



# TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

## Finance Committee

### ~ AGENDA ~

Chairman S. Naomi  
Rodriguez

Budget Work Session Fiscal Year 2024/2025

**Thursday, March 14, 2024**

**12:00 PM**

**Town Hall Annex Building - Hybrid  
Format**

FISCAL YEAR 2024/2025  
~ WORK SESSION AGENDA ~

In -Person: Council Chambers, Town Hall Annex Building

Remote Participation Information Noted Below;

**Join Zoom Meeting from your Computer, Smart Phone or Tablet:**

**<https://us06web.zoom.us/j/83468303603?pwd=RBoTpnQarDK33rxZ5uLwuMQ30QrYlW.1>**

**Or by Audio Only: Telephone: +1 646 558 8656; Meeting ID: 834 6830 3603; Passcode: 797181**

- I CALL TO ORDER
- II. ROLL CALL
- III. PRESENTATIONS / INFORMATIONAL ITEMS

#### DEPARTMENTS' PROPOSED FISCAL YEAR 2024/2025 BUDGET

(Please Note: Scheduled times are tentative – The Finance Committee intends to adhere to the schedule as noted below)

12:00 p.m. Town Clerk - Patricia Riley

**Attachments:** [TOWN CLERK DEPT-10110311.pdf](#)  
[TOWN CLERK DEPT-NARRATIVES.pdf](#)

12:10 p.m. Registrars - Claudia Sweeny & Diana Mann

**Attachments:** [REGISTRARS-ELECTIONS-DEPT-10110301.pdf](#)  
[REGISTRARS-ELECTIONS-DEPT-NARRATIVES1.pdf](#)

12:15 p.m. Historic District Commission - Chairman Earl Lamb

**Attachments:** [HISTORIC COMMISSION NARRATIVE.pdf](#)

12:30 p.m. Parks, Recreation & Senior Citizens Commission/Director Scott Johnson Jr.,  
and Senior Director/Municipal Agent Karen Goetchuis

**Attachments:** [PARKS & REC-DEPT-10160101.pdf](#)  
[PARKS & REC-DEPT-NARRATIVES.pdf](#)  
[SENIOR CITIZENS CENTER DEPT-10130501.pdf](#)

1:00 p.m. Library Commission - Library Director Jennifer Smith

**Attachments:** [LIBRARY-DEPT-10150101.pdf](#)  
[LIBRARY-DEPTNARRATIVE.pdf](#)

1:15 p.m. Mis Department - Director Justin Dube

**Attachments:** [MIS-DEPT10112151pdf.pdf](#)  
[MIS-DEPT-NARRATIVE.pdf](#)

1:45 p.m. Capital Improvement Plan (CIP)

**Attachments:** [CAPITAL IMPROMVENT PLAN FY-24-25.pdf](#)  
[CONTRIUBTION TO CNR-DEPT-10185101.pdf](#)  
[CONTRIUBTION TO CNR-DEPT-NARRATIVE.pdf](#)  
[DEBT SERVICE DEPT-10180101.pdf](#)  
[DEBT SERVICE DEPT-NARRATIVE .pdf](#)

2:15 p.m. Budget Work

#### IV ADJOURNMENT

DISCLAIMER: Although we try to be timely and accurate these are not official records of the Town.



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0235

**Agenda Date:** 3/14/2024

**Agenda #:**

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## REPORT

**Fiscal Year 2024/2025 Budget Work Session:**  
12:00 p.m. Town Clerk - Patricia Riley

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
EXPENDITURE DETAIL

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	2021	2022	2023	2024				2025							
			ACTUAL	ACTUAL	ACTUAL	ADOPTED	REVISED	YTD-2/26/24	% of REVISED	DEPT PROPOSED	Diff vs FY24 Revised	% Chg Revised	MAYOR PROPOSED	Diff vs FY24 Revised	% Chge Revised		
<b>ELECTIONS</b>																	
10110303	51710	OTHER WAGES	-	-	-	23,440	23,440	6,630		27,943	4,503	19.2%	27,943	4,503	19.2%		
10110303	51720	STIPENDS	12,493.82	8,270.00	12,615.00	-	-	-		-	-	-	-	-	-	-	-
10110303	53645	TRAINING	-	-	-	3,450	3,450	-		3,620	170	4.9%	3,620	170	4.9%		
10110303	54310	EQUIPMENT MAINTENANCE	1,800.00	2,025.00	2,250.00	2,250	2,250	2,250		2,250	-	0.0%	2,250	-	0.0%		
10110303	55300	COMMUNICATIONS	1,442.43	751.00	-	1,400	1,400	172		1,600	200	14.3%	1,600	200	14.3%		
10110303	56900	OTHER SUPPLIES	9,894.83	6,875.67	12,057.03	19,200	19,200	6,577		15,210	(3,990)	-20.8%	15,210	(3,990)	-20.8%		
10110303	58300	EMPLOYEE REIMBURSEMENT	370.87	-	-	250	250	152		250	-	0.0%	250	-	0.0%		
			26,001.95	17,921.67	26,922.03	49,990	49,990	15,781	31.57%	50,873	883	1.8%	50,873	883	1.8%		
<b>TOWN CLERK</b>																	
10110311	51600	DEPARTMENT HEAD WAGES	62,374.55	61,373.04	63,868.93	65,117	65,117	40,357		67,078	1,961	3.0%	67,078	1,961	3.0%		
10110311	51615	ASSISTANT WAGES	45,703.32	44,578.19	46,912.73	48,552	48,552	30,378		49,959	1,407	2.9%	49,959	1,407	2.9%		
10110311	53600	ACCOUNTING SERVICES/AUDIT	4,000.00	4,000.00	4,000.00	4,000	4,000	3,000		4,000	-	0.0%	4,000	-	0.0%		
10110311	55555	COVID19 EXPENSES	5,604.35	-	-	-	-	-		-	-	-	-	-	-	-	-
10110311	56100	OPERATING EXPENSES	28,183.70	28,681.81	29,038.62	29,810	29,810	13,021		30,100	290	1.0%	30,100	290	1.0%		
10110311	56135	RECORDINGS/LICENSING SUPPLIES	5,182.34	3,561.96	8,549.55	4,275	4,275	2,048		4,675	400	9.4%	4,675	400	9.4%		
10110311	58110	TRAINING/MTGS/DUES/SUBSCRIP	316.81	881.82	1,327.66	1,275	1,275	682		1,275	-	0.0%	1,275	-	0.0%		
			151,365.07	143,076.82	153,697.49	153,029	153,029	89,486	58.48%	157,087	4,058	2.7%	157,087	4,058	2.7%		
<b>FINANCE</b>																	
10112101	51302	FINANCE FISC ASST 1	41,073.53	325.87	-	-	-	-		-	-	-	-	-	-	-	-
10112101	51600	DEPARTMENT HEAD WAGES	100,804.67	108,584.00	106,020.89	108,215	108,215	66,872		111,459	3,244	3.0%	111,459	3,244	3.0%		
10112101	51603	ASST FINANCE DIR	68,331.64	65,657.79	67,958.02	69,330	69,330	42,882		71,405	2,075	3.0%	71,405	2,075	3.0%		
10112101	51615	ASSISTANT WAGES	43,598.39	86,459.27	87,875.90	94,256	94,256	50,329		98,935	4,679	5.0%	98,935	4,679	5.0%		
10112101	55555	COVID19 EXPENSES	12,018.60	-	-	-	-	-		-	-	-	-	-	-	-	-
10112101	56100	OPERATING EXPENSES	13,221.78	2,817.10	2,456.92	2,520	2,520	884		2,650	130	5.2%	2,650	130	5.2%		
10112101	56200	HEATING OIL/PROPANE	34,162.02	70,923.34	71,010.41	65,625	65,625	25,711		68,000	2,375	3.6%	68,000	2,375	3.6%		
10112101	56220	ELECTRICITY	130,781.63	140,039.47	138,997.57	150,000	150,000	83,844		150,000	-	0.0%	150,000	-	0.0%		
10112101	58110	TRAINING/MTGS/DUES/SUBSCRIP	(1.00)	678.01	1,319.25	3,000	3,000	852		3,000	-	0.0%	3,000	-	0.0%		
			443,991.26	475,484.85	475,638.96	492,946	492,946	271,374	55.05%	505,449	12,503	2.5%	505,449	12,503	2.5%		
<b>ASSESSOR</b>																	
10112111	51610	SUPERVISORS	76,853.20	79,316.50	111,071.48	108,434	108,434	65,924		85,522	(22,912)	-21.1%	85,522	(22,912)	-21.1%		
10112111	51615	ASSISTANT WAGES	39,249.77	33,954.51	41,446.92	43,135	43,135	27,131		46,210	3,075	7.1%	46,210	3,075	7.1%		
10112111	51710	OTHER WAGES	-	-	-	-	-	-		25,000	25,000	#DIV/0!	25,000	25,000			
10112111	53700	CONTRACT MAINTENANCE/LEASES	6,496.00	13,146.00	14,461.00	16,300	16,300	16,246		18,500	2,200	13.5%	18,500	2,200	13.5%		
10112111	56100	OPERATING EXPENSES	1,566.10	1,539.27	1,070.08	2,150	2,150	161		3,000	850	39.5%	3,000	850	39.5%		
10112111	58110	TRAINING/MTGS/DUES/SUBSCRIP	1,320.00	2,636.00	1,344.37	3,000	3,000	2,494		3,000	-	0.0%	2,700	(300)	-10.0%		
			125,485.07	130,592.28	169,393.85	173,019	173,019	111,956	64.71%	181,232	8,213	4.7%	180,932	7,913	4.6%		
<b>TAX COLLECTOR</b>																	
10112131	51300	SEASONAL HELP	-	5,468.64	3,304.13	1,600	1,600	6,348		9,800	8,200	512.5%	5,200	3,600	225.0%		
10112131	51610	SUPERVISORS	61,919.35	63,187.51	67,540.95	69,277	69,277	42,627		71,017	1,740	2.5%	71,017	1,740	2.5%		
10112131	51615	ASSISTANT WAGES	38,455.06	39,595.40	42,366.37	44,916	44,916	27,904		47,138	2,222	4.9%	47,138	2,222	4.9%		
10112131	53610	LEGAL SERVICES (NEW)	-	-	-	-	-	-		500	500		500	500			
10112131	53700	CONTRACT MAINTENANCE/LEASES	5,510.47	5,616.91	2,105.00	2,875	2,875	1,200		2,800	(75)	-2.6%	2,800	(75)	-2.6%		
10112131	54421	TAX REFUNDS	79,101.23	105,759.99	104,439.00	-	-	80,665		-	-	-	-	-	-	-	-
10112131	56100	OPERATING EXPENSES	16,807.54	16,660.54	23,029.22	22,700	22,700	4,061		24,900	2,200	9.7%	24,900	2,200	9.7%		
10112131	58110	TRAINING/MTGS/DUES/SUBSCRIP	680.00	2,449.79	1,732.93	3,130	3,130	671		2,800	(330)	-10.5%	2,800	(330)	-10.5%		
10112131	58506	TAX UNDERPAYMENT	150.00	150.00	-	150	150	-		150	-	0.0%	150	-	0.0%		
			202,623.65	238,888.78	244,517.60	144,648	144,648	163,476	113.02%	159,105	14,457	10.0%	154,505	9,857	6.8%		

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10110303	55300	ELECTIONS	1,600.00	1,600.00	Applicable to all electors/Postage for Canvass, New Voters, duplicate voters etc. informational mailings for legislative changes affecting electors.	
10110303	56900	ELECTIONS	15,210.00	15,210.00	Ballots, programming of tabulator cards & IVS thumb drive and test decks. Staples and Post OFFICE fee. storage cabinets that go to polls	
10110303	58300	ELECTIONS	250.00	250.00	Conferences, mileage, supplies/food we purchase for elections	
10110311	51600	TOWN CLERK	67,078.00	67,078.00	Town clerk. Proposed 3.0% increase.	
10110311	51615	TOWN CLERK	49,959.00	49,959.00	Assistant town clerk. 3% increase per Town Hall Union CBA.	
10110311	53600	TOWN CLERK	4,000.00	4,000.00	Audit Services for Land Records	State mandated
10110311	53600	TOWN CLERK			Land Record Audit Services	State Mandated -No Increase this year
10110311	56100	TOWN CLERK	22,100.00	22,100.00	Land Records Processing System - Catalis (New Vision) includes on-line land records & Dog Licensing.	Contracted thru 2025
10110311	56100	TOWN CLERK	825.00	825.00	Microfilm Storage -ADK Filmroll	Mandated
10110311	56100	TOWN CLERK	5,000.00	5,000.00	Microfilm, paper, volumes - Adkins	Mandated -Microfilm 2x's a year. Estimated \$2,500 each time.
10110311	56100	TOWN CLERK	1,300.00	1,300.00	Map Machine -Includes toner, paper & maintenance	Essential for Maps on Land Records/Planner uses as well
10110311	56100	TOWN CLERK	875.00	875.00	Shredding Services - Shred -it	Transferred over from Finance in 2021
10110311	56135	TOWN CLERK	150.00	150.00	Index Paper(1 case)	Essential for land records
10110311	56135	TOWN CLERK	190.00	190.00	Vitals paper (2 reams)	Essential for vital records
10110311	56135	TOWN CLERK	100.00	100.00	Dog license paper (3 reams)	Essential for dog licenses
10110311	56135	TOWN CLERK	80.00	80.00	Dog license envelopes for dog tags	Essential for dog licenses
10110311	56135	TOWN CLERK	85.00	85.00	Dog tags/applications	State mandated
10110311	56135	TOWN CLERK	500.00	500.00	Toner for land record printer	Essential for land records
10110311	56135	TOWN CLERK	185.00	185.00	map strips	essential for hanging land record maps
10110311	56135	TOWN CLERK	1,300.00	1,300.00	absentee ballots/signs	election/primary/referendum
10110311	56135	TOWN CLERK	100.00	100.00	microfilming maps	mandated
10110311	56135	TOWN CLERK	90.00	90.00	receipt printer ribbons (3 Box's)	Essential for land Record recordings
10110311	56135	TOWN CLERK	300.00	300.00	Mylar pockets for vitals	Essential for vital records
10110311	56135	TOWN CLERK	100.00	100.00	Microfilm vitals	mandated
10110311	56135	TOWN CLERK	210.00	210.00	Vital binders (2)	Essential for vitals
10110311	56135	TOWN CLERK	210.00	210.00	Clerk vital record copies - copies from other towns	mandatory payment for copies
10110311	56135	TOWN CLERK	300.00	300.00	Clerk envelopes - printed 3 sizes	Essential for mailing Land Records/documents/dog licenses
10110311	56135	TOWN CLERK	50.00	50.00	Stamps for documents	mandatory for recording
10110311	56135	TOWN CLERK	330.00	330.00	minute books	Meeting Minutes are Permanent Records
10110311	56135	TOWN CLERK	195.00	195.00	minute book paper	Meeting Minutes are permanent records and need to be on archival paper
10110311	56135	TOWN CLERK	60.00	60.00	vital paper for certified copies	essential for vitals
10110311	56135	TOWN CLERK	100.00	100.00	election labels	essential for elections -absentee ballots
10110311	56135	TOWN CLERK	40.00	40.00	notary cards	mandatory for notary renewals
10110311	58110	TOWN CLERK	150.00	150.00	CT Clerks Association dues - PAR & LS	Mandated -Association dues
10110311	58110	TOWN CLERK	350.00	350.00	classes	to keep updated on the most current procedures and laws
10110311	58110	TOWN CLERK	700.00	700.00	Town Clerk Conferences	TC training/Conferences -State Mandated
10110311	58110	TOWN CLERK	75.00	75.00	CT Clerks county dues	Mandated to attend meetings/conferences
10112101	51600	FINANCE	111,459.00	111,459.00	Finance director. 3.0% proposed increase.	



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0151

**Agenda Date:** 3/14/2024

**Agenda #:**

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## REPORT

**Fiscal Year 2024/2025 Budget Work Session:**  
12:10 p.m. Registrars - Claudia Sweeny & Diana Mann

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
EXPENDITURE DETAIL

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	2021	2022	2023	2024				2025					
			ACTUAL	ACTUAL	ACTUAL	ADOPTED	REVISED	YTD-2/26/24	% of REVISED	DEPT PROPOSED	Diff vs FY24 Revised	% Chg Revised	MAYOR PROPOSED	Diff vs FY24 Revised	% Chge Revised
	10110209 55220	BOILER & MACHINERY INSURANCE	6,838.42	7,318.81	7,350.00	7,831	7,831	5,505		8,225	394	5.0%	8,225	394	5.0%
	10110209 55231	POLICE PROFESS LIABILITY	15,045.93	16,103.99	16,180.00	17,232	17,232	12,113		18,100	868	5.0%	18,100	868	5.0%
	10110209 55232	GEN LIAB / EXCESS LIAR	144,850.47	154,746.31	151,528.00	161,315	161,315	114,636		169,400	8,085	5.0%	169,400	8,085	5.0%
	10110209 55233	PUBLIC OFFICIALS LIAB	35,594.89	38,092.46	38,280.00	40,763	40,763	28,658		42,805	2,042	5.0%	42,805	2,042	5.0%
	10110209 55234	SCHOOL OFFICIALS LIAB	13,113.81	14,035.06	14,100.00	15,018	15,018	10,560		15,770	752	5.0%	15,770	752	5.0%
	10110209 55235	VNA LIABILITY	7,100.61	7,568.58	7,110.00	7,564	7,564	5,318		-	(7,564)	-100.0%	-	(7,564)	-100.0%
	10110209 55241	PROPERTY INSURANCE--BOE	73,064.99	78,197.77	78,570.30	83,673	83,673	58,815		87,857	4,184	5.0%	87,857	4,184	5.0%
	10110209 55242	AMBULANCE & FIRE	54,359.69	56,063.25	56,166.00	58,812	58,812	58,346		61,753	2,941	5.0%	61,753	2,941	5.0%
	10110209 55245	INSURANCE DEDUCTIBLE	1,000.00	(463.53)	6,646.27	10,000	10,000	9,747		20,000	10,000	100.0%	20,000	10,000	100.0%
	10110209 55246	RISK MANAGEMENT	(6,995.06)	-	110.00	10,000	10,000	-		10,000	-	0.0%	10,000	-	0.0%
	10110209 55249	CYBER COVERAGE	-	22,821.00	-	30,000	30,000	32,499		34,125	4,125	13.8%	34,125	4,125	13.8%
			409,836.83	454,684.72	446,465.27	517,196	517,196	388,907	75.20%	546,775	29,579	5.7%	546,775	29,579	5.7%
HEALTH DISTRICT															
	10110211 58790	HFAITH DISTRICT	108,604.32	110,973.39	117,037.80	116,400	116,400	116,400	100.00%	116,400	-	-	116,400	-	0.0%
			108,604.32	110,973.39	117,037.80	116,400	116,400	116,400		116,400	-	0.0%	116,400	-	0.0%
CONSERVATION COMMISSION															
	10110213 56100	OPERATING EXPENSES	450.00	600.00	60.00	1,150	1,150	65		1,150	-	0.0%	1,150	-	0.0%
	10110213 57300	NEW EQUIPMENT	-	-	-	1,500	1,500	-		1,500	-	0.0%	1,500	-	0.0%
	10110213 58790	MISCELLANEOUS EXPENSES	300.00	-	-	925	925	-		925	-	0.0%	925	-	0.0%
			750.00	600.00	60.00	3,575	3,575	65		3,575	-	0.0%	3,575	-	0.0%
HUMAN RESOURCES STAFF															
	10110251 51606	HUMAN RESOURCES DIRECTOR	113,507.77	118,021.56	115,083.03	90,000	90,000	55,099		92,700	2,700	3.0%	92,700	2,700	3.0%
	10110251 53610	LEGAL SERVICES	-	-	-	-	-	-		40,000	40,000	-	40,000	40,000	-
	10110251 58110	TRAINING/MTGS/DUES/SUBSCRIP	1,517.50	1,275.00	2,091.76	1,950	1,950	-		1,950	-	0.0%	1,950	-	0.0%
			115,025.27	119,296.56	117,174.79	91,950	91,950	55,099	59.92%	134,650	42,700	46.4%	134,650	42,700	46.4%
EMPLOYEE EXPENSES															
	10110253 52000	HEALTH CARE GEN GOV	850,498.09	838,685.01	943,154.19	1,027,560	1,027,560	609,335		1,130,000	102,440	10.0%	1,046,150	18,590	1.8%
	10110253 52100	HEALTH CARE BOE	4,877,377.04	5,116,660.29	4,920,691.69	5,100,000	5,100,000	3,245,002		5,610,000	510,000	10.0%	5,193,830	93,830	1.8%
	10110253 52101	HEALTHCARE WAIVERS	220,510.89	220,805.91	225,530.95	277,225	277,225	120,104		275,000	(2,225)	-0.8%	275,000	(2,225)	-0.8%
	10110253 52102	BENEFITS CONSULTANT	-	5,000.00	2,500.00	20,000	20,000	-		10,000	(10,000)	-50.0%	10,000	(10,000)	-50.0%
	10110253 52105	HEALTHCARE-FIREFIGHTERS	118,912.31	101,305.12	85,217.49	114,500	114,500	55,347		125,900	11,400	10.0%	125,900	11,400	10.0%
	10110253 52106	BOE RETIREE HEALTHCARE	-	-	488,934.09	575,000	575,000	23,621		575,000	-	0.0%	575,000	-	0.0%
	10110253 52201	HEALTH CARE TEAMSTERS	327,305.81	336,908.00	360,894.40	376,584	376,584	187,866		410,000	33,416	8.9%	410,000	33,416	8.9%
	10110253 52203	MISC EMPLOYEE EXPENSES	1,817.10	3,673.53	4,615.96	5,000	5,000	2,327		10,000	5,000	100.0%	7,000	2,000	40.0%
	10110253 52204	PRE-EMPLOYMENT TESTING	4,157.78	3,733.05	3,919.35	4,780	4,780	1,373		5,000	220	4.6%	5,000	220	4.6%
	10110253 52205	CONTRACTUAL ALLOWANCES	37,615.40	33,038.80	35,890.64	61,000	61,000	48,381		73,500	12,500	20.5%	73,500	12,500	20.5%
	10110253 52206	RETIREMENT CASHOUT	27,093.24	68,946.71	62,741.35	75,000	75,000	43,683		75,000	-	0.0%	75,000	-	0.0%
	10110253 52207	PAYROLL EXPENSES	9,459.50	9,732.20	11,334.18	11,000	11,000	6,309		12,000	1,000	9.1%	12,000	1,000	9.1%
	10110253 52300	RETIREMENT	1,098,283.03	1,131,235.00	1,163,197.00	950,000	950,000	-		850,000	(100,000)	-10.5%	850,000	(100,000)	-10.5%
	10110253 52310	DEFINED CONTR PLAN	226,413.73	287,900.06	363,252.68	365,000	365,000	296,199		650,000	285,000	78.1%	455,000	90,000	24.7%
	10110253 52400	SALARY BENEFIT ADJUSTMENT	48,412.08	37,017.98	103,797.43	75,000	75,000	64,730		113,000	38,000	50.7%	113,000	38,000	50.7%
	10110253 52500	SOCIAL SECURITY	590,071.63	602,802.81	630,590.20	625,000	625,000	420,680		680,000	55,000	8.8%	680,000	55,000	8.8%
	10110253 52600	UNEMPLOYMENT COMP	7,344.00	-	2,829.22	7,500	7,500	-		7,500	-	0.0%	7,500	-	0.0%
	10110253 52900	WORKER'S COMP GEN GOV	98,153.01	98,145.50	101,084.75	136,941	136,941	74,571		143,790	6,849	5.0%	143,790	6,849	5.0%
	10110253 52910	WORKERS COMP BOE	294,459.99	294,436.50	303,254.25	324,438	324,438	223,712		340,660	16,222	5.0%	340,660	16,222	5.0%
	10110253 52915	LIFE/LTD/AD&D INSURANCE	8,508.55	12,940.53	13,089.01	22,800	22,800	3,018		22,420	(380)	-1.7%	22,420	(380)	-1.7%
			8,846,393.18	9,202,967.00	9,826,513.83	10,154,328	10,154,328	5,426,258	53.44%	11,118,770	964,442	9.5%	10,420,750	266,422	2.6%
REGISTRARS															
	10110301 51700	ADMINISTRATIVE WAGES	40,550.48	39,150.48	39,190.96	43,940	43,940	28,319		46,482	2,542	5.8%	46,482	2,542	5.8%
	10110301 56100	OPERATING EXPENSES	-	400.00	1,038.56	-	-	-		1,775	1,775	-	1,775	1,775	-
			40,550.48	39,550.48	40,229.52	43,940	43,940	28,319	64.45%	48,257	4,317	9.8%	48,257	4,317	9.8%

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
EXPENDITURE DETAIL

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	2021	2022	2023	2024				2025							
			ACTUAL	ACTUAL	ACTUAL	ADOPTED	REVISED	YTD-2/26/24	% of REVISED	DEPT PROPOSED	Diff vs FY24 Revised	% Chg Revised	MAYOR PROPOSED	Diff vs FY24 Revised	% Chge Revised		
<b>ELECTIONS</b>																	
10110303	51710	OTHER WAGES	-	-	-	23,440	23,440	6,630		27,943	4,503	19.2%	27,943	4,503	19.2%		
10110303	51720	STIPENDS	12,493.82	8,270.00	12,615.00	-	-	-		-	-	-	-	-	-	-	-
10110303	53645	TRAINING	-	-	-	3,450	3,450	-		3,620	170	4.9%	3,620	170	4.9%		
10110303	54310	EQUIPMENT MAINTENANCE	1,800.00	2,025.00	2,250.00	2,250	2,250	2,250		2,250	-	0.0%	2,250	-	0.0%		
10110303	55300	COMMUNICATIONS	1,442.43	751.00	-	1,400	1,400	172		1,600	200	14.3%	1,600	200	14.3%		
10110303	56900	OTHER SUPPLIES	9,894.83	6,875.67	12,057.03	19,200	19,200	6,577		15,210	(3,990)	-20.8%	15,210	(3,990)	-20.8%		
10110303	58300	EMPLOYEE REIMBURSEMENT	370.87	-	-	250	250	152		250	-	0.0%	250	-	0.0%		
			26,001.95	17,921.67	26,922.03	49,990	49,990	15,781	31.57%	50,873	883	1.8%	50,873	883	1.8%		
<b>TOWN CLERK</b>																	
10110311	51600	DEPARTMENT HEAD WAGES	62,374.55	61,373.04	63,868.93	65,117	65,117	40,357		67,078	1,961	3.0%	67,078	1,961	3.0%		
10110311	51615	ASSISTANT WAGES	45,703.32	44,578.19	46,912.73	48,552	48,552	30,378		49,959	1,407	2.9%	49,959	1,407	2.9%		
10110311	53600	ACCOUNTING SERVICES/AUDIT	4,000.00	4,000.00	4,000.00	4,000	4,000	3,000		4,000	-	0.0%	4,000	-	0.0%		
10110311	55555	COVID19 EXPENSES	5,604.35	-	-	-	-	-		-	-	-	-	-	-	-	-
10110311	56100	OPERATING EXPENSES	28,183.70	28,681.81	29,038.62	29,810	29,810	13,021		30,100	290	1.0%	30,100	290	1.0%		
10110311	56135	RECORDINGS/LICENSING SUPPLIES	5,182.34	3,561.96	8,549.55	4,275	4,275	2,048		4,675	400	9.4%	4,675	400	9.4%		
10110311	58110	TRAINING/MTGS/DUES/SUBSCRIP	316.81	881.82	1,327.66	1,275	1,275	682		1,275	-	0.0%	1,275	-	0.0%		
			151,365.07	143,076.82	153,697.49	153,029	153,029	89,486	58.48%	157,087	4,058	2.7%	157,087	4,058	2.7%		
<b>FINANCE</b>																	
10112101	51302	FINANCE FISC ASST 1	41,073.53	325.87	-	-	-	-		-	-	-	-	-	-	-	-
10112101	51600	DEPARTMENT HEAD WAGES	100,804.67	108,584.00	106,020.89	108,215	108,215	66,872		111,459	3,244	3.0%	111,459	3,244	3.0%		
10112101	51603	ASST FINANCE DIR	68,331.64	65,657.79	67,958.02	69,330	69,330	42,882		71,405	2,075	3.0%	71,405	2,075	3.0%		
10112101	51615	ASSISTANT WAGES	43,598.39	86,459.27	87,875.90	94,256	94,256	50,329		98,935	4,679	5.0%	98,935	4,679	5.0%		
10112101	55555	COVID19 EXPENSES	12,018.60	-	-	-	-	-		-	-	-	-	-	-	-	-
10112101	56100	OPERATING EXPENSES	13,221.78	2,817.10	2,456.92	2,520	2,520	884		2,650	130	5.2%	2,650	130	5.2%		
10112101	56200	HEATING OIL/PROPANE	34,162.02	70,923.34	71,010.41	65,625	65,625	25,711		68,000	2,375	3.6%	68,000	2,375	3.6%		
10112101	56220	ELECTRICITY	130,781.63	140,039.47	138,997.57	150,000	150,000	83,844		150,000	-	0.0%	150,000	-	0.0%		
10112101	58110	TRAINING/MTGS/DUES/SUBSCRIP	(1.00)	678.01	1,319.25	3,000	3,000	852		3,000	-	0.0%	3,000	-	0.0%		
			443,991.26	475,484.85	475,638.96	492,946	492,946	271,374	55.05%	505,449	12,503	2.5%	505,449	12,503	2.5%		
<b>ASSESSOR</b>																	
10112111	51610	SUPERVISORS	76,853.20	79,316.50	111,071.48	108,434	108,434	65,924		85,522	(22,912)	-21.1%	85,522	(22,912)	-21.1%		
10112111	51615	ASSISTANT WAGES	39,249.77	33,954.51	41,446.92	43,135	43,135	27,131		46,210	3,075	7.1%	46,210	3,075	7.1%		
10112111	51710	OTHER WAGES	-	-	-	-	-	-		25,000	25,000	#DIV/0!	25,000	25,000			
10112111	53700	CONTRACT MAINTENANCE/LEASES	6,496.00	13,146.00	14,461.00	16,300	16,300	16,246		18,500	2,200	13.5%	18,500	2,200	13.5%		
10112111	56100	OPERATING EXPENSES	1,566.10	1,539.27	1,070.08	2,150	2,150	161		3,000	850	39.5%	3,000	850	39.5%		
10112111	58110	TRAINING/MTGS/DUES/SUBSCRIP	1,320.00	2,636.00	1,344.37	3,000	3,000	2,494		3,000	-	0.0%	2,700	(300)	-10.0%		
			125,485.07	130,592.28	169,393.85	173,019	173,019	111,956	64.71%	181,232	8,213	4.7%	180,932	7,913	4.6%		
<b>TAX COLLECTOR</b>																	
10112131	51300	SEASONAL HELP	-	5,468.64	3,304.13	1,600	1,600	6,348		9,800	8,200	512.5%	5,200	3,600	225.0%		
10112131	51610	SUPERVISORS	61,919.35	63,187.51	67,540.95	69,277	69,277	42,627		71,017	1,740	2.5%	71,017	1,740	2.5%		
10112131	51615	ASSISTANT WAGES	38,455.06	39,595.40	42,366.37	44,916	44,916	27,904		47,138	2,222	4.9%	47,138	2,222	4.9%		
10112131	53610	LEGAL SERVICES (NEW)	-	-	-	-	-	-		500	500		500	500			
10112131	53700	CONTRACT MAINTENANCE/LEASES	5,510.47	5,616.91	2,105.00	2,875	2,875	1,200		2,800	(75)	-2.6%	2,800	(75)	-2.6%		
10112131	54421	TAX REFUNDS	79,101.23	105,759.99	104,439.00	-	-	80,665		-	-	-	-	-	-	-	-
10112131	56100	OPERATING EXPENSES	16,807.54	16,660.54	23,029.22	22,700	22,700	4,061		24,900	2,200	9.7%	24,900	2,200	9.7%		
10112131	58110	TRAINING/MTGS/DUES/SUBSCRIP	680.00	2,449.79	1,732.93	3,130	3,130	671		2,800	(330)	-10.5%	2,800	(330)	-10.5%		
10112131	58506	TAX UNDERPAYMENT	150.00	150.00	-	150	150	-		150	-	0.0%	150	-	0.0%		
			202,623.65	238,888.78	244,517.60	144,648	144,648	163,476	113.02%	159,105	14,457	10.0%	154,505	9,857	6.8%		

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10110253	52205	EMPLOYEE EXPENSES	65,000.00	65,000.00	Longevity Degrees Phone/uniform allowances License/Certification Reimbursements Meal Reimbursements	
10110253	52205	EMPLOYEE EXPENSES	900.00	900.00	Degree incentive for Supervisors Union	
10110253	52205	EMPLOYEE EXPENSES	7,600.00	7,600.00	Sick time payouts for public works employees.	
10110253	52206	EMPLOYEE EXPENSES	75,000.00	75,000.00	Retirement cash out - 3 projected totaling \$75,000	
10110253	52207	EMPLOYEE EXPENSES	12,000.00	12,000.00	Monthly charge = \$950 for Timeforce.	increased anticipated 1/1/25
10110253	52300	EMPLOYEE EXPENSES	850,000.00	850,000.00	As voted on by the Retirement Board - ESTIMATE AS OF 1/17/24	
10110253	52310	EMPLOYEE EXPENSES	650,000.00	455,000.00		increased contractual rates, contributions, and eligible pay types
10110253	52400	EMPLOYEE EXPENSES	113,000.00	113,000.00	Estimated salary increases for police union and public works union whose current contracts end 6/30/2020	
10110253	52500	EMPLOYEE EXPENSES	680,000.00	680,000.00	Total salaries x 7.65%. Salaries include overtime, seasonal salaries, part-time, shift differentials.	
10110253	52600	EMPLOYEE EXPENSES	7,500.00	7,500.00	Estimate based based on FY2021 which was impacted by COVID and Fed reimbursement	
10110253	52900	EMPLOYEE EXPENSES	143,790.00	143,790.00	A 5% increase is included as a place holder pending completion of the annual audit	
10110253	52910	EMPLOYEE EXPENSES	340,660.00	340,660.00	A 3% increase is included as a place holder pending completion of the annual audit	
10110253	52915	EMPLOYEE EXPENSES	22,420.00	22,420.00	Life insurance for 113 benefited employees and LTD for 6 firefighters @ \$990/mth. Total Annual \$11,880  LTD for police covering 22 for at \$885/mth. Total annual \$10,620	
10110301	51700	REGISTRARS	46,482.00	46,482.00	Salaries for registrars and deputy registrars. Includes funding for additional hours for primaries, referendums and elections.	
10110301	56100	REGISTRARS	1,775.00	1,775.00	office supplies, dues, fees, mileage state mandated	
10110303	51710	ELECTIONS	27,943.00	27,943.00	Primary and Election wages paid to workers.  Election Day \$6099 Early Voting \$10560 14 Days 120 hrs.  Primary \$5652 Early Voting 5622 7Days 64 hrs	
10110303	53645	ELECTIONS	3,620.00	3,620.00	Conferences, Moderators, New Registrar Certification	
10110303	54310	ELECTIONS	2,250.00	2,250.00	Yearly tabulator maintenance plus parts increase from vendor.	

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10110303	55300	ELECTIONS	1,600.00	1,600.00	Applicable to all electors/Postage for Canvass, New Voters, duplicate voters etc. informational mailings for legislative changes affecting electors.	
10110303	56900	ELECTIONS	15,210.00	15,210.00	Ballots, programming of tabulator cards & IVS thumb drive and test decks. Staples and Post OFFICE fee. storage cabinets that go to polls	
10110303	58300	ELECTIONS	250.00	250.00	Conferences, mileage, supplies/food we purchase for elections	
10110311	51600	TOWN CLERK	67,078.00	67,078.00	Town clerk. Proposed 3.0% increase.	
10110311	51615	TOWN CLERK	49,959.00	49,959.00	Assistant town clerk. 3% increase per Town Hall Union CBA.	
10110311	53600	TOWN CLERK	4,000.00	4,000.00	Audit Services for Land Records	State mandated
10110311	53600	TOWN CLERK			Land Record Audit Services	State Mandated -No Increase this year
10110311	56100	TOWN CLERK	22,100.00	22,100.00	Land Records Processing System - Catalis (New Vision) includes on-line land records & Dog Licensing.	Contracted thru 2025
10110311	56100	TOWN CLERK	825.00	825.00	Microfilm Storage -ADK Filmroll	Mandated
10110311	56100	TOWN CLERK	5,000.00	5,000.00	Microfilm, paper, volumes - Adkins	Mandated -Microfilm 2x's a year. Estimated \$2,500 each time.
10110311	56100	TOWN CLERK	1,300.00	1,300.00	Map Machine -Includes toner, paper & maintenance	Essential for Maps on Land Records/Planner uses as well
10110311	56100	TOWN CLERK	875.00	875.00	Shredding Services - Shred -it	Transferred over from Finance in 2021
10110311	56135	TOWN CLERK	150.00	150.00	Index Paper(1 case)	Essential for land records
10110311	56135	TOWN CLERK	190.00	190.00	Vitals paper (2 reams)	Essential for vital records
10110311	56135	TOWN CLERK	100.00	100.00	Dog license paper (3 reams)	Essential for dog licenses
10110311	56135	TOWN CLERK	80.00	80.00	Dog license envelopes for dog tags	Essential for dog licenses
10110311	56135	TOWN CLERK	85.00	85.00	Dog tags/applications	State mandated
10110311	56135	TOWN CLERK	500.00	500.00	Toner for land record printer	Essential for land records
10110311	56135	TOWN CLERK	185.00	185.00	map strips	essential for hanging land record maps
10110311	56135	TOWN CLERK	1,300.00	1,300.00	absentee ballots/signs	election/primary/referendum
10110311	56135	TOWN CLERK	100.00	100.00	microfilming maps	mandated
10110311	56135	TOWN CLERK	90.00	90.00	receipt printer ribbons (3 Box's)	Essential for land Record recordings
10110311	56135	TOWN CLERK	300.00	300.00	Mylar pockets for vitals	Essential for vital records
10110311	56135	TOWN CLERK	100.00	100.00	Microfilm vitals	mandated
10110311	56135	TOWN CLERK	210.00	210.00	Vital binders (2)	Essential for vitals
10110311	56135	TOWN CLERK	210.00	210.00	Clerk vital record copies - copies from other towns	mandatory payment for copies
10110311	56135	TOWN CLERK	300.00	300.00	Clerk envelopes - printed 3 sizes	Essential for mailing Land Records/documents/dog licenses
10110311	56135	TOWN CLERK	50.00	50.00	Stamps for documents	mandatory for recording
10110311	56135	TOWN CLERK	330.00	330.00	minute books	Meeting Minutes are Permanent Records
10110311	56135	TOWN CLERK	195.00	195.00	minute book paper	Meeting Minutes are permanent records and need to be on archival paper
10110311	56135	TOWN CLERK	60.00	60.00	vital paper for certified copies	essential for vitals
10110311	56135	TOWN CLERK	100.00	100.00	election labels	essential for elections -absentee ballots
10110311	56135	TOWN CLERK	40.00	40.00	notary cards	mandatory for notary renewals
10110311	58110	TOWN CLERK	150.00	150.00	CT Clerks Association dues - PAR & LS	Mandated -Association dues
10110311	58110	TOWN CLERK	350.00	350.00	classes	to keep updated on the most current procedures and laws
10110311	58110	TOWN CLERK	700.00	700.00	Town Clerk Conferences	TC training/Conferences -State Mandated
10110311	58110	TOWN CLERK	75.00	75.00	CT Clerks county dues	Mandated to attend meetings/conferences
10112101	51600	FINANCE	111,459.00	111,459.00	Finance director. 3.0% proposed increase.	



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0152

**Agenda Date:** 3/14/2024

**Agenda #:**

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## REPORT

**Fiscal Year 2024/2025 Budget Work Session:**  
12:15 p.m. Historic District Commission - Chairman Earl Lamb

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10110101	56100	TOWN COUNCIL	1,500.00	1,500.00	CONFERENCES -TRAINING 1,500  (Increase of \$1,500)	Members of the Town Council have expressed interest in attending CCM Trainings, etc. In speaking to the Mayor, \$1,500 has been added to the Town Council Operating Budget to pay for Trainings.  This budget line was previously used for the Treasurer to attend GFOA (Government Financing Officers Association meetings).  During the past few years the Treasurer has not attended the CT GFOA quarterly Meetings and and does not plan to attend next year.
10110101	56100	TOWN COUNCIL	1.00	1.00	VOLUNTEER APPRECIATION:  \$1.00 - Funding for volunteer appreciation recognition. (No Increase)	\$1.00 has been included in the Budget so that there was a line to allocate funding too, should the town choose to provide a Volunteer Appreciation Event.
10110101	58790	TOWN COUNCIL	14,000.00	14,000.00	Contingency - Miscellaneous Expenses - Funds for unanticipated but necessary Town expenditures.  \$14,000 reduced by \$1,000	
10110103	52205	HISTORIC DISTRICTS	16,000.00	16,000.00	Payment to Lester House contractors. Corresponding revenue account shows payment of rent by Lester House renters.	
10110103	54500	HISTORIC DISTRICTS	7,500.00	7,500.00	Exterior painting \$1,500 Tree Removal \$2,000 Plumbing/Electrical \$2,000 Install French Drain \$2,0000	
10110103	54501	HISTORIC DISTRICTS	4,000.00	4,000.00	Sawmill Maintenance: Termite Inspection/Treatment \$500 Replace Gutter - South side \$2,000 Repairs - various \$500 Water turbine display \$1,000	

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10110103	56100	HISTORIC DISTRICTS	3,100.00	3,100.00	Lester House Operating House phone \$500 Fire extinguisher recharging \$200 Water treatment system service \$200 Pest control \$200 Porta-John service \$350 Mower service \$250 Oil burner service \$300 Misc hardware & supplies \$250 Signage \$150 Tree Service \$200 Security monitoring \$500	
10110103	56101	HISTORIC DISTRICTS	1,600.00	1,600.00	Sawmill Operating: Fire extinguisher recharging \$150 Supplies \$450 Tool replacement \$500 Security System for 12 months \$500	
10110103	58790	HISTORIC DISTRICTS	1,500.00	1,500.00	Center School painting \$500 Preservation & research supplies \$1,000	
10110107	56100	CEMETERY COMMITTEE	2,000.00	2,000.00	This line funds the operation of the Cemetery Committee's 83 cemeteries. Funding is needed to restock flags for veterans, purchase leaf bags, and tools for maintaining cemeteries.	
10110201	51305	MAYOR'S OFFICE	19,771.00	19,771.00	20-hour position at front desk in Mayor's office. 3% increase per Town Hall Union CBA plus step increase.	
10110201	51604	MAYOR'S OFFICE	107,000.00	107,000.00	Mayor's salary, adjusted in FY23 to current level.	
10110201	51607	MAYOR'S OFFICE	46,952.00	46,952.00	Mayoral assistant. 3.0% proposed increase.	
10110201	55301	MAYOR'S OFFICE	6,000.00	6,000.00	Events Magazine -- Quarterly Town Newsletter for Parks & Rec, Library and all Town Departments. Mailed to all residents.	
10110201	56100	MAYOR'S OFFICE	2,500.00	2,500.00	This account covers all miscellaneous expenses associated with the operation of the Mayor's Office including ceremonial presentations, mileage reimbursement, travel, conference and meetings.	This account is the only account within the Mayor's budget to provide for the unforeseen expenses or expenses that cannot be fit into another line item.
10110201	58790	MAYOR'S OFFICE	8,500.00	8,500.00	This account is used for unanticipated expenditures that come up during the year for all departments with the mayor's approval.	
10110203	53700	ADMINISTRATIVE SUPPORT	60,000.00	60,000.00	Rental and maintenance on copiers in Town Hall, Town Hall and Ledyard Police Station Cleaning Services, and Security Service for panic buttons in Town Hall and Annex.	Reproduction/scanners/printers are necessary for the operation of Town Hall.
10110203	54311	ADMINISTRATIVE SUPPORT	10,900.00	10,900.00	Contribution to Water budget for fire hydrant maintenance	
10110203	55247	ADMINISTRATIVE SUPPORT	1,000.00	1,000.00	Conferences, supplies, equipment to comply with ADA requirements	



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0153

**Agenda Date:** 3/14/2024

**Agenda #:**

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## REPORT

**Fiscal Year 2024/2025 Budget Work Session:**

12:30 p.m. Parks, Recreation & Senior Citizens Commission/Director Scott Johnson Jr., and Senior Director/Municipal Agent Karen Goetchuis

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
EXPENDITURE DETAIL

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	2021	2022	2023	2024				2025						
			ACTUAL	ACTUAL	ACTUAL	ADOPTED	REVISED	YTD-2/26/24	% of REVISED	DEPT PROPOSED	Diff vs FY24 Revised	% Chg Revised	MAYOR PROPOSED	Diff vs FY24 Revised	% Chge Revised	
<b>LIBRARY</b>																
	10150101	51160	CUSTODIAN SALARIES	23,029.64	23,741.56	24,806.65	25,303	25,303	15,570		26,061	758	3.0%	26,061	758	3.0%
	10150101	51600	DEPARTMENT HEAD WAGES	77,951.28	82,178.03	78,949.94	80,628	80,628	49,891		83,037	2,409	3.0%	83,037	2,409	3.0%
	10150101	51610	SUPERVISORS	156,913.84	152,771.29	149,358.20	169,167	169,167	95,155		176,884	7,717	4.6%	176,884	7,717	4.6%
	10150101	51615	ASSISTANT WAGES	100,972.90	106,087.99	111,141.08	122,283	122,283	73,347		134,207	11,924	9.8%	126,000	3,717	3.0%
	10150101	51800	PART-TIME WAGES	49,360.04	54,024.10	54,906.74	79,428	79,428	37,977		91,008	11,580	14.6%	81,008	1,580	2.0%
	10150101	53700	CONTRACT MAINTENANCE/LEASES	2,487.02	2,606.98	5,179.41	2,060	2,060	739		2,207	147	7.1%	5,249	3,189	154.8%
	10150101	54310	EQUIPMENT MAINTENANCE	-	-	-	1,000	1,106	1,096		1,800	694	62.7%	1,800	694	62.7%
	10150101	55330	TELEPHONE & FAX SERVICE	2,758.72	3,535.91	3,647.26	4,200	4,200	1,028		4,200	-	0.0%	4,200	-	0.0%
	10150101	56100	OPERATING EXPENSES	12,071.85	11,776.45	18,084.16	10,500	10,500	4,144		21,262	10,762	102.5%	16,013	5,513	52.5%
	10150101	56140	LION REG NETWORK	42,023.33	41,651.65	42,726.60	52,239	52,133	25,288		51,989	(144)	-0.3%	51,989	(144)	-0.3%
	10150101	56420	LIBRARY BOOKS	51,371.81	50,258.71	54,399.06	50,000	50,000	34,469		57,000	7,000	14.0%	53,350	3,350	6.7%
				518,940.43	528,632.67	543,199.10	596,808	596,808	338,704	56.75%	649,655	52,847	8.9%	625,591	28,783	4.8%
<b>PARKS AND RECREATION</b>																
	10160101	51600	DEPARTMENT HEAD WAGES	67,741.62	77,023.87	79,973.94	81,669	81,669	50,531		84,119	2,450	3.0%	84,119	2,450	3.0%
	10160101	51610	SUPERVISORS	52,592.76	54,105.57	58,230.88	58,198	58,198	22,779		56,978	(1,220)	-2.1%	56,978	(1,220)	-2.1%
	10160101	51615	ASSISTANT WAGES	66,305.15	78,064.07	69,200.32	82,667	121,172	69,877		124,817	3,645	3.0%	124,817	3,645	3.0%
	10160101	51700	ADMINISTRATIVE WAGES	-	-	-	-	12,878	13,573		12,878	-	0.0%	12,878	-	0.0%
	10160101	51710	PLAYGROUND & CUSTODIAN	1,893.00	3,597.59	16,328.08	10,000	10,000	-		17,300	7,300	73.0%	17,300	7,300	73.0%
	10160101	51800	PART-TIME WAGES	-	-	-	-	42,000	26,738		46,601	4,601	11.0%	33,000	(9,000)	-21.4%
	10160101	53303	COMM CTR UTILITIES	-	-	-	-	13,993	2,550		14,353	360	2.6%	14,353	360	2.6%
	10160101	53658	REGIONAL SENIOR WEBSITE	-	-	-	-	3,600	3,600		3,600	-	0.0%	-	-	0.0%
	10160101	53700	CONTRACT MAINTENANCE/LEASES	161,461.44	161,461.96	161,461.96	161,462	161,462	109,167		161,462	-	0.0%	161,462	-	0.0%
	10160101	54300	REPAIRS & MAINTENANCE	23,495.22	29,531.27	29,936.31	32,604	32,604	18,559		39,137	6,533	20.0%	39,137	6,533	20.0%
	10160101	54310	EQUIPMENT MAINTENANCE	-	-	-	-	2,455	2,493		2,455	-	0.0%	2,455	-	0.0%
	10160101	56100	OPERATING EXPENSES	18,889.54	22,039.14	18,898.48	24,916	28,256	10,146		30,635	2,379	8.4%	30,635	2,379	8.4%
	10160101	56220	ELECTRICITY	21,754.34	33,809.48	36,587.75	38,290	28,255	28,956		36,750	8,495	30.1%	36,750	8,495	30.1%
				414,133.07	459,632.95	470,617.72	489,806	596,542	358,969	60.17%	631,085	34,543	5.8%	617,484	20,942	3.5%
<b>BOE EXPENDITURES</b>																
	10170101	58790	BOARD OF ED EXPENSES	-	-	-	35,908,368	35,908,368	22,270,455		38,054,073	2,145,705	6.0%	38,054,073	2,145,705	5.98%
				-	-	-	35,908,368	35,908,368	22,270,455		38,054,073	2,145,705	6.0%	38,054,073	2,145,705	5.98%
<b>DEBT SERVICE</b>																
	10180101	58810	GEN OBLIGATION BOND PRINCIPAL	2,456,443.11	2,461,443.10	2,602,337.22	2,587,337	2,587,337	1,210,000		2,361,519	(225,818)	-8.7%	2,361,519	(225,818)	-8.7%
	10180101	58811	GEN OBLIGATION BOND INTEREST	1,207,113.48	1,161,096.11	1,231,494.44	1,126,378	1,126,378	304,708		1,019,181	(107,197)	-9.5%	1,019,181	(107,197)	-9.5%
	10180101	58820	CWF/DWSRF LOAN PRINCIPAL	80,964.16	89,498.68	77,295.97	85,967	85,967	21,366		87,702	1,735	2.0%	87,702	1,735	2.0%
	10180101	58821	CWF/DWSRF LOAN INTEREST	17,006.12	16,635.79	12,510.12	12,004	12,004	3,126		10,269	(1,735)	-14.5%	10,269	(1,735)	-14.5%
	10180101	58823	DEBT TRANSFER TO WPCA	-	-	550,969.74	542,164	542,164	-		426,359	(115,805)	-21.4%	426,359	(115,805)	-21.4%
	10180101	58830	PROJECTS IN PROGRESS	11,121.07	24,625.00	1,625.00	50,000	50,000	-		50,000	-	0.0%	50,000	-	0.0%
				3,772,647.94	3,753,298.68	4,476,232.49	4,403,850	4,403,850	1,539,200	34.95%	3,955,030	(448,820)	-10.2%	3,955,030	(448,820)	-10.2%
<b>CONTRIBUTION TO CNR</b>																
	10185101	58790	CONTRIBUTION TO CAPITAL	-	1,257,882.00	1,150,285.00	1,653,735	1,653,735	-		-	(1,653,735)	-100.0%	1,761,998	108,263	6.5%
				-	1,257,882.00	1,150,285.00	1,653,735	1,653,735	-	0.00%	-	(1,653,735)	-100.0%	1,761,998	108,263	6.5%
<b>TRANSFERRED FUNDS</b>																
	10188210	59300	TRANSFERRED FUNDS	1,917,929.02	1,415,954.17	664,059.55	-	-	-		-	-	-	-	-	-
				1,917,929.02	1,415,954.17	664,059.55	-	-	-		-	-	-	-	-	-
<b>TOTAL GENERAL GOVERNMENT</b>																
				26,332,793.40	27,971,453.97	28,804,854.73	28,632,572	28,636,772	14,747,626	0.00%	28,069,389	(567,383)	-2.0%	29,028,075	391,303	1.4%
<b>TOTAL BOARD OF EDUCATION</b>																
				-	-	-	35,908,368	35,908,368	22,270,455	62.02%	38,054,073	2,145,705	6.0%	38,054,073	2,145,705	6.0%
<b>TOTAL EXPENDITURES</b>																
				26,332,793.40	27,971,453.97	28,804,854.73	64,540,940	64,545,140	37,018,081	57.35%	66,123,462	1,578,322	2.4%	67,082,148	2,537,008	3.9%

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10150101	56100	LIBRARY	21,262.00	16,013.00	<p>Operations include supplies (office, building, processing materials, printers, copiers, and craft) along with annual dues, continuing education, and rent for both library buildings. As Director, I feel it is important to attend a national library conference, so the anticipated conference fees are also included here (\$2,000.00).</p> <p>The photocopier machines are also an added expense to this line (previously this was not part of the library budget). This is the main reason for the large percentage increase in this line. Annual photocopier lease = \$3,060.00 and anticipated imaging = \$2,300.00 which totals \$5,360.00 for the year. Estimated revenue for the library is \$5,500.00 for FY25.</p>	
10150101	56140	LIBRARY	51,989.00	51,989.00	<p>LION Regional Computer Network</p> <p>We currently belong to the LION Consortium. Fees will increase again this year (+3.39%), and benefits continue to decrease. Belonging to a library consortium is an essential need for our library and community because of the benefit of shared resources, support, and more. I think it is important for us to consider all our options in the state for consortium membership to see if LION is really the best option for Ledyard.</p> <p>This fee covers Ledyard's share of all the ongoing operating costs incurred by the LION cooperative library automation network. This includes troubleshooting computer issues and other equipment. LION membership benefits include a full online public catalog, a fully integrated automation system, website hosting, and email accounts for library staff.</p> <p>In addition to consortium membership, this line includes internet access and fiber maintenance fees (discounted through E-Rate) as well as the Bill Library self-checkout machine software/maintenance.</p>	
10150101	56420	LIBRARY	57,000.00	53,350.00	<p>Costs for collection materials have continued to increase despite receiving discounts from our distributors. Back in 2012, Ledyard Library had a \$60,000 budget for collection materials. As libraries continue to evolve, our patrons are now expecting instant access to materials. In addition, there are several areas of our collection that need to be updated to provide the best service and relevant materials to our community. Last year, the state average per capita expenses for library materials was \$5.15, and Ledyard spent \$4.61.</p> <p>Included in this line is the \$6,600 is for e-materials that LION purchases on our behalf as part of our membership. This fee for e-materials is required with LION membership.</p>	
10160101	51600	PARKS REC	84,119.00	84,119.00	Parks, Recreation, and Senior Center Director. 3% projected increase.	

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10160101	51610	PARKS REC	56,978.00	56,978.00	Assistant P&R Director. Beginning step per CBA.	
10160101	51615	PARKS REC	124,817.00	124,817.00	P&R Office assistant, Park Maintainer, and Nutrition Site Supervisor. 3% increase for all three positions per CBA in addition to any step increases.	
10160101	51700	PARKS REC	12,878.00	12,878.00	Part time SR CTR receptionist	
10160101	51710	PARKS REC	17,300.00	17,300.00	Funds used to pay for weekend janitors for Youth Basketball, wrestling and indoor soccer.	BOE rate increased to \$66.98 per HR
10160101	51800	PARKS REC	46,601.00	33,000.00	Transportation provided by town-employed vehicle drivers to Seniors' medical and wellness appointments. Includes 1 FT and 1 Per Diem driver.	
10160101	53303	PARKS REC	14,353.00	14,353.00	Water, Gas, and Cable/Internet bills	
10160101	53658	PARKS REC	3,600.00	3,600.00	Monthly fee for the SECT Senior Center web site.	
10160101	53700	PARKS REC	161,462.00	161,462.00	Turf management, grass cutting and maintenance contracts for all parks, athletic facilities, the beach and old office.	
10160101	54300	PARKS REC	39,137.00	39,137.00	Said account is to maintain 7 play areas, one beach four major parks, 4 pavilions ,11 baseball ,6 softball, 9 soccer, 4 practice and one official football fields. three irrigation systems along with 4 facilities under the lights.	
10160101	54310	PARKS REC	2,455.00	2,455.00	Required for maintenance and repair for two handicapped-accessible vans, a station wagon, and sedan. Provides mobility to Seniors for medical appointments, grocery shopping, and banking. Required for purchase of tires and maintenance of specialty equipment such as hydraulics. Necessary for state mandated safety inspections, replacement parts and repairs.	
10160101	56100	PARKS REC	30,635.00	30,635.00	Account is used for supplies at various programs, office, playgrounds, first aid to all leagues along with support to 5 major town functions and three Southeastern CT Dualthlons and Triathlons. Summer staff training along with background checks.	
10160101	56220	PARKS REC	36,750.00	36,750.00	Pays for all athletic fields, parks, community center, and aerators at beach.	
10170101	58790	BOE EXPEND	38,054,073.00	38,054,073.00		
10180101	58810	DEBT SERV	2,361,519.00	2,361,519.00	General Obligation bond principal. See budget spreadsheet for individual bonds - may need to be updated for May '24 anticipated borrowings	
10180101	58811	DEBT SERV	1,019,181.00	1,019,181.00	General Obligation bond interest. See budget spreadsheet for detail - may need updating for anticipated May '24 borrowings.	
10180101	58820	DEBT SERV	87,702.00	87,702.00	Debt payments to State Drinking Water Fund for the 2010 issue.	
10180101	58821	DEBT SERV	10,269.00	10,269.00	Interest to State Drinking Water Fund for the 2010 issue.	
10180101	58823	DEBT SERV	426,359.00	426,359.00	Contribution to Water and Sewer funds to pay Clean Water and Drinking Water Funds loans, and General Obligation bonds.	
10180101	58830	DEBT SERV	50,000.00	50,000.00	To be used for costs associated with May '24 borrowings.	

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
EXPENDITURE DETAIL

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	2021	2022	2023	2024				2025						
			ACTUAL	ACTUAL	ACTUAL	ADOPTED	REVISED	YTD-2/26/24	% of REVISED	DEPT PROPOSED	Diff vs FY24 Revised	% Chg Revised	MAYOR PROPOSED	Diff vs FY24 Revised	% Chge Revised	
	10130101	53636 ICD CODING	9,280.00	9,193.00	9,749.80	-	-	-	-	-	-	-	-	-	-	-
	10130101	53700 CONTRACT MAINTENANCE/LEASES	10,424.60	10,368.88	11,075.75	-	-	-	-	-	-	-	-	-	-	-
	10130101	54300 REPAIRS & MAINTENANCE	18,884.39	27,619.86	28,639.98	-	-	-	-	-	-	-	-	-	-	-
	10130101	56100 OPERATING EXPENSES	10,806.41	9,123.24	9,859.59	50,000	50,000	64,184		-	(50,000)	-	(50,000)	-100.0%		
	10130101	56900 OTHER SUPPLIES	17,283.56	8,105.20	6,755.76	-	-	-	-	-	-	-	-	-	-	-
	10130101	58100 DUES & FEES	550.00	-	-	-	-	-	-	-	-	-	-	-	-	-
	10130101	58110 TRAINING/MTGS/DUES/SUBSCRIP	9,082.25	5,756.12	7,612.92	-	-	-	-	-	-	-	-	-	-	-
	10130101	58300 EMPLOYEE REIMBURSEMENT	13,969.44	11,885.10	8,159.73	-	-	-	-	-	-	-	-	-	-	-
	10130101	58775 COMMUNITY HEALTH PROGRAM	1,271.05	5,055.76	865.67	-	-	-	-	-	-	-	-	-	-	-
	10130101	58790 MISCELLANEOUS EXPENSES	659.40	678.29	1,148.29	-	-	-	-	-	-	-	-	-	-	-
			<b>751,727.76</b>	<b>723,701.96</b>	<b>654,965.56</b>	<b>209,484</b>	<b>209,484</b>	<b>159,695</b>	<b>76.23%</b>	<b>10,000</b>	<b>(199,484)</b>	<b>-95.2%</b>	<b>10,000</b>	<b>(199,484)</b>	<b>-95.2%</b>	
<b>SCHOOL NURSING</b>																
	10130103	51645 NURSES SALARY	228,338.87	265,858.40	263,022.68	247,906	247,906	153,709		303,843	55,937	22.6%	303,843	55,937	22.6%	
	10130103	51646 NURSE AIDES	47,045.77	56,540.14	57,672.79	50,370	50,370	29,856		78,446	28,076	55.7%	78,446	28,076	55.7%	
	10130103	51700 ADMINISTRATIVE WAGES	-	-	-	-	-	-		50,403	50,403	#DIV/0!	50,403	50,403		
	10130103	51710 OTHER WAGES	18,700.52	8,461.93	10,967.33	30,000	30,000	23,452		36,100	6,100	20.3%	36,100	6,100	20.3%	
	10130103	52610 CLOTHING ALLOWANCE	600.00	2,100.00	1,500.00	1,500	1,500	750		1,500	-	0.0%	1,500	-	0.0%	
	10130103	56100 OPERATING EXPENSES	220.00	112.74	-	700	700	176		700	-	0.0%	700	-	0.0%	
	10130103	58110 TRAINING/MTGS/DUES/SUBSCRIP	2,285.96	1,365.72	343.68	2,000	2,000	300		1,500	(500)	-25.0%	1,500	(500)	-25.0%	
			<b>297,191.12</b>	<b>334,438.93</b>	<b>333,506.48</b>	<b>332,476</b>	<b>332,476</b>	<b>208,243</b>	<b>62.63%</b>	<b>472,492</b>	<b>140,016</b>	<b>42.1%</b>	<b>472,492</b>	<b>140,016</b>	<b>42.1%</b>	
<b>SOCIAL SERVICES</b>																
	10130301	51610 SUPERVISORS	86,048.90	87,074.68	90,124.65	91,449	91,449	56,275		-	(91,449)	-100.0%	-	(91,449)	-100.0%	
	10130301	51700 COUNSELOR	5,372.07	3,484.00	3,606.74	4,400	4,400	1,757		-	(4,400)	-100.0%	-	(4,400)	-100.0%	
	10130301	54401 FOOD PANTRY EXPENSES	6,600.00	-	3,500.00	3,500	3,500	-		-	(3,500)	-100.0%	-	(3,500)	-100.0%	
	10130301	56100 OPERATING EXPENSES	1,238.08	3,309.63	4,053.40	4,622	4,622	1,527		-	(4,622)	-100.0%	-	(4,622)	-100.0%	
			<b>99,259.05</b>	<b>93,868.31</b>	<b>101,284.79</b>	<b>103,971</b>	<b>103,971</b>	<b>59,559</b>	<b>57.28%</b>	<b>-</b>	<b>(103,971)</b>	<b>-100.0%</b>	<b>-</b>	<b>(103,971)</b>	<b>-100.0%</b>	
<b>SENIOR CENTER</b>																
	10130501	51610 SUPERVISORS	19,529.84	360.00	-	-	-	-		-	-	-	-	-	-	-
	10130501	51615 ASSISTANT WAGES	34,729.41	35,463.16	36,770.79	38,505	-	-		-	-	-	-	-	-	-
	10130501	51700 ADMINISTRATIVE WAGES	-	1,121.24	9,489.16	12,878	-	-		-	-	-	-	-	-	-
	10130501	51800 VAN DRIVER WAGES	11,644.23	18,361.39	27,475.05	28,000	-	-		-	-	-	-	-	-	-
	10130501	53658 REGIONAL SENIOR WEBSITE	7,000.00	3,300.00	3,600.00	3,600	-	-		-	-	-	-	-	-	-
	10130501	53700 CONTRACT MAINTENANCE/LEASES	3,648.78	3,734.96	3,933.58	3,958	-	-		-	-	-	-	-	-	-
	10130501	54310 EQUIPMENT MAINTENANCE	1,431.47	2,048.32	2,025.29	2,455	-	-		-	-	-	-	-	-	-
	10130501	56100 OPERATING EXPENSES	2,606.78	3,009.28	2,149.57	3,340	-	-		-	-	-	-	-	-	-
	10130501	58775 COMMUNITY HEALTH PROGRAM	2,161.00	13,747.29	15,761.00	14,000	-	-		-	-	-	-	-	-	-
			<b>82,751.51</b>	<b>81,145.64</b>	<b>101,204.44</b>	<b>106,736</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>PW-ADMINISTRATION</b>																
	10140101	51600 DEPARTMENT HEAD WAGES	120,279.83	122,669.16	126,023.70	129,576	129,576	79,737		133,460	3,884	3.0%	133,460	3,884	3.0%	
	10140101	53300 PROFESSIONAL/TECH SERVICES	47,712.44	55,166.80	39,182.21	70,000	70,000	31,642		75,000	5,000	7.1%	75,000	5,000	7.1%	
	10140101	58110 TRAINING/MTGS/DUES/SUBSCRIP	3,981.94	4,825.75	4,581.07	3,675	3,675	2,821		3,750	75	2.0%	3,750	75	2.0%	
			<b>171,974.21</b>	<b>182,661.71</b>	<b>169,786.98</b>	<b>203,251</b>	<b>203,251</b>	<b>114,200</b>	<b>56.19%</b>	<b>212,210</b>	<b>8,959</b>	<b>4.4%</b>	<b>212,210</b>	<b>8,959</b>	<b>4.4%</b>	
<b>PW-HIGHWAY</b>																
	10140103	51130 OVERTIME	21,298.56	26,682.10	12,572.99	12,700	12,700	8,921		13,000	300	2.4%	13,000	300	2.4%	
	10140103	51301 SEASONAL HELP SUMMER	21,405.43	15,904.11	5,586.00	15,000	15,000	-		15,000	-	0.0%	15,000	-	0.0%	
	10140103	51610 SUPERVISORS	71,743.68	80,486.13	90,140.38	92,231	92,231	56,884		94,527	2,296	2.5%	94,527	2,296	2.5%	
	10140103	51620 PUBLIC WORKS EMPLOYEES	713,652.36	740,091.30	788,428.69	847,423	847,423	516,931		873,500	26,077	3.1%	873,500	26,077	3.1%	
	10140103	51710 POSITION UPGRADE PAY	7,184.40	5,878.88	5,026.05	7,500	7,500	3,443		7,500	-	0.0%	7,500	-	0.0%	
	10140103	51805 PT SNOWPLOW DRIVERS	3,189.47	3,206.94	334.41	5,000	5,000	122		5,000	-	0.0%	5,000	-	0.0%	
	10140103	51815 OVERTIME SNOW PLOWING	74,954.73	83,446.68	36,510.16	95,000	95,000	36,985		97,000	2,000	2.1%	97,000	2,000	2.1%	
	10140103	53645 TRAINING	1,400.00	3,500.00	2,945.00	1,800	1,800	1,100		1,800	-	0.0%	1,800	-	0.0%	



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0155

**Agenda Date:** 3/14/2024

**Agenda #:**

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## REPORT

**Fiscal Year 2024/2025 Budget Work Session:**

1:00 p.m. Library Commission - Library Director Jennifer Smith

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
EXPENDITURE DETAIL

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	2021	2022	2023	2024				2025						
			ACTUAL	ACTUAL	ACTUAL	ADOPTED	REVISED	YTD-2/26/24	% of REVISED	DEPT PROPOSED	Diff vs FY24 Revised	% Chg Revised	MAYOR PROPOSED	Diff vs FY24 Revised	% Chge Revised	
<b>LIBRARY</b>																
	10150101	51160	CUSTODIAN SALARIES	23,029.64	23,741.56	24,806.65	25,303	25,303	15,570		26,061	758	3.0%	26,061	758	3.0%
	10150101	51600	DEPARTMENT HEAD WAGES	77,951.28	82,178.03	78,949.94	80,628	80,628	49,891		83,037	2,409	3.0%	83,037	2,409	3.0%
	10150101	51610	SUPERVISORS	156,913.84	152,771.29	149,358.20	169,167	169,167	95,155		176,884	7,717	4.6%	176,884	7,717	4.6%
	10150101	51615	ASSISTANT WAGES	100,972.90	106,087.99	111,141.08	122,283	122,283	73,347		134,207	11,924	9.8%	126,000	3,717	3.0%
	10150101	51800	PART-TIME WAGES	49,360.04	54,024.10	54,906.74	79,428	79,428	37,977		91,008	11,580	14.6%	81,008	1,580	2.0%
	10150101	53700	CONTRACT MAINTENANCE/LEASES	2,487.02	2,606.98	5,179.41	2,060	2,060	739		2,207	147	7.1%	5,249	3,189	154.8%
	10150101	54310	EQUIPMENT MAINTENANCE	-	-	-	1,000	1,106	1,096		1,800	694	62.7%	1,800	694	62.7%
	10150101	55330	TELEPHONE & FAX SERVICE	2,758.72	3,535.91	3,647.26	4,200	4,200	1,028		4,200	-	0.0%	4,200	-	0.0%
	10150101	56100	OPERATING EXPENSES	12,071.85	11,776.45	18,084.16	10,500	10,500	4,144		21,262	10,762	102.5%	16,013	5,513	52.5%
	10150101	56140	LION REG NETWORK	42,023.33	41,651.65	42,726.60	52,239	52,133	25,288		51,989	(144)	-0.3%	51,989	(144)	-0.3%
	10150101	56420	LIBRARY BOOKS	51,371.81	50,258.71	54,399.06	50,000	50,000	34,469		57,000	7,000	14.0%	53,350	3,350	6.7%
				518,940.43	528,632.67	543,199.10	596,808	596,808	338,704	56.75%	649,655	52,847	8.9%	625,591	28,783	4.8%
<b>PARKS AND RECREATION</b>																
	10160101	51600	DEPARTMENT HEAD WAGES	67,741.62	77,023.87	79,973.94	81,669	81,669	50,531		84,119	2,450	3.0%	84,119	2,450	3.0%
	10160101	51610	SUPERVISORS	52,592.76	54,105.57	58,230.88	58,198	58,198	22,779		56,978	(1,220)	-2.1%	56,978	(1,220)	-2.1%
	10160101	51615	ASSISTANT WAGES	66,305.15	78,064.07	69,200.32	82,667	121,172	69,877		124,817	3,645	3.0%	124,817	3,645	3.0%
	10160101	51700	ADMINISTRATIVE WAGES	-	-	-	-	12,878	13,573		12,878	-	0.0%	12,878	-	0.0%
	10160101	51710	PLAYGROUND & CUSTODIAN	1,893.00	3,597.59	16,328.08	10,000	10,000	-		17,300	7,300	73.0%	17,300	7,300	73.0%
	10160101	51800	PART-TIME WAGES	-	-	-	-	42,000	26,738		46,601	4,601	11.0%	33,000	(9,000)	-21.4%
	10160101	53303	COMM CTR UTILITIES	-	-	-	-	13,993	2,550		14,353	360	2.6%	14,353	360	2.6%
	10160101	53658	REGIONAL SENIOR WEBSITE	-	-	-	-	3,600	3,600		3,600	-	0.0%	-	-	0.0%
	10160101	53700	CONTRACT MAINTENANCE/LEASES	161,461.44	161,461.96	161,461.96	161,462	161,462	109,167		161,462	-	0.0%	161,462	-	0.0%
	10160101	54300	REPAIRS & MAINTENANCE	23,495.22	29,531.27	29,936.31	32,604	32,604	18,559		39,137	6,533	20.0%	39,137	6,533	20.0%
	10160101	54310	EQUIPMENT MAINTENANCE	-	-	-	-	2,455	2,493		2,455	-	0.0%	2,455	-	0.0%
	10160101	56100	OPERATING EXPENSES	18,889.54	22,039.14	18,898.48	24,916	28,256	10,146		30,635	2,379	8.4%	30,635	2,379	8.4%
	10160101	56220	ELECTRICITY	21,754.34	33,809.48	36,587.75	38,290	28,255	28,956		36,750	8,495	30.1%	36,750	8,495	30.1%
				414,133.07	459,632.95	470,617.72	489,806	596,542	358,969	60.17%	631,085	34,543	5.8%	617,484	20,942	3.5%
<b>BOE EXPENDITURES</b>																
	10170101	58790	BOARD OF ED EXPENSES	-	-	-	35,908,368	35,908,368	22,270,455		38,054,073	2,145,705	6.0%	38,054,073	2,145,705	5.98%
				-	-	-	35,908,368	35,908,368	22,270,455		38,054,073	2,145,705	6.0%	38,054,073	2,145,705	5.98%
<b>DEBT SERVICE</b>																
	10180101	58810	GEN OBLIGATION BOND PRINCIPAL	2,456,443.11	2,461,443.10	2,602,337.22	2,587,337	2,587,337	1,210,000		2,361,519	(225,818)	-8.7%	2,361,519	(225,818)	-8.7%
	10180101	58811	GEN OBLIGATION BOND INTEREST	1,207,113.48	1,161,096.11	1,231,494.44	1,126,378	1,126,378	304,708		1,019,181	(107,197)	-9.5%	1,019,181	(107,197)	-9.5%
	10180101	58820	CWF/DWSRF LOAN PRINCIPAL	80,964.16	89,498.68	77,295.97	85,967	85,967	21,366		87,702	1,735	2.0%	87,702	1,735	2.0%
	10180101	58821	CWF/DWSRF LOAN INTEREST	17,006.12	16,635.79	12,510.12	12,004	12,004	3,126		10,269	(1,735)	-14.5%	10,269	(1,735)	-14.5%
	10180101	58823	DEBT TRANSFER TO WPCA	-	-	550,969.74	542,164	542,164	-		426,359	(115,805)	-21.4%	426,359	(115,805)	-21.4%
	10180101	58830	PROJECTS IN PROGRESS	11,121.07	24,625.00	1,625.00	50,000	50,000	-		50,000	-	0.0%	50,000	-	0.0%
				3,772,647.94	3,753,298.68	4,476,232.49	4,403,850	4,403,850	1,539,200	34.95%	3,955,030	(448,820)	-10.2%	3,955,030	(448,820)	-10.2%
<b>CONTRIBUTION TO CNR</b>																
	10185101	58790	CONTRIBUTION TO CAPITAL	-	1,257,882.00	1,150,285.00	1,653,735	1,653,735	-		-	(1,653,735)	-100.0%	1,761,998	108,263	6.5%
				-	1,257,882.00	1,150,285.00	1,653,735	1,653,735	-	0.00%	-	(1,653,735)	-100.0%	1,761,998	108,263	6.5%
<b>TRANSFERRED FUNDS</b>																
	10188210	59300	TRANSFERRED FUNDS	1,917,929.02	1,415,954.17	664,059.55	-	-	-		-	-	-	-	-	-
				1,917,929.02	1,415,954.17	664,059.55	-	-	-		-	-	-	-	-	-
<b>TOTAL GENERAL GOVERNMENT</b>																
				26,332,793.40	27,971,453.97	28,804,854.73	28,632,572	28,636,772	14,747,626	0.00%	28,069,389	(567,383)	-2.0%	29,028,075	391,303	1.4%
<b>TOTAL BOARD OF EDUCATION</b>																
				-	-	-	35,908,368	35,908,368	22,270,455	62.02%	38,054,073	2,145,705	6.0%	38,054,073	2,145,705	6.0%
<b>TOTAL EXPENDITURES</b>																
				26,332,793.40	27,971,453.97	28,804,854.73	64,540,940	64,545,140	37,018,081	57.35%	66,123,462	1,578,322	2.4%	67,082,148	2,537,008	3.9%

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10140113	54224	PW - SANITATION	425,000.00	425,000.00	<p>This account provides funds for the tipping (service) fees associated with waste delivered to the Preston Incinerator under the Curbside Collection Contract, for residential and municipal sources, and through commercial collection and disposal within Ledyard. After many years of a stable \$58 rate, SCRRA has had to reduce its subsidy (i.e., increase the tipping fee charged member towns). Even with a relatively stable volume of waste, there will be a significant additional cost of disposal due to the tipping fee increase. This account reflects a service fee established by SCRRA for FY25 of \$67.81 (this is the third year of progressive increase, and the greatest increase so far-now 17% greater than FY22). Under Town Ordinance, the tipping fees paid by the Town for commercial loads are received back through a backcharge of the commercial haulers.</p> <p>IMPORTANT NOTE: The prevailing financial conditions under which SCRRA now functions have changed dramatically, such that SCRRA is still exploring various scenarios of progressive subsidy reduction. Thus, the Town can expect continued growing increases of the on-budget share of these costs, as we are now seeing. For many years the costs to the Town of waste disposal, recyclables disposal, and other Transfer Station related expenses have been both artificially depressed and stable due to the capacity and decisions of SCRRA to subsidize these costs.</p>	
10140113	56100	PW - SANITATION	5,000.00	5,000.00	Provides funds for expenses associated with various operational requirements, such as annual landfill mowing (\$2,500), porta-potty rental (\$1,000), annual permitting fees, etc.	
10140113	58790	PW - SANITATION	90,000.00	90,000.00	Includes hauling and disposal costs for bulky waste and other wastes and other miscellaneous transfer station disposal costs. These costs have been managed carefully, and the Town has realized some savings, but the long-term situation for disposal remains highly uncertain. Costs of disposal could increase dramatically at any time. An increase in FY23 reflected a marked increase in bulky waste disposal volume at the Transfer Station, on top of the 20% contract disposal rate from FY20. FY25 will be the 2nd year of the 2-year contract bid out in FY24, through which costs increased by nearly 40%. The budget reflects the cumulative impact of this.	
10150101	51160	LIBRARY	26,061.00	26,061.00	Library Custodian - 23 hours per week. 3% contractual increase - already at max step.	
10150101	51600	LIBRARY	83,037.00	83,037.00	Library Director. Projected 3% increase.	

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10150101	51610	LIBRARY	176,884.00	176,884.00	The Library has 3 full-time staff in the supervisor's union (a full time supervisor for each library and a full-time Youth Services Librarian). This line includes those salaries including their contractual cost of living increases.	
10150101	51615	LIBRARY	134,207.00	126,000.00	There are 5 staff in the Town Hall union (also including the Library custodian).  A Library Technician I - Reference works 20 hours per week (equaling 1/2 FTE) in each library as a supervisor when the Assistant Librarian or Director are not there.  The Administrative Assistant works 30 hours (equals .75 FTE) and has many tasks from processing new materials, tracking and ordering all supplies, troubleshooting technology, and handling correspondence.  The Library Technician II - Youth Services works 30 hours (equals .75 FTE) and is responsible for cataloging each item along with assisting our Youth Services Librarian with programming, desk coverage, displays etc. Adding an additional 10 hours per week to make this position full-time 40 hours will allow for more public facing time on desk, thus creating a welcoming and safer Children's Library environment. It will also ensure there are no backlogs so we can have our new materials available to the public in a timely manner.	
10150101	51800	LIBRARY	91,008.00	81,008.00	This line accounts for our six non-union Library Associates. Library Associates are a key component to our library staffing and have a starting salary listed just above minimum wage. These Library Associates work hard to provide excellent customer service and deal with a variety of complex tasks during a typical shift. They are our "on call" staffers who have often allowed us to keep the library doors open in the event of a vacation request or an unanticipated absence from a full-time Librarian. This line includes a starting hourly rate of \$16.25 for these employees (3.6% cost of living increase) along with a step scale based on years of employment.	
10150101	53700	LIBRARY	2,207.00	5,249.00	This line is mainly for our WPCA monthly water fees (anticipating a 3% increase). It also includes a small amount toward potential/unexpected website or phone issues.	
10150101	54310	LIBRARY	1,800.00	1,800.00	No new printers or photocopiers are needed. However, we desperately need to upgrade our Microsoft Office Suite licenses. This line includes the estimated cost of 12 perpetual licenses through TechSoup.	
10150101	55330	LIBRARY	4,200.00	4,200.00	Both library buildings' phone lines and faxing services are included here. This account covers two phone lines and one fax line at Bill Library and one phone line and one fax line at Gales Ferry Library.	

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10150101	56100	LIBRARY	21,262.00	16,013.00	<p>Operations include supplies (office, building, processing materials, printers, copiers, and craft) along with annual dues, continuing education, and rent for both library buildings. As Director, I feel it is important to attend a national library conference, so the anticipated conference fees are also included here (\$2,000.00).</p> <p>The photocopier machines are also an added expense to this line (previously this was not part of the library budget). This is the main reason for the large percentage increase in this line. Annual photocopier lease = \$3,060.00 and anticipated imaging = \$2,300.00 which totals \$5,360.00 for the year. Estimated revenue for the library is \$5,500.00 for FY25.</p>	
10150101	56140	LIBRARY	51,989.00	51,989.00	<p>LION Regional Computer Network</p> <p>We currently belong to the LION Consortium. Fees will increase again this year (+3.39%), and benefits continue to decrease. Belonging to a library consortium is an essential need for our library and community because of the benefit of shared resources, support, and more. I think it is important for us to consider all our options in the state for consortium membership to see if LION is really the best option for Ledyard.</p> <p>This fee covers Ledyard's share of all the ongoing operating costs incurred by the LION cooperative library automation network. This includes troubleshooting computer issues and other equipment. LION membership benefits include a full online public catalog, a fully integrated automation system, website hosting, and email accounts for library staff.</p> <p>In addition to consortium membership, this line includes internet access and fiber maintenance fees (discounted through E-Rate) as well as the Bill Library self-checkout machine software/maintenance.</p>	
10150101	56420	LIBRARY	57,000.00	53,350.00	<p>Costs for collection materials have continued to increase despite receiving discounts from our distributors. Back in 2012, Ledyard Library had a \$60,000 budget for collection materials. As libraries continue to evolve, our patrons are now expecting instant access to materials. In addition, there are several areas of our collection that need to be updated to provide the best service and relevant materials to our community. Last year, the state average per capita expenses for library materials was \$5.15, and Ledyard spent \$4.61.</p> <p>Included in this line is the \$6,600 is for e-materials that LION purchases on our behalf as part of our membership. This fee for e-materials is required with LION membership.</p>	
10160101	51600	PARKS REC	84,119.00	84,119.00	Parks, Recreation, and Senior Center Director. 3% projected increase.	



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0156

**Agenda Date:** 3/14/2024

**Agenda #:**

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## REPORT

**Fiscal Year 2024/2025 Budget Work Session:**

1:15 p.m. Mis Department - Director Justin Dube

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
EXPENDITURE DETAIL

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	2021	2022	2023	2024				2025					
			ACTUAL	ACTUAL	ACTUAL	ADOPTED	REVISED	YTD-2/26/24	% of REVISED	DEPT PROPOSED	Diff vs FY24 Revised	% Chg Revised	MAYOR PROPOSED	Diff vs FY24 Revised	% Chge Revised
	10120101	53646 TRAINING SUPPORTI	27,253.38	22,360.76	26,637.91	26,459	26,459	25,418		29,885	3,426	12.9%	27,459	1,000	3.8%
	10120101	53700 CONTRACT MAINTENANCE/LEASES	31,090.14	28,940.50	31,837.53	33,418	33,418	20,138		33,111	(307)	-0.9%	33,111	(307)	-0.9%
	10120101	54226 PRISONER EXPENSES	4,067.64	3,966.76	3,459.72	4,050	4,050	2,691		4,050	-	0.0%	4,050	-	0.0%
	10120101	54300 REPAIRS & MAINTENANCE	9,347.17	11,728.38	5,215.27	9,500	9,500	7,127		9,500	-	0.0%	9,500	-	0.0%
	10120101	54310 EQUIPMENT MAINTENANCE	36,833.55	23,251.16	35,698.05	30,000	30,000	27,502		33,000	3,000	10.0%	33,000	3,000	10.0%
	10120101	55330 TELEPHONE & FAX SERVICE	2,276.28	2,250.07	3,215.63	2,750	2,750	1,157		2,920	170	6.2%	2,920	170	6.2%
	10120101	55335 MOBILE DATA SERVICE	12,241.36	11,839.25	10,609.85	12,187	12,187	4,879		12,054	(133)	-1.1%	12,054	(133)	-1.1%
	10120101	56100 OPERATING EXPENSES	19,603.53	27,528.37	20,387.24	18,000	18,000	8,654		18,000	-	0.0%	18,000	-	0.0%
	10120101	56205 WATER	2,824.08	2,928.95	2,955.12	3,000	3,000	1,742		3,000	-	0.0%	3,000	-	0.0%
	10120101	56260 DIESEL/GASOLINE	34,193.08	52,188.18	66,550.00	70,000	70,000	33,672		70,000	-	0.0%	70,000	-	0.0%
	10120101	56730 UNIFORMS	40,705.02	47,710.24	39,664.40	38,500	38,500	26,970		38,500	-	0.0%	38,500	-	0.0%
	10120101	56900 OTHER SUPPLIES	23,201.76	16,333.20	18,555.87	19,900	19,900	12,967		19,900	-	0.0%	19,900	-	0.0%
	10120101	57300 NEW EQUIPMENT	4,796.48	2,400.00	2,390.00	2,400	2,400	-		7,920	5,520	230.0%	7,920	5,520	230.0%
	10120101	58110 TRAINING/MTGS/DUES/SUBSCRIP	2,440.57	2,743.50	1,650.00	6,000	6,000	3,380		6,000	-	0.0%	6,000	-	0.0%
	10120101	58791 CANINE UPKEEP	-	-	-	-	-	-		1	1	-	-	-	-
			2,693,468.09	2,726,757.57	2,992,126.81	2,751,520	2,751,520	1,811,293	65.83%	3,063,232	311,712	11.3%	3,007,655	256,135	9.3%
DISPATCH															
	10120103	51130 OVERTIME	91,557.80	162,522.17	136,142.15	84,000	84,000	66,403		86,250	2,250	2.7%	86,250	2,250	2.7%
	10120103	51299 PER DIEM WAGES	20,874.68	6,878.68	6,350.14	12,000	12,000	10,494		16,000	4,000	33.3%	16,000	4,000	33.3%
	10120103	51630 PUBLIC SAFETY EMPLOYEES	383,723.37	425,365.13	473,617.35	435,157	435,157	271,424		475,159	40,002	9.2%	475,159	40,002	9.2%
	10120103	51715 HOLIDAY PAY	7,284.23	17,691.58	31,391.12	32,800	32,800	6,029		14,280	(18,520)	-56.5%	14,280	(18,520)	-56.5%
	10120103	51720 MEAL STIPENDS	690.00	1,020.00	1,245.00	1,455	1,455	465		1,500	45	3.1%	1,500	45	3.1%
	10120103	53700 CONTRACT MAINTENANCE/LEASES	34,481.00	37,922.86	38,382.31	41,415	41,415	39,141		42,540	1,125	2.7%	42,540	1,125	2.7%
	10120103	55330 TELEPHONE & FAX SERVICE	12,641.65	12,327.92	12,404.64	14,954	14,954	8,763		14,760	(194)	-1.3%	14,760	(194)	-1.3%
	10120103	56100 OPERATING EXPENSES	5,363.81	7,055.19	4,667.40	5,000	5,000	4,962		5,500	500	10.0%	5,500	500	10.0%
	10120103	56730 UNIFORMS	2,207.30	2,155.00	977.00	5,020	5,020	-		9,760	4,740	94.4%	9,760	4,740	94.4%
	10120103	58110 TRAINING/MTGS/DUES/SUBSCRIP	3,264.20	3,478.00	2,802.30	3,000	3,000	2,808		3,500	500	16.7%	3,500	500	16.7%
			562,088.04	676,416.53	707,979.41	634,801	634,801	410,489	64.66%	669,249	34,448	5.4%	669,249	34,448	5.4%
ANIMAL CONTROL															
	10120105	51130 OVERTIME	1,132.24	1,624.21	1,380.15	2,000	2,000	1,551		2,200	200	10.0%	2,100	100	5.0%
	10120105	51205 ANIMAL CONTROL OFFICER	48,771.21	44,580.23	38,626.24	51,626	51,626	31,646		52,917	1,291	2.5%	52,917	1,291	2.5%
	10120105	51800 PART-TIME WAGES	17,011.72	19,699.56	30,480.00	24,960	24,960	17,994		26,208	1,248	5.0%	26,208	1,248	5.0%
	10120105	53310 VETERINARIAN	2,311.28	2,203.46	1,825.00	2,500	2,500	1,127		2,500	-	0.0%	2,500	-	0.0%
	10120105	53645 TRAINING	-	-	305.46	400	400	-		400	-	0.0%	400	-	0.0%
	10120105	56100 OPERATING EXPENSES	4,416.41	6,844.26	7,563.31	10,566	10,566	2,760		7,500	(3,066)	-29.0%	7,500	(3,066)	-29.0%
	10120105	57305 ACO EQUIPMENT	1,000.00	543.99	322.60	1,000	1,000	-		1,000	-	0.0%	1,000	-	0.0%
	10120105	58000 SPAY/NEUTER PROGRAM	-	1,412.46	1,392.41	1,500	1,500	535		1,500	-	0.0%	1,500	-	0.0%
	10120105	58790 MISCELLANEOUS EXPENSES	5,238.25	5,258.00	4,831.25	5,200	5,200	6,401		6,000	800	15.4%	5,450	250	4.8%
			79,881.11	82,166.17	86,726.42	99,752	99,752	62,014	62.17%	100,225	473	0.5%	99,575	(177)	-0.2%
FIRE MARSHAL															
	10120301	51130 OVERTIME	-	-	-	100	100	-		100	-	0.0%	100	-	0.0%
	10120301	51630 PUBLIC SAFETY EMPLOYEES	72,977.81	74,222.57	77,685.90	80,064	80,064	49,270		82,466	2,402	3.0%	82,466	2,402	3.0%
	10120301	55330 TELEPHONE & FAX SERVICE	2,177.64	3,173.03	4,249.51	4,800	4,800	1,262		5,200	400	8.3%	5,200	400	8.3%
	10120301	56100 OPERATING EXPENSES	5,666.57	3,941.82	6,518.37	8,000	8,000	1,935		8,000	-	0.0%	8,000	-	0.0%
	10120301	56450 CODE AND REFERENCE BOOKS	-	-	2,881.86	3,000	3,000	-		3,000	-	0.0%	3,000	-	0.0%
	10120301	56730 UNIFORMS	980.00	936.00	972.00	850	850	612		850	-	0.0%	850	-	0.0%
	10120301	58110 TRAINING/MTGS/DUES/SUBSCRIP	175.00	175.00	943.87	1,500	1,500	175		1,500	-	0.0%	1,500	-	0.0%
			81,977.02	82,448.42	93,251.51	98,314	98,314	53,254	54.17%	101,116	2,802	2.9%	101,116	2,802	2.9%

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10112131	51300	TAX COLLECTOR	9,800.00	5,200.00	Seasonal Help: July 2024 - 1 week training/ 5 calendar weeks of collections/ 1wk timely mailing of returned mail. (\$20.00/hour, 35/hour per week x 7wks=\$4,900 PLUS: January 2025 - 1 week training/ 5 calendar weeks of collections/ 1 timely mailing of returned mail. (\$20.00/hour, 35/hour per week x 7wks=\$4,900 TOTAL: \$9,800	
10112131	51610	TAX COLLECTOR	71,017.00	71,017.00	Tax Collector - 2.5% contractual increase plus any applicable step increases..	
10112131	51615	TAX COLLECTOR	47,138.00	47,138.00	Assistant to the Tax Collector. 3% increase per Town Hall Union CBA plus step increase as applicable.	
10112131	53610	TAX COLLECTOR	500.00	500.00	Legal Service - Attorney Langhammer: Occasional legal questions and correspondence regarding tax payer accounts. \$500.	
10112131	53700	TAX COLLECTOR	2,800.00	2,800.00	DMV Direct - \$250 (reporting and releasing delinquent taxpayers at the DMV)  Accurint - \$2,400 (search engine used for locating taxpayers)  Clerks Title Search - \$150.	
10112131	54421	TAX COLLECTOR			Refunds made to taxpayers who overpay. Corresponding revenue in Current Taxes account.	
10112131	56100	TAX COLLECTOR	24,900.00	24,900.00	Dime Bank Lock Box Fees - \$5,100. Tax Bills -Outsource July/Jan - \$18,000(Printing and postage for mailing tax bills) Paper/Envelopes - \$1,800	
10112131	58110	TAX COLLECTOR	2,800.00	2,800.00	All include Tax Collector & Collectors Assistant: CCMC Meetings; Education; Exams \$800 Dues: State and Country - \$250 NLTA Meetings & Education: \$160 NERTCA Meetings - \$140. Meetings- Two state meetings and State three day seminar - \$650 Mileage - \$800	Continuing education to keep current on Tax Collection procedures and updates to state statute.
10112131	58506	TAX COLLECTOR	150.00	150.00	Cash used to pay remaining balance on tax bills under \$1.00.  This will save re-bill expense including postage.	

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10112151	51610	MIS	80,153.00	80,153.00	MIS Director - Includes contractual 2.5% increase plus associated step increase as applicable.	
10112151	51700	MIS	47,066.00	47,066.00	MIS Technician. 3% increase per Town Hall Union CBA in addition to step increase.	
10112151	53655	MIS	19,542.00	19,542.00	Granicus Hosting Fees	Capability to video stream live and on-demand Town Council meetings. Capability to publish meeting agendas & minutes. Capability for document management. Also used by Town commissions, committees and boards.
10112151	53655	MIS	5,000.00	5,000.00	Granicus Setup Fee (Yr 3 of 3)	This was Agreed upon when we switched over to Granicus, splitting the setup fee into 3 payments of \$5000.
10112151	53657	MIS	9,409.00	9,409.00	CivicPlus Website Hosting	CivicPlus Provides the Hosting and support for the Website. Current Terms state no more than a 5% increase YOY.
10112151	53657	MIS	46.00	46.00	Domain Name Registration	This is the fee for the domain names for ledyardrec.org and ledyardct.org  These must be maintained otherwise email and websites will stop functioning and people could start impersonating Town of Ledyard officials.
10112151	53690	MIS	30,000.00	30,000.00	Gemni Tax Software	Tax Assessor and Tax Collector annual support and maintenance fee.  30,000.00 Per year for FY 2023-25
10112151	53690	MIS	39,014.00	39,014.00	Tyler/Munis GL/PR Software Support (5% annual increase).	Annual support and maintenance fee for Munis
10112151	53690	MIS	5,400.00	5,400.00	Hosted Email - Exchange Online (contracted until 6/30/2026)	VLA ENTERPRISE EXCHANGE ONLINE PLAN1G \$35.75 * 150 Users
10112151	53690	MIS	1,020.00	1,020.00	Hosted Email Encryption Features for HR/Finance/Social Services (Contracted until 6/30/2026)	VLA ENTERPRISE ENT MOBANDSEC E3 GCC \$101.14 * 10 Users
10112151	53690	MIS	12,700.00	12,700.00	Microsoft Office 365 Subscription (Contracted until 6/30/2026)	VLA ENTERPRISE OFFICE365PROPLUS \$126.25 * 100 Users
10112151	53695	MIS	22,000.00	22,000.00	Tyler/Munis Internet Annual Hosting Fee.	Munis GL/PR software, data and document annual internet hosting fee.
10112151	53696	MIS	3,473.00	3,473.00	PeopleGIS Mapsonline (GIS) Annual Service Fee.	Annual fee for support, maintenance and internet hosting for PeopleGIS Mapsonline (GIS) service. 5% YOY Increase
10112151	53696	MIS	3,473.00	3,473.00	PeopleGIS PeopleForms Annual Service Fee.	Annual fee for support, maintenance and internet hosting fee for PeopleGIS PeopleForms data entry, database, reports, etc. service. 5% YOY Increase
10112151	53696	MIS	1,737.00	1,737.00	PeopleGIS Building Permits in PeopleForms Annual Service Fee.	Annual support, maintenance and internet hosting fee for building permits PeopleForm data entry, database and reports service. 5% YOY Increase

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10112151	53696	MIS	1,737.00	1,737.00	PeopleGIS Web Assessor Annual Service.	Annual support, maintenance and internet hostin fee for PeopleGIS Web Assessor data link to online GIS, building permits and data searchability service. 5% YOY Increase
10112151	53696	MIS	1,737.00	1,737.00	PeopleGIS Document Management Service Annual Fee.	Annual fee for support, maintenance and internet hosting fee for PeopleGIS Document Management upload and storage of PeopleForms related documents. 5% YOY Increase
10112151	53696	MIS	12,000.00	12,000.00	Cloudpermit - Building Permits Year 1 of 3 - \$12,000	This is a proposed replacement to the PeopleForms - Building permits.  It is proposed that this will be covered by an increase in land use permit fees.  Once running we should be able to adjust what PeopleGis hosts and lower the cost associated with those line items.
10112151	53696	MIS	4,000.00	4,000.00	Cloudpermit - Code Enforcement Year 1 of 3 - \$4,000	This is a proposed replacement to the Peopleforms - Building permits.  It is proposed that this will be covered by an increase in land use permit fees.
10112151	53696	MIS	5,000.00	5,000.00	Cloudpermit - Land Use Year 1 of 3 - \$5,000	This is a proposed replacement to the Peopleforms - Building permits.  It is proposed that this will be covered by an increase in land use permit fees.
10112151	53696	MIS	6,000.00	6,000.00	Cloudpermit Setup fee - One Time	Setup fee's for Migrating Data and setting up services.  Implementation Fee - Building Software Solution USD 3,000 Implementation Fee - Code Enforcement Software Solution USD 1,500 Implementation Fee - Land Use Software Solution USD 1,500
10112151	54300	MIS	3,374.00	3,374.00	Firewall Appliance Maintenance - Town Hall (NSa3700)	Annual SonicWall 24x7 support and maintenance firewall appliance NSa3700 in the Town Hall.
10112151	54300	MIS	3,683.00	3,683.00	MIS Office Eaton UPS Backup (3% annual increase)	Annual maintenance fee for 24x7 on-site support, preventative maintenance and full battery coverage.
10112151	54300	MIS	915.00	915.00	Firewall Appliance Maintenance - EOC (TZ470)	Annual SonicWall 24x7 support and maintenance firewall appliance TZ470 in the Emergency Operations Center.
10112151	54300	MIS	6,388.00	6,388.00	Firewall Appliance Maintenance - (TZ670)	Annual SonicWall 24x7 support and maintenance firewall appliance TZ670's at Parks and Rec, the Food Pantry, Public Works, and the Ledyard ESB

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10112151	54300	MIS	1,361.00	1,361.00	Firewall Appliance Maintenance - Ledyard WPCA Plant (TZ570w)	Annual SonicWall 24x7 support and maintenance firewall appliance TZ670 in the Ledyard WPCA Plant.
10112151	54300	MIS	756.00	756.00	Firewall Appliance Maintenance - Ledyard ACO (TZ370w)	Annual SonicWall 24x7 support and maintenance firewall appliance TZ370w in the Ledyard ACO.
10112151	55330	MIS	3,996.00	3,996.00	Frontier Telephone and Fax Line Usage Fee (increase in State & Federal fees)	Usage fee for 3 fax lines and emergency copper phone lines for Town Hall and Annex. FY 2024 Avg. Monthly cost was 332.22
10112151	55330	MIS	5,100.00	5,100.00	TPx PRI Usage Fee (increase in State & Federal user fees as well as end user connection charge)	Usage fee for Town Hall 100 Mbps PRI for connection to the Internet and VoIP phone service. FY24 Avg. Monthly Cost was \$424.11
10112151	55330	MIS	515.00	515.00	Total Communications - Service Agreement	Yearly Telco Service Agreement at \$515 @ 3% yoy Increase.
10112151	55330	MIS	140.00	140.00	Total Communications - Mitel SWAS Standard 8x5 Support	Yearly Mitel SWAS Standard 8x5 Support at \$140 at 3% YOY Increase
10112151	55330	MIS	2,122.00	2,122.00	Total Communications - T1/E1 Digital Trunk, Module, Phones & Licenses	Yearly Fee for T1/E1 Digital Trunk, Module, Phones & Licenses \$2122 @ 3% YOY increase.
10112151	55340	MIS	600.00	600.00	Lighttower Fiber Line Maintenance.	Cost of the dedicated fiber line (point-to-point) from the LHS to the Town Hall that provides Town Hall with access to the CEN. Maintenance cost is \$600/year.
10112151	55340	MIS	5,400.00	5,400.00	CEN - Internet (Town Hall)	Cost of the CEN fiber connection that provides Town Hall with a dedicated 100Mbps internet transmission rate for data upload and download. Usage fee is \$450/month for 100Mbps.
10112151	55340	MIS	1,500.00	1,500.00	Failover Internet/Voice Connection Using LPD PSAP	Failover for Town Hall and LPD Internet/voice connection using the LPD 25Mbps PSAP connection to the State. Usage fee is \$125/month.
10112151	55340	MIS	1,500.00	1,500.00	CEN - Internet (EOC)	This is the separate Internet connection for the EOC.  Usage fee is \$125/month.
10112151	56900	MIS	6,000.00	6,000.00	IT Consumable Supplies.	Cost of consumable supplies for IT equipment for all Town departments. Items such as toner and inkjet cartridges, laser and acid-free paper, POS printer ribbons and paper rolls, business cards, etc.
10112151	57410	MIS	750.00	750.00	Mail Archiva E-Mail Archiving Software & Support	Annual renewal of software used for archiving e-mail from the MS Office 365 Exchange Server.  150 mailboxes Tier 7 at \$4.57.  Previous Year Price increased 14.6%
10112151	57410	MIS	1,125.00	1,125.00	LAN Sweeper Pro	Annual renewal for network monitoring software, IT asset management & IT helpdesk

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10112151	57410	MIS	2,640.00	2,640.00	ZOOM Small & Medium Businesses Plan for 10 Licenses	Up to 300 participants. Unlimited group meetings. 30 hours maximum meeting duration. 1GB recording cloud storage and transcripts. Dial -in ability. Screen sharing. Host controls. AES-256 encryption. Streaming. Admin portal.  Price Increased 10% \$21.99 * 10 Users/Month
10112151	57410	MIS	480.00	480.00	Jamf iPad Mobile Device Management	This software provides update, patching, and security services for iPads deployed throughout town.  \$4/device/month First 3 free.  3x GFFC 1x WPCA 1x Food Pantry 7x Public Works
10112151	57410	MIS	480.00	480.00	Owl Meeting HQ Subscription	This is for the Base unit for the two Meeting Owls in the Annex.  \$240/yr/unit
10112151	57410	MIS	3,386.00	3,386.00	Veeam Backup and Replication Software Yearly Maintenance	This is for updates and support for our backup software.
10112151	57410	MIS	9,900.00	9,900.00	Crowd Strike EDR Software	This is our Anti-virus software provided through the MS-ISAC.  We need this for compliance with our Cyber Security Policy.  5.50/User/Month
10112151	57410	MIS	11,700.00	11,700.00	Mimecast - (Email Filtering/Anti Spam/Cyber Security Training)	Perimeter protection to safeguard against targeted email threats. Security awareness training for employees and threat remediation to protect inside the organization. Improve resilience with email continuity, recovery and archiving.  This would Improve our Mail software to help prevent phishing Attempts and Hacks/Viri.  150 Users/ \$78
10112151	57410	MIS	-	-	Mimecast Basic Support - technical support	1Yr of Tech Support for Mimecast Security.
10112151	57410	MIS	1,000.00	1,000.00	Mimecast - Professional Services Guided Implementation - implementation	Setup of Mimecast Services



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0157

**Agenda Date:** 3/14/2024

**Agenda #:**

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## REPORT

**Fiscal Year 2024/2025 Budget Work Session:**

1:45 p.m. Capital Improvement Plan (CIP)

TOWN OF LEDYARD  
 FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
 CAPITAL IMPROVEMENT PLAN SUMMARY

Department	Account Name	Project Description	2024 Approp	Current Account Balance	FY2025 REQUESTS			LoCIP	Town Aid Road Grant	Source of Non-Tax Funding			Total	
					Dept Request	Mayor	Tax Levy			Municipal Aid Grant	Convey-ance	BOE CNR		Other
<b>General Government</b>														
Town Council	New Equipment	Laptop Reserve Fund	-	3,058	1,500	1,500	1,500	-	-	-	-	-	1,500	
Historic Districts	Bldg Maintenance	Sawmill Siding	10,000	35,198	10,000	10,000	10,000	-	-	-	-	-	10,000	
Finance	None	None at this time	-	-	-	-	-	-	-	-	-	-	-	
Assessor	Revaluation	Revaluation Reserve	30,000	126,554	30,000	30,000	30,000	-	-	-	-	-	30,000	
MIS	Equip Replacement	Technology Upgrades	40,000	7,326	70,000	70,000	70,000	-	-	-	-	-	70,000	
Planning		None at this time	-	-	-	-	-	-	-	-	-	-	-	
<b>Public Safety</b>														
Police	Vehicle	Police Vehicles	94,343	32,458	114,055	114,055	114,055	-	-	-	-	-	114,055	
Police		CALEA Accreditation	1,000	813	13,850	13,850	13,850	-	-	-	-	-	13,850	
Police		Psychological Exam Reserve	1,250	875	1,375	1,375	1,375	-	-	-	-	-	1,375	
Police		Office Chairs - New Equipment	-	-	12,904	12,904	12,904	-	-	-	-	-	12,904	
Police		In Car Video	-	9,902	1,800	1,800	1,800	-	-	-	-	-	1,800	
Police		Body Worn Cameras	7,050	7,469	7,050	7,050	7,050	-	-	-	-	-	7,050	
Dispatch	New Equipment	See CIP Backup, Lines 25-26	16,700	25,780	98,500	98,500	98,500	-	-	-	-	-	98,500	
ACO	New Equipment	ACO Vehicle Reserve Fund	2,000	1,828	2,000	2,000	2,000	-	-	-	-	-	2,000	
Ledyard Fire	New Equipment	See CIP Backup, Lines 29-32	28,000	74,999	56,000	56,000	56,000	-	-	-	-	-	56,000	
Ledyard Fire	Protective Clothing	Fire Fighter Personal Protective Equip.	10,000	10,763	10,000	10,000	10,000	-	-	-	-	-	10,000	
Gales Ferry Fire	New Equipment	See CIP Backup, Lines 35-42	52,000	159,617	52,000	44,000	44,000	-	-	-	-	-	44,000	
Gales Ferry Fire	Vehicle	Protective Clothing	13,000	7,228	13,000	13,000	13,000	-	-	-	-	-	13,000	
Admin Emerg Serv	New Equipment	AED Reserve	7,000	45,470	7,500	7,500	7,500	-	-	-	-	-	7,500	
Admin Emerg Serv	Fire Apparatus	Fire Apparatus Replacement	342,030	1,073,577	362,552	362,552	362,552	-	-	-	-	-	362,552	
<b>Public Works</b>														
PW	Heavy Equipment	Heavy Equipment	85,000	176	85,000	85,000	40,000	-	-	-	45,000	-	85,000	
PW	Large Trucks	Large Trucks	175,000	11,737	175,000	175,000	175,000	-	-	-	-	-	175,000	
PW	Small Trucks	Small Trucks	29,000	46,210	40,000	40,000	40,000	-	-	-	-	-	40,000	
PW	Light Equipment	Light Equipment	15,000	13,095	16,000	16,000	16,000	-	-	-	-	-	16,000	
PW	Light Equipment	Pooled Vehicles	5,000	55,543	10,000	10,000	10,000	-	-	-	-	-	10,000	
PW	Road Restoration	Road Restoration	982,000	42,614	1,115,000	1,000,000	255,659	175,367	147,889	421,085	-	-	1,000,000	
PW	Road Maintenance	Road Maintenance	147,889	98,820	147,889	147,889	-	-	147,889	-	-	-	147,889	
PW	Building Reserve Fund	Municipal Building Reserve Fund	150,000	247,060	100,000	90,000	90,000	-	-	-	-	-	90,000	
PW	Sandy Hollow Guiderail	Sandy Hollow Road Guiderail	-	-	335,857	335,857	-	-	-	-	-	-	335,857	
PW	Lantern Hill Road Bridge	Colonel Ledyard Multi-Use Pathway	-	-	2,540,000	2,540,000	-	-	-	-	-	2,540,000	2,540,000	
PW	Building Reserve Fund	Whitford Brook Watershed Infrastructure	-	-	1,800,000	1,800,000	-	-	-	-	-	1,800,000	1,800,000	
<b>Library</b>														
Library		Technology Upgrades	-	-	4,000	4,000	4,000	-	-	-	-	-	-	
<b>Parks &amp; Recreation</b>														
PR	Site Improvements	See CIP Backup, Lines 63-66	169,250	338,780	133,892	133,892	-	-	-	-	133,892	-	133,892	
<b>Schools</b>														
Bondable		See CIP Backup, Lines 72-81	-	-	-	-	-	-	-	-	-	-	*	
Capital / CNR		See CIP Backup, Lines 83-113	-	-	1,232,640	492,640	275,253	-	-	-	217,387	-	492,640	
Operating		See CIP Backup, Lines 100-108	-	-	149,500	149,500	-	-	-	-	-	149,500	***	
					8,748,864	7,875,864	1,761,998	175,367	295,778	421,085	178,892	217,387	4,825,357	7,871,864

\* Bond  
 \*\* Gen Fd Carryover  
 \*\*\* BOE Operating Budget

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
EXPENDITURE DETAIL

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	2021	2022	2023	2024				2025						
			ACTUAL	ACTUAL	ACTUAL	ADOPTED	REVISED	YTD-2/26/24	% of REVISED	DEPT PROPOSED	Diff vs FY24 Revised	% Chg Revised	MAYOR PROPOSED	Diff vs FY24 Revised	% Chge Revised	
<b>LIBRARY</b>																
	10150101	51160	CUSTODIAN SALARIES	23,029.64	23,741.56	24,806.65	25,303	25,303	15,570		26,061	758	3.0%	26,061	758	3.0%
	10150101	51600	DEPARTMENT HEAD WAGES	77,951.28	82,178.03	78,949.94	80,628	80,628	49,891		83,037	2,409	3.0%	83,037	2,409	3.0%
	10150101	51610	SUPERVISORS	156,913.84	152,771.29	149,358.20	169,167	169,167	95,155		176,884	7,717	4.6%	176,884	7,717	4.6%
	10150101	51615	ASSISTANT WAGES	100,972.90	106,087.99	111,141.08	122,283	122,283	73,347		134,207	11,924	9.8%	126,000	3,717	3.0%
	10150101	51800	PART-TIME WAGES	49,360.04	54,024.10	54,906.74	79,428	79,428	37,977		91,008	11,580	14.6%	81,008	1,580	2.0%
	10150101	53700	CONTRACT MAINTENANCE/LEASES	2,487.02	2,606.98	5,179.41	2,060	2,060	739		2,207	147	7.1%	5,249	3,189	154.8%
	10150101	54310	EQUIPMENT MAINTENANCE	-	-	-	1,000	1,106	1,096		1,800	694	62.7%	1,800	694	62.7%
	10150101	55330	TELEPHONE & FAX SERVICE	2,758.72	3,535.91	3,647.26	4,200	4,200	1,028		4,200	-	0.0%	4,200	-	0.0%
	10150101	56100	OPERATING EXPENSES	12,071.85	11,776.45	18,084.16	10,500	10,500	4,144		21,262	10,762	102.5%	16,013	5,513	52.5%
	10150101	56140	LION REG NETWORK	42,023.33	41,651.65	42,726.60	52,239	52,133	25,288		51,989	(144)	-0.3%	51,989	(144)	-0.3%
	10150101	56420	LIBRARY BOOKS	51,371.81	50,258.71	54,399.06	50,000	50,000	34,469		57,000	7,000	14.0%	53,350	3,350	6.7%
				518,940.43	528,632.67	543,199.10	596,808	596,808	338,704	56.75%	649,655	52,847	8.9%	625,591	28,783	4.8%
<b>PARKS AND RECREATION</b>																
	10160101	51600	DEPARTMENT HEAD WAGES	67,741.62	77,023.87	79,973.94	81,669	81,669	50,531		84,119	2,450	3.0%	84,119	2,450	3.0%
	10160101	51610	SUPERVISORS	52,592.76	54,105.57	58,230.88	58,198	58,198	22,779		56,978	(1,220)	-2.1%	56,978	(1,220)	-2.1%
	10160101	51615	ASSISTANT WAGES	66,305.15	78,064.07	69,200.32	82,667	121,172	69,877		124,817	3,645	3.0%	124,817	3,645	3.0%
	10160101	51700	ADMINISTRATIVE WAGES	-	-	-	-	12,878	13,573		12,878	-	0.0%	12,878	-	0.0%
	10160101	51710	PLAYGROUND & CUSTODIAN	1,893.00	3,597.59	16,328.08	10,000	10,000	-		17,300	7,300	73.0%	17,300	7,300	73.0%
	10160101	51800	PART-TIME WAGES	-	-	-	-	42,000	26,738		46,601	4,601	11.0%	33,000	(9,000)	-21.4%
	10160101	53303	COMM CTR UTILITIES	-	-	-	-	13,993	2,550		14,353	360	2.6%	14,353	360	2.6%
	10160101	53658	REGIONAL SENIOR WEBSITE	-	-	-	-	3,600	3,600		3,600	-	0.0%	-	-	0.0%
	10160101	53700	CONTRACT MAINTENANCE/LEASES	161,461.44	161,461.96	161,461.96	161,462	161,462	109,167		161,462	-	0.0%	161,462	-	0.0%
	10160101	54300	REPAIRS & MAINTENANCE	23,495.22	29,531.27	29,936.31	32,604	32,604	18,559		39,137	6,533	20.0%	39,137	6,533	20.0%
	10160101	54310	EQUIPMENT MAINTENANCE	-	-	-	-	2,455	2,493		2,455	-	0.0%	2,455	-	0.0%
	10160101	56100	OPERATING EXPENSES	18,889.54	22,039.14	18,898.48	24,916	28,256	10,146		30,635	2,379	8.4%	30,635	2,379	8.4%
	10160101	56220	ELECTRICITY	21,754.34	33,809.48	36,587.75	38,290	28,255	28,956		36,750	8,495	30.1%	36,750	8,495	30.1%
				414,133.07	459,632.95	470,617.72	489,806	596,542	358,969	60.17%	631,085	34,543	5.8%	617,484	20,942	3.5%
<b>BOE EXPENDITURES</b>																
	10170101	58790	BOARD OF ED EXPENSES	-	-	-	35,908,368	35,908,368	22,270,455		38,054,073	2,145,705	6.0%	38,054,073	2,145,705	5.98%
				-	-	-	35,908,368	35,908,368	22,270,455		38,054,073	2,145,705	6.0%	38,054,073	2,145,705	5.98%
<b>DEBT SERVICE</b>																
	10180101	58810	GEN OBLIGATION BOND PRINCIPAL	2,456,443.11	2,461,443.10	2,602,337.22	2,587,337	2,587,337	1,210,000		2,361,519	(225,818)	-8.7%	2,361,519	(225,818)	-8.7%
	10180101	58811	GEN OBLIGATION BOND INTEREST	1,207,113.48	1,161,096.11	1,231,494.44	1,126,378	1,126,378	304,708		1,019,181	(107,197)	-9.5%	1,019,181	(107,197)	-9.5%
	10180101	58820	CWF/DWSRF LOAN PRINCIPAL	80,964.16	89,498.68	77,295.97	85,967	85,967	21,366		87,702	1,735	2.0%	87,702	1,735	2.0%
	10180101	58821	CWF/DWSRF LOAN INTEREST	17,006.12	16,635.79	12,510.12	12,004	12,004	3,126		10,269	(1,735)	-14.5%	10,269	(1,735)	-14.5%
	10180101	58823	DEBT TRANSFER TO WPCA	-	-	550,969.74	542,164	542,164	-		426,359	(115,805)	-21.4%	426,359	(115,805)	-21.4%
	10180101	58830	PROJECTS IN PROGRESS	11,121.07	24,625.00	1,625.00	50,000	50,000	-		50,000	-	0.0%	50,000	-	0.0%
				3,772,647.94	3,753,298.68	4,476,232.49	4,403,850	4,403,850	1,539,200	34.95%	3,955,030	(448,820)	-10.2%	3,955,030	(448,820)	-10.2%
<b>CONTRIBUTION TO CNR</b>																
	10185101	58790	CONTRIBUTION TO CAPITAL	-	1,257,882.00	1,150,285.00	1,653,735	1,653,735	-		-	(1,653,735)	-100.0%	1,761,998	108,263	6.5%
				-	1,257,882.00	1,150,285.00	1,653,735	1,653,735	-	0.00%	-	(1,653,735)	-100.0%	1,761,998	108,263	6.5%
<b>TRANSFERRED FUNDS</b>																
	10188210	59300	TRANSFERRED FUNDS	1,917,929.02	1,415,954.17	664,059.55	-	-	-		-	-	-	-	-	-
				1,917,929.02	1,415,954.17	664,059.55	-	-	-		-	-	-	-	-	-
<b>TOTAL GENERAL GOVERNMENT</b>																
				26,332,793.40	27,971,453.97	28,804,854.73	28,632,572	28,636,772	14,747,626	0.00%	28,069,389	(567,383)	-2.0%	29,028,075	391,303	1.4%
<b>TOTAL BOARD OF EDUCATION</b>																
				-	-	-	35,908,368	35,908,368	22,270,455	62.02%	38,054,073	2,145,705	6.0%	38,054,073	2,145,705	6.0%
<b>TOTAL EXPENDITURES</b>																
				26,332,793.40	27,971,453.97	28,804,854.73	64,540,940	64,545,140	37,018,081	57.35%	66,123,462	1,578,322	2.4%	67,082,148	2,537,008	3.9%

TOWN OF LEDYARD  
 FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
 DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10185101	58790	CNR	-	1,761,998.00	Taxpayer contribution to Capital Improvement Program. See CIP section of budget for detail.	
			66,123,462.00	67,082,148.00		

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
EXPENDITURE DETAIL

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	2021	2022	2023	2024				2025						
			ACTUAL	ACTUAL	ACTUAL	ADOPTED	REVISED	YTD-2/26/24	% of REVISED	DEPT PROPOSED	Diff vs FY24 Revised	% Chg Revised	MAYOR PROPOSED	Diff vs FY24 Revised	% Chge Revised	
<b>LIBRARY</b>																
	10150101	51160	CUSTODIAN SALARIES	23,029.64	23,741.56	24,806.65	25,303	25,303	15,570		26,061	758	3.0%	26,061	758	3.0%
	10150101	51600	DEPARTMENT HEAD WAGES	77,951.28	82,178.03	78,949.94	80,628	80,628	49,891		83,037	2,409	3.0%	83,037	2,409	3.0%
	10150101	51610	SUPERVISORS	156,913.84	152,771.29	149,358.20	169,167	169,167	95,155		176,884	7,717	4.6%	176,884	7,717	4.6%
	10150101	51615	ASSISTANT WAGES	100,972.90	106,087.99	111,141.08	122,283	122,283	73,347		134,207	11,924	9.8%	126,000	3,717	3.0%
	10150101	51800	PART-TIME WAGES	49,360.04	54,024.10	54,906.74	79,428	79,428	37,977		91,008	11,580	14.6%	81,008	1,580	2.0%
	10150101	53700	CONTRACT MAINTENANCE/LEASES	2,487.02	2,606.98	5,179.41	2,060	2,060	739		2,207	147	7.1%	5,249	3,189	154.8%
	10150101	54310	EQUIPMENT MAINTENANCE	-	-	-	1,000	1,106	1,096		1,800	694	62.7%	1,800	694	62.7%
	10150101	55330	TELEPHONE & FAX SERVICE	2,758.72	3,535.91	3,647.26	4,200	4,200	1,028		4,200	-	0.0%	4,200	-	0.0%
	10150101	56100	OPERATING EXPENSES	12,071.85	11,776.45	18,084.16	10,500	10,500	4,144		21,262	10,762	102.5%	16,013	5,513	52.5%
	10150101	56140	LION REG NETWORK	42,023.33	41,651.65	42,726.60	52,239	52,133	25,288		51,989	(144)	-0.3%	51,989	(144)	-0.3%
	10150101	56420	LIBRARY BOOKS	51,371.81	50,258.71	54,399.06	50,000	50,000	34,469		57,000	7,000	14.0%	53,350	3,350	6.7%
				518,940.43	528,632.67	543,199.10	596,808	596,808	338,704	56.75%	649,655	52,847	8.9%	625,591	28,783	4.8%
<b>PARKS AND RECREATION</b>																
	10160101	51600	DEPARTMENT HEAD WAGES	67,741.62	77,023.87	79,973.94	81,669	81,669	50,531		84,119	2,450	3.0%	84,119	2,450	3.0%
	10160101	51610	SUPERVISORS	52,592.76	54,105.57	58,230.88	58,198	58,198	22,779		56,978	(1,220)	-2.1%	56,978	(1,220)	-2.1%
	10160101	51615	ASSISTANT WAGES	66,305.15	78,064.07	69,200.32	82,667	121,172	69,877		124,817	3,645	3.0%	124,817	3,645	3.0%
	10160101	51700	ADMINISTRATIVE WAGES	-	-	-	-	12,878	13,573		12,878	-	0.0%	12,878	-	0.0%
	10160101	51710	PLAYGROUND & CUSTODIAN	1,893.00	3,597.59	16,328.08	10,000	10,000	-		17,300	7,300	73.0%	17,300	7,300	73.0%
	10160101	51800	PART-TIME WAGES	-	-	-	-	42,000	26,738		46,601	4,601	11.0%	33,000	(9,000)	-21.4%
	10160101	53303	COMM CTR UTILITIES	-	-	-	-	13,993	2,550		14,353	360	2.6%	14,353	360	2.6%
	10160101	53658	REGIONAL SENIOR WEBSITE	-	-	-	-	3,600	3,600		3,600	-	0.0%	-	-	0.0%
	10160101	53700	CONTRACT MAINTENANCE/LEASES	161,461.44	161,461.96	161,461.96	161,462	161,462	109,167		161,462	-	0.0%	161,462	-	0.0%
	10160101	54300	REPAIRS & MAINTENANCE	23,495.22	29,531.27	29,936.31	32,604	32,604	18,559		39,137	6,533	20.0%	39,137	6,533	20.0%
	10160101	54310	EQUIPMENT MAINTENANCE	-	-	-	-	2,455	2,493		2,455	-	0.0%	2,455	-	0.0%
	10160101	56100	OPERATING EXPENSES	18,889.54	22,039.14	18,898.48	24,916	28,256	10,146		30,635	2,379	8.4%	30,635	2,379	8.4%
	10160101	56220	ELECTRICITY	21,754.34	33,809.48	36,587.75	38,290	28,255	28,956		36,750	8,495	30.1%	36,750	8,495	30.1%
				414,133.07	459,632.95	470,617.72	489,806	596,542	358,969	60.17%	631,085	34,543	5.8%	617,484	20,942	3.5%
<b>BOE EXPENDITURES</b>																
	10170101	58790	BOARD OF ED EXPENSES	-	-	-	35,908,368	35,908,368	22,270,455		38,054,073	2,145,705	6.0%	38,054,073	2,145,705	5.98%
				-	-	-	35,908,368	35,908,368	22,270,455		38,054,073	2,145,705	6.0%	38,054,073	2,145,705	5.98%
<b>DEBT SERVICE</b>																
	10180101	58810	GEN OBLIGATION BOND PRINCIPAL	2,456,443.11	2,461,443.10	2,602,337.22	2,587,337	2,587,337	1,210,000		2,361,519	(225,818)	-8.7%	2,361,519	(225,818)	-8.7%
	10180101	58811	GEN OBLIGATION BOND INTEREST	1,207,113.48	1,161,096.11	1,231,494.44	1,126,378	1,126,378	304,708		1,019,181	(107,197)	-9.5%	1,019,181	(107,197)	-9.5%
	10180101	58820	CWF/DWSRF LOAN PRINCIPAL	80,964.16	89,498.68	77,295.97	85,967	85,967	21,366		87,702	1,735	2.0%	87,702	1,735	2.0%
	10180101	58821	CWF/DWSRF LOAN INTEREST	17,006.12	16,635.79	12,510.12	12,004	12,004	3,126		10,269	(1,735)	-14.5%	10,269	(1,735)	-14.5%
	10180101	58823	DEBT TRANSFER TO WPCA	-	-	550,969.74	542,164	542,164	-		426,359	(115,805)	-21.4%	426,359	(115,805)	-21.4%
	10180101	58830	PROJECTS IN PROGRESS	11,121.07	24,625.00	1,625.00	50,000	50,000	-		50,000	-	0.0%	50,000	-	0.0%
				3,772,647.94	3,753,298.68	4,476,232.49	4,403,850	4,403,850	1,539,200	34.95%	3,955,030	(448,820)	-10.2%	3,955,030	(448,820)	-10.2%
<b>CONTRIBUTION TO CNR</b>																
	10185101	58790	CONTRIBUTION TO CAPITAL	-	1,257,882.00	1,150,285.00	1,653,735	1,653,735	-		-	(1,653,735)	-100.0%	1,761,998	108,263	6.5%
				-	1,257,882.00	1,150,285.00	1,653,735	1,653,735	-	0.00%	-	(1,653,735)	-100.0%	1,761,998	108,263	6.5%
<b>TRANSFERRED FUNDS</b>																
	10188210	59300	TRANSFERRED FUNDS	1,917,929.02	1,415,954.17	664,059.55	-	-	-		-	-	-	-	-	-
				1,917,929.02	1,415,954.17	664,059.55	-	-	-		-	-	-	-	-	-
<b>TOTAL GENERAL GOVERNMENT</b>																
				26,332,793.40	27,971,453.97	28,804,854.73	28,632,572	28,636,772	14,747,626	0.00%	28,069,389	(567,383)	-2.0%	29,028,075	391,303	1.4%
<b>TOTAL BOARD OF EDUCATION</b>																
				-	-	-	35,908,368	35,908,368	22,270,455	62.02%	38,054,073	2,145,705	6.0%	38,054,073	2,145,705	6.0%
<b>TOTAL EXPENDITURES</b>																
				26,332,793.40	27,971,453.97	28,804,854.73	64,540,940	64,545,140	37,018,081	57.35%	66,123,462	1,578,322	2.4%	67,082,148	2,537,008	3.9%

TOWN OF LEDYARD  
FISCAL YEAR 2025 MAYOR'S PROPOSED BUDGET  
DEPARTMENT NARRATIVES

ORG	OBJ	DEPT / LOCAT	DEPT AMT	MAYOR/SUP AMT	DESCRIPTION	JUSTIFICATION
10160101	51610	PARKS REC	56,978.00	56,978.00	Assistant P&R Director. Beginning step per CBA.	
10160101	51615	PARKS REC	124,817.00	124,817.00	P&R Office assistant, Park Maintainer, and Nutrition Site Supervisor. 3% increase for all three positions per CBA in addition to any step increases.	
10160101	51700	PARKS REC	12,878.00	12,878.00	Part time SR CTR receptionist	
10160101	51710	PARKS REC	17,300.00	17,300.00	Funds used to pay for weekend janitors for Youth Basketball, wrestling and indoor soccer.	BOE rate increased to \$66.98 per HR
10160101	51800	PARKS REC	46,601.00	33,000.00	Transportation provided by town-employed vehicle drivers to Seniors' medical and wellness appointments. Includes 1 FT and 1 Per Diem driver.	
10160101	53303	PARKS REC	14,353.00	14,353.00	Water, Gas, and Cable/Internet bills	
10160101	53658	PARKS REC	3,600.00	3,600.00	Monthly fee for the SECT Senior Center web site.	
10160101	53700	PARKS REC	161,462.00	161,462.00	Turf management, grass cutting and maintenance contracts for all parks, athletic facilities, the beach and old office.	
10160101	54300	PARKS REC	39,137.00	39,137.00	Said account is to maintain 7 play areas, one beach four major parks, 4 pavilions ,11 baseball ,6 softball, 9 soccer, 4 practice and one official football fields. three irrigation systems along with 4 facilities under the lights.	
10160101	54310	PARKS REC	2,455.00	2,455.00	Required for maintenance and repair for two handicapped-accessible vans, a station wagon, and sedan. Provides mobility to Seniors for medical appointments, grocery shopping, and banking. Required for purchase of tires and maintenance of specialty equipment such as hydraulics. Necessary for state mandated safety inspections, replacement parts and repairs.	
10160101	56100	PARKS REC	30,635.00	30,635.00	Account is used for supplies at various programs, office, playgrounds, first aid to all leagues along with support to 5 major town functions and three Southeastern CT Dualthlons and Triathlons. Summer staff training along with background checks.	
10160101	56220	PARKS REC	36,750.00	36,750.00	Pays for all athletic fields, parks, community center, and aerators at beach.	
10170101	58790	BOE EXPEND	38,054,073.00	38,054,073.00		
10180101	58810	DEBT SERV	2,361,519.00	2,361,519.00	General Obligation bond principal. See budget spreadsheet for individual bonds - may need to be updated for May '24 anticipated borrowings	
10180101	58811	DEBT SERV	1,019,181.00	1,019,181.00	General Obligation bond interest. See budget spreadsheet for detail - may need updating for anticipated May '24 borrowings.	
10180101	58820	DEBT SERV	87,702.00	87,702.00	Debt payments to State Drinking Water Fund for the 2010 issue.	
10180101	58821	DEBT SERV	10,269.00	10,269.00	Interest to State Drinking Water Fund for the 2010 issue.	
10180101	58823	DEBT SERV	426,359.00	426,359.00	Contribution to Water and Sewer funds to pay Clean Water and Drinking Water Funds loans, and General Obligation bonds.	
10180101	58830	DEBT SERV	50,000.00	50,000.00	To be used for costs associated with May '24 borrowings.	



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0158

**Agenda Date:** 3/14/2024

**Agenda #:**

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## REPORT

**Fiscal Year 2024/2025 Budget Work Session:**

2:15 p.m. Budget Work