

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 Actual	2024 Base Budget	2024 Actual YTD	2024 Est. Actual	Dept Head	Council	Inc/Dec	%
7502 SEWER USER REVENUES								
223-7502-40202 TRANSFER TO RESERVES Use of Fund Balance.	0	74,017	0	74,017	4,920	12,470	(61,547)	(83.15)
223-7502-40211 CURRENT Increase of \$50 per unit. 5450 units * 1,230 = \$553,500 Less 5% uncollectible reserve (\$27,675). Uncollectible 5-year average collections.	467,089	464,450	458,778	464,450	525,825	525,825	61,375	13.21
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 Permit fees for sewer inspections.	600	250	800	250	350	350	100	40.00
Total 7502 SEWER USER REVENUES	526,757	565,217	490,007	565,217	558,595	566,145	928	.16

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 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
NEINPCC, 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 Inc/Dec	%
	Actual	Base Budget	Actual YTD	Est. Actual						
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 HA 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 FBES 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)
Total 223 SEWER OPERATI	779,402	565,217	582,540	565,217	558,595	558,595	566,145	928	.16

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

Town of Coventry

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	%
218 COVRA								
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 COVRA	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 COVRRR									
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.
218-7601-52170 ADVERTISING	0	500	0	500	0	0	0	(500)	(100.
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 COVRRR 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		Dept Head	Town Manager	Council	Cou/Bud	
	Actual	Base Budget	Actual YTD	Est. Actual				Inc/Dec	%
218-7601-55130 DISPOSAL FEES Disposal of MSW, Recycling and Bulk curbside 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)
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
Total 218 COVERRA	1,553,248	1,545,505	1,534,848	1,545,505	1,714,155	1,714,155	1,714,155	168,650	10.91

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.

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	%
224 RECREATION PROGRAMS									
224-5202-40421 USER FEES COL	13,488	13,400	6,654	13,400	14,330	14,330	14,330	930	6.94
224-5202-40871 TRANSFER FROM General Fund transfer	2,700	2,700	2,700	2,700	1,950	1,950	1,950	(750)	(27.78)
224-5203-40421 USER FEES COL	16,019	25,000	15,295	25,000	20,000	20,000	20,000	(5,000)	(20.00)
224-5203-40422 RENTAL INCOME	28,569	18,000	22,431	18,000	25,000	25,000	25,000	7,000	38.89
224-5203-40424 BOATHOUSE CON EO Smith UCONN Rec UCONN Crew	10,923	10,200	10,200	10,200	12,000	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	33,000	4,000	13.79
224-5204-40421 USER FEES COL	25	100	(10)	100	150	150	150	50	50.00
224-5204-40424 COMMUNITY GAR 21 plots	600	600	590	600	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	2,850	550	23.91
224-5205-40422 RENTAL INCOME	18,147	13,000	17,907	13,000	20,000	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	0	(2,800)	(100.0)
224-5206-40422 RENTAL INCOME YTD 2/10 = \$0	0	500	197	500	100	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	950	350	58.33
224-5207-40422 RENTAL INCOME	444	1,000	120	1,000	0	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	3,200	500	18.52
224-5210-40601 INVESTMENT IN	3,317	500	4,224	500	2,000	2,000	2,000	1,500	300.00
224-5210-40623 CREDIT CARD F	10,606	8,000	8,391	8,000	11,000	11,000	11,000	3,000	37.50
224-5210-40862 (CONTRIBUTION Projected increase to Fund Balance To fund future capital projects	0	(15,310)	0	(15,310)	(40,900)	(43,400)	(28,752)	(13,442)	87.80
224-5210-40871 TRANSFER FROM General fund transfer	23,300	23,300	23,300	23,300	34,545	34,545	19,897	(3,403)	(14.61)
224-5211-40803 SWIM LESSON F	(285)	8,640	4,267	8,640	4,800	4,800	4,800	(3,840)	(44.44)

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	%
224-5212-40817 PROGRAM FEE R Kids Night Out Parent/Child Paint Night Special Person Dance School Break Camp Golf Afterschool Enrichment	10,705	12,000	22,420	12,000	10,110	10,110	10,110	(1,890)	(15.75)
224-5213-40817 PROGRAM FEE R 4 Trips	5,075	5,200	2,809	5,200	5,200	5,200	5,200	0	.00
224-5214-40817 PROGRAM FEE R Thi Chi Yoga Simply Fit	20,976	13,000	15,009	13,000	12,710	12,710	12,710	(290)	(2.23)
224-5215-40429 DONATIONS	1,215	100	1,150	100	240	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	1,800	(100)	(5.26)
224-5216-40817 PROGRAM FEE R Paint Night Basketball Golf Soccer CPR Tag Sale	8,969	5,700	8,751	5,700	8,245	8,245	8,245	2,545	44.65
224-5217-40817 PROGRAM FEE R Art Camp Tech Camp Sports	17,454	17,000	9,098	17,000	12,900	12,900	12,900	(4,100)	(24.1)
224-5218-40808 CITS	4,118	4,375	5,129	4,375	9,090	9,090	9,090	4,715	107.77
224-5218-40809 BEFORE/AFTER	5,130	7,000	6,971	7,000	10,000	10,000	10,000	3,000	42.86
224-5218-40810 SUMMER CAMP F	144,617	136,800	107,571	136,800	133,980	133,980	133,980	(2,820)	(2.06)
224-5218-40813 RECREATION TR \$45/trip * 45 kids * 4 trips = \$8100	3,990	8,100	6,114	8,100	5,150	5,150	5,150	(2,950)	(36.42)
224-5219-40820 FIRST NIGHT/F Coventry Cares Donation	0	0	22,625	0	0	0	0	0	.00
224-5220-40817 PROGRAM FEE R	43,966	36,100	40,620	36,100	36,125	36,125	36,125	25	.07
224-5221-40421 USER FEES COL	80,449	78,500	64,795	78,500	65,550	65,550	65,550	(12,950)	(16.50)
224-5221-40441 MORNING CARE	19,255	19,950	16,395	19,950	21,850	21,850	21,850	1,900	9.52
224-5221-40705 OTHER Registration fees	0	0	0	0	2,500	2,500	2,500	2,500	.00

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	%
224-5221-40817 PROGRAM FEE R Vacation days	0	0	0	0	9,900	9,900	9,900	9,900	.00
Total 224 RECREATION PR	534,072	492,755	485,023	492,755	490,925	488,425	488,425	(4,330)	(.88)

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	%
224 RECREATION PROGRAMS									
224-5202-51042 GATEKEEPERS/M	10,264	11,800	7,210	11,800	11,880	11,880	11,880	80	.68
224-5202-51043 CLEANING & MA	45	1,335	0	1,335	0	0	0	(1,335)	(100.0)
224-5202-51060 FICA	1,748	1,005	1,500	1,005	925	925	925	(80)	(7.96)
224-5202-52130 SERVICE CONTR Winterization and pumping of bathrooms.	200	1,200	600	1,200	1,200	1,200	1,200	0	.00
224-5202-52140 EQUIPMENT REP	1,303	1,000	300	1,000	1,000	1,000	1,000	0	.00
224-5202-52350 EQUIPMENT	1,898	750	707	750	1,000	1,000	1,000	250	33.33
224-5202-53090 CLOTHING SAFE Gate Keeper Equipment - 50%	0	500	0	500	0	0	0	(500)	(100.0)
224-5202-55020 ELECTRIC	676	680	700	680	750	750	750	70	10.29
224-5203-51040 LIFE GUARDS AT Lifeguards	14,945	25,910	14,775	25,910	30,910	30,910	30,910	5,000	19.30
224-5203-51042 GATEKEEPERS/M	13,951	16,290	10,585	16,290	14,110	14,110	14,110	(2,180)	(13.38)
224-5203-51043 CLEANING & MA	10,615	13,735	10,139	13,735	16,340	16,340	16,340	2,605	18.97
224-5203-51060 FICA	3,183	4,280	2,112	4,280	4,695	4,695	4,695	415	9.70
224-5203-52100 TRAINING guards gatekeepers instructor cost	1,332	2,700	1,776	2,700	2,800	2,800	2,800	100	3.70
224-5203-52130 SERVICE CONTR port o john trash water testing plumbing heating Rug Cleaning	14,251	16,750	12,155	16,750	16,500	16,500	16,500	(250)	(1.49)
224-5203-52140 EQUIPMENT REP	1,486	2,500	150	2,500	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	7,000	(500)	(6.67)
224-5203-52161 PLAYGROUND SA	1,933	0	2,000	0	2,200	2,200	2,200	2,200	.00
224-5203-52240 MISCELLANEOUS Digiquatics scheduler Parkzapp = playground inspection	2,120	1,000	800	1,000	1,000	1,000	1,000	0	.00
224-5203-53070 CUSTODIAL SUP	3,462	2,600	2,700	2,600	3,300	3,300	3,300	700	26.92
224-5203-53090 CLOTHING SAFE Gate Keeper Equipment - shirts and supplies 50%	1,866	1,000	851	1,000	2,000	2,000	2,000	1,000	100.00
224-5203-55020 ELECTRIC	2,654	3,200	2,600	3,200	3,000	3,000	3,000	(200)	(6.25)
224-5203-55050 SEWER	1,600	2,500	2,000	2,500	2,500	2,500	2,500	0	.00
224-5203-58420 MAJOR MAINTEN	1,969	4,000	0	4,000	4,000	4,000	4,000	0	.00
224-5204-52130 SERVICE CONTR Port o John * 7 months	2,181	1,050	1,607	1,050	2,850	2,850	2,850	1,800	171.43

Town of Coventry
Council Recommended Budget

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023	2024	2024	2024	Dept Head	Town Manager	Council	Cou/Bud	
	Actual	Base Budget	Actual YTD	Est. Actual				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	2,864	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	924	1,000	500	500	500	(500)	(50.00)
224-5205-52160 BUILDING REPA Elavator, 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	1,550	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	1,000	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	4,555	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	13,882	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	2,026	2,220	4,590	4,590	4,590	2,370	106.7
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	1,720	1,300	1,500	1,500	1,500	200	15.38
224-5210-52130 SERVICE CONTR CivicRec Credit Cards	19,567	14,000	18,039	14,000	16,000	16,000	16,000	2,000	14.29
224-5210-52180 PRINTING 06238 Newsletter Canva	2,747	3,900	3,972	3,900	3,800	3,800	3,800	(100)	(2.56)
224-5210-52240 MISCELLANEOUS	749	250	250	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	200	250	150	150	150	(100)	(40.00)

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	%
224-5212-51020 PART TIME	4,576	7,000	2,348	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	8,861	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	6,994	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	637	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	2,504	4,300	1,440	1,440	1,440	(2,860)	(66.51)
224-5217-51860 EXPENDITURES	17,269	15,815	14,349	15,815	10,370	10,370	10,370	(5,445)	(34.43)
224-5218-51010 REGULAR FULL	19,305	18,800	16,081	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	68,398	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	118	0	0	0	0	0	.00
224-5218-51060 FICA	7,441	7,245	7,015	7,245	7,115	7,115	7,115	(130)	(1.79)
224-5218-52100 TRAINING	2,167	1,200	673	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	3,040	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	1,726	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	23,985	26,130	24,000	24,000	24,000	(2,130)	(8.15)
224-5221-51010 REGULAR FULL	20,734	19,400	13,668	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	22,348	49,680	26,570	26,570	26,570	(23,110)	(46.52)
224-5221-51060 FICA	2,508	5,285	995	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	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	5,273	4,500	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	0	.00
224-5221-55020 ELECTRIC	3,791	3,900	3,900	3,900	4,300	4,300	4,300	400	10.26
224-5221-55030 HEATING FUEL	6,157	7,000	7,736	7,000	7,000	7,000	7,000	0	.00
Total 224 RECREATION PR	453,646	492,755	371,281	492,755	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.

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Town of Coventry
Council Recommended Budget

Budget Fiscal Year: 2025 to 2025

Account# and Description	2023	2024	2024	2024	Dept Head	Town Manager	Council	Cou/Bud	
	Actual	Base Budget	Actual YTD	Est. Actual				Inc/Dec	%
250 EMS SERVICES									
250-2204-40429 DONATIONS	4,525	0	1,580	0	0	0	0	0	.00
250-2204-40601 INVESTMENT IN	1,024	1,000	2,432	1,000	1,000	1,000	1,000	0	.00
250-2204-40624 GENERAL FUND	362,500	362,500	362,500	362,500	508,890	508,890	298,920	(63,580)	(17.54)
250-2204-40805 AMBULANCE REV	475,295	460,000	374,329	460,000	425,000	425,000	450,000	(10,000)	(2.17)
250-2204-40874 TRANSFER FROM	0	89,769	0	89,769	0	0	30,000	(59,769)	(66.58)
Use of Fund Balance									
Total 250 EMS SERVICES	843,344	913,269	740,841	913,269	934,890	934,890	779,920	(133,349)	(14.60)

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	32,677	46,500	300,000	300,000	257,500	211,000	453.76
250-2204-51020 PART TIME part time staff	0	0	0	0	168,500	168,500	118,530	118,530	.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	9,672	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	709	800	400	400	400	(400)	(50.00)
250-2204-52090 TRAVEL MEETIN Quarterly Ambulance Stipend - 2nd calls	4,780	6,000	8,090	6,000	12,000	12,000	12,000	6,000	100.00
250-2204-52100 TRAINING	6,474	9,000	8,563	9,000	9,000	9,000	9,000	0	.
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	737,907	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	2,243	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	2024	Dept Head	Town Manager	Council	Cou/Bud	
	Actual	Base Budget	Actual YTD	Est. Actual				Inc/Dec	%
250-2204-53020 OFFICE EQUIPM	150	2,000	0	2,000	1,500	1,500	1,500	(500)	(25.00)
250-2204-53040 GASOLINE	8,690	1,725	6,925	1,725	8,500	8,500	8,500	6,775	392.75
250-2204-53050 DIESEL FUEL	6,099	9,200	3,161	9,200	7,000	7,000	7,000	(2,200)	(23.91)
250-2204-53070 CUSTODIAL SUP	0	309	0	309	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	(900)	(4.76)
250-2204-53090 CLOTHING SAFE	2,628	3,500	1,000	3,500	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	1,000	44.44
250-2204-53620 AMBULANCE SUP	0	2,625	0	2,625	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	0	.00
Total 250 EMS SERVICES	791,527	913,269	893,341	913,269	934,890	934,890	779,920	(133,349)	(14.60)

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
Total 234 COVENTRY FARM	57,059	76,000	38,118	76,000	76,000	76,000	76,000	0	.00

Town of Coventry

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
Total 234 COVENTRY FARMER'S MARKE	71,553	76,000	20,919	76,000	76,000	76,000	0	.00

UNIFORM CODE OF ACCOUNTS
OBJECT CODE SUMMARY

10 Personal Services

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

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)

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)

"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)

"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 reposts 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)

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

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	44,535	40,514	42,014	42,014	3,050	7.83%	
1201 TOWN MANAGER	243,560	249,975	223,848	269,645	269,075	269,075	19,100	7.64%	
1300 FINANCE ADMINISTRATION	138,678	149,790	125,418	150,030	149,930	149,930	140	0.09%	
1301 ACCOUNTING	140,408	155,850	132,431	160,200	160,200	160,200	4,350	2.79%	
1302 COLLECTOR OF REVENUE	118,225	122,890	98,787	130,990	130,990	129,790	6,900	5.61%	
1303 ASSESSOR	157,343	173,936	145,294	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	23,523	28,850	28,850	28,850	0	0.00%	
1306 INFORMATION TECHNOLOGY	252,410	260,865	260,076	315,725	315,725	315,725	55,360	21.26%	
1401 PLANNING	171,307	170,350	129,627	181,965	181,965	182,105	11,755	6.90%	
1402 ZONING BOARD/APPEALS	13,540	18,530	15,870	24,940	24,940	25,240	6,710	36.21%	
1403 CONSERVATION	1,846	3,500	2,123	3,700	3,700	3,260	-240	-6.86%	
1404 ECONOMIC DEVELOPMENT	21,372	21,445	10,261	21,040	21,040	21,040	-405	-1.89%	
1406 INLAND WETLANDS	100,614	116,680	90,443	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	85,200	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	155,383	199,990	199,790	196,190	7,110	3.76%	
1701 ELECTIONS	70,410	73,440	65,954	124,215	119,215	119,215	45,775	62.33%	
1801 TOWN OFFICE BLDG.	81,338	97,450	77,894	102,330	100,450	100,450	3,000	3.08%	
1802 CENTRAL SERS./SUPPLY	43,769	47,550	31,382	47,800	47,800	47,800	250	0.53%	
2101 POLICE ADMINISTRATION	323,770	347,310	304,824	363,465	363,465	363,465	16,155	4.65%	
2102 POLICE OPERATIONS	1,319,012	1,423,025	1,227,529	1,730,925	1,713,250	1,510,550	87,525	6.15%	
2103 POLICE SUPPORTIVE SERVICES	370,080	369,930	344,381	401,345	397,495	385,215	15,285	4.13%	
2104 POLICE MARINE PATROL	3,460	3,825	4,410	15,800	11,800	6,800	2,975	77.78%	
2105 POLICE STATION	70,206	76,285	72,943	81,635	81,635	81,115	4,830	6.33%	
2201 FIRE MARSHAL	16,020	23,500	11,840	21,050	21,050	21,050	-1,450	-6.44%	
2202 STATION 118	34,815	38,885	37,305	39,985	36,985	36,985	-1,900	-4.89%	
2203 STATION 218	39,886	39,115	43,331	39,910	39,910	39,910	795	2.03%	
2206 STATION 418	4,020	6,880	-6,625	6,880	6,080	6,080	-800	-11.63%	
2207 JOINT FIRE BUDGET	344,144	334,320	308,314	915,240	864,130	654,160	319,840	95.67%	
2208 STATION 318	10,453	15,665	28,911	15,715	15,715	15,715	50	0.32%	
2300 EMERGENCY MANAGEMENT	28,232	33,990	32,652	32,340	37,590	37,590	3,600	10.59%	
2401 ANIMAL CONTROL	78,938	82,630	70,519	85,595	85,345	85,345	2,715	3.29%	
3100 ROADS & DRAINAGE	584,882	607,375	540,531	649,225	630,225	653,106	45,731	7.53%	
3101 PUBLIC WORKS BUILDING	75,375	84,340	94,603	90,290	88,290	88,290	3,950	4.66%	
3102 SNOW REMOVAL	247,101	288,510	249,679	331,010	299,850	267,850	-20,660	-7.16%	
3103 FACILITY MAINTENANCE	440,816	448,340	397,126	506,095	474,000	479,000	30,660	6.84%	
3104 PUBLIC WORKS ADMINISTRATION	249,507	266,035	198,867	278,635	277,800	195,200	-70,835	-26.63%	
3105 FLEET MAINTENANCE	496,071	559,250	484,602	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	25,513	19,355	19,355	28,355	1,860	7.02%	
3110 TREE WARDEN	123,920	75,250	74,608	105,750	66,250	74,250	-1,000	-1.33%	
3111 FACILITIES - OTHER	2,792	4,000	3,740	5,245	4,155	4,155	155	3.88%	
3201 ENGINEERING	92,729	111,450	117,515	143,990	143,990	133,990	22,540	20.22%	
3301 BLDG. INSPECTION	153,438	162,340	129,701	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	191,722	223,861	224,361	224,361	9,121	4.24%	
4205 ELDERLY SERVICES	118,426	136,735	117,368	141,240	140,360	140,410	3,675	2.69%	
5101 BOOTH DIMOCK/PORTER LIBRARIES	544,126	569,290	284,646	617,000	599,300	599,300	30,010	5.27%	
5201 PARKS & REC SUPV/OPERATIONS	81,793	84,900	72,865	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	19,897	-3,403	-14.61%	
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	344,553	404,220	404,220	404,220	45,000	12.53%	
8102 PENSION/SOCIAL SECURITY	1,069,782	1,145,300	1,065,501	1,210,600	1,210,600	1,204,300	59,000	5.15%	
8103 HEALTH INSURANCE	1,132,996	1,304,600	1,061,000	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%	
8302 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	\$ 9,854,761	\$ 13,116,669	\$ 12,890,962	\$12,349,080	\$ 857,350	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:

$$2 \text{ times most recent} + 2 \text{ years prior} + 3 \text{ years prior} / 4 = \text{rate}$$

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	\$ 966,282,020
PP	\$ 53,374,670
	\$ 1,019,656,690
Collection Rate	99.31%
	\$ 1,012,621,059
One mil equals	\$ 959,615
Current Taxes	\$ 36,223,081
Motor Vehicle taxes	\$ (4,255,629)
Additional taxes needed	\$ 31,967,452
One Mil	\$ 959,615
Mil Rate	33.31