



**TOWN OF OLD SAYBROOK  
SELECTMEN'S OFFICE**

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**Budget for Fiscal Year 2020**

**Budget Fiscal Year 2020**

The general government budget for Fiscal Year ("FY") 2020 presently stands at \$16,766,338, along with the Town's Debt Service budget of \$3,238,104, total General Government Expense equate to \$20,004,442, which includes an appropriation of \$5,000. The Board of Education budget of \$26,520,747 brings the Town-wide budget to \$46,525,189. The budget was approved at the May 2019 budget referendum.

***Budget Appropriations*** - During FY20 the following budget appropriation have been made.

- An appropriation in the amount of \$5,000 for the purpose of reseeded the oyster beds in Oyster River was approved at the December 17, 2019 Board of Finance meeting. The Funds were transferred from the General Fund to the off budget Shellfish Fund

***Municipal Reserve Fund Appropriations*** - During FY20 the following appropriations against the municipal reserve fund ("MRF") have been made.

- An appropriation for \$111,870 from the capital non-recurring account (CNR) was approved by the Board of Finance (BoF) on September 17, 2019 and moved to Town meeting held on October 1, 2019. The funds will be moved to an off budget account "Kavanagh Park Tennis Court Repair"
- An appropriation for \$30,025 from the CNR was approved by the BoF on September 17, 2019 and moved to Town meeting held on October 1, 2019. The funds will be moved to an off budget account entitled "Town Hall Roof Repairs".
- An appropriation of \$478,187 from the Fire Department Reserve account for the purchase of SCBA for the Fire Department was approved by the Board of Finance on November 19, 2019 with a caveat that not more than \$450 thousand would be financed.
- An appropriation in the amount of \$49,000 for the purpose of hiring a strategic planning consultant for the Park and Recreation committee was approved at the January 6, 2020 Special Board of Finance meeting and further moved to Town meeting. The funds have been moved to an off budget account entitled "P&R Strategic Plan".
- An appropriation in an amount \$380,000 for the purpose of purchasing a municipal dump truck, a mason dump truck with plow and a roll off truck was approved at the February 25, 2020 Special Board of Finance meeting and further moved to a Town meeting. The motion included the ability to borrow an amount not to exceed \$380,000 over a term not to exceed five years; said loan would be paid from the department of public works reserve fund 3353. Given the Governor's executive orders, this was approved at the May 12, 2020 Board of Selectmen meeting pursuant to Governor Ned Lamont's Executive Order 7S.
- An appropriation of \$44,500 from the capital non-recurring account 3350 was approved at the February 4, 2020 Board of Finance meeting for the purpose of installing a new library door entrance and a new boiler, and to place those funds in a new account entitled "Library Door & Boiler Repair". The appropriation was approved at the May 12, 2020 Board of Selectman meeting pursuant to Governor Ned Lamont's Executive Order 7S.
- An appropriate \$20 thousand from the capital non-recurring account 3350 for the purpose of providing funds to the KHCAC for building upgrades was approved at the May 19, 2020 Board of Finance meeting. Said funds will be placed in a new fund entitled "KHCAC building upgrade" and further, the appropriation will be moved to the Board of Selectman for consideration pursuant to Governor Ned Lamont's Executive Order 7S.

**Budgeted Capital Outlays FY20**

The Municipal Reserve Fund, which includes capital non-recurring, fire apparatus, public work/transfer station, and Board of Education sinking funds, totals \$1,600,339 as of May 31, 2020.

<b>Municipal Reserve Fund</b>	<b>FY 2020 Transfers</b>	<b>Balance 5/31/20</b>
Capital Non- Recurring Budget 3350	\$192,533	\$501,110
Fire Apparatus -3351	169,591	528,583
Public Works – 3353	75,000	70,646
Board of Education – 3354		500,000
Catastrophic Illness – 7219	70,000	164,515
Post-employment Payout – 7220	40,000	152,225
Revaluation – 7222	50,000	9,485
Contingency – 7224	30,000	51,906
Roof Repair - 3020	25,000	27,185
Old Post Road Culvert Replacement (3050)	49,100	\$931
Leap Year (490000)	24,667	\$0
Fire Panel (490000)	8,700	\$0
<b>Total</b>	<b>734,591</b>	<b>\$2,006,586</b>

**Capital Expenditures FY 2020** budgeted amount as noted below. To date, 86% has been utilized.

<b>Department</b>	<b>Amount Budgeted/Transferred</b>	<b>Amount Used</b>
Fire Department (4203)	\$60,000	\$58,986
Police Department (4201)	\$99,804	\$89,804
IT – Town (4143)	\$25,000	\$9,594
Highway & Streets (4303)	\$375,000	\$319,500
Library Heat Pumps (4501)	\$15,000	\$13,476
Park & Recreation (450301)	\$10,000	\$9,835
<b>Total</b>	<b>\$584,804</b>	<b>\$501,195</b>

**Authorized Transfers –**

- A transfer in the amount of \$183,845 was approved by the BoF on November 19, 2019 to cover the increased debt service for FY20 as a result of the debt refunding of October 2019. Funds in the amount of \$115,955 will come from the WPCA debt service fund 3004 and funds in the amount of \$67,890 will come from the WPCA debt service fund 3005

**Fiscal Year 20 Budget Performance**

Through May 31, 2020, 11 months or 91.6% of the general government budget equates to \$15,357,966. Actual expenditures of \$14,011,615 are \$1.4 million below straight level budget expectations. Capital transfers, quarterly payment, and other one-time annual payments were made near the start of the fiscal year. The budget lines that are running ahead of budget are below, there are no unusual or unexpected expenses at this time

**May 31, 2020 - General Fund Budget Overview**

<b>SUB DEPT</b>	<b>Department</b>	<b>Budget</b>	<b>Year to Date expense</b>	<b>YTD/ Budget</b>	<b>Comments</b>
450503	Saybrook point	11,000	13,837	125.8%	Purchased a humidifier
421500	Animal control	25,000	25,000	100.00%	Appropriation transferred during July 2020
441900	Youth services - YFS	406,728	406,728	100.00%	Appropriation transferred during July 2020
490000	Capital outlay	739,591	739,553	100.00%	Appropriation transferred during July 2020
413300	Assessment Appeals	11,553	11,434	99.0%	Appeals take place in March
450505	Other parks	59,280	61,332	103.5%	Seasonal
451100	The KHCAC	64,500	69,362	107.5%	Repairs on emergency lights

**May 31, 2020 - General Fund Budget Overview**

<b>SUB DEPART</b>	<b>----- TITLE -----</b>	<b>BUDGET</b>	<b>Encumbrance outstanding</b>	<b>YEAR TO DATE EXP</b>	<b>YTD/ Budget</b>	<b>YTD +ENC/ Budget</b>
411100	SELECTMEN	393,632	1,275	404,978	102.9%	103.2%
411700	FINANCIAL ADMIN	61,839	4,500	50,886	82.3%	89.6%
412300	ACCOUNTING	299,631	-	268,712	89.7%	89.7%
412500	ETHICS	950	-	266	28.0%	28.0%
413100	TAX ASSESSOR	166,185	-	116,711	70.2%	70.2%
413300	ASSESSMENT APPEALS	11,553	-	11,434	99.0%	99.0%
413500	TAX COLLECTOR	213,885	5,120	179,748	84.0%	86.4%
413700	TREASURER	8,634	-	7,979	92.4%	92.4%
413900	LEGAL	105,000	12,912	88,187	84.0%	96.3%
414200	RETIREE HEALTH INSURANCE	277,000	-	236,564	85.4%	85.4%
414300	INFORMATION TECHNOLOGY	192,068	24,009	156,660	81.6%	94.1%
414701	TOWN CLERK	256,289	-	218,569	85.3%	85.3%
414702	VITAL STATISTICS	1,350	-	295	21.9%	21.9%
414900	REGISTRAR OF VOTERS	69,932	216	41,442	59.3%	59.6%
415101	LAND USE	443,683	-	380,891	85.8%	85.8%
415102	ARCH REVIEW BD	3,596	-	372	10.4%	10.4%
415300	PLANNING COMMISSION	15,257	750	400	2.6%	7.5%
415501	ZONING	34,768	777	16,268	46.8%	49.0%
415502	ZBA	13,434	1,142	6,288	46.8%	55.3%
415700	PROPERTY INSURANCE	388,000	325	361,990	93.3%	93.4%
415900	HISTORIC DISTRICT	5,356	-	1,611	30.1%	30.1%
416300	INLAND/WETLANDS	8,628	235	6,623	76.8%	79.5%
416500	HARBOR COMMISSION	20,591	-	15,505	75.3%	75.3%
417100	CONSERVATION COMMISSION	3,723	-	1,203	32.3%	32.3%
417300	ECONOMIC DEVELOPMENT	61,201	407	54,253	88.6%	89.3%
417700	POLITICAL SUB DIVISIONS	181,103	9,712	170,573	94.2%	99.5%
419900	TOWN HALL	468,019	40,504	416,125	88.9%	97.6%
420101	PD - FIELD SERVICES	3,488,406	-	2,793,278	80.1%	80.1%
420102	PD - SUPPORT SERVICES	1,019,921	-	875,434	85.8%	85.8%
420103	PD GENERAL EXPENDITURES	537,878	58,201	487,839	90.7%	101.5%
420300	FIRE	598,896	4,218	514,047	85.8%	86.5%
421100	TREE WARDEN	41,959	2,275	24,858	59.2%	64.7%
421300	BUILDING	136,081	363	123,671	90.9%	91.1%
421500	ANIMAL CONTROL	25,000	-	25,000	100.0%	100.0%
421700	MARINE PATROL	59,108	-	30,744	52.0%	52.0%
421900	FIRE MARSHAL	137,031	190	107,016	78.1%	78.2%
422300	EMERGENCY MANAGEMENT	203,503	47,628	104,671	51.4%	74.8%
430100	PW ADMINISTRATION	1,058,134	15,174	937,305	88.6%	90.0%
430300	HIGHWAY AND STREET	561,300	18,094	459,593	81.9%	85.1%
430500	ENGINEERING	80,000	-	75,517	94.4%	94.4%
430700	SNOW AND ICE	71,000	5,378	8,656	12.2%	19.8%
431100	STREET LIGHTING	154,000	9,220	137,327	89.2%	95.2%
431300	VEHICLE/EQUIP MAINTENANC	81,000	6,404	41,625	51.4%	59.3%
431700	WASTE COLLECTION	24,990	1,062	23,928	95.7%	100.0%
432900	WATER HYDRANT	599,000	220,525	378,475	63.2%	100.0%
440100	PUBLIC HEALTH ADMIN	162,000	11,389	140,871	87.0%	94.0%
441100	NURSING	42,653	-	24,093	56.5%	56.5%
441900	YOUTH SERVICES - YFS	406,728	-	406,728	100.0%	100.0%

**May 31, 2020 - General Fund Budget Overview**

<b>SUB DEPART</b>	<b>----- TITLE -----</b>	<b>BUDGET</b>	<b>Encumbrance outstanding</b>	<b>YEAR TO DATE EXP</b>	<b>YTD/ Budget</b>	<b>YTD +ENC/ Budget</b>
442700	SOCIAL SERVICES	115,832	6,352	99,555	85.9%	91.4%
450100	LIBRARY-ACTON	1,006,836	20,273	836,536	83.1%	85.1%
450301	RECREATION	577,202	4,414	488,103	84.6%	85.3%
450302	MINI GOLF	65,514	5,581	45,444	69.4%	77.9%
450503	SAYBROOK POINT	11,000	1,354	13,837	125.8%	138.1%
450505	OTHER PARKS	59,280	2,700	61,332	103.5%	108.0%
451100	THE KATE	64,500	10,059	69,362	107.5%	123.1%
490000	CAPITAL OUTLAY	739,591	-	739,553	100.0%	100.0%
821100	WPCA ADMIN & GENERAL EXP	276,779	3,189	202,989	73.3%	74.5%
840100	TRANSFER STATION OPERAT	320,010	9,110	295,695	92.4%	95.2%
840300	WASTE TRANSPORT AND DISP	335,900	45,433	223,999	66.7%	80.2%
<b>Subtotal General Government</b>		<b>16,766,338</b>	<b>610,466</b>	<b>14,011,615</b>	<b>83.6%</b>	<b>87.2%</b>
480100	DEBT SERVICE PRINCIPAL	3,238,104	-	3,238,104	100.0%	100
<b>Total General Government</b>		<b>20,004,442</b>	<b>610,466</b>	<b>17,249,719</b>	<b>86.2%</b>	<b>101</b>
470000	BOARD OF EDUCATION	26,520,747	-	22,657,800	85.4%	85.43
<b>Total Town Wide</b>		<b>46,525,189</b>	<b>610,466</b>	<b>39,907,519</b>	<b>85.8%</b>	<b>86.43</b>