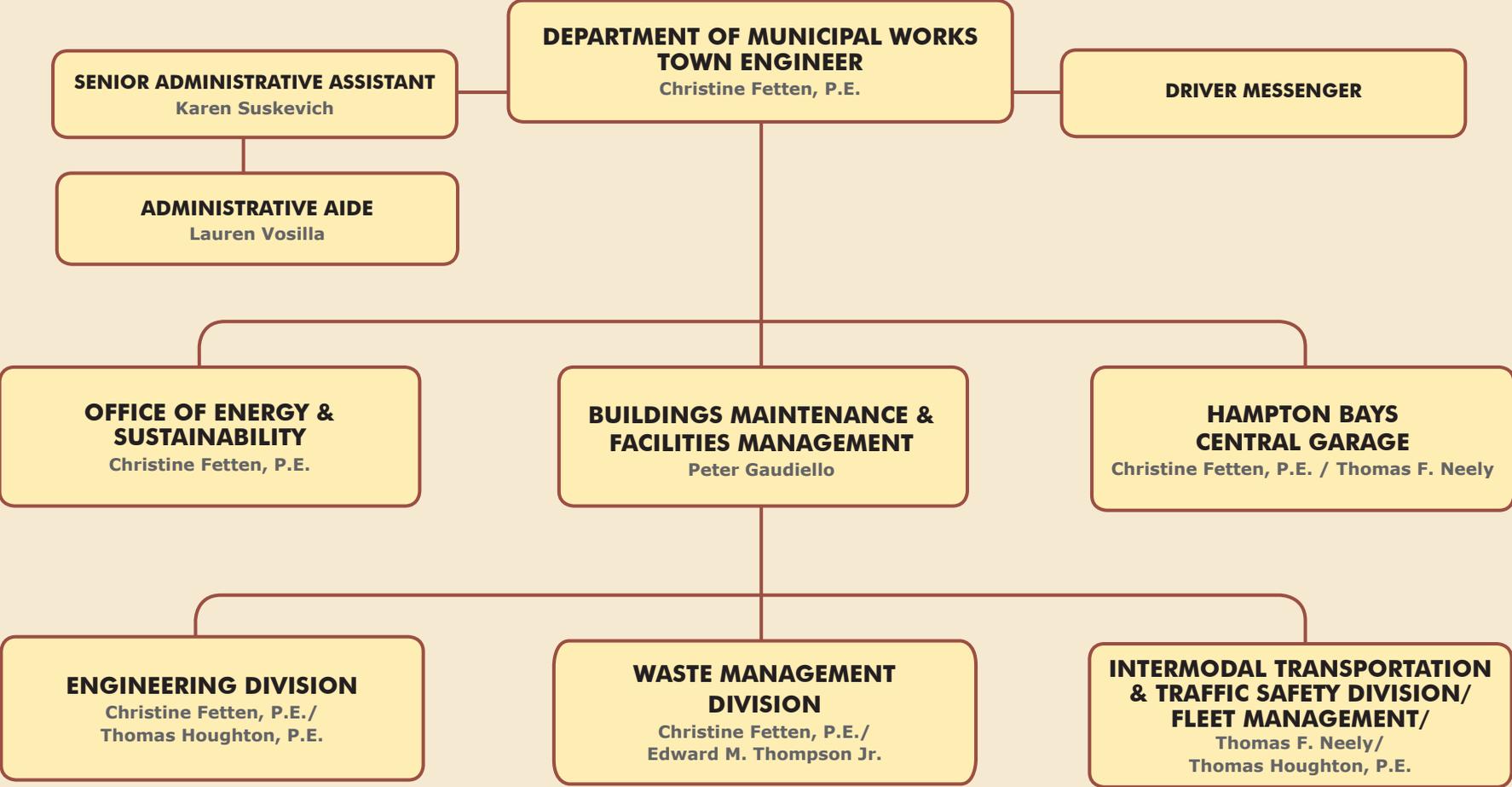


# MUNICIPAL WORKS

2020 ORGANIZATIONAL CHART





# Department Summary

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*Department: Municipal Works Administration*

**Budget Year:** 2020  
**Division:** Municipal Works Department  
**Tax District:** Full Town

**Cost Center #:** 1490  
**Manager:** Christine Fetten

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**NOTES:**

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## **Departmental Mission & Responsibilities:**

To oversee the Buildings & Facilities, Animal Shelter, Central Garage, Engineering, Post Closure, and Waste Management operations as well as to develop a self sustaining model for Waste Management including processing operations and recycling markets to offset the costs of operation.

## **Workload:**

Promote recycling educational efforts to increase knowledge base of residential and commercial solid waste and recycling. Respond to constituent inquiries, concerns regarding solid waste management, public buildings, and sustainability initiatives. To prepare, execute and implement grants to improve the sustainability of the Town's various programs.

## **Goals & Objectives:**

1. Maintain and improve recycling and waste reduction rates.
2. Improve the cost effectiveness of the Town's recycling programs through marketing and streamlining processing methods.
3. Conduct educational programs on recycling and waste reduction.
4. Maintain the Electronics Waste Recycling Program.
5. Continue to minimize taxpayer burden by seeking funding and support through sources other than Town taxes.

## **Legal Authority:**

Established pursuant to Southampton Town Board resolution.

# Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/20	Alloc. %
<b>Municipal Works Department</b>													
<b>Municipal Works Admin</b>													
<b>Municipal Works Administration - 1490</b>													
Town Engineer (Environmental Facilities)	ADMINISTRATIVE	141,454	4,244	0	145,698	29,340	8,817	18,974	6,261	63,392	209,090	8.7	100.0
Administrative Aide	ADMINSUPPORT	51,961	1,060	0	53,021	28,488	4,126	6,758	1,115	40,487	93,508	5.0	100.0
Senior Administrative Assistant	ADMINSUPPORT	66,734	2,594	0	69,328	29,340	5,393	8,834	1,432	44,999	114,327	11.8	100.0
Office Assistant	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - B / Step 5	45,184	0	0	45,184	28,488	3,517	5,761	969	38,736	83,920	3.8	100.0
<b>Total Municipal Works Administration - 1490</b>		<b>305,333</b>	<b>7,898</b>	<b>0</b>	<b>313,231</b>	<b>115,656</b>	<b>21,854</b>	<b>40,327</b>	<b>9,777</b>	<b>187,614</b>	<b>500,845</b>		

NOTES:

**Town of Southampton**  
**2020 Tentative Budget**  
Municipal Works Administration - 1490

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual	2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change	2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Difference	2021 Tentative/2020 % of Change
<b>Real Property Taxes:</b>														
1001	Property Taxes	494,821	484,821	518,894	518,894	518,894	522,151	523,045	4,151	0.80%	528,793	529,699	6,654	1.27%
	<b>Total Real Property Taxes</b>	<b>494,821</b>	<b>484,821</b>	<b>518,894</b>	<b>518,894</b>	<b>518,894</b>	<b>522,151</b>	<b>523,045</b>	<b>4,151</b>	<b>0.80%</b>	<b>528,793</b>	<b>529,699</b>	<b>6,654</b>	<b>1.27%</b>
<b>Other Revenue:</b>														
2701	Miscellaneous Tax Receipts	0	25	0	0	0	0	0	0	0.00%	0	0	0	0.00%
	<b>Total Other Revenue</b>	<b>0</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
	<b>Total Revenue</b>	<b>494,821</b>	<b>484,846</b>	<b>518,894</b>	<b>518,894</b>	<b>518,894</b>	<b>522,151</b>	<b>523,045</b>	<b>4,151</b>	<b>0.80%</b>	<b>528,793</b>	<b>529,699</b>	<b>6,654</b>	<b>1.27%</b>
<b>Salaries:</b>														
6100	Salaries	285,354	285,354	296,680	296,680	197,687	303,426	305,333	(8,653)	(2.92%)	310,122	312,066	(6,734)	(2.21%)
6101	Overtime	0	0	0	0	326	0	0	0	0.00%	0	0	0	0.00%
6110	Longevity	6,206	6,424	7,723	7,723	0	7,898	7,898	(175)	(2.27%)	7,898	7,898	0	0.00%
	<b>Total Salaries</b>	<b>291,560</b>	<b>291,778</b>	<b>304,403</b>	<b>304,403</b>	<b>198,013</b>	<b>311,324</b>	<b>313,231</b>	<b>(8,828)</b>	<b>(2.90%)</b>	<b>318,020</b>	<b>319,964</b>	<b>(6,734)</b>	<b>(2.15%)</b>
<b>Employee Benefits - Current:</b>														
6810	Employee Retirement - Active	41,045	38,202	40,354	40,354	23,306	40,234	40,327	27	0.07%	41,100	41,194	(867)	(2.15%)
6830	FICA Tax Expenditure	20,772	20,965	21,460	21,460	14,433	21,797	21,854	(394)	(1.84%)	22,143	22,201	(347)	(1.59%)
6835	MTA Tax	1,015	944	1,069	1,069	641	1,092	1,094	(26)	(2.41%)	1,115	1,118	(24)	(2.15%)
6840	Worker's Compensation	6,951	6,227	9,883	9,883	5,521	9,778	8,613	1,269	12.84%	9,989	8,796	(183)	(2.13%)
6860	Medical Insurance - Active Employees	102,792	102,866	109,728	109,728	70,468	110,136	110,136	(408)	(0.37%)	110,136	110,136	0	0.00%
6865	Dental & Optical	5,270	5,279	5,328	5,328	3,499	5,520	5,520	(192)	(3.60%)	5,520	5,520	0	0.00%

# Town of Southampton

## 2020 Tentative Budget

### Municipal Works Administration - 1490

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual	2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change	2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Tentative Difference	2021 Tentative/2020 Tentative % of Change
6875	Disability	115	43	70	70	0	70	70	0	0.00%	70	70	0	0.00%
	<b>Total Employee Benefits - Current</b>	177,961	174,526	187,891	187,891	117,870	188,627	187,614	277	0.15%	190,073	189,034	(1,420)	(0.76%)
	<b>Total Employee Costs</b>	<b>469,521</b>	<b>466,304</b>	<b>492,294</b>	<b>492,294</b>	<b>315,882</b>	<b>499,951</b>	<b>500,845</b>	<b>(8,551)</b>	<b>(1.74%)</b>	<b>508,093</b>	<b>508,999</b>	<b>(8,154)</b>	<b>(1.63%)</b>
	<b>Contractual:</b>													
6403	Gasoline	6,500	5,079	6,500	6,500	1,911	5,000	5,000	1,500	23.08%	5,000	5,000	0	0.00%
6411	Printing and Stationery	1,000	212	1,000	1,000	198	1,000	1,000	0	0.00%	1,000	1,000	0	0.00%
6412	Publications	1,000	328	1,000	1,000	0	1,000	1,000	0	0.00%	1,000	1,000	0	0.00%
6416	Travel, Dues and Related	1,600	95	1,600	1,600	0	1,900	1,900	(300)	(18.75%)	1,600	1,600	300	15.79%
6418	Uniforms	200	0	200	200	0	200	200	0	0.00%	0	0	200	100.00%
6421	Legal Notices	1,000	0	2,000	2,000	0	2,000	2,000	0	0.00%	1,000	1,000	1,000	50.00%
6425	Office Supplies	500	454	500	500	149	500	500	0	0.00%	500	500	0	0.00%
6441	Diesel Fuel	0	157	300	300	31	0	0	300	100.00%	0	0	0	0.00%
6444	Mileage Reimbursement	1,000	432	1,000	1,000	212	1,000	1,000	0	0.00%	1,000	1,000	0	0.00%
6450	Schools & Training	2,500	299	2,500	2,500	1,815	2,500	2,500	0	0.00%	2,500	2,500	0	0.00%
6477	Copier Leases	0	0	0	0	0	2,100	2,100	(2,100)	(100.00%)	2,100	2,100	0	0.00%
6490	Consultants	10,000	0	10,000	10,000	0	5,000	5,000	5,000	50.00%	5,000	5,000	0	0.00%
	<b>Total Contractual</b>	25,300	7,057	26,600	26,600	4,316	22,200	22,200	4,400	16.54%	20,700	20,700	1,500	6.76%
	<b>Total Expenditures</b>	<b>494,821</b>	<b>473,361</b>	<b>518,894</b>	<b>518,894</b>	<b>320,198</b>	<b>522,151</b>	<b>523,045</b>	<b>(4,151)</b>	<b>(0.80%)</b>	<b>528,793</b>	<b>529,699</b>	<b>(6,654)</b>	<b>(1.27%)</b>
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>11,485</b>	<b>0</b>	<b>0</b>	<b>198,696</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>		

# Department Summary

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*Department: Town-Wide Sustainability*

**Budget Year:** 2020  
**Division:** Municipal Works Department  
**Tax District:** Full Town

**Cost Center #:** 6310  
**Manager:** Christine Fetten

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**NOTES:**

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## **Departmental Mission & Responsibilities:**

To provide avenues by which the Town may set sustainable priorities via suggestions or recommended actions to consider with mechanisms for measuring success. To promote, educate and explore opportunities through the Sustainability Plan amendment of the 400+ Plan for the residents of the Town to be more sustainable within our environment and provide home and business efficiency opportunities.

## **Workload:**

To work along side the Sustainability Committee to provide educational content to be used in presentation and printed documents for the purposes of progressing the mission.

## **Goals & Objectives:**

Education and Outreach in the areas of  
Solid Waste, waste reduction and recycling  
Clean Water - Stormwater Education, Advanced Alternative Sanitary Systems, Larger Cluster Systems.  
Energy - Provide utility and manufacturer rebate opportunity information; provide updates on current topics relating to utility; Home Efficiency Program and Electric Vehicle Charging Station Education.  
Transportation - South Fork Commuter Connection; Bike Share Program  
Green Building - Commercial applications of technology

## **Legal Authority:**

# Town of Southampton

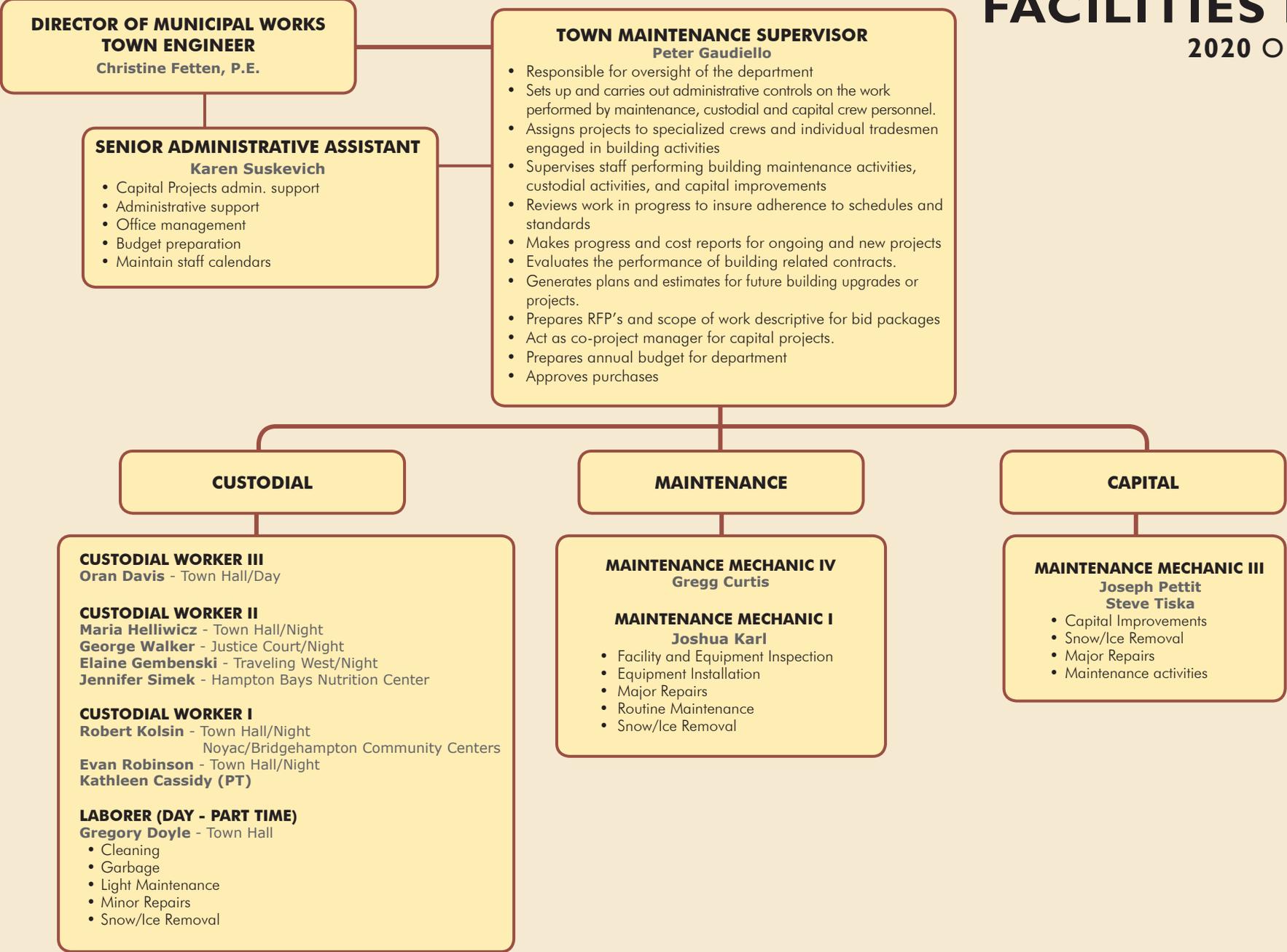
## 2020 Tentative Budget

### Town-Wide Sustainability - 6310

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual	2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change	2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Tentative Difference	2021 Tentative/2020 Tentative % of Change
<b>Real Property Taxes:</b>														
1001	Property Taxes	0	0	25,000	25,000	25,000	25,000	25,000	0	0.00%	7,000	7,000	(18,000)	(72.00%)
	<b>Total Real Property Taxes</b>	0	0	25,000	25,000	25,000	25,000	25,000	0	0.00%	7,000	7,000	(18,000)	(72.00%)
	<b>Total Revenue</b>	0	0	25,000	25,000	25,000	25,000	25,000	0	0.00%	7,000	7,000	(18,000)	(72.00%)
<b>Total Employee Costs</b>									0	0.00%			0	0.00%
<b>Contractual:</b>														
6401	Contracts	0	0	20,000	20,000	9,000	20,000	20,000	0	0.00%	2,000	2,000	18,000	90.00%
6411	Printing and Stationery	0	0	5,000	5,000	190	5,000	5,000	0	0.00%	5,000	5,000	0	0.00%
	<b>Total Contractual</b>	0	0	25,000	25,000	9,190	25,000	25,000	0	0.00%	7,000	7,000	18,000	72.00%
	<b>Total Expenditures</b>	0	0	25,000	25,000	9,190	25,000	25,000	0	0.00%	7,000	7,000	18,000	72.00%
	<b>Net Surplus (Deficit)</b>	0	0	0	0	15,810	0	0			0	0		

# FACILITIES MANAGEMENT

## 2020 ORGANIZATIONAL CHART



# Department Summary

*Department: Building Maintenance and Facility Management*

**Budget Year:** 2020  
**Division:** Municipal Works Department  
**Tax District:** Full Town

**Cost Center #:** 1620  
**Manager:** Peter Gaudiello

**NOTES:**

## Departmental Mission & Responsibilities:

The mission of the Division of Building Maintenance is to maintain and enhance the operation, appearance, cleanliness, and functionality of Town-owned buildings and facilities.

## Workload:

Building Maintenance oversees and maintains Town-owned buildings; evaluates and oversees both minor and major repairs to the physical plant and systems of Town buildings, both in response to existing problems or issues, as well as proactively (to anticipate and prevent issues or problems in the future); researches and develops proposals and cost estimates to address existing building or building system issues, or in response to requested or required improvements to facilities; evaluates building equipment and/or systems for repair or replacement needs, develops cost estimates for alternative scenarios and approaches; provides technical support and advice to the Town Board with respect to building maintenance, repair, renovation, or restoration efforts; acts as liaison between the Town and construction management firms, contractors, engineers and other professionals working on various capital projects; assists other departments and divisions with support from the Buildings Maintenance staff, to assist with on going projects, make requested repairs, or perform certain tasks utilizing in-house labor to save costs; provides support for other departments or agencies with advice or assistance in building maintenance; assists in the development of plans and recommendations to the Town Board in response to the facility and space related needs of employees, partner nonprofit organizations, and the public; provides high quality janitorial services; and works to make available ongoing training and development opportunities for all Buildings Maintenance personnel.

## Goals & Objectives:

1. Work with the Engineering Division to move forward with the design and installation of a new heating, ventilation, and air conditioning system for Town Hall.
2. Work with the Engineering Division to move forward with the replacement of the elevator at Southampton Town Hall.
3. Work with the Work Place Violence Committee to improve

## Legal Authority:

Established pursuant to Southampton Town Board resolution.

# Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/20	Alloc. %
<b>Municipal Works Department</b>													
<b>Buildings &amp; Facilities</b>													
<b>Building Maintenance and Facility Management - 1620</b>													
Town Maintenance Supervisor	ADMINISTRATIVE	94,718	4,736	0	99,454	29,340	7,938	13,002	4,680	54,959	154,413	14.1	100.0
Custodial Worker I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - A / Step 3	40,193	4,019	0	44,212	13,104	3,595	5,889	2,963	25,551	69,763		100.0
Custodial Worker I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - A / Step 6	41,921	0	0	41,921	13,104	3,429	5,617	3,075	25,225	67,146	5.1	100.0
Custodial Worker II	CSEA40HOUR-NEW / CSEA40HOUR - 7-1-2010 - C / Step 1	46,284	0	6,023	52,307	1,380	4,247	6,956	3,414	15,996	68,303	2.9	100.0
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 2	46,962	0	2,603	49,565	1,380	4,041	6,618	3,451	15,490	65,056	0.8	100.0
Maintenance Mechanic I - Vacant	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 3	47,622	0	0	47,622	28,488	3,809	6,239	2,353	40,889	88,511		100.0
Custodial Worker II	CSEA40HOUR-NEW / CSEA40HOUR-NEW - C / Step 4	49,268	3,941	0	53,210	14,400	4,332	7,095	3,624	29,451	82,661	19.1	100.0
Custodial Worker II	CSEA40HOUR-NEW / CSEA40HOUR-NEW - C / Step 4	49,268	3,941	0	53,210	28,488	4,332	7,095	3,624	43,539	96,749	19.4	100.0
Custodial Worker II	CSEA40HOUR-NEW / CSEA40HOUR-NEW - C / Step 4	49,268	3,941	0	53,210	14,400	4,332	7,095	3,624	29,451	82,661	17.3	100.0
Custodial Worker III	CSEA40HOUR-NEW / CSEA40HOUR-NEW - E / Step 1	53,705	4,296	0	58,001	14,400	4,722	7,734	3,949	30,805	88,806	17.4	100.0
Maintenance Mechanic III	CSEA40HOUR-NEW / CSEA40HOUR-NEW - G / Step 5	65,987	3,959	6,023	75,969	1,380	6,161	10,092	4,864	22,498	98,467	13.4	100.0
Maintenance Mechanic III	CSEA40HOUR-NEW / CSEA40HOUR-NEW - G / Step 6	66,639	5,331	0	71,970	28,488	5,859	9,597	4,896	48,839	120,809	19.4	100.0
Maintenance Mechanic II	CSEA40HOUR-OLD / CSEA40HOUR-OLD - 05 / Step 6	66,425	6,643	0	73,068	14,400	5,942	9,732	4,885	34,959	108,026	23.8	100.0
Maintenance Mechanic IV	CSEA40HOUR-OLD / 13 / Step 6	81,506	8,151	0	89,657	28,488	7,291	11,942	5,990	53,710	143,367	21.3	100.0

**NOTES:**

# Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/20	Alloc. %
<b>Municipal Works Department</b>													
<b>Buildings &amp; Facilities</b>													
Custodial Aide	PART-TIME	8,160	0	0	8,160	0	668	0	613	1,280	9,440		100.0
Custodial Worker I	PART-TIME	14,280	0	0	14,280	0	1,168	0	1,059	2,227	16,507		100.0
Custodial Worker I	PART-TIME	14,280	0	0	14,280	0	1,168	0	1,059	2,227	16,507		100.0
Custodial Worker I	PART-TIME	8,323	0	0	8,323	0	681	0	624	1,305	9,629		100.0
Custodial Worker I	PART-TIME	11,902	0	0	11,902	0	974	0	885	1,859	13,761		100.0
Laborer	PART-TIME	8,115	0	0	8,115	0	664	0	609	1,273	9,388		100.0
<b>Total Building Maintenance and Facility Management - 1620</b>		<b>864,827</b>	<b>48,960</b>	<b>14,649</b>	<b>928,436</b>	<b>231,240</b>	<b>75,351</b>	<b>114,701</b>	<b>60,242</b>	<b>481,534</b>	<b>1,409,970</b>		

NOTES:

# Town of Southampton

## 2020 Tentative Budget

### Building Maintenance and Facility Management - 1620

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual	2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 % of Change	2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Difference	2021 Tentative/2020 % of Change
6840	Worker's Compensation	53,762	48,162	55,728	56,033	31,135	57,043	56,545	(512)	(0.91%)	58,682	58,171	(1,627)	(2.88%)
6860	Medical Insurance - Active Employees	226,296	198,141	253,488	253,488	116,449	239,028	211,920	41,568	16.40%	239,028	211,920	0	0.00%
6865	Dental & Optical	17,129	15,955	18,648	18,648	10,100	19,320	19,320	(672)	(3.60%)	19,320	19,320	0	0.00%
6875	Disability	547	41	348	348	0	348	348	0	0.00%	348	348	0	0.00%
<b>Total Employee Benefits - Current</b>		<b>481,883</b>	<b>424,965</b>	<b>519,961</b>	<b>520,813</b>	<b>261,746</b>	<b>509,960</b>	<b>482,786</b>	<b>38,027</b>	<b>7.30%</b>	<b>517,173</b>	<b>489,984</b>	<b>(7,198)</b>	<b>(1.49%)</b>
<b>Total Employee Costs</b>		<b>1,322,188</b>	<b>1,172,679</b>	<b>1,426,175</b>	<b>1,426,350</b>	<b>751,290</b>	<b>1,440,793</b>	<b>1,416,222</b>	<b>10,129</b>	<b>0.71%</b>	<b>1,474,005</b>	<b>1,449,419</b>	<b>(33,197)</b>	<b>(2.34%)</b>
<b>Contractual:</b>														
6401	Contracts	115,144	75,668	108,157	108,157	43,990	108,157	108,157	0	0.00%	108,557	108,557	(400)	(0.37%)
6404	Electric	266,800	251,967	266,001	266,001	136,219	266,001	266,001	0	0.00%	266,001	266,001	0	0.00%
6405	Fuel Oil	155,200	116,466	149,201	149,201	62,785	149,201	149,201	0	0.00%	149,201	149,201	0	0.00%
6406	Repair Equipment	16,150	23,059	16,150	16,150	8,498	16,150	16,150	0	0.00%	16,150	16,150	0	0.00%
6407	Repair Building	81,250	11,134	81,500	79,500	3,846	81,500	81,500	(2,000)	(2.52%)	26,500	26,500	55,000	67.48%
6414	Rentals	425,000	427,660	425,000	425,000	292,346	425,000	0	425,000	100.00%	430,000	0	0	0.00%
6418	Uniforms	1,000	580	1,200	1,200	0	1,200	1,200	0	0.00%	1,200	1,200	0	0.00%
6423	Small Equipment (Non-Capital)	10,000	7,713	10,000	9,642	6,613	10,000	10,000	(358)	(3.71%)	10,000	10,000	0	0.00%
6424	Taxes - Town Property	30,000	17,232	30,000	24,030	15,950	30,000	30,000	(5,970)	(24.84%)	30,000	30,000	0	0.00%
6426	Supplies - Other	37,475	31,440	37,500	39,500	20,521	37,500	37,500	2,000	5.06%	37,500	37,500	0	0.00%
6466	Telephone - Wireless	300	196	300	300	115	300	300	0	0.00%	300	300	0	0.00%
6474	Other - Landfill Charges	2,000	513	2,000	2,000	338	2,000	2,000	0	0.00%	2,000	2,000	0	0.00%
<b>Total Contractual</b>		<b>1,140,319</b>	<b>963,630</b>	<b>1,127,009</b>	<b>1,120,681</b>	<b>591,223</b>	<b>1,127,009</b>	<b>702,009</b>	<b>418,672</b>	<b>37.36%</b>	<b>1,077,409</b>	<b>647,409</b>	<b>54,600</b>	<b>7.78%</b>
<b>Total Expenditures</b>		<b>2,462,507</b>	<b>2,136,308</b>	<b>2,553,184</b>	<b>2,547,031</b>	<b>1,342,513</b>	<b>2,567,802</b>	<b>2,118,231</b>	<b>428,801</b>	<b>16.84%</b>	<b>2,551,414</b>	<b>2,096,828</b>	<b>21,402</b>	<b>1.01%</b>
<b>Net Surplus (Deficit)</b>		<b>0</b>	<b>330,526</b>	<b>0</b>	<b>0</b>	<b>1,214,189</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>		

# Department Summary

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*Department: Animal Shelter*

**Budget Year:** 2020

**Division:** Municipal Works Department

**Tax District:** Full Town

**Cost Center #:** 3510

**Manager:** Christine Fetten

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**NOTES:**

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## **Departmental Mission & Responsibilities:**

The 2010 Budget reflected the privatization of shelter operations and the transfer of staffing insofar as such was funded by the Town.

The mission is to maintain an animal shelter and adoption facility that addresses the needs of the animals, provides programs for enrichment and behavior modification through privatization and in coordination with the Town's Animal Shelter Supervisor.

## **Workload:**

The privatized facility is tasked with providing animal sheltering and adoption services to Town residents.

## **Goals & Objectives:**

The 2010 Budget directed that the Town of Southampton discontinue municipal shelter operations, and instead, function as a landlord, offering the site to an operator/tenant through privatization. Pursuant to Town Board Resolution 2009-1313, the Southampton Animal Shelter Foundation was awarded the contract to privatize the animal shelter. Under such agreement, the Animal Shelter Supervisor is charged with coordination of the Town's obligations and serves as the point of contact for the contract agency. The contract was renewed by Resolution 2015-789 for an additional five years, expiring in 2020.

## **Legal Authority:**

Pursuant to Town Board Resolution 2009-1313, the Southampton Animal Shelter Foundation was awarded the contract to privatize the animal shelter.

# Town of Southampton

## 2020 Tentative Budget

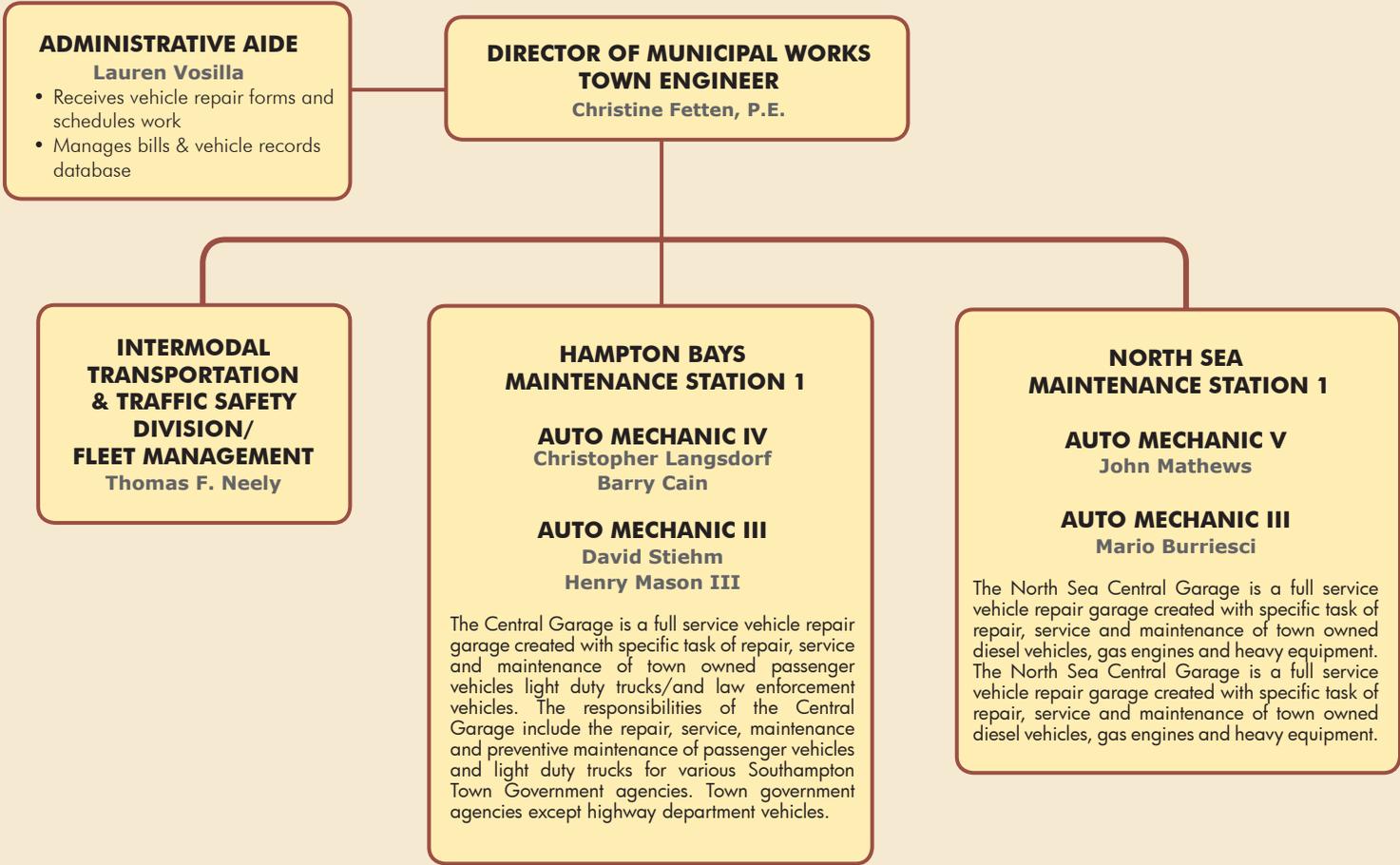
### Animal Shelter - 3510

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual	2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change	2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Tentative Difference	2021 Tentative/2020 Tentative % of Change
	<b>Real Property Taxes:</b>													
1001	Property Taxes	415,400	415,400	433,600	433,600	433,600	433,600	433,600	0	0.00%	433,600	433,600	0	0.00%
	<b>Total Real Property Taxes</b>	<b>415,400</b>	<b>415,400</b>	<b>433,600</b>	<b>433,600</b>	<b>433,600</b>	<b>433,600</b>	<b>433,600</b>	<b>0</b>	<b>0.00%</b>	<b>433,600</b>	<b>433,600</b>	<b>0</b>	<b>0.00%</b>
	<b>Total Revenue</b>	<b>415,400</b>	<b>415,400</b>	<b>433,600</b>	<b>433,600</b>	<b>433,600</b>	<b>433,600</b>	<b>433,600</b>	<b>0</b>	<b>0.00%</b>	<b>433,600</b>	<b>433,600</b>	<b>0</b>	<b>0.00%</b>
	<b>Total Employee Costs</b>								<b>0</b>	<b>0.00%</b>			<b>0</b>	<b>0.00%</b>
	<b>Contractual:</b>													
6401	Contracts	278,600	305,483	307,600	307,600	288,418	307,600	307,600	0	0.00%	303,600	303,600	4,000	1.30%
6404	Electric	70,000	50,543	65,000	65,000	21,687	65,000	65,000	0	0.00%	65,000	65,000	0	0.00%
6405	Fuel Oil	45,000	21,372	40,000	40,000	12,354	40,000	40,000	0	0.00%	44,000	44,000	(4,000)	(10.00%)
6407	Repair Building	14,000	8,581	14,000	16,271	10,374	14,000	14,000	2,271	13.96%	14,000	14,000	0	0.00%
6420	Other	7,800	0	7,000	7,000	0	7,000	7,000	0	0.00%	7,000	7,000	0	0.00%
	<b>Total Contractual</b>	<b>415,400</b>	<b>385,979</b>	<b>433,600</b>	<b>435,871</b>	<b>332,833</b>	<b>433,600</b>	<b>433,600</b>	<b>2,271</b>	<b>0.52%</b>	<b>433,600</b>	<b>433,600</b>	<b>0</b>	<b>0.00%</b>
	<b>Total Expenditures</b>	<b>415,400</b>	<b>385,979</b>	<b>433,600</b>	<b>435,871</b>	<b>332,833</b>	<b>433,600</b>	<b>433,600</b>	<b>2,271</b>	<b>0.52%</b>	<b>433,600</b>	<b>433,600</b>	<b>0</b>	<b>0.00%</b>
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>29,421</b>	<b>0</b>	<b>(2,271)</b>	<b>100,767</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>		
	<b>Appropriated Fund Balance:</b>													
9090	Appropriated Fund Balance	0	0	0	2,271	0	0	0			0	0		



# CENTRAL GARAGE

## 2020 ORGANIZATIONAL CHART



# Department Summary

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*Department: Central Garage*

**Budget Year:** 2020  
**Division:** Municipal Works Department  
**Tax District:** Full Town

**Cost Center #:** 1640  
**Manager:** Christine Fetten

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**NOTES:**

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## **Departmental Mission & Responsibilities:**

The Central Garage and North Sea Garage are full service vehicle repair garages created with specific task of repair, service and maintenance of Town-owned passenger vehicles land light duty trucks, law enforcement vehicles, diesel vehicles and heavy equipment. The responsibilities of the Garages includes the repair, service, maintenance and preventive maintenance of vehicles owned/operated by the Southampton Town Governmental agencies, excluding the Highway Department.

## **Workload:**

The specific workload includes the following major areas:

Repairs and installations of equipment:

Removal and replacement of rear axle assemblies and four wheel drive transfer cases

Minor body and fender work

Air conditioning repairs

Tire service and repair

New York State Inspections

Routine tune ups and oil changes, etc.

Electrical & computer system repairs

Police vehicle conversion to include installation of lights, sirens and decals

Minor engine repairs

Removal/replacement of automatic transmissions & various other equipment

Towing and Impounds:

Central Garage operates two (2) tow vehicles to assist the police department in removing abandoned vehicles, criminal investigations involving motor vehicles and towing of police/governmental vehicles experiencing mechanical difficulty.

## **Goals & Objectives:**

To continue the mechanical repairs on the many Town-owned vehicles.

## **Legal Authority:**

Established pursuant to Town Law.

# Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/20	Alloc. %
<b>Municipal Works Department</b>													
<b>Town Engineer</b>													
<b>Central Garage - 1640</b>													
Automotive Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 1	60,778	0	0	60,778	28,488	5,167	8,462	7,006	49,122	109,901	0.4	100.0
Automotive Mechanic V	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - L / Step 2	80,134	0	0	80,134	28,488	6,812	11,157	9,231	55,688	135,823	1.2	100.0
Automotive Mechanic III	CSEA40HOUR-NEW / CSEA40HOUR-NEW - G / Step	66,639	5,331	0	71,970	28,488	6,073	9,946	7,698	52,204	124,175	18.5	100.0

**NOTES:**

# Town of Southampton

## 2020 Tentative Budget

### Central Garage - 1640

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual	2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change	2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Tentative Difference	2021 Tentative/2020 Tentative % of Change
	<b>Real Property Taxes:</b>													
1001	Property Taxes	1,002,125	987,331	966,363	955,363	955,363	1,062,258	1,051,202	95,839	10.03%	1,057,961	1,057,352	6,150	0.59%
	<b>Total Real Property Taxes</b>	<b>1,002,125</b>	<b>987,331</b>	<b>966,363</b>	<b>955,363</b>	<b>955,363</b>	<b>1,062,258</b>	<b>1,051,202</b>	<b>95,839</b>	<b>10.03%</b>	<b>1,057,961</b>	<b>1,057,352</b>	<b>6,150</b>	<b>0.59%</b>
	<b>Other Revenue:</b>													
2701	Miscellaneous Tax Receipts	0	175	0	0	0	0	0	0	0.00%	0	0	0	0.00%
	<b>Total Other Revenue</b>	<b>0</b>	<b>175</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
	<b>Total Revenue</b>	<b>1,002,125</b>	<b>987,506</b>	<b>966,363</b>	<b>955,363</b>	<b>955,363</b>	<b>1,062,258</b>	<b>1,051,202</b>	<b>95,839</b>	<b>10.03%</b>	<b>1,057,961</b>	<b>1,057,352</b>	<b>6,150</b>	<b>0.59%</b>
	<b>Salaries:</b>													
6100	Salaries	420,762	382,372	399,979	399,979	253,170	445,209	445,209	(45,230)	(11.31%)	456,163	456,163	(10,954)	(2.46%)
6101	Overtime	7,000	6,141	7,000	7,000	1,422	5,000	5,000	2,000	28.57%	7,000	7,000	(2,000)	(40.00%)
6103	Accumulated Sick/Personal Days	13,300	0	3,474	3,474	0	2,892	2,892	582	16.75%	2,892	2,892	0	0.00%
6110	Longevity	28,033	27,620	28,486	28,486	0	29,097	29,097	(611)	(2.15%)	29,674	29,674	(577)	(1.98%)
6127	Cash in Lieu of Health Benefits	5,637	0	0	0	0	0	0	0	0.00%	0	0	0	0.00%
	<b>Total Salaries</b>	<b>474,732</b>	<b>416,133</b>	<b>438,938</b>	<b>438,938</b>	<b>254,592</b>	<b>482,198</b>	<b>482,198</b>	<b>(43,259)</b>	<b>(9.86%)</b>	<b>495,729</b>	<b>495,729</b>	<b>(13,531)</b>	<b>(2.81%)</b>
	<b>Employee Benefits - Current:</b>													
6810	Employee Retirement - Active	70,377	65,502	60,137	60,137	34,732	65,000	65,952	(5,815)	(9.67%)	66,574	67,550	(1,597)	(2.42%)
6830	FICA Tax Expenditure	39,310	31,278	36,179	36,179	19,052	40,035	40,616	(4,437)	(12.26%)	40,996	41,592	(975)	(2.40%)
6835	MTA Tax	1,755	1,412	1,607	1,607	847	1,779	1,805	(197)	(12.27%)	1,821	1,848	(43)	(2.40%)
6840	Worker's Compensation	44,098	39,506	36,419	36,419	20,347	41,555	49,159	(12,740)	(34.98%)	42,585	50,377	(1,218)	(2.48%)
6860	Medical Insurance - Active Employees	130,524	125,019	152,736	141,736	88,549	168,672	168,672	(26,936)	(19.00%)	168,672	168,672	0	0.00%
6865	Dental & Optical	7,906	7,389	7,992	7,992	4,352	8,280	8,280	(288)	(3.60%)	8,280	8,280	0	0.00%

# Town of Southampton

## 2020 Tentative Budget

### Central Garage - 1640

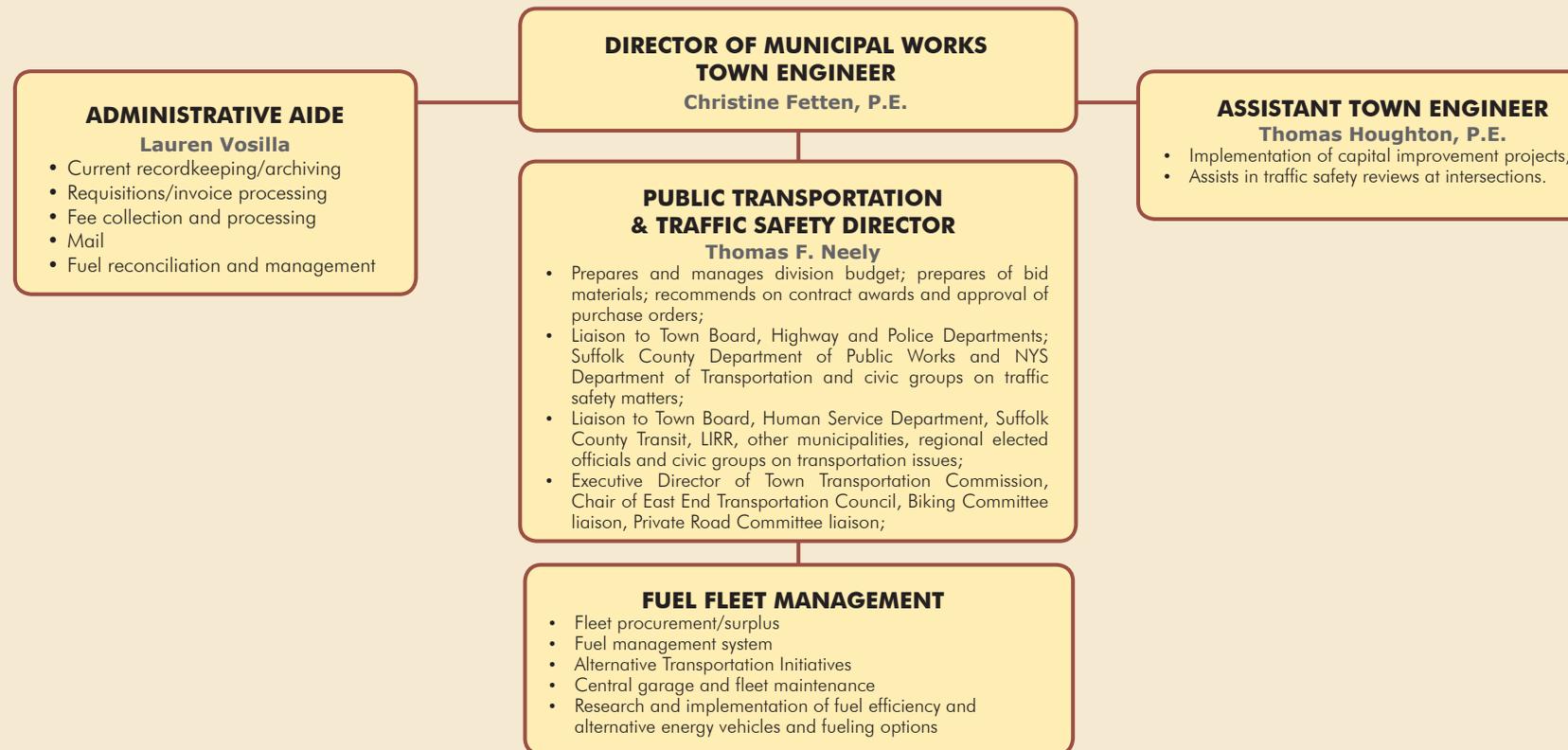
Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual	2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change	2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Tentative Difference	2021 Tentative/2020 Tentative % of Change
6875	Disability	173	0	104	104	0	104	104	0	0.00%	104	104	0	0.00%
	<b>Total Employee Benefits - Current</b>	294,143	270,106	295,175	284,175	167,878	325,425	334,589	(50,414)	(17.74%)	329,032	338,423	(3,834)	(1.15%)
	<b>Total Employee Costs</b>	<b>768,875</b>	<b>686,239</b>	<b>734,113</b>	<b>723,113</b>	<b>422,470</b>	<b>807,622</b>	<b>816,786</b>	<b>(93,673)</b>	<b>(12.95%)</b>	<b>824,761</b>	<b>834,152</b>	<b>(17,365)</b>	<b>(2.13%)</b>
	<b>Contractual:</b>													
6401	Contracts	9,700	4,465	9,700	9,700	3,460	10,200	10,200	(500)	(5.15%)	9,700	9,700	500	4.90%
6403	Gasoline	100	0	100	100	0	100	100	0	0.00%	100	100	0	0.00%
6404	Electric	5,500	7,471	5,500	5,500	3,571	5,500	5,500	0	0.00%	5,500	5,500	0	0.00%
6405	Fuel Oil	6,500	2,402	6,500	6,500	2,857	6,500	6,500	0	0.00%	6,500	6,500	0	0.00%
6406	Repair Equipment	5,000	979	5,000	5,000	1,830	5,000	5,000	0	0.00%	5,000	5,000	0	0.00%
6407	Repair Building	3,000	1,164	3,000	6,800	6,571	7,000	7,000	(200)	(2.94%)	3,000	3,000	4,000	57.14%
6408	Repair Vehicle	120,000	64,470	120,000	102,700	43,046	120,220	100,000	2,700	2.63%	120,000	110,000	(10,000)	(10.00%)
6420	Other	1,950	416	1,950	1,950	543	1,950	1,950	0	0.00%	1,900	1,900	50	2.57%
6423	Small Equipment (Non-Capital)	5,000	869	2,000	2,000	1,282	2,040	2,040	(40)	(2.00%)	5,000	5,000	(2,960)	(145.10%)
6425	Office Supplies	0	99	0	0	0	0	0	0	0.00%	0	0	0	0.00%
6426	Supplies - Other	5,000	4,282	7,000	7,000	4,419	6,500	6,500	500	7.14%	5,000	5,000	1,500	23.08%
6485	Uniform Cleaning	6,000	1,438	6,000	6,000	1,046	6,000	6,000	0	0.00%	6,000	6,000	0	0.00%
6491	Tires	50,500	46,682	50,500	58,500	46,172	63,125	63,125	(4,625)	(7.91%)	50,500	50,500	12,625	20.00%
6492	Lube Oil	15,000	14,444	15,000	20,500	10,034	20,500	20,500	0	0.00%	15,000	15,000	5,500	26.83%
	<b>Total Contractual</b>	233,250	149,182	232,250	232,250	124,831	254,635	234,415	(2,165)	(0.93%)	233,200	223,200	11,215	4.78%
	<b>Total Expenditures</b>	<b>1,002,125</b>	<b>835,420</b>	<b>966,363</b>	<b>955,363</b>	<b>547,301</b>	<b>1,062,258</b>	<b>1,051,202</b>	<b>(95,838)</b>	<b>(10.03%)</b>	<b>1,057,961</b>	<b>1,057,352</b>	<b>(6,150)</b>	<b>(0.59%)</b>

**Town of Southampton**  
**2020 Tentative Budget**  
 Central Garage - 1640

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual	2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change	2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Difference	2021 Tentative/2020 % of Change
	Net Surplus (Deficit)	0	152,086	0	0	408,062	0	0			0	0		

# INTERMODAL TRANSPORTATION & TRAFFIC SAFETY DIVISION

## 2020 ORGANIZATIONAL CHART



# Department Summary

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*Department: Intermodal Transportation & Traffic Safety Division*

**Budget Year:** 2020  
**Division:** Municipal Works Department  
**Tax District:** Full Town

**Cost Center #:** 3310  
**Manager:** Tom Neely

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**NOTES:**

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## **Departmental Mission & Responsibilities:**

Intermodal Transportation Mission & Responsibilities:

The mission of the Intermodal Transportation portion of this division is to advocate for and facilitate the improvement of public transportation and Human Service transportation opportunities; and to advocate for and facilitate improvements to the roadway system to optimize the safe and efficient flow of people and goods through both motorized and non-motorized forms of transportation. The roadway system includes related infrastructure such as sidewalks, bike lanes, etc.

To accomplish this mission, this office is responsible for working with the Town Board, elected and appointed officials at all levels of government, outside agencies, Town departments, the Town Transportation Commission, the Town Planning Board and members of the public to determine areas of concern or opportunity. Then, working with the appropriate parties, develop solutions which will address Town goals, concerns and opportunities.

Traffic Safety Mission & Responsibilities:

The mission of the Traffic Safety portion of this division is to ensure existing Town traffic safety devices operate properly and are maintained in a state of good repair, and to address public/traffic safety concerns, identified by this office or others, through evaluation of identified issues and development of appropriate responses to these concerns.

This office is responsible for achieving this mission through implementation of initiatives and administrative procedures within this office and by working closely with various Town Departments (primarily Highway and Police), the Town Transportation Commission, the Town Board, members of the public, outside consultants and outside agencies, including New York State Department of Transportation (NYS DOT) and Suffolk County Department of Public Works (SCDPW).

Fleet Management Mission & Responsibilities:

The Mission of Fleet Management is to review the existing fleet infrastructure, vehicles, fueling stations, maintenance protocols and develop a plan to right size the Town's Fleet by Rotation, Reduction and modernization with upgraded fueling stations, and alternative energy vehicles to reduce energy consumption and emissions. To ensure regulatory compliance, maintenance and fueling needs of a new more fuel efficient and alternative fueling infrastructure.

## **Workload:**

Intermodal Transportation Workload:

1. Represent the Town on various transportation oriented community and advocacy groups, task forces and forums including, but not limited to: Town Transportation Commission, Private Roads Committee, Biking Committee, Sustainability Committee, East End Transportation Council; or as part of various planning studies facilitated by the Department of Land Management.

# Department Summary

*Department: Intermodal Transportation & Traffic Safety Division*

**Budget Year:** 2020  
**Division:** Municipal Works Department  
**Tax District:** Full Town

**Cost Center #:** 3310  
**Manager:** Tom Neely

## NOTES:

2. Assist the Town Board, Transportation Commission, Department of Land Management and other Town Departments with development and implementation of various transportation studies, plans and projects, including recommendations to engage the services of consultants, as needed.
3. Coordinate with other jurisdictions, including, but not limited to the New York State Department of Transportation (NYS DOT), Suffolk County Department of Public Works (SCDPW), Suffolk County Transit, the Long Island Rail Road, other Towns and Villages.
4. Work with agencies, departments, community groups and the private sector to facilitate greater public/private cooperation to improve transit operations within the Town's Intermodal Transportation network.
5. In cooperation with the Town Department of Land Management, review all matters pertaining to transportation arising within or referred to the divisions of the Department of Land Management.
6. At the direction of the Town Board, serve as the project management lead on regional/inter-municipal transportation/land use studies and projects.
7. Progress Fleet Management objectives to facilitate more efficient policies and procedures regarding fueling, maintenance and procurement and rotation.

### Traffic Safety Workload:

1. The Traffic Safety portion of the Intermodal Transportation Division is responsible for management of contractual obligations and service related to the proper operation of over fifty (50) electronic traffic control devices throughout the Town, utilizing an outside contractor.
2. The Traffic Safety office coordinates various permit and legal matters involving the installation or upgrade of signals and coordinates technical issues (such as signal timing) for both Town maintained devices, as well as those operated by Suffolk County or the New York State Department of Transportation (NYS DOT).
3. Development of programs or projects in support of public/traffic safety is an ongoing effort. This can range from addressing site specific concerns to broader strategies.
4. This office coordinates with the Police Department for the evaluation of traffic safety related issues and facilitates Police involvement in proactive traffic calming programs.
5. This office is responsible for facilitating or directly implementing traffic safety related plans/recommendations. These can range from changes in Town Vehicle and Traffic regulations, which require Town Board approval, to enforcement coordination involving the Police Department. Also, this Division facilitates roadway infrastructure or signage related improvements, which require Highway Department implementation.

# Department Summary

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*Department: Intermodal Transportation & Traffic Safety Division*

**Budget Year:** 2020  
**Division:** Municipal Works Department  
**Tax District:** Full Town

**Cost Center #:** 3310  
**Manager:** Tom Neely

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**NOTES:**

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6. This office is responsible for drafting Town Code amendments to Chapter 312 (Vehicle & Traffic Law) for review by the Town Attorney and potential approval by the Town Board, as well as, presenting of information relevant to the proposed change at the Public Hearing for the amendment.

## **Goals & Objectives:**

Intermodal Transportation and Traffic Safety Goals & Objectives:

1. To provide services to the Town to implement past studies recommendations as development continues.
2. Continue to implement bike land and route recommendations with the Town Highway Department, New York State Department of Transportation(NYS DOT), and Suffolk County Department of Public Works (SCDPW).
3. Advocate for installation of additional bus shelters within the Town and advocate for additional bus routes and trips, working with the Transportation Commission, Suffolk County Transit and the NYSDOT.
4. Continue efforts, to develop proactive traffic calming, broad consensus on possible "low impact" solutions to traffic congestion/traffic flow issues in key corridors.
5. Continue to work with stake holders to advocate and plan for public safety/traffic safety improvements through infrastructure improvements designed to calm traffic; and safety awareness and education programs.

## **Legal Authority:**

Established by a 2004 Town Board resolution and through the 2005 Operating Budget.

# Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/20	Alloc. %
<b>Municipal Works Department</b>													
<b>Intermodal Transportation &amp; Traffic Safety Division</b>													
<b>Intermodal Transportation &amp; Traffic Safety Division - 3310</b>													
AsstTwn Dir PublicTrans &TrSaf	ADMINISTRATIVE	98,902	2,968	3,804	105,674	29,340	8,179	13,459	2,123	53,101	158,775	15.0	100.0
Driver Messenger	CSEA40HOUR-NEW / CSEA40HOUR-NEW - A / Step 6	0	0	0	0	0	0	0	0	0	0		0.0
<b>Total Intermodal Transportation &amp; Traffic Safety Division - 3310</b>		<b>98,902</b>	<b>2,968</b>	<b>3,804</b>	<b>105,674</b>	<b>29,340</b>	<b>8,179</b>	<b>13,459</b>	<b>2,123</b>	<b>53,101</b>	<b>158,775</b>		

**NOTES:**

# Town of Southampton

## 2020 Tentative Budget

### Intermodal Transportation & Traffic Safety Division - 3310

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual	2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change	2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Tentative Difference	2021 Tentative/2020 Tentative % of Change
<b>Real Property Taxes:</b>														
1001	Property Taxes	282,813	282,313	410,326	415,326	415,326	805,573	308,375	(106,951)	(25.75%)	420,430	347,077	38,702	12.55%
	<b>Total Real Property Taxes</b>	<b>282,813</b>	<b>282,313</b>	<b>410,326</b>	<b>415,326</b>	<b>415,326</b>	<b>805,573</b>	<b>308,375</b>	<b>(106,951)</b>	<b>(25.75%)</b>	<b>420,430</b>	<b>347,077</b>	<b>38,702</b>	<b>12.55%</b>
<b>Other Revenue:</b>														
2228	Revenue from Other Governments	0	0	0	5,000	11,000	0	0	(5,000)	(100.00%)	0	0	0	0.00%
2701	Miscellaneous Tax Receipts	0	6	0	0	0	0	0	0	0.00%	0	0	0	0.00%
2770	Miscellaneous	0	300	0	0	1,786	0	0	0	0.00%	0	0	0	0.00%
3589	State Aid - Other Transp	0	0	0	495,000	0	0	425,000	(70,000)	(14.14%)	0	0	(425,000)	(100.00%)
	<b>Total Other Revenue</b>	<b>0</b>	<b>306</b>	<b>0</b>	<b>500,000</b>	<b>12,786</b>	<b>0</b>	<b>425,000</b>	<b>(75,000)</b>	<b>(15.00%)</b>	<b>0</b>	<b>0</b>	<b>(425,000)</b>	<b>(100.00%)</b>
	<b>Total Revenue</b>	<b>282,813</b>	<b>282,619</b>	<b>410,326</b>	<b>915,326</b>	<b>428,112</b>	<b>805,573</b>	<b>733,375</b>	<b>(181,951)</b>	<b>(19.88%)</b>	<b>420,430</b>	<b>347,077</b>	<b>(386,298)</b>	<b>(52.67%)</b>
<b>Salaries:</b>														
6100	Salaries	95,062	95,062	138,723	138,723	92,482	141,660	98,902	39,821	28.71%	144,494	100,880	(1,978)	(2.00%)
6103	Accumulated Sick/Personal Days	3,340	3,656	3,729	3,729	3,543	3,804	3,804	(75)	(2.01%)	3,804	3,804	0	0.00%
6110	Longevity	2,722	2,852	6,251	6,251	0	6,389	2,968	3,283	52.52%	6,457	2,968	0	0.00%
	<b>Total Salaries</b>	<b>101,124</b>	<b>101,570</b>	<b>148,703</b>	<b>148,703</b>	<b>96,025</b>	<b>151,853</b>	<b>105,674</b>	<b>43,029</b>	<b>28.94%</b>	<b>154,755</b>	<b>107,652</b>	<b>(1,978)</b>	<b>(1.87%)</b>
<b>Employee Benefits - Current:</b>														
6810	Employee Retirement - Active	14,055	13,081	19,574	19,574	11,305	19,471	13,459	6,115	31.24%	19,843	13,711	(252)	(1.87%)
6830	FICA Tax Expenditure	7,820	7,541	11,662	11,662	7,106	11,804	8,179	3,483	29.87%	11,906	8,208	(29)	(0.36%)
6835	MTA Tax	348	335	518	518	316	528	365	153	29.54%	538	372	(7)	(1.87%)
6840	Worker's Compensation	1,093	979	3,746	3,746	2,093	3,542	1,741	2,005	53.53%	3,612	1,775	(35)	(2.00%)
6860	Medical Insurance - Active Employees	26,028	26,046	40,824	40,824	26,205	40,980	27,960	12,864	31.51%	40,980	27,960	0	0.00%

# Town of Southampton 2020 Tentative Budget

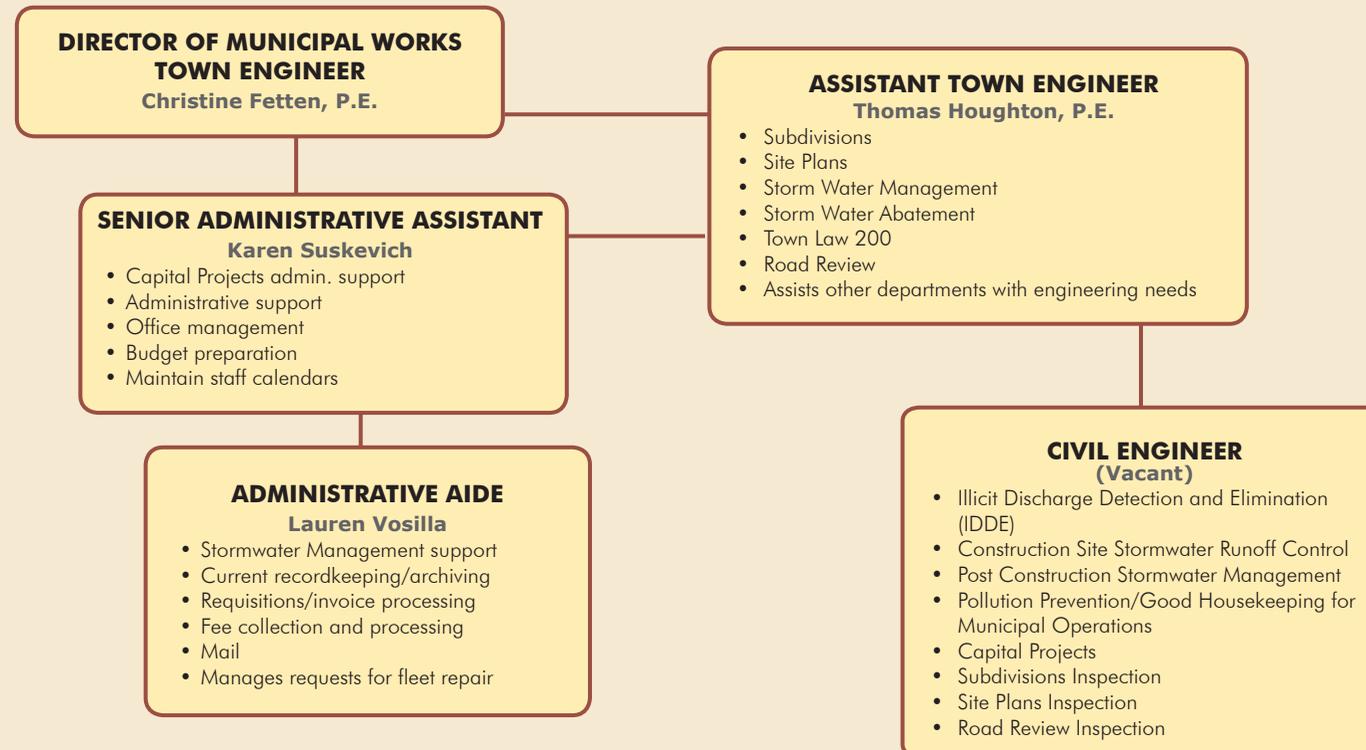
## Intermodal Transportation & Traffic Safety Division - 3310

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual	2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change	2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Tentative Difference	2021 Tentative/2020 Tentative % of Change
6865	Dental & Optical	1,318	1,341	2,664	2,664	1,786	2,760	1,380	1,284	48.20%	2,760	1,380	0	0.00%
6875	Disability	29	14	35	35	0	35	17	17	50.00%	35	17	0	0.00%
<b>Total Employee Benefits - Current</b>		50,690	49,338	79,023	79,023	48,810	79,120	53,101	25,922	32.80%	79,675	53,425	(323)	(0.61%)
<b>Total Employee Costs</b>		<b>151,813</b>	<b>150,908</b>	<b>227,726</b>	<b>227,726</b>	<b>144,835</b>	<b>230,973</b>	<b>158,775</b>	<b>68,950</b>	<b>30.28%</b>	<b>234,430</b>	<b>161,077</b>	<b>(2,301)</b>	<b>(1.45%)</b>
<b>Contractual:</b>														
6400	Contracts - Other	13,500	8,577	13,500	13,500	0	13,500	13,500	0	0.00%	13,500	13,500	0	0.00%
6401	Contracts	46,000	34,775	96,000	589,500	243,655	463,000	463,000	126,500	21.46%	99,500	99,500	363,500	78.51%
6403	Gasoline	0	0	0	1,500	539	1,500	1,500	0	0.00%	1,500	1,500	0	0.00%
6404	Electric	50,000	47,789	50,000	50,000	29,095	50,000	50,000	0	0.00%	50,000	50,000	0	0.00%
6406	Repair Equipment	15,000	769	15,000	25,000	17,572	30,000	30,000	(5,000)	(20.00%)	15,000	15,000	15,000	50.00%
6407	Repair Building	1,500	789	1,500	1,500	227	10,000	10,000	(8,500)	(566.67%)	1,500	1,500	8,500	85.00%
6416	Travel, Dues and Related	1,000	72	600	600	32	600	600	0	0.00%	1,000	1,000	(400)	(66.67%)
6436	Hardware	1,000	340	1,000	1,000	29	1,000	1,000	0	0.00%	1,000	1,000	0	0.00%
6490	Consultants	3,000	3,200	5,000	5,000	0	5,000	5,000	0	0.00%	3,000	3,000	2,000	40.00%
<b>Total Contractual</b>		131,000	96,311	182,600	687,600	291,147	574,600	574,600	113,000	16.43%	186,000	186,000	388,600	67.63%
<b>Total Expenditures</b>		<b>282,813</b>	<b>247,219</b>	<b>410,326</b>	<b>915,326</b>	<b>435,982</b>	<b>805,573</b>	<b>733,375</b>	<b>181,950</b>	<b>19.88%</b>	<b>420,430</b>	<b>347,077</b>	<b>386,299</b>	<b>52.67%</b>
<b>Net Surplus (Deficit)</b>		<b>0</b>	<b>35,400</b>	<b>0</b>	<b>0</b>	<b>(7,870)</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>		



# ENGINEERING

## 2020 ORGANIZATIONAL CHART



# Department Summary

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*Department: Town Engineer*

**Budget Year:** 2020  
**Division:** Municipal Works Department  
**Tax District:** Full Town

**Cost Center #:** 1440  
**Manager:** Christine Fetten

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**NOTES:**

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## **Departmental Mission & Responsibilities:**

The Engineering Division's mission is to ensure that development within the Town complies with good engineering standards and practices for design and construction. The Division also provides the highest level of professional and courteous service to the public.

## **Workload:**

1. The Engineering Division reviews the engineering aspects of all residential subdivisions to ensure that good engineering standards are met. We also prepare construction cost estimates for performance bonds. The Engineering Division also inspects all roads, drainage and other improvements related to the subdivision (exclusive of building construction) during construction, making recommendations to the Planning Division regarding completion and bond status, including final construction inspection for acceptance into the Town Highway System.
2. The Engineering Division reviews the engineering aspects of all commercial Site Plan and PDD applications to ensure that good engineering standards are met. The Engineering Division inspects the site improvements during construction, and issues a sign-off recommendation to the Planning Division when the site work is complete.
3. The Engineering Division enforces all stormwater management and erosion and sediment control requirements in subdivisions and site plans applications, including review and approval, and field inspection.
4. Anyone building a residential structure on a vacant lot on a Private or Trustee Road is required by Town Code to apply to the Road Review Committee, which is headed by the Town Engineer. The Committee makes recommendations for road improvements on a particular road or road network, which is then approved by Town Board resolution. Road Review recommendations require the Engineer to visit the site, make his recommendations to the Committee, prepare Town Board resolutions, meet with the applicant to discuss the project, and then inspect and verify it was properly completed. The applicant must complete these improvements, under supervision of the Town Engineer, before a Certificate of Occupancy can be issued for the dwelling by the Building Department.
5. The Engineering Division is responsible for bringing private roads into Town Highway System through Town Law 200. This work includes performing an engineering inspection and estimating the cost necessary to bring an existing private road up to engineering standards so that it can be accepted into the Town Highway System. The process is typically initiated by residents living along the particular road, and entails coordination with the residents, tax assessor and Town Attorney. Each TL200 is subject to a public hearing to approve the project and the expenditure. Once the funding is approved and bonded, the Engineering Division coordinates surveying, design and construction by public bid, or a combination of public bid and annual contracts. The funds are usually recovered from residing on the road, through property tax increase over a period of years.
6. Manage the Highway Department inspections of building lots for a flooding determination.
7. Serve on various Committees, as appointed by the Town Board.

# Department Summary

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*Department: Town Engineer*

**Budget Year:** 2020

**Division:** Municipal Works Department

**Tax District:** Full Town

**Cost Center #:** 1440

**Manager:** Christine Fetten

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**NOTES:**

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8. The Engineering Division works on numerous capital projects within our division and provides engineering assistance to the Waste Management, Buildings Maintenance & Facilities Management, Office of Energy & Sustainability, and Intermodal Transportation & Traffic Safety divisions within our Municipal Works Department and other Town Departments. Engineering assistance may involve management of outside professional consultants and contractors to in-house design services and construction management. Engineering will assist in preparing conceptual plans and budgetary cost estimates. When required, Engineering will prepare Request for Proposals and Public Bidding documents to secure the services of professional consultants and contractors.

9. The Engineering Division is responsible for implementing the Town's stormwater management program and the stormwater abatement program. The Stormwater Management Program is permitted under the State Pollution Discharge and Elimination (SPDES) General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), Permit No. GP-0-10-002. As part of the Town's stormwater compliance activities, the Engineering Division educates and informs the public about stormwater and its impact on the environment, regulates construction and post-construction stormwater discharges from subdivisions and site plans, identifies illicit discharges and connections to the Town MS4, conducts municipal good housekeeping audits of Town facilities and files annual compliance reports. The Town has two local stormwater laws, one to regulate the discharge of stormwater from construction sites and another to regulate illicit discharges and connections to the Town MS4.

All construction projects within the Town that disturb more than one acre of land are required to obtain SPDES construction permit coverage from the NYSDEC prior to starting construction. As part of this permit process, the developer must prepare a Stormwater Pollution Prevention Plan (SWPPP) for the site that addresses all applicable construction and post-construction stormwater standards. All SWPPPs are reviewed by the Engineering Division. The Engineering Division is responsible for accepting the final SWPPP. Field SWPPP inspections are conducted by the Engineering Division.

The stormwater abatement program is a capital improvement program under which the Town designs and installs stormwater abatement infrastructure to address specific problem areas or polluted bodies of water. The Engineering Division works with the Highway Department to identify potential project sites, the Environmental Division and Board of Trustees are consulted as needed when projects involve regulated wetlands or bodies of water and the Grants Coordinator helps to identify potential sources of grant funding for each project. Once approved, stormwater abatement projects are implemented in the same manner as any other capital project.

10. The Engineering Division works in the capacity to oversee certain capital efforts to restore Town functions following natural disasters such as hurricanes. The Engineering Division works with both the Comptroller's Office and FEMA to ensure that the Town submits Information to substantiate public assistance reimbursements.

# Department Summary

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*Department: Town Engineer*

**Budget Year:** 2020  
**Division:** Municipal Works Department  
**Tax District:** Full Town

**Cost Center #:** 1440  
**Manager:** Christine Fetten

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**NOTES:**

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## Goals & Objectives:

1. Engineering will review all Site Plans and Subdivision applications referred to us by the Planning Division to ensure that all improvements are in compliance to Town codes and specifications. A measure of a successful application review is knowing that the engineering elements of the proposed improvements will have a positive impact on the community. The Engineering Division will work closely with the applicant and Town stake-holders to attain this goal. Prompt review of all stages of the application is an important element in the application review process.
2. Before a permit for the construction of any building on a private road is issued, the private road shall be suitably improved in accordance with acceptable standards and specifications in respect to health, safety and general welfare. The Engineering Division will continue to chair the Road Review Committee meetings and prepare recommendations for appropriate road improvements to private roads. The goal of the Engineering Division is to strike a delicate balance in ensuring that an applicant suitably improves the private road to the acceptable standards and specifications as recommended by the Road Review Committee, while at the same time keeping the costs of the improvements reasonable in order not to create financial hardships for the applicants.
3. Town Law 200 is the mechanism that allows residents living on a private road to improve their road in order to bring it into the Town Highway System. The Engineering Division guides interested residents through this process. Since the cost of the road improvements is entirely borne by the residents, Engineering's goal is to strike a balance in designing the improvements in an economical cost effective way, in accordance with acceptable standards, to the satisfaction of the Highway Superintendent in order for him to take the road into the Town system. The Engineering Division then prepares a construction estimate for the residents. If the residents want to move forward to bring their road into the Town Highway System, Engineering will provide in-house design and construction management services to improve the road, and assist in the administrative process.
4. The Engineering Division will provide technical assistance to Town Departments on capital improvement projects and associated public infrastructure improvements. Technical assistance may involve management of outside professional consultants and contractors to in-house design services and construction management. Engineering will assist the various Town Departments in preparing conceptual plans and budgetary cost estimates. When required, Engineering will prepare Request for Proposals and Public Bidding documents to secure the services of professional consultants and contractors. It is our goal to ensure that capital improvement work is completed so that the project improvements are available to the Town for use within the stipulated completion time and within budget. Engineering will work with the Town Board to prioritize capital improvement projects by immediate needs.
5. The Engineering Divisions goals and objectives relating to Stormwater Management and Stormwater Abatement projects are as follows : protect the health and safety of both the public and the ecosystem; address both stormwater quality and quantity concerns; meet or exceed federal and state mandates regarding stormwater runoff and discharge.

The Engineering Division will provide the following services to reach these goals and objectives: develop and implement activities to comply with the New York State Department of Environmental Conservation (NYSDEC) municipal stormwater permit including the six minimum measures and annual reporting requirements; work with the Land Management Department to implement Stormwater regulations mandated by NYSDEC for construction activities; Identify grant opportunities to fund water quality improvement projects; prepare and submit grant applications with the assistance of the Town's Grants Coordinator; develop and monitor approved grant funded projects; prepare contract documents and administer stormwater-related professional services and construction contracts.

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## Legal Authority:

Established pursuant to Southampton Town Board resolution.

## 2020 Engineering Fee Schedule

Fee Schedule	2020 Fee Schedule	Proposed Increase
<b>Site Plan</b>		
Area to be improved is Less than 500 Square Feet	\$1,150	
Area to be improved is 500 Square Feet or Greater and Less than 1 Acres	\$2,450	
Area to be improved is Greater than 1 Acres	\$4,750	
Site Plan Amendment	\$400	
Administrative Review and Inspection Fee for improved area less than 1 Acre	\$1,500	
Condos/Townhouses (no review or inspection fees for affordable units)	\$200/dwelling unit (minimum \$5,000)	
NOTE: Fire Departments exempt from fees.		
*NOTE: These fees are a combination of Review, Inspection and include Erosion Control and SWPPP where required.		
<b>Subdivisions</b>		
	<b>Fee*</b>	
Preliminary Application (no roads)	\$750/Lot	
Preliminary Application (with roads)	1/2 (\$100.00 x length of road x .075)	
Final Application (minor review with no roads and 3 Lots or more)	\$400/Lot	
Final Application (with roads)	(Bond Estimate x.075) - Preliminary Review Fee +\$3,250	
Modification to Road and Drainage Plans	\$100 + \$1.25 per linear foot of road	
Subdivision without roads but with common driveways	\$1450/common driveway	

NOTES:

## 2020 Engineering Fee Schedule

<b>Stormwater Management</b>	
Subdivisions requiring a SWPPP	<b>\$1,750</b>
*Note: These fees are a combination of Review and Inspection.	
<b>Determination For Flooding (For Building Permit Applications)</b>	
Flooding Determination (Engineering & Highway)	<b>\$200</b>
<b>Single Family Homes Requiring a SWPPP</b>	
Application	<b>\$500</b>
<b>Road Review</b>	
Road Review Application for New Building Construction on Unimproved Streets or Highways	<b>\$250</b>

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**NOTES:**

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# Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/20	Alloc. %
<b>Municipal Works Department</b>													
<b>Town Engineer</b>													
<b>Town Engineer - 1440</b>													
Assistant Town Engineer	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - P / Step 2	95,892	0	0	95,892	13,104	7,633	12,502	4,240	37,479	133,371	0.9	100.0
<b>Total Town Engineer - 1440</b>		<b>95,892</b>	<b>0</b>	<b>0</b>	<b>95,892</b>	<b>13,104</b>	<b>7,633</b>	<b>12,502</b>	<b>4,240</b>	<b>37,479</b>	<b>133,371</b>		

**NOTES:**

# Town of Southampton

## 2020 Tentative Budget

### Town Engineer - 1440

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual	2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change	2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Tentative Difference	2021 Tentative/2020 Tentative % of Change
<b>Real Property Taxes:</b>														
1001	Property Taxes	(4,443)	(13,418)	30,191	30,191	30,191	55,279	28,171	(2,020)	(6.69%)	59,524	32,416	4,245	15.07%
	<b>Total Real Property Taxes</b>	(4,443)	(13,418)	30,191	30,191	30,191	55,279	28,171	(2,020)	(6.69%)	59,524	32,416	4,245	15.07%
<b>Other Revenue:</b>														
1563	Engineering Fees	160,000	161,977	145,000	145,000	78,100	145,000	145,000	0	0.00%	145,000	145,000	0	0.00%
2701	Miscellaneous Tax Receipts	0	6	0	0	0	0	0	0	0.00%	0	0	0	0.00%
	<b>Total Other Revenue</b>	160,000	161,983	145,000	145,000	78,100	145,000	145,000	0	0.00%	145,000	145,000	0	0.00%
	<b>Total Revenue</b>	<b>155,557</b>	<b>148,565</b>	<b>175,191</b>	<b>175,191</b>	<b>108,291</b>	<b>200,279</b>	<b>173,171</b>	<b>(2,020)</b>	<b>(1.15%)</b>	<b>204,524</b>	<b>177,416</b>	<b>4,245</b>	<b>2.45%</b>
<b>Salaries:</b>														
6100	Salaries	107,096	13,387	100,135	100,135	46,370	95,892	95,892	4,243	4.24%	99,277	99,277	(3,385)	(3.53%)
6101	Overtime	0	0	0	0	0	10,000	10,000	(10,000)	(100.00%)	10,000	10,000	0	0.00%
6110	Longevity	3,150	268	0	0	0	0	0	0	0.00%	0	0	0	0.00%
	<b>Total Salaries</b>	110,246	13,655	100,135	100,135	46,370	105,892	105,892	(5,757)	(5.75%)	109,277	109,277	(3,385)	(3.20%)
<b>Employee Benefits - Current:</b>														
6810	Employee Retirement - Active	15,740	14,650	13,378	13,378	7,726	12,502	12,502	876	6.55%	12,943	12,943	(441)	(3.53%)
6830	FICA Tax Expenditure	8,282	1,015	7,971	7,971	3,513	7,633	7,633	338	4.24%	7,902	7,902	(269)	(3.53%)
6835	MTA Tax	389	45	354	354	156	339	339	15	4.24%	351	351	(12)	(3.53%)
6840	Worker's Compensation	4,230	3,790	4,055	4,055	2,266	3,884	3,884	172	4.24%	4,021	4,021	(137)	(3.53%)
6860	Medical Insurance - Active Employees	11,364	1,922	24,761	24,761	2,816	38,832	11,724	13,037	52.65%	38,832	11,724	0	0.00%
6865	Dental & Optical	1,318	243	1,221	1,221	335	1,380	1,380	(159)	(13.02%)	1,380	1,380	0	0.00%

**Town of Southampton**  
**2020 Tentative Budget**  
Town Engineer - 1440

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual	2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change	2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Tentative Difference	2021 Tentative/2020 Tentative % of Change
6875	Disability	29	4	16	16	0	17	17	(1)	(9.09%)	17	17	0	0.00%
	<b>Total Employee Benefits - Current</b>	41,352	21,669	51,756	51,756	16,812	64,587	37,479	14,277	27.59%	65,447	38,339	(860)	(2.29%)
	<b>Total Employee Costs</b>	151,598	35,324	151,891	151,891	63,183	170,479	143,371	8,520	5.61%	174,724	147,616	(4,245)	(2.96%)
	<b>Contractual:</b>													
6401	Contracts	0	0	0	0	0	6,000	6,000	(6,000)	(100.00%)	6,000	6,000	0	0.00%
6416	Travel, Dues and Related	160	0	1,000	1,000	0	1,500	1,500	(500)	(50.00%)	1,500	1,500	0	0.00%
6466	Telephone - Wireless	800	389	800	800	235	800	800	0	0.00%	800	800	0	0.00%
6490	Consultants	3,000	0	21,500	21,500	2,910	21,500	21,500	0	0.00%	21,500	21,500	0	0.00%
	<b>Total Contractual</b>	3,960	389	23,300	23,300	3,145	29,800	29,800	(6,500)	(27.90%)	29,800	29,800	0	0.00%
	<b>Total Expenditures</b>	155,558	35,714	175,191	175,191	66,328	200,279	173,171	2,020	1.15%	204,524	177,416	(4,245)	(2.45%)
	<b>Net Surplus (Deficit)</b>	0	112,852	0	0	41,963	0	0			0	0		

# Department Summary

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*Department: Waste Management Post Closure*

**Budget Year:** 2020  
**Division:** Municipal Works Department  
**Tax District:** Full Town

**Cost Center #:** 8160  
**Manager:** Christine Fetten

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**NOTES:**

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**Departmental Mission & Responsibilities:**

Provide efficient management and operations of existing Town-owned Solid Waste Facilities.

**Workload:**

The Town has capped and closed the North Sea Landfill and is currently engaged in Post Closure activities.

**Goals & Objectives:**

- 1. Ensure compliance with all Federal, State and Local regulations and requirements.
- 2. Maintain environmental integrity of the landfill capping system.
- 3. Provide landfill gas control and monitoring.
- 4. Complete periodic ground water sampling and monitoring.
- 5. Properly collect and dispose of landfill generated leachate.

**Legal Authority:**

The Division of Waste Management was established as part of the Department of Public Works pursuant to Town Board Resolution dated November 1, 1996.

# Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/20	Alloc. %
<b>Municipal Works Department</b>													
<b>Waste Management Summary</b>													
<b>Waste Management Post Closure - 8160</b>													
Environmental Facilities Manager	ADMINSUPPORT	75,242	0	0	75,242	28,488	5,989	9,810	3,331	47,618	122,859	5.7	100.0
Heavy Equipment Operator	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 2	54,344	0	6,023	60,367	1,380	4,998	8,186	5,207	19,771	80,138	1.7	100.0
Senior Office Assistant	CSEA40HOUR-NEW / CSEA40HOUR-NEW - D / Step 5	54,175	3,251	0	57,425	28,488	4,466	7,315	1,169	41,438	98,864	13.8	100.0
Labor Crew Leader	CSEA40HOUR-OLD / CSEA40HOUR-OLD - 11 / Step 6	76,709	7,671	2,388	86,767	31,500	7,095	11,622	6,316	56,533	143,301	29.4	100.0
Heavy Equipment Operator	PART-TIME	6,242	0	0	6,242	27,108	521	0	611	28,240	34,483		100.0
<b>Total Waste Management Post Closure - 8160</b>		<b>266,712</b>	<b>10,921</b>	<b>8,411</b>	<b>286,044</b>	<b>116,964</b>	<b>23,070</b>	<b>36,932</b>	<b>16,634</b>	<b>193,600</b>	<b>479,644</b>		

**NOTES:**

# Town of Southampton

## 2020 Tentative Budget

### Waste Management Post Closure - 8160

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual	2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change	2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Tentative Difference	2021 Tentative/2020 Tentative % of Change
	<b>Real Property Taxes:</b>													
1001	Property Taxes	802,020	813,463	832,280	843,280	843,280	885,025	858,396	15,116	1.79%	837,476	810,863	(47,533)	(5.54%)
	<b>Total Real Property Taxes</b>	<b>802,020</b>	<b>813,463</b>	<b>832,280</b>	<b>843,280</b>	<b>843,280</b>	<b>885,025</b>	<b>858,396</b>	<b>15,116</b>	<b>1.79%</b>	<b>837,476</b>	<b>810,863</b>	<b>(47,533)</b>	<b>(5.54%)</b>
	<b>Other Revenue:</b>													
2701	Miscellaneous Tax Receipts	0	31	0	0	0	0	0	0	0.00%	0	0	0	0.00%
	<b>Total Other Revenue</b>	<b>0</b>	<b>31</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
	<b>Total Revenue</b>	<b>802,020</b>	<b>813,495</b>	<b>832,280</b>	<b>843,280</b>	<b>843,280</b>	<b>885,025</b>	<b>858,396</b>	<b>15,116</b>	<b>1.79%</b>	<b>837,476</b>	<b>810,863</b>	<b>(47,533)</b>	<b>(5.54%)</b>
	<b>Salaries:</b>													
6100	Salaries	247,605	208,043	252,860	252,860	168,785	260,469	260,469	(7,609)	(3.01%)	267,029	267,029	(6,560)	(2.52%)
6101	Overtime	30,000	35,714	30,000	30,000	23,105	30,000	30,000	0	0.00%	30,000	30,000	0	0.00%
6103	Accumulated Sick/Personal Days	9,450	1,055	2,727	2,727	2,207	2,388	2,388	339	12.43%	2,388	2,388	0	0.00%
6105	Part Time Salaries	6,000	3,526	6,120	6,120	1,155	6,242	6,242	(122)	(2.00%)	6,367	6,367	(125)	(2.00%)
6110	Longevity	10,298	9,613	10,604	10,604	0	10,921	10,921	(318)	(3.00%)	11,172	11,172	(251)	(2.30%)
6127	Cash in Lieu of Health Benefits	0	0	0	5,792	2,895	6,023	6,023	(231)	(3.99%)	6,023	6,023	0	0.00%
	<b>Total Salaries</b>	<b>303,353</b>	<b>257,951</b>	<b>302,311</b>	<b>308,103</b>	<b>198,147</b>	<b>316,044</b>	<b>316,044</b>	<b>(7,941)</b>	<b>(2.58%)</b>	<b>322,980</b>	<b>322,980</b>	<b>(6,936)</b>	<b>(2.19%)</b>
	<b>Employee Benefits - Current:</b>													
6810	Employee Retirement - Active	40,090	37,312	35,939	35,939	20,756	36,891	36,932	(994)	(2.77%)	37,791	37,834	(901)	(2.44%)
6830	FICA Tax Expenditure	25,181	19,263	24,215	24,215	14,812	25,339	25,370	(1,154)	(4.77%)	25,898	25,930	(561)	(2.21%)
6835	MTA Tax	1,119	873	1,076	1,076	652	1,126	1,127	(51)	(4.77%)	1,151	1,152	(25)	(2.21%)
6840	Worker's Compensation	25,751	23,069	14,164	14,164	7,913	15,117	15,522	(1,357)	(9.58%)	15,497	15,915	(394)	(2.54%)
6860	Medical Insurance - Active Employees	90,012	81,585	138,060	132,268	54,046	138,552	111,444	20,824	15.74%	138,552	111,444	0	0.00%

# Town of Southampton

## 2020 Tentative Budget

### Waste Management Post Closure - 8160

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual	2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change	2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Difference	2021 Tentative/2020 % of Change
6865	Dental & Optical	5,270	4,487	5,328	5,328	3,571	5,520	5,520	(192)	(3.60%)	5,520	5,520	0	0.00%
6875	Disability	144	18	87	87	0	87	87	0	0.00%	87	87	0	0.00%
<b>Total Employee Benefits - Current</b>		<b>187,567</b>	<b>166,607</b>	<b>218,869</b>	<b>213,077</b>	<b>101,751</b>	<b>222,631</b>	<b>196,002</b>	<b>17,075</b>	<b>8.01%</b>	<b>224,496</b>	<b>197,883</b>	<b>(1,881)</b>	<b>(0.96%)</b>
<b>Total Employee Costs</b>		<b>490,920</b>	<b>424,558</b>	<b>521,180</b>	<b>521,180</b>	<b>299,898</b>	<b>538,675</b>	<b>512,046</b>	<b>9,134</b>	<b>1.75%</b>	<b>547,476</b>	<b>520,863</b>	<b>(8,817)</b>	<b>(1.72%)</b>
<b>Contractual:</b>														
6401	Contracts	127,800	115,067	127,800	127,800	89,511	135,300	135,300	(7,500)	(5.87%)	129,800	129,800	5,500	4.07%
6404	Electric	2,500	1,837	2,500	2,500	658	2,500	2,500	0	0.00%	3,000	3,000	(500)	(20.00%)
6405	Fuel Oil	4,000	0	4,000	4,000	0	4,000	4,000	0	0.00%	4,000	4,000	0	0.00%
6406	Repair Equipment	35,000	42,514	35,000	46,000	41,131	47,250	47,250	(1,250)	(2.72%)	35,000	35,000	12,250	25.93%
6407	Repair Building	15,500	6,100	15,500	15,500	3,467	15,500	15,500	0	0.00%	15,500	15,500	0	0.00%
6414	Rentals	2,500	2,947	2,500	2,500	0	5,000	5,000	(2,500)	(100.00%)	2,500	2,500	2,500	50.00%
6420	Other	5,000	4,370	5,000	5,000	2,254	5,000	5,000	0	0.00%	5,000	5,000	0	0.00%
6421	Legal Notices	4,200	4,044	4,200	4,200	2,558	4,200	4,200	0	0.00%	2,100	2,100	2,100	50.00%
6423	Small Equipment (Non-Capital)	3,000	2,930	3,000	8,000	6,181	8,000	8,000	0	0.00%	3,000	3,000	5,000	62.50%
6425	Office Supplies	500	427	500	500	252	500	500	0	0.00%	500	500	0	0.00%
6441	Diesel Fuel	50,000	34,066	50,000	45,000	10,355	50,000	50,000	(5,000)	(11.11%)	50,000	50,000	0	0.00%
6464	Municipal Dues	15,800	6,561	15,800	15,800	722	15,800	15,800	0	0.00%	15,800	15,800	0	0.00%
6466	Telephone - Wireless	3,500	1,580	3,500	3,500	942	3,500	3,500	0	0.00%	3,500	3,500	0	0.00%
6477	Copier Leases	1,800	309	1,800	1,800	137	1,800	1,800	0	0.00%	1,800	1,800	0	0.00%
6490	Consultants	40,000	42,443	40,000	40,000	15,294	48,000	48,000	(8,000)	(20.00%)	18,500	18,500	29,500	61.46%

# Town of Southampton

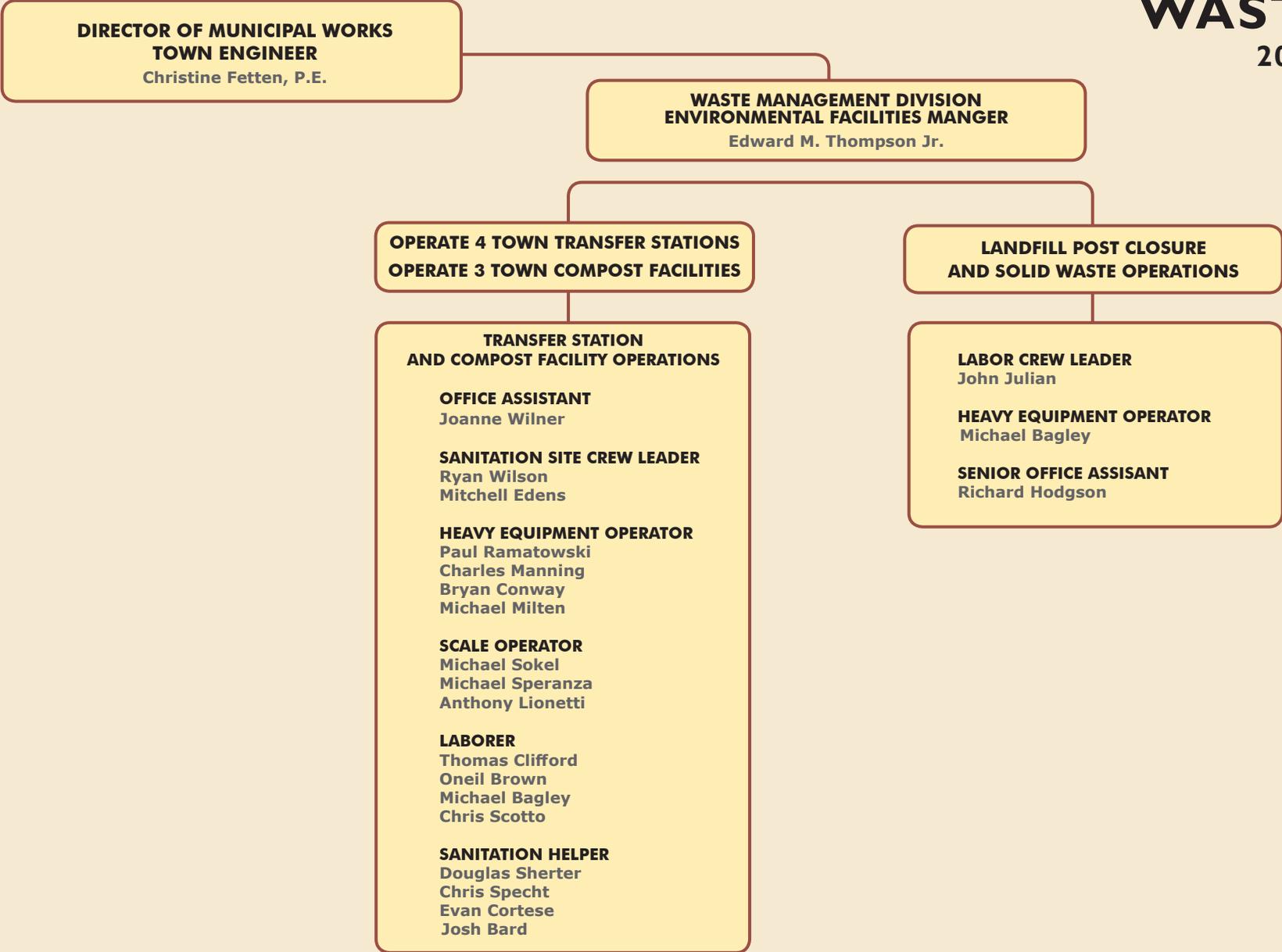
## 2020 Tentative Budget

### Waste Management Post Closure - 8160

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual					2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Tentative Difference	2021 Tentative/2020 Tentative % of Change
							2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change				
6491	Tires	0	0	0	0	0	0	0	0	0.00%	0	0	0	0.00%
	<b>Total Contractual</b>	311,100	265,194	311,100	322,100	173,462	346,350	346,350	(24,250)	(7.53%)	290,000	290,000	56,350	16.27%
	<b>Total Expenditures</b>	<b>802,020</b>	<b>689,752</b>	<b>832,280</b>	<b>843,280</b>	<b>473,359</b>	<b>885,025</b>	<b>858,396</b>	<b>(15,116)</b>	<b>(1.79%)</b>	<b>837,476</b>	<b>810,863</b>	<b>47,533</b>	<b>5.54%</b>
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>123,743</b>	<b>0</b>	<b>0</b>	<b>369,921</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>		

# WASTE MANAGEMENT

## 2020 ORGANIZATIONAL CHART



# Department Summary

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*Department: Waste Management Recycling Centers*

**Budget Year:** 2020  
**Division:** Municipal Works Department  
**Tax District:** Waste Management

**Cost Center #:** 8161  
**Manager:** Christine Fetten

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**NOTES:**

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**Departmental Mission & Responsibilities:**

Manage and operate Town Transfer Stations, Recycling Centers and Yard Waste Facilities.

**Workload:**

The Town of Southampton currently operates four (4) Transfer Stations (North Sea, Hampton Bays, Sag Harbor, and Westhampton), four Recycling Centers (North Sea, Hampton Bays, Sag Harbor and Westhampton) and three Yard Waste Facilities (North Sea, Hampton Bays and Westhampton).

**Goals & Objectives:**

1. Ensure compliance with all Federal, State and Local regulations and requirements.
2. Continue to improve efficiency in the department through improved recycling and enforcement of existing disposal policies.
3. Continue to develop the yard waste recycling program to minimize costs incurred by the Town.
4. Operate all facilities efficiently to ensure revenues offset expenses.

**Legal Authority:**

The Division of Waste Management was established as part of the Department of Public Works pursuant to Town Board Resolution dated November 1, 1996.

**2020 Recycling Center Fee Schedule**

<b>Fee Schedule</b>	<b>2020 Fee Schedule</b>	<b>Proposed Increase</b>
<b>MSW</b>		
Non-recyclable Household Garbage (In TOS Green Bag ONLY)		
Cost to dump -	<b>\$0 with purchase of TOS Green Bags</b>	
Customer Type (Residents Only)		
Accepting Facilities (All)		
<b>Recyclables</b>		
<b>Commingled glass, cans and type 1 and 2 PE plastic</b>	<b>\$0</b>	
Residents Only		
Accepting Facilities (All)		
<b>Mixed Paper</b>	<b>\$0</b>	
Residents Only		
Accepting Facilities (All)		
<b>Corrugated Cardboard</b>	<b>\$0</b>	
Residents Only		
Accepting Facilities (All)		

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**NOTES:**

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### 2020 Recycling Center Fee Schedule

Fee Schedule	2020 Fee Schedule	Proposed Increase
<b>Yard Waste</b>		
Leaves (No plastic bags) car, pick-up truck, van or trailer with sides less than 2 ft	<b>\$0 - Resident Self Haulers Only NS, HB &amp; WH</b>	
Brush less than 3" diameter 3 or less 30 gallon trash cans or bags	<b>\$10 / Load - Resident Self Haulers Only NS &amp; HB</b>	
Brush less than 3" diameter car, pick-up truck, van or trailer with sides less than 2 ft	<b>\$20 / Load/Vehicle - Resident Self Haulers Only NS &amp; HB</b>	
Brush less than 3" diameter Pick-up with side boards or trailer with side boards	<b>\$40 / Load/Vehicle - Resident Self Haulers Only NS &amp; HB</b>	
Leaves and Brush less than 3" diameter Car, Van, Pick-up truck or trailer with side boards less than 2 ft		
Leaves and Brush less than 3" diameter Car, Van, Pick-up truck or trailer with side boards less than 2 ft., <b>6-Wheel Truck</b>	<del>\$65 / Load/Vehicle - Landscaper &amp; Estate Care</del> <b>\$22.50/Cubic - Yard NS &amp; HB</b>	<b>\$22.50/Cubic - Yard</b>
<del>Leaves and Brush less than 3" diameter 6 wheel truck, Pick-up with side boards or trailer with side boards</del>	<del>\$100 / Load/Vehicle - Landscaper &amp; Estate Care NS &amp; HB</del>	

NOTES:

### 2020 Recycling Center Fee Schedule

Fee Schedule	2020 Fee Schedule	Proposed Increase
<b>Household Hazardous Waste (HHW)</b>		
<b>Vehicle Batteries</b>	<b>STOP Day Only</b>	
car, pick-up truck, van		
Residents Only		
<b>Waste Oil</b>	<b>\$0</b>	
car, pick-up truck, van		
Residents Only		
Accepting Facilities (All)		
<b>Propane Tanks (Empty &amp; 20 lb ONLY)</b>	<b>\$3 - tank</b>	
car, pick-up truck, van		
Residents Only		
Accepting Facility (NS Only)		
<b>Other HHW</b>	<b>STOP Day Only</b>	
car, pick-up truck, van		
Residents Only		
<b>Other Household Items</b>		
<b>Car Residential Tires (no rim)</b>	<b>\$5/tire</b>	
car, pick-up truck, van or trailer with sides less than 2 feet		
Residents Only		
Accepting Facility (NS Only)		

**NOTES:**

### 2020 Recycling Center Fee Schedule

Fee Schedule	2020 Fee Schedule	Proposed Increase
<b>Bulk Items</b>		
<b>Small Bulk (under 3ft x 3ft x 3ft)</b>	<b>\$5/item</b>	
car, pick-up truck, van or trailer with sides less than 2 feet		
Residents Only		
Accepting Facilities (NS & HB)		
<b>Large Bulk (Larger than 3ft x 3ft x 3ft)</b>	<b>\$25/item</b>	
car, pick-up truck, van or trailer with sides less than 2 feet		
Residents Only		
Accepting Facilities (NS & HB)		
<b>Large and small Residential mixed Bulk</b>	<b>\$180/ton Min Charge \$25</b>	
Any Residential Vehicle, trailer or Box truck		
Residents Only		
Accepting Facility (NS Only)		
<b>E-Waste Items</b>	<b>No Cost</b>	
car, pick-up truck, van		
Residents Only		
Accepting Facility (NS Only)		

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**NOTES:**

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### 2020 Recycling Center Fee Schedule

Fee Schedule	2020 Fee Schedule	Proposed Increase
<b>METAL</b>		
Appliances	\$15/item	
Any Vehicle		
Residents Only		
Accepting Facilities (NS & HB)		
<b>Scrap Metal (NOT mixed with other items)</b>	<b>\$50/ton \$15 min. charge</b>	
car, pick-up truck, van or trailer with sides less than 2 feet (NO DUMP VEHICLES, BOX TRUCKS OR TRUCKS AND TRAILERS WITH SIDE BOARDS)		
Residents Only		
Accepting Facility (NS Only)		
<b>C&amp;D Material</b>		
Car, Pick-up Truck, Van	\$155/ton	
Residents Only	\$15 min. charge	
Accepting Facility (NS Only)		
<b>Facility Locations</b>		
NS - North Sea Transfer Station	Southampton	
SH - Sag Harbor Transfer Station	Sag Harbor	
HB - Hampton Bays Transfer Station	Hampton Bays	
WH - Westhampton Transfer Station	Westhampton	

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**NOTES:**

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### 2020 Recycling Center Fee Schedule

Fee Schedule	2020 Fee Schedule	Proposed Increase
<b>Special Notes:</b>		
1. Tipping Fees for brush will be suspended for residents for 6 weeks in Spring and 6 weeks for Fall Clean up, dates and times to be posted.		
2. Grass clippings and wood chips will not be accepted.		
3. No concrete, bricks, or asphalt will be accepted as construction & demolition debris.		
4. No boats or vehicles accepted.		
5. Courtesy Weights shall cost \$5/weight for residents, \$10/weight for commercial entities.		
6. Credit Cards shall be accepted at North Sea Transfer Station only.		
7. Screened and un-screened compost is free for residential self – haulers picking up at NS, BH, and WH.		
8. Un-screened Compost can be purchased by Commercial Business for \$2/CY at NS, HB.		
9. Un-screened Compost can be purchased and delivered to sites within Southampton for \$3.5/CY, sites outside of Southampton for \$6/CY as approved by the Department Head.		
10. Screened Compost can be purchased by Commercial Business for \$20/CY at NS, HB.		
11. Screened Compost can be purchased and delivered to sites within Southampton for \$23.50/CY, sites outside of Southampton for \$26/CY as approved by the Department Head.		
12. Unscreened and screened mulch, when available is free for residential self-haulers at NS, HB, and WH.		
13. Mulch, when available can be purchased and delivered to sites within Southampton for \$11.50/CY, sites outside of Southampton for \$14/CY as approved by the Department Head.		
14. Retail Sale of Green Bags – Large 5 Bags/\$15.50; Small 5 Bags/ \$8.50.		

**NOTES:**

# Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/20	Alloc. %
<b>Municipal Works Department</b>													
<b>Waste Management Summary</b>													
<b>Waste Management Recycling Centers - 8161</b>													
Heavy Equipment Operator	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 3	55,134	0	6,023	61,157	1,380	5,064	8,294	5,282	20,020	81,177	1.3	100.0
Heavy Equipment Operator	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 2	54,344	0	0	54,344	13,104	4,482	7,340	4,455	29,381	83,725	2.4	100.0
Heavy Equipment Operator	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 2	54,344	0	0	54,344	28,488	4,537	7,432	5,186	45,643	99,987	1.0	100.0
Laborer	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - B / Step 3	43,908	0	0	43,908	28,488	3,621	5,931	3,603	41,643	85,550	1.7	100.0
Laborer - Vacant	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - B / Step 2	43,285	0	0	43,285	28,488	3,570	5,847	3,552	41,456	84,741		100.0
Sanitation Helper	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - A / Step 2	39,620	0	0	39,620	1,380	3,267	5,352	3,253	13,252	52,872	0.6	100.0
Sanitation Helper	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - A / Step 2	39,620	0	0	39,620	13,104	3,267	5,352	3,253	24,976	64,596	1.4	100.0
Sanitation Site Crew Leader	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - H / Step 3	66,303	0	0	66,303	28,488	5,468	8,956	5,432	48,344	114,646	4.9	100.0
Sanitation Site Crew Leader	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - H / Step 4	67,254	4,035	0	71,289	14,400	5,855	9,590	5,523	35,368	106,658	14.6	100.0
Scale Operator	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 3	47,622	0	0	47,622	13,104	3,927	6,432	3,906	27,370	74,992	1.8	100.0
Scale Operator	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 7	50,367	0	0	50,367	14,400	4,154	6,803	4,131	29,488	79,855	6.0	100.0
Heavy Equipment Operator	CSEA40HOUR-NEW / CSEA40HOUR-NEW - E / Step 6	58,686	3,521	0	62,207	28,488	5,109	8,368	4,822	46,787	108,994	13.7	100.0
Laborer	CSEA40HOUR-NEW / CSEA40HOUR-NEW - B / Step 6	46,756	3,741	0	50,497	28,488	4,142	6,784	3,848	43,263	93,760	16.1	100.0

**NOTES:**

# Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/20	Alloc. %
<b>Municipal Works Department</b>													
<b>Waste Management Summary</b>													
Laborer	CSEA40HOUR-NEW / CSEA40HOUR-NEW - B / Step 6	46,756	1,870	0	48,627	14,400	3,999	6,550	3,842	28,791	77,417	6.9	100.0
Sanitation Helper	CSEA40HOUR-NEW / CSEA40HOUR-NEW - A / Step 6	42,758	2,566	0	45,324	14,400	3,722	6,097	3,518	27,737	73,061	13.4	100.0
Sanitation Helper	CSEA40HOUR-NEW / CSEA40HOUR-NEW - A / Step 6	42,758	3,421	6,023	52,202	1,380	4,249	6,959	3,541	16,129	68,331	19.6	100.0
Scale Operator	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 3	47,622	0	0	47,622	13,104	3,927	6,432	3,906	27,370	74,992	2.5	100.0
Sanitation Helper	PART-TIME	15,606	0	0	15,606	0	1,287	0	1,292	2,579	18,185		100.0
Sanitation Helper	PART-TIME	15,606	0	0	15,606	0	1,287	0	1,292	2,579	18,185		100.0
<b>Total Waste Management Recycling Centers - 8161</b>		<b>878,349</b>	<b>19,153</b>	<b>12,046</b>	<b>909,549</b>	<b>285,084</b>	<b>74,934</b>	<b>118,519</b>	<b>73,639</b>	<b>552,176</b>	<b>1,461,725</b>		

**NOTES:**

# Town of Southampton

## 2020 Tentative Budget

### Waste Management Recycling Centers - 8161

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual	2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change	2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Tentative Difference	2021 Tentative/2020 Tentative % of Change
<b>Real Property Taxes:</b>														
1001	Property Taxes	129,884	129,884	382,698	382,698	382,698	825,565	731,345	348,647	91.10%	847,219	798,092	66,747	9.13%
	<b>Total Real Property Taxes</b>	<b>129,884</b>	<b>129,884</b>	<b>382,698</b>	<b>382,698</b>	<b>382,698</b>	<b>825,565</b>	<b>731,345</b>	<b>348,647</b>	<b>91.10%</b>	<b>847,219</b>	<b>798,092</b>	<b>66,747</b>	<b>9.13%</b>
<b>Other Revenue:</b>														
1201	Interest And Earnings	12,000	16,288	12,000	12,000	12,027	20,000	20,000	8,000	66.67%	20,000	20,000	0	0.00%
2130	Landfill - Chargebacks	421,900	532,997	437,500	437,500	134,984	511,950	511,950	74,450	17.02%	511,950	511,950	0	0.00%
2131	Pay Per Bags	746,000	663,106	600,000	600,000	269,147	440,000	600,000	0	0.00%	440,000	600,000	0	0.00%
2590	Landfill Fees	850,000	997,250	850,000	850,000	568,996	855,000	950,000	100,000	11.76%	800,000	950,000	0	0.00%
2593	Permit Application Fee	0	0	0	0	12,875	14,000	14,000	14,000	100.00%	14,000	14,000	0	0.00%
2650	Scrap	60,000	49,944	50,000	50,000	28,792	37,120	37,120	(12,880)	(25.76%)	60,000	60,000	22,880	61.64%
2651	Waste Management-Leaf Compost Sales	75,000	11,267	100,000	100,000	3,563	10,000	10,000	(90,000)	(90.00%)	20,000	20,000	10,000	100.00%
2652	Paper	101,000	97,632	93,000	93,000	28,149	9,545	9,545	(83,455)	(89.74%)	0	0	(9,545)	(100.00%)
2653	E-Waste	1,000	0	0	0	0	0	0	0	0.00%	1,000	1,000	1,000	100.00%
2701	Miscellaneous Tax Receipts	0	2,544	0	0	0	0	0	0	0.00%	0	0	0	0.00%
2770	Miscellaneous	20,100	94	20,000	20,000	101	0	0	(20,000)	(100.00%)	0	0	0	0.00%
3910	State Aid - Conservation	19,898	0	19,898	19,898	0	19,898	19,898	0	0.00%	19,898	19,898	0	0.00%
	<b>Total Other Revenue</b>	<b>2,306,898</b>	<b>2,371,122</b>	<b>2,182,398</b>	<b>2,182,398</b>	<b>1,058,635</b>	<b>1,917,513</b>	<b>2,172,513</b>	<b>(9,885)</b>	<b>(0.45%)</b>	<b>1,886,848</b>	<b>2,196,848</b>	<b>24,335</b>	<b>1.12%</b>
	<b>Total Revenue</b>	<b>2,436,782</b>	<b>2,501,006</b>	<b>2,565,096</b>	<b>2,565,096</b>	<b>1,441,333</b>	<b>2,743,078</b>	<b>2,903,858</b>	<b>338,762</b>	<b>13.21%</b>	<b>2,734,067</b>	<b>2,994,940</b>	<b>91,082</b>	<b>3.14%</b>
<b>Salaries:</b>														
6100	Salaries	754,122	724,868	816,451	814,391	510,452	847,137	847,137	(32,747)	(4.02%)	872,727	872,727	(25,589)	(3.02%)
6101	Overtime	40,000	16,674	40,000	40,000	11,093	40,000	40,000	0	0.00%	40,000	40,000	0	0.00%
6102	Severance Pay	0	7,325	0	2,060	2,060	0	0	2,060	100.00%	0	0	0	0.00%
6103	Accumulated Sick/Personal Days	0	(11,590)	0	0	0	0	0	0	0.00%	0	0	0	0.00%

# Town of Southampton

## 2020 Tentative Budget

### Waste Management Recycling Centers - 8161

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual					2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Tentative Difference	2021 Tentative/2020 Tentative % of Change
							2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change				
6104	Holiday	0	12,291	0	0	0	0	0	0	0.00%	0	0	0	0.00%
6105	Part Time Salaries	30,000	11,343	30,600	30,600	4,992	31,212	31,212	(612)	(2.00%)	31,836	31,836	(624)	(2.00%)
6110	Longevity	24,408	16,585	22,520	22,520	0	19,153	19,153	3,367	14.95%	19,596	19,596	(443)	(2.31%)
6127	Cash in Lieu of Health Benefits	8,101	12,019	6,002	13,187	6,142	12,046	12,046	1,141	8.65%	12,046	12,046	0	0.00%
<b>Total Salaries</b>		<b>856,631</b>	<b>789,514</b>	<b>915,573</b>	<b>922,758</b>	<b>534,739</b>	<b>949,549</b>	<b>949,549</b>	<b>(26,791)</b>	<b>(2.90%)</b>	<b>976,205</b>	<b>976,205</b>	<b>(26,656)</b>	<b>(2.81%)</b>
<b>Employee Benefits - Current:</b>														
6810	Employee Retirement - Active	118,303	109,904	115,276	115,276	67,477	118,224	118,519	(3,243)	(2.81%)	121,733	122,037	(3,518)	(2.97%)
6830	FICA Tax Expenditure	71,439	60,113	74,290	74,290	39,978	77,850	78,034	(3,744)	(5.04%)	80,044	80,233	(2,200)	(2.82%)
6835	MTA Tax	3,177	2,641	3,304	3,304	1,781	3,462	3,471	(166)	(5.04%)	3,560	3,568	(98)	(2.81%)
6840	Worker's Compensation	76,687	68,700	55,016	55,016	30,737	67,577	69,978	(14,962)	(27.20%)	69,596	72,074	(2,096)	(3.00%)
6860	Medical Insurance - Active Employees	275,652	195,973	345,360	338,175	142,700	288,732	261,624	76,551	22.64%	288,732	261,624	0	0.00%
6865	Dental & Optical	21,082	18,836	22,644	22,644	13,392	23,460	23,460	(816)	(3.60%)	23,460	23,460	0	0.00%
6875	Disability	518	32	331	331	0	331	331	0	0.00%	331	331	0	0.00%
<b>Total Employee Benefits - Current</b>		<b>566,858</b>	<b>456,200</b>	<b>616,221</b>	<b>609,036</b>	<b>296,066</b>	<b>579,636</b>	<b>555,416</b>	<b>53,620</b>	<b>8.80%</b>	<b>587,454</b>	<b>563,328</b>	<b>(7,911)</b>	<b>(1.42%)</b>
<b>Total Employee Costs</b>		<b>1,423,490</b>	<b>1,245,714</b>	<b>1,531,794</b>	<b>1,531,794</b>	<b>830,805</b>	<b>1,529,185</b>	<b>1,504,965</b>	<b>26,829</b>	<b>1.75%</b>	<b>1,563,659</b>	<b>1,539,533</b>	<b>(34,568)</b>	<b>(2.30%)</b>
<b>Contractual:</b>														
6401	Contracts	81,950	79,623	91,950	91,950	37,601	92,000	92,000	(50)	(0.05%)	83,950	83,950	8,050	8.75%
6403	Gasoline	10,500	15,971	13,000	13,000	9,241	13,000	13,000	0	0.00%	10,500	10,500	2,500	19.23%
6404	Electric	22,000	19,735	22,000	22,000	13,472	22,000	22,000	0	0.00%	22,000	22,000	0	0.00%
6405	Fuel Oil	8,000	6,894	8,000	8,000	4,602	9,000	9,000	(1,000)	(12.50%)	9,000	9,000	0	0.00%
6406	Repair Equipment	50,000	63,227	50,000	50,000	43,918	62,500	62,500	(12,500)	(25.00%)	62,500	62,500	0	0.00%
6407	Repair Building	5,000	4,520	5,000	5,000	889	7,500	7,500	(2,500)	(49.99%)	7,500	7,500	0	0.00%

**Town of Southampton**  
**2020 Tentative Budget**  
Waste Management Recycling Centers - 8161

Account Code	Description	2018 Adopted Budget	2018 Actual	2019 Adopted Budget	2019 Amended Budget	2019 Dec YTD Actual	2020 Requested Budget	2020 Tentative Budget	2020 Tentative/2019 Amended Difference	2020 Tentative/2019 Amended % of Change	2021 Requested Budget	2021 Tentative Budget	2021 Tentative/2020 Difference	2021 Tentative/2020 % of Change
6414	Rentals	0	0	0	0	0	2,000	2,000	(2,000)	(100.00%)	2,000	2,000	0	0.00%
6418	Uniforms	2,000	1,329	2,000	2,000	1,167	2,000	2,000	0	0.00%	2,000	2,000	0	0.00%
6420	Other	3,600	6,294	3,600	3,700	4,303	5,500	5,500	(1,800)	(48.65%)	5,500	5,500	0	0.00%
6433	Safety Equipment	4,500	4,039	4,500	4,500	2,996	4,700	4,700	(200)	(4.44%)	4,700	4,700	0	0.00%
6441	Diesel Fuel	65,000	10,689	65,000	64,900	16,252	65,000	40,000	24,900	38.37%	65,000	40,000	0	0.00%
6447	Salt	3,000	3,177	3,178	3,178	913	3,175	3,175	3	0.09%	3,000	3,000	175	5.51%
6455	Depreciation	0	360,101	0	0	191,724	0	0	0	0.00%	0	0	0	0.00%
6458	Tipping Fees	574,700	526,040	550,000	550,000	309,655	674,000	674,000	(124,000)	(22.55%)	674,000	684,000	(10,000)	(1.48%)
6485	Uniform Cleaning	800	656	800	800	0	0	0	800	100.00%	800	800	(800)	(100.00%)
	<b>Total Contractual</b>	<b>831,050</b>	<b>1,102,295</b>	<b>819,028</b>	<b>819,028</b>	<b>636,734</b>	<b>962,375</b>	<b>937,375</b>	<b>(118,347)</b>	<b>(14.45%)</b>	<b>952,450</b>	<b>937,450</b>	<b>(75)</b>	<b>(0.01%)</b>
	<b>Debt Service:</b>													
6600	Debt Service Principal Expense	383,008	0	419,864	419,864	0	444,896	444,896	(25,032)	(5.96%)	432,667	432,667	12,229	2.75%
6700	Debt Service Interest Expense	99,234	93,609	94,410	94,410	67,194	106,622	106,622	(12,212)	(12.94%)	85,291	85,291	21,331	20.01%
6900	Interfund Transfer Expense	0	176,000	0	0	0	0	0	0	0.00%	0	0	0	0.00%
	<b>Total Debt Service</b>	<b>482,242</b>	<b>269,609</b>	<b>514,274</b>	<b>514,274</b>	<b>67,194</b>	<b>551,518</b>	<b>551,518</b>	<b>(37,244)</b>	<b>(7.24%)</b>	<b>517,958</b>	<b>517,958</b>	<b>33,560</b>	<b>6.09%</b>
	<b>Total Expenditures</b>	<b>2,736,782</b>	<b>2,617,617</b>	<b>2,865,096</b>	<b>2,865,096</b>	<b>1,534,733</b>	<b>3,043,078</b>	<b>2,993,858</b>	<b>(128,762)</b>	<b>(4.49%)</b>	<b>3,034,067</b>	<b>2,994,941</b>	<b>(1,083)</b>	<b>(0.04%)</b>
	<b>Net Surplus (Deficit)</b>	<b>(300,000)</b>	<b>(116,611)</b>	<b>(300,000)</b>	<b>(300,000)</b>	<b>(93,400)</b>	<b>(300,000)</b>	<b>(90,000)</b>			<b>(300,000)</b>	<b>0</b>		
	<b>Appropriated Fund Balance:</b>													
9090	Appropriated Fund Balance	300,000	0	300,000	300,000	0	300,000	90,000			300,000	0		