

# Appendix

APPENDIX

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## SPECIAL REVENUE FUNDS

Special Revenue Funds are established to account for specific revenues or other sources that are designated for financing particular functions or activities as required by federal regulations, State statutes, Town charter provisions, local ordinances, or specific grant agreements.

# 1. Waste Water Treatment Plant Operations

## PROGRAM DESCRIPTION

This fund provides for the operation of the Waste Water Treatment Plant (WWTP) and municipal sewer collection system. The WWTP currently processes sewage from 962 properties.

## PROGRAM COMMENTARY

In the past 5 years we've only had one rate increase of 7%, which has not been sufficient to meet rising operational costs. We have been drawing from our capital reserves, which is not sustainable. The WPCA is proposing a \$50 increase to the \$400/year sewer use rate bringing it to \$450. This 12.5% increase is necessary to maintain the aging sewer system, make debt payments, and fund capital improvement projects. Coventry is still far below the State average sewer fee that was \$472/year in 2016 and has risen considerably since then.

The WPCA FY 2025 operating budget has a \$39,000 (7.9%) increase from FY 2024.

## PROGRAM ACTIVITY INDICATORS

### Revenues

#### User Fees

1,230 * \$450	553,500
Uncollectible -	(27,675)
Late Payments	15,000
Interest Revenue	10,000
Other	2,850
Transfer to Fund Balance	4,920
Total Revenue	558,595

Council Recommended Revenue Budget

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023	2024	2024		Dept Head	Council	Inc/Dec	%
	Actual	Base Budget	Actual YTD	Est. Actual				
7502 SEWER USER REVENUES								
223-7502-40202 TRANSFER TO RESERVES	0	74,017	0	74,017	4,920	12,470	(61,547)	(83.15)
Use of Fund Balance.								
223-7502-40211 CURRENT	467,089	464,450	458,778	464,450	525,825	525,825	61,375	13.21
Increase of \$50 per unit.								
\$450 units * 1,230 = \$553,500								
Less 5% uncollectible reserve (\$27,675).								
Uncollectible 5-year average collections.								
223-7502-40212 DELINQUENT	28,412	16,000	13,779	16,000	15,000	15,000	(1,000)	(6.25)
223-7502-40213 INT & PENALTIES	20,170	10,000	9,254	10,000	10,000	10,000	0	.00
223-7502-40601 INVESTMENT INCOME	10,486	500	7,396	500	2,500	2,500	2,000	400.00
223-7502-40658 INSPECTIONS	600	250	800	250	350	350	100	40.00
Permit fees for sewer inspections.								
<b>Total 7502 SEWER USER REVENUES</b>	<b>526,757</b>	<b>565,217</b>	<b>490,007</b>	<b>565,217</b>	<b>558,595</b>	<b>566,145</b>	<b>928</b>	<b>.16</b>

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023 Actual	2024 Base Budget	2024 Actual YTD	2024 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
223 SEWER OPERATING									
223-7501-51010 REGULAR FULL	189,440	199,600	151,612	199,600	205,600	205,600	205,600	6,000	3.01
WWTP Operator, Asst Collector of Revenue 25%, Revenue Clerk Increases per CBA DPW Director 15% PW Maintainer 100%									
223-7501-51030 OVERTIME	11,930	9,000	10,028	9,000	12,000	12,000	12,000	3,000	33.33
Emergency Callouts for alarms at grinder pumps, pump stations, treatment plant, CBYDs. Some OT may be reimbursible if FEMA declares an emergency.									
223-7501-51060 FICA	12,481	16,000	9,705	16,000	17,000	17,000	17,000	1,000	6.25
7.65% of total salaries, differential, OT, longevity									
223-7501-51073 PENSION - PW	0	8,000	0	8,000	8,000	8,000	8,000	0	.00
223-7501-51100 LONGEVITY	2,200	2,400	2,400	2,400	2,500	2,500	2,500	100	4.17
WWTP Operator & PW Maintainer									
223-7501-51110 DIFFERENTIAL	971	1,100	773	1,100	1,100	1,100	1,100	0	.00
DPW upgrade for PW Maintainer to Plant Chief Operator.									
223-7501-51710 HEALTH INSURA	57,366	55,372	49,288	55,372	61,000	61,000	61,000	5,628	10.16
Cigna Health Insurance 100% WPCA Staff + dependents 25% tax office staff FY 2025 increase: 9% increase from Cigna									
223-7501-51720 LIFE INSURANC	823	225	910	225	1,025	1,025	1,025	800	355.56
Basic Life Insurance, Accidental death, Long term disability The Hartford prices increased significantly									
223-7501-52030 LEGAL	421	2,500	2,000	2,500	2,500	2,500	2,500	0	.00
Assessments, easements, land records, litigation, general consulting.									
223-7501-52040 LICENSES/SUPP	0	1,400	0	1,400	0	0	0	(1,400)	(100.0)
223-7501-52070 OTHER PROFESS	21,779	26,825	22,200	26,825	26,625	26,625	26,625	(200)	(.75)
Lab Testing, GIS edits, Meter Calibration, Hoist & Boiler Certification, Engineering Consulting, Disease Immunization, CBYD Updates, Traffic Control, Underground/Concrete Imaging, Freight/Shipping, Confined Space Entry, Locksmith, Boiler water treatment									
223-7501-52080 PROFESSIONAL	200	240	390	240	240	240	240	0	.00
CAWPCA, CWPAA, LabACT, ASRWAA, NEWEA									
223-7501-52100 TRAINING	820	1,000	1,450	1,000	1,000	1,000	1,000	0	.00
NEIWPCC, ASRWAA, CAWPCA, CWPAA. 2019 new DEEP requirement for continuing education to keep license.									

Town of Coventry  
Council Recommended Budget

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023		2024		Dept	Head	Town Manager	Council	Cou/Bud	
	Actual	Base Budget	Actual YTD	Est. Actual					2024	2024
223-7501-52130 SERVICE CONTR Sludge Hauling, Tank Cleaning, Trash/Recycling, HVAC, Generators, Fire Alarms, Gas Meter Sensors, Sewer Main Jet/Vac/CCTV FY 2024 Decrease: tank cleaning costs for FY23 not needed in FY24	62,099	47,700	41,720	47,700	63,500	63,500	63,500	15,800	33.12	
223-7501-52140 EQUIPMENT REP Electrical, Controls & Automation, Pumps, Manholes, PLCs, Pump Stations, Treatment Plant, Generators, HVAC, Plumbing, Welding & Fabricating, Buildings, equipment, and infrastructure are aging and repair costs are increasing.	27,865	33,500	26,130	33,500	30,000	30,000	30,000	(3,500)	(10.45)	
223-7501-52170 ADVERTISING Legal Notices for Public Hearings, Sewer Assessments, Bid Advertisement.	1,000	1,500	2,395	1,500	1,500	1,500	1,500	0	.00	
223-7501-52180 PRINTING Sewer Use/Assesment Bills from Tax Office New in FY 2022: One mass mailing to all sewer users = \$1,000	0	1,600	0	1,600	1,000	1,000	1,000	(600)	(37.50)	
223-7501-52220 MEALS	0	0	10	0	0	0	50	50	.00	
223-7501-52280 AUDIT	1,200	1,200	1,200	1,200	1,200	1,200	1,200	0	.00	
223-7501-53010 OFFICE SUPPLI Toner, sample jar labels, drafting, hanging folders, file management, misc \$2000 contribute towards color plotter/scanner	272	700	1,000	700	2,700	2,700	2,700	2,000	285.71	
223-7501-53040 GASOLINE	6,317	0	4,351	0	0	0	7,500	7,500	.00	
223-7501-53050 DIESEL FUEL	350	0	13	0	500	500	500	500	.00	
223-7501-53090 CLOTHING SAFE OSHA Safety PPE. Safety toe work boots. Disposable gloves & coveralls. Gas meter sensors. Swiss Cleaners uniforms, laundry service	3,494	4,100	3,000	4,100	4,100	4,100	4,100	0	.00	
223-7501-53220 SUBSCRIPTIONS Reference Manuals. Operator certification courses.	189	200	0	200	200	200	200	0	.00	
223-7501-54050 OTHER EQUIPME Tools, hardware, plumbing supplies, lab equipment, underground utilities, clarifier parts, lab QA/QC, grinder pump parts, manhole frames & covers, other tangible property purchases.	29,836	31,600	26,200	31,600	31,600	31,600	31,600	0	.00	
223-7501-55010 TELEPHONE WWTP and Pump Station Mission alarm dialers and cloud based SCADA interface. WWTP landline & internet, WPCA staff smartphone plans	3,339	3,700	3,490	3,700	3,900	3,900	3,900	200	5.41	

Town of Coventry  
Council Recommended Budget

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023 Actual	2024 Base Budget	2024 Actual YTD	2024 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
223-7501-55020 ELECTRIC WWTP and Pump Stations.	20,772	32,700	32,700	32,700	25,000	25,000	25,000	(7,700)	(23.55)
223-7501-55030 HEATING FUEL WWTP	13,997	24,000	24,000	24,000	15,750	15,750	15,750	(8,250)	(34.38)
223-7501-57070 EQUIPMENT MAI WPCA Pickup 25-CV, landscaping equip, PW Maintainer pickup 31-CV.	801	3,500	4,832	3,500	3,500	3,500	3,500	0	.00
223-7501-57080 PERMIT FEES CT DEEP Discharge Permit for treatment plant.	555	555	555	555	555	555	555	0	.00
223-7503-54300 CAPITAL & NON No capital requests in the FY2 budget. Using ARPA to purchase \$70K pick up truck	233,885	0	160,188	0	0	0	0	0	.00
223-7503-57542 DEBT SERVICE Debt Service: WPCA share of sewer assessment bond repayment. FY 2020: WPCA approved \$55,000 per year for debt service. FY 2023: \$75,000 taken from WPCA budget without approval. FY 2024: \$55,000. FY 2025: \$35,000.	75,000	55,000	0	55,000	35,000	35,000	35,000	(20,000)	(36.36)
<b>Total 223 SEWER OPERATI</b>	<b>779,402</b>	<b>565,217</b>	<b>582,540</b>	<b>565,217</b>	<b>558,595</b>	<b>558,595</b>	<b>566,145</b>	<b>928</b>	<b>.16</b>

## 2. Solid Waste Management/COVRRRA

### PROGRAM DESCRIPTION

This fund is tasked with the responsibility of curbside collection of residential refuse and recyclables. The Department of Public Works is responsible for the management of the Town's tipper barrel trash and recycling programs and serves as contact between the contractor providing services and the residents on problems and complaints. This department staffs and manages the operations of the Residential Transfer Facility including arranging for the recycling/disposal of materials collected. The Department also completes and forwards required reports on solid waste and recycling to CT DEEP. All costs associated with solid waste and recycling are funded through the COVRRRA Special Revenue Account.

### PROGRAM COMMENTARY

Due to new federal regulations, called Subtitle D, the Town closed its sanitary landfill on April 8, 1994. The Town selected waste and recyclables pick-up and incineration as the least costly alternative to the landfill. The long-term monitoring (6 years remaining) of the closed landfill and membership costs associated with the Town's participation in Mid-NEROC is funded by the COVRRRA Special Revenue Account.

This activity is billed on a volume-based service fee to all households using tipper barrels for collection. The program is broken into three cost centers; fixed costs such as contracted pick up, variable costs such as disposal (tipping) fees and the Residential Bulk Waste Drop-off Center. The per ton charge to dispose of solid waste at WWP in Willimantic, is \$88.58/ton with an expected increase for FY25. Tipping fees for oversized waste disposal at the Willimantic Waste landfill are currently \$85.49/ton. Beginning in FY08 COVRRRA recycles single stream and received a \$25/ton credit. This credit was eliminated in the fall of 2019. Recycling is now charged based on commodity pricing.

## PROGRAM ACTIVITY INDICATORS

### Activity Levels:

	<u>FY19</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>
Tipper Barrel Revenue	\$1,038,453	\$1,036,202	\$1,152,994		
Transfer Station Tons:					
Bulky & Brush	323	243	362	450	347
Metal	56	61	77	91	115
Leaves	39	33	46	23	29
Mattresses	856	477	936	1,070	890
Textiles (townwide)	13.0	22.0	18.0	19.0	22
Electronics (units to tons)	31	25	33		
Freon (units)	306	300	408	405	617
Tires (each)	202	248	358	325	464
Propane Tanks (each)	186	156	166	127	263
Single Stream (new)	0	0	0	0	25
Curbside Collection Tons:					
Single Stream	1,084	1,231	1,221	1,190	1,114
MSW	3,811	3,855	4,048	4,007	3,876
Bulk	249	226	207	192	167

Budget Fiscal Year: 2025 to 2025

Council Recommended Revenue Budget

Account# and Description	2023 Actual	2024 Base Budget	2024 Actual YTD	2024 Est. Actual	Dept Head	Council	Inc/Dec	%
218 COVRRRA								
218-7601-40211 CURRENT	1,138,951	1,459,120	1,458,661	1,459,120	1,787,496	1,787,496	328,376	22.51
Assumes 3.7% uncollectible. \$70 per year increase per user Need to make up deficit								
Potential rate increase will be reviewed by Council when they set the mil rate.								
218-7601-40212 DELINQUENT	37,885	35,000	26,069	35,000	35,000	35,000	0	.00
218-7601-40213 INT & PENALTIES	37,090	30,000	29,629	30,000	30,000	30,000	0	.00
218-7602-40421 USER FEES COLLECTED	40,498	35,000	55,087	35,000	40,000	40,000	5,000	14.29
218-7602-40431 RECYCLING PROCEEDS-CURB	12,694	4,000	12,773	4,000	6,000	6,000	2,000	50.00
218-7603-40430 BAG/BIN SALES	511	200	490	200	400	400	200	100.00
Based on historical trends								
218-7603-40435 RECYCLING REBATE	0	17,000	0	17,000	17,000	17,000	0	.00
"Nip" revenue								
218-7603-40601 INVESTMENT INCOME	3,203	2,000	5,614	2,000	2,800	2,800	800	40.00
218-7603-40874 TRANSFER FROM RESERVES	0	(36,815)	0	(36,815)	(204,541)	(204,541)	(167,726)	455.59
Increase to fund balance to cover FY24 deficit.								
Total 218 COVRRRA	1,270,832	1,545,505	1,588,323	1,545,505	1,714,155	1,714,155	168,650	10.91

Town of Coventry  
Council Recommended Budget

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023 Actual	2024 Base Budget	2024 Actual YTD	2024 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
218 COVRRRA									
218-7601-51010 REGULAR FULL	67,846	79,300	55,941	79,300	113,000	113,000	113,000	33,700	42.50
Asst Collector of Revenue 25%; Increase per CBA. DPW Admin 25%; Revenue Clerk 75%; Increase per CBA. Superintendent of Roads (15%) 1/2 maintainer 1 position split with cemetary/transfer station Removed P/T position under 7602									
218-7601-51030 OVERTIME	375	500	227	500	1,500	1,500	1,500	1,000	200.00
Mid-Neroc Meetings. Increase for shred it day. Transfer station OT as needed									
218-7601-51060 FICA	3,957	6,225	3,072	6,225	8,800	8,800	8,800	2,575	41.37
Regular + OT * .0765%									
218-7601-51090 OTHER	1,500	1,500	1,154	1,500	1,500	1,500	1,500	0	.00
218-7601-51710 HEALTH INSURA	28,485	31,900	27,366	31,900	34,900	34,900	34,900	3,000	9.40
Assumes new maintainer 1 takes Town insurance rather than payment in lieu.									
218-7601-51720 LIFE INSURANC	176	225	180	225	250	250	250	25	11.11
218-7601-52010 ARCHITECTS AN	31,634	30,000	33,109	30,000	35,000	35,000	35,000	5,000	16.67
Enviromental monitoring and reporting. Transfer Station relocation.									
218-7601-52070 OTHER PROFESS	2,489	1,500	2,348	1,500	2,500	2,500	2,500	1,000	66.67
Shred It Day									
218-7601-52100 TRAINING	0	400	0	400	0	0	0	(400)	(100.0)
Recycling Coordinator - Compost Training.									
218-7601-52110 POSTAGE	1,000	1,600	0	1,600	1,000	1,000	1,000	(600)	(37.50)
218-7601-52170 ADVERTISING	0	500	0	500	0	0	0	(500)	(100.0)
218-7601-52180 PRINTING	4,626	5,500	1,105	5,500	3,000	3,000	3,000	(2,500)	(45.45)
News Letter and COVRRRA Bills.									
218-7601-52250 GRANTS AND CO	14,198	13,570	14,400	13,570	14,570	14,570	14,570	1,000	7.37
MID-NEROC Town Contribution & Quarterly									
218-7601-52280 AUDIT	1,435	1,435	1,435	1,435	1,435	1,435	1,435	0	.00
218-7601-53040 GASOLINE	0	1,700	0	1,700	1,000	1,000	1,000	(700)	(41.18)
218-7601-54050 OTHER EQUIPME	0	4,500	0	4,500	0	0	0	(4,500)	(100.0)
Replacement Bins. \$75 each.									
218-7601-55110 HAULER FEES	853,018	823,000	845,066	823,000	900,000	900,000	900,000	77,000	9.36
All Americ Waste per contract.									

Town of Coventry  
Council Recommended Budget

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023		2024		2024		Dept	Head	Town Manager	Council	Cou/Bud Inc/Dec	%
	Actual	Base Budget	Actual YTD	Est. Actual	Actual	Est. Actual						
218-7601-55130 DISPOSAL FEES Disposal of MSW, Recycling and Bulk curside pickup.	447,453	445,000	434,980	445,000	500,000	500,000			500,000	55,000	12.36	
218-7602-51020 PART TIME PT Staff - 2.5 days per week Removed to add 50% maintainer 1 in 7601	19,704	22,000	10,946	22,000	0	0			0	(22,000)	(100.0)	
218-7602-51030 OVERTIME Sanitation Maintainer O.T. when schedule requires. Moved to 7601	957	1,500	6,047	1,500	0	0			0	(1,500)	(100.0)	
218-7602-51060 FICA Regular + overtime * .0765%	0	1,800	0	1,800	0	0			0	(1,800)	(100.0)	
218-7602-52080 PROFESSIONAL CRC	125	300	0	300	0	0			0	(300)	(100.0)	
218-7602-52130 SERVICE CONTR Transfer Satiation portable restroom service Winterization \$1,200 Verizon hotspot for credit cards \$40/month	14,442	14,500	19,040	14,500	15,500	15,500			15,500	1,000	6.90	
218-7602-52140 EQUIPMENT REP Repairs to the scale.	0	400	2,247	400	400	400			400	0	.00	
218-7602-52180 PRINTING Printing of Scale Tickets.	430	350	285	350	350	350			350	0	.00	
218-7602-52200 EQUIPMENT REN Screening equipment for compost	0	2,000	0	2,000	0	0			0	(2,000)	(100.0)	
218-7602-52270 OTHER SERVICE Scale Registration with State and fees to Able Scale.	250	3,250	250	3,250	250	250			250	(3,000)	(92.31)	
218-7602-53010 OFFICE SUPPLI	0	50	0	50	0	0			0	(50)	(100.0)	
218-7602-53200 TRAFFIC CONTR	0	1,000	0	1,000	0	0			0	(1,000)	(100.0)	
218-7602-55020 ELECTRIC	149	2,000	0	2,000	1,000	1,000			1,000	(1,000)	(50.00)	
218-7602-55100 MISCELLANEOUS General Permit to DEEP.	2,855	3,000	1,050	3,000	1,200	1,200			1,200	(1,800)	(60.00)	
218-7602-55110 HAULER FEES Hauling from Transfer Station to Willimantic Waste.	19,746	17,000	25,000	17,000	27,000	27,000			27,000	10,000	58.82	
218-7602-55130 DISPOSAL FEES Bulk Tonnage Construction Debris.	36,398	28,000	49,600	28,000	50,000	50,000			50,000	22,000	78.57	
<b>Total 218 COVRRR</b>	<b>1,553,248</b>	<b>1,545,505</b>	<b>1,534,848</b>	<b>1,545,505</b>	<b>1,714,155</b>	<b>1,714,155</b>			<b>1,714,155</b>	<b>168,650</b>	<b>10.91</b>	

#### **4. Self Supporting Recreation**

##### PROGRAM DESCRIPTION

This account includes the revenue and expense all recreation programs, summer camp, before & after school program, youth basketball, wellness classes, youth programs, adult programs, special events and the operation and maintenance of two rental facilities, two public beaches, and four public parks. Annually, the Parks and Recreation Department offers over 200 program sessions, hosts over 250 facility rentals, provides childcare to over 100 families, and welcomes over 1000 people to Town public parks and beaches.

##### PROGRAM COMMENTARY

The profit from the Parks and Recreation Department goes into the Recreation Fund Balance for future capital projects.

Council Recommended Revenue Budget

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023 Actual	2024 Base Budget	2024 Actual YTD	2024 Est. Actual	Dept Head	Council	Inc/Dec	%
224 RECREATION PROGRAMS								
224-5202-40421 USER FEES COLLECTED	13,488	13,400	5,782	13,400	14,330	14,330	930	6.94
224-5202-40871 TRANSFER FROM GENERAL F General Fund transfer	2,700	2,700	2,700	2,700	1,950	1,950	(750)	(27.78)
224-5203-40421 USER FEES COLLECTED	16,019	25,000	15,295	25,000	20,000	20,000	(5,000)	(20.00)
224-5203-40422 RENTAL INCOME	28,569	18,000	18,878	18,000	25,000	25,000	7,000	38.89
224-5203-40424 BOATHOUSE CONTRACTS BO Smith UCONN Rec UCONN Crew	10,923	10,200	3,200	10,200	12,000	12,000	1,800	17.65
224-5203-40871 TRANSFER FROM GF contribution to fund lifeguards and maintenance costs at Patriots Park.	30,000	29,000	29,000	29,000	33,000	33,000	4,000	13.79
224-5204-40421 USER FEES COLLECTED	25	100	(64)	100	150	150	50	50.00
224-5204-40424 COMMUNITY GARDEN 21 plots	600	600	500	600	600	600	0	.00
224-5204-40871 TRANSFER FROM General Fund contribution to fund building maintenance and electrical costs at Creasar Park.	2,300	2,300	2,300	2,300	2,850	2,850	550	23.91
224-5205-40422 RENTAL INCOME	18,147	13,000	15,223	13,000	20,000	20,000	7,000	53.85
224-5205-40871 TRANSFER FROM General fund transfer to fund internet and electrical costs at Millbrook.	2,800	2,800	2,800	2,800	0	0	(2,800)	(100.0)
224-5206-40422 RENTAL INCOME YTD 2/10 = \$0	0	500	0	500	100	100	(400)	(80.00)
224-5206-40871 TRANSFER FROM General Fund transfer to fund electrical costs at Laidlaw Park.	600	600	600	600	950	950	350	58.33
224-5207-40422 RENTAL INCOME	444	1,000	0	1,000	0	0	(1,000)	(100.0)
224-5207-40871 TRANSFER FROM General fund transfer to fund electrical costs at Miller Richardson.	2,700	2,700	2,700	2,700	3,200	3,200	500	18.52
224-5210-40601 INVESTMENT INCOME	3,317	500	2,890	500	2,000	2,000	1,500	300.00
224-5210-40623 CREDIT CARD FEES	10,606	8,000	7,311	8,000	11,000	11,000	3,000	37.50
224-5210-40862 (CONTRIBUTION TO)/USE O Projected increase to Fund Balance To fund future capital projects	0	(15,310)	0	(15,310)	(40,900)	(43,400)	(28,090)	183.47
224-5210-40871 TRANSFER FROM General fund transfer	23,300	23,300	23,300	23,300	34,545	34,545	11,245	48.26
224-5211-40803 SWIM LESSON FEES	(285)	8,640	4,267	8,640	4,800	4,800	(3,840)	(44.44)
224-5212-40817 PROGRAM FEE REVENUE Kids Night Out	10,705	12,000	19,634	12,000	10,110	10,110	(1,890)	(15.75)

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023 Actual	2024 Base Budget	2024 Actual YTD	2024 Est. Actual	Dept Head	Council	Inc/Dec	%
Parent/Child Paint Night								
Special Person Dance								
School Break Camp								
Golf								
Afterschool Enrichment								
224-5213-40817 PROGRAM FEE REVENUE 4 Trips	5,075	5,200	2,809	5,200	5,200	5,200	0	.00
224-5214-40817 PROGRAM FEE REVENUE Thi Chi Yoga Simply Fit	20,976	13,000	13,430	13,000	12,710	12,710	(290)	(2.23)
224-5215-40429 DONATIONS	1,215	100	500	100	240	240	140	140.00
224-5215-40871 TRANSFER FROM General fund transfer to fund community events: Christmas in the Village, Halloween on Main, Arts on Main, Summer Concert, Vet Day Race, Scarecrow contest, and Holiday Light Tour.	1,900	1,900	1,900	1,900	1,800	1,800	(100)	(5.26)
224-5216-40817 PROGRAM FEE REVENUE Paint Night Basketball Golf Soccer CPR Tag Sale	8,969	5,700	7,032	5,700	8,245	8,245	2,545	44.65
224-5217-40817 PROGRAM FEE REVENUE Art Camp Tech Camp Sports	17,454	17,000	8,518	17,000	12,900	12,900	(4,100)	(24.12)
224-5218-40808 CITS	4,118	4,375	4,989	4,375	9,090	9,090	4,715	107.77
224-5218-40809 BEFORE/AFTER CARE	5,130	7,000	6,971	7,000	10,000	10,000	3,000	42.86
224-5218-40810 SUMMER CAMP FEES	144,617	136,800	106,786	136,800	133,980	133,980	(2,820)	(2.06)
224-5218-40813 RECREATION TRIPS \$45/trip * 45 kids * 4 trips = \$8100	3,990	8,100	6,069	8,100	5,150	5,150	(2,950)	(36.42)
224-5220-40817 PROGRAM FEE REVENUE	43,966	36,100	40,578	36,100	36,125	36,125	25	.07
224-5221-40421 USER FEES COLLECTED	80,449	78,500	58,325	78,500	65,550	65,550	(12,950)	(16.50)
224-5221-40441 MORNING CARE FEES	19,255	19,950	14,935	19,950	21,850	21,850	1,900	9.52
224-5221-40705 OTHER Registration fees	0	0	0	0	2,500	2,500	2,500	.00
224-5221-40817 PROGRAM FEE REVENUE Vacation days	0	0	0	0	9,900	9,900	9,900	.00

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023 Actual	2024 Base Budget	2024 Actual YTD	2024 Est. Actual	Dept Head	Council	Inc/Dec	%
Total 224 RECREATION PROGRAMS .	534,072	492,755	429,158	492,755	490,925	488,425	(4,330)	(.88)

Town of Coventry  
Council Recommended Budget

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023		2024		2024		Dept Head Town Manager	Council	Cou/Bud	
	Actual	Base Budget	Actual YTD	Est. Actual	Actual	Est.			Inc/Dec	%
224 RECREATION PROGRAMS										
224-5202-51042 GATEKEEPERS/M	10,264	11,800	7,210		11,800		11,880	11,880	80	.68
224-5202-51043 CLEANING & MA	45	1,335	0		1,335		0	0	(1,335)	(100.0)
224-5202-51060 FICA	1,748	1,005	1,500		1,005		925	925	(80)	(7.96)
224-5202-52130 SERVICE CONTR	200	1,200	600		1,200		1,200	1,200	0	.00
Winterization and pumping of bathrooms.										
224-5202-52140 EQUIPMENT REP	1,303	1,000	200		1,000		1,000	1,000	0	.00
224-5202-52350 EQUIPMENT	1,898	750	450		750		1,000	1,000	250	33.33
224-5202-53090 CLOTHING SAFE	0	500	0		500		0	0	(500)	(100.0)
Gate Keeper Equipment - 50%										
224-5202-55020 ELECTRIC	676	680	700		680		750	750	70	10.29
224-5203-51040 LIFE GUARDS AT	14,945	25,910	14,775		25,910		30,910	30,910	5,000	19.30
Lifeguards										
224-5203-51042 GATEKEEPERS/M	13,951	16,290	10,585		16,290		14,110	14,110	(2,180)	(13.38)
224-5203-51043 CLEANING & MA	10,615	13,735	9,562		13,735		16,340	16,340	2,605	18.97
224-5203-51060 FICA	3,183	4,280	2,023		4,280		4,695	4,695	415	9.70
224-5203-52100 TRAINING	1,332	2,700	1,776		2,700		2,800	2,800	100	3.70
guards gatekeepers instructor cost										
224-5203-52130 SERVICE CONTR	14,251	16,750	11,333		16,750		16,500	16,500	(250)	(1.49)
port o john trash water testing plumbing heating Rug Cleaning										
224-5203-52140 EQUIPMENT REP	1,486	2,500	0		2,500		2,500	2,500	0	.00
224-5203-52160 BUILDING REPA	3,147	7,500	1,750		7,500		7,000	7,000	(500)	(6.67)
224-5203-52161 PLAYGROUND SA	1,933	0	2,000		0		2,200	2,200	2,200	.00
224-5203-52240 MISCELLANEOUS	2,120	1,000	0		1,000		1,000	1,000	0	.00
Digiquatics scheduler Parkzapp = playground inspection										
224-5203-53070 CUSTODIAL SUP	3,462	2,600	2,700		2,600		3,300	3,300	700	26.92
224-5203-53090 CLOTHING SAFE	1,866	1,000	51		1,000		2,000	2,000	1,000	100.00
Gate Keeper Equipment - shirts and supplies 50%										
224-5203-55020 ELECTRIC	2,654	3,200	2,600		3,200		3,000	3,000	(200)	(6.25)
224-5203-55050 SEWER	1,600	2,500	2,000		2,500		2,500	2,500	0	.00
224-5203-58420 MAJOR MAINTEN	1,969	4,000	0		4,000		4,000	4,000	0	.00
224-5204-52130 SERVICE CONTR	2,181	1,050	1,407		1,050		2,850	2,850	1,800	171.43
Port o John * 7 months										

Town of Coventry  
Council Recommended Budget

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023		2024		2024		2024		Cou/Bud	
	Actual	Base Budget	Actual YTD	Est. Actual	Dept Head	Town Manager	Council	Inc/Dec	%	
224-5204-52160 BUILDING REPA	3,596	500	100	500	500	500	500	0	.00	
224-5204-55020 ELECTRIC	987	1,800	1,000	1,800	850	850	850	(950)	(52.78)	
224-5205-51043 CLEANING & MA	2,678	3,330	2,369	3,330	3,500	3,500	3,500	170	5.11	
224-5205-51060 FICA	99	255	0	255	275	275	275	20	7.84	
224-5205-51860 EXPENDITURES Tables/chair replacement Cleaning supplies	77	1,000	124	1,000	500	500	500	(500)	(50.00)	
224-5205-52160 BUILDING REPA Slavator, painting, heater, HVAC	4,378	2,500	2,000	2,500	2,500	2,500	2,500	0	.00	
224-5205-53150 BUILDING SUPP Internet	1,296	1,500	1,400	1,500	1,500	1,500	1,500	0	.00	
224-5205-55020 ELECTRIC	2,366	2,000	2,400	2,000	3,100	3,100	3,100	1,100	55.00	
224-5205-55050 SEWER	400	400	0	400	500	500	500	100	25.00	
224-5206-51860 EXPENDITURES	28	250	0	250	0	0	0	(250)	(100.0)	
224-5206-52160 BUILDING REPA	9	250	100	250	150	150	150	(100)	(40.00)	
224-5206-55020 ELECTRIC	676	700	700	700	900	900	900	200	28.57	
224-5207-51860 EXPENDITURES Winterization	4,474	2,000	4,395	2,000	1,000	1,000	1,000	(1,000)	(50.00)	
224-5207-52160 BUILDING REPA	0	500	0	500	0	0	0	(500)	(100.0)	
224-5207-55020 ELECTRIC	1,280	1,400	1,600	1,400	2,200	2,200	2,200	800	57.14	
224-5210-51010 REGULAR FULL Recreation Supervisor 1/3 Rec assistant 35%	17,222	19,000	12,037	19,000	31,840	31,840	31,840	12,840	67.58	
224-5210-51020 PART TIME Office Staff	5,809	9,985	2,788	9,985	4,375	4,375	4,375	(5,610)	(56.18)	
224-5210-51060 FICA	3,244	2,220	1,656	2,220	4,590	4,590	4,590	2,370	106.76	
224-5210-52040 LICENSES/SUPP	1,804	1,600	1,446	1,600	1,450	1,450	1,450	(150)	(9.38)	
224-5210-52100 TRAINING NRPA & CRPA memberships & Training	1,095	1,300	1,450	1,300	1,500	1,500	1,500	200	15.38	
224-5210-52130 SERVICE CONTR CivicRec Credit Cards	19,567	14,000	16,381	14,000	16,000	16,000	16,000	2,000	14.29	
224-5210-52180 PRINTING 06238 Newsletter Canva	2,747	3,900	4,000	3,900	3,800	3,800	3,800	(100)	(2.56)	
224-5210-52240 MISCELLANEOUS	749	250	0	250	250	250	250	0	.00	
224-5211-51020 PART TIME 2 lesson/day 5 days/week 10 hrs/week	418	2,100	2,053	2,100	2,240	2,240	2,240	140	6.67	
224-5211-51060 FICA	32	160	0	160	170	170	170	10	6.25	
224-5211-51860 EXPENDITURES	320	250	0	250	150	150	150	(100)	(40.00)	

Town of Coventry  
Council Recommended Budget

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023		2024		2024		2024		Cou/Bud	
	Actual	Base Budget	Actual YTD	Est. Actual	Dept	Head	Town Manager	Council	Inc/Dec	%
224-5212-51020 PART TIME	4,576	7,000	811	7,000	920		920	920	(6,080)	(86.86)
224-5212-51060 FICA	6	535	0	535	60		60	60	(475)	(88.79)
224-5212-51860 EXPENDITURES	1,974	2,000	5,710	2,000	300		300	300	(1,700)	(85.00)
224-5213-51860 EXPENDITURES	5,178	4,650	2,615	4,650	4,800		4,800	4,800	150	3.23
224-5214-51860 EXPENDITURES	11,122	9,800	7,044	9,800	7,000		7,000	7,000	(2,800)	(28.57)
224-5215-51020 PART TIME	234	600	293	600	500		500	500	(100)	(16.67)
224-5215-51060 FICA	18	50	0	50	40		40	40	(10)	(20.00)
224-5215-51860 EXPENDITURES	1,088	1,500	692	1,500	1,500		1,500	1,500	0	.00
Christmas in the Village										
Halloween										
Arts on Main										
Holiday Lights										
Scarecrow										
Vet Day Race										
224-5216-51860 EXPENDITURES	2,941	4,300	609	4,300	1,440		1,440	1,440	(2,860)	(66.51)
224-5217-51860 EXPENDITURES	17,269	15,815	11,649	15,815	10,370		10,370	10,370	(5,445)	(34.43)
224-5218-51010 REGULAR FULL	19,305	18,800	13,850	18,800	28,550		28,550	28,550	9,750	51.86
1/3 Recreation Supervisor										
.25 rec assistant										
224-5218-51020 PART TIME	73,067	75,875	64,192	75,875	77,500		77,500	77,500	1,625	2.14
Increase in minimum wage and increase in enrollement										
224-5218-51030 OVERTIME	0	0	113	0	0		0	0	0	.00
224-5218-51060 FICA	7,441	7,245	6,414	7,245	7,115		7,115	7,115	(130)	(1.79)
224-5218-52100 TRAINING	2,167	1,200	450	1,200	1,500		1,500	1,500	300	25.00
224-5218-52200 EQUIPMENT REN	3,540	3,600	1,535	3,600	4,000		4,000	4,000	400	11.11
Rental of water slides due to lake closures										
224-5218-53090 CLOTHING SAFE	2,336	3,200	2,040	3,200	3,000		3,000	3,000	(200)	(6.25)
224-5218-53225 PROGRAM COSTS	6,756	4,500	4,221	4,500	5,000		5,000	5,000	500	11.11
Increase in supplies due to increase enrollment. Much of the longer term supplies only purchased every few years have wore out										
224-5218-55020 ELECTRIC	1,670	2,200	2,213	2,200	3,000		3,000	3,000	800	36.36
224-5218-57210 FIELD TRIPS	6,172	10,500	6,159	10,500	2,500		2,500	2,500	(8,000)	(76.19)
224-5218-58420 MAJOR MAINTEN	0	2,500	0	2,500	2,500		2,500	2,500	0	.00
224-5220-51020 PART TIME	915	1,440	1,693	1,440	2,600		2,600	2,600	1,160	80.56
Increase in staffing. Need for Rec staff at both gyms on Saturdays										
224-5220-51060 FICA	400	115	211	115	240		240	240	125	108.70
224-5220-51860 EXPENDITURES	28,707	26,130	22,597	26,130	24,000		24,000	24,000	(2,130)	(8.15)
224-5221-51010 REGULAR FULL	20,734	19,400	11,829	19,400	33,770		33,770	33,770	14,370	74.07
1/3 Recreation Supervisor Salary										
40% rec assistant										
224-5221-51020 PART TIME	41,657	49,680	19,059	49,680	26,570		26,570	26,570	(23,110)	(46.52)
224-5221-51060 FICA	2,588	5,285	811	5,285	4,050		4,050	4,050	(1,235)	(23.37)

Town of Coventry  
Council Recommended Budget

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023		2024		2024		Dept Head	Town Manager	Council	Cou/Bud	
	Actual	Base Budget	Actual YTD	Est.	Actual					Inc/Dec	%
224-5221-51860 EXPENDITURES	8,332	4,500	5,252	4,500	5,000	5,000	5,000	5,000	500	11.11	
224-5221-52160 BUILDING REPA	1,405	3,000	1,199	3,000	3,000	3,000	3,000	3,000	0	.00	
224-5221-55020 ELECTRIC	3,791	3,900	3,900	3,900	4,300	4,300	4,300	4,300	400	10.26	
224-5221-55030 HEATING FUEL	6,157	7,000	7,000	7,000	7,000	7,000	7,000	7,000	0	.00	
224-7715-52240 MISCELLANEOUS	0	0	94	0	0	0	0	0	0	.00	
New Chart of Accounts. Expense Reclassified.											
Total 224 RECREATION PR	453,646	492,755	335,476	492,755	488,425	488,425	488,425	488,425	(4,330)	(.88)	

## 5. Emergency Services

### PROGRAM DESCRIPTION

This program covers the costs of providing Emergency Medical Services for the town. Income generated through revenue recovery billing from insurance companies and Medicare cover most of the expenses for this program. The town currently maintains the Certificate of Operation and the Primary Service Area (PSA) from the State Office of Emergency Medical Services.

There are currently two ambulances and four fast response vehicles used by medical responders. The members providing medical care receive continuous training and are State Certified as either an Emergency Medical Technician (EMT) or as an Emergency Medical Responder (EMR).

### PROGRAM COMMENTARY

Revenue recovery covers most of the operational costs but not all. The program still needs support to balance the budget. The town has taken steps to increase the revenue recovery process with the hopes of being 100% self-sufficient, however at this time the fund needs additional support to remain solvent.

Ambulances are on an 8 year replacement schedule, offset every four years. Funds are reserved annually in the operating budget to cover this cost every four year.

Budget Fiscal Year: 2025 to 2025

Council Recommended Revenue Budget

Account# and Description	2023 Actual	2024 Base Budget	2024 Actual YTD	2024 Est. Actual	Dept Head	Council	Inc/Dec	%
<b>250 EMS SERVICES</b>								
250-2204-40429 DONATIONS	4,525	0	1,505	0	0	0	0	.00
250-2204-40601 INVESTMENT INCOME	1,024	1,000	2,013	1,000	1,000	1,000	0	.00
250-2204-40624 GENERAL FUND TRANSFERS	362,500	362,500	362,500	362,500	508,890	363,920	1,420	.39
250-2204-40805 AMBULANCE REVENUE RECOV	475,295	460,000	335,805	460,000	425,000	450,000	(10,000)	(2.17)
250-2204-40874 TRANSFER FROM RESERVES	0	89,769	0	89,769	0	30,000	(59,769)	(66.58)
Use of Fund Balance								
<b>Total 250 EMS SERVICES</b>	<b>843,344</b>	<b>913,269</b>	<b>701,823</b>	<b>913,269</b>	<b>934,890</b>	<b>844,920</b>	<b>(68,349)</b>	<b>(7.48)</b>

Town of Coventry  
Council Recommended Budget

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023 Actual	2024 Base Budget	2024 Actual YTD	2024 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
250 EMS SERVICES									
250-2204-51010 REGULAR FULL 5 full time staff members	44,245	46,500	28,371	46,500	300,000	300,000	257,500	211,000	453.76
250-2204-51020 PART TIME part time staff \$21/hr	0	0	0	0	168,500	168,500	183,530	183,530	.00
250-2204-51040 OFFICER STIPE Volunteer	24,000	26,000	27,000	26,000	27,000	27,000	27,000	1,000	3.85
250-2204-51060 FICA .0765% of salaries/OT/logenvity	0	0	0	0	36,000	36,000	35,000	35,000	.00
250-2204-51064 FICA - NC All Fica reclassified to other line item	9,494	5,740	9,646	5,740	0	0	0	(5,740)	(100.0)
250-2204-51070 PENSION Assumed 10.3% pension percentage for non-classified	0	0	0	0	27,000	27,000	23,000	23,000	.00
250-2204-51100 LONGEVITY	500	600	0	600	0	0	0	(600)	(100.0)
250-2204-51712 HEALTH INS PU Assumes Family insurance for 2 full time employees and in lieu of payments for 3 members	0	0	0	0	118,000	118,000	60,500	60,500	.00
250-2204-52050 INSURANCE	13,298	15,780	15,304	15,780	17,600	17,600	17,600	1,820	11.53
250-2204-52070 OTHER PROFESS Physicals	5,405	4,000	4,000	4,000	4,000	4,000	4,000	0	.00
250-2204-52080 PROFESSIONAL	0	800	0	800	400	400	400	(400)	(50.00)
250-2204-52090 TRAVEL MEETIN Quarterly Ambulance Stipend - 2nd calls	4,780	6,000	7,750	6,000	12,000	12,000	12,000	6,000	100.00
250-2204-52100 TRAINING	6,474	9,000	8,780	9,000	9,000	9,000	9,000	0	.00
250-2204-52110 POSTAGE	0	500	0	500	500	500	500	0	.00
250-2204-52130 SERVICE CONTR Reduced by FY24 vintech contract amount of \$585,000 Vintech FY25 cost would be \$630,720 Cost of FT/PT staf \$584,530 \$46,190 savings not outsourcing to Vintech Comstar ASM Windham Hospital Verizon Wireless Medic works eFax	624,430	733,340	717,499	733,340	148,340	148,340	148,340	(585,000)	(79.77)
250-2204-52140 EQUIPMENT REP	7,805	15,450	15,015	15,450	14,000	14,000	14,000	(1,450)	(9.39)
250-2204-52150 RADIO AND ALA	1,000	1,000	500	1,000	1,000	1,000	1,000	0	.00
250-2204-52350 EQUIPMENT	6,985	5,250	1,868	5,250	5,000	5,000	5,000	(250)	(4.76)
250-2204-53010 OFFICE SUPPLI	885	500	125	500	500	500	500	0	.00

Town of Coventry  
Council Recommended Budget

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023		2024		2024		Dept Head	Town Manager	Council	Cou/Bud	
	Actual	Base Budget	Actual YTD	Est. Actual	Actual	Est. Actual				Inc/Dec	%
250-2204-53020 OFFICE EQUIPM	150	2,000	0	2,000	1,500	1,500	1,500	1,500	(500)	(25.00)	
250-2204-53040 GASOLINE	8,690	1,725	6,396	1,725	8,500	8,500	8,500	8,500	6,775	392.75	
250-2204-53050 DIESEL FUEL	6,099	9,200	2,834	9,200	7,000	7,000	7,000	7,000	(2,200)	(23.91)	
250-2204-53070 CUSTODIAL SUP	0	309	0	309	0	0	0	0	(309)	(100.0)	
250-2204-53075 FIRST AID SUP	17,797	18,900	18,350	18,900	18,000	18,000	18,000	18,000	(900)	(4.76)	
250-2204-53090 CLOTHING SAFE	2,628	3,500	1,000	3,500	3,000	3,000	3,000	3,000	(500)	(14.29)	
250-2204-53300 PUBLIC RELATI Gala (50% EMS funded, 50% GF funded)	4,538	2,250	2,100	2,250	3,250	3,250	3,250	3,250	1,000	44.44	
250-2204-53620 AMBULANCE SUP	0	2,625	0	2,625	2,500	2,500	2,500	2,500	(125)	(4.76)	
250-2204-53640 LAUNDRY	2,324	2,300	0	2,300	2,300	2,300	2,300	2,300	0	.00	
<b>Total 250 EMS SERVICES</b>	<b>791,527</b>	<b>913,269</b>	<b>866,538</b>	<b>913,269</b>	<b>934,890</b>	<b>934,890</b>	<b>844,920</b>	<b>844,920</b>	<b>(68,349)</b>	<b>(7.48)</b>	

## 6. Coventry Farmers' Market at Hale Homestead

### PROGRAM DESCRIPTION

The Town took over the ownership and management of the Farmers' Market in 2015 and rebranded it as the Coventry Farmers' Market at Hale Homestead. The Ad Hoc Farmers' Market Operating Committee is a subcommittee of the Economic Development Commission and is the entity that oversees the Market operations. The Farmers' Market Manager and Director of Planning and Development are the staff responsible for the day to day operations. The Market functions are supported by sponsorships, donations, grants, and the revenue generated from vendor permits.

### PROGRAM COMMENTARY

Goals for the Committee for the upcoming fiscal year include: Explore operational alternatives to host the Market during the time of the pandemic while managing it to fulfill the mission to support agriculture, small business, community groups, culture, arts, food and health education; develop new and expanded programming and themes to continue to evolve the Market and maintain its relevance in the regional economy and market while respecting the requirements of the pandemic; continue to expand and diversify the volunteer support required for operation; continue to find new and expanded avenues for financial support of the Market via grants, donations, and sponsorships; continue to expand the connection and partnerships with local businesses, particularly in Coventry Village; strengthen the relationship with CT Landmarks and its new Executive Director.

Town of Coventry  
Council Recommended Budget

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023 Actual	2024 Base Budget	2024 Actual YTD	2024 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
234 COVENTRY FARMER'S M									
234-5507-51020 PART TIME Market Master.	26,106	25,000	17,797	25,000	25,000	25,000	25,000	0	.00
234-5507-52250 LEASE PAYMENT This line item is for the lease payment to CT Landmarks.	0	3,500	0	3,500	3,500	3,500	3,500	0	.00
234-5507-53225 PROGRAM COSTS	30,953	47,500	20,321	47,500	47,500	47,500	47,500	0	.00
<b>Total 234 COVENTRY FARM</b>	<b>57,059</b>	<b>76,000</b>	<b>38,118</b>	<b>76,000</b>	<b>76,000</b>	<b>76,000</b>	<b>76,000</b>	<b>0</b>	<b>.00</b>

Council Recommended Revenue Budget

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023 Actual	2024 Base Budget	2024 Actual YTD	2024 Est. Actual	Dept Head	Council	Inc/Dec	%
234 COVENTRY FARMER'S MARKET AT H								
234-5507-40429 FRIENDS OF THE MARKET "Friends of the market" program	9,971	8,000	780	8,000	8,000	8,000	0	.00
234-5507-40562 VENDOR FEES Vendor Fees	59,709	56,000	12,379	56,000	56,000	56,000	0	.00
234-5507-40802 SPONSORSHIPS Donations and sponsorships	32	5,000	1,055	5,000	5,000	5,000	0	.00
234-5507-40925 SALE OF GOODS TOWN This line item is relative to the sale of tasting glasses for the alcohol related events.	1,841	7,000	6,705	7,000	7,000	7,000	0	.00
<b>Total 234 COVENTRY FARMER'S MARKE</b>	<b>71,553</b>	<b>76,000</b>	<b>20,919</b>	<b>76,000</b>	<b>76,000</b>	<b>76,000</b>	<b>0</b>	<b>.00</b>

UNIFORM CODE OF ACCOUNTS  
OBJECT CODE SUMMARY

**10 Personal Services**

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**Wages & Salaries: Payroll costs for employees.**

- 51000 Salary And Wages
- 51010 Regular Full Time
- 51020 Part Time
- 51030 Overtime
- 51040 Temporary
- 51090 Other

**Employee Benefits: Fringe benefit costs for employees.**

- 51060 Fica
- 51070 Pension
- 51100 Longevity
- 51110 Differential
- 51711 Health Ins General Admin
- 51712 Health Ins Public Safety
- 51713 Health Ins Public Works
- 51714 Health Ins Human Services
- 51715 Health Ins Civic & Cultural
- 51720 Life Insurance
- 52290 Worker's Compensation

**20 Contractual**

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**Professional Services: Cost of outside professional services.**

- 52010 Architects And Engineering
- 52030 Legal
- 52040 Licenses/Support-Data Processing
- 52050 Insurance
- 52060 Indexing Recording
- 52070 Other Professional Services
- 52280 Audit

**"Employee Development: Professional Association dues, local, regional and national meetings including transportation, lodging, meals and other training expenses such as conference registration fees, seminars and in-house courses."**

- 52080 Professional Affiliation
- 52090 Travel Meetings Mileage
- 52100 Training
- 52220 Meals

UNIFORM CODE OF ACCOUNTS  
OBJECT CODE SUMMARY (Continued)

**20 Contractual (Continued)**

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**Postage Cost of all postage fees and permits.**

52110 Postage

**Equipment Operation and Maintenance: Cost of services required for operating and monitoring town-owned equipment.**

52130 Service Contracts  
52140 Equipment Repairs  
52150 Radio And Alarm Repairs  
52160 Building Repairs/maintenance

**"Notices of Public hearings, referendums, invitations to bid, job announcements and other legal notices"**

52170 Advertising

**Printing & Duplicating**

52180 Printing  
52190 Copiers

**Rental: Fees paid for use of equipment.**

52200 Equipment Rental

**Sundry: Grants and contributions to affiliated associations, regional agencies and miscellaneous obligations.**

52210 General Assistance  
52240 Miscellaneous  
52250 Grants And Contributions  
52260 Negotiated Union Contract  
52270 Other Services

**30 Commodities (Materials & Supplies)**

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**"Office Products: Costs of materials and supplies, other than those used for operation and maintenance. Usually consumable supplies and items such as staples, tape dispensers, and other office items."**

53010 Office Supplies  
53020 Office Equipment  
53030 Microfilm Photo Supplies

UNIFORM CODE OF ACCOUNTS  
OBJECT CODE SUMMARY (Continued)

**30 Commodities (Materials & Supplies) (Continued)**

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**"Vehicle Fuel, Lubricants"**

53040 Gasoline  
53050 Diesel Fuel  
53060 Motor Oil Lubricants

**"Janitorial, Paper Goods: Cleaning goods, bathroom supplies, lamps, and paper."**

53070 Custodial Supplies  
53080 Paper Goods

**"Clothing - Safety Equipment: All safety equipment, clothing, first aid kits and other loss control items."**

53090 Clothing Safety Equipment

**"Repair Parts: Replacement materials and supplies for town office equipment, cars and trucks."**

53100 Auto Parts  
53110 Truck Parts  
53120 Equipment Parts  
53240 Tires

**Materials and Supplies: Cost of materials and supplies for the repair and maintenance of town-owned facilities and roads.**

53130 Welding Supplies  
53140 Hand Tools  
53150 Building Supplies  
53160 Cement Sand Salt Gravel  
53170 Ground Supplies  
53180 Street Cleaning Supplies  
53190 Police Equipment Supplies  
53200 Traffic Control Signs  
53210 Other Purchased  
53280 Asphalt/hot & Cold Patch

**"Books, Periodicals, Software: Acquisition of technical books, computer software, newspaper subscriptions, special reports and other publications."**

53220 Subscriptions Books

**Internal Transfers: Allows inter-fund transfers.**

53230 Transfers

UNIFORM CODE OF ACCOUNTS  
OBJECT CODE SUMMARY (Continued)

**30 Commodities (Materials & Supplies) (Continued)**

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Public Relations: Special events and informational newsletters.

53300 Public Relations

**40 Capital Outlay (Cost of capital purchases such as furniture, equipment, and pre-manufactured facilities.)**

54010 Improvements Not Building  
54020 Office Furniture & Equipment  
54030 Automobile  
54040 Trucks  
54050 Other Equipment  
54070 Telephone Systems  
54080 Computer And Data Systems  
54090 Radio/communications Costs  
54100 Improvement Buildings

**50 Utilities**

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55010 Telephone  
55020 Electric  
55030 Heating Fuel  
55040 Water  
55050 Sewer

**Town of Coventry  
Town Council Proposed Budget  
Summary by Department**

**Budget Fiscal Year: 2025**

	2023	2024	2024					
	Actual	Base Budget	Actual YTD	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
1101 TOWN COUNCIL	43,371	38,964	41,141	40,514	42,014	42,014	3,050	7.83%
1201 TOWN MANAGER	243,560	249,975	194,780	269,645	269,075	269,075	19,100	7.64%
1300 FINANCE ADMINISTRATION	138,678	149,790	112,622	150,030	149,930	149,930	140	0.09%
1301 ACCOUNTING	140,408	155,850	114,782	160,200	160,200	160,200	4,350	2.79%
1302 COLLECTOR OF REVENUE	118,225	122,890	84,887	130,990	130,990	129,790	6,900	5.61%
1303 ASSESSOR	157,343	173,936	126,553	177,046	177,046	177,046	3,110	1.79%
1304 ASSESSMENT APPEALS	168	500	100	1,000	1,000	800	300	60.00%
1305 TREASURER	26,574	28,850	20,361	28,850	28,850	28,850	0	0.00%
1306 INFORMATION TECHNOLOGY	252,410	260,365	257,100	315,725	315,725	315,725	55,360	21.26%
1401 PLANNING	171,307	170,350	114,600	181,965	181,965	182,105	11,755	6.90%
1402 ZONING BOARD/APPEALS	13,540	18,530	14,979	24,940	24,940	25,240	6,710	36.21%
1403 CONSERVATION	1,846	3,500	360	3,700	3,700	3,260	-240	-6.86%
1404 ECONOMIC DEVELOPMENT	21,372	21,445	8,907	21,040	21,040	21,040	-405	-1.89%
1406 INLAND WETLANDS	100,614	116,680	78,293	120,780	120,780	120,880	4,200	3.60%
1407 P&Z COMMISSION	363	1,075	259	675	475	700	-375	-34.88%
1501 LEGAL COUNSEL	68,907	80,000	75,200	80,000	80,000	80,000	0	0.00%
1502 PROBATE COURT	8,809	9,020	9,013	9,050	9,050	9,050	30	0.33%
1601 RECORDING/LICENSING	173,501	189,080	137,575	199,990	199,790	196,190	7,110	3.76%
1701 ELECTIONS	70,410	73,440	50,040	124,215	119,215	119,215	45,775	62.33%
1801 TOWN OFFICE BLDG.	81,338	97,450	72,929	102,330	100,450	100,450	3,000	3.08%
1802 CENTRAL SERS./SUPPLY	43,769	47,550	31,139	47,800	47,800	47,800	250	0.53%
2101 POLICE ADMINISTRATION	323,770	347,310	267,214	363,465	363,465	363,465	16,155	4.65%
2102 POLICE OPERATIONS	1,319,012	1,423,025	1,034,902	1,730,925	1,713,250	1,528,750	105,725	7.43%
2103 POLICE SUPPORTIVE SERVICES	370,080	369,930	306,261	401,345	397,495	390,015	20,085	5.43%
2104 POLICE MARINE PATROL	3,460	3,825	4,318	15,800	11,800	11,800	7,975	208.50%
2105 POLICE STATION	70,206	76,285	69,871	81,635	81,635	81,115	4,830	6.33%
2201 FIRE MARSHAL	16,020	22,500	10,132	21,050	21,050	21,050	-1,450	-6.44%
2202 STATION 118	34,815	38,885	33,107	39,985	36,985	36,985	-1,900	-4.89%
2203 STATION 218	39,866	39,115	41,363	39,910	39,910	39,910	795	2.03%
2206 STATION 418	4,020	6,880	4,894	6,880	6,080	6,080	-800	-11.63%
2207 JOINT FIRE BUDGET	344,144	334,320	301,908	915,240	864,130	355,240	384,840	6.26%
2208 STATION 318	10,453	15,665	17,392	15,715	15,715	15,715	50	0.32%
2301 EMERGENCY MANAGEMENT	28,232	33,990	30,490	32,340	37,590	37,590	3,600	10.59%
2401 ANIMAL CONTROL	78,938	82,630	60,935	85,595	85,345	85,345	2,715	3.29%
3100 ROADS & DRAINAGE	584,882	607,375	471,292	649,225	630,225	694,106	86,731	14.28%
3101 PUBLIC WORKS BUILDING	75,375	84,340	91,561	90,290	88,290	88,290	3,950	4.68%
3102 SNOW REMOVAL	247,101	288,510	249,658	331,010	299,850	281,850	-6,660	-2.31%
3103 FACILITY MAINTENANCE	440,816	448,340	345,584	506,095	474,000	479,000	30,660	6.84%
3104 PUBLIC WORKS ADMINISTRATION	249,507	266,035	180,854	278,635	277,800	195,200	-70,835	-26.63%
3105 FLEET MAINTENANCE	496,071	559,250	462,884	586,760	582,650	576,530	17,280	3.09%
3107 MATCHING FUNDS	2,500	2,500	2,500	2,500	2,500	2,500	0	0.00%
3108 STREET LIGHTS	45,560	47,000	41,358	49,950	49,950	49,950	2,950	6.28%
3109 CEMETERY COMM.	32,914	26,495	23,091	19,355	19,355	28,355	1,860	7.02%
3110 TREE WARDEN	123,920	75,250	74,089	105,750	66,250	74,250	-1,000	-1.33%
3111 FACILITIES - OTHER	2,792	4,000	3,428	5,245	4,155	4,155	155	3.88%
3201 ENGINEERING	92,729	111,450	103,760	143,990	143,990	133,990	22,540	20.22%
3301 BLDG. INSPECTION	153,438	162,340	113,909	158,043	158,043	158,043	-4,297	-2.65%
3302 BUILDING CODE BD. OF APPEALS	45	45	0	45	0	0	-45	-100.00%
3501 HEALTH DEPT.	69,573	70,940	70,935	72,000	72,693	72,693	1,753	2.47%
4200 HUMAN SERVICES/GA	198,134	215,240	167,500	223,861	224,361	224,361	9,121	4.24%
4205 ELDERLY SERVICES	118,426	136,735	104,347	141,240	140,360	140,410	3,675	2.69%
5101 BOOTH DIMOCK/PORTER LIBRARIES	544,126	569,290	142,323	617,000	599,300	599,300	30,010	5.27%
5201 PARKS & REC SUPV/OPERATIONS	81,793	84,900	63,150	87,870	87,870	87,870	2,970	3.50%
5202 LISICKE	2,700	2,700	2,700	1,950	1,950	1,950	-750	-27.78%
5203 PATRIOTS PARK	30,000	29,000	29,000	33,000	33,000	33,000	4,000	13.79%
5204 CAMP CREASER	2,300	2,300	2,300	2,850	2,850	2,850	550	23.91%
5205 MILLBROOK PLACE	2,800	2,800	2,800	0	0	0	-2,800	-100.00%
5206 LAIDLAW PARK	600	600	600	950	950	950	350	58.33%
5207 MILLER RICHARDSON	2,700	2,700	2,700	3,200	3,200	3,200	500	18.52%
5210 PARKS & REC OPERATIONS	23,300	23,300	23,300	34,545	34,545	29,897	6,597	28.31%
5215 COMMUNITY EVENTS	1,900	1,900	1,900	1,800	1,800	1,800	-100	-5.26%
5301 MEMORIAL DAY	2,322	3,675	3,077	0	3,400	3,400	-275	-7.48%
8101 MUNICIPAL INSURANCE	355,389	359,220	311,894	404,220	404,220	404,220	45,000	12.53%
8102 PENSION/SOCIAL SECURITY	1,069,782	1,145,300	991,084	1,210,600	1,210,600	1,204,300	59,000	5.15%
8103 HEALTH INSURANCE	1,132,996	1,304,600	952,234	1,364,320	1,364,320	1,364,320	59,720	4.58%
8301 CONTINGENCY	24,873	25,000	1,996	25,000	25,000	25,000	0	0.00%
8303 CLAIMS AND LOSSES	83,723	25,000	7,700	25,000	25,000	25,000	0	0.00%
*** Grand Total ***	\$10,814,636	\$ 11,491,730	\$ 8,773,915	\$ 13,116,669	\$ 12,890,962	\$ 12,143,160	\$ 1,015,350	5.67%

## MIL RATE CALCULATION FOR FY 24/25

The Town's finance policy calls for calculating the annual collection rate by using a weighted average of the past three years:

2 times most recent + 2 years prior + 3 years prior/4 = rate

When the actual numbers are inserted into the formula it is:

FY	
2023	99.83% (*2)
2022	98.74%
2021	98.88%
	99.31% (Collection rate for FY24-25)

Under current legislation, the motor vehicle mil rate is capped at 32.46 mil. With a motor vehicle grand list of 132,014,700 and the above collection rate, this should generate \$4,255,629 in revenue.

The value of a mil is calculated by multiplying the current real estate and personal property grand lists by the collection rate and dividing by 1000:

	October 1, 2023 Grand List
RE	\$ 912,907,350
PP	\$ 53,374,670
	\$ 966,282,020
Collection Rate	99.31%
	\$ 959,614,674
One mil equals	\$ 959,615
Current Taxes	\$ 36,858,081
Motor Vehicle taxes	\$ (4,255,629)
Additional taxes needed	\$ 32,602,452
One Mil	\$ 959,615
Mil Rate	33.97