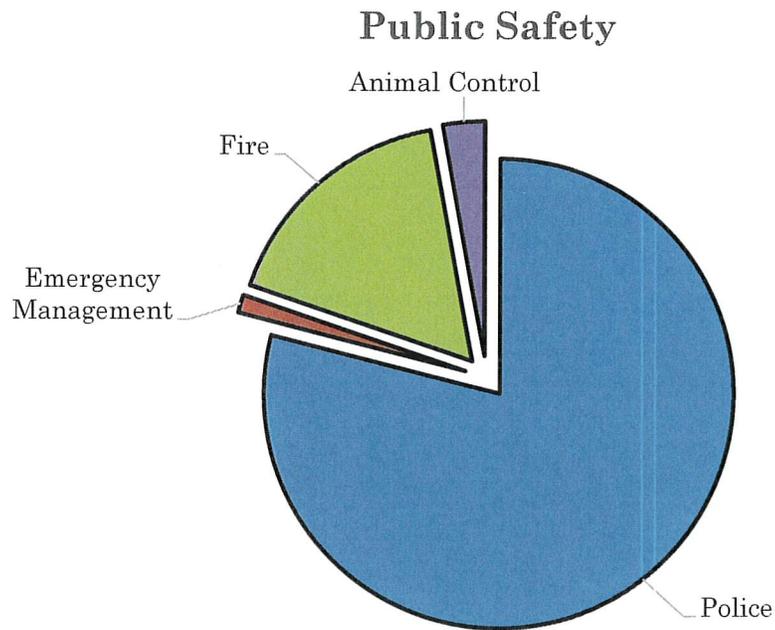


Public Safety



Public Safety represents 25.20% of the total General Government budget. Within this category are four departmental areas.

2101 POLICE ADMINISTRATION

PROGRAM DESCRIPTION

The Police Administrative activity has the ultimate responsibility of providing the resource guidance and direction of police personnel to provide 24-hour a day police services. Duties include the overall management, supervision and control of the agency. Specific tasks include personnel management, discipline, planning, budgeting, training, accounting, payroll, internal investigations, recruitment, training, inspections, grant administration and Accreditation compliance. The police administration consists of the Chief of Police and Executive Assistant. A Police Captain is also assigned to assist with the administrative function

Other administrative tasks include meeting with citizen groups and members of the public regarding the efficient and effective delivery of police services. Also included is coordination with state and local agencies regarding traffic, zoning, health and recreational issues.

There are numerous reports, reviews and analysis that take place throughout the year to ensure the effective and efficient delivery of professional police services and compliance with modern police practices and principal.

PROGRAM COMMENTARY

The department continues to seek and receive grant funding to assist in purchasing equipment and supplement additional traffic enforcement initiatives. Officers continue to meet mandatory training standards as well as receive specialized training in a number of areas. The agency has maintained compliance with National and State Accreditation Standards and was reaccredited by CALEA in July 2024 and recognized as a Gold Standard agency. The agency continues in the CALEA four-year process and will have an annual review each year until our assessment for reaccreditation in 2028.

Town of Coventry Staffing Chart by Department

Regular full-time and part-time positions

Police Department	FY2024-25	FY2025-26
Administration		
Chief of Police	1	1
Captain	1	1
Administrative Assistant to the Chief of Police	1	1

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Town of Coventry
Council Recommended Budget

Budget Fiscal Year: 2026 to 2026

Account# and Description	2024 Actual	2025 Base Budget	2025 Actual YTD	2025 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
=====									
2101 POLICE ADMINISTRAT									
51010 REGULAR FULL TIME	325,101	338,110	316,302	338,110	349,110	349,110	349,110	11,000	3.25
51100 LONGEVITY	1,500	1,500	1,500	1,500	1,500	1,500	1,500	0	.00
52070 OTHER PROFESSIONAL SERVICES	5,756	6,000	7,884	6,000	6,000	6,000	6,000	0	.00
52080 PROFESSIONAL AFFILIATION	7,050	7,050	6,884	7,050	7,050	7,050	7,050	0	.00
52090 TRAVEL MEETINGS MILEAGE	1,070	1,160	1,016	1,160	1,600	1,600	1,100	(60)	(5.17)
52100 TRAINING	1,808	2,270	2,181	2,270	2,270	2,270	2,270	0	.00
52180 PRINTING	205	300	131	300	300	300	300	0	.00
52220 MEALS	149	500	341	500	500	500	500	0	.00
52869 FEES	4,075	4,075	3,094	4,075	4,075	4,075	4,075	0	.00
53010 OFFICE SUPPLIES	622	1,000	861	1,000	1,000	1,000	1,000	0	.00
53090 CLOTHING SAFETY EQUIPMENT Uniforms for Chief and Captain	312	1,500	44	1,500	1,800	1,800	1,500	0	.00

Total 2101 POLICE ADMIN	347,648	363,465	340,238	363,465	375,205	375,205	374,405	10,940	3.01
=====									

PROGRAM DESCRIPTION

Field officers provide 24 hour-a-day coverage for frequent and conspicuous patrol, investigation of criminal complaints, preserving the public peace, protecting life and property, investigating traffic accidents, enforcing traffic and parking regulations, and federal, state and local laws. In addition, officers maintain extra observation of areas and conditions which have generated citizen complaints or concerns. Field units respond to and render necessary assistance at medical emergencies, fire-related calls and roadway hazards.

Field units conduct preliminary and follow up investigations of criminal activity and collect evidence, interview witnesses and suspects in order to successfully conclude the investigation. A police detective conducts follow-up investigations of felonious crimes and those of a particularly serious nature. The detective collects intelligence information regarding criminal activity including narcotics related offenses and conducts the necessary follow-up. The detective also coordinates with other state and federal law enforcement agencies to bring cases to a successful conclusion, as well as fulfilling duties as property and evidence officer to ensure the chain of custody and proper handling and testing of forensic evidence.

In addition to the above duties, patrol supervisors give guidance and support to officers, make assignments of field personnel to ensure adequate staffing levels, consult with officers regarding case assignments and follow up, take and process complaints against personnel, conduct performance evaluations, and ensure adequate discipline and training.

PROGRAM COMMENTARY

There are at least two patrol officers on duty at all times. The department uses a 10-hour shift schedule for patrol officers in order to provide additional coverage during times of frequent activity. Overtime funds are used to fill shifts when necessary. The department participates with other municipal police departments in the region in service sharing agreements. Through these agreements, the agency conducts a variety of traffic enforcement efforts including sobriety checkpoints, targeted enforcement for hazardous violations and commercial truck inspection checkpoints. Additionally, the department participates in a regional crash investigation unit for serious investigations. Through these agreements, we are able to maximize our traffic enforcement effectiveness as well as take advantage of grant funding for such regional efforts. The department has been consistently recognized for its traffic safety programs. The agency also participates in the Capital Region Emergency Services Team (CREST) and has one officer assigned in a tactical role and another assigned as a negotiator, both on as-needed basis.

Town of Coventry Staffing Chart by Department

Regular full-time and part-time positions

Police Department	FY2024-25	FY2025-26
Operations (Patrol/investigations)		
Detective-Officer	1	1
Sergeant	5	5
Patrol Officer	8	8

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Town of Coventry
Council Recommended Budget

Budget Fiscal Year: 2026 to 2026

Account# and Description	2024 Actual	2025 Base Budget	2025 Actual YTD	2025 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
2102 POLICE OPERATIONS									
51010 REGULAR FULL TIME	1,159,504	1,291,500	1,170,572	1,291,500	1,425,300	1,362,280	1,351,100	59,600	4.61
5 SGTs									
9 OFFICERS									
1 PROMOTION									
1 TRAINEE									
TM remove Trainee									
51020 PART TIME	0	11,800	0	11,800	11,800	11,800	11,800	0	.00
51030 OVERTIME	162,584	97,000	145,190	97,000	97,000	97,000	97,000	0	.00
51090 OTHER	59,154	58,900	59,587	58,900	58,900	58,900	58,900	0	.00
51100 LONGEVITY	9,300	8,300	8,600	8,300	9,400	9,400	9,400	1,100	13.25
52090 TRAVEL MEETINGS MILEAGE	0	550	282	550	800	800	800	250	45.45
Recert required training for officers									
52100 TRAINING	17,597	14,000	18,153	14,000	14,000	14,000	14,000	0	.00
52220 MEALS	562	700	528	700	1,000	1,000	1,000	300	42.86
52260 NEGOTIATED UNION CONTRACT	2,600	1,800	2,600	1,800	1,800	1,800	1,800	0	.00
53090 CLOTHING SAFETY EQUIPMENT	16,162	17,500	16,252	17,500	17,500	17,500	16,500	(1,000)	(5.71)
53120 EQUIPMENT PARTS	2,681	8,500	4,915	8,500	9,500	9,500	9,500	1,000	11.76
Ammunition									
Total 2102 POLICE OPERA	1,430,144	1,510,550	1,426,679	1,510,550	1,647,000	1,583,980	1,571,800	61,250	4.05

2103 POLICE SUPPORTIVE SERVICES

PROGRAM DESCRIPTION

Support services provide the sworn staff of the agency and the public with communications and records-keeping functions. Tasks include receiving calls for service, dispatching, and clerical duties. Additional duties include collecting monies for reports and permits, filing and retrieval of police reports and other agency records, and submitting required reports to federal, state and municipal agencies. Maintaining compliance with NCIC requirements and the National Incident Based Reporting System are also included.

Support services are available 24 hours a day, 7 days a week. The agency acts as the after-hours point of contact for all other Town agencies, and makes notifications as necessary.

PROGRAM COMMENTARY

The agency makes accident reports available for download through an on-line service. The department administers the CivicReady notification system. This service delivers emergency and non-emergency administrative messages regarding town services such as parking bans, change of garbage collection days, etc.

Town of Coventry Staffing Chart by Department

Regular full-time and part-time positions

Police Department	FY2024-25	FY2025-26
Support Services (Communications/Records)		
Dispatcher/Records Clerk (FT)	1	1
Dispatacher (FT)	2	2
Dispatcher (PT)	7 *	7 *

* Part-time Dispatchers cover weekend shifts and may cover vacations and absences during weedays. The number of employees may vary due to the availability of the hours the staff member has to offer the Police Department.

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Town of Coventry
Council Recommended Budget

Budget Fiscal Year: 2026 to 2026

Account# and Description	2024 Actual	2025 Base Budget	2025 Actual YTD	2025 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
2103 POLICE SUPPORTIVE									
51010 REGULAR FULL TIME	202,358	197,400	168,645	197,400	200,750	200,750	200,750	3,350	1.70
51020 PART TIME	52,062	63,300	71,510	63,300	84,760	84,760	84,760	21,460	33.90
51030 OVERTIME	56,772	37,500	46,352	37,500	37,500	37,500	37,500	0	.00
51090 OTHER	2,030	3,650	2,567	3,650	3,650	3,650	3,650	0	.00
51100 LONGEVITY	3,400	2,100	2,100	2,100	2,100	2,100	2,100	0	.00
52040 LICENSES/SUPPORT-DATA PROCES	16,280	19,500	19,374	19,500	22,000	22,000	22,000	2,500	12.82
Accucom, PowerDMS, Cirtix, All Traffic Solutions, VM License for server backup. In line with charges from FY23									
52090 TRAVEL MEETINGS MILEAGE	0	65	0	65	65	65	65	0	.00
52100 TRAINING	945	1,515	1,312	1,515	2,515	2,515	2,515	1,000	66.01
Training for dispatchers									
52130 SERVICE CONTRACTS	17,748	23,735	22,873	23,735	27,235	27,235	27,235	3,500	14.75
Power DMS increasing fees, we need to add cert assist program									
52140 EQUIPMENT REPAIRS	606	1,540	1,159	1,540	1,540	1,540	540	(1,000)	(64.94)
52150 RADIO AND ALARM REPAIRS	0	1,110	0	1,110	1,590	1,590	1,590	480	43.24
52180 PRINTING	271	500	130	500	500	500	500	0	.00
52220 MEALS	248	540	281	540	540	540	540	0	.00
53010 OFFICE SUPPLIES	3,075	4,000	3,562	4,000	4,000	4,000	4,000	0	.00
53030 MICROFILM PHOTO SUPPLIES	558	600	441	600	600	600	600	0	.00
53100 AUTO PARTS	11,450	12,000	7,750	12,000	12,000	12,000	10,000	(2,000)	(16.67)
53190 POLICE EQUIPMENT SUPPLIES	7,726	9,000	8,599	9,000	10,200	10,200	10,200	1,200	13.33
53240 TIRES	3,350	4,200	3,589	4,200	5,000	5,000	4,000	(200)	(4.76)
New vehicles have different tires. We typically run out of funds in this budget.									
55010 TELEPHONE	0	2,960	0	2,960	3,019	3,019	3,019	59	1.99
Total 2103 POLICE SUPPO	378,879	385,215	360,244	385,215	419,564	419,564	415,564	30,349	7.88

2104 POLICE MARINE PATROL

PROGRAM DESCRIPTION

A specially trained Marine Officer, certified as a Boating Law Enforcement Officer, maintains a boat patrol on Lake Wangumbaug starting with Memorial Day weekend, weekends during the month of June and additional hours July through Labor Day.

The Officer checks vessels for safety equipment, registrations of boats and for safe operations as required by law. The Officer issues citations for boating violations when warranted. The officer also checks for required safety equipment.

The Marine Officer also assists park staff by patrolling the Town's park areas.

PROGRAM COMMENTARY

The Marine Patrol function has seen an increase in lake activity since the pandemic. The State boat launch has seen increased traffic in the last two years.

Town of Coventry
Council Recommended Budget

Budget Fiscal Year: 2026 to 2026

Account# and Description	2024 Actual	2025 Base Budget	2025 Actual YTD	2025 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
2104 POLICE MARINE PATR									
51030 OVERTIME	362	500	216	500	500	500	500	0	.00
51040 TEMPORARY	2,473	1,000	384	1,000	7,500	4,000	2,000	1,000	100.00
52140 EQUIPMENT REPAIRS	1,050	3,500	3,176	3,500	3,500	3,500	1,500	(2,000)	(57.14)
53120 EQUIPMENT PARTS	525	1,800	1,532	1,800	1,800	1,800	800	(1,000)	(55.56)
Total 2104 POLICE MARIN	4,410	6,800	5,308	6,800	13,300	9,800	4,800	(2,000)	(29.41)

2105 POLICE STATION

PROGRAM DESCRIPTION

This activity reflects operating expenses for the police facility at 1585 Main Street.

Town of Coventry
Council Recommended Budget

Budget Fiscal Year: 2026 to 2026

Account# and Description	2024 Actual	2025 Base Budget	2025 Actual YTD	2025 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
=====									
2105 POLICE STATION									
51043 CLEANING & MAINTENANCE	17,759	18,220	14,873	18,220	17,030	17,030	17,030	(1,190)	(6.53)
52130 SERVICE CONTRACTS	19,264	18,945	21,599	18,945	20,445	20,445	20,445	1,500	7.92
Fire Protection Services, Swiss Cleaner, Guardian Tracking, Quench, USA Hauling, Charter, All Traffic Solutions, Accucom, Transunion, State of CT, New England Trauma, Air Temp Mechanical, Idemia (Finger Prints)									
52140 EQUIPMENT REPAIRS	2,069	1,500	1,193	1,500	1,500	1,500	1,500	0	.00
52150 RADIO AND ALARM REPAIRS	0	790	0	790	790	790	790	0	.00
52160 BUILDING REPAIRS/MAINTENANCE	4,759	5,750	5,951	5,750	5,750	5,750	5,750	0	.00
52190 COPIERS	222	600	185	600	600	600	600	0	.00
53080 PAPER GOODS	146	900	620	900	900	900	900	0	.00
55010 TELEPHONE	7,443	8,260	8,462	8,260	8,425	8,425	8,425	165	2.00
55020 ELECTRIC	18,938	19,700	19,316	19,700	20,882	20,882	20,882	1,182	6.00
Council reduction based on historical actual.									
55030 HEATING FUEL	4,610	6,000	5,980	6,000	6,180	6,180	6,180	180	3.00
55050 SEWER	400	450	450	450	475	475	475	25	5.56

Total 2105 POLICE STATI	75,610	81,115	78,629	81,115	82,977	82,977	82,977	1,862	2.30
=====									

PROGRAM DESCRIPTION

The Fire Marshal's Office must enforce the State Fire Safety and Prevention Codes and related laws and regulations as set forth in the Connecticut General Statutes and the Town of Coventry Code of Ordinances.

The duties include:

- Inspect all buildings and facilities of public service and occupancies, except one and two-family dwellings, regulated by the state Fire Safety Code. Upon receipt of a complaint, inspect one-and two-family dwellings after receiving an authentic report that they pose a fire hazard that could endanger life (CGS § 29-305);
- Review plans for buildings and structures to determine compliance with the fire safety code before the building permits are issued (CGS § 29-263);
- Investigate the cause, origin, and circumstances of all fires that caused or threatened to cause property or personal damage or deaths (CGS §§ 29-302 & 29-303);
- Certify that residential buildings subject to the fire safety code are equipped with code-compliant smoke detection and warning equipment before they are issued a certificate of occupancy (CGS § 292(b));
- Issue permits for keeping, selling, using, storing, procuring, or transporting explosives (CGS § 29-349(d) & (e));
- Inspect fireworks and special effects display sites (CGS § 29-357);
- Determine the appropriate amount of fire protection and fire extinguishing equipment required at amusement parks and carnivals (CGS § 29-143a); and
- Issue open burning permits (CGS § 22a-174).

PROGRAM COMMENTARY

The Fire Marshal's Office maintains memberships in the International Association of Arson Investigators, the National Fire Protection Association and subscribes to updates and publications to stay current with the codes & standards. Proficiency is maintained through on-going training, educational programs and seminars. In 2023-24 the Town combined the position of Fire Marshall with Volunteer Fire Chief. This established the first paid Town Fire Chief in Coventry.

Town of Coventry Staffing Chart by Department

Regular full-time and part-time positions

Fire/EMS Department	FY2024-25	FY2025-26
Fire-EMS Chief/Fire Marshal	1	1
Fire/EMS Administrative Assistant (PT) (20 hours)	1	1
Deputy EMS Chief	1	1
Fire Captain/EMT/Emergency Management Director	1	1
EMT Lieutenant	1	1
EMT (FT)	2	2
EMT (PT)	13 *	9 *

* The number of employees may vary due to the availability of the hours the staff member has to offer the Fire/EMS Department as an EMT

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Town of Coventry
Council Recommended Budget

Budget Fiscal Year: 2026 to 2026

Account# and Description	2024 Actual	2025 Base Budget	2025 Actual YTD	2025 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
=====									
2201 FIRE MARSHAL									
51020 PART TIME Need for increasing the hours from 15 per week to 20	13,477	18,300	19,266	18,300	26,340	26,340	26,340	8,040	43.93
52070 OTHER PROFESSIONAL SERVICES	200	500	377	500	500	500	500	0	.00
52080 PROFESSIONAL AFFILIATION	128	250	268	250	250	250	250	0	.00
52100 TRAINING needed to maintain certification credentials	300	500	500	500	500	500	500	0	.00
52130 SERVICE CONTRACTS portion of RMS software Shared with Joint Fire & EMS	1,200	1,000	1,000	1,000	500	500	500	(500)	(50.00)
53090 CLOTHING SAFETY EQUIPMENT FMO uniforms and equipment	0	250	0	250	250	250	250	0	.00
53220 SUBSCRIPTIONS BOOKS NFPA publications as needed	103	250	250	250	250	250	250	0	.00

Total 2201 FIRE MARSHAL	15,408	21,050	21,661	21,050	28,590	28,590	28,590	7,540	35.82
=====									

2202 STATION 118 BUILDING MAINTENANCE & OPERATIONS

PROGRAM DESCRIPTION

The Town of Coventry Fire-EMS Department (TCFD) provides fire suppression, rescue and emergency medical first responder and transport services throughout the entire town of Coventry. TCFD will also respond to emergency calls in surrounding towns, known as mutual aid.

This fund is for building maintenance and repairs at the station located at 1755 Main St. Expenditures include phone, electric, heating fuel, sewer fees and any upgrades that may be necessary. This station is used for all association meetings, training, staffing quarters and general business operations.

Our volunteers maintain certification as Emergency Medical Responders or Emergency Medical Technicians and many are certified as Firefighters in accordance with national standards. Other members serve as Fire Police who are State certified to provide traffic control duties at emergency scenes. The towns fire-EMS personnel respond to over 1,200 calls a year.

Town of Coventry
Council Recommended Budget

Budget Fiscal Year: 2026 to 2026

Account# and Description	2024 Actual	2025 Base Budget	2025 Actual YTD	2025 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
2202 STATION 118									
52130 SERVICE CONTRACTS Fire Alarm Contract, Town Generator, Fire Alarm Monitoring Maintenance HVAC	1,100	1,885	30,600	1,885	4,385	4,385	3,385	1,500	79.58
52160 BUILDING REPAIRS/MAINTENANCE Door repairs, HVAC repairs, boiler repairs Increase in repairs, building is 22 years old	8,957	8,000	17,259	8,000	10,500	9,000	9,000	1,000	12.50
53150 BUILDING SUPPLIES	346	750	700	750	750	750	750	0	.00
55010 TELEPHONE	3,341	3,430	6,190	3,430	3,430	3,430	3,430	0	.00
55020 ELECTRIC	10,079	12,600	14,200	12,600	12,600	12,600	12,600	0	.00
55030 HEATING FUEL	7,705	9,420	9,420	9,420	9,420	9,420	9,420	0	.00
55050 SEWER Increase in sewer fees	0	900	900	900	950	950	950	50	5.56
Total 2202 STATION 118	31,528	36,985	79,269	36,985	42,035	40,535	39,535	2,550	6.89

2203 STATION 218 BUILDING MAINTENANCE & OPERATIONS

PROGRAM DESCRIPTION

The Town of Coventry Fire-EMS Department (TCFD) provides fire suppression, rescue and emergency medical first responder and transport services throughout the entire town of Coventry. TCFD will also respond to emergency calls in surrounding towns, known as mutual aid.

This fund is for building maintenance and repairs at the station located at 3427 Main St. Expenditures include supplies, telephone, electric, heating fuel, and any upgrades that may be necessary. This station is used for all department meetings, association meetings, training, staffing quarters and general business operations.

Our volunteers maintain certification as Emergency Medical Responders or Emergency Medical Technicians and many are certified as Firefighters in accordance with national standards. Other members serve as Fire Police who are State certified to provide traffic control duties at emergency scenes. TCFD personnel respond to over 1,200 calls a year.

Town of Coventry
Council Recommended Budget

Budget Fiscal Year: 2026 to 2026

Account# and Description	2024 Actual	2025 Base Budget	2025 Actual YTD	2025 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
2203 STATION 218									
52130 SERVICE CONTRACTS Fire Alarm Contract, Tower Generator, Fire Alarm Monitoring Generator Maintenance Maintenance HVAC systems	980	2,320	1,646	2,320	4,820	4,820	3,820	1,500	64.66
52160 BUILDING REPAIRS/MAINTENANCE Repairs have increased building is 13 years old	11,369	9,500	7,063	9,500	10,500	10,500	10,500	1,000	10.53
53150 BUILDING SUPPLIES	321	1,000	800	1,000	1,000	1,000	1,000	0	.00
55010 TELEPHONE	2,647	2,990	5,359	2,990	2,990	2,990	2,990	0	.00
55020 ELECTRIC	12,748	14,200	15,300	14,200	14,200	14,200	14,200	0	.00
55030 HEATING FUEL	14,014	9,900	13,900	9,900	9,900	9,900	9,900	0	.00
Total 2203 STATION 218	42,079	39,910	44,068	39,910	43,410	43,410	42,410	2,500	6.26

2206 STATION 418 BUILDING MAINTENANCE & OPERATIONS

PROGRAM DESCRIPTION

This sub-station is located at 999 Merrow Road (at the entrance to Laidlaw Park) and supplements emergency response coverage to the town. The resources located in the substation are designed to reduce response times.

This fund covers building maintenance and repairs, phone, electric and heating fuel.

Our volunteers maintain certification as Emergency Medical Responders or Emergency Medical Technicians and many are certified as Firefighters in accordance with national standards. Other members serve as Fire Police who are State certified to provide traffic control duties at emergency scenes. TCFD personnel respond to over 1,200 calls a year

Town of Coventry
Council Recommended Budget

Budget Fiscal Year: 2026 to 2026

Account# and Description	2024 Actual	2025 Base Budget	2025 Actual YTD	2025 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
2206 STATION 418									
52130 SERVICE CONTRACTS Tower Generator HVAC maintenance	0	450	0	450	2,950	500	500	50	11.11
52160 BUILDING REPAIRS/MAINTENANCE	(3)	1,200	848	1,200	1,200	1,200	800	(400)	(33.33)
55010 TELEPHONE	395	395	395	395	395	395	395	0	.00
55020 ELECTRIC	910	1,500	1,500	1,500	1,500	1,500	1,500	0	.00
55030 HEATING FUEL	3,355	2,535	2,547	2,535	2,535	2,535	2,535	0	.00
Total 2206 STATION 418	4,657	6,080	5,290	6,080	8,580	6,130	5,730	(350)	(5.76)

2207 JOINT FIRE/EMS BUDGET

PROGRAM DESCRIPTION

The joint fire budget manages the day to day operations of the fire service for our Town. This account covers service contracts, including Tolland County Mutual Aid Fire Service, for dispatching our resources as well as the medical exams and physicals that our firefighters must go through before engaging in active duty. These expenses are intended to benefit all of the firefighters and ultimately the town's people.

Administrative costs, training, equipment repairs, apparatus repairs, safety clothing and equipment purchases are some of the larger ticket items within this account. We make a concerted effort to work with other municipalities when making large dollar purchases seeking to take advantage of volume discounts.

PROGRAM COMMENTARY

The Town provides benefits for volunteers as a part of recruitment and retention. In today's society, volunteers are a rare breed and we are proud of those who have chosen to serve our community. There is an annual, per call stipend program. The activity level of the volunteer will determine their benefit.

The Length of Service Awards program, which is designed to promote longevity of trained volunteers and recognize the value of their service, provides members with a monthly benefit after qualifying years of service.

Town of Coventry
Council Recommended Budget

Budget Fiscal Year: 2026 to 2026

Account# and Description	2024		2025		2025			Cou/Bud	
	Actual	Base Budget	Actual YTD	Est. Actual	Dept Head	Town Manager	Council	Inc/Dec	%
52180 PRINTING	9	300	300	300	300	200	200	(100)	(33.33)
52220 MEALS	220	1,500	734	1,500	1,500	1,500	1,500	0	.00
53010 OFFICE SUPPLIES	99	1,000	795	1,000	1,000	1,000	1,000	0	.00
53040 GASOLINE	7,576	2,760	9,085	2,760	5,260	5,260	5,260	2,500	90.58
53050 DIESEL FUEL	4,673	6,400	5,053	6,400	6,400	6,400	6,400	0	.00
53070 CUSTODIAL SUPPLIES	1,775	2,060	1,900	2,060	2,060	2,060	2,060	0	.00
53090 CLOTHING SAFETY EQUIPMENT Need to outfit incoming members with proper wear	2,440	13,600	9,750	13,600	14,600	14,600	14,600	1,000	7.35
53091 OSHA REQMTS OSHA 1910.156 is requiring increased inspections/testing	4,689	5,000	5,000	5,000	6,000	6,000	6,000	1,000	20.00
53092 NFPA REQMTS Cost of pump testing increased and additional NFPA requirements initiated by OSHA 1910.156 changes	10,188	11,000	10,604	11,000	12,500	12,500	12,500	1,500	13.64
53110 TRUCK PARTS	416	3,605	1,822	3,605	3,605	3,605	3,605	0	.00
53120 EQUIPMENT PARTS	1,355	2,590	1,283	2,590	2,590	2,590	2,590	0	.00
53190 POLICE EQUIPMENT SUPPLIES	708	1,500	0	1,500	1,500	1,500	1,500	0	.00
53230 TRANSFERS This line represents transfer to the EMS fund. This will be presented as a separate line item for budget purposes.	0	298,920	248,302	298,920	298,920	298,920	288,146	(10,774)	(3.60)
53300 PUBLIC RELATIONS Fire hats, fire prevention, awards banquet	3,170	5,000	4,594	5,000	5,500	5,000	5,000	0	.00
54960 EQUIPMENT PURCHASES	4,148	7,000	1,242	7,000	7,000	7,000	7,000	0	.00
Total 2207 JOINT FIRE B	305,320	654,160	555,722	654,160	689,460	691,985	679,211	25,051	3.83

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2208 STATION 318 BUILDING MAINTENANCE & OPERATIONS

PROGRAM DESCRIPTION

This sub-station is located at 1645 South St, at the intersection of South Street and Judd Road, and supplements emergency response coverage to the town. The resources located in the substation are designed to reduce response times.

This fund covers building supplies, maintenance and repairs, phone, electric, heating fuel, water and sewer fees.

Our volunteers maintain certification as Emergency Medical Responders or Emergency Medical Technicians and many are certified as Firefighters in accordance with national standards. Other members serve as Fire Police who are State certified to provide traffic control duties at emergency scenes. TCFD personnel respond to over 1,200 calls a year.

Town of Coventry
Council Recommended Budget

Budget Fiscal Year: 2026 to 2026

Account# and Description	2024 Actual	2025 Base Budget	2025 Actual YTD	2025 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
=====									
2208 STATION 318									
52130 SERVICE CONTRACTS	3,242	1,520	962	1,520	1,520	2,520	2,520	1,000	65.79
Fire alarm contract, Tower Generator, Fire alarm monitoring									
52160 BUILDING REPAIRS/MAINTENANCE	(351)	5,000	1,067	5,000	5,000	5,000	5,000	0	.00
55010 TELEPHONE	400	430	771	430	430	430	430	0	.00
55020 ELECTRIC	2,643	3,060	3,260	3,060	3,060	3,060	3,060	0	.00
55030 HEATING FUEL	3,465	4,715	4,715	4,715	4,715	4,715	4,715	0	.00
55040 WATER	330	540	450	540	540	540	540	0	.00
55050 SEWER	0	450	450	450	475	475	475	25	5.56
Increase in sewer fees									

Total 2208 STATION 318	9,729	15,715	11,675	15,715	15,740	16,740	16,740	1,025	6.52
=====									

2301 EMERGENCY MANAGEMENT

PROGRAM DESCRIPTION

The Emergency Management Director (EMD) is responsible for maintaining the town's Emergency Operations Plan. The EMD is responsible for coordination of all local emergency services, as well as other municipal departments including the School Board. The EMD serves as liaison to all State and Federal agencies in case of a major disaster or natural emergencies. Other duties include the maintenance and operation of the Town's Emergency Operations Center as well as assisting in site management of the Town's radio and communications equipment.

This funding is for equipment repairs, meals during times of activation, electric, heating fuel, and sewer fees.

PROGRAM COMMENTARY

All service contracts for radio repair and site management of the Town's radio tower are offset by the rental income received from two cellular phone providers with additional funds used for radio upgrades and enhancements.

An Emergency Management Performance Grant (EMPG) is used to offset the stipend of the Emergency Management Director.

Town of Coventry
Council Recommended Budget

Budget Fiscal Year: 2026 to 2026

Account# and Description	2024 Actual	2025 Base Budget	2025 Actual YTD	2025 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
2301 EMERGENCY MANAGEME									
51010 REGULAR FULL TIME 25% EMS Administrator	23,932	20,000	19,940	20,000	20,000	20,535	20,535	535	2.68
51090 OTHER DEMD stipend	0	6,000	0	6,000	6,000	6,000	6,000	0	.00
52080 PROFESSIONAL AFFILIATION CEMA association fees	0	200	0	200	200	200	200	0	.00
52140 EQUIPMENT REPAIRS	475	500	475	500	500	500	500	0	.00
52220 MEALS meals for Emergency Management purposes	98	500	250	500	500	500	500	0	.00
52270 OTHER SERVICES CERT expenses	114	750	283	750	750	750	750	0	.00
55020 ELECTRIC	5,596	8,500	7,580	8,500	8,500	8,500	8,500	0	.00
55030 HEATING FUEL	0	690	690	690	690	690	690	0	.00
55050 SEWER	400	450	450	450	450	450	450	0	.00
Total 2301 EMERGENCY MA	30,615	37,590	29,668	37,590	37,590	38,125	38,125	535	1.42

2401 ANIMAL CONTROL

PROGRAM DESCRIPTION

Under the supervision of the Chief of Police, it is the responsibility of the Community Service Officer (CSO) to handle all animal-related complaints in the community. During the times when the Community Service Officer is not on duty, field patrol officers often perform these duties. This includes the transportation and care of impounded animals and proper disposal of dead animals found on the roadways. Whenever possible, impounded dogs are found proper homes. Funds required to fund this activity are received, in part, from fees collected by the animal control Officer and half of the license fees collected by the Town Clerk. In addition to animal control duties, the CSO performs a variety of other duties including applicant fingerprints, assisting with traffic duties, taking reports of non-serious matters and assisting with dispatch.

PROGRAM COMMENTARY

The budget anticipates continuing our agreement with the Town of Vernon to provide kennel services. The total budget is reduced by income from dog licenses and survey fees. In order to free up valuable patrol time and to provide increased services to the public, the job description of the Animal Control Officer was changed to Community Service Officer. Duties were expanded to include fingerprinting, taking reports on minor incidents, assisting with vehicle lock-outs, and other non-law enforcement duties that had previously been performed by sworn officers. In addition, the Community Service Officer assists the Planning & Zoning department with investigations on matters covered under the blight ordinance.

Town of Coventry Staffing Chart by Department

Regular full-time and part-time positions

Police Department	FY2024-25	FY2025-26
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Animal Control Division

Animal Control Officer	1	1
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Town of Coventry
Council Recommended Budget

Budget Fiscal Year: 2026 to 2026

Account# and Description	2024 Actual	2025 Base Budget	2025 Actual YTD	2025 Est. Actual	Dept Head	Town Manager	Council	Cou/Bud Inc/Dec	%
2401 ANIMAL CONTROL									
51010 REGULAR FULL TIME	65,752	66,660	64,790	66,660	68,660	68,660	68,660	2,000	3.00
51030 OVERTIME	2,839	800	1,342	800	800	800	800	0	.00
51090 OTHER	1,503	2,200	1,531	2,200	2,200	2,200	2,200	0	.00
51100 LONGEVITY	2,000	1,600	2,000	1,600	2,000	2,000	2,000	400	25.00
52090 TRAVEL MEETINGS MILEAGE	0	50	0	50	50	50	50	0	.00
52100 TRAINING	0	225	130	225	225	225	225	0	.00
52170 ADVERTISING	0	100	0	100	100	100	0	(100)	(100.0)
52180 PRINTING	0	100	156	100	100	100	0	(100)	(100.0)
52220 MEALS	0	50	0	50	50	50	0	(50)	(100.0)
52280 AUDIT	200	200	200	200	200	200	200	0	.00
53040 GASOLINE	2,136	1,800	1,973	1,800	2,200	2,200	2,200	400	22.22
53090 CLOTHING SAFETY EQUIPMENT	1,640	500	283	500	1,000	1,000	1,000	500	100.00
53100 AUTO PARTS	0	400	260	400	400	400	400	0	.00
53120 EQUIPMENT PARTS	49	160	421	160	160	160	160	0	.00
53290 KENNEL SERVICES	5,000	5,000	5,000	5,000	5,000	5,000	5,000	0	.00
57040 DOG TAGS	159	300	164	300	300	300	300	0	.00
57050 VETERINARY FEES	750	750	8,795	750	2,500	2,500	1,500	750	100.00
57060 ST CT LICENSE FEES	4,053	4,200	0	4,200	4,200	4,200	4,200	0	.00
57064 PET ADOPTION FEES DEP	0	250	1,170	250	250	250	250	0	.00
Total 2401 ANIMAL CONTR	86,081	85,345	88,215	85,345	90,395	90,395	89,145	3,800	4.45

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