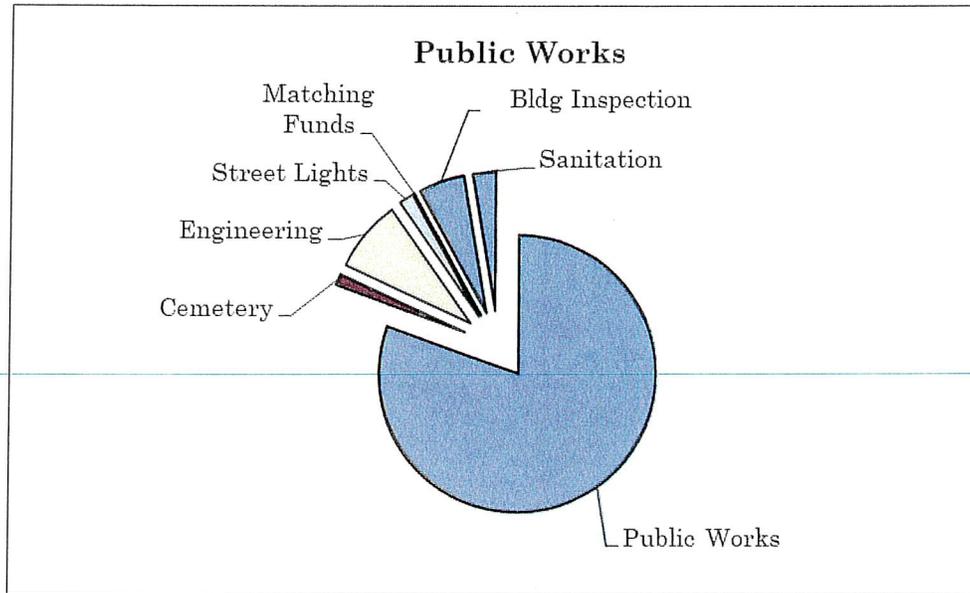


Public Works



Public Works represents 22.02% of the total General Government budget. Within this category are seven division areas.

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3100 ROADS & DRAINAGE

PROGRAM COMMENTARY

This Program represents staffing for the daily operational needs to maintain the infrastructure of the Town. Direct services to the public include mowing of select open spaces and roadsides, public tree maintenance, street signs and markings, street sweeping, roadside trash and litter collection, roadway drainage maintenance, road construction and resident requests.

Indirect services provided by the division are warehousing furniture and equipment, trucking/hauling materials. In addition, support is provided to the school system, Building Maintenance and construction contractors, Parks and Recreation programs, and other Town Departments in many capacities.

Town of Coventry Staffing Chart by Department

Regular full-time and part-time positions

Public Works Department	FY2025-26	FY2026-27
Roads and Drainage		
Maintainer IV	1	1
Maintainer III	2	2
Maintainer IIA	2	2
Maintainer IIB	1	1
Maintainer I	2	2

Town of Coventry
Town Manager's Proposed Budget
FY 2026/27

Account ID	Description	FY25 Actual	FY26 Adopted	FY26 Actual	Dept Head	Town Manager	\$ Incr/(Decr)	% Incr/(Decr)
ROADS & DRAINAGE								
110-3100-51010	REGULAR FULL TIME	574,815	584,124	264,878	608,305	608,305	24,181	4.14%
110-3100-51030	OVERTIME	22,420	18,000	29,740	28,000	23,000	5,000	27.78%
110-3100-51040	TEMPORARY	0	0	0	24,000	0	0	
110-3100-51100	LONGEVITY	10,250	10,000	10,400	10,000	10,000	0	0.00%
110-3100-51110	DIFFERENTIAL	3,411	3,000	375	3,000	3,000	0	0.00%
110-3100-52070	OTHER PROFESSIONAL SERVICES	21,884	6,000	3,500	15,000	6,500	500	8.33%
110-3100-52200	EQUIPMENT RENTAL	250	0	0	500	500	500	
110-3100-52220	MEALS	0	75	0	75	75	0	0.00%
110-3100-53090	CLOTHING SAFETY EQUIPMENT	1,366	2,500	269	2,500	2,500	0	0.00%
110-3100-53140	HAND TOOLS	1,362	1,500	476	1,500	1,500	0	0.00%
110-3100-53160	CEMENT SAND SALT GRAVEL	9,790	15,000	1,759	25,000	16,000	1,000	6.67%
110-3100-53170	GROUND SUPPLIES	7,351	7,500	1,641	10,000	8,000	500	6.67%
110-3100-53180	STREET CLEANING SUPPLIES	1,924	2,500	411	2,500	2,500	0	0.00%
110-3100-53200	TRAFFIC CONTROL SIGNS	5,595	8,000	2,741	8,000	8,000	0	0.00%
110-3100-53280	ASPHALT/HOT & COLD PATCH	5,102	25,000	88	30,000	26,000	1,000	4.00%
110-3100-54050	OTHER EQUIPMENT	2,451	2,250	1,803	19,000	5,000	2,750	122.22%
Total ROADS & DRAINAGE		667,971	685,449	318,081	787,380	720,880	35,431	5.17%

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3101 PUBLIC WORKS BUILDING

PROGRAM DESCRIPTION

This activity tracks the true cost of operation of the Public Works Facility. This includes service contracts, building equipment repairs and maintenance, communication equipment and alarm maintenance, utility and fuel costs and custodial supplies.

Town of Coventry Staffing Chart by Department

Regular full-time and part-time positions

Public Works Department	FY2025-26	FY2026-27
Building Maintenance		
Maintainer I-Custodian	1	1

3102 SNOW REMOVAL

PROGRAM DESCRIPTION

This activity covers the expense of materials including deicing materials to treat roadways, parking lots and sidewalks during the winter months. Also included in this activity are overtime salaries and supplemental equipment repair support to keep Town, Association and select private roadways open to traffic during winter conditions. Efforts include plowing, salting/sanding, snow removal, and road condition evaluations necessary to provide safe travel on approximately 240 lane miles of town roads. In addition, the Town plows and deices 20 miles of Private Association roads for public safety.

Storm activity and goals are: 1.) To maintain at least one travel lane on major travel roads during storm conditions by plowing and/or deicing. 2.) Open up all other roads as storm conditions dictate. 3.) Push back snow to the full width of the roads and retreat with deicing materials. These actions start prior to winter storm conditions and continue throughout the storm. Clean up of all roads and Town Facilities will take a five to six hour commitment after an average storm event has ended. Roads are pushed back at the end of the storm with this work being done during normal working hours whenever possible. Cost of this program is driven by when the winter storm events take place and storm duration and intensity.

PROGRAM COMMENTARY

This program consists of the material and support system costs generally associated with the winter season. The primary function of this program is to provide for as timely and effective winter snow and ice removal operation. This program is accomplished within budgeted funds, established policies and in accordance with the Town Charter and State Statute.

Town of Coventry
Town Manager's Proposed Budget
FY 2026/27

Account ID	Description	FY25 Actual	FY26 Adopted	FY26 Actual	Dept Head	Town Manager	\$ Incr/(Decr)	% Incr/(Decr)
SNOW REMOVAL								
110-3102-51030	OVERTIME	138,350	80,250	0	100,250	90,250	10,000	12.46%
110-3102-51110	DIFFERENTIAL	222	1,000	0	1,000	1,000	0	0.00%
110-3102-52140	EQUIPMENT REPAIRS	0	1,000	1,000	1,000	1,000	0	0.00%
110-3102-52220	MEALS	3,132	2,000	216	2,000	2,000	0	0.00%
110-3102-53120	EQUIPMENT PARTS	7,964	7,500	2,524	7,500	7,500	0	0.00%
110-3102-53160	CEMENT SAND SALT GRAVEL	135,413	120,000	0	160,000	130,000	10,000	8.33%
110-3102-53210	OTHER PURCHASED	5,777	7,300	589	7,300	7,300	0	0.00%
110-3102-54050	OTHER EQUIPMENT	5,952	6,000	5,950	6,000	6,000	0	0.00%
Total SNOW REMOVAL		296,810	225,050	10,279	285,050	245,050	20,000	8.89%

3103 FACILITY MAINTENANCE

PROGRAM DESCRIPTION

The Facility Maintenance Division is charged with maintaining all Town owned Buildings recreation areas and school athletic fields. Properties supported include Town Hall, Senior Center and Community Center, Miller Richardson Park, Laidlaw Park, Patriot's Park, Riverview Trail, Wood Trail, Lisicke Beach, Creaser Park, Town Greens, Mill Brook Park, Coventry High School, Nathan Hale Middle School, Coventry Grammar School and Robertson School. This includes two Town beaches, four school grounds, nine soccer fields, five baseball diamonds, five softball diamonds, one running track two football fields and three miles of hiking trails. Total acreage maintained is approximately 300 acres. This division works with the Highway Division during winter snow removal operations. Staffing includes one Crew Leader and three Maintainer I positions. Work activities are coordinated with the Recreation Department, Human Services, Superintendent of Schools and other Town Departments as needed.

PROGRAM COMMENTARY

As the function and role of the division and its responsibilities and capabilities continue to evolve, and with our organization's role continuously being redefined, adjustments to long range planning and operational policy are required. This has led to much diversification for this program, which is responsible for semi-skilled interior repair and maintenance, and most exterior building maintenance issues.

Town of Coventry Staffing Chart by Department

Regular full-time and part-time positions

Public Works Department **FY2025-26** **FY2026-27**

Facility Maintenance

Maintainer IV	1	1
Maintainer III	1	1
Maintainer IIA	1	1
Maintainer I	4	4

Town of Coventry
Town Manager's Proposed Budget
FY 2026/27

Account ID	Description	FY25 Actual	FY26 Adopted	FY26 Actual	Dept Head	Town Manager	\$ Incr/(Decr)	% Incr/(Decr)
FACILITY MAINTENANCE								
110-3103-51010	REGULAR FULL TIME	383,748	365,324	196,189	454,293	375,843	10,519	2.88%
110-3103-51030	OVERTIME	2,640	2,000	3,394	4,000	2,600	600	30.00%
110-3103-51040	TEMPORARY	16,640	20,000	8,988	24,000	20,000	0	0.00%
110-3103-51100	LONGEVITY	2,850	3,600	3,000	3,050	3,050	(550)	-15.28%
110-3103-51110	DIFFERENTIAL	45	350	0	350	350	0	0.00%
110-3103-52070	OTHER PROFESSIONAL SERVICES	4,499	4,500	1,028	500	300	(4,200)	-93.33%
110-3103-52130	SERVICE CONTRACTS	270	400	0	4,400	2,400	2,000	500.00%
110-3103-52140	EQUIPMENT REPAIRS	693	0	0	0	0	0	
110-3103-52200	EQUIPMENT RENTAL	0	0	800	1,200	1,200	1,200	
110-3103-53060	MOTOR OIL LUBRICANTS	289	0	0	0	0	0	
110-3103-53070	CUSTODIAL SUPPLIES	4,345	4,500	2,085	5,000	5,000	500	11.11%
110-3103-53090	CLOTHING SAFETY EQUIPMENT	812	1,200	464	1,200	1,000	(200)	-16.67%
110-3103-53091	OSHA REQMTS	0	0	20,515	0	0	0	
110-3103-53093	OSHA FINES	6,400	0	0	0	0	0	
110-3103-53120	EQUIPMENT PARTS	712	0	0	0	0	0	
110-3103-53130	WELDING SUPPLIES	74	0	0	0	0	0	
110-3103-53140	HAND TOOLS	493	700	0	700	500	(200)	-28.57%
110-3103-53160	CEMENT SAND SALT GRAVEL	11,389	11,500	233	17,000	11,500	0	0.00%
110-3103-53170	GROUND SUPPLIES	23,129	19,250	16,812	26,500	20,750	1,500	7.79%
110-3103-53210	OTHER PURCHASED	220	650	0	650	650	0	0.00%
110-3103-54050	OTHER EQUIPMENT	2,260	2,500	602	7,000	4,000	1,500	60.00%
110-3103-55020	ELECTRIC	500	1,272	188	1,336	1,336	64	5.03%
Total FACILITY MAINTENANCE		462,008	437,746	254,298	551,179	450,479	12,733	2.91%

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3104 PUBLIC WORKS ADMINISTRATION

PROGRAM DESCRIPTION

This program element functions as the central control and record keeping point for all Public Works activities. The Administrative Assistant acts as radio and telephone relay between Supervisors, the work force, residents and other Town Departments. The Administrative Assistant is responsible for administration of personnel management, central budget control, purchasing, payroll, inventory control, and accounting. This activity provides technical administrative and oversight assistance to the COVRRRA solid waste program and residential Transfer Station Facility plus similar support to the Conservation Commission in recycling efforts. Record keeping provides COVRRRA quarterly and annual reports to the State. This office is often the first point of contact by residents seeking resolutions to infrastructure concerns.

PROGRAM COMMENTARY

All central Public Works administrative and personnel actions are coordinated and funded under this activity. Mandated programs for personnel such as DOT Drug and Alcohol testing, OSHA safety and health issues, CDL and employment physical exams and uniforms are centralized in this activity. This program is responsible for mid and long-term operations, planning, administration, control, and all other functions of the various areas served both directly and indirectly by the Public Works Department and town infrastructure issues in general. In addition, considerable support, expertise and assistance are provided to the School System, Building Maintenance contractors, and other town departments in many myriad capacities.

Town of Coventry Staffing Chart by Department

Regular full-time and part-time positions

Public Works Department	FY2025-26	FY2026-27
Administration		
Director of Public Works	1	1
Administrative Secretary	1	1

Town of Coventry
Town Manager's Proposed Budget
FY 2026/27

Account ID	Description	FY25 Actual	FY26 Adopted	FY26 Actual	Dept Head	Town Manager	\$ Incr/(Decr)	% Incr/(Decr)
PUBLIC WORKS ADMINISTRATION								
110-3104-51010	REGULAR FULL TIME	157,359	160,830	73,156	166,963	166,963	6,133	3.81%
110-3104-51030	OVERTIME	991	0	215	0	0	0	
110-3104-51100	LONGEVITY	0	0	500	600	600	600	
110-3104-52040	LICENSES/SUPPORT-DATA PROCESSING	0	5,850	0	7,800	7,800	1,950	33.33%
110-3104-52070	OTHER PROFESSIONAL SERVICES	1,210	1,700	277	2,500	1,200	(500)	-29.41%
110-3104-52080	PROFESSIONAL AFFILIATION	525	0	0	500	500	500	
110-3104-52100	TRAINING	6,925	4,500	1,274	5,000	4,500	0	0.00%
110-3104-52180	PRINTING	130	400	0	400	400	0	0.00%
110-3104-53010	OFFICE SUPPLIES	1,080	1,100	283	1,200	1,200	100	9.09%
110-3104-53090	CLOTHING SAFETY EQUIPMENT	20,348	15,500	8,818	16,000	16,000	500	3.23%
110-3104-53120	EQUIPMENT PARTS	0	250	266	500	500	250	100.00%
Total PUBLIC WORKS ADMINISTRATION		188,568	190,130	84,789	201,463	199,663	9,533	5.01%

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3105 FLEET MAINTENANCE

PROGRAM DESCRIPTION

Fleet maintenance is tasked with providing full service maintenance on the vehicle and equipment fleets used by Public Works, Police, Board of Education, and departmental staff cars. Maintenance funding is divided and managed through four separate accounts under control of the Town Manager, Board of Education, Police and Public Works. Additional maintenance and repair assistance is provided to Housing Authority and Fire Departments as requested. Fleet Maintenance is also tasked with the initial outfitting and preparations for service on all Public Works vehicles. Fuels, lubricating oils, antifreeze, and other products necessary for the operation and upkeep of Town vehicles and equipment are funded through the Public Works accounts. This program provides labor resources for the majority of repairs, coordinates scheduling of vendor repair actions, and procures all parts necessary to maintain the fleet.

PROGRAM COMMENTARY

The Fleet Maintenance division's charge has continued to expand over the last few years, most notably in the number of assets that we maintain, i.e. the increased Fire Dept. Police fleet, the addition of the second human services van and the absorption of the Board of Education fleet into our work schedule. Additional requirements for maintenance and inspection records, as well as OSHA and DEEP mandates have required that the Lead Mechanics position dedicate additional time to fulfill the requirements.

Town of Coventry Staffing Chart by Department

Regular full-time and part-time positions

Public Works Department	FY2025-26	FY2026-27
Fleet Maintenance		
Lead Mechanic	1	1
Mechanic II	1	1
Mechanic I	1	1

Town of Coventry
Town Manager's Proposed Budget
FY 2026/27

Account ID	Description	FY25 Actual	FY26 Adopted	FY26 Actual	Dept Head	Town Manager	\$ Incr/(Decr)	% Incr/(Decr)
FLEET MAINTENANCE								
110-3105-51010	REGULAR FULL TIME	211,392	238,660	89,289	160,888	239,338	678	0.28%
110-3105-51030	OVERTIME	6,576	620	1,768	620	620	0	0.00%
110-3105-51100	LONGEVITY	3,600	3,700	3,700	2,200	2,200	(1,500)	-40.54%
110-3105-51110	DIFFERENTIAL	550	1,450	310	1,450	1,450	0	0.00%
110-3105-52040	LICENSES/SUPPORT-DATA PROCESSING	0	1,600	0	1,600	1,600	0	0.00%
110-3105-52070	OTHER PROFESSIONAL SERVICES	0	1,500	0	7,500	3,000	1,500	100.00%
110-3105-52130	SERVICE CONTRACTS	9,353	10,000	4,693	10,000	10,000	0	0.00%
110-3105-52140	EQUIPMENT REPAIRS	17,459	16,500	10,465	21,500	18,500	2,000	12.12%
110-3105-52150	RADIO AND ALARM REPAIRS	158	1,000	0	1,000	1,000	0	0.00%
110-3105-53040	GASOLINE	54,491	84,460	17,623	86,149	86,149	1,689	2.00%
110-3105-53050	DIESEL FUEL	44,274	70,040	12,912	70,740	70,740	700	1.00%
110-3105-53060	MOTOR OIL LUBRICANTS	3,468	6,800	4,857	6,800	5,800	(1,000)	-14.71%
110-3105-53090	CLOTHING SAFETY EQUIPMENT	594	1,000	0	1,000	1,000	0	0.00%
110-3105-53100	AUTO PARTS	3,007	3,000	445	3,000	3,000	0	0.00%
110-3105-53110	TRUCK PARTS	44,231	63,500	23,318	68,500	57,500	(6,000)	-9.45%
110-3105-53120	EQUIPMENT PARTS	42,794	52,725	11,003	60,725	54,725	2,000	3.79%
110-3105-53130	WELDING SUPPLIES	1,974	2,125	706	2,125	2,000	(125)	-5.88%
110-3105-53140	HAND TOOLS	3,399	3,400	1,310	3,400	2,000	(1,400)	-41.18%
110-3105-53210	OTHER PURCHASED	964	2,000	0	2,000	2,000	0	0.00%
110-3105-53220	SUBSCRIPTIONS BOOKS	1,068	1,200	0	1,200	1,200	0	0.00%
110-3105-53240	TIRES	14,360	21,500	3,800	21,500	21,500	0	0.00%
110-3105-54050	OTHER EQUIPMENT	1,990	2,000	2,032	2,000	2,000	0	0.00%
Total FLEET MAINTENANCE		465,702	588,780	188,231	535,897	587,322	(1,458)	-0.25%

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3107 ASSOCIATION MATCHING FUNDS

PROGRAM DESCRIPTION

This activity supplies funding to six of the formal associations for the maintenance and improvement of their almost 9 miles of private road around Wangumbaug Lake. Each Association controls the quantity and quality of maintenance work performed. Town forces are impacted when required to perform winter snow plowing and other emergent maintenance to reduce impact of Town liability plus protect life and property in residences issued Certificates of Occupancy by the town.

PROGRAM COMMENTARY

The town gives priority to sweeping and cleaning catch basins around the lake to protect water quality. The Council is working with interested Associations to develop a road by road approach to turn over ownership of certain roads to the Town.

Town of Coventry
Town Manager's Proposed Budget
FY 2026/27

Account ID	Description	FY25 Actual	FY26 Adopted	FY26 Actual	Dept Head	Town Manager	\$ Incr/(Decr)	% Incr/(Decr)
MATCHING FUNDS								
110-3107-53230	TRANSFERS	2,500	2,500	0	2,500	2,500	0	0.00%
Total MATCHING FUNDS		2,500	2,500	0	2,500	2,500	0	0.00%

3108 STREET LIGHTS

PROGRAM DESCRIPTION

Street Lights provide for traffic and pedestrian safety and aid in deterring crime. Town standards call for lights only at dangerous intersections, dangerous curves and ends of cul-de-sacs. Eversource has completed upgrading street lights with LED lighting.

Town of Coventry
Town Manager's Proposed Budget
FY 2026/27

Account ID	Description	FY25 Actual	FY26 Adopted	FY26 Actual	Dept Head	Town Manager	\$ Incr/(Decr)	% Incr/(Decr)
STREET LIGHTS								
110-3108-52140	EQUIPMENT REPAIRS	0	5,000	0	5,000	5,000	0	0.00%
110-3108-55020	ELECTRIC	46,806	44,950	0	44,950	44,950	0	0.00%
Total STREET LIGHTS		46,806	49,950	0	49,950	49,950	0	0.00%

3109 CEMETERY COMMISSION

PROGRAM DESCRIPTION

This part of the budget is administered by the Cemetery Commission, which has the responsibility of operating and maintaining the Town's cemeteries. This commission is appointed by the Town Council. It is assisted in its duties by Public Works as needed.

PROGRAM COMMENTARY

A plan is in place to install signage at all Town Cemeteries. Future work will include improvements and expansion to the New Cemetery on Main Street.

Town of Coventry Staffing Chart by Department

Regular full-time and part-time positions

Public Works Department	FY2025-26	FY2026-27
Cemetery		
Sextant (PT) (18 Hrs)	1	1

Town of Coventry
Town Manager's Proposed Budget
FY 2026/27

Account ID	Description	FY25 Actual	FY26 Adopted	FY26 Actual	Dept Head	Town Manager	\$ Incr/(Decr)	% Incr/(Decr)
CEMETERY COMM.								
110-3109-51020	PART TIME	20,246	9,000	9,852	26,000	17,000	8,000	88.89%
110-3109-51040	TEMPORARY	8,252	12,000	3,810	15,000	12,000	0	0.00%
110-3109-52130	SERVICE CONTRACTS	3,950	4,000	1,850	4,000	3,000	(1,000)	-25.00%
110-3109-52140	EQUIPMENT REPAIRS	172	0	0	0	0	0	
110-3109-52160	BUILDING REPAIRS/MAINTENANCE	0	200	0	200	200	0	0.00%
110-3109-52180	PRINTING	294	400	0	400	400	0	0.00%
110-3109-53090	CLOTHING SAFETY EQUIPMENT	50	0	0	0	0	0	
110-3109-53120	EQUIPMENT PARTS	400	0	0	0	0	0	
110-3109-53140	HAND TOOLS	100	200	0	200	200	0	0.00%
110-3109-53150	BUILDING SUPPLIES	0	200	0	200	100	(100)	-50.00%
110-3109-53170	GROUND SUPPLIES	0	700	40	1,700	800	100	14.29%
110-3109-53210	OTHER PURCHASED	461	500	0	500	500	0	0.00%
110-3109-54010	IMPROVEMENTS NOT BUILDING	300	800	0	800	800	0	0.00%
110-3109-55010	TELEPHONE	306	357	0	364	364	7	1.96%
110-3109-55020	ELECTRIC	0	1,200	151	1,260	1,260	60	5.00%
110-3109-58420	MAJOR MAINTENANCE & CASUALTY REPAIR	0	1,500	0	2,000	1,500	0	0.00%
Total CEMETERY COMM.		34,531	31,057	15,703	52,624	38,124	7,067	22.75%

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3110 TREE WARDEN

PROGRAM DESCRIPTION

Section 23-58 of the Connecticut General Statutes requires all towns in Connecticut to appoint a Tree Warden. The Warden is to ensure that all municipally owned trees are maintained, cared for, and protected. The Tree warden controls all activities related to the removal or trimming of trees within the limits of the Town's right of way on public roads and other town owned properties. Activities that affect or potentially affect trees within these areas are referred to the Warden for concurrence or direction of alternative action. An important part of the program is the replacement of trees deemed in need of removal with new stock in locations as near as possible to the trees that have been removed. The tree replacement program is funded through DEEP Grants.

PROGRAM COMMENTARY

The Public Works Director (Tree Warden) is state certified Tree Wardens. Demand far out strips funds available for tree work to remove and trim town trees. Each year additional funds are allocated but with tree blight and boring insects on the rise it is an ongoing program. Ash Trees and Oak Trees have been decimated by blight and insect infestation.

PROGRAM ACTIVITIES

The Tree Warden is working on a Town Tree inventory that will help with budgeting for tree removal on Town properties and Rights of Way.

Town of Coventry
Town Manager's Proposed Budget
FY 2026/27

Account ID	Description	FY25 Actual	FY26 Adopted	FY26 Actual	Dept Head	Town Manager	\$ Incr/(Decr)	% Incr/(Decr)
TREE WARDEN								
110-3110-51090	OTHER	4,500	4,500	2,077	6,500	5,000	500	11.11%
110-3110-52080	PROFESSIONAL AFFILIATION	0	250	0	250	250	0	0.00%
110-3110-52130	SERVICE CONTRACTS	70,925	65,000	16,500	65,000	65,000	0	0.00%
110-3110-52200	EQUIPMENT RENTAL	0	0	0	30,000	5,000	5,000	
Total TREE WARDEN		75,425	69,750	18,577	101,750	75,250	5,500	7.89%

3111 FACILITIES OTHER

PROGRAM DESCRIPTION

Maintenance costs for Vistors Center, Millbrook Place, Babcock Road house and other miscellaneous properties.

Town of Coventry
Town Manager's Proposed Budget
FY 2026/27

Account ID	Description	FY25 Actual	FY26 Adopted	FY26 Actual	Dept Head	Town Manager	\$ Incr/(Decr)	% Incr/(Decr)
FACILITIES - OTHER								
110-3111-52160	BUILDING REPAIRS/MAINTENANCE	0	500	0	500	500	0	0.00%
110-3111-55020	ELECTRIC	1,231	1,705	58	1,790	1,790	85	4.99%
110-3111-55030	HEATING FUEL	1,259	1,030	162	1,040	1,040	10	0.97%
110-3111-55040	WATER	679	600	618	600	600	0	0.00%
110-3111-55050	SEWER	450	475	475	510	510	35	7.37%
Total FACILITIES - OTHER		3,619	4,310	1,313	4,440	4,440	130	3.02%

3201 ENGINEERING

PROGRAM DESCRIPTION

The Engineering department provides engineering expertise to the Town agencies, staff, boards and commissions. Engineering develops designs, plans and specifications for the construction of municipal public works improvements as well as for State and Federal grant funded projects. The department serves as the liaison with selected consultant firms for larger infrastructure projects beyond the scope of the one-man division. Construction oversight is provided for all Town sponsored civil engineering projects as well as inspections for private developments that will be releasing supporting infrastructure to the Town upon completion. Update pertinent mapping for State and Town purposes. Administers all road cut and driveway permits on Town roads.

PROGRAM COMMENTARY

As currently programmed, the Engineering department has 1.5 staff members. The Town Engineer has several separate duties and responsibilities. The Town Engineer's first duty is outlined as stated above. Much of the focus has been dedicated to the engineering and liaison for the Town Capital Improvement Projects. The Town Engineer's second duty is to serve as a mentor to the Coventry Inland Wetlands Agent and provide engineering reviews for applications for the Agency. This mentoring role is provided to the Land Use staff and commissions. These duties are tracked by the Land Use Division. The Town Engineer's third duty is to continue to develop and update the Town's parcel map that serves as the base to Coventry's Geographic Information Systems (GIS). The previous responsibility as the GIS Librarian has been delegated to the Zoning Enforcement Officer.

Town of Coventry Staffing Chart by Department

Regular full-time and part-time positions

Office of the Town Engineer	FY2025-26	FY2026-27
Town Engineer	1	1
Engineering Technician (PT)	1	1

Town of Coventry
Town Manager's Proposed Budget
FY 2026/27

Account ID	Description	FY25 Actual	FY26 Adopted	FY26 Actual	Dept Head	Town Manager	\$ Incr/(Decr)	% Incr/(Decr)
ENGINEERING								
110-3201-51010	REGULAR FULL TIME	77,611	128,575	35,216	128,575	128,575	0	0.00%
110-3201-51020	PART TIME	46,463	50,600	20,732	50,722	50,722	122	0.24%
110-3201-51100	LONGEVITY	1,500	1,500	0	1,500	1,500	0	0.00%
110-3201-52010	ARCHITECTS AND ENGINEERING	2,575	15,000	0	90,000	10,000	(5,000)	-33.33%
110-3201-52030	LEGAL	0	0	2,850	0	0	0	
110-3201-52040	LICENSES/SUPPORT-DATA PROCESSING	1,282	1,350	0	1,350	1,350	0	0.00%
110-3201-52080	PROFESSIONAL AFFILIATION	285	285	0	285	285	0	0.00%
110-3201-52090	TRAVEL MEETINGS MILEAGE	0	50	0	50	50	0	0.00%
110-3201-52100	TRAINING	0	500	0	500	500	0	0.00%
110-3201-52130	SERVICE CONTRACTS	1,140	1,140	1,200	1,140	1,140	0	0.00%
110-3201-53010	OFFICE SUPPLIES	643	1,000	0	1,000	1,000	0	0.00%
110-3201-55010	TELEPHONE	375	315	0	315	315	0	0.00%
Total ENGINEERING		131,874	200,315	59,998	275,437	195,437	(4,878)	-2.44%

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3301 BUILDING INSPECTION

PROGRAM DESCRIPTION

The Building Official is charged with the responsibility of enforcing all provisions of the Connecticut State Building Code as required by state statute section 29.2521d. In doing so, the Building Official assures that all building construction and its mechanicals (plumbing, heating, and electrical) constructed within the Town of Coventry comply with local and State regulations. The department assists contractors and property owners with permit application processing, plan review and field inspections. Certificate of Completions and Occupancy are issued once compliance with codes are confirmed.

PROGRAM COMMENTARY

With the increased volume of work in the office this past year, it still remains that the scanner in our office is one of the most valuable tools utilized in promoting efficiency. It is used daily to expedite our review process as much as possible in order to reach off site departments for doing their reviews. It also helps us in keeping paper volume down in our files which are almost completely at maximum capacity. We are able to get essential information out to contractors, lawyers, and homeowners to assist in their projects that in turn keep our office busy with permitting work. It is still a future goal to use the scanner to cut down on file paperwork completely by fully scanning property files, but the scope and magnitude of that task is one that may need additional support due to the magnitude of the project.

Town of Coventry Staffing Chart by Department

Regular full-time and part-time positions

Building Division	FY2025-26	FY2026-27
Building Official	1	1
Building /Landuse Administrative Assistant	1	1

Town of Coventry
Town Manager's Proposed Budget
FY 2026/27

Account ID	Description	FY25 Actual	FY26 Adopted	FY26 Actual	Dept Head	Town Manager	\$ Incr/(Decr)	% Incr/(Decr)
BLDG. INSPECTION								
110-3301-51010	REGULAR FULL TIME	143,699	146,000	65,634	153,997	153,997	7,997	5.48%
110-3301-52070	OTHER PROFESSIONAL SERVICES	132	4,000	0	4,000	4,000	0	0.00%
110-3301-52080	PROFESSIONAL AFFILIATION	175	300	0	390	390	90	30.00%
110-3301-52100	TRAINING	335	1,200	765	1,620	1,620	420	35.00%
110-3301-52180	PRINTING	98	200	0	200	200	0	0.00%
110-3301-53220	SUBSCRIPTIONS BOOKS	310	1,666	0	500	500	(1,166)	-69.99%
Total BLDG. INSPECTION		144,749	153,366	66,399	160,707	160,707	7,341	4.79%

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3302 BUILDING CODE BOARD OF APPEALS

PROGRAM DESCRIPTION

Section 29-266 of the Connecticut General Statutes requires a municipal Board consisting of five members to be established to hear appeals of decisions of the Building Official. This Board is scheduled to meet once a year, and meets only as required thereafter.

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3501 HEALTH DEPARTMENT

PROGRAM DESCRIPTION

This activity is directed towards addressing the Town's environmental health needs. Included is an assessment to a Regional Health District based upon a per capita charge of \$5.42. The District will enforce the Public Health Code of the State of Connecticut and ordinances of the Town of Coventry.

PROGRAM COMMENTARY

A minimal increase in the per capita charge was adopted by the Eastern Highlands Regional Health District. Several grants have been received to promote improved wellness.

Town of Coventry
Town Manager's Proposed Budget
FY 2026/27

Account ID	Description	FY25 Actual	FY26 Adopted	FY26 Actual	Dept Head	Town Manager	\$ Incr/(Decr)	% Incr/(Decr)
HEALTH DEPT.								
110-3501-52250	GRANTS AND CONTRIBUTIONS	72,693	75,690	37,847	78,030	78,030	2,340	3.09%
Total HEALTH DEPT.		72,693	75,690	37,847	78,030	78,030	2,340	3.09%