes	Yes	Yes	Yes	Yes
Audit Findings of Material Weakness	None	None	None	None	None	None
Unassigned Fund Balance as a % of General Fund Expenditures	n/a	7.83%	7.24%	6.71%	7.09%	7.94%
Short Term Investment Fund Return	5.50%	2.35%	0.51%	0.26%	0.22%	0.12%

DEPARTMENT: TECHNOLOGY DEPARTMENT

MISSION/DESCRIPTION

The Technology and Geographic Information Systems Department provides project management and technology support for all town departments, including 24x7 emergency services. The technology side of the department provides hardware and software help desk support, project management, vendor quotations, and purchasing. With computer aided technologies at the forefront of productivity enhancement, the technology department has implemented network connectivity between buildings while providing a secure pathway for the sharing of information. The backbone of which are routers, switches, firewalls, servers, and Virtual Private Networks. We continue to develop, enhance, and manage this infrastructure to ensure full utilization of this investment.

Within this Information Technology framework, the Geographic Information System provides a central repository to query the town's information. GIS continues to improve productivity and information sharing, map making, and data analysis support for the departments and the public.

The Information Technology and GIS department's operations take into consideration the following core strategies to implement the vision statement above:

-Enhance service for departments and the public through the targeted use of web enabled technologies and applications.

-Integration of municipal databases and applications to a common standard to facilitate information sharing between departments and the public.

-Implement new technologies to improve Town operations, enhance service to the public, reduce cost and streamline processes.

-Maintain a secure Information technology infrastructure to ensure the safety and integrity of the town's information.

-Provides project management, as well as training and instruction, to foster and enhance the town's information technology investments.

DEPARTMENT: TECHNOLOGY DEPARTMENT

BUDGET HIGHLIGHTS

The budget for the Technology department, for fiscal year 2013-2014 is increased by $8,819 or 1.9%. This is mainly due to increases in salary and employee benefits. See individual accounts for more detail.

TECHNOLOGY DEPARTMENT BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
TECHNOLOGY DEPARTMENT	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
TECHNOLOGY/GIS MANAGER	83,500	84,633	84,753	86,236	86,236	88,202	88,202	88,202	88,202	1,966	2.3%
TECHNOLOGY ADMINISTRATION	79,890	94,487	94,590	98,639	98,639	101,498	101,498	101,498	101,498	2,859	2.9%
MEDICAL BENEFITS	-	42,476	49,196	49,196	49,196	50,501	50,501	50,501	50,501	1,305	2.7%
FICA	-	12,888	13,720	13,720	13,720	14,512	14,512	14,512	14,512	792	5.8%
LIFE INSURANCE	-	514	529	529	529	533	533	533	533	4	0.7%
PENSION	-	8,070	7,925	7,925	7,925	7,361	7,361	7,361	7,361	(564)	-7.1%
LONG TERM DISABILITY	-	427	500	500	500	557	557	557	557	57	11.4%
SUPPLIES	-	-	-	-	-	-				-	
DUES, TRAVEL & TRAINING	8,500	9,362	10,300	10,300	10,300	10,300	10,300	10,300	10,300	-	0.0%
MAINTENANCE	81,577	87,573	144,710	144,710	144,710	147,010	147,010	147,010	147,010	2,300	1.6%
CAPITAL	29,380	31,578	45,900	45,900	45,900	46,000	46,000	46,000	46,000	100	0.2%
	282,847	372,008	452,123	457,655	457,655	466,474	466,474	466,474	466,474	8,819	1.9%

DEPARTMENT: TECHNOLOGY DEPARTMENT

ACCOUNT DETAIL

Technology / GIS Manager: The Technology / GIS Manager are a non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase. A $500 salary enhancement has been added.

Technology Administration: The Technology Administration payroll account comprises the following:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN		
POSITION	union	# AUTH.	BUDGET	# AUTH.	PROPOSED	# AUTH.	BUDGET
Technology Specialist	nu	1	49,007	1	50,340	0	1,333
GIS Software Specialist	nu	1	43,550	1	44,790	0	1,240
Secretary Support (5 hours per week)			6,082		6,368		286
		2	98,639	2	101,498	0	2,859

Both positions are non union. A $500 salary enhancement has been added to the Technology Specialist and the GIS Software Specialist.

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

DEPARTMENT: TECHNOLOGY DEPARTMENT

Dues, Travel & Training: There is a wide understanding that in order for government to meet the needs of the public, government must adopt technologies that conform to this strategy. This budgetary line item provides for an on-going program of training and instruction on critical applications to help users develop and enhance skill sets for their business practices. This includes technical presentations, conferences, and workshops to take advantage of rapidly changing technologies.

DESCRIPTION	COST
ESRI USERS GROUP CONFERENCE	3,500
EMPLOYEE MILEAGE REIMBURSEMENT	300
TOWN EMPLOYEE OFFICE APPLICATION TRAINING-10 COUPONS	2,500
VMWARE SERVER TRAINING (virtual machine software)	2,200
ESRI ARCGIS DESKTOP 10 TRAINING	1,800
	10,300

Maintenance: This budget line item accounts for an ongoing program to maintain the current investment in software and hardware throughout the enterprise. This line item consolidates contractual services for all the town's software and hardware.

DESCRIPTION	COST
MAINTENANCE FOR WEBTRAC-RECTRAK-RISOGRAPH	6,100
ESRI AND TRIMBLE MAINTENANCE	15,300
VMWARE MAINTENANCE	1,500
TOWN EMAIL MAINTENANCE	4,000
WAN/WLAN/VPN/VOIP NETWORK SERVICES	9,600
SYMANTEC LICENSING	2,000
CISCO SMARTNET SOFTWARE/HARDWARE MAINTENAN	10,300
DELL WARRANTY PARTS DIRECT CERTIFICATION- 2 EMPLOYEES	400
WORK ORDER/ONLINE GIS/PERMIT APPLICATION AND WEB PORT	13,200
WEBSITE FEES (VIRTUAL TOWN HALL)-DOMAIN REGISTRATION-V	6,000
MUNIS ACCOUNTING SYSTEM MAINTENANCE (ASP; REQS;PO'S;GI	20,000
EXISTING HARDWARE OUT OF WARRANTY REPAIR/REPLACE	4,500
EOC UPS ANNUAL MAINTENANCE	2,200
NMC UPS ANNUAL MAINTENANCE	3,000
ASSESSOR QUALITY DATA SYSTEM MAINTENANCE	10,350
ASSESSOR CAMA SYSTEM MAINTENANCE	10,000
TAX COLLECTOR QUALITY DATA SYSTEM MAINTENANCE	28,560
	147,010

DEPARTMENT: TECHNOLOGY DEPARTMENT

Capital: This budget line item is reserved for non-recurring expenses envisioned for the upcoming fiscal year. This items are conveyed to the department by a hardware request and then reviewed within the IT and GIS department and with the requesting department. These investments relate back to the stated goals of the department.

DESCRIPTION		COST
SYMANTEC ENDPOINT PROTECTION UPGRADE		3,500
VOIP PHONE SYSTEM UPGRADE CALL MANAGER/UNITY		15,000
PHYSICAL DOMAIN CONTROLLER REPLACEMENT AT PD		4,500
12 REPLACEMENT COMPUTERS		12,000
KEYLESS DOOR INTEGRATION FOR NMC		7,000
FOIA COMPLIANCE-EMAIL ARCHIVING		4,000
		46,000

TECHNOLOGY DEPT. - MEASURES & INDICATORS						
(Calendar Year)						
			Actual	Actual	Actual	Est.
Measure/Indicator			2009	2010	2011	2012
IT and GIS Work Orders Completed			588	601	994	760

DEPARTMENT: UNEMPLOYMENT

DESCRIPTION

Municipalities have a choice when it comes to paying unemployment. They can pay the tax or reimburse the fund. The Town has chosen to reimburse the unemployment compensation fund for the total amount of regular benefits extended to prior employees instead of paying unemployment insurance taxes. The Town is billed once a month by the State Department of Labor for benefits paid to past employees.

BUDGET HIGHLIGHTS

This account is a very hard account to predict. The amount actually paid depends on how soon a past employee gets gainful employment. Typically this account has had a budget of $15,000. Expenditures have ranged from $7,000 to $30,000 over the years. If an additional appropriation is needed it has come from contingency.

The FICA or Social Security account was distributed between the various departments in 2011-2012 along with the other employee benefits. This was done to properly account for all department expenditures (in the department budget).

UNEMPLOYMENT BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
UNEMPLOYMENT	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
UNEMPLOYMENT ACT	16,865	39,660	15,000	15,000	15,000	15,000	15,000	15,000	15,000	-	0.0%
FICA	813,740	-	-	-	-	-	-	-	-	-	
	830,605	39,660	15,000	15,000	15,000	15,000	15,000	15,000	15,000	-	0.0%

DEPARTMENT: PENSION BENEFITS

BUDGET HIGHLIGHTS

In 2011 – 2012 the budget amount for the pension benefit costs and related costs (services and supplies) was transferred and accounted for in the various departments whose employees earn these benefits. This was done for all employee benefits in an effort to properly measure a departments total cost to operate. See the Pension Fund section starting on page 301 for a description of the pension plans.

PENSION BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
PENSION FUND	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
TOWN & POLICE PLAN	767,330	-	-	-	-	-	-	-	-	-	
ELECTED OFFICIALS	15,774	-	-	-	-	-	-	-	-	-	
SERVICES & SUPPLIES	24,175	-	-	-	-	-	-	-	-	-	
	807,279	-	-	-	-	-	-	-	-	-	

DEPARTMENT: OPEB CONTRIBUTION

DESCRIPTION

This department represents the amount contributed to the Other Post Employment Benefits (OPEB) Trust Fund for the payment of retiree medical benefits. Like the pension fund, employees that receive benefits after retirement earn those benefits each year they work. Amounts are contributed to the trust for future benefits. The Police and Teachers are eligible for retiree health benefits (the BOE budgets an amount for the teachers OPEB amounts).

BUDGET HIGHLIGHTS

This department's name has changed from "Employee Benefits" to "OPEB Contribution" due to the fact that employee benefits have been transferred and accounted for in the various departments whose employees earn these benefits. This was done for all employee benefits in an effort to properly measure a departments total cost to operate.

Contributions to the OPEB fund started in 2009-2010 due to a new accounting pronouncement. It was a planned target to reach the annual required contribution (ARC) over a period of five years. However this has not been possible due to the economic downturn. The amount in the medical benefit account represents current retiree medical costs. The total budget amount represents a percent of the ARC for the Town (BOE has their own).

OPEB CONTRIBUTION BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
OPEB CONTRIBUTION	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
MEDICAL BENEFITS	2,958,936	-	57,581	57,581	57,581	55,197	55,197	55,197	55,197	(2,384)	-4.1%
AGENCY COST SHARE	-	-	-	-	-	-	-	-	-	-	
LIFE INSURANCE	37,419	-	-	-	-	-	-	-	-	-	
LONG TERM DISABILITY	26,638	-	-	-	-	-	-	-	-	-	
OPEB CONTRIBUTION	166,000	412,146	100,000	100,000	100,000	100,000	100,000	100,000	100,000	-	0.0%
MISC BENEFITS	26,949	-	-	-	-	-	-	-	-	-	
	3,215,941	412,146	157,581	157,581	157,581	155,197	155,197	155,197	155,197	(2,384)	-1.5%

DEPARTMENT: INSURANCE

DESCRIPTION

Anticipating and responding to the risk management needs of the Town in a changing environment.

A majority of the Town's insurance is handled thru CIRMA. The Connecticut Inter-local Risk Management Agency (CIRMA) was established as a service program of the Connecticut Conference of Municipalities (CCM) in 1980 in response to the municipal insurance crisis of the time. CIRMA has become Connecticut's leading provider of municipal risk financing and risk management services. CIRMA operates two risk pools, the Workers' Compensation and the Liability-Auto-Property pool. They also provide risk management services to self-insured municipalities.

CIRMA website: CIRMA

BUDGET HIGHLIGHTS

The insurance budget has increased $13,589 or 1.4% mainly due to the Sandy Hook incident. The actual number will not be known until February.

INSURANCE BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
INSURANCE	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
LIABILITY/AUTO/PROPERTY	370,315	352,462	373,411	373,411	360,000	387,000	387,000	387,000	387,000	13,589	3.6%
UNINSURED LOSSES	9,920	12,080	10,000	10,000	10,000	10,000	10,000	10,000	10,000	-	0.0%
WORKER'S COMPENSATION	479,739	481,996	515,000	515,000	505,000	515,000	515,000	515,000	515,000	-	0.0%
OTHER	76,070	74,838	76,500	76,500	76,500	76,500	76,500	76,500	76,500	-	0.0%
	936,044	921,375	974,911	974,911	951,500	988,500	988,500	988,500	988,500	13,589	1.4%

DEPARTMENT: INSURANCE

ACCOUNT DETAIL

Liability / Auto / Property: This account covers the CIRMA premium for general liability, auto and property insurance.

Uninsured Losses: This account covers the deductibles for auto and property insurance.

Worker's Compensation: This account covers the CIRMA premium for worker's compensation insurance.

Other: This account covers the insurance consultant's fee of $30,000, a crime coverage policy, a treasurer bond, an auto & umbrella insurance for fire apparatus and employee motor vehicle license check fees. The insurance policy premiums have been increased 3% on advice from our insurance consultant.

MEASURES & INDICATORS						
	(Fiscal Year)					
	Actual	Actual	Actual	Actual	Actual	Actual
Measure/Indicator	2007	2008	2009	2010	2011	2012
Pot Hole Claims	9	1	9	19	10	15
Town Vehicle Claims	16	14	13	23	28	26
General Liability Claims	3	7	7	7	9	5
	(Calendar Year)					
Worker's Comp. Claims	58	33	31	31	37	38

DEPARTMENT: PROFESSIONAL ORGANIZATIONS

MISSION/DESCRIPTION

To participate in an inclusionary organization that champions the interests of the Town of Newtown.

BUDGET HIGHLIGHTS

HVCEO dues were voted on 11/15/2012 by member chief elected officials. A 0% increase was instituted this year.

The budget amounts for all the other four organizations have also remained the same.

PROFESSIONAL ORGANIZATIONS BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
PROFESSIONAL ORGANIZATIONS	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
HVCEO	17,123	17,123	17,465	17,465	17,465	17,465	17,465	17,465	17,465	-	0.0%
CCM	15,103	15,103	15,103	15,103	15,103	15,103	15,103	15,103	15,103	-	0.0%
NATIONAL LEAGUE OF CITIES	1,861	1,861	1,861	1,861	1,861	1,861	1,861	1,861	1,861	-	0.0%
COST	1,225	1,225	1,225	1,225	1,225	1,225	1,225	1,225	1,225	-	0.0%
REGIONAL BROWNFIELDS PARTNER	800	800	800	800	800	800	800	800	800	-	0.0%
	36,112	36,112	36,454	36,454	36,454	36,454	36,454	36,454	36,454	-	0.0%

DEPARTMENT: PROFESSIONAL ORGANIZATIONS

ACCOUNT DETAIL

HVCEO: The Housatonic Valley Council of Elected Officials (HVCEO) is a coordinating body of chief elected officials maintained by ten municipalities in western Connecticut. The municipalities are: Bethel, Bridgewater, Brookfield, Danbury, New Fairfield, New Milford, Newtown, Redding, Ridgefield and Sherman.

The HVCEO mission is to make the Housatonic Valley Region a better place to live, do business and visit thru coordinated planning and cooperative approaches.

Website: HVCEO

CCM: The Connecticut Conference of Municipalities (CCM) is Connecticut's statewide association of towns and cities. CCM is an inclusionary organization that celebrates the commonalities between, and champions the interests of, urban, suburban and rural communities. CCM represents municipalities at the General Assembly, before the state executive branch and regulatory agencies, and in the courts. CCM provides member towns and cities with a wide array of other services, including management assistance, individualized inquiry service, assistance in municipal labor relations, technical assistance and training, policy development, research and analysis, publications, information programs, and service programs such as workers' compensation, liability-automobile-property insurance, risk management, and energy cost-containment.

Website: CCM

National League of Cities: The National League of Cities (NLC) is dedicated to helping city leaders build better communities. Working in partnership with the 49 state municipal leagues, NLC serves as a resource to and an advocate for the more than 19,000 cities, villages and towns it represents. More than 1,600 municipalities of all sizes pay dues directly to NLC and actively participate as leaders and voting members in the organization.

The National League of Cities provides numerous benefits to its network of state municipal leagues and direct member cities. The National League of Cities: advocates for cities and towns in Washington, D.C. through full-time lobbying and grassroots campaigns; provides programs and services that give local leaders the tools and knowledge to better serve their communities; provides opportunities for involvement and networking to help city officials seek ideas, share solutions, and find common ground for the future; keeps leaders informed of critical issues that affect municipalities and warrant action by local officials; strengthens leadership skills by offering numerous training and education programs; recognizes municipal

DEPARTMENT: PROFESSIONAL ORGANIZATIONS

achievements by gathering and promoting examples of best practices and recognizing cities and towns for model programs and initiatives; partners with state leagues to supplement resources and strengthen the voice of local government in the nation's capital and all state capitols; and, promotes cities and towns through an aggressive media and communications program that draws attention to city issues and enhances the national image of local government. Website: NAT'L LEAGUE OF CITIES

COST: COST is an advocacy organization committed to giving small towns a strong voice in the legislative process. Its members are Connecticut towns with populations of less than 30,000.

COST IS:

- UNIQUE- The only statewide organization dedicated exclusively to serving the interests of Connecticut's small towns.
- INFLUENTIAL- A public-policy advocacy group that champions the cause of Connecticut's small towns in the Connecticut legislature and the U.S. Congress.
- RESPECTED- A professional, issues-oriented organization highly regarded by leaders at both the state and federal levels.
- PRACTICAL- The most effective way for Connecticut's small towns to speak with one voice and to have an impact on state and federal decisions that affect their future.
- SUCCESSFUL- A skilled, politically savvy advocacy team with a strong record of accomplishment.
- GROWING- COST's membership has grown substantially. Today more than 85 percent of eligible Connecticut towns are now members of COST. Website: http://www.ctcost.org/pages/index

Regional Brownfield's: The Valley Council of Governments, through our Regional Brownfield's Partnership of West Central CT (RBP), oversees and conducts a range of assistance activities across a 25-town region for the identification, assessment and remediation of Brownfield's sites. As members, municipalities pay an annual $800 dues fee. Members are, in turn, eligible to access funding from any of our various programs, including EPA site assessment grants and economic development loans for investigation and remediation for both public and privately-owned sites. The Valley Council of Governments also manages revolving loan funds in conjunction with the state and federal governments that potentially can provide large amounts of money for difficult site cleanups. Please read below to understand our mission and activities in greater detail.

Website: BROWNFIELDS

DEPARTMENT: LEGISLATIVE COUNCIL

MISSION/DESCRIPTION

This department houses the cost for the Town's required annual audit. It also pays for any miscellaneous expenses of the Legislative Council.

Per the Town Charter: 6-02 ANNUAL AUDIT
The Legislative Council shall annually designate an independent, certified public accountant or his firm to audit the books and accounts of the Town as required by the General Statutes.

The Legislative Council is made up of twelve members elected to two year terms. The Council meets on the first and third Wednesday of each month, at 7:30 pm at the Newtown Municipal Center in the Fairfield Hills Campus. The public is welcome to attend.

Website: LEGISLATIVE COUNCIL

BUDGET HIGHLIGHTS

The audit fee is split between the Town and the BOE. Having stayed the same over the past several years the audit fee has increased 2% over the prior year. 2012-13 council expenses were amended due to additional mailing relating to the budget referendum.

LEGISLATIVE COUNCIL BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
LEGISLATIVE COUNCIL	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
COUNCIL EXPENSES	-	500	500	3,682	3,682	500	500	500	500	(3,182)	-86.4%
AUDIT- TOWN	43,011	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	-	0.0%
	43,011	44,500	44,500	47,682	47,682	44,500	44,500	44,500	44,500	(3,182)	-6.7%

DEPARTMENT: LEGISLATIVE COUNCIL

ACCOUNT DETAIL

Council Expenses: This account represents miscellaneous expenses of the Legislative Council. No expenditures have been recorded to this account for the last two years. The budget amount has been consistent over the last several years.

Audit - Town: The audit fee has increased 2%.

LEGISLATIVE COUNCIL - MEASURES & INDICATORS						
	Actual	Actual	Actual	Actual	Actual	
Measure/Indicator	2007	2008	2009	2010	2011	
	(Calendar Year)					
Number of Public Hearings	1	3	6	2	3	
Number of Legislative Council Meetings	19	18	21	23	19	

DEPARTMENT: DISTRICT CONTRIBUTIONS

MISSION/DESCRIPTION

The Town of Newtown is made up of five districts: Sandy Hook, Hawleyville, Botsford, Dodgingtown, and the Borough. Two of those districts, Sandy Hook and Hawleyville, have established organizations which work to improve, develop, and preserve its neighborhood. The purpose of this account is to fund the work of neighborhood organizations for such items as plantings, lighting, and sidewalk repairs.

BUDGET HIGHLIGHTS

The Sandy Hook District contributions have been increased so that the organization can fund sidewalk maintenance and lighting.

DISTRICT CONTRIBUTIONS BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
DISTRICT CONTRIBUTIONS	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
HAWLEYVILLE DISTRICT	500	500	500	500	500	500	500	500	500	-	0.0%
SANDY HOOK DISTRICT	-	1,000	4,000	4,000	4,000	6,000	6,000	6,000	6,000	2,000	50.0%
	500	1,500	4,500	4,500	4,500	6,500	6,500	6,500	6,500	2,000	44.4%

DEPARTMENT: ECONOMIC & COMMUNITY DEVELOPMENT

MISSION/DESCRIPTION

The mission of the economic and community development office is to assist with the development and implementation of strategies that help make Newtown CT an attractive location for businesses and residents in western Connecticut. The department seeks to attract new investment and works with Newtown business persons and companies to facilitate expansion and economic growth. The department strives to maintain a process of continuous improvement and investment in the community and provides leadership in collaboration, encouragement, support, and innovation, promoting a high quality of life for current and future Newtown residents.

The Newtown Economic & Community Development Department provides oversight and technical assistance with the economic development functions, grant management and various long range economic planning and development issues in and involving Newtown, including:

- Economic development activities and opportunities (real estate, business start ups, redevelopment, business growth, marketing)
- Administration of the Housing Rehabilitation Program providing loans to low income home owners and residents
- Grant administration and Project Management for community development projects including brownfields
- Long-range strategic and comprehensive planning

Websites: http://www.Newtown.org & http://www.FairfieldHills.org

BUDGET HIGHLIGHTS

The budget for the Economic & Community Development department, for fiscal year 2014 is increased by $2,356 or 1.7 %. This is due to a salary increase and an increase in contractual services to increase our commitment to economic development.

The current budget supports ongoing operations including EDC initiatives such as FAST TRACK permitting and business retention and expansion. The initiatives are supported in the five year strategic plan for economic development adopted in Nov. 2011. The plan provides a road map with the goal of increasing the value of the commercial/industrial component of the grand list by fostering investment that will bring this change while at the same time maintaining the character of the community.

ECONOMIC & COMMUNITY DEVELOPMENT BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
ECONOMIC & COMMUNITY DEVELOPMENT	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
DIRECTOR OF COMM DEVELOPMENT	84,665	85,813	85,935	87,439	87,439	88,925	88,925	88,925	88,925	1,486	1.7%
MEDICAL BENEFITS	-	-	2,000	2,000	2,000	2,000	2,000	2,000	2,000	-	0.0%
FICA	-	6,574	6,574	6,574	6,574	6,803	6,803	6,803	6,803	229	3.5%
LIFE INSURANCE	-	740	765	765	765	741	741	741	741	(24)	-3.1%
PENSION	-	4,003	3,931	3,931	3,931	3,570	3,570	3,570	3,570	(360)	-9.2%
LONG TERM DISABILITY	-	212	248	248	248	273	273	273	273	25	10.1%
DUES / SUBSCRIPTIONS / EDUCATION	1,628	1,646	1,650	1,650	1,650	1,650	1,650	1,650	1,650	-	0.0%
CONTRACTUAL SERVICES	29,766	18,453	40,000	40,000	40,000	41,000	41,000	41,000	41,000	1,000	2.5%
	116,059	117,440	141,103	142,607	142,607	144,962	144,962	144,962	144,962	2,356	1.7%

DEPARTMENT: ECONOMIC & COMMUNITY DEVELOPMENT

ACCOUNT DETAIL

Director of Economic & Community Development: The Director of Economic & Community Development is a non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase.

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability: : Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

Dues, Subscriptions, Education: This account is for annual dues for professional organizations, professional development training and subscriptions to professional periodicals. Organizations include American Planning Association, CT Chapter and Economic Development Division, CT Economic Development Association (CEDAS), New England Economic Developers Association (NEDA), Community Builders Institute, etc.

Contractual Services: Activities in this account include basic web site hosting and web maintenance, professional services, marketing and creative design services. Preparation of copy and research costs for brochures, advertisements and printed materials necessary to market Newtown. This account also supports participation in and sponsoring of business growth and retention activities in Newtown. A part-time contract position dedicated to this function.

ECONOMIC & COMMUNITY DEVELOPMENT - MEASURES & INDICATORS						
(Fiscal Year)						
	Actual	Actual	Actual	Actual	Actual	Actual
Measure/Indicator	2007	2008	2009	2010	2011	2012
Grants Awarded:						
STEAP – Fairfield Hills Tunnels	125,000					
CDBG- Nunnawauk Meadows	600,000					
STEAP-Fairfield Hills Streetscape		300,000				
EPA-Fairfield Hills Cleanup		200,000				
STEAP-Animal Control Facility			100,000			
VCOG-Fairfield Hills Cleanup				122,200		
CDBG-Nunnawauk Meadows				546,000		
STEAP - Sandy Hook Streetscape					100,000	
STEAP - Fairfield Hills Streetscape						400,000
EPA-Fairfield Hills Cleanup						200,000
VCOG - Batchelder Cleanup						155,000

DEPARTMENT: SUSTAINABLE ENERGY COMMITTEE

MISSION/DESCRIPTION

To identify, implement and support renewable energy use, energy efficiency and energy conservation programs in which Newtown's residents, businesses, organizations and town agencies can participate.

To disseminate information relating to cost effective and environmentally conscious renewable energy use, energy efficiency and energy conservation programs.

Furthermore, the Sustainable Energy Commission will support the efforts of Town elected officials, volunteers and employees to identify and implement renewable energy use, energy efficiency and energy conservation programs.

To support, develop and organize any other such programs or innovations as recommended by the Board of Selectmen.

Web site: http://www.gogreennewtown.com/

BUDGET HIGHLIGHTS

The budget for the Sustainable Energy Committee, for fiscal year 2013-2014 has remained the same.

SUSTAINABLE ENERGY BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
SUSTAINABLE ENERGY COMM	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
SUSTAINABLE ENERGY COMM	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	-	0.0%

DEPARTMENT: FAIRFIELD HILLS AUTHORITY

MISSION/DESCRIPTION

ORDINANCE ESTABLISHING THE FAIRFIELD HILLS AUTHORITY

Section 1 The Town of Newtown hereby establishes a municipal development agency pursuant to the provisions of Public Act 05-33 to be known as the "Fairfield Hills Authority" to implement the master plan for development of Fairfield Hills Campus adopted by the Newtown Planning and Zoning Commission on March 17, 2005, effective March 28, 2005, as from time to time amended.

Section 2 The Authority shall consist of eight regular members appointed by the First Selectman of the Town of Newtown, with the approval of the Board of Selectmen. Each such member shall be an elector in the Town of Newtown. The terms of three of the initial appointees shall expire one year after the date of such appointment; the terms of three of the initial appointees shall expire two years after the date of such appointment; and the terms of two of the initial appointees shall expire three years after the date of such appointment. Thereafter, the term of each member shall be three years. Any vacancy on the Authority shall be filled immediately for the unexpired portion of the term by the First Selectman, with the approval of the Board of Selectmen. The provisions of the Charter of the Town of Newtown concerning minority representation shall apply to the membership of the Authority.

Section 3 The members of the Authority shall be sworn to the faithful performance of their duties. At its first meeting, the members of the authority shall select a chairperson, a vice-chairperson and a clerk. The clerk shall keep a record of the votes and other business of the Authority. The chairperson shall preside at all meetings of the Authority. In the absence of the chairperson, the vice-chairperson shall preside. At all meetings of the Authority, five members shall constitute a quorum for the transaction of business, which shall require a minimum of four affirmative votes for action.

Section 4 The Authority shall exercise the powers granted to it by this Ordinance and in accordance with the master plan, with respect to the land generally known as the Fairfield Hills Campus (the "Premises") and located primarily off Wasserman Way and Mile Hill South in the Town of Newtown and more particularly bounded and described as follows:
A certain piece or parcel of land constituting approximately 185 acres, more or less, designated as "Parcel 5" on a certain map entitled "PERIMETER SURVEY 7 SUBDIVISION MAP, STATE OF CONNECTICUT DEPARTMENT OF PUBLIC WORKS, A-N CONSULTING ENGINEERS, INC., 505 WILLARD AVENUE, NEWINGTON, CONNECTICUT, project FAIRFIELD HILLS HOSPITAL PROPERTY DISPOSITION MILE HILL

DEPARTMENT: FAIRFIELD HILLS AUTHORITY

MISSION/DESCRIPTION –continued-

RD., QUEEN ST. & MILE HILL SOUTH RD., NEWTOWN, CONNECTICUT, project no. B1-A-335, date 8-05-97, scale 1"=100' drawing no. 2 of 9, 3 of 9, 4 of 9 and 7 of 9, on file as maps number 7663, 7664, 7665 and 7668 in the office of the Newtown Town Clerk.

Section 5 The Authority shall have the power to:

1. Implement the master plan for the development and operation of the Premises including, without limitation, the power to clear, to demolish, repair, rehabilitate, construct and insure real property in its possession;
2. Make site improvements essential to the preparation of land for its use in accordance with the provisions of the master plan;
3. Install, construct and reconstruct streets, utilities and other improvements necessary to carry out the master plan;
4. Negotiate leases for all or any part of the land and buildings of the Premises, in the name of the Town of Newtown, in accordance with the provisions of the master plan, provided that any lease shall be subject to approval of the Board of Selectmen:
5. Employ a staff and fix their duties and retain by contract, or employ private contractors necessary to implement the master plan at the discretion of the First Selectman, Board of Selectmen or Purchasing Authority of the Town as those bodies deem appropriate; and
6. To the extent necessary, expend funds available to the Authority, at the discretion of the First Selectman, Board of Selectmen or Purchasing Authority of the Town as those bodies deem appropriate, to implement the master plan in accordance with the owners granted to the Authority.
7. The Authority shall meet monthly or as required. Within six months of its initial appointment, the Authority shall prepare and submit a Schedule for reporting progress on the implementation of the master plan to the Board of Selectmen and the Legislative Council. Thereafter, the Authority shall report at least semiannually to the Board of Selectmen and the Legislative council as to its progress in carrying out the provisions of the master plan

Web site: http://www.fairfieldhills.org/

BUDGET HIGHLIGHTS

The budget for the Fairfield Hills Authority, for fiscal year 2013-2014 is decreased by ($1,335) or (2.3%). This is due to a decrease in the payroll budget line item.

FAIRFIELD HILLS AUTHORITY BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
FAIRFIELD HILLS AUTHORITY	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
ADMINISTRATIVE PAYROLL	22,680	19,799	21,000	21,000	18,700	19,760	19,760	19,760	19,760	(1,240)	-5.9%
FICA	-	1,438	1,607	1,607	1,607	1,512	1,512	1,512	1,512	(95)	-5.9%
SUPPLIES	354	90	400	400	400	400	400	400	400	-	0.0%
UTILITIES	15,212	10,167	-	-	-	-	-	-	-	-	
MISC. EXPENSES	485	361	1,000	1,000	1,000	1,000	1,000	1,000	1,000	-	0.0%
FEES & PROFESSIONAL SERVICES	55,112	25,000	-	-	-	-	-	-	-	-	
REPAIRS & MAINTENANCE	3,995	24,100	15,000	15,000	15,000	15,000	15,000	15,000	15,000	-	0.0%
CONTRACTUAL SERVICES	207,638	50,507	20,000	20,000	20,000	20,000	20,000	20,000	20,000	-	0.0%
	305,477	131,461	59,007	59,007	56,707	57,672	57,672	57,672	57,672	(1,335)	-2.3%

DEPARTMENT: FAIRFIELD HILLS AUTHORITY

ACCOUNT DETAIL

Administrative Payroll**:** Clerical part time position (19 hours a week with no benefits). This position performs clerical work for the Fairfield Hills Authority and the Economic & Community Development department.

Social Security**:** Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare.

Supplies: This account provides for office supplies and expenses.

Utilities**:** All utilities have been transferred to Public Works.

Misc. Expenses**:** Miscellaneous property management expenses.

Repairs & Maintenance**:** Small, incidental repairs and maintenance on campus, such as current expense for porch removal at Woodbury Hall (approx. $15,361). Safety functions transferred to police and associated agencies

Contractual Services: Emergency repairs, environmental testing, lease negotiation related expenses, etc.

PUBLIC SAFETY FUNCTIONS

DEPARTMENT: EMERGENCY COMMUNICATIONS

MISSION/DESCRIPTION

The Newtown Emergency Communications Center strives to provide the most effective emergency communications possible. To attain this goal, we must establish professional standards and attract, train and retain the qualified employees necessary to provide this service. This agency will carry out all tasks with an eye towards the future. We will strive to make innovation, cost effectiveness and cooperation our standard.

EMERGENCY COMMUNICATIONS

GOALS & ACCOMPLISHMENTS

The staff of the NECC completed training in the national standards for Missing and Exploited Children and was recognized as a National Center for Missing & Exploited Children 911 Call Center Partner – we are the second of only three Public Safety Answering Points in Connecticut to achieve this goal. The Center also has become a Smart911 partner (www.smart911.com) enabling staff to gather more information for first responders in the event of an emergency. The NECC is the only PSAP in the State of Connecticut to have the Smart911 program.

DEPARTMENT: EMERGENCY COMMUNICATIONS

BUDGET HIGHLIGHTS

The budget for Communications, for fiscal year 2014 is decreased by ($26,688) or (2.5%). This decrease was mainly due to no capital requests in this budget. Last year $26,506 in capital was requested.

EMERGENCY COMMUNICATIONS BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
EMERGENCY COMMUNICATIONS	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
FULL TIME OPERATORS	510,198	473,421	542,055	543,210	480,000	544,851	544,851	544,851	544,851	1,641	0.3%
OVERTIME	79,141	121,707	80,000	80,000	110,000	80,000	80,000	80,000	80,000	-	0.0%
MEDICAL BENEFITS	-	79,341	99,094	99,094	99,094	96,554	96,554	96,554	96,554	(2,540)	-2.6%
FICA	-	45,617	47,587	47,587	47,587	47,587	47,587	47,587	47,587	(0)	0.0%
LIFE INSURANCE	-	1,166	1,255	1,255	1,255	1,154	1,154	1,154	1,154	(101)	-8.0%
PENSION	-	23,540	23,031	23,031	23,031	20,328	20,328	20,328	20,328	(2,703)	-11.7%
LONG TERM DISABILITY	-	974	1,122	1,122	1,122	1,370	1,370	1,370	1,370	248	22.1%
TRAINING	8,311	8,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	-	0.0%
UNIFORMS	3,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	-	0.0%
RADIO SYSTEM MAINTENANCE AGREE	31,250	32,011	32,100	32,100	32,100	35,158	35,158	35,158	35,158	3,058	9.5%
EQUIPMENT RENTAL	163,078	161,759	182,000	182,000	182,000	182,214	182,214	182,214	182,214	214	0.1%
E911 CONTRACT SERVICE	1,904	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	-	0.0%
CAPITAL	-	26,506	26,506	26,506	26,506	-	-	-	-	(26,506)	-100.0%
	796,882	979,542	1,049,250	1,050,405	1,017,195	1,023,716	1,023,717	1,023,717	1,023,717	(26,688)	-2.5%

DEPARTMENT: EMERGENCY COMMUNICATIONS

ACCOUNT DETAIL

Full Time Operators: The Full Time Operators payroll account comprises the following positions:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN		
POSITION	union	# AUTH.	BUDGET	# AUTH.	PROPOSED	# AUTH.	BUDGET
Director of Emergency Communications	nu	1	67,130	1	68,771	0	1,641
Emergency Telecommunicator	disp	10	437,560	10	437,560	0	-
Holiday Pay/Longevity/Incentives			38,520		38,520		-
		11	543,210	11	544,851	0	1,641

The Director of Emergency Communications is a non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase. A $500 salary enhancement has been added to the Director of Emergency Communications. The ten emergency telecommunicator's are in the Emergency Tele-communicator and Police Clerical Local 1303-136 Union. A contract has not been negotiated yet for 2013-2014.

Overtime: The Communications Center is a 24-hour a day, 7 day a week – 365 day a year operation, our doors NEVER close – we may just move operations to the Emergency Operations Center. There is two staff assigned to the Center at all times unless there is extenuating or operational exceptions made and those are done very rarely. To maintain that staffing level overtime is authorized for vacations – training – sick and or personal time allocated by contract. All overtime must be authorized by the Director.

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department).

DEPARTMENT: EMERGENCY COMMUNICATIONS

Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract

Training: All Emergency Telecommunication Dispatchers (ETD) are certified by the State of Connecticut and to maintain that certification training hours must be completed over cycles of time. Each ETD is certified in Emergency Medical Dispatching (EMD) which also requires recertification to include CPR. To maintain the high level of training and discipline needed to be a Telecommunicator and maintain certifications, training is scheduled for all ETD's throughout the year; currently we are utilizing continual on-line training to hone skills. This budget allows for mandatory staff meetings held at a minimum of twice a year.

.Uniforms: For uniformity, each ETD is issued uniform shirts to maintain professional image and standards. The Center replaces shirts or pants as needed and through the use of a grant dry cleaning is provided to staff.

Radio System Maintenance**:** This is a contracted service agreement from Motorola that services our Town wide Communication Equipment. The service agreement is paid monthly to Motorola and provides us with 24/7 service and expires at the end of June in 2013. The contract highlights are Infrastructure repair with advanced replacement of parts – radio repair – network preventative maintenance as well as onsite and local repair and response. New contract has been negotiated for three years (2013 – 2016).

Equipment Rental: Equipment Rental is a unique line item within the Communications budget. This line item covers the infrastructure of the communications equipment for all emergency responders in the Town of Newtown. This equipment consists of towers – antennas – computer components at tower site locations – generators – propane for transmitter towers. This list is not all inclusive to items that must be repaired or replaced. The Equipment Rental budget also covers equipment that is housed at the Emergency Operations Center. All communications equipment was used to coordinate response and recovery efforts in the past year with Hurricane Irene/Alfred and recently Super Storm Sandy. This budget also covers the towns Wide Area Network allowing for internal and external communications between and amongst all Departments. This communication is imperative for our day to day operations and becomes more so during disaster operations. Working with IT more and more departments are connected via the WAN to include Parks – facility infrastructure and surveillance and phone systems with common goal of same source infrastructure.

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DEPARTMENT: EMERGENCY COMMUNICATIONS

The NECC works closely with all Department Heads but no more so than our Information and Technology Department. This is an ever changing field in Communications and we strive to stay on top of ever changing technology which will not only aid our first responders but our community as a whole.

CL & P monthly charges for radio equipment located at	8,400
tower sites (5)	
Phone & radio repairs & purchases (non contract)	10,000
Mid-State Tel Data	
Toshiba telephones - replacement equipment for systems	3,500
Cell phones (Nextel - 17 phones - $71/mth + replacements)	9,500
Tower rental (radio system - 8 Ferris Rd + S Main)	2,400
Electric / generator and propane bills (radio system tower sites)	7,500
Service contract - dispatch consoles (Northeast)	7,054
Radio / tower equipment - monthly charges	
Fiber net service - Town of Newtown (connectivity)	52,056
Maintenance of generators & AC at tower sites	3,650
Miscellaneous maintenance fees (Biddle, Medtronic, MicroKey)	4,700
Emergency repairs / equipment replacement / equipment enhancements	7,253
	182,214

E911 Contract Service: This line item deals with NECC owned Enhanced 911 equipment which allows for three stations within the Communications Center. In the event of emergencies or special operations a third Telecommunicator can be called in to either work directly at the Center in a fully redundant E-911 station or placed into the field to assist operations. All equipment must mirror the State of Connecticut equipment currently in place.

DEPARTMENT: EMERGENCY COMMUNICATIONS

Capital: There are two major projects that must be undertaken for Emergency Communications. The first is a total system upgrade for the entire structure of communications – this must be done no later than seven (7) years from now, the optimum time would be in five (5) years. The price for this is approximately **$1,000,000** (one million) dollars – of which half a million is for the console housed within communications alone. The second project which needs to be completed within three (3) years is projected at **$125,000** (one hundred and twenty-five thousand) dollars. This cannot be done piecemeal, once started it must be completed. The communications network was originally built over ten (10) years ago, that equipment has changed and the next generation of emergency communications is evolving. Thru prudent purchases, infrastructure has been obtained that will support the new technology. By budgeting now for this project there is a potential for cost savings as equipment prices do come down for some items – state pricing will also be obtained.

EMERGENCY COMMUNICATIONS - MEASURES & INDICATORS						
(Calendar Year)						
	Actual	Actual	Actual	Actual	Actual	
Measure/Indicator	2007	2008	2009	2010	2011	
E-911 Call	7,265	7,164	6,894	7,068	8,080	
Calls for Service with		23,044 FY	24,980 FY	26,585 FY	28,659 FY	
Emergency Services Dispatched						
(includes 911 calls)						

DEPARTMENT: POLICE

MISSION/DESCRIPTION

The men and women of the Newtown Department of Police Services are thoroughly committed to the improvement of the quality of life for all the residents of Newtown, by working in partnership with them. The Department will constantly work to maintain a safe and secure community while treating all people with dignity and respect. We will be objective and always search for new ways to improve ourselves so as to better serve the community.

Web site: POLICE DEPARTMENT

MISSION STATEMENT

The men and women of the Newtown Department of Police Services are committed to providing the highest quality of police services to the people who live, work and visit Newtown through community partnerships, problem-solving strategies, innovation, creativity, and adaptability to an ever-changing environment. We will constantly evaluate and improve our efforts to enhance public safety with the goal of improving the quality of life for all our citizens. We recognize our employees as our greatest asset and we will continually strive to enhance our skills to better serve the public. We will promote a harmonious work environment and hold our employees to the highest standards possible.

BUDGET HIGHLIGHTS

The budget for the Police Department has increased by $205,413 or 3.5%. This is mainly due to contractual raises, step increases and employee benefits. Line item Sworn Personnel increased from $3,180,717 to $3,266,662 an increase of $85,945 or 2.7%.

POLICE BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
POLICE	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
CHIEF OF POLICE	99,397	100,745	100,888	102,654	102,654	108,399	108,399	110,000	110,000	7,346	7.2%
CAPTAIN	91,016	92,250	92,382	94,999	94,999	96,614	96,614	97,614	97,614	2,615	2.8%
SWORN PERSONNEL	2,953,074	3,099,563	3,180,717	3,180,717	3,173,000	3,266,662	3,266,662	3,266,662	3,266,662	85,945	2.7%
CIVILIAN PERSONNEL	213,585	182,743	185,300	186,084	186,084	186,759	186,759	186,759	186,759	675	0.4%
POLICE OVERTIME	138,834	131,849	130,000	130,000	130,000	135,000	135,000	135,000	135,000	5,000	3.8%
OVERTIME-CIVILIAN	24	59	-	-	-	-	-	-	-	-	
TRAFFIC GUARDS	16,349	16,344	16,458	16,458	16,458	16,758	16,758	16,758	16,758	300	1.8%
POLICE OVERTIME - GRANTS	-		-	-	-	-	-	-	-	-	
MEDICAL BENEFITS	-	796,509	745,477	745,477	745,477	780,237	780,237	780,237	780,237	34,760	4.7%
FICA	-	277,597	283,490	283,490	283,490	291,480	291,480	291,480	291,480	7,990	2.8%
LIFE INSURANCE	-	8,923	9,101	9,101	9,101	9,116	9,116	9,116	9,116	15	0.2%
PENSION	-	514,960	530,277	530,277	530,277	560,418	560,418	560,418	560,418	30,141	5.7%
LONG TERM DISABILITY	-	7,615	8,673	8,673	8,673	10,618	10,618	10,618	10,618	1,945	22.4%
EDUCATION	36,880	36,466	37,500	37,500	37,500	37,500	37,500	37,500	37,500	-	0.0%
TELEPHONE/RADIO COMMUNICATIONS	14,168	15,800	17,400	17,400	17,400	17,400	17,400	17,400	17,400	-	0.0%
PROGRAM EQUIPMENT SUPPLIES	19,952	16,931	20,000	20,000	20,000	20,000	20,000	20,000	20,000	-	0.0%
POLICE RECRUITMENT	10,965	4,321	-	-	-	-	-	-	-	-	
MISCELLANEOUS	4,481	4,467	4,500	4,500	4,500	4,500	4,500	4,500	4,500	-	0.0%
UNIFORM ALLOWANCE	58,390	58,421	55,750	55,750	55,750	52,700	52,700	52,700	52,700	(3,050)	-5.5%
SERVICES	19,966	19,972	38,830	38,830	38,830	39,296	39,296	39,296	39,296	466	1.2%
CONTRACTUAL SERVICES	-	63,081	65,000	65,000	65,000	65,000	65,000	65,000	65,000	-	0.0%
COMPUTER OPERATIONS	155,519	156,940	170,879	170,879	170,879	176,145	176,145	176,145	176,145	5,266	3.1%
PATROL CARS	120,000	75,806	90,000	90,000	90,000	101,000	101,000	101,000	101,000	11,000	12.2%
CAPITAL	-	15,600	15,600	15,600	15,600	30,600	30,600	30,600	30,600	15,000	96.2%
	3,952,601	5,696,961	5,798,222	5,803,389	5,795,672	6,006,201	6,006,201	6,008,802	6,008,802	205,413	3.5%

DEPARTMENT: POLICE

ACCOUNT DETAIL

Chief of Police: The Chief of Police is a non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase. The Police Chief's salary has also been increased by $4,000 to make it more competitive to other Towns. The Police Chief's salary is set by the First Selectman and Board of Selectman under language provided in the Town Charter Section 5-80. The Board of Police Commissioners by Town Charter Section 2-110 appoints the Chief of Police. The salary of the Police Chief is discussed as part of the contract between the Town of Newtown and Chief of Police. Another $1,601 was added by the BOF (bringing the increase to $5,601 beyond the 1.7%).

Captain: The Captain is a non union position. The Police Captain's salary is set by the First Selectman and Board of Selectman under language provided in the Town Charter Section 5-80. The Board of Police Commissioners by Town Charter Section 2-110 appoints the Police Captain. The salary of the Police Captain who is non-unionized member of the department is considered under deputy department heads for the Town of Newtown. $1,000 was added by the BOF as a salary enhancement.

Sworn Personnel: The Sworn Personnel payroll account comprises the following positions:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN		
POSITION	union	#AUTH.	BUDGET	#AUTH.	PROPOSED	#AUTH.	BUDGET
Lieutenant - Step 5	pol	3	264,594	3	269,622	0	5,028
Detective Sergeant - Step 5	pol	0	-	0	-	0	-
Administrative Sergeant - Step 5	pol	1	80,020	1	81,540	0	1,520
Sergeant - Step 5	pol	5	400,100	6	489,240	1	89,140
Sergeant - Step 2	pol	0	-	0	-	0	-
Sergeant - Step 1	pol	1	74,353	0	-	-1	(74,353)
Detective - Step 5	pol	3	207,708	3	211,653	0	3,945
Officer - Step 5	pol	22	1,523,192	26	1,834,326	4	311,134
Officer - Step 4	pol	4	269,050	0	-	(4)	(269,050)
Officer - Step 2	pol	0	-	4	226,656	4	226,656
Officer - Step 1	pol	4	212,300	0	-	(4)	(212,300)
Officer - Step H	pol	0	-	0	-	0	-
Holiday, premium, longevity, stipends & degree incentive pay			149,400		153,625		4,225
		43	3,180,717	43	3,266,662	0	85,945

DEPARTMENT: POLICE

The Newtown Police Union represents all members within this category and line item. The negotiated wage increase for this budget year is 1.90%. The additional increases are due to contractual step increases built in within the salary structure of the sworn staff. Nine officers of the 43 officers within this category are in the step wage structure (the rest of the officers are on the top step).

Civilian Personnel: The Civilian Personnel payroll account comprises the following positions:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN		
POSITION	union	# AUTH.	BUDGET	# AUTH.	PROPOSED	# AUTH.	BUDGET
Records Manager	disp	1	54,365	1	54,365	0	-
Executive Assistant	nu	1	45,580	1	46,355	0	775
Administrative Assistant	disp	1	44,028	1	44,028	0	-
A/R Bookkeeper	disp	1	41,111	1	41,111	0	-
Longevity			1,000		900		(100)
		4	186,084	4	186,759	0	675

AFSCME Local 1303-136, Council 4 represents all members within this category and line item except the executive assistant to the Chief of Police. A contract has not been negotiated yet for 2013-2014. The executive assistant is a non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase.

DEPARTMENT: POLICE

Police Overtime: This account fulfills contractual vacancies and is also intended to meet the NDPS projected workload for criminal investigations, motor vehicle investigations, enforcement activities, firearms training and other similar training sessions, public education activities, Labor Day parade activities, Christmas Tree Lighting activities, some school related activities (i.e. basketball, soccer and football security), other associated public safety functions and other police related activities. The increase is due to experience factors and by factoring in increases in wages.

OVERTIME REASON	13-14 REQUEST
Scheduled Officer Shift Coverage	$21,000
Non Scheduled Officer Shift Coverage	$42,000
Investigations	$21,000
Training	$21,000
Community Service Coverage	$20,000
Select Traffic Enforcement Initiatives	$0
Miscellaneous	$10,000
TOTAL	$135,000

Overtime – Civilian: The amount requested is $0.00

Traffic Guards: This line item supports traffic direction and control at several schools in town. The amount specified in this line item is determined through experience of the last several years and a small increase for a long time traffic agent who has not been increased since 2009.

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

DEPARTMENT: POLICE

Education: This line item reflects the costs associated with all training and education of staff. Law enforcement service requires a great deal of general training for each officer and staff member to maintain a professionally rounded organization. Some of the training is mandated by rule, regulation or law. Public Act 11-61 left open a door for the State of Connecticut, Police Officers Standards and Training, (POST) to begin charging fees for training that had been historically free. This act implemented in 2012 added educational and training costs to all municipalities. Some staff is also required receive training in disciplines unique to their positions or assignments. This line item was reduced in 11-12 by $2,000 at the BOS level. Further reductions will impact on our ability to maintain professional law enforcement services to our community.

Dues for various professional training organizations	1,500
Books, publications and magazines	1,500
Advanced educational reimbursement costs for officers	2,000
Firearms, TASAR training costs	14,000
MRT, HAZ-MAT and Bloodborne Pathogens training costs	3,500
Supervisory and support staff training costs	3,000
K-9 training costs	3,000
Off site training courses for personnel	8,000
Training supplies	1,000
	37,500

Telephone / Radio Communications: This line item reflects the average repair costs, maintenance, replacement and the potential repair costs for the fiscal year for all radio and electronic equipment within police cruisers. It also includes costs associated cell phones for department personnel. The line item also reflects costs associated with the repairs of our Department Mobile Data Terminal (MDT) system and funds the Fairfield County Radio Interoperability System which allows the PD to communicate to all Fairfield County law enforcement agencies in an emergency.

TELEPHONE / RADIO COMMUNICATIONS ACCOUNT DETAIL:	
MDT repair and service	2,400
Fairfield County Radio Interoperabilty	3,000
Vehicle electronic repair and service	5,000
Cell phone/portable radio repairs and service	7,000
	17,400

DEPARTMENT: POLICE

Program Equipment Supplies: This account funds initiatives for our school personnel and small disposable equipment for the department. Some of the equipment purchased is traffic cones, flares, crime scene materials, first aid supplies, hazmat supplies, safety brochures, intoximeter supplies, radar maintenance and supplies, crime prevention materials and professional development manuals. It also funds community programs such as Triad, Citizen's Police Academies, Student Police Academies, Crime Prevention initiatives, and drug prevention initiatives.

PROGRAM EQUIPMENT / SUPPLIES:	
Camera Systems Supplies and Repairs	2,500
Crime Scene Supplies and Equipment	2,000
Prisoner Supplies	750
First Aid Equipment and Supplies	1,000
DARE and Youth Development Supplies	8,750
HAZ-MAT Equipment and Supplies	1,000
Intoximeter Supplies	500
CPA and SPA Supplies	2,000
Kitchen Supplies and Equipment	1,500
	20,000

Police Recruitment: This account when funded relates to police recruitment activities such as advertising and entry level testing; process polygraph costs; psychological examination costs and medical evaluations. There is not expected to be any recruitment activity therefore this budget item is zero.

Miscellaneous: This account covers the costs of various professional associations that officers are affiliated with and covers the costs of all petty cash distributions. This account also funds all prisoner-holding costs. This account also funds all special investigatory costs involved with criminal investigations.

MISCELLANEOUS:	
Dues for Professional Organizations	1,000
Investigation Costs	1,500
Prisoner Holding Costs	250
Professional Meetings Costs	250
Shipping Costs	150
Event Costs	150
Petty Cash	1,200
	4,500

DEPARTMENT: POLICE

Uniform Allowance: This line item covers all uniforms allowances for all employees, contractual uniform cleaning and initial issue costs for new employees. In addition, the account will be used to outfit traffic agents. This also covers costs associated with the purchasing of replacement body armor for the officers of the department. This account is reduced due to a reduction of vests needed for this FY.

UNIFORM ALLOWANCE:	
Officer Uniform Allowance ($600 X 45 Officers=$27,000)	27,000
Uniform Costs for Special Officers, Traffic Agents, School Traffic Agents	2,000
Cleaning of Uniforms Cost	12,000
Vest Covers for Officers	5,500
New Vests for Officers	6,000
	52,500

Professional Services: This account pays for the upkeep, diagnostic services, repairs and maintenance of several electronic devices including the Intoxilizer 5000, Voice Recording Devices, UPS, Live Scan, Doctor Evaluations on Officers and Software Maintenance. The line item also funds an Employee Assistance Program for officers and NECC members, and photography services for criminal investigations. This line increased due to changes in maintenance costs for some equipment. $15,000 is included in this line item to cover costs associated with Police Commission traffic consulting and design.

SERVICES:	
Business machine service and maintenance	3,000
EAP for police officers and dispatchers	2,200
Police Radar/Lasar maintenance and repairs	3,000
Respiratory medical evaluations-OSHA Requirement (25 X $120)	2,800
Medical inoculations and testing-OSHA Requirement	1,500
Live Scan Maintenance	6,675
Voice Recording Maintenance	2,515
UPS Maintenance	2,606
Traffic Engineering/Consulting	15,000
	39,296

DEPARTMENT: POLICE

Contractual Services: This account pays for the private security contract at the Fairfield Hills Campus. These monies cover private contractual security costs for the campus.

Computer Operations: The line item represents the costs associated with our entire networked computer system including maintenance costs, and licensing fees. It also includes the licensing fees associated with the Mobile Data Telecommunication Computers within each cruiser. All these costs are contractual. The increase in this line is due to a contractual increase in software subscription/maintenance agreement.

New World System CAD/RMS SSMA	(software subscription maintenance agreement)	88,350
New World System CAD/RMS Lease Payment		67,415
IBM Message Switch Maintenance		909
Mobile (Cruiser) computer maintenance costs		14,000
New Word Systems 3rd Party Scene PD		5,471

Patrol Cars: Based upon the memo below (next page) we should plan for the replacement of three vehicles in the 13/14 budget. The three (3) are marked patrol vehicles (Cars 9, 11, and 18). The costs for patrol vehicles were unknown in FY 12-13. Due to price increases and substantial change over costs, the cost for vehicle replacement is now approximately $33,600 per car. Trade- in amounts are hard to forecast. Any net trade in amounts will be credited to misc. revenues.

DEPARTMENT: POLICE

Patrol Cars - continued

To: Chief M. Kehoe

From: Sgt. A. Bahamonde

Date: June 5, 2013

Re: Projection of mileage estimates for fleet

Chief,

Below please find the estimates of the mileage for our Department Vehicles. I have listed the projected mileage to **July 1, 2013** as well as what the mileage may be if we didn't replace the vehicle until **July of 2014**.

The following vehicles (with car number and year of manufacture) are assigned to our primary Patrol Fleet and have an estimated mileage projection of ***2,300-2,500 miles per month***. Current mileage was as of 10/10/2012.

Car #	Current Mileage	Est. on 07/01/13	Est. on 07/01/14
8 (2012)	NEW	18,400	46,000
9 (2010)	44,781	65,000	92,000**
10 (2009)	NEW	18,400	46,000
11 (2010)	43,814	64,000	91,000**
12 (2011)	19,404	39,000	66,000
13 (2010)	76,612	91,000*	30,000
14 (2011)	35,980	55,000	85,000

DEPARTMENT: POLICE

Patrol Cars - continued

15 (2011)	22,401	42,000	72,000
17 (2010)	70,116	89,000*	30,000
18 (2011)	32,069	51,000	81,000**

The following vehicles are assigned to Patrol with selective use by a Sergeant or the K9 Officer. As such mileage estimates are different from those generated by the primary Patrol Fleet.

2 (2010)	39,953	52,000	69,000
K9 (2006)	115,896	127,000*	16,000

The following vehicles are assigned to ***administrative*** and or ***Detective Division*** personnel. Each vehicle has a specific assignment and as such the mileage varies for each of these vehicles.

Chief (2012)	6,326	19,500	38,000
Capt (2003)	83,400	88,500	95,700
LT (2005)	146,862	150,000	154,800
Durango (05)	85,063	95,000	108,000
4 (2000)	81,013	86,000	92,000
5 (2008)	97,154	102,674	111,000
6 (2003)	75,326	79,500	86,000
DARE (01)	29,136	30,000	32,000

*Will be replaced with 12-13 funds. **Will be replaced with 13-14 funds

DEPARTMENT: POLICE

Patrol Cars - continued

The Traffic Unit has two vehicles assigned to it. They are the **08 Dodge Charger** (mileage 40,600) and the **07 Harley Davidson Motorcycle** (mileage 30,750). Both vehicles are newer, have a very specialized use and so have an extended life expectancy.

Based upon the above estimates we should plan for the **replacement of three vehicles in the 13/14 budget**. The three (3) are marked patrol vehicles (Cars 9, 11, and 18).

Experience has shown that vehicles with high mileage and age (9 years or more) will begin to experience higher maintenance costs and major component failures such as the transmission, engine and drive train. The many vehicles assigned to the administrative portion of the fleet fall into this category. The manufacturer warranties have all expired for these vehicles. We are planning to replace higher mileage patrol vehicles sooner so they can be retro-fitted and placed into service as administrative cars, thereby reducing costly and expensive replacement of major components to the aging vehicles.

Based on this review I am requesting $101,000 in the 2013- 2014 budget year for the purchase costs and required equipment to replace 3 marked patrol vehicles. The cost of the vehicles with the required equipment to make the new police vehicle “duty ready” is;

- Approximately $33,600.00 per unit.

The fleet is rapidly aging and the following budget cycle will present serious fleet budget challenges.

Respectfully,

Sergeant Aaron Bahamonde

Administrative Sergeant

Newtown Police Department

DEPARTMENT: POLICE

Capital: The in-car camera system replacement program had not been funded for 4 years until the Fiscal Year 11-12 budget. The amount requested equals the budgeted amount of FY11-12 and FY 12-13 ($15,600). Funds are being requested to fulfill PA 11-174, *An Act Concerning the Electronic Recording of Interrogations*. $15,000 is needed to renovate office storage space to accommodate the requirements of interrogation rooms.

DEPARTMENT: CANINE CONTROL

MISSION/DESCRIPTION

The men and women of the Animal Control Department are thoroughly dedicated to the improvement of the quality of life for the residents and animals of Newtown. The Department will constantly work to maintain a safe and secure community while maintaining strong volunteer services to help with the walking and socializing of dogs. The Animal Control Department is committed to be objective and always search for new ways to improve, so as to better serve the community.

BUDGET HIGHLIGHTS

The budget for the Canine Control department, for fiscal year 2014 is increased by $631 or 0.4%.

Estimated 2012-13 salaries are lower than budgeted due to an unfilled position.

CANINE CONTROL BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
CANINE CONTROL	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
SALARIES	94,986	92,430	109,196	109,977	99,000	110,614	110,614	110,614	110,614	637	0.6%
MEDICAL BENEFITS	-	26,776	26,715	26,715	26,715	26,608	26,608	26,608	26,608	(107)	-0.4%
FICA	-	6,875	8,354	8,354	7,400	8,462	8,462	8,462	8,462	108	1.3%
LIFE INSURANCE	-	339	351	351	351	347	347	347	347	(4)	-1.1%
PENSION	-	3,414	3,376	3,376	3,376	3,373	3,373	3,373	3,373	(3)	-0.1%
LONG TERM DISABILITY	-	198	232	232	232	233	233	233	233	1	0.4%
EDUCATION	963	150	1,000	1,000	1,000	1,000	1,000	1,000	1,000	-	0.0%
SUPPLIES	1,472	-	-	-	-	-	-	-	-	-	
UNIFORMS	903	1,055	1,500	1,500	1,500	1,500	1,500	1,500	1,500	-	0.0%
VACCINATIONS/VET CARE	80	-	1,500	1,500	1,500	1,500	1,500	1,500	1,500	-	0.0%
CAPITAL	-	-	-	-	-	-	-	-	-	-	
	98,404	131,237	152,223	153,005	141,074	153,636	153,636	153,636	153,636	631	0.4%

DEPARTMENT: CANINE CONTROL

ACCOUNT DETAIL

Salaries: The Salaries payroll account comprises the following positions:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN		
	union	# AUTH.	BUDGET	# AUTH.	PROPOSED	# AUTH.	BUDGET
Municipal Animal Control Officer	nu	1	45,388	1	46,160	0	772
Assistant Animal Control Officer / (Kennel Attendant)	th	1	29,199	1	37,856	0	8,657
Part Time Assistant Animal Control Officer (1,716 hrs)			35,390	2	26,598		(8,792)
		2	109,977	4	110,614	0	636

The Municipal Animal Control Officer is a non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase. The Kennel Attendant belongs to the Town Hall Employees CSEA, Local 2001 SEIU Union. A contract has not been negotiated yet for 2013-2014.

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

DEPARTMENT: CANINE CONTROL

Education: This money supports the ongoing education and training of animal control staff. Each year staff receives mandated training offered by the State of Connecticut and the National Animal Control Officers Association in laws and best practices to control the animal population.

CONNECTICUT MUNICIPAL ANIMAL CONTROL OFFICERS	425
ASSOCIATION (CMACOA) CONFERENCE; THE NATIONAL ANIMAL CONTROL OFFICERS SEMINAR AND CONFERENCE	575

Uniforms: This account purchases mandated and needed Animal Control uniforms at $500 per person (3).

Vaccinations: This money will cover any costs associated with receiving necessary vaccinations (rabies, hepatitis) and testing for staff during the year.

MEASURES & INDICATORS						
(Calendar Year)						
		Actual	Actual	Actual		
Measure/Indicator		2008	2009	2010		
Dog Licenses		1,607	1,780	1,699		
Animal Calls for Service		762	822	887		
Animal Bites		15	16	31		
Infractions		14	35	38		
Animals Redeemed		62	155	122		
Animals Adopted		38	38	25		

DEPARTMENT: FIRE

MISSION/DESCRIPTION

The Board of Fire Commissioners is comprised of seven (7) members. Each of the five (5) volunteer fire companies elects one (1) person to serve on the board, these five Commissioners elects two (2) civilian members to complete the Board.

The Board oversees the purchase and maintenance of all town-owned firefighting apparatus and major capital equipment. They also oversee the maintenance of the one (1) Town owned firehouse, housing Newtown Hook & Ladder Fire Co. As well as the general operating procedures of the combined fire companies. In addition, the Board is responsible for the operations of the Fire Marshals who inspect new and existing buildings and investigate and report on all fire and rescue calls. Currently, Newtown has two full time Fire Marshals, one full time Administrative Assistant and four Deputy Fire Marshals.

There are no paid firefighters in the Town of Newtown at this time, and five firehouses and one sub-station are manned by over 200 trained volunteers. Currently, there are (33) pieces of fire/rescue apparatus in Newtown with (18) pieces owned by the Town and the remaining apparatus purchased with monies from fund raising activities and private donations to the fire companies.

Newtown currently has five (5) main fire stations and one sub-station. There are five fire districts. The Newtown Hook & Ladder building is owned by the Town. The other five stations are owned and maintained by the individual fire departments.

Any resident who would be interested to learn more about the volunteer fire departments, or would want to consider joining, should contact the fire chief of the district they live in.

DEPARTMENT: FIRE

Newtown Fire Companies:

SANDY HOOK VOL. FIRE & RESCUE COMPANY INC.

HAWLEYVILLE FIRE COMPANY

BOTSFORD FIRE RESCUE

NEWTOWN HOOK AND LADDER

DODGINGTOWN FIRE COMPANY

Web sites: NEWTOWN FIRE COMPANIES

BUDGET HIGHLIGHTS

The budget for the Fire department, for fiscal year 2013-14 has not increased over the previous year.

FIRE BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
FIRE	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
MARSHALL FEES	132,391	136,278	134,682	136,695	136,695	139,582	139,582	139,582	139,582	2,887	2.1%
SECRETARIAL FEES	36,505	39,149	39,799	39,799	39,799	39,799	39,799	39,799	39,799	-	0.0%
MARSHALLS CAR ALLOWANCE	1,350	1,775	2,500	2,500	2,500	1,500	1,500	1,500	1,500	(1,000)	-40.0%
MEDICAL BENEFITS	-	20,152	23,040	23,040	23,040	23,613	23,613	23,613	23,613	574	2.5%
FICA	-	13,294	13,195	13,195	13,195	13,837	13,837	13,837	13,837	643	4.9%
LIFE INSURANCE	-	882	905	905	905	901	901	901	901	(4)	-0.4%
PENSION	-	6,808	6,714	6,714	6,714	6,050	6,050	6,050	6,050	(664)	-9.9%
LONG TERM DISABILITY	-	370	434	434	434	483	483	483	483	49	11.3%
COMM & MARSHALLS SUPPLIES	1,987	896	2,500	2,500	2,500	1,400	1,400	1,400	1,400	(1,100)	-44.0%
FIRE CO GRANTS	135,000	135,000	135,000	135,000	135,000	135,000	135,000	135,000	135,000	-	0.0%
TRAINING / FIRE PREVENTION	56,977	63,609	69,000	69,000	69,000	68,000	68,000	68,000	68,000	(1,000)	-1.4%
UTILITIES	105,636	106,610	120,000	120,000	110,000	110,000	110,000	110,000	110,000	(10,000)	-8.3%
FIREHOUSE MAINT. & ALARM	19,587	55,290	21,500	21,500	21,500	24,500	24,500	24,500	24,500	3,000	14.0%
RADIO & PAGER SERVICE	18,107	17,567	26,950	26,950	26,950	21,450	21,450	21,450	21,450	(5,500)	-20.4%
HYDRANTS	54,396	51,645	80,000	80,000	70,000	70,000	70,000	70,000	70,000	(10,000)	-12.5%
FIRE HOSE	10,578	37,853	20,790	20,790	20,790	19,170	19,170	19,170	19,170	(1,620)	-7.8%
FIRE FIGHTER SUPPLIES	19,815	8,574	20,450	20,450	20,450	14,850	14,850	14,850	14,850	(5,600)	-27.4%
EQUIPMENT REPAIRS	23,153	30,632	39,235	39,235	39,235	33,035	33,035	33,035	33,035	(6,200)	-15.8%
TRUCK MAINTENANCE	66,397	100,193	79,625	79,625	79,625	84,575	84,575	84,575	84,575	4,950	6.2%
F/F PHYSICALS	9,495	12,318	22,700	22,700	22,700	17,800	17,800	17,800	17,800	(4,900)	-21.6%
F/F INCENTIVE PLAN	236,464	278,687	240,000	240,000	240,000	232,236	232,236	232,236	232,236	(7,764)	-3.2%
INSURANCE	57,331	57,546	58,700	58,700	58,700	50,300	50,300	50,300	50,300	(8,400)	-14.3%
CAPITAL	138,370	127,015	55,305	55,305	55,305	106,509	106,509	106,509	106,509	51,204	92.6%
	1,123,540	1,302,144	1,213,024	1,215,037	1,195,037	1,214,591	1,214,591	1,214,591	1,214,591	(445)	0.0%

DEPARTMENT: FIRE

ACCOUNT DETAIL

Marshall Fees: The Marshall Fees salary account comprises the following positions:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN		
POSITION	union	#AUTH.	BUDGET	#AUTH.	PROPOSED	#AUTH.	BUDGET
Fire Marshalls	nu	2	111,011	2	112,898	0	1,887
Part Time Fire Marshall			15,184		16,184		1,000
Part Time Purchasing Agent			10,500		10,500		-
		2	136,695	2	139,582	0	2,887

The Fire Marshalls are non union positions. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase. The BOFC would like a $1,000 increase to cover additional hours for the part time deputies due to increased inspections.

Secretarial Fees: This account covers the full time secretary position in the Fire Marshal's Office. This position belongs to the Town Hall Employees CSEA, Local 2001 SEIU Union. A contract has not been negotiated for 2013 – 2014 yet.

This account also includes fees for secretarial services for the Board of Fire Commissions.

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN		
POSITION	union	#AUTH.	BUDGET	#AUTH.	PROPOSED	#AUTH.	BUDGET
Secretary	th	1	37,799	1	37,799	0	-
Board of Fire Commissioner's secretarial fees			2,000		2,000		
		1	39,799	1	39,799	0	-

Marshalls Car Allowance: This account is for mileage reimbursement of the part time deputy fire marshals use of their personal cars for fire marshal duties.

DEPARTMENT: FIRE

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

Commission & Marshalls Supplies: This account is for office supplies for the Fire Marshal's office and for the BOFC secretarial work and purchasing agent.

Fire Company Grants: This account represents grants divided equally between the five fire departments to be used to defray annual operating expenses.

Training, Fire Prevention: This account reimburses the five fire departments, as well as the Fire Marshal's office for mandatory training of the members and staff. It also purchases fire prevention materials for use in fire prevention training in the school system.

TRAINING, FIRE PREVENTION						
HOOK & LADDER	SANDY HOOK	BOTSFORD	HAWLEYVILLE	DODGINGTOWN	FIRE MARSHAL	TOTAL
15,000	17,000	12,000	7,000	8,000	9,000	68,000
NOTE: FIRE MARSHAL BUDGET INCLUDES $6,000 FOR FIRE PREVENTION						

Utilities: This account covers the costs of electricity, oil, gas and water used in the operation of the six fire houses.

DEPARTMENT: FIRE

Fire House Maintenance & Alarms: This account covers some of the major required annual maintenance of the six fire houses. An additional request is being made this year so that repairs to the Town owned Newtown Hook and Ladder building can be made. This building has been in a state of disrepair for many years. The BOFC had been hopeful that a long term solution had been worked out to allow Hook and Ladder to build a new firehouse, but there appears to be no solution on the horizon, and the building must be maintained.

FIREHOUSE MAINTENANCE & ALARM						
HOOK & LADDER	SANDY HOOK	BOTSFORD	HAWLEYVILLE	DODGINGTOWN	TOTAL	
1,000	2,000	1,000	1,000	1,000	6,000	
500	1,000	500	500	500	3,000	
500	1,000	500	500	-	2,500	
3,000					3,000	
	6,000				6,000	
			Total Scheduled Maintenance		20,500	
			Incidental Maintenance		4,000	
			TOTAL		24,500	

Radio & Pager Service: This account pays for the maintenance and repairs of the fire departments radio system as well as the phone service for the fire marshal's office. Funding for a government mandated narrow banding requirement is included in the budget request.

	RADIO & PAGER SERVICE						
	HOOK & LADDER	SANDY HOOK	BOTSFORD	HAWLEYVILLE	DODGINGTOWN	FIRE MARSHAL	TOTAL
Installs	900	900	900	900	900	-	4,500
Pager repairs	2,100	2,250	1,500	1,050	1,050	-	7,950
Nextel service						2,000	2,000
						MISC REPAIRS	7,000
						TOTAL	21,450

DEPARTMENT: FIRE

Hydrants: This account pays the annual maintenance fees on the town's pressurized fire hydrants. It also pays for repairs and maintenance to the dry hydrant system. It is also used to fund new dry hydrants; however, no new hydrants are included in this request.

Fire Hose: This account covers mandatory annual testing of fire hose. It also covers repair and replacement of all failed hose. The past two years have shown that this account has been unable to sustain the hose replacement cost at its current funding level. The current budget year has a $12,000 shortfall for replacing the hose that failed this year's testing.

	FIRE HOSE					
	HOOK & LADDER	SANDY HOOK	BOTSFORD	HAWLEYVILLE	DODGINGTOWN	TOTAL
Hose testing	2,700	3,750	1,290	2,400	1,650	11,790
1 3/4 "	-	-	1,200	-	-	1,200
2 "	-	3,060	-	720	-	3,780
3 "	-	-	1,200	-	1,200	2,400
						19,170

Fire Fighter Supplies: This account covers all supplies that are consumed in the course of daily operations of the five fire departments and the fire marshal's office.

	FIREFIGHTER SUPPLIES	
	UNITS	TOTAL
Speedi Dri	8	1,200
Road Flares	160	800
Nomex Hoods	25	500
Fire Gloves	45	900
Extrication Gloves	35	700
Barricade Tape	10	200
Meter Calibration Gas	350	2,800
EMS Supplies	5,000	4,000
Foam	150	750
Blades & Chains	1,000	1,000
Traffic Marking	500	500
FM Clothing	1,500	1,500
Misc.		-
		14,850

DEPARTMENT: FIRE

Equipment Repairs: This account covers mandatory testing and the associated maintenance and repair for all firefighting equipment. Additional maintenance testing categories for self contained breathing apparatus (**SCBA)** testing have been added this year.

	EQUIPMENT REPAIRS						
	HOOK & LADDER	SANDY HOOK	BOTSFORD	HAWLEYVILLE	DODGINGTOWN	FIRE MARSHAL	TOTAL
Ground ladder test	600	540	240	150	120	-	1,650
Air compressor Maintenance	800	800	800	800	-	-	3,200
Air quality test	600	600	600	600	-	-	2,400
Hurst tool maintenance	1,000	1,000	1,000	1,000	1,000	-	5,000
Air pack flow test	1,560	3,360	2,400	1,920	1,200	120	10,560
Air bottle hydro test	945	700	700	280	420	70	3,115
Fit testing	750	750	450	450	450	60	2,910
Meter service	800	800	400	400	400	400	3,200
							32,035
						Misc.	1,000
							33,035

Truck Maintenance: This account pays for the annual safety inspections and routine maintenance of the fire departments fleet of 33 vehicles, including 18 vehicles which are owned by the Town. It also pays for annual DOT testing, pump testing, pump service, generator service, and transmission service for all vehicles. Repairs to town owned vehicles only, are paid out of this account. Company owned truck repairs are the responsibility of the individual fire departments. An increase in this account is requested for anticipated increasing cost of repairs for the aging tanker fleet that is in the later part of the CIP (note: fuel, tires, batteries and chains are budgeted in the highway department).

	HOOK & LADDER	SANDY HOOK	BOTSFORD	HAWLEYVILLE	DODGINGTOWN	FIRE MARSHAL	TOTAL
Pump testing	1,425	3,325	1,425	1,425	1,425	-	9,025
pump service	1,500	3,500	1,500	1,500	1,500	-	9,500
Engine & transmission service	3,600	6,000	1,800	1,800	1,800	1,200	16,200
DOT inspection	1,500	2,250	1,500	1,000	750	500	7,500
Aerial testing	1,600	1,600	-	-	-	-	3,200
Aerial service	2,000	2,000	-	-	-	-	4,000
Truck generator	800	2,400	800	800	400	-	5,200
Bi Annual Transmission Svs	3,250	5,850	1,950	1,950	1,950		14,950
Pump repair							5,000
Eng & trans repair							5,000
Other repair							5,000
							84,575

DEPARTMENT: FIRE

F/F Physicals: This account covers the cost of mandatory physicals for all members, as well as DOT exams for drivers.

HOOK & LADDER	SANDY HOOK	BOTSFORD	HAWLEYVILLE	DODGINGTOWN	TOTAL
5,400	5,800	1,600	3,400	1,600	17,800

F/F Incentive Plan: This account covers the cost of the firefighter's Length of Service Awards Program (LOSAP). The budgeted amount of this policy is $130,000. The LOSAP helps attract and retain quality, volunteer, emergency service personnel. Effective protection depends on the ability to recruit, train and retain these key individuals. The unattractive alternative is to replace volunteer departments with partially or fully paid organizations at a very high cost to the tax payers. The unacceptable alternative is a reduction in personnel resulting in a greater potential for loss of life and destruction of property. The account also covers the cost of the Response Improvement Program (another personnel retention program).

Insurance: This account reimburses the five fire departments for the ever increasing costs of insuring their buildings, personnel and equipment. This account shows a decrease due to two departments waiving their insurance off set to help defray the cost of purchasing command vehicles (see capital account below).

HOOK & LADDER	SANDY HOOK	BOTSFORD	HAWLEYVILLE	DODGINGTOWN	TOTAL
12,000	19,800	12,500	6,000	-	50,300

Capital: This account is used to obtain new and updated equipment for the five fire departments and the fire marshal's office. Included in the requested increase is a new Command Vehicle for Dodgingtown. This department has been requesting a replacement vehicle for multiple budget cycles. The BOFC budget committee is endorsing the request this year, due in part to the experiences of major storms in the past two years. The addition of this command vehicle would cut down on the number of times a front line pumper would be sent out to respond to wires down and other non emergency calls. The department has agreed to forego its insurance reimbursement to obtain this vehicle. It also gave up its Capitol in the 2012-2013 budget cycle in anticipation of a vehicle. Both of these forfeited items total over $25,000. It should be noted that requests by three fire departments for drainage and paving of their parking lots were not included in this budget request by the BOFC budget committee. The reason these requests were not included was strictly to keep to a zero increase budget. It is anticipated that these requests will be submitted in upcoming years. These amounts, which are too low for the CIP, are too large for the volunteer departments to fund themselves. For safety and insurance reasons this issue will need to be addressed at some point.

DEPARTMENT: FIRE

	HOOK & LADDER	SANDY HOOK	BOTSFORD	HAWLEYVILLE	DODGINGTOWN	FIRE MARSHAL	TOTAL
	# UNITS	# UNITS	# UNITS	# UNITS	# UNITS	# UNITS	($)
Turnout gear	2	3	-	-	-	-	11,700
Boots	2	3	-	-	-	-	1,375
Helmets	-	3	-	-	-	-	750
Lifeline Coat & Pants	-	-	-	-	-	2	2,750
30 minute air bottles	7	-	-	-	5	-	9,300
Bail Out Kits	5	-	-	-	-	-	2,500
Vulcaon w/ 12V charge	6	-	-	-	-	-	960
Hurst Power Unit	1	-	-	-	-	-	4,000
Honda Generator	1	-	-	-	-	-	2,800
Little Giant Ladder	1	-	-	-	-	-	500
Patch & Plug Kit	-	-	1	-	-	-	550
Elevator Key Set	-	-	1	-	-	-	200
A/C Voltage Detector	-	-	2	-	-	-	600
Titanium Halligan	-	-	3	-	-	-	2,400
36" Axe	-	-	3	-	-	-	600
1 3/4" Hose Roller	-	-	1	-	-	-	1,100
5" LDH Hose Ramps	-	-	1	-	-	-	550
Gear Washer	-	-	1	-	-	-	7,700
Elkhart Monitor	-	-	-	1	-	-	3,200
Tanker Fill Valve	-	-	-	1	-	-	2,000
MT 1500 Radio	-	-	-	2	-	-	3,400
LifePak 1000	-	-	-	2	-	-	4,800
HVIT 13 Nozzle	-	-	-	1	-	-	370
Cordless Headset	-	-	-	1	-	-	3,200
CO2 Extinguisher	-	-	-	2	-	-	554
Redline Extinguisher	-	-	-	2	-	-	1,450
Thermal Imaging Camera	-	-	-	0	1	-	6,900
LifePak Express Defib	-	-	-	0	1	-	1,300
Command Vehicle	-	-	-	0	1	-	29,000
						-	106,509

FIRE - PERFORMANCE MEASURES & INDICATORS

	(Fiscal Year)				
	Actual	Actual	Actual	Actual	Actual
Measure/Indicator	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011
Alarms	380	300	305	322	320
Electrical Wires/ Tree	205	193	193	217	219
Brush Fire	49	32	14	22	28
Illegal Burning	21	28	11	16	19
C.O. Detector	36	47	63	42	65
HazMat	66	84	73	57	51
Mutual Aid	22	10	11	10	29
Structure Fires	16	10	7	5	15
Rescue / Medical Calls	175	216	235	184	164
Smoke /Odor Calls	99	117	111	104	139
Vehicle Fires	14	10	9	12	13
MVA	178	170	151	144	74
Water Evacuations/Pumpouts	121	24	17	42	148
Chimney	13	13	11	13	10
Appliance				6	4
Public Service			8	16	23
Other	24	30	16	13	15
Total	1419	1254	1235	1225	1336

DEPARTMENT: EMERGENCY MANAGEMENT / N.U.S.A.R.

MISSION/DESCRIPTION

The Mission of the Newtown Emergency Management is to direct and coordinate all available resources to protect the life and property of the citizens of Newtown in the event of a disaster or crisis, through a collaborative program of prevention, planning, preparedness, response, recovery and public education.

Newtown Underwater Search and Rescue is an all volunteer emergency response team dedicated to saving lives through search and rescue operations by providing professionally trained members for water rescue and recovery incidents. Newtown Underwater Search and Rescue also promotes water safety awareness education.
Web site: NUSAR

BUDGET HIGHLIGHTS

The budget for the Emergency Management / N.U.S.A.R. department, for fiscal year 2013-2014 has increased by $878 or 1.7%.

EMERGENCY MANAGEMENT / N.U.S.A.R. BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
EMERGENCY MANAGEMENT/N.U.S.A.R.	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
CLERICAL	7,125	9,750	9,750	9,750	9,750	9,852	9,852	9,852	9,852	102	1.0%
FICA	-	-	746	746	746	754	754	754	754	8	1.0%
SUPPLIES	268	359	400	400	400	400	400	400	400	-	0.0%
GAS/UTILITIES	4,372	4,925	4,200	4,200	4,200	4,200	4,200	4,200	4,200	-	0.0%
EDUCATION	3,762	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	-	0.0%
PHYSICALS	2,940	2,969	4,250	4,250	4,250	6,375	6,375	6,375	6,375	2,125	50.0%
CONTRACTUAL SERVICES	6,154	23,978	20,596	20,596	20,596	19,970	19,970	19,970	19,970	(626)	-3.0%
CAPITAL	11,711	8,090	7,325	7,325	7,325	6,594	6,594	6,594	6,594	(731)	-10.0%
	36,333	54,072	51,267	51,267	51,267	52,145	52,145	52,145	52,145	878	1.7%

DEPARTMENT: DEPARTMENT: EMERGENCY MANAGEMENT / N.U.S.A.R.

ACCOUNT DETAIL

Clerical: Stipend for Director and (2) Deputy Directors. ($6,000 & 3,750)

Social Security: Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare.

Supplies: Office supplies for EOC

Gas / Utilities: Utilities for NUSAR 28A Riverside Rd. – Oil/Heat & Power

Education: Training for NUSAR and Emergency Management & Educational Materials

Physicals: 17 annual physicals @ $375.00 NUSAR members (increase due to change in vender/doctor, new vender/doctor will perform physicals designed for diving operations.)

DEPARTMENT: EMERGENCY MANAGEMENT / N.U.S.A.R.

Contractual Services: Code Red, Security Service & Monitoring, EOP Review & Update, Radio & Pager Repair, Equipment Service & Repair, Generator Service, Cleaning Service (EOC).

	2013-2014		
CodeRed	13,500		
Fire & Security Monitoring & Service	750		
Radio & Pager Repair	1,500		
Equipment Service & Repair	3,000		
Generator Service	800		
Wireless Air Card	420		
	19,970		

Capital: Emergency Management:

1. Safety Cabinet with 6 Safety Cans- Justrite #893008 $1,300.00
2. 4 Power distribution cords for generators $1,000.00
3. 8000 KW portable Generator $1,800.00
4. E.O.C- 3 Items that need to be addressed: $7,000.00
    a. 42” handrail for mezzanine
    b. Cover open insulation with plywood
    c. Cover duct work with insulation

NUSAR:

1. Viking Extreme Dry Suit $1,500.00
2. 1-225’ Communications Rope $ 994.00

DEPARTMENT: EMERGENCY MANAGEMENT / N.U.S.A.R.

MEASURES & INDICATORS						
(Calendar Year)						
	Actual	Actual	Actual	Actual	Actual	Actual
Measure/Indicator	2007	2008	2009	2010	2011	2012
# of Emergency Mgt work shops	4	6	8	5	5	6
# of Day Temporary Shelters Open	3	3	5	1	10+	4
# of Pandemic Flu Work shops	4	1	1	1	1	1
Dam Training	2	2	1	1	1	2
# of Code Red Alerts					26	13
NUSAR Training/drills	weekly	weekly	weekly	weekly	weekly	weekly
Major weather instances				2	4	1

DEPARTMENT: LAKE AUTHORITIES

MISSION/DESCRIPTION

The Lake Zoar Authority is a multi-town organization consisting of representatives from the four towns that border the lake - Monroe, Newtown, Oxford, and Southbury. The Lake Zoar Authority is tasked with the goals of improving water quality and promoting safe boating on the lake.

Website: LAKE ZOAR

The Lake Lillinonah Authority is funded by the towns of Bridgewater, Brookfield, New Milford, Newtown, Southbury, and Roxbury to oversee environmental, safety and recreational needs of Lake Lillinonah.
Website: LAKE LILLINONAH

BUDGET HIGHLIGHTS

The budget for the Lake Zoar Authority, for fiscal year 2013-2014 is increased by $675 or 2.6%.

The budget for the Lake Lillinonah Authority, for fiscal year 2013-2014 is increased by $238 or 1.0%

The total lake authority's budget increased by $913 or 1.8%.

LAKE AUTHORITIES BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
LAKE AUTHORITIES	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
LAKE LILLINONAH AUTHORITY	23,672	23,672	23,839	23,839	23,839	24,077	24,077	24,077	24,077	238	1.0%
LAKE ZOAR AUTHORITY	25,405	32,438	25,869	25,869	18,114	26,544	26,544	26,544	26,544	675	2.6%
	49,077	56,110	49,708	49,708	41,953	50,621	50,621	50,621	50,621	913	1.8%

DEPARTMENT: LAKE AUTHORITIES

ACCOUNT DETAIL

Lake Lillinonah Authority: The Lake Lillinonah Authority is funded by the towns of Bridgewater, Brookfield, New Milford, Newtown, Southbury, and Roxbury to oversee environmental, safety and recreational needs of Lake Lillinonah. The Authority authorizes a yearly budget and divides it between the Towns.

Estimated Town Contributions:		
Brookfield		24,077.00
New Milford		24,077.00
Bridgewater		24,077.00
Southbury		24,077.00
Newtown		24,077.00
Roxbury		12,038.00
		132,423.00

Lake Zoar Authority**:** The Lake Zoar Authority is a multi-town organization consisting of representatives from the four towns that border the lake - Monroe, Newtown, Oxford, and Southbury. The Lake Zoar Authority is tasked with the goals of improving water quality and promoting safe boating on the lake. The Authority authorizes a yearly budget and divides it between the Towns.

The Lake Zoar Authority budget for fiscal year 2013-14 is $109,175. This represents an increase of $5,700 from the prior fiscal year. The main differences are:

- Budget is $3,000 more in projected expenses in navigational aids (marking of hazards in the lake-rocks, old bridge pilings and the sandbar).
- Budget is $2,750 more in projected increase in cost of treating the weeds in the lake.
- The budget increase is partially offset by an expected $3,000 contribution from First Light Energy.

The specific budget funding request from each town is $26,544..

DEPARTMENT: N.W. SAFETY COMMUNICATIONS

MISSION/DESCRIPTION

Northwest CT Public Safety Communication Center has many functions as a modern, state of the art regional emergency communication center. Newtown participates in one of its main functions; The Regional C-MED Center (Coordinated Medical Emergency Direction).

Serving the twenty-two towns and cities of the Central Naugatuck Valley and Housatonic Valley sub-regions of Northwest EMS Region V, with coordinated ambulance communications to the five area hospitals. Northwest CT Public Safety works closely with local E.M.S. providers and the staff of local hospital emergency departments to provide the most up-to-date efficient communication system, enhancing patient care. By use of the system, a paramedic or EMT is able to talk directly with an Emergency Department Physician or Nurse to coordinate patient care.

Web site: NW PUBLIC SAFETY

BUDGET HIGHLIGHTS

The budget for the N.W. Safety Communication department, for fiscal year 2013-2014 has remained the same.

N.W. SAFETY COMMUNICATIONS BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
N.W. SAFETY COMMUNICATION	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
NW SAFETY COMMUNICATION	9,783	9,783	9,783	9,783	9,783	9,783	9,783	9,783	9,783	-	0.0%

DEPARTMENT: EMERGENCY MEDICAL SERVICES – PARAMEDIC PROGRAM

MISSION/DESCRIPTION

Newtown Volunteer Ambulance Corps (NVAC) is a private non-profit organization made up of sixty trained Emergency Medical Technicians who volunteer their time to help others in their community. NVAC covers an area of over sixty square miles and is one of the most active volunteer EMS providers in our region with a volume of over 2,000 calls per year. Currently the NVAC has three ambulances available to provide Basic Life Support (BLS) service. In order to provide advanced life support (ALS) to our community, NVAC contracts for a paramedic to be housed 24/7 in our facility to respond to ALS calls.

Web site: NEWTOWN VOLUNTEER AMBULANCE

BUDGET HIGHLIGHTS

The budget for the Emergency Medical Services, Paramedic Program, for fiscal year 2013-14 has stayed the same as the prior year.

EMERGENCY MEDICAL SERVICES BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
EMERGENCY MEDICAL SERVICES	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
PARAMEDIC PROGRAM	220,000	230,000	230,000	230,000	230,000	230,000	230,000	230,000	230,000	-	0.0%
AMBULANCE	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	-	0.0%
	260,000	270,000	270,000	270,000	270,000	270,000	270,000	270,000	270,000	-	0.0%

DEPARTMENT: EMERGENCY MEDICAL SERVICES – PARAMEDIC PROGRAM

ACCOUNT DETAIL

Paramedic Program: In order to provide advanced life support to the Newtown community the Newtown Volunteer Ambulance Corps (NVAC) contracts for a paramedic 24/7. The Town of Newtown pays close to 75% of that paramedic contract, NVAC pays the remaining amount.

Ambulance: The Town of Newtown contributes $40,000 a year towards the cost of a new ambulance. An ambulance is replaced once every other year (so effectively Newtown is contributing $80,000 every other year towards a new ambulance).

MEASURES & INDICATORS						
(Calendar Year)						
		Actual	Actual	Actual	Actual	Actual
Measure/Indicator		2008	2009	2010	2011	2012
# Calls		2,060	1,946	2,038	2,158	2,159
# Patients		2,190	2,238	2,261	2,337	2,314
# Staffing hours		21,629	26,190	27,732	30,249	33,476

DEPARTMENT: N.W. CONNECTICUT EMS COUNCIL

MISSION/DESCRIPTION

To provide the leadership, vision and oversight to ensure the effective delivery of public services. The Selectman is voted by the people and is the chief executive officer overseeing the administrative operations of the Town government.

Web site: NW CT EMS

BUDGET HIGHLIGHTS

The budget for the N.W. Connecticut EMS Council, for fiscal year 2013-2014 has remained the same over the prior year.

N.W. CONNECTICUT EMS COUNCIL BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
NW CONNECTICUT EMS COUNCIL	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
NW CT EMS ALLOCATIONS	250	250	250	250	250	250	250	250	250	-	0.0%

PUBLIC WORKS FUNCTIONS

DEPARTMENT: BUILDING DEPARTMENT

MISSION/DESCRIPTION

The primary mission of the Building Department is to provide quality service to the community that is knowledgeable, efficient, comprehensive and helpful to the public. The intention is to safeguard life, health, property and public welfare by regulating and controlling the construction, quality of materials, use of all buildings and structures within the Town of Newtown. The department is responsible for the administration and enforcement of the uniform codes and related Federal, State, and Town adopted laws and ordinances. Website: PUBLIC WORKS

BUDGET HIGHLIGHTS

The budget for the Building department, for fiscal year 2013-2014 has decreased by ($1,888) or (0.5%). Salaries increases were offset by employee benefit decreases.

BUILDING DEPARTMENT BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
BUILDING DEPARTMENT	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
BUILDING OFFICIAL	70,000	70,949	71,050	72,293	72,293	74,022	74,022	74,022	74,022	1,729	2.4%
ADMINISTRATOR	35,120	36,234	38,681	38,681	37,462	38,681	38,681	38,681	38,681	-	0.0%
ASSISTANT BUILDING OFFICIAL	97,071	115,169	117,277	117,277	117,277	117,277	117,277	117,277	117,277	0	0.0%
SECRETARIES	31,519	32,067	32,637	32,637	32,637	32,637	32,637	32,637	32,637	0	0.0%
MEDICAL BENEFITS	-	95,606	93,117	93,117	93,117	90,510	90,510	90,510	90,510	(2,607)	-2.8%
FICA	-	18,968	19,863	19,863	19,863	20,090	20,090	20,090	20,090	227	1.1%
LIFE INSURANCE	-	1,554	1,599	1,599	1,599	1,611	1,611	1,611	1,611	12	0.8%
PENSION	-	11,943	11,876	11,876	11,876	10,544	10,544	10,544	10,544	(1,332)	-11.2%
LONG TERM DISABILITY	-	624	731	731	731	813	813	813	813	82	11.2%
CLOTHING / EQUIPMENT	650	596	975	975	975	975	975	975	975	-	0.0%
DUES & TUITION	860	1,231	1,750	1,750	1,750	1,750	1,750	1,750	1,750	-	0.0%
PROFESSIONAL CONSULTANT	98	-	500	500	500	500	500	500	500	-	0.0%
	235,318	384,940	390,057	391,299	390,080	389,411	389,411	389,411	389,411	(1,888)	-0.5%

DEPARTMENT: BUILDING DEPARTMENT

ACCOUNT DETAIL

Building Official: The Building Official is a non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase. A $500 salary enhancement has been added.

Administrator: The Building Official's Administrative Assistant belongs to the Town Hall Employees CSEA, Local 2001 SEIU Union. A contract has not yet been negotiated for 2013 - 14.

Assistant Building Official**:** The Assistant Building Official payroll account comprises the following positions:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED	**1st SELECTMAN**			
POSITION	union	# AUTH.	BUDGET	**# AUTH.**	**PROPOSED**	# AUTH.	BUDGET
Assistant Building Inspector	th	2	117,277	2	117,277	0	-

The two assistant building inspectors belong to the Town Hall Employees CSEA, Local 2001 SEIU Union.

Secretaries: The Building Official Secretary belongs to the Town Hall Employees CSEA, Local 2001 SEIU Union.

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability**:** Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

DEPARTMENT: BUILDING DEPARTMENT

Clothing, Equipment: Clothing allowance per union contract.

Dues & Tuition: Continuing education classes. Also covers the purchase of up to date code books and other professional periodicals.

Fees & Professional Services: This account is for professional consultation such as architect and engineer reviews on projects. If a larger amount is required, an amount will be requested from contingency.

BUILDING DEPARTMENT - MEASURES & INDICATORS						
(Fiscal Year)						
	Actual	Actual	Actual	Actual	Actual	Actual
Measure/Indicator	2007	2008	2009	2010	2011	2012
Residential permits issued	1,803	1,510	1,277	1,286	1,316	1832
Residential permit value ($)	32,718,605	27,234,672	36,885,048	16,337,724	26,569,579	28,014,669
Commercial permits issued	170	214	194	221	194	202
Commercial permit value ($)	9,088,802	14,444,625	28,358,958	7,031,162	16,646,128	5,914,773

DEPARTMENT: HIGHWAY

MISSION/DESCRIPTION

Public Works Mission Statement

- Prepared and able to restore major infrastructure after natural disasters in support of emergency services and public utilities.
- Keep town wide roadways, bridges and drainage systems in good repair, open and operating under all conditions.
- Maintain the condition of public buildings and facilities independently or in support of other Town agencies.
- Provide solid waste options and a town wide recycling system.
- Support the Town vehicle fleet maintenance and operation.
- Operate Town water and wastewater facilities and systems.
- Implement or supervise major public construction projects.

BUDGET HIGHLIGHTS

The budget for the Highway department, for fiscal year 2013-2014 is increased by $285,358 or 4.8%. Increase is mainly due to an increase of $25,000 in the equipment repairs account; an increase of $54,000 in the contractual drainage account and an increase in the capital account of $152,700. As capital replacements are delayed repairs of aging existing equipment are increasing in frequency and dollars.

HIGHWAY BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
HIGHWAY	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
DIRECTOR PUBLIC WORKS	97,224	98,542	98,683	100,410	100,410	102,117	102,117	102,117	102,117	1,707	1.7%
ADMINISTRATION	401,107	402,936	411,646	414,952	414,952	418,213	418,213	418,213	418,213	3,261	0.8%
PAYROLL	1,700,294	1,612,238	1,738,639	1,738,639	1,738,639	1,738,639	1,738,639	1,738,639	1,738,639	-	0.0%
OVERTIME	35,391	26,373	45,000	45,000	45,000	45,000	45,000	45,000	45,000	-	0.0%
MISC BENEFITS	48,027	46,591	48,175	48,175	48,175	47,730	47,730	47,730	47,730	(445)	-0.9%
MEDICAL BENEFITS	-	555,626	553,811	553,811	553,811	596,654	596,654	596,654	596,654	42,843	7.7%
FICA	-	181,735	187,163	187,163	180,700	188,149	188,149	188,149	188,149	986	0.5%
LIFE INSURANCE	-	15,725	16,040	16,040	16,040	15,258	15,258	15,258	15,258	(782)	-4.9%
PENSION	-	105,120	102,865	102,865	102,865	90,694	90,694	90,694	90,694	(12,171)	-11.8%
DRAINAGE MATERIALS	89,789	90,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	-	0.0%
LONG TERM DISABILITY	-	5,213	6,049	6,049	6,049	6,608	6,608	6,608	6,608	559	9.2%
STREET & ROAD SIGNS	14,940	15,647	15,000	15,000	15,000	15,000	15,000	15,000	15,000	-	0.0%
TREE WARDEN	12,000	12,000	13,200	13,200	13,200	13,500	13,500	13,500	13,500	300	2.3%
EQUIPMENT FUEL	415,730	387,286	486,800	486,800	486,800	486,800	486,800	456,137	456,137	(30,663)	-6.3%
STREET LIGHTS	35,597	34,267	38,000	38,000	38,000	36,000	36,000	36,000	36,000	(2,000)	-5.3%
PRIVATE ROADS/RECONSTRUCTION	10,000	1,939	10,000	10,000	10,000	10,000	10,000	10,000	10,000	-	0.0%
CONSTRUCTION SUPPLIES	20,718	26,270	22,000	22,000	22,000	22,000	22,000	22,000	22,000	-	0.0%
EDUC. & CONFERENCES	3,847	3,250	4,000	4,000	4,000	4,000	4,000	4,000	4,000	-	0.0%
PATCHING MATERIALS	85,000	71,688	85,000	85,000	85,000	85,000	85,000	85,000	85,000	-	0.0%
REPAIRS	414,607	452,364	420,000	420,000	420,000	445,000	445,000	445,000	445,000	25,000	6.0%
CONT. TREE REMOVAL	73,496	271,550	75,000	75,000	75,000	75,000	75,000	75,000	75,000	-	0.0%
CONT. DRAINAGE	85,654	100,392	100,000	100,000	100,000	154,000	154,000	154,000	154,000	54,000	54.0%
CONT. CHIP SEALING	64,999	64,999	65,000	65,000	65,000	65,000	65,000	65,000	65,000	-	0.0%
CONT. LINE PAINTING	20,000	19,095	20,000	20,000	20,000	30,000	30,000	30,000	30,000	10,000	50.0%
CONT. OVERLAYS	214,000	255,778	250,000	250,000	250,000	259,400	259,400	259,400	259,400	9,400	3.8%
CONTRACTUAL - ROADSIDE	-	-	25,000	25,000	25,000	25,000	25,000	25,000	25,000	-	0.0%
CAPITAL	135,000	167,849	47,300	47,300	47,300	200,000	200,000	200,000	200,000	152,700	322.8%
CAPITAL ROAD IMPROVEMENT	997,383	967,964	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	-	0.0%
	4,974,801	5,992,438	5,984,371	5,989,404	5,982,941	6,274,762	6,274,762	6,244,099	6,244,099	254,695	4.3%

DEPARTMENT: HIGHWAY

ACCOUNT DETAIL

Director of Public Works: The Director of Public Works is a non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase.

Administration: The Administration Payroll account comprises the following positions:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN		
POSITION	union	# AUTH.	BUDGET	# AUTH.	PROPOSED	# AUTH.	BUDGET
Town Engineer	nu	1	111,546	1	113,442	0	1,896
Deputy PW Director/Asst Engineer	nu	1	80,681	1	82,053	0	1,372
Administrator	th	1	41,703	1	41,703	0	-
Assistant Administrator	th	1	34,877	1	34,877	0	-
Operations Manager	th	1	75,809	1	75,809	0	-
Fleet & Facility Manager	th	1	70,329	1	70,329	0	-
WPCA Clerk (budget in the Sewer budget - 32,068)	th	1	-	1	-	0	-
rounding			7		-		(7)
		7	414,952	7	418,213	0	3,261

The Town Engineer and the Deputy Public Works Director positions are non union. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase.

The Administrator, Assistant Administrator, Operations Manager and the Fleet & Facility Manager positions are in the Town Hall Employees CSEA, Local 2001 SEIU Union. A contract has not yet been negotiated for 2013 - 14.

DEPARTMENT: HIGHWAY

Payroll: The Payroll account comprises the following positions:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN		
POSITION	union	# AUTH.	BUDGET	# AUTH.	PROPOSED	# AUTH.	BUDGET
Truck Driver	hwy	15	783,375	15	783,375	0	-
Heavy Equipment Operator	hwy	4	216,022	4	216,022	0	-
Leadman	hwy	4	220,430	4	220,430	0	-
Yardman	hwy	1	55,108	1	55,108	0	-
Mechanic	hwy	3	168,377	3	168,377	0	-
Crew Chief	hwy	4	224,926	4	224,926	0	-
Master Mechanic	hwy	1	61,402	1	61,402	0	-
Payment out of Classification			3,000		3,000		
Stipend Pay on Call & Bucket Truck			6,000		6,000		
		32	1,738,639	32	1,738,639	0	-

All thirty three positions belong in the Public Works Employees Union, Local 1303-200 of Connecticut Council #4, AFSCME, AFL-CIO Union. A contract has not yet been negotiated for 2013 - 14.

Overtime: This account covers overtime for work performed outside of normal working hours to ensure public safety. Such situations may include but are not limited to storms, assisting emergency response, trees down, motor vehicle accidents, building repairs, and ice conditions. It covers July 1 to November 15 and April 15 to June 30. The balance of overtime is covered in the Winter Maintenance Overtime account.

Benefits: This account covers uniform allowance and longevity payments per union contracts and other agreements. Also covered in this account is CDL drug testing and safety glasses for mechanics.
4 x $250 Clothing (Operations Manager, Fleet Manager, Deputy Director, Town Engineer)
4 x $75 Safety Shoes (Operations Manager, Fleet Manager, Deputy Director, Town Engineer)
34 x $400 Clothing and safety shoes for Highway Employees

DEPARTMENT: HIGHWAY

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

Drainage Materials: Material purchases for maintenance, repair and replacement of drainage pipes, catch basins and various related projects, both scheduled and unscheduled. We proposed a modest increase because the unexpected repairs are on the rise.

Streets & Road Signs: This account is used to purchase street signs, various forms of caution or warning signs, speed limit, stop and other traffic control signs for the Police Department.

Tree Warden: The Town Tree Warden is paid $1,100 per month for the hours required to survey resident work orders and contract tree removal.

Equipment Fuel: This covers all the fuel for Highway equipment and vehicles, Car Pool, Police, Park & Recreation vehicles, Fire and Ambulance.

		Unit Price	# Gallons	Total	Grand Total	
2012/13	Gasoline	2.60	53,000	137,800		
	Diesel	3.02	100,000	302,000	439,800	
2013/14	Gasoline	3.14	55,000	172,700		
	Diesel	3.49	90,000	314,100	486,800	

ACCOUNT REDUCED BY BOF $30,663 DUE TO NEW FUEL BID

DEPARTMENT: HIGHWAY

Street Lights: This includes the operational usage cost of street lighting, traffic signals and any chargeable cost due to equipment changes.

Private Roads Reconstruction: These funds are used in joint projects with private area associations for reconstruction or capital repair to private roads.

Construction Supplies**:** This account covers various construction supplies including but not limited to wood, cement, brick, fencing, grass seed, mailboxes, posts, small hand tools and small rental equipment.

Education & Conferences: Computer training seminars, safety courses and reference information are all included in this line item.

Patching Materials**:** Asphalt and sealer materials used for patching pot holes, cracks and other necessary small repairs to roads or other paved areas are covered by this account.

Repairs**:** This account is used for all types of replacement costs, service charges and repair expenses necessary to maintain all Highway Department equipment and vehicles, Police Department, Car Pool and Park & Recreation vehicles. Fire Ambulance and School vehicles are also repaired although they pay for parts. This account covers purchases and replacement of any or all vehicle components or various tools and equipment required to keep the Town's vehicles and equipment in safe, legal and running order. The requested increase is a reflection of actual expenses over several years. It also accounts for the additional wear and tear of two major storm events last year, another major storm event this year and reduction in the purchase of new equipment several years running. This is also a reflection of increased cost to maintain the rolling stock of several other departments. Repair cost for vendors and materials alone for various departments and the total for last year are as follows: Car Pool - $6,685, Fire Departments - $25,374, Park & Recreation - $69,048, Police - $49,615. Add these totals of $150,722 to Highway's expenses of $479,855 and repairs for this past year totaled $630,577. These amounts have been reduced by FEMA grants. However, in real terms the pressure on this account is growing from storms, general use and no replacement for years for most of the rolling stock. Police repairs, this year, will be handled out of the Police Outside Services Fund.

DEPARTMENT: HIGHWAY

Contractual – Tree Removal**:** This account pays for outside contractors to remove hazardous trees.

Contractual – Drainage: This account covers the cost of contractors to perform small scale drainage projects on town roads, including but not limited to under drain, outlets and raising basin tops for paving projects. All of the smaller projects are basin top replacements of existing drainage systems. Large groups of basin tops failing at the same time in one area is increasingly becoming a problem.

Contractual Drainage:			
	Charter Ridge Road	$ 2,200	
	Jeremiah Road	$ 2,800	
	Miles Hill South	$ 60,000	
	Monitor Hill Road	$ 4,000	
	Nunnawauk Road	$ 60,000	
	Turkey Hill Road	$ 2,200	
	Valley Field Road South	$ 20,200	
	Yogananda Street	$ 2,600	
	TOTAL	$ 154,000	

Contractual – Sealing**:** Crack Sealing is liquid asphalt that is poured in the cracks on the road to extend the life of the road. It extends the useful life of the wearing surface.

Contractual – Line Painting: This account pays for outside contractors for highway line painting. Such roads may be newly paved roads, or existing roads where lines have faded, stop bars, and/or cross walks. An increase has been requested due to the Police Commission requirement to double stripe major arteries.

DEPARTMENT: HIGHWAY

Contractual – Overlays: This covers the installation of various wearing surfaces by outside vendors to extend the useful life of the roads.

Contractual Overlay:		
	Castle Meadow Road	$ 55,250
	Mile Hill Road South	$ 44,200
	Monitor Hill Road	$ 39,950
	Nunnawauk Road	$ 60,000
	Pastor's Walk	$ 35,000
	Pine Street	$ 25,000
	TOTAL	$ 259,400

Contractual – Roadside: This is for roadside maintenance and sightline clearance performed by outside contractors.

Capital: This is used to purchase rolling stock and for replacement components that extend the useful life of existing vehicles and other heavy equipment.

1) Road sweeper replacement ($75,000 funded in the capital non recurring account – see page **272)**
2) Two six wheel dump trucks with stainless steel all season bodies and snow plows - $195,000/ea = $390,000 This is to replace a 1990 Autocar and a 1996 Ford which is out of service due to a broken frame.
3) Sprinter Cargo Van - $48,000 which includes fit out to replace the 1998 sign van.
4) Drum style chipper - $55,000 to replace 2002 disc style chipper.
5) Two all season stainless steel body replacements. One ten foot body for a 1996 Ford six wheel truck - $45,000 and one thirteen food body for a 2001 Mack ten wheel truck - $50,000 = $95,000.
6) Ford F550 cab and chassis - $48,000 to replace 2003 F550. We have a stainless steel body, sander and plow to install on the new cab and chassis.
7) Sand blast and paint one six wheel dump body and chassis - $9,000 and one 10 wheel dump body and chassis - $9,000 = $18,000
8) One stainless steel body, sander and plow - $32,000. This is replacing all season body and plow on current 2004 F550.
9) Over the guard rail mower $120,000 to replace the 1989 mower.
10) Two Wausau eleven foot snow plows $9,800/each = $19,600, to replace broken plows from previous bad winters and hurricanes.

DEPARTMENT: HIGHWAY

11) 12x6 enclosed trailer with ramp - $3,700

The first item is a continuation of contributing to the Non-recurring Capital account for the purchase of a replacement road sweeper in two years at an approximate cost of $265,000 (see page 273). The next items are replacements for existing trucks. The complete list would total over $900,000 and includes a number of service life extensions that would be in lieu of all new equipment. The deferred procurement of only new equipment projects would exceed $2 Million and is not financially feasible. We make note of it because continued deferral mounts growing pressure on the repair budget. Placing annual amounts in the "non-recurring capital account" can help with this problem but is not a solution by itself. We are requesting $200,000 to fund a package of the requests exclusive of the contribution to non-recurring capital (these items are highlighted in green).

Capital Road Improvement: This is for the full reconstruction of roadways. For larger roads, it is broken up into sections and reconstructed in multiple budgets.

Capital Road:				
	Brushy Hill Road	$ 150,000		
	Eden Hill	$ 150,000		
	Hundred Acres	$ 100,000		
	Little Brook Lane	$ 200,000		
	Platts Hill Road	$ 100,000		
	Pond Brook Road	$ 100,000		
	Birch Hill Road	$ 100,000		
	Jeremiah/Lakeview T	$ 100,000		
	TOTAL	$ 1,000,000		

PUBLIC WORKS - MEASURES & INDICATORS						
(Fiscal Year)						
			Actual	Actual		
Measure/Indicator			2011	2012 **		
Miles of Road Projects			17.08	3.79		
Linear Feet of Pipe Installed			7,250	5,870		
** Offset by Hurricane Irene, Snow Storm Alfred and the Animal Control Facility						
installation of a complete underground utility system.						

DEPARTMENT: WINTER MAINTENANCE

MISSION/DESCRIPTION

This program consists of snow removal and sanding in the winter and removal of winter sand form the roadways and catch basins in the spring and summer. The town snow removal operation divides the town into four quadrants with a unified highway crew of seven employees responsible for each area. There is a crew leader, lead man, heavy equipment operator and four regular truck drivers in each crew. Each crew is responsible for six plow runs of 10-12 miles in length in a total road system of approximately 270 miles. In addition to clearance of roads, the operation also encompasses school and town building parking lots and Fairfield Hill campus.

BUDGET HIGHLIGHTS

The budget for the Winter Maintenance department, for fiscal year 2013-2014 is increased by $7,147 or 1.0%. This was due to an increase in contractual services to account for inflation less a unit cost reduction for treated salt.

WINTER MAINTENANCE BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
WINTER MAINTENANCE	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
OVERTIME	190,538	89,724	152,608	152,608	152,608	155,496	155,496	155,496	155,496	2,888	1.9%
SAND	-	51,156	61,450	61,450	61,450	63,971	63,971	63,971	63,971	2,521	4.1%
SALT	435,491	278,249	333,579	333,579	333,579	328,317	328,317	328,317	328,317	(5,262)	-1.6%
CHAINS / BLADES / ETC	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	-	0.0%
CONTRACTUAL SERVICES	158,721	104,052	140,000	140,000	140,000	147,000	147,000	147,000	147,000	7,000	5.0%
	804,750	543,180	707,637	707,637	707,637	714,784	714,784	714,784	714,784	7,147	1.0%

DEPARTMENT: WINTER MAINTENANCE

ACCOUNT DETAIL

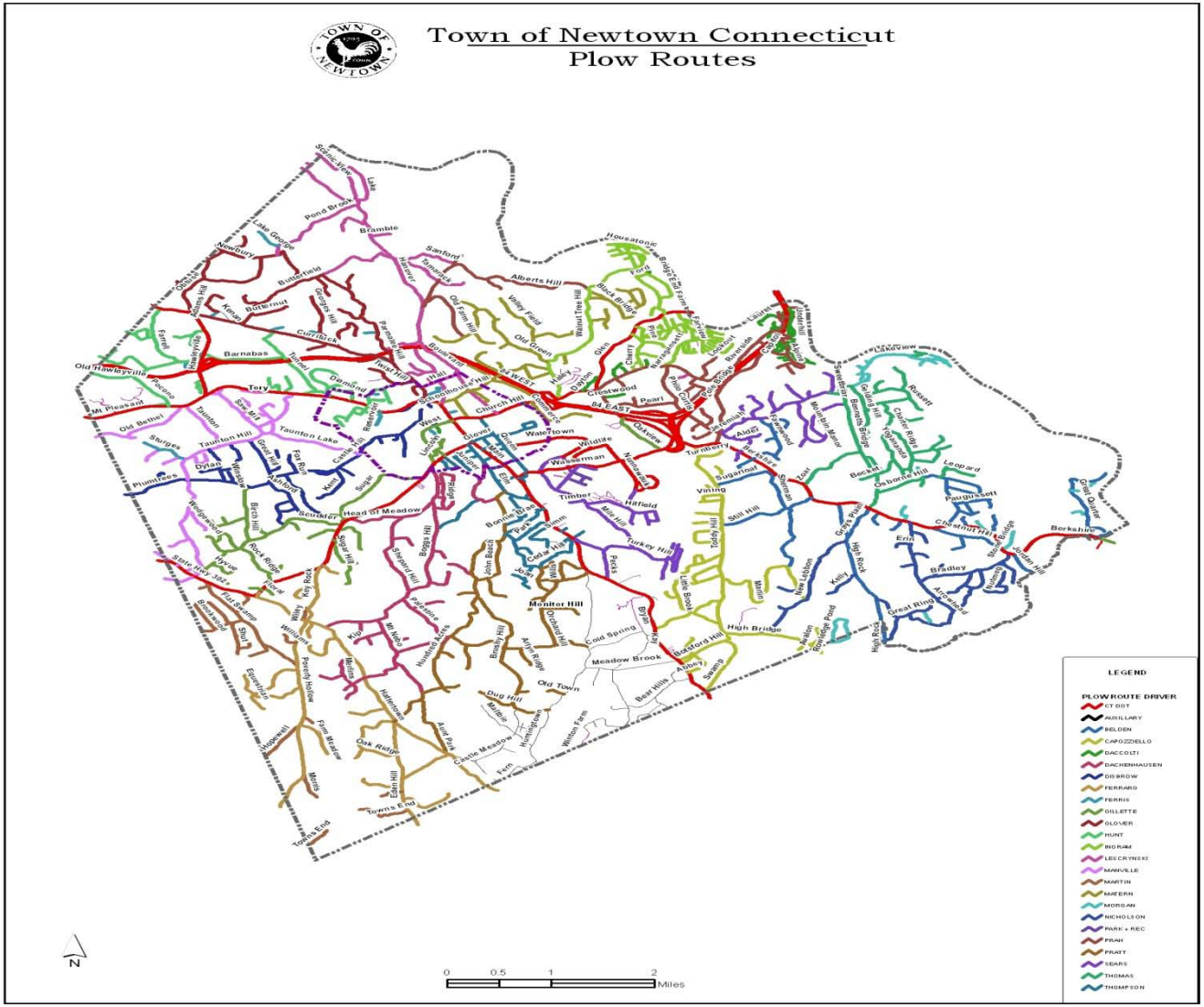
Overtime**:** This account is used for overtime for storms from November 15th to April 15th. An average of 3,800 hours of overtime has been required on a five year average. At the current average of $40.92 per hour (average of all rates) for overtime, the total budget for 3,800 hours is $155,496. We utilize approximately 3,800 hours four out of every five years.

Sand: The five year rolling average for sand usage is 3,763 cubic yards annually. At the current price of $17.00, the average budget requirement is $63,971.

Salt: This account covers treated salt used for winter deicing. The equivalent of 4,176 tons of treated road salt has been used annually over the last five years. At a current cost per ton of $78.62, the average budget cost annually would be $328,317.

Chains, Blades, Etc.: This account covers replacement parts and repairs on sanders, plows, plow blades for trucks. The full allocation has been needed each year based on the current condition of plows and sanders.

Contractual Services: This account covers contracted removal of winter debris from catch basins and street sweeping. The complete cleaning of all catch basins and roadways is a continuing requirement under current Federal and State storm water discharge regulations. Outside vendors will sweep 800,000 linear feet (150 miles) of roadway and clean 3,150 individual catch basins. At a unit price of $.105 per linear foot for sweeping and $17.00 per basin the total for these two items are $137,550. We also contract for approximately $9,450 of front end loader time for severe storms.


Town of Newtown Connecticut
Plow Routes
LEGEND
PLOW ROUTE DRIVER
CT DOT
AUXILLARY
BELDEN
CAPOZZIELLO
DACCOLTI
DACHENHAUSEN
DISBROW
FERRARO
FERRIS
GILLETTE
GLOVER
HUNT
INGRAM
LESCRYNSKI
MARVILLE
MARTIN
MAEERN
MORGAN
NICHOLSON
PARK + REC
PRAH
PRATT
SEARS
THOMAS
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0 0.5 1 2
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N

WINTER MAINTENANCE - MEASURES & INDICATORS						
(Fiscal Year)						
	Actual	Actual	Actual	Actual	Actual	Actual
Measure/Indicator	2007	2008	2009	2010	2011	2012
Number of Snow Plowing Operations	8	14	16	22	21	6
Tons of Salt Used	2,321	3,689	5,221	4,866	4,786	1,419
Yards of Sand Used	2,294	3,500	4,660	4,158	4,200	1,193

DEPARTMENT: LANDFILL

MISSION/DESCRIPTION

The transfer station provides drop off recycling for all residents and household waste disposal for those purchasing permits. The facility operates five days a week from Tuesday to Saturday. It supports recycling of many items not included in curbside pickup such as waste oil, tires, scrap metal, waste paper and batteries & electronics.

BUDGET HIGHLIGHTS

The budget for the Landfill department, for fiscal year 2013-2014 is decreased by ($1,277) or (0.1%). This was due primarily to a decrease in contractual services caused by rate and material costs reductions. It also allows for an increased cost in residential curbside pick-up to allow a vendor financed switch town wide to the large 65 gallon carts supporting single stream recycling.

LANDFILL BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
LANDFILL	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
PAYROLL	152,693	144,718	159,558	159,558	159,558	159,558	159,558	159,558	159,558	-	0.0%
OVERTIME	11,246	15,755	11,000	11,000	11,000	11,000	11,000	11,000	11,000	-	0.0%
MISC BENEFITS	4,272	4,700	4,800	4,800	4,800	4,800	4,800	4,800	4,800	-	0.0%
MEDICAL BENEFITS	-	54,142	37,915	37,915	37,915	38,947	38,947	38,947	38,947	1,032	2.7%
FICA	-	11,860	13,048	13,048	13,048	13,048	13,048	13,048	13,048	-	0.0%
LIFE INSURANCE	-	1,163	1,200	1,200	1,200	1,228	1,228	1,228	1,228	28	2.4%
PENSION	-	7,295	7,298	7,298	7,298	6,406	6,406	6,406	6,406	(892)	-12.2%
LONG TERM DISABILITY	-	379	444	444	444	498	498	498	498	54	12.2%
BUILDING SUPPLIES	776	769	800	800	800	800	800	800	800	-	0.0%
BUILDING ELECTRIC	4,324	4,900	6,900	6,900	6,900	5,400	5,400	5,400	5,400	(1,500)	-21.7%
EDUCATION	100	-	500	500	500	500	500	500	500	-	0.0%
REPAIRS & SUPPLIES	1,221	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	-	0.0%
CONTRACTUAL SERVICES	1,199,794	1,164,189	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	1,236,000	-	0.0%
CAPITAL	-	11,545	12,000	12,000	12,000	12,000	12,000	12,000	12,000	-	0.0%
	1,374,426	1,422,915	1,492,962	1,492,962	1,492,962	1,491,685	1,491,685	1,491,685	1,491,685	(1,277)	-0.1%

DEPARTMENT: LANDFILL

ACCOUNT DETAIL

Payroll: The Payroll account comprises the following positions:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN		
POSITION	union	# AUTH.	BUDGET	# AUTH.	PROPOSED	# AUTH.	BUDGET
Operator	hwy	1	55,108	1	55,108	0	-
Attendant	hwy	2	104,451	2	104,451	0	-
		3	159,558	3	159,558	0	-

The three positions belong in the Public Works Employees Union, Local 1303-200 of Connecticut Council #4, AFSCME, AFL- CIO Union. A contract has not been negotiated yet for 2013-2014.

Overtime: Covers normal circumstances of illness, vacation and injury and provides necessary coverage during the permit renewal season.

Benefits: Benefits required by contract for clothing, shoes for three Attendants and longevity where applicable.

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

DEPARTMENT: LANDFILL

Building Supplies: Various supplies are required ranging from waste bags to light bulbs.

Building Electric: The town shares electrical costs for the operation of the site with the operator of the Regional Transfer Station (Wheelabrator). The new Animal Control Facility will be under the Public Building Electric Account (the old facility was under this account).

Education: This line item covers State licensing requirements for Transfer Station and Recycling Center personnel and includes public education.

Repairs & Supplies: This covers various equipment and building repairs and maintenance.

Contractual Services: Outside vendors provides most of the services for processing various forms of trash (household waste, demolition debris, etc.) and recycling (curbside pickup, tires, oil, stumps, propane tanks removal, etc.) While some vendor cost have run true to budget there are some major changes going forward. Demolition has dropped by 50-60% after rates were increased. The recycling tip fee has fallen from $28.50 to $10.00 per ton. We have anticipated a 1.7% increase for contracted cost of living for curbside recycling pick-up. As a result, this line item will fail. The balance will be used to cover the amortization of the vendor paid switch to large 65 gallon carts in the single stream curbside recycling program. An RFP will be done on recycling pick-up in the spring of 2013.

CONTRACTUAL SERVICES:	2012-13	2013-14
Curbside Recycling Pick-Up (increased for single stream resident carts)	515,000	605,000
Demolition Waste Tip Fees	110,000	45,000
Household Hazardous Waste Day (2 per year)	28,000	28,000
MSW (Garbage) Hauling & Tip Fees	367,000	379,000
Recycling Tip Fees	85,000	70,000
Removal of Waste Oil, Freon, Tires, Leaves, Propaine Tanks	66,000	30,000
Fees. Stickers, Floresent Bulbs and Misc. Advertising	22,000	25,000
Well Testing & Monitoring	13,000	12,000
Wood Grinding	30,000	42,000
	1,236,000	1,236,000

DEPARTMENT: LANDFILL

Capital: This covers annual recycle bin replacement.

LANDFILL - MEASURES & INDICATORS						
(Fiscal Year)						
	Actual	Actual	Actual			
Measure/Indicator	2010	2011	2012			
Tons of Waste Recycled	3,462	4,767	3610			
% of Total Waste Recycled	20.59	27.44	24			
Tons of Refuse Collected	16,806	17,367	15,209			

DEPARTMENT: PUBLIC BUILDING MAINTENANCE

MISSION/DESCRIPTION

This department provides general and contracted maintenance of various public facilities including the Police building, the Multi-Purpose Center, the Animal Control building, the Town garage, the Emergency Operations building and the Municipal Center.

BUDGET HIGHLIGHTS

The budget for the Public Building Maintenance department, for fiscal year 2013-2014 is increased by $73,294 or 10.7%. This increase reflects an increase in the electricity line item of $55,100 due mainly to taking over Park & Recreation electricity accounts (consolidating utilities). The Parks & Recreation electricity accounts were zeroed out in 2012-13 however the Public Works electricity budget did not reflect this (as an increase). A transfer to the PW electricity account in 2012-13 is likely.

PUBLIC BUILDING MAINTENANCE BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
PUBLIC BUILDING MAINTENANCE	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
SALARIES	134,569	136,912	139,345	139,345	137,500	139,345	139,345	139,345	139,345	-	0.0%
OVERTIME	10,459	10,230	11,360	11,360	11,360	11,360	11,360	11,360	11,360	-	0.0%
MISC BENEFITS	590	705	975	975	975	975	975	975	975	-	0.0%
MEDICAL BENEFITS	-	43,403	42,080	42,080	42,080	42,738	42,738	42,738	42,738	657	1.6%
FICA	-	10,999	11,529	11,529	11,529	11,529	11,529	11,529	11,529	-	0.0%
LIFE INSURANCE	-	761	788	788	788	808	808	808	808	20	2.5%
PENSION	-	6,379	6,373	6,373	6,373	5,594	5,594	5,594	5,594	(779)	-12.2%
LONG TERM DISABILITY	-	332	388	388	388	435	435	435	435	47	12.1%
SUPPLIES	12,090	10,824	9,860	9,860	9,860	9,360	9,360	9,360	9,360	(500)	-5.1%
BUILDING MAINTENANCE	17,315	19,103	23,100	23,100	23,100	36,160	36,160	36,160	36,160	13,060	56.5%
HEAT	79,990	78,000	101,020	101,020	101,020	85,220	85,220	82,604	82,604	(18,416)	-18.2%
ELECTRICITY	139,700	139,337	155,492	155,492	155,492	210,592	210,592	210,592	210,592	55,100	35.4%
WATER	11,800	15,409	19,808	19,808	19,808	27,160	27,160	27,160	27,160	7,352	37.1%
SEWER USE FEE	8,680	9,663	12,067	12,067	12,067	11,767	11,767	11,767	11,767	(300)	-2.5%
SEWER ASSESSMENT	30,709	30,709	30,709	30,709	30,709	30,709	30,709	30,709	30,709	-	0.0%
CONTRACTUAL CUSTODIAN	38,672	40,788	30,685	30,685	30,685	34,522	34,522	34,522	34,522	3,837	12.5%
CONTRACTUAL SERVICES	102,794	86,577	68,640	68,640	68,640	67,240	67,240	67,240	67,240	(1,400)	-2.0%
CAPITAL	22,531	23,495	20,000	20,000	20,000	32,000	32,000	32,000	32,000	12,000	60.0%
	609,899	663,626	684,220	684,220	682,375	757,514	757,514	754,898	754,898	70,678	10.3%

DEPARTMENT: PUBLIC BUILDING MAINTENANCE

ACCOUNT DETAIL

Salaries: The Salaries account comprises the following positions:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN		
POSITION	union	# AUTH.	BUDGET	# AUTH.	PROPOSED	# AUTH.	BUDGET
Head Maintainer	th	1	51,978	1	51,978	0	-
Maintainer	th	2	87,367	2	87,367	0	-
		3	139,345	3	139,345	0	-

The three positions are in the Town Hall Employees CSEA, Local 2001 SEIU Union. A contract has not been negotiated yet for 2013-2014.

Overtime: This covers staffing for weekend cleaning of the cells at the Police Department, snow removal, and staffing during vacation or sick time.

Benefits: Clothing ($250) and safety shoes ($75) for three building maintenance personnel.

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

DEPARTMENT: PUBLIC BUILDING MAINTENANCE

Supplies: This account covers various types of paper products, maintenance items, and cleaning supplies for the Town Garage, Town Hall South, Dog Pound, Multi-Purpose Center, Municipal Center, EOC, and Police Sub-station. ($500 to be reimbursed by Dog Fund)

Building Maintenance: This account covers the material costs & service charges for various maintenance repairs and building system requirements. ($1,000 to be reimbursed by Dog Fund)

Heat: This account covers the heating costs for Town Hall South, Multi-Purpose Center, Town Garage, Dog Pound and FFH Maintenance Facility, EOC, Municipal Center and other Town facilities. This includes heating oil, natural gas and propane. ($5,800 to be reimbursed by Dog Fund)

Electricity: This account covers the electrical costs for Town Hall South, Multi-Purpose Center, Town Garage, Dog Pound, EOC, Municipal Building, Police Sub-Station and other Town facilities. ($1,200 to be reimbursed by Dog Fund)

Water: Water costs at Town Garage, Town Hall South, Dog Pound, EOC, Municipal Building and other Town facilities. ($800 to be reimbursed by Dog Fund).

Sewer Use Fee: Sewer Use Fee for various Town facilities. ($300 to be reimbursed by Dog Fund)

DEPARTMENT: PUBLIC BUILDING MAINTENANCE

Sewer Assessment: Both Sewer Use and Sewer Assessment accounts pay for the following town buildings:

Ambulance Garage, 77 Main Street
Ambulance House, 79 Main Street
BOE/Park & Rec Maintenance Garage, 5 Trades Lane
BOE/Park & Rec Warehouse Building, 1 Trades Lane
Edmond Town Hall, 45 Main Street
Industrial Vacant Land, 6-8 Commerce Road
Library, 25 Main Street
Meeting House, 31 Main Street
Multi-Purpose Center, 14 Riverside Road
Municipal Center, 3 Primrose Street
Newtown Hook & Ladder, 45 Main Street
Park & Rec's Teen Center, 53A Church Hill Road
Sandy Hook Fire House, 18 Riverside Road
Town Hall South, 3 Main Street

Contractual – Custodian: This account covers contracted cleaning and rug services at Town Hall South, Public Works, Multi-Purpose Center, Municipal Building, Animal Control Facility and Emergency Operations Building. ($1,400 to be reimbursed by Dog Fund)

Contractual Services: This account covers various contracted building services including tick spray at Multi-Purpose Center, fire and security alarms, annual fire extinguisher certification, garbage collection, septic pumping, bug control, HVAC repairs and other building maintenance and repair projects. ($1,400 to be reimbursed by Dog Fund)

Capital: Shower replacement at the Police Department $10,000. Phase I locker replacement at Public Works $5,000, Two metal entry doors at Public Works for $4,200 and the continuation of window replacement at Public Works $12,800.

DEPARTMENT: PUBLIC BUILDING MAINTENANCE

	Total Town	Total BOE	Municipal Center Town (68%)	Municipal Center BOE (32%)	Police Bldg.	Sr. Ctr. Bldg.	Dog Pound	Town Garage	EOC Bldg.	FFH PD sub sta.	Trades Lane Town (70%)	Trades Lane BOE (30%)	P & R Utilities	P&R Heat
SALARIES	139,345				92,887	46,458								
OVERTIME	11,360	640	1,360	640	8,000	2,000								
BENEFITS	975	104	221	104	754									
SUPPLIES	9,860	1,440	3,060	1,440	1,200	1,000	500	3,700	200	200	-	-		
BLDG. MAINTENANCE	37,160	7,040	14,960	7,040	12,400	2,800	1,000	5,000	500	500	-	-		
HEAT	91,020	15,780	16,320	7,680	10,000	10,600	5,800	18,000	1,600	1,800	18,900	8,100		8,000
ELECTRICITY	211,792	27,008	57,392	27,008	52,000	15,400	1,200	15,000	9,000	7,200	-	-	54,600	
WATER	27,360	4,440	8,160	3,840	2,100	2,200	800	1,300	4,000	400	1,400	600	7,000	
SEWER USE FEE	12,067	583	952	448	1,000	1,700	300	7,500	150	150	315	135		
SEWER ASSESSMENT	30,709	-			5,235	2,855		22,619			-	-		
CONTRACT CUSTODIAN	35,922	8,628	18,122	8,628	4,300	2,200	1,400	9,100	400	400	-	-		
CONTRACT SERVICES	68,640	8,960	19,040	8,960	16,000	10,000	1,400	21,000	800	400	-	-		
CAPITAL	32,000	-	-	-	10,000	-	-	22,000	-		-	-		
	708,210	74,623	139,587	65,788	215,876	97,213	12,400	125,219	16,650	11,050	20,615	8,835	61,600	8,000

DEPARTMENT: CAR POOL

BUDGET HIGHLIGHTS

New replacement pool cars required - $48,000:

Replacement for 1999 and 2000 Chevy pickup trucks assigned to the Tech Department. $25,000 a year is budgeted for in the capital non recurring transfer account for the acquisition of pooled vehicles. See page ____.

CAR POOL BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
CAR POOL	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
CAR POOL VEHICLES	5,000	-	-	-	-	-	-	-	-	-	

HEALTH & WELFARE FUNCTIONS

DEPARTMENT: SOCIAL SERVICES

MISSION/DESCRIPTION

It is the mission of Social Services to enhance the quality of life and self-sufficiency of people in need of financial and social services. We provide leadership, advocacy, planning and delivery of these services in partnership with public and private organizations. We are dedicated to providing services with respect, compassion and accountability.

BUDGET HIGHLIGHTS

The budget for the Social Service department, for fiscal year 2013-2014 is increased by $2,091 or 1.5%. The increase is mainly due to increases in salaries and employee benefits.

SOCIAL SERVICES BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
SOCIAL SERVICES	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
DIRECTOR-HUMAN SERVICES	51,389	52,086	52,160	53,073	53,073	54,475	54,475	54,475	54,475	1,402	2.6%
SECRETARY	29,385	30,611	35,040	35,040	35,040	35,040	35,040	35,040	35,040	-	0.0%
MEDICAL BENEFITS	-	35,665	34,577	34,577	34,577	35,276	35,276	35,276	35,276	699	2.0%
FICA	-	6,321	6,671	6,671	6,671	6,848	6,848	6,848	6,848	177	2.7%
LIFE INSURANCE	-	681	701	701	701	694	694	694	694	(7)	-1.0%
PENSION	-	1,426	1,603	1,603	1,603	1,407	1,407	1,407	1,407	(196)	-12.2%
LONG TERM DISABILITY	-	212	248	248	248	263	263	263	263	15	6.0%
DUES / CONFERENCE / SUBS	100	70	100	100	100	100	100	100	100	-	0.0%
WELFARE ALLOTMENT	3,954	3,560	4,000	4,000	4,000	4,000	4,000	4,000	4,000	-	0.0%
	84,828	130,631	135,099	136,012	136,012	138,103	138,103	138,103	138,103	2,091	1.5%

DEPARTMENT: SOCIAL SERVICES

ACCOUNT DETAIL

Director of Human Services: The Director of Human Services is a non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase. A $500 salary enhancement has been added.

Secretary: The Secretary position belongs to the Town Hall Employees CSEA, Local 2001 SEIU Union. A contract has not been negotiated yet for 2013-2014. The position (in 2012-13) was changed from a 30 hour (with benefits) position to a 37.5 hour (full time with benefits) position, for six months of the year. This was considered necessary to ensure office coverage on Fridays (October thru March).

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

Dues, Conference, Subs: This account is used for training programs, conferences, dues and literature for the office.

Welfare Allotment: This account is used for emergency housing and it pays for counseling sessions provided by Newtown Youth & Family Services.

DEPARTMENT: SOCIAL SERVICES

MEASURES & INDICATORS						
(Calendar Year)						
		Actual	Actual			
Measure/Indicator		2011	2012			
# of Applications:						
Renters Rebate		72	71			
Operation Fuel		25	33			
Energy Assistance		195	278			
Backpacks		88	92			
Value of Food Donated		$8,000	$ 20,000			
Value of Big Y Bread Donations		$5,000	$ 7,000			
Thanksgiving Baskets		69	71			
Holiday Baskets		68	68			

DEPARTMENT: SENIOR SERVICES

MISSION/DESCRIPTION

The Newtown Senior Center provides activities that promote independence, creativity, physical and emotional health, and lifelong learning for our elderly residents. It is a place to gather in a friendly environment where they may participate in social, cultural and educational programs. To enhance independence, support mental, physical and social well being.

BUDGET HIGHLIGHTS

The budget for the Senior Service's department, for fiscal year 2013-2014 is increased by $1,036 or 0.3%. This is due mainly to an increase in the senior mini-bus contract.

SENIOR SERVICES BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
SENIOR SERVICES	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
SENIOR SERVICES ADMINISTRATION	106,012	111,689	118,859	119,772	117,000	121,174	121,174	121,174	121,174	1,402	1.2%
MEDICAL BENEFITS	-	31,364	31,329	31,329	31,329	23,733	23,733	23,733	23,733	(7,596)	-24.2%
FICA	-	8,470	9,093	9,093	8,950	9,270	9,270	9,270	9,270	177	1.9%
LIFE INSURANCE	-	709	723	723	723	715	715	715	715	(8)	-1.1%
PENSION	-	5,121	5,075	5,075	5,075	4,548	4,548	4,548	4,548	(527)	-10.4%
LONG TERM DISABILITY	-	259	260	260	260	349	349	349	349	89	34.2%
DUES & TRAVEL	569	81	1,050	1,050	1,050	1,050	1,050	1,050	1,050	-	0.0%
SENIOR CENTER OPERATE EXPENSES	27,447	29,264	27,000	27,000	27,000	29,000	29,000	29,000	29,000	2,000	7.4%
MINI-BUS	135,500	135,500	135,500	135,500	135,500	141,000	141,000	141,000	141,000	5,500	4.1%
	269,528	322,457	328,889	329,802	326,887	330,838	330,838	330,838	330,838	1,036	0.3%

DEPARTMENT: SENIOR SERVICES

ACCOUNT DETAIL

Senior Services Administration: The Senior Services Administration payroll account comprises the following positions:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN		
POSITION	union	# AUTH.	BUDGET	# AUTH.	PROPOSED	# AUTH.	BUDGET
Senior Services Director	nu	1	53,073	1	54,475	0	1,402
Assistant	th	1	31,323	1	31,323	0	-
Senior Aide	th	1	27,472	1	27,472	0	-
Part Time Van Driver			7,904		7,904		-
		3	119,772	3	121,174	0	1,402

The Senior Services Director is a non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase. A $500 salary enhancement has been added.

The Assistant and the Senior Aide belong to the Town Hall Employees CSEA, Local 2001 SEIU Union. A contract has not been negotiated yet for 2013-2014.

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

DEPARTMENT: SENIOR SERVICES

Dues & Travel: This account allows the staff to be reimbursed for mileage when a town car is not available. It also covers dues to such organizations as: Ct Association of Senior Center Personnel, National Council on Aging, Retired Senior Volunteer Program, Elder Hostel, Creative Forecasting Inc, Aging News Alert and other subscriptions to professional magazines. It pays for workshops and conferences which provide staff training development essential for implementing programs and services.

Senior Center Operating Expenses: This account covers all program/class supplies, teacher's fees, holiday themed parties, bingo, outreach programs, inter-generational programs, informational and educational events. This account also covers pamphlets, brochures, educational and entertaining videos, CD's and DVD's and other materials for workshops, training and client use. An increase of $2000 has been added due to the increase of active senior participants within the Exercise, Yoga, Tai Chi, and Zumba classes. Additional classes have been added to adjust class size due to maximum occupancy allowed in each room. With keeping a no increase budget in the past 2 years monies had to be transferred to pay teachers. The increase will cover teacher fees. This account also contributes $1,585.20 for the congregate meal site:

Housatonic Valley Region - Local Funding Request

Assistance requested from each municipality for 2013-2014 is based upon program utilization in 2012-2013. It is figured at the rate of 30 cents per meal served. Funds received will be used only to purchase meals to homebound elders during the period of 10/1/2012 – 6/30/2013. If approved, the municipality will be invoiced in November of 2013.

Newtown - FY 2013-2014 Funding Request = 5,284 meals x 30 cents a meal = $1,585.20

2012-2013 Service Estimates

	Clients	Meals	Cost
Congregate Meals	115	3,100	$930.00
Meals on Wheels	16	2,184	$655.20
Total	131	5,284	$1,585.20

DEPARTMENT: SENIOR SERVICES

Mini – Bus Contract: H.A.R.T. (Housatonic Area Regional Transit) request amount has increased $5,500 based on the current service level for fiscal year 2013. There has been no increase in 2 years. This bus service is for 5 days a week. Saturdays and extra weekday hours service is funded through section 13(b). This is a Town wide service for the whole senior and disabled community; it is not just service for the Center.

HART senior services web site: HART

SENIOR SERVICES - MEASURES & INDICATORS						
(Fiscal Year)						
	Actual	Actual	Actual	Actual	Actual	Est.
Measure/Indicator	2008	2009	2010	2011	2012	2013
Paid members			440	376	387	400
Members	1,300	1,289	952	950	1,059	1,059
Outreach/Health programs	35	38	42	36	36	38
Trips	22	25	45	54	65	65
Programs/Classes	43	46	50	50	55	55
Meal site clients	52	68	63	146	131	131
Note: Paid members are those who pay $12 per year and participates in paid classes. Members						
utililze flu shot clinics, income tax preparation, seminars, AARP etc.						
bi-weekly blood pressure screening and mealsite						

DEPARTMENT: NEWTOWN HEALTH DISTRICT

MISSION/DESCRIPTION

Our mission is to promote and to protect the physical and environmental well-being of the citizens of the Newtown Health District through direct services, wellness and promotion programs and active support of community efforts. Health District staff enforces the requirements of the Connecticut Public Health Code and the Newtown Sanitary Code to help ensure a clean and healthy environment. Collaboration with community partners is an essential part of our operation. Delivering exceptional customer service to our residents is our priority.

Services include: Plan review, permitting and inspection of new and repaired septic systems. Review and permitting for water supply wells. Health Panel Review - a Sewer Avoidance Program unique to Newtown to review plans for lots less than one-half acre in size to ensure compliance with all agencies' Codes requirements. Plan review, licensing and inspection of food service establishments (deli's, restaurants, schools, grocery stores, etc.). Review and sign-off for building permits for proposed work to ensure compliance with CT Public Health Code. Daycare inspections. Investigation of complaints (wastewater, pollution, housing, potential vermin, etc.) and abatement of violations. Follow-up on reportable infectious diseases (i.e. tuberculosis, salmonella, e.coli) that have potential public health implications. Assist with collection, testing, notification and guidance for potential rabies exposures. Health education (health screenings, Heart health promotion, Lyme Disease and other tick-borne disease prevention, physical activity & nutrition, influenza prevention, radon awareness). Local and regional public health emergency preparedness planning, exercise, and evaluation.

The Health District staff works through education, training, exercises and real-life scenarios to maintain cutting-edge expertise for responding to ever emerging public health issues; in most recent years this has included bio-terrorism preparedness (smallpox & anthrax), school health issues, H1N1 Influenza, MRSA, groundwater contamination, public water supply issues, storm response and extended power outages.

Web site: HEALTH DISTRICT

BUDGET HIGHLIGHTS

The Total Budget for the Newtown Health District, for fiscal year 2013-2014 has decreased ($3,061) or (0.8 %). This is due to a decrease in employee benefit amounts. The Request to the Town of Newtown for its local share of the budget is increased from $268,682 to $273,985 (by $5,303 or 2.0%). This is due to salary increases in the health district operational budget.

HEALTH DISTRICT BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
NEWTOWN HEALTH DISTRICT	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
NEWTOWN HEALTH DISTRICT	264,618	264,449	268,682	268,682	268,682	273,985	273,985	273,985	273,985	5,303	2.0%
MEDICAL BENEFITS	-	96,547	96,681	96,681	96,681	89,777	89,777	89,777	89,777	(6,904)	-7.1%
LIFE INSURANCE	-	827	885	885	885	744	744	744	744	(141)	-15.9%
PENSION	-	12,050	11,846	11,846	11,846	10,439	10,439	10,439	10,439	(1,407)	-11.9%
LONG TERM DISABILITY	-	793	929	929	929	1,017	1,017	1,017	1,017	88	9.5%
	264,618	374,666	379,024	379,023	379,023	375,962	375,962	375,962	375,962	(3,061)	-0.8%

DEPARTMENT: NEWTOWN HEALTH DISTRICT

ACCOUNT DETAIL

Newtown Health District Contribution**:** Health District budget (page 204 shows the Town's charge):

Expenditure Detail

SALARIES	
Director of Health	$90,550
Medical Advisor	$13,042
Administrative Assistant	$43,677
Senior Sanitarian	$72,302
Assistant Sanitarian	$67,528
Assistant Sanitarian	$67,528
Food Service Inspector	$29,000
Labor Contract	$4,500
TOTAL	**$388,127**
PAYROLL EXPENSES	
Social Security	$29,614
Pension	$11,850
TOTAL	**$41,464**
OPERATING	
Office supplies	$1,000
Telephone	$500
Field Equipment	$300
Office Equip. Maintenance	$200
Specimen Transportation	$1,250
Clothing	$1,000
Dues/Subscript.	$750
District offices	$17,000
TOTAL	**$22,000**

PROGRAMS	
Health Education	$4,000
Medical Supplies	$3,000
Educ./Training	$1,750
Water Testing	$1,000
Food Protection program	$2,500
VNA Nursing	$3,500
Environmental Health Services	$2,000
TOTAL	**$17,750**
LEGAL/FINANCE	
Accounting	$4,500
Legal	$2,500
ADP	$3,000
Bookkeeper	$2,500
TOTAL	**$12,500**

TRANSPORTATION	
Vehicle Leasing (3 trucks	$10,500
DOH Transportation	$2,250
Misc.	$0
TOTAL	**$12,750**
HEALTH INSURANCE	
Health Insurance	$100,550
Health Insurance Copay	$1,005
DOH - Life	$290
TOTAL	**$101,845**
CIRMA Insurances	
Workers Comp	$12,500
Other CIRMA ins	$18,500
TOTAL	**$31,000**
CONTINGENCY	5,000
GRAND TOTAL	**$632,436**

DEPARTMENT: NEWTOWN HEALTH DISTRICT

NEWTOWN HEALTH DISTRICT
BUDGET INFORMATION FY 2012-2013

Line Items	Expenditures	Source	Revenues
Salaries	$388,127	**State Per Capita Grant:**	
Payroll Expenses	$41,464	Newtown (Town)	$47,478
Operating	$22,000	Newtown (Borough)	$3,591
Programs	$17,750	Bridgewater	$3,191
Legal/Financial	$12,500	Roxbury	$4,190
Transportation	$12,750	**Fees (estimated):**	
Health Insurance	$101,845	Newtown (Town & Borough)	$50,000
CIRMA Insurances	$31,000	Bridgewater	$4,000
		Roxbury	$6,000
Capital	$0	**PHEP Grant**	$16,000
Contingency	$5,000	**Fund Balance**	$30,000
		Total State, Fee, FB Rev.	$164,451
		Local Per Capita:	
		Newtown (Town)	$380,135
		Newtown (Borough)	$28,750
		Bridgewater	$25,551
		Roxbury	$33,549
Total Expenditures	**$632,436**	**Total Revenue**	**$632,436**
		Local Per Capita Cost	**$14.81**

District Member	population	Local Per Capita Cost
Town of Newtown	25,664	$380,135
Borough of Newtown	1,941	$28,750
Town of Bridgewater	1,725	$25,551
Town of Roxbury	2,265	$33,549
Total District Population	31,595	$467,985

Line Items	Expenditures	In Kind Services from: Newtown	Bridgewater	Roxbury
Salaries	$388,127			
Payroll Expenses	$41,464	$11,850		
Operating	$22,000	$12,000	$ 2,250	$ 2,750
Programs/Contractual	$17,750			
Legal/Financial	$12,500			
Transportation	$12,750	$10,500		
Health Insurance	$101,845	$100,550		
CIRMA Insurances	$31,000			
Capital	$0			
Contingency	$5,000			
TOTALS	**$632,436**	$134,900	$ 2,250	$ 2,750

Request for local Contribution:

	Per Capita Cost	Services Provided	Total Request
Town and Borough of Newtown	$408,885	$134,900	$ 273,985
Town of Bridgewater	$25,551	$2,250	$ 23,301
Town of Roxbury	$33,549	$2,750	$ 30,799
			$ 328,085

DEPARTMENT: NEWTOWN HEALTH DISTRICT

Medical Benefits / Pension / Long Term Disability**:** Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page ___, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

	Actual	Actual	Actual	Actual	Actual	
Measure/Indicator	2007-08	2008-09	2009-10	2010-11	2011-12	
Licensed Food Service Establishments	106	103	121	113	127	
Soil Testing	193	128	113	93	122	
Septic systems (new and repair)	117	105	100	72	110	
Well permits	92	37	33	50	48	
Building Permit review/sign-off	380	254	292	290	302	

Performance measures and indicators for local public health services may be elusive, as the primary goal of public health is to protect health and prevent disease and injury. Quantifying disease that has been prevented can be difficult to count. In addition, some efforts of Health District staff are not readily measured by performance indicators in a table. For example, repeated visits, inspections and training sessions with an individual food service establishment, based on the specific need of the establishment is not readily measured. Similarly, the efforts of working with a resident or neighborhood to investigate and abate a potential public health nuisance do not fall into an easily measured category. Equally important are the existing, the new and the evolving relationships with community partners with whom much work is accomplished. Time spent meeting and collaborating with those partners and providing and receiving support for community work and projects is essential to Newtown's public health, but is not readily measured in metrics. The Newtown Health District will be working, along with many other health departments and districts in the State of CT, to systematically assess its performance of delivering essential services with the ultimate goal of accreditation.

DEPARTMENT: NEWTOWN YOUTH & FAMILY SERVICES

MISSION/DESCRIPTION

Newtown Youth Family Services combines clinical services and positive youth development programs to provide a continuum of care to residents of Newtown and 16 surrounding towns.

NYFS is a licensed, non-profit, mental health clinic and youth service bureau. We provide outpatient individual, couple, and family counseling and substance abuse treatment services. In addition we offer prevention initiatives, after school, evening and weekend programs and support groups to promote individual and community wellness.

For nearly 30 years, we have offered specialized programs and services to individuals of all ages.

Mission Statement:

Newtown Youth and Family Services, Inc. are dedicated to helping children and families achieve their highest potential.

Organizational/Affiliations/Licensures/Certifications NYFS collaborates with:

- Accredited by the Council on Accreditation (COA) a community-based behavioral health care and human service organizations
- DPH Licensed Psychiatric Outpatient Facility for Adults
- DPH Licensed Outpatient Substance Abuse Treatment Facility
- DCF Licensed Outpatient Psychiatric Clinic for Children
- State Department of Education designated Town Youth Service Bureau
- Connecticut Council of Family Services Agencies
- Connecticut Association of Non-profits
- Newtown Prevention Council

Newtown Youth & Family Services is a 501(c) (3) Non Profit Organization.

Web site: NEWTOWN YOUTH & FAMILY SERVICES

BUDGET HIGHLIGHTS

The budgeted contribution for Newtown Youth & Family Services, for fiscal year 2013-2014 has remained the same. Employee benefits have increased $1,757.

NEWTOWN YOUTH & FAMILY SERVICES BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
NEWTOWN YOUTH & FAMILY SERVICES	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
NEWTOWN YOUTH & FAMILY SERVICES	256,500	265,600	265,000	265,000	265,000	265,000	265,000	265,000	265,000	-	0.0%
MEDICAL BENEFITS	-	47,722	28,526	28,526	28,526	29,931	29,931	29,931	29,931	1,405	4.9%
LIFE INSURANCE	-	391	399	399	399	335	335	335	335	(64)	-16.0%
LONG TERM DISABILITY	-	794	846	846	846	1,262	1,262	1,262	1,262	416	49.2%
	256,500	314,507	294,771	294,771	294,771	296,528	296,528	296,528	296,528	1,757	0.6%

NEWTOWN YOUTH & FAMILY SERVICES

ACCOUNT DETAIL

Newtown Youth & Family Services Contribution: The Town of Newtown contributes an amount to grant income. See overall budget below:

Newtown Youth & Family Services 2012-2013 Budget		
	2011/2012	2012/2013
Ordinary Income/Expense		
Income		
4000 · Contributed support	73,886	71,378
4500 · Grant Income	517,333	501,521
5000 · Earned revenues	196,474	238,307
5800 · Special events	51,750	47,000
Total Income	839,443	858,206
Expense		
7000 · Grant & contract expense	18,999	22,650
7200 · Salaries & related expenses	625,905	680,063
7500 · Other personnel expenses	8,000	9,865
8100 · Non-personnel expenses	47,150	34,334
8200 · Occupancy expenses	93,225	69,325
8300 · Travel & meetings expenses	1,300	1,825
8400 · Depreciation & amortization exp	11,270	12,000
8500 · Misc expenses	30,414	24,401
8700 · Special Events	13,550	16,250
Total Expense	849,813	870,713
Net Ordinary Income	(10,370)	(12,507)
Add back: Depr. & Amort. Exp.	11,270	12,000
Net Income - before Depr. & Amort.	900	(507)

NEWTOWN YOUTH & FAMILY SERVICES

Medical Benefits / Life Insurance / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. . Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. . Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

MEASURES & INDICATORS						
(Calendar Year)						
	Actual	Actual	Actual	Actual	Actual	Estimated
Measure/Indicator	2008	2009	2010	2011	2012	2012/2013
# of Clinical and Youth Programming Hours	2,985	4,230	10,873	10,419	11,418	11,750

Note: Increase in 2010 was due to Family Counseling Center merging with Youth Services and the addition of the Partnership for Success Grant.

DEPARTMENT: CHILDREN'S ADVENTURE CENTER

MISSION/DESCRIPTION

Children's Adventure Center is a dynamic learning community dedicated to providing a superior early-learning educational experience in a warm, friendly atmosphere. We pursue our goal of excellence with a caring community of young learners, dedicated staff and supportive parents and work to develop confident students who are motivated to grow lifelong learning and academic skills, keen social intelligence and creative thinking abilities. We believe that learning is fun and fun is learning.

The Children's Adventure Center was established in Newtown in 1969 by a group of concerned community leaders as a non-profit organization to provide early childhood education for local families. The Center is governed by a volunteer Board of Directors elected annually who provide a staff of experienced early childhood professionals.

CAC is accredited by NAEYC - the National Association for the Education for Young Children - a national organization whose goal is to raise the quality of Pre-school Education through a stringent accreditation process. CAC is also licensed by the State of Connecticut Public Health Services; State Board of Education, by the Town of Newtown Health Department, State Fire Marshall and the Town Building Inspector.

Web site: CHILDREN'S ADVENTURE CENTER

BUDGET HIGHLIGHTS

The town contribution to the CAC has remained the same. The total budget amount has decreased because the Children's Adventure Center medical benefit cost share has gone from 28% to 50%.

Note: In kind payments are not shown. They represent a rent free building, heat, water, sewer and custodial services. The total cost for these in kind services is approximately $65,000 (per Public Works).

CHILDREN'S ADVENTURE CENTER BUDGET

						2012 - 2013 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
CHILDREN'S ADVENTURE CENTER	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
CHILDREN'S ADVENTURE CENTER	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	-	0.0%
MEDICAL BENEFITS	-	99,242	101,271	101,271	101,271	96,294	96,294	96,294	96,294	(4,978)	-4.9%
LIFE INSURANCE	-	735	801	801	801	837	837	837	837	36	4.5%
PENSION	-	14,124	13,859	13,859	13,859	12,647	12,647	12,647	12,647	(1,212)	-8.7%
LONG TERM DISABILITY	-	1,003	1,046	1,046	1,046	869	869	869	869	(177)	-16.9%
	25,000	140,103	141,977	141,977	141,977	135,647	135,647	135,647	135,647	(6,330)	-4.5%

ACCOUNT DETAIL

Children's Adventure Center: Contribution to Children's Adventure Center (CAC).

CAC December 31, 2011 Balance Sheet:

Assets:		Liabilities:		Net Assets:	
Cash & cash equivalents	$ 84,550	Accrued payroll & payroll taxes	$21,285	Unrestricted – designated	$ -0-
Other assets	144,670	Other liabilities	30,540	Unrestricted – undesignated	177,395
Total assets	$229,220	Total Liabilities	$51,825	Total Net Assets	$177,395

Medical Benefits / Life Insurance / Pension / Long Term Disability: Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

DEPARTMENT: TICK ACTION COMMITTEE

MISSION/DESCRIPTION

In September 2009 the Newtown Board of Selectmen created the Newtown Ad Hoc Tick-Borne Disease Action Committee (TBDAC) for the purpose of developing and implementing a Town-wide action plan to control, reduce and/or eradicate tick-borne disease (TBD). In accomplishing this task, the TBDAC was requested to (i) develop a personal health procedure for public dissemination; (ii) to determine whether TBD "hot spots" exist and if so, correlate variables such as population, open space and/or forest; (iii) to review efforts of neighboring towns to reduce TBD; (iv) to review documentation for limits and extent of deer impact to Newtown's public health and safety, natural resources and economic growth; and (v) to develop a definitive action plan for prevention and control of TBD in Newtown.

The final report was submitted to the Board of Selectmen on October 17, 2011

Web site: TICK ACTION COMMITTEE

BUDGET HIGHLIGHTS

There is no budget amount for 2013 – 2014 due to the fact that the committee has submitted its final report.

TICK ACTION COMMITTEE BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
TICK ACTION COMM	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
ALLOCATIONS	2,281	-	-	-	-	-	-	-	-	-	

DEPARTMENT: CONTRIBUTIONS TO OUTSIDE AGENCIES

MISSION/DESCRIPTION

The Town of Newtown values the services provided by various not-for-profit agencies. The Town provides an annual contribution to those agencies who receive financial and/or in-kind support from our residents. Bi-annually, the finance office of the Town of Newtown requests documentation from agencies soliciting a budgetary contribution that those same agencies have received support from Newtown residents.

BUDGET HIGHLIGHTS

The budget for the Contributions to Outside Agencies, for fiscal year 2013-2014 is increased by $24 or 0.03%. Practically contributions have remained the same.

CONTRIBUTIONS TO OUTSIDE AGENCIES BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
OUTSIDE AGENCY CONTRIBUTIONS	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
VISITING NURSES ASSOCIATION	500	500	500	500	500	500	500	500	500	-	0.0%
KEVIN'S COMMUNITY CENTER	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	-	0.0%
REGIONAL HOSPICE	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	-	0.0%
VETERANS' GUIDANCE SUPPLIES	100	60	250	250	250	250	250	250	250	-	0.0%
NW REGIONAL MENTAL BOARD	2,941	2,953	3,037	3,037	3,037	3,061	3,061	3,061	3,061	24	0.8%
DANBURY REG CHILD ADVOCACY	2,750	2,750	2,750	2,750	2,750	2,750	2,750	2,750	2,750	-	0.0%
WOMEN'S CENTER OF DANBURY	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	-	0.0%
ABILITY BEYOND DISABILITY	4,050	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	-	0.0%
THE VOLUNTEER CENTER	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	-	0.0%
NEWTOWN PARENT CONNECTION	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	-	0.0%
AMOS HOUSE	3,300	-	-	-	-	-	-	-	-	-	
LITERACY VOLUNTEERS	900	-	-	-	-	-	-	-	-	-	
SHELTER OF THE CROSS	2,250	-	-	-	-	-	-	-	-	-	
NON PUBLIC SCHOOL SECURITY	900	-	-	-	-	-	-	150,000	150,000	150,000	
	99,191	92,263	92,537	92,537	92,537	92,561	92,561	242,561	242,561	150,024	162.1%

DEPARTMENT: CONTRIBUTIONS TO OUTSIDE AGENCIES

ACCOUNT DETAIL

Visiting Nurses Association: With the cooperation of Bethel VNA and Danbury VNA the Visiting Nurse Association of Newtown provides nursing, physical therapy, and nursing aide services to Newtown residents. Resources include skin cancer screenings and cholesterol screenings. We provide eye screenings in nursery and preschools. The VNA maintains a loan closet of medical supplies such as wheelchairs, crutches, shower seats and other items available at no cost to any Newtown resident. The VNA Thrift Shop is located from the back parking lot at Edmond Town Hall. In season donations gratefully accepted.

Kevin's Community Center**:** The mission of Kevin's Community Center is to provide quality, compassionate free health care for persons over the age of 18 who are uninsured or underinsured and have limited financial resources.

Kevin's Community Center, Inc. (KCC), was founded in 2002 by Dr. Z. Michael Taweh and his wife, Jocelyne, in memory of their son, Kevin. Under their leadership, the founding and licensure of KCC took place over a period of nine months through a collaboration of the Newtown Health District, the Visiting Nurse Association of Newtown, Danbury Hospital, Housatonic Valley Radiological Associates, Newtown Drug Center, Newtown Social Services Department, Town of Newtown, Danbury Office of Physician Services, the Newtown and greater Danbury medical and dental communities, the local banking, business and legal community, along with the efforts of over 400 volunteers and guidance from AmeriCares Free Clinics.

KCC serves the towns of Roxbury, Bridgewater and Newtown, the same towns served by the Newtown Health District. The clinic offers a wide range of services including: diagnosis and treatment of medical conditions; evaluation and treatment of minor injuries; essential medications for chronic illness and lab tests as indicated; referral for radiology and diagnostic testing where indicated/available; referral to social services agencies for consultation; referral to medical specialists where indicated; preventive care and education/support services; and continuity of care for diabetes via a Diabetes Care Coordinator. Eligibility for services is based on income guidelines which are tied to the Federal Poverty Level. Prior to being seen, all patients are screened by a social worker to ensure eligibility for services.

In addition to diagnostic and continuing care, KCC offers free prescriptions when available or refers patients to local pharmacies such as the Newtown Drug Center, which provides significant price reductions on prescription medication.

Web site: KEVIN'S COMMUNITY CTR

DEPARTMENT: CONTRIBUTIONS TO OUTSIDE AGENCIES

Regional Hospice**:** Regional Hospice and Home Care of Western Connecticut, founded in 1983, is a community-based, not-for-profit agency providing Hospice and Palliative Home Care throughout Western Connecticut. The agency is State licensed and certified by Medicare as both a Home Health and Hospice Program.

Our Caring Continuum - Cares at Home, Hospice, Healing Hearts - offers the right care at the right time to help those with life-limiting illness or who are coping with the loss of a loved one. Today's patients and families continue to benefit from years of experience coordinating pain and symptom management, spiritual care, emotional support, social work, and bereavement services.

We believe that through skilled and supportive care, people can approach a life-limiting illness with comfort and dignity and have the support they need if they are coping with the loss of a loved one. Web site: REGIONAL HOSPICE

Veteran's Guidance Supplies: The Director of Veterans Affairs is directly responsible for the knowledge of laws, benefits and rights from the federal and state governments available to veterans and their dependents. The Director interviews veterans to determine initial and continuing eligibility for benefits: conducts investigations to verify information and evaluates eligibility for benefits. He prepares and files applications for benefits with appropriate local, state or federal agencies; provides information and answers inquiries regarding veteran's benefits, and interprets laws and regulations to veterans and eligible dependents. In addition, the Director prepares and files appeals of decisions denying benefits as required; makes referrals to other local, state or federal agencies offering specialized services, administers as the local Chairman for the State Soldiers, Sailors & Marine Fund. The Director speaks before interested groups on laws relating to veteran benefits; prepares reports, budgets and maintains office files and case folders. In the last 20 years, the Veterans Affairs Office has served 5,264 veterans and 11,845 family members
Web site: http://www.ci.danbury.ct.us/content/21015/21087/21143/default.aspx

DEPARTMENT: CONTRIBUTIONS TO OUTSIDE AGENCIES

N.W. Regional Mental Health Board**:** The Northwest Regional Mental Health Board is dedicated to improving the quality of life for people in their recovery from mental illness and addiction. The board advises, advocates, plans, educates and assesses needs and programs, which promotes enhanced services.

In 1975 the state legislature established the Catchment Area Councils and Regional Mental Health Boards to ensure that citizens from every town in Connecticut could be actively involved in the kind and quality of mental health services delivered in Connecticut. The state is divided into twenty-three catchment areas (defined geographic areas, based on population) which make up five uniform Regions. Our Region consists of the forty-three towns in the northwestern part of the state. Each Catchment Area Council is comprised of representatives appointed by the towns, which are lay citizens, called consumers who in turn elect mental health professionals, called providers. Within the group of consumers are persons in recovery, family members, and interested citizens. Each Catchment Area Council elects four of its members to the Regional Mental Health Board, and from there, members are elected to the State Board. Our Regional Board voted in 1998 to include membership from the Substance Abuse community as well, in recognition of the now merged nature of the Department of Mental Health and Addiction Services.

We fulfill our legislative mandate through the following activities:

- Representation of:
  -consumers
  -family members
  -providers
  -the communities and citizens of our region
- Review and Evaluation of programs
- Report findings to the Department and the community
- Recommend funding for services
- Provide Public Education
- Plan for needed services

DEPARTMENT: CONTRIBUTIONS TO OUTSIDE AGENCIES

- Advocate for changes when needed
- Educate and train our constituent members in systems, services and advocacy
- Enhance the quality of life for persons with mental illness and substance abuse or addiction
- Develop focused committees:
  -Work Incentives
  -Consumer Action Group

The Northwest Regional Mental Health Board Inc., is a private, not-for-profit corporation, funded by the Department of Mental Health and Addition Services and the municipalities it serves.

Serving the towns of: Bantam, Barkhamsted, Beacon Falls, Bethel, Bethlehem, Bridgewater, Brookfield, Brookfield Center, Canaan, Cheshire, Colebrook, Cornwall, Cornwall Bridge, Danbury, Falls Village, Gaylordsville, Goshen, Hartland, Harwinton, Kent, Lakeville, Litchfield, Middlebury, Morris, Naugatuck, New Fairfield, New Hartford, New Milford, **Newtown**, Norfolk, North Canaan, Oakville, Prospect, Redding, Ridgefield, Roxbury, Salisbury, Sandy Hook, Sharon, Sherman, Southbury, Thomaston, Torrington, Warren, Washington, Waterbury, Watertown, Winchester, Winsted, Wolcott, and Woodbury.
Web site: Northwest Regional Mental Health Board Home Page

Danbury Regional Child Advocacy: Incorporated in 1976, the Danbury Regional Child Advocacy Center is a private, non-profit child abuse prevention agency, providing timely and effective services which help high risk parents increase skills and knowledge necessary to prevent out-of-home placement of their children.

The Family Enrichment Service program provides weekly, one-to-one, in home services by trained paraprofessionals.

- Multi-disciplinary Investigation Teams (MIT) convenes to improve the investigation, intervention and prosecution of child sexual abuse and serious physical abuse and neglect while minimizing secondary trauma to the child.
- Evening Parent Net classes provide information and parenting skills in collaboration with Danbury schools, courts and the Connecticut Department of Children and Families. Parent Project classes focus on parents of adolescents with challenging behaviors.

DEPARTMENT: CONTRIBUTIONS TO OUTSIDE AGENCIES

- The Volunteer Mentor Program provides role models, support, advocacy and reinforcement of previous learning for families no longer receiving intensive services. Mentors are matched for weekly contact with parents at risk.
- Grandparents as Parents Support Groups (GAPS) meet weekly with trained and supervised co-facilitators to provide information, support and advocacy.

All Danbury Regional Child Advocacy Center programs are free and child care is provided upon request. Collaboration with other local and state agencies is critical to the success of these programs. The income of 85% of families in the Danbury Regional Child Advocacy Center programs is below the federal poverty level. In fiscal year 2009-2010 Family Enrichment Specialists helped 517 clients in 140 families. Teams assisted 179 clients in 106 families. Groups provided education and support for 251 clients in 120 families and Volunteer Mentors and Grandparents groups helped 42 clients in 18 families.

The Danbury Regional Child Advocacy Center serves the towns of Bethel, Bridgewater, Brookfield, Danbury, Kent, New Fairfield, New Milford, **Newtown**, Redding, Ridgefield, Roxbury, Sherman, Warren and Washington. Web site: http://danburychildadvocacy.org/home

Women's Center of Danbury**:** The Women's Center provides free and confidential services to prevent or lessen the trauma associated with domestic violence, sexual assault and other major life transitions. Located at 2 West Street in Danbury, Connecticut, the Women's Center serves thirteen towns in southwestern Connecticut: Bethel, Bridgewater, Brookfield, Danbury, Kent, New Fairfield, New Milford, Newtown, Redding, Ridgefield, Roxbury, Sherman, and Washington. Last year the Women's Center provided crisis services and community education to 19,679 women, men and children. Founded by volunteers in 1975 as a place where women could gather and explore ways to improve their lives, the Women's Center quickly evolved as volunteers responded to community needs. Today, as a professional social service agency, the Women's Center of Greater Danbury continues to rely on the commitment and financial support of its volunteers and members. The Women's Center provides safe haven and support to women, men and children through its Domestic Violence, Sexual Assault and Resource Services programs.

The Women's Center of Greater Danbury, Inc. respectfully requests a grant of $10,000 from the Town of Newtown for fiscal year 2012-2013.Since 1975 the Women's Center has been providing a safe and supportive place for all that have turned to us for assistance. Our free and confidential services include: crisis intervention, emergency shelter for victims of domestic violence, counseling, advocacy, as well as comprehensive community education and prevention programs. We are the only agency throughout the Greater Danbury area providing these state certified, victim services. During the past fiscal year, a total of 1,816 Newtown residents received services provided through our three major programs: Domestic Violence Services, Sexual Assault Services and Resource Services, including our comprehensive community education and prevention programs, so critical in

DEPARTMENT: CONTRIBUTIONS TO OUTSIDE AGENCIES

terms of breaking the cycle of violence. We are grateful for your past support and hope that you grant us our requested increased allocation of $10,000 so that together we can continue "working to end the violence."

Web site: http://womenscenterofgreaterdanbury.org/HomePage.asp

Ability Beyond Disability: Ability Beyond Disability is founded on five guiding principles:

1. We will offer people with disabilities the choices and services they want
2. We will continuously evolve to be successful in a changing world
3. We will improve the quality of services to make it possible for those we serve to participate in the communities and activities of their choosing
4. We will be the employer of choice for those seeking to work in the service sector of providing supports to people with disabilities
5. We will create a stable financial foundation for current operations and for the future

Ability Beyond Disability is headquartered in Bethel, Connecticut and Mt. Kisco, New York; with services ranging throughout western Connecticut and Westchester, Putnam and Dutchess Counties in New York. Our national reputation for innovation and accomplishments has resulted in referrals from around the country, including: California, Delaware, Florida, Georgia, Kentucky, Massachusetts, Michigan, Missouri, New York (including New York City), New Jersey, North Carolina, Ohio, Pennsylvania, Rhode Island and Wisconsin.

Web site: http://abilitybeyonddisability.org/who-we-are/

The Volunteer Center**:** The Volunteer Center consistently works to engage individuals and groups in volunteer opportunities that meet community needs. We do this by reaching out and connecting over 2,000 individuals each year with opportunities to serve over 200 area nonprofits, bringing numerous new volunteers into the system.

Volunteer Recruitment & Referral The Volunteer Center recruits and connects volunteers to serve nonprofit agencies. Volunteers can assist nonprofit professional staff with general administrative duties or support the work of special events. Volunteers can also be the implementers of a

DEPARTMENT: CONTRIBUTIONS TO OUTSIDE AGENCIES

nonprofit's program and services, such as a mentor, hotline attendant, etc. They can help with infrastructure in areas such as: finances, public relations and technology or as Board Members to govern organizations. Our recruitment methods include our interactive website, weekly columns in our local newspapers and in-person consultations. Additionally, we manage the Court Ordered Community Service Restitution Program which places volunteers in nonprofit organizations.

Youth Volunteer Corps of Western Connecticut (YVC) The Youth Volunteer Corps is a team based group of diverse youth from all socioeconomic levels. The participants, ages 11-18, will learn about and address community needs with action projects while developing a lifetime commitment to service. This program has a school year and summer component.

Western Connecticut Business Volunteer Council (WCBVC) The WCBVC is a coalition of businesses and corporations in the Greater Danbury area that promotes volunteerism among their employees to benefit our community. The BVC sponsors annual initiatives to benefit low-income and at-risk children, families and seniors citizens: Spring Buddy Baskets, Back-to-School Program and Holiday Fruit Baskets. The BVC works to provide for an exchange of information and best practices and to connect the business community to the nonprofit sector.

SAVE (Seniors Add Valuable Experience) This collaborative project of the City of Danbury and The Volunteer Center serving Western Connecticut places financially qualified seniors 65+ with city departments and local Danbury funded nonprofits as volunteers. After completing 100 hours of volunteer services, the seniors are eligible for a real estate tax credit of up to $600 per year.

Board Member Recruitment and Training We recruit volunteers with a wide variety of skill sets and backgrounds to serve on local nonprofit Boards of Directors. We conduct workshops to prepare prospective board members, strengthen existing boards, or provide a forum for the exchange of best practices.

Volunteer Management Training Series (VMTS) This curriculum builds the skills of area nonprofit organizations to utilize volunteers effectively. It was developed by The Points of Light Foundation and the Hands On Network specifically for Volunteer Centers to increase the effectiveness of nonprofit volunteer management programs. The goal is to build the capacity of local organizations to utilize volunteers effectively, to retain them and ensure volunteers have fulfilling and meaningful experiences.

Networking & Professional Development (DOVIA) Directors of Volunteers in Agencies is a professional association of directors and supervisors of various volunteer programs in Western Connecticut. DOVIA's Mission is to promote volunteer administration through workshops and educational

DEPARTMENT: CONTRIBUTIONS TO OUTSIDE AGENCIES

programs and to provide a forum for the exchange of ideas and best practices.

Web site: http://volunteerdanbury.org/index.html

Newtown Parent Connection**:** The mission of the Newtown Parent Connection continues to be: "To educate and empower the community in the prevention of substance abuse and to embrace families in crisis". We use a three-pronged approach to serve the Newtown community:

Educate: We offer free public forums in order to generate community awareness regarding substance abuse. This spring we will be hosting our fourth annual "Parent University" which has, to date, been successful in reaching over 500 parents and 100 children. Parent University offers a morning of workshop sessions on topics ranging from parenting skills to substance abuse education for parents & caregivers, and educational programs for children.

Empower: We work with all factions of the town to coordinate efforts to strengthen the community's ability to banish drug use among our youth. We sponsor three ongoing support groups for families affected by substance abuse and addiction: a weekly "Hope & Support" parent group; a weekly "Grand's Place" grandparents' support group; and a monthly Bereavement Group for families that have lost a loved one due to catastrophic circumstances.

Embrace: We assist parents and youth in crisis by referring them to appropriate therapists and treatment programs suited to their needs. We have networked extensively with local and national agencies and treatment professionals to better service both those afflicted with addiction and their **family members**.

Web site: http://www.newtownparentconnection.org/

Non-Public Schools Security: $150,000 added by the BOF for non-public school security.

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LAND USE FUNCTIONS

DEPARTMENT: LAND USE

MISSION/DESCRIPTION

The Land Use Agency responsibilities include interpretation and enforcement of the Newtown Zoning, Aquifer Protection, Forestry Practices, Open Space and Inland Wetland and Watercourses Regulations. The Agency is advisory and administrative staff for the Planning and Zoning, Inland Wetlands, Aquifer Protection and Conservation Commissions; and the Zoning Board of Appeals.

While accomplishing the above responsibilities the Land Use Agency performs a number of functions including:

1. Pre- application reviews with potential developers.
2. Review of commercial and residential development applications.
3. Plans for orderly Town development, including but not limited to roads, sidewalks, zone uses, utilities, public lands and emergency services.
4. New business use and location assessment.
5. Review building permits and certificates of occupancy.
6. Authorize first cuts and lot-line revisions
7. Member of the Health Panel Review Board.
8. Manages open space reviews and acquisitions for Town purchases and subdivisions.
9. Apply for and manage open space grant funding.
10. Supervise Intern Program in conjunction with the Public Works and GIS Departments.
11. Coordinates the USGS and Town Stream Gages.
12. Manages the FEMA Flood Plain Programs.
13. Applies for and manages grants from the State of CT.
14. Responds to all resident complaints concerning land use violations.
15. Issues Notices of Violations, Citations, and Cease & Desist Orders.
16. Coordinates with Town attorneys on legal actions and law suits.
17. Serves as Town staff for any environmental issues.
18. Serve as support for the Legislative Council, Board of Finance, Board of Selectmen, Emergency Operation Center, Town Assessor, Town Clerk, Pootatuck Watershed Association, Fairfield Hills Authority, Economic Development Commission, and Tax Collector.

DEPARTMENT: LAND USE

BUDGET HIGHLIGHTS

The budget for the Land Use department, for fiscal year 2013-2014 is increased by $13,903 or 2.4%. This is mainly due to an increase in salary and employee benefits.

LAND USE BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
LAND USE	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
LAND USE AGENCY DIRECTOR	74,675	75,687	75,795	77,121	77,121	78,932	78,932	78,932	78,932	1,811	2.3%
ADMINISTRATION	278,515	261,872	275,157	276,392	276,392	279,833	279,833	279,833	279,833	3,441	1.2%
COURT STENOGRAPHER	-	2,550	3,000	3,000	3,000	3,000	3,000	3,000	3,000	-	0.0%
MEDICAL BENEFITS	-	75,449	74,086	74,086	74,086	82,964	82,964	82,964	82,964	8,878	12.0%
FICA	-	25,953	26,848	26,848	26,848	27,446	27,446	27,446	27,446	598	2.2%
LIFE INSURANCE	-	1,471	1,513	1,513	1,513	1,745	1,745	1,745	1,745	232	15.4%
PENSION	-	12,895	12,768	12,768	12,768	11,452	11,452	11,452	11,452	(1,316)	-10.3%
LONG TERM DISABILITY	-	640	750	750	750	1,009	1,009	1,009	1,009	259	34.5%
DUES / SUBSCRIPTIONS / TRAVEL	1,871	2,880	3,000	3,000	3,000	3,000	3,000	3,000	3,000	-	0.0%
MAPS & PRINTING	913	798	1,500	1,500	1,500	1,500	1,500	1,500	1,500	-	0.0%
OPEN SPACE INDEXING	4,861	4,665	5,000	5,000	5,000	5,000	5,000	5,000	5,000	-	0.0%
CLOTHING	502	832	975	975	975	975	975	975	975	-	0.0%
CONTRACTUAL SERVICES	15,620	24,080	27,800	27,800	27,800	27,800	27,800	27,800	27,800	-	0.0%
LEGAL SERVICES	86,549	78,648	70,000	70,000	70,000	70,000	70,000	70,000	70,000	-	0.0%
CAPITAL	2,122	1,778	2,400	2,400	2,400	2,400	2,400	2,400	2,400	-	0.0%
	465,629	570,199	580,591	583,152	583,152	597,055	597,055	597,055	597,055	13,903	2.4%

DEPARTMENT: LAND USE

ACCOUNT DETAIL

Land Use Agency Director: The Land Use Agency Director is a non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase. A $500 salary enhancement has been added.

Administration: The Administration payroll account comprises the following positions:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN		
POSITION	union	#AUTH.	BUDGET	#AUTH.	PROPOSED	#AUTH.	BUDGET
Deputy Director	nu	1	71,803	1	73,524	0	1,721
Zoning Enforcement Officer	th	1	58,735	1	58,735	0	-
Administrative Assistant	th	1	41,400	1	41,400	0	-
Secretary	th	1	32,645	1	32,645	0	-
Zoning Liaison Officer	nu	1	29,620	1	30,124	0	504
Code Enforcement Officer	nu	1	42,188	1	42,905	0	717
					-		
		6	276,391	6	279,333	0	2,941

The Deputy Director, Zoning Liaison Officer and Code Enforcement Officer are non union positions. A $500 salary enhancement has been added to the Deputy Director.

The Zoning Enforcement Officer, Administrative Assistant and the Secretary belong to the Town Hall Employees CSEA, Local 2001 SEIU Union. A contract has not yet been negotiated for 2013 - 14.

Court Stenographer: The "'court stenographer" usually is the clerk of a commission that produces a written transcription of the tape recorded minutes of commission meetings for court lawsuits and appeals. The transcription of minutes is not included the clerks normal stipend. The normal stipend is paid out of the Selectmen-Other Clerks account.

DEPARTMENT: LAND USE

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability**:** Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

Dues, Subscriptions, Training**:** Mandated course attendance for state and federal town certification for staff and commissions. This includes subscriptions for legal updates to regulations.

Maps & Printing: Required printing and maintenance of town Zoning, Inland Wetlands and Aquifer maps. This includes the printing of public and legal documents for the Land Use Agency.

Open Space Indexing: Marking, recording and surveying of town-owned Open Space.

Clothing: Required union clothing safety allowance for work shoes and uniforms.

Contractual Services**:** Potential development needs in commission expert reporting. This includes the contracting of soil scientists, engineers, traffic engineers, monitoring of the town stream gages and other professional services.

Legal Services: Defense and proactive pursuit in legal requirement of land use regulations.

Capital: Replacement for field equipment for the action of enforcement and monitoring.

DEPARTMENT: LAND USE

MEASURES & INDICATORS

Here are some of the accomplishments of the Land Use Agency over the last few years:

1. The Agency staff has negotiated and managed all Open Space proposals, submitting the proposals to P & Z, Legislative Council and the Board of Selectmen.
2. The Agency staff has applied for and received grants from various sources.
3. The Agency staff reviewed the potential development of property being assessed for Town purchase.
4. The Agency staff coordinated the USGS mod-flow model project of the Pootatuck River and has completed our aquifer Level A mapping submitted to CT DEEP. The mod-flow model will be a tool in the planning process for the town.
5. The Agency staff conducted biannual water quality sampling of 24 sites across the town including the Pootatuck River, Deep Brook, Pond Brook and various tributaries.
6. The Agency staff, in conjunction with the Newtown Fish and Game Club, conducted biannual water quality sampling of Taunton Pond.
7. The Land Use Agency Intern program has employed students from Bard College, Connecticut College, Vassar College, University of Vermont, University of Albany, Enicott College, Bryn Mawr College and Yale University.
8. The Agency has reviewed and coordinated an incentive housing needs study.
9. The Agency has completed a Natural Resources Inventory study.
10. The Agency has assisted in coordinating legal cases for Housatonic Railroad and the United Water Brookfield diversion permit.
11. Digitized a majority of the paper plans associated with Planning and Zoning.
12. Coordinate final stream gage installation for town.
13. Expand our Open Space initiatives to include long-term assessment of purchases and funding sources.
14. Complete indexing of Town-owned Open Space and establish an Open Space Ordinance to facilitate property management.
15. Coordinate the revision for the Plan of Conservation and Development.
16. Review the sidewalk program and apply for grants associated with the program.
17. The Land Use Director is on the Board of Directors of the Pootatuck Watershed Association (PWA), an organization devoted to protecting the Pootatuck River and Aquifer.
18. The interns have conducted a GPS survey to locate and evaluate all of the storm water outfall pipes that enter the Pootatuck and Deep Brook main stems. This project is possible only with the cooperation of the Department of Public Works, the PWA, the Technology and GIS Department and the Office of the First Selectman.
19. Defended legal appeals to town regulations, approvals of permits and denials of unsuitable activities.

DEPARTMENT: N.W. CONSERVATION DISTRICT

MISSION/DESCRIPTION

We serve 34 communities in Northwest Connecticut. NCD works to conserve local natural resources by delivering a wide variety of technical services and educational programs. We focus on watershed and open space protection, low impact development techniques, sustainable resource and energy use and promote ecosystem planning. We offer a variety Geographic Information Systems (GIS) based mapping solutions to assist you in your project planning and decision making.

Web site: http://conservect.org/northwest/Northwest/tabid/58/Default.aspx

BUDGET HIGHLIGHTS

The budget has increased by $460 to get the budgeted amount closer to the $2,500 request of the NW Conservation District.

N.W. CONSERVATION DISTRICT BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
NW CONSERVATION DISTRICT	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
NW CONSERVATION DISTRICT	500	1,000	1,040	1,040	1,040	1,500	1,500	1,500	1,500	460	44.2%

RECREATION & LEISURE FUNCTION

DEPARTMENT: PARKS & RECREATION

MISSION/DESCRIPTION

To create quality recreation and leisure opportunities strengthening the community through people, parks and programs.

Web site:

http://www.newtown-ct.gov/Public_Documents/NewtownCT_Park/index

BUDGET HIGHLIGHTS

The Parks and Recreation budget has increased by $40,026 or 1.8 % this is due mainly to salary increases; the rising costs of recreational supplies and an increased request for capital items. See individual accounts for more detail.

PARKS & RECREATION BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
PARKS AND RECREATION	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
DIRECTOR	67,000	67,908	68,005	69,195	69,195	70,871	70,871	70,871	70,871	1,676	2.4%
ADMINISTRATION	291,568	265,810	264,126	266,176	266,176	268,202	268,202	268,202	268,202	2,026	0.8%
PARK MAINTAINER OVERTIME	51,091	52,732	53,282	53,282	53,282	53,282	53,282	53,282	53,282	-	0.0%
PARK MAINTAINER SALARY	379,298	400,248	442,797	442,797	438,500	452,139	452,139	452,139	452,139	9,342	2.1%
SUMMER PROGRAM	84,077	83,886	87,854	101,054	100,736	95,120	95,120	95,120	95,120	(5,934)	-5.9%
LIFE GUARDS/WATERFRONT STAFF	93,578	85,963	98,990	85,790	85,790	101,604	101,604	101,604	101,604	15,814	18.4%
RANGERS & GATE ATTENDANTS	56,889	58,910	59,410	59,410	59,410	59,410	59,410	59,410	59,410	-	0.0%
PART TIME STAFF	17,854	16,455	21,900	21,900	21,900	21,900	21,900	21,900	21,900	-	0.0%
MEDICAL BENEFITS	-	257,118	254,806	254,806	254,806	259,232	259,232	259,232	259,232	4,427	1.7%
FICA	-	82,096	84,626	84,626	84,626	84,626	84,626	84,626	84,626	0	0.0%
LIFE INSURANCE	-	2,079	2,121	2,121	2,121	3,186	3,186	3,186	3,186	1,065	50.2%
RECREATION SUPPLIES	9,495	9,489	9,650	9,650	9,650	10,000	10,000	10,000	10,000	350	3.6%
PENSION	-	35,199	34,412	34,412	34,412	31,453	31,453	31,453	31,453	(2,959)	-8.6%
LONG TERM DISABILITY	-	1,726	2,070	2,070	2,070	2,346	2,346	2,346	2,346	276	13.3%
SIGNS	5,653	5,747	6,000	6,000	6,000	7,000	7,000	7,000	7,000	1,000	16.7%
EDUCATION & TRAINING	5,765	10,285	10,975	10,975	10,975	10,975	10,975	10,975	10,975	-	0.0%
UTILITIES	53,882	37,831	-	-	-	-	-	-	-	-	
POOL EXPENSES	32,560	32,338	32,342	32,342	32,342	32,342	32,342	32,342	32,342	-	0.0%
SAFETY CLOTHES & ALLOWANCES	13,057	12,459	12,650	12,650	12,650	12,650	12,650	12,650	12,650	-	0.0%
GENERAL MAINTENANCE	31,621	31,619	31,700	31,700	31,700	33,285	33,285	33,285	33,285	1,585	5.0%
GROUNDS MAINTENANCE	116,716	116,700	117,161	117,161	117,161	123,019	123,019	123,019	123,019	5,858	5.0%
TRAIL MAINTENANCE	5,671	6,117	6,200	6,200	6,200	7,200	7,200	7,200	7,200	1,000	16.1%
CONTRACTUAL SERVICES	264,406	278,956	280,000	280,000	280,000	280,000	280,000	280,000	280,000	-	0.0%
CAPITAL	166,679	176,500	192,000	192,000	192,000	196,500	196,500	196,500	196,500	4,500	2.3%
	1,746,859	2,128,171	2,173,076	2,176,316	2,171,701	2,216,342	2,216,342	2,216,342	2,216,342	40,026	1.8%

DEPARTMENT: PARKS & RECREATION

ACCOUNT DETAIL

Director: The Director of Parks & Recreation is a non union position. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase. A $500 salary enhancement has been added.

Administration: The Administration payroll account comprises the following positions:

		2012 - 2013			2013 - 2014		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN			
POSITION	union	# AUTH.	BUDGET	# AUTH.	PROPOSED		# AUTH.	BUDGET
Assistant Director of Parks	nu	1	65,064	1	66,170		0	1,106
Assistant Director of Recreation	nu	1	54,103	1	55,023		0	920
Operations Supervisor (Changed from Parks Operations Sup)	th	1	51,771	1	51,771		0	-
Fields Operation Supervisor (Eliminated in 2011-12)	th	0	-	0	-		0	-
Administrative Assistant	th	1	43,935	1	43,935		0	-
Secretary	th	1	32,940	1	32,940		0	-
Part Time Clerical	th	1	18,362	1	18,362		0	-
		6	266,176	6	268,202		0	2,026

The Assistant Director of Parks & the Assistant Director of Recreation are non union positions. Non union positions reflect an increase of 1.7% in this budget which matches the social security cost of living increase.

The other five positions belong to the Town Hall Employees CSEA, Local 2001 SEIU Union. A contract has not yet been negotiated for 2013 - 14.

DEPARTMENT: PARKS & RECREATION

Park Maintainer Overtime: In an attempt to manage our time as efficiently as possible we have tracked the hours associated with our tasks for the past few years. The hours listed are averages and do not take into account inclement weather, equipment failures or any special circumstances that would prevent us from completing these tasks in a timely fashion.

Available Weekly 2012 Labor:

	Labor hours:	Admin Hours:
9 - Park Maintainers.	360 hours	
1 – Mechanic.	40	
1 - Park Operations Supervisor.		40 hours
Totals:	400 hours	40 hours

The hours as listed are based on the assumption that there is no employee sick, on vacation, personal or medical leave. Vacation allocations alone add up to almost a full year collectively.

Our busy season usually starts the third week in March and ends the third week in November. Our weekly time management breaks down as follows (for the spring through late fall):

	Labor Hours
• Mowing athletic fields - 4 staff, 4 days per week	128
• Mowing small areas - 2 staff, 2 days per week	32
• Grooming athletic fields - 2 staff, 5 days per week	80
• Painting/lining athletic fields - 2 staff, 3 days per week	48
• Park maintenance - 4 staff ,4 hrs/day 5 days per week	80
• Pool maintenance - 2 staff 4 hrs/day, 5 days per week	40
• Garbage - 2 staff, 2 hrs/day, 5 days per week	20
• Eichler's Cove maint. - 1 staff, 4 hrs/day, 5 days per week	20
• Teen center - 1 staff, 1 hr/day, 5 days per week	5

DEPARTMENT: PARKS & RECREATION

- FFH Garbage/dog waste – 1 staff, 2 hr/day, 5 days per wk. 10
- Fertilization – 2 staff, 8 hr/day, 0.75 days per week 12
- Dickinson Skate park – 1 staff, 1 hr/day, 5 days per week 5
- Equipment maintenance – 1 staff, 5 days per week 40
- Irrigation maintenance – 1 staff, 3 days per week 24
- Weed eating – 1 staff, 4 days per week 32
- Total: 576

The same labor breakdown for 2002 required 328 hours, and 472 was required 2005. Our labor force has not grown in proportion to our added responsibilities as evident by the labor breakdown we are currently, and have been, operating in a serious labor deficit. Routine tasks are being compromised and we are not providing the level of service that is expected. The breakdown listed does not include trails maintenance, and tree work which is substituted for mowing time during the winter.

This does not include Emergency Storm work either, which has forced us to delay and displace planned projects in 2011 & 2012. (Not FEMA reimbursed)

It is imperative that we add and retain competent staff and associated equipment to meet the minimum goals of our department. It is also important to note that the labor breakdown and associated required overtime is for day-to-day routine tasks. The hours shown do not include any items from our ever-growing project list, mutual support for other departments, or consideration of emergency situations that arise.

We currently sacrifice the administrative responsibilities of our Operational Supervisors in an effort to accomplish a bare minimum. We have also been force to cut back on items in an effort to free up labor hours. A few examples of items we have cut back on are as follows:

- Grooming fields twice per week instead of three times.
- We no longer line fields for Youth Baseball.
- We no longer line fields for Youth Softball.
- We no longer clean locker rooms at Treadwell during pool season (contracted)
- We no longer mulch all planting beds annually.

DEPARTMENT: PARKS & RECREATION

- Alternate trimming to reduce labor.
- Naturalized areas to reduce mowing.

While all departments have been forced to sacrifice during the tough economic climate, our facilities are now busier than ever, and require more input. Treadwell pool which operated for 616 hours during the 2002 swim season was open for over 1,300 hours in 2011. There is currently no other option except to grow our staff, unless we vastly reduce services, as the use of our facilities requires the associated labor tasks 7 days a week to meet minimum State Health Code requirements.

The list below depicts some of the routine tasks our department uses overtime funds for:

- Plowing or essential storm work.
- Weekend parks cleaning and pool cleaning to meet State Health Codes.
- Spring Field Preparation: Fields are required to open April 15
- Preparing fields for sports groups and tournaments
- Construction work that extends beyond the normal day when contractors are involved.
- Staffing tournaments and special events such as the Christmas Tree Lighting, Halloween parties, festivals and other large events.
- Locking gates
- Pool operation – Filter & pump operations and chemistry person 1 x per day for pool readings by a licensed pool operator.
- On Call response, as dispatched.

DEPARTMENT: PARKS & RECREATION

Park Maintainer Salary: The Park Maintainer Salary account is comprised of the following positions:

		2012 - 2013		2013 - 2014		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN		
POSITION	union	# AUTH.	BUDGET	# AUTH.	PROPOSED	# AUTH.	BUDGET
Maintainer (One authorized position added in 2011-12)	p & r	9	391,489	9	399,068	0	7,579
Mechanic	p & r	1	44,427	1	45,271	0	844
On Call Stipends			6,881		7,800		919
		10	442,797	10	452,139	0	9,343

The nine positions belong to the Parks & Recreation Department Teamsters Union Local 145 Union. The negotiated increase for 2013 – 2014 is 1.90%.

We are in desperate need of an additional maintainer which had been approved for in 2007-2008 but we were unable to hire due to a hiring freeze in 08/09. Due to the continued state of the economy we have not requested this amount in subsequent budgets. We would have made a request for the reinstatement of this lost position if the economic conditions permitted. Additionally we have been working toward the intention of the First Selectman to move the current contracted mowing maintenance of the Fairfield Hills campus in house. An additional employee not included with the request above would be needed for this increase of maintenance. This may be an item in the Fairfield Hills budget but needs to be identified.

We would need 10 maintainers to be able to deliver a level of service currently needed and take on the additional responsibilities of Fairfield Hills.

DEPARTMENT: PARKS & RECREATION

Summer Day Camp Program: We will continue to add the extra week of camp as it was a success since we added a week for the last two years.
We are also opening the camp up to out of town children whose parents work in Newtown.
We are not giving raises to returning counselors for the second year in a row.
The Tween Adventure Camp (grades 5 & 6) will once again be housed at Dickinson Park, it was a success last year.

2 returning Camp Directors ($550./wk. x 8 wks.)							$ 8,800.00
1 returning Asst. director ($450./wk x 8 wks.)							$ 3,600.00
1 returning Director ($400./wk x 8 wks.)							$ 3,200.00
10 -5+ year returning Counselors $66.day x 35 days							$ 23,100.00
1 - 4 year returning Counselors $63.day x 35 days							$ 2,205.00
9 - 3 year returning Counselors $60.day x 35 days							$ 18,900.00
16-2 year returning Counselors $57.day x 35 days							$ 31,920.00
1- new skateboard instructor $57.day x 35 days							$ 1,995.00
1 Day Training Session- 40 employees @ $35/day							$ 1,400.00
					total		$ 95,120.00

DEPARTMENT: PARKS & RECREATION

Life Guards: In 2012-2013 $101,490 was our request for 1213, when the budget failed the first referendum, this account was cut by $2,500 and Eichler's Cove swim hours were reduced by 1one hour per day. We would like to replace this reduction in services. We have also added the Swim instructors from the Day Camp Program account for a total of $13,314.

WATERFRONT STAFF						
1 Waterfront Director 40 hrs. X $17 /hr. x 16 wks.						$ 10,880.00
1 Assistant Waterfront Director 40 hrs X $15/hr. x 16wks						$ 9,600.00
4 Senior Lifeguards 40 hrs. X $12.35/hr. x 14 wks.						$ 27,664.00
Total hours of pool and beach operation is 1,592 hours (each).						$ 25,396.50
the pool and beach: payrange for Red Cross Cert. guards is $9.00 - $11.00						
Training sessions:						
50 Guards @ their pay rate per session x 10 sessions						$ 5,000.00
5 WSI's - ($13./hr. x 14hrs. X 6 wks.						$ 5,460.00
11 WSA's - ($8.50/hr.x 14 hrs. x.6 wks.)						$ 7,854.00
Fall and Winter NHS pool:						
31 guard hours per week X $9.25 hr. x 34 wks.						$ 9,749.50
				Grand total		$ 101,604.00
Note:						

DEPARTMENT: PARKS & RECREATION

Rangers & Gate Attendants:.

PARK RANGERS				
5 rangers 40 hrs./wk. x $11.00/hr. x 18 wks.				39,600
	scale: $10/10.50 $10.75/11.00 per hour			
2 rangers 30 hrs./wk. x $11/hr. x 14 weeks				9,240
GATE ATTENDANTS				
Treadwell				
65 hrs./wk. x $8.25/hr. x 13 wks.				6,970
Lake Lillinonah Gate Attendants				
3 days per week @ 10.00/hr. 8 hrs a day 15 wks.				3,600
		Grand Total		59,410

Part Time Staff**:**

PART-TIME STAFF:					
Teen Center Supervisors					
10 hrs. X $15./hr. x 52 wks.					7,800
10 hrs. X $15./hr. x 52 wks.					7,800
Teen Programs Specialist					
5 hrs. X $15./hr x 52 wks					3,900
Part time Office Help					
9.00 per hour hours vary… approximately 266 hours					2,400
			Grand Total		21,900

DEPARTMENT: PARKS & RECREATION

Medical Benefits / Social Security / Life Insurance / Pension / Long Term Disability**:** Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Social Security (FICA) – this amount reflects the employer's share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract

Recreation Supplies: This line item reflects a $350 increase for supplies that will support the new Pickle ball program at the Newtown Youth Academy.

Summer Program		
	Site Director's Petty Cash	$900
	Arts & Crafts Supplies	$3,800
	Equipment and Supplies	$1,650
	First Aid Supplies	$1,650
Recreation supplies for other Programs		$1,650
New Pickle ball Program		$350
	Total:	$10,000

DEPARTMENT: PARKS & RECREATION

Signs: As in the past, the need for additional signage at all of our locations is becoming increasingly necessary. The police department have told us they cannot take action unless signs are clearly posted stating rules, times, etc. Also, signs have a habit of disappearing or getting vandalized and must be replaced. Signs for our A-Frame advertising, Rooster Race, Turkey Shoot, Breakfast with Santa, Summer Concerts, Dog Events, etc. have helped with our rising enrollment in our programs and advertising to those who do not have children in the school system.

Education & Training: Education and training consist of the following:

STAFF TRAINING			
CPR and First Aid training for waterfront staff and park staff		$	600
Misc. for maintainers to attend job related classes as offered		$	1,000
Pool Operator's Certification Course/Irrigation Technician Course		$	600
CDL Certifications and or upgrades		$	2,500
PROFESSIONAL DUES			
Director:	National Rec. and Parks Assoc.	$	160
	CT Rec. and Parks Assoc.	$	75
	CT Parks Assoc.	$	35
Asst. Director Parks:	CT Parks Assoc.	$	35
	National Rec. and Parks Assoc.	$	160
	CT Rec. and Parks Assoc.	$	75
	Sports Turf Management Assoc.	$	110
Asst. Director of Recreation:			
	National Rec. and Parks Assoc.	$	160
	CT Rec. and Parks Assoc.	$	75
SUBSCRIPTIONS;			
	Newtown Bee, Rec. Mgt., Parks & Ground Mgt.	$	90
CONFERENCES, SEMINARS, MEETINGS			
CRPA State Conference (Director, Asst. Director/Parks, Asst. Dir. Rec		$	890
New England Training Institute		$	360
CT Rec. and Parks Assoc. Quarterly Mtgs.		$	240
CT Parks Assoc. monthly mtgs.		$	240
NRPA Annual Seminars		$	2,500
Director's Expense		$	220
New England Regional Athletic & Sports Conference for Asst. Dir/parks & Operations Supervisor		$	850
	TOTAL	$	10,975

DEPARTMENT: PARKS & RECREATION

Pool Expenses: Major Annual Expenses:

Chemicals- Liquid and Granular	$20,000
Probe replacement	$800
Pool Shut Down and Opening	$3,600
Water	$1,000

Pump repairs and or replacements, filter baskets, hoses, valves, Chlorine injector line and injector pump rebuild kits. $6,000

Safety Clothes & Allowance: Safety clothes and allowance consist of the following:

SAFETY AND CLOTHING:	
Union mandated clothing allowance for Parks & Fields Operations Supervisors and maintainers	$ 5,500.00
Clothing allowance-replacement of damaged clothing	$ 250.00
Clothing allowance for Assistant Director/Parks	$ 500.00
Safety Equipment (union mandated)	$ 3,500.00
Summer Program Staff Shirts	$ 2,400.00
Lifeguard Bathing Suits	$ 1,000.00
Staff shirts for Park Rangers	$ 300.00
Total:	$ 12,650.00

DEPARTMENT: PARKS & RECREATION

General Maintenance: We have not added an approximate 5% overall increase in the last three budget cycles. Due to increased costs of supplies however we have reached a point that without an increase we will have a reduction in services. We have added that increase this year.

Paint and stain for buildings, tables, fences, etc	$ 4,585.00
Lumber	$ 3,200.00
Vandalism repairs	$ 3,000.00
Hand soap, disinfectants, paper products, etc.	$ 3,700.00
Locks and chains	$ 600.00
Replacement Barbeques	$ 800.00
Bases, home plates, etc.	$ 600.00
Cement	$ 1,300.00
Tennis and basketball nets	$ 550.00
Misc. hand tools, nuts, bolts, litter bags, etc.	$ 1,200.00
Replacement flags	$ 250.00
Playground maintenance and repairs	$ 2,000.00
Replacement wood chips for playgrounds	$ 2,500.00
Teen Center Maintenance	$ 2,000.00
Maintenance and repairs for pool facilities	$ 3,000.00
Repair recreation equipment, purchase batteries, camera equipment and DVR's etc.	$ 2,000.00
Osha Compliance Projects	$ 2,000.00
Total:	$ 33,285.00

DEPARTMENT: PARKS & RECREATION

Grounds Maintenance: In the past four budget season we did not add an increase. This year's budget is a 5% increase to cover rising costs of supplies needed for field maintenance. The cost of fertilizer has increased 18%. The cost of paint has gone up 15-20%.

In addition to the maintenance of Dickinson and Treadwell Parks, Orchard Hill Nature Center, Lake Lillinonah Park and Eichler's Cove, we are responsible for the maintenance of 40+ athletic fields, school fields and other Town Parcels. Also, sports are playing two/three seasons per year (in some cases four seasons). We also line the field at Fairfield Hills for delineated parking. All the above increases the need for paint, etc.

Newly added grounds to add to maintenance needs: Skatepark, Victory Garden, FFhills trails, and soon on line is the Park and Bark Dog Park.

The following are examples and estimates of major items for this account:

$25,400	Marking paint and lime
$9,400	Top Soil
$12,650	Clay/baseball MVP
$9,200	Grass, seed, fertilizer
$3,000	Weed control
$800	Sand
$4,500	90' Field at FFHills

Board of Education required maintenance on eight back fields:

$480	Annual Soil testing
$11,000	Top Dressing/Top Soil
$7,250	Seed
$4,050	Clay
$8,220	Paint
$2,400	Annual purchase of three sets of replacement tires for deep tine aerator

DEPARTMENT: PARKS & RECREATION

Trail Maintenance: Increase due to $1,000 for the purchase of the Dog dispenser bags at trails on Fairfield Hills.

The need to increase this account is rising as we are growing our relationship with the Land Use Agency for a cooperative effort on expanding our trails along with collaborating with the Newtown Trail Committee.

As Newtown's inventory of open space continues to grow, the implementation of a care and maintenance program and the associated costs associated with such a program will need to be addressed in future budgets. Rob Sibley, Land Use Agency Deputy Director of Conservation, has indicated that a maintenance program would require staffing and equipment to inspect, monitor and complete maintenance of town-owned parcels.

While it has been suggested that responsibility for the maintenance of open space should perhaps become the responsibility of Newtown Parks & Recreation, much more information regarding the current inventory of open space, the development of an appropriate maintenance program, and the estimated costs to maintain the program must be studied before any future budget request is submitted for consideration within the Parks and Recreation Budget.

We would recommend that the funding of open space maintenance program be considered by the Board of Selectmen in conjunction with the Town budget for 2013-2014.

See letter below from Newtown Conservation Commission, Mary Gaudet-Wilson, Chair.

Our recommendation at the CIP meetings was:

Newtown Conservation Commission is pleased to provide recommendations for the 2013 budget year for needed maintenance/improvements to be completed for selected open space properties in Newtown. These recommendations are based on work and inspections by the Commission, studies and reports conducted by Yale School of Forestry and Environmental Studies graduate students, Newtown Trails Working Group recommendations, and property inspections conducted with the Commission by State of Connecticut Foresters. In making these recommendations, the Conservation Commission has selected those projects that were rated as highest priority for the Pole Bridge Preserve and for Al's Trail, two landmark open space properties. Should there be a need to see the recommendations from the experts, they are available in the Conservation Commission files in Land Use offices.

DEPARTMENT: PARKS & RECREATION

In recent past years, open space maintenance has been provided on an as available basis by Parks and Recreation personnel. In order to provide some planning basis, we have tried to assemble the following project list with a rough estimate of possible manpower needs. However, given the success of recent contractor use for removal of barberry at Fairfield Hills, an alternative strategy to complete these projects could be to insert contractor funding in the Land Use or Parks and Recreation budget(s).

In addition to the maintenance suggestions for Pole Bridge and Al's Trail, there is a need for certain capital improvements to make other open space parcels more available to Newtown's citizens. These are noted in the list below.

The Commission looks forward to working with Parks and Recreation and Land Use staff and the Board of Selectmen in incorporating the recommendations. Should there be any questions regarding these comments please contact any of the commissioners or Rob Sibley.

Budget Recommendations for 2013 Open Space Care and Custody

Pole Bridge Preserve

- Barberry/invasive species removal in the Pole Bridge meadow – two weeks' worth of personnel-hours plus equipment for mowing/ treating Barberry and other invasive.
- Purchase of hand-driven brush hog type device for development/ maintenance of trails at Pole Bridge and other locations. Most trail construction to be completed by volunteers under the Trails group.
- Four to six car parking lot at Pole Bridge Road – Estimate of $3,000 engineering and $27,000 project and modest improvements to access road based on work for Halfway River access.

DEPARTMENT: PARKS & RECREATION

Al's Trail

- Walk Al's Trail with staff and Commissioner(s) to mow, control invasive species and remove any safety hazards as needed – Three walks (with needed maintenance of one week's worth of personnel-hours each) plus equipment such as brush hog type device noted above.

- Pedestrian bridge crossing Deep Brook at the confluence with the Pootatuck – Estimate of $10,000.

Other Properties

- Design/develop construction estimate for a pedestrian/maintenance bridge over Pond Brook for access to Pond Brook Preserve with three car parking area - $3,000.

- Respond as needed on other properties for safety or recreational needs – two weeks' worth of personnel-hours.

DEPARTMENT: PARKS & RECREATION

Contractual Services: Contractual services consist of the following:

Tick Control for Dickinson & Treadwell (spraying and bait boxes)	$ 5,500.00	& new Fairfield Hills 90' field (no increase)	$ 3,600.00
Beautification of Parks	$ 5,500.00	State Mandated Quarterly water tests at Parks and Potable Water	$ 1,200.00
Dumpsters for Dickinson, Treadwell & Skate Park	$ 5,000.00	Alternate Annual Tennis Court repairs between Treadwell & Dickinson	$ 3,500.00
Septic Cleaning at Parks	$ 2,471.00	Vandalism Repairs	$ 8,000.00
BMI required licensing for concerts and performers	$ 305.00	Fencing Repairs	$ 8,000.00
Security Gurad for Teen Center	$ 4,560.00	Alternate Annual Basketball Court repairs Treadwell & Dickinson	$ 1,750.00
Treadwell - 4 applications of fungicide	$ 8,500.00	Curbing and crack repairs at park facilities	$ 9,000.00
Winterize and Spring opening of Pool	$ 2,000.00	Newtown Village Cemetery mowing per Pat Llodra	$ 3,650.00
Cleaning Service- Treadwell Pool Building and Teen Center	$ 14,000.00	Contract mowing of small areas & FFHills snow removal	$ 16,900.00
Service Contract for Pool Controller (Chemical & Pool H2O controls)	$ 1,600.00	sub total	$ 124,900.00
Service contract ASCAP dues for musical performances	$ 364.00	***Board of Education Maintenance***	
Annual Contract-alarm system Treadwell	$ 400.00	Lawn Maintenance Contract for Schools & fairfield Hills new in 10-11	$ 104,600.00
Contracted emergency repairs: i.e., roofs, well pumps, etc.	$ 6,000.00	sod for High school fields as needed	$ 8,000.00
sub total	$ 69,300.00	4 Applications of fungicide for fields	$ 6,000.00
		Spraying of pesticides (grub conrol, fugus control and weed control	$ 17,500.00
		Fertilization of back fields at High School	$ 19,000.00
		education total	$ 155,100.00
			$ 280,000.00

DEPARTMENT: PARKS & RECREATION

Capital: **Capital consists of the following**:

-	**Capital Equipment**	Proposed Budget	Removed/ Reduction	Revised Budget	Description
1	*Toro 5910 Lease*	$19,500.00		$19,500.00	Annual lease payment for 16 foot mower.
2	*Replacement Utility Vehicles (2)**	$24,000.00	$12,000.00	$12,000.00	***4th Request*** - replacing 12 & 13 yr old units - (maintenance at Eichler's & town parks).
3	*Small Walk-behind Aerator*	$24,000.00		$24,000.00	***4th Request*** - Aerator for areas too small for full-size aerator (fields & building surrounds). Renting now but not cost effective.
4	*Replace 52" Z-Mowers*	$33,500.00	$33,500.00	$0.00	***3rd Request - price increased by $7,000 vs. last year***. Replaces last aging z mower - new unit will be diesel powered to provide greater durability and longer service life.
5	*Field Sod Stripper*	$40,000.00		$40,000.00	***3rd Request -*** used to define and prep areas for sod. Currently contracted out but cheaper to own given increasingly frequent use.
6	*Replace 2003 Chevrolet 2500 Pickup*	$72,000.00	$72,000.00	$0.00	HD 1.5 ton 4-wheel drive truck with trailer/tow/plow package to replace deteriorating, unreliable truck - oldest in fleet (Cab/chassis $48K, Body $14K, Plow $7K, Misc $3K - total $72K)
7	*Cut off Saw/Weed Eaters/Back Pack Blowers*	$3,000.00		$3,000.00	Replacements for old units beyond repair (daily-use equipment)
8	*Replace 3020 Infield Pro*	$24,500.00	$24,500.00	$0.00	Replace 1st of 3 aging grooming machines used daily to groom baseball/softball fields. 1999 unit is on 2nd engine and 3500+ hrs.
9	*Toro Dingo or Similar Trencher*	$35,000.00	$35,000.00	$0.00	Needed trencher and post hole auger system. Unit would expedite conduit and post installs. Compact unit for working in tight spaces.
10	*Verti Cut Attachment - Versa Vac Leaf Loader*	$8,500.00	$8,500.00	$0.00	Attachment to leaf vacuum - used in seasonal thatching/clean-up.
11	*Snow Pusher*	$7,500.00	$7,500.00	$0.00	Attachment to skid steer or loader; provides for quicker snow plowing & stacking.
12	*Water Skid Tank*	$8,000.00	$8,000.00	$0.00	Portable tank used for watering, washing, irrigation & concrete
	Total	**$299,500.00**	**$201,000.00**	**$98,500.00**	

***Recommending purchase of only one replacement vehicle in 2013-2014 budget.**

DEPARTMENT: PARKS & RECREATION

Capital **(continued):**

-	Capital Projects	Proposed Budget	Removed/ Reduction	Revised Budget	Description
1	*Treadwell Sidewalk Installation Phase 2*	$30,000.00		$30,000.00	Install paved sidewalk to provide safe walking access from parking lot to pool, playground and pavilion areas at Treadwell park.
2	*Treadwell Pavers & Tennis Retaining Wall*	$38,000.00		$38,000.00	1) Install pavers between pool, playground and pavilion to connect to sidewalk and 2) install retaining wall to stabilize tennis courts.
3	*Irrigation Central Control System*	$60,000.00	$30,000.00	$30,000.00	Modernize and consolidate various irrigation systems to yield 25-30% savings in water use as well as manpower and energy use.
4	*Pocket Park Study*	$30,000.00	$30,000.00	$0.00	Study to access needs, location & equipment for possible pocket parks in Newtown (particularly Hawleyville & Dodgingtown areas).
5	*Cochrane House Softball Field*	$65,000.00	$65,000.00	$0.00	Build field as depicted in FFH master plan to satisfy most urgent need of youth baseball/softball through repurposing of other fields.
6	*Park Gates (four required)*	$44,000.00	$44,000.00	$0.00	New/replacement gates at Oakview, Dickinson, Orchard Hill, and Lake Lillinoah - to match new standard gate design used elsewhere.
7	*Watertown Field 2 Renovation*	$30,000.00	$30,000.00	$0.00	Renovate second of three youth fields at FFH Watertown location.
	Playground Equipment at Eichlers Cove	$25,000.00	$25,000.00	$0.00	Install playground feature consistent with Eichlers Plan of Development.
	Treadwell Playground & Pavilion	$200,000.00	$200,000.00	$0.00	Schedule playground replacement and enhancements to pavilions.
	Skatepark Maintenance & Expansion	$60,000.00	$60,000.00	$0.00	Routine maintenance expense and installation of new quarter pipe feature.
	Total	**$582,000.00**	**$484,000.00**	**$98,000.00**	
	GRAND TOTAL	$881,500.00	$685,000.00	$196,500.00	

DEPARTMENT: PARKS & RECREATION

PARKS & RECREATION - MEASURES & INDICATORS						
(Calendar Year)						
	Actual	Actual	Actual	Actual	Est.	
Measure/Indicator	2007	2008	2009	2010	2011	
# of Customers:						
Eichler's Cove Beach		210	2,369	3,419	3,482	
Treadwell Pool	8,075	14,573	18,791	29,089	25,744	
# of Participants:						
Adaptive Recreation	4	36	39	36	60	
Programs & Special Events	16,077	23,846	28,762	39,883	36,560	

DEPARTMENT: LIBRARY

MISSION/DESCRIPTION

The Cyrenius H. Booth Library supports an informed community, lifelong learning, and the love of reading by promoting access for all town residents to the universe of ideas and information. Our vision is to become the best regional source for satisfying the community's information needs by offering professional assistance in discovering authoritative resources, good leisure reading, and local history Web site: http://chboothlibrary.org/

BUDGET HIGHLIGHTS

The budget for the library contribution, for fiscal year 2013-2014 is increased by $65,338 or 6.2%.

In the Library operating budget grant revenue, operating income, and investment income are all projected to be lower for the 2013-2014 fiscal year.

Personnel expenses are projected to be $13,223 higher in 2013-2014, a 1.41% increase.

Library Operations expenses are increased due to needed technology upgrades, database-related expenses, and the purchase of eBook subscriptions.

Regarding the library's internal operating 2013-2014 budget (see next page):

LIBRARY BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
LIBRARY	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
LIBRARY CONTRIBUTION	1,011,562	1,043,669	1,052,813	1,052,813	1,052,813	1,118,428	1,118,428	1,118,428	1,118,428	65,615	6.2%
LIFE INSURANCE	-	558	569	569	569	558	558	558	558	(11)	-2.0%
PENSION	-	3,152	3,110	3,110	3,110	2,730	2,730	2,730	2,730	(380)	-12.2%
LONG TERM DISABILITY	-	1,166	1,366	1,366	1,366	1,480	1,480	1,480	1,480	114	8.3%
	1,011,562	1,048,545	1,057,858	1,057,858	1,057,858	1,123,196	1,123,196	1,123,196	1,123,196	65,338	6.2%

DEPARTMENT: LIBRARY

ACCOUNT DETAIL

Library Contribution: The Town of Newtown funds the library's operating and capital budget after the application of grants, fees, fund raising and investment income. The following is the library's internal budget for 2013-2014:

CYRENIUS H. BOOTH LIBRARY

PROPOSED BUDGET FOR YEAR 2013/2014

		Budget 12/13	Proposed Budget 13/14	Difference	% Change	Actual 11/12	Proposed Budget 13/14	Difference	% Change
	INCOME								
	GRANTS								
(1)	State of Connecticut	$ 5,000.00	$ 3,000.00	$ (2,000.00)	-40.00%	$ 3,244.00	$ 3,000.00	$ (244.00)	-7.52%
(2)	Town of Newtown	$ 1,052,813.00	$ 1,118,428.00	$ 65,615.00	6.23%	$ 1,043,669.00	$ 1,118,428.00	$ 74,759.00	7.16%
(3)	Other Grants	$ 10,000.00	$ 7,500.00	$ (2,500.00)	-25.00%	$ 5,000.00	$ 7,500.00	$ 2,500.00	50.00%
(4)	Total Grants	$ 1,067,813.00	$ 1,128,928.00	$ 61,115.00	5.72%	$ 1,051,913.00	$ 1,128,928.00	$ 77,015.00	7.32%
	OPERATIONS								
(5)	Fines & Misc. Sales	$ 42,000.00	$ 30,000.00	$ (12,000.00)	-28.57%	$ 23,376.04	$ 30,000.00	$ 6,623.96	28.34%
(6)	Photocopy Revenue	$ 7,000.00	$ 6,000.00	$ (1,000.00)	-14.29%	$ 5,094.79	$ 6,000.00	$ 905.21	17.77%
(7)	Other Operating	$ 3,500.00	$ 3,500.00	$ -	0.00%	$ 3,033.31	$ 3,500.00	$ 466.69	15.39%
(8)	Total Operations	$ 52,500.00	$ 39,500.00	$ (13,000.00)	-24.76%	$ 31,504.14	$ 39,500.00	$ 7,995.86	25.38%
	FUND RAISING								
(9)	Annual Fund Drive	$ 27,000.00	$ 32,000.00	$ 5,000.00	18.52%	$ 30,385.99	$ 32,000.00	$ 1,614.01	5.31%
(10)	Bequests/gifts	$ 20,000.00	$ 15,000.00	$ (5,000.00)	-25.00%	$ 13,542.89	$ 15,000.00	$ 1,457.11	10.76%
(11)	Fund Raising Other	$ 34,500.00	$ 36,000.00	$ 1,500.00	4.35%	$ 32,671.36	$ 36,000.00	$ 3,328.64	10.19%
(12)	Total Fund Raising	$ 81,500.00	$ 83,000.00	$ 1,500.00	1.84%	$ 76,600.24	$ 83,000.00	$ 6,399.76	8.35%
	INVESTMENT INCOME								
(13)	Knotts Estate	$ 11,600.00	$ 11,500.00	$ (100.00)	-0.86%	$ 16,208.52	$ 11,500.00	$ (4,708.52)	-29.05%
(14)	Hawley Trust	$ 50,500.00	$ 50,500.00	$ -	0.00%	$ 50,400.72	$ 50,500.00	$ 99.28	0.20%
(15)	Restricted Funds	$ 2,500.00	$ 1,500.00	$ (1,000.00)	-40.00%	$ -	$ 1,500.00	$ 1,500.00	na
(16)	Total Investment Income	$ 64,600.00	$ 63,500.00	$ (1,100.00)	-1.70%	$ 66,609.24	$ 63,500.00	$ (3,109.24)	-4.67%
(17)	INCOME SUBTOTAL	$ 1,266,413.00	$ 1,314,928.00	$ 48,515.00	3.83%	$ 1,226,626.62	$ 1,314,928.00	$ 88,301.38	7.20%
	TRANSFERS								
(18)	*Capital Reserve	$ 13,000.00	$ -	$ (13,000.00)	-100.00%	$ 44,597.00	$ -	$ (44,597.00)	-100.00%
(19)	INCOME TOTAL	$ 1,279,413.00	$ 1,314,928.00	$ 35,515.00	2.78%	$ 1,271,223.62	$ 1,314,928.00	$ 43,704.38	3.44%

DEPARTMENT: LIBRARY

		Budget 12/13	Proposed Budget 13/14	Difference	% Change	Actual 11/12	Proposed Budget 13/14	Difference	% Change
	EXPENSES								
	PERSONNEL								
(20)	Salaries	$ 722,577.00	$ 734,861.00	$ 12,284.00	1.70%	$ 711,642.32	$ 734,861.00	$ 23,218.68	3.26%
(21)	Benefits	$ 160,000.00	$ 160,000.00	$ -	0.00%	$ 153,538.17	$ 160,000.00	$ 6,461.83	4.21%
(22)	Social Security	$ 55,278.00	$ 56,217.00	$ 939.00	1.70%	$ 52,656.77	$ 56,217.00	$ 3,560.23	6.76%
(23)	Total Personnel	$ 937,855.00	$ 951,078.00	$ 13,223.00	1.41%	$ 917,837.26	$ 951,078.00	$ 33,240.74	3.62%
	LIBRARY OPERATIONS								
(24)	Maintenance	$ 1,500.00	$ 1,500.00	$ -	0.00%	$ 1,781.25	$ 1,500.00	$ (281.25)	-15.79%
(25)	Equipment	$ 4,000.00	$ 2,000.00	$ (2,000.00)	-50.00%	$ 988.32	$ 2,000.00	$ 1,011.68	102.36%
(26)	Contractual Services	$ 32,000.00	$ 34,000.00	$ 2,000.00	6.25%	$ 42,740.44	$ 34,000.00	$ (8,740.44)	-20.45%
	AV/Software								
(27)	Adult Dept.	$ 4,500.00	$ 4,500.00	$ -	0.00%	$ 3,819.10	$ 4,500.00	$ 680.90	17.83%
(28)	Juv. Dept.	$ 700.00	$ 1,500.00	$ 800.00	114.29%	$ 450.85	$ 1,500.00	$ 1,049.15	232.70%
(29)	Ref. Dept.	$ 500.00	$ 500.00	$ -	0.00%	$ 192.57	$ 500.00	$ 307.43	159.65%
(30)	YA Dept.	$ 500.00	$ 1,850.00	$ 1,350.00	270.00%	$ 105.99	$ 1,850.00	$ 1,744.01	1645.45%
(31)	Total A/V Software	$ 6,200.00	$ 8,350.00	$ 2,150.00	34.68%	$ 4,568.51	$ 8,350.00	$ 3,781.49	82.77%
(32)	Bibliomation	$ 47,000.00	$ 45,018.00	$ (1,982.00)	-4.22%	$ 45,834.54	$ 45,018.00	$ (816.54)	-1.78%
(33)	Binding/misc.	$ 500.00	$ 250.00	$ (250.00)	-50.00%	$ -	$ 250.00	$ 250.00	
	Books								
(34)	Adult Dept.	$ 16,000.00	$ 17,500.00	$ 1,500.00	9.38%	$ 3,939.75	$ 17,500.00	$ 13,560.25	344.19%
(35)	Juv. Dept.	$ 14,000.00	$ 14,000.00	$ -	0.00%	$ 3,335.96	$ 14,000.00	$ 10,664.04	319.67%
(36)	Ref. Dept.	$ 16,000.00	$ 17,500.00	$ 1,500.00	9.38%	$ 2,739.89	$ 17,500.00	$ 14,760.11	538.71%
(37)	YA Dept.	$ 6,000.00	$ 6,000.00	$ -	0.00%	$ 1,627.24	$ 6,000.00	$ 4,372.76	268.72%
(38)	eBooks	$ -	$ 5,000.00	$ 5,000.00	na	$ -	$ 5,000.00	$ 5,000.00	na
(39)	Total Books	$ 52,000.00	$ 60,000.00	$ 8,000.00	15.38%	$ 11,642.84	$ 60,000.00	$ 48,357.16	415.34%
	Books-special funds								
(40)	Brush	$ 450.00	$ 450.00	$ -	0.00%	$ 692.82	$ 450.00	$ (242.82)	-35.05%
(41)	Smith	$ 340.00	$ 340.00	$ -	0.00%	$ 334.80	$ 340.00	$ 5.20	1.55%
(42)	Landau	$ 292.00	$ 292.00	$ -	0.00%	$ -	$ 292.00	$ 292.00	na
(43)	Total Books-spec. funds	$ 1,082.00	$ 1,082.00	$ -	0.00%	$ 1,027.62	$ 1,082.00	$ 54.38	5.29%

DEPARTMENT: LIBRARY

EXPENSES CONTINUED

	Databases									
(44)	Juv. Dept	$ 1,676.00	$ 3,400.00	$ 1,724.00	102.86%	$ 1,691.00	$ 3,400.00	$ 1,709.00	101.06%
(45)	Ref. Dept.	$ 6,000.00	$ 13,000.00	$ 7,000.00	116.67%	$ 4,922.50	$ 13,000.00	$ 8,077.50	164.09%
(46)	Databases-Other	$ 1,200.00	$ 850.00	$ (350.00)	-29.17%	$ -	$ 850.00	$ 850.00	na
(47)	Total Databases	$ 8,876.00	$ 17,250.00	$ 8,374.00	94.34%	$ 6,613.50	$ 17,250.00	$ 10,636.50	160.83%
(48)	Memberships	$ 2,500.00	$ 2,500.00	$ -	0.00%	$ 1,844.00	$ 2,500.00	$ 656.00	35.57%
(49)	Other Grants	$ -	$ 7,500.00	$ 7,500.00	na	$ -	$ 7,500.00	$ 7,500.00	
(50)	Periodicals	$ 4,000.00	$ 4,000.00	$ -	0.00%	$ 4,559.95	$ 4,000.00	$ (559.95)	-12.28%
	Programs								
(51)	Adult Dept.	$ 3,000.00	$ 3,000.00	$ -	0.00%	$ 4,653.34	$ 3,000.00	$ (1,653.34)	-35.53%
(52)	Juv. Dept.	$ 3,500.00	$ 2,700.00	$ (800.00)	-22.86%	$ 3,233.42	$ 2,700.00	$ (533.42)	-16.50%
(53)	YA Dept.	$ 2,500.00	$ 2,500.00	$ -	0.00%	$ 2,456.85	$ 2,500.00	$ 43.15	1.76%
(54)	Total Programs	$ 9,000.00	$ 8,200.00	$ (800.00)	-8.89%	$ 10,343.61	$ 8,200.00	$ (2,143.61)	-20.72%
(55)	Professional Development	$ 2,000.00	$ 1,500.00	$ (500.00)	-25.00%	$ 1,335.41	$ 1,500.00	$ 164.59	12.33%
(56)	Technology	$ -	$ 20,000.00	$ 20,000.00	na	$ -	$ 20,000.00	$ 20,000.00	
(57)	Total Library Operations	$ 170,658.00	$ 205,650.00	$ 34,992.00	20.50%	$ 133,279.99	$ 205,650.00	$ 72,370.01	54.30%
	OCCUPANCY								
(58)	Supplies	$ 3,500.00	$ 3,500.00	$ -	0.00%	$ 3,795.94	$ 3,500.00	$ (295.94)	-7.80%
(59)	Contractual Services	$ 37,000.00	$ 34,000.00	$ (3,000.00)	-8.11%	$ 28,559.37	$ 34,000.00	$ 5,440.63	19.05%
(60)	Electricity	$ 60,000.00	$ 60,000.00	$ -	0.00%	$ 55,690.31	$ 60,000.00	$ 4,309.69	7.74%
(61)	Heat	$ 12,000.00	$ 12,000.00	$ -	0.00%	$ 11,139.20	$ 12,000.00	$ 860.80	7.73%
(62)	Maintenance	$ 2,500.00	$ 2,000.00	$ (500.00)	-20.00%	$ 1,650.00	$ 2,000.00	$ 350.00	21.21%
(63)	Telephone	$ 5,000.00	$ 5,400.00	$ 400.00	8.00%	$ 5,259.77	$ 5,400.00	$ 140.23	2.67%
(64)	Water	$ 1,200.00	$ 1,600.00	$ 400.00	33.33%	$ 1,615.11	$ 1,600.00	$ (15.11)	-0.94%
(65)	Total Occupancy	$ 121,200.00	$ 118,500.00	$ (2,700.00)	-2.23%	$ 107,709.70	$ 118,500.00	$ 10,790.30	10.02%
	ADMINISTRATION								
(66)	Committees	$ 200.00	$ 200.00	$ -	0.00%	$ -	$ 200.00	$ 200.00	na
(67)	Fund Raising	$ 17,000.00	$ 20,000.00	$ 3,000.00	17.65%	$ 17,502.15	$ 20,000.00	$ 2,497.85	14.27%
(68)	Postage/petty cash	$ 2,500.00	$ 2,500.00	$ -	0.00%	$ 1,811.95	$ 2,500.00	$ 688.05	37.97%
(69)	Professional Service-audit	$ 7,500.00	$ 7,500.00	$ -	0.00%	$ 7,500.00	$ 7,500.00	$ -	0.00%
(70)	Supplies	$ 8,500.00	$ 8,500.00	$ -	0.00%	$ 8,895.90	$ 8,500.00	$ (395.90)	-4.45%
(71)	Working contingency	$ 1,000.00	$ 1,000.00	$ -	0.00%	$ 709.49	$ 1,000.00	$ 290.51	40.95%
(72)	Total Administration	$ 36,700.00	$ 39,700.00	$ 3,000.00	8.17%	$ 36,419.49	$ 39,700.00	$ 3,280.51	9.01%
(73)	EXPENSE TOTAL	$ 1,266,413.00	$ 1,314,928.00	$ 48,515.00	3.83%	$ 1,195,246.44	$ 1,314,928.00	$ 119,681.56	10.01%
	CAPITAL RESERVE								
(74)	Capital Reserve	$ 13,000.00	$ -	$ (13,000.00)	-100.00%	$ 44,597.00	$ -	$ (44,597.00)	-100.00%
(75)	EXPENSE TOTAL	$ 1,279,413.00	$ 1,314,928.00	$ 35,515.00	2.78%	$ 1,239,843.44	$ 1,314,928.00	$ 75,084.56	6.06%

DEPARTMENT: LIBRARY

A/V Software: Juvenile Department has reduced its programs budget in order to increase the AV budget. More audio books are needed to accommodate vision impaired and struggling readers requiring auditory options. YA Department needs to add to their small collection due to a strong demand for audio books.

Books: After several years of inadequate funding, our collection has deficiencies and gaps. If we are not able to order new books when they are released, patrons leave without the items they are searching for and can result in reduced circulation statistics. The budget should reflect a realistic figure that will allow us to keep up with trends and patron demands.

Capital Reserve: The library's capital reserve funds will be completely depleted by 2013-2014 fiscal year.

Databases: Juvenile Department- This increase reflects the cost to reinstate a long standing database, Grolier Online (A K-12 remote access reference tool which includes general reference, science, animals, states and country information). Reference Department-This amount is a true reflection of the cost of our current databases, which have become an increasingly important part of our services. We assess patron needs and anticipated usage before selecting or replacing databases.

Fund Raising: Board of Trustees continues to increase fund raising efforts. This will incur an increase in fund raising expenses.

Life Insurance / Pension / Long Term Disability: Life Insurance – this amount reflects the cost of the life insurance benefit. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 296 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit.

Technology: This new line item is necessary to reinstate technology funding in the library's budget. It will be used to maintain and replace aging equipment on a regular schedule and allow for future-needs planning rather than reactionary response to equipment failure. This critical need supports not only the functioning of the library but directly supports the technology needs of the Newtown community.

Water: This amount includes charges for water usage as well as the sprinkler system.

DEPARTMENT: LIBRARY

Life Insurance / Pension / Long Term Disability: Life Insurance – this amount reflects the cost of the life insurance benefit. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit.

LIBRARY - MEASURES & INDICATORS					
(Fiscal Year)					
	Actual	Actual	Actual	Actual	Actual
Measure/Indicator	2008	2009	2010	2011	2012
# of Books Circulated	261,435	273,380	276,667	287,991	*258,842
# of Patron Visits Per Day	498	571	573	576	583
# of Public Service Hours	3,086	3,086	3,086	3,086	3,086
Book Collection Count	101,836	105,592	102,983	104,488	108,441
# Registered Borrowers	19,627	20,116	21,059	21,743	**20,820
# of Internet Sessions †	20,330	22,731	20,248	21,822	20,756
*Hurricane Irene and Storm Alfred affected circulation					
**Records purged for expired patrons with no fines due					
†Does not include statistics for wireless users					

DEPARTMENT: NEWTOWN PARADE COMMITTEE

MISSION/DESCRIPTION

Newtown Labor Day Parade Inc is a not for profit organization established in 1973 as Newtown Summer Festival Inc, the name changed in May, 2002 .

The Mission of the corporation is to organize a street parade annually on Labor Day drawing participants from throughout the State but primarily from volunteer groups; schools and churches in Newtown supplemented by commercial groups with interests in the Town.

The focus is primarily to feature the young people of the Town and to entertain local residents in the spirit of the original Corporation's concept of a 'fun summer festival'.

Web site: http://newtownctlabordayparade.org/

BUDGET HIGHLIGHTS

The amount requested is for the cost of insuring the parade event. Typically the amount requested has been around 1,400. The amount in 2011-2012 was significantly more because of the extra expenses due to it being the 50th anniversary of the parade. The amount requested is an estimate. Any amount not spent on insurance is turned back to the Town.

NEWTOWN PARADE COMMITTEE BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
NEWTOWN PARADE COMMITTEE	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
NEWTOWN PARADE COMMITTEE	961	6,229	1,500	1,500	932	1,500	1,500	1,500	1,500	-	0.0%

DEPARTMENT: NEWTOWN CULTURAL ARTS COMMISSION

MISSION/DESCRIPTION

The purpose of the Newtown Cultural Arts Commission shall be to stimulate, facilitate, coordinate, and cooperate with existing organizations for the development of the arts. It shall serve as an information center and focal point in the community for activities in the arts.

Web site: http://www.newtownartscommission.org/

BUDGET HIGHLIGHTS

In 2008-2009 the first appropriation ($2,000) was approved to help the new commission with its administrative expenses. In the same fiscal year an additional $10,000 was approved to help fund the Connecticut Film Festival. Since that first year annual budget amounts have been level at $2,000. This year $5,000 is requested to help fund the Newtown Arts Festival, a NCAC event with over 5,000 in attendance.

NEWTOWN CULTURAL ARTS COMMISSION BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
NEWTOWN CULTURAL ARTS COMM	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
NEWTOWN CULTURAL ARTS COMM	2,000	2,000	2,000	2,000	2,000	5,000	5,000	5,000	5,000	3,000	150.0%

DEPARTMENT: NEWTOWN CULTURAL ARTS COMMISSION

PERFORMANCE						
(Fiscal Year)						
		Actual				
Measure/Indicator		2011				
Number of Performances		6				
Average Attendance		313				

OTHER FUNCTIONS

DEPARTMENT: CONTINGENCY

MISSION/DESCRIPTION

The contingency account is established to provide for unforeseen costs that may arise during the year. There are no expenditures in this account, only budget transfers to other accounts.

BUDGET HIGHLIGHTS

In the prior year's expenditure columns you will see zero expenditure's for each year. This is because there are no expenditures in this account, only budget transfers. The following is the original budget amounts for this account:

2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013
$387,353	$540,000	$369,742	$455,654	$509,000	$400,000	$250,000

The budget amount requested is the same as the prior year. $420,000 was added by the BOF for school security. $150,000 was backed out by the LC. Commitment to school security has not changed.

CONTINGENCY BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
CONTINGENCY	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
CONTINGENCY FUND	-	-	250,000	201,141	201,141	250,000	250,000	670,000	520,000	468,859	233.1%

DEPARTMENT: DEBT SERVICE

MISSION/DESCRIPTION

The Debt Service department accounts for annual principal and interest payments on bonds and bond anticipation notes. The related debt has been used to finance projects authorized from the Town Capital Improvement Plan. The Town has an approved debt management policy that states that the annual debt service amount should not be more than 10% of the total budget amount. This is a maximum cap. The Town is working towards keeping the limit below the 10% mark using 9% as a future goal.

.BUDGET HIGHLIGHTS

The budget for the Debt Service, for fiscal year 2014 has remained practically the same. This is due to the bond issue of February 2012 for $11,800,000. This bond issue financed the following CIP approved projects:

High School Addition and Renovations	$10,000,000	Sandy Hook Streetscape	200,000
Newtown Middle School Roof	1,200,000	Boggs Hill Road Culvert	215,000
Hawley Boiler/HVAC Design	185,000	TOTAL	$11,800,000

This new debt was offset by savings from a bond refunding in February 2012 (saved 375,618 in interest payments for 2013-2014). It is also offset by a $100,000 payment from the debt service fund.

DEBT SERVICE BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
DEBT SERVICE	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
PRINCIPAL	6,784,556	6,727,504	7,387,177	7,387,177	7,387,177	7,481,211	7,481,211	7,481,211	7,481,211	94,034	1.3%
INTEREST	2,499,469	2,606,757	2,672,612	2,672,612	2,672,612	2,577,713	2,577,713	2,577,713	2,577,713	(94,899)	-3.6%
BONDING EXPENSE	6,150	10,000	-	-	-	-	-	-	-	-	
										-	
	9,290,175	9,344,261	10,059,789	10,059,789	10,059,789	10,058,924	10,058,924	10,058,924	10,058,924	(865)	0.0%

DEPARTMENT: DEBT SERVICE

ACCOUNT DETAIL

.

Principal: Principal payment is comprised of:

Current debt service principal amount	$7,581,211
February 2013 bonding issue principal amount	0
Debt service fund payment	(100,000)
Total principal amount	$7,481,211

Interest: Interest payment is comprised of:

Current debt service interest amount	$2,577,713
February 2012 bonding issue interest amount	0
Total interest amount	$2,577,713

Bonding Expense: This account was used to pay part of the bonding costs. The remaining was charged to the projects. 100% of bonding expenses will now be charged to the projects.

DEPARTMENT: RESERVE FOR CAPITAL NONRECURRING

MISSION/DESCRIPTION

This account dedicates a portion of the Town's operating budget for capital purposes (around a quarter of one percent of the budget is a standard benchmark). This provides financial flexibility and reduces long term financing of capital items. The amount budgeted in this account is transferred to the Capital Non Recurring Fund. The Capital Non Recurring Fund is a multiyear fund where funding can accumulate enabling the Town to acquire larger capital assets on a pay-as-you-go basis. This capital asset financing decision is typically done during the Capital Improvement Plan budgeting process or it can be made in the regular budget process. During midyear, if a capital asset needs replacing, the Town can have the financial flexibility to acquire the asset thru the Capital Non Recurring Fund (if funds are available).

BUDGET HIGHLIGHTS

From time to time the Town has appropriated an amount for transfer to the Capital Non Recurring Fund. Before fiscal year 2011-2012 the last time was $300,000 in fiscal year 2007-2008. Best practices state that funding should be done on a consistent basis. It is expected that in certain budget years funding may not be available which is accepted as long as the Town goes back to steady funding. The last few years were one of those years, due to the economic climate. A decision was made in 2011-2012 to start funding the Capital Non Recurring Fund again. $225,000 was appropriated in 2011-12 & $250,000 was appropriated in 2012-13. The request for 2013-14 is $250,000.

See account detail (next page) for planned capital items.

RESERVE FOR CAPITAL NON RECURRING BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
RESERVE FOR CAP & NON-REC.EXP.	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
RESERVE CAP & NON RECURRING	-	225,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	-	0.0%

DEPARTMENT: RESERVE FOR CAPITAL NONRECURRING

ACCOUNT DETAIL

Reserve Cap & Non Recurring: The requested $250,000 comprises the following:

Public Works Sweeper Replacement. The current sweeper is a 2006 Elgin with 6,230 hours and 215,050 miles. Funding is requested over four years.

2011-2012 appropriation	$50,000
2012-2013 appropriation	$50,000
2013-2014 request	**$80,000**
2014-2015 planned	$90,000
	$270,000

Fire Equipment. The planned replacement of fire tankers. (2) in 2015-16 and (2) in 2016-17.

2011-2012 appropriation	$75,000
2012-2013 appropriation	$75,000
2013-2014 request	**$75,000**
2014-2015 planned	$75,000
2015-2016 planned	$75,000
2016-2017 planned	$100,000
	$475,000

Town Pooled Vehicle Replacement Program

2012-2013 appropriation	$25,000
2013-2014 request	**$25,000**

Information Technology – Police Software Replacement

2013-2014 request	**$70,000**

DEPARTMENT: TOWN HALL BOARD OF MANAGERS

MISSION/DESCRIPTION

The administration of the Edmond Town Hall is as unique as the building itself. While the title is vested in the Town, a bi-partisan elected Board of Managers run the building. A full time manager supervises the maintenance of the building, which includes a movie theater.

The building also offers a variety of rooms for all occasions, including the Alexandria Room for weddings, parties and recitals; and a gymnasium for sports, parties and craft shows. Smaller meeting rooms are also available. For arrangements, call the Managers office at 270-4285.

The Board of Managers is composed of six members serving six year terms. At each regular Town Election, two members are elected, both of whom may not be members of the same political party. According to Town Charter, the Board "shall have the exclusive care and maintenance of Edmond Town Hall and all grounds and buildings appurtenant thereto, together with all powers and duties prescribed for said Board by Special Act No. 98 of the 1931 session by which it was created, as amended by Special Act No. 517 of the 1953 session".
Web site: http://www.newtown-ct.gov/Public_Documents/NewtownCT_BComm/MANAGERS

BUDGET HIGHLIGHTS

The amount contributed to the THBOM has been reduced by ($54,000) or (37%). The employee benefit accounts used to be in the employee benefit department and the pension department. Employee benefits now are shown in the individual operating department so as to get an exact and total cost of the department.

TOWN HALL BOARD OF MANAGERS BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
TOWN HALL BOARD OF MANAGERS	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
TOWN HALL BOARD OF MANAGERS	170,000	165,000	147,000	147,000	147,000	100,000	93,000	93,000	93,000	(54,000)	-36.7%
MEDICAL BENEFITS	-	52,749	51,129	51,129	51,129	45,305	45,305	45,305	45,305	(5,824)	-11.4%
LIFE INSURANCE	-	227	232	232	232	224	224	224	224	(8)	-3.3%
PENSION	-	3,698	3,659	3,659	3,659	1,686	1,686	1,686	1,686	(1,973)	-53.9%
LONG TERM DISABILITY	-	273	431	431	431	341	341	341	341	(90)	-20.9%
	170,000	221,946	202,451	202,451	202,451	147,556	140,556	140,556	140,556	(61,895)	-30.6%

DEPARTMENT: TOWN HALL BOARD OF MANAGERS

ACCOUNT DETAIL

Town Hall Board of Manager's Contribution**:** The contribution to the Edmond Town Hall Board of Manager's offsets the annual operating deficit of the Edmond Town Hall and provides funding for capital expenditures. For the last two fiscal years the Edmond Town Hall has had an operating deficit of approximately $95,000 each year. The difference between the amount contributed and the operating deficit has been accumulated in the Edmond Town Hall (special revenue) fund balance for capital expenditures. It is expected that as the Edmond Town Hall adds more programs that the requested contribution amount will decrease.

Medical Benefits / Life Insurance / Pension / Long Term Disability**:** Medical benefits – this amount reflects the amount charged by the Medical Self Insurance Fund for the employer's share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 311, for a breakdown of medical benefit costs and the distribution of costs to the various departments. Life Insurance – this amount reflects the cost of the life insurance benefit per union contract. Pension – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 309 for a description of the pension plans and a breakdown of the ARC (by department). Long Term Disability - this amount reflects the cost of the long term disability benefit per union contract.

EDMOND TOWN HALL BOARD OF MANAGERS
BUDGET PREPARATION WORKSHEET
FISCAL YEAR 2013 - 2014

	2011 - 2012 ACTUAL	2012 - 2013 ESTIMATED ACTUAL	2013 - 2014 BUDGET
REVENUES:			
THEATRE INCOME (tickets)	134,845	135,000	135,000
CONCESSION STAND	155,115	155,000	155,000
RENTAL INCOME	48,357	49,260	51,723
EVENT FEES	123,519	87,336	100,000
INVESTMENT INCOME	32,797	50,284	40,000
TOWN CONTRIBUTION	165,000	147,000	125,000
OTHER CONTRIBUTIONS	-		
TOTAL REVENUES	659,633	623,880	606,723
EXPENDITURES:			
BUILDING EXPENSES:			
SALARIES	141,185	120,000	141,000
BENEFITS	8,830	9,180	10,787
UTILITIES	55,729	55,561	55,800
FEES & PROF SVS(1)	25,249	50,000	50,000
REPAIRS & MAINT (2)	107,657	110,000	110,000
ADVERT	-	-	10,000
OFFICE (Unemployment)	10,396	-	-
OTHER (Refunds)	12,450	10,000	5,000
TOTAL BLDG EXP	361,496	354,741	382,587
THEATRE EXPENSES:			
FILM RENTALS	52,402	52,500	54,075
CONCESSIONS	61,186	61,200	61,200
SALES TAX	5,873	3,886	3,886
SALARIES	49,064	49,500	49,500
BENEFITS	5,603	3,787	3,787
ADVERT	7,900	8,000	8,240
FEES & PROF SVS	3,132	3,180	3,275
OFFICE	2,288	2,286	2,280
OTHER	5,499	5,106	5,100
TOTAL THEATRE EXP	192,947	189,445	191,343
TOTAL EXPENDITURES	554,443	544,186	573,930
REVENUES OVER EXPENDITURES	105,190	79,694	32,793

DEPARTMENT: TRANSFER OUT TO CAPITAL PROJECT

MISSION/DESCRIPTION

Represents authorized transfers out to other funds. Usually done by an appropriation transfer request, hence there is no original budget amount.

BUDGET HIGHLIGHTS

In 2011-12 $41,000 was authorized to be transferred to the recreation special revenue fund to make up a shortfall in that fund. It is estimated that the same amount will be needed for 2012-13 and 2013-14.

TRANSFER OUT TO CAPITAL PROJECT BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			1st SELECTMAN	BOS	BOF	LC	CHANGE	
TRANSFER OUT - TO OTHER FUNDS	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
TRANSFER OUT	-	41,000	-	-	-	41,000	41,000	41,000	41,000	41,000	

EDUCATION FUNCTION

DEPARTMENT: BOARD OF EDUCATION

MISSION/DESCRIPTION

The mission of the Newtown Public Schools, a partnership of students, families, educators and community, is to **INSPIRE EACH STUDENT TO EXCEL** in attaining and applying the knowledge, skills and attributes that lead to personal success while becoming a contributing member of a dynamic global community. We accomplish this by creating an unparalleled learning environment characterized by:

*High expectations *Quality instruction *Continuous improvement *Civic responsibility

Website: http://www.newtown.k12.ct.us/

BUDGET HIGHLIGHTS

See separate Board of Education Budget Book. BOF reduced the BOE budget by $750,000. LC reduced the BOE budget by $750,000 after the 1st referendum. LC reduced the BOE budget by $300,000 after the 2nd referendum.

Web site:http://www.newtown.k12.ct.us/DistrictInformation/BoardofEducation/BOEBudgets/tabid/4494/Default.aspx

BOARD OF EDUCATION BUDGET

						2013 - 2014 BUDGET					
	2010 - 2011	2011 - 2012	2012 - 2013			Superintendent	BOE	BOF	LC	CHANGE	
BOARD OF EDUCATION	ACTUALS	ACTUALS	ADOPTED	AMENDED	ESTIMATED	PROPOSED	PROPOSED	RECOMMENDED	ADOPTED	$	%
BOARD OF EDUCATION	66,521,228	67,685,429	68,355,794	68,355,794	68,355,794	73,042,343	72,845,304	72,095,304	71,045,304	2,689,510	3.9%

DEPARTMENT REQUEST VS. FIRST SELECTMAN RECOMMENDATION

Department Request vs. Selectman Recommendation

GENERAL GOVERNMENT					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
SELECTMEN	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
SELECTMAN SALARY	97,333	97,333	97,333	97,333	97,333	97,333	
EXEC ASST; HR ADMIN	99,850	43,848	43,848	45,115	45,882	45,882	
TOWN HALL O.T. /ED. /LONGEVITY	10,000	9,307	10,000	10,000	10,000	10,000	
MEDICAL BENEFITS	-	19,722	19,125	19,125	19,613	19,613	
FICA	-	11,183	11,183	11,183	11,183	11,183	
LIFE INSURANCE	-	162	167	167	168	168	
PENSION	-	8,432	8,471	8,471	8,593	8,593	
LONG TERM DISABILITY	-	343	402	402	444	444	
SELECTMAN EXPENSES	13,348	2,683	2,350	2,350	2,350	2,350	
LEGAL SERVICES	60,000	60,000	60,000	60,000	60,000	60,000	
LEGAL SERVICES-OTHER	195,376	101,943	75,000	75,000	75,000	75,000	
	475,907	354,956	327,879	329,146	330,566	330,566	
SELECTMEN - OTHER							
CLERKS	35,047	32,268	38,225	38,225	41,525	41,525	
FICA	-	706	1,755	1,755	1,935	1,935	
OFFICE SUPPLIES	50,167	57,650	52,745	52,745	67,745	67,745	
LEASING	59,606	63,430	34,650	34,650	16,650	16,650	
LEGAL ADVERTISING	20,430	20,087	18,000	18,000	18,000	18,000	
POSTAGE	48,448	50,486	50,000	50,000	50,000	50,000	
COPIERS	32,289	32,883	35,100	35,100	36,867	36,867	
REPAIR/MAINTENANCE	8,622	2,098	7,500	7,500	7,500	7,500	
	254,608	259,607	237,975	237,975	240,222	240,222	

Department Request vs. First Selectman Recommendation (continued)

					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
HUMAN RESOURCES	ACTUALS	ACTUALS	ADOPTED	AMENDED	**REQUEST**	**PROPOSED**	COMMENTS
HUMAN RESOURCE ADMINISTRATOR	-	57,418	57,500	58,506	59,501	59,501	
MEDICAL BENEFITS	-	15,513	15,035	15,035	15,444	15,444	
FICA	-	4,314	4,399	4,399	4,552	4,552	
LIFE INSURANCE	-	186	190	190	186	186	
PENSION	-	3,399	3,450	3,450	3,570	3,570	
LONG TERM DISABILITY	-	142	166	166	183	183	
SERVICES & SUPPLIES	-	21,815	25,000	25,000	25,000	25,000	
FEES & PROF SERVICES	-	17,549	5,000	5,000	4,000	4,000	
	-	120,336	110,739	111,745	112,435	112,435	
TAX COLLECTOR							
TAX COLLECTOR	62,818	63,806	63,912	65,206	66,315	66,315	
CLERICAL	127,323	127,553	136,050	136,050	137,210	137,210	
MEDICAL BENEFITS	-	79,249	76,834	76,834	78,106	78,106	
FICA	-	14,650	15,297	15,297	15,570	15,570	
LIFE INSURANCE	-	1,390	1,418	1,418	1,459	1,459	
PENSION	-	8,579	8,507	8,507	7,564	7,564	
LONG TERM DISABILITY	-	516	696	696	718	718	
TRAVEL & DUES	331	434	450	450	750	750	
	190,472	296,177	303,164	304,458	307,691	307,691	
PROBATE COURT							
SUPPLIES	3,499	6,160	6,860	6,860	6,343	6,343	
MAINTENANCE	500	-	-	-	-	-	
	3,999	6,160	6,860	6,860	6,343	6,343	

Department Request vs. First Selectman Recommendation (continued)

					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
TOWN CLERK	ACTUALS	ACTUALS	ADOPTED	AMENDED	**REQUEST**	**PROPOSED**	COMMENTS
TOWN CLERK	65,710	66,601	66,696	67,863	69,017	69,017	
ASSISTANT TOWN CLERKS	95,067	99,237	101,224	101,224	101,224	101,224	
MEDICAL BENEFITS	-	58,575	57,626	57,626	58,114	58,114	
FICA	-	12,312	12,846	12,846	13,023	13,023	
LIFE INSURANCE	-	810	834	834	843	843	
PENSION	-	8,681	8,632	8,632	8,205	8,205	
LONG TERM DISABILITY	-	406	476	476	527	527	
DUES	2,498	2,060	3,000	3,000	3,000	3,000	
ELECTIONS	46,864	37,506	30,000	30,000	30,000	30,000	
INDEXING	442	416	1,200	1,200	1,200	1,200	
VITAL STATISTICS	2,484	2,492	2,500	2,500	2,500	2,500	
ANNUAL REPORT	-	-	-	-	-	-	
	213,064	289,096	285,034	286,201	287,653	287,653	
REGISTRARS							
REGISTRARS	58,416	58,439	58,440	59,463	60,474	60,474	
CLERKS	12,480	15,830	18,200	18,200	18,500	18,500	
TYPIST-CANVASS CARDS	800	85	-	-	-	-	
REFERENDA	22,490	23,239	10,300	10,300	10,300	10,300	
PRIMARIES	18,988	8,563	-	-	-	-	
ELECTION WORKERS	21,803	25,151	26,650	26,650	25,000	25,000	
MACHINE EXAMINER	1,910	-	2,000	977	2,000	2,000	
FICA	-	6,452	6,245	6,245	6,654	6,654	
EDUCATION & TRAINING	4,423	2,810	3,330	3,330	3,330	3,330	
DUES	100	120	120	120	120	120	
	141,410	140,690	125,285	125,285	126,377	126,377	

Department Request vs. First Selectman Recommendation (continued)

					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
ASSESSOR	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
ASSESSOR	67,500	68,416	68,513	69,712	70,897	70,897	
DEP ASSESSOR / DATA ENTRY CLERK	139,690	105,404	85,806	89,366	89,366	89,366	
MEDICAL BENEFITS	-	62,972	41,927	41,927	42,657	42,657	
FICA	-	12,607	11,805	12,077	12,260	12,260	
LIFE INSURANCE	-	939	958	958	778	778	
PENSION	-	8,779	7,058	7,058	6,434	6,434	
LONG TERM DISABILITY	-	414	538	538	496	496	
SCHOOL / DUES / PUBLICATIONS	5,556	6,073	8,500	6,668	8,500	8,500	
SAFETY CLOTHS & ALLOWANCE	75	-	-	-	75	75	
FIELD SERVICE	12,500	7,500	8,000	6,000	8,000	6,000	Will increase field service budget next year.
	225,321	273,104	233,105	234,304	239,464	237,464	
FINANCE							
FINANCIAL DIRECTOR	125,000	126,695	126,875	134,375	139,202	139,202	
CLERICAL	134,724	137,536	139,807	139,807	139,807	139,807	
ASST FINANCIAL DIRECTOR	64,477	65,385	65,482	67,671	68,821	68,821	
MEDICAL BENEFITS	-	78,638	76,679	76,679	77,497	77,497	
FICA	-	23,999	23,875	23,875	24,758	24,758	
LIFE INSURANCE	-	1,821	1,857	1,857	1,774	1,774	
PENSION	-	25,613	25,445	25,445	24,052	24,052	
LONG TERM DISABILITY	-	815	955	955	1,090	1,090	
EDUCATION & TRAINING	3,505	3,534	2,900	2,900	3,000	3,000	
SUBSCRIPTIONS	423	374	375	375	375	375	
TECHNOLOGY MAINTENANCE	3,685	1,013	3,000	3,000	2,000	2,000	
	331,815	465,422	467,249	476,938	482,375	482,375	

Department Request vs. First Selectman Recommendation (continued)

					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
TECHNOLOGY DEPARTMENT	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
TECHNOLOGY/GIS MANAGER	83,500	84,633	84,753	86,236	87,702	88,202	$500 salary enhancement
TECHNOLOGY ADMINISTRATION	79,890	94,487	94,590	98,639	100,698	101,498	$800 salary enhancement
MEDICAL BENEFITS	-	42,476	49,196	49,196	50,501	50,501	
FICA	-	12,888	13,720	13,720	14,413	14,512	salary enhancement
LIFE INSURANCE	-	514	529	529	533	533	
PENSION	-	8,070	7,925	7,925	7,361	7,361	
LONG TERM DISABILITY	-	427	500	500	557	557	
DUES, TRAVEL & TRAINING	8,500	9,362	10,300	10,300	10,300	10,300	
MAINTENANCE	81,577	87,573	144,710	144,710	147,010	147,010	
CAPITAL	29,380	31,578	45,900	45,900	46,000	46,000	
	282,847	372,008	452,123	457,655	465,075	466,474	
UNEMPLOYMENT							
UNEMPLOYMENT ACT	16,865	39,660	15,000	15,000	15,000	15,000	
FICA	813,740	-	-	-	-	-	
	830,605	39,660	15,000	15,000	15,000	15,000	
PENSION FUND							
TOWN & POLICE PLAN	767,330	-	-	-	-	-	
ELECTED OFFICIALS	15,774	-	-	-	-	-	
SERVICES & SUPPLIES	24,175	-	-	-	-	-	
	807,279	-	-	-	-	-	

Department Request vs. First Selectman Recommendation (continued)

					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
OPEB CONTRIBUTION	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
MEDICAL BENEFITS	2,958,936	-	57,581	57,581	55,197	55,197	
AGENCY COST SHARE	-	-	-	-	-	-	
LIFE INSURANCE	37,419	-	-	-	-	-	
LONG TERM DISABILITY	26,638	-	-	-	-	-	
OPEB CONTRIBUTION	166,000	412,146	100,000	100,000	100,000	100,000	
MISC BENEFITS	26,949	-	-	-	-	-	
	3,215,941	412,146	157,581	157,581	155,197	155,197	
PROFESSIONAL ORGANIZATIONS							
HVCEO	17,123	17,123	17,465	17,465	17,465	17,465	
CCM	15,103	15,103	15,103	15,103	15,103	15,103	
NATIONAL LEAGUE OF CITIES	1,861	1,861	1,861	1,861	1,861	1,861	
COST	1,225	1,225	1,225	1,225	1,225	1,225	
REGIONAL BROWNFIELDS PARTNER	800	800	800	800	800	800	
	36,112	36,112	36,454	36,454	36,454	36,454	
INSURANCE							
LIABILITY/AUTO/PROPERTY	370,315	352,462	373,411	373,411	387,000	387,000	
UNINSURED LOSSES	9,920	12,080	10,000	10,000	10,000	10,000	
WORKER'S COMPENSATION	479,739	481,996	515,000	515,000	515,000	515,000	
OTHER	76,070	74,838	76,500	76,500	76,500	76,500	
	936,044	921,375	974,911	974,911	988,500	988,500	

Department Request vs. First Selectman Recommendation (continued)

					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
LEGISLATIVE COUNCIL	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
COUNCIL EXPENSES	-	500	500	3,682	500	500	
AUDIT- TOWN	43,011	44,000	44,000	44,000	44,000	44,000	
	43,011	44,500	44,500	47,682	44,500	44,500	
DISTRICT CONTRIBUTIONS							
HAWLEYVILLE DISTRICT	500	500	500	500	500	500	
SANDY HOOK DISTRICT	-	1,000	4,000	4,000	6,000	6,000	
	500	1,500	4,500	4,500	6,500	6,500	
ECONOMIC & COMMUNITY DEVELOPMENT							
DIRECTOR OF COMM DEVELOPMENT	84,665	85,813	85,935	87,439	88,925	88,925	
MEDICAL BENEFITS	-	-	2,000	2,000	2,000	2,000	
FICA	-	6,574	6,574	6,574	6,803	6,803	
LIFE INSURANCE	-	740	765	765	741	741	
PENSION	-	4,003	3,931	3,931	3,570	3,570	
LONG TERM DISABILITY	-	212	248	248	273	273	
DUES / SUBSCRIPTIONS / EDUCATION	1,628	1,646	1,650	1,650	1,650	1,650	
CONTRACTUAL SERVICES	29,766	18,453	40,000	40,000	40,000	41,000	Increase committment to economic
	116,059	117,440	141,103	142,607	143,962	144,962	development
SUSTAINABLE ENERGY COMM							
SUSTAINABLE ENERGY COMM	-	5,000	5,000	5,000	5,000	5,000	

Department Request vs. First Selectman Recommendation (continued)

					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
FAIRFIELD HILLS AUTHORITY	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
ADMINISTRATIVE PAYROLL	22,680	19,799	21,000	21,000	19,760	19,760	
FICA	-	1,438	1,607	1,607	1,512	1,512	
SUPPLIES	354	90	400	400	400	400	
UTILITIES	15,212	10,167	-	-	-	-	
MISC. EXPENSES	485	361	1,000	1,000	1,000	1,000	
FEES & PROFESSIONAL SERVICES	55,112	25,000	-	-	-	-	
REPAIRS & MAINTENANCE	3,995	24,100	15,000	15,000	15,000	15,000	
CONTRACTUAL SERVICES	207,638	50,507	20,000	20,000	20,000	20,000	
FAIRFIELD HILLS	-	-	-	-	-	-	
	305,477	131,461	59,007	59,007	57,672	57,672	
PUBLIC SAFETY							
EMERGENCY COMMUNICATIONS							
FULL TIME OPERATORS	510,198	473,421	542,055	543,210	544,351	544,851	$500 salary enhancement
OVERTIME	79,141	121,707	80,000	80,000	80,000	80,000	
MEDICAL BENEFITS	-	79,341	99,094	99,094	96,554	96,554	
FICA	-	45,617	47,587	47,587	47,549	47,587	salary enhancement
LIFE INSURANCE	-	1,166	1,255	1,255	1,154	1,154	
PENSION	-	23,540	23,031	23,031	20,328	20,328	
LONG TERM DISABILITY	-	974	1,122	1,122	1,370	1,370	
TRAINING	8,311	8,000	9,000	9,000	9,000	9,000	
UNIFORMS	3,000	2,000	2,000	2,000	2,000	2,000	
RADIO SYSTEM MAINTENANCE AGREE	31,250	32,011	32,100	32,100	35,158	35,158	
EQUIPMENT RENTAL	163,078	161,759	182,000	182,000	182,214	182,214	
E911 CONTRACT SERVICE	1,904	3,500	3,500	3,500	3,500	3,500	
CAPITAL	-	26,506	26,506	26,506	-	-	
	796,882	979,542	1,049,250	1,050,405	1,023,178	1,023,716	

Department Request vs. First Selectman Recommendation (continued)

					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
POLICE	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
CHIEF OF POLICE	99,397	100,745	100,888	102,654	112,654	108,399	Selectman proposes a 1.7% increase
CAPTAIN	91,016	92,250	92,382	94,999	96,614	96,614	with a $4,000 salary enhancement
SWORN PERSONNEL	2,953,074	3,099,563	3,180,717	3,180,717	3,266,662	3,266,662	
CIVILIAN PERSONNEL	213,585	182,743	185,300	186,084	186,759	186,759	
POLICE OVERTIME	138,834	131,849	130,000	130,000	135,000	135,000	
OVERTIME-CIVILIAN	24	59	-	-	-	-	
TRAFFIC GUARDS	16,349	16,344	16,458	16,458	16,758	16,758	
POLICE OVERTIME - GRANTS	-	-	-	-	-	-	
MEDICAL BENEFITS	-	796,509	745,477	745,477	780,237	780,237	
FICA	-	277,597	283,490	283,490	291,480	291,480	
LIFE INSURANCE	-	8,923	9,101	9,101	9,116	9,116	
PENSION	-	514,960	530,277	530,277	560,418	560,418	
LONG TERM DISABILITY	-	7,615	8,673	8,673	10,618	10,618	
EDUCATION	36,880	36,466	37,500	37,500	37,500	37,500	
TELEPHONE/RADIO COMMUNICATIONS	14,168	15,800	17,400	17,400	17,400	17,400	
PROGRAM EQUIPMENT SUPPLIES	19,952	16,931	20,000	20,000	20,000	20,000	
POLICE RECRUITMENT	10,965	4,321	-	-	-	-	
MISCELLANEOUS	4,481	4,467	4,500	4,500	4,500	4,500	
UNIFORM ALLOWANCE	58,390	58,421	55,750	55,750	52,700	52,700	
SERVICES	19,966	19,972	38,830	38,830	39,296	39,296	
CONTRACTUAL SERVICES	-	63,081	65,000	65,000	65,000	65,000	
COMPUTER OPERATIONS	155,519	156,940	170,879	170,879	176,145	176,145	
PATROL CARS	120,000	75,806	90,000	90,000	101,000	101,000	
CAPITAL	-	15,600	15,600	15,600	30,600	30,600	
	3,952,601	5,696,961	5,798,222	5,803,389	6,010,457	6,006,201	

Department Request vs. First Selectman Recommendation (continued)

					2012-2013 BUDGET		
	2009 - 2010	2010 - 2011	2011 - 2012	2011 - 2012	DEPARTMENT	1st SELECTMAN	
CANINE CONTROL	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
SALARIES	94,986	92,430	109,196	109,977	110,614	110,614	
MEDICAL BENEFITS	-	26,776	26,715	26,715	26,608	26,608	
FICA	-	6,875	8,354	8,354	8,462	8,462	
LIFE INSURANCE	-	339	351	351	347	347	
PENSION	-	3,414	3,376	3,376	3,373	3,373	
LONG TERM DISABILITY	-	198	232	232	233	233	
EDUCATION	963	150	1,000	1,000	1,000	1,000	
SUPPLIES	1,472	-	-	-	-	-	
UNIFORMS	903	1,055	1,500	1,500	1,500	1,500	
VACCINATIONS/VET CARE	80	-	1,500	1,500	1,500	1,500	
CAPITAL	-	-	-	-	-	-	
	98,404	131,237	152,223	153,005	153,637	153,637	

Department Request vs. First Selectman Recommendation (continued)

					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
FIRE	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
MARSHALL FEES	132,391	136,278	134,682	136,695	139,582	139,582	
SECRETARIAL FEES	36,505	39,149	39,799	39,799	39,799	39,799	
MARSHALLS CAR ALLOWANCE	1,350	1,775	2,500	2,500	1,500	1,500	
MEDICAL BENEFITS	-	20,152	23,040	23,040	23,613	23,613	
FICA	-	13,294	13,195	13,195	13,837	13,837	
LIFE INSURANCE	-	882	905	905	901	901	
PENSION	-	6,808	6,714	6,714	6,050	6,050	
LONG TERM DISABILITY	-	370	434	434	483	483	
COMM & MARSHALLS SUPPLIES	1,987	896	2,500	2,500	1,400	1,400	
FIRE CO GRANTS	135,000	135,000	135,000	135,000	135,000	135,000	
TRAINING / FIRE PREVENTION	56,977	63,609	69,000	69,000	68,000	68,000	
UTILITIES	105,636	106,610	120,000	120,000	110,000	110,000	
FIREHOUSE MAINT. & ALARM	19,587	55,290	21,500	21,500	24,500	24,500	
RADIO & PAGER SERVICE	18,107	17,567	26,950	26,950	21,450	21,450	
HYDRANTS	54,396	51,645	80,000	80,000	70,000	70,000	
FIRE HOSE	10,578	37,853	20,790	20,790	19,170	19,170	
FIRE FIGHTER SUPPLIES	19,815	8,574	20,450	20,450	14,850	14,850	
EQUIPMENT REPAIRS	23,153	30,632	39,235	39,235	33,035	33,035	
TRUCK MAINTENANCE	66,397	100,193	79,625	79,625	84,575	84,575	
F/F PHYSICALS	9,495	12,318	22,700	22,700	17,800	17,800	
F/F INCENTIVE PLAN	236,464	278,687	240,000	240,000	232,236	232,236	
INSURANCE	57,331	57,546	58,700	58,700	50,300	50,300	
CAPITAL	138,370	127,015	55,305	55,305	106,509	106,509	
	1,123,540	1,302,144	1,213,024	1,215,037	1,214,591	1,214,591	

Department Request vs. First Selectman Recommendation (continued)

					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
EMERGENCY MANAGEMENT/N.U.S.A.R.	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
CLERICAL	7,125	9,750	9,750	9,750	9,852	9,852	
FICA	-	-	746	746	754	754	
SUPPLIES	268	359	400	400	400	400	
GAS/UTILITIES	4,372	4,925	4,200	4,200	4,200	4,200	
EDUCATION	3,762	4,000	4,000	4,000	4,000	4,000	
PHYSICALS	2,940	2,969	4,250	4,250	6,375	6,375	
CONTRACTUAL SERVICES	6,154	23,978	20,596	20,596	19,970	19,970	
CAPITAL	11,711	8,090	7,325	7,325	13,594	6,594	Emergency Operations Center capital items
	36,333	54,072	51,267	51,267	59,145	52,145	to be completed in house ($7,000)
LAKE AUTHORITIES							
LAKE LILLINONAH AUTHORITY	23,672	23,672	23,839	23,839	24,077	24,077	
LAKE ZOAR AUTHORITY	25,405	32,438	25,869	25,869	26,544	26,544	
	49,077	56,110	49,708	49,708	50,621	50,621	
N.W. SAFETY COMMUNICATION							
NW SAFETY COMMUNICATION	9,783	9,783	9,783	9,783	9,783	9,783	
EMERGENCY MEDICAL SERVICES							
PARAMEDIC PROGRAM	220,000	230,000	230,000	230,000	230,000	230,000	
AMBULANCE	40,000	40,000	40,000	40,000	40,000	40,000	
	260,000	270,000	270,000	270,000	270,000	270,000	

Department Request vs. First Selectman Recommendation (continued)

					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
NW CONNECTICUT EMS COUNCIL							
NW CT EMS ALLOCATIONS	250	250	250	250	250	250	
PUBLIC WORKS							
BUILDING DEPARTMENT							
BUILDING OFFICIAL	70,000	70,949	71,050	72,293	73,522	74,022	$500 salary enhancement
ADMINISTRATOR	35,120	36,234	38,681	38,681	38,681	38,681	
ASSISTANT BUILDING OFFICIAL	97,071	115,169	117,277	117,277	117,277	117,277	
SECRETARIES	31,519	32,067	32,637	32,637	32,637	32,637	
MEDICAL BENEFITS	-	95,606	93,117	93,117	90,510	90,510	
FICA	-	18,968	19,863	19,863	20,052	20,090	salary enhancement
LIFE INSURANCE	-	1,554	1,599	1,599	1,611	1,611	
PENSION	-	11,943	11,876	11,876	10,544	10,544	
LONG TERM DISABILITY	-	624	731	731	813	813	
CLOTHING / EQUIPMENT	650	596	975	975	975	975	
DUES & TUITION	860	1,231	1,750	1,750	1,750	1,750	
PROFESSIONAL CONSULTANT	98	-	500	500	500	500	
	235,318	384,940	390,057	391,299	388,873	389,411	
					2013 - 2014 BUDGET		

Department Request vs. First Selectman Recommendation (continued)

HIGHWAY	2010 - 2011 ACTUALS	2011 - 2012 ACTUALS	2012 - 2013 ADOPTED	2012 - 2013 AMENDED	DEPARTMENT REQUEST	1st SELECTMAN PROPOSED	COMMENTS
DIRECTOR PUBLIC WORKS	97,224	98,542	98,683	100,410	102,117	102,117	
ADMINISTRATION	401,107	402,936	411,646	414,952	418,213	418,213	
PAYROLL	1,700,294	1,612,238	1,738,639	1,738,639	1,738,639	1,738,639	
OVERTIME	35,391	26,373	45,000	45,000	45,000	45,000	
MISC BENEFITS	48,027	46,591	48,175	48,175	47,730	47,730	
MEDICAL BENEFITS	-	555,626	553,811	553,811	596,654	596,654	
FICA	-	181,735	187,163	187,163	188,149	188,149	
LIFE INSURANCE	-	15,725	16,040	16,040	15,258	15,258	
PENSION	-	105,120	102,865	102,865	90,694	90,694	
DRAINAGE MATERIALS	89,789	90,000	100,000	100,000	100,000	100,000	
LONG TERM DISABILITY	-	5,213	6,049	6,049	6,608	6,608	
STREET & ROAD SIGNS	14,940	15,647	15,000	15,000	15,000	15,000	
TREE WARDEN	12,000	12,000	13,200	13,200	13,200	13,500	Increase monthly amount to $1,125
EQUIPMENT FUEL	415,730	387,286	486,800	486,800	486,800	486,800	
STREET LIGHTS	35,597	34,267	38,000	38,000	36,000	36,000	
PRIVATE ROADS/RECONSTRUCTION	10,000	1,939	10,000	10,000	10,000	10,000	
CONSTRUCTION SUPPLIES	20,718	26,270	22,000	22,000	22,000	22,000	
EDUC. & CONFERENCES	3,847	3,250	4,000	4,000	4,000	4,000	
PATCHING MATERIALS	85,000	71,688	85,000	85,000	85,000	85,000	
REPAIRS	414,607	452,364	420,000	420,000	520,000	445,000	Police repairs charged to Police Outside
CONT. TREE REMOVAL	73,496	271,550	75,000	75,000	75,000	75,000	Services fund
CONT. DRAINAGE	85,654	100,392	100,000	100,000	154,000	154,000	
CONT. CHIP SEALING	64,999	64,999	65,000	65,000	65,000	65,000	
CONT. LINE PAINTING	20,000	19,095	20,000	20,000	30,000	30,000	
CONT. OVERLAYS	214,000	255,778	250,000	250,000	259,400	259,400	
CONTRACTUAL - ROADSIDE	-	-	25,000	25,000	25,000	25,000	
CAPITAL	135,000	167,849	47,300	47,300	200,000	200,000	
CAPITAL ROAD IMPROVEMENT	997,383	967,964	1,000,000	1,000,000	1,000,000	1,000,000	
CAPITAL BRIDGE	-	-	-	-	-	-	
	4,974,801	5,992,438	5,984,371	5,989,404	6,349,462	6,274,762	

Department Request vs. First Selectman Recommendation (continued)

					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
WINTER MAINTENANCE	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
OVERTIME	190,538	89,724	152,608	152,608	155,496	155,496	
SAND	-	51,156	61,450	61,450	63,971	63,971	
SALT	435,491	278,249	333,579	333,579	328,317	328,317	
CHAINS / BLADES / ETC	20,000	20,000	20,000	20,000	20,000	20,000	
CONTRACTUAL SERVICES	158,721	104,052	140,000	140,000	147,000	147,000	
	804,750	543,180	707,637	707,637	714,784	714,784	
LANDFILL							
PAYROLL	152,693	144,718	159,558	159,558	159,558	159,558	
OVERTIME	11,246	15,755	11,000	11,000	11,000	11,000	
MISC BENEFITS	4,272	4,700	4,800	4,800	4,800	4,800	
MEDICAL BENEFITS	-	54,142	37,915	37,915	38,947	38,947	
FICA	-	11,860	13,048	13,048	13,048	13,048	
LIFE INSURANCE	-	1,163	1,200	1,200	1,228	1,228	
PENSION	-	7,295	7,298	7,298	6,406	6,406	
LONG TERM DISABILITY	-	379	444	444	498	498	
BUILDING SUPPLIES	776	769	800	800	800	800	
BUILDING ELECTRIC	4,324	4,900	6,900	6,900	5,400	5,400	
EDUCATION	100	-	500	500	500	500	
REPAIRS & SUPPLIES	1,221	1,500	1,500	1,500	1,500	1,500	
CONTRACTUAL SERVICES	1,199,794	1,164,189	1,236,000	1,236,000	1,236,000	1,236,000	
CAPITAL	-	11,545	12,000	12,000	12,000	12,000	
	1,374,426	1,422,915	1,492,962	1,492,962	1,491,685	1,491,685	

Department Request vs. First Selectman Recommendation (continued)

					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
PUBLIC BUILDING MAINTENANCE	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
SALARIES	134,569	136,912	139,345	139,345	139,345	139,345	
OVERTIME	10,459	10,230	11,360	11,360	11,360	11,360	
MISC BENEFITS	590	705	975	975	975	975	
MEDICAL BENEFITS	-	43,403	42,080	42,080	42,738	42,738	
FICA	-	10,999	11,529	11,529	11,529	11,529	
LIFE INSURANCE	-	761	788	788	808	808	
PENSION	-	6,379	6,373	6,373	5,594	5,594	
LONG TERM DISABILITY	-	332	388	388	435	435	
SUPPLIES	12,090	10,824	9,860	9,860	9,860	9,360	($500) to Canine fund
BUILDING MAINTENANCE	17,315	19,103	23,100	23,100	37,160	36,160	($1,000) to Canine fund
HEAT	79,990	78,000	101,020	101,020	91,020	85,220	($5,800) to Canine fund
ELECTRICITY	139,700	139,337	155,492	155,492	211,792	210,592	($1,200) to Canine fund
WATER	11,800	15,409	19,808	19,808	27,960	27,160	($800) to Canine fund
SEWER USE FEE	8,680	9,663	12,067	12,067	12,067	11,767	($300) to Canine fund
SEWER ASSESSMENT	30,709	30,709	30,709	30,709	30,709	30,709	
CONTRACTUAL CUSTODIAN	38,672	40,788	30,685	30,685	35,922	34,522	($1,400) to Canine fund
CONTRACTUAL SERVICES	102,794	86,577	68,640	68,640	68,640	67,240	($1,400) to Canine fund
CAPITAL	22,531	23,495	20,000	20,000	32,000	32,000	
	609,899	663,626	684,220	684,220	769,913	757,514	
CAR POOL							
CAR POOL VEHICLES	5,000	-	-	-	-	-	

Department Request vs. First Selectman Recommendation (continued)

HEALTH AND WELFARE					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
SOCIAL SERVICES	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
DIRECTOR-HUMAN SERVICES	51,389	52,086	52,160	53,073	53,975	54,475	$500 salary enhancement
SECRETARY	29,385	30,611	35,040	35,040	35,040	35,040	
MEDICAL BENEFITS	-	35,665	34,577	34,577	35,276	35,276	
FICA	-	6,321	6,671	6,671	6,810	6,848	salary enhancement
LIFE INSURANCE	-	681	701	701	694	694	
PENSION	-	1,426	1,603	1,603	1,407	1,407	
LONG TERM DISABILITY	-	212	248	248	263	263	
DUES / CONFERENCE / SUBS	100	70	100	100	100	100	
WELFARE ALLOTMENT	3,954	3,560	4,000	4,000	4,000	4,000	
CONSULTING FEES	-	-	-	-	-	-	
	84,828	130,631	135,099	136,012	137,565	138,103	
SENIOR SERVICES							
SENIOR SERVICES ADMINISTRATION	106,012	111,689	118,859	119,772	120,674	121,174	$500 salary enhancement
MEDICAL BENEFITS	-	31,364	31,329	31,329	23,733	23,733	
FICA	-	8,470	9,093	9,093	9,232	9,270	salary enhancement
LIFE INSURANCE	-	709	723	723	715	715	
PENSION	-	5,121	5,075	5,075	4,548	4,548	
LONG TERM DISABILITY	-	259	260	260	349	349	
DUES & TRAVEL	569	81	1,050	1,050	1,050	1,050	
SENIOR CENTER OPERATE EXPENSES	27,447	29,264	27,000	27,000	29,000	29,000	
MINI-BUS	135,500	135,500	135,500	135,500	141,000	141,000	
	269,528	322,457	328,889	329,802	330,301	330,839	

Department Request vs. First Selectman Recommendation (continued)

					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
NEWTOWN HEALTH DISTRICT	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
NEWTOWN HEALTH DISTRICT	264,618	264,449	268,682	268,682	273,985	273,985	
MEDICAL BENEFITS	-	96,547	96,681	96,681	89,777	89,777	
LIFE INSURANCE	-	827	885	885	744	744	
PENSION	-	12,050	11,846	11,846	10,439	10,439	
LONG TERM DISABILITY	-	793	929	929	1,017	1,017	
	264,618	374,666	379,024	379,023	375,962	375,962	
NEWTOWN YOUTH & FAMILY SERVICES							
NEWTOWN YOUTH & FAMILY SERVICES	256,500	265,600	265,000	265,000	265,000	265,000	
MEDICAL BENEFITS	-	47,722	28,526	28,526	29,931	29,931	
LIFE INSURANCE	-	391	399	399	335	335	
LONG TERM DISABILITY	-	794	846	846	1,262	1,262	
	256,500	314,507	294,771	294,771	296,528	296,528	
CHILDREN'S ADVENTURE CENTER							
CHILDREN'S ADVENTURE CENTER	25,000	25,000	25,000	25,000	25,000	25,000	
MEDICAL BENEFITS	-	99,242	101,271	101,271	138,392	96,294	Increase medical contribution from 28%
LIFE INSURANCE	-	735	801	801	837	837	to 50%.
PENSION	-	14,124	13,859	13,859	12,647	12,647	
LONG TERM DISABILITY	-	1,003	1,046	1,046	869	869	
	25,000	140,103	141,977	141,977	177,745	135,647	
TICK ACTION COMM							
ALLOCATIONS	2,281	-	-	-	-	-	

Department Request vs. First Selectman Recommendation (continued)

					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
OUTSIDE AGENCY CONTRIBUTIONS	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
VISITING NURSES ASSOCIATION	500	500	500	500	500	500	
KEVIN'S COMMUNITY CENTER	45,000	45,000	45,000	45,000	45,000	45,000	
REGIONAL HOSPICE	5,500	5,500	5,500	5,500	5,500	5,500	
VETERANS' GUIDANCE SUPPLIES	100	60	250	250	250	250	
NW REGIONAL MENTAL BOARD	2,941	2,953	3,037	3,037	3,061	3,061	
DANBURY REG CHILD ADVOCACY	2,750	2,750	2,750	2,750	2,750	2,750	
WOMEN'S CENTER OF DANBURY	10,000	10,000	10,000	10,000	10,000	10,000	
ABILITY BEYOND DISABILITY	4,050	4,500	4,500	4,500	4,500	4,500	
THE VOLUNTEER CENTER	1,000	1,000	1,000	1,000	1,000	1,000	
NEWTOWN PARENT CONNECTION	20,000	20,000	20,000	20,000	20,000	20,000	
AMOS HOUSE	3,300	-	-	-	-	-	
LITERACY VOLUNTEERS	900	-	-	-	-	-	
SHELTER OF THE CROSS	2,250	-	-	-	-	-	
WeCAHR	900	-	-	-	-	-	
	99,191	92,263	92,537	92,537	92,561	92,561	

Department Request vs. First Selectman Recommendation (continued)

LAND USE					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
LAND USE	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
LAND USE AGENCY DIRECTOR	74,675	75,687	75,795	77,121	78,432	78,932	$500 salary enhancement
ADMINISTRATION	278,515	261,872	275,157	276,392	279,333	279,833	$500 salary enhancement
COURT STENOGRAPHER	-	2,550	3,000	3,000	3,000	3,000	
MEDICAL BENEFITS	-	75,449	74,086	74,086	82,964	82,964	
FICA	-	25,953	26,848	26,848	27,330	27,446	salary enhancement
LIFE INSURANCE	-	1,471	1,513	1,513	1,745	1,745	
PENSION	-	12,895	12,768	12,768	11,452	11,452	
LONG TERM DISABILITY	-	640	750	750	1,009	1,009	
DUES / SUBSCRIPTIONS / TRAVEL	1,871	2,880	3,000	3,000	3,000	3,000	
MAPS & PRINTING	913	798	1,500	1,500	1,500	1,500	
OPEN SPACE INDEXING	4,861	4,665	5,000	5,000	5,000	5,000	
CLOTHING	502	832	975	975	975	975	
CONTRACTUAL SERVICES	15,620	24,080	27,800	27,800	27,800	27,800	
LEGAL SERVICES	86,549	78,648	70,000	70,000	70,000	70,000	
CAPITAL	2,122	1,778	2,400	2,400	2,400	2,400	
	465,629	570,199	580,591	583,152	595,940	597,055	
NW CONSERVATION DISTRICT							
NW CONSERVATION DISTRICT	500	1,000	1,040	1,040	1,500	1,500	

Department Request vs. First Selectman Recommendation (continued)

RECREATION & LEISURE					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
PARKS AND RECREATION	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
DIRECTOR	67,000	67,908	68,005	69,195	70,371	70,871	$500 salary enhancement
ADMINISTRATION	291,568	265,810	264,126	266,176	268,202	268,202	
PARK MAINTAINER OVERTIME	51,091	52,732	53,282	53,282	53,282	53,282	
PARK MAINTAINER SALARY	379,298	400,248	442,797	442,797	452,139	452,139	
SUMMER PROGRAM	84,077	83,886	87,854	101,054	95,120	95,120	
LIFE GUARDS	93,578	85,963	98,990	85,790	101,604	101,604	
RANGERS & GATE ATTENDANTS	56,889	58,910	59,410	59,410	59,410	59,410	
PART TIME STAFF	17,854	16,455	21,900	21,900	21,900	21,900	
MEDICAL BENEFITS	-	257,118	254,806	254,806	259,232	259,232	
FICA	-	82,096	84,626	84,626	84,588	84,626	salary enhancement
LIFE INSURANCE	-	2,079	2,121	2,121	3,186	3,186	
RECREATION SUPPLIES	9,495	9,489	9,650	9,650	10,000	10,000	
PENSION	-	35,199	34,412	34,412	31,453	31,453	
LONG TERM DISABILITY	-	1,726	2,070	2,070	2,346	2,346	
SIGNS	5,653	5,747	6,000	6,000	7,000	7,000	
EDUCATION & TRAINING	5,765	10,285	10,975	10,975	10,975	10,975	
UTILITIES	53,882	37,831	-	-	-	-	
POOL EXPENSES	32,560	32,338	32,342	32,342	32,342	32,342	
SAFETY CLOTHES & ALLOWANCES	13,057	12,459	12,650	12,650	12,650	12,650	
GENERAL MAINTENANCE	31,621	31,619	31,700	31,700	33,285	33,285	
GROUNDS MAINTENANCE	116,716	116,700	117,161	117,161	123,019	123,019	
TRAIL MAINTENANCE	5,671	6,117	6,200	6,200	7,200	7,200	
CONTRACTUAL SERVICES	264,406	278,956	280,000	280,000	280,000	280,000	
CAPITAL	166,679	176,500	192,000	192,000	196,500	196,500	
	1,746,859	2,128,171	2,173,076	2,176,316	2,215,804	2,216,342	

Department Request vs. First Selectman Recommendation (continued)

					2013 - 2014 BUDGET		
LIBRARY	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	**DEPARTMENT**	**1st SELECTMAN**	
	ACTUALS	ACTUALS	ADOPTED	AMENDED	**REQUEST**	**PROPOSED**	COMMENTS
LIBRARY	1,011,562	1,043,669	1,052,813	1,052,813	1,118,428	1,118,428	
LIFE INSURANCE	-	558	569	569	558	558	
PENSION	-	3,152	3,110	3,110	2,730	2,730	
LONG TERM DISABILITY	-	1,166	1,366	1,366	1,480	1,480	
	1,011,562	1,048,545	1,057,858	1,057,858	1,123,196	1,123,196	
NEWTOWN CULTURAL ARTS COMM							
NEWTOWN CULTURAL ARTS COMM	2,000	2,000	2,000	2,000	5,000	5,000	
NEWTOWN PARADE COMMITTEE							
NEWTOWN PARADE COMMITTEE	961	6,229	1,500	1,500	1,500	1,500	
CONTINGENCY							
CONTINGENCY							
CONTINGENCY FUND	-	-	250,000	201,141	250,000	250,000	

Department Request vs. First Selectman Recommendation (continued)

DEBT SERVICE					2013 - 2014 BUDGET		
	2010 - 2011	2011 - 2012	2012 - 2013	2012 - 2013	DEPARTMENT	1st SELECTMAN	
DEBT SERVICE	ACTUALS	ACTUALS	ADOPTED	AMENDED	REQUEST	PROPOSED	COMMENTS
PRINCIPAL	6,784,556	6,727,504	7,387,177	7,387,177	7,481,211	7,481,211	
INTEREST	2,499,469	2,606,757	2,672,612	2,672,612	2,577,713	2,577,713	
BONDING EXPENSE	6,150	10,000	-	-	-	-	
	9,290,175	9,344,261	10,059,789	10,059,789	10,058,924	10,058,924	
OTHER FINANCING USES							
TOWN HALL BOARD OF MANAGERS							
TOWN HALL BOARD OF MANAGERS	170,000	165,000	147,000	147,000	125,000	100,000	
MEDICAL BENEFITS	-	52,749	51,129	51,129	45,305	45,305	
LIFE INSURANCE	-	227	232	232	224	224	
PENSION	-	3,698	3,659	3,659	1,686	1,686	
LONG TERM DISABILITY	-	273	431	431	341	341	
	170,000	221,946	202,451	202,451	172,556	147,556	
RESERVE FOR CAP & NON-REC.EXP.							
RESERVE CAP & NON RECURRING	-	225,000	250,000	250,000	250,000	250,000	
TRANSFER OUT - CAP PROJECT							
TRANSFER OUT - CAP PROJECT	-	41,000	-	-	41,000	41,000	
GRAND TOTAL	36,431,166	36,756,927	37,791,044	37,791,044	38,683,447	38,522,199	

BUDGET ADJUSTMENTS

- **BOARD OF SELECTMEN**
- **BOARD OF FINANCE**
- **LEGISLATIVE COUNCIL**

TOWN OF NEWTOWN

2013 - 2014 BUDGET - BOARD OF SELECTMEN ADJUSTMENTS TO FIRST SELECTMAN PROPOSED

MEETING DATE FUNCTION / DEPARTMENT / ACCOUNT 2/4/2013	2013-2014 BUDGET 1st SELECTMAN PROPOSED	BOARD OF SELECTMEN ADJUSTMENTS	2013-2014 BUDGET BOARD OF SELECTMEN PROPOSED	COMMENTS
OTHER FINANCING USES				
EDMOND TOWN HALL BOARD OF MGRS				
Town Hall Board of Managers Contribution	100,000	(7,000)	93,000	If the ETH BOM find themselves in an operating deficit, they can request a transfer from contingency.
TOTAL BOARD OF SELECTMEN ADJUSTMENTS		(7,000)		

TOWN OF NEWTOWN

2013 - 2014 BUDGET - BOARD OF FINANCE RECOMMENDED ADJUSTMENTS

FUNCTION / DEPARTMENT / ACCOUNT	2013-2014 BUDGET BOARD OF SELECTMEN PROPOSED	BOARD OF FINANCE ADJUSTMENTS	2013-2014 BUDGET BOARD OF FINANCE RECOMMENDED	COMMENTS
3/11/2013				
CONTINGENCY				
CONTINGENCY	250,000	420,000	670,000	Adjustment is for added security at the schools
HEALTH & WELFARE				
OUTSIDE AGENCIES				
Non Public School Security	-	150,000	150,000	A grant for non public school (3) security
TOTAL ADJUSTMENTS 3/11/2013		570,000		

2013 - 2014 BUDGET - BOARD OF FINANCE RECOMMENDED ADJUSTMENTS

FUNCTION / DEPARTMENT / ACCOUNT 3/13/2013	2013-2014 BUDGET BOARD OF SELECTMEN PROPOSED	BOARD OF FINANCE ADJUSTMENTS	2013-2014 BUDGET BOARD OF FINANCE RECOMMENDED	COMMENTS
PUBLIC SAFETY				
POLICE				
Chief of Police	108,399	1,601	110,000	Salary enhancement
Captain	96,614	1,000	97,614	Salary enhancement
PUBLIC WORKS				
HIGHWAY				
Equipment Fuel	486,800	(30,663)	456,137	Savings on fuel bid (after BOS budget)
PUBLIC BUILDING MAINTENANCE				
Heat	85,220	(2,616)	82,604	Savings on fuel bid (after BOS budget)
EDUCATION	BOARD OF EDUCATION PROPOSED			
BOARD OF EDUCATION	72,845,304	(750,000)	72,095,304	BOF adjustment to BOE bottom line.
				BOF justification (for informational purposes):
				fuel savings $174,000
				security guard (per BOE) 26,000
				building maint.(5yr smooth) 250,000
				tech equip. (5yr smooth) 150,000
				OPEB reduction 100,000
				misc. 50,000
TOTAL ADJUSTMENTS 3/13/2013		(780,678)		Total $750,000

TOWN OF NEWTOWN

2013 - 2014 BUDGET - LEGISLATIVE COUNCIL ADJUSTMENTS (AFTER FIRST REFERENDUM)

FUNCTION / DEPARTMENT / ACCOUNT	2013-2014 BUDGET LEGISLATIVE COUNCIL ADOPTED	ADJUSTMENT	2013-2014 BUDGET LEGISLATIVE COUNCIL ADOPTED	COMMENTS
4/30/2013				
CONTINGENCY				
CONTINGENCY	670,000	(150,000)	520,000	SCHOOL SECURITY WILL REMAIN INTACT. ONE POSITION WILL BE COVERED BY CURRENT POLICE BUDGET. EMPLOYEE MEDICAL BENEFITS ARE TAKEN OUT OF ORIGINAL CALCULATION
EDUCATION				
BOARD OF EDUCATION	72,095,304	(750,000)	71,345,304	

TOWN OF NEWTOWN

2013 - 2014 BUDGET - LEGISLATIVE COUNCIL ADJUSTMENTS (AFTER SECOND REFERENDUM)

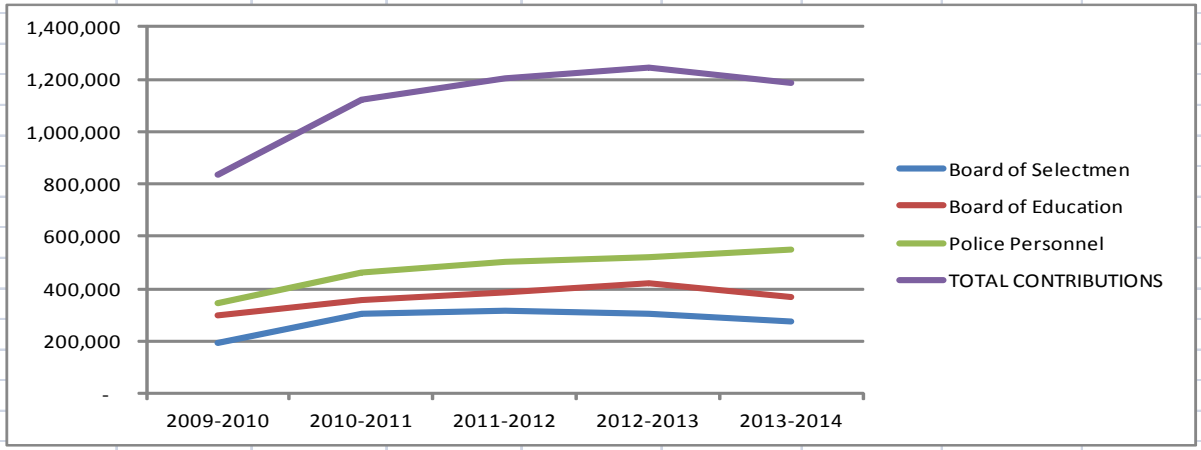
FUNCTION / DEPARTMENT / ACCOUNT	2013-2014 BUDGET LEGISLATIVE COUNCIL ADOPTED	ADJUSTMENT	2013-2014 BUDGET LEGISLATIVE COUNCIL ADOPTED	COMMENTS
5/22/2013				
EDUCATION				
BOARD OF EDUCATION	71,345,304	(300,000)	71,045,304	

NOTE: The Board of Selectmen budget passed in the second referendum.

PENSION TRUST FUND

The Town contributes to three pension plans: Selectmen and Board of Education Personnel, Police Personnel and Elected Officials. Two of the plans, the Selectmen and Board of Education Personnel and the Police Personnel, are single employer, contributory, defined benefit pension plans. The Elected Officials plan is a single employer defined contribution pension plan. All three plans are included in one pension trust fund. The departments in the budget are charged their share of the pension contribution amount according to a percent of payroll figure determined by the actuary. The last five years of pension contributions made are presented below:

PENSION - ANNUAL REQUIRED CONTRIBUTIONS (ARC):	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
Board of Selectmen & Board of Education Personnel:					
Board of Selectmen	192,441	306,790	313,102	306,465	272,205
Board of Education	299,781	357,015	386,163	421,807	365,780
Police Personnel	342,670	460,540	502,513	517,812	548,620
TOTAL CONTRIBUTIONS	834,892	1,124,345	1,201,778	1,246,084	1,186,605
% increase		35%	7%	4%	-5%



Pension –continued-

The large increase in 2010-2011 was due to investment losses due to the economic down turn.

The most current actuarial report for each plan, which states the annual required contribution (ARC), which is the total amount funded in the budget, can be found on the Town web site under the Pension Committee.http://www.newtown-ct.gov/Public_Documents/NewtownCT_BComm/pension

PENSION RECAP:					
DEPT.	BOS PENSION	POLICE PENSION	457 PLAN	ELECTED OFFICIALS	TOTAL
1st SELECTMAN				8,593	8,593
HUMAN RESOURCES				3,570	3,570
SOCIAL SERVICES	1,407				1,407
TAX COLLECTOR	7,564				7,564
TOWN CLERK	4,064			4,141	8,205
ASSESSOR	6,434				6,434
FINANCE	14,052		10,000		24,052
TECHNOLOGY	7,361				7,361
SENIOR SERVICES	4,548				4,548
COMMUNICATIONS	20,328				20,328
POLICE	7,462	548,620	4,336		560,418
FIRE	6,050				6,050
CANINE	3,373				3,373
BUILDING	10,544				10,544
LAND USE	11,452				11,452
PUBLIC WORKS	90,694				90,694
LAND FILL	6,406				6,406
PARKS & RECREATION	31,453				31,453
BUILDING MAINT	5,594				5,594
ECONOMIC & COMM DEV	3,570				3,570
TOWN HALLBOM	1,686				1,686
CHILDREN'S ADVENT	12,647				12,647
HEALTH DIST	10,439				10,439
LIBRARY	2,730				2,730
TOTAL GENERAL FUND	269,858	548,620	14,336	16,304	849,118
SEWER FUND	2,347				
GRAND TOTAL	272,205	548,620	14,336	16,304	849,118

MEDICAL SELF INSURANCE FUND

The Town (both municipal and education) made the decision to go self insured for medical benefits (from a premium based plan) for the fiscal year 2010-2011. To reduce some risk the Town has purchased individual stop loss insurance in the amount of $175,000 per claim and aggregate stop loss insurance covering any claims over 125% of the aggregate expected claims. In January 2011 the Legislative Council passed an ordinance creating the Self-funded Health Insurance Fund Committee:

SELF-FUNDED HEALTH INSURANCE FUND AND COMMITTEE ORDINANCE

§ 1 Title
This article shall be known and may be cited as the "Self-Funded Health Insurance Fund and Committee Ordinance".

§ 2 Creation of Fund and Committee
The Town of Newtown, hereinafter referred to as the "Town", by this Ordinance, authorizes the creation of the "Self-Funded Health Insurance Fund," hereinafter referred to as the "Fund," whose purpose is described below; and also authorizes the creation of the "Self-funded Health Insurance Fund Committee," hereinafter referred to as the "Committee" whose responsibilities are described below.

§ 3 Purpose of Fund
The purpose of this Fund is to hold funds to pay claims made by municipal and School District employees of the Town as required in fulfilling employee health insurance obligations of the Town of Newtown, and other such liabilities relating to those claims and obligations.

§ 4 Partner or Partners
For the purposes of this Ordinance it is the intention of the Town of Newtown to have the Board of Selectman and Board of Education, work collaboratively as "partner" or "partners," in connection with the Fund and the benefits paid by the Fund pursuant to the above paragraph.

§ 5 Responsibilities of the Committee

The Committee Shall:

a. Serve the interests of the Municipal and Education departments of the Town.
b. Recommend the level of annual or other contributions to the Fund by the Town and apportionment to each of the Partners, in consultation with the insurance consultant in his work with the insurance provider.
c. Serve as an information bridge between the town insurance consultant and the Partners.
d. Work with the Town and the insurance consultant as needed in any matters pertaining to health benefits.

§ 6 Members of Committee; Appointment; Terms of Office

a. There shall be three volunteer members of the Committee, with a preference for those who have relevant expertise and knowledge in finance, healthcare, and/or insurance.
b. Members shall be appointed by the First Selectman with the approval of the Board of Selectmen to serve a three year term. Initially, the First Selectman shall appoint one member for a one year term, one member for a two year term and one member for a three-year term.
c. There shall be two alternates each appointed for a two-year term. The term of the alternates shall run from January 1 of the even year through December 31 of the ensuing year. If a regular member of the Committee is absent, the Chairman of the Committee shall designate an alternate to act in the absent member's place, choosing the alternates in rotation so that they shall act as nearly equal a number of times as possible.

§ 7 Chairman; Clerk.

a. The Committee shall elect a Chairman, to serve for a term of one year.
b. The Chairman shall preside at meetings and public hearings.
c. The Committee shall utilize a clerk whose responsibility is the taking of minutes at all meetings, typing and filing the same, and performing all other clerical or recording services for the Committee.

§ 8 Meetings

a. The Committee shall meet quarterly and at other times as the Chairman deems necessary.
b. The Chairman shall prepare an agenda prior to each meeting and distribute a copy to each Committee member.

§ 9 Self-Funded Health Insurance Fund

a. The Fund exists only to pay healthcare claims and related expenses of the plan and shall not be used for any other purpose.
b. The Fund will build a reasonable (not to exceed three months of payments) balance to ensure that claims of covered employees can be paid during a high claim year.
c. Investments of the Fund balance will be made in accordance with the Town's investment policy.
d. In the event the Fund is terminated, any balance shall revert back to the general fund of the Town (after all self insurance claims have been paid) and shall be used to defray the Partners' future health insurance costs and obligations.
e. The Fund shall continue year to year without lapsing unless terminated by the Town.

§ 10Severability

The provisions of this ordinance are declared to be severable and the invalidity of any portion thereof shall not affect the validity of the remainder.

Budgeted contributions to the medical self insurance fund have increase by 4% (in total). Changes in the individual department amounts vary due to changes in individual plans and personnel.

MEDICAL SELF INSURANCE FUND - DEPARTMENT SUMMARY - 2013/14

DEPT	BUDGET AMOUNT	
Selectmen	19,613	
Human Resources	15,444	
Tax Collector	78,106	
Town Clerk	58,114	
Assessor	42,657	
Finance	77,497	
Technology	50,501	
Econ & Comm Dev	2,000	
Communications	96,554	
Police	780,237	
Canine	26,608	
Fire	23,613	
Building	90,510	
Highway	596,654	
Landfill	38,947	
Building Maintenance	42,738	
Social Services	35,276	
Senior Center	23,733	
Land Use	82,964	
Parks & Recreation	259,232	
Edmond Town Hall	45,305	
Library	0	
Youth & Family Svs	29,931	
Health District	89,777	
Children's Adventure Ctr	138,392	***
RETIRED	55,197	
	2,799,600	

*** includes CAC increased share of $42,098

TOWN OF NEWTOWN
MEDICAL SELF INSURANCE FUND ANALYSIS @ JANUARY 24, 2013
FISCAL YEAR 2012 - 2013 FORCAST

FUND BALANCE @ JULY 1, 2012		2,339,622
ESTIMATED REVENUES		
EMPLOYER CONTRIBUTIONS:		
MUNICIPAL	2,689,000	
EDUCATION	7,400,000	10,089,000
EMPLOYEE CONTRIBUTIONS:		
MUNICIPAL	235,000	
EDUCATION	1,700,000	1,935,000
RETIREE/COBRA/AGENCY CONTRIBUTIONS:		
MUNICIPAL	290,000	
EDUCATION	441,000	731,000
INTEREST EARNED ON INVESTMENTS		3,503
TOTAL REVENUES		12,758,503
ESTIMATED EXPENSES		
CLAIMS/NAF:		
MUNICIPAL		
EDUCATION		11,673,000
ADMINISTRATIVE FEES:		
MUNICIPAL		
EDUCATION		842,000
CONSULTANT FEES		50,000
TOTAL EXPENSES		12,565,000
ESTIMATED FUND BALANCE @ JUNE 30, 2013		2,533,125
25% OF TOTAL CLAIMS =	2,918,250	

TOWN OF NEWTOWN
MEDICAL SELF INSURANCE FUND ANALYSIS @ JANUARY 24, 2013
FISCAL YEAR 2013 - 2014 FORECAST

ESTIMATED FUND BALANCE @ JULY 1, 2013		2,533,125
ESTIMATED REVENUES		
EMPLOYER CONTRIBUTIONS:		
MUNICIPAL	2,797,000	
EDUCATION	7,696,000	10,493,000
EMPLOYEE CONTRIBUTIONS:		
MUNICIPAL	240,000	
EDUCATION	1,700,000	1,940,000
RETIREE/COBRA/AGENCY CONTRIBUTIONS:		
MUNICIPAL	270,000	
EDUCATION	441,000	711,000
INTEREST EARNED ON INVESTMENTS		4,000
TOTAL REVENUES		13,148,000
ESTIMATED EXPENSES		
CLAIMS/NAF:		
MUNICIPAL		
EDUCATION		12,139,920
ADMINISTRATIVE FEES:		
MUNICIPAL		
EDUCATION		908,000
CONSULTANT FEES		50,000
TOTAL EXPENSES		13,097,920
ESTIMATED FUND BALANCE @ JUNE 30, 2014		2,583,205

	Medical Premium Cost Share Percentage (%):						
	TOWN						
	Non Union			11%			
	Town Hall			9%			
	Police			10%	→	11%	
	Dispatch			11%			
	Public Works			8%			
	Parks & Recreation			9%	→	10%	
	AGENCIES						
	Edmond Town Hall			10%			
	Library			100%			
	Youth & Family Svs			39%			
	Health District			10%			
	Children's Adventure Ctr			28%	→	50%	

Historical Actuals Comparison Report (4 Year)

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
	2009-10	2010-11	2011-12	2012-13	2012-13
01100 SELECTMEN					
01100 1001 SELECTMAN SALARY	97,333.00	97,333.00	97,333.00	56,153.70	97,333.00
01100 1002 EXEC ASST	99,850.00	99,850.00	43,848.00	26,003.49	45,115.00
01100 1007 TOWN HALL O.T., ED., LONGEVITY	7,218.14	10,000.00	9,307.00	7,980.05	9,350.00
01100 2001 MEDICAL BENEFITS	.00	.00	19,722.23	19,125.00	19,125.00
01100 2002 FICA	.00	.00	11,183.00	6,401.27	11,183.00
01100 2003 LIFE INSURANCE	.00	.00	162.15	129.89	167.00
01100 2005 PENSION	.00	.00	8,432.00	8,471.00	8,471.00
01100 2007 LONG TERM DISABILITY	.00	.00	342.96	203.98	402.00
01100 2013 SELECTMAN EXPENSES	3,266.03	13,347.91	2,682.80	2,432.96	3,000.00
01100 4061 LEGAL SERVICES	59,775.00	60,000.00	60,000.00	25,000.00	60,000.00
01100 4063 LEGAL SERVICES-OTHER	208,728.45	195,375.80	101,942.96	42,585.81	75,000.00
TOTAL SELECTMEN	476,170.62	475,906.71	354,956.10	194,487.15	329,146.00
01105 SELECTMEN - OTHER					
01105 1002 CLERKS	36,249.00	35,047.00	32,267.81	18,242.00	38,225.00
01105 2002 FICA	.00	.00	706.42	860.28	1,755.00
01105 2011 OFFICE SUPPLIES	42,714.05	50,166.67	57,649.69	21,660.72	52,745.00
01105 2014 LEASING	59,018.40	59,605.64	63,429.53	28,238.02	34,650.00
01105 2015 LEGAL ADVERTISING	23,083.80	20,430.12	20,086.96	10,572.85	18,000.00
01105 2016 POSTAGE	46,717.85	48,447.63	50,485.98	13,524.29	50,000.00
01105 2024 COPIERS	32,982.15	32,289.00	32,883.49	14,737.34	35,100.00
01105 3051 REPAIR/MAINTENANCE	4,016.90	8,621.68	2,097.52	960.00	7,500.00
TOTAL SELECTMEN - OTHER	244,782.15	254,607.74	259,607.40	108,795.50	237,975.00
01108 HUMAN RESOURCES					
01108 1001 HUMAN RESOURCE ADMINISTRATOR	.00	.00	57,418.32	33,734.11	58,506.00
01108 2001 MEDICAL BENEFITS	.00	.00	15,512.71	15,034.00	15,034.00
01108 2002 FICA	.00	.00	4,314.03	2,505.48	4,399.00
01108 2003 LIFE INSURANCE	.00	.00	186.00	124.00	190.00
01108 2005 PENSION	.00	.00	3,399.00	3,450.00	3,450.00
01108 2007 LONG TERM DISABILITY	.00	.00	141.60	83.86	166.00
01108 2011 SERVICES & SUPPLIES	.00	.00	21,815.00	17,487.00	25,000.00
01108 4060 FEES & PROF SERVICES	.00	.00	17,549.00	793.50	5,000.00
TOTAL HUMAN RESOURCES	.00	.00	120,335.66	73,211.95	111,745.00

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
01110 SOCIAL SERVICES					
01110 1001 DIRECTOR-HUMAN SERVICES	51,389.00	51,389.00	52,085.78	30,601.49	53,073.00
01110 1002 SECRETARY	29,412.00	29,384.82	30,610.95	20,357.42	35,040.00
01110 2001 MEDICAL BENEFITS	.00	.00	35,665.43	34,577.00	34,577.00
01110 2002 FICA	.00	.00	6,320.60	3,906.19	6,671.00
01110 2003 LIFE INSURANCE	.00	.00	680.53	589.39	701.00
01110 2005 PENSION	.00	.00	1,426.00	1,603.00	1,603.00
01110 2007 LONG TERM DISABILITY	.00	.00	211.56	121.52	248.00
01110 2015 DUES,CONFERENCE,SUBS	65.00	100.00	70.00	.00	100.00
01110 2030 WELFARE ALLOTMENT	3,084.00	3,953.80	3,560.00	490.00	4,000.00
TOTAL SOCIAL SERVICES	83,950.00	84,827.62	130,630.85	92,246.01	136,013.00
01140 TAX COLLECTOR					
01140 1001 TAX COLLECTOR	62,818.04	62,818.04	63,806.04	43,367.27	65,206.00
01140 1002 CLERICAL	124,442.52	127,322.87	127,552.76	96,266.85	136,050.00
01140 2001 MEDICAL BENEFITS	.00	.00	79,248.61	76,834.00	76,834.00
01140 2002 FICA	.00	.00	14,650.00	10,474.88	15,297.00
01140 2003 LIFE INSURANCE	.00	.00	1,390.00	606.67	1,418.00
01140 2005 PENSION	.00	.00	8,579.00	8,507.00	8,507.00
01140 2007 LONG TERM DISABILITY	.00	.00	516.35	334.04	696.00
01140 2014 TRAVEL & DUES	744.00	331.00	434.00	428.00	450.00
TOTAL TAX COLLECTOR	188,004.56	190,471.91	296,176.76	236,818.71	304,458.00
01160 PROBATE COURT					
01160 2011 SUPPLIES	3,408.45	3,499.23	6,159.71	.00	6,860.00
01160 3050 MAINTENANCE	.00	500.00	.00	.00	.00
TOTAL PROBATE COURT	3,408.45	3,999.23	6,159.71	.00	6,860.00
01170 TOWN CLERK					
01170 1001 TOWN CLERK	65,710.00	65,710.00	66,601.19	39,129.35	67,863.00
01170 1002 ASSISTANT TOWN CLERKS	100,826.25	95,066.53	99,236.81	58,364.99	101,224.00

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
01170 2001 MEDICAL BENEFITS	.00	.00	58,575.20	57,626.00	57,626.00
01170 2002 FICA	.00	.00	12,311.87	7,323.33	12,846.00
01170 2003 LIFE INSURANCE	.00	.00	809.82	612.35	834.00
01170 2005 PENSION	.00	.00	8,681.00	8,632.00	8,632.00
01170 2007 LONG TERM DISABILITY	.00	.00	406.32	245.00	476.00
01170 2015 DUES	2,635.90	2,498.00	2,060.00	728.00	3,000.00
01170 2026 INDEXING	41,352.79	46,863.62	37,505.73	22,171.01	30,000.00
01170 2028 VITAL STATISTICS	450.00	442.00	416.00	.00	1,200.00
01170 4003 ANNUAL REPORT	1,995.97	2,483.83	2,492.27	.00	2,500.00
TOTAL TOWN CLERK	212,970.91	213,063.98	289,096.21	194,832.03	286,201.00
01180 REGISTRARS					
01180 1001 REGISTRARS	56,439.00	58,416.06	58,439.16	34,284.16	59,463.00
01180 1002 DEP. REGISTRARS/CLERK	10,365.66	12,480.39	15,829.52	9,515.10	18,200.00
01180 1004 TYPIST-CANVASS CARDS	795.00	800.00	84.75	.00	.00
01180 1005 REFERENDA	23,333.91	22,490.09	23,239.25	7,668.10	10,300.00
01180 1006 PRIMARIES	.00	18,987.63	8,563.46	12,994.68	.00
01180 1007 ELECTION WORKERS	26,871.51	21,802.75	25,151.32	29,822.42	26,650.00
01180 1009 MACHINE EXAMINER	.00	1,910.00	.00	.00	898.00
01180 2002 FICA	.00	.00	6,452.43	4,097.59	6,324.00
01180 2014 EDUCATION & TRAINING	2,508.29	4,423.11	2,809.65	1,587.16	3,330.00
01180 2015 DUES	100.00	100.00	120.00	120.00	120.00
TOTAL REGISTRARS	120,413.37	141,410.03	140,689.54	100,089.21	125,285.00
01190 TAX ASSESSOR					
01190 1001 ASSESSOR	67,499.90	67,499.90	68,415.70	40,195.40	69,712.00
01190 1002 DEP ASSESSOR, DATA ENTRY CLERK	137,508.44	139,690.09	105,404.23	51,444.61	89,366.00
01190 2001 MEDICAL BENEFITS	.00	.00	62,971.87	41,927.00	41,927.00
01190 2002 FICA	.00	.00	12,607.27	6,861.87	12,077.00
01190 2003 LIFE INSURANCE	.00	.00	939.00	573.78	958.00
01190 2005 PENSION	.00	.00	8,779.00	7,058.00	7,058.00
01190 2007 LONG TERM DISABILITY	.00	.00	413.76	230.23	538.00
01190 2015 SCHOOL,DUES,PUBLICATIONS	5,215.69	5,556.00	6,073.27	896.63	6,668.00
01190 2034 SAFETY CLOTHS & ALLOWANCE	.00	75.00	.00	.00	.00
01190 4061 FIELD SERVICE	.00	12,500.00	7,500.00	1,500.00	6,000.00
TOTAL TAX ASSESSOR	210,224.03	225,320.99	273,104.10	150,687.52	234,304.00
01200 FINANCE					

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
01200 1001 FINANCIAL DIRECTOR	124,999.94	124,999.94	126,694.77	76,254.86	134,375.00
01200 1002 CLERICAL	132,917.77	134,724.04	137,536.16	82,359.33	139,807.00
01200 1003 ASST FINANCIAL DIRECTOR	64,477.00	64,477.00	65,384.57	40,425.06	67,671.00
01200 2001 MEDICAL BENEFITS	.00	.00	78,638.09	76,678.00	76,678.00
01200 2002 FICA	.00	.00	23,999.00	14,035.27	23,875.00
01200 2003 LIFE INSURANCE	.00	.00	1,820.93	941.47	1,857.00
01200 2005 PENSION	.00	.00	25,613.00	25,445.00	25,445.00
01200 2007 LONG TERM DISABILITY	.00	.00	814.92	780.68	955.00
01200 2014 EDUCATION & TRAINING	1,737.62	3,505.17	3,533.64	652.50	2,900.00
01200 2015 SUBSCRIPTIONS	343.50	423.48	374.40	363.40	375.00
01200 2017 TECHNOLOGY MAINTENANCE	1,038.00	3,685.00	1,012.50	2,942.46	3,000.00
TOTAL FINANCE	325,513.83	331,814.63	465,421.98	320,878.03	476,938.00
01205 TECHNOLOGY DEPARTMENT					
01205 1001 TECHNOLOGY/GIS MANAGER	83,500.00	83,500.00	84,632.51	49,723.03	86,236.00
01205 1002 TECHNOLOGY ADMINISTRATION	59,574.98	79,889.70	94,487.16	58,877.33	98,639.00
01205 2001 MEDICAL BENEFITS	.00	.00	42,476.00	49,196.00	49,196.00
01205 2002 FICA	.00	.00	12,888.16	7,670.61	13,720.00
01205 2003 LIFE INSURANCE	.00	.00	514.14	264.12	529.00
01205 2005 PENSION	.00	.00	8,070.00	7,925.00	7,925.00
01205 2007 LONG TERM DISABILITY	.00	.00	426.84	257.04	500.00
01205 2014 DUES, TRAVEL, & TRAINING	657.45	8,500.00	9,361.54	4,379.51	10,300.00
01205 3050 MAINTENANCE	68,730.38	81,576.86	87,573.20	90,956.85	144,710.00
01205 5080 CAPITAL	36,086.36	29,380.00	31,578.11	125.20	45,900.00
TOTAL TECHNOLOGY DEPARTMENT	248,549.17	282,846.56	372,007.66	269,374.69	457,655.00
01220 SENIOR SERVICES					
01220 1001 SENIOR SERVICES ADMINISTRATION	110,290.06	106,011.93	111,688.56	65,728.65	119,772.00
01220 2001 MEDICAL BENEFITS	.00	.00	31,364.12	31,329.00	31,329.00
01220 2002 FICA	.00	.00	8,470.01	4,979.83	9,093.00
01220 2003 LIFE INSURANCE	.00	.00	708.99	466.24	723.00
01220 2005 PENSION	.00	.00	5,121.00	5,075.00	5,075.00
01220 2007 LONG TERM DISABILITY	.00	.00	259.34	161.84	260.00
01220 2017 DUES & TRAVEL	945.46	568.82	80.92	50.00	1,050.00
01220 2022 SENIOR CENTER OPERATE EXPENSES	32,649.87	27,447.30	29,264.08	14,479.79	27,000.00
01220 4061 MINI-BUS	135,500.00	135,500.00	135,500.00	67,750.02	135,500.00
TOTAL SENIOR SERVICES	279,385.39	269,528.05	322,457.02	190,020.37	329,802.00

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
01230 TOWN HALL BOARD OF MANAGERS					
01230 0000 TOWN HALL BOARD OF MANAGERS	190,000.00	170,000.00	165,000.00	90,414.59	147,000.00
01230 2001 MEDICAL BENEFITS	.00	.00	52,748.60	51,129.00	51,129.00
01230 2003 LIFE INSURANCE	.00	.00	227.00	148.81	232.00
01230 2005 PENSION	.00	.00	3,698.00	3,659.00	3,659.00
01230 2007 LONG TERM DISABILITY	.00	.00	272.53	159.60	431.00
TOTAL TOWN HALL BOARD OF MANAG	190,000.00	170,000.00	221,946.13	145,511.00	202,451.00
01240 UNEMPLOYMENT					
01240 2001 UNEMPLOYMENT ACT	10,617.00	16,865.00	39,660.00	5,746.00	15,000.00
01240 2002 FICA	806,895.08	813,740.21	.00	.00	.00
TOTAL UNEMPLOYMENT	817,512.08	830,605.21	39,660.00	5,746.00	15,000.00
01260 PENSION FUND					
01260 2001 TOWN & POLICE PLAN	535,111.00	767,330.00	.00	.00	.00
01260 2002 ELECTED OFFICIALS	15,654.00	15,774.00	.00	.00	.00
01260 2011 SERVICES & SUPPLIES	21,985.00	24,175.00	.00	.00	.00
TOTAL PENSION FUND	572,750.00	807,279.00	.00	.00	.00
01270 OPEB CONTRIBUTION					
01270 2001 MEDICAL BENEFITS	2,988,577.45	2,958,936.00	.00	57,581.00	57,581.00
01270 2002 AGENCY COST SHARE	-218,700.92	.00	.00	.00	.00
01270 2003 LIFE INSURANCE	29,920.21	37,418.57	.00	.00	.00
01270 2004 LONG TERM DISABILITY	27,395.32	26,638.16	.00	.00	.00
01270 2005 OPEB CONTRIBUTION	150,000.00	166,000.00	412,146.47	100,000.00	100,000.00
01270 2006 MISC BENEFITS	26,464.50	26,948.50	.00	.00	.00
TOTAL OPEB CONTRIBUTION	3,003,656.56	3,215,941.23	412,146.47	157,581.00	157,581.00
01280 PROFESSIONAL ORGANIZATIONS					
01280 0000 HVCEO	17,123.00	17,123.00	17,123.00	8,732.50	17,465.00

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
01280 0003 CCM	15,103.00	15,103.00	15,103.00	15,103.00	15,103.00
01280 0004 NATIONAL LEAGUE OF CITIES	1,861.00	1,861.00	1,861.00	1,861.00	1,861.00
01280 0005 COST	1,225.00	1,225.00	1,225.00	1,225.00	1,225.00
01280 3000 REGIONAL BROWNFIELDS PARTNER	800.00	800.00	800.00	.00	800.00
TOTAL PROFESSIONAL ORGANIZATIO	36,112.00	36,112.00	36,112.00	26,921.50	36,454.00
01300 COMMUNICATIONS					
01300 1001 FULL TIME OPERATORS	514,700.00	510,197.77	473,420.72	280,435.16	543,210.00
01300 1005 OVERTIME	66,901.35	79,141.20	121,706.69	61,740.96	80,000.00
01300 2001 MEDICAL BENEFITS	.00	.00	79,341.40	99,094.00	99,094.00
01300 2002 FICA	.00	.00	45,616.52	26,239.31	47,587.00
01300 2003 LIFE INSURANCE	.00	.00	1,165.60	768.80	1,255.00
01300 2005 PENSION	.00	.00	23,540.00	23,031.00	23,031.00
01300 2007 LONG TERM DISABILITY	.00	.00	974.38	623.89	1,122.00
01300 2015 TRAINING	17,230.52	8,311.31	8,000.25	2,675.84	9,000.00
01300 2034 UNIFORMS	2,463.33	3,000.00	2,000.00	810.55	2,000.00
01300 3050 RADIO SYSTEM MAINTENANCE AGREE	30,045.11	31,250.00	32,011.08	18,673.13	32,100.00
01300 4034 EQUIPMENT RENTAL	159,142.76	163,077.99	161,758.89	85,424.53	182,000.00
01300 4060 E911 CONTRACT SERVICE	4,222.00	1,903.73	3,500.00	.00	3,500.00
01300 5080 CAPITAL	.00	.00	26,506.00	26,506.00	26,506.00
TOTAL COMMUNICATIONS	794,705.07	796,882.00	979,541.53	626,023.17	1,050,405.00
01310 POLICE					
01310 1001 CHIEF OF POLICE	99,396.96	99,396.96	100,744.69	59,189.49	102,654.00
01310 1002 CAPTAIN	91,016.00	91,016.00	92,249.87	54,756.23	94,999.00
01310 1003 SWORN PERSONNEL	2,973,004.77	2,953,074.34	3,099,562.62	1,890,495.77	3,180,717.00
01310 1004 CIVILIAN PERSONNEL	205,592.40	213,585.45	182,742.78	104,374.10	186,084.00
01310 1005 POLICE OVERTIME	128,837.93	138,833.99	131,849.49	132,504.30	130,000.00
01310 1006 OVERTIME-CIVILIAN	32.21	24.16	58.63	.00	.00
01310 1007 TRAFFIC GUARDS	15,605.34	16,349.26	16,343.85	5,653.65	16,458.00
01310 2001 MEDICAL BENEFITS	.00	.00	796,508.70	745,477.00	745,477.00
01310 2002 FICA	.00	.00	277,597.00	171,082.87	283,490.00
01310 2003 LIFE INSURANCE	.00	.00	8,923.00	5,764.74	9,101.00
01310 2005 PENSION	.00	.00	514,960.00	526,242.00	530,277.00
01310 2007 LONG TERM DISABILITY	.00	.00	7,615.20	4,955.65	8,673.00
01310 2008 EDUCATION	37,480.79	36,879.98	36,466.20	15,449.77	37,500.00
01310 2010 TELEPHONE/RADIO COMMUNICATIONS	13,338.33	14,168.09	15,800.00	6,208.19	17,400.00

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
01310 2011 PROGRAM EQUIPMENT SUPPLIES	20,000.00	19,952.22	16,930.63	5,378.03	20,000.00
01310 2015 POLICE RECRUITMENT	.00	10,964.69	4,321.19	.00	.00
01310 2026 MISCELLANEOUS	2,999.62	4,480.50	4,467.33	2,971.85	4,500.00
01310 2034 UNIFORM ALLOWANCE	49,515.34	58,389.82	58,421.03	28,133.67	55,750.00
01310 2035 SERVICES	19,988.26	15,366.32	19,971.91	4,511.38	38,830.00
01310 4060 CONTRACTUAL SERVICES	.00	.00	63,080.70	40,531.25	65,000.00
01310 4062 COMPUTER OPERATIONS	149,355.00	155,519.03	156,940.28	150,375.99	170,879.00
01310 5002 PATROL CARS	95,000.00	120,000.00	75,805.80	.00	90,000.00
01310 5080 CAPITAL	.00	.00	15,600.00	3,933.33	15,600.00
TOTAL POLICE	3,901,162.95	3,948,000.81	5,696,960.90	3,957,989.26	5,803,389.00
01320 FIRE					
01320 1001 MARSHALL FEES	133,025.81	132,391.10	136,277.54	78,764.54	136,695.00
01320 1005 SECRETARIAL FEES	35,971.00	36,504.81	39,149.00	23,321.26	39,799.00
01320 1014 MARSHALLS CAR ALLOWANCE	1,700.00	1,350.00	1,775.00	1,175.00	2,500.00
01320 2001 MEDICAL BENEFITS	.00	.00	20,152.00	23,040.00	23,040.00
01320 2002 FICA	.00	.00	13,294.04	7,787.88	13,195.00
01320 2003 LIFE INSURANCE	.00	.00	882.26	593.96	905.00
01320 2005 PENSION	.00	.00	6,808.00	6,714.00	6,714.00
01320 2007 LONG TERM DISABILITY	.00	.00	370.20	222.88	434.00
01320 2011 COMM & MARSHALLS SUPPLIES	2,961.28	1,986.85	896.25	332.78	2,500.00
01320 2012 FIRE CO GRANTS	130,000.00	135,000.00	135,000.00	135,000.00	135,000.00
01320 2015 TRAINING, FIRE PREVENTION	64,106.75	56,977.30	63,608.61	16,775.26	69,000.00
01320 2020 UTILITIES	101,210.82	105,636.09	106,610.41	48,348.12	120,000.00
01320 2021 FIREHOUSE MAINT. & ALARM	15,536.84	19,586.74	55,290.04	5,005.00	21,500.00
01320 2022 RADIO & PAGER SERVICE	26,420.40	18,107.38	17,566.65	5,679.58	26,950.00
01320 2028 HYDRANTS	87,819.52	54,395.93	51,644.72	5,532.38	80,000.00
01320 2029 FIRE HOSE	19,499.46	10,578.48	37,853.30	10,952.26	20,790.00
01320 2035 FIRE FIGHTER SUPPLIES	9,904.98	19,815.38	8,574.32	5,972.62	20,450.00
01320 3050 EQUIPMENT REPAIRS	32,448.26	23,153.46	30,632.33	14,280.30	39,235.00
01320 3051 TRUCK MAINTENANCE	79,370.49	66,397.12	100,193.22	18,793.93	79,625.00
01320 4001 F/F PHYSICALS	13,521.61	9,495.00	12,318.48	6,863.78	22,700.00
01320 4002 F/F INCENTIVE PLAN	226,471.33	236,463.50	278,686.82	174,219.04	240,000.00
01320 4003 INSURANCE	57,055.00	57,331.00	57,546.00	9,300.00	58,700.00
01320 5080 CAPITAL	79,470.13	95,968.76	127,015.07	.00	55,305.00
TOTAL FIRE	1,116,493.68	1,081,138.90	1,302,144.26	598,674.57	1,215,037.00
01330 EMERGENCY MANAGEMENT/DIVE TEAM					
01330 1006 CLERICAL	7,499.96	7,125.00	9,750.00	7,250.00	9,750.00

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
01330 2002 FICA	.00	.00	.00	.00	746.00
01330 2011 SUPPLIES	345.90	268.14	359.35	196.20	400.00
01330 2016 GAS/UTILITIES	3,718.27	4,372.25	4,924.58	1,519.24	4,200.00
01330 2031 EDUCATION	2,984.00	3,762.00	4,000.00	300.00	4,000.00
01330 4001 PHYSICALS	1,357.00	2,940.00	2,969.25	2,542.60	4,250.00
01330 4060 CONTRACTUAL SERVICES	7,524.41	6,154.40	23,978.45	13,854.39	20,596.00
01330 5080 CAPITAL	10,179.52	11,710.71	8,090.06	6,629.96	7,325.00
TOTAL EMERGENCY MANAGEMENT/DIV	33,609.06	36,332.50	54,071.69	32,292.39	51,267.00
01340 CANINE CONTROL					
01340 1001 SALARIES	97,817.64	94,986.22	92,430.18	56,192.61	109,977.00
01340 2001 MEDICAL BENEFITS	.00	.00	26,776.33	26,715.00	26,715.00
01340 2002 FICA	.00	.00	6,875.29	4,181.86	8,354.00
01340 2003 LIFE INSURANCE	.00	.00	339.18	269.12	351.00
01340 2005 PENSION	.00	.00	3,414.00	3,376.00	3,376.00
01340 2007 LONG TERM DISABILITY	.00	.00	197.64	107.59	232.00
01340 2008 EDUCATION	525.00	962.94	150.00	225.00	1,000.00
01340 2011 SUPPLIES	4,801.25	1,472.01	.00	.00	.00
01340 2034 UNIFORMS	1,438.00	902.99	1,054.61	.00	1,500.00
01340 2036 VACCINATIONS/VET CARE	3,000.00	80.00	.00	1,494.10	1,500.00
01340 5080 CAPITAL	28,787.80	.00	.00	.00	.00
TOTAL CANINE CONTROL	136,369.69	98,404.16	131,237.23	92,561.28	153,005.00
01350 INSURANCE					
01350 4001 LIABILITY/AUTO/PROPERTY	363,551.00	370,315.00	352,461.50	268,589.00	368,411.00
01350 4002 UNINSURED LOSSES	4,934.00	9,919.75	12,079.71	11,876.88	15,000.00
01350 4003 WORKER'S COMPENSATION	488,050.00	479,739.00	481,996.00	375,120.00	515,000.00
01350 4004 OTHER	69,987.76	76,070.00	74,838.00	74,093.00	76,500.00
TOTAL INSURANCE	926,522.76	936,043.75	921,375.21	729,678.88	974,911.00
01360 LAKE AUTHORITIES					
01360 0000 LAKE LILLINONAH AUTHORITY	23,672.00	23,672.00	23,672.00	.00	23,839.00
01360 0003 LAKE ZOAR AUTHORITY	25,425.00	25,405.00	32,438.00	18,113.48	25,869.00

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
TOTAL LAKE AUTHORITIES	49,097.00	49,077.00	56,110.00	18,113.48	49,708.00
01370 NEWTOWN HEALTH DISTRICT					
01370 0003 NEWTOWN HEALTH DISTRICT	257,932.00	264,618.00	264,449.00	.00	268,682.00
01370 2001 MEDICAL BENEFITS	.00	.00	96,546.65	96,681.00	96,681.00
01370 2003 LIFE INSURANCE	.00	.00	827.43	496.00	885.00
01370 2005 PENSION	.00	.00	12,050.00	11,846.00	11,846.00
01370 2007 LONG TERM DISABILITY	.00	.00	792.96	476.07	929.00
TOTAL NEWTOWN HEALTH DISTRICT	257,932.00	264,618.00	374,666.04	109,499.07	379,023.00
01375 TICK ACTION COMM					
01375 0003 ALLOCATIONS	3,575.00	2,281.00	.00	.00	.00
TOTAL TICK ACTION COMM	3,575.00	2,281.00	.00	.00	.00
01380 VISITING NURSES ASSOCIATION					
01380 0000 VNA	500.00	500.00	.00	.00	.00
TOTAL VISITING NURSES ASSOCIAT	500.00	500.00	.00	.00	.00
01400 KEVIN'S COMMUNITY CENTER					
01400 0000 KEVIN'S COMMUNITY CENTER	45,000.00	45,000.00	.00	.00	.00
TOTAL KEVIN'S COMMUNITY CENTER	45,000.00	45,000.00	.00	.00	.00
01410 CHILDREN'S ADVENTURE CENTER					
01410 0003 CHILDREN'S ADVENTURE CENTER	30,000.00	25,000.00	.00	.00	.00
TOTAL CHILDREN'S ADVENTURE CEN	30,000.00	25,000.00	.00	.00	.00
01415 OUTSIDE AGENCIES					

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
01415 2001 MEDICAL BENEFITS	.00	.00	99,241.74	101,271.00	101,271.00
01415 2003 LIFE INSURANCE	.00	.00	734.70	506.85	801.00
01415 2005 PENSION	.00	.00	14,124.00	13,859.00	13,859.00
01415 2007 LONG TERM DISABILITY	.00	.00	1,002.53	603.82	1,046.00
01415 6000 VISITING NURSES ASSOCIATION	.00	.00	500.00	500.00	500.00
01415 6001 KEVIN'S COMMUNITY CENTER	.00	.00	45,000.00	45,000.00	45,000.00
01415 6002 CHILDREN'S ADVENTURE CENTER	.00	.00	25,000.00	25,000.00	25,000.00
01415 6003 REGIONAL HOSPICE	.00	.00	5,500.00	5,500.00	5,500.00
01415 6004 VETERANS' GUIDANCE SUPPLIES	.00	.00	60.00	.00	250.00
01415 6005 NW REGIONAL MENTAL BOARD	.00	.00	2,953.00	3,037.00	3,037.00
01415 6006 DANBURY REG CHILD ADVOCACY	.00	.00	2,750.00	2,750.00	2,750.00
01415 6007 WOMEN'S CENTER OF DANBURY	.00	.00	10,000.00	10,000.00	10,000.00
01415 6008 ABILITY BEYOND DISABILITY	.00	.00	4,500.00	4,500.00	4,500.00
01415 6013 THE VOLUNTEER CENTER	.00	.00	1,000.00	1,000.00	1,000.00
01415 6014 NEWTOWN PARENT CONNECTION	.00	.00	20,000.00	20,000.00	20,000.00
TOTAL OUTSIDE AGENCIES	.00	.00	232,365.97	233,527.67	234,514.00
01419 REGIONAL HOSPICE					
01419 0000 REGIONAL HOSPICE ALLOCATIONS	5,500.00	5,500.00	.00	.00	.00
TOTAL REGIONAL HOSPICE	5,500.00	5,500.00	.00	.00	.00
01420 VETERAN'S GUIDANCE SUPPLIES					
01420 0000 VETERAN'S GUIDANCE SUPPLIES	60.00	100.00	.00	.00	.00
TOTAL VETERAN'S GUIDANCE SUPPL	60.00	100.00	.00	.00	.00
01425 N.W. REGIONAL MENTAL BOARD					
01425 0000 N.W. REGIONAL MENTAL BD ALLOC	2,947.00	2,941.00	.00	.00	.00
TOTAL N.W. REGIONAL MENTAL BOA	2,947.00	2,941.00	.00	.00	.00
01426 N.W. SAFETY COMMUNICATION					
01426 0000 NW SAFETY COMMUNICATION	10,294.00	9,783.00	9,783.00	4,891.50	9,783.00

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
TOTAL N.W. SAFETY COMMUNICATIO	10,294.00	9,783.00	9,783.00	4,891.50	9,783.00
01428 DANBURY REG CHILD ADVOCACY CEN					
01428 0000 DANB REG CHILD ADVOCACY CENTER	2,750.00	2,750.00	.00	.00	.00
TOTAL DANBURY REG CHILD ADVOCA	2,750.00	2,750.00	.00	.00	.00
01429 WOMEN'S CENTER OF DANBURY					
01429 0000 WOMEN'S CENTER OF DANBURY	10,000.00	10,000.00	.00	.00	.00
TOTAL WOMEN'S CENTER OF DANBUR	10,000.00	10,000.00	.00	.00	.00
01431 ABILITY BEYOND DISABILITY					
01431 0000 ABILITY BEYOND DISABILITY	4,500.00	4,050.00	.00	.00	.00
TOTAL ABILITY BEYOND DISABILIT	4,500.00	4,050.00	.00	.00	.00
01432 EMERGENCY MEDICAL SERVICES					
01432 0000 PARAMEDIC PROGRAM	220,000.00	220,000.00	230,000.00	163,731.00	230,000.00
01432 0003 AMBULANCE	40,000.00	40,000.00	40,000.00	.00	40,000.00
TOTAL EMERGENCY MEDICAL SERVIC	260,000.00	260,000.00	270,000.00	163,731.00	270,000.00
01433 YOUTH & FAMILY SERVICES					
01433 0000 FAMILY COUNSELING CENTER	256,500.00	265,600.00	265,600.00	187,926.98	265,000.00
01433 2001 MEDICAL BENEFITS	.00	.00	47,722.11	28,526.00	28,526.00
01433 2003 LIFE INSURANCE	.00	.00	390.60	227.85	399.00
01433 2007 LONG TERM DISABILITY	.00	.00	794.20	486.65	846.00
TOTAL YOUTH & FAMILY SERVICES	256,500.00	265,600.00	314,506.91	217,167.48	294,771.00
01435 AMOS HOUSE					

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
01435 0000 AMOS HOUSE ALLOCATIONS	3,300.00	3,300.00	.00	.00	.00
TOTAL AMOS HOUSE	3,300.00	3,300.00	.00	.00	.00
01436 LITERACY VOLUNTEERS					
01436 0000 LITERACY VOLUNTEERS ALLOCATION	1,000.00	900.00	.00	.00	.00
TOTAL LITERACY VOLUNTEERS	1,000.00	900.00	.00	.00	.00
01437 NW CONNECTICUT EMS COUNCIL					
01437 0000 NW CT EMS ALLOCATIONS	250.00	250.00	250.00	.00	250.00
TOTAL NW CONNECTICUT EMS COUNC	250.00	250.00	250.00	.00	250.00
01438 SHELTER OF THE CROSS					
01438 0000 SHELTER OF THE CROSS	2,500.00	2,250.00	.00	.00	.00
TOTAL SHELTER OF THE CROSS	2,500.00	2,250.00	.00	.00	.00
01439 WeCAHR					
01439 0000 WeCAHR	1,000.00	900.00	.00	.00	.00
TOTAL WeCAHR	1,000.00	900.00	.00	.00	.00
01441 THE VOLUNTEER CENTER					
01441 0000 THE VOLUNTEER CENTER	1,000.00	1,000.00	.00	.00	.00
TOTAL THE VOLUNTEER CENTER	1,000.00	1,000.00	.00	.00	.00
01442 NEWTOWN PARADE COMMITTEE					
01442 0000 NEWTOWN PARADE COMMITTEE	1,374.56	961.38	6,229.36	932.00	1,500.00

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
TOTAL NEWTOWN PARADE COMMITTEE	1,374.56	961.38	6,229.36	932.00	1,500.00
01443 NEWTOWN PARENT CONNECTION					
01443 0000 NEWTOWN PARENT CONNECTION	20,000.00	20,000.00	.00	.00	.00
TOTAL NEWTOWN PARENT CONNECTIO	20,000.00	20,000.00	.00	.00	.00
01444 NW CONSERVATION DISTRICT					
01444 0000 NW CONSERVATION DISTRICT	500.00	500.00	1,000.00	1,040.00	1,040.00
TOTAL NW CONSERVATION DISTRICT	500.00	500.00	1,000.00	1,040.00	1,040.00
01460 BUILDING INSPECTOR					
01460 1001 BUILDING OFFICIAL	70,000.00	70,000.00	70,949.00	41,683.59	72,293.00
01460 1002 ADMINISTRATOR	36,668.47	35,120.20	36,233.86	20,670.38	38,681.00
01460 1003 ASSISTANT BUILDING OFFICIAL	151,269.82	97,071.46	115,168.59	67,621.71	117,277.00
01460 1005 SECRETARIES	31,058.00	31,518.60	32,067.47	18,818.27	32,637.00
01460 2001 MEDICAL BENEFITS	.00	.00	95,606.48	93,117.00	93,117.00
01460 2002 FICA	.00	.00	18,968.19	11,126.73	19,863.00
01460 2003 LIFE INSURANCE	.00	.00	1,553.72	1,048.42	1,599.00
01460 2005 PENSION	.00	.00	11,943.00	11,876.00	11,876.00
01460 2007 LONG TERM DISABILITY	.00	.00	623.76	378.70	731.00
01460 2012 CLOTHING,EQUIPMENT	900.00	650.00	595.51	650.00	975.00
01460 2015 DUES & TUITION	1,626.21	860.00	1,230.50	690.00	1,750.00
01460 4060 PROFESSIONAL CONSULTANT	.00	98.00	.00	.00	500.00
TOTAL BUILDING INSPECTOR	291,522.50	235,318.26	384,940.08	267,680.80	391,299.00
01490 LAND USE					
01490 1001 LAND USE AGENCY DIRECTOR	74,675.00	74,675.00	75,687.27	44,467.35	77,121.00
01490 1002 ADMINISTRATION	289,787.49	278,515.26	261,871.93	154,189.50	276,392.00
01490 1004 COURT STENOGRAPHER	2,502.00	.00	2,550.00	.00	3,000.00
01490 2001 MEDICAL BENEFITS	.00	.00	75,448.59	74,085.00	74,085.00

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
01490 2002 FICA	.00	.00	25,953.01	15,046.52	26,848.00
01490 2003 LIFE INSURANCE	.00	.00	1,471.26	1,067.33	1,513.00
01490 2005 PENSION	.00	.00	12,895.00	12,768.00	12,768.00
01490 2007 LONG TERM DISABILITY	.00	.00	640.44	424.62	750.00
01490 2014 DUES, SUBSCRIPTIONS, TRAVEL	3,000.00	1,871.01	2,880.30	939.68	3,000.00
01490 2025 MAPS & PRINTING	3,473.10	913.07	797.76	246.51	1,500.00
01490 2026 OPEN SPACE INDEXING	1,227.50	4,861.43	4,664.80	.00	5,000.00
01490 2034 CLOTHING	602.42	502.42	832.41	482.44	975.00
01490 4060 CONTRACTUAL SERVICES	30,127.13	15,620.30	24,080.00	12,722.02	27,800.00
01490 4061 LEGAL SERVICES	137,607.71	86,548.71	78,647.94	23,222.50	70,000.00
01490 5080 CAPITAL	970.94	2,122.00	1,778.30	.00	2,400.00
TOTAL LAND USE	543,973.29	465,629.20	570,199.01	339,661.47	583,152.00
01500 HIGHWAY					
01500 1001 DIRECTOR PUBLIC WORKS	97,223.88	97,223.88	98,541.76	57,894.99	100,410.00
01500 1002 ADMINISTRATION	398,004.40	401,106.99	402,935.53	239,207.25	414,952.00
01500 1003 PAYROLL	1,628,392.17	1,700,294.04	1,612,237.78	873,164.46	1,738,639.00
01500 1004 OVERTIME	65,315.65	35,390.91	26,373.33	71,597.59	45,000.00
01500 1006 BENEFITS	47,511.35	48,026.91	46,591.35	27,530.66	48,175.00
01500 2001 MEDICAL BENEFITS	.00	.00	555,626.34	553,811.00	553,811.00
01500 2002 FICA	.00	.00	181,734.89	102,922.48	187,163.00
01500 2003 LIFE INSURANCE	.00	.00	15,725.00	9,825.74	16,040.00
01500 2005 PENSION	.00	.00	105,120.00	102,865.00	102,865.00
01500 2006 DRAINAGE MATERIALS	89,604.14	89,788.98	90,000.00	77,578.06	100,000.00
01500 2007 LONG TERM DISABILITY	.00	.00	5,213.00	3,054.84	6,049.00
01500 2008 STREET & ROAD SIGNS	14,911.50	14,939.50	15,647.00	7,132.00	15,000.00
01500 2009 TREE WARDEN	12,000.00	12,000.00	12,000.00	6,600.00	13,200.00
01500 2016 EQUIPMENT FUEL	299,856.19	415,730.13	387,285.63	453,371.93	486,800.00
01500 2018 STREET LIGHTS	36,678.94	35,596.54	34,267.44	18,032.60	38,000.00
01500 2029 PRIVATE ROADS/RECONSTRUCTION	2,900.00	10,000.00	1,938.75	.00	10,000.00
01500 2030 CONSTRUCTION SUPPLIES	21,461.60	20,717.82	26,270.25	8,527.82	22,000.00
01500 2031 EDUC. & CONFERENCES	4,000.00	3,847.25	3,249.77	1,637.65	4,000.00
01500 2033 PATCHING MATERIALS	83,780.93	85,000.00	71,688.05	66,052.61	85,000.00
01500 3050 REPAIRS	407,592.81	414,606.66	452,364.37	345,051.39	420,000.00
01500 4060 CONT. TREE REMOVAL	82,099.53	68,546.00	271,550.11	452,751.28	75,000.00
01500 4061 CONT. DRAINAGE	48,861.06	67,575.96	100,392.06	79,932.98	100,000.00
01500 4062 CONTRACTUAL - SEALING	64,999.99	64,999.35	64,999.35	750.00	65,000.00
01500 4063 CONT. LINE PAINTING	15,149.92	19,999.65	19,095.08	1,406.11	20,000.00
01500 4064 CONT. OVERLAYS	168,556.25	214,000.00	255,778.22	142,868.55	250,000.00
01500 4065 CONTRACTUAL - ROADSIDE	.00	.00	.00	.00	25,000.00
01500 5080 CAPITAL	146,334.62	135,000.00	167,849.00	.00	47,300.00

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
01500 5081 CAPITAL ROAD IMPROVEMENT	416,909.75	997,382.66	967,963.59	374,401.87	1,000,000.00
01500 5082 CAPITAL BRIDGE	379,399.62	.00	.00	.00	.00
TOTAL HIGHWAY	4,531,544.30	4,951,773.23	5,992,437.65	4,077,968.86	5,989,404.00
01510 WINTER MAINTENANCE					
01510 1003 OVERTIME	172,920.87	190,537.90	89,723.96	81,570.00	152,608.00
01510 2031 SAND	65,000.00	.00	51,156.00	17,136.00	61,450.00
01510 2032 SALT	393,219.85	435,491.14	278,248.58	23,327.33	333,579.00
01510 2033 CHAINS,BLADES,ETC	20,000.00	20,000.00	20,000.00	10,940.39	20,000.00
01510 4060 CONTRACTUAL SERVICES	63,274.24	158,720.82	104,051.65	118,848.14	140,000.00
TOTAL WINTER MAINTENANCE	714,414.96	804,749.86	543,180.19	251,821.86	707,637.00
01515 LANDFILL					
01515 1002 PAYROLL	151,538.24	152,692.96	144,717.62	91,826.62	159,558.00
01515 1003 OVERTIME	23,498.80	11,246.24	15,755.10	7,829.10	11,000.00
01515 1006 BENEFITS	4,018.23	4,272.00	4,700.00	2,269.00	4,800.00
01515 2001 MEDICAL BENEFITS	.00	.00	54,141.78	37,914.00	37,914.00
01515 2002 FICA	.00	.00	11,860.14	7,425.33	13,048.00
01515 2003 LIFE INSURANCE	.00	.00	1,162.50	787.71	1,200.00
01515 2005 PENSION	.00	.00	7,295.00	7,298.00	7,298.00
01515 2007 LONG TERM DISABILITY	.00	.00	379.08	232.68	444.00
01515 2011 BUILDING SUPPLIES	781.13	776.30	769.21	438.24	800.00
01515 2018 BUILDING ELECTRIC	6,400.53	4,324.39	4,900.00	2,189.44	6,900.00
01515 2031 EDUCATION	.00	100.00	.00	100.00	500.00
01515 3050 REPAIRS & SUPPLIES	1,700.20	1,220.61	1,500.00	1,271.23	1,500.00
01515 4025 CONTRACTUAL SERVICES	1,169,435.91	1,199,793.92	1,164,189.30	527,900.81	1,236,000.00
01515 5080 CAPITAL	.00	.00	11,545.44	.00	12,000.00
TOTAL LANDFILL	1,357,373.04	1,374,426.42	1,422,915.17	687,482.16	1,492,962.00
01550 PARKS AND RECREATION					
01550 1001 DIRECTOR	63,392.22	66,999.92	67,908.43	39,897.37	69,195.00
01550 1002 ADMINISTRATION	293,428.88	291,568.07	265,809.70	153,468.44	266,176.00
01550 1003 PARK MAINTAINER OVERTIME	47,146.32	51,090.94	52,731.99	17,694.81	53,282.00

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
01550 1004 PARK MAINTAINER SALARY	354,893.01	379,297.54	400,248.49	250,824.70	442,797.00
01550 1005 SUMMER PROGRAM	86,317.00	84,077.18	83,885.75	100,735.25	101,054.00
01550 1006 LIFE GUARDS	67,943.72	93,577.75	85,962.99	54,882.12	85,790.00
01550 1007 RANGERS & GATE ATTENDANTS	50,332.38	56,889.31	58,910.00	36,749.14	59,410.00
01550 1008 PART TIME STAFF	15,761.00	17,854.00	16,455.00	6,827.50	21,900.00
01550 2001 MEDICAL BENEFITS	.00	.00	257,118.39	254,805.00	254,805.00
01550 2002 FICA	.00	.00	82,096.00	54,999.99	84,626.00
01550 2003 LIFE INSURANCE	.00	.00	2,079.00	2,156.53	2,121.00
01550 2004 RECREATION SUPPLIES	9,650.00	9,495.04	9,489.12	6,559.97	9,650.00
01550 2005 PENSION	.00	.00	35,199.00	34,412.00	34,412.00
01550 2007 LONG TERM DISABILITY	.00	.00	1,725.98	1,093.82	2,070.00
01550 2008 SIGNS	5,941.00	5,652.99	5,747.27	.00	6,000.00
01550 2013 EDUCATION & TRAINING	5,570.78	5,764.78	10,284.58	3,721.81	10,975.00
01550 2018 UTILITIES	37,272.07	53,881.51	37,831.18	.00	.00
01550 2024 POOL EXPENSES	32,342.00	32,559.80	32,337.54	4,814.75	32,342.00
01550 2034 SAFETY CLOTHES & ALLOWANCES	9,019.46	13,057.22	12,459.32	5,530.85	12,650.00
01550 3051 GENERAL MAINTENANCE	30,098.21	31,621.07	31,618.56	16,017.10	31,700.00
01550 3052 GROUNDS MAINTENANCE	114,770.47	116,715.93	116,700.37	55,632.16	117,161.00
01550 3053 TRAIL MAINTENANCE	4,944.90	5,671.33	6,116.77	2,600.00	6,200.00
01550 4060 CONTRACTUAL SERVICES	270,561.29	262,905.85	278,955.87	164,828.84	280,000.00
01550 5080 CAPITAL	179,747.10	142,996.52	176,500.00	124,384.18	192,000.00
TOTAL PARKS AND RECREATION	1,679,131.81	1,721,676.75	2,128,171.30	1,392,636.33	2,176,316.00
01570 CONTINGENCY					
01570 2000 CONTINGENCY FUND	.00	.00	.00	.00	201,141.00
TOTAL CONTINGENCY	.00	.00	.00	.00	201,141.00
01580 DEBT SERVICE					
01580 2001 PRINCIPAL	7,573,866.54	6,784,555.54	6,727,504.24	4,312,516.86	7,937,077.00
01580 2002 INTEREST	2,015,919.46	2,499,469.46	2,606,757.01	2,050,877.82	2,122,712.00
01580 2003 BONDING EXPENSE	281.42	6,150.00	10,000.00	.00	.00
01580 2004 FAIRFIELD HILLS LEASE	165,059.53	.00	.00	.00	.00
TOTAL DEBT SERVICE	9,755,126.95	9,290,175.00	9,344,261.25	6,363,394.68	10,059,789.00
01600 LEGISLATIVE COUNCIL					
01600 2013 COUNCIL EXPENSES	.00	.00	500.00	2,157.18	3,682.00

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
01600 4001 AUDIT- TOWN	43,011.00	43,010.00	44,000.00	40,000.00	44,000.00
TOTAL LEGISLATIVE COUNCIL	43,011.00	43,010.00	44,500.00	42,157.18	47,682.00
01650 PUBLIC BUILDING MAINTENANCE					
01650 1001 SALARIES	132,602.00	134,569.00	136,911.79	78,475.23	139,345.00
01650 1004 OVERTIME	9,786.86	10,459.49	10,230.48	7,147.66	11,360.00
01650 1006 BENEFITS	497.73	590.10	704.68	95.67	975.00
01650 2001 MEDICAL BENEFITS	.00	.00	43,403.16	42,080.00	42,080.00
01650 2002 FICA	.00	.00	10,999.49	6,441.78	11,529.00
01650 2003 LIFE INSURANCE	.00	.00	760.74	519.87	788.00
01650 2005 PENSION	.00	.00	6,379.00	6,373.00	6,373.00
01650 2007 LONG TERM DISABILITY	.00	.00	331.56	203.21	388.00
01650 2011 SUPPLIES	4,496.95	12,090.29	10,824.27	4,903.78	9,860.00
01650 2014 BUILDING MAINTENANCE	12,489.53	17,315.19	19,102.70	21,332.35	23,100.00
01650 2017 HEAT	61,339.51	79,989.82	78,000.00	63,316.53	101,020.00
01650 2018 ELECTRICITY	88,884.01	139,699.62	139,337.36	109,523.08	155,492.00
01650 2019 WATER	8,409.91	11,800.00	15,408.62	13,117.49	19,808.00
01650 2020 SEWER USE FEE	7,795.39	8,680.24	9,663.10	5,016.27	12,067.00
01650 2021 SEWER ASSESSMENT	30,103.00	30,708.90	30,708.90	30,708.90	30,709.00
01650 4001 CONTRACTUAL CUSTODIAN	14,878.55	38,671.65	40,788.10	28,204.19	30,685.00
01650 4060 CONTRACTUAL SERVICES	310,440.89	102,793.51	86,577.22	61,237.66	68,640.00
01650 5080 CAPITAL	51,990.73	22,531.00	23,494.85	.00	20,000.00
TOTAL PUBLIC BUILDING MAINTENA	733,715.06	609,898.81	663,626.02	478,696.67	684,219.00
01670 LIBRARY					
01670 0000 LIBRARY	1,007,953.00	1,011,562.00	1,043,669.00	669,518.53	1,052,813.00
01670 2003 LIFE INSURANCE	.00	.00	558.00	372.00	569.00
01670 2005 PENSION	.00	.00	3,152.00	3,110.00	3,110.00
01670 2007 LONG TERM DISABILITY	.00	.00	1,166.28	692.65	1,366.00
TOTAL LIBRARY	1,007,953.00	1,011,562.00	1,048,545.28	673,693.18	1,057,858.00
01680 NEWTOWN CULTURAL ARTS COMM					
01680 0000 NEWTOWN CULTURAL ARTS COMM	2,000.00	2,000.00	2,000.00	.00	2,000.00

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
TOTAL NEWTOWN CULTURAL ARTS CO	2,000.00	2,000.00	2,000.00	.00	2,000.00
01710 CAR POOL					
01710 3050 REPAIRS & MAINTENANCE	5,000.00	5,000.00	.00	.00	.00
TOTAL CAR POOL	5,000.00	5,000.00	.00	.00	.00
01730 HATTERTOWN DISTRICT					
01730 0003 HAWLEYVILLE DISTRICT	.00	500.00	500.00	.00	500.00
01730 0004 SANDY HOOK DISTRICT	.00	.00	1,000.00	4,000.00	4,000.00
TOTAL HATTERTOWN DISTRICT	.00	500.00	1,500.00	4,000.00	4,500.00
01740 ECONOMIC DEVELOPMENT COMM.					
01740 1003 DIRECTOR OF COMM DEVELOPMENT	84,665.00	84,665.00	85,812.85	50,416.67	87,439.00
01740 2001 MEDICAL BENEFITS	.00	.00	.00	2,000.00	2,000.00
01740 2002 FICA	.00	.00	6,574.00	3,979.57	6,574.00
01740 2003 LIFE INSURANCE	.00	.00	739.94	721.30	765.00
01740 2005 PENSION	.00	.00	4,003.00	3,931.00	3,931.00
01740 2007 LONG TERM DISABILITY	.00	.00	211.68	125.30	248.00
01740 2014 DUES, SUBSCRIPTIONS, EDUCATION	1,595.80	1,627.80	1,645.69	795.70	1,650.00
01740 4060 CONTRACTUAL SERVICES	29,891.72	21,165.84	18,452.64	8,107.84	40,000.00
TOTAL ECONOMIC DEVELOPMENT COM	116,152.52	107,458.64	117,439.80	70,077.38	142,607.00
01755 SUSTAINABLE ENERGY COMM					
01755 0000 ALLOCATIONS	.00	.00	5,000.00	.00	5,000.00
TOTAL SUSTAINABLE ENERGY COMM	.00	.00	5,000.00	.00	5,000.00
01860 RESERVE FOR CAP & NON-REC.EXP.					
01860 5000 RESERVE CAP & NON RECURRING	.00	.00	225,000.00	250,000.00	250,000.00

FOR PERIOD 13 OF 2013

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
TOTAL RESERVE FOR CAP & NON-RE	.00	.00	225,000.00	250,000.00	250,000.00
01870 FAIRFIELD HILLS					
01870 1002 ADMINISTRATIVE PAYROLL	.00	22,679.50	19,799.13	8,613.75	21,000.00
01870 2002 FICA	.00	.00	1,438.15	659.34	1,607.00
01870 2011 SUPPLIES	.00	354.32	89.57	41.65	400.00
01870 2018 UTILITIES	.00	15,212.45	10,166.63	.00	.00
01870 2026 MISC. EXPENSES	.00	485.00	361.20	.00	1,000.00
01870 3000 FEES & PROFESSIONAL SERVICES	.00	55,112.38	24,999.96	.00	.00
01870 3051 REPAIRS & MAINTENANCE	.00	3,995.27	24,100.00	6,816.08	15,000.00
01870 4060 CONTRACTUAL SERVICES	.00	173,483.74	50,506.81	149.50	20,000.00
01870 5000 FAIRFIELD HILLS	409,652.54	.00	.00	.00	.00
TOTAL FAIRFIELD HILLS	409,652.54	271,322.66	131,461.45	16,280.32	59,007.00
01890 TRANSFER OUT - CAP PROJECT					
01890 0000 TRANSFER OUT - CAP PROJECT	111,059.80	.00	41,000.00	.00	.00
TOTAL TRANSFER OUT - CAP PROJE	111,059.80	.00	41,000.00	.00	.00
01900 BOARD OF EDUCATION					
01900 0000 BOARD OF EDUCATION	65,544,330.54	66,521,228.13	67,685,429.32	35,246,173.07	68,355,794.00
TOTAL BOARD OF EDUCATION	65,544,330.54	66,521,228.13	67,685,429.32	35,246,173.07	68,355,794.00
TOTAL GENERAL FUND	101,737,807.20	102,823,527.35	104,442,356.21	59,215,046.38	106,146,838.00
TOTAL EXPENSES	101,737,807.20	102,823,527.35	104,442,356.21	59,215,046.38	106,146,838.00
GRAND TOTAL	101,737,807.20	102,823,527.35	104,442,356.21	59,215,046.38	106,146,838.00

FOR PERIOD 13 OF 2013

	Field #	Total	Page Break
Sequence 1	1	Y	Y
Sequence 2	9	Y	N
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title:
HISTORICAL ACTUALS COMPARISON REPORT

Report Through (P)eriod or (T)otal for years: T
Fiscal Year/Period for reports: 2013/13
Print totals only: N
Suppress zero balance accounts: Y
Print revenue as credit: Y
Print Full or Short description: F
Print Full GL account: N
Sort by Full GL account: N
Multiyear view: D