Town Manager's Proposed
ANNUAL BUDGET

Special Revenue Funds

FISCAL YEAR
July 1, 2016- June 30, 2017

Special Revenue Funds

Description

This portion of the FY 2016 - 2017 budget reflects revenues and expenditures sources authorized by the legislative body to be used for a specific purpose. The accounts included in this section are:

1100 Town Capital Reserve Fund

1200 BOE Capital Reserve Fund

1600 Recreation Fund

3300 Berner Pool Fund

6200 Robertson Airport Fund

7100 Sewer Operating Fund

8100 Library Fund

8300 Senior Citizen Transportation Fund

Special Revenue Funds

Special Revenue Funds are used to account for all revenue and expenditure sources authorized by a legislative body to be used for a specific purpose. The annual operating budgets for the Special Revenue Fund types for which a budget is adopted, are prepared on a basis consistent with generally accepted accounting principles. A consolidated statement of revenues and expenditures for Special Revenue Funds is provided below.

	Actual FY 2015	Appropriated FY 2016	Estimated FY 2016	Proposed FY 2017
1100 Town Capital Reserve Fund				
Prior FY Fund Balance	$ 332,576	$ 608,436	$ 608,436	$ 444,225
Revenues	1,201,504	3,718,528	3,544,217	1,642,070
Expenditures	(925,644)	(3,708,428)	(3,708,428)	(1,642,070)
Fund Balance	608,436	618,536	444,225	444,225
1200 BOE Capital Reserve Fund				
Prior FY Fund Balance	258,909	328,675	328,675	271,902
Revenues	279,000	322,000	443,227	350,180
Expenditures	(209,234)	(322,000)	(500,000)	(350,180)
Fund Balance	328,675	328,675	271,902	271,902
1600 Recreation Fund				
Prior FY Fund Balance	114,901	83,858	83,858	52,594
Revenues	204,417	209,356	212,786	211,200
Expenditures	(235,460)	(244,050)	(244,050)	(250,490)
Fund Balance	83,858	49,164	52,594	13,304
3300 Berner Pool Fund				
Prior FY Fund Balance	161,222	159,002	159,002	149,277
Revenues	272	10,350	275	10,275
Expenditures	(2,492)	(67,559)	(10,000)	(10,000)
Fund Balance	159,002	101,793	149,277	149,552
6200 Robertson Airport Fund				
Prior FY Fund Balance	166,444	261,923	261,923	269,075
Revenues	183,262	178,821	195,436	199,228
Expenditures	(87,783)	(89,380)	(188,284)	(90,100)
Fund Balance	261,923	351,364	269,075	378,203
7100 Sewer Operating Fund				
Prior FY Fund Balance	2,171,371	2,196,279	2,196,279	2,084,958
Revenues	3,337,959	3,485,800	3,350,391	3,485,800
Expenditures	(3,313,051)	(3,486,266)	(3,461,712)	(3,519,701)
Fund Balance	$ 2,196,279	$ 2,195,813	$ 2,084,958	$ 2,051,057

	Actual FY 2015	Appropriated FY 2016	Estimated FY 2016	Proposed FY 2017
8100 Library Fund				
Prior FY Fund Balance	$ 850,735	$ 842,703	$ 853,203	$ 801,917
Revenues	713,599	750,151	732,549	732,092
Expenditures	(721,631)	(739,651)	(783,835)	(723,092)
Fund Balance	842,703	853,203	801,917	801,917
8300 Senior Citizen Trans. Fund				
Prior FY Fund Balance	41,970	47,206	47,206	38,089
Revenues	60,141	63,368	57,868	63,368
Expenditures	(54,905)	(55,524)	(66,985)	(55,557)
Fund Balance *	$ 47,206	$ 55,050	$ 38,089	$ 45,900

* Fund Balance consists of monies earmarked for Dial-A-Ride and will be used for a new vehicle or to fund services.

Detailed estimated revenue and appropriations (expenditures) by fund are presented following these pages.

840 – CAPITAL RESERVE FUND - TOWN

PROGRAM DESCRIPTION

Each year, the Town appropriates money to fund the operations of several funds outside the General Fund including the Capital/ Non-Recurring Funds of the Town Government and Board of Education.

The following chart details the expenditures that are budgeted for the Capital and Non-Recurring Fund for the Town Government.

Projects & Major Equipment	Department Request	Town Manager Recommended
Town Government Requests		
1. Finance Departments		
Assessor Revaluation – aggregate	$ 135,000	$ 150,000
2. Town Clerk Department		
Lower Vault Renovations & Improvements	50,000	-
3. Data Processing Department		
Upgrades & Equipment - aggregate	25,000	25,000
Municipal Fiber Network	124,500	124,500
4. Economic & Community Development Department		
10 Year Plan of Conservation & Development	19,000	-
5. Police Department		
Computer Aided Dispatch & Records – aggregate	15,000	-
Computer Replacement – aggregate	18,000	-
Patrol Cruisers Ford Interceptors – 2/3 – aggregate	84,000	61,000
Patrol Cruiser Outfitting – 2/3 – aggregate	30,750	20,500
Police Equipment – aggregate	7,500	-
Dispatch Communication Equipment (3rd of 5 annual lease payments) – aggregate	155,328	155,328
Animal Control Pickup/CAP	33,000	-
Defibrillator in Patrol Cruisers – 2 – aggregate	6,400	6,400
Video Cameras in Patrol Cruisers – 2 – aggregate	14,000	14,000
6. Fire Department		
Personal Protective Equipment – aggregate	20,000	10,000
Portable Programmable Radios – aggregate	5,000	-
Rescue Apparatus (4th of 5 annual lease payments)	103,418	103,418
SCBA Bottle Replacements – aggregate	10,000	10,000
Thermal Imaging Camera Replacements – aggregate	13,000	-
Diesel Powered Portable Lighting/Generator	8,500	8,500
Dispatch Communication Equipment (2nd of 3 annual lease payments) – aggregate	27,924	27,924
Hurst Tool Power Unit (Jaws of Life) - aggregate	10,500	-
7. Roadways Department		
5 Ton Dump Truck with Plow	62,500	62,500
Mack Computer Diagnostic Analyzer	5,000	5,000
JCB Loader/Backhoe	115,000	-

Projects & Major Equipment	Department Request	Town Manager Recommended
Town Government Requests *(Continued)*		
8. Buildings & Grounds Department		
4WD Pickup Truck #45	$ 25,000	$ -
4WD 1 Ton Pickup Truck with Plow #48	33,000	33,000
Boiler Replacements	15,000	-
Library Roof Repairs	90,000	-
Library Window Trim Repair and Paint	10,000	10,000
Middle School of Plainville (MSP) Diamond Upgrades	19,000	-
Norton Park Canal Dredging	10,000	-
Paderewski Park Activity Building Roof	10,000	-
Police Department AC Design	5,000	5,000
Video Recording in Council Chambers	13,973	-
Wall Monitor in Council Chambers	8,515	-
Audio Recording in Council Chambers	8,489	-
9. Technical Services Department		
Tomlinson Avenue Bridge	200,000	-
Study of Paderewski Park Pond	25,000	10,000
Roadway Sign Replacement Program	15,000	10,000
Sidewalk Construction – aggregate	200,000	-
Replacement of Survey Station Equipment	30,000	-
10. Human Services – Senior Center Department		
Dial-A-Ride Vehicle Match – aggregate	5,000	-
11. Civic & Cultural Services – Recreation Department		
Playground Improvements at Norton/Paderewski Parks	-	790,000
Playground Improvements at Paderewski Park	40,875	-
Total Gross Town Government Requests	**1,862,172**	**1,642,070**
Less: Use of Grant Funds	**-**	**(592,500)**
Less: Use of Capital Fund/Supplemental Appropriation	**-**	**(299,750)**
Total Net Town of Plainville Capital Requests	**$ 1,862,172**	**$ 749,820**

PROGRAM COMMENTARY

The department requests for the Capital budget totaled $1,862,172; the Town Manager reduced that request by $220,102 to $1,642,070 and further reduced that by using $592,500 of anticipated grant funds and $299,750 of capital fund balance/additional General Fund appropriation(s) to arrive at the General Fund budget contribution towards Capital improvements of **$749,820**.

Town of Plainville, Connecticut
Adopted Town Capital Fund Expenditure Budget Detail - Fiscal Year 2015 - 2016
As of January 25, 2016

		2014 - 2015	2015 - 2016			2016 - 2017				
		Actual		Spent To		Dept	Manager	Council	Council App Inc/(Dec)	
1100-840	Town Capital Fund	Expended	Budgeted	Date	Estimated	Request	Request	Approved	$	%
	Capital Outlay									
54670	CNR	$ 925,644	$ 3,708,428	$ 2,014,731	$ 3,708,428	$ 1,862,172	$ 1,642,070		$ (2,066,358)	-55.72%
	Total Capital Outlay	925,644	3,708,428	2,014,731	3,708,428	1,862,172	1,642,070	-	(2,066,358)	-55.72%
1100-840	**Total Town Capital Fund**	$ 925,644	$ 3,708,428	$ 2,014,731	$ 3,708,428	$ 1,862,172	$ 1,642,070	$ -	$ (2,066,358)	-55.72%

Town of Plainville, Connecticut
Adopted Town Capital Fund Revenue Budget Detail - Fiscal Year 2015 - 2016
As of January 25, 2016

		2014 - 2015	2015 - 2016			2016 - 2017		
		Actual		Received		Estimated	Increase/(Decrease)	
	Town Capital Fund Revenue	Received	Budgeted	Date	Estimated	Budget	$	%
	Licenses & Permits							
42140	Town Clerk CIP fees	$ 9,688	$ 10,000	$ 5,821	$ 10,000	$ 10,000	$ -	0.00%
	Total Licenses & Permits	9,688	10,000	5,821	10,000	10,000	-	0.00%
	Use of Money							
44110	Investment income	242	100	128	250	225	125	125.00%
	Total Use of Money	242	100	128	250	225	125	125.00%
	Intergovernmental Revenue							
45540	State of CT revenue	74	1,542,960	1,368,290	1,368,500	592,500	(950,460)	-61.60%
	Total Intergovernmental Revenue	74	1,542,960	1,368,290	1,368,500	592,500	(950,460)	-61.60%
	Other Revenues							
48299	Miscellaneous - other	-	266,109	266,108	266,108	-	(266,109)	-100.00%
	Total Other Revenues	-	266,109	266,108	266,108	-	(266,109)	-100.00%
	Sundry & Interfund Transfers In							
49101	Interfund transfer in - General Fund	1,050,500	578,000	1,754,859	1,899,359	749,820	171,820	29.73%
49104	Interfund transfer in - Debt Man Fund	120,000	-	-	-	-	-	0.00%
49116	Interfund transfer in - Recreation Fund	21,000	-	-	-	-	-	0.00%
	Total Sundry & Interfund Transfers In	1,191,500	578,000	1,754,859	1,899,359	749,820	171,820	29.73%
	Total Town Capital Fund Revenue	$ 1,201,504	$ 2,397,169	$ 3,395,206	$ 3,544,217	$ 1,352,545	$ (1,044,624)	-43.58%

840 – CAPITAL RESERVE FUND – BOARD OF EDUCATION

PROGRAM DESCRIPTION

Each year, the Town appropriates money to fund the operations of several funds outside the General Fund including the Capital/ Non-Recurring Funds of the Town Government and Board of Education.

The following chart details the expenditures that are budgeted for the Capital and Non-Recurring Fund for the Board of Education.

Projects & Major Equipment	Department Request	Town Manager Recommended
Board of Education Requests		
1. District Wide		
Phone System Upgrades	$ 70,000	$ 70,000
Landscaping Improvements - aggregate	15,000	-
Cleaning Equipment	15,000	15,000
2. Plainville High School (PHS)		
Repair & Replace Kitchen Floor	75,000	87,000
Parking Lot Replacement	345,000	153,180
Upgrade ADA Accessibility to Tennis Courts	25,000	25,000
Parking Lot Storm Drain Replacement	35,000	-
Total Gross Board of Education Requests	$ **580,000**	$ **350,180**

PROGRAM COMMENTARY

The department requests for the Capital budget totaled $580,000; the Town Manager and Town Council reduced that request by $229,820 to **$350,180**. This amount will be entirely contributed by the General Fund.

Town of Plainville, Connecticut
Adopted BOE Capital Fund Expenditure Budget Detail - Fiscal Year 2015 - 2016
As of January 25, 2016

		2014 - 2015	2015 - 2016			2016 - 2017				
		Actual		Spent To		Dept	Manager	Council	Council App Inc/(Dec)	
1200-840	BOE Capital Fund	Expended	Budgeted	Date	Estimated	Request	Request	Approved	$	%
	Capital Outlay									
54670	CNR	$ 209,234	$ 322,000	$ 466,014	$ 500,000	$ 580,000	$ 350,180		$ 28,180	8.75%
	Total Capital Outlay	209,234	322,000	466,014	500,000	580,000	350,180	-	28,180	8.75%
1200-840	**Total BOE Capital Fund**	$ 209,234	$ 322,000	$ 466,014	$ 500,000	$ 580,000	$ 350,180	$ -	$ 28,180	8.75%

Town of Plainville, Connecticut
Adopted BOE Capital Fund Revenue Budget Detail - Fiscal Year 2015 - 2016
As of January 25, 2016

		2014 - 2015	2015 - 2016			2016 - 2017		
		Actual		Received		Estimated	Increase/(Decrease)	
	BOE Capital Fund Revenue	Received	Budgeted	Date	Estimated	Budget	$	%
	Intergovernmental Revenue							
45540	State of CT revenue	$ -	$ -	$ 87,227	$ 87,227	$ -	$ -	0.00%
	Total Intergovernmental Revenue	-	-	87,227	87,227	-	-	0.00%
	Sundry & Interfund Transfers In							
49105	Interfund transfer in - Town General Fund	123,000	322,000	241,500	322,000	350,180	28,180	8.75%
49112	Interfund transfer in - BOE General Fund	156,000	-	34,000	34,000	-	-	0.00%
	Total Sundry & Interfund Transfers In	279,000	322,000	275,500	356,000	350,180	28,180	8.75%
	Total BOE Capital Fund Revenue	$ 279,000	$ 322,000	$ 362,727	$ 443,227	$ 350,180	$ 28,180	8.75%

515 - RECREATION FUND

PROGRAM DESCRIPTION

Some programs provided by the Recreation Department are operated by fees obtained from a number of specialized programs. As a general rule, the philosophy of the Town is to defray all necessary costs through fees in adult programs as a first priority, and to charge fees for youth oriented programs only when other alternatives are not feasible. This philosophy takes into consideration that private sector fees would be much greater.

PROGRAM ACCOMPLISHMENTS FY 2016

- Refurbished interior areas of water slides at Berner Pool entrance.
- Improved pavilion and playground area at Paderewski Park.
- Continued good working relationship with High School Aquatic Program.
- Coordinated work that includes pruning, planting and general cleaning accomplished by Friends of Tomasso Nature Park.
- Worked in conjunction with the Plainville Public Library, the Rotary Club and the Pumpkin Fest Committee for the Annual Halloween Party held in Veterans Memorial Park with costume judging, a magician, refreshments and a parade through the center of town led by musicians from the Middle School of Plainville.
- Worked cooperatively with the Chamber of Commerce and the Plainville Fire Department to provide refreshments for the Annual Tree Lighting Ceremony.
- Attended and stayed informed about the CT Recreation & Parks Association's (CRPA) aquatic issues regarding the State as a whole.
- Trained and updated all recreation summer and winter aquatic camp staff in lifeguard training, water safety instruction, and CPR/AED & first aid.
- Replaced wading pool at Paderewski Park with Splash Pad.
- Refurbished lights on basketball court at Norton Park.
- Replaced diamond #2 with diamond #3 field as a secondary softball field at Norton Park.
- Developed new girls' softball facility at Trumbull Park.

PROGRAM OBJECTIVES FY 2017

- Improve playground area at Norton Park.
- Periodically revaluate programs offered and make changes when necessary.
- Continue to provide residents with the highest level of recreation programming.
- Continue to engage The Plainville Soccer Club, Little League and Midget Football in a close working relationship.
- Continue to train and update all recreation summer and winter aquatic camp staff in lifeguard training, water safety instruction and CPR/AED & first aid.

PERFORMANCE MEASURES

QUANTITATIVE	2015 Actual	2016 Estimated	2017 Projected
Fee Program Revenue	$120,131.00	$130,000.00	$130,000.00
Trip Revenue (New York, Boston, Skiing)	1,390.00	5,000.00	8,000.00
Number of fee programs	341	340	340
PERSONNEL			
Full-time Equivalents	2.5	2.5	2.5
Part-time Equivalents	Approx. 125	Approx. 125	Approx. 125

QUALITATIVE

The Recreation Department provides residents of Plainville a wide variety of social, cultural, educational and physical activities. Programs are offered both seasonally and year round, along with special events to allow many opportunities for the constructive use of one's leisure time.

BUDGET COMMENTARY

The Recreation Special Fund does not operate as a part of the General Fund but rather as a separate entity supported by fees charged for various recreation activities with the remaining needed funds coming from the General Fund shown in Department #840 Interfund Transfers Out. The Recreation Fund will continue to use their fees and fund balance to reduce the general funds appropriations to the Recreation Department budget.

51110 Full Time Salary: 30% of the full-time salary of the Assistant Director/Aquatic Supervisors is funded here with 70% funded in the General Fund Recreation Department #510.

51120 Part-Time Salary: This account reflects the salaries for the employment of approximately 125 part-time recreation staff members who conduct numerous programs offered throughout the year. Funds are included to cover the increase in the minimum wage that was effective January 1, 2016.

51140 Overtime: For the lifeguards that take care of maintaining the pool which results at times in overtime.

52330 Operating Supplies: The majority of money is budgeted for recreation sponsored Athletic Leagues and for Operating the Summer Day Camp Programs.

52435 Other Contractual: The trip expenses (revenue neutral) and planned concert series.

Town of Plainville, Connecticut
Adopted Recreation Fund Expenditure Budget Detail - Fiscal Year 2016 - 2017
As of January 25, 2016

		2014 - 2015	2015 - 2016			2016 - 2017				
		Actual		Spent To		Dept	Manager	Council	Council App Inc/(Dec)	
1600-515	Recreation Fund	Expended	Budgeted	Date	Estimated	Request	Request	Approved	$	%
	Personnel									
51110	Full-time salary	$ 12,979	$ 13,425	$ 7,192	$ 13,425	$ 13,765	$ 13,765		$ 340	2.53%
51120	Part-time salary	172,430	194,155	124,365	194,155	199,205	199,205		5,050	2.60%
51140	Overtime	1,594	1,900	1,728	1,900	2,250	2,250		350	18.42%
	Total Personnel	187,003	209,480	133,285	209,480	215,220	215,220	-	5,740	2.74%
	Supplies									
52330	Operating supplies	18,306	20,930	12,509	20,930	21,630	21,630		700	3.34%
	Total Supplies	18,306	20,930	12,509	20,930	21,630	21,630	-	700	3.34%
	Other Services & Charges									
52435	Other contractual	9,151	13,640	2,837	13,640	13,640	13,640		-	0.00%
	Total Other Serv & Charges	9,151	13,640	2,837	13,640	13,640	13,640	-	-	0.00%
	Interfund Transfers - Capital Funds									
55511	Xfer out - Town cap fund	21,000	-	-	-	-	-	-	-	0.00%
	Total Xfers Out	21,000	-	-	-	-	-	-	-	0.00%
1600-515	**Total Recreation Fund**	$ 235,460	$ 244,050	$ 148,631	$ 244,050	$ 250,490	$ 250,490	$ -	$ 6,440	2.64%

Town of Plainville, Connecticut
Adopted Recreation Fund Revenue Budget Detail - Fiscal Year 2016 - 2017
As of January 25, 2016

		2014 - 2015	2015 - 2016			2016 - 2017		
		Actual		Received		Estimated	Increase/(Decrease)	
	Recreation Fund Revenue	Received	Budgeted	Date	Estimated	Budget	$	%
	Use of Money							
44110	Investment income	$ 162	$ 200	$ 56	$ 150	$ 200	$ -	0.00%
	Total Use of Money	162	200	56	150	200	-	0.00%
	Program Revenue							
46702	Picnic permits	3,550	3,580	1,925	3,580	3,580	-	0.00%
46705	Summer programs	52,684	53,480	12,517	53,480	53,480	-	0.00%
46706	Fall programs	16,984	15,820	19,569	19,569	15,820	-	0.00%
46707	Winter programs	14,611	15,050	1,706	15,050	15,050	-	0.00%
46711	Pool ID fees	6,215	4,725	3,579	4,725	4,725	-	0.00%
46712	Pool renewal fees	10,004	11,270	2,266	11,270	11,270	-	0.00%
46713	Pool pass fees	12,956	16,075	16,012	18,000	16,075	-	0.00%
46728	Trip fees	1,390	-	-	-	-	-	0.00%
	Total Program Revenue	118,394	120,000	57,574	125,674	120,000	-	0.00%
	Other Revenues							
48101	Refunds	(2,537)	-	(1,659)	(1,659)	-	-	0.00%
48220	Other - donations	201	1,000	100	100	1,000	-	0.00%
48299	Other - miscellaneous	41	-	365	365	-	-	0.00%
	Total Other Revenues	(2,295)	1,000	(1,194)	(1,194)	1,000	-	0.00%
	Sundry & Interfund Transfers In							
49101	Interfund transfer in - General Fund	88,156	88,156	66,117	88,156	90,000	1,844	2.09%
	Total Sundry & Interfund Transfers In	88,156	88,156	66,117	88,156	90,000	1,844	2.09%
	Total Recreation Fund Revenue	$ 204,417	$ 209,356	$ 122,553	$ 212,786	$ 211,200	$ 1,844	0.88%

512 – RECREATION - BERNER POOL FUND

PROGRAM DESCRIPTION

In Fiscal Year 1995-96 the long anticipated Berner Family Aquatic Facility opened in Norton Park. This facility was the first of its kind in Connecticut and offers 2 water slides, a "raindrop" fountain, a zero-depth entry tot pool, as well as leisure and lap pool areas. Positive feedback from the community and record attendance levels attest to the facility's success.

PROGRAM ACCOMPLISHMENTS FY 2015

- Attendance during the summer of 2015 was 21,350.
- Red Cross Learn to Swim had 704 participants.
- Refurbished interior area section of teen water slide at pool entrance.
- Automated external defibrillator installed.

PROGRAM OBJECTIVES FY 2016

- Continue to serve Plainville Residents outdoor aquatic needs.

PERFORMANCE MEASURES

QUANTITATIVE	FY 2015 Actual	FY 2016 Estimated	FY 2016 Projected
Berner Pool Attendance	21,350	24,000	24,000
PERSONNEL			
Part-time	21	21	21

QUALITATIVE

The Elizabeth A. Berner Pool provides residents of Plainville and their guests with a family aquatic center.

BUDGET COMMENTARY

The Berner Pool Fund does not operate as part of the General Fund but rather as a separate entity supported by interest earnings from investments or principal of the Berner Pool Trust Fund. These monies are used for the maintenance, repairs or modification of the pool and its amenities.

Town of Plainville, Connecticut
Adopted Berner Pool Fund Expenditure Budget Detail - Fiscal Year 2016 - 2017
As of January 25, 2016

		2014 - 2015	2015 - 2016			2016 - 2017				
		Actual		Spent To		Dept	Manager	Council	Council App Inc/(Dec)	
3300-512	Berner Pool Fund	Expended	Budgeted	Date	Estimated	Request	Request	Approved	$	%
	Supplies									
52340	Repair & maintenance	$ 2,492	$ 67,559	$ 654	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ (57,559)	-85.20%
	Total Supplies	2,492	67,559	654	10,000	10,000	10,000	10,000	(57,559)	-85.20%
3300-512	**Total Berner Pool Fund**	$ 2,492	$ 67,559	$ 654	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ (57,559)	-85.20%

Town of Plainville, Connecticut
Adopted Berner Pool Fund Revenue Budget Detail - Fiscal Year 2016 - 2017
As of January 25, 2016

		2014 - 2015	2015 - 2016			2016 - 2017		
		Actual		Received		Estimated	Increase/(Decrease)	
	Berner Pool Fund Revenue	Received	Budgeted	Date	Estimated	Budget	$	%
	Use of Money							
44110	Investment income	$ 272	$ 350	$ 104	$ 275	$ 275	$ (75)	-21.43%
	Total Use of Money	272	350	104	275	275	(75)	-21.43%
	Sundry & Interfund Transfers In							
49102	Use of fund balance	-	10,000	-	-	10,000	-	0.00%
	Total Sundry & Interfund Transfers In	-	10,000	-	-	10,000	-	0.00%
	Total Berner Pool Fund Revenue	$ 272	$ 10,350	$ 104	$ 275	$ 10,275	$ (75)	-0.72%

6200- ROBERTSON AIRPORT

PROGRAM DESCRIPTION

Established in 1911, Robertson Airport is Connecticut's oldest airfield. The Airport services small-engine commercial and private aircraft. Notably, Governor John H. Trumbull, a Plainville resident and aviation enthusiast, flew from the airport to gubernatorial appointments. The town purchased the airport for $7.7 million in December of 2009 from Tomasso Brothers, Inc. The purchase ensured the airport's continued operation amid the closure of similar airfields in Burlington and Madison. Interstate Aviation continues to run the operations of the airport, as they have since 1970.

The FAA requires any profit the town makes from the airport's operations to stay in a special fund that supports the facility, with the exception of a payment in lieu of taxes from the airport fund to the town. The airport has consistently run a surplus under town ownership. Revenue received from the rental of tie downs for planes and gasoline sales above 42,000 gallons is shared between Interstate Aviation and the town.

PROGRAM ACCOMPLISHMENTS FY 2009 - 2016

- Received Environmental Assessment and Obstruction Analysis Grant to determine if there are any trees/obstructions that are in the airspace near the Airport. The estimated cost of the analysis is $206,800. The FAA will pay for 90% of the project cost or $186,120.
- Received Airport Pavement Management Study Grant. This study is required by the FAA to determine the condition of the existing pavement at the airport. Cost of the Study is $101,500. The FAA will pay for 90% of the Study or $91,350. The State will pay for 7.5% of the Study or $7,612.50. The Airport Fund will pay for 2.5% of the Study or $2,537.50.
- In 2013, repaved a 3,600-foot runway at a cost of $2 million, provided by federal funds. The town contributed $50,000 towards the project.
- Completed the Tree removal for runway clearance in 2013.
- In 2012, replaced the roofing on multiple airport buildings.
- On an annual basis since 2012, the "Wings and Wheels" event has been planned to showcase the airport to the community.
- In 2011, a Centennial of First Flight Celebration was held.
- In 2009, the Airport was acquired by the town from Tomasso Brothers, Inc.

PROGRAM OBJECTIVES FY 2017

- Install a new GPS system that will allow pilots to navigate to the airport via computer technology.
- Make basic repairs and upgrades to the taxiway and apron.
- Begin FM radio broadcast of flight control communications in conjunction with the Boy Scouts initiative.

Town of Plainville, Connecticut
Adopted Robertson Airport Fund Expenditure Budget Detail - Fiscal Year 2016 - 2017
As of January 25, 2016

		2014 - 2015	2015 - 2016			2016 - 2017				
		Actual		Spent To		Dept	Manager	Council	Council App Inc/(Dec)	
6200-000	Robertson Airport	Expended	Budgeted	Date	Estimated	Request	Request	Approved	$	%
	Operational Costs									
	Personnel									
51120	Part-time salary	$ 337	$ 1,500	$ 128	$ 1,000	$ 1,500	$ 1,500		$ -	0.00%
	Total Personnel	337	1,500	128	1,000	1,500	1,500	-	-	0.00%
	Other Services & Charges									
52475	Building maint	8,600	7,500	4,015	7,500	7,500	7,500		-	0.00%
	Total Other Serv & Charges	8,600	7,500	4,015	7,500	7,500	7,500	-	-	0.00%
	Insurance									
52497	Risk insurance	3,279	3,280	3,279	3,279	4,000	4,000		720	21.95%
	Total Insurance	3,279	3,280	3,279	3,279	4,000	4,000	-	720	21.95%
	Energy & Utility									
53510	Electricity	1,502	1,600	764	1,600	1,600	1,600		-	0.00%
53550	Water & hydrant	1,542	1,500	645	1,500	1,500	1,500		-	0.00%
	Total Energy & Utility	3,044	3,100	1,409	3,100	3,100	3,100	-	-	0.00%
	Taxes									
54812	PILOT - Taxes	72,367	74,000	73,405	73,405	74,000	74,000		-	0.00%
	Total Taxes	72,367	74,000	73,405	73,405	74,000	74,000	-	-	0.00%
	Subtotal Operational Costs	87,627	89,380	82,236	88,284	90,100	90,100	-	720	0.81%
	Non-Operational Costs									
	Capital Outlay									
52435	Outside contract grant	156	-	39,560	100,000	-	-	-	-	0.00%
	Total Capital Outlay	156	-	39,560	100,000	-	-	-	-	0.00%
	Subtotal Non-Operational	156	-	39,560	100,000	-	-	-	-	0.00%
6200-000	**Total Robertson Airpt Fund**	$ 87,783	$ 89,380	$ 121,796	$ 188,284	$ 90,100	$ 90,100	$ -	$ 720	0.81%

Town of Plainville, Connecticut
Adopted Robertson Airport Fund Revenue Budget Detail - Fiscal Year 2016 - 2017
As of January 25, 2016

		2014 - 2015	2015 - 2016			2016 - 2017		
		Actual		Received		Estimated	Increase/(Decrease)	
	Robertson Airport Fund	Received	Budgeted	Date	Estimated	Budget	$	%
	Fines & Fees							
43150	Tie down fees	$ 1,983	$ 1,000	$ 1,897	$ 1,900	$ 1,500	$ 500	50.00%
43155	Brown House rent	1	-	-	-	-	-	0.00%
43160	Hanger #1 rent	54,613	48,000	31,463	63,713	64,500	16,500	34.38%
43185	Airport rent	120,508	123,821	61,634	123,823	127,228	3,407	2.75%
43190	Fuel commissions	6,157	6,000	5,749	6,000	6,000	-	0.00%
	Total Fines & Fees	183,262	178,821	100,743	195,436	199,228	20,407	11.41%
	Intergovernmental Revenue							
45540	State of CT grants	-	-	-	-	-	-	0.00%
45600	Federal grants	-	-	-	-	-	-	0.00%
	Total Intergovernmental Revenue	-	-	-	-	-	-	0.00%
	Total Robertson Airport Fund Revenue	$ 183,262	$ 178,821	$ 100,743	$ 195,436	$ 199,228	$ 20,407	11.41%

340 - WATER POLLUTION CONTROL FACILITY

PROGRAM DESCRIPTION

Water Pollution Control Facility (WPCF) is responsible for the operation and maintenance of the facility and the collection system. The WPCF is regulated by the State of CT Department of Environmental Protection and Region 1 EPA.

PROGRAM ACCOMPLISHMENTS FY 2016

- Rebuilt 10 Actuators which automatically control which valves open and close so the facility runs properly
- Continued to reduce the total amount of nitrogen entering the Pequabuck River.
- Retained the Engineering firm of Tighe & Bond to begin the next phase of our Phosphorus Upgrade.
- Continued with preventative maintenance system, utilizing the WPC camera system to specifically identify collection system problems.
- WPC oversaw and inspected 21 new connections, up from 13 last year, 4 disconnections, down from 7 last year, 62 camera jobs, up from 46 last year and treated 2400 feet of sanitary sewer for root control.
- Repaired 20 broken/clogged lateral pipes. Of the 20, 15 were the responsibility of the town to repair. The other 5 were repaired by the homeowner and inspected by the town for proper installation.
- Repaired 24 main line pipe issues
- Raised the frames and covers on 12 manholes which had fallen below grade. Since 2008 we have done this to 84 manhole covers.
- Continued program of cross training all employees in the operation and maintenance of our facility.
- Rewrote all job descriptions so all non-administrative functions performed at the facility are everyone's responsibility.
- Received and treated approximately 100 loads of septage from Plainville residents without access to sewers.
- Completed a Phosphorus study to determine the type of equipment we will need and the annual Operation and Maintenance costs.
- Replaced bearings on existing Rotating Drum Thickener (RDT). This unit will serve as a back-up once the phosphorus project is complete.
- Reduced our nitrogen output to a point where we will be selling credits instead of buying them.
- Re-negotiated sludge hauling and disposal contracts saving many thousands of dollars
- Installed Variable Frequency Drives on our mixer motors to alleviate initial turbulence which is believed to be breaking plastic air piping.
- Assumed ownership and responsibility for the Journey Road Pump station which serves the new Cancer Treatment Center.

PROGRAM OBJECTIVES FY 2017

- Continue Updating of the computerized maintenance program.
- Replace the 2 remaining influent valves and install new knifes valve to be able to isolate one of our SBR's
- Maintain a comprehensive spare parts inventory to ensure we only purchase what we need in the future.
- Continue reducing total nitrogen discharge to the Pequabuck River and keep Plainville to the point where it no longer needs to buy nitrogen credits but will continue to be selling them.
- Continue to evaluate Phosphorus removal technologies
- Evaluate and troubleshoot plant water system which has been having issues since we had our flood. It is expected that this will be showing up on our Capital Improvement Plan in the near future.
- Encourage and assist staff in achieving higher licenses allowing advancement within the Town of Plainville in the field of wastewater treatment.
- Continue the project of replacing our existing RDT with a new one sized for Phosphorus removal and located closer to our sludge tanks so we'll have less maintenance on cleaning pipes and will be able to utilize our old one as a back-up if needed.
- Continue Identifying key components with long lead times and arrange to have spares on the shelf and available should the need arise.
- Reduce overtime costs by focusing on preventative maintenance as opposed to reactive maintenance
- Continue and expand collection system preventative maintenance program.
- Identified 15 manholes to be raised and rehabilitated during FY17. This will help reduce the amount of inflow and infiltration entering our system.
- Continue our relationship with our industrial users and go over their discharge permits to make sure they understand what is expected of them as well as inspect the systems they currently have in place.
- Begin allowing our pumping stations to be monitored here at the facility.

PERFORMANCE MEASURES

QUANTITATIVE	2015 Actual	2016 Estimated	2017 Projected
Electricity	$299,568	$300,000	$315,000
Sludge Disposal	$138,509	$110,000	$110,000
Denitrification credits	($ 2,456.00)	$4,000	$4,000

- 2015 Sludge Disposal Actual costs includes 6 months of WTT = approx. $110,000
- In the first 6 months of 2016 we have spent approx. $50,000

PERSONNEL			
Full-time	8	8	8
Part-time	1	1	1

QUALITATIVE

The WPCF is designed to handle 3.8 MGD of wastewater. WPCF takes in wastewater from Plainville, a section of Farmington and several homes (Red Stone Hill area) from Bristol. Total nitrogen credits are calculated from January-December. Numbers for FY2016 are calculated with data from FY2015.

BUDGET COMMENTARY

51110 Full Time Salary: The Water Pollution Control consists of one Class IV Superintendent, two Operator III"s, one Operator II, two Operator I's, one Chemist, and one Office Assistant in the Revenue Collector's Office. There is also money budgeted for working out of class and step increases. 33% of the full time salary for the Director of Physical Services in Department 301 and 25% of the full time salary for the Director of Technical Services is charged to this Department. Meal, cell phone and uniform allowances are budgeted in this line item.
51120 Part Time Salary: A seasonal part timer is budgeted.
51140 Overtime: Includes funds for scheduled overtime operations, emergencies, stoppages, and snow removal.
52330 Operating Supplies: Supplies necessary for conducting WPCF operations, such as anti-freeze, tires and batteries, welding supplies, lab supplies, sludge conditioning polymers, postage, etc.
52340 Repair and Maintenance Supplies: Repairs for WPCF plant equipment, such as machine parts, pump seals, manhole covers, heating and AC repair parts, instrumentation and control components, and other parts as needed.
52401 Professional Development: CWPAA dues, NEWEA dues, subscriptions, annual meeting, seminar and trade show. CASHO dues & expenses and WEF Annual Conference.
52430 Recruitment & Training: Required training for plant operators. With new certification regulations, staff needs to be continually trained to meet current State regulations. OSHA training is required annually.
52435 Other Contractual Services: Funds for a variety of contractual services, including the audit, refuge removal, programming, collection system repairs, consulting and testing services. Nitrogen tracking costs associated with general permit and NPDES permit fees. The largest item is the sludge removal expense. Last year over 1.8 million gallons of sludge was processed.
52480 Equipment Maintenance and Repair: Repair of vehicles, office and lab equipment, machinery, turbines, facility maintenance, and boiler/secondary clarifier repairs. Replace RBC hearings, repair bar rack and grit screw
52491 General Liability: Covers accidents that may occur on Town property, insurance for the buildings and grounds against fire and/or other damages, vehicles, and excess liabilities.
52498 Workers Compensation: Premium paid to cover WPCF employees for injuries incurred on the job.
53510 Electricity: Electrical costs for WPCF Plant and pump stations.
53520 Natural Gas: Generators for pump stations at Northwest Drive, Shuttle Meadow Road and Woodford Avenue.
53530 Fuel Oil: #2 fuel for operation of equipment.
53540 Gasoline & Diesel: Includes funds for gasoline, propane gas, fuel for turbine generators and diesel fuel.
53550 Water & Hydrant: Flushing, pump station operations, and plant water supply.
53560 Telephone: Includes funding for telephone charges, beeper rentals, FAX, alarms at Northwest Drive, Shuttle Meadow Road, Ashford Road, Cooke Street, Cronk Road and Norton Park pump stations.
54630 Improvements: For repair of sewer lines from root intrusion and deterioration of black fiber pipe ($125,000); manhole cover replacements to address groundwater flow entering the system ($10,000); replacement of roof that leaks near electrical equipment ($50,000); replacement of influent valves and installation of isolation valves on SBR's 2 and 4 ($39,061).
54711 Debt - Principal: Funds are budgeted to pay the principal portion of the sewer plant upgrade bonds and CWF loans.
54712 Debt - Interest: Funds are budgeted to pay the interest portion of the sewer plant upgrade bonds and CWF loans.
55512 Interfund Transfers Out: Funds are budgeted to reimburse the General Fund for WPCF employee benefits and retirement.

Town of Plainville, Connecticut
Adopted WPCF Fund Expenditure Budget Detail - Fiscal Year 2016 - 2017
As of January 25, 2016

		2014 - 2015	2015 - 2016			2016 - 2017				
		Actual		Spent To		Dept	Manager	Council	Council App Inc/(Dec)	
7100-340	Water Pollution Control	Expended	Budgeted	Date	Estimated	Request	Request	Approved	$	%
	Operational Costs									
	Personnel									
51110	Full-time salary	$ 526,153	$ 569,000	$ 297,885	$ 569,000	$ 583,060	$ 584,265		$ 15,265	2.68%
51120	Part-time salary	3,000	4,000	1,040	4,000	6,720	6,720		2,720	68.00%
51140	Overtime - regular	41,494	31,000	18,872	31,000	41,820	41,820		10,820	34.90%
51140-2012	Overtime - snow	3,839	3,000	-	3,000	3,915	3,915		915	30.50%
	Total Personnel	574,486	607,000	317,797	607,000	635,515	636,720	-	29,720	4.90%
	Supplies									
52330	Operating supplies	38,373	57,500	41,392	5,750	57,500	57,500		-	0.00%
52340	Repair & maintenance	35,788	38,000	20,806	38,000	38,000	38,000		-	0.00%
	Total Supplies	74,161	95,500	62,198	43,750	95,500	95,500	-	-	0.00%
	Other Services & Charges									
52401	Professional development	2,470	3,200	3,270	3,200	3,200	3,200		-	0.00%
52430	Recruitment & training	1,418	3,000	223	3,000	3,000	3,000		-	0.00%
52435	Other contractual	354,144	373,590	385,765	400,000	333,590	333,590		(40,000)	-10.71%
52435-2014	Other contractual - Tech Par	100,000	-	-	-	-	-		-	0.00%
52480	Equip repair & maint	7,095	17,500	8,238	17,500	17,500	17,500		-	0.00%
	Total Other Serv & Charges	465,127	397,290	397,496	423,700	357,290	357,290	-	(40,000)	-10.07%
	Insurance									
52491	General liability	20,494	21,400	19,939	19,939	22,400	22,400	22,400	1,000	4.67%
52498	Workers' compensation	28,287	29,150	31,397	31,397	32,650	32,650	32,650	3,500	12.01%
	Total Insurance	48,781	50,550	51,336	51,336	55,050	55,050	55,050	4,500	8.90%
	Energy & Utility									
53510	Electricity	299,569	315,000	119,663	315,000	315,000	315,000		-	0.00%
53520	Natural gas	4,360	4,925	1,130	4,925	4,925	4,925		-	0.00%
53530	Fuel oil	28,959	30,000	10,020	30,000	34,300	34,300		4,300	14.33%
53540	Gasoline & diesel	10,520	16,260	3,760	16,260	12,966	12,966		(3,294)	-20.26%
53550	Water & hydrant	2,231	2,400	910	2,400	2,400	2,400		-	0.00%
53560	Telephone	5,648	12,500	2,379	12,500	10,500	10,500		(2,000)	-16.00%
	Total Energy & Utility	351,287	381,085	137,862	381,085	380,091	380,091	-	(994)	-0.26%
	Subtotal Operational Costs	1,513,842	1,531,425	966,689	1,506,871	1,523,446	1,524,651	55,050	(6,774)	-0.44%
	Non-Operational Costs									
	Capital Outlay									
54630	Improvements	75,000	224,061	-	224,061	259,000	259,000		34,939	15.59%
	Total Capital Outlay	75,000	224,061	-	224,061	259,000	259,000	-	34,939	15.59%
	Debt Service									
54711	Principal	1,043,744	1,065,702	572,271	1,065,702	1,085,900	1,085,900	1,085,900	20,198	1.90%
54712	Interest	374,795	350,238	181,022	350,238	327,440	327,440	327,440	(22,798)	-6.51%
	Total Debt Service	1,418,539	1,415,940	753,293	1,415,940	1,413,340	1,413,340	1,413,340	(2,600)	-0.18%
	Interfund Transfers									
55512	Xfer out - other funds	305,670	314,840	236,130	314,840	322,710	322,710	322,710	7,870	2.50%
	Total Interfund Transfers	305,670	314,840	236,130	314,840	322,710	322,710	322,710	7,870	2.50%
	Subtotal Non-Operational	1,799,209	1,954,841	989,423	1,954,841	1,995,050	1,995,050	1,736,050	40,209	2.06%
7100-340	**Total WPCF Fund**	**$ 3,313,051**	**$ 3,486,266**	**$ 1,956,112**	**$ 3,461,712**	**$ 3,518,496**	**$ 3,519,701**	**$ 1,791,100**	**$ 33,435**	**0.96%**

52435-2014 FY 2014 budgeted cost was for a one-time appropriation of $100,000 for the Technology Park Zone. This appropriation creates an inflated budget reduction for comparative purposes. Amount was paid during FY 2015.

Town of Plainville, Connecticut
Adopted WPCF Fund Revenue Budget Detail - Fiscal Year 2016 - 2017
As of January 25, 2016

		2014 - 2015	2015 - 2016			2016 - 2017		
		Actual		Received		Estimated	Increase/(Decrease)	
	WPCF Fund Revenue	Received	Budgeted	Date	Estimated	Budget	$	%
	Fines & Fees							
41060	Liens/Misc.	$ 17,815	$ 15,000	$ 9,132	$ 17,500	$ 15,000	$ -	0.00%
	Total Fines & Fees	17,815	15,000	9,132	17,500	15,000	-	0.00%
	Use of Money							
44110	Investment income	7,633	17,500	4,449	12,500	17,500	-	0.00%
44191	Interest - other	155,586	115,000	76,853	115,000	115,000	-	0.00%
	Total Use of Money	163,219	132,500	81,302	127,500	132,500	-	0.00%
	Program Revenue							
46651	Sewer fees - residential	3,030,086	3,250,000	3,119,993	3,119,993	3,250,000	-	0.00%
46652	Sewer fees - commercial	118,004	61,300	58,298	58,298	61,300	-	0.00%
46690	Connection fees	-	9,000	9,100	9,100	9,000	-	0.00%
	Total Program Revenue	3,148,090	3,320,300	3,187,391	3,187,391	3,320,300	-	0.00%
	Other Revenues							
48299	Other - miscellaneous	8,835	18,000	10,039	18,000	18,000	-	0.00%
	Total Other Revenues	8,835	18,000	10,039	18,000	18,000	-	0.00%
	Total WPCF Fund Revenue	$ 3,337,959	$ 3,485,800	$ 3,287,864	$ 3,350,391	$ 3,485,800	$ -	0.00%

520 - LIBRARY

PROGRAM DESCRIPTION

Programs of the Plainville Public Library are designed to meet the informational, cultural, and educational needs of the public. The Library's collection of books, magazines, CDs, and videos are available for loan at convenient times of the day for the public. The Library provides electronic databases and internet access. It participates in regional and state-wide inter library loan plans to provide specialized materials for more unusual requests. Reference service is available whenever the library is open. Programs to stimulate reading, thought and cultural interest for both children and adults are planned throughout the year. The library also provides research and information services to other town agencies and provides local residents with access to the collections at any public library in the state.

PROGRAM ACCOMPLISHMENTS FOR FY 2016

- Held photography class with funding provided by the Community Foundation of Greater New Britain.
- Improved e-book collection for family literacy with funds from the Community Foundation of Greater New Britain.
- Staff completed training for lockdown procedures and intruder situations.
- Hired new library director; Peter Chase retired November, 2015.
- Secured funding for acquisition of iPads for use in children's story hour and other projects.
- Reorganized children's area creating additional space for the collection.
- Barcoded magazine collection for circulation.
- Improved organization of entertainment DVD collection, making it easier for patrons to find materials.
- Implemented a new patron library card that includes keychain segments.
- Hosted meetings of Plainville service clubs to form alliances and partnerships.
- Created library logo for display and advertising purposes.
- Established and addressed library equipment needs (e.g., stacks for children's and adult collections, tops for picture book shelving, inserts for underneath the circulation desks, etc.).
- Held writing classes for children.

PROGRAM OBJECTIVES FOR FY 2017

- Amplify and strengthen staff skills through professional development, online seminars, and self-paced courses.
- Replace carpeting in the auditorium.
- Create a plan for the care and display of the library's collection of historical monographs and artifacts.
- Coordinate programs and collections supportive of the public school curriculum.
- Provide ADA-compliant furniture and workspaces for patrons.
- Begin a program of outreach services for any patrons unable to get to the library
- Improve the health and cultural education of Plainville with programs and collections in concert with partners.
- Establish a library café in partnership with the Friends of the Plainville Public Library.
- Create long range plan and update mission statement regarding provision and sustainment of services.
- Develop comprehensive procedural guidelines and manuals for library operations.
- Provide public charging station(s) for electronic devices.
- Redeploy the valuable quarto (oversized books) collections.
- Strengthen bonds with existing sister agencies and seek partnerships and alliances whenever possible.
- Establish individualized appointment slots for patrons to facilitate deep research needs; 1-on-1 time with librarians
- Inventory and plan for replacement of library furniture and computer equipment and peripherals.
- Economize continuing costs by taking advantage of enterprise printing.
- Enable public fax service

PERFORMANCE MEASURES

QUANITATIVE	2015 Actual	2016 Estimated	2017 Projected
Materials Borrowed	163,896	148,543	150,000
Reference Questions	9,960	7,600	8,000
Library Card Holders	7,342	7,500	7,600
Number of Programs	389	365	390
Book & AV Collection	102,007	104,000	105,000

PERSONNEL			
Full-time	7	7	7
Part-time	12	12	12

BUDGET COMMENTARY

This budget requests funding for the provision of identical levels of service to the present time. It includes 58 hours of opening through the week and Sunday afternoons from January through April. It has the same number of hours for full time and part time staff, and funding to buy slightly more new books. Employees are budgeted at a 2.5% raise, with the union employees at 2%.
The Library would utilize $19,682 from the existing fund surplus to accommodate this level of service, leaving the amount provided by the town at 90%. The subsidy from the town will be the same amount as last year - $659,050. The total decrease in the library budget would be 2.41%. Last year the library welcomed visitors over 127,000 times; patrons borrowed almost 164,000 items, and there were nearly 400 programs which served the cultural, educational, and recreational needs of residents.

51110 Full Time Salary: Included is the Library Director, the Assistant Director/Head of Adult Services, the Children's Librarian and four Technical Assistants. The decrease is due to the hiring of a new Director at a lower salary than the retired Director's salary.
51120 Part Time Salary: Twelve part-time assistants for the various sections of the Library are budgeted here.
51140 Overtime: Funds for NAGE employees who work the Saturday of a three day weekend and Sunday afternoon hours in the winter.
52330 Operating Supplies: Funds for postage, program supplies, forms, book jackets, building supplies, stationary (e.g., notepads, staplers, etc.) and miscellaneous clerical supplies.
52360 Books: Acquisition of books for circulation as well as noncirculating reference materials
52361 Periodical Subscriptions: These funds make available various hard-copy and electronic periodicals available to all.
52362 Non-print Media: These funds include DVD's, Compact Discs, and puzzles and toys for the Children's Room.
52363 Gifts: For items purchased with money from donations; this line is balanced by revenue from donations.
52401 Professional Development: These funds enable professional development for management and staff such as meetings, online and in-person seminars, and attendance at the state's library association meeting for staff and trustees.
52405 Mileage: To cover employee travel costs for attendance at local, state-wide, and regional trainings and meetings.
52435 Other Contractual Services: These funds cover program fees and the costs of guest lecturers, artists, and performers; discounted integrated library software provided consortially through Library Connection Inc.; internet service costs; maintenance on the library's photocopiers, and membership in the Association of Connecticut Library Boards.
52475 Buildings and Grounds Maintenance: These funds provide for elevator upkeep and maintenance as well as any miscellaneous repairs covered by Public Works and/or the library's cleaning service.
52480 Equipment Maintenance and Repair: Repairs and servicing of an aging fleet of 31 computers and network server.
53510 Electricity: Covers the library's electric bills which has experienced a decrease in expenditures.
53520 Natural Gas: To cover library's natural gas (heating) bills.
53550 Water: For sprinkler service, fresh water usage, and sewer usage.
53560 Telephone: To cover the library's telephone bills.
54640 Machinery and Equipment: Replacement desktop computers and related hardware and software.
54819 Book Refund: These funds are used to refund money to patrons who paid for books that were recovered as lost, but were later found and returned.

Town of Plainville, Connecticut
Adopted Library Fund Expenditure Budget Detail - Fiscal Year 2016 - 2017
As of January 25, 2016

		2014 - 2015	2015 - 2016			2016 - 2017				
		Actual		Spent To		Dept	Manager	Council	Council App Inc/(Dec)	
8100-520	Library Fund	Expended	Budgeted	Date	Estimated	Request	Request	Approved	$	%
	Personnel									
51110	Full-time salary	$ 324,320	$ 369,000	$ 191,031	$ 362,919	$ 345,150	$ 345,150		$ (23,850)	-6.46%
51120	Part-time salary	105,162	106,713	56,773	106,713	108,080	108,080		1,367	1.28%
51140	Overtime	7,554	8,047	791	8,094	8,280	8,280		233	2.90%
	Total Personnel	437,036	483,760	248,595	477,726	461,510	461,510	-	(22,250)	-4.60%
	Supplies									
52330	Operating supplies	19,381	21,449	13,835	21,449	21,445	21,445		(4)	-0.02%
52360	Books	78,001	79,511	70,109	79,511	81,896	81,896		2,385	3.00%
52361	Periodicals/subscriptions	7,605	10,014	5,221	9,779	10,348	10,348		334	3.34%
52362	Non-print media	10,624	10,910	10,963	10,964	11,128	11,128		218	2.00%
52363	Gifts to Library	472	3,000	299	598	3,000	3,000		-	0.00%
	Total Supplies	116,083	124,884	100,427	122,301	127,817	127,817	-	2,933	2.35%
	Other Services & Charges									
52401	Professional development	1,070	1,500	165	1,300	1,500	1,500		-	0.00%
52405	Mileage	468	500	201	450	500	500		-	0.00%
52435	Other contractual	39,096	42,057	38,333	42,319	43,145	43,145		1,088	2.59%
52475	Bldg & grounds repair	4,303	3,700	3,514	3,700	4,000	4,000		300	8.11%
52480	Equip repair & maint	2,000	3,000	-	2,000	3,000	3,000		-	0.00%
	Total Other Serv & Charges	46,937	50,757	42,213	49,769	52,145	52,145	-	1,388	2.73%
	Energy & Utility									
53510	Electricity	56,830	68,480	27,882	57,500	68,480	62,500		(5,980)	-8.73%
53520	Natural gas	13,446	14,500	4,590	13,702	14,500	14,500		-	0.00%
53550	Water & hydrant	2,807	3,292	1,630	3,439	3,513	3,513		221	6.71%
53560	Telephone	1,136	1,400	383	1,136	1,400	1,400		-	0.00%
	Total Energy & Utility	74,219	87,672	34,485	75,777	87,893	81,913	-	(5,759)	-6.57%
	Capital Outlay									
54640	Machinery & equip	4,680	2,978	18,222	18,222	8,607	8,607		5,629	189.02%
	Total Capital Outlay	4,680	2,978	18,222	18,222	8,607	8,607	-	5,629	189.02%
	Sundry									
54723	Bank fees (endowments)	7,527	-	1,937	8,000	-	-		-	0.00%
54724	Endowment disbursements	35,114	-	7,441	32,000	-	-		-	0.00%
54819	Lost books/refunds	35	100	10	40	100	100		-	0.00%
	Total Sundry	42,676	100	9,388	40,040	100	100	-	-	0.00%
8100-520	**Total Library Fund**	**$ 721,631**	**$ 750,151**	**$ 453,330**	**$ 783,835**	**$ 738,072**	**$ 732,092**	**$ -**	**$ (18,059)**	**-2.41%**

Town of Plainville, Connecticut
Adopted Library Fund Revenue Budget Detail - Fiscal Year 2016 - 2017
As of January 25, 2016

	Library Fund Revenue	2014 - 2015 Actual Received	2015 - 2016 Budgeted	2015 - 2016 Received Date	2015 - 2016 Estimated	2016 - 2017 Estimated Budget	2016 - 2017 Increase/(Decrease) $	2016 - 2017 Increase/(Decrease) %
	Fines & Fees							
43191	Fines	$ 11,341	$ 13,000	$ 5,720	$ 11,000	$ 11,500	$ (1,500)	-11.54%
43193	Lost books	1,052	2,000	501	1,000	1,000	(1,000)	-50.00%
	Total Fines & Fees	12,393	15,000	6,221	12,000	12,500	(2,500)	-16.67%
	Use of Money							
44110	Investment income	180	200	83	180	180	(20)	-10.00%
44188	Legacy Fund interest	1,225	1,000	292	1,000	1,000	-	0.00%
44189	Legacy Fund distributions	952	-	-	-	-	-	0.00%
44190	Gain/(loss) on investments	(15,958)	-	(35,754)	-	-	-	0.00%
44192	B. Wheeler Trust interest	8,904	-	-	8,800	-	-	0.00%
44193	B. Wheeler Trust distributions	6,160	6,000	1,507	6,028	6,000	-	0.00%
44194	Library Fund distributions	8,108	8,100	1,976	7,904	8,100	-	0.00%
44195	Calor Trust interest	13,691	-	1,933	8,000	-	-	0.00%
44196	Calor Trust distributions	17,570	15,500	3,636	15,500	15,500	-	0.00%
44197	Library Fund interest	6,694	-	816	4,000	-	-	0.00%
	Total Use of Money	47,526	30,800	(25,511)	51,412	30,780	(20)	-0.06%
	Intergovernmental Revenue							
45540	Library grant	1,158	1,200	1,087	1,087	1,080	(120)	-10.00%
45542	Connecticard grant	7,838	8,000	-	8,000	8,000	-	0.00%
	Total Intergovernmental Revenue	8,996	9,200	1,087	9,087	9,080	(120)	-1.30%
	Other Revenues							
48220	Other - donations	881	3,000	399	1,000	1,000	(2,000)	-66.67%
	Total Other Revenues	881	3,000	399	1,000	1,000	(2,000)	-66.67%
	Sundry & Interfund Transfers In							
49102	Use of fund balance	-	22,601	-	-	19,682	(2,919)	-12.92%
49105	Interfund transfer in - Gen Fund	643,803	659,050	494,288	659,050	659,050	-	0.00%
	Total Sundry & Interfund Transfers In	643,803	681,651	494,288	659,050	678,732	(2,919)	-0.43%
	Total Library Fund Revenue	$ 713,599	$ 739,651	$ 476,484	$ 732,549	$ 732,092	$ (7,559)	-1.02%

425 – SENIOR CITIZEN TRANSPORTATION

PROGRAM DESCRIPTION

The Senior Center serves as a community focal point on aging to provide access to community resources, as well as to services and activities that maintain independence and wellness. The Center is a clearinghouse for all social service programs designed for persons 60 years of age and older. Services and programs include social work, entitlement counseling and assistance, homebound services, information and referral, outreach, nutritious meals, transportation, education, insurance assistance, caregivers and family support, nursing services, physical and mental health programs, wellness initiatives, classes, volunteerism, recreation and more. A wheelchair lift-equipped bus for Dial-A-Ride services to medical appointments, Social Security, entitlement appointments, banks, shopping, library, senior center, etc., as well as other individual services as time allows. Five-day per week service. Medical and social service appointments to Plainville, New Britain, Bristol, Southington, Farmington, and the VA are provided. All other transportation is limited to Plainville. 49.8% of Senior Citizens' Transportation is funded by the Town of Plainville. The remaining 50.2% is funded through Fund 83, and consists of donations, fund raising, ridership fees, fund balance and interest.

PROGRAM ACCOMPLISHMENTS 2016

Grant/Fundraising Measures

- Senior Center staff researched, coordinated and wrote a Section 5310 grant request to the CT Department of Transportation. Received notification that our proposal will be funded for $50,400. We will complete all paperwork and required documents to purchase a new lift-equipped Dial-A-Ride vehicle.
- Applied for and received a tenth-year grant from the State of Connecticut Department of Transportation for $18,381 to provide rides for shopping and errands for elderly and disabled individuals under the age of 60. Grant funds also provide field trips for isolated senior members, the social day program participants and members of the Plainville Senior Center.
- Received $1,000 grant from the Archbishop's Annual Appeal for Dial-A-Ride services.
- Coordinated eleven fundraisers/raffles to support Dial-a-Ride service and equipment.

Collaboration/Partnerships

- Collaborated with service providers for disabled individuals to provide transportation for field trips and special events using funding from the Department of Transportation Elderly and Disabled grant.

PROGRAM OBJECTIVES FY 2017

- New lift-equipped Dial-A-Ride bus will be delivered and put into service. Bus costs covered by CT Department of Transportation Grant and Town of Plainville Capital Improvement Budget.
- Continue to coordinate change from Central Connecticut Regional Planning Agency oversight to Greater Hartford Transit District which impacts Americans with Disabilities Act (ADA) Paratransit, as well as Department of Transportation grants for vehicles and operations. Assure that problems are reported and handled.
- Apply for Department of Transportation Elderly and Disabled Demand Responsive Transportation grant funding; provide all grant administration and record keeping for current grant.
- Have outreach staff assist homebound and social service individuals in applying for the ADA Paratransit transportation, as another resource for those needing transportation. ADA has expanded geographical territory, hours and days and provides door-to-door service, including weekends and evenings.
- Continue to coordinate fundraising efforts to help pay operating costs for Dial-a-Ride.
- Advocate on a Federal and State level to increase funding for local Dial-a-Ride programs and vehicle replacement.

PERFORMANCE MEASURES

QUANTITATIVE	2015 Actual	2016 Estimated	2017 Projected
Donations/Fund Raising	9,570	13,700	13,705
Fees	3,416	3,910	3,910
Interest	73	75	75
Operating Transfer In	28,701	27,662	27,662
Fund Balance	47,205	40,941	30,736

PERSONNEL			
Part-time			

Please note, although not a part of the 425 Transportation Account, the Senior Center has received a state grant through the Department of Transportation in the amount of $18,381 to be used to develop transportation services for elderly and disabled individuals of any age. Thus far, the grant funding has provided weekday and weekend transportation to shopping for frail and isolated individuals (including elderly and non-elderly disabled), and transportation for service providers of the disabled (such as some Camp Trumbull special events), as well as field trips for isolated members, social day program participants and Senior Center members.

BUDGET COMMENTARY

It is proposed that the Town of Plainville Fund $27,662 or 49.8% of the cost of Senior Citizens' Transportation.
51120 and 51121 Part Time Personnel: includes funds for a Sunday Van Driver, if request numbers should warrant, back-up drivers for Dial-A-Ride or Quick Trips, and grant administration, record keeping and supervision of some trips for frail, disabled and Social Day Program.
52435 Other Contractual Services: this line item covers the contractual costs of two transportation programs: shopping bus and Dial-a-Ride, both of which are privatized to reduce cost and maximize value.
52470 Automobile Maintenance and Repair: out-of-house repair and maintenance of vehicles.
53560 Telephone: funds cellular phone used in place of two-way radio for bus and van drivers.

Town of Plainville, Connecticut
Adopted Senior Citizens Transportation Fund Expenditure Budget Detail - Fiscal Year 2016- 2017
As of January 25, 2016

		2014 - 2015	2015 - 2016			2016 - 2017				
		Actual		Spent To		Dept	Manager	Council	Council App Inc/(Dec)	
8300-425	Sen Citizens Trans	Expended	Budgeted	Date	Estimated	Request	Request	Approved	$	%
	Personnel									
51120	Part-time salary	$ -	$ 1,025	$ -	$ 400	$ 810	$ 810		$ (215)	-20.98%
51121	Part-time salary - grants	2,778	3,100	2,817	4,810	4,980	4,980		1,880	60.65%
	Total Personnel	2,778	4,125	2,817	5,210	5,790	5,790	-	1,665	40.36%
	Other Services & Charges									
52435	Other contractual	35,510	46,316	15,455	42,770	45,004	45,004		(1,312)	-2.83%
52465	Rides by Appointment	15,603	-	7,308	15,000	-	-		-	0.00%
52470	Auto repair & maint	645	4,670	778	3,600	4,350	4,350		(320)	-6.85%
	Total Other Serv & Charges	51,758	50,986	23,541	61,370	49,354	49,354	-	(1,632)	-3.20%
	Energy & Utility									
53560	Telephone	369	413	134	405	413	413		-	0.00%
	Total Energy & Utility	369	413	134	405	413	413	-	-	0.00%
8300-425	**Total Sen Citizens Trans**	**$ 54,905**	**$ 55,524**	**$ 26,492**	**$ 66,985**	**$ 55,557**	**$ 55,557**	**$ -**	**$ 33**	**0.06%**

Town of Plainville, Connecticut
Adopted Senior Citizens Transportation Fund Revenue Budget Detail - Fiscal Year 2016 - 2017
As of January 25, 2016

		2014 - 2015	2015 - 2016			2016 - 2017		
		Actual		Received		Estimated	Increase/(Decrease)	
	Senior Citizens Transportation Fund Revenue	Received	Budgeted	Date	Estimated	Budget	$	%
	Fines & Fees							
43186	Transportation	$ 3,416	$ 3,750	$ 1,422	$ 3,750	$ 3,750	$ -	0.00%
	Total Fines & Fees	3,416	3,750	1,422	3,750	3,750	-	0.00%
	Use of Money							
44110	Investment income	73	75	33	75	75	-	0.00%
	Total Use of Money	73	75	33	75	75	-	0.00%
	Intergovernmental Revenue							
45540	State of CT revenue	18,381	18,381	9,191	18,381	18,381	-	0.00%
	Total Intergovernmental Revenue	18,381	18,381	9,191	18,381	18,381	-	0.00%
	Other Revenues							
48220	Other - donations	9,570	13,500	7,981	8,000	13,500	-	0.00%
	Total Other Revenues	9,570	13,500	7,981	8,000	13,500	-	0.00%
	Sundry & Interfund Transfers In							
49101	Interfund transfer in - Gen Fund	28,701	27,662	20,746	27,662	27,662	-	0.00%
	Total Sundry & Interfund Transfers In	28,701	27,662	20,746	27,662	27,662	-	0.00%
	Total Sen Cit Trans Fund Revenue	**$ 60,141**	**$ 63,368**	**$ 39,373**	**$ 57,868**	**$ 63,368**	**$ -**	**0.00%**