




TOWN OF TOWNSEND			
FY22 BUDGET - Approved by Resolution 2021- 013			
			
Adopted 5/5/21			
Account Description	FY22 Budget	Adjustment	Revised Budget
General Fund Expenditures:			
Impact Fees: Fire House Impact Fees	22,500.00		22,500.00
Advertising	300.00		300.00
Accounting Audit	25,000.00		25,000.00
BANK FEES PNC OPERATING ACCT	150.00		150.00
BANK FEES PAYROLL ACCOUNT			-
PNC Credit Card Fees and Reward Credits			-
Computer Support	9,800.00		9,800.00
Software Support	18,200.00		18,200.00
Townsend Neighborhood Watch	-		-
DE League of Local Governmts	2,500.00		2,500.00
Decorations & Repairs - Town	2,000.00		2,000.00
Community Relations	1,200.00		1,200.00
Townsend Wildlife Habitat	100.00		100.00
Donations			-
Elections Expense	1,500.00		1,500.00
Maintenance Agreement	2,600.00		2,600.00
Town Insurance (General Liab & Property)	20,000.00		20,000.00
Lawn Service (Town Hall Landscaping)	300.00		300.00
Maintenance: Town Equipment Servicing	1,000.00		1,000.00
Maintenance:Town Hall Cleaning/Pest Crtl	3,500.00		3,500.00
Membership Fees	1,200.00		1,200.00
General Town Hall Expenses	10,000.00		10,000.00
General Maintenance Bldg Expenses	15,000.00		15,000.00
Office Equipment: Miscellaneous	3,000.00		3,000.00
Security System @ 141 Main Street	1,000.00		1,000.00
Security System @ 661 South St	1,000.00		1,000.00
Office Supplies	3,500.00		3,500.00
Flowers & Gifts	500.00		500.00
Police (DSP Extra Duty)	60,000.00		60,000.00
Code Red	2,500.00		2,500.00
Postage & Delivery	2,000.00		2,000.00
Town Merchandise/Uniforms	2,000.00		2,000.00
Board of Adjusment	2,000.00		2,000.00
Charter/Comp Plan Fees	2,000.00		2,000.00
IPA Services	1,000.00		1,000.00
Professional Fees: General Legal	20,000.00		20,000.00
Subscription Fee			-
Training Classes	3,500.00		3,500.00
Travel & Entertainment	2,000.00		2,000.00
Travel & Entertainment: Meals	500.00		500.00
Professional Fees: New Hire/Urgent Care	500.00		500.00

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Miscellaneous Expense	125,825.00	(100,600.00)	25,225.00	Move to Salaries & Utilities
Trash Collection Service - exp	212,000.00		212,000.00	
Utilities - Town Hall: Internet	1,800.00		1,800.00	
Utilities - Town Hall: Electric	2,500.00		2,500.00	
Utilities - Town Hall: Heating Fuel	1,900.00		1,900.00	
Utilities - Town Hall: Sewer fee	200.00		200.00	
Utilities - Town Hall: Telephones	3,400.00		3,400.00	
Utilities - Town Hall: Verizon Wireless	2,800.00		2,800.00	
Utilities - Town Hall: Water	300.00	600.00	900.00	
Utilities - Maint Bldg: Heating Fuel	2,800.00		2,800.00	
Utilities - Maint Bldg: Sewer	300.00		300.00	
Utilities - Maint Bldg: Water	300.00		300.00	
Utilities - Maint Bldg: Electric	600.00		600.00	
Street Lights: 400 Main Street	300.00		300.00	
Street Lights: Townsend Village I	20,400.00		20,400.00	
Street Lights: TVII East (Karins Blvd)	43,200.00		43,200.00	
Street Lights: TVII West (W Founds St)	3,600.00		3,600.00	
Street Lights: Old Town	14,400.00		14,400.00	
Street Lights:Townsend Stn(BrookBramble)	13,200.00		13,200.00	
Administrative Expenditures:	693,675.00	(100,000.00)	593,675.00	
Maintenance: Town Equipment Fuel	1,200.00		1,200.00	
Park Maintenance Expense	10,000.00		10,000.00	
Community Events Expense			-	
Community Events: Movie Night	1,600.00		1,600.00	
Community Events Expense: Veterans Cere			-	
Community Events Expense:Town Fair	3,000.00		3,000.00	
Community Events: Easter Egg Hunt	800.00		800.00	
Community Events: Christmas	100.00		100.00	
Park Expenditures:	16,700.00	0.00	16,700.00	
Professional Fees: General Engineering	45,000.00	(25,000.00)	20,000.00	Move \$25k to WW study
Professional Fees: Studies		44,100.00	44,100.00	WW feasibility study. Estimated cost of project
Professional Fees: Electrical Inspection				
Professional Fees: Code Enf/Inspections	45,000.00		45,000.00	
Professional Fees: Lot Grading Reviews	10,000.00		10,000.00	
Code & Planning Expenditures:	100,000.00	19,100.00	119,100.00	
Municipal Street Aid			-	

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Account Description	FY22 Budget	Adjustment	Revised Budget	
Street Repairs: Maintenance	65,000.00		65,000.00	
Street Repairs: Snow Removal	8,000.00		8,000.00	
Street Repairs: Street Signs	3,000.00		3,000.00	
Street Repairs: Street Sweeping	500.00		500.00	
Street Expenditures:	76,500.00	0.00	76,500.00	
Temporary Help	3,000.00		3,000.00	
Payroll: Salaries & Hourly	346,100.00	168,251.00	514,351.00	Increased \$33,251 for current staff, added \$80k for police chief, \$58k for PW Supervisor and \$42k for Town Clerk/Office staff - new hires only budgeted for 9 months
Payroll: FICA/Medicare - Company match	26,300.00	15,300.00	41,600.00	
Payroll: Group Health Insurance	35,000.00	19,800.00	54,800.00	for 2 additional employees for 6 months (highest medical plan) at 75%
Payroll: Dental Insurance	4,000.00	1,200.00	5,200.00	for 2 additional employees for 6 months (highest dental plan) at 75%
Payroll: SIMPLE IRA	7,000.00	1,400.00	8,400.00	for 2 additional employees for 6 months at 2%. Based on \$58k and \$80k salary
Payroll: Companion Life Insurance	5,900.00	1,500.00	7,400.00	for 2 additional employees for 6 months
Payroll: Workers Compensation Insurance	2,500.00		2,500.00	
PAYROLL: VISION	600.00	300.00	900.00	for 2 additional employees for 6 months (highest visioin plan) at 75%
Payroll: Salaries & Hourly - Christmas B	4,000.00		4,000.00	
Payroll: Payroll Taxes	3,000.00		3,000.00	
Payroll: Payroll/Check Processing	3,000.00		3,000.00	
Payroll: Mileage Reimbursement/Stipend	1,500.00		1,500.00	
ADD PENSION LINE		12,000.00	12,000.00	Need to add approx \$12k. State charges 22% to Town for police pension
Salary Expenditures:	441,900.00	219,751.00	661,651.00	
Vehicle Expenses	-		-	
Capital Expenses	125,400.00	394,444.00	519,844.00	ginn st, renovations (Town Hall/Police Dept), Karins, etc
Capital Expenditures:	125,400.00	394,444.00	519,844.00	
Capital Commitment from FY 2021 Budget, Expended in FY 2022	0.00	(41,895.00)	(41,895.00)	
General Fund Expenditure Total	1,454,175.00	491,400.00	1,945,575.00	
Budget Adopted: 5/5/2021				
* - Town contracted to purchase 2022 Ford Super Duty vehicle May 28, 2021 with FY 2021 budgeted funds. Vehicle was delivered and paid for in FY 2022.				