

TOWN OF WILLINGTON

Board of Selectmen
AGENDA

Board of Selectmen
40 Old Farms Road
Willington, CT 06279
(860) 487-3100
(860) 487-3103 Fax
www.willingtonct.org

Regular Meeting
Virtual Meeting

April 20, 2020
6:30 PM

Please join this meeting from your computer, tablet or smartphone:

<https://global.gotomeeting.com/join/617971605>

Dial in using your phone:

United States: [+1 \(646\) 749-3131](tel:+16467493131)

Access Code: 617-971-605

1. Call to Order
2. Approval of Minutes
3. Present to Speak
4. Correspondence
5. First Selectman Status Report
6. Public Works
7. New Business
 - A. Re-Appointment – Tree Warden
 - G. Andrew (Andy) Marco
8. Old Business
 - A. COVID-19 Update
 - B. Budget Discussion Attachment #1
 - C. Executive Order 7S – Property Tax Deferral Options (recap and decision) Attachment #2
9. Present to Speak
10. Good & Welfare

TOWN OF WILLINGTON, CT
Received for record April 17, 2020
At 10:30am Cheryl J. Fewster

If you have specific questions or needs regarding your access to this meeting, please contact the First Selectman's Office at 860-487-3100

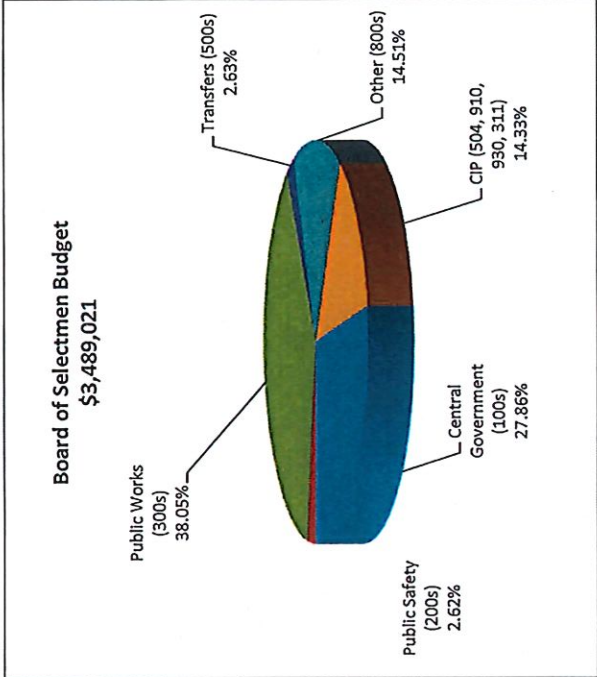
2020-2021 Board of Selectmen Budget

\$3,489,021

0% Increase

Description	FY 2019-20 Approved	FY 2020-21 Proposed	FY 19/20 to FY 20/21 \$ change	% change
111 Selectmen	153,070	155,676	2,606	1.70%
130 Accounting Services	231,078	211,309	(19,769)	-8.56%
134 Assessor	86,361	92,854	6,493	7.52%
137 Revenue Collector	76,131	82,836	6,705	8.81%
141 Town Counsel	32,000	32,000	0	0.00%
151 Town Clerk	102,554	105,648	3,094	3.02%
181 Town Office Operations	202,765	229,258	26,493	13.07%
182 Town Hall Operations	6,661	7,467	806	12.10%
183 Consulting Engineers	20,000	20,000	0	0.00%
185 Senior Center Operations	34,629	34,899	270	0.78%
233 Health District	32,090	33,468	1,378	4.29%
235 Fire Main and Hydrants	7,842	8,626	784	10.00%
241 Building Official	47,506	49,392	1,886	3.97%
311 Public Works	1,145,637	1,184,165	38,528	3.36%
342 Cemetery	2,000	2,000	0	0.00%
351 Transfer Station	213,943	231,916	17,973	8.40%
503 Capital Projects	0	0	0	#DIV/0!
504 Capital Reserve	145,000	162,556	17,556	12.11%
507 Housing Authority	2,182	2,182	0	0.00%
510 Compensated Absences	20,000	15,000	(5,000)	-25.00%
511 Dog Fund	22,401	25,881	3,480	15.54%
513 Human Services Grant	48,579	48,579	0	0.00%
515 Open Space Fund	30,000	0	(30,000)	-100.00%
518 Emergency Preparedness	0	0	0	#DIV/0!
811 Social Security	84,864	86,955	2,091	2.46%
821 Unemployment	8,000	1,000	(7,000)	-87.50%
831 Employee Insurances	299,491	268,834	(30,657)	-10.24%
841 Pension	53,580	55,418	1,838	3.43%
851 Insurances	87,649	91,629	3,980	4.54%
871 Miscellaneous	2,500	2,500	0	0.00%
910 Debt Services	216,408	210,408	(6,000)	-2.77%
930 Capital Expenditures	74,100	36,565	(37,535)	-50.65%
BOS Budget Total	3,489,021	3,489,021	0	0.0%
515 Open Space	30,000	0	(30,000)	-100.00%
504 Capital Reserve	145,000	162,556	17,556	12.11%
910 Debt Repayment	216,408	210,408	(6,000)	-2.77%
911 Debt Repayment PW Leases	84,993	90,471	5,478	6.45%
930 Capital Expenditures	74,100	36,565	(37,535)	-50.65%
CIP Local Funds	550,501	500,000	(50,501)	-9.2%

Central Government (100s)	971,947
Public Safety (200s)	91,486
Public Works (300s)	1,327,610
Transfers (500s)	91,642
Other (800s)	506,336
CIP (504, 910, 930, 311)	500,000
Total Board of Selectmen	3,489,021



TOWN OF WILLINGTON
2020-2021 GENERAL GOVERNMENT BUDGET
RSD 19 decrease \$176,019 and BOS \$0

FY 2020-2021 REVISED 4-16-2020

FY 2019-2020

FY 2018-2019

Dept	Obi	Description	FY 2018-2019		FY 2019-2020		FY 2020-2021 REVISED 4-16-2020					
			Approved 05/02/18	Adjusted Budget	Expended 6/30/19	Approved 05/07/19	Adjusted 4/13/2020	Expended 4/13/2020	Request	App Bud	App Bud	\$ Change over 19-20
0111	125	OFFICE MANAGER SALARY	50,732	50,732	51,162	51,737	51,737	52,761	1,024	2.0%		
0111	126	OFFICE MANAGER FILL IN	2,500	2,500	531	2,500	2,500	2,500	0	0.0%		
0111	127	CIP SECRETARY SALARY	1,235	1,235	700	1,235	1,235	1,235	0	0.0%		
0111	128	WEBMASTER STIPEND	1,684	1,684	1,684	1,718	1,718	1,752	34	2.0%		
0111	129	SUMMER HELP SALARY	500	500	0	0	0	0	0	#DIV/0!		
0111	130	MODERATOR SERVICES	0	0	0	0	0	500	500	#DIV/0!		
0111	150	1ST SELECTMAN SALARY	65,728	65,728	65,728	67,042	67,042	67,042	0	0.0%		
0111	151	SELECTMEN SALARIES	11,584	11,584	11,584	11,815	11,815	12,052	237	2.0%		
0111	300	COMMISSIONS	100	100	133	100	100	100	0	0.0%		
0111	301	MEMORIAL DAY AND CAR SHOW	1,000	1,000	1,001	1,000	1,000	1,000	0	0.0%		
0111	530	CELL PHONE	360	360	360	360	360	500	140	38.9%		
0111	531	NEWSLETTER EVENTS	3,500	3,500	0	0	0	0	0	#DIV/0!		
0111	540	ADVERTISING	1,900	1,900	2,580	1,900	1,900	2,500	600	31.6%		
0111	645	TRAINING AND EDUCATION	1,352	1,352	1,264	1,352	1,352	1,352	0	0.0%		
0111	690	OFFICE SUPPLIES	1,000	1,000	577	1,000	1,000	1,000	0	0.0%		
0111	810	DUES CCM and CRCOG	11,240	11,240	11,258	11,311	11,311	11,382	71	0.6%		
0111	TOTAL	SELECTMEN	154,415	154,415	148,562	153,070	153,070	155,676	2,606	1.7%		
0121	300	PROB. COURT EXP.	3,525	3,525	3,525	4,067	4,067	3,786	(281)	-6.9%		
0121	TOTAL	PROBATE DISTRICT	3,525	3,525	3,525	4,067	4,067	3,786	(281)	-6.9%		
0126	115	REGISTRAR SALARY	19,970	19,970	19,970	20,369	20,369	25,278	4,909	24.1%		
0126	160	ELECTION OFFICIALS	5,088	5,088	5,124	6,719	6,719	5,810	(909)	-13.5%		
0126	300	ELECTION EXPENSES	5,803	5,803	5,620	8,230	8,230	7,163	(1,067)	-13.0%		
0126	645	REGISTRAR TRAINING AND ED.	2,541	2,541	2,417	3,396	3,396	3,343	(53)	-1.6%		
0126	TOTAL	ELECTION OFFICIALS	33,402	33,402	33,190	38,714	38,714	41,594	2,880	7.4%		
0130	115	BUSINESS MANAGER	74,694	74,694	74,694	76,173	76,173	77,683	1,510	2.0%		
0130	121	P/R COORDINATOR	51,314	51,314	51,843	70,333	70,333	54,912	(2,579)	4.9%		
0130	122	ACCOUNTING STAFF SUPPORT	47,965	47,965	47,724	66,922	66,922	51,838	(2,916)	6.0%		
0130	590	ACCTG SOFT. SUPP.	10,625	10,625	10,508	51,250	51,250	24,476	(26,774)	-52.2%		
0130	645	TRAINING & EDUC.	400	400	225	400	400	400	0	0.0%		
0130	690	OFFICE SUPPLIES	2,000	2,000	1,901	2,000	2,000	2,000	0	0.0%		
0130	TOTAL	ACCOUNTING SERVICES	186,998	186,998	186,894	267,078	267,078	211,309	(19,769)	-8.6%		

TOWN OF WILLINGTON
2020-2021 GENERAL GOVERNMENT BUDGET
RSD 19 decrease \$176,019 and BOS \$0

Dept. Obj Description

FY 2018-2019

FY 2019-2020

FY 2020-2021 REVISED 4-16-2020

\$ Change % Change

over 19-20 over 19-20

Dept.	Obj	Description	Approved 05/02/18	Adjusted Budget	Expended 6/30/19	Approved 05/07/19	Adjusted 4/13/2020	Expended 4/13/2020	Budget Request	App Bud	App Bud	% Change
0131	124	BOF SECRETARY	3,468	3,468	1,530	3,468	3,468	1,025	3,468	0	0	0.0%
0131	540	BOF ADVERTISING	100	100	162	100	100	0	100	0	0	0.0%
0131	550	PRINT. ANN.REPORT	0	0	0	0	0	0	0	0	#DIV/0!	
0131	640	BOF SUPPLIES	250	250	281	250	250	0	250	0	0	0.0%
0131	800	MISCELLANEOUS EXP	300	300	25	300	300	0	300	0	0	0.0%
0131	TOTAL	BOARD OF FINANCE	4,118	4,118	1,998	4,118	4,118	1,025	4,118	0	0	0.0%
0132	115	TREASURER SALARY	32,039	32,039	32,039	32,680	32,680	24,156	32,680	0	0	0.0%
0132	645	TRAINING & EDUC	150	150	117	150	150	0	100	(50)	(50)	-33.3%
0132	690	OFFICE SUPPLIES	50	50	50	50	50	16	250	200	200	400.0%
0132	810	DUES, FEES, MEM.	300	300	268	300	300	255	150	(150)	(150)	-50.0%
0132	TOTAL	TREASURER	32,539	32,539	32,474	33,180	33,180	24,427	33,180	0	0	0.0%
0133	335	AUDITING EXPENSE	34,000	34,000	31,500	35,250	35,250	31,500	36,000	750	750	2.1%
0133	TOTAL	AUDITOR	34,000	34,000	31,500	35,250	35,250	31,500	36,000	750	750	2.1%
0134	115	ASSESSOR SALARY	36,000	29,168	17,535	22,277	22,277	15,808	22,724	447	447	2.0%
0134	121	ASSISTANT ASSESSOR	34,000	34,000	34,376	35,849	35,849	28,133	36,566	717	717	2.0%
0134	335	PERS PROP AUDIT	1,000	1,000	1,000	5,000	5,000	0	5,000	0	0	0.0%
0134	500	COMPUTER SUPPORT	16,875	16,875	24,401	14,465	14,465	14,532	19,794	5,329	5,329	36.8%
0134	590	TAX MAPPING	3,200	3,200	2,450	5,400	5,400	5,376	5,400	0	0	0.0%
0134	610	ASSESSOR SUPPLIES	575	7,407	6,988	850	850	476	850	0	0	0.0%
0134	645	TRAINING AND EDUCATION	2,500	2,500	1,131	2,520	2,520	990	2,520	0	0	0.0%
0134	TOTAL	ASSESSOR	94,150	94,150	87,880	86,361	86,361	65,316	92,854	6,493	6,493	7.5%
0135	115	BOAA, SALARY	1,024	1,024	1,024	1,044	1,044	0	1,065	21	21	2.0%
0135	123	BOAA, CLERK	155	155	155	155	155	0	155	0	0	0.0%
0135	300	BOAA, EXPENSE	147	147	147	147	147	132	147	0	0	0.0%
0135	TOTAL	ED OF ASSESS APPEAL	1,326	1,326	1,326	1,346	1,346	132	1,367	21	21	1.6%
0137	115	REV. COLLECT. SALARY	43,000	43,000	34,024	43,860	40,060	32,721	41,722	(2,138)	(2,138)	-4.9%
0137	121	REV. COLLECT. ASST.	28,045	28,045	15,972	15,706	19,506	14,591	23,139	7,433	7,433	47.3%
0137	558	DMV FEES	1,100	1,100	850	950	950	1,318	1,500	550	550	57.9%
0137	590	COMPUTER SUPPORT	8,350	8,350	9,304	8,700	8,700	7,570	8,810	110	110	1.3%
0137	645	TRAINING & EDUCATION	1,220	1,220	729	1,915	1,915	1,237	2,665	750	750	39.2%
0137	690	OFFICE SUPPLIES	5,000	5,000	6,164	5,000	5,000	2,705	5,000	0	0	0.0%
0137	820	TAX REFUNDS	0	0	0	0	0	0	0	0	0	#DIV/0!
0137	TOTAL	REVENUE COLLECTOR	86,715	86,715	67,042	76,131	76,131	60,142	82,836	6,705	6,705	8.8%

TOWN OF WILLINGTON
2020-2021 GENERAL GOVERNMENT BUDGET

RSD 19 decrease \$176,019 and BOS \$0
FY 2018-2019

Dept Obi Description

Approved 05/02/18 Adjusted Budget 6/30/19 Expended 6/30/19

Approved 05/07/19 Adjusted 4/13/2020 Expended 4/13/2020

FY 2019-2020

Budget Request over 19-20 \$ Change over 19-20 % Change App Bud

0141	331	TOWN COUNSEL	18,500	18,500	8,991	18,500	38,500	24,020
0141	332	LABOR ATTORNEY	3,000	3,000	2,850	3,000	3,000	509
0141	333	LAND USE ATTORNEY	10,000	10,000	14,182	10,000	10,000	6,734
0141	334	MISC LEGAL SERVICES	500	500	0	500	500	0
0141	TOTAL	TOWN COUNSEL	32,000	32,000	26,022	52,000	52,000	31,263
0151	115	TOWN CLK., SALARY	43,000	43,000	43,000	43,860	43,860	33,739
0151	121	TOWN CLK., ASSIST.	35,672	36,069	36,137	36,374	36,374	28,124
1510	127	TOWN CLK. FILL IN	0	204	204	0	0	0
0151	555	VITAL STAT. EXPENSE	200	200	0	200	200	0
0151	556	ELECTION EXPENSES	1,000	1,000	764	1,000	1,000	1,848
0151	557	RESTOR. PROGRAM	200	200	0	200	200	0
0151	590	PURCHASED SERVICES	16,780	16,383	15,938	17,020	17,020	11,589
0151	690	OFFICE SUPPLIES	1,000	796	1,932	1,000	1,000	413
0151	890	MISC EXPENSE	2,900	2,900	2,450	2,900	2,900	1,102
0151	TOTAL	TOWN CLERK	100,752	100,752	100,425	102,554	102,554	76,814
0161	300	CONSERVATION CIMS	1,500	1,500	688	1,500	1,500	1,154
0161	TOTAL	CONSERVATION CIMS	1,500	1,500	688	1,500	1,500	1,154
0171	115	LAND USE/ZON. AGT	54,564	17,897	10,273	0	0	0
0171	121	ZONING AGENT ASST.	21,673	26,340	27,487	40,467	40,467	23,407
0171	123	PLANN. & ZON. CLERK	3,876	3,876	1,920	0	0	0
0171	124	PLANNING & ZONING SECRETARY	37,990	37,990	37,990	38,739	38,739	29,914
0171	300	PZC GENERAL EXP.	0	0	0	0	0	0
0171	330	LAND USE CONSULTANT SERVICES	0	32,000	33,175	42,000	42,000	31,500
0171	402	ZONING REG REVISION PROJECT	3,500	3,500	0	1,500	1,500	0
0171	431	GIS PROJECT	1,900	1,900	700	1,500	1,500	0
0171	540	PZC ADVERTISING	2,000	2,000	1,022	1,650	1,650	1,470
0171	680	PZC OFFICE EXPENSE	1,500	1,500	6182	1,500	1,500	1,000
0171	810	PZ DUES, FEES, MEM	2,259	2,259	2,140	1,900	1,900	1,340
0171	TOTAL	PLANNING & ZONING	129,262	129,262	120,890	129,256	129,256	88,721
0172	123	ZBA CLERK	3,515	3,515	3,625	3,585	3,585	2,758
0172	300	ZBA GENERAL EXPENSES	200	200	110	150	150	0
0172	540	ZBA ADVERTISING	1,000	1,000	581	1,000	1,000	0
0172	TOTAL	ZONING BD OF APPEALS	4,715	4,715	4,316	4,735	4,735	2,758
0175	300	ECONOMIC DEVELOPMENT	5,500	5,500	2,289	19,280	19,280	5,740
0175	TOTAL	ECONOMIC DEVEL COMM	5,500	5,500	2,289	19,280	19,280	5,740

18,500	0	0.0%
3,000	0	0.0%
10,000	0	0.0%
500	0	0.0%
32,000	0	0.0%
44,737	877	2.0%
37,091	717	2.0%
0		
200	0	0.0%
2,500	1,500	150.0%
200	0	0.0%
17,020	0	0.0%
1,000	0	0.0%
2,900	0	0.0%
105,648	3,094	3.0%
1,700	200	13.3%
1,700	200	13.3%
0	0	#DIV/0!
39,722	(745)	-1.8%
0	0	#DIV/0!
39,504	765	2.0%
0	0	#DIV/0!
42,000	0	0.0%
1,500	0	0.0%
1,500	0	0.0%
2,000	350	21.2%
1,500	0	0.0%
1,900	0	0.0%
129,626	370	0.3%
3,657	72	2.0%
150	0	0.0%
800	(200)	-20.0%
4,607	(128)	-2.7%
25,500	6,220	32.3%
25,500	6,220	32.3%

FY 2020-2021 REVISED 4-16-2020

TOWN OF WILLINGTON
2020-2021 GENERAL GOVERNMENT BUDGET

RSD 19 decrease \$176,019 and BOS \$0
FY 2018-2019

Dept. Obj Description

FY 2019-2020

FY 2020-2021 REVISED 4-16-2020
\$ Change over 19-20
% Change over 19-20

Dept.	Obj	Description	FY 2018-2019		FY 2019-2020		FY 2020-2021 REVISED 4-16-2020		
			Approved 05/02/18	Adjusted Budget	Expended 6/30/19	Approved 05/07/19	Adjusted 4/13/2020	Expended 4/13/2020	Budget Request
0176	300	IW GENERAL EXPENSES	750	750	128	750	750	0	0.0%
0176	540	IW ADVERTISING	650	650	194	650	650	0	0.0%
0176	645	IW EDUCATION / MEMBERSHIPS	600	600	310	600	500	(100)	-16.7%
0176	TOTAL	INLAND WETLAND COMIM	2,000	2,000	631	2,000	1,900	(100)	-5.0%
0181	411	WATER SERVICE	334	334	116	334	120	(214)	-64.1%
0181	421	TOB DUMPSTER	1,202	1,202	957	1,202	1,202	0	0.0%
0181	430	MAINT & MISC	7,915	18,915	17,601	10,339	21,000	10,661	103.1%
0181	434	COMPUTER EXPENSE	69,101	89,101	86,748	129,620	120,186	14,152	13.3%
0181	440	TOB COPIER LEASE	11,490	11,490	12,363	13,433	12,317	(1,116)	-8.3%
0181	530	TOB TELEPHONES	7,738	7,738	8,267	8,256	10,695	2,439	29.5%
0181	531	TOB POSTAGE EXP.	13,231	13,231	15,635	11,523	11,998	475	4.1%
0181	534	INTERNET	1,500	1,500	1,500	1,500	1,500	0	0.0%
0181	590	CUSTODIAL SERVICES	19,200	19,200	16,800	19,200	19,200	0	0.0%
0181	591	FIRE ALARM MONIT.	250	250	250	250	250	0	0.0%
0181	593	TOB PEST CONTROL	420	420	420	420	420	0	0.0%
0181	595	SECURITY SYSTEM MONITORING	250	250	250	250	250	0	0.0%
0181	612	TOB CSTD. SUPPLIES	1,500	1,500	1,138	1,500	1,700	200	13.3%
0181	614	TOB COPIER SUPPLY	1,200	1,200	1,335	1,200	1,200	0	0.0%
0181	622	TOB ELECTRICITY	13,920	13,920	13,781	13,920	13,920	0	0.0%
0181	622	TOB ELECTRICITY LEASE 7/17	4,138	4,138	4,138	4,348	4,526	178	4.1%
0181	624	TOB HEATING OIL	5,243	5,243	5,919	5,814	5,451	(363)	-6.2%
0181	624	TOB HEATING OIL LEASE 7/17	1,890	1,890	1,890	1,986	2,067	81	4.1%
0181	631	TOB DRINK WATER	936	936	965	936	936	0	0.0%
0181	690	TOB OFFICE SUPPLIES	100	100	0	320	320	0	0.0%
0181	TOTAL	TOWN OFFICE OPERATIONS	161,558	192,558	190,073	226,351	229,258	26,493	13.1%
0182	430	TOWN HALL MAINT.	1,000	2,800	2,478	4,400	2,000	1,000	100.0%
0182	622	TOWN HALL ELECT.	2,557	2,557	2,381	2,557	2,557	0	0.0%
0182	624	TOWN HALL HEAT OIL	2,799	2,799	2,890	3,104	2,910	(194)	-6.3%
0182	TOTAL	TOWN HALL OPERATIONS	6,356	8,156	7,749	10,061	7,467	806	12.1%
0183	500	CONSULTING-LAND USE	10,000	10,000	4,675	10,000	10,000	0	0.0%
0183	590	CONSULT. ENGINEER-PUBLIC WORKS	10,000	10,000	6,225	10,000	10,000	0	0.0%
0183	TOTAL	CONSULTING ENGINEERS	20,000	20,000	10,900	20,000	20,000	0	0.0%

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2020-2021 GENERAL GOVERNMENT BUDGET

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FY 2018-2019

FY 2019-2020

FY 2020-2021 REVISED 4-16-2020

\$ Change over 19-20
% Change over 19-20

Request App Bud App Bud

Dept	Obi	Description	Approved 05/02/18	Adjusted Budget	Expended 6/30/19	Approved 05/07/19	Adjusted 4/13/2020	Expended 4/13/2020	Budget Request	App Bud	App Bud	% Change over 19-20	% Change over 19-20
0185	253	SENIOR CENTER INSURANCE	1,955	1,955	1,754	1,863	1,863	1,744	1,863	0	0	0.0%	0.0%
0185	411	SENIOR CENTER WATER SERVICE	651	651	328	651	651	186	300	(351)		-53.9%	-53.9%
0185	421	SENIOR CENTER DUMPSTER	991	991	957	991	991	810	991	0	0	0.0%	0.0%
0185	430	SENIOR CENTER MAINT & MISC	2,500	2,500	2,979	4,516	4,516	4,052	4,516	0	0	0.0%	0.0%
0185	435	SENIOR CENTER VAN MAINT & GAS	1,850	1,850	1,853	1,191	1,191	1,366	1,900	709	709	59.5%	59.5%
0185	530	SENIOR CENTER PHONE	2,484	2,484	2,643	2,640	2,640	2,042	2,662	22	22	0.8%	0.8%
0185	534	SENIOR CENTER CABLE	726	726	702	726	726	596	738	12	12	1.7%	1.7%
0185	590	SENIOR CENTER CUSTODIAL SERVICES	4,955	4,955	4,680	4,955	4,955	3,675	4,955	0	0	0.0%	0.0%
0185	591	SENIOR CENTER FIRE ALARM	250	250	250	250	250	0	250	0	0	0.0%	0.0%
0185	592	SENIOR CENTER VNA WELLNESS	0	0	0	0	0	0	0	0	0	#DIV/0!	#DIV/0!
0185	622	SENIOR CENTER ELECTRIC	6,975	6,975	6,954	6,975	6,975	4,488	6,975	0	0	0.0%	0.0%
0185	622	SENIOR CENTER ELECTRIC LEASE	1,803	1,803	1,803	1,894	1,894	1,894	1,972	78	78	4.1%	4.1%
0185	624	SENIOR CENTER HEATING OIL	3,877	4,449	4,449	4,300	4,300	3,068	4,031	(269)		-6.3%	-6.3%
0185	624	SENIOR CENTER HEATING OIL LEASE	1,596	1,596	1,596	1,677	1,677	1,677	1,746	69	69	4.1%	4.1%
0185	822	SENIOR CENTER PROGRAM & VAN	2,000	2,000	2,000	2,000	2,000	2,000	2,000	0	0	0.0%	0.0%
0185	TOTAL	SENIOR CENTER OPERATIONS	32,613	33,185	32,948	34,629	34,629	27,598	34,899	270	270	0.8%	0.8%
0231	590	AMBULANCE GRANT	470,742	470,742	470,742	470,742	470,742	470,742	522,984	52,242		11.1%	11.1%
0231	TOTAL	AMBULANCE GRANT	470,742	470,742	470,742	470,742	470,742	470,742	522,984	52,242		11.1%	11.1%
0231	115	FIRE MARSH. SALARY	20,408	20,408	20,408	20,816	20,816	16,012	21,232	416	416	2.0%	2.0%
0231	127	DPTY FIRE MARSHAL	1,500	1,500	1,125	1,500	1,500	600	1,500	0	0	0.0%	0.0%
0231	300	FIRE MARSHAL EXP	2,750	2,750	1,868	2,750	2,750	1,418	2,750	0	0	0.0%	0.0%
0231	TOTAL	FIRE MARSHAL	24,658	24,658	23,400	25,066	25,066	18,030	25,482	416	416	1.7%	1.7%
0232	500	GRANT-WFD #1	119,365	119,365	119,365	121,900	121,900	121,900	121,900	0	0	0.0%	0.0%
0232	590	GRANT-WHFD	110,905	110,905	110,905	116,105	176,105	176,105	130,155	14,050		12.1%	12.1%
0232	739	AED's				6,000	6,000	0	6,000	0	0	0.0%	0.0%
0232	810	DISPATCH FEES	18,449	18,449	18,299	20,000	20,000	25,139	19,510	(490)		-2.5%	-2.5%
0232	TOTAL	FIRE PROTECTION	248,719	248,719	248,569	264,005	324,005	323,144	277,565	13,560		5.1%	5.1%
0233	300	EASTERN HIGHLANDS HEALTH DIST	31,180	31,180	31,180	32,090	32,090	32,092	33,468	1,378		4.3%	4.3%
0233	TOTAL	HEALTH DISTRICT	31,180	31,180	31,180	32,090	32,090	32,092	33,468	1,378		4.3%	4.3%
0234	300	EMERGENCY MANAGEMENT DIRECTOR	6,000	6,000	6,000	6,000	6,000	3,000	6,000	0	0	0.0%	0.0%
0234	590	GENERATOR MAINTENANCE (HMIS)	0	0	0	1,047	1,047	1,047	1,047	0	0	0.0%	0.0%
0234	TOTAL	EMERGENCY MGMT DIRECTOR	6,000	6,000	6,000	7,047	7,047	4,047	7,047	0	0	0.0%	0.0%
0235	300	FIRE MAIN AND HYDRANTS	7,234	7,528	7,466	7,842	7,842	5,448	8,626	784		10.0%	10.0%
0235	TOTAL	FIRE MAIN AND HYDRANT	7,234	7,528	7,466	7,842	7,842	5,448	8,626	784		10.0%	10.0%

TOWN OF WILLINGTON
2020-2021 GENERAL GOVERNMENT BUDGET

RSD 19 decrease \$176,019 and BOS \$0
FY 2018-2019

Dept. Obj Description

Dept.	Obj	Description	Approved 05/02/18	Adjusted Budget	Expended 6/30/19
0241	115	BLDG OFFICIAL SALARY	0	0	0
0241	500	BLDG PERMIT SYSTEM SUPPORT	0	0	0
0241	580	BLDG OFFICIAL TRAVEL EXPENSE	1,400	1,400	895
0241	590	BLDG OFFICIAL PURCHASED SERV	31,860	31,860	31,860
0241	610	BLDG OFFICIAL GEN.SUP	2,050	2,050	1,793
0241	645	BLDG OFFICIAL TRAINING & EDUC.	1,000	1,000	0
0241	810	BLDG OFFICIAL DUES, FEES, MEM	300	300	230
0241	TOTAL	BUILDING OFFICIAL	36,610	36,610	34,778
0311	115	PW DIRECTOR	76,851	76,851	47,660
0311	124	PW ADMIN ASSISTANT	15,116	15,116	15,871
0311	131	CREW LEADER	62,289	62,289	71,483
0311	132	EQUIP. OPERATOR	59,876	59,876	55,514
0311	133	DRIVER	54,538	54,538	63,080
0311	134	LABORER/TECHNICIAN FULL TIME	53,095	53,095	44,565
0311	135	LABORER PART TIME	20,101	20,101	20,825
0311	420	MOWING	7,000	7,000	6,565
0311	430	ROAD MAINTENANCE	14,000	14,000	11,608
0311	435	PW VEHICLE MAINT	45,000	45,000	58,987
0311	440	EQUIPMENT RENTALS	0	0	0
0311	441	WINCOG ICE GRANT TM 6/5/12	0	0	0
0311	530	TELEPHONE/COMM.	950	950	932
0311	570	PUMP CATCH BASINS	17,200	17,200	17,823
0311	572	BLASTING	0	0	0
0311	573	TREE REMVL SERVICE	24,000	24,000	26,700
0311	575	OIL ROLLER & CHIPPER	0	0	0
0311	577	DRUG TESTING & CDL PHYSICALS	600	600	241
0311	578	DRY FIRE HYDRANTS	1,000	1,000	681
0311	594	WASTE WATER SOIL TESTING	3,500	3,500	0
0311	595	SECURITY SYSTEM SERV	250	250	250
0311	610	MISC. SUPPLIES	2,000	2,000	2,053
0311	612	BUILDING MAINT SUPPLIES	8,000	8,000	15,851
0311	622	PW ELECTRICITY	8,641	8,641	10,167
0311	622	PW ELECTRICITY LEASE PAYMENT	2,195	2,195	2,195
0311	624	PW PROPANE HEATING	2,000	2,000	3,441

FY 2019-2020

Approved 05/07/19	Adjusted 4/13/2020	Expended 4/13/2020
0	0	0
9,948	9,948	9,348
1,400	1,400	0
32,808	32,808	24,606
2,050	2,050	89
1,000	1,000	0
300	300	135
47,506	47,506	34,178
73,000	73,000	56,154
14,379	14,379	10,803
63,516	63,516	49,243
61,062	61,062	46,698
55,620	55,620	47,349
54,135	54,135	37,841
20,500	20,500	14,684
7,000	7,000	4,800
14,000	14,000	5,845
50,000	50,000	51,130
0	1,500	0
0	0	0
950	950	544
17,200	17,200	15,566
0	0	0
25,000	25,000	13,155
0	0	0
600	600	1,247
1,000	1,000	0
3,500	3,500	238
250	250	250
2,000	2,000	1,553
8,330	8,330	6,457
8,641	8,641	8,221
2,306	2,306	2,306
1,000	1,000	1,168

FY 2020-2021 REVISED 4-16-2020

\$ Change over 19-20 over 19-20 % Change

Budget Request	App Bud	over 19-20	App Bud	over 19-20	% Change
0	0	0	0	0	#DIV/0!
10,850	902	902	902	902	9.1%
1,400	0	0	0	0	0.0%
33,792	984	984	984	984	3.0%
2,050	0	0	0	0	0.0%
1,000	0	0	0	0	0.0%
300	0	0	0	0	0.0%
49,392	1,886	1,886	1,886	1,886	4.0%
74,460	1,460	1,460	1,460	1,460	2.0%
15,285	906	906	906	906	6.3%
64,765	1,249	1,249	1,249	1,249	2.0%
62,268	1,206	1,206	1,206	1,206	2.0%
56,722	1,102	1,102	1,102	1,102	2.0%
55,196	1,061	1,061	1,061	1,061	2.0%
20,908	408	408	408	408	2.0%
7,000	0	0	0	0	0.0%
14,000	0	0	0	0	0.0%
60,000	10,000	10,000	10,000	10,000	20.0%
0	0	0	0	0	#DIV/0!
0	0	0	0	0	#DIV/0!
950	0	0	0	0	0.0%
22,000	4,800	4,800	4,800	4,800	27.9%
0	0	0	0	0	#DIV/0!
25,000	0	0	0	0	0.0%
0	0	0	0	0	#DIV/0!
1,000	400	400	400	400	66.7%
1,000	0	0	0	0	0.0%
3,500	0	0	0	0	0.0%
250	0	0	0	0	0.0%
3,000	1,000	1,000	1,000	1,000	50.0%
8,330	0	0	0	0	0.0%
10,000	1,359	1,359	1,359	1,359	15.7%
2,401	95	95	95	95	4.1%
2,000	1,000	1,000	1,000	1,000	100.0%

TOWN OF WILLINGTON
2020-2021 GENERAL GOVERNMENT BUDGET

RSD 19 decrease \$176,019 and BOS \$0

FY 2018-2019

FY 2019-2020

FY 2020-2021 REVISED 4-16-2020

Dept	Obj	Description	FY 2018-2019		FY 2019-2020		FY 2020-2021 REVISED 4-16-2020		
			Approved 05/02/18	Adjusted Budget	Approved 05/07/19	Adjusted 4/13/2020	Request	App Bud	\$ Change
0311	625	DIESEL WFD#1	6,918	6,918	7,673	7,673	7,192	(481)	-6.3%
0311	625	DIESEL WHFD	1,834	1,834	2,034	2,034	1,906	(128)	-6.3%
0311	625	DIESEL PW	26,848	26,848	29,777	29,777	27,912	(1,865)	-6.3%
0311	626	GASOLINE WFD#1	3,000	3,000	3,000	3,000	3,000	0	0.0%
0311	626	GASOLINE WHFD	1,800	1,800	1,800	1,800	1,800	0	0.0%
0311	626	GASOLINE PW	600	600	600	600	600	0	0.0%
0311	631	PW DRINKING WATER	250	250	250	250	250	0	0.0%
0311	645	TRAINING & EDUC.	450	450	450	450	450	0	0.0%
0311	650	PARTS & SUPPLIES	2,000	2,000	2,000	2,000	8,000	6,000	300.0%
0311	655	PROT. CLOTHING	6,500	6,500	6,500	6,500	6,500	0	0.0%
0311	680	STONE	0	0	0	0	0	0	#DIV/0!
0311	681	ASPHALT	4,000	4,000	5,000	5,000	15,000	10,000	200.0%
0311	683	CRACK SEAL	7,000	7,000	7,000	7,000	7,000	0	0.0%
0311	684	AGGREGATE	8,000	8,000	8,000	8,000	8,000	0	0.0%
0311	689	STREET SIGNS	5,500	5,500	5,500	5,500	5,500	0	0.0%
0311	690	OFFICE SUPPLIES	2,000	2,000	2,000	2,000	2,000	0	0.0%
0311	700	EQUIPMENT for TRAFFIC CONTROL	0	0	10,000	10,000	0	(10,000)	-100.0%
0311	730	EQUIPMENT PURCHASE	5,000	5,000	5,000	13,504	15,000	10,000	200.0%
0311	810	OSHA REQUIREMENTS	200	200	200	200	200	0	0.0%
0311	940	LEASE PAYMENT PRINCIPAL	65,426	65,426	79,936	78,439	84,398	4,462	5.6%
0311	941	LEASE PAYMENT INTEREST	6,697	6,697	5,057	6,554	6,073	1,016	20.1%
	SUBTOTAL	PW	632,225	632,225	665,766	675,770	710,816	45,050	6.8%
0311	142	SNOW - PW O/T	31,678	31,678	31,678	31,678	31,678	0	0.0%
0311	422	SNOW - REMVL CONT.	46,530	46,530	46,530	46,530	23,265	(23,265)	-50.0%
0311	431	SNOW - EQUIP. MAINT	7,667	7,667	7,667	7,667	7,667	0	0.0%
0311	682	SNOW - SAND	28,244	28,244	28,244	28,244	14,000	(14,244)	-50.4%
0311	687	SNOW - SALT	56,148	56,148	56,148	56,148	87,520	31,372	55.9%
0311	688	SNOW - CALCIUM CHLORIDE	4,385	4,385	4,385	4,385	4,000	(385)	-8.8%
0311	737	SNOW- PLOW EQUIP	9,219	9,219	9,219	9,219	9,219	0	0.0%
	SUBTOTAL	SNOW	183,871	183,871	183,871	183,871	177,349	(6,522)	-3.5%
0311	440	CHIP SEAL - TRUCK RENTAL	20,000	20,000	20,000	9,996	20,000	0	0.0%
0311	575	CHIP SEAL - OIL ROLLER & CHIPPER	115,000	115,000	115,000	115,000	115,000	0	0.0%
0311	680	CHIP SEAL - STONE	10,000	10,000	10,000	10,000	10,000	0	0.0%
0311	681	CHIP SEAL - ASPHALT	145,000	145,000	145,000	145,000	145,000	0	0.0%
0311	683	CHIP SEAL - CRACK SEAL	6,000	6,000	6,000	6,000	6,000	0	0.0%
	SUBTOTAL	CHIP SEAL	296,000	296,000	285,996	285,996	296,000	0	0.0%
0311	TOTAL	PUBLIC WORKS	1,112,096	1,112,096	1,145,637	1,145,637	1,184,165	38,528	3.4%

TOWN OF WILLINGTON
2020-2021 GENERAL GOVERNMENT BUDGET

RSD 19 decrease \$176,019 and BOS \$0

Dept. Obj. Description

		Approved 05/02/18	Adjusted Budget	Expended 6/30/19		
0342	300	2,000	2,000	2,000		
0342	TOTAL	2,000	2,000	2,000		
0351	115	30,152	30,152	31,656		
0351	121	17,064	17,064	14,719		
0351	127	2,700	2,700	5,463		
0351	430	2,000	2,000	0		
0351	521	0	0	0		
0351	522	0	0	0		
0351	523	52,000	58,000	57,605		
0351	524	0	0	0		
0351	525	1,400	1,400	1,279		
0351	526	1,500	1,500	770		
0351	527	85,000	93,000	92,854		
0351	528	500	500	0		
0351	529	0	0	0		
0351	593	200	200	0		
0351	594	7,000	7,000	6,800		
0351	596	650	650	742		
0351	610	2,000	2,000	1,155		
0351	622	2,976	2,976	2,607		
0351	631	200	200	215		
0351	810	1,000	1,000	800		
0351	TOTAL	206,342	220,342	216,665		
0503	300	0	95,404	95,404		
0503	TOTAL	0	95,404	95,404		
0504	300	63,802	63,802	63,802		
0504	TOTAL	63,802	63,802	63,802		
0505	300	0	0	0		
0505	TOTAL	0	0	0		
0506	300	0	0	0		
0506	TOTAL	0	0	0		
0507	300	2,114	2,114	2,114		
0507	TOTAL	2,114	2,114	2,114		

		Approved 05/07/19	Adjusted 4/13/2020	Expended 4/13/2020		
		2,000	2,000	2,000		
		2,000	2,000	2,000		
		30,751	30,751	25,557		
		24,066	24,066	16,234		
		2,700	2,700	3,687		
		2,000	2,000	1,446		
		0	0	0		
		0	0	0		
		52,000	52,000	48,489		
		0	0	0		
		1,400	1,400	662		
		1,500	1,500	660		
		85,000	85,000	72,368		
		500	500	562		
		0	0	0		
		200	200	0		
		7,000	7,000	5,100		
		650	650	535		
		2,000	2,000	5,656		
		2,976	2,976	2,068		
		200	200	126		
		1,000	1,000	0		
		213,943	213,943	183,150		
		0	252,916	252,916		
		0	252,916	252,916		
		145,000	145,000	145,000		
		145,000	145,000	145,000		
		0	0	0		
		0	0	0		
		0	0	0		
		2,182	2,182	2,182		
		2,182	2,182	2,182		

		Budget Request	over 19-20 App Bud	over 19-20 App Bud	% Change
		2,000	0	0	0.0%
		2,000	0	0	0.0%
		31,362	611	611	2.0%
		24,628	562	562	2.3%
		2,700	0	0	0.0%
		2,000	0	0	0.0%
		0	0	0	#DIV/0!
		0	0	0	#DIV/0!
		60,000	8,000	8,000	15.4%
		0	0	0	#DIV/0!
		1,400	0	0	0.0%
		1,500	0	0	0.0%
		94,000	9,000	9,000	10.6%
		500	0	0	0.0%
		0	0	0	#DIV/0!
		0	(200)	(200)	-100.0%
		7,000	0	0	0.0%
		650	0	0	0.0%
		2,000	0	0	0.0%
		2,976	0	0	0.0%
		200	0	0	0.0%
		1,000	0	0	0.0%
		231,916	17,973	17,973	8.4%
		0	0	0	#DIV/0!
		0	0	0	#DIV/0!
		162,556	17,556	17,556	12.1%
		162,556	17,556	17,556	12.1%
		0	0	0	#DIV/0!
		0	0	0	#DIV/0!
		0	0	0	#DIV/0!
		0	0	0	#DIV/0!
		2,182	0	0	0.0%
		2,182	0	0	0.0%

TOWN OF WILLINGTON
2020-2021 GENERAL GOVERNMENT BUDGET

RSD 19 decrease \$176,019 and BOS \$0
FY 2018-2019

Dept Obi Description

Approved 05/02/18 Adjusted Budget Expended 6/30/19

Approved 05/07/19 Adjusted 4/13/2020 Expended 4/13/2020

Budget Request over 19-20 over 19-20 % Change App Bud over 19-20 % Change App Bud

0510	200	ACCRUED SICK DAYS	25,000	25,000	25,000	20,000	20,000	20,000	(5,000)	-25.0%
0510	TOTAL	ACCRUED SICK DAYS	25,000	25,000	25,000	20,000	20,000	20,000	(5,000)	-25.0%
0511	300	DOG FUND GRANT	22,040	22,040	22,040	22,401	22,401	22,401	3,480	15.5%
0511	TOTAL	DOG FUND GRANT	22,040	22,040	22,040	22,401	22,401	22,401	3,480	15.5%
0512	300	REC. COMIM GRANT	58,245	58,245	58,245	69,169	69,169	69,169	1,406	2.0%
0512	TOTAL	REC. COMIM GRANT	58,245	58,245	58,245	69,169	69,169	69,169	1,406	2.0%
0513	300	HUMAN SERVICES GRANT	48,579	48,579	48,579	48,579	48,579	48,579	0	0.0%
0513	TOTAL	HUMAN SERVICES GRANT	48,579	48,579	48,579	48,579	48,579	48,579	0	0.0%
0515	300	OPEN SPACE	0	0	0	30,000	30,000	30,000	(30,000)	-100.0%
0515	TOTAL	OPEN SPACE GRANT	0	0	0	30,000	30,000	30,000	(30,000)	-100.0%
0517	300	LIBRARY GRANT	180,069	180,069	180,069	187,036	187,036	187,036	26,122	14.0%
0517	TOTAL	LIBRARY GRANT	180,069	180,069	180,069	187,036	187,036	187,036	26,122	14.0%
0518	300	EMERGENCY PREPAREDNESS	0	0	0	0	0	0	0	#DIV/0!
0518	TOTAL	EMERGENCY PREPAREDNESS	0	0	0	0	0	0	0	#DIV/0!
0811	200	SOCIAL SECURITY	88,508	88,508	75,652	84,864	84,864	62,017	2,091	2.5%
0811	TOTAL	SOCIAL SECURITY	88,508	88,508	75,652	84,864	84,864	62,017	2,091	2.5%
0821	200	UNEMPLOYMENT	9,195	19,908	16,122	8,000	8,000	1	(7,000)	-87.5%
0821	TOTAL	UNEMPLOYMENT	9,195	19,908	16,122	8,000	8,000	1	(7,000)	-87.5%
0831	200	EMPLOY.HLTH INS. WAIVERS	3,000	3,000	0	3,000	3,000	0	450	15.0%
0831	231	EMPLOY HEALTH INS	302,630	242,795	204,579	282,824	204,781	154,820	(30,909)	-10.9%
0831	232	EMPLOY DENTAL INS	14,825	14,825	9,330	12,323	12,323	6,306	(145)	-1.2%
0831	233	EMPLOY LIFE INS	1,344	1,344	1,104	1,344	1,344	744	(53)	-3.9%
0831	TOTAL	EMPLOYEE INSURANCES	321,799	261,964	215,013	299,491	221,448	161,870	(30,657)	-10.2%
0841	200	RETIREMENT BENEFIT SBO	2,220	2,220	2,220	2,264	2,264	1,742	45	2.0%
0841	241	PENSION INSURANCE	1,630	1,630	1,429	1,630	1,630	0	0	0.0%
0841	242	SIMPLE IRA MATCH	31,894	31,894	21,129	28,070	28,070	14,994	33	0.1%
0841	243	ADMIN FEES	4,670	4,670	5,270	4,605	4,605	5,305	0	0.0%
0841	244	PENSION FUNDING	16,182	16,182	16,182	17,011	17,011	0	1,760	10.3%
0841	TOTAL	PENSION FUND	56,596	56,596	46,229	53,580	53,580	22,040	1,838	3.4%

FY 2020-2021 REVISED 4-16-2020

Dept #	Budget Request Was	Budget Request New	Line item change	Budget Increase (Decrease)	Comments
19-20 BOS approved			3,489,021		
20-21 BOS 1st run			3,901,955	412,934	11.8%
311-133	108,244	56,722	(51,522)		was 2 drivers, now only 1(Todd)
new	0	52,000	52,000		add new mechanic position
311-430	20,000	15,000	(5,000)		road maintenance
311-440	7,500	3,000	(4,500)		equipment rentals
311-573	30,000	25,000	(5,000)		tree removal stay flat
311-610	7,500	4,000	(3,500)		misc supplies
311-645	600	450	(150)		training ad ed
311-680	2,500	1,500	(1,000)		stone
311-683	10,000	7,000	(3,000)		crack seal
311-684	15,000	10,000	(5,000)		aggregate
0302-681	250,000	195,000	(55,000)		CHIP SEAL - asphalt
0302-683	15,000	10,000	(5,000)		CHIP SEAL - crack seal
351-121	17,045	25,738	8,693		Asst Op s/be 3 days vs 2 days
351-430	5,750	4,000	(1,750)		maintenance
351-593	200	0	(200)		rodent control
351-610	4,000	3,000	(1,000)		general supplies
			(80,929)	332,005	9.5%
831-231	281,774	300,642	18,868		placeholder salary increases
			(62,061)	350,873	10.1%
511-300	22,381	25,881	3,500		TN communication program
			(58,561)	354,373	10.2%
504-300	97,118	165,011	67,893		approved CIP year 1
311-940	113,582	109,065	(4,517)		new truck budget was 2 pymts, CIP now 1 plus
930-930	120,775	109,014	(11,761)		sm dump and ford explorer 1 pymt
			(6,946)	405,988	approved CIP year 1
311-XXX	52,000	0	(52,000)		11.6%
311-430	15,000	14,000	(1,000)		NEW MECHANIC
311-435	75,000	60,000	(15,000)		road maintenance
311-440	3,000	0	(3,000)		PW VEHICLE MAINTENANCE
311-577	900	1,000	100		equipment rentals
311-610	4,000	3,000	(1,000)		drug test and cdl physicals
311-612	10,000	8,350	(1,670)		misc supplies
311-650	10,000	8,000	(2,000)		building maint supplies
311-680	1,500	0	(1,500)		parts and supplies
311-681	20,000	15,000	(5,000)		stone
311-684	10,000	8,000	(2,000)		asphalt
311-700	10,000	0	(10,000)		aggregate
311-730	25,000	15,000	(10,000)		equipment for traffic control
			(10,000)		equipment purchase

Dept #	Budget Request Was	Budget Request New	Line item change	Budget Increase (Decrease)	Comments
311-431	8,000	7,667	(333)		snow - equip maintenance
311-687	120,000	100,000	(20,000)		snow - salt
311-737	10,000	9,219	(781)		snow - plow equipment
311-575	150,000	115,000	(35,000)		chip seal - oil roller and chipper
311-681	195,000	145,000	(50,000)		CHIP SEAL - asphalt
311-683	10,000	6,000	(4,000)		CHIP SEAL - crack seal
351-121	25,738	24,628	(1,110)		transfer station assistant operator
351-430	4,000	2,000	(2,000)		maintenance
351-523	66,000	60,000	(6,000)		bulk waste disposal
351-610	3,000	2,000	(1,000)		general supplies
831-200	4,050	3,450	(600)		employee health ins waivers
831-231	300,642	276,786	(23,856)		employee health ins
831-232	12,323	12,178	(145)		employee dental ins
831-233	1,344	1,291	(53)		employee life ins
			(255,894)	157,040	4.5%
930-CIP	109,014	95,014	(14,000)		CES Chip Seal Lower (main) lot
930-CIP	95,014	87,014	(8,000)		HMS Paint Library
930-CIP	87,014	63,565	(23,449)		TOB Basement Concrete Floor
930-CIP	63,565	48,565	(15,000)		SENIOR CENTER Handicap Bus Replace
930-CIP	48,565	36,565	(12,000)		SENIOR CENTER Painting
311-940	109,065	92,852	(16,213)		1 lease pymt replace 2007 international
311-940	92,852	87,478	(5,374)		1 lease pymt replace Small dump
311-940	87,478	84,398	(3,080)		1 lease pymt Ford Explorer replace Troy's truck
504-300	165,011	162,556	(2,455)		FUND TRANSFER Capital Reserve
			(355,465)	57,469	1.6%
311-124	25,474	15,285	(10,189)		Admin Asst was 25 hrs; now 15 hours
137-115	43,029	40,904	(2,125)		Rev Collector increase was 2-1-1-2; now 0-1-1-0
811-200	91,304	86,955	(4,349)		Soc Sec: delete mechanic, admin asst now 15 hrs
841-242	31,035	28,103	(2,932)		Simple IRA: delete mechanic, admin asst now 15 hrs
831-231	276,786	270,776	(6,010)		ee health; new rates from broker 2.24.20
831-231	270,776	251,915	(18,861)		ee health; delete placeholder 1.5% sal inc
			(399,931)	13,003	0.4%
111-150	68,383.00	67,042.00	(1,341)		1st Selectman salary no inc
137-115	40,904	41,722	818		Rev Collector increase was 0-1-1-0; now 2-1-1-0
311-687	100,000	87,520	(12,480)		SNOW - Salt
			(412,934)	0	0.0%

CIP WAS 599,571;
NOW 500,000

STATE OF CONNECTICUT

BY HIS EXCELLENCY

NED LAMONT

EXECUTIVE ORDER NO. 7S

**PROTECTION OF PUBLIC HEALTH AND SAFETY DURING COVID-19 PANDEMIC AND
RESPONSE – SAFE STORES, RELIEF FOR POLICYHOLDERS, TAXPAYERS, AND
TENANTS**

WHEREAS, on March 10, 2020, I issued a declaration of public health and civil preparedness emergencies, proclaiming a state of emergency throughout the State of Connecticut as a result of the coronavirus disease 2019 (COVID-19) outbreak in the United States and confirmed spread in Connecticut; and

WHEREAS, pursuant to such declaration, I have issued seventeen (17) executive orders to suspend or modify statutes and to take other actions necessary to protect public health and safety and to mitigate the effects of the COVID-19 pandemic; and

WHEREAS, COVID-19 is a respiratory disease that spreads easily from person to person and may result in serious illness or death; and

WHEREAS, the World Health Organization has declared the COVID-19 outbreak a pandemic; and

WHEREAS, the risk of severe illness and death from COVID-19 appears to be higher for individuals who are 60 years of age or older and for those who have chronic health conditions; and

WHEREAS, to reduce the spread of COVID-19, the United States Centers for Disease Control and Prevention and the Connecticut Department of Public Health recommend implementation of community mitigation strategies to increase containment of the virus and to slow transmission of the virus, including cancellation of gatherings of ten people or more and social distancing in smaller gatherings; and

WHEREAS, my Executive Order No. 7N imposed certain safety restrictions and mandates on retail establishments in order to limit the spread of COVID-19 among customers, employees, and others entering such establishments; and

WHEREAS, there exists a compelling state interest in a consistent and easily understandable statewide approach to reducing the risk of transmission of COVID-19 among customers, staff, and other persons entering retail establishments, to limit community transmission of COVID-19 statewide, and to ensure the continuity of essential retail services and safe conduct of permitted non-essential retail services; and

WHEREAS, widespread financial hardship caused by the COVID-19 pandemic and necessary responses to it may prevent policyholders from timely payment of insurance premiums, and any resulting penalties, including cancellation or non-renewal of policies, create additional hardship, cause further damage to the economy, and endanger property and public health; and

WHEREAS, to encourage social distancing and protect public health and safety, my Executive Order 7D, dated March 16, 2020 and Executive Order 7G, dated March 19, 2020, closed bars and restaurants to all on-premise service of food and beverages; and

WHEREAS, many businesses may be experiencing lost revenue from the prohibition of on-premise food and beverage sales, which will hinder their ability to make timely payments to their creditors; and

WHEREAS, the State of Connecticut serves many elders and disabled individuals through multiple home and community based services waivers and Medicaid state plan benefits under the Medicaid program, including clients of the Department of Social Services, Department of Mental Health and Addiction Services and the Department of Developmental Services, who rely upon these home-based services to remain in their homes, avoid institutionalization and achieve maximum independence and functioning, and certain adjustments to the provision of services under these various waivers are necessary to ensure continuity of services and provide greater flexibility during COVID-19;

WHEREAS, the Centers for Medicare & Medicaid Services has advised the Department of Social Services that it may, on an expedited basis, and without providing a notice and comment period, take advantage of opportunities included in Appendix K to the Home and Community Based Waivers under Section 1915(c), as well as Sections 1115 (a) and 1135, of the Social Security Act, and also including, as applicable, amendments to Medicaid state plan provisions under other relevant provisions, such as sections 1915(i), 1915(k) and 1945 of the Social Security Act, in order to act quickly to address critical health needs of Medicaid beneficiaries and others in Connecticut in response to COVID-19; and

WHEREAS, Chapter 204 of the Connecticut General Statutes sets forth tax collection deadlines that will be difficult for residential and commercial property owners to meet in light of the significant job and economic losses experienced by Connecticut residents and businesses; and

WHEREAS, municipalities have sought relief on behalf of taxpayers who are struggling due to business operations being suspended or ceased, layoffs and other complications due to the COVID-19 pandemic; and

WHEREAS, certain municipal charters, ordinances or resolutions require critical town fiscal and budgetary decisions to be voted on by referendum or town meeting that create a risk to public health; and

WHEREAS, Sections 12-170aa(e) and (f) and Sections 12-129b and 12-129c of the Connecticut General Statutes require municipalities to conduct specific duties, including but not limited to processing tax relief claims that require in-person meetings and application filing requirements for taxpayers who have attained age sixty-five or over or are totally disabled; and

WHEREAS, Section 12-62 of the Connecticut General Statutes requires municipalities to conduct in-person inspections which will create increased risk of transmission of COVID-19; and

WHEREAS, Section 12-63c of the Connecticut General Statutes requires taxpayer filings based on information in Income and Expense Statements by Assessors, which were previously extended under Executive Order 7I, Section 15; and

WHEREAS, it will promote the public health and safety of all Connecticut residents to prohibit evictions during the public health and civil preparedness emergency; and

WHEREAS, the Judicial Branch has suspended all evictions and ejectment proceedings and Executive Order No. 7G suspended non-critical court operations;

NOW, THEREFORE, I, NED LAMONT, Governor of the State of Connecticut, by virtue of the authority vested in me by the Constitution and the laws of the State of Connecticut, do hereby **ORDER AND DIRECT**:

1. **Safe Stores Mandatory Statewide Rules, Amending Executive Order No. 7N, Sec. 3.** Effective upon the opening of each retail establishment for the first time on April 3, 2020, every retail establishment in the State of Connecticut shall take additional protective measures to reduce the risk of transmission of COVID-19 between and among customers, employees, and other persons such as delivery drivers or maintenance people. The Commissioner of Economic and Community Development, in consultation with the Commissioner of Public Health, shall issue mandatory statewide rules prescribing such additional protective measures no later than 11:59 p.m. on April 1, 2020. Such rules shall be mandatory throughout the state and shall supersede and preempt any current or future municipal order and shall supersede the requirements of Executive Order No. 7N, Sec. 3, providing that nothing in this order shall eliminate or reduce the requirements of Executive Order No. 7N, Sec. 3 regarding firearms transactions.
2. **60-Day Grace Period for Premium Payments, Policy Cancellations and Non-Renewals of Insurance Policies.** Beginning on April 1, 2020, for a period of sixty (60) calendar days ending on June 1, 2020, no insurer may, without a court order, lapse, terminate or cause to be forfeited a covered insurance policy because a covered policyholder does not pay a premium or interest or indebtedness on a premium under the policy that is due except as provided hereunder. This grace period shall apply to entities licensed or regulated by the Insurance Department including admitted and non-admitted insurance companies that provide any insurance coverage in Connecticut including, life, health, auto, property, casualty and other types of insurance as follows:
 - a. Insurers shall provide such 60-day grace period to individuals that have individual insurance policies who, as a result of the COVID-19 pandemic, were laid off, furloughed, or fired from employment or otherwise sustained a significant loss in revenue. Such individuals may be required to provide an affidavit or other statement acceptable to their insurance carrier, explaining that as a result of the COVID-19 pandemic they were laid

off, furloughed, or fired from employment or otherwise sustained a significant loss in revenue.

- b. Insurers shall provide such 60-day grace period to businesses that are group policyholders, have group insurance and/or have property/casualty insurance that were required to close or significantly reduce operations or suffered significant revenue loss as a result of the COVID-19 pandemic. Such businesses may be required to provide an affidavit or other statement acceptable to their insurance carriers, explaining that as a result of the COVID-19 pandemic, they were required to close or significantly reduce their business operations or suffered a significant revenue loss.
 - c. This 60-day grace period is not automatic. To be eligible, affected policyholders must provide the information outlined above in an affidavit or other statement acceptable to their insurance carriers. Carriers shall provide instructions on how policyholders are to provide such information.
 - d. Policyholders are advised that this grace period is not a waiver or forgiveness of the premium; it is only an extension of time in which to pay premiums. Policyholders are advised that they may be subject to restrictions if they are in receipt of state or federal stimulus funding relating to COVID-19.
 - e. Individuals or businesses that do not meet the criteria for the 60-day grace period set forth above, will need to contact their insurance carrier should they wish to discuss a premium deferral.
 - f. This order does not apply to self-funded health plans.
 - g. If a carrier has already provided a policyholder with a 60-day grace period for March and April 2020 premiums, or offers to provide a 60-day grace period for that time frame and it is accepted, the carrier will be deemed to have satisfied the requirements of this Executive Order with respect to that policyholder.
 - h. This 60-day grace period shall only apply to policyholders that were in good standing with their insurance carrier on March 12, 2020, and shall only apply to premiums due after the initial premium has been made to secure coverage.
 - i. This 60-day grace period applies only to cancellation or non-renewals attributed to a failure to pay premiums during the applicable 60-day grace period. If a policy is to be cancelled or non-renewed for any other allowable reason, the cancellation or non-renewal may be made pursuant to statutory notice requirements and for legally recognized reasons.
3. **Extension of 30-Day Period of Credit for Liquor Permittees.** Section 30-48(b) of the Connecticut General Statutes and Sections 30-6-A36 and 30-6-A37a of the Regulations of Connecticut State Agencies, which permit no more than a thirty-day period of credit, from

manufacturers, wholesalers, or others specified in such statute and regulations, is modified so that the maximum period of credit shall be ninety days after the date of delivery for all permittees prohibited from engaging in on-premise sales per Executive Order No. 7D, as amended by Executive Order No. 7H. The extension of credit shall not apply to permits that were delinquent at the time Executive Order No. 7D became effective on March 16, 2020. The period of delinquency shall begin on the ninety-first day after the date of delivery. All other requirements under the above-referenced statute and regulations shall apply, except as modified to reflect the increased period of credit, and the standard thirty-day period of credit shall continue to apply to all permittees whose businesses who were not engaging in on-premise sales at the time Executive Order No. 7D became effective. The credit extension shall remain in effect for any delivery made prior to the time Executive Order No. 7D expires or is terminated, or if extended or renewed, through any period of extension or renewal.

4. **Daily Payment of Certain Taxes Changed to Weekly.** Section 12-575 (h) of the Connecticut General Statutes is modified so that the licensee authorized to operate off-track betting in Connecticut shall file with the Department of Consumer Protection: a daily electronic report of the amount of wagers collected; and, no later than 12:00 PM every Tuesday, the tax filing and payment for the week preceding.
5. **Flexibility to Amend Medicaid Waivers and State Plan.** Section 17b-8 of the Connecticut General Statutes, to the extent that it requires: the submission of proposed applications to submit waivers or make certain amendments to Medicaid waivers or the Medicaid state plan (for such amendments that would have required a waiver but for the Affordable Care Act) to the joint standing committees having cognizance of matters relating to human services and appropriations; a 30-day public notice and comment period prior to submission of the proposed amendments to said committees; the holding of a public hearing by said committees; and the approval of the applications for amendment by said committees, is modified retroactive to the declaration of public health and civil preparedness emergency on March 10, 2020, to authorize the Commissioner of Social Services, on an expedited basis, to exercise the waiver flexibilities provided in response to COVID-19 and afforded by Appendix K to the Home and Community Based Waivers under Section 1915(c), as well as Sections 1115 (a) and 1135, of the Social Security Act and also including, as applicable and in response to COVID-19, amendments to Medicaid state plan provisions under other relevant provisions, such as sections 1915(i), 1915(k) and 1945 of the Social Security Act. The suspension of the aforesaid requirements is limited solely to emergency waivers related to the COVID-19 declared public health and civil preparedness emergencies.
6. **Suspension and Modification of Tax Deadlines and Collection Efforts.** Notwithstanding any contrary provisions of Chapter 204 of the Connecticut General Statutes or of any special act, charter, home-rule ordinance, local ordinance or other local law, there shall be established two programs to offer support to eligible taxpayers, businesses, nonprofits, and residents who have been economically affected by the COVID-19 pandemic. Such programs shall be known as the "Deferment Program" and the "Low Interest Rate Program." Each

municipality, as defined in section 7-148 of the general statutes, by determination of its local legislative body, or, in any town in which the legislative body is a town meeting, by a vote of the board of selectmen, shall participate in one or both programs and shall notify the Secretary of the Office of Policy and Management no later than April 25, 2020, about which program or programs it is electing to participate in.

- a. **Deferment Program.** During the period of March 10, 2020, the date that I declared the public health and civil preparedness emergency, through and including July 1, 2020, municipalities participating in the Deferment Program shall offer to eligible taxpayers, businesses, nonprofits, and residents a deferment by ninety (90) days of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric rates, charges or assessments for such tax, rate, charge, or assessment from the time that it became due and payable. Eligible taxpayers, businesses, nonprofits, and residents are those that attest to or document significant economic impact by COVID-19, and/or those that document they are providing relief to those significantly affected by the COVID-19 pandemic. The Secretary of the Office of Policy and Management shall issue guidance as to which taxpayers, businesses, nonprofits, and residents shall be considered eligible for the Deferment Program, but participating municipalities may, upon approval of its local legislative body, or, in any town in which the legislative body is a town meeting, by a vote of the board of selectmen, extend eligibility for the deferment program to other categories of taxpayers, businesses, nonprofits, and residents.
- b. **Low Interest Rate Program.** For municipalities participating in the Low Interest Rate Program, notwithstanding Section 12-146 of the General Statutes, (i) the delinquent portion of the principal of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric charges or assessments or part thereof shall be subject to interest at the rate of three (3) per cent per annum for ninety days from the time when it became due and payable until the same is paid, for any such tax, rate, charge, or assessment due and payable from March 10 through and including July 1, 2020, unless such delinquent portion is subject to interest and penalties at less than three (3) per cent per annum. Following the ninety days, the portion that remains delinquent shall be subject to interest and penalties as previously established; and (ii) any portion of the principal of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric rates, charges or assessments or part thereof that had been delinquent on or prior to March 10, shall be subject to interest at the rate of three (3) per cent per annum for ninety days from this Order, unless such delinquent portion is subject to interest and penalties at less than three (3) per cent per annum. Following the ninety (90) days, the portion that remains delinquent shall be subject to interest and penalties as previously established.
- c. **Eligibility of Landlords.** In order for a landlord, or any taxpayer that rents or leases to any commercial, residential, or institutional tenant or lessee, to be eligible for the Deferment Program, said landlord must provide documentation to the municipality that the parcel has or will suffer a significant income decline or that commensurate

forbearance was offered to their tenants or lessees. Any taxpayer that rents or leases to any commercial, residential, or institutional tenant or lessee shall only be eligible for the Low Interest Rate Program if said landlord offers commensurate forbearance to tenants or lessees, upon their request.

- d. **Escrow Payments.** Financial institutions and mortgage servicers that hold property tax payments in escrow on behalf of a borrower shall continue to remit property taxes to the municipality, so long as the borrower remains current on their mortgage or is in a forbearance or deferment program, irrespective of the borrower's eligibility for or participation in the Deferment Program or the Low Interest Rate Program.
- e. **Liens Remain Valid.** Nothing in this order affects any provision of the Connecticut General Statutes relating to continuing, recording and releasing property tax liens and the precedence and enforcement of taxes, rates, charges and assessments shall remain applicable to any deferred tax, rate, charge or assessment or installment or portion thereof.

7. **Allowance of Suspension of In-Person Voting Requirements for Critical and Time Sensitive Municipal Fiscal Deadlines.** Notwithstanding any contrary provision of the Connecticut General Statutes, including Title 7, or any special act, municipal charter, ordinance or resolution that conflicts with this order, the legislative body of a municipality, or in a municipality where the legislative body is a town meeting other than a representative town meeting, the board of selectmen, and the budget-making authority of said municipality if different from the legislative body or board of selectmen, by majority vote of each such body, as applicable, may authorize (i) any supplemental, additional or special appropriations under Section 7-348 of the Connecticut General Statutes or comparable provisions of any special act, municipal charter or ordinance, (ii) any tax anticipation notes to be issued under Section 7-405a of the Connecticut General Statutes or comparable provisions of any special act, municipal charter or ordinance, or (iii) municipal general obligation bonds or notes to be issued in anticipation of such bonds to be issued pursuant to Chapter 109 of the Connecticut General Statutes for capital improvement purposes, without complying with any requirements for in-person approval by electors or taxpayers, including but not limited to, annual or special town meetings requiring votes or referenda. Notwithstanding the foregoing, if the legislative body and budget-making authority, if they are separate entities, are taking any action specified in (ii) or (iii) above, or any action under (i) above, which involves an appropriation in an amount in excess of 1% of the current year's total municipal budget without complying with any in-person approval requirements normally required by statute, special act, municipal charter, ordinance or resolution, such body(ies) shall make specific findings that such actions are necessary to permit the orderly operation of the municipality and that there is a need to act immediately and during the duration of the public health and civil preparedness emergency in order to avoid endangering public health and welfare, prevent significant financial loss, or that action is otherwise necessary for the protection of persons and property within the municipality. In so acting, the legislative body and, if different from the legislative body, the budget-making

authority of the municipality, shall comply with open meeting requirements set forth in Executive Order No. 7B. All conditions precedent to any such approval, including without limitation, public notices, hearings or presentations, shall proceed in a manner as closely consistent with the applicable statutes, special acts, town charters, municipal ordinances, resolutions or procedures as possible, and in compliance with the open meeting provisions set forth in Executive Order 7B. Nothing in this order shall be construed to prohibit a municipality from conducting any in-person meeting, approval process, or referendum, provided such municipality first consults with local or state public health officials and conducts such meeting, approval process, or referendum in a way that significantly reduces the risk of transmission of COVID-19

8. **Suspension of Reapplication Filing Requirement for the Homeowners' Elderly/Disabled Circuit Breaker Tax Relief Program and for the Homeowners' Elderly/Disabled Freeze Tax Relief Program.** The biennial filing requirements under Sections 12-170aa(e) and (f) and Sections 12-129b and 12-129c of the Connecticut General Statutes for any taxpayers who were granted the benefit for the Grand List year 2017 and who is required to recertify for the Grand List year 2019, are suspended and such taxpayers shall automatically maintain their benefits for the next biennial cycle ending in Grand List year 2021.
9. **Substitution of Full Inspection Requirements Pertaining to October 1, 2020 Grand List Revaluations.** The requirement set forth under Section 12-62 of the Connecticut General Statutes pertaining to October 1, 2020 Grand List revaluations that require a full interior inspection of property, for which such interior inspection that has not yet been completed, is suspended and replaced with the alternative requirement to send a questionnaire to the owner as outlined in Section 12-62(b)(4).
10. **Extension of Deadline to File Income and Expense Statement.** The taxpayer filing deadline set forth under Section 12-63c of the Connecticut General Statutes is extended to August 15, 2020.
11. **Suspension of Non-Judicial Tax Sales.** Notwithstanding any contrary provision of the Connecticut General Statutes, including but not limited to Section 12-157 or Section 7-258, or any special act, municipal charter or ordinance that conflicts with this order, (1) no municipality nor water pollution control authority may conduct any sale pursuant to General Statutes Section 12-157 or Section 7-258, until thirty days after the end of the public health and civil preparedness emergency, including any period of renewal or extension of such emergency. Any sale for which notice had been filed prior to March 10, 2020 shall be adjourned by operation of law to a date to be determined by the tax collector. Such adjourned date shall be no earlier than thirty days after the end of the public health and civil preparedness emergency; and (2) For any sales held under Section 12-157 or Section 7-258 that were conducted prior to March 10, 2020, any six-month redemption period in General Statutes Section 12-157 shall be extended for the number of calendar days the public health and civil preparedness emergency remains in effect. The time period from March 10, 2020 to the end of the emergency shall be considered a

“holding period.” Redemption interest during said holding period shall be charged at a monthly rate equivalent to three per cent per annum.

Unless otherwise specified herein, this order shall take effect immediately and shall remain in effect for the duration of the public health and civil preparedness emergency, unless earlier modified or terminated by me.

Dated at Hartford, Connecticut, this 1st day of April, 2020.



Ned Lamont
Ned Lamont
Governor

By His Excellency's Command



Denise W. Merrill
Secretary of the State

