

TOWN OF CANAAN  
**BOARD OF SELECTMEN - SPECIAL MEETING**

Monday, March 25, 2024 at 6:00PM

Town Hall

108 Main St., Falls Village, CT 06031

In Person Only

**PRESENT: In Person**

Selectmen - Dave Barger, Judy Jacobs and Chris Kinsella

Treasurer/Bookkeeper - Michelle Hansen

Several members of the public were in attendance

**1) Call to Order**

Dave Barger called the meeting to order at 6:00PM

**2) Proposed Municipal Spending Plan**

The Selectmen reviewed and discussed the *Proposed Municipal Spending Plan* for FY 2024 - 2025

**Motion by Judy Jacobs to accept and forward the *Proposed Municipal Spending Plan* for fiscal year 2024-2025, with a total proposed expenditure amount of \$2,372,282.14, for presentation to the Board of Finance on Thursday, March 28, 2024; motion seconded by Chris Kinsella; unanimous** (a copy of the proposed spending plan is attached).

**3) Town Meeting Date**

**Judy Jacobs made a motion to table the Town Meeting date until a date is set for Board of Finance Town Meeting regarding the Town's Municipal Spending Plan; motion seconded by Chris Kinsella; unanimous.**

**4) Adjournment**

**Dave Barger made a motion to adjourn the meeting at 6:43PM; motion seconded by Judy Jacobs; unanimous.**

Respectfully submitted by First Selectman, David Barger

**TOWN OF CANAAN**

**PROPOSED SPENDING PLAN**

**FY 2024-2025**

**Prepared by the Board of Selectmen**  
**For The Board of Finance**  
March 28, 2024

### **#1001 Selectmen Expenses:**

First Selectman Salary – salary increase of 0%

Selectman Salary – salary increase of 0%

Selectman Salary – salary increase of 0%

Selectman Secretary – monthly meetings – 48 @ \$80.00

Clerical Work – not using this line

Administrative Assistant to BOS – recommended by Board of Selectmen-to include website administration

Allied Clerical Services – to be used at the discretion of the Board of Selectmen

Training/Education – training, workshops & seminars

Council of Government – annual dues

Housatonic River Commission – annual dues

Regional Housing Authority – annual dues

Garden Maintenance – maintenance of gardens & trees by Town Hall, green & island

Mileage – travel compensation for Selectmen

Dissemination of Public Communications (**New FY 20-21**) – expenses for community communications

CCM Membership – (**New FY 2017-18**) – (CT Conference of Municipalities) annual dues

### **#1002 Town Hall Expenses:**

Supplies – office supplies for Town Hall

Postage – postage paid envelopes – 8 boxes plus daily postage & bulk mailing permit

Clerical Equipment/Repairs – leases for copiers & 2 new computers (Tax Collector & Selectman)

Telephone –includes telephone, fax, Comcast, Avaya

Website Maint/Tech – maintaining website & server maint, system upgrade, Civic Lift & new security program

Electric – average usage - includes loan payment for up-grade

Fuel Oil - 1500 gallons + @ \$2.97 per gallon plus surcharge –price locked in as of 2/15/2024

Water – average usage

Cleaning – 100 hrs @ \$24.08 per hour – 3.5% increase (added hours in winter vary & supplies)

Blding Repairs/Maint – misc. repairs to building, furnace maint.. alarm monitoring, holiday decorations

### **#1003 Legal Expenses:**

Town Counsel – attorney fees throughout the year

Litigation – estimated costs for any litigation

Probate Court – town's portion of Northwest Corner Probate District #100

Legal Notices – estimated costs for required legal notices or other ads

	2022 - 23 Approved <u>Budget</u>	2022-23 Budget <u>Act. Audited</u>	2023-24 Approved <u>Budget</u>	2023-24 Amended <u>Budget</u>	2023 - 24 Estimate of <u>Expenditures</u>	2024-25 Proposed <u>Expenditures</u>	Board of Finance <u>Recommend.</u>	Proposed Increase/ Decrease	%
<b>GENERAL GOVERNMENT</b>									
<b>1001 SELECTMEN EXPENSES</b>									
First Selectman Salary	\$40,540.00	\$40,540.00	\$40,540.00	\$40,540.00	\$40,540.00	\$40,540.00		\$0.00	0.00%
Selectman Salary	\$5,335.00	\$5,335.00	\$5,335.00	\$5,335.00	\$5,335.00	\$5,335.00		\$0.00	0.00%
Selectman Salary	\$5,335.00	\$5,335.00	\$5,335.00	\$5,335.00	\$5,335.00	\$5,335.00		\$0.00	0.00%
Selectman Secretary (Bd. Recorder)	\$1,040.00	\$1,680.00	\$1,040.00	\$2,540.00	\$2,540.00	\$3,900.00		\$2,860.00	275.00%
Clerical Work	\$1.00	\$0.00	\$1.00	\$1.00	\$1.00	\$1.00		\$0.00	0.00%
Administrative Asst. to BOS	\$100.00	\$0.00	\$1,700.00	\$1,700.00	\$1,700.00	\$750.00		-\$950.00	-55.88%
Allied Clerical Services (new FY 2018-1	\$50.00	\$0.00	\$50.00	\$50.00	\$50.00	\$50.00		\$0.00	0.00%
Training/Education	\$100.00	\$90.00	\$100.00	\$100.00	\$100.00	\$100.00		\$0.00	0.00%
Council of Government	\$865.00	\$865.00	\$865.00	\$865.00	\$865.00	\$865.00		\$0.00	0.00%
Housatonic River Commission	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00		\$0.00	0.00%
Reg. Housing Authority	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00		\$0.00	0.00%
Garden Maintenance	\$2,500.00	\$976.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00		\$0.00	0.00%
Mileage	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00		\$0.00	0.00%
Dissemination of Public Communicatic	\$1,000.00	\$0.00	\$500.00	\$500.00	\$500.00	\$500.00		\$0.00	0.00%
CCM Membership (new FY 17-18)	\$1,042.00	\$1,042.00	\$1,042.00	\$1,042.00	\$1,042.00	\$1,042.00		\$0.00	0.00%
<b>Total</b>	<b>\$58,608.00</b>	<b>\$56,363.00</b>	<b>\$60,208.00</b>	<b>\$61,708.00</b>	<b>\$61,708.00</b>	<b>\$62,118.00</b>	<b>\$0.00</b>	<b>\$1,910.00</b>	<b>3.17%</b>
<b>1002 TOWN HALL EXPENSES</b>									
Supplies	\$4,800.00	\$5,649.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00		\$0.00	0.00%
Postage	\$2,700.00	\$2,228.00	\$2,700.00	\$2,700.00	\$2,700.00	\$2,700.00		\$0.00	0.00%
Clerical Equip/Repairs	\$5,000.00	\$5,257.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00		\$0.00	0.00%
Telephone	\$5,500.00	\$6,011.00	\$5,800.00	\$5,800.00	\$6,000.00	\$6,100.00		\$300.00	5.17%
Website Maint/Tech.	\$9,400.00	\$13,246.00	\$20,500.00	\$20,500.00	\$20,500.00	\$20,500.00		\$0.00	0.00%
Electric	\$6,500.00	\$6,684.00	\$6,600.00	\$6,600.00	\$6,000.00	\$6,600.00		\$0.00	0.00%
Fuel Oil	\$4,500.00	\$6,132.00	\$4,650.00	\$4,650.00	\$4,650.00	\$4,470.00		-\$180.00	-3.87%
Water	\$800.00	\$763.00	\$900.00	\$900.00	\$780.00	\$900.00		\$0.00	0.00%
Cleaning	\$2,500.00	\$2,487.00	\$2,900.00	\$2,900.00	\$2,900.00	\$2,900.00		\$0.00	0.00%
Building Repairs/Maint.	\$5,000.00	\$3,698.00	\$5,000.00	\$5,000.00	\$2,000.00	\$5,000.00		\$0.00	0.00%
<b>Total</b>	<b>\$46,700.00</b>	<b>\$52,155.00</b>	<b>\$60,050.00</b>	<b>\$60,050.00</b>	<b>\$56,530.00</b>	<b>\$60,170.00</b>	<b>\$0.00</b>	<b>\$120.00</b>	<b>0.20%</b>
<b>1003 LEGAL EXPENSES</b>									
Town Counsel	\$6,000.00	\$59.00	\$6,000.00	\$6,000.00	\$2,000.00	\$6,000.00		\$0.00	0.00%
Litigation	\$4,500.00	\$0.00	\$4,500.00	\$4,500.00	\$0.00	\$4,500.00		\$0.00	0.00%
Probate Court	\$1,414.00	\$1,414.00	\$1,373.00	\$1,373.00	\$1,373.00	\$1,801.73		\$428.73	31.23%
Legal Notices/Advertising	\$1,800.00	\$1,303.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00		\$0.00	0.00%
<b>Total</b>	<b>\$13,714.00</b>	<b>\$2,776.00</b>	<b>\$13,673.00</b>	<b>\$13,673.00</b>	<b>\$5,173.00</b>	<b>\$14,101.73</b>	<b>\$0.00</b>	<b>\$428.73</b>	<b>3.14%</b>

### **#1005 Assessors**

Salary – Certified Assessor – 3.5% increase (Based on CPI increase 3.8%, & COLA 3.2%)

Salary – Ass't to Chief Assessor – 3.5% increase (Based on CPI increase 3.8%, & COLA 3.2%)

Supplies – Grand list, MV books

Legal Fees – legal notices & costs associated with assessments

Schooling – dues & meetings plus added hours for new certified assessor orientation

Computer Services – Vision software, QDS software updates, support and GIS mapping

Mileage – travel expenses for schooling & meetings

**#1006 Bd. of Assessment Appeals – (Board of Tax Review)** legal notices and compensation for time

### **#1007 Board of Finance**

Secretary – 27 mtgs @ \$80.00

Legal Notices – mandatory notices for budget meetings

Audit – per contract

Printing Annual Report – cost to print annual report

Typing Annual Report – compensation for collecting and putting together annual report

Legal Fees – consulting with attorney as needed

Accounting Services – services for review of accounting practices & actuarial work

### **#1008 Tax Collector**

Salaries – 3.5% salary increase (based on salary plus certification fee (Based on CPI increase 3.8%, COLA 3.2%))

Ass't. Tax Collector – compensation for time – 3.5% increase in hourly rate (Based on CPI increase 3.8%, & COLA 3.2%)

Certification – compensation for maintaining certification

Supplies – envelopes, toner for printer, stock for printing bills

Legal Fees – fees incurred during collection of delinquent taxes - reimbursable

Legal Notices – mandatory notices

Rate Book/Bills – moved to Supplies line above

Dues/Training – annual association dues, quarterly meeting fees, conference fees, and course fees & mileage

DMV Fees – fee fixed by DMV

Tax Sale Expenses – (**New FY 2017-18**) – expenses incurred processing tax sales

Computer Maint/Support – QDS software maint and updates

	2022 - 23 Approved <u>Budget</u>	2022-23 Budget <u>Act. Audited</u>	2023-24 Approved <u>Budget</u>	2023-24 Amended <u>Budget</u>	2023 - 24 Estimate of <u>Expenditures</u>	2024-25 Proposed <u>Expenditures</u>	Board of Finance <u>Recommend.</u>	Proposed Increase/ <u>Decrease</u>	<u>%</u>
<b>1005 BOARD OF ASSESSORS</b>									
Salary-Chief Assessor	\$22,698.00	\$22,698.00	\$23,946.00	\$23,946.00	\$23,946.00	\$24,784.00		\$838.00	3.50%
Salary-Asst. to Chief Assessor	\$12,047.00	\$12,047.00	\$12,710.00	\$12,710.00	\$12,710.00	\$13,155.00		\$445.00	3.50%
Supplies	\$750.00	\$1,498.00	\$800.00	\$800.00	\$1,200.00	\$800.00		\$0.00	0.00%
Legal Fees	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00		\$0.00	0.00%
Schooling	\$600.00	\$85.00	\$2,100.00	\$2,100.00	\$100.00	\$1,000.00		-\$1,100.00	-52.38%
Computer Services	\$16,196.00	\$16,196.00	\$17,900.00	\$17,900.00	\$18,725.00	\$32,765.00		\$14,865.00	83.04%
Mileage/Travel Expenses	\$300.00	\$0.00	\$300.00	\$300.00	\$300.00	\$300.00		\$0.00	0.00%
<b>Total</b>	<b>\$52,791.00</b>	<b>\$52,524.00</b>	<b>\$57,956.00</b>	<b>\$57,956.00</b>	<b>\$57,181.00</b>	<b>\$73,004.00</b>	<b>\$0.00</b>	<b>\$15,048.00</b>	<b>25.96%</b>
<b>1006 Bd. Of Assessm't Appeals</b>	<b>\$1,500.00</b>	<b>\$1,004.00</b>	<b>\$1,500.00</b>	<b>\$1,500.00</b>	<b>\$1,500.00</b>	<b>\$1,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>1007 BOARD OF FINANCE</b>									
Secretary	\$1,200.00	\$2,080.00	\$1,200.00	\$2,200.00	\$2,200.00	\$2,200.00		\$1,000.00	83.33%
Legal Notices	\$250.00	\$175.00	\$250.00	\$250.00	\$175.00	\$250.00		\$0.00	0.00%
Audit	\$22,500.00	\$22,500.00	\$28,900.00	\$28,900.00	\$28,900.00	\$30,345.00		\$1,445.00	5.00%
Printing Annual Report	\$1,000.00	\$990.00	\$600.00	\$600.00	\$600.00	\$1,000.00		\$400.00	66.67%
Typing Annual Report	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$600.00		\$100.00	20.00%
Legal Fees	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00	\$500.00		\$0.00	0.00%
Accounting Services	\$3,300.00	\$4,850.00	\$3,000.00	\$3,000.00	\$4,970.00	\$5,000.00		\$2,000.00	66.67%
<b>Total</b>	<b>\$29,250.00</b>	<b>\$31,095.00</b>	<b>\$34,950.00</b>	<b>\$35,950.00</b>	<b>\$37,345.00</b>	<b>\$39,895.00</b>	<b>\$0.00</b>	<b>\$4,945.00</b>	<b>14.15%</b>
<b>1008 TAX COLLECTOR</b>									
Salary	\$19,834.00	\$19,834.00	\$21,090.00	\$21,090.00	\$21,090.00	\$21,828.00		\$738.00	3.50%
Ass't Tax Collector	\$1,677.00	\$342.00	\$1,730.00	\$1,730.00	\$500.00	\$1,790.00		\$60.00	3.47%
Certification	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00		\$0.00	0.00%
Supplies	\$1,000.00	\$970.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$0.00	0.00%
Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%
Legal Notices	\$500.00	\$454.00	\$500.00	\$500.00	\$500.00	\$500.00		\$0.00	0.00%
Dues/Training	\$750.00	\$769.00	\$1,150.00	\$1,150.00	\$500.00	\$1,150.00		\$0.00	0.00%
DMV Fees	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$1,000.00		\$750.00	300.00%
Tax Sale Expense (New FY 17-18)	\$250.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$250.00		-\$1,750.00	-87.50%
Computer Maint/Supplies	\$5,750.00	\$6,072.00	\$6,200.00	\$6,200.00	\$6,200.00	\$6,200.00		\$0.00	0.00%
<b>Total</b>	<b>\$33,011.00</b>	<b>\$31,691.00</b>	<b>\$36,920.00</b>	<b>\$36,920.00</b>	<b>\$33,040.00</b>	<b>\$36,718.00</b>	<b>\$0.00</b>	<b>-\$202.00</b>	<b>-0.55%</b>

### **#1009 Treasurer**

Treasurer Salary – 0% increase– appointed position  
Deputy Treasurer – compensation for time  
Bookkeeping Salary – 0% increase– hired position  
Supplies – checks, ledger paper, 1099s  
Computer Maint/Support – Quickbooks, print cartridges  
Training (**New FY 24-25**)-training on new software

### **#1010 Town Clerk**

Salary – salary increase of 3.5% (Based on CPI increase 3.8%, & COLA 3.2% )  
Asst. Town Clerk – compensation to cover vacations/sickness  
Certification – not applicable this FY  
Land Recording - cost to maintain land records  
Index Renovations – cost to renovate old records  
Dues/Training – annual dues & mandatory town clerk meetings  
Historic Document Preservation Grant –From State of CT to help offset cost of renovation of records  
Mileage – compensation for travel

### **#1011 Planning & Zoning**

Zoning Officer –  
Secretary – 16 mtgs @ \$80.00  
Clerical Expenses – extra office time  
Postage – mailing  
Misc – Quarterly State Permit fees, dues and classes for ZEO  
Attorney – legal advice  
Consultant/Engineer – increase due to hiring planner & digitize maps  
Publication Expenses – legal notices  
Mileage – compensation for travel

**#1012 Zoning Board of Appeals** – legal notices, fees by state for permits

### **#1014 Registrar of Voters**

Salaries – for Republican & Democratic registrars - \$21.31 hr. (3.5% increase Based on CPI increase 3.8%, & COLA 3.2%)

	<b>2022 - 23 Approved Budget</b>	<b>2022-23 Budget Act. Audited</b>	<b>2023-24 Approved Budget</b>	<b>2023-24 Amended Budget</b>	<b>2023 - 24 Estimate of Expenditures</b>	<b>2024-25 Proposed Expenditures</b>	<b>Board of Finance Recommend.</b>	<b>Proposed Increase/ Decrease</b>	<b>%</b>
<b>1009 TREASURER</b>									
Treasurer Salary	\$11,493.00	\$11,493.00	\$12,125.00	\$12,125.00	\$12,125.00	\$12,125.00		\$0.00	0.00%
Deputy Treasurer	\$2,600.00	\$1,687.00	\$2,700.00	\$6,200.00	\$6,200.00	\$6,200.00		\$3,500.00	129.63%
Bookkeeping Salary	\$25,223.00	\$25,223.00	\$26,610.00	\$26,610.00	\$26,610.00	\$26,610.00		\$0.00	0.00%
Supplies	\$500.00	\$868.00	\$500.00	\$500.00	\$500.00	\$500.00		\$0.00	0.00%
Computer Maint/Supplies	\$1,320.00	\$1,314.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00		\$0.00	0.00%
Training (New FY 24-25)						\$1,000.00		\$1,000.00	100.00%
<b>Total</b>	<b>\$41,136.00</b>	<b>\$40,585.00</b>	<b>\$43,335.00</b>	<b>\$46,835.00</b>	<b>\$46,835.00</b>	<b>\$47,835.00</b>	<b>\$0.00</b>	<b>\$4,500.00</b>	<b>10.38%</b>
<b>1010 TOWN CLERK</b>									
Town Clerk Salary Account	\$32,713.00	\$32,713.00	\$34,512.00	\$34,512.00	\$34,512.00	\$35,720.00		\$1,208.00	3.50%
Ass't. Town Clerk	\$5,000.00	\$0.00	\$2,500.00	\$2,500.00	\$1,000.00	\$5,000.00		\$2,500.00	100.00%
Certification	\$0.00	\$0.00	\$1.00	\$1.00	\$0.00	\$1.00		\$0.00	0.00%
Land Recording	\$11,000.00	\$8,301.00	\$11,000.00	\$11,000.00	\$9,000.00	\$11,000.00		\$0.00	0.00%
Index Renovation	\$1,000.00	\$765.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00		\$0.00	0.00%
Dues/Training	\$1,300.00	\$1,092.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00		\$0.00	0.00%
Hist. Doc Preserv. Grant	\$0.00	\$5,500.00	\$0.00			\$0.00		\$0.00	0.00%
Mileage	\$150.00	\$160.00	\$200.00	\$200.00	\$200.00	\$200.00		\$0.00	0.00%
<b>Total</b>	<b>\$51,163.00</b>	<b>\$48,531.00</b>	<b>\$51,213.00</b>	<b>\$51,213.00</b>	<b>\$46,712.00</b>	<b>\$54,921.00</b>	<b>\$0.00</b>	<b>\$3,708.00</b>	<b>7.24%</b>
<b>1011 PLANNING &amp; ZONING</b>									
Zoning Enforcement Officer	\$12,000.00	\$9,595.00	\$12,660.00	\$12,660.00	\$12,660.00	\$14,160.00		\$1,500.00	11.85%
Secretary	\$1,160.00	\$1,280.00	\$1,160.00	\$1,160.00	\$1,160.00	\$1,280.00		\$120.00	10.34%
Clerical Expense	\$150.00	\$0.00	\$150.00	\$150.00	\$0.00	\$100.00		-\$50.00	-33.33%
Postage	\$100.00	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00		\$0.00	0.00%
Misc.	\$1,000.00	\$967.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$0.00	0.00%
Attorney	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00		\$0.00	0.00%
Consultant/Engineer/Planner	\$20,000.00	\$24,740.00	\$20,000.00	\$20,000.00	\$20,000.00	\$19,000.00		-\$1,000.00	-5.00%
Publication Expenses	\$400.00	\$610.00	\$500.00	\$500.00	\$500.00	\$500.00		\$0.00	0.00%
Mileage	\$200.00	\$195.00	\$200.00	\$200.00	\$200.00	\$200.00		\$0.00	0.00%
<b>Total</b>	<b>\$37,010.00</b>	<b>\$37,387.00</b>	<b>\$37,770.00</b>	<b>\$37,770.00</b>	<b>\$35,520.00</b>	<b>\$38,340.00</b>	<b>\$0.00</b>	<b>\$570.00</b>	<b>1.51%</b>
<b>1012 Zoning Board of Appeals</b>	<b>\$500.00</b>	<b>\$0.00</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>1014 REGISTRAR OF VOTERS</b>									
Salaries	\$10,000.00	\$7,683.00	\$12,000.00	\$12,000.00	\$12,000.00	\$10,500.00		-\$1,500.00	-12.50%



Election/Primary Expenses – poll workers, printing and legal notices + funding for early voting requirements  
Referendum Expenses – poll workers, printing & legal notices (1 referendum)  
Office Expenses – computer supplies, postage for annual canvass, NCOA  
Voting Machine Expenses – servicing of machines, programming memory cards, ballots & IVS System  
Legal Expenses – legal notices & council if needed  
Dues/Training – workshops, seminars & training of poll workers to meet increasing state requirements, annual dues  
Computer Service – min. necessary to ensure continuing operation  
Early Voting (**New FY 24-25**)-added for early voting salaries and expenses

#### **#1015 Insurance**

Cirma Package – Liability & Auto Insurance includes excess liability, public officials & new cyber insurance  
Worker's Compensation – CIRMA based on payroll (3% increase)  
Bonding – Treasurer and Tax Collector & assistants

#### **#1016 Benefits**

Pension Plan – plan contribution based on payroll of participants & cost of admin. by Pension Planning  
Social Security – town liability on all payrolls including the recreation summer employees  
Retiree/Spouse Benefits – (**New FY 15-16**) compensation in accordance with policy  
Health Insurance – Medical, Dental, Life, vision and LTD (coverage for highway, tax collector, town clerk & Treasurer) 2% increase

#### **#1017 Economic Development (new FY 21-22)**

Economic Dev. Coordinator (**new FY 19-20**) – salary (moved from Dept #1001)

#### **#1018 Public Health**

Torrington Area Health – annual budget based on services provided (\$5.48 per capita rate-1078 pop.) population correction  
Dog Officer Fund – transferred to Dog Fund Account to cover salary & expenses  
Health Care – Salisbury VNA - annual budget based on services provided  
Youth Services Bureau – Annual budget based on services provided  
Mental Health Services – (previously called CMHA) annual budget based on services provided

#### **#1019 Social Services**

Director – salary –increase (Based on CPI increase 3.8%, & COLA 3.2%) and addition of 4 hours  
Senior Center – supplies for activities & bus for trips (6 per year)  
Telephone –two lines to senior center & elevator telephone & Comcast

	2022 - 23 Approved Budget	2022-23 Budget Act. Audited	2023-24 Approved Budget	2023-24 Amended Budget	2023 - 24 Estimate of Expenditures	2024-25 Proposed Expenditures	Board of Finance Recommend.	Proposed Increase/ Decrease	%
Election/Primary Expense	\$4,000.00	\$4,316.00	\$8,000.00	\$8,000.00	\$5,000.00	\$5,000.00		-\$3,000.00	-37.50%
Referendum Expenses	\$1,000.00	\$620.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,500.00		\$500.00	50.00%
Office Expense	\$700.00	\$284.00	\$700.00	\$700.00	\$500.00	\$500.00		-\$200.00	-28.57%
Voting Machine Expense	\$3,000.00	\$3,647.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00		\$0.00	0.00%
Legal Expense	\$100.00	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00		\$0.00	0.00%
Dues/Training	\$3,660.00	\$2,186.00	\$3,660.00	\$3,660.00	\$500.00	\$2,500.00		-\$1,160.00	-31.69%
Computer Service	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00	\$500.00		\$0.00	0.00%
Early Voting (New FY 24-25)			\$0.00	\$10,500.00		\$19,000.00		\$19,000.00	100.00%
<b>Total</b>	<b>\$22,960.00</b>	<b>\$18,736.00</b>	<b>\$28,960.00</b>	<b>\$39,460.00</b>	<b>\$22,000.00</b>	<b>\$42,600.00</b>	<b>\$0.00</b>	<b>\$13,640.00</b>	<b>47.10%</b>
<b>1015 INSURANCE</b>									
CIRMA - Property/Liability Insurance	\$26,277.00	\$26,529.00	\$27,350.00	\$27,350.00	\$27,350.00	\$27,350.00		\$0.00	0.00%
Worker's Compensation	\$17,479.00	\$15,685.00	\$18,010.00	\$18,010.00	\$18,010.00	\$18,010.00		\$0.00	0.00%
Bonding	\$600.00	\$506.00	\$600.00	\$600.00	\$600.00	\$1,000.00		\$400.00	66.67%
<b>Total</b>	<b>\$44,356.00</b>	<b>\$42,720.00</b>	<b>\$45,960.00</b>	<b>\$45,960.00</b>	<b>\$45,960.00</b>	<b>\$46,360.00</b>	<b>\$0.00</b>	<b>\$400.00</b>	<b>0.87%</b>
<b>1016 BENEFITS</b>									
Pension Plan	\$25,800.00	\$24,748.00	\$27,500.00	\$27,500.00	\$27,500.00	\$25,500.00		-\$2,000.00	-7.27%
Social Security (7.625%)	\$45,150.00	\$45,773.00	\$47,300.00	\$47,300.00	\$47,300.00	\$53,760.00		\$6,460.00	13.66%
Retiree/Spouse Benefits	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00		\$0.00	0.00%
Health Insurance	\$151,250.00	\$145,178.00	\$153,000.00	\$153,000.00	\$153,000.00	\$157,000.00		\$4,000.00	2.61%
<b>Total</b>	<b>\$224,450.00</b>	<b>\$217,949.00</b>	<b>\$230,050.00</b>	<b>\$230,050.00</b>	<b>\$230,050.00</b>	<b>\$238,510.00</b>	<b>\$0.00</b>	<b>\$8,460.00</b>	<b>3.68%</b>
<b>1017 Economic Development</b>									
Economic Dev. Coordinator (new FY 1:	\$2,100.00	\$2,100.00	\$500.00	\$500.00	\$0.00	\$500.00		\$0.00	0.00%
<b>Total</b>	<b>\$2,100.00</b>	<b>\$2,100.00</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>\$0.00</b>	<b>\$500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>1018 PUBLIC HEALTH</b>									
Torrington Health District	\$5,924.00	\$5,924.00	\$5,907.00	\$5,907.00	\$5,907.00	\$5,907.00		\$0.00	0.00%
Dog Officer Fund	\$2,500.00	\$17,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$4,500.00		\$1,000.00	28.57%
Health Care - SVNA	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00		\$0.00	0.00%
Youth Services Bureau	\$3,764.00	\$3,764.00	\$3,764.00	\$3,764.00	\$3,764.00	\$4,000.00		\$236.00	6.27%
Mental Health Services	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$6,750.00		\$2,750.00	68.75%
<b>Total</b>	<b>\$18,188.00</b>	<b>\$33,188.00</b>	<b>\$19,171.00</b>	<b>\$19,171.00</b>	<b>\$19,171.00</b>	<b>\$23,157.00</b>	<b>\$0.00</b>	<b>\$3,986.00</b>	<b>20.79%</b>
<b>1019 SOCIAL SERVICES</b>									
Director	\$25,078.00	\$25,078.00	\$30,500.00	\$30,500.00	\$30,500.00	\$39,457.51		\$8,957.51	29.37%
Senior Center	\$3,275.00	\$3,271.00	\$3,275.00	\$3,275.00	\$3,275.00	\$3,275.00		\$0.00	0.00%
Telephone	\$2,600.00	\$2,675.00	\$2,700.00	\$2,700.00	\$2,700.00	\$3,000.00		\$300.00	11.11%

Chore Service – annual budget based on services provided  
NW Transit District – annual request to cover bus services  
Litchfield Hills Nutrition – lunch program at Senior Center  
Gateway Adult Center – annual budget based on services provided  
Geer Adult Day Transportation – annual budget based on services provided  
Women’s Support Services – annual budget based on services provided  
Susan B. Anthony – annual budget based on services provided  
Dues & Training – workshops & seminars  
Travel – mileage for director  
Nutrition Site Manager – min. amount  
HVCAS/Western Ct Coalition (**New FY 21-22**) – annual request  
Fishes & Loaves Pantry (**new FY 21-22**) annual request  
FISH NWCT (**New FY 21-22**) annual request

**#1020 Wm. Surdam Building (Day Care Center)**

Electric –based on average usage & loan payments for up-grade  
Fuel Oil – 1200 gallons @ \$2.97 per gallon + surcharges (rates locked in as of 2/15/2024)  
Building Repairs – maintenance and includes water testing  
Ground Maint- (**New FY 18-19**) – mowing at Page Road property (was included in series #4001)

**#1021 Street Lights** – based on average usage

**#1022 General Assistance** – as needed

Emergency Fund – as needed

**#1023 Fund for Non-municipal Activities**

Day Care Grant – annual request – previous increase FY 2012-13  
Beebe Hill School House – electric and building maintenance  
FV-Canaan Historical Society – requested by Historical Society to help offset costs of maint for museum & Depot  
DM Hunt Library — previous increase FY 2023-24  
NC Summer Job Program – (**New FY 2015-16**) – no requests received  
FVCT Co., Inc. – annual request  
Falls Village Community Development Corp., Inc. – (**new FY 21-22**)

	2022 - 23 Approved <u>Budget</u>	2022-23 Budget <u>Act. Audited</u>	2023-24 Approved <u>Budget</u>	2023-24 Amended <u>Budget</u>	2023 - 24 Estimate of <u>Expenditures</u>	2024-25 Proposed <u>Expenditures</u>	Board of Finance <u>Recommend.</u>	Proposed Increase/ <u>Decrease</u>	<u>%</u>
Chore Services	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$3,200.00		\$700.00	28.00%
NW Transit District	\$607.00	\$607.00	\$1,939.00	\$1,939.00	\$1,939.00	\$2,400.00		\$461.00	23.78%
Litchfield Hills Nutrition	\$495.00	\$495.00	\$450.00	\$450.00	\$450.00	\$600.00		\$150.00	33.33%
Geer Adult Day Center - Transport	\$7,000.00	\$7,000.00	\$7,350.00	\$7,350.00	\$7,350.00	\$7,500.00		\$150.00	2.04%
Project Sage	\$1,500.00	\$1,500.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,750.00		\$500.00	22.22%
Susan B. Anthony	\$1,200.00	\$1,200.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00		\$0.00	0.00%
Dues & Training	\$100.00	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00		\$0.00	0.00%
Travel	\$100.00	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00		\$0.00	0.00%
HVCASA/Western CT Coalition(New FY	\$159.00	\$0.00	\$159.00	\$159.00	\$0.00	\$159.00		\$0.00	0.00%
Fishes & Loaves Pantry (new FY 21-22)	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$600.00		\$100.00	20.00%
FISH NWCT (New FY 21-22)	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00		\$0.00	0.00%
Nutrition Site Manager - Salary	\$200.00	\$0.00	\$200.00	\$200.00	\$0.00	\$200.00		\$0.00	0.00%
<b>Total</b>	<b>\$45,314.00</b>	<b>\$44,826.00</b>	<b>\$53,923.00</b>	<b>\$53,923.00</b>	<b>\$53,364.00</b>	<b>\$65,241.51</b>	<b>\$0.00</b>	<b>\$11,318.51</b>	<b>20.99%</b>
<b>1020 WM. SURDAM Bid(Day Care)</b>									
Electric	\$5,500.00	\$4,573.00	\$5,500.00	\$5,500.00	\$5,000.00	\$5,500.00		\$0.00	0.00%
Fuel Oil	\$3,600.00	\$4,918.00	\$3,720.00	\$3,720.00	\$3,720.00	\$3,576.00		-\$144.00	-3.87%
Building Maint.	\$3,000.00	\$1,090.00	\$3,000.00	\$9,000.00	\$9,000.00	\$9,000.00		\$6,000.00	200.00%
Ground Maint (new FY 18-19)	\$2,000.00	\$3,347.00	\$2,200.00	\$2,200.00	\$3,000.00	\$3,500.00		\$1,300.00	59.09%
<b>Total</b>	<b>\$14,100.00</b>	<b>\$13,928.00</b>	<b>\$14,420.00</b>	<b>\$20,420.00</b>	<b>\$20,720.00</b>	<b>\$21,576.00</b>	<b>\$0.00</b>	<b>\$7,156.00</b>	<b>49.63%</b>
<b>1021 STREET LIGHTS</b>	<b>\$ 7,700.00</b>	<b>\$8,722.00</b>	<b>\$ 7,700.00</b>	<b>\$ 7,700.00</b>	<b>\$10,000.00</b>	<b>\$ 8,000.00</b>	<b>\$ -</b>	<b>\$300.00</b>	<b>3.90%</b>
<b>1022 GENERAL ASSISTANCE</b>									
Welfare Disbursements	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00		\$0.00	0.00%
Emergency Fund	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00		\$0.00	0.00%
<b>Total</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>1023 FUND FOR NON-MUNI. PUBLIC BENEFIT ACTIVITIES</b>									
Day Care Grant	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00		\$0.00	0.00%
Beebe Hill School House	\$1,000.00	\$528.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$0.00	0.00%
FV-Canaan Historical Society	\$2,907.00	\$2,907.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00		\$0.00	0.00%
D.M. Hunt Library	\$49,725.00	\$49,725.00	\$52,225.00	\$52,225.00	\$52,225.00	\$67,225.00		\$15,000.00	28.72%
NC Summer Jobs Program	\$600.00	\$0.00	\$1.00	\$1.00	\$0.00	\$1.00		\$0.00	0.00%
FVCT Co., Inc.	\$3,570.00	\$3,570.00	\$3,570.00	\$3,570.00	\$3,570.00	\$5,000.00		\$1,430.00	40.06%
FV Community Dev. Corp, Inc. (new FY	\$13,695.00	\$13,695.00	\$1.00	\$1.00	\$0.00	\$1.00		\$0.00	0.00%
<b>Total</b>	<b>\$81,497.00</b>	<b>\$80,425.00</b>	<b>\$71,297.00</b>	<b>\$71,297.00</b>	<b>\$71,295.00</b>	<b>\$87,727.00</b>	<b>\$0.00</b>	<b>\$16,430.00</b>	<b>23.04%</b>
<b>1024 CONSERVATION COMM.</b>									

**#1024 Inland/Wetlands Commission** – quarterly state report fees, secretary, printing costs for regulations & tree treatments

**1027 General Public Safety**

911 Litchfield Dispatch – annual request

Fire Marshal – salary, mileage & expenses

Building Inspector – salary, office rental, supplies, secretary, dues

Civil Prep/Constables – supplies if needed

Emergency Management Coordinator –3.5% increase - replaces civil defense coordinator to better meet federal & state mandates

Contingency Performance Compensation- (**new FY 2021-22**) – combined in above line

Hepatitis Vaccine – offered to highway & transfer station personnel and fire & ambulance volunteers

FVVFD/Rescue Squad – annual transfer to pension plan

**#1028 Non-Recurring Capital Accounts**

Fire Truck Reserve – annual transfer to Reserve Account

Fire Commission Equipment Reserve – annual transfer to Reserve Acct

Heavy Equipment Reserve – annual transfer to Reserve Account

Truck Reserve – annual transfer to Reserve Account-increase for 5 yr replacement schedule

107/108 Main St Maint. Reserve – (**New FY 2013-14**) annual transfer to Reserve Account

Bridge Maint./Repair Reserve – annual transfer to Reserve Account –increased due to Cobble Road study

Painting Reserve –annual transfer

Assessors Revaluation Reserve –annual transfer

P & Z Rewrite of Regulations –annual transfer for P&Z revision of regulations

Environmental Cleanup Reserve annual transfer for hazardous cleanup

Capital Improve/Salt Shed –annual transfer

Computer/Office Automation – annual transfer for future updates to computers, software

Ambulance Reserve – annual transfer to reserve account

Bulking Waste Building Reserve – for future building at Transfer Station

Employee Post Employ Health Ins Benefits – Funding for retiree benefits according to GASB 45

Pool Reserve – for future pool resurfacing and maint

Tree Replacement Reserve – (**new FY 2019-20**) to replace trees on Main St.

**#1202 107 Main Street Property**

Electric –average usage

Fuel Oil - 2000 gallons @ \$2.97 per gallon + surcharges (rate locked in as of 2/15/2024)

Water – average usage

Cleaning – 100 hrs @ \$24.08 per hour – 3.5% increase (average hours – vary in winter + cleaning supplies)

	<u>2022 - 23 Approved Budget</u>	<u>2022-23 Budget Act. Audited</u>	<u>2023-24 Approved Budget</u>	<u>2023-24 Amended Budget</u>	<u>2023 - 24 Estimate of Expenditures</u>	<u>2024-25 Proposed Expenditures</u>	<u>Board of Finance Recommend.</u>	<u>Proposed Increase/ Decrease</u>	<u>%</u>
Inland/Wetland Commission	\$2,250.00	\$1,007.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	\$0.00	\$0.00	0.00%
<b>1027 GENERAL PUBLIC SAFETY</b>									
911 Litchfield Dispatch	\$12,648.00	\$12,648.00	\$12,936.00	\$12,936.00	\$12,936.00	\$13,405.00		\$469.00	3.63%
Fire Marshal	\$6,000.00	\$3,560.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00		\$0.00	0.00%
Building Inspector	\$21,000.00	\$12,251.00	\$20,000.00	\$20,000.00	\$15,000.00	\$20,000.00		\$0.00	0.00%
Constables	\$100.00	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00		\$0.00	0.00%
Emergency Manage Co-ordinator	\$6,300.00	\$6,300.00	\$9,052.00	\$9,052.00	\$9,052.00	\$9,369.00		\$317.00	3.50%
Contingency Performance Comp (New)	\$2,500.00	\$2,500.00	\$1.00	\$1.00	\$0.00	\$1.00		\$0.00	0.00%
Hepatitis Vaccine	\$150.00	\$0.00	\$150.00	\$150.00	\$0.00	\$150.00		\$0.00	0.00%
FVVFD & Rescue Squad Pension	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00		\$0.00	0.00%
<b>Total</b>	<b>\$63,698.00</b>	<b>\$52,259.00</b>	<b>\$63,239.00</b>	<b>\$63,239.00</b>	<b>\$57,988.00</b>	<b>\$64,025.00</b>	<b>\$0.00</b>	<b>\$786.00</b>	<b>1.24%</b>
<b>1028 NON-RECURRING CAPITAL ACCOUNTS</b>									
Fire Truck Reserve	\$25,000.00	\$25,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00		\$0.00	0.00%
Heavy Equipment Reserve	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00		\$0.00	0.00%
Truck Reserve	\$35,000.00	\$35,000.00	\$42,500.00	\$42,500.00	\$42,500.00	\$42,500.00		\$0.00	0.00%
107/108 Main St. Maint Reserve	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00		\$0.00	0.00%
Bridge Maint/Repair Reserve	\$15,000.00	\$15,000.00	\$7,500.00	\$7,500.00	\$7,500.00	\$15,000.00		\$7,500.00	100.00%
Painting Reserve	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00		\$0.00	0.00%
Assessors Revaluation Res.	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00		\$0.00	0.00%
P & Z Rewrite of Regs/Town Plan	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00		\$0.00	0.00%
Environmental Cleanup Reserve	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$0.00	0.00%
Capital Improve/Salt Shed	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00		\$0.00	0.00%
Computer/Office Automation	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$0.00	0.00%
Ambulance Reserve	\$5,000.00	\$5,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00		\$0.00	0.00%
Bulky Waste Building Res.	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$7,500.00		\$2,500.00	50.00%
Employ Post Employ Health Ins. Ben	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00		\$0.00	0.00%
Tree Replacement (New FY 19-20)	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00		\$0.00	0.00%
Pool Reserve	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00		\$0.00	0.00%
<b>Total</b>	<b>\$126,000.00</b>	<b>\$126,000.00</b>	<b>\$141,000.00</b>	<b>\$141,000.00</b>	<b>\$141,000.00</b>	<b>\$151,000.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>7.09%</b>
<b>1202 107 MAIN ST PROPERTY</b>									
Electric	\$4,300.00	\$4,813.00	\$4,300.00	\$4,300.00	\$12,000.00	\$5,000.00		\$700.00	16.28%
Fuel Oil	\$6,000.00	\$7,801.00	\$6,200.00	\$6,200.00	\$6,200.00	\$5,960.00		-\$240.00	-3.87%
Cleaning	\$2,400.00	\$2,528.00	\$2,600.00	\$2,600.00	\$2,600.00	\$2,600.00		\$0.00	0.00%
Water	\$500.00	\$235.00	\$500.00	\$500.00	\$500.00	\$500.00		\$0.00	0.00%

Building Maint. – routine building maint., alarm system & includes elevator quarterly maint & inspection & renovation to 1<sup>st</sup> floor  
**#1203 35 Railroad St. Property (Old Fire House)**

Electric – average usage

Fuel Oil – 500 gals @ 2.97 per gal + surcharges (rate locked in as of 2/15/2024)

Water –average usage

Building Maint – furnace maint., alarm monitoring

**#2001 Fire Commission (188 RT 7 S)**

New Equipment – purchase of misc new equipment/up-dating old equipment

Trucks/Equipment – maintenance to department vehicles – new tanker and inspection

Vehicle Fuel – **(New line FY 2020-21)** – to cover fuel usage

Electric – estimate of usage

Propane – to fill tank(s)

Hydrants –water usage in building & PURA hydrant fees

Communications – telephone, fax, Comcast, radios and pagers

Fire Ponds – for maintenance to fire ponds – as needed

Building Maintenance – alarm system tests & monitoring, routine building maint.

Physical Exams – required annual physicals for fire & ambulance personnel

Insurance – CIRMA – workmen’s compensation & vehicle insurance (increase for new truck)

Mileage – for Chief meetings

Training – fire & ambulance personnel training costs

Technology – (new FY 23-24) – program for reporting fire & ambulance incidences to the state

**#3001 Dept of Public Works**

Wages –payroll increase-based on annual reviews – recommended by Board of Selectmen

Overtime – 125 hrs based on OT wages

Misc New Equipment – to purchase misc equipment

Truck Repairs/Parts – maintenance to trucks and equipment

Fuel, oil, lube – gas, diesel, oil and lube for trucks and equipment

Oiling & Sealing – cost to chip seal 3 miles

Bituminous Material – cost of materials for patching roads

Deicing – salt & sand

	<u>2022 - 23</u> <u>Approved</u> <u>Budget</u>	<u>2022-23</u> <u>Budget</u> <u>Act. Audited</u>	<u>2023-24</u> <u>Approved</u> <u>Budget</u>	<u>2023-24</u> <u>Amended</u> <u>Budget</u>	<u>2023 - 24</u> <u>Estimate of</u> <u>Expenditures</u>	<u>2024-25</u> <u>Proposed</u> <u>Expenditures</u>	<u>Board of</u> <u>Finance</u> <u>Recommend.</u>	<u>Proposed</u> <u>Increase/</u> <u>Decrease</u>	<u>%</u>
Building Maint.	\$13,000.00	\$7,997.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00		\$0.00	0.00%
<b>Total</b>	<b>\$26,200.00</b>	<b>\$23,374.00</b>	<b>\$26,600.00</b>	<b>\$26,600.00</b>	<b>\$34,300.00</b>	<b>\$27,060.00</b>	<b>\$0.00</b>	<b>\$460.00</b>	<b>1.73%</b>

**1203 35 Railroad St. Property (new FY 17-18)**

Electric	\$ 1,200.00	\$839.00	\$ 1,200.00	\$ 1,200.00	\$900.00	\$ 900.00		-\$300.00	-25.00%
Fuel Oil	\$ 1,500.00	\$1,765.00	\$ 1,550.00	\$ 1,550.00	\$1,550.00	\$ 745.00		-\$805.00	-51.94%
Water	\$ 450.00	\$458.00	\$ 500.00	\$ 500.00	\$400.00	\$ 400.00		-\$100.00	-20.00%
Building Maint.	\$ 1,300.00	\$1,241.00	\$ 1,300.00	\$ 1,300.00	\$1,300.00	\$ 1,300.00		\$0.00	0.00%
<b>Total</b>	<b>\$4,450.00</b>	<b>\$4,303.00</b>	<b>\$4,550.00</b>	<b>\$4,550.00</b>	<b>\$4,150.00</b>	<b>\$3,345.00</b>	<b>\$0.00</b>	<b>-\$1,205.00</b>	<b>-26.48%</b>

**2001 FIRE COMMISSION**

New Equipment	\$11,000.00	\$12,759.00	\$11,000.00	\$11,000.00	\$11,000.00	\$11,000.00		\$0.00	0.00%
Equipment Maint	\$20,000.00	\$24,891.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00		\$0.00	0.00%
Vehicle Fuel (new FY 2020-21)	\$2,000.00	\$3,661.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00		\$0.00	0.00%
Electric	\$8,500.00	\$12,207.00	\$12,000.00	\$12,000.00	\$12,000.00	\$13,000.00		\$1,000.00	8.33%
Propane	\$6,500.00	\$4,928.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00		\$0.00	0.00%
Hydrants & Water	\$9,000.00	\$9,000.00	\$9,500.00	\$9,500.00	\$9,500.00	\$9,000.00		-\$500.00	-5.26%
Communications	\$5,500.00	\$4,785.00	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00		\$0.00	0.00%
Fire Ponds	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$0.00	0.00%
Building Maint.	\$2,000.00	\$1,380.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00		\$0.00	0.00%
Physical Exams	\$4,000.00	\$2,342.00	\$4,000.00	\$4,000.00	\$4,000.00	\$3,500.00		-\$500.00	-12.50%
Insurance	\$33,000.00	\$29,216.00	\$33,000.00	\$33,000.00	\$33,000.00	\$33,000.00		\$0.00	0.00%
Mileage	\$500.00	\$0.00	\$500.00	\$500.00	\$500.00	\$500.00		\$0.00	0.00%
Training	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00		\$0.00	0.00%
Technology (New FY 23-24)			\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00		\$0.00	0.00%
<b>Total</b>	<b>\$105,000.00</b>	<b>\$105,169.00</b>	<b>\$112,500.00</b>	<b>\$112,500.00</b>	<b>\$112,500.00</b>	<b>\$112,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>

**3001 Dept of Public Works**

Wages	\$242,925.00	\$242,581.00	\$255,986.00	\$255,986.00	\$255,986.00	\$265,000.00		\$9,014.00	3.52%
Overtime	\$21,855.00	\$13,003.00	\$23,033.00	\$23,033.00	\$23,033.00	\$23,840.00		\$807.00	3.50%
Misc. New Equipment	\$4,000.00	\$694.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00		\$0.00	0.00%
Truck Repairs/Parts	\$35,000.00	\$23,565.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00		\$0.00	0.00%
Fuel, Oil & Lube	\$22,400.00	\$15,329.00	\$22,400.00	\$22,400.00	\$22,400.00	\$22,400.00		\$0.00	0.00%
Oiling & Sealing	\$53,000.00	\$52,805.00	\$53,000.00	\$53,000.00	\$53,000.00	\$53,000.00		\$0.00	0.00%
Bituminous Materials	\$5,000.00	\$1,175.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00		\$0.00	0.00%
Deicing	\$42,000.00	\$25,367.00	\$42,000.00	\$42,000.00	\$30,000.00	\$42,000.00		\$0.00	0.00%



Bridge/Culvert Repairs – to be used for minor repairs to bridges and culverts  
Paving/Capital Improvements – cost to pave approx 1 mile of road  
Road Maint/Construction/Drainage – to be used for misc maintenance to roads  
Equipment Rental – to be used for equipment breakdowns  
Sub-contracting – General – if needed  
Sidewalk Maintenance – (New FY 2019-20) – maintain sidewalks  
Tree Removal – to be used for tree work along the side of town roads

**#3002 Town Garage**

Telephone –telephone and Comcast internet  
Electric – based on average usage & loan payments for up-grade  
Fuel Oil - 1500 gallons @ \$2.97 per gallon + surcharges (rate locked in as of 2/15/2024)  
Water – average usage  
Building Maint – alarm tests & monitoring, routine building maintenance  
Environmental Issues – storm water testing – state requires min of 2 tests per year  
Shop Supplies – misc tools  
Office Supplies – misc office & first aid supplies  
Continued Education – seminars, training  
Uniforms – uniforms, boots, jackets, vests

**#4001 Recreation Commission**

Salaries – life guards & new pool supervisor(s) (Soc. Sec liability included in #1016)  
Rec Director – annual director salary, (Soc. Sec liability included in #1016)  
Creative Kidz Club – payroll, (Soc. Sec liability included in #1016)  
Chemicals/Supplies – for pool  
Equipment/Supplies – for recreation area (balls, pool toys, life preservers, kick boards, etc)  
Telephone – phone at pool area  
Special Programs – Easter, Christmas, Cultural programs  
FVRC Programs (Summer Program) –supplies for Creative Kidz Club & other programs  
Winter Programs – currently used for ski club program & other winter activities  
Electric – pool pump and building  
Maintenance & Repairs – to building, pool area,  
Ground Maintenance – mowing at Page Rd property  
Canaan Youth Basketball – annual request  
Canaan Little League & Soccer Program – annual request  
Student Scholarships – not used

	2022 - 23 Approved <u>Budget</u>	2022-23 Budget Act. Audited	2023-24 Approved <u>Budget</u>	2023-24 Amended <u>Budget</u>	2023 - 24 Estimate of <u>Expenditures</u>	2024-25 Proposed <u>Expenditures</u>	Board of Finance <u>Recommend.</u>	Proposed Increase/ <u>Decrease</u>	%
Bridge/Culvert Repair	\$3,000.00	\$3,083.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00		\$0.00	0.00%
Paving/Capital Improvement	\$100,000.00	\$249,640.00	\$100,000.00	\$100,000.00	\$100,016.00	\$100,000.00		\$0.00	0.00%
Road Maint/Construct/Drainage	\$9,000.00	\$5,396.00	\$9,000.00	\$9,000.00	\$9,000.00	\$9,000.00		\$0.00	0.00%
Equipment Rental	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$0.00	0.00%
Sub-Contracting - General	\$3,000.00	\$0.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00		\$0.00	0.00%
Sidewalk Maint (new FY 2019-20)	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$0.00	0.00%
Tree Removal	\$6,000.00	\$9,320.00	\$8,000.00	\$8,000.00	\$8,000.00	\$9,000.00		\$1,000.00	12.50%
<b>Total</b>	<b>\$549,180.00</b>	<b>\$641,958.00</b>	<b>\$565,419.00</b>	<b>\$565,419.00</b>	<b>\$553,435.00</b>	<b>\$576,240.00</b>	<b>\$0.00</b>	<b>\$10,821.00</b>	<b>1.91%</b>
<b>3002 TOWN GARAGE</b>									
Telephone	\$1,475.00	\$1,631.00	\$1,600.00	\$1,600.00	\$1,600.00	\$1,800.00		\$200.00	12.50%
Electric	\$4,500.00	\$3,327.00	\$4,500.00	\$4,500.00	\$4,000.00	\$4,500.00		\$0.00	0.00%
Fuel Oil	\$4,500.00	\$6,447.00	\$4,650.00	\$4,650.00	\$4,650.00	\$4,470.00		-\$180.00	-3.87%
Water	\$500.00	\$519.00	\$600.00	\$600.00	\$500.00	\$600.00		\$0.00	0.00%
Building Maint.	\$4,500.00	\$3,582.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00		\$0.00	0.00%
Environmental Issues	\$1,700.00	\$1,000.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00		\$0.00	0.00%
Shop Supplies	\$4,000.00	\$2,394.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00		\$0.00	0.00%
Office Supplies	\$500.00	\$95.00	\$500.00	\$500.00	\$500.00	\$500.00		\$0.00	0.00%
Continued Education	\$500.00	\$0.00	\$500.00	\$500.00	\$500.00	\$1,000.00		\$500.00	100.00%
Uniforms	\$5,400.00	\$4,845.00	\$5,400.00	\$5,400.00	\$5,400.00	\$5,400.00		\$0.00	0.00%
<b>Total</b>	<b>\$27,575.00</b>	<b>\$23,840.00</b>	<b>\$27,950.00</b>	<b>\$27,950.00</b>	<b>\$27,350.00</b>	<b>\$28,470.00</b>	<b>\$0.00</b>	<b>\$520.00</b>	<b>1.86%</b>
<b>4001 RECREATION COMMISSION</b>									
Salaries	\$32,000.00	\$46,408.00	\$41,000.00	\$41,000.00	\$48,000.00	\$50,000.00		\$9,000.00	21.95%
Rec Director	\$11,226.00	\$11,226.00	\$11,675.00	\$11,675.00	\$11,675.00	\$12,084.00		\$409.00	3.50%
Creative Kidz Club (payroll)	\$8,100.00	\$7,449.00	\$8,100.00	\$8,100.00	\$4,600.00	\$7,000.00		-\$1,100.00	-13.58%
Secretary (new FY 20-21)	\$1,020.00	\$960.00	\$1,020.00	\$1,020.00	\$1,020.00	\$1,020.00		\$0.00	0.00%
Chemicals/Supplies	\$6,000.00	\$10,680.00	\$7,500.00	\$7,500.00	\$10,000.00	\$10,000.00		\$2,500.00	33.33%
Equipment/Supplies	\$1,000.00	\$2,251.00	\$2,500.00	\$2,500.00	\$2,500.00	\$4,000.00		\$1,500.00	60.00%
Telephone	\$525.00	\$669.00	\$650.00	\$650.00	\$700.00	\$700.00		\$50.00	7.69%
Special Programs	\$1,000.00	\$956.00	\$2,200.00	\$2,200.00	\$2,200.00	\$2,000.00		-\$200.00	-9.09%
FVRC Programs (Summer Program)	\$2,000.00	\$1,863.00	\$2,000.00	\$2,000.00	\$600.00	\$2,600.00		\$600.00	30.00%
Winter Programs	\$500.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$3,000.00		\$2,000.00	200.00%
Electric - Pool Pump	\$3,700.00	\$3,866.00	\$4,600.00	\$4,600.00	\$5,200.00	\$5,500.00		\$900.00	19.57%
Maint & Repairs	\$2,000.00	\$2,264.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,500.00		\$500.00	25.00%
Ground Maintenance	\$1,200.00	\$1,291.00	\$1,400.00	\$1,400.00	\$1,500.00	\$3,500.00		\$2,100.00	150.00%
Canaan Youth Basketball	\$500.00	\$0.00	\$250.00	\$250.00	\$0.00	\$250.00		\$0.00	0.00%
Canaan Little League & Soccer	\$500.00	\$0.00	\$250.00	\$250.00	\$0.00	\$250.00		\$0.00	0.00%
Student Scholarships	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%

Insurance – workmen’s compensation

**#6001 Waste Management**

Landfill Attendant – 3.5% salary increase – based on annual performance review (CPI increase 3.8%, & COLA 3.2%)

Asst. Attendant – 3.5% salary increase - based on annual performance review, also includes Dept of Public Works employees when needed (Based on CPI increase 3.8%, & COLA 3.2%)

TS Operations Co-Coordinator – 5.5% salary increase - recommended by Board of Selectmen (Based on CPI increase 3.8%, & COLA 3.2%)

Telephone – one line to transfer station

Electric –average usage

Well testing – quarterly testing consisting of analysis of results and reporting results to State of CT

Recycling Solid Waste – costs for disposing of freon, tires, TVs, computers

Disposal Charge – MIRA charge to take our municipal solid waste –increased to \$116 per ton

Bulky Waste Charge – (New FY 2015-16) – charge to take municipal bulky waste

Transportation – hauling of dumpster of MSW and recycables to receiving points

Port A Pot – 12 mos. Service

Hazardous Waste Disposal – average cost for 2 Hazardous Waste days

Supplies – misc. office supplies, gloves for attendants

Repairs & Fuel – maintenance to building, fencing & fuel for equipment & maintenance to equipment

Equipment Rental – (New FY 20-21) – rental of two containers – metal container & compactor container

Permits – annual permit fee

Contingencies – stickers and mailing of notices

Environmental Issues – storm water testing – state requires min of 2 tests per year

Food Scrape Collection – (New FY 23-24) – new program to help reduce transport & tipping fees

**#1025 Debt Service Interest**

Emergency Service Center –semi-annual payments (final payment 7/2034) – rate reduction effective 4/1/2021

Capital Projects – 2015 – interest payments for loan (loan for Amesville Bridge & Kellogg Roof projects-final payment 8/2035)

Rate reduction effective 4/1/2021

**1026 Debt Service Principal**

Emergency Services Center – annual payment (final payment 7/2034)

Capital Projects -2015 – principal payment for loan (loan for Amesville Bridge & Kellogg Roof projects-final payment 8/2035)

	2022 - 23 Approved <u>Budget</u>	2022-23 Budget <u>Act. Audited</u>	2023-24 Approved <u>Budget</u>	2023-24 Amended <u>Budget</u>	2023 - 24 Estimate of <u>Expenditures</u>	2024-25 Proposed <u>Expenditures</u>	Board of Finance <u>Recommend.</u>	Proposed Increase/ Decrease	%
Insurance	\$1,000.00	\$965.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$0.00	0.00%
<b>Total</b>	<b>\$72,271.00</b>	<b>\$90,848.00</b>	<b>\$87,145.00</b>	<b>\$87,145.00</b>	<b>\$90,995.00</b>	<b>\$105,404.00</b>	<b>\$0.00</b>	<b>\$18,259.00</b>	<b>20.95%</b>
<b>6001 WASTE MANAGEMENT</b>									
Landfill Attendant	\$19,416.00	\$19,336.00	\$20,486.00	\$20,486.00	\$20,486.00	\$21,204.00		\$718.00	3.50%
Ass't Attendants	\$6,761.00	\$6,441.00	\$7,132.00	\$7,132.00	\$5,320.00	\$7,132.00		\$0.00	0.00%
TS Operations Co-Ordinator	\$7,343.00	\$7,343.00	\$7,747.00	\$7,747.00	\$7,747.00	\$8,018.00		\$271.00	3.50%
Telephone	\$500.00	\$566.00	\$630.00	\$630.00	\$630.00	\$630.00		\$0.00	0.00%
Electric	\$1,600.00	\$1,812.00	\$1,852.00	\$1,852.00	\$1,852.00	\$1,852.00		\$0.00	0.00%
Well Testing	\$4,500.00	\$2,668.00	\$4,500.00	\$4,500.00	\$3,000.00	\$4,500.00		\$0.00	0.00%
Recycling Solid Waste	\$1,200.00	\$1,007.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00		\$0.00	0.00%
Disposal Charge/Tipping	\$54,390.00	\$54,620.00	\$54,520.00	\$54,520.00	\$54,520.00	\$54,520.00		\$0.00	0.00%
Bulky Waste Charge/tipping	\$1,425.00	\$0.00	\$1,425.00	\$1,425.00	\$1,425.00	\$1,425.00		\$0.00	0.00%
Transport	\$44,813.00	\$40,368.00	\$45,498.00	\$45,498.00	\$45,498.00	\$47,772.90		\$2,274.90	5.00%
Port A Pot	\$1,375.00	\$1,333.00	\$1,375.00	\$1,375.00	\$1,375.00	\$1,375.00		\$0.00	0.00%
Hazard. Waste Disposal	\$1,200.00	\$1,439.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00		\$0.00	0.00%
Supplies	\$800.00	\$1,182.00	\$800.00	\$800.00	\$800.00	\$800.00		\$0.00	0.00%
Repairs & Fuel	\$5,200.00	\$4,334.00	\$5,200.00	\$5,200.00	\$5,200.00	\$5,200.00		\$0.00	0.00%
Equipment Rental (New FY 20-21)	\$3,295.00	\$3,229.00	\$3,295.00	\$3,295.00	\$3,295.00	\$3,925.00		\$630.00	19.12%
Permits	\$2,275.00	\$2,275.00	\$2,275.00	\$2,275.00	\$2,275.00	\$2,275.00		\$0.00	0.00%
Contingency	\$500.00	\$2,671.00	\$500.00	\$500.00	\$500.00	\$500.00		\$0.00	0.00%
Environmental Issues	\$1,500.00	\$11.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00		\$0.00	0.00%
Food Scrap Collection Pilot(new FY 24)			\$9,280.00	\$9,280.00	\$9,280.00	\$0.00		-\$9,280.00	-100.00%
<b>Total</b>	<b>\$158,093.00</b>	<b>\$150,635.00</b>	<b>\$173,715.00</b>	<b>\$173,715.00</b>	<b>\$170,403.00</b>	<b>\$168,328.90</b>	<b>\$0.00</b>	<b>-\$5,386.10</b>	<b>-3.10%</b>
<b>Total Municipal Budget</b>	<b>\$1,963,765.00</b>	<b>\$2,039,098.00</b>	<b>\$2,077,424.00</b>	<b>\$2,099,924.00</b>	<b>\$2,051,975.00</b>	<b>\$2,204,397.14</b>	<b>\$0.00</b>	<b>\$126,973.14</b>	<b>6.11%</b>
<b>Debt Service Payments:</b>									
<b>1025 DEBT SERVICE INTEREST</b>									
Emergency Services Center	\$34,175.00	\$34,738.00	\$31,415.00	\$31,415.00	\$33,186.71	\$31,500.00		\$85.00	0.27%
Capital Projects - 2015	\$6,804.00	\$6,968.00	\$6,350.00	\$6,350.00	\$3,959.76	\$3,885.00		-\$2,465.00	-38.82%
<b>Total</b>	<b>\$40,979.00</b>	<b>\$41,706.00</b>	<b>\$37,765.00</b>	<b>\$37,765.00</b>	<b>\$37,146.47</b>	<b>\$35,385.00</b>	<b>\$0.00</b>	<b>-\$2,380.00</b>	<b>-6.30%</b>
<b>1026 DEBT SERVICE PRIN.</b>									
Emergency Services Center	\$115,000.00	\$115,000.00	\$115,000.00	\$115,000.00	\$115,000.00	\$115,000.00		\$0.00	0.00%
Capital Projects - 2015	\$17,500.00	\$17,500.00	\$17,500.00	\$17,500.00	\$17,500.00	\$17,500.00		\$0.00	0.00%
<b>Total</b>	<b>\$132,500.00</b>	<b>\$132,500.00</b>	<b>\$132,500.00</b>	<b>\$132,500.00</b>	<b>\$132,500.00</b>	<b>\$132,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Total Debt Service Payments</b>	<b>\$173,479.00</b>	<b>\$174,206.00</b>	<b>\$170,265.00</b>	<b>\$170,265.00</b>	<b>\$169,646.47</b>	<b>\$167,885.00</b>	<b>\$0.00</b>	<b>-\$2,380.00</b>	<b>-1.40%</b>

**Budget Worksheet - FY 2024 - 25**

	<b>2022 - 23 Approved <u>Budget</u></b>	<b>2022-23 Budget <u>Act. Audited</u></b>	<b>2023-24 Approved <u>Budget</u></b>	<b>2023-24 Amended <u>Budget</u></b>	<b>2023 - 24 Estimate of <u>Expenditures</u></b>	<b>2024-25 Proposed <u>Expenditures</u></b>	<b>Board of Finance <u>Recommend.</u></b>	<b>Proposed Increase/ <u>Decrease</u></b>	<b><u>%</u></b>
<b>Total Government Budget</b>	\$2,137,244.00	\$2,213,304.00	\$2,247,689.00	\$2,270,189.00	\$2,221,621.47	\$2,372,282.14	\$0.00	\$124,593.14	5.54%