

2024 ORGANIZATIONAL CHART

PUBLIC SAFETY

Main Line: 702-1700

Fax: 283-2694

CODE ENFORCEMENT

Main Line: 702-1700

FIRE MARSHAL

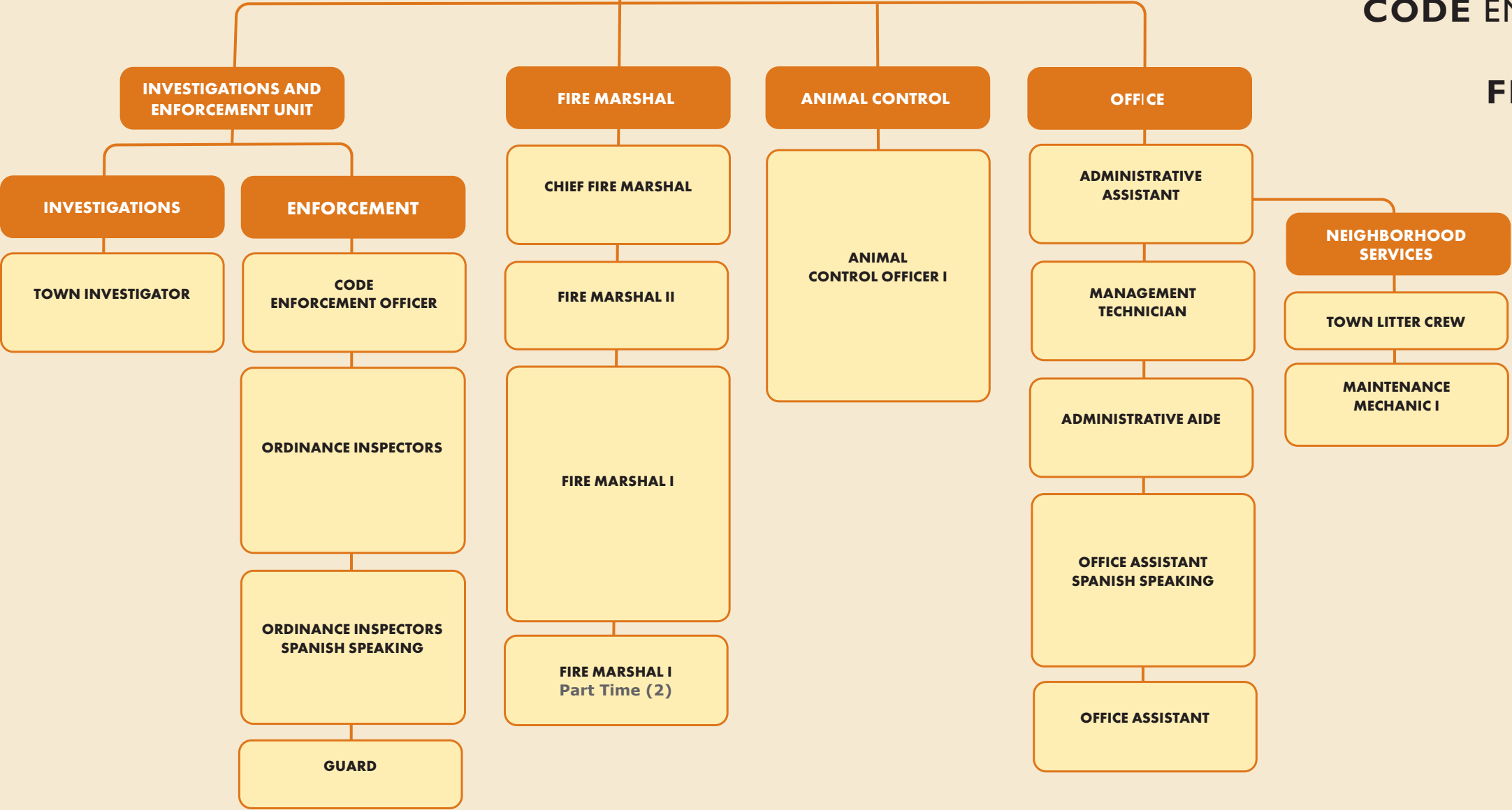
Main Line: 702-2919

ANIMAL CONTROL

Main Line: 702-2915

**PUBLIC SAFETY & EMERGENCY
MANAGEMENT ADMINISTRATOR
Ryan Murphy**

**PUBLIC SAFETY
COMMISSION**



PUBLIC SAFETY & EMERGENCY PREPAREDNESS - SUMMARY

Department: Public Safety & Emergency Preparedness

Budget Year: 2024
Division: Public Safety Department
Tax District: Full Town

Cost Center #: 3412
Manager: Ryan Murphy

NOTES:

Departmental Mission & Responsibilities:

Emergency preparedness is most clearly defined as an organized effort to mitigate against, prepare for, respond to and recover from any event (be it natural or man made) which threatens to, or actually does inflict damage to people and/or property, by bringing together the proper mix of resources from the federal, state and local governments, the public and business and industry.

It is the responsibility of Emergency Preparedness to facilitate interdepartmental coordination of Southampton Town departments, to maintain a plan for the Town of Southampton, addressing the following: emergency communications systems; emergency exercises/drills; evacuation plan and training; public information /education; warning system, mobilization of emergency personnel/equipment; and interagency planning and coordination with other agencies at local, county, state and federal levels.

Workload:

Upgrade and maintain Emergency Preparedness Plan, inventory and repair of existing equipment, establish contacts with the many public safety organizations (fire departments/ambulance corps), federal, state, county and local governmental bodies and provide training/instruction/exercises for local agencies. This is a continual process.

This also includes funding for Fire and EMS Training and maintenance of the Fire Training Building in Hampton Bays.

Goals & Objectives:

1. To construct and direct the implementation of an Emergency Preparedness plan that fully addresses Town-wide MITIGATION, PREPARATION, RESPONSE AND RECOVERY.
2. Hold periodic meetings to instill the philosophy that Emergency Management/Preparedness is a group effort and partnership of all Town government departments and agencies to ensure public safety in the event of a disaster.

Legal Authority:

Established pursuant to Southampton Town Board Resolution 2010-791.

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 1/1/24	Alloc. %
Public Safety Department													
Public Safety													
Public Safety & Emergency Preparedness - 3412													
Town Code Compliance and Emergency Management Technician	ADMINISTRATIVE	132,215	6,611	0	138,826	36,756	8,643	15,614	1,073	62,086	200,912	3.9	100.0
Administrative Assistant	ADMINSUPPORT	67,546	2,027	0	69,573	36,756	5,345	7,825	552	50,479	120,052	10.0	100.0
Guard	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 3	70,156	2,806	7,859	80,821	1,716	6,206	9,087	602	17,611	98,432	8.3	100.0
Office Assistant - Vacant	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - B / Step 2	49,188	0	0	49,188	16,560	3,779	5,533	402	26,275	75,462	0.9	100.0
	PART-TIME	30,115	0	0	30,115	0	2,314	0	253	2,567	32,682		100.0
Total Public Safety & Emergency Preparedness - 3412		349,220	11,444	7,859	368,523	91,788	26,288	38,059	2,883	159,018	527,541		

NOTES:

Town of Southampton

2024 Adopted Budget

Public Safety & Emergency Preparedness - 3412

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Difference	2024 Adopted / 2023 % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget	
Real Property Taxes:																	
1001	Property Taxes	571,320	568,390	550,551	547,142	547,142	578,098	573,041	573,041	573,041	25,899	4.73%	604,553	614,529	614,529	614,529	
	Total Real Property Taxes	571,320	568,390	550,551	547,142	547,142	578,098	573,041	573,041	573,041	25,899	4.73%	604,553	614,529	614,529	614,529	
	Total Revenue	571,320	568,390	550,551	547,142	547,142	578,098	573,041	573,041	573,041	25,899	4.73%	604,553	614,529	614,529	614,529	
Salaries:																	
6100	Salaries	292,315	299,183	309,280	306,124	268,029	319,104	319,104	319,104	319,104	(12,981)	(4.24%)	328,764	328,764	328,764	328,764	
6101	Overtime	0	3,609	0	4,000	2,109	0	0	0	0	4,000	100.00%	0	0	0	0	
6105	Part Time Salaries	35,700	302	30,115	26,115	7,848	30,115	30,115	30,115	30,115	(4,000)	(15.32%)	30,115	30,115	30,115	30,115	
6110	Longevity	6,153	8,721	9,088	9,088	9,167	11,444	11,444	11,444	11,444	(2,356)	(25.93%)	11,554	11,554	11,554	11,554	
6127	Cash in Lieu of Health Benefits	0	6,633	6,899	6,899	3,811	6,899	7,859	7,859	7,859	(960)	(13.92%)	6,899	7,859	7,859	7,859	
	Total Salaries	334,168	318,446	355,382	352,226	290,964	367,563	368,523	368,523	368,523	(16,297)	(4.63%)	377,332	378,292	378,292	378,292	
Employee Benefits - Current:																	
6810	Employee Retirement - Active	34,604	34,732	37,874	37,874	31,105	36,921	38,059	38,059	38,059	(185)	(0.49%)	37,990	39,158	39,158	39,158	
6830	FICA Tax Expenditure	24,358	23,660	25,568	25,326	21,674	26,207	26,288	26,288	26,288	(962)	(3.80%)	26,752	26,833	26,833	26,833	
6835	MTA Tax	1,141	1,008	1,213	1,202	901	1,254	1,258	1,258	1,258	(56)	(4.68%)	1,288	1,292	1,292	1,292	
6840	Worker's Compensation	1,345	1,373	1,358	1,358	1,260	1,397	1,537	1,537	1,537	(179)	(13.18%)	1,436	1,579	1,579	1,579	
6860	Medical Insurance - Active Employees	93,828	82,920	62,088	62,088	68,970	75,528	84,924	84,924	84,924	(22,836)	(36.78%)	75,528	84,924	84,924	84,924	
6865	Dental & Optical	6,288	4,385	6,480	6,480	3,768	8,640	6,864	6,864	6,864	(384)	(5.93%)	8,640	6,864	6,864	6,864	
6875	Disability	88	15	88	88	22	88	88	88	88	0	0.00%	88	88	88	88	
	Total Employee Benefits - Current	161,652	148,092	134,669	134,416	127,700	150,036	159,018	159,018	159,018	(24,602)	(18.30%)	151,721	160,737	160,737	160,737	
	Total Employee Costs	495,820	466,539	490,051	486,642	418,664	517,598	527,541	527,541	527,541	(40,899)	(8.40%)	529,053	539,029	539,029	539,029	
Contractual:																	
6401	Contracts	30,000	0	15,000	15,000	1,800	15,000	10,000	10,000	10,000	5,000	33.33%	30,000	30,000	30,000	30,000	
6420	Other	45,000	156	45,000	45,000	3,439	45,000	35,000	35,000	35,000	10,000	22.22%	45,000	45,000	45,000	45,000	
6445	Food	500	187	500	500	0	500	500	500	500	0	0.00%	500	500	500	500	
	Total Contractual	75,500	343	60,500	60,500	5,239	60,500	45,500	45,500	45,500	15,000	24.79%	75,500	75,500	75,500	75,500	
	Total Expenditures	571,320	466,882	550,551	547,142	423,904	578,098	573,041	573,041	573,041	(25,899)	(4.73%)	604,553	614,529	614,529	614,529	
	Net Surplus (Deficit)	0	101,508	0	0	123,238	0	0	0	0			0	0	0	0	

INVESTIGATION & ENFORCEMENT UNIT - SUMMARY

Department: Investigation & Enforcement Unit

Budget Year: 2024

Division: Public Safety Department

Tax District: Part Town Land Management (22)

Cost Center #: 3125

Manager: Ryan Murphy

NOTES:

Departmental Mission & Responsibilities:

The goals and objectives of this unit are to obtain compliance with all local and state codes by voluntary compliance. Absent voluntary compliance, the unit assists in the prosecution of the offenders in Town Justice Court, as directed by the prosecutors in the Town Attorney's Office.

Workload:

The investigations and Enforcement Unit is responsible to effectively, efficiently and proactively investigate all violations of quality of life complaints within the Town of Southampton. The unit will assist in obtaining compliance, the ultimate goal of all violations of the Town and State codes as reported to or discovered by investigation of the members of the unit. Many complaints and code violations are corrected by voluntary compliance of the residents and property owners in the Township. The overall mission of the unit is to assist in correcting quality of life violations by voluntary compliance and education of the residents of the Town.

Goals & Objectives:

The goals and objectives of this unit are to obtain compliance with all local and state codes by voluntary compliance. Absent voluntary compliance, the unit assists in the prosecution of the offenders in Town Justice Court, as directed by the prosecutors in the Town Attorney's Office.

Legal Authority:

The Investigation & Enforcement Unit was created by adoption of the 2007 Operating Budget.

2024 Investigation & Enforcement Unit Fee Schedule

Fee Schedule	2024 Fee Schedule	Proposed Increase
Rental Permits are renewable every two years		
Standard Fee	\$350	
Renewal Fee	\$350	
Income Qualified Tenant fee waived		
Enhanced Star, Veterans Exemption, or Senior Citizen’s Exemption	\$150 \$175	\$25
Volunteer Fire Department or Ambulance Workers Real Property Exemption	\$150 \$175	\$25
Inspection / Certification by Licensed Architect or Licensed Engineer	\$250	
Senior Citizen (as per §330-5) or Qualified Disabled Person (as per §216-2)	\$150 \$175	\$25
Property in Violation of Chapter 270 (Rental Properties)	\$500 Double the Standard Fee	\$200
Expedited Permit Application	\$750	
Re-inspection Fee for any property requiring more than three inspection visits.	\$50	

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 1/1/24	Alloc. %
Public Safety Department													
Investigations and Enforcement													
Investigation & Enforcement Unit - 3125													
Administrative Aide	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - D / Step 2	57,233	0	0	57,233	16,560	4,398	6,438	465	27,861	85,094	1.4	100.0
Ordinance Enforcement Officer	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - J / Step 3	82,434	0	300	82,734	36,756	6,841	10,015	7,007	60,619	143,353	4.9	100.0
Ordinance Inspector	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 5	72,090	0	847	72,937	36,756	6,027	8,824	6,132	57,739	130,675	3.6	100.0
Ordinance Inspector	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 1	68,222	0	300	68,522	36,756	5,665	8,294	5,802	56,518	125,040	0.4	100.0
Ordinance Inspector - Spanish Speaking	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 6	73,056	0	8,159	81,215	1,716	6,666	9,760	6,239	24,381	105,596	5.5	100.0
Ordinance Inspector - Spanish Speaking	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 2	69,189	0	300	69,489	36,756	5,745	8,411	5,884	56,797	126,286	1.3	100.0
Ordinance Inspector - Spanish Speaking	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 2	69,189	0	300	69,489	36,756	5,745	8,411	5,884	56,797	126,286	2.3	100.0
Town Investigator	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - H / Step 1	72,197	0	8,159	80,356	1,716	6,595	9,656	6,166	24,133	104,489	2.6	100.0
Ordinance Inspector	CSEA40HOUR-NEW / CSEA40HOUR-NEW - G / Step 3	71,079	5,686	838	77,603	18,204	6,378	9,337	6,066	39,984	117,587	15.5	100.0
Ordinance Inspector PT	PART-TIME	35,000	0	300	35,300	0	2,918	0	2,986	5,903	41,203		100.0
Total Investigation & Enforcement Unit - 3125		669,690	5,686	19,503	694,879	221,976	56,977	79,146	52,631	410,730	1,105,610		

NOTES:

Town of Southampton

2024 Adopted Budget

Investigation & Enforcement Unit - 3125

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget
Real Property Taxes:																
1001	Property Taxes	629,243	615,234	613,151	600,104	600,104	631,738	654,160	654,160	654,160	54,056	9.01%	684,306	706,951	706,951	706,951
	Total Real Property Taxes	629,243	615,234	613,151	600,104	600,104	631,738	654,160	654,160	654,160	54,056	9.01%	684,306	706,951	706,951	706,951
Other Revenue:																
1560	Rental Permits	326,424	588,700	495,000	495,000	518,150	503,000	503,000	503,000	503,000	8,000	1.62%	460,000	460,000	460,000	460,000
2228	Revenue from Other Governments	30,000	30,000	30,000	30,000	0	0	0	0	0	(30,000)	(100.00%)	0	0	0	0
2770	Miscellaneous	0	184,398	50,000	50,000	12,212	50,000	50,000	50,000	50,000	0	0.00%	60,000	60,000	60,000	60,000
5031	Interfund Transfer - Revenue	0	0	0	0	25,000	0	0	0	0	0	0.00%	0	0	0	0
	Total Other Revenue	356,424	803,098	575,000	575,000	555,362	553,000	553,000	553,000	553,000	(22,000)	(3.83%)	520,000	520,000	520,000	520,000
	Total Revenue	985,667	1,418,332	1,188,151	1,175,104	1,155,466	1,184,738	1,207,160	1,207,160	1,207,160	32,056	2.73%	1,204,306	1,226,951	1,226,951	1,226,951
Salaries:																
6100	Salaries	530,007	513,606	629,814	617,734	531,184	634,690	634,690	634,690	634,690	(16,956)	(2.74%)	660,023	660,023	660,023	660,023
6101	Overtime	40,000	33,824	40,000	39,486	35,495	40,000	40,000	40,000	40,000	(514)	(1.30%)	40,000	40,000	40,000	40,000
6103	Accumulated Sick/Personal Days	583	591	527	1,041	1,040	1,085	1,085	1,085	1,085	(44)	(4.23%)	1,085	1,085	1,085	1,085
6105	Part Time Salaries	26,010	15,934	30,000	30,000	17,510	40,000	35,000	35,000	35,000	(5,000)	(16.67%)	40,000	35,000	35,000	35,000
6110	Longevity	15,533	8,208	10,202	10,202	7,598	5,686	5,686	5,686	5,686	4,516	44.26%	5,942	5,942	5,942	5,942
6127	Cash in Lieu of Health Benefits	14,782	16,689	13,798	13,798	9,528	13,798	15,718	15,718	15,718	(1,920)	(13.92%)	13,798	15,718	15,718	15,718
6144	Clothing Cleaning	2,400	1,375	2,700	2,700	2,400	2,700	2,700	2,700	2,700	0	0.00%	2,700	2,700	2,700	2,700
	Total Salaries	629,316	590,227	727,041	714,961	604,755	737,959	734,879	734,879	734,879	(19,918)	(2.79%)	763,548	760,468	760,468	760,468
Employee Benefits - Current:																
6810	Employee Retirement - Active	75,862	76,142	81,277	81,277	66,750	76,493	79,146	79,146	79,146	2,130	2.62%	79,475	82,223	82,223	82,223
6830	FICA Tax Expenditure	51,001	44,153	59,153	58,228	44,976	60,061	60,037	60,037	60,037	(1,809)	(3.11%)	62,154	62,139	62,139	62,139
6835	MTA Tax	2,271	1,986	2,633	2,591	1,825	2,673	2,672	2,672	2,672	(81)	(3.14%)	2,766	2,766	2,766	2,766
6840	Worker's Compensation	37,367	38,153	46,200	46,200	42,892	47,156	49,922	49,922	49,922	(3,723)	(8.06%)	48,918	51,803	51,803	51,803
6860	Medical Insurance - Active Employees	121,116	127,200	201,192	201,192	166,186	183,588	206,532	206,532	206,532	(5,340)	(2.65%)	183,588	206,532	206,532	206,532
6865	Dental & Optical	12,576	11,096	14,580	14,580	11,843	17,280	15,444	15,444	15,444	(864)	(5.93%)	17,280	15,444	15,444	15,444
6875	Disability	159	5	176	176	10	176	176	176	176	0	0.00%	176	176	176	176
	Total Employee Benefits - Current	300,351	298,735	405,210	404,243	334,481	387,428	413,930	413,930	413,930	(9,687)	(2.40%)	394,358	421,083	421,083	421,083
	Total Employee Costs	929,667	888,962	1,132,251	1,119,204	939,236	1,125,388	1,148,809	1,148,809	1,148,809	(29,605)	(2.65%)	1,157,906	1,181,551	1,181,551	1,181,551
Contractual:																
6403	Gasoline	14,000	18,425	14,000	14,000	9,627	14,000	15,000	15,000	15,000	(1,000)	(7.14%)	15,000	15,000	15,000	15,000
6406	Repair Equipment	1,000	0	1,700	2,055	2,083	2,000	2,000	2,000	2,000	55	2.68%	2,000	2,000	2,000	2,000
6410	Postage	4,000	4,000	3,000	3,000	2,258	3,000	3,000	3,000	3,000	0	0.00%	4,000	4,000	4,000	4,000
6411	Printing and Stationery	2,000	1,530	2,000	2,997	1,554	2,000	2,000	2,000	2,000	997	33.27%	1,500	1,500	1,500	1,500
6412	Publications	3,200	2,944	3,400	3,400	2,103	4,050	4,050	4,050	4,050	(650)	(19.12%)	2,200	2,200	2,200	2,200
6418	Uniforms	5,000	4,643	6,500	6,500	2,591	6,500	6,500	6,500	6,500	0	0.00%	3,000	3,000	3,000	3,000
6420	Other	10,000	5,964	10,000	9,645	5,037	12,000	11,000	11,000	11,000	(1,355)	(14.05%)	2,000	2,000	2,000	2,000
6423	Small Equipment (Non-Capital)	1,000	9,025	1,000	1,000	567	1,000	1,000	1,000	1,000	0	0.00%	2,500	2,500	2,500	2,500
6425	Office Supplies	3,000	2,292	3,000	3,000	1,798	3,000	3,000	3,000	3,000	0	0.00%	4,400	4,400	4,400	4,400
6450	Schools & Training	6,500	3,411	5,000	5,000	4,886	5,500	5,500	5,500	5,500	(500)	(10.00%)	3,500	3,500	3,500	3,500
6466	Telephone - Wireless	4,300	4,185	4,300	4,300	3,188	4,300	4,300	4,300	4,300	0	(0.01%)	4,300	4,300	4,300	4,300

Town of Southampton

2024 Adopted Budget

Investigation & Enforcement Unit - 3125

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 Amended % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget
6477	Copier Leases	2,000	211	2,000	2,000	0	2,000	1,000	1,000	1,000	1,000	50.00%	2,000	1,000	1,000	1,000
	Total Contractual	56,000	56,628	55,900	56,897	35,691	59,350	58,350	58,350	58,350	(1,453)	(2.55%)	46,400	45,400	45,400	45,400
	Total Expenditures	985,667	945,590	1,188,151	1,176,101	974,927	1,184,738	1,207,160	1,207,160	1,207,160	(31,058)	(2.64%)	1,204,306	1,226,951	1,226,951	1,226,951
	Net Surplus (Deficit)	0	472,742	0	(997)	180,539	0	0	0	0			0	0	0	0
	Appropriated Fund Balance:															
9090	Appropriated Fund Balance	0	0	0	997	0	0	0	0	0			0	0	0	0
	Net Surplus (Deficit)	0	472,742	0	0	180,539	0	0	0	0			0	0	0	0

FIRE PREVENTION - SUMMARY

Department: Fire Prevention

Budget Year: 2024

Division: Public Safety Department

Tax District: Full Town

Cost Center #: 3410

Manager: Ryan Murphy

NOTES:

Departmental Mission & Responsibilities:

The division will continue to work to save lives, protect public safety, and help businesses comply with fire codes. It will continue to coordinate with local fire departments and emergency medical providers. The Chief Fire Marshal or designee shall continue to serve as Liaison for the Fire Advisory Board, EMS Advisory Committee, Southampton Town Chiefs Council and the Southampton Town Fire District Officers Association. The Chief Fire Marshal shall continue to administer the provisions of Chapter 164 of the Town Code, and other code sections as requested or as defined within the relevant Chapter.

In addition the office will continue to be responsible for the administration of a permit system consisting of operating permits, tent and canopy permits, as well as the responsibility to administer Special Event, Public Assembly and Outdoor Dining, Bed and Breakfast establishments, Farmstands, Junkyards, and Mobile Home Parks.

Workload:

The office performs inspections of businesses within the Town, as well as villages of Quogue and Sagaponack. It also performs plans review of site plans, subdivisions and commercial building plans, including tenant changes, fire alarms, commercial cooking equipment and fire extinguishment systems including residential sprinkler systems, in the Town and assists the Village of Quogue as requested. It handles fire investigations, hazardous materials response and fire related complaints in the Town, as well as the Villages of North Haven, Quogue, Sagaponack and Westhampton Beach. It performs violation searches, usually for title and mortgage companies. The review of Special Events applications and permit approval were added to its duties in 2010. Applicants are required to submit an Incident Action Plan, which is used to provide information to emergency responders to help ensure the safety of attendees. Fire Prevention continues to provide support for Emergency Preparedness, including Emergency Operations Center (EOC) staffing at the Town and County level.

Goals & Objectives:

Consistent with its mission, Fire Prevention will continue to work to save lives, protect public safety, and help businesses comply with fire codes, as well as coordinating with local fire departments and emergency medical personnel.

Legal Authority:

Fire Prevention was created by Local Ordinance 49 effective 1/1/68. Authority for operating permits is defined in Chapter 164 of the Town Code. Other permit processes and administration are defined within various chapters of the Town Code. In 2012, the Fire Prevention and Fire Marshal costing centers were combined into Fire Prevention (3410).

2024 Fire Prevention Fee Schedule

Fee Schedule	2024 Fee Schedule	Proposed Increase
PERMIT TYPE: TC 164		
Operating Permits: All operating permits:	There shall be a late fee of \$50 for any permit that is not renewed within thirty days of its date of expiration.	
	After 60 days late - late fee <u>1.5X</u> the permit fee for all operating permits	
Combustible dust/vapor producing operations	\$175	
Storage of Compressed and liquefied gases		
Up to 10,000 gallons [container water capacity]	\$300	
In excess of 10,000 gallons (container water capacity)	\$600	
Storage of Retail Sale of Propane (exchange)		
2,000 gallons or less	\$275	
Explosive materials	\$750	
Public Fireworks display/proximate audience display/pyrotechnic display and special effects	\$700	
Private Fireworks display/proximate audience display/pyrotechnic display and special effects	\$700	
Flammable/combustible liquids		
Greater than 55 gallons but less than <i>1,000 gallons</i>	\$150	
<i>1,000 gallons or greater</i>	\$600	
Marine fueling operations	\$300	
Flammable finishing	\$200	
Pyroxylin Plastics	\$150	
Welding	\$75	
Facilities with H areas	\$450	
Aviation facilities	\$250	
Dry cleaning	\$100	

NOTES:

2024 Fire Prevention Fee Schedule

Fee Schedule	2024 Fee Schedule	Proposed Increase
Fruit crop ripening facilities	\$100	
Fumigation and fogging	\$100	
Semi-conductor fabrication	\$500	
Lumber and woodworking facilities	\$200	
Organic coating processes	\$175	
Industrial ovens	\$175	
Motor fuel repair operations	\$175	
High piled storage	\$175	
Tire rebuilding	\$275	
Aerosols	\$175	
Combustible fibers	\$200	
Corrosive material	\$250	
Cryogenic fluids	\$250	
Flammable gases	\$175	
Flammable solids	\$225	
Toxic materials	\$225	
Organic peroxides	\$250	
Oxidizers		
Class 1	\$125	
Class 2	\$275	
Class 3	\$400	
Class 4	\$500	
Unstable materials		
Class 1	\$200	
Class 2	\$300	
Class 3	\$400	
Class 4	\$500	

NOTES:

2024 Fire Prevention Fee Schedule

Fee Schedule	2024 Fee Schedule	Proposed Increase
Water reactive materials	\$300	
*increase minimum late fee in 2014 to not less than	\$50	
Single event/seasonal permits		
Bon fires	\$75	
Late fee - less than 48 hours' notice	\$50	
Tents - Residential	(First tent fee is based upon the largest sized tent)	
First tent:		
Less than 1,000 sq. ft.	\$75	
1,000 sq. ft. but less than 5,000 sq. ft.	\$200	
5,000 sq. ft. but less than 10,000 sq. ft.	\$300	
10,000 sq. ft. but less than 15,000 sq. ft.	\$500	
15,000 sq. ft. but less than 50,000 sq. ft.	\$750	
50,000 sq. ft. or greater	\$1,500	
For each additional tent less than 1,000 sq. ft.	\$100	
For each additional tent 1,000 sq. ft. but less than 10,000 sq. ft.	\$150	
For each additional tent greater than 10,000 sq. ft.	\$300	
Late fee - less than 48 hours' notice		
	(There is one late fee charged regardless of the number of tents. It is based upon the size of the largest tent.)	
For tents less than 10,000 sq. ft.	\$75	
For tents 10,000 sq. ft. or greater	\$200	

NOTES:

2024 Fire Prevention Fee Schedule

Fee Schedule	2024 Fee Schedule	Proposed Increase
Tents – Commercial (First tent fee is based upon the largest sized tent)		
First tent:		
Less than 1,000 sq. ft.	\$300	
1,000 sq. ft. but less than 5,000 sq. ft.	\$350	
5,000 sq. ft. but less than 10,000 sq. ft.	\$400	
10,000 sq. ft. but less than 15,000 sq. ft.	\$500	
15,000 sq. ft. but less than 50,000 sq. ft.	\$700	
50,000 sq. ft. or greater	\$1,500	
For each additional tent less than 1,000 sq. ft.	\$125	
For each additional tent 1,000 sq. ft. but less than 10,000 sq. ft.	\$175	
For each additional tent greater than 10,000 sq. ft.	\$300	
Late fee - less than 48 hours' notice	(There is one late fee charged regardless of the number of tents. It is based upon the size of the largest tent.)	
For tents less than 10,000 sq. ft.	\$150	
For tents 10,000 sq. ft. or greater	\$300	
Compressed and liquefied gases		
<i>For each temporary installation</i>		
2,000 gallons or less	\$75	
Late fee	\$50	
Seasonal canopy permits - due May 31		
There shall be a late fee of	\$75 for any seasonal canopy permit that is not renewed within thirty days of its date of expiration.	

NOTES:

2024 Fire Prevention Fee Schedule

Fee Schedule	2024 Fee Schedule	Proposed Increase
Permits for system installation: Pre-installation fee - if any fire-protection system is modified or commencement of any installation is started without the benefit of applicable fire-prevention permits, all fees associated with said modification or installation will be equal to double the otherwise applicable fee for all fire-prevention permits		
Plans review for commercial cooking vapor system		
<i>New</i>	\$250	
Amended Plan	\$100	
Plans review for alteration to commercial cooking vapor system		
<i>Alteration</i>	\$175	
Amended Plan	\$100	
Plans review for new fire extinguishing system (wet/dry)		
<i>Wet System</i>	\$250	
Amended Plan	\$100	
Plans review for alteration of fire extinguishing system (wet/dry)		
<i>Wet System</i>	\$175	
Amended Plan	\$100	
Installation of LPG system (one and two family exempt)		
<i>Aboveground includes exchange sites</i>	\$200	
<i>Underground</i>	\$350	
<i>Acceptance/compliance test</i>	\$100 per visit	

NOTES:

2024 Fire Prevention Fee Schedule

Fee Schedule	2024 Fee Schedule	Proposed Increase
Plans review for Fire Sprinkler		
- NFPA 13 Standard (up to 25 devices)	\$300	
Additional Devices (26 and above)	(\$7 each additional device)	
<i>Alteration to fire sprinkler (up to 25 devices)</i>	\$200	
Two hour pressure test/acceptance test inspections for sprinklers systems	\$125	
Plans review for Fire Sprinkler NFPA 13R or 13D	\$200	
<i>Alteration to fire sprinkler</i>	\$100	
<i>Acceptance/compliance test</i>	\$100 per visit	
Smoke/fire detection system plans review		
<i>New</i>	\$200	
<i>Alteration to system</i>	\$100	
Acceptance Test (per visit)	\$100	
Plans review for installation of aboveground flammable/combustible liquid tank	\$300	
(Residential and heating system tanks are exempt)		
Final inspection for compliance	\$50 per visit	
All change order plans review	\$100	
Plans review for installation of underground flammable/combustible liquid tank	\$350	
(residential and heating systems are exempt)		
Final inspection for compliance	\$50 per visit	
All change order plans review	\$100	

NOTES:

2024 Fire Prevention Fee Schedule

Fee Schedule	2024 Fee Schedule	Proposed Increase
Plans review for removal of underground flammable/combustible liquid tank	\$275	
(residential and heating systems are exempt)		
Final inspection for compliance	\$50 per visit	
All change order plans review	\$100	
Plans review for installation of cistern	\$200	
Final inspection for compliance	\$75 per visit	
All change order plans review	\$125	
Plans review for any "H" occupancy or area	\$600	
Final inspection for compliance	\$150 per visit	
All change order plans review	\$200	
Violation Search	\$50	
Amended Plans Fee for Smoke/Fire Detection System Permits, Fire Sprinkler NFPA 13 Standard and Fire Sprinkler NFPA 13R or 13D	\$100	
Reactivation Fee for Smoke/Fire Detection System Permits, Fire Sprinkler NFPA 13 Standard, Fire Sprinkler NFPA 13R or 13D, Fire Extinguishing System (wet/dry)	1/2 the price of the permit	
a. Smoke/Fire Detection System Permits (NEW) - \$100, (ALTERATION) - \$50		
b. Fire Sprinkler NFPA 13 Standard (NEW) - \$150 (ALTERATION) - \$100		
c. Fire Sprinkler NFPA 13R or 13D (NEW) \$100 (ALTERATION) - \$50		
d. Fire Extinguishing System (wet/dry) (NEW) - \$125 (ALTERATION) - \$87.50		

NOTES:

2024 Fire Prevention Fee Schedule

Fee Schedule	2024 Fee Schedule	Proposed Increase
Public Assembly		
<i>Occupant load</i>		
Less than 50	\$0	
50-250	\$200	
251-500	\$400	
501 – 1,050	\$700	
More than 1,050	\$1,000	
PERMIT TYPE: TC 199 Annual Permit		
Junkyard Annual Fee		
There shall be a late fee of	\$450	
	\$100 for any permit that is not renewed within thirty days of the renewal date.	
PERMIT TYPE: TC 220 Annual Permit		
Manufactured Home Annual Fee		
There shall be a late fee of \$100 for any permit that is not renewed within thirty days of the renewal date.	\$500	
PERMIT TYPE: TC 250 Annual Permit		
Sidewalk Dining		
There shall be a late fee of	\$300	
	\$100 for any permit that is not renewed within thirty days of the renewal date.	
Violation Fee		
Violation Fee	Double the permit fee	
PERMIT TYPE: TC 330 Annual Permit		
Bed & Breakfast Annual Fee		
There shall be a late fee of	\$250	
	\$100 for any permit that is not renewed within thirty days of its date of expiration.	

NOTES:

2024 Fire Prevention Fee Schedule

Fee Schedule	2024 Fee Schedule	Proposed Increase
PERMIT TYPE: TC 330 Temporary Permit		
Farm Stand Fee	\$50	
Late fee	\$25	
PERMIT TYPE: TC Annual Permit		
Mulch & Hogging Log Storage Application	\$300 per location (tax map Number)	
Late fee	\$75	
Crowd Manager Training Class	\$20/student	\$20/student

NOTES:

2024 Fire Prevention Fee Schedule

Fee Schedule	2024 Fee Schedule	Proposed Increase
Special Event & Parade Application Fees (\$283-5):		
For parades and 1 day events with less than	250 people: \$50 per event day; \$25 per set up day	
For events occurring over more than two days and/or events with	250 - 500 people: \$150 per event day; \$75 per set up day	
For events occurring over more than two days and/or events with	500 - 1000 people: \$300 per event day; \$150 per set up day	
For events occurring over more than two days and/or events with	1000 – 3000 people: \$650 per event day; \$250 per set up day	
For events occurring over more than two days and/or events with more than	3000 people: \$1350 per event day; \$600 per set up day	
Late Application Fee	\$10 per day the first 30 days, \$30 per day from 31 - 75 days late, if accepted between 76 - 90 days late flat fee of \$2500	

Fee Schedule	2024 Fee Schedule	Proposed Increase
Special Events held on parcels with PDD designation		
For parades and 1 day events with less than	250 people: \$50 per event day; \$25 per set up day	
For events occurring over more than one day and/or events with	250 - 500 people: \$100 per event day; \$50 per set up day	
For events occurring over more than one day and/or events with more than	500 people: \$200 per event day \$100 per set up day	

NOTES:

2024 Fire Prevention Fee Schedule

Fee Schedule	2024 Fee Schedule	Proposed Increase
Fee for amendment to application (§283-8):		
Any amendment to the application for a parade or Special Event permit will be subject to an amendment fee of 25% of the applicable application fee. Amendments may include changes to the location, route, parking plan, number of people expected, etc. Amendments to Incident Action Plans or Parking Plans at the request of the Town are not considered amendments to the application.		
Late Application Fee (§283-5):		
Special Event & Parade Late Application Fee:	<u>\$10/per day within 30 days beyond the submission deadline in §283-2B.</u>	
	\$25/per day if more than 30 days late & application is accepted.	
Liability Insurance (§283-3A):		
Pursuant to §283-3A, the applicant and/or property owner shall furnish the Town with a comprehensive liability insurance policy, naming the Town as an additional insured, in the amount of the Town's self-insured retention, which is currently \$1,000,000.00 General Aggregate and Each Occurrence. Also pursuant to §283-3A, if serving alcohol at an event, Liquor Liability Insurance Policy naming the Town as an additional insured in the amount of the \$1,000,000.00 General Aggregate and Each Occurrence, will also be required.		
Appeal Fee (§283-9B):		
Appeal before Public Safety Commission:	\$200/per application	
Cost Reimbursement (§283-3B):		
Chapter 283 allows for cost reimbursement to the Town for all necessary staffing at an event or parade. Applicants will be billed at the highest going rate and highest overtime rate for any Police Officer, Traffic Control Officer, Traffic Control Specialist, Police Officer, Captain, Detective, Fire Marshal, Code Enforcement Officer, or Highway Department employee used at the event or parade. Also, applicants will be billed a 28% surcharge to reflect salary contributions towards FICA, Medicare, Workers Compensation, and retirement.		

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 1/1/24	Alloc. %
Public Safety Department													
Fire Prevention													
Fire Prevention - 3410													
Fire Marshal I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 4	71,123	2,845	300	74,268	36,756	5,981	8,756	4,195	55,688	129,956	8.2	100.0
Fire Marshal I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 2	69,189	0	0	69,189	36,756	5,584	8,175	4,071	54,587	123,776	0.8	100.0
Fire Marshal I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 5	72,090	0	8,159	80,249	1,716	6,442	9,432	4,269	21,859	102,108	4.4	100.0
Fire Marshal I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 4	71,123	0	300	71,423	36,756	5,763	8,437	4,186	55,142	126,565	3.3	100.0
Office Assistant - Spanish Speaking	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - B / Step 2	49,188	0	0	49,188	16,560	3,779	5,533	402	26,275	75,462	1.4	100.0
Office Assistant - Spanish Speaking	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - B / Step 3	49,864	0	3,329	53,193	1,716	4,086	5,982	419	12,203	65,396	1.6	100.0
Chief Fire Marshal	CSEA40HOUR-NEW / CSEA40HOUR-NEW - O / Step 4	106,915	10,692	3,725	121,332	40,644	8,466	14,248	6,330	69,688	191,020	35.4	100.0
Fire Marshal II	CSEA40HOUR-OLD / CSEA40HOUR-OLD - 13 / Step 6	91,114	9,111	300	100,525	40,644	8,074	11,820	5,388	65,925	166,450	30.0	100.0
Fire Marshal I	PART-TIME	22,500	0	300	22,800	0	1,839	0	1,337	3,176	25,976		100.0
Fire Marshal I	PART-TIME	22,500	0	300	22,800	0	1,839	0	1,337	3,176	25,976		100.0
Total Fire Prevention - 3410		625,605	22,648	16,713	664,966	211,548	51,853	72,384	31,933	367,719	1,032,685		

NOTES:

Town of Southampton

2024 Adopted Budget

Fire Prevention - 3410

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 Amended % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget	
Real Property Taxes:																	
1001	Property Taxes	596,850	582,206	764,671	764,671	764,671	675,576	745,484	745,484	745,484	(19,187)	(2.51%)	598,510	654,567	654,567	654,567	
	Total Real Property Taxes	596,850	582,206	764,671	764,671	764,671	675,576	745,484	745,484	745,484	(19,187)	(2.51%)	598,510	654,567	654,567	654,567	
Other Revenue:																	
1523	Alarm Billing	50,000	129,695	65,000	65,000	122,180	65,000	90,000	90,000	90,000	25,000	38.46%	55,000	65,000	65,000	65,000	
1561	Inspection Contracts	1,000	0	1,000	1,000	0	1,000	1,000	1,000	1,000	0	0.00%	1,000	1,000	1,000	1,000	
2550	Public Safety Permits	250,000	420,395	300,000	300,000	184,317	325,000	315,000	315,000	315,000	15,000	5.00%	325,000	325,000	325,000	325,000	
2553	Special Event Permits	143,529	0	100,000	100,000	0	100,000	50,000	50,000	50,000	(50,000)	(50.00%)	100,000	100,000	100,000	100,000	
2680	Insurance Recoveries	0	1,718	0	0	0	0	0	0	0	0	0.00%	0	0	0	0	
2770	Miscellaneous	0	16,671	0	4,142	4,813	0	0	0	0	(4,142)	(100.00%)	0	0	0	0	
	Total Other Revenue	444,530	568,479	466,000	470,142	311,309	491,000	456,000	456,000	456,000	(14,142)	(3.01%)	481,000	491,000	491,000	491,000	
	Total Revenue	1,041,380	1,150,685	1,230,671	1,234,813	1,075,980	1,166,576	1,201,484	1,201,484	1,201,484	(33,329)	(2.70%)	1,079,510	1,145,567	1,145,567	1,145,567	
Salaries:																	
6100	Salaries	535,081	520,549	629,668	614,668	468,551	580,605	580,605	580,605	580,605	34,063	5.54%	602,647	602,647	602,647	602,647	
6101	Overtime	42,000	68,668	42,000	64,000	57,090	47,000	47,000	47,000	47,000	17,000	26.56%	35,000	35,000	35,000	35,000	
6103	Accumulated Sick/Personal Days	4,665	486	3,752	3,752	3,097	3,425	3,425	3,425	3,425	327	8.72%	3,425	3,425	3,425	3,425	
6105	Part Time Salaries	37,500	44,414	37,500	28,500	16,320	37,500	45,000	45,000	45,000	(16,500)	(57.89%)	37,500	45,000	45,000	45,000	
6110	Longevity	22,925	25,892	29,019	29,019	21,640	22,648	22,648	22,648	22,648	6,372	21.96%	23,470	23,470	23,470	23,470	
6127	Cash in Lieu of Health Benefits	14,782	9,743	9,885	9,885	5,425	9,885	11,188	11,188	11,188	(1,303)	(13.18%)	9,885	11,188	11,188	11,188	
6144	Clothing Cleaning	1,800	1,800	2,400	2,400	1,725	2,100	2,100	2,100	2,100	300	12.50%	2,100	2,100	2,100	2,100	
	Total Salaries	658,754	671,552	754,224	752,224	573,849	703,163	711,966	711,966	711,966	40,258	5.35%	714,028	722,831	722,831	722,831	
Employee Benefits - Current:																	
6810	Employee Retirement - Active	69,801	70,059	73,539	73,539	60,396	70,299	72,384	72,384	72,384	1,155	1.57%	72,902	75,059	75,059	75,059	
6830	FICA Tax Expenditure	48,696	51,111	55,997	55,997	43,214	51,145	51,853	51,853	51,853	4,144	7.40%	52,540	53,248	53,248	53,248	
6835	MTA Tax	2,192	2,328	2,530	2,530	1,788	2,329	2,361	2,361	2,361	169	6.68%	2,411	2,442	2,442	2,442	
6840	Worker's Compensation	27,996	28,584	31,852	31,852	29,571	28,944	29,396	29,396	29,396	2,455	7.71%	29,959	30,413	30,413	30,413	
6860	Medical Insurance - Active Employees	127,164	103,161	190,500	190,500	139,367	140,364	197,820	197,820	197,820	(7,320)	(3.84%)	140,364	197,820	197,820	197,820	
6865	Dental & Optical	12,576	10,504	12,960	12,960	10,497	17,280	13,728	13,728	13,728	(768)	(5.93%)	17,280	13,728	13,728	13,728	
6875	Disability	176	16	194	194	15	176	176	176	176	18	9.09%	176	176	176	176	
	Total Employee Benefits - Current	288,601	265,762	367,572	367,572	284,848	310,538	367,719	367,719	367,719	(147)	(0.04%)	315,632	372,886	372,886	372,886	
	Total Employee Costs	947,355	937,314	1,121,796	1,119,796	858,697	1,013,701	1,079,685	1,079,685	1,079,685	40,112	3.58%	1,029,660	1,095,717	1,095,717	1,095,717	
Contractual:																	
6401	Contracts	22,175	3,992	22,175	7,175	4,413	22,175	21,000	21,000	21,000	(13,825)	(192.68%)	10,950	10,950	10,950	10,950	
6403	Gasoline	10,800	20,203	15,000	15,000	11,325	17,000	17,000	17,000	17,000	(2,000)	(13.33%)	15,000	15,000	15,000	15,000	
6406	Repair Equipment	2,500	2,676	2,000	2,000	1,327	3,500	3,500	3,500	3,500	(1,500)	(75.00%)	600	600	600	600	
6410	Postage	300	0	300	300	0	300	300	300	300	0	0.00%	150	150	150	150	
6411	Printing and Stationery	2,000	540	2,000	2,500	1,955	3,000	2,000	2,000	2,000	500	20.00%	600	600	600	600	
6412	Publications	4,000	1,521	4,000	1,500	0	4,500	4,000	4,000	4,000	(2,500)	(166.67%)	1,400	1,400	1,400	1,400	
6416	Travel, Dues and Related	3,000	789	2,400	2,400	1,034	3,400	3,000	3,000	3,000	(600)	(25.00%)	250	250	250	250	
6418	Uniforms	2,500	3,207	3,000	6,000	4,190	4,500	4,500	4,500	4,500	1,500	25.00%	3,500	3,500	3,500	3,500	
6420	Other	1,500	4,474	3,000	3,000	1,723	5,000	3,500	3,500	3,500	(500)	(16.67%)	3,500	3,500	3,500	3,500	

ANIMAL CONTROL - SUMMARY

Department: Animal Control

Budget Year: 2024

Division: Public Safety Department

Tax District: Full Town

Cost Center #: 3511

Manager: Ryan Murphy

NOTES:

Departmental Mission & Responsibilities:

Enforcing applicable Town Code and NYS Agriculture and Market Laws to ensure public safety and quality of life for resident and visitors, including the associated animal populations.

Workload:

Responds to calls as dispatched; enforces Town Code Chapter 150 and NYS Agriculture and Markets Law Article 7; seizes dogs found to be in violation of State and local laws; provides routine patrols, including Town beaches; maintains records and files bite reports; reviews applications for Commercial Animal Enterprises and issues permits; works with the SPCA on cruelty complaints and animal emergency preparedness; follows up on dog licensing.

Goals & Objectives:

In 2010, the Animal Control Unit was relocated to the Animal Shelter. The Animal Shelter Supervisor is tasked with oversight of the privatized animal shelter. The Town will continue to function as a landlord to the Southampton Animal Shelter Foundation, the nonprofit organization which was awarded the contract to privatize the animal shelter by Town Board Resolution 2009-1313. Pursuant to this agreement, the Animal Shelter Supervisor will continue to coordinate the Town's obligations and serve as the point of contact to the Southampton Animal Shelter Foundation.

In 2015, the contract with the Southampton Animal Shelter Foundation was revised to remove the Animal Control Department from the shelter.

In 2016 the Animal Control Unit was relocated to the Fire Marshal's office on Jackson Avenue, and shelter oversight was removed from the Animal Shelter Supervisor's Duties.

Legal Authority:

Animal Control operates under the authority of NYS Agriculture & Markets Law Article 7, Sections 114 and 115 and Southampton Town Code Chapter 150.

2024 Animal Control Fee Schedule

Fee Schedule	2024 Fee Schedule	Proposed Increase
Commercial Animal Enterprise Permits	\$150	\$150
Responsible Pet Ownership Training Class	\$10 per person	\$10 per person
In Violation Fee for Responsible Pet Ownership Training Class	\$25	\$25

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 1/1/24	Alloc. %
Public Safety Department													
Animal Control Division													
Animal Control - 3511													
Animal Control Officer I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - D / Step 1	56,396	0	300	56,696	36,756	4,467	6,539	1,908	49,670	106,366	0.4	100.0
Animal Control Officer I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - D / Step 1	56,396	0	300	56,696	36,756	4,467	6,539	1,908	49,670	106,366	0.4	100.0
Animal Control Officer I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - D / Step 1	56,396	0	300	56,696	36,756	4,467	6,539	1,908	49,670	106,366	0.3	100.0
Animal Control Officer I	PART-TIME	25,000	0	300	25,300	0	1,993	0	856	2,849	28,149		100.0
Total Animal Control - 3511		194,187	0	1,200	195,387	110,268	15,393	19,618	6,580	151,859	347,246		

NOTES:

COMMUNITY RESPONSE UNIT - SUMMARY

Department: Community Response Unit

Budget Year: 2024

Division: Public Safety Department

Tax District: Full Town

Cost Center #: 3012

Manager: Ryan Murphy

NOTES:

Departmental Mission & Responsibilities:

As per resolution 2021-229 Town Board created new Cost Center under Public Safety Department.

The Town Litter Crew (TLC) program was established as an emergency response to noticeable and excessive PPE waste, including but not limited to protective face coverings and gloves, along roadways, in parking lots, at beaches and throughout the Town of Southampton.

Following the Success of the 2020 TLC program, Town Code Compliance and Emergency Management Administrator recommended expanding the program further with new and varied responsibilities to reinforce and support existing Town programs.

Workload:

Goals & Objectives:

Legal Authority:

TBR 2021-229

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 1/1/24	Alloc. %
Public Safety Department													
Public Safety													
Community Response Unit - 3012													
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 4	54,655	0	0	54,655	36,756	4,520	6,617	4,646	52,539	107,194	2.6	100.0
Total Community Response Unit - 3012		54,655	0	0	54,655	36,756	4,520	6,617	4,646	52,539	107,194		

NOTES:

Town of Southampton

2024 Adopted Budget

Community Response Unit - 3012

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 Amended % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget	
Real Property Taxes:																	
1001	Property Taxes	164,853	136,781	174,256	158,032	158,032	135,322	130,303	130,303	130,303	(27,729)	(17.55%)	139,993	145,050	145,050	145,050	
	Total Real Property Taxes	164,853	136,781	174,256	158,032	158,032	135,322	130,303	130,303	130,303	(27,729)	(17.55%)	139,993	145,050	145,050	145,050	
	Total Revenue	164,853	136,781	174,256	158,032	158,032	135,322	130,303	130,303	130,303	(27,729)	(17.55%)	139,993	145,050	145,050	145,050	
Salaries:																	
6100	Salaries	48,661	50,661	52,398	52,398	45,801	54,655	54,655	54,655	54,655	(2,257)	(4.31%)	56,759	56,759	56,759	56,759	
6105	Part Time Salaries	45,000	0	45,000	28,776	0	5,000	5,000	5,000	5,000	23,776	82.62%	5,000	5,000	5,000	5,000	
	Total Salaries	93,661	50,661	97,398	81,174	45,801	59,655	59,655	59,655	59,655	21,519	26.51%	61,759	61,759	61,759	61,759	
Employee Benefits - Current:																	
6810	Employee Retirement - Active	5,978	6,001	6,400	6,400	5,256	6,273	6,617	6,617	6,617	(217)	(3.39%)	6,515	6,872	6,872	6,872	
6830	FICA Tax Expenditure	5,961	3,622	6,222	6,222	3,251	4,923	5,040	5,040	5,040	1,182	19.00%	5,122	5,244	5,244	5,244	
6835	MTA Tax	265	161	277	277	138	285	290	290	290	(13)	(4.80%)	298	304	304	304	
6840	Worker's Compensation	3,109	3,175	2,777	2,777	2,578	2,897	4,427	4,427	4,427	(1,650)	(59.41%)	3,008	4,598	4,598	4,598	
6860	Medical Insurance - Active Employees	27,288	29,988	31,044	31,044	29,836	31,044	35,040	35,040	35,040	(3,996)	(12.87%)	31,044	35,040	35,040	35,040	
6865	Dental & Optical	1,572	1,613	1,620	1,620	1,413	1,728	1,716	1,716	1,716	(96)	(5.93%)	1,728	1,716	1,716	1,716	
6875	Disability	18	0	18	18	0	18	18	18	18	0	0.00%	18	18	18	18	
	Total Employee Benefits - Current	44,192	44,560	48,358	48,358	42,473	47,167	53,148	53,148	53,148	(4,790)	(9.91%)	47,733	53,790	53,790	53,790	
	Total Employee Costs	137,853	95,220	145,756	129,532	88,274	106,822	112,803	112,803	112,803	16,729	12.91%	109,492	115,550	115,550	115,550	
Contractual:																	
6401	Contracts	20,000	5,775	20,000	20,000	0	20,000	10,000	10,000	10,000	10,000	50.00%	20,000	20,000	20,000	20,000	
6420	Other	5,000	1,327	5,000	5,000	4,324	5,000	5,000	5,000	5,000	0	0.00%	7,000	7,000	7,000	7,000	
6466	Telephone - Wireless	2,000	375	2,000	2,000	250	2,000	1,000	1,000	1,000	1,000	50.00%	2,000	1,000	1,000	1,000	
6474	Other - Landfill Charges	0	2,329	1,500	1,500	1,408	1,500	1,500	1,500	1,500	0	0.00%	1,500	1,500	1,500	1,500	
	Total Contractual	27,000	9,806	28,500	28,500	5,982	28,500	17,500	17,500	17,500	11,000	38.60%	30,500	29,500	29,500	29,500	
	Total Expenditures	164,853	105,027	174,256	158,032	94,255	135,322	130,303	130,303	130,303	27,729	17.55%	139,993	145,050	145,050	145,050	
	Net Surplus (Deficit)	0	31,755	0	0	63,777	0	0	0	0			0	0	0	0	

PUBLIC SAFETY COMMISSION - SUMMARY

Department: Public Safety Commission

Budget Year: 2024

Division: Public Safety Department

Tax District: Full Town

Cost Center #: 3013

Manager: Ryan Murphy

NOTES:

Departmental Mission & Responsibilities:

Public Safety Commission consist of five members appointed by the Town Board to consider an applicant's appeal based upon false alarm charges, as governed by Town Code § 85-4, and uphold, modify, or remove the charges

Workload:

Goals & Objectives:

Legal Authority:

Local Law number 3 of 2009 amended Chapter 19 of the Code of the Town of Southampton, entitled " Department of Police," and established Public Safety Commission. The local law was enacted pursuant to Municipal Home Rule § 10(1)(ii)(d)(3).

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 1/1/24	Alloc. %
Public Safety Department													
Public Safety													
Public Safety Commission - 3013													
Public Safety Commission	APPOINTBOARD	1,100	0	0	1,100	0	85	124	28	236	1,336	2.0	100.0
Public Safety Commission	APPOINTBOARD	1,100	0	0	1,100	0	85	124	28	236	1,336	2.0	100.0
Public Safety Commission	APPOINTBOARD	2,100	0	0	2,100	0	162	237	37	435	2,535	2.0	100.0
Public Safety Commission	APPOINTBOARD	1,100	0	0	1,100	0	85	124	28	236	1,336	2.0	100.0
Public Safety Commission	APPOINTBOARD	1,100	0	0	1,100	0	85	124	28	236	1,336	5.8	100.0
Total Public Safety Commission - 3013		6,500	0	0	6,500	0	500	732	148	1,380	7,880		

NOTES:

Town of Southampton

2024 Adopted Budget

Public Safety Commission - 3013

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget	
Real Property Taxes:																	
1001	Property Taxes	7,302	7,852	7,305	8,029	8,029	15,903	7,880	7,880	7,880	(149)	(1.85%)	15,903	7,880	7,880	7,880	
	Total Real Property Taxes	7,302	7,852	7,305	8,029	8,029	15,903	7,880	7,880	7,880	(149)	(1.85%)	15,903	7,880	7,880	7,880	
	Total Revenue	7,302	7,852	7,305	8,029	8,029	15,903	7,880	7,880	7,880	(149)	(1.85%)	15,903	7,880	7,880	7,880	
Salaries:																	
6100	Salaries	6,000	6,417	6,000	6,667	5,917	6,000	6,500	6,500	6,500	167	2.50%	6,000	6,500	6,500	6,500	
	Total Salaries	6,000	6,417	6,000	6,667	5,917	6,000	6,500	6,500	6,500	167	2.50%	6,000	6,500	6,500	6,500	
Employee Benefits - Current:																	
6810	Employee Retirement - Active	696	699	700	700	575	658	732	732	732	(32)	(4.60%)	658	732	732	732	
6830	FICA Tax Expenditure	462	491	462	519	453	462	500	500	500	19	3.57%	462	500	500	500	
6835	MTA Tax	21	22	21	21	19	21	22	22	22	(2)	(8.28%)	21	22	22	22	
6840	Worker's Compensation	35	36	35	35	32	35	38	38	38	(3)	(8.33%)	35	38	38	38	
6865	Dental & Optical	0	0	0	0	0	8,640	0	0	0	0	0.00%	8,640	0	0	0	
6875	Disability	88	35	88	88	36	88	88	88	88	0	0.00%	88	88	88	88	
	Total Employee Benefits - Current	1,302	1,283	1,305	1,362	1,115	9,903	1,380	1,380	1,380	(18)	(1.34%)	9,903	1,380	1,380	1,380	
	Total Employee Costs	7,302	7,699	7,305	8,029	7,032	15,903	7,880	7,880	7,880	149	1.85%	15,903	7,880	7,880	7,880	
	Total Expenditures	7,302	7,699	7,305	8,029	7,032	15,903	7,880	7,880	7,880	149	1.85%	15,903	7,880	7,880	7,880	
	Net Surplus (Deficit)	0	153	0	0	997	0	0	0	0			0	0	0	0	