

# PUBLIC WORKS

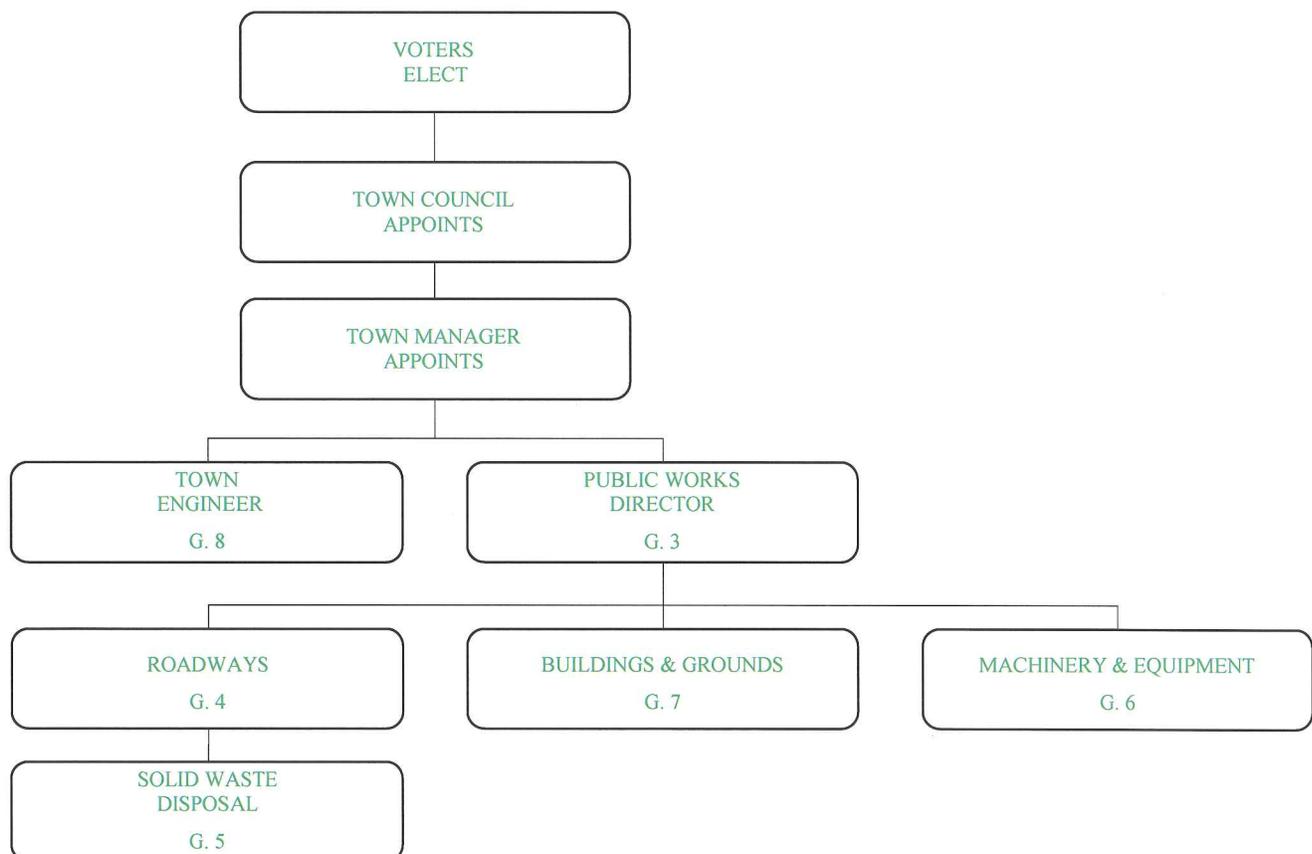
## PROGRAM DESCRIPTION

Public Works is charged with the planning, design, development, construction, and maintenance of public agency physical structures to include roadways, drains, buildings, grounds, and waste disposal systems. Public Works is also responsible for Town and Board of Education vehicle and equipment maintenance.

## PERSONNEL AND EXPENDITURES

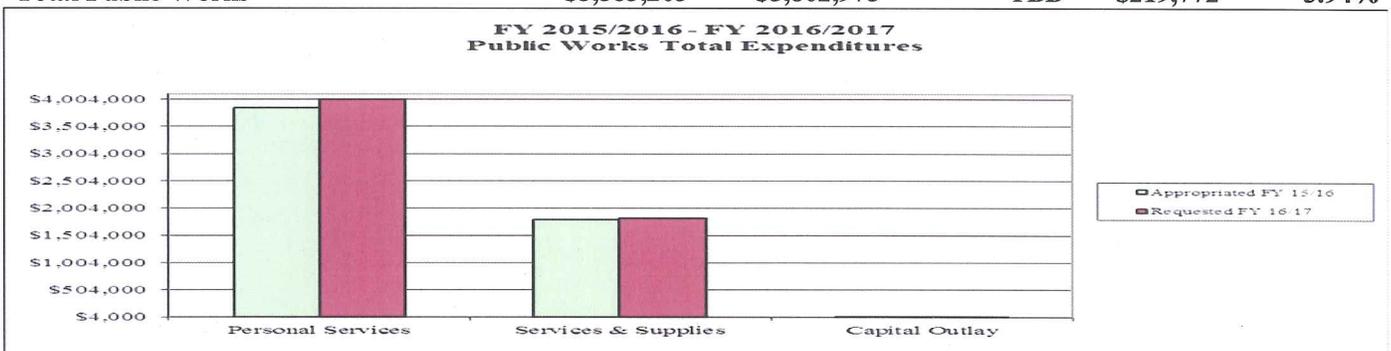
	2012/ 2013	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	\$ Inc/(Dec)	% Inc/-Dec
Full-Time Positions:	27	27	28	28	28	0	0.00%
Administration	4	4	4	4	4	0	0.00%
Maintainers (B & G)	5	5	6	6	6	0	0.00%
Maintainers (Highway)	8	8	8	8	8	0	0.00%
Maintainer (Landfill)	1	1	1	1	1	0	0.00%
Machinery & Equipment	4	4	4	4	4	0	0.00%
Engineering	4	4	4	4	4	0	0.00%
Sewer Collection	1	1	1	1	1	0	0.00%
Expenditures	\$4,392,568	\$4,977,769	\$5,541,015	\$5,583,203	\$5,802,975	\$219,772	3.94%

## PUBLIC WORKS ORGANIZATIONAL CHART



**REQUESTED BUDGET SUMMARY - PUBLIC WORKS**

<b>Fund 01</b>	<b>Appropriated FY 2015/2016</b>	<b>Requested FY 2016/2017</b>	<b>Adopted FY 2016/2017</b>	<b>Inc/(Dec) \$</b>	<b>Inc/-Dec %</b>
<b>Public Works Administration</b>					
Total Personal Services	\$419,147	\$436,992	TBD	\$17,845	4.26%
Total Services & Supplies	\$23,082	\$15,665	TBD	(\$7,417)	-32.13%
<b>Total Public Works Administration</b>	<b>\$442,229</b>	<b>\$452,657</b>	<b>TBD</b>	<b>\$10,428</b>	<b>2.36%</b>
<b>Roadways</b>					
Total Personal Services	\$1,533,733	\$1,620,378	TBD	\$86,645	5.65%
Total Services & Supplies	\$373,270	\$370,220	TBD	(\$3,050)	-0.82%
<b>Total Roadways</b>	<b>\$1,907,003</b>	<b>\$1,990,598</b>	<b>TBD</b>	<b>\$83,595</b>	<b>4.38%</b>
<b>Solid Waste Disposal</b>					
Total Personal Services	\$169,307	\$178,000	TBD	\$8,693	5.13%
Total Services & Supplies	\$217,452	\$223,852	TBD	\$6,400	2.94%
<b>Total Solid Waste Disposal</b>	<b>\$386,759</b>	<b>\$401,852</b>	<b>TBD</b>	<b>\$15,093</b>	<b>3.90%</b>
<b>Machinery and Equipment</b>					
Total Personal Services	\$513,378	\$541,292	TBD	\$27,914	5.44%
Total Services & Supplies	\$82,523	\$81,879	TBD	(\$644)	-0.78%
Total Capital Outlay	\$1,700	\$1,700	TBD	\$0	0.00%
<b>Total Machinery and Equipment</b>	<b>\$597,601</b>	<b>\$624,871</b>	<b>TBD</b>	<b>\$27,270</b>	<b>4.56%</b>
<b>Buildings and Grounds</b>					
Total Personal Services	\$839,889	\$873,362	TBD	\$33,473	3.99%
Total Services & Supplies	\$941,377	\$954,815	TBD	\$13,438	1.43%
Total Capital Outlay	\$1,950	\$1,950	TBD	\$0	0.00%
<b>Total Buildings and Grounds</b>	<b>\$1,783,216</b>	<b>\$1,830,127</b>	<b>TBD</b>	<b>\$46,911</b>	<b>2.63%</b>
<b>Engineering</b>					
Total Personal Services	\$327,895	\$347,471	TBD	\$19,576	5.97%
Total Services & Supplies	\$23,991	\$40,390	TBD	\$16,399	68.35%
Total Capital Outlay	\$700	\$1,200	TBD	\$500	71.43%
<b>Total Engineering</b>	<b>\$352,586</b>	<b>\$389,061</b>	<b>TBD</b>	<b>\$36,475</b>	<b>10.34%</b>
<b>Fund 08 - Snow &amp; Ice Removal</b>					
Total Services & Supplies	\$113,809	\$113,809	TBD	\$0	0.00%
<b>Total Snow &amp; Ice Removal</b>	<b>\$113,809</b>	<b>\$113,809</b>	<b>TBD</b>	<b>\$0</b>	<b>0.00%</b>
<b>Total Personal Services</b>	<b>\$3,803,349</b>	<b>\$3,997,495</b>	<b>TBD</b>	<b>\$194,146</b>	<b>5.10%</b>
<b>Total Services and Supplies</b>	<b>\$1,775,504</b>	<b>\$1,800,630</b>	<b>TBD</b>	<b>\$25,126</b>	<b>1.42%</b>
<b>Total Capital Outlay</b>	<b>\$4,350</b>	<b>\$4,850</b>	<b>TBD</b>	<b>\$500</b>	<b>11.49%</b>
<b>Total Public Works</b>	<b>\$5,583,203</b>	<b>\$5,802,975</b>	<b>TBD</b>	<b>\$219,772</b>	<b>3.94%</b>





# **430.01 PUBLIC WORKS ADMINISTRATION**

## **PROGRAM DESCRIPTION**

Public Works Administration is responsible for the planning, scheduling, supervision and coordination of the activities and functions of the Highway, Building and Grounds, Solid Waste and Equipment Maintenance Divisions of the Public Works Department.

## **PROGRAM COMMENTARY**

The Public Works Department continues to look at cost effective ways to improve efficiencies of Public Works functions while it continues to provide the highest level of service to the town and its residents within its budget.

<b>WORKLOAD MEASURES</b>	<b>2012/ 2013</b>	<b>2013/ 2014</b>	<b>2014/ 2015</b>	<b>Est. 2015/ 2016</b>	<b>Proj. 2016/ 2017</b>
Surplus Property (# of items sold)	6	9	4	5	5
<b>PERSONNEL</b>					
Full-Time Positions	3	3	3	3	3
Part-Time Positions	0	0	0	1	1

## **PROGRAM OBJECTIVES**

- Continue to expand Public Relations Program for Winter Operations
- Refine Workload Measures
- Continue Avon Public Works Association Accreditation Process

## **PERFORMANCE MEASURES**

The Town's mission is to "provide quality town services at a reasonable cost to all taxpayers" and one of the Town's long-term goals is to provide a "safe, secure and pleasing environment where people can live, work and play in harmony with their surroundings." In support of these aims, the Department of Public Works attempts to meet or exceed the following performance measures:

- Repair 100% of reported potholes within the statutorily required timeframe of 24 hours from the time the Public Works Department has been notified.
- Prepare 100% of playing fields for use within two hours of request being made.
- Respond to 100% of unanticipated snow events within 1 hour, i.e. mobilize snow crews.

Town of Avon  
Town Manager's Budget Summary  
Fiscal Year 2016/2017

<u>Account and Description</u>	2015	2016	2016	2016	Department			Board		<u>%</u>
	<u>Actual</u>	<u>Budget</u>	<u>Actual YTD</u>	<u>Est. Actual</u>	<u>Head</u>	<u>Town Manager</u>	<u>Town Council</u>	<u>of Finance</u>	<u>Inc/Dec</u>	
3001 PUBLIC WORKS ADMIN										
<u>_Total_</u>	691	0	0	0	0	0	0	0	0	0.00
	<b>691</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
PERSONAL SERVICES										
WAGES & SALARIES	262,206	280,636	172,214	1,000	305,134	286,934	0	0	6,298	2.24
EMPLOYEE BENEFITS	81,039	89,053	25,224	44,067	107,186	95,963	0	0	6,910	7.76
<u>_Total_PERSONAL SERVICES</u>	<b>343,245</b>	<b>369,689</b>	<b>197,438</b>	<b>45,067</b>	<b>412,320</b>	<b>382,897</b>	<b>0</b>	<b>0</b>	<b>13,208</b>	<b>4</b>
SERVICES & SUPPLIES										
EMPLOYEE BENEFITS	25,687	49,458	3,945	449	27,440	54,095	0	0	4,637	9.38
AUTO ALLOWANCE	534	400	79	400	400	400	0	0	0	0.00
TRAVEL & MEETING EXP	729	1,100	895	1,100	1,100	1,100	0	0	0	0.00
ADVERTISING	384	600	0	600	600	600	0	0	0	0.00
MEMBERSHIP FEES	850	825	741	825	825	825	0	0	0	0.00
BOOKS & PERIODICALS	154	100	0	100	100	100	0	0	0	0.00
RECRUITMENT & TRAINING	695	1,500	642	1,500	1,500	1,500	0	0	0	0.00
RENTALS	500	650	1,098	650	650	650	0	0	0	0.00
EQUIPMENT OPER & MAINT	13,350	16,607	10,897	16,607	9,690	9,190	0	0	-7,417	-44.66
POSTAGE	114	100	20	100	100	100	0	0	0	0.00
MATERIALS AND SUPPLIES	900	1,200	852	1,200	1,200	1,200	0	0	0	0.00
<u>_Total_SERVICES &amp; SUPPLIES</u>	<b>43,897</b>	<b>72,540</b>	<b>19,169</b>	<b>23,531</b>	<b>43,605</b>	<b>69,760</b>	<b>0</b>	<b>0</b>	<b>-2,780</b>	<b>-4</b>
<u>_Total_3001 PUBLIC WORKS ADMIN.</u>	<b>387,833</b>	<b>442,229</b>	<b>216,607</b>	<b>68,598</b>	<b>455,925</b>	<b>452,657</b>	<b>0</b>	<b>0</b>	<b>10,428</b>	<b>2</b>

Town of Avon  
Town Manager's Budget Detail  
Fiscal Year 2016/2017

Account#	Description	2015	2016	2016	2016	Department	Town	Town	Board	Inc/Dec	%
		Actual	Budget	Actual YTD	Est. Actual	Head	Manager	Council	of Finance		
01-3001-51011	REG FULL TIME	262,206	269,334	165,314	0	282,711	277,007	0	0	7,673	2.85
01-3001-51012	REG PART TIME	0	10,302	6,900	0	21,423	8,927	0	0	-1,375	-13.35
01-3001-51014	TEMPORARY PART TIME	0	1,000	0	1,000	1,000	1,000	0	0	0	0.00
01-3001-51031	FICA	21,202	22,799	12,776	0	24,671	23,277	0	0	478	2.10
01-3001-51033	HOSPITALIZATION	22,957	43,376	0	0	19,218	45,762	0	0	2,386	5.50
01-3001-51034	DENTAL INS	2,242	1,844	310	0	1,882	1,882	0	0	38	2.06
01-3001-51036	WORK COMP	28	3,789	3,363	0	5,869	5,980	0	0	2,191	57.83
01-3001-51038	DEFINED CONTRIBUTION	21,370	22,187	12,448	0	24,072	23,630	0	0	1,443	6.50
01-3001-51039	RETIREE HEALTH	38,467	44,067	0	44,067	58,443	49,056	0	0	4,989	11.32
01-3001-51040	LIFE/LTD INSURANCE	460	449	272	449	471	471	0	0	22	4.90
01-3001-52111	MILEAGE & TOLLS	534	400	79	400	400	400	0	0	0	0.00
01-3001-52112	LODGING	600	700	700	700	700	700	0	0	0	0.00
Water Environmental Federal Conference											
01-3001-52113	MEALS	129	400	195	400	400	400	0	0	0	0.00
01-3001-52121	RECRUITING	95	200	0	200	200	200	0	0	0	0.00
01-3001-52122	ADVERTISING-LEGAL	289	400	0	400	400	400	0	0	0	0.00
01-3001-52131	FEES-PROFESSIONAL	850	825	741	825	825	825	0	0	0	0.00
Casho \$60											
NEPA \$25											
CHSSA \$95											
CTPA \$50											
Ct Tree Warden \$150											
Water Env. Fed \$75											
01-3001-52141	BOOKS & PERIODICALS	154	100	0	100	100	100	0	0	0	0.00
01-3001-52155	PROFESSIONAL DEVELOPMENT	695	1,500	642	1,500	1,500	1,500	0	0	0	0.00
01-3001-52193	COPIER	500	650	1,098	650	650	650	0	0	0	0.00
01-3001-52201	MOTOR FUELS	6,787	5,940	3,369	5,940	5,940	5,940	0	0	0	0.00
2,200 gallons unleaded fuel											
@ \$2.70 per gallon=\$5,940											
01-3001-52204	PARTS AND REPAIRS	2,102	3,000	2,724	3,000	3,500	3,000	0	0	0	0.00
01-3001-52205	OFFICE MACHINERY MAI	250	250	250	250	250	250	0	0	0	0.00
01-3001-52206	COMPUTER OPERATION	4,211	7,417	4,554	7,417	0	0	0	0	-7,417	-100.00
Beginning FY 16/17, line item has been consolidated to account 01-1920-52206, IT Computer Operations.											
01-3001-52221	POSTAGE	114	100	20	100	100	100	0	0	0	0.00
01-3001-52231	OFFICE SUPPLIES	900	1,200	852	1,200	1,200	1,200	0	0	0	0.00
01-3001-59900	CREDIT CARD PMTS WITHOUT RECEIPT	691	0	0	0	0	0	0	0	0	0.00
<b>Total PUBLIC WORKS ADMINISTRATION</b>		<b>387,833</b>	<b>442,229</b>	<b>216,607</b>	<b>68,598</b>	<b>455,925</b>	<b>452,657</b>	<b>0</b>	<b>0</b>	<b>10,428</b>	<b>2</b>
<b>Total 3001 PUBLIC WORKS ADMIN.</b>		<b>387,833</b>	<b>442,229</b>	<b>216,607</b>	<b>68,598</b>	<b>455,925</b>	<b>452,657</b>	<b>0</b>	<b>0</b>	<b>10,428</b>	<b>2</b>

Town of Avon  
Personnel Wage Analysis

<u>Account</u>	<u>Position Description</u>	<u>Employee</u>	<u>%</u>	<u>Step</u>	<u>Hours</u>	<u>HR Rate</u>	<u>Annual</u>	<u>Total</u>
<b>3001</b>								
01-3001-51011	Dep Public Works Director	Alexander Trujillo	100%	UP	1,950	47.8590	93,325	93,325
01-3001-51011	Public Works Director	Bruce Williams	100%	UP	1,950	60.2948	117,575	117,575
01-3001-51011	Sr Admin Coordinator	Laurie Rotondo	100%	9E	1,950	33.9008	66,107	66,107
<b>01-3001-51011</b>								<b>277,007</b>
01-3001-51012	Administrative Clerk I	Jennifer Murray	87%	1B	520	17.2192	8,955	8,927
			13%	1A		16.7994	8,737	
<b>01-3001-51012</b>								<b>8,927</b>
01-3001-51014	Clerk	Clerk Public Works Adm	100%					1,000
<b>01-3001-51014</b>								<b>1,000</b>
<b>Total 3001</b>								<b><u>286,934</u></b>

# 431.01 ROADWAYS

## PROGRAM DESCRIPTION

This activity provides for the maintenance and repair of all Town roads, sidewalks, drainage and related activities. Roadway personnel are responsible for maintaining 112.23 miles of accepted and non-accepted roadway including paving, patching, curbing, oiling, plowing, de-icing and sweeping. Also included in this activity is the installation and repair of drainage and guard rails, signs and line painting, as well as the trimming and removal of trees and brush. Town funds are supplemented by State Grants (Funds 08 & 11) to finance maintenance materials.

## PROGRAM COMMENTARY

A detailed outline of the Town's Road Improvement Program for fiscal year 2016/2017 is included in Tab S – Supplemental Data (S. 1 & S. 2). The proposed fiscal year 2016/2017 budget includes an increase to the parts and repair line item to reflect actual expenditures in recent years. Other expenses in the fiscal year 2016/2017 budget have remained level funded.

## PERFORMANCE MEASURES

<b>WORKLOAD MEASURES</b>	<b>2012/ 2013</b>	<b>2013/ 2014</b>	<b>2014/ 2015</b>	<b>Est. 2015/ 2016</b>	<b>Proj. 2016/ 2017</b>
Catch Basins Cleaned by Machine	2,000	2,500	2,439	2,600	2,600
Trees Removed	55	47	55	30	30
Material for Filling Potholes (Tons)	62	68	72	75	75
Miles of Roads Maintained (Accepted)	108.17	109.70	109.79	110.79	110.79
Average Miles per Plow District	10.88	10.97	11.05	11.08	11.08
# Snow Storm Call Outs	9	27	23	20	20
Snow Removal Hours (Reg. & O.T.)	2,068	3,174	4,006	3,100	3,100
Miles of Contract Plowing	5.42	5.42	5.42	5.42	5.42
Roadside Mowing Hours	138	132	166	150	150
# of Emergency Call-Outs ( <i>non-snow related</i> )	38	15	17	20	20
Highway Sign Maintenance	2,080	2,080	2,080	2,080	2,080
<b>PERSONNEL</b>					
Full-time	10	10	10	10	10

Town of Avon  
Town Manager's Budget Summary  
Fiscal Year 2016/2017

<u>Account and Description</u>	2015	2016	2016	2016	Department			Board		<u>%</u>
	<u>Actual</u>	<u>Budget</u>	<u>Actual YTD</u>	<u>Est. Actual</u>	<u>Head</u>	<u>Town Manager</u>	<u>Town Council</u>	<u>of Finance</u>	<u>Inc/Dec</u>	
3101 ROADWAYS										
PERSONAL SERVICES										
WAGES & SALARIES	784,914	800,466	444,865	0	828,676	828,676	0	0	28,210	3.52
EMPLOYEE BENEFITS	217,986	234,162	66,360	113,597	275,779	251,581	0	0	17,419	7.44
<b>_Total_PERSONAL SERVICES</b>	<b>1,002,900</b>	<b>1,034,628</b>	<b>511,225</b>	<b>113,597</b>	<b>1,104,455</b>	<b>1,080,257</b>	<b>0</b>	<b>0</b>	<b>45,629</b>	<b>4</b>
SERVICES & SUPPLIES										
EMPLOYEE BENEFITS	503,868	517,850	328,500	259,597	515,596	540,121	0	0	22,271	4.30
AUTO ALLOWANCE	0	150	35	150	150	150	0	0	0	0.00
TRAVEL & MEETING EXP	150	300	0	300	300	300	0	0	0	0.00
ADVERTISING	100	100	0	100	100	100	0	0	0	0.00
MEMBERSHIP FEES	122	550	341	550	550	550	0	0	0	0.00
RECRUITMENT & TRAINING	341	1,900	3	1,900	1,900	1,900	0	0	0	0.00
CONTRACTUAL SERV & PRINTING	131,318	141,185	68,954	141,185	153,885	140,885	0	0	-300	-0.21
RENTALS	5,574	18,050	24	3,050	3,050	3,050	0	0	-15,000	-83.10
EQUIPMENT OPER & MAINT	160,671	152,750	57,218	152,750	152,500	150,000	0	0	-2,750	-1.80
MATERIALS AND SUPPLIES	76,221	73,285	30,585	73,285	74,185	73,285	0	0	0	0.00
<b>_Total_SERVICES &amp; SUPPLIES</b>	<b>878,365</b>	<b>906,120</b>	<b>485,660</b>	<b>632,867</b>	<b>902,216</b>	<b>910,341</b>	<b>0</b>	<b>0</b>	<b>4,221</b>	<b>0</b>
<b>_Total_3101 ROADWAYS</b>	<b>1,881,265</b>	<b>1,940,748</b>	<b>996,885</b>	<b>746,464</b>	<b>2,006,671</b>	<b>1,990,598</b>	<b>0</b>	<b>0</b>	<b>49,850</b>	<b>3</b>

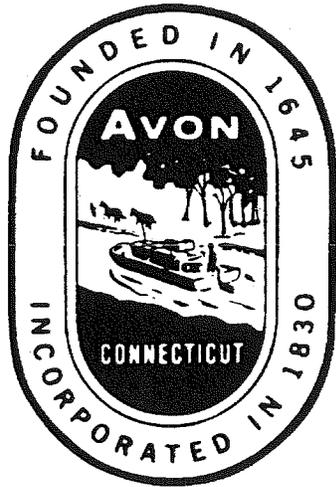
Town of Avon  
Town Manager's Budget Detail  
Fiscal Year 2016/2017

Account#	Description	2015 Actual	2016 Budget	2016 Actual YTD	2016 Est. Actual	Department Head	Town Manager	Town Council	Board of Finance	Incl/Dec	%
01-3101-51011	REG FULL TIME	659,135	675,236	414,921	0	699,156	699,156	0	0	23,920	3.54
01-3101-51013	TEMPORARY FULL TIME	7,523	12,230	5,930	0	12,520	12,520	0	0	290	2.37
01-3101-51015	OVERTIME	118,256	113,000	24,014	0	117,000	117,000	0	0	4,000	3.54
01-3101-51031	FICA	61,765	62,057	33,785	0	64,259	64,259	0	0	2,202	3.55
01-3101-51032	RETIREMENT	265,445	276,825	274,875	258,080	283,366	264,621	0	0	-12,204	-4.41
01-3101-51033	HOSPITALIZATION	174,999	175,806	0	0	145,661	185,477	0	0	9,671	5.50
01-3101-51034	DENTAL INS	9,135	10,504	5,484	0	10,749	10,749	0	0	245	2.33
01-3101-51036	WORK COMP	52,736	53,198	47,222	0	74,227	77,681	0	0	24,483	46.02
01-3101-51038	DEFINED CONTRIBUTION	57,060	58,508	32,575	0	60,865	60,865	0	0	2,357	4.03
01-3101-51039	RETIREE HEALTH	99,161	113,597	0	113,597	150,655	126,457	0	0	12,860	11.32
01-3101-51040	LIFE/LTD INSURANCE	1,553	1,517	919	1,517	1,593	1,593	0	0	76	5.01
01-3101-52111	MILEAGE & TOLLS	0	150	35	150	150	150	0	0	0	0.00
01-3101-52112	LODGING	0	150	0	150	150	150	0	0	0	0.00
01-3101-52113	MEALS	150	150	0	150	150	150	0	0	0	0.00
01-3101-52122	ADVERTISING-LEGAL	100	100	0	100	100	100	0	0	0	0.00
01-3101-52131	FEES-PROFESSIONAL	122	550	341	550	550	550	0	0	0	0.00
Casho \$40x10=\$400											
Cl. Tree Warden Assoc.											
2 @ \$75 = \$150											
01-3101-52155	PROFESSIONAL DEVELOPMENT	341	1,900	3	1,900	1,900	1,900	0	0	0	0.00
Training Tapes/DVD's, CD's - \$400											
OSHA & Other Mandated Training/ Seminars - \$900											
Industrail Sotrmwater Phase 1 Prevention Training \$600											
01-3101-52184	SERVICE & CONSULTANT	7,025	10,800	950	10,800	10,800	10,800	0	0	0	0.00
Stormwater Phase 1 & II Testing, \$9,000											
DEP Annual Report \$600											
Spill Prevention Control & Counter Measure, \$1,200											
01-3101-52185	GENERAL SERVICE	120,784	126,725	65,275	126,725	139,725	126,725	0	0	0	0.00
I tree Program, \$1,000											
Catch Basin Cleaning, 2600 Basins @ \$20/ea. = \$52,000											
Sweeping 108 miles, \$25,000											
Basin Flushing, \$575/day x 3 days = \$1,725											
01-3101-52188	UNIFORM CLEANING & R	3,509	3,660	2,729	3,660	3,360	3,360	0	0	-300	-8.20
52 Weeks @ \$47.30/wk = \$2,460											
(10 men @ \$4.73/wk)											
Misc. = \$450											
T-Shirts, \$450											
01-3101-52193	COPIER	450	550	24	550	550	550	0	0	0	0.00
01-3101-52194	EQUIPMENT	5,124	17,500	0	2,500	2,500	2,500	0	0	-15,000	-85.71
Heavy Equipment Rental											
01-3101-52201	MOTOR FUELS	56,237	55,500	15,139	55,500	52,500	52,500	0	0	-3,000	-5.41
5,000 gallons unleaded fuel @ \$2.70/gallon = \$13,500											
13,000 gallons diesel fuel @ \$3.00/gallon = \$ 39,000											
01-3101-52204	PARTS AND REPAIRS	103,309	95,000	41,254	95,000	100,000	97,500	0	0	2,500	2.63
(TOWN MANAGER REDUCED)											
01-3101-52207	GIS - GEOGRAPHIC INFORMATION SYSTEM	1,125	2,250	825	2,250	0	0	0	0	-2,250	-100.00
Beginning FY 16/17, consolidation of all GIS Development Accts, -52207, rolled into 01-3501-52207, under Engineering Dept.											
01-3101-52231	OFFICE SUPPLIES	200	200	0	200	200	200	0	0	0	0.00

Town of Avon  
Town Manager's Budget Detail  
Fiscal Year 2016/2017

<u>Account#</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Actual YTD</u>	<u>2016 Est. Actual</u>	<u>Department Head</u>	<u>Town Manager</u>	<u>Town Council</u>	<u>Board of Finance</u>	<u>Incl/Dec</u>	<u>%</u>
01-3101-52232	MATERIALS AND TOOLS	5,500	4,250	2,812	4,250	5,150	4,250	0	0	0	0.00
	Misc. Hand Tools, \$900										
	Weed Wacker, \$300										
	Brooms & Shovels, \$450										
	Chain Saws, \$2,000										
	Cut Off Saw, \$750										
	Leaf Blowers, \$750										
01-3101-52238	UNIFORMS	2,760	3,235	1,477	3,235	3,235	3,235	0	0	0	0.00
	Work Boots 10 Pair @225=\$2,225										
	Rubber Boots, \$110										
	Rain Gear, \$150, Gloves, \$250										
	Cold Weather Gear, \$500										
01-3101-52239	MATERIALS-OTHER	67,761	65,600	26,296	65,600	65,600	65,600	0	0	0	0.00
	Top Soil, \$7,200										
	Silt Barrier Mat, \$1,000										
	Barricades, \$700										
	Lumber, \$400										
	Drainage Structures, \$15,000										
	Traffic Signs & Markings, \$7,000										
	<b>_Total HIGHWAYS</b>	<b>1,881,265</b>	<b>1,940,748</b>	<b>996,885</b>	<b>746,464</b>	<b>2,006,671</b>	<b>1,990,598</b>	<b>0</b>	<b>0</b>	<b>49,850</b>	<b>3</b>
	<b>_Total_3101 ROADWAYS</b>	<b>1,881,265</b>	<b>1,940,748</b>	<b>996,885</b>	<b>746,464</b>	<b>2,006,671</b>	<b>1,990,598</b>	<b>0</b>	<b>0</b>	<b>49,850</b>	<b>3</b>





## 432.01 SOLID WASTE DISPOSAL

### PROGRAM DESCRIPTION

This activity provides for the operation of the Town's Sanitary Landfill in accordance with regulations established and enforced by the State Department of Energy and Environmental Protection.

### PROGRAM COMMENTARY

In order to reduce the amount of solid waste being processed and paid for by the Town, the Avon Landfill continues to increase its recycling efforts. With the enactment of the CT. Mattress Recycling Program as of May, 2015, the Town of Avon Landfill has implemented an initiative to help achieve this goal by becoming a Participating Collection Site. The Landfill also continues its prior initiatives: Electronics Recycling (E-Waste), Single Stream Recycling, the compaction of contents within containers and a paint program, initiated by the State, which the Town joined in order to assist the residents in disposing of their paint products. The CRRA Municipal Solid Waste tipping fee for fiscal year 2016/2017 is budgeted at \$66/ton.

### PERFORMANCE MEASURES

<b>WORKLOAD MEASURES</b>	<b>2012/ 2013</b>	<b>2013/ 2014</b>	<b>2014/ 2015</b>	<b>Est. 2015/ 2016</b>	<b>Proj. 2016/ 2017</b>
Permits					
Residential	690	674	670	675	675
Senior	667	650	662	665	665
One day permits	1	7	10	4	4
Recycling	<u>333</u>	<u>295</u>	<u>295</u>	<u>300</u>	<u>300</u>
Total Permits	1,691	1,626	1,637	1,644	1,644
<u>Disposal Tonnage</u>					
Metal	90	52	26	40	40
Single Stream Recycling	450	398	395	400	400
Annual Tonnage CRRA Plant	1,291	1,260	1,248	1,250	1,250
Annual Tonnage Construction & Demolition Debris	227	198	235	250	250
Bulky Waste (Brush/Yards)	965	935	1,025	1,000	1,000
<b>Revenue Collected</b>					
Permit Fees	142,730	138,834	139,545	140,000	140,000
User Fees	29,470	24,037	26,772	27,000	27,000
Salvage Sales	<u>15,873</u>	<u>14,597</u>	<u>7,057</u>	<u>10,000</u>	<u>10,000</u>
Total Revenue	189,073	177,468	173,374	177,000	177,000
<b>PERSONNEL</b>					
Full-time	0	0	0	0	0
Part-time	3	3	3	3	3

Town of Avon  
Town Manager's Budget Summary  
Fiscal Year 2016/2017

<u>Account and Description</u>	2015	2016	2016	2016	Department			Board		<u>%</u>
	<u>Actual</u>	<u>Budget</u>	<u>Actual YTD</u>	<u>Est. Actual</u>	<u>Head</u>	<u>Town Manager</u>	<u>Town Council</u>	<u>of Finance</u>	<u>Inc/Dec</u>	
3201 SOLID WASTE DISPO										
PERSONAL SERVICES										
WAGES & SALARIES	52,371	64,576	33,590	0	112,139	66,425	0	0	1,849	2.86
EMPLOYEE BENEFITS	36,577	45,214	1,661	38,840	61,561	49,791	0	0	4,577	10.12
<u>_Total_PERSONAL SERVICES</u>	<u>88,948</u>	<u>109,790</u>	<u>35,251</u>	<u>38,840</u>	<u>173,700</u>	<u>116,216</u>	<u>0</u>	<u>0</u>	<u>6,426</u>	<u>6</u>
SERVICES & SUPPLIES										
EMPLOYEE BENEFITS	87,219	63,553	62,645	55,721	68,710	61,784	0	0	-1,769	-2.78
AUTO ALLOWANCE	0	50	0	50	50	50	0	0	0	0.00
TRAVEL & MEETING EXP	0	70	0	70	70	70	0	0	0	0.00
ADVERTISING	100	100	0	100	100	100	0	0	0	0.00
RECRUITMENT & TRAINING	0	120	0	120	120	120	0	0	0	0.00
UTILITIES	1,000	1,200	258	1,200	1,200	1,200	0	0	0	0.00
CONTRACTUAL SERV & PRINTING	121,819	171,587	148,265	171,587	174,487	174,487	0	0	2,900	1.69
EQUIPMENT OPER & MAINT	10,000	14,850	2,929	14,850	14,350	14,350	0	0	-500	-3.37
REPAIRS & MAINTENANCE	24,723	29,000	22,548	29,000	39,000	33,000	0	0	4,000	13.79
MATERIALS AND SUPPLIES	275	475	64	475	475	475	0	0	0	0.00
<u>_Total_SERVICES &amp; SUPPLIES</u>	<u>245,136</u>	<u>281,005</u>	<u>236,709</u>	<u>273,173</u>	<u>298,562</u>	<u>285,636</u>	<u>0</u>	<u>0</u>	<u>4,631</u>	<u>2</u>
<u>_Total_3201 SOLID WASTE DISPOSAL</u>	<u>334,084</u>	<u>390,795</u>	<u>271,960</u>	<u>312,013</u>	<u>472,262</u>	<u>401,852</u>	<u>0</u>	<u>0</u>	<u>11,057</u>	<u>3</u>

Town of Avon  
Town Manager's Budget Detail  
Fiscal Year 2016/2017

Account#	Description	2015 Actual	2016 Budget	2016 Actual YTD	2016 Est. Actual	Department Head	Town Manager	Town Council	Board of Finance	Incl/Dec	%
01-3201-51011	REG FULL TIME	0	5,800	0	0	6,000	6,000	0	0	200	3.45
01-3201-51012	REG PART TIME	35,208	36,816	21,713	0	83,479	37,765	0	0	949	2.58
01-3201-51013	TEMPORARY FULL TIME	0	4,060	0	0	4,260	4,260	0	0	200	4.93
01-3201-51015	OVERTIME	17,163	17,900	11,877	0	18,400	18,400	0	0	500	2.79
01-3201-51031	FICA	2,673	4,942	1,661	0	8,579	5,082	0	0	140	2.83
01-3201-51032	RETIREMENT	57,149	59,600	59,180	55,564	61,008	56,972	0	0	-2,628	-4.41
01-3201-51033	HOSPITALIZATION	21,050	0	0	0	0	0	0	0	0	0.00
01-3201-51036	WORK COMP	8,859	3,796	3,370	0	7,537	4,647	0	0	851	22.42
01-3201-51038	DEFINED CONTRIBUTION	0	1,432	0	0	1,472	1,472	0	0	40	2.79
01-3201-51039	RETIREE HEALTH	33,904	38,840	0	38,840	51,510	43,237	0	0	4,397	11.32
01-3201-51040	LIFE/LTD INSURANCE	161	157	95	157	165	165	0	0	8	5.10
01-3201-52111	MILEAGE & TOLLS	0	50	0	50	50	50	0	0	0	0.00
01-3201-52113	MEALS	0	70	0	70	70	70	0	0	0	0.00
01-3201-52129	ADVERTISING-OTHER	100	100	0	100	100	100	0	0	0	0.00
01-3201-52155	PROFESSIONAL DEVELOPMENT	0	120	0	120	120	120	0	0	0	0.00
01-3201-52176	TELEPHONE	1,000	1,200	258	1,200	1,200	1,200	0	0	0	0.00
Includes DSL											
01-3201-52184	SERVICE & CONSULTANT	10,998	13,237	6,808	13,237	13,237	13,237	0	0	0	0.00
Household Hazardous Waste Days (2), \$9,000 Permit Fees, \$1,650 DEP Permit Fee, \$187 CCSWA Membership Fees, \$2,400											
01-3201-52185	GENERAL SERVICE	844	800	234	800	800	800	0	0	0	0.00
Clean Waste Oil Furnace											
01-3201-52188	UNIFORM CLEANING & R	150	150	0	150	150	150	0	0	0	0.00
T-shirts, \$150											
01-3201-52189	SERVICES - OTHER	109,827	157,400	141,223	157,400	160,300	160,300	0	0	2,900	1.84
MSW, Non-MSW, Recycling Disposal, includes 250 pulls @ \$150 per pull, \$37,500 950 Tons MSW & \$66/Ton = \$62,700 Non-MSW Disposal, \$40,500 Rental of compactors @ \$800/mo.											
01-3201-52201	MOTOR FUELS	0	4,850	0	4,850	4,350	4,350	0	0	-500	-10.31
500 gallons unleaded fuel @ \$2.70 per gallon = \$1,350 1,000 gallons diesel fuel @ \$3.00 per gallon = \$3,000											
01-3201-52204	PARTS AND REPAIRS	10,000	10,000	2,929	10,000	10,000	10,000	0	0	0	0.00
01-3201-52212	BUILDINGS	1,562	2,000	248	2,000	12,000	6,000	0	0	4,000	200.00
Roof Repair & Improvements to Main Office (TOWN MANAGER REDUCED)											
01-3201-52213	LAND	23,161	27,000	22,300	27,000	27,000	27,000	0	0	0	0.00
Storm water testing, \$1,000 Monitor Wells/Sparging Expansion, \$22,000 Hillside Mowing, \$4,000											
01-3201-52232	MATERIALS AND TOOLS	0	200	64	200	200	200	0	0	0	0.00
Misc. Hand Tools, Hardware, Brooms											
01-3201-52238	UNIFORMS	275	275	0	275	275	275	0	0	0	0.00
Winter Gear, \$75 Rain Gear, \$140 Gloves, \$60											
<b>Total_SANITATION</b>		<b>334,084</b>	<b>390,795</b>	<b>271,960</b>	<b>312,013</b>	<b>472,262</b>	<b>401,852</b>	<b>0</b>	<b>0</b>	<b>11,057</b>	<b>3</b>
<b>Total_3201 SOLID WASTE DISPOSAL</b>		<b>334,084</b>	<b>390,795</b>	<b>271,960</b>	<b>312,013</b>	<b>472,262</b>	<b>401,852</b>	<b>0</b>	<b>0</b>	<b>11,057</b>	<b>3</b>

Town of Avon  
Personnel Wage Analysis

<u>Account</u>	<u>Position Description</u>	<u>Employee</u>	<u>%</u>	<u>Step</u>	<u>Hours</u>	<u>HR Rate</u>	<u>Annual</u>	<u>Total</u>
<b>3201</b>								
01-3201-51011	Crew Leader	Crew Leader Coll & Disp	100%					6,000
<b>01-3201-51011</b>								<b>6,000</b>
01-3201-51012	Landfill Assistant	Arnold Bonini	100%	1E	468	18.5435	8,678	8,678
01-3201-51012	Landfill Assistant	Edward Ege	100%	1E	650	18.5435	12,052	12,052
01-3201-51012	Landfill Assistant	Landfill Assistant	100%	1A	650	16.7994	10,919	10,919
01-3201-51012	Landfill Assistant	Landfill Assistant	100%	1A	364	16.7994	6,116	6,116
<b>01-3201-51012</b>								<b>37,765</b>
01-3201-51013	Seasonal Laborer	Laborers	100%				18,525	4,260
<b>01-3201-51013</b>								<b>4,260</b>
01-3201-51015	Overtime	Overtime	100%					18,400
<b>01-3201-51015</b>								<b>18,400</b>
<b>Total 3201</b>								<b><u>66,425</u></b>

## **433.01 MACHINERY AND EQUIPMENT**

### **PROGRAM DESCRIPTION**

This activity reflects the Personal Services (labor) for the cost of acquisition, repair, maintenance, and disposal of all vehicles and equipment in the Police, Fire, Highway, Buildings & Grounds, Solid Waste, Parks, and School Departments, as well as the cost of operating equipment necessary to service these departments and divisions. In fiscal year 2016/2017, personnel includes a (1) Foreman and (3) Mechanic III.

### **PROGRAM COMMENTARY**

The Machinery & Equipment (M&E) Division's philosophy is to maintain a preventative maintenance program to decrease unscheduled repairs and down time of the Town's fleet.

### **PERFORMANCE MEASURES**

<b>WORKLOAD MEASURES</b>	<b>2012/ 2013</b>	<b>2013/ 2014</b>	<b>2014/ 2015</b>	<b>Est. 2015/ 2016</b>	<b>Proj. 2016/ 2017</b>
Vehicles	80	81	81	81	81
Equipment	88	91	90	91	91
Total # of Fleet	168	172	171	172	172
Corrective Maintenance	516	536	653	600	600
Preventative Maintenance	125	110	139	140	140
<b>PERSONNEL</b>					
Full-time	4	4	4	4	4

Town of Avon  
Town Manager's Budget Summary  
Fiscal Year 2016/2017

Account and Description	2015	2016	2016	2016	Department		Board			%
	Actual	Budget	Actual YTD	Est. Actual	Head	Town Manager	Town Council	of Finance	Inc/Dec	
3301 MACHINERY & EQUIP										
PERSONAL SERVICES										
WAGES & SALARIES	311,001	316,209	185,561	0	328,321	328,321	0	0	12,112	3.83
EMPLOYEE BENEFITS	103,905	113,484	28,698	60,967	135,641	122,654	0	0	9,170	8.08
<b>_Total_PERSONAL SERVICES</b>	<b>414,906</b>	<b>429,693</b>	<b>214,259</b>	<b>60,967</b>	<b>463,962</b>	<b>450,975</b>	<b>0</b>	<b>0</b>	<b>21,282</b>	<b>5</b>
SERVICES & SUPPLIES										
EMPLOYEE BENEFITS	70,664	83,685	12,601	650	63,114	90,317	0	0	6,632	7.93
AUTO ALLOWANCE	30	75	0	75	75	75	0	0	0	0.00
TRAVEL & MEETING EXP	0	350	0	350	350	350	0	0	0	0.00
BOOKS & PERIODICALS	1,500	3,000	640	3,000	3,000	3,000	0	0	0	0.00
RECRUITMENT & TRAINING	25	1,200	0	1,200	1,200	1,200	0	0	0	0.00
CONTRACTUAL SERV & PRINTING	5,588	7,215	4,034	7,215	9,934	9,934	0	0	2,719	37.69
RENTALS	450	450	0	450	450	450	0	0	0	0.00
EQUIPMENT OPER & MAINT	40,200	56,233	21,714	56,233	52,870	52,870	0	0	-3,363	-5.98
MATERIALS AND SUPPLIES	20,963	14,000	4,017	14,000	14,000	14,000	0	0	0	0.00
<b>_Total_SERVICES &amp; SUPPLIES</b>	<b>139,420</b>	<b>166,208</b>	<b>43,006</b>	<b>83,173</b>	<b>144,993</b>	<b>172,196</b>	<b>0</b>	<b>0</b>	<b>5,988</b>	<b>4</b>
CAPITAL OUTLAY										
CAPITAL EQUIP EXP	4,637	1,700	0	1,700	1,700	1,700	0	0	0	0.00
<b>_Total_CAPITAL OUTLAY</b>	<b>4,637</b>	<b>1,700</b>	<b>0</b>	<b>1,700</b>	<b>1,700</b>	<b>1,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>_Total_3301 MACHINERY &amp; EQUIP</b>	<b>558,963</b>	<b>597,601</b>	<b>257,265</b>	<b>145,840</b>	<b>610,655</b>	<b>624,871</b>	<b>0</b>	<b>0</b>	<b>27,270</b>	<b>5</b>

Town of Avon  
Town Manager's Budget Detail  
Fiscal Year 2016/2017

Account#	Description	2015 Actual	2016 Budget	2016 Actual YTD	2016 Est. Actual	Department Head	Town Manager	Town Council	Board of Finance	Inc/Dec	%
01-3301-51011	REG FULL TIME	281,625	296,629	180,563	0	308,211	308,211	0	0	11,582	3.90
01-3301-51015	OVERTIME	29,376	19,580	4,998	0	20,110	20,110	0	0	530	2.71
01-3301-51031	FICA	25,004	25,617	13,961	0	26,618	26,618	0	0	1,001	3.91
01-3301-51033	HOSPITALIZATION	57,692	67,138	0	0	44,287	70,831	0	0	3,693	5.50
01-3301-51034	DENTAL INS	3,822	3,830	1,496	0	3,916	3,916	0	0	86	2.25
01-3301-51036	WORK COMP	8,484	12,067	10,711	0	14,228	14,887	0	0	2,820	23.37
01-3301-51038	DEFINED CONTRIBUTION	25,682	26,900	14,737	0	28,167	28,167	0	0	1,267	4.71
01-3301-51039	RETIREE HEALTH	53,219	60,967	0	60,967	80,856	67,869	0	0	6,902	11.32
01-3301-51040	LIFE/LTD INSURANCE	666	650	394	650	683	683	0	0	33	5.08
01-3301-52111	MILEAGE & TOLLS	30	75	0	75	75	75	0	0	0	0.00
01-3301-52112	LODGING	0	250	0	250	250	250	0	0	0	0.00
01-3301-52113	MEALS	0	100	0	100	100	100	0	0	0	0.00
01-3301-52141	BOOKS & PERIODICALS	1,500	3,000	640	3,000	3,000	3,000	0	0	0	0.00
On Line Repair Manual, 1 Year											
CD Subscription Cars/Light Trucks, \$1,500											
1 Year CD Subscription Heavy Trucks, \$1,250											
ASC Training, \$250											
01-3301-52155	PROFESSIONAL DEVELOPMENT	25	1,200	0	1,200	1,200	1,200	0	0	0	0.00
Training Tapes for Equipment and Repair Techniques, \$200											
Personnel Training, \$800											
ACE Certification, \$200											
01-3301-52185	GENERAL SERVICE	4,193	5,720	2,887	5,720	8,400	8,400	0	0	2,680	46.85
Uran Oil removal, \$200											
Emission Testing, \$700											
Cleaning Tank Services & Annual Testing, \$2,000											
Lift Inspections, \$1,100 (OSHA Requirement)											
01-3301-52188	UNIFORM CLEANING & R	1,395	1,495	1,147	1,495	1,534	1,534	0	0	39	2.61
52 weeks @22.20/week = \$1,154 (4 men @\$5.55/wk, includes jackets)											
Misc., \$190											
T-Shirts, \$190											
01-3301-52193	COPIER	450	450	0	450	450	450	0	0	0	0.00
01-3301-52201	MOTOR FUELS	1,483	2,450	817	2,450	2,100	2,100	0	0	-350	-14.29
700 gallons diesel fuel @ \$3.00 per gallon = \$2,100											
01-3301-52202	MOTOR OIL	16,019	20,100	5,619	20,100	20,100	20,100	0	0	0	0.00
01-3301-52203	TIRES	11,674	24,170	7,737	24,170	24,170	24,170	0	0	0	0.00
01-3301-52204	PARTS AND REPAIRS	5,530	2,450	1,925	2,450	2,450	2,450	0	0	0	0.00
01-3301-52205	OFFICE MACHINERY MAI	3,709	4,050	3,766	4,050	4,050	4,050	0	0	0	0.00
Dossier Software Maintenance, \$1,900											
Fuel Master, \$1,650											
AIM's Maintenance, \$500											
01-3301-52206	COMPUTER OPERATION	1,785	3,013	1,850	3,013	0	0	0	0	-3,013	-100.00
Beginning FY 16/17, line item has been consolidated to account 01-1920-52206, IT Computer Operations.											
01-3301-52232	MATERIALS AND TOOLS	13,008	4,600	1,368	4,600	4,600	4,600	0	0	0	0.00
Misc. Wrenches, Pliers, Hammers, Drills, Files, Screwdrivers, Handles, Saw Blades, and Welding Parts											
01-3301-52236	AUTOMOTIVE	5,687	6,900	2,424	6,900	6,900	6,900	0	0	0	0.00
Rags, Towels, Soap, \$550											
Welding Rods & Tips, \$700											
Welding Gases & Oxy, \$600											
Grind Wheel & Disc, \$300											
Paint & Primer, \$1,400											
Cleaning Compound, \$550											

Town of Avon  
Town Manager's Budget Detail  
Fiscal Year 2016/2017

<u>Account#</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Actual YTD</u>	<u>2016 Est. Actual</u>	<u>Department Head</u>	<u>Town Manager</u>	<u>Town Council</u>	<u>Board of Finance</u>	<u>Incl/Dec</u>	<u>%</u>
01-3301-52238	UNIFORMS	2,268	2,500	225	2,500	2,500	2,500	0	0	0	0.00
	Eye and Ear Protection, \$250										
	Safety Boots, 4 @ \$225ea = \$900										
	Gloves, \$240										
	First Aid Supplies, \$640										
	Painting & Sand Blasting Supplies & Face Shields, \$300										
01-3301-53312	MAINT EQUIP	4,637	1,700	0	1,700	1,700	1,700	0	0	0	0.00
	Install Exhaust Hood (OSHA Requirement) for Welding Area, \$1,700										
	<u>Total MACHINERY &amp; EQUIPMENT</u>	<u>558,963</u>	<u>597,601</u>	<u>257,265</u>	<u>145,840</u>	<u>610,655</u>	<u>624,871</u>	<u>0</u>	<u>0</u>	<u>27,270</u>	<u>5</u>
	<u>Total 3301 MACHINERY &amp; EQUIP</u>	<u>558,963</u>	<u>597,601</u>	<u>257,265</u>	<u>145,840</u>	<u>610,655</u>	<u>624,871</u>	<u>0</u>	<u>0</u>	<u>27,270</u>	<u>5</u>

Town of Avon  
Personnel Wage Analysis

<u>Account</u>	<u>Position Description</u>	<u>Employee</u>	<u>%</u>	<u>Step</u>	<u>Hours</u>	<u>HR Rate</u>	<u>Annual</u>	<u>Total</u>
<b>3301</b>								
01-3301-51011	Crew Leader	Crew Leader M & E	100%				68,993	1,600
01-3301-51011	Mechanic III	Adam Umberger	100%	E	2,080	36.1986	75,293	75,293
01-3301-51011	Mechanic III	John Neddermann	100%	E	2,080	36.1986	75,293	75,293
01-3301-51011	Mechanic III	Timothy Grouten	100%	E	2,080	36.4986	75,293	75,293
01-3301-51011	Supt Of Mach & Equip	Michael Moran	100%	E	2,080	38.8134	80,732	80,732
<b>01-3301-51011</b>								<b>308,211</b>
01-3301-51015	Overtime	Overtime	100%					20,110
<b>01-3301-51015</b>								<b>20,110</b>
<b>Total 3301</b>								<b><u>328,321</u></b>



# 434.01 BUILDINGS AND GROUNDS

## PROGRAM DESCRIPTION

This activity reflects the cost of personnel and contractual services for inside maintenance of specified town-owned buildings and adjacent grounds, including the Public Works Facility.

## PROGRAM COMMENTARY

The Buildings & Grounds (B&G) budget reflects an increase in the Avon Mountain Median Maintenance. Another change is that the name of the Land Account has been changed to Grounds to better reflect the purpose of the functions within this account. Other expenses in the fiscal year 2016/2017 budget have remained level funded.

## PERFORMANCE MEASURES

WORKLOAD MEASURES	2012/ 2013	2013/ 2014	2014/ 2015	Est. 2015/ 2016	Proj. 2016/ 2017
<b><u>Town Properties (Sq. Ft. / Buildings)</u></b>					
Town Complex	37,272	37,272	37,272	37,272	37,272
Public Works	16,307	16,307	16,307	16,307	16,307
Library	41,000	41,000	41,000	41,000	41,000
Countryside Park	2,784	2,784	2,784	2,784	2,784
Firehouses	20,565	20,565	20,565	20,565	20,565
Senior Center	8,400	8,400	8,400	8,400	8,400
Dog Pound	780	780	780	780	780
Transfer Station	2,320	2,320	2,320	2,320	2,320
The Living Museum	807	807	807	807	807
Sycamore Hills Bath House	2,014	2,014	2,014	2,014	2,014
99 Thompson Rd. Storage Bldg.	7,000	7,000	7,000	7,000	7,000
<b>Total Square Feet</b>	<b>139,249</b>	<b>139,249</b>	<b>139,249</b>	<b>139,249</b>	<b>139,249</b>
<b>Maintenance</b>					
Work Orders Managed	824	920	899	920	920
Field Mowing (Hours)	437	440	637	650	650
Field Line Painting	148	140	260	300	300
Baseball/Softball Maintenance <i>Drag &amp; Lines</i>	557	390	273	300	300
Turf Maintenance – <i>Weed, Pest Control &amp; Restoration</i>	595	406	341	350	350
Field Setups (Nets/Goals)*			114	120	120
<b>PERSONNEL</b>					
Full-Time	5	5	5	5	5

\*New Workload Measure

Town of Avon  
Town Manager's Budget Summary  
Fiscal Year 2016/2017

<u>Account and Description</u>	2015	2016	2016	2016	Department		Board			<u>%</u>
	<u>Actual</u>	<u>Budget</u>	<u>Actual YTD</u>	<u>Est. Actual</u>	<u>Head</u>	<u>Town Manager</u>	<u>Town Council</u>	<u>of Finance</u>	<u>Incl/Dec</u>	
3401 BUILDING & GROUND										
PERSONAL SERVICES										
WAGES & SALARIES	380,986	403,722	226,005	0	499,202	420,439	0	0	16,717	4.14
EMPLOYEE BENEFITS	78,151	84,874	30,629	30,057	108,739	90,761	0	0	5,887	6.94
<b>_Total_PERSONAL SERVICES</b>	<b>459,137</b>	<b>488,596</b>	<b>256,634</b>	<b>30,057</b>	<b>607,941</b>	<b>511,200</b>	<b>0</b>	<b>0</b>	<b>22,604</b>	<b>5</b>
SERVICES & SUPPLIES										
EMPLOYEE BENEFITS	367,517	367,436	254,697	223,127	398,259	362,162	0	0	-5,274	-1.44
AUTO ALLOWANCE	24	150	0	150	150	150	0	0	0	0.00
TRAVEL & MEETING EXP	91	150	0	150	150	150	0	0	0	0.00
MEMBERSHIP FEES	73	300	0	300	300	300	0	0	0	0.00
BOOKS & PERIODICALS	0	80	0	80	80	80	0	0	0	0.00
RECRUITMENT & TRAINING	190	200	0	200	200	200	0	0	0	0.00
UTILITIES	383,669	411,200	180,503	411,200	415,400	414,200	0	0	3,000	0.73
CONTRACTUAL SERV & PRINTING	11,700	9,817	9,376	9,817	14,855	14,855	0	0	5,038	51.32
RENTALS	1,149	1,100	500	1,100	1,100	1,100	0	0	0	0.00
EQUIPMENT OPER & MAINT	47,654	47,650	15,635	47,650	46,450	46,450	0	0	-1,200	-2.52
REPAIRS & MAINTENANCE	423,501	457,055	397,304	457,055	461,655	461,655	0	0	4,600	1.01
POSTAGE	89	100	0	100	100	100	0	0	0	0.00
MATERIALS AND SUPPLIES	15,510	13,575	11,113	13,575	15,575	15,575	0	0	2,000	14.73
<b>_Total_SERVICES &amp; SUPPLIES</b>	<b>1,251,167</b>	<b>1,308,813</b>	<b>869,128</b>	<b>1,164,504</b>	<b>1,354,274</b>	<b>1,316,977</b>	<b>0</b>	<b>0</b>	<b>8,164</b>	<b>1</b>
CAPITAL OUTLAY										
CAPITAL EQUIP EXP	1,085	1,950	498	1,950	1,950	1,950	0	0	0	0.00
<b>_Total_CAPITAL OUTLAY</b>	<b>1,085</b>	<b>1,950</b>	<b>498</b>	<b>1,950</b>	<b>1,950</b>	<b>1,950</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>_Total_3401 BUILDING &amp; GROUNDS</b>	<b>1,711,389</b>	<b>1,799,359</b>	<b>1,126,260</b>	<b>1,196,511</b>	<b>1,964,165</b>	<b>1,830,127</b>	<b>0</b>	<b>0</b>	<b>30,768</b>	<b>2</b>

Town of Avon  
Town Manager's Budget Detail  
Fiscal Year 2016/2017

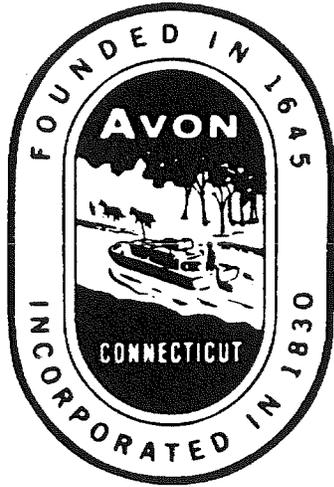
Account#	Description	2015 Actual	2016 Budget	2016 Actual YTD	2016 Est. Actual	Department Head	Town Manager	Town Council	Board of Finance	Inc/Dec	%
01-3401-51011	REG FULL TIME	319,941	328,762	202,443	0	422,322	343,559	0	0	14,797	4.50
01-3401-51013	TEMPORARY FULL TIME	14,514	35,680	12,086	0	36,540	36,540	0	0	860	2.41
01-3401-51015	OVERTIME	46,531	39,280	11,476	0	40,340	40,340	0	0	1,060	2.70
01-3401-51031	FICA	28,136	30,434	16,643	0	37,238	31,766	0	0	1,332	4.38
01-3401-51032	RETIREMENT	229,214	238,397	236,717	222,254	244,030	227,887	0	0	-10,510	-4.41
01-3401-51033	HOSPITALIZATION	115,503	106,231	0	0	122,397	106,223	0	0	-8	-0.01
01-3401-51034	DENTAL INS	4,842	5,597	2,948	0	6,934	5,728	0	0	131	2.34
01-3401-51036	WORK COMP	17,064	16,338	14,503	0	23,981	21,407	0	0	5,069	31.03
01-3401-51038	DEFINED CONTRIBUTION	23,778	24,383	13,986	0	31,639	25,535	0	0	1,152	4.72
01-3401-51039	RETIREE HEALTH	26,237	30,057	0	30,057	39,862	33,460	0	0	3,403	11.32
01-3401-51040	LIFE/STD INSURANCE	894	873	529	873	917	917	0	0	44	5.04
01-3401-52111	MILEAGE & TOLLS	24	150	0	150	150	150	0	0	0	0.00
01-3401-52113	MEALS	91	150	0	150	150	150	0	0	0	0.00
01-3401-52131	FEES-PROFESSIONAL	73	300	0	300	300	300	0	0	0	0.00
CT Parks Assoc., \$25 Prof. Ground Keepers, \$65 Cl. Grnd Keepers Conf., \$140 New England Parks Assoc., \$25 (2) Fer. License Fees, \$45											
01-3401-52141	BOOKS & PERIODICALS	0	80	0	80	80	80	0	0	0	0.00
Misc. Hand Books											
01-3401-52155	PROFESSIONAL DEVELOPMENT	190	200	0	200	200	200	0	0	0	0.00
01-3401-52171	WATER	33,359	34,000	26,530	34,000	34,000	34,000	0	0	0	0.00
All Municipal Buildings											
01-3401-52172	NATURAL GAS	55,028	76,200	15,740	76,200	76,200	76,200	0	0	0	0.00
All Municipal Buildings (includes propane)											
01-3401-52173	SEWERS	3,780	5,000	4,248	5,000	5,000	5,000	0	0	0	0.00
All Municipal Buildings											
01-3401-52174	HEATING OIL	16,205	13,800	2,560	13,800	15,000	13,800	0	0	0	0.00
Fire Company 2 Fire Company 4 Countryside Park Landfill (TOWN MANAGER REDUCED)											
01-3401-52175	ELECTRIC	261,077	272,200	124,915	272,200	272,200	272,200	0	0	0	0.00
All Municipal Buildings											
01-3401-52176	TELEPHONE	14,220	10,000	6,781	10,000	13,000	13,000	0	0	3,000	30.00
Public Works Building, MH Rhodes Alarm Line											
01-3401-52185	GENERAL SERVICE	0	0	40	0	0	0	0	0	0	0.00
01-3401-52188	UNIFORM CLEANING & R	1,700	1,817	1,336	1,817	1,855	1,855	0	0	38	2.09
52 Weeks @ \$23.65/wk = \$1,230 (5 men @ \$4.73 / wk) Misc., \$350 T-Shirts, \$275											
01-3401-52189	SERVICES - OTHER	10,000	8,000	8,000	8,000	13,000	13,000	0	0	5,000	62.50
Avon Mountain Median Maintenance											
01-3401-52193	COPIER	450	600	0	600	600	600	0	0	0	0.00
01-3401-52194	EQUIPMENT	699	500	500	500	500	500	0	0	0	0.00
Rental Equipment: Sod Cutter, \$500											
01-3401-52201	MOTOR FUELS	21,580	22,650	9,333	22,650	21,450	21,450	0	0	-1,200	-5.30
3,500 gallons unleaded fuel @ \$2.70 per gallon = \$9,450 4,000 gallons diesel fuel @ \$3.00 per gallon - \$12,000											
01-3401-52204	PARTS AND REPAIRS	26,074	25,000	6,302	25,000	25,000	25,000	0	0	0	0.00

Town of Avon  
Town Manager's Budget Detail  
Fiscal Year 2016/2017

Account#	Description	2015 Actual	2016 Budget	2016 Actual YTD	2016 Est. Actual	Department Head	Town Manager	Town Council	Board of Finance	Inc/Dec	%
01-3401-52212	BUILDINGS	217,632	247,805	207,302	247,805	247,805	247,805	0	0	0	0.00
CONTRACTUAL SERVICES: Cleaning Services, \$98,485 HVAC, \$30,000 Elevator Maint., \$6,000 Refuse Collection, \$15,000 Generator Maint., \$7,500											
01-3401-52213	LAND	205,869	209,250	190,002	209,250	213,850	213,850	0	0	4,600	2.20
CONTRACTUAL SERVICES: Grounds Maint, \$55,335 Grounds Fertilization, \$6,295 Snow Removal, \$102,250 Irrigation \$1,980											
01-3401-52221	POSTAGE	89	100	0	100	100	100	0	0	0	0.00
01-3401-52231	OFFICE SUPPLIES	200	200	125	200	200	200	0	0	0	0.00
01-3401-52232	MATERIALS AND TOOLS	2,008	2,000	961	2,000	2,000	2,000	0	0	0	0.00
Misc. Hand Tools											
01-3401-52238	UNIFORMS	1,775	2,375	1,036	2,375	2,375	2,375	0	0	0	0.00
Work Boots, 5 pairs @ \$225 ea., \$1,125 Gloves/Safety Equipment, \$1,250											
01-3401-52239	MATERIALS-OTHER	11,527	9,000	8,991	9,000	11,000	11,000	0	0	2,000	22.22
Misc. Lumber, \$1,250 Landscaping Supplies, \$1,000 Misc., Supplies, \$1,500 Trap Rock & Stone Dust, \$1,250 Irrigation Repairs, \$6,000											
01-3401-53312	MAINT EQUIP	1,085	1,950	498	1,950	1,950	1,950	0	0	0	0.00
Chain Saw, Weed Whip, Leaf Blower											
<b>_Total_ BUILDINGS &amp; GROUNDS</b>		<b>1,711,389</b>	<b>1,799,359</b>	<b>1,126,531</b>	<b>1,196,511</b>	<b>1,964,165</b>	<b>1,830,127</b>	<b>0</b>	<b>0</b>	<b>30,768</b>	<b>2</b>
<b>_Total_ 3401 BUILDING &amp; GROUNDS</b>		<b>1,711,389</b>	<b>1,799,359</b>	<b>1,126,531</b>	<b>1,196,511</b>	<b>1,964,165</b>	<b>1,830,127</b>	<b>0</b>	<b>0</b>	<b>30,768</b>	<b>2</b>

Town of Avon  
Personnel Wage Analysis

<u>Account</u>	<u>Position Description</u>	<u>Employee</u>	<u>%</u>	<u>Step</u>	<u>Hours</u>	<u>HR Rate</u>	<u>Annual</u>	<u>Total</u>
<b>3401</b>								
01-3401-51011	Crew Leader	Crew Leader B & G	100%				1,600	
01-3401-51011	Maintainer III	Craig Birge	100%	F	2,080	33.1698	68,993	68,993
01-3401-51011	Maintainer III	Michael O'Hara	100%	F	2,080	33.1698	68,993	68,993
01-3401-51011	Maintainer III	Paul Hoekman	100%	F	2,080	33.1698	68,993	68,993
01-3401-51011	Maintainer III	Al Harris	56%	F	1,165	33.1698	68,993	67,744
			44%	E	915	31.8172	66,180	
01-3401-51011	Maintainer III	David Theriault	38%	F	790	33.1698	68,993	67,236
			62%	E	1,290	31.8172	66,180	
<b>01-3401-51011</b>								<b>343,559</b>
01-3401-51013	Laborer	Laborer B & G	100%				36,540	
<b>01-3401-51013</b>								<b>36,540</b>
01-3401-51015	Overtime	Overtime	100%				40,340	
<b>01-3401-51015</b>								<b>40,340</b>
<b>Total 3401</b>								<b><u>420,439</u></b>



# 435.01    ENGINEERING

## PROGRAM DESCRIPTION

The Engineering Division provides technical engineering advice to Town Agencies, Boards and Commissions, Public Works and Police, as well as to the public. It prepares engineering designs and approves plans and specifications for the construction of municipal public works improvements. Construction of roadways, sewers, and drainage is inspected to assure compliance with established standards. The Engineering Department includes administration of and provides technical support to the Sewer Department. Additionally, the Department manages the development and administration of town mapping requirements through the use of surveying techniques and equipment and Geographic Information Systems (GIS).

## PROGRAM COMMENTARY

Large development projects consumed much of the department’s time in addition to the Old Farms Road, Old Farms Bridge, Old Wheeler Lane Bridge, and numerous sewer-related projects. The design of the rehabilitation of the bridge over Roaring Brook on Old Wheeler Lane has recently been completed and we are working to get this project constructed while school is out during the summer of 2016. We also anticipate work in the coming year to include design, bid, and construction of several sewer extension projects, development of a town-wide survey control network, and numerous other initiatives. We implemented a Service Request tracking system at the beginning of this fiscal year which will facilitate record keeping and provide response to residents requesting Engineering assistance. The Department will continue with the maintenance and integration of our Pavement Management Program and Sewer Infiltration and Inflow study and mitigation. These will continue to provide critical information to prioritize maintenance and capital improvement requests. The Department is in the final phases of its scanned drawing archival and retrieval program; having scanned and cataloged all of the Town Clerk maps, assisted Planning and Zoning with their maps, and begun to catalog foundation and plot plans from the Building Department. The Department continues to publish “live” map data with two internet map viewers; one available to the public, the other for Town staff.

## PERFORMANCE MEASURES

<b>WORKLOAD MEASURES</b>	<b>2012/ 2013</b>	<b>2013/ 2014</b>	<b>2014/ 2015</b>	<b>Est. 2015/ 2016</b>	<b>Proj. 2016/ 2017</b>
I. Projects Completed					
a. Town Projects					
i. Sewers - \$ Value	0	275,000	110,000	600,000	600,000
ii. Drainage - \$ Value	0	500,000	75,000	0	20,000
iii. Roadway - \$ Value	0	20,000	0	350,000	730,000
iv. Miscellaneous - \$ Value (*)	50,000	90,000	250,000	20,000	0
<b>TOTAL TOWN PROJECTS \$</b>	<b><u>50,000</u></b>	<b><u>885,000</u></b>	<b><u>435,000</u></b>	<b><u>970,000</u></b>	<b><u>1,350,000</u></b>
b. Private Projects					
i. Road Systems					
1. Length (linear ft.)	1,500	4,100	6,741	2,182	740
2. Est. Value - \$	225,000	615,000	1,011,150	327,300	111,000
ii. Sanitary Sewers					
1. Length (linear foot)	8,000	2,000	4,520	2,450	1,070
2. Est. Value - \$	1,000,000	250,000	565,000	306,250	133,750
<b>TOTAL PRIVATE PROJECTS \$</b>	<b><u>1,225,000</u></b>	<b><u>865,000</u></b>	<b><u>1,576,150</u></b>	<b><u>633,550</u></b>	<b><u>244,750</u></b>
<b>TOTAL TOWN &amp; PRIVATE \$</b>	<b><u>1,275,000</u></b>	<b><u>1,750,000</u></b>	<b><u>2,011,150</u></b>	<b><u>1,603,550</u></b>	<b><u>1,594,750</u></b>

## 435.01 ENGINEERING, continued

II. Public Improvements					
a. Subdivision Review	4	8	48	52	52
b. Site Plan Review	15	14	20	25	25
c. Inland Wetlands Rev.	15	8	11	10	10
d. Driveway/Excavation Permits	75	90	68	50	50
e. Sewer Conn. Permits	48	53	40	50	50

### PERSONNEL

Full-Time	5	5	5	5	5
Part-Time	2	2	2	1	2

### PROGRAM OBJECTIVES

- Monitor design work on Old Farms Road/Tillotson Road to Bridge – transferred to ConnDOT
- Administer construction of Old Wheeler Lane bridge
- Complete Feasibility Study for Old Farms/Thompson Road Project and proceed with funding
- GIS System – continue development of sanitary sewer easements, FEMA flood mapping data integration, and field mobile devices
- Maintain the scanned drawing archival for Engineering and Town Clerk, finish Planning and Zoning, and complete Building Department site plan drawings
- Finish storm drainage data development (with DPW assistance)
- Develop CBYD tracking system and integrate this into permit reviews
- Provide mapping and engineering to various Town Departments and Agencies
- Provide field location of right-of-way
- Perform sight line analyses
- Design and build two sanitary sewer mainline extensions and design the interceptor replacement to the Town of Farmington

### PERFORMANCE MEASURES

Work done in the Engineering Division (Engineering Department, Sewer Department, and Geographic Information Systems) is linked to several of the Town's long-term programmatic goals, including:

- To ensure long-term fiscal stability and programmatic effectiveness by providing professional management of the Town's programs and finances
- To provide a safe, secure and pleasing environment where people can live, work and play in harmony with their surroundings

In support of these goals, the Engineering Division seeks to:

- Engineering: Review 100% of plans submitted for development, subdivision, or permitting within 5 business days – **Goal met**
- Sewer: Review and process all permit requests (Excavation/Driveway and Drain Layers) within 2 business days – **Goal met**
- GIS: Provide initial response to internal and external requests for service within one business day - **Goal met**

Town of Avon  
Town Manager's Budget Summary  
Fiscal Year 2016/2017

<u>Account and Description</u>	2015	2016	2016	2016	Department			Board		<u>%</u>
	<u>Actual</u>	<u>Budget</u>	<u>Actual YTD</u>	<u>Est. Actual</u>	<u>Head</u>	<u>Town Manager</u>	<u>Town Council</u>	<u>of Finance</u>	<u>Inc/Dec</u>	
3501 ENGINEERING										
PERSONAL SERVICES										
WAGES & SALARIES	184,108	190,619	115,582	0	205,030	201,919	0	0	11,300	5.93
EMPLOYEE BENEFITS	46,660	50,611	15,180	27,411	63,726	54,841	0	0	4,230	8.36
<b>_Total_PERSONAL SERVICES</b>	<b>230,768</b>	<b>241,230</b>	<b>130,762</b>	<b>27,411</b>	<b>268,756</b>	<b>256,760</b>	<b>0</b>	<b>0</b>	<b>15,530</b>	<b>6</b>
SERVICES & SUPPLIES										
EMPLOYEE BENEFITS	100,139	90,348	57,257	51,256	88,032	90,711	0	0	363	0.40
AUTO ALLOWANCE	0	400	116	400	400	400	0	0	0	0.00
TRAVEL & MEETING EXP	86	1,300	77	1,300	1,500	1,500	0	0	200	15.38
MEMBERSHIP FEES	1,283	1,460	1,334	1,460	1,460	1,460	0	0	0	0.00
BOOKS & PERIODICALS	103	400	163	400	400	400	0	0	0	0.00
RECRUITMENT & TRAINING	1,978	2,000	380	2,000	2,000	2,000	0	0	0	0.00
UTILITIES	789	880	406	880	880	880	0	0	0	0.00
RENTALS	3,206	3,450	1,670	3,450	3,450	3,450	0	0	0	0.00
EQUIPMENT OPER & MAINT	8,522	11,101	4,595	11,101	27,300	27,300	0	0	16,199	145.92
POSTAGE	166	300	39	300	300	300	0	0	0	0.00
MATERIALS AND SUPPLIES	1,417	2,700	1,225	2,700	2,700	2,700	0	0	0	0.00
<b>_Total_SERVICES &amp; SUPPLIES</b>	<b>117,689</b>	<b>114,339</b>	<b>67,262</b>	<b>75,247</b>	<b>128,422</b>	<b>131,101</b>	<b>0</b>	<b>0</b>	<b>16,762</b>	<b>15</b>
CAPITAL OUTLAY										
CAPITAL EQUIP EXP	500	700	396	700	1,200	1,200	0	0	500	71.43
<b>_Total_CAPITAL OUTLAY</b>	<b>500</b>	<b>700</b>	<b>396</b>	<b>700</b>	<b>1,200</b>	<b>1,200</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>71</b>
<b>_Total_3501 ENGINEERING</b>	<b>348,957</b>	<b>356,269</b>	<b>198,420</b>	<b>103,358</b>	<b>398,378</b>	<b>389,061</b>	<b>0</b>	<b>0</b>	<b>32,792</b>	<b>9</b>

Town of Avon  
Town Manager's Budget Detail  
Fiscal Year 2016/2017

Account#	Description	2015 Actual	2016 Budget	2016 Actual YTD	2016 Est. Actual	Department Head	Town Manager	Town Council	Board of Finance	Incl/Dec	%
01-3501-51011	REG FULL TIME	169,778	172,193	106,375	0	205,030	175,965	0	0	3,772	2.19
01-3501-51012	REG PART TIME	14,330	18,426	9,207	0	0	25,954	0	0	7,528	40.86
01-3501-51031	FICA	14,317	14,893	8,740	0	16,591	15,765	0	0	872	5.86
01-3501-51032	RETIREMENT	54,069	54,393	54,257	50,710	55,678	51,995	0	0	-2,398	-4.41
01-3501-51033	HOSPITALIZATION	43,914	31,757	0	0	26,868	33,504	0	0	1,747	5.50
01-3501-51034	DENTAL INS	1,573	1,975	1,180	0	2,394	2,022	0	0	47	2.38
01-3501-51036	WORK COMP	24	1,677	1,489	0	2,519	2,617	0	0	940	56.05
01-3501-51038	DEFINED CONTRIBUTION	8,085	8,307	4,840	0	11,630	8,856	0	0	549	6.61
01-3501-51039	RETIREE HEALTH	21,658	24,811	0	24,811	32,905	27,620	0	0	2,809	11.32
01-3501-51040	LIFE/LTD INSURANCE	559	546	331	546	573	573	0	0	27	4.95
01-3501-52101	ANNUAL ALLOTMENT	2,600	2,600	1,600	2,600	2,600	2,600	0	0	0	0.00
01-3501-52102	MILEAGE	0	200	0	200	200	200	0	0	0	0.00
Travel and Meeting Expense											
01-3501-52111	MILEAGE & TOLLS	0	200	116	200	200	200	0	0	0	0.00
For seminars and regional user group meetings											
01-3501-52112	LODGING	0	800	0	800	1,000	1,000	0	0	200	25.00
Lodging for conference (TOWN MANAGER REDUCED)											
01-3501-52113	MEALS	86	500	77	500	500	500	0	0	0	0.00
Meals for conference											
01-3501-52131	FEES-PROFESSIONAL	1,283	1,460	1,334	1,460	1,460	1,460	0	0	0	0.00
PE, PLS, ASCE, APWA for 3 in department											
01-3501-52141	BOOKS & PERIODICALS	103	400	163	400	400	400	0	0	0	0.00
Hartford Courant, ENR, Engineering book											
01-3501-52155	PROFESSIONAL DEVELOPMENT	1,978	2,000	380	2,000	2,000	2,000	0	0	0	0.00
Health and safety training, CADD training											
01-3501-52176	TELEPHONE	789	880	406	880	880	880	0	0	0	0.00
Shared cost with fund 05, includes cell phone for field staff, GPS, Sewer Superintendent, Town Engineer, adding Assistant Town Engineer											
01-3501-52193	COPIER	3,206	3,450	1,670	3,450	3,450	3,450	0	0	0	0.00
Lease agreement for standard copier and large format copier/ printer/scanner - cost is shared with Fund 05											
01-3501-52201	MOTOR FUELS	755	1,350	458	1,350	1,350	1,350	0	0	0	0.00
500 gallons unleaded fuel @ \$2.70 per gallon=\$1,350											
01-3501-52204	PARTS AND REPAIRS	416	1,200	162	1,200	3,200	3,200	0	0	2,000	166.67
01-3501-52205	OFFICE MACHINERY MAI	1,393	1,700	975	1,700	1,700	1,700	0	0	0	0.00
AutoCAD software maintenance and Plotter maintenance											
01-3501-52206	COMPUTER OPERATION	3,202	3,351	2,057	3,351	0	0	0	0	-3,351	-100.00
Beginning FY 16/17, line item has been consolidated to account 01-1920-52206, IT Computer Operations.											
01-3501-52207	GIS - GEOGRAPHIC INFORMATION SYSTEM	2,600	3,000	900	3,000	20,550	20,550	0	0	17,550	585.00
GIS Development - Consolidated from all general fund departments and shared with Fund 05 - Requested by IT Committee											
01-3501-52209	EQUIP MAINT-OTHER	156	500	43	500	500	500	0	0	0	0.00
survey equipment clean and adjust											

Town of Avon  
Town Manager's Budget Detail  
Fiscal Year 2016/2017

Account#	Description	2015 Actual	2016 Budget	2016 Actual YTD	2016 Est. Actual	Department Head	Town Manager	Town Council	Board of Finance	Inc/Dec	%
01-3501-52221	POSTAGE	166	300	39	300	300	300	0	0	0	0.00
	Additional Postage is being requested in anticipation of mailers for projects										
01-3501-52231	OFFICE SUPPLIES	754	1,200	834	1,200	1,200	1,200	0	0	0	0.00
	office supplies										
01-3501-52234	ENG & PLANNING	563	1,000	291	1,000	1,000	1,000	0	0	0	0.00
	It is expected that we will use more paper and plotting supplies due to POCD and increased map printing for various town departments and residents and the Old Farms Road project.										
01-3501-52239	MATERIALS-OTHER	100	500	100	500	500	500	0	0	0	0.00
	Primarily safety equipment and clothing										
01-3501-53314	EQUIP-TECH	0	200	0	200	200	200	0	0	0	0.00
	Engineernig office equipment - shared with Fund 05										
01-3501-53319	OTHER EQUIP	500	500	396	500	1,000	1,000	0	0	500	100.00
	Database tools - cost is shared with Fund 05 - additional funds are requested for survey consumables (TOWN MANAGER REDUCED)										
<b>_Total_ENGINEERING</b>		<b>348,957</b>	<b>356,269</b>	<b>198,420</b>	<b>103,358</b>	<b>398,378</b>	<b>389,061</b>	<b>0</b>	<b>0</b>	<b>32,792</b>	<b>9</b>
<b>_Total_3501_ENGINEERING</b>		<b>348,957</b>	<b>356,269</b>	<b>198,420</b>	<b>103,358</b>	<b>398,378</b>	<b>389,061</b>	<b>0</b>	<b>0</b>	<b>32,792</b>	<b>9</b>

Town of Avon  
Personnel Wage Analysis

<u>Account</u>	<u>Position Description</u>	<u>Employee</u>	<u>%</u>	<u>Step</u>	<u>Hours</u>	<u>HR Rate</u>	<u>Annual</u>	<u>Total</u>
<b>3501</b>								
01-3501-51011	Asst Town Engineer	Matthew Brown	50%	UP	975	38.9177	75,890	37,945
01-3501-51011	CAD/GIS Manager	Sandra-Jean Wallace	50%	11E	975	43.0546	83,956	41,978
01-3501-51011	Public Works Insp	Douglas Stahl	35%	10E	683	41.1429	80,229	28,080
01-3501-51011	Town Engineer	Lawrence Baril	66%	UP	1,287	52.8061	102,972	67,962
<b>01-3501-51011</b>								<b>175,965</b>
01-3501-51012	Administrative Secretary I	Suzanne Essex	55%	6E	715	26.2190	18,747	18,747
01-3501-51012		Administrative Clerk	55%	1A	429	16.7994	7,207	7,207
<b>01-3501-51012</b>								<b>25,954</b>
01-3501-52101	Car Allotment	Lawrence Baril						2,600
<b>01-3501-52101</b>								<b>2,600</b>
<b>Total 3501</b>								<b><u>204,519</u></b>

