

BOROUGH OF STONINGTON  
P O Box 328  
Stonington CT 06378



APPROVED BUDGET

FOR FISCAL YEAR 2011-2012

Annual Borough and Budget Meeting

April 16, 2011

9:00 A.M. at the new Firehouse

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, 2012.
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, 2012. A public hearing was held on March 21, 2011.

**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

11/12	Hyde & Omega Streets, Seawalls, & needed sidewalks & curbs	\$150,000
12/13	Cliff & Omega Streets, Seawalls & needed sidewalks & curbs	\$150,000
13/14	Grand & Temple Streets, Seawalls & needed sidewalks & curbs	\$150,000
14/15	Denison Avenue, Wall Street, Seawalls & needed sidewalks & curbs	\$200,000
15/16	Northwest & Front Streets, Seawalls & needed sidewalks & curbs	\$200,000

**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 \$151,000. Last year \$3,538.00 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 Mary Maranell.

**ITEM 6.**

**INCOME**

		<b>ACTUAL 2009/2010</b>	<b>BUDGET 2010/2011</b>	<b>PROPOSED 2011/2012</b>
<b>GRANTS &amp; REIMBURSEMENTS</b>				
1	Town of Stonington	159,516	161,003	167,581
2	State of Connecticut	10,326	10,976	10,976
	LoCIP	<u>0</u>	<u>1,714</u>	<u>1,714</u>
		169,842	173,693	180,271
<b>FIRE PROTECTION FEES</b>				
21	Stonington Fire District	57,125	57,430	57,544
22	Wamphassuc	25,336	25,325	25,362
23	Lord's Point	<u>23,563</u>	<u>23,592</u>	<u>23,631</u>
		106,024	106,347	106,537
<b>OTHER INCOME</b>				
61	Permits and Fees	1,875	3,000	2,000
62	Interest on Investments	2,147	4,000	2,500
65	Telephone Property Tax	1,257	1,779	1,779
69	Miscellaneous	474	0	0
		5,753	8,779	6,279
<b>PROPERTY TAXES</b>				
81	Property Taxes	<u>680,924</u>	<u>687,170</u>	<u>688,360</u>
		680,924	687,170	688,360
91	Accumulated Revenue Fund Balance Designated	<u>0</u>	<u>0</u>	<u>47,500</u>
		962,543	975,989	1,028,947
	ASSESSMENT:	367,812,335		
	MILL RATE	0.00190		
	GRAND LEVY	698,843		
	RATE OF COLLECTIONS	98.5%		
	COLLECTIONS	688,360		

**ORDINARY EXPENDITURES**

<b>GENERAL GOVERNMENT</b>		<b>ACTUAL 2009/2010</b>	<b>BUDGET 2010/2011</b>	<b>PROPOSED 2011/2012</b>
<b><i>ADMINISTRATIVE</i></b>				
101	Audit & Accountant	18,731	20,800	20,800
103	Election	0	3,500	0
104	Insurance			
	Surety Bonds	656	740	740
	LAP-Liability, Auto & Property	19,129	19,400	19,400
	Worker's Compensation	17,189	17,500	17,500
105	Professional Services	19,431	25,000	25,000
106	Special Mailings	0	700	700
107	Community Affairs	600	1,500	1,500
108	Health Insurance	35,916	39,500	45,000
109	Health Insurance Deductible	160	300	300
<b><i>OFFICE</i></b>				
121	Legal Notices	312	1,000	1,000
122	Equipment R&M/Upgrading	892	1,000	1,000
123	Postage	557	600	600
124	Supplies	959	1,200	1,200
125	Telecommunications	2,163	3,200	3,200
129	Miscellaneous	222	500	500
130	Administrative Assistant	30,900	32,445	33,420
<b><i>TAX COLLECTOR</i></b>				
141	Legal Notices	905	900	900
142	Liens	90	50	50
143	Postage	352	800	800
144	Collection Expenses	5,264	6,000	6,000
<b><i>SALARIES</i></b>				
161	Assessor	600	600	600
162	Burgesses	1,750	1,800	1,800
163	Clerk-Treasurer	2,500	2,500	2,500
164	Tax Collector	0	600	600
165	Warden	8,000	8,000	8,000
168	Payroll Taxes	3,381	3,514	3,590

		<b>ACTUAL 2009/2010</b>	<b>BUDGET 2010/2011</b>	<b>PROPOSED 2011/2012</b>
<b>CONTRIBUTIONS</b>				
191	Stonington Free Library	14,500	15,000	16,500
192	Stonington Ambulance	0	0	1,500
193	SeCTer	361	315	315
194	SE CT Council of Governments	516	516	516
195	CT Conference of Municipalities	<u>900</u>	<u>900</u>	<u>900</u>
		186,937	210,380	216,431

**BOARDS AND COMMISSIONS**

**PLANNING & ZONING**

201	Legal Notices	1,262	4,000	2,500
202	Printing	117	750	750
203	Books & Training	81	500	500
204	Secretary/Typist	0	2,000	2,000
205	Professional Services-Legal	13,680	5,000	5,000
206	Professional Services-Planner/Engineer	0	2,500	2,500

**SHARED PZC & ZBA**

221	Postage	152	500	500
222	State Conservation Fund	598	800	800
257	Zoning Officer Salary	24,000	24,000	24,000
258	Payroll Taxes	1,836	1,990	1,990
259	Miscellaneous/Office	72	500	500

**ZONING BOARD OF APPEALS**

241	Legal Notices	0	400	400
242	Books & Training	0	400	400
243	Professional Services-Legal	<u>7,065</u>	<u>400</u>	<u>400</u>
		48,863	43,740	42,240

**FIRE DEPARTMENT**

**GENERAL EXPENSES**

301	Fuel	2,226	2,100	2,200
302	Maintenance of Alarms	0	1,500	1,500
303	Maintenance of Radios	0	1,500	1,500
304	Maintenance of Trucks & Equipment	17,269	16,500	18,000
305	Tools & Equipment	19,724	20,000	24,000

		<b>ACTUAL 2009/2010</b>	<b>BUDGET 2010/2011</b>	<b>PROPOSED 2011/2012</b>
306	Telecommunications	6,055	6,000	6,000
309	Miscellaneous	759	1,000	1,000

***FIREHOUSE – 100 MAIN STREET***

311	Electricity	9,165	11,000	10,000
312	Propane	15,683	17,000	17,000
314	Water & Sewer	1,703	1,500	2,000
315	Supplies	230	600	750
317	Repairs & Maintenance	7,749	8,000	10,000

***INSURANCE***

321	Accidental Death Insurance	2,447	2,600	2,600
324	LAP-Liability, Auto & Property	20,289	21,500	21,500

***PERSONNEL EXPENSES***

341	Fire Companies & Department	8,600	9,600	9,600
342	Medical	0	3,500	3,500
343	Length of Service Awards Program	14,845	15,000	15,500
344	Training	1,942	4,000	4,000
345	Uniforms	618	1,500	2,500

***SALARIES***

361	Chief	22,365	23,483	23,483
362	Deputy Chief	7,455	7,828	7,828
363	Assistant Chief	4,260	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	<u>3,479</u>	<u>3,610</u>	<u>3,610</u>
		178,263	195,194	203,944

401	Rental of Hydrants & Pipes	39,131	41,000	41,000
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***PUBLIC BUILDINGS (FIREHOUSE INCLUDED IN FIRE DEPARTMENT)***

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

501	Electricity	1,390	3,500	2,500
502	Heating Oil	5,324	7,000	9,000

		<b>ACTUAL 2009/2010</b>	<b>BUDGET 2010/2011</b>	<b>PROPOSED 2011/2012</b>
503	Insurance	400	400	400
504	Water & Sewer	189	300	300
505	Supplies	316	500	500
509	Repairs & Maintenance	7,619	5,400	7,000

**WAGES & SALARY**

565	Janitorial-Borough Hall	4,077	4,000	4,000
568	Payroll Taxes	<u>331</u>	<u>306</u>	<u>306</u>
		19,646	21,406	24,006

**STREET DEPARTMENT**

**GENERAL**

601	Gas & Oil	2,930	3,500	3,500
602	Equipment R&M/Upgrading	6,300	9,000	15,000
604	Street Repairs	805	4,000	4,000
605	Supplies	2,304	5,500	5,500
609	Telephone & Miscellaneous	1,335	1,700	1,700
610	Snow Removal	19,637	12,000	12,000

**WAGES & SALARY**

656	Labor – Regular	93,663	107,474	110,666
657	Labor – Overtime	29,634	15,848	16,327
666	Deferred Compensation	1,737	1,755	1,755
667	Street Commissioner	4,000	4,000	4,000
668	Payroll Taxes	<u>9,933</u>	<u>9,740</u>	<u>10,155</u>
		172,278	174,517	184,603

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

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

**GENERAL EXPENSES**

801	Grounds Maintenance	1,734	7,200	7,200
802	Tree Maintenance	3,602	7,500	12,300
805	Signs, Surveys, & Rights of Way	<u>          </u>	<u>500</u>	<u>500</u>
		5,336	15,200	20,000

		<b>ACTUAL 2009/2010</b>	<b>BUDGET 2010/2011</b>	<b>PROPOSED 2011/2012</b>
<b>SANITATION</b>				
<b><i>GENERAL EXPENSES</i></b>				
909	Miscellaneous	<u>3,073</u> 3,073	<u>1,500</u> 1,500	<u>1,500</u> 1,500
	<b>TOTAL ORDINARY EXPENDITURES</b>	653,527	702,937	733,724
<b>CONTINGENCY EXPENSE</b>				
1301	Contingency Expense	9,198	25,000	25,000
<b>SPECIAL REVENUE &amp; TRUST FUNDS</b>				
1501	Deposits to Funds (see page 9 for details)	99,464	98,084	231,810
<b>DEBT SERVICE</b>				
1601	Loan Payments	157,709	149,968	38,413
	<b>TOTAL BUDGET</b>	919,898	975,989	1,028,947

**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>NEW BALANCE</b>	<b>NOTES &amp; COMMENTS</b>
<b>INFRASTRUCTURE RESERVE FUND (Formerly Street Reserve Fund)</b>	209,393	241,490	
<b>SPECIAL REVENUE FUNDS</b>			
<b>CANNON FUND</b>	16,203	0	
<b>CLOCK FUND</b>	500	1,435	
<b>SIDEWALK FUND</b>	4,000	6,134	
<b>LoCIP GRANT (Note #1)</b>	1,714		
<b>TOTAL DEPOSIT</b>	231,810		

**NOTE #1:**

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. Monies are held by the state and drawn down by request.

**BOROUGH ACCOUNT BALANCES**  
**As of April 8, 2011**

<b>General Fund Balance:</b>	<b>\$ 231,624.44</b>
Washington Trust Checking	\$ 11,454.85
Washington Trust Money Market	\$498,428.62* Includes Performance Bond Funds
Due to Other Funds	\$278,259.03**
*Stonington Commons Performance Bond Funds Held in Money Market	\$ 96,235.00
<b>Capital &amp; Nonrecurring Fund Balance:</b>	<b>\$357,266.61*</b>
Due from General Fund	\$156,587.60
Washington Trust CD	\$200,679.01
<b>Infrastructure Reserve Fund Balance:</b>	<b>\$ 32,097.44</b>
Due from General Fund	\$ 32,097.44
<b>Clock Fund Balance:</b>	<b>\$ 935.21</b>
Due from General Fund	\$ 935.21
<b>General Liability Fund Balance:</b>	<b>\$ 16,221.30</b>
Washington Trust CD	\$ 16,221.30
<b>Cannon Fund Balance:</b>	<b>\$-16,202.54</b>
Due to General Fund	\$ 16,202.54
<b>Wayland's Wharf Fund Balance:</b>	<b>\$ 5,689.41</b>
Dime Bank Savings Account	\$ 5,689.41
<b>Waldron Fund Balance: (Restricted Funds)</b>	<b>\$150,665.26</b>
Dime Bank Checking Account	\$ 12,322.49
Dime Bank CD #1	\$ 69,129.13
Dime Bank CD #2	\$ 69,213.64
<b>William Williams Fund Balance: (Restricted Funds)</b>	<b>\$ 95,440.48</b>
Washington Trust CD	\$ 75,440.48
Washington Trust CD #2	\$ 20,000.00

**DEBT (FIREHOUSE PROJECT & BOROUGH HALL IMPROVEMENTS)**

Bank of America (last payment 11/1/13)	3.9% interest	\$105,000
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**\*Capital & Nonrecurring Accounts**

Building Fund	\$229,558.15
Truck Fund	\$106,327.00
Office Equipment	\$ 666.00
Undesignated	\$ 20,715.46

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

Capital & Nonrecurring Fund	\$156,587.60
Infrastructure Reserve Fund	\$ 32,097.44
P&Z Fee Fund	\$ -107.11
Sidewalk Fund	\$ 2,134.09
Rights of Way Fund	\$ 387.34
Cannon Fund	\$-16,202.54
Clock Fund	\$ 935.21
Wadawanuck Square Fund	\$ 6,192.00+
Performance Bond	<u>\$ 96,235.00</u>
	\$278,259.03

+ \$1,842.00 is earmarked for bench