TOWN OF WATERFORD
GENERAL FUND
2022-2023 PROPOSED BUDGET

DEPT/AGENCY: 10111 BUILDING MAINTENANCE

| LINE ITEM | DESCRIPTION | 2020/2021 ACTUAL EXPENDED | 2021/2022 RTM APPROP. | 2021/2022 ADDITIONAL/ TRANSFERS | ACTUAL EXPEND & ENCUMB AS OF 1/1/22 | 2022/2023 DEPT/ AGENCY REQUEST | Department Request $ Increase | Department Request % Increase |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | | |
| PERSONNEL COSTS | | | | | | | | |
| 51140 | FACILITIES COORDINATOR | 52,927 | 76,500 | | 36,346 | 76,500 | 0 | 0.00% |
| 51810 | OVERTIME | 0 | 0 | | 0 | | 0 | 0.00% |
| 51910 | FRINGE BENEFITS | 0 | 75 | | 63 | 75 | 0 | 0.00% |
| 51920 | F.I.C.A | 4,014 | 5,858 | | 2,719 | 5,858 | 0 | 0.00% |
| | SUBTOTAL | 56,941 | 82,433 | 0 | 39,128 | 82,433 | 0 | 0.00% |
| | | | | | | | | |
| SERVICES | | | | | | | | |
| 52010 | ADVERTISING | 24 | 1,020 | | 387 | 0 | (1,020) | -100.00% |
| 52040 | SERVICE CONT. & REPAIRS | 57,821 | 171,360 | (1,500) | 111,231 | 195,178 | 23,818 | 13.90% |
| 52090 | FUEL OIL/NATURAL GAS | 5,848 | 129,061 | | 30,250 | 130,000 | 939 | 0.73% |
| 52100 | ELECTRICITY | 64,968 | 343,343 | | 166,342 | 398,278 | 54,935 | 16.00% |
| 52110 | WATER | 1,706 | 12,186 | | 8,893 | 15,725 | 3,539 | 29.04% |
| 52120 | SEWER | 3,369 | 21,175 | | 5,920 | 21,775 | 600 | 2.83% |
| | SUBTOTAL | 133,736 | 678,145 | (1,500) | 323,023 | 760,956 | 82,811 | 12.21% |
| | | | | | | | | |
| MATERIALS & SUPPLIES | | | | | | | | |
| 53020 | OTHER SUPPLIES | 8,432 | 8,000 | | 7,617 | 4,000 | (4,000) | -50.00% |
| | SUBTOTAL | 8,432 | 8,000 | 0 | 7,617 | 4,000 | (4,000) | -50.00% |
| | | | | | | | | |
| IMPROVEMENTS | | | | | | | | |
| 55030 | BUILDING IMPROVEMENTS | 27,012 | 9,692 | 1,500 | 10,560 | 5,000 | (4,692) | -48.41% |
| | SUBTOTAL | 27,012 | 9,692 | 1,500 | 10,560 | 5,000 | (4,692) | -48.41% |
| | | | | | | | | |
| DEPARTMENT TOTAL | | 226,121 | 778,270 | 0 | 380,328 | 852,389 | 74,119 | 9.52% |

INTER-OFFICE MEMORANDUM TOWN OF WATERFORD

To: Kim Allen, Finance Director

From: Gary J. Schneider, Director of Public Works

Date: January 20, 2022

Re: Building Maintenance FY23 Budget Memo

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It has been requested that the Department review the Building Maintenance Budget and attempt to lower the budget request to reach a zero dollar increase over the adopted FY 22 budget. This would require an $181,202 decrease in the request submitted to the Finance Director.
The Department will be submitting a revised budget with the following reductions:

52010 Advertising (-$1,050): Recommend only using the Town website for advertising

52030 Professional Fees (-$37,000): Assign the cost of environmental testing of the Municipal Complex to the Bond Issue. There is the requirement to perform this testing for several years, the exact end date is not known. It depends on the test results in the outlaying years.

52040 Service Contracts and Repairs: (-$44,666 total of the following): From the detailed list submitted on page 4, the following changes are:

- Elevators: (-$9,970): Leaving $750 for the State Permitting of 3 elevators. The Department's request for funds to rehab the elevators (if approved by the RTM) should eliminate the calls for repairs during FY 23.
- Fire Extinguisher Repairs ($-1,000): Inspections will be assigned to staff, leaving funds just for the static testing and recharge of units.
- Maintenance/Repairs ($-15,696) Although this is a projection, the Department is still working through years of maintenance neglect.
- Custodial Services: ($-10,000). The original number requested was from the current bid pricing. Will negotiate a reduction is services
- HVAC Preventative Maintenance ($-11,000). Assumed reduction.
- Bottled Water (-$2,000) Public water is provided to each building. Departments through their budgets can pay for the bottled water.
- Overhead Door: (-$5,000). Assumed reduction.

52100 Electricity: ($0) This line item should not be reduced. The requested number is based on what the bills are showing us for FY 22 and just multiplied by the 16% rate increase negotiated by Purchasing. (To negate the $54,935 increase, that equates to the power consumed by the Police Department or the Community Center for one year).

52110 Water (-$3,000) Assumed reduction.

53020 Other Supplies (-$4,000) Assumed reduction

55030 Building Improvements (-$5,000): Assumed reduction

All of these result in a reduction of $104,716. Without the 16% increase in electricity, this budget would approach $0

BUDGET FUNCTION

# Building Maintenance
# FISCAL YEAR 2023 BUDGET

Town of Waterford

## Opening Statement

With emphasis on public and employee safety, excellent customer service and efficiency, this Department provides maintenance, repairs, after-hour emergency support, building automation, utility management and custodial services to our buildings and structures allowing employees, residents and the general public access to clean and safe public buildings. It assists Town Departments, managing their facility matters and assisting in capital budget development, all of which ensures that the facilities are available for their programs.

Working with a customer first attitude, staff work every day not to simply manage the routine functions of the department, but to make it one of the best in the region.

# BUDGET FUNCTION

Building Maintenance is more than repair what doesn't work. It is management of utilities, space utilization, renovations and replacements. It requires the understanding of how the mechanical components interaction with each other. It is really Facility Management.

The goal of Facility Management is to provide a building that is inviting, providing a sense of welcome and arrival at the entrance. It must have a community orientation. Customers must feel comfortable using the services at the facility. The space also needs to be flexible so staff can focus on their current and future missions and not be concerned about the limitations of the bricks and mortar that they work out of.

The vision for this Department is to be proactive, not reactive. This will take several years due to the backlog of maintenance and repairs, lack of dedicated staff to the facilities effort and lack of capturing data.

Components of a well-managed facilities program encompasses:

- Preventative Maintenance Schedules
- Repair Protocols
- Space Needs Programming
- Energy Audits
- Facility Inspections
- Alarm Testing
- Inventory Control (Asset Tracking)
- Custodial Methods
- Life Safety Systems
- Security Systems
- ADA (Barrier Free Buildings)
- Environmental Permit Compliance
- Indoor Air Quality
- Building Code Compliance
- Capital Projects (New and Renovations)

The following facilities are assigned to this Department:

- Town Hall
- Library
- Emergency Operations Center
- Community Center
- Youth & Family Services
- Police
- Municipal Complex (including all buildings on the property)
- Jordan Park House
- Nevins Cottage
- Eugene O'Neill Theater (assistance as needed)
- Southwest & Cohanzie Schools (abandoned properties)

The budget presented is primarily an operations (fixed costs) budget. The Department is obliged to pay utility bills (water, sewer, electricity, heating (oil and natural gas), comply with environmental permits, perform life safety inspections (sprinklers and fire alarms), manage intrusion alarms and contract for custodial services for 250,000 square feet of municipal space. Funding for new construction, major replacements of equipment or renovations to the existing space are found in the Capital Improvement Program.

Unlike last year's budget where costs were extracted from numerous department budget requests, the budget for FY 23 was built on solid but limited data. Using the first quarter of FY 22's budget, we projected to the end of the current fiscal year the expenditure requests. Using this as the base, we applied known or projected rate increases which produced the FY 23 budget request.

The Department is unable to provide a 5 year look back for this budget. Facilities expenses may have been combined with other expenses in each department's budget requests in the past. Any attempt to separate out these costs would be labor intensive and questionable to its accuracy. We will build that data base ensuring proper accounting in each area.

Staffing: Under the direction of the Public Works Director, a Facilities Maintenance Coordinator manages the Facilities. This is the only person assigned to this Department. Comparison in this area from the current year to the proposed must take into account that the current employee was hired well into the fiscal year, the position was open for several months after the previous employee left this position to go back to being an Assistant Building Official. The salary is determined by the Bargaining Union contract.

Facilities uses the time from the Public Works Office Coordinator for support staff.

Facilities is responsible for the utilities (Water, sewer, heating oil, natural gas and electricity) consumed at the buildings listed as well as the 5 Fire Stations.

Electricity: The Finance Department has entered into a 5 year fixed price for the purchase of electricity. Our current rate was $.0781/kwh. The new rate is $.0919/kwh, a 16% increase. This is for generation only. Transmission rate (Eversource) will be set in early of 2022, so any impact to the budget is unknown. Facilities is responsible for 40 accounts to include those of the Fire Stations and Police radio sites (5).

Water: We have 22 accounts that we manage. We have not budgeted any rate increases. Veolia will review rates in early 2022.

Sewer: We have 14 accounts that we manage. We have not budgeted rate increases.

Heating Oil/Natural Gas: Currently we have 10 buildings that receive heating oil. We have 5 locations with Natural Gas.

Solid Waste/Recyclables: The Public Works Department provides the containers and collection services and disposal costs. These costs are included in the Public Works Budget.

Service Contracts: This has been a major focus for the last fiscal year. Consolidation of these contracts allows us to ensure the preventative maintenance tasks are performed at all the facilities that they adhere to the Town's purchasing requirements and we can monitor the performance of the vendor.

Life Safety Inspections: For those buildings with sprinklers and/or fire alarms, quarterly inspections are required to keep the Town in compliance with the Fire Code. From these inspections, items are identified to be tested or components repaired.

# 5100 SERIES

| | | |
|---|---|---|
| 10111-51140 – Municipal Facilities Manager | | $76,500 |
| 10111-51910 – Fringe Benefits | | $ 75 |
| 10111-51920 – FICA | | $ 5,858 |
| | Total | $82,433 |

**FY23 Request $82,433**

**TOWN OF WATERFORD**
**PERSONNEL WORKSHEET - BUILDING MAINTENANCE**
**2022-2023 FISCAL YEAR**

| DATE OF HIRE | POSITION | HOURS WORKED/ WEEK | HOURL Y RATE | SALARY 2021/2022 | SALARY 2022/2023 | LONGEVITY | TOTAL EMPLOYEE SALARY | LINE 51920 PAYROLL TAXES (F.IC.A) |
|---|---|---|---|---|---|---|---|---|
| 3/15/2021 | Facilities Manager | **35** | 36.78 | 52,927 | 76,500 | 0 | 76,500 | 5,852 |
| | | | | | | | 0 | 0 |
| | | | | | | | 0 | 0 |
| | | | | | | | | |
| **51810 - OVERTIME** | | | | | | | **0.00** | **0.00** |
| **51910 - FRINGE BENEFITS** | | | | | | | 75.00 | 6 |
| | | | | | | | | |
| **TOTALS - DEPARTMENT** | | | | | | | **76,575.00** | **5,858.00** |
| | | | | | | | | |

| WORKDAY S 2022/2023 | WEEKS TO BUDGET |
|---|---|
| **261** | **52.2** |

| POSITION | CLOTHING ALLOWANCE | HRA FUNDING | LINE 51910 TOTAL FRINGE BENEFIT S | LINE 51920 PAYROLL TAXES (F.IC.A) |
|---|---|---|---|---|
| Facilities Manager | 75.00 | | 75.00 | 5.74 |
| | | | 0.00 | 0.00 |
| **TOTAL - FRINGE BENEFITS** | **75.00** | **0.00** | **75.00** | **5.74** |
| | | | | **SEE NOTE** |

**NOTE**
This amount should be added to the amount of FICA calculated on your salary worksheet

# 5200 SERIES

## 10111-52040 – Service Contracts and Repairs

The primary method to minimize repairs are annual service contracts. Contracts include services for HVAC maintenance, pest control, boiler and fire system inspections and generator maintenance.

Custodial services provided to Town Hall, Public Works/Utilities, Youth & Family Services and the Public Safety Building are included in the Building Maintenance Budget. The Library, Community Center and the Police Station have provided these services in their budgets. Custodial services are the bulk of the costs associated with this line ($72,000). The cost of custodial services is offset by a funding agreement between the Town and Board of Education. The funding for the custodial services at Town Hall, is by a transfer from the BOE and is not included in the budget request. These funds are provided from the BOE in an annual transfer.

The Facilities Manager's responsibilities include being on-call to address building emergencies that occur outside of regular business hours. The position also requires significant time in the field. A mobile phone is a critical tool to maintain efficiency when working at locations throughout Town.

The following are charges included in this line item:

| | | |
|---|---|---|
| • | Pest Control | $ 10,000 |
| • | Maintenance/Repair | $ 93,000 |
| • | Fire Extinguisher Inspections | $ 1,000 |
| • | Fire Alarm Testing | $ 5,500 |
| • | Sprinkler Maintenance | $ 1,928 |
| • | Elevators | $ 750 |
| • | Generator | $ 1,000 |
| • | Custodial Services | $ 72,000 |
| | Total | $ 185,178 |

**FY23 Request** **$185,178**

# 10111-52090 Heating Oil / Natural Gas

This line item is for fuel to heat the town's facilities. The fuel is either natural gas or heating oil. The Municipal Complex has transitioned from heating oil to natural gas, but there hasn't been a full year to gauge the usage for this building. Facilities that currently use natural gas are the Municipal Complex, Town Hall and the Community Center. Planned for the future is to add gas to the Police Station, Public Safety and Library.

**FY23 Request** **$130,000**

| FY22 / GAS | Natural Gas | ACCOUNT # | JULY | AUGUST | SEPTEMBER | OCTOBER | NOVEMBER |
|---|---|---|---|---|---|---|---|
| 15 | Rope Ferry Road | 57952938033 | $ 137.79 | $ 135.15 | $ 137.89 | $ 159.04 | $ 270.77 |
| 1000 | Hartford Turnpike | 57741019087 | $ 953.30 | $ 914.85 | $ 1,020.49 | $ 1,239.32 | |
| 1000 | Hartford Turnpike | 57737500033 | $ 169.72 | $ 169.99 | $ 209.69 | $ 269.91 | |
| 24 | Rope Ferry Road | 57901760033 | $ 416.29 | $ 416.29 | $ 529.52 | $ 859.10 | |
| 24 | Rope Ferry Road | 57010700052 | $ 151.65 | $ 150.78 | $ 153.40 | $ 168.28 | |
| | | | **$ 1,828.75** | **$ 1,787.06** | **$ 2,050.99** | **$ 2,695.65** | **$ 270.77** |

| OIL/gallons | Heating Oil | ACCOUNT # | JULY | AUGUST | SEPTEMBER | OCTOBER | NOVEMBER |
|---|---|---|---|---|---|---|---|
| | Dispatch Center | | | 2531.9 | 2436.6 | | |
| | Jordan Fire | | | | | | 135.4 |
| | Quaker Hill Fire -1 | | | | | 300 | 150.1 |
| | Quaker Hill Fire - 2 | | | | | 2 | 2.2 |
| | Quaker Hill Fire - 3 | | | | | 121.9 | |
| | Goshen Fire | | | | | 240 | 65.2 |
| | Oswegatchie Fire | | | | | 1125 | 330 |
| | Library | | | | | | 250 |
| | Jordan Park House | | | | | | 165.6 |

# 10111-52100 Electricity

The Town purchases electricity through the Connecticut Conference of Municipalities (CCM) Purchasing Program. This program is designed to assist Towns in selecting the best available rates and contract terms for purchasing electricity. The kilowatt hour rate includes the CCM program participation fee. Electricity charges also include a generation fee from Constellation. The proposed budget for electricity in FY23 is based on the average paid so far in FY22 by this Department.

**FY23 Request** **$398,278**

| FY 22 | ELECTRIC | ACCOUNT # | JULY | AUGUST | SEPTEMBER | OCTOBER | NOVEMBER |
|---|---|---|---|---|---|---|---|
| 41 | Avery Lane | 51735403099 | $ 5,649.37 | $ 5,375.47 | $ 5,347.76 | $ 4,920.55 | $ 4,701.52 |
| | Avery Lane | 51438652091 | $ 1.61 | $ - | $ 2.17 | | |
| 204 | Boston Post Road | 51345652085 | $ 1,431.89 | $ 1,365.03 | $ 1,356.25 | $ 1,414.71 | |
| | Boston Post Road | 51788882082 | $ 43.40 | $ 21.60 | | | |
| | Boston Post Road | 51302752019 | $ 45.30 | $ - | $ 51.28 | | |
| 200R | Boston Post Road | 51108652033 | $ 174.96 | $ 158.61 | $ 88.91 | $ 81.52 | |
| 200 | Boston Post Road | 51364952028 | $ 248.78 | $ 377.80 | $ 273.84 | | |
| 200 | Boston Post Road | 51947952073 | $ 45.40 | $ 45.31 | $ 46.87 | $ 47.85 | |
| 441 | Boston Post Road | 51588882084 | $ 1,087.19 | $ 1,215.50 | $ 1,118.28 | $ 1,074.21 | |
| 204 | Boston Post Road | 51493062004 | $ 1,232.46 | $ 1,111.36 | $ 971.53 | $ 767.38 | |
| 204 | Boston Post Road | 51345652085 | | | | | $ 1,306.58 |
| 200 | Boston Post Road | 51202603000 | | $ | $ 965.96 | $ 916.73 | |
| 51 | Daniels Ave | 51067819029 | $ 27.01 | $ 13.49 | | | |
| 51 | Daniels Ave | 51602094070 | $ 281.14 | $ 258.37 | $ 250.27 | $ 228.77 | |
| 51 | Daniels Ave | 51748029063 | $ 844.73 | $ 269.02 | $ 461.92 | $ 409.73 | |
| 53 | Dayton Road | 51841915044 | $ 345.56 | $ 361.29 | $ 363.38 | $ 292.61 | $ 255.57 |
| 53 | Dayton Road | 51095836011 | $ 988.27 | $ 953.36 | $ 1,017.08 | $ 902.50 | $ 705.59 |
| 51 | Dayton Road | 51739034072 | $ 49.33 | $ 48.94 | $ 45.38 | $ 45.52 | |
| 36 | Fargo Road | 51748074077 | $ 367.16 | $ 376.77 | $ 367.68 | $ 328.69 | $ 332.51 |
| 63 | Goshen Road | 51302136023 | $ 639.90 | $ 682.08 | $ 739.31 | $ 590.83 | |
| 305 | Great Neck Road | 51970062006 | $ 66.02 | $ 69.31 | | | |
| 1000 | Hartford Turnpike | 51992298059 | $ 4,349.80 | $ 4,748.51 | $ 4,885.84 | $ 3,930.81 | $ 3,510.39 |
| 1000 | Hartford Turnpike | 51268828076 | $ 51.39 | $ 51.76 | $ 53.23 | $ 51.41 | $ 95.97 |
| 1000 | Hartford Turnpike | 51550057004 | $ 49.33 | $ 49.70 | $ 50.15 | $ 50.20 | $ 50.94 |
| 377.5 | Mago Point Way | 51376503041 | $ 60.38 | | $ - | $ 60.04 | |
| 85 | Miner Lane | 51942115072 | $ 255.44 | $ 232.69 | $ 237.23 | $ 229.60 | $ 218.69 |
| 85 | Miner Lane | 51833528011 | $ 44.09 | $ 44.00 | $ 44.00 | $ 44.00 | |
| | Niantic River Road | 51477003016 | $ 16.73 | $ 16.71 | | | |
| | Oil Mill Road | 51069782019 | $ 32.94 | $ 32.90 | $ 32.65 | $ 33.17 | |
| 17 | Old Colchester Road | 51387852056 | $ 861.50 | $ 686.06 | $ 951.86 | $ 650.03 | $ 611.88 |
| 15 | Rope Ferry Road | 51719852014 | $ 4,543.89 | $ 4,445.52 | $ 4,746.76 | $ 3,677.39 | |
| 49 | Rope Ferry Road | 51607852027 | $ 3,206.83 | $ 3,260.59 | $ 3,355.29 | $ 2,736.43 | |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| 89 | Rope Ferry Road | 51074936006 | $ 1,046.89 | $ 997.48 | $ 1,133.81 | $ 869.60 | |
| 72 | Rope Ferry Road | 51635752058 | $ 14.28 | $ 14.28 | $ 14.17 | $ 14.38 | |
| 69 | Rope Ferry Road | 51100952076 | $ 49.10 | $ 50.77 | $ 45.10 | | |
| 24 | Rope Ferry Road | 51472034065 | $ 5,484.70 | $ 6,611.28 | $ 4,710.86 | $ 2,765.92 | |
| 55 | Rope Ferry Road | 51226676096 | $ 10.23 | $ 10.01 | $ 9.83 | | |
| 35 | South Bartlett | 51701144032 | $ 356.93 | $ 309.82 | $ 311.28 | $ 245.42 | $ 231.23 |
| 26 | Sunshine Road | 51072652076 | $ 85.39 | $ 75.95 | $ 140.25 | $ 70.44 | $ 72.10 |
| 739 | Vauxhall St Ext | 51355552019 | $ 49.24 | $ 48.10 | $ 47.90 | $ 49.34 | |
| | | | **$ 34,138.56** | **$ 34,389.44** | **$ 34,238.08** | **$ 27,498.78** | **$ 11,789.64** |

# 10111-52110 Water

They bill the accounts quarterly. **FY23 Request** **$15,725**

| FY22 Water | Address | ACCOUNT # | JULY | AUGUST | SEPTEMBER | OCTOBER | NOVEMBE |
|---|---|---|---|---|---|---|---|
| 15 | Rope Ferry Road | 9625-021282 | | $ 355.11 | | | $ 388. |
| 55 B | Rope Ferry Road | 9625-021304 | | $ 17.21 | | | $ 48. |
| 24 | Rope Ferry Road | 9625-027354 | | $ 327.45 | | | $ 347. |
| 49 | Rope Ferry Road | 019993-021298 | | $ 229.94 | | | $ 227. |
| 41 | Avery Lane | 0665-008898 | | $ 244.47 | | | $ 244. |
| 63 | Goshen Road | 08653-014028 | | $ 69.47 | | | $ 93. |
| 24 | Rope Ferry Road | 5773-027352 | | $ 1,217.30 | | | |
| 200 | Boston Post Road | 2639-010272 | | $ 85.94 | | | |
| 204 | Boston Post Road | 002647-010280 | | $ 329.86 | | | $ 330. |
| 89 | Rope Ferry Road | 020013-021316 | | $ 203.03 | | | $ 207. |
| 55 | Rope Ferry Road | 00645-021302 | | $ 14.80 | | | |
| 0 | Rope Ferry Road | 000645-028397 | | $ 18.24 | | | |
| 0 | Avery Lane | 000645-008878 | | $ 14.80 | | | |
| 176 | Boston Post Road | 000645-010256 | | $ 74.11 | | | |
| 15R | Rope Ferry Road | 000645-021284 | | $ 75.11 | | | |
| 41R | Avery Lane | 00671-008900 | | $ 134.69 | | | |
| 53 | Dayton Road | 005921-012396 | | | $ 126.92 | | |
| 0 | Hartford Road | 009553-014696 | | | $ 398.72 | | |
| 1000 | Hartford Road | 009625-014768 | | | $ 195.30 | | |
| 441 | Boston Post Road | 002771-010404 | | | $ 346.45 | | |
| 17 | Old Colchester | 016509-018856 | | | | $ 68.44 | |
| 0 | Sunshine Road | 022619-023258 | | | | $ 132.91 | |
| | | | **$ -** | **$ 3,411.53** | **$ 1,067.39** | **$ 201.35** | **$ 1,888.** |

# 10111-52120 Sewer

50% of the sewer user fee is based on water consumption and 50% is a fixed cost related to the meter size. The requested amount is based on historic water consumption.

**FY23 Request** **$21,775**

| FY22 Sewer | Address | ACCOUNT # | JULY | AUGUST | SEPTEMBER | OCTOBER |
|---|---|---|---|---|---|---|
| 204 | Boston Post Road | 06-000074 | | | | $ 522.05 |
| 1 | Palmer Road | 06-0003915 | | | | $ 131.00 |
| 89 | Rope Ferry Road | 06-0000336 | | | | $ 170.50 |
| 441 | Boston Post Road | 06-0004507 | | | | $ 546.20 |
| 24 | Sunshine road | 06-0004486 | | | | $ 90.00 |
| 17 | Old Colchester Road | 06-0004437 | | | | $ 128.50 |
| 53 | Dayton Road | 06-0000600 | | | | $ 343.25 |
| 1000 | Hartford Turnpike | 06-0004724 | | | | $ 1,258.00 |
| 49 | Rope Ferry Road | 06-0000727 | | | | $ 229.00 |
| 24 | Rope Ferry Road | 06-0000757 | | | | $ 518.55 |
| 51 | Daniels Ave | 06-0003191 | | | | $ 283.75 |
| 15 | Rope Ferry Road | 06-0001574 | | | | $ 558.80 |
| 41 | Avery Lane | 06 0004385 | | | | $ 593.80 |
| 57 | Rope Ferry Road | 06-0001292 | | | | $ 45.00 |
| | | | $ - | $ - | $ - | $ 5,418.40 |

# 5300 SERIES

## 10111-53020 – Other Supplies

This line item is used for projects and supplies. Funds are used to pay for supplies related to building maintenance. Supplies regularly needed include electrical, plumbing, paint and lumber. Funds are also used to purchase items including flags, batteries, first-aid kits for offices, keys, and custodial supplies.

**FY23 Request** **$4,000**

# 5500 SERIES

## 10111-55030 – Building Improvements

This line is used to pay for repairs to Town buildings for items that are not covered in preventive maintenance contracts. These funds cover materials for work completed with BOE labor and both materials and work performed by outside contractors hired to complete specialty work. These projects are managed by Building Maintenance.

**FY23 Request** **$5,000**

**TOWN OF WATERFORD**
**GENERAL FUND**
**2022-2023 PROPOSED BUDGET**

**DEPT/AGENCY: 10111 BUILDING MAINTENANCE**

| LINE ITEM | DESCRIPTION | 2020/2021 ACTUAL EXPENDED | 2021/2022 RTM APPROP. | 2022/2023 DEPT/ AGENCY REQUEST | Department Request $ Increase | Department Request % Increaxe |
|---|---|---|---|---|---|---|
| | | | | | | |
| **PERSONNEL COSTS** | | | | | | |
| 51140 | FACILITIES COORDINATOR | 52,927 | 76,500 | 76,500 | 0 | 0.00% |
| 51810 | OVERTIME | 0 | 0 | 0 | 0 | 0.00% |
| 51910 | FRINGE BENEFITS | 0 | 75 | 75 | 0 | 0.00% |
| 51920 | F.I.C.A | 4,014 | 5,858 | 5,858 | 0 | 0.00% |
| | **SUBTOTAL** | **56,941** | **82,433** | **82,433** | **0** | **0.00%** |
| | | | | | | |
| **SERVICES** | | | | | | |
| 52010 | ADVERTISING | 24 | 1,020 | 0 | (1,020) | -100.00% |
| 52040 | SERVICE CONT. & REPAIRS | 57,821 | 171,360 | 195,178 | 23,818 | 13.90% |
| 52090 | FUEL OIL/NATURAL GAS | 5,848 | 129,061 | 130,000 | 939 | 0.73% |
| 52100 | ELECTRICITY | 64,968 | 343,343 | 398,278 | 54,935 | 16.00% |
| 52110 | WATER | 1,706 | 12,186 | 15,725 | 3,539 | 29.04% |
| 52120 | SEWER | 3,369 | 21,175 | 21,775 | 600 | 2.83% |
| | **SUBTOTAL** | **133,736** | **678,145** | **760,956** | **82,811** | **12.21%** |
| | | | | | | |
| **MATERIALS & SUPPLIES** | | | | | | |
| 53020 | OTHER SUPPLIES | 8,432 | 8,000 | 4,000 | (4,000) | -50.00% |
| | **SUBTOTAL** | **8,432** | **8,000** | **4,000** | **(4,000)** | **-50.00%** |
| | | | | | | |
| **IMPROVEMENTS** | | | | | | |
| 55030 | BUILDING IMPROVEMENTS | 27,012 | 9,692 | 5,000 | (4,692) | -48.41% |
| | **SUBTOTAL** | **27,012** | **9,692** | **5,000** | **(4,692)** | **-48.41%** |
| | | | | | | |
| **DEPARTMENT TOTAL** | | **226,121** | **778,270** | **852,389** | **74,119** | **9.52%** |

**PROPOSED REVENUE BY DEPARTMENT**
**GENERAL FUND**
**2022-2023 FISCAL YEAR**

All revenues from each department must be listed in the following categories. Please add any revenue lines that are not listed below.

**DEPARTMENT:** Building Maintenance

| LINE ITEM | 2019-2020 ACTUAL | 2020-2021 ACTUAL | 2021-2022 YTD | 2022-2023 PROPOSED | VARIANCE |
|---|---|---|---|---|---|
| | | | | | |
| Waterford Board of Education | | | | | **0** |
| Shared Use of Town Hall | 71,671 | 71,671 | 63,836.61 | **$67,794.69** | **3,958.08** |
| | | | | | **0** |
| | | | | | **0** |
| | | | | | **0** |
| | | | | | **0** |
| | | | | | **0** |
| **TOTALS** | **71,671** | **71,671** | **63,837** | **67,795** | **3,958** |