TOWN OF CHARLESTOWN

Town of Charlestown, Rhode Island

Fiscal Year 2011-2012

TOWN COUNCIL APPROVED BUDGET
ADOPTED June 6, 2011
BY BALLOT REFERENDUM

Town Council Members

Thomas Gentz, Town Council President
Daniel Slattery, Town Council Vice President
Gregory Avedisian, Councilperson
Lisa DiBello, Councilperson
Marjorie Frank, Councilperson

Budget Commission Members

Richard J. Sartor, Chairman
Henry L. Heminway, Vice Chairman
Christopher Sheehan, Secretary
David Bailey
Linda Philips

Ex-officio Members

Daniel Slattery, Town Council Vice-President
William DiLibero, Town Administrator
Patricia M. Anderson, Town Treasurer

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TOWN OF CHARLESTOWN

Account Number	Department	FY2011 Approved Budget	FY2012 Department Request	Budget Commission Recommended	$ Change from Prior Year Budget	% Change from Prior Year Budget	Town Council Recommended
410	Town Council	22,550	28,450	23,450	900	4.0%	23,450
420	Town Administrator	146,841	156,611	148,856	2,015	1.4%	148,856
430	Election Unit	22,697	6,250	6,250	(16,447)	-72.5%	6,250
440	Treasurer	154,679	165,334	155,587	908	0.6%	155,587
450	Tax Assessor	118,264	135,127	122,051	3,787	3.2%	122,051
455	GIS	65,326	76,264	66,089	763	-	66,089
460	Tax Collector	97,392	103,571	97,876	484	0.5%	97,876
470	Public Records	179,468	188,283	174,963	(4,505)	-2.5%	174,963
480	Town Planner	107,126	114,867	108,741	1,615	1.5%	108,741
490	Central Services	205,890	237,670	228,520	22,630	11.0%	228,520
510	Police Department	2,051,964	2,194,226	2,091,766	39,802	1.9%	2,091,766
520	Building Inspector	138,749	142,309	151,143	12,394	8.9%	151,143
530	CEMA	26,322	31,322	28,822	2,500	9.5%	28,822
540	Animal Control	77,880	85,007	80,836	2,956	3.8%	80,836
560	Public Assistance	13,100	13,100	13,100	-	0.0%	13,100
570	Municipal Court	9,000	9,000	9,000	-	-	9,000
610	DPW Administration	125,138	132,775	125,138	-	0.0%	125,138
620	DPW Highway & Roads	917,772	1,032,013	925,976	8,204	0.9%	925,976
630	DPW Building & Grounds	260,910	367,569	288,436	27,526	10.5%	288,436
640	CRCC Mandated Monitoring	81,000	21,000	15,000	(66,000)	-81.5%	15,000
660	DPW Waste Water Management	67,200	112,079	73,404	6,204	9.2%	73,404
740	Boards & Commissions	25,730	33,055	23,600	(2,130)	-8.3%	24,100
800	Senior Center/Community Center	68,862	74,852	73,995	5,133	7.5%	73,995
810	Recreation Administration	128,360	128,752	133,129	4,769	3.7%	133,129
815	Recreation Programs	46,500	63,688	55,620	9,120	19.6%	55,620
820	Charlestown Beach	79,575	87,616	86,275	6,700	8.4%	86,275
830	Ninigret Park	30,900	40,649	33,800	2,900	9.4%	33,800
850	Blue Shutters Beach	63,175	73,223	68,675	5,500	8.7%	68,675
900	Debt Service	790,790	528,815	602,815	(187,975)	-23.8%	602,815
920	Employee Benefits	1,740,481	1,981,658	1,907,013	166,532	9.6%	1,907,013
940	Professional Services	299,600	299,600	339,600	40,000	13.4%	439,600
950	Town Insurance	233,000	233,000	200,000	(33,000)	-14.2%	200,000
960	Council Contingency	10,000	10,000	233,582	223,582	2235.8%	233,582
990	Capital Improvements	271,530	1,004,313	563,914	292,384	107.7%	563,914
995	Transfers Out	710,000	1,579,713	1,579,713	869,713	122.5%	1,579,713
Subtotal Department Budgets		9,387,771	11,491,761	10,836,735	1,448,964	15.4%	10,937,235
720	Outside Agencies	21,650	34,500	18,200	(3,450)	-15.9%	18,200
730	Local Agencies	390,050	385,050	378,050	(12,000)	-3.1%	378,550
Subtotal Outside Agencies		411,700	419,550	396,250	(15,450)	-3.8%	396,750
Total Municipal Budget		9,799,471	11,911,311	11,232,985	1,433,514	14.6%	11,333,985
780	Chariho School	14,083,000	14,287,786	14,270,862	187,862	1.3%	14,270,862
Total School Budget		14,083,000	14,287,786	14,270,862	187,862	1.3%	14,270,862
Grand Total Municipal & School		23,882,471	26,199,097	25,503,847	1,621,376	6.8%	25,604,847

TOWN OF CHARLESTOWN
ADOPTED BUDGET
FISCAL YEAR 2011-2012

Description	FY2010 Adopted Budget	FY2010 Audited Actual	FY2011 Adopted Budget	FY2010 Actual as of 02/28/11	FY2012 Dept Request	Town Admin	Budget Comm	Town Council
Taxes	20,381,090	19,710,360	21,052,222	16,357,934	21,014,222	21,014,222	21,474,833	21,575,833
State Aid	2,062,112	2,532,617	1,558,678	894,659	1,961,616	1,865,085	1,864,085	1,864,085
Licenses and Fees	167,400	301,569	287,000	228,150	340,000	340,000	294,000	294,000
Departmental Revenue	461,875	498,256	482,375	378,490	553,125	556,725	531,725	531,725
Other	1,349,323	535,364	502,196	481,190	1,415,504	1,415,504	1,339,204	1,339,204
Total	24,421,800	23,578,166	23,882,471	18,340,423	25,284,467	25,191,536	25,503,847	25,604,847

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 -2012

Account	Description	FY2010 Audited	FY2011 Adopted	FY2011 Actual as of 2/28/2011	Estimated as 6/30/2011	FY2012 Dept	FY2012 Town Admin	FY2012 Budget Comm	FY2012 Town Coucil
01.310.3100.000	Taxes - Current Year	19,873,669.05	20,625,672	16,068,272	20,468,272	20,625,672	20,625,672	21,086,283	21,187,293
01.310.3110.000	Taxes - Prior Year	393,290.03	263,000	167,755	227,755	225,000	225,000	225,000	225,000
01.310.3115.000	Interest Prior Yr Tax	131,435.56	120,000	121,907	151,907	120,000	120,000	120,000	120,000
01.310.3120.000	DEM Refuge Revenue (In Lieu of Tax)	32,611.00	43,550	-	43,550	43,550	43,550	43,550	43,550
	TOTAL	20,431,005.64	21,052,222	16,357,934	20,891,484	21,014,222	21,014,222	21,474,833	21,575,843
01.320.3220.000	State Parking Fees	21,533.85	23,000	23,801	23,801	23,000	23,000	23,000	23,000
01.320.3225.000	Beverage/Meals Tax	94,401.18	98,886	80,596	100,596	120,000	98,863	98,863	98,863
01.320.3235.000	State Aid Education	1,348,769.00	1,342,367	741,554	1,658,980	1,701,991	1,596,913	1,596,913	1,596,913
01.320.3235.001	School Aid 24/3	1,122.00	-	-	-	-	-	-	-
01.320.3240.000	Motor Vehicle Tax (In Lieu Phase Out)	441,246.64	-	30,249	40,332	20,200	41,218	41,218	41,218
01.320.3245.000	Public Service Corp. Tax	85,091.00	76,425	-	85,000	76,425	85,091	85,091	85,091
01.320.3250.000	Hotel Tax	16,581.62	18,000	18,459	19,859	20,000	20,000	19,000	19,000
	TOTAL	2,008,745.29	1,558,678	894,659	1,928,568	1,961,616	1,865,085	1,864,085	1,864,085
01.330.3310.000	Business Licenses	15,855.00	14,000	17,895	20,895	25,000	25,000	20,000	20,000
01.330.3320.000	Non-Business License	5,137.50	3,000	3,900	5,000	5,000	5,000	4,000	4,000
01.330.3330.000	Probate Fees	20,480.30	15,000	2,811	5,000	15,000	15,000	10,000	10,000
01.330.3340.000	Transfer Stamps	121,715.00	135,000	115,629	138,720	175,000	175,000	140,000	140,000
01.330.3350.000	Recording Fees	127,273.45	120,000	87,915	138,970	120,000	120,000	120,000	120,000
	TOTAL	290,461.25	287,000	228,150	308,585	340,000	340,000	294,000	294,000

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 -2012

Account	Description	FY2010 Audited	FY2011 Adopted	FY2011 Actual as of 2/28/2011	Estimated as 6/30/2011	FY2012 Dept	FY2012 Town Admin	FY2012 Budget Comm	FY2012 Town Coucil
01.340.3300.000	Tax Certificates	11,525.00	10,000	8,975	14,250	12,000	12,000	12,000	12,000
01.340.3405.000	Building Inspector	139,555.53	125,000	84,254	124,254	160,000	160,000	150,000	150,000
01.340.3415.000	Zoning Board	6,659.00	4,500	4,250	5,275	5,000	5,000	5,000	5,000
01.340.3420.000	Planning Board	5,330.10	4,500	3,370	4,510	2,000	2,000	2,000	2,000
01.340.3425.000	Animal Control	7,253.00	3,000	1,738	6,338	3,000	3,000	3,000	3,000
01.340.3430.000	Police Department	29,518.11	35,000	28,575	35,000	40,000	40,000	35,000	35,000
01.340.3431.000	Police Vehicle Reimbursement	17,524.69	-	17,042	28,000	-	-	-	-
01.340.3435.000	Town Beach Parking	94,863.80	80,000	85,979	85,979	80,000	80,000	80,000	80,000
01.340.3436.000	Beach Passes	73,177.03	80,000	10,345	75,000	80,000	80,000	80,000	80,000
01.340.3440.000	Recreation	24,280.82	15,000	3,852	23,852	41,000	41,000	31,000	31,000
01.340.3444.000	Driving Range	12,806.50	-	-	-	-	-	-	-
01.340.3445.000	Ninigret Park	4,540.00	5,600	175	2,500	5,600	5,600	5,600	5,600
01.340.3445.001	Ninigret Gate House Rent	1,200.00	-	-	800	1,200	4,800	4,800	4,800
01.340.3450.000	Assessment/GIS Revenue	-	6,000	6,000	6,000	4,050	4,050	4,050	4,050
01.340.3451.000	Blue Shutters Concession	1,750.33	3,000	2,000	2,000	2,000	2,000	2,000	2,000
01.340.3455.000	Blue Shutters Parking	123,541.81	105,000	116,128	116,128	105,000	105,000	105,000	105,000
01.340.3460.000	Town Beach Concession	2,001.00	1,500	2,001	2,001	2,000	2,000	2,000	2,000
01.340.3461.000	Senior Center After Hour Rental	615.00	-	307	400	-	-	-	-
01.340.3462.000	Senior Daily Lunch Program	267.80	-			-	-	-	-
01.340.3465.000	Senior/Community Center	4,275.00	4,275	-	4,275	4,275	4,275	4,275	4,275
01.340.3468.000	Cell Tower Revenue	-	-	3,500	6,000	6,000	6,000	6,000	6,000
	TOTAL	560,684.52	482,375	378,490	542,561	553,125	556,725	531,725	531,725
01.350.3515.000	Interest On Investments	22,671.03	20,000	12,203	21,000	20,000	20,000	20,000	20,000
01.350.3520.000	Interest On Checking	274.96	100	180	300	300	300	300	300
01.350.3530.000	General Fund Balance Transfer	340,618.00	340,000	340,000	340,000	340,000	340,000	300,000	300,000
01.350.3531	General Fund Transfer Buckeye Brook	576,208.00							
01.350.3546.000	Impact Fee Revenue	-	124,000	124,000	124,000	124,000	124,000	100,000	100,000
01.350.3548.000	Anticipated Grant - CEMA	9,758.48	9,096	-	9,096	10,191	10,191	10,191	10,191
01.350.3550.000	Unclassified Revenue	8,366.27	-	442	442	-	-	-	-
01.350.3550.004	Rebates	634.03	-	1,733	1,733	-	-	-	-
01.350.3550.007	Copies - Town Clerk	2,939.73	-	2,216	3,000	3,000	3,000	-	-
01.350.3550.008	Zoning & Planning Reg & Maps	185.94	-	266	300	300	300	-	-
01.350.3550.009	Return Check Fees	305.00	-	-		-	-	-	-
01.350.3550.010	Misc Fees Collected	30.00	-	-		-	-	-	-
01.350.3550.013	Highway Receipts	155.00	-	150	150	-	-	-	-
01.350.3599.000	Insurance Proceeds	8,258.50							
01.350.3750.000	Municipal Court Revenue	-	9,000	-	-	9,000	9,000	-	-
01.350.3995.000	Transfer In	-	-	-		-	-	-	-
01.350.3995.001	Transfer in from Fund Balance Buckeye				-	650,849	650,849	650,849	650,849
01.350.3995.002	Transfer in from Fund Balance Old Coach				-	257,864	257,864	257,864	257,864
	TOTAL	970,404.94	502,196	481,190	500,021	1,415,504	1,415,504	1,339,204	1,339,204
		-	-	-					
	Grand Total Revenue	24,261,301.64	23,882,471	18,340,423	24,171,219	25,284,467	25,191,536	25,503,847	25,604,857

TOWN OF CHARLESTOWN

ADOPTED BUDGET

FISCAL YEAR 2011 - 2012

Description	FY2010 Actual	FY2011 Adopted Budget	FY2011 Actual as of 02/28/11	FY2012 Dept Request	Town Admin	Budget Comm	Council
Town Council	19,511	22,550	19,153	28,450	28,450	23,450	23,450
Town Administrator	140,004	146,841	95,542	156,611	156,611	148,856	148,856
Board of Canvassers	2,227	22,697	14,971	6,250	6,250	6,250	6,250
Treasurer	135,875	154,679	99,443	165,334	165,334	155,587	155,587
Tax Assessor	187,508	118,264	76,557	135,127	135,127	122,051	122,051
GIS	-	65,326	43,235	76,264	76,264	66,089	66,089
Tax Collector	97,092	97,392	65,225	103,571	103,231	97,876	97,876
Town Clerk	167,042	179,468	106,624	188,283	185,283	174,963	174,963
Town Planner	103,396	107,126	79,344	114,867	114,867	108,741	108,741
Central Services	188,252	205,890	148,066	237,670	237,670	228,520	228,520
Police Department	2,017,412	2,051,964	1,361,125	2,194,226	2,194,226	2,091,766	2,091,766
Building Inspector	133,797	138,749	85,395	142,309	142,909	151,143	151,143
CEMA	24,984	26,322	15,285	31,322	31,247	28,822	28,822
Animal Control	76,211	77,880	43,206	85,007	81,032	80,836	80,836
Public Assistance	8,424	13,100	4,525	13,100	13,100	13,100	13,100
Municipal Court	7	9,000	-	9,000	9,000	9,000	9,000
DPW Administration	122,923	125,138	79,634	132,775	131,775	125,138	125,138
DPW Highway & Roads	778,416	917,772	580,912	1,032,013	948,964	925,976	925,976
DPW Building & Grounds	234,443	260,910	158,699	367,569	328,397	288,436	288,436
CRCC Mandated Monitoring	59,265	81,000	-	21,000	21,000	15,000	15,000
Waste Water Management	66,875	67,200	41,675	112,079	88,989	73,404	73,404
Outside Agencies	21,350	21,650	21,650	34,500	34,500	18,200	18,200
Local Agencies	389,150	390,050	390,050	385,050	385,050	378,050	378,550
Boards and Commissions	22,091	25,730	13,139	33,055	24,100	23,600	24,100
Chariho Regional School District	13,702,263	14,083,000	7,698,372	14,287,786	14,287,786	14,270,862	14,270,862
Senior Center	62,349	68,862	39,762	74,852	74,852	73,995	73,995
Recreation Administration	117,450	128,360	64,796	128,552	129,052	133,129	133,129
Recreation Programs	25,039	46,500	30,050	63,688	63,688	55,620	55,620
Charlestown Beach	59,695	79,575	54,448	87,616	87,616	86,275	86,275
Ninigret Park	27,888	30,900	19,787	40,649	40,649	33,800	33,800
Driving Range	10,520	-	-	-	-	-	-
Blue Shutters Beach	72,176	63,175	51,710	73,223	73,223	68,675	68,675
Debt Service	803,017	790,790	763,192	528,815	528,815	602,815	602,815
Employee Benefits	1,551,425	1,740,481	1,139,308	1,981,658	1,981,658	1,907,013	1,907,013
Professional Services	207,637	299,600	256,785	299,600	299,600	339,600	439,600
Town Insurance	173,028	233,000	182,123	233,000	233,000	200,000	200,000
Council Contingency	22,288	10,000	4,222	10,000	10,000	233,582	233,582
Capital Improvements	104,891	271,530	83,659	1,004,313	581,884	563,914	563,914
Transfers Out	910,439	710,000	709,941	1,579,713	1,579,713	1,579,713	1,579,713
Total	22,846,359	23,882,471	14,641,610	26,198,897	25,614,912	25,503,847	25,604,847

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.410.5005.000	Town Council Salaries	13,000	13,000	6,500	13,000	13,000	13,000	13,000	13,000
01.410.5015.000	Town Sergeant Wages	3,308	1,500	3,015	3,300	1,500	1,500	1,500	1,500
01.410.6000.000	Town Council Wage Reimbursement	(1,430)	-	(400)	(400)	-	-	-	-
01.410.6015.000	Dues & Subscriptions	3,129	3,150	3,129	3,129	3,150	3,150	3,150	3,150
01.410.6020.000	Operating Supplies	428	200	100	100	200	200	200	200
01.410.6060.000	Printing & Binding	1,076	4,100	6,809	6,809	10,000	10,000	5,000	5,000
01.410.6090.000	Video Taping	-	600	-	600	600	600	600	600
	Total	**19,511**	**22,550**	**19,153**	**26,538**	**28,450**	**28,450**	**23,450**	**23,450**
01.420.5005.000	Town Administrator Salary	89,975	94,163	62,328	95,325	100,971	100,971	96,278	96,278
01.420.5010.000	Town Admin Secretary Salary	42,767	42,767	27,963	42,767	45,301	45,301	42,767	42,767
01.420.5010.002	Town Admin Secretary-Longevity	1,497	1,711	1,118	1,771	2,039	2,039	1,711	1,711
01.420.5020.000	Town Admin Vehicle Stipend	2,513	2,700	1,660	2,700	2,800	2,800	2,700	2,700
01.420.6015.000	Dues & Subscriptions	1,802	2,000	976	1,300	2,000	2,000	1,900	1,900
01.420.6020.000	Operating Supplies	487	900	852	1,000	900	900	900	900
01.420.6020.999	Operating Supplies Fixed Asset	20	-	-		-	-	-	-
01.420.6050.000	Professional Development	913	2,500	645	900	2,500	2,500	2,500	2,500
01.420.6070.000	Travel Expense	30	100	-	100	100	100	100	100
	Total	**140,004**	**146,841**	**95,542**	**145,863**	**156,611**	**156,611**	**148,856**	**148,856**
01.430.5005.000	Board of Canvassers Wages	1,731	3,500	3,319	3,500	3,500	3,500	3,500	3,500
01.430.6000.000	BOC Wage Reimbursement	(581)	-	-		-	-	-	-
01.430.6020.000	Operating Supplies	393	1,400	403	600	700	700	700	700
01.430.6035.000	Miscellaneous	234	6,047	1,599	2,000	700	700	700	700
01.430.6095.000	Poll Worker Stipends	450	11,750	9,650	9,650	1,350	1,350	1,350	1,350
	Total	**2,227**	**22,697**	**14,971**	**15,750**	**6,250**	**6,250**	**6,250**	**6,250**

SUPPLEMENTAL INFORMATION
FY 2011 - 2012

410 - TOWN COUNCIL:

410-5005 - SALARIES - $13,000
Level funded.

Council President	$ 3,000
Four Council Members at $2,500 each	$10,000

410-5015 - WAGES - $1,500

Town Sergeant - $1,500
Performs duties prescribed by the General Laws of Rhode Island, which also includes assisting the Board of Canvassers and attendance at required Town Council meetings. This is calculated at $10.00 per hour.

410-6015 - DUES, MEETINGS & SUBSCRIPTIONS - $3,150
Level funded.

League of Cities & Towns Dues	$ 3,150

410-6020 - OPERATING SUPPLIES - $200
Level funded. Miscellaneous stationary supplies.

410-6060 - PRINTING - $10,000 BUDGET AMOUNT - $5,000
Average cost of one Pipeline issue estimated at $3,000. Budget should support at least 3 issues per year. Pricing for this is from the Westerly Sun:

8 page newsletter:	Printing costs	$2,027	4 page newsletter:	Printing costs	$ 977
	Mailing costs	$ 680		Mailing costs	$ 680
	Postage costs	$ 795		Postage costs	$ 795
		$3,502			$2,452

410-6095 - STIPENDS - $600
Moderator - $600
An elected two-year position. The moderator acts as the presiding officer at the Budget Public Hearing.

TOTAL REQUESTED BUDGET - $28,450 TOTAL BUDGET - $23,450

SUPPLEMENTAL INFORMATION
FY 2011 – 2012

420 - TOWN ADMINISTRATOR:

420-5005 - SALARY - $100,971 **BUDGET AMOUNT - $96,278**

Current Salary - $95,325

420-5010 - WAGES - $45,301 **BUDGET AMOUNT - $42,767**

Current Salary - $42,767 2012 Salary $45,301

420-5010 - LONGEVITY - $2,039 **BUDGET AMOUNT - $ 1,711**
Current Longevity – $1,925 2010 Longevity - $2,039

420-5020 – TOWN ADMINISTRATOR AUTOMOBILE STIPEND - $2,800 **BUDGET AMOUNT - $ 2.700**
Car stipend in lieu of a Town vehicle, $225 a month.

420-6015 - DUES & SUBSCRIPTIONS - $2,000 **BUDGET AMOUNT - $ 1,900**
Rhode Island Manager's Association fees and management journals, etc.

420-6020 – OPERATING SUPPLIES - $900
Office supplies.

420-6050 - PROFESSIONAL DEVELOPMENT - $2,500
Annual professional and business expenses: registration, materials, meal reimbursement, authorized meetings, and seminars.

420-6070 – TRAVEL EXPENSES - $100

TOTAL REQUESTED BUDGET $156,611 **TOTAL BUDGET $148,856**

SUPPLEMENTAL INFORMATION
FY 2011 - 2012

430 – ELECTION UNIT:

430-5005 - SALARIES - $3,500
Charter-required three member Board of Canvassers. Chairperson: $14.00 per hour; 2 Members: $11.00 per hour.

430-6020 - OPERATING SUPPLIES - $700 (same as FY 2009 – 2010)
Supplies unique to the operation of Board of Canvassers, including use of ballot machine and printing of ballots and poll books for the April 2012 Chariho District Financial Referendum (may be reimbursed by Chariho) and the June 2012 local Financial Town Referendum (approx. $230). Amount also includes office supplies needed by the Board.

430-6035 – MISCELLANEOUS – $700 (same as FY 2009 – 2010)
This amount will cover mileage expenses for the Canvassers and Deputy Town Clerk (Elections) for trips to the Board of Elections for required meetings and training, traveling back and forth from the polls during elections, (the Town Clerk does not charge for her mileage), breakfast and dinner for pollworkers:

Mileage to Providence is approx. 84 miles at $.50/mile = $42 x 4 trips = $168. A town car is taken whenever possible
April Chariho DFR – no mileage as the poll is here. Morning refreshments and dinner: $120
June FTR – no mileage as the poll is here. Morning refreshments and dinner: $120
Special Referendum (if needed) - no mileage as the poll is here. Morning refreshments and dinner: $120

430-6075 – TOOLS AND EQUIPMENT - $0

430-6095 - STIPENDS - $1,350

Election worker wages for the following:

April 2012 Chariho District Financial Referendum: 1 poll	2 Moderators/Clerks at $125 = $250 2 Supervisors at $100 = $200
June 2012 Town Fiscal Referendum: 1 polling location	2 Moderators/Clerks at $125 = $250 2 Supervisors at $100 = $200
Special Referendum (if needed): 1 polling location	2 Moderators/Clerks at $125 = $250 2 Supervisors at $100 = $200

The Town Sergeant is paid through the Town Council wage line 420-5010

TOTAL REQUESTED BUDGET $ 6,250

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.440.5005.000	Treasurer Salary	54,723	69,530	45,783	69,520	74,426	74,426	70,849	70,849
01.440.5010.000	Treasurer Wages	67,701	67,700	44,266	67,700	71,710	71,710	67,700	67,700
01.440.5010.003	Treasurer's Emp Longevity	2,370	2,539	1,660	2,539	2,868	2,868	2,708	2,708
01.440.5025.000	Treasurer Overtime Wages	228	750	-	-	750	750	250	250
01.440.6015.000	Dues & Subscriptions	100	380	-	100	380	380	380	380
01.440.6020.000	Operating Supplies	1,992	3,080	1,269	3,000	3,200	3,200	2,000	2,000
01.440.6050.000	Professional Development	318	1,500	175	250	1,500	1,500	1,500	1,500
01.440.6065.000	Purchased Services	8,367	8,300	6,186	8,300	9,600	9,600	9,600	9,600
01.440.6070.000	Travel Expense	-	500	49	100	500	500	200	200
01.440.6075.000	Tools/Equipment	78	400	55	200	400	400	400	400
	Total	**135,875**	**154,679**	**99,443**	**151,709**	**165,334**	**165,334**	**155,587**	**155,587**
01.450.5005.000	Tax Assessor Salary	73,979	72,447	50,147	72,447	76,738	76,738	72,447	72,447
01.450.5005.002	Tax Assessor Longevity	7,245	7,245	4,737	7,245	7,674	7,674	7,245	7,245
01.450.5010.000	Tax Assessor Wages	91,409	32,376	19,924	32,376	34,293	34,293	32,376	32,376
01.450.5010.002	Tax Assessor Non-Pension Wages	-	-	591	600	-	-	-	-
01.450.5010.003	Tax Assessor Emp Longevity	809	971	31	971	1,200	1,200	1,133	1,133
01.450.5015.000	Tax Assessor Part-Time Wages	9,016	-	-		7,722	7,722	-	-
01.450.5025.000	Tax Assessor Overtime Wages	-	500	-	-	500	500	-	-
01.450.6015.000	Dues & Subscriptions	766	825	338	500	800	800	800	800
01.450.6020.000	Operating Supplies	2,550	1,300	264	1,300	1,300	1,300	1,300	1,300
01.450.6050.000	Professional Development	691	1,500	-	1,000	2,400	2,400	2,400	2,400
01.450.6055.000	Professional Services	135	500	125	250	500	500	250	250
01.450.6060.000	Printing & Binding	390	400	400	400	400	400	400	400
01.450.6065.000	Purchased Services	-	-	-		-	-	3,000	3,000
01.450.6070.000	Travel Expense	258	200	-	-	100	100	100	100
01.450.6075.000	Tools/Equipment	261	-	-		1,500	1,500	600	600
	Total	**187,508**	**118,264**	**76,557**	**117,089**	**135,127**	**135,127**	**122,051**	**122,051**
01.455.5005.000	GIS Salary	-	60,526	40,739	60,526	64,111	64,111	60,526	60,526
01.455.5005.002	GIS Longevity	-	-	-		1,603	1,603	1,513	1,513
01.455.6015.000	Dues & Subscriptions	-	100	-	100	200	200	200	200
01.455.6020.000	Operating Supplies	-	3,000	2,107	3,300	2,000	2,000	2,000	2,000
01.455.6050.000	Professional Development	-	1,000	287	500	1,650	1,650	1,650	1,650
01.455.6055.000	Professional Services	-	500	-	-	6,500	6,500	-	-
01.455.6070.000	Travel Expense	-	200	102	150	200	200	200	200
	Total	**-**	**65,326**	**43,235**	**64,576**	**76,264**	**76,264**	**66,089**	**66,089**

SUPPLEMENTAL INFORMATION
FY2011 – 2012

440 – TOWN TREASURER:

440-5005 – SALARY $74,426 **BUDGET AMOUNT - $70,849**

Treasurer	Current Salary:	$70,248	2012 Salary:	$74,426
	Longevity:	$0	Longevity:	$0

A level change from 6C to 6D is effective 9/14/11.

440-5010 – WAGES $71,710 **BUDGET AMOUNT - $67,700**

Treasurer's Assistant	Current Salary:	$33,850	2012 Salary:	$35,855
Treasurer's Assistant	Current Salary:	$33,850	2012 Salary:	$35,855

440-5010 – Longevity $2,868 **BUDGET AMOUNT - $ 2,708**

Treasurer's Assistant	Current Longevity:	2,539	Longevity:	2,868 (16 yrs.)
Treasurer's Assistant	Current Longevity:	$0	Longevity:	$0

440-5025 – OVERTIME $ 750 **BUDGET AMOUNT - $ 250**

Calculation based on 40 hours of overtime at Treasurer's Assistant rate per Teamsters Contract. Overtime budgeted for the implementation the fixed asset and employee benefits modules of the new financial software system and other high volume periods of work.

SUPPLEMENTAL INFORMATION
FY2011 – 2012

440 – TOWN TREASURER – (cont'd):

440-6015 – DUES & SUBSCRIPTIONS - $380

RIGFOA	60
Misc. Dues & Subscriptions	320

440-6020 – OPERATING SUPPLIES - $3,200 **BUDGET AMOUNT - $ 2,000**

This expense covers the following items:

Laser checks for payables @ average 200 checks per month	$550
Regular and window envelopes @ average 300 per month	350
Calculator ribbons and tapes	50
Printer cartridges	800
Folders – storage boxes, etc.	200
Four part purchase order/vouchers @ 300 average per month	550
1099 forms for non-corporate vendors	100
Miscellaneous sized binders for record keeping	300
Miscellaneous office supplies (pens, pencils, paper, etc.)	300

440-6050 – PROFESSIONAL DEVELOPMENT - $1,500

Fees for conferences, seminars, training and continuing professional education (CPE).

SUPPLEMENTAL INFORMATION
FY2011 – 2012

440 – TOWN TREASURER – (cont'd):

440-6065 – PURCHASED SERVICES - $9,600

The average cost for ADP's payroll service is currently $800 per month including annual W-2's and all tax reporting and InfoLink GL biweekly processing. This also includes processing of retirees payments and direct deposits.

440-6070 – TRAVEL - $500 **BUDGET AMOUNT - $ 200**

Business related travel for Treasurer and staff.

440-6075 – TOOLS & EQUIPMENT - $400

Appropriation for equipment such has file cabinets, shredders, calculators that may need to be replaced within the department.

TOTAL REQUESTED BUDGET $165,334 **TOTAL BUDGET - $155,587**

SUPPLEMENTAL INFORMATION
FY2011-2012

450 - TAX ASSESSOR:

450-5005 SALARY - $ 84,412 — **BUDGET AMOUNT - $ 79,692**

New Fiscal Year Salary -		$	76,738.00	CPMA Grade 6D
Longevity -			7,674.00	21 years employment - 10%
	Total	$	84,412.00	

450-5010 WAGES - $ 35,493 — **BUDGET AMOUNT - $ 33,509**

Senior Assessor's Clerk

New Fiscal Year Salary -		$	34,293.00	Teamster Position Grade
Longevity -			1,200.00	7 years employment
	Total	$	35,493.00	

450-5015 PART-TIME WAGES - $ 7,722 — **BUDGET AMOUNT - $ 0**

Real Estate / Building Permit Data Collector (position split with Assistant Building Inspector)

New Fiscal Year Salary -		$	7,722.00	(New Split Position - based on Building Official's
	Total	$	7,722.00	Budget - 9 Hrs/wk @ $16.50/hr)

450-5025 OVERTIME WAGES - $ 500 — **BUDGET AMOUNT - $ 0**

450 - TAX ASSESSOR (cont'd):

450-6015 - DUES & SUBSCRIPTIONS - $ 800

NADA Price Guides	$145
Assessment Literature	$50
IAAO membership	$175
RIAAO membership	$35
NRAAO membership	$35
RI Vehicle Value	$150
	$800

The cost of dues represents those organizations that the Tax Assessor maintains active membership for the enhancement of professional techniques and assessment administration. The cost related to the subscriptions is to maintain updated cost and analysis schedules for the proper valuation as well as understanding new concepts and incorporating GIS practices and procedures into the Town environment.

450-6020 OPERATING SUPPLIES - $1,300

Printer Toner	$500
General Office Supplies	600
Required Forms	150
Repairs & Maintenance	50
	$1,300

This value is based on the cost of materials needed to maintain present equipment and procedures.

450 - TAX ASSESSOR (cont'd):

450-6050 PROFESSIONAL DEVELOPMENT - $ 2,400

VISION Software Training and Annual User Group Conference $ 700

Annual training for VISION APPRAISAL Software. This software is the main property valuation software used in the Assessor's office; Vision Appraisal updates their software annually and offers this 2-day conference as the main training event for all users. This request includes overnight accommodations and travel.

Northeast Regional Association of Assessing Officers Conference (NRAAO) $ 850

The NRAAO offers intermediate and advanced level courses for Assessment Officials for the purpose of continuing education and certification programs. This is an annual three-day conference located in the northeast; the request includes the cost of the conference, overnight accommodations and travel.

IAAO-URISA CAMA/GIS Conference Property Valuation & Modeling $1, 850

This conferences offers education on advanced Assessment (CAMA) modeling /methods and results of mathematical models used in the appraisal of property. Valuation modeling includes the use of GIS and 3-D property value visualization. This is a two - three day conference; the request includes the cost of the conference, overnight accommodations and travel.

450-6055 - PROFESSIONAL SERVICES - $ 500

BUDGET AMOUNT - $ 250

This value is for specific software changes for the Assessment and Tax Administration software.

450-6060 PRINTING & BINDING - $ 400

Cost for printing tax books.

450 - TAX ASSESSOR (cont'd):

450-6065 PRCHASE SERVICES $ 0 **BUDGET AMOUNT - $ 3,000**

450-6070 TRAVEL EXPENSES - $ 100

Travel costs for meetings, educations sessions and property inspections when not using a Town vehicle.

450-6075 SMALL TOOLS & EQUIPMENT - $ 1,500 **BUDGET AMOUNT - $ 600**

Replacement Measuring Devices	$ 50
Replacement Camera/Supplies	250
6 File cabinets for records retention	1,200

TOTAL REQUESTED BUDGET $ 135,127 **TOTAL BUDGET - $122,051**

SUPPLEMENTAL INFORMATION
FY2011 – 2012

455 - GIS:

455-5005 SALARY - $65,714 **BUDGET AMOUNT – $ 62,039**

New Fiscal Year Salary -	$	64,111.00	CPMA Grade 4D
Longevity -		1,603.00	5 years employment - 2.5%
Total	$	65,714.00	

455-6015 - DUES & SUBSCRIPTIONS - $ 200

GIS professional license fee	$ 200

The cost of dues represents those organizations that the GIS Professional maintains active membership for the enhancement of professional techniques and GIS administration. The cost related to the subscriptions is to maintain professional status as well as remaining current to the new concepts in the ever changing and improving GIS technology.

455-6020 OPERATING SUPPLIES - $2,000

Plotter Paper Rolls 24", 36" & 42"	$ 600
Plotter Ink HP T1100	$ 500
Plotter Ink HP DJ5500	$ 800
Repairs & Maintenance	$ 100

This value is based on the cost of those materials needed to maintain present equipment and procedures.

SUPPLEMENTAL INFORMATION
FY2011 – 2012

455-6050 PROFESSIONAL DEVELOPMENT - $ 1,650

North East ARC Users Group Meeting (NEARC) $ 800

This GIS conference contains training designed for local GIS technicians to work through various presentations of technology and project implementation. This is a three day conference in the northeast; request includes the cost of the conference, overnight accommodations and travel.

ESRI Software Education $ 850

ESRI Education course rang in price from $85 for 6 hr web base classes to $1,470 for 3 day class room courses. This request is for a series of advance web based training to keep current with he ever changing GIS technology

455-6055 - PROFESSIONAL SERVICES - $6,500 **BUDGET AMOUNT - $ 0**

GIS Web-Based applications $ 6,500

For outsourcing Internet access of GIS data, Various Maps and Abutters lists for public access.

455-6070 TRAVEL EXPENSES - $200

Travel Expenses $ 200

Travel costs for meetings, educations sessions and property inspections when not using a Town vehicle.

TOTAL REQUESTED BUDGET $76,264 **TOTAL BUDGET - $ 66,089**

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.460.5005.000	Tax Collector Salary	54,152	53,045	35,806	53,045	56,187	56,187	53,045	53,045
01.460.5005.002	Tax Collector Longevity	4,509	5,305	3,468	5,305	5,619	5,619	5,305	5,305
01.460.5010.000	Tax Collector Wages	32,376	32,376	21,169	32,376	34,293	34,293	32,376	32,376
01.460.5010.003	Tax Collector Emp Longevity	2,104	2,266	1,405	2,266	2,572	2,572	2,590	2,590
01.460.6015.000	Dues & Subscriptions	30	100	5	100	100	60	60	60
01.460.6020.000	Operating Supplies	2,832	3,000	3,372	5,500	3,500	3,200	3,200	3,200
01.460.6050.000	Professional Development	790	1,000	-	-	1,000	1,000	1,000	1,000
01.460.6070.000	Travel Expense	300	200	-	-	200	200	200	200
01.460.6075.000	Tools/Equipment	-	100	-	100	100	100	100	100
	Total	**97,092**	**97,392**	**65,225**	**98,692**	**103,571**	**103,231**	**97,876**	**97,876**
01.470.5005.000	Town Clerk Salary	63,087	60,526	39,574	60,526	64,111	64,111	60,526	60,526
01.470.5005.002	Town Clerk Longevity	6,053	6,053	3,957	6,053	6,411	6,411	6,053	6,053
01.470.5010.000	Town Clerk Wages	72,758	72,758	47,572	72,758	77,068	77,068	72,758	72,758
01.470.5010.003	Town Clerk Emp. Longevity	3,456	3,820	2,340	3,820	4,432	4,432	4,365	4,365
01.470.5015.000	Town Clerk Part-time Wages	951	16,250	588	4,000	15,000	12,000	10,000	10,000
01.470.5025.000	Town Clerk Overtime Wages	466	1,200	1,268	1,700	1,400	1,400	1,400	1,400
01.470.6000.000	Town Clerk Wage Reimbursement	(116)	-	-		-	-	-	-
01.470.6015.000	Dues & Subscriptions	577	661	619	650	561	561	561	561
01.470.6020.000	Operating Supplies	1,693	1,500	489	1,000	1,500	1,500	1,500	1,500
01.470.6050.000	Professional Development	115	450	-	-	1,450	1,450	1,450	1,450
01.470.6060.000	Printing & Binding	761	800	400	400	900	900	900	900
01.470.6065.000	Purchased Services	17,242	15,000	9,818	15,000	15,000	15,000	15,000	15,000
01.470.6075.000	Tools/Equipment	-	450	-	-	450	450	450	450
	Total	**167,042**	**179,468**	**106,624**	**165,907**	**188,283**	**185,283**	**174,963**	**174,963**
01.480.5005.000	Town Planner Salary	63,201	64,607	51,632	80,000	68,434	68,434	64,607	64,607
01.480.5005.002	Town Planner Longevity	-	-	-		1,711	1,711	1,615	1,615
01.480.5010.000	Town Planner Wages	32,376	32,376	22,247	32,376	34,293	34,293	32,376	32,376
01.480.5010.002	Town Planner Emp Longevity	1,781	1,943	1,224	1,943	2,229	2,229	1,943	1,943
01.480.5025.000	Town Planner Overtime Wages	1,241	1,200	789	1,200	1,200	1,200	1,200	1,200
01.480.6015.000	Dues & Subscriptions	3,402	3,800	3,250	3,800	3,800	3,800	3,800	3,800
01.480.6020.000	Operating Supplies	458	1,000	102	400	1,000	1,000	1,000	1,000
01.480.6050.000	Professional Development	938	1,000	-	-	1,000	1,000	1,000	1,000
01.480.6065.000	Purchased Services	-	500	41	100	500	500	500	500
01.480.6075.000	Tools/Equipment	-	100	-	100	100	100	100	100
01.480.6090.000	Video Taping	-	600	58	600	600	600	600	600
	Total	**103,396**	**107,126**	**79,344**	**120,519**	**114,867**	**114,867**	**108,741**	**108,741**

SUPPLEMENTAL INFORMATION
FY 2011 – 2012

460 - TAX COLLECTOR:

460-5005 - SALARY - $61,806 **BUDGET AMOU T - $ 58,350**

Tax Collector - Current Salary -	$52,398	
2012 Salary -	$56,187	
Longevity -	5,619	(Original DOH 8/22/90, FT 7/1/1992)
	$61,806	

460-5010 - WAGES - $36,865 **BUDGET AMOU T - $ 34,966**

Tax Collector's Clerk Current Salary -	$30,967	
2012 Salary -	$34,293	
Longevity -	2,572	(DOH 12/18/96)
	$36,865	

460-5025 - OVERTIME WAGES - $0.00
This will allow for approximately 0 Hrs. of overtime @ $00.00 per hour, based on Clerk's salary.

460-6015 - DUES/SUBSCRIPTIONS - $100 **BUDGET AMOU T - $ 60**
Dues and subscription fees for Tax Collector's associations - Northeast Regional Tax Collector's & Treasurer's Association ($30), RIGFOA $40) and Rhode Island Tax Collector's Association ($30).

460-6020 - OPERATING SUPPLIES - $3,500 **BUDGET AMOU T - $ 3,200**
Includes paper and supplies for printing of tax bills, general office supplies such as letterhead, business cards, folders, storage materials, envelopes, calculator and computer supplies (paper, toner cartridges, adding machine rolls and ribbon). Increase in request due to price increases, no increase in this line since 2006.

SUPPLEMENTAL INFORMATION
FY 2011 – 2012

460 - TAX COLLECTOR (cont'd):

460-6050 – PROFESSIONAL DEVELOPMENT - $1,000
Annual NE Regional Tax Collectors & Treasurers Association Conference, request includes travel expenses to Meredith, New Hampshire along with registration for conference. The conference fees include lodging and meals.

460-6070 - TRAVEL EXPENSE - $200
Mileage reimbursement for personal car usage while making bank runs for change, seminars and meetings.

460-6075 - SMALL TOOLS & EQUIPMENT - $100
This line item provides for filing and organizing as well as other equipment needed by this department.

TOTAL REQUESTED BUDGET $103,571

TOTAL BUDGET $ 97,876

SUPPLEMENTAL INFORMATION
FY2011 - 2012

470 - PUBLIC RECORDS

470-5005 - SALARY - $70,522

BUDGET AMOUNT - $ 66,579

FY 2011-2012 Base Salary -	$ 64,111 (grade 4D)
Longevity -	$ 6,411 (25 yrs employment)
Total	$ 70,522

470-5010 - WAGES - $81,500

BUDGET AMOUNT - $ 77,123

Deputy Town Clerk

FY 2011-2012 Base Salary -	$ 38,534
Longevity -	$ 1,927 (10 yrs employment)
Total -	$ 40,461

Deputy Town Clerk

FY 2011-2012 Base Salary -	$ 38,534
Longevity -	$ 2,505 (13 yrs employment)
Total -	$ 41,039

470-5015 – PART TIME WAGES - $15,000

BUDGET AMOUNT $ 10,000

Clerical Assistance

470-5025 - OVERTIME WAGES - $1,400

Per the Teamsters Local 251 contract, there is a 4-hour minimum at time and one-half for the full time staff in the bargaining unit. This figure provides for attendance of a Deputy at meetings/workshops not attended by the Town Clerk or overtime due to an election/town financial referendum.

SUPPLEMENTAL INFORMATION
FY2011 - 2012

470-6015 – DUES/SUBSCRIPTIONS - $561

RI City & Town Clerk's Association - $150
NE Association of City and Town Clerks - $75
International Institute of Municipal Clerks Association - $115
Subscription – Westerly Sun - $221

It is important for the Town Clerk to maintain membership in these professional organizations to enhance practices and procedures in the Town Clerk's Office. The subscription to the Westerly Sun is maintained because the office verifies the legal ads placed for Probate and Council meetings. One notary renewal is needed to be done during this fiscal year.

470-6020 - OPERATING SUPPLIES - $1,500
Supplies for the operation of Town Clerk's office: Probate folders, toner cartridges, archival envelopes for plat maps, tape recording cassettes, receipt paper, 3 hole punch archival land evidence paper, binders for Board/Commission minutes, general office supplies.

470-6050 – PROFESSIONAL DEVELOPMENT - $1,450
Attendance at quarterly Town Clerk meetings and education seminars. Both must be done for recertification for the Town Clerk as a Certified Municipal Clerk. $200 has been added to this line to be transferred out at the end of the fiscal year into an account set up for the certification of the deputies. I have also added $1000 for my Deputy Town Clerk, Amy Weinreich to begin attending the New England Institute for Municipal Clerks in order to attain her certification as a municipal clerk. This is a 3 year program whereas she would attend school for one week in either July or August.

470-6060 - PRINTING AND BINDING - $ 900
Purchase of Town Council Minutes Book - $400, and Tax Books - $400, letterhead, receipt books $100

470-6065 - PURCHASED SERVICES - $ 15,000
Processing of Land Evidence records and plat maps. Microfilming of Probates, Town Council Minutes, Honorable Discharges. This amount is offset by the revenues taken in by land evidence recording and probates. This amount also includes upgrades and maintenance for the Probate/Dog/Business License software.

470-6075 - TOOLS AND EQUIPMENT - $ 450
Level funding. Miscellaneous office equipment upgrades and/or repairs.

TOTAL REQUESTED BUDGET: $188,283

TOTAL BUDGET - $174,963

SUPPLEMENTAL INFORMATION
FY 2011 - 2012

480 – TOWN PLANNER:

480-5005 – SALARIES $70,145

BUDGET AMOUNT - $ 66,222

FY12 Salary - $68,434
Longevity 1,711

480-5010 – WAGES $36,522

BUDGET AMOUNT - $ 34,319

Planning Secretary Wages:
FY12 Salary - $34,293
Longevity - 2,229 (13 years employment)

The Planning Department Secretary serves as primary support for the Town Planner as well as Planning Commission. In addition, the Planning Secretary provides support as needed to the Wastewater Management Specialist. The clerical position for the Planning Department has a set of responsibilities that are additional to the standard clerical position. The Planning Department clerk is responsible for the collection and assembly of all the information that is provided to the Planning Commission for their meetings. The clerk is also required to attend those meetings and create and manage the minutes for those meetings.

480-5025 – OVERTIME WAGES $1,200

The Planning Commission shall determine the number of meetings. Planning Secretary for 24(+/-) Planning Commission regular meetings & miscellaneous workshops. This line item is being increased due to an expected increase in the number of Planning Commission meetings likely to be needed for Comprehensive Permit Review (Based on Teamster's Local 251 Contract, effective 7/05, Overtime is mandatory for Planning Secretary based on 1.5 times wage per Teamster's Contract.)

480-6015 DUES & SUBSCRIPTIONS $3,800

APA National/Chapter/Division Dues ($400.); Professional Journals; PAS/Research Materials for department ($400); Washington County Regional Planning Council Dues ($3,000)

SUPPLEMENTAL INFORMATION
FY 2011 – 2012

480 – TOWN PLANNER (cont'd):

480-6020 – OPERATING SUPPLIES $1,000
Stationary, labels, highlighters, miscellaneous consumables such as binders, mailing tape, paper, pens, pencils, records filing and miscellaneous supplies unique to operation of the Planning Department.

480-6050 – PROFESSIONAL DEVELOPMENT $1,000
Conference attendance fees and training sessions; APA quarterly professional meetings; NE Planning Conference; Grow Smart/Washington County Regional Planning Commission training sessions.

480-6065 – PURCHASED SERVICES $500
Reproduction Services/Technical Assistance & Special Projects. Procurement of stenographic services and consultant services for various Planning Department projects, as well as Subdivision and Land Development Projects being reviewed by the Planning Commission. The Planning Commission has recently begun the practice of having a professional stenographer create a record of all Public Hearings; this will also include Comprehensive Permit proceedings.

480-6075 – TOOLS & EQUIPMENT $100.
Miscellaneous Small Tools/Equipment unique to Department. Repairs to existing office equipment and purchase of equipment and software which may need to be replaced within the Department.

480-6090 – VIDEO TAPING $600
Video taping Planning meeting.

TOTAL REQUESTED BUDGET $ 114,867

TOTAL BUDGET $ 108,741

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.490.4920.000	Miscellaneous Supplies	6,395	7,500	6,082	6,200	8,000	8,000	8,000	8,000
01.490.4920.001	Water, Police	545	-	380	660	-	-	-	-
01.490.4920.002	Water, Town Hall	492	-	256	440	-	-	-	-
01.490.4920.003	Water, DPW	363	-	270	460	-	-	-	-
01.490.4920.004	Water, ACO	126	-	56	100		-	-	-
01.490.4925.000	Communications	16,367	38,000	13,593	23,302	43,000	43,000	43,000	43,000
01.490.4925.410	Communications-Town Council	148	-	-	-	-	-	-	-
01.490.4925.420	Communications-Town Administrator	720	-	1,907	3,269	-	-	-	-
01.490.4925.440	Communications-Treasurer	333	-	-	-	-	-	-	-
01.490.4925.450	Communications-Tax Assessor	437	-	-	-	-	-	-	-
01.490.4925.460	Communications-Tax Collector	181	-	-	-	-	-	-	-
01.490.4925.470	Communications-Town Clerk	298	-	-	-	-	-	-	-
01.490.4925.480	Communications-Planner	183	-	-	-	-	-	-	-
01.490.4925.510	Communications-Police	11,254	-	7,311	12,533	-	-	-	-
01.490.4925.520	Communications-Building Inspector	198	-	-	-	-	-	-	-
01.490.4925.530	Communications-Civil Defense	1,240	-	-	-	-	-	-	-
01.490.4925.540	Communications-ACO	1,223	-	728	1,248	-	-	-	-
01.490.4925.560	Communications-Public Assistance	459	-	-	-	-	-	-	-
01.490.4925.610	Communications-DPW	822	-	172	295	-	-	-	-
01.490.4925.810	Communications-Recreation	2,814	-	(26)	100	-	-	-	-
01.490.4925.820	Communications-Town Beach	477	-	280	480	-	-	-	-
01.490.4925.830	Communications-Ninigret Park	2,134	-	1,267	2,100	-	-	-	-
01.490.4925.840	Communications-Driving Range	98	-	-	-	-	-	-	-
01.490.4925.850	Communications-Blue Shutters	361	-	220	370	-	-	-	-
01.490.4935.000	Advertising	(1,879)	30,000	-	-	30,000	30,000	30,000	30,000
01.490.4935.410	Advertising-Town Council	9,167	-	4,824	8,270	-	-	-	-
01.490.4935.411	Advertising-Ordinances	15,841	-	7,608	12,000	-	-	-	-
01.490.4935.430	Advertising-Board Of Canvasser	158	-	1,165	1,997	-	-	-	-
01.490.4935.440	Advertising-Treasurer	359	-	-	500	-	-	-	-
01.490.4935.450	Advertising-Tax Assessor	235	-	46	70	-	-	-	-
01.490.4935.470	Advertising-Town Clerk	1,912	-	794	1,360	-	-	-	-
01.490.4935.480	Advertising-Planning	-	-	206	350	-	-	-	-
01.490.4935.510	Advertising-Police	1,097	-	-	-	-	-	-	-
01.490.4935.520	Advertising-Building Inspector	-	-	800	1,200	-	-	-	-
01.490.4935.540	Advertising-Animal Control	1,000	-	521	800	-	-	-	-
01.490.4935.610	Advertising-Public Works	1,935	-	464	795	-	-	-	-
01.490.4935.660	Advertising-WWM	52	-	-	-	-	-	-	-
01.490.4935.810	Advertising-Parks & Recreation	1,211	-	2,300	3,950	-	-	-	-
01.490.4945.000	Postage	509	17,000	1,443	2,100	20,000	20,000	20,000	20,000

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.490.4945.410	Postage-Town Council	21	-	755	1,250	-	-	-	-
01.490.4945.420	Postage-Town Administrator	850	-	113	150	-	-	-	-
01.490.4945.430	Postage-Board of Canvassers	477	-	1,717	2,900	-	-	-	-
01.490.4945.440	Postage-Treasurer	1,509	-	942	1,600	-	-	-	-
01.490.4945.450	Postage-Tax Assessor	1,366	-	1,241	2,000	-	-	-	-
01.490.4945.455	Postage - GIS			20	25				
01.490.4945.460	Postage-Tax Collector	4,744	-	5,919	7,900	-	-	-	-
01.490.4945.470	Postage-Town Clerk	984	-	720	1,200	-	-	-	-
01.490.4945.480	Postage-Planner	9	-	1	1	-	-	-	-
01.490.4945.520	Postage-Building Inspector	137	-	111	190	-	-	-	-
01.490.4945.540	Postage-ACO	328	-	16	25	-	-	-	-
01.490.4945.610	Postage-DPW	316	-	86	147	-	-	-	-
01.490.4945.660	Postage-WWM	707	-	669	1,100	-	-	-	-
01.490.4945.800	Postage-Senior Center	10	-	4	4	-	-	-	-
01.490.4945.810	Postage-Recreation	386	-	191	325	-	-	-	-
01.490.4950.000	Computer Maint & Upgrades	32,753	70,890	14,064	18,000	93,670	93,670	84,520	84,520
01.490.4950.420	Computer Maintenance-Town Administrator			558	558				
01.490.4950.440	Computer Maintenance-Treasurer	5,582	-	10,661	13,000	-	-	-	-
01.490.4950.450	Computer Maintenance-Tax Assessor	13,082	-	9,132	16,000	-	-	-	-
01.490.4950.455	Computer Maintenance - GIS	-	-	5,419	6,000	-	-	-	-
01.490.4950.460	Computer Maintenance-Tax Collector	3,025	-	5,239	8,000	-	-	-	-
01.490.4950.470	Computer Maintenance-Town Clerk	1,368	-	3,442	5,000	-	-	-	-
01.490.4950.480	Computer Maintenance-Planner	650	-	178	200	-	-	-	-
01.490.4950.510	Computer Maintenance-Police	356	-	-	-	-	-	-	-
01.490.4950.520	Computer Maintenance-Building Inspector	1,492	-	2,135	2,200	-	-	-	-
01.490.4950.610	Computer Maintenance-DPW	274	-	-	-	-	-	-	-
01.490.4950.660	Computer Maintenance - Wastewater Mgt	-	-	437	750	-	-	-	-
01.490.4950.800	Computer Maintenance-Senior Center	1,556	-	100	100	-	-	-	-
01.490.4950.810	Computer Maintenance-Recreation	-	-	427	800	-	-	-	-
01.490.4955.000	Pool Vehicle Maintenance	1,271	7,500	3,653	3,800	5,000	5,000	5,000	5,000
01.490.4955.450	Pool Vehicle Maintenance-Tax Assessor	815	-	848	900	-	-	-	-
01.490.4955.520	Pool Vehicle Maintenance-Building Inspector	1,206	-	810	900	-	-	-	-
01.490.4955.540	Pool Vehicle Maintenance-ACO	641	-	500	550	-	-	-	-
01.490.4955.810	Pool Vehicle Maintenance-Recreation	1,833	-	1,403	1,450		-	-	-
01.490.4970.000	Equipment Rental/Leases	23,305	25,000	10,855	25,000	25,000	25,000	25,000	25,000
01.490.4975.000	Equip Maint/Contracts	472	2,500	847	2,500	2,500	2,500	2,500	2,500
01.490.4975.510	Equip Maint & Repair	150	-	-	-	-	-	-	-
01.490.4975.800	Equip Maint & Repair	610	-	-	-	-	-	-	-
01.490.4980.000	Codification Update	4,852	5,000	11,325	12,000	8,000	8,000	8,000	8,000
01.490.4985.000	Bank Charges	1,792	2,000	862	1,500	2,000	2,000	2,000	2,000
01.490.6065.000	Purchase Services	58	500	-	-	500	500	500	500
	Total	**188,252**	**205,890**	**148,066**	**222,975**	**237,670**	**237,670**	**228,520**	**228,520**

SUPPLEMENTAL INFORMATION
FY 2011- 2012

490- CENTRAL SERVICES:

490-4920 - MISCELLANEOUS SUPPLIES - $8,000
Purchase paper for all copiers in Town Hall, as well as toner and all other miscellaneous items pertaining to copy machines. Fax machine paper, toner, and printer cartridges for municipal purposes. Also covers cost of water for all Town facilities.

490-4925 – COMMUNICATIONS - $43,000
Monthly telephone expenses for all areas except new police department. Includes pagers, radio communications, repairs to radios, etc. Increased Internet Bandwidth from 10/2 MB (upload/download) to 25/15 MB, at the Town Hall and Police Station. This increase speed will allow greater functionality for daily use and enhanced speed and productivity with nightly cross-platform back-ups and data exchanges from the Town Hall and Police Station.

490-4935 - ADVERTISING - $30,000

Expenses related to all legal advertising, job applicants, probate advertising, bid advertising, etc.

490-4945 - POSTAGE - $20,000
Cost for all postage inclusive of the mailing of tax bills (includes delinquent notices).

490-4950 - COMPUTERS & MAINTENANCE - $ 93,670 **BUDGET AMOUNT $84,520**

Purchase of computer hardware purchases, upgrades and maintenance along with software maintenance contracts for all departments (except for police computer maintenance is budgeted separately).

SUPPLEMENTAL INFORMATION

FY 2011- 2012

490 - CENTRAL SERVICES (cont'd):

Computer Hardware:		15000	
Computer Software:		3,000	
Consultants:		5,000	
Sub-total		23,000	
Software Maintenance Agreements		70,670	
Total		$93,670	

490-4955 - POOL VEHICLE MAINTENANCE - $5,000

Gasoline usage and general repairs for six vehicles used by Town Hall staff, including Recreation, Tax Assessor, Building Official, Town Planner and Animal Control Officer. This account is level funded.

SUPPLEMENTAL INFORMATION

FY 2011 2012

490 - CENTRAL SERVICES (cont'd):

490-4970 - EQUIPMENT LEASE/RENTAL - $25,000
Lease payments for postage machine and meter and two copy machines (excludes police copy machine). Increase due to average historical costs and allowable contractual rate increases up to 10% annually.

490-4975 - EQUIPMENT MAINTENANCE/CONTRACTS - $2,500
All contracts for maintenance and repairs to copy machines, postage machine, telephone equipment, typewriters and other various equipment owned by the Town of Charlestown excluding the police department contracts budgeted separately. This account is level funded.

490-4980 - CODIFICATION UPDATE - $8,000
Ordinances approved by Council and sent to General Code for inclusion in the Town Code of Ordinances and Planning records.

490-4985 – BANK CHARGES - $2,000
Monthly investment account fees.

490-6065- PURCHASED SERVICES - $1,500 **BUDGET AMOUNT - $ 500**

This line item funds document shredding expense for municipal departments last done in FY2010.

TOTAL REQUESTED BUDGET $237,670 **TOTAL BUDGET - $228,520**

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.510.4925.000	Communications	13,843	12,000	8,990	15,000	12,000	12,000	12,000	12,000
01.510.4945.000	Postage	247	600	230	400	600	600	600	600
01.510.4950.000	Computer Maintenance	7,491	4,000	216	3,000	4,000	4,000	4,000	4,000
01.510.4970.000	Equipment Rental/Leases	4,832	4,800	2,569	4,000	4,800	4,800	4,800	4,800
01.510.4975.000	Equipment Maint/Contracts	32,201	34,518	25,291	34,518	35,645	35,645	35,645	35,645
01.510.5000.000	Police Chief Salary	78,505	78,505	51,330	78,505	83,155	83,155	78,505	78,505
01.510.5000.002	Police Chief Longevity	7,851	7,851	5,133	7,851	8,316	8,316	7,815	7,815
01.510.5005.000	Police Salaries	1,033,906	1,085,173	580,304	956,757	1,155,818	1,155,818	1,091,245	1,091,245
01.510.5005.002	Police Longevity	55,631	60,441	38,119	60,441	69,067	69,067	65,204	65,204
01.510.5005.003	Police Misc Non-Pension Wages	2,250	-	127,555	138,416	-	-	-	-
01.510.5010.000	Dispatch Wages	140,890	146,707	95,887	146,707	165,389	165,389	151,421	151,421
01.510.5010.001	Police Secretary Wages	33,850	33,520	22,133	33,520	35,855	35,855	33,520	33,520
01.510.5010.002	Dispatch Non-Pension Wages	2,580	-	1,584	1,584	-	-	-	-
01.510.5010.003	Dispatcher Longevity Pay	5,429	5,626	3,677	5,626	6,162	6,162	5,817	5,817
01.510.5010.006	Police Sec Longevity Wages	2,539	2,708	1,732	2,808	3,048	3,048	2,877	2,877
01.510.5012.000	Police Custodians Wages	14,158	17,500	8,866	17,500	28,652	28,652	20,000	20,000
01.510.5025.000	Police Overtime Wages	212,254	195,000	130,814	190,000	195,000	195,000	195,000	195,000
01.510.5025.001	Dispatcher Overtime Wages	35,933	-	19,381	22,000	-	-	-	-
01.510.5025.002	Police Sec Overtime Wages	868	-	337	500	-	-	-	-
01.510.5030.000	Police Holiday Pay	68,632	75,000	59,107	75,000	77,450	77,450	75,000	75,000
01.510.5030.001	Dispatcher Holiday Pay	9,883	10,000	8,767	10,000	10,952	10,952	10,000	10,000
01.510.5035.000	Police Temporary Pay	970	5,000	510	1,000	5,000	5,000	5,000	5,000
01.510.5035.001	Dispatcher Temporary Pay	23,949	20,000	13,265	16,000	20,000	20,000	20,000	20,000
01.510.5040.000	Police Detail Pay	16,902	-	12,594	15,000	-	-	-	-
01.510.5040.001	Police Detail Reserves-W/Comp	45,650	-	35,475	40,000	-	-	-	-
01.510.5050.000	Police Disabled Office IOD	-	-	2,182	2,200	-	-	-	-
01.510.5060.000	Police Court Time	4,665	-	5,192	7,500	-	-	-	-
01.510.5070.000	Police Uniforms	23,800	28,750	23,750	28,750	28,750	28,750	28,750	28,750
01.510.5075.000	Police Training	737	-	749	1,000	-	-	-	-
01.510.6000.000	Police Wage Reimbursement	2,672	-	(3,564)	(6,110)	-	-	-	-
01.510.6000.001	Police Wage Reimbursements/Grants	(2,711)	-	(4,893)	(8,389)	-	-	-	-
01.510.6000.002	Police Officer Wage Reimb/Detail	(15,853)	-	(10,973)	(18,811)	-	-	-	-
01.510.6000.003	Police Reimburse/Beach Detail	(5,481)	-	(5,927)	(10,160)	-	-	-	-
01.510.6000.004	Dispatch Wage Reimb Amb/Fire	(13,801)	-	(10,351)	(17,744)	-	-	-	-
01.510.6000.005	Dispatch/Resve Reimb Detail	(35,855)	-	(26,978)	(46,248)	-	-	-	-
01.510.6005.000	Police Training	9,934	12,000	6,141	10,527	12,000	12,000	12,000	12,000
01.510.6010.000	Police Tuition Reimbursement	2,405	4,890	2,603	4,462	7,080	7,080	7,080	7,080
01.510.6015.000	Dues & Subscriptions	1,679	1,500	1,327	2,275	1,500	1,500	1,500	1,500
01.510.6020.000	Operating Supplies	4,924	5,000	3,542	6,072	5,000	5,000	5,000	5,000
01.510.6025.000	Operating Supply/Vehicle	66,061	71,600	47,615	81,626	71,840	71,840	71,840	71,840

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.510.6040.000	Maintenance & Repairs	27,728	30,000	19,674	33,727	30,000	30,000	30,000	30,000
01.510.6045.000	Police Maintenance Supplies	2,549	3,000	823	1,411	3,000	3,000	3,000	3,000
01.510.6050.000	Professional Development	-	-	-	-	2,000	2,000	2,000	2,000
01.510.6055.000	Professional Services	2,444	5,000	1,480	2,537	5,000	5,000	5,000	5,000
01.510.6065.000	Purchased Services	12,030	10,000	4,414	7,567	10,000	10,000	10,000	10,000
01.510.6065.002	Clothing Allowance-Belden	445	-	-		-	-	-	-
01.510.6065.003	Clothing Allowance - Previty	258	-	-		-	-	-	-
01.510.6065.004	Clothing Allowance-Anderson	440	-	-		-	-	-	-
01.510.6065.005	Clothing Allowance - Mancini	322	-	-		-	-	-	-
01.510.6065.006	Police Trash Removal	1,931	-	1,357	2,350	-	-	-	-
01.510.6065.007	Clothing Allowance - Doug Bliven	51	-	-	-	-	-	-	-
01.510.6065.008	Clothing Allowance - Bruce Celico	51	-	-	-	-	-	-	-
01.510.6070.000	Travel Expense	267	500	33	1,000	500	500	500	500
01.510.6075.000	Tools/Equipment	11,785	14,500	4,080	7,000	14,500	14,500	14,500	14,500
01.510.6165.000	Repairs & Maint - Facility	4,082	6,275	4,467	7,700	6,275	6,275	6,275	6,275
01.510.6195.000	Utilities	58,608	60,000	40,516	70,000	75,872	75,872	75,872	75,872
	Total	**2,017,412**	**2,051,964**	**1,361,125**	**2,046,376**	**2,194,226**	**2,194,226**	**2,091,766**	**2,091,766**

510 POLICE DEPARTMENT:

510-4925 COMMUNICATIONS **$12,000**

Phone service for the police department.

510-4945 POSTAGE **$ 600**

Postage for department mailings.

510-4950 COMPUTER MAINTENANCE **$ 4,000**

Computer licenses, upgrades, maintenance and repairs.

510-4970 EQUIPMENT RENTAL/LEASE **$ 4,800**

Rental of copy machine and postage meter.

510-4975 EQUIPMENT CONTRACTS / MAINTENANCE **$35,645**

ICM	$ 12,500
Carousel Telephone	4,010
HVAC	3,950
Alarm	2,585
Elevator	3,715
Digital Recorded	1,135
Cogent Livescan Fingerprints	7,750

510-5000 ADMINISTRATION **$91,471** **BUDGET AMOUNT - $ 86,320**

Chief's salary	83,155
Longevity	8,316

510-5005 Salaries **$1,224,885** **BUDGET AMOUNT - $1,156,449**

The Police Department is made up of both sworn and civilian personnel. The salaries of the police officers, dispatchers and the police are all set by collective bargaining agreements.

Rank	Salary	Longevity	TOTAL WAGES
Lieutenant	$70,958.00	$7,096.00	$78,054.00
Lieutenant	$70,958.00	$6,386.00	$77,344.00
Sergeant	$64,794.00	$6,479.00	$71,273.00
Sergeant	$64,794.00	$3,564.00	$68,358.00
Sergeant	$64,794.00	$3,888.00	$68,682.00
Detective	$61,209.00	$6,121.00	$67,330.00
Detective	$61,209.00	$6,121.00	$67,330.00
Detective	$61,209.00	$3,979.00	$65,188.00
Patrolman	$58,639.00	$5,571.00	$64,210.00
Patrolman	$58,639.00	$4,105.00	$62,744.00
Patrolman	$58,639.00	$3,225.00	$61,864.00
Patrolman	$58,639.00	$2,932.00	$61,571.00
Patrolman	$58,639.00	$2,346.00	$60,985.00
Patrolman	$58,639.00	$2,052.00	$60,691.00
Patrolman	$58,639.00	$2,052.00	$60,691.00
Patrolman	$57,284.00	$1,718.00	$59,002.00
Patrolman	$57,284.00	$1,432.00	$58,716.00
Patrolman	$57,131.00	$0.00	$57,131.00
Patrolman	$53,721.00	$0.00	$53,721.00
	$1,155,818.00	**$69,067.00**	**$1,224,885.00**

510-5010 WAGES (DISPATCH AND SECRETARY) **$210,454** **BUDGET AMOUNT - $ 193,635**

	Teamsters' Union	Wages	Longevity			Total
Secretary		35,855	3,048			38,903
	Laborers' Union	**Wages**	**Longevity**			
Dispatcher		41,076	2,054			43,130
Dispatcher		41,076	4,108			45,184
Dispatcher		41,076	0			41,076
Dispatcher				$5,000 stipend for computer work		5,000
Dispatcher		37,161	0			37,161
		160,389	6,162		5,000	171,551

510-5012 Custodian Wage: **$28,652** **BUDGET AMOUNT - $ 20,000**

Custodian maintenance aids currently paid $14.00/hour. Budgeted with an increase for one at $14.50/hour.

Maintenance	$14.50	38	$28,652.00	$28,652.00

510-5025 Overtime: **$195,000**

Overtime is sued to cover shifts to maintain absences caused by vacations, sick leave, personal days and minimum staffing. Also covers dispatch and court required needs. Level funded.

SUPPLEMENTAL INFORMATION
FY 2011-2012

510-5030 Holiday Pay: **$88,402** **BUDGET AMOUNT - $85,000**

All Police Department personnel receive holiday pay in addition to their regular pay for each of 12 contract holidays with the exception of the Dispatchers who receive 13. If an officer is scheduled to work they get time and one half, in addition to their regular day's pay. If they are on a scheduled day off they get an extra day's pay. Based on the 4 days on/two days off work schedule they work on the average 2 out of every 3 holidays. This would make for 8 holidays at time and one half and 4 at straight time. (See Chart)

HOLIDAY PAY CHART

Name	Hourly Rate	Daily Hours	Daily Rate	Holidays Days	Reg Holiday Rate	OT Rate	Daily Hours	Daily Rate	Holidays Work Days	OT Holiday Pay	Total Holiday Pay
POLICE											
Rank											
Lieutenant	38.6131	8	308.90	4	1,235.62	56.7840	8	454.27	8	3,634.18	4,869.80
Lieutenant	38.2621	8	306.10	4	1,224.39	56.7840	8	454.27	8	3,634.18	4,858.56
Sergeant	35.2591	8	282.07	4	1,128.29	52.8887	8	423.11	8	3,384.87	4,513.16
Sergeant	33.8166	8	270.53	4	1,082.13	50.7249	8	405.80	8	3,246.39	4,328.52
Sergeant	33.9769	8	271.82	4	1,087.26	50.9654	8	407.72	8	3,261.78	4,349.04
Detective	33.3079	8	266.46	4	1,065.85	49.9619	8	399.69	8	3,197.56	4,263.41
Detective	33.3079	8	266.46	4	1,065.85	49.9619	8	399.69	8	3,197.56	4,263.41
Detective	32.2481	8	257.98	4	1,031.94	48.3722	8	386.98	8	3,095.82	4,127.76
Patrolman	31.7645	8	254.12	4	1,016.46	47.6468	8	381.17	8	3,049.39	4,065.86
Patrolman	31.0393	8	248.31	4	993.26	46.5590	8	372.47	8	2,979.77	3,973.03
Patrolman	30.6042	8	244.83	4	979.33	45.9063	8	367.25	8	2,938.00	3,917.34
Patrolman	30.4591	8	243.67	4	974.69	45.6887	8	365.51	8	2,924.07	3,898.76
Patrolman	30.1691	8	241.35	4	965.41	45.2537	8	362.03	8	2,896.23	3,861.64
Patrolman	30.0240	8	240.19	4	960.77	45.0360	8	360.29	8	2,882.30	3,843.07
Patrolman	30.0240	8	240.19	4	960.77	45.0360	8	360.29	8	2,882.30	3,843.07
Patrolman	29.1877	8	233.50	4	934.01	43.7816	8	350.25	8	2,802.02	3,736.03
Patrolman	29.0470	8	232.38	4	929.50	43.5705	8	348.56	8	2,788.51	3,718.02
Patrolman	28.2625	8	226.10	4	904.40	42.3938	8	339.15	8	2,713.20	3,617.60
Patrolman	26.5758	8	212.61	4	850.43	39.8637	8	318.91	8	2,551.28	3,401.70
									Police Holiday Total		*77,449.79*
Diapatchers											
Dispatcher	22.1572	8	177.26	4	709.03	33.2358	8	265.89	8	2,127.09	2,836.12
Dispatcher	23.2123	8	185.70	4	742.79	34.8185	8	278.55	8	2,228.38	2,971.17
Dispatcher	21.1021	8	168.82	4	675.27	31.6532	8	253.23	8	2,025.80	2,701.07
Dispatcher	19.0904	8	152.72	4	610.89	28.6356	8	229.08	8	1,832.68	2,443.57
									Dispatch Holiday Pay		*10,951.94*
									Total Estimated Holiday Pay		**88,401.73**

Dispatchers

510-5035 Temporary Pay **$25,000**

This account is used to pay for part-time help in the Police Department. Reserve police officers work along with a full-time officer during the summer months on Friday nights, as well as Saturdays and Sundays. These are known to be the most demanding times for the Department. In addition, this fund is used to pay part-time dispatchers who cover for the regular dispatchers when they have a vacant shift not covered by a member of the bargaining unit.

510-5070 Uniforms through Payroll **$28,750**

Clothing allowance for Police Officers per FOP contract.

510-6005 Training **$12,000**

The Department has historically had an aggressive training program. Because of the nature of this Department, officers are continually trained in many different avenues of law enforcement. Having a small department, officers need to have job skills and proficiencies in many different areas. There are also mandatory training blocks required by both state and federal statue. Training also helps to reduce the potential liability of the Department in a lawsuit for inadequate or insufficient training.

510-6010 Tuition Reimbursement **$ 7,080**

This line item is used to reimburse officers for eligible college courses in Administration of Justice programs as provided for under the Police Officers Incentive Program. Rhode Island General Law 42-28.1-3 mandates that cities or towns reimburse for tuition and expenses for college courses.

Patrolman	$ 3,540
Patrolman	3,540

510-6015 Dues & Subscriptions **$1,500**

This item is used for the payment of dues for department members to belong to professional organizations and associations as well as for the payment of professional journals, newsletters, manuals and law enforcement publications.

510-6020 Operating Supplies **$5,000**

Purchase from this line allows the department to purchase all office supplies necessary for the department operation including, but not limited to paper goods, notebooks, typewriter ribbons, etc.

510-6025 Operating Supplies – Vehicles **$71,840**

This line item is used for the purchase of such items as gasoline, diesel, tires, etc. The department used on average 1,400 gallons of gas per month, as well as approximately 300 gallons of diesel. Prices could change with current world oil market fluctuation.

Gas	1400	12	$2.88	$48,333.00
Diesel	300	12	$2.97	$10,677.00

The cruisers use an average of three sets of tires per year. They also use a set of snow tires. The department piggybacks the government price on tires and obtains them at half the normal price. The price is below what wholesalers pay for the product.

#of Cruiser	Tires / Car	Total Tires	Est $/tire	TOTAL
12	10	120	$99.00	$11,880.00

Supplies: Oil, Washer Fluid, etc $950.00

510-6040 Maintenance & Repair **$30,000**

This item is used for the repair, maintenance and replacement of all of the equipment used by the department. This includes the cruisers, radios, overhead lights, radar units, etc. Some of the maintenance is mandatory to keep the equipment certified such as the radar units, which must be shipped out bi-annually. This figure does not include damage from accidents, which is not insurance covered. If new vehicles are not purchased, this amount would increase as demands on older vehicles are costly.

510-6045 Maintenance Supplies **$ 3,000**

This line is to be used for station maintenance. Cleaning supplies, etc.

510-6050 Professional Development **$ 2,000**

This line would be used for the Chief to attend a seminar presented by The Chiefs Association.

510-6055 Professional Services **$ 5,000**

This line includes psychological and physical exams for recruit officers, if needed, tech support for computer system (Data Jet) and all other professional fees.

510-6065 Purchased Services **$10,000**

This line is used for the purchase of uniforms for civilian employees and probationary officers (initial issue clothing). $2,500 is budgeted for Dispatcher attire and footwear. It also pays for the cleaning of all department uniforms. Average cost of cleaning is $3,300/year. New officers require outfitting. This budget line item also includes trash service at $2,250.

510-6070 Travel **$ 500**

This line is for the costs associated with Department members traveling to obtain training and/or continued education, which may not be available in the local area. Level funding is requested.

510-6075 Tools and Equipment **$14,500**

This line item allows the Department to purchase any equipment that it may need to function in the coming year. As well as equipment used by the detectives.

Detective replacement/new updated equpment	$ 2,250
Patrol Gear and Equipment	$ 2,250
Ammuition	$ 10,000

510-6165 Repairs & Maintenance **$ 6,275**

Estimated expenses for the new building:

Septic Cleaning	$ 225
Generator	$ 1,050
Heating System	$ 5,000

510-6195 Utilities **$75,872**

Electricity	$ 42,700
No. 2 Fuel Oil (13,000 gal @ $2.50/gal)	$ 32,500
Cable (56.00/mo. X 12 months)	$ 672

TOTAL REQUESTED BUDGET: **$2,194,226** **TOTAL BUDGET: $ 2,091,766**

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.520.5005.000	Building Inspector Salary	64,607	64,607	43,326	62,676	63,771	63,771	60,744	60,744
01.520.5005.002	Building Inspector Longevity	2,261	2,584	1,391	1,391	-	-	-	-
01.520.5010.000	Building Inspector Wages	32,376	32,756	21,169	32,376	34,293	34,293	32,376	32,376
01.520.5010.003	Building Inspector Emp Longevity	2,590	2,752	1,693	3,238	3,429	3,429	3,238	3,238
01.520.5015.000	Building Inspector Part-time Field Inspector	29,783	32,000	16,934	32,000	37,366	37,366	50,735	50,735
01.520.5025.000	Building Inspector Overtime Wages	484	1,000	-	-	1,000	1,000	1,000	1,000
01.520.6015.000	Dues & Subscriptions	268	450	169	250	450	450	450	450
01.520.6020.000	Operating Supplies	1,260	1,400	623	800	1,400	1,400	1,400	1,400
01.520.6050.000	Professional Development	-	500	-	-	500	500	500	500
01.520.6070.000	Travel Expense	-	-	54	100	-	-	-	-
01.520.6075.000	Tools/Equipment	169	100	36	50	100	100	100	100
01.520.6090.000	Video Taping	-	600	-	600	-	600	600	600
	Total	**133,797**	**138,749**	**85,395**	**133,481**	**142,309**	**142,909**	**151,143**	**151,143**
01.530.5010.000	CEMA Wages	17,502	17,502	15,944	22,502	17,502	18,027	17,502	17,502
01.530.5020.000	Vehicle Stipend	1,200	1,200	786	1,200	1,200	600	1,200	1,200
01.530.5025.000	Emergency Management OT Wages	662	-	-		-	-	-	-
01.530.6000.000	Civil Defense Wage Reimbursement	-	-	(4,727)	(5,000)	-	-	-	-
01.530.6005.000	Training Exercises Cost	782	800	-	800	800	800	800	800
01.530.6015.000	Dues & Subscriptions	-	100	60	100	100	100	100	100
01.530.6020.000	Operating Supplies	2,360	3,620	2,270	3,000	3,620	3,620	3,620	3,620
01.530.6025.000	Operating Supplies/Vehicle	-	-	-		5,000	5,000	2,500	2,500
01.530.6060.000	Printing & Binding	-	100	-	100	100	100	100	100
01.530.6065.000	Uniforms & Shirts	76	300	686	800	300	300	300	300
01.530.6070.000	Travel Expense	808	900	178	500	900	900	900	900
01.530.6075.000	Tools & Equipment	1,593	1,800	88	250	1,800	1,800	1,800	1,800
	Total	**24,984**	**26,322**	**15,285**	**24,252**	**31,322**	**31,247**	**28,822**	**28,822**
01.540.5005.000	ACO Salary	36,537	36,537	23,890	36,537	38,534	38,534	36,537	36,537
01.540.5005.002	ACO Longevity	3,654	3,654	2,389	3,654	3,853	3,853	3,654	3,654
01.540.5010.000	ACO Wages	13,896	19,089	10,152	19,000	19,045	19,045	19,045	19,045
01.540.5025.000	ACO Overtime Wages	3,862	2,000	377	500	2,575	2,000	2,000	2,000
01.540.6020.000	Operating Supplies	5,059	4,500	1,804	3,093	6,500	4,500	4,500	4,500
01.540.6040.000	Maintenance & Repairs	2,356	3,000	1,313	2,000	5,000	4,000	6,000	6,000
01.540.6050.000	Professional Development	-	700	30	200	700	700	700	700
01.540.6055.000	Professional Services	10,352	8,000	3,051	5,230	8,000	8,000	8,000	8,000
01.540.6075.000	Tools/Equipment	496	400	200	300	800	400	400	400
	Total	**76,211**	**77,880**	**43,206**	**70,514**	**85,007**	**81,032**	**80,836**	**80,836**

SUPPLEMENTAL INFORMATION
FY 2011-2012

520 - BUILDING INSPECTOR:

520-5005 - SALARY - $63,771 — **BUDGET AMOUNT - $ 60,744**

Building Official - Current Salary - $64,607 (Grade 5D) — 2012 Salary - $63,771 (5A)

520-5010 - WAGES - $37,722 — **BUDGET AMOUNT - $ 35,614**

Building/Zoning Secretary - Current Salary - $32,376 — 2012 Salary - $34,293
Longevity $3,429 (18yrs. Employment)

520-5015 – PART-TIME INSPECTORS - $37,366 — **BUDGET AMOUNT - $ 50,735**

Electrical Inspector (PT) – Current Hours/Rate 12 hrs/wk @ $24.15 — 2012 Salary - $15,070 (12 hrs/wk @ $24.15)

Alternate Building Official (PT)- Current Hours/Rate 19 Hrs/Wk@ $18.29 — 2012 Salary - $14,046 (16 Hrs/Wk @ $18.29)

Assistant Building Inspector (PT) – Current $0 — 2012 Salary - $8250 (10 Hrs/wk @ $16.50)

520-5025 - OVERTIME WAGES - $1,000

Building/Zoning Secretary for 14 plus or minus Zoning Board meetings based on Teamster's Local 251 contract, effective 7/1/09

520-6015 - DUES & SUBSCRIPTIONS - $450

RI State Building Code, National Electrical Code, International Plumbing Code, International Mechanical Code, International Residential Code, International Building Code, Marshall-Swift updates, necessary Zoning and Building Journal subscriptions, architectural standard updates, Building Official Association and meetings.

SUPPLEMENTAL INFORMATION
FY 2011-2012

520 – BUILDING INSPECTOR (CONT'D)

520-6020 - OPERATING SUPPLIES - $1,400
Additional code books, code supplements and updates, inspection supplies, general office supplies, repairs of office equipment and small office equipment.

520-6050 - PROFESSIONAL DEVELOPMENT - $500
Building Official meetings, educational development, which is required by State Law as mandatory certification. 3 advanced computer educational seminars to include Building/Zoning Secretary and Building Official.

520-6075 – TOOLS & EQUIPMENT - $100
Electrical GFCI/Arc Fault tester and system upgrade for Building Officials software and hardware for upgrade and large office equipment.

520-6090 – VIDEO TAPING - $0

BUDGET AMOUNT - $ 600

TOTAL REQUESTED BUDGET $142,309

TOTAL BUDGET $151,143

SUPPLEMENTAL INFORMATION
FY 2011 – 2012

530 – EMERGENCY MANAGEMENT

530-5010 - WAGES $ 17,502

- Director

Current salary for 2010/2011@ $1,184.50/mo. = $14,214
Proposed salary for 2011/2012 @ $1,184.50/mo. = $14,214 (Level Funded)

- Operations Officer/Program Coordinator

Current salary for 2010/2011 @ $274/mo. = $3,288
Proposed salary for 2011/2012 @ $274/mo. = $3,288 (Level Funded)

530-5020 - STIPEND VEHICLE/MILEAGE $1,200

Director – current stipend @ 100/mo. = $1,200
Director – proposed stipend @ $100/mo. = $1,200 (Level Funded)

Reimbursal Note

When possible, The Town of Charlestown often applies for Grant funds to supplement this portion of the Town's Budget. Currently 50% of the Day-to-Day Operations are reimbursed through the EMPG/SLA Federal Grant administered by State RIEMA.

- In 2007-2008, this reimbursal amounted to approximately $8,700. / In 2010-2011, this reimbursal was awarded at $ 10,191.

530-6005 - TRAINING EXERCISE COSTS $800

RIEMA has advised local communities that federal grant monies for training exercises will be competitive on a state basis and most likely on a local basis according to risk and vulnerability. Accordingly, local communities should make budget provisions for their training and exercise programs.

530-6015- DUES AND SUBSCRIPTIONS $100

530-6020- OPERATING SUPPLIES $3,620

Postage	$ 100	Office Supplies	$250	
Vehicle lighting permits	$ 30	Task Force Expense	$360	
Verizon Air Card Service ($50 per month x2)	$1,200			
Nextel service (Director, MEDS Director & Comm. Officer)	$1,680			
		Total	$3,610	(Level Funded)

SUPPLEMENTAL INFORMATION
FY 2011 – 2012

530 – EMERGENCY MANAGEMENT (cont'd)

530-6025- OPERATING SUPPLIES (VEHICLE) $5,000 **BUDGET AMOUNT - $ 2,500**
Line to support 2002 Chevy 4x4 Tahoe (Former PD Vehicle), but not limited to Fuel, Lube/Oil/Filters, Tires, plus Miscellaneous Service/Repairs.

530-6060- PRINTING & BINDING $100
Miscellaneous printing costs for community educational material and binders for documents.

530-6065- UNIFORMS/SHIRTS $300
Miscellaneous costs for ID Windbreakers, Jackets, and Polo Shirts for ID and Team-making purposes.

530-6070- TRAVEL $900
Miscellaneous travel reimbursements for staff (0ther than Director) to Seminars, Mandatory Training and Meetings.

530-6075 - TOOLS & EQUIPMENT $1,800

Emergency Operating Center/HRT (Ham Radio) support equipment	500
Charlestown MEDS Team (Alternate Budget Funded)	ABF
CERT/Community Emergency Response Team support equipment	500
Charlestown Emergency Shelter Team support equipment	500
Contingency for emergency purchases and equipment	300
	$1,800

TOTAL 2011-2012 BUDGET $31,322.00 **TOTAL BUDGET - $ 28,822**

Summary
Charlestown EMA duties and responsibilities still continue to increase. Please note that the 530 Budget is being held down by to two (2) key factors. #1. Participation in the Federal EMPG/Emergency Management Performance Grant historically covers 50% of the salary and 50% of the Verizon Air card amounts and #2. Equipment and/or Project lines have been decreased due to written agreement with Town Administrator's Office that earned overages can stay with Department as an earned revenue stream. This position was reaffirmed by the Town's Auditors during the 2007-2008 Audit and encouraged as the right thing to do. Additionally, Charlestown's Emergency Management Staff and Volunteers' get a boost by seeing a direct result for their efforts. (And it avoids the commingling of funds issue)

SUPPLEMENTAL INFORMATION
FY 2011 - 2012

540 - ANIMAL CONTROL:

540-5005 - SALARY - $42,387 **BUDGET AMOUNT - $ 40,191**

Current Salary -	$ 36,537	2012 Salary -	$ 38,534
Current Longevity -	$ 3,654	2012 Longevity -	3,853

540-5010 - WAGES - $19,045

Weekend/holiday shelter assistant covers weekends, holidays, and if available, provides coverage in the absence of the ACO (sick, personal and vacation days). The weekend/holiday rate is available for whoever provides this coverage.

Weekday Assistant is for part-time shelter worker to provide assistance, on a part time basis, to allow the ACO to complete other animal control and shelter responsibilities, and neighborhood patrols.

52 Weekends (Sat. Sun.)	@ 6 Hrs./Day = 12 Hrs. x 52 = 624 Hrs. x $11.00 =	$ 6,864
12 Holidays	@ 4 Hrs./Day = 4 Hrs. x 12 = 48 Hrs. x $11.00 =	528
18 Sick Days	@ 4 Hrs./Day = 4 Hrs. x 18 = 72 Hrs. x $11.00 =	792
4 Personal Days	@ 4 Hrs./Day = 4 Hrs. x 4 = 16 Hrs. x $11.00 =	176
15 Vacation Days	@ 8 Hrs./Day = 8 Hrs. x 15 = 120 Hrs. x $11.00 =	1,320
Weekday Assistant	@ 19 Hrs./Wk. = 19 Hrs. x 52 = 988 Hrs. x $9.00 =	8,892
Other		473
	Total	$19,045

540-5025 - OVERTIME PAY - $2,575 **BUDGET AMOUNT - $ 2,000**

To provide coverage for calls coming in after regular hours and provide emergency coverage in case the Police Department is unavailable.

540-6020 - OPERATING SUPPLIES - $6,500 **BUDGET AMOUNT - $ 4,500**

Anything needed to operate the Animal Control Department in a professional, sanitary, and up-to-date manner (e.g., animal feed and supplies, cleaning supplies, printing costs, office supplies and equipment, professional dues and subscriptions, license tags, traps, cages, advertising, repairs, and uniforms, etc.). This is one of the largest and most used line item, therefore, maintaining this level of funding is a reasonable request.

SUPPLEMENTAL INFORMATION
FY 2011 - 2012

5400 - ANIMAL CONTROL: (Cont'd)

540-6040 - MAINTENANCE & REPAIRS - $5,000 **BUDGET AMOUNT - $ 6,000**

Anything necessary to maintain structure and upkeep of the shelter and to keep things in a proper working order including the replacement of such items (e.g., kennels, fencing, cages, catch poles, painting, appliances, windows, doors, locks, flooring, septic system, heating and cooling systems, floors, drains, etc.).

540-6050 - PROFESSIONAL DEVELOPMENT - $700

This account is for personnel (and volunteers) to attend training and annual seminars (e.g., national/regional animal control association conferences) to keep current with newest procedures, laws, and regulations pertaining to state licensed facilities. This also covers registration fees and travel expenses (meals, lodging). The New England Federation of Humane Societies (NEFHS) is holding their 66th Annual Training Conference in Portland, ME on April 9-11, 2011. The NEFHS is a private, non-profit organization that provides education, training, information, and networking opportunities to support the missions of animal shelters and animal protection organizations in the New England area. Attending this conference would be an excellent opportunity to learn about new approaches and programs from around New England, to network with local animal control officers and animal professionals, to provide training, and to attend educational sessions on a variety of subjects from leading industry speakers.

540-6055 - PROFESSIONAL SERVICES - $8,000

Pays for emergency care and treatment of animals (e.g. veterinarian fees for animals struck by cars or for those that arrive at the shelter sick or injured). Emergency care often requires the use of a 24-hour emergency hospital. Other fees include euthanasia and disposal costs, leukemia/aids and heartworm testing and medical treatments, medications, etc. Also used to assist with the Spay/Neuter Program. This is a reasonable request since this line item includes fees for veterinarian services which are increasing each year. The budgeted amount is barely keeping up with annual expenses.

540-6075 - TOOLS & EQUIPMENT - $800 **BUDGET AMOUNT - $ 400**

Anything needed to maintain or upgrade necessary equipment to provide proper handling and restraint of animals (e.g., catch poles, traps, cages, carriers, kennel beds, gloves, etc.).

TOTAL REQUESTED BUDGET $85,007 **TOTAL BUDGET - $ 80,836**

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.560.5005.000	Public Assistance Stipend	8,000	8,000	4,000	8,000	8,000	8,000	8,000	8,000
01.560.6070.000	Travel Expense	-	100	-		100	100	100	100
01.560.6096.000	Client Assistance Expense	424	5,000	525	750	5,000	5,000	5,000	5,000
	Total	**8,424**	**13,100**	**4,525**	**8,750**	**13,100**	**13,100**	**13,100**	**13,100**
01.570.5005.000	Municipal Court Judge	-	8,800	-	-	8,800	8,800	8,800	8,800
01.570.5010.000	Municipal Court Administrative Wages	-	200	-	-	-	-	-	-
01.570.6020.000	Operating Supplies	7	-	-		200	200	200	200
	Total	**7**	**9,000**	**-**	**-**	**9,000**	**9,000**	**9,000**	**9,000**
01.610.5005.000	DPW Administrator Salary	73,979	72,447	48,901	72,447	76,738	76,738	72,447	72,447
01.610.5005.002	DPW Administrator Longevity	7,245	7,245	4,737	1	7,674	7,674	7,245	7,245
01.610.5010.000	DPW Secretary Wages	32,376	32,376	21,169	32,376	34,293	34,293	32,376	32,376
01.610.6015.000	Dues & Subscriptions	668	570	140	500	570	570	570	570
01.610.6020.000	Operating Supplies	721	650	434	750	650	650	650	650
01.610.6050.000	Professional Development	-	500	-	-	500	500	500	500
01.610.6055.000	Professional Service	113	750	-	-	750	750	750	750
01.610.6065.000	Purchased Services	6,484	9,000	3,851	6,602	10,000	9,000	9,000	9,000
01.610.6065.001	Boots-Bentley, W	150	200	37	200	200	200	200	200
01.610.6065.002	Boots-Black, D	170	200	-	200	200	200	200	200
01.610.6065.003	Boots-Blackwood, J	114	200	179	200	200	200	200	200
01.610.6065.004	Boots-Briggs, J	200	200	65	200	200	200	200	200
01.610.6065.005	Boots-Briggs, W	200	200	-	200	200	200	200	200
01.610.6065.006	Boots-Iacuele, P	147	200	66	200	200	200	200	200
01.610.6065.007	Boots-Lambert, J	183	200	55	200	200	200	200	200
01.610.6065.008	Boots-Ellis, H	174	200	-	200	200	200	200	200
	Total	**122,923**	**125,138**	**79,634**	**114,275**	**132,775**	**131,775**	**125,138**	**125,138**

SUPPLEMENTAL INFORMATION
FY2011 – 2012

560 – PUBLIC ASSISTANCE

560-5005 - STIPEND $8,000

Purpose of Public Assistance Director is to aid and assist in the support and care of the poor of the Town of Charlestown; those residents who are found to be ineligible for, or are pending State assistance and who are found to be in a crisis situation.

560-6070 – TRAVEL EXPENSE $100

Mileage reimbursement on personal care usage for meetings, advocacy – attending court, Department of Human Services hearings, Social Security denials/appeals/disabilities, medical care transportation, delivery of goods and or home visit services to needy families.

560-6096 – CLIENT ASSISTANCE EXPENSES $5,000

Funds shall be disbursed to meet (but are not limited to) the following needs:

Food, clothing, prescription and medical assistance, utility assistance, housing shelter assistance, transportation assistance.

TOTAL REQUESTED BUDGET $13,100 **TOTAL BUDGET $ 13,100**

SUPPLEMENTAL INFORMATION
FY2011 – 2012

570 – MUNICIPAL COURT

570-5005 –MUNICIPAL COURT JUDGE - $8,800

Municipal Court Judge will receive $200 per session for 18 sessions.

570-6020 – OPERATING SUPPLIES - $200
Office and other supplies.

TOTAL REQUESTED BUDGET $9,000

TOTAL BUDGET $ 9,000

SUPPLEMENTAL INFORMATION
FY 2011-2012

610 - DPW ADMINISTRATION:

610-5005 – SALARY $84,412 **BUDGET AMOUNT - $ 79,692**

Current Salary - $72,447
Current Longevity - $ 7,245
Medical Stipend - $

2012 Salary - $76,738
2012 Longevity - $ 7,674
2012 Medical Stipend - $

610-5010 - WAGES - $34,293 **BUDGET AMOUNT - $ 32,376**

Secretarial staff position funded at $16.93/hr. @ 37.5 hours /week per Teamster's Local 251 Collective Bargaining Agreement.
Position reflects expanded responsibilities and includes potential use, in limited role, providing clerical support for other DPW divisions.

610-6015 - DUES & SUBSCRIPTIONS - $570

Covers costs to obtain professional licenses and training, literature, etc. for all DPW division employees per collective bargaining agreement.

610-6020 - OPERATING SUPPLIES - $650

Provides basic office supplies, printer supplies and specialized drawing supplies.

610-6050 – PROFESSIONAL DEVELOPMENT - $500

Advanced computer educational seminars to include DPW Director and secretary. State sponsored DPW seminars and Driver Safety class for driver/laborer positions.

610-6055 - PROFESSIONAL SERVICES - $750

Provides funds for special and emergency engineering studies, property line disputes, Town Council projects, etc.

SUPPLEMENTAL INFORMATION
FY 2011-2012

610 - DPW ADMINISTRATION:

610-6065 – PURCHASED SERVICES - $10,000 **BUDGET AMOUNT - $ 9,000**

Reflects costs to provide ten (10) public works employees uniforms and protective clothing, per collective bargaining agreement, plus costs for limited rug cleaning, extermination and phased air duct cleaning to remove mold spores and allergens. Includes cost to provide cell phone to DPW foreman and periodic drug testing for DPW drivers as required by the State of RI.

610-6065 – PURCHASED SERVICES – BOOTS - $1,600

TOTAL REQUESTED BUDGET $132,775 **TOTAL BUDGET $ 125,138**

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.620.5010.000	DPW Wages	261,930	259,946	166,693	259,946	281,551	281,551	259,946	259,946
01.620.5010.002	DPW Wages-Non Pen Class Change	2,353	-	861	1,000	-	-	-	-
01.620.5010.003	DPW - IOD Wages	(2,327)	-	-	-	-	-	-	-
01.620.5010.005	DPW Employee Longevity	18,420	19,329	12,496	19,329	21,973	21,973	20,590	20,590
01.620.5010.008	DPW Non-Pension Snow Wages			189	200				
01.620.5025.000	DPW Overtime Wages	(2,588)	30,000	8,616	10,000	45,164	30,000	30,000	30,000
01.620.5025.001	DPW Overtime Wages-Snow Removal	13,762	-	19,869	25,000	-	-	-	-
01.620.5025.002	DPW CRCC O T - Snow	-	-	4,557	6,000	-	-	-	-
01.620.5025.005	DPW OT Snow-Bldgs & Grounds	249	-	124	150	-	-	-	-
01.620.6000.000	DPW Wage Re-Imbursement	(4,224)	-	-		-	-	-	-
01.620.6000.001	DPW Wage Re-Imbursement-W Comp	(2,391)	-	-		-	-	-	-
01.620.6020.000	Operating Supplies	56,631	52,000	38,579	66,135	55,185	52,000	52,000	52,000
01.620.6040.000	Maintenance & Repairs	42,756	60,000	35,756	61,296	65,000	60,000	60,000	60,000
01.620.6040.001	Maintenance/Repairs- Winter Equip	8,785	-	15,732	15,732	-	-	-	-
01.620.6045.000	Maintenance Supplies	11,727	160,557	27,375	46,929	182,842	165,000	165,000	165,000
01.620.6045.001	Maintenance Supplies-Snow	67,247	-	98,414	105,000	-	-	-	-
01.620.6075.000	Tools/Equipment	6,968	3,940	4,643	7,960	3,940	3,940	3,940	3,940
01.620.6160.000	Road Sealing & Striping	268,143	300,000	123,945	270,000	341,858	300,000	300,000	300,000
01.620.6170.000	Rentals	-	3,000	1,390	2,383	3,000	3,000	3,000	3,000
01.620.6190.000	Street Lighting	30,974	29,000	21,672	37,152	31,500	31,500	31,500	31,500
	Total	**778,416**	**917,772**	**580,912**	**934,212**	**1,032,013**	**948,964**	**925,976**	**925,976**
01.630.5010.000	Building & Grounds Wages	60,795	60,235	39,385	60,235	99,859	99,859	60,235	60,235
01.630.5010.001	Building & Grounds Non-Pen Wages	520	-	340	500	-	-	-	-
01.630.5010.002	Buildings & Grounds Longevity	5,640	5,675	3,694	5,675	6,047	6,047	5,710	5,710
01.630.5015.000	Building & Grounds Seasonal Wages	13,415	20,000	12,720	20,000	27,208	27,208	27,208	27,208
01.630.5020.000	Part-time Maintenance	-	-	-		11,648	11,648	11,648	11,648
01.630.5025.000	Building & Grounds Overtime Wages	6,386	7,000	6,235	6,800	9,785	9,785	9,785	9,785
01.630.5025.001	Building & Grounds O T Seasonal Wages	182	-	66	200	-	-	-	-
01.630.6020.999	Operating Supplies Fixed Asset	-	-	220	220	-	-	-	-
01.630.6040.000	Maintenance & Repairs	21,184	25,000	6,303	10,805	25,000	25,000	25,000	25,000
01.630.6045.000	Maintenance Supplies	9,205	12,000	6,755	11,580	12,000	12,000	12,000	12,000
01.630.6065.000	Purchased Services	24,797	36,000	15,723	26,954	34,850	34,850	34,850	34,850
01.630.6075.000	Tools & Equipment	326	-	-	-	-	-	-	-
01.630.6165.000	Repair & Maintenance -Facility	10,086	7,000	5,900	10,114	7,000	7,000	7,000	7,000
01.630.6195.000	Utilities	81,907	88,000	61,358	105,185	-	-	-	-
01.630.6195.001	Electric-Town Hall & Street Lights	-	-	-		78,000	58,828	58,828	58,828
01.630.6195.003	Heating Oil - Town Hall	-	-	-		55,962	35,962	35,962	35,962
01.630.6195.006	Water Heater - Nini/Blue Shutters	-	-	-		210	210	210	210
	Total	**234,443**	**260,910**	**158,699**	**258,268**	**367,569**	**328,397**	**288,436**	**288,436**

SUPPLEMENTAL INFORMATION
FY2011-2012

620 - HIGHWAY & ROADS

620-5010 - WAGES- $303,524 **BUDGET AMOUNT - $ 280,536**

*Wage rates and yearly totals shown at the levels based on the Teamster's Local 251 Collective Bargaining Agreement

	2011-2012				
	Wage	Longevity Amount	Longevity Years	Medical Stipend	Total
Foreman	46,347	4,635	30	-	50,982
Driver/Laborers:					
Dirver/Laborer	38,534	3,853	23	-	42,387
Driver/Labors:	38,534	3,853	22	-	42,387
Driver/Labors:	38,534	3,853	19	-	42,387
Driver/Labors:	38,534	2,697	14	-	41,231
Driver/Labors:	38,534	2,119	11	0	40,653
Driver/Labors:	38,534	963	5	0	39,497
	277,551	21,973		-	299,524
Classification changes to cover for Foreman					4,000
					303,524

620-5025 -OVERTIME - $45,164 (*see note above) **BUDGET AMOUNT - $ 30,000**

The average overtime per employee each year is 153 hours. This budget more accurately reflects costs, as employees are shifted from the CRCC labor pool to work storms, providing faster and more complete service. Although this relates primarily to snow storms, it also covers hurricane/natural disaster response and weekend absenteeism at the CRCC. While this budgeted amount will not cover all costs related to a difficult winter season or numerous heavy storms, the "average" is budgeted as follows:

153 hours per year per man x $19.30 avg wage x 1.5 (time and one-half) x 9 men (7 DPW, 2 CRCC) = $ 39,864

Other overtime =$ 5,300

$ 45,164

SUPPLEMENTAL INFORMATION
FY2011-2012

6200 - HIGHWAY & ROADS (cont'd):

620-6020 - OPERATING SUPPLIES - $55,185 **BUDGET AMOUNT - $ 52,000**

Increases primarily due to rises in petroleum and shipping costs. Budgeted to provide diesel fuel, oil, gasoline, filters, tires and associated items:

744 gallons gas (62 gal/mth) @ $4.00 per gal	$	2,975	
8,000 gallons diesel @ $4.00 per gal including fed taxes		32,000	
385 gallons motor oil (7 - 55 gallon drums @ $600/drum)		4,200	Nov-10
110 gallons anti-freeze @ $10.00 each		1,100	Nov-10
7 cases chassis grease @ $78/case		550	Nov-10
21 truck tires, tubes and repairs @ $372/each average		7,800	
4 loader, backhoe, or tractor tires@ $950/each average		3,800	
Filters, grease guns, oxygen aceteleyne, miscellaneous		2,760	
	$	55,185	

620-6040 - MAINTENANCE & REPAIRS - $65,000 **BUDGET AMOUNT - $ 60,000**

This covers the projected costs for heavy equipment maintenance and repairs. This line has been under-funded in past years, and average costs have been noted as high as $5,676/ month (based on a 12 month average).

SUPPLEMENTAL INFORMATION
FY2011-2012

6200 - HIGHWAY & ROADS (cont'd):

620-6045 - MAINTENANCE SUPPLIES $182,842 **BUDGET AMOUNT - $165,000**

Cost of supplies for summer and winter highway maintenance reflects materials cost increases per 2009-2010 bid.

Items	Quantity	Unit of Measure	Actual Nov-10	Projected Nov 11	Projected Total	
Sand	2700	tons	$17.01	$17.52	47,304.00	Nov-10
Salt	750	tons	$87.78	$90.41	67,807.50	Nov-10
Gravel	500	tons	$14.00	$14.42	7,210.00	Nov-10
Loam	75	tons	$23.50	$24.20	1,815.00	Nov-10
Bituminous Mix (cold)	366	tons	$104.50	$107.63	39,392.58	Nov-10
Drain tile	3	units	$2,000.00	$2,060.00	6,180.00	
Stone	200	tons	$17.95	$18.48	3,696.00	Nov-10
Street signs	40	each	$60.00	$61.80	2,472.00	
20 Culvert pipes, 2 basins, 2 grates and cover		each			6,965.00	
TOTAL					182,842.08	

620-6075 - TOOLS & EQUIPMENT - $3,940

Provides funds for shovels, chain saws, rakes, gloves, safety cones, barricades, personal safety equipment, etc.

SUPPLEMENTAL INFORMATION
FY2011-2012

6200 - HIGHWAY & ROADS (cont'd):

620-6160 - ROAD SEALING - (CONTRACT OPTION) – $313,858 (WITH STRIPING AND CRACK SEALING) - $341,858

BUDGET AMOUNT - $300,000

This account is comprised of three components and is designed to prepare and stone/seal nine miles of road per year, thereby completely sealing all non-original bituminous highways in a seven year schedule. CHARLESTOWN DOES THIS WORK AT APPROXIMATELY 70% THE COST/MILE THAT OTHER COMMUNITIES SPEND! Projected costs for 1 mile of patch and stone seal coat 24' wide (14,080 sq. yards). **THIS PROCEDURE REQUIRES THE FULL HIGHWAY DEPARTMENT STAFF, AND WILL ONLY BE USED AS TOWN EMPLOYEE AND EQUIPMENT RESOURCES ARE AVAILABLE. IN OTHER CASES, THE LOWEST RESPONSIBLE, CONTRACTUAL BIDDER WILL PROVIDE THIS SERVICE.**

2010-2011	Projected cost for nine miles of contracted sealing for 2010-2011 with Town hot patch per mile		$33,088
	14,080 sq yds @ $2.35/sq yd + $1,674 (patch)		$1,674
			$34,762
		(miles of road)	X 9
2011-2012	Total cost for contracted sealing		$312,858
Stone seal: $312,858 / Pavement Marking: $18,000 / Crack-sealing: $10,000 = $340,858 + 1,000 (swale maintenance) = $341,858			

NOTE: Eighteen linear-miles of Town road, including eight linear-miles of white sideline are typically applied annually as part of a regional road striping bid. Historically the annual cost for this work is $18,000, which is included in the road sealing budget line. Hot rubberized asphalt crack sealing, which protects hot-mix asphalt pavement, is projected at an additional expenditure of $10,000.
Drainage swale sediment and removal maintenance: $1,000

SUPPLEMENTAL INFORMATION
FY2011-2012

6200 - HIGHWAY & ROADS (cont'd):

620-6170 – RENTALS AND CONTRACT SERVICE - $3,000

Provides funds for Town Road grading and materials at $1,000 x 2 and contracted ledge blasting, concrete cutting etc. May be used to fund limited in-house reconstruction of roads not funded for full repair in the Capital budget (Burdickville, Old Mill).

620-6190 - STREET LIGHTING - $31,500

Increased lighting requests and rate changes have resulted in an escalation of lighting costs. Continuing the National Grid option to change to H.P.S. in 2007-2008 will limit cost increases somewhat for the current number of lights. New "free market" rate schedules and energy price rises are uncertain at this time, and the presented projection represents present monthly expenses @ $2,625.

Street Lighting Inventory:

26	1,000	Lumen Incandescent
78	4,000	Lumen Mercury Vapor
11	8,000	Lumen Mercury Vapor
2	5,800	Lumen Sodium Vapor
2	9,600	Lumen Sodium Vapor
2	50,000	Lumen Sodium Vapor
2	10,000	Lumen Sodium Vapor
2	27,000	Lumen Sodium Vapor
144	4,000	Lumen Sodium Vapor

TOTAL REQUESTED BUDGET $1,032,013

TOTAL BUDGET $ 925,976

SUPPLEMENTAL INFORMATION
FY 2011-2012

630 – BUILDINGS & GROUNDS

630-5010 - WAGES - $70,400 **BUDGET AMOUNT - $ 65,945**

*Wage rates and yearly totals shown at the levels based on the anticipated Teamster's Local 251 Collective Bargaining Agreement

	Wage	Amount	Years	Stipend	Differential	Total
Landfill Foreman (50% B&G, 50% CRCC)	23,174	2,317	32	-		25,491
Landfill Operator (20% B&G, 80% CRCC)	7389	406	11	-	-	7,795
Custodian	33,240	3,324	22	-	550	37,114
	63,803	6,047		-	550	$ **70,400**

NEW FULL TIME FACILITIES MAINTENANCE POSITION – $35,506 **BUDGET AMOUNT - $ 0**

Provides a daily maintenance person for carpentry, painting, detailed cleaning, maintenance and improvements to Town Hall, Blue Shutters Kitchen/Bathhouse, Charlestown Beach Bathhouse, Office Shed, Ninigret Park Gatehouse, Summer Office, Tennis Bathroom, Ninigret Pond Bathroom, Two Storage Garages, and Two Roofed Picnic Shelters. (@ $17.07/Hr x 40Hrs./Week x 52 Weeks = $35,506)

630-5015 – SEASONAL PAY PARKS - $27,208

Increased use mandates increased service. Salary indicates the community's maintenance protocols and revised expectation for increased service. This line provides for two seasonal part-time persons at up to $14.00 per hour at 35 hours per week for 24 weeks = $23,520 for basic maintenance at all nine Town facilities (grounds care, trash pickup, light carpentry, general maintenance and emergency restroom services) and one part-time person for an additional 12 weeks (for the months of Sept, Oct and Dec) at up to $14.00 per hour at 16 hours per week = $2,688. Essentially Parks and Recreation support positions, personnel are required 7:00 a.m. until 5:00 p.m. SEVEN DAYS PER WEEK from April 15 to October 15.

2 workers, temporary seasonal	$26,208 including additional weeks (Sept, Oct, Dec)
Emergency services-all types	1,000

SUPPLEMENTAL INFORMATION
FY 2011-2012

630 – BUILDINGS & GROUNDS (cont'd):

630-5020 – PART TIME FACILITIES MAINTENANCE PERSON - $11,648
Increased use mandates increased service. Salary indicates the community's maintenance protocols and revised expectation for increased service. This line provides for one year-round part-time employee at $14.00/hr for 16 hrs per week (2 full days per week) x 52 weeks = $11,648.00

630-5025 - OVERTIME - $9,785 (*see note above)
Provides special or emergency janitorial services and vacation replacements at the contracted wage scale for the present custodian.

630-6040 – MAINTENANCE & REPAIRS - $25,000
Covers costs to purchase and repair cleaning equipment, licensed, professional plumbers, licensed electricians, professional repair of overhead doors (10), HVAC repairs and municipal building maintenance. Proposed funding reflects increase to clean HVAC ductwork at Town Hall (4 zones) in alternating years ($2,000). Also includes $500 to pay for mowing and maintenance of historical cemeteries. If reduced, line item over expenditure may be expected.

630-6045 - MAINTENANCE SUPPLIES - $12,000
Provides restroom supplies, towels, light bulbs, cleaning and disinfectant supplies for Town Hall, New work space, and DPW. Average costs have historically been $1,100/month (based on a 12 month average).

SUPPLEMENTAL INFORMATION
FY 2011-2012

630 – BUILDINGS & GROUNDS (cont'd):

630-6065 - PURCHASED SERVICES - $34,850

Provides funds to cover costs for extermination, water tests, dumpsters, etc. In this budget sequence increases are noted resultant from expected costs for janitorial service at the new Police Station. It is present policy to request organized users of recreation fields to provide fertilization at the end of each season.

Pump Septic Tanks (14 @ 250.00 each)	$3,500.00
Professional 1 day a year carpet cleaning	$1,350.00
Professional extermination service contract	$500.00
Fire extinguisher service	$350.00
Security protection and alarm system monitoring and inspection	$1,200.00
Fuel tank and piping tightness tests	$2,000.00
Radon testing - State mandated	$800.00
State mandated drinking water tests & water system contract	$6,500.00
Landscaping details (trees and shrubs)	$2,500.00
Chimney Cleaning/ Town Hall	$500.00
Backflow device certification (Blue Shutters and Ninigret Tennis Court Area)	$400.00
Restroom and trash pick up for Ninigret and beaches	$14,000.00
Incidental medical supplies for DPW, Town Hall, and vehicle first aid kits	$1,000.00
Inspection of Fire suppression system at the DPW fueling depot	$250.00
	$34,850.00

630-6165 - REPAIRS & MAINTENANCE - FACILITIES -$7,000

Costs anticipated for repairs associated with all continuing Park & Recreation maintenance responsibilities, as well as the opening and closing of all facilities for seasonal use. Recommend increased funding to cover additional Grounds Maintenance Equipment, and Equipment Repair, as Town properties, which require maintenance, multiply and expectation for regular maintenance increases accordingly.

630 – BUILDINGS & GROUNDS (cont'd):

630-6195 - UTILITIES - $134,172 **BUDGET AMOUNT - $ 95,000**

Covers costs of gas, electricity and heat for all municipal buildings, parks, beaches, CRCC and dog pound.

No. 2 fuel - 12,552 gallons @ 4.00/ gallon	$50,208.00
Propane gas - 1,370 gallons @ 4.20/ gallon	$5,754.00
Narragansett Electric (expected cost reduction)	$78,000.00
Water Heater - Nini-Blue Shutters	$210.00
	$134,172.00

TOTAL REQUESTED BUDGET $367,569 **TOTAL BUDGET $288,436**

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.640.6001.000	Monitoring Closed Landfill	59,265	75,000	-	75,000	15,000	15,000	15,000	15,000
01.640.6002.000	Genl Fund Subsidy Recycling	-	6,000	-	-	6,000	6,000	-	-
	Total	**59,265**	**81,000**	**-**	**75,000**	**21,000**	**21,000**	**15,000**	**15,000**
01.660.5005.000	WasteWater Salary	58,241	59,050	40,221	60,526	64,111	64,111	60,526	60,526
01.660.5010.000	WasteWater Wages	-	-	784	1,000	11,340	-	-	-
01.660.5025.000	Waste Water O T Wages	100	-	199	250	-	-	-	-
01.660.6015.000	Dues & Subscriptions	99	100	-		100	100	100	100
01.660.6020.000	Operating Supplies	1,550	1,850	372	500	1,850	1,850	1,850	1,850
01.660.6055.000	Professional Services	6,025	3,000	-	1,000	29,750	18,000	6,000	6,000
01.660.6065.000	Purchased Services	860	2,200	99	1,000	4,928	4,928	4,928	4,928
01.660.6075.000	Tools & Equipment	-	1,000	-	-	-	-	-	-
	Total	**66,875**	**67,200**	**41,675**	**64,276**	**112,079**	**88,989**	**73,404**	**73,404**
01.720.7205.000	VNS Home Health Services	4,000	4,000	4,000	4,000	4,000	4,000	2,000	2,000
01.720.7210.000	South Shore Mental Health	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
01.720.7215.000	Wood River Health	1,500	2,000	2,000	2,000	5,000	5,000	2,500	2,500
01.720.7235.000	Domestic Violence Center	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
01.720.7245.000	Thundermist Hlth Ctr So County	2,000	2,000	2,000	2,000	-	-	-	-
01.720.7250.000	The Samaritans	500	500	500	500	-	-	500	500
01.720.7260.000	WARM Shelter	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
01.720.7270.000	Southern RI Volunteers	1,250	1,000	1,000	1,000	1,000	1,000	1,000	1,000
01.720.7275.000	Wood River/Pawcatuck Watershed	-	-	-		10,000	10,000	500	500
01.720.7283.000	Community Action So County	500	500	500	500	-	-	-	-
01.720.7300.000	RI CAN	3,500	3,500	3,500	3,500	4,000	4,000	3,500	3,500
01.720.7322.000	WA County Coalition Children	500	200	200	200	1,000	1,000	500	500
01.720.7325.000	Education Exchange	400	250	250	250	-	-	-	-
01.720.7340.000	Chariho Tri Town Task Force	500	1,500	1,500	1,500	3,000	3,000	1,500	1,500
01.720.7342.000	Wildlife Rehabilitators of Rhode Island	200	200	200	200	-	-	200	200
01.720.7343.000	Washington County Community Dev. Corp.	500	-	-		500	500	-	-
	Total	**21,350**	**21,650**	**21,650**	**21,650**	**34,500**	**34,500**	**18,200**	**18,200**
01.730.7308.000	Chariho Soccer League	250	250	250	250	250	250	250	250
01.730.7309.000	Memorial Day Parade	500	500	500	500	-	-	-	-
01.730.7310.000	Charlestown Ambulance	176,800	176,800	176,800	176,800	176,800	176,800	166,800	166,800
01.730.7311.000	Charlestown Memorial Parade	-	1,000	1,000	1,000	-	-	-	500
01.730.7320.000	Chamber Of Commerce	3,100	3,000	3,000	3,000	-	-	3,000	3,000
01.730.7330.000	Cross Mills Library	208,000	208,000	208,000	208,000	208,000	208,000	208,000	208,000
01.730.7335.000	Salt Ponds Coalition	500	500	500	500	-	-	-	-
	Total	**389,150**	**390,050**	**390,050**	**390,050**	**385,050**	**385,050**	**378,050**	**378,550**

SUPPLEMENTAL INFORMATION
FY2011 – 2012

640 – CRCC MANDATED MONITORING:

640-6001 – CRCC MANDATED MONITORING FOR 30 YEARS (FUNDED BY GENERAL FUND) $15,000
Mandated CRCC monitoring required by the State after landfill closing in 2000. Performed by Fuss O'Neil.

640-6002 – GENERAL FUND SUBSIDY - RECYCLING $6,000 **BUDGET AMOUNT - $ 0**

TOTAL REQUESTED BUDGET $21,000 **TOTAL BUDGET $15 ,000**

SUPPLEMENT INFORMATION
FY 2011 - 2012

660 DPW WASTEWATER MANAGEMENT:

660-5005 – SALARY - $64,111 **BUDGET AMOUNT - $ 60,526**

660-6010 – WAGES - $11,340
Secretarial staff position funded at $14.00 per hours @ 15 hours per week

660-6015 – DUES & SUBSCRIPTONS - $100
To purchase appropriate literature

660-6020 – OPERATING SUPPLIES - $1,850
Basic office supplies including labels, highlights, film, misc. consumables such as binders, mailing tape, paper, pens, pencils, cartridges and other miscellaneous supplies unique to operation of the department and associated printing costs. Expenses attributed to increased outreach as ISDS notifications are sent.

Printer/Toner	$ 500
General Office Supplies	$ 850
Required forms	$ 300
Letterhead/cardstock	$ 200
Total	$ 1,850

SUPPLEMENT INFORMATION
FY 2011 - 2012

660-6055 PROFESSIONAL SERVICES - $29,750 **BUDGET AMOUNT - $ 6,000**

Provides funds for special and emergency engineering technical studies in regard to septic related issues.

Detached Floating Aquatic Vegetation Removal	$ 4,000
URI NEMO NE Onsite Wastewater Center	$ 10,000
Potable Well Water Chemistry Analysis	$ 9,750
Stormwater Sampling Study	$ 6,000
	$ 29,750

660-6065 PURCHASED SERVICES - $4,928

Carmody Data Systems – web-based wastewater inspection reporting system license under current contract. Includes GIS software and licensing, University of Rhode Island classes and other educational programs.

10 seminars for WW Specialist at the on-site Wastewater Training Facility at URI, @ $200 each	$ 2,000
Inspector 100 classes for 4 Wastewater Management Commission members @ $435 each	$ 1,740
Carmody RIWIS Users' Agreement	$ 1,188
Total	$ 4,928

TOTAL REQUESTED BUDGET $112,079 **TOTAL BUDGET $ 73,404**

SUPPLEMENTAL INFORMATION
FY2011 – 2012

720 – OUTSIDE AGENCIES:

		Requested	Funded
720.7205	VNS Home Health Services	4,000	2,000
720.7210	South Shore Mental Health	3,500	3,500
720.7215	Wood River Health	5,000	2,500
720.7235	Domestic Violence Center	1,500	1,500
720.7250	The Samaritans	-	500
720.7260	WARM Shelter	1,000	1,000
720.7270	Southern RI Volunteers	1,000	1,000
720.7275	Wood River/Pawcatuck Watershed	10,000	500
720.7300	RI CAN	4,000	3,500
720.7322	WA County Coalition Children	1,000	500
720.7340	Chariho Tri Town Task Force	3,000	1,500
720.7342	Wildlife Rehabilitators of Rhode Island	-	200
720.7343	Washington County Community Dev. Corp.	500	-
		34,500	18,200

SUPPLEMENTAL INFORMATION
FY2011 – 2012

730 – LOCAL AGENCIES:

		Requested	Funded
730.7308	Chariho Soccer League	250	250
730.7309	Memorial Day Parade	-	-
730.7310	Charlestown Ambulance	176,800	166,800
730.7311	Charlestown Memorial Day Parade	-	500
730.7320	Chamber of Commerce	-	3,000
730.7330	Cross Mills Library	208,000	208,000
		385,050	378,550

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.740.5020.000	Conservation Commission	1,337	2,000	82	2,000	2,000	2,000	2,000	2,000
01.740.5040.000	Senior Citizens Commission	-	100	-	100	100	100	100	100
01.740.5050.000	Planning Commission	4,964	5,000	4,825	50,000	10,000	7,000	5,000	5,000
01.740.5060.000	Zoning Board	5,486	7,500	3,064	60,000	9,825	7,500	6,500	6,500
01.740.5075.000	Economic Improvement Commission								500
01.740.5080.000	Juvenile Hearing Board	410	500	-	-	500	-	-	-
01.740.5085.000	Mosquito Abatement Council	9,896	10,630	5,168	10,630	10,630	7,500	10,000	10,000
	Total	**22,091**	**25,730**	**13,139**	**122,730**	**33,055**	**24,100**	**23,600**	**24,100**
01.780.7880.000	Chariho Regional School District	**13,702,263**	**14,083,000**	**7,698,372**	**14,083,000**	**14,287,786**	**14,287,786**	**14,270,862**	**14,270,862**
01.800.4935.000	Advertising	-	-	-		1,000	1,000	-	-
01.800.5005.000	Coordinator's Salary	14,389	14,640	9,086	14,640	14,640	14,640	14,640	14,640
01.800.5010.000	Wages	29,589	29,647	17,586	29,147	31,837	31,837	30,680	30,680
01.800.5020.000	Sr Ctr After Hour Rental Wages	347	-	158	500	2,300	2,300	2,300	2,300
01.800.6000.000	Sr Center Wage Reimbursement	(116)	-	-		-	-	-	-
01.800.6015.000	Dues & Subscriptions	30	30	30	30	30	30	30	30
01.800.6020.000	Operating Supplies	1,101	1,000	462	800	1,000	1,000	1,000	1,000
01.800.6035.000	Miscellaneous	41	400	-		400	400	400	400
01.800.6040.000	Maintenance & Repairs	1,762	1,500	694	1,350	1,500	1,500	1,500	1,500
01.800.6045.000	Maintenance Supplies	741	1,250	106	1,250	1,250	1,250	1,250	1,250
01.800.6050.000	Professional Development	-	200	-		-	-	-	-
01.800.6065.000	Purchased Service	7,740	8,395	3,496	6,000	8,395	8,395	8,395	8,395
01.800.6070.000	Travel Expense	65	100	-		300	300	300	300
01.800.6075.000	Tools/Equipment	-	500	199	500	500	500	500	500
01.800.6195.000	Utilities	6,499	10,700	7,927	10,700	10,700	10,700	12,000	12,000
01.800.8035.000	Senior/Community Center Programs	159	500	18	300	1,000	1,000	1,000	1,000
	Total	**62,349**	**68,862**	**39,762**	**65,217**	**74,852**	**74,852**	**73,995**	**73,995**

SUPPLEMENTAL INFORMATION
FY2011 – 2012

740 – BOARDS & COMMISSIONS:

740-5020 – CONSERVATION COMMISSION $2,000

Postage,coping	$ 150
Well Water Testing, Volunteer Recognition	350
Public Tree Committee	100
CCC public events, Charlestown Day, Arbor Day	1,100
Printing	300
	$ 2,000

740-5040 – SENIOR CITIZENS COMMISSION $100

740-5050 – PLANNING COMMISSION $10,000

BUDGET AMOUNT - $ 5,000

Stationary and toner	$ 400
Professional Development	1,000
Postage and advertisements	2,500
Planning Commission's journal	100
Professional services	5,000
Miscellaneous	1,000
	$ 10,000

Budget covers stationary, record storage, meeting tapes, postage, mandatory legal advertising, Planning Commission's Journal subscription, technical or professional consulting services to Commission and travel reimbursement. The increase in professional services is due to currently pending applications, professional stenographer services and transcripts necessary for multiple meetings and Comprehensive Permit proceedings. The Commission members have expressed an interest in attending GrowSmart Workshops regularly. Due to a new office policy display and public hearing ads are now paid for by the applicant.

SUPPLEMENTAL INFORMATION
FY2011 – 2012

740 – BOARDS & COMMISSIONS:

740-5060 – ZONING BOARD $9,825 — **BUDGET AMOUNT - $ 6,500**

Advertising	$ 3,400	Based on 17 meetings per year at $200 per meeting
Office supplies	300	General operating supplies. Recording tapes, paper, file folders, etc.
Stenography	3,825	Based on 17 meetings per year
Third party engineer	1,000	
Transcript costs	1,000	Cost of transcripts from public hearing meetings.
Postage	300	
	$ 9,825	

740-5075 ECONOMIC IMPROVEMENT COMMISSION $ 0 — **BUDGET AMOUNT - $ 500**

740-5080- JUVENILE HEARING BOARD $500 — **BUDGET AMOUNT - $ 0**

740-5085 – MOSQUITO ABATEMENT COUNCIL $10,630 — **BUDGET AMOUNT - $ 10,000**

Outside vendor contract for surveillance and larvacide treatment of mosquito larvae on salt marshes	$ 6,500
Purchase of larvacide pesticide materials	1,000
Mosquito magnet maintenance	2,630
Mailing costs	500
	$ 10,630

TOTAL REQUESTED BUDGET $33,055 — **TOTAL BUDGET - $ 24,100**

SUPPLEMENTAL INFORMATION
FY2009 - 2010

780 – CHARIHO REGIONAL SCHOOL DISTRICT (CRSD):

780-7880 – CRSD OPERATING BUDGET $14,270,862

Funds the contractual obligation for Charlestown students attending the regional school district. This amount is based on the number of students in the CRSD from Charlestown.

TOTAL REQUESTED BUDGET $14,270,862

SUPPLEMENTAL INFORMATION
FY 2011 - 2012

800 - CHARLESTOWN SENIOR/COMMUNITY CENTER:

800-4935 – ADVERTISING- $1,000 **BUDGET AMOUNT - $ 0**
Funding requested to provide for advertising of new and existing programs to increase general daily usage of Center.

800-5005 – COORDINATOR'S SALARY $14,640
Coordinator—Funds requested for the Part Time Director Position at 18 hours per week. Director is responsible for the day to day administration of the Senior/Community Center.

800-5010 - WAGES: Part-Time (3 persons) $30,810 **BUDGET AMOUNT - $ 30,680**
*NOTE: Increase in hours for Program Assistant to account for Saturday morning programs.

Kitchen Manager: $15,210
Manage kitchen to include handling delivery of meals from caterer and distribution of meals for in-house dining and meals-on wheels clients, supervise kitchen and dining room volunteers, and insure cleanliness and proper operation of kitchen.
$13.00 per hour x 22.5 hours per week x 52 weeks

Administrative Assist/Program Director: $15,600
Clerical assistant for Director and Center, plan, develop, and implement programs and activities for the community as well as for Seniors. Develop and implement an intensive PR marketing and advertising plan.
$10.00 per hour x 30 hours per week x 52 weeks

Custodian:
*Custodial services handled by contract under purchased services.

800-5020- AFTER HOURS RENTAL $2,300
Costs are off-set by rental fee.

800-6015 – DUES & SUBSCRIPTIONS $30
State Senior Directors Association (annual dues) $ 30
Reflects increase from 2009-2010

CHARLESTOWN SENIOR/COMMUNITY CENTER: (cont'd)

800-6020 - OPERATING SUPPLIES $1,000

Office Supplies, including postage	$1000

800-6035 - MISCELLANEOUS $400

Water Dept. License	$ 300
Food Dept. License	$ 50
Other Miscellaneous	$ 50

800-6040 - MAINTENANCE & REPAIRS $1,500

Building Maintenance	$1,000
Equipment Maintenance	$ 500

800-6045 – MAINTENANCE SUPPLIES $1,250

Kitchen Supplies	$500
Janitorial Supplies	$500
Supplies for Community service projects	$250

800-6065 – PURCHASED SERVICES $8,395

Pest Control	$ 480 ($120 quarterly)
Bldg Security	$ 250 (annually)
Fire Extinguisher and Ansil System Inspections	$1,500 (yearly contract)
Computer Service Repairs	$ 500
Custodial Services (annually)	$ 5,665

SUPPLEMENTAL INFORMATION
FY2011 - 2012

CHARLESTOWN SENIOR/COMMUNITY CENTER: (cont'd)

800-6070 - TRAVEL REIMBURSEMENT $300
In-state mileage reimbursement to attend meetings and conduct work-related tasks.

800-6075 -TOOLS AND EQUIPMENT $500

Misc. tools/equipment (as necessary)	$ 500

800-6195 – UTILITIES $12,000

Cox Communications ($200/mo. Phone, internet, cable)	$2,400
National Grid	$3,000 ($250/month)
Propane Gas	$1,800 ($150/month)
Oil	$3,500 (annually)
RISE Energy Improvements	$1,300

800-8035 – SENIOR/COMMUNITY PROGRAMS $1,000
Funding requested to provide for new program instructors, supplies, etc.
*Revenues generated will be placed in general fund.

Add the following lines

TOTAL REQUESTED BUDGET $75,125

TOTAL BUDGET - $73,995

Projected Revenues of
$4,275 DEA

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.810.5005.000	Recreation Director Salary	69,818	64,607	39,844	61,878	65,588	65,588	61,878	61,878
01.810.5005.002	Recreation Director Longevity	5,989	6,461	-		-	-	-	-
01.810.5005.003	Recreation Director Ins Stipend	-	-	-	2,500	2,500	2,500	2,500	2,500
01.810.5010.000	Recreation Programs Wages	34,741	40,210	14,052	40,451	42,864	42,864	40,451	40,451
01.810.5015.000	Recreation Secretary Wages	-	13,832	10,077	14,000	15,660	15,660	15,660	15,660
01.810.5025.000	Recreation O T Wages	2,314	-	-		-	-	-	-
01.810.5030.000	Seasonal Wages							10,000	10,000
01.810.6000.000	Recreation Wage Reimbursement	-	-	(66)		-	-	-	-
01.810.6015.000	Dues & Subscriptions	124	500	200	400	140	140	140	140
01.810.6020.000	Operating Supplies	782	1,000	489	1,000	1,000	1,000	1,000	1,000
01.810.6040.000	Maintenance & Repair	334	250	-		250	250	250	250
01.810.6050.000	Professional Development	-	1,500	-		-	500	500	500
01.810.6065.000	Purchased Services	3,200	-	-		250	250	250	250
01.810.6070.000	Travel Expense	148	-	200	300	300	300	300	300
01.810.6075.000	Tools/Equipment	-	-	-		200	200	200	200
	Total	**117,450**	**128,360**	**64,796**	**120,529**	**128,552**	**129,052**	**133,129**	**133,129**
01.815.5015.000	Seasonal Playground Wages	13,147	22,000	17,137	22,000	22,170	22,170	22,170	22,170
01.815.5020.000	Recreation Supervisor	4,923	8,000	6,873	6,700	11,368	11,368	9,000	9,000
01.815.5025.000	Recreation Supervisor OT	486	-	1,321	1,321	2,000	2,000	-	-
01.815.8005.000	Camp Ninigret	3,268	8,000	1,148	8,000	8,000	8,000	5,000	5,000
01.815.8020.000	Basketball Program	2,622	6,000	2,250	6,000	7,750	7,750	7,750	7,750
01.815.8025.000	Winter Programs	323	1,500	895	1,200	2,800	2,800	2,800	2,800
01.815.8030.000	Spring/Summer Programs	270	500	427	700	9,600	9,600	8,900	8,900
01.815.8035.000	New Programs	-	500	-	500	-	-	-	-
	Total	**25,039**	**46,500**	**30,050**	**46,421**	**63,688**	**63,688**	**55,620**	**55,620**
01.820.5015.000	Seasonal Wages	46,571	61,000	43,643	65,465	66,791	66,791	61,000	61,000
01.820.5025.000	Town Beach O T Wages	703	-	147	150	-	-	-	-
01.820.6020.000	Town Beach Operating Supplies	44	-	-		1,000	1,000	1,000	1,000
01.820.6035.000	Iniforms & Training	842	1,500	44	1,500	2,300	2,300	1,500	1,500
01.820.6040.000	Maintenance & Repairs	635	1,000	17	1,000	2,000	2,000	2,000	2,000
01.820.6045.000	Maintenance Supplies	99	1,500	1,210	1,600	1,650	1,650	1,500	1,500
01.820.6060.000	Printing & Binding	719	875	-	875	875	875	875	875
01.820.6065.000	Purchased Services	4,508	8,500	4,592	8,300	7,900	7,900	7,900	7,900
01.820.6075.000	Tools/Equipment	1,640	1,000	1,320	1,400	1,600	1,600	1,000	1,000
01.820.6100.000	Property Taxes	3,936	4,200	3,476	3,476	3,500	3,500	3,500	3,500
01.820.6095.000	Beach Cleaning							6,000	6,000
	Total	**59,695**	**79,575**	**54,448**	**83,766**	**87,616**	**87,616**	**86,275**	**86,275**

810 – RECREATION ADMINISTRATION:

810-5005 - SALARY - $68,088 **BUDGET AMOUNT - $ 64,378**
Current Salary $61,49

810-5010 - WAGES - $42,864 **BUDGET AMOUNT - $ 40,451**
Recreation Assistant $42,864
Current Contract Salary $39,714
Longevity = 0 (not eligible)

810-5010 - WAGES - $13,800 **BUDGET AMOUNT - $ 15,660**

Recreation Secretary $13,800

810-5030 SEASONAL WAGES - $ 00 **BUDGET AMOUNT - $ 10,000**

810-6015 - DUES & SUBSCRIPTIONS $140
This line includes dues and Banquet to RIPRA for Director and Programming Manager.
RIPRA Annual Dues and Banquet $140

810-6020 - OPERATING SUPPLIES $1,000
Department supplies needed throughout the year other than central supply items. Supplies such as colored paper for seasonal flyers, computer paper, printer cartridges, as well as other various department items needed for operations.
Miscellaneous items $1000

810-6040 - MAINTENANCE & REPAIRS $250
Repairs of Technical Office Equipment$ 250

810-6050 – PROFESSIONAL DEVELOPMENT - $ 0 **BUDGET AMOUNT - $ 500**

810-6065 - PURCHASED SERVICES $250
Computer Training (training for assistant) $250

810 – RECREATION ADMINISTRATION: (Continued)

810-6070 – Travel Expense $300.
Director Summer Weekend Travel 3 Months $300

810-6075 - TOOLS & EQUIPMENT - $200
Miscellaneous tools & equipment as needed for programs and to repair recreational equipment to limit liability $200

TOTAL REQUESTED BUDGET $128,752

TOTAL BUDGET - $ 133,129

815 – RECREATION PROGRAMS:

815-5015 - SEASONAL NINIGRET PARK WAGES $22,170

Seasonal wages to pay staff for Camp Ninigret program. Base program is 5 weeks with additional extended weeks (2 weeks). Camp begins 8:00 am – 5:00 pm for extended program. Please note that this line item has increased to expand program hours.

Supervisor	$13.00 x 9 hrs x 5 days x 10 weeks	$ 5,850
Youth Counselors	8 counselors @ $8.50/hr x 40hrs x 5 weeks	$ 13,600
	4 counselors @ $8.50/hr x 40hrs x 2 weeks	$ 2,720
		$ 22,170

815-5020 – BEACH OPERATIONAL MANAGER $11,368 — BUDGET AMOUNT - $ 9,000

The Recreation Supervisor is responsible for assisting with the day-to-day operations of all summer facilities, programs, and events.

Summer Assistant	$12.25/hr for 5 days x 8 hrs x 5 weeks (pre-season preparations)	$2,450
	$12.25 /hr for 7 days x 8 hrs x 13 weeks.	$8,918
		$11,368

815-5025 BEACH OPERATIONAL MANAGER OT $2,000 — BUDGET AMOUNT - $ 0

Overtime Supplement is for Emergency Situations

815-8005 - CAMP NINIGRET $8,000 — BUDGET AMOUNT - $ 5,000

Ninigret Park Camp Program. Total reflects equipment and other necessary items for the program. Program runs 5 days a week for 5 weeks with 2 supplemental weeks extending program.
Registration fees are deposited in the general fund.

Equipment, supplies, miscellaneous
Special Events

SUPPLEMENTAL INFORMATION
FY 2011 - 2012

815 – RECREATION PROGRAMS (cont'd):

815-8020 - BASKETBALL (YOUTH) $7,750

Town operated youth basketball league. Registration fees are deposited in the general fund.

Trophies and Plaques	$ 1,000
Equipment (rims, scoreboard lights, nets, baskets, misc.)	$ 300
Uniforms (for approximately 250 children)	$ 1,200
Referees for youth division (2 @ $10 per referee/per game x 40)	$ 800
Referees for junior division program games (2 @ $15 per game x 35)	$ 1,050
Referees for senior division program games (2 @ $15 per game x 35)	$ 1,050
Scorers for all division games	$ 550
Volunteer coach staff shirts	$ 300
Program coordinators ($100 per week x 15 weeks)	$ 1,500
	$ 7,750

*Note: registration fees and sponsorships from local businesses offset a portion of program costs.

815-8025 - WINTER PROGRAMS $2,800

Funding to provide for winter programs including annual Holiday Tree Lighting, Town Hall Holiday decorations, etc.	$ 500
Bon Fire	$ 500
Teen Center Start-up money	$ 1,500
Frisbee Golf Tournament	$ 300
	$ 2,800

815-8030 - SPRING/SUMMER PROGRAMS $8,900

Egg Hunting & Gathering	$ 500
Fishing Derby	$ 500
Concert Series (* see below)	$ 6,900
Paddling/Rowing Program	$ 1,000
	$ 8,900

815 – RECREATION PROGRAMS (cont'd):

Summer Concert Series Underwriting

It is our intention to reach out to the community through a weekly musical program intended to take place on Sunday nights or perhaps Saturday nights during the summer months. Additionally, we intend to provide some element of the program to take place after the close of the traditional tourist season on Labor Day or prior to the rush of visitors in June. Our intention is to provide a community weekly event for the members of the community to attend, picnic in the park utilizing the area near the Kimball Pavilion for this purpose until our events center is fully operational as per the Ninigret Park Master Plan. I will be seeking other sources for sponsorship of this program including the following:

1. Senior Citizens Organization
2. Chamber of Commerce
3. RI Foundation for the Arts
4. Area businesses, (particularly for the off summer events)

I expect this capital request to be an underwriting temporary cost with sponsorship and grants to fund the program.

Equipment	$ 2,500	Donated	Cost:	$	-
1 week of Music	$ 1,000	Donated	Cost:	$	-
5 weeks of Music	$ 5,000	Seeking Sponsorship	Cost:	$	5,000
Promotion/Advertising	$ 600	Town Cost	Cost:	$	600
Booking Duties		Donated	Cost:	$	-
Master Ceremonies		Recreation Detp.	Cost:	$	-
	$ 9,100	**TOTAL**		**$**	**5,600**

TOTAL REQUESTED BUDGET $62,988

TOTAL BUDGET - $ 55,620

SUPPLEMENTAL INFORMATION
FY 2011 - 2012

820 - CHARLESTOWN BEACH:

820-5015 - SEASONAL WAGES $96,325 **BUDGET AMOUNT - $ 61,000**

Total seasonal wages for Town Beach lifeguards, beach attendants, and beach manager:

A. Lifeguards

This line will cover expenses for the period of July 1, 2011 through June 30, 2012. This period represents a total of 91 days. It is proposed that the salary for "new" guards begins at $11.75/hour. Those guards who return from the previous year will be given a .25 per hour increase from their previous year's salary. For budgeting purposes, an average wage of $12.00/hour will be used. *Note- holiday rate of pay of time +1/2 paid to lifeguards for holidays worked.

Lifeguards by day			
5 Guards/Weekdays	$12.00/hour x 5 guards	$ 60	per hour for all guards
	$60/hour x 8 hours	$ 480	per day for all guards
	$480/day x 60 days	$ 28,800	total for weekdays
6 Guards/Weekends	$12.00/hour x 6 guards	$ 72	per hour for all guards
	$72/hour x 9 hours	$ 648	per day for all guards
	$648/day x 27 days	$ 17,496	total for weekends
6 Guards/Holidays	$18.00/hour x 6 guards	$ 108	per hour for all guards
	$108/hour x 9 hours	$ 972	per day for all guards
	$972/day x 4 days	$ 3,888	total for holidays
Total Lifeguard Wages	Weekday guards	$ 28,800	
	Weekend guards	$ 17,496	
	Holiday guards	$ 3,888	
		$ 50,184	

SUPPLEMENTAL INFORMATION
FY 2011 - 2012

820 - CHARLESTOWN BEACH (cont'd)

Beach Attendants

Weekdays:			
2 Attendants 8:30 a.m. - 5:00 p.m.	8 hours x $7.75/hr	$62.00	per day per attendant
	$62 x 2 attendants	$124.00	per day
	$124/day x 60 days	$7,440.00	total wages
1 Attendant 8:30 a.m. - 12:30 p.m.	4 hours x $7.75/hr	$31.00	per day per attendant
	$31 x 1 attendant	$31.00	per day
	$31/day x 60	$1,860.00	
		$7,440.00	full day wages
		$1,860.00	half day wages
		$9,300.00	total weekday wages
Weekends & Holidays:			
3 Attendants 7:30 a.m. - 5:00 p.m.	9 hours x $7.75/hr	$69.75	per day per attendant
	$69.75 x 3 attendants	$209.25	per day
	$209.25/day x 31	$6,486.75	
1 Additional Attendant 7:30 a.m. - 12:30 p.m.	5 hours x $7.75/hr	38.75	per day per attendant
	$38.75 x 1 attendant	38.75	per day
	$38.75/day x 31 days	$1,201.25	total wages
		$6,486.75	full day wages
		$1,201.00	half day wages
		$7,688.00	Total weekend/holiday wages

Total Beach Attendant Wages	
Weekday Attendants	$ 9,300
Weekend/Holiday Attendants	$ 7,688
	$16,988

SUPPLEMENTAL INFORMATION
FY 2011 - 2012

820 - CHARLESTOWN BEACH (cont'd)

C. Town Beach Manager
The beach manager is responsible for daily collection, accounting, scheduling, deposits, and overall operation of the facility.

Beach Manager	$11.00/hr x 56 hours	$ 616
	16 weeks (pre and post season)	**$ 9,856**

820-5015 - SEASONAL WAGES TOTAL

Town Beach Lifeguards	$ 50,184
Town Beach Attendants	$ 16,988
Town Beach Manager	$ 9,856
Total Salaries Sub-total	$ 77,028
Less: 10% rain reduction	$ (7,703)
Total Town Beach Salaries/Wages	**$ 69,325**

820-6020 – OPERATING SUPPLIES $1,000

Paper products, soaps for restrooms, etc.

820-6035 – UNIFORMS & TRAINING $2,300

BUDGET AMOUNT - $ 1,500

Uniform reimbursement:	
10 uniforms x $50 per uniform	$ 500
Beach Manager, Beach Attendent and Supervisor uniforms	$ 150
Lifeguard Hoodies	$ 150
	$ 800
Certification and training reimbursement	
For "new guards only. Average of 5 "new guards" per year	
5 guards x 200 for training/certification	$ 1,000
CPR certification for "new" and "re-certified" lifeguards	
10 guards x $50 per guard	$ 500
	$ 2,300

SUPPLEMENTAL INFORMATION
FY 2011 - 2012

820 - CHARLESTOWN BEACH (cont'd)

820-6040 - MAINTENANCE & REPAIRS $2,000

Miscellaneous maintenance and repairs	
at beach as needed.	$1,000
Roof Repairs	$1,000

820-6045 - MAINTENANCE SUPPLIES $2,550 **BUDGET AMOUNT - $ 1,500**

Replace broken lifeguard chairs	$750
Umbrellas for Lifeguard Chairs 3 x 300 each	$900
* Flying Flag System Indicating Ends of the Beaches	$900 (each beach)

* Twelve custom feather style flags, twelve feet high needed for the beaches to assist in identifying the end of the Town Beach and Blue Shutters Beach property. It is our responsibility as a community to identify our property line, in an effort to discourage people from leaving our property after paying us to utilize our beach. This purchase would provide us with the ability to properly identify the boundary lines of our beach in an attractive fashion. These flags would be temporary and will require that they be stored each evening.

820-6060 - PRINTING & BINDING $875

Printing of resident beach passes	$ 750
Printing of cottage passes	$ 150
Printing of daily receipts	$ 850
Total printing cost*	$ 1,750
* Cost is shared by both beaches	$ 875

820-6065 - PURCHASED SERVICES $7,900.

Close Facility (plumber) Opening of Beaches is DPW Bbldgs & Grounds Resposibility	$1,500
Police detail - 5 hrs/day x 31 days (weekends/holidays) @ $30/hr + FICA	$ 4,650
Poland Springs	$ 150
Porta Jon Rental - 1 handicapped porta jon for facility @$180 per monthx5 months	$ 900
Medical Supplies	$ 300
Dept. of Health License	$ 100
Ocean testing as mandated by State 2x per year @ $150 per test	$ 300
	$ 7,900

820 - CHARLESTOWN BEACH (cont'd)

820-6075 - TOOLS & EQUIPMENT $1,600 — **BUDGET AMOUNT - $ 1,000**

Replacement AED unit and battery for old unit	$ 600
Equipment and tools for beach operation (emergency equip., tarps, whistles, reels, push carts - as need to operate)	$ 1,000
	$ 1,600

820-6100 - TAXES $3,500
Payment to South Kingstown for town-owned beach property located within South Kingstown.

820-6095 BEACH CLEANING - $ 0 — **BUDGET AMOUNT - $ 6,000**

TOTAL REQUESTED BUDGET- $91,050 — **TOTAL AMOUNT - $ 86,275**

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.830.5015.000	Ninigret Park Wages	14,184	16,600	11,899	16,200	18,504	18,504	16,600	16,600
01.830.5025.000	Ninigret Park O T Wages	343	-	241	241	-	-	-	-
01.830.6020.000	Operating Supplies	861	1,000	1,265	1,500	900	900	900	900
01.830.6040.000	Maintenance & Repairs	2,574	2,000	1,102	2,000	4,300	4,300	2,800	2,800
01.830.6065.000	Purchased Services	9,773	11,000	5,280	10,000	13,045	13,045	11,000	11,000
01.830.6075.000	Tools/Equipment	153	300	-	300	3,900	3,900	2,500	2,500
	Total	**27,888**	**30,900**	**19,787**	**30,241**	**40,649**	**40,649**	**33,800**	**33,800**
01.840.5015.000	Driving Range Wages	8,763	-	-		-	-	-	-
01.840.5025.000	Driving Range O T Wages	53	-	-		-	-	-	-
01.840.6020.000	Operating Supplies	9	-	-		-	-	-	-
01.840.6040.000	Maintenance & Repairs	853	-	-		-	-	-	-
01.840.6065.000	Purchased Services	844	-	-		-	-	-	-
	Total	**10,520**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
01.850.5015.000	Seasonal Wages	41,320	50,000	44,420	66,630	57,948	57,948	50,000	50,000
01.850.5025.000	Blue Shutters O T Wages	465	-	178	200	-	-	-	-
01.850.6020.000	Blue Shutters Operating Sup	56	-	-		1,000	1,000	100	100
01.850.6035.000	Uniforms & Training	927	1,500	290	1,500	2,000	2,000	1,500	1,500
01.850.6040.000	Maintenance & Repairs	337	300	80	300	1,000	1,000	300	300
01.850.6045.000	Maintenance Supplies	1,214	1,000	713	1,000	900	900	1,000	1,000
01.850.6060.000	Printing & Binding	732	875	-	875	875	875	875	875
01.850.6065.000	Purchased Services	5,621	8,500	4,783	8,200	7,900	7,900	7,900	7,900
01.850.6075.000	Tools/Equipment	462	1,000	1,248	1,500	1,600	1,600	1,000	1,000
01.850.6095.000	Beach Cleaning							6,000	6,000
	Total	**72,176**	**63,175**	**51,710**	**80,205**	**73,223**	**73,223**	**68,675**	**68,675**

SUPPLEMENTAL INFORMATION
FY2011 - 2012

830 – NINIGRET PARK:

830-5015 - SEASONAL WAGES $18,504 **BUDGET AMOUNT - $ 16,600**

A. Lifeguards

This line will cover expenses for the period of July 1, 2011 through June 30, 2012. This period represents a total of 91 days. It is proposed that the salary for "new" guards begins at $11.75/hour. Those guards who return from the previous year will be given a .25 per hour increase from their previous year's salary. For budgeting purposes, an average wage of $12.00/hour will be used. *Note- holiday rate of pay = time +1/2 paid to lifeguards.

Lifeguards by day			
2 Guards/Weekdays	$12.00/hour x 2 guards	$ 24	per hour for all guards
	$24/hour x 8 hours	$ 192	per day for all guards
	$192/day x 60 days	$ 11,520	total for weekdays
2 Guards/Weekends	$12.00/hour x 2 guards	$ 24	per hour for all guards
	$24/hour x 9 hours	$ 216	per day for all guards
	$216/day x 27 days	$ 5,832	total for weekends
2 Guards/Holidays	$18.00/hour x 2 guards	$ 36	per hour for all guards
	$36/hour x 8 hours	$ 288	per day for all guards
	$288/day x 4 days	$ 1,152	total for holidays
Total Lifeguard Wages	Weekday guards	$ 11,520	
	Weekend guards	$ 5,832	
	Holiday guards	$ 1,152	
		$ 18,504	

Please note: There is no deduction for rain due to the fact that guards usually remain on duty for picnic and other small gatherings which often occur in inclement weather.

SUPPLEMENTAL INFORMATION
FY2011 - 2012

830 – NINIGRET PARK (cont'd)

830-6020 - OPERATING SUPPLIES $900

Restroom supplies (toilet paper, paper towels, etc.)	$ 500
Cleaning supplies (floor cleaner, disinfectants, etc.)	$ 400
	$ 900

830-6040 - MAINTENANCE & REPAIRS $4,300 — BUDGET AMOUNT - $ 2,800

Build recycling centers	$ 1,000
Replace signage	$ 500
Maintenance and repairs to facilities as needed	$ 2,000
Install benches, build sun shelter at basketball court, build warming shelter for skating rink, build skating rink enclosure as per Master Plan.	$ 800
	$ 4,300

830-6065 - PURCHASED SERVICES $11,365 — BUDGET AMOUNT - $ 11,000

Open/close facility (plumber)	$ 2,000
Porta Jon Rental $125/mo x 12 months	$ 1,500
Bi-Weekly Coliform Test - 20 tests @ $70.00 per test	$ 1,400
Communications system annual maintenance	$ 250
Cleaning - Restrooms ($700/month x 5 months)	$ 3,500
Water Heater Rental $10/mo x 12 months	$ 125
Poland Springs	$ 150
Pest Control ($120/mo x 12 months)	$ 1,440
Services as needed	$ 1,000
	$ 11,365

SUPPLEMENTAL INFORMATION
FY2011 - 2012

830 – NINIGRET PARK (cont'd)

830-6075 - TOOLS & EQUIPMENT $3,900 — **BUDGET AMOUNT - $ 2,500**

Playground rubber surface replacement (annually 20 bags @ $60 per)	$1,200
Electrical Hand Dryer (Installation Only)	$1,500
Replace AED Battery (annually)	$ 200
Power Tools, weed-wacker, trim saw	$1,000
	$3,900

TOTAL REQUESTED BUDGET $39,969 — **TOTAL BUDGET - $ 33,800**

SUPPLEMENTAL INFORMATION
FY 2011 - 2012

850 – BLUE SHUTTERS BEACH:

850-5015 - SEASONAL WAGES $60,482 **BUDGET AMOUNT - $ 50,000**

Total seasonal wages for Blue Shutters Beach lifeguards, beach attendants, and beach manager:

A. Lifeguards

This line will cover expenses for the period of July 1, 2011 through June 30, 2012, a period of 91 days. It is proposed that the salary for "new" guards begins at $11.75/hour. Those guards who return from the previous year will be given a .25 per hour increase from their previous year's salary. For budgeting purposes, an average wage of $12.00/hour will be used. Note - holiday rate of pay = time +1/2 paid for lifeguards.

Lifeguards:				
4 Guards/Weekdays	$12.00/hour x 4 guards		$ 48	per hour for all guards
	$48/hour x 8 hours		$ 384	per day for all guards
	$384/day x 60 days		$ 23,040	total for weekdays
4 Guards/Weekends	$12.00/hour x 4 guards		$ 48	per hour for all guards
	$48/hour x 8 hours	9 hours	$ 432	per day for all guards
	$432/day x 27 days		$ 11,664	total for weekdays
4 Guards Holidays	$18.00/hour x 4 guards		$72	per hour for all guards
	$72/hour x 9 hours		$ 648	per day for all guards
	$648/day x 4 days		$ 2,592	total for holidays
Total Lifeguard Wages	Weekday guards		$ 23,040	
	Weekend guards		$ 11,664	
	Holiday guards		$ 2,592	
TOTAL LIFEGUARD WAGES			**$ 37,296**	

850 – BLUE SHUTTERS BEACH (cont'd)

B. Beach Attendants

Two and one-half (2.5) attendants on weekdays and (3.5) attendant on weekends are required at the Town Beach. Salaries will range from $7.50(minimum wage) to $8.00/hour based on years of service. For budgeting purposes $7.75/hour will be used.

2 Attendants 8:30 a.m. - 5:00 p.m.	8 hours x $7.75/hr	$62.00	per day per attendant
	$62 x 2 attendants	$124.00	per day
	$124/day x 60 days	$7,440.00	total weekday attendants wages
2 Attendants 8:30 a.m. -12:30 p.m.	4.0 hours x $7.75/hr	$31.00	per day per attendant
	$31.00 x 2 attendants	$62.00	per day
	$62.00 x 60 days	$3,720.00	total weekday attendants wages
Weekends/Holidays:			
3 Attendants 7:30 a.m. - 5:00 p.m.	9 hours x $7.75/hr	$69.75	per day per attendant
	$69.75 x 3 attendants	$209.25	per day
	$209.25/day x 31 days	$6,487.00	total weekend/holiday attendants wages
2 Attendants 7:30 a.m. -12:30 p.m.	5.0 hours x $7.75/hr	$38.75	per day per attendant
	$38.75 x 2 attendants	$77.50	per day
	$77.50 x 31 days	$2,403.00	toal weekend/holiday attendants wages
TOTAL ATTENDANTS WAGES		**$20,050.00**	

C. Blue Shutters Beach Manager

The beach manager is responsible for daily collection, accounting, scheduling, deposits, and overall operation of the facility.

Beach Manager	$11.00/hr x 56 hours	$ 616
	16 weeks (pre and post season)	**$ 9,856**

850 – BLUE SHUTTERS BEACH (cont'd)

850-5015 - SEASONAL WAGES TOTAL

Blue Shutters Beach Lifeguards	$ 37,296
Blue Shutters Beach Attendants	20,050
Blue Shutters Beach Manager	9,856
Total Salaries Sub-total	67,202
Less: 10% rain reduction	(6,720)
Total Blue Shutters Beach Salaries/Wages	**$ 60,482**

850-6020 – OPERATING SUPPLIES $1,000 **BUDGET AMOUNT - $ 100**

Paper products, soaps for restrooms, etc.

850-6035 - TRAINING-LIFEGUARDS $2,000 **BUDGET AMOUNT - $ 1,500**

Total cost of the re-imbursement program will be divided equally between the 2 Town beach budgets. (Charlestown Beach and Blue Shutters Beach.)

Uniform reimbursement		
8 x $50 per uniform	$	400
Beach Manager, Beach Attendant and Supervisor Uniforms	$	150
Lifeguard Hoodies	$	150
	$	700
Certification and training reimbursement		
For "new" guards only. Average of 5 "new guards" per year. 4 guards x 200 for training/certificaiton	$	800
CPR certification for "new" and "re-certified" lifeguards		
10 guards x $50 per guard	$	500
	$	2,000

SUPPLEMENTAL INFORMATION
FY 2011 - 2012

850 – BLUE SHUTTERS BEACH (cont'd)

850-6040 - MAINTENANCE & REPAIRS $1,000 — **BUDGET AMOUNT - $ 300**

Showers, water system, septic system, paint lifeguard chairs etc.

850-6045 - MAINTENANCE SUPPLIES $1,500 — **BUDGET AMOUNT - $ 1,000**

Umbrellas for 2 Lifeguard Chairs 2 X $300	$600
* Flying Flag System Indicating Ends of the Beaches	$900 (each beach)

* Twelve custom feather style flags, twelve feet high needed for the beaches to assist in identifying the end of the Town Beach and Blue Shutters Beach property. It is our responsibility as a community to identify our property line, in an effort to discourage people from leaving our property after paying us to utilize our beach. This purchase would provide us with the ability to properly identify the boundary lines of our beach in an attractive fashion. These flags would be temporary and will require that they be stored each evening.

850-6060 - PRINTING & BINDING $875

Printing of resident beach passes	$ 750
Printing of cottage passes	$ 150
Printing of daily receipts	$ 850
Total printing cost*	$ 1,750
* Cost is shared by both beaches	$ 875

850-6065 – PURCHASED SERVICES $7,900

Police detail - 5 hrs/day x 31 days (weekends/holidays) @ $30/hr + FICA	$4,650
Porta Jon Rental - 1 porto jon for facility @$180 per monthx5 months	$900
Ocean testing as mandated by State 2x per year @ $150 per test	$300
Medical Supplies	$300
Poland Springs	$150
Dept. of Health licenses	$100
Close facilities - plumber	$1,500
(Opening of Beaches is DPW / Bldg & Grounds Responsibility)	
	$7,900

850 – BLUE SHUTTERS BEACH (cont'd)

850-6075 - TOOLS & EQUIPMENT $1,600 — **BUDGET AMOUNT - $ 1,000**

Replacement AED unit and battery for old unit	$ 600
Equipment and tools for beach operation (emergency equip., tarps, whistles, reels, push carts and need to operate	$ 1,000
	$ 1,600

850-6095 BEACH CLEANING - $ 0 — **BUDGET AMOUNT - $ 6,000**

TOTAL REQUESTED BUDGET - $76,357 — **TOTAL BUDGET – $ 68,675**

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.900.9020.000	Refunding Principle 1.2M	155,000	150,000	150,000	150,000	-	-	-	-
01.900.9021.000	Open Space Bond Principle 3M	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
01.900.9022.000	Bond Issuance Cost	-	20,000	-		-	-	50,000	50,000
01.900.9023.000	USDA Rural Dev. Principal 3M	33,975	32,010	32,010	32,010	33,450	33,450	33,450	33,450
01.900.9025.000	Refunding Interest 1.2M	8,000	4,125	4,125	4,125	-	-	-	-
01.900.9026.000	Open Space Interest 3M	84,075	79,950	79,950	79,950	75,263	75,263	75,263	75,263
01.900.9028.000	USDA Rural Dev. Interest 3M	129,075	131,040	131,040	131,040	129,600	129,600	129,600	129,600
01.900.9029.000	Affordable Housing Interest (one payment)							25,000	25,000
01.900.9041.000	Bond Issuance Cost (Buckeye, Old Coach, OpenS	5,831	-	-		-	-	-	-
01.900.9076.000	DPW Backhoe Loader/Intl Truck	44,696	-	-		-	-	-	-
01.900.9085.000	Debt Service Fees On Bonds	700	-	350	700	-	-	-	-
01.900.9092.000	Police Building Equipment LP07	48,011	48,011	48,011	48,011	-	-	-	-
01.900.9093.000	DPW Brush Chipper (5 YR L/P)	8,171	8,171	8,171	8,171	-	-	-	-
01.900.9094.000	DPW Asphalt Roller (5 YR L/P)	6,314	6,314	6,314	6,314	-	-	-	-
01.900.9095.000	Ambulance (5 YR L/P)	28,294	28,294	28,294	28,294	-	-	-	-
01.900.9096.000	DPW Heavy Duty Dump/Plow Truck	21,802	21,802	21,802	21,802	21,802	21,802	21,802	21,802
01.900.9097.000	Police - Radar Units	4,453	4,453	4,453	4,453	4,453	4,453	4,453	4,453
01.900.9098.000	DPW 4WD Light Pick-Up	5,127	5,127	5,127	5,127	5,127	5,127	5,127	5,127
01.900.9099.000	Police - Laptop Computers	11,502	11,502	11,502	11,502	6,491	6,491	6,491	6,491
01.900.9100.000	DPW Small Dump Truck	11,840	11,840	11,840	11,840	6,682	6,682	6,682	6,682
01.900.9101.000	DPW New Brush Cutter & Vacuum Sweeper (2015	46,151	46,151	46,151	46,151	46,151	46,151	46,151	46,151
01.900.9102.000	DPW Heavy Duty/Dump 2010	-	24,000	24,053	24,053	24,056	24,056	24,056	24,056
01.900.9103.000	Reverse 911	-	8,000	-		1,000	1,000	-	-
01.900.9104.000	Police Ford F-150 PU	-	-	-		6,904	6,904	6,904	6,904
01.900.9105.000	DPW Heavy Duty Dump 2011	-	-	-		17,836	17,836	17,836	17,836
	Total	**803,017**	**790,790**	**763,192**	**763,543**	**528,815**	**528,815**	**602,815**	**602,815**

SUPPLEMENTAL INFORMATION
FY2011 - 2012

900 - DEBT SERVICE:

900-9021 – $3M OPEN SPACE BOND PRINCIPAL - $150,000
Principal payment on Series A Open Space Bonds issued in February 2004. Authority given in fiscal year 2000 for $2 million and in year 2002 for $1 million. The bond is payable from February 2005 to February 2024.

900-9021 0 OPEN SPACE BOND PRINCIPAL - $ 0 **BUDGET AMOUNT - $ 50,000**

900-9023 – $3M USDA RURAL DEVELOPMENT PRINCIPAL (POLICE STATION) - $33,450
Principal payment on 40-year bond for construction of the police station. The bond is payable from July 2007 to July 2046 in equal principal and interest payments of $163,050.

900-9026 – $3M OPEN SPACE BOND INTEREST - $75,263
Open space bond interest payable for fiscal year 2009.

900-9028 – $3M USDA RURAL DEVELOPMENT INTEREST (POLICE STATION) - $129,600
Interest payable on 40-year bond for construction of the police station for FY 2009. The bond is payable from July 2007 to July 2046 in equal principal and interest payments of $163,050.

900-9029 – AFFORDABLE HOUSING INTEREST - $ 0 **BUDGET AMOUNT - $ 25,000**

900-9096 – DPW HEAVY DUTY DUMP/PLOW TRUCK - $21,802
Five-year lease purchase for International 7400 Dump/Plow Truck. FY2012 is final year of lease.

900-9097 – POLICE – RADAR UNITS - $4,453
Five-year lease purchase for 7 Police Doppler Radar Units. FY2012 is final year of lease.

900-9098 – DPW 4WD LIGHT PICK-UP- $5,127
Five-year lease purchase for 2008 Toyota Tacoma. FY2012 is final year of lease

SUPPLEMENTAL INFORMATION
FY2011 - 2012

900 - DEBT SERVICE (cont'd):

900-9099 – POLICE LAPTOP COMPUTERS - $6,491
Annual payment on a five-year lease purchase for 10 laptop computers for police vehicles. FY2012 is final year of lease.

900-9100 – DPW SMALL DUMP TRUCK - $6,682
Annual lease payment for new small dump truck with one-ton body and plow. FY2012 is final year of lease

900-9101 DPW MOBILE BRUSH CUTTING TRACTOR & VACUUM SWEEPER/CATCH BASIN CLEANER (7YR L/P) $46,151
Estimated annual lease payment for new mobile brush cutting tractor and new vacuum sweeper/catch basin cleaner. FY2015 is final year of lease.

900-9102 DPW HEAVY DUTY/DUMP TRUCK (5YR L/P) $24,056
Annual lease payment for International Dump Truck. FY2014 is final year of lease.

900-9103 Reverse 911 - $1,000 **BUDGET AMOUNT - $ 0**
Annual payment for Reverse 911 system.

900-9104 POLICE FORD F-150 PICKUP TRUCK (5YR L/P) $6.904
Annual lease payment for F-150 pickup truck. FY2015 is final year of lease.

990-9104 DPW HEAVY DUTY/DUMP TRUCK (7YR L/P) $17,836
Estimated annual lease payment for new International Dump Truck. FY2017 is final year of lease.

TOTAL REQUESTED BUDGET $528,815 **TOTAL BUDGET - $ 602,815**

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.920.5005.000	In Lieu Health Insurance	7,147	5,000	5,142	7,500	7,500	7,500	7,500	7,500
01.920.5010.000	Town Funded Retiree Pensions	13,422	13,681	8,665	13,681	13,757	13,757	13,757	13,757
01.920.9205.000	FICA Tax	277,441	310,000	184,773	316,000	335,750	335,750	323,980	323,980
01.920.9205.001	Fica Exp Reimburse/Detail	(2,659)	-	273	273	-	-	-	-
01.920.9205.003	Reimbursed Fica Beach Detail	(419)	-	(453)	(453)	-	-	-	-
01.920.9205.004	Fica Exp Reimburse/Dispatchers	(1,056)	-	(1,926)	(1,926)	-	-	-	-
01.920.9205.009	FICA Reimbursement-Grants	(140)	-	(374)	(374)	-	-	-	-
01.920.9210.000	Health Insurance	647,878	805,000	512,476	768,714	917,700	917,700	885,500	885,500
01.920.9210.002	Health Ins Cobra Employee	(227)	-	2,462	2,700	-	-	-	-
01.920.9210.003	Health Ins Pensioners	46,642	-	28,798	28,798	-	-	-	-
01.920.9210.004	Health Ins Retirees	94,970	-	73,995	73,995	-	-	-	-
01.920.9210.005	Health Deductions Payroll	(90,519)	-	(72,755)	(124,723)	-	-	-	-
01.920.9210.006	Cross Mills Library Hlth Ins	-	-	(2,244)	(3,847)	-	-	-	-
01.920.9210.007	Town Co-Pay Eye Glasses	1,450	-	1,150	1,600	-	-	-	-
01.920.9210.008	OPEB Trust Fee	6,785	2,500	5,269	7,026	2,500	2,500	11,000	11,000
01.920.9215.000	Delta Dental	58,823	75,000	40,177	60,266	78,375	78,375	70,000	70,000
01.920.9215.002	Delta Dental Cobra	(0)	-	257	386	-	-	-	-
01.920.9215.003	Delta Dental Pensions	430	-	176	264	-	-	-	-
01.920.9215.005	Delta Dental/Payroll Deduction	(17)	-	-		-	-	-	-
01.920.9215.006	Cross Mill Library Dental Ins.	-	-	(143)	(215)	-	-	-	-
01.920.9215.007	Delta Dental/Retireed			(147)	(221)				
01.920.9220.000	Life Insurance	14,868	17,000	11,490	20,000	17,500	17,500	17,000	17,000
01.920.9225.000	Employer Pension Contr (RIERS)	460,749	503,000	314,624	535,000	572,076	572,076	541,776	541,776
01.920.9225.001	Employee's Retirement Misc Fee	1,000	-	750	750	-	-	-	-
01.920.9225.004	Employees Retire-Dispatchers	(1,481)	-	(1,030)	(1,765)	-	-	-	-
01.920.9240.000	Unemployment Expense	14,837	7,500	26,403	45,262	35,000	35,000	35,000	35,000
01.920.9250.000	Employee Asst Program	1,500	1,800	1,500	1,800	1,500	1,500	1,500	1,500
	Total	**1,551,425**	**1,740,481**	**1,139,308**	**1,750,491**	**1,981,658**	**1,981,658**	**1,907,013**	**1,907,013**

920 - EMPLOYEE BENEFITS:

920-5005 - IN LIEU OF HEALTH INSURANCE - $7,500
Employee option payment for non-participation in health coverage. Currently includes one municipal employee, and one CPMA member.

920-5010 - RETIREES' SALARIES - $13,757
Covers one employee and the spouse of an employee who retired with Town pensions prior to the Town's participation in State system.
1 @ $ $8,622 per year (increases @ 3% each July – spouse of former Chief of Police) and 1 @ $4,800.00 per year (Former School Secretary).

920-9205 - FICA TAX EXPENSE - $335,750 **BUDGET AMOUNT - $ 323,980**
Calculated @ 7.65% of estimated total payroll.

920-9210 - HEALTH INSURANCE - $715,000 **BUDGET AMOUNT - $ 885,500**
The health insurance calculation is funded with a projected rate increase of 5.0% over the current year actual costs for all employees. For FY 2009, the Town became a member of the Governmental Health Group of Rhode Island. This group provides health insurance to approximately 26 Rhode Island cities, towns and school districts on a self-funded basis. The Town realized a rate reduction of 7.9% for the municipal employees and 8.4% for police over FY 08 rates. In addition, full-time employees who are not members of the Fraternal Order of Police Lodge 40 contract are required to co-pay 15% of their health insurance premium as of 7/1/2007. All full-time members of the Fraternal Order of Police Lodge 40 contract are required to co-pay 10% of their health insurance premium as of 1/1/2008 if they were employed before 7/1/2006 and 15% if they were employed on 7/1/2006 or thereafter. Retirees covered with health benefits with no co-pay include 2 former municipal employees, 7 former police officers, 7 individuals on Plan 65 and 2 individuals reimbursed for Medicare Part B premiums. An eyeglass/contact lens benefit at $100 per year per employee is also funded in this account.

920-9210 OPEB TRUST FEE - $2,500 **BUDGET AMOUNT - $ 11,000**

920-9215 - DENTAL INSURANCE - $78,375 **BUDGET AMOUNT - $ 70,000**
Dental premiums for all full-time employees and two retirees @ a 6% increase over 06/08 rates.

SUPPLEMENTAL INFORMATION
FY2011 - 2012

920 - EMPLOYEE BENEFITS (cont'd):

920-9220 - LIFE INSURANCE - $17,000
Premiums for insurance coverage per Union and Municipal Management Agreements.

920-9225 - RETIREMENT - $572,076 **BUDGET AMOUNT - $ 541,776**
Cost to the Town for participation in the Rhode Island Employees' Retirement System for municipal and police personnel. FY 2010 municipal rate calculated @ 10.73%, a 7.97 % decrease from the prior year and the police rate calculated @ 23.52 %, a 2.77% decrease from the prior year.

920-9240 - UNEMPLOYMENT - $ 35,000
Costs incurred by the Town for seasonal employees' unemployment benefits and severed employees. Level funded with prior year.

920-9250 - EMPLOYEE ASSISTANCE PROGRAM - $1,500
Crisis referral service designed for persons in need of counseling. Yearly fee for up to 70 employees.

TOTAL REQUESTED BUDGET $1,981,658 **TOTAL BUDGET - $1,907,013**

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.940.9435.000	Auditing Service	36,315	39,000	36,636	36,636	39,000	39,000	39,000	39,000
01.940.9440.000	Town Solicitor	122,053	120,600	63,150	108,000	120,600	120,600	120,600	120,600
01.940.9445.000	Special Service/Legal	14,665	80,000	8,800	15,000	80,000	80,000	80,000	80,000
01.940.9445.001	Special Services Legal/NIT	-	-	4,044	7,000	-	-	-	-
01.940.9450.000	Miscellaneous Legal	34,604	60,000	144,155	160,000	60,000	60,000	100,000	100,000
01.940.9455.000	Unfunded Legal Obligation	-	-	-	-	-	-		100,000
	Total	**207,637**	**299,600**	**256,785**	**326,636**	**299,600**	**299,600**	**339,600**	**439,600**
01.950.9550.000	Town Insurance	173,920	233,000	182,319	185,000	233,000	233,000	200,000	200,000
01.950.9550.001	Detail Reimb Workers Comp	(849)	-	(164)	(164)	-	-	-	-
01.950.9550.004	Workers Comp-Dispatchers	(43)	-	(33)	(33)	-	-	-	-
	Total	**173,028**	**233,000**	**182,123**	**184,803**	**233,000**	**233,000**	**200,000**	**200,000**
01.960.5015.000	FEMA Wages	116	-	-		-	-	-	-
01.960.5025.000	FEMA OT Wages	1,948	-	-		-	-	-	-
01.960.9625.000	Council Contingency Fund	6,883	10,000	4,222	6,000	10,000	10,000	10,000	10,000
01.960.9625.001	Contingency for 27th pay period	-	-	-		-	-	111,110	111,110
01.960.9625.002	Contingency for pay increases	-	-	-		-	-	60,808	60,808
01.960.9625.003	Contingency for longevity increases	-	-	-		-	-	9,594	9,594
01.960.9625.004	Contingency for FICA							11,770	11,770
01.960.9625.005	Contingency for RIERS							30,300	30,300
01.960.9630.000	Judgments & Damages	13,340	-	-		-	-	-	-
	Total	**22,288**	**10,000**	**4,222**	**6,000**	**10,000**	**10,000**	**233,582**	**233,582**

SUPPLEMENTAL INFORMATION
FY2011 – 2012

940 - PROFESSIONAL SERVICES:

940-9435 – AUDITING SERVICE - $39,000
Estimated cost for preparation of annual audit and side fund trial balances for fiscal year ending June 30, 2012. The annual fee is based on the annual cost for FY2011. Additional costs incurred during the audit is estimated based on historical costs. Sealed bids will be solicited for the Fiscal years ending 2012, 2013 and 2014.

940-9440 – TOWN SOLICITORS - $120,600
Legal services required by the Town in the normal course of business:

Town Solicitor Peter Ruggiero (per contract effective 12/8/08)	$55,200	Town Council, Planning
Town Solicitor Robert E. Craven (per contract effective 12/8/08)	$40,800	Probate, Prosecution, Zoning
Asst. Solicitor Joseph Larisa (per contract effective 12/8/08)	$24,600	Narragansett Indian Tribe
	$120,600	

940-9945 – SPECIAL LEGAL SERVICES $80,000
Legal services rendered by the Solicitor or special counsel authorized on a case-by-case basis by the Town Council related to litigation.

940-9450 – MISCELLANEOUS LEGAL COSTS - $60,000 **BUDGET AMOUNT - $ 100,000**
Premiums for insurance coverage per Union and Municipal Management Agreements.

Labor Matters
Arbitration Costs
Transcriptions
Stenographers
RI Manager's Retainer of Labor Counsel

940-9455 – UNFUNDED LEGAL OBLIGATION - $ 0 **BUDGET AMOUNT - $ 100,000**

TOTAL REQUESTED BUDGET $299,600 **TOTAL BUDGET - $ 439,600**

950 - TOWN INSURANCE:

950-9550 – TOWN INSURANCE - $235,000 **BUDGET AMOUNT - $ 200,000**

Premiums for property, liability and worker's compensation coverage. Liability insurance maintained at $5 million for budget year 2012.

TOTAL REQUESTED BUDGET $235,000 **TOTAL BUDGET - $ 200,000**

9600 – COUNCIL CONTINGENCY:

960-9625 – TOWN COUNCIL CONTINGENCY - $10,000

Funds set aside for emergencies and items not budgeted. Money expended with Town Council approval. Level funded with prior year.

960-9625 – CONTINGENCY FOR 27TH PAY PERIOD - $ 0 **BUDGET AMOUNT - $ 111,110**

960-9625 – CONTINGENCY FOR PAY INCREASES - $ 0 **BUDGET AMOUNT - $ 60,808**

960-9625 – CONTINGENCY FOR LONGEVITY INCREASES - $ 0 **BUDGET AMOUNT - $ 9,594**

960-9625 – CONTINGENCY FOR FICA INCREASES - $ 0 **BUDGET AMOUNT - $ 11,770**

960-9625 – CONTINGENCY FOR RIERS INCREASES - $ 0 **BUDGET AMOUNT - $ 30,300**

TOTAL REQUESTED BUDGET $10,000 **TOTAL BUDGET - $ 233,582**

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.990.9901.000	Police Cruisers	74,258	48,250	48,250	48,250	55,000	51,000	51,000	51,000
01.990.9902.000	Police Admin Car	-	-	-		20,000	-	20,000	20,000
01.990.9903.000	Police Tazer w/Training & Software	-	-	-		10,000	-	-	-
01.990.9904.000	Police Bullet Proof Vests	-	-	-		7,000	-	-	-
01.990.9905.000	Police Pick-Up	-	11,000	6,904	6,904	-	-	-	-
01.990.9906.000	Police Repeater	-	10,000	-	10,000	-	-	-	-
01.990.9907.000	Police Emergency Lighting	-	16,500	954	16,500	-	-	-	-
01.990.9913.000	DPW Backhoe Loader	-	-	-		18,509	-	130,000	130,000
01.990.9914.000	DPW Klondike Rd Improvements	-	-	-		87,000	87,000	87,000	87,000
01.990.9915.000	DPW Storage Container Ninigret & Landfill	-	-	-		3,100	3,100	-	-
01.990.9916.000	DPW Heavy Duty Dump/Plow L/P11	-	27,000	17,836	17,836	-	-	-	-
01.990.9917.000	REC Deer Tick Reduction	-	-	-		4,000	4,000	-	-
01.990.9918.000	REC Cash Registers & Connectivity	-	-	-		15,000	15,000	15,000	15,000
01.990.9919.000	REC Tracking Software	-	-	-		26,500	-	-	-
01.990.9921.000	REC Tennis Court Screens	-	-	-		1,280	1,280	-	-
01.990.9922.000	Rec Tennis & Basketball Court Resurfacing	-	-	-		8,000	4,000	4,000	4,000
01.990.9923.000	REC Skating Rink Hardware & Liner	-	-	-		1,280	1,280	-	-
01.990.9926.000	REC Seasonal Storage Structure	-	-	-		1,000	-	-	-
01.990.9927.000	ACO Furnace Replacement	5,000	-	-		-	-	-	-
01.990.9928.000	ACO Facilities Improvements	5,633	-	-		-	-	-	-
01.990.9929.000	ACO Washer & Dryer	-	7,500	7,500	7,500	-	-	-	-
01.990.9930.000	ACO Quarantine Building	-	-	-		35,000	-	-	-
01.990.9932.000	DPW Blue Shutters/ Town Beach Maint	-	-	-		10,000	-	-	-
01.990.9933.000	DPW I-Beams Replacement CRCC	-	-	-		9,064	9,064	9,064	9,064
01.990.9934.000	Mosquito Magnet Traps	-	1,280	1,100	1,100	700	700	-	-
01.990.9935.000	DPW Storage Building - Ninigret	-	-	-		16,000	16,000	-	-
01.990.9940.000	DPW Old Ninigret Tennis Ct Reconstruction	-	-	-		204,750	-	-	-
01.990.9946.000	Town Hall Boiler Replacement	-	-	-		22,000	-	-	-
01.990.9950.000	Ninigret & Parks Development	-	-	-		28,600	-	-	-
01.990.9953.000	Assessor - Email Archiver	-	-	-		8,700	8,700	-	-
01.990.9956.000	REC Beach Tech Machine	-	-	-		96,500	96,500	-	-
01.990.9957.000	DPW Landfill Assessment Monitoring	-	-	-		12,000	-	-	-
01.990.9959.000	REC Sit Down Mowing Machine	-	-	-		5,000	-	-	-
01.990.9960.000	Ambulance					175,000	175,000	37,500	37,500
01.990.9961.000	DPW Asphalt Resurfacing	-	140,000	-	140,000	109,260	109,260	140,000	140,000
01.990.9964.000	DPW Dump Truck With Plow (5 Yr L/P)	20,000	-	-		14,070	-	70,350	70,350
01.990.9986.000	Rain/wind protection for pavillion	-	5,000	1,115	5,000	-	-	-	-
01.990.9996.000	REC Pulchaski Field Repair & Renovation	-	5,000	-	5,000	-	-	-	-
	Total	**104,891**	**271,530**	**83,659**	**258,090**	**1,004,313**	**581,884**	**563,914**	**563,914**

SUPPLEMENTAL INFORMATION
FY2011 - 2012

990 – CAPITAL IMPROVEMENTS:

990-9901 – POLICE CRUISERS (2) $55,000 — BUDGET AMOUNT - $ 51,000
Cost to purchase and equip two new police vehicles.

990-9902 – POLICE ADMINISTRATION CAR $20,000
Cost to purchase a new car for police administration use.

990-9903– POLICE TAZERS WITH TRAINING AND SOFTWARE $10,000 — BUDGET AMOUNT - $ 0
Cost to equip the police department with three (3) tazers. This includes the necessary software, supplies and training for all officers.

990-9904– POLICE BULLET PROOF VEST $7,000 — BUDGET AMOUNT - $ 0
Cost to equip police officers with vest.

990-9913 - DPW BACKHOE LOADER (7YR L/P) $18,509 — BUDGET AMOUNT - $ 130,000
Estimated annual cost to lease a backhoe/loader for 7 years. This would replace a 12 year old John Deere backhoe. The total cost is $140,390 and would have a trade in value of $17,000.

990-9914– DPW KLONDIKE ROAD IMPROVEMENT $87,000
This would fund a Class A survey and drainage engineering option for approximately 2 miles of highway.

990-9915– DPW STORAGE CONTAINERS FOR NINIGRET & LANDFILL $3,100 — BUDGET AMOUNT - $ 0
Cost of 40 x 8 temporary storage containers in lieu of permanent buildings.

990-9917– REC DEER TICK REDUCTION $4,000 — BUDGET AMOUNT - $ 0

990-9918– REC CASH REGISTERS & CONNECTIVITY $15,000
This project includes a proposal of hardware, software, electrical improvements and connectivity to address the management and accountability of daily collection issues at both beaches.

990 – CAPITAL IMPROVEMENTS (cont'd):

990-9919 – REC TRACKING SOFTWARE $26,500 BUDGET AMOUNT - $ 0

Cost of recreational software to improve online presence, register recreational users more efficiently, secure volunteers more readily and to track those volunteers and their efforts. System would provide the capacity to collect monies effectively thus providing more accountability and increasing program participation.

990-9921 – REC TENNIS COURT SCREENS $1,280 BUDGET AMOUNT - $ 0

Replacement of worn tennis court screens

990-9922 – REC TENNIS & BASKETBALL COURT RESURFACING & LINING $8,000 BUDGET AMOUNT - $ 4,000

Purchase of resurfacing and lining paint for the older set of tennis and basketball courts. This would be completed in house by Parks Department seasonal help. Five hundred six gallons of paint are necessary.

990-9923 – REC SKATING RINK SUPPORT SUPPLIES HARDWARE AND LINER $1,280 BUDGET AMOUNT - $ 0

990-9926 – REC STORAGE STRUCTURE ON SKIDS FOR TOWN BEACH $1,000 BUDGET AMOUNT - $ 0

This structure would be temporary and only in place seasonally. It would hold lifeguard gear, flags and items being stored away from the beaches. It would improve efficiency and safety.

990-9930 – ACO QUARANTINE BUILDING $35,000 BUDGET AMOUNT - $ 0

request is for dog and cat quarantine area which is necessary for the safety of staff and animals for state-required quarantines. Quarantines are usually from 10 days to 6 months. This area would be available to Hopkinton and Richmond for a set fee.

990-9932 - DPW BLUE SHUTTERS REPAIRS & MAINTENANCE $10,000 BUDGET AMOUNT - $ 0

Funding for repairs to the ageing structure: water, plumbing, carpentry and painting.

990-9933 - DPW REPLACMENT OF I-BEAMS FOR CRSS SCALE $9,064

This purchase will re-build the structural elements necessary for the continued operation of the scale at CSRR. This is necessary to apportion cost-per-ton of waste.

SUPPLEMENTAL INFORMATION
FY2011 – 2012

990 – CAPITAL IMPROVEMENTS (cont'd):

990-9934 - DPW MOSQUITO MAGNET TRAP $700 BUDGET AMOUNT - $ 0

This purchase will reduce the mosquito nuisance for the area of placement. Cost includes mosquito magnet trap and set-up cost.

990-9935 – DPW STORAGE BUILDING AT NINIGRET PARK $16,000 BUDGET AMOUNT - $ 0

This purchase will provide an 80' x 80' storage building with 4 -13' wide electric opening overhead doors.
This will provide funding for development at Ninigret Park as specifically identified and approved by the Town Council.

990-9940 – DPW OLD NINIGRET TENNIS COURTS RECONSTRUCTION $204,750 BUDGET AMOUNT - $ 0

This will address the structural deficiencies present in the original 4 tennis courts. The existing court asphalt and original base would be full-depth recycled to a depth of 18". This will remove the stresses in the court foundation and minimize cracking in the future

990-9946 – DPW TOWN HALL BOILER REPLACEMENT $22,000 BUDGET AMOUNT - $ 0

The present boiler, which is 25 years old, is cracked and a patch has been placed which at this time prevents failure. The boiler supplies all heat and hot water for the town Hall.

990-9950 – DPW NINGRET AND PARKS DEVELOPMENT $28,600 BUDGET AMOUNT - $ 0

This element will fund development at Ninigret Park as specifically identified and approved by the Town Council.

990-9953 – ASSESSOR EMAIL ARCHIVER $8,700 BUDGET AMOUNT - $ 0

Cost to acquire, install, configure and one-year maintenance for Email Archiver appliance attachment to Town Hall Computer Network for email preservation.

990-9956 – REC BEACH TECH MARINA MACHINE $96,500 BUDGET AMOUNT - $ 0

Machine is designed to ensure clean beaches. This remove litter, excrements, medical waste, seaweed and rocks. The machine would shovel, rake and sift the sand with an automatic dumping feature.

990-9957 – DPW LANDFILL ASSESSMENT MONITORING $12,000 BUDGET AMOUNT - $ 0

SUPPLEMENTAL INFORMATION
FY2011 – 2012

990 – CAPITAL IMPROVEMENTS (cont'd):

990-9959 – REC SIT DOWN MOWING MACHINE $5,000 — **BUDGET AMOUNT - $ 0**
This would augment the DPW services.

990-9960 – AMBULANCE $175,000 — **BUDGET AMOUNT - $ 37,500**

990-9961 – DPW ASPHALT RESURFACING $109,260 — **BUDGET AMUNT - $ 140,000**
These funds will be used to overlay approximately one mile of Town road with bituminous concrete as part of a seven-year continuing program.

990-9964 – DPW DUMP TRUCK WITH ONE TON BODY AND PLOW (5YR L/P) $14,070 — **BUDGET AMOUNT - $ 70,350**
Cost to lease purchase a small 4-wheel drive dump truck to replace a 2003 tuck with 112,500 miles. Plow truck for subdivision used daily in Highway Dept and Parks and Grounds

TOTAL REQUESTED BUDGET $1,004,313 — **TOTAL BUDGET - $ 563,914**

TOWN OF CHARLESTOWN
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY11 Adopted	FY11 Acutal as of 2/28/2011	FY11 Estimated as of 6/30/11	FY2012 Dept Request	FY12 Town Admin	FY12 Bud Comm	FY12 Town Council
01.995.8920.000	Transfer In - Educational Planning Fund	(14,933)	-	-		-	-	-	-
01.995.8930.000	Transfer In - Landfill Closure Fund	(24,021)	-	-		-	-	-	-
01.995.8940.000	Transfer In - Impact Fees	(123,201)	-	-		-	-	-	-
01.995.8945.000	Transfer In - Police Bike Unit Training	(95)	-	-		-	-	-	-
01.995.9810.000	Transfer In -Ocean Ridge Rd	(892)	-	-		-	-	-	-
01.995.9915.000	Revaluation	25,000	50,000	50,000	50,000	50,000	50,000	40,000	40,000
01.995.9920.000	CRCC Closure Reserve	11,000	-	-		-	-	-	-
01.995.9930.000	Land Acquisition & Improvement	7,315	-	-		-	-	-	-
01.995.9935.000	Geographical Info System Project	743	-	-		-	-	-	-
01.995.9960.000	CRCC Enterprise Transfer	25,000	25,000	25,000	25,000	25,000	25,000	15,000	15,000
01.995.9965.000	Employee Severance Benefit	75,000	75,000	75,000	75,000	75,000	75,000	100,000	100,000
01.995.9983.000	Facility Maint Spec Account	12,500	12,500	12,500	12,500	12,500	12,500		
01.995.9985.000	Transfer to Pond & Beach Preservation	-	150,000	150,000	150,000	150,000	150,000	150,000	150,000
01.995.9989.000	Transfer Out - Tennis Court Construction	28,314	-	-		-	-	-	-
01.995.9990.000	Health Care Rsv Fund (OPEB's)	300,000	385,000	385,000	385,000	346,000	346,000	346,000	346,000
01.995.9992.000	Buckeye Brook Phase II	-	-	-		650,849	650,849	650,849	650,849
01.995.9993.000	Transfer to Green Hill/Beach Road	-	-	(59)		-	-	-	-
01.995.9995.000	Transfer to Buckeye Brook	576,208	-	-		-	-	-	-
01.995.9998.000	Old Coach Road	-	-	-		257,864	257,864	257,864	257,864
01.995.9999.000	Town Capital Maintenance Fund	12,500	12,500	12,500	12,500	12,500	12,500	20,000	20,000
	Total	**910,439**	**710,000**	**709,941**	**710,000**	**1,579,713**	**1,579,713**	**1,579,713**	**1,579,713**
	Grand Total Expenditures	**22,846,359**	**23,882,471**	**14,641,610**	**23,902,393**	**26,198,897**	**25,614,912**	**25,503,847**	**25,604,847**

SUPPLEMENTAL INFORMATION
FY2010 - 2012

995 -TRANSFERS OUT:

995-9915 - TAX ASSESSOR - REVALUATION $50,000 **BUDGET AMOUNT - $ 40,000**

Funds used to complete full town-wide and statistical revaluations. Funds set aside annually to spread the cost over a number of years. Fund balance at 06/30/10 at $209,589.

995-9960 – CRCC SUBSIDY $25,000 **BUDGET AMOUNT - $ 15,000**

Transfer to offset operating expenditures and capital improvements at the collection center. This account is level funded.

995-9965 – EMPLOYEE SEVERANCE BENEFIT FUND $75,000 **BUDGET AMOUNT - $ 100,000**

Funds set-aside in a non-lapsing, non-transferable reserve account to be utilized when employees retire to offset costs of accumulated vacation, sick, and personal time per recommendation of auditors. Level funded with the prior year. Fund balance at 06/30/10 at $120,515.

995-9983 - FACILITIES MAINTENANCE SPECIAL ACCOUNT $12,500 **BUDGET AMOUNT - $ 0**

Funds for facility repairs such as roofing, etc. Fund balance at 06/30/10 at $49,534.

995-9985 – Pond & Beach Preservation $150,000

Funds to support projects that will improve the water quality of the three coastal salt ponds. Fund balance at 06/30/10 at $150,000.

995-9990 – HEALTH CARE RESERVE FUND $346,000

Funding of other post-employment benefit liability for retiree healthcare estimated as of 7/1/10 at $4.947 million. Fund balance at 06/30/10 at $830,649.

995 -TRANSFERS OUT (cont'd):

995-9992 - DPW BUCKEYE BROOK IMPROVEMENTS, Phase II – $650,849
Transfer funds paid for Buckeye Brook Road, Phase II improvements that were completed FY10. Town Council decided not to bond the project.

995-9993 – Old Coach Road – $257,864
Transfer funds paid for Old Coach Road improvements that were completed FY10. Town Council decided not to bond the project.

995-9999 – TOWN CAPITAL MAINTENANCE FUND $12,500 **BUDGET AMOUNT - $ 20,000**
Funds for town-wide capital maintenance, projects and renovations. Fund balance at 06/30/10 at $34,794.

TOTAL REQUESTED BUDGET $1,579,713 **TOTAL BUDGET - $ 1,579,713**

TOWN OF CHARLESTOWN
CRCC PROPOSED BUDGET
FISCAL YEAR 2011-2012

Account	Description	FY10 Audited	FY2011 Adopted	FY2011 Acutal	FY 2012 Dept Request	FY 2012 Town Admin	FY 2012 Budget Comm
05.000.3520.000	Interest Income	386.28	500.00	246.54	1,000.00	500.00	500.00
05.000.3530.000	Bag Tag Revenue	51,970.00	60,000.00	30,480.00	60,000.00	60,000.00	60,000.00
05.000.3540.000	General CRCC Revenue	88,379.51	80,000.00	39,746.82	80,000.00	80,000.00	90,000.00
05.000.3543.000	Recyclable Revenue	12,157.35	14,252.00	4,821.18	12,278.00	14,163.00	14,163.00
05.000.3550.000	Unclassified Revenue	3,867.54	-	10.59	-	-	-
05.000.3555.000	State Grant Revenue	-	-	-	-	-	-
05.000.3560.000	General Fund Subsidy	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	15,000.00
05.000.3565.000	CRCC Permits	32,750.00	35,000.00	18,480.00	36,000.00	37,000.00	37,000.00
	Total Revenue	**214,510.68**	**214,752.00**	**118,785.13**	**214,278.00**	**216,663.00**	**216,663.00**

CHARLESTOWN RESIDENTIAL COLLECTION CENTER (CRCC)
SUPPLEMENTAL INFORMATION
FY2011-2012

NOTE: THIS FACILITY OPERATES AS AN ENTERPRISE FUND

REVENUES:

3520 – INTEREST INCOME $1,000 **BUDGET AMOUNT - $ 500**
Interest income earned on average daily checking and investment account balances.

3530 – BAG TAG REVENUE $60,000
Revenue derived from the sale of bags tags estimated at 30,000 bag tags at $2.00 each.

3540 – GENERAL CRCC REVENUE $80,000 **BUDGET AMOUNT - $ 90,000**
Income realized from the disposal of white goods and demolition materials at the CRCC.

3543 – CRCC RECYCLABLE REVENUE $12,278 **BUDGET AMOUNT - $ 14,163**
Income realized from recyclable material deposited at the CRCC.

3560 – GENERAL FUND SUBSIDY $25,000 **BUDGET AMOUNT - $ 15,000**
Subsidy from the General Fund used to offset the costs of recycling and general operations. Any net income earned in this enterprise fund is specifically targeted to reduce the existing debt originated from net losses incurred in prior years.

3565 – CRCC PERMITS $36,000 **BUDGET AMOUNT - $ 37,000**
Revenue derived from the sale of annual CRCC entry stickers estimated at 1,800 stickers at $20.00 each.

REQUESTED REVENUE $ 214,278 **BUDGETED REVENUE $ 216,663**

TOWN OF CHARLESTOWN
CRCC PROPOSED BUDGET
FISCAL YEAR 2011-2012

Account	Description	FY10 Audited	FY2011 Adopted	FY2011 Acutal	FY 2012 Dept Request	FY 2012 Town Admin	FY 2012 Budget Comm
05.000.4985.000	Bank Charges	29.97	-	59.94	-	-	-
05.000.5010.000	CRCC Wages	49,782.67	53,226.00	30,443.99	49,783.00	49,783.00	49,783.00
05.000.5010.001	CRCC Non-Pension Wages	469.34	-	644.12	-	-	-
05.000.5010.003	DPW CRCC Wages	277.17	-	138.58	-	-	-
05.000.5010.004	CRCC Longevity Wages	3,451.83	-	2,140.45	3,653.00	3,653.00	3,653.00
05.000.5010.006	DPW CRCC Longevity	-	-	13.86	-	-	-
05.000.5015.000	CRCC Seasonal Wages	7,182.00	10,800.00	7,566.00	10,800.00	10,800.00	10,800.00
05.000.5025.000	CRCC Overtime Wages	-	2,000.00	608.42	2,000.00	2,000.00	2,000.00
05.000.5025.003	DPW CRCC OT Wages	2,280.51	-	-	-	-	-
05.000.6020.000	Operating Supplies	2,794.43	3,400.00	1,477.18	3,500.00	3,500.00	3,500.00
05.000.6020.001	Water, Landfill	107.06	-	59.54	-	-	-
05.000.6040.000	Maintenance & Repairs	6,738.07	7,200.00	6,962.63	7,200.00	7,200.00	7,200.00
05.000.6045.000	Uniforms, Boots, Safety Items	965.12	1,250.00	729.22	1,250.00	1,250.00	1,250.00
05.000.6045.001	Lnd Boot Allowance 200/Yr	239.47	400.00	-	-	-	-
05.000.6046.000	Utilities	13,634.78	13,000.00	9,986.59	13,000.00	13,000.00	13,000.00
05.000.6050.000	CRCC Licensing	1,000.00	3,000.00	-	3,000.00	3,000.00	3,000.00
05.000.6055.000	Waste Management	41,677.80	44,500.00	24,577.93	44,500.00	44,500.00	44,500.00
05.000.6060.000	Waste Management Recycle	22,141.80	17,500.00	11,439.00	17,500.00	17,500.00	17,500.00
05.000.6075.000	Tools & Equipment	1,046.61	800.00	15.79	800.00	800.00	800.00
05.000.9010.000	Interest - Capital Leases	776.37	384.00	-	-	177.00	177.00
05.000.9205.000	FICA Tax	4,634.75	5,250.00	3,024.20	5,250.00	5,250.00	5,250.00
05.000.9210.000	Health Insurance	19,057.32	20,000.00	12,671.05	20,000.00	22,000.00	22,000.00
05.000.9210.001	Health Deductions Payroll	(2,858.61)	-	(2,005.08)	-	-	-
05.000.9215.000	Dental Insurance	1,740.96	1,900.00	1,015.56	1,900.00	1,900.00	1,900.00
05.000.9220.000	Life Insurance	358.80	377.00	269.10	377.00	385.00	385.00
05.000.9225.000	Employer Pension Contr (RIERS)	5,772.02	5,400.00	3,270.25	5,400.00	5,600.00	5,600.00
05.000.9950.000	Waste Compactor 5YR LP	-	4,835.00	5,180.75	4,835.00	4,835.00	4,835.00
05.000.9952.000	Roll Off Container 5YR LP	-	1,930.00	2,067.63	1,930.00	1,930.00	1,930.00
05.000.9996.000	Workers Comp Insurance	1,592.12	2,600.00	1,050.35	2,600.00	2,600.00	2,600.00
05.000.9999.000	Depreciation	14,881.65	15,000.00	-	15,000.00	15,000.00	15,000.00
	Total Expenditures	**199,774.01**	**214,752.00**	**123,407.05**	**214,278.00**	**216,663.00**	**216,663.00**
	Profit or (Loss)	**14,736.67**	**-**	**(4,621.92)**	**-**	**-**	**-**

CHARLESTOWN RESIDENTIAL COLLECTION CENTER (CRCC)
SUPPLEMENTAL INFORMATION
FY2011-2012

EXPENDITURES:

5005 – WAGES $53,436

Wage rates and longevity amounts are based on the anticipated Teamsters Local 251 Collective Bargaining Agreement. Wages are currently provided for 4 days of CRCC operation: Monday, Thursday, Friday and Saturday.

	2011-2012					
	Wage	Longevity Amount	Longevity Years	Medical Stipend	Shift Differential	Total
Landfill Foreman (50% B&G, 50% CRCC)	21,878	2,188	32	-	-	$ 24,066
Landfill Operator (20% B&G, 80% CRCC)	27,905	1,465	11	-	-	$ 29,370
						$ 53,436

5015 – SEASONAL WAGES $10,800

Seasonal full-time employee at $14.00/hour for 24 weeks ($10,752); or two (2) half-time seasonal employees funded at $13.00/hour.

5025 – OVERTIME WAGES $2,000

Level funded with the prior year.

6020 – OPERATING SUPPLIES $3,500

Fuel, lubricating oil, grease, etc.

CHARLESTOWN RESIDENTIAL COLLECTION CENTER (CRCC)
SUPPLEMENTAL INFORMATION
FY2011-2012

EXPENDITURES (cont'd)

6040 – MAINTENANCE & REPAIRS $7,200
Funds to repair and maintain compactors, general repairs and miscellaneous tools.

6045 – UNIFORMS, BOOTS & SAFETY ITEMS $1,250
Uniforms, boots and other supplies for employees per their labor contract.

6046 – UTILITIES $13,000
Telephone, heat and lights for the CRCC.

6050 – CRCC LICENSING – $3,000
This account provides funds for the Licensing renewal of the transfer station/collection station and for the Leaf and Yard Waste Composting Facility License renewal. Renewals are due every 3 years (due June 2012).

6055 – WASTE MANAGEMENT $44,500
Cost to haul and dispose of municipal waste at the RIRRC landfill in Johnston, RI. Low bid haul costs increased to $165/haul in 2010. The current low bid is $165/haul, plus $32/ton disposal fee at the Central Landfill. The 2011 contracted haul cost is $170/haul, plus $32/ton disposal fee.

6060 – WASTE MANAGEMENT RECYCLING $17,500
Cost to haul recyclables to Johnston, RI estimated at 100 hauls at $170 per haul. Disposal of recyclables is presently available at no cost per RIRRC contract.

6075 – TOOLS & EQUIPMENT $800
Small miscellaneous tools needed for CRCC operations.

CHARLESTOWN RESIDENTIAL COLLECTION CENTER (CRCC)
SUPPLEMENTAL INFORMATION
FY2011-2012

EXPENDITURES (cont'd)

9010 – CAPITAL LEASE INTEREST $ 0 — **BUDGET AMOUNT - $ 177**

9205 – FICA TAX $5,250
7.65% of proposed payroll.

9210 – HEALTH INSURANCE $20,000 — **BUDGET AMOUNT - $ 22,000**
50% of premiums for Foreman and 80% of premiums for Operator.

9215 – DENTAL INSURANCE $1,900
50% of premiums for Foreman and 80% of premiums for Operator.

9220 – LIFE INSURANCE $377 — **BUDGET AMOUNT - $ 385**
50% of premium for Foreman and 80% of premium for Operator.

9225 – EMPLOYEE RETIREMENT $5,400 — **BUDGET AMOUNT - $ 5,600**

50% of ER contribution for Foreman and 80% of ER contribution for Operator.

9950 – WASTE COMPACTOR (capital improvement) $4,835
Cost to lease/purchase a waste compactor as a replacement for one of the present units. (Purchased in 2008-09 cycle). Total estimated lease expense is $26,969 ($24k principal + $3k interest) over 5 years.

9952 – ROLL-OFF CONTAINER (capital improvement) $1,930
Cost to lease purchase a 50 cubic yard roll-off container used to store and haul waste. Total estimated lease expense is $7,325 ($6.6k principal + $700 interest) over 5 years.

CHARLESTOWN RESIDENTIAL COLLECTION CENTER (CRCC)
SUPPLEMENTAL INFORMATION
FY2011-2012

EXPENDITURES (cont'd)

9996 – WORKERS COMPENSATION INSURANCE $2,600
Calculated at 4.33% of total straight-time wages plus 2/3 of overtime wages.

9997 – DEPRECIATION $15,000
Based fixed asset database projection for depreciation.

REQUESTED EXPENDITURES $214,278

BUDGETED EXPENDITURES $ 216,663

TOWN OF CHARLESTOWN
COASTAL PONDS PROPOSED BUDGET
FISCAL YEAR 2011 - 2012

Account	Description	FY10 Audited	FY2011 Adopted	FY2011 Acutal	FY2012 Department Request	FY2012 Town Admin	FY2012 Budget Comm	FY2012 Town Coucil
06.000.3520.000	Interest On Checking	12.55	-	4.18	-	-	-	-
06.000.3535.000	Mooring Revenue	41,700.00	54,000	50,450.00	54,000	54,000	54,000	54,000
06.000.3536.000	Interest Income	282.09	1,500	174.90	300	300	300	300
06.000.3540.000	Retained Earnings Transfer	-	-	-	2,473	2,473	2,473	2,473
06.000.3550.000	Miscellaneous Revenue	460.00	-	380.00	-	-	-	-
	Total Revenue	42,454.64	55,500	51,009.08	56,773	56,773	56,773	56,773
06.000.5015.000	Harbor Master Wages	27,914.85	33,365	19,780.40	34,685	34,685	34,685	34,685
06.000.5025.000	Harbor Master Overtime Wages	-	216	-	216	216	216	216
06.000.6005.000	Training	45.00	-	-	-	-	-	-
06.000.6015.000	Dues & Subscriptions	-	200	-	200	200	200	200
06.000.6020.000	Operating Supplies	4,587.25	3,823	3,043.46	3,855	3,855	3,855	3,855
06.000.6040.000	Maintenance & Repairs	2,244.06	2,000	1,798.35	2,500	2,500	2,500	2,500
06.000.6042.000	Boat Repair				2,000	2,000	2,000	2,000
06.000.6050.000	Professional Development	-	-	425.00	-	-	-	-
06.000.6070.000	Travel Expense	651.36	1,588	582.08	1,517	1,517	1,517	1,517
06.000.6075.000	Tools & Equipment	3,251.27	3,000	4,594.75	7,000	7,000	7,000	7,000
06.000.8600.000	Transfer to Fund Balance	-	6,943	-	-	-	-	-
06.000.9205.000	FICA Tax	2,135.48	4,365	1,513.20	2,700	2,700	2,700	2,700
06.000.9996.000	Worker's Compensation Ins	1,009.74	-	716.04	1,100	1,100	1,100	1,100
06.000.9999.000	Depreciation Expense	963.00	-	-	1,000	1,000	1,000	1,000
	Total Expenditures	42,802.01	55,500	32,453.28	56,773	56,773	56,773	56,773
	Net Profit or (Loss)	(347.37)	-	18,555.80	-	-	-	-

Coastal Ponds Management Budget Proposal
Proposed FY 11-12

Acct#				
	Income			
3535	Mooring Fees	$54,000.00		
3536	Interest Income	$1,500.00		**BUDGET AMOUNT - $ 300**
3540	Retained Earnings Transfer	$1,010.00		**BUDGET AMOUNT - $ 2,473**
	Total Income	$56,510.00		**TOTAL BUDGET - $ 56,773**
	Expenses			
5015	Seasonal Wages	$34,685.00		
5025	Overtime Wages/Holidays	$216.00		
6015	Dues & Subscriptions	$200.00		
6020	Operating Supplies	$3,855.00		
6040	Maint and Repair	$2,500.00		
6042	Boat Improvements	$2,000.00	New	Canvas Enclosure, Re-finish Hull of Whaler, Removable Hoisting Davit with winch, Tow Post
6070	Travel	$1,517.00		
6075	Tools and Equipment	$1,500.00		
	Signage and Mapping	$1,000.00		
	Rescue Equipment	$1,500.00	New	Rescue Line Launcher for use at end of Breachway for use in emergency rescue.
	Navigational Aids	$3,000.00	New	Addition of floating channel marker and regulatory buoys in Ninigret, and Quonnie Ponds. Restoration of existing regulatory buoys.
9025	Payrol Tax & Insurance	$4,537.00		**BUDGET AMOUNT - $ 4,800**
	Total Expenses	$56,510.00		**TOTAL BUDGET - $ 56,773**