TOWN OF CHARLESTOWN

Fiscal Year 2014-2015

TOWN COUNCIL APPROVED BUDGET
ADOPTED JUNE 2, 2014
BY BALLOT REFERENDUM

Town Council Members

Thomas Gentz, Town Council President
Paula Andersen, Town Council Vice President
Daniel Slattery, Councilperson
Lisa DiBello, Councilperson
George Tremblay, Councilperson

Budget Commission Members

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

Ex-officio Members

Daniel Slattery, Town Council Vice-President
Mark S. Stankiewicz, Town Administrator
Patricia M. Anderson, Town Treasurer

FISCAL YEAR 2014-2015 BUDGET INDEX

INTRODUCTION & EXHIBITS

		Department comparison to Prior Year	Page 1

GENERAL FUND REVENUES

		Revenue Summary	Page 2
310	-	Tax Revenue	Page 3
320	-	Intergovernmental Revenue	Page 3
330	-	Public Record Revenue	Page 3
340	-	Department Revenue	Page 4
350	-	Miscellaneous Revenue	Page 4

GENERAL FUND EXPENDITURES

		Expenditure Summary	Page 5
410	-	Town Council	Page 6
420	-	Town Administrator	Page 6
430	-	Election Unit	Page 6
440	-	Treasurer	Page 6
450	-	Tax Assessor	Page 7
455	-	GIS	Page 7
460	-	Tax Collector	Page 8
470	-	Public Records	Page 8
480	-	Town Planner	Page 9
490	-	Central Services	Page 9
510	-	Police Department	Page 10 - 11
520	-	Building Inspector	Page 12
530	-	CEMA	Page 12
540	-	Animal Control	Page 12
560	-	Public Assistance	Page 13
570	-	Municipal Court	Page 13
610	-	DPW Administration	Page 13
620	-	DPW Highway & Roads	Page 14
630	-	DPW Building & Grounds	Page 14
640	-	CRCC Mandated Monitoring	Page 14
660	-	DPW Waste Water Management	Page 15
720	-	Outside Agencies	Page 15
730	-	Local Agencies	Page 15
740	-	Boards & Commissions	Page 16
780	-	Chariho Education	Page 16
800	-	Senior Center/Community Center	Page 16
810	-	Recreation Administration	Page 17
815	-	Recreation Programs	Page 17
820	-	Charlestown Beach	Page 18
830	-	Ninigret Park	Page 18
850	-	Blue Shutters Beach	Page 18
900	-	Debt Service	Page 19
920	-	Employee Benefits	Page 19
940	-	Professional Services	Page 20
950	-	Town Insurance	Page 20
960	-	Council Contingency	Page 20
990	-	Capital Improvements	Page 21
995	-	Transfers Out	Page 22

ENTERPRISE FUNDS

640	-	Residential Collection Center	Page 23
650	-	Coastal Pond	Page 24

TOWN OF CHARLESTOWN

Account Number	Department	FY2014 Approved Budget	FY2015 Requested Amount	Budget Commission Recommended	$ Change from Prior Year Budget	% Change from Prior Year Budget	Town Council Recommended
410	Town Council	24,450	30,350	28,350	3,900	16.0%	28,350
420	Town Administrator	168,579	171,997	174,397	5,818	3.5%	174,397
430	Board of Canvassers	10,000	18,179	18,179	8,179	81.8%	18,179
440	Treasurer	180,682	189,243	189,243	8,561	4.7%	189,243
450	Tax Assessor	146,312	148,854	148,954	2,642	1.8%	148,954
455	GIS	75,396	81,339	91,839	16,443	21.8%	91,839
460	Tax Collector	107,124	111,411	111,411	4,287	4.0%	111,411
470	Town Clerk	196,853	219,438	219,438	22,585	11.5%	219,438
480	Town Planner	117,958	113,647	118,765	807	0.7%	118,765
490	Central Services	240,200	274,100	275,100	34,900	14.5%	275,100
510	Police Department	2,320,291	2,415,757	2,401,868	81,577	3.5%	2,401,868
520	Building Inspector	166,063	171,251	171,251	5,188	3.1%	171,251
530	CEMA	57,255	63,693	60,748	3,493	6.1%	60,748
540	Animal Control	84,907	91,007	91,007	6,100	7.2%	91,007
560	Public Assistance	13,100	13,100	13,100	-	0.0%	13,100
570	Municipal Court	6,800	10,400	6,800	-	0.0%	6,800
610	DPW Administration	137,544	140,380	140,430	2,886	2.1%	140,430
620	DPW Highway & Roads	1,015,760	1,103,256	1,103,256	87,496	8.6%	1,103,256
630	DPW Building & Grounds	308,201	339,364	351,394	43,193	14.0%	351,394
640	CRCC Mandated Monitoring	12,000	15,000	15,000	3,000	25.0%	15,000
660	DPW Waste Water Management	103,709	117,197	111,347	7,638	7.4%	111,347
740	Boards & Commissions	25,100	37,680	26,530	1,430	5.7%	26,530
800	Senior Center/Community Center	120,146	128,796	120,286	140	0.1%	120,286
810	Recreation Administration	140,345	204,361	142,237	1,892	1.3%	142,237
815	Recreation Programs	102,840	115,261	105,276	2,436	2.4%	105,276
820	Charlestown Beach	91,350	95,236	96,880	5,530	6.1%	96,880
830	Ninigret Park	31,682	39,037	35,469	3,787	12.0%	35,469
850	Blue Shutters Beach	77,600	83,855	85,050	7,450	9.6%	85,050
900	Debt Service	3,558,942	720,868	754,015	(2,804,927)	-78.8%	754,015
920	Employee Benefits	1,934,300	2,118,795	2,072,320	138,020	7.1%	2,072,320
940	Professional Services	340,600	345,600	340,600	-	0.0%	340,600
950	Town Insurance	200,733	205,000	205,000	4,267	2.1%	205,000
960	Council Contingency	15,000	15,000	19,000	4,000	26.7%	19,000
990	Capital Improvements	397,436	1,097,881	803,578	406,142	102.2%	803,578
995	Transfers Out	1,782,500	854,400	1,079,400	(703,100)	-39.4%	1,079,400
Subtotal Department Budgets		14,311,758	11,900,733	11,727,518	(2,584,240)	-23.6%	11,727,518
720	Outside Agencies	19,500	22,212	20,750	2,550	14.0%	20,750
730	Local Agencies	381,550	387,960	386,460	7,910	2.1%	386,460
Subtotal Outside Agencies		401,050	410,172	407,210	10,460	2.6%	407,210
Total Municipal Budget		14,712,808	12,310,905	12,134,728	(2,573,780)	-22.7%	12,134,728
780	Chariho School	14,645,357	14,645,357	14,351,417	14,645,357	102.6%	14,351,417
Total School Budget		14,645,357	14,645,357	14,351,417	14,645,357	102.6%	14,351,417
Grand Total Municipal & School		29,358,165	26,956,262	26,486,145	12,071,577	47.1%	26,486,145

TOWN OF CHARLESTOWN

FISCAL YEAR 2014-2015

Description	FY2013 Audited	FY2014 Adopted Budget	FY2014 Actual as of 12/31/2013	FY2015 Dept. Request	Town Admin	Budget Comm	Town Council
Taxes	22,432,072	22,702,264	12,984,115	23,586,322	23,330,256	23,197,455	23,197,455
State Aid	1,979,589	2,299,588	758,851	2,011,288	2,011,288	2,055,318	2,055,318
Licenses and Fees	353,334	362,000	214,073	348,500	348,500	343,500	343,500
Departmental Revenue	649,308	700,085	522,248	689,752	728,752	731,472	731,472
Other	843,386	3,294,228	20,628	308,400	358,400	158,400	158,400
Total	26,257,690	29,358,165	14,499,916	26,944,262	26,777,196	26,486,145	26,486,145

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.310.3100.000	Taxes - Current Year	$ 21,707,555.92	$ 22,232,364	$12,813,183.59	23,109,656	22,853,590	22,650,789	22,650,789
01.310.3110.000	Taxes - Prior Year	494,895.91	300,000	100,183.26	350,000	350,000	390,000	390,000
01.310.3115.000	Interest Prior Yr Tax	222,954.64	145,000	70,748.59	120,000	120,000	150,000	150,000
01.310.3120.000	DEM Refuge Revenue (In Lieu of Tax)	6,666.00	24,900	-	6,666	6,666	6,666	6,666
		22,432,072.47	**22,702,264**	**12,984,115.44**	**23,586,322**	**23,330,256**	**23,197,455**	**23,197,455**
01.320.3220.000	State Parking Fees	22,915.20	20,000	-	23,000	23,000	23,000	23,000
01.320.3225.000	Beverage/Meals Tax	105,813.61	112,647	73,889.70	115,000	115,000	117,928	117,928
01.320.3235.000	State Aid Education	1,694,669.00	1,716,895	648,318.00	1,716,895	1,716,895	1,716,895	1,716,895
01.320.3240.000	Motor Vehicle Tax (In Lieu Phase Out)	39,047.10	40,195	20,097.54	40,195	40,195	42,696	42,696
01.320.3245.000	Public Service Corp. Tax	98,380.72	94,198	-	94,198	94,198	98,381	98,381
01.320.3250.000	Hotel Tax	18,762.95	21,163	16,545.97	22,000	22,000	19,158	19,158
01.320.3252.000	Federal Reimbursement - FEMA	-	-	-	-	-	-	-
01.320.3270.000	Incentive Aid	-	74,519	-	-	-	37,260	37,260
01.320.3275.000	Local Road Programs	-	219,971	-	-	-	-	-
		1,979,588.58	**2,299,588**	**758,851.21**	**2,011,288**	**2,011,288**	**2,055,318**	**2,055,318**
01.330.3310.000	Business Licenses	20,305.00	22,000	17,445.00	25,000	25,000	20,000	20,000
01.330.3320.000	Non-Business License	4,807.00	5,000	2,816.00	5,500	5,500	5,500	5,500
01.330.3330.000	Probate Fees	17,435.77	15,000	6,201.23	13,000	13,000	13,000	13,000
01.330.3340.000	Transfer Stamps	171,782.38	180,000	123,562.70	180,000	180,000	180,000	180,000
01.330.3350.000	Recording Fees	139,003.82	140,000	64,048.27	125,000	125,000	125,000	125,000
		353,333.97	**362,000**	**214,073.20**	**348,500**	**348,500**	**343,500**	**343,500**

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.340.3300.000	Tax Certificates	13,775.00	15,000	5,050.00	9,000	9,000	9,000	9,000
01.340.3405.000	Building Inspections	136,355.23	175,000	97,889.65	175,000	175,000	175,000	175,000
01.340.3415.000	Zoning Board	3,450.00	5,000	2,200.00	5,000	5,000	4,000	4,000
01.340.3420.000	Planning Fees	2,200.00	2,500	3,655.00	3,000	3,000	4,000	4,000
01.340.3425.000	Animal Control	7,474.00	3,500	2,042.00	3,500	3,500	3,500	3,500
01.340.3430.000	Police Department	14,149.28	28,000	11,957.02	15,000	15,000	18,000	18,000
01.340.3431.000	Police Vehicle Reimbursement	-	-	-	40,000	40,000	40,000	40,000
01.340.3435.000	Town Beach Parking	124,185.25	130,000	107,062.85	105,000	120,000	120,000	120,000
01.340.3436.000	Beach Passes	86,878.38	75,000	74,607.27	75,000	85,000	85,000	85,000
01.340.3440.000	Recreation	57,363.82	64,285	59,551.47	77,950	77,950	77,950	77,950
01.340.3445.000	Ninigret Park	5,415.00	4,000	1,417.00	4,000	4,000	7,000	7,000
01.340.3445.001	Ninigret Gate House Rent	6,000.00	6,000	5,500.00	6,000	6,000	6,000	6,000
01.340.3450.000	Assessment/GIS Revenue	-	-	-	-	-	-	-
01.340.3451.000	Blue Shutters Concession	4,504.00	6,000	2,000.00	2,000	2,000	2,000	2,000
01.340.3455.000	Blue Shutters Parking	164,849.94	150,000	135,540.00	136,000	150,000	150,000	150,000
01.340.3460.000	Town Beach Concession	4,504.00	6,000	6,006.00	6,000	6,000	6,000	6,000
01.340.3461.000	Senior Center After Hour Rental	690.00	1,000	510.00	2,175	2,175	2,175	2,175
01.340.3462.000	Senior Daily Lunch Program	-	-	(674.00)	-	-	-	-
01.340.3465.000	Senior/Community Center	3,847.00	3,800	-	3,847	3,847	3,847	3,847
01.340.3466.000	Senior Center Programs	13,667.50	25,000	7,933.75	21,280	21,280	18,000	18,000
		649,308.40	**700,085**	**522,248.01**	**689,752**	**728,752**	**731,472**	**731,472**
01.350.3515.000	Interest On Investments	10,307.30	11,000	2,481.17	5,000	5,000	5,000	5,000
01.350.3530.000	General Fund Balance Transfer	754,143.00	160,000	-	150,000	200,000	-	-
01.350.3535.000	Retire Police Station Debt	-	2,807,728	-	-	-	-	-
01.350.3540.000	General Fund Transfer	-	226,500	-	64,400	64,400	64,400	64,400
01.350.3546.000	Impact Fee Revenue	-	50,000	-	50,000	50,000	50,000	50,000
01.350.3548.000	Anticipated Grant - CEMA	-	10,000	-	10,000	10,000	10,000	10,000
01.350.3550.000	Unclassified Revenue	54,514.36	4,000	2,844.34	4,000	4,000	4,000	4,000
01.350.3750.000	Municipal Court General Revenue	24,421.60	25,000	15,302.47	25,000	25,000	25,000	25,000
		843,386.26	**3,294,228**	**20,627.98**	**308,400**	**358,400**	**158,400**	**158,400**
	Total	**$ 26,257,689.68**	**29,358,165**	**$ 14,499,915.84**	**26,944,262**	**26,777,196**	**26,486,145**	**26,486,145**

TOWN OF CHARLESTOWN

FISCAL YEAR 2014-2015

Description	FY2013 Audited	FY2014 Adopted Budget	FY2014 Actual as of 12/31/2013	FY2015 Dept. Request	Town Admin	Budget Comm	Town Council
Town Council	26,846	24,450	11,464	30,350	30,950	28,350	28,350
Town Administrator	115,398	168,579	83,956	171,997	171,997	174,397	174,397
Board of Canvassers	21,418	10,000	476	18,179	18,179	18,179	18,179
Treasurer	179,968	180,682	89,722	189,243	189,243	189,243	189,243
Tax Assessor	126,852	146,312	72,599	148,854	148,954	148,954	148,954
GIS	70,210	75,396	36,440	81,339	93,039	91,839	91,839
Tax Collector	102,752	107,124	52,902	111,411	111,411	111,411	111,411
Town Clerk	186,765	196,853	106,347	219,438	219,438	219,438	219,438
Town Planner	109,469	117,958	68,656	113,647	118,765	118,765	118,765
Central Services	241,368	240,200	112,347	274,100	275,600	275,100	275,100
Police Department	2,257,833	2,320,291	1,119,097	2,415,757	2,409,068	2,401,868	2,401,868
Building Inspector	149,200	166,063	81,917	171,251	174,210	171,251	171,251
CEMA	20,505	57,255	17,725	63,693	63,693	60,748	60,748
Animal Control	80,415	84,907	42,730	91,007	91,007	91,007	91,007
Public Assistance	13,687	13,100	5,687	13,100	13,100	13,100	13,100
Municipal Court	7,001	6,800	3,408	10,400	10,400	6,800	6,800
DPW Administration	124,900	137,544	68,823	140,380	140,933	140,430	140,430
DPW Highway & Roads	654,682	1,015,760	547,692	1,103,256	1,103,256	1,103,256	1,103,256
DPW Building & Grounds	264,232	308,201	122,124	339,364	339,364	351,394	351,394
CRCC Mandated Monitoring	17,164	12,000	-	15,000	15,000	15,000	15,000
Waste Water Management	96,825	103,709	47,574	117,197	117,197	111,347	111,347
Outside Agencies	19,500	19,500	19,500	22,212	22,212	20,750	20,750
Local Agencies	382,550	381,550	381,550	387,960	387,960	386,460	386,460
Boards and Commissions	22,606	25,100	10,389	37,680	38,180	26,530	26,530
Chariho Regional School District	14,894,812	14,645,357	6,736,864	14,645,357	14,351,417	14,351,417	14,351,417
Senior Center	85,783	120,146	48,691	128,796	128,796	120,286	120,286
Recreation Administration	134,250	140,345	73,500	204,361	188,437	142,237	142,237
Recreation Programs	70,388	102,840	63,647	115,261	115,261	105,276	105,276
Charlestown Beach	76,707	91,350	64,397	95,236	95,236	96,880	96,880
Ninigret Park	30,082	31,682	22,805	39,037	39,037	35,469	35,469
Blue Shutters Beach	68,589	77,600	54,950	83,855	84,855	85,050	85,050
Debt Service	515,537	3,558,942	3,208,190	720,868	720,868	754,015	754,015
Employee Benefits	1,864,691	1,934,300	912,020	2,118,795	2,118,795	2,072,320	2,072,320
Professional Services	315,559	340,600	113,982	345,600	345,600	340,600	340,600
Town Insurance	181,657	200,733	199,710	205,000	205,000	205,000	205,000
Council Contingency	9,219	15,000	36,184	15,000	15,000	19,000	19,000
Capital Improvements	470,207	397,436	139,299	1,097,881	1,136,338	803,578	803,578
Transfers Out	1,345,034	1,782,500	1,760,632	854,400	929,400	1,079,400	1,079,400
Total	25,354,661	29,358,165	16,537,996	26,956,262	26,777,196	26,486,145	26,486,145

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.410.5005.000	Town Council Salaries	13,000.00	13,000	6,500.00	13,000	13,000	13,000	13,000
01.410.5015.000	Town Sergeant Wages	2,955.90	2,500	1,835.26	7,000	7,600	5,000	5,000
01.410.6015.000	Dues & Subscriptions	3,388.96	3,150	3,129.00	3,150	3,150	3,150	3,150
01.410.6020.000	Operating Supplies	72.43	200	-	200	200	200	200
01.410.6060.000	Printing & Binding	7,429.00	5,000	-	7,000	7,000	7,000	7,000
01.410.6090.000	Video Taping	-	600	-	-	-	-	-
		26,846.29	**24,450**	**11,464.26**	**30,350**	**30,950**	**28,350**	**28,350**
01.420.5005.000	Town Administrator Salary	59,742.33	110,000	55,000.01	112,200	112,200	112,200	112,200
01.420.5010.000	Town Admin Secretary Salary	45,607.41	46,520	23,150.18	47,450	47,450	47,450	47,450
01.420.5010.002	Town Admin Secretary-Longevity	2,280.43	2,559	1,389.01	2,847	2,847	2,847	2,847
01.420.5020.000	Town Admin Vehicle Stipend	1,800.00	4,800	2,400.06	4,800	4,800	7,200	7,200
01.420.6015.000	Dues & Subscriptions	547.96	1,100	1,123.35	1,100	1,100	1,100	1,100
01.420.6020.000	Operating Supplies	1,111.08	1,000	299.15	1,000	1,000	1,000	1,000
01.420.6050.000	Professional Development	1,288.93	2,500	594.00	2,500	2,500	2,500	2,500
01.420.6070.000	Travel Expense	3,019.80	100	-	100	100	100	100
		115,397.94	**168,579**	**83,955.76**	**171,997**	**171,997**	**174,397**	**174,397**
01.430.5005.000	Board of Canvassers Wages	9,570.75	3,950	476.09	5,000	5,000	5,000	5,000
01.430.6020.000	Operating Supplies	1,790.15	700	-	1,400	1,400	1,400	1,400
01.430.6035.000	Miscellaneous	2,996.03	1,000	-	2,729	2,729	2,729	2,729
01.430.6095.000	Poll Worker Stipends	7,061.00	4,350	-	9,050	9,050	9,050	9,050
		21,417.93	**10,000**	**476.09**	**18,179**	**18,179**	**18,179**	**18,179**
01.440.5005.000	Treasurer Salary	79,320.65	78,803	40,917.02	80,379	80,379	80,379	80,379
01.440.5005.002	Treasurer Longevity	-	-	-	2,009	2,009	2,009	2,009
01.440.5010.000	Treasurer Wages	72,779.72	74,600	37,299.60	76,464	76,464	76,464	76,464
01.440.5010.003	Treasurer's Emp Longevity	4,002.96	4,849	2,424.50	5,161	5,161	5,161	5,161
01.440.5025.000	Treasurer Overtime Wages	334.09	250	39.45	250	250	250	250
01.440.6015.000	Dues & Subscriptions	80.00	380	-	380	380	380	380
01.440.6020.000	Operating Supplies	2,558.04	2,500	1,180.85	2,800	2,800	2,800	2,800
01.440.6050.000	Professional Development	656.50	1,000	25.00	1,000	1,000	1,000	1,000
01.440.6065.000	Purchased Services	19,894.14	18,000	7,680.13	20,500	20,500	20,500	20,500
01.440.6070.000	Travel Expense	72.34	100	55.71	100	100	100	100
01.440.6075.000	Tools/Equipment	269.47	200	99.99	200	200	200	200
		179,967.91	**180,682**	**89,722.25**	**189,243**	**189,243**	**189,243**	**189,243**

SUPPLEMENTAL INFORMATION
FY 2014 - 2015

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 - $5,000

Town Sergeant - $5,000
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 $11.10 per hour.

410-6015 - DUES, MEETINGS & SUBSCRIPTIONS - $3,150

League of Cities & Towns Dues	$3,150

410-6020 - OPERATING SUPPLIES - $200

Miscellaneous stationary supplies	$ 200

410-6060 - PRINTING - $7,000
Average cost of one Pipeline issue estimated at $3,500. Budget should support at least 2 issues per year. Pricing for this is from the Westerly Sun:

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

TOTAL REQUESTED BUDGET - $28,350

SUPPLEMENTAL INFORMATION
FY 2014 – 2015

420 - TOWN ADMINISTRATOR:

420-5005 - SALARY - $112,200
Current Salary - $110,000

420-5010 - WAGES - $47,450
2014 Salary - $46,520 2015 Salary - $47,450

420-5010 - LONGEVITY - $2,847
2014 Longevity – $2,559 2015 Longevity - $2,847

420-5020 – TOWN ADMINISTRATOR AUTOMOBILE STIPEND - $7,200
Car stipend in lieu of a Town vehicle, $400 a month.

420-6015 - DUES & SUBSCRIPTIONS - $1,100
Rhode Island Manager's Association fees and management journals, etc.

420-6020 – OPERATING SUPPLIES - $1,000
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 $174,397

SUPPLEMENTAL INFORMATION
FY 2014 - 2015

430 – ELECTION UNIT:

430-5005 - SALARIES - $5,000
Charter-required three member Board of Canvassers. Chairperson: $14.00 per hour; 2 Members: $11.00 per hour.

430-6020 - OPERATING SUPPLIES - $1,400
Supplies unique to the operation of Board of Canvassers, including use of ballot machine and printing of ballots and poll books for the Chariho 2015 District Referendum in April, (may be reimbursed by Chariho), the June 2015 local Financial Town Referendum ($700), and other supplies that will be needed for the State Elections: September 2014 Primary and the November 2014 General Election. Amount also includes office supplies needed by the Board.

430-6035 – MISCELLANEOUS – $2,729
Dinner for pollworkers, Police Detail for the 2 State Elections:

State Elections: Morning refreshments: $125 in September, $125 in November = $250
Dinner for Pollworkers, Canvassers, Police: $350 in September, $350 in November - $700
Police Detail: 13 hrs @ $27/hr x 2 Officers = $702 each State Election = $1404

April Chariho DFR – Morning refreshments and dinner: $125

June FTR – Morning refreshments and dinner: $125

Special Referendum (if needed) - Morning refreshments and dinner: $125

430-6075 – TOOLS AND EQUIPMENT - $0

SUPPLEMENTAL INFORMATION
FY 2014 - 2015

430 – ELECTION UNIT:

430-6095 - STIPENDS - $9,050

Election worker wages for the following:

September 2014 Primary: 4 polling locations	8 Moderators/Clerks at $150 = $1,200 20 Supervisors at $125 = $2,500
November 2014 General Election: 4 polling locations	8 Moderators/Clerks at $150 = $1,200 20 Supervisors at $125 = $2,500
April 2015 Chariho District Financial Referendum: 1 poll	2 Moderators/Clerks at $150 = $300 2 Supervisors at $125 = $250
June 2015 Financial Town Referendum: 1 polling location	2 Moderators/Clerks at $150 = $300 2 Supervisors at $125 = $250
Special Referendum (if needed): 1 polling location	2 Moderators/Clerks at $150 = $300 2 Supervisors at $125 = $250

TOTAL REQUESTED BUDGET $ 18,179

SUPPLEMENTAL INFORMATION
FY2014 – 2015

440 – TOWN TREASURER:

440-5005 – SALARY	**$82,388**			
Treasurer	Current Salary:	$78,803	2015 Salary:	$80,379
	Longevity:	$0	Longevity:	$ 2,009
440-5010 – WAGES	**$76,464**			
Treasurer's Assistant	Current Salary:	$37,300	2014 Salary:	$38,232
Treasurer's Assistant	Current Salary:	$37,300	2014 Salary:	$38,232
440-5010 – Longevity	**$5,161**			
Treasurer's Assistant	Current Longevity:	$ 3,700	Longevity:	$ 3,823
Treasurer's Assistant	Current Longevity:	$ 1,119	Longevity:	$ 1,338

440-5025 – OVERTIME $ 250

440-6015 – DUES & SUBSCRIPTIONS - $380

RIGFOA	60
Misc. Dues & Subscriptions	320

440 – TOWN TREASURER – (cont'd):

440-6020 – OPERATING SUPPLIES - $2,800

This expense covers the following items:

- Laser checks for payables
- Regular and window envelopes
- Printer cartridges
- Folders – storage boxes, etc.
- Four part purchase order/vouchers
- 1099 forms for non-corporate vendors
- Miscellaneous sized binders for record keeping and budget commission
- Miscellaneous office supplies (pens, pencils, paper, etc.)

440-6050 – PROFESSIONAL DEVELOPMENT - $1,000

Fees for conferences, seminars, training and continuing professional education (CPE) Annual New England Government Finance Officers Association.

440-6065 – PURCHASED SERVICES - $20,500

The average cost for ADP's payroll service is currently $1,550 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 and accrued leave calculations.

440 – TOWN TREASURER – (cont'd):

440-6070 – TRAVEL - $100

Business related travel for Treasurer and staff.

440-6075 – TOOLS & EQUIPMENT - $200

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

TOTAL REQUESTED BUDGET $189,243

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.450.5005.000	Tax Assessor Salary	78,892.27	78,803	41,068.56	80,379	80,379	80,379	80,379
01.450.5005.002	Tax Assessor Longevity	7,725.87	7,880	3,940.17	8,038	8,038	8,038	8,038
01.450.5010.000	Tax Assessor Wages	37,649.57	35,719	17,859.79	36,612	36,612	36,612	36,612
01.450.5015.000	Tax Assessor Part-Time Wages	-	17,500	8,620.00	17,850	17,850	17,850	17,850
01.450.5025.000	Tax Assessor Overtime Wages	395.40	-	-	-	-	-	-
01.450.6015.000	Dues & Subscriptions	736.27	1,875	270.44	1,875	1,875	1,875	1,875
01.450.6020.000	Operating Supplies	342.03	1,300	380.23	1,200	1,200	1,200	1,200
01.450.6050.000	Professional Development	235.00	1,850	-	2,100	2,100	2,100	2,100
01.450.6055.000	Professional Services	-	500	-	500	500	500	500
01.450.6060.000	Printing & Binding	468.00	485	460.00	-	-	-	-
01.450.6070.000	Travel Expense	176.52	100	-	-	100	100	100
01.450.6075.000	Tools/Equipment	230.48	300	-	300	300	300	300
		126,851.41	**146,312**	**72,599.19**	**148,854**	**148,954**	**148,954**	**148,954**
01.455.5005.000	GIS Salary	64,545.52	65,837	34,228.61	67,153	67,153	67,153	67,153
01.455.5005.002	GIS Longevity	1,936.44	2,304	1,152.19	2,686	2,686	2,686	2,686
01.455.5018.000	Intern	-	-	-	-	11,700	10,500	10,500
01.455.6015.000	Dues & Subscriptions	267.00	200	-	200	200	200	200
01.455.6020.000	Operating Supplies	560.27	2,255	1,058.58	3,000	3,000	3,000	3,000
01.455.6050.000	Professional Development	1,410.38	1,200	-	1,200	1,200	1,200	1,200
01.455.6055.000	Professional Services	1,062.00	3,500	-	2,500	2,500	2,500	2,500
01.455.6070.000	Travel Expense	-	100	-	100	100	100	100
01.455.6075.000	Tools/Equipment	428.34	-	-	4,500	4,500	4,500	4,500
		70,209.95	**75,396**	**36,439.38**	**81,339**	**93,039**	**91,839**	**91,839**

SUPPLEMENTAL INFORMATION
FY2014-2015

450 - TAX ASSESSOR:

450-5005 SALARY - $ 88,417

Current Salary -		$	86,683.00	CPMA grade 6D + Longevity
New Fiscal Year Salary -		$	80,379.20	CPMA Grade 6D
Longevity -			8,037.92	24 years employment - 10%
	Total	$	88,417.12	

450-5010 WAGES - $ 36,612

Assessor's Clerk

Current Salary -		$	35,719.00	
New Fiscal Year Salary -		$	36,612.37	Teamster Position Grade
Longevity -			0.00	3 years employment
	Total	$	36,612.37	

450-5015 PART-TIME WAGES - $17,850

Assessor's Part-time Clerk

Current Salary -		$	17,500.00	
New Fiscal Year Salary -		$	17,850.00	Part-time Position - 19.5 hours/wk with 2% wage increase equal to Teamster Contract
	Total	$	17,850.00	

450-5025 OVERTIME WAGES - $ 0

450 - TAX ASSESSOR (cont'd):

450-6015 - DUES & SUBSCRIPTIONS - $ 1,875

NADA Price Guides	$145
IAAO membership	$175
RIAAO membership	$35
Marshall Swift Residentlal Cost	$1,125
NRAAO membership	$35
RI Vehicle Value	$150
	$1,875

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 these procedures into the property assessment environment.

450-6020 OPERATING SUPPLIES - $1,200

Printer Toner	$550
General Office Supplies	600
Repairs & Maintenance	50
	$1,200

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 - $ 2,100

VISION Software Training and Annual User Group Conference $ 600

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.

Local or National Assessing Officers Conference $1,000

Various Assessment Organizations (IAAO, NRAAO, RIAAO, MAAO, CAAO) offer local or national seminar and conferences for continuing education of assessment practices. These educational sessions extend from one to three days. This request includes the cost of the educational session, overnight accommodations and travel.

Various Assessment training classes – Assessor & Clerical Staff $ 500

450-6055 - PROFESSIONAL SERVICES - $ 500

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

450-6060 PRINTING & BINDING - $ 0

~~Cost for printing tax books~~. (The Town Clerk's Office is the only office that requires a printed copy of the Tax Assessment Tax Rolls.)

SUPPLEMENTAL INFORMATION
FY2014-2015

450 - TAX ASSESSOR (cont'd):

450-6070 TRAVEL EXPENSES - $ 100

~~Travel costs for meetings, educations sessions and property inspections when not using a Town vehicle~~. (I have a Town vehicle assigned to my office so this previous expense appears unnecessary.)

450-6075 SMALL TOOLS & EQUIPMENT - $ 300

Replacement Measuring Devices	$ 50
Replacement Camera/Supplies	250

TOTAL REQUESTED BUDGET $ 148,954

SUPPLEMENTAL INFORMATION
FY2014 – 2015

455 - GIS:

455-5005 SALARY - $69,839

New Fiscal Year Salary -	$	67,153.15	CPMA Grade 4D
Longevity -		2,686.13	8 years employment - 4%
Total	$	69,839.28	

455.5005.002 – GIS INTERN - $10,500
To be shared with Wastewater

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 - $ 3,000

Plotter Paper Rolls 24", 36" & 42"	$ 600
Plotter Ink HP T1100	$ 600
Plotter Ink HP DJ5500	$ 800
Repairs & Maintenance	$ 500
GPS and Survey Equipment	$ 500

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

SUPPLEMENTAL INFORMATION
FY2014 – 2015

455-6050 PROFESSIONAL DEVELOPMENT $ 1,200

North East ARC Users Group Meeting (NEARC) $ 1,200

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.

455-6055 PROFESSIONAL SERVICE $2,500

Web-GIS upgrades and enhansments	$ 2,000
GIS requested software enhancements	$ 500

455-6070 TRAVEL EXPENSES $100

Travel Expenses	$ 100

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

450-6075 SMALL TOOLS & EQUIPMENT - $4,500

Measuring Devices	$ 100
Camera/Supplies	$ 300
Equipment associated with coastal pond monitoring (purchase of tide gauges to establish mean sea level and establish a tide chart for public use on web GIS)	$ 4,000
Misc. Office Equipment	$ 100

TOTAL REQUESTED BUDGET $ 91,839

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.460.5005.000	Tax Collector Salary	57,764.31	57,699	30,070.16	58,853	58,853	58,853	58,853
01.460.5005.002	Tax Collector Longevity	5,656.81	5,770	2,884.96	5,885	5,885	5,885	5,885
01.460.5010.000	Tax Collector Wages	34,848.32	35,719	17,859.79	36,612	36,612	36,612	36,612
01.460.5010.003	Tax Collector Emp Longevity	2,787.98	3,036	1,518.14	3,661	3,661	3,661	3,661
01.460.6015.000	Dues & Subscriptions	-	100	-	100	100	100	100
01.460.6020.000	Operating Supplies	744.10	3,500	42.64	5,000	5,000	5,000	5,000
01.460.6050.000	Professional Development	950.68	1,000	526.53	1,000	1,000	1,000	1,000
01.460.6070.000	Travel Expense	-	200	-	200	200	200	200
01.460.6075.000	Tools/Equipment	-	100	-	100	100	100	100
		102,752.20	**107,124**	**52,902.22**	**111,411**	**111,411**	**111,411**	**111,411**
01.470.5005.000	Town Clerk Salary	62,841.32	65,836	33,424.65	67,153	67,153	67,153	67,153
01.470.5005.002	Town Clerk Longevity	3,380.74	3,950	1,926.86	4,365	4,365	4,365	4,365
01.470.5010.000	Town Clerk Wages	81,973.04	80,018	39,409.06	116,016	116,016	116,016	116,016
01.470.5010.003	Town Clerk Emp. Longevity	6,635.72	7,002	3,500.77	7,382	7,382	7,382	7,382
01.470.5015.000	Town Clerk Part-time Wages	1,707.10	17,500	13,694.46	-	-	-	-
01.470.5025.000	Town Clerk Overtime Wages	8,502.67	2,000	253.91	2,000	2,000	2,000	2,000
01.470.6015.000	Dues & Subscriptions	815.41	612	3,298.00	587	587	587	587
01.470.6020.000	Operating Supplies	1,175.10	1,500	1,218.53	1,500	1,500	1,500	1,500
01.470.6050.000	Professional Development	1,532.24	2,085	392.96	2,085	2,085	2,085	2,085
01.470.6060.000	Printing & Binding	564.65	900	-	900	900	900	900
01.470.6065.000	Purchased Services	17,627.99	15,000	9,068.59	15,000	15,000	15,000	15,000
01.470.6075.000	Tools/Equipment	8.49	450	158.94	2,450	2,450	2,450	2,450
		186,764.47	**196,853**	**106,346.73**	**219,438**	**219,438**	**219,438**	**219,438**

SUPPLEMENTAL INFORMATION
FY 2014 – 2015

460 - TAX COLLECTOR:

460-5005 - SALARY - $64,738

Tax Collector -	Current Salary -	$57,699
	2015 Salary -	$58,853
	Longevity -	$ 5,885 (Original DOH 8/22/90, FT 7/1/1992)

460-5010 - WAGES - $40,273

Tax Collector's Clerk	Current Salary -	$35,719
	2015 Salary -	$36,612
	Longevity -	$ 3,661 (DOH 12/18/96)

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

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 - $5,000

The $1,500 increase will allow for the printing of the tax bills. We have operated this account at a loss for the past 2 years due to the State Exemption on Motor Vehicle decrease which in turn increased the volume of Tax Bills. This account is also used to purchase paper for delinquent notices, general office supplies such as letterhead, business cards, folders, storage materials, envelopes, calculator and computer supplies (paper, toner cartridges, adding machine rolls and ribbon).

SUPPLEMENTAL INFORMATION
FY 2014 – 2015

460 - TAX COLLECTOR (cont'd):

460-6050 – PROFESSIONAL DEVELOPMENT - $1,000
Annual NE Regional Tax Collectors & Treasurers Association Conference, request includes travel expenses to the 26th Annual Conference which will be held in North Conway, New Hampshire. The site varies in an effort to attract more participants. The conference fees include lodging and meals. The dates are in September, early to mid September.

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 (letter opener, etc.) needed by this department.

TOTAL REQUESTED BUDGET $111,411

SUPPLEMENTAL INFORMATION
FY2014 - 2015

470 - PUBLIC RECORDS

470-5005 - SALARY - $71,518

FY 2014-2015 Base Salary -	$67,153	(grade 4C)
Longevity -	$ 4,365	(12 yrs employment)
Total	$71,518	

470-5010 - WAGES - $123,398

Deputy Town Clerk

FY 2014-2015 Base Salary -	$41,009	
Longevity -	$ 4,101	(20 yrs employment?)
Total -	$45,110	

Deputy Town Clerk

FY 2014-2015 Base Salary -	$41,009	
Longevity -	$ 3,281	(16 yrs employment)
Total -	$44,290	

Town Clerk Clerk

FY 2014-2015 Base Salary	$33,998

470-5015 – PART TIME WAGES - $0

Request submitted for the previous part-time position to be elevated to a full time position.

470-5025 - OVERTIME WAGES - $2,000

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 (We will be holding a minimum of 1 Statewide and 2 Local Elections during this fiscal year.)

SUPPLEMENTAL INFORMATION
FY2013 - 2014

470-6015 – DUES/SUBSCRIPTIONS - $587
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 - $247

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.

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 - $2,085
Attendance at quarterly Town Clerk meetings and education seminars - both are required for education credit for certification for the Town Clerk as a Master Municipal Clerk. $1000 is earmarked for the Town Clerk's attendance at the New England Institute for Municipal Clerks to attain her certification as an MMC. This is a multi-year program during the month of July. $635 is earmarked for the New England City and Town Clerk's Association Annual Conference to be held in November 2015. ($200 – registration, $250 – hotel, $125 mileage, $60 stipend)

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.

470-6075 - TOOLS AND EQUIPMENT - $ 2,450
Roller shelving for vault to accommodate 72 additional land evidence books in preparation for the next five years - $2000. Miscellaneous office equipment upgrades and/or repairs.

TOTAL REQUESTED BUDGET: $219,438

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.480.5005.000	Town Planner Salary	70,262.10	70,275	49,004.39	66,563	71,681	71,681	71,681
01.480.5005.002	Town Planner Longevity	2,066.98	2,460	889.24	-	-	-	-
01.480.5010.000	Town Planner Wages	29,304.12	34,423	17,018.68	35,284	35,284	35,284	35,284
01.480.5010.002	Town Planner Emp Longevity	797.47	-	-	-	-	-	-
01.480.5025.000	Town Planner Overtime Wages	1,872.99	1,500	1,075.03	1,500	1,500	1,500	1,500
01.480.6015.000	Dues & Subscriptions	3,459.99	4,000	320.00	4,000	4,000	4,000	4,000
01.480.6020.000	Operating Supplies	996.96	1,200	72.48	1,200	1,200	1,200	1,200
01.480.6050.000	Professional Development	507.78	3,500	275.52	3,500	3,500	3,500	3,500
01.480.6065.000	Purchased Services	200.05	500	-	500	500	500	500
01.480.6075.000	Tools/Equipment	-	100	-	100	100	100	100
01.480.6090.000	Video Taping	-	-	-	1,000	1,000	1,000	1,000
		109,468.44	**117,958**	**68,655.34**	**113,647**	**118,765**	**118,765**	**118,765**
01.490.4920.000	Miscellaneous Supplies	8,698.72	9,000	3,422.17	8,000	8,000	8,000	8,000
01.490.4925.000	Communications	43,020.94	40,000	21,230.60	40,000	40,000	44,000	44,000
01.490.4935.000	Advertising	41,830.13	35,000	27,650.83	45,000	45,000	45,000	45,000
01.490.4945.000	Postage	13,299.36	20,000	6,179.02	15,000	15,000	13,000	13,000
01.490.4950.000	Computer Maint & Upgrades	96,873.44	86,200	38,002.62	116,100	117,600	117,600	117,600
01.490.4955.000	Pool Vehicle Maintenance	14,139.99	20,000	7,701.22	20,000	20,000	20,000	20,000
01.490.4970.000	Equipment Rental/Leases	15,292.48	18,000	4,191.06	18,000	18,000	16,000	16,000
01.490.4975.000	Equip Maint/Contracts	300.00	1,000	300.00	1,000	1,000	500	500
01.490.4980.000	Codification Update	4,726.68	8,000	2,715.71	8,000	8,000	8,000	8,000
01.490.4985.000	Bank Charges	2,938.95	2,000	953.45	2,000	2,000	2,000	2,000
01.490.6065.000	Purchase Services	247.20	1,000	-	1,000	1,000	1,000	1,000
		241,367.89	**240,200**	**112,346.68**	**274,100**	**275,600**	**275,100**	**275,100**

SUPPLEMENTAL INFORMATION
FY 2014 – 2015

480 – TOWN PLANNER:

480-5005 – SALARIES - $71,681
FY15 Salary - $71,681 (CPMA 5D)

480-5010 – WAGES - $35,284
Planning Secretary Wages:
FY15 Salary - $35,284 (3rd year of contract with 2.5% step increase on 12/17/2014)

The Planning Department Secretary serves as primary support for the Town Planner as well as Planning Commission. 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 - $1,500
The Planning Commission shall determine the number of meetings. There is a minimum of two meetings a month. The overtime requested is to cover the Planning Secretary for 24(+/-) Planning Commission regular meetings & workshop meetings. There is always the possibility that a large application or time consuming project will come before the Commission, in which case additional meeting will be required.

480-6015 DUES & SUBSCRIPTIONS - $4,000
This is to cover the cost of the American Planning Association National/Chapter/Division Dues ($400.); Professional Journals; PAS/Research Materials for department ($600)

480-6020 – OPERATING SUPPLIES - $1,200
This would cover the cost of 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.

SUPPLEMENTAL INFORMATION
FY 2014 – 2015

480 – TOWN PLANNER (cont'd):

480-6050 – PROFESSIONAL DEVELOPMENT - $3,500

Conference attendance fees and training sessions; APA quarterly professional meetings; Southern New England Planning Conference; GrowSmart training sessions, Washington County Regional Planning training sessions GrowSmart Land Use Summit and other various professional development opportunities in the New England area. An additional $2,165.00 is being requested this year. This request is being made in order for the Planning Department to have the ability to have attendance at the National American Planning Association Conferences, which are held annually. These conferences provide invaluable opportunity and information to the planner operating in a single planner department. The ability to network and gain information from other professionals is vital, as a single planner office does not have other professional planners in the office to discuss issues with and learn from. The Planning Department believes that it will be an asset to the office and the town to provide the opportunity to attend these annual conferences regularly.

480-6065 – PURCHASED SERVICES - $500

Procurement of stenographic services and consultant services for various Planning Department projects, as well as Subdivision and Land Development Projects and Comprehensive Permit applications being reviewed by the Planning Commission. Although the applicant is billed for the stenographer's appearance fee, the Planning Commission may need to purchase the transcripts created and would use funds from this account to do so.

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. The Planning Secretary needs a new office chair. The anticipated cost of that chair was added as an additional amount requested to be budgeted for the year.

480-6090 – VIDEO TAPING $,1000

TOTAL REQUESTED BUDGET $ 118,765

SUPPLEMENTAL INFORMATION
FY 2014- 2015

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 - $44,000

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 - $45,000

Expenses related to all legal advertising, job applicants, probate advertising, bid advertising, etc. Due to the recent charter amendments, the town will be required to go out to bid for services and equipment over $5,000.

490-4945 - POSTAGE - $13,000

Cost for all postage inclusive of the mailing of tax bills (includes delinquent notices).

490-4950 - COMPUTERS & MAINTENANCE - $117,600

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 2013- 2014

490 - CENTRAL SERVICES (cont'd):

Computer Hardware:	20,000
Computer Software:	5,800
Consultants:	6,500
Sub-total	32,300
Software Maintenance Agreements	85,300
Total	$117,600

490-4955 - POOL VEHICLE MAINTENANCE - $20, 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.

490 - CENTRAL SERVICES (cont'd):

490-4970 - EQUIPMENT LEASE/RENTAL - $16,000
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 - $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 - $1,000
This line item funds document shredding expense for municipal departments last done in FY2011.

TOTAL REQUESTED BUDGET $275,100

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.510.4925.000	Communications	15,096.18	13,000	6,666.21	13,000	13,000	13,000	13,000
01.510.4945.000	Postage	518.45	600	200.00	600	600	600	600
01.510.4950.000	Computer Maintenance	15,418.00	20,000	12,387.19	22,000	22,000	22,000	22,000
01.510.4970.000	Equipment Rental/Leases	3,489.00	4,800	1,100.25	4,800	4,800	4,800	4,800
01.510.4975.000	Equipment Maint/Contracts	25,279.60	37,655	26,054.78	33,755	33,755	33,755	33,755
01.510.5000.000	Police Chief Salary	66,316.41	85,393	44,338.73	87,101	87,101	87,101	87,101
01.510.5005.000	Police Salaries	1,129,447.01	1,216,599	501,681.77	1,228,400	1,228,400	1,228,400	1,228,400
01.510.5005.002	Police Longevity	70,098.77	82,112	37,851.97	82,899	82,899	82,899	82,899
01.510.5010.000	Dispatch Wages	112,841.92	168,648	75,071.32	172,020	172,020	172,020	172,020
01.510.5010.001	Police Secretary Wages	36,389.86	37,300	18,649.80	38,232	38,232	38,232	38,232
01.510.5010.002	Dispatch Non-Pension Wages	2,600.00	-	1,300.00	-	-	-	-
01.510.5010.003	Dispatcher Longevity Pay	6,594.30	8,011	3,900.00	9,676	9,676	9,676	9,676
01.510.5010.006	Police Sec Longevity Wages	3,638.96	3,730	1,864.98	3,823	3,823	3,823	3,823
01.510.5010.007	Accreditation Admin Assistant	-	12,000	2,146.88	14,000	14,000	14,000	14,000
01.510.5012.000	Police Custodians Wages	10,675.69	24,500	10,142.80	29,838	29,838	29,838	29,838
01.510.5025.000	Police Overtime Wages	222,162.43	225,000	118,098.56	210,000	210,000	210,000	210,000
01.510.5025.001	Dispatcher Overtime Wages	32,629.59	-	17,761.94	15,000	15,000	15,000	15,000
01.510.5025.002	Police Sec Overtime Wages	1,370.24	-	220.93	-	-	-	-
01.510.5030.000	Police Holiday Pay	78,204.39	67,357	47,511.18	80,776	80,776	80,776	80,776
01.510.5030.001	Dispatcher Holiday Pay	15,409.68	11,861	9,144.68	12,098	12,098	12,098	12,098
01.510.5035.000	Police Temporary Pay	160.00	-	-	-	-	-	-
01.510.5035.001	Dispatcher Temporary Pay	21,866.25	25,000	11,935.00	22,000	22,000	22,000	22,000
01.510.5040.000	Police Detail Pay	(1,361.12)	-	(5,296.50)	-	-	-	-
01.510.5040.001	Police Detail Reserves-W/Comp	55,440.00	-	9,645.75	-	-	-	-
01.510.5050.001	Police Disabled Officer IOD - FICA	69,115.02	-	35,248.59	-	-	-	-
01.510.5060.000	Police Court Time	7,519.14	-	3,363.69	-	-	-	-
01.510.5065.000	Police Education Thru Payroll	750.95	-	-	-	-	-	-

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.510.5070.000	Police Uniforms	26,875.00	29,750	13,750.00	29,750	29,750	29,750	29,750
01.510.5075.000	Police Training	748.73	12,000	210.10	12,000	12,000	12,000	12,000
01.510.6005.000	Police Training	8,311.19	-	6,251.64	-	-	-	-
01.510.6010.000	Police Tuition Reimbursement	13,325.43	24,200	-	15,200	15,200	8,000	8,000
01.510.6015.000	Dues & Subscriptions	1,961.79	2,500	406.00	2,000	2,000	2,000	2,000
01.510.6020.000	Operating Supplies	3,919.94	5,000	3,634.29	5,000	5,000	5,000	5,000
01.510.6025.000	Operating Supply/Vehicle	63,859.29	50,000	26,936.75	94,969	95,000	95,000	95,000
01.510.6040.000	Maintenance & Repairs	47,042.65	40,000	23,011.51	44,000	44,000	44,000	44,000
01.510.6045.000	Police Maintenance Supplies	1,066.24	2,500	2,713.91	2,500	2,500	2,500	2,500
01.510.6050.000	Professional Development	-	1,000	72.00	1,000	1,000	1,000	1,000
01.510.6052.000	Police Accredidation	2,000.00	1,500	2,000.00	2,000	2,000	2,000	2,000
01.510.6055.000	Professional Services	2,353.36	1,000	2,485.00	1,000	1,000	1,000	1,000
01.510.6065.000	Purchased Services	9,845.86	11,000	3,640.02	13,000	13,000	13,000	13,000
01.510.6065.006	Police Trash Removal	2,750.02	-	5,219.04	-	-	-	-
01.510.6070.000	Travel Expense	61.00	500	-	500	500	500	500
01.510.6075.000	Tools/Equipment	7,767.34	14,500	6,093.71	14,500	14,500	14,500	14,500
01.510.6165.000	Repairs & Maint - Facility	11,640.65	6,275	7,000.06	6,600	6,600	6,600	6,600
01.510.6195.000	Utilities	61,268.43	75,000	24,682.39	91,720	85,000	85,000	85,000
01.510.6199.000	Grant Wage Reimbursement	(8,634.24)	-		-	-	-	-
		2,257,833.40	**2,320,291**	**1,119,096.92**	**2,415,757**	**2,409,068**	**2,401,868**	**2,401,868**

510 POLICE DEPARTMENT:

510-4925 COMMUNICATIONS $13,000

Phone service for the police department.

510-4945 POSTAGE $ 600

Postage for department mailings.

510-4950 COMPUTER MAINTENANCE $22,000

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 $33,755

IMC	$ 14,005
Carousel Telephone	4,010
HVAC	3,950
Fire Alarm	3,250
Elevator	3,715
Digital Recorded	1,325
Cogent Livescan Fingerprints	3,500

510-5000 ADMINISTRATION **$87,101**

510-5005 Salaries **$1,311,299**

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	$75,782.28	$7,578.23	$83,360.51
Lieutenant	$75,782.28	$7,578.23	$83,360.51
Sergeant	$69,199.56	$6,919.96	$76,119.52
Sergeant	$69,199.56	$5,189.97	$74,389.53
Sergeant	$69,199.56	$4,843.97	$74,043.53
Detective	$65,370.28	$6,537.03	$71,907.31
Detective	$65,370.28	$5,229.62	$70,599.90
Detective	$65,370.28	$6,537.03	$71,907.31
Patrolman	$62,625.88	$5,323.20	$67,949.08
Patrolman	$62,625.88	$4,383.81	$67,009.69
Patrolman	$62,625.88	$4,070.68	$66,696.56
Patrolman	$62,625.88	$3,444.42	$66,070.30
Patrolman	$62,625.88	$3,131.29	$65,757.17
Patrolman	$62,625.88	$3,131.29	$65,757.17
Patrolman	$62,625.88	$2,818.16	$65,444.04
Patrolman	$61,818.84	$2,472.75	$64,291.59
Patrolman	$61,818.84	$2,163.66	$63,982.50
Patrolman	$61,818.84	$1,545.47	$63,364.31
Patrolman	$49,288.02	$0.00	$49,288.02
	$1,228,399.78	**$82,898.78**	**$1,311,298.56**

SUPPLEMENTAL INFORMATION
FY 2014-2015

510-5010 WAGES (DISPATCH AND SECRETARY) **$237,751**

	Wages	Longevity	Total
Secretary	38,232	3,823	42,055
Laborers' Union	**Wages**	**Longevity**	
Dispatcher	43,005	2,795	45,800
Dispatcher	43,005	4,301	47,305
Dispatcher	43,005	1,505	44,510
Dispatcher	43,005	1,075	44,080
	172,020	9,676	181,696
Accreditation Admin Assistant			14,0000
Total			237,751

510-5012 Custodian Wage: **$29,838**

Custodian maintenance aids currently paid $15.10/hour. .

	per hour	#of hours	26 Pays	Total
Maintenance	$15.10	38	$29,837.60	$29,837.60

510-5025 Overtime: **$225,000**

Overtime is used to cover shifts to maintain absences caused by vacations, sick leave, personal days and minimum staffing. Also covers dispatch and court required needs. The additional request is based on increase in rate of pay and the new CBA requires an extra officer on third shift.

SUPPLEMENTAL INFORMATION
FY 2014-2015

510-5030 Holiday Pay: **$92,874**

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

Police Rank	Salary	Hourly Rate	Daily Hours	Daily Rate	Holidays	Reg Holiday Rate	OT Rate	Daily Hours	Daily Rate	Holidays Work Days	OT Holiday Pay	Total Holiday Pay
Lieutenant	75,782.28	38.9314	8	311.45	4	1,245.80	58.3971	8	467.18	8	3,737.41	4,983.22
Lieutenant	75,782.28	38.9314	8	311.45	4	1,245.80	58.3971	8	467.18	8	3,737.41	4,983.22
Sergeant	69,199.56	35.5497	8	284.40	4	1,137.59	53.3245	8	426.60	8	3,412.77	4,550.36
Sergeant	69,199.56	35.5497	8	284.40	4	1,137.59	53.3245	8	426.60	8	3,412.77	4,550.36
Sergeant	69,199.56	35.5497	8	284.40	4	1,137.59	53.3245	8	426.60	8	3,412.77	4,550.36
Detective	65,370.28	33.5825	8	268.66	4	1,074.64	50.3737	8	402.99	8	3,223.92	4,298.56
Detective	65,370.28	33.5825	8	268.66	4	1,074.64	50.3737	8	402.99	8	3,223.92	4,298.56
Detective	65,370.28	33.5825	8	268.66	4	1,074.64	50.3737	8	402.99	8	3,223.92	4,298.56
Patrolman	62,625.88	32.1726	8	257.38	4	1,029.52	48.2589	8	386.07	8	3,088.57	4,118.09
Patrolman	62,625.88	32.1726	8	257.38	4	1,029.52	48.2589	8	386.07	8	3,088.57	4,118.09
Patrolman	62,625.88	32.1726	8	257.38	4	1,029.52	48.2589	8	386.07	8	3,088.57	4,118.09
Patrolman	62,625.88	32.1726	8	257.38	4	1,029.52	48.2589	8	386.07	8	3,088.57	4,118.09
Patrolman	62,625.88	32.1726	8	257.38	4	1,029.52	48.2589	8	386.07	8	3,088.57	4,118.09
Patrolman	62,625.88	32.1726	8	257.38	4	1,029.52	48.2589	8	386.07	8	3,088.57	4,118.09
Patrolman	62,625.88	32.1726	8	257.38	4	1,029.52	48.2589	8	386.07	8	3,088.57	4,118.09
Patrolman	61,818.84	31.7580	8	254.06	4	1,016.26	47.6370	8	381.10	8	3,048.77	4,065.02
Patrolman	61,818.84	31.7580	8	254.06	4	1,016.26	47.6370	8	381.10	8	3,048.77	4,065.02
Patrolman	61,818.84	31.7580	8	254.06	4	1,016.26	47.6370	8	381.10	8	3,048.77	4,065.02
Patrolman	49,288.02	25.3206	8	202.56	4	810.26	37.9809	8	303.85	8	2,430.78	3,241.03
									Police Holiday Pay			80,775.92
Dispatchers												
Dispatchers	43,005.00	23.6291	8	189.03	4	756.13	35.4437	8	283.55	8	2,268.40	3,024.53
Dispatchers	43,005.00	23.6291	8	189.03	4	756.13	35.4437	8	283.55	8	2,268.40	3,024.53
Dispatchers	43,005.00	23.6291	8	189.03	4	756.13	35.4437	8	283.55	8	2,268.40	3,024.53
Dispatchers	43,005.00	23.6291	8	189.03	4	756.13	35.4437	8	283.55	8	2,268.40	3,024.53
									Dispatchers Holiday Pay			12,098.11
									Total Holiday Pay			92,874.03

Dispatchers

510-5035 Temporary Pay **$22,000**

This account is used to pay for part-time employees, to include part-time dispatchers and reserve officers.

510-5070 Uniforms through Payroll **$29,750**

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 **$8,000**

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.

2 Graduate	$	8,000

510-6015 Dues & Subscriptions **$2,000**

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 **$95,000**

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.

Type	Per month	#of months	Price / gal	Total
Gas	1400	12	$4.00	$67,199
Diesel	300	12	$4.15	$14,940

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 **$44,000**

This item is used for the repair, maintenance and replacement of all of the vehicle equipment used by the department. This includes the radios, overhead lights, radar units, etc.

510-6045 Maintenance Supplies **$ 2,500**

This line is to be used for cleaning supplies and maintenance.

510-6050 Professional Development **$ 1,000**

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

510-6052 Police Accreditation **$ 2,000**

This item is to be used to gain accreditation for the police department.

510-6055 Professional Services **$ 1,000**

This line includes psychological and physical exams for recruit officers and all other professional fees.

510-6065 Purchased Services **$13,000**

This line is used for the purchase of uniforms for civilian employees and probationary officers (initial issue clothing). $2,000 is budgeted for Dispatcher attire and footwear and $700 for secretary attire. It also pays for the cleaning of all department uniforms – average cost of cleaning is $7,800/year. New officers require outfitting. This budget line item also includes trash service at $2,500.

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.

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

510-6165 Repairs & Maintenance **$ 6,600**

Estimated expenses for the building:

Septic Cleaning	$ 250
Generator	$ 1,150
Heating System	$ 5,200

510-6195 Utilities **$85,000**

Electricity	$ 39,000
No. 2 Fuel Oil (13,000 gal @ $4.00/gal)	$ 52,000
Cable (60.00/mo. X 12 months)	$ 720

TOTAL REQUESTED BUDGET: $2,401,868

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.520.5005.000	Building Inspector Salary	67,683.66	69,418	35,619.01	71,681	74,640	71,681	71,681
01.520.5010.000	Building Inspector Wages	72,198.74	75,946	37,482.77	76,839	76,839	76,839	76,839
01.520.5010.003	Building Inspector Emp Longevity	2,599.17	2,679	1,928.16	4,337	4,337	4,337	4,337
01.520.5015.000	Building Inspector Part-time Field Inspector	9,147.67	15,070	5,378.48	15,444	15,444	15,444	15,444
01.520.5025.000	Building Inspector Overtime Wages	(4,806.27)	500	827.05	500	500	500	500
01.520.6015.000	Dues & Subscriptions	283.12	450	168.78	450	450	450	450
01.520.6020.000	Operating Supplies	1,260.61	1,400	477.73	1,400	1,400	1,400	1,400
01.520.6050.000	Professional Development	710.40	500	-	500	500	500	500
01.520.6075.000	Tools/Equipment	123.15	100	35.00	100	100	100	100
		149,200.25	**166,063**	**81,916.98**	**171,251**	**174,210**	**171,251**	**171,251**
01.530.5010.000	CEMA Wages	18,298.54	38,400	19,200.09	39,168	40,368	40,368	40,368
01.530.5020.000	Vehicle Stipend	1,202.50	1,200	601.26	1,200	-	-	-
01.530.5025.000	Emergency Management OT Wages	1,252.83	-	-	-	-	-	-
01.530.6000.000	Emergency Management Wage Reimbursement	(9,773.97)	-	(5,680.09)	-	-	-	-
01.530.6005.000	Training Exercises Cost	611.04	800	250.13	1,000	1,000	1,000	1,000
01.530.6015.000	Dues & Subscriptions	225.00	225	225.00	250	250	250	250
01.530.6020.000	Operating Supplies	3,776.58	4,930	(266.13)	4,930	4,930	4,930	4,930
01.530.6025.000	Operating Supplies/Vehicle	1,634.45	2,500	316.90	2,500	2,500	2,500	2,500
01.530.6040.000	Repairs Motor Vehicles	-	-	-	2,500	2,500	2,500	2,500
01.530.6050.000	Professional Development	-	100	-	100	100	100	100
01.530.6060.000	Printing & Binding	-	100	-	100	100	100	100
01.530.6065.000	Uniforms & Shirts	140.00	1,500	-	1,500	1,500	1,500	1,500
01.530.6070.000	Travel Expense	383.69	500	82.49	500	500	500	500
01.530.6075.000	Tools & Equipment	1,174.91	2,000	1,199.27	4,945	4,945	2,000	2,000
01.530.6090.000	Grant Match Funding	1,579.50	5,000	1,796.25	5,000	5,000	5,000	5,000
		20,505.07	**57,255**	**17,725.17**	**63,693**	**63,693**	**60,748**	**60,748**
01.540.5005.000	ACO Salary	39,265.72	40,247	20,123.61	41,253	41,253	41,253	41,253
01.540.5005.002	ACO Longevity	3,930.12	4,025	2,012.40	4,125	4,125	4,125	4,125
01.540.5010.000	ACO Wages	18,862.75	19,560	10,229.75	20,054	20,054	20,054	20,054
01.540.5025.000	ACO Overtime Wages	3,659.92	2,575	1,612.30	2,575	2,575	2,575	2,575
01.540.6020.000	Operating Supplies	5,043.22	5,000	2,671.53	6,500	6,500	6,500	6,500
01.540.6040.000	Maintenance & Repairs	1,109.31	4,000	680.89	5,000	5,000	5,000	5,000
01.540.6050.000	Professional Development	535.44	700	-	700	700	700	700
01.540.6055.000	Professional Services	7,154.37	8,000	4,765.95	10,000	10,000	10,000	10,000
01.540.6075.000	Tools/Equipment	854.16	800	634.00	800	800	800	800
		80,415.01	**84,907**	**42,730.43**	**91,007**	**91,007**	**91,007**	**91,007**

SUPPLEMENTAL INFORMATION
FY 2014-2015

520 - BUILDING INSPECTOR:

520-5005 - SALARY - $71,681

Building Official -	Current Salary - $70,275	2015 Salary - $71,681

520-5010 - WAGES - $81,176

Building/Zoning Secretary -	Current Salary - $35,719	2015 Salary - $36,612
	Longevity $ 2,679	Longevity $ 2,929
Alternate Building Official -	Current Salary - $39,246	2015 Salary - $40,227
	Longevity $ 1,117	Longevity $ 1,408

520-5015 – PART-TIME INSPECTORS - $15,444

Electrical Inspector (PT) – Current Hours/Rate 12 hrs. week @ $24.75 — 2015 Salary - $15,444

520-5025 - OVERTIME WAGES - $500

Building/Zoning Secretary for 14 plus or minus Zoning Board meetings based on Teamster's Local 251 contract.

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 2014 – 2015

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, this is required by State Law as mandatory certification.

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.

TOTAL REQUESTED BUDGET $171,251

SUPPLEMENTAL INFORMATION
FY 2014 – 2015

530 – EMERGENCY MANAGEMENT

530-5010 – WAGES - $ 40,368 (INCLUDES MILEGE)

Director
Current salary for 2013/2014 @ $1,950.00/mo. = $23,400
Proposed salary for 2014/2015 @ $1,989.00/mo. = $23,868 (+2%)

Total 13/14 23,400+5,000+5,000+5,000= $38,400
Total 14/15 23,868+5,100+5,100+5,100= $39,168

Deputy Director/ Special Needs
Current salary for 2013/2014 @ $416.66/mo. = $5,000
Proposed salary for 2014/2015 @ $425.00mo. = $5,100 (+2%)

Operations Officer
Current salary for 2013/2014 @ $416.66/mo. = $5,000
Proposed salary for 2014/2015 @ $425.00mo. = $5,100 (+2%)

Training Program Coordinator (For Volunteers, Staff & MEDS program)
Current salary for 2013/2014 @ $416.66/mo. = $5,000
Proposed salary for 2014/2015 @ $425.00mo. = $5,100 (+2%)

STIPEND VEHICLE/MILEAGE

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

Reimbursal Note

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

- In 2010-2011, this reimbursal was awarded at $ 10,191.

530-6005 - TRAINING EXERCISE COSTS - $1,000

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.

SUPPLEMENTAL INFORMATION
FY 2014 – 2015

530 – EMERGENCY MANAGEMENT (cont'd)

530-6015 - DUES AND SUBSCRIPTIONS - $250

Charlestown EMA is an official voting member of the Southern League ($100) and the RI State Association of Emergency Managers ($150).

530-6020 - OPERATING SUPPLIES - $4,930

Postage	$ 100	Office Supplies	$250
Vehicle lighting permits	$ 30	Task Force Expense	$360
Verizon Air Card Service ($50 per month x2)*	$1,200	Shelter Manager Pager*	S190
Sprint Phone service (Director, Deputy, MEDS & Comm. Officer)*	$2,760		
		Total	$4,930

530-6025- Operating Supplies (Vehicle) - $2,500

Line to support 2012 Ford Expedition 4x4, but not limited to Fuel, Wiper blades, Lube/Oil/Filters and Tires.

530-6040- Repairs and Maintenance (Vehicle) - S2, 500

Line to support 2012 Ford Expedition 4x4, large scale scheduled service and repair contingency.

530-6050- Professional Development & Seminar(s) - $100

Continuing Education related to the Emergency Management Profession.

530-6060- PRINTING & BINDING - $100

Miscellaneous printing costs for community educational material and binders for documents.

530-6065- Purchased Services - $1,500

Uniforms/Shirts -Miscellaneous costs for ID Windbreakers, Jackets, and Polo Shirts for ID and Team-making purposes.	300
Static IP Line into EOC (Non-Comingled w/NCIC per Federal Regulations) $100 per month x 12 months (EM Discount)	1,200
	1,500

530-6070- TRAVEL- $500

Miscellaneous travel reimbursements for staff (0ther than Director) to Seminars, Mandatory Training and Meetings.

530 – EMERGENCY MANAGEMENT (cont'd)

530-6075 - TOOLS & EQUIPMENT- $2,000

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
"Special Needs" required products.	200
Contingency for emergency purchases and equipment	300
	2,000

530-6090- Grant Match Funding (for Public Projects) - $5,000

Throughout each year, Targeted Grant opportunities arise from Insurance Companies, FEMA, DHS and other various sources which require a dollar match of dedicated, non-comingled, tax-payer approved funds that may reduce the purchase total(s) 50/50, 75/25 and sometimes even 90/10 per each town dollar.

TOTAL 2014-2015 BUDGET- $60,748

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, 50% of the Cell Phone Service (after Sprint EM discount) and 50% of the Verizon Air card amounts and #2. Equipment and/or Project lines have been decreased due to past 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)

Note: * = Usually allowable expense for 50% reimbursal from Annual Federal EMPG Grant.

SUPPLEMENTAL INFORMATION
FY 2014 - 2015

540 - ANIMAL CONTROL:

540-5005 - SALARY - $45,378

Current Salary -	$ 40,247	2015 Salary -	$ 41,253
Current Longevity -	$ 4,025	2015 Longevity -	$ 4,125

540-5010 - WAGES - $20,054

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 $10.50 =	10,374
Other		
	Total	$20,054

540-5025 - OVERTIME PAY - $2,575

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

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, computer, 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 2013 - 2014

540 - ANIMAL CONTROL: (Cont'd)

540-6040 - MAINTENANCE & REPAIRS - $5,000
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 seminars (e.g., national/regional animal control association conferences) to keep current with newest training procedures, laws, and regulations pertaining to state licensed facilities. This includes dog training classes, membership fees, publications, registration fees, and travel expenses (meals, lodging). Attending these training seminars and conferences would be an excellent opportunity to learn about new approaches and programs nationally and from around New England, to network with 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 - $10,000
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 just keeping up with annual expenses and will vary from year to year depending on the number of emergency fees and kinds of medical treatment needed.

540-6075 - TOOLS & EQUIPMENT - $800
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 $91,007

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.560.5005.000	Public Assistance Stipend	8,000.00	8,000	4,000.00	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	5,687.18	5,000	1,686.79	5,000	5,000	5,000	5,000
		13,687.18	**13,100**	**5,686.79**	**13,100**	**13,100**	**13,100**	**13,100**
01.570.6020.000	Operating Supplies	701.27	300	258.06	500	500	500	500
01.570.6095.000	Municipal Court Judge Stipend	6,300.00	6,500	3,150.00	6,300	6,300	6,300	6,300
01.570.6097.000	Municipal Court Prosecutor	-	-	-	3,600	3,600	-	-
		7,001.27	**6,800**	**3,408.06**	**10,400**	**10,400**	**6,800**	**6,800**
01.610.5005.000	DPW Administrator Salary	78,892.28	78,803	41,068.56	80,379	80,882	80,379	80,379
01.610.5005.002	DPW Administrator Longevity	7,725.87	7,880	3,940.17	8,038	8,088	8,088	8,088
01.610.5010.000	DPW Secretary Wages	34,848.32	35,719	17,859.79	36,612	36,612	36,612	36,612
01.610.5010.002	DPW Secretary Longevity	871.26	1,072	535.73	1,281	1,281	1,281	1,281
01.610.6015.000	Dues & Subscriptions	373.00	570	119.00	570	570	570	570
01.610.6020.000	Operating Supplies	586.83	650	667.68	650	650	650	650
01.610.6050.000	Professional Development	75.00	500	-	500	500	500	500
01.610.6055.000	Professional Service	60.00	750	750.00	750	750	750	750
01.610.6065.000	Purchased Services	462.73	10,000	3,530.15	10,000	10,000	10,000	10,000
01.610.6065.001	Boots-Bentley, W	125.95	200	120.00	200	200	200	200
01.610.6065.002	Boots-Black, D	195.00	200	-	200	200	200	200
01.610.6065.003	Boots-Blackwood, J	195.00	200	-	200	200	200	200
01.610.6065.004	Boots-Briggs, J	-	200	111.99	200	200	200	200
01.610.6065.005	Boots-Briggs, W	-	200	-	200	200	200	200
01.610.6065.006	Boots-Iacuele, P	200.00	200	-	200	200	200	200
01.610.6065.007	Boots-Lambert, J	174.97	200	119.99	200	200	200	200
01.610.6065.008	Boots-Ellis, H	113.94	200	-	200	200	200	200
		124,900.15	**137,544**	**68,823.06**	**140,380**	**140,933**	**140,430**	**140,430**

SUPPLEMENTAL INFORMATION
FY2014 – 2015

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

SUPPLEMENTAL INFORMATION
FY2014 – 2015

570 – MUNICIPAL COURT

570-6020 – OPERATING SUPPLIES - $500
Office and other supplies.

570-6095 – MUNICIPAL COURT JUDGE STIPEND - $6,300
Municipal Court Judge will receive $525 per session for 18 sessions.

TOTAL REQUESTED BUDGET $6,800

SUPPLEMENTAL INFORMATION
FY 2014-2015

610 - DPW ADMINISTRATION:

610-5005 – SALARY $88,467

Current Salary - $78,803
Current Longevity - $ 7,880

2015 Salary - $80,379
2015 Longevity - $ 8,088

610-5010 - WAGES - $37,893

2015 Salary - $36,612
2015 Longevity - $ 1,281

Secretarial staff position funded at $18.78/hr. @ 37.5 hours/week per Teamster's Local 251 Collective Bargaining Agreement. Position reflects expanded responsibilities and includes potential use, in a limited role, providing clerical support for other DPW divisions. Longevity based on seven years seniority.

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 2014-2015

610 - DPW ADMINISTRATION:

610-6065 – PURCHASED SERVICES - $11,600

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.

TOTAL REQUESTED BUDGET $140,430

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.620.5010.000	DPW Wages	154,705.27	290,219	139,561.95	342,228	342,228	342,228	342,228
01.620.5010.002	DPW Wages-Non Pen Class Change	8,655.27	-	1,023.09	-	-	-	-
01.620.5010.003	DPW - IOD Wages	32,277.96	-	1,365.61	-	-	-	-
01.620.5010.005	DPW Employee Longevity	22,680.62	23,858	11,928.28	28,329	28,329	28,329	28,329
01.620.5025.000	DPW Overtime Wages	5,725.92	40,000	3,074.55	50,176	50,176	50,176	50,176
01.620.5025.001	DPW Overtime Wages-Snow Removal	25,735.06	-	5,266.48	-	-	-	-
01.620.5025.002	DPW CRCC O T - Snow	8,280.31	-	1,515.00	-	-	-	-
01.620.6020.000	Operating Supplies	76,643.23	56,385	39,883.80	56,596	56,596	56,596	56,596
01.620.6040.000	Maintenance & Repairs	13,141.90	60,000	32,374.74	65,000	65,000	65,000	65,000
01.620.6040.001	Maintenance/Repairs- Winter Equip	24,797.39	-	9,945.96	-	-	-	-
01.620.6045.000	Maintenance Supplies	11,719.39	165,000	8,439.04	180,629	180,629	180,629	180,629
01.620.6045.001	Maintenance Supplies-Snow	76,869.02	-	37,439.90	-	-	-	-
01.620.6075.000	Tools/Equipment	5,178.15	3,940	2,360.32	3,940	3,940	3,940	3,940
01.620.6160.000	Road Sealing & Striping	153,788.93	341,858	237,719.57	341,858	341,858	341,858	341,858
01.620.6170.000	Rentals	4,300.00	3,000	1,600.00	3,000	3,000	3,000	3,000
01.620.6190.000	Street Lighting	30,183.69	31,500	14,193.88	31,500	31,500	31,500	31,500
		654,682.11	**1,015,760**	**547,692.17**	**1,103,256**	**1,103,256**	**1,103,256**	**1,103,256**
01.630.5010.000	Building & Grounds Wages	54,333.40	66,927	33,263.83	68,588	68,588	68,588	68,588
01.630.5010.001	Building & Grounds Non-Pen Wages	565.03	-	260.00	-	-	-	-
01.630.5010.002	Buildings & Grounds Longevity	6,137.55	6,371	3,185.89	6,570	6,570	6,570	6,570
01.630.5015.000	Building & Grounds Seasonal Wages	28,246.50	39,700	21,107.52	35,506	35,506	35,506	35,506
01.630.5020.000	Part-time Maintenance	336.00	-	-	-	-	-	-
01.630.5025.000	Building & Grounds Overtime Wages	4,443.23	9,785	4,954.19	9,785	9,785	9,785	9,785
01.630.5025.001	Building & Grounds O T Seasonal Wages	818.63	-	343.28	-	-	-	-
01.630.6035.000	Miscellaneous	100.00	-	-	-	-	-	-
01.630.6040.000	Maintenance & Repairs	23,486.40	25,000	11,830.95	25,000	25,000	26,000	26,000
01.630.6045.000	Maintenance Supplies	10,456.86	12,000	6,960.25	12,000	12,000	12,000	12,000
01.630.6065.000	Purchased Services	40,610.66	39,418	10,084.55	40,953	40,953	41,103	41,103
01.630.6075.000	Tools & Equipment	6.19	-	-	-	-	-	-
01.630.6165.000	Repair & Maintenance -Facility	6,316.01	7,000	2,139.51	7,000	7,000	17,880	17,880
01.630.6195.000	Utilities	88,375.92	102,000	27,994.13	133,962	133,962	133,962	133,962
		264,232.38	**308,201**	**122,124.10**	**339,364**	**339,364**	**351,394**	**351,394**
01.640.6001.000	Monitoring Closed Landfill	17,165.00	12,000	-	15,000	15,000	15,000	15,000
		17,165.00	**12,000**	**-**	**15,000**	**15,000**	**15,000**	**15,000**

SUPPLEMENTAL INFORMATION
FY2014-2015

620 - HIGHWAY & ROADS

620-5010 - WAGES- $370,557

*Wage rates and yearly totals shown at the levels based on the Teamster's Local 251 Collective Bargaining Agreement. Additional staff position funded at $40,698 and $2,849 longevity. Foreman II position, funded at $43,866 and $4386 longevity, will provide more incentive for performance within the organization, and better ensure retention of our most valuable trained employees.

	2014-2015				
	Wage	Longevity Amount	Longevity Years	Medical Stipend	Total
Foreman	49,182	4,918	36		54,100
Foreman II	44,858	4,486	25		49,344
Driver/Laborers:					-
	40,698	4,070	26		44,768
	40,698	4,070	22		44,768
	40,698	3,459	17		44,157
	40,698	2,849	14		43,547
	40,698	1,628	8		42,326
	40,698	2,849	14		43,547
	338,228	28,329		-	366,557

Classification changes to cover for Foreman	4,000

620 - HIGHWAY & ROADS (cont'd):

620-5025 -OVERTIME - $50,176 (*see note above)

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 $21.73 avg wage x 1.5 (time and one-half) x 9 men (7 DPW, 2 CRCC) = $ 44,876

Other overtime =$ 5,300

$ 50,176

620-6020 - OPERATING SUPPLIES - $56,596

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	$	2,976	Oct-13
8,000 gallons diesel @ $4.15 per gal including fed taxes		33,200	Oct-13
385 gallons motor oil (7 - 55 gallon drums @ $630/drum)		4,410	Oct-13
110 gallons anti-freeze @ $10.00 each		1,100	Oct-13
7 cases chassis grease @ $78/case		550	Oct-13
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	
	$	56,596	

620-6040 - MAINTENANCE & REPAIRS - $65,000

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 $5,108/ month (based on a 12 month average).

620 - HIGHWAY & ROADS (cont'd):

620-6045 - MAINTENANCE SUPPLIES $180,629

Cost of supplies for summer and winter highway maintenance reflects materials cost increases per 2013-2014 bid.

Items	Quantity	Unit of Measure	Actual Nov-13	Projected Nov-14	Projected Total	
Sand	2700	tons	$14.78	$14.78	39,906.00	Oct-13
Salt	750	tons	$90.41	$90.41	67,807.50	Oct-13
Gravel	500	tons	$16.02	$16.02	8,010.00	Oct-13
Loam	75	tons	$22.10	$22.10	1,657.50	Oct-13
Bituminous Mix (cold)	366	tons	$120.57	$120.57	44,128.62	Oct-13
Drain tile	3	units	$2,060.00/ea	$2,060.00/ea	$6,180.00	Oct-13
Stone	200	tons	$16.87	$16.87	3,374.00	Oct-13
Street signs	40	each	$65.00	$65.00	2,600.00	Oct-13
20 Culvert pipes, 2 basins, 2 grates and cover		each			6,965.00	Oct-13
TOTAL					180,628.62	

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

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

SUPPLEMENTAL INFORMATION
FY2014-2015

620 - HIGHWAY & ROADS (cont'd):

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

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.**

2013-2014	Projected cost for nine miles of contracted sealing for 2013-2014 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
2014-2015	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
FY2014-2015

620 - 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 $1,103,256

SUPPLEMENTAL INFORMATION
FY 2014-2015

630 – BUILDINGS & GROUNDS

630-5010 - WAGES - $75,158

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

	Wage	Longevity Amount	Longevity Years	Medical Stipend	Shift Differential	Total
Landfill Foreman (50% B&G, 50% CRCC)	24,591	2,459	36			$ 27,050
Landfill Operator (20% B&G, 80% CRCC)	7,887	552	14			8,439
Custodian	35,590	3,559	25		520	39,669
	68,068	6,570		-		**$ 75,158**

630-5015 - PART TIME FACILITIES MAINTENANCE WAGES – (Shared with Parks and Recreation) $35,506

Provides a 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. (@ $14.97/Hr x 29.5Hrs/Week x 52 Weeks. This also provides for seasonal workers for the summer season.

630-5025 - OVERTIME - $9,785

Provides special or emergency janitorial services and vacation replacements at the contracted wage scale for the present custodian.

630-6040 – MAINTENANCE & REPAIRS - $26,000

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. This also includes $1,000 for miscellaneous services at Ninigret Park.

630 – BUILDINGS & GROUNDS, cont'd

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).

630-6065 - PURCHASED SERVICES - $41,103

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.

Inspect/Pump Septic Tanks (14 @ 250.00 each)	$	3,500
Professional 1 day a year carpet cleaning	$	1,350
Professional extermination service contract	$	500
Fire extinguisher service	$	500
Security protection and alarm system monitoring and inspection	$	1,700
Fuel tank and piping tightness tests	$	2,000
Radon testing - State mandated	$	800
State mandated drinking water tests & water system contract	$	10,468
Landscaping details (trees and shrubs)	$	2,500
Chimney Cleaning/ Town Hall	$	500
Backflow device certification (Blue Shutters and Ninigret Tennis Court Area)	$	400
Restroom and trash pick up for Ninigret and beaches	$	14,000
Incidental medical supplies for DPW, Town Hall, and vehicle first aid kits	$	1,100
Inspection of Fire suppression system at the DPW fueling depot	$	250
Burner Cleaning for Town Hall, Senior Center and Gate House	$	1,250
AED Service at Town Hall – annual contract	$	285
	$	41,103

630 – BUILDINGS & GROUNDS (cont'd):

630-6165 - REPAIRS & MAINTENANCE - FACILITIES - $17,880

Costs anticipated for repairs associated with all continuing Park & Recreation maintenance responsibilities, as well as the opening 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. It also includes $600 to rebuild the ticket booth at town beach and the dumpster at both beaches and Ninigret Park.

630-6195 - UTILITIES - $133,962

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
	$133,962.00

TOTAL REQUESTED BUDGET - $351,394

SUPPLEMENTAL INFORMATION
FY2014-2015

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.

TOTAL REQUESTED BUDGET $15,000

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.660.5005.000	WasteWater Salary	64,545.52	65,836	34,222.28	67,153	67,153	67,153	67,153
01.660.5005.002	Longevity	1,613.58	1,975	987.61	2,350	2,350	2,350	2,350
01.660.5010.000	WasteWater Wages	17,548.64	17,860	6,081.78	18,306	18,306	18,306	18,306
01.660.5025.000	Waste Water O T Wages	957.54	-	331.01	-	-	-	-
01.660.6015.000	Dues & Subscriptions	1,263.00	1,188	693.00	1,188	1,188	1,188	1,188
01.660.6020.000	Operating Supplies	1,266.32	1,850	810.62	1,850	1,850	1,850	1,850
01.660.6055.000	Professional Services	4,873.50	11,000	2,878.00	22,350	22,350	16,500	16,500
01.660.6065.000	Purchased Services	4,756.40	4,000	1,570.00	4,000	4,000	4,000	4,000
		96,824.50	**103,709**	**47,574.30**	**117,197**	**117,197**	**111,347**	**111,347**
01.720.7205.000	VNS Home Health Services	2,000.00	2,000	2,000.00	2,000	2,000	2,000	2,000
01.720.7210.000	South Shore Mental Health	3,500.00	3,500	3,500.00	3,500	3,500	3,500	3,500
01.720.7215.000	Wood River Health	2,300.00	3,000	3,000.00	5,000	5,000	4,000	4,000
01.720.7235.000	Domestic Violence Center	1,500.00	2,000	2,000.00	-	-	2,000	2,000
01.720.7245.000	Thundermist Hlth Ctr So County	2,000.00	2,000	2,000.00	1,500	1,500	1,500	1,500
01.720.7250.000	The Samaritans	500.00	500	500.00	-	-	500	500
01.720.7260.000	WARM Shelter	1,000.00	1,000	1,000.00	1,000	1,000	1,000	1,000
01.720.7270.000	Southern RI Volunteers	1,000.00	1,000	1,000.00	1,500	1,500	1,000	1,000
01.720.7300.000	RI CAN	3,500.00	3,500	3,500.00	3,500	3,500	3,500	3,500
01.720.7322.000	WA County Coalition Children	500.00	500	500.00	1,000	1,000	750	750
01.720.7325.000	Education Exchange	-	-	-	500	500	250	250
01.720.7340.000	Chariho Tri Town Task Force	1,500.00	-	-	-	-	-	-
01.720.7342.000	Wildlife Rehabilitators of Rhode Island	200.00	500	500.00	1,712	1,712	750	750
01.720.7343.000	Southern RI Conservation District	-	-	-	1,000	1,000	-	-
		19,500.00	**19,500**	**19,500.00**	**22,212**	**22,212**	**20,750**	**20,750**
01.730.7308.000	Chariho Soccer League	250.00	250	250.00	-	-	-	-
01.730.7309.000	Memorial Day Parade	500.00	500	500.00	500	500	500	500
01.730.7310.000	Charlestown Ambulance	166,800.00	166,800	166,800.00	166,800	166,800	166,800	166,800
01.730.7311.000	Charlestown Memorial Parade	1,000.00	1,000	1,000.00	2,500	2,500	2,000	2,000
01.730.7320.000	Chamber Of Commerce	3,000.00	3,000	3,000.00	4,000	4,000	3,000	3,000
01.730.7330.000	Cross Mills Library	208,000.00	208,000	208,000.00	212,160	212,160	212,160	212,160
01.730.7331.000	Charlesotown Historical Society	3,000.00	2,000	2,000.00	2,000	2,000	2,000	2,000
		382,550.00	**381,550**	**381,550.00**	**387,960**	**387,960**	**386,460**	**386,460**

SUPPLEMENT INFORMATION
FY 2014-2015

660 DPW WASTEWATER MANAGEMENT:

660-5005 – SALARY - $69,503

Salary	$67,153
Longevity	$ 2,350

660-5010 – WAGES – $18,306

Shared secretarial staff position with Parks and Recreation funded in accordance with Teamsters Local Union No.251 Collective Bargaining Agreement. Necessary because per year there are over 2,500 pieces of mail to track for follow up, over 1,500 phone calls, several hundreds of certified mailing tracking for non-compliance issues, admin related to municipal court proceedings, cesspool phase out for our last Zone is due in 2014 and many remain in violation in lower zones which also requires many administrative hours. There remain over 600 properties past-due for routine septic inspection, attention needs to be given to these properties. Furthermore, this office requires more time to consult with property owners, provide CSSLP and CDBG funding for septic issues, organize and streamline our OWTS regulations, data collection and tracking procedures, and increase grant proposal submittals.

660-6015 – DUES & SUBSCRIPTONS - $1,188

Carmody RIWIS Users Agreement $99/month

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 OWTS notifications are sent.

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

660-6030 – ADVERTISING & POSTAGE - $0

Notice to homeowners regarding inspection, notification, enforcement of septic system requirements. Notice/contact with Service Providers regarding inspection reports and status in Town.

Notices of inspection approximately 2,000 @ $0.46	$ 920
Notices of violation and other certified mailings 500 @ 6.11	$ 3,055
Total	$ 3,975

660-6055 PROFESSIONAL SERVICES - $16,500

Provides funds for special and engineering technical assistance and studies in regard to septic and water associated public health related issues.

Analysis of potable groundwater quality relating to bacteria and nutrients and OWTS in the salt ponds area. Nutrient concentrations in the SAMP are of considerable concern and the flux of nutrients from the groundwater system is a critical component in managing those inputs. Increased development, along with conversion of seasonal homes to permanent residences, is increasing the withdrawal of ground water in the area, thereby increasing the potential for drinking water contamination from OWTS and saltwater intrusion. Obtain access for the sampling of 40 private wells in the Charlestown Beach Road Area and conduct laboratory analysis of major cations and anions and bacteria. ($125/sample)	$ 5,000	See Attached Backup		
Stormwater Sampling: Required sampling for nutrients and bacteria in surface water flows into the Allen's Cove of Green Hill Pond includes sampling analysis of nitrate, ammonium, phosphorus, fecal coliform, e coli, and field sampling for temperature, specific conductivity, pH, resistivity. Sampling May through October $600. Budget for July through October 2013 and May and June 2014	$ 600			

660-6055 PROFESSIONAL SERVICES - $22,350 - CONTINUED

Funding to assist Salt Ponds Coalition with the continuation of the Salt Ponds Groundwater Input Study in Ninigret and/or Green Hill Pond. Includes the installation of up to 10 pizometers to collect shallow groundwater from a transect parallel to apparent groundwater flow from upland to the pond sediments. Collect XX samples from each pizometer and submit to URI for analysis of 10 dissolved nutrients eight times/yr $60/ sample = 4,800 6 nitrogen and phosphorus, 3 samplings per year $75/sample = $1,350/yr. URI Coastal Fellow $10/hr at 16 hrs/week, four weeks/month = $3,200. 10 drive points with screens $230. 2 GVP 4-foot extensions $302. 3 Couplings - $27. 100 ft silicone tubing - $212. 100 ft fluoropolymer tubing $175. 3 GVP tip drive ends - $105. PVC pipe, Galvanized pipe, and misc supplies - $450. Shipping - $50	$ 10,900	See Attached Backup		
Total	**$ 16,500**			

SUPPLEMENT INFORMATION
FY 2014-2015

660-6065 PURCHASED SERVICES - $4,000

10 seminars for WW Specialist at the on-site Wastewater Training Facility at URI, @ $200 each	$ 2,000
URI New England On-site Wastewater Training Center Inspector classes for 4 Wastewater Management Commission members @ $450 each	$ 2,000
Total	**$ 4,000**

TOTAL REQUESTED BUDGET $111,347

LOCAL AND OUTSIDE AGENCY FUNDING REQUESTS
FY 2014/2015

Mailed Letter	Date Rec'vd. Request from Agency	Line item #	Agency	13/14 $ Request	13/14 $ Funded	14/15 $ Request	14/15 TA's Recommendation	14/15 Funding
		720-	#720 OUTSIDE AGENCIES					
29-Oct	13-Dec	7205	VNS Home Health Services	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000
		7210	South Shore Mental Health	$ 3,500	$ 3,500	$ 3,500	$ 3,500	$ 3,500
29-Oct	12-Dec	7215	Wood River Health Services	$ 3,000	$ 3,000	$ 5,000	$ 5,000	$ 4,000
29-Oct		7235	Domestic Violence Center of South County	$ -	$ 2,000	No request	No request	$ 2,000
29-Oct	13-Dec	7245	Thundermist Health Center (admin. office)	$ 1,500	$ 2,000	$ 1,500	$ 1,500	$ 1,500
29-Oct		7250	The Samaritans	$ 500	$ 500	No request	No request	$ 500
29-Oct	7-Nov	7260	W.A.R.M.	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000
29-Oct	13-Dec	7270	Southern RI Volunteers (formally Sen. Helping Others)	$ 1,000	$ 1,000	$ 1,500	$ 1,500	$ 1,000
29-Oct	12-Dec	7300	R.I. Can (*formerly St. Mary's/St. James Community Food Pantry*)	$ 3,500	$ 3,500	$ 3,500	$ 3,500	$ 3,500
29-Oct	10-Dec	7322	Washington County Coalition for Children	$ 1,000	$ 500	$ 1,000	$ 1,000	$ 750
29-Oct	13-Dec	7325	Education Exchange	No request	Not funded	$ 500	$ 500	$ 250
29-Oct	13-Dec	7342	Wildlife Rehabilitators of Rhode Island	$ 972	$ 500	$ 1,712	$ 1,712	$ 750
3-Dec	13-Dec	7343	Sothern RI Conservation District	$ -	NEW	$ 1,000	$ 1,000	$ -
			OUTSIDE AGENCIES SUB-TOTAL TO DATE	$ 17,972	$ 19,500	$ 22,212	$ 22,212	$ 20,750
		730-	#730 LOCAL AGENCIES					
29-Oct		7308	Chariho Youth Soccer Association	$ 250	$ 250	No request	No request	$ -
29-Oct	20-Nov	7309	Memorial Day Parade (Carolina)	$ -	$ 500	$ 500	$ 500	$ 500
29-Oct	10-Dec	7310	Charlestown Ambulance Rescue Service, Inc.	$ 176,800	$ 166,800	$ 166,800	$ 166,800	$ 166,800
29-Oct	21/13	7311	Charlestown Memorial Day Parade Committee	$ 1,000	$ 1,000	$ 2,500	$ 2,500	$ 2,000
29-Oct	1-Nov	7320	Charlestown Chamber of Commerce	$ 4,000	$ 3,000	$ 4,000	$ 4,000	$ 3,000
29-Oct	13-Dec	7330	Cross Mills Public Library	$ 208,000	$ 208,000	$ 212,160	$ 212,160	$ 212,160
29-Oct	13-Dec	7331	Charlestown Historical Society	$ -	$ 2,000	$ 2,000	$ 2,000	$ 2,000
			LOCAL AGENCIES SUB-TOTAL TO DATE	$ 390,050	$ 381,550	$ 387,960	$ 387,960	$ 386,460
			TOTAL FUNDED	$ 408,022	$ 401,050	$ 410,172	$ 410,172	$ 407,210

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.740.5020.000	Conservation Commission	1,927.30	2,000	708.01	4,900	4,900	2,000	2,000
01.740.5040.000	Senior Citizens Commission	-	100	-	100	100	100	100
01.740.5050.000	Planning Commission	4,661.33	5,000	2,917.41	10,000	10,000	5,000	5,000
01.740.5060.000	Zoning Board	7,000.86	7,000	3,526.71	10,675	10,675	7,500	7,500
01.740.5065.000	Affordable Hosuing Commission	-	-	-	875	875	300	300
01.740.5075.000	Economic Improvement Comm	103.95	500	519.52	500	1,000	1,000	1,000
01.740.5085.000	Mosquito Abatement Council	8,912.67	10,500	2,717.20	10,630	10,630	10,630	10,630
		22,606.11	**25,100**	**10,388.85**	**37,680**	**38,180**	**26,530**	**26,530**
01.780.7880.000	Chariho Regional School District	14,894,812.00	14,645,357	6,736,864.22	14,645,357	14,351,417	14,351,417	14,351,417
		14,894,812.00	**14,645,357**	**6,736,864.22**	**14,645,357**	**14,351,417**	**14,351,417**	**14,351,417**
01.800.5005.000	Senior Center Coordinator's Salary	15,306.40	31,668	15,834.00	32,301	32,301	32,301	32,301
01.800.5010.000	Senior Center Wages	27,190.79	34,879	14,831.59	36,140	36,140	35,000	35,000
01.800.5020.000	Sr Ctr After Hour Rental Wages	693.00	1,000	262.50	1,000	1,000	1,000	1,000
01.800.6015.000	Dues & Subscriptions	30.00	30	30.00	30	30	30	30
01.800.6020.000	Operating Supplies	585.57	1,000	288.02	800	800	800	800
01.800.6035.000	Miscellaneous	-	110	-	110	110	110	110
01.800.6040.000	Maintenance & Repairs	2,003.02	2,000	321.01	10,370	10,370	3,000	3,000
01.800.6045.000	Maintenance Supplies	1,750.33	1,500	1,076.98	1,750	1,750	1,750	1,750
01.800.6050.000	Professional Development	-	400	-	400	400	400	400
01.800.6065.000	Purchased Service	10,533.32	10,599	3,942.00	11,315	11,315	11,315	11,315
01.800.6070.000	Travel Expense	339.97	300	111.00	300	300	300	300
01.800.6075.000	Tools/Equipment	524.24	500	-	500	500	500	500
01.800.6195.000	Utilities	11,321.78	12,000	4,074.28	12,000	12,000	12,000	12,000
01.800.8035.000	Senior/Community Center Programs	225.00	24,160	214.76	21,780	21,780	21,780	21,780
01.800.8035.001	Tai Chi	2,310.00	-	900.00	-	-	-	-
01.800.8035.002	Yoga	11,950.00	-	4,805.00	-	-	-	-
01.800.8035.003	Strength & Stability	1,020.00	-	2,000.00	-	-	-	-
		85,783.42	**120,146**	**48,691.14**	**128,796**	**128,796**	**120,286**	**120,286**

SUPPLEMENTAL INFORMATION
FY2014 – 2015

740 – BOARDS & COMMISSIONS:

740-5020 – CONSERVATION COMMISSION $2,000

Postage,coping	$ 250
Well Water Testing, Volunteer Recognition	350
CCC public events, Charlestown Day, Arbor Day	1,100
Printing	300
	$ 2,000

740-5040 – SENIOR CITIZENS COMMISSION $100

740-5050 – PLANNING COMMISSION $5,000

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

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.

SUPPLEMENTAL INFORMATION
FY2014 – 2015

740 – BOARDS & COMMISSIONS:

740-5060 – ZONING BOARD - $7,500

Advertising	$ 1,700	Based on 17 meetings per year at $200 per meeting
Office supplies	300	General operating supplies. Recording tapes, paper, file folders, etc.
Stenography	3,700	Based on 17 meetings per year @ $275 per meeting
Third party engineer	1,000	
Transcript costs	500	Cost of transcripts from public hearing meetings.
Postage	300	
	$ 7,500	

740-5065 – AFFORDABLE HOUSING COMMISSION $300

300	Printing of brochures and pamphlets for education purposes.

740-5075 - ECONOMIC IMPROVEMENT COMMISSION $1,000

SUPPLEMENTAL INFORMATION
FY2014 – 2015

740 – BOARDS & COMMISSIONS:

740-5085 – MOSQUITO ABATEMENT COUNCIL $10,630

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 $26,530

SUPPLEMENTAL INFORMATION
FY2014 – 2015

780 – CHARIHO REGIONAL SCHOOL DISTRICT (CRSD):

780-7880 – CRSD OPERATING BUDGET- $14,351,417

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 - $14,351,417

SUPPLEMENTAL INFORMATION
FY 2014/2015

800 - CHARLESTOWN SENIOR/COMMUNITY CENTER:

800-5005 – COORDINATOR'S SALARY - $32,301

Coordinator—Funds requested for the Part Time Director Position at 29 hours per week. Director is responsible for the day to day administration of the Community/Senior Center.

800-5010 - WAGES: Part-Time (2 persons) - $35,000

Kitchen Manager: $18,020

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. Due to the needs of the program requesting small increase from 25 hours per week to 27.5 hours per week, this small increase in weekly hours is to accommodate morning program needs and meal deliveries.
$13.00 per hour x 27.5 hours per week x 52 weeks

Administrative Assist/Program Director: $16,980

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. This position is an active professional position that requires a unique set of skills crossing skill sets such as secretarial and programming oversight, coordination, security, safety coordination and planning. This person assists the Kitchen Manager with coordination of volunteers, serving from time to time and with clean up of programs materials, tables etc. This person reports directly to the Coordinator but often works with the Director of Parks and Recreation relative to the identification of maintenance issues, programming conflicts and disputes among users.
$13.50 per hour x 25 hours per week x 52 weeks = $17,550

Custodian:

*Custodial services handled by contract under purchased services.

800-5020- AFTER HOURS RENTAL - $1,000

Costs are off-set by rental fee.

CHARLESTOWN SENIOR/COMMUNITY CENTER: (cont'd)

800-6015 – DUES & SUBSCRIPTIONS - $30

State Senior Directors Association (annual dues)	$30

800-6020 - OPERATING SUPPLIES - $800

Office Supplies, including postage	$800

800-6035 - MISCELLANEOUS - $110

Food Dept. License	$ 60
Other Miscellaneous	$ 50

800-6040 - MAINTENANCE & REPAIRS - $3,000

Building Maintenance (includes yearly floor treatment)	$2,000
Equipment Maintenance	$1,000

800-6045 – MAINTENANCE SUPPLIES - $1,750

Kitchen Supplies	$750
Janitorial Supplies	$750
Supplies for Community service projects	$250

800-6050 – PROFESSIONAL DEVELOPMENT - $400

800-6065 – PURCHASED SERVICES - $11,315

Pest Control	$480 ($120 quarterly)
Bldg Security	$250 (annually)
Fire Extinguisher and Ansil System Inspections	$2,500 (yearly contract)
AED Life Support Systems	$285
Custodial Services (reflects 2013 Bid)	$7,800

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

CHARLESTOWN SENIOR/COMMUNITY CENTER: (cont'd)

800-8035 – SENIOR/COMMUNITY PROGRAMS - $21,780

Yoga	$12,480
Tai Chi	$2,600
Exercise	$5,200
Arts	$1,000
Supplies	$500

*Revenues generated will be placed in general fund.

TOTAL REQUESTED BUDGET $120,286

Projected Revenues 2014/2015

DEA	$ 3,847(level funded)
Programs	$21,280
Rentals	$ 2,175 (goal of 15 rentals)
Total	$27,302

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.810.5005.000	Recreation Director Salary	67,799.21	70,275	36,489.15	71,681	71,681	71,681	71,681
01.810.5005.002	Recreation Director Longevity	-	-	-	1,792	1,792	1,792	1,792
01.810.5010.000	Recreation Programs Wages	45,058.02	46,520	23,840.26	47,450	47,450	47,450	47,450
01.810.5015.000	Recreation Secretary Wages	17,299.68	17,860	11,408.53	34,848	17,424	17,424	17,424
01.810.5020.000	Recreation Wages	-	-	-	39,700	39,700		
01.810.5025.000	Recreation O T Wages	713.17	-	823.80	-	1,500	1,500	1,500
01.810.6015.000	Dues & Subscriptions	-	140	-	140	140	140	140
01.810.6020.000	Operating Supplies	937.76	1,000	501.40	1,000	1,000	1,000	1,000
01.810.6040.000	Maintenance & Repair	219.22	2,700	-	100	100	100	100
01.810.6050.000	Professional Development	704.00	1,000	375.00	850	850	850	850
01.810.6065.000	Purchased Services	1,200.00	200	25.00	100	100	100	100
01.810.6070.000	Travel Expense	138.26	450	-	100	100	100	100
01.810.6075.000	Tools/Equipment	180.41	200	36.91	100	100	100	100
01.810.6091.000	Fields Maintenance				6,500	6,500		
		134,249.73	**140,345**	**73,500.05**	**204,361**	**188,437**	**142,237**	**142,237**
01.815.5010.000	Misc Recreation Wages	1,482.00	-	248.68	-	-	-	-
01.815.5010.001	Rec Hall Monitor Wages	-	-	187.50	-	-	-	-
01.815.5015.000	Seasonal Playground Wages	16,694.63	22,500	19,103.52	39,973	39,973	33,198	33,198
01.815.5020.000	Recreation Summer Assistant	10,580.63	15,200	10,401.76	14,720	14,720	14,720	14,720
01.815.5025.000	Recreation Summer Assistant OT	682.51	700	642.72	-	-	-	-
01.815.5025.001	Playground OT Wages	370.31	-	914.45	-	-	-	-
01.815.5030.000	Recreation Swimming Lesson Wages	1,405.00	-	955.00	-	-	-	-
01.815.8005.000	Camp Ninigret	8,922.43	12,200	11,752.15	13,148	13,148	13,148	13,148
01.815.8015.000	Baseball T-Ball Program	100.00	-	-	-	-		
01.815.8020.000	Basketball Program	7,076.71	7,790	263.47	9,040	9,040	9,340	9,340
01.815.8025.000	Winter Programs	2,073.49	4,000	2,387.44	5,868	5,868	5,868	5,868
01.815.8030.000	Spring/Summer Programs	3,624.47	10,000	15.38	2,300	2,300	2,300	2,300
01.815.8035.000	New & Continuing Programs	5,142.15	10,000	4,516.79	9,600	9,600	9,600	9,600
01.815.8035.007	Tennis Lessons	720.00	-	-	-	-	-	-
01.815.8040.000	Tennis Program	8,597.25	6,300	5,553.73	9,025	9,025	5,515	5,515
01.815.8045.000	Swim Lessons	200.00	4,550	650.00	4,950	4,950	4,950	4,950
01.815.8050.000	Summer Concert	2,716.00	9,600	6,053.93	6,637	6,637	6,637	6,637
		70,387.58	**102,840**	**63,646.52**	**115,261**	**115,261**	**105,276**	**105,276**

810 – RECREATION ADMINISTRATION:

810-5005 - SALARY - $ 73,473

Salary $71,681
Longevity $ 1,792

810-5010 – Salary - $47,450

Recreation Assistant
Salary $47,450
Longevity = 0 (not eligible)

810-5015 SECRETARY – Full-Time Parks and Recreation - $17,424

The Parks and Recreation Department's Secretary has served both the Parks and Recreation Department with all of its committees and subcommittees for the past two fiscal years. During the fiscal year 2012-2013 the position was provided full time "shared" status, providing 18.5 hours per week to serve the needs of the Parks and Recreation Department functions and also to provide secretarial services to the Waste Water Management Department. While this arrangement has functioned far better than the arrangement that preceded it with a part time person located in our office and no part time person in the Waste Water Department, it is a time consuming task for the person responsible, as the time must be split equally, the phone rings for both entities on a regular basis and the Parks and Recreation Department functions with a Commission, Sub Committees including, a. budget sub committee, b. Friends of Ninigret Park Sub Committee and other ad hoc Sub Committees meeting throughout the year. The minutes alone for these various groups requires significant attention to detail and time. Additionally, the Waste Water Management Division requires Municipal Court presence and preparation. The Parks and Recreation Department would benefit greatly from the presence and full attention of a person in the secretarial role and service would be enhanced in the following manner: A. oversees Ninigret Park rental schedule i.e. insurance information etc., B. improved customer service on site, C. increased opportunity to serve as Parks and Recreation Department, Social Media professional, D. provides support for the Director in the writing of grants and the implementation of the use of granted dollars, E. assistance with programming as needed i.e. application data input, schedule development etc. F. provides assistance with the receipt and accounting of monies received by the Department, G. assists in the preparation of bids and presentations to various commissions i.e. Planning Department.

810-5025 RECREATION OVERTME WAGES - $1,500

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

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 related to Town Hall events, promotion etc.

810-6040 - MAINTENANCE & REPAIRS - $100
Repairs of Technical Office Equipment

810-6050 – PROFESSIONAL DEVELOPMENT - $850
Provides for professional development for two P&R Administrators to attend the Connecticut Parks and Recreation annual symposium and convention. This past year only one member of our staff was able to attend. Additionally, we need to provide training to our part-time staff members for the purpose of receiving education as to how to operate heavy machinery, technical training relative to beach operations and to send staff to educational programs relative to Parks related activities such as mosquito control seminars etc.

810-6065 - PURCHASED SERVICES - $100
Computer Training (training for assistant and or secretary), computer service, printer service. Continue with training for this fiscal year.

810-6070 – TRAVEL EXPENSE - $100

Staff travel when not using staff cars, emergencies weekends etc.

810-6075 - TOOLS & EQUIPMENT - $100
miscellaneous tools & equipment as needed i.e. computer tools

TOTAL REQUESTED BUDGET - $142,237

815 – RECREATION PROGRAMS:

815-5015 - SEASONAL WAGES/PLAYGROUND – $33,198

This line item includes seasonal wages to pay staff for the Camp Ninigret program. Also, a **Counselor in Training/Leadership Camp** will be offered to the increasing number of campers that are ages 13-15 years. The base program includes five (5) weeks with additional extended weeks optional for families seeking additional camp for their children. Extended days provide opportunities for working families to benefit from an early start to the program, 8:00AM extending to 5:00PM. The extremely successful second year position of **"Junior Counselor" provided young people with a** stipend of $500 last camp season. I have been advised to pay these Junior Counselors at a rate equal to minimum wage by the treasurer's department. Minimum wage is expected to rise to $8.00/hr. in 2014.There is an expectation of an increase in revenue, due to increases in numbers of campers enrolled in the CIT Camp/Program.

Ninigret Summer Day Camp		
Director	$15.00 x 9 x 5 days x 9 weeks	$ 6,075
	OT – at times the director must stay after 5:00 pm for children not picked up	$ 788
*OT was paid out this past year but not budgeted		
Counselors	8 counselors @ $8.50hr. x 40hrs x 5 weeks	$13,600
	4 counselors @ $8.50hr. x 40hrs x 2 weeks	$ 2,720
Junior Counselor	2 Jr. Counselors @ $8.00 x 40hrs x 5 weeks	$ 3,200
CIT Camp/Leadership Program		
Director	1 @ $13.00 x 9 x 5 days x 7 weeks	$ 4,095
Counselor	1 @ $9.00 hr. x 40 hrs. x 7 weeks	$ 2,520
CPR and First Aid Certification for all Counselors - $200 – increase due to additional staff added for CIT Camp		$ 200
		$33,198

815- RECREATION PROGRAMS (cont'd):

815-5020 – SUMMER ASSISTANT TO PARKS AND RECREATION DIRECTOR - $14,720

(Note: this line item should be spread out between three beaches and the park operation as this person remains responsible for beaches x 3 and some festival work) I recommend that this be changed to reflect the actual areas of the budget this person/s affects.) Summer Assistant serves the Director of Parks and Recreation principally at the three beach operations providing daily oversight of staff administration, financial security and accountability, scheduling and response to emergency. Additionally, the Summer Assistant represents the Parks and Recreation Department when the Parks and Recreation Director is not available at special events at the park, oversees events, secures facilities during events. This line item covers two people, one at 40 hours per week and one at 20 hours per week from May 10th – September 10th. I am requesting a pay raise for fourth year forty hour per week full-time seasonal employee given his consistency, honesty, dependability and increases to the bottom line over the past two years. Complaints under his guidance from the public and staff have decreased dramatically and continue to fall while revenues increase. The responsible work that this person is required to do on a daily basis deserves an increase in compensation.

14 weeks x 20hr/wk x $14.00/hr = $3,920.00 Summer Assistant Part –Time Seasonal, works, Monday, Tuesday, half day Wednesday as operations manager and remains accountable for daily receipts at both surf beach operations.

18 weeks (May 1st- September 15th) x 40 hr/wk x $15.00/hr = $10,800.00 Summer Assistant Full-Time Seasonal, in charge of entire operation, oversees his assistant, scheduling, management of staff, safety management, financial security and oversight. Reports to Director daily and works in conjunction with the Director.

815-8005 - CAMP NINIGRET - $13,148

Ninigret Park Playground Program. The 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.

Scholarship money for camp - $1,000	
Equipment, arts and crafts supplies/T-shirts	$ 3,000
Special events, i.e. Storyteller, Mini Golf	$ 2,500
Camp Ninigret Trips/ Trips	$ 6,000
CIT/Leadership Speakers (2) @ $150	$ 300
Frosty Drew Collaborative Program - 316 camper visits at $3 per camper	$ 948
Tent Set Up/Break Down for Camp Ninigret Park	$ 400
	$13,148

815- RECREATION PROGRAMS (cont'd):

815-8020 – BASKETBALL (YOUTH) - $9,340

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

Trophies and Plaques	$1,000
Equipment (rims, scorebooks, scoreboard lights, nets, whistles for referees baskets, 6misc)	$ 300
Uniforms (for approximately 250 children)	$1,200
Referees for Youth division	$ 800
Referees for Junior division program	$1,050
Referees for Senior division program games	$1,050
Volunteer Coach shirts	$1,440
Uniforms and whistles for Referees	$ 100
Program Coordinator - $15 x 8hrs. x 12 wks	$1,440
Hall Monitor - $10/hr. x 8 hrs. x 12 wks	$ 960
	$9,340

*Note: a portion of program costs are offset by registration fees and sponsorships from local businesses. (Recommended for enterprise fund account) **The Hall Monitor was added as a stipulation mandated by the Board of Education for facility use for an adult to oversee each program run in a Chariho school facility**.

815- RECREATION PROGRAMS (cont'd):

815-8025 –FALL/ WINTER PROGRAMS - $5,868

Harvest Festival	$ 500
Town Hall Trick or Treating	$ 200
Lit Pumpkin Trail	$ 300
New York City Bus Trip	$1,600
Holiday Tree Lighting	$ 300
Town Hall Holiday Decorations	$ 100
Bonfire	$ 300
Teen Dances – DJ ($250 x 2)/Snacks	$ 600
Friday Night Out – Teen Program- (2) Instructors @ $13/hr. x 16 wks x 3 hrs	$1,248
(1) Instructor @ $15/hr. x $16 wks. X 3 hrs	$ 720
	$5,868

***Last year's budget did not reflect any Fall programs and many of these items were taken out of new program line item last fiscal year, such as the Harvest Festival, and Teen Programs.**

815-8030 - SPRING/SUMMER PROGRAMS - $2,300

Egg Hunt	$ 500
Spring Trip – Fenway Park	$1,600
Fishing Derby	$ 200
	$2,300

815- RECREATION PROGRAMS (cont'd):

815-8035 – NEW PROGRAMS - $9,600

This line item includes new programming such as adult Pilates, Zumba, pre-school gymnastics, an instructional youth basketball clinic for coaches, sailing program, geo-cashing and nature programs. These programs are maintained to be level funded.

Pre/School Gymnastics	$ 2,600
Pilates	$ 2,600
Zumba	$ 2,600
Supplies for exercise programs	$ 500
Instructional Basketball Clinic	$ 200
Sailing Program	$ 500
Geo-cashing	$ 300
Nature Programs	$ 300
	$ 9,600

815- RECREATION PROGRAMS (cont'd):

815-8040- TENNIS PROGRAM (YOUTH) – $ 5,515

Summer		
3 hours for 3 days each	13 weeks	117 hours
Winter		
3 hours per week	39 weeks	117 hours
Each lesson – Summer		
Supervisor (1) @ $30 x 3 hrs. x 13 weeks		$ 1,170
Instructors (3) @ $15 x 3 hrs. x 13 weeks		$ 1,755
Winter		
1 hours for 1 day per week x 39 weeks		
Supervisor (1)@ $30 x 1 hrs. x 39 weeks		$ 1,170
Instructors (2) @ $15 x 1 hrs. x 39 weeks		$ 1,170
Supplies & Equipment/Prizes/Awards-nets, racquets, balls		$ 250
Total		$ 5,515

815-8045 SWIM LESSONS (YOUTH) - $4,950

Head Swim Instructor $30hr. x 3 hrs. x 9 wks.	$ 810
Swim Instructor @ Phil & Ann's (3 Instructors) - $20/hr. x 3hrs. x 9 weeks	$ 1,620
Swim Instructors at Little Ninigret Pond (3) - $20hr. x 3hrs. x 9 weeks	$ 1,620
Swim Instruction Training for Lifeguards	$ 500
Donation for Phil and Ann's Sunset Motel for usage	$ 200
Equipment	$ 200
	$ 4,950

815- RECREATION PROGRAMS (cont'd):

815-8050 SUMMER CONCERT/MOVIE SERIES UNDERWRITING - $6,637

Movie $593 for Rental of Screen
$286 for Copyright of each movie

$879 total cost for one movie
x 3 Movies
$2,637

Concerts - $1,000 per concert x 4 =$4,000
Total- $6,637

Four summer concerts to follow our successful summer series of last year. Last season our highest attendance was approaching 500 people and our lowest attendance was approximately 150 people for one of the concerts. It is our strategy to book four concerts and promoting our program through a multitude of media approaches. Movie Series will include three movies in the park. Underwriting only as these programs have been supported by the business community in the past and we have commitments already for the underwriting already.

TOTAL REQUESTED BUDGET - $105,276

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.820.5015.000	Town Beach Wages	56,466.30	65,000	46,755.11	68,586	68,586	69,930	69,930
01.820.5025.000	Town Beach O T Wages	1,172.83	1,000	2,678.68	1,200	1,200	1,200	1,200
01.820.6020.000	Town Beach Operating Supplies	917.69	1,000	991.77	1,500	1,500	1,500	1,500
01.820.6035.000	Uniforms & Training	684.33	1,000	138.00	1,000	1,000	1,000	1,000
01.820.6040.000	Maintenance & Repairs	1,292.32	1,000	215.46	1,000	1,000	1,000	1,000
01.820.6045.000	Maintenance Supplies	982.65	1,450	741.71	1,000	1,000	400	400
01.820.6060.000	Printing & Binding	759.13	875	-	875	875	875	875
01.820.6065.000	Purchased Services	3,230.47	8,825	5,298.20	9,875	9,875	10,775	10,775
01.820.6075.000	Tools/Equipment	2,206.39	1,500	863.15	1,500	1,500	1,500	1,500
01.820.6095.000	Beach Cleaning	5,400.00	6,000	3,262.50	5,000	5,000	5,000	5,000
01.820.6100.000	Property Taxes	3,594.70	3,700	3,452.56	3,700	3,700	3,700	3,700
		76,706.81	**91,350**	**64,397.14**	**95,236**	**95,236**	**96,880**	**96,880**
01.830.5015.000	Ninigret Park Wages	15,924.05	16,032	13,028.86	16,032	16,032	17,184	17,184
01.830.5025.000	Ninigret Park O T Wages	559.33	500	391.90	500	500	500	500
01.830.6020.000	Operating Supplies	1,420.57	1,300	1,297.94	1,700	1,700	1,700	1,700
01.830.6040.000	Maintenance & Repairs	1,922.03	3,200	2,143.68	3,700	3,700	1,600	1,600
01.830.6065.000	Purchased Services	8,080.69	8,150	5,200.90	16,105	16,105	13,485	13,485
01.830.6075.000	Tools/Equipment	2,175.40	2,500	741.94	1,000	1,000	1,000	1,000
		30,082.07	**31,682**	**22,805.22**	**39,037**	**39,037**	**35,469**	**35,469**
01.850.5015.000	Blue Shutters Wages	49,803.77	56,000	41,453.97	60,725	60,725	61,100	61,100
01.850.5025.000	Blue Shutters O T Wages	1,363.72	1,500	2,504.19	2,000	2,000	2,000	2,000
01.850.6020.000	Blue Shutters Operating Sup	1,072.52	800	742.15	1,000	1,000	1,000	1,000
01.850.6035.000	Uniforms & Training	750.79	750	-	700	700	700	700
01.850.6040.000	Maintenance & Repairs	345.81	500	132.47	500	500	500	500
01.850.6045.000	Maintenance Supplies	970.87	1,350	782.59	1,300	1,300	1,300	1,300
01.850.6060.000	Printing & Binding	632.12	875	-	875	875	875	875
01.850.6065.000	Purchased Services	5,717.56	8,825	5,209.30	10,655	10,655	10,475	10,475
01.850.6075.000	Tools/Equipment	1,632.32	1,000	863.12	1,100	1,100	1,100	1,100
01.850.6095.000	Beach Cleaning	6,300.00	6,000	3,262.50	5,000	6,000	6,000	6,000
		68,589.48	**77,600**	**54,950.29**	**83,855**	**84,855**	**85,050**	**85,050**

820 - CHARLESTOWN BEACH:

820-5015 - SEASONAL WAGES - $69,930

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, 2014 through June 30, 2015. This period represents a total of 83 days. It is proposed that the salary for "new" guards begins at $12.00/hour. Those guards who return from the previous year will be given a .50 per hour increase from their previous year's salary. For budgeting purposes, $12.00/hour will be used. *Note- holiday rate of pay of time +1/2 paid to lifeguards and attendants for holidays worked.

B. Beach Attendants

Two and one-half (2.5) attendants on weekdays and (3.5) attendant on weekends and holidays are required at the Charlestown Town Beach. For budgeting purposes $8.50/hour will be used.

C. Charlestown Town Beach Manager

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

Life Guards	Rate of Pay	#	Hours	# of Days	Total Pay
Weekdays	$ 12.00	5	8.00	49	$ 23,520.00
Weekends	$ 12.00	6	9.00	30	$ 19,440.00
Holidays	$ 18.00	6	9.00	4	$ 3,888.00
					$ 46,848.00

SUPPLEMENTAL INFORMATION
FY 2014-2015

Beach Attendants	Rate of Pay	#	Hours	# of Days	Total Pay
Weekdays	$ 8.50	2	8.00	49	$ 6,664.00
	$ 8.50	1	4.00	49	$ 1,666.00
Weekends	$ 8.50	3	9.00	30	$ 6,885.00
	$ 8.50	1	5.00	30	$ 1,275.00
Holidays	$ 12.75	3	9.00	4	$ 1,377.00
	$ 12.75	1	5.00	4	$ 255.00
					$ 18,122.00
Beach Manager	$ 12.00	1	8	90	$ 8,640.00
Subtotal					$ 73,610.00
Less 5% rain reduction					$ 3,680.50
Total Town Beach Wages					$ 69,929.50

820 - CHARLESTOWN BEACH (cont'd)

Note: Rain reduction of 10% in my experience of four years here in Charlestown and five years in Jamestown DOES NOT WORK. I have reduced the reduction to 5% to better reflect rain dates in the current weather cycle which seems to be moving to warmer summers with less rain.

820-5025 TOWN BEACH OVERTIME WAGES - $1,200
Lifeguards out sick, short staffed end of year.

820-6020 – OPERATING SUPPLIES - $1,500

Paper products, soaps for restrooms, supplies for pavilion restroom maintenance, office and first aid supplies for first aid room.

820-6035 – UNIFORMS & TRAINING - $1,000

Uniform reimbursement:

8 Uniform @ $50 per uniform	$ 400
Beach Manager, Beach Attendant and Supervisor	150
Lifeguard Hoodies	150
Lifeguard swimsuits	300
	$ 1,000

820-6040 - MAINTENANCE & REPAIRS - $1,000
Miscellaneous maintenance and repairs at beach as needed. Lifeguard chairs refurbished, rain garden further development, repairs to old structures on site as needed, replace plant materials yearly, mulch etc

820 - CHARLESTOWN BEACH (cont'd)

820-6045 - MAINTENANCE SUPPLIES - $400

Build wooden on site storage for AED, build storage bins on lifeguard chairs (3) $400

820-6060 - PRINTING & BINDING - $875

Printing of cottage passes	$ 150
Printing of daily receipts	$ 850
Total printing costs *	$ 1,750
(*total is divided by 2 for both beaches)	$ 875

820-6065 - PURCHASED SERVICES - $10,775

Police Detail - 5hrs/day x 35 days (weekend & holidays) @ $27/ hr & FICA	$4,725
Ocean Testing as mandated by State 4x per year @ $150 per test	$600
Medical Supplies	$300
Poland Springs	$400
Clivis Inspections	$1,000
Close facilities - plumber/wells	$2,000
Ten pump outs of urine tanks @ $175/pumping from 7/1/14 - 6/30/2015 (180 days) pre and post seasonal use of facility	$1,750
	$10,775

820 - CHARLESTOWN BEACH (cont'd)

820-6075 - TOOLS & EQUIPMENT - $1,500
Continued replacement of AED units and battery updates, two new radio and binoculars

820-6095 BEACH CLEANING SERVICES - $5,000

Twice weekly, beach cleaning services for Charlestown beach to improve safety at beach. 2013 was another complete success with consistent customer satisfaction. Reduction here during non-peak season of $1,000

820-6100 - TAXES - $3,700
Payment to South Kingstown for town-owned beach property located within South Kingstown.

TOTAL REQUESTED BUDGET- $96,880

830-NINIGRET PARK

830-5015 - SEASONAL WAGES - $17,184

A. Lifeguards

This line will cover expenses for the period of July 1, 2014 through June 30, 2015. This period represents a total of 83 days. It is proposed that the salary for "new" guards begins at $12.00/hour. Those guards who return from the previous year will be given a .50 per hour increase from their previous year's salary. For budgeting purposes $12.00/hour will be used. *Note- holiday rate of pay = time +1/2 paid to lifeguards.

Lifeguards	Rate of Pay	#	Hours	# of Days	Total Pay
Weekdays	$ 12.00	2	8.00	49	$ 9,408.00
Weekends	$ 12.00	2	9.00	30	$ 6,480.00
Holidays	$ 18.00	2	9.00	4	$ 1,296.00
					$ 17,184.00

Please note: There is no deduction for rain due to the fact that guards usually remain on duty for camp related lifeguard safety duties, picnic and other small gatherings which often occur during inclement weather.

830-5025 NINIGRET PARK OVERTIME WAGES - $500

Lifeguards out sick, short staffed end of year, Rhythm and Roots Festival requiring guards during festival.

830-NINIGRET PARK (con't)

830-6020 - OPERATING SUPPLIES - $1,700

With fifty percent of the year in the rear view mirror we are at 16% of the budget with the entire preseason ahead of us, which represents 19 days and stock up for emergency supplies a necessity. The $1,700 requested is a more reflective number of actual expected expenditures. Ninigret receives greater use than ever and the two restroom facilities require these expenditures.

Restroom supplies (toilet paper, paper towels, etc.)	$ 900
Cleaning supplies (floor cleaner, disinfectants,	$ 800
	$ 1,700

830-6040 - MAINTENANCE & REPAIRS - $1,600

Miscellaneous maintenance and repairs to facilities and buildings/grounds as needed,	$ 1,000
add chips to playground area play surface, yearly maintenance	$ 600
	$ 1,600

830-NINIGRET PARK (con't)

830-6065 - PURCHASED SERVICES - $16,105

Close facility (plumber/well expert)	$2,000
Porta Rental $125/mo x 25 months Kimball 5/14-9/14,Playground 9/14-5/15, Dog Park/Disc Course year round service, Note: if grant dollars come through, fee applied to cleaning/maintenance of new composting toilet units.	$3,125
Bi-Weekly Coliform Test - 20 tests @ $70.00 per test	$1,400
Communications system annual maintenance for existing radios, use with camp counselors	$250
radios and new charger at beach facility for lifeguards safety	$550
Cleaning - Restrooms ($720/month x 6months)	$4,320
Poland Springs	$400
Pest Control ($120/mo x 12 months)	$1,440
Miscellaneous services as needed, i.e. lock shop, plumbing, electrical	$1,000
Dumpster 10 yard 5/14-10/15 6 months x $270	$1,620
Total:	$16,105

830-6075 - TOOLS & EQUIPMENT - $1,000

AED Battery service contract, replace pads etc.	$ 500
windscreens tennis courts throughout	$ 500
Total	$ 1,000

TOTAL REQUESTED BUDGET- $35,469

850 – BLUE SHUTTERS BEACH:

850-5015 - SEASONAL WAGES - $61,100

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, 2014 through June 30, 2015, a period of 83 days. It is proposed that the salary for "new" guards begins at $12/hour. Those guards who return from the previous year will be given a .50 per hour increase from their previous year's salary. For budgeting purposes, $12.00/hour will be used. Note - holiday rate of pay = time +1/2 paid for lifeguards.

B. Beach Attendants

Two full-time and two half-time attendants on weekdays and three full-time and two half-time attendants on weekends and holidays are required at the Blue Shutters Beach. For budgeting purposes $8.50/hour will be used.

C. Blue Shutters Beach Manager

The beach manager is responsible for daily collection, accounting, scheduling, deposits, and overall operation of the facility. This line item is also used for the training of staffing of all positions.

Lifeguards	Rate of Pay	#	Hours	# of Days	Total Pay
Weekdays	$ 12.00	4	8.00	49	$ 18,816.00
Weekends	$ 12.00	4	9.00	30	$ 12,960.00
Holidays	$ 18.00	4	9.00	4	$ 2,592.00
					$ 34,368.00

850 – BLUE SHUTTERS BEACH (cont'd)

Beach Attendants	Rate of Pay	#	Hours	# of Days	Total Pay
Weekdays	$ 8.50	2	8.00	49	$ 6,664.00
	$ 8.50	2	4.00	49	$ 3,332.00
Weekends/Holidays	$ 8.50	3	9.00	30	$ 6,885.00
	$ 8.50	2	5.00	30	$ 2,550.00
Weekends/Holidays	$ 12.75	3	9.00	4	$ 1,377.00
	$ 12.75	2	5.00	4	$ 510.00
					$ 21,318.00
Beach Manager	$ 12.00	1	8.00	90	$ 8 ,640.00
Subtotal					$ 64,326.00
Less 5% rain reduction					$ 3,216.00
Total Blue Shutters Wages					$ 61,110.00

850 – BLUE SHUTTERS BEACH (cont'd)

850-5025 BLUE SHUTTERS OVERTIME WAGES - $2,000
Lifeguards out sick, short staffed end of year issues.

850-6020 – OPERATING SUPPLIES - $1,000
Paper products, soaps for restrooms, cleaning supplies, foaming product for Clivus composting toilets, at pavilion office space requires supplies and new first aid room, replacement flag/s, miscellaneous.

850-6035 - UNIFORMS-LIFEGUARDS AND STAFF - $700
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

850-6040 - MAINTENANCE & REPAIRS – $500
Repairs to structures on site as needed, replace plant materials yearly, mulch etc. Replace tree on dune as per CRMC permit request, 2013-2014. Purchase sawdust for composting toilet units yearly.

850-6045 - MAINTENANCE SUPPLIES - $1,300

Replace signage as is necessary,	$ 500
Cleaning supplies, power washer detergent, paper products, foaming Composting toilet detergent supplies	$ 800
	$ 1,300

850 – BLUE SHUTTERS BEACH (cont'd)

850-6060 - PRINTING & BINDING - $875

Printing of cottage passes	$ 150
Printing of daily receipts	$ 850
Total printing costs *	$ 1,750
(*total is divided by 2 for both beaches)	$ 875

850-6065 – PURCHASED SERVICES - $10,475

Police Detail - 5hrs/day x 35 days (weekend & holidays) @ $27/ hr & FICA	$4,725
Ocean Testing as mandated by State 2x per year @ $150 per test	$300
Medical Supplies	$300
Poland Springs	$400
Clivis Inspections	$1,000
Close facilities - plumber/wells	$2,000
Ten pump outs of urine tanks @ $175/pumping from 7/1/14 - 6/30/2015 (180 days) pre and post seasonal use of facility	$1,750
	$10,475

850-6075 - TOOLS & EQUIPMENT - $1,100

Bench for upper land at Beach Pavilion	$ 700
Replace pads for AED, service contract	$ 400
	$ 1,100

850 – BLUE SHUTTERS BEACH (cont'd)

850-6095 - BEACH CLEANING - $6,000
Reduction of $1,000 to accommodate for other needs listed above.

TOTAL REQUESTED BUDGET - Total: $85,050

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.900.9005.000	Open Space 2013 Principal	-	-	5,000.00	100,000	100,000	195,000	195,000
01.900.9006.000	Beach Pavilion Principal	-	115,000	43,470.32	43,470	43,470	43,470	43,470
01.900.9007.000	Affordable Housing 2013 Principal	-	50,000	36,529.68	36,530	36,530	36,530	36,530
01.900.9021.000	Open Space Bond Principle 3M	150,000.00	170,000	-	160,000	160,000	160,000	160,000
01.900.9022.000	Bond Issuance Cost	1,000.00	30,000	(11,943.57)	30,000	30,000	-	-
01.900.9023.000	USDA Rural Dev. Principal 3M	35,121.76	-	-	-	-	-	-
01.900.9026.000	Open Space Interest 3M	70,387.50	34,700	45,934.58	35,600	35,600	35,600	35,600
01.900.9028.000	USDA Rural Dev. Interest 3M	127,928.24	120,031	120,463.14	-	-	-	-
01.900.9029.000	Affordable Housing Interest	-	34,700	12,140.79	33,516	33,516	33,516	33,516
01.900.9031.000	Open Space 2013 Interest	-	-	-	66,000	66,000	34,147	34,147
01.900.9032.000	Beach Pavilion Interest	-	25,300	14,447.55	39,884	39,884	39,884	39,884
01.900.9050.000	Ambulance L/P Amb Corp (2012)	35,802.46	37,064	-	35,805	35,805	35,805	35,805
01.900.9080.000	John Deere Tractor 2012	-	23,706	23,706.28	23,706	23,706	23,706	23,706
01.900.9085.000	Debt Service Fees On Bonds	350.00	-	-	-	-	-	-
01.900.9096.000	DPW Heavy Duty Dump Truck	-	-	-	21,100	21,100	21,100	21,100
01.900.9098.000	DPW F-350 HD (5YR L/P)	-	-	-	8,600	8,600	8,600	8,600
01.900.9099.000	Police - Laptop Computers	-	15,766	15,765.84	15,766	15,766	15,766	15,766
01.900.9101.000	DPW New Brush Cutter & Vacuum Sweeper (2015)	46,150.61	46,151	46,150.61	46,151	46,151	46,151	46,151
01.900.9102.000	DPW Heavy Duty/Dump 2010	24,056.49	24,056	24,056.49	-	-	-	-
01.900.9104.000	Police Ford F-150 PU	6,903.55	6,904	6,903.55	6,904	6,904	6,904	6,904
01.900.9105.000	DPW Heavy Duty Dump 2011	17,836.37	17,836	17,836.37	17,836	17,836	17,836	17,836
01.900.9107.000	Retire Police Station Debt	-	2,807,728	2,807,728.04	-	-	-	-
		515,536.98	**3,558,942**	**3,208,189.67**	**720,868**	**720,868**	**754,015**	**754,015**
01.920.5005.000	In Lieu Health Insurance	10,208.65	15,000	4,999.80	15,000	15,000	10,000	10,000
01.920.5010.000	Town Funded Retiree Pensions	9,421.88	4,800	4,105.75	9,000	9,000	9,500	9,500
01.920.9205.000	FICA Tax	295,937.45	325,500	166,089.00	339,350	339,350	339,350	339,350
01.920.9210.000	Health Insurance	956,892.49	950,000	429,248.79	997,500	997,500	960,000	960,000
01.920.9210.008	OPEB Trust Fee	18,253.83	20,000	12,405.61	28,000	28,000	28,000	28,000
01.920.9215.000	Delta Dental	60,325.80	63,500	30,551.51	66,675	66,675	60,000	60,000
01.920.9220.000	Life Insurance	13,708.94	14,000	6,158.28	14,420	14,420	14,420	14,420
01.920.9225.000	Employer Pension Contr (RIERS)	478,003.20	525,000	244,524.80	615,250	615,250	615,250	615,250
01.920.9240.000	Unemployment Expenses	20,438.48	15,000	12,400.00	15,000	15,000	15,000	15,000
01.920.9250.000	Employee Asst Program	1,500.00	1,500	1,536.00	1,500	1,500	1,500	1,500
01.920.9260.000	Vacation Buyout	-	-	-	17,100	17,100	19,300	19,300
		1,864,690.72	**1,934,300**	**912,019.54**	**2,118,795**	**2,118,795**	**2,072,320**	**2,072,320**

900 - DEBT SERVICE:

900-9005 – $2M OPEN SPACE BOND 2015 PRINCIPAL - $195,000
Principal payment on Open Space Bonds to be issued in spring 2014. Authority given in fiscal year 2004 for $2 million. The bond will be payable from 2014 to 2024.

900-9006 – $1.19M BEACH PAVILION BOND 2015 PRINCIPAL - $43,470
Principal payment on 20 year bond for Beach Pavilions. Authority given in fiscal year 2011 for $1.19 million. The bond will be payable from 2014 to 2033

900-9007 – $1M AFFORDABLE HOUSING BOND 2015 PRINCIPAL - $36,530
Principal payment on 20 year bond for Affordable Housing. Authority given in fiscal year 2006 for $1 million. The bond will be payable from 2014 to 2033.

900-9021 – $3M OPEN SPACE BOND PRINCIPAL - $160,000
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.

900-9026 – $3M OPEN SPACE BOND INTEREST - $35,600
Open space bond interest payable for fiscal year 2015.

900-9029 – $1M AFFORDABLE HOUSING INTEREST - $33,516
Affordable Housing bond interest payable for fiscal year 2015.

900-9031 – $2M OPEN SPACE INTEREST - $34,147
Open space bond interest payable for fiscal year 2015.

900 - DEBT SERVICE (cont'd):

900-9032 – $1.19M BEACH PAVILION INTEREST - $39,884
Beach Pavilions bond interest payable for fiscal year 2015.

900-9050 – AMBULANCE - 2012 (5 YR) - $35,805
Annual payment on a five-year lease purchase for an ambulance for Rescue. FY2016 is final year of lease.

900-9080 – DPW John Deere Tractor (5YR L/P) - $23,706
Annual lease payment for new tractor. FY2017 is final year of lease

900-9096 – DPW HEAVY DUTY DUMP TRUCK - $21,100
Annual payment on a seven year lease for purchase of a Heavy Duty Dump Truck. FY2019 is the final year of the lease.

900-9098 – DPW HEAVY DUTY F-350 - $8,600
Annual lease payment on a 7 year lease to purchase a heavy duty F-350. FY2017 is final year of lease

900-9099 – Police Laptops (3YR L/P) - $15,766
Annual lease payment for new tractor. FY2015 is final year of lease

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

900 - DEBT SERVICE (cont'd):

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.

900-9105 DPW HEAVY DUTY/DUMP TRUCK (7YR L/P) - $17,836
Annual lease payment for new International Dump Truck. FY2017 is final year of lease.

TOTAL REQUESTED BUDGET - $754,015

920 - EMPLOYEE BENEFITS:

920-5005 - IN LIEU OF HEALTH INSURANCE - $10,000
Employee option payment for non-participation in health coverage. Currently includes three municipal employee, and one CPMA member.

920-5010 - RETIREES' SALARIES - $9,500
Covers one employee and the spouse of an employee who retired with Town pensions prior to the Town's participation in State system.
1 @ $ $9,421 per year (increases @ 3% each July – spouse of former Chief of Police).

920-9205 - FICA TAX EXPENSE - $339,350
Calculated @ 7.65% of estimated total payroll.

920-9210 - HEALTH INSURANCE - $960,000
The health insurance calculation is funded with a projected rate increase of 1.4% over the current year actual costs for all employees. In FY 2009, the Town became a member of the Governmental Health Group of Rhode Island. This group provides health insurance to approximately 30 Rhode Island cities, towns and school districts on a self-funded basis. 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. Employees hired after 7/1/2009 are required to co-pay 20%. All full-time members of the Fraternal Order of Police Lodge 40 contract are required to co-pay 20% of their health insurance premium as of 6/20/2012. Retirees covered with health benefits with no co-pay include 7 former municipal employees and 8 former police officers. Of these, 8 individuals are 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 - $28,000

920-9215 - DENTAL INSURANCE - $60,000
Dental premiums for all full-time employees and two retirees @ an decrease of 6%over the 13/14 rates.

920 - EMPLOYEE BENEFITS (cont'd):

920-9220 - LIFE INSURANCE - $14,420
Premiums for insurance coverage per Union and Municipal Management Agreements.

920-9225 - RETIREMENT - $615,250
Cost to the Town for participation in the Rhode Island Employees' Retirement System for municipal and police personnel. FY 2015 municipal rate calculated @ 10.12% police rate calculated @ 24.41 %, for the Defined Benefit plan and a rate of 1% for municipal for the Defined Contribution Plan.

920-9240 - UNEMPLOYMENT - $15,000
Costs incurred by the Town for seasonal employees' unemployment benefits and severed employees.

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

920-9260 – VACATION BUYOUT - $19,300
CPMA agreement allows the buyout of one week of vacation in December.

TOTAL REQUESTED BUDGET $2,072,320

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.940.9435.000	Auditing Service	49,348.00	40,000	24,990.00	45,000	45,000	40,000	40,000
01.940.9440.000	Town Solicitor	123,300.00	120,600	45,500.00	120,600	120,600	120,600	120,600
01.940.9445.000	Special Service/Legal	22,529.50	80,000	2,435.00	80,000	80,000	80,000	80,000
01.940.9445.001	Special Services Legal/NIT	27,140.81	-	11,899.00	-	-	-	-
01.940.9450.000	Miscellaneous Legal	73,532.05	100,000	-	100,000	100,000	100,000	100,000
01.940.9460.000	Whalerock Legal Assistance	19,708.25	-	29,158.22	-	-	-	-
		315,558.61	**340,600**	**113,982.22**	**345,600**	**345,600**	**340,600**	**340,600**
01.950.9550.000	Town Insurance	181,656.87	200,733	199,709.75	205,000	205,000	205,000	205,000
		181,656.87	**200,733**	**199,709.75**	**205,000**	**205,000**	**205,000**	**205,000**
01.960.9625.000	Council Contingency Fund	9,219.26	15,000	36,184.18	15,000	15,000	19,000	19,000
		9,219.26	**15,000**	**36,184.18**	**15,000**	**15,000**	**19,000**	**19,000**

SUPPLEMENTAL INFORMATION
FY2014 – 2015

940 - PROFESSIONAL SERVICES:

940-9435 – AUDITING SERVICE - $40,000
Estimated cost for preparation of annual audit and side fund trial balances for fiscal year ending June 30, 2015. The annual fee is based on the annual cost for FY2014. Additional costs incurred during the audit is estimated based on historical costs. Sealed bids will be solicited for the Fiscal years ending 2015, 2016 and 2017.

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 - $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

TOTAL REQUESTED BUDGET - $340,600

950 - TOWN INSURANCE:

950-9550 – TOWN INSURANCE - $205,000

Premiums for property, liability and worker's compensation coverage. Liability insurance maintained at $5 million for budget year 2015.

TOTAL REQUESTED BUDGET $205,000

960 – COUNCIL CONTINGENCY:

960-9625 – TOWN COUNCIL CONTINGENCY - $19,000

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

TOTAL REQUESTED BUDGET $19,000

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.990.9100.000	Capital Leases	149,830.66	-	-	-	-	-	-
01.990.9901.000	Police Cruisers	-	63,090	59,031.34	65,000	65,000	65,000	65,000
01.990.9902.000	Police Admin Car	-	24,174	22,086.00	-	-	-	-
01.990.9903.000	Police Duty Weapon Replacement	-	-	-	8,651	8,651	8,651	8,651
01.990.9904.000	Police Bullet Proof Vests	-	16,000	-	-	-	-	-
01.990.9905.000	Police Fleet Mobile Radios (23)	-	-	-	48,438	48,438	48,438	48,438
01.990.9906.000	Police Motorola Portable Radios	-	30,723	30,722.48	-	-	-	-
01.990.9907.000	DPW Lawn Mower	-	-	-	7,089	7,089	7,089	7,089
01.990.9908.000	Police Shed	-	-	-	5,000	5,000	5,000	5,000
01.990.9909.000	IT - File Server	-	50,000	21,667.17	-	-	-	-
01.990.9910.000	DPW Highway Sander	-	-	-	13,500	13,500	13,500	13,500
01.990.9914.000	DPW Klondike Rd Improvements	(8,385.00)	-	-	-	-	-	-
01.990.9916.000	DPW Heavy Duty Dump/Plow L/P11	-	11,320	-	-	-	-	-
01.990.9917.000	GIS - 44in Plotter	7,329.65	-	-	-	-	-	-
01.990.9918.000	Insulation Maintance Garage - Senior Ctr	-	-	-	6,500	6,500	-	-
01.990.9921.000	Composting Toilets @Beaches	-	-	-	120,000	120,000	-	-
01.990.9923.000	Rec Mud Cove Improvements	5,649.55	-	(3,757.59)	-	-	-	-
01.990.9924.000	Generator - Senior Center	-	-	-	40,000	40,000	-	-
01.990.9925.000	DPW Asphalt Roller	6,637.39	-	-	-	-	-	-
01.990.9930.000	ACO Quarantine/Isolation Unit	-	-	-	45,000	45,000	45,000	45,000
01.990.9932.000	DPW Beach Maintenance & Repair	-	-	-	10,000	10,000	-	-
01.990.9933.000	DPW Open Top Container for CRCC	-	-	-	7,900	7,900	7,900	7,900
01.990.9937.000	CRCC Loader Refurbish	-	10,000	-	-	-	-	-
01.990.9939.000	Sr. Ctr. Solar Lights	-	19,500	-	-	-	-	-
01.990.9940.000	DPW Old Ninigret Tennis Court Reconstruction	-	-	-	221,543	260,000	-	-
01.990.9941.000	Ninigret Bathroom Retrofit	-	30,000	-	-	-	15,000	15,000
01.990.9942.000	T2300 MFP	-	10,574	7,695.00	-	-	-	-
01.990.9949.000	Landfill Monitoring	-	-	-	12,000	12,000	-	-
01.990.9952.000	Dark Sky Compliant Lights	-	-	-	30,000	30,000	30,000	30,000
01.990.9957.000	Stormwater Discharge Elimination	1,263.19	-	-	300,000	300,000	300,000	300,000
01.990.9958.000	Dpw 20 Field Mower	10,159.20	-	-	-	-	-	-
01.990.9961.000	DPW Asphalt Resurfacing	108,749.10	109,260	-	109,260	109,260	110,000	110,000
01.990.9964.000	DPW Dump Truck With Plow (7 Yr L/P)	-	17,795	-	-	-	-	-
01.990.9966.000	REC - Backhoe	-	-	-	40,000	40,000	-	-
01.990.9967.000	REC - Sign at Blue Shutters				8,000	8,000	-	-
01.990.9970.000	ESCO Upgrades	102,437.82	-	-	-	-	-	-
01.990.9971.000	EMA Vehicle	35,500.00	-	-	-	-	-	-
01.990.9972.000	Police Computer Upgrades	20,359.58	-	-	-	-	-	-
01.990.9973.000	Police Vehicle Laptops	15,765.84	-	-	-	-	-	-
01.990.9976.000	DPW Mobil Brush Cutting Tractor (7 Yr L/P)	14,910.00	-	-	-	-	-	-
01.990.9983.000	REC Disc Golf Course	-	5,000	1,855.00	-	-	-	-
01.990.9985.000	EMA Hurricane Protection - Police Station						40,000	40,000
01.990.9986.000	EMA Portable Radio and Vehicle Repeater						5,000	5,000
01.990.9990.000	REC GMC Box Van						32,000	32,000
01.990.9994.000	DPW Small Dump Truck Parks & Grounds						71,000	71,000
		470,206.98	**397,436**	**139,299.40**	**1,097,881**	**1,136,338**	**803,578**	**803,578**

TOWN OF CHARLESTOWN
Five Year Capital Improvement Plan
General Worksheet
FY 2014 - FY 2018

Department	Description	FY2015	FY2016	FY2017	FY2018	FY2019
Public Works	Dump Truck w/plow, frame & plow controls		19,085	19,085	19,085	19,085
	Small Dump Truck 1-ton			14,070	14,070	14,070
	4WDPickup		6,937	6,937	6,937	6,937
	Vacuum Sweeper		27,585	27,585	27,585	27,585
	Backhoe Loader			18,509	18,509	18,509
	Highway Sander	13,500				
	Snow Plow				9,500	
	Brush chipper		68,355			
	Mobile Brush Cutting Tractor				15,414	15,414
	Large Area Field Mower			49,000		
	Med-Area Field Mower			5,200	5,200	5,200
	2 Med. H-D Mowers			42,800		
	Tow-Behind Mower for CRCC				15,000	
	Asphalt Resurfacing	110,000	109,260	109,260	109,260	109,260
	Crack Sealing Kettle			37,500		
	Burdickville Rd Survey & Engineering		111,180			
	Burdickville Rd Construction (*Bonded)			1,040,400		
	Old Mill Rd Survey & Engineering				117,300	
	Old Mill Rd Construction (*Bonded)					1,006,740
	Landfill Assessment Monitoring		12,000	12,000	12,000	12,000
	Replacement Waste Compactor				24,500	
	CRCC Loader Tires (replacement)			12,000		
	CRCC Loader Refurbish					15,000
	Open Top Container for CRCC	7,900				
	Enclosed Building - Ninigret Park		28,350	28,350	28,350	28,350
	Old Ninigret Tennis Ct Reconstruction					
	Blue Shutters/Town Beach Maintenance & Repair		10,000	10,000	10,000	10,000
	Mosquito Magnet Trap		640			
	Town Hall Painting & Maintenance		21,000			
	Stormwater Discharge Elimination Project	300,000				
	Small Dump Truck - Parks & Grounds	71,000				
	Dark Sky Compliant Lighting	30,000				
	Sub-total	532,400	414,392	1,432,696	432,710	1,288,150

Department	Description	FY2015	FY2016	FY2017	FY2018	FY2019
Parks and Recreation	Composting Toilets - Ninigret Park		360,000			
	Composting Toilets - Blue Shutters & Town Beach					
	Composting Toilet Retrofit - Mud Cove		30,000			
	Generator - Senior Center					
	Backhoe					
	Insulation of Maintenance Garage - Senior Center					
	Stove & Dishwasher - Senior Center			10,000		
	Portable Electric Sign - Town Beach		8,000			
	GMC Box Van	32,000				
	Ninigret Bathroom Retrofit	15,000				
	Portable Electric Sign - Blue Shutters					
	Sub-total	47,000	398,000	10,000	-	-
Police	Fleet Mobile Radios (23)	48,438	-	-	-	-
	Police Cruisers	65,000	90,000	70,000	95,000	73,000
	Lawn Mower	7,089				
	Pistols	8,651				
	Storage Shed	5,000				
	Sub-total	134,178	90,000	70,000	95,000	73,000
Animal Control	Quarantine/Isolation Unit	45,000				
	Sub-total	45,000	-	-	-	-
GIS	Desktop Computer				7,000	
	Trimble GEO XH					10,000
	Sub-total	-	-	-	7,000	10,000
EMA	**Hurricane Protection -Police Station**	40,000				
	Portable Radio and Vehicle Repeater	5,000				
	Sub-total	45,000	-	-	-	-
	Grand Total	803,578	902,392	1,512,696	527,710	1,361,150

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
01.995.8930.000	Transfer In - Landfill Closure Fund	(3,727.90)	-	-	-	-	-	-
01.995.8940.000	Transfer In - Impact Fees	(50,000.00)	-	(50,000.00)	-	-	-	-
01.995.8945.000	Transfer In - Police Bike Unit Training	(884.03)	-	-	-	-	-	-
01.995.8980.000	Transfer In - Police Building Fund	(9,409.72)	-	-	-	-	-	-
01.995.9915.000	Revaluation	50,000.00	55,000	55,000.00	65,000	65,000	65,000	65,000
01.995.9916.000	File Server Replacement	50,000.00	-	-	-	-	-	-
01.995.9926.000	Webbed Based GIS	8,000.00	-	-	-	-	-	-
01.995.9927.000	Storm Water Discharge Elimination	48,700.00	-	-	-	-	-	-
01.995.9947.000	Comprehensive Plan Update	-	20,000	20,000.00	35,000	35,000	35,000	35,000
01.995.9960.000	CRCC Enterprise Transfer	5,000.00	-	-	15,000	15,000	15,000	15,000
01.995.9965.000	Employee Severance Benefit	150,000.00	125,000	125,000.00	125,000	125,000	150,000	150,000
01.995.9970.000	Municipal Planning	-	10,000	10,000.00	-	-	-	-
01.995.9981.000	Transfer to Ninigret Park Master Plan	15,000.00	-	-	-	-	-	-
01.995.9982.000	Transfer to Klondike Rd	650,000.00	800,000	828,131.89	-	-	-	-
01.995.9985.000	Transfer to Pond & Beach Preservation	175,000.00	175,000	175,000.00	175,000	175,000	250,000	250,000
01.995.9990.000	Health Care Rsv Fund (OPEB's)	346,000.00	346,000	346,000.00	350,000	400,000	400,000	400,000
01.995.9993.000	Transfer to Legal Reserve	-	226,500	226,500.00	64,400	64,400	64,400	64,400
01.995.9994.000	DPW Salt/Sand Equipment Shed	28,140.94	-	-	-	-	-	-
01.995.9995.000	Transfer to Buckeye Brook	6,512.46	-	-	-	-	-	-
01.995.9999.000	Town Capital Maintenance Fund	25,000.00	25,000	25,000.00	25,000	50,000	100,000	100,000
01.999.9100.000	Capital Expenditures	-	-	-	-	-	-	-
01.999.9999.000	Proceeds from Capital Leases	(148,298.00)	-	-	-	-	-	-
		1,345,033.75	**1,782,500**	**1,760,631.89**	**854,400**	**929,400**	**1,079,400**	**1,079,400**
		$ 25,354,661.12	**$ 29,358,165**	**$ 16,537,995.96**	**$ 26,956,262**	**$ 26,777,196**	**$ 26,486,145**	**$ 26,486,145**

SUPPLEMENTAL INFORMATION
FY2013 - 2014

995 -TRANSFERS OUT:

995-9915 - TAX ASSESSOR - REVALUATION - $65,000

To continue to set aside funds that will be needed to complete future Full and Statistical Revaluations in 2016, 2019 and 2022.

Historical Revaluation Contract Costs:

	Contract Cost	+	Internal Materials Costs	=	Total Reval Cost	Parcel Count +-	Cost /Parcel
2013 Town-wide Revaluation	$275,000.00		$8,000.00		$283,000.00	6,400	$44.22
(NOTE: Assessor's Office assisting with limited data input)							
2010 Statistical Revaluation	$99,200.00		$500.00		$99,700.00	6,400	$15.58
(NOTE: Assessor's Office assisting with data input)							
2007 Statistical Revaluation	$130,600.00		$1,000.00		$131,600.00	6,400	$20.56
(NOTE: Assessor's Office had added employees from Vision Appraisal to assist with some data input)							
2004 Full Town-wide Revaluation	$170,000.00		$10,000.00		$180,000.00	6,400	$28.13
(NOTE: Assessor's Office had added employees to assist with data collection and input)							
2001 Statistical Revaluation	$230,600.00		$11,000.00		$241,600.00	6,300	$38.35
(NOTE: Assessor's Office offered no assistance with data collection nor input)							

Full Town-wide Revaluations are being bid at approximately $45.00 to $60.00 per parcel, and a Statistical Revaluation at $20.00 to $35.00 per parcel, with no internal Assessor's office assistance. The current Rhode Island General Laws require tri-annual revaluations, however there have been many bills being introduced into the Legislator to change this to a five-year design with one statistical and one full revaluation in a ten year cycle.

Under the current laws, a realistic annual budget for the State mandated revaluation process is as follows:

Budget Request:

Budget amount for FY 2014-2015 = $ 65,000.00
Budget amount for FY 2015-2016 = $ 65,000.00
Budget amount for FY 2016-2017 = $ 65,000.00

995 – TRANSFEFRS OUT (cont.)

995-9947 – Comprehensive Planning - $35,000

This fund currently contains $30,211 for the purpose of the required updating to the Town's Comprehensive Plan. The town is conducting a statistical update of the current 2006 5-Year Update of the plan, as required by the State. The Town will be required to conduct a complete rewrite of the Comprehensive Plan to comply with the new State Law by June of 2016. The Planning Department will lead that rewrite with the Planning Commission. It will require the hiring of a consultant and a tremendous amount of community outreach and participation. The total cost is anticipated to be $65,000. An additional $35,000 in funding is being requested to provide the funding necessary to complete this project.

995-9960 – CRCC SUBSIDY - $15,000

Transfer to offset operating expenditures and capital improvements at the collection center.

995-9965 – EMPLOYEE SEVERANCE BENEFIT FUND - $150,000

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 06/30/13 at 246,934.

995-9985 – Pond & Beach Preservation - $250,000

Funds to support projects that will improve the water quality of the three coastal salt ponds. Fund balance at 06/30/13 at $350,000.

995-9990 – HEALTH CARE RESERVE FUND - $400,000

Funding of other post-employment benefit liability for retiree healthcare estimated as of 7/1/12 at $5.857 million. Fund balance at 06/30/13 at $2,432,778.

995-9993 – TRANSFER TO LEGAL RESERVE - $64,400

995-9999 – TOWN CAPITAL MAINTENANCE FUND - $100,000

Funds for town-wide capital maintenance, projects and renovations. Fund balance at 06/30/12 at $115,736.

TOTAL REQUESTED BUDGET - $854,400

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
05.000.3520.000	Interest Income	$188.73	$100.00	$89.77	$100.00	$100.00	$100.00	$100.00
05.000.3530.000	Bag Tag Revenue	47,840.00	62,888.00	25,861.00	60,000.00	60,000.00	60,000.00	60,000.00
05.000.3540.000	General CRCC Revenue	70,065.85	90,000.00	33,228.78	90,000.00	90,000.00	90,000.00	90,000.00
05.000.3543.000	Recyclable Revenue	9,885.94	14,163.00	7,124.30	7,100.00	7,100.00	7,100.00	7,100.00
05.000.3550.000	Unclassified Revenue	76.20	-	114.00	-	-	-	-
05.000.3560.000	General Fund Subsidy	5,000.00	-	-	15,000.00	15,000.00	15,000.00	15,000.00
05.000.3565.000	CRCC Permits	31,690.00	37,000.00	7,080.00	37,000.00	37,000.00	37,000.00	37,000.00
05.000.3575.000	Retained Earnings Transfer	-	25,000.00	-	12,134.00	10,799.00	10,799.00	10,799.00
	Total	**$164,746.72**	**$229,151.00**	**$73,497.85**	**$221,334.00**	**$219,999.00**	**$219,999.00**	**$219,999.00**
05.000.5010.000	CRCC Wages	59,669.26	59,166.00	26,282.99	60,805.00	60,805.00	60,805.00	60,805.00
05.000.5015.000	CRCC Seasonal Wages	8,883.20	10,800.00	7,072.00	10,800.00	10,800.00	10,800.00	10,800.00
05.000.5025.000	CRCC Overtime Wages	886.09	2,000.00	650.00	2,000.00	2,000.00	2,000.00	2,000.00
05.000.5025.003	DPW CRCC OT Wages	2,997.13	-	-	-	-	-	-
05.000.6020.000	Operating Supplies	3,546.11	3,500.00	1,299.85	3,500.00	3,500.00	3,500.00	3,500.00
05.000.6040.000	Maintenance & Repairs	12,073.67	15,000.00	3,987.67	7,200.00	7,200.00	7,200.00	7,200.00
05.000.6045.000	Uniforms, Boots, Safety Items	837.26	1,250.00	488.85	1,250.00	1,250.00	1,250.00	1,250.00
05.000.6046.000	Utilities	16,671.78	13,000.00	6,103.21	13,000.00	16,500.00	16,500.00	16,500.00
05.000.6050.000	CRCC Licensing	3,800.00	1,000.00	(2,800.00)	3,000.00	3,000.00	3,000.00	3,000.00
05.000.6055.000	Waste Management	39,554.44	44,500.00	13,848.39	44,500.00	44,500.00	44,500.00	44,500.00
05.000.6060.000	Waste Management Recycle	20,400.00	17,500.00	7,778.40	17,500.00	17,500.00	17,500.00	17,500.00
05.000.6075.000	Tools & Equipment	1,677.87	800.00	226.87	800.00	800.00	800.00	800.00
05.000.9205.000	FICA Tax	5,318.78	5,505.00	2,403.60	5,478.00	5,478.00	5,478.00	5,478.00
05.000.9210.000	Health Insurance	21,683.28	22,487.00	8,890.95	22,500.00	22,500.00	22,500.00	22,500.00
05.000.9215.000	Dental Insurance	1,539.00	1,398.00	627.70	1,400.00	1,400.00	1,400.00	1,400.00
05.000.9220.000	Life Insurance	319.02	315.00	116.35	250.00	250.00	250.00	250.00
05.000.9225.000	Employer Pension Contr (RIERS)	6,605.37	6,798.00	2,774.13	6,986.00	6,986.00	6,986.00	6,986.00
05.000.9950.000	Waste Compactor 5YR LP	-	4,835.00	-	4,835.00	-	-	-
05.000.9952.000	Roll Off Container 5YR LP	-	1,930.00	-	1,930.00	1,930.00	1,930.00	1,930.00
05.000.9990.000	Bad Debt Expense	3,000.00	-	-	-	-	-	-
05.000.9996.000	Workers Comp Insurance	1,844.36	2,367.00	847.22	2,600.00	2,600.00	2,600.00	2,600.00
05.000.9999.000	Depreciation	11,147.30	15,000.00	-	11,000.00	11,000.00	11,000.00	11,000.00
	Total	**$ 222,453.92**	**$ 229,151.00**	**$ 80,598.18**	**$ 221,334.00**	**$ 219,999.00**	**$ 219,999.00**	**$ 219,999.00**

Net Loss	**$ 57,707.20**

CHARLESTOWN RESIDENTIAL COLLECTION CENTER (CRCC)
SUPPLEMENTAL INFORMATION
FY2014-2015

NOTE: THIS FACILITY OPERATES AS AN ENTERPRISE FUND

REVENUES:

3520 – INTEREST INCOME $100
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 $90,000
Income realized from the disposal of white goods and demolition materials at the CRCC.

3543 – CRCC RECYCLABLE REVENUE $7,100
Income realized from recyclable material deposited at the CRCC.

3560 – GENERAL FUND SUBSIDY $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 $37,000
Revenue derived from the sale of annual CRCC entry stickers estimated at 1,800 stickers at $20.00 each.

3575 – Retained Earnings Transfer $10,799

REQUESTED REVENUE $219,999

CHARLESTOWN RESIDENTIAL COLLECTION CENTER (CRCC)
SUPPLEMENTAL INFORMATION
FY2014-2015

EXPENDITURES:

5005 – WAGES $60,805

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.

	2014-2015					
	Wage	Longevity Amount	Longevity Years	Medical Stipend	Shift Differential	Total
Landfill Foreman (50% B&G, 50% CRCC)	24,591	2,459	36		-	$ 27,050
Landfill Operator (20% B&G, 80% CRCC)	31,547	2,208	14	-	-	33,755
						$ 60,805

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
FY2014-2015

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 $16,500
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 2015).

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 $175/haul in 2013. The current low bid is $175/haul, plus $32/ton disposal fee at the Central Landfill. The 2014 contracted haul cost is $175/haul, plus $32/ton disposal fee.

6060 – WASTE MANAGEMENT RECYCLING $17,500
Cost to haul recyclables to Johnston, RI estimated at 100 hauls at $175 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.

9205 – FICA TAX $5,478
7.65% of proposed payroll.

CHARLESTOWN RESIDENTIAL COLLECTION CENTER (CRCC)
SUPPLEMENTAL INFORMATION
FY2014-2015

EXPENDITURES (cont'd)

9210 – HEALTH INSURANCE $22,500
50% of premiums for Foreman and 80% of premiums for Operator.

9215 – DENTAL INSURANCE $1,400
50% of premiums for Foreman and 80% of premiums for Operator.

9220 – LIFE INSURANCE $250
50% of premium for Foreman and 80% of premium for Operator.

9225 – EMPLOYEE RETIREMENT $6,986
50% of ER contribution for Foreman and 80% of ER contribution for Operator.

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.

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

9997 – DEPRECIATION $11,000
Based fixed asset database projection for depreciation.

REQUESTED EXPENDITURES $221,334

TOWN OF CHARLESTOWN

FISCAL YEAR 2014 - 2015

Account	Description	FY13 Audited	FY 2014 Adopted	FY 2014 Actual as of 12/31/2013	FY 2015 Dept Request	FY 2015 Town Admin	FY 2015 Budget Commision	FY 2015 Town Council
06.000.3520.000	Interest On Checking	$31.04	-	$7.58	-	-	-	-
06.000.3525.000	Mooring Waiting List Application Fee	-	-	300.00	-	-	-	-
06.000.3535.000	Mooring Revenue	53,380.00	52,408	500.00	53,500	53,500	53,500	53,500
06.000.3536.000	Interest Income	121.25	200	67.37	200	200	200	200
06.000.3540.000	Retained Earnings Transfer	-	55,000	-	-	-	-	-
06.000.3550.000	Miscellaneous Revenue	460.00	-	-	-	-	-	-
	Total	**$ 53,992.29**	**$ 107,608**	**$ 874.95**	**$ 53,700**	**$ 53,700**	**$ 53,700**	**$ 53,700**
06.000.5015.000	Harbor Master Wages	$25,823.94	33,282	$16,354.82	35,255	35,255	35,255	35,255
06.000.5025.000	Harbor Master Overtime Wages	787.52	1,777	312.30	1,262	1,262	1,262	1,262
06.000.6015.000	Dues & Subscriptions	45.00	100	-	100	100	100	100
06.000.6020.000	Operating Supplies	4,060.12	1,972	1,266.69	2,039	2,039	2,039	2,039
06.000.6030.000	Moorng Software fee	2,145.00	2,075	(180.00)	2,050	2,050	2,050	2,050
06.000.6035.000	Fuel & Oil	1,317.20	2,120	884.58	3,100	3,100	3,100	3,100
06.000.6040.000	Maintenance & Repairs	2,287.98	2,500	3,275.27	2,500	2,500	2,500	2,500
06.000.6042.000	Boat Improvements	689.96	-	-	-	-	-	-
06.000.6070.000	Travel Expense	1,108.91	1,500	(68.93)	-	-	-	-
06.000.6075.000	Tools & Equipment	4,518.40	2,500	(704.08)	2,000	2,000	2,000	2,000
06.000.6130.000	Navigational Aids	984.58	1,000	535.06	1,000	1,000	1,000	1,000
06.000.6140.000	Harbor Management Plan Review	-	-	-	500	500	500	500
06.000.9000.000	Capital Boat Purchase	4,999.00	55,000	-	-	-	-	-
06.000.9205.000	FICA Tax	2,035.83	2,682	1,275.04	2,794	2,794	2,794	2,794
06.000.9996.000	Worker's Compensation Ins	953.83	1,100	599.58	1,100	1,100	1,100	1,100
	Total	**$51,757.27**	**$107,608**	**$23,550.33**	**$53,700**	**$53,700**	**$53,700**	**$53,700**
	Net Profit	**$2,235.02**						

CHARLESTOWN COASTAL PONDS
SUPPLEMENTAL INFORMATION
FY2014-2015

NOTE: THIS FACILITY OPERATES AS AN ENTERPRISE FUND

REVENUES:

353520 – MOORING FEES - $53,500

Mooring Permits	Number	Fee	Revenue
Recreational	282	$ 125	$ 35,250
Waterfront Recreational	110	$ 125	$ 13,750
Commercial	18	$ 250	$ 4,500
			$ 53,500

3540 – INTEREST INCOME - $200

REQUESTED REVENUE $53,700

CHARLESTOWN COASTAL PONDS
SUPPLEMENTAL INFORMATION
FY2014-2015

EXPENDITURES:

5005 – WAGES $35,255

Wages	Hours	Rate	
Harbor Master	1168	$ 20.40	$ 23,827
Asst. Harbor Master	744	$ 15.36	$ 11,428
			$ 35,255

5025 – OVERTIME WAGES/HOLIDAYS - $1,262

Overtime /Holiday	Harbor Master	Asst. Harbor Master
Memorial Day	$ 242.40	$ 178.32
Independence Day	$ 242.40	$ 178.32
Labor Day	$ 242.40	$ 178.32
	$ 727.20	$ 534.96
		$ 1,262.16

CHARLESTOWN COASTAL PONDS
SUPPLEMENTAL INFORMATION
FY2014-2015

EXPENDITURES (cont'd)

6015 – DUES AND SUBSCRIPTIONS - $100

Harbor Master Association Membership	$65
Other Subscriptions and Memberships	$35

6020 – OPERATION SUPPLIES - $2,039

Postage	$567
Mooring Permit Stickers	$300
Verizon	$972
Office Supplies	$200

6030 – ONLINE MOORING - $2,050

Total of 410 permits @ $5.00 procession fee per permit.

6035 – FUEL AND OIL – $3,100

	Gallons	Cost	
Boats	500	$	2,000
Vehicles	200	$	800
2-Stroke Oil	10	$	300
		$	3,100

6040 – MAINTENANCE AND REPAIRS - $2,500

CHARLESTOWN COASTAL PONDS
SUPPLEMENTAL INFORMATION
FY2014-2015

EXPENDITURES (cont'd)

6075 – TOOLS & EQUIPMENT - $2,000

Tools and Safety Equipment	$1,500
Signage and Mapping	$ 500

6130 – NAVIGATION AIDS - $1,000
Navigational Buoys and Safety Markings

6140 – HARBOUR MANAGEMENT PLAN REVIEW - $500

9205 – FICA TAX $2,794
7.65% of proposed payroll

9996 – WORKERS COMPENSATION INSURANCE $1,100
Calculated at 4.33% of total straight-time wages plus 2/3 of overtime wages

REQUESTED EXPENDITURES $53,700