

## B U D G E T W O R K S H E E T - E X P E N D I T U R E S

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = ##-##-##-####-###

Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - GEN2010

Budget Year: July 2009 thru June 2010

Account Number	Account Name	Last Year Budget (1)	Last Year Actual (2)	This Year Budget (3)	Next Year Requested (5)	Amount Increase (Decrease)	% Increase (Decrease)
TOWN OFFICE OPERATIONS							
10-01-05-1000-120	ADVERTISING	1,799	1,799	2,170	2,200	30	1.38
10-01-05-1000-190	DATA PROCESSING	1,137	1,137	0	0	0	0.00
10-01-05-1000-230	EQUIPMENT MAINTENANCE	32,225	32,225	4,149	7,500	3,351	80.79
10-01-05-1000-365	OUTSIDE CONTRACTOR	19,296	19,296	0	0	0	0.00
10-01-05-1000-385	POSTAGE	7,858	7,858	7,500	7,800	300	4.00
10-01-05-1000-436	RENTALS	7,537	7,537	7,860	7,860	0	0.00
10-01-05-1000-465	SERVICE CONTRACTS	7,742	7,742	25,150	22,000	(3,150)	(12.52)
10-01-05-1000-485	SUPPLIES	3,870	3,870	3,481	3,500	19	0.53
	**TOTAL** TOWN OFFICE OPERATIONS	81,465	81,465	50,310	50,860	550	1.09

**2009-2010 BUDGET  
TOWN OPERATIONS 05**

**DIVISION 05 TOWN OFFICE OPERATIONS**

**10-01-05-1000**

**120 ADVERTISING**

Covers expenses for Town Clerk, BOS, Tax Collector, BOF, bids and RFP'S. Average cost is \$30-\$35 depending on length. Approximately 25 – 30 notices are required per year. In addition one full page ad is required for the budget call at a cost of approximately \$1200.

BUDGET \$2200.00 (no change)

**230 EQUIPMENT MAINTENCNCE FUND**

Funds for the improvement and maintenance of computer network infrastructure. Funds for the repair, replacement or addition for office equipment for all Town Hall departments. Previous contract included hardware insurance at a cost of \$7,300 per year. Current contract includes coverage of labor but not hardware. All servers are current, some still covered under manufacturer warranty. Back up servers are available in case of server failure. Increase is to cover work station and peripheral equipment replacement.

BUDGET \$7,500.00 (+3,700)

**385 POSTAGE:**

Postage for all town hall departments. Though postage rates continue to increase successful efforts continue to use email, fax or other electronic means of communicating.

BUDGET \$7,800 (+300)

**436 RENTALS**

Copiers at \$7,320 (CBS BLOOM copier contract \$510/mo) postage meter at \$540 (PITNEY BOWES) Contracted pricing for both

BUDGET \$7,860.00. (0)

**465 IT SERVICE (proposed account name change)**

IT service contract, website support and various software license renewals. New contractor hired in fiscal 08-09 at lower cost than previous.

BUDGET \$22,000 (-3,100)

**485 SUPPLIES**

General office supplies for town hall. Individual departments budget for specific supplies.

BUDGET \$3,500.00 (0)