

# TOWN OF STONINGTON

152 Elm Street • Stonington, Connecticut 06378

BOARD OF FINANCE MEETING

Wednesday, January 06, 2021

7:15 PM

Virtual Meeting

Streaming live on the Town of Stonington's Facebook page

-OR-

Dial: 1-408-418-9388

Enter Access Code: 179 298 4567

Call to order

Comments from the Public - *The BOF Chair will announce instructions as to how the public are to call in with comments.*

Previous Minutes

## New Business

Additional appropriations: (action items)

- Review of year-to-date additional appropriations from fund balance for fiscal 20/21. (no change from last meeting)

Line-Item Transfers:

- Request from First Selectman to transfer \$11,794 from WPCA Treatment Facility CIP account #4022021-88326 to Ledge Light Health District line a/c#10124-80198 to help defray burden of COVID 19 costs on the Agency.
- Request from First Selectman to transfer \$130,000.00 from WPCA Treatment Facility CIP account #4022021-88326 to Pawcatuck Streetscape CIP account #4022021-88278 to fund completion of sidewalk engineering and design work.
- Request from First Selectman to transfer \$5,000.00 from various Emergency Management line items to "Development of Emergency Plan" a/c#10107-80148 for completion of Emergency Ambulance Dispatch Plan.
- Request from First Selectman to transfer \$1,000 from Counseling line-item a/c#10171-80065 to Safe Futures outside agency, line-item a/c#10176-80636 to help defray burden of COVID 19 costs on the Agency.
- Request from First Selectman to transfer \$6,984.00 from CCM Dues account #10102-80122 to Town Wide account #10101-80100 to cover Community Garden supplies expense.
- Request from Public Works Director to transfer \$185,780 from WPCA Treatment Facility CIP account #4022021-88326 to Town Hall Roof Repair CIP account #4022021-xxxxx

RECEIVED FOR RECORD  
STONINGTON, CT  
20 DEC 31 PM 1:40  
CYNTHIA LADWIG  
TOWN CLERK

- Request from Public Works Director to transfer \$116,260 from WPCA Treatment Facility CIP account #4022021-88326 to Human Services Roof Repair CIP account #4022021-xxxxx.
- Request from Town Engineer to transfer \$74,000 from WPCA Treatment Facility CIP account #4022021-88326 to Town Hall HVAC Upgrades CIP account #4022021-xxxxx.
- Request from First Selectman to transfer \$20,000 from WPCA Treatment Facility CIP account #4022021-88326 to CRS/Flood Management account #10141-80196.
- Request for Chief of Police to transfer \$10,000 each from accounts 10161-80068 "School Safety Personnel & 10161-80060 Special Officers, to Professional Services line item #10161-80552 to fund contract with Daigel Law Group for preparation of Police Policies Manual.

Bid Waiver Requests: None

Presentation/Discussion - "Bridge Assessment, Preservation & Safety"

- The Town Engineer will make a brief presentation to the board to provide a bridge infrastructure assessment (condition rating), introduce a program of repair methodology and potential funding mechanisms, (Fed\State\Local), provide a "frame of reference" to the multi-million-dollar bridge infrastructure program to assist the BOF in future decisions with regard to bridge repair and/or funding.

Review of BOE monthly line-item transfers and global budget report.

Correspondence

Liaison Reports

- CIP Liaison Report
- WPCA Liaison Report
- BOE Liaison Report
- Other Liaison Reports

Adjourn







Date: December 29, 2020

To: Municipal CEO's, Finance Departments, Boards of Finance and other elected officials

From: Stephen Mansfield, Director of Health

Re: Municipal Coronavirus Relief Fund (CRF) allocations

As you know, LLHD has been leading local mitigation and response efforts to prevent morbidity and mortality related to COVID-19. Our staff has been working tirelessly to provide education, distribute personal protective equipment, provide support to school districts and municipal departments, conduct contract tracing, expand access to testing, clarify and enforce Executive Orders and Sector Rules and, now, prepare to conduct COVID vaccination clinics. In addition, our staff has spent substantial time working with all of you and other community partners to address exacerbated needs in the social determinants of health, such as food and housing.

We have received some limited funding for these activities through the Department of Public Health but unfortunately the use of those funds was restricted and did not begin to cover our expenses associated with the public health emergency response. You will see from the attached spreadsheet that we have had tens of thousands of dollars in expenses that were necessary to support our COVID-19 mitigation and response activities but were not covered by other emergency funding streams.

In addition, while we continued to fulfill our statutory obligations, many of our planned activities for this fiscal year have been disrupted resulting in unforeseen costs associated with staff not being able to carry out other activities (e.g., extended IT consulting fees resulting from our Deputy Director needing to contract for activities she typically would have completed herself) or from staff not being able to take earned leave resulting in additional liability accrual for this fiscal year. This is why it is particularly helpful for LLHD's budget that the CRF program recognizes the importance of public health workers to the response and has allowed the allocation of payroll expenses associated with public health staff who meet the substantially dedicated test to be covered by payments from the CRF fund.

The CRF allocations to each municipality are based on a formula designed by OPM that considers population, population density and the population to adjusted equalized net gran list per capita. These factors align with some of the conditions that contribute to infection risk and thus with each of our member municipalities contributing 10% of their allocation of CRF funding, we are able to share the budget impact of COVID-19 response through this external funding stream in a manner that is reflective of our efforts in each municipality and does not draw on the municipal budgets as they were planned before COVID.

	12.31 CRF funding	LL 10% Request
East Lyme	\$ 132,393	13,239.30
Groton	\$ 367,847	36,784.70
Ledyard	\$ 120,186	12,018.60
Lyme	\$ 12,597	1,259.70
New London	\$ 599,267	59,926.70
North Stonington	\$ 37,728	3,772.80
Old Lyme	\$ 42,557	4,255.70
Stonington	\$ 117,943	11,794.30
Waterford	\$ 126,003	12,600.30
<b>Total</b>		<b>155,652.10</b>

Thank you for your continued support of our efforts as your health department to respond to the COVID-19 pandemic. We are honored to do this work in partnership with you all and our community members. The opportunity to stabilize our FY21 budget through the CRF allocations is appreciated and will help ensure that we are able to continue our efforts to protect our communities.

**LLHD COVID-19 expenses not covered by other funding streams**

**\$209,880.21**

**Payroll Expenses**

**\$180,721.13**

*LLHD staff who meet the 'substantially dedicated' test.*

Name	Title	Time Allocation to COVID-19	COVID-19 Allocated Salary Expense July 1-Dec 26, 2020	COVID-19 Allocated Benefit Expense July 1-Dec 26, 2020	Total COVID-19 Allocation	Support for response allocation from other sources	Remaining COVID-19 allocation
Stephen Mansfield	Director of Health	80%	\$48,693.39	\$17,042.69	\$65,736.08	\$6,987.75	\$58,748.33
Kris Magnussen	Supervisor, Preparedness	80%	\$35,162.93	\$12,307.03	\$47,469.96	\$32,042.22	\$15,427.74
Mary Day	Public Health Nurse	80%	\$29,212.10	\$10,224.24	\$39,436.34	\$24,154.76	\$15,281.58
Katie Baldwin	Supervisor, Regulated Est's	40%	\$15,934.95	\$5,577.23	\$21,512.18	\$0.00	\$21,512.18
Jennifer Muggeo	Deputy Director	40%	\$8,165.20	\$2,857.82	\$11,023.02	\$0.00	\$11,023.02
Estelle Harrison	Communications Project Asst	40%	\$8,904.12	\$3,116.44	\$12,020.56	\$601.03	\$11,419.53
Tyler Do-Taylor	Administrative Assistant	40%	\$7,678.47	\$2,687.46	\$10,365.93	\$0.00	\$10,365.93
Catherine Drago	Grants Manager	20%	\$7,097.42	\$2,484.10	\$9,581.52	\$958.15	\$8,623.37
Joe Blanchard	Sanitarian	20%	\$4,522.09	\$1,582.73	\$6,104.82	\$0.00	\$6,104.82
Charlene Swink	Sanitarian	20%	\$6,901.27	\$2,415.44	\$9,316.71	\$0.00	\$9,316.71
Cheryl Haase	Environmental Technician	20%	\$5,048.73	\$1,767.06	\$6,815.79	\$0.00	\$6,815.79

*New staff hired solely to support COVID-19 mitigation and response*

Name	Title	Time Allocation to COVID-19	COVID-19 Allocated Salary Expense July 1-Dec 30, 2020	COVID-19 Allocated Benefit Expense July 1-Dec 30, 2020	Total COVID-19 Allocation	Support for response allocation from other sources	Remaining COVID-19 allocation
Neil Howard	COVID Data and Logistics Coordinator	100%	\$10,216.30	\$3,575.71	\$13,792.01	\$10,344.01	\$3,448.00
Dawn Destefano	Contact Tracer	100%	\$6,055.01	\$2,119.25	\$8,174.26	\$8,174.26	\$0.00
Brandon Gallegos-Garcis	Project Assistant	100%	\$943.20	\$330.12	\$1,273.32	\$0.00	\$1,273.32
Katheryn Rivera-Colon	Project Assistant	100%	\$1,008.00	\$352.80	\$1,360.80	\$0.00	\$1,360.80

***Non-Payroll expenses associated with COVID-19 mitigation and response not allowed under other funding streams***

**\$29,159.08**

***Mileage***

Mileage reimbursement and fuel for testing events

\$253.34

Mileage reimbursement and fuel for Sector Rule Enforcement

\$196.11

***Supplies***

Furniture and build out for required staff (contact tracers, etc)

\$10,557.00

Computers for required staff, testing and vaccination events and work from home requirements

\$13,728.44

PPE for staff

\$386.05

PPE for community members

\$648.72

Supplies for testing events (signs, tape, chairs, cones)

\$2,970.97

Printing (internal) educational materials and handouts

\$25.27

Storage unit and lock for testing and vaccination supplies

\$280.76

Clinic supplies

\$112.42













TOWN OF STONINGTON  
FISCAL 2020-2021  
LINE ITEM BUDGET TRANSFER REQUEST

ACCOUNT NUMBER (ORG-OBJECT)	ACCOUNT NAME	TO (DEBIT)	FROM (CREDIT)	COMMENTS
10101-80100	Town Wide Account	6,984.00		
10102-80122	CCM Dues		6,984.00	
		6,984.00	6,984.00	columns must equal

JUSTIFICATION

Request by First Selectwoman to use surplus in CCM Dues account for the purchase of supplies for the Community Garden, which will be purchased through the Seaman's Town Wide Account

Requested by:

Chesebrough

Name

First Selectman

Department Head

9/22/2020

Date

Director of Finance Approval

Following to be completed by Finance Department:

Approved

Danielle Chesebrough

Date

Approved

Board of Finance

Meeting Date

RECEIVED BY FINANCE:  
JOURNAL ENTRY NUMBER



# TOWN OF STONINGTON

## FISCAL 2020-2021

### LINE ITEM BUDGET TRANSFER REQUEST

ACCOUNT NUMBER (ORG-OBJECT)	ACCOUNT NAME	TO (INCREASE)	FROM (DECREASE)	COMMENTS
4022021-	Town Hall Roof Replacement	185,780.00		
4022021-88326	WPCA Treatment Facility		185,780.00	
		<b>185,780.00</b>	<b>185,780.00</b>	columns must equal

**JUSTIFICATION**

Roof is leaking resulting in expensive repairs

**Requested by:**  
 Barbara McKrell \_\_\_\_\_ 12/17/2020 \_\_\_\_\_  
 Name Date  
 Public Works Director \_\_\_\_\_  
 Department Head \_\_\_\_\_  
 Director of Finance Approval

Following to be completed by Finance Department:

**Approved**  
 \_\_\_\_\_ 12/18/2020 \_\_\_\_\_  
 Danielle Chesebrough, First Selectman Date

**Approved**  
 Board of Finance \_\_\_\_\_ 1/6/2021 \_\_\_\_\_  
 Meeting Date  
 \_\_\_\_\_  
 Meeting Date

RECEIVED BY FINANCE:  
 JOURNAL ENTRY NUMBER



# TOWN OF STONINGTON


Public Works Department  
152 Elm Street  
Stonington, Connecticut 06378  
(860) 535-5055 • Fax (860) 535-1023



## INTEROFFICE MEMORANDUM

**DATE:** January 6, 2021

**TO:** Board of Finance

**FROM:** Barbara McKrell, Director of Public Works  
Christopher Greenlaw, Town Engineer 

**CC:** Danielle Chesebrough, First Selectman  
James Sullivan, Director of Finance

**SUBJECT:** Line Item Transfer Request for Town Hall Slate Roof Replacement

### REQUEST

The Department of Public Works requests your approval to transfer funds from WPCA CIP to establish a Capital Improvement Project to replace the Town Hall slate Roof. The project scope includes design and construction for the replacement of the Town Hall slate roof, sheathing, gutters, downspouts, and other related work in the amount of \$185,780.

### BACKGROUND

The Town Hall serves as offices for seventeen (17) Departments and over forty (40) employees. It was built in 1928 and provides 16,934 sq feet of office space for public services. The existing roofing system consists of an interior flat roof surrounded by the original slate roof. The flat roof was replaced in 2014.

Over the past six years the slate roof has been failing resulting in leaks in the building and expensive repairs. While slate can be a very durable, it has been determined that full replacement is needed at this time for the following reasons:

- There is moisture damage in the attic. This is most likely the result of failing tiles that have the ability to absorb moisture.
- Recently Town Hall had active leaks that have caused water damage in the third-floor lobby, which still remain.
- The roof is cracked, slipping and missing tiles. Because the damaged tiles are found all over the roof, they are too old to salvage.
- Pieces of cracked tiles fall from the roof regularly.
- The roof has a failed gutter system that has caused deterioration of wood facias and cornice.

## FUNDING

The DPW requests creation and funding of a CIP in the amount of \$185,780 to complete design and construction of the following work:

1. Replace approximately 5,0303 sq. ft. of existing slate roof with new 20-year asphalt shingle
2. Installation of solid ½ inch plywood sheathing over the existing 1x6 battens
3. 320 lin. ft. built-in copper gutter lining
4. 200 lin. ft. aluminum downspouts
5. Replacement of deteriorated wood fascia and cornice
6. Painting of fascias, cornice and portico gable and ceiling
7. Masonry chimney restoration
8. ACM removal and disposal

Funding for this project was requested as part of the 2021/22 CIP process. However, it is recommended that this project be expedited to:

- Stop continued deterioration of the Town Hall roofing system and related appurtenances.
- Execute construction award quickly to allow replacement to be completed before June 2021. This would allow the Town to get a large highly experience team to complete the work before they begin large school roofing projects in summer.
- Improve Town Hall working conditions.

## SUMMARY

Other options for this work include the following:

1. Do Nothing: This will result in continued increase of costly repairs and deterioration of the building.
2. Imitation Slate Roof Replacement: This will not provide as reliable warrantied system and increase the total project costs to \$210,720.
3. Fund as part of 2021/22 CIP: This will delay construction start to September 2021.

Therefore, we request your approval to transfer funding to design and construct the Town Hall Roof Replacement Project in the amount of \$185,780 to allow replacement in spring of 2021.

ATTACHMENT: Construction Estimate

**Partial Reroofing and Related Work  
Stonington Town Hall  
152 Elm Street  
Stonington, CT**

**CONCEPTUAL BUDGET COST ESTIMATE - ASPHALT SHINGLES**

**November 12, 2020**

Replace approximately 5,030 sq. ft. of existing slate with a new 20 year asphalt shingle	\$ 65,390.00
5,030 sq. ft. of new ½" plywood sheathing	\$ 22,640.00
320 lin. ft. of built-in copper gutter lining	\$ 19,200.00
200 lin. ft. of aluminum downspouts	\$ 2,800.00
Painting of fascias, cornice and portico gable & ceiling	\$ 20,000.00
Replacement of deteriorated wood fascias & cornice (allowance)	\$ 4,000.00
Masonry chimney restoration (allowance)	\$ 6,000.00
ACM removal and disposal (allowance)	\$ <u>5,000.00</u>
<b>Construction Subtotal</b>	<b>\$145,030.00</b>
15% Construction and Owner's Contingency	\$ 21,750.00
Architectural / Engineering Fee	\$ 13,000.00
Industrial Hygienist Fee	\$ 4,000.00
Printing, Legal, Advertising, etc.	\$ <u>2,000.00</u>
<b>Total Project Cost</b>	<b>\$185,780.00</b>

**Note:**

1. This estimate is based on 2021 construction costs. The above estimate should be escalated by approximately 4% for each year of deferral.
2. Financing costs are not included in this estimate.
3. The Architectural / Engineering Fee are for services provided by Jacunski Humes Architects, LLC.
4. The Industrial Hygienist Fee is an estimate only, and not a proposal for services by Jacunski Humes Architects, LLC.

G:\BUDGET\01 TH SHINGLE

**Partial Reroofing and Related Work  
Stonington Town Hall  
152 Elm Street  
Stonington, CT**

**CONCEPTUAL BUDGET COST ESTIMATE - ARTIFICIAL SLATE**

**November 12, 2020**

Replace approximately 5,030 sq. ft. of existing slate with an artificial slate shingle	\$ 85,510.00
5,030 sq. ft. of new ½" plywood sheathing	\$ 22,640.00
320 lin. ft. of built-in copper gutter lining	\$ 19,200.00
200 lin. ft. of aluminum downspouts	\$ 2,800.00
Painting of fascias, cornice and portico gable & ceiling	\$ 20,000.00
Replacement of deteriorated wood fascias & cornice (allowance)	\$ 4,000.00
Masonry chimney restoration (allowance)	\$ 6,000.00
ACM removal and disposal (allowance)	<u>\$ 5,000.00</u>
<b>Construction Subtotal</b>	<b>\$165,150.00</b>
15% Construction and Owner's Contingency	\$ 24,770.00
Architectural / Engineering Fee	\$ 14,800.00
Industrial Hygienist Fee	\$ 4,000.00
Printing, Legal, Advertising, etc.	<u>\$ 2,000.00</u>
<b>Total Project Cost</b>	<b>\$210,720.00</b>

**Note:**

1. This estimate is based on 2021 construction costs. The above estimate should be escalated by approximately 4% for each year of deferral.
2. Financing costs are not included in this estimate.
3. The Architectural / Engineering Fee are for services provided by Jacunski Humes Architects, LLC.
4. The Industrial Hygienist Fee is an estimate only, and not a proposal for services by Jacunski Humes Architects, LLC.

G:BUDGET02 TH FAUX SLATE





# TOWN OF STONINGTON FISCAL 2020-2021 LINE ITEM BUDGET TRANSFER REQUEST

ACCOUNT NUMBER (ORG-OBJECT)	ACCOUNT NAME	TO (INCREASE)	FROM (DECREASE)	COMMENTS
4022021-	Human Services Bld Roof Replacement	116,260.00		
4022021-88326	WPCA Treatment Facility		116,260.00	
		<b>116,260.00</b>	<b>116,260.00</b>	columns must equal

**JUSTIFICATION**

Several leaks resulting in expensive repairs, past warranted life.

**Requested by:**

Barbara McKrell	12/17/2020
Name	Date
Public Works Director	12/17/2020
Department Head	Director of Finance Approval

*Following to be completed by Finance Department:*

**Approved**

	12/18/2020
Danielle Chesebrough, First Selectman	Date

**Approved**

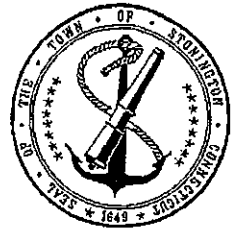
Board of Finance	1/6/2021
	Meeting Date
	Meeting Date

RECEIVED BY FINANCE:

JOURNAL ENTRY NUMBER

# TOWN OF STONINGTON

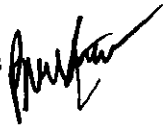
Public Works Department  
152 Elm Street  
Stonington, Connecticut 06378  
(860) 535-5055 • Fax (860) 535-1023



## INTEROFFICE MEMORANDUM

**DATE:** January 6, 2021

**TO:** Board of Finance

**FROM:** Barbara McKrell, Director of Public Works  
Christopher Greenlaw, Town Engineer 

**CC:** Danielle Chesebrough, First Selectman  
James Sullivan, Director of Finance

**SUBJECT:** Line Item Transfer Request for Human Services Roof Replacement

### REQUEST

The Department of Public Works requests your approval to transfer funds from WPCA CIP to establish a Capital Improvement Project to replace the Human Services Roof. The project scope includes design and construction for the replacement of the Human Services asphalt shingle roof, membrane roof, and other related work in the amount of \$116,260.

### BACKGROUND

The Human Services Building serves as offices for the Human Services Department which consists of nine employees. This Department includes four divisions: Social Services, Senior Services, Youth and Family Services and Recreation.

The Building, built in 1976, was originally used by the Police Department. In 2000 a new Police Department Facility was constructed and the Department was relocated. The old building, including the replacement of the roof, was renovated for the Human Services Department in 2021. The building has 5,102 sq. ft. of office space. The existing roofing system consists of a combination of a membrane and asphalt shingle roof.

Over the past few years the flat roof has failed resulting in leaks in the building. Both roofing systems are past their warranted life. Therefore, there is an immediate need for replacement.

### FUNDING

The DPW requests creation and funding of a CIP in the amount of \$116,260 to complete design and construction of the roof as detailed in the attached estimate. Funding for this project was requested as part of the 2021/22 CIP process. However, it is recommended that this project be expedited to:

- Stop continued deterioration of the Human Services roofing system and associated apparatus.
- Execute construction award quickly to allow replacement to be completed before June 2021. This would allow the Town to get a large highly experience team to complete the work before they begin large school roofing projects in the summer.

#### SUMMARY

Other options for this work include the following:

1. Do Nothing: This will result in continued increase of costly repairs and deterioration of the building.
2. Fund as part of 2021/22 CIP: This will delay construction start to September 2021.

Therefore, we request your approval to transfer funding to design and construct Human Services Roof Replacement Project in the amount of \$116,260 to support replacement completion in spring 2021.

ATTACHMENT: Construction Estimate

**Reroofing and Related Work  
Stonington Human Services  
166 South Broad Street  
Pawcatuck, CT**

**CONCEPTUAL BUDGET COST ESTIMATE - ASPHALT SHINGLES**

**November 12, 2020**

Replace approximately 4,770 sq. ft. of existing asphalt shingles with a new 20 year asphalt shingle	\$ 59,630.00
Replace approximately 1,340 sq. ft. of existing flat roofing with a new 30 year EPDM roofing system	\$ 25,460.00
460 lin. ft. of new aluminum gutters and downspouts	\$ <u>6,440.00</u>
<b>Construction Subtotal</b>	<b>\$ 91,530.00</b>
15% Construction and Owner's Contingency	\$ 13,730.00
Architectural / Engineering Fee	\$ 9,200.00
Printing, Legal, Advertising, etc.	\$ <u>1,800.00</u>
<b>Total Project Cost</b>	<b>\$116,260.00</b>

**Note:**

1. This estimate is based on 2021 construction costs. The above estimate should be escalated by approximately 4% for each year of deferral.
2. Financing costs are not included in this estimate.
3. The Architectural / Engineering Fee are for services provided by Jacunski Humes Architects, LLC.
4. The existing roofing system is assumed to be free of hazardous materials.

G:BUDGET03 HS SHINGLE





# TOWN OF STONINGTON FISCAL 2020-2021 LINE ITEM BUDGET TRANSFER REQUEST

ACCOUNT NUMBER (ORG-OBJECT)	ACCOUNT NAME	TO (INCREASE)	FROM (DECREASE)	COMMENTS
4022021-XXXXX	Town Hall HVAC Upgrade Project	74,000.00		
4022021-88326	WPCA Treatment Facility		74,000.00	
		<b>74,000.00</b>	<b>74,000.00</b>	columns must equal

**JUSTIFICATION**

Upgrades necessary to provide fresh air to Town Hall Second floor

**Requested by:**

Chris Greenlaw	12/29/2020
_____ Name	_____ Date
Town Engineer	James Sullivan 12/30/20
_____ Department Head	_____ Director of Finance Approval

*Following to be completed by Finance Department:*

**Approved**

Danielle Chesebrough	12/31/2020
_____ First Selectman	_____ Date

**Approved**

Board of Finance	1/6/2021
_____	_____ Meeting Date
_____	_____ Meeting Date

RECEIVED BY FINANCE:

JOURNAL ENTRY NUMBER

# TOWN OF STONINGTON

Public Works Department  
152 Elm Street  
Stonington, Connecticut 06378  
(860) 535-5055 • Fax (860) 535-1023



## INTEROFFICE MEMORANDUM

**DATE:** January 6, 2021

**TO:** Board of Finance

**FROM:** Barbara McKrell, Director of Public Works  
Christopher Greenlaw, Town Engineer *OK*

**CC:** Danielle Chesebrough, First Selectman  
James Sullivan, Director of Finance

**SUBJECT:** Line Item Transfer Request for Town Hall HVAC Improvement

### REQUEST

The Department of Public Works requests your approval to transfer funds from WPCA CIP to allocate additional funding to the Town Hall HVAC Improvement project to install a mechanical ventilation system for the Town Hall in the amount of \$74,000.

### BACKGROUND

The Town Hall serves as offices for seventeen (17) Departments and over forty (40) employees. It was built in 1928 and provides 16,934 sq feet of office space for public services. The existing second floor air ventilation system consists of opening windows for fresh air intake. The current method for fresh air intake is uneconomical in severe hot/cold weather conditions as it is inefficient and competes with the other building climate controls. This condition coupled with the recommendation to increase fresh air during the COVID event, challenges the air quality standards and efficiencies of the building system.

Although the building satisfied the building code at the time of the last renovation in 2005, the recent mechanical evaluation report coupled with the COVID event has spotlighted the need to improve the mechanical air ventilation for second floor employees and residents.

Mechanical ventilation should be considered for the following reasons:

- *The occupied spaces of a building fail to meet the required air change over rate per the International Energy Conservation Code. Therefore, mechanical measures should be implemented to accommodate proper fresh air change over rate.*

- *Occupied spaces utilizing "openable" windows creates both inefficiencies and imbalance to the climate within the building for the employees and public.*
- *Fresh air infiltration (or change over) should have an electronic mechanism in place to monitor indoor/outdoor temps, carbon dioxide, etc. such that dampers can be automatically controlled for varying occupancy, temperatures, etc.*
- *Mechanical ventilation devices can be designed to recover heat from exhaust air or "economize" by utilizing outside air when advantageous for either supplementing interior air with outside air rather than utilizing excess energy to condition air.*

## FUNDING

During the September 23, 2020 Board of Finance meeting, the BOF approved \$40,000 to fund the completion of construction documents for. Since that time, we have completed this work and ready to advertise and construct the project. Based on the final design, we estimate \$74,000 is needed to complete the following work:

1. Install (1) ERV – Energy Recovery Unit that both mixes fresh air and extrapolates heat energy from exhaust air in advance of the supply air. Unit to be installed in the attic.
2. Installation of a minimum of (4) supply and exhaust ducts from the attic through the 3<sup>rd</sup> floor to the second floor.
3. Carpentry on the 3<sup>rd</sup> floor will be required to box out "chases" and finish work
4. Plumbing for two ¾" inch Hot water supply and return lines is required
5. A heating coil will be installed in the ERV to temper fresh air supply
6. Electrical power supply line will be required to power the ERV
7. Supply & exhaust distribution ductwork from the ERV to all of the spaces on the second floor, supply & exhaust diffusers and grilles, power wiring, controls, roof caps,
8. Installation of a larger outdoor air duct on the lower level
9. Cleaning existing ducts
10. Environmental testing/monitoring and clearances will be conducted during construction activity
11. ACM removal and disposal

## SUMMARY

Other options for this work include the following:

1. Do Nothing: This will result in continued inadequate air change over, climate imbalance and energy inefficiencies.
2. Fund as part of 2021/22 CIP: This will delay construction start to September 2021.

Therefore, we request your approval to transfer funding to construct Town Hall HVAC Project in the amount of \$74,000 to support completion in the spring of 2021.

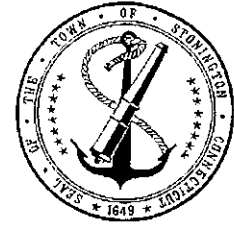
ATTACHMENT: Construction Estimate





# TOWN OF STONINGTON

152 Elm Street  
Stonington, Connecticut 06378  
(860) 535-5055 • Fax (860) 535-1023



## INTEROFFICE MEMORANDUM

**DATE:** January 6, 2021

**TO:** Board of Finance

**FROM:** Danielle Chesebrough, First Selectman  
Keith Brynes, Planner

**CC:** James Sullivan, Director of Finance

**SUBJECT:** Funding Request for FEMA CRS Floodplain Manager

### REQUEST

The First Selectman requests your approval to authorize additional funding in the amount of \$20,000 to continue external consultant services as the Town's Food Plain Manager/CRS Coordinator.

### BACKGROUND

The Community Rating System (CRS) is a national program developed by the Federal Emergency Management Agency (FEMA). Under the CRS, the flood insurance premiums of a community's residents and businesses are discounted to reflect that community's work to reduce flood damage to existing buildings, manage development in areas not mapped by the NFIP, protect new buildings beyond the minimum NFIP protection level, preserve and/or restore natural functions of floodplains, help insurance agents obtain flood data, and help people obtain flood insurance. The activities that are credited under the CRS are listed the attachment, along with the points that may be obtained for each activity.

The Town's Coastal Resilience Plan indicates that 1,400 properties are located in the 100 year, or 1% flood plain. Out of roughly 8,800 properties in town, this amounts to about 16% of properties town wide. The plan also analyzes the town's risk due to sea level rise and storm surge to 2050. It estimates that approximately \$1.9 billion of coastal property could be at-risk of flooding by 2050. Being part of the CRS program not only reduces the cost of insurance for these residents, but also helps improve the properties resiliency to flooding.

On November 17, 2017, the Department of Homeland Security, Federal Emergency Management Agency (FEMA), verified that the Town's voluntary actions exceeded the minimum standards of the National Flood Insurance Program (NFIP) and meet the criteria for a CRS class 8 rating. The floodplain management activities implemented by the Town qualified our residents for a 10 percent discount in the premium cost of flood insurance for NFIP policies beginning October 1, 2017. This savings is a tangible result of the flood mitigation activities of the Town to protect lives and reduce property damage.



In March 2019, FEMA notified the Town that based on the prior years activities we achieved 1614 credit points resulting in an increased rating CRS Class 7, which qualified our residents for a 15 percent discount. This increase was a result of increased activities by the Town's Floodplain Manager (CRS Coordinator). Under the Community Rating System (CRS), communities can be rewarded for doing more than simply regulating construction of new buildings to the minimum national standards. This rating will continue as long as the Town continues to implement CRS activities that must be certified annually.

The community's Chief Executive Officer/First Selectman is required to designate a CRS Coordinator to coordinate the community's Community Rating System activities and work with FEMA and the Insurance Services Office, Inc. to document and verify the community's efforts. In accordance with the Collective Bargaining Agreement with the Stonington Public Administrators Association (SPAA), Article 10.8:

*"The Town recognizes the position and duties to a Flood Plain Manager (CRS Coordinator) and shall assign such duties to the bargaining unit member of their discretion upon agreement by the bargaining unit member to accept such duties. When such assignment is made to a bargaining unit member, the Town shall provide such member, an annual stipend of \$4,000. The Town agrees not to assign Flood Plain Manager duties to a party outside of the bargaining unit. However, if no bargaining unit member accept the position and duties, the Town has the right to assign such duties to non-bargaining unit individuals and/or outside contractors."*

Prior to December 20, 2019, the Town Engineer and member of SPAA accepted this role. However, since that time no other bargaining unit member has accepted the role. Existing staff do not have the capacity to fulfill all the additional responsibilities of the CRS Program. Therefore, the Town has contracted out this work to a consultant. In the current budget \$14,000 was appropriated as an initial estimate to cover the costs associated with contracting out the CRS Coordinator. At this time these funds have been expended. The additional \$20,000 is our best estimate for what will be required to finish the fiscal year.

### FUNDING

Funding for this activity will be added to the Planning Department line item for outside services. Management of the consultant will to be executed by the Keith Brynes, Planner. This appropriation is required to maintain our CRS rating, protect lives, reduce property damage and reduce insurance costs.

### SUMMARY

Therefore, the First Selectman requests your approval to authorize additional funding in the amount of \$20,000 to continue external consultant services as the Town's Flood Plain Manager/CRS Coordinator.

ATTACHMENT: Table 110-2. Credit Points Awarded for CRS Activities

**Table 110-2. Credit points awarded for CRS activities.\***

Activity	Maximum Possible Points	Maximum Points Earned	Average Points Earned	Percentage of Communities Credited
<b>300 Public Information Activities</b>				
310 Elevation Certificates	116	116	38	96%
320 Map Information Service	90	90	73	85%
330 Outreach Projects	350	350	87	93%
340 Hazard Disclosure	80	62	14	84%
350 Flood Protection Information	125	125	38	87%
360 Flood Protection Assistance	110	100	55	41%
370 Flood Insurance Promotion <sup>5</sup>	110	110	39	4%
<b>400 Mapping and Regulations</b>				
410 Flood Hazard Mapping	802	576	60	55%
420 Open Space Preservation	2,020	1,603	509	89%
430 Higher Regulatory Standards	2,042	1,335	270	100%
440 Flood Data Maintenance	222	249	115	95%
450 Stormwater Management	755	605	132	87%
<b>500 Flood Damage Reduction Activities</b>				
510 Floodplain Mgmt. Planning	622	514	175	64%
520 Acquisition and Relocation	2,250	1,999	195	28%
530 Flood Protection	1,600	541	73	13%
540 Drainage System Maintenance	570	454	218	43%
<b>600 Warning and Response</b>				
610 Flood Warning and Response	395	365	254	20%
620 Levees	235	207	157	0.5%
630 Dams	160	99	35	35%

\* Figures are based on communities that have received verified credit under the 2013 CRS Coordinator's Manual (about 43% of CRS communities), as of October 2016. The maximum possible points are based on the 2013 Coordinator's Manual. Growth adjustments are not included.



### **Bridge Inspection & Condition Inventory – Misc. Key Info**

**CONDITION:** Key elements of the bridge inspected (Deck (58), Superstructure (59), Substructure (60), Culvert (62), Deck Geometry (68), Waterway Adequacy (71), and Approach Alignment (72)) were assigned a condition rating based on our evaluation of its current condition. The ratings were assigned using the nine (9) point ConnDOT (and Federal Highway) National Bridge Inspection System (NBIS) rating system as listed below:

<b><u>Rating</u></b>	<b><u>Description</u></b>
9	EXCELLENT — no noticeable deficiencies or deterioration.
8	VERY GOOD — no problems requiring attention.
7	GOOD — some minor problems; potential exists for minor maintenance.
6	SATISFACTORY — elements show some minor deterioration; potential exists for major maintenance.
5	FAIR — all primary elements are sound, but may have minor section loss, cracking, spalling or scour; potential exists for minor rehabilitation
4	POOR — advanced section loss, deterioration, spalling or scour; requires major rehabilitation
3	SERIOUS — loss of section, deterioration, spalling or scour have seriously affected primary elements. Local failures are possible. Fatigue cracks in steel or shear cracks in concrete may be present. Rehabilitation or repair required immediately.
2	CRITICAL - need for immediate repairs or rehabilitation is urgent.
1	IMMINENT - structure is or should be closed, study should determine feasibility of repair or rehabilitation
0	FAILED - structure is or should be closed, structure is beyond repair or rehabilitation

**STRUCTURAL EVALUATION (67):** The Structural Evaluation rating is the lowest of the condition ratings from Deck, Superstructure, Substructure, or Culvert (when applicable). A rating of 'N' means that no rating is required for that item based on its structure type (either Bridge or Culvert).

### **STRUCTURE TYPE**

**Code**

1	Concrete
2	Concrete continuous
3	Steel
4	Steel continuous
5	Prestressed concrete
6	Prestressed concrete continuous
7	Wood or Timber
8	Masonry
9	Aluminum, Wrought Iron, or Cast Iron
0	Other



## **FUNCTIONAL ROADWAY CLASSIFICATION (26)**

### **Rural**

- 1 Principal Arterial - Interstate
- 2 Principal Arterial - Other
- 6 Minor Arterial
- 7 Major Collector
- 8 Minor Collector
- 9 Local

### **Urban**

- 11 Principal Arterial - Interstate
- 12 Principal Arterial - Other Freeways or Express ways
- 14 Other Principal Arterial
- 16 Minor Arterial
- 17 Collector
- 19 Local

## **TRAFFIC SAFETY FEATURES (36)**

- 1<sup>st</sup> Digit Bridge Railings
- 2<sup>nd</sup> Digit Transition Railing
- 3<sup>rd</sup> Digit Approach Guiderail
- 4<sup>th</sup> Digit Approach Guiderail Ends

### **Code Description**

- 0 Inspected feature does not meet currently acceptable standards or a safety feature is required and none is provided.
- 1 Inspected feature meets currently acceptable standards.
- N Not applicable or a safety feature is not required.

**PRIORITY FACTORS:** This section lists the Structural Adequacy Rating, Sufficiency Rating and Level of Importance.

The Structural Adequacy Rating represents the overall structural condition based on superstructure or substructure condition and estimated load capacity. It is a value between 0 and 55 with 0 being the worst rating and 55 being the best rating.

The Sufficiency Ratings are calculated from formulas based on the "Recording and Coding Guide for the Structure Inventory and Appraisal of the Nation's Bridges" by the U.S. DOT Federal Highway Administration. The Sufficiency Rating is a weighted percentage (0% entirely deficient and 100% entirely sufficient) that factors in technical data about the bridge combined with the condition ratings on various bridge components based on their current condition. The Sufficiency Rating is proportioned into three major sections: Structural Adequacy and Safety, Serviceability and Functional Obsolescence, and Essentiality for Public Use.

- Structural Adequacy & Safety – 55% max.: based on the structural adequacy rating and overall safety
- Serviceability & Functional Obsolescence – 30% max.: considers items such as deck condition, clearances, roadway alignment and roadway width





- Essentiality For Public Use – 15% total divided into two possible parts:
  - 15% max.; Essentiality - includes items affecting overall impact from loss of use such as level of importance to town-wide travel patterns, detour length, average daily traffic, defense highway designation, etc.
  - 13% max.; Special Reductions – includes other special considerations of local or special importance

The spreadsheet is arranged so that the bridges with the lowest percentage (least sufficient) are at the top and the highest percentage (most sufficient) are at the bottom.

Level Of Importance is High, Medium, or Low based on the Average Daily Traffic (ADT).

- Low - ADT levels 3000 vehicles per day (vpd) and below
- Medium – ADT levels between 3000 (vpd) and 6000 (vpd)
- High – ADT levels 6000 (vpd) and above

**TOWN OF STONINGTON: TOWN WIDE BRIDGE ASSET MANAGEMENT PROGRAM  
BRIDGE INSPECTION AND CONDITION INVENTORY**



DATE: DECEMBER 22, 2020  
PREPARED BY: KATRINA MARTELL  
WMC REFERENCE NO. 20079

Bridge No	Town (s)	DESCRIPTION			PRIORITY FACTORS		TECHNICAL DATA							(1) CONDITION RATINGS											DATE INSPECTED				ADDITIONAL INVESTIGATIONS NEEDED				FUNDING					
		Feature Carried	Feature Crossed	Location	Structure Type	Structural Adequacy Rating	Sufficiency Rating	Level Of Importance (High, Medium, or Low)	Year Built	Year Reconstructed	Average Daily Traffic (ADT) (29)	Structure Length	Max. Span Length	Curb to Curb Width (S1)	Functional Class	Deck (58)	Superstructure (59)	Substructure (60)	Channel (61)	Culvert (62)	Structural Evaluation (67)	Deck Geometry (68)	Underclearances (69)	Waterway Adequacy (71)	Approach Alignment (72)	Traffic Safety Feature (36)	Scour Critical (113)	Year Previously Inspected	Inspection Date	Load Rated	Diver Inspection	Field Investigations	ADT	Scour Evaluation	State (50%)	Federal (80%)		
137001	Stonington/ Ledyard	Lantern Hill Road	Whitford Brook	0.2 Mi. North of Wolf Neck Rd.	1	0	11.9%	Low	1950	1071	21'-0"	15'-0"	17'-0"	19	5	N	4	N	2	N	2	N	6	6	0000	2	2016	10/17/2020	No	No	No	No	Yes	Yes				
137003	Stonington	Wolf Neck Road	Whitford Brook	0.2 Mi. West of Lantern Hill Rd.	1	21	42.3%	Low	1940	200	10'-0"	7'-0"	16'-6"	09	4	S	5	N	4	N	2	N	8	8	0001	U	2016	11/16/2020	Yes	No	Yes	No	Yes	Yes				
137010	Stonington	Masons Island Road	cowe	0.6 Mi. South of Route 1	1	44	48.4%	Low	1940	1000	20'-0"	17'-6"	20'-7"	19	5	S	5	N	5	3	N	8	8	0000	6	2016	11/14/2020	Yes	Yes	Yes	Yes	Yes	Yes					
137004	Stonington	Taugwonk Road	Wheeler Brook	0.7 Mi. South of Stony Brook Rd	1	29	51.6%	Low	1955	1000	8'-0"	8'-0"	23'-0"	17	N	N	7	4	N	8	8	0000	U	U	U	2016	11/16/2020	Yes	No	Yes	No	Yes	No	Yes				
04158	Stonington	Stillman Avenue	Pawcatuck River	0.5 Mi. East of Route 2	3	41	56.4%	Med.	1953	5345	124'-0"	59'-0"	28'-0"	19	5	5	6	N	5	2	N	5	3	1000	3	2020	11/14/2020	No	No	No	Yes	No	Yes					
04790	Stonington	South Anguilla Road	Anguilla Brook	900 Ft. South of Route 234	1	54	76.1%	Low	1940	528	22'-0"	20'-0"	20'-0"	19	7	7	6	N	6	3	N	5	7	0000	5	2020	11/14/2020	No	Yes	No	Yes	Yes	Yes					
137002	Stonington	Wolf Neck Road	Whitford Brook	0.3 Mi. West of Lantern Hill Rd.	1	54	77.2%	Low	1940	200	18'-0"	14'-6"	17'-7"	09	6	6	6	N	6	2	N	8	8	0000	U	2016	11/16/2020	Yes	Yes	Yes	Yes	Yes	Yes					
137009	Stonington	Collins Road	cattle path	0.09 Mi. North of Route 1	1	54	77.2%	Low	1930	200	14'-0"	11'-0"	19'-0"	19	8	N	6	N	6	3	N	6	6	0000	N	2016	11/21/2020	Yes	No	Yes	No	Yes	No	Yes				
137005	Stonington	Jerry Browne Road	Coppa Brook	0.0 Mi. West of Mistuket Ave.	1	54	77.6%	Low	1982	2800	14'-0"	14'-0"	28'-6"	17	N	N	7	6	4	N	9	8	0000	6	2016	11/21/2020	Yes	Yes	Yes	No	Yes	No	Yes					
137007	Stonington	Green Haven Road	Wequetequock River	0.02 Mi. South of Route 1	1	54	81.9%	Low	1970	1000	12'-0"	10'-0"	25'-0"	17	N	N	7	7	4	N	9	8	0010	6	2016	11/21/2020	Yes	No	Yes	No	Yes	No	Yes					
137008	Stonington	Holmes Street	Mystic River/Tidal Pond	0.0 Mi. West of Bay Street	5	54	82.5%	Low	1938	2001	17'-2"	13'-8"	25'-3"	19	7	7	6	N	6	4	N	6	8	1000	6	2016	11/16/2020	Yes	No	Yes	No	Yes	No	Yes				
Unknown	Stonington	Coogan Boulevard	stream	0.047 Mi. W of Jerry Browne Rd	3	54	83.2%	Med.		3700	12'-8"	5'-3"	54'-0"	17	N	N	7	5	4	N	8	8	0000	U	1991	11/16/2020	Yes	No	Yes	No	Yes	No	Yes					
137006	Stonington	Mistuket Avenue	Coppa Brook	0.0 Mi. W. of Jerry Browne Rd.	1	54	86.9%	Low	1982	1600	14'-0"	14'-0"	28'-0"	17	N	N	7	6	6	5	N	9	8	0000	6	2016	11/21/2020	Yes	No	Yes	Yes	Yes	No	Yes				
04182	Stonington/ Westerly (RI)	White Rock Road	Pawcatuck River	0.2 Mi. East of Route 2	4	55	91.1%	Low	1996	2250	239'-0"	160'-0"	30'-0"	19	7	7	7	N	7	4	N	8	8	0000	7	2018	11/21/2020	No	No	Yes	No	Yes	No	Yes				
058001	Stonington/ Groton	North Stonington Road	Mystic River	0.1 Mi. North of Rte 27					1934	1000																												
Unknown	Stonington	Timber Ridge Drive	Stream	0.35 Mi. South of Elmridge Rd	1																																	
Unknown	Stonington	Collins Road	Stream	0.44 Mi. North of Route 1	1																																	

[1] CONDITION RATINGS - Items in red represent poor or substandard conditions

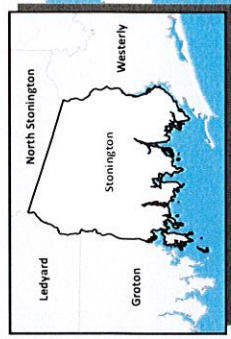
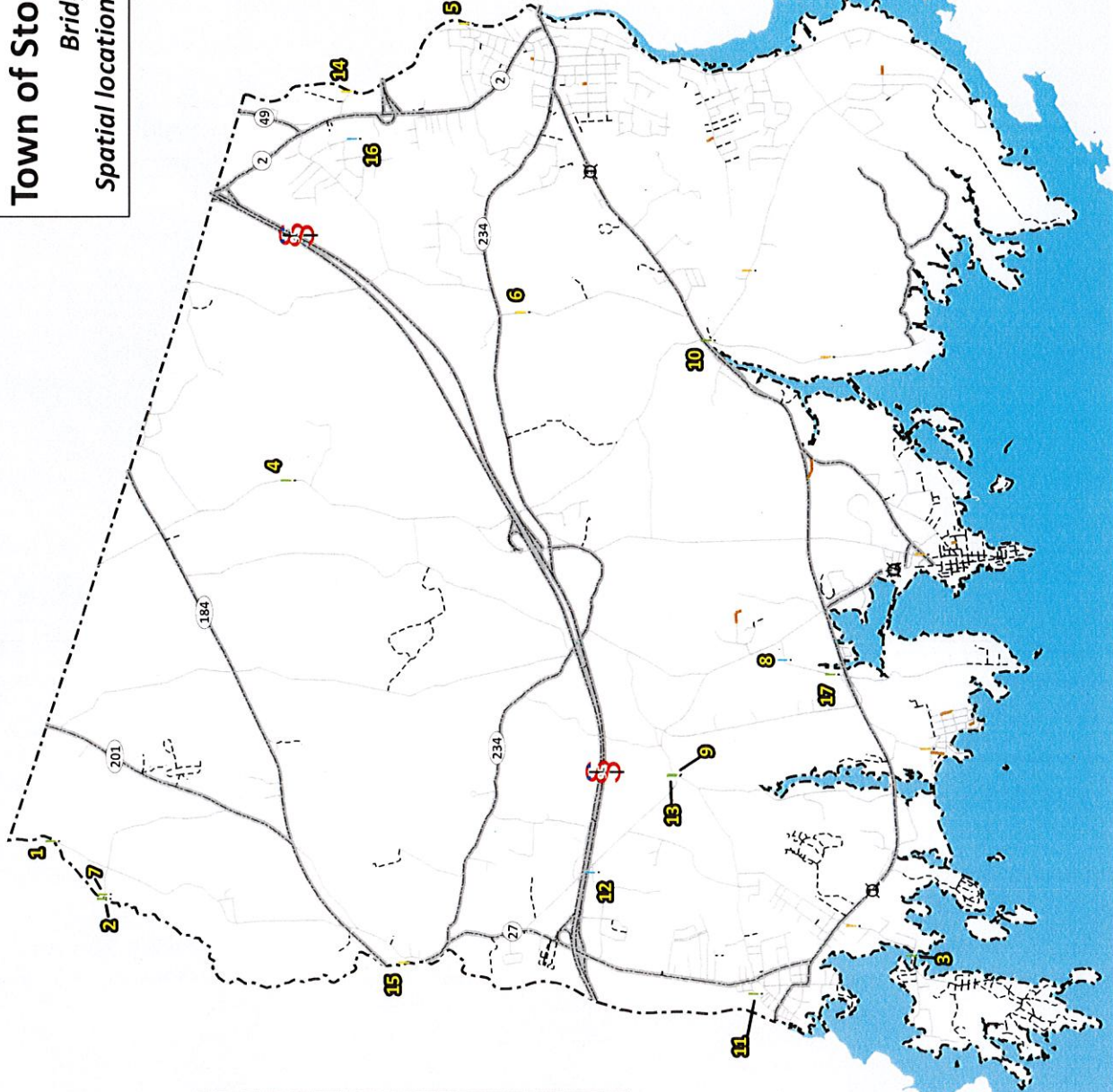


# Town of Stonington, Connecticut

## Bridge Inventory and Assessment

### Spatial location of Bridges Throughout Town

**Bridges**  
 BridgeSpan, Ownership  
 Bridge Spans > 20 ft. and in N.B.I., Owner: AMTRAK  
 Bridge Spans > 20 ft. and in N.B.I., Owner: TOWN  
 Bridge Spans < 20 ft., Owner: TOWN  
 Culvert Spans < 20 ft., Owner: TOWN



Bridge #	Location
1	Lantern Hill Road
2	Wolf Neck Road
3	Masons Island Road
4	Taugwonk Road
5	Stillman Avenue
6	South Anguilla Road
7	Wolf Neck Road
8	Collins Road
9	Jerry Browne Road
10	Green Haven Road
11	Holmes Street
12	Coogan Boulevard
13	Mistuxet Avenue
14	White Rock Road
15	North Stonington Road
16	Timber Ridge Drive
17	Collins Road

**DRAFT**  
 Issue Date: December 29, 2020  
 This Map is Intended for Planning Purposes Only  
**BETA**  
 0 0.475 0.95 Miles

**Stonington Public Schools**  
**GLOBAL**  
**For Month Ending November 30, 2020**

Description	2020-21 Adopted Budget	2020-21 Budget Amended	2020-21 Budget Revised	Current Period	2020-21 YTD	Encumbrance	Balance Remaining
<b>101 BOARD OF EDUCATION</b>							
<b>REVENUE</b>							
170 GATE RECEIPTS REVENUE	(15,000)	-	(15,000)	-	-	-	(15,000)
511 Sped Transportation	(164,451)	-	(164,451)	-	-	-	(164,451)
560 TUITION	(583,054)	-	(583,054)	-	-	-	(583,054)
<b>TOTAL OF REVENUE</b>	<b>(762,505)</b>	<b>-</b>	<b>(762,505)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(762,505)</b>
<b>EXPENSES</b>							
111 BLDG.ADM. SALARY	2,060,435	-	2,060,435	158,624	865,601	1,184,745	10,089
113 TEACHER SALARY	14,609,682	-	14,609,682	1,116,740	3,916,265	10,597,338	96,078
114 BLDG.ADM SECRETARY SAL	1,023,801	-	1,023,801	80,530	401,020	590,034	32,747
115 MAINT/CUST SALARY	1,296,230	-	1,296,230	101,922	540,377	743,716	12,136
116 NURSE SALARY	312,976	-	312,976	36,886	141,897	297,337	(126,259)
117 AIDE SALARY	1,790,608	-	1,790,608	169,839	461,522	1,207,609	121,477
118 NON-CERTIFIED PROFESSIONALS	666,935	-	666,935	53,478	274,265	411,279	(18,610)
123 SUBSTITUTE/TEMP INSTR TEACHER	304,566	-	304,566	32,122	64,551	192,878	47,137
124 SUB SECRETARY SALARY	16,000	-	16,000	-	-	-	16,000
125 SUB MAINT/CUST SALARY	49,535	-	49,535	1,470	10,916	-	38,619
126 SS HEALTH SRVS PT/SUB NURSE	140,021	-	140,021	502	1,759	-	138,262
127 SUB INSTR AIDE	45,100	-	45,100	4,919	10,505	16,349	18,246
133 Extra Curricular/Athletics/Curriculum	472,273	-	472,273	62,954	128,290	262,806	81,177
134 SECRETARY OT	10,500	-	10,500	58	1,160	-	9,340
135 CUST/MAINT OT SALARY	29,870	-	29,870	2,017	20,153	-	9,717
153 HEALTH SVCS NURSE OT	-	-	-	368	432	-	(432)
153 TUTOR	146,700	-	146,700	6,125	17,198	-	129,502
<b>TOTAL OF 100 - SALARIES</b>	<b>22,975,231</b>	<b>-</b>	<b>22,975,231</b>	<b>1,828,554</b>	<b>6,855,912</b>	<b>15,504,092</b>	<b>615,227</b>
200 OPEB BENEFITS	-	-	-	-	-	-	-
210 HEALTH INS	4,192,409	-	4,192,409	126	417,022	3,633,750	141,637
211 FLEX PLAN	18,000	-	18,000	-	(145)	-	18,145
214 LIFE INS	35,000	-	35,000	-	13,680	21,320	-
215 LDI	7,700	-	7,700	-	2,492	3,508	1,700
221 PENSION	507,323	-	507,323	15,844	454,003	-	53,320
223 FICA	268,774	-	268,774	20,394	93,411	169,368	5,994
224 MEDICARE	340,157	-	340,157	25,347	95,777	238,682	5,699
231 W.C.	169,650	-	169,650	-	84,825	84,825	(0)
232 UNEMPLOYMENT	81,916	-	81,916	-	188	64,813	16,916
240 COURSE CREDIT	33,200	-	33,200	500	1,250	-	31,950
250 RETIREMENT	-	-	-	-	32,000	-	(32,000)
<b>TOTAL OF 200 - BENEFITS</b>	<b>5,654,129</b>	<b>-</b>	<b>5,654,129</b>	<b>62,211</b>	<b>1,194,502</b>	<b>4,216,266</b>	<b>243,361</b>



Stonington Public Schools  
GLOBAL  
For Month Ending November 30, 2020

Description	2020-21 Adopted Budget	2020-21 Budget Amended	2020-21 Budget Revised	Current Period	2020-21 YTD	Encumbrance	Balance Remaining
311 STUDENT ENRICHMENT	16,950	-	16,950	-	2,140	193	14,618
312 PROF DEV INSTR CONSULANT	31,800	-	31,800	-	15,709	15,200	892
313 PROF/TECH	177,337	-	177,337	9,572	37,625	56,939	82,773
319 OTHER PROF/TECH SERVICES	457,625	-	457,625	35,368	245,551	111,933	100,141
332 IN TOWN TRAVEL	17,700	-	17,700	356	1,103	-	16,597
390 REFEREES	44,773	-	44,773	2,749	8,147	-	36,626
391 POLICE SERVICES	55,200	-	55,200	660	1,332	5,000	48,868
<b>TOTAL OF 300 - PURCHASES</b>	<b>801,385</b>	<b>-</b>	<b>801,385</b>	<b>48,705</b>	<b>311,606</b>	<b>189,265</b>	<b>300,514</b>
410 PUBLIC UTILITY	913,758	-	913,758	46,791	193,907	603,775	116,076
430 REPAIRS/MAINTENANCE	454,705	-	454,705	14,043	144,226	158,259	152,220
440 RENTALS	83,578	-	83,578	2,305	9,899	20,117	53,561
<b>TOTAL OF 400 - RENTAL</b>	<b>1,452,041</b>	<b>-</b>	<b>1,452,041</b>	<b>63,139</b>	<b>348,032</b>	<b>782,151</b>	<b>321,858</b>
510 REGULAR BUS TRANSPORTATION	1,535,493	-	1,535,493	(31,200)	(19,880)	1,488,680	66,693
511 SE SPEC.NEEDS SYS. TRANSPORTAT	531,900	-	531,900	38,263	48,647	334,314	148,940
512 FIELD TRIPS	89,277	-	89,277	6,150	6,150	2,956	80,171
520 PROPERTY/ LIABILITY INS	297,376	-	297,376	-	142,120	119,465	35,792
530 COMMUNICATION	136,152	-	136,152	5,530	68,492	59,818	7,842
540 ADVERTISING	2,500	-	2,500	200	408	-	2,092
550 PRINT/BIND	13,174	-	13,174	452	902	-	12,273
560 TUITION	3,003,770	-	3,003,770	701,527	1,363,625	1,764,529	(124,384)
580 CONFERENCES	71,650	-	71,650	75	7,752	2,208	61,690
<b>TOTAL OF 500 - TUITION, TRAVEL</b>	<b>5,681,292</b>	<b>-</b>	<b>5,681,292</b>	<b>720,997</b>	<b>1,618,214</b>	<b>3,771,970</b>	<b>291,108</b>
610 NON-INSTRUCTIONAL SUPPLIES	90,493	-	90,493	19,510	211,779	6,111	(127,397)
611 INSTRUCTIONAL SUPPLIES	268,120	-	268,120	8,815	132,143	18,123	117,854
612 CA DISTRICT TECH SUPPLIES	1,200	-	1,200	-	175	-	1,025
615 MAINTENANCE SUPPLIES	251,250	-	251,250	6,959	71,127	111,129	68,994
620 TRANSPORTATION FUEL	181,167	-	181,167	8,468	9,921	75,050	96,196
625 HEAT ENERGY	366,049	-	366,049	7,561	33,868	182,813	149,368
635 BID SUPPLIES	69,000	-	69,000	-	3,793	1,162	64,046
640 CLASSROOM BOOKS	47,412	-	47,412	-	19,486	-	27,926
650 LIB/MEDIA BOOKS	8,500	-	8,500	1,374	1,374	1,930	5,196
660 PROF MATERIAL	16,400	-	16,400	798	10,618	2,306	3,476
<b>TOTAL OF 600 - SUPPLIES</b>	<b>1,299,591</b>	<b>-</b>	<b>1,299,591</b>	<b>53,485</b>	<b>494,283</b>	<b>398,623</b>	<b>406,685</b>

Stonington Public Schools  
**GLOBAL**  
For Month Ending November 30, 2020

Description	2020-21 Adopted Budget	2020-21 Budget Amended	2020-21 Budget Revised	Current Period	2020-21 YTD	Encumbrance	Balance Remaining
700 NEW EQUIP INSTRUCTIONAL	27,590	-	27,590	-	-	1,675	25,915
710 NEW EQUIP NON INSTRUCTIONAL	14,500	-	14,500	-	757	-	13,743
720 REPLACEMENT EQUIP INSTRUCTIONAL	59,200	-	59,200	6,466	17,141	6,523	35,535
730 REPLACEMENT EQUIP NON INSTRUCTIONAL	20,800	-	20,800	2,667	4,745	5,328	10,727
<b>TOTAL OF 700 - EQUIPMENT</b>	<b>122,090</b>	<b>-</b>	<b>122,090</b>	<b>9,133</b>	<b>22,643</b>	<b>13,526</b>	<b>85,920</b>
810 DUES/FEES	84,928	-	84,928	922	27,342	-	57,586
812 CURRICULUM DISTRICT TECH/LIC.	137,920	-	137,920	-	102,509	-	35,411
<b>TOTAL OF 800 - DUES, FEES</b>	<b>222,848</b>	<b>-</b>	<b>222,848</b>	<b>922</b>	<b>129,851</b>	<b>-</b>	<b>92,997</b>
<b>GRAND TOTAL</b>	<b>37,446,102</b>	<b>-</b>	<b>37,446,102</b>	<b>2,787,147</b>	<b>10,975,044</b>	<b>24,875,893</b>	<b>1,595,165</b>