

TOWN OF GUILFORD

**BOARD OF SELECTMEN
BUDGET 2021-22**



Mission of Our Town Government



Budget Objectives and Key Factors 2021-22

- **Maintain High Level of Services in the Face of Increased Demand and Uncertainty in State Funding**
- **Respond appropriately to short and long term impacts of COVID-19**
- **Provide Essential Safety and Public Protection Services**
- **Fund Pension Liabilities at Actuarially Recommended Levels**
- **Continued Investment in Information Technology**

Budget Objectives and Key Factors 2021-22, cont.

- **Continued Investment in Maintaining Infrastructure and Roads**
- **Protect Tax Relief Programs for Veterans, Elderly and Disabled**
- **Enhance Capital Project Funding within the Operating Budget**
- **Budget Without Reliance on Revenues from Unassigned Fund Balance**

Budget Objectives and Key Factors 2021-22, cont.

- **Demographic changes mean increased demand on senior and social services**
- **Debt Service**
- **ECS**
- **SAFER Grant – 35% Reimbursement for 2020 budget expired**
- **Increase staff levels by 3.5 Full Time positions**

Total Budget Request 2021 vs. 2022

				Change	% Change
		2020-21	2021-22	2021 v. 2022	2021 v. 2022
Town Operating Budget		\$ 30,437,997	\$ 31,411,175	\$ 973,178	3.20%
Operating Capital Budget		\$ 981,610	\$ 1,102,177	\$ 120,567	12.28%
Debt Service		\$ 10,495,185	\$ 10,420,988	\$ (74,197)	-0.71%
Total Budget		\$ 41,914,792	\$ 42,934,340	\$ 1,019,548	2.43%

Summary of BOS Reductions to Budgets

	FY 2021-22 Submitted To BOS	Selectmen's Revisions	FY 2021-22 Submitted To BOF	\$ Change 2021 v. 2022	% Change 2021 v. 2022
Operating Budget					
Department Budgets	\$ 23,083,044	\$ (172,247)	\$ 22,910,797	\$ 793,944	2.47%
Capital Budget	\$ 2,408,277	\$ (1,306,100)	\$ 1,102,177	\$ 120,567	12.28%
Employee Benefits	\$ 8,505,378	\$ (5,000)	\$ 8,500,378	\$ 420,368	5.20%
Total Operating Budgets	\$ 33,996,699	\$ (1,483,347)	\$ 32,513,352	\$ 1,093,745	3.48%
Debt Service	\$ 10,420,988	\$ -	\$ 10,420,988	\$ (74,197)	-0.71%
Total Recommended Budget	\$ 44,417,687	\$ (1,483,347)	\$ 42,934,340	\$ 1,019,548	2.43%

Increases by Major Category of Town Budget

Category	Revised Budget FY 2020-21	Board of Selectmen Budget FY 2021-22	\$ Change	% Change
Total Salaries	\$ 16,234,401	\$ 16,931,200	\$ 696,799	4.29%
Employee Benefits	\$ 8,080,010	\$ 8,500,378	\$ 420,368	5.20%
<i>Subtotal</i>	\$ 24,314,411	\$ 25,431,578	\$ 1,117,167	4.59%
All Other Operating Expenses	\$ 6,123,586	\$ 5,979,597	\$ (143,989)	-2.35%
Capital	\$ 981,610	\$ 1,102,177	\$ 120,567	12.28%
Debt	\$ 10,495,185	\$ 10,420,988	\$ (74,197)	-0.71%

Employee Changes

Full-Time

Change Part-Time Bookkeeper to Full Time
Remove Full Time Town Counsel/Purchasing Agent
Add Information Technology System Administrator
Add Maintainer II
Add Social Services Program Coordinator
Add School Based Clinician

Part –Time

Add Part-time Sanitarian

Contracted

Add Environmental Health Technician
Add Two Contracted Part-Time Asst. Building Officials

Net Increase in Full-Time Employee Totals

3.5

Net change to budget – increase of \$159,087

Increases in Employee Benefits

	Budget	Request	Change	Change
Retirement Plan Contributions	\$ 3,009,445	\$ 3,331,113	\$ 321,668	10.69%
Medical Benefits	\$ 3,738,466	\$ 3,625,372	\$ (113,094)	-3.03%
Reserve for Personnel	\$ 14,332	\$ 200,000	\$ 185,668	1295.48%
Other	\$ 1,317,767	\$ 1,343,893	\$ 26,126	1.98%
Total Employee Benefits	\$ 8,080,010	\$ 8,500,378	\$ 420,368	5.20%

Increases in Operating Budget Over \$50,000

	Revised Budget FY 2020-21	Board of Selectmen Budget FY 2021-22	Budget Increase \$	Budget Increase %
Information Systems	\$ 271,557	\$ 352,342	\$ 80,785	29.75%
Insurance	\$ 862,268	\$ 924,760	\$ 62,492	7.25%
Building	\$ 196,284	\$ 269,633	\$ 73,349	37.37%
Public Works	\$ 2,161,738	\$ 2,232,842	\$ 71,104	3.29%
Police Department	\$ 5,029,446	\$ 5,099,744	\$ 70,298	1.40%
Fire Department	\$ 4,999,420	\$ 5,214,895	\$ 215,475	4.31%
Employee Benefits	\$ 8,080,010	\$ 8,500,378	\$ 420,368	5.20%

Reductions in Operating Budget

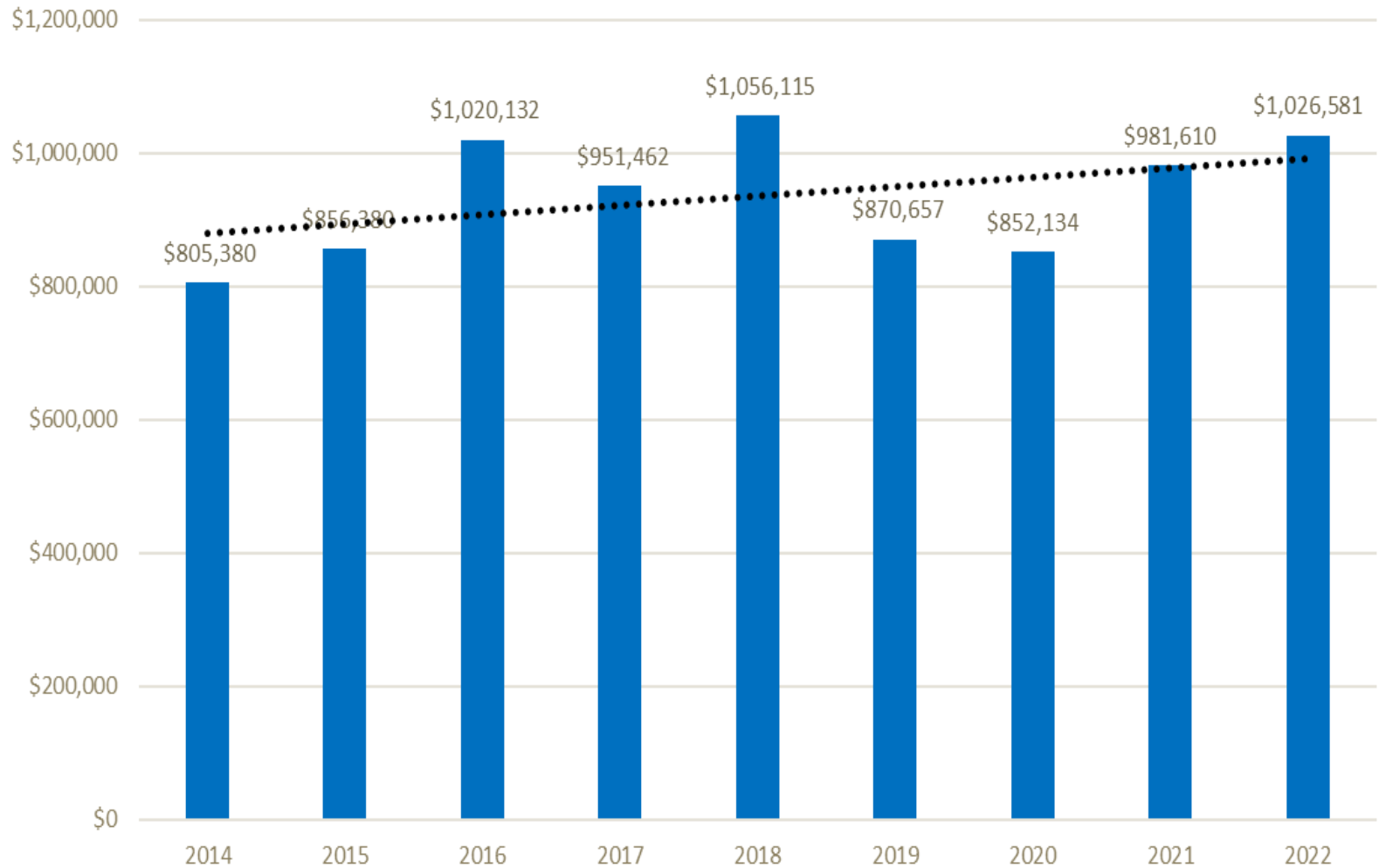
	Revised Budget FY 2020-21	Board of Selectmen Budget FY 2021-22	Budget Decrease \$	Budget Decrease %
Town Clerk	\$ 178,150	\$ 177,555	\$ (595)	-0.33%
Registrars of Voters	\$ 92,284	\$ 82,765	\$ (9,519)	-10.31%
Legal	\$ 423,889	\$ 328,642	\$ (95,247)	-22.47%
Assessor's Office	\$ 236,530	\$ 236,105	\$ (425)	-0.18%
Board of Assessment Appeals	\$ 4,200	\$ 4,175	\$ (25)	-0.60%
Tax Collector	\$ 156,325	\$ 155,692	\$ (633)	-0.40%
Planning & Zoning	\$ 226,303	\$ 224,578	\$ (1,725)	-0.76%
Town Properties	\$ 995,261	\$ 883,599	\$ (111,662)	-11.22%
Debt	\$ 10,495,185	\$ 10,420,988	\$ (74,197)	-0.71%

Components of Capital Budget

Over \$25,000

Engineering		\$ 50,000
Fire		\$ 177,586
Park & Recreation		\$ 250,500
Police		\$ 204,816
Public Works		\$ 282,000

Capital Projects Funded by General Fund



Components of Operating Revenue

	2020-21	2021-22	Change
Property Taxes	\$ 96,632,419	\$ 99,235,390	\$ 2,602,971
Local Revenue			
Interest Income	\$ 525,000	\$ 50,000	\$ (475,000)
Building Permits	\$ 625,000	\$ 580,000	\$ (45,000)
Town Clerk	\$ 695,975	\$ 784,500	\$ 88,525
EMS Revenue	\$ 855,000	\$ 885,000	\$ 30,000
Delinquent Taxes and Interest	\$ 456,000	\$ 457,000	\$ 1,000
Use of Fund Balance	\$ 250,000	\$ -	\$ (250,000)
Other Local	\$ 625,772	\$ 610,265	\$ (15,507)
Total Intra Governmental	\$ 4,032,747	\$ 3,366,765	\$ (665,982)
State Revenue			
State Grants	\$ 1,011,558	\$ 1,011,558	\$ -
BOE/ECS State Grant	\$ 1,766,527	\$ 1,766,527	\$ -
Total Revenue	\$ 103,443,251	\$ 105,380,240	\$ 1,936,989

Grand List Growth

Net Taxable Real Estate	\$	18,329,576	0.67%
Net Taxable Motor Vehicles	\$	14,306,911	7.25%
Net Taxable Personal Property	\$	10,363,476	10.64%
Total Net Taxable Grand List	\$	42,999,963	1.42%
Additional Revenue Generated	\$	1,389,329	

Total Grand List

Real Estate	2,749,460,241	89.60%
Residential	2,483,574,700	90.33%
Commercial/Industrial/Apartments	254,593,474	9.26%
Vacant Land, Forest, Farm, Open Space	11,292,067	0.41%
Motor Vehicles	211,526,651	6.89%
Personal Property	107,764,100	3.51%
Total Gross Grand List	3,068,750,992	

BOS Estimated State Grant Revenue

		2019-20	2020-21	2020-21	2021-22
		ACTUAL	ADOPTED	DEPT.	BOARD OF
		COLLECTED	BUDGET	ESTIMATE	SELECTMEN
					ESTIMATE
BOARD OF EDUCATION					
40310	BD/ED ST-EQUALIZATION GRANT	2,042,186	1,766,527	1,766,527	1,766,527
	TOTAL	2,042,186	1,766,527	1,766,527	1,766,527
OTHER STATE REVENUE					-
40311	TAX RELIEF	\$ 18,936	\$ 20,000	\$ 20,000	\$ 20,000
40315	TAX RELIEF ELDERLY-FREEZE	\$ 2,238	\$ 2,300	\$ 2,300	\$ 2,300
40318	PILOT-WATER COMPANY LAND	\$ 60,799	\$ 60,000	\$ 60,000	\$ 60,000
40319	ST OF CT-TELECOMMUNICATIONS	\$ 49,881	\$ -	\$ -	\$ -
40321	MISCELLANEOUS	\$ 8,793	\$ 7,000	\$ 7,000	\$ 7,000
40324	TOWN AID ROAD GRANT	\$ 360,411	\$ 360,850	\$ 360,850	\$ 360,850
40338	MUNICIPAL GRANTS-IN-AID	\$ 64,848	\$ 64,848	\$ 64,848	\$ 64,848
40346	MUNICIPAL STABILIZATION GRT	\$ 496,560	\$ 496,560	\$ 496,560	\$ 496,560
					\$ -
	TOTAL	\$ 1,062,466	\$ 1,011,558	\$ 1,011,558	\$ 1,011,558
GRAND TOTAL STATE REVENUE		\$ 3,104,652	\$ 2,778,085	\$ 2,778,085	\$ 2,778,085

Components of Bonded Debt Service

Project Financed	Gross Debt Service*	% of Total
New GHS	\$ 4,939,998	46.66%
School	\$ 1,943,929	18.36%
Town *	\$ 3,440,704	32.50%
	\$ 10,586,802	
*Does not include EPC Lease		

Debt Service Projection

Town and School Projects & GHS New Construction Existing & Projected (net of proceeds)



Significant Budget Highlights

- **The BOS Reduced the Department Budget Requests by \$172,247**
- **The BOS reduced the Capital Budget by \$1,306,100**
- **Departmental Operating Expenses without salaries decreased by 2.35%**
- **Increase in Salaries is 4.29% including reserve funding for contracts expiring June 30, 2020**
- **Increased Capital Funding Levels to BOS Goals in Recognition of Debt Service Increases**
- **State Funding Estimates Based on Prior Year**

Unfunded Liability - OPEB

The Town and Board of Education combined liability for Other Post Employment Benefits (OPEB) is

more than \$36 Million as of July 1, 2020

- As of the end of 2020, we set aside \$1.2 million toward building an OPEB Trust to reduce this liability.
- Funding an OPEB Trust with Annual Required Contributions will allow us to reduce our liability by setting money aside to pay for future benefits that have already been identified.
- BOS and BOE have agreed to proceed with establishment of OPEB trust.
- Future Operating Budgets should include annual contributions to the trust.

Mission of Our Town Government



Public Protection and Safety

- Fire
- ~
- Police
- ~
- Ambulance

Maintain Infrastructure

- Maintain Town Properties
- ~
- Snow Removal
- ~
- Tree Maintenance
- ~
- Chipsealing

Town Services

- Elderly Tax Relief
- ~
- Land Use Depts.
- ~
- Y&FS
- ~
- Senior Services
- ~
- Social Services

Quality of Life

- Library
- ~
- Park and Rec Programs
- ~
- Beaches, Lakes and Boating
- ~
- Hiking Trails

Support Board Of Education

- School Resource Officer
- ~
- Fields Maintenance
- ~
- Cooperative Purchasing

Economic Development and Tourism

- Parking Agreement
- ~
- Sustainable CT Silver Certification
- ~
- GPAF
- ~
- Guilford Vide