

**OVERVIEW BUDGET SUMMARY
DEPARTMENT OF MAINTENANCE
2015-2016**

The Facilities Department maintains all mechanical and electrical systems at each school; ensures that the grounds and outdoor areas are well groomed and cared for; establishes a clean, healthy, and safe environment; and provides support services for events beyond the academic day and on weekends.

Custodial services for all Board of Education facilities are provided by a staff of thirty two (32) full-time custodians. A staff of eight (8) maintenance trades persons, one (1) painter, and five (5) grounds personnel provide maintenance and repair services for all of the facilities. The Department is supervised by the Facilities Manager with the aid of an Assistant Facilities Manager. The Department's administrative duties are performed by one (1) full-time secretary.

The total operating budget for Facilities shows decreases in the areas of water (object 411), sewage (object 412), oil (object 624), natural gas (object 625) and gasoline (object 626). Many of the decreases are due to the closure of John Pettibone, but others, namely oil and gasoline are due to favorable bidding and reductions in consumption.

The closure and subsequent decommissioning of the John Pettibone School building have made it necessary for us to budget building specific requests under their normal program and object codes, but these items are coded 03 in the location code in order to isolate the expenses. These expenses are necessary to remove technology and security devices, move and relocate staff and essential contents, and to keep the building functional until the Board deems it otherwise.

As we move forward, we continue to look for money savings measures in the areas of fuel (oil, gasoline & natural gas) consumption, electricity and water usage. Every new initiative we undertake, our goals remain the same: make positive changes to our infrastructure while reducing costs over a long term period in utilities, replacement and labor. When these three (3) factors are met, we help to reduce increases for future budgets and provide the students and staff a clean, safe environment for learning.

Many questions are raised each year that pertain to Indoor Air Quality (IAQ) and Preventative Maintenance (PM) in our schools. We have a Preventative Maintenance (PM) program that automatically generates work tickets to check and maintain such items as air filters, fan motors, belts, dampers, heating and cooling coils, airflow, and electrical connections every three to six months. Annually we inspect the cleanliness and overall performance of our Heating, Ventilation, and Air Conditioning (HVAC) systems to ensure that

our building inhabitants are working and being educated in clean, safe, and healthy buildings. This, in conjunction with contracted services whom we employ, handles all of our Preventative Maintenance (PM) needs throughout the district, thus protecting the taxpayer's investment. Our "Tools for Schools" program and Safety and Health Committee are in place to provide all employees with a vehicle in which they can discuss and resolve any issues that arise in their specific work places.

In this budget, we have adjusted the budget according to need in each object code and cost center, hoping to capture the actual needs of that facility. However, unexpected repairs do occur and monies would then need to be transferred to cover those expenses. With minimal increases in operating costs, further reductions in this area of the budget will have a severe impact on the maintenance and care of our facilities.

The Capital Improvements section of this budget is a list of some of the specific needs that we currently have. The monies asked for are necessary to maintain our buildings and to provide preventative measures to ensure that our buildings are safe, secure, and run as efficiently as possible. As various reports and studies have shown, capital repairs and replacements are a basic necessity. Prolonging the process by not funding them only adds to the overall costs and increases the risk of greater damages or health risks should they not be taken care of in a timely manner.

**NEW MILFORD BOARD OF EDUCATION - BUDGET PLANNING 2015-16
DEPARTMENT 14 - 2610 CUSTODIAL SUMMARY**

		Actual	Actual	Actual	Original	Adjusted	Exp. To Date	Estimated	Supt Req
Program	2610-Custodial & Housekeeping	2011-12	2012-13	2013-14	2014-15	2014-15	12/31/14	2014-15	2015-16
2610/112/0000	Salary Non-Cert Custodial	\$1,771,100	\$1,897,908	\$1,893,725	\$2,036,293	\$2,036,293	\$908,557	\$2,036,293	\$1,886,180
2610/339/0000	Pur Svc/Other Prof Cust	\$8,121	\$336	\$144	\$7,960	\$7,960	\$0	\$7,960	\$7,960
2610/421/0000	Garbage-Custodial	\$72,580	\$77,202	\$71,001	\$76,999	\$76,999	\$32,944	\$76,999	\$81,000
2610/432/0000	Repair/Non-Inst Custodial	\$3,022	\$8,921	\$11,961	\$6,500	\$6,500	\$3,040	\$6,500	\$6,650
2610/433/0000	Bldg Grounds Repair	\$0	\$143	\$0	\$0	\$0	\$0	\$0	\$0
2610/580/0000	Travel Custodial	\$536	\$391	\$450	\$450	\$450	\$234	\$450	\$450
2610/613/0000	Supplies/Maint Custodial	\$151,815	\$159,641	\$178,588	\$130,260	\$130,260	\$105,789	\$130,260	\$127,830
2610/733/0000	Equip/Non-Inst New Cust	\$776	\$552	\$518	\$575	\$575	\$0	\$575	\$575
2610/734/0000	Equip/Non-Inst Replacement	\$1,070	\$2,444	\$124	\$625	\$625	\$450	\$625	\$625
	Program Total:	\$2,009,020	\$2,147,538	\$2,156,511	\$2,259,662	\$2,259,662	\$1,051,014	\$2,259,662	\$2,111,270

**NEW MILFORD BOARD OF EDUCATION
DEPARTMENT 14 - 2620 - MAINTENANCE SUMMARY**

Program	2620-Maintenance & Repair	Actual 2011-12	Actual 2012-13	Actual 2013-14	Approved 2014-15	Adjusted 2014-15	Exp. To Date 12/31/2014	Estimated 2014-15	Supt Req. 2015-16
2620/112/0000	Salary Non-Cert Maintenance	\$896,902	\$877,202	\$859,576	\$881,205	\$881,205	\$393,584	\$881,205	\$904,935
2620/322/0000	Pur Ser/Staff Serv - Improve Maint.	\$0	\$4,765	\$4,815	\$5,590	\$5,590	\$0	\$5,590	\$5,725
2620/324/0000	Pur Ser/Staff Serv - Maintenance	\$0	\$0	\$1,484	\$1,725	\$1,725	\$0	\$1,725	\$1,760
2620/339/0000	Pur Ser/Other Prof - Maintenance	\$2,245	\$0	\$586	\$1,650	\$1,650	\$1,533	\$1,650	\$1,690
2620/411/0000	Water - Maintenance	\$71,349	\$69,368	\$82,296	\$76,944	\$76,944	\$24,004	\$76,944	\$69,370
2620/412/0000	Sewage - Maintenance	\$29,575	\$24,276	\$22,656	\$23,789	\$23,789	\$18,752	\$23,789	\$17,265
2620/413/0000	Fire District - Maintenance	\$1,247	\$1,247	\$1,448	\$1,325	\$1,325	\$1,207	\$1,325	\$1,450
2620/421/0000	Garbage - Maintenance	\$4,632	\$1,105	\$4,725	\$4,867	\$4,867	\$5,049	\$5,049	\$4,988
2620/432/0000	Repair/Non-Inst - Maintenance	\$33,293	\$40,317	\$44,489	\$33,950	\$33,950	\$17,237	\$33,950	\$34,740
2620/433/0000	Repair/Bldg./Grd - Maintenance	\$391,719	\$359,937	\$360,444	\$319,530	\$319,530	\$183,416	\$319,530	\$406,250
2620/442/0000	Rental/Non-Inst - Maintenance	\$506	\$555	\$536	\$550	\$550	\$0	\$550	\$141,600
2620/531/0000	Telephone	\$5,960	\$12,152	\$9,883	\$12,152	\$12,152	\$4,823	\$11,970	\$12,152
2620/550/0000	Printing - Maintenance	\$309	\$122	\$0	\$95	\$95	\$0	\$95	\$225
2620/580/0000	Travel - Maintenance	\$8,865	\$4,498	\$3,163	\$9,975	\$9,975	\$1,469	\$9,975	\$9,995

**NEW MILFORD BOARD OF EDUCATION
DEPARTMENT 14 - 2620 - MAINTENANCE SUMMARY**

Program	2620-Maintenance & Repair	Actual 2011-12	Actual 2012-13	Actual 2013-14	Approved 2014-15	Adjusted 2014-15	Exp. To Date 12/31/2014	Estimated 2014-15	Supt Req. 2015-16
2620/612/0000	Supplies/Non-Inst - Maintenance	\$989	\$1,950	\$1,166	\$1,350	\$1,350	\$741	\$1,350	\$1,425
2620/613/0000	Supplies/Maint - Maintenance	\$84,093	\$116,832	\$79,509	\$78,260	\$78,260	\$33,612	\$78,260	\$78,115
2620/614/0000	Repair Components - Maintenance	\$36,625	\$25,981	\$41,681	\$32,825	\$32,825	\$8,080	\$32,825	\$29,335
2620/615/0000	Supplies/Maint - Contractual	\$0	\$1,578	\$0	\$3,320	\$3,320	\$0	\$3,320	\$3,320
2620/619/0000	Supplies/Maint - Groundskeeper	\$9,092	\$3,468	\$7,865	\$4,625	\$4,625	\$1,790	\$4,625	\$4,585
2620/622/0000	Electricity - Maintenance	\$836,174	\$799,170	\$909,950	\$911,026	\$911,026	\$354,104	\$911,026	\$917,548
2620/623/0000	Bottled Gas - Maintenance	\$2,149	\$2,411	\$2,614	\$1,715	\$1,715	\$396	\$1,715	\$1,825
2620/624/0000	Oil - Maintenance	\$282,665	\$270,281	\$342,954	\$321,266	\$321,266	\$24,581	\$321,266	\$268,964
2620/625/0000	Natural Gas - Maintenance	\$224,135	\$227,063	\$278,989	\$256,594	\$256,594	\$67,148	\$256,594	\$216,100
2620/626/0000	Gasoline - Maintenance	\$33,559	\$36,428	\$32,000	\$36,430	\$36,430	\$12,368	\$36,430	\$25,286
2620/733/0000	Equip/Non-Inst/New - Maintenance	\$22,100	\$1,232	\$2,888	\$3,010	\$3,010	\$1,000	\$3,010	\$2,975
2620/734/0000	Equip/Non-Inst/Repl - Maintenance	\$3,500	\$396	\$1,712	\$4,080	\$4,080	\$0	\$4,080	\$3,800
2620/810/0000	Dues/Fees - Maintenance	\$15,628	\$4,180	\$2,604	\$1,285	\$1,285	\$560	\$1,285	\$2,100
	Program Total:	\$2,997,311	\$2,886,514	\$3,100,033	\$3,029,133	\$3,029,133	\$1,155,454	\$3,029,133	\$3,167,523

New Milford Board of Education
Comparative Statement of
Appropriations and Expenditures

Fund 001 - 000 GENERAL FUND

Department 0014 DEPARTMENT OF MAINTENANCE

Func/Obj	Description	GAAP BASIS		BUDGETARY BASIS 2014 - 2015				BUDGET WORKPAPERS 2015 - 2016			
		Actual 2012/2013	Actual 2013/2014	Original 2014/2015	Adjusted 2014/2015	Exp. to Date 12/31/2014	Estimated	Supt Req	Board of ED	Town Coun	Adopted 2015/2016
Program: 2610 CUSTODIAL & HOUSEKEEPING											
2610/112/0000	SALARY/NON-CERT-CUSTODIAL 36.0 FTE'S A REDUCTION OF .50 FTE	1,868,366	1,892,041	2,036,293	2,036,293	912,977	2,036,293	1,863,240	0	0	0
								33 FTE INCLUDES FUNDS FOR SUMMER MOVING, OVERTIME AND ADDITIONAL SU			
								MMER HELP			
2610/112/0003	SALARY/NON-CERT-CUSTODIAL	3,266	869	0	0	4,135-	0	22,940	0	0	0
								0.50 FTE - DECOMMISSIONING JPS			
2610/112/0005	SALARY/NON-CERT-CUSTODIAL	8,139	2,723-	0	0	9,272-	0	0	0	0	0
2610/112/0015	SALARY/NON-CERT-CUSTODIAL	120-	815	0	0	285-	0	0	0	0	0
2610/339/0000	PUR SER/OTHER PROF-CUSTOD	336	144	7,960	7,960	0	7,960	7,960	0	0	0
2610/421/0000	GARBAGE-CUSTODIAL OUT TO BID WITH TOWN USE 3%	77,202	71,001	76,999	76,999	32,944	76,999	78,500	0	0	0
2610/421/0003	GARBAGE-CUSTODIAL	0	0	0	0	0	0	2,500	0	0	0
								RENTAL OF DUMPSTERS FOR DECOMMISSIONING JPS			
2610/432/0000	REPAIR/NON-INST-CUSTODIAL	8,216	11,961	6,500	6,500	3,040	6,500	6,650	0	0	0
2610/432/0001	REPAIR/NON-INST-CUSTODIAL	705	0	0	0	0	0	0	0	0	0
2610/433/0000	REPAIR/BLDG/GRD-CUSTODIAL	143	0	0	0	0	1,165	0	0	0	0
2610/433/0001	REPAIR/BLDG/GRD-CUSTODIAL	0	0	0	0	950	0	0	0	0	0
2610/433/0002	REPAIR/BLDG/GRD-CUSTODIAL	0	0	0	0	1,100	0	0	0	0	0
2610/433/0003	REPAIR/BLDG/GRD-CUSTODIAL	0	0	0	0	800	0	0	0	0	0
2610/433/0004	REPAIR/BLDG/GRD-CUSTODIAL	0	0	0	0	20	0	0	0	0	0
2610/433/0005	REPAIR/BLDG/GRD-CUSTODIAL	0	0	0	0	4,500	0	0	0	0	0
2610/433/0006	REPAIR/BLDG/GRD-CUSTODIAL	0	0	0	0	3,130	0	0	0	0	0
2610/580/0000	TRAVEL-CUSTODIAL	391	450	450	450	234	450	450	0	0	0
2610/613/0000	SUPPLIES/MAINT-CUSTODIAL	81,797	119,898	130,260	130,260	103,224	130,260	125,330	0	0	0
2610/613/0001	SUPPLIES/MAINT-CUSTODIAL	10,747	5,681	0	0	799	0	0	0	0	0
2610/613/0002	SUPPLIES/MAINT-CUSTODIAL	8,918	7,883	0	0	0	0	0	0	0	0
2610/613/0003	SUPPLIES/MAINT-CUSTODIAL	10,018	4,136	0	0	169	0	2,500	0	0	0
								SUPPLIES FOR DECOMMISSIONING JPS			
2610/613/0004	SUPPLIES/MAINT-CUSTODIAL	8,706	10,615	0	0	636	0	0	0	0	0
2610/613/0005	SUPPLIES/MAINT-CUSTODIAL	23,037	14,498	0	0	690	0	0	0	0	0
2610/613/0006	SUPPLIES/MAINT-CUSTODIAL	16,418	15,486	0	0	271	0	0	0	0	0
2610/613/0015	SUPPLIES/MAINT-CUSTODIAL	0	391	0	0	0	0	0	0	0	0
2610/733/0000	EQUIP/NON-INST/NEW-CUSTOD	552	518	575	575	0	575	575	0	0	0
2610/734/0000	EQUIP/NON-INST/REPL-CUSTO	2,444	124	625	625	450	625	625	0	0	0
Program Total		2,129,281	2,153,788	2,259,662	2,259,662	1,052,242	2,260,827	2,111,270	0	0	0

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New Milford Board of Education
Comparative Statement of
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Fund 001 - 000 GENERAL FUND

Department 0014 DEPARTMENT OF MAINTENANCE

Func/Obj	Description	GAAP BASIS		BUDGETARY BASIS 2014 - 2015				BUDGET WORKPAPERS 2015 - 2016			
		Actual 2012/2013	Actual 2013/2014	Original 2014/2015	Adjusted 2014/2015	Exp. to Date 12/31/2014	Estimated	Supt Req	Board of ED	Town Coun	Adopted 2015/2016
Program: 2620 MAINTENANCE & REPAIR											
2620/112/0000	SALARY/NON-CERT-MAINTENAN	877,202	859,576	881,205	881,205	393,584	881,205	904,935	0	0	0
15.0 FTE'S A REDUCTION OF .50 FTE											
2620/322/0000	PUR SER/PRO INPROV-MAINT	4,765	4,815	5,590	5,590	0	5,590	5,725	0	0	0
2620/324/0000	PUR SER/STAFF SERV-MAINT	0	1,484	1,725	1,725	0	1,725	1,760	0	0	0
2620/339/0000	PUR SER/OTHER PROF-MAINT	0	586	1,650	1,650	1,533	1,650	1,690	0	0	0
2620/411/0000	WATER-MAINTENANCE	0	0	76,944	76,944	0	76,944	67,870	0	0	0
BASED ON 3 YEAR AVERAGE											
2620/411/0001	WATER-MAINTENANCE	9,680	11,835	0	0	3,366	0	0	0	0	0
2620/411/0002	WATER-MAINTENANCE	4,527	5,899	0	0	1,742	0	0	0	0	0
2620/411/0003	WATER-MAINTENANCE	8,175	9,371	0	0	2,104	0	1,500	0	0	0
2620/411/0004	WATER-MAINTENANCE	10,005	12,080	0	0	2,320	0	0	0	0	0
2620/411/0005	WATER-MAINTENANCE	23,679	30,044	0	0	10,650	0	0	0	0	0
2620/411/0006	WATER-MAINTENANCE	11,361	10,506	0	0	2,961	0	0	0	0	0
2620/411/0015	WATER-MAINTENANCE	1,941	2,561	0	0	861	0	0	0	0	0
2620/412/0000	SEWAGE-MAINTENANCE	13,952-	0	23,789	23,789	0	23,789	15,765	0	0	0
USE 5% INCREASE											
2620/412/0003	SEWAGE-MAINTENANCE	2,324	2,868	0	0	2,980	0	1,500	0	0	0
2620/412/0005	SEWAGE-MAINTENANCE	30,332	15,244	0	0	11,632	0	0	0	0	0
2620/412/0006	SEWAGE-MAINTENANCE	4,944	3,932	0	0	3,508	0	0	0	0	0
2620/412/0015	SEWAGE-MAINTENANCE	628	612	0	0	632	0	0	0	0	0
2620/413/0000	FIRE DISTRICT-MAINTENANCE	1,247	1,448	1,325	1,325	1,207	1,325	1,450	0	0	0
2620/421/0000	GARBAGE-MAINTENANCE	1,105	4,725	4,867	4,867	5,049	4,867	4,988	0	0	0
OUT TO BID WITH TOWN USE 3%											
2620/432/0000	REPAIR/NON-INST-MAINTENAN	35,172	44,489	33,950	33,950	17,237	33,950	34,740	0	0	0
2620/432/0001	REPAIR/NON-INST-MAINTENAN	5,145	0	0	0	0	0	0	0	0	0
2620/432/0004	REPAIR/NON-INST-MAINTENAN	1,493	0	0	0	0	0	0	0	0	0
2620/433/0000	REPAIR/BLDG/GRD-MAINTENAN	54,992	198,086	319,530	319,530	139,456	319,530	331,250	0	0	0
2620/433/0001	REPAIR/BLDG/GRD-MAINTENAN	21,232	4,851	0	0	1,430	0	0	0	0	0
2620/433/0002	REPAIR/BLDG/GRD-MAINTENAN	22,628	5,133	0	0	2,985	0	0	0	0	0
2620/433/0003	REPAIR/BLDG/GRD-MAINTENAN	27,073	7,781	0	0	4,063	0	75,000	0	0	0
10,000 JPS;MOVE GATES, SECURITY EQUIPMENT, FENCES											
65,000 FOR CONTINGENCY FOR DECOMMISSIONING JPS											
2620/433/0004	REPAIR/BLDG/GRD-MAINTENAN	40,584	36,646	0	0	5,144	0	0	0	0	0
2620/433/0005	REPAIR/BLDG/GRD-MAINTENAN	123,019	56,533	0	0	22,898	0	0	0	0	0
2620/433/0006	REPAIR/BLDG/GRD-MAINTENAN	63,492	46,518	0	0	4,440	0	0	0	0	0
2620/433/0014	REPAIR/BLDG/GRD-MAINTENAN	0	1	0	0	0	0	0	0	0	0
2620/433/0015	REPAIR/BLDG/GRD-MAINTENAN	6,917	4,895	0	0	3,000	0	0	0	0	0
2620/442/0000	RENTAL/NON-INST/MAINTENAN	555	536	550	550	0	550	141,600	0	0	0
MOVING EXPENSES FOR ALL SUMMER MOVES											
2620/531/0000	TELEPHONE	12,152	9,883	12,152	12,152	4,823	12,152	12,152	0	0	0
2620/550/0000	PRINTING-MAINTENANCE	122	0	95	95	0	95	225	0	0	0

New Milford Board of Education
Comparative Statement of
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Fund 001 - 000 GENERAL FUND

Department 0014 DEPARTMENT OF MAINTENANCE

Func/Obj	Description	GAAP BASIS		BUDGETARY BASIS 2014 - 2015				BUDGET WORKPAPERS 2015 - 2016			
		Actual 2012/2013	Actual 2013/2014	Original 2014/2015	Adjusted 2014/2015	Exp. to Date 12/31/2014	Estimated	Supt Req	Board of ED	Town Coun	Adopted 2015/2016
								DECOMMISSIONING OF JPS			
2620/625/0005	NATURAL GAS-MAINTENANCE	115,913	137,137	0	0	31,798	0	0	0	0	0
2620/625/0006	NATURAL GAS-MAINTENANCE	65,928	87,849	0	0	21,938	0	0	0	0	0
2620/626/0000	GASOLINE-MAINTENANCE	36,428	32,000	36,430	36,430	12,368	36,430	25,286	0	0	0
								FIXED PRICE OF \$2.69/GALLON FOR 9,400 GALLONS			
2620/733/0000	EQUIP/NON-INST/NEW-MAINT	1,232	2,888	3,010	3,010	1,000	3,010	2,975	0	0	0
2620/734/0000	EQUIP/NON-INST/REPL-MAINT	396	1,712	4,080	4,080	0	4,080	3,800	0	0	0
2620/810/0000	DUES/FEES-MAINTENANCE	2,875	2,604	1,285	1,285	560	1,285	2,100	0	0	0
2620/810/0002	DUES/FEES-MAINTENANCE	1,305	0	0	0	0	0	0	0	0	0
Program Total		2,888,007	3,100,033	3,029,133	3,029,133	1,155,454	3,029,133	3,167,523	0	0	0

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New Milford Board of Education
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Fund 001 - 000 GENERAL FUND

Department 0014 DEPARTMENT OF MAINTENANCE

Func/Obj	Description	GAAP BASIS		BUDGETARY BASIS 2014 - 2015				BUDGET WORKPAPERS 2015 - 2016			
		Actual 2012/2013	Actual 2013/2014	Original 2014/2015	Adjusted 2014/2015	Exp. to Date 12/31/2014	Estimated	Supt Req	Board of ED	Town Coun	Adopted 2015/2016
Program: 2630 BUILDING USE ADMINISTRATION											
2630/339/0000	PUR SER/OTHER PROF-BUILD	2,000	14,425	7,650	7,650	900	7,650	8,250	0	0	0
Program Total		2,000	14,425	7,650	7,650	900	7,650	8,250	0	0	0
Department Total		5,019,288	5,268,246	5,296,445	5,296,445	2,208,596	5,297,610	5,287,043	0	0	0