



TOWN OF CHARLESTOWN

TOWN OF CHARLESTOWN

Fiscal Year 2019-2020

TOWN COUNCIL APPROVED

July 8, 2019

Town Council

Virginia Lee, President
Deborah A. Carney, Vice-President
Julie A. Carroccia
Bonnie Van Slyke
David M. Wilkinson

Budget Commission

Richard J. Sartor, Chairman
Linda H. Philips, Vice-chairman
Greg Plunkett, Secretary
Arthur Haskins
Paula Andersen

Ex-officio Members

Julie A. Carroccia, Town Council Liaison
Mark Stankiewicz, Town Administrator
Patricia M. Anderson, Town Treasurer

FISCAL YEAR 2019-2020 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	-	Board of Canvassers	Page 6
440	-	Treasurer	Page 6
445	-	Information Technology	Page 7
450	-	Tax Assessor	Page 7
455	-	GIS	Page 7
460	-	Tax Collector	Page 7
470	-	Town Clerk	Page 8
480	-	Town Planner	Page 8
490	-	Central Services	Page 8
510	-	Police Department	Page 9
520	-	Building Inspector	Page 10
530	-	CEMA	Page 10
540	-	Animal Control	Page 10
560	-	Public Assistance	Page 11
570	-	Municipal Court	Page 11
610	-	DPW Administration	Page 11

620	-	DPW Highway & Roads	Page 11
630	-	DPW Building & Grounds	Page 12
640	-	CRCC Mandated Monitoring	Page 12
660	-	Waste Water Management	Page 12
720	-	Outside Agencies	Page 13
730	-	Local Agencies	Page 13
740	-	Boards & Commissions	Page 13
780	-	Chariho Education	Page 13
800	-	Senior Center/Community Center	Page 14
810	-	Recreation Administration	Page 14
815	-	Recreation Programs	Page 15
820	-	Charlestown Town Beach	Page 15
830	-	Ninigret Park	Page 15
850	-	Blue Shutters Beach	Page 16
900	-	Debt Service	Page 16
920	-	Employee Benefits	Page 17
940	-	Professional Services	Page 17
950	-	Town Insurance	Page 17
960	-	Council Contingency	Page 17
990	-	Capital Improvements	Page 18-19
995	-	Transfers Out	Page 20

ENTERPRISE FUNDS

640	-	Residential Collection Center	Page 21
650	-	Coastal Pond	Page 22

TOWN OF CHARLESTOWN
FISCAL YEAR 2018-2019

Expenditure Summary

Description	FY2017 Audited	FY2018 Audited	FY2019 Adopted	FY2019 Adjusted	FY2019 Actual as of 12/31/2018	FY2020 Dept. Request	FY2020 Town Admin	FY2020 Budget Comm	FY2020 Town Council
Town Council	\$24,048	\$18,579	\$29,572	\$29,572	\$10,365	\$32,072	\$32,072	\$32,072	\$32,072
Town Administrator	\$188,462	\$189,976	\$193,297	\$198,590	\$101,645	\$204,609	\$213,405	\$204,609	\$204,609
Board of Canvassers	\$26,008	\$5,850	\$30,645	\$30,645	\$19,729	\$7,225	\$7,225	\$7,225	\$7,225
Treasurer	\$223,007	\$220,971	\$235,859	\$241,952	\$121,693	\$249,042	\$249,142	\$249,142	\$249,142
Information Technology	\$0	\$0	\$0	\$0	\$0	\$236,333	\$236,333	\$236,333	\$236,333
Tax Assessor	\$156,928	\$156,437	\$160,462	\$163,277	\$79,672	\$167,714	\$169,849	\$169,849	\$169,849
GIS	\$95,511	\$86,946	\$107,682	\$110,101	\$47,804	\$112,197	\$112,247	\$110,297	\$110,297
Tax Collector	\$73,353	\$119,589	\$121,902	\$125,435	\$68,070	\$132,995	\$132,995	\$132,995	\$132,995
Town Clerk	\$211,042	\$191,109	\$193,701	\$199,509	\$96,043	\$207,453	\$208,453	\$208,453	\$208,453
Town Planner	\$117,244	\$121,695	\$128,995	\$132,753	\$64,038	\$136,031	\$134,031	\$134,031	\$134,031
Central Services	\$234,325	\$287,893	\$317,187	\$318,571	\$148,977	\$346,012	\$347,512	\$347,512	\$347,512
Police Department	\$2,350,418	\$2,397,401	\$2,523,581	\$2,568,353	\$1,303,322	\$2,672,493	\$2,673,693	\$2,663,403	\$2,663,403
Building Inspector	\$190,495	\$233,898	\$223,623	\$225,967	\$114,281	\$257,911	\$259,211	\$289,211	\$289,211
CEMA	\$53,984	\$59,564	\$67,239	\$67,239	\$30,032	\$70,648	\$70,648	\$69,148	\$69,148
Animal Control	\$90,189	\$93,275	\$99,293	\$101,002	\$42,310	\$105,837	\$105,837	\$104,337	\$104,337
Public Assistance	\$4,716	\$4,705	\$5,000	\$5,000	\$2,197	\$5,000	\$6,000	\$6,000	\$6,000
Municipal Court	\$6,409	\$6,696	\$7,700	\$7,700	\$7,100	\$7,700	\$9,900	\$9,900	\$9,900
DPW Administration	\$150,545	\$154,856	\$158,699	\$163,217	\$80,862	\$168,583	\$172,752	\$171,552	\$171,552
DPW Highway & Roads	\$1,050,141	\$899,581	\$1,163,023	\$1,182,946	\$351,495	\$1,215,323	\$1,215,323	\$1,197,736	\$1,197,736
DPW Building & Grounds	\$270,694	\$305,560	\$336,643	\$340,919	\$155,840	\$352,795	\$352,795	\$342,795	\$342,795
CRCC Mandated Monitoring	\$11,500	\$3,700	\$12,000	\$12,000	\$7,650	\$12,000	\$12,000	\$12,000	\$12,000
Waste Water Management	\$119,195	\$106,873	\$112,060	\$115,148	\$52,837	\$154,447	\$155,516	\$170,516	\$170,516
Outside Agencies	\$22,450	\$27,000	\$22,900	\$22,900	\$22,900	\$28,651	\$28,651	\$27,900	\$27,900
Local Agencies	\$400,381	\$410,508	\$419,826	\$419,826	\$419,826	\$479,681	\$479,681	\$455,681	\$455,681
Boards and Commissions	\$18,905	\$21,480	\$27,500	\$27,500	\$17,703	\$27,500	\$27,500	\$27,500	\$27,500
Charlho Regional School District	\$14,111,439	\$14,121,237	\$14,216,622	\$14,216,622	\$6,539,646	\$13,456,590	\$13,567,875	\$13,329,321	\$13,329,321
Senior Center	\$109,090	\$119,169	\$128,970	\$128,970	\$56,718	\$129,766	\$131,541	\$131,541	\$131,541
Recreation Administration	\$154,197	\$162,115	\$170,000	\$174,769	\$88,669	\$185,262	\$186,331	\$186,331	\$186,331
Recreation Programs	\$121,756	\$117,457	\$130,083	\$130,083	\$111,861	\$133,033	\$136,348	\$136,348	\$136,348
Charlestown Beach	\$95,280	\$92,030	\$103,085	\$103,085	\$97,478	\$115,541	\$115,541	\$115,541	\$115,541
Ninigret Park	\$31,047	\$28,309	\$39,001	\$39,001	\$23,548	\$45,718	\$45,018	\$45,018	\$45,018
Blue Shutters Beach	\$89,509	\$79,228	\$94,775	\$94,775	\$77,897	\$109,611	\$109,611	\$103,650	\$103,650
Debt Service	\$708,461	\$786,960	\$766,967	\$766,967	\$599,074	\$821,077	\$821,077	\$821,077	\$821,077
Employee Benefits	\$2,071,511	\$2,104,149	\$2,300,088	\$2,324,506	\$1,106,881	\$2,444,629	\$2,444,629	\$2,362,129	\$2,362,129
Professional Services	\$235,935	\$302,750	\$329,200	\$329,200	\$116,344	\$329,200	\$329,200	\$329,200	\$403,752
Town Insurance	\$215,134	\$243,350	\$250,000	\$250,000	\$226,069	\$250,000	\$250,000	\$250,000	\$250,000
Council Contingency	\$13,964	\$16,442	\$195,525	\$54,605	\$33,265	\$50,000	\$50,000	\$50,000	\$50,000
Capital Improvements	\$492,350	\$984,083	\$1,836,716	\$1,836,716	\$54,017	\$854,929	\$894,929	\$1,020,679	\$1,020,679
Transfers Out	\$2,484,838	\$1,698,663	\$1,225,225	\$1,225,225	\$1,225,225	\$1,310,498	\$1,310,498	\$4,052,488	\$1,727,936
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$27,024,457	\$26,980,083	\$28,484,646	\$28,484,646	\$13,723,083	\$27,626,106	\$27,805,369	\$30,313,520	\$28,063,520

TOWN OF CHARLESTOWN
FISCAL YEAR 2018-2019
 Revenue Summary

Description	FY2017 Audited	FY2018 Audited	FY2019 Adopted	FY2019 Adjusted	FY2019 Actual as of 12/31/2018	FY2020 Dept. Request	FY 2020 Town Admin	FY2020 Budget Comm	FY2020 Town Council
Taxes	24,143,947	24,255,400	24,394,457	24,394,457	14,535,187	23,979,989	23,879,919	24,388,112	23,388,112
State Aid	2,087,615	2,203,671	2,260,842	2,260,842	917,552	2,265,310	2,265,310	2,290,235	2,290,235
Licenses and Fees	397,585	419,753	388,500	388,500	235,388	388,500	388,500	409,000	409,000
Departmental Revenue	911,420	949,004	852,847	852,847	697,208	878,158	-	1,009,442	1,009,442
Other	125,973	151,987	588,000	588,000	211,174	108,000	108,000	2,216,731	966,731
Total	27,666,539	27,979,814	28,484,646	28,484,646	16,596,509	27,619,957	26,641,729	30,313,520	28,063,520

TOWN OF CHARLESTOWN

Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.310.3100.000	Taxes - Current Year	\$23,693,031.60	\$23,830,095.75	\$23,926,758.00	\$23,926,758.00	\$14,364,691.84	\$23,532,389.00	\$23,432,319.00	\$23,965,512.00	\$22,965,512.00
01.310.3110.000	Taxes - Prior Year	\$284,123.84	\$282,331.30	\$300,000.00	\$300,000.00	\$106,206.10	\$300,000.00	\$300,000.00	\$275,000.00	\$275,000.00
01.310.3115.000	Interest Prior Yr Tax	\$158,060.24	\$135,868.66	\$160,000.00	\$160,000.00	\$64,289.09	\$140,000.00	\$140,000.00	\$140,000.00	\$140,000.00
01.310.3120.000	DEM Refuge Revenue (In Lieu of Tax)	\$8,731.00	\$7,104.00	\$7,699.00	\$7,699.00	\$0.00	\$7,600.00	\$7,600.00	\$7,600.00	\$7,600.00
		\$24,143,946.68	\$24,255,399.71	\$24,394,457.00	\$24,394,457.00	\$14,535,187.03	\$23,979,989.00	\$23,879,919.00	\$24,388,112.00	\$23,388,112.00
01.320.3220.000	State Parking Fees	\$29,099.28	\$24,748.20	\$24,750.00	\$24,750.00	\$25,495.56	\$25,500.00	\$25,500.00	\$25,000.00	\$25,000.00
01.320.3225.000	Beverage/Meals Tax	\$199,815.58	\$203,025.82	\$196,282.00	\$196,282.00	\$128,023.61	\$200,000.00	\$200,000.00	\$193,354.00	\$193,354.00
01.320.3235.000	State Aid Education	\$1,687,921.00	\$1,660,642.00	\$1,624,182.00	\$1,624,182.00	\$607,140.00	\$1,624,182.00	\$1,624,182.00	\$1,607,264.00	\$1,607,264.00
01.320.3240.000	Motor Vehicle Tax - State Reimbursement	\$44,815.34	\$166,071.92	\$243,680.00	\$243,680.00	\$121,779.46	\$243,680.00	\$243,680.00	\$296,996.00	\$296,996.00
01.320.3245.000	Public Service Corp. Tax	\$97,096.90	\$98,142.67	\$97,097.00	\$97,097.00	\$0.00	\$97,097.00	\$97,097.00	\$98,143.00	\$98,143.00
01.320.3250.000	Hotel Tax	\$27,816.29	\$51,040.45	\$74,851.00	\$74,851.00	\$35,113.09	\$74,851.00	\$74,851.00	\$69,478.00	\$69,478.00
01.320.3270.000	Incentive Aid	\$1,050.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$2,087,614.57	\$2,203,671.06	\$2,260,842.00	\$2,260,842.00	\$917,551.72	\$2,265,310.00	\$2,265,310.00	\$2,290,235.00	\$2,290,235.00
01.330.3310.000	Business Licenses	\$18,010.00	\$17,470.00	\$20,000.00	\$20,000.00	\$14,385.00	\$20,000.00	\$20,000.00	\$17,500.00	\$17,500.00
01.330.3320.000	Non-Business License	\$5,497.00	\$5,703.00	\$5,500.00	\$5,500.00	\$3,683.00	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00
01.330.3330.000	Probate Fees	\$15,208.15	\$19,471.47	\$13,000.00	\$13,000.00	\$5,416.20	\$13,000.00	\$13,000.00	\$16,000.00	\$16,000.00
01.330.3340.000	Transfer Stamps	\$242,920.82	\$258,033.20	\$215,000.00	\$215,000.00	\$150,283.97	\$215,000.00	\$215,000.00	\$250,000.00	\$250,000.00
01.330.3350.000	Recording Fees	\$115,948.70	\$119,074.85	\$135,000.00	\$135,000.00	\$61,619.40	\$135,000.00	\$135,000.00	\$120,000.00	\$120,000.00
		\$397,584.67	\$419,752.52	\$388,500.00	\$388,500.00	\$235,387.57	\$388,500.00	\$388,500.00	\$409,000.00	\$409,000.00
01.340.3300.000	Tax Certificates	\$11,500.00	\$10,890.12	\$11,000.00	\$11,000.00	\$5,425.00	\$11,000.00	\$11,000.00	\$11,000.00	\$11,000.00
01.340.3405.000	Building Inspections	\$225,147.76	\$261,869.84	\$245,000.00	\$245,000.00	\$213,125.63	\$257,911.00	\$257,911.00	\$364,454.00	\$364,454.00
01.340.3415.000	Zoning Board	\$4,925.00	\$4,225.00	\$4,000.00	\$4,000.00	\$2,575.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00
01.340.3420.000	Planning Fees	\$3,955.00	\$5,665.00	\$4,000.00	\$4,000.00	\$1,650.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
01.340.3425.000	Animal Control	\$6,819.00	\$6,669.00	\$4,000.00	\$4,000.00	\$716.00	\$4,000.00	\$4,000.00	\$5,000.00	\$5,000.00
01.340.3430.000	Police Department	\$20,529.00	\$25,163.61	\$16,000.00	\$16,000.00	\$15,361.35	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
01.340.3431.000	Police Vehicle Reimbursement	\$28,233.80	\$56,805.11	\$32,000.00	\$32,000.00	\$23,734.20	\$32,000.00	\$32,000.00	\$32,000.00	\$32,000.00
01.340.3435.000	Town Beach Parking	\$147,919.00	\$137,707.25	\$125,000.00	\$125,000.00	\$115,327.01	\$125,000.00	\$125,000.00	\$130,000.00	\$130,000.00
01.340.3436.000	Beach Passes	\$101,138.22	\$106,560.82	\$90,000.00	\$90,000.00	\$13,250.00	\$95,000.00	\$95,000.00	\$100,000.00	\$100,000.00
01.340.3440.000	Recreation	\$99,702.76	\$98,300.00	\$100,000.00	\$100,000.00	\$120,317.10	\$105,000.00	\$105,000.00	\$110,000.00	\$110,000.00
01.340.3445.000	Ninigret Park	\$5,357.00	\$5,557.00	\$4,500.00	\$4,500.00	\$1,506.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
01.340.3445.001	Ninigret Gate House Rent	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$3,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
01.340.3451.000	Blue Shutters Concession	\$5,307.00	\$3,001.00	\$5,000.00	\$5,000.00	\$3,001.00	\$3,000.00	\$3,000.00	\$3,240.00	\$3,240.00
01.340.3455.000	Blue Shutters Parking	\$214,663.05	\$189,235.40	\$175,000.00	\$175,000.00	\$161,950.85	\$175,000.00	\$175,000.00	\$185,000.00	\$185,000.00
01.340.3460.000	Town Beach Concession	\$5,307.00	\$6,240.00	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$4,501.00	\$4,501.00
01.340.3461.000	Senior Center After Hour Rental	\$1,065.00	\$605.00	\$1,500.00	\$1,500.00	\$290.00	\$200.00	\$200.00	\$200.00	\$200.00
01.340.3462.000	Senior Daily Lunch Program	\$0.00	-\$133.00	\$0.00	\$0.00	-\$158.90	\$0.00	\$0.00	\$0.00	\$0.00
01.340.3465.000	Senior/Community Center	\$3,847.00	\$4,015.00	\$3,847.00	\$3,847.00	\$0.00	\$3,847.00	\$3,847.00	\$3,847.00	\$3,847.00
01.340.3466.000	Senior Center Programs	\$20,004.10	\$20,627.50	\$21,000.00	\$21,000.00	\$10,137.75	\$21,000.00	\$21,000.00	\$21,000.00	\$21,000.00
		\$911,419.69	\$949,003.65	\$852,847.00	\$852,847.00	\$697,207.99	\$878,158.00	\$878,158.00	\$1,009,442.00	\$1,009,442.00

TOWN OF CHARLESTOWN

Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.350.3515.000	Interest On Investments	\$45,192.90	\$59,584.86	\$45,000.00	\$45,000.00	\$48,587.76	\$65,000.00	\$65,000.00	\$85,000.00	\$85,000.00
01.350.3530.000	General Fund Balance Transfer	\$0.00	\$0.00	\$369,565.00	\$369,565.00	\$0.00	\$0.00	\$0.00	\$1,250,000.00	\$0.00
01.350.3540.000	Transfer from Rescue for Ambulance	\$0.00	\$0.00	\$16,000.00	\$16,000.00	\$16,000.00	\$16,000.00	\$16,000.00	\$0.00	\$0.00
01.350.3545.000	Transfer from Road Engineering Fund	\$0.00	\$0.00	\$130,435.00	\$130,435.00	\$130,435.00	\$0.00	\$0.00	\$75,435.00	\$75,435.00
01.350.3546.000	Impact Fee Revenue	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75,000.00	\$75,000.00
01.350.3550.000	Unclassified Revenue	\$8,854.49	\$27,168.06	\$7,000.00	\$7,000.00	\$3,254.96	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
01.350.3750.000	Municipal Court General Revenue	\$21,925.53	\$15,233.74	\$20,000.00	\$20,000.00	\$12,896.53	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
01.350.3995.000	Transfer from Asphalt Resurfacing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$345,687.00	\$345,687.00
01.350.3995.000	Transfer from Webbed Based GIS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00
01.350.3995.000	Transfer from Municipal Planning	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$79,119.00	\$79,119.00
01.350.3995.000	Transfer from Ninigret Park Master Plan	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,026.00	\$2,026.00
01.350.3995.000	Transfer from Stormwater Discharge	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$103,089.00	\$103,089.00
01.350.3995.000	Transfer from Town Hall Generator	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$82,375.00	\$82,375.00
01.350.3995.000	Transfer from Road Project								\$90,000.00	\$90,000.00
		\$125,972.92	\$151,986.66	\$588,000.00	\$588,000.00	\$211,174.25	\$108,000.00	\$108,000.00	\$2,216,731.00	\$966,731.00
	Total Revenue	\$27,666,538.53	\$27,979,813.60	\$28,484,646.00	\$28,484,646.00	\$16,596,508.56	\$27,619,957.00	\$27,519,887.00	\$30,313,520.00	\$28,063,520.00

TOWN OF CHARLESTOWN
FISCAL YEAR 2018-2019

Expenditure Summary

Description	FY2017 Audited	FY2018 Audited	FY2019 Adopted	FY2019 Adjusted	FY2019 Actual as of 12/31/2018	FY2020 Dept. Request	FY 2020 Town Admin	FY2020 Budget Comm	FY2020 Town Council
Town Council	\$24,048	\$18,579	\$29,572	\$29,572	\$10,365	\$32,072	\$32,072	\$32,072	\$32,072
Town Administrator	\$188,462	\$189,976	\$193,297	\$198,590	\$101,645	\$204,609	\$213,405	\$204,609	\$204,609
Board of Canvassers	\$26,008	\$5,850	\$30,645	\$30,645	\$19,729	\$7,225	\$7,225	\$7,225	\$7,225
Treasurer	\$223,007	\$220,971	\$235,859	\$241,952	\$121,693	\$249,042	\$249,142	\$249,142	\$249,142
Information Technology	\$0	\$0	\$0	\$0	\$0	\$236,333	\$236,333	\$236,333	\$236,333
Tax Assessor	\$156,928	\$156,437	\$160,462	\$163,277	\$79,672	\$167,714	\$169,849	\$169,849	\$169,849
GIS	\$95,511	\$86,946	\$107,682	\$110,101	\$47,804	\$112,197	\$112,247	\$110,297	\$110,297
Tax Collector	\$73,353	\$119,589	\$121,902	\$125,435	\$68,070	\$132,995	\$132,995	\$132,995	\$132,995
Town Clerk	\$211,042	\$191,109	\$193,701	\$199,509	\$96,043	\$207,453	\$208,453	\$208,453	\$208,453
Town Planner	\$117,244	\$121,695	\$128,995	\$132,753	\$64,038	\$136,031	\$134,031	\$134,031	\$134,031
Central Services	\$234,325	\$287,893	\$317,187	\$318,571	\$148,977	\$346,012	\$347,512	\$347,512	\$347,512
Police Department	\$2,350,418	\$2,397,401	\$2,523,581	\$2,568,353	\$1,303,322	\$2,672,493	\$2,673,693	\$2,663,403	\$2,663,403
Building Inspector	\$190,495	\$233,898	\$223,623	\$225,967	\$114,281	\$257,911	\$259,211	\$289,211	\$289,211
CEMA	\$53,984	\$59,564	\$67,239	\$67,239	\$30,032	\$70,648	\$70,648	\$69,148	\$69,148
Animal Control	\$90,189	\$93,275	\$99,293	\$101,002	\$42,310	\$105,837	\$105,837	\$104,337	\$104,337
Public Assistance	\$4,716	\$4,705	\$5,000	\$5,000	\$2,197	\$5,000	\$6,000	\$6,000	\$6,000
Municipal Court	\$6,409	\$6,696	\$7,700	\$7,700	\$7,100	\$7,700	\$9,900	\$9,900	\$9,900
DPW Administration	\$150,545	\$154,856	\$158,699	\$163,217	\$80,862	\$168,583	\$172,752	\$171,552	\$171,552
DPW Highway & Roads	\$1,050,141	\$899,581	\$1,163,023	\$1,182,946	\$351,495	\$1,215,323	\$1,215,323	\$1,197,736	\$1,197,736
DPW Building & Grounds	\$270,694	\$305,560	\$336,643	\$340,919	\$155,840	\$352,795	\$352,795	\$342,795	\$342,795
CRCC Mandated Monitoring	\$11,500	\$3,700	\$12,000	\$12,000	\$7,650	\$12,000	\$12,000	\$12,000	\$12,000
Waste Water Management	\$119,195	\$106,873	\$112,060	\$115,148	\$52,837	\$154,447	\$155,516	\$170,516	\$170,516
Outside Agencies	\$22,450	\$27,000	\$22,900	\$22,900	\$22,900	\$28,651	\$28,651	\$27,900	\$27,900
Local Agencies	\$400,381	\$410,508	\$419,826	\$419,826	\$419,826	\$479,681	\$479,681	\$455,681	\$455,681
Boards and Commissions	\$18,905	\$21,480	\$27,500	\$27,500	\$17,703	\$27,500	\$27,500	\$27,500	\$27,500
Chariho Regional School District	\$14,111,439	\$14,121,237	\$14,216,622	\$14,216,622	\$6,539,646	\$13,456,590	\$13,567,875	\$13,329,321	\$13,329,321
Senior Center	\$109,090	\$119,169	\$128,970	\$128,970	\$56,718	\$129,766	\$131,541	\$131,541	\$131,541
Recreation Administration	\$154,197	\$162,115	\$170,000	\$174,769	\$88,669	\$185,262	\$186,331	\$186,331	\$186,331
Recreation Programs	\$121,756	\$117,457	\$130,083	\$130,083	\$111,861	\$133,033	\$136,348	\$136,348	\$136,348
Charlestown Beach	\$95,280	\$92,030	\$103,085	\$103,085	\$97,478	\$115,541	\$115,541	\$115,541	\$115,541
Ninigret Park	\$31,047	\$28,309	\$39,001	\$39,001	\$23,548	\$45,718	\$45,018	\$45,018	\$45,018
Blue Shutters Beach	\$89,509	\$79,228	\$94,775	\$94,775	\$77,897	\$109,611	\$109,611	\$103,650	\$103,650
Debt Service	\$708,461	\$786,960	\$766,967	\$766,967	\$599,074	\$821,077	\$821,077	\$821,077	\$821,077
Employee Benefits	\$2,071,511	\$2,104,149	\$2,300,088	\$2,324,506	\$1,106,881	\$2,444,629	\$2,444,629	\$2,362,129	\$2,362,129
Professional Services	\$235,935	\$302,750	\$329,200	\$329,200	\$116,344	\$329,200	\$329,200	\$329,200	\$403,752
Town Insurance	\$215,134	\$243,350	\$250,000	\$250,000	\$226,069	\$250,000	\$250,000	\$250,000	\$250,000
Council Contingency	\$13,964	\$16,442	\$195,525	\$54,605	\$33,265	\$50,000	\$50,000	\$50,000	\$50,000
Capital Improvements	\$492,350	\$984,083	\$1,836,716	\$1,836,716	\$54,017	\$854,929	\$894,929	\$1,020,679	\$1,020,679
Transfers Out	\$2,484,838	\$1,698,663	\$1,225,225	\$1,225,225	\$1,225,225	\$1,310,498	\$1,310,498	\$4,052,488	\$1,727,936
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$27,024,457	\$26,980,083	\$28,484,646	\$28,484,646	\$13,723,083	\$27,626,106	\$27,805,369	\$30,313,520	\$28,063,520

TOWN OF CHARLESTOWN

Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.410.5005.000	Town Council Salaries	\$12,600.02	\$9,492.50	\$15,500.00	\$15,500.00	\$6,500.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00
01.410.5015.000	Town Sergeant/Recording Wages	\$461.20	\$1,418.00	\$2,500.00	\$2,500.00	\$498.13	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
01.410.6015.000	Dues & Subscriptions	\$3,129.00	\$3,129.00	\$3,272.00	\$3,272.00	\$3,272.00	\$3,272.00	\$3,272.00	\$3,272.00	\$3,272.00
01.410.6020.000	Operating Supplies	\$53.72	\$176.76	\$300.00	\$300.00	\$94.63	\$300.00	\$300.00	\$300.00	\$300.00
01.410.6060.000	Printing & Binding	\$7,803.69	\$4,363.00	\$8,000.00	\$8,000.00	\$0.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00
		\$24,047.63	\$18,579.26	\$29,572.00	\$29,572.00	\$10,364.76	\$32,072.00	\$32,072.00	\$32,072.00	\$32,072.00
01.420.5005.000	Town Administrator Salary	\$116,732.98	\$119,067.52	\$119,068.00	\$122,640.00	\$61,319.83	\$126,319.00	\$126,319.00	\$126,319.00	\$126,319.00
01.420.5005.002	Town Administrator-Longevity	\$0.00	\$3,304.81	\$2,977.00	\$3,066.00	\$1,532.96	\$3,158.00	\$3,158.00	\$3,158.00	\$3,158.00
01.420.5010.000	Town Admin Secretary Salary	\$49,366.98	\$50,354.46	\$50,354.00	\$51,865.00	\$25,932.53	\$53,421.00	\$53,421.00	\$53,421.00	\$53,421.00
01.420.5010.002	Town Admin Secretary-Longevity	\$3,455.66	\$3,776.50	\$4,028.00	\$4,149.00	\$2,074.54	\$4,541.00	\$5,230.00	\$4,541.00	\$4,541.00
01.420.5020.000	Town Admin Vehicle Stipend	\$7,199.92	\$7,199.92	\$8,820.00	\$8,820.00	\$4,409.99	\$8,820.00	\$8,820.00	\$8,820.00	\$8,820.00
01.420.6015.000	Dues & Subscriptions	\$1,822.55	\$2,133.54	\$2,000.00	\$2,000.00	\$873.16	\$2,200.00	\$2,200.00	\$2,200.00	\$2,200.00
01.420.6020.000	Operating Supplies	\$813.82	\$1,120.69	\$1,000.00	\$1,000.00	\$687.58	\$1,100.00	\$1,100.00	\$1,100.00	\$1,100.00
01.420.6035.000	Miscellaneous	\$0.00	\$18.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.420.6050.000	Professional Development	\$5,081.61	\$2,983.55	\$5,000.00	\$5,000.00	\$4,814.74	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
01.420.6060.000	Pipelines	\$3,972.69	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.420.6070.000	Travel Expense	\$16.00	\$16.75	\$50.00	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$188,462.21	\$189,975.74	\$193,297.00	\$198,590.00	\$101,645.33	\$204,609.00	\$213,405.00	\$204,609.00	\$204,609.00
01.430.5005.000	Board of Canvassers Wages	\$9,586.30	\$3,313.54	\$11,000.00	\$11,000.00	\$7,718.31	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00
01.430.5025.000	Election Unit	\$90.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.430.6020.000	Operating Supplies	\$1,315.12	\$535.10	\$2,200.00	\$2,200.00	\$1,042.60	\$700.00	\$700.00	\$700.00	\$700.00
01.430.6035.000	Miscellaneous	\$9,088.22	\$1,201.65	\$2,145.00	\$2,145.00	\$1,723.17	\$375.00	\$375.00	\$375.00	\$375.00
01.430.6075.000	Tools & Equipment	\$677.40	\$0.00	\$750.00	\$750.00	\$370.37	\$0.00	\$0.00	\$0.00	\$0.00
01.430.6095.000	Poll Worker Stipends	\$5,250.00	\$800.00	\$14,550.00	\$14,550.00	\$8,875.00	\$1,950.00	\$1,950.00	\$1,950.00	\$1,950.00
		\$26,007.94	\$5,850.29	\$30,645.00	\$30,645.00	\$19,729.45	\$7,225.00	\$7,225.00	\$7,225.00	\$7,225.00
01.440.5005.000	Treasurer Salary	\$88,409.62	\$92,432.34	\$92,432.00	\$95,205.00	\$47,602.62	\$98,041.00	\$98,041.00	\$98,041.00	\$98,041.00
01.440.5005.002	Treasurer Longevity	\$3,094.26	\$3,697.20	\$4,622.00	\$4,760.00	\$2,380.17	\$5,393.00	\$5,393.00	\$5,393.00	\$5,393.00
01.440.5010.000	Treasurer Wages	\$91,795.70	\$86,174.04	\$96,606.00	\$99,710.00	\$48,442.26	\$104,193.00	\$104,193.00	\$104,193.00	\$104,193.00
01.440.5010.003	Treasurer's Emp Longevity	\$5,826.60	\$3,324.30	\$2,264.00	\$2,342.00	\$1,171.43	\$0.00	\$0.00	\$0.00	\$0.00
01.440.6015.000	Dues & Subscriptions	\$55.00	\$80.00	\$135.00	\$135.00	\$0.00	\$135.00	\$135.00	\$135.00	\$135.00
01.440.6020.000	Operating Supplies	\$1,985.53	\$1,970.78	\$2,000.00	\$2,000.00	\$278.54	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
01.440.6050.000	Professional Development	\$960.19	\$164.53	\$1,000.00	\$1,000.00	\$1,144.05	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
01.440.6065.000	Purchased Services	\$30,624.60	\$33,127.79	\$36,500.00	\$36,500.00	\$20,484.09	\$37,980.00	\$37,980.00	\$37,980.00	\$37,980.00
01.440.6070.000	Travel Expense	\$15.00	\$0.00	\$100.00	\$100.00	\$189.54	\$100.00	\$200.00	\$200.00	\$200.00
01.440.6075.000	Tools/Equipment	\$240.00	\$0.00	\$200.00	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00
		\$223,006.50	\$220,970.98	\$235,859.00	\$241,952.00	\$121,692.70	\$249,042.00	\$249,142.00	\$249,142.00	\$249,142.00

SUPPLEMENTAL INFORMATION
FY 2019 - 2020

410 - TOWN COUNCIL:

410-5005 - SALARIES - \$18,000

Level funded.

Council President	\$ 4,000
Four Council Members at \$3,500 each	\$14,000

410-5015 - WAGES - \$2,500

Town Sergeant - \$2,500

Performs duties prescribed by the General Laws of Rhode Island, which also includes assisting the Board of Canvassers and attendance at required Town Council meetings.

410-6015 - DUES, MEETINGS & SUBSCRIPTIONS - \$3,272

League of Cities & Towns Dues	\$3,272
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410-6020 - OPERATING SUPPLIES - \$300

Miscellaneous stationary supplies

410-6060 - PRINTING - \$8,000

Average cost of one Pipeline issue estimated at \$4,000. Budget should support at least 2 issues per year. Pricing for this is from the Westerly Sun.

TOTAL REQUESTED BUDGET - \$32,072

SUPPLEMENTAL INFORMATION
FY 2019 – 2020

420 - TOWN ADMINISTRATOR:

420-5005 - SALARY - \$129,477

FY2020 Salary: \$126,319

Longevity: \$ 3,158

420-5010 - Salary - \$57,962

FY2020 Salary: \$53,421

Longevity: \$ 4,541

420-5020 – TOWN ADMINISTRATOR AUTOMOBILE STIPEND - \$8,820

Car stipend in lieu of a Town vehicle, \$735 a month.

420-6015 - DUES & SUBSCRIPTIONS - \$2,200

Rhode Island Manager's Association fees and management journals, etc.

420-6020 – OPERATING SUPPLIES - \$1,100

Office supplies.

420-6050 - PROFESSIONAL DEVELOPMENT - \$5,000

Annual professional and business expenses: registration, materials, meal reimbursement, authorized meetings, and seminars.

420-6070 – TRAVEL EXPENSES - \$50

TOTAL REQUESTED BUDGET- \$204,609

SUPPLEMENTAL INFORMATION
FY 2019 - 2020

430 – ELECTION UNIT:

430-5005 - SALARIES - \$4,200

Charter-required three-member Board of Canvassers. Chairperson: \$14.71 per hour; 2 Members: \$11.56 per hour, to reflect a 3% increase on July 1 as non-union hourly rate employees.

430-6020 - OPERATING SUPPLIES - \$700

Supplies unique to the operation of Board of Canvassers, including the use of ballot machine and printing of ballots and poll books for the Chariho 2020 District Referendum in April, (may be reimbursed by Chariho), the June 2020 local Financial Town Referendum (\$700), Amount also includes office supplies needed by the Board.

430-6035 – MISCELLANEOUS – \$375

Morning refreshments and Dinner for 4 Pollworkers at 1 location:

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

430-6095 - STIPENDS - \$1,950

Election worker wages for the following:

April 2020 Chariho District Financial Referendum: 1 poll

2 Moderators/Clerks at \$175 = \$350
2 Supervisors at \$150 = \$300

June 2020 Financial Town Referendum: 1 polling location

2 Moderators/Clerks at \$175 = \$350
2 Supervisors at \$150 = \$300

Special Referendum (if needed): 1 polling location

2 Moderators/Clerks at \$175 = \$350
2 Supervisors at \$150 = \$300

TOTAL REQUESTED BUDGET \$ 7,225

SUPPLEMENTAL INFORMATION
FY2019 – 2020

440 – TOWN TREASURER:

440-5005 – SALARY \$103,434

Treasurer 2020 Salary: \$98,041
 Longevity: \$ 5,393

440-5010 – WAGES \$104,193

Assistant Treasurer 2020 Salary: \$62,553

Treasurer's Assistant 2020 Salary: \$41,640

440-6015 – DUES & SUBSCRIPTIONS - \$135

RIGFOA – Treasurer and Assistant Treasurer
RI Municipal Purchasing Agents Association

440-6020 – OPERATING SUPPLIES - \$2,000

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 office supplies

440-6050 – PROFESSIONAL DEVELOPMENT - \$1,000

Fees for conferences, seminars, training and Annual New England Government Finance Officers Association.

SUPPLEMENTAL INFORMATION
FY2018 – 2019

440 – TOWN TREASURER – (cont'd):

440-6065 – PURCHASED SERVICES - \$37,980

The average cost for ADP's payroll service is currently \$3,165 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. ADP has implemented the reporting for the Affordable Care Act in 2015.

440-6070 – TRAVEL - \$200

Business related travel for Treasurer and staff.

440-6075 – TOOLS & EQUIPMENT - \$200

Appropriation for any small equipment that may need to be replaced within the department.

TOTAL REQUESTED BUDGET \$249,142

TOWN OF CHARLESTOWN
Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.445.5005.000	IT Salary	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
01.445.5005.002	IT Longevity	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$86,133.00	\$86,133.00	\$86,133.00	\$86,133.00
01.445.6015.000	Dues & Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.445.6020.000	Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
01.445.6050.000	Professional Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
01.445.6065.000	Purchase Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
01.445.6070.000	Travel Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$143,000.00	\$143,000.00	\$143,000.00	\$143,000.00
01.445.6075.000	Tools & Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	\$500.00	\$500.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$236,333.00	\$236,333.00	\$236,333.00	\$236,333.00
01.450.5005.000	Tax Assessor Salary	\$86,059.06	\$85,298.98	\$85,299.00	\$87,858.00	\$43,928.95	\$90,494.00	\$90,494.00	\$90,494.00	\$90,494.00
01.450.5005.002	Tax Assessor Longevity	\$8,605.88	\$8,606.84	\$8,530.00	\$8,786.00	\$4,392.96	\$9,050.00	\$9,050.00	\$9,050.00	\$9,050.00
01.450.5010.000	Tax Assessor Wages	\$38,562.42	\$39,537.42	\$41,006.00	\$41,006.00	\$20,460.57	\$42,354.00	\$44,437.00	\$44,437.00	\$44,437.00
01.450.5010.002	Tax Assessor Non-Pension Wages	\$964.08	\$136.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$44,437.00	\$44,437.00
01.450.5010.003	Tax Assessor Emp Longevity	\$0.00	\$1,049.26	\$1,435.00	\$1,435.00	\$555.44	\$1,059.00	\$1,111.00	\$1,111.00	\$1,111.00
01.450.5015.000	Tax Assessor Part-Time Wages	\$18,605.89	\$17,959.21	\$18,812.00	\$18,812.00	\$9,089.48	\$19,377.00	\$19,377.00	\$19,377.00	\$19,377.00
01.450.5025.000	Tax Assessor Overtime Wages	\$0.00	\$62.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.450.6015.000	Dues & Subscriptions	\$1,211.33	\$1,212.33	\$1,480.00	\$1,480.00	\$0.00	\$1,480.00	\$1,480.00	\$1,480.00	\$1,480.00
01.450.6020.000	Operating Supplies	\$1,853.25	\$1,186.85	\$1,400.00	\$1,400.00	\$591.55	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00
01.450.6050.000	Professional Development	\$266.25	\$1,211.28	\$1,700.00	\$1,700.00	\$560.28	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
01.450.6055.000	Professional Services	\$800.00	\$0.00	\$500.00	\$500.00	\$0.00	\$500.00	\$500.00	\$500.00	\$500.00
01.450.6070.000	Travel Expense	\$0.00	\$0.00	\$100.00	\$100.00	\$92.64	\$100.00	\$100.00	\$100.00	\$100.00
01.450.6075.000	Tools/Equipment	\$0.00	\$175.64	\$200.00	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00
		\$156,928.16	\$156,437.32	\$160,462.00	\$163,277.00	\$79,671.87	\$167,714.00	\$169,849.00	\$169,849.00	\$169,849.00
01.455.5005.000	GIS Salary	\$70,983.38	\$74,213.10	\$76,068.00	\$78,350.00	\$39,175.24	\$80,701.00	\$80,701.00	\$80,701.00	\$80,701.00
01.455.5005.002	GIS Longevity	\$3,549.26	\$3,924.75	\$4,564.00	\$4,701.00	\$2,350.53	\$5,246.00	\$5,246.00	\$5,246.00	\$5,246.00
01.455.5018.000	Intern	\$12,525.00	\$38.35	\$12,000.00	\$12,000.00	\$3,547.56	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
01.455.6015.000	Dues & Subscriptions	\$195.00	\$209.00	\$200.00	\$200.00	\$0.00	\$200.00	\$250.00	\$250.00	\$250.00
01.455.6020.000	Operating Supplies	\$3,152.76	\$2,501.59	\$4,600.00	\$4,600.00	\$89.12	\$3,800.00	\$3,800.00	\$3,800.00	\$3,800.00
01.455.6050.000	Professional Development	\$1,036.69	\$485.00	\$1,200.00	\$1,200.00	\$0.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
01.455.6055.000	Professional Services	\$3,531.92	\$3,767.89	\$7,350.00	\$7,350.00	\$2,000.00	\$7,350.00	\$7,350.00	\$5,400.00	\$5,400.00
01.455.6070.000	Travel Expense	\$63.72	\$136.86	\$100.00	\$100.00	\$0.00	\$100.00	\$100.00	\$100.00	\$100.00
01.455.6075.000	Tools/Equipment	\$472.77	\$1,669.18	\$1,600.00	\$1,600.00	\$641.87	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00
		\$95,510.50	\$86,945.72	\$107,682.00	\$110,101.00	\$47,804.32	\$112,197.00	\$112,247.00	\$110,297.00	\$110,297.00
01.460.5005.000	Tax Collector Salary	\$59,804.19	\$65,499.64	\$66,946.00	\$68,955.00	\$34,051.68	\$72,799.00	\$72,799.00	\$72,799.00	\$72,799.00
01.460.5005.002	Tax Collector Longevity	\$5,980.38	\$6,028.80	\$6,695.00	\$6,895.00	\$3,405.22	\$7,280.00	\$7,280.00	\$7,280.00	\$7,280.00
01.460.5010.000	Tax Collector Wages	\$2,216.80	\$36,988.52	\$37,846.00	\$39,170.00	\$19,547.55	\$41,451.00	\$41,451.00	\$41,451.00	\$41,451.00
01.460.6015.000	Dues & Subscriptions	\$115.00	\$115.00	\$115.00	\$115.00	\$60.00	\$115.00	\$115.00	\$115.00	\$115.00
01.460.6020.000	Operating Supplies	\$5,002.76	\$10,628.22	\$9,000.00	\$9,000.00	\$10,082.68	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
01.460.6050.000	Professional Development	\$202.04	\$82.00	\$1,000.00	\$1,000.00	\$753.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
01.460.6070.000	Travel Expense	\$31.46	\$246.64	\$200.00	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00
01.460.6075.000	Tools/Equipment	\$0.00	\$0.00	\$100.00	\$100.00	\$169.81	\$150.00	\$150.00	\$150.00	\$150.00
		\$73,352.63	\$119,588.82	\$121,902.00	\$125,435.00	\$68,069.94	\$132,995.00	\$132,995.00	\$132,995.00	\$132,995.00

SUPPLEMENTAL INFORMATION
FY2019 – 2020

445 – INFORMATION TECHNOLOGY:

445-5005 – SALARY \$86,133

IT Director 2020 Salary: \$86,133

445-6015 – DUES & SUBSCRIPTIONS - \$1,000

445-6020 – OPERATING SUPPLIES - \$2,500

This expense would cover any supplies that would be needed to start an office.

445-6050 – PROFESSIONAL DEVELOPMENT - \$3,000

Fees for conferences, seminars, training for a new employee.

445-6065 – PURCHASED SERVICES - \$143,000

To implement IT office	10,000
Backup and Recovery Plan - consultant	5,000
IQM2 Project	5,000
IQM2 Project Training	2,500
Office 365 Migration	20,000
Office 365 Migration Training	7,500
Email Migration Toolset	5,000
Written Information Security Plan	10,000
Website Hosting and Content Implementation	15,000
Wide Area Network Enhancement Project	10,000
Wireless Project	10,000
Wireless Network technology Cost	18,000
End User Computer System Update	-
Skype/Yammer Implementation	10,000
Share Point Implementation	15,000
	143,000

SUPPLEMENTAL INFORMATION
FY2018 – 2019

445 – INFORMATION TECHNOLOGY:

445-6070 – TRAVEL - \$200

445-6075 – TOOLS & EQUIPMENT - \$500

Appropriation for any small equipment that may need in the department.

TOTAL REQUESTED BUDGET \$236,333

SUPPLEMENTAL INFORMATION
FY2019-2020

450 - TAX ASSESSOR:

450-5005 SALARY - \$ 99,544

New Fiscal Year Salary -	\$	90,494.00	CPMA Grade 6D	
Longevity -		9,050.00	28 years employment - 10%	<i>Per CPMA Employment Agreement</i>
Total	\$	<u>99,544.00</u>		

450-5010 WAGES - \$ 45,548

Assessor's Clerk				
New Fiscal Year			Teamster	
Salary -	\$	44,437.00	Position Grade	
			9 years	
Longevity -		1,111.00	employment -	<i>per Teamster Local Union No.251</i>
			2.5%	<i>Agreement</i>
Total	\$	<u>45,548.00</u>		

450-5015 PART-TIME WAGES - \$19,377

Assessor's Part-time Clerk

New Fiscal Year Salary -	\$	19,376.36	Part-time Position - 19.5 hours/wk -- Wage increase 3%
Total	\$	<u>19,376.36</u>	

SUPPLEMENTAL INFORMATION
FY2019-2020

450 - TAX ASSESSOR (cont'd):

450-6015 - DUES & SUBSCRIPTIONS - \$ 1,480

NADA Price Guides	\$250
SketchUP membership upgrade	\$585
IAAO membership	\$200
RIAAO membership	\$35
NRAAO membership	\$50
RI Vehicle Value	\$150
	\$1,480

The cost of dues represents those organizations that the Tax Assessor maintains active membership for the enhancement of professional techniques and assessment administration.

450-6020 OPERATING SUPPLIES - \$1,400

Printer Toner	\$800
General Office Supplies	600
	\$1,400

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

SUPPLEMENTAL INFORMATION
FY2019-2020

450 - TAX ASSESSOR (cont'd):

450-6050 PROFESSIONAL DEVELOPMENT - \$ 1,700

VISION Software Training and Annual User Group Conference \$ 800

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 \$ 900

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.

450-6055 - PROFESSIONAL SERVICES - \$ 500

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

SUPPLEMENTAL INFORMATION
FY2019-2020

450 - TAX ASSESSOR (cont'd):

450-6060 PRINTING & BINDING - \$ 0

The Town Clerk's Office is the only office that requires a printed copy of the Tax Rolls

450-6070 TRAVEL EXPENSES - \$ 100

Travel reimbursement when municipal vehicle is unavailable or travel is close to employee home.

450-6075 SMALL TOOLS & EQUIPMENT - \$ 200

Replacement Measuring Devices	\$ 50
Replacement Camera/Supplies	150

TOTAL REQUESTED BUDGET \$ 169,848

**SUPPLEMENTAL INFORMATION
FY2019 – 2020**

455 - GIS:

455-5005 SALARY - \$85,947

New Fiscal Year Salary-	\$ 80,701	CPMA Grade 5D
Longevity -	\$ 5,246	13 years employment – 6.5%
Total	\$ 85,947	

455-5005.002-GIS INTERN – 12,000

To be shared with Wastewater	\$12,000
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The intern will provide assistance to the GIS Office and Wastewater Office on large projects as well as some in office work. Over the past few years the amount of environmental related projects requested of these two offices have greatly increased. Having interns to provide assistance over past few years has proven to be very helpful and productive.

455-6015 - DUES & SUBSCRIPTIONS - \$ 250

GIS professional license fee	\$ 250
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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 - \$ 3,800

Plotter Paper Rolls 24", 36" & 42"	\$ 600
Plotter Ink HP T2300	\$ 600
Repairs & Maintenance	\$ 800
GPS and Survey Equipment	\$ 800
Drone software/maintenance & upgrades	\$ 1,000

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

**SUPPLEMENTAL INFORMATION
FY2019 – 2020**

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 - \$5,400

Web-GIS upgrades and enhancements	\$ 1,000
GIS requested software enhancements	\$ 1,000
Tide Gauge Software and Web Services	\$ 1,000
Tide Gauge Maintenance	\$ 2,400

455-6070 TRAVEL EXPENSES - \$100

Travel Expenses \$ 100

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

455-6075 SMALL TOOLS & EQUIPMENT - \$1,600

Measuring Devices	\$ 500
Camera/Supplies	\$ 300
Misc. Office Equipment	\$ 800

TOTAL REQUESTED BUDGET \$ 110,297

SUPPLEMENTAL INFORMATION
FY 2019 – 2020

460 - TAX COLLECTOR:

460-5005 - SALARY - \$80,079

Tax Collector

2020 Salary \$ 72,799

Longevity \$ 7,280

Original DOH 8/22/90, FT7/1/1992

460-5010 - WAGES - \$41,451

Tax Collector Clerk DOH 5/30/2017

Tax Collector's Clerk	Current Salary
Step Increase 5/30/19	41,451

460-5025 - OVERTIME WAGES - \$0

This will allow for approximately 0 Hrs. of overtime @ \$00.00 per hour, based on Clerk's salary.

460-6015 - DUES/SUBSCRIPTIONS - \$115

Dues and subscription fees for Tax Collectors' associations - Northeast Regional Tax Collector's & Treasurer's Association (\$30), RIGFOA \$55) and Rhode Island Tax Collector's Association (\$30). (Membership fees are the same as 2019 Fiscal Year)

SUPPLEMENTAL INFORMATION

FY 2019 – 2020

460 - TAX COLLECTOR (cont'd):

460-6020 - OPERATING SUPPLIES - \$10,000

This account is used to purchase the paper and envelopes for the annual Tax Bills as well as general office supplies, such as paper for delinquent notices, letterhead, business cards, folders, storage materials, window and regular #10 envelopes, calculator and computer supplies (paper, toner cartridges, adding machine rolls and ribbon) along with the many other miscellaneous office supplies we need to operate on a daily basis. I am asking for an increase of \$1,000 from the last 2 years because the cost of printing the Tax Bills is approximately \$9,000. That leaves very little funding for office supplies throughout the year. We need to purchase the additional supplies to keep the office running smoothly. I may opt out of purchasing the pre-printed envelopes this year for the Lockbox in order to save money; the cost for the envelopes is \$900. The Lockbox address is printed on the bill. We have additional fees with the software company for providing the PDF copies of the bills online. The annual fee is \$1,125 for online PDF Tax Bills and Online Tax Rolls.

460-6050 – PROFESSIONAL DEVELOPMENT - \$1,000

Attendance to the annual Northeast Regional Tax Collectors & Treasurers Association Conference, request includes travel expenses to the 31st Annual Conference, which will be held in Maine. I am currently the NRTCTA Vice-President and will continue to be required to help with arrangements as well at the actual conference. I am not aware of the actual site as of yet. The site varies in an effort to attract more participants. The conference fees include lodging and most meals. The dates are usually in early to mid-September or late August. If unable to attend the NRTCTA Conference, the funds will be used for other professional development, such as Microsoft Office, Vision or any other courses needed for my department.

460-6070 - TRAVEL EXPENSE - \$200

Mileage reimbursement for personal car usage while making bank runs for change, if needed, seminars and meetings, as well as conference attendance.

460-6075 - SMALL TOOLS & EQUIPMENT - \$150

This line item provides for filing and organizing as well as other equipment needed by this department. I needed to replace my adding machine this year which cost more than expected. I would like to increase my budget by \$50 due to the rise in cost of supplies and actual equipment. (New receipt printers, etc.)

TOTAL REQUESTED BUDGET - \$132,995

TOWN OF CHARLESTOWN

Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.470.5005.000	Town Clerk Salary	\$69,866.16	\$71,263.40	\$72,403.00	\$74,575.00	\$37,287.51	\$78,732.00	\$78,732.00	\$78,732.00	\$78,732.00
01.470.5005.002	Town Clerk Longevity	\$5,240.04	\$5,701.02	\$6,154.00	\$6,339.00	\$3,169.40	\$7,086.00	\$7,086.00	\$7,086.00	\$7,086.00
01.470.5010.000	Town Clerk Wages	\$109,873.54	\$88,112.00	\$87,868.00	\$91,126.00	\$45,472.19	\$94,127.00	\$94,127.00	\$94,127.00	\$94,127.00
01.470.5010.003	Town Clerk Emp. Longevity	\$4,295.98	\$4,393.48	\$5,491.00	\$5,684.00	\$2,841.93	\$5,883.00	\$5,883.00	\$5,883.00	\$5,883.00
01.470.5025.000	Town Clerk Overtime Wages	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
01.470.6015.000	Dues & Subscriptions	\$860.00	\$951.00	\$985.00	\$985.00	\$165.00	\$825.00	\$825.00	\$825.00	\$825.00
01.470.6020.000	Operating Supplies	\$2,110.22	\$2,241.95	\$2,000.00	\$2,000.00	\$728.48	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
01.470.6050.000	Professional Development	\$1,513.70	\$1,390.30	\$1,390.00	\$1,390.00	\$236.65	\$1,390.00	\$1,390.00	\$1,390.00	\$1,390.00
01.470.6060.000	Printing & Binding	\$1,010.50	\$1,054.30	\$960.00	\$960.00	\$514.35	\$960.00	\$960.00	\$960.00	\$960.00
01.470.6065.000	Purchased Services	\$16,219.79	\$16,001.54	\$15,000.00	\$15,000.00	\$5,549.58	\$15,000.00	\$16,000.00	\$16,000.00	\$16,000.00
01.470.6075.000	Tools/Equipment	\$51.99	\$0.00	\$450.00	\$450.00	\$78.30	\$450.00	\$450.00	\$450.00	\$450.00
		\$211,041.92	\$191,108.99	\$193,701.00	\$199,509.00	\$96,043.39	\$207,453.00	\$208,453.00	\$208,453.00	\$208,453.00
01.480.5005.000	Town Planner Salary	\$72,757.88	\$76,068.20	\$76,068.00	\$78,350.00	\$39,175.24	\$80,701.00	\$80,701.00	\$80,701.00	\$80,701.00
01.480.5005.002	Town Planner Longevity	\$0.00	\$0.00	\$1,902.00	\$1,959.00	\$979.15	\$2,018.00	\$2,018.00	\$2,018.00	\$2,018.00
01.480.5010.000	Town Planner Wages	\$38,562.42	\$39,537.42	\$39,537.00	\$40,921.00	\$20,600.85	\$42,353.00	\$42,353.00	\$42,353.00	\$42,353.00
01.480.5010.002	Town Planner Emp Longevity	\$0.00	\$988.43	\$988.00	\$1,023.00	\$511.55	\$1,059.00	\$1,059.00	\$1,059.00	\$1,059.00
01.480.5025.000	Town Planner Overtime Wages	\$1,447.77	\$1,745.78	\$2,000.00	\$2,000.00	\$1,021.56	\$2,400.00	\$2,400.00	\$2,400.00	\$2,400.00
01.480.6015.000	Dues & Subscriptions	\$3,467.59	\$432.00	\$1,000.00	\$4,000.00	\$648.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
01.480.6020.000	Operating Supplies	\$181.87	\$308.70	\$600.00	\$600.00	\$496.66	\$800.00	\$600.00	\$600.00	\$600.00
01.480.6050.000	Professional Development	\$551.24	\$2,614.61	\$2,000.00	\$2,000.00	\$154.58	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
01.480.6055.000	Professional Services	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.480.6065.000	Purchased Services	\$275.00	\$0.00	\$1,800.00	\$1,800.00	\$450.00	\$3,600.00	\$1,800.00	\$1,800.00	\$1,800.00
01.480.6075.000	Tools/Equipment	\$0.00	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00	\$100.00	\$100.00	\$100.00
		\$117,243.77	\$121,695.14	\$128,995.00	\$132,753.00	\$64,037.59	\$136,031.00	\$134,031.00	\$134,031.00	\$134,031.00
01.490.4920.000	Miscellaneous Supplies	\$5,541.49	\$8,370.80	\$8,000.00	\$8,000.00	\$4,636.41	\$8,000.00	\$8,500.00	\$8,500.00	\$8,500.00
01.490.4925.000	Communications	\$39,520.77	\$42,826.90	\$42,000.00	\$42,000.00	\$19,836.84	\$42,000.00	\$42,000.00	\$42,000.00	\$42,000.00
01.490.4935.000	Advertising	\$33,921.71	\$51,945.35	\$35,000.00	\$35,000.00	\$9,824.67	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00
01.490.4945.000	Postage	\$15,809.89	\$21,442.02	\$20,000.00	\$20,000.00	\$13,373.69	\$20,000.00	\$21,000.00	\$21,000.00	\$21,000.00
01.490.4950.000	Computer Maint & Upgrades	\$111,837.98	\$105,576.34	\$137,900.00	\$137,900.00	\$65,528.93	\$162,850.00	\$162,850.00	\$162,850.00	\$162,850.00
01.490.4955.000	Pool Vehicle Maintenance	\$11,401.88	\$13,791.88	\$16,000.00	\$16,000.00	\$6,858.33	\$16,000.00	\$16,000.00	\$16,000.00	\$16,000.00
01.490.4970.000	Equipment Rental/Leases	\$13,744.63	\$14,369.56	\$13,750.00	\$13,750.00	\$6,531.49	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00
01.490.4980.000	Codification Update	\$2,116.68	\$4,188.18	\$4,000.00	\$4,000.00	\$1,195.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
01.490.4985.000	Bank Charges	-\$170.00	\$143.37	\$0.00	\$0.00	-\$175.00	\$0.00	\$0.00	\$0.00	\$0.00
01.490.5010.000	Wages	\$0.00	\$25,238.15	\$39,537.00	\$40,921.00	\$20,377.35	\$42,353.00	\$42,353.00	\$42,353.00	\$42,353.00
01.490.5010.003	Longevity	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,059.00	\$1,059.00	\$1,059.00	\$1,059.00
01.490.6065.000	Purchased Services	\$600.00	\$0.00	\$1,000.00	\$1,000.00	\$989.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
		\$234,325.03	\$287,892.55	\$317,187.00	\$318,571.00	\$148,976.71	\$346,012.00	\$347,512.00	\$347,512.00	\$347,512.00

SUPPLEMENTAL INFORMATION

FY2019-2020

470 - PUBLIC RECORDS

470-5005 - SALARY - \$85,818

FY2020	\$78,732	(Step 5D)
Longevity	\$ 7,086	(17 yrs employment)

470-5010 - WAGES - \$100,010

Deputy Town Clerk

FY2020	\$47,064	
Longevity	\$ 4,706	(21 yrs employment)

Deputy Town Clerk

FY2020	\$47,064	
Longevity	\$ 1,177	(6 yrs employment)

470-5025 - OVERTIME WAGES - \$1,000

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 and at an election/town financial referendum (We will be holding a minimum of 2 Local Elections during this fiscal year.)

470-6015 – DUES/SUBSCRIPTIONS - \$825

RI City & Town Clerks' Association - \$150
NE Association of City and Town Clerks - \$105
International Institute of Municipal Clerks' Association - \$150
Subscription – Westerly Sun - \$420

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 to verify the legal ads placed for Probate and Council meetings, per Charter requirements.

SUPPLEMENTAL INFORMATION

FY2019-2020

470-6020 - OPERATING SUPPLIES - \$2,000

Supplies for the operation of Town Clerk's office: Probate folders, toner cartridges, archival envelopes for plat maps, tape recording cassettes, receipt paper, binders for Board/Commission minutes, general office supplies.

470-6050 – PROFESSIONAL DEVELOPMENT - \$1,390

\$240 is earmarked for 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 (\$30 each for the Town Clerk and 1 Deputy).

\$900 is earmarked for the New England City and Town Clerks' Association Annual Conference to be held in Maine in November of 2019. (\$200 – registration; \$600 – hotel; \$100 - mileage)

\$250 is earmarked for additional education as opportunities are presented throughout the Budget year. (Athenian Dialogue = \$150 per session)

470-6060 - PRINTING AND BINDING - \$ 960

Purchase of Council Minutes Book - \$400, and Tax Books - \$460, letterhead, receipt books \$100

470-6065 - PURCHASED SERVICES - \$ 16,000

Processing of Land Evidence records and plat maps. Microfilming of Probates, Town Council Minutes, and Honorable Discharges. This amount is offset by the revenues taken in by land evidence recording and probates.

470-6075 - TOOLS AND EQUIPMENT - \$ 450

Miscellaneous office equipment upgrades and/or repairs.

TOTAL REQUESTED BUDGET: \$208,453

SUPPLEMENTAL INFORMATION
FY 2019 – 2020

480 – TOWN PLANNER:

<u>480-5005 – SALARY</u>	<u>\$82,719</u>
FY 20 Salary	\$80,701
Longevity	\$ 2,018

<u>480-5010 – WAGES</u>	<u>\$43,412</u>
FY 20 Salary	\$42,353
Longevity	\$ 1,059

Planning Clerk Wages:

The Planning Department Clerk serves as primary support for the Town Planner as well as the Planning Commission. The clerical position for the Planning Department has a set of responsibilities that are in addition to the standard clerical position. The Clerk is responsible for the collection and assembly of all material that is provided to the Planning Commission for their meetings, and for proper notice and advertisement as required by local and state regulations relating to land development. The Clerk is also required to attend those meetings and create and manage the minutes.

480-5025 – OVERTIME WAGES - \$2,400

The Planning Commission has a regular meeting typically on the fourth Wednesday of every month, and a workshop or special meeting on the second Wednesday of every month. There is a minimum of one meeting a month and two meetings scheduled for most months, with the exception of a summer month and a holiday month. The overtime requested is to cover the Clerk for 22 (+/-) Planning Commission regular meetings and workshop or special meetings. There is always the possibility that a large application or time consuming project will come before the Commission, or the Clerk will be asked to attend a site walk meeting or support another board or ad-hoc committee's meeting, in which case additional time will be required.

480-6015 – DUES & SUBSCRIPTIONS - \$1,000

American Planning Association National and Rhode Island Chapter dues and membership dues for the American Institute of Certified Planners (AICP) (\$450), and professional journals and research materials for the department (\$550).

SUPPLEMENTAL INFORMATION
FY 2018 – 2019

480 – TOWN PLANNER (cont'd):

480-6020 – OPERATING SUPPLIES - \$600

Stationary, paper and labels; binders, notebooks and filing supplies; highlighters, pens and pencils; dvds and tapes; boxes for storage; and other miscellaneous office equipment used by the Planning Department.

480-6050 – PROFESSIONAL DEVELOPMENT - \$2,000

Conference attendance fees and training sessions including the National APA Conference, the APA Southern New England Planning Conference; GrowSmart training sessions; and other various professional development opportunities in the region. Ongoing professional development is necessary in the community planning field and representation at various professional events in the region is an asset to the Town of Charlestown.

480-6050 – PURCHASED SERVICES - \$1,800

Procurement of professional consultant review services, principally for subdivision and land development applications under review by the Planning Commission.

480-6075 – TOOLS and EQUIPMENT - \$100

Miscellaneous small tools and equipment such as batteries, as well as repairs to existing office equipment and purchase of equipment and software which may need to be replaced within the department.

TOTAL REQUESTED BUDGET – \$134, 031

SUPPLEMENTAL INFORMATION
FY 2019- 2020

490- CENTRAL SERVICES:

490-4920 - MISCELLANEOUS SUPPLIES - \$8,500

Purchase paper for all copiers in Town Hall, as well as toner and all other miscellaneous items pertaining to copy machines. Also covers cost of water for all Town facilities.

490-4925 – COMMUNICATIONS - \$42,000

Monthly telephone expenses for all areas except new police department. Includes pagers, radio communications, repairs to radios, etc.

490-4935 - ADVERTISING - \$35,000

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

490-4945 - POSTAGE - \$21,000

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

SUPPLEMENTAL INFORMATION

FY 2019- 2020

490 - CENTRAL SERVICES (cont'd):

490-4950 - COMPUTERS & MAINTENANCE - \$162,850

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

Computer Hardware:	25,000
Computer Software:	6,500
Consultants:	15,000
Sub-total	<u>46,500</u>
Software Maintenance Agreements	<u>116,350</u>
Total	\$162,850

See attached detail

Software Maintenance Agreements (Current)

Vision Government Solutions:

CAMA Software (Licensing + Support)	15,000
CAMA GIS Online Modeling	2,000
CAMA Data Web Hosting / Backup	7,000
Tax Admin	4,000
Tax Collection	4,000
Building Official Tyler Technologies	3,000
Unifund - BudgetSense Gilbarco, Inc	17,500
Gasboy Avenet	250
GovOffice - Town Webpage Town Clerk Software	700
Probate, Dog License, Business License	6,600
Boat Mooring Accela / IQM2	500
- TC Agenda, Minutes, Video Streaming	11,500
- Planning Agenda, Minutes, Video Streaming	
- Zoning Agenda, Minutes, Video Streaming	

GIS:		
	ESRI	ArcGIS & ArcView
		4,700
		MapInfo
		1,000
WebGIS:		New England Geo Systems
		3,500
Emergency Communication Network Inc		Code
		Red
		6,000
CapturePoint		Parks & Rec Program Attendance software
		1,500
Curia Systems:		Municipal Court
		6,000
Computer Network:		ScaleCare - HC1150z
		9,500
		ScaleCare - HC1100
		5,000
		ESTS Antivirus
		1,100
		GoDaddy webmail SSL certificate
		1,000
		Barracuda Email Archiver
		2,500
		Barracuda Spam Filter
		2,500
		<hr/>
		116,350
		<hr/>
		\$ 162,850
		<hr/>

SUPPLEMENTAL INFORMATION
FY 2019- 2020

490 - CENTRAL SERVICES (cont'd):

490-4955 - POOL VEHICLE MAINTENANCE - \$16, 000

Gasoline usage and general repairs for eight vehicles used by Town Hall staff, including Recreation, Tax Assessor, Building Official, Town Planner and Animal Control Officer.

490-4970 - EQUIPMENT LEASE/RENTAL - \$13,750

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.

490-4980 - CODIFICATION UPDATE - \$4,000

Ordinances approved by Council and sent to General Code for inclusion in the Town Code of Ordinances and Planning records.

490-4985 – BANK CHARGES - \$0

Monthly investment account fees.

490-5010 – TOWN HALL CLERK - \$43,412

FY 2018-2019 Base Salary	\$42,353
Longevity	\$ 1,059 (5 yrs employment)
Total	\$43,412

490-6065- PURCHASED SERVICES - \$1,000

This line item funds document shredding expense for municipal departments last done in FY2016.

TOTAL REQUESTED BUDGET \$347,512

TOWN OF CHARLESTOWN

Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.510.4925.000	Communications									
01.510.4945.000	Postage	\$25,454.63	\$16,022.41	\$15,000.00	\$15,000.00	\$7,959.35	\$15,000.00	\$16,000.00	\$16,000.00	\$16,000.00
01.510.4950.000	Computer Maintenance	\$23.30	\$62.20	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00
01.510.4970.000	Equipment Rental/Leases	\$5,414.39	\$39,719.34	\$25,000.00	\$25,000.00	\$16,016.44	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
01.510.4975.000	Equipment Maint/Contracts	\$4,747.98	\$5,533.12	\$5,500.00	\$5,500.00	\$2,499.45	\$5,800.00	\$5,800.00	\$5,800.00	\$5,800.00
01.510.5000.000	Police Chief Salary	\$39,634.95	\$43,305.87	\$45,443.00	\$45,443.00	\$37,247.11	\$48,500.00	\$48,500.00	\$48,500.00	\$48,500.00
01.510.5000.002	Police Chief Longevity	\$90,619.88	\$93,736.23	\$92,432.00	\$95,205.00	\$50,422.15	\$98,061.00	\$98,061.00	\$98,061.00	\$98,061.00
01.510.5005.000	Police Salaries	\$0.00	\$4,027.72	\$2,311.00	\$9,521.00	\$4,760.21	\$9,806.00	\$9,806.00	\$9,806.00	\$9,806.00
01.510.5005.002	Police Longevity	\$1,189,622.05	\$1,174,143.70	\$1,292,961.00	\$1,316,811.00	\$649,573.56	\$1,386,844.00	\$1,386,844.00	\$1,386,844.00	\$1,386,844.00
01.510.5010.000	Dispatch Wages	\$82,713.45	\$73,087.95	\$90,994.00	\$90,994.00	\$35,726.08	\$77,734.00	\$77,734.00	\$77,734.00	\$77,734.00
01.510.5010.001	Police Secretary Wages	\$181,741.53	\$164,733.24	\$176,115.00	\$182,469.00	\$82,253.78	\$188,899.00	\$188,899.00	\$188,899.00	\$188,899.00
01.510.5010.003	Dispatcher Longevity Pay	\$42,255.97	\$51,408.92	\$41,157.00	\$42,598.00	\$29,340.07	\$44,089.00	\$44,089.00	\$44,089.00	\$44,089.00
01.510.5010.006	Police Sec Longevity Wages	\$9,619.74	\$9,829.53	\$10,497.00	\$10,497.00	\$5,065.83	\$11,753.00	\$11,753.00	\$11,753.00	\$11,753.00
01.510.5010.007	Accreditation Admin Assistant	\$4,018.30	\$4,115.80	\$4,116.00	\$4,260.00	\$2,129.90	\$4,409.00	\$4,409.00	\$4,409.00	\$4,409.00
01.510.5012.000	Police Custodians Wages	\$11,636.25	\$3,955.06	\$15,000.00	\$15,000.00	\$0.00	\$17,784.00	\$17,784.00	\$17,784.00	\$17,784.00
01.510.5025.000	Police Overtime Wages	\$19,429.97	\$26,452.92	\$31,042.00	\$31,042.00	\$13,698.17	\$35,568.00	\$35,568.00	\$35,568.00	\$35,568.00
01.510.5025.001	Dispatcher Overtime Wages	\$257,749.64	\$262,638.37	\$220,000.00	\$220,000.00	\$129,523.91	\$220,000.00	\$220,000.00	\$220,000.00	\$220,000.00
01.510.5025.002	Police Sec Overtime Wages	\$33,230.96	\$26,487.77	\$15,000.00	\$15,000.00	\$19,315.77	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
01.510.5030.000	Police Holiday Pay	\$0.00	\$243.78	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.510.5030.001	Dispatcher Holiday Pay	\$81,612.20	\$78,047.42	\$89,287.00	\$92,287.00	\$49,635.23	\$95,721.00	\$95,721.00	\$95,721.00	\$95,721.00
01.510.5035.000	Police Temporary Pay	\$16,388.00	\$20,191.86	\$12,386.00	\$12,386.00	\$8,991.59	\$13,285.00	\$13,285.00	\$13,285.00	\$13,285.00
01.510.5040.000	Police Detail Pay	\$6,944.82	\$20,342.17	\$22,000.00	\$22,000.00	\$12,733.75	\$22,000.00	\$22,000.00	\$22,000.00	\$22,000.00
01.510.5070.000	Police Uniforms	\$13,726.00	\$7,713.35	\$0.00	\$0.00	\$9,299.29	\$0.00	\$0.00	\$0.00	\$0.00
01.510.6005.000	Police Training	\$28,753.00	\$27,192.89	\$29,750.00	\$29,750.00	\$14,163.95	\$29,750.00	\$29,750.00	\$29,750.00	\$29,750.00
01.510.6010.000	Police Tuition Reimbursement	\$8,637.18	\$19,525.57	\$20,000.00	\$20,000.00	\$7,442.10	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
01.510.6015.000	Dues & Subscriptions	\$2,884.30	\$19,018.64	\$12,000.00	\$12,000.00	\$0.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
01.510.6020.000	Operating Supplies	\$1,634.15	\$741.00	\$1,500.00	\$1,500.00	\$360.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
01.510.6025.000	Operating Supply/Vehicle	\$7,100.68	\$10,122.53	\$11,000.00	\$11,000.00	\$4,904.86	\$11,000.00	\$11,000.00	\$11,000.00	\$11,000.00
01.510.6040.000	Maintenance & Repairs	\$39,637.88	\$49,975.58	\$90,290.00	\$90,290.00	\$35,301.51	\$90,290.00	\$90,290.00	\$80,000.00	\$80,000.00
01.510.6045.000	Police Maintenance Supplies	\$31,012.97	\$22,993.17	\$30,000.00	\$30,000.00	\$15,412.51	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
01.510.6050.000	Professional Development	\$4,176.46	\$5,762.71	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.510.6052.000	Police Accreditation	\$640.35	\$335.29	\$1,000.00	\$1,000.00	\$142.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
01.510.6055.000	Professional Services	\$2,055.03	\$1,500.00	\$2,000.00	\$2,000.00	\$100.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
01.510.6065.000	Purchased Services	\$4,099.98	\$6,303.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.510.6065.006	Police Trash Removal	\$14,727.92	\$18,941.55	\$20,200.00	\$20,200.00	\$7,989.47	\$20,200.00	\$20,200.00	\$20,200.00	\$20,200.00
01.510.6070.000	Travel Expense	\$3,270.36	\$5,091.03	\$0.00	\$0.00	\$2,567.53	\$0.00	\$0.00	\$0.00	\$0.00
01.510.6075.000	Tools/Equipment	\$122.00	\$238.00	\$350.00	\$350.00	\$560.86	\$350.00	\$350.00	\$350.00	\$350.00
01.510.6165.000	Repairs & Maint - Facility	\$13,415.88	\$19,249.24	\$18,000.00	\$18,000.00	\$11,454.17	\$19,000.00	\$19,000.00	\$19,000.00	\$19,000.00
01.510.6195.000	Utilities	\$12,252.06	\$15,761.85	\$15,000.00	\$15,000.00	\$8,613.10	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
		\$59,413.48	\$48,849.55	\$66,250.00	\$66,250.00	\$27,918.54	\$70,150.00	\$70,150.00	\$70,150.00	\$70,150.00
		\$2,350,417.69	\$2,397,401.25	\$2,523,581.00	\$2,568,353.00	\$1,303,322.24	\$2,672,493.00	\$2,673,693.00	\$2,663,403.00	\$2,663,403.00

SUPPLEMENTAL INFORMATION
FY 2019-2020

510 POLICE DEPARTMENT

510-4925 - COMMUNICATIONS - \$16,000

Police telecommunications services for emergency dispatch and office phones.

510-4945 - POSTAGE - \$200

510-4950 - COMPUTER MAINTENANCE - \$30,000

Computer licenses, software, hardware and upgrades for desktops and mobile data terminals, IT security devices, IT technical services, maintenance and repairs. Includes facility surveillance technology, CCTV system and proximity security system maintenance.

510-4970 - EQUIPMENT RENTAL/LEASE - \$ 5,800

Rental of main copy machine and electronic postage meter expenses.

510-4975 - EQUIPMENT CONTRACTS / MAINTENANCE - \$48,500

Tri-Tech RMS System	\$ 15,400
Carousel Telephone Recordings	4,150
Power DMS (Training / Accreditation)	5,700
All Traffic Solutions (Remote Services)	1500
Higgins ID Card Device PM	450
Praetorian Digital (Police-One)	2,300
HVAC Quarterly PM	4,800
Griggs & Browne	400
Fire Alarm Inspections	4,000
Elevator Inspections	3,800
Acorn Digital Recording System	1,700
Cogent Live-scan Fingerprinting	3,500
Lexis Nexis (Accurint)	800

SUPPLEMENTAL INFORMATION
FY 2019-2020

510-5000 - ADMINISTRATION - \$107,867

2020 Salary	\$98,061
Longevity	\$ 9,806

510-5005 - Salaries - \$1,464,578

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

Rank	Salary	Longevity	TOTAL WAGES
Lieutenant	\$85,318.38	\$8,531.84	\$93,850.22
Lieutenant	\$85,318.38	\$8,531.84	\$93,850.22
Sergeant	\$77,907.33	\$3,895.37	\$81,802.70
Sergeant	\$77,907.33	\$4,674.44	\$82,581.77
Sergeant	\$77,907.33	\$6,232.59	\$84,139.92
Sergeant	\$77,907.33	\$5,843.05	\$83,750.38
Detective	\$73,596.18	\$5,519.71	\$79,115.89
Detective	\$73,596.18	\$7,359.62	\$80,955.80
Patrolman	\$70,506.44	\$6,345.58	\$76,852.02
Patrolman	\$70,506.44	\$4,582.92	\$75,089.36
Patrolman	\$70,506.44	\$7,050.64	\$77,557.08
Patrolman	\$70,506.44	\$7,050.64	\$77,557.08
Patrolman	\$70,506.44	\$2,115.19	\$72,621.63
Patrolman	\$67,336.87	\$0.00	\$67,336.87
Patrolman	\$67,151.00	\$0.00	\$67,151.00
Patrolman	\$69,947.97	\$0.00	\$69,947.97
Patrolman	\$66,032.00	\$0.00	\$66,032.00
Patrolman	\$68,353.78	\$0.00	\$68,353.78
Patrolman	\$66,032.00	\$0.00	\$66,032.00
	\$1,386,844.26	\$77,733.43	\$1,464,577.69

SUPPLEMENTAL INFORMATION
FY 2019-2020

510-5010 - WAGES (DISPATCH AND SECRETARY) - \$266,934

Secretary	Teamsters' Union	Wages 44,089	Longevity 4,409	Total 48,498
	Laborers' Union	Wages	Longevity	
Dispatcher		48,971	4,407	53,378
Dispatcher		48,971	4,897	53,868
Dispatcher		48,971	2,449	51,420
Dispatcher		41,986		41,986
		188,899	11,753	200,652
Accreditation and Training Admin Assistant (\$18.00/hr. x 38 hrs. / 26 pays)				17,784
Total				266,934

510-5012 - Custodian Wage - \$35,568

Custodian / Building Maintenance staff currently paid \$18.00/hour.

	per hour	#of hours	26 Pays	Total
Maintenance	\$18.00	38	\$35,568.00	\$35,568.00

510-5025 Overtime - \$235,000

Overtime is used to cover sworn officer absences caused by the use of vacation, sick and/or personal leave, officer injuries and minimum staffing requirements. The overtime line also covers mandatory dispatcher backfills and agency court attendance needs. Agency overtime needs may fluctuate with unanticipated staffing shortages and increased seasonal demands on public safety services in any given fiscal year.

SUPPLEMENTAL INFORMATION
FY 2019-2020

510-5030 - Holiday Pay - \$109,006

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)

SUPPLEMENTAL INFORMATION
FY 2019-2020

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
Chief	98,061.41	47.1449	8	377.16	12	4,525.91	70.7174	-	-	8	-	4,525.91
Lieutenant	85,318.38	43.8303	8	350.64	4	1,402.57	65.7455	8	525.96	8	4,207.71	5,610.28
Lieutenant	85,318.38	43.8303	8	350.64	4	1,402.57	65.7455	8	525.96	8	4,207.71	5,610.28
Sergeant	77,907.33	40.0231	8	320.18	4	1,280.74	60.0346	8	480.28	8	3,842.22	5,122.95
Sergeant	77,907.33	40.0231	8	320.18	4	1,280.74	60.0346	8	480.28	8	3,842.22	5,122.95
Sergeant	77,907.33	40.0231	8	320.18	4	1,280.74	60.0346	8	480.28	8	3,842.22	5,122.95
Sergeant	77,907.33	40.0231	8	320.18	4	1,280.74	60.0346	8	480.28	8	3,842.22	5,122.95
Detective	73,596.18	37.8083	8	302.47	4	1,209.87	56.7125	8	453.70	8	3,629.60	4,839.47
Detective	73,596.18	37.8083	8	302.47	4	1,209.87	56.7125	8	453.70	8	3,629.60	4,839.47
Patrolman	70,506.44	36.2210	8	289.77	4	1,159.07	54.3316	8	434.65	8	3,477.22	4,636.29
Patrolman	70,506.44	36.2210	8	289.77	4	1,159.07	54.3316	8	434.65	8	3,477.22	4,636.29
Patrolman	70,506.44	36.2210	8	289.77	4	1,159.07	54.3316	8	434.65	8	3,477.22	4,636.29
Patrolman	70,506.44	36.2210	8	289.77	4	1,159.07	54.3316	8	434.65	8	3,477.22	4,636.29
Patrolman	70,506.44	36.2210	8	289.77	4	1,159.07	54.3316	8	434.65	8	3,477.22	4,636.29
Patrolman	69,947.97	35.9341	8	287.47	4	1,149.89	53.9012	8	431.21	8	3,449.68	4,599.57
Patrolman	68,353.78	35.1152	8	280.92	4	1,123.69	52.6728	8	421.38	8	3,371.06	4,494.74
Patrolman	67,336.87	34.5928	8	276.74	4	1,106.97	51.8891	8	415.11	8	3,320.90	4,427.87
Patrolman	67,151.00	34.4973	8	275.98	4	1,103.91	51.7459	8	413.97	8	3,311.74	4,415.65
Patrolman	66,032.00	33.9224	8	271.38	4	1,085.52	50.8836	8	407.07	8	3,256.55	4,342.07
Patrolman	66,032.00	33.9224	8	271.38	4	1,085.52	50.8836	8	407.07	8	3,256.55	4,342.07
Police Holiday Pay											95,720.67	
Dispatchers												
Dispatchers	48,970.59	26.9069	8	215.26	4	861.02	40.3604	8	322.88	8	2,583.06	3,444.09
Dispatchers	48,970.59	26.9069	8	215.26	4	861.02	40.3604	8	322.88	8	2,583.06	3,444.09
Dispatchers	48,970.59	26.9069	8	215.26	4	861.02	40.3604	8	322.88	8	2,583.06	3,444.09
Dispatchers	41,986.16	23.0693	8	184.55	4	738.22	34.6040	8	276.83	8	2,214.65	2,952.87
Dispatchers Holiday Pay											13,285.13	
Total Holiday Pay											109,005.80	

SUPPLEMENTAL INFORMATION
FY 2019-2020

Emergency Services Dispatchers

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

This line is used to pay for part-time employees to include; part-time Dispatchers, Special Police Officers and Traffic Constables when working for the town.

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

Uniform clothing allowances for full-time Police Officers per FOP 40 contract.

510-6005 - Training - \$20,000

This line item funds the agency's continual program of training personnel in all high liability areas of law enforcement and emergency services. Training in many disciplines is required by state law, in addition training is necessary in order to maintain industry best practices. This line includes travel and accommodations where necessary. Maintenance of the agency's RIPAC accreditation requires sworn officers and civilian staff to participate in an increasing number of industry related trainings, certification and recertification annually and bi-annually.

510-6010 - Tuition Reimbursement - \$20,000

This line item is used to pay or reimburse officers for eligible college courses expenses in the area of; administration of justice or criminal justice related programs as provided for under the RI 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 in these job specific areas. The investment in continuing education of CPD's law enforcement officers increases the agency's overall professionalism while reducing municipal liability.

10 Courses @ \$2,000 each \$ 20,000

SUPPLEMENTAL INFORMATION
FY 2019-2020

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

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

510-6020 - Operating Supplies / Programs - \$11,000

The line item is used to purchase and maintain the agency's office supplies which are necessary for effective and efficient departmental operations. In addition, this line funds the agency's increasing and continual effort toward community policing and our community policing initiatives.

510-6025 - Operating Supplies – Vehicles/Generator - \$80,000

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

Gas	1400	12	\$3.50	\$58,800
Diesel	300	12	\$3.65	\$13,140

The police cruisers and administrative vehicle use an average of two sets of tires per year. The department benefits from government pricing in the purchase of tires.

Number of Tires	Estimated Cos	TOTAL
50	\$ 139.00	\$6,950.00

Supplies: Oil, Washer Fluid, etc	\$1,110.00
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SUPPLEMENTAL INFORMATION
FY 2019-2020

510-6040 - Police Cruiser Maintenance & Repair - \$30,000

This line is used for the repair, maintenance and replacement of all motor vehicle related equipment for the department.

510-6050 - Professional Development - \$ 3,000

This line is used for the Chief of Police to attend continuing training in management, leadership and executive development.

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

This line is used to pay annual dues to the Rhode Island Police Accreditation Commission (RIPAC) in order to maintain the agency's accreditation credentials.

510-6065 - Purchased Services - \$20,200

Dispatcher Uniform Allowance	\$	2,000
Firearms Range	\$	2,500
Police Secretary	\$	700
Uniform Cleaning	\$	8,000
Trash Service	\$	3,500
Professional Services	\$	3,500

510-6070 - Travel -\$ 350

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.

SUPPLEMENTAL INFORMATION
FY 2019-2020

510-6075 - Tools and Equipment - \$19,000

This line item allows the Department to purchase any equipment that it may need to function in the coming year.

Detective replacement/new updated equipment	\$	2,250
Patrol Gear and Equipment	\$	3,250
Janitorial Supplies	\$	3,500
Ammunition	\$	10,000

510-6165 - Repairs & Maintenance - \$15,000

Estimated expenses for the building:

Septic Cleaning	\$	250
Generator	\$	1,150
Heating/Cooling System	\$	13,600
Total	\$	15,000

510-6195 - Utilities – \$70,150

Electricity	\$	35,530
No. 2 Fuel Oil (13,000 gal @ \$3.00/gal)	\$	30,000
Verizon FIOS 1GB Data Service	\$	3,900
Internet (60.00/mo. X 12 months)	\$	720
Total	\$	70,150

TOTAL REQUESTED BUDGET: \$ 2,663,403

TOWN OF CHARLESTOWN

Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.520.5005.000	Building Inspector Salary	\$83,155.38	\$85,452.83	\$85,299.00	\$87,585.00	\$43,876.45				
01.520.5005.002	Building Inspector Longevity	\$2,078.96	\$2,136.36	\$2,132.00	\$2,190.00	\$1,108.24	\$90,494.00	\$90,494.00	\$90,494.00	\$90,494.00
01.520.5010.000	Building Inspector Wages	\$80,588.56	\$122,733.53	\$88,328.00	\$89,967.00	\$44,777.42	\$2,263.00	\$2,263.00	\$2,263.00	\$2,263.00
01.520.5010.003	Building Inspector Emp Longevity	\$5,537.48	\$2,733.57	\$3,954.00	\$2,315.00	\$0.00	\$145,705.00	\$145,705.00	\$145,705.00	\$145,705.00
01.520.5015.000	Building Inspector Part-time Field Inspector	\$15,660.20	\$16,342.74	\$38,610.00	\$38,610.00	\$20,896.16	\$0.00	\$0.00	\$0.00	\$0.00
01.520.5025.000	Building Inspector Overtime Wages	\$913.64	\$1,301.10	\$1,000.00	\$1,000.00	\$464.88	\$14,149.00	\$14,149.00	\$14,149.00	\$14,149.00
01.520.6015.000	Dues & Subscriptions	\$402.99	\$492.80	\$450.00	\$450.00	\$260.00	\$1,000.00	\$2,000.00	\$2,000.00	\$2,000.00
01.520.6020.000	Operating Supplies	\$1,193.78	\$1,244.27	\$1,400.00	\$1,400.00	\$786.28	\$450.00	\$500.00	\$500.00	\$500.00
01.520.6050.000	Professional Development	\$723.73	\$679.47	\$1,800.00	\$1,800.00	\$1,839.67	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00
01.520.6065.000	Purchased Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
01.520.6070.000	Travel Expense	\$240.75	\$617.42	\$250.00	\$250.00	\$271.45	\$0.00	\$0.00	\$30,000.00	\$30,000.00
01.520.6075.000	Tools/Equipment	\$0.00	\$164.00	\$400.00	\$400.00	\$0.00	\$250.00	\$500.00	\$500.00	\$500.00
		\$190,495.47	\$233,898.09	\$223,623.00	\$225,967.00	\$114,280.55	\$257,911.00	\$259,211.00	\$289,211.00	\$289,211.00
01.530.5010.000	CEMA Wages	\$41,998.84	\$42,806.34	\$42,839.00	\$42,839.00	\$22,061.91				
01.530.6005.000	Training Exercises Cost	\$606.81	\$634.58	\$1,000.00	\$1,000.00	\$31.63	\$45,448.00	\$45,448.00	\$45,448.00	\$45,448.00
01.530.6015.000	Dues & Subscriptions	\$250.00	\$250.00	\$250.00	\$250.00	\$150.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
01.530.6020.000	Operations/Communications & Supplies	\$4,350.56	\$4,331.83	\$4,950.00	\$4,950.00	\$2,599.23	\$250.00	\$250.00	\$250.00	\$250.00
01.530.6025.000	Operating Supplies/Vehicle	\$625.35	\$1,628.40	\$1,500.00	\$1,500.00	\$357.38	\$4,950.00	\$4,950.00	\$4,950.00	\$4,950.00
01.530.6040.000	Repairs & Maintenance	\$1,745.55	\$2,336.27	\$2,500.00	\$2,500.00	\$1,375.10	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
01.530.6050.000	Professional Development	\$0.00	\$53.13	\$1,000.00	\$1,000.00	\$44.16	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
01.530.6060.000	Printing & Binding	\$0.00	\$0.00	\$500.00	\$500.00	\$73.78	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
01.530.6065.000	Purchased Services & Uniforms	\$604.89	\$1,288.08	\$1,500.00	\$1,500.00	\$437.79	\$500.00	\$500.00	\$500.00	\$500.00
01.530.6070.000	Travel Expense	\$213.02	\$86.77	\$500.00	\$500.00	\$20.16	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
01.530.6073.000	Hazard Mitigation Plan	\$2,364.10	\$1,450.39	\$2,000.00	\$2,000.00	\$1,557.43	\$500.00	\$500.00	\$500.00	\$500.00
01.530.6075.000	Tools & Equipment	\$1,224.46	\$3,481.08	\$4,700.00	\$4,700.00	\$1,323.51	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
01.530.6090.000	Grant Match Funding	\$0.00	\$1,217.50	\$4,000.00	\$4,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
		\$53,983.58	\$59,564.37	\$67,239.00	\$67,239.00	\$30,032.08	\$70,648.00	\$70,648.00	\$69,148.00	\$69,148.00
01.540.5005.000	ACO Salary	\$43,333.42	\$44,373.42	\$44,373.00	\$45,926.00	\$22,963.20				
01.540.5005.002	ACO Longevity	\$4,333.42	\$4,437.42	\$4,437.00	\$4,593.00	\$2,296.32	\$47,534.00	\$47,534.00	\$47,534.00	\$47,534.00
01.540.5010.000	ACO Wages	\$20,409.04	\$23,941.19	\$25,408.00	\$25,408.00	\$12,212.47	\$4,753.00	\$4,753.00	\$4,753.00	\$4,753.00
01.540.5025.000	ACO Overtime Wages	\$5,213.02	\$1,566.40	\$2,575.00	\$2,575.00	\$236.81	\$26,975.00	\$26,975.00	\$26,975.00	\$26,975.00
01.540.6020.000	Operating Supplies	\$5,844.59	\$3,140.36	\$6,500.00	\$6,500.00	\$1,777.74	\$2,575.00	\$2,575.00	\$2,575.00	\$2,575.00
01.540.6040.000	Maintenance & Repairs	\$1,552.68	\$420.63	\$4,500.00	\$4,500.00	\$402.02	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00
01.540.6050.000	Professional Development	\$35.00	\$625.00	\$700.00	\$700.00	\$0.00	\$6,000.00	\$6,000.00	\$4,500.00	\$4,500.00
01.540.6055.000	Professional Services	\$8,934.86	\$9,224.12	\$10,000.00	\$10,000.00	\$2,133.61	\$700.00	\$700.00	\$700.00	\$700.00
01.540.6075.000	Tools/Equipment	\$533.00	\$5,546.71	\$800.00	\$800.00	\$287.64	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
		\$90,189.03	\$93,275.25	\$99,293.00	\$101,002.00	\$42,309.81	\$800.00	\$800.00	\$800.00	\$800.00
							\$105,837.00	\$105,837.00	\$104,337.00	\$104,337.00

SUPPLEMENTAL INFORMATION
FY 2019-2020

520 - BUILDING OFFICIAL:

520-5005 - SALARY - \$92,757

Building Official -

FY2020 Salary \$90,494

Longevity \$2,263

520-5010 - WAGES - \$145,705

Building/Zoning Secretary

FY2020 Salary \$40,777

Building/Electrical Inspector -

FY2020 Salary \$54,429

Zoning/Code Enforcement Officer -

FY2020 Salary \$50,499

520-5015 – PART-TIME INSPECTORS – Current \$14,149

Plumbing/Mechanical Inspector -Salary - \$14,149

(PT 10 hours / week @ \$25.50)

520-5025 - OVERTIME WAGES - \$2,000

Building/Zoning Clerk for 12 plus or minus Zoning Board meetings based on Teamster's Local 251 contract.

520-6015 - DUES & SUBSCRIPTIONS - \$500

RIBOA Membership Dues, RIFMA Conference & Dues, ASFPM Membership Dues, Building Code & Commentary Books, Building & Zoning Journals.

SUPPLEMENTAL INFORMATION
FY 2019 – 2020

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 - \$1,800

Building Official / Floodplain Manager Professional Development & Continuing Education as required by State Law for continued certification.

520-6065 – PURCHASED SERVICES - \$30,000

Building Official will be able to hire outside services when demand is high.

520-6070 – TRAVEL EXPENSE - \$500

Personal vehicle travel expense.

520-6075 – TOOLS & EQUIPMENT - \$400

Miscellaneous field tools and large office equipment.

TOTAL REQUESTED BUDGET \$289,211

SUPPLEMENTAL INFORMATION
FY 2019 – 2020

530 – EMERGENCY MANAGEMENT

530-5010 – WAGES - \$ 45,448

Director (Includes mileage)

Salary for 2019/2020 @ \$2,351.83/mo. = \$28,222

Deputy Director/ Special Needs

Salary for 2019/2020 @ \$478.47mo. = \$5,742

Assistant Director/ Operations Officer

Salary for 2019/2020 @ \$478.47mo. = \$5,742

Assistant Director /MEDS (Support for local portion of Federal Medical Emergency Distribution System/MEDS program)

Salary for 2019/2020 @ \$478.47mo. = \$5,742

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.

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).

SUPPLEMENTAL INFORMATION

FY 2019 – 2020

530 – EMERGENCY MANAGEMENT (cont'd)

530-6020 - OPERATING SUPPLIES - \$4,950

Postage	\$ 100	Office Supplies	\$250
Vehicle lighting permits	\$ 30	Task Force Expense	\$380
Verizon Air Card Service (\$50 per month x2)*	\$1,200	Shelter Manager Pager	\$190
Sprint Phone service (Director, Deputy, MEDS & Comm. Officer)	\$2,760		
		Total	\$4,950

530-6025- Operating Supplies (Vehicle) - \$1,500

Line to support 2012 Ford Expedition 4x4, 1993 EMA HMMWV and 2009 Haulmark Trailer but not limited to Fuel, Wiper blades, Lube/Oil/Filters and Tires.

530-6040- Repairs and Maintenance (Vehicle) – \$2,500

Line to support 2012 Ford Expedition 4x4, 1993 EMA HMMWV and 2009 Haulmark Trailer for large scale scheduled service and repair contingency.

530-6050- Professional Development & Seminar(s) - \$1,000

Continuing Education related to the Emergency Management Profession	\$500
Charlestown share of regional meeting support	\$500

530-6060- PRINTING & BINDING - \$500

Miscellaneous printing costs for copies of state/regional plans 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
	<hr/> 1,500

530-6070- TRAVEL- \$500

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

SUPPLEMENTAL INFORMATION
FY 2019 – 2020

530 – EMERGENCY MANAGEMENT (cont'd)

530-6073 – Hazard Mitigation Plan - \$2,500

On-going support to prepare and update the Hazard Mitigation Plan.

A current, approved plan is necessary for FEMA Post Disaster Mitigation Project(s) Funding and for Federal Community Rating System/CRS Flood Insurance Points.)

530-6075 - TOOLS & EQUIPMENT- \$5,000

Emergency Operating Center/HRT (Ham Radio) support equipment	500
Charlestown MEDS Team (Alternate Budget Funded)	0
CERT/Community Emergency Response Team support equipment	500
Charlestown Emergency Shelter Team support equipment	500
"Special Needs" required products.	500
Supplies (Stored/ Example: Blankets)	1,000
Supplies (Expendable/ Example: Disposal Batteries)	1,000
Contingency for emergency purchases and equipment	<u>1,000</u>
	<u>5,000</u>

530-6090- Grant Match Funding (for Public Projects) - \$2,500

Throughout each year, Targeted Grant opportunities arise from RIEMA, 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. (Non-Supplanting regulations mean these funds can only supplement and never replace a budgeted item)

TOTAL 2018-2019 BUDGET- \$69,148

SUPPLEMENTAL INFORMATION
FY 2019 - 2020

540 - ANIMAL CONTROL

540-5005 - SALARY - \$ 52,287

2020 Salary - \$47,534
2020 Longevity - \$ 4,753

540-5010 - WAGES - \$26,975

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 whomever 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 \$15.17 = \$ 9,466
12 Holidays	@ 4 Hrs./Day = 4 Hrs. x 12 = 48 Hrs. x \$15.17 = 728
18 Sick Days	@ 8 Hrs./Day = 8 Hrs. x 18 = 144 Hrs. x \$15.17 = 2,184
4 Personal Days	@ 8 Hrs./Day = 8 Hrs. x 4 = 32 Hrs. x \$15.17 = 485
15 Vacation Days	@ 8 Hrs./Day = 8 Hrs. x 15 = 120 Hrs. x \$15.17 = 1,820
Weekday Assistant (1)	@ 19 Hrs./Wk. = 19 Hrs. x 52 = 988 Hrs. x \$12.44 = 12,291
Other	
	Total <u>\$ 26,975</u>

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 2019 - 2020

540 - ANIMAL CONTROL: (Cont'd)

540-6040 - MAINTENANCE & REPAIRS - \$4,500

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, lighting, locks, flooring, septic system, heating and cooling systems, floors, drains, etc.). Additional this fiscal year, there is a need to install and replace three kennel gate panels (stall fronts), kennel dividers, and chain link covers.

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 is 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 routine 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 \$104,337

TOWN OF CHARLESTOWN

Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.560.5010.000	Salary									
01.560.6096.000	Client Assistance Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
		\$4,716.00	\$4,704.89	\$5,000.00	\$5,000.00	\$2,196.51	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
		\$4,716.00	\$4,704.89	\$5,000.00	\$5,000.00	\$2,196.51	\$5,000.00	\$6,000.00	\$6,000.00	\$6,000.00
01.570.5010.000	Salary	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00
01.570.6020.000	Operating Supplies	\$108.94	\$96.24	\$600.00	\$600.00	\$0.00	\$600.00	\$600.00	\$600.00	\$600.00
01.570.6095.000	Municipal Court Judge Stipend	\$6,300.00	\$6,600.00	\$7,100.00	\$7,100.00	\$7,100.00	\$7,100.00	\$7,300.00	\$7,300.00	\$7,300.00
		\$6,408.94	\$6,696.24	\$7,700.00	\$7,700.00	\$7,100.00	\$7,700.00	\$9,900.00	\$9,900.00	\$9,900.00
01.610.5005.000	DPW Administrator Salary	\$88,409.62	\$92,432.34	\$92,432.00	\$95,205.00	\$47,602.62	\$98,061.00	\$98,061.00	\$98,061.00	\$98,061.00
01.610.5005.002	DPW Administrator Longevity	\$8,841.04	\$8,532.23	\$9,243.00	\$9,521.00	\$4,760.23	\$9,806.00	\$9,806.00	\$9,806.00	\$9,806.00
01.610.5010.000	DPW Secretary Wages	\$38,562.42	\$39,537.42	\$39,537.00	\$40,921.00	\$20,460.57	\$42,353.00	\$44,437.00	\$44,437.00	\$44,437.00
01.610.5010.002	DPW Secretary Longevity	\$1,735.24	\$1,976.78	\$2,372.00	\$2,455.00	\$1,227.59	\$2,753.00	\$2,888.00	\$2,888.00	\$2,888.00
01.610.5025.000	DPW Overtime Wages	\$31.00	\$0.00	\$200.00	\$200.00	\$133.47	\$210.00	\$210.00	\$210.00	\$210.00
01.610.6015.000	Dues & Subscriptions	\$1,449.50	\$826.78	\$1,450.00	\$1,450.00	\$283.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
01.610.6020.000	Operating Supplies	\$918.88	\$648.75	\$1,000.00	\$1,000.00	\$53.62	\$1,050.00	\$1,050.00	\$1,050.00	\$1,050.00
01.610.6050.000	Professional Development	\$0.00	\$0.00	\$565.00	\$565.00	\$0.00	\$600.00	\$600.00	\$600.00	\$600.00
01.610.6055.000	Professional Service	\$2,200.00	\$3,355.00	\$1,000.00	\$1,000.00	\$2,882.50	\$1,050.00	\$3,000.00	\$3,000.00	\$3,000.00
01.610.6065.000	Purchased Services	\$6,740.01	\$5,812.64	\$8,900.00	\$8,900.00	\$3,205.77	\$9,200.00	\$9,200.00	\$8,000.00	\$8,000.00
01.610.6065.001	Boots-Bentley, W	\$200.00	\$200.00	\$200.00	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00
01.610.6065.002	Boots-Black, D	\$192.00	\$189.00	\$200.00	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00
01.610.6065.003	Boots-Blackwood, J	\$169.95	\$200.00	\$200.00	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00
01.610.6065.004	Boots-Briggs, J	\$172.80	\$200.00	\$200.00	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00
01.610.6065.005	Boots-Briggs, W	\$144.00	\$192.00	\$200.00	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00
01.610.6065.006	Boots-lacuele, P	\$89.74	\$44.87	\$200.00	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00
01.610.6065.007	Boots-Lambert, J	\$143.46	\$199.96	\$200.00	\$200.00	\$47.97	\$200.00	\$200.00	\$200.00	\$200.00
01.610.6065.008	Boots-Ellis, H	\$179.99	\$220.00	\$200.00	\$200.00	\$69.78	\$200.00	\$200.00	\$200.00	\$200.00
01.610.6065.009	Boots-Boisvert, R	\$164.98	\$87.99	\$200.00	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00
01.610.6065.010	Boots - Ferhmann, C	\$200.00	\$200.00	\$200.00	\$200.00	\$135.00	\$200.00	\$200.00	\$200.00	\$200.00
		\$150,544.63	\$154,855.76	\$158,699.00	\$163,217.00	\$80,862.12	\$168,583.00	\$172,752.00	\$171,552.00	\$171,552.00
01.620.5010.000	DPW Wages	\$356,331.23	\$363,136.15	\$367,188.00	\$385,902.00	\$178,869.48	\$393,057.00	\$393,057.00	\$393,057.00	\$393,057.00
01.620.5010.005	DPW Employee Longevity	\$32,117.87	\$32,239.92	\$34,566.00	\$35,775.00	\$15,965.81	\$37,263.00	\$37,263.00	\$37,263.00	\$37,263.00
01.620.5025.000	DPW Overtime Wages	\$31,362.45	\$38,816.57	\$50,000.00	\$50,000.00	\$6,833.95	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
01.620.6020.000	Operating Supplies	\$52,577.89	\$51,503.55	\$60,153.00	\$60,153.00	\$25,242.15	\$62,450.00	\$62,450.00	\$55,000.00	\$55,000.00
01.620.6040.000	Maintenance & Repairs	\$85,350.74	\$78,976.61	\$99,600.00	\$99,600.00	\$41,118.92	\$102,600.00	\$102,600.00	\$102,600.00	\$102,600.00
01.620.6045.000	Maintenance Supplies	\$105,430.09	\$120,499.73	\$155,000.00	\$155,000.00	\$12,320.64	\$172,137.00	\$172,137.00	\$162,000.00	\$162,000.00
01.620.6065.000	Purchased Services	\$733.25	\$315.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.620.6075.000	Tools/Equipment	\$7,001.59	\$7,174.98	\$7,000.00	\$7,000.00	\$1,849.84	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00
01.620.6160.000	Road Sealing & Striping	\$343,579.46	\$189,404.51	\$355,016.00	\$355,016.00	\$52,131.00	\$355,016.00	\$355,016.00	\$355,016.00	\$355,016.00
01.620.6170.000	Rentals	\$0.00	\$5,996.13	\$3,300.00	\$3,300.00	\$0.00	\$3,400.00	\$3,400.00	\$3,400.00	\$3,400.00
01.620.6190.000	Street Lighting	\$35,656.54	\$11,517.40	\$31,200.00	\$31,200.00	\$17,162.92	\$32,150.00	\$32,150.00	\$32,150.00	\$32,150.00
		\$1,050,141.11	\$899,580.55	\$1,163,023.00	\$1,182,946.00	\$351,494.71	\$1,215,323.00	\$1,215,323.00	\$1,197,736.00	\$1,197,736.00

SUPPLEMENTAL INFORMATION
FY2019 – 2020

560 – CLIENT ASSISTANCE

560-5010 – Salary: \$1,000

Salary to disburse the funds.

560-6070 – TRAVEL EXPENSE \$0

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 \$6,000

SUPPLEMENTAL INFORMATION
FY2019 – 2020

570 – MUNICIPAL COURT

570-5010 – SALARY - \$2,000

Salary for the Municipal Court Clerk

570-6020 – OPERATING SUPPLIES: \$600

Office and other supplies.

570-6095 –MUNICIPAL COURT JUDGE STIPEND: \$7,300

Municipal Court Judge will receive \$592 per session for 12 sessions.

TOTAL REQUESTED BUDGET \$9,900

SUPPLEMENTAL INFORMATION
FY 2019-2020

610 - DPW ADMINISTRATION:

610-5005 – SALARY \$107,867

2020 Salary - \$98,061

2020 Longevity - \$ 9,806

610-5010 - WAGES - \$47,325

2020 Salary - \$44,437

2020 Longevity - \$ 2,888

Secretarial staff position funded at 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 thirteen years seniority.

610-5025 –OVERTIME WAGES - \$210

Per the union contract.

610-6015 - DUES & SUBSCRIPTIONS - \$1,500

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

610-6020 - OPERATING SUPPLIES - \$1,050

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

610-6050 – PROFESSIONAL DEVELOPMENT - \$600

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

SUPPLEMENTAL INFORMATION
FY 2019-2020

610 - DPW ADMINISTRATION:

610-6055 - PROFESSIONAL SERVICES - \$3,000

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

610-6065 – PURCHASED SERVICES - \$10,000

Reflects costs to provide twelve (12) 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 foremen and periodic drug testing for DPW drivers as required by the State of RI.

TOTAL REQUESTED BUDGET \$171,552

SUPPLEMENTAL INFORMATION
FY2019-2020

620 - HIGHWAY & ROADS

620-5010 - WAGES- \$430,320

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

	2019-2020				
	Wage	Longevity Amount	Longevity Years	Medical Stipend	Total
Foreman	56,028	5,603	38		61,631
Foreman II	51,395	5,140	30		56,535
Driver/Laborers:					
	46,939	4,694	31		51,633
	46,939	4,694	27		51,633
	46,939	4,694	22		51,633
	46,939	4,694	19		51,633
	46,939	3,051	13		49,990
	46,939	4,694	19		51,633
	<u>389,057</u>	<u>37,264</u>		-	<u>426,321</u>
Classification changes to cover for Foreman					<u>4,000</u>

SUPPLEMENTAL INFORMATION
FY2019-2020

620 - HIGHWAY & ROADS (cont'd):

620-5025 - OVERTIME - \$ 50,000

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

153 hours per year per man x \$23.90 avg wage x 1.5 (time and one-half) x 11 men (9 DPW, 2 CRCC) = \$60,335

620-6020 - OPERATING SUPPLIES - \$55,000

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

744 gallons gas (62 gal/mth) @ \$3.50 per gal	\$ 2,604
8,000 gallons diesel @ \$3.65 per gal including fed taxes	29,200
385 gallons motor oil (7 - 55 gallon drums @ \$671/drum)	4,700
110 gallons anti-freeze @ \$10.90 each	1,200
7 cases chassis grease @ \$85.71/case	600
21 truck tires, tubes and repairs @ \$385/each average	8,100
4 loader, backhoe, or tractor tires@ \$1000/each average	4,000
Filters, grease guns, oxygen aceteleyne, miscellaneous	3,746
5 (55 gal ea) Oil drums/Urea	850
	<hr/>
	\$ 55,000

620-6040 - MAINTENANCE & REPAIRS - \$102,600

This covers the projected costs for heavy equipment maintenance and repairs. This line has been under-funded in past years, and average costs in FY 2016/2017 have been noted as high as \$8,060/ month (based on a 6 month average).

SUPPLEMENTAL INFORMATION
FY2019-2020

620 - HIGHWAY & ROADS (cont'd):

620-6045 - MAINTENANCE SUPPLIES \$162,000

Cost of supplies for summer and winter highway maintenance reflects materials cost increases per 2018-2019 bid.

Items	Quantity	Unit of Measure	Actual Nov-18	Projected Nov 19	Projected Total	
Sand	2550	tons	\$18.29	\$18.83	48,016.50	Nov-18
Salt	725	tons	\$55.44	\$57.10	41,397.50	Nov-18
Gravel	450	tons	\$19.88	\$20.47	9,211.50	Nov-18
Loam	75	tons	\$24.14	\$24.86	1,864.50	Nov-18
Bituminous Mix (cold)	340	tons	\$123.58	\$127.28	43,275.20	Nov-18
Drain tile	3	units	\$2,060.00/ea	\$2,060.00/ea	6,180.00	Nov-18
Stone	175	tons	\$20.21	\$20.21	3,536.75	Nov-18
Street signs	40	each	\$65.00	\$65.00	2,600.00	Nov-18
20 Culvert pipes, 2 basins, 2 grates and cover		each			6,000.00	Nov-18
TOTAL					162,081.95	

620-6075 - TOOLS & EQUIPMENT - \$7,250

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

SUPPLEMENTAL INFORMATION
FY2019-2020

620 - HIGHWAY & ROADS (cont'd):

620-6160 - ROAD SEALING - (CONTRACT OPTION) – \$313,858 (WITH STRIPING AND CRACK SEALING) - \$355,016

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.**

2019-2020	Projected cost for nine miles of contracted sealing for 2019-2020 with Town hot patch per mile 14,080 sq yds @ \$2.45/sq yd + \$1,724 (patch)	\$34,500 \$1,724 <hr/> \$36,224
2018-2019	Total cost for contracted sealing/ maintenance and restoration	(miles of road) <hr/> X 9 \$326,016

Stone seal: \$326,016 / Pavement Marking: \$18,000 / Crack-sealing: \$10,000 = \$354,016 + 1,000 (swale maintenance) = \$355,016

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
FY2019-2020

620 - HIGHWAY & ROADS (cont'd):

620-6170 – RENTALS AND CONTRACT SERVICE - \$3,400

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

620-6190 - STREET LIGHTING - \$32,150

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. and L.E.D. in 2017-2018 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 @ \$2,600.

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 - \$1,197,736

TOWN OF CHARLESTOWN
Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.630.5010.000	Building & Grounds Wages	\$104,075.66	\$111,570.32	\$110,487.00	\$114,536.00	\$58,441.24	\$122,944.00	\$122,944.00	\$122,944.00	\$122,944.00
01.630.5010.002	Buildings & Grounds Longevity	\$6,329.96	\$7,107.22	\$6,486.00	\$6,713.00	\$3,356.60	\$7,176.00	\$7,176.00	\$7,176.00	\$7,176.00
01.630.5015.000	Building & Grounds Seasonal Wages	\$10,058.68	\$11,572.69	\$13,500.00	\$13,500.00	\$8,353.78	\$13,500.00	\$13,500.00	\$13,500.00	\$13,500.00
01.630.5025.000	Building & Grounds Overtime Wages	\$3,251.61	\$10,639.18	\$7,500.00	\$7,500.00	\$2,682.18	\$7,750.00	\$7,750.00	\$7,750.00	\$7,750.00
01.630.6040.000	Maintenance & Repairs	\$24,434.76	\$24,072.41	\$25,750.00	\$25,750.00	\$25,030.98	\$26,525.00	\$26,525.00	\$26,525.00	\$26,525.00
01.630.6045.000	Maintenance Supplies	\$13,436.52	\$10,903.02	\$14,500.00	\$14,500.00	\$4,868.94	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
01.630.6065.000	Purchased Services	\$28,983.74	\$34,326.65	\$34,000.00	\$34,000.00	\$13,591.36	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00
01.630.6075.000	Tools & Equipment	\$859.15	\$64.90	\$0.00	\$0.00	\$18.48	\$0.00	\$0.00	\$0.00	\$0.00
01.630.6165.000	Repair & Maintenance -Facility	\$8,083.06	\$15,385.85	\$14,420.00	\$14,420.00	\$4,344.47	\$14,900.00	\$14,900.00	\$14,900.00	\$14,900.00
01.630.6195.000	Utilities	\$71,180.61	\$79,918.04	\$110,000.00	\$110,000.00	\$35,152.40	\$110,000.00	\$110,000.00	\$100,000.00	\$100,000.00
		\$270,693.75	\$305,560.28	\$336,643.00	\$340,919.00	\$155,840.43	\$352,795.00	\$352,795.00	\$342,795.00	\$342,795.00
01.640.6001.000	Monitoring Closed Landfill	\$11,500.00	\$3,700.00	\$12,000.00	\$12,000.00	\$7,650.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
01.660.5005.000	WasteWater Salary	\$70,424.77	\$73,238.42	\$75,141.00	\$77,395.00	\$38,219.74	\$80,701.00	\$80,701.00	\$80,701.00	\$80,701.00
01.660.5005.002	Longevity	\$3,169.14	\$3,662.00	\$4,133.00	\$4,257.00	\$2,102.10	\$4,842.00	\$4,842.00	\$4,842.00	\$4,842.00
01.660.5010.000	WasteWater Wages	\$19,181.63	\$22,153.84	\$19,769.00	\$20,461.00	\$10,230.39	\$21,177.00	\$22,219.00	\$22,219.00	\$22,219.00
01.660.5010.002	WasteWater Longevity	\$0.00	\$0.00	\$494.00	\$512.00	\$255.84	\$529.00	\$556.00	\$556.00	\$556.00
01.660.5025.000	Waste Water O T Wages	\$0.00	\$364.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.660.6015.000	Dues & Subscriptions	\$1,188.00	\$1,247.00	\$1,248.00	\$1,248.00	\$594.00	\$1,248.00	\$1,248.00	\$1,248.00	\$1,248.00
01.660.6020.000	Operating Supplies	\$2,006.88	\$660.30	\$3,050.00	\$3,050.00	\$585.00	\$4,050.00	\$4,050.00	\$4,050.00	\$4,050.00
01.660.6050.000	Professional Development	\$0.00	\$2,279.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00
01.660.6055.000	Professional Services	\$23,225.00	\$2,347.46	\$7,100.00	\$4,455.00	\$650.00	\$39,400.00	\$39,400.00	\$54,400.00	\$54,400.00
01.660.6065.000	Purchased Services	\$0.00	\$920.00	\$1,125.00	\$3,770.00	\$200.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00
		\$119,195.42	\$106,873.10	\$112,060.00	\$115,148.00	\$52,837.07	\$154,447.00	\$155,516.00	\$170,516.00	\$170,516.00

SUPPLEMENTAL INFORMATION
FY 2019-2020

630 – BUILDINGS & GROUNDS

630-5010 - WAGES - \$130,120

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

	2019-2020				Total
	Wage	Longevity Amount	Longevity Years	Shift Differential	
Landfill Foreman (50% B&G, 50% CRCC)	28,014	2,801	40		30,815
Landfill Operator (20% B&G, 80% CRCC)	9,117	228	5		9,345
Driver/Laborer	43,826	-	2		43,826
Custodian	41,467	4,147	30	520	46,134
	<u>122,424</u>	<u>7,176</u>			\$ 130,120

630-5015 – PART TIME FACILITIES MAINTENANCE WAGES – (Shared with Parks and Recreation) – \$13,500

This provides for seasonal workers for the summer season. Employment would be from June 1 through September 15, thirty two (32) hours per week at \$14.00/hour for two employees.

SUPPLEMENTAL INFORMATION
FY 2019-2020

630 – BUILDINGS & GROUNDS, cont'd

630-5025 - OVERTIME - \$7,750

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

630-6040 – MAINTENANCE & REPAIRS - \$26,525

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.

630-6045 - MAINTENANCE SUPPLIES - \$15,000

Provides restroom supplies, towels, light bulbs, cleaning and disinfectant supplies for Town Hall, New work space, and DPW. Average costs have been \$850/month (based on a 6 month average).

SUPPLEMENTAL INFORMATION
FY 2019-2020

630 – BUILDINGS & GROUNDS (cont'd):

630-6065 - PURCHASED SERVICES - \$35,000

Provides funds to cover costs for extermination, water tests, dumpsters, etc.

Inspect/Pump Septic Tanks (14 @ 250.00 each)	\$4,685
Professional carpet cleaning	\$1,500
Professional extermination service contract	\$600
Fire extinguisher service	\$820
Security protection, alarm system monitoring and inspection	\$1,600
Fuel tank and piping tightness tests	\$1000
Radon testing - State mandated	\$800
State mandated drinking water tests & water system contract	\$7,102
RI Water Licenses	1,800
Landscaping details (trees and shrubs)	\$2,800
Restroom and trash pick up for Ninigret and beaches	\$8,500
Incidental medical supplies for DPW, Town Hall, and vehicle first aid kits	\$300
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	\$295
MS 4 Stormwater Engineering Services	\$2000
	35,302.00

630-6165 - REPAIRS & MAINTENANCE - FACILITIES - \$14,900

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. It is present policy to request organized users of recreation fields to provide fertilization at the end of each season.

SUPPLEMENTAL INFORMATION
FY 2019-2020

630 – BUILDINGS & GROUNDS (cont'd):

630-6195 - UTILITIES - \$100,000

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

No. 2 fuel - 12,052 gallons @ 3.75/ gallon	\$45,195
Propane gas - 1,370 gallons @ 3.20/ gallon	\$4,384
Narragansett Electric (expected cost reduction)	\$50,421
	\$100,000

TOTAL REQUESTED BUDGET - \$342,795

SUPPLEMENTAL INFORMATION
FY2019-2020

640 – CRCC MANDATED MONITORING:

640-6001 – CRCC MANDATED MONITORING FOR 30 YEARS (FUNDED BY GENERAL FUND) \$12,000

Mandated CRCC monitoring required by the State after landfill closing in 2000.

TOTAL REQUESTED BUDGET \$12,000

SUPPLEMENT INFORMATION

FY 2019-2020

660 DPW WASTEWATER MANAGEMENT:

660-5005 – SALARY -

Salary-	\$ 80,701	CPMA Grade 5D
Longevity -	\$ 4,842	12 years employment – 6.0%

660-5010 – WAGES – \$22,775

Salary -	\$ 22,219
Longevity	\$ 556

Shared secretarial staff position with Parks and Recreation funded in accordance with Teamsters Local Union No.251 Collective Bargaining Agreement.

660-6015 – DUES & SUBSCRIPTONS - \$1,248

Carmody RIWIS Users Agreement \$99/month (\$1,188)
National On-site Wastewater Recycling Association Membership (Regulator Membership) \$60

660-6020 – OPERATING SUPPLIES - \$4,050

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 Administrative Office supplies	\$ 850	
Required Forms and Public Outreach Materials	\$ 500	
Letterhead and cardstock	\$ 200	
Wastewater/Stormwater Field Sampling Equipment and reagents, tools, gloves and personal protective equipment	\$ 2,000	
Total	\$ 4,050	

SUPPLEMENT INFORMATION
FY 2019-2020

660-6055 PROFESSIONAL SERVICES - (CTD)

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 to property owners, approximately 2,000 @ \$0.48	\$ 960
Notices of Violation and other Certified Mailings, 500 @ \$6.58	\$ 3,290
Total (not included as a Department Budget Line Item)	\$ 4,250

660-6050 PROFESSIONAL DEVELOPMENT - \$2,500

5 Seminars for WW Manager (required for licensing continuing ed) and/or Wastewater Management Commissioners at the New England On-Site Wastewater Training Facility at URI, @ \$200 each	\$ 1,000
2019 Non-Point Source/National Onsite Wastewater Recycling Association Annual Conference	\$ 1,500
Total	\$ 2,500

SUPPLEMENT INFORMATION
FY 2019-2020

660-6055 PROFESSIONAL SERVICES - (CTD)

660-6055 PROFESSIONAL SERVICES - \$54,400

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

<p>Analysis of potable groundwater quality relating to bacteria and nutrients and OWTS in densely developed areas. Nutrient concentrations in our watersheds are of considerable concern and the flux of nutrients from the groundwater system is a critical component in understanding and managing those inputs. Increased development, along with conversion of seasonal homes to permanent residences, is increasing the withdrawal of ground water in many areas, thereby increasing the potential for drinking water contamination from OWTS and saltwater intrusion. Obtain access for the sampling of 60 private wells and conduct laboratory analysis of major cations and anions and bacteria. (\$230/sample)</p>	<p align="center">\$ 13,800</p>			
<p>Stormwater Sampling: Required sampling under State MS4 Permit 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 2019 and May and June 2020</p>	<p align="center">\$ 600</p>			

SUPPLEMENT INFORMATION
FY 2019-2020

660-6055 PROFESSIONAL SERVICES - (CTD)

Coastal watershed nutrient management. Nutrient laden groundwater from septic systems out-wells into the ponds and impacts drinking water resources. Includes consulting, analysis and implementation of mitigation measure costs. Will include continued sampling and modeling of shallow groundwater aquifer with assistance from URI Natural Resource Science Intern. Develop guidelines to reduce nutrient loading for new development and redevelopment of sites in the densely developed areas of the coastal watershed.	\$ 25,000			
Funding to develop ordinances and prepare for public hearings	\$15,000			
Total	\$ 54,400			

TOTAL BUDGET - \$170,516

TOWN OF CHARLESTOWN

Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.720.7205.000	South County Home Health	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
01.720.7210.000	Gateway Healthcare, Inc.	\$3,500.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00
01.720.7215.000	Wood River Health	\$4,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
01.720.7245.000	Thundermist Hlth Ctr So County	\$2,000.00	\$2,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00
01.720.7250.000	The Samaritans	\$0.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
01.720.7260.000	WARM Shelter	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
01.720.7270.000	Southern RI Volunteers	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
01.720.7300.000	RI CAN	\$3,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00
01.720.7322.000	WA County Coalition Children	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
01.720.7332.000	Neighbors helping Neighbors	\$1,500.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
01.720.7341.000	Community 2000 Education Foundation	\$1,700.00	\$2,000.00	\$1,900.00	\$1,900.00	\$1,900.00	\$1,900.00	\$1,900.00	\$1,900.00	\$1,900.00
01.720.7342.000	Wildlife Rehabilitators of Rhode Island	\$750.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$2,251.00	\$2,251.00	\$1,500.00	\$1,500.00
		\$22,450.00	\$27,000.00	\$22,900.00	\$22,900.00	\$22,900.00	\$28,651.00	\$28,651.00	\$27,900.00	\$27,900.00
01.730.7306.000	Chariho Little League	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00	\$1,000.00	\$1,000.00
01.730.7309.000	Memorial Day Parade	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
01.730.7310.000	Charlestown Ambulance	\$166,800.00	\$166,800.00	\$166,800.00	\$166,800.00	\$166,800.00	\$200,000.00	\$200,000.00	\$184,000.00	\$184,000.00
01.730.7311.000	Charlestown Memorial Parade	\$2,500.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$10,000.00	\$10,000.00	\$7,500.00	\$7,500.00
01.730.7320.000	Chamber Of Commerce	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00	\$11,000.00	\$11,000.00
01.730.7330.000	Cross Mills Library	\$225,081.00	\$232,708.00	\$238,526.00	\$238,526.00	\$238,526.00	\$245,681.00	\$245,681.00	\$245,681.00	\$245,681.00
01.730.7331.000	Charlestown Historical Society	\$2,500.00	\$2,500.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
01.730.7336.000	Naval Airfield Memorial	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
	Gateway Islands	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00
		\$400,381.00	\$410,508.00	\$419,826.00	\$419,826.00	\$419,826.00	\$479,681.00	\$479,681.00	\$455,681.00	\$455,681.00
01.740.5020.000	Conservation Commission	\$2,686.51	\$468.26	\$4,600.00	\$4,600.00	\$4,285.41	\$4,600.00	\$4,600.00	\$4,600.00	\$4,600.00
01.740.5040.000	Senior Citizens Commission	\$0.00	\$0.00	\$100.00	\$100.00	\$50.00	\$100.00	\$100.00	\$100.00	\$100.00
01.740.5050.000	Planning Commission	\$3,110.96	\$5,546.38	\$5,000.00	\$5,000.00	\$4,565.07	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
01.740.5060.000	Zoning Board	\$6,560.88	\$5,639.76	\$7,500.00	\$7,500.00	\$2,972.19	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
01.740.5065.000	Affordable Housing Comm	\$0.00	\$0.00	\$300.00	\$300.00	\$0.00	\$300.00	\$300.00	\$300.00	\$300.00
01.740.5075.000	Economic Improvement Comm	\$1,965.25	\$2,459.00	\$2,500.00	\$2,500.00	\$842.62	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
01.740.5076.000	Charter Review Commission	\$0.00	\$0.00	\$0.00	\$0.00	\$409.21	\$0.00	\$0.00	\$0.00	\$0.00
01.740.5085.000	Mosquito Abatement Council	\$4,581.04	\$7,366.91	\$7,500.00	\$7,500.00	\$4,578.74	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
		\$18,904.64	\$21,480.31	\$27,500.00	\$27,500.00	\$17,703.24	\$27,500.00	\$27,500.00	\$27,500.00	\$27,500.00
01.780.7880.000	Chariho Regional School District	\$14,111,439.00	\$14,121,236.55	\$14,216,622.00	\$14,216,622.00	\$6,539,646.30	\$13,456,590.00	\$13,567,875.00	\$13,329,321.00	\$13,329,321.00

Line Item #	Agency Name Due Jan. 16th	18/19 Request	18/19 Funded	19/20 Request	↑↓	% Requested from previous year's FUNDING	19/20 FUNDED
720-	#720 OUTSIDE AGENCIES						
7205	South County Home Health (formally VNS Home Health Services)	\$ 2,000	\$ 2,000	\$ 2,000	—	100%	\$ 2,000
7210	Gateway Healthcare			\$ 3,500	N/A		\$ 3,500
7215	Wood River Health Services	\$ 5,000	\$ 5,000	\$ 5,000	—	100%	\$ 5,000
7245	Thundermist Health Center (admin. office)	\$ 3,500	\$ 3,500	\$ 3,500	—	100%	\$ 3,500
7250	The Samaritans	\$ 500	\$ 500	\$ 500	—	100%	\$ 500
7260	W.A.R.M.	\$ 1,000	\$ 1,000	\$ 1,000	—	100%	\$ 1,000
7270	Southern RI Volunteers (formally Seniors Helping Others)	\$ 1,500	\$ 1,500	\$ 1,500	—	100%	\$ 1,500
7300	R.I. CAN (formerly St. Mary's/St. James Community Food Pantry)	\$ 4,500	\$ 4,500	\$ 4,500	—	100%	\$ 4,500
7322	Washington County Coalition for Children	\$ 1,000	\$ 1,000	\$ 1,000	—	100%	\$ 1,000
7332	Neighbors Helping Neighbors RI (NHNRI)	\$ 2,000	\$ 1,900	\$ 2,000	—	105%	\$ 2,000
7341	Community 2000 Education Foundation	\$ 1,900	\$ 2,000	\$ 1,900	—	95%	\$ 1,900
7342	Wildlife Rehabilitators of Rhode Island	\$ -	\$ -	\$ 2,251	N/A		\$ 1,500
	OUTSIDE AGENCIES SUB-TOTAL TO DATE	\$ 22,900	\$ 22,900	\$ 28,651	↑	125%	\$ 27,900

Line Item #	Agency Name Due Jan. 16th	18/19 Request	18/19 Funded	19/20 Request	↑↓	% Requested from previous year's FUNDING	19/20 FUNDED
730-	#730 LOCAL AGENCIES						
7309	Memorial Day Parade American Legion (Carolina -	\$ 500	\$ 500	\$ 500	—	100%	\$ 500
7310	Charlestown Ambulance Rescue Service, Inc.	\$ 166,800	\$ 166,800	\$ 200,000	↑	120%	\$ 184,000
7311	Charlestown Memorial Day Parade Committee	\$ 5,000	\$ 5,000	\$ 10,000	↑	200%	\$ 7,500
7320	Charlestown Chamber of Commerce	\$ 3,000	\$ 3,000	\$ 3,500	↑	117%	\$ 11,000
7330	Cross Mills Public Library	\$ 238,526	\$ 238,526	\$ 245,681	↑	103%	\$ 245,681
7331	Charlestown Historical Society	\$ 5,000	\$ 5,000	\$ 5,000	—	100%	\$ 5,000
7336	Ninigret Naval Air Memorial	\$ 1,000	\$ 1,000	\$ 1,000	—	100%	\$ 1,000
	Gateway Islands (Chamber of Commerce)			\$ 10,000	N/A		
	Chariho Little League			\$ 4,000	N/A		\$ 1,000
	LOCAL AGENCIES SUB-TOTAL TO DATE	\$ 419,826	\$ 419,826	\$ 479,681	↑	114%	\$ 455,681
	GRAND TOTALS TO DATE	\$ 442,726	\$ 442,726	\$ 508,332	↑	115%	\$ 483,581

SUPPLEMENTAL INFORMATION
FY2019 – 2020

740 – BOARDS & COMMISSIONS:

740-5020 – CONSERVATION COMMISSION \$4,600

Brush Cutting of woodland trails on preserves	\$ 1,000
Kiosk for Preserve	2,400
Printing of maps & brochures for kiosk at 5 preserves	300
Arbor Day Commemoration	200
Miscellaneous	700
	<u>\$ 4,600</u>

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
	<u>\$ 5,000</u>

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.

SUPPLEMENTAL INFORMATION
FY2019 – 2020

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	
	<u>\$ 7,500</u>	

740-5065 – AFFORDABLE HOUSING COMMISSION \$300

300 Printing of brochures and pamphlets for education purposes.

740-5075 - ECONOMIC IMPROVEMENT COMMISSION \$2,500

Business Forum Initiatives	\$ 700
Business Forum/Survey	\$ 800
Support Town Activities	\$1,000

SUPPLEMENTAL INFORMATION
FY2019 – 2020

740 – BOARDS & COMMISSIONS:

740-5085 – MOSQUITO ABATEMENT COUNCIL \$7,500

Outside vendor contract for surveillance, larvacide treatment of mosquito larvae on salt marshes	
Outside vendor contract for surveillance and larvacide treatment of mosquito larvae on salt marshes	\$ 6,100
Purchase of larvacide pesticide materials	1,000
Propane and other supplies for 2 traps for Charlestown Beach for approximately 3 weeks (4 fills)	400
	<hr/>
	\$ 7,500

TOTAL REQUESTED BUDGET \$27,500

SUPPLEMENTAL INFORMATION
FY2019 – 2020

780 – CHARIHO REGIONAL SCHOOL DISTRICT (CRSD):

780-7880 – CRSD OPERATING BUDGET- \$13,329,321

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 - \$13,329,321

TOWN OF CHARLESTOWN

Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.800.5005.000	Senior Center Coordinator's Salary	\$33,606.04	\$34,252.29	\$37,700.00	\$37,700.00	\$18,850.00	\$38,831.00	\$38,831.00		
01.800.5010.000	Senior Center Wages	\$29,856.39	\$30,407.38	\$37,000.00	\$37,000.00	\$15,827.17	\$36,000.00	\$36,000.00	\$38,831.00	\$38,831.00
01.800.5020.000	Sr Ctr After Hour Rental Wages	\$484.07	\$303.75	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00	\$36,000.00	\$36,000.00
01.800.6015.000	Dues & Subscriptions	\$30.00	\$30.00	\$30.00	\$30.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.800.6020.000	Operating Supplies	\$471.89	\$593.46	\$710.00	\$710.00	\$90.64	\$650.00	\$650.00	\$30.00	\$30.00
01.800.6035.000	Miscellaneous	\$69.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$650.00	\$650.00
01.800.6040.000	Maintenance & Repairs	\$1,485.94	\$2,355.93	\$2,000.00	\$2,000.00	\$132.83	\$2,000.00	\$2,000.00	\$0.00	\$0.00
01.800.6045.000	Maintenance Supplies	\$1,206.63	\$1,150.32	\$1,750.00	\$1,750.00	\$353.27	\$1,500.00	\$1,500.00	\$2,000.00	\$2,000.00
01.800.6050.000	Professional Development	\$165.00	\$200.00	\$400.00	\$400.00	\$0.00	\$400.00	\$400.00	\$1,500.00	\$1,500.00
01.800.6065.000	Purchased Service	\$9,624.95	\$9,554.22	\$10,580.00	\$10,580.00	\$3,492.00	\$10,655.00	\$10,655.00	\$400.00	\$400.00
01.800.6070.000	Travel Expense	\$323.59	\$380.87	\$300.00	\$300.00	\$100.74	\$300.00	\$375.00	\$10,655.00	\$10,655.00
01.800.6075.000	Tools/Equipment	\$499.00	\$0.00	\$500.00	\$500.00	\$0.00	\$500.00	\$500.00	\$375.00	\$375.00
01.800.6195.000	Utilities	\$8,040.18	\$11,050.05	\$9,300.00	\$9,300.00	\$5,683.39	\$9,300.00	\$11,000.00	\$500.00	\$500.00
01.800.8035.000	Senior/Community Center Programs	\$23,226.64	\$28,890.93	\$28,000.00	\$28,000.00	\$12,188.32	\$29,600.00	\$29,600.00	\$11,000.00	\$11,000.00
		\$109,089.95	\$119,169.20	\$128,970.00	\$128,970.00	\$56,718.36	\$129,766.00	\$131,541.00	\$131,541.00	\$131,541.00
01.810.5005.000	Recreation Director Salary	\$70,728.54	\$73,934.62	\$75,604.00	\$78,120.00	\$38,881.24	\$80,701.00	\$80,701.00	\$80,701.00	\$80,701.00
01.810.5005.002	Recreation Director Longevity	\$1,768.19	\$1,848.40	\$1,890.00	\$1,953.00	\$972.06	\$2,018.00	\$2,018.00	\$2,018.00	\$2,018.00
01.810.5010.000	Recreation Assistant Director Wages	\$45,974.40	\$48,156.54	\$49,331.00	\$50,811.00	\$25,295.95	\$53,421.00	\$53,421.00	\$53,421.00	\$53,421.00
01.810.5015.000	Recreation Secretary Wages	\$18,921.30	\$19,768.58	\$19,769.00	\$20,461.00	\$10,230.25	\$21,177.00	\$22,219.00	\$53,421.00	\$53,421.00
01.810.5015.002	Recreation Secretary Longevity	\$0.00	\$0.00	\$494.00	\$512.00	\$255.78	\$529.00	\$556.00	\$22,219.00	\$22,219.00
01.810.5020.000	Recreation Wages	\$12,839.10	\$11,445.03	\$15,040.00	\$15,040.00	\$10,339.42	\$19,440.00	\$19,440.00	\$556.00	\$556.00
01.810.5025.000	Recreation O T Wages	\$2,461.61	\$1,215.86	\$2,000.00	\$2,000.00	\$516.24	\$2,000.00	\$2,000.00	\$19,440.00	\$19,440.00
01.810.6015.000	Dues & Subscriptions	\$0.00	\$0.00	\$368.00	\$368.00	\$0.00	\$368.00	\$368.00	\$2,000.00	\$2,000.00
01.810.6020.000	Operating Supplies	\$917.25	\$2,900.08	\$3,500.00	\$3,500.00	\$1,015.24	\$3,500.00	\$3,500.00	\$368.00	\$368.00
01.810.6040.000	Maintenance & Repair	\$0.00	\$58.93	\$100.00	\$100.00	\$77.86	\$100.00	\$100.00	\$3,500.00	\$3,500.00
01.810.6050.000	Professional Development	\$586.75	\$2,786.79	\$1,604.00	\$1,604.00	\$1,085.35	\$1,708.00	\$1,708.00	\$100.00	\$100.00
01.810.6065.000	Purchased Services	\$0.00	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00	\$100.00	\$1,708.00	\$1,708.00
01.810.6070.000	Travel Expense	\$0.00	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00	\$100.00	\$100.00	\$100.00
01.810.6075.000	Tools/Equipment	\$0.00	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00	\$100.00	\$100.00	\$100.00
		\$154,197.14	\$162,114.83	\$170,000.00	\$174,769.00	\$88,669.39	\$185,262.00	\$186,331.00	\$186,331.00	\$186,331.00

SUPPLEMENTAL INFORMATION
FY 2019 - 2020

800 - CHARLESTOWN SENIOR/COMMUNITY CENTER:

800-5005 – COORDINATOR’S SALARY \$38,831

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) \$36,000

Kitchen Manager: \$18,000

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.

Administrative Assist/Program Director: \$18,000

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.

Custodian:

*Custodial services handled by contract under purchased services.

800-5020- AFTER HOURS RENTAL \$0

Costs are off-set by rental fee. \$0

800-6015 – DUES & SUBSCRIPTIONS \$30

State Senior Directors Association (annual dues) \$30

SUPPLEMENTAL INFORMATION
FY2019 – 2020

CHARLESTOWN SENIOR/COMMUNITY CENTER: (cont'd)

800-6020 - OPERATING SUPPLIES \$650

Office Supplies, including postage \$650

800-6040 - MAINTENANCE & REPAIRS \$2,000

Building Maintenance \$1,000

Equipment Maintenance \$1,000

800-6045 – MAINTENANCE SUPPLIES \$1,500

Kitchen Supplies \$750

Janitorial Supplies \$750

800-6050 – PROFESSIONAL DEVELOPMENT \$400

800-6065 – PURCHASED SERVICES \$10,655

Pest Control \$480 (\$120 quarterly)

Bldg Security \$250 (annually)

Fire Extinguisher and Ansil System Inspections \$975 (yearly contract)

AED Life Support Systems \$300

Custodial Services (reflects 2017 Bid) \$7,800

Generator Maintenance \$850

SUPPLEMENTAL INFORMATION
FY2019 – 2020

CHARLESTOWN SENIOR/COMMUNITY CENTER: (cont'd)

800-6070 - TRAVEL REIMBURSEMENT \$375

In-state mileage reimbursement to attend meetings and conduct work-related tasks.

***800-6075 -TOOLS AND EQUIPMENT \$500**

Misc. tools/equipment (as necessary)	\$500
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800-6195 – UTILITIES \$11,000

Cox Communications (\$230/mo. Phone, internet, cable)	\$2,760
National Grid	\$3,120 (\$260/month)
Propane Gas	\$1,340
Oil	\$3,780 (\$315/month)

SUPPLEMENTAL INFORMATION
FY2019 – 2020

CHARLESTOWN SENIOR/COMMUNITY CENTER: (cont'd)

800-8035 – SENIOR/COMMUNITY PROGRAMS \$29,600

Yoga 4x/week	\$ 9,650
Exercise 3x/week	\$ 6,500
Tai Chi 2x/week	\$ 3,400
Zumba 1x/week	\$ 2,000
Core Fusions (Pilates) 2x/week	\$ 4,000
Arts	\$ 2,750
Crafts/Classes	\$ 800
Supplies	\$ 500

Revenues generated will be placed in general fund.

TOTAL REQUESTED BUDGET \$131,541

**SUPPLEMENTAL INFORMATION
FY 2019-2020**

810 – RECREATION ADMINISTRATION:

810-5005 - SALARY - \$82,719

Salary	\$80,701
Longevity	\$ 2,018

810-5010 – Salary - \$53,421

Assistant Director	
Salary	\$53,421

810-5015 SECRETARY – Half-Time Parks and Recreation - \$22,775

Salary	\$22,219
Longevity	\$ 556

810-5020 – SUMMER ASSISTANT - \$19,440

The 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 responding to emergencies. 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, to oversee events, and secure facilities during events. This line item covers two people, one at 40 hours per week and one at 20 hours per week.

14 weeks x 20 hr./week x \$18.hr = \$5,040 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 x 40hr. /week. x \$20.hr. = \$14,400 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.

810-5025 RECREATION OVERTIME WAGES - \$2,000

810-6015 - DUES & SUBSCRIPTIONS - \$368

This line includes dues to Rhode Island Parks and Recreation Association for Director and Assistant Director. It also includes two memberships to the National Recreation and Parks Association.

**SUPPLEMENTAL INFORMATION
FY 2019-2020**

810 – RECREATION ADMINISTRATION

810-6020 - OPERATING SUPPLIES - \$3,500

Department supplies needed throughout the year other than central supply items. Supplies used include colored paper for seasonal flyers for outreach to schools and local businesses, computer paper, printer cartridges, as well as other various department items needed for operations. Miscellaneous items related to Town Hall events, promotion etc.

Newsletter – Twice a year – 1,000 per newsletter - \$2,000. This newsletter will be distributed through the schools and local businesses for all special events and programs.

810-6040 - MAINTENANCE & REPAIRS - \$100

Repairs of technical office equipment.

810-6050 – PROFESSIONAL DEVELOPMENT - \$1,708

This item allows for professional development for Parks and Recreation Director and Assistant Director to attend the Connecticut Parks and Recreation annual symposium and convention, \$300 x 2. Director of Parks and Recreation to attend Annual Northern New England Convention Includes “Member” registration fee, \$548, two nights in host hotel \$280 x 2.

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

810-6075 - TOOLS & EQUIPMENT - \$100

Upgrades and licensing for miscellaneous computer equipment and computer programs.

TOTAL REQUESTED BUDGET - \$186,331

TOWN OF CHARLESTOWN
Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.815.4985.000	Bank Charges	\$347.00	\$225.58	\$500.00	\$500.00	\$533.31	\$0.00	\$500.00	\$500.00	\$500.00
01.815.5010.000	Misc Recreation Wages	\$8,716.39	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	\$500.00
01.815.5015.000	Seasonal Playground Wages	\$30,255.43	\$46,450.33	\$44,000.00	\$44,000.00	\$52,292.45	\$44,000.00	\$0.00	\$0.00	\$0.00
01.815.5025.000	Recreation OT	\$1,232.63	\$2,360.97	\$2,000.00	\$2,000.00	\$2,849.66	\$0.00	\$44,000.00	\$44,000.00	\$44,000.00
01.815.5030.000	Recreation Swimming Lesson Wages	\$1,230.00	\$1,817.50	\$1,300.00	\$1,300.00	\$939.75	\$1,300.00	\$1,300.00	\$2,000.00	\$2,000.00
01.815.8005.000	Camp Ninigret	\$17,294.91	\$14,324.58	\$15,648.00	\$15,648.00	\$16,305.42	\$15,648.00	\$15,648.00	\$15,648.00	\$15,648.00
01.815.8020.000	Basketball Program	\$11,947.21	\$8,779.16	\$13,735.00	\$13,735.00	\$5,681.48	\$13,735.00	\$13,735.00	\$13,735.00	\$13,735.00
01.815.8025.000	Winter Programs	\$11,035.66	\$9,589.97	\$16,300.00	\$16,300.00	\$12,976.58	\$16,300.00	\$17,115.00	\$17,115.00	\$17,115.00
01.815.8030.000	Spring/Summer Programs	\$7,022.84	\$5,585.35	\$8,900.00	\$8,900.00	\$255.75	\$9,150.00	\$9,150.00	\$9,150.00	\$9,150.00
01.815.8035.000	New & Continuing Programs	\$13,340.65	\$10,641.77	\$7,700.00	\$7,700.00	\$7,545.79	\$12,900.00	\$12,900.00	\$12,900.00	\$12,900.00
01.815.8040.000	Tennis Program	\$10,678.38	\$7,926.13	\$10,900.00	\$10,900.00	\$7,242.78	\$10,900.00	\$10,900.00	\$10,900.00	\$10,900.00
01.815.8045.000	Swim Lessons - Equipment	\$0.00	\$0.00	\$200.00	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00
01.815.8050.000	Summer Concert	\$8,655.15	\$9,755.46	\$8,900.00	\$8,900.00	\$5,237.64	\$8,900.00	\$8,900.00	\$8,900.00	\$8,900.00
		\$121,756.25	\$117,456.80	\$130,083.00	\$130,083.00	\$111,860.61	\$133,033.00	\$136,348.00	\$136,348.00	\$136,348.00
01.820.5015.000	Town Beach Wages	\$67,438.52	\$65,128.89	\$78,385.00	\$78,385.00	\$82,633.93	\$88,091.00	\$88,091.00	\$88,091.00	\$88,091.00
01.820.5025.000	Town Beach O T Wages	\$1,902.17	\$3,616.60	\$2,000.00	\$2,000.00	\$1,158.15	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
01.820.6020.000	Town Beach Operating Supplies	\$1,389.21	\$1,772.16	\$2,000.00	\$2,000.00	\$846.21	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
01.820.6035.000	Uniforms & Training	\$899.32	\$879.83	\$900.00	\$900.00	\$330.63	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
01.820.6040.000	Maintenance & Repairs	\$1,338.24	\$1,407.03	\$1,000.00	\$1,000.00	\$210.85	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
01.820.6045.000	Maintenance Supplies	\$337.18	\$357.18	\$500.00	\$500.00	\$347.17	\$500.00	\$500.00	\$500.00	\$500.00
01.820.6060.000	Printing & Binding	\$1,118.88	\$881.77	\$1,000.00	\$1,000.00	\$0.00	\$1,050.00	\$1,050.00	\$1,050.00	\$1,050.00
01.820.6065.000	Purchased Services	\$9,041.62	\$5,745.03	\$6,000.00	\$6,000.00	\$3,555.26	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
01.820.6075.000	Tools/Equipment	\$1,329.67	\$1,968.62	\$1,000.00	\$1,000.00	\$284.87	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
01.820.6095.000	Beach Cleaning	\$6,766.25	\$6,500.00	\$6,500.00	\$6,500.00	\$4,250.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00
01.820.6100.000	Property Taxes	\$3,718.81	\$3,772.46	\$3,800.00	\$3,800.00	\$3,861.11	\$3,900.00	\$3,900.00	\$3,900.00	\$3,900.00
		\$95,279.87	\$92,029.57	\$103,085.00	\$103,085.00	\$97,478.18	\$115,541.00	\$115,541.00	\$115,541.00	\$115,541.00
01.830.5015.000	Ninigret Park Wages	\$13,898.83	\$6,512.52	\$17,524.00	\$17,524.00	\$11,744.92	\$21,930.00	\$21,930.00	\$21,930.00	\$21,930.00
01.830.5025.000	Ninigret Park O T Wages	\$753.51	\$381.19	\$1,000.00	\$1,000.00	\$176.72	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
01.830.6020.000	Operating Supplies	\$806.39	\$937.13	\$1,700.00	\$1,700.00	\$462.60	\$1,700.00	\$1,000.00	\$1,000.00	\$1,000.00
01.830.6035.000	Miscellaneous	\$0.00	\$133.34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.830.6040.000	Maintenance & Repairs	\$1,138.95	\$1,563.43	\$2,500.00	\$2,500.00	\$1,007.19	\$3,820.00	\$3,820.00	\$3,820.00	\$3,820.00
01.830.6065.000	Purchased Services	\$13,993.70	\$15,477.62	\$13,747.00	\$13,747.00	\$10,156.28	\$14,002.00	\$14,002.00	\$14,002.00	\$14,002.00
01.830.6075.000	Tools/Equipment	\$455.32	\$3,303.29	\$2,530.00	\$2,530.00	\$0.00	\$3,266.00	\$3,266.00	\$3,266.00	\$3,266.00
		\$31,046.70	\$28,308.52	\$39,001.00	\$39,001.00	\$23,547.71	\$45,718.00	\$45,018.00	\$45,018.00	\$45,018.00

**SUPPLEMENTAL INFORMATION
FY 2019-2020**

815 – RECREATION PROGRAMS:

815-4985 – Bank Charges - \$500

Fees related to on-line registrations.

815-5015 - SEASONAL WAGES/CAMP NINIGRET – \$44,000

This line item includes seasonal wages to pay staff for the Camp Ninigret program. Also, a **Counselor in Training/Leadership Camp** will continue to be offered for those 13 and over. Camp Ninigret is open to children ages 5 to 12 and runs from 9:00 AM to 4:00 PM. Those who successfully completed last year's Leadership Program will be allowed to volunteer within the camp. The base program includes five (5) weeks with additional two extended weeks optional for families. Extended hours provide opportunities for working families to benefit from an early start to the program, 8:00 AM to 9:00 AM and 4:00 PM to 5:00 PM. There is an expectation of an increase in revenue, due to increases in numbers of campers enrolled in the CIT Camp/Program and raising the non-resident fee to \$350.

Wages vary from year to year due to increase in camper registrations and staff pay rates adjusted for longevity.

**2018 Rate of pay was \$10.10 per hour for Junior Counselors and first year Counselors.

Position	
Director (1)	
Counselors (10)	
Jr Counselor (4)	
CIT/Leadership Director (1)	
CIT/Leadership Counselor (1)	
Total	\$44,000

815-5025 – RECREATION OVERTIME - \$2,000

This will provide funding for night meeting for the Recreation Commission and other commitments.

815-5030 SWIMMING LESSONS WAGES - \$1,300

This line pays for swimming lessons instructors. The swimming lessons take place at Little Nini pond and runs from the beginning of July to middle of August.

**SUPPLEMENTAL INFORMATION
FY 2019-2020**

815-8005 - CAMP NINIGRET - \$15,648

Camp Ninigret. The total reflects equipment, camper and staff shirts, field trips, bussing, performers and Leadership speakers. Registration fees are deposited in the general fund. The campers pay an extra fee per field trip to help cover costs.

Scholarship money for camp	\$1,300
Equipment, T-Shirts, arts and crafts supplies	\$1,631
Performers and events	\$1,750
Camp Ninigret Trips / Transportation	\$9,526
CIT Trips	\$1,441
Total	\$15,648

815-8020 – BASKETBALL (YOUTH) - \$13,735

Town operated youth basketball leagues. Registration fees are deposited in the general fund. The program runs for 15 weeks, dates are dependent upon gym availability. In 2017 the fee was \$45 per participant with a \$15 jersey fee, with family tiered pricing of \$40 for the second child, \$35 for the third. There were 125 registrants for the 2017-2018 season. Summer basketball program runs for 8 weeks and takes place at the Ninigret Park court, summer of 2018 we had 18 players registered for the 3 vs 3 league. The program is for 9 -11 year olds and is league play. The Summer Basketball League will cost \$50 per registration to cover costs. This line covers jerseys, referees, trophies, first aid, league staff, staff shirts, equipment, and end of season banquet.

*Note: a portion of program costs are offset by registration fees and sponsorships from local businesses for the 2017-2018 Season we received \$1000 in sponsorship money. (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.**

SUPPLEMENTAL INFORMATION
FY 2019-2020

815-8025 –FALL/ WINTER PROGRAMS -\$17,115

Includes Fall Fun Fest event, Trunk or Treat, Pumpkin Walk and the Town Hall Trick or Treating. The Tree lighting, Gingerbread House Contest and New Year's Bonfire. Trips taken in the fall and winter that we run every year which get refunded by ticket sales. The increase is due to the accurate cost of the bus and tickets for the Boston Celtics trip and the growth in the Trunk or Treat event. The Trunk or Treat event we need more candy, portable lights and better signage. We are looking for sponsors for the event to help cover new costs. Our Teen Dances have also grown with around over 100 participants each dance and a registration fee of \$10 the program breaks even.

Fall Fest	\$3,500
Tree Lighting	\$1,565
New Year's Eve Bon Fire	\$1,000
Trips:	
New York City Trip	\$3,500
Boston Celtics Game	\$4,450
Teen Dances	\$1,600
Deerfoot 5K	\$1,500
Total	\$17,115

**SUPPLEMENTAL INFORMATION
FY 2019-2020**

815-8030 - SPRING/SUMMER PROGRAMS - \$9,150

This line is for annual programs and events in the spring and summer including the Easter Egg Hunt, Schools Out Dance, Fishing Derby, Columbia Heights Park Block Party and spring or summer trip which varies from year to year. The Block Party, Babysitting Class, Golf Lessons, and the Bike Safety day have all been moved to spring and summer programs because they are recurring programs that have shown success.

Schools Out Dance	\$800
Easter egg Hunt	\$1,900
Fishing Derby	\$650
Golf Lessons	\$500
Babysitting Class	\$400
Bike Safety Day	\$600
Block Party	\$2,000
Earth Day	\$2,300
Total	\$9,150

**SUPPLEMENTAL INFORMATION
FY 2019-2020**

815-8035 – NEW/ONGOING PROGRAMS - \$ 12,900

This line item includes new and ongoing programming such as Adult Flag Football, Pickleball, and new programs held at Pawaget Park. Both Fall and Spring Flag Football have been a success the past seasons and had an increase of teams which adds games and expenses. All Flag Football expenses are covered by the \$650 registration per team. Several programs were moved to the Fall/Winter and spring/ summer lines because of the programs continued success.

Spring Flag Football	\$6,100
Fall Flag Football	\$6,100
Pawaget Programs	\$500
Pickleball	\$200
Total	\$12,900

815-8040- TENNIS PROGRAM – \$ 10,900

Reflects costs for year-long tennis program wages that take place at Ninigret Park and Richmond Elementary School.

	Total Pay
Summer	\$7,000
Fall	\$1,200
Winter	\$1,700
Spring	\$1,000
	\$10,900

**SUPPLEMENTAL INFORMATION
FY 2019-2020**

815-8045 SWIM LESSONS (YOUTH) - \$200

Equipment needed for swimming lessons at Little Nini pond.

815-8050 SUMMER CONCERT/MOVIE SERIES UNDERWRITING - \$8,900

The movie and concert cost are offset by sponsor's donations.

Five summer concerts. Movie Series will include four movies in the park. Underwriting only, as these programs have been supported by the business community in the past.

TOTAL REQUESTED BUDGET - \$136,348

**SUPPLEMENTAL INFORMATION
FY 2019-2020**

820 - CHARLESTOWN BEACH:

820-5015 - SEASONAL WAGES - \$88,091

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

A. Lifeguards

This line will cover expenses for the period of July 1, 2019 through June 30, 2020. It is proposed that the salary for "new" guards begins at \$15/ hour. This will enable our department to be competitive in hiring lifeguards for the summer. 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, \$15.00/hour will be used.

Lifeguards	Rate of Pay	Number of Participants	Hours	Number of Days	Total Pay
Weekdays	\$15.00	5	8	52	\$31,200.00
Weekends	\$15.00	6	9	29	\$23,490.00
Holidays	\$22.50	6	9	4	\$4,860.00
Total					\$59,550.00

B. Beach Attendants

Two and one-half (2.5) attendants on weekdays and (3.5) attendants on weekends and holidays are required at the Charlestown Town Beach. For budgeting purposes \$11.00/hour will be used.

Beach Attendants	Rate of Pay	Number of Participants	Hours	Number of Days	Total Pay
Weekdays	\$11.00	2	8	52	\$9,152.00
Weekdays	\$11.00	1	4	52	\$2,288.00
Weekends	\$11.00	3	9	29	\$8,613.00
Weekends	\$11.00	1	5	29	\$1,595.00
Holidays	\$16.50	3	9	4	\$1,782.00
Holidays	\$16.50	1	5	4	\$330.00
Total					\$23,760.00

**SUPPLEMENTAL INFORMATION
FY 2019-2020**

820-5015 - SEASONAL WAGES (cont'd)

C. Charlestown Town Beach Manager

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

	Rate of Pay	Number of Participants	Hours	Number of Days	Total Pay
Beach Manager	15.00	1	8.5	90	\$11,475.00
				Total	\$11,475.00

D. Beach Patrol

A staff member will work designated weekends in the summer to monitor the beaches and assist the lifeguards with patrons.

Rate of Pay	Number of Participants	Hours	Number of Days	Total Pay
\$10.50	1	8	10	\$840.00
Holiday 15.75	1	8	1	\$126.00
			Total	\$966.00

Lifeguard Total	\$59,550.00
Beach Attendant Total	\$23,760.00
Beach Manager Total	\$11,475.00
Beach Patrol	\$966.00
Subtotal	\$95,751.00
Less 8% rain reduction	\$7,660.00
Total Town Beach Wages	\$88,091.00

SUPPLEMENTAL INFORMATION
FY 2019-2020

820 - CHARLESTOWN BEACH (cont'd)

820-5025 TOWN BEACH OVERTIME WAGES - \$2,000

Lifeguards out sick, short staffed end of year.

820-6020 – OPERATING SUPPLIES - \$2,000

Paper products, soaps for restrooms, supplies for pavilion restroom maintenance, office and first aid supplies for first aid room. Composter technology requires use of a special "Neponol" soap that serves as the conduit in the replacement of flushing. The vendor that supplied the composting toilet units provided a two year supply of the product. No other type of soap works in this situation but the soap is very expensive, approximately \$580.00 for the supply at each beach.

820-6035 – UNIFORMS, TRAINING AND CERTIFICATIONS - \$2,000

Uniform Reimbursement and Re-certification for returning guards. Also, a spring Lifeguard Certification class, along with First Aid, CPR, and AED training for the entire summer staff.

6 Uniforms at \$50 per uniform	\$300.00
Beach Manager, Beach Attendant and Supervisor	\$100.00
Lifeguard Sweatshirts	\$200.00
Lifeguard swimsuits	\$300.00
Lifeguard Training and Recertification	\$1,100.00
Total	\$2,000.00

820-6040 - MAINTENANCE & REPAIRS - \$1,500

Miscellaneous maintenance and repairs at beach as needed including maintenance parts and replacement items for pavilion and rinsing stations. The two (2) Town Beach lifeguard chairs require refurbishing, the rain garden will require maintenance, and continuous repairs to structures on site as needed, replace plant materials yearly, mulch etc. Repair of locks and security system as needed.

820-6045 - MAINTENANCE SUPPLIES - \$500

Repair, replace and /or rebuild parking lot signage as needed.

**SUPPLEMENTAL INFORMATION
FY 2019-2020**

820 - CHARLESTOWN BEACH (cont'd)

820-6060 - PRINTING & BINDING - \$1,050

Printing of Resident beach passes	\$1,000.00
Printing of Cottage passes	\$50.00
Printing of daily receipts	\$1,050.00
Total printing costs *	\$2,100.00
(*total is divided by 2 for both beaches)	\$1,050.00

820-6065 - PURCHASED SERVICES - \$6,000

Portable Toilet Facility: six (6) times at \$415 per month and emergency pump outs	\$2,490.00
Ocean Testing as mandated by the State of Rhode Island	\$400.00
Medical Supplies	\$210.00
Water Service	\$100.00
Clivus Inspections and Winterization	\$1,500.00
Close facilities: plumber/wells	\$300.00
Pavilion Urine Tank Pumpouts	\$1,000.00
	\$6,000.00

820-6075 - TOOLS & EQUIPMENT- \$2,000

AED unit and battery updates. Purchase of replacement buoys, weights and lines as needed.

820-6095 BEACH CLEANING SERVICES - \$6,500

Twice weekly, beach cleaning services for Charlestown beach to maintain safe beaches free of debris.

820-6100 - TAXES - \$3,900

Payment to South Kingstown for town-owned beach property located within South Kingstown.

TOTAL REQUESTED BUDGET- \$115,541.

**SUPPLEMENTAL INFORMATION
FY 2019-2020**

830-NINIGRET PARK

830-5015 - SEASONAL WAGES - \$21,930

A. Lifeguards

This line will cover expenses for the period of July 1, 2019 through June 30, 2020. 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 \$15.00/hour will be used. *Note - holiday rate of pay = time +1/2 paid to lifeguards.

Lifeguards	Rate of Pay	Number of Positions	Hours	Number of Days	Total Pay
Weekdays	\$15.00	2	8	52	\$12,480.00
Weekends	\$15.00	2	9	29	\$7,830.00
Holidays	\$22.50	2	9	4	\$1,620.00
				Total	\$21,930.00

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 - \$1,000

Lifeguards out sick, short staffed end of year.

SUPPLEMENTAL INFORMATION
FY 2019-2020

830-NINIGRET PARK (continued)

830-6020 - OPERATING SUPPLIES - \$1,000

Restroom supplies (toilet paper, paper towels, etc.)	\$500.00
Cleaning supplies (floor cleaner, disinfectants,	<u>\$500.00</u>
Total	\$1,000.00

830-6040 - MAINTENANCE & REPAIRS - \$3,820

Multi-use trail maintenance and signs as needed	\$1,000.00
Miscellaneous maintenance and repairs to facilities and buildings/grounds as needed,	\$1,000.00
Add chips to playground area play surface, yearly maintenance	\$700.00
Basketball replacement nets	\$100.00
Basketball replacement pads - \$170 per pad X 6	\$1,020.00
Total	\$3,820.00

**SUPPLEMENTAL INFORMATION
FY 2019-2020**

830-NINIGRET PARK (con't)

830-6065 - PURCHASED SERVICES - \$14,002- Additional Pump outs for (2) Additional Clivus Units

Close Facility (plumber/well expertise required)	\$300.00
Bi Weekly Coliform Test	\$510.00
Medical Supplies	\$170.00
Restroom Cleaning Tennis Court, Lil' Nini' and six (6) composting toilets twice (2) weekly by an outside agency \$8,610 for the season plus (2) new Clivus toilet units for year round use \$572	\$9,182.00
Water Service	\$450.00
Pest Control	\$490.00
Clivus Service	\$2,000.00
Six Composting Toilets Urine Tank Pumpouts Twice Yearly	\$900.00
	\$14,002.00

830-6075 - TOOLS & EQUIPMENT - \$3,266

Wheelbarrows, rakes, shovels	\$400
AED Battery service contract, replace pads etc.	\$200
Replacement of outdated AED case for beach	\$1,736
Pickleball Tape for old courts	\$60
Tennis Benches (2)	\$800
Seamless roller for tennis courts	\$70
Total	\$3,266

TOTAL REQUESTED BUDGET- \$45,018

TOWN OF CHARLESTOWN
Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.850.5015.000	Blue Shutters Wages	\$64,960.79	\$56,530.59	\$69,575.00	\$69,575.00	\$66,438.89	\$82,961.00	\$82,961.00	\$77,000.00	\$77,000.00
01.850.5025.000	Blue Shutters O T Wages	\$3,311.95	\$2,917.53	\$3,400.00	\$3,400.00	\$1,160.44	\$3,400.00	\$3,400.00	\$3,400.00	\$3,400.00
01.850.6020.000	Blue Shutters Operating Sup	\$1,397.51	\$1,763.27	\$1,500.00	\$1,500.00	\$866.09	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
01.850.6035.000	Uniforms & Training	\$899.33	\$1,135.83	\$1,000.00	\$1,000.00	\$538.62	\$2,200.00	\$2,200.00	\$2,200.00	\$2,200.00
01.850.6040.000	Maintenance & Repairs	\$476.45	\$1,277.93	\$1,100.00	\$1,100.00	\$206.06	\$1,100.00	\$1,100.00	\$1,100.00	\$1,100.00
01.850.6045.000	Maintenance Supplies	\$337.19	\$313.55	\$500.00	\$500.00	\$289.78	\$500.00	\$500.00	\$500.00	\$500.00
01.850.6060.000	Printing & Binding	\$942.42	\$881.78	\$1,000.00	\$1,000.00	\$0.00	\$1,050.00	\$1,050.00	\$1,050.00	\$1,050.00
01.850.6065.000	Purchased Services	\$9,212.78	\$6,107.33	\$9,000.00	\$9,000.00	\$3,706.85	\$9,000.00	\$9,000.00	\$9,000.00	\$9,000.00
01.850.6075.000	Tools/Equipment	\$1,204.38	\$1,800.62	\$1,200.00	\$1,200.00	\$440.19	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
01.850.6095.000	Beach Cleaning	\$6,766.25	\$6,500.00	\$6,500.00	\$6,500.00	\$4,250.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00
		\$89,509.05	\$79,228.43	\$94,775.00	\$94,775.00	\$77,896.92	\$109,611.00	\$109,611.00	\$103,650.00	\$103,650.00
01.900.9005.000	Open Space 2013 Principle	\$185,000.00	\$190,000.00	\$195,000.00	\$195,000.00	\$195,000.00	\$200,000.00	\$200,000.00	\$200,000.00	\$200,000.00
01.900.9006.000	Beach Pavilion Principle	\$46,187.21	\$48,904.11	\$48,904.00	\$48,904.00	\$48,904.11	\$48,904.00	\$48,904.00	\$48,904.00	\$48,904.00
01.900.9007.000	Affordable Housing 2013 Principle	\$38,812.79	\$41,095.89	\$41,096.00	\$41,096.00	\$41,095.89	\$41,096.00	\$41,096.00	\$41,096.00	\$41,096.00
01.900.9008.000	Recreation Bond Principle \$1M	\$0.00	\$90,000.00	\$90,000.00	\$90,000.00	\$90,000.00	\$95,000.00	\$95,000.00	\$95,000.00	\$95,000.00
01.900.9021.000	Open Space Bond Principle 3M	\$160,000.00	\$155,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00
01.900.9026.000	Open Space Interest 3M	\$29,200.00	\$26,050.00	\$23,000.00	\$23,000.00	\$12,250.00	\$19,250.00	\$19,250.00	\$19,250.00	\$19,250.00
01.900.9029.000	Affordable Housing Interest	\$31,984.83	\$31,187.22	\$30,314.00	\$30,314.00	\$15,388.13	\$29,389.00	\$29,389.00	\$29,389.00	\$29,389.00
01.900.9031.000	Open Space 2013 Interest	\$37,141.20	\$33,110.04	\$28,971.00	\$28,971.00	\$15,533.76	\$24,725.00	\$24,725.00	\$24,725.00	\$24,725.00
01.900.9032.000	Beach Pavilion Interest	\$38,065.17	\$37,112.78	\$36,074.00	\$36,074.00	\$18,311.87	\$34,973.00	\$34,973.00	\$34,973.00	\$34,973.00
01.900.9033.000	Recreation Bond Interest	\$12,398.33	\$24,990.89	\$22,637.00	\$22,637.00	\$12,590.08	\$20,269.00	\$20,269.00	\$20,269.00	\$20,269.00
01.900.9045.000	DPW Dump Truck 2016	\$0.00	\$20,734.59	\$20,735.00	\$20,735.00	\$0.00	\$20,735.00	\$20,735.00	\$20,735.00	\$20,735.00
01.900.9050.000	Ambulance L/P Amb Corp (2012)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$56,500.00	\$56,500.00	\$56,500.00	\$56,500.00
01.900.9055.000	DPW Sweeper All Vac/Catch 2016	\$38,244.04	\$38,244.04	\$38,244.00	\$38,244.00	\$0.00	\$38,244.00	\$38,244.00	\$38,244.00	\$38,244.00
01.900.9075.000	DPW Dump Truck W/Plow (7 L/P)	\$20,725.59	\$21,371.63	\$21,372.00	\$21,372.00	\$0.00	\$21,372.00	\$21,372.00	\$21,372.00	\$21,372.00
01.900.9080.000	John Deere Tractor 2012	\$23,706.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.900.9096.000	DPW Heavy Duty Dump Truck	\$20,619.87	\$20,619.87	\$20,620.00	\$20,620.00	\$0.00	\$20,620.00	\$20,620.00	\$20,620.00	\$20,620.00
01.900.9098.000	DPW F-350 HD (5YR L/P)	\$8,538.96	\$8,538.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.900.9105.000	DPW Heavy Duty Dump 2011	\$17,836.37	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$708,460.64	\$786,960.02	\$766,967.00	\$766,967.00	\$599,073.84	\$821,077.00	\$821,077.00	\$821,077.00	\$821,077.00

SUPPLEMENTAL INFORMATION
FY 2019-2020

850 – BLUE SHUTTERS BEACH:

850-5015 - SEASONAL WAGES - \$77,000

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

A. Lifeguards

This line will cover expenses for the period of July 1, 2019 through June 30, 2020. Those guards who return from the previous year will be given a .50 per hour increase from their previous year's salary. The base salary for the lifeguards will begin at \$15/hr. Note - holiday rate of pay = time +1/2 paid for lifeguards.

Lifeguards	Rate of Pay	Number of Participants	Hours	Number of Days	Total Pay
Weekdays	\$15.00	4	8	52	\$24,960.00
Weekends	\$15.00	4	9	29	\$15,660.00
Holidays	\$22.50	4	9	4	\$3,240.00
				Total	\$43,860.00

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 \$11.00/hour will be used.

Rate of Pay	Number of Participants	Hours	Number of Days	Total Pay
\$11.00	2	8	52	\$9,152.00
\$11.00	2	4	52	\$4,576.00
\$16.50	3	9	29	\$12,920.00
\$16.50	2	5	29	\$4,785.00
\$16.50	3	9	4	\$1,782.00
\$16.50	2	5	4	\$660.00
			Total	\$33,875.00

**SUPPLEMENTAL INFORMATION
FY 2019-2020**

850 – BLUE SHUTTERS BEACH (cont'd)

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.

Rate of Pay	Number of Participants	Hours	Number of Days	Total Pay
\$15.00	1	8.5	90	\$11,475.00
			Total	\$11,475.00

D. Beach Patrol

A staff member will work designated weekends in the summer to monitor the beaches and assist the lifeguards with patrons.

Rate of Pay	Number of Participants	Hours	Number of Days	Total Pay
\$10.50	1	8	10	\$840.00
Holiday 15.75	1	8	1	\$126.00
			Total	\$966.00

			Lifeguard Total	\$43,860.00
			Beach Attendant Total	\$33,875.00
			Beach Manager Total	\$11,475.00
			Beach Patrol	\$966.00
			Subtotal	\$90,176.00
			Less 14% Rain Reduction:	\$13,176.00
			Total Blue Shutters Wages	\$77,000.00

**SUPPLEMENTAL INFORMATION
FY 2019-2020**

850 – BLUE SHUTTERS BEACH (cont'd)

850-5025 BLUE SHUTTERS OVERTIME WAGES - \$3,400

Lifeguards out sick, short staffed end of year issues.

850-6020 – OPERATING SUPPLIES - \$1,700

This line item includes items for the pavilion and the beach. Items for the pavilion are: paper products, soaps for restrooms, and cleaning supplies, also for Nepanel, which is a foaming product for use in the Clivus composting toilets. Beach items such as first aid supplies, replacement border flags and signs will be designated in this line item. The cost of sawdust for the composting toilets will be taken from this line item.

850-6035 – UNIFORMS, TRAINING AND CERTIFICATIONS - \$2,200

Total cost of the re-imbusement program will be divided equally between the 2 Town beach budgets (Charlestown Beach and Blue Shutters Beach). Also to include pre-season re-certifications for senior lifeguards, CPR, First Aid training for beach attendants and managers.

8 x \$50 per uniform	\$400
Beach Manager, Beach Attendant, Beach Patrol and Supervisor Uniforms	\$100
Lifeguard Swimsuits	\$300
Lifeguard Sweatshirts	\$300
Training and Certifications	<u>\$1,100</u>
Total	<u>\$2,200</u>

850-6040 - MAINTENANCE & REPAIRS – \$1,100

Miscellaneous maintenance and repairs at beach as needed - \$300. Lifeguard chairs refurbished x 2 chairs x \$400 for materials = \$800. Rain garden maintenance, continuous repairs to structures on site as needed, replace plant materials yearly, mulch etc. Repair of locks and security system as needed.

Miscellaneous maintenance and repairs at beach as needed. Rain garden further development, repairs to structures on site as needed, replace plant materials yearly, mulch etc. Repair of locks and security system as needed		\$ 300.00
Lifeguard chairs refurbished x 2 chairs x \$400 for materials		\$ 800.00
	Total	<u>\$ 1,100.00</u>

**SUPPLEMENTAL INFORMATION
FY 2019-2020**

850 – BLUE SHUTTERS BEACH (cont'd)

850-6045 - MAINTENANCE SUPPLIES - \$500

Replace signage as is necessary, paper products, paper supplies, towels etc. for \$500

850-6060 - PRINTING & BINDING - \$1,050

Printing of resident beach passes	\$1,000.00
Printing of cottage passes	\$50.00
Printing of daily receipts	\$1,050.00
Total printing costs *	\$2,100.00
(*total is divided by 2 for both beaches)	\$1,050.00

850-6065 – PURCHASED SERVICES - \$9,000

Portable Toilet Facility: (2) for six (6) months at \$415 per month and emergency pumouts	\$5,000.00
Ocean Testing as Mandated by State of Rhode Island	\$700.00
Medical Supplies	\$200.00
Water Service	\$200.00
Clivus Composter Tank and System Inspections	\$1,000.00
Close facilities: plumber/wells	\$400.00
Pavilion Urine Tank Pumpouts	\$1,500.00
Total	\$9,000.00

850-6075 - TOOLS & EQUIPMENT - \$1,200

Replace pads for AED, service contract total \$600. Purchase of replacement buoys, weights and lines as needed.

SUPPLEMENTAL INFORMATION
FY 2019-2020

850 – BLUE SHUTTERS BEACH (cont'd)

850-6095 - BEACH CLEANING - \$6,500

Twice weekly, beach cleaning services for Blue Shutters beach to maintain safe beaches free of debris. Must be cleaned 26 times this season at a cost of \$250 each cleaning.

TOTAL REQUESTED BUDGET - Total: \$109,611

SUPPLEMENTAL INFORMATION
FY2019 - 2020

900 - DEBT SERVICE:

900-9005 – \$2M OPEN SPACE BOND 2015 PRINCIPAL - \$200,000

Principal payment on Open Space Bonds was issued in summer 2014. Authority given in fiscal year 2004 for \$2 million. The bond will be payable from 2014 to 2025.

900-9006 – \$1.19M BEACH PAVILION BOND 2015 PRINCIPAL - \$48,904

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 2034.

900-9007 – \$1M AFFORDABLE HOUSING BOND 2015 PRINCIPAL - \$41,096

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 2034.

900-9008 - \$1M RECREATION BOND PRINCIPAL – \$95,000

Principal payment on 10 year bond for Recreation issued November 2016. Authority given June 2015. The bond will be payable from 2017 to 2027..

900-9021 – \$3M OPEN SPACE BOND PRINCIPAL - \$150,000

Principal payment on Series A Open Space Bonds issued in February 2004. Authority given in fiscal year 2000 for \$2 million and in year 2002 for \$1 million. The bond is payable from February 2005 to February 2024.

900-9026 – \$3M OPEN SPACE BOND INTEREST - \$19,250

Open space bond interest payable for fiscal year 2020.

900-9029 – \$1M AFFORDABLE HOUSING INTEREST - \$29,389

Affordable Housing bond interest payable for fiscal year 2020.

900-9031 – \$2M OPEN SPACE INTEREST - \$24,725

Open space bond interest payable for fiscal year 2020.

SUPPLEMENTAL INFORMATION

FY2019 - 2020

900 - DEBT SERVICE (cont'd):

900-9032 – \$1.19M BEACH PAVILION INTEREST - \$34,973

Beach Pavilions bond interest payable for fiscal year 2020.

900-9033 - \$1M RECREATION BOND INTEREST – \$20,269

Recreation bond interest payable for fiscal year 2019.

900-9045 – DPW INTERNATIONAL DUMP - \$20,735

Annual payment on a seven-year lease for a heavy duty dump truck for DPW. FY2022 is the final year of the lease,

900-9050 – AMBULANCE – 2019 - \$56,500

Annual payment on a five year lease for an Ambulance for the Charlestown Rescue. Charlestown Rescue will share on the cost. FY2023 is the final year of the lease.

900-9055 – VACUUM SWEEPER – 2016 - \$38,244

Annual payment on a seven-year lease purchase for a vacuum sweeper. FY2022 will be the final year of the lease. This is an estimated amount as the lease has not been finalized.

900-9075 DPW HEAVY DUTY/DUMP TRUCK (7YR L/P) - \$21,372

Annual lease payment for new International Dump Truck. FY2023 is final year of lease.

900-9096 – DPW HEAVY DUTY DUMP TRUCK - \$20,620

Annual payment on a seven year lease for purchase of a Heavy Duty Dump Truck. FY2019 is the final year of the lease.

TOTAL REQUESTED BUDGET - \$821,077

TOWN OF CHARLESTOWN

Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.920.5005.000	In Lieu Health Insurance	\$9,615.00	\$15,243.15	\$12,500.00	\$12,500.00	\$8,005.75	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
01.920.5010.000	Town Funded Retiree Pensions	\$10,604.62	\$10,959.96	\$11,250.00	\$11,250.00	\$5,625.23	\$11,762.00	\$11,762.00	\$11,762.00	\$11,762.00
01.920.5015.000	Vacation Payments	\$18,259.98	\$21,617.21	\$23,386.00	\$23,386.00	\$19,755.08	\$25,332.00	\$25,332.00	\$25,332.00	\$25,332.00
01.920.9205.000	FICA Tax	\$338,207.10	\$354,311.31	\$373,742.00	\$380,640.00	\$191,904.01	\$400,100.00	\$400,100.00	\$400,100.00	\$400,100.00
01.920.9210.000	Health Insurance	\$1,038,628.10	\$1,090,690.54	\$1,142,500.00	\$1,142,500.00	\$526,877.69	\$1,142,500.00	\$1,142,500.00	\$1,060,000.00	\$1,060,000.00
01.920.9210.008	OPEB Trust Fee	\$12,248.05	\$12,538.46	\$13,000.00	\$13,000.00	\$8,291.78	\$17,500.00	\$17,500.00	\$17,500.00	\$17,500.00
01.920.9215.000	Delta Dental	\$58,600.33	\$61,819.44	\$67,000.00	\$67,000.00	\$28,920.31	\$67,000.00	\$67,000.00	\$67,000.00	\$67,000.00
01.920.9220.000	Life Insurance	\$16,450.32	\$16,369.27	\$16,750.00	\$16,750.00	\$7,575.18	\$16,750.00	\$16,750.00	\$16,750.00	\$16,750.00
01.920.9225.000	Employer Pension Contr -	\$549,797.27	\$519,099.45	\$623,460.00	\$640,980.00	\$307,768.07	\$731,885.00	\$731,885.00	\$731,885.00	\$731,885.00
01.920.9240.000	Unemployment Expenses	\$17,600.00	\$0.00	\$15,000.00	\$15,000.00	\$358.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
01.920.9250.000	Employee Asst Program	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
		\$2,071,510.77	\$2,104,148.79	\$2,300,088.00	\$2,324,506.00	\$1,106,881.10	\$2,444,629.00	\$2,444,629.00	\$2,362,129.00	\$2,362,129.00
01.940.9435.000	Auditing Service	\$38,360.00	\$52,308.00	\$42,000.00	\$42,000.00	\$27,907.00	\$42,000.00	\$42,000.00	\$42,000.00	\$42,000.00
01.940.9440.000	Town Solicitor	\$120,828.00	\$133,000.00	\$127,200.00	\$127,200.00	\$58,420.00	\$127,200.00	\$127,200.00	\$127,200.00	\$127,200.00
01.940.9445.000	Special Service/Legal	\$646.00	\$0.00	\$60,000.00	\$60,000.00	\$3,166.42	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00
01.940.9445.001	Special Services Legal/NIT	\$12,700.00	\$17,941.00	\$0.00	\$0.00	\$770.00	\$0.00	\$0.00	\$0.00	\$0.00
01.940.9450.000	Miscellaneous Legal	\$63,400.93	\$65,740.60	\$100,000.00	\$100,000.00	\$23,391.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
01.940.9475.000	Finance/IT/Administration Study	\$0.00	\$33,760.00	\$0.00	\$0.00	\$2,690.00	\$0.00	\$0.00	\$0.00	\$0.00
01.940.9480.000	Town-wide Assessment/Survey	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$74,552.00
		\$235,934.93	\$302,749.60	\$329,200.00	\$329,200.00	\$116,344.42	\$329,200.00	\$329,200.00	\$329,200.00	\$403,752.00
01.950.9550.000	Town Insurance	\$215,133.93	\$243,349.87	\$250,000.00	\$250,000.00	\$226,068.50	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00
01.960.5015.000	Hazard Mitigation Project	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.960.9625.000	Council Contingency Fund	\$11,463.71	\$16,442.20	\$50,000.00	\$50,000.00	\$33,265.06	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
01.960.9625.002	Contingency for pay increases	\$0.00	\$0.00	\$107,960.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.960.9625.003	Contingency for longevity increases	\$0.00	\$0.00	\$6,670.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.960.9625.004	Contingency for FICA	\$0.00	\$0.00	\$8,770.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.960.9625.005	Contingency for RIERS	\$0.00	\$0.00	\$17,520.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.960.9625.006	Contingency for Position Change	\$0.00	\$0.00	\$4,605.00	\$4,605.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$13,963.71	\$16,442.20	\$195,525.00	\$54,605.00	\$33,265.06	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00

SUPPLEMENTAL INFORMATION
FY2018- 2019

920 - EMPLOYEE BENEFITS:

920-5005 - IN LIEU OF HEALTH INSURANCE - \$15,000

Employee option payment for non-participation in health coverage. Currently includes six municipal employees.

920-5010 - RETIREES' SALARIES - \$11,762

Covers one employee and the spouse of an employee who retired with Town pensions prior to the Town's participation in State system. (increases @ 3% each July – spouse of former Chief of Police).

920-5015 – VACATION BUYOUT - \$25,332

CPMA agreement allows the buyout of one week of vacation.

920-9205 - FICA TAX EXPENSE - \$400,100

Calculated @ 7.65% of estimated total payroll.

920-9210 - HEALTH INSURANCE - \$1,060,000

The health insurance calculation is funded with a projected rate decrease of 2.8% 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 32 Rhode Island cities, towns and school districts on a self-funded basis. Full-time employees are required to co-pay 20% of their health insurance premium. Retirees covered with health benefits with no co-pay include 7 former municipal employees and 12 former police officers. Of these, 9 individuals are on Plan 65. There are 5 former police officers who pay between 15 and 20% for their health insurance. An eyeglass/contact lens benefit at \$150 per year per employee is also funded in this account for full time employees.

920-9210 OPEB TRUST FEE - \$17,500

The Town has joined the RI Interlocal Trust OPEB funding Program. The Plan is managed by Vanguard and because other municipalities will be pooling their funds together, the fees to manage the trust will be much lower. FY17 was the first year The Trust managed the OPEB Trust. The fees were much lower and the Trust earned a higher rate of investment income.

SUPPLEMENTAL INFORMATION
FY2018- 2019

920 - EMPLOYEE BENEFITS (cont'd):

920-9215 - DENTAL INSURANCE - \$67,000

Dental premiums for all full-time employees and two retirees is projected at a decrease of 8.9% below the FY19 rates

920-9220 - LIFE INSURANCE - \$16,750

Premiums for insurance coverage per Union and Municipal Management Agreements.

920-9225 - RETIREMENT - \$731,885

Cost to the Town for participation in the Rhode Island Employees' Retirement System for municipal and police personnel. FY 2019 municipal rate calculated @ 7.73% for the Defined Benefit Plan and 1% for the Defined Contribution Plan, 9.25% for employees with 20 years of service as of 6/30/12 for the Defined Benefit Plan, and Police rate calculated @ 31.73 %, for the Defined Benefit plan. FY19 rates were 7.51% for Municipal and 27.74% for Police.

920-9240 - UNEMPLOYMENT - \$15,000

Costs incurred by the Town for seasonal employees' unemployment benefits and severed employees.

920-9250 - EMPLOYEE ASSISTANCE PROGRAM - \$1,800

Crisis referral service designed for persons in need of counseling. This is the yearly fee for up to 70 employees.

TOTAL REQUESTED BUDGET \$2,362,129

SUPPLEMENTAL INFORMATION
FY2019 – 2020

940 - PROFESSIONAL SERVICES:

940-9435 – AUDITING SERVICE - \$42,000

Estimated cost for preparation of annual audit and side fund trial balances for fiscal year ending June 30, 2020. The annual fee is based on the annual cost for FY2018. Additional costs incurred during the audit are estimated based on historical costs. The Town will need to go out to bid for auditing services in the Spring of 2020.

940-9440 – TOWN SOLICITORS - \$127,200

Legal services required by the Town in the normal course of business:

Town Solicitor Peter Ruggiero (per contract effective 12/12/16)	\$79,200	Town Council, Planning, Zoning
Town Solicitor Robert E. Craven (per contract effective 12/8/14)	\$24,000	Probate, Prosecution
Asst. Solicitor Joseph Larisa (per contract effective 12/8/14)	<u>\$24,000</u>	Narragansett Indian Tribe
	\$127,200	

940-9945 – SPECIAL LEGAL SERVICES - \$60,000

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

940-9480 – TOWN-WIDE ASSESSMENT/SURVEY - \$74,552

Funding for a survey to determine needs of the community.

TOTAL REQUESTED BUDGET - \$403,752

SUPPLEMENTAL INFORMATION
FY2019 - 2020

950 - TOWN INSURANCE:

950-9550 – TOWN INSURANCE - \$250,000

Premiums for property, liability and worker's compensation coverage. This also includes flood insurance for the two beach pavilions. Liability insurance maintained at \$5 million for budget year 2020.

TOTAL REQUESTED BUDGET - \$250,000

960 – COUNCIL CONTINGENCY:

960-9625 – TOWN COUNCIL CONTINGENCY - \$50,000

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

TOTAL REQUESTED BUDGET - \$50,000

TOWN OF CHARLESTOWN

Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.990.9901.000	Police Cruisers	\$70,469.99	\$38,400.80	\$37,172.00	\$37,172.00	\$31,383.50				
01.990.9902.000	Police Admin Car	\$0.00	\$67,131.96	\$34,829.00	\$34,829.00	\$0.00	\$67,053.00	\$67,053.00	\$67,053.00	\$67,053.00
01.990.9904.000	Police - Ballistic Vest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9906.000	Police Computers & Mobile Data Terminals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,900.00	\$16,900.00	\$16,900.00	\$16,900.00
01.990.9907.000	Police - Training Trailer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00
01.990.9908.000	Cruiser Security Storage Lockers	\$0.00	\$3,893.01	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00
01.990.9909.000	Radar Upgrade & Replacement	\$11,894.00	\$11,894.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9911.000	DPW Dump Truck w/Plow frame & Plow Control	\$0.00	\$70,192.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9913.000	Old Mill Road Engineering	\$0.00	\$40,050.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9914.000	DPW Burdickville RD Improvements	\$1,612.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9915.000	Police Message Board	\$0.00	\$0.00	\$16,575.00	\$16,575.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9916.000	DPW - International Dump Truck	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9918.000	Police - Telephone System	\$12,669.05	\$0.00	\$0.00	\$0.00	\$0.00	\$157,380.00	\$157,380.00	\$157,380.00	\$157,380.00
01.990.9919.000	Equipment Tilt Trailer	\$0.00	\$8,599.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9920.000	Police Pickup	\$36,523.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9921.000	Town Security System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9922.000	Tasar Replacement	\$9,593.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00	\$40,000.00	\$40,000.00
01.990.9923.000	Old Mill Road Construction	\$0.00	\$0.00	\$1,006,740.00	\$1,006,740.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9924.000	Town Hall Generator Design & Plan	\$0.00	\$0.00	\$175,000.00	\$175,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9925.000	Police Floor Scrubber	\$5,690.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9928.000	Police - Evidence Room Processing Equipment	\$0.00	\$3,258.37	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9929.000	Police - Rifle/Shotgun	\$7,367.46	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9930.000	Animal Shelter - Septic System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9931.000	Ctown Beach Water Storage Building	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
01.990.9932.000	Little Nini Beach Stairs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,000.00	\$12,000.00	\$0.00	\$0.00
01.990.9933.000	DPW Open Top Container - CRCC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,000.00	\$17,000.00	\$17,000.00	\$17,000.00
01.990.9934.000	Wing Mower	\$0.00	\$0.00	\$18,000.00	\$18,000.00	\$14,500.00	\$13,650.00	\$13,650.00	\$13,650.00	\$13,650.00
01.990.9935.000	External Fuel Tank - CRCC Garage	\$0.00	\$0.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9937.000	DPW - Bachhoe Loader	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9936.000	Window at CRCC Welcome Shed	\$2,811.00	\$0.00	\$0.00	\$0.00	\$0.00	\$180,600.00	\$180,600.00	\$180,600.00	\$180,600.00
01.990.9938.000	Overhead Door at CRCC	\$0.00	\$13,737.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9939.000	Zip Zrooz, Grill & Picnic Table	\$0.00	\$0.00	\$24,400.00	\$24,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

TOWN OF CHARLESTOWN

Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.990.9945.000	Senior Center Flooring	\$0.00	\$0.00	\$18,000.00	\$18,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9950.000	Renovation - Tennis Cts @ Wicklund	\$0.00	\$164,002.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9951.000	Police - Upgrade Furniture	\$0.00	\$0.00	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9953.000	Police - ATV	\$0.00	\$9,073.72	\$0.00	\$0.00	\$8,133.72	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9954.000	Charlestown Beach Parking Lot	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9959.000	REC Basketball Court Reconstruction	\$58,920.00	\$0.00	\$9,000.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$120,000.00	\$120,000.00
01.990.9960.000	Ambulance	\$0.00	\$0.00	\$56,000.00	\$56,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9961.000	DPW Asphalt Resurfacing	\$137,563.60	\$188,441.25	\$120,000.00	\$120,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9963.000	DPW Vacuum Sweeper/Catch Basin (7YR L/P)	\$0.00	\$279,149.00	\$0.00	\$0.00	\$0.00	\$119,955.00	\$119,955.00	\$120,000.00	\$120,000.00
01.990.9964.000	DPW Dump Truck With Plow (7 Yr L/P)	\$21,085.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9965.000	REC Basketball Court Reconstruct @ Columbia Heig	\$0.00	\$0.00	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9966.000	Renovation - Softball Field @ Wicklund	\$0.00	\$104.93	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9970.000	Rec - Recycling/Trash Stations	\$0.00	\$8,265.17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9974.000	Rec - Picnic Tables at Ninigret Park	\$0.00	\$18,686.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9975.000	Summer Cottage Generator	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9979.000	Kings Factory Rd Box Culvert	\$11,491.25	\$0.00	\$250,000.00	\$250,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9985.000	EMA Hurricane Protection - Police Station	\$19,655.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9991.000	Town Vehicles Bldg Offical, ACO & REC	\$29,430.00	\$59,203.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9992.000	Public Safety Communication Tower	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80,391.00	\$80,391.00	\$108,096.00	\$108,096.00
01.990.9993.000	Columbia Heights Playground	\$40,780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00
01.990.9995.000	Rec - Backstop at Pulchaski Field	\$5,675.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.990.9996.000	REC Gate @ Soccer Field	\$9,119.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$492,350.28	\$984,082.64	\$1,836,716.00	\$1,836,716.00	\$54,017.22	\$854,929.00	\$894,929.00	\$1,020,679.00	\$1,020,679.00

TOWN OF CHARLESTOWN
Five Year Capital Improvement Plan
General Worksheet
FY 2020 - FY 2024

Department	Description	FY2020	FY2021	FY2022	FY2023	FY2024	FY2024	
Public Works	Dump Truck W/Plow	157,380						
	Small Dump Truck 1-ton		100,000					
	Backhoe Loader	180,600						
	Snow Plow		9,500					
	Mobile Brush Cutting Tractor		175,000					
	Large Area Field Mower		56,000					
	2 Med. H-D Mowers		42,800					
	Tow-Behind Mower for CRCC		15,000					
	Asphalt Resurfacing	120,000	120,000	120,000	120,000	120,000	120,000	
	Vacuum Sweeper						250,000	
	Replacement Waste Compactor		24,500					
	CRCC Loader Tires (replacement)		12,000					
	Charelstown Beach Parking Lot	120,000						
	Animal Shelter Septic System Replacement	40,000						
	Open Top Container - CRCC	13,650						
	Sub-total		631,630	554,800	120,000	120,000	120,000	370,000
	Police	Police Cruisers	67,053	75,000	75,000	75,000	75,000	75,000
Administrative Car					35,000			
Public Safety Communication Towe		80,000						
Fuel Management System			40,000					
HVAC Replacement Item			40,000					
Ballistic Vest		16,900						
Town Security System		40,000						
Station Computer & Mobile Data Terminals		60,000						
Sub-total			263,953	155,000	75,000	110,000	75,000	75,000

TOWN OF CHARLESTOWN
Five Year Capital Improvement Plan
General Worksheet
FY 2020 - FY 2024

<u>Department</u>	<u>Description</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2024</u>
Parks and Recreation	Little Nini Beach Stairs	17,000					
	Vehicle	27,705					
	Sub-total	44,705	-	-	-	-	-
Community/Senior Ctr	Stove & Dishwasher - Senior Center				15,000		
	Sub-total				15,000		
EMA							
	Sub-total						
Animal Control	Vehicle	46,052					
	Sub-total	46,052					
GIS	Desktop Computer				7,000		
	Trimble GEO XH		10,000				
	Sonarmite BT Upgrade						
	Sub-total		10,000		7,000		
Ambulance							
	Sub-total						
Building Official	Vehicle	34,339				35,000	
	Sub-total	34,339				35,000	
	Grand Total	1,020,679	719,800	195,000	252,000	195,000	445,000

TOWN OF CHARLESTOWN

Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
01.995.8940.000	Transfer In - Impact Fees	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.995.9911.000	Transfer to Asphalt Resurfacing	\$112,436.00	\$186,558.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.995.9913.000	DPW Road Engineering	\$0.00	\$86,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.995.9915.000	Revaluation	\$65,000.00	\$50,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00
01.995.9921.000	Transfer to Affordable Housing - Initiatives	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,736.00	\$5,736.00	\$5,736.00	\$5,736.00
01.995.9930.000	Burdickville Rd Improvement	\$19,156.64	\$160,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.995.9935.000	DPW Burdickville Rd Improvement	\$1,038,787.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.995.9940.000	Town Hall Generator	\$92,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.992.9945.000	Transfer to FEMA - NEMO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.995.9958.000	Transfer to Waste Water Testing	\$0.00	\$20,580.00	\$0.00	\$0.00	\$0.00	\$74,552.00	\$74,552.00	\$74,552.00	\$0.00
01.995.9960.000	CRCC Enterprise Transfer	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$10,000.00	\$10,000.00
01.995.9965.000	Employee Severance Benefit	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$25,000.00	\$25,000.00
01.995.9966.000	Kings Factory Road Culvert	\$45,965.00	\$120,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	\$50,000.00
01.995.9978.000	Transfer to CH*ARTS	\$0.00	\$24.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01.995.9985.000	Transfer to Pond & Beach Preservation	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00
01.995.9990.000	Health Care Rsv Fund (OPEB's)	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$250,000.00	\$250,000.00
01.995.9993.000	Transfer to Legal Reserve	\$21,493.00	\$130,050.00	\$110,225.00	\$110,225.00	\$110,225.00	\$115,210.00	\$115,210.00	\$15,200.00	\$15,200.00
01.995.9997.000	Transfer to Landfill Monitoring	\$15,000.00	\$20,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
01.995.9999.000	Town Capital Maintenance Fund	\$200,000.00	\$50,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00
01.995.9928.000	Transfer to Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,095,000.00	\$0.00
01.995.9934.000	Transfer to EMA Tree Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75,000.00	\$35,000.00	\$35,000.00
01.995.9926.000	Transfer to GIS Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00
01.995.9954.000	General Fund Budgeted Surplus	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$845,000.00
		\$2,484,837.64	\$1,698,662.89	\$1,225,225.00	\$1,225,225.00	\$1,225,225.00	\$1,310,498.00	\$1,310,498.00	\$4,052,488.00	\$1,727,936.00
	Total Expenditures	\$27,024,457.41	\$26,980,082.81	\$28,484,646.00	\$28,484,646.00	\$13,723,083.43	\$27,626,106.00	\$27,805,369.00	\$30,313,520.00	\$28,063,520.00

SUPPLEMENTAL INFORMATION
FY2019 - 2020

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 2019, 2022 and 2025.

Historical Revaluation Contract Costs:

	<u>Contract Cost</u>	+	<u>Internal Materials Costs</u>	=	<u>Total Reval Cost</u>	<u>Parcel Count +-</u>	<u>Cost /Parcel</u>
2016 Statistical Revaluation (NOTE: Assessor's Office assisted with limited data input + Pictometry oblique included)	\$143,682.00		\$1,000.00		\$144,682.00	6,400	\$22.61
2013 Town-wide Revaluation (NOTE: Assessor's Office assisted with limited data input + Pictometry oblique included)	\$275,000.00		\$8,000.00		\$283,000.00	6,400	\$44.22
2010 Statistical Revaluation (NOTE: Assessor's Office assisted with data input)	\$99,200.00		\$500.00		\$99,700.00	6,400	\$15.58
2007 Statistical Revaluation (NOTE: Assessor's Office had added employees from Vision Appraisal to assist with some data input)	\$130,600.00		\$1,000.00		\$131,600.00	6,400	\$20.56
2004 Full Town-wide Revaluation (NOTE: Assessor's Office had added employees to assist with data collection and input)	\$170,000.00		\$10,000.00		\$180,000.00	6,400	\$28.13
2001 Statistical Revaluation (NOTE: Assessor's Office offered no assistance with data collection nor input)	\$230,600.00		\$11,000.00		\$241,600.00	6,300	\$38.35

Full Town-wide Revaluations are being bid at \$45.00 to \$50.00 per parcel, and a Statistical Revaluation at \$16.00 to \$30.00 per parcel, with no internal Assessor's office assistance or use of Pictometry oblique imagery.

The current Rhode Island General Law requires tri-annual revaluations.

Fund Balance as of 07/01/18 was \$209,745.

SUPPLEMENTAL INFORMATION
FY2019 - 2020

995 – TRANSFER OUT (cont.)

995-9921 - AFFORDABLE HOUSING – INITIATIVES - \$5,736

Transfer to close out the fund. Bonding costs were charged to this fund during audit. This transfer would cover the bonding cost.

995-9926 – TRANSFER TO GIS PROJECT - \$2,000

Transfer to close out the Web-based GIS fund and merge with the GIS Project Fund.

995-9928 – TRANSFER TO COMMUNITY/RECREATION/SENIOR CENTER FUND - \$0

Transfer to facilitate the construction of a Community/Recreation/Senior Center.

995-9934 – TRANSFER TO EMA TREE REMOVAL - \$35,000

To set aside funds for the removal of dead trees on Charlestown town property.

995-9954 – General Fund Budgeted Surplus - \$845,000

Funds set aside until after the Town-wide assessment survey is completed. These funds may be used to complete any project that the survey recommends

995-9958 – WASTE-WATER TESTING - \$10,000

Transfer to allow testing of water throughout the Town. Fund balance as of 7/1/18 was \$0, but there expenditures of \$7,832 in FY2019.

995-9960 – CRCC SUBSIDY - \$25,000

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

995-9965 – EMPLOYEE SEVERANCE BENEFIT FUND - \$50,000

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 07/01/18 was \$676,340.

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SUPPLEMENTAL INFORMATION
FY2019 - 2020

995 – TRANSFER OUT (cont.)

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 07/01/18 was \$1,450,000.

995-9990 – HEALTH CARE RESERVE FUND - \$250,000

Funding of other post-employment benefit liability for retiree healthcare estimated as of 6/30/17 at \$8.12 million. Fund balance at 07/01/18 was \$6,710,890.

995-9993 – TRANSFER TO LEGAL RESERVE - \$15,200

Fund balance as of 7/1/18 was \$365,888

995-9997 – LANDFILL MONITORING - \$25,000

Funding of expenditures to monitor the landfill closure. This was a new fund for FY17. Fund balance at 07/01/18 was \$39,854.

995-9999 – TOWN CAPITAL MAINTENANCE FUND - \$150,000

Funds for town-wide capital maintenance, projects and renovations. Fund balance at 07/01/18 was \$179,804.

TOTAL REQUESTED BUDGET - \$1,727,936

TOWN OF CHARLESTOWN

Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
05.000.3520.000	Interest Income	\$378.75	\$448.11	\$225.00	\$225.00	\$226.06	\$400.00	\$400.00	\$90.00	\$90.00
05.000.3530.000	Bag Tag Revenue	\$48,580.00	\$57,215.50	\$55,000.00	\$55,000.00	\$37,010.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00
05.000.3540.000	General CRCC Revenue	\$66,770.88	\$73,841.64	\$70,000.00	\$70,000.00	\$51,036.34	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00
05.000.3543.000	Recyclable Revenue	\$7,633.10	\$10,795.30	\$4,000.00	\$4,000.00	\$2,563.70	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00
05.000.3550.000	Unclassified Revenue	\$75.00	\$70.10	\$150.00	\$150.00	\$50.00	\$100.00	\$100.00	\$100.00	\$100.00
05.000.3560.000	General Fund Subsidy	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
05.000.3565.000	CRCC Stickers	\$33,840.00	\$35,672.50	\$34,000.00	\$34,000.00	\$7,880.00	\$36,000.00	\$36,000.00	\$36,000.00	\$36,000.00
05.000.3575.000	Retained Earnings Transfer	\$0.00	\$0.00	\$15,952.00	\$15,952.00	\$0.00	\$2,690.00	\$2,690.00	\$0.00	\$0.00
		\$182,277.73	\$203,043.15	\$204,327.00	\$204,327.00	\$123,766.10	\$212,190.00	\$212,190.00	\$209,190.00	\$209,190.00

Account	Description	FY17 Audited	FY18 Audited	FY19 Adopted	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Budget Comm
05.000.4985.000	Bank Charges	\$0.00	\$100.00	\$0.00	\$0.00	\$16.00	\$0.00	\$0.00	\$0.00	\$0.00
05.000.5010.000	CRCC Wages	\$57,526.04	\$65,274.14	\$59,425.00	\$59,425.00	\$36,677.24	\$64,482.00	\$64,482.00	\$64,482.00	\$64,482.00
05.000.5010.001	CRCC Non-Pension Wages	\$1,491.15	\$322.45	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
05.000.5010.004	CRCC Longevity Wages	\$2,616.00	\$2,615.08	\$2,615.00	\$2,615.00	\$1,353.30	\$3,713.00	\$3,713.00	\$3,713.00	\$3,713.00
05.000.5015.000	CRCC Seasonal Wages	\$7,227.72	\$10,387.00	\$11,520.00	\$11,520.00	\$5,609.43	\$11,520.00	\$11,520.00	\$11,520.00	\$11,520.00
05.000.5025.000	CRCC Overtime Wages	\$623.20	\$2,046.98	\$2,500.00	\$2,500.00	\$1,892.36	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
05.000.6015.000	Advertising	\$529.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
05.000.6020.000	Operating Supplies	\$1,302.29	\$1,598.61	\$3,800.00	\$3,800.00	\$1,592.02	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
05.000.6040.000	Maintenance & Repairs	\$11,494.07	\$4,181.43	\$8,000.00	\$8,000.00	\$1,530.00	\$8,250.00	\$8,250.00	\$8,250.00	\$8,250.00
05.000.6045.000	Uniforms, Boots, Safety Items	\$717.08	\$581.88	\$1,000.00	\$1,000.00	\$297.19	\$1,050.00	\$1,050.00	\$1,050.00	\$1,050.00
05.000.6045.001	Boot Allowance Steadman, J	\$186.71	\$200.00	\$200.00	\$200.00	\$154.99	\$200.00	\$200.00	\$200.00	\$200.00
05.000.6045.002	Boot Allowance Martin, C	\$186.23	\$139.97	\$200.00	\$200.00	\$106.34	\$200.00	\$200.00	\$200.00	\$200.00
05.000.6046.000	Utilities	\$11,060.63	\$14,187.36	\$14,500.00	\$14,500.00	\$5,473.56	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
05.000.6050.000	CRCC Licensing	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$4,000.00	\$4,000.00	\$1,000.00	\$1,000.00
05.000.6055.000	Waste Management	\$36,169.91	\$41,708.09	\$42,000.00	\$42,000.00	\$23,637.16	\$42,000.00	\$42,000.00	\$42,000.00	\$42,000.00
05.000.6060.000	Waste Management Recycle	\$21,644.67	\$21,910.62	\$22,000.00	\$22,000.00	\$12,832.00	\$22,000.00	\$22,000.00	\$22,000.00	\$22,000.00
05.000.6075.000	Tools & Equipment	\$990.82	\$176.38	\$875.00	\$875.00	\$72.75	\$925.00	\$925.00	\$925.00	\$925.00
05.000.9205.000	FICA Tax	\$5,117.72	\$5,505.22	\$5,200.00	\$5,200.00	\$3,461.21	\$5,600.00	\$5,600.00	\$5,600.00	\$5,600.00
05.000.9210.000	Health Insurance	\$11,644.35	\$12,469.52	\$14,000.00	\$14,000.00	\$6,134.36	\$16,000.00	\$16,000.00	\$14,000.00	\$14,000.00
05.000.9215.000	Dental Insurance	\$815.04	\$864.12	\$1,500.00	\$1,500.00	\$438.54	\$900.00	\$900.00	\$900.00	\$900.00
05.000.9220.000	Life Insurance	\$347.88	\$347.88	\$350.00	\$350.00	\$173.94	\$350.00	\$350.00	\$350.00	\$350.00
05.000.9225.000	Employer Pension Contr -	\$5,373.48	\$4,851.04	\$8,000.00	\$8,000.00	\$3,069.24	\$5,000.00	\$5,000.00	\$7,000.00	\$7,000.00
05.000.9625.000	Contingency for Wage Increase	\$0.00	\$0.00	\$1,292.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
05.000.9952.000	Roll Off Container 5YR LP	\$0.00	\$0.00	\$1,930.00	\$1,930.00	\$0.00	\$1,930.00	\$1,930.00	\$1,930.00	\$1,930.00
05.000.9996.000	Workers Comp Insurance	\$1,733.82	\$2,128.30	\$2,000.00	\$2,000.00	\$0.00	\$2,150.00	\$2,150.00	\$2,150.00	\$2,150.00
05.000.9999.000	Depreciation	\$414.58	\$414.58	\$420.00	\$420.00	\$0.00	\$420.00	\$420.00	\$420.00	\$420.00
		\$180,212.39	\$193,010.65	\$204,327.00	\$203,035.00	\$104,521.63	\$212,190.00	\$212,190.00	\$209,190.00	\$209,190.00
	NET	\$2,065.34	\$10,032.50	\$0.00	\$1,292.00	\$19,244.47	\$0.00	\$0.00	\$0.00	\$0.00

CHARLESTOWN RESIDENTIAL COLLECTION CENTER (CRCC)
SUPPLEMENTAL INFORMATION
FY2019-2020

REVENUES:

3520 – INTEREST INCOME \$90

Interest income earned on average daily checking and investment account balances.

3530 – BAG TAG REVENUE \$65,000

Revenue derived from the sale of bags tags estimated at 30,000 bag tags at \$3.00 each.

3540 – GENERAL CRCC REVENUE \$75,000

Income realized from the disposal of white goods and demolition materials at the CRCC.

3543 – CRCC RECYCLABLE REVENUE \$8,000

Income realized from recyclable material deposited at the CRCC.

3553 – UNCLASSIFIED REVENUE - \$100

Miscellaneous revenues.

3560 – GENERAL FUND SUBSIDY \$25,000

Subsidy from the General Fund used to offset the costs of recycling and general operations. Any net income earned in this enterprise fund is specifically targeted to reduce the existing debt originated from net losses incurred in prior years.

3565 – CRCC PERMITS \$36,000

Revenue derived from the sale of annual CRCC entry stickers estimated at 1,800 stickers at \$20.00 each.

REQUESTED REVENUE \$209,190

CHARLESTOWN RESIDENTIAL COLLECTION CENTER (CRCC)
SUPPLEMENTAL INFORMATION
FY2019-2020

EXPENDITURES:

5005 – WAGES \$68,195

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.

	2019-2020			
	Wage	Longevity Amount	Longevity Years	Total
Landfill Foreman (50% B&G, 50% CRCC)	28,014	2,801	40	\$ 30,815
Landfill Operator (20% B&G, 80% CRCC)	36,468	912	5	37,380
	64,482	3,713		\$ 68,195

5015 – SEASONAL WAGES \$11,520

Seasonal full-time employee (32 hours) at \$15.00/hour for 24 weeks (\$10,752); or two (2) half-time seasonal employees funded at \$13.00/hour.

5025 – OVERTIME WAGES \$2,500

Level funded with the prior year.

CHARLESTOWN RESIDENTIAL COLLECTION CENTER (CRCC)
SUPPLEMENTAL INFORMATION
FY2019-2020

EXPENDITURES (cont'd)

6020 – OPERATING SUPPLIES \$4,000

Fuel, lubricating oil, grease, etc.

6040 – MAINTENANCE & REPAIRS \$8,250

Funds to repair and maintain compactors, general repairs, miscellaneous tools and annual scale calibration.

6045 – UNIFORMS, BOOTS & SAFETY ITEMS \$1,450

Uniforms, boots and other supplies for employees per their labor contract.

6046 – UTILITIES \$15,000

Telephone, heat and lights for the CRCC.

6050 – CRCC LICENSING – \$1,000

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 2021). This account also provides funds for annual Compost Sampling at CRCC as required by RIDEM.

6055 – WASTE MANAGEMENT \$42,000

Cost to haul and dispose of municipal waste at the RIRRC landfill in Johnston, RI. The 2018 contracted haul cost is \$180/haul, plus \$32/ton disposal fee and the 2019 contracted haul cost is \$180/haul, plus \$32/ton disposal fee.

6060 – WASTE MANAGEMENT RECYCLING \$22,000

Cost to haul recyclables to Johnston, RI estimated at 100 hauls at \$180 per haul for FY 2019 and FY 2020. Disposal of recyclables is presently available at no cost per RIRRC contract.

CHARLESTOWN RESIDENTIAL COLLECTION CENTER (CRCC)
SUPPLEMENTAL INFORMATION
FY2019-2020

EXPENDITURES (cont'd)

6075 – TOOLS & EQUIPMENT \$925

Small miscellaneous tools needed for CRCC operations.

9205 – FICA TAX \$5,600

7.65% of proposed payroll.

9210 – HEALTH INSURANCE \$14,000

50% of premiums for Foreman and 80% of premiums for Operator.

9215 – DENTAL INSURANCE \$900

50% of premiums for Foreman and 80% of premiums for Operator.

9220 – LIFE INSURANCE \$350

50% of premium for Foreman and 80% of premium for Operator.

9225 – EMPLOYEE RETIREMENT \$7,000

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.

CHARLESTOWN RESIDENTIAL COLLECTION CENTER (CRCC)
SUPPLEMENTAL INFORMATION
FY2019-2020

EXPENDITURES (cont'd)

9996 – WORKERS COMPENSATION INSURANCE \$2,150

Calculated at 4.33% of total straight-time wages plus 2/3 of overtime wages.

9997 – DEPRECIATION \$420

Based fixed asset database projection for depreciation

REQUESTED EXPENDITURES \$209,190

TOWN OF CHARLESTOWN

Fiscal Year 2019 - 2020

Account	Description	FY17 Audited	FY18 Audited	FY19 ADOPTED	FY19 Adjusted	FY19 Actual as of 12/31/18	FY20 Dept Req	FY20 Town Admin	FY20 Budget Comm	FY20 Town Council
06.000.3525.000	Mooring Waiting List Application Fee	\$165.00	\$275.00	\$0.00	\$0.00	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00
06.000.3535.000	Mooring Revenue	\$54,910.00	\$58,015.00	\$58,665.00	\$58,665.00	\$810.00	\$58,665.00	\$58,665.00	\$58,665.00	\$58,665.00
06.000.3536.000	Interest Income	\$193.41	\$231.49	\$200.00	\$200.00	\$116.79	\$200.00	\$225.00	\$225.00	\$225.00
06.000.3537.000	Temporary Mooring Use Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$175.00	\$0.00	\$0.00	\$0.00	\$0.00
06.000.3550.000	Miscellaneous Revenue	\$950.00	\$1,850.00	\$5,716.00	\$5,716.00	\$275.00	\$0.00	\$325.00	\$325.00	\$325.00
06.000.3555.000	Retained Earnings Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,794.00	\$5,794.00	\$5,794.00	\$5,794.00
		\$56,218.41	\$60,371.49	\$64,581.00	\$64,581.00	\$1,426.79	\$64,659.00	\$65,009.00	\$65,009.00	\$65,009.00
06.000.5015.000	Harbor Master Wages	\$28,023.98	\$25,933.45	\$35,464.00	\$28,069.00	\$12,680.52	\$33,248.00	\$33,248.00	\$33,248.00	\$33,248.00
06.000.5025.000	Harbor Master Overtime Wages	\$965.46	\$707.55	\$1,313.00	\$1,313.00	\$913.49	\$1,988.00	\$1,988.00	\$1,988.00	\$1,988.00
06.000.6015.000	Dues & Subscriptions	\$93.65	\$25.00	\$100.00	\$100.00	\$0.00	\$100.00	\$100.00	\$100.00	\$100.00
06.000.6020.000	Operating Supplies	\$3,458.92	\$4,139.11	\$3,156.00	\$10,066.00	\$8,009.38	\$3,518.00	\$3,518.00	\$3,518.00	\$3,518.00
06.000.6030.000	Mooring Software fee	\$2,369.00	\$2,411.00	\$2,574.00	\$2,574.00	\$240.00	\$2,574.00	\$2,574.00	\$2,574.00	\$2,574.00
06.000.6035.000	Fuel & Oil	\$2,763.92	\$2,644.64	\$2,740.00	\$2,740.00	\$1,336.77	\$2,895.00	\$2,895.00	\$2,895.00	\$2,895.00
06.000.6040.000	Maintenance & Repairs	\$3,640.16	\$4,029.22	\$3,200.00	\$3,200.00	\$1,350.68	\$3,200.00	\$3,200.00	\$3,200.00	\$3,200.00
06.000.6050.000	Professional Development	\$197.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	\$100.00
06.000.6075.000	Tools & Equipment	\$4,370.75	\$1,499.89	\$1,000.00	\$1,000.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
06.000.6091.000	Public Education and Outreach	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
06.000.6120.000	Vehicle Maintenance/Repairs	\$1,437.50	\$4,159.85	\$2,000.00	\$2,000.00	\$48.55	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
06.000.6130.000	Navigational Aids	\$1,835.50	\$1,492.98	\$2,000.00	\$2,000.00	\$1,384.88	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
06.000.6140.000	Harbor Management Plan Review	\$174.25	\$180.25	\$500.00	\$500.00	\$76.93	\$0.00	\$250.00	\$250.00	\$250.00
06.000.6160.000	Mooring Installation & Removal	\$0.00	\$67.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
06.000.6170.000	Maintenance of Town Dock	\$0.00	\$225.00	\$0.00	\$485.00	\$484.62	\$500.00	\$500.00	\$500.00	\$500.00
06.000.9205.000	FICA Tax	\$2,305.10	\$2,132.11	\$2,813.00	\$2,813.00	\$1,042.73	\$2,696.00	\$2,696.00	\$2,696.00	\$2,696.00
06.000.9625.000		\$0.00	\$0.00	\$781.00	\$781.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
06.000.9996.000	Worker's Compensation Ins	\$1,486.59	\$1,424.23	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
06.000.9999.000	Depreciation Expense	\$5,440.00	\$5,439.00	\$5,440.00	\$5,440.00	\$0.00	\$5,440.00	\$5,440.00	\$5,440.00	\$5,440.00
		\$58,562.10	\$56,510.78	\$64,581.00	\$64,581.00	\$27,568.55	\$64,659.00	\$65,009.00	\$65,009.00	\$65,009.00
		(\$2,343.69)	\$3,860.71	\$0.00	\$0.00	(\$26,141.76)	\$0.00	\$0.00	\$0.00	\$0.00

HARBORMASTER / COASTAL PONDS
SUPPLEMENTAL INFORMATION
FY 2019-2020

REVENUES:

3535 - MOORNG PERMIT REVENUE - \$58,665

Recreational Moorings Permits

Number of Permits	295
Fee	\$135
Total	\$39,825

Waterfront Recreational Moorings Permits

Number of Permits	128
Fee	\$135
Total	\$17,280

Commercial Mooring Permits

Number of Permits	6
Fee	\$260
Total	\$1,560

Total Permits 429

Total Projected Mooring Permit Fee Revenue \$58,665

**HARBORMASTER / COASTAL PONDS
SUPPLEMENTAL INFORMATION
FY 2019-2020**

REVENUES (CONT.):

3536 - INTEREST INCOME - \$225

Interest income earned on average daily checking and investment account balances.

3550 - MISCELLANEOUS INCOME - \$325

Miscellaneous revenues such as late fees and returned check fees.

3555 - RETAINED EARNINGS TRANSFER - \$5,794

Transfer from Coastal Ponds Enterprise Fund to offset operating expenditures of the Harbor Department

TOAL REQUESTED REVENUE AND TRANSFERS - \$65,009

HARBORMASTER / COASTAL PONDS
SUPPLEMENTAL INFORMATION
FY 2019-2020

EXPENDITURES:

5015 – HARBORMASTER WAGES - \$33,248

Wage rates for Harbormaster and two (2) Assistant Harbormasters. The Harbormaster and 1st Assistant Harbormaster are year round, part-time positions. The 2nd Assistant Harbormaster is a seasonal, part-time position from Memorial Day through the Labor Day week. Hourly rate for the Harbormaster reflects a 3% increase for FY 2019-2020. The hourly rate for the 1st Assistant Harbormaster position reflects a rate increase of 5.3% for the addition of new collateral duties implemented for FY 2018-2019. The hourly rate for the 2nd Harbormaster is unchanged.

Harbor Master

July 1 2018 - June 30th 2019

Rate	\$22.07
Hours	900
Wages	\$19,863

1st Asst. Harbor Master

July 1 2019 - June 30th 2020

Rate	\$17.00
Hours	550
Wages	\$9,350

2nd Asst. Harbor Master

May 26th 2019 - September 7th 2020

Rate	\$16.14
Hours	250
Wages	\$4,035

Total Wages

\$33,248

HARBORMASTER / COASTAL PONDS
SUPPLEMENTAL INFORMATION
FY 2019-2020

EXPENDITURES (Cont):

5025 – HARBORMASTER OVERTIME WAGES - \$1,988

Overtime and Holiday Wages for Harbor personnel at one and one-half (1 ½) times base hourly rate at a maximum of eight (8) hours for Memorial Day, Independence Day, and Labor Day.

	<u>Harbor Master</u>	<u>Asst. Harbor Master</u>	<u>2nd Asst. Harbor Master</u>
Memorial Day	\$265	\$204	\$194
Independence Day	\$265	\$204	\$194
Labor Day	\$265	\$204	\$194
Total Overtime/Holiday	\$1,988		

6015 – DUES AND SUBSCRIPTIONS - \$100

State Harbormaster Association membership dues.

Harbor Master Association Membership	\$65
Other Subscriptions and Memberships	\$35
Total Dues and Subscriptions	\$100

HARBORMASTER / COASTAL PONDS
SUPPLEMENTAL INFORMATION
FY 2019-2020

EXPENDITURES (Cont):

6020 – OPERATING SUPPLIES - \$3,518

Harbor department normal operating expenses to include office supplies, postage, wireless cellular/data plans, and mooring permit supplies.

Envelopes	\$150	Mooring Permit Stickers	\$100
Postage	\$250	Office Supplies	\$200
Printing Supplies	\$400		
Verizon			
	April-October	November-March	
Phone Service	\$903	\$215	\$1,118
Data Service	\$1,050	\$250	\$1,300
		Verizon Total	\$2,418

Total Operating Supplies \$3,518

6030 – MOORING SOFTWARE FEE - \$2,574

Online Mooring Service processing fee of six (6) dollars per processed new and renewal mooring permit applications on all mooring permit types. This total is based off a projected total of four-hundred and twenty-nine (429) mooring permits.

Recreational Mooring Permits	295
Waterfront Recreational Mooring Permits	128
Commercial Mooring Permits	6

Total Permits	429
Online Mooring Processing Fee (Per Issued Permit)	\$6.00

Total Online Mooring Fees \$2,574

HARBORMASTER / COASTAL PONDS
SUPPLEMENTAL INFORMATION
FY 2019-2020

EXPENDITURES (Cont):

6035 – FUEL AND OIL - \$2,895

Fuel and two-stroke oil needed for patrol vessels, and fuel for Harbor Department vehicle from police department fleet fuel pump.

	<u>Gallons</u>	<u>Price Per Gallon (Projected)</u>		<u>Cost</u>
Boats	500	\$3.65		\$1,825.00
Vehicle	400	\$2.30		\$920.00
			Total	\$2,745.00
2-Stroke Oil (Gals)		5		
Price Per Gallon (Projected)		\$30	Total	\$150
Total Fuel/Oil		\$2,895		

6040 – MAINTENANCE AND REPAIRS - \$3,200

Seasonal maintenance and repairs to Harbor department patrol vessels. Includes spring commissioning for season, winterizing for storage in off season, and required maintenance and repairs to maintain in-service status.

6050 – PROFESSIONAL DEVELOPMENT - \$100

HARBORMASTER / COASTAL PONDS
SUPPLEMENTAL INFORMATION
FY 2019-2020

EXPENDITURES (Cont):

6075 – TOOLS AND EQUIPMENT - \$2,000

Tools for completing harbor related mooring duties, navigation safety markings, and vessel maintenance and repairs. Also included the addition, replacement, or sustainment of patrol vessel safety equipment and electronic navigation equipment as required.

6091 – PUBLIC EDUCATION AND OUTREACH - \$1,000

Public boating safety education and outreach via social media, publications, and seminars.

6120 – VEHICLE MAINTENANCE AND REPAIRS - \$2,000

Maintenance and repairs to Harbor Department pickup as required.

6130 – NAVIGATIONAL AIDS - \$2,000

Addition, replacement, and sustainment of navigational buoys and hardware for marking of the Charlestown and Quonochontaug breachways channels identifying the recommended navigational routes in and out of the ponds when entering and exiting the through the breachways. Navigational and regulatory buoys within Ninigret and Quonochontaug Ponds marking potential hazards to navigation and speed controlled no-wake zones. Hardware includes an anchor, chain, and shackles for securing buoys in a fixed location.

6140 – HARBOR MANAGEMENT PLAN REVIEW - \$250

Funding available to review and update the plan.

6170 – TOWN DOCK MAINTENANCE - \$500

