| \supset | | | Board of Appeals | r. | | | | |
|--------------------|-----------------------|------------------|------------------|------------------|------------------|----------------------|--------------------|--------------------|
| | | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 ACTUAL | FY2020 ACTUAL | FY2021 TM ADOPTED | FY2022 REQUESTS | FY2022 PROPOSED |
| BOARD OF APPEALS | 011760 | | | | | | | |
| Personnel Services | | | | | | | | |
| | Salaries | \$612 | \$0 | \$790 | 790.00 | 810.00 | 810 | |
| | Salaries Clerical | \$4,913 | \$3,606 | \$3,809 | 4,020.68 | 4,208.88 | 4208.88 | |
| | Total | \$5,525 | \$3,606 | \$4,599 | \$4,811 | \$5,019 | \$5,019 | \$0 |
| Expenses | | | | | | | | |
| • | Supplies and Expenses | \$935 | \$80 | \$322 | 333.00 | 300.00 | 300 | SCHOLENS FORMER |
| | Advertising | \$1,919 | \$1,625 | \$1,656 | 1,341.86 | 1,600.00 | 1600 | |
| | Total | \$2,853 | \$1,705 | \$1,979 | \$1,675 | \$1,900 | \$1,900 | \$0 |
| TOTAL BUDGET | | \$8,379 | \$5,311 | \$6,578 | \$6,486 | \$6,919 | \$6,919 | \$0 |
| | | | | | | | | |

FISCAL YEAR 2022 BUDGET DEPARTMENT:

BUDGET NARRATIVE

Description of Department Function

Describe the overall mission or purpose of the Department.

The Zoning Board of Appeals had over 10 public hearings over the last year. We did have two 40 B projects submitted. With COVID occurring it was difficult to hold the hearings in a timely manner. The budgeted amount was right in line last year. We will be requested a level funded budget for next year.

Programs and Sub-Programs

Consider and list the actual Programs and Sub-Programs Executed by the Department

Accomplishments

Describe the major describable accomplishments or measurable activities in FY20 or CY20. Use statistics whenever possible.

There Zoning Board held over 10 public hearings and issued 10 decisions over the last Fiscal year.

FY22 Departmental Goals

Describe the initiatives and accomplishments planned for FY22

The ZBA will need to act on the anticipated 40 B projects which will be submitted to the Board along with holding the other applications which come in front of the Zoning Board of Appeals.

Spending Highlights for FY22 Explain any significant budget changes from FY21

The only increase will be for administrative support from 2.5 to 3 hours a week.

Non-tax Funding

List any expected non-tax revenues that will be use to fund department activities, including an estimate to be received.

TOWN OF MILLIS

Form 2

Form #2

FISCAL YEAR 2022 BUDGET

| DEPARTMENT: | POSITION-PAY ITEM | CURRENT TOTAL ANNUAL SALARY | HRS/ WEEK | GRADE | STEP | ANNIV DATE | ANNUAL SALARY # WKS/HRS @ SAL | BASE SALARY | OTHER PAY | LON- GEVITY | TOTAL SALARY |
|----------------|-----------------------------|--------------------------------|--------------|-------|------|---------------|----------------------------------|----------------|--------------|----------------|-----------------|
| | | | | | 10 | 12/17 | 3 hours x 26.98 x 52 | and the second | | | \$4,208.8 |
| Amy Sutherland | Zoning Board of Appeals Sec | | 3 | 6 | 10 | 12/17 | 3 nours x 26.98 x 52 | \$20.98 | | | \$4,208.8 |
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| SUBTOTAL/TOTAL | | | | | | | | \$26.98 | \$0.00 | \$0.00 | \$4,208.88 |

TOWN OF MILLIS FISCAL YEAR 2022 BUDGET Department:

STAFFING HISTORY

Form #3

| Department: | FY 2016 | FY 2017 | EV 2040 | | | EV coot |
|-----------------------------------|---------|------------|------------|------------|------------|------------|
| Position | | | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
| Position | FTE | FTE | FTE | FTE | FTE | FTE |
| Amy Sutherland -Zoning Board Sec. | | \$2,319.00 | \$3,643.16 | \$3,153.00 | \$3,822.00 | \$4,208.88 |
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| SUBTOTAL/TOTAL | | | | | | |

FISCAL YEAR 2022 BUDGET DEPARTMENT:

Budget Request Above Level Service

Title: Zoning Board of Appeals – Requested to keep as level funded

Description of Request:

There is a need to keep as level funded

Detailed Cost Impact:

Justification for Request Attach copies of reports, master plans, or supporting documentation) Form #6