

TRUSTEES OFFICE

2017 ORGANIZATIONAL CHART

OFFICE

BOARD OF TRUSTEES

Edward J. Warner Jr Trustee, President
Scott M. Horowitz Trustee, Secretary - Treasurer
William Pell IV Trustee
Eric Shultz Trustee
Bruce A. Stafford Trustee

- Preserves public access to the water;
- Upholds the traditions of a maritime community;
- Advises the Town Board on coastal related issues;
- Informs the public of the Facts of Coastal Issues and Policy;
- Represents the best interest of the freeholders;
- Maintains and protect surface water quality;
- Regulates dock and bulkhead construction and impacts;
- Promotes sustainable harvest of commercial shellfish and finfish;
- Provides a safe marine environment;
- Inspects all structures built on bay bottom;

LEGISLATIVE SECRETARY

Lisa Dunlap

- Prepares the Trustee's Board Meeting and Work Session Meeting minutes, which are held a minimum of six (6) times per month;
- Prepares all Regular, Special meeting and Work Session agendas;
- Reviews daily mail, bills, letters, notices from the Army Corp of Engineers, tax forms, agenda items, NYSDEC notices, new applications, referrals, etc.;
- Prepares all correspondence, e-mails, inter-office memorandums, etc. at the request of each individual Trustee;
- Processes and types all correspondence relating to the Road Review Department referrals and distributes to appropriate Trustee;
- Manages lease renewals and collects fees for dock space at Trustee's Basin;
- Supervises full-time, part-time and seasonal staff including providing supervision and administrative support to the Marine Maintenance staff and Endangered Species Management staff;
- Reviews all Trustee Town GL Accounts and payroll spending, as per budget;
- Supervise all Accounts Payable/Budget Transfers;
- Prepares and processes Public Hearing Notices and Legal Notices;
- Processes Beach Event applications, collects fees and forwards to Trustee;
- Maintains Trustee's record books;
- Review and Approve all financial data input into Town's Workplace/Paramount Financial System
Inputs all financial data on Unix (the Town's Financial Computer System);
- Processes all dock, bulkhead and dredging applications and assesses for completeness before distribution, including the calculating and receipt of all fees;
- Supervises the permit sales in the office (Residential Shellfish Licenses, Duck Blind Permits, Pot, Gill Net Permits, Moorings, Ramp permits, 4x4 permits, Guides Licenses, Commercial Shellfish licenses).
- Maintains and inputs all AssurceForce Time Sheets
- Updates all forms

ENVIRONMENTAL ANALYST*

James Duryea

- Processes all Trustee General Permit Applications;
- Maintains cut opening list for Mecox and Sagaponack Inlets;
- Answers the public's questions regarding Permits and Environmental Issues;
- Conducts weekly salinity readings and GPS coordinates at Mecox Bay and Sagaponack Pond;
- Manages the threatened and endangered species program;
- Manages applications/renewals of DEC permits;
- Manages applications/renewals of dredging permits;
- Provides technical expertise on new programs/projects;
- Attends environmental meetings and report to trustees;
- Provides direct correspondence to NYSDEC, Army Corps, SCHD/FWS and all permit consultants.

PART-TIME OFFICE STAFF

Rachel Longobardi
Jenny Gonzalez

- Answers phones and responds to constituent requests
- Processes all applications for 4X4 permits, ramp permits, mooring permits, commercial and residential shellfish permits, etc.
- Clerical typing, laminating, mail, photocopying, filing and cash register

SENIOR CLERK TYPIST

Jessica Goleski

- Takes-in, processes and maintains Town Trustees applications and Permits;
- Processes Freedom of Information Law Requests;
- Assists with trustees requests;
- Coordinates permit applications with the Bay Constables;
- Answers phones and responds to constituent requests;
- Acts as a liaison between the public and the Trustees;
- Renewal and cancellation mailings for permits;
- Maintain waiting lists for dock lottery, duck blind registry, and mooring permits;
- Processes commencement and completion notices;
- Clerical typing, laminating, mail room, photocopying, filing, cash register.

LEGISLATIVE AIDE

Brandy Campbell

- Pump out waste totals;
- Mail room/answer phones/photocopy/inventory of supplies;
- Bank runs, clerical typing and laminating;
- Maintains and files of all trustees applications and permits;
- Operates cash register/close cash register daily;
- Processes foil requests; Assists with trustees request,
- Maintains and balances all office bank/checking accounts;
- Processes and types all correspondence relating to building and zoning,
- Keeps track of spending in all trustee town GL accounts and payroll spending, as per budget;
- Accounts payable/budget transfers;
- Inputs all financial data on Unix (the Town's Financial Computer System).
- Processes and types all correspondence relating Building and Zoning, Planning Department and Road Review Department referrals and distributes to appropriate Trustee;

BUILDING & GROUNDS

WATER WAYS MAINTENANCE MECHANIC III SUPERVISOR*

Harry Miller

- Supervises crew, participates in all maintenance work and ensures safety;
- Schedules work by priority basis with manpower, weather, and other hazards;
- Trains workers in all activities and use of required equipment;
- Record Keeping: Time records of crew/ Inventory of equipment and material;
- Repairs, fabricates and maintains all aids to navigation;
- Builds, repairs and maintains all fixed docks and floating docks, walkways, bulkheads, boat ramps, barns and shops;
- Pump out Boat Operations: maintain and repairs a seven boat fleet.

PART-TIME PROGRAM AIDE I *

Part Time (6)

PUMP-OUT BOAT OPERATORS PROGRAM AIDE I *

Part Time (7)

WATER WAYS MAINTENANCE MECHANIC II (2)

Edward White
Patrick Mullen

- Building Maintenance: Maintains operation of heating systems and electrical systems, painting buildings, general structural repairs, windows, doors, locks, etc.;
- Operates: power tools, winches, pumps, mowers, small front end loader;
- Clean ups on Trustee roads, patches pot holes, cuts and cleans brush;
- Sign Work: Fabricates, letter, silkscreen, paint; refurbishes and installs signs;
- Repairs: mowers, pumps, power equipment, light vehicle maintenance, etc.;
- Provides grounds maintenance: mowing, fertilizing, and seeding. Installs of benches/ tables.
- Removes snow from Trustee parking areas, walkways and stairs.
- Assists local community groups in related activities.

* Funded directly by Trustees

Department Summary

Department: Board of Trustees

Budget Year: 2017
Division: Board of Trustees
Tax District: Full Town

Cost Center #: 8700
Manager:

NOTES:

Departmental Mission & Responsibilities:

The Trustees are a select group of individuals whose sole responsibility is the protection of the shores, bays and lake bottoms and their produce for the benefit of the Town's residents.

The Trustees work with all segments of the population. They must be aware of any law that relates to the local resident, the weekender, the commercial fisherman, the developer, or the homeowner hoping to improve his property on the water's edge. The Trustees must be aware of the effects of any decisions they render upon the environment and its resources.

Each Trustee has the following responsibilities:

1. To make decisions affecting the wetlands.
2. To conduct a routine inspection of individual areas.
3. To work with the Bay Constables, who are available to the Trustees with respect to the enforcement of Trustee rules and regulations and Town Code provisions related to Trustee lands and waters.
4. To conduct inspections at the request of all governmental agencies, relating to property within 500 feet of any surface water.
5. To conduct inspections on all applications to the Board of Trustees (i.e., construction of bulkheads, docks, dredging and moorings).
6. To answer queries and complaints from the general public.
7. To work with the Town Attorney regarding all legal matters.
8. To sign all legal documents.
9. To arrange for and supervise maintenance dredging.
10. To prepare, budget for, oversee, and police shellfish transplants in the Town waters.
11. To prepare specifications for bids.
12. To promulgate rules and regulations for the Board.

The Waterways Maintenance Mechanics are overseen by the Trustees and have the following responsibilities:

1. Provide a safe marine environment for the citizens of and visitors to our Town. This includes the maintenance of safe waterways and wetlands, protection of water quality, and maintenance of Town marine facilities.
2. Place all navigation aids in the waters of the Town and make repairs to same.
3. Remove hazards to navigation.
4. Provide general maintenance to docks, bulkheads and ramps, including building and installing floating docks, fixed docks and signs; and cleaning and repairing ramps, as needed.
5. Maintain power tools, pumps, boats and other equipment, as required. Create and place signs used by department (speed, ramp, beach driving and others).

Department Summary

Department: Board of Trustees

Budget Year: 2017
Division: Board of Trustees
Tax District: Full Town

Cost Center #: 8700
Manager:

NOTES:

6. Provide general building and ground maintenance by doing carpentry, masonry, electrical, plumbing and painting to department property. Maintain Trustee properties and rights-of-way (tree trimming, grass).
7. Assist Bay Constables with boat impounds and shellfish programs. Responsible for having knowledge of Town waters and waterways. Operate and maintain 25' barge and other department boats.

The Secretary to the Board of Trustees, overseen by the President of the Board, has the following responsibilities:

1. Prepare bimonthly Board meeting agendas, minutes of each meeting, reports and summaries of business transacted.
2. Receive, sort, and process all incoming mail for department members, including but not limited to, all applications for permits (bulkheads, dredging, docks, moorings, ramps and beach four-wheel drive vehicles).
3. Issue and maintain file for all Town Commercial Shellfish licenses.
4. Maintain file for all resident, freeholders and temporary resident shellfish licenses issued by the Town Clerk's Office.
5. Issue and maintain file for all Town Guide Licenses.
6. Maintain records for all fish traps, pots, gill nets and in Town waters and types renewal notices.
7. Maintain all records for duck blind permits and renewals and assist Bay Constables with map placement location.
8. Notify local newspapers, radio stations, and the public regarding public meetings, notice to bidders, changes in Trustees' Rules and Regulations.
9. Process all bids for department vehicles, boats and motors, including typing and mailing specifications.
10. Maintain all records for dock lottery participants and permit holders and assist Bay Constable with slip assignments.
11. Prepare confidential letters for Trustees regarding litigation, general correspondence and numerous reports.
12. Receive, sort, prepare, and answer all requests for building referrals and inspections.
13. Issue all permits approved by the Board.
14. Issue four-wheel drive and ramp permit stickers to the general public.
15. Prepare and type all invoices, purchase orders, and vouchers against the the Trustees' annual budget.
16. Answer telephones and relay emergency calls to Bay Constables and pump-out boat operators.
17. Maintain inventory of Department of Motor Vehicle ("DMV") titles, registrations, warranties, and service contracts on department equipment, including patrol boats and trailers, patrol vehicles, all shop equipment and office equipment.
18. Responsible for all bookkeeping and bank deposits, including impound fees.

Workload:

There are five Trustees in the Town of Southampton, each responsible for monitoring a specific area of wetlands in the Town. Each Trustee is a member of the Board, which is overseen by the President. The President of the Trustees, in addition to monitoring an assigned wetlands area, is also responsible supervising the workings of the office. The President also oversees administration of the pump-out program for Town waters, which includes approximately seven (7) seasonal boat operators and administers the Town's Piping Plover Program, which includes four (4) seasonal Coastal Stewards.

Department Summary

Department: Board of Trustees

Budget Year: 2017
Division: Board of Trustees
Tax District: Full Town

Cost Center #: 8700
Manager:

Goals & Objectives:

The Dongan Patent was granted more than 300 years ago, and is still ruled as valid by the Courts of the State of New York and the Supreme Court of the United States. This patent established that a portion of the Town of Southampton, approximately 25,000 acres, consisting of waters and land under the waters, were to be vested in the Trustees of the Freeholders and Commonalty of the Town of Southampton. The Trustees are to act as custodians of the same in a manner, which in their judgment, will best serve the interests of the inhabitants of the Town.

Legal Authority:

The Board of Trustees was established in 1686 by the Dongan Patent. This document, granted more than 300 years ago, is still ruled as valid by the Courts of the State of New York and the Supreme Court of the United States. This patent established that a portion of the Town of Southampton, approximately 25,000 acres, consisting of waters and land under the waters together with numerous Right of Ways to the waters, were to be vested in the Trustees of the Freeholders and Commonalty of the Town of Southampton. The Trustees are to act as custodians of the same in a manner, which in their judgment, will best serve the interests of the inhabitants of the Town.

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 1/1/17	Alloc. %
Board of Trustees													
Board of Trustees Summary													
Board of Trustees - 8700													
Legislative Aide	ADMINSUPPORT	45,900	0	2,256	48,156	1,299	3,684	6,814	1,606	13,404	61,560	0.7	100.0
Legislative Secretary	ADMINSUPPORT	90,218	3,538	0	93,756	24,615	7,172	13,266	1,385	46,439	140,195	16.3	100.0
Waterways Maintenance Mechanic III	ADMINSUPPORT	66,638	0	0	66,638	24,231	5,098	9,429	7,132	45,890	112,528	4.6	100.0
Environmental Analyst	CSEA40HOUR - 7-1-2010 / G / 1	57,900	0	0	57,900	11,432	4,429	8,193	892	24,946	82,846	0.8	100.0
Senior Clerk Typist	CSEA40HOUR - 7-1-2010 / C / 7	47,627	0	0	47,627	12,548	3,643	6,739	738	23,670	71,297	2.6	100.0
Maintenance Mechanic II	CSEA40HOUR-NEW / D / 5	51,365	3,082	0	54,447	12,548	4,165	7,704	3,988	28,405	82,852	11.3	100.0
Maintenance Mechanic II	CSEA40HOUR-NEW / D / 5	51,365	4,109	0	55,474	12,548	4,244	7,850	4,062	28,704	84,178	16.2	100.0
Trustee	ELECTOFFICIALS	25,363	0	0	25,363	24,620	1,940	3,589	115	30,265	55,627	1.0	100.0
Trustee	ELECTOFFICIALS	32,155	498	0	32,653	24,620	2,498	4,620	510	32,248	64,901	10.8	100.0
Trustee	ELECTOFFICIALS	25,363	1,244	0	26,607	24,620	2,035	3,765	411	30,832	57,439	35.8	100.0
Trustee	ELECTOFFICIALS	25,363	0	2,256	27,619	1,304	2,113	3,908	414	7,740	35,359	3.0	100.0
Trustee	ELECTOFFICIALS	25,363	0	0	25,363	24,620	1,940	3,589	1,117	31,266	56,629	13.0	100.0
Marine Maintenance	PART-TIME	8,400	0	0	8,400	0	643	0	924	1,567	9,967		100.0
Marine Maintenance	PART-TIME	8,400	0	0	8,400	0	643	0	924	1,567	9,967		100.0
Program Aide	PART-TIME	16,500	0	0	16,500	0	1,262	0	275	1,537	18,037		100.0
Program Aide 002	PART-TIME	16,500	0	0	16,500	0	1,262	0	275	1,537	18,037		100.0
Coastal Steward	SEASONAL	9,800	0	0	9,800	0	750	0	364	1,114	10,914		100.0
Program Aide I	SEASONAL	9,800	0	0	9,800	0	750	0	364	1,114	10,914		100.0
Program Aide I	SEASONAL	9,800	0	0	9,800	0	750	0	364	1,114	10,914		100.0
Program Aide I	SEASONAL	9,800	0	0	9,800	0	750	0	450	1,200	11,000		100.0
Total Board of Trustees - 8700		633,619	12,471	4,512	650,602	199,010	49,771	79,467	26,309	354,557	1,005,158		

NOTES:

Town of Southampton
2017 Adopted Budget
Board of Trustees - 8700

Account Code	Description	2015 Adopted Budget	2015 Actual	2016 Adopted Budget	2016 Amended Budget	2016 Dec YTD Actual	2017 Requested Budget	2017 Tentative Budget	2017 Preliminary Budget	2017 Adopted Budget	2017 Adopted / 2016 Amended Difference	2017 Adopted / 2016 Amended % of Change	2018 Requested Budget	2018 Tentative Budget	2018 Preliminary Budget	2018 Adopted Budget
Real Property Taxes:																
1001	Property Taxes	678,137	710,556	791,897	786,178	786,178	872,701	875,338	875,338	875,338	89,160	11.34%	888,649	891,343	891,343	891,343
	Total Real Property Taxes	678,137	710,556	791,897	786,178	786,178	872,701	875,338	875,338	875,338	89,160	11.34%	888,649	891,343	891,343	891,343
Other Revenue:																
2210	Intergovernmental Revenue	165,000	164,999	165,000	165,000	126,650	190,000	190,000	190,000	190,000	25,000	15.15%	190,000	190,000	190,000	190,000
2701	Miscellaneous Tax Receipts	0	1,447	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
	Total Other Revenue	165,000	166,446	165,000	165,000	126,650	190,000	190,000	190,000	190,000	25,000	15.15%	190,000	190,000	190,000	190,000
	Total Revenue	843,137	877,002	956,897	951,178	912,828	1,062,701	1,065,338	1,065,338	1,065,338	114,160	12.00%	1,078,649	1,081,343	1,081,343	1,081,343
Salaries:																
6100	Salaries	436,562	446,930	486,053	478,754	448,892	544,619	544,619	544,619	544,619	(65,864)	(13.76%)	557,183	557,183	557,183	557,183
6101	Overtime	7,000	3,781	7,000	7,500	7,202	7,000	7,000	7,000	7,000	500	6.67%	7,000	7,000	7,000	7,000
6105	Part Time Salaries	61,340	88,544	89,000	89,000	83,189	89,000	89,000	89,000	89,000	0	0.00%	89,000	89,000	89,000	89,000
6110	Longevity	6,582	6,591	9,670	9,670	7,773	12,471	12,471	12,471	12,471	(2,801)	(28.97%)	12,644	12,644	12,644	12,644
6113	Other Pay	2,500	0	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
6127	Cash in Lieu of Health Benefits	3,000	3,000	3,000	5,000	1,916	4,512	4,512	4,512	4,512	488	9.76%	4,512	4,512	4,512	4,512
	Total Salaries	516,984	548,845	594,723	589,924	548,972	657,602	657,602	657,602	657,602	(67,677)	(11.47%)	670,339	670,339	670,339	670,339
Employee Benefits - Current:																
6810	Employee Retirement - Active	74,683	79,438	83,287	83,287	76,331	78,624	79,467	79,467	79,467	3,820	4.59%	80,407	81,269	81,269	81,269
6830	FICA Tax Expenditure	39,564	40,861	45,511	45,111	41,538	50,321	50,321	50,321	50,321	(5,210)	(11.55%)	51,295	51,295	51,295	51,295
6835	MTA Tax	1,774	1,807	2,028	2,008	1,829	2,242	2,242	2,242	2,242	(234)	(11.64%)	2,285	2,285	2,285	2,285
6840	Worker's Compensation	18,117	16,354	19,191	19,191	18,883	21,727	23,521	23,521	23,521	(4,331)	(22.57%)	22,137	23,969	23,969	23,969
6860	Medical Insurance - Active Employees	138,888	133,960	144,672	144,672	133,547	183,372	183,372	183,372	183,372	(38,700)	(26.75%)	183,372	183,372	183,372	183,372
6865	Dental & Optical	14,338	12,116	14,338	13,838	10,209	15,638	15,638	15,638	15,638	(1,799)	(13.00%)	15,638	15,638	15,638	15,638
6875	Disability	490	333	547	547	287	576	576	576	576	(29)	(5.26%)	576	576	576	576
	Total Employee Benefits - Current	287,853	284,870	309,574	308,654	282,623	352,500	355,137	355,137	355,137	(46,483)	(15.06%)	355,710	358,404	358,404	358,404
	Total Employee Costs	804,837	833,715	904,297	898,578	831,595	1,010,101	1,012,738	1,012,738	1,012,738	(114,160)	(12.70%)	1,026,049	1,028,743	1,028,743	1,028,743
Contractual:																
6403	Gasoline	14,000	11,112	15,000	9,820	7,571	10,500	10,500	10,500	10,500	(680)	(6.92%)	10,500	10,500	10,500	10,500
6404	Electric	3,000	(585)	3,000	2,000	1,761	2,000	2,000	2,000	2,000	0	0.00%	2,000	2,000	2,000	2,000
6405	Fuel Oil	5,000	159	4,000	7,000	3,024	4,000	4,000	4,000	4,000	3,000	42.86%	4,000	4,000	4,000	4,000
6406	Repair Equipment	1,000	30	1,000	2,000	1,517	2,000	2,000	2,000	2,000	0	0.00%	2,000	2,000	2,000	2,000
6411	Printing and Stationery	500	0	500	2,200	1,191	2,500	2,500	2,500	2,500	(300)	(13.64%)	2,500	2,500	2,500	2,500
6418	Uniforms	500	735	500	500	419	500	500	500	500	0	0.00%	500	500	500	500
6420	Other	500	0	500	240	90	500	500	500	500	(260)	(108.33%)	500	500	500	500
6421	Legal Notices	1,200	539	1,000	1,000	722	1,000	1,000	1,000	1,000	0	0.00%	1,000	1,000	1,000	1,000
6423	Small Equipment (Non-Capital)	1,000	44	2,000	2,000	1,806	2,000	2,000	2,000	2,000	0	0.00%	2,000	2,000	2,000	2,000
6425	Office Supplies	1,300	2,996	2,800	4,500	3,233	2,800	2,800	2,800	2,800	1,700	37.78%	2,800	2,800	2,800	2,800
6426	Supplies - Other	5,000	2,813	5,000	12,077	11,233	12,000	12,000	12,000	12,000	77	0.64%	12,000	12,000	12,000	12,000
6444	Mileage Reimbursement	0	0	0	960	660	500	500	500	500	460	47.92%	500	500	500	500
6456	Stocking Fish	0	0	12,500	2,000	0	8,000	8,000	8,000	8,000	(6,000)	(300.00%)	8,000	8,000	8,000	8,000
6466	Telephone - Wireless	800	604	800	800	280	800	800	800	800	0	0.00%	800	800	800	800

Town of Southampton
2017 Adopted Budget
Board of Trustees - 8700

Account Code	Description	2015 Adopted Budget	2015 Actual	2016 Adopted Budget	2016 Amended Budget	2016 Dec YTD Actual						2017 Adopted / 2016 Amended	2017 Adopted / 2016 Amended	2018 Requested Budget	2018 Tentative Budget	2018 Preliminary Budget	2018 Adopted Budget
							2017 Requested Budget	2017 Tentative Budget	2017 Preliminary Budget	2017 Adopted Budget	Difference	% of Change					
6474	Other - Landfill Charges	2,500	1,849	2,500	4,153	3,186	2,500	2,500	2,500	2,500	1,653	39.80%	2,500	2,500	2,500	2,500	
6477	Copier Leases	2,000	1,249	1,500	1,350	1,262	1,000	1,000	1,000	1,000	350	25.93%	1,000	1,000	1,000	1,000	
	Total Contractual	38,300	21,545	52,600	52,600	37,955	52,600	52,600	52,600	52,600	0	0.00%	52,600	52,600	52,600	52,600	
	Total Expenditures	843,137	855,260	956,897	951,178	869,549	1,062,701	1,065,338	1,065,338	1,065,338	(114,160)	(12.00%)	1,078,649	1,081,343	1,081,343	1,081,343	
	Net Surplus (Deficit)	0	21,742	0	0	43,279	0	0	0	0			0	0	0	0	

Department Summary

Department: Pump-Out Boat Division

Budget Year: 2017

Division: Board of Trustees

Tax District: Full Town

Cost Center #: 8189

Manager:

NOTES:

Departmental Mission & Responsibilities:

The marine Pump-Out Program was initiated by the Southampton Board of Trustees in 1995. This program was intended to prevent the illegal discharge of waste into local waters. Marine waste is considered hazardous material and discharge into our waters can have serious effects, including health issues and closures to both swimming and shell fishing areas. The program has pumped over 1 million gallons of sewage from the boaters using our waterways. Both the Peconic Bay Estuary and the South Shore Estuary are now designated as "No Discharge Zones." The Trustees' Pump Out program was instrumental in this designation.

Workload:

The Board of Trustees, with the assistance from the Town Bay Constables, operates seven pump-out vessels, each with the capacity to retrieve up to 250 gallons of marine waste. The pump-out vessel is on call by VHF radio and is available to all boaters in Southampton Town waters and the Peconic Estuary, free of charge.

The pump-out program is expected to remove in excess of 112,000 gallons of marine waste from local waters, per year. This program is extremely effective and beneficial to Southampton's environmental, social and economic health. Our aim is to increase the pump-out boat activity by 10%.

Goals & Objectives:

This program is extremely effective and beneficial to Southampton's environmental, social and economic health. The Trustees have established a goal to increase the pump-out boat activity by 10%.

Legal Authority:

The Board of Trustees has been charged with the authority to oversee and administer Southampton's Marine Pump-Out Program. This program is the first in New York State and the largest program with respect to both area of coverage and volume of marine waste that was recovered.

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 1/1/17	Alloc. %
Board of Trustees													
Board of Trustees Summary													
Pump-Out Boat Division - 8189													
Program Aide I	SEASONAL	9,600	0	0	9,600	0	734	0	442	1,176	10,776		100.0
Program Aide I	SEASONAL	9,600	0	0	9,600	0	734	0	442	1,176	10,776		100.0
Program Aide I	SEASONAL	9,600	0	0	9,600	0	734	0	442	1,176	10,776		100.0
Program Aide I	SEASONAL	9,600	0	0	9,600	0	734	0	442	1,176	10,776		100.0
Program Aide I	SEASONAL	9,600	0	0	9,600	0	734	0	442	1,176	10,776		100.0
Program Aide I	SEASONAL	9,600	0	0	9,600	0	734	0	442	1,176	10,776		100.0
Total Pump-Out Boat Division - 8189		57,600	0	0	57,600	0	4,406	0	2,650	7,056	64,656		

NOTES:

Town of Southampton

2017 Adopted Budget

Pump-Out Boat Division - 8189

Account Code	Description	2015 Adopted Budget	2015 Actual	2016 Adopted Budget	2016 Amended Budget	2016 Dec YTD Actual	2017 Requested Budget	2017 Tentative Budget	2017 Preliminary Budget	2017 Adopted Budget	2017 Adopted / 2016 Amended Difference	2017 Adopted / 2016 Amended % of Change	2018 Requested Budget	2018 Tentative Budget	2018 Preliminary Budget	2018 Adopted Budget
Real Property Taxes:																
1001	Property Taxes	67,748	63,340	75,701	78,701	78,701	85,935	86,156	86,156	86,156	7,455	9.47%	70,935	71,156	71,156	71,156
	Total Real Property Taxes	67,748	63,340	75,701	78,701	78,701	85,935	86,156	86,156	86,156	7,455	9.47%	70,935	71,156	71,156	71,156
Other Revenue:																
3020	Pump-Out Boats-Clean Vessel Grant	30,000	0	35,000	35,000	0	0	0	0	0	(35,000)	(100.00%)	0	0	0	0
4020	Clean Vessel	0	25,000	0	60,000	30,000	30,000	30,000	30,000	30,000	(30,000)	(50.00%)	30,000	30,000	30,000	30,000
5031	Interfund Transfer - Revenue	0	0	0	20,000	20,000	0	0	0	0	(20,000)	(100.00%)	0	0	0	0
	Total Other Revenue	30,000	25,000	35,000	115,000	50,000	30,000	30,000	30,000	30,000	(85,000)	(73.91%)	30,000	30,000	30,000	30,000
	Total Revenue	97,748	88,340	110,701	193,701	128,701	115,935	116,156	116,156	116,156	(77,545)	(40.03%)	100,935	101,156	101,156	101,156
Salaries:																
6101	Overtime	0	0	0	2,000	1,915	0	0	0	0	2,000	100.00%	0	0	0	0
6105	Part Time Salaries	60,004	56,076	52,908	51,908	47,123	57,600	57,600	57,600	57,600	(5,692)	(10.97%)	57,600	57,600	57,600	57,600
	Total Salaries	60,004	56,076	52,908	53,908	49,038	57,600	57,600	57,600	57,600	(3,692)	(6.85%)	57,600	57,600	57,600	57,600
Employee Benefits - Current:																
6830	FICA Tax Expenditure	4,590	4,290	4,047	4,047	3,751	4,406	4,406	4,406	4,406	(359)	(8.87%)	4,406	4,406	4,406	4,406
6835	MTA Tax	204	175	180	180	165	196	196	196	196	(16)	(8.87%)	196	196	196	196
6840	Worker's Compensation	2,146	1,938	1,893	1,893	1,862	2,060	2,281	2,281	2,281	(388)	(20.53%)	2,060	2,281	2,281	2,281
6875	Disability	202	86	173	173	63	173	173	173	173	0	0.00%	173	173	173	173
	Total Employee Benefits - Current	7,142	6,489	6,293	6,293	5,841	6,835	7,056	7,056	7,056	(763)	(12.13%)	6,835	7,056	7,056	7,056
	Total Employee Costs	67,146	62,565	59,201	60,201	54,879	64,435	64,656	64,656	64,656	(4,455)	(7.40%)	64,435	64,656	64,656	64,656
Equipment:																
6200	Equipment	0	0	15,000	105,000	12,326	15,000	15,000	15,000	15,000	90,000	85.71%	0	0	0	0
	Total Equipment	0	0	15,000	105,000	12,326	15,000	15,000	15,000	15,000	90,000	85.71%	0	0	0	0
Contractual:																
6401	Contracts	5,202	3,420	3,000	11,140	10,420	5,500	5,500	5,500	5,500	5,640	50.63%	5,500	5,500	5,500	5,500
6403	Gasoline	13,000	10,365	11,000	13,500	10,227	13,500	13,500	13,500	13,500	0	0.00%	13,500	13,500	13,500	13,500
6406	Repair Equipment	0	13,020	15,000	29,000	8,220	10,000	10,000	10,000	10,000	19,000	65.52%	10,000	10,000	10,000	10,000
6418	Uniforms	900	0	500	500	0	500	500	500	500	0	0.00%	500	500	500	500
6423	Small Equipment (Non-Capital)	1,500	0	1,000	0	0	1,000	1,000	1,000	1,000	(1,000)	(100.00%)	1,000	1,000	1,000	1,000
6426	Supplies - Other	2,000	582	1,000	400	296	1,000	1,000	1,000	1,000	(600)	(150.00%)	1,000	1,000	1,000	1,000
6480	Marine Charges	8,000	2,737	5,000	3,960	3,539	5,000	5,000	5,000	5,000	(1,040)	(26.26%)	5,000	5,000	5,000	5,000
	Total Contractual	30,602	30,125	36,500	58,500	32,701	36,500	36,500	36,500	36,500	22,000	37.61%	36,500	36,500	36,500	36,500
	Total Expenditures	97,748	92,689	110,701	223,701	99,906	115,935	116,156	116,156	116,156	107,545	48.08%	100,935	101,156	101,156	101,156
	Net Surplus (Deficit)	0	(4,349)	0	(30,000)	28,794	0	0	0	0			0	0	0	0
Appropriated Fund Balance:																
9090	Appropriated Fund Balance	0	0	0	30,000	0	0	0	0	0			0	0	0	0
	Net Surplus (Deficit)	0	(4,349)	0	0	28,794	0	0	0	0			0	0	0	0