

***PARKS & PUBLIC WORKS***

# **PARKS & PUBLIC WORKS**

**PARKS &  
OPEN SPACES**

**STREETS &  
RIGHT OF WAY**

**SOLID WASTE**

***STREETS AND RIGHTS OF WAY***

**DEPARTMENT: STREETS AND RIGHT OF WAY**

Acct No	Account Name	Actual 2007-2008	Adopted 2008-2009	Estimated 2008-2009	Proposed 2009-2010	2009-2010 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>2,449,573</b>	<b>2,267,063</b>	<b>2,256,107</b>	<b>2,340,453</b>	
<b>141</b>	<b>DEPARTMENT: STREETS AND RIGHTS OF WAY</b>					
4010	FULL-TIME SALARIES	496,943	435,804	430,000	447,020	Total FTE for this Division is 10.95 positions.
4020	PART TIME SALARIES	0	29,400	10,000	10,000	Part time help in admin office plus seasonal help to assist in summer road project work.
4030	OVERTIME	77,611	48,000	50,000	50,000	Snow removal and other Department needs, 9% of full time salaries given normal winter conditions.
4040	TRANSPORTATION	138	500	0	0	Reimbursement for use of personal vehicle for Town business. Reduction is due to use of Town owned vehicle by the Director.
4050	HEALTH INSURANCE	112,088	93,021	90,000	109,992	Covers Department's prorated share of health insurance premiums.
4060	RETIREMENT	34,298	23,998	23,998	25,173	Covers Department's prorated share of total employer retirement contributions.
4070	SOCIAL SECURITY	42,829	39,276	37,485	38,787	Employer's share of social security.
4100	WORKERS COMPENSATION	36,859	43,679	38,564	41,881	Required insurance. Decrease in this line item reflects lower experience modification (lower claims experience rating) for Town.
5010	POSTAGE	183	600	450	500	Citizen mailings, notices of project meeting and status updates, etc.
5020	TELEPHONE	4,679	4,820	5,000	5,000	Telephone lines, fax line, and staff pagers.
5040	EDUCATIONAL/MEETING	2,495	4,500	4,500	4,500	Director, Technician, Office staff, Supervisor and staff training.
5080	LEGAL/ADVERTISING	2,138	2,500	2,500	2,500	Public Notices and Help Wanted ads.

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5100	VEHICLE INSURANCE	15,776	17,000	17,000	19,500	This account provides for insurance costs for the Public Works department vehicles and equipment.
5200	ELECTRICITY	14,314	14,500	14,500	14,500	This item covers the electricity charges for Public Works.
5220	WATER	1,857	2,400	2,000	2,000	Water and sewer service for Public Works.
5230	FUEL OIL	19,908	19,500	19,500	16,000	Propane for heating fuel system plus \$2,000 to pay back Energy Efficiency Reserve.
5310	VEHICLE MAINTENANCE	185,058	150,000	175,000	175,000	Majority of this item is for in-dept labor based on three year average of actual hours used.
5330	RADIO/RADAR MAINTENANCE	496	800	800	800	Base and vehicle radio maintenance costs.
5410	COMPUTER SERVICES	0	0	0	6,700	Public Works portion of VUEWorks software and support.
5440	ENGINEERING SERVICES	2,321	5,500	7,500	5,500	Misc. engineering costs such as traffic study, drainage design.
5490	OTHER PROFESSIONAL SERVICES	7,513	7,500	7,500	7,500	Misc. consultant costs such as landscape design, mapping, studies. Work to include NPDES compliance expenses and work with Interlocal Stormwater Working Group (CCSWCD).
5580	TREE CARE	17,765	20,000	17,500	17,500	Covers pruning and removal of dead trees along the right-of-way.
5610	EQUIPMENT RENTALS	18,764	10,000	5,000	5,000	Rental of misc. equipment used for routine maintenance and light construction projects.

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<b>141</b>	<b>DEPARTMENT: STREETS AND RIGHTS OF WAY</b>					
5620	UNIFORMS	4,005	5,000	6,500	7,200	Boot allowance and uniform rental per union contract.
5800	DUES & MEMBERSHIPS	886	450	450	450	Dues to APWA, ITE, etc.
5900	OTHER CONTRACTUAL SERVICES	2,770	<b>32,000</b>	32,000	<b>32,000</b>	Street sweeping, blasting, catch basin cleaning and other services to compliment staff effort.
5901	STREET PAINTING	26,663	40,000	40,000	40,000	Annual painting of street lines.
5902	CONTRACT PLOWING	6,232	6,000	6,000	6,000	Contract plowing of sidewalks in commercial area; price varies with snow amount and miles plowed. Estimated 65 hrs @ \$70/ hr.
6010	OFFICE SUPPLIES	2,298	1,800	1,800	1,800	Paper, forms, and other supplies for Dept. use.
6020	BOOKS/SUBSCRIPTIONS	206	300	300	300	Professional manuals, reference books, etc.
6100	MAINTENANCE/MACHINE	15,563	6,750	5,000	3,500	Maint. contracts and service for various machines. Includes oil furnace, gas furnace, waste oil furnace, copier, etc.
6110	VEHICLE MAINTENANCE SERVICE	49,879	35,000	35,000	35,000	Parts and vendor services for heavy equipment.
6120	PLOWS SPREADER PART	19,485	22,000	22,000	22,000	Plow cutting edges and misc. parts for plow and spreader equipment.
6130	MOTOR FUEL AND LUBRICANTS	81,133	<b>66,500</b>	60,000	<b>66,500</b>	Covers fuel for Department's vehicles.
6140	TIRES AND TUBES	11,890	6,500	6,500	6,500	Tire replacement for Department vehicles.
6150	WELDING SUPPLIES	2,358	1,900	1,900	1,900	Welding supplies for misc. shop use.

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6210	SALT/DE-ICING CHEMICALS	178,346	105,000	120,000	105,000	Salt and de-icing chemicals. Cost per unit has increased dramatically. Budgeted units will substantially decrease due to new salt brine system.
6220	SAND (WINTER)	6,840	17,000	17,000	17,000	Sand mixed with salt. (2700 cy@ \$6.25).
6230	GRAVEL/ROCK/LOAM	4,808	10,000	10,000	10,000	Misc. material for various small projects. Increase due to more project completed by staff.
6240	COLD PATCH	3,185	1,000	2,200	2,200	Cold patch for winter pavement repair. 25 ton @\$44
6250	ASPHALT	17,687	15,000	15,000	15,000	Paving for small road repair areas.
6270	CULVERTS/CATCH BASIN	29,362	30,000	25,000	7,000	Material for drainage repairs and improvements both by crew and contractors. The remainder has moved to Capital Budget.
6280	STREET /TRAFFIC SIGNS	5,896	6,000	6,000	6,000	Street sign repair and replacement.
6285	GUARD RAILS	896	3,000	3,000	3,000	Repair to street guard rails.
6400	MAINTENANCE/BUILDINGS & GROUNDS	6,406	7,000	7,000	7,000	Misc. maintenance to buildings.
6510	EXPENDABLE HAND TOOL	1,903	2,000	2,000	2,000	Rakes, shovels and other items.
6520	SAFETY EQUIPMENT/SUPPLIES	6,428	4,800	6,000	6,000	Cones, traffic signs, vests, etc.
6900	OTHER COMMODITIES	9,650	4,000	4,000	4,000	Misc. materials for Department operations.
7015	TRANSFER TO EQUIPMENT RESERVE	105,000	109,000	109,000	129,000	Reserve for Dept vehicle replacement. Increase scheduled in FY08 Capital Plan.
7020	TRANSFER TO BUILDING RESERVE	12,000	12,000	12,000	12,000	Set aside for building and equipment reserve for cyclical replacement.

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<b>141 DEPARTMENT: STREETS AND RIGHTS OF WAY</b>						
7025	TRANSFER TO STREETS RESERVE	681,250	681,250	681,250	781,700	This funds the Public Works Capital Improvement Program. Includes Collector Rd. debt payment, street improvements, and heavy equipment, less State Local Road Assistance funding. Increase scheduled in FY08 Capital Plan.
7030	TRANSFER TO COMPUTER RESERVE	4,300	4,300	4,300	5,050	Reserve for computer equipment needs.
8010	DEBT SERVICE 1998 NON-TIF COLLECTOR RD	55,050	55,050	55,050	0	Debt Service for 1998 NON-TIF Collector Roads Program broken out of General Debt Service Budget for better cost accounting.
910	BOND INTEREST	3,165	3,165	1,060	0	Bond interest broken out of Debt Service Budget for better cost accounting.

***SOLID WASTE***

**DEPARTMENT: SOLID WASTE**

Acct No	Account Name	Actual 2007-2008	Adopted 2008-2009	Estimated 2008-2009	Proposed 2009-2010	2009-2010 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>569,240</b>	<b>561,324</b>	<b>558,317</b>	<b>538,617</b>	
<b>143</b>	<b>DEPARTMENT: SOLID WASTE</b>					
4010	FULL-TIME SALARIES	56,452	66,371	66,371	69,288	This provides for 10% of the Parks and Public Works Director, 5% of the PW Secretary as well as the Transfer Station Attendants.
4030	OVERTIME	6,575	6,000	6,000	6,000	Overtime needed to keep up with work at various times and fill-in for vacation and sick time. Utilization of Parks and Public Works employees as needed.
4050	HEALTH INSURANCE	9,136	16,141	15,500	17,488	Covers Department's prorated share of health insurance premiums.
4060	RETIREMENT	2,379	4,162	4,162	4,002	Covers Department's prorated share of total employer retirement contributions.
4070	SOCIAL SECURITY	4,782	5,536	5,536	5,760	Employer's share of social security.
4100	WORKERS COMPENSATION	2,103	2,589	2,427	2,704	Required insurance. Decrease in this line item reflects lower experience modification (lower claims experience rating) for Town.
5010	POSTAGE	270	100	50	50	Mailings - Curbside Recycling and other business related items.
5020	TELEPHONE	544	850	525	525	Phone service at Transfer Station.
5040	EDUCATIONAL/MEETING	490	500	500	500	Training for attendants (seminars and workshops).
5060	PRINTING	0	1,000	1,146	1,000	Printing of stickers, brochures and other pertinent materials as related to the Transfer Station or curbside collection.
5080	LEGAL/ADVERTISING	2,008	1,000	1,000	1,000	Legal Notices and/or advertising changes related to the impact of holidays on curbside collection.

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<b>143</b>	<b>DEPARTMENT: SOLID WASTE</b>					
5200	ELECTRICITY	2,185	2,200	2,200	2,200	Electrical needs for compactors, lighting, and office and restroom heat.
5220	WATER & SEWER	530	1,200	550	550	Sewer and water service for the bathroom at the Transfer Station.
5310	VEHICLE MAINTENANCE	3,125	5,700	5,700	7,700	Loader and forklift parts and repairs. Added maintenance for new truck to haul silver bullets.
5500	MAINTENANCE/BUILDING	2,902	1,000	1,000	1,000	Routine maintenance plus repainting of Bargain Barn
5620	UNIFORM RENTALS	553	1,200	700	900	Boot allowance and uniform rental.
5900	OTHER CONTRACTUAL SERVICES	17,519	25,000	25,000	6,250	Hauling of the waste bins at the Transfer Station will now be done in-house.
5915	RECYCLING SERVICES	45,630	45,000	45,000	11,250	Hauling of the Silver Bullets will now be done in-house.
5950	WASTE DISPOSAL	76,395	7,500	7,500	7,500	Costs to dispose of Hazardous Waste, Universal Wastes and special Waste. The reduction in this item is due to a change in procedure at the Transfer Station for disposing large items. Large items now have a fee and are included with the costs and revenues of the pay-per-bag program.
5960	COLLECTION SERVICES	313,741	349,000	349,000	359,500	Curbside collection of trash and recyclables
6100	MAINTENANCE/MACHINE	3,227	2,000	2,000	2,000	Compactor maintenance.
6130	MOTOR FUEL AND LUBRICANTS	388	450	450	6,450	Fuel for loader and forklift. Additional fuel for new truck to haul silver bullets.

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<b>143</b>	<b>DEPARTMENT: SOLID WASTE</b>					
6900	OTHER COMMODITIES	13,159	8,825	8,000	8,000	Leaf bags (24,750 @ \$.35)
7015	TRANSFER TO EQUIP RESERVE	5,000	3,000	3,000	12,000	Reserve for equipment replacement. Additional funding for new truck to haul silver bullets.
7550	IMPROVEMENTS TO BUILDINGS	147	5,000	5,000	5,000	Improvements to Transfer Station to allow for improved operations/service as needed.

## ***PARKS***

**DEPARTMENT: PARKS**

Acct No	Account Name	Actual 2007-2008	Adopted 2008-2009	Estimated 2008-2009	Proposed 2009-2010	2009-2010 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>386,717</b>	<b>381,221</b>	<b>369,806</b>	<b>352,526</b>	
<b>171 DEPARTMENT: PARKS AND FACILITIES</b>						
4010	FULL-TIME SALARIES	124,640	131,533	131,533	136,546	This account provides funds for 100% of the Park Supervisor and Maintenance Assistant's salaries, and 30% of the Director's salary.
4020	SEASONAL SALARIES	17,343	24,000	19,000	19,000	Seasonal employees are used for the maintenance of parks, cemeteries, Town Hall and open space areas.
4030	OVERTIME	14,988	6,000	6,000	6,000	The overtime account will fluctuate depending upon winter weather conditions and additional maintenance responsibilities.
4050	HEALTH INSURANCE	27,408	28,034	26,000	30,374	Covers department's prorated share of health insurance premiums.
4060	RETIREMENT	7,154	7,229	7,229	6,951	Covers department's prorated share of total employer retirement contributions.
4070	SOCIAL SECURITY	12,125	12,357	11,975	12,358	Employer's share of social security.
4100	WORKERS COMPENSATION	9,125	10,753	9,271	9,962	Required insurance. Decrease in this line item reflects lower experience modification (lower claims experience rating) for Town.
5020	TELEPHONE	2,800	2,850	150	450	Telephone costs associated with the Parks facilities. Includes cell phone reimbursement for supervisor.
5040	EDUCATIONAL/MEETING	300	400	400	900	NEPA and supervisory training.
5100	VEHICLE INSURANCE	6,170	7,000	5,800	6,500	This account provides for the cost of insurance for Parks department vehicles and equipment.

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<b>171 DEPARTMENT: PARKS AND FACILITIES</b>						
5200	ELECTRICITY	5,771	5,400	5,400	5,400	This line item includes the cost of lighting seven tennis courts, two ice rinks, and general security and parking lot lighting. This line item will fluctuate depending upon weather conditions and amount of use.
5220	WATER	5,864	3,000	3,000	3,000	Water is used on a seasonal basis for irrigation and may vary depending upon the amount of seasonal rainfall.
5230	HEATING FUEL	1,604	2,000	1,800	1,800	This line provides funds for heating both the Village Park and Mill Road garages.
5240	SEWER	1,196	1,100	1,120	1,120	Sewer fees are calculated according to the amount of water used by town facilities.
5300	MACHINE/EQUIPMENT MAINTENANCE	13,682	9,500	13,000	13,000	This item is used for regular routine equipment maintenance along with preventative maintenance of attachments and trailers.
5410	COMPUTER/INTERNET FEES	450	540	540	540	These funds cover the cost of the internet connection which allows for staff to review daily facility reservation schedules, weather reports, as well as the ability to communicate through e-mails.
5500	MAINTENANCE/BUILDING	4,559	4,500	4,000	4,000	This account provides contractual services to repair lighting systems, plumbing and other systems/facilities.

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<b>171 DEPARTMENT: PARKS AND FACILITIES</b>						
5580	TURF/TREE MAINTENANCE	8,490	7,500	7,500	7,500	This line is used for broadleaf weed control at various public facilities and parks along with contractual work required to service the flower beds on the Rt. # 1 Traffic Islands, Providence Avenue North and South, Town Hall, Depot and Village Parks.
5610	EQUIPMENT RENTALS	0	200	200	200	Equipment rentals are reserved for tools and attachments not commonly used on a regular basis such as a ditchwitch or excavation equipment.
5615	LEGION FIELD PARKING	450	450	450	450	Money from this line are dedicated to Legion Post #164 to cover seasonal parking for Little League and Community Programs activity use.
5900	OTHER CONTRACTUAL SERVICES	21	450	450	450	This account provides for miscellaneous contractual services such as trash collection and advertising for seasonal part-time help.
5920	WINTER TRAIL MAINTENANCE	500	500	500	500	This item provides funds to the Sno-Voyagers for the purpose of winter trail maintenance.
5950	WASTE DISPOSAL	4,134	4,100	4,100	4,100	This line item covers the rental costs for portable toilets at \$75 per month per unit.
6130	MOTOR FUEL AND LUBRICANTS	10,080	11,000	9,500	10,500	This item covers gas and oil supplies for tractors, trucks, and mowers.
6400	BUILDING/GROUNDS SUPPLIES	7,107	6,400	6,400	6,400	This line item includes various supplies such as landscaping materials, chemicals, paint, grass seed, lumber and other pertinent items.

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<b>171 DEPARTMENT: PARKS AND FACILITIES</b>						
6500	TOOLS AND APPARATUS	1,148	800	800	800	This item covers the cost associated with the purchase of tools and equipment necessary to service tractors, trucks, and mowers.
6900	OTHER COMMODITIES	83	100	163	100	Funds available for miscellaneous purchases not accounted for in other line items.
7015	TRANSFER TO EQUIPMENT RESERVE	13,900	12,900	12,900	12,900	These monies are set aside for replacement of equipment and vehicles.
7025	TRANSFER TO CAPITAL PROJECT RESERVE	85,000	80,000	80,000	50,000	This line item funds the Parks Divisions share of the Capital Improvement Program.
7030	TRANSFER TO COMPUTER RESERVE	625	625	625	725	This account provides for the replacement of the computer system.