



**TOWN OF CANTON
FISCAL YEAR 2018-2019**

**CHIEF ADMINISTRATIVE OFFICER
PRELIMINARY BUDGET**

February 9, 2018

TOWN OF CANTON
FISCAL YEAR 2018-2019 BUDGET
CAO BUDGET MESSAGE

February 12, 2018

Dear Board of Selectmen:

The following is the 2018/2019 CAO's Preliminary Budget for general government operations in accordance with Town Charter Section 7.04(A). The budget was drafted with an emphasis on preserving current services, maintaining the Town's infrastructure and creating efficiencies through combined services. It is anticipated that in the next fiscal year revenues will remain flat or increase slightly. The Capital Improvement Plan totals \$994,140 which represents a decrease of \$43,826 or -4.22% below last year's Capital Improvement Plan. The operating budget is \$9,843,133.86 which represents an increase of \$446,346.86 or 4.75% increase over last year's operating budget. The total budget is \$10,837,273.86 an overall increase of 3.86% or \$402,520.86 over last year's budget.

There are two significant factors that make up the increase in the budget. The first is the transition to the Combined Finance Department that will oversee the finances of both general government and the Board of Education. Currently both entities maintain separate financial software and personnel for payroll, benefits and accounts payable. After the transition there would be one financial office located in Town Hall. The combined Finance Department would result in an overall reduction of approximately one full time employee. The combined department would also create greater synergy between the Board of Education and Town operations resulting in greater efficiencies and better operations. The total additional cost of establishing the combined Finance Department and transferring the Board of Educational finance staff to the Town budget is \$174,545. It is important to point out that this should not be considered an increase in overall expenditures; it actually represents a transfer of costs from the Board of Education to the Town. If not for the increases associated with the combined Finance Department, the overall budget would be increasing only 2.18%.

The second major cause for an increase in the budget is the cost of employee benefits. Overall, employee benefits are increasing 7.8% or \$161,085. Health insurance alone is increasing 9.4%. This increase is despite the fact that the Town is self-insured and has taken proactive steps such as the implementation of High Deductible Health Savings plans to reduce costs. The Town just recently changed insurance brokers who are in the process of putting the Town's health care service provider (currently Anthem) out to a competitive bidding process. This may help reduce the cost for the July 1, 2018 renewal. As has been the practice, the Town has fully funded the actuarial recommended amount for both the pensions and the self-insurance fund. The two factors, employee benefits and the added costs of the combined Finance Department, make up 82% of the \$402,520.86 increase in the CAO proposed budget.

The budget continues to support the Pavement Management Program by appropriating \$599,357 for road resurfacing and reconstruction. The Department of Public Works has spent over \$7,600,000 in the past four construction seasons rebuilding Canton roads. Most these funds originated from bonding which has now been depleted, making the continued funding of pavement management through annual contributions to the CIP critical. The dedicated staff at Public Works, including the Director, Robert Martin and the Project Administrator, George Wallace were able to maximize these dollars through competitive bidding and direct oversight of the projects. The Public Work's section of the Town Web Page at www.townofcantonct.org has a complete list of the roads improved and the cost for each road. It is anticipated that in fiscal year 2018/2019 the Department of Public Works will be resurfacing the roads in Collinsville as part of the Streetscape II capital project.

The final CAO proposed budget totals \$10,837,273.86 which is an increase of 3.86% over Fiscal Year 2017/2018 approved budget.

	Fiscal Year 2017-2018	Fiscal Year 2018-2019	\$ Change	\$ Change
Board of Selectmen Operations	9,396,787	9,843,133.86	446,346.86	4.75%
Capital Improvements	1,037,966	994,140	(43,826)	-4.22%
TOTAL	10,434,753	10,837,273.86	3.86%	402,520.86

ASSUMPTIONS

The Fiscal Year 2018/2019 Preliminary Budget encompasses a number of basic fixed expenditures affecting operations. Some items are purchased at market price and are indicated as being purchased as "trend". The assumptions upon which certain expenditures are based are detailed below.

FACTOR	Assumption	Total Amount
Pension Contribution — Defined Benefit Plan (General Fund portion=580,879)	100% as recommended	672,240
Defined Contribution Plan (General Fund portion= 305,211)		335,000
Vehicle Fuel — Regular	1.9189 per gallon	
Vehicle Fuel — Diesel	1.8299 per gallon	
Heating Fuel — #2 Oil	1.7637 per gallon	
Heating Fuel — Natural Gas	Trend	
Electricity — Light & Power	Trend	
Water	Trend	
Mileage Reimbursement	0.545	
Workers Compensation Insurance (General Fund portion = 137,296)		147,631
Property & Casualty Insurance (General Fund portion = 155,533)		182,399
Employee Health Benefits — Medical (General Fund portion =813,591)	13.2%	912,412

STAFFING:

There were numerous requests from Department Directors for additional staffing and programs. The Fire Department asked for a full time paid Fire/EMS personnel, the Police requested an additional Patrol Officer and additional Dispatcher, the Senior Social Services Director requested a full time Family and Youth Services Coordinator along with additional hours for the existing Senior Center Coordinator position. None of these requests have been approved as part of the CAO's budget. Except for the combined Finance Department and some increases in summer seasonal staffing to support recreational programs, there is no additional staffing and in the case of the Building Technician, the hours have been reduced. The Board of Selectmen will be reviewing the long term needs of the Fire/EMS Department, including the possibility of additional paid staffing.

The budget includes an average of 2.75% increase for full and part-time non-union employees and a 2.5% for all unionized employees. There is no request for salary increases for any particular positions but the Board should be cognizant that the Town recently lost several quality employees to other municipalities that were paying a considerably higher rate; in one case the employee will receive a 50% increase in pay within the first year.

TRANSFER STATION:

The Transfer Station is a Special Revenue Fund similar to the Water Pollution Control Facility and Emergency Medical Services accounts. The revenue and expenses for the Transfer Station are accounted for in a special account which is not part of the general fund. The cost of disposing trash (tipping fee) increased \$4 a ton. The amount of Transfer Station passes sold continues to trend downward. The operating cost of running the Transfer Station is budgeted to be self-sufficient. It is anticipated that the Transfer Station may receive a small lump sum from a MIRA law suit settlement which could assist in funding next year's Transfer Station CIP request.

Transfer Station Analysis

	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019
Expenses	229,394	218,806	220,792	223,261	242,810	213,620	210,003
Permit Fee & Token Revenue	226,612	221,749	214,159	199,847	188,814	200,000	190,000
CRRA Hauling Offset	7,668	10,027	9,795	4,853	00	00	00
Metal/Electronic Payments, Misc.	12,598	13,750	14,310	10,511	18,349	14,590	20,126
Operating (Deficit)/Surplus	17,484	26,720	17,472	(17,756)	(35,647)	970	123

CAPITAL IMPROVEMENT PLAN:

The Capital Improvement Plan (CIP) represents a financial plan that identifies capital needs, establishes priorities and identifies potential funding sources. Comprehensive in scope, it includes projects that are funded through the Town's operating budget, state and federal grants and other sources. Department Directors requested \$3,506,693 in new capital expenditures. Last year the Board of Finance approved \$1,037,966 for the Capital Improvement Plan. Since about half the funding is utilized towards pavement management, there is approximately \$473,347 for all other capital expenditures. As is usually the case, most of the remaining \$473,347 is spent on vehicles and heavy equipment, including a DPW truck (\$15,000), Fire Department Apparatus (\$130,000) Ambulance (\$74,000) and Police Vehicles (\$60,000) and a mini excavator (\$66,347). There is also funding to complete the replacement of the Town Hall Chiller Tower (\$50,200 in this CIP for a total of \$140,000).

A complete list of CIP projects is supplied in the CIP section of the budget. Included in the CIP section of the budget is a spreadsheet indicating all the requests made by Department Directors and those projects that are recommended to be funded by the CAO. Also included is a list of projects to be considered over the next five years, including projects identified as likely to be funded under the current funding levels and other projects which will not be funded unless current funding levels are increased. Finally, in the Appendix there is a list of CIP recommendations requested by residents who responded to the annual request for recommendations made by the CAO and Superintendent of Schools.

The capital expenditures listed on the next page are recommended for funding in fiscal year 2018/2019.

Projects to be funded in the 2018-2019 CIP Budget

	Amount	Source
INFORMATION TECHNOLOGIES		
VOIP Phone Replacement	36,000	Operating
PUBLIC WORKS		
Town Hall Chiller	50,200	Operating
Pavement Management	520,793	Operating
Pavement Management — LoCIP	78,564	LoCIP
Community Center Pumps	11,800	Operating
FIRE/EMS		
Hose Replacement	10,000	Operating
EMS Stretcher	20,000	Operating
EQUIPMENT VEHICLE PURCHASE		
Town Hall - Truck # 11 Replacement	15,000	Operating
Mini Excavator	66,347	Operating
Police - Patrol Vehicle Replacement	60,000	Operating
EMS - New Ambulance	74,000	Operating
Fire - New Apparatus	130,000	Operating

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of special revenue sources that are legally restricted to expenditures for specific purposes. Except for the Emergency Medical Services Funds, these funds do not usually directly affect the mill rate. The deficit in the Emergency Medical Fund is anticipated to increase 2% to \$189,737. This amount has increased significantly in the past couple of years because of the addition of the paramedic level service. The Special Revenue Funds are listed below:

The *Parks and Recreation Special Revenue Fund* accounts for all the fees collected from recreational programs and the expenditures needed to operate those programs. The revenue projected from programs has been adjusted based upon historical trend. The programs under the fund are expanding and therefore both the expenses and revenues within the fund will be increasing.

The *Water Pollution Control Fund* accounts for all the user fees collected and expenditures needed to operate the Town's Water Pollution Control Facility.

The *Emergency Medical Services Fund* accounts for all user fees collected and expenditures needed to operate the Town's emergency medical services program (ambulance).

The *Transfer Station Special Revenue Fund* accounts for all the user fees and revenues collected and expenses associated with the operation of the transfer station.

GENERAL FUND REVENUES AND TAXES

The total revenue necessary to finance the Fiscal Year 2018/2019 budget comes from a variety of sources including taxes, state grants and local fees. The grand list increased 0.46%. The increase in the grand list should result in approximately \$157,000 in additional revenue. To put it into perspective, that would not be enough additional revenue to pay the anticipated increase in the Town/BOE's health insurance. Investment income is anticipated to rise. Currently the Town is expected to receive a significant increase in ECS funding (\$1,466,170) over what was budgeted last year. The unknown is how many changes the legislature will make to the two year budget that was approved last year. The State, which for the past nine years seems to be in a never ending "fiscal crisis", is facing a substantial budget deficit in the upcoming fiscal year and will more than likely have to make adjustments to the budget.

CONCLUSION

This year's budget is impacted by the creation of the combined Finance Department and the cost of employee benefits. The increases in employee benefits would be greater if not for changes adopted by the Town in prior years, including High Deductible Health Savings Account plans for health insurance and Defined Contribution Retirement Plans.

As always I look forward to working with the Board of Selectmen to adopt a budget proposal that meets the many challenges facing the Town.

Respectfully,

Robert H. Skinner
Chief Administrative Officer

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
BOARD OF SELECTMEN	45,036.04	44,326.06	42,831.40	37,660.04	44,563.00	43,970.00	-1.3%
CHIEF ADMINISTRATIVE O	237,922.49	234,743.03	235,110.29	136,958.57	252,645.00	254,607.00	.8%
ELECTIONS	24,117.26	29,952.65	30,920.47	17,994.33	28,300.00	31,100.00	9.9%
PROBATE COURT	2,719.00	2,719.00	2,675.00	4,403.00	3,444.00	3,547.00	3.0%
TOWN COUNSEL	48,560.92	34,678.95	37,146.56	57,388.50	60,000.00	53,000.00	-11.7%
TOWN CLERK	127,291.12	133,811.67	125,776.51	78,455.62	132,464.00	135,894.00	2.6%
CONTINGENCY	.00	.00	.00	.00	.00	46,713.00	.0%
INFORMATION TECHNOLOGI	104,583.67	129,009.31	142,685.25	87,189.31	140,622.00	139,487.00	-.8%
ASSESSMENT	127,656.07	117,493.78	88,385.30	48,663.38	94,713.00	95,539.00	.9%
TAX COLLECTOR	86,019.20	86,804.87	90,793.98	50,558.68	96,226.00	95,989.00	-.2%
FINANCE OFFICER	204,820.05	213,524.75	221,993.98	162,195.01	228,885.00	410,791.00	79.5%
POLICE DEPT - ADMIN	310,663.32	322,582.65	326,234.49	208,089.45	340,150.00	336,706.00	-1.0%
POLICE DEPT - PATROL	1,002,514.62	1,047,627.61	1,106,514.51	662,899.46	1,136,088.00	1,163,491.00	2.4%
POLICE DEPT - DETECTIV	92,347.24	91,516.77	97,717.36	54,760.28	95,192.00	98,352.00	3.3%
POLICE DEPT - COMMUN/D	297,466.61	336,806.52	324,917.53	184,125.90	315,744.00	332,170.00	5.2%
POLICE DEPT - VEHICLE	55,433.15	45,053.50	43,474.30	18,734.89	49,500.00	44,500.00	-10.1%
POLICE - ANIMAL CONTRO	17,880.14	18,969.61	20,524.69	7,750.77	22,185.00	22,515.00	1.5%
POLICE DEPT - FACILITI	36,862.17	40,054.64	38,597.65	29,278.02	43,235.00	43,965.00	1.7%
SERVICE INCENTIVE	33,900.00	23,785.00	25,820.00	26,310.00	26,310.00	27,539.00	4.7%
FIRE SERVICES	272,730.32	250,969.99	256,716.31	151,988.34	277,652.00	273,726.00	-1.4%
EMERGENCY SERVICES	144,501.65	112,639.36	214,442.00	80,660.28	206,640.00	210,826.00	2.0%
FIRE MARSHAL	56,310.38	66,762.07	68,816.90	39,765.59	70,033.00	65,666.00	-6.2%
TOWN HALL	279,150.37	298,732.85	306,172.95	172,935.45	292,738.00	310,604.00	6.1%
PARKS DEPARTMENT	89,701.37	101,356.33	112,879.14	66,177.72	117,559.00	116,926.00	-.5%
GENERAL HIGHWAY	1,212,490.21	1,024,799.62	1,116,625.66	713,448.39	1,152,551.00	1,130,906.00	-1.9%

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 2
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
TOWN GARAGE	37,455.15	37,859.89	27,170.14	18,812.56	33,430.00	41,625.00	24.5%
GRANGE	5,207.32	2,933.57	2,176.22	151.85	.00	.00	.0%
UTILITIES	200,079.25	214,106.97	225,976.67	114,150.47	225,312.00	232,500.00	3.2%
COMMUNITY CENTER	76,494.35	85,306.61	98,629.62	65,277.48	88,440.00	89,440.00	1.1%
COMMUNITY AGENCIES	89,891.94	94,842.61	96,003.95	80,859.25	89,918.00	89,969.00	-.5%
SENIOR/SOCIAL SERVICES	164,439.07	171,448.43	178,237.51	130,089.90	187,810.00	188,489.00	.4%
PARK AND RECREATION	203,932.86	217,492.66	226,050.82	132,423.03	216,529.00	213,500.00	-1.4%
BUILDING OFFICIAL	46,595.15	47,351.37	67,815.70	48,299.72	82,634.00	69,908.00	-15.4%
TOWN PLANNER	249,002.68	267,990.22	261,425.90	153,901.32	273,997.00	274,657.00	.2%
INSURANCE	264,849.69	260,952.55	265,515.15	277,309.59	280,604.00	299,329.00	6.7%
EMPLOYEE BENEFITS & IN	2,004,215.85	1,913,131.94	1,968,175.22	1,615,390.74	2,069,082.00	2,230,167.86	7.8%
LIBRARY	568,721.01	596,699.26	590,593.39	370,244.19	621,592.00	625,020.00	.6%
CIP/CAPITAL & NonRECUR	910,353.00	1,326,086.00	1,236,834.45	1,431,420.83	1,431,420.83	994,140.00	-4.2%
TOTAL GENERAL FUND	9,731,914.69	10,044,922.67	10,322,376.97	7,536,721.91	10,828,207.83	10,837,273.86	3.9%
GRAND TOTAL	9,731,914.69	10,044,922.67	10,322,376.97	7,536,721.91	10,828,207.83	10,837,273.86	3.9%

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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 1
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 DEPT HEADS	2019 CAO	COMMENT
1001010	BOARD OF SELECTMEN						
1001010	51120 SEL.SALARY	14,999.92	15,000.00	15,000.00	15,000.00	15,000.00	
1001010	56950 MTG/DUES	16,416.83	16,663.00	16,663.00	17,058.01	16,970.00	
1001010	57200 PRINTING	765.05	800.00	800.00	1,200.00	1,200.00	
1001010	57500 ADVERTISIN	729.60	900.00	900.00	800.00	800.00	
1001010	59900 MISC.	.00	.00	.00	.00	.00	
1001010	60050 NEWSLETTER	9,920.00	11,200.00	11,200.00	9,920.00	10,000.00	
	TOTAL BOARD OF SELECTMEN	42,831.40	44,563.00	44,563.00	43,978.01	43,970.00	.00
1001020	CHIEF ADMINISTRATIVE OFFICER						
1001020	51000 F/T SALARI	60,438.46	60,315.00	61,975.00	61,974.12	61,975.00	
1001020	51110 SUPER.SAL.	135,777.88	135,578.00	139,645.00	143,834.00	143,834.00	
1001020	51200 PART TIME	14,261.47	25,521.00	25,521.00	26,000.00	25,948.00	
1001020	51301 F/T HOURLY	.00	.00	.00	.00	.00	
1001020	53000 EQUIP.PURC	168.99	300.00	300.00	300.00	300.00	
1001020	53700 POST.RENT.	1,841.76	1,800.00	1,800.00	1,660.00	1,660.00	
1001020	55200 MILEAGE	2,413.82	2,500.00	2,500.00	2,500.00	2,500.00	
1001020	55850 SAFETY	.00	500.00	500.00	500.00	500.00	
1001020	56100 POSTAGE	861.07	1,100.00	1,100.00	900.00	900.00	
1001020	56205 CELL PHONE	.00	.00	.00	.00	.00	
1001020	56820 MED.DOCTOR	1,821.00	2,500.00	2,500.00	3,000.00	3,000.00	
1001020	56920 CONSULTANT	11,150.00	9,000.00	9,000.00	7,500.00	7,000.00	
1001020	56950 MTG/DUES	1,207.41	1,504.00	1,504.00	1,590.00	1,590.00	
1001020	57100 OFF.SUPPL.	3,067.18	3,400.00	3,400.00	3,400.00	3,400.00	
1001020	57105 POSTG SPLS	342.75	500.00	500.00	500.00	500.00	
1001020	57500 ADVERTISIN	1,695.79	2,000.00	2,000.00	1,700.00	1,200.00	
1001020	57600 COMP.SUPPL	62.71	400.00	400.00	300.00	300.00	
	TOTAL CHIEF ADMINISTRATIVE O	235,110.29	246,918.00	252,645.00	255,658.12	254,607.00	.00
1001030	ELECTIONS						
1001030	51130 REGIST.SAL	15,999.88	17,000.00	17,000.00	17,000.00	17,000.00	
1001030	51140 DEPUTY SAL	5,999.77	6,000.00	6,000.00	6,000.00	6,000.00	
1001030	52020 ELECT.WRKS	2,932.07	1,200.00	1,200.00	4,400.00	3,500.00	
1001030	55000 REP/MAINT	985.00	1,225.00	1,225.00	1,350.00	1,350.00	
1001030	55200 MILEAGE	275.89	200.00	200.00	250.00	250.00	
1001030	56090 CANVASSING	60.00	75.00	75.00	75.00	75.00	
1001030	56100 POSTAGE	970.18	500.00	500.00	625.00	625.00	
1001030	56720 MEALS	.00	100.00	100.00	300.00	300.00	
1001030	56950 MTG/DUES	2,695.00	1,600.00	1,600.00	1,600.00	1,600.00	

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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 2
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND			2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 DEPT HEADS	2019 CAO	COMMENT
1001030	57100	OFF.SUPPL.	1,002.68	400.00	400.00	400.00	400.00	
TOTAL ELECTIONS			30,920.47	28,300.00	28,300.00	32,000.00	31,100.00	.00
1001050	PROBATE COURT							
1001050	59100	DEPT.EXP.	2,675.00	3,444.00	3,444.00	3,547.00	3,547.00	
TOTAL PROBATE COURT			2,675.00	3,444.00	3,444.00	3,547.00	3,547.00	.00
1001100	TOWN COUNSEL							
1001100	52160	GENERAL	15,305.10	23,000.00	23,000.00	20,000.00	20,000.00	
1001100	52170	LABOR	9,893.92	17,000.00	17,000.00	15,000.00	15,000.00	
1001100	52210	LAND USE	11,947.54	20,000.00	20,000.00	18,000.00	18,000.00	
TOTAL TOWN COUNSEL			37,146.56	60,000.00	60,000.00	53,000.00	53,000.00	.00
1001110	TOWN CLERK							
1001110	32240	HUNT/FISH	79.00	100.00	100.00	100.00	100.00	
1001110	32250	MISC P & L	11,474.40	10,000.00	10,000.00	10,000.00	10,000.00	
1001110	32260	DOG LICENS	1,397.50	1,300.00	1,300.00	1,300.00	1,300.00	
1001110	34120	CONVEYANCE	213,571.27	220,000.00	220,000.00	220,000.00	220,000.00	
1001110	34140	PRINT&DUPL	10,244.05	10,000.00	10,000.00	10,000.00	10,000.00	
1001110	34430	TRANS STAT	.00	.00	.00	.00	.00	
1001110	51110	SUPER.SAL.	70,271.12	70,127.00	72,056.00	72,056.00	72,056.00	
1001110	51200	PART TIME	34,204.07	34,616.00	34,616.00	35,568.00	35,568.00	
1001110	51301	FT HOURLY	.00	.00	.00	.00	.00	
1001110	51400	OVERTIME	.00	.00	.00	.00	.00	
1001110	55200	MILEAGE	65.34	275.00	275.00	275.00	275.00	
1001110	55860	COPIER CON	410.61	525.00	525.00	525.00	200.00	
1001110	55950	VITAL STAT	90.95	615.00	615.00	165.00	165.00	
1001110	56100	POSTAGE	1,640.75	1,272.00	1,272.00	1,272.00	1,272.00	
1001110	56205	CELL PHONE	480.00	480.00	480.00	480.00	480.00	
1001110	56950	MTG/DUES	500.00	735.00	735.00	735.00	735.00	
1001110	57100	OFF.SUPPL.	1,007.52	990.00	990.00	910.00	910.00	
1001110	57200	BALLOTS	3,045.93	3,300.00	3,300.00	6,600.00	6,600.00	
1001110	57500	ADVERTISIN	452.81	950.00	950.00	950.00	950.00	
1001110	57600	COMP.SUPPL	676.94	840.00	840.00	840.00	840.00	
1001110	57700	PHOTO/BIND	113.97	250.00	250.00	250.00	250.00	
1001110	57900	MICRO/INDE	12,194.76	14,660.00	14,660.00	14,660.00	14,660.00	
1001110	60040	COPY LEASE	621.74	900.00	900.00	900.00	933.00	
TOTAL TOWN CLERK			362,542.73	371,935.00	373,864.00	377,586.00	377,294.00	.00
1001585	CONTINGENCY							
1001585	59914	WAGE INC	.00	84,743.00	.00	46,713.00	46,713.00	

02/06/2018 16:36
emichell

TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 3
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 DEPT HEADS	2019 CAO	COMMENT
TOTAL CONTINGENCY	.00	84,743.00	.00	46,713.00	46,713.00	.00
1001901 INFORMATION TECHNOLOGIES						
1001901 51300 F/T SALARY	14,900.16	14,844.00	15,252.00	15,252.00	15,252.00	
1001901 53100 HARD PURCH	23,738.11	21,200.00	21,200.00	16,950.00	14,950.00	
1001901 53120 SOFT.PURCH	1,514.68	1,000.00	1,000.00	.00	1,000.00	
1001901 55000 IT REP/MNT	.00	.00	.00	.00	.00	
1001901 55200 MILEAGE	.00	100.00	100.00	200.00	100.00	
1001901 55830 SOFT SUPRT	13,254.20	8,650.00	8,650.00	11,850.00	10,950.00	
1001901 55840 HARD SUPRT	434.46	3,600.00	3,600.00	6,200.00	5,600.00	
1001901 56340 CABLE/WEB	7,838.18	7,420.00	7,420.00	9,235.00	9,235.00	
1001901 56920 CONSULTANT	50,505.00	51,400.00	51,400.00	51,400.00	50,400.00	
1001901 60030 VOIP/WAN	30,500.46	32,000.00	32,000.00	34,546.00	32,000.00	
TOTAL INFORMATION TECHNOLOGI	142,685.25	140,214.00	140,622.00	145,633.00	139,487.00	.00
1002060 ASSESSMENT						
1002060 34140 PRINT&DUPL	.00	450.00	450.00	.00	.00	
1002060 51200 PART TIME	13,807.83	16,100.00	16,100.00	16,750.00	16,031.00	
1002060 51301 F/T HOURLY	50,317.07	50,834.00	52,232.00	52,732.00	52,732.00	
1002060 53305 PURCH SERV	.00	4,730.00	4,730.00	4,730.00	4,730.00	
1002060 55200 MILEAGE	310.58	700.00	700.00	700.00	550.00	
1002060 55830 SOFT.SUPPO	12,250.00	12,250.00	12,250.00	13,150.00	13,150.00	
1002060 56100 POSTAGE	1,182.10	1,035.00	1,035.00	1,100.00	1,100.00	
1002060 56910 REF/TEXTS	370.00	500.00	500.00	530.00	530.00	
1002060 56920 CONSULTANT	.00	.00	.00	.00	.00	
1002060 56930 APPRAISALS	4,000.00	.00	.00	.00	.00	
1002060 56950 MTG/DUES	886.15	1,125.00	1,125.00	1,125.00	1,125.00	
1002060 57100 OFF.SUPPL.	590.50	600.00	600.00	600.00	600.00	
1002060 57200 PRINTING	728.77	691.00	691.00	691.00	691.00	
1002060 57210 GRAND LIST	600.00	1,050.00	1,050.00	600.00	600.00	
1002060 57220 MAPPING	3,250.00	3,200.00	3,200.00	3,200.00	3,200.00	
1002060 57500 ADVERTISIN	.00	100.00	100.00	100.00	100.00	
1002060 57600 COMP.SUPPL	92.30	400.00	400.00	400.00	400.00	
TOTAL ASSESSMENT	88,385.30	93,765.00	95,163.00	96,408.00	95,539.00	.00
1002080 TAX COLLECTOR						
1002080 31100 CURR TAXES	32,440,055.23	33,456,287.00	33,456,287.00	.00	.00	
1002080 31101 TAX MVS	375,536.27	250,000.00	250,000.00	250,000.00	250,000.00	
1002080 31900 PRIOR TAX	168,523.25	230,000.00	230,000.00	150,000.00	150,000.00	
1002080 31901 SUSPENSE	7,210.16	3,000.00	3,000.00	3,000.00	3,000.00	

02/06/2018 16:36
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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 4
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 DEPT HEADS	2019 CAO	COMMENT
1002080 31902 INT & LIEN	120,856.82	70,000.00	70,000.00	80,000.00	80,000.00	
1002080 34125 TAX-CPACE	500.00	500.00	500.00	500.00	500.00	
1002080 51110 SUPER.SAL.	55,135.96	55,024.00	57,211.00	57,211.00	57,211.00	
1002080 51200 PART TIME	19,910.49	22,872.00	22,872.00	23,547.46	23,548.00	
1002080 52100 BONDS	.00	.00	.00	.00	.00	
1002080 53400 COLL.SERV.	1,330.00	1,375.00	1,375.00	1,125.00	1,125.00	
1002080 53401 STATE FEES	.00	.00	.00	.00	.00	
1002080 55200 MILEAGE	442.26	540.00	540.00	540.00	450.00	
1002080 56100 POSTAGE	7,155.02	7,000.00	7,000.00	6,706.50	6,706.00	
1002080 56950 MTG/DUES	874.75	1,200.00	1,200.00	1,200.00	700.00	
1002080 57100 OFF.SUPPL.	613.79	550.00	550.00	550.00	550.00	
1002080 57110 BUS.FORMS	4,102.61	4,517.00	4,517.00	4,834.58	4,835.00	
1002080 57120 BIND.BOOKS	150.00	281.00	281.00	293.50	294.00	
1002080 57500 ADVERTISIN	253.37	350.00	350.00	350.00	350.00	
1002080 57600 COMP.SUPPL	825.73	330.00	330.00	220.00	220.00	
TOTAL TAX COLLECTOR	33,203,475.71	34,103,826.00	34,106,013.00	580,078.04	579,489.00	.00
1002090 FINANCE OFFICER						
1002090 35100 BAD CK FEE	597.55	150.00	150.00	300.00	300.00	
1002090 36100 INT STIF	29,615.12	12,500.00	12,500.00	25,000.00	25,000.00	
1002090 36101 PEOPLES IN	116,072.42	120,000.00	120,000.00	120,000.00	120,000.00	
1002090 36104 INT-WEBSTR	.73	.00	.00	.00	.00	
1002090 36106 INT-WEBSTR	11,086.24	10,000.00	10,000.00	10,000.00	10,000.00	
1002090 36108 INT-SCHOOL	28.30	.00	.00	.00	.00	
1002090 36109 INT TD BNK	.00	.00	.00	.00	.00	
1002090 51000 F/T SALARI	18,870.39	18,737.00	19,253.00	19,253.00	59,165.00	
1002090 51110 SUPER.SAL.	80,373.64	80,209.00	82,284.00	98,415.00	99,897.00	
1002090 51200 PART TIME	43,338.80	44,170.00	44,170.00	45,398.00	45,398.00	
1002090 51301 F/T HOURLY	39,105.26	38,391.00	40,113.00	40,113.00	160,851.00	
1002090 51400 OVERTIME	267.60	.00	.00	350.00	350.00	
1002090 55200 MILEAGE	866.80	775.00	775.00	775.00	775.00	
1002090 55830 SOFT.SUPPO	32,602.60	34,130.00	34,130.00	35,650.00	35,650.00	
1002090 55860 COPIER CON	214.83	360.00	360.00	180.00	180.00	
1002090 56100 POSTAGE	1,623.45	1,900.00	1,900.00	1,900.00	1,900.00	
1002090 56950 MTG/DUES	2,622.70	3,000.00	3,000.00	2,975.00	2,975.00	
1002090 57100 OFF.SUPPL.	1,916.62	2,500.00	2,500.00	3,250.00	3,250.00	
1002090 57600 COMP.SUPPL	191.29	400.00	400.00	400.00	400.00	
TOTAL FINANCE OFFICER	379,394.34	367,222.00	371,535.00	403,959.00	566,091.00	.00
1003170 POLICE DEPT - ADMIN						
1003170 34140 POL COPING	967.76	900.00	900.00	1,000.00	1,000.00	

02/06/2018 16:36
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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 5
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 DEPT HEADS	2019 CAO	COMMENT	
1003170 34210	PRIV DTY A	90,152.47	70,000.00	70,000.00	60,000.00	60,000.00	
1003170 34211	GUN PERMIT	4,760.00	5,000.00	5,000.00	3,500.00	3,500.00	
1003170 34212	RAFFLE PER	10.00	100.00	100.00	100.00	100.00	
1003170 34213	ALARM FEES	125.00	100.00	100.00	100.00	100.00	
1003170 34214	VENDOR PER	460.00	200.00	200.00	200.00	200.00	
1003170 34215	TRAFFIC FI	3,939.50	2,000.00	2,000.00	2,500.00	2,500.00	
1003170 34216	ALARM FINE	75.00	200.00	200.00	.00	.00	
1003170 34217	MISC FEES	1,260.00	1,500.00	1,500.00	.00	.00	
1003170 51110	SUPER.SAL.	226,195.86	225,330.00	231,526.00	231,524.00	231,526.00	
1003170 51200	PART TIME	3,851.43	3,935.00	3,935.00	4,043.00	4,043.00	
1003170 51301	F/T HOURLY	51,303.90	51,136.00	52,542.00	52,542.00	52,542.00	
1003170 51400	OT-ADMIN	688.36	1,200.00	1,200.00	1,200.00	600.00	
1003170 51495	PRIVTEDUTY	.00	.00	.00	.00	.00	
1003170 53100	COMP.EQUIP	.00	.00	.00	.00	.00	
1003170 53120	COMP.SOFT.	.00	.00	.00	.00	.00	
1003170 55810	OFF.MAINT.	1,582.05	3,500.00	3,500.00	3,500.00	3,050.00	
1003170 55830	SOFT.SUPPO	14,065.00	14,100.00	14,100.00	15,000.00	14,065.00	
1003170 55860	COPIER CON	1,298.98	1,260.00	1,260.00	1,400.00	1,300.00	
1003170 56100	POSTAGE	474.12	800.00	800.00	800.00	800.00	
1003170 56205	CELL PHONE	959.76	960.00	960.00	960.00	960.00	
1003170 56240	REG PROG.	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	
1003170 56700	UNIFORMS	1,906.64	2,000.00	2,000.00	2,000.00	2,000.00	
1003170 56820	MED.DOCTOR	.00	1,915.00	1,915.00	1,915.00	1,000.00	
1003170 56950	MTG/DUES	3,777.35	3,720.00	3,720.00	3,720.00	3,720.00	
1003170 56951	TRAINING	.00	2,000.00	2,000.00	2,000.00	1,500.00	
1003170 57100	OFF.SUPPL.	2,392.14	3,050.00	3,050.00	3,050.00	3,050.00	
1003170 57400	EQUIP PURC	.00	.00	.00	.00	.00	
1003170 57430	LEASE/PURC	.00	.00	.00	.00	.00	
1003170 59910	EXP.PERSON	273.17	700.00	700.00	700.00	400.00	
1003170 59920	EXP. DEPT.	2,406.57	2,000.00	2,000.00	2,000.00	2,000.00	
1003170 60000	EMERG MGMT	1,004.58	1,050.00	1,050.00	1,050.00	1,050.00	
1003170 60040	LEASED EQU	9,054.58	8,892.00	8,892.00	7,877.00	8,100.00	
TOTAL POLICE DEPT - ADMIN		427,984.22	412,548.00	420,150.00	407,681.00	404,106.00	.00
1003171	POLICE DEPT - PATROL						
1003171 51303	F/T AFSCME	977,436.00	1,018,233.00	1,018,233.00	1,046,440.00	1,046,440.00	
1003171 51310	HBENAFSCME	53,762.40	47,150.00	47,150.00	48,446.00	48,446.00	
1003171 51400	OVERTIME	52,314.17	45,000.00	45,000.00	45,000.00	45,000.00	
1003171 51660	ED. INCENT.	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00	
1003171 55800	DEPT EQUIP	4,790.55	4,337.00	4,337.00	4,237.00	4,237.00	
1003171 56700	UNIFORMS	7,558.53	10,000.00	10,000.00	10,000.00	8,000.00	
1003171 56710	WEAPONS/AM	6,002.86	5,868.00	5,868.00	5,868.00	5,868.00	

02/06/2018 16:36
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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 6
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 DEPT HEADS	2019 CAO	COMMENT
1003171 56951 TRAINING	150.00	1,000.00	1,000.00	1,000.00	1,000.00	
1003171 57800 EDUC REIMB	.00	.00	.00	.00	.00	
TOTAL POLICE DEPT - PATROL	1,106,514.51	1,136,088.00	1,136,088.00	1,165,491.00	1,163,491.00	.00
1003172 POLICE DEPT - DETECTIVE						
1003172 51303 F/T AFSCME	83,561.77	85,335.00	85,335.00	87,469.00	87,469.00	
1003172 51310 HBENAFSCME	960.48	979.00	979.00	1,005.00	1,005.00	
1003172 51400 OVERTIME	9,431.22	5,000.00	5,000.00	6,000.00	6,000.00	
1003172 51660 ED. INCENT.	750.00	750.00	750.00	750.00	750.00	
1003172 56205 CELL PHONE	410.93	420.00	420.00	420.00	420.00	
1003172 56230 CRIME LAB.	1,934.46	1,200.00	1,200.00	1,200.00	1,200.00	
1003172 56700 UNIFORMS	668.50	1,008.00	1,008.00	1,008.00	1,008.00	
1003172 56951 TRAINING	.00	500.00	500.00	500.00	500.00	
1003172 57800 EDUC REIMB	.00	.00	.00	.00	.00	
TOTAL POLICE DEPT - DETECTIV	97,717.36	95,192.00	95,192.00	98,352.00	98,352.00	.00
1003173 POLICE DEPT - COMMUN/DISPAT						
1003173 51200 PART TIME	23,317.07	15,365.00	15,365.00	15,765.00	15,765.00	
1003173 51302 F/T CILU	217,456.62	227,411.00	227,411.00	240,448.00	240,448.00	
1003173 51311 H.BEN.CILU	12,662.10	11,393.00	11,393.00	11,677.00	11,677.00	
1003173 51321 O/T DISPAT	49,280.95	36,900.00	36,900.00	37,822.00	40,000.00	
1003173 55020 RADIO MAIN	17,085.17	20,895.00	20,895.00	21,381.00	20,500.00	
1003173 55200 MILEAGE	843.08	200.00	200.00	200.00	200.00	
1003173 55800 DEPT EQUIP	.00	400.00	400.00	400.00	400.00	
1003173 56250 COLLECT	.00	.00	.00	.00	.00	
1003173 56700 UNIFORMS	2,106.00	1,680.00	1,680.00	1,680.00	1,680.00	
1003173 56951 TRAINING	2,166.54	1,500.00	1,500.00	1,500.00	1,500.00	
1003173 57800 EDUC REIMB	.00	.00	.00	.00	.00	
TOTAL POLICE DEPT - COMMUN/D	324,917.53	315,744.00	315,744.00	330,873.00	332,170.00	.00
1003174 POLICE DEPT - VEHICLE MAINT						
1003174 54100 TIRES	2,386.72	4,000.00	4,000.00	4,000.00	3,000.00	
1003174 54200 VEHIC.FUEL	24,164.89	29,000.00	29,000.00	29,000.00	25,000.00	
1003174 55010 VEH.MAINT.	16,922.69	16,500.00	16,500.00	16,500.00	16,500.00	
TOTAL POLICE DEPT - VEHICLE	43,474.30	49,500.00	49,500.00	49,500.00	44,500.00	.00
1003175 POLICE - ANIMAL CONTROL						
1003175 34540 DOG LIC/SH	11,691.00	11,280.00	11,280.00	11,280.00	11,280.00	
1003175 34542 DOG ADOPT	.00	15.00	15.00	10.00	10.00	

02/06/2018 16:36
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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 7
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 DEPT HEADS	2019 CAO	COMMENT
1003175 51200 PART TIME	11,587.50	12,000.00	12,000.00	12,330.00	12,330.00	
1003175 53570 ANIMAL CTL	.00	.00	.00	.00	.00	
1003175 54543 ANIMAL C/O	.00	.00	.00	.00	.00	
1003175 55700 POUND MAIN	1,533.19	1,800.00	1,800.00	1,800.00	1,800.00	
1003175 56900 POUND SUPP	268.75	800.00	800.00	800.00	800.00	
1003175 56950 MTG/DUES	10.75	65.00	65.00	65.00	65.00	
1003175 57500 ADVERTISIN	.00	120.00	120.00	120.00	120.00	
1003175 57950 LIC -ST CT	7,124.50	7,400.00	7,400.00	7,400.00	7,400.00	
1003175 59920 EXP. DEPT.	.00	.00	.00	.00	.00	
TOTAL POLICE - ANIMAL CONTRO	32,215.69	33,480.00	33,480.00	33,805.00	33,805.00	.00
1003179 POLICE DEPT - FACILITIES						
1003179 55000 REP/MAINT	.00	.00	.00	.00	.00	
1003179 55100 MAIN/CLEAN	4,758.05	8,500.00	8,500.00	8,600.00	8,600.00	
1003179 55300 H/C REPAIR	3,786.57	4,000.00	4,000.00	4,000.00	4,000.00	
1003179 55310 H/C CONTRA	1,320.00	1,320.00	1,320.00	1,120.00	1,120.00	
1003179 55500 LIGHT/POWE	19,773.16	21,000.00	21,000.00	21,000.00	21,000.00	
1003179 56200 TELEPHONE	.00	.00	.00	.00	.00	
1003179 56340 CABLE/WEB	838.38	760.00	760.00	1,560.00	1,560.00	
1003179 56500 FUEL/HEAT	6,389.12	6,000.00	6,000.00	6,000.00	6,000.00	
1003179 56750 WATER	1,382.37	1,300.00	1,300.00	1,300.00	1,300.00	
1003179 56760 SEWER USE	350.00	355.00	355.00	355.00	385.00	
TOTAL POLICE DEPT - FACILITI	38,597.65	43,235.00	43,235.00	43,935.00	43,965.00	.00
1004157 SERVICE INCENTIVE						
1004157 52050 FIRE DB/DC	25,820.00	26,310.00	26,310.00	27,539.00	27,539.00	
TOTAL SERVICE INCENTIVE	25,820.00	26,310.00	26,310.00	27,539.00	27,539.00	.00
1004158 FIRE SERVICES						
1004158 51200 STIPENDS	14,474.95	17,250.00	17,250.00	17,250.00	17,250.00	
1004158 51230 PAY / CALL	18,415.00	21,536.00	21,536.00	21,536.00	24,500.00	
1004158 51301 F/T HOURLY	5,160.20	5,150.00	5,292.00	7,800.00	10,308.00	
1004158 53000 EQUIP.PURC	46,564.80	50,000.00	50,000.00	50,000.00	50,000.00	
1004158 53100 COMP.EQUIP	699.99	.00	.00	.00	.00	
1004158 53630 SVC AWARDS	1,372.38	1,800.00	1,800.00	1,800.00	1,800.00	
1004158 54100 TIRES	5,186.88	3,500.00	3,500.00	500.00	500.00	
1004158 54200 VEHIC.FUEL	4,728.76	6,500.00	6,500.00	6,000.00	5,500.00	
1004158 55010 VEH.MAINT.	49,292.24	50,000.00	50,000.00	50,000.00	50,000.00	
1004158 55020 RADIO MAIN	3,953.44	1,500.00	1,500.00	2,500.00	2,500.00	
1004158 55030 EQUIP.MAIN	4,922.82	3,500.00	3,500.00	3,500.00	3,500.00	

02/06/2018 16:36
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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 8
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND			2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 DEPT HEADS	2019 CAO	COMMENT
1004158	55100	MAIN/CLEAN	18,132.49	19,000.00	19,000.00	22,000.00	19,000.00	
1004158	55500	LIGHT/POWE	17,527.42	15,500.00	15,500.00	15,500.00	16,000.00	
1004158	55830	SOFT.SUPPO	4,208.08	4,000.00	4,000.00	5,150.00	4,650.00	
1004158	56200	TELEPHONE	2,270.84	2,880.00	2,880.00	2,000.00	2,000.00	
1004158	56205	CELL PHONE	3,681.38	4,280.00	4,280.00	3,400.00	3,400.00	
1004158	56340	CABLE/WEB	2,726.11	1,900.00	1,900.00	2,800.00	3,168.00	
1004158	56500	FUEL/HEAT	11,494.56	11,500.00	11,500.00	11,500.00	11,500.00	
1004158	56750	WATER	241.02	600.00	600.00	600.00	300.00	
1004158	56760	SEWER USE	175.00	764.00	764.00	200.00	200.00	
1004158	56820	PHYSICALS	11,990.00	12,350.00	12,350.00	12,350.00	12,350.00	
1004158	56950	MTG/DUES	675.00	1,200.00	1,200.00	900.00	900.00	
1004158	57100	OFF.SUPPL.	554.04	450.00	450.00	700.00	500.00	
1004158	57550	RECRUITMNT	672.38	1,500.00	1,500.00	1,500.00	1,500.00	
1004158	57800	TRAIN/EDUC	7,549.51	14,000.00	14,000.00	14,000.00	10,000.00	
1004158	57820	BSA CHARTE	.00	.00	.00	.00	.00	
1004158	59930	NFPA COMPL	14,361.90	16,000.00	16,000.00	13,800.00	13,800.00	
1004158	59950	CONSUMABLE	980.98	2,850.00	2,850.00	2,650.00	2,100.00	
1004158	59980	RETENTION	4,704.14	8,000.00	8,000.00	6,500.00	6,500.00	
TOTAL FIRE SERVICES			256,716.31	277,510.00	277,652.00	276,436.00	273,726.00	.00
1004162	EMERGENCY SERVICES							
1004162	53480	EMS DEFICT	193,752.00	185,980.00	185,980.00	179,583.00	189,737.00	
1004162	53490	PARAMEDICS	.00	.00	.00	.00	.00	
1004162	53500	C-MED	20,690.00	20,660.00	20,660.00	20,720.00	21,089.00	
TOTAL EMERGENCY SERVICES			214,442.00	206,640.00	206,640.00	200,303.00	210,826.00	.00
1004440	FIRE MARSHAL							
1004440	32210	FM LIC/RPT	340.00	600.00	600.00	600.00	600.00	
1004440	51000	F/T SALARI	.00	.00	.00	.00	.00	
1004440	51110	SUPER.SAL.	44,545.44	45,832.00	45,832.00	47,088.00	47,088.00	
1004440	51200	PART TIME	1,636.14	1,500.00	1,500.00	3,230.00	3,230.00	
1004440	51301	F/T HOURLY	14,073.00	14,045.00	14,431.00	14,431.00	6,878.00	
1004440	53000	EQUIP.PURC	968.97	200.00	200.00	200.00	200.00	
1004440	55200	MILEAGE	1,596.02	1,500.00	1,500.00	1,500.00	1,500.00	
1004440	55800	DEPT EQUIP	.00	.00	.00	.00	.00	
1004440	55830	SOFT.SUPPO	1,955.85	1,850.00	1,850.00	1,850.00	1,850.00	
1004440	56100	POSTAGE	22.97	100.00	100.00	100.00	100.00	
1004440	56205	CELL PHONE	720.00	720.00	720.00	720.00	720.00	
1004440	56700	UNIFORMS	176.00	200.00	200.00	200.00	200.00	
1004440	56910	REF/TEXTS	1,848.55	1,900.00	1,900.00	1,900.00	1,900.00	
1004440	56950	MTG/DUES	500.00	700.00	700.00	900.00	900.00	

02/06/2018 16:36
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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 9
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 DEPT HEADS	2019 CAO	COMMENT
1004440 57100 OFF. SUPPL.	100.96	250.00	250.00	250.00	250.00	
1004440 59940 FIRE PREV.	673.00	850.00	850.00	850.00	850.00	
1004440 60000 EMERG MGMT	.00	.00	.00	.00	.00	
TOTAL FIRE MARSHAL	69,156.90	70,247.00	70,633.00	73,819.00	66,266.00	.00
1005120 TOWN HALL						
1005120 34450 INS REBATE	15,381.00	12,000.00	12,000.00	.00	.00	
1005120 36300 REN TN PRO	8,110.00	10,000.00	10,000.00	10,000.00	10,000.00	
1005120 36301 AT&T TOWER	20,700.00	20,700.00	20,700.00	20,700.00	20,700.00	
1005120 36500 DONATS/GIF	.00	.00	.00	.00	.00	
1005120 36600 BOS MISC R	4,105.31	1,000.00	1,000.00	1,000.00	1,000.00	
1005120 51200 PART TIME	4,517.80	4,040.00	4,040.00	4,040.00	4,040.00	
1005120 51304 F/T NAGE	152,421.59	151,439.00	157,885.00	170,867.00	170,867.00	
1005120 51400 OVERTIME	19,997.57	12,500.00	12,813.00	17,205.00	17,205.00	
1005120 53000 EQUIP. PURC	.00	.00	.00	.00	.00	
1005120 55000 REP/MAINT	17,146.36	20,000.00	20,000.00	20,000.00	20,000.00	
1005120 55100 MAIN/CLEAN	12,215.39	11,000.00	11,000.00	11,000.00	11,000.00	
1005120 55200 MILEAGE	.00	100.00	100.00	100.00	100.00	
1005120 55300 H/C REPAIR	9,398.97	5,000.00	5,000.00	7,000.00	6,000.00	
1005120 55310 H/C CONTRA	2,900.00	3,000.00	3,000.00	2,700.00	2,700.00	
1005120 55500 LIGHT/POWE	39,361.30	35,500.00	35,500.00	36,000.00	36,000.00	
1005120 55600 ELEV. CONT.	2,412.63	2,100.00	2,100.00	2,100.00	2,100.00	
1005120 56200 TELEPHONE	16,936.72	18,500.00	18,500.00	18,500.00	17,000.00	
1005120 56205 CELL PHONE	962.78	480.00	480.00	480.00	.00	
1005120 56500 FUEL/HEAT	11,481.07	19,500.00	19,500.00	15,500.00	15,000.00	
1005120 56750 WATER	1,991.93	2,000.00	2,000.00	2,000.00	2,000.00	
1005120 56760 SEWER USE	459.66	670.00	670.00	670.00	670.00	
1005120 57100 OFF. SUPPL.	87.92	150.00	150.00	150.00	150.00	
1005120 57400 PURC. MAJOR	.00	.00	.00	5,772.00	5,772.00	
1005120 59920 MISC TWNHL	13,881.26	.00	.00	.00	.00	
TOTAL TOWN HALL	354,469.26	329,679.00	336,438.00	345,784.00	342,304.00	.00
1005180 TOWN ENGINEER						
1005180 34440 CRRA REBAT	.00	.00	.00	.00	.00	
1005180 34442 SCRAP METL	.00	.00	.00	.00	.00	
1005180 34443 ORD223 FEE	.00	.00	.00	.00	.00	
TOTAL TOWN ENGINEER	.00	.00	.00	.00	.00	.00
1005200 PARKS DEPARTMENT						
1005200 51304 F/T NAGE	80,473.96	84,365.00	86,479.00	88,641.00	88,641.00	

02/06/2018 16:36
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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 10
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 DEPT HEADS	2019 CAO	COMMENT
1005200 51400 OVERTIME	4,128.45	3,000.00	3,075.00	3,000.00	4,000.00	
1005200 53610 DYER CEMET	600.00	750.00	750.00	700.00	700.00	
1005200 55000 REP/MAINT	6,230.74	6,000.00	6,000.00	6,000.00	6,000.00	
1005200 55500 LIGHT/POWE	1,359.93	700.00	700.00	900.00	700.00	
1005200 56500 FUEL/HEAT	1,872.47	2,000.00	2,000.00	1,800.00	.00	
1005200 56750 WATER	5,151.11	3,700.00	3,700.00	4,000.00	4,000.00	
1005200 56760 SEWER USE	350.00	355.00	355.00	355.00	385.00	
1005200 57400 EQUIP PURC	.00	.00	.00	4,500.00	.00	
1005200 58310 FIELD MAIN	12,712.48	14,500.00	14,500.00	12,500.00	12,500.00	
TOTAL PARKS DEPARTMENT	112,879.14	115,370.00	117,559.00	122,396.00	116,926.00	.00
1005210 GENERAL HIGHWAY						
1005210 51000 F/T SALARI	67,450.76	67,289.00	69,150.00	69,139.00	69,890.00	
1005210 51110 SUPER.SAL.	95,735.84	95,370.00	97,992.00	97,992.00	97,992.00	
1005210 51200 PART TIME	8,882.98	6,185.00	6,185.00	6,182.00	6,182.00	
1005210 51301 F/T HOURLY	34,457.23	34,334.00	42,528.00	43,772.00	43,772.00	
1005210 51304 F/T NAGE	441,440.23	442,940.00	459,044.00	460,851.00	460,851.00	
1005210 51400 OVERTIME	95,134.85	85,000.00	87,125.00	85,000.00	87,500.00	
1005210 51650 LONGEVITY	.00	.00	.00	.00	.00	
1005210 53710 EQUIP.RENT	2,750.00	1,500.00	1,500.00	1,250.00	1,250.00	
1005210 54100 TIRES	5,165.16	5,225.00	5,225.00	5,150.00	5,150.00	
1005210 54200 VEHIC.FUEL	3,453.77	4,500.00	4,500.00	8,500.00	6,500.00	
1005210 54210 DIESEL FUE	22,497.16	40,000.00	40,000.00	30,000.00	28,000.00	
1005210 54220 OIL	2,595.95	3,500.00	3,500.00	3,000.00	3,000.00	
1005210 54230 TREE CARE	23,787.50	25,000.00	25,000.00	25,000.00	24,000.00	
1005210 54500 SNOW REMOV	158,181.70	165,000.00	165,000.00	154,000.00	154,000.00	
1005210 55000 REP/MAINT	54,345.47	45,000.00	45,000.00	50,000.00	50,000.00	
1005210 55020 RADIO MAIN	499.40	750.00	750.00	750.00	750.00	
1005210 55110 TN.MAINT.	15,613.70	16,000.00	16,000.00	16,000.00	16,000.00	
1005210 55120 CATCH BASI	8,492.20	8,000.00	8,000.00	10,000.00	8,000.00	
1005210 55130 SWEEPING	2,745.91	3,500.00	3,500.00	2,500.00	2,500.00	
1005210 55140 ST.PAINT.	834.00	1,000.00	1,000.00	1,000.00	.00	
1005210 55200 MILEAGE	503.66	1,100.00	1,100.00	800.00	800.00	
1005210 55510 ROAD MAINT	36,174.92	31,500.00	31,500.00	33,000.00	32,000.00	
1005210 55830 SOFT.SUPPO	.00	200.00	200.00	.00	.00	
1005210 56100 POSTAGE	.00	100.00	100.00	50.00	50.00	
1005210 56205 CELL PHONE	1,940.00	2,160.00	2,160.00	2,160.00	2,740.00	
1005210 56340 CABLE/WEB	1,179.49	1,117.00	1,117.00	1,179.00	1,179.00	
1005210 56910 REF/TEXTS	285.00	.00	.00	300.00	.00	
1005210 56920 PLOW ROUTE	24,758.75	29,000.00	29,000.00	25,000.00	25,000.00	
1005210 56950 MTG/DUES	1,752.50	2,000.00	2,000.00	3,000.00	3,000.00	
1005210 57220 MAPPING	1,167.53	800.00	800.00	800.00	800.00	

02/06/2018 16:36
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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 11
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND			2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 DEPT HEADS	2019 CAO	COMMENT
1005210	57400	PURC.MAJOR	4,800.00	3,575.00	3,575.00	5,800.00	.00	
TOTAL GENERAL HIGHWAY			1,116,625.66	1,121,645.00	1,152,551.00	1,142,175.00	1,130,906.00	.00
1005260	TOWN GARAGE							
1005260	55000	REP/MAINT	3,805.70	7,000.00	7,000.00	2,500.00	2,500.00	
1005260	55100	MAIN/CLEAN	2,530.70	1,900.00	1,900.00	4,500.00	4,500.00	
1005260	55500	LIGHT/POWE	3,887.05	3,500.00	3,500.00	9,250.00	7,000.00	
1005260	56500	FUEL/HEAT	3,522.33	5,500.00	5,500.00	13,750.00	11,000.00	
1005260	56700	UNIFORMS	9,282.90	10,750.00	10,750.00	10,750.00	10,000.00	
1005260	56720	MEALS	2,925.00	2,925.00	2,925.00	2,925.00	2,925.00	
1005260	56750	WATER	246.06	500.00	500.00	2,500.00	2,000.00	
1005260	56760	SEWER USE	350.00	355.00	355.00	900.00	700.00	
1005260	57100	OFF.SUPPL.	620.40	1,000.00	1,000.00	1,000.00	1,000.00	
TOTAL TOWN GARAGE			27,170.14	33,430.00	33,430.00	48,075.00	41,625.00	.00
1005270	GRANGE							
1005270	55000	REP/MAINT	1,479.40	.00	.00	.00	.00	
1005270	55100	MAIN/CLEAN	99.00	.00	.00	.00	.00	
1005270	55500	LIGHT/POWE	597.82	.00	.00	.00	.00	
1005270	56500	FUEL/HEAT	.00	.00	.00	.00	.00	
TOTAL GRANGE			2,176.22	.00	.00	.00	.00	.00
1005470	UTILITIES							
1005470	55500	LIGHT/POWE	33,836.87	33,240.00	33,240.00	33,500.00	33,500.00	
1005470	56750	WATER	192,139.80	192,072.00	192,072.00	199,000.00	199,000.00	
TOTAL UTILITIES			225,976.67	225,312.00	225,312.00	232,500.00	232,500.00	.00
1005550	COMMUNITY CENTER							
1005550	55000	REP/MAINT	13,594.77	10,500.00	10,500.00	10,500.00	10,500.00	
1005550	55100	MAIN/CLEAN	16,462.66	15,000.00	15,000.00	15,000.00	15,000.00	
1005550	55300	H/C REPAIR	5,927.30	3,000.00	3,000.00	4,000.00	4,000.00	
1005550	55310	H/C CONTRA	3,240.00	3,240.00	3,240.00	3,240.00	3,240.00	
1005550	55500	LIGHT/POWE	40,287.11	36,500.00	36,500.00	37,500.00	38,500.00	
1005550	55600	ELEV.CONT.	2,412.63	2,100.00	2,100.00	2,100.00	2,100.00	
1005550	56200	TELEPHONE	.00	.00	.00	.00	.00	
1005550	56500	FUEL/HEAT	12,729.75	14,000.00	14,000.00	12,000.00	12,000.00	
1005550	56750	WATER	3,386.95	3,200.00	3,200.00	3,200.00	3,200.00	
1005550	56760	SEWER USE	588.45	900.00	900.00	900.00	900.00	
TOTAL COMMUNITY CENTER			98,629.62	88,440.00	88,440.00	88,440.00	89,440.00	.00
1006340	COMMUNITY AGENCIES							
1006340	53575	YSB	11,300.00	11,300.00	11,300.00	11,300.00	11,300.00	

02/06/2018 16:36
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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 12
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 DEPT HEADS	2019 CAO	COMMENT		
1006340 53580		MEMOR.DAY	542.70	905.00	905.00	750.00	750.00	
1006340 53585	54,311.00	HEALTH DIS	53,339.00	53,339.00	53,339.00	53,339.00	53,339.00	
1006340 53595	17,101.25	FV VNA	19,625.00	19,625.00	19,625.00	19,625.00	19,625.00	
1006340 53600	1,000.00	HIST MUSEU	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
1006340 53605	.00	CT MAIN ST	.00	.00	.00	.00	.00	
1006340 53615	.00	SAM COLLIN	.00	.00	.00	.00	.00	
1006340 53620	720.00	MEN.HEALTH	720.00	720.00	720.00	720.00	720.00	
1006340 53625	7,500.00	MAIN ST	.00	.00	.00	.00	.00	
1006340 58520	1,029.00	WATERSHED	1,029.00	1,029.00	1,235.00	1,235.00	1,235.00	
1006340 58530	1,500.00	NAT.CENTER	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
1006340 60011	1,000.00	INT.HOUSE	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
TOTAL COMMUNITY AGENCIES	96,003.95		89,918.00	89,918.00	89,969.00	89,969.00	89,969.00	.00
1006380 SENIOR/SOCIAL SERVICES								
1006380 34141	3,105.00	DIAL A RID	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	
1006380 51110	64,960.55	SUPER.SAL.	64,712.00	66,492.00	66,492.00	66,492.00	66,492.00	
1006380 51200	35,351.32	PART TIME	41,909.00	41,909.00	41,815.00	41,815.00	41,815.00	
1006380 54420	60,141.00	DIAL-RIDE	60,841.00	60,841.00	61,548.00	61,548.00	61,548.00	
1006380 55200	173.17	MILEAGE	225.00	225.00	225.00	225.00	225.00	
1006380 55830	.00	SOFT.SUPPO	.00	.00	.00	.00	432.00	
1006380 55860	199.55	COPIER MAI	400.00	400.00	400.00	300.00	300.00	
1006380 56100	1,215.95	POSTAGE	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	
1006380 56205	480.00	CELL PHONE	480.00	480.00	480.00	480.00	480.00	
1006380 56720	3,348.75	MEALS	4,175.00	4,175.00	4,300.00	3,800.00	3,800.00	
1006380 56950	755.05	MTG/DUES	1,063.00	1,063.00	843.00	843.00	843.00	
1006380 57100	925.57	OFF.SUPPL.	550.00	550.00	719.00	719.00	719.00	
1006380 57200	1,818.46	PRINTING	1,800.00	1,800.00	1,960.00	1,960.00	1,960.00	
1006380 57600	.00	COMP.SUPPL	75.00	75.00	712.00	75.00	75.00	
1006380 59030	1,750.18	SENIOR ACT	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	
1006380 59050	3,500.00	MEALS WHEE	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	
1006380 59100	3,617.96	GEN ASST	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	
TOTAL SENIOR/SOCIAL SERVICES	181,342.51		189,030.00	190,810.00	192,294.00	191,489.00	191,489.00	.00
1006450 PARK AND RECREATION								
1006450 34720	29,400.00	SWIM POOL	32,000.00	32,000.00	.00	.00	.00	
1006450 34721	10,084.00	POOL DAILY	9,000.00	9,000.00	.00	.00	.00	
1006450 51000	37,118.92	F/T SALARI	37,167.00	38,004.00	38,004.00	38,004.00	38,004.00	
1006450 51110	59,482.36	SUPER.SAL.	59,680.00	62,346.00	62,218.00	58,183.00	58,183.00	
1006450 51150	56,045.38	P/T SEASON	49,500.00	49,500.00	54,836.00	51,500.00	51,500.00	
1006450 51200	.00	PART TIME	.00	.00	.00	.00	.00	
1006450 55100	4,564.11	MAIN/CLEAN	5,838.00	5,838.00	5,838.00	5,000.00	5,000.00	

02/06/2018 16:36
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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 13
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 DEPT HEADS	2019 CAO	COMMENT	
1006450 55200		MILEAGE .00	50.00	50.00	50.00		
1006450 55500	8,032.81	LIGHT/POWE 8,500.00	8,500.00	8,500.00	8,500.00		
1006450 55800	8,362.45	REP/MAINT 8,400.00	8,400.00	14,722.00	12,222.00		
1006450 55860	728.07	COPIER CON 550.00	550.00	550.00	550.00		
1006450 56100	182.60	POSTAGE 100.00	100.00	200.00	200.00		
1006450 56200	.00	TELEPHONE .00	.00	.00	.00		
1006450 56340	.00	CABLE/WEB .00	.00	.00	.00		
1006450 56440	9,855.60	SPEC.EVENT .00	.00	.00	.00		
1006450 56500	.00	FUEL/HEAT 200.00	200.00	250.00	250.00		
1006450 56760	.00	SEWER USE 4,000.00	4,000.00	4,000.00	4,000.00		
1006450 56950	3,379.00	MTG/DUES 2,505.00	2,505.00	1,505.00	1,505.00		
1006450 57100	645.50	OFF.SUPPL. 800.00	800.00	800.00	800.00		
1006450 58400	6,790.69	CHEMICALS 6,000.00	6,000.00	6,000.00	6,000.00		
1006450 58410	10,919.42	OPEN/CLOSE 13,500.00	13,500.00	13,500.00	11,500.00		
1006450 58420	5,296.45	POOL REPAI 3,000.00	3,000.00	3,000.00	3,000.00		
1006450 58430	13,958.27	MP WATER 12,000.00	12,000.00	12,000.00	11,000.00		
1006450 60040	689.19	COPIER LEA 1,236.00	1,236.00	1,236.00	1,236.00		
TOTAL PARK AND RECREATION		265,534.82	254,026.00	257,529.00	227,209.00	213,500.00	.00
1007065 BUILDING OFFICIAL							
1007065 32210		BLDG LICPE 139,433.31	150,000.00	150,000.00	150,000.00	150,000.00	
1007065 34140	35.00	PRINT&DUPL .00	.00	.00	.00		
1007065 51110	36,119.01	SUPER.SAL. 51,353.00	51,353.00	52,765.00	52,765.00		
1007065 51301	27,676.77	F/T HOURLY 27,620.00	28,381.00	27,620.00	13,743.00		
1007065 55200	1,709.44	MILEAGE 2,100.00	2,100.00	2,500.00	2,100.00		
1007065 56100	114.18	POSTAGE 200.00	200.00	200.00	200.00		
1007065 56910	1,077.37	REF/TEXTS 200.00	200.00	700.00	700.00		
1007065 56950	65.00	MTG/DUES 200.00	200.00	200.00	200.00		
1007065 57100	1,053.93	OFF.SUPPL. 200.00	200.00	200.00	200.00		
TOTAL BUILDING OFFICIAL		207,284.01	231,873.00	232,634.00	234,185.00	219,908.00	.00
1007410 TOWN PLANNER							
1007410 32000	1,371.00	LIC & PERM 1,400.00	1,400.00	1,400.00	1,400.00		
1007410 34140	157.00	LD US PRIN 125.00	125.00	225.00	225.00		
1007410 34217	.00	LU FINES .00	.00	.00	.00		
1007410 51000	62,343.17	F/T SALARI 62,215.00	63,925.00	63,925.00	63,925.00		
1007410 51110	116,132.44	SUPER.SAL. 115,894.00	119,081.00	119,081.00	119,081.00		
1007410 51200	2,312.51	PART TIME 3,000.00	3,000.00	3,500.00	3,500.00		
1007410 51301	44,534.61	F/T HOURLY 46,060.00	48,076.00	48,076.00	48,076.00		
1007410 55200	451.82	MILEAGE 1,000.00	1,000.00	1,000.00	800.00		
1007410 55830	.00	SOFT.SUPPO 8,200.00	8,200.00	.00	8,200.00		

02/06/2018 16:36
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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 14
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 DEPT HEADS	2019 CAO	COMMENT
1007410 55860 COPIER CON	1,862.69	2,200.00	2,200.00	2,200.00	2,200.00	
1007410 56000 MARKETING	16,148.00	12,000.00	12,000.00	.00	12,000.00	
1007410 56100 POSTAGE	1,046.01	1,100.00	1,100.00	1,100.00	1,100.00	
1007410 56910 REF/TEXTS	82.79	300.00	300.00	300.00	300.00	
1007410 56950 MTG/DUES	2,734.50	3,765.00	3,765.00	3,625.00	3,625.00	
1007410 57100 OFF.SUPPL.	757.77	1,300.00	1,300.00	1,300.00	1,300.00	
1007410 57200 PRINTING	.00	.00	.00	.00	.00	
1007410 57220 MAPPING	4,525.14	3,800.00	3,800.00	3,800.00	3,800.00	
1007410 57500 ADVERTISIN	4,109.00	3,000.00	3,000.00	3,500.00	3,500.00	
1007410 57600 COMP.SUPPL	857.79	850.00	850.00	1,350.00	850.00	
1007410 60040 COPIER LEA	3,527.66	2,400.00	2,400.00	2,400.00	2,400.00	
TOTAL TOWN PLANNER	262,953.90	268,609.00	275,522.00	256,782.00	276,282.00	.00
1007430 ZONING COMMISSION						
1007430 32000 ZC LIC/PMT	2,700.00	2,500.00	2,500.00	3,000.00	3,000.00	
1007430 34129 ZONG REGUL	.00	.00	.00	.00	.00	
1007430 34131 ZONING APP	7,050.00	5,500.00	5,500.00	6,000.00	6,000.00	
1007430 34134 AQUIFER	300.00	400.00	400.00	400.00	400.00	
TOTAL ZONING COMMISSION	10,050.00	8,400.00	8,400.00	9,400.00	9,400.00	.00
1007431 PLANNING COMMISSION						
1007431 34130 PLAN APPLI	100.00	800.00	800.00	600.00	600.00	
TOTAL PLANNING COMMISSION	100.00	800.00	800.00	600.00	600.00	.00
1007432 ZONING BOARD OF APPEALS						
1007432 34132 ZBA APPEAL	375.00	300.00	300.00	700.00	700.00	
TOTAL ZONING BOARD OF APPEAL	375.00	300.00	300.00	700.00	700.00	.00
1007570 INLAND WETLAND AGENCY						
1007570 34133 INLAND WET	1,400.00	1,500.00	1,500.00	2,500.00	2,500.00	
TOTAL INLAND WETLAND AGENCY	1,400.00	1,500.00	1,500.00	2,500.00	2,500.00	.00
1008130 INSURANCE						
1008130 52000 PRO.CASUL.	146,489.85	151,106.00	151,106.00	155,533.00	155,533.00	
1008130 52010 WORK.COMP.	111,809.26	122,998.00	122,998.00	137,296.00	137,296.00	
1008130 52030 UNEMPLOY.	231.00	2,500.00	2,500.00	2,500.00	2,500.00	
1008130 53560 REC.EXPENS	6,985.04	4,000.00	4,000.00	4,000.00	4,000.00	
TOTAL INSURANCE	265,515.15	280,604.00	280,604.00	299,329.00	299,329.00	.00
1009141 EMPLOYEE BENEFITS & INSURANCE						
1009141 51670 EE LEAVE L	9,622.07	.00	.00	.00	.00	

02/06/2018 16:36
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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 15
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:			2017	2018	2018	2019	2019	
GENERAL FUND			ACTUAL	ORIG BUD	REVISED BUD	DEPT HEADS	CAO	COMMENT
1009141	52110	LIFE INS.	7,493.88	7,800.00	7,800.00	7,800.00	7,800.00	
1009141	52120	MEDICAL IN	694,444.84	743,501.00	743,501.00	813,591.00	813,591.00	
1009141	52130	SEC125 ADM	777.41	800.00	800.00	800.00	800.00	
1009141	52140	LTD & ADD	7,620.93	7,920.00	7,920.00	7,920.00	7,920.00	
1009141	52145	HEART&HYPE	44,414.00	43,576.00	43,576.00	43,576.00	43,576.00	
1009141	52300	PENSION	860,463.77	917,003.00	917,003.00	966,077.00	966,077.00	
1009141	52400	F.I.C.A.	340,395.32	345,482.00	345,482.00	375,000.00	387,403.86	
1009141	56820	EAP	2,943.00	3,000.00	3,000.00	3,000.00	3,000.00	
TOTAL EMPLOYEE BENEFITS & IN			1,968,175.22	2,069,082.00	2,069,082.00	2,217,764.00	2,230,167.86	.00
1010320	LIBRARY							
1010320	34140	LIB PRNT	2,094.57	2,704.00	2,704.00	2,704.00	2,704.00	
1010320	34760	LIBRARY IN	9,824.16	10,500.00	10,500.00	10,500.00	10,500.00	
1010320	51110	SUPER.SAL.	83,970.03	83,649.00	85,949.00	85,949.00	85,949.00	
1010320	51200	PART TIME	179,617.19	159,064.00	159,064.00	163,451.00	163,451.00	
1010320	51300	F/T SALARY	202,202.20	250,569.00	256,109.00	256,109.00	256,109.00	
1010320	53110	COMP.HARD.	1,021.27	1,000.00	1,000.00	1,000.00	1,000.00	
1010320	53120	COMP.SOFT.	970.00	1,300.00	1,300.00	.00	.00	
1010320	55200	MILEAGE	730.82	800.00	800.00	800.00	800.00	
1010320	55800	DEPT EQUIP	1,333.67	800.00	800.00	800.00	800.00	
1010320	55830	SOFT.SUPPO	.00	410.00	410.00	410.00	410.00	
1010320	55860	COPIER CON	701.78	550.00	550.00	550.00	550.00	
1010320	56100	POSTAGE	185.92	210.00	210.00	210.00	210.00	
1010320	56950	MTG/DUES	1,341.95	1,442.00	1,442.00	1,683.00	1,683.00	
1010320	57100	OFF.SUPPL.	5,004.91	5,100.00	5,100.00	5,100.00	5,100.00	
1010320	57310	ELECT.SERV	28,903.40	29,658.00	29,658.00	29,658.00	29,658.00	
1010320	57320	PUBLICATIO	76,242.03	72,000.00	72,000.00	73,500.00	72,000.00	
1010320	57600	COMP.SUPPL	937.15	1,200.00	1,200.00	1,000.00	1,000.00	
1010320	57800	TRAIN/EDUC	1,150.00	1,100.00	1,100.00	1,600.00	1,400.00	
1010320	59010	PROGRAMS	5,034.43	3,500.00	3,500.00	3,500.00	3,500.00	
1010320	60040	COPIER LEA	1,246.64	1,400.00	1,400.00	1,400.00	1,400.00	
TOTAL LIBRARY			602,512.12	626,956.00	634,796.00	639,924.00	638,224.00	.00
1011590	CIP/CAPITAL & NonRECURRING							
1011590	59150	CIP	1,236,834.45	1,037,966.00	1,431,420.83	2,681,255.00	994,140.00	
TOTAL CIP/CAPITAL & NonRECUR			1,236,834.45	1,037,966.00	1,431,420.83	2,681,255.00	994,140.00	.00
TOTAL GENERAL FUND			44,198,731.36	45,184,364.00	45,577,818.83	13,577,575.17	12,009,492.86	.00
GRAND TOTAL			44,198,731.36	45,184,364.00	45,577,818.83	13,577,575.17	12,009,492.86	.00

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02/06/2018 16:49
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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR: EMERGENCY SERVICES - FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 DEPT HEADS	2019 CAO	COMMENT
3704162 EMERGENCY SERVICES - FUND						
3704162 51200 STIPENDS	5,245.83	13,250.00	13,250.00	13,250.00	13,250.00	
3704162 51210 FIN.SERV.	12,057.76	12,302.00	12,302.00	12,302.00	13,628.00	
3704162 51230 PAY / CALL	12,159.95	23,320.00	23,320.00	16,000.00	21,000.00	
3704162 51301 F/T HOURLY	.00	.00	.00	.00	10,308.00	
3704162 52000 INS EMS	18,336.27	17,988.00	17,988.00	18,400.00	18,650.00	
3704162 52200 FR.BENEFIT	15,189.00	16,000.00	16,000.00	16,000.00	18,302.00	
3704162 52400 F.I.C.A.	2,209.77	5,000.00	5,000.00	3,500.00	4,500.00	
3704162 53000 EQUIP.PURC	9,639.35	12,000.00	12,000.00	15,000.00	13,000.00	
3704162 53100 COMP.EQUIP	6,109.00	3,100.00	3,100.00	3,100.00	3,100.00	
3704162 53400 BILL SRVCS	14,950.44	15,855.00	15,855.00	15,855.00	15,855.00	
3704162 53500 C-MED	8,567.91	8,890.00	8,890.00	8,890.00	9,209.00	
3704162 54200 VEHIC.FUEL	4,419.31	9,000.00	9,000.00	7,000.00	7,000.00	
3704162 55010 VEH.MAINT.	11,932.09	14,000.00	14,000.00	12,000.00	12,000.00	
3704162 55020 RADIO MAIN	.00	500.00	500.00	500.00	500.00	
3704162 55030 EQUIP.MAIN	8,304.20	5,500.00	5,500.00	10,000.00	10,000.00	
3704162 55100 MAIN/CLEAN	5,825.18	5,700.00	5,700.00	5,700.00	5,700.00	
3704162 55500 LIGHT/POWE	3,596.93	3,200.00	3,200.00	3,800.00	3,800.00	
3704162 55830 SOFT.SUPPO	8,047.51	7,000.00	7,000.00	6,710.00	8,185.00	
3704162 56200 TELEPHONE	878.87	500.00	500.00	500.00	500.00	
3704162 56205 CELL PHONE	1,150.70	1,500.00	1,500.00	2,200.00	2,200.00	
3704162 56340 CABLE/WEB	444.38	600.00	600.00	600.00	600.00	
3704162 56500 FUEL/HEAT	2,953.74	3,000.00	3,000.00	3,000.00	3,000.00	
3704162 56750 WATER	241.04	450.00	450.00	450.00	450.00	
3704162 56760 SEWER USE	175.00	415.00	415.00	415.00	200.00	
3704162 56800 FIRST AID	65,843.48	60,000.00	60,000.00	60,000.00	60,000.00	
3704162 57100 OFF.SUPPL.	958.36	600.00	600.00	600.00	600.00	
3704162 57550 RECRUITMNT	267.57	1,000.00	1,000.00	1,000.00	1,000.00	
3704162 57800 TRAIN/EDUC	11,928.46	12,500.00	12,500.00	12,500.00	12,500.00	
3704162 59100 CONTRACT S	347,799.96	357,111.00	357,111.00	378,611.00	369,000.00	
3704162 59980 RETENTION	2,648.07	4,500.00	4,500.00	3,000.00	3,000.00	
TOTAL EMERGENCY SERVICES - F	581,880.13	614,781.00	614,781.00	630,883.00	641,037.00	.00
TOTAL EMERGENCY SERVICES - F	581,880.13	614,781.00	614,781.00	630,883.00	641,037.00	.00
GRAND TOTAL	581,880.13	614,781.00	614,781.00	630,883.00	641,037.00	.00

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02/06/2018 16:50
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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR: DPW - TRANSFER STATION	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 DEPT HEADS	2019 CAO	COMMENT
1300290 DPW -TRANSFER STATION						
1300290 51200 PART TIME	9,781.39	10,733.00	10,733.00	11,024.00	11,024.00	
1300290 51304 F/T NAGE	28,003.85	34,195.00	34,195.00	35,929.00	35,056.00	
1300290 51400 OVERTIME	493.30	500.00	500.00	500.00	500.00	
1300290 52400 F.I.C.A.	2,870.89	3,475.00	3,475.00	3,500.00	3,500.00	
1300290 55000 REP/MAINT	1,864.79	3,000.00	3,000.00	3,000.00	1,250.00	
1300290 55500 LIGHT/POWE	2,695.13	3,100.00	3,100.00	2,800.00	2,800.00	
1300290 56340 CABLE/WEB	1,065.23	1,067.00	1,067.00	1,067.00	1,067.00	
1300290 56750 WATER	149.91	300.00	300.00	200.00	200.00	
1300290 56950 MTG/DUES	1,687.53	400.00	400.00	400.00	400.00	
1300290 57100 OFF SUPPLY	735.84	800.00	800.00	800.00	800.00	
1300290 59425 C CRD FEES	536.56	450.00	450.00	550.00	550.00	
1300290 59920 PERMIT FEE	.00	800.00	800.00	800.00	800.00	
1300290 59960 HAULING	43,498.08	44,000.00	44,000.00	44,000.00	44,000.00	
1300290 59970 TIPPING FE	107,913.32	110,800.00	110,800.00	115,556.00	108,056.00	
TOTAL DPW -TRANSFER STATION	201,295.82	213,620.00	213,620.00	220,126.00	210,003.00	.00
TOTAL DPW - TRANSFER STATION	201,295.82	213,620.00	213,620.00	220,126.00	210,003.00	.00
GRAND TOTAL	201,295.82	213,620.00	213,620.00	220,126.00	210,003.00	.00

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02/06/2018 16:47
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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 1
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:	2017	2018	2018	2019	2019	
PARK & RECREATION REVENUE FUND	ACTUAL	ORIG BUD	REVISED BUD	DEPT HEADS	CAO	COMMENT
2100045 PARK & RECREATION REVENUE FUND						
2100045 51000 F/T SALARI	11,022.83	15,739.00	15,739.00	10,128.00	16,172.00	
2100045 51110 SUPER.SAL.	10,465.40	11,500.00	11,500.00	16,287.00	11,817.00	
2100045 51150 P/T SEASON	58,011.70	60,000.00	60,000.00	79,577.00	69,737.00	
2100045 51200 PART TIME	15,451.64	27,000.00	27,000.00	32,760.00	27,898.00	
2100045 51210 FIN.SERV.	12,057.76	12,302.00	12,302.00	15,603.25	13,628.00	
2100045 52200 FR.BENEFIT	2,627.00	3,436.00	3,436.00	4,893.00	4,893.00	
2100045 52400 F.I.C.A.	8,025.70	8,851.00	8,851.00	10,615.00	10,615.00	
2100045 55830 SOFT.SUPPO	5,980.79	6,070.00	6,070.00	6,300.00	6,300.00	
2100045 56440 SPEC.EVENT	.00	9,900.00	9,900.00	.00	9,900.00	
2100045 56950 MTG/DUES	413.00	400.00	400.00	400.00	400.00	
2100045 57200 PRINTING	.00	100.00	100.00	100.00	100.00	
2100045 57360 MATER/SUPP	464.41	1,500.00	1,500.00	1,500.00	1,500.00	
2100045 59010 PROGRAMS	123,049.17	130,000.00	130,000.00	130,000.00	130,000.00	
2100045 59425 C CRD FEES	6,876.70	7,500.00	7,500.00	7,500.00	7,500.00	
2100045 59920 LIC FEE	341.00	340.00	340.00	340.00	340.00	
TOTAL PARK & RECREATION REVE	254,787.10	294,638.00	294,638.00	316,003.25	310,800.00	.00
TOTAL PARK & RECREATION REVE	254,787.10	294,638.00	294,638.00	316,003.25	310,800.00	.00
GRAND TOTAL	254,787.10	294,638.00	294,638.00	316,003.25	310,800.00	.00

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02/06/2018 16:51
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TOWN OF CANTON
NEXT YEAR BUDGET COMPARISON REPORT

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:	2017	2018	2018	2019	2019	
WATER POLLUTION CONTROL AUTHOR	ACTUAL	ORIG BUD	REVISED BUD	DEPT HEADS	CAO	COMMENT
2400031 WATER POLLUTION CONTROL AUTHOR						
2400031 51110 SUPER.SAL.	185,022.04	184,170.00	184,170.00	189,483.00	189,483.00	
2400031 51210 FIN.SERV.	32,362.56	32,789.00	32,789.00	35,667.00	35,667.00	
2400031 51304 F/T NAGE	101,871.07	112,278.00	112,278.00	116,126.00	116,126.00	
2400031 51400 OVERTIME	11,460.37	12,767.00	12,767.00	13,463.00	13,463.00	
2400031 52000 PRO.CASUL.	7,467.88	8,139.00	8,139.00	8,216.00	8,216.00	
2400031 52200 FR.BENEFIT	90,689.24	94,233.00	94,233.00	142,222.00	142,222.00	
2400031 52220 LEGAL FEES	.00	5,000.00	5,000.00	5,000.00	5,000.00	
2400031 52400 F.I.C.A.	24,137.88	26,872.00	26,872.00	27,750.00	27,750.00	
2400031 54200 VEHIC.FUEL	897.28	1,300.00	1,300.00	1,300.00	1,300.00	
2400031 55000 REP/MAINT	12,199.35	12,000.00	12,000.00	12,000.00	12,000.00	
2400031 55030 EQUIP.MAIN	3,305.12	3,130.00	3,130.00	3,130.00	3,130.00	
2400031 55100 MAIN/CLEAN	12,031.55	12,000.00	12,000.00	12,000.00	12,000.00	
2400031 55120 MANHOLE	915.60	2,000.00	2,000.00	1,500.00	1,500.00	
2400031 55150 TOX.TESTS	7,883.00	8,500.00	8,500.00	8,800.00	8,800.00	
2400031 55160 LABORATORY	2,800.51	2,700.00	2,700.00	3,000.00	3,000.00	
2400031 55200 MILEAGE	265.19	500.00	500.00	500.00	500.00	
2400031 55500 LIGHT/POWE	65,728.19	72,500.00	72,500.00	72,500.00	72,500.00	
2400031 55830 SOFT.SUPPO	5,566.57	5,810.00	5,810.00	6,000.00	6,000.00	
2400031 56100 POSTAGE	1,251.07	1,200.00	1,200.00	1,300.00	1,300.00	
2400031 56200 TELEPHONE	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00	
2400031 56205 CELL PHONE	2,189.49	2,250.00	2,250.00	2,400.00	2,400.00	
2400031 56500 FUEL/HEAT	3,894.89	9,300.00	9,300.00	8,300.00	8,300.00	
2400031 56700 UNIFORMS	2,272.65	3,100.00	3,100.00	3,100.00	3,100.00	
2400031 56750 WATER	480.67	500.00	500.00	500.00	500.00	
2400031 56760 SEWER USE	350.00	350.00	350.00	350.00	385.00	
2400031 56950 MTG/DUES	1,025.00	1,000.00	1,000.00	1,000.00	1,000.00	
2400031 57100 OFF.SUPPL.	1,215.77	1,300.00	1,300.00	1,300.00	1,300.00	
2400031 57400 PURC.MAJOR	37,063.94	30,000.00	30,000.00	30,000.00	30,000.00	
2400031 57500 ADVERTISIN	98.61	500.00	500.00	500.00	500.00	
2400031 58400 CHEMICALS	4,294.60	5,000.00	5,000.00	5,000.00	5,000.00	
2400031 58700 ENGINEERIN	26,285.79	25,000.00	25,000.00	25,000.00	25,000.00	
2400031 58701 PRJCT ENG	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	
2400031 58710 AUDITOR	3,800.00	4,200.00	4,200.00	4,250.00	4,250.00	
2400031 59100 DEPT.EXP.	.00	10,000.00	10,000.00	8,000.00	8,000.00	
2400031 59210 FARM.USE	50,493.40	41,000.00	41,000.00	18,000.00	18,000.00	
2400031 59220 NPDS PERM.	1,722.50	1,723.00	1,723.00	1,723.00	1,723.00	
2400031 59230 FLUSHING	3,426.21	6,500.00	6,500.00	6,500.00	6,500.00	
2400031 59240 SLUDGE/GRI	56,714.30	57,000.00	57,000.00	63,200.00	63,200.00	
2400031 59250 NITROG CRD	16,418.00	30,000.00	30,000.00	25,000.00	25,000.00	
TOTAL WATER POLLUTION CONTRO	785,000.29	834,011.00	834,011.00	871,480.00	871,515.00	.00
TOTAL WATER POLLUTION CONTRO	785,000.29	834,011.00	834,011.00	871,480.00	871,515.00	.00
GRAND TOTAL	785,000.29	834,011.00	834,011.00	871,480.00	871,515.00	.00

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TOWN OF CANTON
CAO PROPOSED
FISCAL YEAR 2018-2019 BUDGET

GENERAL GOVERNMENT

1010	Board of Selectmen
1020	Chief Administrative Officer
1030	Elections
1050	Probate Court
1100	Town Counsel
1110	Town Clerk
1585	Contingency
1901	Information Technologies

GENERAL GOVERNMENT BOARD OF SELECTMEN – 1010

EXPLANATION

Pursuant to the Town Charter, the Board of Selectmen is comprised of the First Selectman and four Selectmen who serve as the governing body of the Town. The Board of Selectmen sets policy and authorizes action on all matters pertaining to the Town's administration (except matters related to the Board of Education). The Board also appoints the Chief Administrative Officer, certain Department Heads and Town Counsel, approves ordinances, accepts public roads and improvements and accepts gifts on behalf of the Town and disposes of Town property.

BUDGET CHANGES AND COMMENTARY

- First Selectman's Salary: The First Selectman's salary remains at \$15,000.
- Dues and Memberships: Cost of membership in regional agencies. Includes \$200 to fund cost of Selectmen attending meetings and conferences.

Organization	Description	FY 16-17 Dues	FY 17-18 Dues	FY 18-19 Dues
Capital Region Conference of Governments (CRCOG)	Regional planning organization that services 29 municipalities within Greater Hartford Region	9,753	9849	9957
Connecticut Council of Small Towns (COST)	Statewide lobbying and collaborative organization focused upon small towns with a population of less than 30,000	925	925	953
Connecticut Conference of Municipalities (CCM)	Organization that provides assistance to CT municipalities	5,689	5689	5860
Other	Costs of attending various meetings and conferences	200	200	200

- Newsletter: Funds the costs related to the production of the "All About Canton" newsletter. The newsletter is now being published by the Valley Press. The cost of the newsletter is partially off-set by revenues from advertisements purchased by local businesses.
- Printing: Funds cost of printing the Annual Report. Cost increased in anticipation of changing the format of the report to a more user friendly calendar style report.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
First Selectman	\$15,000	.4	.4	.4	

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1001010	BOARD OF SELECTMEN							
1001010	51120 SEL. SALARY	14,999.92	14,999.92	14,999.92	8,942.26	15,000.00	15,000.00	.0%
1001010	56950 MTG/DUES	16,789.72	16,342.16	16,416.83	16,608.00	16,663.00	16,970.00	1.8%
1001010	57200 PRINTING	1,063.50	799.39	765.05	800.00	800.00	1,200.00	50.0%
1001010	57500 ADVERTISIN	1,033.69	716.37	729.60	109.78	900.00	800.00	-11.1%
1001010	59900 MISC.	500.00	27.50	.00	.00	.00	.00	.0%
1001010	60050 NEWSLETTER	10,649.21	11,440.72	9,920.00	11,200.00	11,200.00	10,000.00	-10.7%
	TOTAL BOARD OF SELECTMEN	45,036.04	44,326.06	42,831.40	37,660.04	44,563.00	43,970.00	-1.3%
	TOTAL GENERAL FUND	45,036.04	44,326.06	42,831.40	37,660.04	44,563.00	43,970.00	-1.3%
	GRAND TOTAL	45,036.04	44,326.06	42,831.40	37,660.04	44,563.00	43,970.00	-1.3%

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GENERAL GOVERNMENT CHIEF ADMINISTRATIVE OFFICER – 1020

EXPLANATION

The Chief Administrative Officer (CAO), appointed by the Board of Selectmen, serves as the Town’s CAO and is responsible for the overall management of all Town departments. Under the provisions of the Charter, the CAO serves as Personnel Director and Purchasing Agent. As such, the CAO is charged with executing and carrying out ordinances, resolutions, policies and actions voted by the Board of Selectmen or the Town Meeting, keeping the Board of Selectmen fully advised as to the Town’s general and financial condition and recommending a preliminary Annual Budget to the Board of Selectmen.

BUDGET CHANGES AND COMMENTARY

- Full Time Salary: This account funds the salary of the Executive Assistant
- Supervisor Salary: Amount represents current CAO salary. CAO contract expires on July 6, 2020.
- Part Time: Includes cost of 25 hour a week CAO Clerk.
- Postal Rental: Cost of renting the postage meter used by Town Hall staff. Amount decreased as a result of a new lease.
- Mileage: Mileage includes \$2,400 mileage reimbursement for CAO pursuant to CAO’s contract and reimbursement for other department personnel use of private vehicle pursuant to IRS guidelines.
- Postage: Reflects cost of P.O. Box Permit fee and miscellaneous mailings.
- Medical Doctor: Provides funding for physicals and other testing required for new hires and mandatory drug and alcohol testing required to maintain commercial driver’s licenses. Line also includes mandatory hearing testing required by OSHA. Amount reduced based on trend. Amount increased because the Town now pays the cost of mandatory physicals for CDL licensing.
- Consultant: Pays for professional services including mandated DEEP storm water collection and analysis reporting, hydro licensing consultant, and engineering costs utilized by Public Works and the Land Use Department. Line item reduced due to budget constraints.
- Meetings and Dues: Pays for membership in ICMA (1,117), CTCMA (70) and conferences.
- Office Supplies: Provides funds for office supplies in the CAO office and bulk paper purchase for all departments.
- Postage Supplies: Amount reflects cost of various postage supplies
- Advertising: Utilized for all Town Hall job postings and bids. Reduced as a result of less ads being placed in print and greater utilization of electronic media.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Chief Administrative Officer (a)	143,834	1	1	1	
Executive Assistant	61,975	1	1	1	
CAO Clerk (.71 FTE)	25,948	.71	.71	.71	

(a) Salary is based on current contract which expires July 2020

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE	
1001020	CHIEF ADMINISTRATIVE OFFICER								
1001020	51000	F/T SALARI	57,378.03	59,299.76	60,438.46	35,754.16	61,975.00	61,975.00	.0%
1001020	51110	SUPER.SAL.	125,862.57	132,269.50	135,777.88	80,564.40	139,645.00	143,834.00	3.0%
1001020	51200	PART TIME	23,322.65	17,154.30	14,261.47	14,522.34	25,521.00	25,948.00	1.7%
1001020	53000	EQUIP.PURC	179.98	.00	168.99	.00	300.00	300.00	.0%
1001020	53700	POST.RENT.	1,790.76	1,790.76	1,841.76	1,325.31	1,800.00	1,660.00	-7.8%
1001020	55200	MILEAGE	2,424.15	2,412.96	2,413.82	.00	2,500.00	2,500.00	.0%
1001020	55850	SAFETY	.00	.00	.00	.00	500.00	500.00	.0%
1001020	56100	POSTAGE	1,146.71	975.16	861.07	106.77	1,100.00	900.00	-18.2%
1001020	56820	MED.DOCTOR	4,526.50	2,237.50	1,821.00	1,248.00	2,500.00	3,000.00	20.0%
1001020	56920	CONSULTANT	16,090.00	12,911.57	11,150.00	450.00	9,000.00	7,000.00	-22.2%
1001020	56950	MTG/DUES	1,395.29	1,417.90	1,207.41	1,362.16	1,504.00	1,590.00	5.7%
1001020	57100	OFF.SUPPL.	2,403.49	3,557.73	3,067.18	1,234.43	3,400.00	3,400.00	.0%
1001020	57105	POSTG SPLS	124.50	650.00	342.75	241.00	500.00	500.00	.0%
1001020	57500	ADVERTISIN	1,243.86	.00	1,695.79	150.00	2,000.00	1,200.00	-40.0%
1001020	57600	COMP.SUPPL	34.00	65.89	62.71	.00	400.00	300.00	-25.0%
	TOTAL CHIEF ADMINISTRATIVE O	237,922.49	234,743.03	235,110.29	136,958.57	252,645.00	254,607.00		.8%
	TOTAL GENERAL FUND	237,922.49	234,743.03	235,110.29	136,958.57	252,645.00	254,607.00		.8%
	GRAND TOTAL	237,922.49	234,743.03	235,110.29	136,958.57	252,645.00	254,607.00		.8%

** END OF REPORT - Generated by Elisa Michell **

GENERAL GOVERNMENT ELECTIONS – 1030

EXPLANATION

Pursuant to Connecticut General Statutes, the Registrar of Voters maintains records of all registered, inactive and moved electors. The Registrar of Voters also provide for (a) the maintenance and inspection of all Town voting machines; (b) holding special voter making sessions; (c) supervising the conduct of all Elections, Primaries, Special Referenda; and (d) annual mandated canvass that must be completed by May 31st of each year.

Costs are reduced this year because the budget is based on one municipal election that will require less staffing.

BUDGET CHANGES AND COMMENTARY

- The budget provides for one general election. Any additional election activity outside of those listed herein, including any election audit, may require supplemental appropriations.
- Registrar Stipend: Annual stipend of \$8,500 paid to the Registrars. This was increased to make the stipend more competitive with registrars in similar town and to reflect the additional responsibilities placed on the registrars.
- Deputy Registrar Stipend: Provides funding in the amount of \$3,000 per Deputy Registrar for performance of duties during fiscal year.
- Election Workers: Funds paid to poll workers to assist on Election Day. Amount reduced because there is only one local election planned for fiscal year 2017/2018. The amount for the fiscal 2016/2017 includes cost of manning a presidential election.
- Repair/Maintenance: Cost of maintaining voting machines, including maintenance agreements on 3 tabulators, Voter Checklist annual contract and one new memory card and UPS power backup system.
- Mileage: Cost of reimbursing election staff for use of private vehicle to attend seminars, training, etc.; reimbursement is at the IRS rate. Mileage decreased because certain mandatory training has been completed.
- Postage: Provides for all other postage related needs and includes cost of canvassing.
- Meals: Meals provided to election workers on election days.
- Meetings/ Dues: Funds for association dues, training and conferences. Reduced because mandatory state training has been completed.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Registrars (2PT)	8,500	8,500	8,500	8,500	
Deputy Registrar (2PT)	3,000	3,000	3,000	3,000	
Election Workers (PT-various)	1,200	1,200	4,400	3,500	

02/07/2018 09:28
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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1001030	ELECTIONS							
1001030	51130	REGIST.SAL	13,999.96	15,961.42	15,999.88	10,115.29	17,000.00	17,000.00 .0%
1001030	51140	DEPUTY SAL	4,999.80	5,980.53	5,999.77	3,576.77	6,000.00	6,000.00 .0%
1001030	52020	ELECT.WRKS	1,646.00	2,487.50	2,932.07	1,627.50	1,200.00	3,500.00 191.7%
1001030	55000	REP/MAINT	1,199.00	1,435.00	985.00	1,200.00	1,225.00	1,350.00 10.2%
1001030	55200	MILEAGE	191.90	296.59	275.89	102.19	200.00	250.00 25.0%
1001030	56090	CANVASSING	.00	.00	60.00	72.00	75.00	75.00 .0%
1001030	56100	POSTAGE	509.38	389.19	970.18	148.58	500.00	625.00 25.0%
1001030	56720	MEALS	251.22	.00	.00	100.00	100.00	300.00 200.0%
1001030	56950	MTG/DUES	1,225.00	3,090.00	2,695.00	800.00	1,600.00	1,600.00 .0%
1001030	57100	OFF.SUPPL.	95.00	312.42	1,002.68	252.00	400.00	400.00 .0%
	TOTAL ELECTIONS		24,117.26	29,952.65	30,920.47	17,994.33	28,300.00	31,100.00 9.9%
	TOTAL GENERAL FUND		24,117.26	29,952.65	30,920.47	17,994.33	28,300.00	31,100.00 9.9%
	GRAND TOTAL		24,117.26	29,952.65	30,920.47	17,994.33	28,300.00	31,100.00 9.9%

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GENERAL GOVERNMENT PROBATE COURT – 1050

EXPLANATION

In accordance with Connecticut General Statutes, the Probate Court provides for the legal matters within its purview for Farmington Valley residents. Pursuant to state mandate, the Probate Court was regionalized on January 1, 2011. The regional court consists of the Towns of Avon, Canton, Granby and Simsbury and is located in the Simsbury Town Hall. The fee is created on the cost of maintaining the regional Probate Court for the next fiscal year. The proportional costs are based on the population of each of the towns.

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1001050	PROBATE COURT							
1001050	59100 DEPT.EXP.	2,719.00	2,719.00	2,675.00	4,403.00	3,444.00	3,547.00	3.0%
	TOTAL PROBATE COURT	2,719.00	2,719.00	2,675.00	4,403.00	3,444.00	3,547.00	3.0%
	TOTAL GENERAL FUND	2,719.00	2,719.00	2,675.00	4,403.00	3,444.00	3,547.00	3.0%
	GRAND TOTAL	2,719.00	2,719.00	2,675.00	4,403.00	3,444.00	3,547.00	3.0%

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GENERAL GOVERNMENT TOWN COUNSEL – 1100

EXPLANATION

The Town Counsel, appointed by the Board of Selectmen, serves as the legal advisor to the Board, Chief Administrative Officer and all Commissions, Boards, Departments and Offices of the Town. The Town Counsel represents the Town in any action or proceeding in which the Town or any commission, Board, Department or office is a party or has an interest; and in all litigation including but not limited to appeals from the decisions of regulatory boards and commissions, suits for the enforcement of zoning regulations, payment of tax liens, and defense of the Town in damage suits.

BUDGET CHANGES AND COMMENTARY

- Retainer: In December 2015, the Board of Selectmen retained the services of Murtha Cullina LLP through an hourly retainer agreement to represent the town on labor and employment issues. Also in December 2015, the Board of Selectmen retained Halloran & Sage through an hourly retainer agreement for all other legal matters. The hourly rate for Murtha Cullina LLP is \$240 and the hourly rate for Halloran & Sage is \$175 for general counsel and \$185 for land use issues. Funds can also be used for other firms in specialized areas or where there is a conflict.
- The budget has been divided into three categories; General, Labor and Land Use.
- The amount budgeted for legal services have been reduced based on historical trend of utilizing less legal fees.

ACCOUNT #	ACCOUNT TITLE	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
1001100 52160	General	23,000	20,000	20,000	
1001100 52170	Labor	17,000	15,000	15,000	
1001100 52210	Land Use	20,000	18,000	18,000	
	GRAND TOTAL	60,000	53,000	53,000	

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1001100	TOWN COUNSEL							
1001100	52160	GENERAL	19,907.47	16,523.99	15,305.10	26,378.69	23,000.00	20,000.00 -13.0%
1001100	52170	LABOR	8,157.70	2,584.04	9,893.92	17,000.00	17,000.00	15,000.00 -11.8%
1001100	52210	LAND USE	20,495.75	15,570.92	11,947.54	14,009.81	20,000.00	18,000.00 -10.0%
	TOTAL TOWN COUNSEL		48,560.92	34,678.95	37,146.56	57,388.50	60,000.00	53,000.00 -11.7%
	TOTAL GENERAL FUND		48,560.92	34,678.95	37,146.56	57,388.50	60,000.00	53,000.00 -11.7%
	GRAND TOTAL		48,560.92	34,678.95	37,146.56	57,388.50	60,000.00	53,000.00 -11.7%

** END OF REPORT - Generated by Elisa Michell **

GENERAL GOVERNMENT TOWN CLERK - 1110

EXPLANATION

The office of the Town Clerk operates in accordance with the Connecticut General Statutes, Town Charter and Code of Ordinances. The Office interacts with State of Connecticut departments and agencies, records documents, maintains and preserves permanent and historical records and responds to inquiries from the public. The Town Clerk, responsible for the preparation and conduct of elections in cooperation with the Registrar of Voters, also issues various licenses and permits and acts as Registrar of Vital Statistics. Town Clerk also maintains the Town's social media communications on the town web page, Facebook and Twitter and assists in communications during times of emergency.

BUDGET CHANGES AND COMMENTARY

- Supervisor Salary: Salary for Town Clerk.
- Part-Time: Reflects amount paid to the Assistant Town Clerk and temporary assistance during busy periods. Additional hours for the Assistant Town Clerk are also budgeted to cover office times when the Town Clerk is not available.
- Copier Contract: Cost of maintenance and toner for new copier machine. Maintenance costs have decreased due to new contract.
- Vital Statistics: Funds utilized to maintain vital statistics; decreased because the purchase of new binders is done every other year.
- Postage: Funds utilized to pay the postage for absentee ballots, return of land record documents and other miscellaneous items.
- Meetings/Dues: Includes cost of attending fall and spring Town Clerk Conferences and membership in the Hartford County Town Clerk Association, Ct. Town Clerk Association and the International Institute of Municipal Clerks.
- Cell Phone: Town Clerk also functions as the town's information officer during special and emergency events. As part of this process she frequently utilizes her cell phone when she is out of the office.
- Printing Ballots: Amount reflects the cost of election supplies including ballots and coding the election machines. Sufficient funds are budgeted to purchase ballots for 88% of eligible voters. Increased because there is an anticipated primary, especially in the Governor's election.
- Advertising: Cost of posting legal notices for town meetings, elections and conventions.
- Indexing: Reflects costs of Contractual monthly service fee (9,540); Audit fee (2,000); Dog system annual fee (200); Film storage (600); Binders and Paper (1,120); General code (1,200).
- Copier Lease: Cost of leasing copier for the Town Clerk's Office.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Town Clerk	72,056	1	1	1	
Assistant Town Clerk (PT)	35,224	.71	.71	.71	
Seasonal Clerk (PT)	344	32 hours	32 hours	32 hours	

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE	
1001110	TOWN CLERK								
1001110	51110	SUPER.SAL.	66,753.17	68,894.95	70,271.12	41,570.22	72,056.00	72,056.00	.0%
1001110	51200	PART TIME	23,346.93	32,261.92	34,204.07	20,367.69	34,616.00	35,568.00	2.8%
1001110	51301	FT HOURLY	7,793.11	.00	.00	.00	.00	.00	.0%
1001110	55200	MILEAGE	267.86	199.13	65.34	.00	275.00	275.00	.0%
1001110	55860	COPIER CON	299.96	247.47	410.61	49.33	525.00	200.00	-61.9%
1001110	55950	VITAL STAT	132.00	693.44	90.95	.00	615.00	165.00	-73.2%
1001110	56100	POSTAGE	1,233.65	1,378.33	1,640.75	507.62	1,272.00	1,272.00	.0%
1001110	56205	CELL PHONE	480.00	480.00	480.00	280.00	480.00	480.00	.0%
1001110	56950	MTG/DUES	757.53	615.39	500.00	358.72	735.00	735.00	.0%
1001110	57100	OFF.SUPPL.	1,145.73	887.52	1,007.52	140.80	990.00	910.00	-8.1%
1001110	57200	BALLOTS	4,886.66	6,377.78	3,045.93	2,579.96	3,300.00	6,600.00	100.0%
1001110	57500	ADVERTISIN	954.32	1,243.81	452.81	320.14	950.00	950.00	.0%
1001110	57600	COMP.SUPPL	703.07	399.32	676.94	475.96	840.00	840.00	.0%
1001110	57700	PHOTO/BIND	104.00	174.85	113.97	.00	250.00	250.00	.0%
1001110	57900	MICRO/INDE	17,550.65	19,075.28	12,194.76	11,260.93	14,660.00	14,660.00	.0%
1001110	60040	COPY LEASE	882.48	882.48	621.74	544.25	900.00	933.00	3.7%
	TOTAL TOWN CLERK		127,291.12	133,811.67	125,776.51	78,455.62	132,464.00	135,894.00	2.6%
	TOTAL GENERAL FUND		127,291.12	133,811.67	125,776.51	78,455.62	132,464.00	135,894.00	2.6%
	GRAND TOTAL		127,291.12	133,811.67	125,776.51	78,455.62	132,464.00	135,894.00	2.6%

** END OF REPORT - Generated by Elisa Michell **

GENERAL GOVERNMENT CONTINGENCY – 1585

EXPLANATION

This program provides the budgetary flexibility for wage/salary increases that have not yet been awarded. An amount equal to 2.75% of the Non-Union Full-time employee's wages has been budgeted.

02/07/2018 09:31
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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1001585 CONTINGENCY							
1001585 59914 WAGE INC	.00	.00	.00	.00	.00	46,713.00	.0%
TOTAL CONTINGENCY	.00	.00	.00	.00	.00	46,713.00	.0%
TOTAL GENERAL FUND	.00	.00	.00	.00	.00	46,713.00	.0%
GRAND TOTAL	.00	.00	.00	.00	.00	46,713.00	.0%

** END OF REPORT - Generated by Elisa Michell **

GENERAL GOVERNMENT INFORMATION TECHNOLOGIES – 1901

EXPLANATION

The Information Technologies program provides for the management, acquisition, maintenance, operation, planning for and security of information technology systems utilized by Town Departments. The Town replaces computers on a six year rotational basis or as needed.

The Town currently provides for its Information Technology services through the use of a consultant who works on average 15 hours per week and 10 hours per week provided by the Technical Support Specialist which is part of full time position that is shared with the Library.

Most Departments' technology requirements have been merged into the Information Technology Department. Some specialized software, such as the Police NexGen system or the Tax Collector's Quality Data software remains in their Department's budget.

BUDGET CHANGES AND COMMENTARY

- F/T Salary: Cost of Technical Support Specialist position which is a shared employee with the Canton Library.
- Computer Equipment Purchase: Funds expenses associated with the acquisition of hardware including computers, printers, modems and switches for all Town Departments. Computers are replaced on a six year rotational basis or as needed. Amount decreased because a significant amount of desk top computers were purchased at the end of the last fiscal year and the beginning of this fiscal year. Most of the new purchases will be laptops.
- Computer Software Support: Funds expenses associated with items necessary to support software within Town Hall including anti spam and certain licensing requirements. Increased to cover extension of VOIP Phone software maintenance contract for six months.
- Computer Hardware Support: This line item funds long term warranties for Town servers and repair of other equipment.
- Cable/ Web: Funds expenses associated with internet connectivity, website maintenance and website development. Increased due to QSCEND (Town Web Site Hosting) costs rose \$1,200 in order to fund additional security.
- Consultant: Funds IT Server consultant at \$70 per hour for 60 hours per month. The hourly rate remains the same as the previous year. Decreased \$1,000 because additional amount for specialized consulting services was removed.
- VOIP/WAN – Funds the cost of the five year lease payments for the Verizon fiber optic / VOIP phone program. This is partially offset by reductions in phone costs in individual departments.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Technical Support Specialist	\$15,525	.29	.29	.29	

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE	
1001901	INFORMATION TECHNOLOGIES								
1001901	51300	F/T SALARY	11,298.28	14,496.43	14,900.16	8,798.84	15,252.00	15,252.00	.0%
1001901	53100	HARD PURCH	16,117.08	13,793.96	23,738.11	16,735.04	21,200.00	14,950.00	-29.5%
1001901	53120	SOFT.PURCH	870.75	814.23	1,514.68	.00	1,000.00	1,000.00	.0%
1001901	55000	IT REP/MNT	.00	675.00	.00	.00	.00	.00	.0%
1001901	55200	MILEAGE	83.77	.00	.00	.00	100.00	100.00	.0%
1001901	55830	SOFT SUPRT	1,966.40	4,000.99	13,254.20	7,362.44	8,650.00	10,950.00	26.6%
1001901	55840	HARD SUPRT	1,148.80	4,503.00	434.46	3,756.51	3,600.00	5,600.00	55.6%
1001901	56340	CABLE/WEB	5,793.43	7,727.82	7,838.18	7,042.40	7,420.00	9,235.00	24.5%
1001901	56920	CONSULTANT	56,350.98	51,357.65	50,505.00	25,900.00	51,400.00	50,400.00	-1.9%
1001901	60030	VOIP/WAN	10,954.18	31,640.23	30,500.46	17,594.08	32,000.00	32,000.00	.0%
	TOTAL INFORMATION TECHNOLOGI		104,583.67	129,009.31	142,685.25	87,189.31	140,622.00	139,487.00	-.8%
	TOTAL GENERAL FUND		104,583.67	129,009.31	142,685.25	87,189.31	140,622.00	139,487.00	-.8%
	GRAND TOTAL		104,583.67	129,009.31	142,685.25	87,189.31	140,622.00	139,487.00	-.8%

** END OF REPORT - Generated by Elisa Michell **

TOWN OF CANTON

CAO PROPOSED FISCAL YEAR 2018-2019 BUDGET

FINANCE

2060	Assessment
2080	Tax Collector
2090	Finance Officer

FINANCE ASSESSMENT – 2060

EXPLANATION

The primary duty of the Assessor is to determine the value of all taxable and tax exempt Real Estate and Personal Property for the purpose of equitable tax distribution throughout the Town of Canton. The Grand List consists of real estate parcels, commercial personal property accounts and taxable motor vehicles. Real Estate property is assessed at 70% of a base year of value established on the October 1, 2013 revaluation. Commercial Personal Property and Motor Vehicles are assessed at 70% annually. The new revaluation for Real Estate will occur in 2018 for the grand list of 2018. The cost of revaluation required by statute every five (5) years is located in the Board of Finance budget. The office is also responsible for assisting special service programs by annually updating elderly, blind, special assessment adjustments for veterans and disabled exemptions for Canton taxpayers. The Assessment services are now provided by a six hour a week part-time Assessor. Field work, such as valuating new construction, is performed by an outside service (Quality Data).

The Board of Assessment Appeals budget section has been combined with the Assessment Department. The budget includes funding for personal property audits. The audits will verify the accuracy of personal property declarations that are filed with the Town. Increasing the accuracy of claimed personal property will lead to a larger grand list which should offset the cost of the audits.

BUDGET CHANGES AND COMMENTARY

- Part-Time hourly: Funds will be used to compensate a six hour a week Assessor at an amount of 51.38 per hour. Line item also funds meeting clerks for the Board of Assessment Appeals meetings.
- Full -Time Hourly: Cost of compensating the Assessment Technician.
- Purchased Services: Cost of paying QDS to perform field work assessments and cost of personal property audits.
- Mileage: Based on IRS rate. Mileage was reduced because Town staff will be performing less field work.
- Software Support: Reflects costs of web hosting, Assessor Software (QDS) and E-Quality CAMA software support and licensing.
- Meetings and Dues: Includes Assessor School training for Assessment Technician and allows Assessor to be a member of the Hartford Area Assessor Organization.
- Office Supplies: Includes cost of special paper for street cards and general office supplies.
- Grand List: Cost of printing and binding grand list. Reduced because less paper copies are needed due to the availability of electronic copies.
- Mapping: Cost of producing the Assessor's maps and updating the GIS maps. The cost of the GIS program is funded through the Assessor Department and the Land Use Department. The Assessor funds the cost of updates to the GIS maps and the Land Use Department funds the cost of hosting the GIS system on a third party website which makes it more "user friendly" and available to the public.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Assessor	16,031	.17	.17	.17	
Assessment Technician	52,732	1	1	1	

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1002060	ASSESSMENT							
1002060	51200							
	PART TIME	.00	.00	13,807.83	3,371.13	16,100.00	16,031.00	-.4%
1002060	51301	53,918.92	46,891.13	50,317.07	30,133.90	52,232.00	52,732.00	1.0%
	F/T HOURLY							
1002060	53305	.00	.00	.00	742.00	4,730.00	4,730.00	.0%
	PURCH SERV							
1002060	55200	1,067.75	1,229.43	310.58	27.18	700.00	550.00	-21.4%
	MILEAGE							
1002060	55830	9,937.63	10,040.00	12,250.00	12,700.00	12,250.00	13,150.00	7.3%
	SOFT.SUPPO							
1002060	56100	583.02	819.70	1,182.10	386.94	1,035.00	1,100.00	6.3%
	POSTAGE							
1002060	56910	454.95	405.00	370.00	.00	500.00	530.00	6.0%
	REF/TEXTS							
1002060	56920	55,932.00	55,488.00	.00	.00	.00	.00	.0%
	CONSULTANT							
1002060	56930	.00	.00	4,000.00	.00	.00	.00	.0%
	APPRAISALS							
1002060	56950	.00	698.30	886.15	120.00	1,125.00	1,125.00	.0%
	MTG/DUES							
1002060	57100	900.51	266.71	590.50	112.73	600.00	600.00	.0%
	OFF.SUPPL.							
1002060	57200	525.43	473.52	728.77	469.50	691.00	691.00	.0%
	PRINTING							
1002060	57210	600.00	1,050.00	600.00	600.00	1,050.00	600.00	-42.9%
	GRAND LIST							
1002060	57220	3,200.00	.00	3,250.00	.00	3,200.00	3,200.00	.0%
	MAPPING							
1002060	57500	.00	.00	.00	.00	100.00	100.00	.0%
	ADVERTISIN							
1002060	57600	535.86	131.99	92.30	.00	400.00	400.00	.0%
	COMP.SUPPL							
	TOTAL ASSESSMENT	127,656.07	117,493.78	88,385.30	48,663.38	94,713.00	95,539.00	.9%
	TOTAL GENERAL FUND	127,656.07	117,493.78	88,385.30	48,663.38	94,713.00	95,539.00	.9%
	GRAND TOTAL	127,656.07	117,493.78	88,385.30	48,663.38	94,713.00	95,539.00	.9%

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FINANCE TAX COLLECTOR - 2080

EXPLANATION

The office of the Tax Collector operates in accordance with the Connecticut General Statutes (§12-130 et seq.) to collect, process and deposit property taxes. This office is the central repository of revenue for all Town Departments and is also responsible for the collection of parking violation fines and other assessments. The Collector must enforce payment of delinquent taxes as required by Connecticut General Statutes, using recommended collection methods. The office maintains accurate collection records and controls, secures the maximum collection of revenue due the Town and safeguards the collected revenues.

BUDGET CHANGES AND COMMENTARY

- Supervisor Salary: Salary for Tax Collector.
- Part-Time: 16.75 hours a week Tax Clerk position. There are additional hours for covering while the Tax Collector is on vacation, etc. and during tax payment periods in July and January. The line item will also compensate temporary assistance in the absence of the Tax Clerk.
- Collection Services: Cost of QSearch which allows for tax bills to be searchable online so that attorneys, title searchers and residents can find tax information. Reduced because DMV searching service is no longer being used.
- Mileage: Reimbursement for use of personal vehicle pursuant to IRS regulations.
- Postage: Funds utilized to mail tax bills and delinquent notices. Decreased based on trend.
- Meetings/Dues: Amount reflects membership costs in regional Tax Collector Associations, seminars for the Tax Collector. Amount decreased because the new Tax Collector will not be taking Assessor classes.
- Business Forms: Funds paid to QDS to process, print, fold and mail tax bills. Amount increased to pay for additional envelopes.
- Binding Books: Will now be done by Quality Data at a reduced rate.
- Advertising: Cost of statutorily required legal ads.
- Computer Supplies: Cost of toner for printer.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Tax Collector (a)	63,568	1	1	1	
Assistant Clerk (b)	24,884	.48	.48	.48	

(a) 90% is derived from Tax (57,211); 10% is derived from WPCA (6,357); amount indicated is 100%

(b) 90% is derived from Tax (22,396); 10% is derived from the WPCA (2,489); amount indicated is 100%

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE	
1002080	TAX COLLECTOR								
1002080	51110	SUPER.SAL.	47,496.01	52,260.45	55,135.96	33,006.10	57,211.00	57,211.00	.0%
1002080	51200	PART TIME	18,491.37	19,945.02	19,910.49	12,693.87	22,872.00	23,548.00	3.0%
1002080	52100	BONDS	284.00	.00	.00	.00	.00	.00	.0%
1002080	53400	COLL.SERV.	250.00	250.00	1,330.00	1,375.00	1,375.00	1,125.00	-18.2%
1002080	53401	STATE FEES	2,475.27	.00	.00	.00	.00	.00	.0%
1002080	55200	MILEAGE	171.44	604.91	442.26	190.46	540.00	450.00	-16.7%
1002080	56100	POSTAGE	10,521.61	6,906.41	7,155.02	2,229.71	7,000.00	6,706.00	-4.2%
1002080	56950	MTG/DUES	625.00	1,164.00	874.75	30.00	1,200.00	700.00	-41.7%
1002080	57100	OFF.SUPPL.	492.57	637.78	613.79	146.95	550.00	550.00	.0%
1002080	57110	BUS.FORMS	4,169.48	4,165.28	4,102.61	565.20	4,517.00	4,835.00	7.0%
1002080	57120	BIND.BOOKS	566.00	175.00	150.00	187.50	281.00	294.00	4.6%
1002080	57500	ADVERTISIN	297.71	266.14	253.37	133.89	350.00	350.00	.0%
1002080	57600	COMP.SUPPL	178.74	429.88	825.73	.00	330.00	220.00	-33.3%
	TOTAL TAX COLLECTOR		86,019.20	86,804.87	90,793.98	50,558.68	96,226.00	95,989.00	-.2%
	TOTAL GENERAL FUND		86,019.20	86,804.87	90,793.98	50,558.68	96,226.00	95,989.00	-.2%
	GRAND TOTAL		86,019.20	86,804.87	90,793.98	50,558.68	96,226.00	95,989.00	-.2%

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FINANCE FINANCE OFFICER / TREASURER - 2090

EXPLANATION

The cost of this Department is increasing significantly as it transitions to a Combined Finance Department which will oversee both the Board of Education (herein collectively referred to as "Town") Finance functions. Part of the additional costs is the result of two full time positions currently employed by the Board of Education which will be transferring to the Town. Overall the Combined Department should result in financial savings and efficiencies.

Under the policy direction of the Board of Finance and administrative supervision of the Chief Administrative Officer, the Finance Officer/ Treasurer has the responsibility of administering the Town's finances and accounting for all Town funds. The Finance Officer oversees aspects of the Town's Employee Benefits program and the Town's investments, and is involved in Revenue and Cash Management and Debt Management. The Finance Officer also helps develop and administer the Town's overall Budget.

BUDGET CHANGES AND COMMENTARY

- Supervisor Salary: Compensation for the Finance Officer/Treasurer. Increased to represent the additional responsibilities of the Combined Finance Department.
- Full-Time Salary: This line item funds the Accountant position. This line item increased because the Accounting position will no longer be shared with the Board of Education. Also increased \$7,825 in order to compensate the Accountant for additional responsibilities.
- Part-Time Hourly: This line item funds the part-time Accounting Clerk position that assists the Accountant with clerical responsibilities and the Finance Clerk that performs payroll functions. The Finance Clerk hours have been increased from 21 hours per week to 25 to in order to have sufficient time to process Board of Education payroll.
- Full-Time Hourly: Represents wages for the Financial Assistant Position, and the new positions of Payroll / Benefits Coordinator (\$65,000) and Accounts Payable (\$50,200).
- Computer Software: Annual cost of the maintenance agreement for the MUNIS Financial software and Quality Data Tax Department software. Annual MUNIS fee increased \$1,520.
- Copier Contract: The budgeted amount is for maintenance of the copier machine.
- Mileage: Reimbursement for use of personal vehicle pursuant to IRS regulations.
- Postage: Cost of mailing notices and bills in addition to bulk mail permit.
- Meetings/Dues: This includes training costs, CPA licensing, conferences and membership dues for the Government Finance Officers Association.
- Office Supplies: This includes general supplies to support the office in addition to cost of checks. This amount has been increased due to growth in the Department.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Finance Officer/Treasurer (a)	124,500	1	1	1	1
Accountant (b)	72,000	1	1	1	1
Financial Assistant (b)	50,141	1	1	1	1
Payroll Benefits Coordinator	65,000		1	1	
Accounts Payable	50,260		1	1	
Finance Clerk (b)	34,295	.60	.71	.71	.71
Accounting Clerk	21,677	.50	.50	.50	.50

a) Portions funded as follows: \$12,302 WPCA special revenue fund, \$6,151 EMS special revenue fund; and \$6,151 Recreation special revenue fund.

b) Portions funded as follows: 10% WPCA special revenue fund; 5% EMS special revenue fund; 5% Recreation special revenue fund.

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE	
1002090	FINANCE OFFICER								
1002090	51000	F/T SALARI	18,625.45	18,731.50	18,870.39	13,608.62	19,253.00	59,165.00	207.3%
1002090	51110	SUPER.SAL.	76,319.44	78,857.70	80,373.64	59,778.61	82,284.00	99,897.00	21.4%
1002090	51200	PART TIME	33,599.37	39,220.74	43,338.80	26,491.57	44,170.00	45,398.00	2.8%
1002090	51301	F/T HOURLY	37,156.16	38,479.86	39,105.26	23,141.91	40,113.00	160,851.00	301.0%
1002090	51400	OVERTIME	.00	133.34	267.60	110.20	.00	350.00	.0%
1002090	55200	MILEAGE	409.23	470.90	866.80	752.75	775.00	775.00	.0%
1002090	55830	SOFT.SUPPO	29,608.99	31,161.05	32,602.60	34,111.24	34,130.00	35,650.00	4.5%
1002090	55860	COPIER CON	322.73	330.62	214.83	79.40	360.00	180.00	-50.0%
1002090	56100	POSTAGE	1,912.53	1,766.45	1,623.45	767.88	1,900.00	1,900.00	.0%
1002090	56950	MTG/DUES	3,260.23	2,778.33	2,622.70	2,106.34	3,000.00	2,975.00	-.8%
1002090	57100	OFF.SUPPL.	3,276.03	1,594.26	1,916.62	1,143.70	2,500.00	3,250.00	30.0%
1002090	57600	COMP.SUPPL	329.89	.00	191.29	102.79	400.00	400.00	.0%
	TOTAL FINANCE OFFICER		204,820.05	213,524.75	221,993.98	162,195.01	228,885.00	410,791.00	79.5%
	TOTAL GENERAL FUND		204,820.05	213,524.75	221,993.98	162,195.01	228,885.00	410,791.00	79.5%
	GRAND TOTAL		204,820.05	213,524.75	221,993.98	162,195.01	228,885.00	410,791.00	79.5%

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TOWN OF CANTON
FINAL PROPOSED
FISCAL YEAR 2018-2019 BUDGET

PUBLIC SAFETY

3170	Police Department – Administration
3171	Police Department – Patrol
3172	Police Department – Detective
3173	Police Department – Communications/ Dispatch
3174	Police Department – Vehicle Maintenance
3175	Police Department – Animal Control
3179	Police Department - Facilities
4157	Service Incentive
4158	Fire Services
4162	Emergency Services
4440	Fire Marshal

PUBLIC SAFETY

PD – ADMINISTRATION - 3170

EXPLANATION

Under the policy direction of the Board of Selectmen and administrative direction of the Chief Administrative Officer, the Canton Police Department is responsible for the protection and welfare of its citizens; the protection of property; the prevention, deterrence and investigation of crime and criminal behavior; the apprehension and successful prosecution of offenders; the investigation of motor vehicle accidents; violations of motor vehicle law and the issuance of Motor Vehicle Infractions and Summons; the investigation of juvenile matters and referrals to juvenile authority when necessary.

The Police Administration, under the supervision and direction of the Chief of Police, is responsible for proper officer scheduling; purchasing office equipment and consumables; vehicles, weapons, clothing and the maintenance thereof; mandated training of department personnel as required by law; applying for and overseeing various Federal and State grants; and establishing and maintaining various programs that are necessary for department operations.

The Police Chief also functions as the Emergency Management Director.

BUDGET CHANGES AND COMMENTARY

- Full-Time: Salary for the Chief and Captain.
- Part-Time: Reflects general wage increase for Crossing Guard (2 hours per day, 180 days per year).
- Over-Time: Additional hours to be utilized by the Police Chief's Administrative Assistant.
- Office Maintenance: Funds the repair and maintenance of office equipment including automated finger print identification system "AFIS" (\$2,850) and a paper shredding service (\$240). Amount reduced because savings were created by paying certain charges in advance.
- Software Support: This funds the NexGen Service Agreement.
- Cell Phones: Provides funding for cell phones for both the Chief and Captain; \$40 each per month.
- Regional Program: Provides funding for various regional special services units including Emergency Services, Hostage Negotiations and Accident Reconstruction.
- Uniforms: Provides new uniforms and cleaning for Chief and Captain. Also includes \$200 for equipment replacement.
- Medical Doctor: Funds medical evaluations new police officers. Reduced based on trend due to the fact that there has been limited turnover in the Department.
- Meetings/Dues: Costs associated with memberships to regional and national police organizations, including Capital Region Police Chief's Association (2,500) and the Connecticut Police Chief's Association (600).
- Training: The Chief and Captain receive the required certification training and additional training through the Connecticut Police Chiefs Association (CPCA). Costs are associated with training, seminars, classes and conferences for the administration are covered in this line item. Reduced based on trend.
- Office Supplies: Includes items such as general office supplies (2,000), toner (500), paper (400) and flags (150).
- Expense Department: Provides funding for blanket cleaning, prisoner meals, community relations; and parking stakes/signs.
- Emergency Management: Funds costs associated with emergency supplies including for the CERT Team and membership in the Emergency Management Association.
- Leased Equipment: Cost of leasing the Voice Recorder (\$5,724) and copier Machine (\$2,376).

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Chief of Police	128,671	1	1	1	1
Captain	102,853	1	1	1	1
Chief's Administrative Asst.	52,542	1	1	1	1
Crossing Guard (PT-Seasonal)	4,043	.20	.20	.20	.20

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE	
1003170	POLICE DEPT - ADMIN								
1003170	51110	SUPER.SAL.	211,363.56	221,861.80	226,195.86	133,572.57	231,526.00	231,526.00	.0%
1003170	51200	PART TIME	3,671.90	3,749.20	3,851.43	1,978.33	3,935.00	4,043.00	2.7%
1003170	51301	F/T HOURLY	48,355.53	50,219.27	51,303.90	30,312.52	52,542.00	52,542.00	.0%
1003170	51400	OT-ADMIN	1,194.95	246.16	688.36	252.61	1,200.00	600.00	-50.0%
1003170	51495	PRIVATEDUTY	.00	.00	.00	688.28	.00	.00	.0%
1003170	53120	COMP.SOFT.	868.20	.00	.00	.00	.00	.00	.0%
1003170	55810	OFF.MAINT.	3,117.50	3,244.00	1,582.05	140.00	3,500.00	3,050.00	-12.9%
1003170	55830	SOFT.SUPPO	12,650.00	13,300.00	14,065.00	17,430.18	14,100.00	14,065.00	-.2%
1003170	55860	COPIER CON	792.92	1,010.45	1,298.98	654.19	1,260.00	1,300.00	3.2%
1003170	56100	POSTAGE	650.34	993.70	474.12	231.67	800.00	800.00	.0%
1003170	56205	CELL PHONE	959.77	919.77	959.76	439.89	960.00	960.00	.0%
1003170	56240	REG PROG.	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	.0%
1003170	56700	UNIFORMS	1,757.37	1,666.84	1,906.64	758.33	2,000.00	2,000.00	.0%
1003170	56820	MED.DOCTOR	375.00	.00	.00	337.50	1,915.00	1,000.00	-47.8%
1003170	56950	MTG/DUES	2,345.44	3,843.39	3,777.35	3,765.67	3,720.00	3,720.00	.0%
1003170	56951	TRAINING	1,547.80	.00	.00	40.00	2,000.00	1,500.00	-25.0%
1003170	57100	OFF.SUPPL.	3,562.38	4,361.68	2,392.14	1,454.46	3,050.00	3,050.00	.0%
1003170	57430	LEASE/PURC	476.36	.00	.00	.00	.00	.00	.0%
1003170	59910	EXP.PERSON	848.00	231.50	273.17	133.07	700.00	400.00	-42.9%
1003170	59920	EXP. DEPT.	2,109.13	2,127.29	2,406.57	1,500.25	2,000.00	2,000.00	.0%
1003170	60000	EMERG MGMT	.00	794.96	1,004.58	291.52	1,050.00	1,050.00	.0%
1003170	60040	LEASED EQU	9,017.17	9,012.64	9,054.58	9,108.41	8,892.00	8,100.00	-8.9%
	TOTAL POLICE DEPT - ADMIN		310,663.32	322,582.65	326,234.49	208,089.45	340,150.00	336,706.00	-1.0%
	TOTAL GENERAL FUND		310,663.32	322,582.65	326,234.49	208,089.45	340,150.00	336,706.00	-1.0%
	GRAND TOTAL		310,663.32	322,582.65	326,234.49	208,089.45	340,150.00	336,706.00	-1.0%

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PUBLIC SAFETY

PD – PATROL - 3171

EXPLANATION

The Patrol Division is authorized to have four (4) Sergeants and eight (8) Patrol Officers who provide basic patrol coverage 24 hours a day, seven (7) days a week. The cost of regular time and overtime is included in the budget and is calculated from planned staffing and anticipated off-line time. The Police Chief requested that an additional Patrol Officer be added to the Department to cover long term absences (possibly resulting from retirements) and shifts where additional coverage would be beneficial. This proposal was not recommended due to limited funding.

BUDGET CHANGES AND COMMENTARY

- Full-Time AFSCME: The current Union contract expires on June 30, 2019. There is a 2.5% annual wage increase for every year of the contract.
- Holiday Benefits: Provides for funding of holiday pay to all officers for 13 holidays pursuant to the terms of officer’s union contract.
- Overtime: Provides funding for follow-up investigations, continuing investigations past regularly scheduled shifts, regional team member call outs, serious crime investigations, minimum staffing and ensuring, when appropriate, a Sergeant on duty.
- Education Incentive: Provides payments to officers based on college credits and degrees as required by the officer’s union contract.
- Department Equipment: Funds items such as radar certification, AED batteries, cones, parking signs, etc.
- Uniforms: Provides uniform allowance and cleaning allowance for 12 officers. Amount was reduced based on prior usage.
- Weapons/Ammunition: Reflects costs associated with training ammunition, duty ammunition, shotgun ammunition, less than lethal ammunition, taser cartridges, rifle ammunition and supplies.
- Training: Funds to maintain and enhance Police Officer training and maintain certification.
- Education: Contract requires payment for tuition (75%) for undergraduate degree provided proof of payment and successful completion of course with grade “C” or better. Maximum annual tuition reimbursement per officer is capped at \$5,000. Currently no Officer has indicated that they will be utilizing education reimbursement.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Sergeant (4)	95,959	4	4	4	
Patrol Officer (8)	82,826	8	9	8	

02/07/2018 09:36
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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1003171	POLICE DEPT - PATROL							
1003171	51303 F/T AFSCME	897,460.98	932,302.59	977,436.00	591,120.23	1,018,233.00	1,046,440.00	2.8%
1003171	51310 HBENAFSCME	53,093.81	51,415.76	53,762.40	38,401.92	47,150.00	48,446.00	2.7%
1003171	51400 OVERTIME	33,554.12	42,323.43	52,314.17	22,646.70	45,000.00	45,000.00	.0%
1003171	51660 ED. INCENT.	4,500.00	4,500.00	4,500.00	2,500.00	4,500.00	4,500.00	.0%
1003171	55800 DEPT EQUIP	4,273.76	3,941.19	4,790.55	770.74	4,337.00	4,237.00	-2.3%
1003171	56700 UNIFORMS	6,709.58	7,058.38	7,558.53	4,696.24	10,000.00	8,000.00	-20.0%
1003171	56710 WEAPONS/AM	2,893.25	6,036.26	6,002.86	2,588.63	5,868.00	5,868.00	.0%
1003171	56951 TRAINING	29.12	50.00	150.00	175.00	1,000.00	1,000.00	.0%
	TOTAL POLICE DEPT - PATROL	1,002,514.62	1,047,627.61	1,106,514.51	662,899.46	1,136,088.00	1,163,491.00	2.4%
	TOTAL GENERAL FUND	1,002,514.62	1,047,627.61	1,106,514.51	662,899.46	1,136,088.00	1,163,491.00	2.4%
	GRAND TOTAL	1,002,514.62	1,047,627.61	1,106,514.51	662,899.46	1,136,088.00	1,163,491.00	2.4%

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PUBLIC SAFETY

PD – DETECTIVE / INVESTIGATIONS - 3172

EXPLANATION

The Detective Unit, which consists of one (1) Detective, provides for original and follow-up investigation of all major crimes and complex crimes that require prolonged investigation or special training and expertise.

BUDGET CHANGES AND COMMENTARY

- Full-Time AFSCME: Detective is in the Police Bargaining Unit whose contract that expires on June 30, 2019. Pursuant to the contract, wages will increase annually 2.5% for every year of the contract.
- Holiday Benefits: Reflects funding for contractual holidays.
- Overtime: Projected overtime associated with major incidents; follow up investigations, continuing investigations beyond normally scheduled shifts and crime investigations. This line item is increased to provide additional hours for investigations.
- Education Incentive: Provides payments to officers based on college credits and degrees as required by the officer’s union contract.
- Cell Phone: Cost of providing the detective with a cell phone.
- Crime Lab Processing: Provides funding for supplies needed based on crime type, investigations and equipment needed or used throughout the year. Decreased due to trend.
- Uniforms: Provides funding for uniform allowance (\$500) and cleaning (\$508) for Detective.
- Training: Provides funding for additional training for Detective related to crime scene processing, computer forensics, evidence handling and similar matters.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Detective	87,469	1	1	1	

02/07/2018 09:42
emichell

TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND			PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1003172	POLICE DEPT - DETECTIVE								
1003172	51303	F/T AFSCME	79,185.55	82,702.10	83,561.77	49,224.00	85,335.00	87,469.00	2.5%
1003172	51310	HBENAFSCME	303.12	312.40	960.48	.00	979.00	1,005.00	2.7%
1003172	51400	OVERTIME	9,788.23	5,327.77	9,431.22	4,166.93	5,000.00	6,000.00	20.0%
1003172	51660	ED. INCENT.	750.00	750.00	750.00	.00	750.00	750.00	.0%
1003172	56205	CELL PHONE	386.32	416.79	410.93	278.71	420.00	420.00	.0%
1003172	56230	CRIME LAB.	1,024.72	432.07	1,934.46	491.65	1,200.00	1,200.00	.0%
1003172	56700	UNIFORMS	909.30	965.12	668.50	273.99	1,008.00	1,008.00	.0%
1003172	56951	TRAINING	.00	610.52	.00	325.00	500.00	500.00	.0%
	TOTAL POLICE DEPT - DETECTIV		92,347.24	91,516.77	97,717.36	54,760.28	95,192.00	98,352.00	3.3%
	TOTAL GENERAL FUND		92,347.24	91,516.77	97,717.36	54,760.28	95,192.00	98,352.00	3.3%
	GRAND TOTAL		92,347.24	91,516.77	97,717.36	54,760.28	95,192.00	98,352.00	3.3%

** END OF REPORT - Generated by Elisa Michell **

PUBLIC SAFETY**PD – DISPATCH / COMMUNICATIONS - 3173**EXPLANATION

The Communications Division, which is supported by four (4) full-time and various part-time Dispatchers, provides for the operation of the Public Safety Communications System serving Fire, Police and Emergency Medical Operations 24 hours a day, seven days a week. The Police Department requested that an additional Dispatcher be added to the Department (see keys issues in the appendix). Although the cost of the additional Dispatcher could reduce some current Part-Time hours and the use of overtime, there is insufficient funding to pay for the additional Dispatcher at this time.

BUDGET CHANGES AND COMMENTARY

- Part-Time: Provides funding for vacancies by full-time Dispatchers due to vacation, sick or injury leave, personal days, holidays, union activity leave and funeral days to be filled by part-time Dispatchers. Increased ten additional eight hour shifts based on prior years usage.
- Full-Time CILU: The Union contract expires on June 30, 2019. Wage increase will be 2.5% annually for every year of the contract.
- Holiday Benefits: Dispatchers are contractually provided thirteen (13) holidays. In the event the holiday falls on a regularly scheduled work day, Dispatchers are provided a premium.
- Overtime: Provides funding for overtime when there are vacancies or additional Dispatchers are needed. The amount was increased due to trend. Since there are only four full time dispatchers, long term absences can have
- Radio Maintenance: Provides funding for radio maintenance contract (3,833), radio repairs (4,893); tower rental contract (9,920) and uninterruptible power system (1,854).
- Uniforms: Provides funding for contractual uniform requirements such as replacement of existing uniforms.
- Training: Provides for additional Dispatcher training.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Dispatch/Supervisor (1)	63,814	1	1	1	
Dispatcher (2)	58,927	1	1	1	
Dispatcher (1)	53,864	1	1	1	
Dispatcher (1)	49,920		1		
Dispatcher (2) – PT	27.41 / hour	2	2		2
Dispatcher (1) – PT	24.70 / hour	1	1		1
Dispatcher (1) – PT	24.62 / hour	1	1		1
Dispatcher (1) – PT	25.42 / hour	1	1		1

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE	
1003173	POLICE DEPT - COMMUN/DISPATCH								
1003173	51200	PART TIME	14,187.16	15,440.06	23,317.07	8,236.06	15,365.00	15,765.00	2.6%
1003173	51302	F/T CILU	206,997.57	222,634.12	217,456.62	134,221.02	227,411.00	240,448.00	5.7%
1003173	51311	H.BEN.CILU	12,735.00	15,426.12	12,662.10	9,884.24	11,393.00	11,677.00	2.5%
1003173	51321	O/T DISPAT	39,296.52	34,954.27	49,280.95	21,983.32	36,900.00	40,000.00	8.4%
1003173	55020	RADIO MAIN	19,649.95	47,033.46	17,085.17	7,548.90	20,895.00	20,500.00	-1.9%
1003173	55200	MILEAGE	.00	.00	843.08	37.08	200.00	200.00	.0%
1003173	55800	DEPT EQUIP	.00	.00	.00	205.23	400.00	400.00	.0%
1003173	56250	COLLECT	343.00	.00	.00	.00	.00	.00	.0%
1003173	56700	UNIFORMS	2,112.40	996.00	2,106.00	1,421.72	1,680.00	1,680.00	.0%
1003173	56951	TRAINING	1,823.26	322.49	2,166.54	588.33	1,500.00	1,500.00	.0%
1003173	57800	EDUC REIMB	321.75	.00	.00	.00	.00	.00	.0%
	TOTAL POLICE DEPT - COMMUN/D		297,466.61	336,806.52	324,917.53	184,125.90	315,744.00	332,170.00	5.2%
	TOTAL GENERAL FUND		297,466.61	336,806.52	324,917.53	184,125.90	315,744.00	332,170.00	5.2%
	GRAND TOTAL		297,466.61	336,806.52	324,917.53	184,125.90	315,744.00	332,170.00	5.2%

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PUBLIC SAFETY

PD – VEHICLE MAINTENANCE - 3174

EXPLANATION

This program provides for the operation and maintenance of vehicles assigned to the Police Department.

BUDGET CHANGES AND COMMENTARY

- Tires: Provides funding for the acquisition of summer, winter and all terrain tires under the State contract. Reduced based on trend.
- Vehicle Fuel: Provides funding for vehicle fuel purchased through a cooperative bid sponsored by CRCOG. Reduced based on current year and last year's actual usage.
- Vehicle Maintenance: Provides for routine maintenance of ten (10) vehicles, including patrol vehicles, SUVs, Detective's car and the Administrator's vehicles. Funding is also provided for emergency light/siren repairs. A complete list of all Town vehicles is in the appendix under "Vehicle Roster".

02/07/2018 09:44
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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1003174 POLICE DEPT - VEHICLE MAINT							
1003174 54100 TIRES	4,079.99	3,783.12	2,386.72	.00	4,000.00	3,000.00	-25.0%
1003174 54200 VEHIC.FUEL	40,175.46	25,400.37	24,164.89	13,943.02	29,000.00	25,000.00	-13.8%
1003174 55010 VEH.MAINT.	11,177.70	15,870.01	16,922.69	4,791.87	16,500.00	16,500.00	.0%
TOTAL POLICE DEPT - VEHICLE	55,433.15	45,053.50	43,474.30	18,734.89	49,500.00	44,500.00	-10.1%
TOTAL GENERAL FUND	55,433.15	45,053.50	43,474.30	18,734.89	49,500.00	44,500.00	-10.1%
GRAND TOTAL	55,433.15	45,053.50	43,474.30	18,734.89	49,500.00	44,500.00	-10.1%

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PUBLIC SAFETY

PD – Animal Control- 3175

EXPLANATION

The Animal Control Officer is responsible for responding to citizen complaints regarding dogs. The Animal Control Officer is also responsible for making sure residents abide by licensing requirements for their dogs.

The Animal Control Officer is a part-time employee for the Town of Canton who is supervised by the Chief of Police. The costs associated with the Animal Control Officer van and animal shelter are shared with the Town of Avon through a regional sharing agreement. Some of the expenses are funded through revenues raised by license fees collected by the Town Clerk.

BUDGET CHANGES AND COMMENTARY

- Part-Time: Represents compensation paid to the part-time Animal Control Officer, approximately 7.5 hours per week at 32.70 per hour.
- Pound Maintenance: Dogs picked up in Canton are housed in Avon. This represents Canton's share of maintaining Avon's facility.
- Pound Supplies: Cost of dog food and other supplies. Increased so that some equipment can be purchased specifically for Canton.
- Meeting Dues: Cost of training and association memberships for the Animal Control Officer.
- Advertising: Cost of advertising abandoned or lost dogs.
- License State of CT: Funds owed to the state from the sale of dog licenses.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Animal Control Officer	12,330	.21	.21	.21	

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1003175	POLICE - ANIMAL CONTROL							
1003175	51200 PART TIME	675.00	9,630.00	11,587.50	7,750.77	12,000.00	12,330.00	2.8%
1003175	54543 ANIMAL C/O	7,499.30	.00	.00	.00	.00	.00	.0%
1003175	55700 POUND MAIN	1,762.84	1,517.90	1,533.19	.00	1,800.00	1,800.00	.0%
1003175	56900 POUND SUPP	456.91	406.10	268.75	.00	800.00	800.00	.0%
1003175	56950 MTG/DUES	12.54	49.25	10.75	.00	65.00	65.00	.0%
1003175	57500 ADVERTISIN	33.33	39.99	.00	.00	120.00	120.00	.0%
1003175	57950 LIC -ST CT	7,370.22	6,768.50	7,124.50	.00	7,400.00	7,400.00	.0%
1003175	59920 EXP. DEPT.	70.00	557.87	.00	.00	.00	.00	.0%
	TOTAL POLICE - ANIMAL CONTRO	17,880.14	18,969.61	20,524.69	7,750.77	22,185.00	22,515.00	1.5%
	TOTAL GENERAL FUND	17,880.14	18,969.61	20,524.69	7,750.77	22,185.00	22,515.00	1.5%
	GRAND TOTAL	17,880.14	18,969.61	20,524.69	7,750.77	22,185.00	22,515.00	1.5%

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PUBLIC SAFETY

PD – FACILITIES MAINTENANCE/GROUNDS - 3179

EXPLANATION

This program provides for the operation and maintenance of the Police Department facility.

Pursuant to a Town-wide energy audit, there were several energy efficiency improvements completed at the Police Department. They include retrofitting existing lights to LED and putting controls on the HVAC system. These improvements have been funded from a loan from the undesignated fund balance. The undesignated fund balance will be paid back through the savings in energy usage.

BUDGET CHANGES AND COMMENTARY

- Repairs Maintenance: There were no requests for significant maintenance projects this year.
- Maintenance/Cleaning: Provides funding for fire/building alarm and monitoring system, fire sprinkler inspection, generator maintenance, maintenance supplies and cleaning supplies. As opposed to the Repairs Maintenance line item this line item has mostly cleaning and contracted services.
- Heating/Cooling Repairs: Provides funding for repairs not covered under contract.
- HVAC Maintenance Contract: Cost of heating and cooling contract. New contract has been executed resulting in reduced costs.
- Electricity: Recent energy improvements should reduce long-term electrical costs.
- Telephone: Phones are now paid through the VIOP phone system in IT and the traditional analog phones are paid through the Town Hall phone account.
- Cable: Reflects costs associated with basic cable television service.
- Fuel/Heat: Provides for heating needs of facility (natural gas) and generator fuel. Actual usage should trend downward due to energy efficiency measures but can vary considerably based on outdoor temperature.
- Water: Provides for water needs associated with facility.
- Sewer: Cost of sewage use at the facility.

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emichell

TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1003179	POLICE DEPT - FACILITIES							
1003179	55100 MAIN/CLEAN	5,247.58	10,755.26	4,758.05	6,413.35	8,500.00	8,600.00	1.2%
1003179	55300 H/C REPAIR	3,359.75	1,455.91	3,786.57	3,148.42	4,000.00	4,000.00	.0%
1003179	55310 H/C CONTRA	1,320.00	1,320.00	1,320.00	2,428.81	1,320.00	1,120.00	-15.2%
1003179	55500 LIGHT/POWE	18,583.40	18,853.88	19,773.16	12,933.62	21,000.00	21,000.00	.0%
1003179	56340 CABLE/WEB	742.39	786.69	838.38	738.89	760.00	1,560.00	105.3%
1003179	56500 FUEL/HEAT	6,018.43	5,207.24	6,389.12	2,546.99	6,000.00	6,000.00	.0%
1003179	56750 WATER	1,240.62	1,325.66	1,382.37	717.94	1,300.00	1,300.00	.0%
1003179	56760 SEWER USE	350.00	350.00	350.00	350.00	355.00	385.00	8.5%
	TOTAL POLICE DEPT - FACILITI	36,862.17	40,054.64	38,597.65	29,278.02	43,235.00	43,965.00	1.7%
	TOTAL GENERAL FUND	36,862.17	40,054.64	38,597.65	29,278.02	43,235.00	43,965.00	1.7%
	GRAND TOTAL	36,862.17	40,054.64	38,597.65	29,278.02	43,235.00	43,965.00	1.7%

** END OF REPORT - Generated by Elisa Michell **

PUBLIC SAFETY FIRE SERVICES INCENTIVE - 4157

EXPLANATION

This program accounts for the Fire Service Incentive program which provides retirement benefits to volunteer firefighters. The original plan, established in 1990 as a defined benefit plan, provided \$10 per month in retirement benefits for each year of credited service to a maximum of 35 years of service or an actuarially determined lump sum distribution at normal retirement age (65). The program was amended in 2000 in order to provide a survivorship benefit to a spouse of a volunteer who dies between age 55 and retirement age.

For each volunteer who joined the Department on or after July 1, 1994, the Town contributes \$400 for each year of credited service. As with the Defined Benefit Plan, credited service is awarded by reaching minimum levels of training drills and actual calls for service and by participating in administrative duties or civic projects sponsored by the Fire Department/ EMS Service.

In December 2007, the Board of Selectmen created a Temporary Study Committee for the purpose of reviewing and recommending action items for the recruitment and retention of volunteers within the Fire/ EMS Service. The Committee rendered a report to the Board of Selectmen in January 2009. The report included recommendations for tax abatements, pay per call and stipends for Fire/ EMS Officers as additional incentives. The Board of Selectmen approved pay per call and stipend incentives and as part of the proposal the Board of Selectmen closed the Pension Plan to new personnel effective July 1, 2009.

02/07/2018 09:48
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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1004157	SERVICE INCENTIVE							
1004157	52050 FIRE DB/DC	33,900.00	23,785.00	25,820.00	26,310.00	26,310.00	27,539.00	4.7%
	TOTAL SERVICE INCENTIVE	33,900.00	23,785.00	25,820.00	26,310.00	26,310.00	27,539.00	4.7%
	TOTAL GENERAL FUND	33,900.00	23,785.00	25,820.00	26,310.00	26,310.00	27,539.00	4.7%
	GRAND TOTAL	33,900.00	23,785.00	25,820.00	26,310.00	26,310.00	27,539.00	4.7%

** END OF REPORT - Generated by Elisa Michell **

PUBLIC SAFETY FIRE DEPARTMENT - 4158

EXPLANATION

This program provides for the overall administration of the Canton Volunteer Fire Department which encompasses the following services: Firefighting, Fire Prevention, Fire Training, Maintenance, Operation, Public information and Community Relations programs and controlling and handling hazardous material incidents and training.

The Temporary Fire/EMS Facility Study Committee which began meeting in 2016 gave a report to the Board of Selectmen that recommended a new Fire Station be constructed in Collinsville. The proposal has been forwarded for additional review by the Permanent Municipal Building Committee (PMBC). For now most significant capital expenses (replacement of overhead doors, etc.) for the Collinsville Fire Station are on hold pending the outcome of the review and timetable for replacement of the station. If the station is not to be replaced or replacement delayed, there will need to be funds budgeted to begin repairs to the existing facility.

The Fire Department further requested that a paid fireman (employee) be hired to work the Monday through Friday day shift to assist with responses to fire calls. The proposal calls for the fireman to also be an EMT and be available to respond to medical calls. Last year the Department requested a paid Fire Chief. Previously the Board of Selectmen recommended that a part-time Administrator be hired for the Department (proposal was rejected by the Board of Finance). There does not appear to be a consensus on what is the best path forward for the Department. What there does appear to be a consensus on is that there are concerns with retention and recruitment, distribution of workload, the availability of volunteers to respond to daytime fire calls and finally, the ability of a volunteer Chief to handle the technical and administrative aspects of a modern Fire/EMS Department. These issues will not be solved through this budget process. It is recommended that a short term study committee, that includes Fire/EMS Department personnel, be formed to review the issues and render a report to the Board of Selectmen. If the recommendations are approved by the Board of Selectmen and require significant funding, the funding could come from a transfer from fund balance after approval by the Board of Finance and a Town Meeting.

For a number of years the Full-Time Building Technician was only budgeted for four hours of Fire Department administrative support although on average it was a much greater amount. This year the amount budgeted has been changed to 7.5 hours in the Fire Department and 7.5 hours in EMS Special Revenue Fund to reflect the actual usage.

BUDGET CHANGES AND COMMENTARY

- Stipends: Stipends are incentives given to certain fire department officials for volunteering their time. There are no recommended changes to the amount of stipends.
- Pay per Call: The amount of pay-per-call benefit for each Fire event (fire, training, etc.) is \$7. The amount has increased based on actual usage.
- Full-time Hourly: An existing Town Hall clerical position that provides support to the Fire Department. This budget for the support was increased to reflect the actual time being utilized by the Department.
- Equipment Purchase: Funds most the equipment used by the department including power tools, portable power, rescue jacks, portable radios, chainsaws, fire police gear and turnout gear. Significant items anticipated to be purchased is turnout gear (16,000) Cold Water Rescue Suits (6,000) Pagers and Radios (8,000). The line item also includes (6,000) to continue the purchase of Class B uniforms which include pants, polo shirt and sweatshirt for members to wear at public events, training and department events.
- Computer Purchase: No computer purchases are planned for next year.
- Service Awards: Funding to support costs of Service Awards within Fire/EMS.

- Tires: Reduced because fewer tires will be needed next year.
- Vehicle Fuel: Reduced based on prior years, and current year to date, fuel usage.
- Vehicle Maintenance: Funds preventative maintenance and repairs to the Fire Department fleet.
- Radio Maintenance: Cost of maintaining and repairing existing radios. Increased based on current trend. (Last year was \$3,953).
- Equipment Maintenance: Funds utilized to maintain and repair small motors/equipment not mounted on trucks.
- Maintenance/Cleaning: Cost of cleaning the Fire Stations including a cleaning contract for Collinsville Station and the North Canton Fire Station along with trash pickup service, generator maintenance, HVAC maintenance and general cleaning supplies.
- Software Support: This line pays ½ of the cost of the Target Solutions online training program (3,500) and other licensing fees including call notification application, ID tag software and website hosting.
- Telephone: Cost of phone service for all three stations. Telephone costs remained in the Fire Department budget because the North Canton and Spring Street Stations are not part of the Verizon VOIP phone system and there remains one fax/back up line remains at the Collinsville Station.
- Cell Phone: The Chief is the only individual supplied with a cell phone. The remaining costs are for “hot spot” cellular devices which are on most Fire Department apparatuses. These devices recently stopped working. The Department is currently reviewing less expensive options and that is the reason for the decrease in the line item.
- Cable/Web: Covers 50% of the cost of cable TV and internet services for Collinsville (other 50% is in EMS) and all of the costs for North Canton and Canton Springs Station. Increase due to a new internet line that is utilized by the DPW radio system at the North Canton Fire Station.
- Fuel/Heat: The cost of heating the three Fire Stations.
- Physicals: Provides cost of providing NFPA/OSHA required physicals.
- Meetings/ Dues: Funds membership to various professional groups and cost to attend meetings.
- Recruitment: Funds costs to produce handouts, purchase ad space and provide events to attract new recruits. Increased to support an effort by the Department to increase recruitment materials and Fire Department presence at events.
- Training/Education: Training for new members and maintenance of NFPA and OSHA training requirements; specialized rope/rescue classes and hazard material classes. Reduced based on trend.
- NFPA Compliance: Funds hose testing, ladder testing, SCBA testing, extinguisher hydro test, meter calibration and other testing. Reduced based on anticipated actual usage.
- Consumables: Reflects cost for such items as hazard material foam for oil, speedi dry and bottled water. Reduced based on actual usage.
- Retention: Reflects amount paid to support awards dinner and various supplies in support of volunteers. Increased to support additional and better Department events as a method of supporting department moral. Also will fund Class A uniforms (1,500) for new volunteers. Reduced based on actual usage.

PERSONNEL SUMMARY - STIPENDS

<u>Position(s)</u>	<u>Stipend</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Fire/ EMS Chief (1)(a)	10,000	5,000	5,000	5,000	5,000
Asst. Chief (1)	3,000	3,000	3,000	3,000	3,000
Deputy Chiefs (1)	2,000	2,000	2,000	2,000	2,000
Captains (4)	1,000	4,000	4,000	4,000	4,000
Lieutenants (1)	500	500	500	500	500
Safety Officer(1)(a)	1,000	500	500	500	500
Public Relations Officer (1)	500	250	250	250	250
Fire Police Captain (1)	00	00	00	00	00
Chief Engineers (1)	1,000	1,000	1,000	1,000	1,000
Engineer(2)	500	1,000	1,000	1,000	1,000
Fire Dept. Clerk (Building Technician) (b) (budgeted at 7.5 hours per week)	<u>Salary</u> 10,308	5,292	10,308	10,308	10,308

(a) ½ of stipend is paid through the EMS budget;

(b) Fire Dept. Clerk position is shared with the Fire Marshals Office and the Building Dept. – Total salary for position is 41,231

02/07/2018 09:49
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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1004158	FIRE SERVICES							
1004158	51200	9,449.88	10,667.96	14,474.95	2,461.44	17,250.00	17,250.00	.0%
1004158	51230	24,270.40	17,972.50	18,415.00	11,298.00	21,536.00	24,500.00	13.8%
1004158	51301	4,899.45	5,060.44	5,160.20	3,052.63	5,292.00	10,308.00	94.8%
1004158	53000	47,456.90	52,268.61	46,564.80	35,506.61	50,000.00	50,000.00	.0%
1004158	53100	4,278.62	759.98	699.99	.00	.00	.00	.0%
1004158	53630	1,866.67	.00	1,372.38	.00	1,800.00	1,800.00	.0%
1004158	54100	7,644.64	288.95	5,186.88	210.00	3,500.00	500.00	-85.7%
1004158	54200	8,158.77	5,191.43	4,728.76	2,963.50	6,500.00	5,500.00	-15.4%
1004158	55010	50,607.26	61,806.81	49,292.24	38,309.82	50,000.00	50,000.00	.0%
1004158	55020	5,508.14	2,707.36	3,953.44	1,921.31	1,500.00	2,500.00	66.7%
1004158	55030	4,380.25	3,382.31	4,922.82	2,097.59	3,500.00	3,500.00	.0%
1004158	55100	21,827.20	14,786.81	18,132.49	9,279.98	19,000.00	19,000.00	.0%
1004158	55500	15,515.47	14,297.21	17,527.42	11,809.71	15,500.00	16,000.00	3.2%
1004158	55830	834.88	479.97	4,208.08	627.63	4,000.00	4,650.00	16.3%
1004158	56200	3,239.22	2,762.24	2,270.84	873.64	2,880.00	2,000.00	-30.6%
1004158	56205	4,406.86	4,109.71	3,681.38	323.50	4,280.00	3,400.00	-20.6%
1004158	56340	2,812.80	2,624.65	2,726.11	1,745.13	1,900.00	3,168.00	66.7%
1004158	56500	12,997.53	10,345.76	11,494.56	5,051.91	11,500.00	11,500.00	.0%
1004158	56750	328.48	210.77	241.02	124.00	600.00	300.00	-50.0%
1004158	56760	763.20	175.00	175.00	175.00	764.00	200.00	-73.8%
1004158	56820	9,111.61	11,156.00	11,990.00	9,033.00	12,350.00	12,350.00	.0%
1004158	56950	1,009.00	790.00	675.00	854.00	1,200.00	900.00	-25.0%
1004158	57100	532.58	364.64	554.04	.00	450.00	500.00	11.1%
1004158	57550	.00	223.33	672.38	303.18	1,500.00	1,500.00	.0%
1004158	57800	10,572.46	12,957.92	7,549.51	1,460.70	14,000.00	10,000.00	-28.6%
1004158	59930	16,057.20	13,311.40	14,361.90	8,150.47	16,000.00	13,800.00	-13.8%
1004158	59950	1,507.30	747.40	980.98	.00	2,850.00	2,100.00	-26.3%
1004158	59980	2,693.55	1,520.83	4,704.14	4,355.59	8,000.00	6,500.00	-18.8%
	TOTAL FIRE SERVICES	272,730.32	250,969.99	256,716.31	151,988.34	277,652.00	273,726.00	-1.4%
	TOTAL GENERAL FUND	272,730.32	250,969.99	256,716.31	151,988.34	277,652.00	273,726.00	-1.4%
	GRAND TOTAL	272,730.32	250,969.99	256,716.31	151,988.34	277,652.00	273,726.00	-1.4%

** END OF REPORT - Generated by Elisa Michell **

PUBLIC SAFETY EMERGENCY SERVICES - 4162

EXPLANATION

This program provides for expenses related to the provision of emergency services to the Town of Canton in the following manner:

- EMS Deficit: Over the past several years, the Emergency Medical Services fund has operated at a loss which has required supplemental funding from the General Fund. There is a projected deficit in the 2018/2019 fiscal year of \$189,737.
- C MED (North Central Connecticut Emergency Medical Services Council, Inc.): Provides Emergency Medical Dispatch service to the Town of Canton. All callers into Canton dispatch who request emergency medical services are transferred to CMED for purposes of receiving instruction from certified Emergency Medical Dispatchers. In addition, CMED receives a State of Connecticut subsidy of .30 for each community that acknowledges North Central CMED as its service provider.

02/07/2018 09:50
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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1004162	EMERGENCY SERVICES							
1004162	53480 EMS DEFICT	107,366.00	75,088.09	193,752.00	60,000.00	185,980.00	189,737.00	2.0%
1004162	53490 PARAMEDICS	16,951.20	16,951.20	.00	.00	.00	.00	.0%
1004162	53500 C-MED	20,184.45	20,600.07	20,690.00	20,660.28	20,660.00	21,089.00	2.1%
	TOTAL EMERGENCY SERVICES	144,501.65	112,639.36	214,442.00	80,660.28	206,640.00	210,826.00	2.0%
	TOTAL GENERAL FUND	144,501.65	112,639.36	214,442.00	80,660.28	206,640.00	210,826.00	2.0%
	GRAND TOTAL	144,501.65	112,639.36	214,442.00	80,660.28	206,640.00	210,826.00	2.0%

** END OF REPORT - Generated by Elisa Michell **

SPECIAL REVENUE FUNDS EMERGENCY SERVICES – 3704162

EXPLANATION

Emergency Medical Services or EMS is part of the Canton Fire Department and is housed in the Collinsville Fire Station. Most of the expenses associated with emergency medical services are paid from a special revenue account. Special Revenue Funds are used to account for the proceeds of special revenue sources that are legally restricted to expenditures for specific purposes. The **Emergency Medical Services Fund** accounts for all user fees collected and expenditures needed to operate the Town's emergency medical services program (ambulance). There is an anticipated deficit in the 2018-2019 Emergency Services Fund which will require a transfer of \$189,737 from the general fund to cover the deficit. This deficit represents a 2% increase over the current budgeted deficit.

Due to regulatory changes, the Town medical services upgraded to a paramedic level service on July 1, 2016. By becoming a paramedic level service, advanced medical attention will arrive sooner than having to travel from UCONN Health Center, the prior provider. Staffing for the paramedic service is provided by volunteers and contractual staffing through Vintech.

For a number of years the Full-Time Building Technician was only budgeted for four hours of Fire Department administrative support although on average it was a much greater amount. This year the amount budgeted has been changed to 7.5 hours in the Fire Department and 7.5 hours in EMS Special Revenue Fund to reflect the actual usage.

BUDGET CHANGES AND COMMENTARY

- Stipends: Funds paid to EMS Officers for volunteering their services.
- Financial Services: Funds cost of services performed by the Town's Finance Department on behalf of the Emergency Medical Services function.
- Pay Per Call: An incentive for volunteers who attend training and meetings, cover shifts or go on calls. Each EMS volunteer will receive \$14 for every 12 hour shift (2 points) and \$7 (1 point) for every call or meeting the volunteer attends or responds to.
- Insurance: Funds costs associated with property/casualty insurance for the service.
- Fringe Benefit: Provides funding for service incentive costs related to the defined benefit and defined contribution pension plans.
- Equipment Purchase: Funds the purchase of jackets; pants; jumpsuits; portable radios; Lifepack auto defib units, etc. Line item was increased to support the replacement of additional radios.
- Computer Equipment: Funds request to replace one Toughbook laptop computer.
- Billing Services: Funds costs to collect and bill insurance companies through a third party vendor.
- C-MED: Funds operation of ambulance to hospital and ambulance to ambulance communications network.
- Vehicle Fuel: Cost of providing fuel for the ambulances and paramedic fly car. Reduced based on trend even though call volume is going up.
- Vehicle Maintenance: Provides for preventative maintenance and repairs of mechanical failures. Anticipated to decrease since the Department received a new ambulance in the 2017/2018 fiscal year.
- Equipment Maintenance: Maintains equipment on ambulances such as suction units, batteries for pulse ox, monitors, defibrillators units, etc. This amount has increase significantly because paramedic equipment purchased in 2016 now needs to have routine contracted inspection and preventative maintenance services (cardiac monitors, ventilators, etc.).

- Maintenance Cleaning: Provides for contracted services such as generator service, bio waste disposal and garbage pickup along with custodial service for the Collinsville Fire Station.
- Light/Power: Provides funding for the cost of electricity.
- Software Support: Funds costs associated with MUNIS and EMS Charts. Increase due to increased annual renewal fees including MUNIS and the addition of the Rover mobile application.
- Cell Phone: Funds three wireless hot spots in two ambulances and the paramedic fly car. Increase is because the Lifepack CPR monitor is now cellular in order to provide data directly to the hospital.
- First Aid Supplies: Provides all consumable patient care supplies used by EMS, Fire and Police.
- Recruitment: Provides for pictures, ads and handouts to attract new people to service.
- Training/Education: Covers cost of new and refresher EMT / EMR classes, annual conferences such as CT EMS Conference, CT Trauma Conference and classes such as ACLS, PALS, PEPP, TCCC and CPR. Classes and conferences are required for continuing education credits. Increase reflects the increase in the cost of EMT classes.
- Department Expense: Funds costs of staffing paramedics 24/7 and EMS staffing Monday through Friday from 6:00 AM to 6:00 PM and holiday/weekend coverage when volunteers are not available. Increase due to the need to add paid staffing in the evenings and weekends when volunteers are not available.
- Retention: Covers the cost of items used by the EMS volunteer staff such as T-shirts, food and bedding for sleeping quarters. Amount reduced based on trend.

PERSONNEL SUMMARY - STIPENDS

<u>Position(s)</u>	<u>Stipend</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Fire/ EMS Chief (1)(a)	10,000	5,000	5,000	5,000	5,000
Asst. Chief (1)	4,000	4,000	4,000	4,000	4,000
Deputy Chiefs (1)	2,000	2,000	2,000	2,000	2,000
Captains (1)	1,000	1,000	1,000	1,000	1,000
Lieutenants (1)	500	500	500	500	500
Safety Officer(1)(a)	1,000	500	500	500	500
Public Relations Officer (1)(a)	500	250	250	250	250
Engineer(1)	500	500	500	500	500
Fire Dept. Clerk (Building Technician) (budgeted at 7.5 hours per week)	<u>Salary</u> 10,308	5,292	10,308	10,308	

(a) ½ of stipend is paid through the Fire budget

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

EMERGENCY SERVICES - FUND			PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
3704162 EMERGENCY SERVICES - FUND									
3704162	51200	STIPENDS	5,250.00	4,816.00	5,245.83	2,307.75	13,250.00	13,250.00	.0%
3704162	51210	FIN.SERV.	11,163.81	11,625.93	12,057.76	7,936.80	12,302.00	13,628.00	10.8%
3704162	51230	PAY / CALL	12,265.91	13,646.44	12,159.95	9,935.31	23,320.00	21,000.00	-9.9%
3704162	51301	F/T HOURLY	.00	.00	.00	.00	.00	10,308.00	.0%
3704162	52000	INS EMS	17,742.45	16,455.26	18,336.27	17,861.00	17,988.00	18,650.00	3.7%
3704162	52200	FR.BENEFIT	20,331.00	14,996.00	15,189.00	15,424.00	16,000.00	18,302.00	14.4%
3704162	52400	F.I.C.A.	2,194.00	1,284.98	2,209.77	.00	5,000.00	4,500.00	-10.0%
3704162	53000	EQUIP.PURC	10,221.63	27,568.89	9,639.35	7,216.93	12,000.00	13,000.00	8.3%
3704162	53100	COMP.EQUIP	2,404.33	1,035.57	6,109.00	3,082.97	3,100.00	3,100.00	.0%
3704162	53400	BILL SRVCS	11,774.37	14,947.91	14,950.44	9,666.07	15,855.00	15,855.00	.0%
3704162	53500	C-MED	7,813.43	8,225.06	8,567.91	8,888.78	8,890.00	9,209.00	3.6%
3704162	54200	VEHIC.FUEL	8,099.72	7,147.92	4,419.31	3,699.91	9,000.00	7,000.00	-22.2%
3704162	55010	VEH.MAINT.	23,301.43	21,791.90	11,932.09	29,722.61	14,000.00	12,000.00	-14.3%
3704162	55020	RADIO MAIN	451.50	973.92	.00	.00	500.00	500.00	.0%
3704162	55030	EQUIP.MAIN	924.62	3,912.33	8,304.20	3,752.00	5,500.00	10,000.00	81.8%
3704162	55100	MAIN/CLEAN	3,869.53	3,734.88	5,825.18	5,167.97	5,700.00	5,700.00	.0%
3704162	55500	LIGHT/POWE	2,835.12	2,872.76	3,596.93	2,382.37	3,200.00	3,800.00	18.8%
3704162	55830	SOFT.SUPPO	3,919.12	4,353.54	8,047.51	5,366.27	7,000.00	8,185.00	16.9%
3704162	56200	TELEPHONE	400.28	534.12	878.87	656.94	500.00	500.00	.0%
3704162	56205	CELL PHONE	1,112.96	806.36	1,150.70	1,004.68	1,500.00	2,200.00	46.7%
3704162	56340	CABLE/WEB	729.83	500.47	444.38	410.66	600.00	600.00	.0%
3704162	56500	FUEL/HEAT	3,117.69	2,263.93	2,953.74	1,287.97	3,000.00	3,000.00	.0%
3704162	56750	WATER	328.49	210.78	241.04	124.01	450.00	450.00	.0%
3704162	56760	SEWER USE	413.21	175.00	175.00	175.00	415.00	200.00	-51.8%
3704162	56800	FIRST AID	34,868.30	67,545.45	65,843.48	37,296.45	60,000.00	60,000.00	.0%
3704162	56820	MED.DOCTOR	1,177.39	204.00	.00	.00	.00	.00	.0%
3704162	57100	OFF.SUPPL.	588.00	793.85	958.36	235.08	600.00	600.00	.0%
3704162	57550	RECRUITMNT	.00	.00	267.57	527.67	1,000.00	1,000.00	.0%
3704162	57800	TRAIN/EDUC	10,255.77	14,274.79	11,928.46	2,440.23	12,500.00	12,500.00	.0%
3704162	59100	CONTRACT S	207,110.97	230,478.51	347,799.96	357,111.00	357,111.00	369,000.00	3.3%
3704162	59980	RETENTION	1,096.83	2,199.57	2,648.07	1,378.57	4,500.00	3,000.00	-33.3%
TOTAL EMERGENCY SERVICES - F			405,761.69	479,376.12	581,880.13	535,059.00	614,781.00	641,037.00	4.3%
TOTAL EMERGENCY SERVICES - F			405,761.69	479,376.12	581,880.13	535,059.00	614,781.00	641,037.00	4.3%
GRAND TOTAL			405,761.69	479,376.12	581,880.13	535,059.00	614,781.00	641,037.00	4.3%

** END OF REPORT - Generated by Elisa Michell **

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

EMERGENCY SERVICES - FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
3704162 EMERGENCY SERVICES - FUND							
3704162 34000 REV-BILLNG	298,274.11	404,157.34	457,747.96	232,119.37	428,701.00	451,200.00	5.2%
3704162 36102 INT-OTHER	121.58	130.69	134.80	90.30	100.00	100.00	.0%
3704162 39100 GF SUBSIDY	107,366.00	75,088.09	193,752.00	60,000.00	185,980.00	189,737.00	2.0%
TOTAL EMERGENCY SERVICES - F	405,761.69	479,376.12	651,634.76	292,209.67	614,781.00	641,037.00	4.3%
TOTAL EMERGENCY SERVICES - F	405,761.69	479,376.12	651,634.76	292,209.67	614,781.00	641,037.00	4.3%
GRAND TOTAL	405,761.69	479,376.12	651,634.76	292,209.67	614,781.00	641,037.00	4.3%

** END OF REPORT - Generated by Elisa Michell **

PUBLIC SAFETY FIRE MARSHAL / EMERGENCY MANAGEMENT - 4440

EXPLANATION

In accordance with Connecticut General Statutes Chapter 541, the local Fire Marshal is required to enforce the State Fire Safety Code. The responsibilities of the Fire Marshal include the following:

- Investigate and report to the State Fire Marshal on every fire in town, listing injuries, probable cause, etc.
- Inspect all buildings and facilities of public service, manufacturing, and occupancies regulated by the Fire Safety Code at least once a year.
- Inspect manufacturing establishments on a yearly basis.
- Inspect dry cleaning establishments on a yearly basis.
- Review new building plans for compliance with the fire code.
- Inspect and approve all underground and above ground tanks as stated by Code.
- Maintain hazardous material files.
- Inspect all schools for code requirements annually.

BUDGET CHANGES AND COMMENTARY

- Supervisor Salary: Compensation for Fire Marshal. The Fire Marshal position is 25 hours a week at \$34.88 per hour. Includes an additional 50 hours for fire call-outs and investigations.
- Part Time: Funds Deputy Fire Marshal to be available in the absence of the Fire Marshal or on a temporary basis when needed. Increased to fund training requirements for Deputy Fire Marshals.
- F/T Hourly: This line item represents the Fire Marshal’s share for use of the Building Clerk. This amount was reduced because the Building Clerk’s position was reduced to 30 hours and the new amount of the Fire Marshal’s share is 5 hours per week.
- Equipment Purchase: This line item is utilized for the purchase of miscellaneous equipment.
- Mileage: Reimburses employee at IRS rates for use of personal vehicle. The Fire Marshal requested that the Town purchase an SUV emergency vehicle for Fire Marshal use. This request was denied by the CAO but if in the future the request is approved this line item would be reduced significantly.
- Computer Software: Includes the total cost of the FIREHOUSE software.
- Cell Phone Service: Amount of reimbursement for Fire Marshal’s personal cell phone at \$60 per month.
- References/Text: Covers cost of code book subscriptions.
- Meetings/Dues: Covers cost of membership in various organizations such as the New England Association of Fire Marshals, Connecticut Fire Marshals Association, National Fire Protection Association and International Code Council. Increased \$200 as a result of two new Deputy Fire Marshals requiring memberships.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Fire Marshal	45,344	.71	.71	.71	
Senior Deputy Fire Marshal (1)	1,000	1,500	1,000	1,000	
Deputy Fire Marshal (2)	1,320		1,320	1,320	
Clerical Assistant (a)	6,872	.3	.3	.14	

(a) Position provides 5 hours to Fire Marshal; budgeted salary reflects those hours. The position is shared with the Building Department and Fire Department – total salary for position is 41,231.

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND			PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1004440	FIRE MARSHAL								
1004440	51000	F/T SALARI	10,819.00	.00	.00	.00	.00	.00	.0%
1004440	51110	SUPER.SAL.	20,752.00	43,024.00	44,545.44	26,260.63	45,832.00	47,088.00	2.7%
1004440	51200	PART TIME	4,439.28	1,846.65	1,636.14	455.40	1,500.00	3,230.00	115.3%
1004440	51301	F/T HOURLY	13,362.12	13,801.33	14,073.00	8,325.49	14,431.00	6,878.00	-52.3%
1004440	53000	EQUIP.PURC	643.43	300.00	968.97	.00	200.00	200.00	.0%
1004440	55200	MILEAGE	1,072.85	1,779.74	1,596.02	705.15	1,500.00	1,500.00	.0%
1004440	55800	DEPT EQUIP	329.95	255.00	.00	.00	.00	.00	.0%
1004440	55830	SOFT.SUPPO	875.99	1,850.00	1,955.85	1,850.00	1,850.00	1,850.00	.0%
1004440	56100	POSTAGE	55.47	49.05	22.97	7.94	100.00	100.00	.0%
1004440	56205	CELL PHONE	420.00	720.00	720.00	360.00	720.00	720.00	.0%
1004440	56700	UNIFORMS	181.00	150.00	176.00	.00	200.00	200.00	.0%
1004440	56910	REF/TEXTS	1,253.00	1,659.45	1,848.55	1,345.50	1,900.00	1,900.00	.0%
1004440	56950	MTG/DUES	617.45	480.00	500.00	.00	700.00	900.00	28.6%
1004440	57100	OFF.SUPPL.	177.48	94.59	100.96	.00	250.00	250.00	.0%
1004440	59940	FIRE PREV.	611.98	752.26	673.00	455.48	850.00	850.00	.0%
1004440	60000	EMERG MGMT	699.38	.00	.00	.00	.00	.00	.0%
	TOTAL FIRE MARSHAL		56,310.38	66,762.07	68,816.90	39,765.59	70,033.00	65,666.00	-6.2%
	TOTAL GENERAL FUND		56,310.38	66,762.07	68,816.90	39,765.59	70,033.00	65,666.00	-6.2%
	GRAND TOTAL		56,310.38	66,762.07	68,816.90	39,765.59	70,033.00	65,666.00	-6.2%

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TOWN OF CANTON

CAO PROPOSED FISCAL YEAR 2018-2019 BUDGET

PUBLIC WORKS

5120	Town Hall Facilities
5200	Parks
5210	General Highway
5260	Town Garage
5470	Utilities
5290	Transfer Station
5550	Community Center - Facilities

PUBLIC WORKS

FACILITIES – TOWN HALL – 5120

EXPLANATION

The Facilities Division of the Public Works Department has the responsibility of maintaining the Police Station, Town Hall and Community Center. This portion of the budget involves the cost of maintaining Town Hall. It also includes payroll related expenses for the three facility division employees.

The budget again requests the hiring of two seasonal high school students to assist with cleaning and maintenance tasks in all municipal buildings, under a summer youth employment program. The students work under the supervision and guidance of the Maintenance Supervisor. This program was successful last summer.

BUDGET CHANGES AND COMMENTARY

- Part-Time: Funds the summer youth employment program.
- Full-Time: Represents the wages for the Maintenance Supervisor, Facility Maintainer/Custodian and Custodian. Pursuant to the DPW Union contract, there will be 2.5% wage increases. Line item also increased because Maintenance Supervisor position was reclassified to a higher grade as part of the last Union contract.
- Overtime: Reflects the cost of utilizing custodians outside of their normal work hours for special events or projects, covering for other employees or assisting during snow events. Overtime is partially off-set by fees paid by the groups using the auditorium. Increased due to higher overtime utilization, partly due to Town Hall Auditorium events and winter storms.
- Repairs Maintenance: Funds used to pay for building maintenance such as painting, replacing fixtures, repairs and the purchase of equipment. Anticipated improvements include updating the chairs and tables in the 2nd floor conference room.
- Maintenance/Cleaning: This line item includes the cost of cleaning supplies and contracted services.
- Mileage: Reimbursement for use of personal vehicle at IRS rates.
- H/C Repair: This line item pays for repairs to the Town Hall heating and cooling system not covered by the standard maintenance contract. System is dated and needs constant attention to function in a reasonable manner. Increased based on trend.
- H/C Contract: Cost of contractual routine periodic maintenance and inspection of the Town Hall heating and cooling systems. Reduced based on new competitively bid contract.
- Telephone: Cost of operating all municipal analog phones and VOIP phone operating costs. Decreased because additional analog phones are becoming less expensive VOIP phones.
- Cell Phones: Cost of contribution to the Maintenance Supervisor cell phone.
- Fuel/Heat: Reflects cost to heat Town Hall and Board of Education administrative offices. Reduced based on trends.
- Purchase Major: Amount budgeted is for a snow blower attachment for the skid steer so that town hall sidewalks and other areas could be cleared more efficiently.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Maintenance Supervisor	64,400	1	1	1	
Maintainer/Custodian	55,328	1	1	1	
Custodian	51,139	1	1	1	
Youth Employees (2)	4,040	400hrs	400hrs	400hrs	

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1005120	TOWN HALL							
1005120	51200							
	PART TIME	3,932.03	2,071.50	4,517.80	2,820.43	4,040.00	4,040.00	.0%
1005120	51304							
	F/T NAGE	139,095.82	143,578.87	152,421.59	93,665.16	157,885.00	170,867.00	8.2%
1005120	51400							
	OVERTIME	19,057.51	12,561.17	19,997.57	13,128.55	12,813.00	17,205.00	34.3%
1005120	55000							
	REP/MAINT	11,442.79	26,481.17	17,146.36	6,438.14	20,000.00	20,000.00	.0%
1005120	55100							
	MAIN/CLEAN	8,143.61	9,822.82	12,215.39	10,070.71	11,000.00	11,000.00	.0%
1005120	55200							
	MILEAGE	822.48	.00	.00	.00	100.00	100.00	.0%
1005120	55300							
	H/C REPAIR	6,248.02	5,533.34	9,398.97	5,149.38	5,000.00	6,000.00	20.0%
1005120	55310							
	H/C CONTRA	2,900.00	2,900.00	2,900.00	3,000.00	3,000.00	2,700.00	-10.0%
1005120	55500							
	LIGHT/POWE	35,822.36	35,342.90	39,361.30	25,140.42	35,500.00	36,000.00	1.4%
1005120	55600							
	ELEV.CONT.	2,248.62	2,323.08	2,412.63	.00	2,100.00	2,100.00	.0%
1005120	56200							
	TELEPHONE	16,710.34	19,650.40	16,936.72	7,375.34	18,500.00	17,000.00	-8.1%
1005120	56205							
	CELL PHONE	1,280.95	839.62	962.78	.00	480.00	.00	-100.0%
1005120	56500							
	FUEL/HEAT	20,546.37	14,007.86	11,481.07	4,470.64	19,500.00	15,000.00	-23.1%
1005120	56750							
	WATER	2,555.20	1,709.93	1,991.93	1,075.21	2,000.00	2,000.00	.0%
1005120	56760							
	SEWER USE	557.46	596.58	459.66	601.47	670.00	670.00	.0%
1005120	57100							
	OFF.SUPPL.	166.81	156.88	87.92	.00	150.00	150.00	.0%
1005120	57400							
	PURC.MAJOR	.00	3,179.05	.00	.00	.00	5,772.00	.0%
1005120	59920							
	MISC TWNHL	7,620.00	17,977.68	13,881.26	.00	.00	.00	.0%
	TOTAL TOWN HALL	279,150.37	298,732.85	306,172.95	172,935.45	292,738.00	310,604.00	6.1%
	TOTAL GENERAL FUND	279,150.37	298,732.85	306,172.95	172,935.45	292,738.00	310,604.00	6.1%
	GRAND TOTAL	279,150.37	298,732.85	306,172.95	172,935.45	292,738.00	310,604.00	6.1%

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PUBLIC WORKS

PARKS – 5200

EXPLANATION

The Parks Department is responsible for the maintenance of all Town (except the Water Pollution Control Facility) and Board of Education grounds, including athletic and recreational facilities under the supervision of the Director of Public Works and in consultation with the Director of Parks and Recreation.

On January 1, 2016 the Transfer Station schedule changed from five days a week to three. The two days the Transfer Station is closed the Transfer Station Area Operator is assigned to the Parks Department to assist in maintaining Town grounds.

BUDGET CHANGES AND COMMENTARY

- Full-Time NAGE: Wages for the full-time union employees and includes the cost of having the Transfer Station Area Operator work 16 hours a week in the Parks Department. The current DPW Union contract includes 2.5% wage increases.
- Overtime: Utilized for after hour field and pool maintenance. Increased to reflect actual usage.
- Dyer Cemetery: Cost of having a private landscaper maintain the portion of Dyer Cemetery that is owned by the Town Canton.
- Repairs/Maintenance: Reflects the cost of maintaining equipment utilized on the town’s recreational fields.
- Fuel/Heat: With the construction of the new DPW facility the Parks facility on Simonds Avenue will become cold storage only.
- Water: Reflects the cost of supplying water to the Parks building and Little League fields on Simonds Avenue. Water use varies significantly depending on the weather.
- Equipment Purchase: Director did not request any equipment purchases.
- Field Maintenance: Reflects cost of maintaining Town owned parks, greens and athletic fields. Reduced based on prior usage and Director’s recommendation.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Parks Supervisor	64,688	1	1	1	
Transfer Station Area Operator(a)	23,953	.40	.40	.40	

(a) 16 hours of this position will be in the Parks Department and 24 hours will be in Transfer Station (35,929) for a total salary of \$59,882.

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND			PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1005200	PARKS DEPARTMENT								
1005200	51304	F/T NAGE	57,989.04	68,549.82	80,473.96	49,082.25	86,479.00	88,641.00	2.5%
1005200	51400	OVERTIME	3,988.67	4,132.13	4,128.45	3,474.40	3,075.00	4,000.00	30.1%
1005200	53610	DYER CEMET	550.00	750.00	600.00	200.00	750.00	700.00	-6.7%
1005200	55000	REP/MAINT	8,651.88	6,397.34	6,230.74	4,829.34	6,000.00	6,000.00	.0%
1005200	55500	LIGHT/POWE	755.93	690.25	1,359.93	907.70	700.00	700.00	.0%
1005200	56500	FUEL/HEAT	1,905.21	1,657.44	1,872.47	598.66	2,000.00	.00	-100.0%
1005200	56750	WATER	3,643.47	4,151.83	5,151.11	1,879.30	3,700.00	4,000.00	8.1%
1005200	56760	SEWER USE	350.00	350.00	350.00	350.00	355.00	385.00	8.5%
1005200	57400	EQUIP PURC	1,459.43	.00	.00	.00	.00	.00	.0%
1005200	58310	FIELD MAIN	10,407.74	14,677.52	12,712.48	4,856.07	14,500.00	12,500.00	-13.8%
	TOTAL PARKS DEPARTMENT		89,701.37	101,356.33	112,879.14	66,177.72	117,559.00	116,926.00	-.5%
	TOTAL GENERAL FUND		89,701.37	101,356.33	112,879.14	66,177.72	117,559.00	116,926.00	-.5%
	GRAND TOTAL		89,701.37	101,356.33	112,879.14	66,177.72	117,559.00	116,926.00	-.5%

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PUBLIC WORKS

GENERAL HIGHWAY – 5210

EXPLANATION

The Department of Public Works oversees all Town infrastructure, including roads, grounds and facilities. The Highway Division is responsible for the maintenance of approximately 71 miles of improved roads, 2.54 miles of unimproved roads, catch basin cleaning and drainage maintenance.

The Department of Public Works consists of 15 full-time employees, two (2) part-time employees and three (3) seasonal employees. The Department is responsible for the operations of the Transfer Station and all road, facility and recreational ground maintenance. The Department continues to focus on road maintenance and prepare to construct the new DPW facility.

BUDGET CHANGES AND COMMENTARY

- Full-Time Salary: Reflects wages for the Project Administrator. The Project Administrator works 30 hours per week.
- Supervisor Salary: Reflects salary for DPW Director.
- Part-Time: Reflects general wages for part-time summer employees.
- Full Time Hourly: Reflect wages for the Administrative Assistant. The Administrative Assistants wages were increased significantly as part of the current year's budget.
- Full-Time NAGE: Wages for DPW Union employees. The current DPW Union contract includes 2.5% wage increases.
- Overtime: Funds all overtime including snow removal.
- Vehicle Fuel: Reflects cost of regular gasoline through CRCOG bid. Increased because new Town Hall Maintenance truck will utilize regular gasoline.
- Diesel Fuel: Cost of diesel for the large plow trucks. Decreased based on trend.
- Tree Services: Provides funding for private tree services when necessary to supplement Town resources. Decreased based on trend.
- Snow Removal: Provides for plow blades (10,000) and road salt (144,000) which purchases 1,800 tons of salt. Decreased because the cost of salt has decreased approximately \$10 per ton.
- Repair and Maintenance: Cost of purchasing parts and maintaining DPW trucks and equipment.
- Town Maintenance: Funds supplies for maintenance of Town roads and buildings including signs, sign machine material, shovels, picks, hand tools, power washer supplies, light bulbs, topsoil, fertilizer, etc.
- Catch Basin Cleaning: Provides funds to have catch basins cleaned by an outside vendor. State regulations and good management require catch basins to be cleaned on a regular basis. Increased because of new MS4 state mandate requirements.
- Sweeping: Funds are utilized to maintain and repair existing sweeper and to rent a sweeper when necessary. Reduced based on trend.
- Street Painting: Paint stop bars and other lines on Town streets.
- Mileage: Reimburse employees for use of private vehicles at IRS rates. Mostly used by Project Administrator since he does not utilize municipal vehicles. Reduced based on current usage.
- Road Maintenance: In the past, the primary purpose of this account was to fund road resurfacing such as chip sealing and road overlays. These funds have been now placed in the Capital Improvement Plan under Pavement Management. The remaining funds left in this line item are for costs associated with minor road repairs such as temporary patching, guardrail replacement, drainage repairs, etc.
- Cell Phone: Pay the cost of four cell phones for the Director, Road Foremen, Project Administrator and the Parks Supervisor.
- Plow Route: This account funds a private contractor to plow one of the Town's plow routes. It is believed this amount should be reduced because the Town has purchased a truck with its own wing plow and won't have to rely on the private contractor for these services. Also the Town has tried to limit the use of the private contractor for substantial storms only. Also, less contractor equipment is utilized to clean Collinsville after storms.
- Major Purchase: Request for backhoe boom for brush removal is not recommended due to lack of funding.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Director of Public Works	97,992	1	1	1	
Project Administrator	69,139	.86	.86	.86	
Summer help(PT)	6,185	480 hrs	480 hrs	480 hrs	
Administrative Assistant	43,772	(1,820 hours)	(1,820 hours)	(1,820 hours)	
Road Foreman	69,846	1	1	1	
Maintainer III (4)	59,883	4	4	4	
Maintainer II (2)	51,438	1	1	1	
Maintainer II	48,597	1	1	1	
Recording Clerks (2)	1,000	2	2	2	

GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1005210 GENERAL HIGHWAY							
1005210 51000 F/T SALARI	73,776.04	70,127.09	67,450.76	40,320.70	69,150.00	69,890.00	1.1%
1005210 51110 SUPER.SAL.	90,718.34	93,597.74	95,735.84	56,533.77	97,992.00	97,992.00	.0%
1005210 51200 PART TIME	25,568.08	5,991.41	8,882.98	6,477.41	6,185.00	6,182.00	.0%
1005210 51301 F/T HOURLY	.00	33,672.24	34,457.23	25,252.83	42,528.00	43,772.00	2.9%
1005210 51304 F/T NAGE	429,831.52	414,003.52	441,440.23	259,779.68	459,044.00	460,851.00	.4%
1005210 51400 OVERTIME	115,042.46	63,379.74	95,134.85	46,005.33	87,125.00	87,500.00	.4%
1005210 51650 LONGEVITY	400.00	.00	.00	.00	.00	.00	.0%
1005210 53710 EQUIP.RENT	944.73	.00	2,750.00	559.00	1,500.00	1,250.00	-16.7%
1005210 54100 TIRES	4,003.21	6,330.48	5,165.16	4,232.91	5,225.00	5,150.00	-1.4%
1005210 54200 VEHIC.FUEL	7,859.34	4,618.31	3,453.77	1,579.30	4,500.00	6,500.00	44.4%
1005210 54210 DIESEL FUE	52,404.93	25,993.51	22,497.16	14,098.52	40,000.00	28,000.00	-30.0%
1005210 54220 OIL	3,341.35	3,174.94	2,595.95	1,330.35	3,500.00	3,000.00	-14.3%
1005210 54230 TREE CARE	23,900.00	23,450.00	23,787.50	23,522.50	25,000.00	24,000.00	-4.0%
1005210 54500 SNOW REMOV	188,252.80	144,341.54	158,181.70	129,772.50	165,000.00	154,000.00	-6.7%
1005210 55000 REP/MAINT	66,923.49	48,631.92	54,345.47	34,517.12	45,000.00	50,000.00	11.1%
1005210 55020 RADIO MAIN	2,100.00	2,681.41	499.40	.00	750.00	750.00	.0%
1005210 55110 TN.MAINT.	16,980.16	15,896.37	15,613.70	8,517.76	16,000.00	16,000.00	.0%
1005210 55120 CATCH BASI	6,933.03	8,796.20	8,492.20	.00	8,000.00	8,000.00	.0%
1005210 55130 SWEEPING	2,526.56	2,135.61	2,745.91	750.00	3,500.00	2,500.00	-28.6%
1005210 55140 ST.PAINT.	192.00	.00	834.00	8.99	1,000.00	.00	-100.0%
1005210 55200 MILEAGE	761.89	1,065.40	503.66	667.14	1,100.00	800.00	-27.3%
1005210 55510 ROAD MAINT	37,928.35	26,608.32	36,174.92	20,195.04	31,500.00	32,000.00	1.6%
1005210 55830 SOFT.SUPPO	.00	.00	.00	.00	200.00	.00	-100.0%
1005210 56100 POSTAGE	.00	13.45	.00	6.59	100.00	50.00	-50.0%
1005210 56205 CELL PHONE	1,440.00	2,383.23	1,940.00	720.00	2,160.00	2,740.00	26.9%
1005210 56340 CABLE/WEB	1,134.18	1,094.69	1,179.49	652.31	1,117.00	1,179.00	5.6%
1005210 56910 REF/TEXTS	.00	.00	285.00	.00	.00	.00	.0%
1005210 56920 PLOW ROUTE	56,270.00	17,559.50	24,758.75	29,000.00	29,000.00	25,000.00	-13.8%
1005210 56950 MTG/DUES	1,657.75	2,578.00	1,752.50	1,617.38	2,000.00	3,000.00	50.0%
1005210 57220 MAPPING	1,600.00	1,350.00	1,167.53	.00	800.00	800.00	.0%
1005210 57400 PURC.MAJOR	.00	5,325.00	4,800.00	7,331.26	3,575.00	.00	-100.0%
TOTAL GENERAL HIGHWAY	1,212,490.21	1,024,799.62	1,116,625.66	713,448.39	1,152,551.00	1,130,906.00	-1.9%
TOTAL GENERAL FUND	1,212,490.21	1,024,799.62	1,116,625.66	713,448.39	1,152,551.00	1,130,906.00	-1.9%
GRAND TOTAL	1,212,490.21	1,024,799.62	1,116,625.66	713,448.39	1,152,551.00	1,130,906.00	-1.9%

PUBLIC WORKS

TOWN GARAGE – 5260

EXPLANATION

Located on Old River Road, the Town Garage serves as a storage facility for the Town's highway equipment and the maintenance facility for all highway and parks equipment.

It is anticipated that the current DPW facility will be replaced in 2018. Although energy efficient through the use of radiant heat, LED lights and designated areas for cold storage, the 14,300 square foot building is considerably larger than the existing building and therefore will be more expensive to operate.

BUDGET CHANGES AND COMMENTARY

- **Repair/Maintenance:** Department request includes funds to repair and maintain the Town Garage facility including electrical, plumbing and hardware. The amount is decreased because of the new facility.
- **Maintenance/Cleaning:** Pay for cleaning supplies and periodic cleanings by a cleaning company. Increased due to larger office area to be cleaned.
- **Light/Power:** Electricity for power DPW facility.
- **Fuel/Heat:** Reflects cost associated with heating the new facility.
- **Uniforms:** Provides funding for uniforms, shoes, safety equipment, boots and rain gear as required by contract and secured through the State Bid Process.
- **Meals:** The amount budgeted is required in the current DPW union contract. The funding is to reimburse DPW employees for food when they are called out for long periods of time.
- **Water:** Provides funding for water through the Connecticut Water Company for building and outside faucets. Increased significantly because the new wash bay will utilize more water.
- **Sewer Use:** Increased due to flow from new facility.

02/07/2018 09:59
emichell

TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND			PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1005260	TOWN GARAGE								
1005260	55000	REP/MAINT	7,661.62	14,160.32	3,805.70	2,815.29	7,000.00	2,500.00	-64.3%
1005260	55100	MAIN/CLEAN	509.98	530.18	2,530.70	626.14	1,900.00	4,500.00	136.8%
1005260	55500	LIGHT/POWE	4,025.69	3,607.17	3,887.05	2,610.46	3,500.00	7,000.00	100.0%
1005260	56500	FUEL/HEAT	9,561.30	5,376.23	3,522.33	1,103.89	5,500.00	11,000.00	100.0%
1005260	56700	UNIFORMS	11,232.89	10,122.20	9,282.90	10,075.65	10,750.00	10,000.00	-7.0%
1005260	56720	MEALS	2,925.00	2,675.00	2,925.00	.00	2,925.00	2,925.00	.0%
1005260	56750	WATER	264.75	256.50	246.06	209.86	500.00	2,000.00	300.0%
1005260	56760	SEWER USE	350.00	350.00	350.00	350.00	355.00	700.00	97.2%
1005260	57100	OFF.SUPPL.	923.92	782.29	620.40	1,021.27	1,000.00	1,000.00	.0%
	TOTAL TOWN GARAGE		37,455.15	37,859.89	27,170.14	18,812.56	33,430.00	41,625.00	24.5%
	TOTAL GENERAL FUND		37,455.15	37,859.89	27,170.14	18,812.56	33,430.00	41,625.00	24.5%
	GRAND TOTAL		37,455.15	37,859.89	27,170.14	18,812.56	33,430.00	41,625.00	24.5%

** END OF REPORT - Generated by Elisa Michell **

PUBLIC WORKS

UTILITIES – 5470

EXPLANATION

This program provides funding for costs associated with street lights and fire hydrants throughout the community. Pursuant to Town Meeting approval, the Town will be purchasing the street lights from Eversource and converting them to LED. Although the cost of electricity for the lights will decrease the budgeted amount will stay the same and the savings will be paid to the undesignated fund balance to reimburse the cost of purchasing the lights and retrofitting them to LED. The LED conversion has not been scheduled yet.

BUDGET CHANGES AND COMMENTARY

- Lighting/Power: Reflects projected impact of rates for street lights.
- Water: Reflects costs associated with Town owned hydrants serviced by Connecticut Water Company. The Town is assessed based on the amount of piping and the size of the pipe.

02/07/2018 10:00
emichell

TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND			PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1005470	UTILITIES								
1005470	55500	LIGHT/POWE	30,316.06	35,481.39	33,836.87	16,724.27	33,240.00	33,500.00	.8%
1005470	56750	WATER	169,763.19	178,625.58	192,139.80	97,426.20	192,072.00	199,000.00	3.6%
	TOTAL UTILITIES		200,079.25	214,106.97	225,976.67	114,150.47	225,312.00	232,500.00	3.2%
	TOTAL GENERAL FUND		200,079.25	214,106.97	225,976.67	114,150.47	225,312.00	232,500.00	3.2%
	GRAND TOTAL		200,079.25	214,106.97	225,976.67	114,150.47	225,312.00	232,500.00	3.2%

** END OF REPORT - Generated by Elisa Michell **

SPECIAL REVENUE FUNDS

TRANSFER STATION – 1300290

EXPLANATION

The Public Works Department is responsible for the operation and maintenance of the Transfer Station. Responsibilities of the station include chipping brush, keeping the facility clean, assisting and instructing residents in the proper disposal of household waste and recyclable materials, and checking identification stickers to ensure that only authorized permit holders use the facility.

The Board of Selectmen appointed a Temporary Study Committee to review operational and fee changes at the Transfer Station to reduce the deficit at which it was running. In 2010, the Board of Selectmen raised the cost of a Transfer Station pass making the Transfer Station self-supporting. Consistent with a self-supporting municipal operation, the Board of Selectmen with the concurrence of the Board of Finance, approved making the Transfer Station operations a special revenue fund similar to WPCA and Emergency Medical Services. Now the revenues stay in a separate fund to pay for Transfer Station operating expenses. If there are not enough revenues a transfer would be required from the general fund to fund the deficit.

Starting on January 1, 2016, the Transfer Station changed to three days a week instead of five days a week. On the two days the Transfer Station is closed, the Transfer Station Area Operator is assigned to the Parks Department to assist in maintaining Town grounds. From April to September the Transfer Station is open later on Thursdays.

BUDGET CHANGES AND COMMENTARY

- Part Time: Reflects cost of one part time employee at the rate of 13.25 per hour.
- Full Time: Amount reflects current wages for the full time Union employee which is split 60% at Transfer Station and 40% at the Parks Department. The DPW union contract has a 2.5% wage increase.
- Repairs and Maintenance: Cost of routine maintenance and small projects. Reduced based on less maintenance projects anticipated.
- Light/Power: Reflects amount based on current trend.
- Water: Provides for drinking water for attendants at Transfer Station facility.
- Office Supplies: Includes cost of purchasing permits for Transfer Station users.
- Credit Card Fees: Cost of processing credit card charges at the Transfer Station.
- Permit Fee: Fee paid to DEEP for permit necessary to operating the transfer Station.
- Hauling Fees: Cost of hauling municipal solid waste from the Transfer Station.
- Tipping Fee: Cost of disposing municipal solid waste at CRRRA. The cost of disposing municipal waste increased \$4 a ton.

PERSONNEL SUMMARY

Position(s)	Salary	17-18 Authorized	18-19 Requested	18-19 Proposed	18-19 Approved
Transfer Station Operator(a)	59,882	.60	.60	.60	
Part Time	11,024	832 hrs	832 hrs	832 hrs	

(a) 16 hours of this position are in the Parks Department (23,953) and 24 hours are in Transfer Station (35,929)

02/07/2018 10:01
emichell

TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

DPW - TRANSFER STATION		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1300290	DPW -TRANSFER STATION							
1300290	34430 TRNSF STAT	212,119.00	199,847.50	188,814.00	157,701.00	200,000.00	190,000.00	-5.0%
1300290	34440 CRRR REBAT	9,794.90	4,853.05	.00	.00	.00	.00	.0%
1300290	34441 ELECTRONIC	.00	1,655.97	2,293.12	1,311.40	2,250.00	2,750.00	22.2%
1300290	34442 SCRAP METL	14,309.98	7,189.39	13,719.16	4,678.52	10,340.00	15,000.00	45.1%
1300290	34443 ORD223 FEE	2,000.00	1,500.00	2,000.00	2,000.00	2,000.00	2,000.00	.0%
1300290	36100 INT STIF	40.60	166.82	337.38	92.67	.00	376.00	.0%
	TOTAL DPW -TRANSFER STATION	238,264.48	215,212.73	207,163.66	165,783.59	214,590.00	210,126.00	-2.1%
	TOTAL DPW - TRANSFER STATION	238,264.48	215,212.73	207,163.66	165,783.59	214,590.00	210,126.00	-2.1%
	GRAND TOTAL	238,264.48	215,212.73	207,163.66	165,783.59	214,590.00	210,126.00	-2.1%

** END OF REPORT - Generated by Elisa Michell **

DPW - TRANSFER STATION		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1300290	DPW -TRANSFER STATION							
1300290	51200 PART TIME	11,104.35	10,951.18	9,781.39	6,140.40	10,733.00	11,024.00	2.7%
1300290	51304 F/T NAGE	50,610.40	39,292.26	28,003.85	19,011.28	34,195.00	35,056.00	2.5%
1300290	51400 OVERTIME	1,001.16	188.19	493.30	642.54	500.00	500.00	.0%
1300290	52400 F.I.C.A.	4,556.91	3,757.46	2,870.89	2,837.35	3,475.00	3,500.00	.7%
1300290	55000 REP/MAINT	4,196.44	10,422.65	1,864.79	428.21	3,000.00	1,250.00	-58.3%
1300290	55500 LIGHT/POWE	3,769.64	3,913.02	2,695.13	1,527.25	3,100.00	2,800.00	-9.7%
1300290	56340 CABLE/WEB	1,069.71	980.02	1,065.23	621.26	1,067.00	1,067.00	.0%
1300290	56750 WATER	146.25	155.63	149.91	84.30	300.00	200.00	-33.3%
1300290	56950 MTG/DUES	.00	.00	1,687.53	.00	400.00	400.00	.0%
1300290	57100 OFF SUPPLY	829.56	672.37	735.84	.00	800.00	800.00	.0%
1300290	59150 CIP	.00	.00	41,514.05	.00	.00	.00	.0%
1300290	59425 C CRD FEES	565.69	618.47	536.56	321.15	450.00	550.00	22.2%
1300290	59920 PERMIT FEE	800.00	800.00	.00	701.13	800.00	800.00	.0%
1300290	59960 HAULING	42,055.00	45,355.00	43,498.08	44,000.00	44,000.00	44,000.00	.0%
1300290	59970 TIPPING FE	100,086.90	106,155.17	107,913.32	101,412.39	110,800.00	108,056.00	-2.5%
	TOTAL DPW -TRANSFER STATION	220,792.01	223,261.42	242,809.87	177,727.26	213,620.00	210,003.00	-1.7%
	TOTAL DPW - TRANSFER STATION	220,792.01	223,261.42	242,809.87	177,727.26	213,620.00	210,003.00	-1.7%
	GRAND TOTAL	220,792.01	223,261.42	242,809.87	177,727.26	213,620.00	210,003.00	-1.7%

** END OF REPORT - Generated by Elisa Michell **

PUBLIC WORKS

FACILITIES – COMMUNITY CENTER – 5550

EXPLANATION

The Community Center program contains those items required to maintain the Community Center. Converted from a former school facility, the building houses the Community Center, Library Operations, Parks and Recreation Administrative Office and programming space along with Social Services and Senior Center operations. The cost of maintaining and operating the Community Center is contained in this department.

The Director of Public Works, Robert Martin has created a Building Maintenance Plan that describes every fixture and asset within general government facilities and the required maintenance and replacement plan for each item.

BUDGET CHANGES AND COMMENTARY

- Repairs and Maintenance: Funds utilized for building maintenance such as painting and major repairs. These funds have not fully utilized in the last few years and have been transferred to Maintenance/Cleaning where they are more needed.
- Maintenance/Cleaning: Funds the purchase of cleaning supplies, maintenance contracts and certain professional services, including security alarm system, generator service contract, fire alarm and trash pickup. Increased due to transfer from Repairs and Maintenance.
- H/C Repair: Funds used to repair the HVAC system not covered by maintenance contract. Increased based on trend.
- H/C Contract: Contract for heating and cooling periodic maintenance and inspections.
- Lighting/Power: Reflects projected costs of utilities. Increased based on trend.
- Elevator Contract: Cost of having a third party maintain and inspect the elevator.
- Fuel/Heat: Reflects natural gas costs to heat. Reduced based on trend. Three year average is (11,990).
- Water: Reflects anticipated rates.
- Sewer Use: Reflects billing based upon meter as opposed to fixed flat rate.

02/07/2018 10:03
emichell

TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1005550	COMMUNITY CENTER							
1005550	55000	3,251.68	12,256.18	13,594.77	5,615.88	10,500.00	10,500.00	.0%
1005550	55100	12,055.32	12,619.39	16,462.66	14,741.85	15,000.00	15,000.00	.0%
1005550	55300	1,687.32	4,311.70	5,927.30	7,741.33	3,000.00	4,000.00	33.3%
1005550	55310	3,240.00	2,430.00	3,240.00	3,240.00	3,240.00	3,240.00	.0%
1005550	55500	36,485.75	37,334.86	40,287.11	26,326.40	36,500.00	38,500.00	5.5%
1005550	55600	2,248.62	2,323.08	2,412.63	.00	2,100.00	2,100.00	.0%
1005550	56500	13,319.82	9,923.15	12,729.75	4,850.44	14,000.00	12,000.00	-14.3%
1005550	56750	3,412.01	3,197.06	3,386.95	2,148.68	3,200.00	3,200.00	.0%
1005550	56760	793.83	911.19	588.45	612.90	900.00	900.00	.0%
	TOTAL COMMUNITY CENTER	76,494.35	85,306.61	98,629.62	65,277.48	88,440.00	89,440.00	1.1%
	TOTAL GENERAL FUND	76,494.35	85,306.61	98,629.62	65,277.48	88,440.00	89,440.00	1.1%
	GRAND TOTAL	76,494.35	85,306.61	98,629.62	65,277.48	88,440.00	89,440.00	1.1%

** END OF REPORT - Generated by Elisa Michell **

TOWN OF CANTON
CAO PROPOSED
FISCAL YEAR 2018-2019 BUDGET

COMMUNITY SERVICES

6340	Community Agencies
6380	Senior / Social Services
6450	Parks and Recreation
2100045	Parks and Recreation – Special Revenue Fund
0320	Library

COMMUNITY SERVICES

Community Agencies - 6340

EXPLANATION

These are Town agencies, community groups and regional organizations that receive funding from the Town.

BUDGET CHANGES AND COMMENTARY

- Youth Service Bureau - For the operation of youth services, including prevention activities, positive youth development and counseling for troubled youth. The Bureau also oversees the youth center known as the "Cave". The funding was previously decreased because the Recreation Coordinator funded from the Park & Recreation Special Revenue Fund is one of the two Town employees that cover the Cave.
- Memorial Day - Funds the purchase of flags and markers for cemeteries. This line item was decreased based on previous usage.
- Health District - Through its membership in the Farmington Valley Health District (FVHD), the Town receives services and programs associated with a Public Health Department which include the following: subdivision reviews, soil testing, engineer plan reviews, septic systems, wells, licensing and inspecting of food establishments, public pool inspections and permitting, daycare inspections and permitting.
- Farmington Valley Visiting Nurses Association VNA - Through its association with the Farmington Valley Visiting Nurses Association (FVVNA), the Town receives comprehensive home and community health and illness prevention programs. The annual allocation allows the VNA to provide health supervision home visits by a registered nurse, physical therapist or medial social worker, reduced and part pay home care services for individuals with financial hardship and a variety of illness prevention/clinic services based up requested services and needs identified.
- Canton Historical Museum – Funds contributed to the local museum located in Collinsville.
- North Central Regional Mental Health Board - A non-profit regional board that monitors and provides for local mental health services.
- Farmington River Watershed - An advocacy group that supports the Farmington River.
- Roaring Brook Nature Center - Donation to local non-profit nature center.
- Interval House - Provides services to victims of domestic violence.

02/07/2018 10:05
emichell

TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE	
1006340	COMMUNITY AGENCIES								
1006340	53575	YSB	14,300.00	14,300.00	11,300.00	11,300.00	11,300.00	.0%	
1006340	53580	MEMOR.DAY	788.69	528.36	542.70	.00	750.00	-17.1%	
1006340	53585	HEALTH DIS	52,273.00	53,339.00	54,311.00	55,266.00	53,339.00	.0%	
1006340	53595	FV VNA	17,281.25	20,176.25	17,101.25	9,338.25	19,625.00	.0%	
1006340	53600	HIST MUSEU	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	.0%	
1006340	53605	CT MAIN ST	750.00	750.00	.00	.00	.00	.0%	
1006340	53615	SAM COLLIN	.00	500.00	.00	.00	.00	-100.0%	
1006340	53620	MEN.HEALTH	720.00	720.00	720.00	720.00	720.00	.0%	
1006340	53625	MAIN ST	.00	.00	7,500.00	.00	.00	.0%	
1006340	58520	WATERSHED	1,029.00	1,029.00	1,029.00	1,235.00	1,235.00	20.0%	
1006340	58530	NAT.CENTER	1,000.00	1,500.00	1,500.00	1,000.00	1,000.00	.0%	
1006340	60011	INT.HOUSE	750.00	1,000.00	1,000.00	1,000.00	1,000.00	.0%	
	TOTAL COMMUNITY AGENCIES		89,891.94	94,842.61	96,003.95	80,859.25	89,918.00	89,969.00	-.5%
	TOTAL GENERAL FUND		89,891.94	94,842.61	96,003.95	80,859.25	89,918.00	89,969.00	-.5%
	GRAND TOTAL		89,891.94	94,842.61	96,003.95	80,859.25	89,918.00	89,969.00	-.5%

** END OF REPORT - Generated by Elisa Michell **

COMMUNITY SERVICES

SENIOR/SOCIAL SERVICES – 6380

EXPLANATION

The Senior/Social Services Department provides comprehensive services and programs to the Town's senior population in order to promote physical, emotional, social and intellectual well-being for this group of Canton citizens. Activities focus on public health and wellness, education, transportation, socialization, recreational and volunteer opportunities.

In addition, external services are brought in, provided and coordinated on-site for easy accessibility by seniors: notably in the areas of health (flu shot clinics, foot care clinic, skin and hearing screenings, BP monitoring and nutrition counseling), education (presentations and classes including cooking, computer skills and safe driving), and social services.

The Senior/Social Services Department has utilized volunteers and interns to help meet the demands of the office. The Director made a request that the Senior Center Coordinator's position be increased to 20 hours a week and that a new full time position entitled Youth & Family Services Coordinator position be created to meet the needs of youth and families (see key issues in Appendix). Due to budget constraints both requests are not being recommended.

BUDGET CHANGES AND COMMENTARY

- Supervisor Salary: Salary for the Senior/Social Services Director.
- Part-Time: Reflects the salary for the part-time Administrative Assistant and the part-time Senior Center Coordinator.
- Dial-A-Ride: Cost covers personnel, maintenance of bus, insurance and all aspects of operation. The Dial-A-Ride service provides transportation to seniors and disabled Canton residents on a consistent, regular basis. The program is partially subsidized by a state grant. There was a request by the Director to expand Dial-A-Ride services. This request was not supported by the CAO due to limited funding.
- Postage: Postage for Senior Scribe and miscellaneous mailings.
- Meals: Reflects cost of meals provided twice a week by the Community Renewal Team (CRT). Reduced based on trend.
- Meetings/Dues: Cost of membership in professional organizations and seminars including Ct Local Administrators of Social Services, Ct Association of Senior Center Personnel and National Association of Social Workers.
- Printing: Primarily funds the cost of printing the senior newsletter three times a year. Increased based on trend.
- Senior Activities: Funds utilized for senior activities.
- Meals on Wheels: Program that delivers meals to Canton residents.
- General Assistance: Provides short-term financial assistance when other programs are not available (\$3,500).

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Senior/Social Services Director	66,492	1	1	1	
Administrative Assistant	25,520	.71	.71	.71	
Senior Center Coordinator	16,295	.45	1	.45	
Youth & Family Coordinator	54,600	0	1	0	

02/07/2018 10:06
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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE	
1006380	SENIOR/SOCIAL SERVICES								
1006380	51110	SUPER.SAL.	61,689.77	63,526.61	64,960.55	38,360.43	66,492.00	66,492.00	.0%
1006380	51200	PART TIME	30,843.75	39,411.15	35,351.32	22,300.26	41,909.00	41,815.00	-.2%
1006380	54420	DIAL-RIDE	49,500.00	50,484.00	60,141.00	58,494.00	60,841.00	61,548.00	1.2%
1006380	55200	MILEAGE	73.30	167.15	173.17	.00	225.00	225.00	.0%
1006380	55830	SOFT.SUPPO	.00	.00	.00	.00	.00	432.00	.0%
1006380	55860	COPIER MAI	318.66	361.60	199.55	118.44	400.00	300.00	-25.0%
1006380	56100	POSTAGE	815.88	1,562.62	1,215.95	748.52	1,500.00	1,500.00	.0%
1006380	56205	CELL PHONE	480.00	440.00	480.00	.00	480.00	480.00	.0%
1006380	56720	MEALS	3,690.81	3,369.96	3,348.75	1,856.97	4,175.00	3,800.00	-9.0%
1006380	56950	MTG/DUES	558.00	355.00	755.05	180.00	1,063.00	843.00	-20.7%
1006380	57100	OFF.SUPPL.	1,145.09	1,253.86	925.57	290.25	550.00	719.00	30.7%
1006380	57200	PRINTING	2,497.46	1,675.06	1,818.46	2,180.00	1,800.00	1,960.00	8.9%
1006380	57600	COMP.SUPPL	67.88	167.12	.00	75.00	75.00	75.00	.0%
1006380	59030	SENIOR ACT	1,561.21	1,399.67	1,750.18	284.79	1,300.00	1,300.00	.0%
1006380	59050	MEALS WHEE	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	.0%
1006380	59100	GEN ASST	7,697.26	3,774.63	3,617.96	1,701.24	3,500.00	3,500.00	.0%
	TOTAL SENIOR/SOCIAL SERVICES		164,439.07	171,448.43	178,237.51	130,089.90	187,810.00	188,489.00	.4%
	TOTAL GENERAL FUND		164,439.07	171,448.43	178,237.51	130,089.90	187,810.00	188,489.00	.4%
	GRAND TOTAL		164,439.07	171,448.43	178,237.51	130,089.90	187,810.00	188,489.00	.4%

** END OF REPORT - Generated by Elisa Michell **

COMMUNITY SERVICES

PARKS AND RECREATION – 6450

EXPLANATION

The Canton Parks and Recreation Department is charged with providing comprehensive, high quality and well-rounded recreation and leisure activities for Canton residents. The programs are intended to address the needs of all populations from pre-school age to senior citizens. The Recreation Department also maintains the pool complex located at Mills Pond.

BUDGET CHANGES AND COMMENTARY

- Full-Time Salary: Represents the salary for the Recreation Supervisor. \$16,172 of the Recreation Supervisor's Salary is in the Parks & Recreation Special Revenue Account.
- Supervisory Salary: The Director's salary line item. Part of the Director's salary (\$11,817) is budgeted in the Recreation Special Revenue Account.
- Part-Time Seasonal: Represents the cost of paying part time seasonal employees to operate the Mills Pond pool. Approximate breakdown of wages and hours are indicated in the chart below.
- Maintenance/Cleaning: Represents funds for opening and closing the pool house, pool house supplies, general repairs, portable restrooms and dumpster rental. Reduced due to trend.
- Light/Power: Cost of electricity for Mills Pond Park. Sensors that automatically turn the lights off when the park is not in use would help reduce this cost. It is recommended that these be purchased through the P&R Special Revenue Fund.
- Repair Maintenance: Funds utilized to purchase first aid supplies, life guard suits, pool ID tags, etc. and infrastructure maintenance and repairs. Amount is increased to pay for chlorinator for wading pool and new lane lines for the large pool.
- Special Events: Provides for all special events run by department including summer concerts, teen events, summer evening at the pool, holiday lighting and Breakfast with Santa.
- Fuel/Heat: Reflects cost of heating hot water at Mills Pond.
- Sewer Use: Reflects costs associated with pool water treatment and toilet facilities at Mills Pond. The Town's sewer fees are charged the same as commercial users, which means the fee is based on water usage.
- Meetings/Dues: Includes dues for the National Recreation and Park Association and Connecticut Recreation and Park Association. Line decreased because the new Director is not requesting to attend the National Conference.
- Mills Pond Chemicals: Chemicals used to treat the Mills Pond Pool.
- Mills Pond Pool Opening/Closing: Opening and closing the pool is now being performed by DPW. The amount budgeted help funds materials such as paint and allows for contracting with a local vendor to repair the shell if necessary. Reduced based on trend.
- Mills Pond Pool Repairs: Costs of repairing the Mills Pond Pool.
- Mills Pond Water: Cost of the water to fill Mills Pond Pool and irrigate the recreation fields located at the park. The amount varies significantly depending on weather conditions. The Parks and Recreation Director has analyzed water usage and determined that the amount used to irrigate the fields is well within best practices. It is estimated that the pool and pool house utilize 500,000 gallons of water and irrigation uses between 2 and 2.5 million gallons.
- Copier Lease: Cost of leasing the copier for the Recreation Department.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Director (a)	70,000	1		1	
Recreation Supervisor (a)	54,176	1		1	
Pool Supervisors - 715hrs x \$12.50	10,725	9,569	\$8,940	\$8,940	
Lifeguards - 539 hrs x \$10.50 x 5 guards	25,816	30,331	\$28,300	\$28,300	
Wading Pool Lifeguard - 156hrs x \$10.50		1,630	\$1,630	\$1,630	
Desk Attendant – 687.5hrs x \$10.10	5,719	7,580	\$6,950	\$6,950	
Maintenance 408hrs x \$10.25	5,740	4,151	\$4,155	\$4,155	
Aquatics Staff Training- 145hrs x \$10.50/hr		1,575	\$1,525	\$1,525	

(a) \$11,817 of the Director's salary and \$16,172 of the Recreation Program Supervisor's wages come from the Parks and Recreation Special Revenue Fund

02/07/2018 10:07
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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE	
1006450	PARK AND RECREATION								
1006450	51000	F/T SALARI	20,041.25	28,844.58	37,118.92	16,728.74	38,004.00	38,004.00	.0%
1006450	51110	SUPER. SAL.	56,349.01	57,179.67	59,482.36	40,385.20	62,346.00	58,183.00	-6.7%
1006450	51150	P/T SEASON	50,876.13	53,962.98	56,045.38	40,761.89	49,500.00	51,500.00	4.0%
1006450	55100	MAIN/CLEAN	4,231.06	2,802.77	4,564.11	1,840.54	5,838.00	5,000.00	-14.4%
1006450	55200	MILEAGE	219.02	.00	.00	.00	50.00	50.00	.0%
1006450	55500	LIGHT/POWE	7,148.33	8,783.49	8,032.81	7,340.11	8,500.00	8,500.00	.0%
1006450	55800	REP/MAINT	13,619.41	8,058.00	8,362.45	1,484.77	8,400.00	12,222.00	45.5%
1006450	55860	COPIER CON	548.09	508.44	728.07	211.15	550.00	550.00	.0%
1006450	56100	POSTAGE	48.51	97.10	182.60	92.97	100.00	200.00	100.0%
1006450	56200	TELEPHONE	39.09	.00	.00	.00	.00	.00	.0%
1006450	56340	CABLE/WEB	12.25	.00	.00	.00	.00	.00	.0%
1006450	56440	SPEC. EVENT	8,592.35	8,427.43	9,855.60	750.00	.00	.00	.0%
1006450	56500	FUEL/HEAT	164.35	133.08	.00	214.86	200.00	250.00	25.0%
1006450	56760	SEWER USE	3,387.30	7,863.12	.00	2,765.78	4,000.00	4,000.00	.0%
1006450	56950	MTG/DUES	5,597.00	2,703.89	3,379.00	3,106.21	2,505.00	1,505.00	-39.9%
1006450	57100	OFF. SUPPL.	847.09	728.30	645.50	348.23	800.00	800.00	.0%
1006450	58400	CHEMICALS	5,572.44	5,860.77	6,790.69	3,908.15	6,000.00	6,000.00	.0%
1006450	58410	OPEN/CLOSE	16,100.00	13,452.92	10,919.42	585.00	13,500.00	11,500.00	-14.8%
1006450	58420	POOL REPAI	2,440.21	8,351.77	5,296.45	1,101.42	3,000.00	3,000.00	.0%
1006450	58430	MP WATER	7,217.49	8,851.87	13,958.27	10,043.41	12,000.00	11,000.00	-8.3%
1006450	60040	COPIER LEA	882.48	882.48	689.19	754.60	1,236.00	1,236.00	.0%
	TOTAL PARK AND RECREATION		203,932.86	217,492.66	226,050.82	132,423.03	216,529.00	213,500.00	-1.4%
	TOTAL GENERAL FUND		203,932.86	217,492.66	226,050.82	132,423.03	216,529.00	213,500.00	-1.4%
	GRAND TOTAL		203,932.86	217,492.66	226,050.82	132,423.03	216,529.00	213,500.00	-1.4%

** END OF REPORT - Generated by Elisa Michell **

SPECIAL REVENUE FUNDS PARKS AND RECREATION – 2100045

EXPLANATION

Special Revenue Funds are used to account for the proceeds of special revenue sources that are legally restricted to expenditures for specific purposes. In most cases, these funds do not directly affect the mill rate. The **Parks and Recreation Special Revenue Fund** accounts for all the fees collected for recreation programs and the expenditures needed to operate the program.

There was a request that the Recreation Coordinator position be increased to full time. Although this would be only an increase of approximately 6 hours a week it would create a full time position. Furthermore, although the position at its current rate would result in an additional annual wage of \$6,480 it is unlikely that the position would stay at its current rate very long and there would be the added cost of additional benefits. If programs continue to grow, especially after school programming, then this position may go to full time in the future.

BUDGET CHANGES AND COMMENTARY

- F/T Salary: Pays part of the compensation for the Recreation Supervisor. Most of the Recreation Supervisor's wages are paid from the Parks & Recreation general fund account.
- Supervisor Salary: Pays part of the compensation for the Director of Parks & Recreation. Most of the Director's wages are paid from the Parks & Recreation general fund account.
- Part-Time Seasonal: Compensation for employees such as Camp Directors and Life Guards. Also includes counselors for after school program at Cherry Brook School.
- Part Time: Funds the wages for the Recreation Coordinator position.
- Financial Services/Fringe Benefits: Provides proportionate funding for Financial Department services committed to Parks and Revenue Special Revenue Fund function.
- FICA: Funds Part Time Parks position payroll taxes at 7.65% of all wages.
- Software Support: Parks and Recreation's share of MUNIS and the annual cost of the MYREC recreation registration and management software.
- Meetings/Dues: Funds training and supplies for in-house training for recreation staff.
- Materials and Supplies: Costs associated with materials, equipment and supplies for recreational programs.
- Programs: Covers costs for running programs – instructor fees, supplies, materials and miscellaneous expenses.
- CCRD Fees: This represents the processing fees for allowing participants to pay with a credit card. Increased based on increase in use of online registrations with credit cards.
- License Fee: Cost of the ASCAP music license fee so that Park & Recreation can have musical events.

PERSONNEL SUMMARY

EACH ITEM REQUESTED:	FY 2017-2018 Budgeted	FY 2018-2019 Requested
Recreation Office Assistant 15 weeks 20hrs/wk @ \$10/hr	\$0	\$0
Summer Camp Director 12 weeks 40hrs /wk @ \$16/hr	-	-
Explorers Camp Supervisor- 10 weeks x 35hrs/wk x \$13.00/hr	\$5,000	\$4,550
Tiny Tots Camp Supervisor- 10 weeks x 20hrs/wk x \$13.00/hr	\$2,500.00	\$2,600.00
Teen Camp Supervisor- 10 weeks x 8hrs/wk x \$13.00/hr	\$3,000.00	\$0.00
Explorers Camp Counselors (5)- 10 weeks x 40hrs/wk x \$10.25/hr	\$24,600.00	\$20,500.00
Tiny Tots Camp Counselor (1)-10 weeks x 20hrs/wk x \$10.25/hr	\$2,050.00	\$2,050.00
Teen Camp Counselor (1)- 10 weeks x 8hrs/wk x \$10.25/hr	\$2,460.00	\$820.00
(M-F Lessons) Water Safety Instructors (3)- 8 weeks x 16hrs/wk x \$11.25/hr	\$7,594.00	\$4,320.00
(Saturday Lessons) Water Safety Instructors (2)- 10 weeks x 3.25hrs/wk x \$11.25/hr	\$540	\$731
Saturday AM Swim Lesson Lifeguard (1)- 10 weeks x 3.25hrs/wk x \$10.50/hr	\$252	\$341
M-F AM Swim Lesson Lifeguard (1)- 8 weeks x 15hrs/wk x \$10.50/hr	\$2,363	\$1,260
Head Swim Coach (1)- 5 weeks x 35hrs/wk x \$24.00/hr	\$4,025	\$4,200
Assistant Swim Coach (2)- 5 weeks x 15hrs/wk x \$12.25/hr	\$3,600	\$1,837
After School Program Supervisor (1)- 36 weeks x 6hrs per week x \$12.50/hr	\$0	\$2,700
After School Program Counselor (1)-36 weeks x 6hrs per week x \$10.25/hr	\$0	\$2,214
Recreation Basketball Coordinator (2)- 85hrs/season x \$12.50/hr	\$2,500	\$2,125
CAST Director	\$3,000	\$0
CAST Assistant Director	\$2,400	\$0
Park Maintainer (DPW)	\$9,440	\$9,723
LINE ITEM TOTAL	75,324.00	\$59,972

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Director (a)	70,000	1	1	1	
Recreation Supervisor (a)	54,176	1	1	1	
Recreation Coordinator	27,898	.66	1	.82	

a) \$11,817 of the Director's salary and \$16,172 of the Recreation Program Supervisor's wages come from the Parks and Recreation Special Revenue Fund

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

PARK & RECREATION REVENUE FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
2100000 PARK & RECREATION FUND								
2100000	34722 SWIM LESSO	22,825.00	18,887.50	15,850.00	14,691.25	18,000.00	17,000.00	-5.6%
2100000	34742 CONCESSION	401.55	281.76	1,540.59	3,619.32	2,000.00	3,500.00	75.0%
2100000	34743 RESALE REV	545.00	39.00	1,505.24	469.20	1,000.00	1,000.00	.0%
2100000	34772 BROCHURES	.00	997.75	.00	205.00	1,000.00	300.00	-70.0%
2100000	34775 SPONSORS	.00	1,250.00	2,500.00	8,125.00	3,000.00	5,000.00	66.7%
2100000	34782 PROG FEES	178,532.92	267,120.13	247,029.40	231,837.00	275,000.00	280,000.00	1.8%
2100000	36100 INT STIF	35.92	336.14	900.54	1,155.72	.00	.00	.0%
2100000	36300 RENT- P&R	.00	670.00	3,835.00	4,025.00	3,000.00	4,000.00	33.3%
2100000	36500 DONATS/GIF	300.00	.00	275.00	208.55	.00	.00	.0%
2100000	36600 MISC REVEN	.00	.00	180.49	.00	.00	.00	.0%
TOTAL PARK & RECREATION FUND		202,640.39	289,582.28	273,616.26	264,336.04	303,000.00	310,800.00	2.6%
TOTAL PARK & RECREATION REVE		202,640.39	289,582.28	273,616.26	264,336.04	303,000.00	310,800.00	2.6%
GRAND TOTAL		202,640.39	289,582.28	273,616.26	264,336.04	303,000.00	310,800.00	2.6%

** END OF REPORT - Generated by Elisa Michell **

PARK & RECREATION REVENUE FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
2100045 PARK & RECREATION REVENUE FUND								
2100045	51000 F/T SALARI	5,652.67	8,592.45	11,022.83	7,240.36	15,739.00	16,172.00	2.8%
2100045	51110 SUPER. SAL.	10,000.00	11,139.39	10,465.40	6,605.59	11,500.00	11,817.00	2.8%
2100045	51150 P/T SEASON	61,724.79	66,211.07	58,011.70	50,976.61	60,000.00	69,737.00	16.2%
2100045	51200 PART TIME	.00	.00	15,451.64	15,912.00	27,000.00	27,898.00	3.3%
2100045	51210 FIN. SERV.	11,163.76	11,625.94	12,057.76	7,936.80	12,302.00	13,628.00	10.8%
2100045	52200 FR. BENEFIT	2,831.00	3,436.00	2,627.00	2,620.00	3,436.00	4,893.00	42.4%
2100045	52400 F.I.C.A.	6,773.40	6,544.45	8,025.70	5,787.82	8,851.00	10,615.00	19.9%
2100045	55800 DEPT EQUIP	.00	.00	51.10	3,867.10	.00	.00	.0%
2100045	55830 SOFT. SUPPO	4,967.12	6,136.93	5,980.79	6,296.83	6,070.00	6,300.00	3.8%
2100045	56440 SPEC. EVENT	.00	.00	.00	7,194.38	9,900.00	9,900.00	.0%
2100045	56950 MTG/DUES	438.29	288.27	413.00	.00	400.00	400.00	.0%
2100045	57200 PRINTING	.00	81.84	.00	.00	100.00	100.00	.0%
2100045	57350 REFRESHMEN	.00	.00	271.20	186.95	.00	.00	.0%
2100045	57360 MATER/SUPP	754.38	2,028.39	464.41	197.65	1,500.00	1,500.00	.0%
2100045	59010 PROGRAMS	96,942.81	132,607.75	123,049.17	77,650.39	130,000.00	130,000.00	.0%
2100045	59425 C CRD FEES	6,036.20	7,371.57	6,876.70	3,936.15	7,500.00	7,500.00	.0%
2100045	59920 LIC FEE	335.00	336.00	341.00	348.00	340.00	340.00	.0%
TOTAL PARK & RECREATION REVE		207,619.42	256,400.05	255,109.40	196,756.63	294,638.00	310,800.00	5.5%
TOTAL PARK & RECREATION REVE		207,619.42	256,400.05	255,109.40	196,756.63	294,638.00	310,800.00	5.5%
GRAND TOTAL		207,619.42	256,400.05	255,109.40	196,756.63	294,638.00	310,800.00	5.5%

** END OF REPORT - Generated by Elisa Michell **

COMMUNITY SERVICES**PUBLIC LIBRARY – 10320**EXPLANATION

The mission of the Canton Public Library is a community information center that employs trained staff and offers a variety of collections, services, programs and equipment to which Canton residents of all ages can turn for support of lifelong reading, learning and personal enrichment.

BUDGET CHANGES AND COMMENTARY

- Supervisor Salary: Reflects salary for the Library Director.
- Part Time: Part-time salaries indicate a 2.75% wage increase.
- Salaried Full Time: Represents salary amounts for five (5) full time employees.
- Computer Hardware: Cost of replacing computer hardware. The Library will continue purchasing iPads to be used for programming and by patrons.
- Computer Software: No special software will be purchased this year.
- Mileage: Reflects IRS rate and estimated usage.
- Copier Contract: Cost of toner and other supplies for the copier machines which is charged based on the amount of copies
- Meetings/Dues: Reflects costs of dues and memberships (Connecticut Library Consortium, CT Library Association, American Library Association, Association of CT Library Boards and Public Library Association). Increased because there is an additional employee who will need membership in library Associations.
- Office Supplies: Includes cost of library processing supplies such as library cards and book covers and standard office supplies.
- Electronic Services: Primarily the cost of membership in the Library Connection Inc. Network – \$29,382.
- Publications: Funds used to purchase print/audiovisual materials, DVDs, online data bases and other media for library patrons.
- Computer Supplies: Funds toner cartridges for four printers, three of which are color. Decreased because color copier/printer is going to Parks & Recreation.
- Training / Education: Funds conferences and seminars. Increased to allow the Director to attend the New England Library Association Conference and three other staff members to attend the Book Expo America.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Director	85,949	1	1	1	1
Head of Technical Services(a)	61,006	.75	.75	.75	.75
Head of Children's Services	58,457	1	1	1	1
Adult Services Librarian	52,914	1	1	1	1
Circulation Supervisor	49,843	1	1	1	1
Teen Services Librarian	49,140	1	1	1	1
Library Aide II – 5	18.21 per hr.	4,910	4,910	4,910	4,910
Library Aide I – 7	16.73 per hr.	3,420	3,420	3,420	3,420
Library Pages – 3	10.70 per hr.	1,144	1,144	1,144	1,144
Summer Aides – 2	11.81 per hr.	320	320	320	320
Summer Saturday Staff	18.21 per hr.	117	117	117	117

(a) Head of Technical Services also acts as the Town's Technical Support Specialist for 10 hours per week and therefore \$15,252 of the positions 61,006 salary comes from the IT Department..

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE	
1010320	LIBRARY								
1010320	51110	SUPER.SAL.	76,780.91	81,474.72	83,970.03	49,585.76	85,949.00	85,949.00	.0%
1010320	51200	PART TIME	187,721.16	194,469.70	179,617.19	100,587.10	159,064.00	163,451.00	2.8%
1010320	51300	F/T SALARY	182,635.01	197,432.10	202,202.20	122,995.04	256,109.00	256,109.00	.0%
1010320	53110	COMP.HARD.	3,100.00	3,348.85	1,021.27	1,799.00	1,000.00	1,000.00	.0%
1010320	53120	COMP.SOFT.	.00	25.00	970.00	1,123.88	1,300.00	.00	-100.0%
1010320	55200	MILEAGE	741.32	688.53	730.82	.00	800.00	800.00	.0%
1010320	55800	DEPT EQUIP	676.42	1,491.03	1,333.67	134.05	800.00	800.00	.0%
1010320	55830	SOFT.SUPPO	.00	.00	.00	.00	410.00	410.00	.0%
1010320	55860	COPIER CON	643.42	494.94	701.78	220.50	550.00	550.00	.0%
1010320	56100	POSTAGE	153.70	107.44	185.92	.00	210.00	210.00	.0%
1010320	56950	MTG/DUES	951.75	1,214.00	1,341.95	1,178.00	1,442.00	1,683.00	16.7%
1010320	57100	OFF.SUPPL.	4,593.35	4,669.08	5,004.91	2,719.15	5,100.00	5,100.00	.0%
1010320	57310	ELECT.SERV	28,926.35	28,926.35	28,903.40	29,519.70	29,658.00	29,658.00	.0%
1010320	57320	PUBLICATIO	73,034.00	73,326.08	76,242.03	57,187.43	72,000.00	72,000.00	.0%
1010320	57600	COMP.SUPPL	1,404.44	2,265.97	937.15	.00	1,200.00	1,000.00	-16.7%
1010320	57800	TRAIN/EDUC	1,035.52	830.00	1,150.00	405.44	1,100.00	1,400.00	27.3%
1010320	59010	PROGRAMS	4,662.86	4,260.83	5,034.43	2,310.34	3,500.00	3,500.00	.0%
1010320	60040	COPIER LEA	1,660.80	1,674.64	1,246.64	478.80	1,400.00	1,400.00	.0%
	TOTAL LIBRARY		568,721.01	596,699.26	590,593.39	370,244.19	621,592.00	625,020.00	.6%
	TOTAL GENERAL FUND		568,721.01	596,699.26	590,593.39	370,244.19	621,592.00	625,020.00	.6%
	GRAND TOTAL		568,721.01	596,699.26	590,593.39	370,244.19	621,592.00	625,020.00	.6%

** END OF REPORT - Generated by Elisa Michell **

TOWN OF CANTON
FINAL PROPOSED
FISCAL YEAR 2018-2019 BUDGET

COMMUNITY PLANNING AND DEVELOPMENT

7065	Building Official
7410	Town Planner

COMMUNITY PLANNING AND DEVELOPMENT BUILDING - 7065

EXPLANATION

Connecticut General Statutes Chapter 541 sets forth the needs, duties, requirements and conditions of the Building Department. Chapter 541 also mandates that all municipalities within Connecticut utilize the State Building Code as its building code. The Building Department is responsible for issuing all building and associated permits. Plan review, various inspections and the issuance of certificates of completion or occupancy are among other duties of the Department.

The Building Technician currently works full-time and is available during Town Hall hours to assist applicants and schedule inspections. The current budget reduces the hours of the Building Technician from 35 hours to 30 hours per week. Also, currently the Building Technician assists both the Fire Marshal and Fire/EMS Department. The reduced schedule will eliminate hours when the Land Use Department is not as busy (Wednesday evenings). Finally the hours between the Fire/EMS Department, Fire Marshal and Building Official have been redistributed to represent the actual time the Building Technician spends assisting each office.

BUDGET CHANGES AND COMMENTARY

- Supervisor Salary: Represents wages for the Building Official at 20 hours a week. Wages increased 2.75% which is consistent with other part-time employees.
- Full Time Hourly: Reflects cost of Building Technician.
- Mileage: Reimbursement for personal use of vehicle at the standard IRS rate.
- Reference and Texts: Used to purchase codes and other materials. Line increased to fund the purchase of code updates.
- Meetings/Dues: Cost of conferences and seminars.
- Office Supplies: Used to pay for standard office supplies such as pens and forms.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Building Official	52,765	.57	.57	.57	.57
Building Technician (10 hours per week) (a)	13,743	.59	.29	.29	.29

a) *Building Technician position is shared with the Fire Marshals Office (5 hours), Building Dept (10 hours) and Fire/EMS Department (15 hours). – Total salary for position is 46,814*

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1007065	BUILDING OFFICIAL							
1007065	51110	SUPER.SAL.	17,448.66	17,433.00	36,119.01	30,270.23	51,353.00	52,765.00 2.7%
1007065	51301	F/T HOURLY	26,278.64	27,142.41	27,676.77	16,373.43	28,381.00	13,743.00 -51.6%
1007065	55200	MILEAGE	2,388.98	2,289.50	1,709.44	1,236.86	2,100.00	2,100.00 .0%
1007065	56100	POSTAGE	129.63	175.27	114.18	204.85	200.00	200.00 .0%
1007065	56910	REF/TEXTS	.00	.00	1,077.37	.00	200.00	700.00 250.0%
1007065	56950	MTG/DUES	125.00	135.00	65.00	60.00	200.00	200.00 .0%
1007065	57100	OFF.SUPPL.	224.24	176.19	1,053.93	154.35	200.00	200.00 .0%
	TOTAL BUILDING OFFICIAL		46,595.15	47,351.37	67,815.70	48,299.72	82,634.00	69,908.00 -15.4%
	TOTAL GENERAL FUND		46,595.15	47,351.37	67,815.70	48,299.72	82,634.00	69,908.00 -15.4%
	GRAND TOTAL		46,595.15	47,351.37	67,815.70	48,299.72	82,634.00	69,908.00 -15.4%

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COMMUNITY PLANNING & DEVELOPMENT

TOWN PLANNER - 7410

EXPLANATION

The Land Use Office assists the Town Land Use, conservation and development agencies to adopt plans, policies, regulations and programs to promote the sound long-range development, general welfare and safety of the community. This includes the preservation of property values, conservation of natural resources and preservation of historic resources, in balance with the development of a strong economic base. These changes are guided by the Town's Plan of Conservation and Development. The Commissions served by the Land Use Office include the: Planning and Zoning Commission; Inland Wetlands and Watercourses Agency; Zoning Board of Appeals; Economic Development Agency; Conservation Commission; and from time to time the two (2) Historic Properties Commissions. Pursuant to a reorganization approved during the current fiscal year, the Land Use Department also consists of the Building Official and the Fire Marshal, who report to the Director of Community Planning and Development (Town Planner).

The Economic Development Agency (EDA) is funded through the marketing line item of the Town Planner budget at the same rate as last year (\$12,000). The EDA is requesting funds for the following initiatives: Promote Canton as a Business location (\$2,000); Digital Marketing (\$5,000); and Wayfinding Signage (\$3,000). See key issues in the Appendix.

BUDGET CHANGES AND COMMENTARY

- Full Time Salary: This reflects the salary for the Assistant Town Planner/Zoning Enforcement Official.
- Supervisor Salary: This reflects the salary for the Town Planner.
- Part Time: Amount reflects the cost of recording clerks from the various land use agencies. Increased based on trend.
- Full Time Hourly: Reflects the wages of the Land Use Coordinator.
- Copier Contract: Cost for supplies and maintenance for the primary copier for Town Hall staff.
- Marketing: Funds utilized to support economic initiatives of the Economic Development Agency. Amount for EDA remains unchanged.
- Meetings and Dues: Funds the cost of associations and conferences. Includes request by Town Planner to attend American Planning Association National Conference (\$1,400).
- Office Supplies: Reflects all office supplies including supplies needed for individual Land Use Commissions and Boards.
- Mapping: Funds creation of land use maps, subdivision maps and other maps needed by various Agencies, Boards and Commissions along with part of the cost of maintaining the Town's GIS electronic mapping system.
- Computer Supplies: Reflects the cost of purchasing print cartridges including those utilized by the large scale color plotter/scanner.
- Copier Lease: Cost of lease for the main copier Town Hall copier. Copier lease has been competitively bid and the anticipated amount is lower.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Town Planner	119,081	1	1	1	1
Assistant Town Planner	63,925	1	1	1	1
Land Use Coordinator	48,076	1	1	1	1

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE	
1007410	TOWN PLANNER								
1007410	51000	F/T SALARI	63,351.91	60,758.23	62,343.17	36,879.79	63,925.00	63,925.00	.0%
1007410	51110	SUPER.SAL.	103,168.61	111,975.46	116,132.44	68,700.60	119,081.00	119,081.00	.0%
1007410	51200	PART TIME	2,981.81	2,543.83	2,312.51	1,616.12	3,000.00	3,500.00	16.7%
1007410	51301	F/T HOURLY	39,973.12	44,972.31	44,534.61	27,736.06	48,076.00	48,076.00	.0%
1007410	55200	MILEAGE	695.02	762.60	451.82	204.09	1,000.00	800.00	-20.0%
1007410	55830	SOFT.SUPPO	.00	.00	.00	.00	8,200.00	8,200.00	.0%
1007410	55860	COPIER CON	2,802.43	3,403.20	1,862.69	1,436.24	2,200.00	2,200.00	.0%
1007410	56000	MARKETING	20,495.00	21,992.03	16,148.00	3,830.00	12,000.00	12,000.00	.0%
1007410	56100	POSTAGE	1,016.21	1,166.28	1,046.01	666.74	1,100.00	1,100.00	.0%
1007410	56910	REF/TEXTS	28.42	.00	82.79	108.56	300.00	300.00	.0%
1007410	56950	MTG/DUES	3,067.00	5,135.43	2,734.50	3,324.26	3,765.00	3,625.00	-3.7%
1007410	57100	OFF.SUPPL.	856.55	1,578.67	757.77	483.07	1,300.00	1,300.00	.0%
1007410	57200	PRINTING	925.00	.00	.00	.00	.00	.00	.0%
1007410	57220	MAPPING	400.00	3,682.79	4,525.14	3,000.00	3,800.00	3,800.00	.0%
1007410	57500	ADVERTISIN	4,778.75	5,195.25	4,109.00	4,167.83	3,000.00	3,500.00	16.7%
1007410	57600	COMP.SUPPL	730.85	1,092.14	857.79	373.65	850.00	850.00	.0%
1007410	60040	COPIER LEA	3,732.00	3,732.00	3,527.66	1,374.31	2,400.00	2,400.00	.0%
	TOTAL TOWN PLANNER		249,002.68	267,990.22	261,425.90	153,901.32	273,997.00	274,657.00	.2%
	TOTAL GENERAL FUND		249,002.68	267,990.22	261,425.90	153,901.32	273,997.00	274,657.00	.2%
	GRAND TOTAL		249,002.68	267,990.22	261,425.90	153,901.32	273,997.00	274,657.00	.2%

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TOWN OF CANTON

CAO PROPOSED FISCAL YEAR 2018-2019 BUDGET

INSURANCE & EMPLOYEE BENEFITS

8130	Insurance
9141	Employee Benefits

INSURANCE & MISCELLANEOUS MUNICIPAL INSURANCE - 8130

EXPLANATION

This account funds premiums on various types of Municipal Insurances including:

- Workers Compensation
- General Liability
- Malpractice, Property Coverage
- Funding for Unemployment Compensation claims

BUDGET CHANGES AND COMMENTARY

- Property Casualty: The Town's insurer is CIRMA. CIRMA is the predominant insurer for Connecticut Municipalities. Since the Town has been utilizing CIRMA there is no need to pay a separate insurance agent. The current three (3) year rate lock agreement expires on June 30, 2019. The rate lock is a "not to exceed" in that the premium cannot exceed 5% but if circumstances warrant, it could be less than 5%. The benefits of staying with CIRMA are that it is a stable company that provides rate stability and insures most of the municipalities in the State and the savings derived from not having to use an independent insurance agent (previously was \$15,000).
- Workers Compensation: Worker's Compensation is now provided by CIRMA.
- Unemployment Compensation: The Town has not secured insurance coverage for Unemployment Compensation and therefore pays claims on a self-insured basis.
- Recoverable Expenses: Provides funding associated with deductibles or costs associated with uninsured losses.

02/07/2018 10:12
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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE	
1008130	INSURANCE								
1008130	52000	PRO.CASUL.	143,789.55	147,744.60	146,489.85	150,393.89	151,106.00	155,533.00	2.9%
1008130	52010	WORK.COMP.	113,947.00	114,814.91	111,809.26	124,814.89	122,998.00	137,296.00	11.6%
1008130	52030	UNEMPLOY.	529.00	3.00	231.00	311.34	2,500.00	2,500.00	.0%
1008130	53560	REC.EXPENS	6,584.14	-1,609.96	6,985.04	1,789.47	4,000.00	4,000.00	.0%
	TOTAL INSURANCE		264,849.69	260,952.55	265,515.15	277,309.59	280,604.00	299,329.00	6.7%
	TOTAL GENERAL FUND		264,849.69	260,952.55	265,515.15	277,309.59	280,604.00	299,329.00	6.7%
	GRAND TOTAL		264,849.69	260,952.55	265,515.15	277,309.59	280,604.00	299,329.00	6.7%

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INSURANCE & MISCELLANEOUS EMPLOYEE BENEFITS - 9141

EXPLANATION

This program provides for the contributions required for benefits afforded to all Full time and Part time personnel including Life Insurance, Medical/ Surgical, Dental and Prescription Drug; Disability Insurance; Social Security and Medicare taxes. Provisions are also made for any on-going obligations of the Town for accepted and settled heart and hypertension claims by public safety personnel.

BUDGET CHANGES AND COMMENTARY

- Life Insurance: The Life Insurance benefit pays employees one and one-half times the employee's yearly salary as a death benefit (some Union contracts have greater amounts).
- Medical Insurance: The budgeted amount reflects the cost for the Town's self-insured Medical Insurance Program and Anthem's Administrative Services program. The amount is based upon the estimate of expected claims for the plan year taking into account the past years' experience. This amount includes the Town's contribution to the employee's high deductible Health Savings Account program. The current projected increase is 9.4%. The Town is currently going through a competitive bid process for a health care provider which may lower costs.
- Section 125 Plan Administration: A pre-tax benefit plan which allows employees to utilize tax exempt funds to pay certain medical and dependent care expenses. The Town pays the administrative costs of the plan.
- Heart and Hypertension: Funds the Town's liability for spousal benefits of a deceased member of the Canton Police Department.
- Pension/Defined Contribution: The total budgeted amount reflects the Annual Required Contribution identified by the Town's Pension Actuary (Defined Benefit Estimate is \$652,539 and the Defined Contribution estimate is \$314,538). This only includes the General Fund amount as those attributable to the Special Revenue accounts (WPCA, Emergency Medical Services and Parks & Recreation) are located within the corresponding Special Revenue line items.
- FICA: Represents 7.65% of anticipated salaries.
- Employee Assistance Program (EAP): Provides for the Employee Assistance Program administered through the University of Connecticut Health Center.

02/07/2018 10:13
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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1009141	EMPLOYEE BENEFITS & INSURANCE							
1009141	51670	EE LEAVE L	76,026.38	42,331.75	9,622.07	7,680.08	.00	.00
1009141	52110	LIFE INS.	9,525.81	7,193.38	7,493.88	4,459.95	7,800.00	.00
1009141	52120	MEDICAL IN	720,525.72	672,977.36	694,444.84	557,625.00	743,501.00	813,591.00
1009141	52130	SEC125 ADM	874.96	793.25	777.41	270.16	800.00	800.00
1009141	52140	LTD & ADD	7,668.50	7,234.17	7,620.93	4,498.16	7,920.00	7,920.00
1009141	52145	HEART&HYPE	43,576.00	43,576.00	44,414.00	25,140.00	43,576.00	43,576.00
1009141	52300	PENSION	822,284.05	813,499.25	860,463.77	786,458.18	917,003.00	966,077.00
1009141	52400	F.I.C.A.	320,791.43	322,583.78	340,395.32	226,316.21	345,482.00	387,403.86
1009141	56820	EAP	2,943.00	2,943.00	2,943.00	2,943.00	3,000.00	3,000.00
	TOTAL EMPLOYEE BENEFITS & IN	2,004,215.85	1,913,131.94	1,968,175.22	1,615,390.74	2,069,082.00	2,230,167.86	2,230,167.86
	TOTAL GENERAL FUND	2,004,215.85	1,913,131.94	1,968,175.22	1,615,390.74	2,069,082.00	2,230,167.86	2,230,167.86
	GRAND TOTAL	2,004,215.85	1,913,131.94	1,968,175.22	1,615,390.74	2,069,082.00	2,230,167.86	2,230,167.86

** END OF REPORT - Generated by Elisa Michell **

TOWN OF CANTON

CAO PROPOSED FISCAL YEAR 2018-2019 BUDGET

WATER POLLUTION CONTROL AUTHORITY

2400031	Water Pollution Control Authority (WPCA)
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WATER POLLUTION CONTROL AUTHORITY (WPCA) – 2400

EXPLANATION

A portion of the Town of Canton, representing a significant amount of the community's commercial and retail properties, is serviced by the Water Pollution Control Authority in the disposal of waste water. The operations of the facility, under the direction of the Authority as appointed by the Board of Selectmen, are fully funded by the Water Pollution Control Authority Special Revenue Fund.

BUDGET CHANGES AND COMMENTARY

- Supervisor's Salary: Provides funding for general wage increase to Superintendent and Chief Operator.
- Part -Time: Reflects general wages for a meeting clerk.
- Financial Services: Represents 10% share in costs associated with the provision of financial services as provided by the Town's Tax Collector, Finance Officer, Accountant, Financial Assistant, Finance Clerk, and Tax Clerk.
- Full-Time NAGE: Represents cost of two union employees. Current DPW union contract includes 2.5% wage increases.
- Overtime: to compensate WPCA and DPW employees for working one day every weekend, holidays and call outs.
- Fringe Benefits: Increased because an additional employee will be receiving health insurance this year.
- Repairs and Maintenance: Cost of building materials, valves and pipes, paint supplies and electrical.
- Manhole: Cost of replacing manhole covers. This line item was added due to the amount of manholes being replaced as part of the pavement management program.
- Toxic Tests: Cost of testing waste water to meet state regulations.
- Laboratory: Expenditures to support the laboratory including filter papers, chemical reagents and glassware equipment.
- Mileage: Reimbursement for use of personal vehicle pursuant to IRS regulations.
- Software Support: Provides funding for MUNIS and Quality Data software.
- Telephone: Funding will be used to pay part of the cost of the Verizon phone/fiber optic project.
- Sewer Use: WPCA is required to pay for its own sewer use.
- Meetings/Dues: Provides funding for subscriptions to trade journals, membership in trade organizations such as CWPAA, NEWEA, ASRWAA, WEF, CAWPCA; training and seminars; annual conference at ASRWAA.
- Major Purchases: Provides funding for unanticipated breakdowns and repairs.
- Chemicals: Funds chemicals for cleaning and odor control.
- Engineering: Funds engineering assistance to Plant Superintendent and advice to Commission.
- Project Engineering: Engineering assistance for WPCA projects requested by the WPCA Commission.
- Auditor: Reflects WPCA Share of Town's annual financial audit.
- Department Expense: Represents annual increase for employees.
- Farmington Use: Amount reflects costs associated with per user fee charged by Farmington (56 connections at 315 per connection). This amount has decreased because a significant amount of flow has been redirected back to the Canton Water Treatment Facility.
- Purchase of Nitrogen Credits: Reflects cost for nitrogen credit purchase.

PERSONNEL SUMMARY

<u>Position(s)</u>	<u>Salary</u>	<u>17-18 Authorized</u>	<u>18-19 Requested</u>	<u>18-19 Proposed</u>	<u>18-19 Approved</u>
Superintendent	113,958	1	1	1	1
Chief Plant Operator	75,525	1	1	1	1
Operator III	64,888	1	1	1	1
Operator II	51,438	1	1	1	1

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

WATER POLLUTION CONTROL AUTHOR			PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
2400000 WATER POLLUTION CONTROL AUTHOR									
2400000	36100	INT STIF	689.81	3,265.39	4,968.29	3,024.60	.00	.00	.0%
2400000	36600	MISC REVEN	500.00	.00	.00	.00	.00	.00	-100.0%
2400000	39100	Trans In	40,602.21	.00	.00	.00	.00	.00	.0%
TOTAL WATER POLLUTION CONTRO			41,792.02	3,265.39	4,968.29	3,024.60	.00	.00	-100.0%
2400031 WATER POLLUTION CONTROL AUTHOR									
2400031	34400	CUR USE RE	878,175.45	898,891.75	901,945.94	725,347.82	900,000.00	900,000.00	.0%
2400031	34402	PRIOR USE	63,294.16	55,747.22	43,032.02	26,080.04	40,000.00	40,000.00	.0%
2400031	34411	USE INTLIE	25,135.83	28,334.32	22,381.18	11,406.79	15,000.00	15,000.00	.0%
2400031	34414	FOG Fees	2,850.00	3,000.00	2,775.00	2,400.00	2,775.00	2,775.00	.0%
2400031	39000	USE OF R/E	.00	.00	.00	.00	306,900.00	.00	-100.0%
TOTAL WATER POLLUTION CONTRO			969,455.44	985,973.29	970,134.14	765,234.65	1,264,675.00	957,775.00	-16.7%
TOTAL WATER POLLUTION CONTRO			1,011,247.46	989,238.68	975,102.43	768,259.25	1,264,675.00	957,775.00	-16.7%
GRAND TOTAL			1,011,247.46	989,238.68	975,102.43	768,259.25	1,264,675.00	957,775.00	-16.7%

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

WATER POLLUTION CONTROL AUTHOR		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
2400031 WATER POLLUTION CONTROL AUTHOR								
2400031	51110	SUPER.SAL.	174,371.08	180,526.61	185,022.04	109,317.13	184,170.00	2.9%
2400031	51210	FIN.SERV.	29,895.93	31,120.43	32,362.56	20,872.62	32,789.00	8.8%
2400031	51304	F/T NAGE	94,632.00	106,324.18	101,871.07	61,311.07	112,278.00	3.4%
2400031	51400	OVERTIME	11,874.97	13,175.99	11,460.37	7,128.84	12,767.00	5.5%
2400031	52000	PRO.CASUL.	6,047.00	7,710.14	7,467.88	7,929.79	8,139.00	.9%
2400031	52200	FR.BENEFIT	97,656.99	86,428.84	90,689.24	74,350.62	94,233.00	50.9%
2400031	52220	LEGAL FEES	750.00	14,305.66	.00	.00	5,000.00	.0%
2400031	52400	F.I.C.A.	23,031.04	24,139.84	24,137.88	13,275.85	26,872.00	3.3%
2400031	53120	COMP PURCH	.00	.00	.00	670.00	.00	.0%
2400031	54200	VEHIC.FUEL	1,119.85	890.50	897.28	531.74	1,300.00	.0%
2400031	55000	REP/MAINT	11,490.03	11,202.19	12,199.35	4,010.82	12,000.00	.0%
2400031	55030	EQUIP.MAIN	2,738.12	2,312.30	3,305.12	420.00	3,130.00	.0%
2400031	55100	MAIN/CLEAN	10,139.75	10,803.81	12,031.55	914.72	12,000.00	.0%
2400031	55120	MANHOLE	2,803.00	895.37	915.60	918.00	2,000.00	-25.0%
2400031	55150	TOX TESTS	7,084.91	8,192.12	7,883.00	4,383.00	8,500.00	3.5%
2400031	55160	LABORATORY	2,632.68	3,000.97	2,800.51	1,730.72	2,700.00	11.1%
2400031	55200	MILEAGE	314.99	455.40	265.19	803.74	500.00	.0%
2400031	55500	LIGHT/POWE	65,443.47	67,808.53	65,728.19	37,925.79	72,500.00	.0%
2400031	55830	SOFT.SUPPO	5,194.25	5,253.88	5,566.57	5,352.65	5,810.00	3.3%
2400031	56100	POSTAGE	245.66	1,242.93	1,251.07	920.54	1,200.00	8.3%
2400031	56200	TELEPHONE	243.49	2,400.00	2,400.00	1,400.00	2,400.00	.0%
2400031	56205	CELL PHONE	1,616.91	1,750.72	2,189.49	1,094.37	2,250.00	6.7%
2400031	56500	FUEL/HEAT	8,746.40	6,502.21	3,894.89	1,378.44	9,300.00	-10.8%
2400031	56700	UNIFORMS	2,269.43	2,552.48	2,272.65	1,231.44	3,100.00	.0%
2400031	56750	WATER	416.53	346.19	480.67	295.34	500.00	.0%
2400031	56760	SEWER USE	350.00	350.00	350.00	350.00	385.00	10.0%
2400031	56950	MTG/DUES	1,307.00	830.20	1,025.00	1,520.63	1,000.00	.0%
2400031	57100	OFF.SUPPL.	1,228.96	928.90	1,215.77	1,001.63	1,300.00	.0%
2400031	57400	PURC.MAJOR	68,535.00	79,268.05	37,063.94	29,037.50	30,000.00	.0%
2400031	57500	ADVERTISIN	124.25	202.41	98.61	103.82	500.00	.0%
2400031	58400	CHEMICALS	3,728.62	4,818.56	4,294.60	1,618.00	5,000.00	.0%
2400031	58700	ENGINEERIN	26,453.17	23,108.85	26,285.79	25,000.00	25,000.00	.0%
2400031	58701	PRJCT ENG	4,975.00	5,000.00	5,000.00	5,000.00	5,000.00	.0%
2400031	58710	AUDITOR	4,182.50	4,100.00	3,800.00	4,200.00	4,250.00	1.2%
2400031	59100	DEPT.EXP.	.00	.00	.00	.00	10,000.00	-20.0%
2400031	59210	FARM.USE	39,000.00	30,047.64	50,493.40	41,000.00	41,000.00	-56.1%
2400031	59220	NPDS PERM.	1,918.70	1,722.50	1,722.50	1,722.50	1,723.00	.0%
2400031	59221	DEP PERMIT	.00	1,300.00	2,885.96	.00	2,500.00	-100.0%
2400031	59230	FLUSHING	4,708.41	5,391.84	3,426.21	4,703.60	6,500.00	.0%
2400031	59240	SLUDGE/GRI	52,618.55	53,128.83	56,714.30	56,555.84	57,000.00	10.9%
2400031	59250	NITROG CRD	25,800.00	24,230.00	16,418.00	8,828.00	30,000.00	-16.7%
2400031	59999	Trans Out	.00	814,990.00	253,250.00	306,900.00	.00	-100.0%
TOTAL WATER POLLUTION CONTRO		795,688.64	1,638,759.07	1,041,136.25	845,708.75	1,143,411.00	871,515.00	-15.2%
TOTAL WATER POLLUTION CONTRO		795,688.64	1,638,759.07	1,041,136.25	845,708.75	1,143,411.00	871,515.00	-15.2%
GRAND TOTAL		795,688.64	1,638,759.07	1,041,136.25	845,708.75	1,143,411.00	871,515.00	-15.2%

TOWN OF CANTON
CAO PROPOSED
FISCAL YEAR 2018-2019 BUDGET

GENERAL FUND REVENUES

Tax Collections
Investment Income
Permits & Licenses
Departmental Revenue
Intergovernmental Revenue
Other Financial Sources

02/09/2018 09:36
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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND			PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
30	TAX COLLECTIONS								
1002080	31100	CURR TAXES	30,758,449.33	31,567,322.78	32,440,055.23	32,783,343.55	33,456,287.00	33,612,523.00	.5%
1002080	31101	TAX MVS	277,623.87	292,773.59	375,536.27	277,731.24	250,000.00	250,000.00	.0%
1002080	31900	PRIOR TAX	471,822.79	253,987.73	168,523.25	154,694.91	230,000.00	180,000.00	-21.7%
1002080	31901	SUSPENSE	4,979.43	2,706.11	7,210.16	7,630.02	3,000.00	3,000.00	.0%
1002080	31902	INT & LIEN	220,856.37	213,227.70	120,856.82	65,492.58	70,000.00	90,000.00	28.6%
	TOTAL TAX COLLECTIONS		31,733,731.79	32,330,017.91	33,112,181.73	33,288,892.30	34,009,287.00	34,135,523.00	.4%
31	INVESTMENT INCOME								
1002090	36100	INT STIF	600.58	8,608.29	29,615.12	35,894.83	12,500.00	25,000.00	100.0%
1002090	36101	PEOPLES IN	.00	12,948.21	116,072.42	59,909.37	120,000.00	120,000.00	.0%
1002090	36104	INT-WEBSTR	.52	7.31	.73	.00	.00	.00	.0%
1002090	36106	INT-WEBSTR	11,287.10	11,096.38	11,086.24	8,894.32	10,000.00	10,000.00	.0%
1002090	36108	INT-SCHOOL	6.70	12.97	28.30	30.21	.00	.00	.0%
	TOTAL INVESTMENT INCOME		11,894.90	32,673.16	156,802.81	104,728.73	142,500.00	155,000.00	8.8%
32	PERMITS & LICENSES								
1000000	33120	TELCOM TAX	27,304.32	26,952.06	27,219.91	.00	27,000.00	27,000.00	.0%
1000009	36615	BOE-PRESCH	16,340.00	17,665.00	14,400.00	8,553.00	15,000.00	15,000.00	.0%
1000009	36620	BOE-HRTFRD	176,242.99	115,279.72	74,036.11	.00	130,000.00	75,000.00	-42.3%
1001110	32240	HUNT/FISH	94.00	97.00	79.00	37.00	100.00	100.00	.0%
1001110	32250	MISC P & L	9,808.32	11,168.00	11,474.40	8,801.00	10,000.00	10,000.00	.0%
1001110	32260	DOG LICENS	1,332.50	1,346.00	1,397.50	318.00	1,300.00	1,300.00	.0%
1004440	32210	FM LIC/RPT	550.00	470.00	340.00	200.00	600.00	600.00	.0%
1007065	32210	BLDG LICPE	137,452.32	106,774.56	139,433.31	102,929.54	150,000.00	150,000.00	.0%
1007410	32000	LIC & PERM	2,240.82	901.00	1,371.00	331.00	1,400.00	1,400.00	.0%
1007430	32000	ZC LIC/PMT	1,950.00	1,900.00	2,700.00	1,700.00	2,500.00	3,000.00	20.0%
1007430	34131	ZONING APP	11,619.00	5,469.34	7,050.00	12,674.83	5,500.00	6,000.00	9.1%
1007430	34134	AQUIFER	1,100.00	100.00	300.00	.00	400.00	400.00	.0%
1007431	34130	PLAN APPLI	250.00	325.00	100.00	225.00	800.00	600.00	-25.0%
1007432	34132	ZBA APPEAL	500.00	615.00	375.00	975.00	300.00	700.00	133.3%
1007570	34133	INLAND WET	1,340.00	1,000.00	1,400.00	3,292.93	1,500.00	2,500.00	66.7%
	TOTAL PERMITS & LICENSES		388,124.27	290,062.68	281,676.23	140,037.30	346,400.00	293,600.00	-15.2%
34	DEPARTMENTAL REVENUE								
1000000	34772	NEWSLETTER	2,860.00	3,705.00	1,200.00	675.00	1,350.00	1,300.00	-3.7%
1000009	36600	BOE MISC	4,979.30	1,767.15	940.94	14,643.77	.00	2,000.00	.0%
1001110	34120	CONVEYANCE	206,700.55	218,721.26	213,571.27	130,084.83	220,000.00	220,000.00	.0%
1001110	34140	PRINT&DUPL	10,232.01	10,393.52	10,244.05	6,585.08	10,000.00	10,000.00	.0%
1002060	34140	PRINT&DUPL	269.50	.00	.00	.00	450.00	.00	-100.0%
1002080	34125	TAX-CPACE	.00	500.00	500.00	500.00	500.00	500.00	.0%
1002090	35100	BAD CK FEE	309.25	320.00	597.55	280.00	150.00	300.00	100.0%
1003170	34140	POL COPING	672.25	955.00	967.76	614.50	900.00	1,000.00	11.1%

02/09/2018 09:36
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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 2
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE	
1003170	34210	PRIV DTY A	79,634.56	52,834.70	90,152.47	114,968.28	70,000.00	75,000.00	7.1%
1003170	34211	GUN PERMIT	4,760.00	6,515.00	4,760.00	1,190.00	5,000.00	3,500.00	-30.0%
1003170	34212	RAFFLE PER	50.00	.00	10.00	30.00	100.00	100.00	.0%
1003170	34213	ALARM FEES	300.00	175.00	125.00	175.00	100.00	100.00	.0%
1003170	34214	VENDOR PER	475.00	550.00	460.00	500.00	200.00	200.00	.0%
1003170	34215	TRAFFIC FI	5,250.00	4,992.50	3,939.50	2,362.50	2,000.00	2,500.00	25.0%
1003170	34216	ALARM FINE	1,550.00	450.00	75.00	.00	200.00	200.00	.0%
1003170	34217	MISC FEES	2,025.35	2,808.46	1,260.00	830.00	1,500.00	1,500.00	.0%
1003175	34540	DOG LIC/SH	11,560.00	11,002.00	11,691.00	3,347.00	11,280.00	11,280.00	.0%
1003175	34542	DOG ADOPT	15.00	20.00	.00	.00	15.00	10.00	-33.3%
1005120	34450	INS REBATE	.00	12,208.00	15,381.00	24,270.00	12,000.00	15,000.00	25.0%
1005120	36300	REN TN PRO	11,990.00	7,825.00	8,110.00	2,500.00	10,000.00	10,000.00	.0%
1005120	36301	AT&T TOWER	20,700.00	20,700.00	20,700.00	15,456.00	20,700.00	20,700.00	.0%
1005120	36600	BOS MISC R	16,941.86	2,842.34	4,105.31	5,980.94	1,000.00	2,500.00	150.0%
1006380	34141	DIAL A RID	1,667.50	1,950.00	3,105.00	2,722.50	3,000.00	3,000.00	.0%
1006450	34720	SWIM POOL	29,534.50	32,718.00	29,400.00	5,723.75	32,000.00	32,000.00	.0%
1006450	34721	POOL DAILY	6,858.00	11,157.00	10,084.00	6,822.00	9,000.00	9,000.00	.0%
1007065	34140	PRINT&DUPL	50.00	29.00	35.00	.00	.00	.00	.0%
1007410	34140	LD US PRIN	201.00	239.00	157.00	480.00	125.00	225.00	80.0%
1007410	34217	LU FINES	75.00	.00	.00	.00	.00	.00	.0%
1010320	34140	LIB PRNT	2,693.40	2,419.66	2,094.57	1,654.59	2,704.00	2,704.00	.0%
1010320	34760	LIBRARY IN	11,408.46	11,569.81	9,824.16	5,141.73	10,500.00	10,500.00	.0%
TOTAL DEPARTMENTAL REVENUE			433,762.49	419,367.40	443,490.58	347,537.47	424,774.00	435,119.00	2.4%

35 INTERGOVERNMENTAL

1000000	33230	ROAD-IMPRO	245,255.27	245,373.85	244,907.53	130,619.67	245,000.00	245,170.00	.1%
1000000	33231	ROAD-UNIMP	15,800.00	15,787.00	16,161.00	.00	16,069.00	16,069.00	.0%
1000000	33310	ECS	3,385,315.00	3,487,103.00	3,410,842.00	1,469,718.00	1,506,051.00	2,972,221.00	97.4%
1000000	33311	TRANSPORTA	45,142.00	39,749.00	.00	.00	37,005.00	37,005.00	.0%
1000000	33312	SPEC/EXCES	.00	141,936.38	.00	.00	300,000.00	430,000.00	43.3%
1000000	33409	STABL GRT	.00	.00	.00	56,389.00	.00	.00	.0%
1000000	33410	REV SHRNG	.00	.00	211,078.00	.00	303,842.00	.00	-100.0%
1000000	33414	MASHPEQ GR	24,270.41	21,454.56	20,081.00	6,693.67	20,237.00	.00	-100.0%
1000000	33415	FEMA GRANT	10,318.50	5,175.50	10,357.00	.00	.00	.00	.0%
1000000	33601	ELDRLY SUP	62,443.34	61,827.86	59,102.24	.00	59,000.00	59,000.00	.0%
1000000	33602	ST DISABLE	947.99	957.80	957.81	885.12	750.00	750.00	.0%
1000000	33603	ST VETERAN	2,757.10	2,977.38	2,620.50	2,561.16	2,500.00	2,500.00	.0%
1000000	33604	ST PILOT	31,365.20	.00	.00	.00	19,572.00	.00	-100.0%
1000000	33605	MFG EQUIP	7,518.00	7,994.00	7,994.00	.00	.00	.00	.0%
1000000	33606	HOUS AUTHO	13,047.21	13,394.88	12,193.28	6,775.13	10,000.00	12,000.00	20.0%
TOTAL INTERGOVERNMENTAL			3,844,180.02	4,043,731.21	3,996,294.36	1,673,641.75	2,520,026.00	3,774,715.00	49.8%

36 OTHER FIN SOURCES

1000000	39000	USE FUN.BA	.00	.00	.00	.00	393,454.83	.00	-100.0%
1000000	39100	INT OP TRN	.00	.00	.00	325,000.00	325,000.00	.00	-100.0%
1000000	39310	BOND PROCE	137,485.25	.00	.00	.00	.00	.00	.0%

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TOWN OF CANTON
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 3
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PROJECTION: 2019 TOWN OF CANTON FISCAL YEAR 2018-19 BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
TOTAL OTHER FIN SOURCES	137,485.25	.00	.00	325,000.00	718,454.83	.00	-100.0%
TOTAL GENERAL FUND	36,549,178.72	37,115,852.36	37,990,445.71	35,879,837.55	38,161,441.83	38,793,957.00	1.7%
GRAND TOTAL	36,549,178.72	37,115,852.36	37,990,445.71	35,879,837.55	38,161,441.83	38,793,957.00	1.7%

** END OF REPORT - Generated by Claudia Nardi **

TOWN OF CANTON

**CAO PROPOSED
FISCAL YEAR 2018-2019 BUDGET**

LONG RANGE CAPITAL IMPROVEMENT PLAN

FISCAL YEARS: 2018 - 2019 through 2022 - 2023

Town of Canton
Comprehensive Capital Improvement Plan Project Description
For the Fiscal Years 2018-2019 through 2022-2023

INFORMATION TECHNOLOGY

Phone System Replacement: The current Adtran VOIP Phone System shared by the Town and BOE was purchased and installed in the 2012-2013 timeframe. Although the system has had some issues, it has for the most part been a reliable system that meets the Town and BOE's needs and requirements. In late 2016, the Adtran vendor announced 12/31/2018 as the end of life date for the VOIP system. Adtran is not only ending support for the VOIP system, but exiting the VOIP business altogether. The BOE and Town had no way of knowing back in 2012-2013 that Adtran would exit the business altogether and so quickly. An initial quote from one phone vendor to replace entire existing shared system is \$79,000. If the BOE/Town sharing arrangement is continued with a 60/40 BOE/Town split the Town will be responsible for \$31,600. Additional budgeted is for cost of installation and any added expenses.

Police Server: Replace two existing Police Department servers with one server that will also act as a backup to the Town Hall Server.

Cabling Improvements: Reinstall the cabling in Town Hall. Existing cabling outlets are lacking in many areas causing the need for floor switches to expand port capacity. This results in many devices sharing a single line back to the switches in the server room.

Microsoft Office Licensing: Purchase Microsoft Office Standard Licensing for 100 users. Currently all PC/users are running Office 2010. Microsoft is scheduled to release Office 2019 towards the end of 2018. Office 2019 would be purchased upon its release and then used for the foreseeable future. Full pricing (\$240 each) for 65 Town and Police PCs (\$15,600), academic pricing for 35 Library PCs (\$41 each, total cost \$1435). Additional \$965 budgeted to cover price increase and/or desire to purchase a couple of Microsoft Office Pro Plus License upgrades.

Network Switch Upgrades: Replace the existing Adtran network switches at the three primary sites (Town Hall, Library, Police Department) with HP Network Switches. New switches will provide 10GB connectivity between the three primary sites and to ESXi Virtual Server Hosts. This is 10 times faster than the current inter-site and server connection speeds of 1GB. The switches will also provide Gigabit (GB) connectivity to desktop computers at the three primary sites. This is 10 times faster than the current desktop computer connections speed of 100MB. Without the upgrades network performance will slow as more and more data is transferred across the network. Requested amount includes switch, transceiver and consultant costs.

Town Hall Server Replacement: In April 2021, the Town Hall Server will be 6 years old. Vendor support of hardware is typically at least 6 years. In addition to hardware vendor support expiring, server software vendor support may be expired and or new server software may be required by application software vendors. Without the server replacement, one or more server components may become unsupported and/or be required to be replaced. Replacement of server includes:

- Server hardware

- Virtual server software licensing
- Microsoft Server Operating System software licensing
- Microsoft SQL software licensing
- Consultant installation, configuration and migration

FACILITIES – TOWN HALL

Town Hall Improvements: Provides multi-year funding for Town Hall improvements in order to complete significant maintenance and building improvements.

Phase I ADA Improvements: Provides funding for ADA accessibility via a compliant elevator and ramp entrance. Includes signed accessible route to parking and entrance; removal and replacement of existing elevator tower; hard costs; contingency; and soft costs.

Phase II – Areas of Refuge, Door Hardware, Public Service Counters: Includes ADA Building improvements such as area of refuge doors and partition renovation work, replace existing locksets with ADA compliant lever handle locksets, and modification of existing construction of new accessible public service counters, fire life safety improvements such as exterior door and hardware replacement in auditorium, cost of phased implementation, contingency, and soft costs.

Phase III – Handrails, Fire Escape, Fire Safety Improvements: Includes ADA site improvements such as new handicapped compliant ramps, handrails at the rear entry, new handicapped compliant exterior stair handrails, and new exterior egress fire escape with area of rescue, upgrade handrails at existing escapes; stair hallway handrail reconstruction; Fire Life Safety Improvements such as sprinkler under stage, stage smoke vents, stage fire curtains; hard and soft costs.

Chiller Replacement: Provides funding for replacement of the 50.5 ton unit installed in 1991 which has a life expectancy of 18-20 years. The estimated replacement cost provided by the Town's HVAC maintenance contractor is \$140,000.

Town Hall Auditorium Ceiling Painting: Properly prepare and paint ceiling and trim in the Town Hall auditorium.

Town Hall Auditorium Air Conditioning: Install air conditioning units in the Town Hall auditorium.

Town Hall Exterior Masonry Repair: Repair and replace as needed the exterior masonry at Town Hall.

Town Hall Roof Replacement: Strip and reinstall a portion of the Town Hall Roof; approximately 320 squares at \$300 per square.

Town Hall Boiler Replacement: Replace the Town Hall boiler with a new fuel efficient boiler along with with new variable frequency drive pumps. Current boiler has shown a steady increase in operating repair costs and down time.

Energy Conservation Improvements: During fiscal year 2016-2017 the Town completed an energy audit of every municipal building, including the schools. The audit recommended improvements that could be made such as conversion to LED lighting, electrical controls for

heating and cooling, new efficient boilers, etc. The total cost of all the improvements was approximately 1.9 million dollars of which \$570,000 would be off-set by energy credits from Eversource. The estimated total cost for the energy efficiency measures for Town Hall is \$211,158.

FACILITIES – COMMUNITY CENTER

Community Center Improvements: Provides multi-year funding for Community Center improvements in order to complete maintenance and building renovations including but not limited to carpeting, painting, doors, furniture, etc.

Showers for Town Emergency Shelter: The town's current emergency shelter is at the Canton Community Center. The Community Center is fully operational on generator power, has kitchen facilities and is the repository for cots, food rations and other emergency supplies. The Community Center has no shower facilities. As such, potential adverse health risks due to hygiene-related matters are a concern. The construction of the showers at the Community Center would help alleviate these concerns. The area proposed for the showers is relatively unused and is in close proximity with the existing plumbing system.

Rebuild Six Armstrong Pumps: Rebuild six Armstrong pumps, utilized for heating and cooling, which are beyond their normal service life.

Replace Ten Condensers: Replace ten condensers, utilized for cooling, which are beyond their normal service life.

Community Center Energy Conservation: During fiscal year 2016-2017 the Town completed an energy audit of every municipal building, including the schools. The audit recommended improvements that could be made such as conversion to LED lighting, electrical controls for heating and cooling, new efficient boilers, etc. The total cost of all the improvements was approximately 1.9 million dollars of which \$570,000 would be off-set by energy credits from Eversource. The estimated total cost for the energy efficiency measures for the Community Center is \$198,564.

Remote Controls for Heat/Air: Add remote heating / air conditioning controls in room B, C, D, & E.

Replace Elevator: Replace Community Center elevator.

FACILITIES – COLLINSVILLE FIRE STATION

SBCA Replacement: The majority of the departments SCBA (self contained breathing apparatus) were purchased in 2001. The SCBA standards of today are 4 versions ahead of what we currently operate. Many of the changes made result in lighter, more comfortable airpacks with increased air capacity. Additionally they have a multitude of safety changes which include updated low air audible and visible alarms and updated PASS alarms.

Facility Study: The Collinsville Fire Station will need to be significantly upgraded or replaced. This account funds the ongoing study to review the needs of the Fire/EMS Department and determine what the best facility options are.

Replace 6 Overhead Doors: Replace 6 fourteen foot overhead doors at the Collinsville Fire Station which have reached the end of their life cycle and replace with energy efficient doors.

Collinsville Station Upgrade/Replacement: A temporary committee rendered a report indicating that the Collinsville Fire Station should be replaced on the abutting softball field. The current estimated cost for either rebuilding or renovating the existing building is \$5,400,000.

FACILITIES – PUBLIC WORKS

Public Works Facility Replacement: The current facility located on 50 Old River Road has been found to be of insufficient size to meet the current needs of the Town's Department of Public Works. The Town approved construction of a new public works facility at the existing site at a referendum on November 8, 2016. It is anticipated that construction will begin in the spring of 2018.

PUBLIC WORKS

Streetlight Purchase and LED Upgrade: During fiscal year 2016-2017 the Town completed an energy audit of every municipal building, including the schools. The audit recommended improvements that could be made such as conversion to LED lighting, electrical controls for heating and cooling, new efficient boilers, etc. The total cost of all the improvements was approximately 1.9 million dollars of which approximately \$570,000 would be off-set by energy credits from Eversource. One of the energy audit recommendations was that the Town purchase the town's streetlights from Eversource and then convert them over to LED. This was approved at a town meeting in 2017.

Infield Sand Pro Replacement: Replace 1999 Toro 3040 Sand-Pro infield groomer. The past three years repairs and down time have been increasing.

Plow Replacement: Replace two 11 foot 1990's era power angle plows with two new power angle plows. The highway trucks purchased in 2012 and 2013 did not come with plows and are in need of up-dating.

Pavement Management Program: Provides for the creation of a road condition inventory and management plan to maximize efforts to preserve the Town's investment in its roadway infrastructure. Creates a plan for the economical management of the limited resources available to operate and maintain the roadways in Canton. The funding for the program is based on a study that was approved in the 2010/2011 CIP budget. The engineering consultants that assisted the Town with the Pavement Management Program recommend that the Town fund \$600,000 to \$700,000 annually in the CIP. In 2013 the Town approved six million in bonding for road improvements. The bond funds have been completely expended. The pavement management program is funded through a combination of operating funds and LoCIP (state grant) funds.

Sidewalk Replacement Program: Provides for the replacement of existing sidewalks of varying materials and widths that have deteriorated. The replacement sidewalks are proposed to be replaced with reinforced concrete with an anti-slip surface. Sidewalks would be constructed with ramps to meet the Americans with Disabilities Act. The proposal encompasses the construction of sidewalks to fill gaps in the existing sidewalk pattern in areas such as Dowd Avenue from Dunham Road to The Green at Route 44. Most recently sidewalks were replaced and/or repaired in Collinsville.

Swimming Pool Road Bridge Removal and Turn Around: The proposed project is to remove the existing bridge, restoring the natural channel, and modify the existing dead-end roadway on the east portion of Swimming Pool Road to accommodate turning movements for vehicles utilizing the roadway. The westerly position of the roadway would be removed and the existing guide rail would be extended across the existing westerly intersection of Swimming Pool Road and Albany Turnpike to eliminate access from the west.

Rattlesnake Brook Flood Improvements: Provides for the determination of the extent of in-stream and stream crossing improvements on Rattlesnake Brook from a point approximately 500 feet upstream of Old Canton Road to the Old RR Bridge approximately 550 feet downstream of Atwater Road. The intent of the overall project is to reduce the impact of periodic flooding by Rattlesnake Brook on adjacent properties in the area. The completed work will have a service life in excess of 20 years.

The Project is proposed to encompass the following Phases:

Phase I: Perform a detailed engineering survey and study of Rattlesnake Brook to determine the impact and limits of the work on adjacent properties determine potential alternatives, design the stream crossing improvements, design the in-stream improvements to Rattlesnake Brook, and to determine what property rights would need to be secured to put the work in place and to maintain it.

Phase II: Prepare detailed construction plans and documents for bidding; secure the necessary property rights for construction and maintenance of the work. This Phase will also include securing the necessary federal, state, and local permits to construct the work. Prepare detailed engineering estimates of the probable construction cost, secure the necessary funding for the construction, bid the work, and put the work in place. This Phase may need to be broken up in several sub-Phases depending upon the total cost of the construction and the funds available. The project may require the procurement of property rights through the judicial system.

Bridge Improvement Program: Account set up to fund bridge maintenance. A recent DOT bridge inspection report indicates that several bridges on town roads need maintenance.

Town Bridge Rehabilitation: Town Bridge over the Farmington River was constructed in 1895 and is reaching the end of its service life without repairs and/or reconstruction. During the current fiscal year the Board of Selectmen applied for a grant to fund reconstructing the bridge. The estimated cost of reconstruction is \$6,183,000. A grant was received and accepted in 2010 that will fund 80% of the cost of rehabilitating the bridge. The remaining 20% will be paid with Town funds and additional grant revenues.

Big Mills Pond Dam Replacement: Provides for the replacement of the existing deteriorated earthen dam and spillway that creates Big Mills Pond in the Mills Pond Recreation Park. The proposal involved reinforcement of the earthen embankment against overtopping by flood flows and creation of a reinforced concrete spillway capable of safely passing the 100 year return flood as determined by the Federal Emergency Management Agency. Big Mills Pond Dam is considered a Low Hazard Dam as its failure is unlikely to cause excessive property damage or the loss of life downstream of the dam.

DEEP Storm water Management Plan / Town Wide Storm Drainage Inventory: Provides for an inventory of storm water drainage inlets and outlets, cross culverts, and bridges within the limits of the Town per the requirements of the Connecticut Department of Energy and Environmental Protection (DEEP) General Permit for the Discharge of Storm Water from Small Municipal Separate Storm Sewer Systems (MS4). The work will consist of determining the physical location of each catch basin, manhole, or drainage outfall, determination of the physical condition of the structure, identifying the size and material of pipes entering and leaving the structure, and screening the discharge into the structure for non-storm water discharges including illegal dumping. The work will also include the creation of a GIS data base recording the information collected both for reporting to DEEP under the terms of the General Permit and to provide management oversight of the Town's storm water system. The project will also include land surveying field work, aerial mapping, and preparation of topographic maps of the Town in order to provide accurate base mapping for reporting of inlets, outlets, cross culverts, and other storm water drainage and other features required by the Connecticut Department of Environmental Protection General Permit for the Discharge of Storm Water from Small Municipal Separate Storm Water Systems (MS4) under the Clean Water Act.

PUBLIC SAFETY – FIRE/EMS

Replace 1 3/4", 2" and 5" Hose: Due to age of hose and new inspection process for hoses, it is anticipated that additional hose will have to be replaced next year.

Cardiac Monitor: This is the primary tool used by the paramedic on most calls to provide a host of diagnostic and treatment options. The department previously had an older LP12 Cardiac Monitor, which serves as the spare. The LP12 is no longer supported by the manufacturer.

Automated CPR Device: The department currently has one automated CPR device. This device provides compressions on the patient during a cardiac arrest. CPR is extremely labor intensive, and with minimal crews this device provides ideal compression depth and frequency, while allowing the EMS crews to focus on the other treatments needed during a cardiac arrest. The current device is kept on the primary ambulance. However, we have had numerous instances when the primary ambulance was on a call, and the second ambulance responded to a cardiac arrest.

LAND USE

Subdivision Regulation Update: The current subdivision regulations have not gone through a comprehensive rewrite process since 1983. These funds would be utilized for consulting fees to assist in accomplishing this task. It is not anticipated that the process would begin until the zoning rewrite is completed.

Design Regulations: Funds utilized to draft form based regulations for areas around Route 44 and Collinsville.

Collinsville Streetscape Project (Phase II): The Collinsville Streetscape project is a grant funded program to implement the improvements outlined in the Town Commercial Center Plan. The Town Commercial Center Plan has been developed to realize benefits through the construction of historically appropriate safety and aesthetic improvements that promote economic activity. These improvements will provide safe pedestrian access, organized parking, and most importantly critical linkages between areas of business and areas of activity. The improvements are funded through a \$1,297,100 Department of Transportation, Transit Orientated Development grant.

Three Pedestrian Crossings: Install solar charged bike trail crossing signs at Canton Springs Road and Atwater Road. One sign was installed in 2016 on Commerce Drive. A recent regulatory change to the Federal National Traffic Safety Regulations has stated that the installation of this type of signage is not permitted because of pending patents on the sign.

Electronic Signage: This request is for a large electronic sign in the area of the Town Green to display information to the public.

RECREATION/SENIOR SERVICES

Lawton Road Field Development: Planning and design for recreational fields has been completed with a total project estimate of \$950,000 (in 2012 dollars) for the park/ field portion of the project. The bike path section has been separated out as another project. The Park and Recreation Commission has pursued this project for many years and believes that the need for additional field space is needed. Youth sport programs continue to grow. The Town applied for a \$500,000 STEAP grant to construct a portion of the park but the grant was denied by the state.

Dial-A-Ride: The Senior & Social Services department administers transportation services to elderly and disabled residents of Canton utilizing a wheelchair accessible vehicle and contracting our services out to a local transportation vendor to provide and coordinate day to day service as well as enhanced social and medical transportation services. The current 2016 Vehicle has a "life" of approximately 5 years or 100,000 miles, depending on wear according to the manufacturer and the State Dept of Transportation, through whom we applied for 5310 Federal Transit Administration (FTA) grant funding in order to purchase this vehicle. In anticipation of the need for a replacement vehicle, there is a request to secure CIP funds for 2019-2020 fiscal year with the hope that FTA 5310 funds will be available to assist with the purchase of a vehicle again.

Farmington River Trail Extension: In addition to the proposal for recreational field space at the Town owned parcel at 55 Lawton Rd, the extension of the Farmington River Rail Trail has been incorporated into the site plan to extend 1,200 ft along the frontage of Lawton Rd and be incorporated within the park space. This portion of the project was priced out separate from the field development, as there is potential for grant funding for the trail portion. Some of the costs of development overlap between the fields and bike path portions of the project and should ideally occur in coordination. The Town's plans on continuing the trail North of Rt 44 and eventually connecting to existing trail networks in Simsbury, thus creating a unique 28 mile recreation loop.

Tennis/Basketball Court Timed Light System: Presently the tennis and basketball courts lights system is operated on a schedule that requires the Parks Supervisor to re-set on a regular basis throughout the year. The lights are on during a set period of time regardless of whether or not anyone is on the courts or not. This creates a negative public impression and both the DPW and Parks and Recreation departments have received complaints on this matter. A viable solution would be to install a Remote Equipment Controller that would allow users to hit a button and the lights would come on for a period of time, for example 30-40 minutes. There is potential for energy savings under this system. This project would make the courts more user friendly, help with public impression and conserve energy .

Park Trail Restoration/ Bridge: The Parks and Recreation Commission expressed a desire to restore the trails at Mills Pond Park to make them more accessible and to connect the fields/schools. A part of this project would be done through use of Boy Scouts with assistance from Parks staff to help clear the trails. Additionally, there is a wooden bridge that connects the park to the trail system. The bridge is dilapidated

and has fallen into the river. It is unsafe for use and is a liability for the town. This project would include building a heavy duty bridge to restore access to the area and allow for greater use of the parks assets.

Interior Pool Repairs: Infrastructure of Mills Pond Pool is deteriorating. The pool is in need of repair work which would include sandblasting the pool, chipping concrete to 3" average depth and then shooting the pool using a gunite/shot concrete process.

River Access: A Small Town Economic Assistance grant was applied for in the amount of \$340,000 to build a boat ramp and associated improvements at 51 Old River Road (near DPW Garage) for access to the Farmington River for non-motorized boats. The grant was denied in 2015. The Town is reviewing other options for funding.

Outdoor Fitness Equipment: An outdoor fitness center located near the basketball court at Mills Pond Park. The equipment could be used by both the general public and the summer camp programs and would promote health and wellness opportunities. It is anticipated that these improvements would be funded through the Parks & Recreation Special Revenue Account.

BOARD OF SELECTMEN

Open Space Acquisition/ Preservation: Account used to fund the purchase of open space consistent with the criteria established by the Town's Plan of Conservation and Development.

TRANSFER STATION

Cement Pad for Metal Container: Install a new concrete pad for the metal roll-off container that would be located lower than the existing pad and allow for easier use by residents.

Replace Mobile Office: Replace current mobile trailer which is in poor condition with an ADA compliant trailer with sufficient work space.

WATER POLLUTION CONTROL AUTHORITY

Dyer Farms Pump Station: Upgrade to the Dyer Farms Pump Station.

Secondary Clarifier Upgrades: This includes replacement of the mechanical drives and all associated structures that encompass the new scraper arms and skimmer arms.

RBC Pump Replacement: The RBC pumps were installed in the early 1990's and are coming to the end of their life expectancy. Now that we are also pumping secondary sludge, the pump capacity has to be revisited to make sure the capacity of the pumps is sufficient.

Influent Pump Replacement: The Influent Pumps have been in place since the early 1990's. They run 24 hours a day 7 days a week and 365 days a year. The average life expectancy of equipment in a waste water treatment facility is 20 years.

LARGE EQUIPMENT/VEHICLES

Highway/Parks Equipment: Funds the replacement of various smaller (non-vehicular) DPW equipment. Board of Selectman approval is required before funds can be spent from this line item.

Highway Dump Truck #5 Replacement: Replacement of the 2006 7400 International Harvester truck.

Utility Truck #11 Replacement: Replace 2007 Ford F-250 utility truck currently used by DPW custodians. New truck would include a crew cab and lift gate. Crew cab could be utilized to transport more than two people to a job site or training seminar etc.

Truck #8: Replace 2008 F-250 pickup truck and plow.

Truck #9: Replace 2009 F-550 pickup truck and plow.

Truck #4: Replace 2010 6 wheel dump truck and plow.

Truck #12: Replace 2009 F-550 pickup truck and plow.

Field Mower: Replace 2005 Hustler 4600 120 inch mower. Current repairs and maintenance costs the past two years have been extensive. This past season the mower was out of service for extended periods of time. Mower has also shown to be a very poor quality cutting unit.

Roadside Mower Attachments: Replace attachments that are utilized by the roadside mower.

Mini Excavator: A versatile excavator that is highly maneuverable that allows for efficient time management along with a much safer work zone. This new piece of equipment will allow the highway department greater flexibility when performing drainage work on Town roadways. Currently the department utilizes a back-hoe, with a second machine; they will have the ability to have two work crews simultaneously performing road repairs.

Police Patrol Vehicle Replacement: Funds the replacement of police vehicles at the rate of three every two years. The current budget funds only one vehicle and therefore two vehicles will have to be purchased next year.

Police Admin Vehicle Replacement: Provides funding for the replacement of the Police Chief and Captain's police vehicles. The Police Chief's vehicle is anticipated to be a SUV which will also support the Chief's role as the Emergency Management Director.

EMS – New Ambulance: This line funds the replacement of the Ambulances and Paramedic Fly Car. Funding of \$74,000 per year will allow the replacement of each ambulance at 8 years of age, and the Fly Car at 9 years of age.

Fire – New Apparatus: Provides funding for the timely replacement of fire apparatus on a long range basis.

Fire Marshall - SUV: SUV Ford Explorer with lights, lettering and radio to be used by the Fire Marshall.

Town of Canton - Comprehensive Capital Improvement Plan
(Includes all sources of funds - General Fund, LoCIP, Grants and Other Funds)
For the Fiscal Years 2018-2019 through 2022-2023

PROJECT TITLE	Remaining	DEPT.	CAO	BOS	PROPOSED CAPITAL IMPROVEMENT PLAN					Total	Source
	BALANCE	REQUEST	PROPOSED	APPROVED	2019-20	2020-21	2021-22	2022-23	thru FY 20-23		
	12/31/17	2018-2019	2018-2019	2018-2019	2019-20	2020-21	2021-22	2022-23	thru FY 20-23		
Information Technologies											
VOIP Phone Replacement		36,000	36,000							36,000	Operating
Police Server	25,100.00									25,100	Operating
Town Hall Cabling		10,000			10,000					10,000	Operating
Microsoft Office Licensing		18,000			18,000					18,000	Operating
Switch Upgrades to Gigabit Speed		20,000				20,000				20,000	Operating
Town Hall Server Replacement						40,000				20,000	Operating
Facilities - Town Hall											
Town Hall Improvements	45,326.33									45,326	LoCIP
Phase I - elevator & new exterior entrance					556,885 *					556,885	Unfunded
Phase II - Areas of refuge, door hardware						460,550 *				460,550	Unfunded
Phase III - Handrails, Fire Esc., Etc.							463,816 *			463,816	Unfunded
Town Hall Chiller Replacement	89,800.00	50,200	50,200							140,000	Operating
Town Hall Air Handlers	2,271.22									2,271	Operating
Town Hall-Lead Abatement & Repaint Exterior Trim	213.85									214	Operating
Town Hall - Ceiling & Lighting Upgrade						100,000				100,000	Operating
Town Hall - Auditorium Ceiling Painting		22,800					22,800			22,800	Operating
Town Hall - Auditorium Air Conditioning		75,000			75,000					75,000	Grant
Town Hall - Exterior Masonry Repair		35,000			35,000	35,000				70,000	Operating
Town Hall - Roof Replacement		96,000				96,000				96,000	Operating
Town Hall - Replace Boiler with VFD Pumps						100,000				100,000	Operating
Town Hall - Energy Conservation		211,158	211,158							211,158	Eversource Grants & Loan/Energy Savings
Town Hall - Replace Elevator with ADA compliant model								160,000		160,000	Unfunded
Facilities - Community Center/ Library											
Community Center Improvements	4,904.46									4,904	Operating
Community Center Improvements - LoCIP	15,000.00									15,000	LoCIP
Community Center Improvements - Showers for shelter		17,200				17,200				17,200	Grant
Community Center - Rebuild 6 Armstrong Pumps		11,800	11,800		11,800					23,600	Operating
Community Center - Replace 10 Condensers		60,000			60,000					60,000	Operating
Community Center - Energy Conservation		198,564	198,564							198,564	Eversource Grants & Loan/Energy Savings
Community Center/ Library - (add remote heating/air controls in room B, C, D & E)					20,000					20,000	Operating
Community Center/Library - Replace elevator with ADA compliant model							85,000			85,000	Operating
Facilities - Collinsville Fire Station											
Facilities - Collinsville Firehouse (renovate 2nd Fl. Mens & ladies room)	222.27									222	Operating
Facilities - Collinsville Fire Station Study	8,500									8,500	Operating
Facilities Collinsville Station-Replace 6 Overhead Doors		35,000								0	Operating
Facilities Collinsville Station-Upgrade						5,400,000				5,400,000	Bonding
Facilities- Police Station											

Town of Canton - Comprehensive Capital Improvement Plan
(Includes all sources of funds - General Fund, LoCIP, Grants and Other Funds)
For the Fiscal Years 2018-2019 through 2022-2023

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	BALANCE	REQUEST	PROPOSED	APPROVED	2019-20	2020-21	2021-22	2022-23	thru FY 20-23			
	12/31/17	2018-2019	2018-2019	2018-2019	2019-20	2020-21	2021-22	2022-23	thru FY 20-23			
Energy Conservation	35,534.45									35,534	Operating	
Facilities - Public Works Garage												
Highway Garage Replacement-Bond	3,634,775									3,634,775	Bonding Approved	
Facilities DPW Garage (replace roof)	201.98									202	Operating	
Facilities DPW Garage (Engineering for Garage Replacement)	2,632.43									2,632	Operating	
Public Works												
Equipment Purchase (Paving Box-Grant Match)	608.50									609	Operating	
Streetlight Purchase and LED Upgrade	102,000									102,000	Operating	
Highway - Infield Sand Pro Replacement							17,000			17,000	Operating	
Highway - Plow Replacement (2)						20,000				20,000	Operating	
Pavement Management (road projects)	351,139.12	520,793	520,793		500,000	500,000	500,000	500,000		2,871,932	Operating	
Pavement Management-LoCIP		73,000	78,564		69,000	69,000	69,000	69,000		354,564	LoCIP	
Town Wide Sidewalk Replacement Prog.										0.00	LoCIP	
Swimming Pool Road Bridge Removal & Turn around					160,000	*				160,000	Unfunded	
Rattlesnack Brook Flood Improvements-Phase I								100,000	*	100,000	Unfunded	
Rattlesnack Brook Flood Improvements-Phase II								200,000	*	200,000	Unfunded	
Bridge Improvement Program	17,355.00	35,000			35,000	*	25,000	*	75,000	*	210,000	Unfunded
Bridge Improvement Program-LoCIP	12,486.60									12,486.60	LoCIP	
Town Bridge Road - Rehabilitation	5,032,901.72									5,032,902	Grant	
Town Bridge Road - Rehabilitation	871,227.24									871,227	Additional Appropriation'	
Town Bridge Road - Rehabilitation	0.00									0	STEAP Grant	
Big Mills Pond Dam Replacement								250,000	*	250,000	Unfunded	
DEEP Stormwater Mgmt Plan	12,349.52									12,350	Operating	
Public Safety - Police												
Dispatch Console	0.00									0	Operating	
Public Safety - Fire/ EMS												
Fire - SCBA-Air Pack Bottle Replacements	391.62							400,000		400,392	Operating	
Fire - Hose Replacements	5.44	10,000	10,000							10,005	Operating	
Fire/EMS - Radio System Upgrade					100,000	150,000				250,000	Operating	
EMS - Cardiac Monitor	79.42	36,000								79	Operating	
EMS - Automated CPR Device		16,000								0	Operating	
EMS - Replacement Stretcher		20,000	20,000							20,000	Operating	
Land Use												
Zoning Map	350									350	Operating	
Subdivision Regulation Update	2,079									2,079	Operating	
Design Regulations	1,200									1,200	Operating	
Collinsville Streetscape-Phase II (TOD Grant)	(11,687)									(11,687)	Grant	
3 Ped Cross Safety Beacons	2,709.52	11,000			11,000					13,710	Operating	

Town of Canton - Comprehensive Capital Improvement Plan
(Includes all sources of funds - General Fund, LoCIP, Grants and Other Funds)
For the Fiscal Years 2018-2019 through 2022-2023

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	BALANCE	REQUEST	PROPOSED	APPROVED	2019-20	2020-21	2021-22	2022-23	thru FY 20-23			
	12/31/17	2018-2019	2018-2019	2018-2019	2019-20	2020-21	2021-22	2022-23	thru FY 20-23			
Electronic Signage		21,000										
Recreation/Senior Services												
Lawton Road Site - Site Improvements	0.00	800,000								800,000		Grant
Dial-A-Ride Van	0.00	15,000				15,000	75,000			90,000		Grant/Operating
Track/Field at Canton High School	1,950.92									1,951		Bonding Approved
Farmington River Trail Ext						340,000	*			340,000		Unfunded
Farmington River Trail Island Reconstruction at Bridge St	7,681.97									7,682		Operating
STEAP - Recreation Improvements-Skatepark	0.25									0		Grant
STEAP - Park Planning and Master Plan & Design Services	(9,928.00)									(9,928)		Grant
All Terrain Outdoor Event Stage	1,885.40									1,885		Operating
Tennis/Basketball Court Timed Light System		15,000	15,000							15,000		Parks & Recreation Special Revenue
Mills Pond Park - Trail & Bridge Restoration								40,000	*	40,000		Unfunded
Mills Pond Pool - Interior Repairs		75,000			75,000	*				75,000		Unfunded
River Access		340,000				340,000	*			340,000		Unfunded
Outdoor Fitness Equipment		25,000	25,000							25,000		P & R Special Revenue Fund
Board of Selectmen												
Acquisition of Open Space	15,103.47									15,103		Operating
DPW -Transfer Station												
Facilities Transfer Station -Cement Pad for Metal Container		15,000	15,000		15,000					15,000		Transfer Station Special Revenue
Facilities Transfer Station -Replace Mobile Office						50,000				50,000		Operating
Water Pollution Control Authority												
Pump Station Rehab Phase II - Dyer Farms					125,000					125,000		WPCA Cap. Fund
Secondary Clarifier Upgrades						977,000				977,000		WPCA Cap. Fund
RBC Pump Replacement							370,000			370,000		WPCA Cap. Fund
Influent Pump Replacement								450,000		450,000		WPCA Cap. Fund
Equipment/ Vehicle Purchase												
Highway/Parks Equipment	11,422.64									11,423		Operating
Highway - Truck # 2 Replacement	690.00									690		Operating
Highway - Truck # 7 Replacement	444.18									444		Operating
Highway - Truck # 5 Replacement					165,000					165,000		Operating
Highway - Truck # 11 Replacement	28,350.00	15,000	15,000							43,350		Operating
Highway - Truck # 8 Replacement		60,000					65,000			65,000		Operating
Highway - Truck # 9 Replacement						110,000				110,000		Operating
Highway - Truck #4 Replacement								165,000		165,000		Operating
Highway - Truck #12 Replacement							70,000			70,000		Operating
Highway - Field Mower	0.27	62,716								0		Operating
Highway - Roadside Mower Attachment							35,000			35,000		Operating
Highway - Replace Wheel Loader								185,000		185,000		Unfunded

Town of Canton - Comprehensive Capital Improvement Plan
(Includes all sources of funds - General Fund, LoCIP, Grants and Other Funds)
For the Fiscal Years 2018-2019 through 2022-2023

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	BALANCE	REQUEST	PROPOSED	APPROVED	2019-20	2020-21	2021-22	2022-23	thru FY 20-23		
	12/31/17	2018-2019	2018-2019	2018-2019	2019-20	2020-21	2021-22	2022-23	thru FY 20-23		
Highway - Mini Excavator		88,462	66,347						66,347	Operating	
Police - Patrol Vehicle Replacement	60,303.00	60,000	60,000		54,000	54,000	54,000	54,000	336,303	Operating	
Police -Admin Vehicle Replacement	26,492.87								26,493	Operating	
Police - Vehicles/Tablets		60,000									
EMS - New Ambulance	80,268.41	74,000	74,000		74,000	74,000	74,000	74,000	450,268	Operating	
EMS - Paramedic Vehicle	1,689.19								1,689	Operating	
Fire - New Apparatus	658,884.74	130,000	130,000		130,000	130,000	130,000	130,000	1,308,885	Operating	
Fire Marshall - SUV		32,000									
GRAND TOTALS											
Operating Budget Funding	2,416,914	3,506,693	994,140		1,278,800	1,511,200	1,127,800	1,323,000	14,764,914		
Unallocated CIP	17,197										
LoCIP Funding	72,813		78,564	0	69,000	69,000	69,000	69,000	354,564		
Grant/ Other Funding	(21,615)					340,000	75,000		415,000		
Bonded Projects	3,636,726				0.00	0.00	0.00	0.00	3,636,726		
Town Bridge Rehabilitaton - Total Unspent	5,904,129										
Energy Conservation Projects	137,534	409,722	409,722	0	0	0	0	0	547,256		
Future Bonding	0	0	0	0	0	5,400,000	0	0	5,400,000		
P & R Special Revenue Fund	0	25,000	40,000	0	0	0	0	0	65,000		
WPCA					125,000	977,000	370,000	450,000	1,922,000		
TOTALS	12,163,698.33	3,941,415	1,522,426		1,472,800	8,297,200	1,641,800	1,842,000	27,105,460		

Unfunded Projects **826,885** * **1,165,550** * **538,816** * **850,000** * **3,221,251** *Total Unfunded*

Note: Projects to be funded in future years are in BOLD Black
CAO Approved CIP projects funded with Operating Funds for FY 18-19
CAO approved CIP projects funded with Non-Operating funds (LoCIP, Special Revenue, Grants) for FY 18-19
* **Projects require funding not available under current or projected funding levels.**
Includes prior year(s) unfunded amounts

TOWN OF CANTON

CAO PROPOSED
FISCAL YEAR 2018-2019 BUDGET

APPENDICES

FISCAL YEAR 2018-2019: CAO PRELIMINARY DRAFT BUDGET
Standard Account Definition and Explanation

Account	Title	Definition and Explanation
5100	Full Time	Current salaries of all non-union full time employees
5110	Supervisor Salaries	Current salaries of all supervisors
51200	Part Time	Covers part time employees. Clerking done for board and agencies is included in this category.
51300	Full Time Affiliation	Salaries of all full time Union employees (NAGE, AFSCME, CILU).
55000	Repairs/Maintenance	Funds utilized to make facility repairs or significant maintenance.
51660	Educational Incentive	Funds expenses related to payment of educational incentive to employees as mandated by collective bargaining agreement.
52100	Bonds	Funds expenses related to bonding of employees within Department.
53120	Computer Purchase	Funds expenses related to acquisition of computer equipment such as monitors, hard drives, printers, etc.
54200	Vehicle Fuel	Funds costs associated with fueling of all Town vehicles and/ or apparatus. Fuel is usually procured through a cooperative purchasing agreement with CRCOG.
55010	Vehicle Maintenance	Funds expenses related to the maintenance of Town vehicles and/ or apparatus in a safe and working manner.
55100	Maintenance/ Cleaning Supplies	Funds supplies related to cleaning/ maintenance of buildings and facilities including paper goods, cleansers, light bulbs, soaps, etc.
55200	Mileage	Funds expenses related to travel for work or Town purposes. Reimbursement is at IRS rate of .535

FISCAL YEAR 2018-2019: CAO PRELIMINARY DRAFT BUDGET
Standard Account Definition and Explanation

55300	Heating/ Cooling Repairs	Funds expenses related to repairs to HVAC systems that are not otherwise covered by a service contract.
55310	HVAC Maintenance Contract	Funds expenses related to maintenance contract for HVAC systems of Departmental or Town facilities.
55500	Light and Power	Funds costs associated with electricity for Departmental or Town facility.
55800	Department Equipment Maintenance/ Repair	Funds costs associated with repairs, maintenance and/ or replacement of Departmental equipment.
55810	Office Equipment Maintenance	Funds expenses related to service contracts and repairs to Departmental or Town office equipment.
55830	Software Support	Funds expenses related to maintenance and licensing fees for computer systems and software utilized by Town and/ or Department.
55850	Safety	Provides funding for safety training and equipment.
56100	Postage	Funds expenses related to mailing of information, agendas or documents in accordance with functions of Department and/ or programs.
56200	Telephone	Funds expenses for Town and/ or Departmental telephones, radio/ emergency phone circuits, pagers, etc.
56205	Cell Phone	Funds expenses related to Departmental cell phone use
56340	Cable Television	Funds expenses related to cable television service for Town and/ or departmental needs.
56500	Fuel/ Heat	Funds expenses related to costs of petroleum fuel or natural gas for purposes of heating a Town or Department facility. Heating fuels, petroleum and natural gas, are purchased cooperatively through CRCOG.

FISCAL YEAR 2018-2019: CAO PRELIMINARY DRAFT BUDGET
Standard Account Definition and Explanation

56750	Water	Funds costs associated with water use for Departmental or Town facility.
56760	Sewer	Funds expenses related to the annual sewer use charge for Department or Town facility. Increases in these areas are driven by metered charges rather than administrative adjustments made by previous administrations.
56910	References/Texts	Funds expenses related to texts, publications and reports necessary and/ or beneficial to Departmental or Town functions.
56920	Consultant	Funds expenses related to retaining services of consultant for purposes of assisting in or performance of necessary functions related to Department or program function or Town business.
56950	Meetings/Dues	Funds expenses related to memberships and/ or dues to various professional, civic, community or governmental agencies, organizations or agencies necessary or beneficial to Town functions.
57100	Office Supplies	Funds expenses related to purchase of office supplies necessary to effectively operate Departments and/ or functions.
57200	Printing	Funds expenses related to printing and binding of documents, manuals and reports of respective departments.
57400	Equipment Purchases - Major	Funds expenses related to purchase of major equipment for Town or Departmental operation needs.
57500	Advertising	Funds expenses related to advertising for purchasing, personnel, or legal notice purposes.
57600	Computer Supplies	Funds expenses related supplies for computers and printers within the Department and/ or function.
60030	VOIP/WAN	Lease payments for VOIP phone system and fiber optic lines.

TOWN OF CANTON

FY 2018-2019 Vehicle Roster

FISCAL YEAR 2018 - 2019: Town of Canton Vehicle Roster and Replacement Schedule

Dept.	Description	Year	Make	Model	VIN / SERIAL #	Plate #	Type	Miles	Condition	Replacement	Value	Fleet #	GVW
Public Works	Truck #1	2011	Ford	F-150 / PU	1FTMF1EF4BKD84147	1 CN	Ford	50,867	Very Good	2021-2022	12,461		6,800
Public Works	Truck #2	2016	Freightliner	114SD	1FVAG3CY8GHGZ3745	2 CN	Freightliner	946	New	2025-2026	164,375		47,120
Public Works	Truck #3	2013	Freightliner	108SD	1FVDG5BS3DHF8461	3 CN	Freightliner	16,747	Very Good	2024-2025	116,655		43,120
Public Works	Truck #4	2010	IH (International)	7400 / 4x2	1HTWCAZR3AJ273666	4 CN	IH (International)	27,304	Good	2020-2021	54,844		41,000
Public Works	Truck #5	2006	IH (International)	7400 / 4x2	1HTWCAZR36J297117	5 CN	IH (International)	50,816	Good/Fair	2017-2018	22,718		17,691
Public Works	Truck #6	2014	Freightliner	1145D / dump	1FVAG3BS6EHFH3562	6 CN	Freightliner	15,806	Excellent	2025-2026	112,064		47,120
Public Works	Truck #7	2017	Freightliner	114SD	1FVAG3CY7HHHV5248	7 CN	Freightliner	248	New	2026-2027	179,556		45,300
Public Works	Truck #8	2008	Ford (F21E)	F-250 / PU	1FTSF21R28EC87470	8 CN	Ford (F21E)	72,504	Good	2019-2020	5,801		9,600
Public Works	Truck #9	2009	Ford (F577)	F-550 / dump	1FDAF57R29EA61091	9 CN	Ford (F577)	46,967	Good	2020-2021	17,734		17,950
Public Works	Truck #11	2007	Ford (F21G)	F-250 / PU	1FTSF21P67EB00356	11 CN	Ford (F21G)	67,210	Good/Fair	2018-2019	3,546		9,600
Public Works	Truck #12	2009	Ford (F577)	F-550 / Utility	1FDAF57R49EA61092	12 CN	Ford (F577)	44,078	Good	2020-2021	15,576		17,950
Public Works	Sweeper	2007	Elgin	Pelican	NPO177D	19 CN	Elgin	10,235	Very Good	2027-2028	40,685		N/A
Public Works	Loader	2010	John Deere	444 K	DW444KZ627658	10 CN	John Deere	4726	Very Good	2025-2026	71,638		N/A
Public Works	Backhoe / Loader	2011	John Deere	410 TMJ	1T0410TJBD209673	18 CN	John Deere	2361	Very Good	2026-2027	91,596		N/A
Public Works	Roadside Mower	2009	John Deere	5093E	LV5093E160818	14 CN	John Deere	1881	Very Good	2024-2025	45,712		N/A
Public Works	Bobcat	2011	Bobcat	S 205	A3LJ38496		Bobcat	388	Very Good	2026-2027	25,955		N/A
Public Works	Utility Tractor	2014	Massey Ferguson	1754H	DJJ22919	38 CN	Massey Ferguson	40	Excellent	2034-2035	22,483		N/A
Public Works	Chipper	2014	Morbark	M12R	4S8SZ1616EW071898	13 CN	Morbark						N/A
Public Works	Trailer	1989	Eager Beaver	20 Hal	112HMV283KT03974	15 CN	Eager Beaver						47,100
Public Works	Trailer	2013	Cam Superline	6Cam18	5JPBU2328AP125782	16 CN	Cam Superline						9,900
Public Works	Trailer	N/A	Haulette	Cs1012-s	1H9MH122	17 CN	Haulette						5,500
Public Works		2004	Hamm			37 CN	Hamm						N/A
Public Works	Trailer	2008	Giant Vac	3001CHW	71805001	39 CN	Giant Vac						N/A
Public Works	Enclosed Trailer	2016	Nexhaul		564BE142XGR0098	43 CN	Nexhaul						7,000
Parks	Tractor	1999	Toro	SandPro	08885-90342		Toro	1237	Poor	2016-2017	850		N/A
Parks	Tractor	2004	John Deere	4110H	LV41104211675		John Deere	1262	Fair		9,094		N/A
Parks	Mower	2009	Hustler	Super Z /31HP	SZ31KAW72XR7		Hustler	2223	Fair	2016-2017	3,215		N/A
WPCF/A	Truck	1999	Chevy	S-10	1GCCS1948XK167711	32 CN	Chevy	44,231	Good	2022	5,000		4600
WPCF/A	Truck	2007	Ford	F-250 / PU	1FTNF21587EB31278	30 CN	Ford	15,380	Good	2022	15,000		9000
WPCF/A	Sewer Line Rodder	1991	SRECO	NHB-MS/3900D	D863-102591	31 CN	SRECO	-	Good	2,022	2,500		
Police	Car #1 / 20CN	2017	Ford	Explorer	1FM5K8AR0HGA63723	Car #1 / 21CN	Ford	32,412	Good	2020			6,342
Police	Car #2 / 21CN	2015	Ford	PI	1FAH2PMK2FG112201	Car #2 / 22CN	Ford	32,590	Good	2018			5,500
Police	Car #3 / 22CN	2015	Ford	PI	1FAHP2MK2FG112200	Car #3 / 23CN	Chevy	92,986	Excellent	2018			5,500
Police	Car #4 / 23CN	2012	Chevy	Tahoe	1GNSK2E08CR299042	Car #4 / 24CN	Ford	93,747	Good	2015			7,200
Police	Car #5 / 24CN	2017	Ford	Explorer	1FM5K8AR0HGA63724	Car #5 / 35CN	Ford	67,626	Excellent	2020			6,342
Police	Car #6 / 25CN	2013	Chevy	Tahoe	1GNSK2E03DR363280	Car #9 / 19CN	Chevy	45,706	Excellent	2016			7,200
Police	Car #7 / 26CN	2015	Ford	PI	1FAHP2MK2FG190461	Car #10 / 20CN	Ford	9,729	Good	2018			5,500
Police	DD /651-RKL	2014	Chevy	Impala	2G1WT58K779310062	DD /651-RKL	Chevy	18,678	Good	2017			3555
Police	Capt. / 845-ZBT	2012	Chevy	Impala	2G1WF5E33C1150274	Chief / 845-YCO	Ford	92,523	Excellent	2017			3555
Police	Chief / 845-YCO	2011	Ford	Taurus	1FAHP2DW4BG115998	Capt. / 645-ZBT	Chevy	76,417	Excellent	2017			4,035
Police	Box Trailer / 27CN	2006	American Hauler	NH610SA	5N6200DIX71015238	Radar Trailer	BW Custom	n/a	Good	n/a			2,990
Police	Mess. Board Trailer / 28CN	2010	All Traffic	ATS-5	1B9AF51179P825337	Box Trailer / 33CN	American Hauler	n/a	Good	n/a			820
Police	Radar Trailer / 29CN	2008	Decatur	OnSite 350	189BS09178H659048	Message Board Trailer	All Traffic	n/a	Good	n/a			1,500
Values are based on current Kelley Blue Book for dealer trade-in without police equipment													
General	Dial-A-Ride	2006	Ford	E-350/Van	1FDXE45P16DA36144		Ford	137,025	SOLD	2016	4,600		3,300
Senior & Social Services	Dial-A-Ride	2016	Chevy	CG33503/Service Bus	1GB3GRBG2G1183062		Chevy	16,639	New	2021-2022	60,663		
Fire Svcs	Rescue 9 - Cville	1999	Spartan	Rescue	4S7HR8197CX030950	1111	Fire Apparatus	18,289	Good	2023-2024	153,878		36000
Fire Svcs	Eng. 3 - Collinsville	1991	Marion	Pumper	1D91P13F9L3008300	None	None	35,823	Fair	2014-2015			61520
Fire Svcs	Engine 6 - N.C.	2004	Amer LaF	Pumper	4Z3AADBS64RM96936	614	Fire Apparatus	17,959	Good	2026-2027			42,000
Fire Svcs	Squad 5 - N.C.	2009	Chevrolet	Pumper	1GBG5C3959F409914	None	None	8,964	Good	2032-2033			21,500
Fire Svcs	Tanker 7 - N.C.	2006	Kenworth	Tanker	2NKDLUOX46M153648	None	None	Good	Good	2031-2032	266,271		66,000
Fire Svcs**	Engine 6 - N.C.	1993	KME	Pumper	1K9AF4283PN0587	SOLD	SOLD	21,277	SOLD	2016-2017			

FISCAL YEAR 2018 - 2019: Town of Canton Vehicle Roster and Replacement Schedule

Dept.	Description	Year	Make	Model	VIN / SERIAL #	Plate #	Type	Miles	Condition	Replacement	Value	Fleet #	GVW
					Engine hours =			2,375					
					Pump hours =			278					
Fire Svcs	Engine 4 - Collinsville	2013	Spartan	Pumper	4S7CU2D96DC077139	None	None	5000	Excellent		415,000		47,000
Fire Svcs	Engine 1 - Canton	2013	Spartan	Pumper	4S7CU2D92DC077140	None	None	4879	Excellent		415,000		47000
Fire Svcs	ATV1 - Canton	2005	Polaris	ATV	4XARF50A15D725996	None	None	221 hrs	Fair		14,800		
Fire Svcs**	Eng #1-CanVFD	1987	E-One	Pumper	1F9BBA84H10378	SOLD	SOLD	36,977	SOLD	2011-2012			
Fire Svcs	Ladder #2-CanVFD	1997	Marion	Ladder	4SJW429XVC023084	SOLD	SOLD	14,328	SOLD	2020-2021			
					Engine hours =			2,845					
					Pump hours =			67					
					Areal hours =			783					
Fire Svcs/EMS	Ladder 2 - Canton	2015	Pierce	Ladder	4P1BCAGF8FA015095	None	None	3949	Excellent				74,800
Fire Svcs/EMS	ATV Trailer - N.C.	2013	Belmo	6X14	1B9UT1423DL657929	40 CN	Municipal		Excellent		3,528		7,000
Fire Svcs/EMS	Boat Trailer	?	Anderson	7 x 14	?	42 CN	Municipal		Fair				3,500
Fire Svcs/EMS	Utility Trailer	?	Anderson	7 x 14	?	41 CN	Municipal						3,500
EMS	Paramedic Fly Car	2016	Chevy	Tahoe	1GNSKDKC0GR395117	CO20102	Combination	1192	Excellent				7,100
Fire Svcs/EMS	Utility 8 - Canton	2005	Chevy	Silverado	2GCEK13T551300589	36 CN	Municipal	33,107	Good	2022-23	37,000		7,000
EMS	Ambulance	2007	Chevy	Road Rescue	1GBE4V1958F410780	412	Ambulance	108,781	Fair	2015-16			16,500
EMS	Ambulance	2013	Chevy	Braun G4500	1GB6G5CL3D1116757	2281	Ambulance	55,678	Good		200,000		14,200
EMS	Ambulance	2018	Ford	F-450/Braun Type I	1FDUF4HTXHDA08791		Ambulance			2015-16			

**listed for sale

2017 GRAND LIST

TOWN OF CANTON
MEMORANDUM

TO: Robert Skinner, CAO
FROM: Steve Kosofsky, Assessor
Kerri Kazlauskas, Assessment Technician
DATE: January 24, 2018
RE: 2017 Grand List

This is to inform you that on January 30, 2018, the 2017 Grand List was filed with the following results:

	<u>2016</u>	<u>2017</u>	<u>Change</u>	<u>%</u>
Real Estate	984,580,080	987,728,190	3,148,110	0.32%
Personal Property	44,373,280	46,210,350	1,837,070	4.14%
Motor Vehicles	87,763,595	87,954,340	190,745	0.22%
Total	1,116,716,955	1,121,892,880	5,175,925	0.46%

Based on the current mill rate of 30.49, the increase in the grand list will produce \$157,813.95 in new tax revenue.

Real Estate

This year's Real Estate list increased due to the completion of nine new homes, and improvements to existing real property requiring the issuance of building permits. In addition, this year, for the first time, we compared the information listed on Realtor.com (which is the Realtors website) with our property record cards and the discrepancies resulted in a \$404,550 assessment increase.

Personal Property

We had 769 businesses listed this year which is a net increase of 32 new accounts. In addition, there were 243 Personal Property declarations non-filers compared to 183 the previous year. Each non-filer receives a 15% increase in assessment plus a 25% assessment penalty per State statutes.

Motor Vehicles

The increase in the Motor Vehicle list is attributed to the higher prices of new vehicles that replaced older, less expensive vehicles.

We have also continued to assess 20+ year vehicles according to NADA values unless they are registered with Historic/Classic plates.

TOWN OF CANTON

SUMMARY OF FULL TIME & PART TIME EMPLOYEES

APPENDICES SUMMARY OF FULL TIME AND PART TIME EMPLOYEES

FUNCTION	FULL TIME PERSONNEL (# of Persons)		PART TIME PERSONNEL (# of positions or hours)	
	2017-2018	2018-2019	2017-2018	2018-2019
GENERAL GOVERNMENT				
<i>Board of Selectmen</i>				
First Selectman			.4	.4
<i>Total</i>			.4	.4
<i>Chief Administrative Officer</i>				
Chief Administrative Officer	1	1		
Executive Assistant	1	1		
<u>CAO Clerk</u>			.71	.71
<i>TOTAL</i>	2	2	.71	.71
<i>Elections</i>				
Registrars			PT (2)	PT (2)
Deputy Registrars			PT (2)	PT (2)
<i>Town Clerk</i>				
Town Clerk	1	1		
Assistant Town Clerk			.71	.71
<u>Seasonal Clerk</u>			.04	.04
<i>TOTAL</i>	1	1	.75	.75
<i>Information Technologies</i>				
Technical Support Specialist	.25	.25		
<i>TOTAL</i>	.25	.25		
FINANCE				
<i>Assessment</i>				
Assessor			.43	.17
Assessment Technician	1	1		
<u>Part Time Recording Clerk (BOAA)</u>				
<i>TOTAL</i>	1	1	.43	.17
<i>Tax Collector</i>				
Tax Collector	1	1		
<u>Tax Clerk</u>			.48	.48
<i>TOTAL</i>	1	1	.48	.48
<i>Finance Officer/ Treasurer</i>				
Finance Officer/ Treasurer	1	1		
Accountant	.50	1		
Financial Assistant	1	1		
Accounts Payable		1		
Accounting Clerk			.50	.50
Benefits Coordinator/Payroll		1		
<u>Finance Clerk</u>			.60	.71
<i>TOTAL</i>	2.50	5.00	1.10	1.21

FUNCTION	FULL TIME PERSONNEL (# of Persons)			PART TIME PERSONNEL (# of positions or hours)	
	2017-2018	2018-2019		2017-2018	2018-2019
PUBLIC SAFETY					
<i>Police Department - Administration</i>					
Chief of Police	1	1			
Deputy Chief of Police	1	1			
Administrative Secretary	1	1			
Crossing Guard (Part Time- Seasonal)				.20	.20
<i>Police Department – Patrol</i>					
Sergeant	4	4			
Patrol Officer	8	8			
<i>Police Department – Detective/ Investigations</i>					
Detective	1	1			
<i>Police Department – Dispatch/ Communications</i>					
Dispatcher	4	4			
Dispatcher (576 hours)				.28	.28
<i>Police Department – Animal Control</i>					
<u>Animal Control Officer (468 hours)</u>				.23	.23
TOTAL	20	20		.71	.71
<i>Fire Department</i>					
Clerical Assistant	.11	.28		Stipend	Stipend
<u>Fire Chief and Other Officers</u>					
TOTAL	.11	.28			
<i>Emergency Services</i>					
Fire Chief and Other Officers				Stipend	Stipend
<i>Fire Marshal</i>					
Fire Marshal				.71	.71
Deputy Fire Marshal				.06	.06
<u>Clerical Assistant</u>	.3	.14			
TOTAL	.3	.14		.77	.77
PUBLIC WORKS					
<i>Facilities – Town Hall</i>					
Maintainer Supervisor	1	1			
Maintainer/Custodian	1	1			
<u>Custodian</u>	.1	.1			
TOTAL	3	3			
<i>Parks</i>					
Park Supervisor	1	1			
Seasonal Temporary Employee				.35	.35
<u>Transfer Station Attendant (16 hours/week) 1-1-16</u>	.40	.40			
TOTAL	1.40	1.40		.35	.35

FUNCTION	FULL TIME PERSONNEL (# of Persons)			PART TIME PERSONNEL (# of positions or hours)	
	2017-2018	2018-2019		2017-2018	2018-2019
<i>General Highway</i>					
Public Works Director	1	1			
Project Administrator	1	.85			
Assistant Foreman/ Mechanic	1	1			
Maintainer III	6	6			
Maintainer II	1	1			
Administrative Assistant	1	1			
<u>Seasonal</u>				.23	.23
TOTAL	11.00	10.85		.23	.23
<i>Transfer Station</i>					
Transfer Station Operator	.60	.60			
<u>Part Time</u>				.4	.4
TOTAL	.60	.60		.4	.4
COMMUNITY SERVICES					
<i>Youth Services</i>					
Program Specialist				.12	.12
<i>Senior/Social Services</i>					
Senior/Social Services Director	1	1			
Senior Center Coordinator				.46	.46
Senior/Social Services Administrative Assistant				.71	.71
TOTAL	1	1		1.17	1.17
<i>Parks and Recreation</i>					
Director of Parks and Recreation	1	1			
Program Supervisor/Aquatic Director	1	1			
Seasonal – Maintainer (408 hours)				.27	.22
Pool Supervisors (715 hours Seasonal)				.41	.39
Lifeguards (2,695 hours Seasonal)				1.33	1.48
Wading Pool Lifeguards (156 hours Seasonal)				.07	.08
Desk Attendant (687.50 hours Seasonal)				.41	.38
TOTAL	2	2		2.49	2.55
<i>Parks and Recreation Special Revenue Fund</i>					
Youth Recreation Coordinator (1,500 hours)				.82	.82
Seasonal – Maintainer (408 hours)				.35	.22
Explorer Summer Camp Supervisor (350 hours)				.30	.19
Summer Camp Counselors (7 - 2,205 hrs @ 3 different camps)				1.10	1.21
Swim Team Coach (1 – 175 hrs)				.08	.09
Swim Team Assistants (3 – 300 hrs)				.07	.16
Water Safety Instructors (5 - 404 hours)				.22	.22
After School Program Supervisor				.10	.28
After School Program Counselor				.10	.28
AM Guards				.09	.07
Rec Basketball Coordinator				.08	.08
CAST Director				Stipend	Stipend
CAST Assistant Director				Stipend	Stipend
TOTAL				3.31	3.62

FUNCTION	FULL TIME PERSONNEL (# of Persons)			PART TIME PERSONNEL (# of positions or hours)	
	2017-2018	2018-2019		2017-2018	2018-2019
<i>Public Library</i>					
Director	1	1			
Technical Services Librarian	.75	.75			
Children's Librarian	1	1			
Reference Librarian	1	1			
Circulation Supervisor	1	1			
Teen Librarian	1	1			
Library Aide II – 5				2.70	2.70
Library Aide I – 8				1.88	1.88
Library Page - 3				.63	.63
Summer Aides – 2				.18	.18
Saturday Hours				.07	.07
TOTAL	5.75	5.75		5.46	5.46
COMMUNITY PLANNING & DEVELOPMENT					
<i>Building Official</i>					
Building Official				.57	.57
Office Assistant	.59	.43			
TOTAL	.59	.43		.57	.57
<i>Town Planner</i>					
Director, Planning and Community Development	1	1			
Assistant Town Planner	1	1			
Land Use Coordinator	1	1			
Recording Clerk				PT	PT
TOTAL	3	3			
WATER POLLUTION CONTROL AUTHORITY					
Superintendent	1	1			
Chief Plant Operator	1	1			
Operator III	1	1			
Operator	1	1			
TOTAL	4	4			
GRAND TOTAL	60.50	62.70		19.45	19.67

CALCULATION NOTE: Full Time Equivalents are calculated on following basis, depending on department: 35 hour per week position = Hours of position budgeted divided by 1,820 equals full time equivalent; 40 hour per week position = Hours of position budgeted divided by 2,080 equals full time equivalent

**Fiscal Year 2018-2019 PRELIMINARY BUDGET
CAO CHANGES TO DEPARTMENT HEAD SUBMISSIONS**

Department/Account		Title	Amount Requested by Dept Head	Amount Funded by CAO	Difference
BOARD OF SELECTMEN					
1001010	56950	MTG. DUES/SUBSCRIPTIONS/TRAIN.	17,058	16,970	(88.01)
1001010	60050	NEWSLETTER	9,920	10,000	80.00
TOTAL					(8.01)
CHIEF ADMINISTRATIVE OFFICER					
1001020	51000	FULL TIME SALARIES	61,974	61,975	0.88
1001020	51200	PART TIME	26,000	25,948	(52.00)
1001020	56920	CONSULTANT	7,500	7,000	(500.00)
1001020	57500	ADVERTISING	1,700	1,200	(500.00)
TOTAL					(1,051.12)
ELECTIONS					
1001030	52020	ELECTION WORKERS	4,400	3,500	(900.00)
TOTAL					(900.00)
TOWN CLERK					
1001110	55860	COPIER MAINTENANCE CONTRACT	525	200	(325.00)
1001110	60040	COPIER LEASE	900	933	33.00
TOTAL					(292.00)
INFORMATION TECHNOLOGIES					
1001901	53100	HARDWARE PURCHASE	16,950	14,950	(2,000.00)
1001901	53120	SOFTWARE PURCHASE	-	1,000	1,000.00
1001901	55200	MILEAGE	200	100	(100.00)
1001901	55830	SOFTWARE SUPPORT	11,850	10,950	(900.00)
1001901	55840	HARDWARE SUPPORT	6,200	5,600	(600.00)
1001901	56920	CONSULTANT	51,400	50,400	(1,000.00)
1001901	60030	VOIP/WAN LEASE	34,546	32,000	(2,546.00)
TOTAL					(6,146.00)

**Fiscal Year 2018-2019 PRELIMINARY BUDGET
CAO CHANGES TO DEPARTMENT HEAD SUBMISSIONS**

ASSESSMENT						
1002060	51200	PART TIME	16,750	16,031	(719.00)	
1002060	55200	MILEAGE	700	550	(150.00)	
TOTAL					(869.00)	
TAX COLLECTOR						
1002080	51200	PART TIME HOURLY	23,547	23,548	0.54	
1002080	55200	MILEAGE	540	450	(90.00)	
1002080	56100	POSTAGE	6,707	6,706	(0.50)	
1002080	56950	MTG. DUES/SUBSCRIPTIONS/TRAIN.	1,200	700	(500.00)	
1002080	57110	BUSINESS FORMS	4,835	4,835	0.42	
1002080	57120	BINDING BOOKS	294	294	0.50	
TOTAL					(589.04)	
FINANCE OFFICER						
1002090	51000	FULL TIME SALARIES	19,253	59,165	39,912.00	
1002090	51110	SUPERVISORY'S SALARIES	98,415	99,897	1,482.00	
1002090	51301	FULL TIME HOURLY	40,113	160,851	120,738.00	
TOTAL					162,132.00	
POLICE DEPT - ADMIN						
1003170	51400	OVERTIME-POLICE ADMIN	1,200	600	(600.00)	
1003170	55810	OFFICE EQUIPMENT MAINTENANCE	3,500	3,050	(450.00)	
1003170	55830	COMPUTER SOFTWARE SUPPORT	15,000	14,065	(935.00)	
1003170	55860	COPIER MAINTENANCE CONTRACT	1,400	1,300	(100.00)	
1003170	56820	MEDICAL DOCTORS	1,915	1,000	(915.00)	
1003170	56951	TRAINING	2,000	1,500	(500.00)	
1003170	59910	MISC. EXPENSE PERSONNEL	700	400	(300.00)	
1003170	60040	LEASED EQUIPMENT	7,877	8,100	223.00	
TOTAL					(3,577.00)	

**Fiscal Year 2018-2019 PRELIMINARY BUDGET
CAO CHANGES TO DEPARTMENT HEAD SUBMISSIONS**

POLICE DEPT - PATROL						
1003171	56700		UNIFORMS/PATROL	10,000	8,000	(2,000.00)
TOTAL						(2,000.00)
POLICE DEPT - COMMUN/DISPATCH						
1003173	51321		OVERTIME-DISPATCH	37,822	40,000	2,178.00
1003173	55020		RADIO MAINTENANCE/DISPATCH	21,381	20,500	(881.00)
TOTAL						1,297.00
POLICE DEPT - VEHICLE MAINT						
1003174	54100		TIRES/POLICE VEH.MAINTENANCE	4,000	3,000	(1,000.00)
1003174	54200		VEHICLE FUEL/POLICE VEH.MAINT	29,000	25,000	(4,000.00)
TOTAL						(5,000.00)
POLICE DEPT - FACILITIES						
1003179	56760		SEWER USE/POLICE FACILITY	355	385	30.00
TOTAL						30.00
FIRE SERVICES						
1004158	51230		PAY PER CALL	21,536	24,500	2,964.00
1004158	51301		FULL TIME HOURLY	7,800	10,308	2,508.00
1004158	54200		VEHICLE FUEL	6,000	5,500	(500.00)
1004158	55100		MAINTENANCE/CLEANING SUPPLIES	22,000	19,000	(3,000.00)
1004158	55500		LIGHT/POWER	15,500	16,000	500.00
1004158	55830		COMPUTER SOFTWARE SUPPORT	5,150	4,650	(500.00)
1004158	56340		CABLE/INTERNET	2,800	3,168	368.00
1004158	56750		WATER	600	300	(300.00)
1004158	57100		OFFICE SUPPLIES	700	500	(200.00)
1004158	57800		TRAINING/EDUCATION	14,000	10,000	(4,000.00)
1004158	59950		CONSUMABLES	2,650	2,100	(550.00)
TOTAL						(2,710.00)

**Fiscal Year 2018-2019 PRELIMINARY BUDGET
CAO CHANGES TO DEPARTMENT HEAD SUBMISSIONS**

EMERGENCY SERVICES						
1004162	53480	EMS DEFICIT	179,583	189,737	10,154.00	
1004162	53500	EMS C-MED	20,720	21,089	369.00	
TOTAL					10,523.00	
FIRE MARSHAL						
1004440	51301	FULL TIME HOURLY	14,431	6,878	(7,553.00)	
TOTAL					(7,553.00)	
TOWN HALL						
1005120	55300	HEATING/COOLING REPAIRS	7,000	6,000	(1,000.00)	
1005120	56200	TELEPHONE	18,500	17,000	(1,500.00)	
1005120	56205	CELL PHONE	480	-	(480.00)	
1005120	56500	FUEL OIL/HEAT	15,500	15,000	(500.00)	
TOTAL					(3,480.00)	
PARKS DEPARTMENT						
1005200	51400	OVERTIME	3,000	4,000	1,000.00	
1005200	55500	LIGHT/POWER	900	700	(200.00)	
1005200	56500	FUEL OIL/HEAT	1,800	-	(1,800.00)	
1005200	56760	SEWER USE	355	385	30.00	
1005200	57400	EQUIPMENT PURCHASE	4,500	-	(4,500.00)	
TOTAL					(5,470.00)	
GENERAL HIGHWAY						
1005210	51000	FULL TIME SALARIES	69,139	69,890	751.00	
1005210	51400	OVERTIME	85,000	87,500	2,500.00	
1005210	54200	VEHICLE FUEL	8,500	6,500	(2,000.00)	
1005210	54210	DIESEL FUEL	30,000	28,000	(2,000.00)	
1005210	54230	TREE CARE	25,000	24,000	(1,000.00)	
1005210	55120	CATCH BASIN CLEANING	10,000	8,000	(2,000.00)	
1005210	55140	STREET LINE PAINTING	1,000	-	(1,000.00)	
1005210	55510	ROAD MAINTENANCE	33,000	32,000	(1,000.00)	
1005210	56205	CELL PHONE	2,160	2,740	580.00	

**Fiscal Year 2018-2019 PRELIMINARY BUDGET
CAO CHANGES TO DEPARTMENT HEAD SUBMISSIONS**

1005210	56910		REFERENCES/TEXTS	300	-	(300.00)
1005210	57400		EQUIPMENT PURCHASES - MAJOR	5,800	-	(5,800.00)
TOTAL						(11,269.00)
TOWN GARAGE						
1005260	55500		LIGHT/POWER	9,250	7,000	(2,250.00)
1005260	56500		FUEL OIL/HEAT	13,750	11,000	(2,750.00)
1005260	56700		UNIFORMS	10,750	10,000	(750.00)
1005260	56750		WATER	2,500	2,000	(500.00)
1005260	56760		SEWER USE	900	700	(200.00)
TOTAL						(6,450.00)
COMMUNITY CENTER						
1005550	55500		LIGHT/POWER	37,500	38,500	1,000.00
TOTAL						1,000.00
SENIOR/SOCIAL SERVICES						
1006380	55830		COMPUTER SOFTWARE SUPPORT	-	432	432.00
1006380	55860		COPIER MAINTENANCE CONTRACT	400	300	(100.00)
1006380	56720		MEALS	4,300	3,800	(500.00)
1006380	57600		COMPUTER SUPPLIES	712	75	(637.00)
TOTAL						(805.00)
PARK AND RECREATION						
1006450	51110		SUPERVISORY'S SALARIES	62,218	58,183	(4,035.00)
1006450	51150		PART TIME SEASONAL	54,836	51,500	(3,336.00)
1006450	55100		MAINTENANCE/CLEANING SUPPLIES	5,838	5,000	(838.00)
1006450	55800		REPAIRS/MAINTENANCE	14,722	12,222	(2,500.00)
1006450	58410		MILLS POND OPENING/CLOSING	13,500	11,500	(2,000.00)
1006450	58430		MILLS POND WATER	12,000	11,000	(1,000.00)
TOTAL						(13,709.00)

**Fiscal Year 2018-2019 PRELIMINARY BUDGET
CAO CHANGES TO DEPARTMENT HEAD SUBMISSIONS**

BUILDING OFFICIAL						
1007065	51301		FULL TIME HOURLY	27,620	13,743	(13,877.00)
1007065	55200		MILEAGE	2,500	2,100	(400.00)
TOTAL						(14,277.00)
TOWN PLANNER					-	
1007410	55200		MILEAGE	1,000	800	(200.00)
1007410	55830		COMPUTER SOFTWARE SUPPORT	-	8,200	8,200.00
1007410	56000		MARKETING	-	12,000	12,000.00
1007410	57600		COMPUTER SUPPLIES	1,350	850	(500.00)
TOTAL						19,500.00
EMPLOYEE BENEFITS & INSURANCE						
1009141	52400		F.I.C.A.	375,000	387,404	12,403.86
TOTAL						12,403.86
LIBRARY						
1010320	57320		PUBLICATIONS	73,500	72,000	(1,500.00)
1010320	57800		TRAINING/EDUCATION	1,600	1,400	(200.00)
TOTAL						(1,700.00)
GRAND TOTAL - GENERAL FUNDS				1,960,776	2,079,807	119,030.69
CIP/CAPITAL & NonRECURRING						
1011590	59150		CIP/CNR - CAPITAL IMPROVEMENTS	2,681,255	994,140	(1,687,115.00)
TOTAL						(1,687,115.00)
OVERALL GRAND TOTAL				<u>4,642,031</u>	<u>3,073,947</u>	<u>(1,568,084.31)</u>

FY 2018-2019 TOWN OF CANTON RESIDENT SUGGESTIONS

My name is Jennifer Abel, my family and I moved here from NYC 3-1/2 years ago. Will the town of Canton please consider investing in safety measures for drivers and pedestrians on Maple Avenue? I would be grateful if you could please pass my letter on to the Boards of Selectmen, Education and Finance for consideration.

Here are my suggestions: Improved signage, e.g. "Curves Ahead" or "Slow" sign with accompanying *flashing yellow light* installed on the passage of Maple Avenue between Thayer Avenue and Allen Place where two cars have broken through the barrier and ended up in the woods by the brook in the last two years.

Both instances occurred in daylight in dry driving conditions. The speed limit should be reinforced with a *flashing yellow light* above "30 MPH" sign as you are driving along S-curves headed toward Collinsville.

Another hazard currently unmarked is the dangerous Thayer Avenue / Maple Avenue intersection. It is not designated with any sort of warning sign (such as "Blind Drive"). People making a left turn onto Maple Avenue from Thayer Avenue have poor visibility and have to inch out into the main road to see in both directions. We hear constant horns and near misses at this intersection, as well as the intersection of Maple Avenue and Dyer Ave. / High St. In this case, visibility is poor in both directions making turns from either Dyer Avenue or High Street onto Maple Ave. If drivers speeding along Maple Avenue are not aware of these difficult intersections with poor visibility, collisions can occur and have occurred. It is a safety concern.

Drivers must also be aware of pedestrian "traffic." An additional Pedestrian Crosswalk at High Street would be beneficial and easier for approaching cars to see. There is a compromised line of sight and drivers speed at this point, so crossing here to get to the library/community center/Canton public schools is very DANGEROUS for pedestrians (adults and children). My suggestion is a crosswalk (that runs parallel with the current crosswalk) connecting High Street and Dyer Ave. across Maple, but at the opposite corner. The crosswalk(s) should be labeled within or adjacent to the crosswalk itself with a "State Law Yield to Pedestrians within Crosswalk Double Sided" Sign, for example:

<https://images.myparkingsign.com/img/lg/X/Law-Yield-Pedestrians-Sign-X-R1-6-Kit.jpg>

Lastly, I have recommended in the past that one or two permanent digital speed limit signs be placed at Maple Avenue between River Road and Allen place. People speed dangerously on this stretch of road. An interactive component that records the speeders' rate of speed and flashes the MPH they're traveling with a reminder that the actual speed limit is 30 MPH would encourage people to drive safely all of the time, not just when a police officer is present.

Whether walking to school or to the library, the general consensus among our fellow parents and neighbors is that this has always been a problem, and it's getting worse. We are scared for our kids. I am hopeful that my concerns are brought to the attention of critical decision makers who can help make a difference now.

Thank you for your time and consideration.

Sincerely,
Jennifer Abel
Concerned Canton Resident
Mother

Robert,

I would highly recommend street paving. We have seen many improvements but there are way too many streets on our town that still need paving (not just patching). As cyclist, it is extremely difficult to bike on our roads where you need to actually ride in the middle to avoid BIG pot holes. It would be nice if Canton received a "Bike Friendly" status and having well-paved and marked roads are essential to that designation. Bike Friendly community would bring in more people to our town.

Another recommendation is to expand the "Dial-A-Ride van to be used by people who are special needs and require transportation to and from their jobs. We have a 32-year-old Down syndrome son who has a part-time job but does not have a license to drive therefore requires transportation. If he uses a cab or other paid transportation company, it costs him too much of his paycheck. Having a job gives him a sense of worth and he contributes to society. Living in the Farmington Valley where public transportation is extremely limited is difficult to hold down a job and contribute.

Another recommendation is to improve the bike path crossing to signal {at every crossing} to motorist when a cyclist or pedestrian is approaching the intersection. When cycling at the Cape, their bike trails have signals to motorist that cyclist or pedestrian is approaching the intersection. It looked like they utilized solar power to run these crossing signals. (http://elteccorp.com/warning_systems/pedestrian-crossing-systems/) This would be a great asset to our town's bike trails and make everyone safer. A project to enhance our biking trails safety would make this town better.

Thank you for allowing us to make our recommendations.

Good afternoon,

I'm a resident of canton. I'm not sure if this would fall under the category of funding you're are looking for; however, we desperately need a light at the intersection of route 44 and old Albany turnpike, right across from la trattoria restaurant. It's extremely dangerous to take a left here and for the past couple years we have lived here, several accidents have occurred. This cannot continue. I have brought up my concerns to the canton police before but nothing has been done

and accidents will continue to happen. Something needs to be done about this and cars need to slow down while they are going up the hill. Please consider putting aside funds for a light there.

Thank you for your understanding.

Katarzyna Nastri

Hi Mr. Skinner, I just got the town email regarding suggestions for all that extra money we have, haha. Well, having read (to the best of my ability) the BOS and BOE Capital Improvement Plan chart, I certainly think it all looks important!! And it certainly looks like all of you have thought of everything.

My suggestion would be: building and maintaining a modest set of public bathrooms so that people coming to events like the Halloween parade, Collinsville HOT, and the Christmas walks (etc.) could find bathrooms. It seems like a good thing, to make it easier to visit our town and, well, consume any liquids. I'm not sure how much more of a description I can provide, being a non-technical sort. Non-technical but sincere.

Anyway, thank you for your time and best of luck in planning the town's expenditures.

Sincerely,

Julie Rush

Hello Robert Skinner,

I would like to see more pedestrian-friendly features for the Town of Canton Connecticut. More sidewalks, more marked bike lanes, and roads closed to motorized vehicles.

There are very limited areas where residents can get around via sidewalks. I was disappointed that the Farmington Valley Shoppes only put a sidewalk on ONE SIDE of their Route 44 access.

I am unaware the costs of sidewalk installation where there is none already existing.

JEFF DILL

TOWN OF CANTON

CAO PROPOSED
FISCAL YEAR 2018-2019 BUDGET

KEY ISSUES &
MISCELLANEOUS DOCUMENTS

Canton Volunteer Fire and EMS Department

Critical Issue – 2018/2019

In our introduction we spent significant time discussing our staffing challenges, and the adverse impacts of these shortages. We are proposing the addition of one paid Firefighter beginning July 1, 2018. This position would have a variety of responsibilities, the highest of which would be responding to incidents. In order of priority this position would be tasked with:

1. Respond to Fire and Rescue calls for service
2. Assist with getting the second ambulance out for backup medical calls
3. Perform maintenance, inspection, and record keeping activities
4. Perform basic building maintenance functions.

A complete schedule of tasks will be compiled for this position, some samples are:

1. Weekly inspections and cleaning of all apparatus (NFPA requirement)
2. Weekly inspection and documentation of all SCBA (NFPA requirement)
3. Weekly inspection and documentation of all ground ladders (NFPA requirement)
4. Run and test all power equipment (saws, generators, pumps) weekly
5. Weekly test and quarterly calibration of all gas meters (NFPA requirement)
6. Act as liaison for department, and coordinate in town transportation of equipment during hose, ladder, pump, and SCBA testing performed annually by outside contractors
7. Receive and distribute deliveries amongst the stations
8. Assist with inputting training records into the departments database.
9. During winter months maintain walkways and aprons at all 3 stations

This Firefighter would report to the Chief of the Department. As described above they will have a clearly defined list of duties to complete, and unless tied up on calls all day would be accountable to these activities. This is a model which is successfully used by other departments around the state. Locally, both New Hartford Fire and Barkhamsted Fire employ one Firefighter each, with similar responsibilities as we have proposed. For reference, some of the other staffing solutions used by surrounding communities:

Avon – The town employ's a full time Fire Marshall. The FMO is also a member of the Fire Department and responds to all daytime calls. Additionally, they have several DPW employee's whom respond. EMS is handled by a private ambulance company.

Burlington – For EMS, they operate at a Paramedic level with the ambulance staffed by a 3rd party staffing company. They also have a part time paid administrative assistant. They do not employ any paid firefighters.

Farmington – They have multiple paid Firefighters organized as an IAFF local staffing multiple stations. EMS is provided by private company

Simsbury Fire – They employ their own full time dispatcher and mechanic. While they don't have any specific paid Firefighters they do employ two paid Fire Marshall's and a Facilities Manager, all of whom also belong to the department and respond to calls.

Simsbury EMS – Operates at the Paramedic level. They employ a fulltime Chief and use a combination of employee’s and a 3rd party staffing agency to staff one ambulance around the clock. They have also added paid staff to a second ambulance 3 days per week.

Costs

Proposed hours are Monday-Friday 7am – 4pm.

Rough costs for the first year are as follows:

Hourly rate - \$22 / hour		
45 scheduled hours per week (5 at time and one half)	\$1,045 weekly	\$54,340 annually
5 hours per month additional overtime (late calls)	\$165 monthly	\$1,980 annually
12 hours per year additional overtime for required training		\$396 annually
Total annual estimated compensation	\$56,716	
Uniform Allowance (first year startup)	\$1,000	
Benefits (estimate at 30% of wages)	\$17,014	

Total estimated annual cost: \$74,730

We do not anticipate this single position as a final solution. Though very fluid, we have put together a six-year plan. We previously requested a paid Chief. This position still has significant advantages and needs to be pursued. The need for daytime staffing is immediate, and with a significantly lower cost we decided to pursue the Firefighter position first as we felt the town would be better able to absorb this lower cost immediately.

For the past 10 years FEMA has offered a staffing grant for Fire Departments referred to as a SAFER grant. While this has yet to be authorized for next year we are hopeful it will be shortly. If available, we will be requesting permission to apply for this grant for the purpose of hiring a paid Chief. Historically this grant has covered the salary and benefits for new positions within the Fire/EMS service for up to 3 years.

At this point we also envision pursuing a second daytime firefighter as soon as the budget permits. With the currently proposed paid firefighter assuming many of the day to day activities, the second firefighter has a better opportunity to be a shared position. Some potential solutions are a combination with the Fire Marshal’s position, or a Deputy Fire Marshal whom would be available for daytime calls, or a mechanic who was able to perform many of the routine service work to the tools and apparatus which we currently contract out. We could also pursue several part time positions instead of a full time.

While things will certainly evolve in the coming years we don’t see anything on the horizon which would improve our availability of daytime volunteers. Within the next 6 years, the end goal for paid staffing within the Fire/EMS Department is:

- (1) Paid Chief of Service (proposed for future)
- (1) Contracted Paramedic 24 x7 (currently exists)

- (1) Contracted EMT M-F daytime with some weekends (currently exists)
- (1) Full time Firefighter M-F daytime (proposed for this FY)
- (1) FTE Firefighter M-F daytime (proposed for future)

We anticipate volunteers will always be a vital part of the emergency services in Canton. For many types of incidents, the minimum recommended manpower to safely and efficiently resolve them is in excess of 14. We recognize the town does not have the financial ability to support this large of a department, and the call volume does not justify this many positions. The response of volunteers is and will continue to be critical to the departments success. With this, we need to recognize the increased training and administrative responsibilities placed on the department, along with the decrease in time many people have available.

This plan puts enough paid staff in place to handle many of the day to day activities required of the department and currently handled by volunteers. It also puts a few people in place to quickly respond to daytime incidents and provide the initial response the residents and business in town expect. It accomplishes this while freeing up the volunteer's time to focus on training and responding to incidents, not checking engine oil and doing paperwork.

TOWN OF CANTON
Key Issues / Project Summary Sheet
FY2018 - 2019

Key Issue / Project Title

Move the Recreation Coordinator from part time status to full time.

Staff Contact: Courtney Hewett

Item Type: ___ *Upcoming Agenda Item* ___ *Item needing Policy Direction* ___ *New Initiative* ___x___ *On-Going Issue*

Definition: There was a request in fiscal year 16-17 for the creation of a Full Time Recreation Coordinator position in an effort to support expanding programs in the Parks and Recreation Department as well as provide some administrative support of the Youth Services Bureau and the Cave. The position was funded part time at \$26,280/annually, supported entirely out of the special revenue. This request is for the allocation of an additional \$6,480 (plus benefits) out of the special revenue fund to make the Recreation Coordinator position full time at \$32,760 annually.

History: The Recreation Coordinator position is a new position paid out of the Parks and Recreation Special Revenue fund. The position was first funded in FY 16-17 as a part time position for approximately 21,344 (\$16.00/hr), FY 17-18 it was funded for \$26,280 (18.00/hr).

Current Status and Potential Next Steps: Recreation Coordinator position has seen an increase in program participation in Tiny Tots Pre-school Camp, Explorers Day Camp, and Beyond the Bell After School Program. The current Recreation Coordinator has raised the Explorers Day Camp revenue by \$13,000, also starting in January the Beyond the Bell After School program will be taking place 5 days/wk with extended hours until 6:00pm. The Master Plan draft produced by Weston & Sampson has indicated a need for more opportunities for teens/adults, intergenerational programming, and nature programming, these are all obstacles that the Recreation Coordinator will address should the position become full time.

Anticipated Schedule and Planning Process:

The Recreation Coordinator would work 35 hours per week with a general schedule of:
Monday-Thursday 9:30am-5:30pm and Fridays from 3:00-10:00pm.

Anticipated Costs:

Currently Funded- \$26,280 (\$18.00/hr)

Request for Re-allocation of additional funds- \$6,480

Total funds- \$32,760 (\$18.00/hr)

Additional Timing Concerns: None



CANTON POLICE DEPARTMENT

45 RIVER ROAD
CANTON, CONNECTICUT 06019
860-693-0221



CHRISTOPHER ARCIERO,
CHIEF OF POLICE

LAWRENCE TERRA,
CAPTAIN

Date: December 7, 2017

To: Robert Skinner, Chief Administrative Officer
Amy O'Toole, Finance Director

From: Christopher Arciero
Chief of Police

RE: Non-CIP "Key Issues":

Pursuant to CAO Robert Skinner's *Fiscal Year 2017-2018 Budget Instructions*, "any non-CIP 'Key Issues' shall be addressed on a separate form and submitted at the same time but shall not be included in the operating budget".

As such, the following is a non-CIP 'Key Issue' from the Canton Emergency Management Department.

Hiring of a Fifth Police Dispatcher

Purpose:

This will serve as a request for consideration of hiring a 5th full time Dispatcher to the current Canton Police Department Communication Unit staff.

Current Staff:

The Town of Canton currently has four (4) full time Dispatchers and five (5) part time Dispatchers. Twenty four hours a day seven days a week there is one Dispatcher working in the communications room at the Canton Police Station. Full time Dispatchers each work forty hours per week and eight hours per shift not including any overtime. Currently there are 21 eight hour shifts per week. Full time Dispatchers work 20 of the 21 shifts. The one remaining shift per week is offered first to the 5 part time Dispatchers by rotation, if there is no interest, the shift is then mandated to be filled by a full time Dispatcher. Full time Dispatchers are union employees covered under the agreement between the Town of Canton and UE local #222 Connecticut Independent Local # 34. Part time Dispatcher are at-will employees and do not have any union coverage. Full time Dispatchers have full benefits including sick, vacation, personal, and comp time specified in the contract based on years of service. When a Dispatcher is not able to work their shift, an overtime assignment is made and another Dispatcher is paid to work the open shift. At all times there is a Dispatcher working in the building.

The Canton Police Department Communications center answers both emergency 911 calls as well as all routine calls for matters ranging from minor police calls for service to major

catastrophic multi-agency multi-jurisdictional emergencies. In addition to answering phones, the center is responsible for all radio communications for police, fire, and emergency medical operations. The center is also in direct communications with Canton Public Works and surrounding towns / state agencies' emergency services. Over the past 20 years the dispatch staffing level has remained constant-one Dispatcher per shift. Although the staffing has remained level, the town's population, commercial, recreational, medical facilities and calls for service and traffic numbers have increased.

A Dispatcher working in the center works 8 hours per day alone. Dispatchers do not get an official lunch break away from their desk and the Dispatcher on duty cannot leave the room for any reason longer than a short bathroom break in which a police officer must be present to man the phones. Police officers are generally not versed in EMS or Fire radios / protocols. They are merely present to answer the phones until the Dispatcher returns. Each shift experiences all different types of calls and all Dispatchers must be trained in handling every type of emergency / routine matter within reason. A lot of the job is merely trying to figure out what's actually going on and then trying to control/mitigate the situation until the proper emergency responder arrives. A Dispatcher without leaving the communications room is the first responder on the scene and is trained to gather information and disseminate it to other actual physically responding units. The Dispatcher is also responsible for documenting the incident in the Police Department computer system (CAD) as well as performing the live clerical work for the officers such as obtaining personal information, checking law enforcement databases for wanted parties, and researching criminal history. The Dispatcher remains in constant communication with all units-responding and on-scene, and updating / documenting the incident. At times, depending on the severity of the call, the Dispatcher must remain on the phone with the caller the entire time that it takes for responding units to physically arrive on-scene continuing to gather information, give advice, and updates to the emergency responders. Depending on the severity, even one call may overwhelm a single Dispatcher. However, in most emergency calls for service, there are multiple callers that the Dispatcher must respond to. Dispatchers are required to make instantaneous triage/priority decisions concerning each call.

As such, the purpose of the 5th full time Dispatcher would ideally be to add a second Dispatcher working in the center when they could be utilized most to benefit the department. Obviously emergencies or non-patterned high call volume are unpredictable, however it is easy to figure out where the greatest strain on resources exists and to make a schedule that meets that demand. At this point, the proposed new position would add the existing Supervisor Dispatcher to an 11am – 7pm shift spanning both A and B shift and to put the newly hired Dispatcher into the normal seniority based 4 shift bidding process. The supervisor Dispatcher would stay inside the communications unit aiding in call handling, radio communications, CAD/RMS management, fax/email notifications, and day to day operations as well as being able to assist the records administrator and perform extra functions in support of the administrative needs of the department. The 11-7 shift would add additional personnel during the high peaks of the day between the school operations and commuting traffic. If a need exists on another shift, then the position may move to fulfill that need. The police department communications unit would still have only a one (1) person minimum, so if the 11-7 dispatcher takes time off for any reason, then another Dispatcher would not be called into work that shift. For known vacations, personal days, scheduled sick days, training or other time off requests at least 5 days ahead of time, the dispatch supervisor mainly on the 11-7 shift would move and cover the empty shift removing the need to hire a Dispatcher on overtime. For unexpected callouts such as the next shift calling in sick, if the extra Dispatcher is already working 4 hours into that shift, the town would only have to pay 4 hours of coverage overtime instead of paying for 8 hours.

Preliminary Cost analysis:

Adding a 5th Dispatcher would require entry level initial Dispatcher training and pay. As outlined in the current Dispatcher union contract with the Town, an entry level Dispatcher would be earning \$24/ hr. (July 1, 2018). That new hire would be subject to all of the normal dispatch related training until they are cleared to be on their own. The dispatch supervisor would continue to perform all training of new and current Dispatchers. One benefit to having 5 Dispatchers would allow for limited succession costs when a Dispatcher retires, separates or is dismissed from service. The fifth Dispatcher mitigates the adverse impact of the mandatory 4 months' worth of overtime to cover the open shifts. With this proposed 5th Dispatcher, the 11-7 Dispatcher would just be moved back into the rotation until a new Dispatcher is trained and ready to go. With placing the 11-7 dispatcher back into the 'normal' rotation, there would be no added coverage overtime while the new dispatcher is being trained. This would be a cost-savings for the town. Other cost savings could come with the elimination or significant reduction of the current five (5) part time Dispatchers due to lack of need. This would save on training costs relating to maintaining certifications, mandatory training on new equipment and continuing education. The current one shift per week slated for the part time Dispatcher could easily be absorbed by the extra full time Dispatcher without overtime costs. See below a possible proposed schedule for five (5) full time Dispatchers.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
DISPATCHER	OFF	A	A	A	A	A	OFF
DISPATCHER	B	B	B	B	B	OFF	OFF
DISPATCHER	C	C	C	OFF	OFF	C	C
DISPATCHER	A	OFF	OFF	C	C	B	B
DISPATCHER	OFF	OFF	11-7	11-7	11-7	11-7	A

Current P/T

As well as some overtime financial savings, adding a fifth Dispatcher (in regards to having a second one working on the 11-7 days) would allow for better public safety, reduce stress in dispatch, and lead to better working conditions. The job of a Dispatcher is ever changing and

can become very stressful and overwhelming at times. Having a second person working will allow for division of work and allow for quicker response to more phone calls, radio requests and record checks. Certain towns around Canton including Avon, Simsbury, and Farmington have at least two (2) Dispatchers working A squad (0700-1500), and B squad (1500-2300). Having a second Dispatcher may allow for less stress, yet increased morale leading to less turnover and Dispatcher training costs. It will also help for better supervision during both A and B shifts due to the supervisor having direct involvement / knowledge of what is going on and how it is being addressed.



CANTON POLICE DEPARTMENT

45 RIVER ROAD
CANTON, CONNECTICUT 06019
860-693-0221



CHRISTOPHER ARCIERO,
CHIEF OF POLICE

LAWRENCE TERRA,
CAPTAIN

To: Robert Skinner, Chief Administrative Officer
From: Christopher Arciero, Chief of Police
Re: Consideration for hiring an additional patrol officer
Date: December 7, 2017

Due to the fact that up to four (4) current Canton Police Officers are eligible for retirement in the next year or two, I am resubmitting my request (with changes) from last year for consideration to hire an additional patrol officer.

The following are considerations regarding the hiring of an additional officer.

1. Time/cost to replace an officer

Retirements, separation (resignation/termination), long-term injuries or lateral movement to another department are not uncommon and at times, will occur, often without pre-notice. When these types of separations occur, the time to fully replace the opening can take as long as 18 months. (i.e. initiate the recruitment process, advertise a selection process, select the appropriate candidate, successfully train the candidate (either through the Connecticut POST mandatory academy training or lateral certification process) and final Field Training period. The difference in costs to fill an opening is affected by whether we take the route of the basic recruit training process as opposed to the lateral certification process. There will also be a potential difference in the amount of back-fill OT for minimum staffing and out-sourcing of private duty work to outside agencies. The approximate costs for a new police hire are as follows:

Base Salary (assumes a new recruit-not a lateral transfer):	\$62,718
FICA (7.5%):	\$4,703
Academy Training:	\$2,000
Polygraph Exam:	\$250
Psychological Exam:	\$375
Physical/Medical Exam:	\$1,290
Uniforms (Contract Section 25.8):	\$1,000
Handgun/Ammo:	\$800
Anticipated OT for Field Training Period- 80 hrs (@ \$52):	\$4,160
TOTAL:	\$77,296

2. Enhanced staffing for regular schedule levels

When accounting for training days (mandatory and optional), sick time use, personal leave, vacation time and military commitments, CPD is often at minimum staffing for a shift. As such, it

becomes difficult to address specialized projects, engage in more detailed investigative activities, participate in voluntary community-policing initiatives and address areas for required concentrated police involvement. Often times we have to re-deploy the Detective to Patrol to overcome shortages and meet workload demands. The additional officer will allow for placement of an additional officer in one of the current shifts to ensure more opportunities for above minimum staffing.

3. Implementation of special staffing/assignments to affect retention/morale

The hiring of an additional officer may allow for the creation of a hybrid type schedule that may be used as a means to ensure retention/morale of an officer to engage in more specialized investigative pursuits or community projects. The additional hiree can also be used to support specialized policing that encompasses the attributes of a school resource officer, traffic enforcement officer, youth service officer, etc.



CANTON POLICE DEPARTMENT

45 RIVER ROAD
CANTON, CONNECTICUT 06019
860-693-0221



CHRISTOPHER ARCIERO,
CHIEF OF POLICE

LAWRENCE TERRA,
CAPTAIN

Date: December 7, 2017

To: Robert Skinner, Chief Administrative Officer
Amy O'Toole, Finance Director

From: Christopher Arciero
Chief of Police

RE: Non-CIP "Key Issues":

Pursuant to CAO Robert Skinner's *Fiscal Year 2017-2018 Budget Instructions*, "any non-CIP 'Key Issues' shall be addressed on a separate form and submitted at the same time but shall not be included in the operating budget".

As such, the following is a non-CIP 'Key Issue' from the Canton Emergency Management Department.

Installation of a transfer switch on certain town buildings to allow for connection between a generator and the electrical panel.

The town of Canton was recently a recipient of a 15kw generator from the State of Connecticut. This generator will be a useful resource for Canton's emergency management needs, particularly when there is a need for generator power. In order to fully maximize the effectiveness and versatility of the generator, the town should consider the installation of transfer switches on various Town buildings.

The transfer switch is an electrical device, installed to connect to the circuits in an electrical panel that are to be powered during an electrical outage. A transfer switch is a safe way to directly connect the generator to a building. A transfer switch isolates selected circuits from the power lines. This prevents back-feed, which occurs when power goes back down the utility lines.

The installation of such transfer switches to allow connection to the mobile generator would enhance the Town's emergency management capabilities. The estimated cost for the installation is \$5,000 per building (Mills Pond Shower Facilities, Canton High School and Canton Intermediate School Food Refrigeration Units).

TOWN OF CANTON
Key Issues / Project Summary Sheet
FY2018 - 2019

Key Issue / Project Title Dial a Ride Allocation Increase

Staff Contact: Claire Cote MSW

Item Type: *Upcoming Agenda Item* *Item needing Policy Direction* *New Initiative* *On-Going Issue*

Definition: The Department is requesting an increase to the DAR Budget of \$4,950.00, that otherwise would have been offset by DoT Elderly/Disabled demand-responsive transportation funds in order to provide social out-trips through the Senior Center.

History:

The Senior & Social Services department applies for, and receives, annually CT Dept. of Transportation grant monies to provide “demand-responsive transportation to elderly & disabled residents” of Canton. We work in coordination with Simsbury Social Services to apply for this grant, with the promise we will coordinate social trips together.

Currently, the department coordinates only 1 or 2 social out-trips with Simsbury (coined “Jump On Board” trips) with Simsbury to stay compliant with the grant.

When the grant was initially applied for, funds were requested to not only provide social trips, but to provide medical transportation services as well as to subsidize 6 hours of service a week (specifically M,T, Th between 1:30-3:30pm). The town currently receives \$20,464 annually, \$9,900.00 of that is offsetting our regular Dial A Ride service cost.

The department anticipates requested and received these funds for FY 2017/18 and anticipates applying for them again in February 2018 for 2018/19.

Having an additional almost \$5,000 will enable the department to start coordinating with Simsbury again on fun trips for our SC Members (they receive \$33,000 annually and all of those monies go to these trips and medical transportation) and will provide the

Senior Center Coordinator the opportunity to adjust to these new responsibilities, and to forge a good report with our transportation contractor without getting overwhelmed (as coordinating transportation often can be).

Current Status and Potential Next Steps:

Total annual DoT Grant Funding received:	\$20,464
Used to offset Regular DAR Cost:	\$9900
Remaining for Medical/Social Trans:	\$10,564.00
Average monthly cost for Medical Trans:	\$1,084
Anticipated approx. annual cost for Med Trans:	\$13,012 (higher than remaining funds would allow)

Per the grant application, we must coordinate at least one SOCIAL trip annually with Simsbury (the grant is a coordinated grant application) - so we do this, and hope we do not see increases in medical transportation requests toward the end of the F/Y.

Anticipated Schedule and Planning Process:

If this request is supported and the budget passes successfully, than upon receipt of DoT grant materials, the request on where funds are used will be made to the CT Dept of Transportation and upon successful eligibility of that grant SC Coordinator can start planning transportation for the upcoming fiscal year (starting 7.1.18)

Anticipated Costs:

Current cost of DAR Service Contract:	\$71,448.00 annually
Minus the amount used from DoT Grant :	\$9,900.00
Total anticipated cost to the town for 2018/19:	\$61,548.00
If only \$4,950 grant were used to offset cost:	\$66,498.00
Amount leftover to fund SOCIAL trips thru SC:	\$4,950.00

We could coordinate SO MANY free or low-cost social trips for our Members to travel outside the bounds of this town and to encourage them to continue to explore and engage and be social.

Additional Timing Concerns:

If the grant monies are not received, than this recommendation would remain, but monies would more than likely be used to subsidize DAR, as opposed to supplying any “enhanced” services like medical transport and social out-trips.

TOWN OF CANTON
Key Issues / Project Summary Sheet
FY2018 - 2019

Key Issue / Project Title

Senior Center Coordinator Increase in hours

Staff Contact: Claire Cote, MSW

Item Type: *Upcoming Agenda Item* *Item needing Policy Direction* *New Initiative* *On-Going Issue*

Definition: The Department is requesting a 4 hour weekly increase to the PT 16 hour Senior Center Coordinator position

CANTON SENIOR CENTER MISSION STATEMENT

*The mission of the Canton Senior Center is to empower aging and older adults to live full, independent lives by promoting **wellbeing through social, physical, and educational programming. The Canton Senior Center is an inclusive, open and safe space, welcoming all members of the diverse and growing older adult population.*

CANTON SENIOR CENTER VISION STATEMENT

The Canton Senior Center strives to serve as a community focal point on resources and services that assist aging and older adults to maintain independence, to age with grace and dignity and on their own terms. The Center provides open, accessible space for fun social engagement and physical activity while hosting and supporting formalized programming geared toward empowering, educating and assisting Canton residents and their families and loved ones.

The administration of and coordination programming for the Canton Senior Center is the responsibility of the Senior & Social Services office. The Senior Center is open 5 days a week from 9am-4:30pm and offers a variety of social, physical, educational and empowering programs, presentations and services to residents and non-resident Members 55+.

Having an individual professional who is dedicated to the Senior Center every day is essential to this office. The Senior Center is open 37.5 hours a week and the current 16 hour status of the position means that a good majority of tasks for which this person is responsible are getting done, but without the ability to actually coordinate the overall goings-on of the Center. Administratively, everything from room reservations, to program sign-ups and volunteer coordination continue to be the responsibility of other support staff and the Director.

History:

Prior to administering social services, this department was dedicated solely to serving older adults and folks with disabilities and for years there was a full-time Senior Services Coordinator. In 2008 the department was consolidated under the Parks & Recreation department and a part-time Senior Services Coordinator and part-time Admin. Assistant position was formed. In 2010 administration of social services was included in the responsibilities of the department and in 2011 the Senior & Social Services department stood alone, with a budget that included the administration of social services as well as the administration over the Senior Center and all Senior Services. Additional hours were supported for the Admin. Asst to the Director position in 2012 in an effort to provide necessary consistency and accessibility in meeting the needs of the community. The SC Coordinator position was requested at 25 hours for fiscal year 2013/14 and was supported with 16 hours by the Board.

Since this position was approved by the Board of Selectmen in 2014, this position has been held by three [3] individuals, with the longest tenure of 1.5 years. The 16 hour position has regular office hours on busy Senior Center days but lacks the time to provide actual coordination for the Senior Center or administratively to help in growing the activities and programs through the Center.

There have been several requests since 2014 by this department in an effort to increase hours for this position, or to modify it in an effort to meet the needs of the clients and members we are serving. This year's priorities continue to be in meeting these needs though because of the personal needs of the current Coordinator as well as her professional background, as well as the request and support for a Youth & Family Services Coordinator, this overall request is for a minor increase in hours which will be extremely useful to the Center and its members and the department in providing quality programming to the 55+ citizens.

Current Status and Potential Next Steps:

The person currently holding this position would welcome the increased hours and would be ready to begin the 20 hour work week beginning 7/1/18.

Anticipated Schedule and Planning Process:

Currently the Coordinator's schedule is: Monday 9am-2pm; Wednesday 9am-3pm & Fridays 9am-2pm
The anticipated schedule would be: **Mondays, Wednesdays, Thursdays and Fridays 9am-2pm**

Anticipated Costs:

Current salary: \$19.06/hr x16 hours a week = \$15,858
Anticipated salary: \$19.54/hr x20 hours a week = \$20,322
Difference = + \$4,464

Additional Timing Concerns: None.

TOWN OF CANTON
Key Issues / Project Summary Sheet
FY2018 - 2019

Key Issue / Project Title

Family & Youth Services Coordinator

Staff Contact: Claire Cote, MSW

Item Type: ___ Upcoming Agenda Item ___Item needing Policy Direction _x__ New Initiative ___ On-Going Issue

Definition: The Department is requesting a 35 hour Youth & Family Services Coordinator to assist in meeting the growing social needs of Canton’s families.

Mission Statement:

The Canton Senior and Social Services Department provides assistance to individuals and families of all ages who live in Canton. The department offers referrals as well as assistance in applying for local, state and federal social services programs, assessing each situation on a case by case basis so assistance and supports are identified and coordinated to best meet the specific needs of the individual or family. Our mission is to help residents meet basic human needs while providing support and services to maximize independence.

The department, with the support of the Canton Youth Services Bureau, is requesting a full-time Youth & Family Services Coordinator position to meet the demanding needs of Canton’s youth and families. This professional would be responsible for coordinating those programs, grants and services that are helpful to the social services needs of this community that has long been served by a dedicated volunteer board. The professional background criteria, as well as some of the responsibilities of this proposed position are listed below:

SKILLS/CREDENTIALS

- Full-time (35 hours)
- Bachelors/Masters preferred in social work

- Program planning and administration experience preferred
- Identified youth service experience

ESSENTIAL DUTIES

- Reports to Director of Senior and Social Services
- Assesses youth needs and develops action plans to address those needs
- Annually receives professional development & training re: youth & family services, needs, etc.
- Responsible for applying for and managing grants geared toward assisting Youth & Families
- Assist the Director in coordinating the Referral process for Youth Services Bureau funded counseling.
- Development of and coordination with Youth Advisory Group
- Works with Parks & Recreation in Budgeting, Event Planning and Marketing for the Cave events
- Volunteer supervision at the Cave and Outreach events
- Works closely with Canton Schools, Canton Resource Officer of Canton PD, local Youth Groups and Juvenile Review Board, as well as the Parks & Rec department, and the Teen Librarian at Canton Public Library
- Assist the Director in preparing the budget annually
- Provide marketing support for family and youth-centered services and program, department-specific and townwide
- Work closely with the Canton Schools to provide programs for students and parents.
- Plans events for youth, working with local groups
- Act as the single point of contact for all things "youth" within the Department
- Attend meetings and conference with other boards, professional organization, YSB's, etc.
- Network/coordinate regional events with other towns
- Integrate survey results into programming and offerings as the results become available within the schools and throughout the town.

History:

The Youth Services Bureau in Canton has been established for years and has a long-standing history of being extremely helpful in administering social services to the Youth of Canton. They are a volunteer board with dedicated volunteers who have been applying for, receiving and providing reporting for statewide, regional and local public and private grant funds that provide funding for programs such Counseling to students and families; small group counseling sessions within the schools; Internet Safety Programs in the High School and Middle Schools; Safe Teen Driving Program; Teen Center "The Cave" for High School students; "Warrior Way" - PBIS (Positive Behavior Intervention Strategies). The Bureau has been instrumental in bringing educational presentations to the

community through the Schools and has been an integral part of the Mental Health Taskforce and in bringing education and awareness in regard to Youth issues to the community as well.

Canton's YSB/Substance Abuse Council has been working without a dedicated Executive Director or Staff Person to provide the administrative support that such programs require for many years. Last year a distinct relationship was formed between the Bureau and Parks & Recreation in an effort to take some grant application and reporting, as well as the duties of coordinating events and marketing them for the "Cave" center away from the Volunteer Board. This has proven useful to the Bureau in serving the community but the Bureau and this Department have seen the need to develop a position that acts as the 'point person' for all local social services programs involving youth who is doing so whilst looking through a "social services" lens.

The Canton Schools have supported the Bureau in administering helpful programs within the schools but there are so many ways that the community as a whole would benefit from this person. The S&SS Department has formalized BACK TO SCHOOL and HOLIDAY GIVING and SCHOLARSHIP programs established and have the ability to enhance the safety, security and well-being of this communities Youth and Families through more formal programs, increased education to that population about helpful programs and in being able to liaise with the Canton Schools and Police Department (and JRB) on a more regular formal basis.

Current Status and Potential Next Steps:

This would be a new position, so the description would have to be solidified in order to request applications for a 7/1/18 start-date.

Anticipated Schedule and Planning Process:

Anticipated Costs: \$30.00 an hour plus benefits (\$54,600/annually)

The Bureau has little idea as to their financial status and how much monies from grants are currently being used towards the salary of the individual within Parks & Recreation who assists with grants and the Cave but are willing to forfeit some of those grant funds to assist with this position or to utilize portions of grant monies that can be allocated toward administrative support in order to get this position in place.

Additional Timing Concerns:

If responsibilities of the Cave management and grant management are moved from one (Parks & Recreation) Department to the Senior & Social Services department this could have financial implications for that department as well.

TOWN OF CANTON
Key Issues / Project Summary Sheet
FY2018 - 2019

Key Issue / Project Title **EDA Marketing Line Item Requests (1007410-56000)**

Staff Contact: Neil S. Pade, Town Planner

Item Type: *Upcoming Agenda Item* *Item needing Policy Direction* *New Initiative* *On-Going Issue*

Definition: Request for funds to carry out specific actions to support economic development. Per the EDA's request at their November 30th, 2017 special meeting:

History: Annual submission requests are submitted by the Canton Economic Development Agency.

Current Status and Potential Next Steps: This year's requests include*:

- A. Electronic Message Board Signage to benefit the Town of Canton and Community Businesses as supported by the Planning and Zoning Commission
 - 1 – Undertake expert review to finalize PZC initiative to allow appropriate Electronic Message Board signs (EMBs) within the Town of Canton for the benefit of Town happenings, community interests, and town businesses;
 - 2 – Identify location, type of appropriate signage, lifecycle and reoccurring costs for one Town EMB;
 - 3 - Site, select and install one Town EMB up to thirty two square feet in size;

- B. Promotion of Canton as a Business Location – With production of marketing materials that promote Canton as an enviable place to establish and grow business, the EDA proposes that the Town invests in promotional activities, which include:
 - 1. Attendance at appropriate industry events that focus on attracting businesses to Connecticut in general and to the North/Central area of Connecticut;
 - 2. Participating in seminars and other events to raise visibility for Canton at appropriate events;
 - 3. Participation in presentation to prospective business with an interest in moving to or growing their business in Canton;

- C. Town Website Modifications and Digital Marketing – The Arnett Muldrow study stresses the importance of integrating the Town’s website with existing social media and websites to promote various aspects of Canton business activity. In addition, they recommended establishment of a “business entry” component on the home page of eth Town’s site to reinforce our branding effort and lead a new business directly to our economic development promotional content. This will require additional work by the Town’s website design and maintenance firm. *(Add additional statements on digital marketing component)*
- D. Town Wayfinding Signage II - Following installation of the signs purchased in the current year budget, the EDA anticipates revisions and/or requests for additional signs. The Town of Canton would contract with an appropriate production company to produce and install the revised and/or additional wayfinding signs.

** A more detailed summary is provided by the EDA on the attached document titled, “2018-2019 EDA Budget Items, November 30, 2017”*

Anticipated Schedule and Planning Process: Initiatives funded through this request to be carried out during FY 18-19

Anticipated Costs:

- A. Electronic Message Board Signage to benefit the Town of Canton and Community Businesses as supported by the Planning and Zoning Commission: **\$15,000 Signage; \$6,000 Consultant**
- B. Promotion of Canton as a Business Location: **\$2,000**
- C. Town Website Modifications and Digital Marketing: **\$5,000**
- D. Town Wayfinding Signage II: **\$3,000**

Additional Timing Concerns:

- A. EDA, PZC, and BOS collaboration required
- B. EDA must complete marketing material generation approved in FY 15-16
- C. Requires coordination and collaboration with Town Clerk and Town’s Vendor
- D. Wayfinding signage from FY17-18 must be completed prior to Wayfinding II

TOWN OF CANTON
Key Issues / Project Summary Sheet
FY2018 - 2019

Key Issue / Project Title **Pedestrian Crossings Safety Beacons**

Staff Contact: Neil S. Pade, Town Planner

Item Type: ___ *Upcoming Agenda Item* ___ *Item needing Policy Direction* ___ *New Initiative* X *On-Going Issue*

Definition: Solar bike path blinker sign with RRFB (Rectangular Rapid Flash Beacon) System
2 kits (2 per kit at each location) to be installed at crossings of the Farmington River Rail Trail.

History: Kit includes motion/ presences detection transmitter and receiver. Existing Pedestrian Actuated flashers are highly effective when activated by trail users. However trail users do not routinely activate flashers. Motion/ presence detection will increase safety at crossings by activating safety warnings when needed. Use of LED RRFB Flash Beacon will increase detection and driver response. Identical flasher approved in FY 16-17 and installed at Commerce Drive.



Current Status and Potential Next Steps:

Anticipated Schedule and Planning Process: Installation to occur in FY 18-19

Anticipated Costs: \$11,000

Additional Timing Concerns: