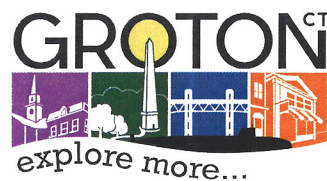


Town of Groton



Adopted FYE 2023 Budget

Fiscal Year Ending June 30, 2023



June 7, 2022

**TOWN OF GROTON
FYE 2023 ADOPTED BUDGET
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TOWN OF GROTON

OFFICE OF THE TOWN MANAGER

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June 8, 2022

FYE 2023 ADOPTED BUDGET

Dear Members of the Groton Town Council and Representative Town Meeting:

As required by the Groton Town Charter, please find herein the Town of Groton's FYE 2023 Adopted Budget. The adopted budget has two main components: adopted expenditures and anticipated revenues. The mill rate is determined by the amount of revenues needed to be raised by local property taxes to fund the appropriated expenditures minus other anticipated revenues and Fund Balance Applied.

The adopted FYE 2023 budget is \$142,623,947, an \$4,979,580 or 3.6% increase from the FYE 2022 Adopted/Adjusted Budget. The budget is divided into six "Areas of Service," and changes in the adopted budgets for these areas of service from the FYE 2022 Adopted/Adjusted Budget are as follows:

- | | |
|--|---|
| • Town Operations (\$1,585,011 or 4.1%) | • Outside Agencies (\$398,505 or 19.9%) |
| • Education Services (\$1,719,181 or 2.2 %) | • Subdivisions (\$66,627 or 1.0%) |
| • Capital/Debt Service (\$1,251,256 or 9.5%) | • Contingency (-\$50,000 or -14.3%) |

In addition to the adopted expenditure changes noted above, the other factors impacting the adopted budget/mill rate is an increase in the net adjusted taxable Grant List as well as an increase in estimated state grant revenues. The October 1, 2021 net adjusted taxable Grand List increased 23.3% from 2020, from \$3,739,661,429 after BAA to \$4,611,207,867 after BAA.

The Town has been collecting higher than expected revenues in recent years, so it is adopted that \$4,000,000 of the Fund Balance be used to fund adopted FYE 2023 expenditures which will maintain the Town's Unassigned Fund Balance level at 20% in June 2023. The \$4,000,000 includes \$2.6 million for CIPs and another \$1.4 million to offset tax increases.

The adopted budget would result in a mill rate of 21.28, being a 4.7 mill decrease from the FYE 2022 mill rate of 25.98.

GROTON'S BUDGET PROCESS

Chapter IX of the Groton Town Charter, titled "Budget and Finance" sets out in detail the annual budget preparation process and the duties of the Town Council, Representative Town Meeting (RTM), Board of Education, and Town Manager with respect to the annual budget process. In addition, the Charter identifies a specific schedule that must be followed in preparing, reviewing and approving the budget and identifies the type of information that must be presented.

Town staff began formal development of the FYE 2023 Adopted Budget in October 2021. Format and presentation changes that were first implemented in the FYE 2017 Budget have been continued including the use of a three-ring binder instead of bound documents; the removal of Fleet Fuel and Fleet Maintenance funding from Department accounts; and the creation of new cost centers in Contributions to Other Funds.

This year, as in years past, the Town Manager requested all Town department heads to begin their budget preparation by developing a requested FYE 2023 "level service" budget which would maintain necessary and/or current programming. Department heads were also requested to prepare two alternative scenarios that would result in a zero dollar increase and a 5% reduction scenario from their FYE 2022 appropriation. Department budget requests are shown in the "Request FYE 2023" column of the Summary Cost Center page for each function. The information that departments submitted as part of their alternative budget scenarios was considered by the Town Manager along with other information in formulating the Town Manager's FYE 2023 Proposed Budget for Town Operations.

Finally, while the adopted budget is commonly referred to as the "Town Manager's Budget," the Town Manager and his direct reports have input and control over less than one-third of the adopted budget amount (Town Operations, Contingency, and a portion of Capital Reserve). By Town Charter, the Town Manager has no control over budgets submitted by the Board of Education and the political subdivisions, and from a practical standpoint, cannot alter the debt service that the Town is obligated to pay.

GENERAL FUND EXPENDITURES – HOW THE MONEY IS SPENT

The Town of Groton budget provides funds for six "Areas of Service" - Town Operations; Education Services; Capital/Debt Services; Outside Agencies; Subdivisions; and Contingency. The adopted budget for FYE 2023 is \$142,623,947 and represents a \$4,979,580 or 3.6% increase from the FYE 2022 Adopted/Adjusted Budget. The adopted increase is attributable to Departments (\$1,010,853); Non-Departmental (\$549,248); Contribution to Other Funds (\$24,910); Capital/Debt Service (\$1,251,256); Subdivisions (\$66,627); and Outside Agencies (\$398,505). Below are overviews of the six Areas of Service.

TOWN OPERATIONS

The **Town Operations** portion of the budget contains two major components: ***Town Departments*** and ***Town Other***, which includes Non-Departmental (Insurance and Claims and Self-Funded Plans) and Contributions to Other Funds. As presented, the Town Operations portion of the budget is \$39,844,279, and represents a \$1,585,011 or a 4.1% increase from the FYE 2022 Adopted/Adjusted Budget.

Wage increases for the Town's union groups and the non-union group have been built into the budget. As a reminder, Town Policy requires non-union groups to be treated at least as well as union groups which means when the Town authorizes raises for the union groups, the same must be applied to non-union employees.

Town Departments

As previously noted, the Town Manager asked all department heads to begin preparation of their FYE 2023 budget submittals by developing "level service" budgets that maintained necessary and/or current programming. For some departments, that means continuing to do what they have been doing during the current fiscal year; for others it means modifying their work program as a result of completing projects or initiatives and/or determining that a particular project, task, or program would no longer be necessary. The budget numbers that appear in the "Request FYE 2023" column represent what would be required in the opinion of the department to maintain necessary and/or current programming.

Town department budget requests for FYE 2023 totaled \$25,954,356 and remained at that amount following Town Manager Review. The Town Manager held more budget meetings than usual with departments in advance of their submitting their budget requests, resulting in more parity between the Department requests and the Town Manager budget. The adopted FYE 2023 Town Departments budget of \$26,033,334 is a \$1,010,853 or 4.0% increase from the FYE 2022 Adopted/Adjusted Budget amount.

Table 1 entitled "Town Operations Expenditure Report" shows adopted increases/decreases for all Salary and Wages and Operating Expenses for the Town Departments portion of the Town Operations budget. As noted in the table, Salary and Wages represent 49% of the adopted FYE 2023 Town Operations budget down from 49.9% in 2022. In FYE 2010, Salary and Wages for Town Operations totaled \$18,195,950 compared to \$19,537,028 in the FYE 2023 Adopted Budget, an increase of \$1,341,078 or 7.37% over the last thirteen years.

Town Operations Expenditure Report							
Account Code	DESCRIPTION	ACTUAL FYE 2021	ADJUSTED FYE 2022	ADOPTED FYE 2023	\$ VARIANCE '22' to '23'	% VARIANCE '22' to '23'	% OF TOTAL BUDGET
5101	Regular Full Time	\$ 15,453,318	\$ 16,996,861	\$ 17,154,904	\$ 158,043	0.9%	43.1%
5102	Part Time Personnel	\$ 261,058	\$ 433,146	\$ 441,892	\$ 8,746	2.0%	1.1%
5103	Seasonal Personnel	\$ 103,653	\$ 80,919	\$ 135,860	\$ 54,941	67.9%	0.3%
5104	Overtime Pay	\$ 905,897	\$ 973,320	\$ 1,009,819	\$ 36,499	3.7%	2.5%
5105	Longevity Pay	\$ 57,588	\$ 58,893	\$ 54,849	\$ (4,044)	-6.9%	0.1%
5106	College Incentive Pay	\$ 101,204	\$ 118,485	\$ 109,602	\$ (8,883)	-7.5%	0.3%
5107	Shift Replacement Overtime	\$ 344,320	\$ 348,519	\$ 355,489	\$ 6,970	2.0%	0.9%
5109	Salary Adjustment	\$ 157,158	\$ (100,000)	\$ (16,022)	\$ 83,978	-84.0%	0.0%
5110	Regular Part Time	\$ 56,726	\$ 98,672	\$ 177,768	\$ 79,096	80.2%	0.4%
5111	Premium Pay	\$ 148,358	\$ 128,783	\$ 130,199	\$ 1,416	1.1%	0.3%
5112	Sick Incentive	\$ 71,957	\$ 62,861	\$ 65,754	\$ 2,893	4.6%	0.2%
5115	Shift Premium	\$ 67,777	\$ 79,226	\$ 79,226	\$ -	0.0%	0.2%
5118	Allowances	\$ 45,637	\$ 53,347	\$ 54,947	\$ 1,600	3.0%	0.1%
5119	Salary Reimbursements	\$ -	\$ (235,829)	\$ (217,259)	\$ 18,570	-7.9%	-0.5%
	Salaries and Wages	\$ 17,774,651	\$ 19,097,203	\$ 19,537,028	\$ 439,825	2.3%	49.0%
5151	Social Security	\$ 904,632	\$ 1,037,804	\$ 1,060,893	\$ 23,089	2.2%	2.7%
5152	Retirement	\$ 3,112,882	\$ 3,494,500	\$ 3,684,515	\$ 190,015	5.4%	9.2%
5153	Health Insurance	\$ 4,781,823	\$ 4,524,761	\$ 4,690,608	\$ 165,847	3.7%	11.8%
5154	Unemployment Comp.	\$ 13,365	\$ 25,000	\$ 25,000	\$ -	0.0%	0.1%
5155	Worker's Compensation	\$ 526,285	\$ 476,292	\$ 334,506	\$ (141,786)	-29.8%	0.8%
5158	Life Insurance	\$ 16,277	\$ 17,114	\$ 19,970	\$ 2,856	16.7%	0.1%
5159	Heart & Hypertension	\$ 93,089	\$ 50,227	\$ 33,094	\$ (17,133)	-34.1%	0.1%
5160	Health-Retiree-Current	\$ 1,351,637	\$ 1,798,479	\$ 2,053,154	\$ 254,675	14.2%	5.2%
5170	Other Post Employment Benefits	\$ 448,123	\$ 448,730	\$ 449,707	\$ 977	0.2%	1.1%
	Employee Benefits	\$ 11,248,113	\$ 11,872,907	\$ 12,351,447	\$ 478,540	4.0%	31.0%
	TOTAL PERSONNEL SERVICES	\$ 29,022,764	\$ 30,970,110	\$ 31,888,475	\$ 918,365	3.0%	80.0%
5201	Postage/Print/Advertising	\$ 158,829	\$ 171,463	\$ 193,495	\$ 22,032	12.8%	0.5%
5210	Profession Develop/Train	\$ 179,022	\$ 217,334	\$ 238,073	\$ 20,739	9.5%	0.6%
5220	Utilities/Fuel/Mileage	\$ 1,198,835	\$ 1,248,491	\$ 1,492,696	\$ 244,205	19.6%	3.7%
5230	Pymnts/Contributions	\$ 1,114,034	\$ 1,724,578	\$ 1,724,100	\$ (478)	0.0%	4.3%
5240	Boards & Commissions	\$ -	\$ 350	\$ 250	\$ (100)	-28.6%	0.0%
5260	Repairs & Maint-Fac/Equip	\$ 354,250	\$ 384,634	\$ 394,023	\$ 9,389	2.4%	1.0%
5261	Software Maint Fees	\$ 465,846	\$ 512,098	\$ 605,739	\$ 93,641	18.3%	1.5%
5280	Insurance/Risk Mgmt	\$ 654,644	\$ 716,064	\$ 809,861	\$ 93,797	13.1%	2.0%
5281	Occupational Health & Safety	\$ 70,937	\$ 96,572	\$ 90,489	\$ (6,083)	-6.3%	0.2%
5285	Building & Property Damage	\$ 442	\$ -	\$ -	\$ -	#DIV/0!	0.0%
5289	Insurance Claim Payments	\$ 1,989	\$ 25,000	\$ 25,000	\$ -	0.0%	0.1%
5290	Profess/Technical Service	\$ 1,354,990	\$ 1,405,978	\$ 1,501,480	\$ 95,502	6.8%	3.8%
5300	Materials & Supplies	\$ 789,399	\$ 705,347	\$ 772,588	\$ 67,241	9.5%	1.9%
5310	Vehicle Oper/Maintenance	\$ 33,307	\$ 15,600	\$ 19,000	\$ 3,400	21.8%	0.0%
5400	Equip/Machinery & Furniture	\$ 245,978	\$ 56,799	\$ 82,610	\$ 25,811	45.4%	0.2%
5410	Computer Equipment	\$ 27,164	\$ 8,850	\$ 6,400	\$ (2,450)	-27.7%	0.0%
	TOTAL OPERATING EXPENSES	\$ 6,649,666	\$ 7,289,158	\$ 7,955,804	\$ 666,646	9.1%	20.0%
	GRAND TOTAL	\$ 35,672,430	\$ 38,259,268	\$ 39,844,279	\$ 1,585,011	4.1%	

Table 1. Town Operations Expenditure Report

In FYE 2010, Operating Expenses for Town Operations totaled \$6,827,708 compared to \$7,955,804 in the FYE 2023 Adopted Budget, which represents an increase of \$1,128,096 or 16.52% over the last thirteen years. In order to have a full appreciation of the changes that have occurred in these operating accounts, one has to also consider inflation that has occurred over this period which is approximately 29%.

Town Other

The Town Other subsection of the Town Operations budget includes Non-Departmental [Insurance and Claims (1070); Self-Funded Plans (1071)]; and Contributions to Other Funds (1073). The Town Other portion of the Town Operations budget shows an increase of \$574,158 or 4.3% from the FYE 2022 Adopted/Adjusted Budget. This increase is attributable to an increase in Insurance and claims (1070) of \$93,797 or 12.2%; and an increase in Self-Funded Plans (1071) of \$455,451 or 4.2%.

Summary

In summary, the adopted FYE 2023 Town Operations budget is \$39,844,279 and a \$1,585,011 or 4.1% increase from the FYE 2022 Adopted/Adjusted Budget and represents 27.9% of the FYE 2023 Adopted Budget compared to 27.8% in FYE 2022.

Since 2014, the Town Operations portion of the budget has increased a total 21.7%, an average of 2.2% per year (see Table 2. Town Operations Adjusted/Adopted Budgets - Ten Year Comparison).

Town Operations Adjusted/Adopted Budgets Ten (10) Year Comparison		
Fiscal Year Ending (FYE)	Budget	% change from Previous Year
Adjusted 2014	\$ 32,745,720	0.3%
Adjusted 2015	\$ 33,851,015	3.4%
Adjusted 2016	\$ 33,928,603	0.2%
Adjusted 2017	\$ 32,073,967	-5.5%
Adjusted 2018	\$ 32,270,079	0.6%
Adjusted 2019	\$ 34,290,729	6.3%
Adjusted 2020	\$ 35,763,211	4.3%
Adjusted 2021	\$ 36,655,731	2.5%
Adopted 2022	\$ 38,259,268	4.4%
Adopted 2023	\$ 39,844,279	4.1%
Increase over Ten years: 2014 to 2023	----->	21.7%
Average Ten Year Increase	----->	2.2%

Table 2. Town Operations Adjusted/Adopted Budgets. Ten Year Comparison

EDUCATION

The adopted Education Services budget as submitted by the Board of Education/ Superintendent of Schools is \$79,157,271 and represents a \$1,719,181 or 2.2% increase from the FYE 2022 Adopted/Adjusted Budget. As adopted, this budget represents 55.5% of the FYE 2023 Adopted Budget compared to 56.3% in FYE 2022. As per the Town Charter, the Town Manager must submit the adopted Education budget with no adjustments. (See Board of Education FYE 2023 Adopted Budget for details.)

Other budgeted education-related expenses that are not contained in the Education Services budget include Outside Agencies - VNA - School Health (10841); Other school programming activities (1024); School Crossing Guards (1024 and 1090); Debt Service for school related projects (1076); and a portion of the Capital Reserve contribution (5010 and 1075) to support education facility related capital improvement projects.

CAPITAL/DEBT SERVICES

This area of service accounts for General Fund contributions that are made to the Town's Capital Reserve function, as well as debt service payments including interest and principle payments made on bonded projects. The adopted FYE 2023 appropriation for Capital/Debt Services is \$14,384,706 which is a \$1,251,256 or 9.5% increase over the FYE 2022 appropriation. The Capital/Debt Services account represents 10.1% of the FYE 2023 Adopted Budget compared to 9.5% in FYE 2022.

The Town's FYE 2023 contribution to the Capital Reserve Fund is adopted to be \$3,297,000, which is a decrease of \$313,000 or 8.7% decrease from the FYE 2022 amount. \$500,000 from the Capital Reserve Fund balance will be used to offset General Fund expenditures. As noted in years past, the Town continues to have a growing backlog of capital improvement needs and a minimal Capital Reserve fund balance. Additionally, \$2,600,000 from General Fund - fund balance is being used to offset the costs.

The Town's budgeted debt service payment is increasing \$1,564,256 or 16.4% from \$9,523,450 in FYE 2022 to \$11,087,706 in FYE 2023. This increase is attributed to estimated debt service related to a FYE 2022 bond sale for construction of the new Groton Middle School, Thames River Magnet School, and the Mystic River Magnet School.

OUTSIDE AGENCIES

The Outside Agencies service area includes Functions 1083 Regional Agencies; and 1084 Health and Service Agencies. For FYE 2023, the adopted budget for Outside Agencies is \$2,399,354 which is \$398,505 or 19.9% increase from the FYE 2022 Adopted/Adjusted Budgeted amount. The adopted Outside Agencies budget represents 1.7% of the FYE 2023 Adopted Budget compared to 1.5% in FYE 2022.

- **Regional Agencies (1083)** There is a budget of \$138,296 for FYE 2023, which is \$1,797 more than the 2022 appropriation.
- **Health and Service Agencies (1084)** is the largest function area in the Outside Agencies area of service. This function includes the contribution to the Ledge Light Health District; the cost of services provided by the Visiting Nurse Association (VNA) to the Board of Education, as well as health promotion activities; funding for outside social services including Groton Ambulance, Mystic River Ambulance, Mystic Noank Library, Thames River Heritage Park, and Bill Memorial Library. The overall budget for this function is \$2,261,058 an increase \$396,708 or 21.3% from the FYE 2022 appropriation.

SUBDIVISIONS

The Subdivisions service area includes payments to and for services (police, highway and street lighting) for the City of Groton (1090), Groton Long Point (1091), and the various fire districts through the Fire Districts PILOT Program (1092). Requested/provided payments for the City of Groton, Groton Long Point and the Fire Districts PILOT for FYE 2023 total \$6,538,337 is a \$66,627 or 1.0% increase above the FYE 2022 appropriation. Requested/provided funds in this service area represent 4.6% of the adopted FYE 2023 budget compared to 4.7% in the FYE 2022 budget. As per the Town Charter, the Town Manager submits the subdivisions' budget requests to the Town Council/RTM with no adjustments.

- **City of Groton (1090)** requested/provided payments for police, highway and streetlights are \$5,683,553, an increase of \$33,626 or 0.6% compared to FYE 2022.
- **Groton Long Point (1091)** requested/provided payments for police, highway and streetlights are \$608,784, a \$33,001 or 5.7% increase over FYE 2022.
- **Fire District PILOT (Payment In-Lieu of Taxes) Program (1092)** is adopted to be funded at \$246,000, which is the same amount as FYE 2022. There are two components to the Fire District PILOT program - a State reimbursement PILOT portion and a Town-owned property PILOT program.

CONTINGENCY

The Contingency account (1094) is its own service area and represents funds set aside for unforeseen expenses; it is available for any and all expenses contained within the General Fund. Section 9.10.7 of the Town Charter requires that no expenditures be charged directly to the Contingency account. Funds may be transferred from Contingency to any other account upon Town Council approval. Transfers of \$10,000 or more require the approval of the Representative Town Meeting (RTM). The Town's Debt Policy and Management/Fiscal Practices specify that an annual Contingency reserve of not more than 2.0% of the General Fund Operating Budget can be appropriated. For FYE 2023, the adopted amount is \$300,000 be budgeted for this purpose, which is reduction of \$50,000 with the FYE 2022 budget amount. The requested Contingency amount equates to approximately 0.2% of the General Fund Operating Budget.

Comparison by function budget increases				
Function	Increase	% increase	Mill rate	Mill rate
Departments	\$1,010,853	4.0%		0.222
Non-Departmental	\$549,248	4.7%		0.120
Contr to Other Fund	\$24,910	1.5%		0.005
Capital/Debt Srvs	\$1,251,256	9.5%		0.274
Outside Agencies	\$398,505	19.9%		0.087
Subdivisions	\$66,627	1.0%		0.015
			Totals	0.724

Table 3. Comparison by function budget increases

Table 3 above shows cost increases by major function experiencing significant increases. Additionally, you can see the mill rate impact of such increases. You can see the most significant impacts are from Capital Projects/Debt Service, followed by Subdivisions.

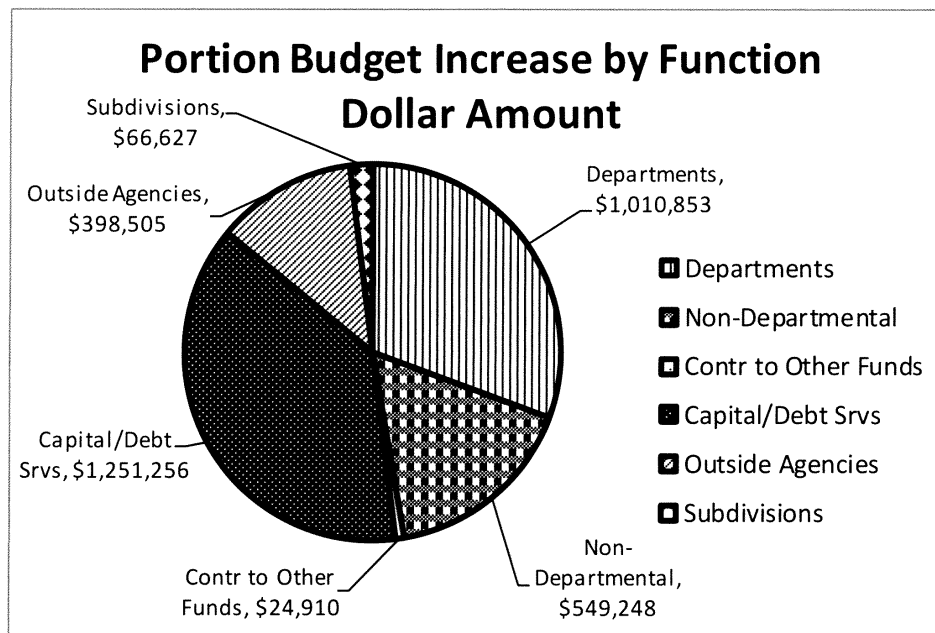


Chart 1. Portion Budget Increases by Function – Dollar Amount

Chart 1 shows the dollar amount increase previously shown in Table 3 by function in a graphic representation.

GENERAL FUND REVENUES – WHERE THE MONEY COMES FROM

The following is a summary of the projected FYE 2023 revenues which will be used to fund the adopted FYE 2023 operating budget of \$142,623,947. The FYE 2023 revenues are based on the Governor's adopted budget. Town staff monitored this year's state budget deliberations until the time the Town Council set the final mill rate in June 2022.

One of the greatest challenges facing all Connecticut municipalities over the last couple of years is the uncertainty associated with the amount of state funding that will be received. Historically, the Town has used the Governor's estimates in formulating our adopted budget. In most years, the actual funding received from the state has exceeded the Governor's estimates. It is recommended that the Governor's adopted FYE 2023 budget be used at this time.

Like all Connecticut municipalities, Groton uses a variety of revenue sources to fund its adopted expenditures. These include general property taxes; state grants in aid-education; state grants in aid-general government; federal grants in aid for education; fees associated with licenses and permits; interest on investments; charges for current services; user fees; and fund balance/other revenue. For the FYE 2023 Adopted Budget, the percentages of revenue coming from these various sources are projected to be as follows in Table 4:

General Property Taxes	69.0%	Federal Grants in Aid	3.0%
Licenses and Permits	0.4%	Charges for Current Services	1.1%
Revenues from Investments	0.1%	Schools-Library-Recreation	0.0%
State Grants in Aid-Education	18.5%	Other Revenue	0.4%
State Grants in Aid-General Government	4.6%	Fund Balance Applied	2.8%

Table 4. General Fund Revenue Sources

GENERAL PROPERTY TAXES

The FYE 2023 Adopted Budget results in a mill rate of 21.28, compared to the FYE 2022 rate of 25.98. One mill is equivalent to \$4,560,485. The adopted property tax levy for FYE 2023 will be based on all taxable property in the Town as of October 1, 2021 after adjustments by the Board of Assessment Appeals (BAA).

Summary - Total revenue to be raised by general property taxes including supplemental motor vehicles, interest and liens, and prior year taxes is \$98,393,085 compared to the FYE 2022 adjusted budget of \$97,238,539, a 1.2% increase. General property taxes will provide 69.0% of the General Fund budget.

OTHER REVENUES

Licenses and Permits - Revenues generated from licenses and fees will total \$556,370, which represents 0.4% of the FYE 2023 Adopted Budget. These funds are received from building and development activity, sporting and dog licenses, and other licenses and fees.

Investments - For FYE 2023, it is estimated that the Town will receive \$75,000 in investment income which is a \$50,000 decrease from the FYE 2022 budget.

State Grants in Aid-Education – The Town will receive \$26,419,154 in State Grants in Aid-Education in FYE 2023 which represents 18.5% of the FYE 2023 Adopted Budget. This amount is approximately \$129,412 more than the FYE 2022 budget.

State Grants in Aid-General Government – According to the Governor’s adopted FYE 2023 budget, the Town will receive \$6,580,044 in State Grants in Aid-General Government. This adopted amount is approximately \$1,667,174 more than the FYE 2022 budget.

Federal Grants in Aid – Revenues from Federal Grants in Aid for FYE 2023 are estimated to be \$4,310,153, which represents 3.0% of the FYE 2023 Adopted Budget. The principal Federal Grant in Aid that the Town receives is pupil impact aid, which covers a portion of the cost of educating dependents of personnel assigned to the U.S. Submarine Base.

Charges for Current Services - Revenues for current services are estimated to be \$1,629,673, which represents 1.1% of the FYE 2022 Adopted Budget.

Schools-Library-Recreation Accounts - Revenues from user fees associated with Schools-Library-Recreation activities are estimated to be \$45,500, which represents 0.0% of the FYE 2023 Adopted Budget.

Other Revenue - Other Revenue is estimated at \$614,968, which represents 0.4% of the FYE 2023 Adopted Budget.

Fund Balance Applied – The use of General Fund - fund balance is planned at \$4,000,000 for FYE 2023. The unassigned Fund Balance is projected to be at 22% of expenditures in June 2022 and is further projected to be at 20% in June 2023 while using \$4,000,000 in fund balance.

GAINING SOME PERSPECTIVE

In an effort to help the reader have a better understanding and appreciation of how Groton's mill rate compares to its neighboring communities the regional rates are shown in Table 5 below.

Regional Mill Rates - FYE 22	
Municipality	Mill Rate
Groton	25.98
Ledyard	33.60
New London	37.95
North Stonington	28.60
Stonington	23.85
Waterford	27.64
Average Mill Rate:	29.60

Table 5. Regional FYE 2022 Mill Rates

Source: <https://portal.ct.gov/-/media/OPM/IGPP-Data-Grants-Mgmt/2019-GL-2022-Mill-Rates-11102020.pdf>

While everything is relative, we must not lose sight that Groton has been a very fortunate community from an economic/fiscal perspective and has had incredibly good fortune for many decades. In dealing with our changing budget revenue realities, we need to make certain that we do not do damage to our long-term prospect for growth and strong financial management practices in order to achieve short term tax relief. Those types of decisions will be more costly to the Town and its residents and businesses in the long term. Groton is beyond cutting significant dollars without either eliminating services or else not maintaining our facilities.

MANAGER PERSPECTIVE/SUMMARY

The adopted budget would result in a mill rate of 21.28, being a 4.7 mill decrease from the FYE 2022 mill rate of 25.98.

Increases in the budget are primarily due to an increase of \$1,251,256 in Capital/Debt Services; Subdivision increases of \$66,627, Departmental increases of \$1,010,853; an increase of \$549,248 in Non-Departmental for Insurance and Self-Funded Plans; and an increase of \$398,505 for Outside Agencies. The Town began incorporating roads into the Capital Projects as funds from a road bond were nearly depleted. FYE 2023 is the first budget that includes the

full cost of roads under Capital Projects in several years. Additionally, Debt Service increased \$1,564,256 due to the latest bond issuance for the Groton 2020 school construction project.

The Town began incorporating the bonding costs for the Groton 2020 Plan in the FYE 2019 budget. The Groton 2020 bonds account for \$8,547,578 (77.1%) of the total \$11,085,206 in debt service payments. The mill rate for the Town would be approximately 1.87 mills lower when excluding the Groton 2020 bond payments.

Further information on Groton 2020 bond debt including details on bond issuances can be seen below in Table 6.

Total Debt service in FYE 2023 budget	\$11,085,206
Total School Debt in FYE 2023 budget	\$8,547,578
Groton 2020 Debt Service in FYE 2023 budget	\$6,693,881
April 2019 issue	\$1,521,250
April 2020 issue	\$1,745,000
April 2021 issue	\$1,345,950
April 2022 issue (estimate)	\$1,902,738
April 2022 Note interest (estimate)	\$178,943

Table 6. Groton 2020 Bond Payments

Town has been collecting higher than expected revenues in recent years, so it is adopted that \$4,000,000 of the Fund Balance be used to fund adopted FYE 2023 expenditures which will maintain the Town's Unassigned Fund Balance level at 20% for end of June 2023. The Town historically spends approximately \$2-\$3 million in general fund expenditure for the CIP projects. Beginning in FYE 22 the Town began adding Town road projects in the CIP list. The Town roads along with those for Groton Long Point total \$975,000 for the FYE 23 budget. Groton Town Councils have repeatedly heard comments concerning the poor condition of our sports facilities and parks and recreation areas when compared to neighboring communities. There exists a backlog of capital projects that have regularly been delayed by previous Councils and RTMs. I am proposing trying to either catch up on some of the backlog of capital improvement projects followed by sufficiently funding them in the future. An alternative is for the Town Council to make decisions on what projects they may want to take permanently off of the list. Moving forward the CIP list should be funding annual at approximately \$5 million to \$5.5 million which will allow the Town to maintain its infrastructure. In addition to \$500,000 from the Capital Projects fund balance, the Town will be utilizing American Rescue Plan Act (ARPA) funds, federal Local Bridge funds, State DOT Local Bridge funds, State Local Capital Improvement Program (LoCIP) funds, and Water Pollution Control Facility (WPCF) funds, totaling \$6,521,000 to help catch up on some outstanding issues.

While increasing revenues for the Town will continue to be a primary goal, growth will not prevent an increase in the Mill rate without making other changes. The Town has many challenges facing it over the next few years. Some of these challenges include:

- The State will continue to attempt to move costs currently funded by the State to the Towns.

- State grants will likely generally decline.
- Town health care and retirement costs will continue to increase.
- It is expected that should Groton Public Schools lose their Alliance District status, approximately \$4 million to \$5 million in revenue potentially lost.
- As referenced above, the Town has an extensive list of needed projects in the FYE 2023-2028 Capital Improvement Program (CIP).
- The Town staffing levels is at a level that allows for the Town to continue providing its current level of service but does not allow much flexibility to incorporate any new services when requested by the Town Council or the public.

The Town does have a lot of potential construction likely to occur over the next few years with a prime example being Electric Boat but the resulting tax revenues will be stifled for several years due to the State granting them an Enterprise Zone designation. While very welcome news, the revenues cannot be counted on to meet all of the Town's financial goals even when combined with other prospective construction projects.

The Town Council, RTM, and the community must decide what we are going to be. We must come to a shared vision. We have seen recent conflicting opinions on how to best balance commercial and industrial development with effects on residential neighborhoods. There has additionally been unresolved discussion on what the appropriate level of open space, along with how best to buffer them, in Town.

A prosperous Town cannot be achieved solely by maintaining a low mill rate regardless of the resulting impacts. The attraction of people and jobs is often tied into the services, or quality of life in a community. A low tax rate is only one component of prosperity. Without suitably maintained parks, libraries, athletic facilities, and other similar services, the Town will suffer and never realize its full potential. The challenge is how to best accomplish this goal.

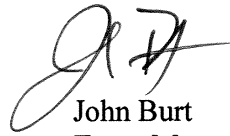
Below is my philosophy used in drafting the Town Manager's Budget:

- My budget includes over \$4,000,000, million in fund balance to help alleviate some of the increase in property taxes.
- Adequately fund the Town's infrastructure or else make the decision to remove/abandon some facilities.
- Prior to cutting Departments, first cut non-Town functions.
- Do not take on new projects or services without significant discussion on the costs to maintain those items and the benefits to be gained.

ACKNOWLEDGEMENTS

Work began on preparation of the FYE 2023 Adopted Budget in fall 2021 and has involved countless hours of effort by Department Heads and their respective staffs. In addition to recognizing and thanking the Departments for their hard work and dedication in preparing their FYE 2023 budget requests, I would like to especially express my sincere gratitude and appreciation to Cindy R. Landry, Finance Director; Arnetia Green, Human Resources Director/Risk Management; Lori Watrous, Budget Analyst & Coordinator, and Lisa Hylton, Executive Assistant for their commitment and the hard work they put forth in assisting me in the preparation of the FYE 2023 Adopted Budget. Additionally, I thank our Town Council and Representative Town Meeting for their hard work.

Sincerely,

A handwritten signature in black ink, appearing to read 'JB' with a stylized flourish.

John Burt
Town Manager



"SUBMARINE CAPITAL OF THE WORLD"

TOWN OF GROTON, CONNECTICUT
PRINCIPAL OFFICIALS

Town Council

Juan Melendez, Jr., Mayor
Portia Bordelon
Aundré Bumgardner
Melinda Cassiere
Rachael Franco
Bruce Jones
David McBride
Juliette Parker
Scott Westervelt

Representative Town Meeting

Jill Rusk – Moderator

District 1

Karin Adams
Joe Baril
Kathy Chase
Roscoe Merritt
Sheila Perry
Adam Puccino
Amy Whitehouse

District 2

Syma Ebbin
Edward Jacome
Jackie Massett
Harry Watson

District 3

Neal Gardner
Autumn Hanscom
Jill Rusk
Ian C. Thomas
Petricia S. Weaver
Lee White

District 4

Robert Bailey
Larry Bright
Lauren Gauthier

Susane Hainline
Lian Obrey
Kristen Powers
Shawn Powers
Jaime Veazle-Williams

District 5

Susan Deane-Shinbrot
Matthew Ivey
John Scott

Gary Welles

Michael Whitney

District 6

Genevieve Cerf
Thomas Frickman
Alfred Fritzsche
Emma Giunipero
James Gustavson
Richard Semeraro

District 7

Clarence Casper
Jacqui Copp
Lynn Crockett Hubbard
Emily Norman
Emily Ray

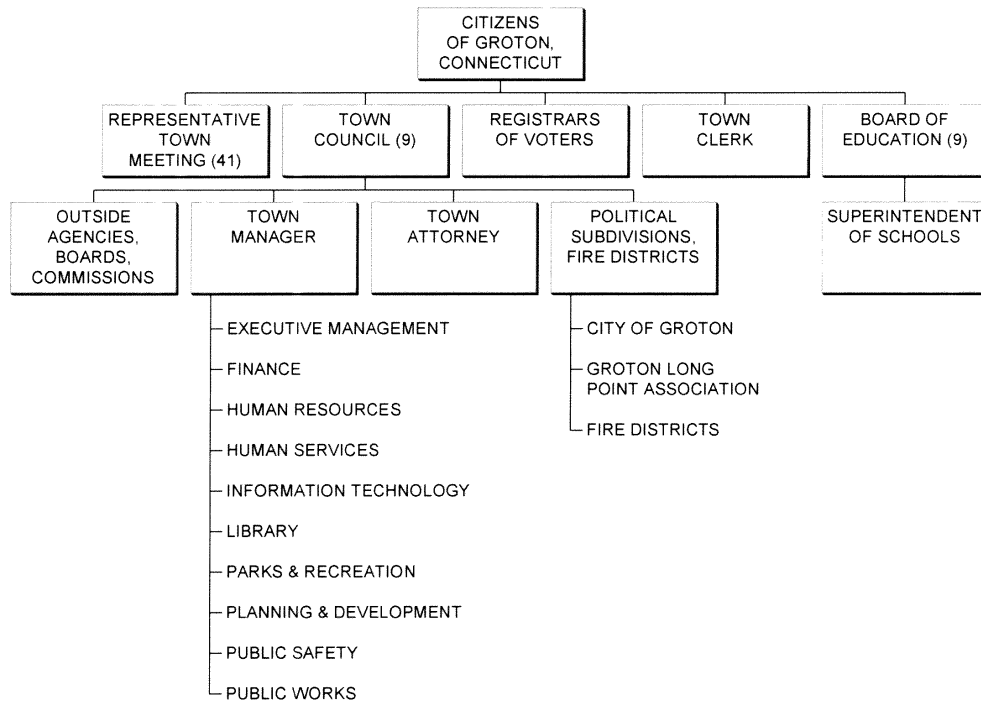
Appointed Officials

John M. Burt:	Town Manager
Susan Austin:	Superintendent of Schools
Eileen M. Duggan, Esq.:	Town Attorney

Department Directors

Finance:	Cindy R. Landry
Human Resources:	Arnetia Green
Human Services:	Marjorie D. Fondulas
Library:	Jennifer Miele
Parks & Recreation:	Mark Berry
Planning & Development:	Jonathan Reiner
Police:	Louis J. Fusaro Jr.
Public Works:	Greg Hanover
Town Clerk:	Betsy Moukawsher

TOWN OF GROTON ORGANIZATION CHART



FYE 2023

GOVERNMENTAL STRUCTURE

The structure of the Town's government combines a modern professional approach with the traditional town meeting form. Since 1957, the Town has been governed by a Town Council-Town Manager-Representative Town Meeting (RTM) structure. A revised Town Charter was adopted on November 4, 2008 and became effective January 3, 2009.

The Town Council is responsible for determining policy and appointing the Town Manager to execute this policy and administer the day-to-day affairs of the Town. The Council holds public hearings on the budget and sets the tax rate. It appoints one of its nine (9) members as Mayor to serve as chairperson of its meetings and as the Town's representative at ceremonial functions. The councilors each are elected for two-year terms.

The Town Manager is appointed by and directly responsible to the Council and serves for no definite term, but at the pleasure of the Council. The Manager is responsible to the Council for the supervision and administration of Town departments and boards and commissions of the Town, except those elected by the people, or appointed by the Council, Mayor or a regional or State authority. The Council appoints the Town's independent financial auditor.

The Council approves a budget that it sends to the RTM for consideration and final approval. The RTM must approve the budget before the Council sets the final tax rate. In most other matters, the RTM reviews the actions of the Council and has the power of initiative to institute legislation or force reconsideration of legislation already adopted. RTM members are elected by seven (7) voting districts for two-year terms.

Within the Town of Groton there are two political subdivisions, the City of Groton and Groton Long Point Association. In addition, there are seven (7) special taxing districts within the Town. For the political subdivisions, the Town funds up to one hundred percent of their public works budgets and up to fifty percent of their public safety budgets. The special districts are organized units of government within the Town, having separate governing bodies. They were established by special acts of the State legislature for specific purposes such as fire protection. All these governmental units have individual taxing authority.

Budgetary Process

The budget process for the Town of Groton begins in October of each year preceding the beginning of the fiscal year (July 1). This process is a time for priority setting: define and prioritize needs, evaluate alternatives, and then budget appropriately to meet those needs. Budget discussions with the Town Manager and Department Directors set the tone for implementation. During the FYE 2023 development, the Directors were asked to submit a "level service" budget. In addition, directors were asked to submit with their initial budget request, reductions in their budget that would bring about budgets representing a 0% increase and a 5% decrease from the FYE 2022 Adopted Budget.

The Budget Cycle:

One of the functions of a budget is to provide a financial plan for the organization's operations for a given period of time. For the Town of Groton, the budget provides a plan from July through June of each year. Prior to implementation in July, the budget is developed with the aid, cooperation and resources of many participants. The entire process consumes almost a full year, from development of the goals, objectives and budget guidelines and assumptions by the Town Council in October through the implementation of the approved budget and printing of the Adopted Budget document. Opportunities for public comment are available throughout March and April before the final adoption of the budget by June. An overview of a typical Town of Groton Budget Cycle follows:

Town of Groton's Budget Cycle - FYE 2023											
Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.
(late Oct.)	Budget Calendar developed										
	(late Nov. - mid Dec.)	Town Council develops and finalizes Budget Goals & Objectives									
		(mid Dec. - mid Jan.)	Department's prepare Budget Requests								
			(by Jan. 14)	Departments submit Requests to Finance							
				(late Jan. - late Feb.)	Town Manager reviews Requests & prepares Recommended Budget						
				(mid Feb.)	Town Council holds a Preliminary Public Input Meeting on the Budget						
				(by Feb. 28)	Board of Education & Political Subdivisions submit their requests for appropriations						
					(by March 15)	Town Manager submits Recommended Budget & Capital Improvement Plan (CIP) to the Town Council and RTM					
					(late March - mid April)	Town Council holds Public Hearing by April 6th & Budget Deliberations					
						(by April 28)	Town Council approves Budget & forwards to RTM				
							May (all month)	RTM holds Public Comment Session by May 3rd & Budget Deliberations			
							(by May 25)	RTM adopts Budget			
								(by June 9)	Town Council sets Tax Rate		
									(July 1)	Budget Implementation	
Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.

TOWN OF GROTON, CONNECTICUT

DEBT POLICY

&

MANAGEMENT / FISCAL PRACTICES

Revised by the Town Council on: October 5, 2021

Revised by the Town Council on: November 28, 2017

Revised by the Town Council on: February 4, 2014

Revised by the Town Council on: May 19, 2009

ADOPTED BY THE TOWN COUNCIL ON: SEPTEMBER 21, 1993

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A. Purpose:

1. To establish a criteria for the issuance of debt obligations so as not to exceed acceptable levels of indebtedness.
2. To provide consistency and continuity to public policy development through the Town's Capital Improvement Program, a mechanism that provides evidence of a commitment to meet infrastructure needs through a planned program of future financing, and
3. To transmit a message to investors and rating agencies who value such evidence of a community's commitment to financial management.

B. Guiding Principles/General Policies:

1. The Town Charter Section 9.13 "Borrowing" and applicable State Statutes governs the Town's issuance of debt as it pertains to referendum requirements and state mandated debt limitations.
2. The Town will conduct its debt management functions in a manner designed to maintain or enhance its existing credit ratings (Fitch: AA; Moody's: AA2; and Standard & Poor: AA).
3. Debt issuance will be utilized by the town only in those cases where equity, effectiveness and efficient use of limited resources favor debt over alternative sources of funds. The Town shall view debt as a mechanism to equalize the costs of improvements to present and future residents. The issuance of debt should provide a sufficient sum of money to make major improvements when it is needed and should take into account the relative costs of obtaining the funds. Decision criteria considered shall include the following:
 - (a) Debt shall be primarily used to finance capital projects with a relatively long life expectancy, i.e., ten (10) years or greater. Capital requirements that are recurring, of relative small scale, or are for short-lived improvement should be funded through current funds or the Capital Reserve Fund.
 - (b) Debt shall be issued in such a way so that the term of the financing does not exceed the useful life of the asset.

4. All budgeted funds are required to be balanced. As such, total anticipated revenues, plus fund balance applied if applicable, must equal the sum of budgeted expenditures for each fund.
5. The Town maintains a financial and budgetary control system to ensure adherence to the budget and an awareness of the financial environment, preparing quarterly reports to compare actual revenues and expenditures to budgeted amounts.

C. Capital Improvement Program:

1. A Capital Improvement Program shall be prepared by Town staff and submitted to the Planning Commission as per Connecticut General State Statutes.
2. The Town Council shall approve a Capital Improvement Program annually.
3. The Capital Improvement Program shall consist of a multi-year priority listing of long term capital projects, accompanied by a financing plan which finances all projects in the plan, and is supported by the appropriate sources of revenue. The financing plan shall be in accordance with the debt management policies contained herein.
4. It is the intent of these policies that authorized projects must be part of an adopted Capital Improvement Program.
5. Appropriations for construction or for other permanent improvements from whatever source derived shall not lapse until the purpose for which the appropriation was made shall have been accomplished or abandoned. However any project shall be deemed to have been abandoned if three (3) fiscal years lapse without any expenditure from or encumbrance of the appropriation therefore. Furthermore, any such appropriation which has not been completely expended at the end of five (5) years from the date thereof shall thereupon lapse, unless re-appropriated or extended.

D. Capital Reserve Fund:

1. A Capital Reserve Fund shall be funded annually to ensure that adequate funds are available to purchase equipment, repairs and improvements on a timely basis. This program is designed to stabilize budgeting for such purchases and to fund that part of the Town's capital budget related to those purchases.
2. As per council resolution adopted in December of 1984 and Ordinance Number 179 adopted on September 17, 1985, the Town Manager shall include in the proposed annual budget not less than four (4) percent of the total General Fund Budget for the purpose of paying current outstanding debt service and allocating funds to a "Reserve Fund for Capital and Non-Recurring Expenditures". The amount of said Capital Reserve Fund for capital items will be the remainder after subtracting the necessary debt service payments. The amount so allocated shall be subject to the annual budgetary process.

E. Management:

1. It shall be the responsibility of the Town Manager or his designee to maintain all necessary files associated with the issuance of Town debt.
2. The Town Manager shall submit for Council consideration a fiscal impact statement prior to any Council action to authorize a project involving the issuance of debt. The fiscal impact statement shall contain tables, charts and graphs which address the following:
 - (a) an estimate of the debt service levy to be required at the time of long term debt issuance,
 - (b) a calculation showing the impact of this additional levy to the existing debt service levy at that time,
 - (c) a schedule showing the impact of such issuance on the mill rate over the period of time that the issuance is for, and
 - (d) a table setting forth the computation of the debt limit of the Town and the debt incurring margin as set by State Statute and listing various debt ratios relating to the Town's indebtedness.

F. Debt Issuance Ratios/Limits and Repayment Schedules:

1. The Town shall use the following limits to guide issuance of debt:
 - (a) The Town shall not exceed fifty (50) percent of its statutory debt limit.
 - (b) Total direct indebtedness shall not exceed five (5) percent as percentage of full valuation (most recent equalized grand list as developed by the State of Connecticut).
 - (c) Total debt service shall not exceed ten (10) percent of the Total General Fund expenditures.
2. Repayment schedules shall be designed to relate to the useful life of the asset and generally be in accordance with the following:
 - (a) Fifteen (15) years for most general obligation public improvement debt.
 - (b) Twenty (20) years for benefit district debt and debt supported by special revenues.
 - (c) Ten (10) to twenty (20) years for capital improvement of town-wide significance and where justified by the magnitude of the project.
 - (d) On an overall basis, all general obligation debt shall be structured to retire at least fifty (50) percent of the Town's indebtedness within ten (10) years.

G. Operating Reserves:

1. The maintenance of adequate operating reserves is essential to the financial strength and flexibility of the Town. Undesignated levels should not be construed as surpluses or over taxation by the town but rather an element of sound fiscal management required for sustaining a high credit rating and financial management flexibility. They are an integral part of the financial structure of the Town and provide a cushion against potential revenue and expenditure volatility.

Operating reserves are a significant factor considered in evaluating and assigning credit ratings by the bond rating agencies.

2. The Town shall maintain the following reserves:
 - (a) An annual contingency reserve in the general fund operating budget which is not more than two (2) percent of annual expenditures.
 - (b) An unassigned General Fund reserve maintained in an amount equal to at least fifteen percent (15%) of annual general fund expenditures. In the event the balance falls below the minimum a plan will be developed to promptly address the shortfall.
 - (c) Any General Fund surplus exceeding 20% on a budgetary basis will be reviewed annually by the Council after completion & acceptance of the annual audit.
 - (d) A sixty (60) day reserve in special revenue funds in order to meet potential unanticipated needs.

H. Continuing Disclosure:

1. The Town is committed to continuing disclosure of financial and pertinent credit information relevant to the Town's outstanding securities and will abide by the provisions of the Securities and Exchange Commission (SEC), Rule 15c2-12 concerning primary and secondary market disclosure. The Town shall file such information through the Municipal Securities Rulemaking Board's Electronic Municipal Market Access (EMMA) system and where applicable on the Town's web page.

I. Alternative Financing Plan:

The Town Manager is allowed to suggest to the Town Council an alternative financing plan for proposed capital projects if a complete analysis indicates that an alternative approach is deemed in the best interests of the Town of Groton.

Excerpt from Town Charter that describes the process for preparing, reviewing, adopting and amending the budget.

CHAPTER IX. BUDGET AND FINANCE

9.1 Annual Budget Preparation.

9.1.1 The Budget shall provide a complete financial plan of all town funds to be appropriated for the ensuing fiscal year and, except as required by CGS or this Charter, shall be in such form as the Council may require. The Budget shall begin with a general summary of its contents; shall show in detail all estimated income, including the proposed property tax levy, and all proposed expenditures, including debt service, for the ensuing fiscal year; and shall be so arranged to show comparative figures for actual revenue and expenditures of the preceding fiscal year, estimated revenue and expenditures of the current fiscal year, and estimates of revenue and requested budget for the next fiscal year.

9.1.2 The Budget shall include the Town Manager's recommendations of the amounts to be appropriated for the several departments, departmental functions, offices or agencies of the Town for the ensuing fiscal year for all items, except that the Town Manager shall transmit to the Council the estimates for the BOE or any political subdivision within the Town as submitted to the Town Manager under Section 9.2. Upon the request of the Council, the Town Manager may provide comments on the budget estimates of any political subdivision. The Town Manager shall present reasons for all the manager's recommendations with other such information as may be required by the Council.

9.1.3 *Proposed Capital Projects.*

As part of the annual Budget or as a separate report attached thereto, the Town Manager shall present a program, previously considered and acted upon by the Town Planning Commission in accordance with the CGS, concerning municipal improvements and proposed capital projects for the ensuing fiscal year and for the five (5) fiscal years thereafter. Estimates of the costs of such projects shall be submitted by each department, departmental function, office or agency including the BOE annually in the form and manner prescribed by the Town Manager. The Town Manager shall recommend to the Council those projects to be undertaken during the ensuing fiscal year and the methods of financing the same. All proposed capital projects, regardless of the proposed method or source of funding, shall be included in the Budget. No capital project, regardless of the method or source of funding, shall be undertaken until it has been approved by a majority vote of the RTM.

9.1.4 *Fiscal Year.*

The fiscal year of the Town shall begin on July 1st and end June 30th unless changed by the CGS.

9.2 Duties of the Town Manager on the Budget.

The Town Manager shall require each department, office or agency of the Town supported wholly or in part by town funds, or for which a specific town appropriation is made, including the BOE and any political subdivision within the Town requesting an appropriation, to set forth in such form as the Council may prescribe, a program or programs showing services, activities and work accomplished during the current year and to be accomplished during the ensuing year. Estimated cost of services, work and activities shall be included.

9.2.1 *Budget Estimates.*

9.2.1.1 The Town Manager shall compile preliminary estimates for the annual Budget. The head of each department, office or agency of the Town, except the BOE and any political subdivision within the Town requesting town appropriation, shall file with the Town Manager on or before January 14th on forms prescribed and provided by the Manager a detailed estimate of the expenditures to be incurred by each department, departmental function or agency and the revenue, other than tax revenues, to be earned thereby in the ensuing fiscal year and such other information as may be required by the Council or the Town Manager.

9.2.1.2. The Chairman of the BOE shall submit a similar report on or before February 28th.

9.2.1.3. The governing body of any political subdivision within the Town requesting town appropriations shall submit a similar report on or before February 28th.

9.2.2. Not later than March 15th the Town Manager shall present to the Council a total Budget of the general form and content described in Section 9.1.

Sec. 9.3 Duties of the Council on the Budget.

9.3.1 General.

Following receipt of the proposed budget estimates from the Town Manager, the Chairman of the BOE, and the political subdivisions, and not later than April 6th, the Council shall hold at least one public hearing at which the public may have an opportunity to be heard regarding appropriations for the ensuing fiscal year. At least ten (10) days prior to the aforementioned public hearing, the Council shall cause sufficient copies of said budget estimates to be made available for general distribution in the office of the Town Clerk; shall cause a copy of said estimates to be made available for download via the internet; and shall cause to be published in a newspaper having circulation in the Town, a notice of such public hearing and a summary of said proposed budget estimates and also showing the amount proposed to be raised by taxation. After holding such hearing and on or before April 28th, the Council shall approve a Budget, present the same to the RTM, and set a date for the annual budget meeting of the RTM. The Council's proposed Budget need not be limited in total or in any particular by the recommendations of the Town Manager, the BOE, nor any political subdivision within the Town.

9.3.2 Tax rate.

When the Council approves the Budget, it shall also compute the tax rate in mills which would be levied on the taxable property in the Town for the ensuing fiscal year if the RTM adopts the Budget. Such tax shall be sufficient to pay all estimated expenses for the ensuing year, and any deficits of the current year. When the RTM has approved a final Budget, the Council shall determine the final tax rate on or before June 9th.

Sec. 9.4 Duties of the RTM on the Budget.

Following receipt of the Budget approved by the Council, the RTM shall meet as directed by the Council for the consideration of the Budget. This meeting shall be held on or before May 3rd at such hour and at such place as the Council shall direct. It may be adjourned from time-to-time provided that final action be taken on the Budget not later than May 25th.

The RTM may cut appropriations recommended in the Budget and may, by a two-thirds (2/3) vote of the members present and voting, restore cuts made in a department appropriation by the Council; provided, that in no case can the final total of the Budget or of any bond issue be greater than that proposed by the Town Manager (including the BOE budget) or by the Council, whichever is greater. The RTM shall return the approved Budget to the Council.

Sec. 9.5 Failure to adopt Budget.

9.5.1 Council fails to adopt Budget.

Should the Council fail to approve a Budget on or before April 28th, the Budget as transmitted by the Town Manager, in accordance with the provisions of Section 9.2.2 of this Charter, shall be presented to the RTM. Should the RTM adopt a Budget at the annual budget meeting as specified in Section 9.4 of this Charter, the RTM's adopted Budget shall be deemed to be the Budget of the Town, and the Council shall lay the tax rate in accordance therewith.

9.5.2 RTM fails to adopt Budget.

Should the Council approve a Budget on or before April 28th, and the RTM fails to adopt a Budget at the annual budget meeting as specified in Section 9.4 of this Charter, the Council's approved Budget shall be deemed to be the Budget of the Town, and the Council shall lay the tax rate in accordance therewith.

9.5.3 Both Council and RTM fail to adopt Budget.

Should the Council fail to approve a Budget on or before April 28th, the Budget as transmitted by the Town Manager in accordance with the provisions of Section 9.2.2 of the Charter, shall be presented to the RTM. Should the RTM fail to adopt a Budget at the annual budget meeting as specified in Section 9.4 of the Charter, the Budget as transmitted by the Town Manager in accordance with Section 9.2.2 of the Charter shall be deemed to be the Budget of the Town, and the Town Manager shall lay the tax rate in accordance therewith.

Sec. 9.6 Financial Powers of the RTM.

Any appropriation of ten thousand dollars (\$10,000) or more in addition to or supplementary to the annual budget appropriation, the issuance of bonds or notes, except notes in anticipation of taxes to be paid within the fiscal year in which issued, and any resolution providing for the sale of real estate of the Town valued in excess of ten thousand dollars (\$10,000) used or reserved for town purposes or the purchase of real estate valued in excess of ten thousand dollars (\$10,000) for such purposes, shall become effective, except as otherwise specifically provided in this Charter, only after it has been adopted by the RTM by the vote of the majority of those present and voting at such meeting.

The RTM shall not act upon any proposal for the sale or purchase of real estate or the issuance of bonds or other borrowing except upon recommendation of the Council nor act upon any appropriation which has not been acted upon by the Council.

No capital project, regardless of the method or source of funding, shall be undertaken until it has been approved by a majority vote of the RTM.

Sec. 9.7 Emergency Appropriations.

Emergency appropriations not exceeding fifty thousand dollars (\$50,000.00) in any one fiscal year may be made upon the recommendation of the Town Manager and by a vote of not less than seven (7) members of the Council for the purpose of meeting a public emergency threatening either the lives, health or property of citizens; provided a public hearing, at which any elector or taxpayer of the Town shall have an opportunity to be heard, shall be held prior to making such appropriations, notice of which hearing shall be given in a local daily newspaper having circulation in the Town not more than ten (10) days nor less than five (5) days prior to such hearing. Such hearing and notice of hearing may be waived if the Council by an affirmative vote of not less than eight (8) of its members shall decide that a delay in making the emergency appropriation would jeopardize the lives or health or property of citizens.

In addition to the above appropriation, upon the recommendation of the Town Manager, the Council may also make an emergency appropriation for similar purposes not exceeding ten thousand dollars (\$10,000) without any such hearing and notice upon the affirmative vote of not less than six (6) of its members. In the absence of an available unappropriated and unencumbered surplus in the general fund to meet such appropriations, additional means of financing shall be provided in such a manner, consistent with the provisions of the CGS and of the Charter, as may be determined by the Council.

Sec. 9.8 Tax Bills.

It shall be the duty of the Tax Collector to prepare and mail to each taxpayer, before the date when taxes are due and payable, a tax bill the form of which shall be acceptable to the Commissioner of Revenue Services.

Sec. 9.9 Assessment and Collection of Taxes.

Except as specifically provided in the Charter, the assessment of property for taxation and the collection of taxes shall be carried on as provided in the CGS.

Sec. 9.10 Expenditures and Accounting.

9.10.1 General.

No purchase shall be made by any department, ABC, or officer of the Town other than the BOE, the Probate Court, except through the Purchasing Agent and such purchases shall be made under such rules and regulations as may be established by the Council. The Director of Finance shall record the amounts of authorized purchases and contracts for future purchases as encumbrances against the appropriation from which they are to be paid.

9.10.2 Approval by Director of Finance.

No voucher, claim or charge against the Town shall be paid until the same has been audited by the Director of Finance or the Director's agent and approved by him/her for correctness and legality. Checks shall be drawn by the Director of Finance for the payment of approved claims which shall be valid only when countersigned by the Treasurer. The Council may make provision, by resolution, for other town officials, or town or BOE employees to sign and countersign checks in the absence or inability to act of either the Director of Finance or the Treasurer, or both, subject to such conditions as the Council may impose.

9.10.2.1 Restrictions on purchasing. Purchases shall be made under such rules and regulations as may be established by the Council, subject to the provisions of CGS.

9.10.3 Method of making Payments.

The Director of Finance shall prescribe the time at which and the manner in which persons receiving money on account of the Town shall pay the same to the Town Treasurer.

9.10.4 Council Approval before exceeding Budgetary item.

The several departments, commissions, officers and boards of the Town shall not involve the Town in any obligation to spend money for any purpose in excess of the amount appropriated therefor until the matter has been approved and voted by the Council and each order drawn upon the Treasurer shall state the department, commission, board or officer or the appropriation against which it is to be charged. When any department, commission, board or officer shall desire to secure a transfer of funds in its or his/her appropriation from funds set apart for one specific purpose

to another, before incurring any expenditure therefor, such department, commission, board or officer shall make application to the Town Manager whose duty it shall be to examine into the matter, and upon approval of the Council such transfer may be made but not otherwise.

9.10.5 Council Authority for Transfer of Funds.

Upon the request of the Town Manager, but only within the last three (3) months of the fiscal year, the Council may by resolution transfer any unencumbered appropriations, balance or portion thereof from one department, commission, board or office to another.

In no instance shall appropriations for debt service or other statutory charges be transferred to other purposes. Transfers of ten thousand dollars (\$10,000) or more shall become effective only after they have been adopted by the RTM by the vote of the majority of those present and entitled to vote at such meeting.

9.10.6 Supplemental appropriations.

Additional appropriations over and above the total Budget may be made from time to time by the Council, except as otherwise provided in this Charter, upon recommendation of the Town Manager and certification from the Director of Finance or his/her agent as approved by the Town Manager that there is available an unappropriated and unencumbered surplus in general fund to meet such appropriations.

9.10.7 Contingency account.

No expenditure may be charged to the contingency account, but the Council may transfer funds in the contingency account to any other account. Transfers of ten thousand dollars (\$10,000) or more shall become effective only after they have been adopted by the RTM by the vote of the majority of those present and entitled to vote at such meeting.

9.10.8 Penalties for violations.

Every payment made in violation of the provision of this Charter shall be deemed illegal and every official authorizing or making such payment or taking part therein and every person receiving such payment or any part thereof shall be jointly and severally liable to the Town for the full amount so paid or received. If any officer or employee of the Town or BOE shall knowingly incur any obligation or shall authorize or make any expenditure in violation of the provisions of the Charter or take any part therein, such action shall be cause for his/her removal.

Sec. 9.11 Contributions.

The annual Budget may include contributions to organizations or private corporations which perform a public function that benefits the Town and/or its residents. Such organizations or private corporations shall properly account for the proposed spending of funds provided by the Town.

Sec. 9.12 Annual Audit.

The Council shall require an annual audit of all accounts of record and all town funds appropriated, nonappropriated and held in trust in accordance with the CGS.

Sec. 9.13 Borrowing.

The Town shall have the power to incur indebtedness by issuing its bonds or notes as provided by the CGS subject to the limitations thereof and the provisions of this section.

The issuance of bonds and notes shall be authorized by ordinance and if any such bond issue or issuance of notes, except notes in anticipation of taxes to be paid or other revenue to be received within the fiscal year in which issued, shall exceed when authorized the sum of seven hundred fifty thousand dollars (\$750,000) or which shall, when added to all other bond issues or issuance of notes previously authorized in the same fiscal year bring the total of such bond issues or issuance of notes authorized for that fiscal year to a sum in excess of seven hundred fifty thousand dollars (\$750,000), said bond issue or issuance of notes shall be approved by a referendum vote at any regular town, state or special election or at a referendum called for that purpose.

RESERVE FUND FOR CAPITAL AND NON-RECURRING EXPENDITURES

ARTICLE I. - IN GENERAL

Sec. 2-1. - Reserve fund for capital and nonrecurring expenditures.

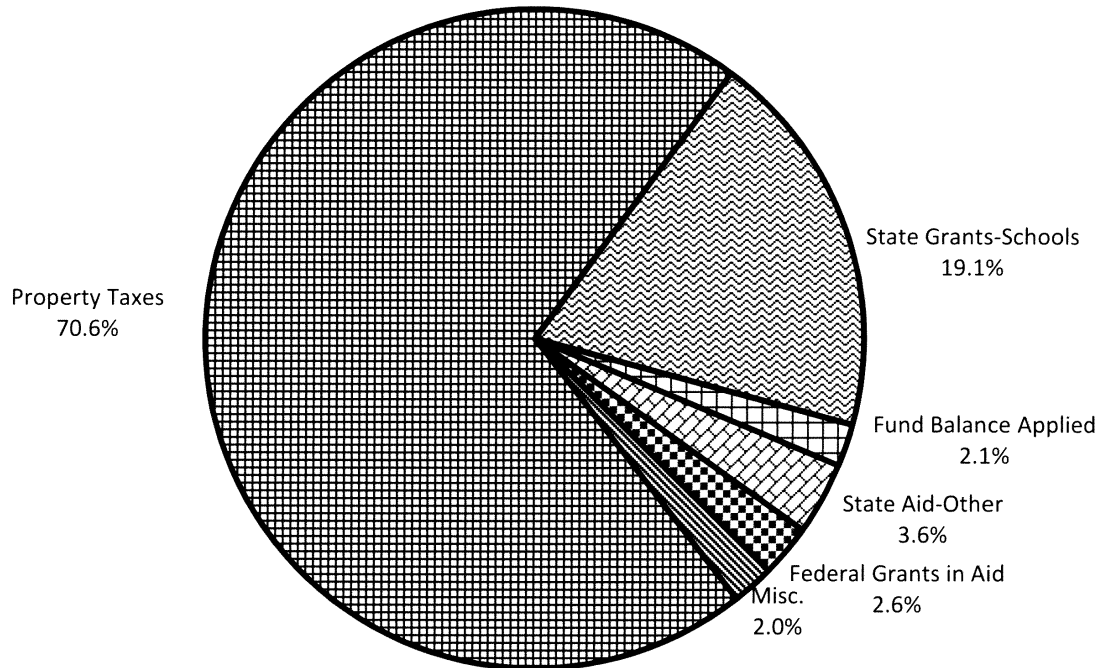
- (a) Creation of fund. Pursuant to C.G.S. §§ 7-359 through 7-368, there is hereby established a reserve fund for capital and nonrecurring expenditures for the town.
- (b) Allocation to reserve fund. The town manager shall include in the proposed annual budget to the town council an allocation of funds to the reserve fund based on the following formula: Calculate the amount of not less than four percent of the general fund budget, subtract the sum necessary to defray general fund obligated annual debt service, the remainder amount to be allocated to the reserve fund for capital and nonrecurring expenditures. The amount so allocated shall be subject to the annual budget and appropriation or supplemental appropriation process as provided in the Charter. No appropriation shall be made to such fund so that the total fund balance exceeds 50 percent of the total general fund budget, or the unappropriated portion of the fund exceeds 12 percent of the total general fund budget.
- (c) Appropriation from the fund. The town manager shall annually recommend expenditures from such fund for the purpose of planning, construction, reconstruction, or acquisition of any specific capital improvement or acquisition of any specific item of equipment as provided by statute, such expenditures proposed shall be subject to the annual budget and appropriation or supplemental appropriation process as provided by the Charter. Appropriations from the fund shall be made only for capital assets, projects, or acquisitions of a nonrecurring nature, with a cost of over \$25,000.00, and with a useful life expectancy of over five years. Supplemental appropriations from the fund shall require public notice, a public hearing, and simple majority vote of the town council and representative town meeting.
- (d) Maintenance of the fund. At least quarterly, the town manager shall report to the town council on the status of the fund and the expended and unexpended balances of each appropriation.

(Ord. No. 179, 9-17-85)

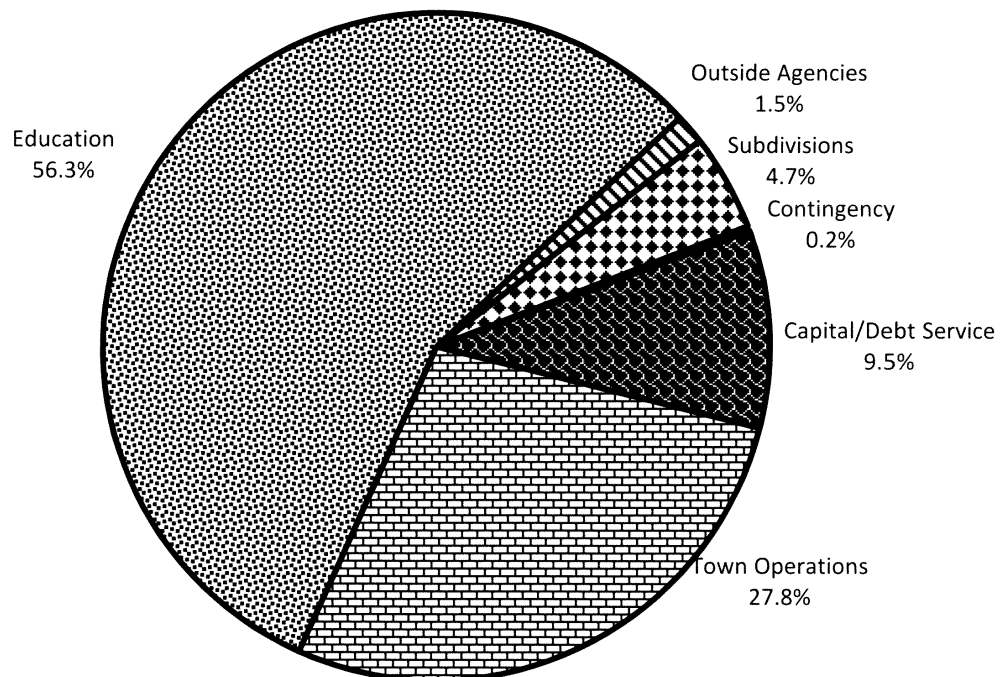
TOWN OF GROTON

ADOPTED/ADJUSTED FYE 2022 Budget

GENERAL FUND REVENUES



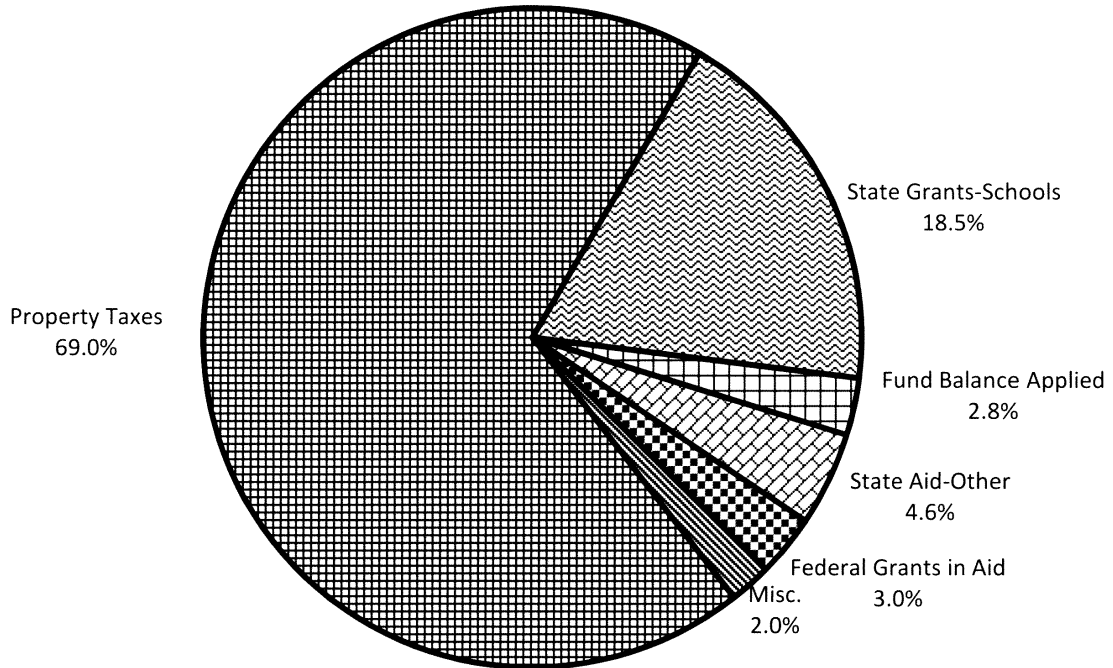
GENERAL FUND EXPENDITURES



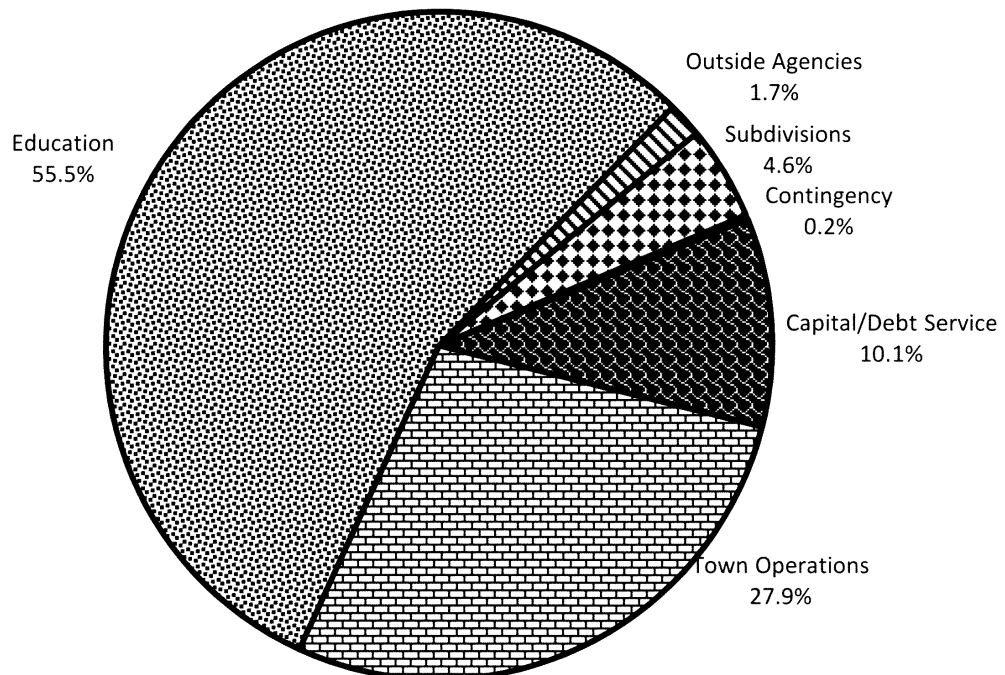
TOWN OF GROTON

ADOPTED FYE 2023 Budget

GENERAL FUND REVENUES



GENERAL FUND EXPENDITURES



TOWN OF GROTON				
Reconciliation from Manager's to Council's to RTM's Budget				
FYE 2023 Budget - General Fund (#100)				
Manager's Budget (as of March 15, 2022):				\$ 148,334,375
Reductions to Manager's Budget by Town Council:				
10845	Outside Agencies 4/2/2022	\$ (15,000)		
10750	Capital Reserve 4/18/2022	\$ (4,339,000)		
10901	City of Groton Highway Maintenance 4/9/2022	\$ (1,400,000)		
10734	Contributions to Other Funds - TIF 4/18/2022	\$ (406)		
	Total Reductions		\$ (5,754,406)	
Additions by Town Council:				
1064	Parks and Recreation 3/20/2022	\$ 82,598		
10848	Mystic River Ambulance 4/2/2022	\$ 5,000		
1005	Town Clerk 4/4/2022	\$ 1,380		
	Total Additions		\$ 88,978	
	Net Change			\$ (5,665,428)
Council's Budget (as of April 18, 2022):				\$ 142,668,947
Additions to Council's Budget by RTM:				
10845	Outside Agencies 5/18/2022	\$ 15,000		
	Total Additions		\$ 15,000	
Reductions to Council's Budget by RTM:				
1094	Contingency 5/2/2022	\$ (50,000)		
1001	Legislative Policy 5/9/2022	\$ (5,000)		
10848	Mystic River Ambulance 5/18/2022	\$ (5,000)		
	Total Reductions		\$ (60,000)	
	Net Change			\$ (45,000)
RTM's Budget (as of May 23, 2022):				\$ 142,623,947

TOWN OF GROTON
FYE 2023 General Fund
CALCULATION OF GRAND LIST, MILL RATE AND FUND BALANCE

FINAL Mill rate decreased from 25.98 to 21.28 mills or 18.1% decrease.	6 7 2022
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Based on NET 10/1/21 Grand List Categories						
1	Real Estate	\$4,062,624,404				
2	Motor Vehicle	\$291,055,795				
3	Personal Property	\$257,527,668				
4	Total Grand List (adjusted net)	\$ 4,611,207,867				
5	(AFTER Board of Assessment Appeals adjustments)	\$ 4,611,207,867				
Calculation of Mill Rate						
1	Total Operating Appropriations	\$142,623,947				
2	Less: Operating Revenues	\$41,555,862				
3	Sub-Total: Appropriations less Operating Revenues & Grants	\$101,068,085				
4	Less: (Fund Balance Applied) / needed to maintain minimum FB%	(\$4,000,000)				
5	Balance To Be Raised From Taxes	\$97,068,085			Mill Rate	One Mill =
6	divided by Grand list (at 100% collection rate)	0.021050			21.05	\$4,560,485
7	Mill Rate Adjusted (at 98.9% Collection Rate)				21.28	
8	(based on a 3 year collection rate)	0.021285				
Analysis of Unassigned Fund Balance						
1	Unassigned Fund Balance as of June 30, 2021			\$28,821,995		
2	Less: Supplemental Appropriations during the year 2021			\$0		
3	Add: FYE 2022 returned to Fund Balance or (additional needed)			\$ 3,788,957		
4	Estimated Unassigned Fund Balance as of June 30, 2022			\$32,610,952		
5	Less: (Fund Balance Designated for FYE 2023) / additional needed to meet 15%			(\$4,000,000)		
6	Estimated Unassigned Fund Balance as of June 30, 2022			\$28,610,952		
7	Estimated Unassigned Fund Balance on June 30, 2023 as a % of FYE 2023 Operating Appropriations			20.06%		

TOWN OF GROTON
FYE 2023 Adopted Budget
GENERAL FUND REVENUE DETAIL

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ADOPTED ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023	\$ Variance Adjusted to Adopted	% Variance Adjusted to Adopted
General Property Taxes								
4110 Current Taxes	\$ 92,264,353	\$ 95,813,539	\$ 95,912,660	\$ 102,794,613	\$ 97,129,185	\$ 97,068,085	\$ 1,254,546	1.3%
4111 Supplemental MV Tax	\$ 661,470	\$ 575,000	\$ 897,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 25,000	4.3%
4113 Interest & Lien Fees	\$ 549,501	\$ 300,000	\$ 440,000	\$ 275,000	\$ 275,000	\$ 275,000	\$ (25,000)	-8.3%
4114 Prior Year Taxes	\$ 1,000,743	\$ 550,000	\$ 550,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ (100,000)	-18.2%
Total General Property Taxes	\$ 94,476,067	\$ 97,238,539	\$ 97,799,660	\$ 104,119,613	\$ 98,454,185	\$ 98,393,085	\$ 1,154,546	1.2%
Licenses and Permits								
4234 Bldg & Related Permits/C.O.	\$ 466,952	\$ 525,000	\$ 475,000	\$ 525,000	\$ 525,000	\$ 525,000	\$ -	0.0%
4236 Sporting Licenses	\$ 28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
4238 Dog Licenses	\$ 1,736	\$ 5,000	\$ 5,000	\$ 1,900	\$ 1,900	\$ 5,000	\$ -	0.0%
4239 Other Licenses & Permits	\$ 31,406	\$ 11,750	\$ 24,850	\$ 25,520	\$ 25,520	\$ 25,520	\$ 13,770	117.2%
4242 Building Permits-Education Fee	\$ 8,591	\$ 750	\$ 750	\$ 750	\$ 750	\$ 750	\$ -	0.0%
4243 State Land Use Fees	\$ 94	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	0.0%
Total Licenses and Permits	\$ 508,807	\$ 542,600	\$ 505,700	\$ 553,270	\$ 553,270	\$ 556,370	\$ 13,770	2.5%
Revenue from Investments								
4412 Interest on Investments	\$ 150,077	\$ 125,000	\$ 65,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ (50,000)	-40.0%
Total Revenue from Investments	\$ 150,077	\$ 125,000	\$ 65,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ (50,000)	-40.0%
State Grants in Aid-Education								
4521 Education Cost Sharing	\$ 25,006,069	\$ 25,040,045	\$ 25,183,030	\$ 25,040,045	\$ 25,040,045	\$ 25,040,045	\$ -	0.0%
4522 Adult Education	\$ 117,310	\$ 113,451	\$ 116,711	\$ 116,103	\$ 116,103	\$ 116,103	\$ 2,652	2.3%
4525 Special Education	\$ 998,437	\$ 925,000	\$ 1,010,911	\$ 1,093,637	\$ 1,093,637	\$ 1,093,637	\$ 168,637	18.2%
4534A Magnet School Transportation	\$ 143,000	\$ 185,000	\$ 123,500	\$ 143,000	\$ 143,000	\$ 143,000	\$ (42,000)	-22.7%
4544 Non-Public Pupil Service	\$ 18,783	\$ 26,246	\$ 26,370	\$ 26,369	\$ 26,369	\$ 26,369	\$ 123	0.5%
Total State Grants in Aid-Education	\$ 26,283,599	\$ 26,289,742	\$ 26,460,522	\$ 26,419,154	\$ 26,419,154	\$ 26,419,154	\$ 129,412	0.5%
State Grants in Aid-General Gov								
4516 Municipal Project Grant	\$ 1,821,456	\$ 1,819,768	\$ 2,362,532	\$ 2,362,532	\$ 2,362,532	\$ 2,362,532	\$ 542,764	29.8%
4551 PILOT: Enterprise Zone	\$ 123,136	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
4553 PILOT: State & Tax Exempts	\$ 603,313	\$ 602,530	\$ 1,734,495	\$ 1,712,768	\$ 1,712,768	\$ 1,725,768	\$ 1,123,238	186.4%
4554 Pequot-Mohegan Grant	\$ 1,232,069	\$ 1,232,069	\$ 1,232,069	\$ 1,232,069	\$ 1,232,069	\$ 1,232,069	\$ -	0.0%
4555 911 Enhancements	\$ 223,344	\$ 200,000	\$ 221,582	\$ 221,000	\$ 221,000	\$ 221,000	\$ 21,000	10.5%
4556 Miscellaneous State Revenue	\$ 11,634	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
4557 Nuclear Safety Drill	\$ 40,100	\$ 55,100	\$ 55,100	\$ 55,100	\$ 55,100	\$ 55,100	\$ -	0.0%
4559 Town Highway Aid	\$ 371,847	\$ 371,847	\$ 371,022	\$ 371,022	\$ 371,022	\$ 371,022	\$ (825)	-0.2%
4560 Telephone Access	\$ 137,637	\$ 137,000	\$ 118,675	\$ 118,000	\$ 118,000	\$ 118,000	\$ (19,000)	-13.9%
4565A Municipal Stabilization Grant	\$ 466,668	\$ 466,668	\$ 466,668	\$ 466,668	\$ 466,668	\$ 466,668	\$ -	0.0%
4568 Youth Service Bureau	\$ 27,888	\$ 27,888	\$ 27,888	\$ 27,885	\$ 27,885	\$ 27,885	\$ (3)	0.0%
Total State Grants in Aid-General Gov	\$ 5,059,092	\$ 4,912,870	\$ 6,590,031	\$ 6,567,044	\$ 6,567,044	\$ 6,580,044	\$ 1,667,174	33.9%
Federal Grants in Aid								
4508 Federal Funds	\$ 90,630	\$ 195,100	\$ 165,068	\$ 196,570	\$ 196,570	\$ 196,570	\$ 1,470	0.8%
4510 FEMA Reimbursement	\$ 41,631	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
4591 Pupil Impact Aid	\$ 4,213,846	\$ 3,316,515	\$ 3,901,177	\$ 4,094,283	\$ 4,094,283	\$ 4,094,283	\$ 777,768	23.5%
4592 Emergency Management (SLA)	\$ 19,538	\$ 19,600	\$ 19,600	\$ 19,300	\$ 19,300	\$ 19,300	\$ (300)	-1.5%
Total Federal Grants in Aid	\$ 4,365,645	\$ 3,531,215	\$ 4,085,845	\$ 4,310,153	\$ 4,310,153	\$ 4,310,153	\$ 778,938	22.1%

TOWN OF GROTON
FYE 2023 Adopted Budget
GENERAL FUND REVENUE DETAIL

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ADOPTED ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023	\$ Variance Adjusted to Adopted	% Variance Adjusted to Adopted
Charges for Current Services								
4602 Planning Application Fees	\$ 10,265	\$ 8,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 1,000	12.5%
4610 Recording Instruments	\$ 211,136	\$ 120,000	\$ 200,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 30,000	25.0%
4611 Conveyance Tax	\$ 700,546	\$ 600,000	\$ 744,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ -	0.0%
4617 Maps/Copies/Document Sales	\$ 469	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ -	0.0%
4618 Tax Collection Services	\$ 171,283	\$ 171,282	\$ 171,283	\$ 178,648	\$ 178,648	\$ 178,648	\$ 7,366	4.3%
4620 Sewer Fund Contribution	\$ 503,108	\$ 430,354	\$ 430,354	\$ 527,918	\$ 527,918	\$ 527,918	\$ 97,564	22.7%
4622 Accident Reports	\$ 4,388	\$ 4,800	\$ 4,800	\$ 4,500	\$ 4,500	\$ 4,500	\$ (300)	-6.3%
4623 Dispatch/Paramedic Service	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
4624 N Stonington-Dispatch	\$ 45,313	\$ 52,819	\$ 32,467	\$ 32,467	\$ 32,467	\$ 32,467	\$ (20,352)	-38.5%
4629 Coord Medical Emergency Director	\$ 21,686	\$ 22,000	\$ 21,606	\$ 21,606	\$ 21,606	\$ 21,606	\$ (394)	-1.8%
4631 BOE-FHS/Ground Mowing	\$ 61,914	\$ 63,771	\$ 63,771	\$ 65,684	\$ 65,684	\$ 65,684	\$ 1,913	3.0%
4632 GIS Revenue	\$ 735	\$ 420	\$ 350	\$ 350	\$ 350	\$ 350	\$ (70)	-16.7%
4637 Snow/Ice Control Services	\$ 42,383	\$ 20,000	\$ 44,931	\$ 30,000	\$ 30,000	\$ 30,000	\$ 10,000	50.0%
4641 Vital Statistics	\$ 6,699	\$ 5,000	\$ 6,500	\$ 6,000	\$ 6,000	\$ 6,000	\$ 1,000	20.0%
Total Charges for Current Services	\$ 1,782,925	\$ 1,501,946	\$ 1,732,562	\$ 1,629,673	\$ 1,629,673	\$ 1,629,673	\$ 127,727	8.5%
Schools-Library-Recreation								
4662 Tuition from Other Towns	\$ 19,006	\$ 20,000	\$ 1,100	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.0%
4669 Other School Receipts	\$ 22,073	\$ 16,000	\$ 40,589	\$ -	\$ -	\$ -	\$ (16,000)	-100.0%
4670 Library Fines	\$ 365	\$ 5,250	\$ -	\$ -	\$ -	\$ -	\$ (5,250)	-100.0%
4671 Library-Lost & Damaged	\$ 1,285	\$ 1,099	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ (99)	-9.0%
4672 Senior Center Fees	\$ 1,802	\$ 2,500	\$ 2,000	\$ 2,800	\$ 2,800	\$ 2,800	\$ 300	12.0%
4684Z Community Events	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	N/A
4688 Library Fees	\$ 4,112	\$ 6,000	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 1,500	25.0%
4691 Library-Copier Fees	\$ 2,201	\$ 1,650	\$ 3,400	\$ 3,400	\$ 3,400	\$ 3,400	\$ 1,750	106.1%
4695 Library Passport Fees	\$ -	\$ -	\$ 5,800	\$ 5,800	\$ 5,800	\$ 5,800	\$ 5,800	N/A
Total Schools-Library-Recreation	\$ 50,844	\$ 52,499	\$ 61,389	\$ 45,500	\$ 45,500	\$ 45,500	\$ (6,999)	-13.3%
Other Revenue								
4310 Court Fines	\$ 5,344	\$ 14,000	\$ 7,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ (8,000)	-57.1%
4311 Parking Tickets	\$ 230	\$ 2,040	\$ 6,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 6,960	341.2%
4702 COG-Climate Resilience Mgr	\$ -	\$ 24,894	\$ -	\$ -	\$ -	\$ -	\$ (24,894)	-100.0%
4710 Land Record Copies	\$ 33,875	\$ 25,000	\$ 33,600	\$ 30,000	\$ 30,000	\$ 30,000	\$ 5,000	20.0%
4711 Vital Copies	\$ 64,058	\$ 60,000	\$ 60,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 2,000	3.3%
4712 Finance Dept. Copies	\$ 162	\$ 130	\$ 400	\$ 400	\$ 400	\$ 400	\$ 270	207.7%
4714 Returned Check Fees	\$ 839	\$ 650	\$ 820	\$ 800	\$ 800	\$ 800	\$ 150	23.1%
4715 Aircraft Registrations	\$ 20,370	\$ 20,370	\$ 21,120	\$ 21,500	\$ 21,500	\$ 21,500	\$ 1,130	5.5%
4716 Delinquent MV Fee	\$ 13,816	\$ 15,000	\$ 15,500	\$ 15,500	\$ 15,500	\$ 15,500	\$ 500	3.3%
4717 PILOT Payments - Other	\$ 50,254	\$ 50,000	\$ 51,479	\$ 45,000	\$ 45,000	\$ 45,000	\$ (5,000)	-10.0%
4731 Sale of Fixed Assets	\$ 27,717	\$ 10,000	\$ 18,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
4733 Misc. Unclassified	\$ 96,093	\$ 5,350	\$ 47,268	\$ 23,900	\$ 23,900	\$ 23,900	\$ 18,550	346.7%
4734 Animal Control Fees	\$ 1,274	\$ 2,250	\$ 1,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ (250)	-11.1%
4740 Disposal Fees	\$ 220,571	\$ 164,402	\$ 160,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 15,598	9.5%
4741 Lease Fees	\$ 194,399	\$ 198,370	\$ 201,368	\$ 201,368	\$ 201,368	\$ 201,368	\$ 2,998	1.5%
4766 Payments From Other Funds	\$ 31,319	\$ 6,500	\$ 6,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 1,000	15.4%
Total Other Revenue	\$ 760,321	\$ 598,956	\$ 630,055	\$ 614,968	\$ 614,968	\$ 614,968	\$ 16,012	2.7%
Total Revenue	\$ 133,437,377	\$ 134,793,367	\$ 137,930,764	\$ 144,334,375	\$ 138,668,947	\$ 138,623,947	\$ 3,830,580	2.8%
4999 Fund Balance Applied	\$ -	\$ 2,851,000	\$ 2,851,000	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000		
Total Fund Balance Applied	\$ -	\$ 2,851,000	\$ 2,851,000	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000		
Total Revenue with Fund Balance	\$ 133,437,377	\$ 137,644,367	\$ 140,781,764	\$ 148,334,375	\$ 142,668,947	\$ 142,623,947	\$ 4,979,580	3.6%

TOWN OF GROTON
GENERAL FUND REVENUE DESCRIPTIONS AND DETAIL
ADOPTED FISCAL YEAR ENDING JUNE 30, 2023

The adopted financing plan for the General Fund for Fiscal Year Ending June 30, 2023 totals \$142,623,947. This is an increase of 3.6% over the FYE 2022 revenue budget. The following are explanations of the FYE 2023 revenues by category along with comparison financial data. The revenues designated from the State of Connecticut are based on the State's Adopted budget For FYE 2023 signed by the Governor in May 2022. This budget estimates that \$28.6 million (20.0%) will remain in the fund balance with \$4,000,000 fund balance applied to fund FYE 2023 budget.

*****GENERAL PROPERTY TAXES:**

69.0% of the General Fund Budget:

For FYE 2023, the FYE 2022 mill rate of 25.98 mills is decreased by .47 mills to 21.28, a 18.1% decrease.

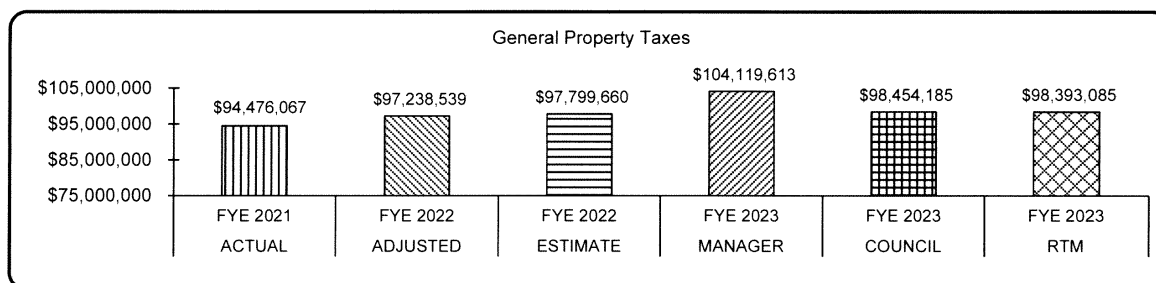
***Current Taxes:** The current levy for FYE 2023 is based on all taxable property in the Town as of October 1, 2021, after adjustments by the Board of Assessment Appeals. The total of all taxable property is called the Grand List and consists of real estate, personal property and motor vehicles. The amount to be raised by taxes is calculated by taking the adopted budget appropriations for FYE 2023 less estimated receipts from non-tax sources. The mill rate (one mill is equivalent to one dollar of tax for every one thousand dollars of assessed value) is then calculated by using the October 1, 2021 Grand List and the tax collection rate of 98.9%. Current taxes are due July 1 and January 1. The October 1, 2021 grand list reflects the result of the revaluation. The Grand List which consists of three categories, increased 23.3% after Board of Assessments Appeals. The real estate category rose slightly to \$4.063 billion compared to \$3.260 billion for the 2020 grand list after Board of Assessment Appeals. Several exemptions are applied to the real estate grand list including Enterprise Zone exemptions, one fixed assessment agreement and a 10 year PILOT agreement approved by the Town Council for a commercial account. The total of all applied assessment (reductions) exemptions for the 2021 real estate grand list such as veterans benefits, PILOT programs, Enterprise Zone exemptions, and fixed assessment agreements total \$24 million in assessments. Personal property increased 1.3%. While Pfizer's net assessments fell, Electric Boat experienced an increase in personal property. The Manufacturing & Machinery Equipment (MM&E) program which exempts manufacturers personal property assets was enacted by the state in 1990. Since then several modifications have been made to the program including OPM discontinuing its audit program which is now the towns responsibility and in discontinuing the reimbursement to municipalities in 2011. This created yet another unfunded mandate. Exemptions totaling \$180 million in assessments are primarily related to the MM&E program. Motor vehicles increased by 29.3%. Both personal property and motor vehicles are revalued each year.

***Supplemental Motor Vehicle Tax:** These taxes are based on vehicles expected to be registered in the Town during the interim period of October 2, 2021 to August 1, 2022; i.e. after the Grand List of October 1, 2021 has been set.

***Interest & Lien Fees:** An interest rate of 1.5% per month is applied on delinquent taxes as well as a \$24.00 lien fee on any property that has a lien placed on it.

***Prior Year Taxes:** These are the anticipated collections of delinquent taxes.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023	FUNCTION(S) CODE
4110 Current Taxes	\$ 92,264,353	\$ 95,813,539	\$ 95,912,660	\$ 102,794,613	\$ 97,129,185	\$ 97,068,085	1999
4111 Supplemental MV Tax	\$ 661,470	\$ 575,000	\$ 897,000	\$ 600,000	\$ 600,000	\$ 600,000	1999
4113 Interest & Lien Fees	\$ 549,501	\$ 300,000	\$ 440,000	\$ 275,000	\$ 275,000	\$ 275,000	1999
4114 Prior Year Taxes	\$ 1,000,743	\$ 550,000	\$ 550,000	\$ 450,000	\$ 450,000	\$ 450,000	1999
Total General Property Taxes	\$ 94,476,067	\$ 97,238,539	\$ 97,799,660	\$ 104,119,613	\$ 98,454,185	\$ 98,393,085	



TOWN OF GROTON
GENERAL FUND REVENUE DESCRIPTIONS AND DETAIL
ADOPTED FISCAL YEAR ENDING JUNE 30, 2023

*****LICENSES & PERMITS:**

0.4% of the General Fund Budget:

*Building Permits/Certificates of Occupancy: The Town charges \$25.00 on the first thousand dollars of construction cost and thereafter a \$15.00 fee on each one thousand dollars of construction. The Town also collects an issuance fee of \$25 or 2% of the building permit fee, whichever is greater.

*Sporting Licenses: licenses can be purchased on-line from the State of CT and are no longer sold by the Town Clerk.

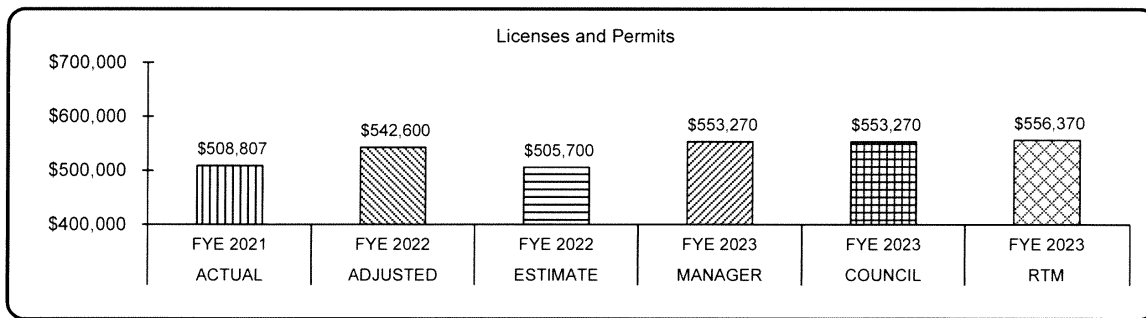
*Dog Licenses: revenues reflect the Town's portion of the amount of License fees that are collected of which some of the remainder is returned to the State.

*Other Licenses and Permits: This category includes revenues from Marriage Licenses, Pistol Permits and Vendor Permits.

*Building Permits-Education Fees: The state legislature established a Code Education Fund that provides training specific to the State Building & Fire Codes. An assessment of 26 cents per \$1,000 of construction value of local building permits is used to fund the Code Education Fund of which the Town retains 1% of the fee.

*State Land Use Fees: Per CGS Sec. 22a-27j, an additional fee of \$60 is imposed per land use application, \$2.00 of which is retained by the Town.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023	FUNCTION(S) CODE
4234 Build and Related Permits/C.O.	\$ 466,952	\$ 525,000	\$ 475,000	\$ 525,000	\$ 525,000	\$ 525,000	1046
4236 Sporting Licenses	\$ 28	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	1005
4238 Dog Licenses	\$ 1,736	\$ 5,000	\$ 5,000	\$ 1,900	\$ 1,900	\$ 5,000	1005
4239 Other Licenses & Permits	\$ 31,406	\$ 11,750	\$ 24,850	\$ 25,520	\$ 25,520	\$ 25,520	1005, 1024
4242 Building Permits-Education Fee	\$ 8,591	\$ 750	\$ 750	\$ 750	\$ 750	\$ 750	1046
4243 State Land Use Fees	\$ 94	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	1046
Total Licenses & Permits	\$ 508,807	\$ 542,600	\$ 505,700	\$ 553,270	\$ 553,270	\$ 556,370	



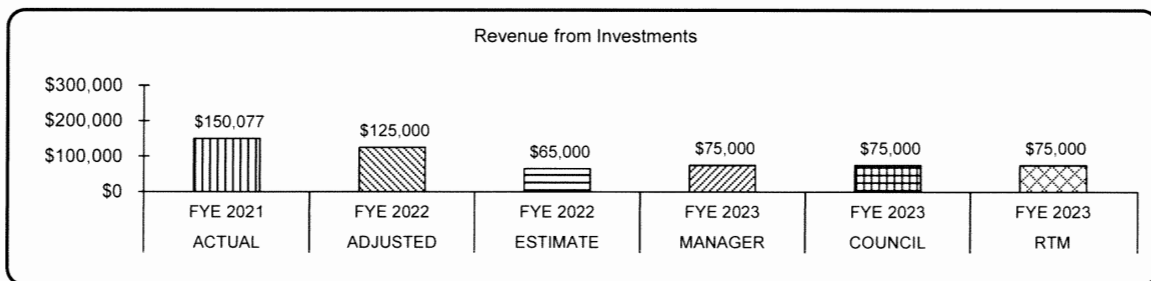
TOWN OF GROTON
GENERAL FUND REVENUE DESCRIPTIONS AND DETAIL
ADOPTED FISCAL YEAR ENDING JUNE 30, 2023

*****REVENUE FROM INVESTMENTS:**

0.1% of the General Fund Budget:

*Interest on Investments: reflects the income earned from temporary investments made when Town funds in a given period exceeds the Town's immediate disbursement needs. Projected earnings from investments were budgeted at an average interest rate of .16% for FYE 2022 while estimates averaged .12% and are now estimated at .12% for FYE 2023.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023	FUNCTION(S) CODE
4412 Interest on Investments	\$ 150,077	\$ 125,000	\$ 65,000	\$ 75,000	\$ 75,000	\$ 75,000	1013
Total Revenue from Investments	\$ 150,077	\$ 125,000	\$ 65,000	\$ 75,000	\$ 75,000	\$ 75,000	



TOWN OF GROTON
GENERAL FUND REVENUE DESCRIPTIONS AND DETAIL
ADOPTED FISCAL YEAR ENDING JUNE 30, 2023

*****STATE GRANTS IN AID-EDUCATION;**

18.5% of the General Fund Budget:

The FYE 2023 revenues designated from the State of Connecticut are based on the Governor's FYE 2023 Adopted budget signed by Governor in May 2022. The FYE 2022 revenue estimates are based on the State's Adopted FYE 2023 budget.

Special Education and Non-Public Pupil Service are based on information received from the Groton Board of Education.

*Education Cost Sharing (ECS): reflects the aid to the Town based on a State formula which takes into account a municipalities' wealth, State Guaranteed Wealth Level, state minimum education requirement and the count of "need students".

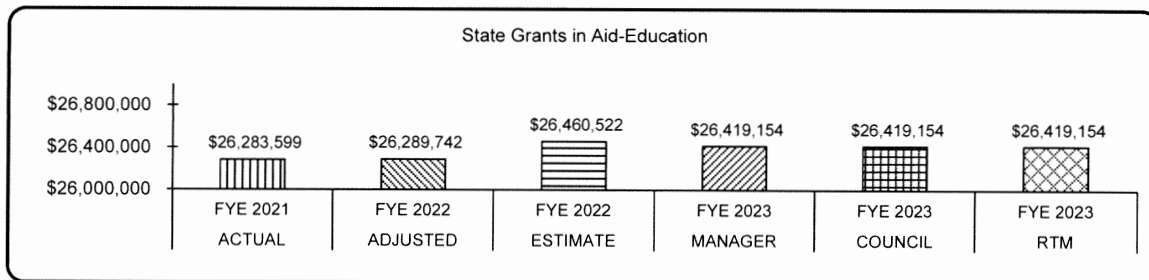
*Adult Education: provides reimbursement of a percentage of eligible costs of providing Adult Education programs.

*Special Education & Excess Special Education: provides assistance for special education programs.

*Magnet School Transportation: provides for reimbursement of a portion of the costs associated with providing magnet school transportation.

*Non-Public Pupil Service: represents a health services grant related to school based health centers.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023	FUNCTION(S) CODE
4521 Education Cost Sharing	\$ 25,006,069	\$ 25,040,045	\$ 25,183,030	\$ 25,040,045	\$ 25,040,045	\$ 25,040,045	1080
4522 Adult Education	\$ 117,310	\$ 113,451	\$ 116,711	\$ 116,103	\$ 116,103	\$ 116,103	1080
4525 Special Education	\$ 998,437	\$ 925,000	\$ 1,010,911	\$ 1,093,637	\$ 1,093,637	\$ 1,093,637	1080
4534A Magnet School Transportation	\$ 143,000	\$ 185,000	\$ 123,500	\$ 143,000	\$ 143,000	\$ 143,000	1080
4544 Non-Public Pupil Service	\$ 18,783	\$ 26,246	\$ 26,370	\$ 26,369	\$ 26,369	\$ 26,369	1080
Total State Grants in Aid-Education	\$ 26,283,599	\$ 26,289,742	\$ 26,460,522	\$ 26,419,154	\$ 26,419,154	\$ 26,419,154	



TOWN OF GROTON
GENERAL FUND REVENUE DESCRIPTIONS AND DETAIL
ADOPTED FISCAL YEAR ENDING JUNE 30, 2023

*****STATE GRANTS IN AID-GENERAL GOVERNMENT; 4.6% of the General Fund Budget:**

The FYE 2023 revenues designated from the State of Connecticut are based on the Governor's FYE 2023 Adopted budget.
The FYE 2022 revenue estimates are based on the State's Adopted FYE 2023 budget.

*Municipal Projects Grants; represents the allocation of funds designated for public works' related projects, i.e., roads and streets and snow and ice control and the administration and planning thereof.

*PILOT: State & Tax Exemptions; represents tax loss resulting from the exemptions for eligible state-owned property as well as exemptions for veterans and the elderly.

*Pequot/Mohegan Grant; represents the allocation of funds resulting from the agreement reached in 1993, as amended between the State of Connecticut, the Mashantucket Pequots and the Mohegans for a portion of Indian Gaming revenues from slot machines. The State returns a portion of these revenues to the municipalities based on various statutory formulas.

*911 Enhancements; represents a state legislated monthly surcharge of \$0.40 to \$0.50 placed on each telephone line. The funds are used to provide grants to Medical Regional Medical Coordination (C-MED) Centers and 911 Centers to partially offset the operating costs. As both a 911 Center and a C-MED, Groton is a recipient of these grant funds.

*Nuclear Safety Drill; the Town's reimbursement for expenses incurred for conducting a Millstone safety drill and other related expenses.

*Highway Illumination; State grant to reimburse the cost of streetlights along state highways.

*Town Highway Aid; is a grant used for various purposes including the construction and maintenance of public highways, roads and bridges.

*Telephone Access; reflects the amount of personal property tax liability for telecommunications services providers. The tax liability is calculated by applying a 70% assessment ratio to the declared value of personal property in the Town as of October 1, 2020.

*Municipal Stabilization Grant; paid to municipalities based on a statutory payment list established in Section 589 of P.A. 17-2(JSS).

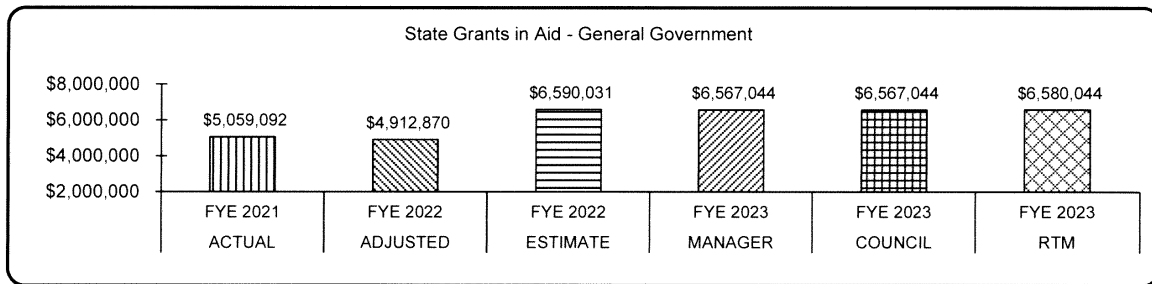
*Youth Service Bureau; represents a grant which enables the Human Services Department to provide counseling and crisis intervention services for at risk children, youth and parents.

(con't)

TOWN OF GROTON
GENERAL FUND REVENUE DESCRIPTIONS AND DETAIL
ADOPTED FISCAL YEAR ENDING JUNE 30, 2023

***STATE GRANTS IN AID-GENERAL GOVERNMENT: (con't)

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023	FUNCTION(S) CODE
4516 Municipal Project Grant	\$ 1,821,456	\$ 1,819,768	\$ 2,362,532	\$ 2,362,532	\$ 2,362,532	\$ 2,362,532	1035
4551 Pilot Enterprise Zone	\$ 123,136	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	1999
4553 PILOT: State & Tax Exempts	\$ 603,313	\$ 602,530	\$ 1,734,495	\$ 1,712,768	\$ 1,712,768	\$ 1,725,768	1999
4554 Pequot-Mohegan Grant	\$ 1,232,069	\$ 1,232,069	\$ 1,232,069	\$ 1,232,069	\$ 1,232,069	\$ 1,232,069	1999
4555 911 Enhancements	\$ 223,344	\$ 200,000	\$ 221,582	\$ 221,000	\$ 221,000	\$ 221,000	1024
4556 Miscellaneous State Revenue	\$ 11,634	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	1999
4557 Nuclear Safety Drill	\$ 40,100	\$ 55,100	\$ 55,100	\$ 55,100	\$ 55,100	\$ 55,100	1024
4559 Town Highway Aid	\$ 371,847	\$ 371,847	\$ 371,022	\$ 371,022	\$ 371,022	\$ 371,022	1035
4560 Telephone Access	\$ 137,637	\$ 137,000	\$ 118,675	\$ 118,000	\$ 118,000	\$ 118,000	1999
4565A Municipal Stabilization Grant	\$ 466,668	\$ 466,668	\$ 466,668	\$ 466,668	\$ 466,668	\$ 466,668	1999
4568 Youth Service Bureau	\$ 27,888	\$ 27,888	\$ 27,888	\$ 27,885	\$ 27,885	\$ 27,885	1051
Total State Grants in Aid-General Govern.	\$ 5,059,092	\$ 4,912,870	\$ 6,590,031	\$ 6,567,044	\$ 6,567,044	\$ 6,580,044	



TOWN OF GROTON
GENERAL FUND REVENUE DESCRIPTIONS AND DETAIL
ADOPTED FISCAL YEAR ENDING JUNE 30, 2023

*****FEDERAL GRANTS IN AID:**

3.0% of the General Fund Budget:

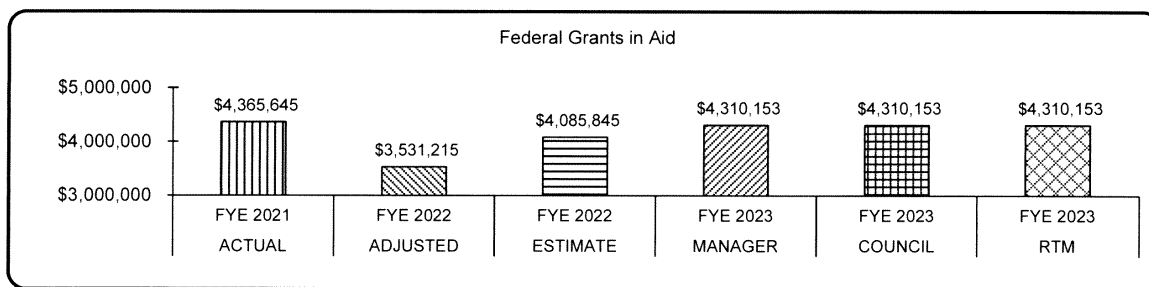
*Federal Funds: Federal reimbursements for health services for special education students who are eligible to receive Medicaid.

*FEMA Reimbursement: Federal reimbursement for Coronavirus related expenses.

*Pupil Impact Aid: Federal reimbursement for the cost of educating federal dependents. This revenue is based on school enrollments and on a limited amount of funds appropriated by the U. S. Congress with estimates received by the Board of Education from the Federal Department of Education.

*Emergency Management (SLA): Partial reimbursement for costs related to Civil Preparedness through the State and Local Assistance (SLA) program.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023	FUNCTION(S) CODE
4508 Federal Funds	\$ 90,630	\$ 195,100	\$ 165,068	\$ 196,570	\$ 196,570	\$ 196,570	1080, 1024
4510 FEMA Reimbursement	\$ 41,631	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	1035
4591 Pupil Impact Aid	\$ 4,213,846	\$ 3,316,515	\$ 3,901,177	\$ 4,094,283	\$ 4,094,283	\$ 4,094,283	1080
4592 Emergency Management (SLA)	\$ 19,538	\$ 19,600	\$ 19,600	\$ 19,300	\$ 19,300	\$ 19,300	1024
Total Federal Grants in Aid	\$ 4,365,645	\$ 3,531,215	\$ 4,085,845	\$ 4,310,153	\$ 4,310,153	\$ 4,310,153	



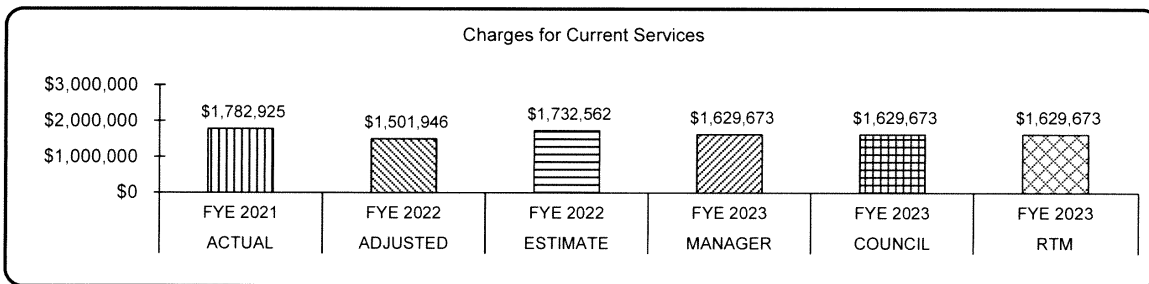
TOWN OF GROTON
GENERAL FUND REVENUE DESCRIPTIONS AND DETAIL
ADOPTED FISCAL YEAR ENDING JUNE 30, 2023

*****CHARGES FOR CURRENT SERVICES:**

1.1% of the General Fund Budget:

*A variety of revenues that the Town's General Fund receives for services that it provides to the public, other organizations and other funds (cost allocation study).
The Conveyance Tax revenue consists of a local real estate conveyance tax of 0.25% of the selling price for all municipalities.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023	FUNCTION(S) CODE
4602 Planning Application Fees	\$ 10,265	\$ 8,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	1046
4610 Recording Instruments	\$ 211,136	\$ 120,000	\$ 200,000	\$ 150,000	\$ 150,000	\$ 150,000	1005
4611 Conveyance Tax	\$ 700,546	\$ 600,000	\$ 744,000	\$ 600,000	\$ 600,000	\$ 600,000	1005
4617 Maps/Copies/Document Sales	\$ 469	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	1046
4618 Tax Collection Services	\$ 171,283	\$ 171,282	\$ 171,283	\$ 178,648	\$ 178,648	\$ 178,648	1013
4620 Sewer Fund Contribution	\$ 503,108	\$ 430,354	\$ 430,354	\$ 527,918	\$ 527,918	\$ 527,918	1999
4622 Accident Reports	\$ 4,388	\$ 4,800	\$ 4,800	\$ 4,500	\$ 4,500	\$ 4,500	1024
4623 Dispatch/Paramedic Service	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	1024
4624 N Stonington-Dispatch	\$ 45,313	\$ 52,819	\$ 32,467	\$ 32,467	\$ 32,467	\$ 32,467	1024
4629 Coord Medical Emergency Director	\$ 21,686	\$ 22,000	\$ 21,606	\$ 21,606	\$ 21,606	\$ 21,606	1024
4631 BOE-FHS/Ground Mowing	\$ 61,914	\$ 63,771	\$ 63,771	\$ 65,684	\$ 65,684	\$ 65,684	1064
4632 GIS Revenue	\$ 735	\$ 420	\$ 350	\$ 350	\$ 350	\$ 350	1011, 1013
4637 Snow/Ice Control Services	\$ 42,383	\$ 20,000	\$ 44,931	\$ 30,000	\$ 30,000	\$ 30,000	1035
4641 Vital Statistics	\$ 6,699	\$ 5,000	\$ 6,500	\$ 6,000	\$ 6,000	\$ 6,000	1005
Total Charges for Current Services	\$ 1,782,925	\$ 1,501,946	\$ 1,732,562	\$ 1,629,673	\$ 1,629,673	\$ 1,629,673	



TOWN OF GROTON
GENERAL FUND REVENUE DESCRIPTIONS AND DETAIL
ADOPTED FISCAL YEAR ENDING JUNE 30, 2023

*****SCHOOLS-LIBRARY-RECREATION;**

0% of the General Fund Budget:

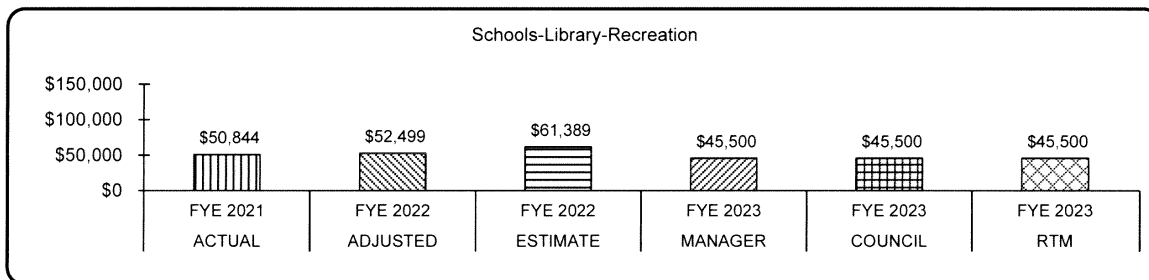
Includes revenues generated from activities provided by the Town and Board of Education of which the major revenue sources are:

*Tuition from Other Towns: reflects payments for students outside the district to attend Groton Schools.

*Other School Receipts: includes Adult Education tuition and building use fees. This category reflects the fees and tuition generated by various programs, activities and classes offered by the Town.

*Library Fees: includes print management fees, exam proctoring, room rentals and headphones for the computers.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023	FUNCTION(S) CODE
4662 Tuition from Other Towns	\$ 19,006	\$ 20,000	\$ 1,100	\$ 20,000	\$ 20,000	\$ 20,000	1080
4669 Other School Receipts	\$ 22,073	\$ 16,000	\$ 40,589	\$ 0	\$ 0	\$ 0	1080
4670 Library Fines	\$ 365	\$ 5,250	\$ 0	\$ 0	\$ 0	\$ 0	1063
4671 Library-Lost & Damaged	\$ 1,285	\$ 1,099	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	1063
4672 Senior Center Fees	\$ 1,802	\$ 2,500	\$ 2,000	\$ 2,800	\$ 2,800	\$ 2,800	1064
4684Z Community Events	\$ 0	\$ 0	\$ 0	\$ 5,000	\$ 5,000	\$ 5,000	1064A
4688 Library Fees	\$ 4,112	\$ 6,000	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	1063
4691 Library-Copier Fees	\$ 2,201	\$ 1,650	\$ 3,400	\$ 3,400	\$ 3,400	\$ 3,400	1063
Total Schools-Library-Recreation	\$ 50,844	\$ 52,499	\$ 55,589	\$ 39,700	\$ 39,700	\$ 39,700	



TOWN OF GROTON
GENERAL FUND REVENUE DESCRIPTIONS AND DETAIL
ADOPTED FISCAL YEAR ENDING JUNE 30, 2023

*****OTHER REVENUE and FUND BALANCE APPLIED:**

0.4% of the General Fund Budget:

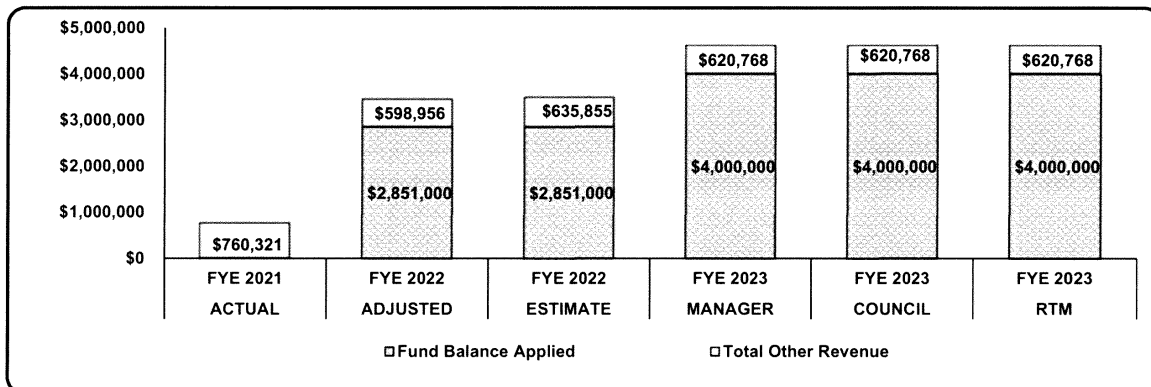
A miscellaneous category which includes fees for copies of vital statistics, land records, delinquent motor vehicle fees, returned checks and income from dogs sold and redeemed from the Animal Control Shelter.

PILOT Payments - Other: represents a voluntary payment in lieu of taxes based on a 10 year Memorandum Agreement approved by the Town Council dated November 20, 2017 for a commercial real estate account.

Payments from Other Funds: represents funds associated with other funds transferred to the General Fund.

A major dollar amount in this category is the Fund Balance Applied which reflects funds earmarked from unassigned funds to balance the the proposed fiscal year's expenditures. \$4,000,000 of fund balance will be applied to FYE 2023 and the General Fund's unassigned Fund Balance is projected to be at 20.0% which exceeds the current Town Council policy.

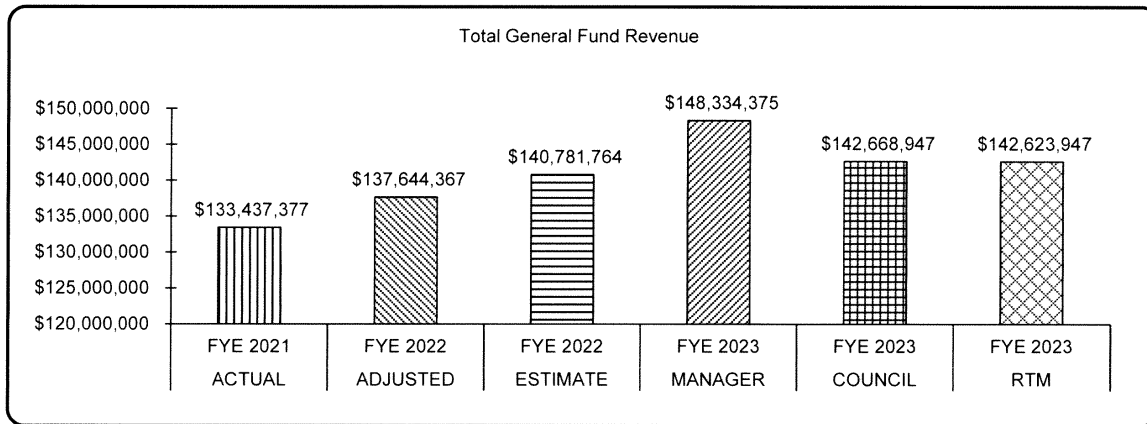
	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023	CODE
4310 Court Fines	\$ 5,344	\$ 14,000	\$ 7,000	\$ 6,000	\$ 6,000	\$ 6,000	1024
4311 Parking Tickets	\$ 230	\$ 2,040	\$ 6,000	\$ 9,000	\$ 9,000	\$ 9,000	1024
4695 Library Passport Fees	\$ 0	\$ 0	\$ 5,800	\$ 5,800	\$ 5,800	\$ 5,800	1063
4702 COG-Climate Resilience Mgr	\$ 0	\$ 24,894	\$ 0	\$ 0	\$ 0	\$ 0	1046
4710 Land Record Copies	\$ 33,875	\$ 25,000	\$ 33,600	\$ 30,000	\$ 30,000	\$ 30,000	1005
4711 Vital Copies	\$ 64,058	\$ 60,000	\$ 60,000	\$ 62,000	\$ 62,000	\$ 62,000	1005
4712 Finance Dept. Copies	\$ 162	\$ 130	\$ 400	\$ 400	\$ 400	\$ 400	1013
4714 Returned Check Fees	\$ 839	\$ 650	\$ 820	\$ 800	\$ 800	\$ 800	1013
4715 Aircraft Registrations	\$ 20,370	\$ 20,370	\$ 21,120	\$ 21,500	\$ 21,500	\$ 21,500	1013
4716 Delinquent MV Fee	\$ 13,816	\$ 15,000	\$ 15,500	\$ 15,500	\$ 15,500	\$ 15,500	1013
4717 PILOT Payments - Other	\$ 50,254	\$ 50,000	\$ 51,479	\$ 45,000	\$ 45,000	\$ 45,000	1999
4731 Sale of Fixed Assets	\$ 27,717	\$ 10,000	\$ 18,000	\$ 10,000	\$ 10,000	\$ 10,000	1013, 1035
4733 Misc. Unclassified	\$ 96,093	\$ 5,350	\$ 47,268	\$ 23,900	\$ 23,900	\$ 23,900	various
4734 Animal Control Fees	\$ 1,274	\$ 2,250	\$ 1,000	\$ 2,000	\$ 2,000	\$ 2,000	1024
4740 Disposal Fees	\$ 220,571	\$ 164,402	\$ 160,000	\$ 180,000	\$ 180,000	\$ 180,000	1035
4741 Lease Fees	\$ 194,399	\$ 198,370	\$ 201,368	\$ 201,368	\$ 201,368	\$ 201,368	various
4766 Payments From Other Funds	\$ 31,319	\$ 6,500	\$ 6,500	\$ 7,500	\$ 7,500	\$ 7,500	various
Total Other Revenue	\$ 760,321	\$ 598,956	\$ 635,855	\$ 620,768	\$ 620,768	\$ 620,768	
4999 Fund Balance Applied	\$ 0	\$ 2,851,000	\$ 2,851,000	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000	1999
Total Other Revenue & Fund Balance Applied	\$ 760,321	\$ 3,449,956	\$ 3,486,855	\$ 4,620,768	\$ 4,620,768	\$ 4,620,768	



TOWN OF GROTON
GENERAL FUND REVENUE DESCRIPTIONS AND DETAIL
ADOPTED FISCAL YEAR ENDING JUNE 30, 2023

***TOTAL GENERAL FUND REVENUE:

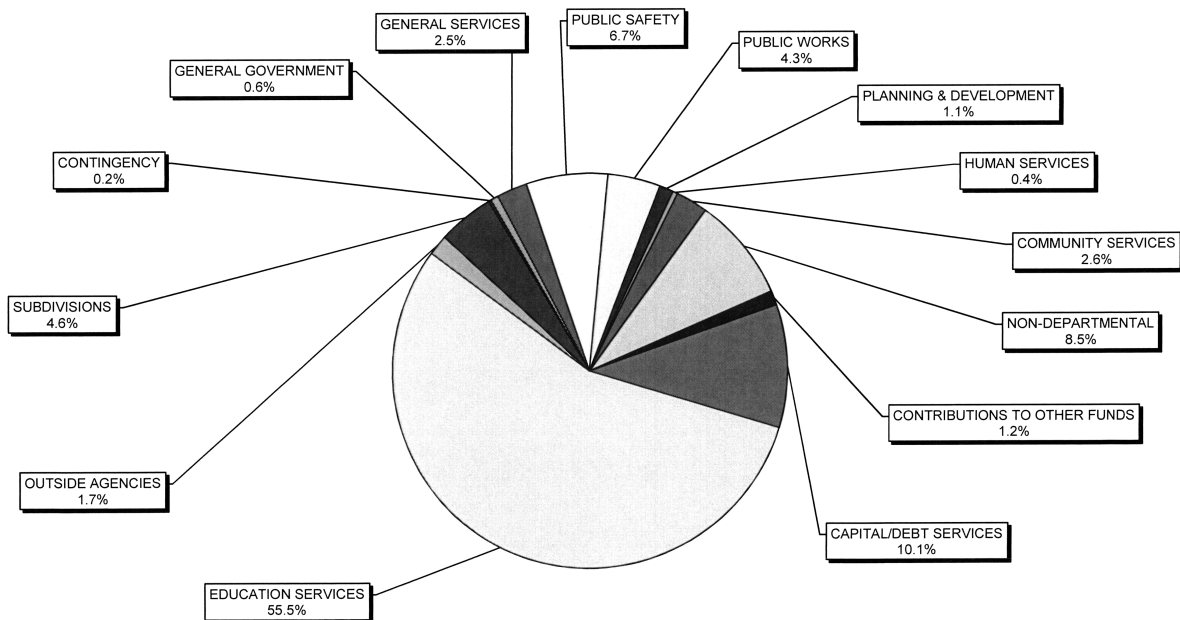
	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023
Total Revenues and Fund Balance Applied	\$ 133,437,377	\$ 137,644,367	\$ 140,781,764	\$ 148,334,375	\$ 142,668,947	\$ 142,623,947



Town of Groton
TOWN OPERATION
 FYE 2023 Adopted Budget
 Program Summary General Fund

AREA OF SERVICE	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM ADOPTED FYE 2023
GENERAL GOVERNMENT	\$ 834,339	\$ 811,985	\$ 959,182	\$ 905,426	\$ 905,426	\$ 906,806	\$ 901,806
GENERAL SERVICES	\$ 3,239,785	\$ 3,473,867	\$ 3,377,049	\$ 3,549,427	\$ 3,549,427	\$ 3,549,427	\$ 3,549,427
PUBLIC SAFETY	\$ 8,852,780	\$ 9,258,908	\$ 9,067,355	\$ 9,522,086	\$ 9,522,086	\$ 9,522,086	\$ 9,522,086
PUBLIC WORKS	\$ 5,611,693	\$ 5,864,087	\$ 5,928,018	\$ 6,136,310	\$ 6,136,310	\$ 6,136,310	\$ 6,136,310
PLANNING & DEVELOPMENT	\$ 1,466,222	\$ 1,596,094	\$ 1,567,105	\$ 1,618,196	\$ 1,618,196	\$ 1,618,196	\$ 1,618,196
HUMAN SERVICES	\$ 517,787	\$ 588,909	\$ 524,414	\$ 589,973	\$ 589,973	\$ 589,973	\$ 589,973
COMMUNITY SERVICES	\$ 3,042,369	\$ 3,428,631	\$ 3,339,335	\$ 3,632,938	\$ 3,632,938	\$ 3,715,536	\$ 3,715,536
SUBTOTAL TOWN DEPARTMENTS	\$ 23,564,975	\$ 25,022,481	\$ 24,762,458	\$ 25,954,356	\$ 25,954,356	\$ 26,038,334	\$ 26,033,334
NON-DEPARTMENTAL	\$ 11,000,114	\$ 11,576,167	\$ 11,506,807	\$ 12,125,415	\$ 12,125,415	\$ 12,125,415	\$ 12,125,415
CONTRIBUTIONS TO OTHER FUNDS	\$ 1,107,341	\$ 1,660,620	\$ 1,660,620	\$ 2,072,683	\$ 1,685,936	\$ 1,685,530	\$ 1,685,530
SUBTOTAL TOWN OTHER	\$ 12,107,455	\$ 13,236,787	\$ 13,167,427	\$ 14,198,098	\$ 13,811,351	\$ 13,810,945	\$ 13,810,945
TOWN OPERATIONS	\$ 35,672,430	\$ 38,259,268	\$ 37,929,885	\$ 40,152,454	\$ 39,765,707	\$ 39,849,279	\$ 39,844,279
CAPITAL/DEBT SERVICES	\$ 8,650,085	\$ 13,133,450	\$ 12,883,158	\$ 18,723,706	\$ 18,723,706	\$ 14,384,706	\$ 14,384,706
EDUCATION SERVICES	\$ 77,435,673	\$ 77,438,090	\$ 77,438,090	\$ 79,157,271	\$ 79,157,271	\$ 79,157,271	\$ 79,157,271
OUTSIDE AGENCIES	\$ 1,653,384	\$ 2,000,849	\$ 1,929,852	\$ 2,399,354	\$ 2,399,354	\$ 2,389,354	\$ 2,399,354
SUBDIVISIONS	\$ 5,631,029	\$ 6,471,710	\$ 6,470,822	\$ 7,938,337	\$ 7,938,337	\$ 6,538,337	\$ 6,538,337
CONTINGENCY	\$ -	\$ 341,000	\$ 341,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 300,000
TOTAL GENERAL FUND	\$ 129,042,601	\$ 137,644,367	\$ 136,992,807	\$ 148,721,122	\$ 148,334,375	\$ 142,668,947	\$ 142,623,947

Adopted General Fund Budget by Area of Service



Town of Groton
Comparison By Function
 FYE 2022 Adopted/Adjusted Budget to Adopted FYE 2023 Budget

Func. #	Function Description Area of Service	Page Number	Actual FYE 2021	Adopted/ Adjusted FYE 2022	Department's Request FYE 2023	Town Manager's FYE 2023	Adopted Budget FYE 2023	\$ Variance Adj. FYE 22 vs. Adopted FYE 23	% Variance Adj. FYE 22 vs. Adopted FYE 23
1001	Legislative Policy	53	\$ 15,653	\$ 47,200	\$ 46,850	\$ 46,850	\$ 41,850	\$ (5,350)	(11.3%)
1003	Voter Registration	56	\$ 190,866	\$ 133,485	\$ 213,435	\$ 213,435	\$ 213,435	\$ 79,950	59.9%
1005	Town Clerk	59	\$ 311,531	\$ 333,800	\$ 347,641	\$ 347,641	\$ 349,021	\$ 15,221	4.6%
1006	Legal Services	63	\$ 316,289	\$ 297,500	\$ 297,500	\$ 297,500	\$ 297,500	\$ -	0.0%
	GENERAL GOVERNMENT		\$ 834,339	\$ 811,985	\$ 905,426	\$ 905,426	\$ 901,806	\$ 89,821	11.1%
1010	Executive Management	66	\$ 295,050	\$ 318,000	\$ 309,093	\$ 309,093	\$ 309,093	\$ (8,907)	(2.8%)
1011	Information Technology	70	\$ 1,012,287	\$ 1,102,733	\$ 1,215,633	\$ 1,215,633	\$ 1,215,633	\$ 112,900	10.2%
1012	Human Resources	78	\$ 376,983	\$ 371,962	\$ 362,489	\$ 362,489	\$ 362,489	\$ (9,473)	(2.5%)
1013	Finance	94	\$ 1,555,465	\$ 1,681,172	\$ 1,662,212	\$ 1,662,212	\$ 1,662,212	\$ (18,960)	(1.1%)
	GENERAL SERVICES		\$ 3,239,785	\$ 3,473,867	\$ 3,549,427	\$ 3,549,427	\$ 3,549,427	\$ 75,560	2.2%
1024	Public Safety	104	\$ 8,852,780	\$ 9,258,908	\$ 9,522,086	\$ 9,522,086	\$ 9,522,086	\$ 263,178	2.8%
	PUBLIC SAFETY		\$ 8,852,780	\$ 9,258,908	\$ 9,522,086	\$ 9,522,086	\$ 9,522,086	\$ 263,178	2.8%
1035	Public Works	110	\$ 5,611,693	\$ 5,864,087	\$ 6,136,310	\$ 6,136,310	\$ 6,136,310	\$ 272,223	4.6%
	PUBLIC WORKS		\$ 5,611,693	\$ 5,864,087	\$ 6,136,310	\$ 6,136,310	\$ 6,136,310	\$ 272,223	4.6%
1046	Planning & Development Svcs	131	\$ 1,466,222	\$ 1,596,094	\$ 1,618,196	\$ 1,618,196	\$ 1,618,196	\$ 22,102	1.4%
	PLANNING & DEVELOPMENT		\$ 1,466,222	\$ 1,596,094	\$ 1,618,196	\$ 1,618,196	\$ 1,618,196	\$ 22,102	1.4%
1051	Human Services	136	\$ 517,787	\$ 588,909	\$ 589,973	\$ 589,973	\$ 589,973	\$ 1,064	0.2%
	HUMAN SERVICES		\$ 517,787	\$ 588,909	\$ 589,973	\$ 589,973	\$ 589,973	\$ 1,064	0.2%
1063	Groton Public Library	145	\$ 1,511,548	\$ 1,653,056	\$ 1,685,970	\$ 1,685,970	\$ 1,685,970	\$ 32,914	2.0%
1064	Parks & Recreation	154	\$ 1,530,821	\$ 1,775,575	\$ 1,946,968	\$ 1,946,968	\$ 2,029,566	\$ 253,991	14.3%
	COMMUNITY SERVICES		\$ 3,042,369	\$ 3,428,631	\$ 3,632,938	\$ 3,632,938	\$ 3,715,536	\$ 286,905	8.4%
	SUBTOTAL TOWN DEPARTMENTS		\$ 23,564,975	\$ 25,022,481	\$ 25,954,356	\$ 25,954,356	\$ 26,033,334	\$ 1,010,853	4.0%
1070	Insurance & Claims	84	\$ 669,998	\$ 766,064	\$ 859,861	\$ 859,861	\$ 859,861	\$ 93,797	12.2%
1071	Self Funded Plans	88	\$ 10,330,116	\$ 10,810,103	\$ 11,265,554	\$ 11,265,554	\$ 11,265,554	\$ 455,451	4.2%
	NON-DEPARTMENTAL		\$ 11,000,114	\$ 11,576,167	\$ 12,125,415	\$ 12,125,415	\$ 12,125,415	\$ 549,248	4.7%
1073	Contributions to Other Funds	168	\$ 1,107,341	\$ 1,660,620	\$ 2,072,683	\$ 1,685,936	\$ 1,685,530	\$ 24,910	1.5%
	CONTRIBUTIONS TO OTHER FUNDS		\$ 1,107,341	\$ 1,660,620	\$ 2,072,683	\$ 1,685,936	\$ 1,685,530	\$ 24,910	1.5%
	SUBTOTAL TOWN OTHER		\$ 12,107,455	\$ 13,236,787	\$ 14,198,098	\$ 13,811,351	\$ 13,810,945	\$ 574,158	4.3%
	TOWN OPERATIONS		\$ 35,672,430	\$ 38,259,268	\$ 40,152,454	\$ 39,765,707	\$ 39,844,279	\$ 1,585,011	4.1%
1075	Capital Reserve	197	\$ 535,000	\$ 3,610,000	\$ 7,636,000	\$ 7,636,000	\$ 3,297,000	\$ (313,000)	(8.7%)
1076	Debt Service	204	\$ 8,115,085	\$ 9,523,450	\$ 11,087,706	\$ 11,087,706	\$ 11,087,706	\$ 1,564,256	16.4%
	CAPITAL/DEBT SERVICES		\$ 8,650,085	\$ 13,133,450	\$ 18,723,706	\$ 18,723,706	\$ 14,384,706	\$ 1,251,256	9.5%
1080	Education	171	\$ 77,435,673	\$ 77,438,090	\$ 79,157,271	\$ 79,157,271	\$ 79,157,271	\$ 1,719,181	2.2%
	EDUCATION SERVICES		\$ 77,435,673	\$ 77,438,090	\$ 79,157,271	\$ 79,157,271	\$ 79,157,271	\$ 1,719,181	2.2%
1083	Regional Agencies	174	\$ 136,499	\$ 136,499	\$ 138,296	\$ 138,296	\$ 138,296	\$ 1,797	1.3%
1084	Health & Service Agencies	177	\$ 1,516,885	\$ 1,864,350	\$ 2,261,058	\$ 2,261,058	\$ 2,261,058	\$ 396,708	21.3%
	OUTSIDE AGENCIES		\$ 1,653,384	\$ 2,000,849	\$ 2,399,354	\$ 2,399,354	\$ 2,399,354	\$ 398,505	19.9%
1090	City of Groton	180	\$ 4,872,691	\$ 5,649,927	\$ 7,083,553	\$ 7,083,553	\$ 5,683,553	\$ 33,626	0.6%
1091	Groton Long Point	183	\$ 512,338	\$ 575,783	\$ 608,784	\$ 608,784	\$ 608,784	\$ 33,001	5.7%
1092	Fire Districts PILOT	186	\$ 246,000	\$ 246,000	\$ 246,000	\$ 246,000	\$ 246,000	\$ -	0.0%
	SUBDIVISIONS		\$ 5,631,029	\$ 6,471,710	\$ 7,938,337	\$ 7,938,337	\$ 6,538,337	\$ 66,627	1.0%
1094	Contingency	210	\$ -	\$ 341,000	\$ 350,000	\$ 350,000	\$ 300,000	N/A	N/A
	CONTINGENCY		\$ -	\$ 341,000	\$ 350,000	\$ 350,000	\$ 300,000	N/A	N/A
	GENERAL FUND TOTAL		\$ 129,042,601	\$ 137,644,367	\$ 148,721,122	\$ 148,334,375	\$ 142,623,947	\$ 4,979,580	3.6%

Town of Groton
Comparison By Fund
 FYE 2022 Adopted/Adjusted Budget to Adopted FYE 2023 Budget

Func. #	Function Description Area of Service	Page Number	Actual FYE 2021	Adopted/ Adjusted FYE 2022	Department's Request FYE 2023	Town Manager's FYE 2023	Adopted Budget FYE 2023	\$ Variance Adj. FYE 22 vs. Adopted FYE 23	% Variance Adj. FYE 22 vs. Adopted FYE 23
2010	Golf Course Fund	159	\$ 1,203,431	\$ 1,316,152	\$ 1,474,503	\$ 1,474,503	\$ 1,474,503	\$ 158,351	12.0%
2020	Sewer Operating Fund	116	\$ 6,596,375	\$ 6,578,273	\$ 8,069,597	\$ 8,069,597	\$ 8,069,597	\$ 1,491,324	22.7%
2030	Solid Waste Fund	122	\$ 1,454,781	\$ 1,567,617	\$ 1,549,594	\$ 1,549,594	\$ 1,549,594	\$ (18,023)	(1.1%)
2060	Mumford Cove	189	\$ 21,160	\$ 21,180	\$ 21,230	\$ 21,230	\$ 21,230	\$ 50	0.2%
2120	Revaluation Fund	99	\$ 494,195	\$ 247,235	\$ 248,000	\$ 248,000	\$ 248,000	\$ 765	0.3%
3240	Recreation & Senior Activities	164	\$ 455,011	\$ 1,251,702	\$ 1,220,804	\$ 1,220,804	\$ 1,220,804	\$ (30,898)	(2.5%)
3310	BorrowIT CT	150	\$ 17,656	\$ 25,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ (5,000)	(20.0%)
4010	Groton Sewer District	192	\$ 938,253	\$ 1,396,418	\$ 1,334,997	\$ 1,334,997	\$ 1,334,997	\$ (61,421)	(4.4%)
5010	Capital Reserve Fund	200	\$ 2,617,820	\$ 4,085,000	\$ 10,136,000	\$ 10,136,000	\$ 5,797,000	\$ 1,712,000	41.9%
6040	Fleet Fund	126	\$ 758,546	\$ 1,110,717	\$ 1,503,690	\$ 1,313,690	\$ 1,313,690	\$ 202,973	18.3%
6050	Technology Replacement Fund	74	\$ 79,128	\$ 69,340	\$ 65,242	\$ 65,242	\$ 65,242	\$ (4,098)	(5.9%)
7320	Human Serv. Asst Fund	141	\$ 7,033	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%

TOWN OF GROTON
SUMMARY OF SOURCES AND USES - ALL FUNDS

ADOPTED FYE 2023

Purpose: To demonstrate in summary form the revenue sources and expenditures by each fund.

REVENUES - SOURCE OF FUNDS	GENERAL 100	GOLF COURSE 201	SEWER OPERATING 202	SOLID WASTE 203	MUMFORD COVE SPEC. DISTRICT 206	REVALUATION 212
General Property Taxes	\$ 98,393,085				\$ 21,230	
Licenses & Permits	\$ 556,370					
Revenue from Investments	\$ 75,000	\$ 200	\$ 3,000	\$ 10		\$ 400
State Grants in Aid-General Govt	\$ 6,580,044					
State Grants in Aid-Education	\$ 26,419,154					
Federal Grants in Aid	\$ 4,310,153					
Charges for Current Services	\$ 1,629,673					
Schools-Library-Recreation	\$ 45,500					
Other Revenue	\$ 614,968	\$ 39,400				
Memberships, Greens Fees, Carts		\$ 1,452,093				
Sewer Use Charges			\$ 6,979,576			
Disposal Fees, Bldg Lease Pmts				\$ 1,541,889		
Payments from Other Funds			\$ 101,874			\$ 150,000
Total Revenues	\$ 138,623,947	\$ 1,491,693	\$ 7,084,450	\$ 1,541,899	\$ 21,230	\$ 150,400
EXPENDITURES - USE OF FUNDS	GENERAL 100	GOLF COURSE 201	SEWER OPERATING 202	SOLID WASTE 203	MUMFORD COVE SPEC. DISTRICT 206	REVALUATION 212
General Government	\$ 901,806					
General Services	\$ 3,549,427					\$ 248,000
Public Safety	\$ 9,522,086					
Public Works	\$ 6,136,310		\$ 8,069,597	\$ 1,549,594		
Planning & Development	\$ 1,618,196					
Human Services	\$ 589,973					
Community Services	\$ 3,715,536	\$ 1,474,503				
Non-Departmental	\$ 12,125,415					
Contributions To Other Funds	\$ 1,685,530					
Capital/Debt Service	\$ 14,384,706					
Education	\$ 79,157,271					
Outside Agencies	\$ 2,399,354					
Subdivisions	\$ 6,538,337				\$ 21,230	
Contingency	\$ 300,000					
Total Expenditures	\$ 142,623,947	\$ 1,474,503	\$ 8,069,597	\$ 1,549,594	\$ 21,230	\$ 248,000
CHANGES IN FUND BALANCE	GENERAL 100	GOLF COURSE 201	SEWER OPERATING 202	SOLID WASTE 203	MUMFORD COVE SPEC. DISTRICT 206	REVALUATION 212
Net Increase (Decrease) In Fund Balance	\$ (4,000,000)	\$ 17,190	\$ (985,147)	\$ (7,695)	\$ -	\$ (97,600)
Estimated Beginning Fund Balance 7/1/2022	\$ 32,610,952	\$ 690,835	\$ 4,385,261	\$ 88,780	\$ 1,207	\$ 259,846
Estimated Ending Fund Balance 6/30/2023	\$ 28,610,952	\$ 708,025	\$ 3,400,114	\$ 81,085	\$ 1,207	\$ 162,246

TOWN OF GROTON
SUMMARY OF SOURCES AND USES - ALL FUNDS
ADOPTED FYE 2023

Purpose: To demonstrate in summary form the revenue sources and expenditures by each fund.

REC & SENIOR ACTIVITIES 324	BorrowIT CT 331	GROTON SEWER DISTRICT 401	CAPITAL RESERVE 501	FLEET 604	TECHNOLOGY REPLACEMENT 605	HUMAN SERV ASST FUND 732	TOTAL ALL FUNDS
		\$ 1,129,667					\$ 99,543,982
		\$ -					\$ 556,370
	\$ 50	\$ 1,000	\$ 10,000	\$ 1,500	\$ 300	\$ 50	\$ 91,510
	\$ 20,000						\$ 6,600,044
							\$ 26,419,154
							\$ 4,310,153
\$ 1,140,914							\$ 2,770,587
							\$ 45,500
		\$ 4,330	\$ 9,800		\$ 1,965	\$ 2,000	\$ 672,463
							\$ 1,452,093
							\$ 6,979,576
							\$ 1,541,889
\$ 260,755			\$ 4,797,000	\$ 1,313,690			\$ 6,623,319
\$ 1,401,669	\$ 20,050	\$ 1,134,997	\$ 4,816,800	\$ 1,315,190	\$ 2,265	\$ 2,050	\$ 157,606,640
REC & SENIOR ACTIVITIES 324	BorrowIT CT 331	GROTON SEWER DISTRICT 401	CAPITAL RESERVE 501	FLEET 604	TECHNOLOGY REPLACEMENT 605	HUMAN SERV ASST FUND 732	TOTAL ALL FUNDS
							\$ 901,806
		\$ 1,334,997			\$ 65,242		\$ 5,197,666
							\$ 9,522,086
				\$ 1,313,690			\$ 17,069,191
							\$ 1,618,196
						\$ 10,000	\$ 599,973
\$ 1,220,804	\$ 20,000						\$ 6,430,843
							\$ 12,125,415
							\$ 1,685,530
			\$ 5,797,000				\$ 20,181,706
							\$ 79,157,271
							\$ 2,399,354
							\$ 6,559,567
							\$ 300,000
\$ 1,220,804	\$ 20,000	\$ 1,334,997	\$ 5,797,000	\$ 1,313,690	\$ 65,242	\$ 10,000	\$ 163,748,604
REC & SENIOR ACTIVITIES 324	BorrowIT CT 331	GROTON SEWER DISTRICT 401	CAPITAL RESERVE 501	FLEET 604	TECHNOLOGY REPLACEMENT 605	HUMAN SERV ASST FUND 732	TOTAL ALL FUNDS
\$ 180,865	\$ 50	\$ (200,000)	\$ (980,200)	\$ 1,500	\$ (62,977)	\$ (7,950)	\$ (6,141,964)
\$ (235,881)	\$ 59,356	\$ 814,830	\$ 2,489,106	\$ 1,421,591	\$ 343,039	\$ 25,096	\$ 42,954,018
\$ (55,016)	\$ 59,406	\$ 614,830	\$ 1,508,906	\$ 1,423,091	\$ 280,062	\$ 17,146	\$ 36,812,054

TOWN OF GROTON

Fiscal Year Ending June 30, 2023

BUDGETS-IN-BRIEF WITHOUT FUND BALANCE APPLIED: ALL FUNDS

Purpose: To summarize revenues and expenditures by fund for the previous actual, current adjusted, current estimated and next fiscal years.

FINANCING PLAN BY FUND	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATED FYE 2022	ADOPTED FYE 2023
General Fund (100)	\$ 133,437,375	\$ 134,793,367	\$ 137,930,764	\$ 138,623,947
Golf Course (201)	\$ 1,456,843	\$ 1,397,433	\$ 1,452,902	\$ 1,491,693
Sewer Operating Fund (202)	\$ 6,886,269	\$ 6,984,693	\$ 6,985,393	\$ 7,084,450
Solid Waste (203)	\$ 1,394,101	\$ 1,578,221	\$ 1,577,931	\$ 1,541,899
Mumford Cove Taxing District (206)	\$ 20,740	\$ 21,180	\$ 21,028	\$ 21,230
Revaluation Fund (212)	\$ 410,787	\$ 300,800	\$ 300,400	\$ 150,400
Recreation & Senior Activities (324)	\$ 338,551	\$ 1,141,034	\$ 600,000	\$ 1,401,669
BorrowIT CT (331)	\$ 23,238	\$ 25,050	\$ 20,050	\$ 20,050
Sewer District (401)	\$ 2,059,491	\$ 896,418	\$ 897,090	\$ 1,134,997
Capital Reserve Fund (501)	\$ 2,097,119	\$ 4,104,500	\$ 4,104,145	\$ 4,816,800
Fleet Fund (604)	\$ 678,145	\$ 1,124,773	\$ 1,323,973	\$ 1,315,190
Technology Replacement Fund (605)	\$ 69,193	\$ 70,020	\$ 69,670	\$ 2,265
Human Services Asst Fund (732)	\$ 2,060	\$ 2,050	\$ 2,030	\$ 2,050
Total Revenue By Fund Without Fund Balance Applied	\$ 148,873,912	\$ 152,439,539	\$ 155,285,376	\$ 157,606,640
EXPENDITURES BY FUND	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATED FYE 2022	ADOPTED FYE 2023
General Fund (100)	\$ 129,042,602	\$ 137,644,367	\$ 136,992,807	\$ 142,623,947
Golf Course (201)	\$ 1,203,431	\$ 1,316,152	\$ 1,307,011	\$ 1,474,503
Sewer Operating Fund (202)	\$ 6,596,375	\$ 6,578,273	\$ 6,432,209	\$ 8,069,597
Solid Waste (203)	\$ 1,454,781	\$ 1,567,617	\$ 1,631,020	\$ 1,549,594
Mumford Cove Taxing District (206)	\$ 21,160	\$ 21,180	\$ 21,180	\$ 21,230
Revaluation Fund (212)	\$ 494,195	\$ 247,235	\$ 213,910	\$ 248,000
Recreation & Senior Activities (324)	\$ 455,011	\$ 1,251,702	\$ 882,668	\$ 1,220,804
BorrowIT CT (331)	\$ 17,656	\$ 25,000	\$ 20,000	\$ 20,000
Sewer District (401)	\$ 938,253	\$ 1,396,418	\$ 1,353,320	\$ 1,334,997
Capital Reserve Fund (501)	\$ 2,617,820	\$ 4,085,000	\$ 4,085,000	\$ 5,797,000
Fleet Fund (604)	\$ 758,546	\$ 1,110,717	\$ 1,123,673	\$ 1,313,690
Technology Replacement Fund (605)	\$ 79,128	\$ 69,340	\$ 66,604	\$ 65,242
Human Services Asst Fund (732)	\$ 7,033	\$ 10,000	\$ 10,000	\$ 10,000
Total Expenditures By Fund	\$ 143,685,991	\$ 155,323,001	\$ 154,139,402	\$ 163,748,604

TOWN OF GROTON

Fiscal Year Ending 2023

ESTIMATED CHANGES IN FUND BALANCE

Purpose: To document estimated changes in fund balance for each fund. This presentation identifies the impact of budget decisions and assumptions upon the financial position of each fund.

Fund Description & #	Audit Fund Balance FYE 2021	Estimated Fund Balance FYE 2022	FYE 2023 Adopted Revenues	FYE 2023 Adopted Expenditures	Estimated Fund Balance FYE 2023	Fund Balance as a % of Expenditures
General (100)	\$31,672,995	\$32,610,952	\$138,623,947	\$142,623,947	\$28,610,952	20.06%
Golf Course (201)	\$544,944	\$690,835	\$1,491,693	\$1,474,503	\$708,025	48.02%
Sewer Operating (202)	\$3,832,077	\$4,385,261	\$7,084,450	\$8,069,597	\$3,400,114	42.13%
Solid Waste (203)	\$141,869	\$88,780	\$1,541,899	\$1,549,594	\$81,085	5.23%
Mumford Cove (206)	\$1,359	\$1,207	\$21,230	\$21,230	\$1,207	5.69%
Revaluation (212)	\$173,356	\$259,846	\$150,400	\$248,000	\$162,246	65.42%
Rec & Senior Activities (324)	\$46,787	(\$235,881)	\$1,401,669	\$1,220,804	(\$55,016)	-4.51%
Borrowlt CT (331)	\$59,306	\$59,356	\$20,050	\$20,000	\$59,406	297.03%
Sewer District (401)	\$1,271,060	\$814,830	\$1,134,997	\$1,334,997	\$614,830	46.05%
Capital Reserve (501)	\$2,469,961	\$2,489,106	\$4,816,800	\$5,797,000	\$1,508,906	26.03%
Fleet Reserve (604)	\$1,221,291	\$1,421,591	\$1,315,190	\$1,313,690	\$1,423,091	108.33%
Technology Replacement (605)	\$339,973	\$343,039	\$2,265	\$65,242	\$280,062	429.27%
Human Serv Asst fund (732)	\$33,066	\$25,096	\$2,050	\$10,000	\$17,146	171.46%
Total All Funds	\$41,808,044	\$42,954,018	\$157,606,640	\$163,748,604	\$36,812,054	22.48%

<p style="text-align: center;">Town of Groton Full Time Employees</p> <p style="text-align: center;">FYE 2022 ADJUSTED vs FYE 2023 ADOPTED</p>							
FUNCTION NUMBER & DESCRIPTION	LAST YEAR FYE 2021 ACTUAL	THIS YEAR FYE 2022 ADJUSTED	THIS YEAR FYE 2022 ESTIMATE	NEXT YEAR FYE 2023 MANAGER	NEXT YEAR FYE 2023 ADOPTED	THIS NEXT YEAR YEAR FYE 2022 FYE 2023 ADJ VS. ADOPTED # DIFFERENCE	CHANGE DESCRIPTION FYE 2023
1005-TOWN CLERK	5.00	5.00	5.00	5.00	5.00	0.00	
1010-EXECUTIVE MANAGEMENT	2.10	2.10	2.00	2.00	2.00	-0.10	-Asst Town Mgr/Director HR / .10
1011-INFORMATION TECHNOLOGY	6.00	6.00	6.00	6.00	6.00	0.00	
1012-HUMAN RESOURCES	3.90	3.90	4.00	4.00	4.00	0.10	-Asst Town Mgr/Director HR / .90 +Director HR/Risk Mgt -Supervisor, HR Admin +HR Coordinator
1013-FINANCE	20.00	20.00	20.00	19.00	19.00	-1.00	-Financial Assistant II-35
1024-PUBLIC SAFETY	89.00	90.00	90.00	90.00	90.00	0.00	-Social Worker I +Community Outreach Specialist -Sergeant +Lieutenant -Investigator +Detective
1035-PUBLIC WORKS	43.00	43.00	43.00	43.00	43.00	0.00	-Equipment Operator +Maintainer -Financial Assistant I-35 +Office Assistant II-35
1046-PLANNING & DEVELOPMENT	15.00	16.00	17.00	17.00	17.00	1.00	-Climate Resilience Pr Mgr +Sustain & Resilience Mgr +ARPA Coordinator
1051-HUMAN SERVICES	8.00	8.00	8.00	8.00	8.00	0.00	
1063-LIBRARY	17.00	17.00	17.00	17.00	17.00	0.00	
1064-PARKS & RECREATION	18.75	18.75	18.75	19.25	21.25	2.50	+Maintainer / 1.5 +Program Supervisor
GENERAL FUND: SUB-TOTAL	227.75	229.75	230.75	230.25	232.25	2.50	
2010-GOLF COURSE FUND	6.25	6.25	6.25	6.75	6.75	0.50	+Maintainer / .5
2020-SEWER FUND	19.00	19.00	19.00	19.00	19.00	0.00	-WPCF Mechanic +WPCF Mechanic Trainee -WPCF Operator +WPCF Senior Operator
5000-SCHOOL PROJECTS	1.00	1.00	1.00	0.00	0.00	-1.00	-Sustainability Project Manager
OTHER FUNDS: SUB-TOTAL	26.25	26.25	26.25	25.75	25.75	-0.50	
T O T A L S - ALL FUNDS	254.00	256.00	257.00	256.00	258.00	2.00	

LEGISLATIVE POLICY #1001

Final FYE 2023 Budget Result: During budget deliberations the RTM reduced this function by \$5,000.

The overall decrease in this budget is \$5,350 or 11.3%.

Cost Center 0 – Town Council

Attend Town Council, Committee-of-the-Whole, meetings with other municipalities; and meetings as needed with various Town boards, commissions and others. Attend regional and state meetings as needed, re: Council of Governments, Regional Resource Recovery. Attend numerous meetings and ceremonial events, including new business openings, representing the Town of Groton. Conduct budget review and establish annual mill rate.

Cost Center 2 – RTM

Attend regular RTM meetings and budget review sessions as well as numerous subcommittee meetings. Adopt final budget and forward to Council for setting the mill rate.

Cost Center 3 – Jabez Smith House

Support program activities, maintenance needs and enhancements to the property.

Cost Center 5 – Veterans & Military

Provide funds to veterans' organizations for the purchase of flags and wreaths and to help pay expenses related to the Memorial Day parade, when it occurs in Groton.

Cost Center 7 – Initiatives

Provide funding for legislative, economic development/community development and other initiatives.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL GOVERNMENT
DEPARTMENT: GENERAL GOVERNMENT
FUNCTION: LEGISLATIVE POLICY 1001

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	15,653	47,200	45,300	46,850	46,850	46,850	41,850
Total Appropriation	\$15,653	\$47,200	\$45,300	\$46,850	\$46,850	\$46,850	\$41,850

COST CENTERS							

10010 TOWN COUNCIL	15,116	34,000	34,000	35,200	35,200	35,200	35,200
10012 RTM	63	250	100	250	250	250	250
10013 JABEZ SMITH HOUSE	0	1,850	100	200	200	200	200
10015 VETERANS & MILITARY	474	2,100	2,100	2,200	2,200	2,200	2,200
10017 INITIATIVES	0	9,000	9,000	9,000	9,000	9,000	4,000
Total Cost Centers	\$15,653	\$47,200	\$45,300	\$46,850	\$46,850	\$46,850	\$41,850

FINANCING PLAN							

GENERAL FUND	15,653	47,200	45,300	46,850	46,850	46,850	41,850
Total Financing Plan	\$15,653	\$47,200	\$45,300	\$46,850	\$46,850	\$46,850	\$41,850

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL GOVERNMENT
DEPARTMENT: GENERAL GOVERNMENT
FUNCTION: LEGISLATIVE POLICY 1001

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	119	2,350	2,100	2,350	2,350	2,350	2,350
5210 PROFESS DEVELOP/TRAI	15,060	31,500	31,500	32,500	32,500	32,500	32,500
5220 UTILITIES/FUEL/MILEA	0	1,100	100	200	200	200	200
5230 PYMNTS/CONTRIBUTIONS	474	2,500	2,100	2,700	2,700	2,700	2,700
5300 MATERIALS & SUPPLIES	0	9,750	9,500	9,100	9,100	9,100	4,100

Total Operating Expenses	\$15,653	\$47,200	\$45,300	\$46,850	\$46,850	\$46,850	\$41,850

GRAND TOTAL	\$15,653	\$47,200	\$45,300	\$46,850	\$46,850	\$46,850	\$41,850

VOTER REGISTRATION #1003

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

The overall increase in this budget is \$79,950 or 59.9%. Personnel Services are up \$48,130 and operating expenses are up \$31,820.

Background

The Registrar of Voters (ROV) is a department that reports directly to the Secretary of the State and is funded by the Town of Groton. We have laws and mandates that the State gives us to follow. We have multiple cost centers to keep track of the different election costs each year they occur.

Summary

The registrar of voters provides election and voting information, and strives to increase voter enrollment and participation, maintain accuracy in the voter files, organize and supervise elections; and uphold the integrity of the electoral process.

Cost Center 3 – General Support

This cost center includes all charges that are not directly related to a specific election. All costs are the direct result of election functions. The Secretary of the State mandates what we need to accomplish every year.

Cost Center 4 – Municipal Election

In FYE 2023, we will not have this type of election.

Cost Center 5 – Federal Election

In FYE 2023, we have budgeted for an election in November along with an audit and recount.

Cost Center 6 – Primary Election

In FYE 2023, we have budgeted for one Primary to be held in August along with an audit and recount.

Cost Center 7 – Presidential Election

In FYE 2023, we will not have this type of election.

General Information from the Registrar of Voters

Office Hours: Thursday - Friday 8:30 a.m. - 4:30 p.m.

Office Phone: 860-441-6650

Registrars of Voters: Kristen Venditti (R) Jeanne Rogers (D) – Available anytime by appointment

Our office takes voter applications at any time through in person, online or DMV registering. We work with schools and outside organizations to help register as many people as possible to ensure a good democracy for everyone.

REGISTER TO VOTE: If you are not registered, you can go to <http://voterregistration.ct.gov> and register online at your convenience. The link is also located on the Town of Groton Registrar of Voters homepage.

PARTY AFFILIATION CHANGES: You can make changes to your party affiliation at any time up to 90 days before a primary in order to be eligible to vote in that primary if you were affiliated with another major party. Please feel free to call our office if you have any questions.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL GOVERNMENT
DEPARTMENT: GENERAL GOVERNMENT
FUNCTION: VOTER REGISTRATION 1003

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Personnel Services	137,641	104,015	111,718	152,145	152,145	152,145	152,145
Operating Expenses	53,224	29,470	55,785	61,290	61,290	61,290	61,290

Total Appropriation	\$190,865	\$133,485	\$167,503	\$213,435	\$213,435	\$213,435	\$213,435

COST CENTERS							

10033 GENERAL SUPPORT	88,878	95,410	91,267	113,635	113,635	113,635	113,635
10034 MUNICIPAL ELECTION	0	38,075	40,926	0	0	0	0
10035 STATE ELECTIONS	86	0	3,100	50,800	50,800	50,800	50,800
10036 PRIMARY ELECTIONS	49,458	0	32,210	49,000	49,000	49,000	49,000
10037 PRESIDENTIAL ELECTIO	52,443	0	0	0	0	0	0

Total Cost Centers	\$190,865	\$133,485	\$167,503	\$213,435	\$213,435	\$213,435	\$213,435

FINANCING PLAN							

FEMA REIMBURSEMENT	1,334	0	0	0	0	0	0
MISC-UNCLASSIFIED	0	0	120	0	0	0	0
GENERAL FUND	189,531	133,485	167,383	213,435	213,435	213,435	213,435

Total Financing Plan	\$190,865	\$133,485	\$167,503	\$213,435	\$213,435	\$213,435	\$213,435

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL GOVERNMENT
DEPARTMENT: GENERAL GOVERNMENT
FUNCTION: VOTER REGISTRATION 1003

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5102 PART TIME PERSONNEL	40,000	40,000	40,000	43,021	43,021	43,021	43,021
5103 SEASONAL PERSONNEL	73,107	29,175	41,028	77,300	77,300	77,300	77,300
5104 OVERTIME PAY	306	1,060	1,060	495	495	495	495
5109 SALARY ADJUSTMENTS	1,197	0	0	0	0	0	0
5110 REGULAR PART TIME	18,445	27,560	24,606	25,709	25,709	25,709	25,709
5151 SOCIAL SECURITY	4,586	6,220	5,024	5,620	5,620	5,620	5,620
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Total Personnel Services	\$137,641	\$104,015	\$111,718	\$152,145	\$152,145	\$152,145	\$152,145
OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	35,617	11,500	35,279	34,600	34,600	34,600	34,600
5210 PROFESS DEVELOP/TRAI	1,700	1,520	1,267	1,590	1,590	1,590	1,590
5220 UTILITIES/FUEL/MILEA	1,688	2,200	1,800	1,800	1,800	1,800	1,800
5260 REPAIRS & MAINT-FAC/	3,900	3,600	4,050	4,500	4,500	4,500	4,500
5281 OCCUPATIONAL HEALTH	231	0	0	0	0	0	0
5290 PROFESS/TECHNICAL SE	2,251	3,500	6,429	6,600	6,600	6,600	6,600
5300 MATERIALS & SUPPLIES	6,152	6,150	6,210	10,100	10,100	10,100	10,100
5400 EQUIP/MACHINRY& FURN	1,685	1,000	750	2,100	2,100	2,100	2,100
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Total Operating Expenses	\$53,224	\$29,470	\$55,785	\$61,290	\$61,290	\$61,290	\$61,290
GRAND TOTAL	\$190,865	\$133,485	\$167,503	\$213,435	\$213,435	\$213,435	\$213,435

TOWN CLERK #1005

Final FYE 2023 Budget Results: During budget deliberations the Town Council increased this function by \$1,380. The RTM sustained this action.

The overall increase in this budget is \$15,221 or 4.6%. Personnel Services are up \$10,087 and operating expenses are up \$5,134.

Background

Groton first elected John Davie in 1706 as Town Clerk and has continued the practice of electing the Town Clerk to this day. Some Clerks also served as Town Treasurer, Sealer of Weights and Measures, Clerk of the Board of Health and Board of (Voter) Registration. CT State Statutes and the Town Charter set the powers and duties for the Town Clerk.

Summary

This adopted budget of \$349,021 is a 4.6% increase over last year's budget of \$333,800. This increase is primarily due to increases in the price of goods and services (postage, archival paper, etc.), and contractual increases for personnel. We have recently upgraded our online search engine for Land Records and eRecording will be offered soon. We added an addition option for online and point of sale orders for Vital Records, which allows credit card payment. We will soon be offering an online service for Shellfish Permits.

Cost Center 0 – Leadership & General Support

Included in this cost center are Town Clerk Association dues, Town Clerk Educational Conferences and schools and the salaries for the Town Clerk and Deputy Town Clerk. We offer most notarization services to the public. We respond to requests for both historical and current Town records for Council and RTM action, and all Boards and Commissions.

Cost Center 2 – Legislative Service

By Town Charter the Town Clerk is designated as the Clerk of the Council and the Clerk of the RTM. In this capacity, the Town Clerk serves as the official record keeper for the Town Council, and the Representative Town Meeting. We act as the repository for all claims and legal actions for the Town. We process and record all Ordinances enacted by the Town Council and maintain the preservation of these documents.

Cost Center 3 – Vital Statistics

As the Registrar of Vital Statistics, we are responsible for the preservation of all Birth, Marriage and Death records that occur in Groton or of our Groton residents. We issue certified copies of our vital records and retain the \$20 fee for this service. We compile and report all statistics and information that is required for the State on a monthly basis.

Cost Center 4 – Elections

This office is responsible for certifying elections, primaries, referenda questions, and issuing all Absentee Ballots for the Town. The election reports that we provide to the Secretary of the State must be concurrent with the Registrar of Voters and Master Moderators reports. All election records are recorded for permanent record.

Cost Center 6 – Record Legal Documents

Any and all transactions involving land located in the Town of Groton must be recorded in the Town Clerk's Office. This includes deeds, mortgages, attachments, tax liens, judgments, maps, probate certificates, variances and all other legal documents pertaining to land use and transfers. The Town Clerk records, and keeps permanent documentation and indices of all transactions. These records are open to the public and may be reproduced in our office or online through a vendor for a fee.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL GOVERNMENT
DEPARTMENT: TOWN CLERK
FUNCTION: TOWN CLERK 1005

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Personnel Services	293,813	298,601	297,680	307,308	307,308	308,688	308,688
Operating Expenses	17,719	35,199	34,699	40,333	40,333	40,333	40,333

Total Appropriation	\$311,532	\$333,800	\$332,379	\$347,641	\$347,641	\$349,021	\$349,021

COST CENTERS							

10050 LEADERSHIP/GEN SUPPT	105,329	110,556	109,604	110,306	110,306	111,686	111,686
10052 LEGISLATIVE SERVICE	14,584	21,842	20,838	23,455	23,455	23,455	23,455
10053 VITAL STATISTICS	83,166	86,203	86,719	90,742	90,742	90,742	90,742
10054 ELECTIONS	52,851	58,140	58,199	63,962	63,962	63,962	63,962
10056 RECORD LEGAL DOCUMEN	55,602	57,059	57,019	59,176	59,176	59,176	59,176

Total Cost Centers	\$311,532	\$333,800	\$332,379	\$347,641	\$347,641	\$349,021	\$349,021

FINANCING PLAN							

SPORTING LICENSES	28	0	0	0	0	0	0
DOG LICENSES (GF)	1,736	5,000	5,000	1,900	1,900	1,900	5,000
OTHER LICENSES/PERMITS	4,446	1,200	4,850	4,520	4,520	4,520	4,520
MISC STATE REVENUE	10,685	0	0	0	0	0	0
RECORDING INSTRUMENTS	211,136	120,000	200,000	150,000	150,000	150,000	150,000
CONVEYANCE TAX	700,546	600,000	744,000	600,000	600,000	600,000	600,000
VITAL STATISTICS	6,699	5,000	6,500	6,000	6,000	6,000	6,000
LAND RECORD COPIES	33,875	25,000	33,600	30,000	30,000	30,000	30,000
VITALS COPIES	64,058	60,000	60,000	62,000	62,000	62,000	62,000
PAYMENTS FROM OTHER FUNDS	6,500	6,500	6,500	7,500	7,500	7,500	7,500
GENERAL FUND	(728,177)	(488,900)	(728,071)	(514,279)	(514,279)	(512,899)	(515,999)

Total Financing Plan	\$311,532	\$333,800	\$332,379	\$347,641	\$347,641	\$349,021	\$349,021

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL GOVERNMENT
DEPARTMENT: TOWN CLERK
FUNCTION: TOWN CLERK 1005

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5101 REGULAR FULL TIME	265,063	274,881	273,539	282,759	282,759	282,759	282,759
5102 PART TIME PERSONNEL	175	0	0	0	0	0	0
5104 OVERTIME PAY	6,151	2,500	3,015	2,710	2,710	2,710	2,710
5109 SALARY ADJUSTMENTS	1,976	0	0	0	0	1,380	1,380
5151 SOCIAL SECURITY	20,448	21,220	21,126	21,839	21,839	21,839	21,839

Total Personnel Services	\$293,813	\$298,601	\$297,680	\$307,308	\$307,308	\$308,688	\$308,688

OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	4,845	16,900	16,900	22,015	22,015	22,015	22,015
5210 PROFESS DEVELOP/TRAI	820	1,670	1,670	1,740	1,740	1,740	1,740
5230 PYMNTS/CONTRIBUTIONS	350	500	0	0	0	0	0
5260 REPAIRS & MAINT-FAC/	729	829	829	843	843	843	843
5290 PROFESS/TECHNICAL SE	7,112	9,250	9,250	9,585	9,585	9,585	9,585
5300 MATERIALS & SUPPLIES	4,663	6,050	6,050	6,150	6,150	6,150	6,150
5400 EQUIP/MACHINRY& FURN	(800)	0	0	0	0	0	0

Total Operating Expenses	\$17,719	\$35,199	\$34,699	\$40,333	\$40,333	\$40,333	\$40,333

GRAND TOTAL	\$311,532	\$333,800	\$332,379	\$347,641	\$347,641	\$349,021	\$349,021

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL GOVERNMENT
DEPARTMENT: TOWN CLERK
FUNCTION: TOWN CLERK 1005

	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

FULL TIME EMPLOYEE (FTE) ANALYSIS						

TOWN CLERK	1.00	1.00	1.00	1.00	1.00	1.00
DEPUTY TOWN CLERK	1.00	1.00	1.00	1.00	1.00	1.00
ASSISTANT TOWN CLERK	3.00	3.00	3.00	3.00	3.00	3.00

Total FTE Personnel	5.00	5.00	5.00	5.00	5.00	5.00
FTE SALARIES & WAGES						

TOWN CLERK	70,380	69,000	69,000	69,000	69,000	69,000
DEPUTY TOWN CLERK	56,146	56,165	58,436	58,436	58,436	58,436
ASSISTANT TOWN CLERK	148,355	148,374	155,323	155,323	155,323	155,323

Total FTE Salaries & Wages	\$274,881	\$273,539	\$282,759	\$282,759	\$282,759	\$282,759

LEGAL SERVICES #1006

Final FYE 2023 Budget Results: During budget deliberations there were no changes made to this function.

The overall budget is flat with no change in requested expenditures.

Cost Center 0 – Town Attorney

The Town Attorney advises the Town on a wide variety of legal matters including but not limited to federal, state and local laws and regulations, contracts, litigation, Freedom of Information (FOI) matters and tax collection issues. The Town Attorney is available for monthly meetings at the Town Hall to address many of these issues. In addition, issues arise at the staff, Town Council, RTM and Commission levels that require input from the Town Attorney's office. The Town Attorney is appointed by the Town Council.

Cost Center 2 – Special Attorney

Special Attorneys are hired when there may be a conflict of interest for the Town Attorney to advise and possibly defend the Town in court. Many of these cases deal with tax foreclosures.

Cost Center 4 – General Support

Includes costs associated with appraisals for tax foreclosures, marshal fees and deed research.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL GOVERNMENT
DEPARTMENT: TOWN MANAGER
FUNCTION: LEGAL SERVICES 1006

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	316,289	297,500	414,000	297,500	297,500	297,500	297,500
Total Appropriation	\$316,289	\$297,500	\$414,000	\$297,500	\$297,500	\$297,500	\$297,500

COST CENTERS							

10060 TOWN ATTORNEY	247,446	227,500	324,000	227,500	227,500	227,500	227,500
10061 MISC LITIGATION	0	10,000	0	0	0	0	0
10062 SPECIAL ATTORNEY	38,434	0	30,000	10,000	10,000	10,000	10,000
10064 GENERAL SUPPORT	30,409	60,000	60,000	60,000	60,000	60,000	60,000
Total Cost Centers	\$316,289	\$297,500	\$414,000	\$297,500	\$297,500	\$297,500	\$297,500

FINANCING PLAN							

FEMA REIMBURSEMENT	11,319	0	0	0	0	0	0
MISC-UNCLASSIFIED	0	0	2,695	0	0	0	0
GENERAL FUND	304,970	297,500	411,305	297,500	297,500	297,500	297,500
Total Financing Plan	\$316,289	\$297,500	\$414,000	\$297,500	\$297,500	\$297,500	\$297,500

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL GOVERNMENT
DEPARTMENT: TOWN MANAGER
FUNCTION: LEGAL SERVICES 1006

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5290 PROFESS/TECHNICAL SE	316,289	297,500	414,000	297,500	297,500	297,500	297,500
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Total Operating Expenses	\$316,289	\$297,500	\$414,000	\$297,500	\$297,500	\$297,500	\$297,500
GRAND TOTAL	\$316,289	\$297,500	\$414,000	\$297,500	\$297,500	\$297,500	\$297,500

EXECUTIVE MANAGEMENT #1010

Final FYE 2023 Budget Results: During budget deliberations there were no changes made to this function.

The overall decrease is \$8,907 or 2.8%. Personnel Services are down \$6,517 and Operating Expenses are down \$2,390.

Background

The Town Manager is the Chief Executive Officer of the Town and is appointed by and is directly responsible to the Council. The Manager is also an ex-officio member of the Representative Town Meeting (RTM) serving as an advisor to them. The Town Manager plans, organizes, coordinates, and administers the day-to-day functions of the Town government. The Manager has the authority to appoint and dismiss all Department Heads except for elected officers or elected Department Heads. The Manager is responsible for the preparation of the general government budget. The Manager also accepts the Board of Education budget and presents a combined proposal for expenditures to the Council. Before approving the budget, the Council must hold public hearings. Following approval, the Council sends the budget to the RTM for consideration and final approval.

Summary

This adopted budget of \$309,093 is a 2.8% decrease over last year's budget of \$318,000. This decrease is largely due to the elimination of the Assistant Town Manager duties which had been combined with the Human Resources Director position until recently. The Assistant Town Manager duties were budgeted at \$11,947 in the FYE 2022 adopted budget. The rest of the budget is funded at an amount to provide continued level service from what is being provided currently.

Cost Center 0 – Leadership & General Support

Assists the Council with policy development and guides the implementation of Town Council goals. The Town Manager is also responsible for the Supervision and Development of the Management Team, and participation in state and regional agencies. This office responds to public inquiries, and advises and assists Town departments as well as state and regional agencies in matters of interest and benefit to Groton.

Cost Center 1 – Legislative Support

Responsible for processing Town Council and RTM referrals, attending Legislative and other Committee meetings in order to set State legislative priorities and coordinating Groton's legislative agenda with local legislators. Develops and issues agendas for meetings of Town Council, Committee-of-the-Whole, and others as required.

Cost Center 2 – Budget Preparation

This office coordinates development and preparation of the Town operations and capital improvement budgets. It also works with outside agencies to incorporate their budget requests into the Town budget. Introduces the budget at public hearings and discusses the budget at Town Council and RTM budget sessions. Attends RTM subcommittee budget review sessions as needed.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL SERVICES
DEPARTMENT: TOWN MANAGER
FUNCTION: EXECUTIVE MANAGEMENT 1010

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Personnel Services	282,528	286,810	276,461	280,293	280,293	280,293	280,293
Operating Expenses	12,524	31,190	18,350	28,800	28,800	28,800	28,800

Total Appropriation	\$295,052	\$318,000	\$294,811	\$309,093	\$309,093	\$309,093	\$309,093

COST CENTERS							

10100 LEADERSHIP/GEN SUPPT	136,028	157,959	134,770	145,334	145,334	145,334	145,334
10101 LEGISLATIVE SUPPORT	109,920	108,607	108,607	111,234	111,234	111,234	111,234
10102 BUDGET PREPARATION	49,104	51,434	51,434	52,525	52,525	52,525	52,525

Total Cost Centers	\$295,052	\$318,000	\$294,811	\$309,093	\$309,093	\$309,093	\$309,093

FINANCING PLAN							

FEMA REIMBURSEMENT	75	0	0	0	0	0	0
MISC STATE REVENUE	677	0	0	0	0	0	0
GENERAL FUND	294,300	318,000	294,811	309,093	309,093	309,093	309,093

Total Financing Plan	\$295,052	\$318,000	\$294,811	\$309,093	\$309,093	\$309,093	\$309,093

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL SERVICES
DEPARTMENT: TOWN MANAGER
FUNCTION: EXECUTIVE MANAGEMENT 1010

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5101 REGULAR FULL TIME	260,947	258,086	248,473	252,292	252,292	252,292	252,292
5117 ALLOWANCES	4,800	11,300	11,300	11,300	11,300	11,300	11,300
5151 SOCIAL SECURITY	16,781	17,424	16,688	16,701	16,701	16,701	16,701

Total Personnel Services	\$282,528	\$286,810	\$276,461	\$280,293	\$280,293	\$280,293	\$280,293
OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	3,674	10,000	8,000	10,000	10,000	10,000	10,000
5210 PROFESS DEVELOP/TRAI	3,759	14,500	4,600	12,500	12,500	12,500	12,500
5220 UTILITIES/FUEL/MILEA	73	690	250	800	800	800	800
5260 REPAIRS & MAINT-FAC/	0	400	400	400	400	400	400
5290 PROFESS/TECHNICAL SE	2,400	2,500	2,500	2,500	2,500	2,500	2,500
5300 MATERIALS & SUPPLIES	1,500	2,600	2,600	2,600	2,600	2,600	2,600
5400 EQUIP/MACHINRY& FURN	0	500	0	0	0	0	0
5410 COMPUTER EQUIPMENT	1,118	0	0	0	0	0	0

Total Operating Expenses	\$12,524	\$31,190	\$18,350	\$28,800	\$28,800	\$28,800	\$28,800
GRAND TOTAL	\$295,052	\$318,000	\$294,811	\$309,093	\$309,093	\$309,093	\$309,093

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL SERVICES
DEPARTMENT: TOWN MANAGER
FUNCTION: EXECUTIVE MANAGEMENT 1010

	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

FULL TIME EMPLOYEE (FTE) ANALYSIS						

TOWN MANAGER	1.00	1.00	1.00	1.00	1.00	1.00
ASST TOWN MGR/DIRECTOR HR	0.10	0.10	0.00	0.00	0.00	0.00
EXECUTIVE ASSISTANT	1.00	1.00	1.00	1.00	1.00	1.00

Total FTE Personnel	2.10	2.10	2.00	2.00	2.00	2.00
FTE SALARIES & WAGES						

TOWN MANAGER	180,224	180,224	184,729	184,729	184,729	184,729
ASST TOWN MGR/DIRECTOR HR	11,947	2,335	0	0	0	0
EXECUTIVE ASSISTANT	65,915	65,915	67,563	67,563	67,563	67,563

Total FTE Salaries & Wages	\$258,086	\$248,473	\$252,292	\$252,292	\$252,292	\$252,292

INFORMATION TECHNOLOGY #1011

Final FYE 2023 Budget Results: During budget deliberations there were no changes made to this function.

The overall increase in this budget is \$112,900 or 10.2%. Personnel Services are up \$4,842 and operating expenses are up \$108,058.

Background

The Information Technology department provides governance, infrastructure, and functionality to all departments within the Town of Groton. This includes all critical applications, telephony, town website, information security, technical support and access to web hosted services for the general public. GIS works closely with specialists from all town departments to create, maintain, and interrogate various geographic-based data products, provides expertise to solve problems with data, and develops tools for data analysis; it also serves as a primary vector for dissemination, serving planimetrics, environmental data, and tax information through various applications on the town website for use by staff and the public.

This adopted budget of \$1,215,633 is a 10.2 percent increase over last year's budget of \$1,102,733 and was developed in accordance with the guidelines provided. It should be noted that the majority of this budgetary increase is due to multiple new maintenance contracts coming due this year and current maintenance contracts yearly increases.

Summary

The adopted budget includes an increase in expenses of \$112,900, mostly due to the vendor software and hardware annual maintenance contracts. The additional funding is requested to cover two new maintenance contracts for Tyler EnerGov (\$37,575), Microsoft Azure (\$4,000) and several current contracts that have increased. The Microsoft Office 365 e-mail contract has increased from \$11,816 to \$32,312 (173.46% increase) and Breezeline (wide area dark fiber provider) contract has increased from \$56,680 to \$79,024 (39.42% increase). The remaining maintenance contracts have increased between 2% to 5%.

The FYE 2023 CIP includes the on-going server hardware and software upgrades, replacing the on-premise tape backup system, upgrading the web access security system and performing a network security audit.

Cost Center 3 – Information Technology

The department provides annual hardware (servers, network equipment) maintenance, network connectivity and internet connectivity utilized by all Town departments. We use the GIS software to assist numerous Town departments and the public in achieving their strategies and goals, with regard to all aspects of GIS related data preparation, building geodatabases and maintaining well over 1,200+ layers of data and templates. We are responsible for managing and maintaining the town wide data infrastructure and GIS technical support.

Cost Center 4 – Software Maintenance

The department provides annual maintenance contracts, modifications and support for third party applications utilized by all Town departments. Of these applications up for maintenance renewal, two new applications have been added to the budget. The new systems Tyler EnerGov (Planning) and Microsoft Azure (On-line file backups) added.

Cost Center 7 – Telecommunications

Manage, support, repair and maintain the Town's VoIP telephone system, Frontier copper land lines for faxes and alarm circuits and cell phones.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL SERVICES
DEPARTMENT: TOWN MANAGER
FUNCTION: INFORMATION TECHNOLOGY 1011

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Personnel Services	513,982	547,889	539,243	552,731	552,731	552,731	552,731
Operating Expenses	498,304	554,844	563,490	662,902	662,902	662,902	662,902

Total Appropriation	\$1,012,286	\$1,102,733	\$1,102,733	\$1,215,633	\$1,215,633	\$1,215,633	\$1,215,633

COST CENTERS							

10113 INFORMATION TECHNOLO	586,833	630,613	620,347	654,769	654,769	654,769	654,769
10114 SOFTWARE MAINTENANCE	390,215	433,355	443,621	503,548	503,548	503,548	503,548
10117 TELECOMMUNICATIONS	35,238	38,765	38,765	57,316	57,316	57,316	57,316

Total Cost Centers	\$1,012,286	\$1,102,733	\$1,102,733	\$1,215,633	\$1,215,633	\$1,215,633	\$1,215,633

FINANCING PLAN							

GIS REVENUE	554	250	250	250	250	250	250
GENERAL FUND	1,011,732	1,102,483	1,102,483	1,215,383	1,215,383	1,215,383	1,215,383

Total Financing Plan	\$1,012,286	\$1,102,733	\$1,102,733	\$1,215,633	\$1,215,633	\$1,215,633	\$1,215,633

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL SERVICES
DEPARTMENT: TOWN MANAGER
FUNCTION: INFORMATION TECHNOLOGY 1011

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5101 REGULAR FULL TIME	474,673	507,729	499,697	512,157	512,157	512,157	512,157
5102 PART TIME PERSONNEL	1,161	0	0	0	0	0	0
5105 LONGEVITY PAY	1,155	1,225	1,225	1,295	1,295	1,295	1,295
5109 SALARY ADJUSTMENTS	2,554	0	0	0	0	0	0
5151 SOCIAL SECURITY	34,439	38,935	38,321	39,279	39,279	39,279	39,279

Total Personnel Services	\$513,982	\$547,889	\$539,243	\$552,731	\$552,731	\$552,731	\$552,731

OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	77	275	275	275	275	275	275
5210 PROFESS DEVELOP/TRAI	235	1,835	1,835	1,835	1,835	1,835	1,835
5220 UTILITIES/FUEL/MILEA	65,346	69,935	69,935	92,192	92,192	92,192	92,192
5260 REPAIRS & MAINT-FAC/	1,364	1,699	1,699	1,869	1,869	1,869	1,869
5261 SOFTWARE MAINT FEES	390,215	433,355	443,621	503,548	503,548	503,548	503,548
5290 PROFESS/TECHNICAL SE	39,080	45,695	44,075	61,133	61,133	61,133	61,133
5300 MATERIALS & SUPPLIES	1,987	2,050	2,050	2,050	2,050	2,050	2,050

Total Operating Expenses	\$498,304	\$554,844	\$563,490	\$662,902	\$662,902	\$662,902	\$662,902

GRAND TOTAL	\$1,012,286	\$1,102,733	\$1,102,733	\$1,215,633	\$1,215,633	\$1,215,633	\$1,215,633

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL SERVICES
DEPARTMENT: TOWN MANAGER
FUNCTION: INFORMATION TECHNOLOGY 1011

	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

FULL TIME EMPLOYEE (FTE) ANALYSIS						

MANAGER IT	1.00	1.00	1.00	1.00	1.00	1.00
GIS COORDINATOR	1.00	1.00	1.00	1.00	1.00	1.00
IT SYSTEMS ADMINISTRATOR	1.00	1.00	1.00	1.00	1.00	1.00
PC/NETWORK SUPPORT II	3.00	3.00	3.00	3.00	3.00	3.00

Total FTE Personnel	6.00	6.00	6.00	6.00	6.00	6.00
FTE SALARIES & WAGES						

MANAGER IT	107,926	107,926	110,625	110,625	110,625	110,625
GIS COORDINATOR	82,791	74,757	77,777	77,777	77,777	77,777
IT SYSTEMS ADMINISTRATOR	80,247	80,247	82,253	82,253	82,253	82,253
PC/NETWORK SUPPORT II	236,764	236,766	241,501	241,501	241,501	241,501

Total FTE Salaries & Wages	\$507,729	\$499,697	\$512,157	\$512,157	\$512,157	\$512,157

TECHNOLOGY REPLACEMENT #6050

Final FYE 2023 Budget Results: During budget deliberations there were no changes made to this function.

The overall decrease in this budget is \$4,098 or 5.9%.

Background

The Technology replacement fund is an annually funded program for the scheduled replacement of computer technology to ensure that all Town employees have up to date computer equipment on which to perform their day-to-day work. Every piece of computer equipment has a scheduled replacement date, for example, PCs are replaced every 5 years, laptops are replaced every 6 years, network printers are replaced every 10 years, plotters are replaced every 8 years and validators every 5 years.

Summary

The proposed budget is for the scheduled replacement of 52 desktop computers, 1 check validator (Tax office), GIS GPS system and replacement of up to 50 monitors has needed, when the current monitors fail.

Cost Center 0 – Computer Replacement

This is for the scheduled replacement of desktop PC's, laptops, and monitors. The equipment that is replaced and in good working order are repurposed as needed.

Cost Center 1 – Printer Replacement

This is for the scheduled replacement of six (6) network printers for this fiscal year. The equipment that is replaced and in good working order are repurposed as needed.

Cost Center 2 – Software Maintenance

This consists of Software Maintenance renewals for outside agencies. The outside agencies are billed for these items.

Cost Center 4 – Maintenance

Provides funding for repairs to PCs, PC Peripheral equipment, laptops and printers that are not covered under a manufacturer warranty.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: SPEC REV FUNDS-OTHER
DEPARTMENT: INFORMATION TECHNOLOGY
FUNCTION: TECHNOLOGY REPLACEMENT 6050

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	79,129	69,340	66,604	65,242	65,242	65,242	65,242
Total Appropriation	\$79,129	\$69,340	\$66,604	\$65,242	\$65,242	\$65,242	\$65,242

COST CENTERS							

60500 COMPUTER REPLACEMENT	68,158	54,100	53,102	48,202	48,202	48,202	48,202
60501 PRINTER REPLACEMENT	8,060	4,800	3,562	7,200	7,200	7,200	7,200
60502 SOFTWARE MAINTENANCE	1,020	1,440	1,440	840	840	840	840
60504 MAINTENANCE	1,891	9,000	8,500	9,000	9,000	9,000	9,000
Total Cost Centers	\$79,129	\$69,340	\$66,604	\$65,242	\$65,242	\$65,242	\$65,242

FINANCING PLAN							

INTEREST INCOME	545	600	250	300	300	300	300
OTHER AGENCIES	1,125	1,125	1,125	1,125	1,125	1,125	1,125
OUTSIDE AGENCIES - MDT	1,168	1,440	1,440	840	840	840	840
PAYMENTS FROM OTHER FUNDS	66,355	66,855	66,855	0	0	0	0
FUND BALANCE APPLIED	9,936	0	0	62,977	62,977	62,977	62,977
Total Financing Plan	\$79,129	\$70,020	\$69,670	\$65,242	\$65,242	\$65,242	\$65,242

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: SPEC REV FUNDS-OTHER
DEPARTMENT: INFORMATION TECHNOLOGY
FUNCTION: TECHNOLOGY REPLACEMENT 6050

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5220 UTILITIES/FUEL/MILEA	600	600	600	0	0	0	0
5260 REPAIRS & MAINT-FAC/	1,891	9,000	8,500	9,000	9,000	9,000	9,000
5290 PROFESS/TECHNICAL SE	420	840	840	840	840	840	840
5410 COMPUTER EQUIPMENT	76,218	58,900	56,664	55,402	55,402	55,402	55,402

Total Operating Expenses	\$79,129	\$69,340	\$66,604	\$65,242	\$65,242	\$65,242	\$65,242
GRAND TOTAL	\$79,129	\$69,340	\$66,604	\$65,242	\$65,242	\$65,242	\$65,242

**TOWN OF GROTON, CT
FYE 2023 Adopted Budget**

TECHNOLOGY REPLACEMENT FUND REVENUES: #6050

Interest Income - represents income earned on the short-term investment of funds not required for immediate expenses.

Other Agencies - represents the amount received from the Poquonnock Bridge Fire District which participates in this fund.

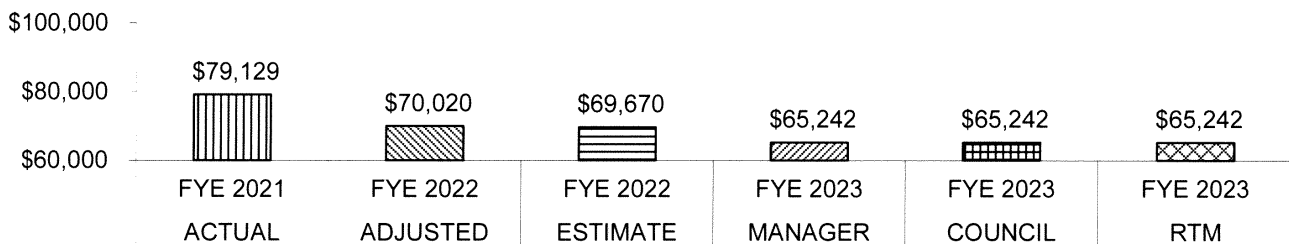
Other Agencies - MDT: represents the amount received from outside agencies for purchases of mobile data terminals.

Payments From Other Funds - represents the amount that Other Funds will contribute to the operation of this fund.

Fund Balance Applied - represents the amount of unassigned fund balance in the Technology Replacement Fund to be used to fund the budget for the fiscal year.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023
4412 Interest Income	\$ 545	\$ 600	\$ 250	\$ 300	\$ 300	\$ 300
4625 Other Agencies	\$ 1,125	\$ 1,125	\$ 1,125	\$ 1,125	\$ 1,125	\$ 1,125
4625A Outside Agencies - MDT	\$ 1,168	\$ 1,440	\$ 1,440	\$ 840	\$ 840	\$ 840
4766 Payments from Other Funds	\$ 66,355	\$ 66,855	\$ 66,855	\$ -	\$ -	\$ -
4999 Fund Balance Applied	\$ 9,936	\$ -	\$ -	\$ 62,977	\$ 62,977	\$ 62,977
Total	\$ 79,129	\$ 70,020	\$ 69,670	\$ 65,242	\$ 65,242	\$ 65,242

Technology Replacement Fund Revenues



HUMAN RESOURCES #1012

Final FYE 2023 Budget Results: During budget deliberations there were no changes made to this function.

The overall decrease in this budget is \$9,473 or 2.5%. Personnel Services are down \$15,823 and operating expenses are up \$6,350.

Background

The Human Resources (HR) Department has responsibility for creating, enabling and administering strategy in relation to the Town's employee population. Human Resources partners with other stakeholders to ensure that all levels of the Town's employees have the tools and support needed to be successful contributors, and leaders, in each department.

The FYE 23 adopted budget is \$362,489, which is a decrease from the FYE 22 adjusted budget of \$9,473, or 2.5%. This was due to a change in staffing and a short vacancy of one position.

The Town's authorized full-time positions in FYE 22 were 256. The adopted budget increased authorized full-time positions to 258 for FYE 23.

Summary

The adopted FYE 23 personnel services budget has an overall decrease from FYE 22 of \$15,823, or 5%, based upon a vacancy and refill of a position in the department. The adopted FYE 23 operating services budget contains an increase of \$6,350, or 11.8%, over FYE 22. This is due to a request for professional development and training for the HR department, as well as in support of the Diversity Equity and Inclusion (DEI) collaborative. The DEI collaborative continues to evolve and is seeking greater employee and community collaboration and impact.

Below are some of the elements that the HR department will continue to support in FYE 23, strengthening the Town's employee value proposition. Additionally, HR will negotiate four collective bargaining agreements effective FYE 23.

- | | |
|---|---|
| ➤ Employee Engagement and Wellness | ➤ Benefit and Retirement Administration |
| ➤ Talent Acquisition and Management | ➤ FML/ADA |
| ➤ Training and Development | ➤ COVID-19 Strategy |
| ➤ Employee/Labor Relations | ➤ Oversight of Consultation Services |
| ➤ Total Rewards | ➤ Conflict Resolution |
| ➤ Customer Service (both internal and external) | ➤ Investigations |
| ➤ Diversity, Equality and Inclusion | ➤ Compliance and Records Management |
| ➤ Risk Management and Safety | |

Cost Center 0 - Leadership/General Support

Responsible for the strategic administration of human resources functions, including talent acquisition, employee and labor relations, total rewards, risk management, training and development, and employee communications and records management. Manages the administration and direction of the Department, providing for efficient operations. Ensures adherence to and proper administration of various State and/or Federal Statutes and/or regulations.

Cost Center 1 – Recruiting & Selection

Responsible for the comprehensive management of the Town's talent acquisition process. Understands and highlights the Town's strengths, sourcing a pool of diverse, qualified candidates, managing the interview and assessment process, providing appropriate orientation and onboarding, and remaining proactive in workforce planning. Continually review and perform process improvement of the talent acquisition process. Partners with and advises leaders in staffing structure, as well as job descriptions.

Cost Center 2 – Employee/Labor Relations

Manages employee life cycle with the Town, including partnering with departments for appropriate training and development opportunities, employee engagement, and retention and recognition. Responsible for employee communications and fostering an ongoing positive and constructive employee-employer relationship.

Manages and administers the Town's current collective bargaining agreements, providing interpretation, advice and strategy to leadership where appropriate. Negotiates collective bargaining agreements, in partnership with the Town Attorney. Executes associated labor relations work, including support for grievances and arbitrations. Responsible for accurate administration of personnel regulations and policies. Provides ongoing consultation in performance and change management.

Collective Bargaining Agreements:

Police: July 1, 2020 – June 30, 2023

Pending negotiation:

GrEATS: July 1, 2019 – June 30, 2022

Telecommunicators: July 1, 2019 – June 30, 2022

USWA: July 1, 2020 – June 30, 2022

AFSCME: July 1, 2019 – June 30, 2022

General Wage/Salary Increases	<u>FYE 18</u>	<u>FYE 19</u>	<u>FYE 20</u>	<u>FYE21</u>	<u>FYE22</u>	<u>FYE23</u>	<u>Step Increases</u>
GMEA/CILU (Clerical/Professional)	2.00%	2.00%	2.00%	2.00%	2.00%	TBD%	2.00%
Police	3.00%	2.50%	2.50%	2.00%	2.00%	2.00%	4.00%
Telecommunicators	3.00%	2.00%	2.00%	2.00%	2.00%	TBD%	2.00%
USWA (Steelworkers)	2.00%	2.50%	2.00%	2.00%	2.00%	TBD%	4.00%
AFSCME (Supervisory)	2.00%	2.00%	2.00%	2.00%	2.00%	TBD%	2.00%
Non-union	2.50%	2.00%	2.00%	2.00%	2.00%	TBD%	n/a

Cost Center 3 – Benefits

Responsible for the management and administration of the Town's benefit programs, including health plans for active and retired employees. Provides a continuous analysis of benefits with our consultants and actuaries to maintain current and cost-effective plans. Engages with these stakeholders, in bidding and negotiations, for the Town's carriers. Maintains plan compliance as appropriate. Administers a wellness program, creating content, to promote employee engagement and health. Counsels employees in the selection of benefits, both during and after employment, and manages off-boarding.

Cost Center 4 – Risk Management

Manages the Town's response to maintaining a safe workplace, including fostering a culture of safety. Drives and supports the Town-wide safety committee, promoting participation, accountability, and ownership. Partners with departments in reporting and investigations relative to accidents, helping them to meet safety goals and objectives.

Encourages and supports all Town employees in the proper performance of duties, tasks and adherence to policy and procedure, in an effort to reduce potential risk bearing outcomes. Provides necessary safety training, technical assistance and organizational analysis with recommendations which foster a safe environment for both employees and those who visit our facilities.

Closed claims	FYE 22 (Through 12/31/21)
General Liability	3
Property	0
Automobile	2
Umbrella	0
Employ. Practices – Town	0
Public Officials	0
Law enforcement	0

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL SERVICES
DEPARTMENT: HUMAN RESOURCES
FUNCTION: HUMAN RESOURCES 1012

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Personnel Services	315,466	318,289	346,573	302,466	302,466	302,466	302,466
Operating Expenses	61,517	53,673	55,359	60,023	60,023	60,023	60,023

Total Appropriation	\$376,983	\$371,962	\$401,932	\$362,489	\$362,489	\$362,489	\$362,489

COST CENTERS							

10120 LEADERSHIP/GEN SUPPT	367,963	358,882	387,642	348,624	348,624	348,624	348,624
10121 RECRUITING & SELECTI	2,021	6,000	6,400	6,000	6,000	6,000	6,000
10122 EMPLOYEE/LABOR RELAT	3,175	0	0	0	0	0	0
10123 BENEFITS	3,599	7,080	7,080	7,080	7,080	7,080	7,080
10124 RISK MANAGEMENT	225	0	810	785	785	785	785

Total Cost Centers	\$376,983	\$371,962	\$401,932	\$362,489	\$362,489	\$362,489	\$362,489

FINANCING PLAN							

FEMA REIMBURSEMENT	30	0	0	0	0	0	0
MISC-UNCLASSIFIED	15	0	0	0	0	0	0
GENERAL FUND	376,938	371,962	401,932	362,489	362,489	362,489	362,489

Total Financing Plan	\$376,983	\$371,962	\$401,932	\$362,489	\$362,489	\$362,489	\$362,489

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL SERVICES
DEPARTMENT: HUMAN RESOURCES
FUNCTION: HUMAN RESOURCES 1012

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5101 REGULAR FULL TIME	292,132	295,670	268,574	280,972	280,972	280,972	280,972
5109 SALARY ADJUSTMENTS	0	0	53,369	0	0	0	0
5112 SICK INCENTIVE	1,381	0	0	0	0	0	0
5151 SOCIAL SECURITY	21,953	22,619	24,630	21,494	21,494	21,494	21,494
	-----	-----	-----	-----	-----	-----	-----
Total Personnel Services	\$315,466	\$318,289	\$346,573	\$302,466	\$302,466	\$302,466	\$302,466
OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	1,593	4,500	4,800	4,700	4,700	4,700	4,700
5210 PROFESS DEVELOP/TRAI	42,146	25,750	26,135	34,500	34,500	34,500	34,500
5220 UTILITIES/FUEL/MILEA	501	600	600	600	600	600	600
5260 REPAIRS & MAINT-FAC/	935	1,023	1,023	1,023	1,023	1,023	1,023
5281 OCCUPATIONAL HEALTH	225	0	425	400	400	400	400
5290 PROFESS/TECHNICAL SE	15,190	17,500	17,900	17,500	17,500	17,500	17,500
5300 MATERIALS & SUPPLIES	927	1,300	1,300	1,300	1,300	1,300	1,300
5400 EQUIP/MACHINRY& FURN	0	3,000	3,176	0	0	0	0
	-----	-----	-----	-----	-----	-----	-----
Total Operating Expenses	\$61,517	\$53,673	\$55,359	\$60,023	\$60,023	\$60,023	\$60,023
GRAND TOTAL	\$376,983	\$371,962	\$401,932	\$362,489	\$362,489	\$362,489	\$362,489

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL SERVICES
DEPARTMENT: HUMAN RESOURCES
FUNCTION: HUMAN RESOURCES 1012

	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

FULL TIME EMPLOYEE (FTE) ANALYSIS						

ASST TOWN MGR/DIRECTOR HR	0.90	0.90	0.00	0.00	0.00	0.00
DIRECTOR HR/RISK MGT	0.00	1.00	1.00	1.00	1.00	1.00
SUPERVISOR, ADMIN HR	1.00	1.00	0.00	0.00	0.00	0.00
EMPLOYEE BENEFITS COORD	1.00	1.00	1.00	1.00	1.00	1.00
HR COORDINATOR	0.00	1.00	1.00	1.00	1.00	1.00
HUMAN RESOURCES ASST	1.00	1.00	1.00	1.00	1.00	1.00

Total FTE Personnel	3.90	5.90	4.00	4.00	4.00	4.00

FTE SALARIES & WAGES						

ASST TOWN MGR/DIRECTOR HR	107,527	21,011	0	0	0	0
DIRECTOR HR/RISK MGT	0	55,729	112,945	112,945	112,945	112,945
SUPERVISOR, ADMIN HR	74,714	56,680	0	0	0	0
EMPLOYEE BENEFITS COORD	60,909	60,909	62,432	62,432	62,432	62,432
HR COORDINATOR	0	32,667	59,450	59,450	59,450	59,450
HUMAN RESOURCES ASST	52,519	41,578	46,146	46,146	46,146	46,146

Total FTE Salaries & Wages	\$295,670	\$268,574	\$280,972	\$280,972	\$280,972	\$280,972

INSURANCE & CLAIMS #1070

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

The overall increase in this budget is \$93,797 or 12.2%. Personnel Services are flat with no change and operating expenses are up \$93,797.

Background

Department 1070 is managed by the Human Resources Department and encompasses all insurance coverages, claims management, and unemployment payments for the Town.

The FYE 23 adopted budget is \$859,861, which is an increase from the FYE 22 adjusted budget of \$93,797, or 12.2%. This is based on projected cost changes upon premium renewals.

Summary

The FYE 23 insurance liability projected increases, over FYE 22, range from 10 – 15% across various coverage areas, as well as a projected 17% increase in Property/Boiler. The Town continues to monitor the possibility that Cyber-crimes coverage may become a separate coverage policy in the future.

Cost Center 0 – General Liability

Reflects premiums for third party damages and damage to Town owned property. Limits for flood and earthquake coverage are also included. The basic property damage deductible is \$25,000. An umbrella liability policy is also used to ride above the limits of the primary general liability policy, to provide even broader coverage subject to a major self-insured retention of \$10,000, which is applicable only to exposure not covered on the primary layer. In addition, it reflects the premiums paid for the Police Version of Public Officials coverage. The deductible for this coverage is \$25,000. This will include wrongful entry, wrongful arrest, etc. This cost center also includes boiler coverage for the buildings and pump stations, the crime policy for money and securities, and fiduciary coverage.

10700 Policy	Budgeted 2021 - 2022	Projected 2022 - 2023
Property/Boiler	\$209,968	\$362,941
Inland Marine	\$23,632	\$18,742
Hull/Boat	\$11,581	\$11,581
General Liability	\$130,718	\$101,070
Law Enforcement	\$64,353	\$65,661
Umbrella	\$74,074	\$65,736
Fiduciary Liability	\$6,479	\$6,997
Crime	\$3,848	\$3,956
Storage Tank	\$1,805	\$1,984
GPL Drone	\$813	\$755
Totals:	\$527,271	\$639,423

Cost Center 1 – Motor Vehicle Liability & Physical Damage

Reflects the premium paid on the Town's vehicles. The Town has a \$1,000 deductible on its collision and comprehensive liability coverage on all vehicles with full glass included.

10701 Policy	Budgeted 2021 - 2022	Projected 2022 - 2023
Auto	\$106,204	\$101,663
Totals:	\$106,204	\$101,663

Cost Center 2 – Public Official Liability

Reflects the premiums paid to protect Town officials in their decision-making capacity from errors and omissions exposures. Emergency Dispatch "911" coverage for errors and omissions is also included here. This coverage generally serves as additional legal defense coverage. It also includes bonding for the Tax Collector and Treasurer/Accounting Manager. The deductible for Public Official Liability coverage is \$25,000. The deductible for Employment Practice Liability is \$15,000.

10702 Policy	Budgeted 2021 - 2022	Projected 2022 - 2023
Public Officials Liability	\$19,442	\$15,741
Public Officials EPLI	\$57,017	\$45,821
Bond - Tax Collector	\$400	\$440
Bond- Treasurer	\$1,000	\$800
Totals:	\$77,859	\$62,882

Cost Center 3 – Shellfish Commission

The Town's insurance costs for the Shellfish Commission boats and equipment are budgeted here.

10703 Policy	Budgeted 2021 - 2022	Projected 2022 - 2023
Hull/Boat	\$4,730	\$5,891
Totals:	\$4,730	\$5,891

Cost Center 5 – Administration and Claim Payments

Includes payments made for professional services associated with liability insurances and to claimants that are within the deductible amount.

Cost Center 6 – Unemployment

Includes estimates for unemployment compensation payments for the fiscal year. The Town is self-insured in regards to this claims area.

Unemployment charges			
	FY21	FY22	FY23
Budget	18,000	25,000	25,000

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: NON-DEPARTMENTALS
DEPARTMENT: NON-DEPARTMENTALS
FUNCTION: INSURANCE & CLAIMS 1070

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Personnel Services	13,365	25,000	25,000	25,000	25,000	25,000	25,000
Operating Expenses	656,633	741,064	671,704	834,861	834,861	834,861	834,861

Total Appropriation	\$669,998	\$766,064	\$696,704	\$859,861	\$859,861	\$859,861	\$859,861

COST CENTERS							

10700 GENERAL LIABILITY	478,310	527,271	492,511	639,423	639,423	639,423	639,423
10701 MV LIA & PHY DAMAGE	99,256	106,204	92,421	101,664	101,664	101,664	101,664
10702 PUBLIC OFFICIAL LIAB	72,657	77,859	57,165	62,882	62,882	62,882	62,882
10703 SHELLFISH COMMISSION	4,421	4,730	4,607	5,892	5,892	5,892	5,892
10705 ADMIN & CLAIM PAYMEN	1,989	25,000	25,000	25,000	25,000	25,000	25,000
10706 UNEMPLOYMENT	13,365	25,000	25,000	25,000	25,000	25,000	25,000

Total Cost Centers	\$669,998	\$766,064	\$696,704	\$859,861	\$859,861	\$859,861	\$859,861

FINANCING PLAN							

GENERAL FUND	669,998	766,064	696,704	859,861	859,861	859,861	859,861

Total Financing Plan	\$669,998	\$766,064	\$696,704	\$859,861	\$859,861	\$859,861	\$859,861

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: NON-DEPARTMENTALS
DEPARTMENT: NON-DEPARTMENTALS
FUNCTION: INSURANCE & CLAIMS 1070

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5154 UNEMPLOYMENT COMPENS	13,365	25,000	25,000	25,000	25,000	25,000	25,000
	-----	-----	-----	-----	-----	-----	-----
Total Personnel Services	\$13,365	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
OPERATING EXPENSES							

5280 INSURANCE/RISK MGMT	654,644	716,064	646,704	809,861	809,861	809,861	809,861
5289 INSURANCE CLAIM PAYM	1,989	25,000	25,000	25,000	25,000	25,000	25,000
	-----	-----	-----	-----	-----	-----	-----
Total Operating Expenses	\$656,633	\$741,064	\$671,704	\$834,861	\$834,861	\$834,861	\$834,861
GRAND TOTAL	\$669,998	\$766,064	\$696,704	\$859,861	\$859,861	\$859,861	\$859,861

SELF-FUNDED PLANS #1071

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

The overall increase in this budget is \$455,451 or 4.2%.

Cost Center 0 – Employee Benefits

Retirement 5152

An actuarial evaluation is completed annually to measure actuarial gains and losses from the previous year in order to determine recommended employer contributions to the retirement fund. The Retirement Fund's Market Value was \$153.5 million as of June 30, 2021, up from \$126 million in 2020, a 21.8% increase. Actuarial liabilities continue to grow as active members earn additional benefits. Liabilities now exceed assets by \$30.7 million up from \$30.2 million in 2020. This resulting actuarial value Funded Ratio of 81.6% is up from 80.8% in 2020.

The market value of investment return for 2021 was 25.5% and the actuarial value was 11.0%, above the assumed 7.00% return which produced a market value gain. The difference is attributable to the smoothing of investment gains/losses over a five-year period. Smoothing serves to moderate potential large swings in actuarial gains/losses and required contributions if investment gains and losses were recognized on an annual basis.

The differences between the average annual Market Value rate of return and the average annual Actuarial Value rate of return (smoothed) can be seen in the following chart:

FYE	2016	2017	2018	2019	2020	2021
Market Value Return	-0.1%	10.3%	7.5%	7.2%	5.6%	25.5%
Actuarial Value Return	6.8%	6.7%	6.9%	5.4%	6.0%	11%
Actuarial Assumption	7.5%	7.5%	7.25%	7.25%	7.25%	7.00%

Health Insurance 5153 (\$6,743,762)

Each year, the Town works collaboratively with our health insurance consultant MDG. This effort ensures that the renewals received from Anthem are accurately projecting expected claims while providing an analysis of future trends. The budgeted figure is based upon Anthem's methodology of tabulations for FYE 23, built off of claims through September 2021.

The total combined health insurance costs are representative of the following funds: General Fund, Golf Course Fund, and Sewer Operating Fund, totaling \$8,392,148. Expenses are inclusive of the following: cost for retirees and active employees for the self-funded plan, premium cost for retirees in the over 65 premium based plan and the Town's contributions to the employees' Health Savings Account (HSA). For FYE 23, we are projecting a net cost increase from \$7,053,375 to \$7,497,950, inclusive of \$129,856 which is a calculated 10-year amortization for fund balance deficit and corridor. The General Fund contribution for active and retired employees will see an increase from \$6,323,240 in FYE 22 to \$6,743,762 in FYE 23.

Explanation regarding Health Care Costs

- Anthem's self-funded plan renewal projections are based on claims and enrollment data through September 2021.
- Anthem's underwriting formula calls for a 7.2% annual trend inflation on medical costs and 11.4% on RX costs.
- The Town has experienced a number of large claims, which have driven the increase in costs. Additionally, unique to this year, the policy is facing a maxout on two claims that will result in additional out of pocket costs above the renewal amount.
- The current year's Town claims are running well at 76.2% through September 2021.

- The Town has less employees enrolled in the self-funded plan than last year, at 273 this year compared to 281 last year. As a result, while overall Town self-funded plan costs are increasing by 7.9%, the total plan cost is divided among a smaller number of enrolled employees. The projection per employee per month cost is an increase of 11.08%.
- The town continues to offer retirees enrolled in the self-funded plan the opportunity to join fully insured plan alternatives to eliminate risk of high-cost catastrophic claims. The fully insured plan costs are increasing 2.19% per enrolled retiree.

Worker's Compensation General Fund Contribution 5155 (\$334,506)

Having completed an actuarial evaluation of the Worker's Compensation Fund, the contribution is a recommendation based on a risk factor. Historically, the Town and the Board of Education have used a recommended contribution based on a 55% risk factor, meaning that there is a 55% chance that the claims will be equal to or less than the estimated. Contributions also cover the cost of the Third Party Administrator (TPA) hired to manage claims, legal services and excess claims insurance.

The recommended annual contribution for FYE 23, based on the July 1, 2021 actuarial evaluation, is \$382,070, decreased from \$423,961 for FYE 22. As of that date, the Town's portion of the Worker's Compensation Fund Balance stands at \$682,489, up from \$491,961 the previous year. For several years, the recommended contribution has been reduced by amortizing excess fund balance over a five-year period. In FY 22, this was reduced to a three-year period. Excess fund balance is determined by subtracting the Incurred but Not Reported Claims (IBNR) from the fund balance. For FYE 2022, this results in a fund balance overfunding of \$30,466, with a three-year amortization of \$10,155. Coupled with the recommended contribution, this results in a total contribution of \$371,915 of which \$334,506 is to the General Fund.

Life Insurance 5158 (\$19,970)

This amount covers the premium cost for providing life insurance benefits to general fund employees. The current cost per \$1,000 of life coverage is \$0.085 and of AD&D coverage is \$0.013. The policy premium will be renegotiated, effective July 1, 2022. Our carrier continues to provide the Employee Assistance Program (EAP) at no cost.

Cost Center 2 – Heart & Hypertension

For Police officers hired prior to July 1, 1996, it is presumed that injuries, illness or death due to heart disease or hypertension are job related and therefore are compensable injuries or illnesses. Claims are administered through the Worker's Compensation System. There was a 34.11% cost decrease, from FY 22 of \$50,227 to FY 23 of \$33,094.

Cost Center 3 – Other Post-Employment Benefits (OPEB)

Statement #45 of June 2004 entitled "Accounting and Financial Reporting by Employers for Post-Employment Benefits Other than Pensions", the Governmental Accounting Standards Board (GASB) has required the following: Retiree medical plans are required to disclose information about asset and liability levels and disclose historical contribution information. Actuarial valuations are required to determine liability levels and illustrate the historical contribution information.

As post-employment benefits are deemed as part of the compensation paid to employees in return for services, their cost should be recognized as a future liability rather than after retirement. This follows the same methodology as applied to the pension benefits.

There is an allowance of up to a 30-year amortization period for liability which requires an actuarial valuation be performed at least every two years in order to update the Town's OPEB liability amount and Actuarially Determined Contribution (ADC).

The Accrued Liability based on July 1, 2020 was \$62,599,452 as compared to July 1, 2021 which decreased to \$58,802,352, for a total decrease of \$3,797,100. The Actuarial Value of Assets of July 1, 2020, \$23,177,843, and July 1, 2021, \$27,195,841, resulted in a decrease in Unfunded Liabilities from \$39,421,609 to \$31,606,511, for a total decrease of \$7,815,098 in Unfunded Accrued Liabilities.

The Town has determined that it would fund a total of \$500,000, of which \$449,707 is to the General Fund.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: NON-DEPARTMENTALS
DEPARTMENT: NON-DEPARTMENTALS
FUNCTION: SELF FUNDED PLANS 1071

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Personnel Services	10,330,116	10,810,103	10,810,103	11,265,554	11,265,554	11,265,554	11,265,554
Total Appropriation	\$10,330,116	\$10,810,103	\$10,810,103	\$11,265,554	\$11,265,554	\$11,265,554	\$11,265,554

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

COST CENTERS							

10710 EMPLOYEE BENEFITS	8,437,267	8,512,667	8,512,667	8,729,599	8,729,599	8,729,599	8,729,599
10711 RETIREE HEALTH BENEF	1,351,637	1,798,479	1,798,479	2,053,154	2,053,154	2,053,154	2,053,154
10712 HEART & HYPERTENSION	93,089	50,227	50,227	33,094	33,094	33,094	33,094
10713 OPEB LIABILITY	448,123	448,730	448,730	449,707	449,707	449,707	449,707
Total Cost Centers	\$10,330,116	\$10,810,103	\$10,810,103	\$11,265,554	\$11,265,554	\$11,265,554	\$11,265,554

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

FINANCING PLAN							

GENERAL FUND	10,330,116	10,810,103	10,810,103	11,265,554	11,265,554	11,265,554	11,265,554
Total Financing Plan	\$10,330,116	\$10,810,103	\$10,810,103	\$11,265,554	\$11,265,554	\$11,265,554	\$11,265,554

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: NON-DEPARTMENTALS
DEPARTMENT: NON-DEPARTMENTALS
FUNCTION: SELF FUNDED PLANS 1071

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5152 RETIREMENT	3,112,882	3,494,500	3,494,500	3,684,515	3,684,515	3,684,515	3,684,515
5153 HEALTH INSURANCE	4,781,823	4,524,761	4,524,761	4,690,608	4,690,608	4,690,608	4,690,608
5155 WORKER'S COMP	526,285	476,292	476,292	334,506	334,506	334,506	334,506
5158 LIFE INSURANCE	16,277	17,114	17,114	19,970	19,970	19,970	19,970
5159 HEART & HYPERTENSION	93,089	50,227	50,227	33,094	33,094	33,094	33,094
5160 HEALTH-RETIREE-CURRE	1,351,637	1,798,479	1,798,479	2,053,154	2,053,154	2,053,154	2,053,154
5170 OTHER POSTEMPLOY BEN	448,123	448,730	448,730	449,707	449,707	449,707	449,707

Total Personnel Services	\$10,330,116	\$10,810,103	\$10,810,103	\$11,265,554	\$11,265,554	\$11,265,554	\$11,265,554
GRAND TOTAL	\$10,330,116	\$10,810,103	\$10,810,103	\$11,265,554	\$11,265,554	\$11,265,554	\$11,265,554

Benefit Allocation by Function and Employee Affiliation

FUNCTION NUMBER & DESCRIPTION	# of FTEs	Non-Union		AFSCME	GEATS	Telecommunication	Steelworkers	Police Union	Pol Non-Union	Employee Benefits						TOTAL BENEFITS	
		Town Plan	ICMA							Retirement #5152	ICMA #5152	Health #5153 & #5160	Life #5158	Work. Comp #5155	OPEB #5170		Heart & Hyper. #5159
GENERAL FUND :																	
1005-TOWN CLERK	5.00	1.00			4.00					\$50,100		\$146,444	\$434	\$7,264	\$9,766		\$214,008
1010-EXECUTIVE MANAGEMENT	2.00	2.00								\$46,124		\$58,578	\$173	\$2,906	\$3,906		\$111,687
1011-INFORMATION TECHNOLOGY	6.00	2.00			4.00					\$73,162		\$175,733	\$520	\$8,717	\$11,719		\$269,851
1012-HUMAN RESOURCES	4.00	4.00								\$92,249		\$117,155	\$347	\$5,811	\$7,813		\$223,375
1013-FINANCE	19.00	4.00	1.00	2.00	12.00					\$210,162	\$3,515	\$556,488	\$1,648	\$27,603	\$37,109		\$836,526
1024-PUBLIC SAFETY	90.00	3.00			2.00	13.00		68.00	4.00	\$2,082,105		\$2,635,998	\$7,806	\$130,751	\$175,781	\$33,094	\$5,065,536
1035-PUBLIC WORKS	43.00	3.75		3.00	9.25		27.00			\$483,949		\$1,259,421	\$3,730	\$62,470	\$83,984		\$1,893,555
1046-PLANNING & DEVELOPMENT	16.00	6.00	1.00		9.00					\$199,208	\$3,404	\$468,622	\$1,388	\$23,245	\$31,250		\$727,116
1051-HUMAN SERVICES	8.00	1.00			7.00					\$70,378		\$234,311	\$694	\$11,622	\$15,625		\$332,630
1063-LIBRARY	17.00	2.00			15.00					\$147,516		\$497,911	\$1,474	\$24,697	\$33,203		\$704,802
1064-PARKS & RECREATION	19.25	3.00	1.25		9.00		6.00			\$192,186	\$7,393	\$563,811	\$1,670	\$27,966	\$37,598		\$830,623
GENERAL FUND: SUB-TOTAL: FYE 2023	229.25	31.75	3.25	5.00	71.25	13.00	33.00	68.00	4.00	\$3,647,141	\$14,312	\$6,714,473	\$19,884	\$333,053	\$447,754	\$33,094	\$11,209,711
OTHER FUNDS:																	
2010-GOLF COURSE FUND	6.75	1.00	0.75				5.00			\$74,866	\$2,855	\$197,700	\$585	\$9,806	\$13,184		\$298,996
2020-SEWER FUND	19.00	3.25			2.75		13.00			\$228,231		\$556,488	\$1,648	\$27,603	\$37,109		\$851,079
2110-ARPA	1.00	1.00								\$23,062		\$29,289	\$87	\$1,453	\$1,953		\$55,844
OTHER FUNDS: SUB-TOTAL: FYE 2023	26.75	5.25	0.75	0.00	2.75	0.00	18.00	0.00	0.00	\$326,159	\$2,855	\$783,477	\$2,320	\$38,862	\$52,246		\$1,205,919
TOTALS - ALL FUNDS-----FYE 2023	256.00	37.00	4.00	5.00	74.00	13.00	51.00	68.00	4.00	\$3,973,300	\$17,167	\$7,497,950	\$22,204	\$371,915	\$500,000	\$33,094	\$12,415,630
FYE 2022 Adopted Budget: General & Other										\$3,785,000	\$18,619	\$7,053,375	\$19,070	\$530,711	\$500,000	\$50,227	\$11,957,802
\$ Change from FYE 2022 to FYE 2023										\$188,300	(\$1,452)	\$444,575	\$3,134	(\$158,797)	\$0	(\$17,133)	\$457,828
% Change from FYE 2022 to FYE 2023										5.0%	-7.8%	6.3%	16.4%	-29.9%	0.0%	-34.1%	3.8%

FINANCE #1013

Final FYE 2023 Budget Results: During budget deliberations there were no changes made to this function.

The overall decrease in this budget is \$18,960 or 1.1%. Personnel Services are down \$20,946 and operating expenses are up \$1,986.

Background

The Finance Department is responsible for the functions of financial administration and control. In addition to Leadership the Department consists of four divisions: Accounting & Treasury, Assessment, Revenue Collection, and Purchasing. Staff are required to assist in the preparation and execution of the budget; to set up and operate an adequate system of accounts and controls and a pre-audit of expenditures; to purchase supplies, materials and equipment; to assess property for taxes and special assessments; to bill and collect taxes, sewer benefit assessment, landfill and sewer use charges, and have custody of moneys, funds and investments of the Town; and to monitor the Town's financial position through an accurate accounting program and debt management and property appraisal.

Summary

The increase to the proposed budget is primarily due to professional development and furniture/equipment upgrades.

Cost Center 0 – Leadership/General Support

Responsible for preparing an Annual Comprehensive Financial Report and a Budget that provides detailed information on the transactions and events affecting the Town's funds. Assures that Town funds are used for appropriate purposes and within approved budgetary functions/accounts.

Cost Center 1 – Accounting/Treasury Management

Administers grants, accounts receivable, accounts payable, payroll and pension responsibilities of the Town. Reconciles cash and invests funds in a financially prudent manner and completes financial statements.

Cost Center 3 – Assessment

Compiles the property grand list to ensure the fair and equitable distribution of the property tax burden. Discovers, lists and values real estate and personal property (includes motor vehicles). Coordinates revaluations of all real property every five years. Administers exemption and abatement programs and works with Board of Assessment Appeals. The Aircraft Registration Official coordinates with Groton – New London Airport manager to contact and collect registration fees annually.

Cost Center 5 – Revenue Collection

Maintain, bill and collect taxes for the Town, Groton Sewer District, and the nine (9) taxing districts and/or political subdivisions within the Town. Maintain, bill, and collect residential and commercial sewer use charges, and landfill charges. Rebill all active delinquent accounts twice a fiscal year. Send lien notices to all delinquent real estate accounts, personal property and sewer use accounts once a year.

Cost Center 7 – Purchasing

Secure goods and services for all departments of the Town in accordance with Town Charter requirements and the Town's Purchasing Manual. Process purchase requisitions and all solicitations (bids, Requests for Proposals, & Requests for Qualifications). Maintain, control and generate all required reports for a capital asset system. Operate the mail room at maximum efficiency. Negotiate, execute and monitor lease agreements for equipment as well as for leased property and buildings. Coordinate the sale of the Town's surplus/obsolete property throughout the year utilizing an on-line surplus property website.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL SERVICES
DEPARTMENT: FINANCE
FUNCTION: FINANCE 1013

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Personnel Services	1,410,010	1,537,073	1,437,402	1,516,127	1,516,127	1,516,127	1,516,127
Operating Expenses	145,457	144,099	140,171	146,085	146,085	146,085	146,085

Total Appropriation	\$1,555,467	\$1,681,172	\$1,577,573	\$1,662,212	\$1,662,212	\$1,662,212	\$1,662,212

COST CENTERS							

10130 LEADERSHIP/GEN SUPPT	323,728	390,294	335,615	346,597	346,597	346,597	346,597
10131 ACCOUNTING/TREASURY	366,147	401,588	385,615	410,370	410,370	410,370	410,370
10133 ASSESSMENT	381,571	405,195	374,850	405,573	405,573	405,573	405,573
10135 REVENUE COLLECTION	321,351	324,145	321,926	335,214	335,214	335,214	335,214
10137 PURCHASING	162,670	159,950	159,567	164,458	164,458	164,458	164,458

Total Cost Centers	\$1,555,467	\$1,681,172	\$1,577,573	\$1,662,212	\$1,662,212	\$1,662,212	\$1,662,212

FINANCING PLAN							

INTEREST INCOME	150,077	125,000	65,000	75,000	75,000	75,000	75,000
FEMA REIMBURSEMENT	828	0	0	0	0	0	0
TAX COLLECTION SERVICES	171,283	171,282	171,283	178,648	178,648	178,648	178,648
GIS REVENUE	181	170	100	100	100	100	100
FINANCE DEPT COPIES	162	130	400	400	400	400	400
RETURNED CHECK FEES	839	650	820	800	800	800	800
AIRCRAFT REGISTRATIONS	20,370	20,370	21,120	21,500	21,500	21,500	21,500
DELINQUENT MV FEE	13,816	15,000	15,500	15,500	15,500	15,500	15,500
SALE OF FIXED ASSETS	27,429	10,000	18,000	10,000	10,000	10,000	10,000
MISC-UNCLASSIFIED	44,071	0	1,805	0	0	0	0
GENERAL FUND	1,126,411	1,338,570	1,283,545	1,360,264	1,360,264	1,360,264	1,360,264

Total Financing Plan	\$1,555,467	\$1,681,172	\$1,577,573	\$1,662,212	\$1,662,212	\$1,662,212	\$1,662,212

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL SERVICES
DEPARTMENT: FINANCE
FUNCTION: FINANCE 1013

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5101 REGULAR FULL TIME	1,290,212	1,419,135	1,324,276	1,401,090	1,401,090	1,401,090	1,401,090
5102 PART TIME PERSONNEL	14,685	2,748	0	0	0	0	0
5104 OVERTIME PAY	1,573	3,505	8,805	4,770	4,770	4,770	4,770
5105 LONGEVITY PAY	1,095	1,160	1,160	1,225	1,225	1,225	1,225
5109 SALARY ADJUSTMENTS	5,837	0	0	0	0	0	0
5112 SICK INCENTIVE	1,563	1,200	1,200	1,300	1,300	1,300	1,300
5117 ALLOWANCES	0	100	0	0	0	0	0
5151 SOCIAL SECURITY	95,045	109,225	101,961	107,742	107,742	107,742	107,742

Total Personnel Services	\$1,410,010	\$1,537,073	\$1,437,402	\$1,516,127	\$1,516,127	\$1,516,127	\$1,516,127

OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	59,451	62,299	61,830	59,029	59,029	59,029	59,029
5210 PROFESS DEVELOP/TRAI	7,460	20,755	18,132	19,070	19,070	19,070	19,070
5220 UTILITIES/FUEL/MILEA	557	770	670	830	830	830	830
5230 PYMNTS/CONTRIBUTIONS	1	0	0	0	0	0	0
5240 BOARDS & COMMISSIONS	0	350	200	250	250	250	250
5260 REPAIRS & MAINT-FAC/	2,991	3,769	3,227	3,240	3,240	3,240	3,240
5281 OCCUPATIONAL HEALTH	125	350	350	350	350	350	350
5290 PROFESS/TECHNICAL SE	55,895	41,972	41,972	43,606	43,606	43,606	43,606
5300 MATERIALS & SUPPLIES	10,704	12,584	12,387	14,650	14,650	14,650	14,650
5400 EQUIP/MACHINRY& FURN	6,903	800	828	1,660	1,660	1,660	1,660
5410 COMPUTER EQUIPMENT	1,370	450	575	3,400	3,400	3,400	3,400

Total Operating Expenses	\$145,457	\$144,099	\$140,171	\$146,085	\$146,085	\$146,085	\$146,085

GRAND TOTAL	\$1,555,467	\$1,681,172	\$1,577,573	\$1,662,212	\$1,662,212	\$1,662,212	\$1,662,212

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: GENERAL SERVICES
DEPARTMENT: FINANCE
FUNCTION: FINANCE 1013

	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

FULL TIME EMPLOYEE (FTE) ANALYSIS						

DIRECTOR OF FINANCE	1.00	1.00	1.00	1.00	1.00	1.00
TAX COLLECTOR	1.00	1.00	1.00	1.00	1.00	1.00
TREASURER/ACCT MGR	1.00	1.00	1.00	1.00	1.00	1.00
ASSESSOR	1.00	1.00	1.00	1.00	1.00	1.00
DEPUTY FINANCE DIRECTOR	1.00	1.00	1.00	1.00	1.00	1.00
PURCHASING AGENT	1.00	1.00	1.00	1.00	1.00	1.00
ACCOUNTANT	1.00	1.00	1.00	1.00	1.00	1.00
BUDGET ANALYST & COORD.	1.00	1.00	1.00	1.00	1.00	1.00
ASSISTANT ASSESSOR	1.00	1.00	1.00	1.00	1.00	1.00
DEPUTY TAX COLLECTOR	1.00	1.00	1.00	1.00	1.00	1.00
ASSESS ANALYST ASSOCIATE	1.00	1.00	1.00	1.00	1.00	1.00
ASSESSMENT TECHNICIAN	1.00	1.00	1.00	1.00	1.00	1.00
FINANCIAL ASST I 35 HRS	3.00	3.00	3.00	3.00	3.00	3.00
FINANCIAL ASST I 40 HRS	1.00	1.00	1.00	1.00	1.00	1.00
FINANCIAL ASST II 35 HRS	1.00	1.00	0.00	0.00	0.00	0.00
FINANCIAL ASST II 40 HRS	2.00	2.00	2.00	2.00	2.00	2.00
OFFICE ASSISTANT II (35)	1.00	1.00	1.00	1.00	1.00	1.00

Total FTE Personnel	20.00	20.00	19.00	19.00	19.00	19.00

FTE SALARIES & WAGES						

DIRECTOR OF FINANCE	132,195	132,195	135,500	135,500	135,500	135,500
TAX COLLECTOR	90,947	90,947	94,174	94,174	94,174	94,174
TREASURER/ACCT MGR	83,805	85,680	87,822	87,822	87,822	87,822
ASSESSOR	108,054	108,053	110,214	110,214	110,214	110,214
DEPUTY FINANCE DIRECTOR	101,710	101,710	104,252	104,252	104,252	104,252
PURCHASING AGENT	85,725	85,725	87,868	87,868	87,868	87,868
ACCOUNTANT	73,604	73,564	76,537	76,537	76,537	76,537
BUDGET ANALYST & COORD.	68,523	68,523	70,236	70,236	70,236	70,236
ASSISTANT ASSESSOR	72,133	44,621	73,338	73,338	73,338	73,338
DEPUTY TAX COLLECTOR	62,159	60,593	63,033	63,033	63,033	63,033
ASSESS ANALYST ASSOCIATE	55,593	55,632	57,854	57,854	57,854	57,854
ASSESSMENT TECHNICIAN	57,882	57,879	59,037	59,037	59,037	59,037
FINANCIAL ASST I 35 HRS	144,424	133,046	149,253	149,253	149,253	149,253
FINANCIAL ASST I 40 HRS	54,684	54,687	56,897	56,897	56,897	56,897
FINANCIAL ASST II 35 HRS	50,370	0	0	0	0	0
FINANCIAL ASST II 40 HRS	127,249	124,888	126,778	126,778	126,778	126,778
OFFICE ASSISTANT II (35)	50,079	46,534	48,297	48,297	48,297	48,297

Total FTE Salaries & Wages	\$1,419,135	\$1,324,276	\$1,401,090	\$1,401,090	\$1,401,090	\$1,401,090

REVALUATION FUND #2120

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

The overall increase in this budget is \$765 or .3%.

Background

This fund was set up in FYE 1999 to accumulate funds on an annual basis in order to pay for the expenses incurred for the State mandated revaluations. In FYE 2005, the Town began setting aside funds annually for the purpose of accumulating funds for aerial mapping using the same methodology they did when they created this fund for future revaluation expenses. Funds are contributed annually so that major fluctuations in appropriations from the General Fund do not materialize in the one or two years prior to the actual date of revaluation, aerial mapping and other related costs.

Summary

Tyler Technologies was contracted to conduct the 2021 revaluation which was completed January 2022. The 2021 revaluation was a full measure and list project which requires that every improved parcel of real estate is physically measured and all attributes are listed, such as story height, condition, use, quality of construction. Section 12-62(4) allows a data mailer program in lieu of physical inspections as long as a quality assurance process is adopted by the Assessor. In FYE 2018 a data mailer program was implemented which resulted in a \$46,000 cost reduction from Tyler Technologies. Public relations related to the revaluation process included news releases, informal hearings, website postings and a public presentation of preliminary results of the project.

Revaluation Fund		Appropriation		Balance
Fiscal Year	Contribution to Fund	Revaluation	Mapping	Cumulative \$\$ at end of fiscal year
2021 Balance				\$ 173,356
2022 Estimate	\$ 300,000	\$ 213,910		\$ 259,446
2023 Adopted	\$ 150,000	\$ 248,000		\$ 161,446
2024	\$ 150,000	\$ 100,000	\$ -	\$ 211,446
2025	\$ 150,000	\$ 100,000	\$ -	\$ 261,446
2026	\$ 150,000	\$ 350,000	\$ 40,000	\$ 21,446
2027	\$ 150,000	\$ 100,000	\$ -	\$ 71,446
2028	\$ 150,000	\$ 100,000	\$ -	\$ 121,446
2029	\$ 200,000	\$ 50,000	\$ -	\$ 271,446
2030	\$ 230,000	\$ 50,000	\$ -	\$ 451,446
2031	\$ 230,000	\$ 500,000	\$ 175,000	\$ 6,446
2032	\$ 200,000	\$ 50,000	\$ -	\$ 156,446
2033	\$ 150,000	\$ 50,000	\$ -	\$ 256,446
2034	\$ 150,000	\$ 50,000	\$ -	\$ 356,446

Cost Center 0 – Property Revaluation

The most recent revaluation was effective October 1, 2021 and the results will be reflected in the FYE 2023 budget. The October 1, 2021 revaluation was a full list & measure revaluation and required the physical inspection of every property. The next revaluation will be effective October 1, 2026 and the results will be reflected in the FYE 2028 budget. This revaluation will be an interim revaluation.

Cost Center 1 – Aerial Mapping

The last aerial mapping and the updating of GIS planimetric data was completed in FYE 2020. The planimetric and contour data is currently being reviewed for quality control and was uploaded to the GIS system in FYE 2021. Regular updates of aerial mapping were anticipated when the revaluation fund was established on a five-year schedule. The supplemental imagery update will need to be flown in April 2025 to coincide with the interim revaluation. The full imagery and planimetric updates will again coincide with the full measure and list revaluation.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OTHER FUNDS
DEPARTMENT: FINANCE
FUNCTION: REVALUATION FUND 2120

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	494,195	247,235	213,910	248,000	248,000	248,000	248,000
Total Appropriation	\$494,195	\$247,235	\$213,910	\$248,000	\$248,000	\$248,000	\$248,000

COST CENTERS							

21200 PROPERTY REVALUATION	494,195	247,235	213,910	248,000	248,000	248,000	248,000
Total Cost Centers	\$494,195	\$247,235	\$213,910	\$248,000	\$248,000	\$248,000	\$248,000

FINANCING PLAN							

INTEREST INCOME	787	800	400	400	400	400	400
PAYMENTS FROM OTHER FUNDS	410,000	300,000	300,000	150,000	150,000	150,000	150,000
FUND BALANCE APPLIED	83,408	0	0	97,600	97,600	97,600	97,600
Total Financing Plan	\$494,195	\$300,800	\$300,400	\$248,000	\$248,000	\$248,000	\$248,000

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OTHER FUNDS
DEPARTMENT: FINANCE
FUNCTION: REVALUATION FUND 2120

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	7,383	5,660	5,660	0	0	0	0
5290 PROFESS/TECHNICAL SE	486,812	241,500	208,250	248,000	248,000	248,000	248,000
5300 MATERIALS & SUPPLIES	0	75	0	0	0	0	0
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Total Operating Expenses	\$494,195	\$247,235	\$213,910	\$248,000	\$248,000	\$248,000	\$248,000
GRAND TOTAL	\$494,195	\$247,235	\$213,910	\$248,000	\$248,000	\$248,000	\$248,000

**TOWN OF GROTON, CT
FYE 2023 Adopted Budget**

REVALUATION FUND REVENUES: #2120

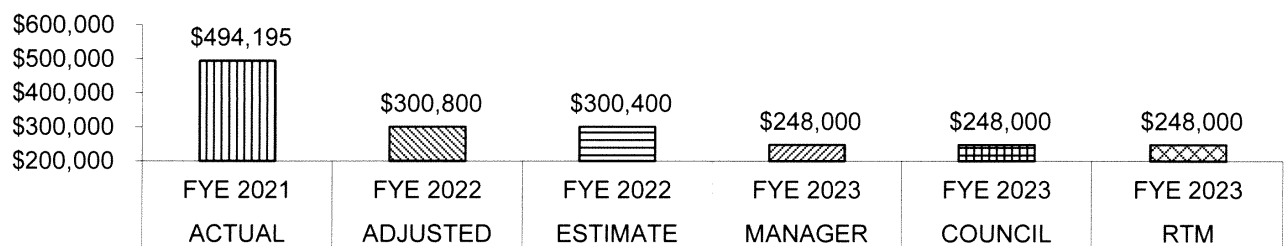
Interest Income - represents income earned on the short-term investment of funds not required for immediate expenses.

Payments From Other Funds - represents the amount that the General Fund will contribute to the operation of this fund for State mandated revaluations of real estate property and costs associated with updating the aerial maps.

Fund Balance Applied - represents that amount of unassigned Fund Balance in the Revaluation Fund to be used to fund the budget for the next fiscal year.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023
4412 Interest Income	\$ 787	\$ 800	\$ 400	\$ 400	\$ 400	\$ 400
4766 Payments from Other Funds	\$ 410,000	\$ 300,000	\$ 300,000	\$ 150,000	\$ 150,000	\$ 150,000
4999 Fund Balance Applied	\$ 83,408	\$ -	\$ -	\$ 97,600	\$ 97,600	\$ 97,600
Total	\$ 494,195	\$ 300,800	\$ 300,400	\$ 248,000	\$ 248,000	\$ 248,000

Revaluation Fund Revenues



PUBLIC SAFETY #1024

Final FYE 2023 Budget Results: During budget deliberations there were no changes made to this function.

The overall increase in this budget is \$263,178 or 2.8%. Personnel Services are up \$65,370 and operating expenses are up \$197,808.

Background

The Public Safety Budget consist of two major sub-components: The Police Department and the Emergency Communications Center. Both of the subcomponents work in unison to deliver public safety services to the communities we serve, while also working with local, state and federal partners to serve the Emergency Management function for the Town.

This adopted budget of \$9,522,086 reflects and overall increase of 2.8%. In 2022 and with the concurrence of the Town Manager, the department did further re-structuring that integrated increased internal oversight by elevating a sergeant position to lieutenant. Much like the preceding year, there was no increase in supervisor positions, rather an existing position was elevated and scheduling adjustments made to help ensure command staff personnel were assigned to most shift commander positions, resulting in reduction of overtime and out of class pay. This not only enabled increased supervision and accountability, but has better positioned the department with the CALEA process. This also supported prior actions that placed administrative personnel in command of two critical areas: A Captain assigned to oversee the Patrol and Criminal Investigative Divisions (Operations), and a Captain assigned to oversee the Communications Center, Records, Budgeting & Planning and Emergency Management (Admin. and Support).

Summary

The adopted budget includes an increase in personnel expenses of \$65,370 primarily due to contractually obligated pay and allowances for employees. In addition, there was a salary increase authorized by the Town Council for the newly created "Public Safety Outreach Specialist" position in the department. This position and approved job description replaced the initial proposal for a social worker. This budget also reflects full staffing of the department and accounts for the replacement of personnel in both police and dispatch who left through retirement and other attrition.

The significant increase in operating expenses of \$197,808 is almost exclusively attributed to increased expenses in accountability and transparency, specifically Body Worn Cameras. As we highlighted in the FYE22 budget, several requirements were passed by the General Assembly necessitating actions by Connecticut Police Departments. While the Groton Police Department had been the first municipal department in Eastern Connecticut to employ BWCs in 2017, the grant that initially helped us purchase this now mandated equipment significantly reduced the cost to the Town. However, we are no longer eligible to derive further benefit from that grant, thus increasing Town financial obligations from \$38,000 annually to approximately \$150,000 annually. [NOTE: The BWC contract expires June 30, 2022 and a 5-year successor agreement is pending]. Additional increases are attributed to across the board price increase for supplies, equipment and services, commensurate with the overall increase in inflation and supply chain issues from the pandemic.

The FYE 2023 CIP includes request for a much needed re-hab of the men's locker room and funding to purchase portable speed detection devices.

Cost Center 0 – Leadership & General Support

The Police Department consists of the following components: Administration, Patrol, Detective, Special Services, Records, Training and Animal Control. The Administrative Division is responsible for the overall command and operational functions of the Police Department, including budget preparation, presentation and implementation.

Cost Center 1 – Training

The training of all officers as well as interaction with the youth of our community, and recording and licensing duties, are part of the overall function.

Cost Center 2 – Special Services Bureau

Special Services maintains a dual role in conducting investigations of sex crimes and child & elderly abuse, while also providing services to Groton's youth and schools through the School Resource Officers.

Cost Center 3 – Patrol

The Patrol Division is the largest single component of the Department. All personnel share in the responsibility of effective crime deterrence and prevention, response to critical incidents, emergencies and criminal acts, and providing for overall public safety. The Patrol Division is responsible for efforts in community-oriented policing.

Cost Center 4 – Assembly Safety

Police coverage for parades, Groton Community Events, and all other assembly gatherings where safety is a concern.

Cost Center 6 – Police Canine

Track suspects or missing persons, conduct area searches, building searches, drug searches, and article searches, provide police K9 back up and participate in community public relations events.

Cost Center 7 – Community Oriented Policing

Community Policing Program which is active in community outreach and education.

Cost Center 8 – Criminal Investigations/Evidence

The Detective Division is responsible for the initial and follow-up investigations of major crimes occurring in the Town of Groton in addition to follow-up of other cases that require additional investigation or expertise. Embedded within the Detective Division is the Narcotics Unit.

Cost Center 9 – Animal Control

The Animal Control Division is responsible for the operation and maintenance of the animal shelter, enforcing state statutes regarding animal control, investigating complaints of nuisance and damage caused by dogs for all of Groton, including the political subdivisions therein. Animal Control is also responsible for servicing complaints regarding all animals, pet adoption and community education.

Cost Center A – Major Crimes

Major criminal investigations for very serious cases that require intensive investigative time and effort, to include homicide or attempted homicide and other serious cases that are important to solve for public safety and security. There is no budgeted amount for this cost center because the frequency of these types of investigations cannot be predicted and the amount of hours expended varies depending upon specific circumstances.

Cost Center B – Major Events

There is no budgeted amount for this cost center because the frequency of these types of events cannot be predicted and the amount of hours expended varies depending upon specific circumstances.

Cost Center C – Emergency Communications

The Emergency Communications Center receives requests for assistance from the public through the 9-1-1 system and other means including non-emergency telephone lines and automatic alarms and dispatches Police, Fire and EMS units as appropriate.

Cost Center D – Emergency Management

Emergency Management is responsible for planning for, coordinating the response to and recovering from disasters and other emergencies. This requires extensive work with our partners in public safety, both within and outside of Groton.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: PUBLIC SAFETY
DEPARTMENT: POLICE
FUNCTION: PUBLIC SAFETY 1024

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Personnel Services	8,056,475	8,646,292	8,255,166	8,711,662	8,711,662	8,711,662	8,711,662
Operating Expenses	796,305	612,616	812,189	810,424	810,424	810,424	810,424
Total Appropriation	\$8,852,780	\$9,258,908	\$9,067,355	\$9,522,086	\$9,522,086	\$9,522,086	\$9,522,086

COST CENTERS							

10240 LEADERSHIP/GEN SUPPO	759,556	834,786	961,495	876,792	876,792	876,792	876,792
10241 TRAINING	245,137	237,106	216,995	239,962	239,962	239,962	239,962
10242 SPECIAL SERVICES BUR	425,417	419,355	405,214	421,020	421,020	421,020	421,020
10243 PATROL	5,268,994	5,096,738	4,996,023	5,241,182	5,241,182	5,241,182	5,241,182
10244 ASSEMBLY SAFETY	4,455	39,114	22,401	39,114	39,114	39,114	39,114
10246 POLICE CANINE	60,399	58,233	62,613	59,185	59,185	59,185	59,185
10247 COMM ORIENTED POLICI	101,027	390,897	380,689	417,261	417,261	417,261	417,261
10248 CRIMINAL INVEST/EVID	442,771	521,306	425,967	536,549	536,549	536,549	536,549
10249 ANIMAL CONTROL	157,831	162,566	165,989	170,940	170,940	170,940	170,940
1024B MAJOR EVENTS	5,571	0	0	0	0	0	0
1024C EMERGENCY COMMUNICAT	1,378,111	1,494,072	1,426,138	1,515,346	1,515,346	1,515,346	1,515,346
1024D EMERGENCY MANAGEMENT	3,511	4,735	3,831	4,735	4,735	4,735	4,735
Total Cost Centers	\$8,852,780	\$9,258,908	\$9,067,355	\$9,522,086	\$9,522,086	\$9,522,086	\$9,522,086

FINANCING PLAN							

OTHER LICENSES/PERMITS	26,960	10,550	20,000	21,000	21,000	21,000	21,000
COURT FINES	5,344	14,000	7,000	6,000	6,000	6,000	6,000
PARKING TICKETS	230	2,040	6,000	9,000	9,000	9,000	9,000
FEDERAL FUNDS	0	3,000	4,070	4,470	4,470	4,470	4,470
FEMA REIMBURSEMENT	5,883	0	0	0	0	0	0
911 ENHANCEMENT	223,344	200,000	221,582	221,000	221,000	221,000	221,000
NUCLEAR SAFETY DRILL	40,100	55,100	55,100	55,100	55,100	55,100	55,100
EMERGENCY MGMTG (SLA)	19,538	19,600	19,600	19,300	19,300	19,300	19,300
ACCIDENT REPORTS	4,388	4,800	4,800	4,500	4,500	4,500	4,500
DISPATCH-PARAMEDIC SERV	3,000	3,000	3,000	3,000	3,000	3,000	3,000
N STONINGTON-DISPATCH	45,313	52,819	32,467	32,467	32,467	32,467	32,467
COORD MEDICAL EMERG DIREC	21,686	22,000	21,606	21,606	21,606	21,606	21,606
MISC-UNCLASSIFIED	10,766	500	360	400	400	400	400
ANIMAL CONTROL FEES	1,274	2,250	1,000	2,000	2,000	2,000	2,000
LEASE FEES	37,790	33,950	33,950	33,950	33,950	33,950	33,950
PAYMENTS FROM OTHER FUNDS	24,819	0	0	0	0	0	0
GENERAL FUND	8,382,345	8,835,299	8,636,820	9,088,293	9,088,293	9,088,293	9,088,293
Total Financing Plan	\$8,852,780	\$9,258,908	\$9,067,355	\$9,522,086	\$9,522,086	\$9,522,086	\$9,522,086

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: PUBLIC SAFETY
DEPARTMENT: POLICE
FUNCTION: PUBLIC SAFETY 1024

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5101 REGULAR FULL TIME	6,248,411	6,980,939	6,490,291	7,027,919	7,027,919	7,027,919	7,027,919
5102 PART TIME PERSONNEL	91,597	137,280	102,215	137,280	137,280	137,280	137,280
5104 OVERTIME PAY	661,105	772,530	744,744	784,267	784,267	784,267	784,267
5105 LONGEVITY PAY	30,870	31,160	28,600	29,130	29,130	29,130	29,130
5106 COLLEGE INCENTIVE PA	101,205	118,485	101,050	109,602	109,602	109,602	109,602
5107 SHIFT REPLACEMENT OT	344,320	348,519	472,411	355,489	355,489	355,489	355,489
5109 SALARY ADJUSTMENTS	102,836	(100,000)	12,156	(100,000)	(100,000)	(100,000)	(100,000)
5111 PREMIUM PAY/OUT OF C	120,458	103,426	76,213	103,553	103,553	103,553	103,553
5112 SICK INCENTIVE	66,604	58,702	53,727	62,054	62,054	62,054	62,054
5115 SHIFT PREMIUM	67,776	79,226	64,592	79,226	79,226	79,226	79,226
5116 WAGE CONTINUATION	998	0	6,290	0	0	0	0
5117 ALLOWANCES	27,997	31,400	29,755	31,400	31,400	31,400	31,400
5119 SALARY REIMBURSEMENT	0	(134,000)	(135,000)	(136,159)	(136,159)	(136,159)	(136,159)
5151 SOCIAL SECURITY	192,298	218,625	208,122	227,901	227,901	227,901	227,901
Total Personnel Services	\$8,056,475	\$8,646,292	\$8,255,166	\$8,711,662	\$8,711,662	\$8,711,662	\$8,711,662

OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	10,123	10,950	9,791	11,550	11,550	11,550	11,550
5210 PROFESS DEVELOP/TRAI	69,074	66,687	70,319	68,327	68,327	68,327	68,327
5220 UTILITIES/FUEL/MILEA	140,220	155,014	143,611	315,014	315,014	315,014	315,014
5260 REPAIRS & MAINT-FAC/	144,153	153,864	153,181	158,171	158,171	158,171	158,171
5261 SOFTWARE MAINT FEES	20,685	12,850	26,238	25,757	25,757	25,757	25,757
5281 OCCUPATIONAL HEALTH	10,293	7,035	6,867	7,035	7,035	7,035	7,035
5290 PROFESS/TECHNICAL SE	56,648	81,336	88,548	95,715	95,715	95,715	95,715
5300 MATERIALS & SUPPLIES	155,188	121,880	183,095	125,855	125,855	125,855	125,855
5310 VEHICLE OPER/MAINT	7,510	3,000	2,533	3,000	3,000	3,000	3,000
5400 EQUIP/MACHINRY& FURN	173,390	0	121,979	0	0	0	0
5410 COMPUTER EQUIPMENT	9,021	0	6,027	0	0	0	0
Total Operating Expenses	\$796,305	\$612,616	\$812,189	\$810,424	\$810,424	\$810,424	\$810,424

GRAND TOTAL	\$8,852,780	\$9,258,908	\$9,067,355	\$9,522,086	\$9,522,086	\$9,522,086	\$9,522,086

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: PUBLIC SAFETY
DEPARTMENT: POLICE
FUNCTION: PUBLIC SAFETY 1024

	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

FULL TIME EMPLOYEE (FTE) ANALYSIS						

CHIEF OF POLICE	1.00	1.00	1.00	1.00	1.00	1.00
DEPUTY CHIEF	1.00	1.00	1.00	1.00	1.00	1.00
POLICE CAPTAIN	2.00	2.00	2.00	2.00	2.00	2.00
POLICE LIEUTENANT	4.00	5.00	5.00	5.00	5.00	5.00
SOCIAL WORKER I	1.00	0.00	0.00	0.00	0.00	0.00
COMM OUTREACH SPECIALIST	0.00	1.00	1.00	1.00	1.00	1.00
PATROL SERGEANT	9.00	6.00	8.00	8.00	8.00	8.00
ACTING SERGEANT	0.00	2.00	0.00	0.00	0.00	0.00
TELECOMMUNICATOR III	11.00	11.00	11.00	11.00	11.00	11.00
TELECOMMUNICATOR IV	2.00	2.00	2.00	2.00	2.00	2.00
PATROL OFFICER	45.00	45.00	45.00	45.00	45.00	45.00
DETECTIVE	4.00	5.00	5.00	5.00	5.00	5.00
INVESTIGATOR	4.00	3.00	3.00	3.00	3.00	3.00
ANIMAL CONTROL OFFICER	1.00	1.00	1.00	1.00	1.00	1.00
ASST. ANIMAL CONTROL OFCR	1.00	1.00	1.00	1.00	1.00	1.00
EXECUTIVE ASST POLICE	1.00	1.00	1.00	1.00	1.00	1.00
POLICE SUPPORT SPECIALIST	1.00	1.00	1.00	1.00	1.00	1.00
OFFICE ASSISTANT II (40)	2.00	2.00	2.00	2.00	2.00	2.00

Total FTE Personnel	90.00	90.00	90.00	90.00	90.00	90.00
FTE SALARIES & WAGES						

CHIEF OF POLICE	144,003	144,003	147,603	147,603	147,603	147,603
DEPUTY CHIEF	123,076	123,076	126,152	126,152	126,152	126,152
POLICE CAPTAIN	208,328	211,787	217,081	217,081	217,081	217,081
POLICE LIEUTENANT	395,847	410,886	502,972	502,972	502,972	502,972
SOCIAL WORKER I	55,029	0	0	0	0	0
COMM OUTREACH SPECIALIST	0	32,879	67,661	67,661	67,661	67,661
PATROL SERGEANT	819,208	574,842	720,300	720,300	720,300	720,300
ACTING SERGEANT	0	163,219	0	0	0	0
TELECOMMUNICATOR III	675,082	625,257	687,191	687,191	687,191	687,191
TELECOMMUNICATOR IV	144,778	114,590	140,217	140,217	140,217	140,217
PATROL OFFICER	3,360,910	3,108,950	3,341,154	3,341,154	3,341,154	3,341,154
DETECTIVE	326,065	334,675	415,153	415,153	415,153	415,153
INVESTIGATOR	340,278	255,133	260,235	260,235	260,235	260,235
ANIMAL CONTROL OFFICER	72,796	72,767	74,222	74,222	74,222	74,222
ASST. ANIMAL CONTROL OFCR	67,699	70,394	73,706	73,706	73,706	73,706
EXECUTIVE ASST POLICE	66,520	66,520	68,183	68,183	68,183	68,183
POLICE SUPPORT SPECIALIST	66,251	66,251	67,908	67,908	67,908	67,908
OFFICE ASSISTANT II (40)	115,069	115,063	118,178	118,178	118,178	118,178

Total FTE Salaries & Wages	\$6,980,938	\$6,490,290	\$7,027,918	\$7,027,918	\$7,027,918	\$7,027,918

PUBLIC WORKS #1035

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

The overall increase in this budget is \$272,223 or 4.6%. Personnel Services are up \$79,282 and operating expenses are up \$192,941.

Background

The overall adopted budget for FYE 23 is \$6,136,310.

Summary

Personnel Services Highlights:

The Sustainability Project Manager position has been eliminated from this function. There are no other changes in personnel proposed. The increased cost in personnel services is due primarily to anticipated contractual raises.

Operational Highlights:

There are no new programs or changes to existing programs proposed. The rates currently in effect for the Transfer Station are proposed to remain the same for FYE 23.

The increase in operational costs is primarily due to inflationary increases in materials and supplies, replacement of needed equipment, and MS4 program obligations.

- \$43,000 increase in heating oil and utilities for all Town buildings
- \$59,000 increase in materials and supplies for all operations (from building maintenance to salt for snow removal operations)
- \$61,000 increase in professional services to reflect increase in custodial costs and additional MS4 requirements and Town wide stormwater structure cleaning
- \$18,000 for exterior painting of the Groton Ambulance Building
- \$17,000 increase in equipment replacement for a side dump bucket for loader

Cost Center 0 – Leadership & General Support

Provides overall administrative support to all operating divisions of the Public Works Department by providing oversight and direction to staff, setting and enforcing policies, managing human resource matters, staff development and training, budget development and control, and fiscal management to ensure services are being provided effectively and efficiently. Provides public outreach and interactions with citizens.

As the fiscal arm of the Department, develops information/clarification on our submitted budget and 4th quarter transfers/supplemental appropriation requests and consults with Purchasing Agent to ensure compliance with Town purchasing procedures.

Cost Center 1 – Engineering

Engineering ensures citizen safety and high quality of life by providing properly designed, constructed and inspected public facilities and right-of-way infrastructure. It also supports other Town departments when undertaking capital improvement projects and site plan reviews.

Cost Center 2 – Public Buildings

This Division provides ongoing maintenance, repair and custodial services for over fifty (50) Town-owned buildings and structures, allowing Town employees, Groton residents, and the general public to have access to clean and safe public buildings. The Division ensures the efficient operation of facilities, provides after-hour emergency support, and supports building automation and utility management.

Cost Center 4 – Stormwater MS4

Under this cost center are included all activities associated with the State mandated stormwater permit requirements. Activities such as catch basin cleaning, street sweeping and the water quality testing program are included. Identifying the true cost of this expanded unfunded State mandated program will better identify the impacts to the Department and the required funding of these activities in order stay compliant with the permit.

Cost Center 5 – Roads & Streets

This Division is dedicated to enhancing the citizen's quality of life by maintaining, repairing and replacing streets and other related infrastructure. The Division is responsible for the installation, maintenance, repair and revitalization of streets, bridges, retaining walls, guardrails, tree trimming and mowing within the right-of-way, traffic signs and markings, traffic signals, graffiti removal, street sweeping and snow removal from streets within the Town's jurisdiction.

Cost Center 6 – Snow & Ice Control

- Provides snow removal services to 98 centerline miles of road, three schools (Fitch High School, Groton Middle School and Kolnaski) and the Mumford Cove Association
- Clears over 8 miles of sidewalks
- Clears Town parking lots totaling over 36 acres of paved surface
- Provides materials and overtime for Parks Maintenance personnel to clear walks around town facilities

Cost Center 7 – Street Lighting

The Town owns all of the streetlights in the Eversource area of service. In this service area, the Department is responsible not only for the electricity, but also for the maintenance of the streetlights. All of the streetlights in the Eversource area have been converted to LED lights. In the Groton Utilities service area, the utility owns the streetlights and is responsible for the maintenance of the recently converted LED streetlights. Thus, the rate charged by Groton Utilities includes electricity, maintenance and capital depreciation.

Cost Center 8 – Post Closure Maintenance

The closure and post-closure care requirements for municipal solid waste landfills (MSWLFs) establishes the minimum requirements with which MSWLF owner/operators must comply once the landfill stops receiving waste and begins closure. Owner/operators also are required to continually monitor and maintain the landfill once it is closed to protect against the release of hazardous constituents to the environment.

Groton has 76 acres at two sites that contain three separate landfills. Welles Road contains bulky (construction) waste while Flanders Road has both a bulky waste and a municipal solid waste landfill.

Cost Center 9 – Residential Transfer Station

The Flanders Road site is comprised of about 167 acres of which about six acres are allocated for the Transfer Station.

The Transfer Station site is designed to maintain a smooth traffic flow pattern, increase the sorting area for bulky wastes, and allow better sorting of additional wastes. Brush and yard waste, leaves, appliances and scrap metal are separated in the outdoor materials storage area. The site includes a two-story office building with the bottom floor used for consumer electronics and fluorescent light bulb collection and storage, a building for waste oil, oil filter, and antifreeze, and a material storage area.

Cost Center A – Fleet Maintenance

The Fleet staff makes repairs to all Town owned light vehicles, heavy equipment and construction equipment, including Police vehicles, so that staff can operate programs and provide services at a level of optimum effectiveness and efficiency. The division also maintains vehicles for the Board of Education.

The staff in this division delivers vehicle management services to Town of Groton vehicles and equipment units. It also provides fuel management and enforcement of vehicle rules and regulations.

Cost Center B – Vacated School Structures

This cost center programs funds to provide for bare minimum operations of facilities (Groton Heights and Colonel Ledyard) that are turned over to the Town from the Board of Education. Beginning in the spring of 2022, the Town will also be responsible for Claude Chester and S.B. Butler as these schools were closed as part of Groton 2020.

Cost Center C – Utilities

Provides funds for utilities (sewer, water, electricity, propane, natural gas and heating oil) for all general government facilities and parks and recreational areas, excluding the Golf Course and Water Pollution Control Facility.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: PUBLIC WORKS
DEPARTMENT: PUBLIC WORKS
FUNCTION: PUBLIC WORKS 1035

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023
----- APPROPRIATION -----							
Personnel Services	3,257,849	3,413,540	3,534,121	3,492,822	3,492,822	3,492,822	3,492,822
Operating Expenses	2,353,848	2,450,547	2,393,897	2,643,488	2,643,488	2,643,488	2,643,488
Total Appropriation	\$5,611,697	\$5,864,087	\$5,928,018	\$6,136,310	\$6,136,310	\$6,136,310	\$6,136,310

----- COST CENTERS -----							
10350 LEADERSHIP/GEN SUPPT	449,035	460,323	589,507	463,486	463,486	463,486	463,486
10351 ENGINEERING	395,968	448,456	447,706	464,671	464,671	464,671	464,671
10352 PUBLIC BUILDINGS	1,108,617	1,295,521	1,278,866	1,324,234	1,324,234	1,324,234	1,324,234
10354 STORMWATER MS4	200,108	226,017	179,454	251,384	251,384	251,384	251,384
10355 ROADS & STREETS	1,391,181	1,409,906	1,420,816	1,498,873	1,498,873	1,498,873	1,498,873
10356 SNOW/ICE CONTROL	345,981	237,515	250,209	257,480	257,480	257,480	257,480
10357 STREET LIGHTING	299,692	239,848	239,348	244,648	244,648	244,648	244,648
10358 POST CLOSURE MAINTEN	47,012	39,800	40,005	47,800	47,800	47,800	47,800
10359 RESIDENTIAL TRANSFER	251,678	308,753	297,033	312,078	312,078	312,078	312,078
1035A FLEET MAINTENANCE	494,042	487,492	496,883	512,675	512,675	512,675	512,675
1035B VACATED SCHOOL STRUC	7,799	11,400	11,738	16,580	16,580	16,580	16,580
1035C UTILITIES	620,584	699,056	676,453	742,401	742,401	742,401	742,401
Total Cost Centers	\$5,611,697	\$5,864,087	\$5,928,018	\$6,136,310	\$6,136,310	\$6,136,310	\$6,136,310

----- FINANCING PLAN -----							
FEMA REIMBURSEMENT	20,726	0	0	0	0	0	0
MUNICIPAL PROJECT GRANT	1,821,456	1,819,768	2,362,532	2,362,532	2,362,532	2,362,532	2,362,532
TOWN HIGHWAY AID	371,847	371,847	371,022	371,022	371,022	371,022	371,022
SNOW/ICE CONTROL SVCS	42,383	20,000	44,931	30,000	30,000	30,000	30,000
SALE OF FIXED ASSETS	28	0	0	0	0	0	0
MISC-UNCLASSIFIED	7,852	0	18,788	0	0	0	0
DISPOSAL FEES	220,571	164,402	160,000	180,000	180,000	180,000	180,000
LEASE FEES	156,359	164,020	166,868	166,868	166,868	166,868	166,868
GENERAL FUND	2,970,475	3,324,050	2,803,877	3,025,888	3,025,888	3,025,888	3,025,888
Total Financing Plan	\$5,611,697	\$5,864,087	\$5,928,018	\$6,136,310	\$6,136,310	\$6,136,310	\$6,136,310

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: PUBLIC WORKS
DEPARTMENT: PUBLIC WORKS
FUNCTION: PUBLIC WORKS 1035

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5101 REGULAR FULL TIME	2,721,301	3,052,880	2,968,705	3,007,453	3,007,453	3,007,453	3,007,453
5104 OVERTIME PAY	217,940	160,643	180,431	184,456	184,456	184,456	184,456
5105 LONGEVITY PAY	14,215	14,670	13,391	13,131	13,131	13,131	13,131
5109 SALARY ADJUSTMENTS	31,845	0	88,919	0	0	0	0
5111 PREMIUM PAY/OUT OF C	27,729	25,107	24,980	26,396	26,396	26,396	26,396
5112 SICK INCENTIVE	2,007	2,959	2,837	2,400	2,400	2,400	2,400
5116 WAGE CONTINUATION	10,107	0	0	0	0	0	0
5117 ALLOWANCES	11,626	9,297	9,714	10,897	10,897	10,897	10,897
5119 SALARY REIMBURSEMENT	0	(101,829)	0	0	0	0	0
5151 SOCIAL SECURITY	221,079	249,813	245,144	248,089	248,089	248,089	248,089

Total Personnel Services	\$3,257,849	\$3,413,540	\$3,534,121	\$3,492,822	\$3,492,822	\$3,492,822	\$3,492,822

OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	5,842	7,976	7,315	7,615	7,615	7,615	7,615
5210 PROFESS DEVELOP/TRAI	13,411	13,300	13,737	17,707	17,707	17,707	17,707
5220 UTILITIES/FUEL/MILEA	981,775	1,007,042	993,596	1,069,436	1,069,436	1,069,436	1,069,436
5230 PYMNTS/CONTRIBUTIONS	5,868	20,958	15,870	15,870	15,870	15,870	15,870
5260 REPAIRS & MAINT-FAC/	199,102	213,566	200,738	213,293	213,293	213,293	213,293
5261 SOFTWARE MAINT FEES	16,793	16,519	16,610	22,474	22,474	22,474	22,474
5281 OCCUPATIONAL HEALTH	55,463	84,012	74,692	77,654	77,654	77,654	77,654
5285 BUILDNG & PROPERTY D	442	0	0	0	0	0	0
5290 PROFESS/TECHNICAL SE	629,710	747,392	708,174	808,621	808,621	808,621	808,621
5300 MATERIALS & SUPPLIES	391,069	293,833	321,175	352,568	352,568	352,568	352,568
5310 VEHICLE OPER/MAINT	170	0	0	0	0	0	0
5400 EQUIP/MACHINRY& FURN	50,265	37,549	38,990	55,250	55,250	55,250	55,250
5410 COMPUTER EQUIPMENT	3,938	8,400	3,000	3,000	3,000	3,000	3,000

Total Operating Expenses	\$2,353,848	\$2,450,547	\$2,393,897	\$2,643,488	\$2,643,488	\$2,643,488	\$2,643,488

GRAND TOTAL	\$5,611,697	\$5,864,087	\$5,928,018	\$6,136,310	\$6,136,310	\$6,136,310	\$6,136,310

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: PUBLIC WORKS
DEPARTMENT: PUBLIC WORKS
FUNCTION: PUBLIC WORKS 1035

	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

FULL TIME EMPLOYEE (FTE) ANALYSIS						

DIRECTOR OF PUBLIC WORKS	0.75	0.75	0.75	0.75	0.75	0.75
SUPER TECHNICAL SERVICES	1.00	1.00	1.00	1.00	1.00	1.00
SUSTAINABILITY PROJ/MANAG	1.00	1.00	0.00	0.00	0.00	0.00
SUPERVISOR, ADMIN PW	1.00	1.00	1.00	1.00	1.00	1.00
CIVIL ENGINEER PE	0.75	0.75	0.75	0.75	0.75	0.75
CIVIL ENGINEER	1.00	1.00	1.00	1.00	1.00	1.00
PROJECT MGMT SPECIALIST	2.00	2.00	2.00	2.00	2.00	2.00
ENGINEERING TECH II	1.00	1.00	1.00	1.00	1.00	1.00
INSPECTOR I	1.00	1.00	1.00	1.00	1.00	1.00
MATERIAL CONTROL SPEC	1.00	1.00	1.00	1.00	1.00	1.00
FINANCIAL ASST I 35 HRS	1.00	1.00	0.00	0.00	0.00	0.00
FINANCIAL ASST II 40 HRS	1.00	1.00	1.00	1.00	1.00	1.00
OFFICE ASSISTANT II (35)	0.50	1.50	1.50	1.50	1.50	1.50
PUBLIC BLDG & FLEET SUPV	1.00	1.00	1.00	1.00	1.00	1.00
FOREMAN	2.00	2.00	2.00	2.00	2.00	2.00
PUBLIC WORKS SUPER R&S	1.00	1.00	1.00	1.00	1.00	1.00
TRANSF STATION WORKING LD	1.00	1.00	1.00	1.00	1.00	1.00
FLOOR LEADER	1.00	1.00	1.00	1.00	1.00	1.00
CHIEF EQUIPMENT MECHANIC	3.00	3.00	3.00	3.00	3.00	3.00
SKILLED BUILDING TECH	2.00	2.00	2.00	2.00	2.00	2.00
HEAVY EQUIP OPERATOR	3.00	3.00	3.00	3.00	3.00	3.00
MAINTENANCE WORKER	2.00	2.00	2.00	2.00	2.00	2.00
MAINTAINER	0.00	1.00	1.00	1.00	1.00	1.00
EQUIPMENT OPERATOR	15.00	14.00	14.00	14.00	14.00	14.00

Total FTE Personnel	44.00	45.00	43.00	43.00	43.00	43.00

FTE SALARIES & WAGES						

DIRECTOR OF PUBLIC WORKS	91,102	91,102	93,379	93,379	93,379	93,379
SUPER TECHNICAL SERVICES	99,364	101,351	105,446	105,446	105,446	105,446
SUSTAINABILITY PROJ/MANAG	94,592	94,592	0	0	0	0
SUPERVISOR, ADMIN PW	79,162	77,611	79,551	79,551	79,551	79,551
CIVIL ENGINEER PE	65,429	65,375	68,016	68,016	68,016	68,016
CIVIL ENGINEER	72,675	72,883	75,611	75,611	75,611	75,611
PROJECT MGMT SPECIALIST	136,503	136,517	140,577	140,577	140,577	140,577
ENGINEERING TECH II	74,656	74,666	77,673	77,673	77,673	77,673
INSPECTOR I	64,722	64,720	67,327	67,327	67,327	67,327
MATERIAL CONTROL SPEC	66,150	66,148	67,471	67,471	67,471	67,471
FINANCIAL ASST I 35 HRS	48,599	7,606	0	0	0	0
FINANCIAL ASST II 40 HRS	66,150	66,148	67,471	67,471	67,471	67,471
OFFICE ASSISTANT II (35)	26,732	55,857	72,125	72,125	72,125	72,125
PUBLIC BLDG & FLEET SUPV	97,212	97,212	99,156	99,156	99,156	99,156
FOREMAN	150,960	150,960	154,734	154,734	154,734	154,734
PUBLIC WORKS SUPER R&S	93,436	93,436	95,305	95,305	95,305	95,305
TRANSF STATION WORKING LD	69,281	69,313	73,382	73,382	73,382	73,382
FLOOR LEADER	83,071	83,061	84,722	84,722	84,722	84,722
CHIEF EQUIPMENT MECHANIC	229,531	229,513	234,103	234,103	234,103	234,103
SKILLED BUILDING TECH	140,228	126,499	141,156	141,156	141,156	141,156
HEAVY EQUIP OPERATOR	198,073	201,414	208,956	208,956	208,956	208,956
MAINTENANCE WORKER	131,123	131,126	133,749	133,749	133,749	133,749
MAINTAINER	0	28,641	47,686	47,686	47,686	47,686
EQUIPMENT OPERATOR	874,128	782,955	819,856	819,856	819,856	819,856

Total FTE Salaries & Wages	\$3,052,881	\$2,968,705	\$3,007,453	\$3,007,453	\$3,007,453	\$3,007,453

SEWER OPERATING #2020

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

The overall increase in this budget is \$1,491,324 or 22.7%. Personnel Services are up \$74,038 and operating expenses are up \$1,417,286.

Background

The overall budget adopted for FYE 23 is \$8,069,597.

Summary

Personnel Services Highlights:

There are no changes to personnel proposed. The increase in cost is due to the anticipated contractual salary increase and increases in the cost of health benefits.

Operational Highlights:

The increase in the Operational cost is primarily due to the large increase in Capital Improvement Program spending. The proposed CIP for this year has increased over \$1.5 million from last year.

A portion of the Operations fund balance as well as capital reserve funds will be used to offset the large overall increase. It is anticipated that there will be a slight nominal increase in the sewer user fees this year.

Cost Center 0 – Leadership & General Support

Responsible for ensuring compliance with State & Federal Permits and directing the 24-hour/365 days per year operation of the 7.5 million gallons per day treatment plant and its associated 22 pump stations and 136+ miles of collection system piping.

Cost Center 2 – Renewal & Replacement

Properly fund the replacement of existing equipment and collection system components. The WPCD has developed a ten-year capital improvement program to address the issues related to aging infrastructure and equipment and obsolescence.

Cost Center 3 – Waste Water Treatment

Operation and maintenance of the facilities, systems and equipment present at the waste water treatment plant. Management of the waste water treatment process from receipt of untreated influent through discharge of permit compliant, treated effluent and sludge disposal.

Cost Center 4 – Waste Water Collection

Operation and maintenance of the facilities, systems and equipment associated with the collection system piping and pump stations. Locate and repair clogs and broken piping. Manage nuisance odors and hydrogen sulfide present in the system. Clean, inspect, maintain and repair manholes and piping. Funds are included to procure new equipment to improve inspection, maintenance and repair of the collection system to ensure compliance with Environmental Protection Agency Capacity, Management, Operations and Maintenance (CMOM) requirements for waste water collection systems.

Cost Center 5 – Debt Service

Provides for repayment of principal and interest associated with the cost of the Fort Hill Homes rehabilitation project. Decreasing payments will continue annually until final payment is made in FYE 2029.

TOWN OF GROTON FYE 2023 Sewer Operating Long Term Debt Payment Schedule

FYE Maturity	Original Issue Amount	Date of Issue	Term of Issue (years)	Purpose of Issue	Principal Balance 07/01/21	FYE 2022 Principal Payment	FYE 2022 Interest Payment	FYE 2023 Principal Payment	FYE 2023 Interest Payment
2029	2,710,000.00	12/13/2011	18	Fort Hill Homes (refunding)	1,315,000.00	185,000.00	39,912.50	180,000.00	34,900.00
2028	2,020,000.00	3/12/2013	16	Fort Hill Homes (refunding)	1,055,000.00	155,000.00	27,462.50	155,000.00	22,812.50
				Totals	2,370,000.00	340,000.00	67,375.00	335,000.00	57,712.50

Debt Service Payment FYE 2023 through FYE 2029 Fort Hill Homes Sewer Rehab

Function #202005-Sewer Operating			
FYE	Principal	Interest	FYE Total
2023	335,000.00	57,712.50	392,712.50
2024	325,000.00	48,000.00	373,000.00
2025	325,000.00	38,631.25	363,631.25
2026	320,000.00	28,912.50	348,912.50
2027	310,000.00	18,993.75	328,993.75
2028	305,000.00	9,118.75	314,118.75
2029	110,000.00	2,062.50	112,062.50

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OTHER FUNDS
DEPARTMENT: PUBLIC WORKS
FUNCTION: SEWER OPERATING 2020

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Personnel Services	2,376,105	2,502,598	2,443,720	2,576,636	2,576,636	2,576,636	2,576,636
Operating Expenses	4,220,272	4,075,675	3,988,489	5,492,961	5,492,961	5,492,961	5,492,961

Total Appropriation	\$6,596,377	\$6,578,273	\$6,432,209	\$8,069,597	\$8,069,597	\$8,069,597	\$8,069,597

COST CENTERS							

20200 LEADERSHIP/GEN SUPPT	1,022,965	1,680,810	1,704,519	1,856,848	1,856,848	1,856,848	1,856,848
20202 RENEWAL & REPLACEMEN	1,512,963	687,385	672,000	1,783,700	1,783,700	1,783,700	1,783,700
20203 WASTE WATER TREATMEN	2,253,627	2,339,897	2,274,223	2,520,810	2,520,810	2,520,810	2,520,810
20204 WASTE WATER COLLECTI	1,380,272	1,462,806	1,374,092	1,515,526	1,515,526	1,515,526	1,515,526
20205 DEBT SERVICE	426,550	407,375	407,375	392,713	392,713	392,713	392,713

Total Cost Centers	\$6,596,377	\$6,578,273	\$6,432,209	\$8,069,597	\$8,069,597	\$8,069,597	\$8,069,597

FINANCING PLAN							

MIU PERMIT FEES	3,375	0	1,200	0	0	0	0
INTEREST INCOME	3,114	3,000	2,500	3,000	3,000	3,000	3,000
FEMA REIMBURSEMENT	3,737	0	0	0	0	0	0
MISC-UNCLASSIFIED	9,752	0	0	0	0	0	0
SEWER USE CHARGES	6,768,408	6,879,819	6,879,819	6,979,576	6,979,576	6,979,576	6,979,576
PAYMENTS FROM OTHER FUNDS	97,883	101,874	101,874	101,874	101,874	101,874	101,874
FUND BALANCE APPLIED	0	0	0	985,147	985,147	985,147	985,147

Total Financing Plan	\$6,886,269	\$6,984,693	\$6,985,393	\$8,069,597	\$8,069,597	\$8,069,597	\$8,069,597

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OTHER FUNDS
DEPARTMENT: PUBLIC WORKS
FUNCTION: SEWER OPERATING 2020

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5101 REGULAR FULL TIME	1,240,886	1,373,363	1,308,198	1,398,126	1,398,126	1,398,126	1,398,126
5104 OVERTIME PAY	159,058	158,833	171,025	179,131	179,131	179,131	179,131
5105 LONGEVITY PAY	4,980	5,070	5,070	5,160	5,160	5,160	5,160
5111 PREMIUM PAY/OUT OF C	14,585	15,898	15,696	16,217	16,217	16,217	16,217
5112 SICK INCENTIVE	918	1,763	1,763	2,159	2,159	2,159	2,159
5116 WAGE CONTINUATION	352	0	0	0	0	0	0
5117 ALLOWANCES	1,470	3,100	1,700	2,300	2,300	2,300	2,300
5151 SOCIAL SECURITY	103,779	119,191	114,888	122,464	122,464	122,464	122,464
5152 RETIREMENT	185,719	217,086	217,086	228,231	228,231	228,231	228,231
5153 HEALTH INSURANCE	513,939	530,381	530,381	556,488	556,488	556,488	556,488
5155 WORKER'S COMP	44,099	39,389	39,389	27,603	27,603	27,603	27,603
5158 LIFE INSURANCE	1,364	1,415	1,415	1,648	1,648	1,648	1,648
5170 OTHER POSTEMPLOY BEN	104,956	37,109	37,109	37,109	37,109	37,109	37,109

Total Personnel Services	\$2,376,105	\$2,502,598	\$2,443,720	\$2,576,636	\$2,576,636	\$2,576,636	\$2,576,636

OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	579	1,625	1,150	1,825	1,825	1,825	1,825
5210 PROFESS DEVELOP/TRAI	5,874	19,360	6,835	15,340	15,340	15,340	15,340
5220 UTILITIES/FUEL/MILEA	655,228	744,194	755,416	787,420	787,420	787,420	787,420
5230 PYMNTS/CONTRIBUTIONS	506,181	460,187	460,937	553,668	553,668	553,668	553,668
5260 REPAIRS & MAINT-FAC/	118,254	308,147	282,247	308,347	308,347	308,347	308,347
5261 SOFTWARE MAINT FEES	18,665	19,040	19,813	22,300	22,300	22,300	22,300
5280 INSURANCE/RISK MGMT	69,834	71,354	80,581	94,135	94,135	94,135	94,135
5281 OCCUPATIONAL HEALTH	21,048	29,847	25,051	26,500	26,500	26,500	26,500
5290 PROFESS/TECHNICAL SE	625,375	810,192	827,139	929,873	929,873	929,873	929,873
5300 MATERIALS & SUPPLIES	196,033	454,062	374,500	469,750	469,750	469,750	469,750
5316 VEHICLE MAINT FEE	16,150	16,500	16,150	16,250	16,250	16,250	16,250
5317 VEHICLE FUEL	14,786	12,055	12,055	20,840	20,840	20,840	20,840
5318 COMPUTER REPLMNT FEE	1,740	1,740	1,740	0	0	0	0
5400 EQUIP/MACHINRY& FURN	51,929	242,997	240,500	348,500	348,500	348,500	348,500
5410 COMPUTER EQUIPMENT	3,069	2,000	2,000	2,000	2,000	2,000	2,000
5420 VEHICLES	13,977	0	0	3,500	3,500	3,500	3,500
5450 DEBT SERVICE	426,550	407,375	407,375	392,713	392,713	392,713	392,713
5460 RESERVE FUND/EQUIPME	1,475,000	475,000	475,000	1,500,000	1,500,000	1,500,000	1,500,000

Total Operating Expenses	\$4,220,272	\$4,075,675	\$3,988,489	\$5,492,961	\$5,492,961	\$5,492,961	\$5,492,961

GRAND TOTAL	\$6,596,377	\$6,578,273	\$6,432,209	\$8,069,597	\$8,069,597	\$8,069,597	\$8,069,597

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OTHER FUNDS
DEPARTMENT: PUBLIC WORKS
FUNCTION: SEWER OPERATING 2020

	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

FULL TIME EMPLOYEE (FTE) ANALYSIS						

DIRECTOR OF PUBLIC WORKS	0.25	0.25	0.25	0.25	0.25	0.25
ASSIST DIR PUBLIC WORKS	1.00	1.00	1.00	1.00	1.00	1.00
CIVIL ENGINEER PE	0.25	0.25	0.25	0.25	0.25	0.25
PROCURE & LOGISTICS ASST	1.00	1.00	1.00	1.00	1.00	1.00
LABORATORY TECH	1.00	1.00	1.00	1.00	1.00	1.00
WPCF TECHNICIAN	1.00	1.00	1.00	1.00	1.00	1.00
OFFICE ASSISTANT II (35)	0.50	0.50	0.50	0.50	0.50	0.50
FACILITIES & MAINT SUPV	1.00	1.00	1.00	1.00	1.00	1.00
OPERATIONS SUPER WPCD	1.00	1.00	1.00	1.00	1.00	1.00
OPERATOR WPCD	4.00	3.00	3.00	3.00	3.00	3.00
MECHANIC WPCD	3.00	3.00	2.00	2.00	2.00	2.00
SENIOR OPERATOR WPCF	0.00	1.00	1.00	1.00	1.00	1.00
SHIFT OPERATOR	1.00	1.00	1.00	1.00	1.00	1.00
CHIEF MECHANIC	1.00	1.00	1.00	1.00	1.00	1.00
MAINTAINER	1.00	1.00	1.00	1.00	1.00	1.00
EQUIPMENT OPERATOR	1.00	1.00	1.00	1.00	1.00	1.00
MECH/OPERATOR TRAINEE	1.00	1.00	1.00	1.00	1.00	1.00
WPCF MECHANIC TRAINEE	0.00	1.00	1.00	1.00	1.00	1.00

Total FTE Personnel	19.00	20.00	19.00	19.00	19.00	19.00
FTE SALARIES & WAGES						

DIRECTOR OF PUBLIC WORKS	30,367	30,367	31,126	31,126	31,126	31,126
ASSIST DIR PUBLIC WORKS	100,588	106,403	109,063	109,063	109,063	109,063
CIVIL ENGINEER PE	21,810	21,792	22,672	22,672	22,672	22,672
PROCURE & LOGISTICS ASST	65,540	65,549	68,195	68,195	68,195	68,195
LABORATORY TECH	73,578	73,581	75,053	75,053	75,053	75,053
WPCF TECHNICIAN	74,836	73,539	76,338	76,338	76,338	76,338
OFFICE ASSISTANT II (35)	26,732	23,943	24,009	24,009	24,009	24,009
FACILITIES & MAINT SUPV	84,665	84,665	86,782	86,782	86,782	86,782
OPERATIONS SUPER WPCD	102,311	41,992	82,000	82,000	82,000	82,000
OPERATOR WPCD	275,016	206,826	213,446	213,446	213,446	213,446
MECHANIC WPCD	208,934	154,377	150,105	150,105	150,105	150,105
SENIOR OPERATOR WPCF	0	76,504	78,034	78,034	78,034	78,034
SHIFT OPERATOR	83,071	83,061	84,722	84,722	84,722	84,722
CHIEF MECHANIC	76,510	76,504	78,034	78,034	78,034	78,034
MAINTAINER	47,770	47,838	50,641	50,641	50,641	50,641
EQUIPMENT OPERATOR	50,704	50,713	53,788	53,788	53,788	53,788
MECH/OPERATOR TRAINEE	50,930	51,219	54,028	54,028	54,028	54,028
WPCF MECHANIC TRAINEE	0	39,323	60,088	60,088	60,088	60,088

Total FTE Salaries & Wages	\$1,373,363	\$1,308,198	\$1,398,127	\$1,398,127	\$1,398,127	\$1,398,127

**TOWN OF GROTON, CT
FYE 2023 Adopted Budget**

SEWER OPERATING FUND REVENUES: #2020

Interest Income - represents income earned on the short-term investment of funds not required for immediate expenses.

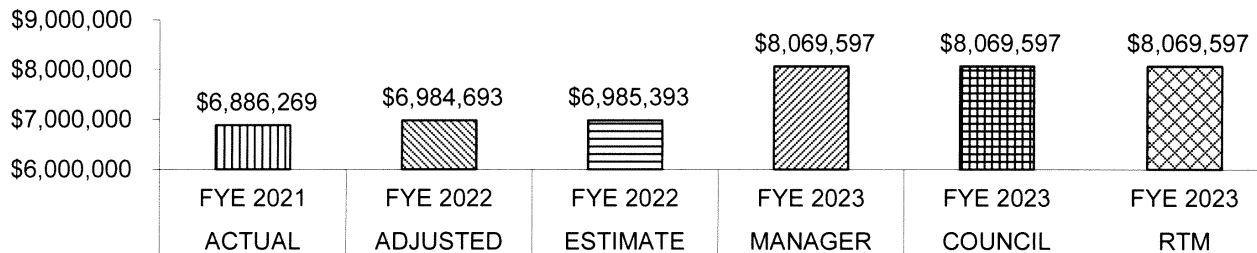
Sewer Use Charges - users of the sanitary sewer services are assessed a sewer use charge.

At their February 8, 2022 meeting, the Water Pollution Control Authority approved the expenditure side of the budget. With the adopted budget, the Authority approved a slight increase in the sewer use fees and the use of a portion of fund balance. Residential will be \$35 per month and commercial/industrial will be \$0.056 per cubic foot of water.

Fund Balance Applied - represents that amount of unassigned Fund Balance in the Sewer Operating Fund to be used to fund the budget for the next fiscal year.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023
4237 MIU Permit Fees	\$ 3,375	\$ -	\$ 1,200	\$ -	\$ -	\$ -
4412 Interest Income	\$ 3,114	\$ 3,000	\$ 2,500	\$ 3,000	\$ 3,000	\$ 3,000
4510 FEMA Reimbursement	\$ 3,737	\$ -	\$ -	\$ -	\$ -	\$ -
4733 Misc. Unclassified	\$ 9,752	\$ -	\$ -	\$ -	\$ -	\$ -
4735 Sewer Use Charges	\$ 6,768,408	\$ 6,879,819	\$ 6,879,819	\$ 6,979,576	\$ 6,979,576	\$ 6,979,576
4766 Payments from Other Funds	\$ 97,883	\$ 101,874	\$ 101,874	\$ 101,874	\$ 101,874	\$ 101,874
4999 Fund Balance Applied	\$ -	\$ -	\$ -	\$ 985,147	\$ 985,147	\$ 985,147
Total	\$ 6,886,269	\$ 6,984,693	\$ 6,985,393	\$ 8,069,597	\$ 8,069,597	\$ 8,069,597

Sewer Operating Fund Revenues



SOLID WASTE #2030

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

The overall decrease in this budget is \$18,023 or 1.1%.

Background

The overall adopted budget for FYE 23 \$1,549,594.

Summary

For FYE 23 the tipping fee the Town is responsible for will increase from \$58/ton to \$59.25/ton. Even though there is a slight increase in the tipping fee, the calculated tonnage of material to be brought to the plant will be less than last year resulting in a slight decrease in the budget.

Cost Center 0 – Leadership & General Support

This covers the funds share of the annual audit.

Cost Center 2 – Residential/Government Municipal Solid Waste (MSW)

As a member of the Southeastern Connecticut Regional Resources Recovery Authority (SCRRRA), municipal solid waste generated within the Town is directed to the Wheelabrator Waste-to-Energy Facility located in Lisbon, CT. SCRRRA has negotiated a 10-year agreement with Wheelabrator and will continue to subsidize the tipping fee. The \$58/ton rate, that has held steady for years, will be increased to \$59.25/ton as of July 1, 2022.

Private haulers, subdivisions, public works departments and large businesses can dispose of the waste at this facility under a permit that is assigned to the Town. SCRRRA then bills the Town for the waste as the agreement is between the Town and SCRRRA. The Town's Finance Department then bills the hauler, subdivision, public works departments or large business. All private haulers and large businesses must post a payment bond with the Town.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OTHER FUNDS
DEPARTMENT: PUBLIC WORKS
FUNCTION: SOLID WASTE 2030

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	1,454,781	1,567,617	1,631,020	1,549,594	1,549,594	1,549,594	1,549,594
Total Appropriation	\$1,454,781	\$1,567,617	\$1,631,020	\$1,549,594	\$1,549,594	\$1,549,594	\$1,549,594

COST CENTERS							

20300 LEADERSHIP/GEN. SUPP	7,615	27,705	7,704	7,705	7,705	7,705	7,705
20302 RESIDENTIAL/GOV. MSW	1,447,166	1,539,912	1,623,316	1,541,889	1,541,889	1,541,889	1,541,889
Total Cost Centers	\$1,454,781	\$1,567,617	\$1,631,020	\$1,549,594	\$1,549,594	\$1,549,594	\$1,549,594

FINANCING PLAN							

INTEREST INCOME	3	300	10	10	10	10	10
DISPOSAL FEES	1,394,098	1,577,921	1,577,921	1,541,889	1,541,889	1,541,889	1,541,889
FUND BALANCE APPLIED	60,680	0	53,089	7,695	7,695	7,695	7,695
Total Financing Plan	\$1,454,781	\$1,578,221	\$1,631,020	\$1,549,594	\$1,549,594	\$1,549,594	\$1,549,594

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OTHER FUNDS
DEPARTMENT: PUBLIC WORKS
FUNCTION: SOLID WASTE 2030

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5220 UTILITIES/FUEL/MILEA	1,447,166	1,539,912	1,623,316	1,541,889	1,541,889	1,541,889	1,541,889
5290 PROFESS/TECHNICAL SE	7,615	27,705	7,704	7,705	7,705	7,705	7,705

Total Operating Expenses	\$1,454,781	\$1,567,617	\$1,631,020	\$1,549,594	\$1,549,594	\$1,549,594	\$1,549,594

GRAND TOTAL	\$1,454,781	\$1,567,617	\$1,631,020	\$1,549,594	\$1,549,594	\$1,549,594	\$1,549,594

**TOWN OF GROTON, CT
FYE 2023 Adopted Budget**

SOLID WASTE FUND REVENUES: #2030

	<u>FYE 2022</u>	<u>FYE 2023</u>
SCRRRA Tipping Fee	\$ 58.00/ton	\$ 59.25/ton

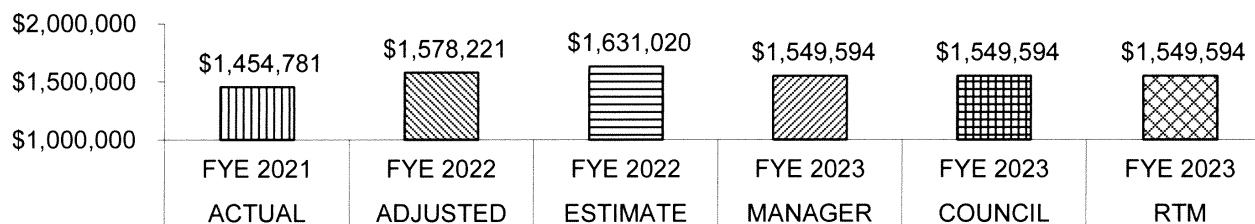
Interest Income – represents income earned on the short-term investment of funds not required for immediate expenses.

Disposal Fees - includes payments from private haulers for MSW delivered to Preston (includes City of Groton, Navy) and for waste from the Transfer Station diverted to the Waste-to-Energy facility for more cost effective disposal.

Fund Balance Applied - represents that amount of unassigned Fund Balance in the Solid Waste Fund to be used to fund the budget for the fiscal year.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023
4412 Interest Income	\$ 3	\$ 300	\$ 10	\$ 10	\$ 10	\$ 10
4740 Disposal Fees	\$ 1,394,098	\$ 1,577,921	\$ 1,577,921	\$ 1,541,889	\$ 1,541,889	\$ 1,541,889
4999 Fund Balance Applied	\$ 60,680	\$ -	\$ 53,089	\$ 7,695	\$ 7,695	\$ 7,695
Total	\$ 1,454,781	\$ 1,578,221	\$ 1,631,020	\$ 1,549,594	\$ 1,549,594	\$ 1,549,594

Solid Waste Fund Revenues



Fleet #6040

Final FYE 2023 Budget Results: During budget deliberations there were no changes to this function.

The overall increase in this budget is \$202,973 or 18.3%.

Background

The overall adopted budget for FYE 23 is \$1,313,690.

Summary

The requested vehicle replacement cost is \$505,000, which is \$72,000 above last year's cost. The vehicles include four Police patrol cars as the Police have not received any new patrol vehicles in the last two years. The \$60,000 for the Senior van is being paid for (reimbursed) with a federal grant.

Fuel costs are up over \$100,000 due to the higher cost of gas and diesel fuel.

Cost Center 0 – Vehicle Replacement

This budget is developed using purchase price and the assigned life for each vehicle. Using these two data points, an annual cost is assigned that must be funded each year so that at the end of its expected life, funds are available for purchase of a replacement. Some of the proposed vehicle replacement costs for FYE 22 are offset by equipment trade-ins at time of purchase.

Cost Center 1 – Vehicle Maintenance

This budget is developed using historical maintenance and repair data for each vehicle.

Cost Center 2 – Vehicle Fuel

The current motor fuels are diesel and gasoline and are dispensed from the key controlled pumps located at the Town Hall Annex. This budget is developed using historical fuel usage data for each vehicle.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: INTERNAL SERVICE FUND
DEPARTMENT: PUBLIC WORKS
FUNCTION: FLEET 6040

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	758,547	1,110,717	1,123,673	1,503,690	1,313,690	1,313,690	1,313,690

Total Appropriation	\$758,547	\$1,110,717	\$1,123,673	\$1,503,690	\$1,313,690	\$1,313,690	\$1,313,690

COST CENTERS							

60400 VEHICLE REPLACEMENT	97,883	433,000	433,000	695,000	505,000	505,000	505,000
60401 VEHICLE MAINTENANCE	425,584	480,575	481,476	483,450	483,450	483,450	483,450
60402 VEHICLE FUEL	235,080	197,142	209,197	325,240	325,240	325,240	325,240

Total Cost Centers	\$758,547	\$1,110,717	\$1,123,673	\$1,503,690	\$1,313,690	\$1,313,690	\$1,313,690

FINANCING PLAN							

INTEREST INCOME	1,508	2,000	1,200	1,500	1,500	1,500	1,500
SALE OF FIXED ASSETS	1,825	0	0	0	0	0	0
MISC-UNCLASSIFIED	8,800	0	0	0	0	0	0
PAYMENTS FROM OTHER FUNDS	666,012	1,122,773	1,322,773	1,700,437	1,313,690	1,313,690	1,313,690
FUND BALANCE APPLIED	80,402	0	0	0	0	0	0

Total Financing Plan	\$758,547	\$1,124,773	\$1,323,973	\$1,701,937	\$1,315,190	\$1,315,190	\$1,315,190

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: INTERNAL SERVICE FUND
DEPARTMENT: PUBLIC WORKS
FUNCTION: FLEET 6040

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5220 UTILITIES/FUEL/MILEA	235,080	197,142	209,197	325,240	325,240	325,240	325,240
5230 PYMNTS/CONTRIBUTIONS	97,883	0	0	0	0	0	0
5260 REPAIRS & MAINT-FAC/	83,008	52,767	52,767	87,021	87,021	87,021	87,021
5310 VEHICLE OPER/MAINT	342,576	427,808	428,709	396,429	396,429	396,429	396,429
5420 VEHICLES	0	433,000	433,000	695,000	505,000	505,000	505,000
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Total Operating Expenses	\$758,547	\$1,110,717	\$1,123,673	\$1,503,690	\$1,313,690	\$1,313,690	\$1,313,690
GRAND TOTAL	\$758,547	\$1,110,717	\$1,123,673	\$1,503,690	\$1,313,690	\$1,313,690	\$1,313,690

**TOWN OF GROTON, CT
FYE 2023 Adopted Budget**

FLEET FUND REVENUES: #6040

Interest Income - represents income earned on the short-term investment of funds not required for immediate expenses.

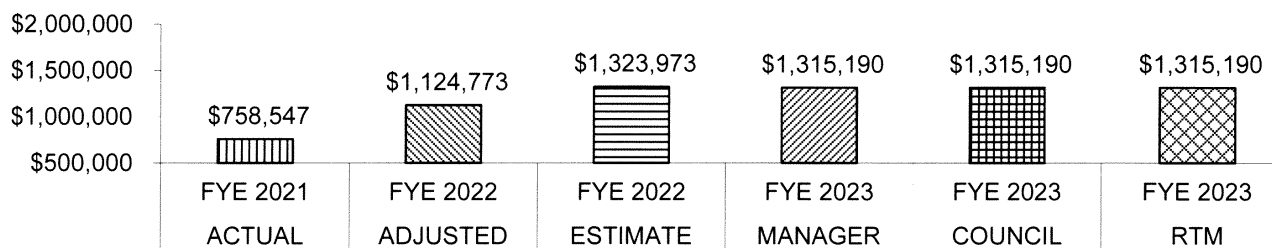
Sale of Fixed Assets – represents revenues generated from the sale of obsolete equipment.

Payments From Other Funds - represents the amount that Other Funds will contribute to the operation of this fund.

Fund Balance Applied - represents the amount of unassigned fund balance in the Fleet Fund to be used to fund the budget for the fiscal year.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023
4412 Interest Income	\$ 1,508	\$ 2,000	\$ 1,200	\$ 1,500	\$ 1,500	\$ 1,500
4731 Sale of Fixed Assets	\$ 1,825	\$ -	\$ -	\$ -	\$ -	\$ -
4733 Misc. - Unclassified	\$ 8,800	\$ -	\$ -	\$ -	\$ -	\$ -
4766 Payments from Other Funds	\$ 666,012	\$ 1,122,773	\$ 1,322,773	\$ 1,313,690	\$ 1,313,690	\$ 1,313,690
4999 Fund Balance Applied	\$ 80,402	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 758,547	\$ 1,124,773	\$ 1,323,973	\$ 1,315,190	\$ 1,315,190	\$ 1,315,190

Fleet Fund Revenues



FYE 2023 FLEET FUND - Programmed Vehicle Replacement Schedule

Adjusted Replacement		Price	Department	YEAR	MAKE	MODEL	FY IN-SERVICE	YRS IN	YRS BAL
\$5,585,800	Vehicles Not Recommended for Replacement	\$168,750	PW R&S	1987	JOHN DEERE	690D	1987	36	-11
		\$27,000	Social Services	2003	CHEVY	BLAZER	2003	20	-8
		\$26,500	Recreation	2003	CHEVY	VENTURE	2003	20	-8
		\$275,500	PW R&S	2006	SCHWARZE	A8000	2006	17	-7
		\$162,500	PW R&S	2002	STERLING	LT9500	2002	21	-6
		\$50,000	Police Patrol	2008	FORD	F-250	2008	15	-5
		\$35,500	Police Detectives	2005	FORD	CR VIC	2006	17	-5
		\$35,500	Police Detectives	2006	FORD	CR VIC	2006	17	-5
		\$25,500	PW Engineering	2008	FORD	FOCUS	2008	15	-5
		\$45,500	PW Facilities	1993	FORD	F350	1993	30	-5
		\$325,000	PW R&S	2003	STERLING	LT9500	2003	20	-5
		\$275,000	PW R&S	2003	STERLING	LT9501	2003	20	-5
		\$27,500	Building Inspection	2010	FORD	ESCAPE	2010	13	-5
		\$45,000	Parks Maintenance	2003	FORD	F550	2003	20	-5
		\$115,500	PW Transfer Station	2003	INTERNATIONAL	9100 I	2003	20	-5
		\$35,500	Police Admin	2007	FORD	CR VIC	2007	16	-4
		\$175,750	PW R&S	1993	INTERNATIONAL	4900	1994	29	-4
		\$62,500	PW R&S	2005	INGERSOL	DD34HF	2004	19	-4
		\$42,550	PW Facilities	2007	FORD	F150	2007	16	-4
		\$27,500	Building Inspection	2011	FORD	ESCAPE	2011	12	-4
		\$27,500	Planning	2009	FORD	ESCAPE	2009	14	-4
		\$27,500	Library	2009	FORD	ESCAPE-HYBRID	2009	14	-4
		\$27,500	Recreation	2009	FORD	ESCAPE-HYBRID	2009	14	-4
		\$27,500	Recreation	2009	FORD	ESCAPE-HYBRID	2009	14	-4
		\$38,500	Parks Maintenance	2009	FORD	F-250	2009	14	-4
		\$25,000	Parks Maintenance	2008	TORO	325D	2009	14	-4
		\$27,500	IT	2008	FORD	ESCAPE	2008	15	-3
		\$27,500	IT	2008	FORD	ESCAPE	2008	15	-3
		\$27,500	Police Admin	2008	DODGE	CHARGER	2008	15	-3
		\$27,500	Police Admin	2008	DODGE	CHARGER	2008	15	-3
		\$35,500	Police Detectives	2008	DODGE	CHARGER	2008	15	-3
		\$27,500	PW Engineering	2008	FORD	FOCUS	2008	15	-3
		\$72,500	PW R&S	1995	FORD	F800	1995	28	-3
		\$27,500	Planning	2008	FORD	ESCAPE	2008	15	-3
		\$48,000	Parks Maintenance	1997	GMC	SIERRA	2012	11	-3
		\$38,500	Parks Maintenance	2010	FORD	F-350	2010	13	-3
		\$27,500	PW Facilities	2010	TOYOTA	PRIUS	2010	13	-3
		\$275,750	PW Transfer Station	2000	CAT	M318	2000	23	-3
		\$27,500	Finance	2008	TOYOTA	PRIUS	2009	14	-2
		\$58,000	Police Patrol	2016	CHEVROLET	TAHOE	2016	7	-2
		\$50,000	Police Patrol	2017	FORD	EXPLORER AWD	2017	6	-2
		\$50,000	Police Patrol	2017	FORD	EXPLORER AWD	2017	6	-2
		\$50,000	Police Patrol	2017	FORD	EXPLORER AWD	2017	6	-2
		\$50,000	Police Patrol	2017	FORD	EXPLORER AWD	2017	6	-2
		\$32,500	PW Engineering	2009	FORD	E-150	2009	14	-2
		\$65,000	PW R&S	2006	FORD	E-350	2006	17	-2
		\$225,000	PW R&S	2006	JOHN DEERE	444J	2006	17	-2
		\$35,500	Police Patrol	2009	FORD	CR VIC	2010	13	-1
		\$50,000	Police Patrol	2017	FORD	EXPLORER AWD	2018	5	-1
		\$50,000	Police Patrol	2017	FORD	EXPLORER AWD	2018	5	-1
		\$50,000	Police Patrol	2017	FORD	EXPLORER AWD	2018	5	-1
		\$35,500	Police Detectives	2009	DODGE	CHARGER	2010	13	-1
		\$35,500	Police Detectives	2010	FORD	ESCAPE	2010	13	-1
		\$120,000	PW R&S	2008	TRACKLESS	MT-6	2010	13	-1
		\$75,000	PW R&S	2010	FORD	F550	2010	13	-1
		\$75,000	PW R&S	2010	FORD	F550	2010	13	-1
		\$95,000	PW R&S	2003	CAT	D4G XL	2002	21	-1
		\$225,000	PW Transfer Station	2007	JOHN DEERE	444J	2007	16	-1
		\$85,500	PW Transfer Station	2002	STETCO	TRAILER	2002	21	-1
		\$85,500	PW Transfer Station	2002	STETCO	TRAILER	2002	21	-1
		\$50,000	Police Patrol	2017	CHEVROLET	TAHOE	2018	5	0
		\$50,000	Police Patrol	2019	FORD	INTERCEPTOR	2019	4	0
		\$50,000	Police Patrol	2019	FORD	EXPLORER AWD	2019	4	0
		\$27,500	PW Engineering	2011	TOYOTA	PRIUS	2011	12	0
		\$27,500	PW Facilities	2011	FORD	E-150	2011	12	0
		\$225,000	PW R&S	2008	INTERNATIONAL	7400	2008	15	0
		\$45,000	PW R&S	2003	PITTS	LB35-24D	2003	20	0
		\$110,000	Parks Maintenance	1997	JCB	BACKHOE	1998	25	0
\$505,000	Vehicles approved by Town Manager	\$190,000	PW R&S	1987	INTERNATIONAL	S2674	2006	17	-12
		\$20,000	Parks Maintenance	2004	TORO	325D	2004	19	-9
		\$50,000	Police Patrol	2014	FORD	INTERCEPTOR	2014	9	-5
		\$35,000	Parks Maintenance	1997	GMC	TC31003	2012	11	-3
		\$50,000	Police Patrol	2015	FORD	INTERCEPTOR	2016	7	-3
		\$50,000	Police Patrol	2016	FORD	EXPLORER AWD	2016	7	-3
		\$50,000	Police Patrol	2015	FORD	EXPLORER AWD	2016	7	-3
		\$60,000	Senior Center	2012	FORD	E350	2013	10	-2

PLANNING & DEVELOPMENT SERVICES #1046

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

The overall increase in this budget is \$22,102 or 1.4%. Personnel Services are up \$34,426 and operating expenses are down \$12,324.

Background

The Office of Planning and Development Services (OPDS) provides the primary staff support for all development opportunities in the Town. During FYE 2023 the OPDS will continue to pursue economic development opportunities, streamline our development process, complete projects designed to improve Groton's sense of place, and work to secure grants to implement the recommendations of the Market Analysis, Plan of Conservation and Development, the Economic Development Strategy, and goals of the Town Council.

This adopted budget of \$1,618,196 is a 1.4% percent increase over last year's budget of \$1,596,094 and was developed in accordance with the guidelines provided by your office. It should be noted that the majority of this budgetary increase is due to contractual increases in salary. This proposed budget for OPDS maintains a level service to the community and will implement the Town Council's goal to expand opportunities for economic development. It will also allow work to begin on projects that are an outgrowth of the work the department has done for the past number of years.

Summary

The adopted budget includes an increase in expenses of \$22,102. Additional funding is requested for projects including management of excess property redevelopment, matching funds for CDBG administration of grants, maintenance of the economic development webpage, and continued part-time use of technical trade specific building inspectors. We expect to see more complex development applications as a result of the marketing of excess municipal properties. Substantial staff time will be dedicated to the review of these applications and to inspection of the projects once approved. These projects and initiatives are specifically designed to improve the sense of place and grow the tax base of the Town.

The FYE 2023 CIP includes implementing the Mystic Parking Plan as well as continuing efforts for the wayfinding signage program, open space acquisition, and the economic development assistance fund.

Cost Center 0 – Leadership & General Support

Provides leadership and direction on the current and future focus of the department. Responsible for directing the planning, development, and economic development priorities, preparing the department annual budget, as well as financial and grant administration, assuring that land is developed in a well-planned orderly fashion, and is consistent with the development vision of Groton.

Cost Center 1 – Development and Plan Review

Responsible for aiding in the preparation of and logistical support for the processing of all land use applications.

Cost Center 2 – Inspection Services

Responsible for the day-to-day activity and administration for all active building and construction projects.

Cost Center 3 – Enforcement

Responsible for the administration of zoning, historic district, rental housing code, blight, property maintenance code, plastics ordinance and inland wetlands regulations with respect to processing of complaints, investigations, interpretations, corrections of violations and comprehensive management of enforcement database.

Cost Center 4 – Community Development

Responsible for the development and rehabilitation of the Town's housing stock with a focus on meeting the Town's affordable housing needs.

Cost Center 5 – Economic Development/Marketing

Serve as the Town of Groton primary "Point of Contact" to the business and development community assisting as a guidance and informational liaison. Market and promote the Town to grow business and economic development.

Cost Center 6 – Long Range Planning

Responsible for implementing the community's vision and goals for the physical, economic and social future of the Town. The focus this year is to implement the recommendations of the 2016 Plan of Conservation and Development. A priority of this document is to enhance community character and Groton's sense of place.

Cost Center 8 – Land Use & Development Commission Support

Responsible for providing direct technical and administrative staff support to Groton's 14 land use and development agencies, boards and commissions. The land use agencies are the key boards and commissions in Town that are adopting new plans and regulatory changes, as well as approving most plans for development.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: PLANNING & DEVELOPMENT
DEPARTMENT: PLANNING & DEVELOPMENT
FUNCTION: PLANNING & DEV SERVICES 1046

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Personnel Services	1,223,917	1,426,898	1,378,240	1,461,324	1,461,324	1,461,324	1,461,324
Operating Expenses	242,307	169,196	188,865	156,872	156,872	156,872	156,872

Total Appropriation	\$1,466,224	\$1,596,094	\$1,567,105	\$1,618,196	\$1,618,196	\$1,618,196	\$1,618,196

COST CENTERS							

10460 LEADERSHIP/GEN SUPPT	353,192	445,342	406,552	454,398	454,398	454,398	454,398
10461 DEV & PLAN REVIEW	207,791	222,196	263,060	225,753	225,753	225,753	225,753
10462 INSPECTION SERVICES	311,073	371,413	330,486	361,412	361,412	361,412	361,412
10463 ENFORCEMENT	58,270	60,846	60,846	63,291	63,291	63,291	63,291
10464 COMMUNITY DEVELOPMEN	66,719	92,321	92,370	94,652	94,652	94,652	94,652
10465 ECON DEV/MARKETING	398,718	333,548	358,630	348,262	348,262	348,262	348,262
10466 LONG RANGE PLANNING	10,000	1,000	0	0	0	0	0
10468 LAND USE & DEV COM S	60,461	69,428	55,161	70,428	70,428	70,428	70,428

Total Cost Centers	\$1,466,224	\$1,596,094	\$1,567,105	\$1,618,196	\$1,618,196	\$1,618,196	\$1,618,196

FINANCING PLAN							

BLDG AND RELATED PERMITS	466,952	525,000	475,000	525,000	525,000	525,000	525,000
BLDG PERMITS-EDUC FEE	8,591	750	750	750	750	750	750
STATE LAND USE-PLNG	94	100	100	100	100	100	100
PLANNING APPLICATION FEES	10,265	8,000	9,000	9,000	9,000	9,000	9,000
MAPS/COPIES/DOCUMENTS	469	500	500	500	500	500	500
COG-CLIMAT RESILIENCE MGR	0	24,894	0	0	0	0	0
GENERAL FUND	979,853	1,036,850	1,081,755	1,082,846	1,082,846	1,082,846	1,082,846

Total Financing Plan	\$1,466,224	\$1,596,094	\$1,567,105	\$1,618,196	\$1,618,196	\$1,618,196	\$1,618,196

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: PLANNING & DEVELOPMENT
DEPARTMENT: PLANNING & DEVELOPMENT
FUNCTION: PLANNING & DEV SERVICES 1046

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5101 REGULAR FULL TIME	1,134,024	1,309,650	1,292,044	1,417,628	1,417,628	1,417,628	1,417,628
5104 OVERTIME PAY	3,680	15,076	13,137	14,381	14,381	14,381	14,381
5105 LONGEVITY PAY	735	770	770	805	805	805	805
5109 SALARY ADJUSTMENTS	1,531	0	7,716	0	0	0	0
5116 WAGE CONTINUATION	1,126	0	1,200	0	0	0	0
5119 SALARY REIMBURSEMENT	0	0	(36,518)	(81,100)	(81,100)	(81,100)	(81,100)
5151 SOCIAL SECURITY	82,821	101,402	99,891	109,610	109,610	109,610	109,610
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Total Personnel Services	\$1,223,917	\$1,426,898	\$1,378,240	\$1,461,324	\$1,461,324	\$1,461,324	\$1,461,324
OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	30,411	32,509	30,619	28,819	28,819	28,819	28,819
5210 PROFESS DEVELOP/TRAI	18,000	25,932	22,691	30,449	30,449	30,449	30,449
5220 UTILITIES/FUEL/MILEA	2,737	3,380	3,224	3,224	3,224	3,224	3,224
5260 REPAIRS & MAINT-FAC/	220	220	220	220	220	220	220
5261 SOFTWARE MAINT FEES	5,536	1,650	3,330	3,280	3,280	3,280	3,280
5281 OCCUPATIONAL HEALTH	590	1,225	700	700	700	700	700
5290 PROFESS/TECHNICAL SE	162,055	98,280	120,960	84,180	84,180	84,180	84,180
5300 MATERIALS & SUPPLIES	5,922	6,000	6,000	6,000	6,000	6,000	6,000
5400 EQUIP/MACHINRY& FURN	8,883	0	464	0	0	0	0
5410 COMPUTER EQUIPMENT	7,953	0	657	0	0	0	0
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Total Operating Expenses	\$242,307	\$169,196	\$188,865	\$156,872	\$156,872	\$156,872	\$156,872
GRAND TOTAL	\$1,466,224	\$1,596,094	\$1,567,105	\$1,618,196	\$1,618,196	\$1,618,196	\$1,618,196

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: PLANNING & DEVELOPMENT
DEPARTMENT: PLANNING & DEVELOPMENT
FUNCTION: PLANNING & DEV SERVICES 1046

	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

FULL TIME EMPLOYEE (FTE) ANALYSIS						

DIR PLANNING & DEV	1.00	1.00	1.00	1.00	1.00	1.00
ASST DIR PLANNING & DEV	1.00	1.00	1.00	1.00	1.00	1.00
ECON & COM DEV MANAGER	1.00	1.00	1.00	1.00	1.00	1.00
MGR INSPECTION SERVICES	1.00	1.00	1.00	1.00	1.00	1.00
SUSTAIN & RESILIENCE MGR	0.00	1.00	1.00	1.00	1.00	1.00
CLIMATE RESILIENCE PR MGR	1.00	0.00	0.00	0.00	0.00	0.00
INSPECTOR I -CONSTRUCTION	1.00	1.00	1.00	1.00	1.00	1.00
PLANNER II - NEIGHBORHOOD	1.00	1.00	1.00	1.00	1.00	1.00
PLANNER II - LAND	2.00	2.00	2.00	2.00	2.00	2.00
CODE ENFORCEMNT PLANNER I	1.00	1.00	1.00	1.00	1.00	1.00
ARPA COORDINATOR	0.00	1.00	1.00	1.00	1.00	1.00
ECONOMIC DEVEL SPECIALIST	1.00	1.00	1.00	1.00	1.00	1.00
ECONOMIC DEVELOPMENT TECH	1.00	1.00	1.00	1.00	1.00	1.00
BUILDING PERMIT TECH	1.00	1.00	1.00	1.00	1.00	1.00
INSPECTOR II	1.00	1.00	1.00	1.00	1.00	1.00
EXECUTIVE ASSISTNT OPDS	1.00	1.00	1.00	1.00	1.00	1.00
OFFICE ASSISTANT II (35)	1.00	1.00	1.00	1.00	1.00	1.00

Total FTE Personnel	16.00	17.00	17.00	17.00	17.00	17.00

FTE SALARIES & WAGES						

DIR PLANNING & DEV	129,135	129,135	132,363	132,363	132,363	132,363
ASST DIR PLANNING & DEV	110,129	110,129	112,882	112,882	112,882	112,882
ECON & COM DEV MANAGER	107,969	107,969	110,668	110,668	110,668	110,668
MGR INSPECTION SERVICES	95,717	95,717	98,110	98,110	98,110	98,110
SUSTAIN & RESILIENCE MGR	0	38,069	94,300	94,300	94,300	94,300
CLIMATE RESILIENCE PR MGR	92,500	0	0	0	0	0
INSPECTOR I -CONSTRUCTION	68,835	68,855	71,635	71,635	71,635	71,635
PLANNER II - NEIGHBORHOOD	85,017	85,016	87,136	87,136	87,136	87,136
PLANNER II - LAND	159,797	159,797	164,510	164,510	164,510	164,510
CODE ENFORCEMNT PLANNER I	74,991	74,991	78,020	78,020	78,020	78,020
ARPA COORDINATOR	0	39,172	73,800	73,800	73,800	73,800
ECONOMIC DEVEL SPECIALIST	83,021	83,021	85,097	85,097	85,097	85,097
ECONOMIC DEVELOPMENT TECH	52,646	52,658	54,778	54,778	54,778	54,778
BUILDING PERMIT TECH	55,627	55,632	56,745	56,745	56,745	56,745
INSPECTOR II	74,459	74,458	77,457	77,457	77,457	77,457
EXECUTIVE ASSISTNT OPDS	70,598	70,598	72,363	72,363	72,363	72,363
OFFICE ASSISTANT II (35)	49,209	46,830	47,766	47,766	47,766	47,766

Total FTE Salaries & Wages	\$1,309,649	\$1,292,046	\$1,417,629	\$1,417,629	\$1,417,629	\$1,417,629

HUMAN SERVICES #1051

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

The overall increase in this budget is \$1,064 or .2%. Personnel Services are up \$2,064 and operating expenses are down \$1,000.

Background

Groton Human Services (GHS) provides social and youth services to all residents of the Town of Groton and its subdivisions, including the City of Groton. At its 2 Fort Hill Road location GHS maintains a food locker and a pet food locker for the benefit of Groton residents. GHS also manages several assistance funds for residents needing emergency help with rent, utility and fuel bills. All assistance funds are supported by donations, grants and trust funds. No financial aid to clients is funded via the Town's General Fund. All services including youth counseling are provided free of charge to local residents.

GHS continually seeks to expand its services to address new and/or unmet community needs impacting local families and youth. Such needs are identified via networking with local, regional, State and Federal agencies, the Faith Community, service clubs, local schools, special interest groups, the LGBTQ community, veterans, senior citizens, the homeless population and persons dealing with substance abuse and mental health issues. GHS also oversees Groton's Juvenile Review Board (JRB) and supplies the case management services necessary to guide referred youth and their families through the JRB's diversionary alternative to Juvenile Court. GHS offers its building to programs benefiting Groton area residents who are seeking SNAP, WIC and emergency shelter services. GHS also applies the State's Uniform Relocation Assistance Act in cases where code violations temporarily or permanently render local residents' homes uninhabitable and handles evictions and ejectment notices delivered by State Marshals for respective Groton tenants or homeowners.

GHS administers the State's Elderly and Totally Disabled Tax Relief Program (Renters' Rebate) for eligible Groton residents and each year GHS' three social workers take close to 600 applications for Groton renters, yielding an average rebate of \$550 per household. CT Dept of Ag Senior Nutrition Program Farmers' Market coupons are also dispensed by GHS on an annual basis. Holiday programs providing food and toys are overseen annually by GHS in November and December and historically involve hundreds of community volunteers serving 500 Groton households at each distribution.

Summary

Groton Human Services provides guidance, support, advocacy, counseling, financial assistance and emergency resources to eligible persons residing in the Town of Groton who are in need of short-term, temporary help to achieve stability and self-sufficiency.

The proposed FYE 23 department budget includes a slight increase that covers negotiated raises for department staff. The budget maintains level service. One position, Youth Counselor, is budgeted but currently not filled due to a temporary decrease in referrals for the Youth Services Program due to the current pandemic. Operating expenses have been reduced largely due to anticipated grant funds which help with the purchase of basic office supplies.

Groton Human Services receives on-going donations from individuals and community groups and provides financial assistance, food and other resources valued in excess of \$500,000 annually.

Cost Center 0 – Leadership & General Support

This includes the Director's membership in CT Local Administrators of Social Services (CLASS), lease and maintenance fees for printer, shredder and copier, Department postage and printing costs and general office supplies.

Cost Center 1 – Case Management & Financial Assistance

Human Services staff represent the Department at community events throughout the year, oversee the Groton Food Locker, coordinate the Department's annual holiday distributions of food and toys and assist veterans, seniors, the disabled and income-eligible Groton residents via a myriad of local, regional and State programs.

Cost Center 4 – Crisis Intervention & Short-Term Counseling

Department staff provides intervention and prevention services via Groton Youth and Family Services (GYFS) for children ages 5-18 who reside in Groton. Short-term (3-month duration) counseling is offered as well as case management for Juvenile Review Board cases and Student Support Referrals from Fitch High School. Staff offers programs that promote community awareness of child abuse prevention and increase participants' self-esteem, communication skills and ability to interact with others.

Cost Center 5 – Support Services/Community Education/Prevention Programs

Department staff work with Groton parents/guardians on issues focused on parenting including advocating for their children's best interests with school and community agencies and promoting healthy, safe and nurturing family relationships. Special support groups are offered to parents and guardians.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: HUMAN SERVICES
DEPARTMENT: HUMAN SERVICES
FUNCTION: HUMAN SERVICES 1051

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Personnel Services	513,656	583,718	520,223	585,782	585,782	585,782	585,782
Operating Expenses	4,130	5,191	4,191	4,191	4,191	4,191	4,191

Total Appropriation	\$517,786	\$588,909	\$524,414	\$589,973	\$589,973	\$589,973	\$589,973

COST CENTERS							

10510 LEADERSHIP/GEN SUPPT	232,815	237,242	239,707	589,973	589,973	589,973	589,973
10511 CASE MGMT/FIN ASSIST	194,974	211,625	210,333	0	0	0	0
10514 CRISIS INTER/COUNSEL	85,761	123,625	74,374	0	0	0	0
10515 SUPPORT SERV/COM ED/	4,236	16,417	0	0	0	0	0

Total Cost Centers	\$517,786	\$588,909	\$524,414	\$589,973	\$589,973	\$589,973	\$589,973

FINANCING PLAN							

MISC STATE REVENUE	155	0	0	0	0	0	0
YOUTH SERVICE BUREAU	27,888	27,888	27,888	27,885	27,885	27,885	27,885
MISC-UNCLASSIFIED	925	850	500	500	500	500	500
LEASE FEES	150	400	550	550	550	550	550
GENERAL FUND	488,668	559,771	495,476	561,038	561,038	561,038	561,038

Total Financing Plan	\$517,786	\$588,909	\$524,414	\$589,973	\$589,973	\$589,973	\$589,973

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: HUMAN SERVICES
DEPARTMENT: HUMAN SERVICES
FUNCTION: HUMAN SERVICES 1051

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5101 REGULAR FULL TIME	467,899	540,347	465,408	543,174	543,174	543,174	543,174
5102 PART TIME PERSONNEL	2,203	0	0	0	0	0	0
5105 LONGEVITY PAY	1,820	1,890	945	980	980	980	980
5109 SALARY ADJUSTMENTS	6,454	0	16,901	0	0	0	0
5112 SICK INCENTIVE	400	0	0	0	0	0	0
5151 SOCIAL SECURITY	34,880	41,481	36,969	41,628	41,628	41,628	41,628

Total Personnel Services	\$513,656	\$583,718	\$520,223	\$585,782	\$585,782	\$585,782	\$585,782

OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	2,612	2,552	2,352	2,352	2,352	2,352	2,352
5210 PROFESS DEVELOP/TRAI	80	80	80	80	80	80	80
5260 REPAIRS & MAINT-FAC/	559	559	559	559	559	559	559
5281 OCCUPATIONAL HEALTH	67	0	0	0	0	0	0
5290 PROFESS/TECHNICAL SE	15	0	0	0	0	0	0
5300 MATERIALS & SUPPLIES	328	2,000	1,200	1,200	1,200	1,200	1,200
5410 COMPUTER EQUIPMENT	469	0	0	0	0	0	0

Total Operating Expenses	\$4,130	\$5,191	\$4,191	\$4,191	\$4,191	\$4,191	\$4,191

GRAND TOTAL	\$517,786	\$588,909	\$524,414	\$589,973	\$589,973	\$589,973	\$589,973

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: HUMAN SERVICES
DEPARTMENT: HUMAN SERVICES
FUNCTION: HUMAN SERVICES 1051

	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

FULL TIME EMPLOYEE (FTE) ANALYSIS						

DIR OF HUMAN SERVICES	1.00	1.00	1.00	1.00	1.00	1.00
SOCIAL WORKER II	3.00	3.00	3.00	3.00	3.00	3.00
YFS COUNSELOR II	2.00	2.00	2.00	2.00	2.00	2.00
FINANCIAL ASST II 35 HRS	1.00	1.00	1.00	1.00	1.00	1.00
OFFICE ASSISTANT II (35)	1.00	1.00	1.00	1.00	1.00	1.00

Total FTE Personnel	8.00	8.00	8.00	8.00	8.00	8.00
FTE SALARIES & WAGES						

DIR OF HUMAN SERVICES	108,466	108,466	111,178	111,178	111,178	111,178
SOCIAL WORKER II	196,586	195,386	201,899	201,899	201,899	201,899
YFS COUNSELOR II	129,146	68,144	130,017	130,017	130,017	130,017
FINANCIAL ASST II 35 HRS	57,882	57,620	52,142	52,142	52,142	52,142
OFFICE ASSISTANT II (35)	48,268	35,792	47,939	47,939	47,939	47,939

Total FTE Salaries & Wages	\$540,347	\$465,408	\$543,174	\$543,174	\$543,174	\$543,174

HUMAN SERVICES ASSISTANCE FUND #7320

Final FYE 2023 Budget Results: During budget deliberations there were no changes made to this function.

The overall budget is flat with no change in requested expenditures.

Background

The Flora Perkins Trust was established in 2000, when the Town received a check from the Estate of Flora F. Perkins for \$144,079.36, resulting from Mrs. Perkins' *"love for young children and (her) concern that they be properly fed and cared for."* Mrs. Perkins made her bequest to Groton Youth and Family Services *"for use in the furtherance of its charitable objectives."*

The current, FYE22 Perkins Trust fund appropriation of \$10,000 has been spent in its entirety as of January 2022. Thirty-two (32) Groton households received rent assistance via the Perkins Trust in amounts up to, but not exceeding, \$400 on a one-time basis.

The estimated fund balance for the Perkins Trust as of June 22 is projected at \$22,154. Depleting the fund at the rate of \$10,000 annually, the fund has an anticipated life span of approximately two years. As was the Spicer Fund before it, the Perkins Fund is an incredible shrinking resource.

Summary

Groton Human Services' request for an appropriation from the Flora Perkins Trust remains level at \$10,000, all of which will be used to assist with rent payments for Groton families with children. To be eligible for Perkins Fund assistance, family income must not exceed 175% of the Federal Poverty Level (\$48,563 annually for a family of four, based upon current Annual Poverty Guidelines.)

Cost Center 2 – Flora Perkins Trust

Financial assistance (rent assistance only) to eligible Groton families with children is provided at a maximum payment of \$400 annually per client household.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: EXPENDABLE TRUST FUNDS
DEPARTMENT: TRUST FUNDS
FUNCTION: HUMAN SERV ASST FUND 7320

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	7,033	10,000	10,000	10,000	10,000	10,000	10,000
Total Appropriation	\$7,033	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000

COST CENTERS							

73200 ELIHU SPICER TRUST	7,033	0	0	0	0	0	0
73202 FLORA PERKINS TRUST	0	10,000	10,000	10,000	10,000	10,000	10,000
Total Cost Centers	\$7,033	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000

FINANCING PLAN							

INTEREST INCOME	60	50	30	50	50	50	50
DONATIONS	2,000	2,000	2,000	2,000	2,000	2,000	2,000
FUND BALANCE APPLIED	4,973	7,950	7,970	7,950	7,950	7,950	7,950
Total Financing Plan	\$7,033	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: EXPENDABLE TRUST FUNDS
DEPARTMENT: TRUST FUNDS
FUNCTION: HUMAN SERV ASST FUND 7320

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5617 RENTALS	7,033	10,000	10,000	10,000	10,000	10,000	10,000
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Total Operating Expenses	\$7,033	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
GRAND TOTAL	\$7,033	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000

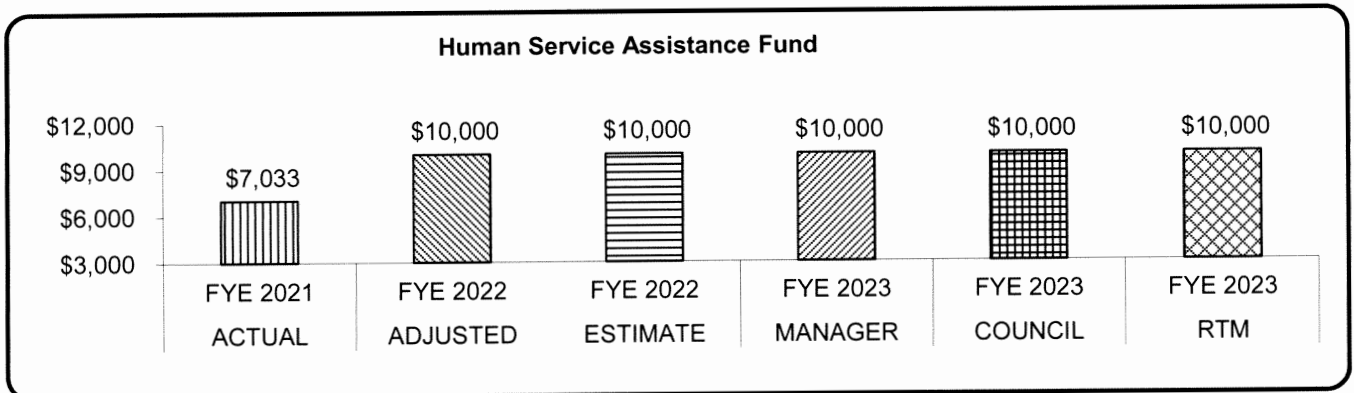
**TOWN OF GROTON, CT
FYE 2023 Adopted Budget**

HUMAN SERVICE ASSISTANCE FUND: #7320

Interest Income - represents income earned on the short-term investment of funds not required for immediate expenses.

Fund Balance Applied - represents the amount of unassigned fund balance in the Human Services Assistance Fund to be used to fund the budget for the fiscal year.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023
4412 Interest Income	\$ 60	\$ 50	\$ 30	\$ 50	\$ 50	\$ 50
4750 Donations	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
4999 Fund Balance Applied	\$ 4,973	\$ 7,950	\$ 7,970	\$ 7,950	\$ 7,950	\$ 7,950
Total	\$ 7,033	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000



GROTON PUBLIC LIBRARY #1063

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

The overall increase in this budget is \$32,914 or 2%. Personnel Services are up \$33,199 and operating expenses are down \$285.

Background

The Groton Public Library (GPL), the principal public library in the Town of Groton, offers informational, educational and recreational materials as well as cultural and leisure time activities. It has been located at its present site since 1977; the library facility supports library services for all age groups and provides high speed internet to the public including Wi-Fi access. Computers are available for public users of all ages and the computer lab offers free computer instruction classes. The Library's teen area opened in 2010 providing renovated space for materials, technology and activities for youth in grades 6 – 12. The video production facility supports cable casting and streaming video of public meetings as well as other video services.

The facility presently houses over 150,000 books, DVDs, audiobooks, e-books and other items available for loan. The Library provides access to a variety of online services, local history materials and has a trained staff which provides answers to 30,000+ questions each year. Materials from a variety of sources are obtained for local users through statewide interlibrary loan services. Adult, young adult and children's programs, as well as meeting room facilities, open to nonprofit groups help the library maintain its function as a community center.

Summary

This adopted budget of \$1,685,970 is a 2 percent increase over last year's budget of \$1,653,056. This difference is based on salary increases related to union contracts and minimum wage adjustments for part-time staff.

The library expects to see an increase in usage in the coming fiscal year as the pandemic begins to ebb. Demand for services including programming, WiFi/internet usage, technology assistance, meeting room reservations and passport applications, just to name a few, will grow and involve more dedicated staff time to ensure community needs are met. Focus this year will be in implementing collaborative projects with Groton Public Schools, Mystic & Noank and Bill Memorial Libraries, and Groton Parks & Recreation, that have been in development since before the pandemic. Technology also remains a priority, as upgrades and expansion of services will continue for the benefit of the community.

Cost Center 0 – Leadership & General Support

- Oversee all aspects of library services, staffing, collections, facilities, public relations.
- Establish and implement library policies and departmental planning.
- Develop and manage the budget and library finances.

Cost Center 2 – Circulation & Technical Services

- Circulation services: Manages the day-to-day customer service business of lending and returning of library materials, billing, public relations, shelving materials, meeting room bookings, and processing reserves.
- Technical services: Conduct the "behind the scenes" activities to deliver library services to the public including, but not limited to, the ordering, organizing, cataloging, repairing and preserving library materials.

Cost Center 3 – Audio Visual & Video Services

Groton Municipal Television (GMTV) is a government television service of the Library's AV division.

- Viewable on Comcast, TVC, Frontier, YouTube and the Town of Groton website.
- Provides Groton residents with vital town information through meeting coverage and programming.
- Serves the media needs of all town departments.

Cost Center 5 – Public Services

Public Services division provides programming, research, and information services including, but not limited to:

- Programming: For all ages. Story times and playgroups, outreach services to our local schools, preschools, and daycares, non-profits, town departments, homebound and assisted living facilities.
- Professional research: local history & genealogy, job search & resume writing, reader services, information literacy to students and general public.
- Information services: including technology literacy classes, one-on-one tech services, referrals, passports, proctoring, printing/faxing/photocopying, wireless printing, Wi-Fi, and volunteer opportunities.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: COMMUNITY SERVICES
DEPARTMENT: LIBRARY
FUNCTION: GROTON PUBLIC LIBRARY 1063

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Personnel Services	1,301,886	1,411,606	1,349,195	1,444,805	1,444,805	1,444,805	1,444,805
Operating Expenses	209,662	241,450	214,565	241,165	241,165	241,165	241,165

Total Appropriation	\$1,511,548	\$1,653,056	\$1,563,760	\$1,685,970	\$1,685,970	\$1,685,970	\$1,685,970

COST CENTERS							

10630 LEADERSHIP/GEN SUPPT	296,867	319,958	307,383	329,769	329,769	329,769	329,769
10632 CIRCULATION/TECHNICA	364,182	371,194	363,338	395,040	395,040	395,040	395,040
10633 AV/VIDEO SVCS	142,626	174,083	151,597	178,341	178,341	178,341	178,341
10635 PUBLIC SERVICES	707,873	787,821	741,442	782,820	782,820	782,820	782,820

Total Cost Centers	\$1,511,548	\$1,653,056	\$1,563,760	\$1,685,970	\$1,685,970	\$1,685,970	\$1,685,970

FINANCING PLAN							

MISC STATE REVENUE	117	0	0	0	0	0	0
LIBRARY FINES	365	5,250	0	0	0	0	0
LIBR LOST & DAMAGED	1,285	1,099	1,000	1,000	1,000	1,000	1,000
LIBRARY FEES	4,112	6,000	7,500	7,500	7,500	7,500	7,500
LIBRARY COPIER FEES	2,201	1,650	3,400	3,400	3,400	3,400	3,400
LIBRARY PASSPORT FEES	0	0	5,800	5,800	5,800	5,800	5,800
MISC-UNCLASSIFIED	376	4,000	0	0	0	0	0
GENERAL FUND	1,503,092	1,635,057	1,546,060	1,668,270	1,668,270	1,668,270	1,668,270

Total Financing Plan	\$1,511,548	\$1,653,056	\$1,563,760	\$1,685,970	\$1,685,970	\$1,685,970	\$1,685,970

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: COMMUNITY SERVICES
DEPARTMENT: LIBRARY
FUNCTION: GROTON PUBLIC LIBRARY 1063

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5101 REGULAR FULL TIME	1,071,456	1,105,699	1,098,406	1,127,690	1,127,690	1,127,690	1,127,690
5102 PART TIME PERSONNEL	106,492	196,776	118,920	181,112	181,112	181,112	181,112
5104 OVERTIME PAY	5,097	3,706	3,000	4,454	4,454	4,454	4,454
5105 LONGEVITY PAY	4,900	5,110	5,110	5,285	5,285	5,285	5,285
5109 SALARY ADJUSTMENTS	2,927	0	0	0	0	0	0
5110 REGULAR PART TIME	23,398	0	25,460	26,448	26,448	26,448	26,448
5151 SOCIAL SECURITY	87,616	100,315	98,299	99,816	99,816	99,816	99,816

Total Personnel Services	\$1,301,886	\$1,411,606	\$1,349,195	\$1,444,805	\$1,444,805	\$1,444,805	\$1,444,805

OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	2,671	6,250	6,000	6,250	6,250	6,250	6,250
5210 PROFESS DEVELOP/TRAI	2,099	3,350	2,010	3,350	3,350	3,350	3,350
5220 UTILITIES/FUEL/MILEA	544	300	450	1,100	1,100	1,100	1,100
5260 REPAIRS & MAINT-FAC/	199	3,000	500	2,300	2,300	2,300	2,300
5261 SOFTWARE MAINT FEES	28,588	42,350	33,118	42,350	42,350	42,350	42,350
5281 OCCUPATIONAL HEALTH	426	0	0	0	0	0	0
5290 PROFESS/TECHNICAL SE	24,033	17,800	16,037	17,415	17,415	17,415	17,415
5300 MATERIALS & SUPPLIES	146,157	168,400	156,450	168,400	168,400	168,400	168,400
5400 EQUIP/MACHINRY& FURN	1,768	0	0	0	0	0	0
5410 COMPUTER EQUIPMENT	3,177	0	0	0	0	0	0

Total Operating Expenses	\$209,662	\$241,450	\$214,565	\$241,165	\$241,165	\$241,165	\$241,165

GRAND TOTAL	\$1,511,548	\$1,653,056	\$1,563,760	\$1,685,970	\$1,685,970	\$1,685,970	\$1,685,970

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: COMMUNITY SERVICES
DEPARTMENT: LIBRARY
FUNCTION: GROTON PUBLIC LIBRARY 1063

	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

FULL TIME EMPLOYEE (FTE) ANALYSIS						

DIR OF LIBRARY SERVICES	1.00	1.00	1.00	1.00	1.00	1.00
ASST. DIR OF LIBRARY SERV	1.00	1.00	1.00	1.00	1.00	1.00
LIBRARIAN II	4.00	4.00	4.00	4.00	4.00	4.00
LIBRARIAN I - CIRCULATION	1.00	1.00	1.00	1.00	1.00	1.00
LIBRARIAN I - PUBLIC SERV	4.00	4.00	4.00	4.00	4.00	4.00
MUNICIPAL VIDEO SPECIALST	1.00	1.00	1.00	1.00	1.00	1.00
LIBRARY ASSISTANT I	1.00	1.00	1.00	1.00	1.00	1.00
MUNICIPAL VIDEO TECH	1.00	1.00	1.00	1.00	1.00	1.00
FINANCIAL ASST II 35 HRS	1.00	1.00	1.00	1.00	1.00	1.00
OFFICE ASSISTANT II (35)	2.00	2.00	2.00	2.00	2.00	2.00

Total FTE Personnel	17.00	17.00	17.00	17.00	17.00	17.00

FTE SALARIES & WAGES						

DIR OF LIBRARY SERVICES	96,507	96,507	98,919	98,919	98,919	98,919
ASST. DIR OF LIBRARY SERV	89,207	89,207	91,437	91,437	91,437	91,437
LIBRARIAN II	284,749	284,793	290,489	290,489	290,489	290,489
LIBRARIAN I - CIRCULATION	63,221	63,214	64,478	64,478	64,478	64,478
LIBRARIAN I - PUBLIC SERV	240,081	232,758	240,805	240,805	240,805	240,805
MUNICIPAL VIDEO SPECIALST	78,921	78,922	80,500	80,500	80,500	80,500
LIBRARY ASSISTANT I	46,564	46,569	48,452	48,452	48,452	48,452
MUNICIPAL VIDEO TECH	47,743	47,746	49,675	49,675	49,675	49,675
FINANCIAL ASST II 35 HRS	51,777	51,773	53,879	53,879	53,879	53,879
OFFICE ASSISTANT II (35)	106,930	106,916	109,054	109,054	109,054	109,054

Total FTE Salaries & Wages	\$1,105,699	\$1,098,404	\$1,127,690	\$1,127,690	\$1,127,690	\$1,127,690

BorrowIT CT #3310

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

The overall decrease in this budget is \$5,000 or 20%.

Background

BorrowIT CT, a state cooperative program, was established in 1974 to allow Connecticut residents the ability to use their library cards to borrow materials from any of the 191 participating public libraries in the state. Participating libraries are reimbursed for these loans and provided distribution of materials through a delivery system (DeliverIT CT) by the CT State Library.

BorrowIT CT funding received is for library purposes only and covered by *CT State Statute Regulations of Connecticut State Agencies, Section 11-31*.

Summary

This year the Groton Public Library is budgeting \$20,000 for FYE 2023. Funding is allocated and dispersed to libraries in late April after the Town of Groton budget deliberations. The library plans on using BorrowIT funding this year on two servers that were originally placed in a Capital Improvement Project (CIP) slated for this budget cycle as well as additional wireless hubs for the library. State funding for this program has declined in recent years and future funding continues to be uncertain.

Cost Center 0 – BorrowIT CT

BorrowIT CT covers a variety of library services. In past years, funding was used to purchase the software system that runs the day-to-day business of the library. Having moved this system in the library's operating budget in 2021, the library now uses this funding on a variety of technology upgrades, local history projects, and other services, that require additional funds outside of the general operating budget.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: SPEC REV FUNDS-OTHER
DEPARTMENT: LIBRARY
FUNCTION: BORROWIT CT 3310

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	17,656	25,000	20,000	20,000	20,000	20,000	20,000
Total Appropriation	\$17,656	\$25,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000

COST CENTERS							

33100 BORROWIT CT	17,656	25,000	20,000	20,000	20,000	20,000	20,000
Total Cost Centers	\$17,656	\$25,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000

FINANCING PLAN							

INTEREST INCOME	54	50	50	50	50	50	50
CONNECTICARD GRANT	23,184	25,000	20,000	20,000	20,000	20,000	20,000
Total Financing Plan	\$23,238	\$25,050	\$20,050	\$20,050	\$20,050	\$20,050	\$20,050

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: SPEC REV FUNDS-OTHER
DEPARTMENT: LIBRARY
FUNCTION: BORROWIT CT 3310

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5261 SOFTWARE MAINT FEES	17,140	25,000	20,000	20,000	20,000	20,000	20,000
5410 COMPUTER EQUIPMENT	516	0	0	0	0	0	0
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Total Operating Expenses	\$17,656	\$25,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
GRAND TOTAL	\$17,656	\$25,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000

**TOWN OF GROTON, CT
FYE 2023 Adopted Budget**

BorrowIT CT FUND REVENUES: #3310

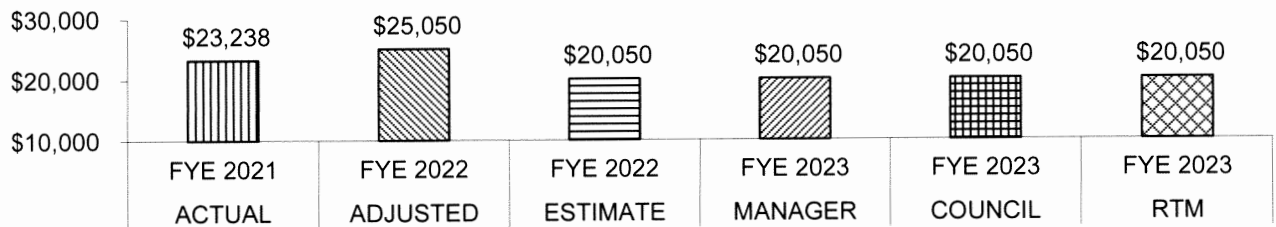
Interest Income - represents income earned on the short-term investment of funds not required for immediate expenses.

BorrowIT CT - a Grant which reimburses the Library for services rendered to nonresidents. It is unknown if this grant will be received in FYE 2023.

Fund Balance Applied - represents that amount of unassigned Fund Balance in the BorrowIT CT Fund to be used to fund the budget for the fiscal year

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023
4412 Interest Income	\$ 54	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50
4745 BorrowIT CT Grant	\$ 23,184	\$ 25,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
4999 Fund Balance Applied	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 23,238	\$ 25,050	\$ 20,050	\$ 20,050	\$ 20,050	\$ 20,050

BorrowIT CT Fund Revenues



PARKS & RECREATION #1064

Final FYE 2023 Budget Result: During budget deliberations the Town Council increased this function by \$82,598. The RTM sustained this action.

The overall increase in this budget is \$253,991 or 14.3%. Personnel Services are up \$228,800 and operating expenses are up \$25,191.

Background

The Parks and Recreation Department strives to positively impact Groton's quality of place through our strategic community partnerships and four pillars of service (health and wellness, social equity, conservation, economic impact).

Driven by our Mission, to build up Groton as a happy, healthy, more connected community and guided by our Strategic Plan, the department will continue to: deliver excellent program, services, facilities to meet community needs; commit to utilizing best practices; cultivate a diverse department workforce; and protect the community's natural resources and infrastructure. Initiatives include: partnering with the BOE to reach students with food insecurity; creating recreational opportunities for under-served communities through an after-school drop-in program; achieving agency accreditation; and improve athletic field and park accessibility.

The adopted budget of \$2,029,566 is a 14.3% increase over the FYE22 budget. The increase is attributed to a number of factors. Expenses previously financed through the 3240 Fund appear in this account due to the pandemic's depletion of the 3240 account fund balance.

Summary

The adopted budget includes an increase of \$253,991. This increase is due to moving two food concession positions and a PT programmer previously funded from the 3240 account. Increasing a .5 FTE position in the Parks division to a 1.0 FTE to address the increase of trails and facilities the department is responsible for maintaining. Increasing a PT position for drop-in programming at the community center. Additional funding includes materials and supplies costs associated with necessary repairs and maintenance of aging recreational amenities and equipment and investments in technology to maintain level services and improve operational efficiency.

Cost Center 0 – Leadership & General Support

Provides leadership and direction for short and long term fiscal and operational planning based on identified community needs. Executes priorities based on departments Strategic Plan. Implements and maintain standards for Agency Accreditation across all divisions within the department.

Cost Center 2 – Programs and Events

Foster health and well-being by offering accessible recreation programming, affordable essential services and resources that support active lifestyles. Commit to delivering excellence in programming and services and to connect neighbors through clear communication, convenient access to information about parks, programming and financial aid.

Cost Center 4 – 55+ Food Concession

Serve affordable healthy meals to seniors as part of a balanced approach to a healthy lifestyle. It includes part-time office/accounting support associated with the Senior Food Concession and kitchen chef. A "Grab and Go"

meal option is available. Meals are served Monday – Friday, from 8:30-10:30 and 11:15-12:45. All meals are prepared as reduced sodium and fat. A salad bar and healthy snack options are available.

Cost Center 5 – 55+ Transportation Program

Responsible for essential services that support independent living by providing transportation for medical, shopping and banking appointments. Keeping 55+ citizens connected to the community and providing accessibility to health and wellness programs and services.

Cost Center 6 – 55+ Programs & Services

55+ programs and services encourage and develop physical, mental and social well-being of citizens through various programs and wellness services. Programs also create opportunities to keep citizens connected to the community through outreach activities.

Cost Center 8 – Parks & Forestry

We act as a steward of Groton's parks, trails and public beaches – conserving natural resources by using best practices to manage open spaces and coastal shorelines. Work includes: athletic field maintenance, landscaping, tree care and trail maintenance. It provides landscaping to numerous municipal building and non-park properties. Work also includes working with Groton Public Schools in maintaining some of their properties.

Cost Center A – Community Events

Offer community focused events that connect neighborhoods to the larger community, including annual community wide celebrations: Fourth of July Parade, Thames River Fireworks at Fort Griswold, and the Holiday Kickoff Celebration.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: COMMUNITY SERVICES
DEPARTMENT: PARKS & RECREATION
FUNCTION: PARKS & RECREATION 1064

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Personnel Services	1,372,060	1,560,276	1,558,836	1,706,478	1,706,478	1,789,076	1,789,076
Operating Expenses	158,764	215,299	216,739	240,490	240,490	240,490	240,490

Total Appropriation	\$1,530,824	\$1,775,575	\$1,775,575	\$1,946,968	\$1,946,968	\$2,029,566	\$2,029,566

COST CENTERS							

10640 LEADERSHIP/GEN SUPPT	242,961	182,551	178,814	187,587	187,587	187,587	187,587
10642 PROGRAMS & EVENTS	286,553	419,963	417,021	414,565	414,565	414,565	414,565
10644 SR FOOD CONCESSION	75,145	77,371	118,422	122,756	122,756	122,756	122,756
10645 SR TRANSPORTATION PR	81,004	174,801	144,599	180,511	180,511	180,511	180,511
10646 SR PROGRAMS & SERVIC	270,965	300,675	295,532	340,767	340,767	373,507	373,507
10648 PARKS MAINTENANCE	573,221	606,244	613,067	672,814	672,814	722,672	722,672
1064A COMMUNITY EVENTS	975	13,970	8,120	27,968	27,968	27,968	27,968

Total Cost Centers	\$1,530,824	\$1,775,575	\$1,775,575	\$1,946,968	\$1,946,968	\$2,029,566	\$2,029,566

FINANCING PLAN							

FEMA REIMBURSEMENT	1,436	0	0	0	0	0	0
BOE-FHS/GRND MOWING	61,914	63,771	63,771	65,684	65,684	65,684	65,684
SENIOR CTR FEES	1,802	2,500	2,000	2,800	2,800	2,800	2,800
COMMUNITY EVENTS	0	0	0	5,000	5,000	5,000	5,000
MISC-UNCLASSIFIED	294	0	0	0	0	0	0
LEASE FEES	100	0	0	0	0	0	0
GENERAL FUND	1,465,278	1,709,304	1,709,804	1,873,484	1,873,484	1,956,082	1,956,082

Total Financing Plan	\$1,530,824	\$1,775,575	\$1,775,575	\$1,946,968	\$1,946,968	\$2,029,566	\$2,029,566

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: COMMUNITY SERVICES
DEPARTMENT: PARKS & RECREATION
FUNCTION: PARKS & RECREATION 1064

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5101 REGULAR FULL TIME	1,214,968	1,251,845	1,251,239	1,301,770	1,301,770	1,301,770	1,301,770
5102 PART TIME PERSONNEL	4,746	56,342	62,250	80,479	80,479	80,479	80,479
5103 SEASONAL PERSONNEL	30,546	51,744	47,671	58,560	58,560	58,560	58,560
5104 OVERTIME PAY	10,047	14,300	10,600	14,286	14,286	14,286	14,286
5105 LONGEVITY PAY	2,798	2,908	2,909	2,998	2,998	2,998	2,998
5109 SALARY ADJUSTMENTS	0	0	0	0	0	82,598	82,598
5110 REGULAR PART TIME	14,883	71,112	72,000	125,611	125,611	125,611	125,611
5111 PREMIUM PAY/OUT OF C	172	250	250	250	250	250	250
5117 ALLOWANCES	1,215	1,250	1,250	1,350	1,350	1,350	1,350
5151 SOCIAL SECURITY	92,685	110,525	110,667	121,174	121,174	121,174	121,174

Total Personnel Services	\$1,372,060	\$1,560,276	\$1,558,836	\$1,706,478	\$1,706,478	\$1,789,076	\$1,789,076

OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	1,797	3,402	2,930	3,940	3,940	3,940	3,940
5210 PROFESS DEVELOP/TRAI	5,179	10,455	6,630	14,425	14,425	14,425	14,425
5220 UTILITIES/FUEL/MILEA	5,393	7,460	7,350	7,500	7,500	7,500	7,500
5230 PYMNTS/CONTRIBUTIONS	0	40,000	40,000	20,000	20,000	20,000	20,000
5260 REPAIRS & MAINT-FAC/	98	2,105	6,845	7,605	7,605	7,605	7,605
5261 SOFTWARE MAINT FEES	4,028	5,374	7,422	8,330	8,330	8,330	8,330
5281 OCCUPATIONAL HEALTH	3,519	3,950	4,100	4,350	4,350	4,350	4,350
5290 PROFESS/TECHNICAL SE	44,312	43,253	44,325	57,125	57,125	57,125	57,125
5300 MATERIALS & SUPPLIES	64,804	72,750	67,315	77,615	77,615	77,615	77,615
5310 VEHICLE OPER/MAINT	25,627	12,600	15,600	16,000	16,000	16,000	16,000
5400 EQUIP/MACHINRY& FURN	3,887	13,950	14,222	23,600	23,600	23,600	23,600
5410 COMPUTER EQUIPMENT	120	0	0	0	0	0	0

Total Operating Expenses	\$158,764	\$215,299	\$216,739	\$240,490	\$240,490	\$240,490	\$240,490

GRAND TOTAL	\$1,530,824	\$1,775,575	\$1,775,575	\$1,946,968	\$1,946,968	\$2,029,566	\$2,029,566

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: COMMUNITY SERVICES
DEPARTMENT: PARKS & RECREATION
FUNCTION: PARKS & RECREATION 1064

	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

FULL TIME EMPLOYEE (FTE) ANALYSIS						

DIRECTOR OF PARKS & REC	1.00	1.00	1.00	1.00	1.00	1.00
MGR GOLF COURSE & PARKS	0.25	0.25	0.25	0.25	0.25	0.25
MGR RECREATION SERVICES	1.00	1.00	1.00	1.00	1.00	1.00
SR CENTER SUPERVISOR	1.00	1.00	1.00	1.00	1.00	1.00
PROGRAM SUPER SR CENTER	2.00	2.00	2.00	2.00	2.00	2.00
PROGRAM SUPER REC	2.00	2.00	2.00	2.00	2.00	2.00
COMMUNITY OUTREACH COORD.	1.00	1.00	1.00	1.00	1.00	1.00
FOOD SERVICE SUPERVISOR	1.00	1.00	1.00	1.00	1.00	1.00
FINANCIAL ASST I 35 HRS	1.00	1.00	1.00	1.00	1.00	1.00
OFFICE ASSISTANT II (35)	3.00	3.00	3.00	3.00	3.00	3.00
PARKS LEADER	1.00	1.00	1.00	1.00	1.00	1.00
EQUIPMENT MECHANIC	1.00	1.00	1.00	1.00	1.00	1.00
GROUNDSKEEPER	1.00	1.00	1.00	1.00	1.00	1.00
MAINTAINER	2.50	2.50	3.00	3.00	3.00	3.00

Total FTE Personnel	18.75	18.75	19.25	19.25	19.25	19.25

FTE SALARIES & WAGES						

DIRECTOR OF PARKS & REC	113,526	113,526	116,364	116,364	116,364	116,364
MGR GOLF COURSE & PARKS	23,208	23,208	23,789	23,789	23,789	23,789
MGR RECREATION SERVICES	88,623	88,623	90,838	90,838	90,838	90,838
SR CENTER SUPERVISOR	83,281	83,281	85,363	85,363	85,363	85,363
PROGRAM SUPER SR CENTER	127,369	127,373	131,588	131,588	131,588	131,588
PROGRAM SUPER REC	130,997	130,996	133,616	133,616	133,616	133,616
COMMUNITY OUTREACH COORD.	72,106	72,112	74,202	74,202	74,202	74,202
FOOD SERVICE SUPERVISOR	46,583	46,583	47,748	47,748	47,748	47,748
FINANCIAL ASST I 35 HRS	50,580	50,583	52,624	52,624	52,624	52,624
OFFICE ASSISTANT II (35)	153,666	153,296	158,396	158,396	158,396	158,396
PARKS LEADER	82,180	82,119	84,722	84,722	84,722	84,722
EQUIPMENT MECHANIC	72,209	72,203	73,647	73,647	73,647	73,647
GROUNDSKEEPER	64,389	64,394	65,682	65,682	65,682	65,682
MAINTAINER	143,128	142,943	163,193	163,193	163,193	163,193

Total FTE Salaries & Wages	\$1,251,844	\$1,251,239	\$1,301,770	\$1,301,770	\$1,301,770	\$1,301,770

Shennecossett Golf Course #2010

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

The overall increase in this budget is \$158,351 or 12%. Personnel Services are up \$89,906 and operating expenses are up \$68,445.

Background

Shennecossett is a historic links style course designed by Donald Ross. The course operates through a special revenue fund that is funded by season pass holders and daily greens fees. All operating costs (health insurance, retirement, OPEB, etc.) are paid through this fund.

Shennecossett has received numerous accolades, most recently being recognized as one of the top 100 Best Value Courses in the country. The course is also a Certified Audubon Golf Sanctuary, for adopting conservation friendly operational practices.

Summary

The adopted budget includes an increase of \$158,351. The increase is due to increasing a .5 FTE position to a 1.0 FTE and increases in health insurance and retirement. Additional funding includes costs associated with necessary repairs and maintenance of equipment and investments in technology to maintain level services and improve operational efficiency. Rising fuel costs, materials and supplies also contributed to the increase. The adopted budget also includes the replacement of a tri-flex greens mower and a new golf cart lease.

Cost Center 0 – Grounds Maintenance

The Golf Course Superintendent works with the grounds staff to maintain the golf course in the best possible condition while utilizing sound fiscal and environmental stewardship practices in compliance with guidelines in the Shennecossett Best Management Practices Manual and Audubon Sanctuary designation. Improvements are made to various aspects of the course (bunkers, teeing areas, etc.) focusing on golf course conditioning and pace of play.

Cost Center 1 – Customer Service

Management strives to provide a quality golf experience. Surveys are conducted on a biennial basis to provide a process of continually assessing customer service delivery. Implementing various operational practices that reflect the needs of changing golfer expectations towards the goal of increasing rounds played. Those practices include allowing on-line booking of tee times, changes to membership options and more aggressive marketing to attract new or latent golfers. Administer the ranger staff to monitor and improve the pace of play at the course. Provide assistance to outside tournaments, conduct junior/beginner clinics, offer golf lessons and provide a well-stocked golf shop.

Cost Center 2 – Leadership/General Support

Provides leadership and direction for short and long-term fiscal and operational planning. Implements and maintain standards based on the Best Management Practices Manual. This cost center includes costs associated with the support of the golf course operation, including insurance, and credit card processing fees.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OTHER FUNDS
DEPARTMENT: PARKS & RECREATION
FUNCTION: SHENNECOSSETT GOLF COURSE 2010

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Personnel Services	836,847	872,863	861,647	962,769	962,769	962,769	962,769
Operating Expenses	366,585	443,289	445,364	511,734	511,734	511,734	511,734

Total Appropriation	\$1,203,432	\$1,316,152	\$1,307,011	\$1,474,503	\$1,474,503	\$1,474,503	\$1,474,503

COST CENTERS							

20100 GROUNDS MAINTENANCE	804,750	700,011	690,170	795,183	795,183	795,183	795,183
20101 CUSTOMER SERVICE	310,146	278,461	279,161	302,235	302,235	302,235	302,235
20102 LEADERSHIP/GEN SUPPT	88,536	337,680	337,680	377,085	377,085	377,085	377,085

Total Cost Centers	\$1,203,432	\$1,316,152	\$1,307,011	\$1,474,503	\$1,474,503	\$1,474,503	\$1,474,503

FINANCING PLAN							

INTEREST INCOME	27	0	200	200	200	200	200
FEMA REIMBURSEMENT	131	0	0	0	0	0	0
MISC-UNCLASSIFIED	4	0	0	0	0	0	0
SEASON MEMBERSHIPS	377,135	338,795	395,570	407,437	407,437	407,437	407,437
GREENS FEES	782,010	802,207	764,099	765,000	765,000	765,000	765,000
CART RENTALS	259,337	217,631	254,233	279,656	279,656	279,656	279,656
LEASE FEES	38,200	38,800	38,800	39,400	39,400	39,400	39,400

Total Financing Plan	\$1,456,844	\$1,397,433	\$1,452,902	\$1,491,693	\$1,491,693	\$1,491,693	\$1,491,693

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OTHER FUNDS
DEPARTMENT: PARKS & RECREATION
FUNCTION: SHENNECOSSETT GOLF COURSE 2010

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5101 REGULAR FULL TIME	401,514	417,382	417,108	461,164	461,164	461,164	461,164
5102 PART TIME PERSONNEL	43,273	46,718	46,718	49,084	49,084	49,084	49,084
5103 SEASONAL PERSONNEL	38,815	51,792	41,545	58,434	58,434	58,434	58,434
5104 OVERTIME PAY	31,401	39,300	39,300	39,650	39,650	39,650	39,650
5105 LONGEVITY PAY	1,363	1,438	1,438	1,513	1,513	1,513	1,513
5111 PREMIUM PAY/OUT OF C	(1,225)	250	250	500	500	500	500
5116 WAGE CONTINUATION	51	0	0	0	0	0	0
5117 ALLOWANCES	5,790	6,050	6,050	6,150	6,150	6,150	6,150
5151 SOCIAL SECURITY	34,567	43,064	42,369	47,278	47,278	47,278	47,278
5152 RETIREMENT	62,759	69,038	69,038	77,721	77,721	77,721	77,721
5153 HEALTH INSURANCE	169,059	172,202	172,202	197,700	197,700	197,700	197,700
5155 WORKER'S COMP	14,506	12,956	12,956	9,806	9,806	9,806	9,806
5158 LIFE INSURANCE	449	466	466	585	585	585	585
5170 OTHER POSTEMPLOY BEN	34,525	12,207	12,207	13,184	13,184	13,184	13,184

Total Personnel Services	\$836,847	\$872,863	\$861,647	\$962,769	\$962,769	\$962,769	\$962,769
OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	663	2,000	2,000	2,000	2,000	2,000	2,000
5210 PROFESS DEVELOP/TRAI	4,265	3,525	3,900	4,300	4,300	4,300	4,300
5220 UTILITIES/FUEL/MILEA	131,327	124,514	124,514	142,322	142,322	142,322	142,322
5230 PYMNTS/CONTRIBUTIONS	0	250	250	250	250	250	250
5260 REPAIRS & MAINT-FAC/	2,483	2,610	3,610	3,610	3,610	3,610	3,610
5261 SOFTWARE MAINT FEES	3,540	3,840	3,840	3,840	3,840	3,840	3,840
5280 INSURANCE/RISK MGMT	25,442	27,996	27,996	34,648	34,648	34,648	34,648
5281 OCCUPATIONAL HEALTH	1,258	2,800	2,500	2,600	2,600	2,600	2,600
5290 PROFESS/TECHNICAL SE	77,622	73,522	73,522	81,739	81,739	81,739	81,739
5300 MATERIALS & SUPPLIES	73,943	72,600	73,600	79,600	79,600	79,600	79,600
5310 VEHICLE OPER/MAINT	16,289	15,000	15,000	17,000	17,000	17,000	17,000
5316 VEHICLE MAINT FEE	1,750	1,750	1,750	1,825	1,825	1,825	1,825
5318 COMPUTER REPLMNT FEE	600	600	600	0	0	0	0
5400 EQUIP/MACHINRY& FURN	1,588	82,282	82,282	48,000	48,000	48,000	48,000
5410 COMPUTER EQUIPMENT	404	0	0	0	0	0	0
5420 VEHICLES	25,411	0	0	0	0	0	0
5460 RESERVE FUND/EQUIPME	0	30,000	30,000	90,000	90,000	90,000	90,000

Total Operating Expenses	\$366,585	\$443,289	\$445,364	\$511,734	\$511,734	\$511,734	\$511,734
GRAND TOTAL	\$1,203,432	\$1,316,152	\$1,307,011	\$1,474,503	\$1,474,503	\$1,474,503	\$1,474,503

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OTHER FUNDS
DEPARTMENT: PARKS & RECREATION
FUNCTION: SHENNECOSSETT GOLF COURSE 2010

	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

FULL TIME EMPLOYEE (FTE) ANALYSIS						

MGR GOLF COURSE & PARKS	0.75	0.75	0.75	0.75	0.75	0.75
GOLF PROFESSIONAL	1.00	1.00	1.00	1.00	1.00	1.00
EQUIPMENT MECHANIC	1.00	1.00	1.00	1.00	1.00	1.00
GROUNDKEEPER	2.00	2.00	2.00	2.00	2.00	2.00
MAINTAINER	1.50	1.50	2.00	2.00	2.00	2.00

Total FTE Personnel	6.25	6.25	6.75	6.75	6.75	6.75
FTE SALARIES & WAGES						

MGR GOLF COURSE & PARKS	69,625	69,625	71,366	71,366	71,366	71,366
GOLF PROFESSIONAL	76,935	76,935	78,858	78,858	78,858	78,858
EQUIPMENT MECHANIC	57,914	57,820	61,317	61,317	61,317	61,317
GROUNDKEEPER	128,777	128,788	131,364	131,364	131,364	131,364
MAINTAINER	84,131	83,941	118,259	118,259	118,259	118,259

Total FTE Salaries & Wages	\$417,383	\$417,109	\$461,164	\$461,164	\$461,164	\$461,164

**TOWN OF GROTON, CT
FYE 2023 Adopted Budget**

GOLF COURSE FUND REVENUES: #2010

Revenues for FYE 2023 golf course operations reflect the 2022 calendar year rates.

Season Memberships - represents annual payment to use the facility on a space available basis. Prices range from \$325 for a youth pass to \$2,950 for a non-resident family pass.

Greens Fees - represents the cost of one round of nine or eighteen holes of golf. The rates range from a \$20 youth rate to a \$52 rate for weekend non-resident eighteen holes. Additionally, there are Twilight and Winter rates of \$22 - \$33.

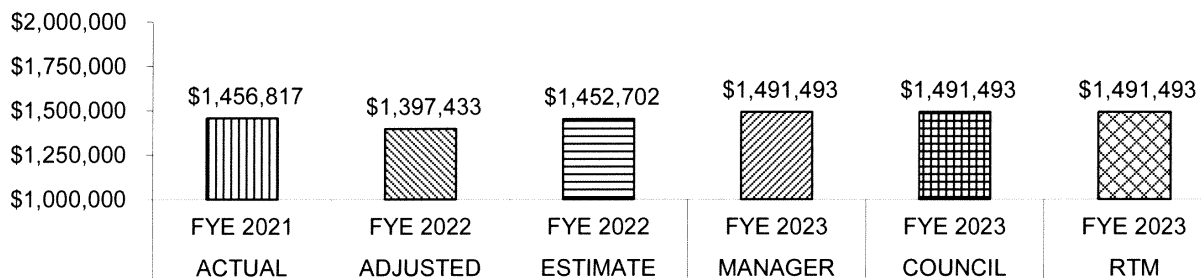
Cart Rentals - cart rentals are fixed at \$20 per person for eighteen holes, \$13 per person for nine holes, and \$15 per person for senior citizens before 9:00 a.m.

Lease Fees - represents lease payments received from the Par Four Restaurant.

Fund Balance Applied - represents the amount of unassigned fund balance in the Golf Course Fund to be used to fund the budget for the fiscal year.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023
4412 Interest Income	\$ 27	\$ -	\$ 200	\$ 200	\$ 200	\$ 200
4510 FEMA Reimbursement	\$ 131	\$ -	\$ -	\$ -	\$ -	\$ -
4733 Misc-Unclassified	\$ 4	\$ -	\$ -	\$ -	\$ -	\$ -
4736 Season Memberships	\$ 377,135	\$ 338,795	\$ 395,570	\$ 407,437	\$ 407,437	\$ 407,437
4737 Greens Fees	\$ 782,010	\$ 802,207	\$ 764,099	\$ 765,000	\$ 765,000	\$ 765,000
4738 Cart Rentals	\$ 259,337	\$ 217,631	\$ 254,233	\$ 279,656	\$ 279,656	\$ 279,656
4741 Lease Fees	\$ 38,200	\$ 38,800	\$ 38,800	\$ 39,400	\$ 39,400	\$ 39,400
4999 Fund Balance Applied	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 1,456,817	\$ 1,397,433	\$ 1,452,702	\$ 1,491,493	\$ 1,491,493	\$ 1,491,493

Golf Course Fund Revenues



RECREATION & 55+ ACTIVITIES #3240

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

The overall decrease in this budget is \$30,898 or 2.5%. Personnel Services are down \$55,337 and operating expenses are up \$24,439.

Background

This fund helps foster health and well-being by offering accessible recreation programming, affordable essential services and resources that support active lifestyles.

The 3240 budget is funded through program fees and pays for instructor fees, materials and supplies and costs associated with providing those programs and services including: software registration, brochure development and some part-time positions.

Summary

The adopted budget includes a decrease of \$30,898 mostly due to personnel changes. Fewer summer camp staff will be hired due to summer camp being offered at one site and moving three part-time positions into the 1064 account. Increases are due to additional bussing required to transport campers to the one summer camp site, replacing aging and broken equipment and costs associated with program and service delivery.

Cost Center 1 – Recreation Programs

Provides affordable programs that meet the community's need for recreational, sports, social and cultural opportunities, while continuing to adapt our program offerings to meet the changing demands and interests of the community. Programs are offered for people of all ages, interests and abilities.

Staffs summer camp sites for children ages 5-13, a pre-school camp experience for younger children and an adventure camp for teens.

Cost Center 5 – 55+ Programs

55+ programs and services encourage and develop physical, mental and social well-being of citizens through various exercise programs and wellness services. Programs also create opportunities to keep citizens connected to the community through outreach activities. Outdoor Adventure Travel (OATS) focus on the more adventuresome senior and include hiking, snowshoeing, ropes course, zip lines and much more. Additional programs include overnight and multi-day trips. Trips are open to the public and family trips, as well as 55+ specific trips, are planned.

Cost Center 6 – 55+ Food Concession

Serve affordable healthy meals to seniors as part of a balanced approach to a healthy lifestyle. Revenue collected pays for the food, supplies and equipment expenses.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OTHER FUNDS
DEPARTMENT: PARKS & RECREATION
FUNCTION: REC & SENIOR ACTIVITIES 3240

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Personnel Services	277,854	710,511	511,048	655,174	655,174	655,174	655,174
Operating Expenses	177,158	541,191	371,620	565,630	565,630	565,630	565,630

Total Appropriation	\$455,012	\$1,251,702	\$882,668	\$1,220,804	\$1,220,804	\$1,220,804	\$1,220,804

COST CENTERS							

32401 RECREATION PROGRAMS	294,026	856,216	661,228	885,859	885,859	885,859	885,859
32405 SENIOR PROGRAMS	76,998	281,465	149,190	252,839	252,839	252,839	252,839
32406 SENIOR FOOD CONCESSI	83,988	114,021	72,250	82,106	82,106	82,106	82,106

Total Cost Centers	\$455,012	\$1,251,702	\$882,668	\$1,220,804	\$1,220,804	\$1,220,804	\$1,220,804

FINANCING PLAN							

FEMA REIMBURSEMENT	2,318	0	0	0	0	0	0
MISC STATE REVENUE	713	0	0	0	0	0	0
SENIOR PROGRAMS	30,743	260,320	105,000	244,738	244,738	244,738	244,738
SR CTR FOOD CONCESSION	44,672	82,000	70,000	81,000	81,000	81,000	81,000
RECREATION PROGRAMS	259,204	798,714	425,000	815,176	815,176	815,176	815,176
MISC-UNCLASSIFIED	900	0	0	0	0	0	0
PAYMENTS FROM OTHER FUNDS	0	0	0	260,755	260,755	260,755	260,755
FUND BALANCE APPLIED	116,462	110,668	282,668	0	0	0	0

Total Financing Plan	\$455,012	\$1,251,702	\$882,668	\$1,401,669	\$1,401,669	\$1,401,669	\$1,401,669

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OTHER FUNDS
DEPARTMENT: PARKS & RECREATION
FUNCTION: REC & SENIOR ACTIVITIES 3240

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

PERSONNEL SERVICES							

5102 PART TIME PERSONNEL	142,203	413,337	296,000	420,899	420,899	420,899	420,899
5103 SEASONAL PERSONNEL	81,934	196,439	180,000	184,921	184,921	184,921	184,921
5104 OVERTIME PAY	1,450	500	2,000	3,101	3,101	3,101	3,101
5110 REGULAR PART TIME	30,983	48,853	0	0	0	0	0
5151 SOCIAL SECURITY	19,661	50,424	33,048	46,253	46,253	46,253	46,253
5152 RETIREMENT	1,623	958	0	0	0	0	0

Total Personnel Services	\$277,854	\$710,511	\$511,048	\$655,174	\$655,174	\$655,174	\$655,174

OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	1,753	20,900	8,100	26,300	26,300	26,300	26,300
5210 PROFESS DEVELOP/TRAI	1,520	4,810	1,930	2,430	2,430	2,430	2,430
5260 REPAIRS & MAINT-FAC/	3,112	8,760	3,530	8,780	8,780	8,780	8,780
5261 SOFTWARE MAINT FEES	10,295	9,491	8,910	10,800	10,800	10,800	10,800
5281 OCCUPATIONAL HEALTH	(182)	0	0	0	0	0	0
5290 PROFESS/TECHNICAL SE	99,079	339,165	214,150	335,730	335,730	335,730	335,730
5300 MATERIALS & SUPPLIES	61,375	149,500	135,000	158,390	158,390	158,390	158,390
5400 EQUIP/MACHINRY& FURN	206	8,565	0	23,200	23,200	23,200	23,200

Total Operating Expenses	\$177,158	\$541,191	\$371,620	\$565,630	\$565,630	\$565,630	\$565,630

GRAND TOTAL	\$455,012	\$1,251,702	\$882,668	\$1,220,804	\$1,220,804	\$1,220,804	\$1,220,804

**TOWN OF GROTON, CT
FYE 2023 Adopted Budget**

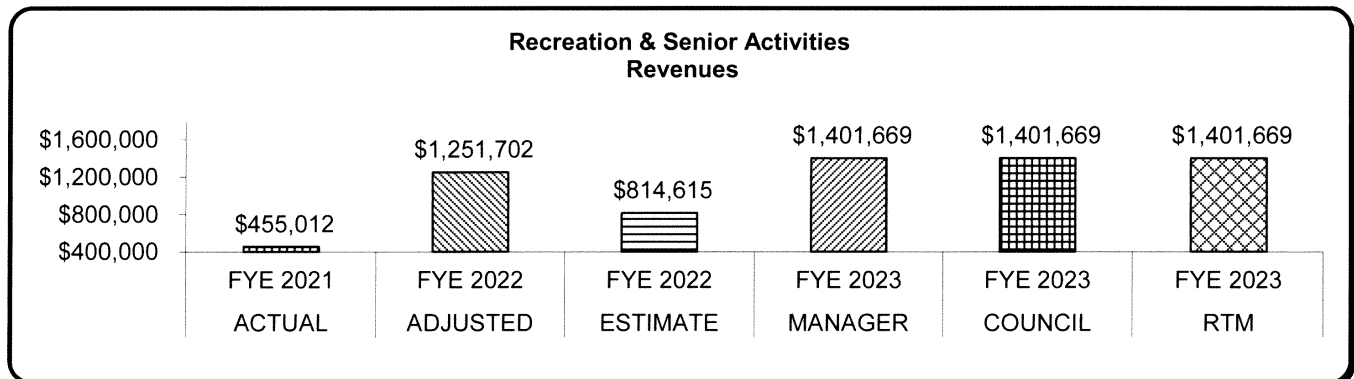
RECREATION & SENIOR ACTIVITIES REVENUES: #3240

Each account below represents the revenue derived from a particular area of programs.

Payments from Other Funds: represents the amount that the General Fund will contribute to the operation of this fund to offset losses related to CoVid for FYE2021 and FYE2022

Fund Balance Applied - represents that amount of unassigned Fund Balance in the Recreation & Senior Activities Fund to be used to fund the budget for the next fiscal year.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023
4510 FEMA Reimbursement	\$ 2,318	\$ -	\$ -	\$ -	\$ -	\$ -
4556 Misc State Revenue	\$ 713	\$ -	\$ -	\$ -	\$ -	\$ -
4672B Senior Programs	\$ 30,743	\$ 260,320	\$ 105,000	\$ 244,738	\$ 244,738	\$ 244,738
4672D Senior Center Food Concession	\$ 44,672	\$ 82,000	\$ 70,000	\$ 81,000	\$ 81,000	\$ 81,000
4684B Recreation Programs	\$ 259,204	\$ 798,714	\$ 425,000	\$ 815,176	\$ 815,176	\$ 815,176
4733 Misc-Unclassified	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ -
4766 Payments from Other Funds	\$ -	\$ -	\$ -	\$ 260,755	\$ 260,755	\$ 260,755
4999 Fund Balance Applied	\$ 116,462	\$ 110,668	\$ 214,615	\$ -	\$ -	\$ -
Total	\$ 455,012	\$ 1,251,702	\$ 814,615	\$ 1,401,669	\$ 1,401,669	\$ 1,401,669



CONTRIBUTIONS TO OTHER FUNDS #1073

Final FYE 2023 Budget Result: During budget deliberations the Town Council reduced this function by \$406. The RTM sustained this action.

The overall increase in this budget is \$24,910 or 1.5%.

Cost Center 1 – Revaluation Fund

The contribution to the Revaluation Fund (2120) allows for future revaluations and updating GIS aerial Maps.

Cost Center 3 – Computer Replacement

This is a contribution from the general fund to purchase equipment in Fund 605 as needed.

Cost Center 4 – TIF Fund

This is a contribution from the general fund to the Tax Increment Financing District Master Plan Fund (TIF) as required per the Tax Increment Financing Policy adopted by the Town Council on March 6, 2018 and amended on November 4, 2020 and the Downtown Groton TIF District Master Plan adopted by the Town Council on August 6, 2019 and the City & Town of Groton Joint TIF District Master Plan adopted by the City Council on September 3, 2019 and the Town Council on September 10, 2019.

Cost Center 6 – Fleet Vehicles

For FYE 2023 the department requested \$695,000 for vehicle contributions and was reduced to \$505,000 by the Town Manager.

For FYE 2022 the department requested \$878,575 for vehicle contributions and was reduced to \$633,000 by the Town Manager.

In FYE 2021 \$878,524 was requested which was reduced to \$566,000 by the Town Manager. This amount was reduced further to \$0 by the Town Council and the cut was sustained by the RTM.

In FYE 2020 \$874,651 was requested for vehicle contributions which were reduced to \$706,280.

Cost Center 7 – Fleet Maintenance

In FYE 2019 the maintenance contribution was removed from the departments and they are now included in this function.

Cost Center 8 – Fleet Fuel

In FYE 2019 the fuel contribution was removed from the departments and they are now included in this function.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: CONTR. TO OTHER FUNDS
DEPARTMENT: CONTR. TO OTHER FUNDS
FUNCTION: CONTR. TO OTHER FUNDS 1073

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	1,107,341	1,660,620	1,660,620	2,072,683	1,685,936	1,685,530	1,685,530

Total Appropriation	\$1,107,341	\$1,660,620	\$1,660,620	\$2,072,683	\$1,685,936	\$1,685,530	\$1,685,530

COST CENTERS							

10731 REVALUATION FUND	410,000	300,000	300,000	150,000	150,000	150,000	150,000
10733 COMPUTER REPLACEMENT	64,015	64,515	64,515	0	0	0	0
10734 TIF FUND	0	3,638	3,638	406	406	0	0
10735 REC & SENIOR ACTIVIT	0	0	0	260,755	260,755	260,755	260,755
10736 FLEET VEHICLES	0	633,000	633,000	891,747	505,000	505,000	505,000
10737 FLEET MAINTENANCE	393,750	462,325	462,325	465,375	465,375	465,375	465,375
10738 FLEET FUEL	239,576	197,142	197,142	304,400	304,400	304,400	304,400

Total Cost Centers	\$1,107,341	\$1,660,620	\$1,660,620	\$2,072,683	\$1,685,936	\$1,685,530	\$1,685,530

FINANCING PLAN							

GENERAL FUND	1,107,341	1,660,620	1,660,620	2,072,683	1,685,936	1,685,530	1,685,530

Total Financing Plan	\$1,107,341	\$1,660,620	\$1,660,620	\$2,072,683	\$1,685,936	\$1,685,530	\$1,685,530

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: CONTR. TO OTHER FUNDS
DEPARTMENT: CONTR. TO OTHER FUNDS
FUNCTION: CONTR. TO OTHER FUNDS 1073

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

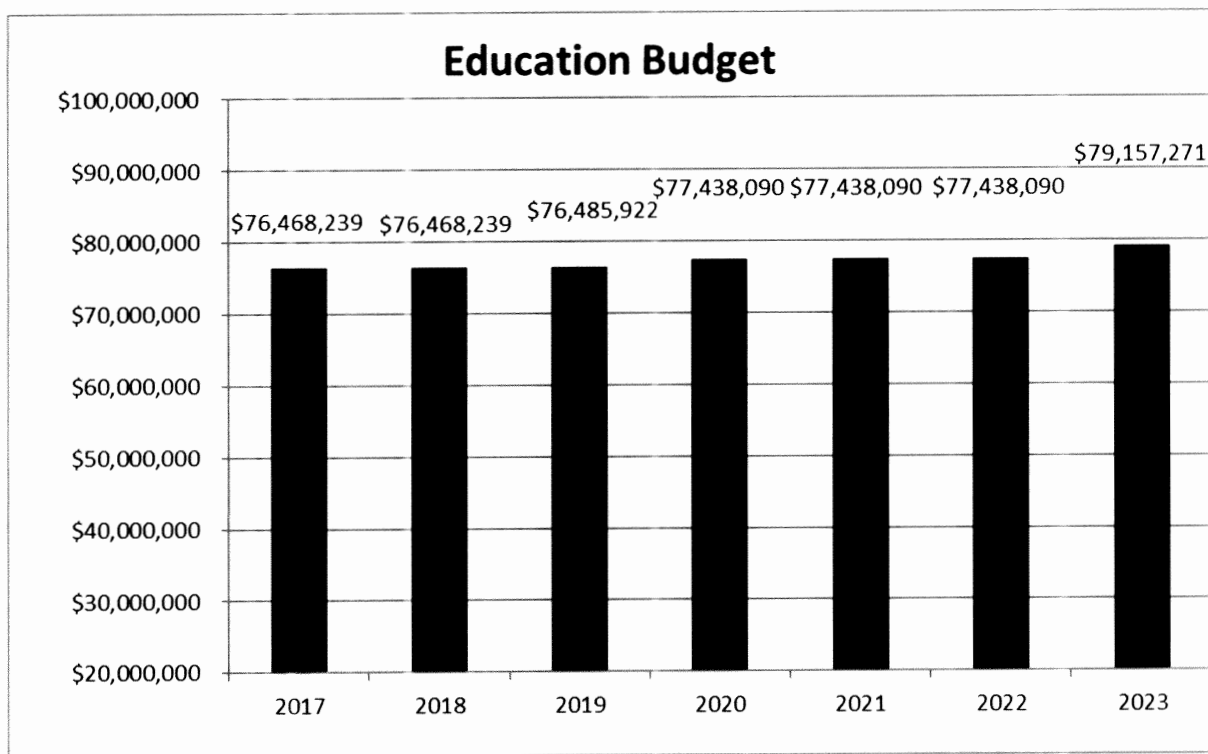
OPERATING EXPENSES							

5230 PYMNTS/CONTRIBUTIONS	1,107,341	1,660,620	1,660,620	2,072,683	1,685,936	1,685,530	1,685,530
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Total Operating Expenses	\$1,107,341	\$1,660,620	\$1,660,620	\$2,072,683	\$1,685,936	\$1,685,530	\$1,685,530
	-----	-----	-----	-----	-----	-----	-----
GRAND TOTAL	\$1,107,341	\$1,660,620	\$1,660,620	\$2,072,683	\$1,685,936	\$1,685,530	\$1,685,530

EDUCATION #1080

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

As per the Town Charter, the Town Manager submitted the Education Budget to the Town Council with no adjustments.



TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: EDUCATION SERVICES
DEPARTMENT: EDUCATION
FUNCTION: EDUCATION 1080

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	77,435,673	77,438,090	77,438,090	79,157,271	79,157,271	79,157,271	79,157,271
Total Appropriation	\$77,435,673	\$77,438,090	\$77,438,090	\$79,157,271	\$79,157,271	\$79,157,271	\$79,157,271

COST CENTERS							

10800 EDUCATION SERVICES	77,435,673	77,438,090	77,438,090	79,157,271	79,157,271	79,157,271	79,157,271
Total Cost Centers	\$77,435,673	\$77,438,090	\$77,438,090	\$79,157,271	\$79,157,271	\$79,157,271	\$79,157,271

FINANCING PLAN							

FEDERAL FUNDS	90,630	192,100	160,998	192,100	192,100	192,100	192,100
EDUC COST SHARING	25,006,069	25,040,045	25,183,030	25,040,045	25,040,045	25,040,045	25,040,045
ADULT EDUCATION	117,310	113,451	116,711	116,103	116,103	116,103	116,103
SPECIAL EDUCATION	998,437	925,000	1,010,911	1,093,637	1,093,637	1,093,637	1,093,637
MAGNET SCHL TRANSPORTATIN	143,000	185,000	123,500	143,000	143,000	143,000	143,000
NON PUBLIC PUPIL SERVICE	18,783	26,246	26,370	26,369	26,369	26,369	26,369
PUPIL IMPACT AID	4,213,846	3,316,515	3,901,177	4,094,283	4,094,283	4,094,283	4,094,283
TUITION-FR OTHR TOWNS	19,006	20,000	1,100	20,000	20,000	20,000	20,000
OTHR SCHOOL RECEIPTS	22,073	16,000	40,589	0	0	0	0
MISC-UNCLASSIFIED	9,377	0	23,000	23,000	23,000	23,000	23,000
GENERAL FUND	46,797,142	47,603,733	46,850,704	48,408,734	48,408,734	48,408,734	48,408,734
Total Financing Plan	\$77,435,673	\$77,438,090	\$77,438,090	\$79,157,271	\$79,157,271	\$79,157,271	\$79,157,271

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: EDUCATION SERVICES
DEPARTMENT: EDUCATION
FUNCTION: EDUCATION 1080

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5230 PYMNTS/CONTRIBUTIONS	77,435,673	77,438,090	77,438,090	79,157,271	79,157,271	79,157,271	79,157,271
	-----	-----	-----	-----	-----	-----	-----
Total Operating Expenses	\$77,435,673	\$77,438,090	\$77,438,090	\$79,157,271	\$79,157,271	\$79,157,271	\$79,157,271
GRAND TOTAL	\$77,435,673	\$77,438,090	\$77,438,090	\$79,157,271	\$79,157,271	\$79,157,271	\$79,157,271

Regional Agencies #1083

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

The overall increase in this budget is \$1,797 or 1.3%.

Cost Center 0 – Southeastern Connecticut Council of Governments

Southeastern Connecticut Council of Governments (SCCOG) municipal dues are based on a per capita rate. Dues are assessed using U.S. Census population data and the City of Groton pays their prorated share of the dues directly.

Cost Center 1 – Southeastern Connecticut Enterprise Region (seCTer)

Southeastern Connecticut Enterprise Region (seCTer) dues are based on per capita rate.

Cost Center 2 – Southeastern Area Transit Authority (SEAT)

Southeastern Area Transit (SEAT) provides both fixed-route transit services and complementary Americans with Disabilities Act paratransit services in the Town and the region.

Cost Center 3 – Southeastern Connecticut Regional Probate Court

On January 3, 2011, the probate courts of Groton, Stonington, North Stonington and Ledyard were consolidated into the new regional probate court. The Town's contribution is a per capita prorated share.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OUTSIDE AGENCIES
DEPARTMENT: REGIONAL AGENCIES
FUNCTION: REGIONAL AGENCIES 1083

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	136,499	136,499	136,499	138,296	138,296	138,296	138,296
Total Appropriation	\$136,499	\$136,499	\$136,499	\$138,296	\$138,296	\$138,296	\$138,296

COST CENTERS							

10830 SE CT COG	16,349	16,349	16,349	15,963	15,963	15,963	15,963
10831 SECTER	14,041	14,041	14,041	13,444	13,444	13,444	13,444
10832 SEAT	92,676	92,676	92,676	95,456	95,456	95,456	95,456
10833 SE CT PROBATE COURT	13,433	13,433	13,433	13,433	13,433	13,433	13,433
Total Cost Centers	\$136,499	\$136,499	\$136,499	\$138,296	\$138,296	\$138,296	\$138,296

FINANCING PLAN							

GENERAL FUND	136,499	136,499	136,499	138,296	138,296	138,296	138,296
Total Financing Plan	\$136,499	\$136,499	\$136,499	\$138,296	\$138,296	\$138,296	\$138,296

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OUTSIDE AGENCIES
DEPARTMENT: REGIONAL AGENCIES
FUNCTION: REGIONAL AGENCIES 1083

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5230 PYMNTS/CONTRIBUTIONS	136,499	136,499	136,499	138,296	138,296	138,296	138,296
Total Operating Expenses	\$136,499	\$136,499	\$136,499	\$138,296	\$138,296	\$138,296	\$138,296
GRAND TOTAL	\$136,499	\$136,499	\$136,499	\$138,296	\$138,296	\$138,296	\$138,296

HEALTH & SERVICE AGENCIES #1084

Final FYE 2023 Budget Result: During budget deliberations the Town Council reduced this function by \$10,000. The RTM then increased this function by \$10,000.

This function includes the Town and City contributions to the Ledge Light Health District; the cost of services provided by the Visiting Nurses Association (VNA) to the Board of Education as well as health promotion activities; requests for funding by Outside Social Service Agencies; libraries, ambulance companies and the Marine Sewage Disposal Service.

Cost Center 0 – Ledge Light Health District

Ledge Light Health District promotes healthy communities and bases its fees on the population of the towns it serves.

Cost Center 1 – VNA (School Health)

VNA/School Health includes RN and Health Aide services as planned by the Board of Education.

Cost Center 2 – VNA (Health Promotion)

The VNA account Health Promotion covers the cost of blood pressure and wellness clinics and indigent care and wellness visits.

Cost Center 3 – Groton Ambulance

The Association was incorporated in 1954 and provides ambulance service to the residents and visitors of Groton.

Cost Center 5 – Service Agencies

Service/Outside Agency requests forwarded to the Town Manager. The summary table on the following page shows the final approved amounts.

Cost Center 7 – Marine Sewage Disposal

Marine sewage disposal pertains to expenses related to providing pump out boat service along our coastal waters.

Cost Center 8 – Mystic River Ambulance

Mystic River Ambulance has provided emergency medical services to the residents of Groton and Stonington since 1981.

Cost Center 9 – Mystic Noank Library

The Mystic & Noank Library is located in Mystic and serves the citizens of both Groton and Stonington.

Cost Center 9A – Bill Memorial Library

The Bill Memorial Library is located in the City of Groton.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OUTSIDE AGENCIES
DEPARTMENT: HEALTH & SERVICE AGENCIES
FUNCTION: HEALTH & SERVICE AGENCIES 1084

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	1,516,885	1,864,350	1,793,353	2,261,058	2,261,058	2,251,058	2,261,058
Total Appropriation	\$1,516,885	\$1,864,350	\$1,793,353	\$2,261,058	\$2,261,058	\$2,251,058	\$2,261,058

COST CENTERS							

10840 LEDGELIGHT HEALTH	285,160	291,729	291,729	291,798	291,798	291,798	291,798
10841 VNA (SCHOOL HEALTH)	911,533	1,132,493	1,061,496	1,229,144	1,229,144	1,229,144	1,229,144
10842 VNA (HEALTH PROMO)	7,736	33,375	33,375	42,984	42,984	42,984	42,984
10843 GROTON AMBULANCE	52,976	105,952	105,952	341,700	341,700	341,700	341,700
10845 SERVICE AGENCIES	74,500	85,821	85,821	105,452	105,452	90,452	105,452
10847 MARINE SEWAGE DISP.	19,980	19,980	19,980	19,980	19,980	19,980	19,980
10848 MYSTIC RIVER AMBULAN	25,000	50,000	50,000	45,000	45,000	50,000	45,000
10849 MYSTIC NOANK LIBRARY	115,000	115,000	115,000	150,000	150,000	150,000	150,000
10849A BILL MEMORIAL LIBRAR	25,000	30,000	30,000	35,000	35,000	35,000	35,000
Total Cost Centers	\$1,516,885	\$1,864,350	\$1,793,353	\$2,261,058	\$2,261,058	\$2,251,058	\$2,261,058

FINANCING PLAN							

GENERAL FUND	1,516,885	1,864,350	1,793,353	2,261,058	2,261,058	2,251,058	2,261,058
Total Financing Plan	\$1,516,885	\$1,864,350	\$1,793,353	\$2,261,058	\$2,261,058	\$2,251,058	\$2,261,058

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OUTSIDE AGENCIES
DEPARTMENT: HEALTH & SERVICE AGENCIES
FUNCTION: HEALTH & SERVICE AGENCIES 1084

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5230 PYMNTS/CONTRIBUTIONS	1,516,885	1,864,350	1,793,353	2,261,058	2,261,058	2,251,058	2,261,058

Total Operating Expenses	\$1,516,885	\$1,864,350	\$1,793,353	\$2,261,058	\$2,261,058	\$2,251,058	\$2,261,058

GRAND TOTAL	\$1,516,885	\$1,864,350	\$1,793,353	\$2,261,058	\$2,261,058	\$2,251,058	\$2,261,058

SUMMARY OF OUTSIDE AGENCIES						
AGENCY	Adjusted FYE 2022	Requested FYE 2023	Town Manager FYE 2023	Town Council FYE 2023	RTM FYE 2023	
New London Homeless Hospitality Center, Inc.	\$ 7,125	\$ 15,000	\$ 15,000	\$ 10,000	\$ 25,000	
SCADD	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	
Safe Futures, Inc.	\$ 9,600	\$ 9,600	\$ 9,600	\$ 9,600	\$ 9,600	
The ARC Eastern Connecticut	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	
Connecticut Legal Services	\$ 7,260	\$ 7,260	\$ 7,260	\$ 7,260	\$ 7,260	
UCFS Inc., Behavioral Health Services	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	
Always Home, Inc.	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	
Sexual Assault Crisis Center of Eastern CT, Inc.	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	
Meals on Wheels/TVCCA, Inc.	\$ 29,586	\$ 31,342	\$ 31,342	\$ 31,342	\$ 31,342	
Children First Groton (CFG)	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	
Thames River Heritage Park	\$ 10,000	\$ 20,000	\$ 20,000	\$ 10,000	\$ 10,000	
Southeastern CT Cultural Coalition	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	
TOTAL - GRANTS	\$ 85,821	\$ 105,452	\$ 105,452	\$ 90,452	\$ 105,452	

CITY OF GROTON #1090

As per the Town Charter, the Manager submitted the Subdivision budgets to the Council with no adjustments.

Section 40 of Number 362 of the Special Acts of 1933 requires that the Town Council shall pay to the City the amount of monies that are “necessary and proper for making and repairing of the streets and highways” within the City. There is no similar Special Act regarding the payment of monies to the City for its police.

Cost Center 0 – Police

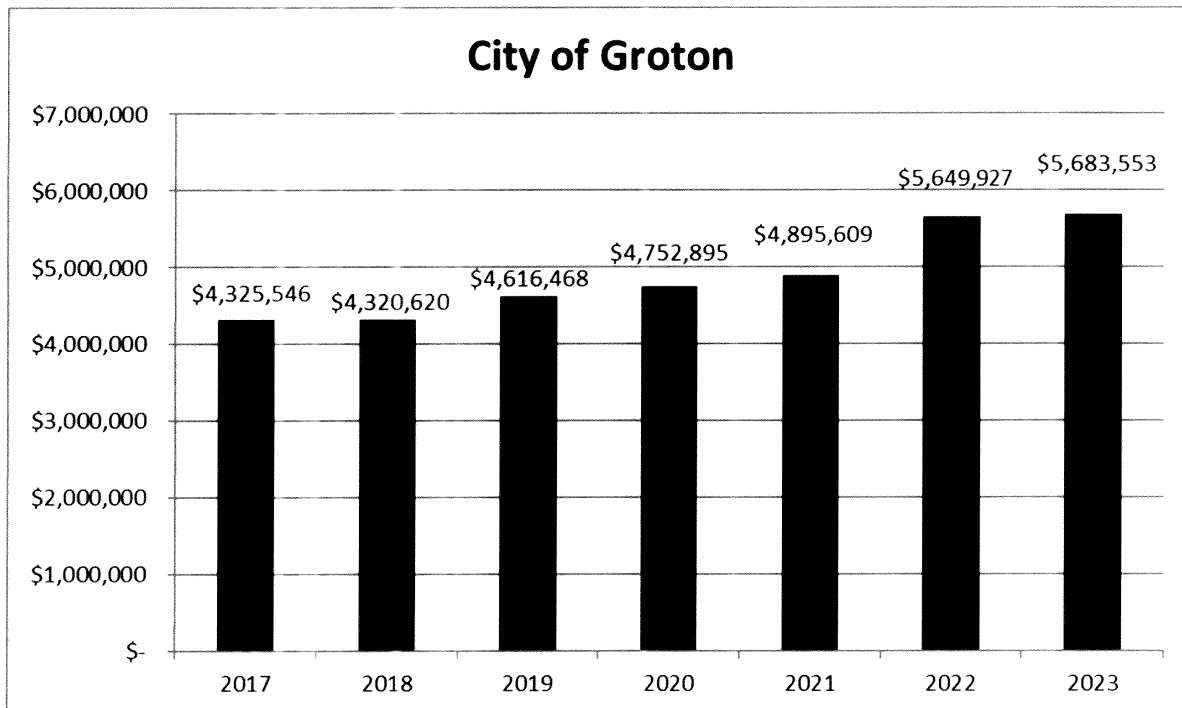
The City of Groton’s Police budget request of \$2,845,568 represents an increase of \$157,312 or 5.9% from their FYE 2022 appropriation. During budget deliberations there was no change to this cost center.

Cost Center 1 – Highway Maintenance

The City of Groton’s Highway budget request of \$4,133,481 represents an increase of \$1,274,374 or 44.6% from their FYE 2022 appropriation. During budget deliberations the Town Council reduced this cost center by \$1,400,000. The RTM sustained this action.

Cost Center 4 – Street Lighting

The Town pays for Street Lighting expenses associated with the City and the expenditures will be charged here.



TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: SUBDIVISIONS
DEPARTMENT: SUBDIVISIONS
FUNCTION: CITY OF GROTON 1090

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	4,872,691	5,649,927	5,649,818	7,083,553	7,083,553	5,683,553	5,683,553
Total Appropriation	\$4,872,691	\$5,649,927	\$5,649,818	\$7,083,553	\$7,083,553	\$5,683,553	\$5,683,553

COST CENTERS							

10900 POLICE	2,581,945	2,688,256	2,688,256	2,845,568	2,845,568	2,845,568	2,845,568
10901 HIGHWAY MAINTENANCE	2,189,946	2,859,107	2,859,107	4,133,481	4,133,481	2,733,481	2,733,481
10904 STREET LIGHTING	100,800	102,564	102,455	104,504	104,504	104,504	104,504
Total Cost Centers	\$4,872,691	\$5,649,927	\$5,649,818	\$7,083,553	\$7,083,553	\$5,683,553	\$5,683,553

FINANCING PLAN							

GENERAL FUND	4,872,691	5,649,927	5,649,818	7,083,553	7,083,553	5,683,553	5,683,553
Total Financing Plan	\$4,872,691	\$5,649,927	\$5,649,818	\$7,083,553	\$7,083,553	\$5,683,553	\$5,683,553

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: SUBDIVISIONS
DEPARTMENT: SUBDIVISIONS
FUNCTION: CITY OF GROTON 1090

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5220 UTILITIES/FUEL/MILEA	100,800	102,564	102,455	104,504	104,504	104,504	104,504
5230 PYMNTS/CONTRIBUTIONS	4,771,891	5,547,363	5,547,363	6,979,049	6,979,049	5,579,049	5,579,049
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Total Operating Expenses	\$4,872,691	\$5,649,927	\$5,649,818	\$7,083,553	\$7,083,553	\$5,683,553	\$5,683,553
GRAND TOTAL	\$4,872,691	\$5,649,927	\$5,649,818	\$7,083,553	\$7,083,553	\$5,683,553	\$5,683,553

GROTON LONG POINT #1091

As per the Town Charter, the Manager submits Subdivision budgets to the Council with no adjustments. Section 24 of the Groton Long Point Association Special Act/Charter requires that the Town of Groton shall pay to the Groton Long Point Association the amount of monies that “shall be necessary and proper for the making and repairing of the highways and bridges within the territorial limits of the Association.” There is no similar Special Act regarding the payment of monies to the Groton Long Point Association for its police function.

Cost Center 0 – Police

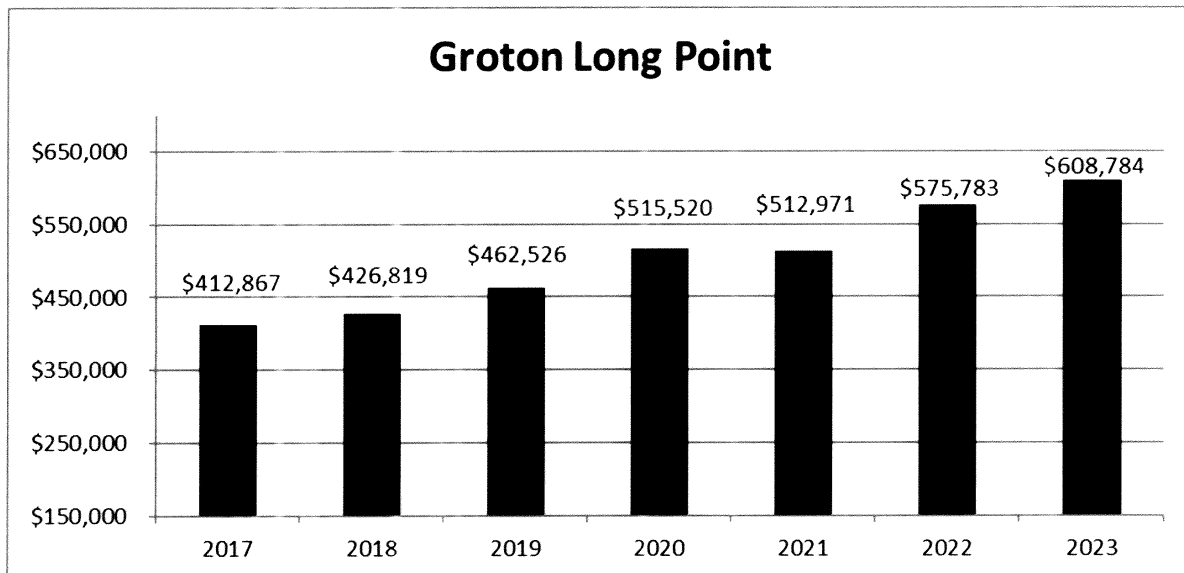
The Groton Long Point Police budget request of \$341,500 represents an increase of \$10,500 or 3.2% more than the FYE 2022 appropriation. During budget deliberations there were no changes made to this cost center.

Cost Center 1 – Highway Maintenance

The Groton Long Point Highway budget request of \$253,900 is an increase of \$23,000 or 10% more than the FYE 2022 appropriation. During budget deliberations there were no changes made to this cost center.

Cost Center 2 – Street Lighting

The Town pays for Street Lighting expenses associated with Groton Long Point and the expenditures will be charged here.



TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: SUBDIVISIONS
DEPARTMENT: SUBDIVISIONS
FUNCTION: GROTON LONG POINT 1091

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	512,338	575,783	575,004	608,784	608,784	608,784	608,784
Total Appropriation	\$512,338	\$575,783	\$575,004	\$608,784	\$608,784	\$608,784	\$608,784

COST CENTERS							

10910 POLICE	288,000	331,000	331,000	341,500	341,500	341,500	341,500
10911 HIGHWAY MAINTENANCE	210,501	230,000	230,000	253,000	253,000	253,000	253,000
10912 STREET LIGHTING	13,837	14,783	14,004	14,284	14,284	14,284	14,284
Total Cost Centers	\$512,338	\$575,783	\$575,004	\$608,784	\$608,784	\$608,784	\$608,784

FINANCING PLAN							

GENERAL FUND	512,338	575,783	575,004	608,784	608,784	608,784	608,784
Total Financing Plan	\$512,338	\$575,783	\$575,004	\$608,784	\$608,784	\$608,784	\$608,784

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: SUBDIVISIONS
DEPARTMENT: SUBDIVISIONS
FUNCTION: GROTON LONG POINT 1091

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5220 UTILITIES/FUEL/MILEA	13,837	14,783	14,004	14,284	14,284	14,284	14,284
5230 PYMNTS/CONTRIBUTIONS	498,501	561,000	561,000	594,500	594,500	594,500	594,500
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Total Operating Expenses	\$512,338	\$575,783	\$575,004	\$608,784	\$608,784	\$608,784	\$608,784
GRAND TOTAL	\$512,338	\$575,783	\$575,004	\$608,784	\$608,784	\$608,784	\$608,784

FIRE DISTRICTS PILOT #1092

There are two components to the Fire District PILOT program:

- The State allocates an “in lieu of real estate taxes” payment which is intended to reimburse the Town for services to State-owned properties. The Town cannot collect taxes on State-owned property. Since the Town is not providing fire protection services and as the fire district also depends on real estate taxes as their major revenue source, a share of the State “in lieu of real estate taxes” payment is passed on. Fire Districts provide protection to the State-owned properties and receive no payment from the State for this service. All seven operating fire districts receive a \$1,000 base payment for the formula in recognition that all assume some responsibility for protection of State property through the mutual aid system. The total is reduced by the \$7,000 in base payments and the remainder is distributed according to a prior year allocation. For FYE 2023 the overall payment is the same as FYE 2022 \$121,000.
- Fire District mill taxes are not collected on Town-owned property. Begun in FYE 2002 was a PILOT (payment in lieu of taxes) to be divided among the fire districts according to a formula based on acres of Town-owned land and square footage of Town-owned buildings within each District. For FYE 2023 the overall payment is the same as FYE 2022 \$125,000.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: SUBDIVISIONS
DEPARTMENT: SUBDIVISIONS
FUNCTION: FIRE DISTRICTS PILOT 1092

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	246,000	246,000	246,000	246,000	246,000	246,000	246,000
Total Appropriation	\$246,000	\$246,000	\$246,000	\$246,000	\$246,000	\$246,000	\$246,000

COST CENTERS							

10920 CITY OF GROTON	37,705	37,705	37,705	37,705	37,705	37,705	37,705
10921 POQ BRIDGE FIRE DIST	154,548	154,548	154,548	154,548	154,548	154,548	154,548
10922 MYSTIC FIRE DISTRICT	13,839	13,839	13,839	13,839	13,839	13,839	13,839
10923 NOANK FIRE DISTRICT	6,360	6,360	6,360	6,360	6,360	6,360	6,360
10924 OLD MYSTIC FIRE DIST	18,183	18,183	18,183	18,183	18,183	18,183	18,183
10925 GROTON LONG POINT AS	1,270	1,270	1,270	1,270	1,270	1,270	1,270
10926 CTR GROTON FIRE DIST	5,624	5,624	5,624	5,624	5,624	5,624	5,624
10927 WEST PLEASANT VALLEY	8,471	8,471	8,471	8,471	8,471	8,471	8,471
Total Cost Centers	\$246,000	\$246,000	\$246,000	\$246,000	\$246,000	\$246,000	\$246,000

FINANCING PLAN							

GENERAL FUND	246,000	246,000	246,000	246,000	246,000	246,000	246,000
Total Financing Plan	\$246,000	\$246,000	\$246,000	\$246,000	\$246,000	\$246,000	\$246,000

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: SUBDIVISIONS
DEPARTMENT: SUBDIVISIONS
FUNCTION: FIRE DISTRICTS PILOT 1092

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5230 PYMNTS/CONTRIBUTIONS	246,000	246,000	246,000	246,000	246,000	246,000	246,000
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Total Operating Expenses	\$246,000	\$246,000	\$246,000	\$246,000	\$246,000	\$246,000	\$246,000
GRAND TOTAL	\$246,000	\$246,000	\$246,000	\$246,000	\$246,000	\$246,000	\$246,000

MUMFORD COVE SPECIAL DISTRICT #2060

The overall increase in this budget is \$50 or .2%.

Mumford Cove Association contracts with the Noank Fire district for fire protection and taxes the residents for the cost of this service.

The adopted mill rate is decreased to 0.28 mills for FYE 2023.

FYE 2023 Tax rate calculation is as follows:

- Amount to be raised by taxes \$21,230
- Divided by the 10/1/21 Grand list \$76,222,310
- Equals .000278
- Divided by 99.3% collection rate = .000280
- Multiplied by 1000 = mill rate .28

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OTHER FUNDS
DEPARTMENT: OTHER FUNDS
FUNCTION: MUMFORD COVE 2060

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	21,160	21,180	21,180	21,230	21,230	21,230	21,230
Total Appropriation	\$21,160	\$21,180	\$21,180	\$21,230	\$21,230	\$21,230	\$21,230

COST CENTERS							

20600 FIRE PROTECTION	21,160	21,180	21,180	21,230	21,230	21,230	21,230
Total Cost Centers	\$21,160	\$21,180	\$21,180	\$21,230	\$21,230	\$21,230	\$21,230

FINANCING PLAN							

CURRENT TAXES	20,728	21,180	20,598	21,230	21,230	21,230	21,230
PRIOR YEAR TAXES	12	0	430	0	0	0	0
FUND BALANCE APPLIED	420	0	152	0	0	0	0
Total Financing Plan	\$21,160	\$21,180	\$21,180	\$21,230	\$21,230	\$21,230	\$21,230

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OTHER FUNDS
DEPARTMENT: OTHER FUNDS
FUNCTION: MUMFORD COVE 2060

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5230 PYMNTS/CONTRIBUTIONS	1,160	1,160	1,160	1,210	1,210	1,210	1,210
5290 PROFESS/TECHNICAL SE	20,000	20,020	20,020	20,020	20,020	20,020	20,020
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Total Operating Expenses	\$21,160	\$21,180	\$21,180	\$21,230	\$21,230	\$21,230	\$21,230
GRAND TOTAL	\$21,160	\$21,180	\$21,180	\$21,230	\$21,230	\$21,230	\$21,230

GROTON SEWER DISTRICT #4010

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

The overall decrease in this budget is \$61,421 or 4.4%.

Summary

The Groton Sewer District is primarily a debt service fund which pays the principal and interest on sewer bonds and payments to the State of CT for the Clean Water fund loan. Currently the only sewer debt outstanding is the Clean Water Fund loan. The November 2015 referendum approved an ordinance appropriating \$8,230,000 for sewer projects and bonds were issued for this project in FYE2021. The principal source of revenue is the Sewer District tax.

The adopted mill rate is maintained at 0.37 mills for FYE 2023.

FYE 2023 Tax rate calculation is as follows:

- Amount to be raised by taxes \$1,129,667
- Divided by the 10/1/21 Grand list \$3,053,732,496
- Equals .0003699
- Divided by 99.6 collection rate = .0003714
- Multiplied by 1000 = mill rate .37

Cost Center 0 – Operating Expense

Covers the Sewer district costs related to preparation and mailing of the tax bills.

Cost Center 1 – Debt Service

Debt service for the Clean Water Fund loan payments due to the State of CT and debt service for bonds issued in FYE2022 for the \$8,230,000 sewer project.

TOWN OF GROTON FYE 2023 Sewer Long Term Debt Payment Schedule

FYE Maturity	Original Issue Amount	Date of Issue	Term of Issue (years)	Purpose of Issue	Principal Balance 07/01/21	FYE 2022 Principal Payment	FYE 2022 Interest Payment	FYE 2023 Principal Payment	FYE 2023 Interest Payment
2030	12,121,022.05	11/1/2009	20	Clean Water Funds	5,100,929.94	606,051.12	96,463.14	606,051.12	84,342.11
2030	114,143.22	11/1/2011	19	Clean Water Funds	53,126.06	6,312.12	1,004.66	6,312.12	878.42
2041	7,045,000.00	4/29/2021	20	Sewer Bonds (Pump Stations)	7,045,000.00	355,000.00	224,083.06	355,000.00	215,400.00
				Totals	12,199,056.00	967,363.24	321,550.86	967,363.24	300,620.53

Debt Service Payment FYE 2023 through FYE 2041

Function #401001-Sewer District			
FYE	Principal	Interest	FYE Total
2023	967,363.24	300,620.53	1,267,983.77
2024	967,363.24	270,623.27	1,237,986.51
2025	967,363.24	240,626.00	1,207,989.24
2026	967,363.24	210,628.75	1,177,991.99
2027	967,363.24	180,631.48	1,147,994.72
2028	967,363.24	150,634.23	1,117,997.47
2029	967,363.24	120,636.96	1,088,000.20
2030	610,151.35	92,425.76	702,577.11
2031	350,000.00	80,500.00	430,500.00
2032	350,000.00	70,000.00	420,000.00
2033	350,000.00	63,000.00	413,000.00
2034	350,000.00	56,000.00	406,000.00
2035	350,000.00	49,000.00	399,000.00
2036	350,000.00	42,000.00	392,000.00
2037	350,000.00	35,000.00	385,000.00
2038	350,000.00	28,000.00	378,000.00
2039	350,000.00	21,000.00	371,000.00
2040	350,000.00	14,000.00	364,000.00
2041	350,000.00	7,000.00	357,000.00

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: SPEC REV FUNDS-OTHER
DEPARTMENT: FINANCE
FUNCTION: GROTON SEWER DISTRICT 4010

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	938,253	1,396,418	1,353,320	1,334,997	1,334,997	1,334,997	1,334,997
Total Appropriation	\$938,253	\$1,396,418	\$1,353,320	\$1,334,997	\$1,334,997	\$1,334,997	\$1,334,997

COST CENTERS							

40100 OPERATING EXPENSE	136,307	64,499	64,404	67,013	67,013	67,013	67,013
40101 DEBT SERVICE	801,946	1,331,919	1,288,916	1,267,984	1,267,984	1,267,984	1,267,984
Total Cost Centers	\$938,253	\$1,396,418	\$1,353,320	\$1,334,997	\$1,334,997	\$1,334,997	\$1,334,997

FINANCING PLAN							

CURRENT TAXES	1,346,910	890,218	889,000	1,129,667	1,129,667	1,129,667	1,129,667
INTEREST & LIEN FEES	6,673	3,000	4,330	2,500	2,500	2,500	2,500
PRIOR YEAR TAXES	2,863	1,300	2,000	1,100	1,100	1,100	1,100
INTEREST INCOME	313	800	1,000	1,000	1,000	1,000	1,000
PILOT PAYMENT-OTHER	1,121	1,100	733	730	730	730	730
BOND PREMIUM	701,611	0	0	0	0	0	0
PAYMENTS FROM OTHER FUNDS	0	0	27	0	0	0	0
FUND BALANCE APPLIED	0	500,000	456,230	200,000	200,000	200,000	200,000
Total Financing Plan	\$2,059,491	\$1,396,418	\$1,353,320	\$1,334,997	\$1,334,997	\$1,334,997	\$1,334,997

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: SPEC REV FUNDS-OTHER
DEPARTMENT: FINANCE
FUNCTION: GROTON SEWER DISTRICT 4010

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5201 POSTAGE/PRINT/ADVERT	8,058	9,940	9,890	9,940	9,940	9,940	9,940
5210 PROFESS DEVELOP/TRAI	235	945	925	1,235	1,235	1,235	1,235
5230 PYMNTS/CONTRIBUTIONS	51,256	51,256	51,256	53,460	53,460	53,460	53,460
5290 PROFESS/TECHNICAL SE	888	933	933	953	953	953	953
5300 MATERIALS & SUPPLIES	1,558	1,425	1,400	1,425	1,425	1,425	1,425
5450 DEBT SERVICE	876,258	1,331,919	1,288,916	1,267,984	1,267,984	1,267,984	1,267,984

Total Operating Expenses	\$938,253	\$1,396,418	\$1,353,320	\$1,334,997	\$1,334,997	\$1,334,997	\$1,334,997
GRAND TOTAL	\$938,253	\$1,396,418	\$1,353,320	\$1,334,997	\$1,334,997	\$1,334,997	\$1,334,997

**TOWN OF GROTON, CT
FYE 2023 Adopted Budget**

SEWER DISTRICT FUND REVENUES: #4010

Current Taxes - The current levy for FYE 2023 is based on all taxable property in the Town (excluding the political sub-division of the City) as of October 1, 2021, after adjustments by the Board of Assessment Appeals.
The amount to be raised by taxes is calculated by taking the proposed budget appropriations for FYE 2023 less estimated receipts from non-tax resources. The Grand List pertaining to the Sewer District increased 26.4% as of October 1, 2021.
The adopted mill rate for FYE 2023 will be 0.37 mills.

Interest & Liens - represents the interest rate of 1.5% per month that is applied on delinquent taxes as well as a \$24.00 lien fee on any property that has a lien placed on it.

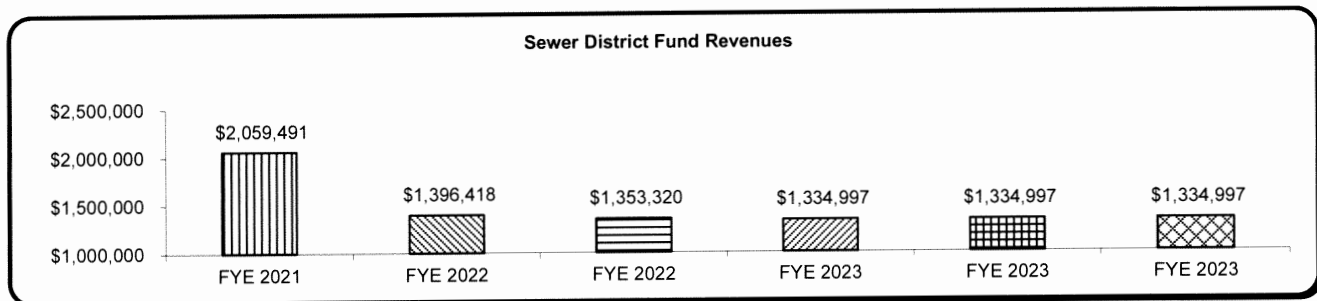
Prior Year Taxes - represents the anticipated collection of delinquent taxes.

Interest Income - reflects the income earned from temporary investments made when funds in a given period exceed the immediate disbursement needs of the Fund.

PILOT: Payments - Other - represents voluntary payments in lieu of taxes based on a 10 year Memorandum of Agreement with the Town Council dated November 20, 2017 for a commercial real estate account.

Fund Balance Applied: - represents that amount of unassigned Fund Balance in the Sewer District Fund to be used to fund the budget for the next fiscal year.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023
4110 Current Taxes	\$ 1,346,910	\$ 890,218	\$ 889,000	\$ 1,129,667	\$ 1,129,667	\$ 1,129,667
4113 Interest & Lien Fees	\$ 6,673	\$ 3,000	\$ 4,330	\$ 2,500	\$ 2,500	\$ 2,500
4114 Prior Year Taxes	\$ 2,863	\$ 1,300	\$ 2,000	\$ 1,100	\$ 1,100	\$ 1,100
4412 Interest Income	\$ 313	\$ 800	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
4717 PILOT Payments - Other	\$ 1,121	\$ 1,100	\$ 733	\$ 730	\$ 730	\$ 730
4739 Bond Premium	\$ 701,611	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
4766 Payments from Other Funds	\$ 0	\$ 0	\$ 27	\$ 0	\$ 0	\$ 0
4999 Fund Balance Applied	\$ 0	\$ 500,000	\$ 456,230	\$ 200,000	\$ 200,000	\$ 200,000
Total	\$ 2,059,491	\$ 1,396,418	\$ 1,353,320	\$ 1,334,997	\$ 1,334,997	\$ 1,334,997



CAPITAL RESERVES/CONTRIBUTIONS #1075

Final FYE 2023 Budget Result: During budget deliberations the Town Council reduced this function by \$4,339,000. The RTM sustained this figure.

The overall decrease in this budget is \$313,000 or 8.7%.

This function represents the General Fund Contribution to the Capital Reserve Fund (5010).

The Groton Town Code Article I. Section 2.1(b) requires that: "The town manager shall include in the proposed budget to the town council an allocation of funds to the reserve fund based on the following formula: Calculate the amount of not less than four percent of the general fund budget, subtract the sum necessary to defray general fund obligated annual debt service, the remainder amount to be allocated to the reserve fund for capital and nonrecurring expenditures . . . No appropriation shall be made to such fund so that the total fund balance exceeds 50 percent of the total general fund budget, or the unappropriated portion of the fund exceeds 12 percent of the total general fund budget."

	General Fund	Capital Reserve (FYE 2021)
Adopted Budget	\$142,623,947	
50% of General Fund	\$ 71,311,973	
Total Fund Balance	----->	\$3,973,831
12% of General Fund	\$ 17,114,874	
Unappropriated Fund Balance	----->	\$1,325,182

Cost Center 0 – Capital Reserve Fund

This represents the contribution amount to fund proposed capital projects.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: CAPITAL/DEBT SERVICE
DEPARTMENT: CAPITAL RESERVE
FUNCTION: CAPITAL RESERVE 1075

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	535,000	3,610,000	3,610,000	7,636,000	7,636,000	3,297,000	3,297,000
Total Appropriation	\$535,000	\$3,610,000	\$3,610,000	\$7,636,000	\$7,636,000	\$3,297,000	\$3,297,000

COST CENTERS							

10750 CAPITAL RESERVE FUND	535,000	3,610,000	3,610,000	7,636,000	7,636,000	3,297,000	3,297,000
Total Cost Centers	\$535,000	\$3,610,000	\$3,610,000	\$7,636,000	\$7,636,000	\$3,297,000	\$3,297,000

FINANCING PLAN							

GENERAL FUND	535,000	3,610,000	3,610,000	7,636,000	7,636,000	3,297,000	3,297,000
Total Financing Plan	\$535,000	\$3,610,000	\$3,610,000	\$7,636,000	\$7,636,000	\$3,297,000	\$3,297,000

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: CAPITAL/DEBT SERVICE
DEPARTMENT: CAPITAL RESERVE
FUNCTION: CAPITAL RESERVE 1075

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5230 PYMNTS/CONTRIBUTIONS	535,000	3,610,000	3,610,000	7,636,000	7,636,000	3,297,000	3,297,000
Total Operating Expenses	\$535,000	\$3,610,000	\$3,610,000	\$7,636,000	\$7,636,000	\$3,297,000	\$3,297,000
GRAND TOTAL	\$535,000	\$3,610,000	\$3,610,000	\$7,636,000	\$7,636,000	\$3,297,000	\$3,297,000

CAPITAL RESERVE #5010

Final FYE 2023 Budget Result: During budget deliberations the Town Council reduced this function by \$4,339,000. The RTM sustained this figure.

The overall increase in this budget is \$1,712,000 or 41.9%.

This function includes funds to be appropriated for capital improvements.

Payments From Other Funds – represents the contribution from:

General Fund (#10750)	\$3,297,000
Sewer Operating (#2020)	<u>\$1,500,000</u>
	\$4,797,000

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OTHER FUNDS
DEPARTMENT: TOWN MANAGER
FUNCTION: CAPITAL RESERVE PROJECTS 5010

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	2,617,820	4,085,000	4,085,000	10,136,000	10,136,000	5,797,000	5,797,000
Total Appropriation	\$2,617,820	\$4,085,000	\$4,085,000	\$10,136,000	\$10,136,000	\$5,797,000	\$5,797,000

COST CENTERS							

501011 FYE 2023 CIP	2,617,820	4,085,000	4,085,000	10,136,000	10,136,000	5,797,000	5,797,000
Total Cost Centers	\$2,617,820	\$4,085,000	\$4,085,000	\$10,136,000	\$10,136,000	\$5,797,000	\$5,797,000

FINANCING PLAN							

INTEREST INCOME	8,870	5,000	4,250	5,000	5,000	5,000	5,000
INTEREST INCOME-WPCF	6,106	5,000	4,250	5,000	5,000	5,000	5,000
MISC STATE REVENUE	53,392	0	0	0	0	0	0
RECORDING INSTRUMENTS	12,152	9,500	10,200	0	0	0	9,800
WATER ASSESSMENTS	6,599	0	445	0	0	0	0
PAYMENTS FROM OTHER FUNDS	2,010,000	4,085,000	4,085,000	9,136,000	9,136,000	4,797,000	4,797,000
FUND BALANCE APPLIED	520,701	0	0	990,000	990,000	990,000	980,200
Total Financing Plan	\$2,617,820	\$4,104,500	\$4,104,145	\$10,136,000	\$10,136,000	\$5,797,000	\$5,797,000

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: OTHER FUNDS
DEPARTMENT: TOWN MANAGER
FUNCTION: CAPITAL RESERVE PROJECTS 5010

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5460 RESERVE FUND/EQUIPME	2,617,820	4,085,000	4,085,000	10,136,000	10,136,000	5,797,000	5,797,000
	-----	-----	-----	-----	-----	-----	-----
Total Operating Expenses	\$2,617,820	\$4,085,000	\$4,085,000	\$10,136,000	\$10,136,000	\$5,797,000	\$5,797,000
GRAND TOTAL	\$2,617,820	\$4,085,000	\$4,085,000	\$10,136,000	\$10,136,000	\$5,797,000	\$5,797,000

**TOWN OF GROTON, CT
FYE 2023 Adopted Budget**

CAPITAL RESERVE FUND REVENUES: #5010

Interest Income - represents income earned on the short-term investment of funds not required for immediate expenses.

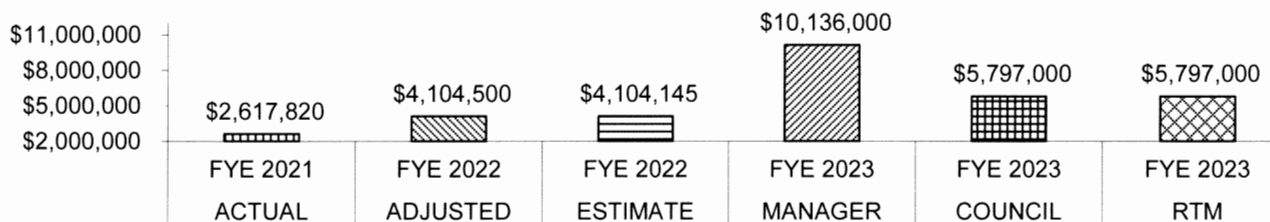
Recording Instruments - PA 05-228 instituted a new \$30.00 fee for document recording effective 7/1/05. The Clerk retains \$4.00 of this, \$3.00 of which is to be used for local capital improvement projects.

Payments From Other Funds - represents the amount that Other Funds will contribute to the operation of this fund.

Fund Balance Applied - represents the amount of unassigned fund balance in the Capital Reserve Fund to be used to fund the budget for the fiscal year.

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023
4412 Interest Income	\$ 8,870	\$ 5,000	\$ 4,250	\$ 5,000	\$ 5,000	\$ 5,000
4412A Interest Income - WPCF	\$ 6,106	\$ 5,000	\$ 4,250	\$ 5,000	\$ 5,000	\$ 5,000
4556 Misc. State Revenue	\$ 53,392	\$ -	\$ -	\$ -	\$ -	\$ -
4610 Recording Instruments	\$ 12,152	\$ 9,500	\$ 10,200	\$ -	\$ -	\$ 9,800
4746 Water Assessments	\$ 6,599	\$ -	\$ 445	\$ -	\$ -	\$ -
4766 Payments from Other Funds	\$ 2,010,000	\$ 4,085,000	\$ 4,085,000	\$ 9,136,000	\$ 4,797,000	\$ 4,797,000
4999 Fund Balance Applied	\$ 520,701	\$ -	\$ -	\$ 990,000	\$ 990,000	\$ 980,200
Total	\$ 2,617,820	\$ 4,104,500	\$ 4,104,145	\$ 10,136,000	\$ 5,797,000	\$ 5,797,000

Capital Reserve Fund Revenues



Debt Service #1076

Final FYE 2023 Budget Result: During budget deliberations there were no changes made to this function.

The overall increase in this budget is \$1,564,256 or 16.4%.

This function contains principal and interest payments for long term financing for general obligation and school bonds.

Three bond sales (April 2019, April 2020 and April 2021) have been held for the Groton 2020 School project. A third bond issue for this project is scheduled for April 2022. An estimate for the principal and interest payment due for the April 2022 long term bonds is included in FYE 2023.

Cost Center 0 – General Government

TOWN OF GROTON FYE 2023 Town Long Term Debt Payment Schedule

FYE Maturity	Original Issue Amount	Date of Issue	Term of Issue (years)	Purpose of Issue	Principal Balance 07/01/21	FYE 2022 Principal Payment	FYE 2022 Interest Payment	FYE 2023 Principal Payment	FYE 2023 Interest Payment
2030	6,752,000.00	3/12/2013	18	General Purpose (Mar. 2013 refunding)	4,108,000.00	432,000.00	142,820.00	436,000.00	125,460.00
2028	6,690,000.00	4/18/2018	10	General Purpose Road Maint & Rehab	4,680,000.00	670,000.00	173,900.00	670,000.00	140,400.00
2034	5,648,000.00	4/30/2020	14	General Purpose Bond Issue of 2020 (Refunding)	4,856,000.00	796,000.00	216,000.00	811,000.00	175,825.00
Totals					13,644,000.00	1,898,000.00	532,720.00	1,917,000.00	441,685.00

Debt Service Payment FYE 2023 through FYE 2034

Function #107600-General Government			
FYE	Principal	Interest	FYE Total
2023	1,917,000.00	441,685.00	2,358,685.00
2024	1,934,000.00	349,770.00	2,283,770.00
2025	1,461,000.00	276,305.00	1,737,305.00
2026	1,424,000.00	222,640.00	1,646,640.00
2027	1,419,000.00	170,025.00	1,589,025.00
2028	1,335,000.00	121,125.00	1,456,125.00
2029	679,000.00	76,065.00	755,065.00
2030	657,000.00	51,255.00	708,255.00
2031	230,000.00	33,350.00	263,350.00
2032	230,000.00	23,000.00	253,000.00
2033	230,000.00	13,800.00	243,800.00
2034	230,000.00	4,600.00	234,600.00

Cost Center 1 – Education

TOWN OF GROTON
FYE 2023

Education Long Term Debt Payment Schedule

FYE Maturity	Original Issue Amount	Date of Issue	Term of Issue (years)	Purpose of Issue	Principal Balance 07/01/21	FYE 2022 Principal Payment	FYE 2022 Interest Payment	FYE 2023 Principal Payment	FYE 2023 Interest Payment
2030	12,308,000.00	3/12/2013	18	Schools (refunding)	7,662,000.00	768,000.00	282,880.00	764,000.00	252,240.00
2039	20,000,000.00	5/8/2019	20	Schools (School 2020 Construction)	18,000,000.00	1,000,000.00	571,250.00	1,000,000.00	521,250.00
2029	4,337,000.00	4/30/2020	9	Schools (refunding)	3,419,000.00	914,000.00	148,100.00	914,000.00	102,400.00
2040	20,000,000.00	4/30/2020	20	Schools (School 2020 Construction)	19,000,000.00	1,000,000.00	795,000.00	1,000,000.00	745,000.00
2041	18,000,000.00	4/29/2021	20	Schools 2021 (School 2020 Construction)	18,000,000.00	900,000.00	463,207.50	900,000.00	445,950.00
2042	22,975,000.00	tbd	20	Schools 2022 (School 2020 Construction)	0.00	0.00	0.00	1,125,000.00	777,738.00
Totals					66,081,000.00	4,582,000.00	2,260,437.50	5,703,000.00	2,844,578.00

Debt Service Payment FYE 2023 through FYE 2042

Function #107601-Board of Education			
FYE	Principal	Interest	FYE Total
2023	5,703,000.00	2,844,578.00	8,547,578.00
2024	5,736,000.00	2,616,255.00	8,352,255.00
2025	5,849,000.00	2,358,520.00	8,207,520.00
2026	5,691,000.00	2,125,660.00	7,816,660.00
2027	5,651,000.00	1,907,750.00	7,558,750.00
2028	4,895,000.00	1,699,750.00	6,594,750.00
2029	4,166,000.00	1,521,635.00	5,687,635.00
2030	4,083,000.00	1,364,070.00	5,447,070.00
2031	4,050,000.00	1,227,675.00	5,277,675.00
2032	4,050,000.00	1,100,875.00	5,150,875.00
2033	4,050,000.00	988,875.00	5,038,875.00
2034	4,050,000.00	866,375.00	4,916,375.00
2035	4,050,000.00	746,375.00	4,796,375.00
2036	4,050,000.00	623,875.00	4,673,875.00
2037	4,050,000.00	506,375.00	4,556,375.00
2038	4,050,000.00	393,875.00	4,443,875.00
2039	4,050,000.00	279,937.00	4,329,937.00
2040	3,050,000.00	164,563.00	3,214,563.00
2041	2,050,000.00	94,187.00	2,144,187.00
2042	1,150,000.00	38,813.00	1,188,813.00

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: CAPITAL/DEBT SERVICE
DEPARTMENT: DEBT SERVICE
FUNCTION: DEBT SERVICE 1076

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	8,115,086	9,523,450	9,273,158	11,087,706	11,087,706	11,087,706	11,087,706
	-----	-----	-----	-----	-----	-----	-----
Total Appropriation	\$8,115,086	\$9,523,450	\$9,273,158	\$11,087,706	\$11,087,706	\$11,087,706	\$11,087,706

COST CENTERS							

10760 GENERAL GOVERNMENT	2,500,621	2,433,220	2,430,720	2,361,185	2,361,185	2,361,185	2,361,185
10761 EDUCATION	5,614,465	7,090,230	6,842,438	8,726,521	8,726,521	8,726,521	8,726,521
	-----	-----	-----	-----	-----	-----	-----
Total Cost Centers	\$8,115,086	\$9,523,450	\$9,273,158	\$11,087,706	\$11,087,706	\$11,087,706	\$11,087,706

FINANCING PLAN							

GENERAL FUND	8,115,086	9,523,450	9,273,158	11,087,706	11,087,706	11,087,706	11,087,706
	-----	-----	-----	-----	-----	-----	-----
Total Financing Plan	\$8,115,086	\$9,523,450	\$9,273,158	\$11,087,706	\$11,087,706	\$11,087,706	\$11,087,706

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: CAPITAL/DEBT SERVICE
DEPARTMENT: DEBT SERVICE
FUNCTION: DEBT SERVICE 1076

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5290 PROFESS/TECHNICAL SE	0	2,500	0	2,500	2,500	2,500	2,500
5450 DEBT SERVICE	8,115,086	9,520,950	9,273,158	11,085,206	11,085,206	11,085,206	11,085,206
	-----	-----	-----	-----	-----	-----	-----
Total Operating Expenses	\$8,115,086	\$9,523,450	\$9,273,158	\$11,087,706	\$11,087,706	\$11,087,706	\$11,087,706
GRAND TOTAL	\$8,115,086	\$9,523,450	\$9,273,158	\$11,087,706	\$11,087,706	\$11,087,706	\$11,087,706

TOWN OF GROTON, CT
JUNE 30, 2021
STATUTORY DEBT LIMITS & TOWN INDEBTEDNESS

Purpose: To describe the Town's current indebtedness level and to demonstrate its relationship to statutory limits and Town Council Policy.

Total Tax Collections (including interest & lien fees)	\$90,594,972
Total Tax Collections (including interest and lien fees) of coterminous municipalities	\$13,586,339
Base for Establishing Debt Limit (per State Statute)	\$104,181,311

Debt Limits (per State Statute):	General Purpose	Schools	Sewers	Urban Renewal	Unfunded Pension	Total Debt
General Purpose (2.25 times base)	\$234,407,950					
Schools (4.50 times base)		\$468,815,900				
Sewers (3.75 times base)			\$390,679,916			
Urban Renewal (3.25 times base)				\$338,589,261		
Unfunded Pension (3.00 times base)					\$312,543,933	
Total Debt (7.0 times base)						\$729,269,177
Less Indebtedness:						
Bonds	\$13,644,000	\$66,081,000	\$9,415,000	\$0	\$0	\$89,140,000
Bond anticipation notes payable		\$38,000,000	\$0			\$38,000,000
Clean Water Fund Loans Authorized & Unissued	\$3,221	\$17,788,865	\$1,185,000	\$0	\$0	\$18,977,086
Underlying Debt:						
Bonds & Serial Notes	\$3,471,437	\$0	\$5,360,000	\$0	\$0	\$8,831,437
Authorized & Unissued	\$854,189	\$0	\$106,000	\$0	\$0	\$960,189
School Buildings Grants		-\$10,228,597			\$0	(\$10,228,597)
Total Indebtedness	\$17,972,847	\$111,641,268	\$21,220,056	\$0	\$0	\$150,834,171
Excess of State Limit Over Outstanding and Amortized Debt	\$216,435,103	\$357,174,632	\$369,459,860	\$338,589,261	\$312,543,933	\$578,435,006
	7.7%	23.8%	5.4%	0.0%	0.0%	20.68%

** Underlying debt is the debt of smaller municipal units within a government's jurisdiction. In the event of a default, the community may have a moral or political obligation to assume the debt and provide the special services of the defaulting unit.

Town Council Policy:

In September, 1993 the Town Council adopted a Debt Policy & Management/Fiscal Practices Policy, as revised in November 2017, that sets the limits on debt issuance which are more stringent than those imposed by the State of Connecticut.

The Council's policy provides the following guidelines, which excludes underlying debt:

- 1) The Town shall not exceed fifty (50) percent of its statutory debt limit. The Town is below the statutory debt limits at its current 20.68% of Town debt to statutory debt limit.
- 2) Total debt service shall not exceed ten (10) percent of the Total General Fund expenditures. Based on the proposed budget, the Town's debt service payment for FYE 2023 will be at 7.8% of expenditures.

TOWN OF GROTON

FYE 2023

**Calculation of Debt Payments, Capital and Contingency Reserves
(as a percent of the General Fund Budget)**

As per the Town Council Policy adopted/revised on November 28, 2017 entitled:

"Debt Policy and Management/Fiscal Practices"

- 1) Calculation of Capital Reserve & Debt Reserve Allocation to be not less than 4% of General Fund Budget.
- 2) Contingency Reserve is not to be more than 2% of the General Fund Operating Budget.

A) CALCULATION OF 4% AND 2% FIGURES		FYE 2023 Adopted
Total General Fund Budget (GFB)		\$142,623,947
Calculate 4% of GFB		\$5,704,958
B) DEBT & CAPITAL % CALCULATION		FYE 2023 Adopted
B1) Outstanding Debt Payments:		
Total Debt Payments (#1076)		\$11,085,206
Total Debt payments		\$11,085,206
B2) Capital Reserve Contribution:		
Capital Reserve (#10750)		\$3,297,000
Total Capital Reserve		\$3,297,000
Total Debt & Capital		\$14,382,206
% of Debt Payments & Contribution to Capital Reserve to GFB		10.1%
	\$ Amount over 4% allocation	\$ 8,677,248
C) CONTINGENCY & % CALCULATION		FYE 2023 Proposed
Contingency (#10941)		\$300,000
% of Contingency to GFB (= or < 2%)		0.21%

CONTINGENCY #1094

Final FYE 2023 Budget Result: During budget deliberations the RTM reduced this function by \$50,000.

The overall decrease in this budget is \$50,000 or 14.3%.

This represents the amount of funds set aside for unforeseen expenses.

Town Charter Section 9.10.7 requires that no expenditure may be charged directly to the Contingency account. Funds may be transferred from Contingency to any other account upon Town Council approval. Transfers of \$10,000 or more require the approval of the Representative Town Meeting (RTM).

The Town's Debt Policy and Management/Fiscal Practices specifies that an annual contingency reserve of not more than 2.0% of the General Fund operating budget must be maintained. This request of \$300,000 equates to approximately .21% of the General Fund Operating Budget.

Recent Contingency Experience:

- FYE 2022: \$350,000 was appropriated. Transfers in the amount of \$9,000 were approved for the Beautification Committee and \$104,548 in Fourth Quarter Transfers to Legal Services, Voter Registration and Human Resources.
- FYE 2021: \$350,000 was appropriated. Transfers in the amount of \$1,000 were approved for a donation to Southeastern CT Cultural Coalition; \$1,000 for a donation to Safe Futures Inc.; and an anticipated Fourth Quarter Transfer to Contributions to Other Funds of \$130,000 for the Revaluation Fund.
- FYE 2020: \$350,000 was appropriated. Transfers in the amount of \$8,645 were approved for an automatic transfer switch for the Groton ambulance generator; \$69,970 for repair of a retaining wall on Thames Street; \$16,904 for the retirement of long-term employee in OPDS and parcel appraisal for grant application; \$15,000 for an increase in coastal property insurance coverage, public official liability, and unemployment.
- FYE 2019: \$450,000 was appropriated. Transfers in the amount of \$201,427 were approved for wage increases, BOE budget to meet minimum budget requirement (MBR), Legislative Policy, Groton Long Point, City of Groton, Voter Registration, Finance, Human Resources, Public Works and Library.
- FYE 2018: \$650,000 was appropriated and a supplemental appropriation from Fund balance of \$350,000. Transfers in the amount of \$785,475 were approved for wage increases, 50% of the City of Groton TIF district master plan, consultant fees for Town-City Highway Analysis, Charter Revision Commission, Town Manager recruitment expenses.
- FYE 2017: \$425,000 was appropriated. Transfers in the amount of \$414,286 were approved for wage increases, Charter Revision Commission, CTNEXT Initiative, Thames River Waterfront Taxi, historical document purchase, Town Manager recruitment services, Fleet fund contribution, Legal Services, Insurance & Claims, Self-Funded Plans, Emergency Communications.
- FYE 2016: \$550,000 was appropriated and transferred to Voter Registration, Town Clerk, Information Technology, Finance, Public Safety, Public Works, Office of Planning & Development, Human Services, Library, Parks & Recreation, Legal Services and Insurance & Claims.
- FYE 2015: \$350,000 was appropriated and transferred to Executive Management, Public Works, Human Services, Regional Agencies and Finance. A supplemental appropriation from Fund balance was also required (\$286,936).
- FYE 2014: \$350,000 was appropriated and was transferred to Debt Service, City of Groton & Public Works.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: CONTINGENCY
DEPARTMENT: CONTINGENCY
FUNCTION: CONTINGENCY 1094

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

APPROPRIATION							

Operating Expenses	0	341,000	341,000	350,000	350,000	350,000	300,000
	-----	-----	-----	-----	-----	-----	-----
Total Appropriation	\$0	\$341,000	\$341,000	\$350,000	\$350,000	\$350,000	\$300,000

COST CENTERS							

10941 GENERAL CONTINGENCY	0	341,000	341,000	350,000	350,000	350,000	300,000
	-----	-----	-----	-----	-----	-----	-----
Total Cost Centers	\$0	\$341,000	\$341,000	\$350,000	\$350,000	\$350,000	\$300,000

FINANCING PLAN							

GENERAL FUND	0	341,000	341,000	350,000	350,000	350,000	300,000
	-----	-----	-----	-----	-----	-----	-----
Total Financing Plan	\$0	\$341,000	\$341,000	\$350,000	\$350,000	\$350,000	\$300,000

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2023 ADOPTED BUDGET

8-Jun-2022

AREA OF SERVICE: CONTINGENCY
DEPARTMENT: CONTINGENCY
FUNCTION: CONTINGENCY 1094

	ACTUAL FYE 2021	ADJUSTED FYE 2022	ESTIMATE FYE 2022	REQUEST FYE 2023	MANAGER FYE 2023	COUNCIL FYE 2023	RTM FYE 2023

OPERATING EXPENSES							

5499 CONTINGENCY	0	341,000	341,000	350,000	350,000	350,000	300,000
Total Operating Expenses	\$0	\$341,000	\$341,000	\$350,000	\$350,000	\$350,000	\$300,000
GRAND TOTAL	\$0	\$341,000	\$341,000	\$350,000	\$350,000	\$350,000	\$300,000

TOWN OF GROTON

Capital Improvement Budget/Program

The Capital Improvement Plan (CIP) is a long-term planning and policy document that includes capital projects for the upcoming fiscal year plus the ensuing five (5) fiscal years. Projects are evaluated and prioritized in terms of their need by the Town, their cost effectiveness, their ability to generate economic benefit, and their courses of funding. In this way, projects included in the CIP are only those that reflect both the capital needs of the Town and its ability to fund these projects.

The Town prepares its CIP document in accordance with two definitions of what constitutes a capital improvement:

“...Capital improvement means a major improvement or betterment of a non-recurring nature to the physical plant of the municipality as differentiated from ordinary repairs or maintenance of a recurring nature,...” (Connecticut State Statutes, Sec. 8-160)

“Appropriations from the fund (Capital Reserve Fund for capital and non-recurring expenditures) shall be made only for capital assets, projects, or acquisitions of a non-recurring nature, with a cost of over \$25,000, and with a useful life expectancy of over five years.” (Code of Ordinances, Chapter 2, Section 2-1©; Ord. No. 179, 9-17-85)

This section of the Budget contains the Capital Improvement Budget (CIB) which is the annual appropriation for capital spending for the various projects that pertain to the upcoming fiscal year. This CIB summary page provides a one-line description of the projects and denotes each project's source of funding. In addition to the summary page, each proposed project is described on an individual Project Detail sheet which contains a brief description of the project, the estimated cost, proposed method of financing, and a schedule for implementation.

TOWN OF GROTON		
Reconciliation from Manager's to Council's to RTM's		
FYE 2023 Capital Projects Budget		
		Capital Reserve Fund (501)
Manager's Budget (as of 3/15/2022):		\$ 8,136,000
Additions to Manager's Budget by Town Council:		
6A	Senior Center 4/9/2022	\$ 5,000
6D	Groton Public Library 4/9/2022	\$ 25,000
6M	Police 4/9/2022	\$ 50,000
Reductions to Manager's Budget by Town Council:		
1B	Traffic Signal Replacement and Upgrade - changed funding to ARPA 4/6/2022	\$ (430,000)
3C	Infill Sidewalk Construction - changed funding to ARPA 4/6/2022	\$ (200,000)
4A	Facilities Improvements - changed funding to ARPA 4/6/2022	\$ (980,000)
4B	Community Connectivity Program - changed funding to ARPA 4/6/2022	\$ (210,000)
4C	Golf Course Improvement Plan 4/6/2022	\$ (25,000)
4C	Golf Course Improvement Plan - changed remaining funding to ARPA 4/6/2022	\$ (260,000)
4F	Parks and Recreation Master Plan - changed funding to ARPA 4/6/2022	\$ (80,000)
5A	Fitch High School Athletic Facilities 4/6/2022	\$ (244,000)
5D	Fitch High & Barnum Schools HVAC Upgrades 4/6/2022	\$ (50,000)
5E	Fitch High School Culinary Arts 4/6/2022	\$ (70,000)
6C	Town Hall Complex - Changed funding to ARPA 4/9/2022	\$ (895,000)
6D	Groton Public Library - Changed funding to ARPA 4/9/2022	\$ (125,000)
6I	Golf Course Facilities - Maintenance Building - Changed funding to ARPA 4/9/2022	\$ (455,000)
6K	Golf Course Facilities - Club House 4/9/2022	\$ (50,000)
6K	Golf Course Facilities - Club House - Changed funding to ARPA 4/9/2022	\$ (25,000)
6M	Police - Changed funding to ARPA 4/9/2022	\$ (50,000)
8A	Economic Assistance Fund 4/9/2022	\$ (25,000)
8B	Open Space Acquisition 4/9/2022	\$ (25,000)
8C	Gateway/Wayfinding Sign Project - Changed funding to ARPA 4/9/2022	\$ (70,000)
8D	Downtown Mystic Parking - Changed funding to ARPA 4/9/2022	\$ (150,000)
Council's Budget (as of April 18, 2022):		\$ 3,797,000
Additions to Council's Budget by RTM:		
8A	Economic Assistance Fund 5/18/2022	\$ 15,000
Reductions to Council's Budget by RTM:		
6A	Senior Center 5/9/2022	\$ (15,000)
RTM's Budget (as of May 23, 2022):		\$ 3,797,000
Add WPCF Projects		\$ 2,000,000
Total Capital Projects		\$ 5,797,000

ADOPTED - CAPITAL PROJECTS - FYE 2023 (000)						
PROJECT	Page #	Source of Funds			Other Funding Source	Total Costs
		Capital Reserve Fund	General Obligation Bonds	Other		
1) ROADS						
A) TOWN PAVEMENT MANAGEMENT PROGRAM	216	\$ 850			ARPA funding	\$ 850
B) TRAFFIC SIGNAL REPLACEMENT AND UPGRADE	217	\$ 0		\$ 430		\$ 430
C) GROTON LONG POINT BRIDGE RECONSTRUCTION	218	\$ 70		\$ 280	Federal Local Bridge Program	\$ 350
E) ROAD RECONSTRUCTION - MAIN STREET NOANK	219	\$ 75				\$ 75
F) NORTH STONINGTON ROAD BRIDGE	220	\$ 0				\$ 0
I) GLP PAVEMENT MANAGEMENT PROGRAM	221	\$ 125				\$ 125
SUBTOTAL		\$ 1,120		\$ 710		\$ 1,830
2) DRAINAGE AND WATERSHED PROTECTION						
A) CULVERT REHABILITATION	222	\$ 741		\$ 741	State DOT Local Bridge Program	\$ 1,482
B) LOCAL DRAINAGE IMPROVEMENTS/ NEW INSTALLATIONS	223	\$ 45				\$ 45
SUBTOTAL		\$ 786		\$ 741		\$ 1,527
3) SIDEWALKS						
B) REPLACEMENT SIDEWALK CONSTRUCTION	224	\$ 75			ARPA funding	\$ 75
C) INFILL SIDEWALK CONSTRUCTION	225	\$ 0		\$ 200		\$ 200
SUBTOTAL		\$ 75		\$ 200		\$ 275
4) PARKS AND RECREATION						
A) FACILITIES IMPROVEMENTS	226	\$ 0		\$ 1,180	\$980 ARPA / \$200 LoCIP	\$ 1,180
B) COMMUNITY CONNECTIVITY PROGRAM	227	\$ 0		\$ 210		\$ 210
C) GOLF COURSE IMPROVEMENT PLAN	228	\$ 0		\$ 260	ARPA funding	\$ 260
D) PARK INVESTMENTS/ADA COMPLIANCE	229	\$ 175				\$ 175
F) PARKS AND RECREATION MASTER PLAN	230	\$ 0		\$ 80	ARPA funding	\$ 80
SUBTOTAL		\$ 175		\$ 1,730		\$ 1,905
5) EDUCATION						
A) FITCH HIGH SCHOOL ATHLETIC FACILITIES	231	\$ 0				\$ 0
B) CHARLES BARNUM ELEMENTARY SCHOOL	232	\$ 1,000				\$ 1,000
D) FITCH HIGH & BARNUM SCHOOLS HVAC UPGRADES	233	\$ 0				\$ 0
E) FITCH HIGH SCHOOL CULINARY ARTS	234	\$ 0				\$ 0
SUBTOTAL		\$ 1,000		\$ 0		\$ 1,000
6) PUBLIC BUILDINGS						
A) SENIOR CENTER	235	\$ 25			ARPA funding	\$ 25
C) TOWN HALL COMPLEX	236	\$ 0		\$ 200		\$ 200
D) GROTON PUBLIC LIBRARY	237	\$ 185		\$ 125	ARPA funding	\$ 310
I) GOLF COURSE FACILITIES - MAINTENANCE BUILDING	238	\$ 0		\$ 455	ARPA funding	\$ 455
K) GOLF COURSE FACILITIES - CLUB HOUSE	239	\$ 0		\$ 25	ARPA funding	\$ 25
M) POLICE	240	\$ 60		\$ 250	LoCIP	\$ 310
N) TOWN HALL ANNEX COMPLEX ANNEX BUILDING	241	\$ 25				\$ 25
SUBTOTAL		\$ 295		\$ 1,055	\$ -	\$ 1,350
7) TECHNOLOGY						
A) INFORMATION TECHNOLOGY INFRASTRUCTURE	242	\$ 113				\$ 113
F) SQUAD CAR/BODY CAMS - PUBLIC SAFETY	243	\$ 66				\$ 66
G) TOWN MEETING ROOM AV/PRESENTATION EQUIPMENT REPLACEMENT/UPGRADE	244	\$ 91				\$ 91
J) POLICE SPEED DISPLAY DEVICES	245	\$ 21				\$ 21
SUBTOTAL		\$ 291		\$ 0		\$ 291
8) PLANNING AND ECONOMIC DEVELOPMENT						
A) ECONOMIC ASSISTANCE FUND	246	\$ 40			ARPA funding	\$ 40
B) OPEN SPACE ACQUISITION	247	\$ 0				\$ 0
C) GATEWAY/WAYFINDING SIGN PROJECT	248	\$ 0		\$ 70		\$ 70
D) DOWNTOWN MYSTIC PARKING	249	\$ 0		\$ 15		\$ 15
E) MYSTIC COASTAL ACCESS TRAIL AND SIGNAGE PROGRAM	250	\$ 15				\$ 15
SUBTOTAL		\$ 55		\$ 85		\$ 140
9) ENERGY EFFICIENCY AND CONSERVATION						
SUBTOTAL		\$ 0		\$ 0		\$ 0
10) WATER POLLUTION CONTROL FACILITY						
B) PUMP STATIONS	251			\$ 1,200	WPCF User Fees	\$ 1,200
C) TREATMENT FACILITY	252			\$ 800	WPCF User Fees	\$ 800
SUBTOTAL		\$ 0		\$ 2,000		\$ 2,000
TOTAL		\$ 3,797	\$ 0	\$ 6,521		\$ 10,318

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT A) TOWN PAVEMENT MANAGEMENT PROGRAM				ACTIVITY/DEPARTMENT 1) ROADS				
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>The Town is responsible for funding the maintenance of 132 miles of roads in the Town, City and Groton Long Point. An updated pavement management study was completed for the entire road network in March 2020. This study inspected the pavement surface of all of the roads and assigned a pavement condition index (PCI) which is a rating of 0-100 with 100 being perfect. The generally accepted industry standard is to maintain roads at a PCI of 70 or above. The current average PCI for all Town roads is 71. Based on the methods the Town uses to rehabilitate paved surfaces, the Town needs to fund approximately \$1.2 million per year to maintain this current PCI level for its roads.</p> <p>In November 2012, voters approved a bond referendum of \$11.2 million to fund road rehabilitation for the Town, City and Groton Long Point. These funds have been depleted. The Town Council has elected not to fund road resurfacing through bonding but rather revert to placing funds in the CIP, as was done prior to 2012.</p> <p>Approved in FYE 22 were funds (\$810,000) to repave a number of roads. Bridge Street and Military Highway are the only remaining roads from the FYE 22 list and they will be done in the spring of 2022. It is estimated that the remaining funds from the FYE 22 approval will be \$405,000.</p> <p>Requested for FYE 23 are funds (\$850,000) to be used in addition to the FYE 22 remaining funds (\$405,000) to rehabilitate the roads listed below.</p> <p>Roads scheduled to be rehabilitated in FYE 23:</p> <ul style="list-style-type: none">- Boulder Court (PCI - 30): \$45,000- Buddington Road (PCI - 36 & 55): \$800,000- Hemlock Road (PCI - 45): \$70,000- Laurelwood Road (PCI - 38): \$160,000- Lemont Road (PCI - 46): \$70,000- Meredyth Hill Road (PCI - 22): \$45,000- Stonecrest Road (PCI - 28): \$65,000 <p>Programmed for FYE 24 through 28 are funds (\$1,200,000) per year.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering								0
B. Land and Right of Way								0
C. Construction	C	850	1200	1200	1200	1200	1200	6850
D. Equipment								0
E. Other Costs								0
Total	C	850	1200	1200	1200	1200	1200	6850
<p>*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other</p> <p>There were no changes made during budget deliberations.</p>								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT B) TRAFFIC SIGNAL REPLACEMENT AND UPGRADE			ACTIVITY/DEPARTMENT 1) ROADS					
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>The Town is responsible for traffic signals installed at the intersections of Town roads; locations that control traffic from a private driveway onto a town road, or a town driveway onto a State road, installed at the Town's request. All other locations are the responsibility of the State DOT. Currently, the Town has four locations where traffic signals are town owned. Those are Military Highway/Crystal Lake Road, Gungywamp Road/Briar Hill Road, Poquonnock Road/Village Lane, and Route 1/Harry Day Drive.</p> <p>Funds were approved in FYE 09 for a traffic engineer to review each of the intersections and prepare a report of the condition of existing equipment, the continuing need for the traffic signals, a recommended replacement schedule, and cost estimates. This report identified Military Highway at Crystal Lake Road (completed), Gungywamp Road at Briar Hill Road (completed), Poquonnock Road at Village Lane, Route 1 at Harry Day Drive (completed), and the elimination of a signal at Bridge Street at Kings Highway (completed).</p> <p>Approved in FYE 22 were funds (\$30,000) for the design of a traffic signal replacement at the intersection of Poquonnock Road and Village Lane.</p> <p>Requested for FYE 23 are funds (\$430,000) for the traffic signal replacement at Poquonnock Road and Village Lane. This will complete the upgrade to Town owned traffic signals.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering								0
B. Land and Right of Way								0
C. Construction	O	430						430
D. Equipment								0
E. Other Costs								0
Total	O	430	0	0	0	0	0	430
*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other (ARPA funding)								
The Town Council changed the funding source to ARPA. The RTM sustained this action.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL																																																																																						
PROJECT C) GROTON LONG POINT BRIDGE RECONSTRUCTION				ACTIVITY/DEPARTMENT 1) ROADS																																																																																		
DESCRIPTION/PURPOSE/JUSTIFICATION																																																																																						
<p>The Town retained AECOM, a bridge consultant, to prepare an engineering investigation and a study of options for the rehabilitation or replacement of the Groton Long Point Bridge over Palmer's Cove, including the approach causeways. This study was necessitated by the deteriorating condition of the bridge and the concerns regarding the capability of the bridge and causeway to withstand a storm surge. The last inspection rated the bridge as poor. The study was completed and presented to the Town Council in October 2013. The previous Town Council selected "Option 2" which calls for the replacement of the superstructure, repair of the causeway, rehabilitation of the substructure, and the installation of a separate sidewalk and elevated boardwalk.</p> <p>Approved in FYE 19 were funds (\$300,000) to revisit the guidance provided by the previous Council in the selection of an option, and complete preliminary engineering. Grant opportunities and permitting requirements will be identified to fund the permitting, final design and construction. It is anticipated that the cost for the project will be in the range of \$6 to \$8 million.</p> <p>Requested for FYE 23 are funds (\$350,000) to complete the final design and obtain all necessary permits. Construction is expected to be done in FYE 24-25.</p>																																																																																						
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	Source of Funds*	Estimated Funding by Year						Total Estimated Cost																																																																														
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Total	C,O	350	0	0	0	0	0	350																																																																														
<div style="display: flex; justify-content: space-between;"> <div>*Funding</div> <div> (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other (Federal Local Bridge Program) </div> </div> <p>There were no changes made during budget deliberations.</p>																																																																																						

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL																																																																													
PROJECT E) ROAD RECONSTRUCTION - MAIN STREET NOANK				ACTIVITY/DEPARTMENT 1) ROADS																																																																									
DESCRIPTION/PURPOSE/JUSTIFICATION																																																																													
<p>Main Street, Noank has deteriorated to a point where it must be reconstructed. The cost effective strategy as defined in our Pavement Management Program is to perform rehabilitation and maintenance on any road whose Pavement Management Index is 50 or greater. This road falls below that level and is programmed for reconstruction under this separate project and funding as this is more than a repaving project.</p> <p>To properly reconstruct the pavement on Main Street, several components of the road must be addressed including drainage, parking, sidewalks (existing and proposed), utilities, and the character of the road in relationship to the surroundings. These components must be decided with public input before design is started.</p> <p>Main Street is about 1,500 feet in length with widths varying from 28 to 39 feet. Existing drainage is a mix of catch basins and drainage swales. Existing sidewalks are concrete or asphalt with granite and asphalt curbing.</p> <p>Construction sequencing will be important to minimize the impact on the marinas and restaurants during the summer.</p> <p>Requested for FYE 23 are funds (\$75,000) to hire a consultant to prepare the concept plan for the reconstruction of the road and to conduct a public engagement program. Design funds will be programmed in FYE 24 to prepare a design so that detailed cost estimated can be provided for a potential bond referendum scheduled for November of 2025.</p>																																																																													
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	Source of Funds*	Estimated Funding by Year						Total Estimated Cost																																																																					
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E. Other Costs								0																																																																					
Total	C,G	75	0	0	0	0	0	75																																																																					
<div style="display: flex; justify-content: space-between;"> <div>*Funding</div> <div>(C) Capital Reserve Fund</div> <div>(G) General Obligation Bonds</div> <div>(O) Other</div> </div>																																																																													
There were no changes made during budget deliberations.																																																																													

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT				ACTIVITY/DEPARTMENT				
F) NORTH STONINGTON ROAD BRIDGE				1) ROADS				
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>In March 2010 the North Stonington Road Bridge, which straddles Groton and Stonington, was in poor condition following a 500 year storm. Groton and Stonington hired an engineering firm to perform an inspection and load rating analysis of the bridge. The inspection revealed that the superstructure should be repaired or replaced, and a weight restriction was placed on the bridge. The condition of the bridge was not a result of the flooding.</p> <p>Funding was approved in FYE 12 to design the repair work and the cost was shared 50/50 with Stonington. Groton's share for the design and construction of the repairs was \$50,000. Repair work began on the bridge in June 2012. It became clear that the deck would have to be replaced, something not anticipated at the start of work. Work stopped and the engineer estimated the cost of deck replacement to be \$200,000 or replacement of the entire superstructure to be \$750,000.</p> <p>On March 31, 2014, with Town Council authorization, a settlement was reached with the original engineering firm for \$90,000. These funds were used to hire a consulting engineering firm to investigate the existing abutments and proposed alternatives to reestablish the bridge. That investigation has been completed and reviewed with the Town of Stonington.</p> <p>A preliminary application received a "commitment to fund" for a 50% grant through the State's Local Bridge Program in FYE 16 to replace the entire bridge.</p> <p>There is a state grant that would cover \$600,000 of the bridge replacement cost, with the remaining to be a local cost. The Towns of Stonington and Groton have not been able to come to an agreement yet on splitting the local cost of the bridge. Should the Town of Groton want to replace the bridge through the FYE 23 CIP, the cost will likely have to be paid entirely by the Town of Groton. A placeholder has been included in this CIP in case the Town Council decides they would like to put funds towards the project.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering	O C	0 0						0 0
B. Land and Right of Way								0
C. Construction	O C	0 0						0 0
D. Equipment								0
E. Other Costs								0
Total	C,O	0	0	0	0	0	0	0
<div style="display: flex; justify-content: space-between;"> <div>*Funding</div> <div> (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other (Town of Stonington) (Local Bridge Program) </div> </div>								
The Town Council reduced this CIP to zero. The RTM sustained this action.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT				ACTIVITY/DEPARTMENT				
I) GLP PAVEMENT MANAGEMENT PROGRAM				1) ROADS				
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>The Groton Long Point Association plans to pave Ridge Street, North Street and a section of Ridge Road (from Beach to Ridge Street) in the Fall of 2022 or Spring of 2023 depending on the availability of the Groton Town paving crew.</p> <p>According to the Pavement Study conducted by the Town of Groton in 2020, North Street has GLP's lowest Pavement Condition Index (PCI) at 39 which is a rating of very poor. Ridge Street and Ridge Road have a rating of 40 which is poor on the rating scale.</p> <p>Requested for FYE 23 are funds (\$125,000) to pave Ridge Street, North Street and a section of Ridge Road.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering								0
B. Land and Right of Way								0
C. Construction	C	125						125
D. Equipment								0
E. Other Costs								0
Total	C	125	0	0	0	0	0	125
*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other								
There were no changes made during budget deliberations.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT				ACTIVITY/DEPARTMENT				
A) CULVERT REHABILITATION				2) DRAINAGE AND WATERSHED PROTECTION				
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>There are several stream crossings with our local roads that need the pipes replaced due to failure, the road crossing realigned/widened to allow for safer passage of vehicle or, to allow the increase of water to flow through them.</p> <p>A number of stream crossings should be renovated, making them safer for vehicles, adding protection for the watercourse and providing protection downstream of the road crossing in the case of overtopping. This project is consistent with the Town of Groton Hazard Mitigation Plan.</p> <p>Approved in FYE 21 were funds (\$390,000) for the design for the replacement of the deteriorated culverts on Quaker Farm Road. This crossing has been closed for three years due to the failure of the twin metal pipes. Under the State Local Bridge Program, CT DOT has given the town a commitment to fund 50% of the total project cost. The total project cost is \$1,650,000 including all design (\$168,000) and construction, inspection and contingencies (\$1,482,000).</p> <p>Requested for FYE 23 are funds (\$1,482,000) for the construction of a bridge to replace the culverts. The state local bridge program will cover 50% of the total project cost.</p> <p>Programmed for FYE 24 are funds (\$200,000) for the design of the replacement of the old stone culvert on River Road, opposite house #901. The existing culvert is in a deteriorated state and numerous temporary repairs have been made.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering	C		200					200
B. Land and Right of Way								
C. Construction	O	741						741
	C	741		TBD				741
D. Equipment								
E. Other Costs								
Total	C,O	1482	200	0	0	0	0	1682
<div>*Funding</div> <div>(C) Capital Reserve Fund</div> <div>(G) General Obligation Bonds</div> <div>(O) Other (State DOT Local Bridge Program)</div>								
There were no changes made during budget deliberations.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL																																																																													
PROJECT B) LOCAL DRAINAGE IMPROVEMENTS/ NEW INSTALLATIONS				ACTIVITY/DEPARTMENT 2) DRAINAGE AND WATERSHED PROTECTION																																																																									
DESCRIPTION/PURPOSE/JUSTIFICATION																																																																													
<p>Drainage systems are installed to control flooding, prevent erosion, improve water quality, and protect public and private property from damage. All new systems are designed to current Town of Groton Road and Drainage Standards. This project funds local drainage system improvements consisting of 1) installation of new local drainage systems, 2) retrofits of existing systems and 3) mandated modifications required by current Federal and State permit requirements for MS4s.</p> <p>Mandated by the Department of Energy and Environmental Protection's Small Municipal Separate Storm Sewer Systems (MS4s) General Permit, the Town must develop, implement and enforce best management practices for 6 minimum control measures. While some of these are administrative in nature and the cost will be programmed in the annual operating budget, several will require modification to the drainage system and the impervious areas that drain into the system.</p> <p>Approved in FYE 22 were funds (\$35,000) to study, design and permit drainage improvements to eliminate flooding occurring to private properties adjacent to the 16th hole at the Shennecossett Golf Course.</p> <p>Requested for FYE 23 are funds (\$45,000) to study the repeated flooding of roads in West Mystic. Projections of sea level rise in this area show water over the road impacts to the road occurring monthly. This study will identify options and costs to improve the drainage.</p> <p>Programmed for FYE 24 are funds (TBD) to construct the improvements to eliminate flooding of private properties adjacent to the 16th hole of the golf course.</p> <p>Programmed for FYE 25 through FYE 26 are funds (TBD) to implement the improvements in West Mystic..</p>																																																																													
RECOMMENDED FINANCING (000)																																																																													
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2"></th> <th rowspan="2">Source of Funds*</th> <th colspan="6">Estimated Funding by Year</th> <th rowspan="2">Total Estimated Cost</th> </tr> <tr> <th>FYE2023</th> <th>FYE2024</th> <th>FYE2025</th> <th>FYE2026</th> <th>FYE2027</th> <th>FYE2028</th> </tr> </thead> <tbody> <tr> <td>A. Planning and Engineering</td> <td>C</td> <td>45</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>45</td> </tr> <tr> <td>B. Land and Right of Way</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>0</td> </tr> <tr> <td>C. Construction</td> <td>C</td> <td></td> <td>TBD</td> <td>TBD</td> <td>TBD</td> <td></td> <td></td> <td>TBD</td> </tr> <tr> <td>D. Equipment</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>0</td> </tr> <tr> <td>E. Other Costs</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>0</td> </tr> <tr> <td>Total</td> <td>C</td> <td>45</td> <td>0</td> <td>0</td> <td>TBD</td> <td>0</td> <td>0</td> <td>45</td> </tr> </tbody> </table>										Source of Funds*	Estimated Funding by Year						Total Estimated Cost	FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	A. Planning and Engineering	C	45						45	B. Land and Right of Way								0	C. Construction	C		TBD	TBD	TBD			TBD	D. Equipment								0	E. Other Costs								0	Total	C	45	0	0	TBD	0	0	45
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost																																																																					
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028																																																																						
A. Planning and Engineering	C	45						45																																																																					
B. Land and Right of Way								0																																																																					
C. Construction	C		TBD	TBD	TBD			TBD																																																																					
D. Equipment								0																																																																					
E. Other Costs								0																																																																					
Total	C	45	0	0	TBD	0	0	45																																																																					
<div style="display: flex; justify-content: space-between;"> *Funding (C) Capital Reserve Fund (G) General Obligation Bonds </div> <div style="display: flex; justify-content: flex-end;"> (O) Other </div>																																																																													
There were no changes made during budget deliberations.																																																																													

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL	
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PROJECT	ACTIVITY/DEPARTMENT
B) REPLACEMENT SIDEWALK CONSTRUCTION	3) SIDEWALKS

DESCRIPTION/PURPOSE/JUSTIFICATION	
1	1
2	2
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100	100

This project funds the replacements of our existing sidewalk network totaling 650,000 linear feet of concrete and asphalt sidewalks. All replaced or repaired sections of sidewalks will provide ADA compliant ramps to make them accessible to all users.

This project also addresses the numerous tripping hazards (lifted sidewalk panels) that exist throughout the sidewalk network.

Requested for FYE 23 and programmed for subsequent years are funds (\$75,000/yr.) to continue addressing the over 150 distressed areas identified on our existing sidewalk network that need attention.

RECOMMENDED FINANCING (000)	
1	2
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97	98
99	100

	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering								0
B. Land and Right of Way								0
C. Construction	C	75	75	75	75	75	75	450
D. Equipment								0
E. Other Costs								0
Total	C	75	75	75	75	75	75	450

*Funding	(C) Capital Reserve Fund	(G) General Obligation Bonds
		(O) Other

There were no changes made during budget deliberations.

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT			ACTIVITY/DEPARTMENT					
C) INFILL SIDEWALK CONSTRUCTION			3) SIDEWALKS					
DESCRIPTION/PURPOSE/JUSTIFICATION								
The Town's 2005 Groton Bicycle, Pedestrian & Trails Master Plan identified a number of areas where infill or new sidewalks are needed. Areas were prioritized and over the years a few of these areas have been addressed either through the CIP, DOT projects or by private site development.								
This project is a multiyear plan to address those remaining high priority areas with a phased approach. Areas to address include:								
<ul style="list-style-type: none">• Route 1 (Downtown Groton to Route 12) - \$400,000• Gaps along the north side of Route 1 from Route 117 to downtown Groton - \$300,000• Poquonnock Plains Park frontage - \$125,000• Route 1 (Groton Long Point Road to Judson Avenue) - \$500,000• Groton Long Point Road (Brook Street to Esker Point Beach) - \$300,000• Fishtown Road (Mystic River Magnet School to Noank Road) - \$800,000• Allyn Street (Whitehall Lane to Edgecomb Street - \$100,000								
Requested for FYE 23 and programmed for FYE 24-28 are funds (\$200,000 per year) to construct sidewalks in these high priority areas.								
Sidewalk designs for each area will consider: traditional 5' wide concrete/asphalt sidewalks, 10' wide multi-use paths, ADA accessibility, crosswalks and other mobility issues.								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering								0
B. Land and Right of Way								0
C. Construction	O C	200 0	200	200	200	200	200	200 1000
D. Equipment								0
E. Other Costs								0
Total	C, O	200	200	200	200	200	200	1200
*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other (ARPA funding)								
The Town Council changed the funding source to ARPA. The RTM sustained this action.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT				ACTIVITY/DEPARTMENT				
A) FACILITIES IMPROVEMENTS				4) PARKS AND RECREATION				
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>Requested for FYE 23 are funds (\$395,000) to revitalize Sutton Park, based on improvements identified in the 2009 Sutton Park Master Plan to complete the conversion of the asphalt surfacing in the skate park to concrete, replacement of the "bowl" which was improperly designed when originally built, patching and replacing seams within the park to address safety concerns and removing portions of the fence around the skate park; (\$160,000) to install proper lighting to expand available skate park use; (\$210,000) to replace the existing playground that was installed in 1996, install new safety surface material, increasing ADA accessibility; (\$85,000) to implement landscaping changes, creating a more open, safe and inviting park; (\$25,000) to re-roof the pavilion, and (\$175,000) to remove, redesign and repave the front parking lot.</p> <p>Also requested for FYE 23 are funds (\$130,000) to widen the walking path and install solar lights along the path and in the parking lot at Poquonnock Plains Park to expand the use and safety of this very popular facility. Use of the walking path has grown since the pandemic and remains strong.</p> <p>Programmed for FYE 24 are funds (\$90,000) to replace the Poquonnock Plains parking lot. The project would include installing geogrid in the parking lot to stabilize the ground and paving around the roundabout. Geogrids are recognized as Low Impact Developments and help filter contaminants.</p> <p>Programmed for FYE 25 are funds (TBD) to replace Wolfebrook Park Playground. The playground was installed in 1992.</p> <p>Programmed for FYE 26 are funds (\$55,000) for the repainting of the tennis and basketball courts at Farquhar Park and the painting of the Sutton Park basketball court, and funds (\$130,000) to replace Woodcrest Park playground. The park was installed in 1992.</p> <p>Programmed for FYE 27 are funds (\$50,000) to replace the playground in Windward Passage Park.</p> <p>Programmed for FYE 28 are funds (TBD) to replace Poquonnock River Walkway.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering								0
B. Land and Right of Way								0
C. Construction	O C	1180 0	90	TBD	185	50	TBD	1180 325
D. Equipment								0
E. Other Costs								0
Total	C,O	1180	90	0	185	50	0	1505
<p>*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other (\$200,000 LoCIP, \$980,000 ARPA funding)</p> <p>The Town Council changed the funding to \$200,000 LoCIP / \$980,000 ARPA. The RTM sustained this action.</p>								

**CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL**

PROJECT	ACTIVITY/DEPARTMENT
B) COMMUNITY CONNECTIVITY PROGRAM	4) PARKS AND RECREATION

DESCRIPTION/PURPOSE/JUSTIFICATION

Requested for FYE 23 are funds (\$35,000) to design and permit a bike path from the G&S Trolley Trail to Fitch High School, and (\$25,000) for matching funds for recreation trail grants to continue work at Beebe Pond and Copp Family Park.

Also requested for FYE 23 are funds (\$150,000) to develop a Community Connectivity Master Plan. The plan will integrate a complete streets plan with an update of the town's Bicycle, Sidewalk and Trail Master Plan to create a transportation network that is bike and pedestrian friendly. In 2020, the town conducted a statistically valid Recreational Needs Assessment. The assessment identified increased trail and pathway connectivity as the second highest rated need in the community.

Programmed for FYE 24 are funds (\$33,000) for a gravel walking path that includes a loop around the perimeter of the open space behind the Library.

Programmed for FYE 24 and FYE 25 are funds (\$140,000/yr.) to construct the bike path from G&S Trolley Trail to Fitch High School.

Programmed for FYE 26 are funds (\$60,000) to develop two sections of the bike path from Depot Road to Thomas Road based on the recommendations from the consultant's study:

- Section 2 – 0.27 miles a 6 ft. wide on-road bike lane along depot Road with curbside parking on one side.
- Section 3 – 0.32 miles a 6 ft. wide on-road bike lane on Fort Hill Road with a 2 ft. wide striped buffer.

Programmed for FYE 27 are funds (\$26,000) to develop two additional sections of the project for a bike path from Depot Road to Thomas Road based on the recommendations from the consultant's study.

- Section 4 – 0.28 miles of a 4 ft. wide on-road bike path with travel lanes on reduced to 10 ft. wide on South Road.
- Section 5 – 0.18 miles Shared Lane Markings placed within the 12 ft. travel lanes on South Road to a point south of Tilcon.

RECOMMENDED FINANCING (000)

	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering	O	185						185
B. Land and Right of Way								0
C. Construction	O C	25 0	173	140	60	26	134	25 533
D. Equipment								0
E. Other Costs								0
Total	C,O	210	173	140	60	26	134	743

*Funding (C) Capital Reserve Fund (G) General Obligation Bonds
(O) Other (ARPA funding)

The Town Council changed the funding source to ARPA. The RTM sustained this action.

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT			ACTIVITY/DEPARTMENT					
C) GOLF COURSE IMPROVEMENT PLAN			4) PARKS AND RECREATION					
DESCRIPTION/PURPOSE/JUSTIFICATION								
Shennecossett Golf Course operates as a special revenue fund. It has been demonstrated that the revenue generated can support the golf course operations; however it is not enough to support capital improvements.								
Recommendations from the National Golf Foundation and the Master Plan from Mungeam Cornish Golf Design Firm a series of necessary facility improvements to the golf course were identified.								
Requested for FYE 23 are funds (\$230,000) to restore approach and greenside bunkers on hole 4, rebuild cart path from hole 4 to hole 5 and greenside and fairway bunkers on a portion of hole 6.								
Also requested for FYE 23 are funds (\$25,000) to conduct an operational analysis of the golf course for the purpose of maximizing economic potential and improving operational efficiency. The previous study was conducted in 2004.								
Also requested for FYE 23 are funds (\$30,000) to replace the chain link fence along Eastern Point Road and the fencing around the tunnel								
Programmed for FYE 24 are funds (\$258,000) to renovate and restore fairway bunkers, expand and re-build tees on 3 and start renovating fairway bunkers on 5.								
Programmed for FYE 25 are funds (\$510,000) to renovate and restore bunkers on holes 5, 6 and 7.								
Programmed for FYE 26 are funds (\$507,000) for work on bunkers on holes 2, 8 and a part of hole 1.								
Programmed for FYE 27 are funds (\$575,000) to work on bunkers on holes 12-17 and a portion of hole 18.								
Programmed for FYE 28 are funds (1,838,000) to replace the irrigation system on the course. Waterlines frequently break due to the age of the system. Half of the course was installed in 1997 and the other half in 2001.								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering	O	7						7
	C	0	7	7	7	7	7	35
B. Land and Right of Way								0
C. Construction	O	253						253
	C	0	251	503	500	568	1831	3653
D. Equipment								0
E. Other Costs								0
Total	C,O	260	258	510	507	575	1838	3948
*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other (ARPA funding)								
The Town Council reduced this CIP by \$25,000 and changed the funding source to ARPA. The RTM sustained this action.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT			ACTIVITY/DEPARTMENT					
D) PARK INVESTMENTS/ADA COMPLIANCE			4) PARKS AND RECREATION					
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>The Americans with Disabilities Act (ADA) adopted new requirements for accessibility to parks and recreation facilities that took effect in 2012. Based on a review of 31 recreational facilities by Recreation Accessibility Consultants (RAC), an ADA Transitional Plan was developed.</p> <p>Requested for FYE 23 are funds (\$150,000) for the replacement of Farquhar Park playground equipment, poured in place safety surface material and installation of an ADA compliant walkway from the parking lot to the playground. The playground is 25 years old and was recommended in the 2013 Accessibility Study to become a fully accessible playground.</p> <p>Also requested for FYE 23 are funds (\$25,000) to develop plans to make the concession and toilet building at Calvin Burrows Field ADA compliant.</p> <p>Programmed for FYE 24 are funds (TBD) to make improvements to the bathrooms at Calvin Burrows field to make them ADA compliant. Improvements include widening stalls, replacing toilets, sinks and installing grab bars.</p> <p>Programmed for FYE 25 are funds (\$150,000) for the replacement of the playground equipment and poured in place safety surface material for the playground in the Deerfield subdivision. The Deerfield Glen playground was recommended in the 2013 Accessibility Study to become a fully accessible playground.</p> <p>Programmed for FYE 26 and FYE 27 are funds (TBD/yr.) to improve ADA accessibility within various recreational facilities.</p> <p>Programmed for FYE 28 are funds (\$597,000) to replace the Tercentennial Playground/Swings and safety surface.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering	C	25						25
B. Land and Right of Way								0
C. Construction	C	150	TBD	150	TBD	TBD	597	897
D. Equipment								0
E. Other Costs								0
Total	C	175	0	150	0	0	597	922
*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other								
There were no changes made during budget deliberations.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT			ACTIVITY/DEPARTMENT					
F) PARKS AND RECREATION MASTER PLAN			4) PARKS AND RECREATION					
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>The last Parks and Recreation Master Plan was completed in 2009. Master plans allow a local government to assess current and future recreational needs, evaluate feasible options, develop a strategic action plan, and budget for long-term or phased-in development and improvements. Master plans lay out an organizational framework for improving parks and recreation facilities, programs, and services to better serve the public. Parks and recreation master plans can provide a foundation for economic development, building healthy communities, and to provide a unique sense of place.</p> <p>The master plan will develop a comprehensive vision for a park system, individual park, open space area, recreation facility, and/or programs in context of its location, natural resources, and visions of the community. This vision will serve as a framework for the long-term use and development of a park or facility. The master plan shapes the delivery of local government parks and recreation services, programs, and activities in a manner that is consistent with a local government's comprehensive plan and policy agenda.</p> <p>Requested for FYE 23 are funds (\$80,000) to update the Parks and Recreation Master Plan.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering	O	80						80
B. Land and Right of Way								0
C. Construction								0
D. Equipment								0
E. Other Costs								0
Total	O	80	0	0	0	0	0	80
*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other (ARPA funding)								
The Town Council changed the funding source to ARPA. The RTM sustained this action.								

CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL

PROJECT	ACTIVITY/DEPARTMENT
A) FITCH HIGH SCHOOL ATHLETIC FACILITIES	5) EDUCATION

DESCRIPTION/PURPOSE/JUSTIFICATION

In addition to the regular use of the football field by the football team, the field is also used by the Groton Public Schools lacrosse and soccer teams, as well as physical education classes. Because the playing field no longer drains properly, it is in need of upgrading. It will be necessary to regrade and recrown the field and sod the entire surface.

The addition of an irrigation system while work is performed will greatly enhance the continued maintenance by providing timed watering while also improving on the efficiency/cost of water usage.

Requested for FYE 23 are funds (\$215,000) to sod and recrown the field and funds (\$28,750) for irrigation.

RECOMMENDED FINANCING (000)

	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering								0
B. Land and Right of Way								0
C. Construction	C	0						0
D. Equipment								0
E. Other Costs								0
Total	C	0	0	0	0	0	0	0

*Funding (C) Capital Reserve Fund (G) General Obligation Bonds
(O) Other

Town Council did not reach a consensus, the account defaulted to zero. The RTM sustained this action.

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL																																																																													
PROJECT B) CHARLES BARNUM ELEMENTARY SCHOOL ROOF REPLACEMENT				ACTIVITY/DEPARTMENT 5) EDUCATION																																																																									
<p style="text-align: center;">DESCRIPTION/PURPOSE/JUSTIFICATION</p> <p>The Board of Education plans to keep Charles Barnum Elementary School open for many years to come. As of 2021, that building will be the only school in the district that is older than 14 years. The roof on the building is beyond its 20-year life expectancy.</p> <p>Requested for FYE 23 are funds (\$1,000,000) for roof replacement.</p>																																																																													
RECOMMENDED FINANCING (000)																																																																													
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	Source of Funds*	Estimated Funding by Year						Total Estimated Cost																																																																					
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028																																																																						
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B. Land and Right of Way								0																																																																					
C. Construction	C	1000						1000																																																																					
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Total	C	1000	0	0	0	0	0	1000																																																																					
<div style="display: flex; justify-content: space-between;"> *Funding <div> (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other </div> </div>																																																																													
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CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL																																																																													
PROJECT D) FITCH HIGH & BARNUM SCHOOLS HVAC UPGRADES				ACTIVITY/DEPARTMENT 5) EDUCATION																																																																									
DESCRIPTION/PURPOSE/JUSTIFICATION																																																																													
<p>While many areas of Fitch High School were renovated in the 2008 building project, the vintage section did not get an updated HVAC system.</p> <p>Charles Barnum Elementary School, built in the 1960's, has the original HVAC systems.</p> <p>Requested for FYE 23 are funds (\$50,000) for an engineering study and plans to provide modern HVAC systems.</p> <p>The construction estimates will be included in the study.</p>																																																																													
RECOMMENDED FINANCING (000)																																																																													
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	Source of Funds*	Estimated Funding by Year						Total Estimated Cost																																																																					
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028																																																																						
A. Planning and Engineering	C	0						0																																																																					
B. Land and Right of Way								0																																																																					
C. Construction								0																																																																					
D. Equipment								0																																																																					
E. Other Costs								0																																																																					
Total	C	0	0	0	0	0	0	0																																																																					
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The Town Council reduced this CIP by \$50,000. The RTM sustained this action.																																																																													

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT				ACTIVITY/DEPARTMENT				
E) FITCH HIGH SCHOOL CULINARY ARTS				5) EDUCATION				
DESCRIPTION/PURPOSE/JUSTIFICATION								
With the Groton Public Schools' focus on college and career readiness, we are expanding our Careers Pathway program to ensure our students are workforce ready. A very popular career pathway for our students is the Culinary Arts Program. The program fills to capacity and many students are turned away. There is a need for a more robust culinary arts program that can service more of our students and ready them for entry level jobs in the restaurant industry. This would require upgrading of the current cooking/cleaning stations to more commercial grade equipment.								
Requested for FYE 23 are funds (\$70,000) for plans and specifications for the renovation of two culinary classrooms and a 2,000 sq. ft. storage room.								
Programmed for FYE 24 are funds estimated at (\$600,000) for the construction and equipment to complete the project.								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering	C	0						0
B. Land and Right of Way								0
C. Construction			400					400
D. Equipment			200					200
E. Other Costs								0
Total	C	0	600	0	0	0	0	600
*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other								
Town Council did not reach a consensus, the account defaulted to zero. The RTM sustained this action.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL																																																																													
PROJECT				ACTIVITY/DEPARTMENT																																																																									
A) SENIOR CENTER				6) PUBLIC BUILDINGS																																																																									
<p style="text-align: center;">DESCRIPTION/PURPOSE/JUSTIFICATION</p> <p>The Senior Center was reconstructed in 2009 and some routine repairs and upgrades are necessary.</p> <p>Approved in FYE 21 were funds (\$40,000) to install a Closed Circuit Television (CCTV) system to monitor public areas at the Senior Center.</p> <p>Also approved in FYE 21 were funds (\$15,000) to replace the carpet in the music room with a Vinyl Composition Tile (VCT) floor to make use of the space more flexible and allow exercise and other programs to take place in this room.</p> <p>This project was to be partially funded through Senior Center Programming Fund Balance. Due to COVID, decreased revenue and diminishing fund balance, this project did not occur.</p> <p>Requested for FYE 23 are funds (\$25,000) to fully fund the removal of the carpet in the music room at the Senior Center and replace it with vinyl composition. Converting the floor will increase usability of the room and allow the center to serve a greater number of participants through additional exercise and wellness programs.</p> <p>Also requested for FYE 23 are funds (\$10,000) to replace the exterior signage at the Senior Center. Based on the Perceptions and Barriers Survey results, the center is rebranding and has changed its name to "Thrive 55" The center will be removing the exterior lettering and replacing it with the new lettering.</p>																																																																													
RECOMMENDED FINANCING (000)																																																																													
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	Source of Funds*	Estimated Funding by Year						Total Estimated Cost																																																																					
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028																																																																						
A. Planning and Engineering								0																																																																					
B. Land and Right of Way								0																																																																					
C. Construction	C	25						25																																																																					
D. Equipment								0																																																																					
E. Other Costs								0																																																																					
Total	C	25	0	0	0	0	0	25																																																																					
<div style="display: flex; justify-content: space-between;"> *Funding <div> (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other </div> </div>																																																																													
<p>The Town Council increased this CIP by \$5,000. The RTM then decreased this CIP by \$15,000.</p>																																																																													

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT				ACTIVITY/DEPARTMENT				
C) TOWN HALL COMPLEX				6) PUBLIC BUILDINGS				
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>The Town Hall and Groton Community Center (formerly Fitch Middle School) are considered a municipal complex where general government and recreation functions are co-located. Groton Community Center Wings B, C and D have been brought up to code allowing the recreation programs and storage once at the former Seely School to be relocated to Groton Community Center. The next phase of the complex's development will address the staged re-use of a portion of Wing A.</p> <p>Approved in FYE 22 were funds (\$45,000) to design the replacement of the two 1978 vintage boilers with new energy efficient gas fired units. One of the two boilers is currently out of service and needs extensive repairs.</p> <p>Requested for FYE 23 are funds (\$800,000) to replace the two boilers and associated domestic hot water heater.</p> <p>Also requested for FYE 23 are funds (\$75,000) to hire an architect to perform a space utilization study to determine the best use of the space in "A" wing for recreation programs and office space for Town Departments and the Judge of Probate. The study will also provide schematic designs and budget costs for planning future CIP projects.</p> <p>Also requested for FYE 23 are funds (\$20,000) to replace the carpeting in the Town Clerk's office with vinyl plank flooring.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering	O	75						75
B. Land and Right of Way								0
C. Construction	O	125						125
D. Equipment								0
E. Other Costs								0
Total	O	200	0	0	0	0	0	200
*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other (ARPA funding)								
The Town Council changed the funding source to ARPA. The RTM then cut \$695,000 from this CIP.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT			ACTIVITY/DEPARTMENT					
D) GROTON PUBLIC LIBRARY			6) PUBLIC BUILDINGS					
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>Approved in FYE 21 were funds (\$55,000) to address the deteriorated brick retaining walls and to replace six windows on the south side of the building. No work had been performed on the exterior brick surfaces or windows since the construction of the building in 1977. The brick has spalled in several large areas. The windows are original and are showing signs of failure.</p> <p>Also approved in FYE 21 were funds (\$35,000) for the design of the replacement of the cooling tower (installed in 1979) that is reaching the end of its useful life and to address the replacement of heat pumps throughout the building. These are critical components of the building HVAC system as there are no operable windows in this building.</p> <p>Approved in FYE 22 were funds (\$275,000) for replacement of the cooling tower and heat pumps and funds (\$65,000) for the brick repairs.</p> <p>Requested for FYE 23 are funds (\$125,000) to be added to the approved FYE 22 funds in order to perform the work. Bids received for the cooling tower replacement were all approximately \$400,000.</p> <p>Also requested for FYE 23 are funds (\$125,000) to replace the original 1977 windows along the south and eastern side of the building.</p> <p>Also requested for FYE 23 are funds (\$35,000) to design the removal of the underground fuel oil tank and convert the boiler to natural gas. The underground oil tank will have reached the end of its useful life in November 2024.</p> <p>Programmed for FYE 24 are funds (\$175,000) to remove the underground oil tank and convert the boiler to natural gas.</p> <p>Also programmed for FYE 24 are funds (\$30,000) to renovate the plumbing system in the two public restrooms.</p> <p>Programmed for FYE 25 are funds (\$300,000) for the roof replacement over the 1995 addition areas as the roof is nearing the end of its useful life.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering	C	35						35
B. Land and Right of Way								0
C. Construction	O C	125 150	205	300				125 655
D. Equipment								0
E. Other Costs								0
Total	C,O	310	205	300	0	0	0	815
<p>*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other (ARPA funding)</p> <p>The Town Council increased this CIP by \$25,000 and changed the funding source of \$125,000 to ARPA funding. The RTM sustained this action.</p>								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL																																																																													
PROJECT I) GOLF COURSE FACILITIES - MAINTENANCE BUILDING				ACTIVITY/DEPARTMENT 6) PUBLIC BUILDINGS																																																																									
DESCRIPTION/PURPOSE/JUSTIFICATION																																																																													
<p>The maintenance building exterior metal surfaces (walls, roof, windows and doors) are in poor condition. Many panels have rusted through, have holes and are loose. These surfaces need to be either repaired or replaced.</p> <p>There has been a need for a public bathroom in the area of the golf course where this maintenance building is located. Included in the exterior surface repair/replacement project is the design and building of an addition to the maintenance building or a separate small building for public accessible restrooms.</p> <p>Approved in FYE 22 were funds (\$50,000) for the design and construction documents to rehabilitate the exterior of the maintenance building and construct an addition for public restrooms.</p> <p>Requested for FYE 23 are funds (\$455,000) for construction of the restroom building (\$130,000) and to complete the exterior envelope rehabilitation work (\$325,000).</p>																																																																													
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	Source of Funds*	Estimated Funding by Year						Total Estimated Cost																																																																					
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C. Construction	O	455						455																																																																					
D. Equipment								0																																																																					
E. Other Costs								0																																																																					
Total	O	455	0	0	0	0	0	455																																																																					
<p>*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other (ARPA funding)</p> <p>The Town Council changed the funding source to ARPA. The RTM sustained this action.</p>																																																																													

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT				ACTIVITY/DEPARTMENT				
K) GOLF COURSE FACILITIES - CLUB HOUSE				6) PUBLIC BUILDINGS				
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>The 15,800 sq. ft. Shennecosset Golf Course clubhouse was constructed in 1932. The town currently leases the restaurant space to a private vendor. The remaining parts of the building house the Pro shop, public restrooms and a storage room. Repairs and upgrades have been made to the building over the years. Most recently renovations included:</p> <ul style="list-style-type: none">- New main entrance to the restaurant with an accessible ramp and stairway - 2019- Exterior painting - 2014- Reroofing - 2014- Window and awning replacements - 2012- Fuel tank replacement - 2012 <p>As with any older building, constant maintenance and upgrades are needed to meet today's accessibility codes and energy standards.</p> <p>Approved in FYE 22 were funds (\$285,000) to complete final design and construction for new ADA accessible restrooms that are accessible during all operating hours of the golf course and restaurant.</p> <p>Requested for FYE 23 are funds (\$50,000) to provide landscaping (plants and hardscapes) along the front of the clubhouse building (golf course side).</p> <p>Also requested for FYE 23 are funds (\$25,000) to replace the deteriorated rubber exterior floor tiles in the stairways and walkways around the pro shop,</p> <p>Projects programmed out for future years include:</p> <ul style="list-style-type: none">- Repainting the cart building (FYE 24 - \$30,000)- Repainting the clubhouse building (FYE 24 - \$75,000)- Asbestos encapsulation of the crawl space (FYE 25 - \$175,000)								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering								0
B. Land and Right of Way								0
C. Construction	O	25						25
	C	0	105	175				280
D. Equipment								0
E. Other Costs								0
Total	C,O	25	105	175	0	0	0	305
<p>*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other (ARPA funding)</p> <p>The Town Council decreased this CIP by \$50,000 and changed the funding source to ARPA funding. The RTM sustained this action.</p>								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT			ACTIVITY/DEPARTMENT					
M) POLICE			6) PUBLIC BUILDINGS					
DESCRIPTION/PURPOSE/JUSTIFICATION								
The following items to be addressed with the Police Station/Dispatch facility:								
Requested for FYE 23 are funds (\$200,000) for the design and renovation of the male locker room. The male locker room is original to when the building was built in 1979.								
Also requested for FYE 23 are funds (\$25,000) for materials to resurface the front parking lot at the facility. The asphalt on the parking lot is the original pavement from the construction of the police station in 1979.								
Also requested for FYE 23 are funds (\$35,000) for the design for the removal of the underground fuel oil and diesel tanks that supply the generator and replace it with an above ground tank, and the design of the boiler conversion to natural gas. These tanks must be out of the ground by August 2024 to avoid end of life testing.								
Programmed for FYE 24 are funds (\$300,000) for the tank removal and boiler conversion.								
Also programmed for FYE 24 are funds (\$50,000) for the design of HVAC renovations and for replacement of the existing built up roofs installed in 1975, 1997 and 1999 (21,556 sf).								
Programmed for FYE 25 are funds (\$400,000) for the HVAC renovations and roof replacement.								
Programmed for FYE 26 are funds (\$250,000) for the replacement of the bullet traps. The upgrade to the mechanical and electrical systems for the firing range has been completed except the bullet traps, which are original to the building.								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering	C	35	50					85
B. Land and Right of Way								
C. Construction	O	250						250
	C	25	300	400	250			975
D. Equipment								
E. Other Costs								
Total	C,O	310	350	400	250	0	0	1310
*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other (LoCIP)								
The Town Council increased this CIP by \$50,000 utilizing LoCIP funding. The RTM sustained this action.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT N) TOWN HALL ANNEX COMPLEX ANNEX BUILDING				ACTIVITY/DEPARTMENT 6) PUBLIC BUILDINGS				
<p>The Town Hall Annex was constructed in 1998 when a large addition was added to the small Public Works administrative office building. Over the last several years, the building has experienced uneven heating, cooling and humidity levels.</p> <p>The asphalt shingle pitched roof and flat roof section are approaching 25 years old. The roof is showing its age and has required spot repairs.</p> <p>Approved for FYE 21 were funds (\$70,000) for the planned replacement and upgrades to the HVAC systems that serve the three community rooms to address the issues of air exchanges and humidity.</p> <p>Requested for FYE 23 are funds (\$25,000) for the engineering design for the planning, replacement and upgrades to the HVAC system that serves the staff office portion of the building.</p> <p>Programmed for FYE 24 are funds (\$200,000) to construct the replacement of the HVAC units for the staff offices.</p> <p>Also programmed for FYE 24 are funds (\$25,000) to design the roof replacement.</p> <p>Programmed for FYE 25 are funds (\$250,000) for roof replacement.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering	C		25					25
B. Land and Right of Way								0
C. Construction	C	25	200	250				475
D. Equipment								0
E. Other Costs								0
Total	C	25	225	250	0	0	0	500
<div>*Funding</div> <div>(C) Capital Reserve Fund</div> <div>(G) General Obligation Bonds</div> <div>(O) Other</div>								
There were no changes made during budget deliberations.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT A) INFORMATION TECHNOLOGY INFRASTRUCTURE				ACTIVITY/DEPARTMENT 7) TECHNOLOGY				
DESCRIPTION/PURPOSE/JUSTIFICATION								
This is an ongoing project to maintain and improve the efficiency of the Town's information technology network infrastructure to support the powerful software applications and interfaces required for Town operations.								
Requested for FYE 23 are funds (\$113,000) for datacenter infrastructure improvements including ongoing server hardware and software upgrades, replacing on-premise tape backup system, upgrading web access security and performing an IT security assessment.								
Programmed for FYE 24 are funds (\$180,000) for on-going server hardware and software upgrades, Town network domain upgrade, assessment of the public safety structured connectivity, assessment of Public Safety fiber infrastructure. Technology support for the Town's EOC facility, wireless hardware upgrade and Town video surveillance consolidation are also included in this project.								
Programmed for FYE 25 are funds (\$303,000) for ongoing server hardware and software upgrades, replacing the Town network switches, public safety building structured connectivity, server software upgrades, installment of the Public Safety fiber infrastructure and wireless hardware upgrade.								
Programmed for FYE 26 are funds (\$153,000) for ongoing server hardware and software upgrades, replacing the end-of-life Town network switches, internet DMZ assessment and upgrade, and the continuing Town video surveillance consolidation.								
Programmed for FYE 27 are funds (\$150,000) for ongoing server hardware and software upgrades, replacing the core network switches at Public Safety and Town Hall and wireless hardware upgrades.								
Programmed for FYE 28 are funds (\$420,000) for ongoing server hardware and software upgrades, set up and install a Virtual Desktop Infrastructure (VDI) project providing a comprehensive desktop environment management system and replacing on-premise tape backup system.								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering								0
B. Land and Right of Way								0
C. Construction								0
D. Equipment								0
E. Other Costs	C	113	180	303	153	150	420	1319
Total	C	113	180	303	153	150	420	1319
*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other								
There were no changes made during budget deliberations.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT				ACTIVITY/DEPARTMENT				
F) SQUAD CAR/BODY CAMS - PUBLIC SAFETY				7) TECHNOLOGY				
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>The town currently uses three generations of squad car video systems. Twelve vehicles are equipped with squad car video systems and 20 vehicles (18 squad cars and 2 shift supervisor vehicles) should have the technology according to the Public Safety IT Master Plan.</p> <p>Requested for FYE 23 are funds (\$66,000) to upgrade and purchase squad cameras (squad cams).</p> <p>Programmed for FYE 24 through FYE 28 are funds (\$38,000/year) for ongoing upgrades/purchases and maintenance/storage costs.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering								
B. Land and Right of Way								0
C. Construction								0
D. Equipment	C	66	44	44	44	44	44	286
E. Other Costs								0
Total	C	66	44	44	44	44	44	286
<div>*Funding</div> <div>(C) Capital Reserve Fund</div> <div>(G) General Obligation Bonds</div> <div>(O) Other</div>								
There were no changes made during budget deliberations.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT G) TOWN MEETING ROOM AV/PRESENTATION EQUIPMENT REPLACEMENT/UPGRADE			ACTIVITY/DEPARTMENT 7) TECHNOLOGY					
DESCRIPTION/PURPOSE/JUSTIFICATION								
A majority of the town meeting rooms in a number of different buildings do not have proper audio visual equipment to help conduct town business or present information to the public. Most of the audio visual equipment is over 19 years old, not capable of working with today's technology, and is not user friendly. This upgrade will cover 20 town meeting rooms over a six year period.								
During the first two years of this replacement and upgrade plan, funds were approved in FYE 19 to replace outdated wireless microphone systems throughout town buildings. Approved in FYE 20 were funds to design, purchase and install updated audio visual technology improvements for Town Hall Annex Community Rooms 1, 2, and 3.								
Requested for FYE 23 are funds (\$25,000) to design, purchase and install updated audio visual technology improvements for Town Manager, IT and Finance Conference Rooms.								
Also requested for FYE 23 are funds (\$66,000) to design, purchase and install updated audio visual technology improvements for Library Rooms 1, 2, 3, 4, 5, Technology Center, Children's Activity Room and Young Adult Room.								
Programmed for FYE 24 are funds (\$56,000) to design, purchase and install updated audio visual technology improvements for Senior Center Main Room and Classrooms 1 and 2, and Parks and Recreation Office.								
Programmed for FYE 25 are funds (\$39,000) to design, purchase and install updated audio visual technology improvements for Police Training, Conference and Roll Call Rooms, WPCF Training Room and Human Services Conference Room.								
RECOMMENDED FINANCING (000)								
	Source of Funds	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering	C	2	4	4				10
B. Land and Right of Way								
C. Construction	C	5	7	5				17
D. Equipment	C	84	45	30				159
E. Other Costs								0
Total	C	91	56	39	0	0	0	186
*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other								
There were no changes made during budget deliberations.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL																																																																													
PROJECT				ACTIVITY/DEPARTMENT																																																																									
J) POLICE SPEED DISPLAY DEVICES				7) TECHNOLOGY																																																																									
DESCRIPTION/PURPOSE/JUSTIFICATION																																																																													
<p>Speeding is a leading traffic concern raised by residents contacting the Police Department and Groton Traffic Authority. As these complaints are received, personnel is assigned to verify the complaint, increase enforcement efforts, and work with the complainant and town staff to decide on appropriate actions to calm speeding, if necessary.</p> <p>Currently, the department has one operable data collection device and one operable speed display device that collects data while displaying a motorist's speed. Residents are most enthusiastic about having the speed display device set up on their street as it immediately informs a motorist of their speed. It would be highly beneficial to have more than one speed display device as often, especially during warmer months, we receive multiple complaints at one time. Multiple devices allow for a device to be set up for a longer period of time on any one street in addition to allowing multiple streets to be investigated concurrently and not consecutively, speeding up the process for residents.</p> <p>Requested for FYE 23 are funds (\$21,000) for the purchase of six more PMD 12 Solar - 12" Amber LED speed display devices. These devices offer immediate action on received complaints while permanent solutions can be adequately investigated, verified, and acted on.</p>																																																																													
RECOMMENDED FINANCING (000)																																																																													
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2" style="width: 25%;"></th> <th rowspan="2" style="width: 10%;">Source of Funds</th> <th colspan="6" style="text-align: center;">Estimated Funding by Year</th> <th rowspan="2" style="width: 10%;">Total Estimated Cost</th> </tr> <tr> <th style="width: 10%;">FYE2023</th> <th style="width: 10%;">FYE2024</th> <th style="width: 10%;">FYE2025</th> <th style="width: 10%;">FYE2026</th> <th style="width: 10%;">FYE2027</th> <th style="width: 10%;">FYE2028</th> </tr> </thead> <tbody> <tr> <td>A. Planning and Engineering</td> <td></td> <td></td><td></td><td></td><td></td><td></td><td></td><td style="text-align: right;">0</td> </tr> <tr> <td>B. Land and Right of Way</td> <td></td> <td></td><td></td><td></td><td></td><td></td><td></td><td style="text-align: right;">0</td> </tr> <tr> <td>C. Construction</td> <td></td> <td></td><td></td><td></td><td></td><td></td><td></td><td style="text-align: right;">0</td> </tr> <tr> <td>D. Equipment</td> <td style="text-align: center;">C</td> <td style="text-align: right;">21</td><td></td><td></td><td></td><td></td><td></td><td style="text-align: right;">21</td> </tr> <tr> <td>E. Other Costs</td> <td></td> <td></td><td></td><td></td><td></td><td></td><td></td><td style="text-align: right;">0</td> </tr> <tr> <td>Total</td> <td style="text-align: center;">C</td> <td style="text-align: right;">21</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">21</td> </tr> </tbody> </table>										Source of Funds	Estimated Funding by Year						Total Estimated Cost	FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	A. Planning and Engineering								0	B. Land and Right of Way								0	C. Construction								0	D. Equipment	C	21						21	E. Other Costs								0	Total	C	21	0	0	0	0	0	21
	Source of Funds	Estimated Funding by Year						Total Estimated Cost																																																																					
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D. Equipment	C	21						21																																																																					
E. Other Costs								0																																																																					
Total	C	21	0	0	0	0	0	21																																																																					
<div style="display: flex; justify-content: space-between;"> <div>*Funding</div> <div> <div style="display: flex; justify-content: space-between;"> <div>(C) Capital Reserve Fund</div> <div>(G) General Obligation Bonds</div> </div> <div>(O) Other</div> </div> </div>																																																																													
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CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT				ACTIVITY/DEPARTMENT				
A) ECONOMIC ASSISTANCE FUND				8) PLANNING AND ECONOMIC DEVELOPMENT				
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>This program provides funding for the construction of necessary public infrastructure improvements associated with new job-creating development opportunities. The goal is to retain, support, and entice new job-creating businesses to Groton by paying for public infrastructure improvements that are extraordinary in nature, and usually beyond the business' ability to pay. Public improvements that would support these businesses can include water and sewer line extensions, electric and telephone extensions, public sidewalks, road improvements, installation of traffic control devices, street lighting, and downstream drainage improvements. Contributions to the fund are requested annually with appropriations made as-needed. Program guidelines were established by the Town Council, which authorizes all expenditures.</p> <p>A number of projects have been funded using this program including infrastructure improvements at SIFT Bake Shop, Grand Wine and Spirits, Bluff Point Village and The Standard. Additional large applications are pending for private development in other areas of town.</p> <p>As of January 1, 2022, the uncommitted fund balance is \$116,215.00.</p> <p>Requested for FYE 23 and programmed through FYE 28 are funds (\$50,000/year) to continue the program and develop a reserve fund to enable the Town to provide assistance for a larger project, or to assist multiple projects in a short time period should they arise.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering								0
B. Land and Right of Way								0
C. Construction	C	40	50	50	50	50	50	290
D. Equipment								0
E. Other Costs								0
Total	C	40	50	50	50	50	50	290
*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other								
The Town Council reduced this CIP by \$25,000. The RTM then increased the Council's number by \$15,000.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT				ACTIVITY/DEPARTMENT				
B) OPEN SPACE ACQUISITION				8) PLANNING AND ECONOMIC DEVELOPMENT				
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>The Conservation Commission and the Planning and Zoning Commission through the Plan of Conservation and Development have identified a number of parcels of land that would be worthy of acquisition as town open space. This would allow the town to protect natural resources, make trail connections, allow for marsh advancement due to climate change, and fill gaps in and around existing open space. Funds from this project were most recently used to leverage the purchase of the Sparkle Lake Conservation Area on Thomas Road by applying them to the required 25% match for a State Open Space and Watershed Land Acquisition (OSWLA) grant. These funds will be used as part of the required match for the town's current OSWLA grant for the Wolfebrook property. Connecting our open space resources creates more recreation opportunities, contributes to a higher quality of life and will benefit the economy.</p> <p>Requested for FYE 23 and programmed for FYE 24 through FYE 28 are funds (\$25,000/year) to investigate potential open space acquisition through required surveys and environmental assessments, to fund negotiations for property acquisition, and to provide matching funds for open space grants. The unencumbered Open Space Acquisition Fund balance as of January 1, 2022 is \$0. Fees collected in lieu of open space dedication through the Planning and Zoning Commission's subdivision process are also used toward the purchase of open space.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering								0
B. Land and Right of Way	C	0	25	25	25	25	25	125
C. Construction								0
D. Equipment								0
E. Other Costs								0
Total	C	0	25	25	25	25	25	125
*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other								
Both the Town Council and the RTM did not reach a consensus, the CIP defaulted to zero.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT				ACTIVITY/DEPARTMENT				
C) GATEWAY/WAYFINDING SIGN PROJECT				8) PLANNING AND ECONOMIC DEVELOPMENT				
DESCRIPTION/PURPOSE/JUSTIFICATION								
Existing wayfinding signage in the town is antiquated, lacks consistency, and is composed primarily of standard highway directional signage. In order to provide the casual visitor with an easy way to identify important destinations the Economic and Community Development division of the Office of Planning and Development Services recently developed design standards for wayfinding signs that reflect Groton's identity and has identified sign locations throughout town.								
Requested for FYE 23 are funds (\$70,000) and programmed for FYE 24 and FYE 25 are funds (\$75,000/yr.) for the design and construction of the next phase of signage and installation improvements.								
Total costs are estimates based upon the sign plan and consultant estimates.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT D) DOWNTOWN MYSTIC PARKING MANAGEMENT				ACTIVITY/DEPARTMENT 8) PLANNING AND ECONOMIC DEVELOPMENT				
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>The successful completion of the Mystic Streetscape project improvements and the expansion of restaurants on Water Street has renewed interest in the management of parking in Mystic on both sides of the Mystic River. Representatives of Groton, Stonington and the Mystic Merchants Association have been meeting regularly to address parking concerns of residents and businesses. The Towns of Groton and Stonington have jointly funded a parking management study for Mystic, which was completed.</p> <p>The recommended parking program elements for the first phase of the Mystic parking implementation include:</p> <ul style="list-style-type: none">• on-street metered parking• shared lot parking agreements• employee & limited resident parking permit program• valet parking policy• electronic, hand-held parking enforcement management system <p>The parking management consultant currently under contract with the town will work with the parking task force in developing required ordinance changes, operational policies, oversight, and procurement of vendor services, equipment and system necessary for implementation of the program elements.</p> <p>These program elements will be closely coordinated with the new parking management, access, and revenue control system changes currently being designed and implemented by the Mystic Museum of Art in their paid public parking lot on Water Street. The parking equipment, systems and programs specified for procurement by Groton within this program can easily be expanded to the Town of Stonington should they desire to do so in the future.</p> <p>Requested for FYE 23 are funds (\$150,000) for the first phase of implementation for the project on the Groton side of Mystic to manage parking in Mystic.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering	O	15						15
B. Land and Right of Way								0
C. Construction	O	0						0
D. Equipment								0
E. Other Costs								0
Total	O	15	0	0	0	0	0	15
<p>*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other (ARPA funding)</p> <p>The Town Council changed the funding source to ARPA. The RTM reduced this CIP by \$135,000.</p>								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT E) MYSTIC COASTAL ACCESS TRAIL AND SIGNAGE PROGRAM				ACTIVITY/DEPARTMENT 8) PLANNING AND ECONOMIC DEVELOPMENT				
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>The Town of Groton Office of Planning and Development Services has been working with Kent & Frost to improve the coastal access wayfinding signage for the Mystic coastal access trail. The trail itself is expanded as properties along the Mystic waterfront are redeveloped.</p> <p>Requested for FYE 23 are funds (\$15,000) for refinement of the plan and public outreach.</p> <p>Programmed for FYE 24 are funds (\$80,000) for the installation of kiosks, new signage at key entrance points to the access trail, and signage on the ground and on dock pilings.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering	C	15	30					45
B. Land and Right of Way								0
C. Construction	C		80					80
D. Equipment								0
E. Other Costs								0
Total	C	15	110	0	0	0	0	125
<p>*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other</p> <p>There were no changes made during budget deliberations.</p>								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT				ACTIVITY/DEPARTMENT				
B) PUMP STATIONS				10) WATER POLLUTION CONTROL AUTHORITY				
DESCRIPTION/PURPOSE/JUSTIFICATION								
Approved in FYE 22 are funds (\$200,000) for the design and bid documents for the electrical and mechanical modernization of the Mumford Cove pump stations.								
Also approved in FYE 22 were funds (\$200,000) for the design and bid documents for replacement of the emergency generators at the Lestertown Road and Burgess Park pump stations.								
Requested for FYE 23 are funds (\$1,000,000) for Mumford Cove pump station modernization construction and (\$200,000) for Burgess Park pump station for P&E costs for complete replacement of the pump station.								
Programmed for FYE 24 are funds (\$750,000) for construction costs to replace the existing Burgess Park pump station.								
Programmed for FYE 25 are funds (\$275,000) for P&E costs for Beebe Cove pump station major electrical and mechanical modernization and equipment replacement.								
Programmed for FYE 26 are funds (\$1,995,000) for construction costs for mechanical and electrical modernization and planned replacement of equipment at the Beebe Cove pump station.								
Programmed for FYE 27 are funds (\$300,000) for P & E costs for Little Gibraltar pump station major electrical and mechanical modernization and equipment replacement.								
Programmed for FYE 28 are funds (\$2,000,000) for construction costs for mechanical and electrical modernization and planned replacement of equipment at the Little Gibraltar pump station.								
These projects will be submitted to the Water Pollution Control Authority for approval as part of their annual budget. These projects will be funded by sewer user fees.								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering	O	200		275		300		775
B. Land and Right of Way								0
C. Construction	O	1000	750		1995		2000	5745
D. Equipment								0
E. Other Costs								0
Total	O	1200	750	275	1995	300	2000	6520
*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other (WPCF User Fees)								
There were no changes made during budget deliberations.								

CAPITAL IMPROVEMENT PROGRAM PROJECT DETAIL								
PROJECT			ACTIVITY/DEPARTMENT					
C) TREATMENT FACILITY			10) WATER POLLUTION CONTROL FACILITY					
DESCRIPTION/PURPOSE/JUSTIFICATION								
<p>Requested for FYE 23 are funds (\$800,000) to replace the service "A" emergency generator. This generator is currently out of service and all repair attempts have been unsuccessful.</p> <p>Programmed for FYE 24 are funds (\$550,000) for modernization and rehabilitation of the laboratory.</p> <p>Also programmed for FYE 24 are funds (\$140,000) for P&E costs to upgrade the existing mechanisms perform structural improvements in the primary clarifier tanks. The existing mechanisms have reached the end of their service life and the tanks require new grout covering the base slab.</p> <p>Programmed for FYE 25 are funds (\$685,000) for construction costs to upgrade the existing mechanisms and perform structural improvements</p> <p>Programmed for FYE 26 are funds (\$530,000) to replace two aeration blowers at the end of service life.</p> <p>Programmed for FYE 27 are funds (\$350,000) for P&E and construction costs to provide a standby jockey vertical turbine pump and VFD for the effluent pump station and the wastewater treatment facility.</p> <p>Programmed for FYE 28 are funds (\$300,000) to design the removal of the incinerator and install a mezzanine in the operations building.</p> <p>These projects will be submitted to the Water Pollution Control Authority for approval as part of their annual budget. These projects will be funded by sewer user fees.</p>								
RECOMMENDED FINANCING (000)								
	Source of Funds*	Estimated Funding by Year						Total Estimated Cost
		FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	
A. Planning and Engineering	O	50	140		15	50	300	555
B. Land and Right of Way								0
C. Construction	O	750	550	685	30	50		2065
D. Equipment	O				485	250		735
E. Other Costs								0
Total	O	800	690	685	530	350	300	3355
*Funding (C) Capital Reserve Fund (G) General Obligation Bonds (O) Other (WPCF User Fees)								
There were no changes made during budget deliberations.								

**TOWN OF GROTON
FYE 2023 ADOPTED BUDGET**

APPENDICES

Glossary
Fund Descriptions
Flow of Funds
Acronyms
Accounts with Descriptions

TOWN OF GROTON, CONNECTICUT
GLOSSARY OF TERMS
FYE 2023

ACCOUNT - As used in expenditure classifications, this term applies to the article purchased or the service obtained, such as contractual services, utilities, postage, equipment maintenance, overtime, etc.

ACCRUAL BASIS - A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

ADJUSTED BUDGET - The original adopted budget plus any transfers or supplemental appropriations passed as of a certain date.

APPROPRIATION - An authorization granted by a legislative body to make expenditures and incur obligations for specific purposes. Usually authorization is limited in the amount and the time in which it may be expended.

AREAS OF SERVICE - A group of related activities aimed at accomplishing a major service or program for which a governmental unit is responsible. Examples of Areas of Service are: General Government, Public Safety, Planning and Development, and Human Services.

ASSESSED VALUATION - A valuation set upon real estate or other property by a government as a basis for levying taxes. In Connecticut, the assessed value is currently set at seventy percent of appraised value.

BALANCED BUDGET - For all of its appropriated funds, the Town Manager submits budgets in which estimated expenditures equal estimated revenues and surplus (fund balance applied).

BENEFIT - A payment made or entitlement available in accordance with a labor agreement or contract.

BorrowIT CT FUND - A special revenue fund established to account for the revenues and expenses of State grants which are to be used for Library purposes only.

BUDGET - A plan of financial operation containing an estimate of proposed expenditures for a single fiscal year (July 1 through June 30) and the proposed means for financing them.

BUDGETARY BASIS - Refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash or modified accrual.

BUDGET DOCUMENT - As defined by the Charter of the Town of Groton, not later than March 15th, the Manager files the proposed budget including a budget message outlining the financial policy of the Town Government which describes the important features of the plan indicating major changes from the current year and clearly summarizes the contents. This budget document includes:

- Actual revenues and expenditures during the past fiscal year, total estimated revenues and expenditures for the past fiscal year, Department's requests for expenditures for the ensuing fiscal year, and the Manager's recommendation of itemized revenues to be collected and amounts to be appropriated for the ensuing fiscal year.
- Statistical information to aid evaluation of proposed programs to determine appropriate levels of service.

CAPITAL ASSETS - Land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and have an initial, individual cost of more than \$10,000 and an estimated useful life in excess of two years.

CAPITAL BUDGET - A plan of proposed capital projects and the means of financing them for a current fiscal period. Examples include construction of a police station, establishing a new park.

CAPITAL IMPROVEMENT - A major improvement or betterment of a non-recurring nature to the physical plant of the municipality as differentiated from ordinary repairs or maintenance of a recurring nature (CSS Sec 8-160). Appropriations from this fund shall be made only for capital assets, projects or acquisitions of a non-recurring nature, with a cost of over \$25,000 and with a useful life of over five years (GTO #179, 9-17-85).

CAPITAL RESERVE FUND - An account in which annual governmental fund appropriations are accumulated to fund multi-year capital projects.

CHARACTER OF EXPENDITURE - A grouping of expenditures on the basis of the nature of goods or services purchased, as follows:

- A. Personnel Services - Direct payment to employees of wages and salaries and selected benefits through normal payroll procedures.
- B. Operating Expense - Payment of ordinary and recurring operating expenses not otherwise classified.

CONTINGENCY - A budgetary reserve to provide for emergency and unanticipated expenditures.

COST CENTER - A specific area of work performed in carrying out department responsibilities. The Assessment Division (10133) is a cost center in the Finance Department Function (1013).

DEBT SERVICE - The amount of money required to pay the interest and principal of outstanding bonded debt.

DEPARTMENT - An organizational unit in which various services are managed.

ENCUMBRANCE - Legal commitments in the form of purchase orders or contracts which are chargeable to an appropriation and for which the part of the appropriation is reserved. The legal commitment ceases to be an encumbrance when paid or when an actual liability for payment is recorded.

EQUALIZED NET GRAND LIST (ENGL) - The estimate of the market value of all taxable property in a municipality. Municipalities revalue their Grand Lists based on schedules established by the CT General Assembly. Thus, there can be a marked difference between the market value of all property and the assessed value. The State of CT's Office of Policy and Management calculates the ENGL from sales and assessment ratio information and grand list reports filed by the municipality.

EXPENDITURES - This term designates the costs of goods delivered or services rendered, whether paid or unpaid, as well as provision for debt retirement and capital outlays.

FISCAL YEAR - A twelve month period of time to which the annual budget applies and at the end of which a governmental unit determines financial position and results of operations (July 1 through June 30).

FYE (Fiscal Year Ended) - Connecticut municipalities operate on the uniform fiscal year July 1 to June 30. A listing of "FYE 2023", means the fiscal year which began on July 1, 2022 and ends on June 30, 2023.

FLEET FUND - A special revenue fund established to accumulate funds necessary to replace equipment and vehicles and to purchase fuel and parts.

FUNCTION - A grouping of expenditures on the basis of specific and distinct cost centers or services performed by a department.

FUND - An independent fiscal and accounting entity with a self balancing set of accounts, in which are recorded cash and/or other resources together with all related liabilities, obligations, reserves and equities. All funds are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

FUND BALANCE APPLIED - The amount of unreserved/undesignated fund balance that is used to balance a particular budget.

FUND BALANCE; UNRESERVED, UNDESIGNATED - The excess of assets of a governmental fund or trust fund over its liabilities and reserved fund balance accounts.

GAAP - Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

GENERAL FUND - All expenditures supported by general property taxes and other revenues designated for general governmental and educational purposes.

GENERAL OBLIGATION (GO) BONDS - Bonds that are secured by the Town's "full faith and credit" pledge to repay debt. GO bonds issued by the Town are repaid from taxes and other general revenue sources.

GOVERNMENTAL FUNDS - All funds and financing supported by general property taxes and other revenues designated for governmental and educational purposes.

GOVERNMENT SUBDIVISION - The Town of Groton has two political subdivisions, the City of Groton and the Groton Long Point Association.

Seven additional special districts are organized units of government within the Town which also have separate governing bodies and taxing authority. The districts were established by the State legislature for specific purposes such as fire and police protection.

GRAND LIST - A total value of all taxable real estate, personal property and motor vehicles upon which the property tax levy is allocated among the property owners in the Town, the political subdivisions, the fire/special districts, and the sewer district.

INTERGOVERNMENTAL REVENUE - Revenue received from other governments (State, Federal) in the form of grants, shared revenues, or payments in lieu of taxes.

LEVY - The total amount of taxes imposed by a governmental unit.

LoCIP (Local Capital Improvement Program) - The amount of State funds provided as financial assistance to municipalities for eligible projects within its five-year capital improvement plan.

MILL RATE - The rate applied to assessed valuation to determine property taxes. A mill is the amount of tax paid for each \$1,000 of assessed value and is \$1.00 of tax for each \$1,000 of assessed value.

MODIFIED ACCRUAL BASIS - The basis of accounting under which expenditures are recorded at the time liabilities are incurred and revenues are recorded when measurable and available to finance expenditures of the fiscal period.

OBLIGATIONS - Amounts which a governmental unit may be required legally to meet out of its resources. This includes actual liabilities and unliquidated encumbrances.

OTHER POST EMPLOYMENT BENEFITS - (OPEB) Refers to post employment benefits other than pension benefits and includes post employment health care benefits, i.e., medical, dental, vision, hearing and other health-related benefits and other types of post employment benefits, i.e., life insurance, disability, long-term care and other benefits provided separately from a pension plan.

OPERATING EXPENSES - Expenditures for day-to-day operations, such as postage, materials and supplies, routine maintenance of equipment, professional development and travel.

ORDINANCE - A formal legislative enactment by the Council or governing body of a municipality which has full force and effect of law within the boundaries of the municipality to which it applies. A resolution differs from an ordinance in that it requires less legal formality and carries lower legal status.

PERSONNEL SERVICES - Cost related to compensating employees, including salaries and wages and benefits.

PILOT - Payment in lieu of taxes. Various grants received from the State of Connecticut.

REPRESENTATIVE TOWN MEETING (RTM) - An elected body of not more than forty-one (41) members who shall approve or amend budgets passed by the Town Council, accept or reject bonding ordinances and exercise other powers as granted under the State Statutes and the Town Charter.

RESERVE - An account which records a portion of fund balance which is legally segregated for some future use and which is, therefore, not available for further appropriation or expenditure.

REVENUE - This term designates additions to assets which do not increase any liability, do not represent the recovery of an expenditure, and do not represent contributions of fund capital.

SPECIAL REVENUE FUND - Accounts for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

SUBSIDY - An appropriation of funds from a government to aid in establishing or maintaining a service deemed advantageous to the public.

TRANSFER FROM OTHER FUNDS - Loans or transfer amounts made from one fund to another.

TRUST FUND - A fund separate from the General Fund used to account for assets held by the Town in a trustee capacity, e.g. the Spicer Trust Fund, Pension Fund.

FUND DESCRIPTIONS

The accounts of the Town are organized on the basis of funds, each of which are considered a separate accounting entity. The individual funds account for the governmental resources allocated to them for the purpose of carrying on specific activities in accordance with special regulation, restriction, or limitations. Any budgeted fund that represents more than 10 percent of the total appropriated revenues or expenditures is considered a major fund for this purpose. The breakdown of the Town's fund structure is as follows:

GOVERNMENTAL FUNDS: These funds are used to account for the programs and activities of the governmental functions of the Town.

General Fund: This major fund serves as the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund. General government, general services, public safety, public works, planning & development, human services, community services, insurance, contributions to other funds, education, capital/debt service, outside agencies, subdivisions are financed through real property taxes, licenses and permits, interest, state & federal funds, service charges and other revenues.

SPECIAL REVENUE FUNDS: These non-major funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted expenditures for specified purposes.

Golf Course (Function 2010): This fund is used to account for the operation of the Town's municipal golf course, Shennecossett Golf Course.

Sewer Operating (Function 2020): This fund is used to account for the operation of the water pollution control wastewater collection system and secondary treatment facility.

Solid Waste Collections (Function 2030): This fund is used to account for the management of the solid waste disposal system, residential, commercial and governmental operations.

Special/Taxing Districts (Function 2060): This fund is used to provide funds for fire protection services to properties not in an operational fire district.

Revaluation (Function 2120): This fund is used to account for quadrennial revaluations and updating aerial mapping.

Recreation and Senior Activities (Function 3240): This fund is used to account for recreational activities conducted by the Recreational Services Division and physical fitness and trip programs offered by the Senior Center.

BorrowIT CT (Function 3310): This fund accounts for receipt of state aid for library purposes.

Sewer District (Function 4010): This fund is used to finance the Sewer District, which pays the principal and interest on bonds and notes.

Capital Reserve (Function 5010): This fund is used to account for financial resources provided by other funds with appropriations from the fund made only for capital assets, projects or acquisition of a non-recurring nature with a cost of over \$25,000 and with a useful life expectancy of over five years.

Technology Replacement (Function 6050): This fund accounts for the reservation of funds used for the acquisition of computers, licenses and related equipment.

INTERNAL SERVICE FUND: This non-major fund is used to account for the financing of goods and services provided by one department or agency to other departments or agencies of the Town on a cost-reimbursement basis. Also includes funds that account for the capitalization of assets associated with their activities.

Fleet (Function 6040): This fund accounts for the reservation of funds for the acquisition and maintenance of vehicles, fuel and parts.

EXPENDABLE TRUST FUND: This non-major fund is used to account for trust where both principal and earnings on principal may be spent for the trust's intended purposes.

Human Services Assistance (Function 7320): This fund is used to account for the benefit, maintenance and support of the poor residents of the Town of Groton.

FLOW OF FUNDS STRUCTURE

Funding Sources:

..... Property Tax
 Licenses & Permits
 Interest on Investment
 State & Federal Funds
 Service Charges
 Other Revenues

GENERAL FUND
 (Major Fund)

..... Property Tax
 User Fees
 Interest on Investment
 State Grants
 Donations
 Payments from Other Funds

SPECIAL REVENUE FUNDS
 (Nonmajor Fund)

..... Vehicle Maintenance Fees
 Departmental Reimbursement
 Payments from Other Agencies
 Payments from Other Funds

INTERNAL SERVICE/ TRUST FUND
 (Nonmajor Fund)

Users:

General Government -
 - Legislative Policy
 - Voter Registration
 - Town Clerk
 - Legal Services
 General Services -
 - Executive Management
 - Information Technology
 - Human Resources
 - Finance
 Public Safety
 Public Works
 Planning & Development
 Human Services
 Community Services -
 - Groton Public Library
 - Parks & Recreation
 Non-Departmentals
 Contributions to Other Funds
 Education
 Capital/Debt Service
 Outside Agencies
 Subdivisions
 Contingency

Users:

Golf Course
 Sewer Operating
 Solid Waste Collections
 Mumford Cove
 Revaluation
 Recreation & Senior Activities
 BorrowIT CT
 Groton Sewer District
 Capital Reserve
 Technology Replacement

Users:

Fleet
 Human Services Assistance

TOWN OF GROTON, CONNECTICUT

ACRONYMS**FYE 2023**

ACH	-Automated Clearing House
ACFR	-Annual Comprehensive Financial Report
ADA	-Americans with Disabilities Act
AFSCME	-American Federation of State, County and Municipal Employees
ARC	-Annual Required Contribution
BAA	-Board of Assessment Appeals
BRAC	-Base Realignment & Closure
BOE	-Board of Education
CCM	-Connecticut Conference of Municipalities
CERC	-Connecticut Economic Resource Center
CGS	-Connecticut General Statutes
CIP	-Capital Improvement Plan / Program / Project
C-MED	-Central Medical Emergency Dispatch
DARE	-Drug Abuse Resistance Education
DEEP	-Department of Energy & Environmental Protection
DOT	-Department of Transportation
ECS	-Education Cost Sharing
EDC	-Economic Development Commission
EMS	-Emergency Medical Service
ERP	-Enterprise Resource Planning
FOI	-Freedom of Information
FTE	-Full Time Employee
FYE	-Fiscal Year End
GAAP	-Generally Accepted Accounting Principles
GASB	-Governmental Accounting Standards Board
GFOA	-Government Finance Officers Association
GIS	-Geographic Information System
GMTV	-Groton Municipal Television
GPS	-Groton Public Schools
HSA	-Health Savings Account
ICMA	-International City/County Management Association
LoCIP	-Local Capital Improvement Program
MBR	-Minimum Budget Requirement
MSW	-Municipal Solid Waste
OPDS	-Office of Planning and Development Services
OPEB	-Other Post-Employment Benefits
OPM	-Office of Policy & Management
OSHA	-Occupational Safety and Health Administration
PILOT	-Payment in Lieu of Taxes
RFP / RFQ	-Request for Proposal / Quote
RTM	-Representative Town Meeting
SCADD	-Southeastern Council on Alcoholism and Drug Dependence
SCCOG	-Southeastern CT Council of Governments
SCRRA	-Southeastern Connecticut Regional Resources Recovery Authority
SLA	-State and Local Assistance
SRO	-School Resource Officer
STEM	-Science, Technology, Engineering, and Mathematics
TIF	-Tax Increment Financing
TVCCA	-Thames Valley Council for Community Action
USWA	-United Steelworkers of America
VNA	-Visiting Nurses Association
WPCAWPCF	-Water Pollution Control Authority / Facility

**TOWN OF GROTON, CONNECTICUT
ACCOUNT NUMBERS WITH DESCRIPTIONS
FYE 2023**

PERSONNEL SERVICES

5101 Regular Full Time Personnel

Employees working a minimum of 35 hours per week on a year-round basis.

5102 Part Time Personnel

- a) **Part Time** - employees working less than twenty (20) hours per week year round or for recurring periods exceeding six-months (less than 1,027 hours per year).
- b) **On Call Employees** - employees such as Dispatchers and Supernumeraries (Police Department) who are available on an as-needed basis.
- c) **Temporary** – full-time employees hired in a regular classification for five (5) months or less (and/or as otherwise set forth in any Collective Bargaining Agreement) to replace a regular employee on leave or to accomplish a non-recurring project or assignment.

5103 Seasonal Personnel

Employees working part-time or full-time on a recurring basis for less than six (6) months in a calendar year (e.g. summer employees).

5104 Overtime Pay

Additional pay for hourly paid employees who work more than the normal number of hours in a pay period or day. This could usually be paid at straight, time and one-half or double times the normal hourly rate.

5105 Longevity Pay

Payments received based on one's length of employment with the Town beginning on an employee's anniversary date in accordance with their labor agreement.

5106 College Incentive Pay

Incentive payments made to Police Officers for college credit and/or degrees.

5107 Shift Replacement Overtime

Used by the Police Department to charge an officer's time when he/she is brought in on overtime to cover another officer's absence.

5109 Salary Adjustments

Normally, used to reflect salary adjustments paid out of a function budget for accrued vacation hours and a retiree's sick leave hours. Also used to account for salary adjustments that could bring about the elimination of positions and/or furlough days.

5110 Regular Part Time

Employees that work on a year round basis at least twenty but less than thirty-five hours per week. Generally are included in collective bargaining units.

5111 Premium Pay/Out of Class

Used to charge extra pay for work performed out of one's normal classification or as a premium pay for performing certain activities. In Police accounts, used when an officer cashes in accumulated paid holidays.

5112 Sick Incentive

Incentive for employees not to use sick leave. Police Officers are awarded one day's pay for each quarter no sick leave is taken. Depending on labor agreements, other employees who have sick leave accrued in excess of 200 days can have it converted to pay in the ratio of 3 sick day's equivalent to one day's pay.

5115 Shift Premium

Premium for working evening or night shift.

5116 Wage Continuation

Wages paid to an injured employee prior to a determination of workers compensation eligibility.

5117 Allowances

Payments made to an employee in lieu of furnishing a Town owned vehicle on a permanent basis for business purposes. Also included are payments made to employees (on a non-reimbursable basis) for meals, clothing, tools, fluids, etc. as per the labor agreements.

5119 Salary Reimbursement

Used to offset the home based salary expenditures when funds are expected to be received from outside sources.

5151 Social Security

Represents the Town's contribution of 6.2% on wages and up to \$117,000 for Old Age Survivors and Disability (OASDI) and 1.45% on all wages for Medicare. The Town's police officers are exempt from OASDI but the Town contributes the Medicare portion on any officer hired after 1986.

5152 Retirement

Represents the amount that the Town contributes to the Pension Trust Fund based on an annual actuarial study.

5153 Health Insurance

Represents the amount that the Town contributes to the Health Insurance Trust Fund which pays the medical costs associated with the health insurance plans. This amount is net of employee co-payments.

5154 Unemployment Compensation

Represents payments made to the State for actual unemployment claims.

5155 Worker's Compensation

Represents the amount that the Town contributes to the Trust Fund based on an actuarial study.

5158 Life Insurance

Represents the amount that the Town contributes to the Health Insurance Trust Fund which pays the life insurance costs.

5159 Heart & Hypertension

Represents the contribution to the Trust Fund to pay for heart and hypertension benefits.

5160 Health-Retiree-Current

Represents the amount that the Town contributes to pay for the medical costs associated with retiree health insurance plans. This amount is net of retiree contributions.

5170 Other Post Employment Benefits (OPEB) Liability

Represents the amount that the Town contributes for future post employment benefits other than retirement.

OPERATING EXPENSES

5201 Postage/Printing/Advertising

Charges for postage, printing and advertising.

5210 Professional Development/Training

Expenses such as membership in professional associations, dues, professional subscriptions, costs of seminars and conferences including transportation, lodging and meals; reimbursement for interview expenses, tuition reimbursement.

5220 Utilities/Fuel/Mileage

Charges for fuel, mileage reimbursement, monthly telephone bills, lubricants, electricity, natural gas, water, sewer, waste disposal, and heating fuel.

5230 Payment/Contributions

Contributions and/or payments to hospitals, the State of Connecticut, subdivisions of the Town of Groton, outside agencies and grievance/arbitration settlements other than wage payments.

5240 Boards and Commissions

Appropriations to various boards and commissions such as Groton Arts Committees, Conservation Commission, Cable TV Advisory Committee, Veterans Memorial Committee, Community Events, Board of Assessment Appeals Expenses.

5260 Repairs & Maintenance – Facility/Equipment

Contractual costs of maintenance and repair of miscellaneous equipment and facilities. Also includes maintenance agreements/contracts on computer hardware, typewriters, telephones, etc. Minor office renovation and routine building maintenance.

5261 Software Maintenance Fees

Right to use software, right to updates, and telephone support. Software is never owned outright, a user is only licensed to use the software.

5280 Insurance/Risk Management

Premium costs for property and liability insurance. Bond costs.

5281 Occupational Health and Safety

Safety and health related equipment and services including OSHA-mandated training costs, commercial driver's license (CDL) physicals and drug and alcohol tests.

5285 Building/Property Damage

Accident expense/claim expense.

5289 Insurance Claim Payments

Payments made for claims not covered by insurance or below the deductible. Unemployment claims.

5290 Professional/Technical Services

Management consulting or professional services, engineering and architectural services, legal services, rentals and/or lease fees for buildings and equipment, commercial solid waste removal, oil/water and sludge disposal, temporary employment agencies, pre-employment physicals/drug/alcohol tests and instructors for classes. Expenses associated with the surplus equipment sale.

5300 Materials and Supplies

Agricultural supplies, sand, chemicals, salt, clothing, medical, recreational, electrical and communication supplies, construction supplies, food, clothing, awards and recognitions, admission fees, tickets, federally donated food, ammunition and electrical and mechanical equipment parts. Also includes meal allowances, books or manuals which are necessary in the operation of the department. Janitorial supplies, office supplies, building materials, tools, heating, ventilation, air conditioning and cooling (HVAC) supplies.

5310 Vehicle Operation and Maintenance

Expenditures for vehicles used to transport personnel or objects. Included here are motor vehicle and boat parts. Equipment that can travel under its own power is considered a vehicle.

5315 Vehicle Replacement Fee

This account is used to record the annual replacement cost of vehicles assigned to a department. These funds are accumulated in the Fleet Fund for vehicle purchases.

5316 Vehicle Maintenance Fee

This account is used to record the annual maintenance cost of vehicles assigned to a department. These funds are accumulated in the Fleet Fund for vehicle maintenance.

5317 Vehicle Fuel

This account is used to record the annual fuel cost of vehicles assigned to a department. These funds are accumulated in the Fleet Fund for vehicle fuel.

5318 Computer Replacement Fee

This account is used to record the annual contribution to the Computer Replacement Fund for the replacement of computers and printers assigned to departments and related network equipment.

5400 Equipment/Machinery & Furniture

Maintenance equipment, janitorial equipment, office equipment and furniture. Recreation, communication, and surveillance equipment. Capitalized machinery and equipment for physical plant operations.

5410 Computer Equipment

This account is used to purchase computer equipment not included in the Computer Replacement Fund such as Wireless routers, Uninterrupted battery backups (UPS), external hard drives, scanners, digital cameras, phone headsets, etc. as well as desktop software such as Adobe Cloud subscription, crystal reports and Dreamweaver. The annual software fees will be added to the departments 5261 or 5290 account. The initial purchase of computers and printers that will be later included in the Computer Replacement Fund is also charged here.

5420 Vehicles

All purchases of new vehicles.

5450 Debt Service

This account is used by the General Fund, Golf Course Fund and possibly other special funds for debt service payments.

5460 Reserve Fund/Equipment

This account is used by the General Fund, Golf Course Fund and possibly other special funds as a reserve account for major purchases to take place in future years.

5499 Contingency

This account is used by the General Fund, and Other Funds as a reserve for budgeted items which cost more than anticipated.

5600 Human Services Accounts

The 5600 series of accounts are expenses associated with providing General Assistance to qualified applicants.