

2022 ORGANIZATIONAL CHART
MUNICIPAL WORKS

Main Line: 702-1750

CENTRAL GARAGE

Main Line: 702-1750

ENGINEERING

Main Line: 702-1750

FACILITIES MANAGEMENT

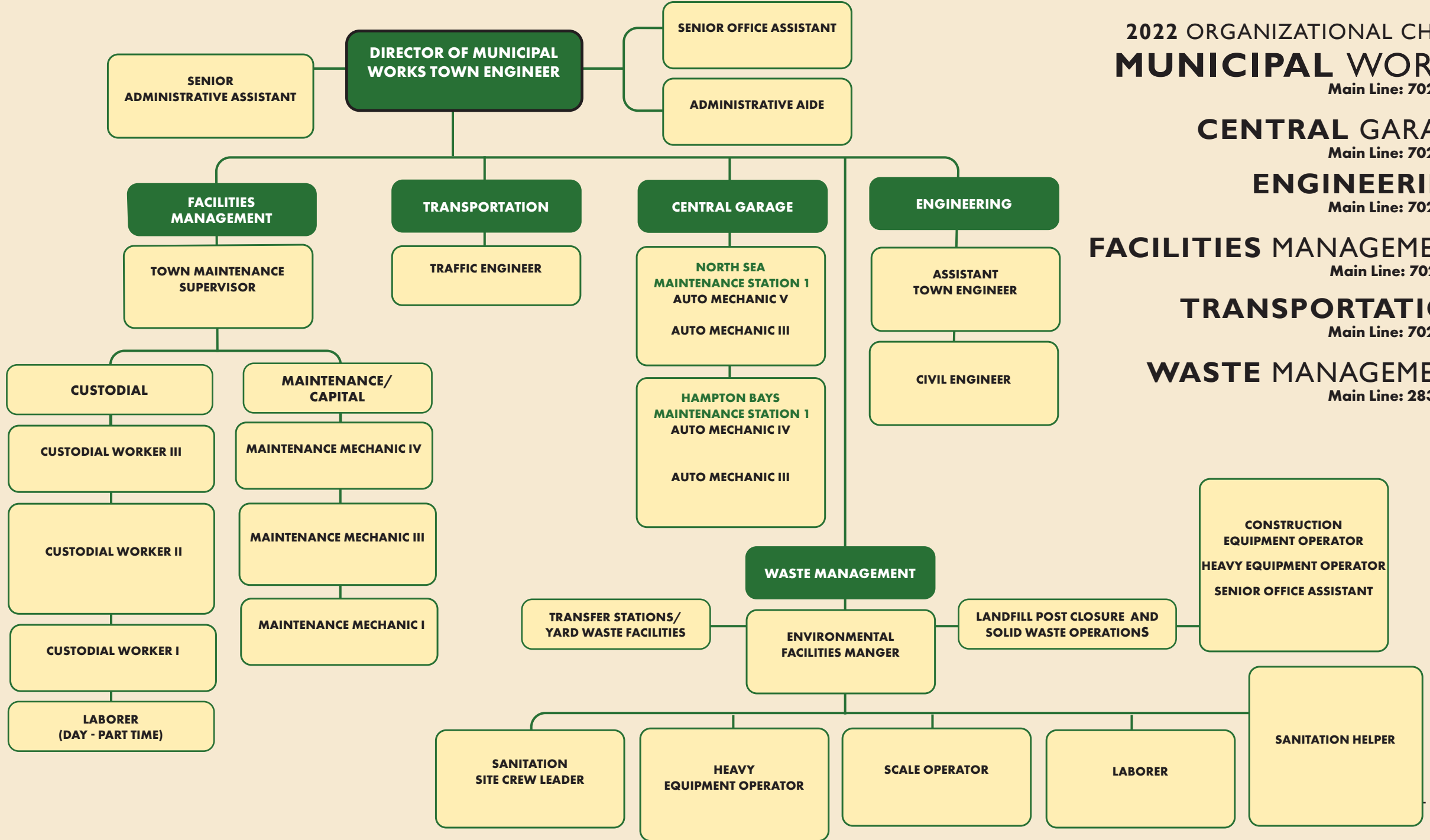
Main Line: 702-1915

TRANSPORTATION

Main Line: 702-1753

WASTE MANAGEMENT

Main Line: 283-5210



MUNICIPAL WORKS ADMINISTRATION - SUMMARY

Department: Municipal Works Administration

Budget Year: 2022

Division: Municipal Works Department

Tax District: Full Town

Cost Center #: 1490

Manager:

NOTES:

Departmental Mission & Responsibilities:

To oversee the Buildings & Facilities, Animal Shelter, Central Garage, Engineering, Post Closure, and Waste Management operations as well as to develop a self sustaining model for Waste Management including processing operations and recycling markets to offset the costs of operation.

Workload:

Promote recycling educational efforts to increase knowledge base of residential and commercial solid waste and recycling. Respond to constituent inquiries, concerns regarding solid waste management, public buildings, and sustainability initiatives. To prepare, execute and implement grants to improve the sustainability of the Town's various programs.

Goals & Objectives:

1. Maintain and improve recycling and waste reduction rates.
2. Improve the cost effectiveness of the Town's recycling programs through marketing and streamlining processing methods.
3. Conduct educational programs on recycling and waste reduction.
4. Maintain the Electronics Waste Recycling Program.
5. Continue to minimize taxpayer burden by seeking funding and support through sources other than Town taxes.

Legal Authority:

Established pursuant to Southampton Town Board resolution.

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Municipal Works Department													
Municipal Works Admin													
Municipal Works Administration - 1490													
Capital Project Coordinator - Requested	ADMINISTRATIVE	120,000	0	0	120,000	28,860	8,369	15,483	919	53,631	173,631		100.0
Town Engineer (Environmental Facilities)	ADMINISTRATIVE	147,500	5,900	0	153,400	29,724	8,855	19,790	1,146	59,514	212,914	10.7	100.0
Administrative Aide	ADMINSUPPORT	54,060	1,082	0	55,142	28,860	4,235	7,114	428	40,637	95,779	7.1	100.0
Senior Administrative Assistant	ADMINSUPPORT	72,500	3,625	0	76,125	29,724	5,846	9,820	575	45,965	122,090	13.8	100.0
Senior Office Assistant	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - D / Step 1	51,730	2,069	0	53,799	28,860	4,132	6,940	413	40,346	94,145	5.8	100.0
Total Municipal Works Administration - 1490		445,790	12,676	0	458,466	146,028	31,437	59,148	3,481	240,094	698,560		

NOTES:

Town of Southampton

2022 Adopted Budget

Municipal Works Administration - 1490

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Difference	2022 Adopted / 2021 % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
Real Property Taxes:																
1001	Property Taxes	523,045	523,045	541,666	525,221	440,391	721,566	726,110	720,114	720,114	194,893	37.11%	726,105	731,308	731,308	731,308
	Total Real Property Taxes	523,045	523,045	541,666	525,221	440,391	721,566	726,110	720,114	720,114	194,893	37.11%	726,105	731,308	731,308	731,308
	Total Revenue	523,045	523,045	541,666	525,221	440,391	721,566	726,110	720,114	720,114	194,893	37.11%	726,105	731,308	731,308	731,308
Salaries:																
6100	Salaries	305,333	305,328	313,388	306,792	256,990	442,188	445,790	445,790	445,790	(138,998)	(45.31%)	451,385	455,509	455,509	455,509
6101	Overtime	0	0	0	500	322	0	0	0	0	500	100.00%	0	0	0	0
6110	Longevity	7,898	7,952	8,172	8,172	5,771	12,532	12,676	12,676	12,676	(4,504)	(55.12%)	12,585	12,750	12,750	12,750
	Total Salaries	313,231	313,280	321,560	315,464	263,083	454,720	458,466	458,466	458,466	(143,002)	(45.33%)	463,970	468,258	468,258	468,258
Employee Benefits - Current:																
6810	Employee Retirement - Active	40,327	40,245	46,645	46,809	37,590	58,665	59,148	53,152	53,152	(6,343)	(13.55%)	59,858	60,411	60,411	60,411
6830	FICA Tax Expenditure	21,854	22,532	22,220	18,340	19,022	31,149	31,437	31,437	31,437	(13,097)	(71.41%)	31,527	31,856	31,856	31,856
6835	MTA Tax	1,094	1,018	1,132	926	812	1,552	1,565	1,565	1,565	(639)	(69.01%)	1,584	1,598	1,598	1,598
6840	Worker's Compensation	8,613	6,637	11,383	11,388	8,873	1,813	1,828	1,828	1,828	9,560	83.95%	1,851	1,868	1,868	1,868
6860	Medical Insurance - Active Employees	110,136	104,125	110,136	105,136	88,854	138,168	138,168	138,168	138,168	(33,032)	(31.42%)	138,168	138,168	138,168	138,168
6865	Dental & Optical	5,520	5,501	5,520	5,520	4,809	7,860	7,860	7,860	7,860	(2,340)	(42.39%)	7,860	7,860	7,860	7,860
6875	Disability	70	41	70	70	22	88	88	88	88	(19)	(26.72%)	88	88	88	88
	Total Employee Benefits - Current	187,614	180,099	197,106	188,189	159,981	239,295	240,094	234,098	234,098	(45,909)	(24.40%)	240,935	241,849	241,849	241,849
	Total Employee Costs	500,845	493,379	518,666	503,653	423,064	694,016	698,560	692,564	692,564	(188,911)	(37.51%)	704,905	710,108	710,108	710,108
Contractual:																
6403	Gasoline	5,000	1,626	5,100	4,700	2,510	5,600	5,600	5,600	5,600	(900)	(19.14%)	5,000	5,000	5,000	5,000
6411	Printing and Stationery	1,000	0	500	500	0	1,000	1,000	1,000	1,000	(500)	(100.00%)	1,000	1,000	1,000	1,000
6412	Publications	1,000	0	500	500	0	500	500	500	500	0	0.00%	1,000	1,000	1,000	1,000
6416	Travel, Dues and Related	1,900	0	1,000	1,000	316	2,000	2,000	2,000	2,000	(1,000)	(100.00%)	1,600	1,600	1,600	1,600
6418	Uniforms	200	0	200	200	30	250	250	250	250	(50)	(25.00%)	0	0	0	0
6421	Legal Notices	2,000	0	2,000	2,000	0	2,000	2,000	2,000	2,000	0	0.00%	1,000	1,000	1,000	1,000
6425	Office Supplies	500	115	500	500	0	500	500	500	500	0	0.00%	500	500	500	500
6441	Diesel Fuel	0	169	500	500	206	500	500	500	500	0	0.00%	500	500	500	500
6444	Mileage Reimbursement	1,000	576	600	1,000	729	600	600	600	600	400	40.00%	1,000	1,000	1,000	1,000
6450	Schools & Training	2,500	300	2,000	2,000	0	2,000	2,000	2,000	2,000	0	0.00%	2,500	2,500	2,500	2,500
6477	Copier Leases	2,100	1,209	2,600	2,600	2,142	2,600	2,600	2,600	2,600	0	0.00%	2,100	2,100	2,100	2,100
6490	Consultants	5,000	1,200	7,500	6,068	0	10,000	10,000	10,000	10,000	(3,932)	(64.80%)	5,000	5,000	5,000	5,000
	Total Contractual	22,200	5,195	23,000	21,568	5,933	27,550	27,550	27,550	27,550	(5,982)	(27.73%)	21,200	21,200	21,200	21,200
	Total Expenditures	523,045	498,574	541,666	525,221	428,997	721,566	726,110	720,114	720,114	(194,893)	(37.11%)	726,105	731,308	731,308	731,308
	Net Surplus (Deficit)	0	24,471	0	0	11,394	0	0	0	0			0	0	0	0

SUSTAINABILITY - SUMMARY

Department: Town-Wide Sustainability

Budget Year: 2022

Division: Municipal Works Department

Tax District: Full Town

Cost Center #: 6310

Manager:

NOTES:

Departmental Mission & Responsibilities:

To provide avenues by which the Town may set sustainable priorities via suggestions or recommended actions to consider with mechanisms for measuring success. To promote, educate and explore opportunities through the Sustainability Plan amendment of the 400+ Plan for the residents of the Town to be more sustainable within our environment and provide home and business efficiency opportunities.

Workload:

To work along side the Sustainability Committee to provide educational content to be used in presentation and printed documents for the purposes of progressing the mission.

Goals & Objectives:

Education and Outreach in the areas of

Solid Waste, waste reduction and recycling

Clean Water - Stormwater Education, Advanced Alternative Sanitary Systems, Larger Cluster Systems.

Energy - Provide utility and manufacturer rebate opportunity information; provide updates on current topics relating to utility; Home Efficiency Program and Electric Vehicle Charging Station Education.

Transportation - South Fork Commuter Connection; Bike Share Program

Green Building - Commercial applications of technology

Legal Authority:

Town of Southampton

2022 Adopted Budget

Town-Wide Sustainability - 6310

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 Amended % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
	Real Property Taxes:															
1001	Property Taxes	25,000	25,000	25,000	25,000	25,000	25,000	5,000	5,000	5,000	(20,000)	(80.00%)	7,000	7,000	7,000	7,000
	Total Real Property Taxes	25,000	25,000	25,000	25,000	25,000	25,000	5,000	5,000	5,000	(20,000)	(80.00%)	7,000	7,000	7,000	7,000
	Total Revenue	25,000	25,000	25,000	25,000	25,000	25,000	5,000	5,000	5,000	(20,000)	(80.00%)	7,000	7,000	7,000	7,000
	Total Employee Costs										0	0.00%				
	Contractual:															
6401	Contracts	20,000	499	20,000	20,000	12,929	20,000	4,000	4,000	4,000	16,000	80.00%	2,000	2,000	2,000	2,000
6411	Printing and Stationery	5,000	0	5,000	5,000	0	5,000	1,000	1,000	1,000	4,000	80.00%	5,000	5,000	5,000	5,000
	Total Contractual	25,000	499	25,000	25,000	12,929	25,000	5,000	5,000	5,000	20,000	80.00%	7,000	7,000	7,000	7,000
	Total Expenditures	25,000	499	25,000	25,000	12,929	25,000	5,000	5,000	5,000	20,000	80.00%	7,000	7,000	7,000	7,000
	Net Surplus (Deficit)	0	24,501	0	0	12,071	0	0	0	0			0	0	0	0

BUILDING MAINTENANCE AND FACILITY MANAGEMENT - SUMMARY

Department: Building Maintenance and Facility Management

Budget Year: 2022

Division: Municipal Works Department

Tax District: Full Town

Cost Center #: 1620

Manager: Peter Gaudiello

NOTES:

Departmental Mission & Responsibilities:

The mission of the Division of Building Maintenance is to maintain and enhance the operation, appearance, cleanliness, and functionality of Town-owned buildings and facilities.

Workload:

Building Maintenance oversees and maintains Town-owned buildings; evaluates and oversees both minor and major repairs to the physical plant and systems of Town buildings, both in response to existing problems or issues, as well as proactively (to anticipate and prevent issues or problems in the future); researches and develops proposals and cost estimates to address existing building or building system issues, or in response to requested or required improvements to facilities; evaluates building equipment and/or systems for repair or replacement needs, develops cost estimates for alternative scenarios and approaches; provides technical support and advice to the Town Board with respect to building maintenance, repair, renovation, or restoration efforts; acts as liaison between the Town and construction management firms, contractors, engineers and other professionals working on various capital projects; assists other departments and divisions with support from the Buildings Maintenance staff, to assist with on going projects, make requested repairs, or perform certain tasks utilizing in-house labor to save costs; provides support for other departments or agencies with advice or assistance in building maintenance; assists in the development of plans and recommendations to the Town Board in response to the facility and space related needs of employees, partner nonprofit organizations, and the public; provides high quality janitorial services; and works to make available ongoing training and development opportunities for all Buildings Maintenance personnel.

Goals & Objectives:

1. Work with the Engineering Division to move forward with the design and installation of a new heating, ventilation, and air conditioning system for Town Hall.
2. Work with the Engineering Division to move forward with the replacement of the elevator at Southampton Town Hall.
3. Work with the Work Place Violence Committee to improve

Legal Authority:

Established pursuant to Southampton Town Board resolution.

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Municipal Works Department													
Buildings & Facilities													
Building Maintenance and Facility Management - 1620													
Town Maintenance Supervisor	ADMINISTRATIVE	100,000	5,000	0	105,000	29,724	8,189	13,888	3,465	55,266	160,266	16.2	100.0
Custodial Worker I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - A / Step 2	41,061	0	0	41,061	28,860	3,267	5,487	1,805	39,419	80,480	0.7	100.0
Custodial Worker I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - A / Step 5	42,856	4,286	321	47,463	13,536	3,762	6,319	1,899	25,516	72,979		100.0
Custodial Worker II	CSEA40HOUR-NEW / CSEA40HOUR - 7-1-2010 - C / Step 3	49,360	0	6,062	55,422	1,572	4,391	7,375	2,187	15,526	70,948	4.9	100.0
Custodial Worker II	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 2	48,661	1,946	0	50,607	13,536	4,020	6,753	2,143	26,452	77,060	7.1	100.0
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 2	48,661	0	0	48,661	13,536	3,837	6,446	1,687	25,506	74,166	2.6	100.0
Maintenance Mechanic I - Vacant	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 5	50,759	0	0	50,759	28,860	4,038	6,783	2,227	41,909	92,669		100.0
Custodial Worker II	CSEA40HOUR-NEW / CSEA40HOUR-NEW - C / Step 6	52,576	5,258	0	57,833	14,868	4,585	7,702	2,324	29,479	87,313	21.1	100.0
Custodial Worker II	CSEA40HOUR-NEW / CSEA40HOUR-NEW - C / Step 6	52,576	5,258	0	57,833	28,860	4,585	7,702	2,324	43,471	101,305	21.4	100.0
Custodial Worker II	CSEA40HOUR-NEW / CSEA40HOUR-NEW - C / Step 6	52,576	4,206	0	56,782	14,868	4,505	7,567	2,321	29,260	86,042	19.3	100.0
Custodial Worker III	CSEA40HOUR-NEW / CSEA40HOUR-NEW - E / Step 3	57,900	4,632	431	62,963	14,868	4,994	8,388	2,556	30,806	93,769	19.4	100.0
Maintenance Mechanic III	CSEA40HOUR-NEW / CSEA40HOUR-NEW - G / Step 6	69,071	5,526	6,062	80,659	1,572	6,333	10,638	2,427	20,970	101,628	15.4	100.0
Maintenance Mechanic III	CSEA40HOUR-NEW / CSEA40HOUR-NEW - G / Step 6	69,071	6,907	0	75,978	28,860	5,975	10,037	2,411	47,282	123,260	21.4	100.0
Maintenance Mechanic II	CSEA40HOUR-OLD / CSEA40HOUR-OLD - 05 / Step 6	68,841	6,884	0	75,726	14,868	5,955	10,003	2,403	33,229	108,955	25.8	100.0

NOTES:

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Municipal Works Department													
Buildings & Facilities													
Maintenance Mechanic IV	CSEA40HOUR-OLD / CSEA40HOUOLD - 13 / Step 6	84,815	8,481	0	93,296	28,860	7,337	12,324	2,956	51,477	144,773	23.3	100.0
Custodial Aide	PART-TIME	8,490	0	0	8,490	0	675	0	387	1,063	9,552		100.0
Custodial Worker I	PART-TIME	14,566	0	0	14,566	0	1,159	0	652	1,811	16,376		100.0
Custodial Worker I	PART-TIME	14,566	0	0	14,566	0	1,159	0	652	1,811	16,376		100.0
Custodial Worker I	PART-TIME	8,659	0	0	8,659	0	689	0	395	1,084	9,743		100.0
Custodial Worker I	PART-TIME	12,383	0	0	12,383	0	985	0	557	1,542	13,925		100.0
Laborer	PART-TIME	8,443	0	0	8,443	0	672	0	385	1,057	9,500		100.0
Total Building Maintenance and Facility Management - 1620		955,890	58,384	12,876	1,027,150	277,248	81,113	127,413	38,162	523,936	1,551,086		

NOTES:

ANIMAL SHELTER - SUMMARY

Department: Animal Shelter

Budget Year: 2022

Division: Municipal Works Department

Tax District: Full Town

Cost Center #: 3510

Manager:

NOTES:

Departmental Mission & Responsibilities:

The 2010 Budget reflected the privatization of shelter operations and the transfer of staffing insofar as such was funded by the Town.

The mission is to maintain an animal shelter and adoption facility that addresses the needs of the animals, provides programs for enrichment and behavior modification through privatization and in coordination with the Town's Animal Shelter Supervisor.

Workload:

The privatized facility is tasked with providing animal sheltering and adoption services to Town residents.

Goals & Objectives:

The 2010 Budget directed that the Town of Southampton discontinue municipal shelter operations, and instead, function as a landlord, offering the site to an operator/tenant through privatization. Pursuant to Town Board Resolution 2009-1313, the Southampton Animal Shelter Foundation was awarded the contract to privatize the animal shelter. Under such agreement, the Animal Shelter Supervisor is charged with coordination of the Town's obligations and serves as the point of contact for the contract agency. The contract was renewed by Resolution 2015-789 for an additional five years, expiring in 2020.

Legal Authority:

Pursuant to Town Board Resolution 2009-1313, the Southampton Animal Shelter Foundation was awarded the contract to privatize the animal shelter.

Town of Southampton

2022 Adopted Budget

Animal Shelter - 3510

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 Amended % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
	Real Property Taxes:															
1001	Property Taxes	433,600	433,600	432,600	432,600	432,600	438,600	438,600	438,600	438,600	6,000	1.39%	441,600	441,600	441,600	441,600
	Total Real Property Taxes	433,600	433,600	432,600	432,600	432,600	438,600	438,600	438,600	438,600	6,000	1.39%	441,600	441,600	441,600	441,600
	Total Revenue	433,600	433,600	432,600	432,600	432,600	438,600	438,600	438,600	438,600	6,000	1.39%	441,600	441,600	441,600	441,600
	Total Employee Costs										0	0.00%				
	Contractual:															
6401	Contracts	307,600	313,440	325,600	325,600	309,224	331,600	331,600	331,600	331,600	(6,000)	(1.84%)	331,600	331,600	331,600	331,600
6404	Electric	65,000	53,563	55,000	55,000	40,675	55,000	55,000	55,000	55,000	0	0.00%	57,000	57,000	57,000	57,000
6405	Fuel Oil	40,000	17,362	30,000	30,000	13,474	30,000	30,000	30,000	30,000	0	0.00%	31,000	31,000	31,000	31,000
6407	Repair Building	14,000	16,007	15,000	15,000	13,000	15,000	15,000	15,000	15,000	0	0.00%	15,000	15,000	15,000	15,000
6420	Other	7,000	0	7,000	7,000	0	7,000	7,000	7,000	7,000	0	0.00%	7,000	7,000	7,000	7,000
	Total Contractual	433,600	400,371	432,600	432,600	376,373	438,600	438,600	438,600	438,600	(6,000)	(1.39%)	441,600	441,600	441,600	441,600
	Total Expenditures	433,600	400,371	432,600	432,600	376,373	438,600	438,600	438,600	438,600	(6,000)	(1.39%)	441,600	441,600	441,600	441,600
	Net Surplus (Deficit)	0	33,229	0	0	56,227	0	0	0	0			0	0	0	0

CENTRAL GARAGE - SUMMARY

Department: Central Garage

Budget Year: 2022

Division: Municipal Works Department

Tax District: Full Town

Cost Center #: 1640

Manager:

NOTES:

Departmental Mission & Responsibilities:

The Central Garage and North Sea Garage are full service vehicle repair garages created with specific task of repair, service and maintenance of Town-owned passenger vehicles land light duty trucks, law enforcement vehicles, diesel vehicles and heavy equipment. The responsibilities of the Garages includes the repair, service, maintenance and preventive maintenance of vehicles owned/operated by the Southampton Town Governmental agencies, excluding the Highway Department.

Workload:

The specific workload includes the following major areas:

Repairs and installations of equipment:

Removal and replacement of rear axle assemblies and four wheel drive transfer cases

Minor body and fender work

Air conditioning repairs

Tire service and repair

New York State Inspections

Routine tune ups and oil changes, etc.

Electrical & computer system repairs

Police vehicle conversion to include installation of lights, sirens and decals

Minor engine repairs

Removal/replacement of automatic transmissions & various other equipment

Towing and Impounds:

Central Garage operates two (2) tow vehicles to assist the police department in removing abandoned vehicles, criminal investigations involving motor vehicles and towing of police/governmental vehicles experiencing mechanical difficulty.

Goals & Objectives:

To continue the mechanical repairs on the many Town-owned vehicles.

Legal Authority:

Established pursuant to Town Law.

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Municipal Works Department													
Town Engineer													
Central Garage - 1640													
Automotive Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 3	64,843	0	0	64,843	28,860	5,309	8,917	4,806	47,891	112,734	2.4	100.0
Automotive Mechanic V	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - L / Step 6	87,821	0	6,062	93,883	28,860	7,654	12,856	6,523	55,893	149,776	3.2	100.0
Automotive Mechanic III	CSEA40HOUR-NEW / CSEA40HOUR-NEW - G / Step 6	69,071	6,907	0	75,978	28,860	6,183	10,386	5,141	50,571	126,549	20.5	100.0
Automotive Mechanic III	CSEA40HOUR-OLD / CSEA40HOUR-OLD - 09 / Step 6	74,124	7,412	0	81,536	28,860	6,636	11,146	5,516	52,158	133,694	25.4	100.0
Automotive Mechanic IV	CSEA40HOUR-OLD / CSEA40HOUOLD - 13 / Step 6	84,815	8,795	1,477	95,086	31,884	7,969	13,386	6,326	59,565	154,651	32.2	100.0
Automotive Mechanic IV	CSEA40HOUR-OLD / CSEA40HOUOLD - 13 / Step 6	84,815	8,481	2,141	95,437	31,884	7,756	13,029	6,316	58,986	154,423	33.1	100.0
Total Central Garage - 1640		465,488	31,596	9,680	506,764	179,208	41,507	69,721	34,628	325,063	831,827		

NOTES:

Town of Southampton

2022 Adopted Budget

Central Garage - 1640

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 Amended % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
Real Property Taxes:																
1001	Property Taxes	1,051,202	1,051,202	1,067,482	1,067,482	1,067,482	1,103,924	1,103,924	1,096,857	1,096,857	29,375	2.75%	1,091,157	1,091,157	1,091,157	1,091,157
	Total Real Property Taxes	1,051,202	1,051,202	1,067,482	1,067,482	1,067,482	1,103,924	1,103,924	1,096,857	1,096,857	29,375	2.75%	1,091,157	1,091,157	1,091,157	1,091,157
Other Revenue:																
2701	Miscellaneous Tax Receipts	0	0	0	0	110	0	0	0	0	0	0.00%	0	0	0	0
	Total Other Revenue	0	0	0	0	110	0	0	0	0	0	0.00%	0	0	0	0
	Total Revenue	1,051,202	1,051,202	1,067,482	1,067,482	1,067,592	1,103,924	1,103,924	1,096,857	1,096,857	29,375	2.75%	1,091,157	1,091,157	1,091,157	1,091,157
Salaries:																
6100	Salaries	445,209	444,381	457,407	457,407	367,269	468,620	468,620	468,620	468,620	(11,213)	(2.45%)	480,125	480,125	480,125	480,125
6101	Overtime	5,000	2,149	4,000	4,000	1,840	5,000	5,000	5,000	5,000	(1,000)	(25.00%)	7,000	7,000	7,000	7,000
6103	Accumulated Sick/Personal Days	2,892	0	4,177	4,177	0	3,618	3,618	3,618	3,618	559	13.38%	3,618	3,618	3,618	3,618
6110	Longevity	29,097	28,848	29,626	29,626	0	31,596	31,596	31,596	31,596	(1,970)	(6.65%)	32,220	32,220	32,220	32,220
6127	Cash in Lieu of Health Benefits	0	5,730	6,023	6,023	2,943	6,062	6,062	6,062	6,062	(39)	(0.65%)	6,062	6,062	6,062	6,062
	Total Salaries	482,198	481,107	501,233	501,233	372,051	514,896	514,896	514,896	514,896	(13,663)	(2.73%)	529,025	529,025	529,025	529,025
Employee Benefits - Current:																
6810	Employee Retirement - Active	65,952	65,819	74,754	74,754	60,242	69,721	69,721	62,654	62,654	12,100	16.19%	71,383	71,383	71,383	71,383
6830	FICA Tax Expenditure	40,616	36,276	41,168	41,168	28,021	41,857	41,857	41,857	41,857	(688)	(1.67%)	42,847	42,847	42,847	42,847
6835	MTA Tax	1,805	1,612	1,829	1,829	1,183	1,860	1,860	1,860	1,860	(31)	(1.67%)	1,904	1,904	1,904	1,904
6840	Worker's Compensation	49,159	37,878	36,342	36,342	28,329	32,677	32,677	32,677	32,677	3,665	10.08%	33,485	33,485	33,485	33,485
6860	Medical Insurance - Active Employees	168,672	119,005	168,672	168,672	100,924	169,776	169,776	169,776	169,776	(1,104)	(0.65%)	169,776	169,776	169,776	169,776
6865	Dental & Optical	8,280	8,217	8,280	8,280	7,023	9,432	9,432	9,432	9,432	(1,152)	(13.91%)	9,432	9,432	9,432	9,432
6875	Disability	104	0	104	104	2	106	106	106	106	(1)	(1.38%)	106	106	106	106
	Total Employee Benefits - Current	334,589	268,806	331,150	331,150	225,723	325,428	325,428	318,361	318,361	12,788	3.86%	328,932	328,932	328,932	328,932
	Total Employee Costs	816,786	749,914	832,382	832,382	597,775	840,324	840,324	833,257	833,257	(875)	(0.11%)	857,957	857,957	857,957	857,957
Equipment:																
6200	Equipment	0	0	0	0	0	14,000	14,000	14,000	14,000	(14,000)	(100.00%)	0	0	0	0
	Total Equipment	0	0	0	0	0	14,000	14,000	14,000	14,000	(14,000)	(100.00%)	0	0	0	0
Contractual:																
6401	Contracts	10,200	7,681	7,500	7,500	3,915	13,200	13,200	13,200	13,200	(5,700)	(76.00%)	9,700	9,700	9,700	9,700
6403	Gasoline	100	0	0	0	0	100	100	100	100	(100)	(100.00%)	100	100	100	100
6404	Electric	5,500	7,038	7,200	7,200	4,635	7,200	7,200	7,200	7,200	0	0.00%	5,500	5,500	5,500	5,500
6405	Fuel Oil	6,500	1,735	5,500	5,500	2,327	5,500	5,500	5,500	5,500	0	0.00%	6,500	6,500	6,500	6,500
6406	Repair Equipment	5,000	1,320	4,000	2,500	0	3,000	3,000	3,000	3,000	(500)	(20.00%)	5,000	5,000	5,000	5,000
6407	Repair Building	7,000	21	4,500	4,500	2,571	4,500	4,500	4,500	4,500	0	0.00%	3,000	3,000	3,000	3,000
6408	Repair Vehicle	100,000	72,557	105,000	98,500	67,593	108,000	108,000	108,000	108,000	(9,500)	(9.64%)	120,000	120,000	120,000	120,000
6420	Other	1,950	353	1,000	1,000	529	1,000	1,000	1,000	1,000	0	0.00%	1,900	1,900	1,900	1,900
6423	Small Equipment (Non-Capital)	2,040	1,662	1,800	1,800	1,744	2,500	2,500	2,500	2,500	(700)	(38.89%)	5,000	5,000	5,000	5,000
6425	Office Supplies	0	0	100	100	51	0	0	0	0	100	100.00%	0	0	0	0
6426	Supplies - Other	6,500	2,032	4,500	4,500	751	5,000	5,000	5,000	5,000	(500)	(11.11%)	5,000	5,000	5,000	5,000
6485	Uniform Cleaning	6,000	2,037	2,000	2,500	1,260	2,600	2,600	2,600	2,600	(100)	(4.00%)	6,000	6,000	6,000	6,000
6491	Tires	63,125	62,117	66,000	72,000	60,391	71,000	71,000	71,000	71,000	1,000	1.39%	50,500	50,500	50,500	50,500

Town of Southampton
2022 Adopted Budget
Central Garage - 1640

Account Code	Description	2020	2020	2021	2021	2021	2022		2022	2022	2022	2022	2023	2023	2023	2023
		Adopted Budget	Actual	Adopted Budget	Amended Budget	Dec YTD Actual	Requested Budget	Tentative Budget	Preliminary Budget	Adopted Budget	Adopted / 2021 Amended Difference	Adopted / 2021 % of Change	Requested Budget	Tentative Budget	Preliminary Budget	Adopted Budget
6492	Lube Oil	20,500	21,309	26,000	27,500	17,809	26,000	26,000	26,000	26,000	1,500	5.45%	15,000	15,000	15,000	15,000
	Total Contractual	234,415	179,862	235,100	235,100	163,575	249,600	249,600	249,600	249,600	(14,500)	(6.17%)	233,200	233,200	233,200	233,200
	Total Expenditures	1,051,202	929,776	1,067,482	1,067,482	761,350	1,103,924	1,103,924	1,096,857	1,096,857	(29,375)	(2.75%)	1,091,157	1,091,157	1,091,157	1,091,157
	Net Surplus (Deficit)	0	121,426	0	0	306,242	0	0	0	0			0	0	0	0

INTERMODAL TRANSPORTION & TRAFFIC SAFETY DIVISION - SUMMARY

Department: Intermodal Transportation & Traffic Safety Division

Budget Year: 2022

Division: Municipal Works Department

Tax District: Full Town

Cost Center #: 3310

Manager:

NOTES:

Departmental Mission & Responsibilities:

Intermodal Transportation Mission & Responsibilities:

The mission of the Intermodal Transportation portion of this division is to advocate for and facilitate the improvement of public transportation and Human Service transportation opportunities; and to advocate for and facilitate improvements to the roadway system to optimize the safe and efficient flow of people and goods through both motorized and non-motorized forms of transportation. The roadway system includes related infrastructure such as sidewalks, bike lanes, etc.

To accomplish this mission, this office is responsible for working with the Town Board, elected and appointed officials at all levels of government, outside agencies, Town departments, the Town Transportation Commission, the Town Planning Board and members of the public to determine areas of concern or opportunity. Then, working with the appropriate parties, develop solutions which will address Town goals, concerns and opportunities.

Traffic Safety Mission & Responsibilities:

The mission of the Traffic Safety portion of this division is to ensure existing Town traffic safety devices operate properly and are maintained in a state of good repair, and to address public/traffic safety concerns, identified by this office or others, through evaluation of identified issues and development of appropriate responses to these concerns.

This office is responsible for achieving this mission through implementation of initiatives and administrative procedures within this office and by working closely with various Town Departments (primarily Highway and Police), the Town Transportation Commission, the Town Board, members of the public, outside consultants and outside agencies, including New York State Department of Transportation (NYS DOT) and Suffolk County Department of Public Works (SCDPW).

Fleet Management Mission & Responsibilities:

The Mission of Fleet Management is to review the existing fleet infrastructure, vehicles, fueling stations, maintenance protocols and develop a plan to right size the Town's Fleet by Rotation, Reduction and modernization with upgraded fueling stations, and alternative energy vehicles to reduce energy consumption and emissions. To ensure regulatory compliance, maintenance and fueling needs of a new more fuel efficient and alternative fueling infrastructure.

Workload:

Intermodal Transportation Workload:

1. Represent the Town on various transportation oriented community and advocacy groups, task forces and forums including, but not limited to: Town Transportation Commission, Private Roads Committee, Biking Committee, Sustainability Committee, East End Transportation Council; or as part of various planning studies facilitated by the Department of Land Management.

Department Summary

Department: Intermodal Transportation & Traffic Safety Division

Budget Year: 2022
Division: Municipal Works Department
Tax District: Full Town

Cost Center #: 3310
Manager:

NOTES:

2. Assist the Town Board, Transportation Commission, Department of Land Management and other Town Departments with development and implementation of various transportation studies, plans and projects, including recommendations to engage the services of consultants, as needed.
3. Coordinate with other jurisdictions, including, but not limited to the New York State Department of Transportation (NYS DOT), Suffolk County Department of Public Works (SCDPW), Suffolk County Transit, the Long Island Rail Road, other Towns and Villages.
4. Work with agencies, departments, community groups and the private sector to facilitate greater public/private cooperation to improve transit operations within the Town's Intermodal Transportation network.
5. In cooperation with the Town Department of Land Management, review all matters pertaining to transportation arising within or referred to the divisions of the Department of Land Management.
6. At the direction of the Town Board, serve as the project management lead on regional/inter-municipal transportation/land use studies and projects.
7. Progress Fleet Management objectives to facilitate more efficient policies and procedures regarding fueling, maintenance and procurement and rotation.

Traffic Safety Workload:

1. The Traffic Safety portion of the Intermodal Transportation Division is responsible for management of contractual obligations and service related to the proper operation of over fifty (50) electronic traffic control devices throughout the Town, utilizing an outside contractor.
2. The Traffic Safety office coordinates various permit and legal matters involving the installation or upgrade of signals and coordinates technical issues (such as signal timing) for both Town maintained devices, as well as those operated by Suffolk County or the New York State Department of Transportation (NYS DOT).
3. Development of programs or projects in support of public/traffic safety is an ongoing effort. This can range from addressing site specific concerns to broader strategies.
4. This office coordinates with the Police Department for the evaluation of traffic safety related issues and facilitates Police involvement in proactive traffic calming programs.
5. This office is responsible for facilitating or directly implementing traffic safety related plans/recommendations. These can range from changes in Town Vehicle and Traffic regulations, which require Town Board approval, to enforcement coordination involving the Police Department. Also, this Division facilitates roadway infrastructure or signage related improvements, which require Highway Department implementation.

Department Summary

Department: Intermodal Transportation & Traffic Safety Division

Budget Year: 2022
Division: Municipal Works Department
Tax District: Full Town

Cost Center #: 3310
Manager:

NOTES:

6. This office is responsible for drafting Town Code amendments to Chapter 312 (Vehicle & Traffic Law) for review by the Town Attorney and potential approval by the Town Board, as well as, presenting of information relevant to the proposed change at the Public Hearing for the amendment.

Goals & Objectives:

Intermodal Transportation and Traffic Safety Goals & Objectives:

1. To provide services to the Town to implement past studies recommendations as development continues.
2. Continue to implement bike land and route recommendations with the Town Highway Department, New York State Department of Transportation (NYSDOT), and Suffolk County Department of Public Works (SCDPW).
3. Advocate for installation of additional bus shelters within the Town and advocate for additional bus routes and trips, working with the Transportation Commission, Suffolk County Transit and the NYSDOT.
4. Continue efforts, to develop proactive traffic calming, broad consensus on possible "low impact" solutions to traffic congestion/traffic flow issues in key corridors.
5. Continue to work with stake holders to advocate and plan for public safety/traffic safety improvements through infrastructure improvements designed to calm traffic; and safety awareness and education programs.

Legal Authority:

Established by a 2004 Town Board resolution and through the 2005 Operating Budget.

Town of Southampton

2022 Adopted Budget

Intermodal Transportation & Traffic Safety Division - 3310

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 Amended % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget	
Real Property Taxes:																	
1001	Property Taxes	308,375	308,375	164,453	88,715	88,715	188,460	188,460	188,460	188,460	99,745	112.43%	186,000	186,000	186,000	186,000	
	Total Real Property Taxes	308,375	308,375	164,453	88,715	88,715	188,460	188,460	188,460	188,460	99,745	112.43%	186,000	186,000	186,000	186,000	
Other Revenue:																	
2701	Miscellaneous Tax Receipts	0	1,050	0	0	34,053	0	0	0	0	0	0.00%	0	0	0	0	
2770	Miscellaneous	0	176	0	0	120	0	0	0	0	0	0.00%	0	0	0	0	
3589	State Aid - Other Transp	425,000	85,500	425,000	425,000	0	288,490	288,490	288,490	288,490	(136,510)	(32.12%)	50,000	50,000	50,000	50,000	
	Total Other Revenue	425,000	86,726	425,000	425,000	34,173	288,490	288,490	288,490	288,490	(136,510)	(32.12%)	50,000	50,000	50,000	50,000	
	Total Revenue	733,375	395,101	589,453	513,715	122,888	476,950	476,950	476,950	476,950	(36,765)	(7.16%)	236,000	236,000	236,000	236,000	
Salaries:																	
6100	Salaries	98,902	98,902	100,880	26,675	25,931	0	0	0	0	26,675	100.00%	0	0	0	0	
6103	Accumulated Sick/Personal Days	3,804	3,804	3,881	3,881	3,848	0	0	0	0	3,881	100.00%	0	0	0	0	
6110	Longevity	2,968	3,956	4,036	4,036	4,035	0	0	0	0	4,036	100.00%	0	0	0	0	
	Total Salaries	105,674	106,662	108,797	34,592	33,815	0	0	0	0	34,592	100.00%	0	0	0	0	
Employee Benefits - Current:																	
6810	Employee Retirement - Active	13,459	13,432	15,307	15,307	12,336	0	0	0	0	15,307	100.00%	0	0	0	0	
6830	FICA Tax Expenditure	8,179	7,933	8,206	6,737	2,288	0	0	0	0	6,737	100.00%	0	0	0	0	
6835	MTA Tax	365	358	371	307	96	0	0	0	0	307	100.00%	0	0	0	0	
6840	Worker's Compensation	1,741	1,341	464	464	362	0	0	0	0	464	100.00%	0	0	0	0	
6860	Medical Insurance - Active Employees	27,960	26,399	27,960	27,960	9,179	0	0	0	0	27,960	100.00%	0	0	0	0	
6865	Dental & Optical	1,380	1,379	1,380	1,380	484	0	0	0	0	1,380	100.00%	0	0	0	0	
6875	Disability	17	14	17	17	1	0	0	0	0	17	100.00%	0	0	0	0	
	Total Employee Benefits - Current	53,101	50,856	53,706	52,173	24,745	0	0	0	0	52,173	100.00%	0	0	0	0	
	Total Employee Costs	158,775	157,518	162,503	86,765	58,560	0	0	0	0	86,765	100.00%	0	0	0	0	
Contractual:																	
6400	Contracts - Other	13,500	7,872	11,000	11,034	11,034	11,000	11,000	11,000	11,000	34	0.31%	13,500	13,500	13,500	13,500	
6401	Contracts	463,000	134,905	326,000	305,966	62,894	326,000	326,000	326,000	326,000	(20,034)	(6.55%)	99,500	99,500	99,500	99,500	
6403	Gasoline	1,500	1,045	1,200	1,200	933	1,200	1,200	1,200	1,200	0	0.00%	1,500	1,500	1,500	1,500	
6404	Electric	50,000	46,208	50,000	50,000	19,885	50,000	50,000	50,000	50,000	0	0.00%	50,000	50,000	50,000	50,000	
6406	Repair Equipment	30,000	11,096	25,000	25,000	14,808	25,000	25,000	25,000	25,000	0	0.00%	15,000	15,000	15,000	15,000	
6407	Repair Building	10,000	11,458	7,500	7,500	0	7,500	7,500	7,500	7,500	0	0.00%	1,500	1,500	1,500	1,500	
6416	Travel, Dues and Related	600	121	500	500	0	500	500	500	500	0	0.00%	1,000	1,000	1,000	1,000	
6436	Hardware	1,000	607	750	750	434	750	750	750	750	0	0.00%	1,000	1,000	1,000	1,000	
6490	Consultants	5,000	3,450	5,000	25,000	3,413	55,000	55,000	55,000	55,000	(30,000)	(120.00%)	53,000	53,000	53,000	53,000	
	Total Contractual	574,600	216,762	426,950	426,950	113,400	476,950	476,950	476,950	476,950	(50,000)	(11.71%)	236,000	236,000	236,000	236,000	
	Total Expenditures	733,375	374,279	589,453	513,715	171,960	476,950	476,950	476,950	476,950	36,765	7.16%	236,000	236,000	236,000	236,000	
	Net Surplus (Deficit)	0	20,821	0	0	(49,072)	0	0	0	0			0	0	0	0	

TOWN ENGINEER - SUMMARY

Department: Town Engineer

Budget Year: 2022
Division: Municipal Works Department
Tax District: Full Town

Cost Center #: 1440
Manager:

NOTES:

Departmental Mission & Responsibilities:

The Engineering Division's mission is to ensure that development within the Town complies with good engineering standards and practices for design and construction. The Division also provides the highest level of professional and courteous service to the public.

Workload:

1. The Engineering Division reviews the engineering aspects of all residential subdivisions to ensure that good engineering standards are met. We also prepare construction cost estimates for performance bonds. The Engineering Division also inspects all roads, drainage and other improvements related to the subdivision (exclusive of building construction) during construction, making recommendations to the Planning Division regarding completion and bond status, including final construction inspection for acceptance into the Town Highway System.
2. The Engineering Division reviews the engineering aspects of all commercial Site Plan and PDD applications to ensure that good engineering standards are met. The Engineering Division inspects the site improvements during construction, and issues a sign-off recommendation to the Planning Division when the site work is complete.
3. The Engineering Division enforces all stormwater management and erosion and sediment control requirements in subdivisions and site plans applications, including review and approval, and field inspection.
4. Anyone building a residential structure on a vacant lot on a Private or Trustee Road is required by Town Code to apply to the Road Review Committee, which is headed by the Town Engineer. The Committee makes recommendations for road improvements on a particular road or road network, which is then approved by Town Board resolution. Road Review recommendations require the Engineer to visit the site, make his recommendations to the Committee, prepare Town Board resolutions, meet with the applicant to discuss the project, and then inspect and verify it was properly completed. The applicant must complete these improvements, under supervision of the Town Engineer, before a Certificate of Occupancy can be issued for the dwelling by the Building Department.
5. The Engineering Division is responsible for bringing private roads into Town Highway System through Town Law200. This work includes performing an engineering inspection and estimating the cost necessary to bring an existing private road up to engineering standards so that it can be accepted into the Town Highway System. The process is typically initiated by residents living along the particular road, and entails coordination with the residents, tax assessor and Town Attorney. Each TL200 is subject to a public hearing to approve the project and the expenditure. Once the funding is approved and bonded, the Engineering Division coordinates surveying, design and construction by public bid, or a combination of public bid and annual contracts. The funds are usually recovered from residing on the road, through property tax increase over a period of years.
6. Manage the Highway Department inspections of building lots for a flooding determination.
7. Serve on various Committees, as appointed by the Town Board.

Department Summary

Department: Town Engineer

Budget Year: 2022

Division: Municipal Works Department

Tax District: Full Town

Cost Center #: 1440

Manager:

NOTES:

8. The Engineering Division works on numerous capital projects within our division and provides engineering assistance to the Waste Management, Buildings Maintenance & Facilities Management, Office of Energy & Sustainability, and Intermodal Transportation & Traffic Safety divisions within our Municipal Works Department and other Town Departments. Engineering assistance may involve management of outside professional consultants and contractors to in-house design services and construction management. Engineering will assist in preparing conceptual plans and budgetary cost estimates. When required, Engineering will prepare Request for Proposals and Public Bidding documents to secure the services of professional consultants and contractors.

9. The Engineering Division is responsible for implementing the Town's stormwater management program and the stormwater abatement program. The Stormwater Management Program is permitted under the State Pollution Discharge and Elimination (SPDES) General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), Permit No. GP-0-10-002. As part of the Town's stormwater compliance activities, the Engineering Division educates and informs the public about stormwater and its impact on the environment, regulates construction and post-construction stormwater discharges from subdivisions and site plans, identifies illicit discharges and connections to the Town MS4, conducts municipal good housekeeping audits of Town facilities and files annual compliance reports. The Town has two local stormwater laws, one to regulate the discharge of stormwater from construction sites and another to regulate illicit discharges and connections to the Town MS4.

All construction projects within the Town that disturb more than one acre of land are required to obtain SPDES construction permit coverage from the NYSDEC prior to starting construction. As part of this permit process, the developer must prepare a Stormwater Pollution Prevention Plan (SWPPP) for the site that addresses all applicable construction and post-construction stormwater standards. All SWPPPs are reviewed by the Engineering Division. The Engineering Division is responsible for accepting the final SWPPP. Field SWPPP inspections are conducted by the Engineering Division.

The stormwater abatement program is a capital improvement program under which the Town designs and installs stormwater abatement infrastructure to address specific problem areas or polluted bodies of water. The Engineering Division works with the Highway Department to identify potential project sites, the Environmental Division and Board of Trustees are consulted as needed when projects involve regulated wetlands or bodies of water and the Grants Coordinator helps to identify potential sources of grant funding for each project. Once approved, stormwater abatement projects are implemented in the same manner as any other capital project.

10. The Engineering Division works in the capacity to oversee certain capital efforts to restore Town functions following natural disasters such as hurricanes. The Engineering Division works with both the Comptroller's Office and FEMA to ensure that the Town submits Information to substantiate public assistance reimbursements.

Department Summary

Department: Town Engineer

Budget Year: 2022
Division: Municipal Works Department
Tax District: Full Town

Cost Center #: 1440
Manager:

NOTES:

1. Engineering will review all Site Plans and Subdivision applications referred to us by the Planning Division to ensure that all improvements are in compliance to Town codes and specifications. A measure of a successful application review is knowing that the engineering elements of the proposed improvements will have a positive impact on the community. The Engineering Division will work closely with the applicant and Town stake-holders to attain this goal. Prompt review of all stages of the application is an important element in the application review process.
 2. Before a permit for the construction of any building on a private road is issued, the private road shall be suitably improved in accordance with acceptable standards and specifications in respect to health, safety and general welfare. The Engineering Division will continue to chair the Road Review Committee meetings and prepare recommendations for appropriate road improvements to private roads. The goal of the Engineering Division is to strike a delicate balance in ensuring that an applicant suitably improves the private road to the acceptable standards and specifications as recommended by the Road Review Committee, while at the same time keeping the costs of the improvements reasonable in order not to create financial hardships for the applicants.
 3. Town Law 200 is the mechanism that allows residents living on a private road to improve their road in order to bring it into the Town Highway System. The Engineering Division guides interested residents through this process. Since the cost of the road improvements is entirely borne by the residents, Engineering's goal is to strike a balance in designing the improvements in an economical cost effective way, in accordance with acceptable standards, to the satisfaction of the Highway Superintendent in order for him to take the road into the Town system. The Engineering Division then prepares a construction estimate for the residents. If the residents want to move forward to bring their road into the Town Highway System, Engineering will provide in-house design and construction management services to improve the road, and assist in the administrative process.
 4. The Engineering Division will provide technical assistance to Town Departments on capital improvement projects and associated public infrastructure improvements. Technical assistance may involve management of outside professional consultants and contractors to in-house design services and construction management. Engineering will assist the various Town Departments in preparing conceptual plans and budgetary cost estimates. When required, Engineering will prepare Request for Proposals and Public Bidding documents to secure the services of professional consultants and contractors. It is our goal to ensure that capital improvement work is completed so that the project improvements are available to the Town for use within the stipulated completion time and within budget. Engineering will work with the Town Board to prioritize capital improvement projects by immediate needs.
 5. The Engineering Divisions goals and objectives relating to Stormwater Management and Stormwater Abatement projects are as follows : protect the health and safety of both the public and the ecosystem; address both stormwater quality and quantity concerns; meet or exceed federal and state mandates regarding stormwater runoff and discharge.
- The Engineering Division will provide the following services to reach these goals and objectives: develop and implement activities to comply with the New York State Department of Environmental Conservation (NYSDEC) municipal stormwater permit including the six minimum measures and annual reporting requirements; work with the Land Management Department to implement Stormwater regulations mandated by NYSDEC for construction activities; Identify grant opportunities to fund water quality improvement projects; prepare and submit grant applications with the assistance of the Town's Grants Coordinator; develop and monitor approved grant funded projects; prepare contract documents and administer stormwater-related professional services and construction contracts.

Department Summary

Department: Town Engineer

Budget Year: 2022

Division: Municipal Works Department

Tax District: Full Town

Cost Center #: 1440

Manager:

Legal Authority:

Established pursuant to Southampton Town Board resolution.

NOTES:

2022 Engineering Fee Schedule

Fee Schedule	2022 Fee Schedule	Proposed Increase
Site Plan		
Area to be improved is Less than 500 Square Feet	\$1,200 \$1,250	\$50
Area to be improved is 500 Square Feet or Greater and Less than 1 Acres	\$2,500	
Area to be improved is Greater than 1 Acres	\$4,800	
Site Plan Amendment	\$450 \$500	\$50
Administrative Review and Inspection Fee for improved area less than 1 Acre	\$1,550	
Condos/Townhouses (no review or inspection fees for affordable units)	\$200/dwelling unit (minimum \$5,000)	
NOTE: Fire Departments exempt from fees.		
*NOTE: These fees are a combination of Review, Inspection and include Erosion Control and SWPPP where required.		
Subdivisions		
	Fee*	
Preliminary Application (no roads)	\$800/Lot	
Preliminary Application (with roads)	1/2 (\$150.00 x length of road x .075)	
Final Application (minor review with no roads and 3 Lots or more)	\$450/Lot	
Final Application (with roads)	(Bond Estimate x.075) - Preliminary Review Fee +\$3,330	
Modification to Road and Drainage Plans	\$100 + \$1.25 per linear foot of road	
Subdivision without roads but with common driveways	\$1,500/common driveway	

NOTES:

2022 Engineering Fee Schedule

Stormwater Management		
Subdivisions requiring a SWPPP	\$1,850	
*Note: These fees are a combination of Review and Inspection.		
Determination For Flooding (For Building Permit Applications)		
Flooding Determination (Engineering & Highway)	\$300	
Single Family Homes Requiring a SWPPP		
Application	\$550	
Road Review		
Road Review Application for New Building		
Construction on Unimproved Streets or Highways	\$300 \$500	\$200

NOTES:

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Municipal Works Department													
Town Engineer													
Town Engineer - 1440													
Assistant Town Engineer	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - Q / Step 5	108,252	0	0	108,252	13,536	8,309	14,956	8,554	45,356	153,608	2.9	100.0
Total Town Engineer - 1440		108,252	0	0	108,252	13,536	8,309	14,956	8,554	45,356	153,608		

NOTES:

Town of Southampton

2022 Adopted Budget

Town Engineer - 1440

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 Amended % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
Real Property Taxes:																
1001	Property Taxes	28,171	28,171	56,932	41,932	56,932	48,558	48,558	47,042	47,042	5,110	12.19%	53,631	53,631	53,631	53,631
	Total Real Property Taxes	28,171	28,171	56,932	41,932	56,932	48,558	48,558	47,042	47,042	5,110	12.19%	53,631	53,631	53,631	53,631
Other Revenue:																
1563	Engineering Fees	145,000	104,225	133,000	133,000	142,151	155,000	155,000	155,000	155,000	22,000	16.54%	145,000	145,000	145,000	145,000
	Total Other Revenue	145,000	104,225	133,000	133,000	142,151	155,000	155,000	155,000	155,000	22,000	16.54%	145,000	145,000	145,000	145,000
	Total Revenue	173,171	132,396	189,932	174,932	199,083	203,558	203,558	202,042	202,042	27,110	15.50%	198,631	198,631	198,631	198,631
Salaries:																
6100	Salaries	95,892	100,705	104,567	94,567	73,848	108,252	108,252	108,252	108,252	(13,685)	(14.47%)	112,084	112,084	112,084	112,084
6101	Overtime	10,000	932	10,000	4,204	435	10,000	10,000	10,000	10,000	(5,796)	(137.87%)	10,000	10,000	10,000	10,000
6103	Accumulated Sick/Personal Days	0	0	0	796	795	0	0	0	0	796	100.00%	0	0	0	0
	Total Salaries	105,892	101,637	114,567	99,567	75,079	118,252	118,252	118,252	118,252	(18,685)	(18.77%)	122,084	122,084	122,084	122,084
Employee Benefits - Current:																
6810	Employee Retirement - Active	12,502	12,477	15,727	15,727	12,674	14,956	14,956	13,440	13,440	2,286	14.54%	15,486	15,486	15,486	15,486
6830	FICA Tax Expenditure	7,633	7,681	8,249	8,249	5,644	8,309	8,309	8,309	8,309	(60)	(0.73%)	8,369	8,369	8,369	8,369
6835	MTA Tax	339	341	382	382	235	396	396	396	396	(14)	(3.69%)	410	410	410	410
6840	Worker's Compensation	3,884	2,992	7,686	7,686	5,991	8,141	8,141	8,141	8,141	(455)	(5.92%)	8,429	8,429	8,429	8,429
6860	Medical Insurance - Active Employees	11,724	11,105	11,724	11,724	8,223	11,964	11,964	11,964	11,964	(240)	(2.05%)	11,964	11,964	11,964	11,964
6865	Dental & Optical	1,380	1,379	1,380	1,380	1,029	1,572	1,572	1,572	1,572	(192)	(13.91%)	1,572	1,572	1,572	1,572
6875	Disability	17	0	17	17	0	18	18	18	18	0	(1.38%)	18	18	18	18
	Total Employee Benefits - Current	37,479	35,975	45,165	45,165	33,795	45,356	45,356	43,840	43,840	1,325	2.93%	46,247	46,247	46,247	46,247
	Total Employee Costs	143,371	137,612	159,732	144,732	108,874	163,608	163,608	162,092	162,092	(17,360)	(11.99%)	168,331	168,331	168,331	168,331
Contractual:																
6401	Contracts	6,000	2,258	6,000	6,000	0	6,000	6,000	6,000	6,000	0	0.00%	6,000	6,000	6,000	6,000
6416	Travel, Dues and Related	1,500	280	1,200	1,200	326	1,200	1,200	1,200	1,200	0	0.00%	1,500	1,500	1,500	1,500
6420	Other	0	5,183	500	500	0	500	500	500	500	0	0.00%	500	500	500	500
6466	Telephone - Wireless	800	418	1,000	1,000	283	750	750	750	750	250	25.00%	800	800	800	800
6490	Consultants	21,500	9,531	21,500	21,500	0	31,500	31,500	31,500	31,500	(10,000)	(46.51%)	21,500	21,500	21,500	21,500
	Total Contractual	29,800	17,669	30,200	30,200	609	39,950	39,950	39,950	39,950	(9,750)	(32.28%)	30,300	30,300	30,300	30,300
	Total Expenditures	173,171	155,281	189,932	174,932	109,483	203,558	203,558	202,042	202,042	(27,110)	(15.50%)	198,631	198,631	198,631	198,631
	Net Surplus (Deficit)	0	(22,885)	0	0	89,600	0	0	0	0			0	0	0	0

WASTE MANAGEMENT POST CLOSURE - SUMMARY

Department: Waste Management Post Closure

Budget Year: 2022

Division: Municipal Works Department

Tax District: Full Town

Cost Center #: 8160

Manager:

NOTES:

Departmental Mission & Responsibilities:

Provide efficient management and operations of existing Town-owned Solid Waste Facilities.

Workload:

The Town has capped and closed the North Sea Landfill and is currently engaged in Post Closure activities.

Goals & Objectives:

1. Ensure compliance with all Federal, State and Local regulations and requirements.
2. Maintain environmental integrity of the landfill capping system.
3. Provide landfill gas control and monitoring.
4. Complete periodic ground water sampling and monitoring.
5. Properly collect and dispose of landfill generated leachate.

Legal Authority:

The Division of Waste Management was established as part of the Department of Public Works pursuant to Town Board Resolution dated November 1, 1996.

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Municipal Works Department													
Waste Management Summary													
Waste Management Post Closure - 8160													
Environmental Facilities Manager	ADMINSUPPORT	90,000	1,800	0	91,800	28,860	7,051	11,844	700	48,455	140,255	7.7	100.0
Construction Equipment Operator	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 2	63,914	0	0	63,914	28,860	5,339	8,969	6,135	49,303	113,216	1.8	100.0
Heavy Equipment Operator - Vacant	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 1	55,520	0	0	55,520	28,860	4,545	7,635	4,117	45,158	100,678	3.7	100.0
Senior Office Assistant	CSEA40HOUR-NEW / CSEA40HOUR-NEW - D / Step 6	56,689	4,535	0	61,224	28,860	4,701	7,897	459	41,918	103,142	15.8	100.0
Heavy Equipment Operator	PART-TIME	6,495	0	0	6,495	27,288	548	0	711	28,547	35,042		100.0
Total Waste Management Post Closure - 8160		272,617	6,335	0	278,953	142,728	22,185	36,345	12,122	213,380	492,332		

NOTES:

Town of Southampton

2022 Adopted Budget

Waste Management Post Closure - 8160

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
Real Property Taxes:																
1001	Property Taxes	858,396	858,396	913,054	894,987	894,987	864,912	880,622	876,938	876,938	(18,049)	(2.02%)	839,081	854,710	854,710	854,710
	Total Real Property Taxes	858,396	858,396	913,054	894,987	894,987	864,912	880,622	876,938	876,938	(18,049)	(2.02%)	839,081	854,710	854,710	854,710
Other Revenue:																
2770	Miscellaneous	0	0	0	0	900	0	0	0	0	0	0.00%	0	0	0	0
	Total Other Revenue	0	0	0	0	900	0	0	0	0	0	0.00%	0	0	0	0
	Total Revenue	858,396	858,396	913,054	894,987	895,887	864,912	880,622	876,938	876,938	(18,049)	(2.02%)	839,081	854,710	854,710	854,710
Salaries:																
6100	Salaries	260,469	261,262	270,136	252,124	152,252	269,411	266,123	266,123	266,123	(13,999)	(5.55%)	276,578	273,226	273,226	273,226
6101	Overtime	30,000	35,810	30,000	30,000	7,050	30,000	30,000	30,000	30,000	0	0.00%	30,000	30,000	30,000	30,000
6103	Accumulated Sick/Personal Days	2,388	2,352	2,838	2,838	0	0	0	0	0	2,838	100.00%	0	0	0	0
6105	Part Time Salaries	6,242	0	6,367	6,367	0	6,495	6,495	6,495	6,495	(127)	(2.00%)	6,624	6,624	6,624	6,624
6110	Longevity	10,921	12,426	12,725	12,725	0	6,335	6,335	6,335	6,335	6,390	50.21%	6,427	6,427	6,427	6,427
6127	Cash in Lieu of Health Benefits	6,023	5,730	6,023	6,023	3,065	6,062	0	0	0	6,023	100.00%	6,062	0	0	0
	Total Salaries	316,044	317,580	328,089	310,077	162,367	318,303	308,953	308,953	308,953	1,124	0.36%	325,691	316,278	316,278	316,278
Employee Benefits - Current:																
6810	Employee Retirement - Active	36,932	36,858	43,747	43,747	35,254	37,576	36,345	32,661	32,661	11,086	25.34%	38,554	37,314	37,314	37,314
6830	FICA Tax Expenditure	25,370	23,807	26,723	26,671	12,035	25,218	24,485	24,485	24,485	2,186	8.20%	25,812	25,073	25,073	25,073
6835	MTA Tax	1,127	1,073	1,187	1,184	490	1,121	1,088	1,088	1,088	96	8.14%	1,147	1,114	1,114	1,114
6840	Worker's Compensation	15,522	11,960	21,169	21,169	16,501	11,279	11,048	11,048	11,048	10,121	47.81%	11,649	11,414	11,414	11,414
6860	Medical Insurance - Active Employees	111,444	69,801	111,444	111,444	42,846	109,152	136,440	136,440	136,440	(24,996)	(22.43%)	109,152	136,440	136,440	136,440
6865	Dental & Optical	5,520	5,515	5,520	5,520	3,511	6,288	6,288	6,288	6,288	(768)	(13.91%)	6,288	6,288	6,288	6,288
6875	Disability	87	14	87	87	8	88	88	88	88	(1)	(1.38%)	88	88	88	88
	Total Employee Benefits - Current	196,002	149,028	209,877	209,822	110,646	190,721	215,782	212,098	212,098	(2,275)	(1.08%)	192,690	217,732	217,732	217,732
	Total Employee Costs	512,046	466,607	537,966	519,899	273,013	509,024	524,734	521,050	521,050	(1,151)	(0.22%)	518,381	534,010	534,010	534,010
Contractual:																
6401	Contracts	135,300	61,192	155,700	140,700	62,062	140,000	140,000	140,000	140,000	700	0.50%	160,500	160,500	160,500	160,500
6404	Electric	2,500	2,034	2,200	2,200	812	2,200	2,200	2,200	2,200	0	0.00%	3,000	3,000	3,000	3,000
6405	Fuel Oil	4,000	0	2,000	2,000	0	2,000	2,000	2,000	2,000	0	0.00%	4,000	4,000	4,000	4,000
6406	Repair Equipment	47,250	76,035	72,588	72,588	44,830	72,588	72,588	72,588	72,588	0	0.00%	35,000	35,000	35,000	35,000
6407	Repair Building	15,500	6,093	7,500	10,335	7,566	9,000	9,000	9,000	9,000	1,335	12.92%	15,500	15,500	15,500	15,500
6414	Rentals	5,000	0	5,200	5,200	0	5,200	5,200	5,200	5,200	0	0.00%	2,500	2,500	2,500	2,500
6420	Other	5,000	4,893	5,000	5,000	3,577	5,000	5,000	5,000	5,000	0	0.00%	5,000	5,000	5,000	5,000
6421	Legal Notices	4,200	0	4,200	4,200	1,740	4,200	4,200	4,200	4,200	0	0.00%	2,100	2,100	2,100	2,100
6423	Small Equipment (Non-Capital)	8,000	662	5,000	5,000	2,144	5,000	5,000	5,000	5,000	0	0.00%	3,000	3,000	3,000	3,000
6425	Office Supplies	500	377	400	400	28	400	400	400	400	0	0.00%	500	500	500	500
6441	Diesel Fuel	50,000	26,625	49,000	49,000	39,376	49,000	49,000	49,000	49,000	0	0.00%	50,000	50,000	50,000	50,000
6464	Municipal Dues	15,800	1,508	15,800	15,800	723	10,800	10,800	10,800	10,800	5,000	31.65%	15,800	15,800	15,800	15,800
6466	Telephone - Wireless	3,500	1,695	2,000	2,000	1,196	2,000	2,000	2,000	2,000	0	0.00%	3,500	3,500	3,500	3,500
6477	Copier Leases	1,800	80	500	500	82	500	500	500	500	0	0.00%	1,800	1,800	1,800	1,800
6490	Consultants	48,000	37,306	48,000	48,000	16,426	48,000	48,000	48,000	48,000	0	0.00%	18,500	18,500	18,500	18,500

Town of Southampton

2022 Adopted Budget

Waste Management Post Closure - 8160

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual							2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
							2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 Amended % of Change				
6491	Tires	0	0	0	15,000	13,820	0	0	0	0	15,000	100.00%	0	0	0	0
	Total Contractual	346,350	218,500	375,088	377,923	194,381	355,888	355,888	355,888	355,888	22,035	5.83%	320,700	320,700	320,700	320,700
	Total Expenditures	858,396	685,107	913,054	897,822	467,394	864,912	880,622	876,938	876,938	20,884	2.33%	839,081	854,710	854,710	854,710
	Net Surplus (Deficit)	0	173,289	0	(2,835)	428,493	0	0	0	0			0	0	0	0
	Appropriated Fund Balance:															
9090	Appropriated Fund Balance	0	0	0	2,835	0	0	0	0	0			0	0	0	0
	Net Surplus (Deficit)	0	173,289	0	0	428,493	0	0	0	0			0	0	0	0

WASTE MANAGEMENT RECYCLING CENTERS - SUMMARY

Department: Waste Management Recycling Centers

Budget Year: 2022

Division: Municipal Works Department

Tax District: Waste Management

Cost Center #: 8161

Manager:

NOTES:

Departmental Mission & Responsibilities:

Manage and operate Town Transfer Stations, Recycling Centers and Yard Waste Facilities.

Workload:

The Town of Southampton currently operates four (4) Transfer Stations (North Sea, Hampton Bays, Sag Harbor, and Westhampton), four Recycling Centers (North Sea, Hampton Bays, Sag Harbor and Westhampton) and three Yard Waste Facilities (North Sea, Hampton Bays and Westhampton).

Goals & Objectives:

1. Ensure compliance with all Federal, State and Local regulations and requirements.
2. Continue to improve efficiency in the department through improved recycling and enforcement of existing disposal policies.
3. Continue to develop the yard waste recycling program to minimize costs incurred by the Town.
4. Operate all facilities efficiently to ensure revenues offset expenses.

Legal Authority:

The Division of Waste Management was established as part of the Department of Public Works pursuant to Town Board Resolution dated November 1, 1996.

2022 Recycling Center Fee Schedule

Fee Schedule	2022 Fee Schedule	Proposed Increase
MSW		
Non-recyclable Household Garbage (In TOS Green Bag ONLY)		
Cost to dump -	\$0 with purchase of TOS Green Bags	
Customer Type (Residents Only)		
Accepting Facilities (All)		
Recyclables		
Commingled glass, cans and type 1 and 2 PE plastic	\$0	
Residents Only		
Accepting Facilities (All)		
Mixed Paper	\$0	
Residents Only		
Accepting Facilities (All)		
Corrugated Cardboard	\$0	
Residents Only		
Accepting Facilities (All)		

NOTES:

2022 Recycling Center Fee Schedule

Fee Schedule	2022 Fee Schedule	Proposed Increase
Yard Waste		
Leaves (No plastic bags) car, pick-up truck, van or trailer with sides less than 2 ft	\$0 - Resident Self Haulers Only NS, HB & WH	
Brush less than 3" diameter	\$4/Bag - Resident Self Haulers Only NS & HB	
Brush less than 3" diameter Pick-up with side boards or trailer with side boards Leaves and Brush less than 3" diameter Car, Van, Pick-up truck or trailer with side boards less than 2 ft	\$20/CY - Resident Self Haulers Only NS & HB	
Leaves and Brush less than 3" diameter Car, Van, Pick-up truck or trailer with side boards less than 2 ft, 6-Wheel Truck	\$25/CY NS & HB	

NOTES:

2022 Recycling Center Fee Schedule

Fee Schedule	2022 Fee Schedule	Proposed Increase
Household Hazardous Waste (HHW)		
Vehicle Batteries	STOP Day Only	
car, pick-up truck, van		
Residents Only		
Waste Oil	\$0	
car, pick-up truck, van		
Residents Only		
Accepting Facilities (All)		
Propane Tanks (Empty & 20 lb ONLY)	\$4/tank	
car, pick-up truck, van		
Residents Only		
Accepting Facility (NS Only)		
Other HHW	STOP Day Only	
car, pick-up truck, van		
Residents Only		
Other Household Items		
Car Residential Tires (no rim)	\$ 7 tire	
car, pick-up truck, van or trailer with sides less than 2 feet		
Residents Only		
Accepting Facility (NS Only)		

NOTES:

2022 Recycling Center Fee Schedule

Fee Schedule	2022 Fee Schedule	Proposed Increase
Bulk Items		
Small Bulk (under 3ft x 3ft x 3ft)	\$6/item	
car, pick-up truck, van or trailer with sides less than 2 feet		
Residents Only		
Accepting Facilities (NS & HB)		
Large Bulk (Larger than 3ft x 3ft x 3ft)	\$29/item	
car, pick-up truck, van or trailer with sides less than 2 feet		
Residents Only		
Accepting Facilities (NS & HB)		
Large and small Residential mixed Bulk	\$198/ton Min Charge \$29	
Any Residential Vehicle, trailer or Box truck		
Residents Only		
Accepting Facility (NS Only)		
E-Waste Items	No Cost	
car, pick-up truck, van		
Residents Only		
Accepting Facility (NS Only)		

NOTES:

2022 Recycling Center Fee Schedule

Fee Schedule	2022 Fee Schedule	Proposed Increase
METAL		
Appliances	\$17/item	
Any Vehicle		
Residents Only		
Accepting Facilities (NS & HB)		
Scrap Metal (NOT mixed with other items)		
car, pick-up truck, van or trailer with sides less than 2 feet (NO DUMP VEHICLES, BOX TRUCKS OR TRUCKS AND TRAILERS WITH SIDE BOARDS)	\$53/ton \$16 min. charge	
Residents Only		
Accepting Facility (NS Only)		
C&D Material		
Car, Pick-up Truck, Van	\$178/ton \$18 min.	
Residents Only		
Accepting Facility (NS Only)		
Facility Locations		
NS - North Sea Transfer Station	Southampton	
SH - Sag Harbor Transfer Station	Sag Harbor	
HB - Hampton Bays Transfer Station	Hampton Bays	
WH - Westhampton Transfer Station	Westhampton	

NOTES:

2022 Recycling Center Fee Schedule

Fee Schedule	2022 Fee Schedule	Proposed Increase
Special Notes:		
1. Tipping Fees for brush will be suspended for residents for 6 weeks in Spring and 6 weeks for Fall Clean up, dates and times to be posted.		
2. Grass clippings and wood chips will not be accepted.		
3. No concrete, bricks, or asphalt will be accepted as construction & demolition debris.		
4. Hand carried boats (kayaks/canoes) are accepted. Boats are Vehicles registered in NYS or outside of NYS will not be accepted.		
5. Courtesy Weights shall cost \$10/weigh for residents, \$15/weigh for commercial entities.		
6. Credit Cards shall be accepted at North Sea Transfer Station only.		
7. Screened and un-screened compost is free for residential self – haulers picking up at NS, BH, and WH.		
8. Un-screened Compost can be purchased by Commercial Business for \$2/CY at NS, HB.		
9. Un-screened Compost can be purchased and delivered to sites within Southampton for \$3.5/CY, sites outside of Southampton for \$6/CY as approved by the Department Head.		
10. Screened Compost can be purchased by Commercial Business for \$20/CY at NS, HB.		
11. Screened Compost can be purchased and delivered to sites within Southampton for \$23.50/CY, sites outside of Southampton for \$26/CY as approved by the Department Head.		
12. Unscreened and screened mulch, when available is free for residential self-haulers at NS, HB, and WH.		
13. Mulch, when available can be purchased and delivered to sites within Southampton for \$11.50/CY, sites outside of Southampton for \$14/CY as approved by the Department Head.		
14. Retail Sale of Green Bags — Large Bags 5 Bags/\$17.00; Small 5 Bags/\$9.35 Large Bags 5 Bags/\$17.50; Small 5 Bags/\$9.75		Large Bags 5 Bags/\$.50; Small 5 Bags/\$.40
2022 Recycling Center Fee Schedule		

NOTES:

Fee Schedule	2022 Fee Schedule	Proposed Increase
Interdepartmental Chargebacks		
Item Desc.	2022 Unit Cost	
Brush-TOS	7.5 12 per cy	4.5 per cy
Leaves-TOS	7.5 12 per cy	4.5 per cy
Brush-Hwy Voucher	12 16 CY	4 cy
Leaves - Hwy Voucher	12 16 CY	4 cy
MSW	120 135 per ton	15 per ton
Metal	0 per ton	
C&D	100 125 per ton	25 per ton
Tires	5 6 per tire	1 per tire
Ewaste	0 each	
Propane Tanks	3 4 each	1 each

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Municipal Works Department													
Waste Management Summary													
Waste Management Recycling Centers - 8161													
Heavy Equipment Operator	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 2	56,313	0	0	56,313	28,860	4,610	7,744	4,176	45,390	101,704	0.8	100.0
Heavy Equipment Operator	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 1	55,520	0	0	55,520	28,860	4,545	7,635	4,117	45,158	100,678	0.5	100.0
Heavy Equipment Operator	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 4	57,994	0	0	57,994	13,536	4,748	7,975	4,300	30,559	88,553	4.4	100.0
Heavy Equipment Operator	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 4	57,994	0	0	57,994	28,860	4,748	7,975	4,300	45,883	103,877	3.0	100.0
Laborer	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - B / Step 4	46,166	0	0	46,166	28,860	3,857	6,478	4,436	43,631	89,797	3.7	100.0
Laborer - Vacant	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - B / Step 2	44,861	0	430	45,291	28,860	3,780	6,350	4,313	43,304	88,594		100.0
Sanitation Helper	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - A / Step 2	41,061	0	3,088	44,149	1,572	3,666	6,159	3,958	15,355	59,504	1.1	100.0
Sanitation Helper	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - A / Step 2	41,061	0	3,088	44,149	1,572	3,666	6,159	3,958	15,355	59,504	1.1	100.0
Sanitation Helper - Requested *subject to civil service approval	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - A / Step 1	40,465	0	0	40,465	28,860	3,380	5,678	3,891	41,809	82,275		100.0
Sanitation Site Crew Leader	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - H / Step 5	70,689	2,828	0	73,517	28,860	6,122	10,283	6,793	52,057	125,574	6.9	100.0
Scale Operator	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 5	50,759	0	430	51,189	13,536	4,273	7,178	4,877	29,865	81,054	3.8	100.0
Scale Operator	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 8	52,576	2,103	430	55,109	14,868	4,586	7,703	5,058	32,215	87,324	8.0	100.0
Scale Operator	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 5	50,759	0	430	51,189	13,536	4,273	7,178	4,877	29,865	81,054	4.5	100.0

NOTES:

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Municipal Works Department													
Waste Management Summary													
Scale Operator - Requested *subject to civil service approval	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 1	47,961	0	0	47,961	28,860	4,007	6,730	4,608	44,205	92,166		100.0
Laborer	CSEA40HOUR-NEW / CSEA40HOUR-NEW - B / Step 6	48,483	3,879	430	52,792	28,860	4,380	7,357	4,673	45,270	98,062	18.1	100.0
Laborer	CSEA40HOUR-NEW / CSEA40HOUR-NEW - B / Step 6	48,483	1,939	430	50,853	14,868	4,231	7,108	4,666	30,873	81,726	8.9	100.0
Sanitation Helper	CSEA40HOUR-NEW / CSEA40HOUR-NEW - A / Step 6	44,328	3,546	430	48,304	14,868	4,007	6,731	4,274	29,880	78,185	15.4	100.0
Sanitation Helper	CSEA40HOUR-NEW / CSEA40HOUR-NEW - A / Step 6	44,328	4,433	6,492	55,253	1,572	4,539	7,624	4,298	18,032	73,286	21.6	100.0
Sanitation Site Crew Leader	CSEA40HOUR-NEW / CSEA40HOUR-NEW - H / Step 6	73,184	5,855	0	79,039	14,868	6,562	11,022	7,042	39,494	118,533	16.6	100.0
Sanitation Helper	PART-TIME	16,236	0	430	16,666	0	1,389	0	1,573	2,962	19,629		100.0
Sanitation Helper	PART-TIME	16,236	0	430	16,666	0	1,389	0	1,573	2,962	19,629		100.0
Total Waste Management Recycling Centers - 8161		1,005,460	24,582	16,538	1,046,581	364,536	86,760	141,067	91,762	684,125	1,730,705		

NOTES:

Town of Southampton

2022 Adopted Budget

Waste Management Recycling Centers - 8161

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 Amended % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
Real Property Taxes:																
1001	Property Taxes	731,345	731,345	570,455	570,455	570,455	406,376	401,876	401,876	401,876	(168,579)	(29.55%)	537,799	532,549	532,549	532,549
	Total Real Property Taxes	731,345	731,345	570,455	570,455	570,455	406,376	401,876	401,876	401,876	(168,579)	(29.55%)	537,799	532,549	532,549	532,549
Other Revenue:																
1201	Interest And Earnings	20,000	11,917	15,000	15,000	3,725	6,500	6,500	6,500	6,500	(8,500)	(56.67%)	6,500	6,500	6,500	6,500
2130	Landfill - Chargebacks	511,950	535,913	513,000	513,000	170,601	733,784	738,284	738,284	738,284	225,284	43.92%	511,950	517,200	517,200	517,200
2131	Pay Per Bags	600,000	790,563	858,655	858,655	607,463	815,000	815,000	815,000	815,000	(43,655)	(5.08%)	858,655	858,655	858,655	858,655
2590	Landfill Fees	950,000	1,024,175	1,045,000	1,045,000	761,221	1,229,600	1,229,600	1,229,600	1,229,600	184,600	17.67%	950,000	950,000	950,000	950,000
2593	Permit Application Fee	14,000	14,375	164,000	164,000	46,395	50,000	50,000	50,000	50,000	(114,000)	(69.51%)	164,000	164,000	164,000	164,000
2650	Scrap	37,120	57,276	50,000	50,000	42,035	35,000	35,000	35,000	35,000	(15,000)	(30.00%)	60,000	60,000	60,000	60,000
2651	Waste Management-Leaf Compost Sales	10,000	0	0	0	0	25,000	25,000	25,000	25,000	25,000	100.00%	20,000	20,000	20,000	20,000
2652	Paper	9,545	16,487	0	0	98,739	114,000	114,000	114,000	114,000	114,000	100.00%	0	0	0	0
2653	E-Waste	0	0	0	0	0	0	0	0	0	0	0.00%	1,000	1,000	1,000	1,000
2701	Miscellaneous Tax Receipts	0	136	0	0	835	0	0	0	0	0	0.00%	0	0	0	0
2770	Miscellaneous	0	100	0	0	910	0	0	0	0	0	0.00%	0	0	0	0
3910	State Aid - Conservation	19,898	0	0	0	0	20,000	20,000	20,000	20,000	20,000	100.00%	19,898	19,898	19,898	19,898
	Total Other Revenue	2,172,513	2,450,941	2,645,655	2,645,655	1,731,925	3,028,884	3,033,384	3,033,384	3,033,384	387,729	14.66%	2,592,003	2,597,253	2,597,253	2,597,253
	Total Revenue	2,903,858	3,182,286	3,216,110	3,216,110	2,302,380	3,435,260	3,435,260	3,435,260	3,435,260	219,150	6.81%	3,129,802	3,129,802	3,129,802	3,129,802
Salaries:																
6100	Salaries	847,137	765,460	865,232	846,785	682,099	972,987	972,987	972,987	972,987	(126,202)	(14.90%)	1,002,000	1,002,000	1,002,000	1,002,000
6101	Overtime	40,000	46,095	30,000	45,000	42,926	35,000	35,000	35,000	35,000	10,000	22.22%	40,000	40,000	40,000	40,000
6102	Severance Pay	0	1,306	0	12,594	12,592	0	0	0	0	12,594	100.00%	0	0	0	0
6103	Accumulated Sick/Personal Days	0	4,533	0	853	852	0	0	0	0	853	100.00%	0	0	0	0
6104	Holiday	0	5,465	4,800	4,800	0	5,160	5,160	5,160	5,160	(360)	(7.50%)	5,160	5,160	5,160	5,160
6105	Part Time Salaries	31,212	12,827	31,836	31,836	25,971	32,473	32,473	32,473	32,473	(637)	(2.00%)	33,122	33,122	33,122	33,122
6110	Longevity	19,153	19,951	16,048	16,148	0	24,582	24,582	24,582	24,582	(8,435)	(52.24%)	25,111	25,111	25,111	25,111
6127	Cash in Lieu of Health Benefits	12,046	11,460	12,046	12,046	7,605	11,378	11,378	11,378	11,378	668	5.55%	11,378	11,378	11,378	11,378
	Total Salaries	949,549	867,098	959,962	970,062	772,045	1,081,581	1,081,581	1,081,581	1,081,581	(111,519)	(11.50%)	1,116,771	1,116,771	1,116,771	1,116,771
Employee Benefits - Current:																
6810	Employee Retirement - Active	118,519	250,685	139,292	140,057	111,604	141,067	141,067	141,067	141,067	(1,010)	(0.72%)	145,184	145,184	145,184	145,184
6830	FICA Tax Expenditure	78,034	64,714	81,928	82,355	57,955	89,860	89,860	89,860	89,860	(7,505)	(9.11%)	92,365	92,365	92,365	92,365
6835	MTA Tax	3,471	2,870	3,644	3,662	2,456	3,996	3,996	3,996	3,996	(335)	(9.14%)	4,107	4,107	4,107	4,107
6840	Worker's Compensation	69,978	53,919	100,472	100,840	78,318	87,536	87,536	87,536	87,536	13,304	13.19%	90,093	90,093	90,093	90,093
6860	Medical Insurance - Active Employees	261,624	202,407	273,348	268,348	166,677	334,668	334,668	334,668	334,668	(66,320)	(24.71%)	334,668	334,668	334,668	334,668
6865	Dental & Optical	23,460	20,696	23,460	23,460	18,949	29,868	29,868	29,868	29,868	(6,408)	(27.31%)	29,868	29,868	29,868	29,868
6875	Disability	331	26	331	331	26	370	370	370	370	(40)	(12.05%)	370	370	370	370
	Total Employee Benefits - Current	555,416	595,317	622,474	619,052	435,984	687,365	687,365	687,365	687,365	(68,313)	(11.04%)	696,656	696,656	696,656	696,656
	Total Employee Costs	1,504,965	1,462,415	1,582,435	1,589,113	1,208,030	1,768,946	1,768,946	1,768,946	1,768,946	(179,832)	(11.32%)	1,813,427	1,813,427	1,813,427	1,813,427
Contractual:																
6401	Contracts	92,000	70,637	79,000	109,000	33,242	94,000	94,000	94,000	94,000	15,000	13.76%	78,950	78,950	78,950	78,950
6403	Gasoline	13,000	11,461	13,000	13,000	12,974	15,000	15,000	15,000	15,000	(2,000)	(15.38%)	10,500	10,500	10,500	10,500

Town of Southampton

2022 Adopted Budget

Waste Management Recycling Centers - 8161

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021		2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
											Amended Difference	% of Change				
6404	Electric	22,000	22,772	22,000	22,000	13,906	22,000	22,000	22,000	22,000	0	0.00%	22,000	22,000	22,000	22,000
6405	Fuel Oil	9,000	5,494	8,000	8,000	5,142	10,000	10,000	10,000	10,000	(2,000)	(25.00%)	9,000	9,000	9,000	9,000
6406	Repair Equipment	62,500	75,759	100,000	100,000	73,579	95,000	95,000	95,000	95,000	5,000	5.00%	62,500	62,500	62,500	62,500
6407	Repair Building	7,500	781	5,000	4,519	2,535	5,000	5,000	5,000	5,000	(481)	(10.64%)	7,500	7,500	7,500	7,500
6414	Rentals	2,000	0	2,000	900	0	1,000	1,000	1,000	1,000	(100)	(11.11%)	2,000	2,000	2,000	2,000
6418	Uniforms	2,000	2,542	2,000	2,000	1,991	2,750	2,750	2,750	2,750	(750)	(37.50%)	2,000	2,000	2,000	2,000
6420	Other	5,500	7,421	5,500	5,600	6,350	5,500	5,500	5,500	5,500	100	1.79%	5,500	5,500	5,500	5,500
6433	Safety Equipment	4,700	4,290	4,500	4,500	3,450	4,500	4,500	4,500	4,500	0	0.00%	4,700	4,700	4,700	4,700
6441	Diesel Fuel	40,000	7,079	40,000	40,000	2,448	40,000	40,000	40,000	40,000	0	0.00%	40,000	40,000	40,000	40,000
6447	Salt	3,175	0	1,100	2,581	2,581	3,000	3,000	3,000	3,000	(419)	(16.23%)	3,000	3,000	3,000	3,000
6455	Depreciation	0	390,711	0	0	183,971	0	0	0	0	0	0.00%	0	0	0	0
6458	Tipping Fees	674,000	742,359	870,050	863,372	606,332	826,500	826,500	826,500	826,500	36,872	4.27%	745,900	745,900	745,900	745,900
6485	Uniform Cleaning	0	0	0	0	0	0	0	0	0	0	0.00%	800	800	800	800
Total Contractual		937,375	1,341,305	1,152,150	1,175,472	948,503	1,124,250	1,124,250	1,124,250	1,124,250	51,222	4.36%	994,350	994,350	994,350	994,350
Debt Service:																
6600	Debt Service Principal Expense	444,896	0	472,667	472,667	0	527,326	527,326	527,326	527,326	(54,659)	(11.56%)	332,550	332,550	332,550	332,550
6700	Debt Service Interest Expense	106,622	99,298	98,858	98,858	91,565	104,738	104,738	104,738	104,738	(5,880)	(5.95%)	79,475	79,475	79,475	79,475
6900	Interfund Transfer Expense	0	0	0	6,000	0	135,000	135,000	135,000	135,000	(129,000)	(2150.00%)	0	0	0	0
Total Debt Service		551,518	99,298	571,525	577,525	91,565	767,064	767,064	767,064	767,064	(189,539)	(32.82%)	412,025	412,025	412,025	412,025
Total Expenditures		2,993,858	2,903,018	3,306,110	3,342,110	2,248,098	3,660,260	3,660,260	3,660,260	3,660,260	(318,150)	(9.52%)	3,219,803	3,219,803	3,219,803	3,219,803
Net Surplus (Deficit)		(90,000)	279,268	(90,000)	(126,000)	54,282	(225,000)	(225,000)	(225,000)	(225,000)			(90,000)	(90,000)	(90,000)	(90,000)
Appropriated Fund Balance:																
9090	Appropriated Fund Balance	90,000	0	90,000	126,000	0	225,000	225,000	225,000	225,000			90,000	90,000	90,000	90,000
Net Surplus (Deficit)		0	279,268	0	0	54,282	0	0	0	0			0	0	0	0