

TOWN OF ENFIELD  
ANNUAL BUDGET PERSONNEL DETAIL

Function: General  
Fund  
Dept/Agency: Executive

Position Classification	POSITIONS AND BUDGET					
	CURRENT		PROPOSED		ADOPTED	
1200 Town Manager						
Town Manager	1.00	107,755	1.00	107,755	1.00	109,800
Assistant Town Manager	1.00	82,202	1.00	82,202	1.00	82,202
Executive Secretary	1.00	42,182	1.00	42,182	1.00	42,182
Administrative Secretary	1.00	29,203	1.00	29,203	1.00	29,203
Total	4.00	261,342	4.00	261,342	4.00	263,387
1210 Information Technology						
Director of Information Technology	1.00	88,492	1.00	88,493	1.00	88,493
Systems Development Manager	1.00	66,560	1.00	66,560	1.00	66,560
Systems Analyst	1.00	64,700	1.00	64,700	1.00	64,700
GIS Project Manager	1.00	9,376	1.00	13,176	1.00	-
Network Manager	1.00	66,560	1.00	66,560	1.00	66,560
Network Administrator	1.00	53,696	1.00	53,696	1.00	53,696
Webmaster	1.00	55,115	1.00	56,769	1.00	56,769
Database Analyst	1.00	45,471	1.00	46,835	1.00	46,835
Technical Project Coordinator	1.00	37,203	1.00	38,319	1.00	38,319
Information Systems Technician	2.00	69,498	2.00	71,582	2.00	71,582
Programmer/Analyst I Part-time	1.14	53,151	1.14	54,953	1.14	54,953
IT/Telecom Coordinator	1.00	29,626	1.00	30,515	1.00	30,515
Interns		3,800		-		-
Total	13.14	643,248	13.14	652,158	13.14	638,982
TOTAL EXECUTIVE	17.14	904,590	17.14	913,500	17.14	902,369

TOWN OF ENFIELD  
ANNUAL BUDGET PERSONNEL DETAIL

Function: General  
Fund  
Dept/Agency: Judicial

Position Classification	POSITIONS AND BUDGET					
		CURRENT		PROPOSED		ADOPTED
Town Attorney		45,000		45,000		45,000
Senior Assistant Town Attorney	1.00	73,028	1.00	75,219	1.00	75,219
Assistant Town Attorney	1.00	59,938	1.00	61,736	1.00	61,736
Legal Secretary	1.00	36,983	1.00	36,983	1.00	36,983
Secretary I Part-time	0.71	15,482	0.71	15,482	0.71	15,482
Total	3.71	230,431	3.71	234,420	3.71	234,420
TOTAL JUDICIAL	3.71	230,431	3.71	234,420	3.71	234,420

TOWN OF ENFIELD  
ANNUAL BUDGET PERSONNEL DETAIL

Function: General  
Fund  
Dept/Agency: Registrars of  
Voters

Position Classification	POSITIONS AND BUDGET		
	CURRENT	PROPOSED	ADOPTED
Registrar	35,000	35,000	35,000
Registrars Clerical Asst. PT	20,000	20,000	20,000
Voting Machine Mechanics	2,400	2,400	2,400
Election Workers	21,000	22,000	22,000
Primary Elections	-	-	-
Voting Machine Cert.	1,850	-	-
Total	80,250	79,400	79,400
TOTAL REGISTRARS OF VOTERS	80,250	79,400	79,400

TOWN OF ENFIELD  
ANNUAL BUDGET PERSONNEL DETAIL

Function: General  
Fund  
Dept/Agency: Town  
Clerk

Position Classification	POSITIONS AND BUDGET					
	CURRENT		PROPOSED		ADOPTED	
1600 Town Clerk						
Town Clerk	1.00	62,938	1.00	62,938	1.00	62,938
Deputy Town Clerk	1.00	38,184	1.00	38,184	1.00	38,184
Assistant Town Clerk	1.00	27,643	1.00	28,474	1.00	28,474
Clerk Typist	3.00	64,985	3.00	64,985	3.00	64,985
Clerk Typist Part-time	1.00	23,448	1.00	23,448	1.00	23,448
Council Stenographer		11,000		11,000		11,000
Total	7.00	228,198	7.00	229,029	7.00	229,029
1610 Records Manager						
Records Manager	1.00	48,105	1.00	48,105	1.00	48,105
Clerk Part-time		6,240		6,630		6,630
Total	1.00	54,345	1.00	54,735	1.00	54,735
TOTAL TOWN CLERK	8.00	282,543	8.00	283,764	8.00	283,764

TOWN OF ENFIELD  
ANNUAL BUDGET PERSONNEL DETAIL

Function: General  
Fund  
Dept/Agency: Human Resources

Position Classification	POSITIONS AND BUDGET					
	CURRENT		PROPOSED		ADOPTED	
Director of Human Resources	1.00	88,664	1.00	88,664	1.00	88,664
Training/Employee Relations Coord.	1.00	57,136	1.00	57,136	1.00	57,136
Personnel Administrator	1.00	36,400	1.00	36,400	1.00	36,400
Benefits Administrator	0.85	31,389	0.85	31,389	0.85	31,389
Total	3.85	213,589	3.85	213,589	3.85	213,589
TOTAL HUMAN RESOURCES	3.85	213,589	3.85	213,589	3.85	213,589

TOWN OF ENFIELD  
ANNUAL BUDGET PERSONNEL DETAIL

Function: General  
Fund

Dept/Agency: Finance

POSITIONS AND BUDGET

	CURRENT	PROPOSED	ADOPTED
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Position Classification

1800 Finance Administration

Director of Finance	1.00	83,576	1.00	83,576	1.00	83,576
Risk Manager	1.00	62,400	1.00	62,400	1.00	62,400
Secretary III	1.00	34,918	1.00	34,918	1.00	34,918
Overtime		-				
Total	3.00	180,894	3.00	180,894	3.00	180,894

1810 Treasury

Deputy Director of Finance/Treasurer	1.00	71,284	1.00	71,284	1.00	71,284
Grants Accountant	1.00	62,350	1.00	64,222	1.00	64,222
Payroll Clerk	1.00	42,610	1.00	42,610	1.00	42,610
Accounting Clerk	2.00	59,115	2.00	59,115	2.00	59,115
Accounts Payable Clerk	1.00	33,034	1.00	33,034	1.00	33,034
Total	6.00	268,393	6.00	270,265	6.00	270,265

1820 Collector of Revenue

Collector of Revenue	1.00	58,216	1.00	59,963	1.00	59,963
Collector of Delinquent Revenue	1.00	36,170	1.00	37,256	1.00	37,256
Tax Clerk I	1.00	23,014	1.00	23,014	1.00	23,014
Tax Clerk II	1.00	25,722	1.00	25,722	1.00	25,722
Seasonal Clerical Assistants		4,000		4,000		4,000
Total	4.00	147,122	4.00	149,955	4.00	149,955

1830 Assessor

Assessor	1.00	73,028	1.00	75,219	1.00	75,219
Deputy Assessor	1.00	38,926	1.00	40,094	1.00	40,094
Assessment Aide	1.00	29,626	1.00	30,515	1.00	30,515
Assessment Clerk	2.00	49,115	2.00	49,122	2.00	49,122
Clerk Typist	1.00	21,661	1.00	21,661	1.00	21,661
Total	6.00	212,356	6.00	216,611	6.00	216,611

1840 General Services

Purchasing Assistant	1.00	49,260	1.00	50,738	1.00	50,738
Receptionist Part-time	1.00	26,914	1.00	26,914	1.00	26,914
Total	2.00	76,174	2.00	77,652	2.00	77,652

TOTAL FINANCE	21.00	884,939	21.00	895,377	21.00	895,377
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TOWN OF ENFIELD  
ANNUAL BUDGET PERSONNEL DETAIL

Function: General Fund

Dept/Agency: Public Safety

Position Classification	POSITIONS AND BUDGET					
	CURRENT	PROPOSED	ADOPTED			
2100 Public Safety						
Chief of Police	1.00	92,914	1.00	92,914	1.00	92,914
Deputy Police Chief	1.00	83,715	1.00	83,715	1.00	83,715
Police Captain	1.00	75,561	1.00	75,561	1.00	75,561
Lieutenant	6.00	375,919	6.00	380,016	6.00	380,016
Sergeant	10.00	562,892	10.00	559,377	10.00	559,377
Detective	10.00	523,496	10.00	523,496	10.00	523,496
Police Officer	67.00	3,174,825	67.00	3,052,798	67.00	3,052,798
Animal Control Officer	1.00	49,796	1.00	49,796	1.00	49,796
Police Aide	1.00	25,722	1.00	25,722	1.00	25,722
Secretary III	1.00	33,393	1.00	33,393	1.00	33,393
Clerk Typist	3.00	72,406	3.00	72,406	3.00	72,406
Dispatcher	14.00	497,908	14.00	516,061	14.00	516,061
Police Step Increase		40,527		40,527		40,527
Dispatcher Overtime		49,836		49,836		49,836
Dispatcher Step Increase		3,741		3,741		3,741
Part-time Positions		187,526		137,526		137,526
Shift Differential		8,750		2,250		2,250
Overtime		314,215		282,794		282,794
EMT Stipend		27,000		25,000		25,000
College Degree Incentive		20,250		20,250		20,250
Subject to Call Fee		15,000		14,000		14,000
Vacant Positions		(30,000)				
<b>Total</b>	<b>116.00</b>	<b>6,205,392</b>	<b>116.00</b>	<b>6,041,179</b>	<b>116.00</b>	<b>6,041,179</b>
+ Two Police Officer positions are approved but not currently funded due to budgetary constraints.						
2200 Emergency Medical Services						
Manager	1.00	67,080	-	-	-	-
2200 Emergency Management						
Part Time/Seasonal		2,000		2,000		2,000
<b>TOTAL PUBLIC SAFETY</b>	<b>117.00</b>	<b>6,274,472</b>	<b>116.00</b>	<b>6,043,179</b>	<b>116.00</b>	<b>6,043,179</b>

TOWN OF ENFIELD  
ANNUAL BUDGET PERSONNEL DETAIL

Function: General Fund  
Dept/Agency: Public

Works

POSITIONS AND BUDGET

	CURRENT		PROPOSED		ADOPTED	
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Position Classification

3100 Public Works Administration

Director of Public Works	1.00	85,127	1.00	85,127	1.00	85,127
Deputy Director of Public Works	1.00	82,119	1.00	82,119	1.00	82,119
Assistant Director of Public Works	1.00	74,865	1.00	74,865	1.00	74,865
Administrative Supervisor	1.00	42,371	1.00	43,640	1.00	43,640
Secretary III	1.00	25,722	1.00	25,722	1.00	25,722
Clerk Typist - Bond Issue		21,782		21,782		21,782
Clerk Typist - Part-time	0.50	11,480	0.50	11,480	0.50	11,480
Temporary Clerk Typist		6,000		3,000		3,000
Overtime		5,000		3,000		3,000
Total	5.50	354,466	5.50	350,735	5.50	350,735

3200 Engineering

Town Engineer	1.00	78,540	1.00	80,896	1.00	80,896
Assistant Town Engineer	1.00	64,760	1.00	66,703	1.00	66,703
Engineering Technician II	1.00	50,979	1.00	52,508	1.00	52,508
Engineering Technician I	1.00	39,872	1.00	41,068	1.00	41,068
Clerk Typist	1.00	21,661	1.00	21,661	1.00	21,661
Civil Engineer (Road 2000)	1.00	48,468	1.00	-	1.00	-
Road 2000 Coordinator	1.00	29,060	1.00	29,060	1.00	29,060
Temporary Clerk Typist		2,000		-		-
Overtime		1,500		500		500
Total	7.00	336,840	7.00	292,396	7.00	292,396

+ Position approved but not funded.

Note: Includes Road2000 funding for project inspection and engineering services.

3300 Building Code Enforcement

Building Official	1.00	63,038	1.00	64,930	1.00	64,930
Assistant Building Official	2.00	112,986	2.00	116,375	2.00	116,375
Secretary	1.00	33,250	1.00	33,250	1.00	33,250
Temporary Clerk		4,000		4,000		4,000
Overtime		4,000		4,000		4,000
Total	4.00	217,274	4.00	222,555	4.00	222,555

TOWN OF ENFIELD

ANNUAL BUDGET PERSONNEL DETAIL

Function: General  
Fund  
Dept/Agency: Public Works  
(Cont.)

POSITIONS AND BUDGET

	CURRENT		PROPOSED		ADOPTED	
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Position Classification |

3400 Building & Grounds Maintenance

Supervisor	1.00	50,979	1.00	52,510	1.00	52,510
Assistant Supervisor	1.00	43,920	1.00	45,240	1.00	45,240
Equipment Operator II	1.00	42,224	1.00	43,491	1.00	43,491
Equipment Operator I	0.50	20,569	1.00	42,378	1.00	42,378
Bldg./Grounds Maintainer II	2.00	81,554	2.00	84,000	2.00	84,000
Laborer	6.00	223,534	6.00	191,852	6.00	191,852
Maintainer I	2.00	70,734	2.00	72,842	2.00	72,842
Building Custodian	1.00	30,445	1.00	31,360	1.00	31,360
Secretary II	0.50	14,643	0.50	14,643	0.50	14,643
Couriers Part-time	0.50	8,500	0.50	8,500	0.50	8,500
Seasonal Help		15,500		15,500		15,500
Overtime		50,000		30,000		30,000
Total	15.50	652,602	16.00	632,316	16.00	632,316

+ Six Laborer positions are approved with five funded due to budgetary constraints.

\*\* .5 Equipment Operator I position shifted from 3900 (Solid Waste).

3600 Recreation Administration

Recreation Supervisor	1.00	57,526	1.00	59,253	1.00	59,253
Recreation Coordinator	1.00	29,626		-		-
Assistant Recreation Supervisor		-	1.00	34,061	1.00	34,061
Secretary I	1.00	21,661	1.00	21,661	1.00	21,661
Program Staff Part-time		120,387		114,236		114,236
Overtime		1,000		1,000		1,000
Total	3.00	230,200	3.00	230,211	3.00	230,211

3625 Recreation Programs

Part-time Positions		94,598		64,634		64,634
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3630 Recreation Swimming Program

Temporary/Seasonal		137,131		103,951		103,951
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TOWN OF ENFIELD  
ANNUAL BUDGET PERSONNEL DETAIL

Function: General  
Fund  
Dept/Agency: Public Works  
(Cont.)

POSITIONS AND BUDGET		
CURRENT	PROPOSED	ADOPTED

Position Classification |  
3700 Highway Maintenance

Highway Superintendent	1.00	70,271	1.00	72,380	1.00	72,380
Highway Supervisor	0.50	28,246	0.50	29,094	0.50	29,094
Equipment Operator II	4.00	177,028	4.00	182,360	4.00	182,360
Equipment Operator I	10.00	381,380	10.00	352,784	10.00	352,784
Secretary II	0.50	14,643	0.50	14,643	0.50	14,643
Laborer Road 2000	1.00	32,000		-		-
Laborer Leaf Collector	0.50	22,000		-		-
Laborer Temporary Summer		7,200		7,200		7,200
Shift Differential		4,000		4,000		4,000
Overtime		147,500		152,000		152,000
Total	17.50	884,268	16.00	814,461	16.00	814,461

+ Ten Equipment Operator I positions approved with nine funded due to budgetary constraints.'

Note: Road2000 execution of project work to be accomplished by existing staff.

3800 Equipment Maintenance & Repair

Fleet Manager		-	1.00	70,000	1.00	-
Fleet Service Supervisor	1.00	57,526		-		59,252
Lead Mechanic	2.00	98,867	2.00	101,835	2.00	101,835
Mechanic	2.00	90,296	4.00	186,010	4.00	186,010
Parts Man/Driver	1.00	41,138	1.00	42,370	1.00	42,370
Clerk Typist	0.50	10,830	1.00	21,660	1.00	21,660
Intern Part-time		-		-		-
Clerk Typist Part-time	0.50	11,768		-		-
Couriers Part-time	0.25	5,500	0.14	3,000	0.14	3,000
ASE Stipend		1,500		2,000		2,000
Overtime		15,500		15,500		15,500
Shift Differential		4,700		5,000		5,000
Total	7.25	337,625	8.14	447,375	8.14	436,627

Note: Transfer of one Mechanic position from the WPC budget, \$46,000 is being carried in the WPC budget request for in-house repair charges from this division. EMS fund is proposing funding for in-house charges as well.

3900 Refuse Collection & Disposal

Solid Waste Superintendent	1.00	65,448	1.00	67,412	1.00	67,412
Supervisor	0.50	28,246	0.50	29,094	0.50	29,094
Equipment Operator II	2.00	88,514	2.00	91,181	2.00	91,181
Equipment Operator I	13.50	555,140	13.00	550,618	13.00	550,618
Refuse Collector/Laborer	3.00	118,560	3.00	122,115	3.00	122,115
Clerk Typist Part-time	0.50	14,551	0.50	14,551	0.50	14,551
Seasonal Help		20,000		20,000		20,000
Shift Differential		40,000		40,000		40,000
Overtime		68,000		70,000		70,000
Total	20.50	998,459	20.00	1,004,971	20.00	1,004,971

\* .5 Equipment Operator I position shifted to 3400 (Buildings & Grounds).

TOTAL PUBLIC WORKS                      80.25      3,681,338   79.64      3,492,019   79.64      3,492,019

TOWN OF ENFIELD  
ANNUAL BUDGET PERSONNEL DETAIL

Function:                      General  
Fund                              Library  
Dept/Agency:

Position Classification	POSITIONS AND BUDGET					
	CURRENT	PROPOSED	ADOPTED			
Library Director	1.00	73,116	1.00	73,116	1.00	73,116
Assistant Library Director	1.00	58,216	1.00	59,962	1.00	59,962
Head of Children/Teen Department	1.00	42,371	1.00	43,642	1.00	43,642
Reference Librarian	1.00	42,371	1.00	43,642	1.00	43,642
Coordinator of Children's Services	1.00	40,080	1.00	41,279	1.00	41,279
Audio Visual Librarian	1.00	35,662	1.00	36,724	1.00	36,724
Children's Librarian	1.00	35,662	1.00	36,724	1.00	36,724
Technical Processor	1.00	35,662	1.00	36,724	1.00	36,724
Head of Circulation	1.00	35,662	1.00	36,724	1.00	36,724
Reference Assistant	1.00	29,331	1.00	30,369	1.00	30,369
Branch Librarian	1.00	35,662	1.00	36,724	1.00	36,724
Administrative Assistant	1.00	29,480	1.00	30,369	1.00	30,369
Library Assistant	5.00	144,707	5.00	151,842	5.00	151,842
Library Assistant Part-time	1.43	57,887	1.43	60,738	1.43	60,738
Library Pages		47,915		50,415		50,415
Reference Librarian Part-time		39,250		42,044		42,044
Shift Differential		10,765		10,765		10,765
Overtime		8,500		8,500		8,500
P/T Reference Librarians		-		-		-
Shift Differential		-		-		-
Overtime		-		-		-
Total	18.43	802,299	18.43	830,303	18.43	830,303
<b>TOTAL LIBRARY</b>	<b>18.43</b>	<b>802,299</b>	<b>18.43</b>	<b>830,303</b>	<b>18.43</b>	<b>830,303</b>

TOWN OF ENFIELD  
ANNUAL BUDGET PERSONNEL DETAIL

Function:                      General  
Fund                              Planning & Economic Development  
Dept/Agency:

Position Classification	POSITIONS AND BUDGET					
	CURRENT	PROPOSED	ADOPTED			

Position Classification						
6100 Planning						
Dir. Of Planning & Comm. Dev.	1.00	77,559	1.00	77,559	1.00	77,559
Assistant Planner I	1.00	52,705	1.00	54,286	1.00	54,286
Assistant Planner II	1.00	43,232	1.00	44,529	1.00	44,529
Secretary III	1.00	27,840	1.00	27,840	1.00	27,840
Clerk Typist	1.00	15,000	1.00	15,000	1.00	15,000
Zoning Enforcement Officer	1.00	54,598	1.00	56,236	1.00	56,236
Planning Intern		2,080		-		-
Overtime		1,000		500		500
Total	6.00	274,014	6.00	275,950	6.00	275,950
6200 Planning & Zoning Commission						
Recording Secretary		13,063		10,000		10,000
6300 Zoning Board of Appeals						
Recording Secretary		1,500		1,500		1,500
6500 Conservation Commission						
Recording Secretary		1,000		1,000		1,000
6510 Inland Wetlands Commission						
Recording Secretary		5,000		4,000		4,000
6600 Community Development						
Community Development Director	1.00	57,108	1.00	57,108	1.00	57,108
Community Dev. Proj. Manager	1.00	47,000	1.00	48,432	1.00	48,432
Housing Code Inspector	1.00	50,979	1.00	52,509	1.00	52,509
Community Dev. Acct. Clerk	1.00	27,722	1.00	25,722	1.00	25,722
Overtime		300				
Total	4.00	183,109	4.00	183,771	4.00	183,771
6700 Economic Development						
Director of Economic Development	1.00	82,143	1.00	82,146	1.00	82,146
Secretary III	1.00	31,868	1.00	31,868	1.00	31,868
Intern Part-time		1,500		-		-
Total	2.00	115,511	2.00	114,014	2.00	114,014
TOTAL PLANNING & ECONOMIC DEVELOPMENT	12.00	593,197	12.00	590,235	12.00	590,235
TOTAL TOWN	281.38	13,867,398.00	279.77	13,496,386.00	279.77	13,485,255.00