

To: Sean Kimball, Town Manager
From: William S. Voelker, AICP, Town Planner
Re: FY 20/21 Budget Presentation
Date: April 21, 2020

Our FY 20/21 Planning Department budget is shown under account number 120. It has an overall increase of 1.21% which includes \$3,656 in salary and \$850 in non-salary items. The non-salary increases include advertising (\$500), training for the Zoning Enforcement Officer (\$200) and membership fees for professional organizations (\$200). There was a deduction of \$50 dollars for reference materials with an overall net of \$850. The Planning Department staff provides includes four full-time positions (Town Planner/Development Coordinator, Environmental Planner, Administrative Assistant, and Secretary) and one part-time position (Assistant Zoning Enforcement Officer). We support 7 boards and commissions including the Planning and Zoning Commission, Inland Wetlands and Watercourses Commission, Zoning Board of Appeals, Economic Development Commission, Historic District Commission, Beautification Committee and the Environment Commission.

The Planning and Zoning Commission budget is shown under account number 130 and there is an increase of \$500 (7.99%) to pay for the increased cost of televising the meetings.

The Inland Wetlands and Watercourses Commission budget is shown under account number 170 and there is an increase of \$1,000 (18.69%) to pay for the increased cost of advertising

The Zoning Board of Appeals is shown under account number 140 and there is no proposed increase in their budget.

The Environment Commission is shown under account number 180 and there is no proposed increase in their budget.

The remaining agencies are covered under the budget of the Economic Development Coordinator who is their principal staff.