

***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**

<b>Acct No</b>	<b>Account Name</b>	<b>Actual 2006-2007</b>	<b>Estimated 2007-2008</b>	<b>Adopted 2008-2009</b>	<b>2008-2009 Line Item Budget Notes</b>
-	<b>DEPARTMENT TOTAL</b>	<b>2,360,626</b>	<b>2,465,307</b>	<b>2,267,063</b>	
<b>141 DEPARTMENT: STREETS AND RIGHTS OF WAY</b>					
4010	FULL-TIME SALARIES	440,309	497,500	435,804	Total FTE for this Division is 10.95 positions.
4020	PART TIME SALARIES	0	0	29,400	Part time help in admin office plus seasonal help to assist in summer road project work.
4030	OVERTIME	66,213	85,000	48,000	Snow removal and other Department needs, 9% of full time salaries given normal winter conditions.
4040	TRANSPORTATION	4,600	500	500	Reimbursement for use of personal vehicle for Town business. Reduction is due to use of Town owned vehicle by the Director.
4050	HEALTH INSURANCE	116,391	111,872	93,021	Covers Department's prorated share of health insurance premiums.
4060	RETIREMENT	32,467	27,108	23,998	Covers Department's prorated share of total employer retirement contributions.
4070	SOCIAL SECURITY	38,401	44,561	39,276	Employer's share of social security.
4100	WORKERS COMPENSATION	25,979	36,859	43,679	Required insurance. Increase in this line item reflects increased payroll, as well as higher experience modification (higher claims experience rating) for Town.
5010	POSTAGE	534	600	600	Citizen mailings, notices of project meeting and status updates, etc.
5020	TELEPHONE	4,966	4,400	4,820	Telephone lines, fax line, and staff pagers.

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5040	EDUCATIONAL/MEETING	574	3,000	4,500	Director, Technician, Office staff, Supervisor and staff training. Increase reflect mandatory backlogged safety training.
5080	LEGAL/ ADVERTISING	3,693	3,000	2,500	Public Notices and Help Wanted ads.
5100	VEHICLE INSURANCE	13,755	15,776	17,000	Covers costs associated with insuring Town vehicles.
5200	ELECTRICITY	13,377	13,000	14,500	This item covers the electricity charges for Public Works.
5220	WATER	1,520	2,400	2,400	Water and sewer service for Public Works.
5230	FUEL OIL	19,041	16,000	19,500	Fuel oil and propane. Slightly higher costs budgeted to use "biofuel".
5310	VEHICLE MAINTENANCE	184,490	175,000	150,000	Majority of this item is for in-dept labor based on three year average of actual hours used.
5330	RADIO/RADAR MAINTENANCE	1,175	800	800	Base and vehicle radio maintenance costs.
5440	ENGINEERING SERVICES	-249	5,500	5,500	Misc. engineering costs such as traffic study, drainage design.
5490	OTHER PROFESSIONAL SERVICES	8,005	8,000	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).
5510	JANITORIAL SERVICES	2,380	0	0	Now shared salary position/Town Hall.

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<b>141 DEPARTMENT: STREETS AND RIGHTS OF WAY</b>					
5580	TREE CARE	15,266	20,000	20,000	Covers pruning and removal of dead trees along the right-of-way.
5610	EQUIPMENT RENTALS	16,154	20,000	10,000	Rental of misc. equipment used for routine maintenance and light construction projects.
5620	UNIFORMS	4,995	5,000	5,000	Boot allowance and uniform rental per union contract.
5800	DUES & MEMBERSHIPS	20	525	450	Dues to APWA, ITE, etc.
5900	OTHER CONTRACTUAL SERVICES	29,412	32,000	<b>32,000</b>	Street sweeping, blasting, catch basin cleaning and other services to compliment staff effort.
5901	STREET PAINTING	42,479	40,000	40,000	Annual painting of street lines.
5902	CONTRACT PLOWING	6,576	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	2,267	2,000	1,800	Paper, forms, and other supplies for Dept. use.
6020	BOOKS/SUBSCRIPTIONS	769	300	300	Professional manuals, reference books, etc.
6100	MAINTENANCE/MACHINE	5,399	12,000	6,750	Maint. contracts and service for various machines. Includes oil furnace, gas furnace, waste oil furnace, copier, etc.
6110	VEHICLE MAINTENANCE SERVICE	43,189	45,000	35,000	Parts and vendor services for heavy equipment.

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<b>141 DEPARTMENT: STREETS AND RIGHTS OF WAY</b>					
6120	PLOWS SPREADER PART	2,347	22,000	22,000	Plow cutting edges and misc. parts for plow and spreader equipment.
6130	MOTOR FUEL AND LUBRICANTS	42,457	45,000	66,500	Covers fuel for Department's vehicles.
6140	TIRES AND TUBES	5,450	9,500	6,500	Tire replacement for Department vehicles.
6150	WELDING SUPPLIES	3,335	1,900	1,900	Welding supplies for misc. shop use.
6210	SALT/DE-ICING CHEMICALS	78,093	180,000	105,000	Salt and de-icing chemicals.
6220	SAND (WINTER)	3,225	17,000	17,000	Sand mixed with salt. (2700 cy@ \$6.25).
6230	GRAVEL/ROCK/LOAM	3,415	17,000	10,000	Misc. material for various small projects. Increase due to more project completed by staff.
6240	COLD PATCH	1,494	2,200	1,000	Cold patch for winter pavement repair. 25 ton @\$45
6250	ASPHALT	13,289	15,000	15,000	Paving for small road repair areas.
6270	CULVERTS/CATCH BASIN	20,650	30,000	30,000	Material for drainage repairs and improvements both by crew and contractors. Increased projects identified.
6280	STREET /TRAFFIC SIGNS	12,851	5,800	6,000	Street sign repair and replacement.
6285	GUARD RAILS	208	3,000	3,000	Repair to street guard rails.

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<b>141 DEPARTMENT: STREETS AND RIGHTS OF WAY</b>					
6400	MAINTENANCE/BUILDINGS & GROUNDS	13,927	8,000	7,000	Misc. maintenance to buildings.
6510	EXPENDABLE HAND TOOL	2,529	2,000	2,000	Rakes, shovels and other items.
6520	SAFETY EQUIPMENT/SUPPLIES	4,884	6,000	4,800	Cones, traffic signs, vests, etc.
6900	OTHER COMMODITIES	10,032	7,500	4,000	Misc. materials for Department operations.
7015	TRANSFER TO EQUIPMENT RESERVE	105,000	105,000	109,000	Reserve for Dept vehicle replacement.
7020	TRANSFER TO BUILDING RESERVE	20,000	12,000	12,000	Set aside for building and equipment reserve for cyclical replacement.
7025	TRANSFER TO STREETS RESERVE	797,911	681,250	681,250	This funds the Public Works Capital Improvement Program. Includes Collector Rd. debt payment, street improvements, and heavy equipment, less State Local Road Assistance funding.
7030	TRANSFER TO COMPUTER RESERVE	4,300	4,300	4,300	Reserve for computer equipment needs.
7545	INFORMATION SYSTEMS	4,919	0	0	Consolidated into another reserve.
7550	IMPROVEMENTS TO BUILDINGS	3,800	0	0	Consolidated into another reserve.
8010	DEBT SERVICE 1998 NON-TIF COLLECTOR RD	55,050	55,050	55,050	Debt Service for 1998 NON-TIF Collector Roads Program broken out of General Debt Service Budget for better cost accounting.

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<b>141 DEPARTMENT: STREETS AND RIGHTS OF WAY</b>					
8200	BOND INTEREST	7,313	2,106	3,165	Bond interest broken out of Debt Service Budget for better cost accounting.

***SOLID WASTE***

**DEPARTMENT: SOLID WASTE**

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-	<b>DEPARTMENT TOTAL</b>	<b>464,567</b>	<b>618,925</b>	<b>561,324</b>	
<b>143 DEPARTMENT: SOLID WASTE</b>					
4010	FULL-TIME SALARIES	37,664	56,455	66,371	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	12,185	6,500	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	9,346	9,120	16,141	Covers Department's prorated share of health insurance premiums.
4060	RETIREMENT	3,037	2,000	4,162	Covers Department's prorated share of total employer retirement contributions.
4070	SOCIAL SECURITY	3,743	4,816	5,536	Employer's share of social security.
4100	WORKERS COMPENSATION	1,406	2,103	2,589	Required insurance. Increase in this line item reflects increased payroll, as well as higher experience modification (higher claims experience rating) for Town.
5010	POSTAGE	59	100	100	Mailings - Curbside Recycling and other business related items.
5020	TELEPHONE	634	631	850	Phone service at Transfer Station.
5040	EDUCATIONAL/MEETING	0	250	500	Training for attendants (seminars and workshops).
5060	PRINTING	0	1,000	1,000	Printing of stickers, brochures and other pertinent materials as related to the Transfer Station or curbside collection.

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<b>143 DEPARTMENT: SOLID WASTE</b>					
5080	LEGAL/ADVERTISING	1,045	1,000	1,000	Legal Notices and/or advertising changes related to the impact of holidays on curbside collection.
5200	ELECTRICITY	1,709	2,000	2,200	Electrical needs for compactors, lighting, and office and restroom heat.
5220	WATER & SEWER	437	1,000	1,200	Sewer and water service for the bathroom at the Transfer Station.
5310	VEHICLE MAINTENANCE	9,386	5,500	5,700	Loader and forklift parts and repairs.
5500	MAINTENANCE/BUILDING	964	1,000	1,000	Routine maintenance plus repainting of Bargain Barn
5620	UNIFORM RENTALS	985	1,000	1,200	Boot allowance and uniform rental.
5900	OTHER CONTRACTUAL SERVICES	75,583	25,000	25,000	This expense includes the cost to haul Transfer Station generated trash to ECO Maine (60 loads @\$100).
5915	RECYCLING SERVICES	45,693	45,000	45,000	Provides for transport of Silver Bullets at Central Station, Exit 53 and the Transfer Station.
5950	WASTE DISPOSAL	60,915	85,000	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.

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<b>143 DEPARTMENT: SOLID WASTE</b>					
5960	COLLECTION SERVICES	180,911	348,000	349,000	Curbside collection of trash and recyclables
6100	MAINTENANCE/MACHINE	7,004	2,000	2,000	Compactor maintenance.
6130	MOTOR FUEL AND LUBRICANTS	406	450	450	Fuel for loader and forklift.
6230	GRAVEL/FILL/ROCK	0	0	0	Misc. material for yard maintenance.
6900	OTHER COMMODITIES	6,455	9,000	8,825	Leaf bags (24,750 @ \$.35)
7015	TRANSFER TO EQUIP RESERVE	5,000	5,000	3,000	Reserve for equipment replacement.
7550	IMPROVEMENTS TO BUILDINGS		5,000	5,000	Improvements to Transfer Station to allow for improved operations/service as needed.

***PARKS***

**DEPARTMENT: PARKS**

Acct No	Account Name	Actual 2006-2007	Estimated 2007-2008	Adopted 2008-2009	2008-2009 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>318,847</b>	<b>386,128</b>	<b>381,221</b>	
<b>171 DEPARTMENT: PARKS AND FACILITIES</b>					
4010	FULL-TIME SALARIES	114,268	125,000	131,533	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	20,898	24,000	24,000	Seasonal employees are used for the maintenance of parks, cemeteries, Town Hall and open space areas.
4030	OVERTIME	7,086	16,000	6,000	The overtime account will fluctuate depending upon winter weather conditions and additional maintenance responsibilities.
4050	HEALTH INSURANCE	28,037	27,357	28,034	Covers department's prorated share of health insurance premiums.
4060	RETIREMENT	7,260	5,703	7,229	Covers department's prorated share of total employer retirement contributions.
4070	SOCIAL SECURITY	10,601	12,623	12,357	Employer's share of social security.
4100	WORKERS COMPENSATION	7,152	9,125	10,753	Required insurance. Increase in this line item reflects increased payroll, as well as higher experience modification (higher claims experience rating) for Town.
5020	TELEPHONE	3,070	3,285	2,850	Telephone costs associated with the Parks facilities.

**DEPARTMENT: PARKS**

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<b>171 DEPARTMENT: PARKS AND FACILITIES</b>					
5040	EDUCATIONAL/MEETING	0	300	400	Costs associated with staff training.
5100	VEHICLE INSURANCE	5,639	6,170	7,000	Cost allocation for Parks Department vehicles.
5200	ELECTRICITY	5,346	4,800	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	1,333	4,000	3,000	Water is used on a seasonal basis for irrigation and may vary depending upon the amount of seasonal rainfall.
5230	HEATING FUEL	1,746	1,800	2,000	This line provides funds for heating both the Village Park and Mill Road garages.
5240	SEWER	799	1,100	1,100	Sewer fees are calculated according to the amount of water used by town facilities.
5300	MACHINE/EQUIPMENT MAINTENANCE	10,261	12,000	9,500	This item is used for regular routine equipment maintenance along with preventative maintenance of attachments and trailers.
5410	COMPUTER/INTERNET FEES	494	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.

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<b>171 DEPARTMENT: PARKS AND FACILITIES</b>					
5500	MAINTENANCE/BUILDING	4,108	4,500	4,500	This account provides contractual services to repair lighting systems, plumbing and other systems/facilities.
5580	TURF/TREE MAINTENANCE	9,207	7,000	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	127	150	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	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	395	400	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	This item provides funds to the Sno-Voyagers for the purpose of winter trail maintenance.
5950	WASTE DISPOSAL	2,589	4,100	4,100	This line item covers the rental costs for portable toilets at \$75 per month per unit.

**DEPARTMENT: PARKS**

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<b>171 DEPARTMENT: PARKS AND FACILITIES</b>					
6130	MOTOR FUEL AND LUBRICANTS	9,468	8,400	11,000	This item covers gas and oil supplies for tractors, trucks, and mowers.
6400	BUILDING/GROUNDS SUPPLIES	7,667	6,400	6,400	This line item includes various supplies such as landscaping materials, chemicals, paint, grass seed, lumber and other pertinent items.
6500	TOOLS AND APPARATUS	732	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	89	100	100	Funds available for miscellaneous purchases not accounted for in other line items.
7015	TRANSFER TO EQUIPMENT RESERVE	13,900	13,900	12,900	These monies are set aside for replacement of equipment and vehicles.
7025	TRANSFER TO CAPITAL PROJECT RESERVE	45,000	85,000	80,000	This line item funds the Parks Divisions share of the Capital Improvement Program.
7030	TRANSFER TO COMPUTER RESERVE	625	625	625	This account provides for the replacement of the computer system.