

BUILDING DEPARTMENT	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC	FY2019 FIN COM REC
<i>Salaries</i>										
5111 Regular Salaries	181,006	181,006	186,491	185,783	222,872	222,831	256,847	260,271	260,271	
5112 Permanent Part-Time Salaries	-	-	8,609	8,406	12,284	12,146	-	-	-	
5120 Temp Part-Time Salaries	57,139	55,622	41,041	38,943	39,952	39,420	40,950	41,000	41,000	
5130 Overtime	-	-	6,000	5,994	1,064	1,064	-	-	-	
5150 Car Allowance	9,707	9,698	8,431	8,402	10,351	10,351	11,259	11,272	11,272	
5160 Sick Leave Buy-Back	1,394	1,394	1,414	1,414	2,587	2,587	3,812	-	-	
5180 All Other Salaries	-	-	-	-	-	-	-	-	-	
Total Salaries	249,246	247,719	251,986	248,942	289,110	288,400	312,868	312,542	312,542	
Water Enterprise Fund Allocation	(1,624)	(1,624)	-	-	-	-	-	-	-	
Sewer Enterprise Fund Allocation	(3,789)	(3,789)	-	-	-	-	-	-	-	
Total Salaries Net of Allocations	243,833	242,306	251,986	248,942	289,110	288,400	312,868	312,542	312,542	
<i>Operating</i>										
5340 Communications	2,639	2,639	3,226	2,962	2,335	2,127	960	960	960	
5420 Office Supplies	1,930	1,899	4,550	4,549	5,774	5,707	3,000	3,000	3,000	
5429 Computer Equipment	-	-	-	-	-	-	1,150	6,000	6,000	
5703 Dues and Memberships	295	295	370	325	370	335	470	470	470	
5790 Staff Development	1,010	1,010	950	825	1,050	1,035	1,900	1,900	1,900	
Total Operating	5,874	5,843	9,096	8,661	9,529	9,204	7,480	12,330	12,330	
<i>Capital Outlay</i>										
5833 Capital Outlay	-	-	-	-	-	-	-	-	-	
Total Capital Outlay	-	-	-							
Total Budget	255,120	253,562	261,082	257,603	298,639	297,603	320,348	324,872	324,872	-
Total Budget Net of Allocations	249,707	248,149	261,082	257,603	298,639	297,603	320,348	324,872	324,872	-

Position	FY2015	FY2016	FY2017	FY2018	FY2019	FY2019	FY2019
	BUDGETED	BUDGETED	BUDGETED	BUDGETED	DEPT REQ	TM REC	FIN COM REC
	FTE	FTE	FTE	FTE			FTE
Building Commissioner	1	1	1	1	1	1	
Local Inspector - Full Time	0	0	0	1	1	1	
Local Inspector (20/Week)	0.25	0.25	0.5	-	-	-	
Admin. Asst/Permit Tech	2	2	2	2	2	2	
Plumbing and Gas Insp.	1	1	1	1	1	1	
Wiring Insp.	1	1	1	1	1	1	
Alternate P&G Insp.	1	1	1	1	1	1	
Alternate Wiring Insp.	1	1	1	1	1	1	
Total Staffing	7.25	7.25	7.5	8	8	8	0

**FISCAL YEAR 2019
BUILDING DEPARTMENT SALARY INFORMATION TOWN MANAGER RECOMMENDED**

Regular Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Ed Johnson	Building Commissioner	1/8/1996	10	5	81,540	2,500			84,040
D. Cathcart	Admin. Asst/Permit Tech	10/7/2002	B5	10	56,726	2,000			58,726
									-
N. O'Keefe	Admin. Asst/Permit Tech	9/13/2004	B5	10	56,726	1,500			58,226
J. Gynan	Local Bldg Insp	3/7/2016	7	2	25,982				25,982
J. Gynan	Local Bldg Insp		7	3	33,296				33,296
Total Regular Salaries					254,271	6,000	-	-	260,271

Permanent Part Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
									-
Total Permanent Part Time Salaries									-

Temporary Part Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Weeks	Longevity \$	Wage Def.	Total Salary
P. Wild	Plumbing and Gas Insp.	2/8/2007	D		389	52			20,306
H. Sullivan	Wiring Insp.	10/7/2002	D		389	52			20,306
A. Aurilio	Alternate P&G Insp.	9/30/2013	D		97	2	*Days		194
R. Bagni	Alternate Wiring Insp.	2/22/2010	D		97	2	*Days		194
Total Temporary Part Time Salaries									41,000

Overtime

Name	Position				Amount				Total Benefit
					-				-
Total Overtime									-

Car Allowance

Name	Position				Per/Month	# Months			Total Benefit
Ed Johnson	Building Commissioner				300	12			3,600
P. Wild	Plumbing and Gas Insp.						39	52	2,036
H. Sullivan	Wiring Insp.						39	52	2,036
J. Gynan	Local Bldg Insp				300	12		52	3,600
Total Car Allowance									11,272

Sick Leave Buy Back

Name	Position	Retirement Date		# of Days	Annual Sal.	Weekly Sal.	Daily Sal.	Total Benefit
E. Johnson	Building Commissioner	Sick Leave Incentive					314	-
D. Cathcart	Permit Technician	Sick Leave Incentive					225	-
N. O'Keefe	Permit Technician	Sick Leave Incentive					225	-
Total Sick Leave Buy-Back								-

**FISCAL YEAR 2019
BUILDING DEPARTMENT SALARY INFORMATION TOWN MANAGER RECOMMENDED**

Regular Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Ed Johnson	Building Commissioner	1/8/1996	10	5	81,540	2,500			84,040
D. Cathcart	Admin. Asst/Permit Tech	10/7/2002	B5	10	56,726	2,000			58,726
									-
N. O'Keefe	Admin. Asst/Permit Tech	9/13/2004	B5	10	56,726	1,500			58,226
J. Gynan	Local Bldg Insp	3/7/2016	7	2	25,982				25,982
J. Gynan	Local Bldg Insp		7	3	33,296				33,296
Total Regular Salaries					254,271	6,000	-	-	260,271

Permanent Part Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
									-
Total Permanent Part Time Salaries									-

Temporary Part Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Weeks	Longevity \$	Wage Def.	Total Salary
P. Wild	Plumbing and Gas Insp.	2/8/2007	D		389	52			20,306
H. Sullivan	Wiring Insp.	10/7/2002	D		389	52			20,306
A. Aurilio	Alternate P&G Insp.	9/30/2013	D		97	2	*Days		194
R. Bagni	Alternate Wiring Insp.	2/22/2010	D		97	2	*Days		194
Total Temporary Part Time Salaries									41,000

Overtime

Name	Position				Amount				Total Benefit
					-				-
Total Overtime									-

Car Allowance

Name	Position				Per/Month	# Months			Total Benefit
Ed Johnson	Building Commissioner				300	12			3,600
P. Wild	Plumbing and Gas Insp.						39	52	2,036
H. Sullivan	Wiring Insp.						39	52	2,036
J. Gynan	Local Bldg Insp				300	12		52	3,600
Total Car Allowance									11,272

Sick Leave Buy Back

Name	Position	Retirement Date		# of Days	Annual Sal.	Weekly Sal.	Daily Sal.	Total Benefit
E. Johnson	Building Commissioner	Sick Leave Incentive					314	-
D. Cathcart	Permit Technician	Sick Leave Incentive					225	-
N. O'Keefe	Permit Technician	Sick Leave Incentive					225	-
Total Sick Leave Buy-Back					3			-

**FISCAL YEAR 2018
BUILDING DEPARTMENT SALARY INFORMATION**

Regular Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Ed Johnson	Building Commissioner	1/8/1996	10	4	79,544		2,500		82,044
D. Cathcart	Admin. Asst/Permit Tech	10/7/2002	B5	10	56,726		680		57,406
	Inc. Long 10/7/17 to \$2000						1,320		1,320
N. O'Keefe	Admin. Asst/Permit Tech	9/13/2004	B5	10	56,726		1,500		58,226
J. Gynan	Local Bldg Insp	3/7/2016	7	1	25,359				25,359
J. Gynan	Local Bldg Insp		7	2	32,491				32,491
Total Regular Salaries					250,847	-	6,000	-	256,847

Permanent Part Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
									-
Total Permanent Part Time Salaries									-

Temporary Part Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Weeks	Longevity \$	Wage Def.	Total Salary
P. Wild	Plumbing and Gas Insp.	2/8/2007	D		389	52			20,281
H. Sullivan	Wiring Insp.	10/7/2002	D		389	52			20,281
A. Aurilio	Alternate P&G Insp.	9/30/2013	D		97	2	*Days		194
R. Bagni	Alternate Wiring Insp.	2/22/2010	D		97	2	*Days		194
Total Temporary Part Time Salaries									40,950

Overtime

Name	Position				Amount				Total Benefit
					-				-
Total Overtime									-

Car Allowance

Name	Position				Per/Month	# Months			Total Benefit
Ed Johnson	Building Commissioner				300	12			3,600
P. Wild	Plumbing and Gas Insp.						39	52	2,030
H. Sullivan	Wiring Insp.						39	52	2,030
J. Gynan	Local Bldg Insp				300	12		52	3,600
Total Car Allowance									11,259

Sick Leave Buy Back

Name	Position	Retirement Date		# of Days	Annual Sal.	Weekly Sal.	Daily Sal.	Total Benefit
E. Johnson	Building Commissioner	Sick Leave Incentive		5			314	1,572
D. Cathcart	Permit Technician	Sick Leave Incentive		5			225	1,125
N. O'Keefe	Permit Technician	Sick Leave Incentive		5			223	1,115
Total Sick Leave Buy-Back								3,812

All Other Salaries

**FISCAL YEAR 2017
BUILDING DEPARTMENT SALARY INFORMATION**

Regular Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Ed Johnson	Building Commissioner	1/8/1996	10	3	75,720		2,500		78,220
D. Cathcart	Admin. Asst/Permit Tech	10/7/2002	B5	10	55,343		1,500		56,843
N. O'Keefe	Admin. Asst/Permit Tech	9/13/2004	B5	10	55,343		1,500		56,843
J. Gynan	Local Bldg Insp				30,966		-		30,966
Total Regular Salaries					217,372	-	5,500	-	222,872

Permanent Part Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
J. Gynan	Local Bldg Insp				12,284				12,284
Total Permanent Part Time Salaries									12,284

Temporary Part Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Weeks	Longevity \$	Wage Def.	Total Salary
P. Wild	Plumbing and Gas Insp.	2/8/2007	D		379	52			19,786
H. Sullivan	Wiring Insp.	10/7/2002	D		379	52			19,786
A. Aurilio	Alternate P&G Insp.	9/30/2013	D		95	2	*Days		190
R. Bagni	Alternate Wiring Insp.	2/22/2010	D		95	2	*Days		190
Total Temporary Part Time Salaries									39,952

Overtime

Name	Position	Amount	Total Benefit
	Various Staff	1,064	1,064
Total Overtime			1,064

Car Allowance

Name	Position	Per/Month	# Months	Total Benefit
Ed Johnson	Building Commissioner	300	12	3,600
P. Wild	Plumbing and Gas Insp.			39
H. Sullivan	Wiring Insp.			39
J. Gynan	Local Bldg Insp	300	9	2,679
Total Car Allowance				10,351

Sick Leave Buy Back

Name	Position	Retirement Date	# of Days	Annual Sal.	Weekly Sal.	Daily Sal.	Total Benefit
E. Johnson	Building Commissioner	Sick Leave Incentive	5			290	1,451
D. Cathcart	Permit Technician	Sick Leave Incentive	5			227	1,137
Total Sick Leave Buy-Back							2,587

All Other Salaries

Out of Grade Pay	Amount	Total
3/30/2018 2:54 PM		-

DESCRIPTION/DETAIL

BUILDING DEPARTMENT OPERATING

5340 Communications

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
2,639	2,639	3,226	2,962	2,335	2,127	960	960	960

(Building Landlines and Cellphones Moved to Town Hall Budget)

(2) Wireless Cards for Tablets - \$40 x 2 = \$80/Month - Total \$960							960	960
					<i>Total 5340 Communications:</i>		960	960

DESCRIPTION/DETAIL

BUILDING DEPARTMENT OPERATING

5420 Office Supplies

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
1,930	1,899	4,550	4,549	5,774	5,707	3,000	3,000	3,000

The only payments that are paid in line item #5420 are to pay for office/printer supplies for the Building Dept.

Additional Requests:

3,000

3,000

Total 5420 Office Supplies:

3,000

3,000

DESCRIPTION/DETAIL

BUILDING DEPARTMENT OPERATING

5429 Computer Equipment

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
-		-	-	-		1,150	6,000	6,000

Annual maintenance fee for PeopleGIS permitting software

6,000

6,000

Total 5429 Computer Equipment:

6,000

6,000

DESCRIPTION/DETAIL

BUILDING DEPARTMENT OPERATING

5703 Dues and Memberships

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
295	295	370	325	370	335	470	470	470

This line item is used for dues and memberships to the ICC, MBCIA, & NMPGIA

ICC - International Code Council (Town) - Increased to \$135 135 135

MBCIA - Mass. Building Commissioners & Inspectors Associations (2 Members) - Increased to \$75 x 2 = \$150 150 150
 Increased an additional \$100 for MBCIA dues for Local Building Inspector and to cover increased costs of dues

NMPGIA - Northeastern Mass. Plumbing & Gas Inspectors Associations - \$25 25 25

ICC Certifications - \$160 160 160

Total 5703 Dues and Memberships: 470 470

DESCRIPTION/DETAIL

BUILDING DEPARTMENT OPERATING

5790 Staff Development

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
1,010	1010	950	825	1,050	1,035	1,900	1,900	1,900

This line item is used for continuing education for the Building and Plumbing Inspectors.

1,900 1,900

MBCIA Monthly Meeting Costs Increased from \$35 to \$40 x 2 = \$80/month

Note: Continued Education is required by code.

Annual Conference for Building Commissioner

Note: Increased \$500 to cover monthly meeting costs for Local Inspector and increased meeting costs.

Total 5790 Staff Development: 1,900 1,900

