

**Town of North Kingstown  
Rhode Island  
2016 – 2017  
Budget**

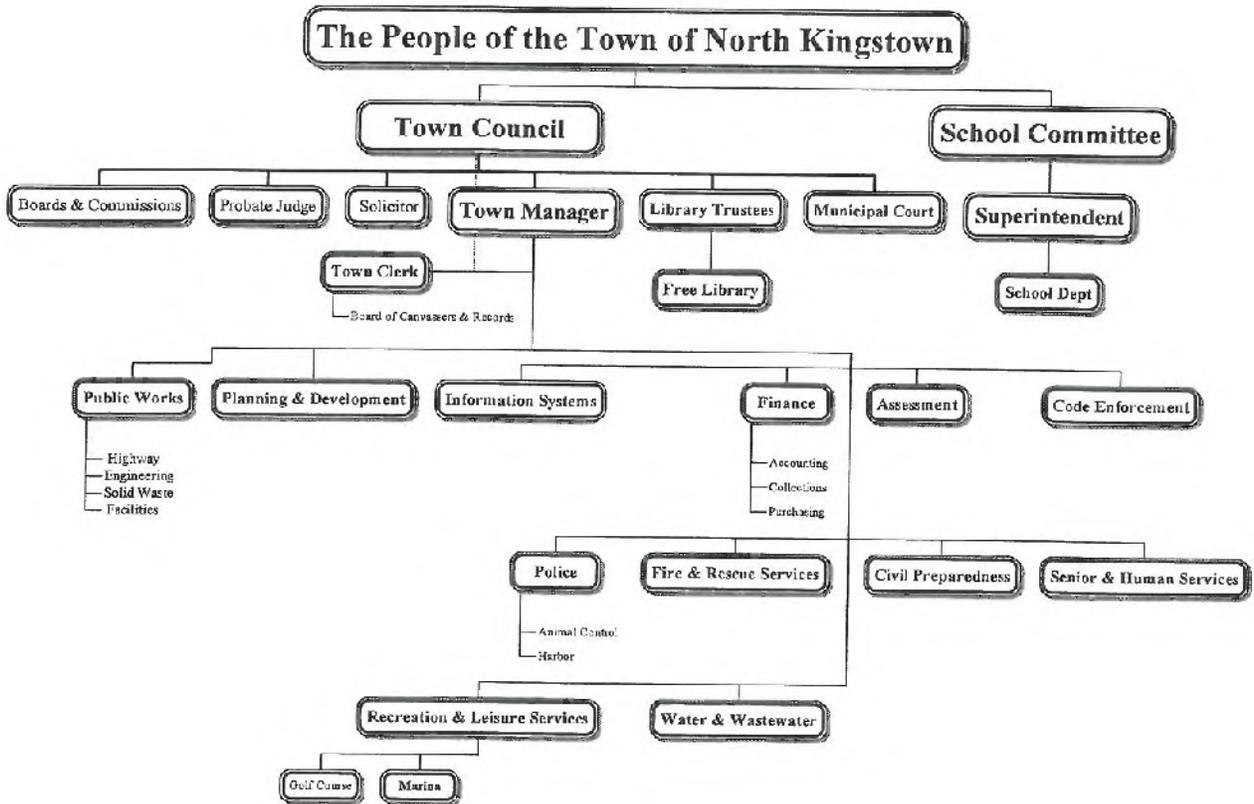


**INCORPORATED 1674**

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# NORTH KINGSTOWN GOVERNMENTAL ORGANIZATIONS



# TOWN OF NORTH KINGSTOWN OFFICIALS

## TOWN COUNCIL

**Kerry P. McKay – President**  
**Jason A. Albuquerque**  
**Carol H. Hueston**  
**Kevin V. Maloney**  
**Ellen S. Waxman**

TOWN MANAGER.....	Thomas Mulligan (Interim)
TOWN SOLICITOR.....	James Reilly
DIRECTOR OF FINANCE.....	Ted Przybyla
DIRECTOR OF PLANNING.....	Nicole LaFontaine
DIRECTOR OF PUBLIC WORK.....	Phil Bergeron
POLICE CHIEF .....	Capt Patrick Flanagan (Acting)
FIRE CHIEF .....	Dep. Chief Scott Kettelle (Acting)
DIRECTOR OF WATER SUPPLY.....	Susan Licardi
TOWN CLERK.....	Jeanette Alyward
TAX ASSESSOR.....	Linda Cwiek
BUILDING OFFICIAL.....	Gary Tedeschi
DIRECTOR OF RECREATION & LEISURE ACTIVITIES.....	Allen Southwick
DIRECTOR OF SENIOR & HUMAN SERVICES.....	Maric Marcotte
GIS MANAGER .....	Michael Forlingieri
CONTROLLER .....	Francine Hall
TOWN ENGINEER.....	Kim Wiegand
LIBRARY DIRECTOR .....	Cynthia Desrochers
SCHOOL SUPERINTENDENT .....	Dr. Philip Auger

## PREFACE

The Fiscal Year 2017 budget reflects a zero based budgeting process as required by the Town Council. According to “**Zero Base '80: The Status of Zero-base budgeting in the States**” zero based budgeting is “the review of all budget requests from point zero...”. The proposed Fiscal Year 2017 Operating Budget follows the same format as previous budget submissions, other than some minor format changes. The **Individual Department Sections** include mission statements, objectives, work plan, performance measures, personnel details, a financial summary and the zero based budget for each department. The **Capital Section** is a summary of all capital proposals relating to this coming fiscal year. Detail is provided on all capital projects that are included in the Town’s Capital Improvement Plan, which has been forwarded to the Town Council separately. The Capital Improvement Program is based upon the recommendations made by the Asset Management Commission. In accordance with adopted budget policy, capital projects for the enterprise funds are funded from a separate fund. The actual planned projects, however, are listed and the funding for them explained in the capital section of the budget.

The following funds are part of this budget:

**General Fund** – accounts for resources devoted to financing the general services that the Town performs for its citizens.

**Debt Service Fund** – accumulates resources for the repayment of general long-term debt principal and interest (other than those that are payable from Enterprise Funds).

**Library Fund** – provides for the operational activities of the North Kingstown Free Library.

**Municipal Court Fund** – an enterprise fund (self-supporting) provides for the operation of the court for the adjudication of civil violations.

**School Fund** – accounts for both the operational activities and federal and state grant monies used for the benefit of the North Kingstown School Department.

**Water Fund** – an enterprise (self-supporting) fund used to account for the operations of the Town’s Water System and Wastewater Management activities.

**Quonset Davisville Recreation Fund** – an enterprise (self-supporting) fund used to account for the operations of the Town’s Recreation Department, North Kingstown Municipal Golf Course and the Allen Harbor Marina.

**School Capital Reserve** – accounts for financial resources used for the renovation, acquisition or construction of major capital facilities and/or equipment for the School Department.

Town Department Heads provided the analysis and expenditure data that serve as the basis for this budget and requests. Their efforts are to be commended.

Thomas Mulligan  
Interim Town Manager



## Town of North Kingstown, Rhode Island

80 Boston Neck Road  
North Kingstown, RI 02852-5762  
Phone: (401) 294-3331  
Fax: (401) 885-7373  
Web: [www.northkingstown.org](http://www.northkingstown.org)

### **TOWN MANAGER'S BUDGET MESSAGE**

Our Department heads utilized in theory zero based budgeting to assemble their requests. (This method of budgeting begins from a "zero base" and each function is analyzed for its needs and costs.) Their submissions are not wish lists but honest appraisals of the resources needed to provide services that taxpayers expect and demand. The continual challenge is do we raise taxes or reduce services to a lesser level.

As Town Manager, it is my responsibility to propose a budget reflecting realities inside the governmental operation and the taxpaying community. The tax levy cap mandated by what is commonly known as "3050", strictly limits the amount of tax dollars that can be raised. It is important for the public to understand the limitations imposed by this legislation and its ramifications for the future.

RIGL 44-5-2 or "3050" establishes gradually reduced limits on the local tax levy as well as limiting the amount of new tax dollars that can be requested by certain municipal operations:

- Establishes a declining scale of tax levy limits beginning at 5.25% and continuing on a yearly basis to a level of 4%. For FY 2014, the law mandates a levy limit of 4.00%.
- Limitation is on the tax levy and **not** the tax rate of the community.
- School Department's request for new tax dollars is limited to 3.39% increase over the previous year's appropriation.



## Debt Policy & Management/Fiscal Policy

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### A. Purpose

1. To ensure the quality of decision-making while considering the debt affordability to the taxpayer;
2. To provide justification for the structure of debt issuance so as to not exceed acceptable levels of indebtedness;
3. To demonstrate a commitment to long-term financial planning to meet infrastructure needs through a planned program of future financing, which is evident through the Town's Capital Improvement Program; and
4. To illustrate to rating agencies and capital markets that the Town is well managed and attentive to maintaining a favorable debt position.

### B. General Principles

1. Under the governance and guidance of Rhode Island State Law, (R.I.G.L. 45-12) – “Indebtedness of Towns and Cities”, the Town may issue debt as it pertains to the requirements of charter and under the state mandated debt limitations.
2. In order to maintain and enhance its existing credit ratings the Town will monitor its debt management process. Prudent debt management can have a positive impact on these ratings if the Town demonstrates adherence to the policy over time.
3. The Town may periodically enter into debt obligations to finance the costs of construction or to improve and expand infrastructure and other assets to maintain and improve its quality of life. In order to meet its obligation of due diligence and prudent financial management to its residents, the Town shall strive that debt obligations are issued in such a fashion so as to obtain the best long-term financial advantage and investment terms. The Town may also refinance existing debt in order to reduce future debt service. (The Town shall determine the costs of incurring a sufficient amount of debt funding to complete the proposed project(s) when determining the amount of debt to issue. Debt is a mechanism to equalize the costs of improvement to present and future residents.) The decision to issue debt should fall within the following criteria:
  - (a) The asset's life cycle shall exceed the term of the debt issue.
  - (b) Life expectancy shall be considered when determining the issuance of debt to finance capital projects. The current operating budgets shall serve as the financing source for capital requirements that are recurring, relatively low-cost or are short-lived improvements.
  - (c) The Town will not issue debt long term obligations or utilize debt proceeds to finance the current operations of the government.
  - (d) The Town will seek to minimize the burden on its residents and businesses to repay debt, which thereby enhance its ability to attract and retain those same residents and businesses.

**C. Capital Improvement Program**

1. Town Staff, in cooperation with the Asset Management Commission (AMC) will prepare a yearly Capital Improvement Program (CIP). The AMC is a nine-member committee.
2. The AMC is to review all capital improvement and asset protection requests for both town and school facilities, assign priorities to the projects, recommend funding levels and assemble a comprehensive capital improvement program to be submitted to the Town Council for their review and consideration. The Plan is a multi-year, prioritized listing of long-term capital projects.
3. The Capital Improvement Plan shall be submitted by the AMC to the Town Council and approved yearly as part of the budget process.

**D. Capital Reserve Funds**

1. A Capital Reserve Fund provides a leveling effect in departmental budgets. The annual appropriation for future purchases, repairs and improvements on a timely basis eliminates the need for peaks and valleys in the budget and offers a more stabilized method of budgeting, which helps in maintaining infrastructure improvements. Eliminating the opportunity to set money aside for the future will expedite deterioration of the Town's assets and infrastructure.
2. The Capital Reserve Fund considers the following when determining the criteria for qualification of the fund:
  - (a) An asset shall have a minimum dollar value of \$20,000 for any single bid item, construction project or vehicle.
  - (b) The Town Council shall make funding for Capital Reserve items by separate resolution if required.

**E. Debt Issuance Ratios/Limits**

1. The Town shall establish the following limits while considering the issuance of debt:
  - (a) The Town shall not exceed its statutory debt limits except as set forth below in 2(c)
  - (b) The Town's legal debt limit as set forth by RIGL 45-12-2 is limited to three (3%) percent of total assessed value.
  - (c) Nevertheless the Town direct debt burden should be maintained at less than two (2%) percent of full assessed valuation.
2. The useful life of the asset or infrastructure improvement shall be considered when determining the repayment schedules:
  - (a) Twenty (20) years for most public improvement debt issued through a general obligation bond.
  - (b) Twenty (20) to Twenty-Five (25) years for the issuance of debt for the large construction of a new school which is supported by State Housing Aid.
  - (c) The Town may from time to time seek permission from the state legislature, by special legislation, to incur indebtedness outside the statutory limitation established by RIGL 45-

- (d) Overall, all general obligation debt shall be structured to retire at least fifty (50%) percent of the Town's indebtedness over the first half of the term of the debt.

## **F. Reserves**

1. Operating reserves are significant factors being considered by the bond rating agencies when assigning credit ratings. Therefore, proper maintenance and significant control over operating reserves is important to the financial strength and flexibility of the Town. Healthy reserves make it possible for the Town to issue debt at favorable rates and help maintain the character of the infrastructure.
2. The following guidelines shall help the Town to maintain reserves:
  - (a) The Unreserved/Undesignated General Fund reserve shall be maintained at 10% of the current period's total budgeted expenditures for all Town Funds.
  - (b) The enterprise funds should maintain an unrestricted net asset balance adequate to meet unanticipated expenditures to remain self supported.
  - (c) The Town Council shall have as a goal to appropriate a \$100,000 contingency each year in the General Fund Operating Budget.

## **G. Recommended Alternative Plan**

The Town Manager reserves the right to recommend to the Town Council an alternative plan for financing of proposed capital projects if the alternative plan is in the best interest for the Town of North Kingstown. (This allows Tax Incentive Financing (TIF) or revenue pledges.)

## **H. Temporary Suspension of Policy**

The Town Council, at its discretion, acting in the best interest for the financial health of the Town may temporarily suspend any portion of said policy not otherwise restricted by state law or charter by vote of the Town Council.

## **I. Policy Supersedes Previous Policies**

This policy shall take effect upon passage and all policies or parts of policies inconsistent herewith are hereby repealed.



**Town of North Kingstown**  
**Rhode Island**  
**No. 22**

**TOWN COUNCIL**

Kerry P. McKay  
*Council President*  
Jason A. Albuquerque  
*Council Member*  
Carol H. Hueston  
*Council Member*  
Kevin V. Maloney  
*Council Member*  
Ellen S. Waxman  
*Council Member*

March 21, 2016

At the Regular Meeting of the Town Council of the Town of North Kingstown held on  
March 21, 2016, it was

**VOTED:** That the Town Council of the Town of North Kingstown hereby adopts the  
General Fund for the Preliminary Budget for Fiscal Year 2016/2017 in the amount of  
\$31,058,349;

Councilor Waxman voted in the negative.

and it was

**FURTHER VOTED:** That the Town Council of the Town of North Kingstown  
hereby adopts the Debt Service Fund for the Preliminary Budget for Fiscal Year  
2016/2017 in the amount of \$5,070,414;

and it was

**FURTHER VOTED:** That the Town Council of the Town of North Kingstown  
hereby adopts the Library Fund for the Preliminary Budget for Fiscal Year 2016/2017  
in the amount of \$1,547,016;

and it was

**FURTHER VOTED:** That the Town Council of the Town of North Kingstown  
hereby adopts the Quonset/Davisville Recreation Fund for the Preliminary Budget for  
Fiscal Year 2016/2017 in the amount of \$1,763,671;

and it was

**FURTHER VOTED:** That the Town Council of the Town of North Kingstown  
hereby adopts the School Fund for the Preliminary Budget for Fiscal Year 2016/2017  
in the amount of \$62,210,465;

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MARCH 21, 2016  
PAGE 2

and it was

**FURTHER VOTED:** That the Town Council of the Town of North Kingstown hereby adopts the Water Fund for the Preliminary Budget for Fiscal Year 2016/2017 in the amount of \$3,543,471;

and it was

**FURTHER VOTED:** That the Town Council of the Town of North Kingstown hereby adopts the Municipal Court Fund for the Preliminary Budget for Fiscal Year 2016/2017 in the amount of \$311,579;

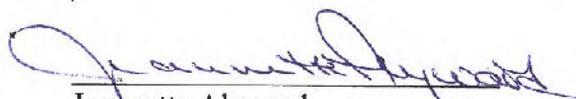
and it was

**FURTHER VOTED:** That the Town Council of the Town of North Kingstown hereby adopts the Sewer Fund for the Preliminary Budget for Fiscal Year 2016/2017 in the amount of \$1,240,148;

and it was

**FURTHER VOTED:** That the Town Council of the Town of North Kingstown hereby adopts the Total Preliminary Budget for Fiscal Year 2016/2017 in the amount of \$106,745,113.

Councilor Waxman voted in the negative.



Jeannette Alyward  
Town Clerk

**TOWN OF NORTH KINGSTOWN  
NOTICE OF PROPERTY TAX RATE CHANGE**

The Town of North Kingstown proposes to increase its property tax levy to \$75,029,700 in the 2016-2017 Fiscal Year. The property tax levy in Fiscal Year 2015-2016 is \$73,845,736. THIS IS A PROPOSED INCREASE OF 1.60%.

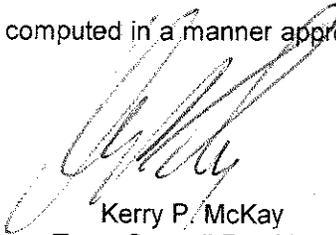
The Town of North Kingstown is currently conducting a revaluation of property, which is mandated by the State of Rhode Island. It is anticipated that there will be an overall increase in property values and when coupled with the increase in the proposed tax levy will result in a property tax rate of \$ 18.17 per \$1,000 of assessed valuation.

The property tax levy for the 2016-2017 budget year also includes motor vehicles at an unchanged tax rate of \$22.04 per \$1,000 of assessed valuation and assumes a continuation of the state phase out exemption on the first \$500 of assessment plus an additional \$2,500 self imposed exemption for a total \$3,000 exemption.

A property tax rate of \$18.63 would be needed in the coming budget year in order to raise the maximum levy authorized by Rhode Island General Laws 44-5-2.

The North Kingstown Town Council will consider the budget for adoption on or before May 4, 2016 at a regular session at 7:00 PM in the Town Hall Council Chambers, 80 Boston Neck Road, North Kingstown, Rhode Island. Prior to Town Council adoption of the 2016-2017 Fiscal Year budget, the Town Council will conduct two (2) Preliminary Budget Public Hearings on April 11, 2016 at 6:00 PM (all funds other than School Fund and School Capital Reserve Fund) and 7:30 PM (School and Capital Reserve Funds) at the North Kingstown High School Auditorium, 150 Fairway, North Kingstown, Rhode Island.

The above tax estimates have been computed in a manner approved by the Rhode Island Department of Revenue.



Kerry P. McKay  
Town Council President

**TOWN OF NORTH KINGSTOWN, RHODE ISLAND**  
**BUDGET REPORT TO TAXPAYERS ON**  
**CURRENT AND TOWN COUNCIL'S PROPOSED BUDGET**

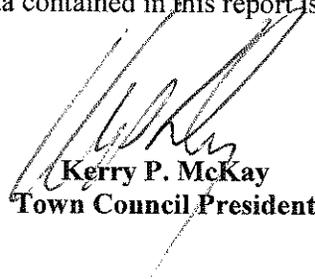
	2015-2016	2016-2017	\$	%
	Current	Proposed	Increase/ Decrease	Increase/ Decrease
<b>EXPENDITURES</b>	<b>Budget</b>	<b>Budget</b>		
Town Council	\$ 107,365	\$ 180,690	\$ 73,325	68.30%
Town Manager	232,935	243,192	10,257	4.40%
Town Clerk	524,375	521,770	(2,605)	-0.50%
Legal Expenses	252,500	258,000	5,500	2.18%
Finance	463,213	676,689	213,476	46.09%
Information Tech	286,118	507,013	220,895	77.20%
Tax Assessment	248,296	247,398	(898)	-0.36%
General Operating	3,712,388	4,226,415	514,027	13.85%
Fire	9,392,297	8,675,847	(716,450)	-7.63%
Police	7,333,787	7,363,411	29,624	0.40%
Planning & Development	531,527	550,376	18,849	3.55%
Public Works	4,770,793	5,622,110	851,317	17.84%
Contributions	156,080	176,335	20,255	12.98%
Senior Citizens	539,456	590,130	50,674	9.39%
Code Enforce	479,549	472,325	(7,224)	-1.51%
QDC - Mun Svs Agre	681,175	746,648	65,473	9.61%
<b>GENERAL FUND</b>	<b>\$ 29,711,854</b>	<b>\$ 31,058,349</b>	<b>\$ 1,346,495</b>	<b>4.53%</b>
Debt Service	\$ 5,651,208	\$ 5,070,414	\$ (580,794)	-10.28%
Library	1,526,419	1,547,016	20,597	1.35%
Municipal Court	282,868	311,579	28,711	10.15%
Q/D Recreation	1,648,875	1,763,671	114,796	6.96%
Water	3,230,526	3,543,471	312,945	9.69%
Sewer	202,946	1,240,148	1,037,202	100.00%
School	60,468,471	62,210,465	1,741,994	2.88%
School Capital Reserve	0	0	0	
<b>TOTAL</b>	<b>\$ 102,723,167</b>	<b>\$ 106,745,113</b>	<b>\$ 4,021,946</b>	<b>3.92%</b>
<b>REVENUES</b>				
Current Property Tax	\$ 73,845,736	\$ 75,029,700	\$ 1,183,964	1.60%
Local Revenues	9,577,140	8,759,444	(817,696)	-8.54%
State & Federal	13,920,926	15,747,100	1,826,174	13.12%
Fund Balance	14,150	350,000	335,850	2373.50%
Other (Enterprise)	5,365,215	6,858,869	1,493,654	27.84%
<b>TOTAL REVENUES</b>	<b>\$ 102,723,167</b>	<b>\$ 106,745,113</b>	<b>\$ 4,021,946</b>	<b>3.92%</b>

This foregoing is in accordance with the Home Rule Charter of the Town of North Kingstown.



**Jeannette Alyward**  
**Town Clerk**

Certification: This is to certify that data contained in this report is accurate to the best of my knowledge.



**Kerry P. McKay**  
**Town Council President**

## TAX DOLLARS

FY	SCHOOL	CAP. RESERVE	TOTAL	CHANGE	%
97-98	22,752,571				
98-99	23,794,379			1,041,808	4.58%
99-00	25,675,732	250,000	25,925,732	2,131,353	8.96%
00-01	27,662,158	300,000	27,962,158	2,036,426	7.93%
01-02	29,744,759	500,000	30,244,759	2,282,601	8.16%
02-03	31,501,161	500,000	32,001,161	1,756,402	5.81%
03-04	33,721,234	445,000	34,166,234	2,165,073	6.77%
04-05	35,252,772	180,000	35,432,772	1,266,538	3.71%
05-06	37,509,659	0	37,509,659	2,076,887	5.86%
06-07	40,922,467		40,922,467	3,412,808	9.10%
07-08	42,271,439		42,271,439	1,348,972	3.30%
08-09	42,936,623		42,936,623	665,184	1.57%
09-10	42,759,175		42,759,175	-177,448	-0.41%
10-11	43,420,838		43,420,838	661,663	1.55%
11-12	43,420,838		43,420,838	0	0.00%
12-13	44,289,255		44,289,255	868,417	2.00%
13-14	45,330,825		45,330,825	1,041,570	2.35%
14-15	45,937,802		45,937,802	606,977	1.34%
15-16	47,287,802		47,287,802	1,350,000	2.94%
16-17	48,984,321		48,984,321	1,696,519	3.59%

Source: Prior TM workpaper

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

P 1  
bgnyrpts

PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
GENERAL FUND	.00	.00	.00	.00	.00	.00
TOWN COUNCIL	496,365.00	142,532.00	160,690.00	180,690.00	.00	.00
TOWN MANAGER	226,959.00	232,347.00	243,192.03	243,192.03	.00	.00
TOWN CLERK	406,837.00	353,524.00	352,868.28	352,868.28	.00	.00
BOARD OF CANVASSERS	87,011.00	112,838.00	168,901.29	168,901.29	.00	.00
TOWN SOLICITOR	2,500.00	.00	.00	.00	.00	.00
TOWN SOLICITOR LABOR	70,000.00	50,000.00	50,000.00	50,000.00	.00	.00
TOWN SOLICITOR POLICE	43,400.00	58,000.00	60,000.00	60,000.00	.00	.00
TOWN SOLICITOR LAND US	42,600.00	38,000.00	40,000.00	40,000.00	.00	.00
TOWN SOLICITOR TAX ASS	5,900.00	6,500.00	20,000.00	20,000.00	.00	.00
TOWN SOLICITOR TOWN CO	50,000.00	65,000.00	50,000.00	50,000.00	.00	.00
TOWN SOLICITOR PENDING	45,000.00	25,000.00	25,000.00	25,000.00	.00	.00
TOWN SOLICITOR PUBLIC	7,000.00	7,000.00	10,000.00	10,000.00	.00	.00
TOWN SOLICITOR BOND CO	2,000.00	3,000.00	3,000.00	3,000.00	.00	.00
TOWN SOLICITOR TAX REV	.00	.00	.00	.00	.00	.00
FINANCE	516,643.00	532,293.00	697,388.23	676,689.12	.00	.00
DATA PROCESSING	329,971.22	290,085.00	425,013.28	507,013.28	.00	.00
TAX ASSESSMENT	218,491.00	248,487.00	247,397.47	247,397.47	.00	.00
GENERAL OPERATING TERM	1,823,838.00	2,048,650.00	2,055,745.00	2,055,745.00	.00	.00
GENERAL OPERATING INSU	517,000.00	507,368.00	527,000.00	527,000.00	.00	.00
GENERAL OPERATING UTIL	1,017,920.00	1,043,045.00	1,013,670.00	1,013,670.00	.00	.00
GENERAL OPERATING OTHE	62,500.00	68,650.00	65,000.00	630,000.00	.00	.00

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

P 2  
bgnyrpts

PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
FIRE	7,873,457.00	9,145,792.00	8,671,708.48	8,675,847.08	.00	.00
FIRE (Q/D)	28,750.00	30,000.00	.00	.00	.00	.00
ANIMAL CONTROL	129,950.00	113,609.00	98,189.24	98,189.24	.00	.00
HARBOR MANAGEMENT	64,749.00	64,749.00	63,099.28	63,099.28	.00	.00
POLICE	6,703,598.00	7,148,802.00	7,202,122.17	7,202,122.17	.00	.00
POLICE DETECTIVES	.00	.00	.00	.00	.00	.00
POLICE PATROL	.00	.00	.00	.00	.00	.00
POLICE EMERGENCY RESPO	.00	.00	.00	.00	.00	.00
POLICE PROJECT DARE	.00	.00	.00	.00	.00	.00
CRIME PREVENTION PROGR	.00	.00	.00	.00	.00	.00
POLICE MECHANIC	.00	.00	.00	.00	.00	.00
POLICE JANITOR	.00	.00	.00	.00	.00	.00
PLANNING & DEVELOPMENT	546,335.00	529,004.00	525,244.39	535,244.39	.00	.00
PLANNING COMMISSION	4,024.00	4,814.00	8,850.80	8,850.80	.00	.00
ZONING BOARD OF REVIEW	2,799.00	3,594.00	3,955.34	3,955.34	.00	.00
HISTORIC ZONING COMMIS	1,115.00	1,615.00	2,325.24	2,325.24	.00	.00
ARTS COUNCIL	.00	.00	.00	.00	.00	.00
PLATTING BOARD	.00	.00	.00	.00	.00	.00
PUBLIC WORKS ADMINISTR	225,194.00	230,796.00	243,673.54	243,673.54	.00	.00
HIGHWAY	2,273,762.00	2,367,013.00	2,401,141.85	2,701,141.85	.00	.00
HIGHWAY	.00	.00	.00	.00	.00	.00
TREES	12,300.00	18,230.00	18,230.00	18,230.00	.00	.00

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
SOLID WASTE LANDFILL	22,000.00	23,000.00	23,204.00	23,204.00	.00	.00
ENGINEERING	363,011.00	353,916.00	358,884.38	358,884.38	.00	.00
SOLID WASTE	1,052,016.00	1,007,503.00	1,056,325.21	1,056,325.21	.00	.00
PUBLIC FACILITIES	907,203.00	957,051.00	920,652.03	1,220,652.03	.00	.00
PUBLIC FACILITIES	.00	.00	.00	.00	.00	.00
GENERAL FUND DEBT	.00	.00	.00	.00	.00	.00
CONTRIBUTIONS	123,670.00	175,335.00	176,335.00	176,335.00	.00	.00
SENIOR AND HUMAN SERVI	462,412.00	538,192.00	590,130.20	590,130.20	.00	.00
CODE ENFORCEMENT	409,080.00	484,103.00	466,948.25	471,948.25	.00	.00
BLDG CODE BD OF REV/MI	.00	325.00	377.00	377.00	.00	.00
RECREATION	.00	.00	.00	.00	.00	.00
VETERANS & MEMORIAL PA	.00	.00	.00	.00	.00	.00
MSA - COMMON AREAS	317,012.00	321,531.00	321,531.00	369,108.00	.00	.00
MSA - INFRASTRUCTURE	75,000.00	203,000.00	203,000.00	213,150.00	.00	.00
MSA - ROADWAYS	156,562.00	156,562.00	156,562.00	164,390.00	.00	.00
CONVERSION VOID CHECK	.00	.00	.00	.00	.00	.00
TOTAL GENERAL FUND	27,725,934.22	29,710,855.00	29,727,354.98	31,058,349.47	.00	.00
TOTAL REVENUE	.00	.00	.00	.00	.00	.00
TOTAL EXPENSE	27,725,934.22	29,710,855.00	29,727,354.98	31,058,349.47	.00	.00
GRAND TOTAL	27,725,934.22	29,710,855.00	29,727,354.98	31,058,349.47	.00	.00

\*\* END OF REPORT - Generated by Ted Przybyla \*\*

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00113010 CONTRIBUTIONS							
00113010	530949 WILSNPKDON	.00	.00	.00	.00	.00	.00
	TOTAL CONTRIBUTIONS	.00	.00	.00	.00	.00	.00
00141005 TAX REVENUE							
00141005	410000 PMTS IN LI	-2,638,828.00	-3,679,710.00	.00	-3,500,000.00	.00	.00
00141005	411000 NAVY FIRE	.00	.00	.00	.00	.00	.00
00141005	411010 CURRENT YE	.00	.00	.00	-75,029,700.00	.00	.00
00141005	411100 CURRENT YE	-62,800,719.00	-63,877,706.00	.00	.00	.00	.00
00141005	411110 CURRENT TA	-4,510,543.00	-4,889,163.00	.00	.00	.00	.00
00141005	411111 CURRENT TA	-2,567,199.00	-2,828,029.00	.00	.00	.00	.00
00141005	411200 PRIOR YEAR	-1,350,000.00	-1,668,513.00	.00	-1,650,000.00	.00	.00
00141005	411201 1ST PRIOR	.00	.00	.00	.00	.00	.00
00141005	411202 2ND PRIOR	.00	.00	.00	.00	.00	.00
00141005	411203 3TH PRIOR	.00	.00	.00	.00	.00	.00
00141005	411204 4TH PRIOR	.00	.00	.00	.00	.00	.00
00141005	411205 5TH PRIOR	.00	.00	.00	.00	.00	.00
00141005	411206 6TH PRIOR	.00	.00	.00	.00	.00	.00
00141005	411207 7TH & PRIO	.00	.00	.00	.00	.00	.00
00141005	411211 1ST PRIOR	.00	.00	.00	.00	.00	.00
00141005	411212 2ND PRIOR	.00	.00	.00	.00	.00	.00
00141005	411213 3RD PRIOR	.00	.00	.00	.00	.00	.00

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00141005	411214	4TH PRIOR	.00	.00	.00	.00	.00
00141005	411215	5TH PRIOR	.00	.00	.00	.00	.00
00141005	411216	6TH PRIOR	.00	.00	.00	.00	.00
00141005	411217	7TH AND PR	.00	.00	.00	.00	.00
00141005	411221	1ST PRIOR	.00	.00	.00	.00	.00
00141005	411222	2ND PRIOR	.00	.00	.00	.00	.00
00141005	411223	3RD PRIOR	.00	.00	.00	.00	.00
00141005	411224	4TH PRIOR	.00	.00	.00	.00	.00
00141005	411225	5TH PRIOR	.00	.00	.00	.00	.00
00141005	411226	6TH PRIOR	.00	.00	.00	.00	.00
00141005	411227	7TH & PRIO	.00	.00	.00	.00	.00
00141005	411300	TRANSFER T	45,937,802.00	47,287,802.00	.00	48,984,321.00	.00
00141005	411400	TRANSFER T	1,207,979.00	1,207,979.00	.00	1,281,019.00	.00
00141005	411500	TRAN CAPRE	.00	.00	.00	.00	.00
00141005	411600	TX DEBT SV	3,971,726.00	4,077,774.00	.00	3,906,519.00	.00
TOTAL TAX REVENUE			-22,749,782.00	-24,369,566.00	.00	-26,007,841.00	.00
00142005	INTEREST & PENALTIES						
00142005	420000	INTEREST A	-300,000.00	-375,000.00	.00	-375,000.00	.00
TOTAL INTEREST & PENALTIES			-300,000.00	-375,000.00	.00	-375,000.00	.00
00143003	TOWN CLERK LICENSES						
00143003	431001	BEVERAGE	-57,000.00	-57,000.00	-59,000.00	-59,000.00	.00
		Class A - 4	\$4,000				
		Class B - 24	\$48,000				
		Class BL- 7	\$3,500				
		Class C - 1	\$800				
		Class D - 1	\$800				
		Filing fee for 37 licenses @ \$60.00 eac		\$2,220			

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00143003	431002 VICTUALLIN Victualling Licenses 93 @ 75 Extended Hours 12 @ \$100	-8,200.00	-8,200.00	-8,175.00	-8,175.00	.00	.00
00143003	431003 DANCE Dance - 13 @ \$50.00	-750.00	-750.00	-650.00	-650.00	.00	.00
00143003	431004 SUNDAY SAL Holiday Sales 120 @ \$50	-5,500.00	-5,500.00	-6,000.00	-6,000.00	.00	.00
00143003	431005 TRAILER Mobile Home Parks 4 @ \$1,000	-4,000.00	-4,000.00	-4,000.00	-4,000.00	.00	.00
00143003	431006 JUKE BOX Jukebox 6 @ \$50	-350.00	-350.00	-300.00	-300.00	.00	.00
00143003	431007 LAUNDRY Laundry 2 @ \$10	-10.00	-10.00	-20.00	-20.00	.00	.00
00143003	431008 FARM MARKE Farmers Market - 2 @ \$100 Filing Fee \$10 each non-profit are exempt from license fee	.00	.00	-220.00	-220.00	.00	.00
00143003	431011 SECOND HAN Second Hand Licenses 21 @ \$50	-1,300.00	-1,300.00	-1,050.00	-1,050.00	.00	.00
00143003	431012 GARBAGE & Refuse Collector Commercial for Hire and Commercial not for Hire	-1,400.00	-1,400.00	-1,820.00	-1,820.00	.00	.00
00143003	431013 PEDDLERS Peddler Licenses 20 at \$200.00 Filing Fee - \$25 each Veteran's are exempt from license fee	-5,000.00	-5,000.00	-4,500.00	-4,500.00	.00	.00
00143003	431014 GAMES OF C Bingo - \$5.00 per day	-50.00	-50.00	-50.00	-50.00	.00	.00
00143003	431015 EXHIBITION Annual License \$100 w/vendors - depends on number of vendors non-profit exempt	-400.00	-400.00	-500.00	-500.00	.00	.00
00143003	431016 JUNK YARD Junkyard - 3 @ \$100	-300.00	-300.00	-300.00	-300.00	.00	.00
00143003	431018 AMUSEMENT Amusements (coin operated) 1-10 \$50 ea 11 + \$25 ea	-2,200.00	-2,200.00	-2,000.00	-2,000.00	.00	.00
00143003	431019 BILLIARD Non coin operated	-100.00	-100.00	-100.00	-100.00	.00	.00
00143003	431020 ENTERTAINM Entertainment License Fee \$150 ea Filing Fee \$50 non-profit fees waived	-3,000.00	-3,000.00	-3,000.00	-3,000.00	.00	.00

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TOWN OF NORTH KINGSTOWN  
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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00143003	431021 TRANSFER B	-300.00	-300.00	-300.00	-300.00	.00	.00
	fee for transfer of licenses - \$50 ea						
00143003	431022 TENT LICEN	.00	.00	.00	.00	.00	.00
00143003	432001 FISHING &	-40.00	-40.00	-40.00	-40.00	.00	.00
00143003	432003 MARRIAGE	-1,000.00	-1,000.00	-1,000.00	-1,000.00	.00	.00
	Marriage License issued at \$24 each						
00143003	432004 DOG AND KE	-13,500.00	-13,500.00	-13,500.00	-13,500.00	.00	.00
	Dog Licenses - \$8 ea						
00143003	432005 DUPLICATE	-10.00	-10.00	-10.00	-10.00	.00	.00
	Fee of \$1.00 for a replacement dog tag						
00143003	432007 YARD SALES	-1,000.00	-1,000.00	-1,000.00	-1,000.00	.00	.00
	Yardsale Permits						
	\$5.00 single family						
	\$10.00 multi family						
	Limit 3 per calendar year per residence						
00143003	432008 FIREWORKS	-10.00	-10.00	-10.00	-10.00	.00	.00
	\$5.00 each						
00143003	432010 MUNI COURT	.00	.00	.00	.00	.00	.00
	TOTAL TOWN CLERK LICENSES	-105,420.00	-105,420.00	-107,545.00	-107,545.00	.00	.00
00143008	PUBLIC SAFETY LICENSES						
00143008	431009 RETAIL WEA	.00	.00	.00	.00	.00	.00
00143008	431010 DETECTIVE	-2,250.00	-2,250.00	-2,250.00	-2,250.00	.00	.00
00143008	432002 PISTOL PER	.00	.00	.00	.00	.00	.00
	TOTAL PUBLIC SAFETY LICENSES	-2,250.00	-2,250.00	-2,250.00	-2,250.00	.00	.00
00144003	TOWN CLERK DEPT REVENUE						
00144003	441010 RCRDCOPY	-27,000.00	-27,000.00	-20,000.00	-20,000.00	.00	.00
	Copies of land evidence and certified copies of land evidence						
00144003	441011 TOWN CLERK	-300,000.00	-300,000.00	-267,000.00	-267,000.00	.00	.00
	Recording Fees (land evidence)						
00144003	441012 PROBATE	-50,000.00	-50,000.00	-50,000.00	-50,000.00	.00	.00
	Probate Court Filing Fees/Inventory Fees						
00144003	441013 ADVERTISIN	-3,000.00	-3,000.00	-3,000.00	-3,000.00	.00	.00
	Advertising Fees for Probate Court hearings and qualifications						

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND			2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00144003	441014	MISC.	-20,000.00	-20,000.00	-20,000.00	-20,000.00	.00	.00
		Revenues for misc. copies, certified copies of vital records						
00144003	441015	COPY MACHI	.00	.00	.00	.00	.00	.00
00144003	441016	TOWN CLERK	-2,000.00	-2,200.00	.00	.00	.00	.00
		This is now in the Planning Department Budget						
00144003	441022	MUNI COURT	.00	.00	.00	.00	.00	.00
00144003	441023	TRAFFIC CO	.00	.00	.00	.00	.00	.00
00144003	441024	MUNI COURT	.00	.00	.00	.00	.00	.00
00144003	441025	RITTASSESS	.00	.00	.00	.00	.00	.00
00144003	441026	TRAFFICFIN	.00	.00	.00	.00	.00	.00
00144003	441027	FINES MUNI	.00	.00	.00	.00	.00	.00
00144003	441028	TRAFFICMIS	.00	.00	.00	.00	.00	.00
00144003	441029	MUNI MISC	.00	.00	.00	.00	.00	.00
00144003	441037	MISC.	.00	.00	.00	.00	.00	.00
		TOTAL TOWN CLERK DEPT REVENUE	-402,000.00	-402,200.00	-360,000.00	-360,000.00	.00	.00
00144005		FINANCE DEPT REVENUE						
00144005	441020	TAX COLLEC	-28,500.00	-28,500.00	.00	-25,000.00	.00	.00
00144005	441021	GIS FEES	-200.00	-200.00	.00	.00	.00	.00
		TOTAL FINANCE DEPT REVENUE	-28,700.00	-28,700.00	.00	-25,000.00	.00	.00
00144006		ASSESSMENT DEPT REVENUE						
00144006	441026	TAX ASSESS	-200.00	-200.00	-200.00	-200.00	.00	.00
		TOTAL ASSESSMENT DEPT REVENUE	-200.00	-200.00	-200.00	-200.00	.00	.00
00144008		PUBLIC SAFETY DEPT REVENUE						
00144008	441006	WAIT LIST	-25.00	-25.00	.00	.00	.00	.00

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00144008	441007 WICK MOORI	.00	.00	-3,500.00	-3,500.00	.00	.00
	Fee charged for use of transient mooring \$35. each day.						
00144008	441030 POLICE COP	-1,000.00	-1,000.00	-1,500.00	-1,500.00	.00	.00
	Copies accident reports estimated 200 x \$5.						
00144008	441031 DOG FINES	.00	.00	.00	.00	.00	.00
	Transferred to MUNICIPAL COURT.						
00144008	441032 POLICE FIN	.00	.00	.00	.00	.00	.00
00144008	441033 COURT FINE	.00	.00	.00	.00	.00	.00
00144008	441034 STATE FINE	.00	.00	-30,000.00	-30,000.00	.00	.00
	Rhode Island Judicial Department (MISD / FINES) received via ACH on RIPAY.						
	Estimated funds to receive based on FY15.						
00144008	441035 ADMDETAILS	-230,000.00	-230,000.00	-221,250.00	-221,250.00	.00	.00
	Administrative fee per detail \$5.50 per hour - estimatley 7,500 hours = 41,250						
	Equipment fee for police vehicles \$50. per hour - estimated 3,600 hours = 180,000						
00144008	441036 TOWN CLERK	.00	.00	.00	.00	.00	.00
	Dog Fines tranferred to municipal court.						
00144008	441037 FINGERPRIN	-1,200.00	-1,200.00	-240.00	-240.00	.00	.00
	Fee charged for fingerprints \$6. per individual, estimated to be 40.						
00144008	441038 VEHICLE ID	-7,300.00	-7,650.00	-9,000.00	-9,000.00	.00	.00
	Vehicle Identification Number checked for out of state purchase of motor vehicles.						
	\$10 per vehicle, estimated to be 900 = 9,000.						
00144008	441039 HANDGUN QU	.00	.00	.00	.00	.00	.00
00144008	441040 ALARM FEES	.00	.00	.00	.00	.00	.00
	Transferred to Municipal Court.						
00144008	441061 DOG IMPOUN	.00	.00	.00	.00	.00	.00
00144008	441062 DOG OFFICE	.00	.00	.00	.00	.00	.00
00144008	441063 DOG ADOPTI	-450.00	-400.00	-400.00	-400.00	.00	.00
	Animal adoptioins \$5. per animal, estimated to be 80.						
00144008	441064 SPAY/NEUT	.00	.00	.00	.00	.00	.00
00144008	441065 ANIML POUN	.00	.00	.00	.00	.00	.00
00144008	441110 FIRE DEPAR	-530,000.00	-530,000.00	-530,000.00	-530,000.00	.00	.00
00144008	443000 POLICEMISC	-230.00	-230.00	-1,108.00	-1,108.00	.00	.00
	Noise Permits 4 @ \$5. = 20.						
	Games of Chance 40 @ \$5 = 200.						
	Witness fees 8 @ \$11 = 88.						
	Gun Permits 20@ \$40 = 800.						

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TOWN OF NORTH KINGSTOWN  
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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
TOTAL PUBLIC SAFETY DEPT REV 00144009 PLANNING DEPT REVENUE	-770,205.00	-770,505.00	-796,998.00	-796,998.00	.00	.00
00144009 441078 ZONING/SUB	-2,000.00	-2,200.00	-2,000.00	-2,000.00	.00	.00
00144009 441091 SUBDIVISIO	-45,000.00	-45,000.00	-35,000.00	-35,000.00	.00	.00
00144009 441092 CLUSTER RE	-10,000.00	-10,000.00	-10,000.00	-10,000.00	.00	.00
00144009 441093 ZONING FEE	-40,000.00	-40,000.00	-40,000.00	-40,000.00	.00	.00
TOTAL PLANNING DEPT REVENUE 00144010 PUBLIC WORKS DEPT REVENUE	-97,000.00	-97,200.00	-87,000.00	-87,000.00	.00	.00
00144010 441079 SOLID WAST	-1,700.00	-1,700.00	-2,500.00	-2,500.00	.00	.00
00144010 441080 PUBLIC WOR	-6,000.00	-6,000.00	-6,000.00	-6,000.00	.00	.00
00144010 441081 PUBLIC WOR	-50,000.00	-50,000.00	-2,000.00	-2,000.00	.00	.00
00144010 441082 SOLID WAST	.00	.00	.00	.00	.00	.00
00144010 441083 SOLID WAST	-25,000.00	-25,000.00	-30,000.00	-30,000.00	.00	.00
00144010 441084 SOLID WAST	-130,000.00	-130,000.00	-134,260.00	-134,260.00	.00	.00
00144010 441085 PROPANE	-250.00	-250.00	-190.00	-190.00	.00	.00
00144010 441086 TRANSFER S	.00	.00	.00	.00	.00	.00
00144010 441087 TRANSFER S	.00	.00	.00	.00	.00	.00
00144010 441088 RECYCLEBIN	-2,000.00	-2,000.00	-750.00	-750.00	.00	.00
00144010 441089 RESIDENTIA	-165,000.00	-165,000.00	-179,000.00	-179,000.00	.00	.00
00144010 441090 UNCLASSIFI	.00	.00	.00	.00	.00	.00

Line item includes 50/50 Profit Share for recycling tonnage at RIRRC & profits from metals recycling - with recycling markets flat a recycling profit share is not anticipated.

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00144010 441094 TRANSER ST	.00	.00	.00	.00	.00	.00
00144010 441095 TRANSFER S	-3,600.00	-3,600.00	-2,500.00	-2,500.00	.00	.00
00144010 441096 TRANSFER S	-750.00	-750.00	-2,600.00	-2,600.00	.00	.00
00144010 441097 YD WASTE	-2,000.00	-2,000.00	-250.00	-250.00	.00	.00
00144010 441098 BAG TAGS	-170,000.00	-170,000.00	-164,605.00	-164,605.00	.00	.00
00144010 441099 MATRESS RI Mattress Recycling Program begins May 1, 2016 - EPR \$10 fee added to any box spring or mattress sold in RI to cover cost to dispose.	-9,500.00	-9,500.00	-9,500.00	-9,500.00	.00	.00
TOTAL PUBLIC WORKS DEPT REVE	-565,800.00	-565,800.00	-534,155.00	-534,155.00	.00	.00
00144015 CODE ENFORCEMENT DEPT REVENUE						
00144015 441040 LATE PERMI THIS REVENUE REPRESENTS FEES COLLECTED FOR WORKING WITHOUT PERMITS	-5,425.00	-5,425.00	-10,000.00	-10,000.00	.00	.00
00144015 441041 BUILDING P BUILDING PERMIT FEES COLLECTED	-198,111.00	-198,111.00	-250,000.00	-250,000.00	.00	.00
00144015 441042 ELECTRICAL ELECTRICAL PERMITS FEES COLLECTED	-42,316.00	-42,316.00	-36,000.00	-36,000.00	.00	.00
00144015 441043 PLUMBING P PLUMBING PERMIT FEES COLLECTED	-14,960.00	-14,960.00	-15,000.00	-15,000.00	.00	.00
00144015 441044 MECHANICAL MECHANICAL PERMITS FEES COLLECTED	-40,119.00	-40,119.00	-40,000.00	-40,000.00	.00	.00
00144015 441045 BUILDING P A CHANGE IN STATE LAW SEVERLY LIMITS THE FEES COLLECTED FOR FAILED INSPECTIONS.	-2,381.00	-2,381.00	-500.00	-500.00	.00	.00
00144015 441046 ELECTRICAL	.00	.00	.00	.00	.00	.00
00144015 441047 PLUMBING P	.00	.00	.00	.00	.00	.00
00144015 441048 MECHANICAL	.00	.00	.00	.00	.00	.00
00144015 441049 CERTIFICAT FEES COLLECTED FOR A CERTIFICATE OF OCCUPANCY	-11,016.00	-11,016.00	-11,000.00	-11,000.00	.00	.00
TOTAL CODE ENFORCEMENT DEPT	-314,328.00	-314,328.00	-362,500.00	-362,500.00	.00	.00
00146005 STATE & FEDERAL REVENUE						
00146005 461002 GENERAL PU	.00	.00	.00	.00	.00	.00

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NEXT YEAR BUDGET LEVELS REPORT

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FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00146005 461003 CONNECTICU	-1,941.00	-1,941.00	-1,737.00	-1,737.00	.00	.00
00146005 461005 HIGHWAY	.00	.00	.00	.00	.00	.00
00146005 461007 REALTY TAX	-175,000.00	-175,000.00	-175,000.00	-175,000.00	.00	.00
00146005 461009 EXCISE P-O	-197,458.00	-197,458.00	-185,691.00	-185,691.00	.00	.00
00146005 461012 TELEPHONE	-332,245.00	-332,245.00	-326,128.00	-326,128.00	.00	.00
00146005 461014 HOTEL TAX	-571,808.00	-571,808.00	-669,508.00	-669,508.00	.00	.00
00146005 461015 STATE REIM	.00	.00	.00	.00	.00	.00
TOTAL STATE & FEDERAL REVENU	-1,278,452.00	-1,278,452.00	-1,358,064.00	-1,358,064.00	.00	.00
00146008 PUBLIC SAFETY STATE & FED REVE						
00146008 461008 WITNESS FE	-100.00	-100.00	-100.00	-100.00	.00	.00
00146008 461016 BOAT REGIS	.00	.00	.00	.00	.00	.00
TOTAL PUBLIC SAFETY STATE &	-100.00	-100.00	-100.00	-100.00	.00	.00
00147005 RENTAL REVENUE						
00147005 471006 MOORINGS	-113,400.00	-113,400.00	-104,650.00	-104,650.00	.00	.00
Total Moorings (NOT INCLUDING ALLENS HARBOR = 691)						
Private Moorings (RESIDENT) \$150 x 441 = \$66,150.						
Private Moorings (NON-Resident) \$250 x 41 = \$10,250.						
Commercial Moorings \$250 x 113 = \$28,250.						
00147005 471007 COMMOWER	-375,000.00	-375,000.00	-375,000.00	-375,000.00	.00	.00
00147005 471011 LITTLE RED	.00	.00	.00	.00	.00	.00
00147005 471014 STREET LIG	-6,150.00	-6,150.00	-6,150.00	-6,150.00	.00	.00
TOTAL RENTAL REVENUE	-494,550.00	-494,550.00	-485,800.00	-485,800.00	.00	.00
00147008 PUBLIC SAFETY RENTAL REVENUE						
00147008 471001 DOCK	-19,628.00	-19,628.00	-15,896.00	-15,896.00	.00	.00
Resident Quahog Boats (Town Wharf) \$305 x 12 = \$3,660						
Non-Resident Quahog Boats (Town Wharf) \$350 x 8 = \$2,800						
Resident Long Boat Fee \$32 x 207 (FT) = \$6,624						
Non-resident Long Boat Fee \$37. x 76 (FT) = \$2,812						
Total \$15,896						

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
TOTAL PUBLIC SAFETY RENTAL R 00147016 RECREATION RENTAL REVENUE	-19,628.00	-19,628.00	-15,896.00	-15,896.00	.00	.00
00147016 471008 REC FEES	.00	.00	.00	.00	.00	.00
TOTAL RECREATION RENTAL REVE 00148005 INTEREST EARNINGS/MISC REVENUE	.00	.00	.00	.00	.00	.00
00148005 481000 INTEREST O	-40,000.00	-35,000.00	-35,000.00	-35,000.00	.00	.00
00148005 483000 MISC. REVE	-47,000.00	-72,000.00	-72,000.00	-155,000.00	.00	.00
00148005 484000 TRANSFER F	.00	.00	.00	.00	.00	.00
00148005 485000 APPROPSELF	-150,000.00	-166,805.00	.00	.00	.00	.00
00148005 490000 APPRO. PRI	-378,788.78	14,150.00	.00	-350,000.00	.00	.00
TOTAL INTEREST EARNINGS/MISC	-615,788.78	-259,655.00	-107,000.00	-540,000.00	.00	.00
TOTAL GENERAL FUND	-27,744,203.78	-29,083,554.00	-4,217,508.00	-31,058,349.00	.00	.00
TOTAL REVENUE	-27,744,203.78	-29,083,554.00	-4,217,508.00	-31,058,349.00	.00	.00
TOTAL EXPENSE	.00	.00	.00	.00	.00	.00
GRAND TOTAL	-27,744,203.78	-29,083,554.00	-4,217,508.00	-31,058,349.00	.00	.00

\*\* END OF REPORT - Generated by Ted Przybyla \*\*

## TOWN COUNCIL

Kerry P. McKay, Town Council Member  
Jason A. Albuquerque, Town Council Member  
Carol H. Hueston, Town Council Member  
Kevin V. Maloney, Town Council Member  
Ellen S. Waxman, Town Council Member

The Town Council consists of five (5) members elected at large to serve for a term of two (2) years. The Town Council holds regular, special and work session meetings on a regular basis. All meetings are open to the public, except as provided in the State Open Meetings law. Citizens are encouraged to attend Council meetings and are given an opportunity to be heard unless otherwise noted. (Citizens also have the option of viewing the meeting live on the Town's web site utilizing the Granicus streaming system.) Meetings are posted and advertised and a written agenda is available in advance of each meeting. The Town Council has the authority to enact ordinances and resolutions for the preservation of the public peace, health, safety, comfort and welfare of the inhabitants of the Town and for the protection of persons and property.

### PERSONNEL LIST

<i>POSITION TITLE</i>	<i>BUDGET 14/15</i>	<i>BUDGET 15/16</i>	<i>BUDGET 16/17</i>
Town Council President	1	1	1
Town Council Member	<u>4</u>	<u>4</u>	<u>4</u>
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00101010 TOWN COUNCIL							
00101010	510104 UNCLASS PT	13,200.00	13,201.00	13,200.00	13,200.00	.00	.00
00101010	510109 SPECIAL EM	.00	.00	.00	.00	.00	.00
00101010	524001 FICA	1,010.00	1,010.00	1,010.00	1,010.00	.00	.00
00101010	524304 HEALTH INS	.00	.00	.00	.00	.00	.00
00101010	524305 DENTAL INS	.00	.00	.00	.00	.00	.00
00101010	524308 MILEAGE AL	.00	.00	.00	.00	.00	.00
00101010	524404 CONFERENCE	.00	.00	.00	.00	.00	.00
00101010	524405 TRAVEL AND	.00	.00	.00	.00	.00	.00
00101010	530103 POSTAGE	.00	.00	.00	.00	.00	.00
00101010	530501 DUES & MEM	10,480.00	16,480.00	16,480.00	16,480.00	.00	.00
	RI League						
00101010	530607 AUDITING	26,675.00	26,675.00	30,000.00	30,000.00	.00	.00
	Estimate of annual audit fee (Town)						
00101010	530936 MISCELLANE	.00	.00	.00	.00	.00	.00
00101010	531206 CONTINGENC	445,000.00	84,666.00	100,000.00	120,000.00	.00	.00
	Relocation						
	Wickford El						
	Misc unanticipated costs						
	\$20K added 3/21/2016 by TC for Govt Ctr consultant						
00101010	531217 GASOLINE L	.00	.00	.00	.00	.00	.00
00101010	540801 COMMODITIE	.00	500.00	.00	.00	.00	.00
TOTAL TOWN COUNCIL		496,365.00	142,532.00	160,690.00	180,690.00	.00	.00

## TOWN COUNCIL

Kerry P. McKay, Town Council Member  
Jason A. Albuquerque, Town Council Member  
Carol H. Hueston, Town Council Member  
Kevin V. Maloney, Town Council Member  
Ellen S. Waxman, Town Council Member

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### PERSONNEL LIST

<i>POSITION TITLE</i>	<i>BUDGET 14/15</i>	<i>BUDGET 15/16</i>	<i>BUDGET 16/17</i>
Town Council President	1	1	1
Town Council Member	<u>4</u>	<u>4</u>	<u>4</u>
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00102010 TOWN MANAGER							
00102010	510101	CLASS FT	.00	.00	.00	.00	.00
00102010	510102	CLASS PT	.00	.00	.00	.00	.00
00102010	510103	UNCLASSFT	160,303.00	163,509.00	163,509.00	163,509.00	.00
00102010	510104	UNCLASS PT	.00	.00	.00	.00	.00
00102010	510107	OVERTIME	.00	.00	.00	.00	.00
00102010	524001	FICA	12,263.00	12,508.00	12,508.00	12,508.00	.00
00102010	524302	RETIREMENT	24,286.00	25,246.00	34,983.33	34,983.33	.00
00102010	524304	HEALTH INS	17,470.00	17,959.00	19,167.55	19,167.55	.00
00102010	524305	DENTAL INS	1,109.00	1,147.00	1,173.95	1,173.95	.00
00102010	524306	LIFE INSUR	328.00	328.00	400.20	400.20	.00
00102010	524308	MILEAGE AL	6,200.00	6,200.00	6,000.00	6,000.00	.00
00102010	524403	ASSOCIATIO	2,000.00	2,000.00	2,000.00	2,000.00	.00
		ICMA					
		RITMA					
00102010	524404	CONFERENCE	2,400.00	2,500.00	2,500.00	2,500.00	.00
00102010	524405	TRAVEL & E	.00	.00	.00	.00	.00
00102010	530103	POSTAGE	200.00	200.00	200.00	200.00	.00
00102010	530604	MEDICAL SE	.00	.00	.00	.00	.00
00102010	530801	LEGAL ADS	.00	.00	.00	.00	.00
00102010	530805	REPORTS	.00	.00	.00	.00	.00
00102010	531004	OFFICE EQU	.00	.00	.00	.00	.00
00102010	531206	CONTRACTUA	.00	.00	.00	.00	.00

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00102010 540101 OFFICE SUP	400.00	500.00	500.00	500.00	.00	.00
00102010 540108 BOOKS & PU	.00	250.00	250.00	250.00	.00	.00
00102010 550301 OFFICE EQU	.00	.00	.00	.00	.00	.00
TOTAL TOWN MANAGER	226,959.00	232,347.00	243,192.03	243,192.03	.00	.00

**TOWN CLERK**

Jeannette Alyward, Town Clerk

**Mission Statement-** To keep official Town records, issue licenses and administer the electoral process consistent with the Town charter and State and Federal Law and to provide public information in an efficient and courteous manner. To meet our customers' expectations and provide effective communication/information services.

The Office of the Town Clerk consists of seven (7) divisions: Town Council, Board of Canvassers, Vital Records, Land Records, Licenses, Probate Court, and Communication/Information Services. Responsibilities include the recording of a variety of official records and permanent documents, issuance of business and non-business licenses; issuance of birth, death, and marriage certificates; and the recording of all transactions of the Town Council. The office is also responsible for the administration of the Board of Canvassers, Probate Court, Filing Coordinator for Secretary of State Open Meetings Website and Communication/Information Services.

**2016/2017 DEPARTMENT GOALS**

Goal	Vision Reference	Timeframe
Digitalize/Re-index Books 1-69	Fiscal	2016/2017
Build an offsite Vault for Records Storage	Fiscal	2016/2017
Complete mandatory codification of Town Ordinances	Calendar	2016/2017

**WORK PROGRAM**

QUARTER	ACTIVITY
FIRST QUARTER (7/1/16 to 9/30/17)	Business License Renewals; Maintain Vital Records; Prepare for digitization of land evidence recorded maps and surveys; Review Ordinances for re-codification; Prepare Semi-annual Ordinance Supplement; advertise and docket Committee Appointment, conduct Probate Court sessions, conduct September Primary
SECOND QUARTER (10/1/16 to 12/31/17)	Business License Renewals; Maintain Vital Records; Review Ordinances for re-codification; Prepare Semi-annual Ordinance Supplement; advertise and docket Committee Appointments; conduct Probate Court sessions, Prepare Budget Submission; conduct General Election
THIRD QUARTER (1/1/16 to 3/31/16)	Business License Renewals; Maintain Vital Records; Review Ordinances for re-codification; Continue to work on Budget; advertise and docket committee Appointments, conduct Probate Court sessions; conduct Special Election (if necessary).
FOURTH QUARTER (4/1/16 to 6/30/16)	Business License Renewals; Maintain Vital Records; Review Ordinances for re-codification; Advertise and Docket Committee Appointments; Dog License Renewals, conduct Probate Court sessions; Budget Hearings; prepare for Budget Referenda; Conduct Budget Referenda if necessary; conduct Special Election (if necessary).

**PERFORMANCE MEASURES**

<i>PRODUCTIVITY MEASURE</i>	<i>Goal</i>	<i>ACTUAL 2014/15</i>	<i>BUDGET 2015/16</i>	<i>PROJECTED 2015/16</i>	<i>PROJECTED 2016/17</i>
Town Council Meetings		28	36	30	30
Recordings		5592	6000	6000	6000
Licenses		2400	2700	2500	2500
Record Certify Vital					
Records		2079	2000	2100	2000
Yard Sales		259	200	275	250
Probate Cases		137	120	120	120
Probate Sessions		19	16	16	16
Maps Recorded		25	20	25	20
Discharges Recorded		22	30	30	30
Ordinances Changes		11	20	15	20
Committee Appointments		85	100	100	100
License Transfers		10	20	20	20
Elections		2	2	1	2
Budget Referenda		0	1	1	1
Voter Registration		1291	1500	1500	1500
Zone Changes		3	10	5	10

**PERSONNEL LIST**

<i>POSITION TITLE (Full Time)</i>	<i>ACTUAL 14/15</i>	<i>BUDGET 15/16</i>	<i>PROJECTED 16/17</i>
Town Clerk	.60	.60	.60
Deputy Town Clerk	.40	.40	.40
Clerk II	2	2	2
Clerk I	2	1.5	1.5
Total	4.5	4.5	4.5

<i>POSITION TITLE (Part Time)</i>	<i>ACTUAL 14/15</i>	<i>BUDGET 15/16</i>	<i>PROJECTED 16/17</i>
Clerical assistant	0	0	0
Town Sergeant	1	1	1
Total	1	1	1

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TOWN OF NORTH KINGSTOWN  
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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00103010	TOWN CLERK						
00103010	510101 CLASS FT CLASSIFIED FULL TIME Clerk II - Recorder of Deeds/Licensing Clerk Clerk I - Town Council Clerk Clerk 1 Clerk II - Clerk 30%	141,020.00	89,081.00	93,689.59	93,689.59	.00	.00
00103010	510102 CLASS PT	.00	.00	.00	.00	.00	.00
00103010	510103 UNCLASS FT 60 % of Town Clerk salary 40% of Deputy Town Clerk	73,562.00	75,835.00	78,705.48	78,705.48	.00	.00
00103010	510104 UNCLASS PT Town Sergeant attendance at 14 meetings @ \$50/mtg. Deliver various materials to Town Council and various State Agencies @ \$12.21 per hour.	4,500.00	4,500.00	4,500.00	4,500.00	.00	.00
00103010	510107 OVERTIME To cover office and work on special projects	2,000.00	2,000.00	2,000.00	2,000.00	.00	.00
00103010	510109 SPECIAL EM Salary for Video Technician - \$50 per meeting	3,000.00	2,500.00	2,000.00	2,000.00	.00	.00
00103010	510206 TERMINATIO	.00	.00	.00	.00	.00	.00
00103010	524001 FICA	17,142.00	12,611.00	14,323.50	14,323.50	.00	.00
00103010	524302 RETIREMENT	36,546.00	36,546.00	31,763.82	31,763.82	.00	.00
00103010	524303 UNEMPLOYMN	.00	.00	.00	.00	.00	.00
00103010	524304 HEALTH INS	45,717.00	46,997.00	41,113.94	41,113.94	.00	.00
00103010	524305 DENTAL	3,061.00	3,165.00	2,697.03	2,697.03	.00	.00
00103010	524306 LIFE INSUR	774.00	774.00	694.92	694.92	.00	.00
00103010	524308 MILEAGE AL Mileage reimbursement for court etc.	25.00	25.00	.00	.00	.00	.00
00103010	524401 TUITION & Course/quarterly meetings to maintain Certified Municipal Clerk Certification	400.00	400.00	450.00	450.00	.00	.00
00103010	524403 ASSOCIATIO Dues for Town Clerk and Deputy Town Clerk RI Town Clerk's Association - \$100.00 New England Association of City & Town Clerks - \$40.00 IIMC - \$290.00	390.00	390.00	430.00	430.00	.00	.00
00103010	524404 CONFERENCE	.00	.00	.00	.00	.00	.00

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00103010	524405 TRAVEL & E Mileage for Town Sergeant to deliver various materials to the Council, pick up supplies from vital records, various deliveries and pick ups from the Secretary of State's office, Elections and Board of Canvassers, posting of signs and voter lists at various locations. Mileage for Town Clerk/Deputy to attend various meetings	3,000.00	3,000.00	3,500.00	3,500.00	.00	.00
00103010	530103 POSTAGE	2,500.00	2,000.00	2,500.00	2,500.00	.00	.00
00103010	530603 LEGAL SERV Salary for Probate Judge \$250.00/mo	3,000.00	3,000.00	3,000.00	3,000.00	.00	.00
00103010	530604 MEDICAL SE	.00	.00	.00	.00	.00	.00
00103010	530605 RECORD MAI Recording and filming of land records, committee minutes, Council minutes, Honorable Discharges, Business Names, Recorded plats, etc. 12 months @ \$3,225 and fees for micro-film jackets and aperture cards. The monthly fee has increased as we are in process of digitalizing all maps, surveys, subdivisions Recording and filming of land records, committee minutes, Council minutes, Honorable Discharges, Business Names, Recorded plats, etc. 12 months @ \$3,225 and fees for micro-film jackets and aperture cards. The monthly fee has increased as we are in process of digitalizing all maps, surveys, subdivisions	44,000.00	44,000.00	44,000.00	44,000.00	.00	.00
00103010	530609 RECORD MAI Supplements to Town Ordinances printed twice a year and purchase of reprinted Zoning, Subdivision and Charter pamphlets and codification of Ordinances as required by Charter.	11,000.00	11,000.00	11,000.00	11,000.00	.00	.00
00103010	530704 OTHER RENT Rental fee for storage of microfilm at Iron Mountain NY	2,800.00	3,500.00	3,500.00	3,500.00	.00	.00
00103010	530801 LEGAL ADS Legal Ads in North East Independent and other local publications (The View)	4,000.00	4,000.00	4,000.00	4,000.00	.00	.00
00103010	530805 REPORTS	.00	.00	.00	.00	.00	.00
00103010	530806 BOOKBINDIN	.00	.00	.00	.00	.00	.00
00103010	531003 COMMUNICAT Maintenance for sound and recording equipment at Town Hall and Senior Center	500.00	500.00	500.00	500.00	.00	.00
00103010	531004 OFFICE EQU Maintenance contracts for printer/reader and typewriters. Also repairs to existing equipment not under contracts.	2,200.00	2,000.00	2,200.00	2,200.00	.00	.00
00103010	531206 CONTRACTUA Stenography service for Town Council Meetings 5 @\$300 per meeting and yearly maintenance fees for the Probate, Dog License, Vitals and Committee software at \$295.00 ea	2,000.00	2,000.00	2,000.00	2,000.00	.00	.00
00103010	540101 OFFICE SUP Office Supplies include; toner for 5 printers, paper and toner for microfilm machine, paper, ink for time/date and book and page stamps, misc. envelopes, folders, labels, etc	2,500.00	2,500.00	3,100.00	3,100.00	.00	.00

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GENERAL FUND			2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00103010	540108	BOOKS & PU	1,200.00	1,200.00	1,200.00	1,200.00	.00	.00
		Rhode Islang General Law supplements and RI Reporter						
00103010	550301	OFFICE EQU	.00	.00	.00	.00	.00	.00
00103010	550701	OTHER CAPI	.00	.00	.00	.00	.00	.00
TOTAL TOWN CLERK			406,837.00	353,524.00	352,868.28	352,868.28	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00103050 BOARD OF CANVASSERS						
00103050 510101 CLASS FT Clerk II - 100%	.00	51,981.00	54,016.35	54,016.35	.00	.00
00103050 510104 UNCLASS PT Election support duties for the Board of Canvassers for September Primary, General Election, Special Election and Budget Referendum	.00	.00	2,500.00	2,500.00	.00	.00
00103050 510107 OVERTIME September Primary Attendance at 8-10 Board Meetings Attendance at 2 Poll Worker Training Sessions Sunday Voter Registration (7 Hours) Mail Ballot Certification  General Election Attendance at 8-10 Board Meetings Attendance at 2 Poll Worker Training Sessions Sunday Voter Registration (7 Hours) Mail Ballot Certification Election Day (10 hours)  Special Election (if needed) Attendance at 5-8 Board Meetings Attendance at 2 Poll Worker Training Sessions Saturday or Sunday Voter Registration (7 Hours) Mail Ballot Certification Election Day (10 hours)  Budget Referendum (if needed) Attendance at 5-8 Board Meetings Attendance at 2 Poll Worker Training Sessions Saturday Voter Registration (7 Hours) Election Day (10 hours)	6,500.00	6,000.00	8,000.00	8,000.00	.00	.00
00103050 510109 SPECIAL EM September Primary - 9 Polls 3-5 Board Memebers - attendance at 8-10meetings @\$25.00 each 3-5 Board Members - Election Day \$300 each 9 Moderators/9 Clerks at \$180 each 63 Supervisors @ \$170 each  General Election - 10 Polls 3-5 Board Members attendance at 12-18 meetings @\$25 each 3-5 Board Members - Election Day at \$300 each 10 Moderators/10 Clerks at \$180 each 67 Supervisors at \$170 each	50,735.00	30,810.00	53,900.00	53,900.00	.00	.00

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
	Special Election - 3 Polls (if needed)						
	3-5 Board Members attendance at 5-8 meetings at \$25 each						
	3-5 Board Members - Election Day at \$300 each						
	3 Moderators/3 Clerks at \$300 each						
	21 Supervisors @ \$170 each						
	Budget Referendum - 3 Polls (if needed)						
	3-5 Board Members attendance at 5-8 meetings at \$25 each						
	3-5 Board Members - Election Day at \$300 each						
	3 Moderators/3 Clerks at \$300 each						
	21 Supervisors @ \$170 each						
00103050	524001 FICA	3,786.00	3,977.00	9,016.78	9,016.78	.00	.00
00103050	524302 RETIREMENT	.00	.00	9,310.25	9,310.25	.00	.00
00103050	524303 UNEMPLOYMN	.00	.00	.00	.00	.00	.00
00103050	524304 HEALTH INS	.00	.00	9,644.89	9,644.89	.00	.00
00103050	524305 DENTAL INS	.00	.00	470.30	470.30	.00	.00
00103050	524306 LIFE INSUR	.00	.00	252.72	252.72	.00	.00
00103050	530103 POSTAGE	2,000.00	2,000.00	3,000.00	3,000.00	.00	.00
00103050	530701 LAND AND B	750.00	500.00	.00	.00	.00	.00
00103050	530704 OTHER RENT	6,761.00	750.00	500.00	500.00	.00	.00
	Rental for voting machines for Budget Referendum (if needed)						
00103050	530801 LEGAL ADS	3,000.00	4,500.00	6,000.00	6,000.00	.00	.00
	Legal ads required to be published in local newspapers and Providence Journal.						
00103050	530805 REPORTS	1,000.00	1,000.00	.00	.00	.00	.00
00103050	540101 OFFICE SUP	5,000.00	1,500.00	3,000.00	3,000.00	.00	.00
	Paper for voter lists, poll books, envelopes, printer toner and misc. supplies for all elections.						
00103050	540102 PRINTED FO	4,740.00	5,000.00	3,000.00	3,000.00	.00	.00
	Opti-scan ballots and coding for 10,000 ballots and ballot applications for Budget Referendum (if needed)						
00103050	540311 FOOD	1,500.00	2,820.00	4,290.00	4,290.00	.00	.00
	Food for Poll Workers/Board of Canvassers for September Primary, General Election, Special Election, Budget Referendum						
	286 x \$15 each						

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00103050 540801 COMMODITIE	1,239.00	.00	.00	.00	.00	.00
00103050 550301 OFFICE EQU Replacement of computer, printer or scanner if needed.	.00	2,000.00	2,000.00	2,000.00	.00	.00
TOTAL BOARD OF CANVASSERS	87,011.00	112,838.00	168,901.29	168,901.29	.00	.00

## ***TOWN SOLICITOR***

The Council appoints the Town Solicitor for a term of office concurrent with that of the Council. The Charter requires that the Solicitor be an attorney at law in good standing that is admitted to practice law in Rhode Island. The Solicitor is the attorney for the Town and legal advisor to the Council, Town Manager and all other officers, departments and agencies of the Town.

Currently the Council has appointed James Reilly as Town Solicitor (and his law firm Kelly, Kelleher, Reilly & Simpson) to represent the Town in all matters other than for labor relations and bond matters. The law firm of Whelan, Corrente, Kinder & Siket LLP has been appointed to represent the Town for labor relations. The Town has appointed David Ferrara, Taft & McSally, as Bond Counsel to represent the Town for bond related matters. PFM Financial Advisors has been appointed as the Town's financial advisors.

Legal services in the categories of police prosecutions, land use matters, tax assessment and collection, general pending litigation and Town Council matters are billed on a monthly basis at a yearly retainer rate. Legal services for labor relations and Bond Counsel are billed at an hourly rate on a monthly basis.

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00104010 TOWN SOLICITOR						
00104010 530501 DUES & MEM	.00	.00	.00	.00	.00	.00
00104010 530603 LEGAL SERV	.00	.00	.00	.00	.00	.00
00104010 531206 CONTRACTUA	2,500.00	.00	.00	.00	.00	.00
00104010 540108 BOOKS & PU	.00	.00	.00	.00	.00	.00
TOTAL TOWN SOLICITOR	2,500.00	.00	.00	.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00104011 TOWN SOLICITOR LABOR						
00104011 530603 LEGAL SERV	70,000.00	50,000.00	50,000.00	50,000.00	.00	.00
TOTAL TOWN SOLICITOR LABOR	70,000.00	50,000.00	50,000.00	50,000.00	.00	.00

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3	
00104012 TOWN SOLICITOR POLICE PROSECUT								
00104012	530603	LEGAL SERV	43,400.00	58,000.00	60,000.00	60,000.00	.00	.00
TOTAL TOWN SOLICITOR POLICE			43,400.00	58,000.00	60,000.00	60,000.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00104013 TOWN SOLICITOR LAND USE MATTER						
00104013 530603 LEGAL SERV	42,600.00	38,000.00	40,000.00	40,000.00	.00	.00
TOTAL TOWN SOLICITOR LAND US	42,600.00	38,000.00	40,000.00	40,000.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00104014 TOWN SOLICITOR TAX ASSESS/COLL						
00104014 530603 LEGAL SERV anticipated reval related appeals	5,900.00	6,500.00	20,000.00	20,000.00	.00	.00
TOTAL TOWN SOLICITOR TAX ASS	5,900.00	6,500.00	20,000.00	20,000.00	.00	.00

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3	
00104015 TOWN SOLICITOR TOWN COUNCIL MA								
00104015	530603	LEGAL SERV	50,000.00	65,000.00	50,000.00	50,000.00	.00	.00
TOTAL TOWN SOLICITOR TOWN CO			50,000.00	65,000.00	50,000.00	50,000.00	.00	.00

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3	
00104016 TOWN SOLICITOR PENDING LITIGAT								
00104016	530603	LEGAL SERV	45,000.00	25,000.00	25,000.00	25,000.00	.00	.00
TOTAL TOWN SOLICITOR PENDING			45,000.00	25,000.00	25,000.00	25,000.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00104017 TOWN SOLICITOR PUBLIC WORKS						
00104017 530603 PUBLIC WKS	7,000.00	7,000.00	10,000.00	10,000.00	.00	.00
TOTAL TOWN SOLICITOR PUBLIC	7,000.00	7,000.00	10,000.00	10,000.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00104018 TOWN SOLICITOR BOND COUNSEL						
00104018 530603 LEGAL SERV	2,000.00	3,000.00	3,000.00	3,000.00	.00	.00
TOTAL TOWN SOLICITOR BOND CO	2,000.00	3,000.00	3,000.00	3,000.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
<hr/>						
00104019 TOWN SOLICITOR TAX REVERTED PR						
00104019 530603 TAX PROPER	.00	.00	.00	.00	.00	.00
TOTAL TOWN SOLICITOR TAX REV	.00	.00	.00	.00	.00	.00

## **FINANCE**

Theodore J. Przybyla, Finance Director

**Mission Statement-** Provide clear, accurate, and timely financial information services and reporting within the organization and to the public. The timely delivery of this service is essential for proper and effective financial management of the Town. Provide for the safekeeping and the prudent investment of all Town funds as well as strict financial budgetary control over all departments. Collect all revenues of the Town in a courteous and equitable manner.

### **Administration**

All phases of financial activities of Town government, coordination of all divisional activities and planning, and implementation of new financial and information technology procedures fall within the area of responsibility of the Office of Finance Director. The Finance Director works directly with the Town Manager, assisting in financial research, statistical analysis, budgeting, and fiscal policy making, as well as providing general supervision over all divisions of the Finance Department. The Finance Director administers the general government insurance programs and assures that proper compliance, reporting and accounting requirements are met.

### **Deputy Finance Director/Controller**

Directly responsible to the Finance Director is the Controller or Chief Accounting Officer of the Town. The Controller maintains all books and performs a "continuing" internal audit of various governmental activities. The Controller provides accounting supervision over all departmental activities as well as the day-to-day cash flow analysis, investment scheduling and maintenance of Town's fixed asset system.

### **Collections/Accounts Receivable**

This Division receives and is responsible for all revenues of the Town. Division personnel provide detailed analysis of the various revenues received by category as well as the maintenance of individual accounts payments and receivables records for property taxes, water user fees and many varied miscellaneous fees charged by the Town. Division personnel provide tax and water information.

### **Accounts Payable/Payroll & Employee Benefits**

This Division maintains appropriate ledger control for all funds and disburses all monies from these accounts as well. The pre-audit of vendor invoices is an important function, as are payroll processing and benefits management for general Town employees.

### **Purchasing**

The Finance Department continues to oversee the Purchasing function and provide assistance to other departments when required. However, the outlying departments have taken on some of their own purchasing responsibilities. The finance staff has cross-trained to learn the duties of the Purchasing Agent with respect to the procurement of materials, supplies and services required by the Town, and to ensure that the Town receives the desired quantity, quality, and reliability of goods and services and that such goods and services are obtained at the lowest possible cost to the Town.

**2016/2017 DEPARTMENT GOALS**

<b>Goal</b>	<b>Vision reference</b>	<b>Timeframe</b>
Inform the public and provide the information requested in a timely, professional, and ethical manner to encourage involvement from the public to ensure confidence in the Town's decision-making (Goal 1)	Government	Fiscal 2017
Maintaining compliance with RIGL 44-35-10, the law requires the Finance Director to monitor continuously the financial operations of the Town by tracking actual versus budgeted revenues and expenditures. All reports have been submitted on time (Goal 1)	Government	Quarterly
Continue to cross-train and restructure the workflow within the department due to the staff reductions which has substantiated the critical need for the development of an accounting manual (Goal 2)	Government/Vision	Fiscal 2017
Implement technological advancements to continue to provide our customers with efficiencies in services (Goal 3)	Government	Fiscal 2017
Improve collections of delinquent taxes on motor vehicles by utilizing our collection agency and will continue to hold any motor vehicle bills less than two years old in hopes of collecting the overdue taxes by holding an individual's registration renewal until all delinquent taxes are paid (Goal 5)	Government	Quarterly
Continue to send our quarterly delinquency notices to tax payers (Goal 5)	Government	Quarterly
Investigate other options with our financial institution for our customers to pay their taxes electronically, avoiding unnecessary charges for fees such as automatic quarterly payments by ACH transfers from their bank (Goal 6)	Vision/Fiscal/ Government	Fiscal 2017
Continue digital video of Audit Committee meetings to the web for public access and publish other financial information to the web (Goal 7)	Vision/Government	Fiscal 2017
Preserve our recognition in achieving the Certificate of Achievement Award for our Comprehensive Annual Financial Report(CAFR) from the Government Finance Officers Association (Goal 8)	Vision/Fiscal/ Government	Fiscal 2017
Proactively issue bids for services to provide taxpayers with an honest process and ensure they are getting a high level of trustworthy/dependable services (Goal 9)	Fiscal	Fiscal 2017

**WORK PROGRAM**

<b>QUARTER</b>	<b>ACTIVITY</b>
FIRST QUARTER (7/1/2016-9/30/2017)	Encourage and foster trust among Town employees and the public (Goal 1); Development/creation of written financial procedure manuals and continue cross training staff (Goal 2); Quarterly Delinquent notices (Goal 5)
SECOND QUARTER (10/1/16 to 12/31/17)	CAFR recognition from GFOA (Goal 8); Implement technological advancements to continue to provide our customers with efficiencies (Goal 3 & 6); Quarterly Delinquent notices (Goal 5)
THIRD QUARTER (1/1/17 to 3/31/17)	Production of FY 2017 annual budget and capital improvements program with imaged documents published on the town's web and continue to Assist the Audit Committee with their financial policy charge (Goal 7)
FOURTH QUARTER (4/1/17 to 6/30/17)	Collection of delinquent real estate taxes via tax sale (Goal 5); Prepare for tax 2017 billing (Goals 1, 4, 5)

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00105010 FINANCE							
00105010	510101 CLASS FT	168,520.00	168,520.00	179,514.74	135,093.00	.00	.00
	ACCOUNT RCVBL GRANT MANAGER 50% ALLOCATION 501 AND 1005			25959			
	CLERK I						
	39480						
	CLERK II SPECIALIST- OPEN POSITION						
	34649						
	CLERK II SPECIALIST						
	36917						
	FINANCIAL ASST I THIS POSITION PREV INCL 510104						
	33687						
	END FIGURES INCLUDE STEPS/LONG AND CONTRACTUAL RAISES						
00105010	510102 CLASS PT	.00	.00	35,190.97	60,696.00	.00	.00
	CLERICAL ASSISTANT	18408					
	CLERK I		16953				
	CLERK I OPEN POSITION	16953					
	CLERK I		12602				
	END FIGURES INCLUDE STEPS/LONG AND CONTRACTUAL RAISES						
00105010	510103 UNCLASS FT	155,747.00	158,862.00	245,479.12	236,118.00	.00	.00
	FINANCE DIRECTOR						
	109200.						
	CONTROLLER						
	67578						
	SR ACCOUNTANT						
	60000						
	EXECUTIVE SECRETARY 10% ALLOCATION			4847			
	END FIGURES INCLUDE STEPS/LONG/RAISE						
00105010	510104 UNCLASS PT	13,000.00	10,000.00	.00	.00	.00	.00
00105010	510107 OVERTIME	1,750.00	2,600.00	15,000.00	15,000.00	.00	.00
00105010	510109 SPECIAL EM	.00	.00	.00	.00	.00	.00
00105010	524001 FICA	25,935.00	25,810.00	36,351.64	33,666.00	.00	.00
00105010	524302 RETIREMENT	49,127.00	60,369.00	67,824.64	78,089.00	.00	.00
00105010	524303 UNEMPLOYMN	.00	.00	.00	.00	.00	.00
00105010	524304 HEALTH INS	67,471.00	69,342.00	76,451.80	76,451.80	.00	.00

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3	
00105010	524305	DENTAL INS	4,309.00	4,456.00	5,755.56	5,755.56	.00	.00
00105010	524306	LIFE INSUR	1,329.00	1,329.00	1,469.76	1,469.76	.00	.00
00105010	524401	TUITION &	.00	.00	2,500.00	2,500.00	.00	.00
00105010	524403	ASSOCIATIO	405.00	405.00	500.00	500.00	.00	.00
00105010	524405	GFOA TRAVEL & E	.00	.00	.00	.00	.00	.00
00105010	530103	POSTAGE	11,000.00	11,000.00	11,000.00	11,000.00	.00	.00
00105010	530604	MEDICAL SE	.00	.00	.00	.00	.00	.00
00105010	530605	RECORDS MA	.00	.00	.00	.00	.00	.00
00105010	530606	FISCAL AGE	1,250.00	1,750.00	2,500.00	2,500.00	.00	.00
00105010	530804	OTHER ADS	3,500.00	.00	.00	.00	.00	.00
00105010	531004	OFFICE EQU	200.00	250.00	250.00	250.00	.00	.00
00105010	531206	CONTRACTUA	7,100.00	7,100.00	7,100.00	7,100.00	.00	.00
00105010	540101	OFFICE SUP	6,000.00	6,000.00	6,000.00	6,000.00	.00	.00
00105010	540108	BOOKS & PU	.00	4,500.00	4,500.00	4,500.00	.00	.00
00105010	550301	OFFICE EQU	.00	.00	.00	.00	.00	.00
TOTAL FINANCE			516,643.00	532,293.00	697,388.23	676,689.12	.00	.00

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3	
00105050 DATA PROCESSING								
00105050	510103	UNCLASS FT	145,996.00	148,916.00	162,466.77	162,466.77	.00	.00
00105050	510104	UNCLASS PT	.00	.00	.00	.00	.00	.00
00105050	510107	OVERTIME -	.00	.00	.00	.00	.00	.00
00105050	524001	FICA	11,169.00	11,392.00	12,214.95	12,214.95	.00	.00
00105050	524302	RETIREMENT	22,118.00	27,460.00	26,601.97	26,601.97	.00	.00
00105050	524303	FRINGE BEN	.00	.00	.00	.00	.00	.00
00105050	524304	HEALTH INS	15,249.00	15,676.00	24,207.51	24,207.51	.00	.00
00105050	524305	DENTAL INS	489.00	506.00	1,432.40	1,432.40	.00	.00
00105050	524306	LIFE INSUR	311.00	311.00	589.68	589.68	.00	.00
00105050	524405	TRAVEL AND	.00	.00	.00	.00	.00	.00
00105050	530103	POSTAGE	.00	.00	.00	.00	.00	.00
00105050	530105	DATA PROC	-110,056.00	-110,056.00	-82,000.00	-100,000.00	.00	.00
00105050	530604	MEDICAL SE	.00	.00	.00	.00	.00	.00
00105050	530704	OTHER EXPE	1,425.00	62,283.00	1,500.00	1,500.00	.00	.00
00105050	531004	OFFICE EQU	238,270.22	128,597.00	270,000.00	370,000.00	.00	.00
		OFFICE EQUIPMENT, HARDWARE/SOFTWARE MAINTENEACE CONTRACTS. Increased by \$100K to accommodate ITech Comm proposed projects						
00105050	531206	CONTRACTUA	.00	.00	.00	.00	.00	.00
00105050	540101	OFFICE SUP	.00	.00	.00	.00	.00	.00
00105050	540108	BOOKS & PU	.00	.00	.00	.00	.00	.00
00105050	550301	OFFICE EQU	5,000.00	5,000.00	8,000.00	8,000.00	.00	.00
00105050	550501	OPERATIONA	.00	.00	.00	.00	.00	.00

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00105050 599999	DATA PROCE	.00	.00	.00	.00	.00	.00
	TOTAL DATA PROCESSING	329,971.22	290,085.00	425,013.28	507,013.28	.00	.00

**ASSESSOR**

Linda L. Cwiek, Assessor

**Mission Statement-** The mission of the Tax Assessor’s Office is to respond to all taxpayers in a courteous and timely manner and to make the information on real and tangible property easy to understand and readily available. To insure that revaluations are completed per state laws and follow assessment practices and that all property is being assessed in a uniform manner. To continue to encourage owners of substandard lots of record to combine their lots because of current zoning and reduce the cost of future revaluations and real estate billing. The Town conducted a Statistical Revaluation for the assessment date of December 31, 2015. The Tax Assessor’s Office will be explaining the new assessments during this fiscal year and processing any appeals.

The Tax Assessor's office is responsible for generating a tax roll each year, which consists of all taxable real estate, motor vehicles, and business personal property. It is the responsibility of the Tax Assessor’s Office to list all real property and value the property consistently with existing real property and to locate and value all business personal property. It is the responsibility of the Tax Assessor’s Office to keep accurate records of market and cost trends to prepare for triennial property valuation updates and revaluations. The positions within the Department are responsible for all the clerical functions necessary to prepare the tax roll. Examples of the clerical tasks performed are reading of property transfers and maintaining ownership information, updating mailing addresses, processing of death and probate records for ownership and exemption changes, maintenance of tangible personal property returns, processing of applications for exemptions, processing of farm, forest, and open space applications, processing applications for the Assessment Board of Review, and handling telephone and in-person inquiries for tax information.

**2016/2017 DEPARTMENT GOALS**

<b>Goal</b>	<b>Vision reference</b>	<b>Timeframe</b>
Process tax roll (Goal 1)	Fiscal	Continuing
Explain assessments and appeal process (Goal 2)	Fiscal	Continuing
Update field cards on the web (Goal 3)	Fiscal	Continuing
Encourage combination of sub-standard lots (Goal 4)	Environment	Continuing

**WORK PROGRAM**

<b>QUARTER</b>	<b>ACTIVITY</b>
FIRST QUARTER (7/1/16 to 9/30/16)	Prepare and distribute reports pertaining to the 2016 tax roll (Goal 1) Respond to taxpayer questions and appeals of the 2016 tax roll (Goal 2) Update field cards on web (Goal 3)
SECOND QUARTER (10/1/16 to 12/31/16)	Prepare and mail all forms for the 2017 tax roll (Goal 1 and 2) Review subdivision and survey information for the end of year (Goal 1 and 4) Board of Review applications reviewed (Goal 2) Start Assessment Board of Review Meetings (Goal 1 and 2)
THIRD QUARTER (1/1/17 to 3/31/17)	Enter permit data in the CAMA system for the 2017 tax roll (Goal 1 and 4) Process motor vehicle data for the 2017 tax roll (Goal 1) Update field cards on web (Goal 3)
FOURTH QUARTER (4/1/17 to 6/30/17)	Process tangible information for the 2017 tax roll (Goal 1) Finalize all real estate data, motor vehicle data, personal property data, exemption applications, and ownership information for the 2017 tax roll (Goal 1) Update field cards on web (Goal 3)

**PERFORMANCE MEASURES**

<i>PRODUCTIVITY MEASURE</i>	<i>Goal</i>	<i>ACTUAL 2014/15</i>	<i>BUDGET 2015/16</i>	<i>PROJECTED 2015/16</i>	<i>PROJECTED 2016/17</i>
Parcels	1	11,429	11,900	11,515	11,700
Lots eliminated	5	18	20	15	20
Field Review Real Estate	1	800	1,200	1000	1,200
Land Evidence Records	1	1,335	1,500	1,500	1,500
Assessor Hearings	2	45	200	75	200
Board of Appeals	2	6	50	4	50
Motor Vehicles Processed	1	34,707	35,000	35,000	35,000
Tangible Accounts	1	1,247	1,400	1,300	1,400
Exemptions (Elderly/Blind/Veterans)	1	3,248	3,500	3,500	3,500
Death & Probate	1	303	310	350	310
Supplemental Bills	1	33	50	50	50

**PERSONNEL LIST**

<i>POSITION TITLE (Full Time)</i>	<i>ACTUAL 15/16</i>	<i>BUDGET 16/17</i>	<i>PROJECTED 16/17</i>
Tax Assessor	1	1	1
Clerk II	1	1	1
Clerk I	<u>3/5</u>	<u>3/5</u>	<u>3/5</u>
Total	2 3/5	2 3/5	2 3/5

<i>POSITION TITLE (Part Time)</i>	<i>ACTUAL 15/16</i>	<i>BUDGET 16/17</i>	<i>PROJECTED 16/17</i>
Field Lister/Appraiser	<u>1</u>	<u>1</u>	<u>1</u>
Total	1	1	1

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3		
00106010 TAX ASSESSMENT									
00106010	510101	CLASS FT	39,478.00	38,000.00	41,713.08	41,713.08	.00	.00	
00106010	510102	CLASS PT	15,665.00	14,359.00	17,542.55	17,542.55	.00	.00	
00106010	510103	UNCLASS FT	78,773.00	78,773.00	80,211.56	80,211.56	.00	.00	
00106010	510104	UNCLASS PT	13,000.00	15,000.00	13,000.00	13,000.00	.00	.00	
00106010	510107	OVERTIME	500.00	1,000.00	2,000.00	2,000.00	.00	.00	
		Cover office at lunch & vacation (due to reduced clerical staff) and processing of motor vehicles for tax rolls and Tax Board of Review documentation							
00106010	510109	SPECIAL EM	.00	.00	.00	.00	.00	.00	
00106010	510206	TERMINATIO	.00	319.00	.00	.00	.00	.00	
00106010	524001	FICA	11,316.00	11,316.00	11,741.58	11,741.58	.00	.00	
00106010	524302	RETIREMENT	20,288.00	24,029.00	21,186.77	21,186.77	.00	.00	
00106010	524303	UNEMPLOYMN	.00	.00	.00	.00	.00	.00	
00106010	524304	HEALTH INS	19,998.00	21,198.00	15,134.25	15,134.25	.00	.00	
00106010	524305	DENTAL INS	2,001.00	2,121.00	1,446.48	1,446.48	.00	.00	
00106010	524306	LIFE INSUR	932.00	932.00	421.20	421.20	.00	.00	
00106010	524401	TUITION &	.00	.00	.00	.00	.00	.00	
00106010	524403	ASSOCIATIO	300.00	300.00	300.00	300.00	.00	.00	
		Membership in the International Association of Assessing Officers Organization, Rhode Island Association of Assessing Officers, and Northeast Regional Association of Assessing Officers							
00106010	524405	TRAVEL & E	.00	.00	.00	.00	.00	.00	
00106010	530103	POSTAGE	2,200.00	2,200.00	2,400.00	2,400.00	.00	.00	
		Mailing of exemption forms, tangible equipment forms, and correspondence							
00106010	530605	RECORD MAI	3,900.00	3,900.00	3,900.00	3,900.00	.00	.00	
		Town's share of RI Motor Vehicle Value Commission budget. Web site hosting of field cards on Vision Government Solutions website.							
00106010	530801	LEGAL ADS	100.00	50.00	50.00	50.00	.00	.00	
		Ads for Elderly and Disability Exemptions							

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00106010	530805 REPORTS Tax rolls printed and bound	800.00	800.00	800.00	800.00	.00	.00
00106010	531004 OFFICE EQU Maintenance of printer, copier, and typewriter - service contract on Xerox copier	800.00	800.00	1,000.00	1,000.00	.00	.00
00106010	531203 SUBSCRIPTI Marshall Swift Commercial Estimator & various NADA pricing guides for the motor vehicle pricing for tax roll	817.00	865.00	900.00	900.00	.00	.00
00106010	531206 CONTRACTUA Have tangible property of businesses inspected by an independent company and update pricing table. Have new businesses and those that do not report inspected. If this is not done on an annual basis, it would require a larger budget for revaluation of tangible accounts when doing the revaluation of real estate.	6,398.00	6,000.00	7,000.00	7,000.00	.00	.00
00106010	540101 OFFICE SUP Toner cartridges, typewriter ribbons, envelopes, labels, and miscellaneous office supplies	800.00	1,100.00	1,200.00	1,200.00	.00	.00
00106010	540102 PRINTED FO Print tangible forms that are required to be sent to all businesses each December. Print return envelopes to be sent with Sales Verification forms.	425.00	425.00	450.00	450.00	.00	.00
00106010	550301 OFFICE EQU	.00	.00	.00	.00	.00	.00
00106010	550401 VEHICULAR	.00	.00	.00	.00	.00	.00
00106010	550701 REVALUATIO Prepare for next statistical revaluation.	.00	25,000.00	25,000.00	25,000.00	.00	.00
TOTAL TAX ASSESSMENT		218,491.00	248,487.00	247,397.47	247,397.47	.00	.00

## **GENERAL OPERATING**

The General Operating group of accounts contains the budget line items used to conduct operations for the whole Town government, which are not broken down to specific departments.

**General Operating - Retirement Allowance** Within this category is the account used for funding the payment of termination pay to retiring employees. Under collective bargaining agreements and the personnel rules and regulations, the Town is required to pay those employees who retire from service with the Town their accumulated vacation and sick leave up to a maximum amount as designated in their contracts as well as to pay health insurance for retirees.

**General Operating - Insurance** The unemployment reimbursement and insurance costs of the Town are paid from this account. The unemployment reimbursement is paid for those employees who are laid off or terminated by the Town. The Town is required to reimburse the State of Rhode Island for those expenses. The general insurance account includes payment for insurance coverage from the R.I. Interlocal Risk Management Trust. Funding for coverage for workers' compensation insurance from R.I. Interlocal Risk Management Trust has been included as well with a partial offset coming from the Workers Compensation Reserve Fund which has been the process for the past few years.

**General Operating - Utilities** All costs for telephone, electricity, natural gas, heating fuel, water and street lighting for Town operations are allocated within this account. The maintenance for 154 hydrants at QDC is also incurred within this account.

**General Operating - Other** The accounts funded within this category are postage, town-wide copy machines lease payments, and service contracts and supplies. The general Town stationery is purchased from this account. A conference and meetings account is used to fund Town personnel attendance at conferences and seminars relating to the function of their respective departments, however, this account has decreased due to budget constraints.

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3	
00107010 GENERAL OPERATING TERMINATION/								
00107010	510206	TERMINATIO	50,000.00	150,000.00	150,000.00	150,000.00	.00	.00
00107010	510207	INSRESERVE	200,000.00	280,745.00	280,745.00	280,745.00	.00	.00
00107010	524001	FICA	.00	.00	.00	.00	.00	.00
00107010	524304	HEALTH INS	1,573,838.00	1,617,905.00	1,625,000.00	1,625,000.00	.00	.00
00107010	530103	POSTAGE	.00	.00	.00	.00	.00	.00
TOTAL GENERAL OPERATING TERM			1,823,838.00	2,048,650.00	2,055,745.00	2,055,745.00	.00	.00

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00107020 GENERAL OPERATING INSURANCE							
00107020	524303 UNEMPLOYME	2,000.00	2,000.00	2,000.00	2,000.00	.00	.00
00107020	530406 GENERAL IN	515,000.00	505,368.00	525,000.00	525,000.00	.00	.00
00107020	531206 CONTRACTUA	.00	.00	.00	.00	.00	.00
TOTAL GENERAL OPERATING INSU		517,000.00	507,368.00	527,000.00	527,000.00	.00	.00

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3	
00107030 GENERAL OPERATING UTILITIES								
00107030	530101	TELEPHONE	160,000.00	152,000.00	152,000.00	152,000.00	.00	.00
00107030	530301	ELECTRICIT	206,000.00	218,000.00	218,000.00	218,000.00	.00	.00
00107030	530302	GAS	73,000.00	73,000.00	73,000.00	73,000.00	.00	.00
00107030	530303	FUEL OIL	117,500.00	117,500.00	88,125.00	88,125.00	.00	.00
00107030	530304	SEWAGE	1,535.00	1,535.00	1,535.00	1,535.00	.00	.00
00107030	530306	WATER	14,500.00	14,500.00	14,500.00	14,500.00	.00	.00
00107030	530307	HYDRANTS	90,385.00	90,385.00	90,385.00	90,385.00	.00	.00
00107030	531201	STREET LIG	355,000.00	376,125.00	376,125.00	376,125.00	.00	.00
00107030	550301	OFFICE EQU	.00	.00	.00	.00	.00	.00
TOTAL GENERAL OPERATING UTIL			1,017,920.00	1,043,045.00	1,013,670.00	1,013,670.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00107040 GENERAL OPERATING OTHER						
00107040 510104 UNCLASS PT	.00	.00	.00	.00	.00	.00
00107040 524001 FICA	.00	.00	.00	.00	.00	.00
00107040 524404 CONFERENCE	.00	1,241.00	2,000.00	2,000.00	.00	.00
00107040 530103 POSTAGE	25,000.00	25,759.00	25,000.00	25,000.00	.00	.00
00107040 530703 OFFICE EQU	7,000.00	7,000.00	7,000.00	7,000.00	.00	.00
00107040 530801 EMPLOY ADS	2,000.00	2,500.00	2,500.00	2,500.00	.00	.00
00107040 530924 DAVISVILLE	.00	.00	6,000.00	6,000.00	.00	.00
00107040 530925 WILLETT LI	12,000.00	.00	4,000.00	4,000.00	.00	.00
00107040 530926 USSSARATOG	.00	.00	.00	.00	.00	.00
00107040 531001 MOTOR VEHI	1,000.00	1,500.00	1,500.00	1,500.00	.00	.00
00107040 531013 BOST LEASE	.00	.00	.00	115,000.00	.00	.00
00107040 531206 CONTRACTUA	6,000.00	6,000.00	6,000.00	6,000.00	.00	.00
00107040 531207 WASTEWATER	.00	.00	.00	.00	.00	.00
00107040 540101 OFFICE SUP	9,000.00	10,000.00	10,000.00	10,000.00	.00	.00
00107040 540108 BOOKS & PU	500.00	500.00	1,000.00	1,000.00	.00	.00
00107040 540518 TH MOV EXP	.00	14,150.00	.00	450,000.00	.00	.00
00107040 550301 CAPITAL OF	.00	.00	.00	.00	.00	.00
TOTAL GENERAL OPERATING OTHE	62,500.00	68,650.00	65,000.00	630,000.00	.00	.00

**FIRE DEPARTMENT**

Scott G. Kettelle, Acting Fire Chief

**Mission Statement-** The mission of the North Kingstown Fire Department is to provide for the protection of life and property, through the efficient and effective delivery of emergency and non-emergency services.

The North Kingstown Fire Department provides fire protection and emergency medical care for approximately 27,000 residents of the Town. The Fire Department is comprised of four staffed fire stations. The Department staffs five Fire Engines, two Advanced Life Support(Transport Rescues), one Command Vehicle(Deputy Chief) and one Fire Alarm Operator. Sixty line personnel are assigned to three platoons to cover this mission.

The Fire Department administrative staff is comprised of the Chief, Fire Inspector and the Department Secretary. In addition, the Department operates an emergency-vehicle maintenance facility that services and repairs 27 motor vehicles, staffed by a Fire Mechanic and an Assistant Mechanic.

**2016/2017 Department Goals**

Goal	Vision reference	Timeframe
Respond to all calls for service effectively and efficiently. (Goal 1)	Quality of Life Infrastructure	FY17
Continuation of the in service/on shift, training programs in Haz-Mat, Decon, Confined Space, Rope Rescue, RIT training, Marine Ops., IFSTA, EMS delivery and updates. (Goal 2)	Quality of Life Infrastructure	FY 17
Continue with the implementation of structural modernization that assures that all facilities are code compliant, energy efficient, safe and accessible to the public. (Goal 3)	Infrastructure Quality of Life	FY 17
Correct deficiencies identified in the Insurance Services Office (ISO) report. (Goal 4)	Quality of Life Fiscal / Infrastructure	FY 17
Continue with the State Wide Haz-Mat/Decon Team, training and response program. (Goal 5)	Quality of Life Environment Infrastructure	FY 17
Continuation of the Apparatus and Equipment Replacement Program. (Goal 6)	Infrastructure	FY 17-20
Maintain and improve Department programs, systems and equipment. (Goal 7)	Infrastructure	FY 17
Plan for a Fire Station in the Quonset Point/Davisville Industrial Park. (Goal 8)	Infrastructure Economic Development	FY 17
Identify and implement many of the recommendations in the Matrix report (Goal 9)	Quality of Life Fiscal/Infrastructure	FY 17
Make improvements in programs of Public Education in North Kingstown school. (Goal 10)	Quality of Life	FY 17
Continue ICS and NIMS Training (Goal 11)	Quality of Life	FY 17

**WORK PROGRAM**

QUARTER	ACTIVITY
FIRST QUARTER (7/1/15 to 9/30/15)	Planning (Goal 1,2,3,4,6,7,8,9,10,11), Implementation (Goal 1,2,4,5,7,9,10,11), Training (ICS, NIMS, IFSTA, Haz-Mat, Decon, Confined Space, Rope Rescue, RIT, Marine Ops. ) (Goal 1,2,4,5,9), EMS continuing education program (Goal 1,2,7), CAD data entry (Goal 1,2,7,9), School facilities inspections (Goal 1,2,4,9), Senior Citizen Fire Safety Program (Goal 7), Quarterly fire alarm system testing (Goal 1,3,7), Continuation of the Radio Box replacement program (Goal 1,3,7), Radio system maintenance (Goal 1,7), Update Department Rules and Regulations (Goal 1,2,7,9), Quarterly hose change (Goal 1,7), District Inspections (Goal 1,2,4,9), Apparatus Preventive Maintenance and Testing program (Goal 2)
SECOND QUARTER (10/1/15 to 12/31/15)	Planning (Goal 1,2,3,4,6,7,8,9,10), Implementation (Goal 1,2,4,5,7,9,10), Training (IFSTA, Haz-Mat, Decon, Confined Space, Rope Rescue, Drafting Cisterns) (Goal 1,2,4,5,7,9), Annual hose testing (Goal 1,2,4,7), CAD data entry (Goal 1,3,7,9), Inspections and Pre Planning (Goal 1,3,4,9), Fire Prevention Education in the Schools (Goal 3,7,10), Quarterly fire alarm system testing (Goal 1,3,7), Fire Alarm systems maintenance (Goal 7), Radio Box Replacement program (Goal 1,3,7), Winterization of Marine 1 (Goal 7), Apparatus Preventive Maintenance program (Goal 1,4,7,9), EMS continuing education program (Goal 1,2).
THIRD QUARTER (1/1/16 to 3/31/16)	Planning (Goal 1,2,3,4,6,7,8,9,10,11), Implementation (Goal 1,2,4,5,7,9,10,11), Training (ICS, NIMS, IFSTA, Haz-Mat, Decon, Confined Space, Rope Rescue, Ice Rescue Training, SCBA Testing) (Goal 1,2,4,5,7,9), EMS continuing education program (Goal 1,2), Quarterly hose change (Goal 1,4,7), CAD data entry (Goal 1,3,7,9), Inspection of Commercial Facilities (Goal 1,4,7), Quarterly fire alarm systems testing (Goal 1,3,7), Radio system maintenance (Goal 7), Radio Box Replacement program (Goal 1,3,7), Apparatus Preventive Maintenance program (Goal 1,4,7,10), Seasonal operation Marine 1 (Goal 1,2,7)
FOURTH QUARTER (4/1/16 to 6/30/16)	Planning (Goal 1,2,3,4,6,7,8,9,10), Implementation (Goal 1,2,4,5,7,9,10), Training (IFSTA, Haz-Mat, Decon, Confined Space, Rope Rescue, Marine Ops. (Goal 1,2,4,5,7,9), EMS continuing education program (Goal 1,2), District Inspections (Goal 1,2), Quarterly hose change (Goal 1,4,7), SCBA Bench Testing (Goal 1,4,7), CAD data entry (Goal 1,3,7,9), Inspection of places of assembly and Town License holders (Goal 3), Annual Ladder Testing (Goal 4,7), Quarterly fire alarm system testing (Goal 1,3,7), Fire Alarm System Maintenance (Goal 4,7), Radio System Maintenance (Goal 1,7), Radio Box Replacement program (Goal 1,3,7), Seasonal Operation Marine 1 and 5 (Goal 1,2,7), Apparatus Preventive Maintenance program (Goal 1,4,7,9), Fire Prevention Public Education in the Schools (Goal 3,7,10)

**PERFORMANCE MEASURES**

<i>PRODUCTIVITY MEASURE</i>	<i>Goal</i>	<i>ACTUAL 2012/13</i>	<i>Actual 2014/15</i>	<i>PROJECTED 2015/16</i>	<i>PROJECTED 2016/17</i>
Structure Fires		49	39	48	55
Brush Fires		30	35	44	44
Vehicle Fires		13	13	35	35
Other Fires		19	18	45	45
System Malfunction		333	174	200	250
Malicious/Accidental		331	251	300	385
Hazardous Condition		207	260	300	325
Service/Good Intent		1154	1321	1400	1450
Other		384	312	375	400
Mutual Aid Given		66	160	200	225
Mutual Aid Received		297	189	225	250
Medical Calls		2705	2556	2620	2847
MVA		258	136	200	250
Total Incidents		5451	5180	5632	6561
Residential Inspections		360	420	420	380
Commercial Inspections		383	425	425	400
Plans Review		286	400	400	350
Total Inspections		1029	1245	1245	1130

**PERSONNEL LIST**

<i>POSITION TITLE (Full Time)</i>	<i>ACTUAL 14/15</i>	<i>BUDGET 14/15</i>	<i>PROJECTED 16/17</i>
Fire Chief	1	1	1
Deputy Fire Chief	3	3	3
Fire Captain	5	5	5
Rescue Captain	3	3	3
Fire Lieutenant	12	12	10
Rescue Lieutenant	3	3	3
Private/EMTC	30	30	36
Fire Inspector	1	1	1
Assistant Fire Inspector	0	0	1
Training Officer	0	0	0
Fire Mechanic	1	1	1
Assistant Mechanic	1	1	1
Secretary	<u>1</u>	<u>1</u>	<u>1</u>
Total	67	67	66

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3		
00108030	FIRE								
00108030	510101	CLASS FT	3,736,595.00	3,871,319.00	4,490,708.65	4,490,708.65	.00	.00	
00108030	510103	UNCLASS FT	96,128.00	98,050.00	99,086.80	99,086.80	.00	.00	
00108030	510104	UNCLASS PT	7,940.00	7,940.00	18,439.98	18,439.98	.00	.00	
00108030	510106	OUT OF RAN	12,750.00	18,270.00	42,474.31	42,474.31	.00	.00	
00108030	510107	OVERTIME	902,410.00	885,000.00	565,861.40	600,000.00	.00	.00	
		TC 1 FY 2017	incr to 600K per history and analysis of FY 2016						
00108030	510108	CALLBACK	.00	.00	.00	.00	.00	.00	
00108030	510109	SPECIAL EM	.00	.00	.00	.00	.00	.00	
00108030	510110	PAID TRAIN	20,000.00	20,000.00	31,027.00	31,027.00	.00	.00	
00108030	510111	COLLATERAL	5,500.00	8,000.00	8,000.00	8,000.00	.00	.00	
00108030	510202	HOLIDAY PA	245,000.00	258,540.00	204,572.46	204,572.46	.00	.00	
00108030	510206	TERMINATIO	.00	60,000.00	61,423.31	61,423.31	.00	.00	
00108030	524001	FICA	314,911.00	393,815.00	420,991.34	420,991.34	.00	.00	
00108030	524302	RETIREMENT	1,081,732.00	1,272,467.00	1,233,652.12	1,233,652.12	.00	.00	
00108030	524304	HEALTH INS	973,412.00	1,081,743.00	922,569.54	922,569.54	.00	.00	
00108030	524305	DENTAL INS	50,829.00	56,528.00	53,169.01	53,169.01	.00	.00	
00108030	524306	LIFE INSUR	13,215.00	13,864.00	16,342.56	16,342.56	.00	.00	
00108030	524307	UNIFORM AL	71,300.00	75,900.00	73,600.00	73,600.00	.00	.00	
00108030	524401	TUITION &	10,000.00	10,000.00	10,000.00	10,000.00	.00	.00	
00108030	524403	ASSOCIATIO	1,300.00	1,300.00	1,300.00	1,300.00	.00	.00	
00108030	524405	TRAVEL & E	.00	.00	.00	.00	.00	.00	
00108030	524406	TRAINING E	3,940.00	3,500.00	3,500.00	3,500.00	.00	.00	

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FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00108030	524407	Q/D LADDER	.00	.00	.00	.00	.00
00108030	524408	TRAINING	3,560.00	4,000.00	4,000.00	4,000.00	.00
00108030	530101	TELEPHONE	9,425.00	11,800.00	17,080.00	17,080.00	.00
00108030	530103	POSTAGE	1,500.00	1,500.00	1,500.00	1,500.00	.00
00108030	530104	RADIO SYST	9,000.00	10,000.00	10,000.00	10,000.00	.00
00108030	530106	ALARM SYST	500.00	500.00	500.00	500.00	.00
00108030	530301	ELECTRICIT	.00	.00	.00	.00	.00
00108030	530303	FUEL OIL	.00	.00	.00	.00	.00
00108030	530305	SOLID WAST	7,960.00	7,960.00	7,960.00	7,960.00	.00
00108030	530306	WATER	.00	.00	.00	.00	.00
00108030	530602	PERSONNEL	2,610.00	2,610.00	2,610.00	2,610.00	.00
00108030	530604	MEDICAL SE	3,600.00	3,600.00	3,600.00	3,600.00	.00
00108030	531001	MOTOR VEHI	88,900.00	98,000.00	73,000.00	73,000.00	.00
00108030	531002	CONSTRUCTI	.00	.00	.00	.00	.00
00108030	531003	COMMUNICAT	7,100.00	14,100.00	28,410.00	28,410.00	.00
00108030	531004	OFFICE EQU	.00	.00	.00	.00	.00
00108030	531006	MAINTENANC	17,500.00	21,800.00	19,800.00	19,800.00	.00
00108030	531013	BOST LEASE	.00	30,000.00	30,000.00	.00	.00
00108030	531014	BOSTIT OTH	.00	.00	.00	.00	.00
00108030	531104	HVAC SYSTE	.00	.00	.00	.00	.00
00108030	531203	SUBSCRIPTI	.00	.00	.00	.00	.00
00108030	531206	CONTRACTUA	.00	.00	.00	.00	.00

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00108030	531212	DISASTEREX	.00	.00	.00	.00	.00
00108030	540101	OFFICE SUP	2,522.00	4,943.00	7,500.00	7,500.00	.00
00108030	540102	PRINTED FO	678.00	1,700.00	2,700.00	2,700.00	.00
00108030	540105	MINOR OFFI	322.00	1,557.00	1,000.00	1,000.00	.00
00108030	540108	BOOKS & PU	12,090.00	8,500.00	5,500.00	5,500.00	.00
00108030	540202	SAFETY EQU	2,250.00	19,990.00	22,600.00	22,600.00	.00
00108030	540203	BADGES & E	1,000.00	1,000.00	1,000.00	1,000.00	.00
00108030	540205	PERSONAL E	7,000.00	12,000.00	15,000.00	15,000.00	.00
00108030	540309	FIRE SUPPR	.00	2,000.00	2,000.00	2,000.00	.00
00108030	540310	MEDICINES	.00	.00	.00	.00	.00
00108030	540312	RESCUE SUP	40,000.00	42,500.00	47,500.00	47,500.00	.00
00108030	540401	GASOLINE &	76,500.00	80,000.00	80,000.00	80,000.00	.00
00108030	540402	LUBRICANTS	2,800.00	3,950.00	4,950.00	4,950.00	.00
00108030	540403	TIRES	7,600.00	9,230.00	9,230.00	9,230.00	.00
00108030	540404	BATTERIES	600.00	2,500.00	2,500.00	2,500.00	.00
00108030	540405	ANTI FREEZ	.00	.00	.00	.00	.00
00108030	540406	REPAIR PAR	500.00	550.00	550.00	550.00	.00
00108030	540501	BUILDING R	4,000.00	6,000.00	6,000.00	6,000.00	.00
00108030	540509	JANITORIAL	5,000.00	6,266.00	6,500.00	6,500.00	.00
00108030	540701	HAND TOOLS	1,735.00	735.00	2,000.00	2,000.00	.00
00108030	540801	COMMODITIE	.00	.00	.00	.00	.00
00108030	550101	BUILDING A	5,265.00	265.00	.00	.00	.00

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GENERAL FUND			2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00108030	550301	OFFICE EQU	4,978.00	.00	.00	.00	.00	.00
00108030	550401	VEHICULAR	.00	600,000.00	.00	.00	.00	.00
00108030	550701	OTHER CAPI	.00	.00	.00	.00	.00	.00
TOTAL FIRE			7,873,457.00	9,145,792.00	8,671,708.48	8,675,847.08	.00	.00

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GENERAL FUND			2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00108035 FIRE (Q/D)								
00108035	540515	RENT BOSTI	28,750.00	30,000.00	.00	.00	.00	.00
00108035	540516	ROOF BOSTI	.00	.00	.00	.00	.00	.00
TOTAL FIRE (Q/D)			28,750.00	30,000.00	.00	.00	.00	.00

## ***POLICE DEPARTMENT***

Thomas J. Mulligan, Chief of Police

**Mission Statement** - The mission of the North Kingstown Police Department is to ensure that police services are delivered in an effective and efficient manner – providing a quality of life for all residents and visitors that are free from the threat or fear of crime impacting their lives. Our goal is to accomplish this mission by employing contemporary methods and techniques, while remaining ever vigilant of the need to operate with the utmost regard for customer service.

### **Department Description**

The North Kingstown Police Department is currently staffed by forty-five (45) sworn personnel; the Chief of Police and forty-four officers of various ranks. The uniform patrol ranks are divided into four squads of six patrol officers and two supervisors, consisting of a Sergeant and Lieutenant. The patrol officers work one of two 12-hour shifts, which start at 7AM to 7PM or 7PM to 7AM. Two squads are assigned to each shift, providing 24 hour coverage 7 days a week to the Town of North Kingstown. Additional duties for our personnel include: One (1) patrol officer assigned as a School Resource Officer to patrol the North Kingstown High School Campus; remaining police personnel are assigned to various administrative positions; to include Prosecutions (I / Detective Sgt), Detective Division, which consists of five (5) detectives including the Detective Lt. Commander; a Detective Sergeant (Prosecution).

Civilian support staff include three (3) full-time dispatchers working eight (8) hour shifts, three part-time dispatchers (16 hrs wk), one (1) Administrative Assistant (Chief's Office), one (1) secretary each for prosecution and detective division, one (1) record clerk, one (1) custodian and one (1) mechanic.

Animal Control and Harbormaster staff include: one (1) Animal Warden, one (1) assistant Animal Warden (PT), a(1) part-time Harbormaster, balance of time shared with Allen Harbor, one (1) part-time Assistant Harbormaster and a (1) part-time Harbor Clerk.

The Police Department operates from the Public Safety Complex, housing both police and main Fire Station 1, located at 8166 Post Road. The Animal Control Division operates from the Animal Shelter building located at 395 Hamilton Allenton Road. The Harbormaster maintains a patrol boat berthed at the Town Dock, located at the end of Main Street and maintains an administrative office at police headquarters. The Police Department maintains a fleet of twenty-four vehicles. Our vehicle configuration consists of twelve-marked patrol vehicles equipped with moving radar units, and mobile data terminals and assorted police equipment, as well as nine (9) unmarked vehicles to serve detective and administrative personnel. Included in our vehicle assignments is one van for use by Animal Control, a utility pick-up truck for our Harbormaster and miscellaneous police services, as well as one harbor patrol boat.

### **2016/2017 DEPARTMENT GOALS**

<b>Goal</b>	<b>Vision reference</b>	<b>Timeframe</b>
G1. Respond effective and efficiently to calls for service	Quality of Life Financial	Evaluate Quarterly
G2. Respond proactively to identify community public safety needs.	Quality of Life Org. Development	Evaluate Quarterly
G3. Maintain programs and services.	Quality of Life Org. Development	Evaluate Semi- Annually
G4. Emphasize employee development through critical evaluation, education, training and discipline.	Organizational Development	Evaluate Semi- Annually
G5. Maintain department equipment, systems and facilities.	Organizational Development	Continuous Evaluation
G6. Maintain and improve customer service initiatives.	Quality of Life Org. Development	Evaluate Quarterly
G7. Respond proactively to traffic enforcement needs and traffic management issues in the community.	Quality of Life Org. Development	Evaluate Semi- Annually
G8. Effective and efficiently investigate and prosecute all reported	Organizational	Annually

or known criminal offenses.

G9. Offer education programs to citizens that foster crime prevention awareness

G10. Effectively and efficiently plan and organize to meet the public needs of the various community events and do so in a manner which preserves the quality of life for the residents.

Development

Org. Development

Evaluate Semi-Annually

Quality of Life

Evaluate Quarterly

### WORK PROGRAM

QUARTER	ACTIVITY
FIRST QUARTER (7/1/16 to 9/30/16)	<p>G1: Respond to calls for service. Assign directed patrols to identified areas of concern. Animal Control service to community.</p> <p>G2: Proactive response to public safety needs. Review of bus stops in preparation for new school year. Patrol coastlines, harbor, mooring fields, marinas, and inspect mooring fields.</p> <p>G3: Preparation and organization of SRO (Review / Patrol Assignment) for upcoming school year.</p> <p>G4: Employee development to include in service training, RIMPA, Roger Williams University, Roll-call training.</p> <p>G5: Preparation and review of bid specifications for any purchases – continuous review.</p> <p>G6: Review of customer service practices.</p> <p>G7: Assignment of traffic posts to designated areas of concern. Commercial Enforcement Unit deployment – Quonset / Davisville (Route-403). Juvenile Hearing Board – review and maintain contacts for summer months, prepare for the new school year.</p> <p>G8: Investigation and prosecution of crimes. Review of open and or pending investigations. Municipal Court as directed and assigned.</p> <p>G9: Traffic Enforcement Programs – reviewed for deployment, GRANT funding status.</p> <p>G10: Finalization of 4<sup>th</sup> of July, Wickford Art Festival, Quonset Air Show (RI Air National Guard) – planning and review finalized. Richard Smith’s Castle – review of events; Road races in community – include 5K’s, triathlons and bicycling events.</p>
SECOND QUARTER (10/1/16 to 12/31/16)	<p>G1: Response to calls for service. Assignment of directed patrols to identified areas of concern. Animal Control services to community. Prepare for the conclusion of Harbor Division season, winterization and storage of patrol boat and associated equipment.</p> <p>G2: Capitol improvement plans and operating budget work and preparations for Police / Harbor / Animal. Business and Commercial districts: review of patrol assignments for extra patrol – holiday season.</p> <p>G4: Personnel training on-going – police officer handgun recertification.</p> <p>G5: Department equipment, systems and facility, prepare specifications for the replacement of department vehicles. Mooring inspections – document and replace as needed.</p> <p>G6: Maintain customer service.</p> <p>G7: Traffic enforcement continues – special attention due to holiday season.</p> <p>G8: Investigation / Prosecution of crime and criminal offenses continue.</p> <p>G10: Planning and Organizing community events – Festival of Lights, Tree Lighting, Richard Smith’s Castle – holiday patrols and pedestrian traffic (Plazas and Wickford village).</p>
THIRD QUARTER (1/1/2017 to 3/31/2017)	<p>G1: Respond to calls for service. Animal control services to community.</p> <p>G2: Alcohol / Tobacco compliance checks. Directed patrols – weather dependent. Budget preparations continue – Police / Harbor / Animal Control.</p>

QUARTER	ACTIVITY
<p>FOURTH QUARTER (4/1/17 to 6/30/17)</p>	<p>G3: Police services and programs reviewed for approaching seasons.  G4: Breathalyzer certifications, in-service training continues.  G5: Police vehicle specifications finalized. Maintenance and inspection of mooring. Mooring permits issued, accounts reviewed, lists updated and rotated as necessary.  G6: Maintain customer service. Annual review of civilian complaints, Internal Affairs and annual reports.  G7: Traffic enforcement – review of upcoming programs and other traffic related initiatives.  G8: Investigate and prosecute criminal activity as necessary. Municipal Court calendar received and reviewed for upcoming year  G10: Planning and organizing of community events – Wickford Art Festival (permitting begins), Wickford Regatta – permitting (Town Beach), Quonset Air Show.</p> <p>G1: Response to calls for service. Assignment of directed patrols. Patrol Boat – cleaning, painting and launching of new season, billing of moorings continues.  G2: IMC review of reports. Budget review continues in preparation of adopting final budget.  G3: Commercial Enforcement / Traffic Enforcement – other traffic enforcement programs reviewed for community deployment. SRO to assist in closing out school year, review of potential summer programs vs. return to patrol duty.  G4: Employee Development and training – Employee evaluations, Firearms qualifications. Continuous review of available training provided through RIMPA, Roger Williams University and other accredited services.  G5: Equipment and facility review for end of fiscal year. Budget review of account activity. RADAR units receive annual recalibration.  G6: Review of customer service practices.  G7: Traffic Enforcement and Commercial Enforcement, and other traffic initiatives reviewed, modified and deployed as much as possible.  G8: Prosecution / Traffic Court / Municipal Court – enforcement continues, assigned as necessary.  G9: Community watch programs – program reviewed, refresh or re-establish contact (personnel permitting).  G10: Planning and organizing community events continue to be reviewed. Planning for late fall and winter events begin to be received – review as received.</p>

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00108040	ANIMAL CONTROL						
00108040	510101 CLASS FT Salary for one (1) full time employee and one (1) part-time employee. ACO (FT) one 40 hours per week. ACO (PT) one 16 hours per week.	74,762.00	57,118.00	57,731.49	57,731.49	.00	.00
00108040	510107 OVERTIME Overtime wages for emergencies, call-back for cleaning the building and feeding of animals on holidays, vacation, days off and sick leave. The feeding and cleaning of the animals and building area a daily requirement, results in the need for overtime.	5,000.00	5,000.00	5,000.00	5,000.00	.00	.00
00108040	524001 FICA	6,102.00	4,752.00	5,007.09	5,007.09	.00	.00
00108040	524302 RETIREMENT	12,372.00	14,653.00	7,569.15	7,569.15	.00	.00
00108040	524304 HEALTH INS	16,774.00	17,224.00	9,588.66	9,588.66	.00	.00
00108040	524305 DENTAL INS	543.00	561.00	287.25	287.25	.00	.00
00108040	524306 LIFE INSUR	345.00	345.00	210.60	210.60	.00	.00
00108040	524307 UNIFORM AL Uniform allows for the two (2) Animal Wardens. Each employee receives \$300 per the CBA.	600.00	600.00	600.00	600.00	.00	.00
00108040	530103 POSTAGE Postage related to animal control correspondence, hearings etc. To be covered by Police Department.	.00	.00	.00	.00	.00	.00
00108040	530203 VEHICLE RE Annual vehicle registrations.	22.00	15.00	15.00	15.00	.00	.00
00108040	530305 SOLID WAST Trash pick-up at the poind. Bid contract negotiated within Department of Public Works, costs determined by terms of contract.	1,900.00	1,911.00	2,000.00	2,000.00	.00	.00
00108040	530604 MEDICAL SE Medical coverage for employee pre-exposure vaccinations not covered by medical insurance. Vaccinations are primarily for rabies. The cost to have the series of shots for rabies for one employee - \$255 rabies vaccine; \$225 rabies booster. Budget one each.	480.00	480.00	480.00	480.00	.00	.00
00108040	530801 LEGAL ADS	.00	.00	.00	.00	.00	.00
00108040	531001 MOTOR VEHI Routine maintenance and repair for division vehicle. Account allows for the police department mechanic to have sufficient funds to keep the vehicles in good repair.	900.00	500.00	500.00	500.00	.00	.00

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00108040	531004 OFFICE EQU	.00	.00	.00	.00	.00	.00
	Supplemented from police department budget and supplies.						
00108040	531206 CONTRACTUA	3,420.00	4,000.00	4,000.00	4,000.00	.00	.00
	Vetinary services for impunded animals. The account pays for vetinary care at the North Kingstwon Animal Hospital.						
	NOTE: Due to some payments to NKAH provided by volunteer groups, account expenditures may vary and makes it difficult to determine annual expenditures to this account.						
00108040	540101 OFFICE SUP	.00	.00	.00	.00	.00	.00
	Supplemented by Police Department budget and supplies.						
00108040	540204 UNIFORM RE	282.00	200.00	200.00	200.00	.00	.00
	Replacement of uniform items damaged while on duty, two employees.						
00108040	540205 PERSONAL E	158.00	.00	.00	.00	.00	.00
00108040	540302 ANIMAL FOO	2,500.00	2,500.00	2,500.00	2,500.00	.00	.00
	Funding for this account is utilized for cat litter, dog and cat food for impounded animals. Food supply supplemented by donations.						
00108040	540303 CHEMICAL W	.00	.00	.00	.00	.00	.00
00108040	540310 MEDICINES	.00	.00	.00	.00	.00	.00
00108040	540401 GASOLINE & Fuel for one (1) vehicle. Usage FY15 493.85 gallons Usage FY16 YTD 277.41	2,000.00	2,000.00	1,000.00	1,000.00	.00	.00
	Estimated cost 2. gallon @ 500 gallons.						
00108040	540403 TIRES	400.00	500.00	250.00	250.00	.00	.00
	Tires for division vehicle. Amount budgeted \$125. cost per tire. Replace as needed, budget for two.						
00108040	540509 JANITORIAL	800.00	800.00	800.00	800.00	.00	.00
	Pound cleaning supplies and toilet paper, paper towels. Cleaning supplies necessary for sanitary puposes with having to maintain clean building and animal cages.						
00108040	540701 HAND TOOLS	.00	.00	.00	.00	.00	.00
00108040	540703 FIREARMS	.00	.00	.00	.00	.00	.00
00108040	540801 COMMODITIE	590.00	450.00	450.00	450.00	.00	.00
	Account used for dog tags. Information received by Town Clerk's Office.						
00108040	550301 OFFICE EQU	.00	.00	.00	.00	.00	.00
00108040	550701 OTHER CAPI	.00	.00	.00	.00	.00	.00
	FY17 No requests.						

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
TOTAL ANIMAL CONTROL	129,950.00	113,609.00	98,189.24	98,189.24	.00	.00

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00108060	HARBOR MANAGEMENT						
00108060	510103 UNCLASS FT	.00	.00	.00	.00	.00	.00
00108060	510104 UNCLASS PT	50,069.00	50,069.00	50,069.00	50,069.00	.00	.00
	Salary for Harbor Division						
	Harbor Master 30. x 860 hours=25,800 (43 weeks at 20 hours)						
	Assistant 20. x 500 hours = 10,000						
	Harbor Clerk 27.18 (75 days / 7 hr) = 14,269.50						
	TOTAL 50,069.00						
	Salary for Harbor Division						
	Harbor Master 30. x 860 hours=25,800 (43 weeks at 20 hours)						
	Assistant 20. x 500 hours = 10,000						
	Harbor Clerk 27.18 (75 days / 7 hr) = 14,269.50						
	TOTAL 50,069.00						
00108060	510107 OVERTIME	.00	.00	.00	.00	.00	.00
00108060	510206 TERMINATIO	.00	.00	.00	.00	.00	.00
00108060	524001 FICA	3,830.00	3,830.00	3,830.28	3,830.28	.00	.00
00108060	524302 RETIREMENT	.00	.00	.00	.00	.00	.00
00108060	524303 UNEMPLOYMN	.00	.00	.00	.00	.00	.00
00108060	524304 HEALTH INS	.00	.00	.00	.00	.00	.00
00108060	524305 DENTAL INS	.00	.00	.00	.00	.00	.00
00108060	524306 LIFE INSUR	.00	.00	.00	.00	.00	.00
00108060	530103 POSTAGE	880.00	860.00	950.00	950.00	.00	.00
	Harbor Division correspondence and billing. Harbor Division is expected to send out the following correspondence (pieces) during the FY. Mooring bill 800; Stickers 800; Commercial Fishing notifications 100; monthly Harbor Management packages (7-10) each month. Waiting List / Follow-up / Misc correspondence - appromatley 200 pieces, some of which requires certified mailing. Postage rate .49 (approximately 1900 pieces)						
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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00108060	530604 MEDICAL SE	.00	.00	.00	.00	.00	.00
00108060	530801 LEGAL ADS	.00	.00	.00	.00	.00	.00
00108060	531003 COMMUNICAT	300.00	300.00	300.00	300.00	.00	.00
Radio equipment maintenace and repair, approximatley 500, 300 requested.							
00108060	531005 BOATS & EQ	1,808.00	2,000.00	2,000.00	2,000.00	.00	.00
Maintenance and repair of divisiion boat and equipment. Costs associated with maintenance schedule to insure longevity of equiment.							
FY17 following is expected:							
Oil changes 900							
Motor Service 800							
Replacement of equipment 300							
The routine maintenance program has proven to benefit the life and operating efficiency of boat's motor.							
00108060	531101 STRUCTURAL	.00	.00	.00	.00	.00	.00
00108060	531102 ELECTRICAL	.00	.00	.00	.00	.00	.00
00108060	531206 CONTRACTUA	2,306.00	2,400.00	2,400.00	2,400.00	.00	.00
Miscellaneous services from local boat yards including removal of abandoned boats, maintenance of five (5) transient moorings, seven (7) speed buoys. Annual training for Division staff.							
FY17 Mooring / Speed buoy services 1800							
NOTE: Fees include annual removal, replacment and inspection of equipment, tackle related to each mooring and speed buoy for a two man crew. Cover potential replacement costs of parts used to secure items to bay floor. Account also covers expenses incurred to reset equipment that has moved or shifted as a result of use or storms.							
00108060	540102 PRINTED FO	450.00	490.00	450.00	450.00	.00	.00
Printing of mooring stickers, boarding forms, mooring inspection forms, violation notices and informational brochures.							
FY17 Printing Mooring Stickers \$350, other 100							
TOTAL 450.							
00108060	540204 UNIFORM RE	701.00	200.00	200.00	200.00	.00	.00
Replacement and issue of uniforms for personnel (2), may include rain gear and related equipment. Uniform consists of "polo" type shirt.							
00108060	540401 GASOLINE &	4,000.00	4,000.00	2,300.00	2,300.00	.00	.00
Fuel and oil injection additive for patrol boat. Based upon history of account, patrol hours and fuel costs. Four months of operation.							
FY15 \$2,373,71; 572 gallons; average cost per gallon 4.14							
FY16 YTD 2,177,30; 615.59 gallons; average cost per gallon 3.53							
Projected Use FY17: 650 gallons at 3.50 per gallon - 2,275.							

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00108060	540406 REPAIR PAR	300.00	300.00	300.00	300.00	.00	.00
	Account pays for tools, dock repairs, life rings.						
00108060	540407 PAINT & EM	105.00	300.00	300.00	300.00	.00	.00
	Annual bottom cleaning of boat and maintenance of lettering, boat registration number. Lettering and numbering of speed buoys.						
00108060	540505 SIGNS & MA	.00	.00	.00	.00	.00	.00
00108060	540510 PAINT & PR	.00	.00	.00	.00	.00	.00
00108060	540601 CONSTRUCTI	.00	.00	.00	.00	.00	.00
00108060	540801 COMMODITIE	.00	.00	.00	.00	.00	.00
	FY17 No requests.						
00108060	550701 OTHER CAPI	.00	.00	.00	.00	.00	.00
	FY17 No funding requested.						
	TOTAL HARBOR MANAGEMENT	64,749.00	64,749.00	63,099.28	63,099.28	.00	.00

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00108120	POLICE						
00108120	510101 CLASS FT	3,462,703.00	3,781,413.00	3,781,413.00	3,781,413.00	.00	.00
	Salaries for all fulltime police department employees, excluding Chief of Police. Three (3) fulltime civilian police dispatchers. One (1) fulltime Administrative Assistant (Chief). Two (2) fulltime Secretaries - Prosecution / Detective. One (1) fulltime Records Clerk. One (1) fulltime Custodian. One (1) fulltime mechanic.						
00108120	510102 CLASS PT	49,029.00	54,734.00	54,734.00	54,734.00	.00	.00
	Wages for three (3) part-time civillian dispatcher positions. Part-time dispatcher work sixteen (16) hours per week.						
00108120	510103 UNCLASS FT	96,599.00	96,599.00	98,125.06	98,125.06	.00	.00
00108120	510104 UNCLASS PT	1,500.00	1,500.00	1,365.00	1,365.00	.00	.00
	Wages for part-time Community Service Officers (CSO). CSO's are civilian traffic officers who are normally pad by the companies who hire them for traffic safety. This account is used when a CSO is paid for a civic (Town) detail or traffic function, such as Town Fireworks or a Public Works or Water Department construction project.						
00108120	510107 OVERTIME	305,195.00	305,195.00	356,712.89	356,712.89	.00	.00
	This account pays overtime wages for police personnel. The patrol division of the police department operates on 12 hour shifts, while the detective division and administrative division work 8.5 hour shifts (42 hour week). The patrol division of the police department has a minimum manning requirement for each shift. The day shift (7AM-7PM) is required to maintain for patrol officers and one supervisors at all times. The night shift is required to maintain a minimum of five (5) patrol officers until midnight, at wich time manning may go to four (4) patrol officers; at all times retaining a minimum of one supervisor. Anytime a vacancy is created in which manning goes below the established minimum, an overtime postion (to be filled) is created.						
	The account is also used to cover overtime associated with training, back-fill for training and schools, bike patrol, truck squad, honor guard, traffic details, election polls.						
00108120	510201 COURT FEES	20,000.00	20,000.00	23,334.15	23,334.15	.00	.00
	When police officers are required to be present as a witness to testify in any of the following courts - Federal, Superior, District, Family, Municipal, RITT; if the court time is in excess of their regularly scheduled hours, rate of pay is to be paid as over-time.						
00108120	510202 HOLIDAY PA	259,973.00	301,362.00	264,921.00	264,921.00	.00	.00
	Holiday wages for all police personnel per collective bargaining agreement.						

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00108120	510206 TERMINATIO	.00	.00	157,019.00	157,019.00	.00	.00
	Based upon five (5) member from police and civilian personnel indicating intention(s) for retirement in FY17 according to established collective bargaining agreements.						
	Police - combined or combination of hours to be capped (maximum) of 1,100 hours.						
	Public Service Employees (1033) - 40 days vacation, 50 days sick leave.						
	Non-Union Personnel - 40 days vacation, 120 days sick leave.						
	HART, J - 26,975. (685 hours x 39.38)						
	SCOLAVINO, D - 4,740. (228 hours x 20.79)						
	StONGE, S. - 28,187. (634 x 44.46)						
	DARCY, K - 37,917. (1,100 hours x 34.47)						
	MULLIGAN, T - 59,200 (1280 hours x 46.25)						
00108120	524001 FICA	319,388.00	347,556.00	347,566.00	347,566.00	.00	.00
	FICA Base: 289,278. Holiday: 23,054. Overtime: 23,347.						
00108120	524302 RETIREMENT	983,880.00	1,006,407.00	913,708.46	913,708.46	.00	.00
00108120	524303 UNEMPLOYMN	.00	.00	10,191.96	10,191.96	.00	.00
00108120	524304 HEALTH INS	609,410.00	626,473.00	673,659.97	673,659.97	.00	.00
00108120	524305 DENTAL INS	33,597.00	34,739.00	41,032.60	41,032.60	.00	.00
00108120	524306 LIFE INSUR	10,873.00	10,873.00	13,015.08	13,015.08	.00	.00
00108120	524307 UNIFORM AL	68,100.00	68,100.00	68,100.00	68,100.00	.00	.00
	Uniform allowance for 45 police officers, including the Chief of Police and two (2) support staff (mechanic and custodian).						
	Police: \$1,500.						
	Other: \$300.						
00108120	524401 TUITION &	33,946.00	30,000.00	30,000.00	30,000.00	.00	.00
	Payment for tuition, books, supplies and fees for officers enrolled in college law enforcement degree programs RIGL 42-28.1 and contractual agreement (CBA).						
	Amount budgeted is based on estimates submitted by six (5) officers indicating their intention to continue their education. The total number of potential classes (Undergraduate and Graduate) is 20 at an average cost of \$1,500 and \$30,000.						
00108120	524403 ASSOCIATIO	2,745.00	2,760.00	2,760.00	2,760.00	.00	.00
	Professional association dues for Chief of Police, Training Officer, Firearms Instructors, Detctives and National Academy Graduates and Rhode Island Accreditation Commission.						
	FY17: RI Accreditation 2,000.; IACP 120. RIPCA 150., RIPCA SEC 25.,RAD 100.; RI Crime Lab 30., NESPIN 100. FBINA 100.						
	Professional association dues for Chief of Police, Training Officer, Firearms Instructors, Detctives and National Academy Graduates and Rhode Island Accreditation Commission.						

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00108120	524404 CONFERENCE	.00	.00	.00	.00	.00	.00
	FY17 No funding requested. Attendance at professional meetings and conferences by Chief of Police and other administrative staff.						
00108120	524405 TRAVEL AND	1,000.00	1,000.00	1,000.00	1,000.00	.00	.00
	Mileage reimbursement for court appearances, training and other necessary use of personal vehicles - EZ Pass, parking fees. Mileage rate .485, Wakefield (Court) \$9.; Providence (Courts) \$12. Computed as a set rate, round trip.						
00108120	524407 ADDOFFICER	.00	.00	.00	.00	.00	.00
00108120	524408 TRAINING	8,104.00	22,000.00	22,000.00	22,000.00	.00	.00
	Funding for in-service training for all department employees. The funding in this account pays for those administrative fees directly related to the various training institutions. May include boarding and meals, if required. Officers are trained as trainers and return to department to instruct fellow officers in a particular subject matter; example handcuffing, weapons/firearms.						
	Costs in this account also reflect re-certification and maintenance in the specific areas of training, maintaining proficiency. This account only pays for the training fees and costs of the school, does not support salary or hourly wages (OT) of personnel attending the training.						
	FY14 1,273 training hours.						
	FY15 1,411 training hours.						
	FY16 YTD 833 training hours.						
00108120	524409 INTERNAL A	.00	.00	.00	.00	.00	.00
00108120	530103 POSTAGE	2,750.00	2,750.00	2,900.00	2,900.00	.00	.00
	Postage fees for department correspondence. The police department pays for a mailing machine which stamps all our mailings. Mailing are done for a variety of reasons - bad check complaints, DUI, attorney correspondence, community notifications.						
	FY17: In addition to above, may supplement Harbor Division and Animal Control.						
00108120	530203 VEHICLE RE	25.00	25.00	25.00	25.00	.00	.00
	Vehicle registrations, transfers.						
00108120	530305 SOLID WAST	6,000.00	6,000.00	6,000.00	6,000.00	.00	.00
	Trash pickup at police headquarters. Bid contract negotiated by Public Works.						
00108120	530604 MEDICAL SE	2,000.00	2,000.00	2,000.00	2,000.00	.00	.00
	Physicals and evaluations for department applicants. Account is also used for any job related counseling, fitness for duty evaluations.						
00108120	530605 RECORD MAI	34,000.00	34,000.00	33,450.00	33,450.00	.00	.00
	Repair and replacement of computer equipment, non-staff technical and or diagnostic support as needed. Computer supplies, such as paper, printer cartridges, ribbons, service fees, maintenance costs form RMS / CAD software as well as mobile data and message switch software.						
	FY17						
	WB Mason - Ink, toner cartridges \$2,000						
	Xerox Copier (2) Maintenance contract (Parts/Labor/Supplies) \$2,619.						
	Battery backups (UPS) \$1100.						
	IMC Maintenance Contract \$15,500.						
	Security Cameras / Computer replacement(s) \$3,500.						

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	Hunter Systems (Booking Camera) \$399. Maintenance Mobile Data Terminals (13) printers, cables and connections, hardware and software updates \$6,800. RMS (Old system support) \$1,200 GOTO MY PC \$310. TOTAL: \$33,428.						
00108120	530704 OTHER RENT This account is used to pay for promotion exams - Sergeant, Lieutenant, Captain. In addition to any new hire entry level examinations. Additional expenses may include stenographers, transcripts for court and or internal affairs investigations. FY17 Examination for one rank, McCann Associates test booklets: \$50. per candidate Customized service fee \$1,450. Shipping Handling: \$30. IPMA Testing (New Hires) \$1,140.	3,500.00	4,025.00	2,500.00	2,500.00	.00	.00
00108120	530801 LEGAL ADS	.00	.00	.00	.00	.00	.00
00108120	531001 MOTOR VEHI	.00	.00	.00	.00	.00	.00
00108120	531002 CONSTRUCTI	.00	.00	.00	.00	.00	.00
00108120	531003 COMMUNICAT This account pays for maintenance and repair for radio system. Includes - Two (2) dispatch consoles, Approximately 65 police radios, including battery and part replacements. Ten (10) police department cell phones (Detective and Supervisory staff) \$5,100.;	23,000.00	23,000.00	20,600.00	20,600.00	.00	.00
	ACCURINT USER FEE \$600. (Detective Division / Investigations) Cyber Comm / Eventide Recorder \$1,500. Cyber Comm (console) \$3,600. Office Equip Service Contract: \$300. Battery Replacements (portables) \$500. Verizon MDT connections (IP addresses) 750 x 12 @ \$9,000. CODE RED COVERED BY RIEMA STATE WIDE CONTRACT.						
00108120	531004 OFFICE EQU Detective Division equipment replacement and supplies, in addition to maintenance of equipment, such as breathalyzer and Livescan fingerprint machines.	750.00	750.00	750.00	750.00	.00	.00
00108120	531206 CONTRACTUA Arbitration expenses, notary renewals (\$80.); Department of Health processing fees; communication warrant fees. It is anticipated, based upon previous history that the Police Department will incur fees for fingerprints related to functions, such as childcare, adoptions etc. GUARDIAN TRACKING: \$1,175 (Electronic Personnel / assistance program) PMAM Corporation (Accreditation recording assistance) \$750.	6,373.00	7,816.00	7,816.00	7,816.00	.00	.00

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00108120	531212 DISASTEREX	.00	.00	.00	.00	.00	.00
00108120	540101 OFFICE SUP General office supplies and materials. WB Mason office and building supplies, such as file folders, CD's, batteries, labels, hand sanitizers, manila envelopes (legal), recording tapes, evidence bags, crime scene tape, binders, DYMO labels, copy paper. May include supplies for Animal Control, Harbor Division.	3,775.00	4,000.00	4,000.00	4,000.00	.00	.00
00108120	540102 PRINTED FO Account utilized for printing of department envelopes, stationary, manuals, forms. Purchase include police department stationary, accident forms, walk-in complaint forms, parking signs; in addition to ADS for sex offender notifications and printed bulletins.	1,500.00	1,500.00	1,500.00	1,500.00	.00	.00
00108120	540106 PRINTING & Detective Division photography and video supplies and processing of same (Detective cases). May include the payment of transcripts of videotaped and recorded interviews of defendants, victims or witnesses involved in major cases. Account may be used to supplement above materials for criminal defense council requests.	.00	1,000.00	1,000.00	1,000.00	.00	.00
00108120	540108 BOOKS & PU Annual general law supplements, recent court decision bulletins, physician's desk reference, professional publications. Lexis Nexis \$2,100; Providence Journal \$125.; SRT News \$60. MYRON/misc \$400. NKHS \$100. Annual general law supplements, recent court decision bulletins, physician's desk reference, professional publications. Lexis Nexis \$2,100; Providence Journal \$125.; SRT News \$60. MYRON/misc \$400. NKHS \$100.	3,956.00	2,600.00	2,600.00	2,600.00	.00	.00
00108120	540205 PERSONAL E This account is used for police academy uniforms, initial issue uniforms and associated equipment for new hires, in addition to honor guard. Account will also cover the replacement of uniforms damaged in the line of duty. FY17 - Two (2) potential replacements due to resignation and possible retirement.	9,700.00	10,000.00	10,000.00	10,000.00	.00	.00
00108120	540301 PRISONER F Food for prisoners held at headquarters.	1,000.00	1,000.00	1,000.00	1,000.00	.00	.00
00108120	540307 AMMUNITION Ammunition and supplies for firearms training and qualifications as required by RIGL 11-47-17.1 (State Mandate). This account is used to purchase all of the department ammunition for department issued handguns, shotguns and patrol rifles. We are required to issue ammunition to each officer and stock each police vehicle with ammunition. This account is also used to purchase ammunition for police academy recruit(s) at the training academy (2000 rounds per recruit). FY17 (estimated) purchase: 40 caliber FEDERAL ball ammunition: (1000 per case) 293. x 9 = 2,637. 40 caliber FEDERAL duty ammunition: (1000 per case) 360. x 3 = 1,080. Shot gun slugs (250 rounds per case) 149. x 2 = 298. 5.56 Patrol Rifle FEDERAL ball ammunition (450 rounds per case) 157. x 10 = 1570. 223 Patrol Rifle FEDERAL duty ammunition (200 rounds per case) 256. x 3 = 768. TASER Cartridges (2 per officer) 22.20 x 90 = 1,998. TASER batteries 36.80 (Average 1 replaced each year) 36.80 x 5 = 184. OC Spray 10.95 per canister (10 replacement) 109.50 Miscellaneous equipment replacement to include targets, cleaning supplies, springs (gun), OC inert spray, simmunitions (police academy 250). RIMPA AMMO 3 x 293. = 879.	8,071.00	12,600.00	9,773.00	9,773.00	.00	.00

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00108120	Total 9773.						
00108120	540310 MEDICINES Emergency medical equipment, gunshot wound kits (2), HIV protective equipment, biohazard protection and cleanup - maintained within police vehicles (12); checked for suitability and expiration, replaced as needed.	200.00	200.00	200.00	200.00	.00	.00
00108120	540312 MEDICAL SU Biohazard materials and equipment. Purchahse of rubber gloves for crime scenes; prisoner contact, processing general handling.	300.00	500.00	500.00	500.00	.00	.00
00108120	540401 GASOLINE & Gasoline for department fleet of vehicles. FY14 GASOLINE: \$152,435.35 total cost; 46,025 gallons used, \$3.31 average cost per gallon. DIESEL: \$1,153.29 total cost; 325.39 gallons used; \$3.54 average cost per gallon. FY15 GASOLINE: 34,557.98 gallons used; \$2.40 average cost per gallon. DIESEL: 285.04 gallons used; \$2.71 average cost per gallon. FY16 (YTD) GASOLINE: 20,965.48 gallons used; 2.00 average cost per gallon. DIESEL: 204.15 gallons used; 3.53 average cost per gallon. ESTIMATED FY17: 40,000 gallons @ 2.25 per gallon. NOTE: Average noted as 2. per gallon, 2.25 used as cushion, totaling 90,000.	185,000.00	177,475.00	90,000.00	90,000.00	.00	.00
00108120	540402 LUBRICANTS We purchase motor oil for our fleet of 23 vehicles. We order approximately 165 gallons (2/3 x 55 gallon, approximate cost 400); additional fluids include transmission, brake, antifreeze, grease, washer fluid. We purchase motor oil for our fleet of 23 vehicles. We order approximately 165 gallons (2/3 x 55 gallon, approximate cost 400); additional fluids include transmission, brake, antifreeze, grease, washer fluid.	1,200.00	1,200.00	1,200.00	1,200.00	.00	.00
00108120	540403 TIRES Replacement of tires for department fleet of vehicle (snow and regular) and disposal fees, as needed.	10,000.00	10,000.00	10,000.00	10,000.00	.00	.00
00108120	540405 ANTI FREEZ .	.00	.00	.00	.00	.00	.00
00108120	540406 REPAIR PAR Repair and replacement parts and glass for 23 police department vehicles. Repairs include wiper blades, brake pads, rotors, starters, alternators, batteries, tie-rod ends, steering shafts, axles, front cross frames, transmissions, steering column parts; in addition to vehicle inspections for fleet. Due to technological advances in vehicles much of the work is out sourced to dealership. Other vehicles serviced include department speed trailers, HM and ACO vehicles.	32,569.00	34,000.00	34,000.00	34,000.00	.00	.00

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00108120	540505 SIGNS & MA Reflective marking tape and lettering of department vehicles. The cost to stripe one new police vehicle is approximately \$600; anticipate purchasing three (3) new vehicles.	1,800.00	1,800.00	1,800.00	1,800.00	.00	.00
00108120	540508 ELECTRICAL	.00	.00	.00	.00	.00	.00
00108120	540509 JANITORIAL Cleaning supplies for police headquarters and police vehicles. Supplies include paper towels, toilet tissue, cleaning liquids and chemicals, ice melt, trash bags, miscellaneous hand tools, Account includes the care and cleaning of cell blankets. Other cleaning and building expenses include light bulbs, shovels, brooms, vacuum perts and repairs, water hoses; may supplement animal shelter supplies.	4,225.00	3,500.00	3,500.00	3,500.00	.00	.00
00108120	540701 HAND TOOLS	.00	.00	.00	.00	.00	.00
00108120	540703 FIREARMS Repair, replacement and maintenance for department firearms, TASERS and other firearms related equipment. TASERS (#12) (\$814 per unit) FIREARMS Glock 40 cal (#60) 223 patrol rifles (#19) Shotguns (#20)	1,925.00	4,000.00	2,000.00	2,000.00	.00	.00
00108120	540801 COMMODITIE Evidence tags, evidence bags, containers and envelopes (evidence), fire extinguisher replacement and recharge(s), annual RADAR unit calibration (\$900). Detective supply from SIRCHIE.	2,937.00	1,350.00	1,350.00	1,350.00	.00	.00
00108120	550301 OFFICE EQU Repair and replacement of miscellaneous office furniture and equipment.	1,000.00	1,000.00	1,000.00	1,000.00	.00	.00
00108120	550401 VEHICULAR Three (3) patrol vehicles @ \$30,000 each.	90,000.00	90,000.00	90,000.00	90,000.00	.00	.00
00108120	550701 OTHER CAPI	.00	.00	.00	.00	.00	.00
00108120	559999 UNALLOCATE	.00	.00	.00	.00	.00	.00
TOTAL POLICE		6,703,598.00	7,148,802.00	7,202,122.17	7,202,122.17	.00	.00

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00108130 POLICE DETECTIVES						
00108130 530103 POSTAGE	.00	.00	.00	.00	.00	.00
TOTAL POLICE DETECTIVES	.00	.00	.00	.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00108140 POLICE PATROL						
00108140 530103 POSTAGE	.00	.00	.00	.00	.00	.00
TOTAL POLICE PATROL	.00	.00	.00	.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00108141 POLICE EMERGENCY RESPONSE						
00108141 530103 POSTAGE	.00	.00	.00	.00	.00	.00
TOTAL POLICE EMERGENCY RESPO	.00	.00	.00	.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00108142 POLICE PROJECT DARE						
00108142 530103 POSTAGE	.00	.00	.00	.00	.00	.00
TOTAL POLICE PROJECT DARE	.00	.00	.00	.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00108143 CRIME PREVENTION PROGRAM						
00108143 530103 POSTAGE	.00	.00	.00	.00	.00	.00
TOTAL CRIME PREVENTION PROGR	.00	.00	.00	.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00108150 POLICE MECHANIC						
00108150 530103 POSTAGE	.00	.00	.00	.00	.00	.00
TOTAL POLICE MECHANIC	.00	.00	.00	.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00108160 POLICE JANITOR						
00108160 530103 POSTAGE	.00	.00	.00	.00	.00	.00
TOTAL POLICE JANITOR	.00	.00	.00	.00	.00	.00

## ***PLANNING AND DEVELOPMENT***

Nicole A. LaFontaine, AICP, Director

**Mission Statement-** The overall mission of the Department of Planning and Development is to facilitate change within the vision of the community; to assist the community in developing its vision; and to ensure the protection and balance of land use regulations and quality of life.

The Department of Planning and Development is the town's primary center for short and long range planning. The department's staff provides planning, administrative, and technical support to the Town Council, Planning Commission, Zoning Board of Review, Historic District Commission, Community Development Block Grant Program Advisory Committee, Conservation Commission, Economic Development Advisory Board, and Wickford Economic Development Advisory Board. In addition, the department provides assistance to other town boards such as the Harbor Management Commission, the Affordable Housing Task Force, and the Wickford Plan Committee. The department also manages the town's Technical Review Committee, which provides technical support for projects and applications. Staff support to these various boards, committees, and commissions typically includes providing staff reports, project summaries, project recommendations, drafting meeting agendas, meeting minutes, decisions, scheduling, and record keeping. The Department of Planning and Development has an important day-to-day role in providing information to the public concerning land use, zoning, flood hazard areas, demographics, open space and other town regulations.

The Planning Department assists the Planning Commission and Town Council with the implementation of the North Kingstown Comprehensive Plan. The town is currently underway in a complete re-write of the comprehensive plan. The Town Council and Town Manager are also provided with direct staff assistance on selected matters related to land use. Over the past year, the department has assisted the Planning Commission and Town Council in the rewrite of the comprehensive plan plus a number of zoning matters including animal-related issues, creation of a redevelopment authority, and minor adjustments to the Post Road district. We are working with a consultant to overhaul our zoning ordinance and subdivision regulations. We continue to move forward with pedestrian, village friendly development which reflects the characteristics already in play in North Kingstown. We continue to review the Post Road regulations for possible improvements. Over the past few years the Planning Department has updated the zoning, subdivision, historic district, and land development applications and provided better public access by adding those applications for electronic use through the North Kingstown website and continues to improve the process. We continue to do so and are working on future technological improvements. Currently we are determining the best process to provide online applications in concert with the current building permit application system which could then assist in the creation of a universal parcel database for both staff and residents/business owners.

The Planning Department is responsible for reviewing land development plans and new commercial and residential subdivisions. The Planning Department also continues to manage the phases of the Reynolds Farm development, located on Post Road. A number of small scale developments are at various points of the planning process. Larger projects, including the Gateway Roundabout, Preserve at Rolling Greens, and Frenchtown Commons are also at various points of the planning process and could come back for future stages of approval in the near future.

Three years ago, the town incorporated an Economic Development Manager position into the Planning Department. The Planning Department continues to strengthen its goal of making North Kingstown a great place to do business. This year we have worked closely with the Town Council and various members of the public to create a matrix of economic functions for the town. This is a great tool in determining how North Kingstown can move forward and also join forces with outside entities to enhance our economy. We are in the midst of interviewing and hiring an Economic Development Administrator, which was the retooled position after much discussion with the Town Council. The position will assist in staffing the town's Economic Development Advisory Board (EDAB) as well as the Wickford Economic Development Advisory Board (WEDAB). We continue to utilize the market analysis performed by 4Ward Planning in determining best next steps for North Kingstown.

A sign committee was also formed in conjunction with the EDAB and the North Kingstown Chamber of Commerce as an effort to re-write the entire sign ordinance. The Sign Committee is reviewing the existing sign ordinance with a view to creating a more up-to date ordinance that is content neutral and more user-friendly to the customer. Signage language and requirements have advanced significantly in recent years and attention in the re-write is focusing on addressing the emergence and need for different types of signage. The re-write is also conscious of ensuring that language is consistent throughout to aid in making it an easily comprehensible ordinance for interpretation purposes for all. While the re-write was initiated to review signage in an effort to make North Kingstown more business friendly, the Sign Committee does include residents to ensure there is a healthy balance of views represented. While the structure and overall content will be changing, the purpose "to promote and protect the public health, welfare and safety" by regulating signage and the intention to enhance and protect the physical appearance and natural beauty of the community and contribution to a healthy business climate remain key focuses of the re-write.

The Planning Department received \$18,000 in technical assistance funding from RhodeMap RI to undergo a review of customer service in the regulatory review process through a technique called LEAN – a production approach and a set of methods that seeks to eliminate all non-value added activity from a process. The LEAN process enables North Kingstown to grow its economy by creating an approval process that is perceived by all to be user friendly. Through the process, staff from all departments involved in permit review attended nine three hour meetings and reviewed how a project goes through the permitting process. A number of quick-to-fix items came out of the LEAN process, including utilizing fillable forms, adding all applications to the town's website, and updated the town's TRC review process to better prepare an applicant for the steps post-Planning Department. A number of longer term possibilities were also unveiled – most importantly, the need to create one permitting system through all departments. This permitting system was discussed above. We also will be participating in Commerce RI's municipal initiative to streamline the business application process. In addition, the LEAN findings have been utilized to assist the ITAC move forward with many of their recommendations..

The Department of Planning and Development also prepares the town's application for the Community Development Block Grant Program and Certified Local Government (CLG) funds. The town has received preagreement for the 2015 Program Year to fund improvements at McGinn Park and we have begun the process of these improvements. Monies for services previously funded at each community level have been conglomerated to single communities. The town applied and received a \$1,357,200 CDBG-Disaster Recovery Grant related to Nemo, Sandy, and Irene for the Wickford Sewer project. This involves infrastructure improvements containing a force main, pump station and lateral connections for affordable housing on Intrepid Drive. The sewer project is in the midst of the design stage. We anticipate hearing regarding our 2016 CDBG application within the next weeks.

Additionally, the Planning Department prepares all applications for open space preservation, many recreation improvement projects, as well as other environmental preservation measures for the town. The Department of Planning and Development, working in collaboration with the Town Manager's office, the Water Department and the Land Conservancy of North Kingstown are currently in negotiations to protect land, including some key working farms and critical habitat throughout the town through the purchase of development rights. The Benson property, located in the Narrow River watershed, was protected in 2014. The town closed on the fee simple land acquisition and development rights purchase which prevented a 3-lot single family housing development on key habitat area and located in a GW1 protection district. The town continues to work towards protecting additional lands in town including the protection of 37 acres located at 300 Fletcher Road. The USDA-Natural Resource Conservation Service (NRCS) will provide \$370,000 and the Agricultural Lands Preservation Commission (ALPC) will provide \$185,000 for the development rights acquisition. The Healey Farm, located at 1100 Lafayette Road, will also be protected. The NRCS will provide \$327,500 and the Land Conservancy of North Kingstown will provide \$1000 to purchase the development rights to 38 acres of the property. The town was awarded a \$120,000 grant in December 2014 from RIDEM to purchase the 5 acre parcel located on Carr Pond. The town is hoping to partner with the RI Water Resources Board on this purchase. This parcel is located adjacent to one of the town's well sites and could provide a new well location if deemed necessary in the future. The department continues to work with other small sites throughout town for possible future acquisitions and/or preservation.

In the spring of 2011, the Town was awarded an RIDEM recreation grant to extend the existing bike path in the Quonset Business Park into the town-owned property at Calf Pasture Point. This bike path has already been constructed and now connects the commercial corridor of Post Road to Narragansett Bay. The first of two fitness

stations has been installed at the northern end of the bike path where it turns east to parallel Pettee Avenue. The second fitness station was recently awarded to Fitness Trails LLA, and will be installed in the spring. This second station will be located closer to the entrance near the parking lot for the Quonset path. This project is almost completed and has positive feedback from the town members utilizing the path. The town received a grant from the RIDEM in 2012 to upgrade the informal trail network located at Cocumscussoc State Park located off Post Road near the Richard Smith picnic grove. This project is still underway.

The town is still in the process of implementing the results of the \$70,000 planning challenge grant from the Rhode Island Statewide Planning Program to further expand the Transfer of Development Rights program to redirect growth not only to the Post Road corridor, but towards the historic and emerging village centers in North Kingstown that are capable of future growth opportunities.

The town continues to work with the University of Rhode Island Coastal Resources Center on completing the second phase of our work on sea level rise and climate change. This project began with funding by a \$100,000 planning challenge grant. Final products include a draft element of changes to the North Kingstown Comprehensive Plan to address the required element of climate change and sea level rise. We are working on Phase III (GRIP) of this project will begin as part of a grant funded project with URI and the US Department of Interior. This will include designing implementation strategies and measures in town for the mitigation and adaptation of climate change, flooding impacts, and sea level rise. In addition, our work on this project plays a role in many other projects and planning efforts.

In addition, staff embarked on collaboration with the University of Rhode Island 2014 Junior Landscape Architecture studio (LAR 344) and the URI Coastal Resources Center / Rhode Island Sea Grant College Program in January 2014 as an initial effort to incorporate adaptation techniques into the town's historic district landscape. Due to the success of our collaboration, we continued to work with URI on a project regarding green infrastructure on town sites (Brown Street parking lot and Narragansett Electric site on Phillips Street) and the incorporation of techniques with the issues of parking, public spaces, drainage, connectivity, and sea level rise.

The town is also participating in a project funded by the USEPA to perform a sea level rise-related economic analysis. The project will determine and assess impacts of climate change and sea level rise on North Kingstown businesses and economic development possibilities. This is a great opportunity for the town's Water and Planning Departments to work with the USEPA, piloting an EPA tool that helps water utilities understand the economic impacts of scenarios such as losing assets (e.g., pump station) to a flood or sea level rise. The EPA tool will help water utilities understand the economic impacts of scenarios such as losing assets (e.g., pump station) to a flood or sea level rise. The tool was reviewed by a number of town boards and commissions that play a role in development and economics.

The Department also received a small grant in the amount of \$4,700 from the RICRMC Coastal and Estuary Habitat Restoration Fund program to pursue a marsh adaptation project in coordination with Save The Bay and the RIDEM's Mosquito Abatement Coordinator on the remnant salt marsh on the east side of Calf Pasture Point. This adaptation project will facilitate drainage of the recently impounded water on the upper marsh. The goal of this salt marsh adaptation project is to restore the health and function of this marsh complex and enable the upper marsh to remain a productive habitat as sea level rises. This project will be installed in the fall.

The Planning Department is working on a pilot project with Rhode Island Agricultural Partnership in the implementation and show-casing of the concepts put forth in the Rhode Island Department of Environmental Management's guidance document "Community Guidance to Maintain Working Farms and Forests". The town has contracted with the consulting firm, Horsley-Witten Group who was instrumental in drafting the guidance. It is the intent for the town and the partnership to demonstrate how to tailor those elements to the needs and circumstances of a local community, specifically as it relates to the farm and forest land in the town. The Rhode Island Agricultural Partnership has an organizational purpose and goal to secure, maintain, and expand the presence of agriculture in Rhode Island. The town, through the implementation of this project, will be seeking to explore the potential for this in North Kingstown through avenues to include the re-write of the ordinance. The town received a grant of \$25,000

towards the cost of this project, which had an approved change order contract with the Horsely Witten Group in the amount of \$27,000. This project is interrelated with the overhaul of our zoning ordinance and will help us define and better regulate farming issues and animal issues.

In FY 17, the Planning Department will continue to work with our consultants to implement the wastewater facility plan for the established sewer district for the Post Road Corridor. This plan has been approved by the Rhode Island Department of Environmental Management. In November of 2009, the Town approved a \$10,000,000 bond for the first phase of the Post Road sewer project and in November of 2011 a \$9,200,000 bond referendum for the second phase of the Post Road south sewer project. These bonds will pay for the town to install sewers for the first two phases of the southern portion of Post Road. Construction of the first and second phases of the sewer system is complete. The Planning Department will continue to be involved in this work until our sewer project is completed.

The Department is also responsible for monitoring the number of affordable housing units in the town. The latest Low and Moderate Income Homes by Community List produced by RI Housing (dated 7/7/15) indicates North Kingstown has 889 units of affordable housing – an equivalent to 8.12% of the 10,953 total housing units in town. The 10% affordable housing goal is 1096 affordable units. This is an updated number using the 2010 US Census data. An affordable unit needs a certificate of occupancy to count towards our affordable housing total.

The town received several RIDEM Recreation grant in the last year. This includes \$400,000 from the RIDEM plus \$200,000 from QDC for the construction of multi-use fields and a connection to the existing bike path. A health assessment is being completed in order to move forward with this project. The town also received \$75,000 from the RIDEM and \$75,000 from CDBG for improvements at McGinn Park (see above) including the resurfacing of the basketball and tennis courts and the construction of a skateboard park. Lastly, the town received \$100,000 from the RIDEM for the design and construction of a passive historic park with signage, landscaping, and benches at the Wickford Elementary property. This project is on hold as we determine the future of the Wickford Elementary school site.

The Planning Department, along with the Harbormaster, worked with RIDEM to secure approximately \$400,000 for reconstruction of the Allen Harbor Board Ramp, including widening of the two ramps, removal of the physical barrier, dock repair/addition to the adjacent pier structure, and land side public access improvements.

The Department continues to work with the Water Department on policies to decrease summer water use and to educate the public about the importance of water conservation. The Planning Department along with the Town Manager and Water Department are currently working with the State Department of Environmental Management and the State Water Resources Board to effectively plan for future development and growth that sustains our water resources into the future. The town recently adopted changes (2014) to the town's water service area to direct future development to where infrastructure is available, particularly to those areas in town that are planned for future growth. The town worked with our consultants to determine the impacts, positive or negative to the proposed changes in the Water Service Area. This was a key step to work towards making water available for economic development and growth in identified villages and growth areas. The Department working with the Public Works Department, the Town Manager's office, and the Town Council were successful in passing stormwater regulations.

### 2016/2017 DEPARTMENT GOALS

Goals	Vision Reference	Timeframe
Goal 1: Administer and Update Town Regulations	Vision	July-June
Goal 2: Comprehensive Plan Re-write and Implementation (plan also includes Affordable Housing, Wickford Plan, Wickford Junction TOD, Market Analysis, Village and TDR Plan, Harbor Management Plan, Hazard Mitigation	Vision, Quality of Life, Environment, Economic Development	July-June

Plan, Davisville Plan, Climate Change. Work to these plans completed as needed)		
Goal 3: Develop and Implement an Economic Development Strategy	Quality of Life, Economic Development	July-June
Goal 4: Post Road Corridor Plan Implementation	Vision, Quality of Life, Economic Development, Environment	July-June
Goal 5: Continue to improve customer services, application system, LEAN work	Quality of Life, Economic Development	July-June
Goal 6: Implement Wickford Junction Village recommendations, finalize zoning	Vision, Quality of Life, Economic Development, Environment	July-June
Goal 7: Implement Villages Plans/Healthy Places Plan (utilize TDRS as feasible)	Vision, Quality of Life, Economic Development, Environment	July-June
Goal 8: Implement Climate Change/Green Infrastructure Work	Vision, Quality of Life, Environment	July-June
Goal 9: Farmland and Open Space Preservation	Vision, Quality of Life, Environment	July-June
Goal 10: Implement Sewer Plan	Vision, Quality of Life, Environment, Economic Development	July-June
Goal 11: Implement Saw Mill Pond Watershed Plan	Vision, Quality of Life, Environment	July-June

#### WORK PROGRAM

QUARTER	ACTIVITY
FIRST QUARTER (7/1/16 to 9/30/16)	Goal 1: Finalize and receive state approvals for write of the comprehensive plan (started 3 <sup>rd</sup> quarter 2014); Goal 2: continue rewrite current zoning and subdivision regulations including public process; Goal 3: continue improvements related to LEAN process; Goal 4: continue to revise and implement Post Road Corridor Plan/regulations; Goal 5: Continue to define North Kingstown's economic development strategy and plans to move forward and work with new EDA position to create goals; Goal 6: Continue to incorporate climate change adaptation strategies; Goal 7: Continue to work on green infrastructure with URI/etc.; Goal 8: Continue with facilities planning efforts for sewer infrastructure and other opportunities related to sewer or commercial infrastructure improvements; Goal 9: Continue to work with Town Council on Wickford Elementary school future; Goal 10: Continue to work with Town Council on future government center decisions
SECOND QUARTER (10/1/15 to 12/31/15)	Goal 1: Finalize comprehensive plan process; Goal 2: Begin implementation of comprehensive plan; Goal 3: continue ordinance/regulations review and redrafting; Goal 4: Annual CRS work; Goal 5: Farmland and open space development rights acquisition ongoing; Goal 6: continue to meet economic development goals and marketing; Goal 7: Prepare a business marketing brochure in correlation with non-municipal entities; Goal 8: Continue work on climate change, green infrastructure, sewers, etc.; Goal 9: Work with groundwater committee to update initiatives
THIRD QUARTER (1/1/16 to	Goal 1: Begin implementation of comprehensive plan; Goal 2: continue/finalize



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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00109010 PLANNING & DEVELOPMENT							
00109010	510101 CLASS FT	42,284.00	42,284.00	44,205.78	44,205.78	.00	.00
00109010	510103 UNCLASS FT	268,844.00	274,221.00	267,348.94	267,348.94	.00	.00
	Salary for: Planning Director 66.666% Supervising Planner Principal Planner 20% IT Manager Economic Development Administrator						
	Staff supports the operations of the Planning Commission, Zoning Board of Review, Historic District Commission, EDABs, applications for developments, grant opportunities for planning, recreation, open space, and every day provision of departmental services.						
00109010	510104 UNCLASS PT	.00	.00	.00	.00	.00	.00
00109010	510107 OVERTIME	.00	.00	1,454.76	1,454.76	.00	.00
00109010	510109 SPECIAL EM	.00	.00	.00	.00	.00	.00
00109010	524001 FICA	32,802.00	24,213.00	24,213.00	24,213.00	.00	.00
00109010	524302 RETIREMENT	47,136.00	58,363.00	48,335.40	48,335.40	.00	.00
00109010	524304 HEALTH INS	59,113.00	60,768.00	61,831.02	61,831.02	.00	.00
00109010	524305 DENTAL INS	3,946.00	4,080.00	3,090.87	3,090.87	.00	.00
00109010	524306 LIFE INSUR	811.00	811.00	1,095.12	1,095.12	.00	.00
00109010	524403 ASSOCIATIO	740.00	1,775.00	2,363.00	2,363.00	.00	.00
	Membership in the American Planning Association for professional members of Planning Department staff. Dues are \$370 each for two principal planners, one supervising planner, and one economic development administrator. Dues are \$440 for the Planning Director (dues are based on salary). Membership for Congress for New Urbanism @ 225 for one planner. Membership for one planner to National Trust of Historic Places @ \$18. \$200 for additional economic development memberships for EDA position.						
00109010	524404 CONFERENCE	3,500.00	3,800.00	4,600.00	4,600.00	.00	.00
	To pay for the cost of professional development conferences. Approximately 10 local conferences or trainings for members of the department at \$40 per one day conferences or training equals \$500. \$1500 for four planners/one EDA attending APA regional conference at \$300 per person for the multi day conference. \$2600 for the Planning Director to attend the National Planning Conference.						

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00109010	524405 TRAVEL & E Mileage is estimated on 2.5 trips to Providence for 5 employees per month at mileage rate of \$.555 per mile. 2.5 trips x 44 miles x 12 months x \$.555 rate x 5 employees = \$3663	3,230.00	2,930.00	3,663.00	3,663.00	.00	.00
00109010	530103 POSTAGE Postage for the Planning Commission, Zoning Board of Review, Conservation Commission, Historic District Commission, and various other mailings	1,913.00	2,000.00	2,000.00	2,000.00	.00	.00
00109010	530602 CONSULTING Consulting services to move forward zoning ordinance/regulation revisions. This will include Wickford Village Center ordinance revisions. Consultants to be obtained to assist in furthering LEAN process regarding online application formulation and additional supplementary items. Anticipate additional consulting services to finish products. Planning always looks for grants and outside funding but typically sources require matches. TC1 \$10K added for future comp plan rewrite (need to restrict at year end)	30,000.00	30,000.00	30,000.00	40,000.00	.00	.00
00109010	530604 MEDICAL SE	.00	.00	.00	.00	.00	.00
00109010	530801 LEGAL ADS Funds required for public hearing process as well as amendments to subdivision regulations and/or zoning ordinance based upon an average publication rate. Ads for two months totaled \$102.96 multiplied by 6 months.	620.00	620.00	620.00	620.00	.00	.00
00109010	530803 MAPS & DRA	.00	.00	.00	.00	.00	.00
00109010	530804 OTHER ADS Ads for other non legal ads, based upon previous years CDBG ads at \$150 and yearly flood insurance ads at \$131.25 and \$14.25	300.00	300.00	300.00	300.00	.00	.00
00109010	530805 REPORTS 20 Copies of Comp Plan Rewrite (new document) @ \$50. This is higher than typical year because it will be a new document and we anticipate additional requests for town departments/boards/commissions. 10 copies of subdivision regulations @ \$25 each. 10 copies of zoning ordinance @ \$45 each. 2 copies of entire code \$80	824.00	290.00	1,860.00	1,860.00	.00	.00
00109010	531004 OFFICE EQU 2 software maintenance agreements for ESRI @ 700 and 1000. Permit software maintenance @ 3800. Software maintenance for IPADS and adobe licenses.	12,000.00	12,000.00	12,000.00	12,000.00	.00	.00
00109010	531203 SUBSCRIPTI Subscriptions including Northeast Independent @ \$25 per year, Providence Business News at \$89, and the Providence Journal at \$338 per year, New England Real Estate Journal at \$46.50, and Zoning Practice Reports \$65 per year. Prices taken from previous year.	541.00	539.00	563.50	563.50	.00	.00
00109010	531206 CONTRACTUA Average cell phone bill per month for Planning Director and for Economic Development Administrator @ \$75 per month equals \$1800 for year. Previous budgets did not account for EDA.	900.00	900.00	1,800.00	1,800.00	.00	.00

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00109010	540101 OFFICE SUP Office supplies including paper for copy machine, copier usage, files, business cards, notebooks, etc	5,647.00	2,400.00	2,000.00	2,000.00	.00	.00
00109010	540107 ENGINEERIN	.00	.00	.00	.00	.00	.00
00109010	540108 BOOKS & PU purchase of new APA publications and resources	184.00	710.00	200.00	200.00	.00	.00
00109010	540311 FOOD To be used at public forums/larger public meetings or workshops. Cost based on comp plan costs which were covered in 2015 through office supply line item. Typical purchases include beverages, small snacks.	.00	.00	200.00	200.00	.00	.00
00109010	550301 OFFICE EQU Laptops and docking stations for all department employees (6) based on LEAN findings and ease of business at public meetings. Staff can bring laptops will all network files. Instead of only having what is in paper form we will be able to find whatever is in question right in front of applicants. Will also help future goal of ensuring all files are digital and available to other departments. Quote received for laptops is \$4568.40 and budgeted \$1000 for projector and other possible technical necessities to help facilitate ease of use.	.00	.00	5,500.00	5,500.00	.00	.00
00109010	550801 SPECIAL PR To be utilized for matching funds for grants. Possibilities of Planning Challenge grant and DEM grants.	31,000.00	6,000.00	6,000.00	6,000.00	.00	.00
TOTAL PLANNING & DEVELOPMENT		546,335.00	529,004.00	525,244.39	535,244.39	.00	.00

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00109020 PLANNING COMMISSION							
00109020	510107 OVERTIME	2,750.00	3,450.00	5,400.00	5,400.00	.00	.00
	overtime for secretarial staff for Planning Commission based upon an overtime hourly rate of \$36 multiplied by an estimated number of meetings of 30, times 5 hours per meeting.						
00109020	510109 SPECIAL EM	.00	.00	1,800.00	1,800.00	.00	.00
	IT staff to stream Planning Commission meetings at senior center. Based on charge of \$60 by an estimated number of meetings of 30						
00109020	524001 FICA	264.00	264.00	550.80	550.80	.00	.00
	based on overtime amount and special employee amount x7.65%						
00109020	530103 POSTAGE	.00	.00	.00	.00	.00	.00
00109020	530501 DUES & MEM	.00	.00	.00	.00	.00	.00
00109020	530801 LEGAL ADS	400.00	400.00	400.00	400.00	.00	.00
	Legal ads for PC workshops and public hearings. Expected 8 legal ads at approximately \$50 each						
00109020	531203 SUBSCRIPTI	.00	.00	.00	.00	.00	.00
00109020	531206 CONTRACTUA	600.00	600.00	600.00	600.00	.00	.00
	to pay for up to 2 court reporters for the PC at \$300 each meeting. This will be needed if agenda pertains to in house public hearings only.						
00109020	540101 OFFICE SUP	10.00	100.00	100.00	100.00	.00	.00
	paper and envelopes @ 65 and blank cds for reports, approximately 4 packages at 8 = \$32						
00109020	550301 OFFICE EQU	.00	.00	.00	.00	.00	.00
TOTAL PLANNING COMMISSION		4,024.00	4,814.00	8,850.80	8,850.80	.00	.00

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NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00109030 ZONING BOARD OF REVIEW							
00109030	510107 OVERTIME	1,988.00	2,688.00	3,024.00	3,024.00	.00	.00
	overtime for ZB secretary at approximately \$36 per overtime hour for 3.5 hours per meeting for approximately 24 meetings						
00109030	510109 SPECIAL EM	.00	.00	.00	.00	.00	.00
00109030	524001 FICA	206.00	206.00	231.34	231.34	.00	.00
	based on ZB secretary overtime calculation						
00109030	530103 POSTAGE	.00	.00	.00	.00	.00	.00
00109030	530501 DUES & MEM	.00	.00	.00	.00	.00	.00
00109030	530801 LEGAL ADS	.00	.00	.00	.00	.00	.00
00109030	531206 CONTRACTUA	605.00	600.00	600.00	600.00	.00	.00
	town requires applicants to pay fees for stenographer for zoning board meetings at 300 per meeting. town will keep a reserve for 2 meetings in case of special meetings or other town requirements.						
00109030	540101 OFFICE SUP	.00	100.00	100.00	100.00	.00	.00
	office supplies including paper, envelopes						
00109030	540108 BOOKS & PU	.00	.00	.00	.00	.00	.00
TOTAL ZONING BOARD OF REVIEW		2,799.00	3,594.00	3,955.34	3,955.34	.00	.00

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FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00109040 HISTORIC ZONING COMMISSION							
00109040	510107 OVERTIME	1,000.00	1,500.00	2,160.00	2,160.00	.00	.00
	secretary for HDC at approximately \$36 per hour for 12 meetings per year, with approximately 5 hours needed for meeting attendance and preparation of meeting minutes						
00109040	524001 FICA	115.00	115.00	165.24	165.24	.00	.00
00109040	524404 CONFERENCE	.00	.00	.00	.00	.00	.00
00109040	530103 POSTAGE	.00	.00	.00	.00	.00	.00
00109040	530501 DUES & MEM	.00	.00	.00	.00	.00	.00
00109040	530803 MAPS & DRA	.00	.00	.00	.00	.00	.00
00109040	530805 REPORTS	.00	.00	.00	.00	.00	.00
00109040	531206 CONTRACTUA	.00	.00	.00	.00	.00	.00
00109040	540101 OFFICE SUP	.00	.00	.00	.00	.00	.00
00109040	540108 BOOKS & PU	.00	.00	.00	.00	.00	.00
	TOTAL HISTORIC ZONING COMMIS	1,115.00	1,615.00	2,325.24	2,325.24	.00	.00

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FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00109050 ARTS COUNCIL						
00109050 530103 POSTAGE	.00	.00	.00	.00	.00	.00
TOTAL ARTS COUNCIL	.00	.00	.00	.00	.00	.00

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FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00109070 PLATTING BOARD						
00109070 530103 POSTAGE	.00	.00	.00	.00	.00	.00
TOTAL PLATTING BOARD	.00	.00	.00	.00	.00	.00

## ***PUBLIC WORKS***

Phil Bergeron, Director

**Mission Statement**- Maintain and improve town infrastructure, including Town roads, buildings, recreational facilities, sewers and other public assets through responsible fiscal measures, efficient asset management and priority based programming. Provide responsive public service through improved inter-department communication and cooperation. Provide an affordable and reliable solid waste disposal option, and a curbside recycling collection program that promotes recycling, reduces household waste and diverts solid waste from the State Central Landfill. Continue to support the development of public services consolidation with schools and other communities. Improve and promote job safety and job ethics with all Department employees.

### **ADMINISTRATION**

This Division is made up of the Department Director, Facilities Project Engineer and a Public Works Program Coordinator. The Division is responsible for the overall operation of the Public Works Department including policy and personnel, purchasing, budgeting, construction and maintenance contracts, random drug testing program for Commercial Drivers License (CDL) employees, administration of Solid Waste Program (Transfer Station, recycling and solid waste), research, supervision, record keeping, resident inquiries, and public notifications. In addition, the Facilities Project Manager is responsible for the design, bidding and project oversight on all Town and School capital improvement projects.

### **HIGHWAY**

This Division is responsible for maintaining and improving the Town's infrastructure (roads, dams, drainage and bridges), responding to resident's inquiries, street sweeping, snow plowing, tree trimming and brush cutting, catch basin cleaning, sign making, vector control, equipment and vehicle maintenance and other responsibilities which involve heavy and light equipment operations. This division is comprised of 15 employees. Highway mechanics also provide vehicle preventive maintenance for Water, Recreation, Senior Services and School Departments.

### **ENGINEERING**

This Division is headed by the Town Engineer and staffed by two engineering assistants. Responsibilities of this division include Subdivision and Land Development reviews, design and/or design oversight of highway, sewer and drainage improvement projects, surveying, flood zone determination, responding to resident inquiries, plat map updates, ACAD computer mapping, preparation of bid specification, project supervision and management, deed and title research, road excavation permit tracking, compliance with State Storm Water Permit requirements, and staff support to the Planning Department, Water Department, Assessor's Office and the DPW Director. Other Division responsibilities include construction inspection of new subdivisions and related public improvements, bridge inspections, overseeing contract work of professional consulting engineers and surveyors, updating and prioritizing road projects through a pavement management program, and managing the Town's Tree Ordinance by coordination with the Town's Tree Warden as well as tracking all removal and trimming of Town trees.

### **SOLID WASTE/RECYCLING/TRANSFER STATION**

The Transfer Station operates with a staff of two employees, a full-time Foreman who covers the three days of Transfer Station operations and works the remaining two days in Highway, and one part-time clerical employee. Staff employees from other DPW Divisions are also used on an as-needed basis to cover during weekdays and Saturdays. The Public Works Department operates a "pay-as-you-throw" solid waste collection and disposal program at the Transfer Station. Disposal fees are based on scale weights, unit pricing or trash bags delivered. The Transfer Station accepts recycling products in compliance with the Town's Solid Waste Ordinance and the State's Maximum Recycling Program. The Town continues to provide curbside recycling collection, and recently began a fully-automated, bi-weekly operation. The pay-as-you-throw and fully-automated curbside programs have resulted in a significant increase in the Town's recycling tonnage and a corresponding decrease in household tonnage sent to the State Central Landfill. As a result of these programs, the Town of North Kingstown still maintains one of the highest landfill diversion (overall solid waste not placed in the Central Landfill) and recycling rates in the state. The Town's Transfer Station is used by approximately 50% of Town residents. The Town continues to look into new recycling options and began an e-waste disposal program three years ago. The facility continues to accept household waste, leaves, brush, demolition material, white metals, used oil, cardboard, newspaper, magazines, books, tires, batteries, refrigeration units, propane tanks, mattresses and Christmas trees. With its "pay-as-you-throw" program, commodities are delivered to the Transfer Station and charged a unit-based disposal fee. Residents

are required to place town purchased tags on each bag of household garbage disposed of at the Transfer Station. Revenue generated by the tag program covers operational costs associated with the collection, transportation and disposal of household waste collected at this facility. The cost of disposing other household items such as wood waste, brush, scrap metal and bulky items is covered by a per pound scale charge. Other items are charged per unit. The Transfer Station continues to operate a successful compost facility that returns a considerable percentage of the final product back to the public. Transfer Station operations successfully reduced its hours several years ago to three days, resulting in reduced staff and operational costs.

#### **FACILITIES AND GROUNDS**

This Division is responsible for the maintenance and improvements to all Town buildings, grounds, athletic facilities and parks. Seven full-time employees staff this Division. The employees are utilized in snow plowing operations during the winter. This Division is also involved with Town festivals and tournaments. Two of these employees provide custodial coverage for the Town Hall, Town Hall Annex, Senior Center and Community Center. This Division also employs college students during the summer that help with seasonal maintenance needs.

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TOWN OF NORTH KINGSTOWN  
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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110010 PUBLIC WORKS ADMINISTRATION							
00110010	510101	CLASS FT	.00	.00	.00	.00	.00
00110010	510103	UNCLASS FT	158,722.00	161,896.00	173,360.14	173,360.14	.00
00110010	510104	UNCLASS PT	.00	.00	.00	.00	.00
00110010	510107	OVERTIME	1,800.00	1,500.00	1,600.00	1,600.00	.00
		OT for administrative staff to cover special events for recycling, hazardous waste collection and additional administrative work load while covering clerical absences due to illness or vacations. Previous three year average is \$1590.					
00110010	524001	FICA	12,280.00	13,265.00	13,398.01	13,398.01	.00
00110010	524302	RETIREMENT	24,046.00	29,584.00	31,760.71	31,760.71	.00
00110010	524304	HEALTH INS	17,980.00	18,483.00	19,735.85	19,735.85	.00
00110010	524305	DENTAL INS	1,136.00	1,175.00	1,202.63	1,202.63	.00
00110010	524306	LIFE INSUR	345.00	345.00	421.20	421.20	.00
00110010	524403	ASSOCIATIO	300.00	300.00	285.00	285.00	.00
		ASCE -RI Section Town Engineer (\$255); Public Works Association annual dues (\$30).					
00110010	524404	CONFERENCE	50.00	50.00	35.00	35.00	.00
		Workshops & seminars. This covers one session per year for one employee.					
00110010	524405	TRAVEL & E	40.00	40.00	25.00	25.00	.00
		Tolls, parking fees, mileage (as submitted) for travel required for meetings in Providence and other states as necessary.					
00110010	530103	POSTAGE	125.00	.00	.00	.00	.00
		Postage for all divisions of Public Works (except Sewer) moved to Highway 20-530103 as this is the account that Finance debits for postage.					
00110010	530203	VEHICLE RE	.00	.00	.00	.00	.00
00110010	530501	LICENSE FE	200.00	200.00	200.00	200.00	.00
		Professional Engineering License fees for Town Engineer - (\$300 biennial license)					
00110010	530604	MEDICAL SE	6,220.00	1,500.00	500.00	500.00	.00
		Federal DOT Drug & Alcohol testing for safety sensitive positions. Currently, through The Trust, the town is billed only for pre-employment/pre-placement, return to duty, follow-up testing, and post accident testing; (Random D & A testing is not billed) at a rate of \$90 per drug test and \$85 per alcohol test. Hepatitis B/Blood Borne Pathogens education/vaccinations. Previous three year average is \$2600.					

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TOWN OF NORTH KINGSTOWN  
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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110010	530801 LEGAL ADS Legal ads for all divisions except Transfer Station, including legal and public information ads for road construction, snow plowing, Stormwater Phase 2 requirements, and advertising for project, maintenance & service contract, and commodities bidding. Posting bids on shared State site has reduced costs for advertising as fewer ads are placed in the Providence Journal. Previous three year average is \$387.	1,000.00	1,000.00	250.00	250.00	.00	.00
00110010	530803 MAPS & DRA	.00	.00	.00	.00	.00	.00
00110010	531004 OFFICE EQU	.00	.00	.00	.00	.00	.00
00110010	531203 SUBSCRIPTI	.00	.00	.00	.00	.00	.00
00110010	531206 CONTRACTUA Covers the maintenance cost for BIXHUB copy machine charged by page. Previously paid from General Fund, now charged to each department w/machine; anticipated expense of \$612 annually at current rate.	100.00	300.00	300.00	300.00	.00	.00
00110010	540101 OFFICE SUP Office supplies for administration and DPW fax machine cartridges. Average annual cost for previous three years is \$375.	150.00	350.00	350.00	350.00	.00	.00
00110010	540105 MINOR OFFI	.00	.00	.00	.00	.00	.00
00110010	540106 PRINTING & Office printer maintenance, including paper, toner cartridges for director's printer and HPCDM2320 color copier. Average toner cartridge is \$104. Previous three year average is \$237.	650.00	190.00	200.00	200.00	.00	.00
00110010	540108 BOOKS & PU Publications & code revisions and construction data pricing information for Facilities project management (now on CD's). Previous three year average is \$206.	50.00	618.00	50.00	50.00	.00	.00
00110010	540801 COMMODITIE	.00	.00	.00	.00	.00	.00
00110010	550301 OFFICE EQU	.00	.00	.00	.00	.00	.00
TOTAL PUBLIC WORKS ADMINISTR		225,194.00	230,796.00	243,673.54	243,673.54	.00	.00

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110020	HIGHWAY						
00110020	510101 CLASS FT	677,804.00	677,804.00	677,804.00	677,804.00	.00	.00
00110020	510102 CLASS PT	19,227.00	19,227.00	19,227.00	19,227.00	.00	.00
00110020	510103 UNCLASS FT	77,982.00	79,542.00	82,068.70	82,068.70	.00	.00
00110020	510104 UNCLASS PT	.00	.00	11,968.32	11,968.32	.00	.00
00110020	510107 OVERTIME	65,000.00	69,985.00	70,000.00	70,000.00	.00	.00
	Overtime for Highway division as required for snow plowing, festivals, emergency callouts and construction projects. Previous three year average is \$119,779. Average storm cost approx \$15,000 for weekend occurrences and approx \$4500 for a weekday storm with early 2:00 a.m. callout. Since the majority of this line item is used for winter storms, the severity of the winter has an impact on the budget amount required.						
00110020	524001 FICA	64,261.00	64,763.00	82,742.17	82,742.17	.00	.00
00110020	524302 RETIREMENT	117,415.00	139,655.00	132,392.68	132,392.68	.00	.00
00110020	524304 HEALTH INS	163,348.00	167,922.00	184,028.66	184,028.66	.00	.00
00110020	524305 DENTAL INS	12,057.00	12,467.00	11,846.32	11,846.32	.00	.00
00110020	524306 LIFE INSUR	2,589.00	2,589.00	3,159.00	3,159.00	.00	.00
00110020	524307 UNIFORM AL	3,900.00	4,200.00	3,900.00	3,900.00	.00	.00
	13 employees @ \$300 ea. (1033 contractual requirement)						
00110020	524403 ASSOCIATIO	50.00	50.00	50.00	50.00	.00	.00
	RI Public Works Association Dues (\$10 per member)						
00110020	530103 POSTAGE	.00	500.00	350.00	350.00	.00	.00
	Postage for all Divisions except for Sewer (Moved from Admin as Highway account was debited by Finance Dept)						
00110020	530104 RADIO SYST	.00	.00	.00	.00	.00	.00
00110020	530203 VEHICLE RE	274.00	225.00	280.00	280.00	.00	.00
	Registration for all divisions except TS & Sewer. Previous three year average is \$280.						
00110020	530504 LICENSE FE	700.00	950.00	700.00	700.00	.00	.00
	CDL LICENSES RENEWED EVERY 5 YEARS - CURRENT RENEWAL FEE IS \$81.50; HOISTING ENGINEER LICENSE APPLICATION FEE IS \$75 & LICENSE FEE IS 66.00 FOR A TWO YR LIMITED LICENSE.- RENEWALS ARE STAGGERED BASED ON BIRTHDATE.						

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110020	530602 CONSULTING	.00	.00	.00	.00	.00	.00
00110020	530604 MEDICAL SE	.00	.00	.00	.00	.00	.00
00110020	530702 OPERATING	.00	.00	.00	.00	.00	.00
00110020	530704 OTHER RENT	6,000.00	5,500.00	6,500.00	6,500.00	.00	.00
	Construction equipment rental as needed, including large chipper, screener, welding tank cylinders, milling machine, and larger excavating equipment as needed for town projects. Due to age of some equipment and deferred replacement, department must rent needed equipment on a weekly or monthly basis. Rental cosst for a chipper to assist w/department's annual brushcutting/overhang manitenance program are\$1200 per week and \$3995 per month. Average annual cost for previous three years is \$6,380. 2014 purchase of a mini-excavator has helped reduce number of necessary equipmnet rentals.						
00110020	530801 LEGAL ADS	.00	.00	.00	.00	.00	.00
00110020	531001 MOTOR VEHI	13,500.00	26,500.00	18,000.00	18,000.00	.00	.00
	Outside repairs or maintenance of town vehicles & equipment; body work, glass/windshields, fire extinguishers, inspection stickers, seats or any other special repairs and towing services. The dept does not have computer diagnostic capabilities, which requires dept to bring truck/equipment to outside vendors to diagnose problems, sometimes requiring a tow, adding to total repair costs; average tow ranges b/w \$150 to \$250. Average spent for last three years is \$38,025.						
00110020	531002 CONSTRUCTI	3,000.00	3,000.00	3,000.00	3,000.00	.00	.00
	Pole pruners, chainsaws, replacement of concrete & asphalt cutting blades, rakes and shovels. Previous three year average is \$3889.						
00110020	531003 COMMUNICAT	2,500.00	2,500.00	2,000.00	2,000.00	.00	.00
	Radio maintenance for all divisions including truck and portable radios. The recent upgrades to radio system due to changes to bandwidth regulations, which resulted in replacing older radios not reprogrammable, has reduced the number of radio service calls and allowed for the radio in a truck that is being replaced to be reused rather than requiring the purchase of a new one. Previous three year average is \$1693.						
00110020	531004 OFFICE EQU	.00	.00	.00	.00	.00	.00
00110020	531101 STRUCTURAL	.00	.00	.00	.00	.00	.00
00110020	531102 ELECTRICAL	.00	.00	.00	.00	.00	.00
00110020	531107 HIGHWAYS &	20,000.00	21,000.00	27,000.00	27,000.00	.00	.00
	Repair and maintenance of drainage system project materials, contract work for misc construction projects. Scheduled for FY17 are(costly) improvements to Shermantown Road, additon of trenches for drainage improvements on several roads, and drainage investigation/survey/improvements at Wilson Park. Previous three year average is \$30,480.						

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FOR PERIOD 99

GENERAL FUND			2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110020	531108	SEWAGE DIS	.00	.00	.00	.00	.00	.00
00110020	531110	CHIPSEAL	.00	.00	.00	.00	.00	.00
00110020	531111	OVERLAY	500,000.00	500,000.00	500,000.00	750,000.00	.00	.00
		This line item was reduced a few years ago from \$350,000 to a low of \$100,000. In 2012, VHB provided results from independent road pavement survey, which concluded that a budget of \$1 million per year would be required to maintain the town's average PCI with a slight decrease to the PCI within two years; a budget of \$1.5 million per year would slightly improve the average PCI. At the conclusion of FY15's paving contract, with the exception of two roads, all roads rated as very poor will have been paved. Currently, there are 13.61 miles of road rated as "poor". The town has received favorable asphalt prices in last two contracts (\$70/ton); using this year's contract rates, the average per mile cost to pave is approximately \$190,000.						
00110020	531202	SNOW PLOWI	25,000.00	7,000.00	11,000.00	11,000.00	.00	.00
		Used for contracted snow removal and sanding services - independent contractors that supplement town forces during storms and storm cleanup. Department pays on par with State rates. A six inch storm would require approximately 12 hours of contractor support. Contractor interest has dwindled over the last few years; department is down to one contractor for plowing and the cost for his services the previous two years is \$10,187 (both years had severe snowfall).						
00110020	531203	SUBSCRIPTI	.00	.00	.00	.00	.00	.00
00110020	531206	CONTRACTUA	40,651.00	25,409.00	50,000.00	100,000.00	.00	.00
		Used for contracted construction services for maintenance of town infrastructure and sidewalk improvements and for software upgrades, support and hardware maintenance of the fleet (RTA) and fuel management (FuelMaster) systems. Recent sidewalk evaluation/inspection report from VHB identified and prioritized needed repairs and improvements to assist with the creation of a sidewalk maintenance program (recent insurance requirement), at a cost that is anticipated to exceed \$100,000 annually.						
00110020	531208	LINE PAINT	20,000.00	23,000.00	23,000.00	23,000.00	.00	.00
		Contracted services for line painting. This line item covers annual striping of town roads with waterborne and epoxy paints through a regional contract w/5 other towns in South County area. Also included in this contract is the painting of crosswalks and stop bars. Epoxy paint is preferred, although a little more expensive, because of its added reflectivity for road safety and lasts longer than waterborne, with a 7-yr life cycle.						
00110020	531209	TREE SERVI	.00	.00	.00	.00	.00	.00
00110020	531212	DISASTEREX	.00	.00	.00	.00	.00	.00
00110020	540101	OFFICE SUP	290.00	325.00	325.00	325.00	.00	.00

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110020	540202 SAFETY EQU Safety equipment including cones, traffic control devices, hard hats, safety vests, protective eye wear, which is usually purchased on an as needed basis. Average cost for last 4 years is \$1635.	1,500.00	2,000.00	1,600.00	1,600.00	.00	.00
00110020	540301 FOOD Food purchased for extended storm events; average for last three years is \$158.	100.00	100.00	100.00	100.00	.00	.00
00110020	540306 ROAD SALT Road salt and other deicing materials for winter storms. The amount spent on salt is dependent on weather (number & severity of storms) and the District price for the purchase of salt from the State MPA. Recently, salt prices have been as high as \$85/ton. The most recent MPA (10/1/15-9/30/17) has yearly prices per ton at \$60.18 for year one and \$62.18 for year two. Average spent for the last three years is \$111,489.	95,000.00	99,000.00	105,000.00	105,000.00	.00	.00
00110020	540401 GASOLINE & Fuel for Highway, Engineering and Administration, including fuel used for winter storm operations. Average annual cost for last three years - \$85,078. Severity of the winter has a significant effect on this line item as well as oil prices. In Dec 2014, price of diesel was \$2.46/gal and unleaded was \$2.16; Dec. 2015 price of diesel was \$1.75/gal and unleaded was \$1.73/gal.	70,000.00	65,000.00	65,000.00	65,000.00	.00	.00
00110020	540402 LUBRICANTS Average for last three years is \$9,860 Includes oil, grease, hydraulic fluid and anti-freeze. Cost of lubricants adjust according to the trend of the petroleum market.	11,000.00	11,000.00	10,000.00	10,000.00	.00	.00
00110020	540403 TIRES Average cost for last three years is \$9,934. Line item used to purchase replacement tires for all DPW vehicles except for Transfer Station (60-540403) and Facilities light equipment (70-540403).	5,800.00	11,800.00	6,000.00	6,000.00	.00	.00
00110020	540404 BATTERIES	.00	.00	.00	.00	.00	.00
00110020	540405 ANTI FREEZ	.00	.00	.00	.00	.00	.00
00110020	540406 REPAIR PAR Average cost for last three years is \$124,151. This line item is used for purchasing all parts for DPW vehicles and equipment except Transfer Station (60-540406) and Facilities light equipment (70-540406).	87,185.00	125,000.00	100,000.00	100,000.00	.00	.00
00110020	540407 PAINT & EM Average cost for last three years is \$446. Used for purchase of paint for plows and equipment, as well as town emblems for vehicles & equipment.	250.00	550.00	400.00	400.00	.00	.00
00110020	540501 BUILDING R	.00	.00	.00	.00	.00	.00
00110020	540502 SOIL SAND Average cost for previous three years is \$69,247. This line item is used to purchase winter sand (largest share of total), processed gravel, crushed stone, rip rap and top soil.	45,000.00	55,000.00	55,000.00	55,000.00	.00	.00

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110020	540504 ASPHALT PR	22,000.00	29,000.00	32,000.00	32,000.00	.00	.00
	Average for previous three years is \$32,066. Line item used to purchase bituminous concrete asphalt, winter cold patch, tack coat and misc. asphalt products. This line item has increased with the lack of needed funding of road overlay line item and the dept making larger hot mix patch repairs using in-house labor and need for more pot hole patching on poor condition roads. This is another line item where cost is affected by petroleum market trends.						
00110020	540505 SIGNS & MA	7,000.00	8,750.00	7,500.00	7,500.00	.00	.00
	Previous three year average of \$10,818. Line item used for purchase of street and traffic sign material for all divisions, including regulatory, warning and street signs. New federal guidelines for sign retroreflectivity requires replacement of all signs in town (at significant expense); process began in 2013 and is ongoing.						
00110020	540506 SEEDS & PL	350.00	500.00	500.00	500.00	.00	.00
	Average cost for last three years is \$716. Used for seed and platnings for town right-of-way maintenance, road overlay projects, snow plow damage, drainage erosion.						
00110020	540509 JANITORIAL	.00	.00	.00	.00	.00	.00
00110020	540601 CONSTRUCTI	1,750.00	8,300.00	1,300.00	1,300.00	.00	.00
	Average cost for last three years is \$1341. Used for construction material for misc. Highway projects - lumber, forms, hardware, retaining walls...						
00110020	540701 HAND TOOLS	1,000.00	1,000.00	800.00	800.00	.00	.00
	Average cost for last three years is \$406. New and replacement hand tools, drills, ratchets, mechanic shop tools.						
00110020	540702 POWER TOOL	600.00	400.00	600.00	600.00	.00	.00
	Previous three year average cost is \$911.33. New and replacement power tools for highway and mechanic shop. Recent purchases included the replacement of the welding machine (that was obsolete and could not be repaired) and a clutch installer, which will reduce risk of injury due to heavy lifting, in the mechanic's shop.						
00110020	540801 COMMODITIE	7,000.00	5,500.00	4,000.00	4,000.00	.00	.00
	Misc division items - degreasers, film, first-aid, keys, mailboxes, posts & hardware, grafitti remover and other misc supplies as needed. Average cost last three years is \$6370.						
00110020	550301 OFFICE EQU	.00	.00	.00	.00	.00	.00
00110020	550401 VEHICULAR	.00	.00	.00	.00	.00	.00
00110020	550501 CAPITAL OU	82,679.00	90,000.00	90,000.00	90,000.00	.00	.00
	Used to purchase vehicles & equipment identified on 5-yr replacement program. Whenever possible, older equipment is retrofitted or rehabbed for reuse. This is a creative way to "rebuild" existing equipment to better meet the needs of the department, extend the life of the equipment, and is a cost effective way to manage the fleet and control capital costs.						

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TOWN OF NORTH KINGSTOWN  
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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
TOTAL HIGHWAY	2,273,762.00	2,367,013.00	2,401,141.85	2,701,141.85	.00	.00

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TOWN OF NORTH KINGSTOWN  
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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110021 HIGHWAY							
00110021	530103 POSTAGE	.00	.00	.00	.00	.00	.00
	TOTAL HIGHWAY	.00	.00	.00	.00	.00	.00

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110030 TREES							
00110030	510109 SPECIAL EM	3,000.00	3,000.00	3,000.00	3,000.00	.00	.00
	Tree Warden at \$30/hr working an average of 3.5 hours per week. This appointed position enforces Tree Ordinance and has tree planting oversight for new developments and oversees street tree requests/complaints by town residents for tree removal or protection.						
00110030	524001 FICA	230.00	230.00	230.00	230.00	.00	.00
00110030	530103 POSTAGE	.00	.00	.00	.00	.00	.00
00110030	531206 CONT SERVC	9,070.00	15,000.00	15,000.00	15,000.00	.00	.00
	Contract services for roadside tree cutting and town tree maintenance. Town has need for a tree pruning and maintenance program and it is estimated that it would cost in excess of \$25,000 annually to fund such a program, which would include replacement trees required by Town Ordinance.						
	TOTAL TREES	12,300.00	18,230.00	18,230.00	18,230.00	.00	.00

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110040 SOLID WASTE LANDFILL						
00110040 530103 POSTAGE	.00	.00	.00	.00	.00	.00
00110040 530608 LAB & TEST	7,000.00	11,204.00	11,204.00	11,204.00	.00	.00
Average cost last three years is \$11,204. Supports DEM required monitoring and testing at the two closed landfill sites, as described in approved SIWP (site investigation work plan) for each landfill, as the town works towards obtaining final Closure Certificates. This line item covers ground water, soil gas and landfill cover testing and analysis.						
00110040 531109 PEST CONTR	.00	.00	.00	.00	.00	.00
00110040 531206 CONTRACTUA	15,000.00	11,796.00	12,000.00	12,000.00	.00	.00
Contractual services needed to obtain Landfill Closure Certificates for Hamilton Allenton & Oak Hill Landfills. Services include both professional design and construction related activities. SIWP's have been approved by DEM which define additional testing, monitoring and site modifications required in order to obtain final Closure Certificates. Final closure projects will be bid for construction. This line item also covers cost of DEM reporting. Estimated closure costs are expected to exceed \$1 million.						
00110040 540304 FERTILIZER	.00	.00	.00	.00	.00	.00
00110040 540502 SOIL, SAND	.00	.00	.00	.00	.00	.00
00110040 540801 COMMODITIE	.00	.00	.00	.00	.00	.00
TOTAL SOLID WASTE LANDFILL	22,000.00	23,000.00	23,204.00	23,204.00	.00	.00

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3	
00110050 ENGINEERING								
00110050	510101	CLASS FT	44,649.00	44,469.00	44,500.00	44,500.00	.00	.00
00110050	510103	UNCLASS FT	158,277.00	161,443.00	165,184.71	165,184.71	.00	.00
00110050	510104	UNCLASS PT	.00	.00	.00	.00	.00	.00
00110050	510107	OVERTIME	.00	15.00	.00	.00	.00	.00
00110050	524001	FICA	15,524.00	15,752.00	15,752.00	15,752.00	.00	.00
00110050	524302	RETIREMENT	30,743.00	37,970.00	37,510.44	37,510.44	.00	.00
00110050	524304	HEALTH INS	24,513.00	25,199.00	27,094.33	27,094.33	.00	.00
00110050	524305	DENTAL INS	1,513.00	1,564.00	1,601.86	1,601.86	.00	.00
00110050	524306	LIFE INSUR	587.00	587.00	716.04	716.04	.00	.00
00110050	524307	UNIFORM AL	600.00	600.00	600.00	600.00	.00	.00
		2 @ \$300 for engineering inspectors.						
00110050	524401	TUITION &	300.00	17.00	300.00	300.00	.00	.00
00110050	524403	ASSOCIATIO	.00	25.00	.00	.00	.00	.00
00110050	524404	CONFERENCE	.00	.00	.00	.00	.00	.00
00110050	524405	TRAVEL & E	.00	.00	.00	.00	.00	.00
00110050	530103	POSTAGE	.00	.00	.00	.00	.00	.00
00110050	530501	LICENSE FE	250.00	250.00	250.00	250.00	.00	.00
		ISDS installer and repair licenses; annual ASCE membership for Town Engineer.						
00110050	530602	CONSULTING	50,000.00	58,780.00	60,000.00	60,000.00	.00	.00
		Consultant fees for design/survey assistance with infrastructure, drainage, environmental and facility projects.						
00110050	530604	MEDICAL SE	.00	.00	.00	.00	.00	.00
00110050	530608	LAB & TEST	1,000.00	1,970.00	750.00	750.00	.00	.00
		Material testing as required for various construction projects, including density testing for paving; concrete testing for sidewalk and foundation construction; testing for asbestos, lead, soil contamination and other hazardous material testing relative to town projects and facilities and outfall testing required by RIPDES Stormwater Permit and RIDEM. Previous three year average is \$739.						

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TOWN OF NORTH KINGSTOWN  
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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110050	530801	LEGAL ADS	.00	.00	.00	.00	.00
00110050	530803	MAPS & DRA	.00	.00	.00	.00	.00
00110050	531001	MOTOR VEHI	.00	.00	.00	.00	.00
00110050	531002	CONSTRUCTI	.00	.00	.00	.00	.00
00110050	531003	COMMUNICAT	.00	.00	.00	.00	.00
00110050	531004	OFFICE EQU	2,000.00	2,000.00	2,000.00	2,000.00	.00
		Service contracts and repairs needed for office equipment. Annual software license/maintenance agreements including AutoCAD Civil 3D (\$975), AutoCAD LT (\$170) and MicroPaver Enhancement (\$650). Plotter and OCE copier are too old for service contracts and should be replaced. Anticipated cost to replace OCE copier (copies plat maps/large plans) is b/w \$6000 & \$8,000. Average cost for past three years is \$2124.					
00110050	531203	SUBSCRIPTI	.00	.00	.00	.00	.00
00110050	531206	CONTRACTUA	30,030.00	100.00	100.00	100.00	.00
		Outside printing and reproduction for projects when unable to do inhouse, title search fees.					
00110050	540101	OFFICE SUP	125.00	125.00	125.00	125.00	.00
		General office supplies. Last three year average is \$111.					
00110050	540106	PRINTING &	1,900.00	1,400.00	1,400.00	1,400.00	.00
		Supplies for copiers, plotter and printers - including toner cartridges, printheads for plotter, paper rolls (36" width), copy paper, CD's for bidding documents, other misc items as needed. Previous three year average cost is \$1639.					
00110050	540107	ENGINEERIN	1,000.00	1,000.00	.00	.00	.00
00110050	540108	BOOKS & PU	.00	.00	.00	.00	.00
00110050	540401	GASOLINE &	.00	.00	.00	.00	.00
00110050	540402	LUBRICANTS	.00	.00	.00	.00	.00
00110050	540403	TIRES	.00	.00	.00	.00	.00
00110050	540406	REPAIR PAR	.00	.00	.00	.00	.00
00110050	540704	ENGINEERIN	.00	650.00	1,000.00	1,000.00	.00
		Equipment & software used in the measurement or mapping of engineering projects or town documents. Surveying/GPS interface software, field survey equipment, soil & materials testing equipment. Average cost for past three years is \$784.					

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110050 550301	OFFICE EQU	.00	.00	.00	.00	.00	.00
	TOTAL ENGINEERING	363,011.00	353,916.00	358,884.38	358,884.38	.00	.00

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TOWN OF NORTH KINGSTOWN  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110060	SOLID WASTE						
00110060	510101 CLASS FT	73,968.00	73,968.00	74,723.83	74,723.83	.00	.00
00110060	510102 CLASS PT	17,801.00	17,801.00	17,801.00	17,801.00	.00	.00
00110060	510103 UNCLASS FT	.00	.00	.00	.00	.00	.00
00110060	510104 UNCLASS PT	.00	.00	.00	.00	.00	.00
00110060	510107 OVERTIME	23,000.00	22,000.00	22,000.00	22,000.00	.00	.00
	Overtime for weekend coverage at the Transfer Station and to supplement in-house hauling to RIRRC Landfill. Additional OT needed in summer to assist w/volume of usage and help with FY transition of tags and to spot check for compliance. Average cost for previous 3 years is \$22,344.						
00110060	510206 TERMINATIO	.00	.00	.00	.00	.00	.00
00110060	524001 FICA	8,780.00	7,020.00	9,051.32	9,051.32	.00	.00
00110060	524302 RETIREMENT	13,903.00	13,640.00	15,579.67	15,579.67	.00	.00
00110060	524303 UNEMPLOYMN	.00	.00	.00	.00	.00	.00
00110060	524304 HEALTH INS	15,271.00	15,699.00	21,865.62	21,865.62	.00	.00
00110060	524305 DENTAL INS	1,081.00	1,118.00	1,313.37	1,313.37	.00	.00
00110060	524306 LIFE INSUR	388.00	388.00	395.40	395.40	.00	.00
00110060	524307 UNIFORM AL	300.00	.00	300.00	300.00	.00	.00
	1 @ \$300 per contract.						
00110060	524401 TUITION &	.00	.00	.00	.00	.00	.00
00110060	524403 ASSOCIATIO	.00	.00	.00	.00	.00	.00
00110060	530101 TELEPHONE	.00	.00	.00	.00	.00	.00
00110060	530103 POSTAGE	.00	.00	.00	.00	.00	.00
00110060	530203 VEHICLE RE	22.00	20.00	20.00	20.00	.00	.00
	Registration fees for transfer station equipment - loader, roll-off, trailers.						
00110060	530305 SOLID WAST	210,419.00	200,000.00	220,000.00	220,000.00	.00	.00
	Cost to dispose of town solid waste at the RIRRC Landfill from transfer station operations and private trash haulers dumping at landfill under the Town cap. The current tip fee of \$32/ton will rise for FY17; at this time there is no definite tip fee- estimates have ranged from \$45 - \$70/ton. This includes bagged trash, bulky items, mattresses/box springs, brush, wood waste, tires...anything transported to the facility not included in the recycling program. The increase to the tip fee will increase the Town's disposal costs by \$26,000 - \$76,000, with the remaining increase balance paid by haulers tipping under Town cap. Private						

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TOWN OF NORTH KINGSTOWN  
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PROJECTION: 2017 FY 2017 Town Budget

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
	haulers pay up-front charge to Town for apportioned cap based on customer lists provided annually. Under current Statute, municipalities with signed contracts w/RIRRC will receive a rebate from \$1-\$3 per ton based on year ending recycling rates b/w 32-34%; last year town received a credit of \$12,248. Previous three year average for disposal of solid waste is \$201,821.						
00110060	530501 LICENSE FE	1,500.00	3,000.00	1,500.00	1,500.00	.00	.00
	RIDEM license for operating the transfer station is renewed every three years at a cost of \$3000; renewed in FY16. Town is scheduled to renew its license in September 2018 (FY19).						
00110060	530504 LICENSE FE	.00	.00	.00	.00	.00	.00
00110060	530604 MEDICAL SE	.00	.00	.00	.00	.00	.00
00110060	530608 LAB & TEST	1,000.00	800.00	800.00	800.00	.00	.00
	Compost testing and environmental testing associated with RIDEM regulations for operating transfer station and compost facility. Previous three year average cost is \$760.						
00110060	530610 RECYCLING	524,000.00	536,000.00	548,000.00	548,000.00	.00	.00
	Contract year 5 bid price for contracted curbside recycling collection services. Initial distribution of 96-gallon carts to all households in the program was included in the cost for these services over a 5-year contract period. Option years six & seven of this bid will see an overall savings of approx. \$110,000 per year for an automated collection program over cost of the (old bin) manual collection program.						
00110060	530612 CURBSIDE	.00	.00	.00	.00	.00	.00
00110060	530702 OPERATING	.00	.00	.00	.00	.00	.00
00110060	530704 OTHER RENT	.00	.00	.00	.00	.00	.00
00110060	530801 LEGAL ADS	400.00	400.00	300.00	300.00	.00	.00
	Annual ad describing any program changes, changes in fee schedule and recycling collection/holiday calendar. Average annual cost for the previous three years is \$275.						
00110060	531001 MV MAINT	.00	724.00	.00	.00	.00	.00
00110060	531002 CONSTRUCTI	8,000.00	8,000.00	10,000.00	10,000.00	.00	.00
	This line item covers cost to rent machine to grind compost pile, usually done twice per year (late spring & late fall) at a cost to rent tub grinder of \$3880 per day plus and for machine mobilization at a rate of \$350/per rental; cost to use machine one day twice per year \$8460. Grinding leaves is a critical step in the processing of compost from leaves which are delivered by residents, composted into a Grade A product and finished compost is available to residents, all at no charge to town residents. Having composting operation, the Town can remain under its leaf & yard debris cap at the State Landfill where there is no tip fee for the brush disposed that cannot be used for composting as long as the municipality does not exceed cap. Overcap tip fee is \$25/ton. This line item is also used for building repairs, overhead doors, fire code and electrical systems, and equipment maintenance.						

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110060	531003	COMMUNICAT	.00	.00	.00	.00	.00
00110060	531101	STRUCTURAL	.00	.00	.00	.00	.00
00110060	531107	HIGHWAYS &	.00	.00	.00	.00	.00
00110060	531108	SEWAGE DIS	.00	.00	.00	.00	.00
00110060	531206	CONTRACTUA	137,943.00	88,154.00	100,000.00	100,000.00	.00
		Cost for trash trailer and recycling roll-off contracted hauling to RIRRC; freon removal, propane tank recycling, scale maintenance & repairs, including calibration & certification by Sealer of Weights & Measures. Average cost for previous three years is \$102,200.					
00110060	540101	OFFICE SUP	250.00	250.00	250.00	250.00	.00
		General misc office supplies including receipt paper, register tape for tag sale register (Saturday use), register ribbons and printer ribbons. Average annual cost for last three years is \$230.					
00110060	540102	PRINTED FO	.00	.00	.00	.00	.00
00110060	540108	BOOKS & PU	.00	.00	.00	.00	.00
00110060	540202	SAFETY EQU	50.00	83.00	25.00	25.00	.00
		PPE as needed - safety vests, glasses, gloves, masks.					
00110060	540305	PEST CONTR	.00	.00	.00	.00	.00
00110060	540401	GASOLINE &	3,500.00	3,200.00	3,200.00	3,200.00	.00
		Diesel fuel for loader and equipment used at facility or in transportation of commodities to RIRRC landfill/MRF by town employees. Previous three year average is \$3907.					
00110060	540402	LUBRICANTS	250.00	142.00	150.00	150.00	.00
		Oil, grease, anti-freeze for loader & TS equipment. Average cost for last three years is \$100.					
00110060	540403	TIRES	2,000.00	7,846.00	2,000.00	2,000.00	.00
		Replacement tires for loader/ts vehicles. One tire for the loader w/valves & fill costs \$2950. Previous three year average is \$7405.					
00110060	540404	BATTERIES	50.00	.00	.00	.00	.00
00110060	540406	REPAIR PAR	3,250.00	3,000.00	3,000.00	3,000.00	.00
		Repair parts for transfer station equipment. Loader at this facility is 1999 John Deere and parts are scarce.					
00110060	540501	BUILDING R	.00	.00	.00	.00	.00
00110060	540502	SOIL SAND	.00	.00	.00	.00	.00

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PROJECTION: 2017 FY 2017 Town Budget

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110060	540505 SIGNS & MA	.00	.00	.00	.00	.00	.00
00110060	540509 JANITORIAL	25.00	100.00	100.00	100.00	.00	.00
	The Town provides the paper products for the facility under the cleaning contract. Products paid for from this line item.						
00110060	540510 PAINT & PR	.00	.00	.00	.00	.00	.00
00110060	540601 CONSTRUCTI	.00	.00	.00	.00	.00	.00
00110060	540801 COMMODITIE	150.00	150.00	150.00	150.00	.00	.00
	Radio maintenance, first aid supplies, signs, striping. Average three year cost is \$144.						
00110060	540802 COLL BAGS	4,715.00	4,000.00	3,800.00	3,800.00	.00	.00
	Special NK tags for pay-as-you-throw solid waste program at the Transfer Station. Average annual cost for previous three years is \$3780. Special NK tags for pay-as-you-throw solid waste program at the Transfer Station. Average annual cost for previous three years is \$3620.						
00110060	550301 OFFICE EQU	.00	.00	.00	.00	.00	.00
00110060	550501 OPERATIONA	.00	.00	.00	.00	.00	.00
	TOTAL SOLID WASTE	1,052,016.00	1,007,503.00	1,056,325.21	1,056,325.21	.00	.00

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PROJECTION: 2017 FY 2017 Town Budget

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3	
00110070 PUBLIC FACILITIES								
00110070	510101	CLASS FT	299,628.00	299,628.00	299,628.00	299,628.00	.00	.00
00110070	510102	CLASS PT	.00	.00	.00	.00	.00	.00
00110070	510104	UNCLASS PT	35,000.00	35,000.00	40,250.00	40,250.00	.00	.00
		6 summer (college students) employees - 40 per week for 15 weeks to assist Facilities & Highway divisions with grass mowing, field maintenance and roadside brush cutting during peak growing season (mid May until Labor Day); pay step range b/w \$11.00-\$13.00 per hour						
00110070	510107	OVERTIME	27,000.00	25,000.00	17,859.51	17,859.51	.00	.00
		Overtime to cover custodial vacancies, special town events, festivals, tournaments, weekend emergencies and special maintenance activities. Average OT costs for previous three years is \$30,994.						
00110070	524001	FICA	27,665.00	27,512.00	28,363.97	28,363.97	.00	.00
00110070	524302	RETIREMENT	45,394.00	61,705.00	40,283.13	40,283.13	.00	.00
00110070	524304	HEALTH INS	38,372.00	39,446.00	39,692.93	39,692.93	.00	.00
00110070	524305	DENTAL INS	2,445.00	2,528.00	1,843.37	1,843.37	.00	.00
00110070	524306	LIFE INSUR	1,070.00	1,070.00	1,095.12	1,095.12	.00	.00
00110070	524307	UNIFORM AL	2,076.00	1,800.00	1,800.00	1,800.00	.00	.00
		6 employees @ \$300 ea by contract. (Custodian at Senior Center paid by Senior Services)						
00110070	524401	TUITION &	.00	.00	.00	.00	.00	.00
00110070	524405	TRAVEL & E	.00	.00	.00	.00	.00	.00
00110070	530103	POSTAGE	.00	.00	.00	.00	.00	.00
00110070	530203	VEHICLE RE	.00	.00	.00	.00	.00	.00
00110070	530305	SOLID WAST	6,355.00	6,321.00	6,576.00	6,576.00	.00	.00
00110070	530504	LICENSE FE	235.00	235.00	235.00	235.00	.00	.00
		Licensing for CDL, hoisting engineer, insect and rodent control for Facilities employees. Average over last three years is \$172.						
00110070	530604	MEDICAL SE	.00	.00	.00	.00	.00	.00

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FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110070	530610 OUTSIDE CL Outside contract cleaning of public restrooms and Wilson Park, McGinn Park, Signal Rock, Ryan Park, Wickford Restrooms, Transfer Station & DPW Facility. Change in specifications that would have town supply paper and soap products for Wickford Restrooms, TS & DPW lowered cost for services, with favorable bid prices for the new contract year.	31,300.00	30,000.00	30,000.00	30,000.00	.00	.00
00110070	530702 OPERATING	.00	.00	.00	.00	.00	.00
00110070	530704 OTHER RENT Portable toilet rental for Town Dock & McGinn Park and other misc equipment rental for facility maintenance. Annual portable toilet rental contract is approx \$1400 annually.	1,300.00	1,400.00	1,400.00	1,400.00	.00	.00
00110070	530801 LEGAL ADS	.00	200.00	.00	.00	.00	.00
00110070	531001 MOTOR VEHI	.00	.00	.00	.00	.00	.00
00110070	531002 CONSTRUCTI Misc & specialty equipment and services required for field and facilities repairs & maintenance. This line item is also used for unfoerseen facility projects (example: demo of old senior center addition). Previous three year average is \$633.00	1,000.00	276.00	500.00	500.00	.00	.00
00110070	531101 CAP RES Town Facilities Maintenance & Improvement Projects. Line item used for implementation of annual CIP projects. Road and sidewalk reconstruction projects are not adequately covered under their individual budget line items and must now supplement funding through Town Capital Reserve monies. This line item has been seriously underfunded for years; estimated that CIP projects require a minimum of \$500,000 annually.	200,000.00	200,000.00	200,000.00	500,000.00	.00	.00
00110070	531102 ELECTRICAL Routine electrical maintenance and emergency repairs to town buildings and facilities by outside contractors. Average annual cost for previous three years is \$8179.	6,000.00	7,000.00	7,000.00	7,000.00	.00	.00
00110070	531103 PLUMBING S Routine plumbing maintenance and emergency repairs to town facilities and buildings by outside contractors, including backflow preventers as required by Water Department regulations.	2,000.00	2,000.00	2,000.00	2,000.00	.00	.00
00110070	531104 HVAC SYSTE Routine HVAC maintenance and emergency repairs to Town building by outside contractors, including duct cleaning and annual servicing of boilers and mechanical control systems. Annual maintenance costs continue to increase with more complex cooling systems and mechanical controls in the newer boilers/heating systems. Average annual cost for previous three years is \$50,803.	25,000.00	54,000.00	40,000.00	40,000.00	.00	.00
00110070	531105 STRUCTURAL This item is for smaller building and structural repair/improvements. Many projects are maintenance or code related upgrades, including Fire Marshall code compliance, radio boxes, overhead door repairs, roofs, septic system repairs, dock repairs, chimney cleaning/repairs and other unanticipated facility needs. Average annual cost for previous three years is \$30,313.	29,000.00	30,018.00	30,000.00	30,000.00	.00	.00

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FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110070	531106 LANDSCAPIN Landscaping materials & supplies - mulch, wood chips. average is \$380.	200.00	200.00	300.00 Previous three year	300.00	.00	.00
00110070	531108 SEWAGE DIS Line item is used for pumpouts of town septic systems (as required every 3 years by Town Ordinance) and needed septic system repairs. Average annual cost for previous 3 years is \$2304.	2,500.00	2,300.00	2,000.00	2,000.00	.00	.00
00110070	531206 CONTRACTUA Funding for outside contractual services including servicing of fire extinguishers, fire alarm & sprinkler systems testing/maintenance, generator maintenance and repairs, elevator maintenance and testing, annual contract for O&M of OWTS system at Town Beach & Senior Center and any other unanticipated services required. Average annual cost for last three years is \$39,581.	25,000.00	43,274.00	40,000.00	40,000.00	.00	.00
00110070	531208 LINE PAINT	.00	.00	.00	.00	.00	.00
00110070	540101 OFFICE SUP	25.00	25.00	.00	.00	.00	.00
00110070	540202 SAFETY EQU Safety belts, gloves, vests, eyewear, goggles, hard hats, respirators replaced as needed. Previous three year average is \$232.	300.00	235.00	225.00 Safety belts, gloves, vests, eyewear, goggles, hard hats, respirators replaced as needed. Previous three year average is \$232.	225.00	.00	.00
00110070	540304 FERTILIZER Fertilizers for town parks, athletic fields and landscaping at town facilities. Average three year annual cost is \$2,585.	4,000.00	4,000.00	3,000.00	3,000.00	.00	.00
00110070	540305 PEST CONTR Pest control chemicals for in-house insect and rodent control, including rat bait for sea walls in Wickford.	50.00	50.00	50.00	50.00	.00	.00
00110070	540306 SALT	.00	.00	.00	.00	.00	.00
00110070	540401 GASOLINE & Fuel for facilities vehicles & equipment - mowers, tractors and all light equipment. Previous three year annual cost is \$11,349. Vehicles are used to supplement highway dept winter storm operations when needed.	12,000.00	12,000.00	10,000.00	10,000.00	.00	.00
00110070	540402 LUBRICANTS Average for previous three years is \$1680. Lubricants for facilities light equipment, tractors and mowers.	400.00	1,000.00	1,000.00	1,000.00	.00	.00
00110070	540403 TIRES For facilities light equipment, tractors and mowers. Average annual cost for previous three years is \$930.	1,000.00	1,000.00	1,000.00	1,000.00	.00	.00
00110070	540404 BATTERIES purchased from equipment repair line item.	50.00	100.00	.00	.00	.00	.00
00110070	540405 ANTI FREEZ	.00	.00	.00	.00	.00	.00

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FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110070	540406 REPAIR PAR Repair parts and maintenance for facilities light equipment, tractors & mowers. All fleet vehicle repairs covered under highway (20 540406), Average cost for previous three years is \$4955.	7,000.00	5,500.00	5,000.00	5,000.00	.00	.00
00110070	540501 BUILDING R Materials used in routine in-house maintenance and repairs to town facilities. As age of buildings and the number of facilities department maintains increases, the amount needed will continue to increase. Average annual cost for previous three years is \$14,223.	17,000.00	15,500.00	15,000.00	15,000.00	.00	.00
00110070	540502 SOIL SAND Materials used for playgrounds, parks and athletic fields, including screened loam and special field mixes. Previous three year annual average is \$2408.	2,642.00	3,117.00	2,000.00	2,000.00	.00	.00
00110070	540503 CEMENT PRO	.00	.00	.00	.00	.00	.00
00110070	540505 SIGNS & MA	.00	.00	.00	.00	.00	.00
00110070	540506 SEEDS & PL Grass seed and plantings for fields, playgrounds, parks and landscaping at town facilities. Average cost for previous three years is \$658.	800.00	800.00	700.00	700.00	.00	.00
00110070	540507 PLUMBING S Supplies for in-house plumbing maintenance and repairs. Average for past three years is \$757.	1,250.00	1,085.00	800.00	800.00	.00	.00
00110070	540508 ELECTRICAL	3,300.00	3,500.00	3,000.00	3,000.00	.00	.00
00110070	540509 JANITORIAL Janitorial supplies for town facilities. New outside cleaning contract includes the town providing paper & soap products for the Wickford Restrooms on weekends, Community Center, Transfer Station and DPW facility. Recent changes in vendors supplying paper/cleaning products and going to coreless paper products has helped keep costs steady even with contract cleaning changes. Previous three year average is \$11,938.	12,000.00	13,000.00	13,000.00	13,000.00	.00	.00
00110070	540510 PAINT & PR	.00	.00	.00	.00	.00	.00
00110070	540511 HVAC SUPPL Expenses for HVAC supplies paid from 70 540501 0 building repair materials.	200.00	200.00	.00	.00	.00	.00
00110070	540517 WILSON PK	.00	.00	.00	.00	.00	.00
00110070	540601 CONSTRUCTI	.00	.00	.00	.00	.00	.00
00110070	540701 HAND TOOLS New and replacement hand tools for carpenter and field maintenance New and replacement hand tools for carpenter and field maintenance	300.00	300.00	300.00	300.00	.00	.00
00110070	540702 POWER TOOL New and replacement power tools for carpenter & facilities maintenance. Previous three year average is \$192.	500.00	500.00	250.00	250.00	.00	.00

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FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110070	540801	4,700.00	4,500.00	4,500.00	4,500.00	.00	.00
	Misc and unexpected facilities items, including flags, holiday wreaths and laurel, mutt mitts for pet stations, irrigation system maintenance supplies, ladders, staging, fencing, turf maintenance classes, restocking first aid kits in town buildings, and misc operating equipment as needed. Average for previous three years is \$3801.						
00110070	550101	.00	.00	.00	.00	.00	.00
	BUILDING A						
00110070	550301	.00	.00	.00	.00	.00	.00
	OFFICE EQU						
00110070	550501	31,146.00	19,726.00	30,000.00	30,000.00	.00	.00
	CAPITAL OU New and replacement equipment based on 5-year Equipment Replacement list.						
	TOTAL PUBLIC FACILITIES	907,203.00	957,051.00	920,652.03	1,220,652.03	.00	.00

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FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00110071 PUBLIC FACILITIES						
00110071 530103 POSTAGE	.00	.00	.00	.00	.00	.00
TOTAL PUBLIC FACILITIES	.00	.00	.00	.00	.00	.00

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00112010 GENERAL FUND DEBT						
00112010 530103 POSTAGE	.00	.00	.00	.00	.00	.00
00112010 530606 FISCAL AGE	.00	.00	.00	.00	.00	.00
TOTAL GENERAL FUND DEBT	.00	.00	.00	.00	.00	.00

# Memorandum

**To:** Thomas Mulligan, Interim Town Manager  
**CC:** Ted Przybyla, Finance Director  
**From:** Marie K. Marcotte, Director of Senior and Human Services  
**Date:** 3/7/2016  
**Re:** FY 2017 Budget

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The budget submitted by this department for FY2017 represents expenditures for personnel and operational costs anticipated in the upcoming fiscal year. I have carefully reviewed every line item in an effort to keep costs at a minimum. As in years past, I have allocated \$15,000 in Other Capital Outlay in anticipation of replacing our 2006 Para-transit Bus. It is anticipated that the future cost for a new bus would be a minimum of \$85,000. Our 2006 bus currently has 108,268 miles and is used for shopping, doctor appointments, choral group entertainment at nursing homes and special occasions for older non-driving adults, especially those in wheelchairs, to be able to enjoy quality of life experiences. Our 2006 Para-transit bus has once again been in for repairs several times this year with anticipation and hope that it will continue to run. This bus has been designated for possible replacement for FY 2017. Should the current designated \$15,000 get approved, I will have a total of \$45,000 in Other Capital Outlay designated towards a new vehicle. Motor vehicle maintenance has increased slightly to cover increased costs for emergency maintenance of our 2006 para-transit bus. The decrease in fuel costs line item have offset the increase for maintenance.

Other anticipated increases in this proposed budget include the 1.75% COLA raise for 1033 union employees in addition to an increase in cost of Health Benefits. License fees have decreased. Certification of our kitchen supervisor is valid for three years. Anticipated renewal will be in FY 2018.

Exercise programs, the fitness room, and holiday programs in Seabreeze dining are just a few areas that have continued to increase significantly over the past year. During holidays and evening social events our dining room is filled to capacity with waiting lists. With anticipated growth, we have added evening exercise and educational programs to accommodate baby boomers who are currently working and looking to attend the Senior Center. Several Senior Centers throughout Rhode Island and the northeast are currently offering many evening programs with paid staff providing support.

Welfare services have also increased in the past three years. We currently have a licensed social worker and a social service specialist working 25 hours each per week. These individuals do an outstanding job. With the influx of calls and requests ranging from heating, housing and electric staff must interview each individual, contact agencies and refer services if necessary to see if they qualify based on our guidelines. With this increase in Welfare Services, Senior Services has been handled on an emergency basis only. Director, Assistant Director, and Secretary are involved in preliminary review of seniors' issues prior to referring them to Social Services. Having all staff members involved in Social Services effects the day to day operation of the Senior Center and programs. There are many older adults in the community in need of our services.

With the current state of the economy, the Social Services department continues growth in both the Human Services and Senior population with service contact increases from last year. This does not include the Holiday Giving Program.

#### **Revenue Enhancements**

A total of \$76,351 supplements town funds for the operation of the Department of North Kingstown Senior and Human Services for FY2016. These funds came from the following sources: North Kingstown Senior Association (Friends of Beechwood) - \$9,200. NKSA funds many of our ongoing programs as well as some new initiatives. NKSA funds were used for instructors, program supplies, and special needs.

A legislative grant from Senator Sheehan for \$1,300 targeted costs associated with our dining program.

Grant awards from the Department of Elderly Affairs (DEA) included \$8,311 in state funding and the award of \$37,540 from a competitive grant through Title IIIB of the Older American's Act from the Administration on Aging.

Beechwood was also awarded by sub-contract through South County Community Action and the Department of Elderly Affairs (DEA) \$20,000 towards the Regional SHIP/SMP/MIPPA/ADRC Program for our social services department.

These grants are not guaranteed for FY2017.

The new Beechwood, A Center for Life Enrichment creates many opportunities to better serve our constituency.

As the older adult population increases in North Kingstown, we will strive to provide individuals with the services, education and programs to enable independence in the community.

**DEPARTMENT OF SENIOR AND HUMAN SERVICES**

**CONTRIBUTIONS COMPONENT**

Marie Marcotte, Director

All agencies making requests for funding are required to file an application with information as to the numbers of North Kingstown residents served and the total numbers of clients, and provide an explanation on how the funds are to be utilized. The application also provides a comparison of the level of support requested and received from other communities. Allocations of funds are made from the limited dollars available within the general fund for contributions and are divided among agencies whose services most meet our citizens' needs.

<b>Contributions to Agencies</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Proposed</b>	<b>\$ Increase</b>	<b>% Increase</b>
South County Community Action	\$15,255.00	15,255.00		
South Shore Mental Health Ctr.	\$10,000.00	10,000.00		
Well-One Primary Med	\$20,000.00	20,000.00		
Domestic Violence Resource Center	\$4,000.00	4,000.00		
VNS Home Health Services	\$17,500.00	17,500.00		
Lafayette Band	\$1,500.00	1,500.00		
Davisville Library	\$6,000.00	6,000.00		
Willett Library	\$6,000.00	6,000.00		
South Kingstown Adult Day Care	\$33,580.00	33,580.00		
Washington County Regional Planning	\$3,000.00	6,000.00		
Arts Council	\$24,000.00	24,000.00		
Chamber of Commerce	\$15,000.00	15,000.00		
Requests from New Agencies	\$19,500.00	20,500.00	1,000.00	
<b>Totals</b>	<b>\$176,335.00</b>			

**HUMAN SERVICES COMPONENT**

Marie Marcotte, Director

**Mission Statement-** To provide professional, efficient and confidential support and relief to North Kingstown residents who are in an emergency situation.

The Welfare Director for the Town of North Kingstown is also the Director of Senior and Human Services and assumes by law the obligation of supplying relief and support to all persons lawfully residing in the Town of North Kingstown who are in an emergency situation. This means acting as a liaison between the Town and State administrations in matters relating to food stamps, social services, assistance payments, medical assistance and community support systems. The department provides an essential link between this community and the multitude of Federal/State social service programs with a strict degree of confidentiality. The Director administers the Public Assistance Account and the Indigent Aid Escrow Account that are Town Funds used to assist the clients who come in seeking emergency assistance who do not qualify for any State programs, or who are pending eligibility for a State program.

**Potential Impacts to services resulting from an economic downturn and reduced staffing:**

- **Delays in assistance from reduced staffing can result in :**
  - **Increased #persons/families with homeless status as a result of evictions**
  - **Increased # persons/families without utilities such as heat and electricity**
  - **Create more strain on other resources: Food Pantry, Police, Salvation Army, State of Rhode Island Human Services, South County Community Action**
  - **Resource support and referrals would be discontinued**
  
- **Reduction in crisis intervention can create increased crisis for individuals and families.**

**2016/2017 DEPARTMENT GOALS**

<b>Goal</b>	<b>Vision reference</b>	<b>Timeframe</b>
Continue to provide emergency assistance to North Kingstown residents in crisis situations (Goal 1). Educate community on resources/programs provided by local social service agencies to those in need (Goal 2). Determine all possible financial resources available (Goal 3).	Vision, Quality of Life Vision, Quality of Life Quality of Life, Fiscal	Ongoing through FY 2016-2017 Ongoing through FY 2016-2017 Ongoing through FY 2016-2017
Continue staff development, training and collaboration with other human service providers (Goal 4)	Vision, Quality of Life	Ongoing through FY 2016-2017

**WORK PROGRAM**

<b>QUARTER</b>	<b>ACTIVITY</b>
FIRST QUARTER (7/1/16 to 9/30/16)	Meetings with Directors, Dept of Human Services, Salvation Army and United Way (Goals 1,2,3,4). Meet with Social Services and Food Pantry to coordinate Thanksgiving and Holiday Giving Food Program (Goals 2,3,4). Plan for Holiday Giving and Press Releases (Goals 1,2,3,4). Hire Temporary Holiday Giving Coordinator (Goals 1,3,4).
SECOND QUARTER (10/1/16 to 12/31/16)	Collect names of people in need of Thanksgiving and Christmas holiday baskets and gifts (Goals 1,2,4). Distribute gifts and food cards to people in need (Goals 1,2,4). Mail correspondence to possible donors (Goals 2,3,4). Planning meetings with Community Partners (Goals 2,3,4). Administer Good Neighbor fund for South County Community Action Heating Season (Goals 1,2,3,4). Budget Preparation (Goals 1,2). Review statistics for budget preparation (Goals 1,2,3,4)
THIRD QUARTER (1/1/17 to 3/30/17)	Administer Good Neighbor fund for South County Community Action Heating Season (Goals 1,2,3,4). Meetings with Directors, Dept of Human Services, Salvation Army, and United Way (Goals 1,2,3,4) . Review Holiday Program and update guidelines (Goals 2,3,4)
FOURTH QUARTER (4/1/17 to 6/30/17)	Meetings with Directors, Dept of Human Services, Salvation Army and United Way (Goals 1,2,3,4). Review Holiday program for upcoming Holiday Season (Goals 2,3,4). Review Salvation Army available programs (Goals 1,2,3,4).

**PERFORMANCE MEASURES**

<i>PRODUCTIVITY MEASURE*</i>	<i>Goal</i>	<i>ACTUAL 2014/2015</i>	<i>BUDGET 2015/2016</i>	<i>PROJECTED 2015/2016</i>	<i>PROJECTED 2016/2017</i>
Electric Shutoff	Goals 1,2,3,4	17	16	20	20
Electric – Amount		\$4,040	\$2,800	\$4,400	\$4,200
Heat Cases	Goals 1,2,3,4	16	15	15	16
Heat – Amount		\$3,883	\$3,600	\$3,700	\$3,900
Rent Cases	Goals 1,2,3,4	6	15	9	10
Rent – Amount		\$1,300	\$3,450	\$1,600	\$1,600
Medical Cases	Goals 1,2,3,4	16	2	6	5
Medical– Amount		\$750	\$150	\$300	\$300

**ZERO BASED BUDGET  
CONTRIBUTIONS**

<b>Account Number</b>	<b>Description</b>	<b>Proposed</b>
00113010 530901 -	SOUTH COUNTY COMMUNITY ACTION	
00113010 530903 -	SOUTH SHORE MENTAL HEALTH CTR.	
00113010 530904 -	WELL ONE PRIMARY MEDICAL AND DENTAL	
00113010 530907 -	DOMESTIC VIOLENCE RESOURCE CENTER	
00113010 530908 -	VNS HOME HEATH SERVICES	
00113010 530922 -	LAFAYETTE BAND	
00113010 530924 -	DAVISVILLE LIBRARY	
00113010 530925 -	WILLETT LIBRARY	
00113010 530940-	SOUTH KINGSTOWN ADULT DAYCARE	
00113010 530943 -	WASHINGTON COUNTY REG PLANNING	
00113010 530945 -	ARTS COUNCIL	
00113010 530946 -	CHAMBER OF COMMERCE	
00113010 539999 -	REQUESTS FROM NEW AGENCIES	
	<b>TOTAL CONTRIBUTIONS</b>	
	<b>TOWN MANAGER’S REDUCTIONS</b>	
	<b>FINAL PROPOSED CONTRIBUTIONS BUDGET</b>	

## **SENIOR SERVICES**

Marie Marcotte, Director

**Senior Services Mission Statement** – To promote, enhance, and maintain the well-being, dignity and independence of persons age 55 and older by providing programs, services, and resources to meet their present and future needs.

Belief Statement – We Believe That:

- Older adults have unique needs, characteristics, talents, and interests.
- Older adults are valuable assets to the community.
- The increasing number of older adults will require more varied services.
- Enjoyment is a vital part of the aging process.
- Older adults should have ongoing opportunities for active participation that includes civic engagement and lifelong learning.

Social interactions and opportunities to develop friendships are important components of successful aging.

### **Senior Services**

The Department of Senior and Human Services serves as a “community focal point” for senior programs and services at Beechwood, A Center for Life Enrichment which includes coordinating the following: nutrition and transportation programs, social and recreational activities, health and wellness education and screenings, caregivers support, case management, advisory groups, volunteer services, educational programming and information and referral services. All services provided are based at this location on the town beach campus. Total unduplicated number of individuals served in all categories in 2014-2015 was 2,945 – an increase of 3.1%. Service contacts increased 5.4% to 50,216.

Programming at the Senior Center is divided into Recreational/Educational and Health Wellness Programs. General programming includes daily ongoing activities which include day trips to points of interest, Internet access and computer education taught by volunteer instructors. A comprehensive Health Wellness program offers health education and exercise programs for varied fitness levels and interests, in order to maximize the well-being and independence of older adults in the community. A Wellness Center offers a variety of health services on site including podiatry services and health testing/screenings provided by South County Hospital, University of Rhode Island Pharmacy Outreach, Well-One Health Center, South County Home Health Services and Rhode Island College School of Nursing. Alternative Health such as Reiki, Reflexology and Massage Therapy is also offered. Community partnerships with URI Master Gardener/Wild Plant Society, Blue Cross/ Blue Shield, Alzheimer’s Association, RI Bar Association, and AARP create program opportunities for all adults in North Kingstown and are offered at Beechwood. A total of 2,290 unduplicated individuals participated in programs.

Our transportation program provides rides to and from the senior center, to in-town medical appointments, shopping, lab visits, hairdressing/barber appointments, banking, post office and pharmacies. Senior center staff can assist elders in accessing state and volunteer transportation services for out of town appointments. Transportation is an essential service to elders who do not drive so that they can remain active in the community. A total of 103 unduplicated riders used North Kingstown transportation services during FY15.

Social Services assisted 675 older adults in areas of financial, health insurance, housing, legal, Social Security, and prescription drugs, etc. There were 252 families/individuals (under age 55) in crisis assisted with payments of utilities, housing, homeless status, clothing, medication and referrals. Food and/or gifts were provided to 400 households through the Holiday Giving Program.

Other programs include the Alzheimer Alert Project, in cooperation with the North Kingstown Police Department, which provides for registration of persons so that they can be located if lost. The Senior Companion component serves clients with in-home assistance. The Center is part of the Department of Elderly Affairs Elderly Abuse Monitoring System, where cases from North Kingstown are tracked. Social service staff assists elders and their families with eligibility guidelines and referrals and access to home and community care programs. Case management and advocacy are primary components of our Social Services Department. Monthly support groups and educational programs assist families with the challenges of care-giving for their loved one. In cooperation with the Alzheimer’s Association, evening education programs are being offered during FY 2016. With constant changes in healthcare, trained staff, counsels and teaches Medicare recipients how to manage their insurance needs.

The Senior Nutrition Program provides nutritionally balanced hot meals both through Seabreeze Dining, on site at Beechwood, and in the community through Meals on Wheels. Meals on Wheels provide meals to homebound, frail elders and handicapped individuals. Such assistance helps to maintain the health status of the participants, allowing individuals to remain living in the community for as long as possible and prevents premature institutionalization. These programs operate five days per week and are supported with funds from the Older Americans Act, Title III, the State of Rhode Island and local communities. In addition to the hot meal at noon, a flexible dining program, Beechwood Café, with a 'Grab and Go' menu, operates between 11:00 am -1:00 pm offered in collaboration with North Kingstown High School Dining Services. Seabreeze Dining at Beechwood served 10,938 meals to a total unduplicated 733 individuals. This represents an increase of 26% of older adults attending our dining room in the past fiscal year.

**Potential impacts to services resulting from an economic downturn and reduced staffing:**

- Less comprehensive individual services in all departments
- Reduction in time spent on one on one interactions with frail elders can result in more crisis intervention, less prevention
- Fewer home visits to homebound elders
- Longer wait times to for social service assessments and services
- Reduction of transportation services: local medical, shopping, and quality of life
- Delay in ability to respond to requests for information
- Reduction in number and scope of programs offered
- Reduction in educational and computer programs
- Reduced support for caregivers
- Limited programming with community groups: schools, Alzheimer's Association, etc.
- Less advocacy and resolution of problems involving outside agencies
- Elimination of Beechwood Café program
- Reduction of Health Wellness programs (Fitness classes and fitness room)

**2016/2017 DEPARTMENT GOALS**

<b>Goal</b>	<b>Vision reference</b>	<b>Timeframe</b>
Promote the well-being and independence of North Kingstown's Older Adult Community. (Goal 1)	Vision, Quality of Life	2016/2017
Provide programs and services to meet present and future needs. (Goal2)	Vision, Quality of Life	2016/2017
Provide for the changing needs of the Older Adult Community. (Goal 3)	Vision, Quality of Life	2016/2017
Maintain Community Partnerships. (Goal 4)	Quality of Life	2016/2017
Maintain Health & Wellness Programs to improve Quality of Life and overall health and well-being of older adults in North Kingstown (Goal 5)	Quality of Life	2016/2017
Provide opportunities for older adults and youth to interact in meaningful activities. (Goal 6)	Quality of Life	2016/2017

**WORK PROGRAM**

QUARTER	ACTIVITY
FIRST QUARTER (7/1/16 to 9/30/16)	Evaluate current programs/conduct outcome measurements (Goals 2,3,5,6). Prepare annual calendar (Goals 1-6). Implement Marketing Plan (Goals 1,2,4,5). Prepare annual report/statistics (Goals 1-6). Plan programs for Senior Center Month held in September (Goals 1-6). Prepare Dept of Elderly Affairs Statistics (NAPIS Report) (Goals 1-6). Review emergency plan for frail elders (Goals 1,2,3).
SECOND QUARTER (10/1/16 to 12/31/16)	Plan day trips for year (Goals 1,2,3). Plan Holiday Programs (Goals 2,3,4,5). Preparation of Annual Budget (Goals 1-6). Plan and implement intergenerational programs. (Goals 3,4,5,6). Prepare quarterly statistics for DEA/Town (Goals 1-6). Collaborate with Community Partners on Fall/Spring Programs (Goals 1,4). Implement Medicare Part D program updates (Goals 3,4,5).
THIRD QUARTER (1/1/17 to 3/31/17)	Plan Volunteer recognition event in April (Goals 1,2,4). Prepare quarterly statistics for DEA/Town (Goals 1-6). Coordinate Tax-Aide Program (Goals 1,2,4).
FOURTH QUARTER (4/1/17 to 6/30/17)	Implement spring programs including programs for Older Americans Month (Goals 1-5). Prepare evening educational programs for recreational, social, and health wellness (Goals 1-6). Quarterly statistics for DEA/Town (Goals 2-6).

**PERFORMANCE MEASURES**

<i>PRODUCTIVITY MEASURE</i>	<i>Goals 1-6</i>	<i>ACTUAL</i>	<i>BUDGET</i>	<i>PROJECTED</i>	<i>PROJECTED</i>
		<i>2014/2015</i>	<i>2015/2016</i>	<i>2015/2016</i>	<i>2016/2017</i>
Total # of Calls	1,2,3,5,6	5,678	6,800	6,000	6,300
Bank, Library, Post Office	1,2,3,5,6	276	300	300	300
Doctors/ Medications	1,2,3,5,6	66	75	75	75
Shopping	1,2,3,5,6	1,416	1,200	1,300	1,400
To Center	1,2,3,5,6	2,107	2,500	2,500	2,500
Unduplicated Riders	1,2,3,5,6	103	115	110	112
Social Services:					
Individuals-Seniors (unduplicated)	1,2,3,4,5,6	675	595	660	675
Individuals-Human Svc (unduplicated)	1,2,4	262	315	250	260
Service Units*	1,2,3,4,5,6	3,028	3,300	3,100	3,100
Holiday Giving	1,2,4	400	475	410	410
Meals on Wheels # meals delivered	1,2,3,6	6,755	6,100	6,600	6,700
Meals on Wheels by individual	1,2,3,6	50	42	46	48
Meal Site # Meals Served	1,2,3,4,5,6	10,938	9,500	10,100	10,900
Meal Site by Individuals	1,2,3,4,5,6	733	540	650	700
By Individual-Programming	1,2,3,4,5,6	2,189	2,200	2,200	2,250
Service Units	1,2,3,4,5,6	32,564	35,500	35,500	36,000
Individual -Undup./All Individual					
Unduplicated - All	1,2,3,4,5,6	2,940	2,950	2,950	3,000
Service Units - All	1,2,3,4,5,6	50,216	48,000	51,000	52,000

**PERSONNEL LIST**

<i>POSITION TITLE (Full Time)</i>	<i>ACTUAL 2014/2015</i>	<i>BUDGET 2015/2016</i>	<i>PROJECTED 2016/2017</i>
Dir of Senior & Human Services	1	1	1
Secretary	1	1	1
Assistant Director	1	1	1
Program/Volunteer Coordinator	0	1	1
Building Custodian	<u>.80</u>	<u>.80</u>	<u>.8</u>
<b>Total</b>	<b>3.8</b>	<b>4.8</b>	<b>4.8</b>

<i>POSITION TITLE (Part Time)</i>	<i>ACTUAL 2014/2015</i>	<i>BUDGET 2015/2016</i>	<i>PROJECTED 2016/2017</i>
Coordinator Social Services 25 hrs	1	1	1
Meal Site Manager 19.5 hrs	1	0	0
<b>Meal Site Manager 25.0 hrs</b>	0	1	1
Social Services Specialist 25 hrs	1	1	1
Bus Driver (2) 17.5 hrs (1) 19.5	3	0	0
<b>Bus Driver (2) 25.0 hrs (1) 19.5</b>	0	3	3
Kitchen Supervisor 19.5	1	0	0
<b>Kitchen Supervisor 25.0 hrs</b>	<u>0</u>	<u>1</u>	<u>1</u>
<b>Total</b>	<b>7</b>	<b>7</b>	<b>7</b>

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00113010 CONTRIBUTIONS						
00113010 530103	POSTAGE	.00	.00	.00	.00	.00
00113010 530901	SOUTH COUN	.00	15,255.00	15,255.00	15,255.00	.00
00113010 530902	PHOENIX HS	.00	.00	.00	.00	.00
00113010 530903	SO. SHORE	9,556.00	10,000.00	10,000.00	10,000.00	.00
00113010 530904	WELL ONE	20,000.00	20,000.00	20,000.00	20,000.00	.00
00113010 530906	THE ARC	.00	.00	.00	.00	.00
00113010 530907	WOMEN'S RE	4,000.00	4,000.00	4,000.00	4,000.00	.00
00113010 530908	VNS	17,500.00	17,500.00	17,500.00	17,500.00	.00
00113010 530921	VETERANS &	.00	.00	.00	.00	.00
00113010 530922	LAFAYETTE	.00	1,500.00	1,500.00	1,500.00	.00
00113010 530924	DAVISVILLE	.00	6,000.00	6,000.00	6,000.00	.00
00113010 530925	WILLETT LI	.00	6,000.00	6,000.00	6,000.00	.00
00113010 530926	USSSARATOG	.00	.00	.00	.00	.00
00113010 530932	SAMARITANS	.00	.00	.00	.00	.00
00113010 530935	SENIORS HE	.00	.00	.00	.00	.00
00113010 530939	HTH CNT SC	.00	.00	.00	.00	.00
00113010 530940	SO KINGSTO	31,614.00	33,580.00	33,580.00	33,580.00	.00
00113010 530942	WASHCTYADL	.00	.00	.00	.00	.00
00113010 530943	WCREGPLAN	6,000.00	3,000.00	3,000.00	3,000.00	.00
00113010 530944	ART FESTIV	.00	.00	.00	.00	.00
00113010 530945	ARTSCOUNCL	20,000.00	24,000.00	24,000.00	24,000.00	.00

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FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00113010 530946 CHAMBER	15,000.00	15,000.00	15,000.00	15,000.00	.00	.00
00113010 530999 REDUCTION	.00	.00	.00	.00	.00	.00
00113010 539999 NEW AGENCI	.00	19,500.00	20,500.00	20,500.00	.00	.00
Boys & Girls Club \$15k FY 2016 initial request						
Southern RI Conserv \$4K FY 2016 initial request						
NK Parade Comm \$1K						
TOTAL CONTRIBUTIONS	123,670.00	175,335.00	176,335.00	176,335.00	.00	.00

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00113050 SENIOR AND HUMAN SERVICES							
00113050	510101 CLASS FT	77,372.00	71,917.00	75,950.72	75,950.72	.00	.00
00113050	510102 CLASS PT	87,621.00	104,586.00	110,099.34	110,099.34	.00	.00
	Six Part-Time Personnel						
00113050	510103 UNCLASS FT	116,506.00	147,649.00	152,216.36	152,216.36	.00	.00
	Director, Assistant Director, and Program/Volunteer Coordinator						
00113050	510104 UNCLASS PT	34,986.00	31,451.00	32,909.58	32,909.58	.00	.00
	Social Service Coordinator (25 hours/week); General Subs for office, kitchen and drivers						
00113050	510107 OVERTIME	180.00	.00	35.19	35.19	.00	.00
00113050	510206 TERMINATIO	.00	.00	.00	.00	.00	.00
00113050	524001 FICA	24,920.00	27,204.00	29,276.41	29,276.41	.00	.00
00113050	524302 RETIREMENT	29,735.00	47,081.00	51,963.08	51,963.08	.00	.00
00113050	524303 UNEMPLOYMN	.00	.00	.00	.00	.00	.00
00113050	524304 HEALTH INS	36,855.00	37,887.00	66,319.76	66,319.76	.00	.00
	Increase due to staffing (Program/Volunteer Coordinator)						
00113050	524305 DENTAL INS	3,286.00	3,398.00	4,689.88	4,689.88	.00	.00
	Increase due to staffing (Program/Volunteer Coordinator)						
00113050	524306 LIFE INSUR	656.00	655.00	1,010.88	1,010.88	.00	.00
	Increase due to staffing						
00113050	524307 UNIFORM AL	240.00	240.00	240.00	240.00	.00	.00
00113050	524403 ASSOCIATIO	300.00	300.00	310.00	310.00	.00	.00
	Increase in Chamber of Commerce membership.						
00113050	524404 CONFERENCE	500.00	500.00	500.00	500.00	.00	.00
	Medicare Part D conference for Social Workers. Updates for SHIP and Medicare program. Necessary to learn changes for upcoming year and help keep senior community informed.						
00113050	530103 POSTAGE	1,200.00	1,500.00	1,500.00	1,500.00	.00	.00
	General Correspondence						
00113050	530203 VEHICLE RE	11.00	11.00	11.00	11.00	.00	.00
	Registration fee for busses.						
00113050	530405 TRAVEL & E	2,300.00	2,000.00	1,800.00	1,800.00	.00	.00
	Staff mileage for the following: Home visits for Social Services - 750 miles annually; Out of Town meetings, trainings - 750 miles annually; Support staff, Volunteers (occasionally), off-site programs, and Post Office - 1,650 miles annually.						

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00113050	530504 LICENSE FE	305.00	225.00	85.00	85.00	.00	.00
	Notary Public license.						
00113050	530602 CONSULTING	.00	.00	.00	.00	.00	.00
00113050	530604 MEDICAL SE	75.00	75.00	.00	.00	.00	.00
00113050	530804 OTHER ADS	.00	.00	.00	.00	.00	.00
00113050	530940 SO KINGSTO	.00	.00	.00	.00	.00	.00
00113050	531001 MOTOR VEHI	3,800.00	6,000.00	6,000.00	6,000.00	.00	.00
	Routine maintenance - \$1,200.00 (oil changes/lube/filters);						
	Balance is for non-routine repairs/parts - \$4,800.						
	2012 bus - 56,318 miles						
	2006 bus - 108,268 miles( vehicle out of warranty)						
00113050	531004 OFFICE EQU	.00	.00	.00	.00	.00	.00
00113050	531203 SUBSCRIPTI	350.00	416.00	416.00	416.00	.00	.00
	Subscription to the Providence Journal.						
00113050	531206 CONTRACTUA	12,252.00	12,835.00	12,835.00	12,835.00	.00	.00
	Sprint cell phones (\$137.00 x12) = \$1,644.00; Piano Tuning (2 per year) = \$450.00						
	Xavus Annual upgrade = \$990.00; Exercise machine maintenance = \$500.00;						
	Perspectives dishwashing services (\$11.00/hr x 9.0 hrs/week) = \$5,148.00 minimum						
	wage increase includes FICA;						
	Volunteer & Senior Center week activities = \$1,200.00; Atrion = \$500.00						
	Landscaping/flowers for planters = \$403.00; Holiday Giving program = \$2,000 for						
	seasonal coordination.						
00113050	531211 PUBLIC ASS	10,000.00	10,000.00	10,000.00	10,000.00	.00	.00
	Emergency assistance for those who do not qualify for state programs.						
00113050	540101 OFFICE SUP	4,352.00	4,352.00	4,352.00	4,352.00	.00	.00
	Supplies - paper, business cards, envelopes, note cards, letterhead = \$1,800.00						
	Printer, copy machine and fax ink, paper, calendars, swipe tags, and welcome						
	packets = \$2,552.00						
00113050	540104 OPER SUPPL	.00	.00	.00	.00	.00	.00
00113050	540310 MEDICINES	110.00	110.00	110.00	110.00	.00	.00
	Refills for 3 first aid kits.						
00113050	540401 GASOLINE &	9,500.00	9,000.00	7,500.00	7,500.00	.00	.00
	Fuel for busses. First five months of FY2016 averaged \$595.00/month						
00113050	540403 TIRES	1,200.00	.00	1,200.00	1,200.00	.00	.00
	Tire replacement for busses; previously in motor vehicle maintenance line item.						
00113050	540801 COMMODITIE	3,800.00	3,800.00	3,800.00	3,800.00	.00	.00
	Kitchen/Dining supplies (El-Gee, Restaurant Supplies, Dave's) = \$2,150.00						
	Program supplies = \$1,150.00; Volunteer calendars = \$500.00						

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00113050 550101 BUILDING A	.00	.00	.00	.00	.00	.00
00113050 550301 OFFICE EQU	.00	.00	.00	.00	.00	.00
00113050 550401 VEHICULAR	.00	.00	.00	.00	.00	.00
00113050 550701 OTHER CAPI	.00	15,000.00	15,000.00	15,000.00	.00	.00
This line item is usually set aside annually for the purchase of a replacement vehicle. Anticipated for FY2017.						
TOTAL SENIOR AND HUMAN SERVI	462,412.00	538,192.00	590,130.20	590,130.20	.00	.00

**CODE ENFORCEMENT**

Gary T Tedeschi, Building Official

**Mission Statement-** To safeguard the health, safety, welfare and quality of life within our community through the administration and enforcement of codes and regulations. To create a friendly, non-intimidating atmosphere, and to provide customers with guidance for the resolution of problems and assistance through a process that at times may appear complicated and confusing.

The Code Enforcement Department's clerical staff is comprised of one full time and one part time employees. The enforcement and plan review staff consists of a Building Official and an Assistant Building Official, and a Zoning/Housing Inspector. Two contracted, licensed inspectors provide mechanical, plumbing and electrical inspection services.

The Department reviews plans and specifications for all construction relative to new and existing structures in town. In addition, we issue building permits, conduct inspections of permitted projects, and respond to complaints. This department is responsible for compliance and enforcement of the State Building Code, the State Property Maintenance Code and various local ordinances. We conduct inspections with regard to compliance for licensing of mobile home parks, public and private schools, day care facilities, laundries, purveyors of alcoholic beverages, bed & breakfasts, hotels, motels, rooming houses and second hand furniture dealers. The staff also provides assistance and information to the public concerning permit applications, inspection requirements, appeals, and the interpretation of flood maps, codes, regulations and ordinances. This department is a revenue generating department thru the permit fee process. In FY 2011 we generated 86% of our line item expenses, in 2012 120% , in 2013 78% in 2014 87% and in 2015 91%, if you don't include capital expenses and 84% if you do..

**2016/2017 DEPARTMENT GOALS**

<b>Goal</b>	<b>Vision reference</b>	<b>Timeframe</b>
Continue to effectively enforce the State Building Code and the State Property Maintenance Code to insure the Health, Safety and Welfare to the public in North Kingstown. (Goal 1)	Organizational Development	FY 2016-17
Continue to build public confidence and trust in our staff and local government;(Goal 2)	Organizational Development	Daily
Provide a more effective means for the distribution of information regarding permit records and building code through the expansion of our electronic library and data base; (Goal 3)	Organizational Development	Daily
Continue to improve electronic, telephonic, written and verbal communication with co-worker, other departments and the general public; (Goal 4)	Organizational Development	FY 2016-17
Develop an interdepartmental electronic permit review process in order to expedite the permitting process; (Goal 5)	Organizational Development	FY 2016-17
Expand upon ability to electronically track scheduled inspections, completed inspections and violation; (Goal 6)	Organizational Development	FY 2016-17

**WORK PROGRAM**

QUARTER	ACTIVITY
FIRST QUARTER	Provide the best service possible to the public. Review the development of an interdepartmental electronic permit review process in order to expedite the permitting process. Continuing to consolidate and organize the filing system. (Goals 3)
SECOND QUARTER	
THIRD QUARTER	
FOURTH QUARTER	

**PERFORMANCE MEASURES**

<i>PRODUCTIVITY MEASURE</i>	<i>Goal</i>	<i>ACTUAL FY 2015</i>	<i>BUDGET 2016</i>	<i>PROJECTED 2016</i>	<i>BUDGET 2017</i>
Total Const. Value, Residential & Non-Residential		\$33,978,945	38,268,442	\$50,291,710.	\$42,095,286
Permits Issued: Building		870	937	1044	1030
Electrical		602	631	818	694
Plumbing		243	504	302	554
Mechanical		520	226	702	248
Demolition					
Total # Permits Issued		2235	2298	2866	2562

<i>POSITION TITLE (Full Time)</i>	<i>ACTUAL FY15</i>	<i>BUDGET FY16</i>	<i>PROJECTED FY17</i>
Building Official	1	1	1
Assistant Building Official	1	1	1
Office Supervisor	1	1	1
Clerical Assistant	0	0	0
Zoning Inspector	0	1	1
<b>Total</b>	<b>3</b>	<b>4</b>	<b>4</b>

<i>POSITION TITLE (Part Time)</i>	<i>ACTUAL FY15</i>	<i>BUDGET FY16</i>	<i>PROJECTED FY17</i>
Clerical Assistant (Pt+28Hrs 52 Weeks)	1	1	1
Contracted Inspectors	<u>3</u>	<u>2</u>	<u>2</u>
<b>Total</b>	<b>4</b>	<b>3</b>	<b>3</b>

**ZERO BASED BUDGET  
CODE ENFORCEMENT DEPARTMENT**

Account Number	Description	Requested
00115010 510101 -	CLASSIFIED FULL TIME	140211
00115010 510102 -	CLASSIFIED PART TIME	27884
00115010 510103 -	UNCLASSIFIED FULL TIME	81856
00115010 510104 -	UNCLASSIFIED PART TIME	4000
00115010 510107 -	OVERTIME	2500
	Funds to cover the cost of emergency call backs and board meetings for the Building Inspector	
00115010 510109 -	SPECIAL EMPLOYEE	58126
	This account is necessary for the two contracted, licensed inspectors that provide mechanical, plumbing and electrical inspection services. The amount also reflects the costs incurred by each inspector for the mandatory education credits that are maintained. The rate for each inspection is \$19.50. The cost for inspections is offset by the actual revenue generated by the permit fee. If there is no permit revenue then there are no inspection costs. FY 2015 total inspections were 3949. Of those 2648 were conducted by the special inspectors. This item is based on the 2015 actuals.	
00115010 524001 -	FICA	25851
00115010 524302 -	RETIREMENT	43929
00115010 524304 -	HEALTH INSURANCE	27191
00115010 524305 -	DENTAL INSURANCE	915
00115010 524306 -	LIFE INSURANCE	842
00115010 524308 -	MILEAGE ALLOWANCE	3800
	Mileage is for the Building Official's vehicle The department has two vehicles and three inspectors. Estimated total miles for year is 7000 @ .54 per mile.	
00115010 524401 -	TUITION & FEES	3500
	This line item accounts for the State mandatory training that is required to maintain our certification in code enforcement. Funds will cover mandatory training for all inspectors. This item also covers the state fees for notary licenses for Gary, Paula, Pat, Ernie and Don.	
00115010 524403 -	ASSOCIATION DUES	480
	This account is necessary to cover Rhode Island Building Official Association dues for Gary Tedeschi, Ernest Marinaro and Don Peck @40.00 each. Also includes membership in the International Code Council and the RIPHCC. Membership has reduced rates for code books and other documentation. Plus online support for code officials. This account includes funds for the other officials.	
00115010 524404 -	CONFERENCES / MEETINGS	4000
	This line is necessary to cover anticipated expenses associated with our mandatory continuing education program. ICC Code Hearings& Annual Conference \$2000.00 New England Building Officials Seminar \$1000.00 each. The account is used for all inspectors.	
00115010 524405 -	TRAVEL & EXPENSES	500
	This account is necessary for expenses to travel to seminars and conferences for all inspectors.	
00115010 530103 -	POSTAGE	1500
	Postage expense for the department	
00115010 531001 -	MOTOR VEHICLES MAINTENANCE	500
	This item allows for the maintenance of two new vehicles	
00115010 531206 -	CONTRACTUAL SERVICES NOT OTHER	20000

**ZERO BASED BUDGET  
CODE ENFORCEMENT DEPARTMENT**

<b>Account Number</b>	<b>Description</b>	<b>Requested</b>
	This line item is necessary to cover the annual charges for two cellular phones \$1000.00, Two air cards @ \$750.00 each (for portable laptops for our web based permit software) and \$16500.00 for our permit software and GIS share. We are currently working on a project that would actually pay for our web based software, with a potential savings of approx \$6000.00. This would involve the IT dept to host other communities in Washington County if we can get them to switch over to our permit software. One other possibility for savings is if the State Building Commission provides the software for all towns. This idea is in the planning stages with the State.	
00115010 540101 -	OFFICE SUPPLIES	5000
	Funds are necessary to cover the costs of supplies to the office. Supplies included but not limited to: labels for files, markers, highlighters, push pins, adding machine tape, envelopes three sizes, index tabs, binders, storage boxes, vertical organize typewriter correction tape, laser printer cartridge photo developing, fax cartridge, calendar book, wall files, providence journal, standard times, inspections stickers, labels for files, markers, printer cartridges, pens, pencils, etc.	
00115010 540102 -	PRINTED FORMS	400
	This account is necessary to cover all inspection stickers used for enforcement for building, plumbing, mechanical, and electrical inspections. Also included are municipal court and zoning violation notices.	
00115010540108-	BOOKS & PUBLICATIONS	2750
	This account covers the cost of RI State Building codes, the life safety codes, NFPA 53, Electric code, Arch Graphics Standards, and the changes to the RI Fire Codes. This year is a code revision and update year. New code adoptions run on a 3 year cycle.	
00115010 540401 -	GASOLINE & DIESEL FUEL	1000
	Funds necessary to cover the cost of gas for two vehicle used for inspections. The rising cost of fuel has driven this line item up.	
00115010 550301-	OFFICE EQUIPMENT & FURNITURE	8500
	Funds to cover the cost of a digital scanner for all plans including application requests and OWTS approvals. We are trying to make a digital copy of all plat and lot files. At some point in time the files would be accessible on line for all residents. This item will allow us to provide plan reviews simultaneously between all reviewing departments. Due to the relocation this item covers the cost of file cabinets and office furniture.	
	CAPITAL VEHICLE EXPENSE	0
	<b>TOTAL CODE ENFORCEMENT BUDGET</b>	<b>465236.00</b>
	<b>TOWN MANAGER'S RECOMMENDED REDUCTIONS</b>	
	<b>FINAL CODE ENFORCEMENT BUDGET</b>	

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FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00115010	CODE ENFORCEMENT						
00115010	510101 CLASS FT	139,141.00	141,923.00	141,923.00	141,923.00	.00	.00
	THIS ACCOUNT COVERS THE PERSONNEL EXPENSE FOR THREE FULL TIME EMPLOYEES						
00115010	510102 CLASS PT	24,210.00	24,694.00	27,884.10	27,884.10	.00	.00
	THIS ACCOUNT COVERS THE PERSONNEL EXPENSE OF A TWENTY-EIGHT HOUR CLERK						
00115010	510103 UNCLASS FT	74,225.00	78,678.00	81,856.00	81,856.00	.00	.00
	THIS ACCOUNT COVERS THE PERSONNEL EXPENSE OF THE DEPARTMENT DIRECTOR						
00115010	510104 UNCLASS PT	.00	4,000.00	4,000.00	4,000.00	.00	.00
	THIS ACCOUNT WOULD COVER THE COST OF A TEMPORARY INTERN TO CONTINUE CREATING DIGITAL RECORDS OF ALL DEPARTMENT DOCUMENTATION.						
00115010	510107 OVERTIME	900.00	2,400.00	2,500.00	2,500.00	.00	.00
	FUNDS TO COVER THE COST OF CALL BACKS. OVERTIME SITUATIONS ARE CONSIDERED EMERGENCY EVENTS. WE RESPOND TO THE FIRE AND POLICE DEPARTMENTS AND THE RESIDENTS FOR EMERGENCY SERVICES.						
00115010	510109 SPECIAL EM	15,000.00	41,636.00	58,126.00	58,126.00	.00	.00
	This account is necessary for the two contracted, licensed inspectors that provide mechanical, plumbing and electrical inspection services. The amount also reflects the costs incurred by each inspector for the mandatory education credits that are maintained. The rate for each inspection is \$19.50. The cost for inspections is offset by the actual revenue generated by the permit fee. If there is no permit revenue then there are no inspection costs. CY 2015 total inspections were 3949. Of those 2468 were conducted by the special inspectors. This item is based on the 2015 actuals.						
00115010	524001 FICA	22,616.00	26,587.00	25,851.14	25,851.14	.00	.00
	THIS LINE ITEM COVERS THE FICA EXPENSE.						
00115010	524302 RETIREMENT	35,993.00	42,630.00	43,929.23	43,929.23	.00	.00
	THIS LINE ITEM COVERS THE MANDATORY RETIREMENT EXPENSE.						
00115010	524304 HEALTH INS	26,483.00	27,225.00	27,191.00	27,191.00	.00	.00
	THIS LINE ITEM COVERS THE HEALTHCARE EXPENSE.						
00115010	524305 DENTAL INS	2,594.00	2,682.00	915.38	915.38	.00	.00
	THIS LINE ITEM COVERS THE DENTAL INSURANCE EXPENSE.						
00115010	524306 LIFE INSUR	518.00	518.00	842.40	842.40	.00	.00
	THIS LINE ITEM COVERS THE LIFE INSURANCE EXPENSE.						
00115010	524307 UNIFORM AL	.00	.00	.00	.00	.00	.00
00115010	524308 MILEAGE AL	4,000.00	4,000.00	3,800.00	3,800.00	.00	.00
	Mileage is for the Building Official's vehicle The department will have two vehicles shaered by three inspectors. Estimated total miles for year is 7000 @ .54 per mile.						
00115010	524401 TUITION &	2,800.00	2,250.00	3,500.00	3,500.00	.00	.00
	This line item accounts for the State mandatory training that is required to maintain our certification in code enforcement. Funds will cover mandatory training for all inspectors. This item also covers the state fees for notary licenses for Gary, Paula, Pat, Don and Ernie. Also the DOL licenses for Gary and Ernie.						

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GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00115010	524403 ASSOCIATIO	200.00	380.00	480.00	480.00	.00	.00
	This account is necessary to cover Rhode Island Building Official Association dues for Gary Tedeschi, Ernest Marinaro and Don Peck @40.00 each. Also includes membership in the International Code Council and the RIPHCC. Membership has reduced rates for code books and other documentation. Plus online support for code officials. This account includes funds for the other officials.						
00115010	524404 CONFERENCE	2,120.00	3,000.00	4,000.00	4,000.00	.00	.00
	This line is necessary to cover anticipated expenses associated with our mandatory continuing education program. ICC Code Hearings & Annual Conference \$2000.00 New England Building Officials Seminar \$1000.00 each. The account is used for all inspectors.						
00115010	524405 TRAVEL & E	.00	100.00	500.00	500.00	.00	.00
	This account is necessary for expenses to travel to seminars and conferences for all inspectors.						
00115010	530103 POSTAGE	600.00	1,000.00	1,500.00	1,500.00	.00	.00
	POSTAGE EXPENSE FOR THE DEPARTMENT						
00115010	530604 MEDICAL SE	.00	.00	.00	.00	.00	.00
00115010	530803 MAPS & DRA	.00	.00	.00	.00	.00	.00
00115010	530804 OTHER ADS	1,500.00	.00	.00	.00	.00	.00
00115010	531001 MOTOR VEHI	.00	500.00	500.00	500.00	.00	.00
	THIS LINE ITEM COVERS THE MAINTENANCE COST FOR TWO VEHICLES.						
00115010	531003 COMMUNICAT	.00	.00	.00	.00	.00	.00
00115010	531004 OFFICE EQU	.00	.00	.00	.00	.00	.00
00115010	531206 CONTRACTUA	11,500.00	29,000.00	20,000.00	25,000.00	.00	.00
	This line item is necessary to cover the annual charges for two cellular phones \$1000.00, Two air cards @ \$750.00 each (for portable laptops for our web based permit software) and \$16500.00 for our permit software and GIS share. We are currently working on a project that would actually pay for our web based software, with a potential savings of approx \$6000.00. This would involve the IT dept to host other communities in Washington County if we can get them to switch over to our permit software. One other possibility for savings is if the State Building Commission provides the software for all towns. This idea is in the planning stages with the State AND NK IS ONE OF THE PILOT PROGRAM COMMUNITIES.						
00115010	531212 DISASTEREX	.00	.00	.00	.00	.00	.00
	TC1 \$5K added to line for emergency code enforcement per TC						

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FOR PERIOD 99

GENERAL FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00115010	540101 OFFICE SUP Funds are necessary to cover the costs of supplies to the office. Supplies included but not limited to: labels for files, markers, highlighters, push pins, adding machine tape, envelopes three sizes, index tabs, binders, storage boxes, vertical organize typewriter correction tape, laser printer cartridge photo developing, fax cartridge, calendar book, wall files, providence journal, standard times, inspections stickers, labels for files, markers, printer cartridges, pens, pencils, etc. THIS ALSO INCLUDES THE PURCHASE OF DIFFERENT FILE CAB TYPES TO ALLOW MORE STORAGE IN A SMALLER SPACE.	2,400.00	3,150.00	5,000.00	5,000.00	.00	.00
00115010	540102 PRINTED FO This account is necessary to cover all inspection stickers used for enforcement for building, plumbing, mechanical, and electrical inspections. Also included are municipal court and zoning violation notices.	325.00	300.00	400.00	400.00	.00	.00
00115010	540104 OPER SUPPL	.00	.00	.00	.00	.00	.00
00115010	540108 BOOKS & PU This account covers the cost of RI State Building codes, the life safety codes, NFPA 53, Electric code, Arch Graphics Standards, and the changes to the RI Fire Codes. This year is a code revision and update year. New code adoptions run on a 3 year cycle.	1,325.00	1,700.00	2,750.00	2,750.00	.00	.00
00115010	540205 PERSONAL E	.00	.00	.00	.00	.00	.00
00115010	540401 GASOLINE & THIS LINE ITEM COVERS FUEL USEAGE FOR TWO VEHICLES	1,250.00	1,750.00	1,000.00	1,000.00	.00	.00
00115010	540402 LUBRICANTS	.00	.00	.00	.00	.00	.00
00115010	540403 TIRES	.00	.00	.00	.00	.00	.00
00115010	540701 HAND TOOLS	.00	.00	.00	.00	.00	.00
00115010	550301 OFFICE EQU FUNDS TO COVER THE COST OF HARDWARE FOR THE ON LINE PERMITTING PROGRAM AND OFFICE FURNITURE DUE TO THE RELOCATION OF OFFICE SPACE.	8,380.00	14,000.00	8,500.00	8,500.00	.00	.00
00115010	550401 VEHICULAR	.00	.00	.00	.00	.00	.00
00115010	550501 CAPITAL OU	31,000.00	30,000.00	.00	.00	.00	.00
TOTAL CODE ENFORCEMENT		409,080.00	484,103.00	466,948.25	471,948.25	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00115020 BLDG CODE BD OF REV/MIN HOUSIN						
00115020 510107 OVERTIME	.00	300.00	350.00	350.00	.00	.00
00115020 524001 FICA	.00	25.00	27.00	27.00	.00	.00
00115020 530103 POSTAGE	.00	.00	.00	.00	.00	.00
00115020 531206 CONTRACTUA	.00	.00	.00	.00	.00	.00
TOTAL BLDG CODE BD OF REV/MI	.00	325.00	377.00	377.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00118010 MSA - COMMON AREAS						
00118010 531112 QDC MAINT	317,012.00	321,531.00	321,531.00	369,108.00	.00	.00
TOTAL MSA - COMMON AREAS	317,012.00	321,531.00	321,531.00	369,108.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00118011 MSA - INFRASTRUCTURE						
00118011 531112 QDC MAINT	75,000.00	203,000.00	203,000.00	213,150.00	.00	.00
TOTAL MSA - INFRASTRUCTURE	75,000.00	203,000.00	203,000.00	213,150.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00118012 MSA - ROADWAYS						
00118012 531112 QDC MAINT	156,562.00	156,562.00	156,562.00	164,390.00	.00	.00
TOTAL MSA - ROADWAYS	156,562.00	156,562.00	156,562.00	164,390.00	.00	.00

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GENERAL FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
00199999 CONVERSION VOID CHECK CLEARING						
00199999 590000 CONVERSION	.00	.00	.00	.00	.00	.00
TOTAL CONVERSION VOID CHECK	.00	.00	.00	.00	.00	.00
TOTAL GENERAL FUND	27,725,934.22	29,710,855.00	29,727,354.98	31,058,349.47	.00	.00
TOTAL REVENUE	.00	.00	.00	.00	.00	.00
TOTAL EXPENSE	27,725,934.22	29,710,855.00	29,727,354.98	31,058,349.47	.00	.00
GRAND TOTAL	27,725,934.22	29,710,855.00	29,727,354.98	31,058,349.47	.00	.00

\*\* END OF REPORT - Generated by Ted Przybyla \*\*

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TOWN OF NORTH KINGSTOWN  
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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

LIBRARY FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
11219010	LIBRARY						
11219010	510101 CLASS FT 7 librarians and 7 paraprofessionals. All staff in this budget line provide direct public service at our three service desks in addition to carrying various responsibilities for departmental functions, managing areas of service within departments, or for specific ongoing jobs and tasks. There are no changes proposed to the number of staff positions or classifications. COLAs are 1.75%. Merit increases for 3 positions.	532,312.00	544,213.00	552,488.00	552,488.00	.00	.00
11219010	510102 CLASS PT 1 library clerk @ 26 hrs per week, 3 15 hour per week clerical positions and 2 custodians who share responsibility for janitorial services, one working mornings (28 hrs/week), one working evenings and weekends (20 hrs/week). COLAs are 1.75%. merit raises for the 26 hour clerical position and 1 custodian.	75,761.00	74,029.00	100,942.00	100,942.00	.00	.00
11219010	510103 UNCLASS FT 1 director and 1 deputy director.	148,949.00	147,719.00	150,674.00	150,674.00	.00	.00
11219010	510104 UNCLASS PT No interns	21,580.00	20,280.00	.00	.00	.00	.00
11219010	510107 OVERTIME No overtime budgeted.	.00	90.00	.00	.00	.00	.00
11219010	510109 SPECIAL EM	.00	.00	.00	.00	.00	.00
11219010	510206 TERMINATIO	10,700.00	3,100.00	.00	.00	.00	.00
11219010	524001 FICA 7.65% of payroll.	59,777.00	60,735.00	61,858.00	61,858.00	.00	.00
11219010	524302 RETIREMENT	111,310.00	134,310.00	134,310.00	134,310.00	.00	.00
11219010	524303 UNEMPLOYME	.00	.00	.00	.00	.00	.00
11219010	524304 HEALTH INS 6% rate increase estimated. Benefit for 11 full-time employees. All employees now contribute 20% toward their health-care premiums; 3 staff members exercise the alternative health option at a total cost of \$4,500 (down from \$9,000 in previous years.)	110,866.00	117,518.00	112,929.00	112,929.00	.00	.00
11219010	524305 DENTAL INS 6% increase estimated. Benefit for 11 full-time employees. All employees now contribute 20% towards their premiums. Six employees (3 full-time and 3 classified part-time) have coverage elsewhere.	6,359.00	6,274.00	6,000.00	6,000.00	.00	.00
11219010	524306 LIFE INSUR Benefit for 13 full-time employees.	2,768.00	2,618.00	3,500.00	3,500.00	.00	.00
11219010	524314 RETIREHLTH 6% rate increase estimated. Benefit for 8 retired employees, one of whom has coverage for spouse as well. Employees are enrolled in various plans depending on their age and date of retirement. None of these retirees co-pay for these benefits. We currently pay full benefits for the spouse of one retiree. This spouse will turn 65 in FY17.	41,088.00	34,922.00	30,618.00	30,618.00	.00	.00

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LIBRARY FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
11219010	530101 TELEPHONE	.00	.00	.00	.00	.00	.00
11219010	530301 ELECTRICIT	.00	.00	.00	.00	.00	.00
11219010	530406 INSURANCE	.00	.00	.00	.00	.00	.00
11219010	530604 MEDICAL SE	.00	.00	.00	.00	.00	.00
11219010	550101 BUILDING A	.00	.00	.00	.00	.00	.00
TOTAL LIBRARY		1,121,470.00	1,145,808.00	1,153,319.00	1,153,319.00	.00	.00
11219020	LIBRARY STAFF DEVELOPMENT						
11219020	524401 TUITION & Occasional fees for conferences, workshops, and continuing education opportunities for staff. An increase tto allow for more professional development for staff.	230.00	250.00	2,500.00	2,500.00	.00	.00
11219020	524405 TRAVEL & E Librarians participate on a number of statewide committees which meet on varying schedules at libraries across the state. No increase.	1,545.00	1,200.00	1,200.00	1,200.00	.00	.00
11219020	530501 DUES & MEM Memberships in the R.I. Library Association, the New England Library Association, the Public Library Association, and the American Library Association.	325.00	340.00	360.00	360.00	.00	.00
11219020	530602 CONSULTING	.00	.00	.00	.00	.00	.00
TOTAL LIBRARY STAFF DEVELOPM		2,100.00	1,790.00	4,060.00	4,060.00	.00	.00
11219030	LIBRARY OFFICE/OPERATIONAL COS						
11219030	524405 TRAVEL & E	.00	.00	.00	.00	.00	.00
11219030	530101 TELEPHONE The library share of the town's VoIP phone system for two incoming lines plus one fax line and long distance charges. No increase.	4,500.00	4,500.00	4,500.00	4,500.00	.00	.00
11219030	530103 POSTAGE First-class postage for overdue and other notices to patrons. Postage for general correspondence. Out-of-state ILL returns. No increase.	1,000.00	1,000.00	1,000.00	1,000.00	.00	.00
11219030	530105 DATA PROCE Includes \$10K allocation of IT dept costs	1,500.00	1,500.00	2,000.00	12,000.00	.00	.00
11219030	530607 AUDITING The library's share of the town's auditing contract. Rate determined by Finance Dept.	3,000.00	3,300.00	3,500.00	3,500.00	.00	.00

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LIBRARY FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
11219030	530703 OFFICE EQU	4,125.00	4,125.00	5,000.00	5,000.00	.00	.00
	Lease of the postage meter and 2 public photocopiers (a partial cost of the photocopiers will be offset by the revenue the copiers will generate.) slight increase to cover increased cost.						
11219030	530802 STATIONERY	.00	150.00	150.00	150.00	.00	.00
	Funds to have letterhead, envelopes, note cards, or signs printed by a local professional printer. No increase.						
11219030	531004 OFFICE EQU	5,000.00	5,000.00	6,000.00	6,000.00	.00	.00
	Maintenance on the library's share of the town telephone system, office copier, software license renewals for administrative functions, including e-mail scanning for spam). Plus an estimated \$500 for service on microfilm machines.						
11219030	540102 PRINTED FO	.00	.00	.00	.00	.00	.00
11219030	540104 OPER SUPPL	7,500.00	7,500.00	7,500.00	7,500.00	.00	.00
	Office supplies such as paper, toner, pencils, pens, etc. and library supplies such as book jackets, labels, circulation cases for videos and talking books, etc. We take advantage of state contracts on office supplies and receive OSL discounts on library supplies. No increase.						
11219030	540112 TECH UPGRA	20,000.00	5,000.00	5,000.00	5,000.00	.00	.00
	To cover maintenance and replacement of computers, as Champlin will no longer fund technology requests from individual libraries.						
	TOTAL LIBRARY OFFICE/OPERATI	46,625.00	32,075.00	34,650.00	44,650.00	.00	.00
11219040	LIBRARY CLAN COSTS						
11219040	524405 TRAVEL & E	.00	.00	.00	.00	.00	.00
11219040	531004 OFFICE EQU	.00	.00	.00	.00	.00	.00
11219040	531206 CONTRACTUA	41,541.00	40,329.00	43,342.00	43,342.00	.00	.00
	Slight increase in membership fees, which are re-calculated annually and based on the OSL budget approved by the members each November. Membership fees provide: three T-1 telecommunication lines that connect us to the Internet and OSL central equipment; a fully integrated library automation system for lending and cataloging our library materials; an online catalog shared by the 49 public libraries in RI; direct inter-library loan access for our patrons to all of those collections-5 million items; subscriptions to 18 informational databases; annual licenses for anti-virus software and MS-Office upgrades; Overdrive downloadable audiobooks annual contract; training, cataloging, technology planning & development consultants at no additional cost to the library budget. It also includes or portion (\$2249)of ezone fees.						
11219040	540104 OPER SUPPL	.00	.00	.00	.00	.00	.00

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LIBRARY FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
11219040	550301 OFFICE EQU	.00	.00	.00	.00	.00	.00
	TOTAL LIBRARY CLAN COSTS	41,541.00	40,329.00	43,342.00	43,342.00	.00	.00
11219050	LIBRARY COLLECTION/INFORMATION						
11219050	530804 OTHER ADS	.00	.00	.00	.00	.00	.00
11219050	530806 BOOKBINDIN	.00	.00	.00	.00	.00	.00
11219050	531004 OFFICE EQU	.00	.00	.00	.00	.00	.00
11219050	531206 CONTRACTUA	.00	.00	.00	.00	.00	.00
11219050	540104 OPERATING	.00	.00	.00	.00	.00	.00
11219050	540108 BOOKS & PU	155,951.00	140,951.00	140,951.00	140,951.00	.00	.00
	Books, talking books-on CD; in Playaway format; and in downloadable audiobook and e-book formats; videos-in DVD and Blu-Ray formats; magazines, newspapers, microfilm subscriptions to the Standard-Times, the Providence Journal, and Newsweek magazine; electronic databases. No increase.						
	Books, talking books-on CD; in Playaway format; and in downloadable audiobook and e-book formats; videos-in DVD and Blu-Ray formats; magazines, newspapers, microfilm subscriptions to the Standard-Times, the Providence Journal, and Newsweek magazine; electronic databases. No increase.						
11219050	550301 OFFICE EQU	.00	.00	.00	.00	.00	.00
	TOTAL LIBRARY COLLECTION/INF	155,951.00	140,951.00	140,951.00	140,951.00	.00	.00
11219060	LIBRARY PHYSICAL PLANT						
11219060	530301 ELECTRICIT	50,000.00	56,800.00	60,000.00	60,000.00	.00	.00
	No increase.						
11219060	530302 GAS	.00	19,363.40	20,000.00	20,000.00	.00	.00
11219060	530303 FUEL OIL	19,600.00	2,636.60	.00	.00	.00	.00
	Converted from heating oil to gas halfway through FY16.						
11219060	530305 SOLID WAST	614.00	2,814.00	2,814.00	2,814.00	.00	.00
	The library's share of the town-wide contract. No increase.						
11219060	530306 WATER	1,300.00	1,800.00	1,800.00	1,800.00	.00	.00
	Based on average water usage and new rates.						
11219060	530406 GENERAL IN	15,568.00	18,768.00	18,000.00	18,000.00	.00	.00
	Property, liability, and workers' compensation insurance. Increase to cover increased costs.						

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LIBRARY FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
11219060	530804 OTHER ADS	.00	.00	.00	.00	.00	.00
11219060	531101 STRUCTURAL Maintenance of building exterior—doors and windows—as well as regular pumping of septic system. An increase due to increased costs.	3,400.00	2,000.00	3,000.00	3,000.00	.00	.00
11219060	531105 INTERIORS Maintenance of the HVAC system including repairs and modest replacement of some equipment. Actual costs vary depending on what work needs to be done. Increase due to increasing costs.	15,000.00	15,000.00	20,000.00	20,000.00	.00	.00
11219060	531106 LANDSCAPIN	.00	.00	.00	.00	.00	.00
11219060	531206 CONTRACTUA Contracts for elevator maintenance, fire alarm system maintenance, chemicals for the water treatment in the closed loop HVAC system, security alarm monitoring contract. Slight increase.	7,500.00	7,500.00	8,000.00	8,000.00	.00	.00
11219060	540508 ELECTRICAL Light bulbs and ballasts for the sixteen different light fixtures inside and outside the building. No increase.	1,550.00	1,550.00	1,550.00	1,550.00	.00	.00
11219060	540509 JANITORIAL Supplies for regular maintenance of the facility—toilet tissue, facial tissue, hand soap, cleaners for floors, windows, and fixtures, trash bags, ice melt for walkways, and occasional janitorial equipment. Purchasing some custodial supplies through the School Dept. central supply; utilizing state bid prices for most other purchases. No increase.	4,000.00	4,000.00	4,000.00	4,000.00	.00	.00
	TOTAL LIBRARY PHYSICAL PLANT	118,532.00	132,232.00	139,164.00	139,164.00	.00	.00
11219070	SUNDAY HOURS						
11219070	510101 CLASS FT	.00	.00	10,000.00	10,000.00	.00	.00
11219070	510102 CLASS PT	.00	.00	10,000.00	10,000.00	.00	.00
11219070	510103 UNCLASS FT	.00	.00	.00	.00	.00	.00
11219070	510104 UNCLASS PT	.00	.00	.00	.00	.00	.00
11219070	510107 OVERTIME	.00	.00	.00	.00	.00	.00
11219070	524001 FICA	.00	.00	.00	.00	.00	.00
11219070	524003 FICA	.00	.00	1,530.00	1,530.00	.00	.00
11219070	524302 RETIREMENT	.00	.00	1,744.00	.00	.00	.00

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LIBRARY FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
11219070	530301 ELECTRICIT	.00	.00	.00	.00	.00	.00
11219070	530303 FUEL OIL	.00	.00	.00	.00	.00	.00
11219070	531206 CLAN	.00	.00	.00	.00	.00	.00
TOTAL SUNDAY HOURS		.00	.00	23,274.00	21,530.00	.00	.00
<hr/>							
11241000	411000 CURRENT YE	-1,207,979.00	-1,207,979.00	-1,272,763.00	-1,281,019.00	.00	.00
	Incr by \$ 64,784 to offset higher expenses and reduced projected rev						
TOTAL CURRENT YEAR TAXES		-1,207,979.00	-1,207,979.00	-1,272,763.00	-1,281,019.00	.00	.00
<hr/>							
11242000	422000 STATE GRAN	-232,400.00	-273,440.00	-221,597.00	-221,597.00	.00	.00
	The state grant-in-aid amount for FY17 will not be appropriated by the RI General Assembly until the state budget is approved. The estimated amounts provided by OLIS are as follows: for the North Kingstown Free Library, the scheduled amounts of state grant-in-aid to public libraries will be: tax-based grant-in-aid \$257,686; endowment-based grant-in-aid \$3,286 for a total to the North Kingstown Free Library of \$257,686. If the Willett and Davisville libraries receive tax-based appropriations from the Town, they are entitled to receive a portion of the state grant-in-aid coming to the Town. For FY 16-17, Willett is estimated to receive \$18,408 and Davisville is estimated to receive \$20,967 of the town's state grant-in-aid to public libraries. Willett is also scheduled to receive \$1,966 of endowment-based grant-in-aid for a total of \$20,374 in GIA. After subtracting the Willett and Davisville GIA amounts from the total, NKFL will receive a total of \$221,597.						
11242000	423000 RESOURCESH	.00	.00	.00	.00	.00	.00
TOTAL STATE GRANT IN AID		-232,400.00	-273,440.00	-221,597.00	-221,597.00	.00	.00
<hr/>							
11243000	430000 DEPARTMENT	-45,000.00	-45,000.00	-35,000.00	-35,000.00	.00	.00
	This includes money received from overdue fines and from printing on the public printers (20 cents a page for b&w; 50 cents a page for color). Decrease to reflect lower amount of fine revenue collected over the past 3 fiscal years.						
11243000	441015 COPY MACHI	.00	.00	-3,000.00	-3,000.00	.00	.00
	Projected revenue from the library's 2 public copiers.						

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LIBRARY FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
TOTAL DEPARTMENTAL REVENUE 11246000 APPROP PRIOR YEAR SURPLUS	-45,000.00	-45,000.00	-38,000.00	-38,000.00	.00	.00
11246000 460000 APPRO. PRI No change.	-10,000.00	.00	-6,400.00	-6,400.00	.00	.00
TOTAL APPROP PRIOR YEAR SURP 11248000 MISCELLANEOUS REVENUES	-10,000.00	.00	-6,400.00	-6,400.00	.00	.00
11248000 483000 MISCELLANE	.00	.00	.00	.00	.00	.00
11248000 48333 ENERGY INI	.00	.00	.00	.00	.00	.00
TOTAL MISCELLANEOUS REVENUES 11299999 CONVERSION VOID CHECK CLEARING	.00	.00	.00	.00	.00	.00
11299999 590000 CONVERSION	.00	33,234.00	.00	.00	.00	.00
TOTAL CONVERSION VOID CHECK	.00	33,234.00	.00	.00	.00	.00
TOTAL LIBRARY FUND	-9,160.00	.00	.00	.00	.00	.00
TOTAL REVENUE	-1,495,379.00	-1,526,419.00	-1,538,760.00	-1,547,016.00	.00	.00
TOTAL EXPENSE	1,486,219.00	1,526,419.00	1,538,760.00	1,547,016.00	.00	.00
GRAND TOTAL	-9,160.00	.00	.00	.00	.00	.00

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**MUNICIPAL COURT**

Jeannette Alyward, Town Clerk

**Mission Statement:** to provide for the just determination of every civil violation proceeding. They shall be construed to secure simplicity in procedure, fairness in administration and the elimination of unjustifiable expense and delay.

The Municipal Court is the judicial branch of the Town of North Kingstown government and is also a part of the State of Rhode Island court system. The types of offenses that are heard in the Municipal Court courtrooms include civil traffic, parking, zoning and ordinance charges.

**2016/2017 DEPARTMENT GOALS**

Goal	Vision Reference	Timeframe
Ability to accept credit card payments on-line	Fiscal	2016

**WORK PROGRAM**

QUARTER	ACTIVITY
FIRST QUARTER (7/1/16 to 9/30/16)	Docket Municipal Court Cases conduct Municipal Court weekly sessions
SECOND QUARTER (10/1/16 to 12/31/16)	Docket Municipal Court Cases conduct Municipal Court weekly sessions
THIRD QUARTER (1/1/17 to 3/31/17)	Docket Municipal Court Cases conduct Municipal Court weekly sessions
FOURTH QUARTER (4/1/17 to 6/30/17)	Docket Municipal Court Cases conduct Municipal Court weekly sessions

**PERFORMANCE MEASURES**

<i>PRODUCTIVITY MEASURE</i>	<i>Goal</i>	<i>ACTUAL 2014/2015</i>	<i>BUDGET 2015/2016</i>	<i>PROJECTED 2015/2016</i>	<i>PROJECTED 2016/2017</i>
Municipal Court Session		44	48	38	36
Municipal Court Cases		2979	3200	2800	3200

**PERSONNEL LIST**

<i>POSITION TITLE (Full Time)</i>	<i>ACTUAL 2014/2015</i>	<i>BUDGET 2015/2016</i>	<i>PROJECTED 2016/2017</i>
Town Clerk	.40	.40	.40
Deputy Town Clerk	.60	.60	.60
Clerk I	<u>1</u>	<u>.5</u>	<u>.5</u>
<b>TOTAL MUNICIPAL</b>	<b>2</b>	<b>1.5</b>	<b>1.5</b>

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TOWN MUNICIPAL COURT		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
13003020 MUNICIPAL COURT							
13003020	510101 CLASS FT Clerk 1 - 50%	16,475.00	17,873.00	19,289.13	19,289.13	.00	.00
13003020	510102 CLASS PT	.00	.00	.00	.00	.00	.00
13003020	510103 UNCLASS FT 40% Town Clerk Salary	69,979.00	72,241.00	74,975.59	74,975.59	.00	.00
13003020	510104 UNCLASS PT 60% Deputy Town Clerk Salary Municipal Court Judge payment \$250 per session, Town Sergeant deliver and pick up materials at RITT/Operator Control	13,000.00	13,000.00	13,227.50	13,227.50	.00	.00
13003020	510107 OVERTIME Police Details for Court Session and appearances for Trials 1-2 Clerks per session to accept and process payments	18,000.00	3,500.00	21,164.00	21,164.00	.00	.00
13003020	510109 SPECIAL EM	.00	.00	.00	.00	.00	.00
13003020	524001 FICA	8,985.00	9,418.00	11,433.37	11,433.37	.00	.00
13003020	524302 RETIREMENT	13,098.00	15,921.00	17,222.48	17,222.48	.00	.00
13003020	524304 HEALTH INS	13,925.00	14,761.00	15,354.71	15,354.71	.00	.00
13003020	524305 DENTAL INS	941.00	998.00	996.09	996.09	.00	.00
13003020	524306 LIFE INSUR	256.00	256.00	315.96	315.96	.00	.00
13003020	524307 UNIFORM AL	.00	.00	.00	.00	.00	.00
13003020	524404 CONFERENCE Municipal Court Judge Association Meetings and attendance to National Conferences	1,000.00	1,000.00	1,000.00	1,000.00	.00	.00
13003020	524405 TRAVEL AND expenses for Judge to attendance at National Conference mileage for Town Sergeant to deliver and pick up materials at RITT/Operator Control	1,800.00	1,800.00	1,800.00	1,800.00	.00	.00
13003020	530103 POSTAGE	500.00	500.00	500.00	500.00	.00	.00
13003020	530104 RADIO SYST	.00	.00	.00	.00	.00	.00
13003020	530525 RITT FINES portions of fines to RITT (pass through money from penalties collected)	70,000.00	70,000.00	70,000.00	70,000.00	.00	.00
13003020	530526 RITT VIOLA portion of each violation issued paid to RITT (pass through money from penalties collected)	12,000.00	13,500.00	13,500.00	13,500.00	.00	.00

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TOWN MUNICIPAL COURT	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
13003020 530527 RIHWY-RITT	.00	24,000.00	24,000.00	24,000.00	.00	.00
RI Highway Assessment payable to RITT						
13003020 530528 EMS ASSESS	.00	.00	1,500.00	1,500.00	.00	.00
\$1.00 per guilty finding per violation.						
13003020 530603 LEGAL SERV	15,000.00	15,000.00	15,000.00	15,000.00	.00	.00
Town Solicitor						
13003020 530801 LEGAL ADS	200.00	200.00	200.00	200.00	.00	.00
13003020 530807 PRINTING	700.00	700.00	1,000.00	1,000.00	.00	.00
Printing of Court Forms and Tickets						
13003020 531004 OFFICE EQU	6,500.00	6,500.00	6,500.00	6,500.00	.00	.00
Maintenance fee for Municipal Court Software						
13003020 531206 CONT SVCS	.00	.00	.00	.00	.00	.00
13003020 540101 OFFICE SUP	600.00	600.00	1,500.00	1,500.00	.00	.00
Misc. Office Supplies and toner for printers						
13003020 540108 BOOKS & PU	300.00	300.00	300.00	300.00	.00	.00
Annual Subscription of Lexis Nexus Law Books						
13003020 540519 MISC EXP.	.00	.00	.00	.00	.00	.00
13003020 550301 OFFICE EQU	800.00	800.00	800.00	800.00	.00	.00
Filing Cabinet and computer upgrades						
TOTAL MUNICIPAL COURT	264,059.00	282,868.00	311,578.83	311,578.83	.00	.00
13044003 MUNICIPAL COURT REVENUES						
13044003 441023 TRAFFIC CO	-35,000.00	-35,000.00	-42,000.00	-42,000.00	.00	.00
Court Costs for Traffic Violations (\$25 remains with Town - \$10 to RITT)						
13044003 441024 MUNI COURT	-500.00	-41,668.00	-500.00	-500.00	.00	.00
Court Cost for Municipal Violations (code, zoning, animal, alarm) \$35						
13044003 441025 RITTASSESS	-70,000.00	-70,000.00	-75,000.00	-75,000.00	.00	.00
13044003 441026 TRAFFICFIN	-100,000.00	-108,500.00	-115,000.00	-115,000.00	.00	.00
13044003 441027 FINES MUNI	-5,000.00	-6,000.00	-6,000.00	-6,000.00	.00	.00
13044003 441028 TRAFFICMIS	-100.00	-1,200.00	-1,200.00	-1,200.00	.00	.00
13044003 441029 MUNI MISC	-1,000.00	.00	-1,000.00	-1,000.00	.00	.00
13044003 441034 STATE FINE	-30,000.00	.00	-35,000.00	-35,000.00	.00	.00
Town's portion of fines adjudacated at RITT						
13044003 441050 RIHWY-RITT	.00	.00	-19,350.00	-19,350.00	.00	.00
Assessment paid to RITT - Highways						

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TOWN MUNICIPAL COURT	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
13044003 441051 EMS ASSESS	.00	.00	-1,600.00	-1,600.00	.00	.00
\$1.00 assessment for every guilt finding to be paid to RITT for Emergercny						
13044003 483000 Medical MISC. REVE	-100.00	-500.00	-500.00	-500.00	.00	.00
13044003 490000 APPRO. PRI	-2,063.00	-20,000.00	-14,428.83	-14,428.83	.00	.00
TOTAL MUNICIPAL COURT REVENU	-243,763.00	-282,868.00	-311,578.83	-311,578.83	.00	.00
13048000 INVESTMENT & MISC REVENUE						
13048000 481000 INTEREST O	.00	.00	.00	.00	.00	.00
TOTAL INVESTMENT & MISC REVE	.00	.00	.00	.00	.00	.00
TOTAL TOWN MUNICIPAL COURT	20,296.00	.00	.00	.00	.00	.00
TOTAL REVENUE	-243,763.00	-282,868.00	-311,578.83	-311,578.83	.00	.00
TOTAL EXPENSE	264,059.00	282,868.00	311,578.83	311,578.83	.00	.00
GRAND TOTAL	20,296.00	.00	.00	.00	.00	.00

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## **LEISURE ACTIVITIES**

Al Southwick, Recreation Director

**Mission Statement**- Maintain and improve quality leisure activities and services at the Municipal Golf Course and Allen Harbor Marina. Continue to assist the Arts Council in their goal to provide diverse and quality programs for the residents of North Kingstown

The Leisure Activities Department, under the supervision of the Town Manager, works with the Arts Council and the Leisure Services Advisory Committee to maximize the Recreational opportunities for the community. The Municipal Golf Course and the Allen Harbor Marina form the Quonset/Davisville Enterprise Fund. The Enterprise Fund, whose revenues are derived from the operation of the Golf Course and the Allen Harbor Marina, is the sole source of funding for the Town's Recreational Programs as well as the operation of the Municipal Golf Course and the Allen Harbor Marina. The Leisure Activities Director is responsible for supervising personnel administration, budgeting, and policy implementation and work activities supported by the Enterprise fund. The goal of the Leisure Activities Department is to provide a pleasant atmosphere for everyone who wishes to take advantage of the recreational opportunities the Town has to offer.

### **Municipal Golf Course**

The Municipal Golf Course is the premier Public Golf Course in the State and hosts almost 40,000 rounds of golf a year. The upkeep and maintenance of the golf course is the top priority. The Superintendent manages the staff responsible for care of the turf grass, applications of pesticides and fertilizers, irrigation systems, equipment purchases and maintenance of equipment. In addition he formulates and implements grounds maintenance plans for construction needs related to drainage, bunker and tee rehabilitation, tree programs and cart path enhancement. The Operations Manager supervises the pro shop services and oversees the seasonal golf staff responsible for providing customer services for golfers. Additionally, he schedules league play, tournaments, outings and tee times. The Operations Manager is responsible for purchasing consumable items for resale, collection of revenues and record keeping. Golf lessons for the recreational public are also provided. The Superintendent and the Operations Manager along with their staffs work as a team to provide a well-groomed golf course with pleasant conditions in which to play golf.

### **Allen Harbor Marina**

In the northeast corner of the former Quonset-Davisville Naval Base is the Allen Harbor Marina, located in a natural sheltered harbor with excellent access to Narragansett Bay. Acquired from the Navy, the Town owns and operates the Marina that includes 84 moorings and over 116 slips. In addition, a boat ramp is available for public use. The seasonal staff is responsible for the daily operation and maintenance of the marina facilities including capital improvements and supervision of a busy boat ramp. The Marina is open from April to December. Their goal is to provide well-maintained facilities for the community to enjoy the recreational opportunities of the area. Also, in conjunction with DEM and Fish and Wildlife we hope start construction on new ramp this spring through a grant.

### **Recreation**

To offer quality recreational programs and services to children, adults and families during their leisure time in a safe, rewarding and affordable manner that will allow all of our residents to participate. To provide youth sports activities, summer camps, and art and drama programs. To maintain and provide services at our extensive parks and playground network.

The Recreation Director works with the Leisure Services Advisory Committee and the Town Manager to provide a wide range of recreation activities in the community. The Director handles personnel administration, budgeting, policy implementation, and supervision. The Director works with all other departments to provide coordination for recreational services, including special events. The Director provides grants work, facility development and relationships with the various youth sports groups. The Recreation Department Secretary position provides for the clerical needs of the Department with activities including permit issuing, scheduling of the Cold Spring Community Center, and general office duties. The Director also supervises the part-time recreation employees for activities such

as basketball, softball, and field trips. The Director obtains necessary equipment to provide for the children's activities and sets up tournaments and inter-community activities in various locations.

The Recreation Department also oversees providing recreation services to thousands of North Kingstown residents. The activities range from summer camp, basketball, gymnastics, track and softball leagues to special arts, band and theater activities for children as well as field trips, a teen extreme program, interstate tournaments and musical presentations.

### North Kingstown Arts Council

The North Kingstown Arts Council continues to provide quality Arts programming for the community. The Tuesday Evening Adult Summer Concerts, the Thursday Evening Children Entertainment, ArtVenture, and collaborating with the Library and Smith's Castle on various projects headline an impressive list of programs that provides entertainment and artistic opportunities for all ages.

### 2016/2017 DEPARTMENT GOALS

Goals		Vision reference	Timeframe
Maintain quality of life by providing excellent Recreational Opportunities for our North Kingstown Residents.	Goal 1	Vision	7/1/16-6/30/17
Arts Council to provide quality Arts Programming.	Goal 2	Quality of Life	Ongoing
Operate and Maintain Allen Harbor Marina Facilities.	Goal 3	Infrastructure	7/1/16-6/30/17
Continue Improvements to Calf Pasture Point.	Goal 4	Infrastructure	7/1/16-6/30/17
Insure that the Golf Course is in excellent playing condition and provide a pleasant atmosphere.	Goal 5	Infrastructure	7/1/16-6/30/17
Make use of the reopened well to reduce Golf Course dependence from the Narrow River Aquifer.	Goal 6	Infrastructure	7/1/16-6/30/17
Upgrade fleet of golf carts.	Goal 7	Infrastructure	Ongoing
Use Preventative Maintenance System for Golf Operation.	Goal 8	Infrastructure	Ongoing
Encourage Low Income Children to participate in our Programs through transportation access and affordability.	Goal 9	Vision	Ongoing
Coordinate with Public Works and various youth and adult organizations to schedule use of fields and, at the same time, ensure that the playing surfaces remain safe for participants. This may require areas to be taken off line for a period of time.		Infrastructure	Ongoing
Identify the need and benefit to <u>all</u> of our residents for an Indoor Recreation Facility to include athletic, social and meeting space.		Vision	Ongoing
Show the more efficient and safe use of McGinn Park through the implementation of a synthetic turf surface.		Vision	Ongoing

### WORK PROGRAM

QUARTER	ACTIVITY
FIRST QUARTER (7/1/16 to 9/30/16)	Goals 1, 3, 4...Allen Harbor...Continue to implement Allen Harbor Plan and continue Calf Pasture Point Improvements. Review rates for 2017 season. Update waiting lists.  Goals 1, 5, 6, 7, 8...Golf Course...Continue our high level of maintenance, schedule tournaments, leagues, Jr. Golf School and Women's Golf Program. Fertilize and spray greens, tees and fairways, Aerate and seed fairways and greens. Review rates for 2017 season.

QUARTER	ACTIVITY
<p>SECOND QUARTER (10/1/16 to 12/31/16)</p>	<p>Goals 1, 2...Arts Council...Tuesday Night Concerts, Thursday Family Entertainment Series, Children's Play. Coordinate Art Festival with the Art Association, Police, Fire and Public Works. Send bill to the Art Association.</p> <p>Goals 1, 9, 10, 11...Recreation...Summer Camp Administration, Theatre and Arts for Children, outdoor and indoor sporting events, planning for fall and winter, evaluate field conditions.</p> <p>Goals 3, 4...Allen Harbor...Winterize Equipment. Inspect 1/3 moorings and install winter mooring markers. Obtain Town Council approval of rates for the 2015 season. Prepare and mail 2015 Winter Contracts to our tenants.</p> <p>Goals 5, 7, 8...Golf Course...Schedule season ending tournaments and special events programming. Clean course, winter fertilization, drain irrigation system for the winter and prepare equipment for the winter overhaul in accordance with the Preventative Maintenance System. Obtain Town Council approval for the 2017 rates. End of season sale in Pro Shop.</p> <p>Goals 1, 2...Arts Council...Tuba Christmas, Fall Arts Program.</p> <p>Goals 1, 9, 10, 11, 12...Recreation...Continue Fall Activities outside and begin Indoor Activities, Coordinate Special Events and trips with schools and vendors. Begin the budget process. Meet with Asset Management to discuss current conditions and future needs to include a Recreation Center and Sports Turf.</p>
<p>THIRD QUARTER (1/1/17 to 3/31/17)</p>	<p>Goal 3...Allen Harbor...Fill vacancies from waiting lists for the Summer Season, post Tenant Payments for slips and moorings, supervise Winter Tenants, continue Master Plan Implementation. Advertise the seasonal positions. Improve grounds through landscape projects.</p> <p>Goals 5, 8...Golf Course...Repair and service al Golf Course Equipment; prepare and mail league and outing contracts. Advertise for seasonal positions and fill as needed, complete overhaul of Golf Carts and other rolling stock. Begin pruning and removal of trees. Manage 7 day Pass Holder turnover. Prepare specifications for 25 Golf Carts and update manual policy. Open Golf Course for the season.</p> <p>Goals 1, 2...Arts Council...Master Classes</p>
<p>FOURTH QUARTER (4/1/17 to 6/30/17)</p>	<p>Goals 1, 9, 10, 11...Recreation...Apply for CDBG Funding for Summer Camp Programming. Plan for spring and summer activities including the Easter Egg Hunt, special events, trips, athletic and cultural activities. Maintain and evaluate field conditions.</p> <p>Goal 3...Allen Harbor...Open May 1, order construction materials, open restrooms and boat pump out, install mooring balls.</p> <p>Goals 5, 8...Golf Course...Activate irrigation system, apply chemicals and fertilizers, aerate greens, tees and fairways, top dress greens, begin outing and league schedules. Continue to book outings. Continue tree pruning and removal.</p> <p>Goals 1, 2...Arts Council...Sunday Musicales and RI Voices at the Library, TUBAphonia, Strawberry Festival at Smith's Castle. Kick off Tuesday and Thursday Concert Season. Prepare for Art Festival.</p> <p>Goals 1, 9, 10, 11, 12...Recreation...Begin spring activities including the Easter Egg Hunt, Track and Softball. Hire and train Summer Staff in program safety and skills. Maintain and evaluate field conditions and needs.</p>

**PERFORMANCE MEASURES**

<i>PRODUCTIVITY MEASURE</i>	<i>Goal</i>	<i>ACTUAL 2014/15</i>	<i>BUDGET 2015/16</i>	<i>PROJECTED 2015/16</i>	<i>PROJECTED 2016/17</i>
Moorings	3	82	82	82	82
Slips	3	116	116	116	116
Ramp Pass – Daily	3	850	760	700	760
Ramp Pass - Annual	3	80	80	80	80
Gals. Sewage	3	6,000	6,000	6,000	6,000
Season pass	5	66	100	57	170
Pass holder rounds	5	3,800	4,000	3,800	5,000
Outings	5	96	96	85	85
Leagues	5	30	30	29	28
Pro shop sales	5	44,000	45,000	44,000	48,000
Golf carts replaced	7	0	0	0	25
Basketball	1, 9	600	600	550	550
Gymnastics/Dance	1, 9	300	250	250	250
Softball	1,9,10,12	350	400	400	400
Special Events	1,2, 9	4,000	5,000	5,000	5,000
Art	1, 9, 11	70	70	80	80
Cross Country	1, 9, 10	35	35	30	35
Girls Field Hockey	1,9,10,12	80	60	70	70
Wrestling	1, 9, 11	40	40	40	40
Adult Volleyball	1, 9, 11	30	30	30	30
Alton Jones	1, 9	40	15	25	35
Jr. Olympics track	1, 9, 11	140	140	140	140
Playgrounds	1,9,10,11	275	290	285	300
Summer Sports	1,9,10,11	500	500	500	500
Youth tennis	1, 9	60	80	80	85
Creative Drama	1, 9, 11	130	130	130	130
Arts & Crafts (6-9)	1, 2, 9	90	90	70	100
Missoula Theatre	1, 9	65	65	40	40
Bussing ages 6-13	1, 9	13,000	13,000	13,000	13,000
Teen Extreme	1, 9	90	140	95	95
Busy Bodies					

**PERSONNEL LIST**

<i>POSITION TITLE (Full Time)</i>	<i>ACTUAL 14/15</i>	<i>BUDGET 15/16</i>	<i>PROJECTED 16/17</i>
Leisure Activities Director	0	0	0
Recreation Director	1	1	1
Custodian	1	1	1
Secretary	1	1	1
Superintendent golf course	1	1	1
Mechanic golf course	1	1	1
Asst. Superintendent golf course	1	1	1
Operations Manager golf course	1	1	1
Assistant Op. Mgr. Golf course	<u>1</u>	<u>1</u>	<u>1</u>
Total	8	8	8

<i>POSITION TITLE (Part Time)</i>	<i>ACTUAL 14/15</i>	<i>BUDGET 15/16</i>	<i>PROJECTED 16/17</i>
Seasonal Semi-skilled Laborer	7	7	7
Seasonal Cart Staff	8	8	8
Seasonal Starter/Ranger/Cashier	9	9	9
Operations Manager Allen Harbor	1	1	1
Assistant Operations Mger Allen Harbor	2	2	2
Secretary Allen Harbor	0	0	0
Temp Semi-Skilled Laborer Allen Harbor	7	7	7
Summer Program Part Time	18.5	18.5	18.5
Total	61.5	61.5	61.5

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QUONSET/DAVISVILLE RECREATION	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
43000000 QUONSET/DAVISVILLE RECREATION						
43000000 563001	BAD DEBT	.00	.00	.00	.00	.00
TOTAL QUONSET/DAVISVILLE REC		.00	.00	.00	.00	.00
43021010 GOLF COURSE OPERATIONS						
43021010 510101	CLASS FT	117,711.00	115,000.00	119,424.75	119,424.75	.00
Mechanic, Assistant Super, 1/3 building and grounds custodian						
43021010 510103	UNCLASS FT	80,595.00	79,015.00	82,068.44	82,068.44	.00
Golf Course Superintendent						
43021010 510104	UNCLASS PT	74,700.00	74,700.00	85,559.76	80,700.00	.00
Seasonal laborers for maintaining golf course, do not expect high turn-over						
\$13.00/hr x 30hr= \$390.00wk x 30wk x 6 emp= \$70,200						
\$12.00/hr x 30hr= \$360.00wk x 20wk x 2 emp= \$14,400						
43021010 510107	OVERTIME	8,000.00	8,000.00	11,666.39	8,000.00	.00
Union Employees- \$6400, PartTime- \$100, Secretary- \$500						
43021010 510206	TERMINATIO	.00	.00	.00	.00	.00
43021010 524001	FICA	20,587.00	20,305.00	22,852.03	22,199.78	.00
43021010 524002	FICA RETIR	.00	.00	.00	.00	.00
43021010 524302	RETIREMENT	30,043.00	31,554.00	35,327.45	35,327.45	.00
43021010 524303	UNEMPLOYME	5,000.00	3,000.00	5,000.00	3,000.00	.00
Seasonal worker's project						
43021010 524304	HEALTH INS	41,813.00	44,322.00	45,841.11	45,841.11	.00
43021010 524305	DENTAL INS	2,880.00	2,880.00	3,051.31	3,051.31	.00
43021010 524306	LIFE INSUR	575.00	575.00	702.00	702.00	.00
43021010 524307	UNIFORM AL	1,050.00	900.00	900.00	900.00	.00
Uniform allowance for 4 employees per union contract \$225 x 4 = \$900						
43021010 524308	MILEAGE AL	59.00	59.00	100.00	60.00	.00
Staff use of personal vehicles 100mi @ \$0.54 = \$55.00						
43021010 524403	ASSOCIATIO	550.00	550.00	550.00	550.00	.00
Association dues for GCSAA \$310, RIGCSA \$150, Pesticide License \$45, USGA \$45						
43021010 524404	CONFERENCE	500.00	300.00	500.00	300.00	.00
Regional Conference in March \$500.00						

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QUONSET/DAVISVILLE RECREATION	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
43021010 530101 TELEPHONE phone services avg 45.00/m x 12	2,820.00	600.00	550.00	550.00	.00	.00
43021010 530105 DATA PROCE IT Support \$12,951	12,951.00	.00	.00	.00	.00	.00
43021010 530203 VEHICLE RE Registration for pick up and dump truck \$4 + \$8	12.00	22.00	8.00	8.00	.00	.00
43021010 530301 ELECTRICIT Electricity for maintenance buildings, irrigation and well based on prior years useage	12,000.00	12,000.00	20,000.00	20,000.00	.00	.00
43021010 530302 GAS (LP) GC OpsHeat for maintenance building- @ avg gal \$3.50 = \$13,000	15,050.00	10,000.00	13,000.00	10,000.00	.00	.00
43021010 530304 SEWERAGE QDC Sewer use charge FY 2015 avg billing \$64.20 x 12 = 770.40	750.00	750.00	770.00	750.00	.00	.00
43021010 530305 SOLID WAST Waste Management contract - \$1825 Additional Transfer Station Fees estimated \$775 Total=\$2,600	2,425.00	2,425.00	2,600.00	2,600.00	.00	.00
43021010 530306 WATER EDC imposed user fees. Golf course irrigation, price \$1.87/32,00 Gals	6,000.00	6,000.00	6,000.00	6,000.00	.00	.00
43021010 530406 GENERAL IN	5,000.00	5,000.00	27,000.00	27,000.00	.00	.00
43021010 530601 A & E STUD	.00	.00	.00	.00	.00	.00
43021010 530602 CONSULTSVC	.00	.00	.00	.00	.00	.00
43021010 530603 LEGAL SERV	.00	.00	.00	.00	.00	.00
43021010 530604 MEDICAL SE	.00	.00	.00	.00	.00	.00
43021010 530606 FISCAL AGE	65.00	.00	.00	.00	.00	.00
43021010 530610 APPLICFEES	.00	.00	.00	.00	.00	.00
43021010 530704 OTHER RENT Rental equiptment as needed Taylor Rental - compressors, trenches, slice seeder \$650 Other pieces of equip as needed \$300 Port-a-john contract \$1050/y Total=\$2,300	2,300.00	500.00	2,300.00	500.00	.00	.00
43021010 530804 ADVERTISIN	1,150.00	700.00	200.00	200.00	.00	.00
43021010 531001 MOTOR VEHI Maintenance of aging vehicle fleet including tractors, mowers, utility vehicles, etc.  Winter maintenance of 75 golf carts Willand- sole source for parts and equip for 20 vehicles including tractors, utility carts Mowers Estimate \$9500 Howard Johnson sole source for parts and equip for 8 vehicles including tractors, utility carts Mowers Estimate \$7000 Car partsMisc small parts and supplies including oil, antifreeze, grease, spark plugs filters estimate \$2000	22,000.00	20,000.00	22,000.00	20,000.00	.00	.00

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QUONSET/DAVISVILLE RECREATION	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
RI Tire replacement tires for golf carts, trucks, etc. Estimate \$500						
Allen Seed Parts for trimmers, chain saws rotary hand mowers, New England Golf						
Cars- parts and supplies for 80 carts estimate \$2000						
Turf Products Parts and supplies for 2 large mowers estimate \$1000						
Estimates based on past usage.						
43021010 531003 ALARMS SYS 225.00 .00 .00 .00 .00 .00						
American Alarm System monitoring						
43021010 531004 OFFICE EQU 500.00 400.00 400.00 400.00 .00 .00						
Service contract copier maintenance for fax machine and computer equipment						
43021010 531103 PLUMBING S 6,000.00 2,742.00 5,000.00 2,700.00 .00 .00						
Club house area sprinklers & valves from old system estimate \$5000						
43021010 531106 LANDSCAPIN 5,000.00 1,000.00 3,000.00 1,000.00 .00 .00						
Removal and pruning of trees \$3,000						
43021010 531109 PEST CONTR .00 .00 .00 .00 .00 .00						
43021010 531200 IRRIGATEGF 57,135.00 57,135.00 57,135.00 57,135.00 .00 .00						
To reimburse the General Fund for 1.5M Reservation						
43021010 531206 CONT SVCS 18,500.00 19,835.00 25,100.00 25,100.00 .00 .00						
Deep tine aeration of fairways \$3500, liming of fairways \$4900, Meteor Logics						
Weather system \$1500, Backflow preventer maintenance \$500, Fire Protection system						
maintenance \$1000, Soil testing \$1000, Overhead door maintenance \$200, Emergency						
Equipment Repair \$4000, shut down- turn on irrigation \$4500, shut down-turn on						
pump station \$1,000, Misc Repairs \$3,000						
43021010 531212 DISASTEREX .00 .00 .00 .00 .00 .00						
43021010 540101 OFFICE SUP .00 135.00 .00 .00 .00 .00						
43021010 540102 PRINTED FO .00 .00 .00 .00 .00 .00						
43021010 540108 BOOKS & PU 100.00 .00 .00 .00 .00 .00						
Purchase of new publications "Tree Care For Golf Courses" and "Superintendent's						
Guide for Green Speed" Estimate \$100						
43021010 540205 PERSONAL E 300.00 .00 300.00 .00 .00 .00						
Work shirts for seasonal employees 15 shirts @ \$20 = \$300						
43021010 540304 FERTILIZER 20,000.00 20,000.00 20,000.00 20,000.00 .00 .00						
Lime for greens and tees \$2,000, Fairway fertilizer \$7,000, Merit plus fertilizer						
\$4000, greens Fertilizer 18-3-18 \$1,400, Greens Fertilizer 15-3-8 \$1,400, Greens						
fertilizer 21-3-16 \$1,500, Dimension + fertilizer \$1,200, Tee Fertilizer \$1,500						
43021010 540305 PEST CONTR 35,000.00 35,000.00 35,000.00 35,000.00 .00 .00						
Daconil \$4,000, Subdue \$5,000, Chipco GT \$5,000, Bayleton \$5,500, Aliette \$2,000,						
Emerald \$4,000, Lescoflow \$2,500, Bubigan \$2,500, Fertilizer Plus Iron \$2,500,						
Snow Mold \$2,000						
May not need all of these each season						
43021010 540401 GASOLINE O 25,140.00 20,000.00 20,000.00 20,000.00 .00 .00						
Gasoline 6000gal x \$3.20/gal = \$19,200 Diesel 1800gal x \$3.30/gal = \$5,940						

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QUONSET/DAVISVILLE RECREATION	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
43021010 540501 BUILDING & Misc tools, lumber and materials needed for repairs Wickford Lumber blanket	2,000.00	1,500.00	2,000.00	1,700.00	.00	.00
43021010 540502 SAND SOIL Top dressing \$5,000, sand for traps \$1,500 Loam, Stonedust & pea stone \$2,000	8,500.00	3,000.00	8,500.00	3,000.00	.00	.00
43021010 540506 SEEDS & PL Perennial Ryegrass \$6,000, seed mix for rough \$1,500, bent grass \$1,000, flowers and misc plants \$750	9,250.00	6,605.00	9,250.00	6,600.00	.00	.00
43021010 540509 JANITORIAL Janitorial supplies for the clubhouse and the golf course	.00	1,000.00	2,000.00	1,000.00	.00	.00
43021010 540510 PAINT & PR	.00	.00	.00	.00	.00	.00
43021010 540701 HAND TOOLS Replace Trimmer, replace rotary hand mower, trimmer, push mower	900.00	900.00	900.00	900.00	.00	.00
43021010 540801 COMMO NOT Flags, poles, towels, marking paint, additional trap rakes, benches, ball washers, cups, rope etc, replacement signs, additional flags to designate the position of pin on the green	6,000.00	5,000.00	8,000.00	6,000.00	.00	.00
43021010 550101 BUILDINGS	28,750.00	.00	.00	.00	.00	.00
43021010 550301 OFFICE EQU	.00	.00	.00	.00	.00	.00
43021010 550401 VEHICULAR TRI-PLEX ROUGH MOTOR=\$30,000	.00	.00	30,000.00	.00	.00	.00
43021010 550501 COURSE IMP	.00	.00	.00	.00	.00	.00
43021010 550502 IRRIGATION	.00	.00	.00	.00	.00	.00
43021010 550701 OTHER CAPI	.00	.00	.00	.00	.00	.00
43021010 550801 SPECIAL PR	.00	.00	.00	.00	.00	.00
TOTAL GOLF COURSE OPERATIONS	689,886.00	613,409.00	734,556.24	670,267.84	.00	.00
43021020 CLUB HOUSE OPERATIONS						
43021020 510101 CLASS FT 2/3 salary-building & grounds custodian and 25% secretary	39,616.00	38,839.00	40,839.91	40,839.91	.00	.00
43021020 510103 UNCLASS FT Operations manager, asst. operations mgr, operation mgr incentive	128,627.00	126,105.00	126,105.00	126,105.00	.00	.00
43021020 510104 UNCLASS PT temporary positions for cashiers, starters, rangers and carts Avg hourly wage= \$10.00/hr = \$1,330.00 Cart/Range 1,260 hrs x \$10.00/hr = \$12,600.00 Starter/Ranger 4,877 hrs x \$10.00 = \$48,770.00 Total \$62,700.00	58,300.00	55,000.00	62,700.00	62,700.00	.00	.00

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QUONSET/DAVISVILLE RECREATION	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
43021020 510107 OVERTIME	200.00	200.00	.00	.00	.00	.00
Overtime occasionally needed during staff shortages. Estimated.						
43021020 524001 FICA	17,346.00	17,100.00	17,668.46	17,668.83	.00	.00
Full time, Part time, overtime						
43021020 524302 RETIREMENT	25,489.00	26,374.00	28,436.17	28,436.17	.00	.00
43021020 524304 HEALTH INS	25,379.00	26,374.00	33,674.44	33,674.44	.00	.00
43021020 524305 DENTAL INS	2,054.00	2,054.00	2,173.63	2,173.63	.00	.00
43021020 524306 LIFE INSUR	564.00	564.00	687.84	687.84	.00	.00
43021020 524307 UNIFORM AL	.00	.00	.00	.00	.00	.00
43021020 524308 MILEAGE AL	500.00	500.00	257.92	257.92	.00	.00
Reimbursement for staff use of personal vehicle for town use 925mi @ 0.54 = \$500						
43021020 524403 ASSOCIATIO	1,800.00	1,800.00	1,800.00	1,800.00	.00	.00
Staff memberships in professional organizations: PGA \$1,400, RIGA \$200, NGF \$100, USGA \$100 total \$1,800						
43021020 524404 CONFERENCE	1,200.00	164.00	1,200.00	1,200.00	.00	.00
Attendance at yearly PGA venfor show in Florida to stock Pro Shop.						
PGA Merchandise Show \$600 x 2 = \$1200.00						
43021020 524405 TRAVEL & E	275.00	1,036.00	500.00	500.00	.00	.00
Travel and expenses for national, reginal and local meeting, include meals 231 miles @ \$0.54 = \$125 5 meals @ \$20/meal = \$100 misc expenses (parking) \$50 total \$275.00						
43021020 530101 TELEPHONE	10,750.00	2,400.00	2,160.00	2,160.00	.00	.00
Cost includes the lease payments for the Norstar equipment line charges for 6 telephone lines and monthly local long distance charges and cox cable Cox Internet \$2,160.00/Yr						
43021020 530103 POSTAGE	200.00	40.00	200.00	15.00	.00	.00
43021020 530104 COLLECTION	.00	.00	.00	.00	.00	.00
43021020 530106 ALARM SYST	750.00	750.00	750.00	750.00	.00	.00
monitoring services for clubhouse alarm systems for clubhouse alarm systems \$300.00, maintenance contract fire alarm and sprinkler system \$450.00						
43021020 530203 VEHICLE RE	.00	.00	.00	.00	.00	.00
43021020 530301 ELECTRICIT	32,625.00	1,000.00	15,000.00	15,000.00	.00	.00
Town share clubhouse electricity based on prior years Total \$15,000						
43021020 530302 GAS	16,875.00	132.00	8,000.00	8,000.00	.00	.00
Town share clubhouse gas \$8,000. Amount based on history						
43021020 530304 SEWAGE	3,150.00	2,400.00	2,880.00	2,880.00	.00	.00
Town share of clubhouse useage total \$2,880						

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QUONSET/DAVISVILLE RECREATION	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
43021020 530306 WATER	2,700.00	2,000.00	2,400.00	2,000.00	.00	.00
Town share of clubhouse use total \$2,400						
43021020 530406 INSURANCE	45,320.00	9,500.00	20,200.00	20,200.00	.00	.00
based on history						
43021020 530601 A & E STUD	.00	.00	.00	.00	.00	.00
43021020 530602 CONSULTSVC	.00	.00	.00	.00	.00	.00
43021020 530603 LEGAL SERV	.00	.00	.00	.00	.00	.00
43021020 530607 AUDITING	4,500.00	.00	.00	.00	.00	.00
8% of annual audit						
43021020 530610 APPLICFEES	.00	.00	.00	.00	.00	.00
43021020 530804 OTHER ADS	5,000.00	4,006.00	5,000.00	3,000.00	.00	.00
Newspaper Ads \$500, Television Ads \$2150, Brochures \$1,000, Bid Notification \$200.00 NK Chamber \$400, Promotional Items \$250, Tourism Mag Ads \$500 total 5,000						
43021020 531004 OFFICE EQU	5,625.00	.00	.00	.00	.00	.00
43021020 531102 ELECTRICAL	.00	969.00	.00	.00	.00	.00
43021020 531204 DEBT PRINC	31,590.00	32,370.00	30,030.00	30,030.00	.00	.00
43021020 531205 DEBT INTER	3,752.00	4,624.00	2,210.00	2,210.00	.00	.00
43021020 531206 CONT SVCS	12,550.00	21,418.00	15,134.00	15,134.00	.00	.00
Software licenses for POS Tee Time reservation systems \$2000 misc maintenance Contract- HVAC Regan \$2450, Internet Security System -INET \$1500, Atrion Networking \$300, Misc repairs under maintenance contract \$2800 RIGA, handicap \$3,500, Contract Cleaner \$2,584 total=15,134.00						
43021020 540101 OFFICE SUP	1,000.00	400.00	1,000.00	1,000.00	.00	.00
Golf pencils \$450, Printer Cartridges \$200, Misc Paper Supples \$350 total 1,000						
43021020 540102 PRINTED FO	2,500.00	1,500.00	2,500.00	2,500.00	.00	.00
Scorecards \$1500, Gift Certificates \$150, Business Cards \$250, Long Drive Markers \$400, Letterhead/envelopes \$200=\$2,500						
43021020 540104 OPER SUPPL	.00	.00	.00	.00	.00	.00
43021020 540203 BADGES AND	75.00	75.00	75.00	75.00	.00	.00
Trophies for tournaments						
43021020 540205 PERSONAL E	500.00	.00	500.00	500.00	.00	.00
Shirts for seasonal employees \$13.75 x 36 shirts = 500.00						
43021020 540310 MEDICINES	100.00	100.00	100.00	100.00	.00	.00
First aid kit \$100						

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FOR PERIOD 99

QUONSET/DAVISVILLE RECREATION	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
43021020 540501 BUILDING R	2,000.00	2,000.00	2,000.00	2,000.00	.00	.00
Small building repair problems \$500, HVAC equipment parts and labor \$1,500						
43021020 540509 JANITORIAL	6,750.00	758.00	200.00	200.00	.00	.00
43021020 540512 PAPER PROD	800.00	400.00	400.00	400.00	.00	.00
Various supplies including drinking cups for all the golf Course \$400						
43021020 540513 EQUIPMENT	300.00	75.00	75.00	75.00	.00	.00
Office equipment repairs not covered under contract						
43021020 540801 COMMO NOT	12,500.00	12,500.00	32,500.00	32,500.00	.00	.00
Range equipment \$7000, Misc course supplies \$5500, Credit Card useage fees based upon prior year use and anticipated increase \$20,000 total 32,500.00						
43021020 540803 MERCHANDIS	25,000.00	25,000.00	25,000.00	25,000.00	.00	.00
Accessories \$2000, Bags \$1200, Irons \$2000, Junior Clubs \$600, Putters \$600, Woods \$4500, Gloves \$2500, Balls \$8500, Shoes \$2500, Hand Carts \$600 total 25,000						
43021020 540804 CLOTHING	10,000.00	10,000.00	10,000.00	10,000.00	.00	.00
Mens Hats \$2000, Outerwear \$1600, Shirts \$2700, Socks \$300, sweatshirts \$1200, Women Outerwear \$500, Shirts \$600, Socks \$100, Sweatshirts \$1000 total \$10,000						
43021020 550101 CAPITAL-BU	.00	.00	.00	.00	.00	.00
43021020 550102 CAPITAL -	.00	.00	.00	.00	.00	.00
43021020 550301 OFFICE EQU	.00	.00	.00	.00	.00	.00
43021020 550401 CAPITAL OU	.00	.00	.00	.00	.00	.00
43021020 550701 OTHER CAPI	.00	.00	.00	.00	.00	.00
43021020 550801 SPECIAL PR	.00	.00	.00	.00	.00	.00
43021020 563001 BAD DEBT	.00	.00	.00	.00	.00	.00
43021020 580000 DEPRECIATE	.00	.00	.00	.00	.00	.00
TOTAL CLUB HOUSE OPERATIONS	538,262.00	430,527.00	494,357.37	491,772.74	.00	.00
43021030 CAPITAL RESERVE ACCOUNT						
43021030 550701 RESERVES	.00	.00	.00	.00	.00	.00
TOTAL CAPITAL RESERVE ACCOUN	.00	.00	.00	.00	.00	.00
43021040 ALLEN HARBOR OPERATIONS						
43021040 510101 CLASS FT	6,564.00	5,634.00	6,930.04	6,930.04	.00	.00
25% secretary						

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QUONSET/DAVISVILLE RECREATION	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
43021040 510103 UNCLASS FT 20% recreation director	16,119.00	15,803.00	16,131.44	16,131.44	.00	.00
43021040 510104 UNCLASS PT Ops manager \$16.00 x 40 x 52 = 33,280 A Ops mang \$15.00 x 40 x 35 = \$21,000, Maint/ A Ops Man \$13.00 x 20 x 28 = \$7,280, Dock Ops/6 Semi-Skilled laborers \$11.50 x 40 x 35 = \$96,600.00, 1 Semi-skilled \$10.50 x 8 x 34 = \$2,856, 1 semi-skilled \$10.50 x 20 x 35 = \$7,350 total \$168,000	161,216.00	152,614.00	217,796.02	142,000.00	.00	.00
43021040 510107 OVERTIME overtime for unclassified seasonal employees storm repairs	500.00	200.00	200.00	200.00	.00	.00
43021040 524001 FICA	15,254.00	14,709.00	18,425.60	12,642.50	.00	.00
43021040 524302 RETIREMENT	3,436.00	3,552.00	4,080.46	4,080.46	.00	.00
43021040 524303 UNEMPLOYME	.00	.00	.00	.00	.00	.00
43021040 524304 HEALTH INS	1,714.00	1,817.00	3,654.91	3,654.91	.00	.00
43021040 524305 DENTAL INS	227.00	227.00	240.53	240.53	.00	.00
43021040 524306 LIFE INSUR	69.00	69.00	84.24	84.24	.00	.00
43021040 524404 CONFERENCE	750.00	.00	.00	.00	.00	.00
43021040 530101 TELEPHONE Avg monthly bill \$65/monthly x 12 months = \$780	300.00	700.00	780.00	700.00	.00	.00
43021040 530103 POSTAGE	.00	.00	300.00	.00	.00	.00
43021040 530203 VEHICLE RE Registration for 2 trucks and crane @ \$4 each = \$12	12.00	12.00	12.00	12.00	.00	.00
43021040 530301 ELECTRICIT Avg bill = \$584 for 12 months = \$7,000.00 Electric A Dock installed	4,000.00	4,000.00	7,000.00	7,000.00	.00	.00
43021040 530302 GAS	.00	.00	.00	.00	.00	.00
43021040 530303 FUEL OIL 333 gals @ 43/gal = \$1000	1,000.00	500.00	1,000.00	500.00	.00	.00
43021040 530305 SOLID WAST trash removal \$2,436.00 transfer station fees \$1,825	3,000.00	3,715.00	4,265.00	3,715.00	.00	.00
43021040 530306 WATER avg bill = \$240 x 10 months = \$2,400	2,400.00	2,400.00	2,400.00	2,400.00	.00	.00
43021040 530406 INSURANCE based on history	16,200.00	1,500.00	14,000.00	14,000.00	.00	.00
43021040 530601 A & E STUD	.00	2,600.00	.00	.00	.00	.00

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QUONSET/DAVISVILLE RECREATION	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
43021040 530602 CONSULTANT	.00	.00	.00	.00	.00	.00
43021040 530603 LEGAL SERV	200.00	50.00	200.00	50.00	.00	.00
Legal services for the marina \$200						
43021040 530604 MEDICAL SE	200.00	100.00	200.00	100.00	.00	.00
re-fill first aid kit \$200						
43021040 530610 APPLICFEES	.00	.00	.00	.00	.00	.00
43021040 530804 OTHER ADS	300.00	300.00	300.00	300.00	.00	.00
Advertising for bids for materials \$300						
43021040 531001 MOTOR VEHI	2,500.00	750.00	2,500.00	1,500.00	.00	.00
Parts and supplies for 1 truck, 1 7-ton crane, 1 motorboat, 1 motorized barge 12 pieces of misc motorized equipment (mowers, utility carts etc), car parts \$1,000, Don's Mower \$200, Johnson's Boat Yard \$750, Misc suppliers \$550						
43021040 531101 SEAWALL MA	.00	.00	.00	.00	.00	.00
43021040 531102 ELECTICSYS	1,000.00	1,100.00	1,000.00	1,000.00	.00	.00
Misc electrical system maintenance \$1,000						
43021040 531103 BOAT PUMP	1,000.00	640.00	1,000.00	1,000.00	.00	.00
2 pump-outs (1000 gal) x \$500 = \$1,000						
43021040 531104 ENGINEERNG	.00	.00	.00	.00	.00	.00
43021040 531106 LANDSCAPIN	250.00	150.00	150.00	150.00	.00	.00
Planting around facility						
43021040 531112 QDC MAINTN	.00	70,000.00	70,000.00	.00	.00	.00
43021040 531206 CONT SVCS	13,500.00	12,000.00	13,500.00	13,500.00	.00	.00
misc small contracts for marina \$1,300, Mooring permit fee per ordinance 82 @ \$50 = \$4,100, Port-a-john rental H-dock 2 @ \$225 each x 8 mon = \$1,800 Contingency for rental of pile-driver should piles be damage or pulled by Ice in winter \$1,800, furnace maintenance \$500, Mooring maintenace \$4,000						
43021040 531207 ENGINEERIN	.00	.00	.00	.00	.00	.00
43021040 540101 OFFICE SUP	700.00	300.00	700.00	300.00	.00	.00
Misc paper supplies \$100, Toner for copier \$100, cartridges for color laser printer \$200, Decals for season passes \$300						
43021040 540102 PRINTED FO	150.00	.00	150.00	.00	.00	.00
forms for pavillion permits, wait list applications, tennant contracts, etc						
43021040 540205 PERSONAL E	.00	.00	.00	.00	.00	.00
43021040 540401 GASOLINE &	300.00	300.00	300.00	300.00	.00	.00
Fuel for boats, trucks, outboard motors 50gal x \$3.00/gal = \$150 Diesel fuel for crane 50 gal x \$3.00/gal = \$150						
43021040 540502 SOIL SAND	500.00	500.00	1,500.00	1,500.00	.00	.00
sand and gravel for general maintenance of dirt roads and fill washed-out material \$1,500						

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QUONSET/DAVISVILLE RECREATION	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
43021040 540506 SEEDS & PL Over seeding of grass area \$250, replace dead perennials and shrubs \$350, new flower boxes \$250, annual plants \$350	700.00	500.00	1,200.00	500.00	.00	.00
43021040 540509 JANITORIAL Paper and cleaning supplies for new Bathroom	500.00	1,431.00	500.00	1,400.00	.00	.00
43021040 540510 PAINT & PR	.00	.00	.00	.00	.00	.00
43021040 540601 CONSTRUCTI Pressure treated lumber (state bid list) \$1,500, other lumber (state bid list) \$2,000, Floatation \$3,000, misc dock hardware \$1,500, other misc supplies \$2,000, Replacement mushroom mooring \$2,000, replacement mooring chain \$2,000, Shelling of the parking lot \$1,500	29,000.00	14,500.00	15,500.00	15,500.00	.00	.00
43021040 540801 COMMO NOT Lubricants \$500, Indust work gear (gloves, coveralls, work boots) \$1,000, Non-dock const material for repair \$1,000, mechanical parts and supplies \$1,100, Electrical parts and supplies \$600, Misc parts and supplies \$1,500, snacks for resale in the Marina store \$1,000, bags and cubes of ice for resale \$1,200, Drinks for resale \$100, marine parts and supplies for repairs \$1,000	9,000.00	6,700.00	9,000.00	9,000.00	.00	.00
43021040 550101 CAPITAL-BU	.00	.00	.00	.00	.00	.00
43021040 550201 CAPITAL-IM	.00	.00	.00	.00	.00	.00
43021040 550301 OFFICE EQU	.00	.00	.00	.00	.00	.00
43021040 550401 CAPITAL OU	.00	.00	.00	.00	.00	.00
43021040 550501 OPERATION	.00	.00	.00	.00	.00	.00
43021040 550502 BULKHEAD	.00	.00	.00	.00	.00	.00
43021040 550601 OTHERCAPIT	.00	.00	.00	.00	.00	.00
43021040 550701 RESERVES	.00	.00	.00	.00	.00	.00
43021040 550801 SPECIAL PR	.00	.00	.00	.00	.00	.00
TOTAL ALLEN HARBOR OPERATION 43021060 QD REC - RECREATION	292,561.00	319,373.00	415,000.24	260,391.12	.00	.00
43021060 510101 CLASS FT	16,410.00	16,088.00	17,325.10	17,325.10	.00	.00
43021060 510103 UNCLASS FT	40,298.00	39,508.00	40,328.60	40,328.60	.00	.00

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QUONSET/DAVISVILLE RECREATION	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
43021060 510104 UNCLASS PT	39,900.00	39,900.00	55,000.00	40,000.00	.00	.00
Portion of Summer and Activities Staff						
43021060 510107 OVERTIME	500.00	500.00	.00	.00	.00	.00
fourth of July at the beach staff						
43021060 524001 FICA	7,429.00	7,343.00	13,099.43	7,470.50	.00	.00
OT \$38 PT \$7,305						
43021060 524302 RETIREMENT	8,591.00	8,938.00	10,201.55	10,201.55	.00	.00
43021060 524303 UNEMPLOYMN	200.00	200.00	1,000.00	1,000.00	.00	.00
Increase reflects recent history						
43021060 524304 HEALTH INS	4,285.00	4,542.00	9,137.33	9,137.33	.00	.00
43021060 524305 DENTAL INS	568.00	568.00	601.31	601.31	.00	.00
43021060 524306 LIFE INSUR	173.00	173.00	210.72	210.72	.00	.00
43021060 524308 MILEAGE AL	600.00	230.00	300.00	300.00	.00	.00
funds for private auto use \$.54 per mile						
43021060 524404 CONFERENCE	100.00	.00	75.00	.00	.00	.00
amount for RI and NE conferences						
43021060 524405 TRAVEL AND	2,050.00	1,000.00	1,000.00	1,000.00	.00	.00
mileage of private autos used for recreational purposes 1850 miles @ 0.54 mile						
43021060 530103 POSTAGE	2,500.00	850.00	850.00	850.00	.00	.00
43021060 530203 VEHICLE RE	20.00	28.00	20.00	20.00	.00	.00
4 busses and 1 truck @ \$4 each						
43021060 530301 ELECTRICIT	12,500.00	10,188.00	10,188.00	10,188.00	.00	.00
Lights and other electrical requirements at the bal fields Ryan Park (\$2188)						
McGinn (\$4000) Wilson (\$4000)						
43021060 530302 GAS	1,100.00	1,130.00	1,130.00	1,130.00	.00	.00
for heating the former fire station at Lischio Field						
43021060 530306 WATER	30,085.00	26,200.00	30,000.00	26,000.00	.00	.00
Ball Fields						
Reflects anticipated cost for the year based on current rates and prior year useage						
Flat meter charge \$53.96 x 14 meters = \$755.44 Turn on/off charge \$50.00 x 14 meters = \$700.00 Water useage \$4.09/1000 gallons						
43021060 530406 GENERAL IN	13,285.00	16,924.00	50,000.00	50,000.00	.00	.00
43021060 530501 DUES & MEM	390.00	320.00	315.00	315.00	.00	.00
RI and National Recreation Dues, Various Memberships and publications.						
NPRA \$215.00 RI Parks and Rec Assoc \$50.00 Scholastic Coach Publication \$50.00						
43021060 530604 MEDICAL SE	350.00	866.00	1,000.00	1,000.00	.00	.00
Bus Driver Physicals and Red Cross CPR/First Aid Classes for Playground leaders and Lifeguards=\$1,000						

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QUONSET/DAVISVILLE RECREATION		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
43021060	530610 OUTSIDECL	1,700.00	3,650.00	2,015.00	2,760.00	.00	.00
	Contract for cleaning of the town Beach restrooms = \$2015						
43021060	530701 LAND AND B	.00	1,500.00	1,500.00	1,500.00	.00	.00
	Rental of Wide World of Indoor Sports						
43021060	530704 OTHER RENT	4,460.00	5,802.00	4,213.00	4,213.00	.00	.00
	Portable sanitary facilities. Ryan Park, Yorktown Park, Fuerer Park, McGinn Park, Town Beach, Intrepid Drive and Wickford Middle School. 4th of July Fire Works Display (\$1750). Monthly charge per unit is anticipated to be \$54.16 McGinn Park for 12 months = \$650.00 Yorktown Park for 2 months = \$111.90 Wickford Middle for 8 months = \$436.92 Fuerer Park for 5 months = \$250.50 Ryan Park for 1.5 months = \$79.09 Intrepid Drive for 6 months = \$286.87 Town Beach for 12 months = \$650.00 Total \$4213						
43021060	530804 OTHER ADS	300.00	300.00	112.00	112.00	.00	.00
	Ads for part time help and programs 10 ads at \$11.25/ad = \$112.50						
43021060	530922 LAFAYETTE	1,500.00	1,500.00	1,500.00	1,500.00	.00	.00
	Annual payment to Lafayette Band+\$1500						
43021060	531001 MOTORVEHIC	5,000.00	15,225.00	5,000.00	3,000.00	.00	.00
	Bus and Truck Repairs						
43021060	531206 CONTRACTUA	83,500.00	75,735.00	97,000.00	97,000.00	.00	.00
	Bus rentals \$1600, Cellular phones for buses & program leaders 15 phones \$4300, Beach water testing 16 tests x \$65x2 at \$65 = \$2080 YMCA Operation of Town Beach=\$70,000; Fire Works=\$19,000 Total=\$96,880						
43021060	540101 OFFICE SUP	1,050.00	1,400.00	1,400.00	1,000.00	.00	.00
	Office supplies, ink, labels, copy paper, color printer cartridges						
43021060	540310 MEDICINES	1,000.00	319.00	1,000.00	300.00	.00	.00
	Ice packs, Special sun screen for life guards, other misc medical supplies						
43021060	540401 GASOLINE &	4,700.00	3,000.00	3,000.00	3,000.00	.00	.00
	Bus and truck diesel 1200 gallons x \$2/gal = \$2400 Gas 300 gallons x \$2/gal \$600						
43021060	540513 EQUIPMENT	500.00	907.00	500.00	500.00	.00	.00
	Repair scoreboards and other misc equipment at ball fields and portable equipment I.E. generators						
43021060	540801 COMMODITIE	14,776.00	731.00	8,500.00	9,076.19	.00	.00
	playground supplies \$3,000; fall and winter equipment replacement \$2,000 Easter Egg Hunt \$2,000; Art \$1,000 Recreation share toward purchase of office equipment for secretary and director \$500 Total=\$8,500						
43021060	550301 OFFICE EQU	.00	.00	200.00	200.00	.00	.00
	TOTAL QD REC - RECREATION	299,820.00	285,565.00	367,722.04	341,239.30	.00	.00
43041000	GREENS FEES REVENUE						
43041000	411000 DAILY GREE	-965,000.00	-927,000.00	-886,000.00	-886,000.00	.00	.00
	More Super Saver Memberships-Less Green Fees						

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QUONSET/DAVISVILLE RECREATION	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
43041000 412000 ANNUAL GRE More Super Saver Memberships	-119,750.00	-90,075.00	-103,000.00	-103,000.00	.00	.00
TOTAL GREENS FEES REVENUE	-1,084,750.00	-1,017,075.00	-989,000.00	-989,000.00	.00	.00
43042000 CLOTHING & MERCHANDISE SALES R						
43042000 420000 CLOTHING S	-14,000.00	-14,000.00	-15,000.00	-15,000.00	.00	.00
43042000 420100 MERCHANDIS	-34,000.00	-34,000.00	-30,000.00	-30,000.00	.00	.00
TOTAL CLOTHING & MERCHANDISE	-48,000.00	-48,000.00	-45,000.00	-45,000.00	.00	.00
43043000 RENTAL REVENUE						
43043000 430000 RENT	-47,871.00	-47,871.00	-47,871.00	-47,871.00	.00	.00
43043000 430009 FATBELLREN	.00	.00	.00	-30,000.00	.00	.00
43043000 431000 GAS CARTS Super Saver Requires Use of Carts	-283,795.00	-255,000.00	-340,000.00	-340,000.00	.00	.00
43043000 431100 HAND CARTS	-3,450.00	-3,450.00	-2,800.00	-2,800.00	.00	.00
43043000 431200 LOCKERS	.00	.00	.00	.00	.00	.00
43043000 431300 CLUB STORA	-1,000.00	-700.00	-700.00	-700.00	.00	.00
43043000 431400 CLUBRENTAL	-500.00	-500.00	-500.00	-500.00	.00	.00
43043000 432000 DRIVING RN Slight increase in price-more use	-27,200.00	-26,400.00	-38,000.00	-38,000.00	.00	.00
43043000 433000 HANDICAPS	-5,000.00	-5,000.00	-5,000.00	-5,000.00	.00	.00
43043000 483000 GCMISC REV	.00	.00	-1,700.00	-1,700.00	.00	.00
TOTAL RENTAL REVENUE	-368,816.00	-338,921.00	-436,571.00	-466,571.00	.00	.00
43044000 ALLEN HARBOR REVENUES						
43044000 440000 ANNUALFEES	-255,000.00	-255,000.00	-255,000.00	-255,000.00	.00	.00
43044000 441000 ALLEN HARB	-4,800.00	-4,800.00	-4,800.00	-4,800.00	.00	.00

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QUONSET/DAVISVILLE RECREATION	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
43044000 441100 BOATLAUNCH	-6,500.00	-6,500.00	-6,500.00	-6,500.00	.00	.00
43044000 442000 ALLEN HARB	-2,800.00	-2,800.00	-2,800.00	-2,800.00	.00	.00
43044000 442100 ALLEN HARB	-14,000.00	-14,000.00	-14,000.00	-14,000.00	.00	.00
43044000 443000 QDNYC RENT	.00	.00	.00	.00	.00	.00
43044000 483000 MISC. REVE	.00	.00	.00	.00	.00	.00
43044000 499001 TRANCAPRES	.00	.00	.00	30,000.00	.00	.00
TOTAL ALLEN HARBOR REVENUES	-283,100.00	-283,100.00	-283,100.00	-253,100.00	.00	.00
43046000 QD/REC REVENUES						
43046000 471008 REC FEES	-7,500.00	-7,500.00	-7,500.00	-7,500.00	.00	.00
TOTAL QD/REC REVENUES	-7,500.00	-7,500.00	-7,500.00	-7,500.00	.00	.00
43048000 INVESTMENT & MISCELLANEOUS REV						
43048000 481000 INVESTMENT	-1,000.00	-1,000.00	-1,000.00	-1,000.00	.00	.00
43048000 483000 MISC INCOM	-1,500.00	-1,500.00	-1,500.00	-1,500.00	.00	.00
TOTAL INVESTMENT & MISCELLAN	-2,500.00	-2,500.00	-2,500.00	-2,500.00	.00	.00
43049000 APPROPRIATION TRANSFERS						
43049000 490000 APPRO. PRI	.00	.00	.00	.00	.00	.00
43049000 491000 APPRO PRIO	.00	.00	.00	.00	.00	.00
43049000 492000 APPROPRIAT	.00	.00	.00	.00	.00	.00
43049000 499000 TRANSFER T	.00	.00	.00	.00	.00	.00
43049000 499001 TRANCAPRES	.00	.00	.00	.00	.00	.00
TOTAL APPROPRIATION TRANSFER	.00	.00	.00	.00	.00	.00
TOTAL QUONSET/DAVISVILLE REC	25,863.00	-48,222.00	247,964.89	.00	.00	.00
TOTAL REVENUE	-1,794,666.00	-1,697,096.00	-1,763,671.00	-1,763,671.00	.00	.00
TOTAL EXPENSE	1,820,529.00	1,648,874.00	2,011,635.89	1,763,671.00	.00	.00
GRAND TOTAL	25,863.00	-48,222.00	247,964.89	.00	.00	.00

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QUONSET/DAVISVILLE RECREATION	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
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\*\* END OF REPORT - Generated by Ted Przybyla \*\*

## **DEPARTMENT OF WATER SUPPLY**

Susan Licardi, Director of Water Supply

**Mission Statement**- It is the duty of the Department of Water Supply to provide water of adequate quality and quantity to our customers and to ensure that the Town water supply meets water quality standards as defined by the Safe Drinking Water Act.

The North Kingstown Water Department maintains and operates a medium size public water system providing both domestic water and fire protection to a population of approximately 24,000 people. North Kingstown also supplies water to the Town of Narragansett. Currently there are 9,595 active (metered) accounts with an average demand of 2.5 MGD (million gallons per day). Summer peak demand has been as high as 8 MGD.

All Water Department staff (with the exception of clerical staff) must maintain a Rhode Island Drinking Water Operators License in both Distribution and Treatment. License renewal requires that the operator be actively working in distribution and treatment and that the operator complete a number of training contact hours in order to renew the licenses.

The North Kingstown Department of Water Supply is an Enterprise Fund. All water department expenditures are from the Water Fund. Revenues are generated by water customers through water rates and fees.

### **Water Supply, Distribution and Storage**

North Kingstown's drinking water source is groundwater. Water is withdrawn from eleven supply wells located in the Hunt, Annaquatucket, and Pettaquamscutt (HAP) Sole Source Aquifer. The water distribution system includes five storage tanks, two booster stations, 1046 hydrants, and 178 miles of distribution piping. North Kingstown also augments the water supply for Narragansett and has emergency connections to Warwick Water, Jamestown Water, the Quonset Development Corporation Water system and the Kent County Water Authority.

### **Water Quality**

Protection of water quality, both at the source and in the distribution system is of paramount concern. The Town has for many years used groundwater overlay zoning as a means of protecting source water from potentially harmful development and will continue to prioritize the purchase of development rights, in particular, in Zone 1 Groundwater Protection Areas. Annual distribution system maintenance including hydrant flushing, well inspections, well redevelopment and routine storage tank cleaning is a necessary ingredient to meeting the ever-increasing requirements of the Safe Drinking Water Act. In addition, on-site inspections of commercial and industrial facilities, and the installation and testing of backflow prevention devices continues to be a department priority to reduce risks of accidental contamination to the water supply system.

### **Sustainability of the Water Supply**

Residential subdivision development during the 1980s and 1990s resulted in significant increases in seasonal water demand. The effect of these increases in water withdrawal for public supply on streamflow, and thus aquatic habitat, in particular, in the Hunt River has become a primary focus of state regulatory agencies. In addition, high demand jeopardizes public safety by reducing pressure and fire flow and reduced pressure also creates the potential for distribution system contamination. The Town Council devoted considerable time to discuss programs to reduce seasonal peaks in water demand, while maintaining adequate revenue to operate, maintain and improve the water system. Their recent decisions to restrict lawn watering to twice per week and adopt a revised inclining block water rate structure appear to be helping in this effort. Water demand in general has declined over the past few years. A key concept for the future will be balancing reduced water sales with the increasing expense of maintaining and replacing aging infrastructure. In addition, while it has become apparent that regulatory authorities are not looking favorably on the development of new sources of water supply in stressed groundwater basins, there is recognition that southern RI will need additional supplies to meet projected build out demands.

### **Infrastructure Replacement and Maintenance**

The importance of maintaining water system infrastructure cannot be over emphasized. The Water Department prepares a Clean Water Infrastructure Replacement Plan which is updated every five years. The plan provides an evaluation of the life expectancy of water system components and the estimated replacement costs. The Department continues to look for ways to improve operational efficiency and maintenance.

### **Wastewater Management**

The Water Department administers the Town's Wastewater Management District Ordinance. The ordinance requires that property owners maintain their onsite wastewater treatment systems (OWTS) through routine inspection and pumping. Properly maintained OWTS help protect drinking water quality and the quality of other water resources in North Kingstown. An important component of the North Kingstown's wastewater management program is the Community Septic System Loan Program that makes low interest loans available to residential property owners for the replacement/repair of failed or improperly functioning onsite wastewater treatment systems.

#### **Services Provided by the North Kingstown Water Department**

##### **Operation and Maintenance Responsibilities:**

- Water service approval, tapping and installation (main to curbstop)
- Maintaining and repairing 9,595 metered connections
- Maintaining and repairing 178 miles of water distribution piping
- Maintaining and repairing 1,045 fire hydrants
- Maintaining 11 municipal wells and eight (8) well stations
- Maintaining two (2) booster pump stations and two (2) pressure reduction valves
- Maintaining five (5) water storage tanks
- Leak detection and repair
- Daily service calls (scheduled and emergency) which includes turn on/turn off, meter reading, leak detection, other trouble shooting
- Construction oversight

##### **Meter reading and billing services:**

- Reading water meters for 9,000+ water accounts
- Providing meter readings and statements for property transfers
- Meter installation and replacements
- Customer service response to billing questions

##### **Water Quality**

- Responsible for providing water that meets the requirements of the Safe Drinking Water Act
- Collecting weekly bacterial samples
- Coordination of sampling for lead and copper
- Water Quality complaint investigation and response
- Quarterly voluntary monitoring as a customer service
- Water main flushing twice per year to maintain water quality

##### **Backflow Program**

- Conduct backflow surveys at high hazard water services
- Initial inspection of backflow device installation
- Annual testing of high hazard backflow devices
- Administration of Backflow Program

##### **Wastewater Management Program**

- Administration of the NK Wastewater Management District Ordinance, including coordinating Community Septic System Loan Program (CSSLP) and Wickford Harbor SEP grant program.

#### **2016/2017 DEPARTMENT GOALS**

<b>Goal</b>	<b>Vision reference</b>	<b>Timeframe</b>
Develop and implement an enhanced operation & maintenance plan	Fiscal	Ongoing
Technology improvements for efficiency of operation	Fiscal	Ongoing
Infrastructure improvements for energy efficiency	Fiscal	Ongoing
Continue development of a more comprehensive education and	Environment	Ongoing

customer service program

Improve staff operations, maintenance and safety training	Government	Ongoing
Establish a revenue stabilization fund in accordance with state regs	Fiscal	Ongoing
Continue to improve water meter reading efficiency	Fiscal	Ongoing
Develop incentive programs for wise water use	Environment	Ongoing
Develop and implement proactive leak detection program	Environment	Ongoing

**WORK PROGRAM**

QUARTER	ACTIVITY
FIRST QUARTER (7/1/15 to 9/30/15)	Develop and implement proactive leak detection program Develop and implement an enhanced operation & maintenance plan Technology improvements for efficiency of operation Infrastructure improvements for energy efficiency Continue development of a more comprehensive education and customer service program Improve staff operations, maintenance and safety training Continue to improve water meter reading efficiency Develop incentive programs for wise water use
SECOND QUARTER (10/1/15 to 12/31/15)	Develop and implement an enhanced operation & maintenance plan Technology improvements for efficiency of operation Infrastructure improvements for energy efficiency Continue development of a more comprehensive education and customer service program Improve staff operations, maintenance and safety training Continue to improve water meter reading efficiency Develop incentive programs for wise water use
THIRD QUARTER (1/1/16 to 3/31/16)	Develop and implement an enhanced operation & maintenance plan Technology improvements for efficiency of operation Infrastructure improvements for energy efficiency Continue development of a more comprehensive education and customer service program Improve staff operations, maintenance and safety training Continue to improve water meter reading efficiency Develop incentive programs for wise water us
FOURTH QUARTER (4/1/16 to 6/30/16)	Develop and implement an enhanced operation & maintenance plan Technology improvements for efficiency of operation Infrastructure improvements for energy efficiency Continue development of a more comprehensive education and customer service program Improve staff operations, maintenance and safety training Continue to improve water meter reading efficiency Develop incentive programs for wise water us

**PERFORMANCE MEASURES**

<i>PRODUCTIVITY MEASURE</i>	<i>Goal</i>	<i>ACTUAL 2014/15</i>	<i>BUDGET 2015/16</i>	<i>PROJECTED 2015/16</i>	<i>PROJECTED 2016/17</i>
Annual Well Production In Million Gallons	Well production should not exceed billed sales by more than 10%	905 MG	935 MG	965 MG	960 MG
Compliance with Water Quality Standards	No Violations	compliance	compliance	compliance	compliance
Compliance with Cross connection control ordinance	Backflows on all high hazard water services and annual testing			563 total 558 tested 558 in compliance	568 total 562 tested 562 in compliance
Water Meter Replacement (upgrade to radio read meters)	# radio read meters			8,920	8,782
Compliance with wastewater management ordinance	% compliance	91%	90%	89%	92%
Well Pumping Stations		11	11	11	11
Water Towers		5	5	5	5
Hydrants		1,043	1050	1045	1050
Metered Services		9,430	9,560	9,600	9,620

**PERSONNEL LIST**

<i>POSITION TITLE (Full Time)</i>	<i>ACTUAL 14/15</i>	<i>BUDGET 15/16</i>	<i>PROJECTED 16/17</i>
Director Water Supply	1	1	1
Water Quality Specialist	1	1	1
Water General Foreman	1	1	1
Distribution Lead man	1	1	1
Distribution Serviceman	4	4	4
Pump Station Lead man	1	1	1
Pump Station Operator	2	2	2
Meter Reader	1	1	1
Light Equipment Operator	1	1	1
Administrative Assistant	1	1	1
Receivable Mgr. (50% Finance)	.5	.5	.5
Supervising Planner (66.67% Planning)	.5	.33	.33
Town Engineer (65% Pub Works)	.35	.35	.35
<b>Total</b>	<b>15.35</b>	<b>15.18</b>	<b>15.18</b>

<i>POSITION TITLE (Part Time)</i>	<i>ACTUAL 11/12</i>	<i>BUDGET 12/13</i>	<i>PROJECTED 13/14</i>
Clerk	.5	.5	.5
<b>Total</b>	<b>.5</b>	<b>.5</b>	<b>.5</b>

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WATER FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3	
44040000 WATER SUPPLY FACILITIES								
44040000	530302	LP GAS	24,000.00	22,000.00	22,000.00	22,000.00	.00	.00
		Gas heat and LP gas for emergency power						
44040000	530303	FUEL OIL	.00	.00	.00	.00	.00	.00
44040000	531101	BUILDING M	.00	.00	.00	.00	.00	.00
44040000	531102	ELECTRICAL	.00	.00	.00	.00	.00	.00
44040000	540509	JANITORIAL	.00	.00	.00	.00	.00	.00
		TOTAL WATER SUPPLY FACILITIE	24,000.00	22,000.00	22,000.00	22,000.00	.00	.00
44040010 PUMPING								
44040010	510101	CLASS FT	153,241.00	153,241.00	156,970.21	156,970.21	.00	.00
		3 pump station operators						
		Termination pay ?						
44040010	510104	UNCLASS PT	.00	.00	.00	.00	.00	.00
44040010	510107	OVERTIME	30,000.00	30,000.00	31,252.50	31,252.50	.00	.00
		OT for 3 pump station operators (vacation, holiday and personal leave coverage)						
44040010	524001	FICA	14,018.00	14,018.00	14,399.04	14,399.04	.00	.00
44040010	524302	RETIREMENT	23,216.00	28,636.00	19,668.17	19,668.17	.00	.00
44040010	524304	HEALTH INS	36,583.00	38,778.00	27,466.56	27,466.56	.00	.00
44040010	524305	DENTAL INS	2,594.00	2,750.00	1,830.76	1,830.76	.00	.00
44040010	524306	LIFE INSUR	518.00	518.00	421.20	421.20	.00	.00
44040010	524307	UNIFORM AL	900.00	900.00	900.00	900.00	.00	.00
		3 pump operators @ \$300 each						
44040010	530301	ELECTRICIT	200,000.00	220,000.00	220,000.00	220,000.00	.00	.00
		Well pump and building power						
44040010	530303	FUEL OIL	.00	.00	.00	.00	.00	.00
44040010	530307	LP GAS (EM	.00	.00	.00	.00	.00	.00

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44040010	530406	GENERAL IN	.00	.00	.00	.00	.00	.00
44040010	530604	MEDICAL SE	.00	.00	.00	.00	.00	.00
44040010	530702	OPERATING	57,000.00	58,000.00	60,000.00	60,000.00	.00	.00
		Telemetry and instrument maintenance, instument calibration, unanticipated instrumentation						
44040010	531001	MOTOR VEHI	.00	.00	.00	.00	.00	.00
44040010	531002	CONSTRUCTI	.00	.00	.00	.00	.00	.00
44040010	531106	LANDSCAPIN	400.00	400.00	500.00	500.00	.00	.00
		mower repair as needed, landscape equipment and supplies						
44040010	531206	CONTRACTUA	35,000.00	35,000.00	36,000.00	36,000.00	.00	.00
		Port a john services						
		Annual well maintenance @ xx per well						
		unanticipated pump/motor and electrical work						
		minor contract work (fire ext. inspections, etc.)						
44040010	531212	DISASTEREX	3,000.00	.00	.00	.00	.00	.00
44040010	540102	PRINTED FO	.00	.00	.00	.00	.00	.00
44040010	540107	ENGINEERIN	.00	.00	.00	.00	.00	.00
44040010	540402	LUBRICANTS	.00	.00	.00	.00	.00	.00
44040010	540406	REPAIR PAR	.00	.00	.00	.00	.00	.00
44040010	540501	CONSTRUCTI	.00	.00	2,500.00	2,500.00	.00	.00
		maintenance supplies usa bluebook & home depot materials						
44040010	540511	HEATING VE	.00	.00	.00	.00	.00	.00
44040010	540601	PUMPING EQ	.00	.00	.00	.00	.00	.00
44040010	550301	OFFICE EQU	.00	.00	.00	.00	.00	.00
44040010	550701	OTHER CAPI	.00	.00	.00	.00	.00	.00
		TOTAL PUMPING	556,470.00	582,241.00	571,908.44	571,908.44	.00	.00
44040020		WATER TREATMENT						
44040020	530504	LICENSE FE	.00	.00	.00	.00	.00	.00

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WATER FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
44040020	530608 LAB TESTIN Weekly coliform and check samples Well and tank quarterly testing Lead and copper testing Other RIDOH mandatory testing Disinfection byproducts and chlorine residuals	80,000.00	80,000.00	80,000.00	80,000.00	.00	.00
44040020	531002 CONSTRUCTI	.00	.00	.00	.00	.00	.00
44040020	531212 DISASTEREX	.00	.00	.00	.00	.00	.00
44040020	540308 WATER SUPP Water treatment chemicals - Caustic - 68,250 gallons/year @ 1.75 = \$119,437 Chlorine - 3,675 gallons/year @ 2.00 = \$7,350 pump station chlorine residual monitoring reagents \$2000 SEAQuest corrosion inhibitor 5000 lbs @ 3.00 = \$15,000	160,000.00	160,000.00	155,000.00	155,000.00	.00	.00
44040020	550501 CAPITAL OP	.00	.00	.00	.00	.00	.00
	TOTAL WATER TREATMENT	240,000.00	240,000.00	235,000.00	235,000.00	.00	.00
44040030	WATER TRANS & DIST						
44040030	510101 CLASS FT	348,331.00	348,331.00	374,179.26	374,179.26	.00	.00
44040030	510104 UNCLASS PT Summer help for pump station maintenance	.00	.00	40,000.00	40,000.00	.00	.00
44040030	510107 OVERTIME Overtime for service crew	40,000.00	40,000.00	40,000.00	40,000.00	.00	.00
44040030	510206 TERMINATIO	.00	.00	.00	.00	.00	.00
44040030	524001 FICA	29,707.00	29,707.00	29,600.65	29,600.65	.00	.00
44040030	524002 FICA RETIR	.00	.00	.00	.00	.00	.00
44040030	524302 RETIREMENT	52,772.00	61,976.00	59,641.15	59,641.15	.00	.00
44040030	524304 HEALTH INS	65,411.00	69,336.00	71,994.39	71,994.39	.00	.00
44040030	524305 DENTAL INS	3,409.00	3,614.00	4,980.96	4,980.96	.00	.00

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44040030	524306	LIFE INSUR	1,208.00	1,208.00	1,208.00	1,208.00	.00	.00
44040030	524307	UNIFORM AL	2,100.00	.00	2,400.00	2,400.00	.00	.00
		Service crew - 8 @ \$300 each (includes meter reader)						
44040030	530101	TELEPHONE/ Phone service and equipment SCADA remote access circuit lines	45,000.00	.00	45,000.00	45,000.00	.00	.00
44040030	530106	ALARM SYST National Security pump station alarms ???	3,800.00	3,800.00	3,800.00	3,800.00	.00	.00
44040030	530406	GENERAL IN	.00	.00	.00	.00	.00	.00
44040030	530504	LICENSE FE RI Dept of Health license - 9600 services @\$1.50 each = \$14,400 (budget higher for possible fee increase) Backhoe and other license renewals -	15,500.00	15,500.00	15,500.00	15,500.00	.00	.00
44040030	530601	A & E SERV	.00	.00	.00	.00	.00	.00
44040030	530604	MEDICAL SE	.00	.00	.00	.00	.00	.00
44040030	531001	MOTOR VEHI Vehicle maintenance	45,000.00	45,000.00	45,000.00	45,000.00	.00	.00
44040030	531002	CONSTRUCTI General maintenance supplies Wickford Lumber, Salks Hardware, etc. -	13,000.00	13,000.00	14,000.00	14,000.00	.00	.00
44040030	531106	LANDSCAPIN	.00	.00	.00	.00	.00	.00
44040030	531109	WATER SYST Equipment rental as needed	300.00	.00	300.00	300.00	.00	.00
44040030	531208	FROZEN SER	.00	.00	.00	.00	.00	.00
44040030	531212	DISASTEREX	.00	.00	.00	.00	.00	.00
44040030	540202	SAFETY EQU Signs, cones, hardhats and other safety equipment as needed	2,500.00	2,500.00	3,000.00	3,000.00	.00	.00
44040030	540311	FOOD	.00	.00	.00	.00	.00	.00
44040030	540403	TIRES Tires for vehicles and backhoe	3,000.00	3,000.00	3,000.00	3,000.00	.00	.00
44040030	540406	REPAIR PAR	.00	.00	.00	.00	.00	.00
44040030	540503	CEMENT PRO Stone and gravel for repairs as needed	1,500.00	1,500.00	2,000.00	2,000.00	.00	.00
44040030	540507	WATER MAIN service line consumables and utility trench repair work	50,000.00	50,000.00	50,000.00	50,000.00	.00	.00

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44040030	540513 WATER REPA	30,000.00	30,000.00	30,000.00	30,000.00	.00	.00
	Water main consumables - pipe, valves, boxes, etc.						
44040030	540514 HYDRANTS/R	.00	.00	.00	.00	.00	.00
44040030	540701 HAND TOOLS	1,500.00	1,500.00	3,000.00	3,000.00	.00	.00
	hand tool replacement as needed. leak detection equip.						
44040030	540702 POWER TOOL	2,200.00	2,500.00	2,500.00	2,500.00	.00	.00
	small pumps, portable generators, jackhammer, etc. Saw blades						
44040030	550501 COMPRESSOR REPAIR/REPLACEMENT	.00	.00	.00	.00	.00	.00
	CAPITAL OP						
	TOTAL WATER TRANS & DIST	756,238.00	722,472.00	841,104.41	841,104.41	.00	.00
44040040	ACCOUNTING & COLLECTIONS						
44040040	510101 CLASS FT	22,923.00	22,923.00	26,413.73	26,413.73	.00	.00
	Collector position in Finance Dept 50%						
44040040	524001 FICA	1,754.00	1,754.00	2,020.65	2,020.65	.00	.00
44040040	524302 RETIREMENT	3,473.00	4,079.00	4,793.09	4,793.09	.00	.00
44040040	524304 HEALTH INS	6,289.00	6,666.00	6,866.70	6,866.70	.00	.00
44040040	524305 DENTAL INS	136.00	144.00	457.69	457.69	.00	.00
44040040	524306 GROUP LIFE	86.00	86.00	105.36	105.36	.00	.00
44040040	530606 FISCAL AGE	.00	.00	.00	.00	.00	.00
44040040	530607 AUDITING	5,800.00	6,000.00	7,800.00	7,800.00	.00	.00
	12% of annual audit cost -						
	TOTAL ACCOUNTING & COLLECTIO	40,461.00	41,652.00	48,457.22	48,457.22	.00	.00
44040050	ADMINISTRATION & GENERAL EXPEN						
44040050	510101 CLASS FT	52,135.00	52,135.00	52,827.46	52,827.46	.00	.00
	Janet						
44040050	510102 CLASS PT	24,608.00	24,608.00	30,462.93	30,462.93	.00	.00
	Jennifer						
44040050	510103 UNCLASS FT	218,821.00	218,820.00	223,102.81	223,102.81	.00	.00
	Director and Water Quality Specialist						
	Principal Planner 33.33%						
	Town Engineer 35%						

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44040050	510104	UNCLASS PT	.00	.00	.00	.00	.00	.00
44040050	510107	OVERTIME	5,000.00	5,000.00	6,000.00	6,000.00	.00	.00
		Overtime for admin staff when needed						
		Enforcement when needed						
44040050	510109	Police details for repair work SPECIAL EM	4,500.00	.00	.00	.00	.00	.00
44040050	524001	FICA	22,993.00	22,993.00	23,439.08	23,439.08	.00	.00
44040050	524302	RETIREMENT	44,778.00	52,587.00	48,933.40	48,933.40	.00	.00
44040050	524304	HEALTH INS	36,318.00	38,498.00	27,033.21	27,033.21	.00	.00
44040050	524305	DENTAL INS	2,433.00	2,579.00	1,489.87	1,489.87	.00	.00
44040050	524306	LIFE INSUR	751.00	751.00	705.48	705.48	.00	.00
44040050	524314	RETIREHLTH	59,434.00	63,000.00	15,918.00	15,918.00	.00	.00
		Sick and vacation payout for Janet retirement						
44040050	524401	TUITION &	3,500.00	3,500.00	3,500.00	3,500.00	.00	.00
		Employee training to maintain operator certification						
		Reimbursement for other training						
44040050	524403	ASSOCIATIO	2,300.00	2,300.00	2,300.00	2,300.00	.00	.00
		AWWA, NEWWA, RIWWA, ASRWWA, Backflow Association, Groundwater Foundation, etc.						
44040050	524404	CONFERENCE	1,200.00	1,200.00	1,200.00	1,200.00	.00	.00
		Confernces and other training						
		NEWWA Annual Conference						
44040050	524405	TRAVEL & E	400.00	650.00	800.00	800.00	.00	.00
		Reimburse mileage and travel expense						
44040050	530103	POSTAGE	18,000.00	18,000.00	25,000.00	25,000.00	.00	.00
		Quarterly water billing						
		Wastewater reminder card mailing						
		Backflow letters						
		General mailing						
44040050	530104	RADIO SYST	.00	.00	.00	.00	.00	.00
44040050	530105	DATA PROCE	95,000.00	80,000.00	75,000.00	75,000.00	.00	.00
		IT Dept (general fund)						
44040050	530203	VEHICLE RE	250.00	250.00	250.00	250.00	.00	.00
		Service Vehicle registration						
44040050	530305	TRANSFER S	300.00	300.00	300.00	300.00	.00	.00
		Solid Waste Disposal (payable to general fund)						
44040050	530406	INSURANCE	80,000.00	80,000.00	80,000.00	80,000.00	.00	.00
		Insurance Program						

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FOR PERIOD 99

WATER FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
44040050	530407 REAL ESTAT Real Estate taxes to Warwick (Well #9) and East Greenwich (Well #10) Payment in lieu of taxes to NK General Fund \$20,000	28,000.00	28,000.00	28,000.00	28,000.00	.00	.00
44040050	530601 A & E SERV Unanticipated engineering service, Water Availability studies, conservation programs	25,000.00	25,000.00	20,000.00	20,000.00	.00	.00
44040050	530602 CONSULTANT Water audits, studies, rate evaluations other unanticipated evaluations	50,000.00	50,000.00	50,000.00	50,000.00	.00	.00
44040050	530603 LEGAL SERV	.00	.00	.00	.00	.00	.00
44040050	530604 MEDICAL SE physicals for new employees	300.00	300.00	300.00	300.00	.00	.00
44040050	530608 LAB & TEST	.00	.00	.00	.00	.00	.00
44040050	530804 ADVERTISEM Advertisements, public notices and other regulatory notices	2,500.00	2,500.00	2,500.00	2,500.00	.00	.00
44040050	531003 COMMUNICAT Radio repairs, Code Red Emergency Communications system	7,500.00	7,500.00	7,500.00	7,500.00	.00	.00
44040050	531004 OFFICE EQU	.00	.00	.00	.00	.00	.00
44040050	531106 LEAD REMED	.00	.00	.00	.00	.00	.00
44040050	531203 SUBSCRIPTI	.00	.00	.00	.00	.00	.00
44040050	531206 CONT SVCS Fire Hydrant fees to KCWA (should not be a water dept expense) Water billing (INSource Solutions)	16,500.00	16,500.00	16,500.00	16,500.00	.00	.00
44040050	540101 OFFICE SUP General Office consumables	1,000.00	1,000.00	1,500.00	1,500.00	.00	.00
44040050	540102 PRINTED FO Water Dept and wastewater mgt forms and pump station charts	2,500.00	2,500.00	2,500.00	2,500.00	.00	.00
44040050	540104 OPERATING computer consumables and software	1,600.00	1,600.00	1,600.00	1,600.00	.00	.00
44040050	540105 MINOR OFFI	.00	.00	.00	.00	.00	.00
44040050	540108 BOOKS & PU Water works and conservation literature, AWWA publications	300.00	300.00	300.00	300.00	.00	.00
44040050	540309 FIRE SUPPR	.00	.00	.00	.00	.00	.00
44040050	540401 GASOLINE & Fuel for vehicles and equipment	33,000.00	33,000.00	33,000.00	33,000.00	.00	.00
44040050	540403 TIRES	.00	.00	.00	.00	.00	.00
44040050	540406 REPAIR PAR	.00	.00	.00	.00	.00	.00

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FOR PERIOD 99

WATER FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
44040050	550301 OFFICE EQU	1,000.00	1,000.00	1,000.00	1,000.00	.00	.00
	New and replacement fixed assets and other office equipment						
44040050	550401 VEHICULAR	.00	.00	.00	.00	.00	.00
44040050	550701 OTHER CAPI	15,000.00	15,000.00	15,000.00	15,000.00	.00	.00
	capital contingency						
	TOTAL ADMINISTRATION & GENER	856,921.00	851,371.00	797,962.24	797,962.24	.00	.00
44040060	CUSTOMER SERVICES						
44040060	510101 CLASS FT	41,325.00	41,325.00	38,499.96	38,499.96	.00	.00
	water Dept light equipment operator						
44040060	510107 OVERTIME	1,500.00	1,500.00	2,000.00	2,000.00	.00	.00
	Overtime for light equipment operator						
44040060	524001 FICA	3,276.00	3,276.00	3,036.91	3,036.91	.00	.00
44040060	524302 RETIREMENT	6,261.00	7,353.00	6,958.96	6,958.96	.00	.00
44040060	524304 HEALTH INS	3,477.00	3,686.00	2,853.05	2,853.05	.00	.00
44040060	524305 DENTAL INS	865.00	916.00	284.28	284.28	.00	.00
44040060	524306 LIFE INSUR	173.00	173.00	210.60	210.60	.00	.00
44040060	524307 UNIFORM AL	300.00	300.00	300.00	300.00	.00	.00
	Uniform allowance for lt. equipment operator						
44040060	530406 GENERAL IN	.00	.00	.00	.00	.00	.00
44040060	530702 RENTALS OP	.00	.00	.00	.00	.00	.00
44040060	531206 CONTRACTUR	25,000.00	25,000.00	25,000.00	25,000.00	.00	.00
	Hardware and software support for meter reading equipment						
	other software support						
44040060	531207 WATER SERV	.00	.00	.00	.00	.00	.00
44040060	540504 ASPHALT PR	30,000.00	30,000.00	30,000.00	30,000.00	.00	.00
	Trench repairs						
	Contract for permanent trench repairs						
44040060	540601 CONST MATE	.00	.00	.00	.00	.00	.00
44040060	540604 CONST. MET	.00	.00	.00	.00	.00	.00
44040060	540605 CONSTRUCTI	.00	.00	.00	.00	.00	.00

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WATER FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
	TOTAL CUSTOMER SERVICES	112,177.00	113,529.00	109,143.76	109,143.76	.00	.00
44040070	GROUND WATER PROTECTION						
44040070	510109 SPECIAL EM	.00	.00	.00	.00	.00	.00
44040070	524404 CONFERENCE	.00	.00	.00	.00	.00	.00
44040070	530601 A & E SERV	.00	.00	.00	.00	.00	.00
44040070	530602 CONSULTANT	7,000.00	7,000.00	7,000.00	7,000.00	.00	.00
	consulting needs for water supply development, groundwater protection, streamflow impacts						
44040070	530603 LEGAL SERV	5,000.00	5,000.00	5,000.00	5,000.00	.00	.00
	legal services retainer						
44040070	530604 LANDACQUIS	.00	.00	.00	.00	.00	.00
44040070	530804 OTHER ADS	.00	.00	.00	.00	.00	.00
44040070	530933 SO R.I.CON	1,350.00	1,350.00	1,350.00	1,350.00	.00	.00
	Contribution						
44040070	530934 NARROWRIVE	2,700.00	2,700.00	2,700.00	2,700.00	.00	.00
	Contribution to cover cost of Watershed Watch program for Narrow River sites in North Kingstown						
44040070	530936 WOODPAWCAT	250.00	.00	.00	.00	.00	.00
44040070	531206 CONT SVCS	8,000.00	8,000.00	9,000.00	9,000.00	.00	.00
	Consumer Confidence Report						
	Professional services as needed						
	educational material to support groundwater protection						
44040070	531207 DRYBRIDGE	.00	.00	.00	.00	.00	.00
44040070	540101 OFFICE SUP	.00	.00	.00	.00	.00	.00
44040070	540107 ENGINEERIN	.00	.00	.00	.00	.00	.00
44040070	540704 ENGINEERIN	3,000.00	3,250.00	3,500.00	3,500.00	.00	.00
	Field and in house water quality testing equipment						
44040070	540801 COMMODITIE	.00	.00	.00	.00	.00	.00
44040070	550201 WELL 10 EN	.00	.00	.00	.00	.00	.00
44040070	550301 OFFICE EQU	.00	.00	.00	.00	.00	.00

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WATER FUND			2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
44040070	550501	OPERATION	.00	.00	.00	.00	.00	.00
44040070	550601	CAPITAL OU	.00	.00	.00	.00	.00	.00
TOTAL GROUND WATER PROTECTIO			27,300.00	27,300.00	28,550.00	28,550.00	.00	.00
44040080	WATER FUND DEBT							
44040080	530606	FISCAL AGE	.00	.00	.00	.00	.00	.00
44040080	531204	DEBT PRINC	153,671.00	157,743.00	162,583.00	162,583.00	.00	.00
SRF loan for Juniper Hill tank project and meter replacement project (FY11)								
Principal payment								
44040080	531205	DEBT INTER	127,424.00	123,030.00	118,062.00	118,062.00	.00	.00
Interest and fees on SRF loan								
semi annual payments -								
TOTAL WATER FUND DEBT			281,095.00	280,773.00	280,645.00	280,645.00	.00	.00
44040090	CAPITAL OUTLAY							
44040090	550201	DIST IMPS	.00	.00	.00	.00	.00	.00
44040090	550202	LOOP DRIVE	.00	.00	.00	.00	.00	.00
44040090	550301	OFFICE EQU	.00	.00	.00	.00	.00	.00
44040090	550404	VEHICULAR	60,000.00	50,000.00	50,000.00	50,000.00	.00	.00
Replacement vehicles								
44040090	550501	EXCAVATION	.00	.00	.00	.00	.00	.00
44040090	550701	WATER SERV	.00	.00	.00	.00	.00	.00
44040090	550702	ELECTRIC M	.00	.00	.00	.00	.00	.00
44040090	550703	A R B SYST	2,500.00	2,500.00	2,500.00	2,500.00	.00	.00
Meter reading equipment maintenance, repair, replacement								
Programming changes for billing								
44040090	551001	WELL REHAB	.00	.00	.00	.00	.00	.00
44040090	551002	LEAD SOIL	.00	.00	.00	.00	.00	.00
44040090	551003	TELEMETRY	.00	.00	.00	.00	.00	.00

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PROJECTION: 2017 FY 2017 Town Budget

FOR PERIOD 99

WATER FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
44040090	551004 WELLHEAD D	.00	.00	.00	.00	.00	.00
44040090	551005 PUBLIC HEA	.00	.00	.00	.00	.00	.00
44040090	551006 CAPITAL Well and pumpstation repair overages capital project contingency SDADA updates and maintenance	545,580.00	50,000.00	50,000.00	50,000.00	.00	.00
	TOTAL CAPITAL OUTLAY	608,080.00	102,500.00	102,500.00	102,500.00	.00	.00
44040091	INFRASTRUCTURE REPLACEMENT						
44040091	531101 BUILDINGMA Building repair funds	25,000.00	25,000.00	30,000.00	30,000.00	.00	.00
44040091	540514 HYDRANTS Hydrant replacement and repair funds	7,500.00	7,500.00	8,500.00	8,500.00	.00	.00
44040091	540601 PUMPINGEQU misc well maintenance and repair chemical feed pump replacement	42,723.00	30,000.00	40,000.00	40,000.00	.00	.00
44040091	540604 CONST. MET meter replacement program, parts for downsizing development of large meter replacement program SRF loan dollars still available	44,000.00	45,000.00	50,000.00	50,000.00	.00	.00
44040091	550702 ELECTRICMT replacement moter parts	.00	2,000.00	2,000.00	2,000.00	.00	.00
44040091	551001 WELL REHAB finding for well cleaning and redevelopment	50,277.00	60,000.00	60,000.00	60,000.00	.00	.00
44040091	551002 TANK REHAB General tank maintenance - inspection, cleaning and disinfection	5,000.00	5,000.00	6,000.00	6,000.00	.00	.00
44040091	551006 WELL #6	.00	.00	.00	.00	.00	.00
	TOTAL INFRASTRUCTURE REPLACE	174,500.00	174,500.00	196,500.00	196,500.00	.00	.00
44040100	WASTEWATER						
44040100	510100 ADMINISTRA	.00	.00	.00	.00	.00	.00
44040100	530301 ELECTRICIT move to sewer fund	1,600.00	1,500.00	.00	.00	.00	.00
44040100	530303 FLAT FEE move to sewer fund	56,000.00	56,000.00	.00	.00	.00	.00
44040100	530304 SEWAGE	.00	.00	.00	.00	.00	.00

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WATER FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
44040100	531108 EQ REPAIR	6,000.00	6,000.00	.00	.00	.00	.00
	move to sewer fund						
44040100	531206 CONT SERVC	6,000.00	6,000.00	.00	.00	.00	.00
	move to sewer fund						
44040100	550101 WASTEWATER	2,688.00	2,688.00	2,700.00	2,700.00	.00	.00
	OWTS/ISDS maintenance admin services						
	Carmody wastewater magt tracking program						
44040100	550701 CAPITALRSV	.00	.00	.00	.00	.00	.00
	TOTAL WASTEWATER	72,288.00	72,188.00	2,700.00	2,700.00	.00	.00
44041000	WATER SALES						
44041000	411000 METERED SA	-2,781,490.00	-2,240,996.00	-2,662,247.00	-2,662,247.00	.00	.00
	Inclining block water rates						
	Quarterly sales projection 691 MG = \$2,406,407 Closings 3 MG = \$9,840.00						
	Sales to Narragansett 75 MG = \$246,000,,						
	2,662,247						
44041000	411500 METERED SA	.00	.00	.00	.00	.00	.00
44041000	412000 SALES TO N	.00	.00	.00	.00	.00	.00
44041000	414000 MISC. WATE	-539,881.00	-538,881.00	-525,000.00	-525,000.00	.00	.00
	Quarterly service charges based on meter size						
	5/8&3/4 = 8775, 1" =61. 1.5" = 33, 2" = 76, 3" = 5, 4" = 4, 6" = 3						
44041000	415000 UNMETERED	-7,440.00	-7,000.00	-7,400.00	-7,400.00	.00	.00
	Lateral charges \$10.00 per quarter 185 x 10.00 x4 = \$7400.00						
44041000	416000 METERED PU	.00	.00	.00	.00	.00	.00
44041000	417000 METERED PU	.00	.00	.00	.00	.00	.00
44041000	419000 SURCHARGES	-13,734.00	-13,700.00	-13,800.00	-13,800.00	.00	.00
	7.8% of RIWRB surcharge of .0292 cents /100 gallons						
	608 MG gallons@.0292/100						
	\$ collected *7.8% - \$15,000						
	TOTAL WATER SALES	-3,342,545.00	-2,800,577.00	-3,208,447.00	-3,208,447.00	.00	.00
44042000	INTEREST & PENALTIES						
44042000	420000 INTEREST &	-15,000.00	-20,000.00	-20,000.00	-20,000.00	.00	.00
	Interest and penalties on past due accounts						

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WATER FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
44042000	421000 PRIVATE FI	-65,193.00	-78,925.00	-65,278.00	-65,278.00	.00	.00
	Charges for fire sprinklers and private fire protection and private hydrants x 2" @ 11.02/qtr = , 4"@34.46/qtr, 6"@75.81/qtr, 8"@137.83/qtr, 12"@ 282.56/qtr private hydrants - x@ 75.81/qtr annual fire protection 114 @ 18.62/year = 2122.68						
	TOTAL INTEREST & PENALTIES	-80,193.00	-98,925.00	-85,278.00	-85,278.00	.00	.00
44043000	SALES, RENTALS & SPECIAL SERVI						
44043000	431000 METER SALE	-8,184.00	-6,342.00	-7,500.00	-7,500.00	.00	.00
	Water service meter sales (new and replacement) 30@\$250= \$7,500						
44043000	432000 METER RENT	-9,591.00	-9,586.00	-9,586.00	-9,586.00	.00	.00
	2365 @ \$4/year=9460 12@\$5year=60 11@ \$6/year=66 \$9,586.00						
44043000	433000 SPECIAL SE	-28,240.00	-32,840.00	-20,625.00	-20,625.00	.00	.00
	Final Readings 230@25.00=5,750.00 Turn off /turn on Backflow testing 425@35.00=\$14,875.00 \$20,625.00						
44043000	434000 SERVICE IN	-31,000.00	-31,463.00	-25,000.00	-25,000.00	.00	.00
	Water Service Application Fees 50 @ \$500 = \$25,000.00 Water Taps						
44043000	435000 HYDRAULIC	.00	.00	.00	.00	.00	.00
	hydraulic modeling for water main extensions and new development						
	TOTAL SALES, RENTALS & SPECI	-77,015.00	-80,231.00	-62,711.00	-62,711.00	.00	.00
44044000	APPROPRIATED REVENUES						
44044000	440000 APPRO. PRI	.00	.00	.00	.00	.00	.00
	dollars from fund balance used to finance capital improvement projects						
44044000	441000 APPRO. JOH	.00	.00	.00	.00	.00	.00
44044000	442000 INFREPLAC	.00	-165,153.00	-166,600.00	-166,600.00	.00	.00
	based on estimated metered sales 691 MG @.2411 per 1000 gallons = \$166,600						
44044000	499001 TRANCAPRES	.00	.00	.00	.00	.00	.00
	TOTAL APPROPRIATED REVENUES	.00	-165,153.00	-166,600.00	-166,600.00	.00	.00
44045000	INVESTMENT EARNINGS						
44045000	450000 INVESTMENT	.00	-8,000.00	-7,000.00	-7,000.00	.00	.00
	Investment income on reserves						

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WATER FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
TOTAL INVESTMENT EARNINGS	.00	-8,000.00	-7,000.00	-7,000.00	.00	.00
44046000 SEWER FEES						
44046000 410000 FLAT FEE	.00	-56,000.00	.00	.00	.00	.00
move to sewer fund						
44046000 411000 SEWER FEES	.00	.00	.00	.00	.00	.00
move to sewer fund						
44046000 412000 ADMIN FEE	.00	-17,367.00	.00	.00	.00	.00
move to sewer fund						
44046000 413000 CAPITALREP	.00	-1,908.00	.00	.00	.00	.00
move to sewer fund						
44046000 414000 WASTWTRMGT	.00	.00	.00	.00	.00	.00
Administration of wastewater management ordinance mailing/postage and Carmody tracking program						
TOTAL SEWER FEES	.00	-75,275.00	.00	.00	.00	.00
44048000 MISCELLANEOUS INCOME						
44048000 483000 MISC INCOM	.00	-15,000.00	-14,000.00	-13,435.07	.00	.00
scrap metal and inspection services						
TOTAL MISCELLANEOUS INCOME	.00	-15,000.00	-14,000.00	-13,435.07	.00	.00
44049990 TOWN COUNCIL CONTINGENCY						
44049990 599999 OPERATIONA	.00	.00	307,000.00	307,000.00	.00	.00
anticipated revenues into reserves						
TOTAL TOWN COUNCIL CONTINGEN	.00	.00	307,000.00	307,000.00	.00	.00
44099999 CONVERSION VOID CHECK CLEARING						
44099999 590000 CONVERSION	.00	.00	.00	.00	.00	.00
??						
TOTAL CONVERSION VOID CHECK	.00	.00	.00	.00	.00	.00
TOTAL WATER FUND	249,777.00	-12,635.00	-564.93	.00	.00	.00
TOTAL REVENUE	-3,499,753.00	-3,243,161.00	-3,544,036.00	-3,543,471.07	.00	.00
TOTAL EXPENSE	3,749,530.00	3,230,526.00	3,543,471.07	3,543,471.07	.00	.00
GRAND TOTAL	249,777.00	-12,635.00	-564.93	.00	.00	.00

\*\* END OF REPORT - Generated by Ted Przybyla \*\*

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SEWER FUND		2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
54500000	SEWER FUND						
54500000	410000	EDC FEE	.00	.00	.00	.00	.00
54500000	411000	EDC INTRFE	.00	.00	.00	.00	.00
54500000	412000	MAINTFEE	.00	.00	.00	.00	.00
54500000	441014	MISC.	.00	.00	.00	.00	.00
54500000	445101	APPL&LIC	.00	.00	-7,000.00	-7,000.00	.00
		Application & License Fees (\$2000) and proposed IPP Annual Permit Fees (\$5000)					
54500000	445102	CONST&EXT	.00	.00	.00	.00	.00
54500000	445103	SERCONREP	.00	.00	.00	.00	.00
54500000	445104	USERCHARGE	.00	.00	-163,600.00	-163,600.00	.00
		O&M user fees based on consumption - currently \$4.09/1000					
54500000	445105	ASSESSFEES	.00	.00	-467,490.00	-467,490.00	.00
		Year 2 of 20 year payment plan					
54500000	445106	SEWFIXFEE	.00	.00	-40,000.00	-64,000.00	.00
		QDC Annual Capacity buy-in - flat fee based on EDU - Currently \$34.82/EDU					
		factored at 20% of \$161,000 per year cost					
54500000	445107	SEWDYETEST	.00	.00	.00	.00	.00
54500000	445108	SEWMISCFEE	.00	.00	.00	.00	.00
54500000	445109	SEWDEBTSER	.00	.00	-20,000.00	-20,000.00	.00
		Debt Service - Metering Vault's Flat Fee - \$19.33 per EDU					
54500000	445110	SEWASINTR	.00	.00	.00	.00	.00
54500000	445111	WICKPTSEWR	.00	.00	.00	.00	.00
54500000	445112	ANN.USER F	.00	.00	-357,200.00	-357,200.00	.00
		QDC Treatment Fee based on water consumption - \$8.72/1000 gal					
54500000	445113	INTEREST	.00	.00	.00	.00	.00
54500000	445114	PRASSE FEE	.00	.00	-129,336.78	-129,336.78	.00
		Year 2 of 20 year payment plan					
54500000	445115	POSTRDNFEE	.00	.00	.00	.00	.00
54500000	445116	WICKF ASSE	.00	.00	.00	.00	.00

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SEWER FUND			2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
54500000	510101	CLASS FT	.00	.00	.00	.00	.00	.00
54500000	510102	CLASS PT	.00	14,000.00	.00	.00	.00	.00
54500000	510103	UNCLASS FT	.00	.00	.00	.00	.00	.00
54500000	510104	UNCLASS PT	.00	46,800.00	49,900.00	49,900.00	.00	.00
		Superintendent 3 days per week - total of 24 hrs per week and secretary 2 days						
54500000	510107	OVERTIME	.00	10,000.00	15,000.00	15,000.00	.00	.00
		Extra time required for sewer tie-in inspections and emergency pump station alarm calls after hours.						
54500000	510109	SPECIAL EM	.00	.00	.00	.00	.00	.00
54500000	524001	FICA	.00	5,420.00	4,500.00	4,500.00	.00	.00
54500000	524302	RETIREMENT	.00	1,060.00	7,800.00	7,800.00	.00	.00
54500000	524304	HEALTH INS	.00	.00	.00	.00	.00	.00
54500000	524305	DENTAL INS	.00	.00	.00	.00	.00	.00
54500000	524306	LIFE INSUR	.00	.00	.00	.00	.00	.00
54500000	524314	RETIREHLTH	.00	.00	.00	.00	.00	.00
54500000	524401	TUITION &	.00	500.00	250.00	250.00	.00	.00
54500000	524403	ASSOCIATIO	.00	.00	.00	.00	.00	.00
54500000	524404	CONFERENCE	.00	.00	250.00	250.00	.00	.00
54500000	524405	TRAVEL AND	.00	.00	.00	.00	.00	.00
54500000	530103	POSTAGE	.00	200.00	200.00	200.00	.00	.00
54500000	530104	RADIO SYST	.00	.00	1,000.00	1,000.00	.00	.00
		SCADA Systems for monitoring sewer pump stations.						
54500000	530105	DATA PROC	.00	.00	5,000.00	20,000.00	.00	.00
		\$40K reimb for allocation of IT dept						
54500000	530203	VEHICLE RE	.00	.00	.00	.00	.00	.00
54500000	530301	ELECTRICIT	.00	22,800.00	13,900.00	13,900.00	.00	.00

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SEWER FUND			2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
54500000	530302	GAS	.00	1,000.00	1,200.00	1,200.00	.00	.00
54500000	530303	FUEL OIL	.00	.00	.00	.00	.00	.00
54500000	530305	SOLID WAST	.00	.00	.00	.00	.00	.00
54500000	530306	WATER	.00	650.00	600.00	600.00	.00	.00
54500000	530406	GENERAL IN	.00	.00	.00	.00	.00	.00
54500000	530407	REAL ESTAT	.00	.00	.00	.00	.00	.00
54500000	530504	LICENSE FE	.00	.00	.00	.00	.00	.00
54500000	530601	A & E STUD	.00	.00	.00	.00	.00	.00
54500000	530602	PERSONNEL	.00	.00	.00	.00	.00	.00
54500000	530603	LEGAL SERV	.00	.00	.00	.00	.00	.00
54500000	530604	MEDICAL SE	.00	.00	.00	.00	.00	.00
54500000	530606	FISCAL AGE	.00	.00	.00	.00	.00	.00
54500000	530608	LAB & TEST	.00	.00	.00	.00	.00	.00
54500000	530804	OTHER ADS	.00	300.00	300.00	300.00	.00	.00
54500000	531001	VEH MAINT	.00	2,000.00	2,000.00	2,000.00	.00	.00
54500000	531003	Repairs to Superintendent's vehicle (#40) COMMUNICAT	.00	1,850.00	1,850.00	1,850.00	.00	.00
54500000	531004	OFFICE EQU	.00	.00	.00	.00	.00	.00
54500000	531105	SYS MAINT	.00	10,000.00	5,000.00	5,000.00	.00	.00
54500000	531106	LANDSCAPIN	.00	.00	.00	.00	.00	.00
54500000	531108	SEWAGE DIS	.00	.00	.00	.00	.00	.00
54500000	531203	SUBSCRIPTI	.00	.00	.00	.00	.00	.00
54500000	531204	DEBT PRINC	.00	.00	395,000.00	395,000.00	.00	.00

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SEWER FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
54500000 531205 DEBT INTER	.00	.00	267,778.00	267,778.00	.00	.00
54500000 531206 CONTINGENC	.00	28,100.00	14,000.00	14,000.00	.00	.00
54500000 532311 WICKF UPGR	.00	.00	.00	.00	.00	.00
54500000 532312 WKFVILLSEW	.00	.00	.00	.00	.00	.00
54500000 540101 OFFICE SUP	.00	500.00	500.00	500.00	.00	.00
54500000 540102 PRINTED FO	.00	520.00	520.00	520.00	.00	.00
54500000 540103 BANS PRINT	.00	.00	.00	.00	.00	.00
54500000 540104 OPER SUPPL	.00	5,000.00	5,000.00	5,000.00	.00	.00
54500000 540105 MINOR OFFI	.00	.00	.00	.00	.00	.00
54500000 540108 BOOKS & PU	.00	.00	.00	.00	.00	.00
54500000 540202 SAFETY EQU	.00	1,000.00	1,000.00	1,000.00	.00	.00
54500000 540309 FIRE SUPPR	.00	.00	.00	.00	.00	.00
54500000 540401 GASOLINE &	.00	1,000.00	1,000.00	1,000.00	.00	.00
54500000 540403 TIRES	.00	.00	.00	.00	.00	.00
54500000 540406 REPAIR PAR	.00	.00	.00	.00	.00	.00
54500000 550301 OFFICE EQU	.00	.00	.00	.00	.00	.00
54500000 550401 VEHICULAR	.00	.00	.00	.00	.00	.00
54500000 550501 CAPITAL OU	.00	50,246.00	10,000.00	10,000.00	.00	.00
Savings (appropriation) towards purchase of replacement vehicle for Superintendent. Truck 40 is 2001 Dodge Dakota which is undersized and illequipped for use as service truck.						
54500000 550701 OTHER CAPI	.00	.00	421,600.00	421,600.00	.00	.00
Capital expenditures for QDC Sewer Usage (based on consumption numbers) - est \$357,200 and QDC Capacity Annual Fee \$64,400 (based on 40% of annual cost of \$161,000)						
TOTAL SEWER FUND	.00	202,946.00	40,521.22	31,521.22	.00	.00
TOTAL SEWER FUND	.00	202,946.00	40,521.22	31,521.22	.00	.00
TOTAL REVENUE	.00	.00	-1,184,626.78	-1,208,626.78	.00	.00
TOTAL EXPENSE	.00	202,946.00	1,225,148.00	1,240,148.00	.00	.00
GRAND TOTAL	.00	202,946.00	40,521.22	31,521.22	.00	.00

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SEWER FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
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## NORTH KINGSTOWN SCHOOL DEPARTMENT

Office of the Superintendent  
100 Romano Vineyard Way, Ste. 120  
North Kingstown, RI 02852-6202  
(401) 268-6403 [www.nksd.net](http://www.nksd.net)  
Fax: 268-6405

**Educate  
Inspire  
Challenge**

### **North Kingstown School Committee FY'2017 Budget Proposal Executive Summary Phil Anger, Ph.D., NKSD Superintendent February 23, 2016**

Members of the North Kingstown Town Council:

The North Kingstown School Committee has approved an NKSD FY'2017 budget proposal to the North Kingstown Town Council for \$1,696,519 (3.59%) Town increased funding. With the exception of one position transferred from grant funding to operational (the cost of which has been covered by reductions of other budget lines), the entire budgeted year-to-year increases are due to modest rising costs of operation.

We have a strong and lean school department. Our student achievement statistics are among the best in the state. NKSD currently is ranked fifth statewide on state testing in ELA, Math, and Science. This performance far outpaces the expectations for our community given its socio-economic data and its spending compared to other districts. North Kingstown is in the lower half of RI School Departments for per pupil spending. Our staff, including teachers, support staff, and administrators all receive relatively average compensation compared to other RI districts. The NK School Committee has done commendable work in recent years to find creative options to find ways of keeping year-to-year funding increase requests low, including outsourcing of custodial work, reworking Special Education services to reduce much of our out-of-district tuitions, and moving to an HSA program for health benefits. On top of this, our budgets have gone through a very tight pruning process where spring budget cuts often go too far and force fall corrective increases in staffing once we see actual enrollment.

Even with this work, the realities of our national, state, and local economy present us with increasing cost commitments. This budget includes a moderate 2% wage increase for teachers, 3% for support staff and 2% for administrators, all of which keep these groups at average or less compensation per other RI communities. The Trust has advised us to budget for 6% increase in medical benefit expenses and 3% for dental, and pension cost continue to increase at .75%. Just these factors account for over \$1.6M of this overall request. While some will criticize that wages from "the real world" are not keeping up with pay for public school employees, the reality is that the national average for wages increased in 2015 by 3.5% (National Average Wage Index/Social Security Administration). Inflation over the past 5 years alone has increased by 8.8% (Bureau of Labor Statistics). NK Town approved increases over the same period are just over 9% in total, barely kept pace with inflation.

You will notice that one of the major 2015-16 goals of the North Kingstown School Committee, to improve school start times, is not included in this budget proposal. After hearing an in-depth review of the best thinking from the American Academy for Pediatrics and hearing that our community clearly prefers to see our school start times adjusted at the high school and elementary levels, it is my responsibility to advocate for this change. I firmly believe that I and our elected officials from the School Committee and Town Council have a responsibility to address this issue for the good of our children. Unfortunately, making the transportation changes at a cost of \$300K to \$400K is impossible since the rules governing this process in Rhode Island prohibit me from proposing more than a 4% increase in year-to-year spending. What makes this especially frustrating is that not so long ago, before 2009 when no such rule existed, NK regularly made much larger yearly increases to its schools. In the years between six 2003 and 2008, the average Town increase to schools was 5.8% with two of those years seeing increases of 7.8% (2003) and 8.2% (2002). The 4% cap, while addressing concerns of those worried about their taxes going up, has left public education and other municipal

programs in a truly unsustainable situation. Since 4% is now perceived as “irresponsibly high,” those who oversee these budgets often go as far as pledging zero tax increases and settling on numbers that don’t even keep up with inflation, year after year forcing major cuts to essential programming. The average Town rate of increase to its schools over the past 8 years has been just 1.59% per year. With such limited funding NKSD has no chance to make improvements that are good for student health and achievement, and no ability to improve, or even maintain, our aging school buildings or to set out on plans for updating our track and field, another School Committee goal.

On top of these concerns, our Governor and Education Commissioner have made it clear that they follow a philosophy which encourages competition within the public education system. While there are many positives to such a philosophy, it presents new financial challenges for local Pre-k through 12 districts like NK in that families are encouraged to shop around for publicly funded education options. These programs make it imperative that our district does all it can to keep performance and customer satisfaction high or parents will exercise their option to send their children to charter schools and other public schools in Rhode Island, often creating inefficient dual education systems that become twice as expensive to NK taxpayers. When we didn’t provide Full-Day K, more parents chose charter schools at a loss of funding to NKSD. Going forward, if we don’t provide healthier start times, if we don’t maintain our buildings, if we don’t keep our staff professional development strong, and if we don’t provide innovative programming, some parents will choose to send their children to other schools, and that will be at our expense whether we approve it or not.

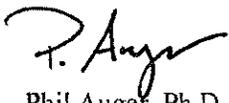
I hope you will approve of the budget proposal. On top of this I hope you and work with me to do all you can to find ways to provide healthier start times for our children, to maintain safe and modern buildings, and to address sorely needed updates to our HS track and field.

The NKSD Administration, in conjunction with the School Committee has prepared a comprehensive budget document which provides background information on all aspects of our budget. We are also preparing a supplemental package that will show the historical key factors of school department performance as related to budget. In fact, NKSD has received Meritorious Budget recognition from the Association of School Business Officials International for the transparency and comprehensiveness of its budget documentation.

Even with this documentation, there is value in our meeting face-to-face to truly understand all of the context and nuances of such a complicated budget. To that end, I encourage you to meet with Mrs. King and me and/or with members of the School Committee to ask questions and dig deeper into the details.

North Kingstown has an excellent school department which performs among the finest in Rhode Island and our nation. Its outstanding reputation is truly a most significant factor in attracting families to NK and is the centerpiece of our vibrant community. The North Kingstown School Committee and I are all committed to its continued success and the success of its students. We hope you will support this budget request, and we look forward to working with you to share our vision to move forward.

Sincerely,



Phil Auger, Ph.D.  
Superintendent of North Kingstown Public Schools

TO VIEW THE SCHOOL DEPARTMENT'S  
FY2017 PRELIMINARY BUDGET PLEASE  
VISIT:

[http://www.nksd.net/files/MbL1o\\_/80176d5797f6a4bc3745a49013852ec4/NKSD\\_FY17\\_Superintendents\\_Preliminary\\_Budget\\_1.26.16.pdf](http://www.nksd.net/files/MbL1o_/80176d5797f6a4bc3745a49013852ec4/NKSD_FY17_Superintendents_Preliminary_Budget_1.26.16.pdf)

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DEBT SERVICE FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
10000000 DEBT SERVICE FUND						
10000000 411001	CURRENT YE	-3,971,726.00	-4,077,774.00	-3,906,519.00	-3,906,519.00	.00
10000000 413701	MISC	.00	.00	.00	.00	.00
10000000 439002	LIBCONSTUC	-29,017.00	-28,000.00	-32,000.00	-32,000.00	.00
10000000 439003	CHAPTER 26	-1,318,218.00	-1,251,935.00	-1,130,895.00	-1,130,895.00	.00
10000000 483000	IMPACT FEE	-30,000.00	.00	.00	.00	.00
TOTAL DEBT SERVICE FUND		-5,348,961.00	-5,357,709.00	-5,069,414.00	-5,069,414.00	.00
10012010 GENERAL FUND DEBT						
10012010 530801	LEGAL ADS	.00	.00	.00	.00	.00
10012010 530807	PRINTING	.00	.00	.00	.00	.00
10012010 531204	DEBT PRINC	3,114,739.00	3,258,800.00	2,899,970.00	2,899,970.00	.00
10012010 531205	DEBT INTER	1,178,264.50	1,185,046.00	995,144.00	995,144.00	.00
TOTAL GENERAL FUND DEBT		4,293,003.50	4,443,846.00	3,895,114.00	3,895,114.00	.00
10048000 DEBT SERVICE FUND						
10048000 481000	INTEREST O	-1,000.00	-1,000.00	-1,000.00	-1,000.00	.00
TOTAL DEBT SERVICE FUND		-1,000.00	-1,000.00	-1,000.00	-1,000.00	.00
10049000 CAPITAL OUTLAY						
10049000 490000	APPRO. PRI	-156,280.00	-292,500.00	.00	.00	.00
TOTAL CAPITAL OUTLAY		-156,280.00	-292,500.00	.00	.00	.00
10091500 GOB REFUNDING 2015A 9/1/15						
10091500 531204	DEBT PRINC	.00	.00	.00	.00	.00
10091500 531205	DEBT INTER	.00	.00	.00	.00	.00
TOTAL GOB REFUNDING 2015A 9/		.00	.00	.00	.00	.00
10092000 SCHOOL DEPARTMENT EXPENSES						
10092000 531204	DEBT PRINC	695,000.00	710,000.00	725,000.00	725,000.00	.00
10092000 531205	DEBT INTER	518,237.50	497,362.00	450,300.00	450,300.00	.00

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DEBT SERVICE FUND	2015 REVISED BUD	2016 REVISED BUD	2017 PRELIM/TM	2017 TC1	2017 TC2	2017 TC3
TOTAL SCHOOL DEPARTMENT EXPE 10099000 DEBT SERVICE RESERVE	1,213,237.50	1,207,362.00	1,175,300.00	1,175,300.00	.00	.00
10099000 550701 RESERVE	.00	.00	.00	.00	.00	.00
TOTAL DEBT SERVICE RESERVE	.00	.00	.00	.00	.00	.00
TOTAL DEBT SERVICE FUND	.00	-1.00	.00	.00	.00	.00
TOTAL REVENUE	-5,506,241.00	-5,651,209.00	-5,070,414.00	-5,070,414.00	.00	.00
TOTAL EXPENSE	5,506,241.00	5,651,208.00	5,070,414.00	5,070,414.00	.00	.00
GRAND TOTAL	.00	-1.00	.00	.00	.00	.00

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## ***BUDGETING PRACTICES***

### **BUDGET BASIS**

The budgets of the general government type funds (for example, The General Fund, Library Fund, School Fund, and Debt Service Fund) are accounted for using the modified accrual basis of accounting. This means that obligations such as outstanding purchase orders at year-end are recognized when the purchase is made. Their revenues are recognized when they are received.

The enterprise funds, Water and Quonset/Davisville Recreation (golf course and marina operation) are budgeted on a full accrual basis. Expenditures are recorded when the commitment is made, such as when a purchase order is issued. Revenues are recognized when they are obligated to the Town, such as when a water bill is sent.

The Town's Comprehensive Annual Financial Report (CAFR) shows the status of the Town's finances on the basis of Generally Accepted Accounting Principles (GAAP). Revenues and expenditures are shown on both a GAAP basis and budget basis for comparison purposes.

## **BUDGETARY CONTROL and AMENDMENTS**

In accordance with the North Kingstown Home Rule Charter, the Town has established budgetary control for its General Fund, Library Fund, three Enterprise Funds, School Unrestricted Fund which is a Special Revenue Fund, School Capital Reserve Fund and Debt Service Fund. The Town Council adopts an annual operating budget for the General Fund. The School Unrestricted Fund and the School Capital Reserve are subject to an annual budget approved by the School Committee and adopted by the Town Council. The Library Fund budget is submitted by the Library Board of Trustees and adopted by the Town Council. All annual operating budget's appropriation amounts are supported by revenue estimates and take into account the elimination of accumulated deficits and the re-appropriation of accumulated surpluses to the extent necessary. Appropriations which are not expended or encumbered lapse at year end.

The Town of North Kingstown makes use of an encumbrance system. Encumbrances are commitments related to unperformed contracts for goods or services. When a purchase order or commitment is placed, the Town reduces the amount of budgetary authority remaining in a budget category and records an encumbrance. When goods or services are received, the encumbrance balance is reduced and an expenditure and liability is recorded. The Town's outstanding encumbrances at year-end are carried forward as reservation of fund balance.

Under the Town Council's expenditure limitation, total expenditures cannot exceed the final appropriation within each budgeted fund, once the budget is adopted. Amendments to the operating budgets that do not result in additional appropriations may be made within departments by means of a transfer. The Town Manager has authority to make such transfers within departments. Any other transfers made outside the departmental level during the fiscal year require Town Council approval. The level at which all budgeted funds may not legally exceed appropriations is at the department level.

## ***BUDGETED FUND DESCRIPTIONS***

### **GOVERNMENTAL FUNDS**

These are the funds through which governmental functions for budgeted funds are financed.

- **GENERAL FUND**

*GENERAL FUND* - is used to account for resources devoted to financing the general services that the Town performs for its citizens. General tax revenues and other sources of revenues used to finance the fundamental operation of the Town are included in this fund. The fund is charged with all cost of operating the government for which a separate fund has not been established.

- **SCHOOL FUND**
- **LIBRARY FUND**

*SPECIAL REVENUE FUNDS* - are used to account for the proceeds of specific revenue sources (other than expendable trust, or major capital projects) that are legally restricted to expenditures for specified purposes.

- **DEBT SERVICE FUND**

*DEBT SERVICE FUND* -- is used to account for the payment of interest and principal on all general long-term debt other than that payable from Enterprise Funds.

- **SCHOOL CAPITAL RESERVE**

*CAPITAL PROJECT FUND*- is used to account for all resources used for the upgrades and improvements to School facilities.

*BUDGETED PROPRIETARY FUNDS-*

These funds account for operations that are organized to be self-supporting through user charges.

- **QUONSET DAVISVILLE RECREATION FUND**
- **SEWER FUND**
- **WATER FUND**
- **MUNICIPAL COURT**

*ENTERPRISE FUNDS* - are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

## **TOWN CHARTER, ARTICLE IX and X. FINANCIAL PROVISIONS**

### **Sec. 908. Budget.**

Two weeks prior to the date on which the manager is required to submit the town budget to the council under the terms of section 1004 of article X, the school committee and the library board of trustees shall submit budget estimates to the manager in the same manner as other departments, for inclusion in that budget. The council shall consider appropriations for the school committee and for the library board in total only, and the allocation of moneys appropriated for the school and library purposes shall be determined by the school committee and the library board of trustees respectively.

(4-23-85; 11-8-88; 11-3-92)

Cross reference(s)--Budget schedule, Charter App. 1.

### **Sec. 1004. Proposed budget.**

The schedule for the preparation, consideration, adoption and conduct of requested referenda on the annual town budget shall be followed each year as set forth in the various sections of this article, based upon the requirement that final action by the council thereon shall take place on or before the first Wednesday in May. Accordingly, the manager shall submit to the council on or before the fiftieth day preceding said first Wednesday in May, a proposed budget of receipts and expenditures and an explanatory budget message. For such purpose the manager shall obtain from the head of each department, board, commission and agency estimates of its revenues and expenditures and such supporting data as he or she may request. In preparing the proposed budget the manager shall review the estimates and may revise them as deemed advisable. The proposed budget as proposed by the manager shall show all anticipated revenue and all proposed expenditures, and the total of proposed expenditures shall not be greater than the total of anticipated revenues.

(4-23-85; 11-8-88; 11-3-92; reaffirmed 11-8-94)

### **Sec. 1005. Preliminary approval of budget.**

The council shall have two (2) weeks to give preliminary approval to the budget submitted by the manager, and must do so on or before the thirty-sixth day prior to the first Wednesday in May. The council may revise said budget; provided, however, that if an increase is approved in the total of expenditures as proposed by the manager, the council also shall provide for increasing the total anticipated revenues and shall indicate the revenues necessary to maintain a balance between revenues and expenditures. No revenue from any source other than the tax levy shall be included in the budget as adopted by the council unless the facts clearly warrant the expectation that such amount actually will be realized in cash during the budget year.

(4-23-85; 11-8-88; 11-3-92)

### **Sec. 1006. Public hearings.**

Following preliminary approval of the budget, the council shall schedule and hold two (2) public hearings, one (1) on the school portion of the budget at which the school committee shall be represented, and the other on the remainder of the budget. These hearings shall be scheduled to begin approximately three (3) weeks following preliminary approval of the budget and be completed on or before the thirteenth day preceding the first Wednesday in May. To inform the public prior to said hearings, the town clerk shall cause sufficient copies of the budget to be prepared for public distribution, and shall arrange for the publication thereof in a newspaper of general circulation in the town. At the hearings, all those desirous of being heard shall be heard.

(4-23-85; 11-3-92; reaffirmed 11-8-94)

### **Sec. 1007. Petitions to the council.**

Following preliminary approval of the budget by the council, any qualified elector of the town may circulate a petition requesting the council to increase or decrease any item of expenditure in the said budget, or to insert a new item of expenditure. Such petition shall specify the budget item or insertion and amount thereof; must be approved by the town clerk as to form prior to circulation, and must be returned to the town clerk on or before the ninth day preceding the first Wednesday in May. Upon receipt of such petition, the town clerk shall cause the signatures thereon to be verified by the board of canvassers forthwith, and if it contains no less than fifty (50) valid signatures of qualified electors of the town, shall transmit the same to the council. The council, before final adoption of the budget, shall consider and vote upon each such petition proposal; provided, however, that the council may change the appropriation for the school committee or the library board of trustees in total only.

(4-23-85; 11-3-92; reaffirmed 11-8-94)

**Sec. 1008. Final approval of budget.**

The council shall, on or before the first Wednesday in May, complete its consideration of any petitions it shall have received pursuant to section 1007, make any final changes in the budget it may deem advisable, and give final approval to said budget by a vote of a majority of all the members of the council. Following such approval, the town clerk shall cause sufficient copies of the budget to be prepared for public distribution, and shall arrange for publication thereof in a newspaper of general circulation in the town. The budget so adopted shall be the budget for the town for the ensuing fiscal year subject only to change pursuant to sections 1009, 1010 or 1011 hereof.  
(4-23-85; 11-3-92)

**Sec. 1009. Referendum petitions.**

Following final approval of the budget by the town council, any qualified elector of the town may circulate a petition requesting that a referendum be held on the appropriation for a specific fund in the budget as approved. Such petition may propose a reduction or increase in the total appropriation for said fund. In the event that a reduction or an increase as proposed in any such petition is approved by the electors of the town voting thereon, the council shall cause the total appropriation for said fund to be adjusted upward or downward accordingly. The council, the school committee, or the board or library trustees, whichever has jurisdiction over the fund affected by such action, shall make reductions or may make increases within said fund to match the new appropriation total; however, if the council shall determine that expenditure of an added appropriation to the general fund for a suggested purpose would not be fiscally responsible, it shall adopt a resolution to that effect and shall not be required to expend the funds for said purpose, provided however, such funds shall not be spent for another purpose and shall revert to the general surplus.

The town clerk shall cause petition forms to be printed with standard language and spaces for the insertion of dollar amounts, budget fund designations, whether an increase or decrease of expenditure is called for, and other necessary information. All petition forms shall be approved by the town clerk before circulation, and must be returned to the town clerk on or before the twentieth day following the first Wednesday in May. Any language added to a petition, or any alteration of the language thereof, subsequent to its approval by the town clerk, shall be of no force or effect. The town clerk, upon the return of petitions to his or her office, shall cause the signatures thereon to be verified by the board of canvassers, such verification to be completed on or before the twenty-eighth day following the first Wednesday in May. There shall be no limit to the number of separate petitions which an elector may sign.  
(4-23-85; 11-8-88; 11-3-92)

**Sec. 1010. Budget referendum.**

The town clerk shall cause a referendum by ballot to be held on the first Tuesday following the first Saturday in June, on all budget changes requested on petitions submitted pursuant to section 1009 hereof, provided that each such petition shall contain signatures of no less than three hundred (300) qualified electors of the town. The ballot used at such referendum shall be prepared by the town clerk in such manner as to allow the qualified electors to vote either to "approve" or "disapprove" on each separate petition proposal for an increase in appropriation, and shall also be so arranged that all proposed reductions in the appropriation for a particular fund shall be listed together with the original approved fund total, and the electors shall be instructed to vote either for the original total or for one (1) of the proposed reductions thereof. Each proposal for an increase in appropriation which is approved by a majority of electors voting thereon shall be declared to have been adopted; and whichever among the proposed reductions in appropriation for a particular fund receives the most votes shall be declared to have been adopted unless the original fund total approved by the council shall have received the most votes. The polls at such referendum shall be open at 8:00 a.m. and shall remain open until 8:00 p.m. (4-23-85; 11-8-88; 11-3-92)

<u>Apparatus</u>	Fire vehicles with pumps, aerial ladder, or an ambulance
<u>Appropriation</u>	The process by which funds are allocated.
<u>Aerial Ortho-photo</u>	The digital computer photo that is produced from aerial photography and used to create accurate assessor and engineering maps.
<u>ACAD</u>	A computer software company that specializes in engineering mapping applications. The general term CAD refers to computer aided design and is used primarily in engineering maps, plans and detailing.
<u>ARCVIEW</u>	A computer software program used in geographic information systems applications by governments.
<u>Backflow Prevention Device</u>	A device used to prevent contamination of the public water supply
<u>Basis of Accounting</u>	All governmental funds are accounted for using the modified accrual basis of accounting.
<u>Blue Cross/Blue Shield</u>	The health care plan that is provided to the Town employees.
<u>Budget Referendum</u>	The opportunity for the citizens to vote on an alternative to the Town Council adopted budget, which is provided for in the Town Charter.
<u>Business Personal Property</u>	All equipment, furniture, fixtures, computers and supplies used in the operation of a business.
<u>Callback Pay</u>	The overtime pay paid to Fire Department personnel when they are called back to work after going off duty.
<u>CAD - Computer Aided Dispatch</u>	Computerized equipment and software utilized in dispatching to emergencies.
<u>C.A.M.A- Computerized Assisted Mass Appraisal</u>	The software package used by the Tax Assessor's office to value all the parcels of property for taxation purposes.
<u>CIP -Capital Improvement Program</u>	A Capital Improvement Program is the multiyear scheduling of physical improvement. The schedule is based on studies of fiscal resources available and the specific improvements to be constructed over a 5 or 6- year period.
<u>Chip Seal</u>	The process of protecting the Town roads, which is a part of the Town's road improvement program.
<u>Classified Part Time</u>	Refers to employees who are part of a bargaining unit who work thirty hours or less per week.
<u>Classified Full Time</u>	Refers to employees who are part of a bargaining unit who work thirty-five hours per week or more.
<u>Commodities not Otherwise Classified</u>	Goods or expendable items for which specific line item classifications do not exist and which are not purchased on a regular basis for a particular department.
<u>C.D.B.G Community Development Block Grant Program</u>	The Small Cities Community Development Block Grant Program is a federally (HUD) funded program created in 1974 by the Housing and Community Development Act for the purpose of developing "viable urban communities by providing decent housing, a suitable living environment and expanding economic opportunity; principally for persons of low to moderate income." In Rhode Island, 33 Cities and Towns compete annually for funding granted to the State by HUD.
<u>C.L.A.N, Coordinating Libraries Automated Network Comprehensive Plan</u>	A statewide consortium the allows North Kingstown residents to borrow books from all the public libraries in Rhode Island A comprehensive plan is a guide to the physical development of a community. It translates the community values that describes how, why, when, and where to build, rebuild or preserve the community. The North Kingstown Comprehensive Plan is a 20-year document that is required by the state law to be updated every five years.
<u>Contractual services</u>	Those services that are provided to the Town by outside firms or companies.
<u>Contractual Services not Otherwise Classified</u>	Those services that are provided to the Town by outside firms or companies and for which specific line item accounts would not be practical due to the infrequent nature of the expense.
<u>Cooperative Libraries Automated Network (CLAN)</u>	A shared network of participating libraries within Rhode Island which offers users access to information and services throughout the State.
<u>D.A.R.E</u>	Drug Abuse Resistance Education. A program taught to all fifth grade

	classes by a police officer with the goal of preventing drug involvement by children.
<u>Delta Dental Department</u>	The dental care program which is provided to Town employees. Identifies the unit of local government in which a specific activity or function is carried out.
<u>Directed Patrol EMS</u>	Assigned tasks or patrol locations as opposed to random patrol
<u>Emergency Medical Services Enterprise Fund</u>	Service provided by the Fire Department Rescue Division.  An accounting fund in which services provided are financed and operated similarly to that of a private business. There are two enterprise funds: 1) Water fund and 2) Quonset/Davisville Recreation Fund. User fees support both.
<u>Farm, Forest and Open Space</u>	Statewide program which encourages property owners to keep their land undeveloped through tax incentives.
<u>Field Work</u>	Inspection and measuring of any new houses, additions, or work done because of building permits issued.
<u>Forensic Equipment</u>	Equipment used to gather and test evidence such that it will be admissible in court
<u>Fringe benefits</u>	The non-salary compensation paid by the Town for the benefit of the employee.
<u>Fund</u>	An accounting entity comprised of a group of self-balancing accounts.
<u>Fund Balance</u>	The difference between revenue and expenditures. A negative fund balance is sometimes called a deficit.
<u>GIS Geographic Information System</u>	Computer related term that describes both hardware and software for processing storage and integration of digital computer mapping and data. GIS for North Kingstown will bring information together for Water, Assessor and Building Departments as well as State level.
<u>Haz-Mat</u>	Hazardous materials
<u>Inter-Community Activities</u>	Towns' activities that afford the children the opportunity to view compete or enjoy at the same level.
<u>ISDS</u>	Individual Septic Disposal System
<u>Looping Project</u>	Water Department undertaking to eliminate dead-end water mains
<u>Moving Radar Units</u>	Car mounted radar units capable of determining the speed of approaching vehicles even though the police car is moving.
<u>Non-Personnel Services</u>	Category of expense, which include purchased services, commodities, and debt
<u>Payments in lieu of taxes</u>	Revenue received by the Town for municipal services from entities who are exempt from taxation by State law and who have entered into an agreement with the Town for services.
<u>Personnel Services</u>	Category of expense, which includes costs, associated with the employment of full and part time employees and their fringe benefits.
<u>Prior year surplus</u>	The funds created from revenue received over estimate or unexpended appropriations in the previous fiscal year.
<u>Project DARE Drug Abuse Resistance Education</u>	The Police Department conducts an educational program in the elementary school regarding drug abuse. An officer is assigned full time to this program.
<u>Quonset/Davisville Recreation Fund</u>	An enterprise fund established to account for the operations of the Municipal Golf Course and the Municipal Marina at Allen Harbor.
<u>Retirement</u>	The title of a line-item budget account found in most cost centers where there are full-time employees which is used for recording expenses for the employer share of the cost of retirement benefits for active employees.
<u>Revaluation</u>	Process of valuing all properties consistently. Currently state law requires a full revaluation (visiting of all properties every nine years) and statistical updates at (3) three and (6) six years. Statistical revaluation consists of analyzing sales and comparing existing values of properties with the sales.
<u>Roll Call Training</u>	Targeted brief training sessions at roll call meetings prior to each patrol shift of

<u>Solid waste tipping fees</u>	the Police Department. The fee per ton of trash charged by the Rhode Island Solid Waste Management Corporation for the trash generated by North Kingstown transported to the Johnston landfill by the Town.
<u>Special Collections</u>	Rare and valuable books, maps, photographs, art works, etc. Kept in secure climate controlled area. North Kingstown Library's are primarily local history, local writers and genealogy.
<u>Substandard Lots</u>	Parcels of land that are currently in existence but do not conform to existing zoning regulations.
<u>Tangible Personal Property</u>	Taxable property such as business inventory, trailers, appliances in rental property and certain business equipment.
<u>Taxable Value</u>	The value of real estate, tangible personal property and motor vehicles determined by the Tax Assessor after deducting exemptions.
<u>Technical Review Committee (TRC)</u>	A committee composed of Planning Staff, Building Official, Town Engineer, Public Works Director, Water Director, Fire Marshall and a representative of the Police Department. For projects at the Quonset Davisville Industrial Park the committee is expanded to include representatives of the Economic Development Corporation.
<u>Termination Allowance</u>	The amount due to an employee upon retirement as provided for by union contract and personnel rules and regulations for accumulated vacation and sick leave.
<u>U.S.G.S - United States Geographical Services</u>	Federal Government Agency performing a study of Hunt, Annaquatucket, and Pettaquamscutt aquifer.
<u>Unclassified Part Time</u>	Refers to employees who are not part of a bargaining unit who work less than thirty-five hours per week.
<u>Unclassified Full Time</u>	Refers to employees who are not part of a bargaining unit who work more than thirty-five hours per week.
<u>Unrestricted Fund Balance</u>	Funds remaining after all expenditures and revenues are recorded in a fiscal year that is not designated to a specific purpose.
<u>Wickford Village Plan</u>	A citizen's committee prepares the Wickford Village Plan for the Town. It articulates a vision for protecting, preserving, and enhancing the village of Wickford through design guidelines, infrastructure improvements, and management concepts.
<u>Windows NT LAN</u>	A Microsoft based operating system that creates a local area network so all the computers that are part of it can share information.