

BOROUGH OF STONINGTON

P O Box 328

Stonington CT 06378



APPROVED BUDGET

FOR FISCAL YEAR 2013-2014

AT

Annual Borough and Budget Meeting

April 27, 2013

9:00 A.M. at Borough Hall

Agenda:

1. Approve minutes of last year's meeting.
2. Warden's Report.
3. Act on a budget for the fiscal year ending June 30, 2014.
4. Consider a Highway Department Capital Improvement Program.
5. Select trustees for the Waldron Fund.
6. Other Business.

**ITEM 1.** Approve minutes of last year’s meeting. Copies of the minutes are available in advance from the Clerk-Treasurer. Please call the office at 535-1298.

**ITEM 2.** Warden’s Report/Budget Presentation

**ITEM 3.** Act on the Board’s proposed budget for the fiscal year ending June 30, 2014. A public hearing was held on April 8, 2013.

**ITEM 4.** Consider a Highway Department Capital Improvement Program.

In order to receive funding under the state’s Local Capital Improvement Program, the Borough must apply for assistance on a project that is part of a current approved five year (or longer) capital improvement program. Each project is reviewed by the Board prior to initiation.

Following is a summary of the Street Commissioner’s five year proposal for infrastructure, major roadway, curbing, and sidewalk improvements.

Highway Department  
Capital Improvement Program

13/14	Temple, Broad (east side) & Wall Streets	\$165,000
14/15	Gold, Cross & Orchard Streets	\$150,000
15/16	Front & Diving Streets	\$150,000
16/17	Pearl, Denison & Cliff (north end) Streets	\$150,000
17/18	Church (east of Main) Street	\$150,000

**ITEM 5. Select trustees for the Waldron Fund.**

In 1837, the Borough received a bequest from Jonathan C. Waldron, the interest to be used between the months of October and April to furnish poor families of the Borough with fuel, food, and raiment. Over the years, the fund has received other contributions and has built to about \$147,000. Last year \$4,300.00 was distributed in assistance. There are three trustees of the Fund, and they are chosen by the Borough voters at the Annual Meeting. Current trustees are Lisa Tepper Bates, Kathryn Burchenal, and Elizabeth Tobin Brown.

**ITEM 6.**

**INCOME**

	<u>ACTUAL</u> <u>2011/2012</u>	<u>BUDGET</u> <u>2012/2013</u>	<u>PROPOSED</u> <u>2013/2014</u>
<b>GRANTS &amp; REIMBURSEMENTS</b>			
1 Town of Stonington	167,581	153,473	221,747
2 State of Connecticut	25,203	10,976	8,840
LoCIP	0	1,627	1,625
	<u>192,784</u>	<u>166,076</u>	<u>232,212</u>
<b>FIRE PROTECTION FEES</b>			
21 Stonington Fire District	57,544	58,132	58,132
22 Wamphassuc	25,362	25,396	25,396
23 Lord's Point	23,631	23,600	23,600
	<u>106,537</u>	<u>107,128</u>	<u>107,128</u>
<b>OTHER INCOME</b>			
61 Permits and Fees	2,195	2,000	2000
62 Interest on Investments	1,414	1,000	1,000
65 Telephone Property Tax	1,075	1,122	1,122
69 Miscellaneous	6,383	500	1,000
	<u>11,067</u>	<u>4,622</u>	<u>5,122</u>
<b>PROPERTY TAXES</b>			
81 Property Taxes	<u>699,970</u>	<u>684,756</u>	<u>681,984</u>
	699,970	684,756	681,984
91 Accumulated Revenue Fund Balance	<u>47,500</u>	<u>0</u>	<u>0</u>
	<u>1,057,858</u>	<u>962,582</u>	<u>1,026,446</u>

ASSESSMENT:	275,549,252
MILL RATE	0.0025
GRAND LEVY	688,873
RATE OF COLLECTIONS	99.00%
COLLECTIONS	681,984

**ORDINARY EXPENDITURES**

<b>GENERAL GOVERNMENT</b>	<b>ACTUAL 2011/2012</b>	<b>BUDGET 2012/2013</b>	<b>PROPOSED 2013/2014</b>
<b>ADMINISTRATIVE</b>			
101 Audit & Accountant	19,854	20,000	20,000
103 Election	0	5,000	0
104 Insurance			
Surety Bonds	656	700	700
LAP-Liability, Auto & Property	20,467	20,500	20,500
Worker's Compensation	15,862	17,000	17,500
105 Professional Services	36,393	20,000	25,000
106 Special Mailings	0	500	500
107 Community Affairs	650	600	600
108 Health Insurance	40,048	36,000	33,000
109 Health Insurance Deductible	1,564	6,000	4,500
<b>OFFICE</b>			
121 Legal Notices	778	800	800
122 Equipment R&M/Upgrading	1,248	1,000	1,000
123 Postage	567	600	600
124 Supplies	673	1,200	1,200
125 Telecommunications	1,804	2,500	2,500
129 Miscellaneous	317	500	500
130 Administrative Assistant	33,420	33,420	33,420
<b>TAX COLLECTOR</b>			
141 Legal Notices	861	800	900
142 Liens	120	100	120
143 Postage	388	500	500
144 Collection Expenses	4,598	6,000	6,000
<b>SALARIES</b>			
161 Assessor	600	600	600
162 Burgesses	1,800	1,800	3,600
163 Clerk-Treasurer	2,500	2,500	2,500
164 Tax Collector	0	600	600
165 Warden	8,000	8,000	10,000
Employee Bonus	0	4,250	5,000
168 Payroll Taxes (FY 12/13-FOR ALL DEPTs)	3,519	20,049	20,474
<b>CONTRIBUTIONS</b>			
191 Stonington Free Library	16,500	16,500	22,000
192 Stonington Ambulance	1,500	1,500	1,500
193 SeCTer	315	315	315
194 SE CT Council of Governments	516	516	511
195 CT Conference of Municipalities	900	900	900
	<u>216,418</u>	<u>231,250</u>	<u>237,840</u>

**BOARDS AND COMMISSIONS****PLANNING & ZONING**

201 Legal Notices	2,160	1,500	2,200
202 Printing	489	750	750
203 Books & Training	100	500	400
204 Secretary/Typist	0	0	0
205 Professional Services-Legal	2,559	5,000	4,000
206 Professional Services-Planner/Engineer	3,890	1,500	1,000

**SHARED PZC & ZBA**

221 Postage	39	500	500
222 State Conservation Fund	1,044	1,200	1,200
257 Zoning Officer Salary	24,000	24,000	24,000
258 Payroll Taxes	1,838	0	0
259 Miscellaneous/Office	541	500	500

**ZONING BOARD OF APPEALS**

241 Legal Notices	0	400	400
242 Books & Training	0	200	100
243 Professional Services-Legal	0	1,000	1,000
	<u>36,660</u>	<u>37,050</u>	<u>36,050</u>

**FIRE DEPARTMENT****GENERAL EXPENSES**

301 Fuel	2,237	2,200	2,500
302 Maintenance of Alarms	1,159	1,500	1,500
303 Maintenance of Radios	654	1,500	1,500
304 Maintenance of Trucks & Equipment	22,084	18,000	20,000
305 Tools & Equipment	24,121	24,000	26,000
306 Telecommunications	5,630	6,000	5,000
309 Miscellaneous	1,001	500	500

**FIREHOUSE – 100 MAIN STREET**

311 Electricity	8,915	10,500	8,500
312 Propane	15,762	18,000	17,000
314 Water & Sewer	2,340	2,000	2,000
315 Supplies	1,529	1,000	1,200
317 Repairs & Maintenance	16,544	10,000	12,000

**INSURANCE**

321 Accidental Death Insurance	2,523	2,600	2,600
324 LAP-Liability, Auto & Property	18,852	20,000	20,000

**PERSONNEL EXPENSES**

341 Fire Companies & Department	9,600	9,600	9,600
342 Medical	0	1,000	1,000
343 Length of Service Awards Program	16,104	17,000	17,000
344 Training	5,246	4,000	4,000
345 Uniforms	2,258	2,500	2,000

**SALARIES**

361 Chief	23,483	23,483	23,483
362 Deputy	7,828	7,828	7,828
363 Assistant Chief	4,473	4,473	4,473
364 Fire Marshal	6,200	6,200	6,200
566 Janitorial-Firehouse	5,200	5,200	5,200
368 Payroll Taxes	3,610	0	0
	<u>207,353</u>	<u>199,084</u>	<u>201,084</u>

401 Rental of Hydrants & Pipes	40,216	41,000	41,000
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**PUBLIC BUILDINGS (FIREHOUSE INCLUDED IN FIRE DEPARTMENT)**

**BOROUGH HALL/HIGHWAY GARAGE – 26 CHURCH STREET**

501 Electricity	1,336	2,000	1,500
502 Heating Oil	5,319	9,000	7,000
503 Insurance	400	400	400
504 Water & Sewer	326	300	300
505 Supplies	69	500	500
509 Repairs & Maintenance	836	5,000	8,000

**WAGES & SALARY**

565 Janitorial-Borough Hall	4,000	4,000	4,000
568 Payroll Taxes	306	0	0
	<u>12,592</u>	<u>21,200</u>	<u>21,700</u>

**STREET DEPARTMENT**

**GENERAL**

601 Gas & Oil	3,307	3,000	3,500
602 Equipment R&M/Upgrading	6,785	8,000	6,000
604 Street Repairs	3,636	10,000	5,000
605 Supplies	5,445	5,000	5,000
609 Telephone & Miscellaneous	1,590	1,700	1,700
610 Snow Removal	1,471	8,000	10,000

**WAGES & SALARY**

656 Labor – Regular	116,325	114,733	114,732
657 Labor – Overtime	7,049	17,000	17,000
666 Deferred Compensation	1,690	2,000	2,000
667 Street Commissioner	4,000	4,000	5,000
668 Payroll Taxes	9,874	0	0
	<u>161,172</u>	<u>173,433</u>	<u>169,932</u>

**INSURANCE** - Now listed under Administrative, budget lines 108 & 109, page 4

**PARKS, TREES, & RIGHTS OF WAY****GENERAL EXPENSES**

801 Grounds Maintenance	1,702	3,000	3,000
802 Tree Maintenance	6,526	7,000	10,000
805 Signs, Surveys, & Rights of Way	0	500	500
	<u>8,228</u>	<u>10,500</u>	<u>13,500</u>

Note- Salaries now in #656 rather than #801

**SANITATION****GENERAL EXPENSES**

909 Miscellaneous	3,038	2,000	2,500
	<u>3,038</u>	<u>2,000</u>	<u>2,500</u>

<b>TOTAL ORDINARY EXPENDITURES</b>	685,677	715,517	723,606
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**CONTINGENCY EXPENSE**

1301 Contingency Expense	21,148	20,000	25,000
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**SPECIAL REVENUE & TRUST FUNDS**

1501 Deposits to Funds (see page 9 for details)	230,096	190,017	242,157
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**DEBT SERVICE**

1601 Loan Payments	38,428	37,048	35,683
	<u>38,428</u>	<u>37,048</u>	<u>35,683</u>

<b>TOTAL BUDGET</b>	975,349	962,582	1,026,446
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**SPECIAL REVENUE & TRUST FUNDS (DETAILS OF LINE 1501)**

*(This page shows only funds for which money is requested. For information on all funds, see page 10)*

	<b>REQUESTED DEPOSIT</b>	<b>NOTES &amp; COMMENTS</b>
<b>INFRASTRUCTURE RESERVE FUND</b> <i>(Formerly Street Reserve Fund)</i>	<b>165,000</b>	
<b>SPECIAL REVENUE FUNDS</b>		
<b>SIDEWALK FUND</b>	<b>7,157</b>	
<b>TRUCK FUND</b>	<b>50,000</b>	<b>(Highway &amp; Fire Departments)</b>
<b>BUILDING FUND</b>	<b>20,000</b>	
<b>TOTAL DEPOSIT</b>	<b>242,157</b>	

**BOROUGH ACCOUNT BALANCES**

As of  
April 17, 2013

<b>General Fund Balance:</b>	<b>\$304,038.94</b>
Dime Bank Checking (Includes Performance Bond Funds)	\$560,857.52*
Due to Other Funds	\$263,268.58**
*Stonington Commons Performance Bond Funds Held in Dime Ckg	\$ 95,568.35
 <b>Capital &amp; Nonrecurring Fund Balance:</b>	 <b>\$157,187.44*</b>
Due from General Fund	\$157,187.44
 <b>Clock Fund Balance:</b>	 <b>\$ 835.21</b>
Due from General Fund	\$ 835.21
 <b>General Liability Fund Balance:</b>	 <b>\$ 16,384.66</b>
Dime Bank CD	\$ 16,384.66
 <b>Infrastructure Reserve Fund Balance:</b>	 <b>\$ 0.00</b>
Due from General Fund	\$ 0.00
 <b>Right of Way Fund</b>	 <b>\$ 387.34</b>
Due from General Fund	\$ 387.34
 <b>Robnson Burlal Ground Fund</b>	 <b>\$ 1,315.35</b>
Due from General Fund	\$ 1,315.35
 <b>Sidewalk Fund</b>	 <b>\$ 7,710.00</b>
Due from General Fund	\$ 7,710.00
 <b>Wadawanuck Square Fund</b>	 <b>\$ 372.00</b>
Due from General Fund	\$ 372.00
 <b>Waldron Fund Balance: (Restricted Funds)</b>	 <b>\$138,472.19</b>
Dime Bank Checking Account	\$ 4,457.98
Dime Bank CD #1	\$ 32,749.46
Dime Bank CD #2	\$ 34,067.05
Dime Bank CD #3	\$ 33,060.87
Dime Bank CD #4	\$ 34,136.83
 <b>Wayland's Wharf Fund Balance:</b>	 <b>\$ 3,233.18</b>
Dime Bank Savings Account	\$ 5,713.18
Due to General Fund	\$ 2,480.00
 <b>William Williams Fund Balance: (Restricted Funds)</b>	 <b>\$ 86,783.12</b>
Chelsea Groton CD	\$ 90,753.12
Due to General Fund	\$ 3,970.00

**\*Capital & Nonrecurring Accounts**

Building Fund	\$ 8,882.14
Truck Fund	\$126,327.00
Undesignated	\$ 21,978.30

**\*\*Due to Other Funds**

Capital & Nonrecurring Fund	\$157,187.44
Infrastructure Reserve Fund	\$ 0.00
Performance Bond	\$ 95,568.35
Right of Way Fund	\$ 387.34
Wadawanuck Square Fund	\$ 372.00
Robnson Burial Ground	\$ 1,315.35
Sidewalk Fund	\$ 7,710.00

Clock Fund	\$ 835.21
P&Z Fee Fund	\$ <u>-107.11</u>
	\$263,268.58