

Budget Building Seminar #2

December 15, 2021

Recap: First session covered 2410, 2700,1200, 2110, 2130, 2140, 2150,2160,2170, 2190,2310,2320

- One new outplacement
- Shuffle social work hours to psych hours potentially
- Too many hours to consider a decrease to special education staff
- Slowly increasing enrollment: mostly at the lower grades
- Return of in person needs
- New piloted curriculum/upgrades in assessments implemented
- Addressing individualization as mandated by state push for remediation and enrichment

Topics for this session include:
2610,2620,2630,2660,2670,3100

- Building operations
- Maintenance
- Grounds
- Security
- Safety
- Food service

2610 Building Operations

2610 Building Operations				
1-002-110-2610-0000	Custodial Salaries	\$121,500.00	\$121,500.00	\$129,073.00
1-002-130-2610-0000	Custodial Overtime	\$6,000.00	\$6,000.00	\$3,407.00
1-002-420-2610-2624	Clean Building Exterior	\$0.00	\$0.00	\$0.00
1-002-420-2610-2625	Facility Cleaning	\$3,500.00	\$3,500.00	\$4,500.00
1-002-430-2610-0000	Repair & Maint - Building	\$1,500.00	\$1,500.00	\$1,500.00
1-002-430-2610-2621	R & M Building Operations	\$9,000.00	\$9,000.00	\$10,000.00
1-002-430-2610-2622	Repair & Maint Equipment	\$4,000.00	\$4,000.00	\$1,092.00
1-002-430-2610-2623	Building Ops - Interior	\$7,700.00	\$7,700.00	\$9,200.00
1-002-430-2610-2625	Facility Ops Cleaning	\$6,900.00	\$6,900.00	\$7,200.00
1-002-580-2610-0000	Building Ops - travel	\$500.00	\$500.00	\$500.00
1-002-610-2610-0000	Supplies - Building	\$0.00	\$0.00	\$0.00
1-002-610-2610-2621	Facilities HVAC	\$2,000.00	\$2,000.00	\$3,000.00
1-002-610-2610-2622	Supplies - Facility -	\$0.00	\$0.00	\$0.00
1-002-610-2610-2623	Supplies - Facilities - Interior	\$3,500.00	\$3,500.00	\$3,500.00
1-002-610-2610-2624	Supplies - Facilities - Exterior	\$0.00	\$0.00	\$0.00
1-002-610-2610-2625	Facility cleaning supplies	\$9,000.00	\$9,000.00	\$8,000.00
1-002-622-2610-0000	Electricity	\$59,000.00	\$59,000.00	\$57,315.00
1-002-623-2610-0000	Propane	\$1,200.00	\$1,200.00	\$1,200.00
1-002-624-2610-0000	Heating Oil	\$45,000.00	\$55,847.87	\$45,000.00
1-002-810-2610-0000	Fees - Building Operations	\$500.00	\$500.00	\$500.00

#2610 Included items

- Salaries for the custodians (will need the contracted increases from last year's negotiations added) 100's
 - This is the largest line item
- Electricity and heating oil also huge needs
- We can look at other areas in more depth

2610 Building Operations				
1-002-110-2610-0000	Custodial Salaries	\$121,500.00	\$121,500.00	\$129,073.00
1-002-130-2610-0000	Custodial Overtime	\$6,000.00	\$6,000.00	\$3,407.00
1-002-420-2610-2624	Clean Building Exterior	\$0.00	\$0.00	\$0.00
1-002-420-2610-2625	Facility Cleaning	\$3,500.00	\$3,500.00	\$4,500.00
1-002-430-2610-0000	Repair & Maint - Building	\$1,500.00	\$1,500.00	\$1,500.00
1-002-430-2610-2621	R & M Building Operations	\$9,000.00	\$9,000.00	\$10,000.00
1-002-430-2610-2622	Repair & Maint Equipment	\$4,000.00	\$4,000.00	\$1,092.00
1-002-430-2610-2623	Building Ops - Interior	\$7,700.00	\$7,700.00	\$9,200.00
1-002-430-2610-2625	Facility Ops Cleaning	\$6,900.00	\$6,900.00	\$7,200.00
1-002-580-2610-0000	Building Ops - travel	\$500.00	\$500.00	\$500.00
1-002-610-2610-0000	Supplies - Building	\$0.00	\$0.00	\$0.00
1-002-610-2610-2621	Facilities HVAC	\$2,000.00	\$2,000.00	\$3,000.00
1-002-610-2610-2622	Supplies - Facility -	\$0.00	\$0.00	\$0.00
1-002-610-2610-2623	Supplies - Facilities - Interior	\$3,500.00	\$3,500.00	\$3,500.00
1-002-610-2610-2624	Supplies - Facilities - Exterior	\$0.00	\$0.00	\$0.00
1-002-610-2610-2625	Facility cleaning supplies	\$9,000.00	\$9,000.00	\$8,000.00
1-002-622-2610-0000	Electricity	\$59,000.00	\$59,000.00	\$57,315.00
1-002-623-2610-0000	Propane	\$1,200.00	\$1,200.00	\$1,200.00
1-002-624-2610-0000	Heating Oil	\$45,000.00	\$55,847.87	\$45,000.00
1-002-810-2610-0000	Fees - Building Operations	\$500.00	\$500.00	\$500.00

\$291,000 total minus the custodial salaries leaves roughly \$160,000. What does it include?

- #2625- this portion from last year would be things like Terminix pest control, Willimantic Waste (refuse), Septic tank cleaning, rug cleaning, supplies associated with cleaning of these areas.
- #2621- this \$10,000 would include things like filters, standard maintenance, underground tank monitoring, state licenses, etc.
- Electricity, heating oil, repairs and annual upkeep, duct cleaning, septic inspections, garbage, etc. Some are not annual expenses but other things that weren't in last years budget will be in this years which keeps our expenses pretty consistent.

2620: third column is current year. We were able to reduce many areas to zero due to covid money that had been coming in. This won't be the case now. We need to plan for this.

2620 Building Maintenance									
1-002-420-2620-0000	Cleaning/Insect Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,000.00	\$3,205.00	\$12,205.00
1-002-430-2620-0000	General Maint.	\$0.00	\$0.00	\$0.00	\$34,056.00	\$0.00	\$0.00	\$0.00	\$34,056.00
1-002-430-2620-2621	Facility Maintenance - HVAC	\$17,000.00	\$17,000.00	\$0.00	\$0.00	\$12,629.72	\$70,000.00	\$75,358.76	\$157,988.48
1-002-430-2620-2622	Facility Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$2,010.87	\$0.00	\$4,529.53	\$6,540.40
1-002-430-2620-2623	Facility Maintenance - Interior	\$16,500.00	\$16,500.00	\$12,500.00	\$0.00	\$23,446.35	\$40,000.00	\$33,163.17	\$109,109.52
1-002-430-2620-2624	Facility Maintenance -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$5,517.00	\$11,517.00
1-002-430-2620-2625	Facility - Cleaning	\$0.00	\$0.00	\$1,000.00	\$0.00	\$7,280.00	\$0.00	\$0.00	\$8,280.00
1-002-610-2620-0000	Custodial Supplies	\$0.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00
1-002-610-2620-2622	Facility Equipment supplies	\$0.00	\$0.00	\$0.00		\$161.99	\$0.00	\$0.00	\$161.99
1-002-610-2620-2623	Facility Supplies - Interior	\$3,000.00	\$3,000.00	\$2,000.00	\$0.00	\$2,553.25	\$6,500.00	\$2,406.36	\$13,459.61
1-002-610-2620-2624	Facility Exterior supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00
1-002-733-2620-2623	Facility Furniture & Fixtures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00
2620 Building Maintenance		\$36,500.00	\$36,500.00	\$15,500.00	\$37,556.00	\$48,082.18	\$135,700.00	\$124,179.82	\$361,018.00

#2620 We cut a lot out this year due to a zero increase but will need to be cautious of that

2620 Building Maintenance				
1-002-420-2620-0000	Cleaning/Insect Service	\$0.00	\$0.00	\$0.00
1-002-430-2620-0000	General Maint.	\$0.00	\$0.00	\$0.00
1-002-430-2620-2621	Facility Maintenance - HVAC	\$17,000.00	\$17,000.00	\$0.00
1-002-430-2620-2622	Facility Maintenance	\$0.00	\$0.00	\$0.00
1-002-430-2620-2623	Facility Maintenance - Interior	\$16,500.00	\$16,500.00	\$12,500.00
1-002-430-2620-2624	Facility Maintenance -	\$0.00	\$0.00	\$0.00
1-002-430-2620-2625	Facility - Cleaning	\$0.00	\$0.00	\$1,000.00
1-002-610-2620-0000	Custodial Supplies	\$0.00	\$0.00	\$0.00
1-002-610-2620-2622	Facility Equipment supplies	\$0.00	\$0.00	\$0.00
1-002-610-2620-2623	Facility Supplies - Interior	\$3,000.00	\$3,000.00	\$2,000.00
1-002-610-2620-2624	Facility Exterior supplies	\$0.00	\$0.00	\$0.00
1-002-733-2620-2623	Facility Furniture & Fixtures	\$0.00	\$0.00	\$0.00
2620 Building Maintenance		\$36,500.00	\$36,500.00	\$15,500.00

- Gym floor cost is 4000
- Café and gym doors both needed to be repaired (4500)
- Plumbing and electrical expenses
- Duct cleaning is not annual normally but now COVID changed that
- We need to change our florescent lighting in one wing to LED
- Our hard water causes many plumbing issues. Our 5-year inspection just confirmed the damage the water does to pipes and the integrity of the tank. A water softener was recommended

2630 Grounds; again, notice we cut a lot from here last year (third column)
 we had eliminated the driveway sealing which needs to be done - maybe town
 can share this or cover separately?

2630 Grounds										
1-002-420-2630-2624	Cleaning Svc - Grounds	\$1,000.00	\$1,000.00	\$1,000.00	\$2,000.00	\$3,800.00	\$0.00	\$0.00	\$6,800.00	\$5,800.00
1-002-430-2630-2622	Repair of outdoor equipment	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	\$664.02	\$0.00	\$9,461.10	\$11,625.12	\$10,125.12
1-002-430-2630-2624	Repair & Maintenance -	\$2,500.00	\$2,500.00	\$5,500.00	\$11,000.00	\$3,930.26	\$36,000.00	\$40,607.15	\$97,037.41	\$94,537.41
1-002-610-2630-2622	Grounds-Equip Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$50.86	\$1,000.00	\$79.93	\$1,130.79	\$1,130.79
1-002-610-2630-2624	Supplies - Grounds	\$1,750.00	\$1,750.00	\$1,000.00	\$7,500.00	\$3,636.85	\$6,500.00	\$4,994.57	\$23,631.42	\$21,881.42
1-002-626-2630-0000	Grounds	\$500.00	\$500.00	\$250.00	\$500.00	\$197.70	\$1,000.00	\$322.57	\$2,270.27	\$1,770.27
1-002-733-2630-2624	Exterior Fixtures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,000.00	\$14,862.85	\$27,862.85	\$27,862.85
2630 Grounds		\$7,250.00	\$7,250.00	\$9,250.00	\$21,000.00	\$12,279.69	\$57,500.00	\$70,328.17	\$170,357.86	\$163,107.86

2630 included all trees, weeding, pruning, parking lot, mulch, tick, seeding, ice-melt, etc. the town doesn't do this separately- we take care of all of this with our budget.

2630 Grounds					
1-002-420-2630-2624	Cleaning Svc - Grounds	\$1,000.00	\$1,000.00	\$1,000.00	\$2,0
1-002-430-2630-2622	Repair of outdoor equipment	\$1,500.00	\$1,500.00	\$1,500.00	
1-002-430-2630-2624	Repair & Maintenance -	\$2,500.00	\$2,500.00	\$5,500.00	\$11,0
1-002-610-2630-2622	Grounds-Equip Supplies	\$0.00	\$0.00	\$0.00	
1-002-610-2630-2624	Supplies - Grounds	\$1,750.00	\$1,750.00	\$1,000.00	\$7,5
1-002-626-2630-0000	Grounds	\$500.00	\$500.00	\$250.00	\$5
1-002-733-2630-2624	Exterior Fixtures	\$0.00	\$0.00	\$0.00	
	2630 Grounds	\$7,250.00	\$7,250.00	\$9,250.00	\$21,0

2660: Security

We had a security grant that was used to purchase all cameras, and even order for the town side. We monitor and repair from budget.

2660 Security

1-002-430-2660-0000 Repair & Maint - Security	\$2,000.00	\$2,000.00	\$1,000.00	\$5,000.00
1-002-610-2660-0000 Supplies - Security	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
2660 Security	\$3,000.00	\$3,000.00	\$2,000.00	\$6,000.00

#2670 Safety

Fire protection, testing, first aid by policy, fire panel repairs, radios (repair and batteries)
we may be able to reduce this area by 2-3,000 if no new expenditures due to overlap with COVID grant
last year.

2670 Safety				
1-002-430-2670-0000 Repair & Maint - Saftey	\$6,450.00	\$6,450.00	\$7,200.00	\$6,000.00
1-002-610-2670-0000 Supplies - Saftey	\$1,500.00	\$1,500.00	\$2,000.00	\$3,500.00
2670 Safety	\$7,950.00	\$7,950.00	\$9,200.00	\$9,500.00

#3100 Food Service

Have a shared service contract with Coventry

3100 Food Service Operation										
1-002-110-3100-0000	School Lunch Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$7,654.52	\$0.00	\$0.00	\$7,654.52	\$7,654.52
1-002-340-3100-0000	Other Prof Svc - Lunch	\$20,000.00	\$20,000.00	\$20,000.00	\$18,000.00	\$15,585.45	\$16,000.00	\$16,136.20	\$85,721.65	\$65,721.65
1-002-430-3100-2622	Lunch Prg - Equipment	\$3,000.00	\$3,000.00	\$3,000.00	\$6,490.00	\$8,559.09	\$2,000.00	\$3,542.40	\$23,591.49	\$20,591.49
1-002-610-3100-0000	Food Service Supplies	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
3100	Food Service Operation	\$23,500.00	\$23,500.00	\$23,500.00	\$24,490.00	\$31,799.06	\$18,000.00	\$19,678.60	\$117,467.66	\$93,967.66

What we pay for for food service/what we get

- We contract for the Director, Beth Pratt. We sign a contract yearly and are billed for overages not reimbursed to her salary, percentage of all her expenses, and for administrative overhead. It has been more than 20,000 in past but less as well. We can keep this number the same for next year.
- In exchange, all of our paperwork is done, state and federal documentation for free and reduced lunch, and our workers paid through their office.
- We need to budget also for other needs beyond breakfast and lunch, and for supplies and equipment needed but it's been almost three years since we had overage charges. We did have to pay for a new scan system but said no to new dishwasher. This agreement has saved us money and is a good one.

End of Budget Info Session #2
