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**TOWN OF SALEM, NH**  
**2023/2024 BUDGET COMPARISON**

**FY 24 BUDGET**

DEPARTMENT	2023 BUDGET			2024 BUDGET			\$ INCREASE/(DECREASE)			% INCREASE/(DECREASE)		
	SALARY/ BENEFITS	OTHER	TOTAL	SALARY/ BENEFITS	OTHER	TOTAL	SALARY/ BENEFITS	OTHER	TOTAL	SALARY/ BENEFITS	OTHER	TOTAL
Town Council	18,894	41,775	60,669	31,860	42,550	74,410	12,966	775	13,741	68.62%	1.86%	22.65%
District Court	-	93,323	93,323	-	106,504	106,504	-	13,181	13,181	0.00%	14.12%	14.12%
Town Manager	556,367	10,275	566,642	564,201	6,775	570,976	7,834	(3,500)	4,334	1.41%	-34.06%	0.76%
Legal	-	158,700	158,700	-	163,700	163,700	-	5,000	5,000	0.00%	3.15%	3.15%
Human Resources	299,501	77,624	377,125	326,305	83,736	410,041	26,804	6,112	32,916	8.95%	7.87%	8.73%
Employee Benefits	1,531,734	22,861	1,554,595	1,361,373	22,861	1,384,234	(170,361)	-	(170,361)	-11.12%	0.00%	-10.96%
Boards & Committees	4,171	21,620	25,791	6,062	23,133	29,195	1,891	1,513	3,404	45.34%	7.00%	13.20%
Town Buildings	-	205,525	205,525	-	249,167	249,167	-	43,642	43,642	0.00%	21.23%	21.23%
Finance	1,025,900	40,518	1,066,418	1,085,534	56,616	1,142,150	59,634	16,098	75,732	5.81%	39.73%	7.10%
Information Technology	-	987,027	987,027	39,919	881,152	921,071	39,919	(105,875)	(65,956)	0.00%	-10.73%	-6.68%
Assessing	340,514	131,505	472,019	333,995	130,088	464,083	(6,519)	(1,417)	(7,936)	-1.91%	-1.08%	-1.68%
Town Clerk	235,182	12,650	247,832	240,933	11,600	252,533	5,751	(1,050)	4,701	2.45%	-8.30%	1.90%
Elections	20,196	10,850	31,046	98,010	29,300	127,310	77,814	18,450	96,264	385.29%	170.05%	310.07%
Collections	326,038	-	326,038	342,559	-	342,559	16,521	-	16,521	5.07%	0.00%	5.07%
Tax Collector	191,755	21,400	213,155	192,408	22,170	214,578	653	770	1,423	0.34%	3.60%	0.67%
Debt Service	-	2,147,679	2,147,679	-	710,388	710,388	-	(1,437,291)	(1,437,291)	0.00%	-66.92%	-66.92%
Insurance	15,000	467,927	482,927	30,000	493,196	523,196	15,000	25,269	40,269	100.00%	5.40%	8.34%
Community Development	341,417	2,610	344,027	266,105	2,755	268,860	(75,312)	145	(75,167)	-22.06%	5.56%	-21.85%
Planning	287,604	152,193	439,797	296,163	2,717	298,880	8,559	(149,476)	(140,917)	2.98%	-98.21%	-32.04%
Police	13,427,395	715,457	14,142,852	13,595,737	789,970	14,385,707	168,342	74,513	242,855	1.25%	10.41%	1.72%
Fire	14,530,210	1,319,397	15,849,607	14,931,583	1,402,385	16,333,968	401,373	82,988	484,361	2.76%	6.29%	3.06%
Municipal Services	3,805,408	3,727,600	7,533,008	3,944,814	4,376,263	8,321,077	139,406	648,663	788,069	3.66%	17.40%	10.46%
Human Services	136,352	140,730	277,082	138,044	141,504	279,548	1,692	774	2,466	1.24%	0.55%	0.89%
Community Services	563,801	90,063	653,864	532,273	94,328	626,601	(31,528)	4,265	(27,263)	-5.59%	4.74%	-4.17%
Library	1,320,967	349,039	1,670,006	1,314,766	358,957	1,673,723	(6,201)	9,918	3,717	-0.47%	2.84%	0.22%
Community Contributions	-	12,600	12,600	-	12,600	12,600	-	-	-	0.00%	0.00%	0.00%
<b>Subtotal - General Fund</b>	<b>38,978,407</b>	<b>10,960,948</b>	<b>49,939,355</b>	<b>39,672,645</b>	<b>10,214,415</b>	<b>49,887,060</b>	<b>694,238</b>	<b>(746,533)</b>	<b>(52,295)</b>	<b>1.78%</b>	<b>-6.81%</b>	<b>-0.10%</b>
Capital Improvements	-	1,387,299	1,387,299	-	1,859,973	1,859,973	-	472,674	472,674	0.00%	34.07%	34.07%
Separate Warrant Articles	-	5,781,295	5,781,295	-	5,740,000	5,740,000	-	(41,295)	(41,295)	0.00%	-0.71%	-0.71%
<b>Total - General Fund</b>	<b>38,978,407</b>	<b>18,129,542</b>	<b>57,107,949</b>	<b>39,672,645</b>	<b>17,814,388</b>	<b>57,487,033</b>	<b>694,238</b>	<b>(315,154)</b>	<b>379,084</b>	<b>1.78%</b>	<b>-1.74%</b>	<b>0.66%</b>
<b>Sewer Fund</b>	<b>359,935</b>	<b>8,913,423</b>	<b>9,273,358</b>	<b>366,640</b>	<b>4,317,853</b>	<b>4,684,493</b>	<b>6,705</b>	<b>(4,595,570)</b>	<b>(4,588,865)</b>	<b>1.86%</b>	<b>-51.56%</b>	<b>-49.48%</b>
<b>Water Fund</b>	<b>1,475,670</b>	<b>4,690,408</b>	<b>6,166,078</b>	<b>1,533,741</b>	<b>4,658,307</b>	<b>6,192,048</b>	<b>58,071</b>	<b>(32,101)</b>	<b>25,970</b>	<b>3.94%</b>	<b>-0.68%</b>	<b>0.42%</b>
<b>Grand Total</b>	<b>40,814,012</b>	<b>31,733,373</b>	<b>72,547,385</b>	<b>41,573,026</b>	<b>26,790,548</b>	<b>68,363,574</b>	<b>759,014</b>	<b>(4,942,825)</b>	<b>(4,183,811)</b>	<b>1.86%</b>	<b>-15.58%</b>	<b>-5.77%</b>

## 2024 REVENUE REPORT

ACCOUNT NAME	2022 RECORDED	2023 BUDGET	2023 RECEIVED (PRE-AUDIT)	2024 TC RECOMM.	2024 BUD COMM. RECOMM.	2024 BUDGET
<b>REVENUE SUMMARY</b>						
TAXES	240,778	183,000	156,000	156,000	156,000	156,000
INTERGOVERNMENTAL REVENUES-STATE	3,861,485	2,806,208	3,052,696	4,532,696	4,532,696	4,532,696
LICENSES AND PERMITS	10,319,821	9,132,950	9,649,713	8,898,500	8,898,500	8,898,500
CHARGES FOR SERVICES	4,061,781	4,176,212	4,311,942	4,061,942	4,061,942	4,061,942
MISCELLANEOUS REVENUES	173,918	36,000	121,000	121,000	121,000	121,000
OTHER FINANCING SOURCES	1,126,009	6,207,905	1,996,853	3,296,853	3,296,853	3,296,853
TOTAL - GENERAL FUND	19,783,792	22,542,275	19,288,204	21,066,991	21,066,991	21,066,991
INCOME FROM SEWER FUND	3,041,860	9,273,358	(4,959,022)	4,684,493	4,684,493	4,684,493
INCOME FROM WATER FUND	5,034,411	6,166,078	(5,225,330)	6,192,048	6,192,048	6,192,048
TOTAL REVENUES	27,860,063	37,981,711	9,103,852	31,943,532	31,943,532	31,943,532

## 2024 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2022 RECORDED	2023 BUDGET	2023 RECEIVED (PRE-AUDIT)	2024 TC RECOMM.	2024 BUD COMM. RECOMM.	2024 BUDGET
<b>TAXES</b>							
1 - 3120	YIELD TAX	2,463	1,000	2,242	1,500	1,500	1,500
1 - 3125	EXCAVATION TAX	1,842	-	661	-	-	-
1 - 3130	BOAT TAX	26,745	27,000	24,553	25,000	25,000	25,000
	INTEREST AND PENALTIES	209,729	155,000	144,530	129,500	129,500	129,500
		240,778	183,000	171,986	156,000	156,000	156,000

## 2024 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2022 RECORDED	2023 BUDGET	2023 RECEIVED (PRE-AUDIT)	2024 TC RECOMM.	2024 BUD COMM. RECOMM.	2024 BUDGET
<b>INTEREST AND PENALTIES</b>							
1 - 3160	INTEREST-CURRENT YR. PROP TAX	27,061	25,000	24,195	25,000	25,000	25,000
1 - 3161	INTEREST-PRIOR YRS. PROP TAX	63,747	75,000	55,737	70,000	70,000	70,000
1 - 3182	INTEREST-YIELD TAX	48	-	-	-	-	-
1 - 3183	TAX LIEN INTEREST-2020 LEVY	30,901	25,000	26,858	3,500	3,500	3,500
1 - 3184	TAX LIEN INTEREST-2019 LEVY	42,969	20,000	3,987	1,000	1,000	1,000
1 - 3185	TAX LIEN INTEREST-2018 LEVY	18,121	-	326	-	-	-
1 - 3186	TAX LIEN INTEREST-2017 LEVY	10,608	-	144	-	-	-
1 - 3187	TAX LIEN INTEREST-2016 LEVY	963	-	35	-	-	-
1 - 3190	TAX LIEN INTEREST-2022 LEVY	-	-	12,139	10,000	10,000	10,000
1 - 3191	TAX LIEN INTEREST-2021 LEVY	13,115	10,000	21,109	20,000	20,000	20,000
1 - 3192	TAX LIEN INTEREST-2014 LEVY	106	-	-	-	-	-
1 - 3193	OTHER TAX INTEREST	2,091	-	-	-	-	-
		209,729	155,000	144,530	129,500	129,500	129,500

Effective April 1, 2019, NH State law reduces the interest rates for delinquent taxes from 12% to 8% and the interest rate on lien taxes from 18% to 14% for taxes assessed after April 1, 2019



## 2024 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2022 RECORDED	2023 BUDGET	2023 RECEIVED (PRE-AUDIT)	2024 TC RECOMM.	2024 BUD COMM. RECOMM.	2024 BUDGET
<b>INTERGOVERNMENTAL REVENUES-STATE</b>							
1 - 3207	MEALS & ROOMS	2,675,895	2,200,000	2,880,890	2,880,000	2,880,000	2,880,000
1 - 3202	HIGHWAY BLOCK GRANT	659,857	534,208	665,566	580,696	580,696	580,696
1 - 3215	OTHER GOVERNMENTAL REVENUE	525,733	72,000	84,904	1,072,000	1,072,000	1,072,000
		3,861,485	2,806,208	3,631,360	4,532,696	4,532,696	4,532,696

## 2024 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2022 RECORDED	2023 BUDGET	2023 RECEIVED (PRE-AUDIT)	2024 TC RECOMM.	2024 BUD COMM. RECOMM.	2024 BUDGET
<b>LICENSES AND PERMITS</b>							
1 - 3240	AUTO PERMITS	7,225,986	7,500,000	7,542,265	7,250,000	7,250,000	7,250,000
1 - 3243	DOG LICENSES	22,566	18,000	23,709	19,000	19,000	19,000
	BUSINESS LICENSES, PERMITS, FEES	3,071,270	1,614,950	1,657,162	1,629,500	1,629,500	1,629,500
		10,319,821	9,132,950	9,223,136	8,898,500	8,898,500	8,898,500

## 2024 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2022 RECORDED	2023 BUDGET	2023 RECEIVED (PRE-AUDIT)	2024 TC RECOMM.	2024 BUD COMM. RECOMM.	2024 BUDGET
<b>BUSINESS LICENSES, PERMITS, FEES</b>							
1 - 3224	OTHER BUSINESS LICENSES	27	-	30	-	-	-
1 - 3239	MUNICIPAL AGENT FEE	116,343	116,000	118,125	120,000	120,000	120,000
1 - 3241	TITLE FEES	14,698	15,500	15,050	15,000	15,000	15,000
1 - 3242	MARRIAGE LICENSES	1,991	1,500	2,044	1,700	1,700	1,700
1 - 3258	STREET DAMAGE FEES-ENGINEERING	118	-	-	-	-	-
1 - 3259	STREET OPENING-ENGINEERING	2,475	2,000	1,575	1,000	1,000	1,000
1 - 3260	BUILDING PERMITS	2,125,309	950,000	892,354	950,000	950,000	950,000
1 - 3261	ELECTRICAL PERMITS	243,540	115,000	184,128	115,000	115,000	115,000
1 - 3262	PLUMBING PERMITS	125,875	70,000	52,300	70,000	70,000	70,000
1 - 3263	GAS PERMITS (& OTHER)	137,065	75,000	43,020	75,000	75,000	75,000
1 - 3265	FOOD SERVICE LICENSE	54,430	45,000	56,455	52,000	52,000	52,000
1 - 3266	TATTOO PARLOR LICENSE	4,550	3,500	4,450	3,500	3,500	3,500
1 - 3268	MASSAGE LICENSE	1,100	950	900	950	950	950
1 - 3269	OTHER HEALTH DEPT. LICENSES	300	250	250	250	250	250
1 - 3365	LANDFILL-PERMITS	218,070	195,000	261,520	200,000	200,000	200,000
1 - 3366	ANIMAL CONTROL FEES	-	250	1,767	100	100	100
1 - 3371	SEPTIC INSPECTION FEES	25,380	25,000	23,195	25,000	25,000	25,000
		3,071,270	1,614,950	1,657,162	1,629,500	1,629,500	1,629,500

## 2024 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2022 RECORDED	2023 BUDGET	2023 RECEIVED (PRE-AUDIT)	2024 TC RECOMM.	2024 BUD COMM. RECOMM.	2024 BUDGET
<b>CHARGES FOR SERVICES</b>							
	INCOME FROM DEPARTMENTS	3,249,891	3,276,038	3,464,849	3,115,500	3,115,500	3,115,500
1 - 3620	RENT OF TOWN PROPERTY	17,605	16,215	17,840	16,615	16,615	16,615
1 - 3625	INCOME FROM SCHOOL	259,143	303,826	319,154	367,831	367,831	367,831
1 - 3630	COURT HOUSE LEASE	422,149	430,133	428,610	436,996	436,996	436,996
1 - 3305	OUTSIDE POLICE DETAIL	112,993	150,000	133,413	125,000	125,000	125,000
		4,061,781	4,176,212	4,363,866	4,061,942	4,061,942	4,061,942

## 2024 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2022 RECORDED	2023 BUDGET	2023 RECEIVED (PRE-AUDIT)	2024 TC RECOMM.	2024 BUD COMM. RECOMM.	2024 BUDGET
<b>INCOME FROM DEPARTMENTS</b>							
1 - 3180	MISCELLANEOUS CHARGES	3,268	500	1,150	500	500	500
1 - 3230	ELECTIONS & REGISTRATION	686	400	667	2,000	2,000	2,000
1 - 3244	CIVIL FORFEITURE	19,375	10,000	21,075	10,000	10,000	10,000
1 - 3245	UCC FILINGS	9,255	8,000	8,415	9,000	9,000	9,000
1 - 3246	CERTIFIED COPIES	14,343	11,500	15,530	12,000	12,000	12,000
1 - 3247	RECORDING & OTHER	5,439	4,500	5,438	4,500	4,500	4,500
1 - 3248	COLLECTION FEES	1,296	1,000	1,448	1,000	1,000	1,000
1 - 3249	MISCELLANEOUS-TOWN CLERK	403	500	336	200	200	200
1 - 3232	MAPS, COPIES, ETC.	531	400	569	400	400	400
1 - 3237	PLANNING BOARD	51,077	25,000	65,009	25,000	25,000	25,000
1 - 3231	PUBLIC HEARINGS (BOA)	11,100	8,000	8,895	8,000	8,000	8,000
1 - 3300	POLICE ALARM PERMITS	1,900	2,000	1,755	1,500	1,500	1,500
1 - 3301	PISTOL PERMITS	1,140	2,000	1,310	1,000	1,000	1,000
1 - 3302	FINGERPRINTING	330	250	360	300	300	300
1 - 3303	PAWN SHOP REGISTRATIONS	20,103	18,750	21,770	20,000	20,000	20,000
1 - 3304	POLICE REPORTS	2,049	1,600	3,366	1,600	1,600	1,600
1 - 3306	POLICE ALARMS	23,975	13,000	19,200	15,000	15,000	15,000

## 2024 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2022 RECORDED	2023		2024 TC RECOMM.	2024 BUD COMM. RECOMM.	2024 BUDGET
			2023 BUDGET	RECEIVED (PRE-AUDIT)			
1 - 3307	PARKING FINES	215	350	845	250	250	250
1 - 3308	OTHER POLICE DEPT. INCOME	2,250	2,500	4,765	2,000	2,000	2,000
1 - 3309	WITNESS FEES	34	-	205	-	-	-
1 - 3310	EVIDENCE PROCEEDS	138	-	311	250	250	250
1 - 3330	FIRE PERMITS	85,733	55,000	70,113	55,000	55,000	55,000
1 - 3331	FIRE/AMBULANCE REPORTS	-	-	500	-	-	-
1 - 3332	FIRE ALARM MONITORING FEES	120,805	105,000	101,350	105,000	105,000	105,000
1 - 3333	AMBULANCE FEES	1,636,974	1,850,000	1,917,719	1,700,000	1,700,000	1,700,000
1 - 3335	OTHER FIRE DEPT. INCOME	3,806	3,250	3,600	3,500	3,500	3,500
1 - 3336	CPR TRAINING EDUCATION-PUBLIC	1,260	5,040	180	5,000	5,000	5,000
1 - 3360	CEMETERY LOTS	20,630	20,000	30,304	20,000	20,000	20,000
1 - 3361	CEMETERY OPENINGS	44,330	50,000	48,250	40,000	40,000	40,000
1 - 3364	LANDFILL-REVENUE SHARING	37,125	40,000	23,978	30,000	30,000	30,000
1 - 3368	LANDFILL-TONNAGE CHARGES	395,530	420,000	464,582	400,000	400,000	400,000
1 - 3382	WELFARE LIENS	33,155	1,000	2,978	1,000	1,000	1,000
1 - 3400	RECREATION CHARGES	-	4,000	-	-	-	-
1 - 3401	LIBRARY REVENUE	3,374	4,000	11,457	4,000	4,000	4,000
1 - 3404	SENIOR CENTER REVENUE	10,457	10,000	11,174	5,000	5,000	5,000
1 - 3450	SEWER ADMIN. CHARGE	266,943	257,246	257,246	295,085	295,085	295,085

## 2024 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2022 RECORDED	2023		2024 TC RECOMM.	2024 BUD COMM. RECOMM.	2024 BUDGET
			2023 BUDGET	RECEIVED (PRE-AUDIT			
1 - 3452	SCTV ADMIN. CHARGE	7,500	7,500	7,500	7,500	7,500	7,500
1 - 3460	WATER ADMIN. CHARGE	300,435	327,752	327,752	323,915	323,915	323,915
1 - 3640	COURT FINES	2,767	2,000	3,750	2,000	2,000	2,000
1 - 3780	INTERFUND TRANSFER	110,162	4,000	-	4,000	4,000	4,000
		3,249,891	3,276,038	3,464,849	3,115,500	3,115,500	3,115,500

## 2024 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2022 RECORDED	2023 BUDGET	2023 RECEIVED (PRE-AUDIT)	2024 TC RECOMM.	2024 BUD COMM. RECOMM.	2024 BUDGET
<b>MISCELLANEOUS REVENUES</b>							
1 - 3600	INTEREST EARNINGS	61,222	20,000	630,486	100,000	100,000	100,000
1 - 3710	SALE OF TOWN PROPERTY	43,723	1,000	83,690	1,000	1,000	1,000
1 - 3740	MISCELLANEOUS REVENUES	14,575	15,000	27,494	20,000	20,000	20,000
		173,918	36,000	741,670	121,000	121,000	121,000



## 2024 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2022 RECORDED	2023 BUDGET	2023 RECEIVED (PRE-AUDIT)	2024 TC RECOMM.	2024 BUD COMM. RECOMM.	2024 BUDGET
<b>OTHER FINANCING SOURCES</b>							
1 - 3670	OTHER FINANCING SOURCES	998,312	582,652	676,950	393,175	393,175	393,175
1 - 3610	INTEREST EARNINGS-TRUST FUND	33,363	25,000	9,337	25,000	25,000	25,000
1 - 3615	BOND AND NOTE PROCEEDS	-	1,339,600	-	1,300,000	1,300,000	1,300,000
1 - 3616	AMORTIZED BOND PREMIUM	15,918	15,918	15,922	8,678	8,678	8,678
1 - 3700	PILOT	78,416	70,000	89,595	70,000	70,000	70,000
1 - 3800	USE OF FUND BALANCE	-	4,174,735	-	1,500,000	1,500,000	1,500,000
		1,126,009	6,207,905	791,804	3,296,853	3,296,853	3,296,853

## 2024 BUDGET

DEPT.	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>TOWN COUNCIL/COURT SUMMARY</b>						
TOWN COUNCIL	63,556	60,669	65,129	74,410	74,410	74,410
DISTRICT COURT	150,306	93,323	96,706	106,504	106,504	106,504
TOTAL - TOWN COUNCIL/COURT	213,863	153,992	161,835	180,914	180,914	180,914

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>TOWN COUNCIL</b>							
10100 - 4090	REGULAR PAY	15,000	15,000	20,662	27,000	27,000	27,000
10100 - 4092	TEMPORARY PAY	3,066	2,500	2,880	2,500	2,500	2,500
10100 - 4172	WORKERS' COMPENSATION	31	49	44	97	97	97
10100 - 4174	FICA-SOCIAL SECURITY	1,382	1,339	1,801	2,257	2,257	2,257
10100 - 4177	UNEMPLOYMENT COMPENSATION	11	6	17	6	6	6
10100 - 4200	OFFICE SUPPLIES	544	750	240	750	750	750
10100 - 4202	TOWN REPORT/WARRANT	4,046	4,500	4,577	4,700	4,700	4,700
10100 - 4400	CONTRACTED SERVICES	6,597	4,447	1,899	4,000	4,000	4,000
10100 - 4405	MEMBERSHIPS & PUBLICATIONS	28,984	29,000	29,854	30,000	30,000	30,000
10100 - 4406	PRINTING & BINDING	290	300	330	300	300	300
10100 - 4410	ADVERTISING	3,605	2,778	2,825	2,800	2,800	2,800
TOTAL		63,556	60,669	65,129	74,410	74,410	74,410

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
TOWN COUNCIL - 10100				
4090	TOWN COUNCIL (9)	0	15,000	27,000
			----- 15,000	----- 27,000

**2024 BUDGET WORKSHEET****DEPT NAME - TOWN COUNCIL****DEPT # - 10100**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4092	Temporary Pay	2,500	Recording secretary & staff support for Town Council business and meetings. (2 hour minimum)	Recording secretary & staff support for Selectmen business and meetings. (2 hour minimum)
4200	Office Supplies	750	Photocopies, Town Council nameplates, steno pads, proclamation frames, etc.	Photocopies, Selectmen nameplates, steno pads, proclamation frames, etc.
4202	Town Report/Town Warrant	4,700	Printing of annual Town Report.	Printing of annual Town Report.
4400	Contracted Services	4,000	Outside contracted services to tow vehicles, equipment, and misc. items to auction, generally held annually in May & October.	Outside contracted services to tow vehicles, equipment, and misc. items to auction, generally held annually in May & October.
4405	Memberships	30,000	NH Municipal Association	NH Municipal Association
4406	Printing & Binding	300	Printing of proposed and approved budget.	Printing of proposed and approved budget.
4410	Advertising	2,800	Newspaper advertising for land auctions, public hearings, (includes notices for amending / updating town codes), Town Meeting notices. Includes advertising for town-wide bids.	Newspaper advertising for land auctions, public hearings, (includes notices for amending / updating town codes), Town Meeting notices. Includes advertising for town-wide bids.

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>DISTRICT COURT</b>							
10200 - 4201	MAINTENANCE SUPPLIES	2,756	2,750	3,426	2,750	2,750	2,750
10200 - 4450	TELEPHONE	347	332	469	344	344	344
10200 - 4452	BUILDING MAINTENANCE	36,031	12,719	27,315	32,077	32,077	32,077
10200 - 4457	GROUNDS MAINTENANCE	2,691	2,500	2,555	2,700	2,700	2,700
10200 - 4470	GENERAL LIABILITY	432	511	432	376	376	376
10200 - 4491	PROPERTY INSURANCE	4,868	5,401	5,349	5,567	5,567	5,567
10200 - 4495	HEAT	27,891	34,231	25,700	30,308	30,308	30,308
10200 - 4496	ELECTRICITY	30,513	33,613	30,693	31,381	31,381	31,381
10200 - 4497	OTHER UTILITIES	708	1,266	767	1,001	1,001	1,001
10200 - 4498	BUILDING REPAIRS	44,070	-	-	-	-	-
TOTAL		150,306	93,323	96,706	106,504	106,504	106,504

## 2024 BUDGET WORKSHEET

DEPT NAME - DISTRICT COURT

DEPT # - 10200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4201	Maintenance Supplies	2,750	Paper towels, toilet tissue, soap, plastic trash liners, 2,750	Paper towels, toilet tissue, soap, plastic trash liners, 2,750
4450	Telephone	344	Elevator telephone line charge 344	Elevator telephone line charge 332
4452	Building Maintenance	32,077	HVAC / Burner maintenance Elevator Maintenance \$146/mo. Elevator State Inspection Alarm system monitoring Pest control (57/mo.) Window cleaning outside Fire Safety Equipment Maintenance Building Fire Alarm Services General maintenance to building Carpeting HVAC Technical Assistance 3,420 1,752 145 174 684 585 350 633 5,000 10,432 8,902	HVAC / Burner maintenance Elevator Maintenance \$144/mo. Elevator State Inspection Alarm system monitoring Pest control (57/mo.) Window cleaning outside Fire Safety Equipment Maintenance Building Fire Alarm Services General maintenance to building 3,420 1,728 145 174 684 585 350 633 5,000
4457	Grounds Maintenance	2,700	Plantings, mulch, etc 2,700	Plantings, mulch, etc 2,500
4470	General Liability	376	Liability coverage (allocation based on percentage of overall expenditures) (estimated 5% increase over 2023/24 rates)	Liability coverage (allocation based on percentage of overall expenditures) (estimated 5% increase over 2022/23 rates)
4491	Property Insurance	5,567	Insurance for building (estimated 5% increase over 2023/24 rates)	Insurance for building (estimated 5% increase over 2022/23 rates)

**2024 BUDGET WORKSHEET****DEPT NAME - DISTRICT COURT****DEPT # - 10200**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4495	Heat	30,308	Heating and air conditioning costs.	Heating and air conditioning costs.
4496	Electricity	31,381	Electricity for Court House building and parking lot lighting	Electricity for Court House building and parking lot lighting
4497	Other Utilities	1,001	Sewer and Water	Sewer and Water 3 Year WA + 7%
			1,001	1,281

NOTE: Revenues from rent of the Court House - estimated at \$436,996 for 2024



## 2024 BUDGET

DEPT.	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>TOWN MANAGER SUMMARY</b>						
TOWN MANAGER	524,531	566,642	552,244	570,976	570,976	570,976
LEGAL	270,605	158,700	162,469	163,700	163,700	163,700
HUMAN RESOURCES	373,815	377,125	511,476	410,041	410,041	410,041
EMPLOYEE BENEFITS	1,519,156	1,554,595	1,172,676	1,384,234	1,384,234	1,384,234
BOARDS & COMMITTEES	24,853	25,791	27,930	29,195	29,195	29,195
TOWN BUILDINGS	276,411	205,525	228,510	249,167	249,167	249,167
<hr/>						
TOTAL - TOWN MANAGER	2,989,370	2,888,378	2,655,305	2,807,313	2,807,313	2,807,313

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>TOWN MANAGER</b>							
10300 - 4090	REGULAR PAY	348,956	355,837	350,964	363,463	363,463	363,463
10300 - 4092	TEMPORARY PAY	7,618	33,800	31,963	34,778	34,778	34,778
10300 - 4170	RETIREMENT	49,243	49,089	48,465	49,718	49,718	49,718
10300 - 4171	DISABILITY INSURANCE	2,534	2,550	2,560	2,570	2,570	2,570
10300 - 4172	WORKERS' COMPENSATION	638	1,092	973	1,327	1,327	1,327
10300 - 4174	FICA-SOCIAL SECURITY	26,608	29,807	29,070	30,773	30,773	30,773
10300 - 4176	HEALTH INSURANCE	80,045	80,660	80,660	77,574	77,574	77,574
10300 - 4177	UNEMPLOYMENT COMPENSATION	141	140	118	140	140	140
10300 - 4178	LIFE INSURANCE	828	882	828	775	775	775
10300 - 4179	DENTAL INSURANCE	2,827	2,510	3,082	3,083	3,083	3,083
10300 - 4200	OFFICE SUPPLIES	1,568	2,000	380	1,600	1,600	1,600
10300 - 4405	MEMBERSHIPS & PUBLICATIONS	2,514	2,950	1,544	3,000	3,000	3,000
10300 - 4407	VOUCHERED EXPENSE	231	525	593	525	525	525
10300 - 4408	VEHICLE EXPENSE	8	400	-	400	400	400
10300 - 4453	MEETINGS & TRAINING	770	4,000	1,045	1,000	1,000	1,000
10300 - 4600	OFFICE FURNITURE & EQUIPMENT	-	400	-	250	250	250
TOTAL		524,531	566,642	552,244	570,976	570,976	570,976

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
TOWN MANAGER - 10300				
4090	TOWN MANAGER	0	153,758	153,422
	ASSISTANT TOWN MANAGER	0	128,544	132,269
	EXECUTIVE ASSISTANT	0	73,535	77,772
			-----	-----
			355,837	363,463

## 2024 BUDGET WORKSHEET

DEPT NAME - TOWN MANAGER

DEPT # - 10300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4092	Temporary Pay	34,778	Right to Know Specialist (25 hrs/wk) 34,778	Right to Know Specialist (25 hrs/wk) 33,800
4200	Office Supplies	1,600	Photocopies, envelopes, paper, file folders and other office supplies.	Photocopies, envelopes, paper, file folders and other office supplies.
4405	Memberships & Publications	3,000	NH Municipal Managers Association 220 Dues (NHMMA) ICMA Dues - Town Manager 1,250 ICMA Dues - Assistant Town Manager 1,100 Union Leader 240 NH Town and City (publication) 50 Misc dues/publications 140	NH Municipal Managers Association 110 Dues (NHMMA) ICMA Dues - Town Manager 1,250 ICMA Dues - Assistant Town Manager 1,100 Union Leader 240 NH Town and City (publication) 50 Misc dues/publications 200
4407	Vouchered Expense	525	Retiree recognition 525	Employee recognition 525
4408	Vehicle Expense	400	Mileage reimbursement for Town Manager & Assistant Town Manager	Mileage reimbursement for Town Manager & Assistant Town Manager
4453	Meetings & Training	1,000	Conferences for Town Manager 500 Per contract Conferences for Assistant Town Manager 500	Conferences for Town Manager 2,500 Per contract Conferences for Assistant Town Manager 1,500
4600	Office Furniture & Equipment	250	New chair 250	New chair and whiteboard 400

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>LEGAL</b>							
10310 - 4399	LEGAL SERVICES	263,246	150,000	155,114	155,000	155,000	155,000
10310 - 4400	CONTRACTED SERVICES	3,668	5,700	5,208	5,700	5,700	5,700
10310 - 4405	MEMBERSHIPS & PUBLICATIONS	3,691	3,000	2,148	3,000	3,000	3,000
TOTAL		270,605	158,700	162,469	163,700	163,700	163,700

**2024 BUDGET WORKSHEET****DEPT NAME - LEGAL****DEPT # - 10310**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4399	Legal Services	155,000	Outside legal services (2020-2022, 3-year weighted average=220,597)	Outside legal services (2019-2021, 3-year weighted average=161,020)
4400	Contracted Services	5,700	Title searches for tax lien. The State requires Towns to notify mortgagees on tax accounts subject to possible deeding, requiring title searches. Amount reimbursed by property owners.	Title searches for tax lien. The State requires Towns to notify mortgagees on tax accounts subject to possible deeding, requiring title searches. Amount reimbursed by property owners.
4405	Memberships & Publications	3,000	NH Statute Books Code Updates	NH Statute Books Code Updates

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>HUMAN RESOURCES</b>							
10320 - 4090	REGULAR PAY	142,044	171,289	135,949	185,716	185,716	185,716
10320 - 4092	TEMPORARY PAY	46,221	40,277	41,626	42,470	42,470	42,470
10320 - 4170	RETIREMENT	23,719	23,629	14,859	25,128	25,128	25,128
10320 - 4171	DISABILITY INSURANCE	1,493	1,507	1,254	1,578	1,578	1,578
10320 - 4172	WORKERS' COMPENSATION	337	593	535	753	753	753
10320 - 4174	FICA-SOCIAL SECURITY	13,867	16,185	13,066	17,456	17,456	17,456
10320 - 4176	HEALTH INSURANCE	43,938	43,938	25,754	50,807	50,807	50,807
10320 - 4177	UNEMPLOYMENT COMPENSATION	108	105	127	105	105	105
10320 - 4178	LIFE INSURANCE	534	534	441	464	464	464
10320 - 4179	DENTAL INSURANCE	1,412	1,444	981	1,828	1,828	1,828
10320 - 4200	OFFICE SUPPLIES	298	700	1,623	700	700	700
10320 - 4400	CONTRACTED SERVICES	10,546	278	165,675	1,862	1,862	1,862
10320 - 4405	MEMBERSHIPS & PUBLICATIONS	646	646	600	274	274	274
10320 - 4406	PRINTING & BINDING	-	100	85	100	100	100
10320 - 4407	VOUCHERED EXPENSE	-	-	-	2,000	2,000	2,000
10320 - 4410	ADVERTISING	900	900	895	900	900	900
10320 - 4423	MEDICAL EXAMS/HIRING	18,962	18,000	17,461	20,000	20,000	20,000
10320 - 4444	MEDIATION/NEGOTIATION	68,559	55,000	90,161	55,000	55,000	55,000
10320 - 4453	MEETINGS & TRAINING	200	1,800	282	2,400	2,400	2,400

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
10320 - 4905	JOINT LOSS SAFETY COMMITTEE	-	200	105	500	500	500
	TOTAL	373,815	377,125	511,476	410,041	410,041	410,041



**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
HUMAN RESOURCES - 10320				
4090	HUMAN RESOURCES DIRECTOR	0	105,554	115,442
	HR SPECIALIST	0	65,735	70,274
			-----	-----
			171,289	185,716

## 2024 BUDGET WORKSHEET

DEPT NAME - HUMAN RESOURCES

DEPT # - 10320

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4092	Temporary Pay	42,470	Part time HR Specialist (24 hours/week) 42,470	Part time HR Specialist (24 hours/week)
4200	Office Supplies	700	Paper, pencils, pens, binders, file folders, paper clips, envelopes, etc. 700	Paper, pencils, pens, binders, file folders, paper clips, envelopes, etc. 700
4400	Contracted Services	1,862	Flexible Spending administration fee. 278 Note: \$5.79/mo./employee for 4 participants. COBRA adm. Note: \$ .55*240*12 1,584	Flexible Spending administration fee. 278 Note: \$5.79/mo./employee for 4 participants.
4405	Membership & Publications	274	ANHPEHRA Membership 45 Society for Human Resources (HR Director) 229	IPMA-HR (Required for exams) 417 Society for Human Resources (HR Director) 229
4406	Printing & Binding	100	Printing costs for manuals, insurance information and wellness program documents.	Printing costs for manuals, insurance information and wellness program documents.
4407	Vouchered Expense	2,000	Active employee recognition	
4410	Advertising	900	Advertising for vacancies for most non-major departments, also includes advertising for management or professional positions. Includes Internet, Mass Municipal, Maine Municipal and professional publications.	Advertising for vacancies for most non-major departments, also includes advertising for management or professional positions. Includes Internet, Mass Municipal, Maine Municipal and professional publications.
4423	Medical Exams/Hiring	20,000	Pre-employment/post-offer physicals, background checks, and Independent Medical Exams for all departments, w/c, booster shots.	Pre-employment/post-offer physicals, background checks, and Independent Medical Exams for all departments, w/c, booster shots.

## 2024 BUDGET WORKSHEET

DEPT NAME - HUMAN RESOURCES

DEPT # - 10320

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4444	Mediation / Negotiation	55,000	Legal assistance relating to 5 labor contracts, including negotiation, mediation, labor relations, arbitration cases, and grievances. union contracts negotiation	Legal assistance relating to 5 labor contracts, including negotiation, mediation, labor relations, arbitration cases, and grievances. union contracts negotiation
4453	Meetings & Training	2,400	Mileage costs (.655 per mile) for HR employee training, including Primex free training, Annual Public Sector Labor and Employment Law Update, continuing education seminars and HR Certifications. Labor/Arbitration Update.	Mileage costs (.585 per mile) for HR employee training, including Primex free training, Annual Public Sector Labor and Employment Law Update, continuing education seminars and HR Certifications. Labor/Arbitration Update.
4905	Joint Loss Safety Committee	500	Per Dept. of Labor LAB 603.02 Establishment of a JLMC that states: "the committee shall have control over a portion of the budget." Town wide safety training	Per Dept. of Labor LAB 603.02 Establishment of a JLMC that states: "the committee shall have control over a portion of the budget."

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>EMPLOYEE BENEFITS</b>							
10330 - 4090	REGULAR PAY	40,819	34,225	33,815	45,923	45,923	45,923
10330 - 4109	EMPLOYEE RETIREMENT BEN.	447,433	503,396	242,032	443,536	443,536	443,536
10330 - 4114	ANNUAL SICK/VAC LEAVE BUY-BAC	178,812	177,402	153,599	220,968	220,968	220,968
10330 - 4176	HEALTH INSURANCE	820,921	816,711	720,914	650,946	650,946	650,946
10330 - 4223	ACADEMIC REIMBURSEMENT	28,302	20,000	19,464	20,000	20,000	20,000
10330 - 4400	CONTRACTED SERVICES	2,869	2,861	2,852	2,861	2,861	2,861
TOTAL		1,519,156	1,554,595	1,172,676	1,384,234	1,384,234	1,384,234

**2024 BUDGET WORKSHEET****DEPT NAME - EMPLOYEE BENEFITS****DEPT # - 10330**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4090	Regular Pay	45,923	Represents Non-Affiliate pool to be allocated in 2024 for the following employees not associated with a union contract: Town Manager, Assistant Town Manager, Executive Assistant, RTK Specialist, HR Director, HR Specialist (2), Finance Director, Assistant Finance Director, Payroll Coordinator, Municipal Services Director, Fire Chief, Police Chief, Town Clerk, and Tax Collector.	Represents Non-Affiliate pool to be allocated in 2023 for the following employees not associated with a union contract: Town Manager, Assistant Town Manager, Executive Assistant, HR Director, Employee Relations Coord, HR Admin Asst., Finance Director, Assistant Finance Director, Municipal Services Director, Fire Chief, Police Chief, Town Clerk, and Tax Collector.
4109	Employee Retirement Benefits	443,536	Funding for buy-outs of sick and vacation accruals for terminating employees.	Funding for buy-outs of sick and vacation accruals for terminating employees.
4114	Annual Sick/Vacation Leave Buy-Back	220,968	Payment to eligible employees for sick days remaining over maximum at year end. Members of SPAA and Police unions, as well as some Non-Affiliates are no longer included. Also includes redemption of unused vacation leave, per union contracts.	Payment to eligible employees for sick days remaining over maximum at year end. Members of SPAA and Police unions, as well as some Non-Affiliates are no longer included. Also includes redemption of unused vacation leave, per union contracts.
4176	Health Insurance	650,946	Health insurance premiums for eligible duty-related disability retirees from Police and Fire, according to their Union contract. Budgeted amount is net of the subsidy amount received on behalf of many of the retirees. Covers 37 retirees (28 PD/9FD).	Health insurance premiums for eligible duty-related disability retirees from Police and Fire, according to their Union contract. Budgeted amount is net of the subsidy amount received on behalf of the many of the retirees. Covers 36 retirees (27 PD/9FD).

## 2024 BUDGET WORKSHEET

DEPT NAME - EMPLOYEE BENEFITS

DEPT # - 10330

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4223	Academic Reimbursement	20,000	Employee reimbursement for cost of tuition, fees and books for job related courses as required by SEA, SPAA, AFSCME, Police, Fire, and non-affiliated contracts.	Employee reimbursement for cost of tuition, fees and books for job related courses as required by SEA, SPAA, AFSCME, Police, Fire, and non-affiliated contracts.
4400	Contracted Services	2,861	The Employee Assistance Program (EAP) is a proactive resource that provides cost-free, confidential counseling sessions and professional referrals to employees. \$1.37/employee/month @ 174	The Employee Assistance Program (EAP) is a proactive resource that provides cost-free, confidential counseling sessions and professional referrals to employees. \$1.37/employee/month @ 174
			2,861	2,861

## 2024 BUDGET

DEPT.	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>BOARDS &amp; COMMITTEES SUMMARY</b>						
PLANNING BOARD	2,568	3,164	4,233	3,916	3,916	3,916
BOARD OF ADJUSTMENT	2,041	1,508	2,163	1,762	1,762	1,762
BUDGET COMMITTEE	2,165	723	1,888	2,117	2,117	2,117
CONSERVATION COMMISSION	2,209	2,179	2,484	2,182	2,182	2,182
TRUSTEE OF TRUST FUNDS	15,869	18,217	17,162	17,218	17,218	17,218
COMMUNICATIONS COMMITTEE	-	-	-	2,000	2,000	2,000
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TOTAL-BOARDS & COMMITTEE	24,853	25,791	27,930	29,195	29,195	29,195

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>PLANNING BOARD</b>							
10341 - 4092	TEMPORARY PAY	2,019	2,000	3,405	2,510	2,510	2,510
10341 - 4172	WORKERS' COMPENSATION	4	6	5	8	8	8
10341 - 4174	FICA-SOCIAL SECURITY	154	153	260	192	192	192
10341 - 4177	UNEMPLOYMENT COMPENSATION	12	5	13	6	6	6
10341 - 4210	OPERATING SUPPLIES	30	500	-	500	500	500
10341 - 4410	ADVERTISING	348	400	549	600	600	600
10341 - 4453	MEETINGS & TRAINING	-	100	-	100	100	100
SUBTOTAL		2,568	3,164	4,233	3,916	3,916	3,916



**2024 BUDGET WORKSHEET****DEPT NAME - PLANNING BOARD****DEPT # - 10341**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4092	Temporary Pay	2,510	Recording Secretary	Recording Secretary
4210	Operating Supplies	500	Photocopying, envelopes & stationery	Photocopying, envelopes & stationery
4410	Advertising	600 *	Public notices	Public notices
4453	Meetings & Training	100	Training seminars/workshops	Training seminars/workshops

\*Note : Planning Board application fees offset these expenses. (GF 1-3237)

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>BOARD OF ADJUSTMENT</b>							
10342 - 4092	TEMPORARY PAY	1,593	1,000	1,695	1,004	1,004	1,004
10342 - 4172	WORKERS COMPENSATION	1	3	3	3	3	3
10342 - 4174	FICA-SOCIAL SECURITY	122	77	130	77	77	77
10342 - 4177	UNEMPLOYMENT COMPENSATION	-	3	-	3	3	3
10342 - 4210	OPERATING SUPPLIES	74	75	72	75	75	75
10342 - 4410	ADVERTISING	252	250	264	500	500	500
10342 - 4453	MEETINGS AND TRAINING	-	100	-	100	100	100
SUBTOTAL		2,041	1,508	2,163	1,762	1,762	1,762

**2024 BUDGET WORKSHEET****DEPT NAME - BOARD OF ADJUSTMENT****DEPT # - 10342**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4092	Temporary Pay	1,004	Recording Secretary	Recording Secretary
4210	Operating Supplies	75	Photocopying, envelopes & stationery, maps	Photocopying, envelopes & stationery, maps
4410	Advertising	500	* Fees associated with legal notices for petitions filed	Fees associated with legal notices for petitions filed
4453	Meetings & Training	100	Training for Board members Conference generally in the Fall	Training for Board members Conference generally in the Fall

\*Note : Zoning Board application fees offset these expenses. (GF 1-3231)

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>BUDGET COMMITTEE</b>							
10343 - 4092	TEMPORARY PAY	1,310	-	1,300	1,233	1,233	1,233
10343 - 4172	WORKERS COMPENSATION	1	-	3	4	4	4
10343 - 4174	FICA-SOCIAL SECURITY	100	-	99	94	94	94
10343 - 4177	UNEMPLOYMENT COMPENSATION	-	3	-	3	3	3
10343 - 4210	OPERATING SUPPLIES	753	720	486	783	783	783
SUBTOTAL		2,165	723	1,888	2,117	2,117	2,117

**2024 BUDGET WORKSHEET****DEPT NAME - BUDGET COMMITTEE****DEPT # - 10343**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4092	Temporary Pay	1,233	Recording Secretary	Recording Secretary
4210	Operating Supplies	783	Copies, public notices, binders, etc.	Copies, public notices, binders, etc.

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>CONSERVATION COMMISSION</b>							
10344 - 4092	TEMPORARY PAY	811	650	985	653	653	653
10344 - 4172	WORKERS COMPENSATION	1	2	2	2	2	2
10344 - 4174	FICA-SOCIAL SECURITY	62	50	75	50	50	50
10344 - 4177	UNEMPLOYMENT COMPENSATION	-	2	-	2	2	2
10344 - 4210	OPERATING SUPPLIES	285	100	72	100	100	100
10344 - 4405	MEMBERSHIPS & PUBLICATIONS	1,050	1,075	1,050	1,075	1,075	1,075
10344 - 4453	MEETINGS & TRAINING	-	300	300	300	300	300
SUBTOTAL		2,209	2,179	2,484	2,182	2,182	2,182

**2024 BUDGET WORKSHEET****DEPT NAME - CONSERVATION COMMISSION****DEPT # - 10344**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4092	Temporary Pay	653	Recording Secretary	Recording Secretary
4210	Operating Supplies	100	Photo-copying, envelopes & stationery, maps, public notices, print Town Forest and Wetland brochures	100 Photo-copying, envelopes & stationery, maps, public notices, print Town Forest and Wetland brochures
4405	Memberships & Publications	1,075	NH Assoc. of Conservation Commissions (NHACC) NHACC publications	NH Assoc. of Conservation Commissions (NHACC) NHACC publications
4453	Meetings & Training	300	NHACC Mtg., training workshops/seminars (new members)	NHACC Mtg., training workshops/seminars (new members)

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>TRUSTEE OF TRUST FUNDS</b>							
10348 - 4092	TEMPORARY PAY	128	200	95	201	201	201
10348 - 4172	WORKERS COMPENSATION	1	1	1	1	1	1
10348 - 4174	FICA-SOCIAL SECURITY	10	15	7	15	15	15
10348 - 4177	UNEMPLOYMENT COMPENSATION	-	1	-	1	1	1
10348 - 4403	TECHNICAL SERVICES	15,731	18,000	17,059	17,000	17,000	17,000
SUBTOTAL		15,869	18,217	17,162	17,218	17,218	17,218



## 2024 BUDGET WORKSHEET

DEPT NAME - TRUSTEE OF TRUST FUNDS

DEPT # - 10348

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4092	Temporary Pay	201	Recording Secretary	Recording Secretary
4403	Technical Services	17,000	Management fees for Non-Expendable Trust Funds. These fees are based on the income that the funds earn. For example, higher income results in higher fees, while lower income means lower fees.	Management fees for Non-Expendable Trust Funds. These fees are based on the income that the funds earn. For example, higher income results in higher fees, while lower income means lower fees.

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>COMMUNICATIONS COMMITTEE</b>							
10349 -4400	CONTRACTED SERVICES	-	-	-	2,000	2,000	2,000
	SUBTOTAL	-	-	-	2,000	2,000	2,000
	TOTAL-BOARDS & COMMITTEES	24,853	25,791	27,930	29,195	29,195	29,195

## 2024 BUDGET WORKSHEET

DEPT NAME - COMMUNICATIONS COMMITTEE

DEPT # - 10349

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4400	Contracted Services	2,000	Supplies to further communicate messages. Items could include popup tents, tables, banners, etc.	

**2024 BUDGET**

DEPT.	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>TOWN BUILDINGS SUMMARY</i></b>						
TOWN HALL	215,738	167,888	175,016	218,681	218,681	218,681
OLD TOWN HALL	24,549	14,150	18,004	13,707	13,707	13,707
HOSE HOUSE	5,826	4,574	5,000	5,673	5,673	5,673
OLD LIBRARY	2,874	3,746	3,300	3,687	3,687	3,687
SCHOOL HOUSE #5	1,211	1,302	1,805	1,315	1,315	1,315
DEPOT TRAIN STATION	26,212	13,865	25,385	6,104	6,104	6,104
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TOTAL-TOWN BUILDINGS	276,411	205,525	228,510	249,167	249,167	249,167

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>TOWN HALL</b>							
10350 - 4201	MAINTENANCE SUPPLIES	5,083	5,000	6,156	5,000	5,000	5,000
10350 - 4440	EQUIPMENT RENTAL	3,244	8,290	9,026	8,290	8,290	8,290
10350 - 4450	TELEPHONE	21,432	23,292	24,141	23,645	23,645	23,645
10350 - 4451	POSTAGE	45,856	54,400	49,567	54,400	54,400	54,400
10350 - 4452	BUILDING MAINTENANCE	66,744	19,364	28,455	29,362	29,362	29,362
10350 - 4454	ELEVATOR MAINTENANCE	2,220	1,865	1,644	1,897	1,897	1,897
10350 - 4457	GROUNDS MAINTENANCE	11,357	3,500	3,816	5,000	5,000	5,000
10350 - 4459	EQUIPMENT MAINTENANCE	10,602	11,251	12,806	11,251	11,251	11,251
10350 - 4495	HEAT	16,357	17,075	14,916	17,463	17,463	17,463
10350 - 4496	ELECTRICITY	21,280	22,992	23,686	24,225	24,225	24,225
10350 - 4497	OTHER UTILITIES	720	859	804	755	755	755
10350 - 4498	BUILDING REPAIRS	10,844	-	-	37,393	37,393	37,393
SUBTOTAL		215,738	167,888	175,016	218,681	218,681	218,681

## 2024 BUDGET WORKSHEET

DEPT NAME - TOWN HALL

DEPT # - 10350

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4201	Maintenance Supplies	5,000	Paper products, cleaning supplies, light bulbs, water,	Paper products, cleaning supplies, light bulbs, water,
4440	Equipment Rental	8,290	Document disposal container-monthly service Storage Units (TM, HR, Fin., & Plan.)	Document disposal container-monthly service Storage Units (TM, HR, Fin., & Plan.)
4450	Telephone	23,645	Land line telephone services and fax lines. Cell phones (6)	Land line telephone services and fax lines. Cell phones (6)
			21,965	21,612
			1,680	1,680
4451	Postage	54,400	Postage costs for all Town Hall operations, motor vehicle registration mailing, public hearing notices, certified mail, ink, sealer Property Tax Bills (2 bulk mail) Permit Fee 3 yr wgt'd avg. (58,979)	Postage costs for all Town Hall operations, motor vehicle registration mailing, public hearing notices, certified mail, ink, sealer Property Tax Bills (2 bulk mail) Permit Fee 3 yr wgt'd avg. (52,569)
			45,160	45,160
			9,000	9,000
			240	240
4452	Building Maintenance	29,362	Maintenance contracts: HVAC/Burner maintenance Building Fire Alarm Services Alarm system monitoring/cameras Pest control (57/mo.) Window cleaning outside Fire Safety Equipment Maintenance Normal upkeep of building (repairs, maintenance, painting, plumbing, electrical and carpentry including supplies for building, walkways, doors, etc.)	Maintenance contracts: HVAC/Burner maintenance Building Fire Alarm Services Alarm system monitoring/cameras Pest control (57/mo.) Window cleaning outside Fire Safety Equipment Maintenance Normal upkeep of building (repairs, maintenance, painting, plumbing, electrical and carpentry including supplies for building, walkways, doors, etc.)
			4,080	4,080
			727	727
			2,928	2,928
			684	684
			945	945
			1,500	1,500
			8,500	8,500

## 2024 BUDGET WORKSHEET

DEPT NAME - TOWN HALL

DEPT # - 10350

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			Carpeting	9,998
4454	Elevator Maintenance	1,897	Annual Maintenance \$146/mo.	1,752
			State Inspection	145
4457	Grounds Maintenance	5,000	Fertilize, lime, seed, loam, bark mulch, shrubs, and general maint. of grounds at the Town Hall.	5,000
4459	Equipment Maintenance	11,251	Postage meter maintenance contract	720
			Copier maintenance contracts and services (3). Includes color copies and overages.	2,860
			Copier lease (2)	5,280
			Folder/sealer maint contract	1,456
			Generator Maintenance	455
			Pitney Bowes Service Agreement	1,200
4495	Heat	17,463	Heat for Town Hall	17,463
4496	Electricity	24,225	Electricity for Town Hall	24,225
4497	Other Utilities	755	Water and sewer charges	755
4498	Building Repairs	37,393	Renovation of HR/HS area of budget for Finance	37,393

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>OLD TOWN HALL</b>							
10351 - 4210	OPERATING SUPPLIES	-	100	-	100	100	100
10351 - 4450	TELEPHONE	1,862	1,817	1,986	1,852	1,852	1,852
10351 - 4495	HEAT	3,276	4,849	2,873	4,169	4,169	4,169
10351 - 4496	ELECTRICITY	1,321	1,067	1,260	1,348	1,348	1,348
10351 - 4497	OTHER UTILITIES	344	336	131	257	257	257
10351 - 4498	BUILDING REPAIRS	17,745	5,981	11,754	5,981	5,981	5,981
SUBTOTAL		24,549	14,150	18,004	13,707	13,707	13,707



## 2024 BUDGET WORKSHEET

DEPT NAME - OLD TOWN HALL

DEPT # - 10351

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4210	Operating Supplies	100	Cleaning supplies	100
4450	Telephone	1,852	Telephone line charge for alarm	389
			Internet	1,428
4495	Heat	4,169	Fuel oil for Old Town Hall.	4,849
4496	Electricity	1,348	Electricity	1,067
4497	Other Utilities	257	Water Charges	86
			Septic Pumping	250
4498	Building Repairs	5,981	Pest control (45/mo)	540
			Maintenance, repairs, electrical, etc.	4,500
			Burner Maintenance Contract	384
			Alarm Monitoring	174
			Building Fire Alarm Services	272
			Fire Safety Equipment Maintenance	111

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>HOSE HOUSE</b>							
10353 - 4452	BUILDING MAINTENANCE	727	640	749	640	640	640
10353 - 4495	HEAT	2,931	1,980	2,017	2,813	2,813	2,813
10353 - 4496	ELECTRICITY	753	1,059	730	938	938	938
10353 - 4497	OTHER UTILITIES	1,416	895	1,504	1,282	1,282	1,282
SUBTOTAL		5,826	4,574	5,000	5,673	5,673	5,673

**2024 BUDGET WORKSHEET****DEPT NAME - HOSE HOUSE****DEPT # - 10353**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4452	Building Maintenance	640	Minor repairs to building Pest Control (45/mo)	Minor repairs to building Pest Control (45/mo)
			100 540	100 540
4495	Heat	2,813	Heat	Heat
4496	Electricity	938	Electricity Includes the cost of the lighting on Town Common	Electricity Includes the cost of the lighting on Town Common
4497	Other Utilities	1,282	Water for the Common irrigation system and Old Cemetery	Water for the Common irrigation system and Old Cemetery

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>OLD LIBRARY</b>							
10354 - 4452	BUILDING MAINTENANCE	1,229	1,746	1,692	1,746	1,746	1,746
10354 - 4495	HEAT	1,233	1,519	1,077	1,472	1,472	1,472
10354 - 4496	ELECTRICITY	349	406	460	403	403	403
10354 - 4497	OTHER UTILITIES	64	75	71	66	66	66
SUBTOTAL		2,874	3,746	3,300	3,687	3,687	3,687

## 2024 BUDGET WORKSHEET

DEPT NAME - OLD LIBRARY

DEPT # - 10354

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4452	Building Maintenance	1,746	Pest Control (48/mo) Routine Maintenance Burner Maintenance	576 690 480 Pest Control (48/mo) Routine Maintenance Burner Maintenance 576 690 480
4495	Heat	1,472	Fuel Oil	Fuel Oil
4496	Electricity	403	Electricity	Electricity
4497	Other Utilities	66	Water charges	Water charges

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>SCHOOL HOUSE #5</b>							
10355 - 4450	TELEPHONE	394	386	520	391	391	391
10355 - 4452	BUILDING MAINTENANCE	631	714	1,061	714	714	714
10355 - 4496	ELECTRICITY	186	202	224	210	210	210
SUBTOTAL		1,211	1,302	1,805	1,315	1,315	1,315

## 2024 BUDGET WORKSHEET

DEPT NAME - SCHOOL HOUSE #5

DEPT # - 10355

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024		EXPLANATION 2023	
4453	Telephone	391	Telephone line for security system	391	Telephone line for security system	
4452	Building Maintenance	714	Pest control (45/mo)	540	Pest control (42/mo)	504
			Alarm Monitoring	174	Alarm Monitoring	192
4496	Electricity	210	Electricity	210	Electricity	
					Level funded	173

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>DEPOT TRAIN STATION</b>							
10356 - 4452	BUILDING MAINTENANCE	23,217	10,968	22,401	2,968	2,968	2,968
10356 - 4495	HEAT	1,912	1,638	1,290	1,914	1,914	1,914
10356 - 4496	ELECTRICITY	959	1,126	1,374	1,100	1,100	1,100
10356 - 4497	OTHER UTILITIES	124	133	320	122	122	122
	SUBTOTAL	26,212	13,865	25,385	6,104	6,104	6,104
	TOTAL-TOWN BUILDINGS	276,411	205,525	228,510	249,167	249,167	249,167



**2024 BUDGET WORKSHEET****DEPT NAME - DEPOT TRAIN STATION****DEPT # - 10356**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4452	Building Maintenance	2,968	Building Fire Alarm services 254 Alarm monitoring 174 Fire Safety Equipment Maintenance 312 Burner maintenance contract 708 HVAC repairs 680 Pest control (70/mo) 840	Building Fire Alarm services 254 Alarm monitoring 174 Fire Safety Equipment Maintenance 312 Burner maintenance contract 708 HVAC repairs 680 Pest control (70/mo) 840 Front Concrete Pad Replacement 8,000
4495	Heat	1,914	3 Year weighted average + 15%	696 gals propane @ \$3.79/gallon 2,638
4496	Electricity	1,100	Electricity	Electricity
4497	Other Utilities	122	Water and Sewer charges	Water and Sewer charges

\*\*Estimated offsetting revenues of \$14,515 per year plus 60% Utility cost share

## 2024 BUDGET

DEPT.	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>FINANCIAL SERVICES SUMMARY</i></b>						
FINANCE	903,674	1,066,418	959,279	1,142,150	1,142,150	1,142,150
INFORMATION TECHNOLOGY	731,350	987,027	754,435	971,645	921,071	921,071
ASSESSING	413,946	472,019	396,541	464,083	464,083	464,083
TOWN CLERK	237,255	247,832	236,748	252,533	252,533	252,533
ELECTIONS	54,130	31,046	111,344	127,310	127,310	127,310
COLLECTIONS	238,219	326,038	271,175	342,559	342,559	342,559
TAX COLLECTOR	188,626	213,155	192,928	214,578	214,578	214,578
DEBT SERVICES	791,301	2,147,679	812,233	710,388	710,388	710,388
INSURANCE	490,372	482,927	505,726	523,196	523,196	523,196
TOTAL - FINANCIAL SERVICES	4,048,873	5,974,141	4,240,409	4,748,442	4,697,868	4,697,868

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>FINANCE DEPARTMENT</b>							
20100 - 4090	REGULAR PAY	510,787	604,950	556,327	665,635	665,635	665,635
20100 - 4092	TEMPORARY PAY	37,524	40,210	42,455	43,521	43,521	43,521
20100 - 4098	OVERTIME PAY	-	-	254	-	-	-
20100 - 4111	TREASURER	2,500	2,500	2,500	3,000	3,000	3,000
20100 - 4170	RETIREMENT	71,817	84,024	76,677	90,058	90,058	90,058
20100 - 4171	DISABILITY INSURANCE	4,562	5,419	4,877	5,768	5,768	5,768
20100 - 4172	WORKERS' COMPENSATION	977	1,827	1,630	2,353	2,353	2,353
20100 - 4174	FICA-SOCIAL SECURITY	40,014	49,665	43,933	54,519	54,519	54,519
20100 - 4176	HEALTH INSURANCE	186,652	227,410	180,262	211,023	211,023	211,023
20100 - 4177	UNEMPLOYMENT COMPENSATION	330	315	288	315	315	315
20100 - 4178	LIFE INSURANCE	1,238	1,460	1,379	1,606	1,606	1,606
20100 - 4179	DENTAL INSURANCE	5,595	8,120	6,559	7,736	7,736	7,736
20100 - 4200	OFFICE SUPPLIES	1,387	1,058	1,042	1,296	1,296	1,296
20100 - 4400	CONTRACTED SERVICES	5,894	4,000	4,000	5,000	5,000	5,000
20100 - 4404	AUDIT	30,660	30,660	30,660	45,360	45,360	45,360
20100 - 4405	MEMBERSHIPS & PUBLICATIONS	360	460	310	510	510	510
20100 - 4406	PRINTING & BINDING	2,141	1,790	2,968	1,900	1,900	1,900
20100 - 4408	VEHICLE EXPENSE	99	250	223	250	250	250
20100 - 4453	MEETINGS & TRAINING	987	2,300	1,851	2,300	2,300	2,300

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
20100 - 4600	OFFICE FURNITURE & EQUIP.	150	-	1,084	-	-	-
TOTAL		903,674	1,066,418	959,279	1,142,150	1,142,150	1,142,150

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
FINANCE - 20100				
4090	FINANCE DIRECTOR	0	139,308	143,348
	ASSISTANT FINANCE DIRECTOR	0	97,497	101,751
	ACCOUNTING AND BUDGET MANAGER	0	39,070	81,124
	PAYROLL COORDINATOR	0	83,674	87,040
	ACCOUNTING CLERK	0	61,048	63,919
	ACCOUNTS PAYABLE	0	66,321	67,624
	UTILITY COORDINATOR	0	66,321	67,624
	UTILITY CLERK	0	51,711	53,205
			-----	-----
			604,950	665,635

## 2024 BUDGET WORKSHEET

DEPT NAME - FINANCE

DEPT # - 20100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4092	Temporary Pay	43,521	Part time Purchasing Agent – 27.5 hours/week	43,521 Part time Purchasing Agent – 27.5 hours/week
4111	Treasurer Pay	3,000	Compensation for Town Treasurer	Compensation for Town Treasurer.
4200	Office Supplies	1,296	Binders, envelopes, pens, pencils, receipt books, storage boxes, adding machine tape, file folders, copies, etc.	Binders, envelopes, pens, pencils, receipt books, storage boxes, adding machine tape, file folders, copies, etc.
4400	Contracted Services	5,000	Actuarial Services for valuation of OPEBs (Other Post- Employment Benefits) Full valuation type	Actuarial Services for valuation of OPEBs (Other Post- Employment Benefits) Roll-forward valuation
4404	Audit	45,360	Annual financial audit (2023) and consultation calls Single Audit	Annual financial audit (2022) and consultation calls Single Audit
4405	Memberships & Publications	510	NH Government Finance Officers Association (FD, AFD, Acct&BM, and Purchasing Agent) National Government Finance Officers Association (FD) American Purchasing Society	NH Government Finance Officers Association (FD, Acct&BM, and Purchasing Agent) National Government Finance Officers Association (FD) American Purchasing Society

## 2024 BUDGET WORKSHEET

DEPT NAME - FINANCE

DEPT # - 20100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4406	Printing & Binding	1,900	W-2's, 1099's, and 1095 Forms A/P checks (6,000) Purchase order paper	W-2's, 1099's, and 1095 Forms A/P checks (6,000) Purchase order paper
4408	Vehicle Expense	250	Mileage reimbursement for finance personnel.	Mileage reimbursement for finance personnel.
4453	Meetings & Training	2,300	Additional as needed training for Finance staff 500 NH Gov't Finance Officers Assoc. annual conference (Bgt Mgr) 300 Continued professional education per Finance Director's employment contract 1,500	Additional as needed training for Finance staff 500 NH Gov't Finance Officers Assoc. annual conference (Bgt Mgr) 300 Continued professional education per Finance Director's employment contract 1,500

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>INFORMATION TECHNOLOGY</b>							
20200 - 4090	REGULAR PAY	-	-	-	56,927	22,585	22,585
20200 - 4170	RETIREMENT	-	-	-	7,702	3,056	3,056
20200 - 4171	DISABILITY INSURANCE	-	-	-	591	59	59
20200 - 4172	WORKERS' COMPENSATION	-	-	-	188	75	75
20200 - 4174	FICA-SOCIAL SECURITY	-	-	-	4,355	1,728	1,728
20200 - 4176	HEALTH INSURANCE	-	-	-	19,883	12,009	12,009
20200 - 4177	UNEMPLOYMENT COMPENSATION	-	-	-	35	35	35
20200 - 4178	LIFE INSURANCE	-	-	-	185	58	58
20200 - 4179	DENTAL INSURANCE	-	-	-	627	314	314
20200 - 4210	OPERATING SUPPLIES	12,187	16,340	13,549	14,836	14,836	14,836
20200 - 4400	CONTRACTED SERVICES	675,032	927,772	695,937	761,713	761,713	761,713
20200 - 4459	EQUIPMENT MAINTENANCE	5,654	11,740	3,966	11,740	11,740	11,740
20200 - 4701	COMPUTER EQUIP ACQUISITION	38,478	31,175	40,983	92,863	92,863	92,863
TOTAL		731,350	987,027	754,435	971,645	921,071	921,071



**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
INFORMATION TECHNOLOGY - 20200				
4090	CHIEF TECHNOLOGY OFFICER (13 WEEKS)	1	-	22,585
			-----	-----
			-	22,585

## 2024 BUDGET WORKSHEET

DEPT NAME - INFORMATION TECHNOLOGY

DEPT # - 20200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4210	Operating Supplies	14,836	PC accessories, employee badges, computer paper, and printing supplies	PC accessories 250
			(3 yr wgt'd avg - 14,236)	600
				Security/ID supplies 600
				Computer paper/labels 1,500
				Printer supplies 13,990
4400	Contracted Services	761,713	Contracted IT support	Contracted IT support ( out to bid) 450,000
			(includes support/backup/callouts)	(includes support/backup/callouts)
			Contracted IT (Other projects)	Contracted IT (Other projects) 15,000
			Internet Access (Townwide and ITS)	Internet Access (Townwide and ITS) 9,655
			Town Website-Hosting, maintenance, additions & updates	Town Website-Hosting, maintenance, additions & updates 4,056
			Wiring & support services	Wiring & support services 3,000
			Telephone / Voicemail / Internet / Network (svc calls)	Telephone / Voicemail / Internet / Network (svc calls) 5,000
			Pole licenses (Townwide Fiber)	Pole licenses (Townwide Fiber) 400
				Higgins (Security/ID maintenance) 335
			Wiring and fiber support service	Wiring and fiber support service 9,000
			Xirrus Wireless Services	Xirrus Wireless Services 2,740
			Xirrus Police Smart Option	Xirrus Police Smart Option 2,500
			VueWorks Support Services (25 hours)	VueWorks Support Services (25 hours) 5,000
			SonicWall (Town Hall and PD)	SonicWall (Town Hall and PD (ITS renews in 2024)) 5,010
				IT: Comcast internet circuit with 13 public IP-ITS 4,200
			Antivirus (Sophos)	Antivirus (Sophos) 12,000

## 2024 BUDGET WORKSHEET

DEPT NAME - INFORMATION TECHNOLOGY

DEPT # - 20200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			<b>Software Maintenance Agreements:</b>	<b>Software Maintenance Agreements:</b>
			Box (15 seats)	BOS: Box (10 seats)
		2,700		1,800
			DocuSign (2 new licenses)	BOS: DocuSign
		5,460		3,900
			Finance: Munismart	Finance: Munismart
		51,766		50,545
			Time and Attendance Service	Time and Attendance Service
		8,351		8,027
			IT: Microsoft 365	IT: Microsoft 365
		64,800		63,600
			IT: Macrium	IT: Solarwinds
		345		3,000
			IT: Veeam/StorageCraft BC software for SQL server	IT: Veeam/StorageCraft BC software for SQL server
		900		900
			IT: Imaging software for ITS workstations in 4 field workstation	IT: Imaging software for ITS workstations in 4 field workstation
		4,300		4,300
			Assessing: Vision Appraisal-Software maintenance (web-hosting included in Assessing budget)	Assessing: Vision Appraisal-Software maintenance (web-hosting included in Assessing budget)
		10,550		9,591
			Town Clerk: Interware - E-Reg Client/User Licenses	Town Clerk: Interware - E-Reg Client/User Licenses
		6,805		6,805
			CD: ArcInfo, ArcGIS, ArcView, ArcPad-GIS (ESRI)	CD: ArcInfo, ArcGIS, ArcView, ArcPad-GIS (ESRI)
		8,700		8,700
			CD: MapGeo Public-facing GIS web services (hosting and maintenance)	CD: MapGeo Public-facing GIS web services (hosting and maintenance)
		7,300		7,300
			Automated updates \$2,500	Automated updates \$2,500
			Adobe pro subscription (40 users)	Adobe pro subscription (30 users)
		8,156		6,116
			CD: Adobe Photoshop license	CD: Adobe Photoshop license
		240		240
			CD: CIP Management Software	CD: CIP Management Software
		4,200		4,200
			PD: Acorn - Telephone Recording System	PD: Acorn - Telephone Recording System
		1,500		1,500
			PD: Openfox Messenger License and Maintenance	PD: Openfox Messenger License and Maintenance
		180		180
			PD: Crew Sense - Scheduling software (50% offset)	PD: Crew Sense - Scheduling software (50% offset)
		9,364		8,742

## 2024 BUDGET WORKSHEET

DEPT NAME - INFORMATION TECHNOLOGY

DEPT # - 20200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			PD: DataVis - crime analysis software	PD: DataVis - crime analysis software
		4,900		4,900
			PD: Guardian Tracking	PD: Guardian Tracking
		4,341		3,736
			PD: IMC/Tritech - Police Operations	PD: IMC/Tritech - Police Operations
		45,242		39,442
			PD: Munission - booking room camera	PD: Police One-Online training
		499		5,600
			PD: PowerDMS - Policy software	PD: PowerDMS - Policy software
		18,224		10,290
			FD: CrewSense - Scheduling and attendance software	FD: CrewSense - Scheduling and attendance software
		7,750		7,638
			FD: Fax Software (Kno2)	FD: Fax Software (Kno2)
		1,200		1,136
			FD: RedAlert - Dispatch, track, log and report	FD: RedAlert - Dispatch, track, log and report
		21,333		20,837
			FD: Target Solutions - Training software	FD: Target Solutions - Training software
		8,741		8,487
			FD: TEMSIS - Computer Aided Dispatch Support	FD: TEMSIS - Computer Aided Dispatch Support
		1,957		1,957
			FD: Open Gov Building Permit Software	FD: Open Gov Building Permit Software
		44,080		42,384
			FD: Docuware - Property records web hosting for assessing and inspectional services	FD: Docuware - Property records web hosting for assessing and inspectional services
		20,439		19,380
				FD: Docuware - Programming to eliminate scanning
				7,500
			FD: Exacom recorder	FD: Exacom recorder
		2,157		2,157
			FD: Sim-u-share Training Program	FD: Sim-u-share Training Program
		500		460
			FD: Image Trend Validation - Annual fee to assure fire maintains the appropriate level of documentation and & CQI	
		1,600		
			FD: Transunion - Billing software to obtain accurate billing information (\$85 a month)	
		1,020		

## 2024 BUDGET WORKSHEET

DEPT NAME - INFORMATION TECHNOLOGY

DEPT # - 20200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			Engineering: Autodesk (DLT) - Architectural Drawing	Engineering: Autodesk (DLT) - Architectural Drawing
			Engineering: VueWorks - Infrastructure Asset Management	Engineering: VueWorks - Infrastructure Asset Management
			Fleet: Fuel software	Fleet: Fuel software
			Zoom (3 licenses)	Zoom (3 licenses)
			HR: UKG HRIS software	HR: Neogov-Applicant tracking and on-boarding software
4459	Equipment Maintenance	11,740	Printer maintenance contracts & miscellaneous repairs	Printer maintenance contracts & miscellaneous repairs
			Printer service contract (5 new printers)	Printer service contract (5 new printers)
4701	Computer Equip Acquisition	92,863	5 repl monitors (400/monitor)	2 repl monitors (200/monitor)
			3 repl computers (1,650/computer)	3 repl computers (1,300/computer)
			2 repl switches (3,500/switch)	2 repl switches (3,500/switch)
			2 repl GBIC/SFP	2 repl GBIC/SFP
			FD: MDT replacement cycle for apparatus, used for wayfinding and communication	3 new MDTs and installation (year 3 of 3) (police)
			PC and server upgrades (moved from capital budget)	4 replacement MDTs and mounting brackets (fire)

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>ASSESSING</b>							
20300 - 4090	REGULAR PAY	178,462	175,921	100,914	186,611	186,611	186,611
20300 - 4092	TEMPORARY PAY	28,688	30,172	29,679	31,948	31,948	31,948
20300 - 4170	RETIREMENT	25,099	24,269	17,920	25,248	25,248	25,248
20300 - 4171	DISABILITY INSURANCE	1,187	1,706	1,243	1,780	1,780	1,780
20300 - 4172	WORKERS' COMPENSATION	8,605	8,238	7,458	8,357	8,357	8,357
20300 - 4174	FICA-SOCIAL SECURITY	15,645	15,766	12,216	16,720	16,720	16,720
20300 - 4176	HEALTH INSURANCE	66,252	80,660	42,330	60,284	60,284	60,284
20300 - 4177	UNEMPLOYMENT COMPENSATION	142	140	94	140	140	140
20300 - 4178	LIFE INSURANCE	473	559	321	476	476	476
20300 - 4179	DENTAL INSURANCE	2,503	3,083	1,827	2,431	2,431	2,431
20300 - 4200	OFFICE SUPPLIES	947	920	785	500	500	500
20300 - 4237	GAS & OIL	239	562	179	317	317	317
20300 - 4400	CONTRACTED SERVICES	82,162	125,406	177,557	125,492	125,492	125,492
20300 - 4405	MEMBERSHIPS & PUBLICATIONS	514	1,296	370	601	601	601
20300 - 4406	PRINTING & BINDING	646	450	-	450	450	450
20300 - 4408	VEHICLE EXPENSE	1,183	1,094	669	651	651	651
20300 - 4453	MEETINGS & TRAINING	1,000	1,490	559	1,790	1,790	1,790
20300 - 4458	VEHICLE MAINTENANCE	201	287	2,420	287	287	287
TOTAL		413,946	472,019	396,541	464,083	464,083	464,083

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
ASSESSING - 20300				
4090	CHIEF ASSESSOR (6 MONTHS)	0	45,304	45,933
	DEPUTY ASSESSOR	0	83,674	89,458
	ASSESSING CLERK	0	46,943	51,220
			-----	-----
			175,921	186,611

## 2024 BUDGET WORKSHEET

DEPT NAME - ASSESSING

DEPT # - 20300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4092	Temporary Pay	31,948	Part time Clerk-25 hrs/wk	Part time Clerk-25 hrs/wk
			31,948	30,172
4200	Office Supplies	500	Paper, pens, pencils, envelopes	Paper, pens, pencils, envelopes
			500	420
				Desktop scanners (2)
				500
4237	Gas & Oil	317		Estimate 240 gals. @\$2.34 per gal.
			317	
4400	Contracted Services	125,492	Vision Appraisal Internet web site	Vision Appraisal Internet web site
			4,812	4,726
			(Software maintenance included in IT budget)	(Software maintenance included in IT budget)
			Recording and copy fees for deeds	Recording and copy fees for deeds
			100	100
			Utility Valuation Services	Utility Valuation Services
			22,000	22,000
			Chief Assessor Services	Chief Assessor Services (9 months)
			98,580	98,580
4405	Memberships & Publications	601	Northeast Regional Association of Assessing Officers (NRAAO)	Northeast Regional Association of Assessing Officers (NRAAO)
			Dues - Assessor & Deputy	Dues - Assessor & Deputy
			NH Association of Assessing Officers	NH Association of Assessing Officers
			120	120
			(NHAAO) Dues-Assessor, Deputy, Fin Dir	(NHAAO) Dues-Assessor, Deputy, Fin Dir
			MLS Access/Board Affiliate Member	Marshall & Swift (cost manual)
			401	695
				MLS Access/Board Affiliate Member (GSSBR/NEREN)
				401
4406	Printing & Binding	450	Forms	Forms
			450	450
4408	Vehicle Expense	651	994 miles @.655 per mile	1,750 miles @.625 per mile
			651	1,094
4453	Meetings & Training	1,790	NHMA Conference (CA + DA)	NHMA Conference (CA + DA)
			340	340
			Northeast Regional Assoc. of Assessing Officials Conference	Northeast Regional Assoc. of Assessing Officials Conference
			650	650



**2024 BUDGET WORKSHEET****DEPT NAME - ASSESSING****DEPT # - 20300**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
			Additional Training/Courses 800	Additional Training/Courses 500
4458	Vehicle Maintenance	287	Repair & maintenance of car assigned to Assessing Department	Repair & maintenance of car assigned to Assessing Department

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>TOWN CLERK</b>							
20400 - 4090	REGULAR PAY	158,504	163,028	162,719	171,127	171,127	171,127
20400 - 4092	TEMPORARY PAY	1,936	-	-	-	-	-
20400 - 4170	RETIREMENT	22,285	22,490	22,430	23,154	23,154	23,154
20400 - 4171	DISABILITY INSURANCE	1,429	1,466	1,484	1,503	1,503	1,503
20400 - 4172	WORKERS' COMPENSATION	270	457	408	564	564	564
20400 - 4174	FICA-SOCIAL SECURITY	12,672	12,472	12,592	13,092	13,092	13,092
20400 - 4176	HEALTH INSURANCE	31,629	33,350	18,588	29,867	29,867	29,867
20400 - 4177	UNEMPLOYMENT COMPENSATION	41	35	31	35	35	35
20400 - 4178	LIFE INSURANCE	430	440	440	445	445	445
20400 - 4179	DENTAL INSURANCE	1,339	1,444	1,145	1,146	1,146	1,146
20400 - 4200	OFFICE SUPPLIES	4,206	7,430	8,842	7,640	7,640	7,640
20400 - 4211	DOG LICENSES	1,649	1,850	4,399	2,400	2,400	2,400
20400 - 4453	MEETINGS & TRAINING	866	1,060	1,397	1,200	1,200	1,200
20400 - 4459	EQUIPMENT MAINTENANCE	-	2,310	2,275	360	360	360
TOTAL		237,255	247,832	236,748	252,533	252,533	252,533

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
TOWN CLERK - 20400				
4090	TOWN CLERK	0	102,492	108,309
	DEPUTY TOWN CLERK	0	60,536	62,818
			-----	-----
			163,028	171,127

## 2024 BUDGET WORKSHEET

DEPT NAME - TOWN CLERK

DEPT # - 20400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4200	Office Supplies	7,640	General office supplies and copier charges for the Town Clerk's office.	5,000
			Vehicle Red Book	2,040
			EB2Gov-Dog lookup	600
4211	Dog Licenses	2,400	Dog license tags	2,400
4453	Meetings and Training	1,200	Annual Town Clerk's Assoc. dues	1,200
			Annual Clerk's Association meeting and mileage	
			Conference fee	
			Town Clerk's Convention and mileage required per RSA 31:8	
4459	Equipment Maintenance	360	Annual maintenance on 6 signature pads	360
			6-credit card Processing Devices	1,950

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>ELECTIONS</i></b>							
20500 - 4092	TEMPORARY PAY	36,570	19,400	17,405	94,100	94,100	94,100
20500 - 4170	RETIREMENT	-	-	21	-	-	-
20500 - 4172	WORKERS' COMPENSATION	63	54	49	311	311	311
20500 - 4174	FICA-SOCIAL SECURITY	1,040	742	455	3,599	3,599	3,599
20500 - 4210	OPERATING SUPPLIES	9,826	7,350	89,338	21,450	21,450	21,450
20500 - 4408	VEHICLE EXPENSE	34	-	50	100	100	100
20500 - 4459	EQUIPMENT MAINTENANCE	1,800	1,800	1,950	1,950	1,950	1,950
20500 - 4468	VOTING MACHINE SET-UP	4,797	1,700	2,076	5,800	5,800	5,800
TOTAL		54,130	31,046	111,344	127,310	127,310	127,310

**2024 BUDGET WORKSHEET****DEPT NAME - ELECTIONS****DEPT # - 20500**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4092	Temporary Pay	94,100	Poll Workers- 4 Elections 50,900 Poll Workers- 1 Town meeting 400 Supervisors (3) & Moderator* (1) 600  Supervisors' hours 40,000 Moderator* - 4 Elections 1,200 Secretary-meeting minutes 1,000	Poll Workers- 1 election 10,700 Poll Workers- 1 Town meeting 800 Supervisors (3) & Moderator* (1) - 1 meeting. 600 Supervisors' hours 6,000 Moderator* - 1 Elections 300 Secretary-meeting minutes 1,000
4210	Operating Supplies	21,450	March Ballots 5,100 Supplies (ender cards, markers, etc) 2,300 Voter Checklists – 4 Elections 3,300 Voting Booths-30 10,750	March Ballots 6,600 Supplies (ender cards, markers, etc) 500 Voter Checklists – 1 election 250
4408	Vehicle Expense	100	Mileage for delivering election results to Derry PD 100	Mileage for Supervisors and delivering election results -
4459	Equipment Maintenance	1,950	Maintenance for 6 machines @ \$325 per machine. 1,950	Maintenance for 6 machines @ \$300 per machine. 1,800
4468	Voting Machine Set-up	5,800	Programming of voting machines and election support for 4 elections. 5,800	Programming of voting machines and election support for one election. 1,700

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>COLLECTIONS</b>							
20550 - 4090	REGULAR PAY	95,060	124,537	115,540	148,403	148,403	148,403
20550 - 4092	TEMPORARY PAY	45,102	69,123	43,273	72,826	72,826	72,826
20550 - 4170	RETIREMENT	13,365	17,325	15,895	20,078	20,078	20,078
20550 - 4171	DISABILITY INSURANCE	956	1,264	1,207	1,353	1,353	1,353
20550 - 4172	WORKERS' COMPENSATION	304	552	535	730	730	730
20550 - 4174	FICA-SOCIAL SECURITY	9,902	14,902	11,393	16,924	16,924	16,924
20550 - 4176	HEALTH INSURANCE	70,897	94,819	80,648	79,013	79,013	79,013
20550 - 4177	UNEMPLOYMENT COMPENSATION	163	186	177	175	175	175
20550 - 4178	LIFE INSURANCE	221	296	281	358	358	358
20550 - 4179	DENTAL INSURANCE	2,250	3,035	2,227	2,699	2,699	2,699
TOTAL		238,219	326,038	271,175	342,559	342,559	342,559

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
COLLECTIONS - 20550				
4090	COLLECTIONS CLERK (3)	0	124,537	148,403
			-----	-----
			124,537	148,403



## 2024 BUDGET WORKSHEET

DEPT NAME - COLLECTIONS

DEPT # - 20550

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024		EXPLANATION 2023	
4092	Temporary Pay	72,826	Part-time clerk (23.5 hrs/wk.)	29,143	Part-time clerk (23.5 hrs/wk.)	29,080
			Part-time clerk (27.5 hrs/wk)	36,350	Part-time clerk (26.5 hrs/wk)	32,738
			Coverage for vacations, etc.	7,333	Coverage for vacations, etc.	7,305

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>TAX COLLECTOR</b>							
20600 - 4090	REGULAR PAY	84,723	103,867	88,128	104,266	104,266	104,266
20600 - 4092	TEMPORARY PAY	30,848	31,465	32,638	32,841	32,841	32,841
20600 - 4170	RETIREMENT	11,912	14,329	12,122	14,108	14,108	14,108
20600 - 4171	DISABILITY INSURANCE	752	847	803	847	847	847
20600 - 4172	WORKERS' COMPENSATION	197	379	320	452	452	452
20600 - 4174	FICA-SOCIAL SECURITY	8,551	10,353	8,928	10,488	10,488	10,488
20600 - 4176	HEALTH INSURANCE	29,350	29,350	29,350	28,206	28,206	28,206
20600 - 4177	UNEMPLOYMENT COMPENSATION	35	35	32	35	35	35
20600 - 4178	LIFE INSURANCE	291	259	290	294	294	294
20600 - 4179	DENTAL INSURANCE	852	871	871	871	871	871
20600 - 4200	OFFICE SUPPLIES	498	850	244	850	850	850
20600 - 4403	TECHNICAL SERVICES	13,784	12,500	12,429	13,000	13,000	13,000
20600 - 4406	PRINTING & BINDING	5,444	5,750	5,523	6,000	6,000	6,000
20600 - 4408	VEHICLE EXPENSE	247	250	242	250	250	250
20600 - 4453	MEETINGS & TRAINING	310	550	340	570	570	570
20600 - 4587	RECORDING FEES	832	1,300	666	1,300	1,300	1,300
20600 - 4600	OFFICE FURNITURE & EQUIP.	-	200	-	200	200	200
TOTAL		188,626	213,155	192,928	214,578	214,578	214,578

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
TAX COLLECTOR - 20600				
4090	TAX COLLECTOR	0	103,867	104,266
			-----	-----
			103,867	104,266

## 2024 BUDGET WORKSHEET

DEPT NAME - TAX COLLECTOR

DEPT # - 20600

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4092	Temporary Pay	32,841	Part-time clerk (20 hrs./wk.) Coverage for vacation & tax time (approx 60 hrs)	Part-time clerk (20 hrs./wk.) Coverage for vacation & tax time (approx 60 hrs)
			31,241	29,921
			1,600	1,544
4200	Office Supplies	850	General office supplies and fax toner cartridges.	General office supplies and fax toner cartridges.
4403	Technical Services	13,000	Lock box processing services for the property tax receipts	Lock box processing services for the property tax receipts
			2,700	2,500
			1,300	1,300
			9,000	8,700
			(Property tax and water/sewer billing. W/S included in Admin. Service charge allocation)	(Property tax and water/sewer billing. W/S included in Admin. Service charge allocation)
4406	Printing & Binding	6,000	Property tax billing	Property tax billing
			5,600	5,400
			400	350
4408	Vehicle Expense	250	Meeting and training mileage.	Meeting and training mileage.
			250	250
			Mileage to the bank to pick up lock box information for processing.	Mileage to the bank to pick up lock box information for processing.
4453	Meetings & Training	570	NH Tax Collectors Assoc. Conference per RSA 31:8 (Tax Collector)	NH Tax Collectors Assoc. Conference per RSA 31:8 (Tax Collector)
			450	430
			20	20
			100	100
4587	Recording Fees	1,300	This item is paid for by the property owners on tax lien.	This item is paid for by the property owners on tax
4600	Office Furniture & Equipment	200	Replacement of Office Furniture & Equipment as needed	Replacement of Office Furniture & Equipment as needed

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>DEBT SERVICES</b>							
20700 - 4504	BRIDGE CONST-PRINCIPAL '13	111,000	111,000	111,000	-	-	-
20700 - 4505	BRIDGE CONST-PRINCIPAL '14	140,000	140,000	140,000	140,000	140,000	140,000
20700 - 4506	DEPOT LAND-PRINCIPAL '19	285,000	285,000	285,000	285,000	285,000	285,000
20700 - 4507	DRINKING WATER-PRINCIPAL '19	40,000	40,000	40,000	40,000	40,000	40,000
20700 - 4509	RTE 28 BRIDGE RPLCMNT-PRIN	66,019	66,020	66,019	66,020	66,020	66,020
20700 - 4518	BRIDGE CONST-INTEREST '13	6,660	3,330	3,330	-	-	-
20700 - 4519	BRIDGE CONST-INTEREST '14	12,600	8,400	8,400	4,200	4,200	4,200
20700 - 4520	DEPOT LAND-INTEREST '19	94,675	80,425	80,425	66,175	66,175	66,175
20700 - 4521	DRINKING WATER-INTEREST '19	5,000	3,000	3,000	1,000	1,000	1,000
20700 - 4568	RTE 28 BRIDGE RPLCMNT-INT	25,087	23,767	23,767	22,447	22,447	22,447
20700 - 4571	INTEREST-TANS	-	1	-	1	1	1
20700 - 4572	BOND AND NOTE FEES	5,259	250	4,406	50,250	50,250	50,250
20700 - 4573	BOND ANTICIPATION NOTE INTERE	-	46,886	46,886	35,295	35,295	35,295
20700 - 4574	BAN PAYOFF	-	1,339,600	-	-	-	-
TOTAL		791,301	2,147,679	812,233	710,388	710,388	710,388

## 2024 BUDGET WORKSHEET

DEPT NAME - DEBT SERVICE

DEPT # - 20700

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4505	Bridge & Const – '14 – Principal Shannon Road	140,000 *	Bond Issue 2014 Final Payment 2024	Bond Issue 2014 Final Payment 2024
4506	Depot Land Acquisition – '19 – Principal	285,000 **	Bond Issue 2019 Final Payment 2029	Bond Issue 2019 Final Payment 2029
4507	Drinking Water Capacity Rights – '19 – Principal	40,000	Bond Issue 2019 Final Payment 2024	Bond Issue 2019 Final Payment 2024
4509	Rte 28 Bridge Replacement - Principal (estimate)	66,020	SRF Loan Issue 2021 Final Payment 2040	SRF Loan Issue 2021 Final Payment 2040
4519	Bridge & Const '14 – Interest	4,200	2024 Interest	2023 Interest
4520	Depot Land Acquisition – '19 – Interest	66,175 **	2024 Interest	2023 Interest
4521	Drinking Water Capacity Rights – '19 – Principal	1,000	2024 Interest	2023 Interest
4568	Rte 28 Bridge Replacement - Interest	22,447	2024 Interest	2023 Interest
4571	TANS – Interest	1	2024 Interest Estimate	2023 Interest Estimate

## 2024 BUDGET WORKSHEET

DEPT NAME - DEBT SERVICE

DEPT # - 20700

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024		EXPLANATION 2023	
4572	Bond and Note Fees	50,250	Annual Bond Disclosure	250	Annual Bond Disclosure	250
4573	Former WWTP Remediation BAN Interest	35,295	2024 Interest for BAN		2023 Interest for BAN	

\* Principal offset of 8,678 via amortized bond premiums (GF 1-3616)

\*\* Principal and interest offset with Depot Trust Fund and Zone 2 Traffic Ifs (GF 1-3670)

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>INSURANCE</b>							
20800 - 4095	TEMPORARY ALTERNATE DUTY	58,758	15,000	-	30,000	30,000	30,000
20800 - 4470	GENERAL LIABILITY	198,562	211,972	212,613	223,885	223,885	223,885
20800 - 4472	POLICE LIABILITY	97,703	104,637	104,861	110,328	110,328	110,328
20800 - 4474	BONDS	100	100	100	100	100	100
20800 - 4475	FLEET INSURANCE	57,957	62,476	62,580	65,815	65,815	65,815
20800 - 4491	PROPERTY INSURANCE	74,121	79,742	79,907	84,068	84,068	84,068
20800 - 4493	INSURANCE DEDUCTIBLES	3,171	9,000	45,665	9,000	9,000	9,000
TOTAL		490,372	482,927	505,726	523,196	523,196	523,196



**2024 BUDGET WORKSHEET****DEPT NAME - INSURANCE****DEPT # - 20800**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4095	Temporary Alternate Duty	30,000	Temporary Alternate Duty pay	Temporary Alternate Duty pay
4470	General Liability	223,885	Liability Coverage Premium allocation based on expenditures.	Liability Coverage Premium allocation based on expenditures.
4472	Police Liability	110,328	Liability coverage for Law Enforcement.	Liability coverage for Law Enforcement.
4474	Bonds	100	Highway bond.	Highway bond.
4475	Fleet Insurance	65,815	Coverage for Town-owned vehicles.	Coverage for Town-owned vehicles.
4491	Property Insurance	84,068	Coverage for Town-owned buildings and contents.	Coverage for Town-owned buildings and contents.
4493	Insurance Retention/ Deductibles	9,000	Deductible coverage up to \$1,000 per claim on property.  2024 Liability & Insurance estimates assume 5% increase over 2023/24 rates	Deductible coverage up to \$1,000 per claim on property.  2023 Liability & Insurance estimates assume 5% increase over 2022/23 rates

## 2024 BUDGET

DEPT.	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>COMMUNITY DEVELOPMENT SUMMARY</b>						
COMMUNITY DEVELOPMENT	273,310	344,027	216,265	268,860	268,860	268,860
PLANNING	381,466	439,797	440,939	298,880	298,880	298,880
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TOTAL - COMMUNITY DEVELOPME	654,776	783,824	657,205	567,740	567,740	567,740

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>COMMUNITY DEVELOPMENT</b>							
30000 - 4090	REGULAR PAY	166,874	189,181	145,503	181,352	181,352	181,352
30000 - 4170	RETIREMENT	23,912	35,283	19,996	24,536	24,536	24,536
30000 - 4171	DISABILITY INSURANCE	1,493	2,162	1,241	1,555	1,555	1,555
30000 - 4172	WORKERS' COMPENSATION	325	616	413	598	598	598
30000 - 4174	FICA-SOCIAL SECURITY	11,943	19,565	10,663	13,874	13,874	13,874
30000 - 4176	HEALTH INSURANCE	65,414	91,499	34,700	42,226	42,226	42,226
30000 - 4177	UNEMPLOYMENT COMPENSATION	72	95	62	105	105	105
30000 - 4178	LIFE INSURANCE	419	660	347	415	415	415
30000 - 4179	DENTAL INSURANCE	1,704	2,356	991	1,444	1,444	1,444
30000 - 4200	OFFICE SUPPLIES	530	1,400	335	1,400	1,400	1,400
30000 - 4405	MEMBERSHIPS & PUBLICATIONS	260	355	-	280	280	280
30000 - 4453	MEETINGS & TRAINING	364	855	2,015	1,075	1,075	1,075
TOTAL		273,310	344,027	216,265	268,860	268,860	268,860

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
COMMUNITY DEVELOPMENT - 30000				
	GIS MANAGER/PLANNING COORD	0	105,507	108,545
	COMMUNITY DEVELOPMENT PROGRAM MANAGER	0	83,674	72,807
			-----	-----
			189,181	181,352

## 2024 BUDGET WORKSHEET

DEPT NAME - COMMUNITY DEVELOPMENT

DEPT # - 30000

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024		EXPLANATION 2023	
4200	Office Supplies	1,400	Paper, pens, envelopes, file folders, hanging files, staplers, markers, business cards, picture hangers.	400	Paper, pens, envelopes, file folders, hanging files, staplers, markers, business cards, picture hangers.	400
			Plotter paper/vellum/supplies (GIS)	1,000	Plotter paper/vellum/supplies (GIS)	1,000
4405	Memberships & Publications	280	ICMA	200	URISA Membership (Urban & Regional Information Systems Association)	195
			NNECAPA Membership (Northern New England Chapter of American Planning Association)	80	NNECAPA Membership (2) (Northern New England Chapter of American Planning Association)	160
4453	Meetings & Training	1,075	Additional training as needed for CD Staff	275	Plan NH Training Sessions Additional training as needed for CD Staff	180 275
			VueWorks Training	800	VueWorks Training	400

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>PLANNING</b>							
30200 - 4090	REGULAR PAY	228,066	151,428	142,199	154,731	154,731	154,731
30200 - 4092	TEMPORARY PAY	-	29,597	-	36,194	36,194	36,194
30200 - 4170	RETIREMENT	32,066	20,890	19,608	20,936	20,936	20,936
30200 - 4171	DISABILITY INSURANCE	2,107	1,406	1,365	1,421	1,421	1,421
30200 - 4172	WORKERS' COMPENSATION	400	507	459	629	629	629
30200 - 4174	FICA-SOCIAL SECURITY	16,484	13,848	10,240	14,606	14,606	14,606
30200 - 4176	HEALTH INSURANCE	97,030	67,680	67,680	64,993	64,993	64,993
30200 - 4177	UNEMPLOYMENT COMPENSATION	140	105	61	105	105	105
30200 - 4178	LIFE INSURANCE	592	401	452	422	422	422
30200 - 4179	DENTAL INSURANCE	2,556	1,742	2,126	2,126	2,126	2,126
30200 - 4200	OFFICE SUPPLIES	449	300	86	300	300	300
30200 - 4237	GAS & OIL	154	208	88	222	222	222
30200 - 4400	CONTRACTED SERVICES	-	150,000	195,882	-	-	-
30200 - 4405	MEMBERSHIPS & PUBLICATIONS	-	665	99	1,175	1,175	1,175
30200 - 4406	PRINTING & BINDING	-	420	224	420	420	420
30200 - 4453	MEETINGS & TRAINING	460	400	315	400	400	400
30200 - 4458	VEHICLE MAINTENANCE	962	200	57	200	200	200
TOTAL		381,466	439,797	440,939	298,880	298,880	298,880

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
PLANNING - 30200				
4090	PLANNING AND ZONING DIRECTOR	0	85,187	87,107
	ADMIN. ASSISTANT	0	66,241	67,624
			-----	-----
			151,428	154,731

**2024 BUDGET WORKSHEET****DEPT NAME - PLANNING****DEPT # - 30200**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4092	Temporary Pay	36,194	Code Compliance Officer 24 hours/week	Code Compliance Officer (9 months) 24 hours/week
4200	Office Supplies	300	Paper, pens, post-it notes, tape, binders, envelopes, photocopies	Paper, pens, post-it notes, tape, binders, envelopes, photocopies
4237	Gas & Oil	222	1 vehicle	1 vehicle: 90 gals @ 2.34
4405	Memberships & Publications	1,175	Memberships: American Planning Assoc. New Hampshire Planners Assoc. (1) AICP Certification	Memberships: American Planning Assoc. New Hampshire Planners Assoc. (1)
4406	Printing & Binding	420	Zoning Ordinance (Sold to public for \$10 per copy) Business Cards	Zoning Ordinance (Sold to public for \$10 per copy) Business Cards
4453	Meetings & Training	400	NH Planners Association Annual Meeting (two day seminar)	NH Planners Association Annual Meeting (two day seminar)
4458	Vehicle Maintenance	200	Repairs to Town vehicle #C-91 Vehicle is also used by Inspections, CD, & GIS.	Repairs to Town vehicle #C-91 Vehicle is also used by Inspections, CD, & GIS.



## 2024 BUDGET

DEPT.	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>POLICE DEPARTMENT SUMMARY</i></b>						
ADMINISTRATION	668,033	698,690	736,749	763,598	763,598	763,598
SUPPORT SERVICES	2,648,502	2,843,476	2,690,605	2,957,430	2,957,430	2,957,430
PATROL	6,586,326	6,807,715	6,466,672	6,766,156	6,766,156	6,766,156
SPECIAL SERVICES	949,392	1,232,706	1,042,963	1,250,233	1,250,233	1,250,233
INVESTIGATIVE SERVICES	1,659,931	2,407,294	1,854,081	2,499,353	2,499,353	2,499,353
ANIMAL CONTROL	29,473	10,752	61,528	11,511	11,511	11,511
STATION	143,683	142,219	161,414	137,426	137,426	137,426
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TOTAL - POLICE DEPARTMENT	12,685,340	14,142,852	13,014,012	14,385,707	14,385,707	14,385,707

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>POLICE-ADMINISTRATION</b>							
40100 - 4090	REGULAR PAY	317,781	334,601	335,303	357,526	357,526	357,526
40100 - 4110	HOLIDAY PAY	3,744	5,254	4,978	5,398	5,398	5,398
40100 - 4170	RETIREMENT	98,088	100,209	99,680	101,860	101,860	101,860
40100 - 4171	DISABILITY INSURANCE	2,422	2,442	2,477	2,509	2,509	2,509
40100 - 4172	WORKERS' COMPENSATION	6,521	8,333	7,484	10,352	10,352	10,352
40100 - 4174	FICA-SOCIAL SECURITY	9,548	8,399	8,773	9,336	9,336	9,336
40100 - 4176	HEALTH INSURANCE	80,352	80,660	92,440	77,574	77,574	77,574
40100 - 4177	UNEMPLOYMENT COMPENSATION	116	105	78	105	105	105
40100 - 4178	LIFE INSURANCE	719	722	733	746	746	746
40100 - 4179	DENTAL INSURANCE	3,374	3,765	3,764	3,765	3,765	3,765
40100 - 4182	CLOTHING ALLOWANCE	94,897	104,500	106,606	100,150	100,150	100,150
40100 - 4208	EQUIPMENT REPAIR	15	100	380	250	250	250
40100 - 4400	CONTRACTED SERVICES	31,416	33,515	52,349	71,353	71,353	71,353
40100 - 4406	PRINTING & BINDING	6,029	3,250	4,599	3,380	3,380	3,380
40100 - 4409	TEST SERVICES	6,100	4,500	5,368	4,400	4,400	4,400
40100 - 4410	ADVERTISING	1,929	1,500	2,396	1,500	1,500	1,500
40100 - 4424	DATA PROCESSING	585	585	792	794	794	794
40100 - 4440	EQUIPMENT RENTAL	1,448	1,300	1,906	2,000	2,000	2,000

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
40100 - 4453	MEETINGS & TRAINING	18	450	478	600	600	600
40100 - 4600	OFFICE FURNITURE & EQUIP.	2,930	4,500	6,166	10,000	10,000	10,000
	SUBTOTAL	668,033	698,690	736,749	763,598	763,598	763,598

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
POLICE ADMINISTRATION - 40100				
4090	CHIEF OF POLICE	0	151,340	154,956
	DEPUTY CHIEF	0	127,280	136,876
	ADMIN. ASST.	0	55,981	65,694
			-----	-----
			334,601	357,526

## 2024 BUDGET WORKSHEET

DEPT NAME - POLICE - ADMINISTRATION

DEPT # - 40100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4110	Holiday Pay	5,398	Payment for holiday hours worked.	Payment for holiday hours worked.
4182	Clothing Allowance	100,150	52 full-time officers @ 1,200, 3 @ fraction (current) 8 full time SPAA, Chief@ 950 6 dispatchers 800, 2 prorated Replacement/repair to uniforms, badge and patch order Crossing Guards Initial issue uniform (3) Animal Control Officer	63,900 52 full-time officers @ 1,200, 9 @ fraction (current) 8 full time SPAA @ 950 1 dispatchers @ 800; 1 prorated Replacement/repair to uniforms, badge and patch order Crossing Guards Initial issue uniform (4) Animal Control Officer partial year
4208	Equipment Repairs	250	Miscellaneous repairs and purchase of small equipment.	Miscellaneous repairs and purchase of small equipment.
4400	Contracted Services	71,353	Public Relations - press releases, blog update, media relations.  Annual CALEA Continuation fee Body worn camera program. Grant from NH Department of Safety (\$16,716 remaining of \$50,000). 3rd payment of 5 year installment. Wellness services for staff	6,900 Public Relations - press releases, blog update, media relations. CALEA Consulting  Annual CALEA Continuation fee Body worn camera program. Grant from NH Department of Safety (50,000). 2nd payment of 5 year installment.

## 2024 BUDGET WORKSHEET

DEPT NAME - POLICE - ADMINISTRATION

DEPT # - 40100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4406	Printing & Binding	3,380	Provides for the printing of all forms, reports, letterhead, business cards, envelopes & forms utilized by the department. Detail & OT forms.	Provides for the printing of all forms, reports, letterhead, business cards, envelopes & forms utilized by the department. Detail & OT forms.
4409	Test Services	4,400	Cost associated with anticipated hiring processes to include polygraph (10@300) and psychological (10@150). Have to account for failures.	Cost associated with anticipated hiring processes to include polygraph (10@300) and psychological (10@150). Have to account for failures.
4410	Advertising	1,500	Recruitment advertising. Membership to recruitment and media platforms. Costs for college job fairs.	Recruitment advertising. Membership to recruitment and media platforms. Costs for college job fairs.
4424	Data Processing	794	Annual fee for three (3) SPOTS licenses.	Annual fee for three (3) SPOTS licenses.
4440	Equipment Rental	2,000	Postage Meter 1,000 Document disposal container 1,000	Postage Meter 400 Document disposal container 900
4453	Meetings & Training	600	Provide supplies while hosting meetings, e.g. Southern NH SOU, Rockingham County Chiefs Association, monthly and quarterly staff meetings.	Provide supplies while hosting meetings, e.g. Southern NH SOU, Rockingham County Chiefs Association, monthly and quarterly staff meetings.
4600	Office furniture	10,000	Purchase replacement Konica Minolta BizHub for officer report room and Investigation Division.	Replacement and purchase of office furniture as needed to fill positions and create new work stations

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>POLICE-SUPPORT SERVICES</i></b>							
40110 - 4090	REGULAR PAY	998,993	1,072,787	1,013,337	1,185,955	1,185,955	1,185,955
40110 - 4092	TEMPORARY PAY	81,152	102,060	79,815	116,960	116,960	116,960
40110 - 4093	REPLACEMENT PAY	97,700	110,000	156,371	114,400	114,400	114,400
40110 - 4094	SHIFT DIFFERENTIAL	16,925	17,500	15,479	17,500	17,500	17,500
40110 - 4098	OVERTIME PAY	38,760	40,000	59,201	41,600	41,600	41,600
40110 - 4101	TRAINING	156,017	185,815	184,706	193,250	193,250	193,250
40110 - 4110	HOLIDAY PAY	13,936	15,110	12,628	15,715	15,715	15,715
40110 - 4113	COURT TIME	22,074	27,000	16,299	27,000	27,000	27,000
40110 - 4170	RETIREMENT	260,322	270,047	277,456	243,944	243,944	243,944
40110 - 4171	DISABILITY INSURANCE	9,524	10,240	10,072	11,207	11,207	11,207
40110 - 4172	WORKERS' COMPENSATION	15,711	17,454	11,503	17,792	17,792	17,792
40110 - 4174	FICA-SOCIAL SECURITY	82,509	112,812	89,451	130,998	130,998	130,998
40110 - 4176	HEALTH INSURANCE	375,802	454,124	363,482	398,343	398,343	398,343
40110 - 4177	UNEMPLOYMENT COMPENSATION	847	940	704	925	925	925
40110 - 4178	LIFE INSURANCE	2,521	2,718	2,691	2,848	2,848	2,848
40110 - 4179	DENTAL INSURANCE	13,195	15,230	13,234	14,474	14,474	14,474
40110 - 4200	OFFICE SUPPLIES	17,818	9,000	11,361	9,200	9,200	9,200
40110 - 4213	K-9 SUPPLIES	5,592	7,250	6,180	9,000	9,000	9,000

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
40110 - 4216	PRISONERS SUPPLIES	832	1,500	302	1,500	1,500	1,500
40110 - 4219	INTOXILYZER SUPPLIES	126	400	125	415	415	415
40110 - 4221	AMMUNITION	74,333	60,000	40,220	60,000	60,000	60,000
40110 - 4235	SMALL TOOLS & EQUIP.	497	900	3,029	900	900	900
40110 - 4237	GAS & OIL	94,283	127,130	103,182	134,144	134,144	134,144
40110 - 4405	MEMBERSHIPS & PUBLICATIONS	11,242	10,246	11,039	10,551	10,551	10,551
40110 - 4412	TRAINING EXPENSE	71,478	65,000	73,642	75,000	75,000	75,000
40110 - 4421	CAR WASH	4,261	7,500	3,201	7,000	7,000	7,000
40110 - 4456	RADIO MAINTENANCE	45,161	8,534	24,111	6,400	6,400	6,400
40110 - 4458	VEHICLE MAINTENANCE	118,565	82,000	90,409	90,000	90,000	90,000
40110 - 4601	POLICE EQUIPMENT	12,059	5,350	4,488	15,581	15,581	15,581
40110 - 4606	EMERGENCY EQUIPMENT	6,267	4,829	12,887	4,829	4,829	4,829
	SUBTOTAL	2,648,502	2,843,476	2,690,605	2,957,430	2,957,430	2,957,430



**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
POLICE SUPPORT SERVICES - 40110				
4090	CAPTAIN	0	123,576	131,199
	PROSECUTOR (2)	0	191,819	200,263
	DISPATCHER SUPERVISOR	0	74,770	78,068
	DISPATCHERS (8)	0	407,193	418,194
	SUPPORT SERVICES SUPERVISOR	0	75,696	77,276
	SUPPORT SERVICES CLERKS (4) (ONE AT NINE MONTHS)	1	177,409	228,028
	VICTIM WITNESS ADVOCATE	0	22,325	52,927
			-----	-----
			1,072,788	1,185,955

## 2024 BUDGET WORKSHEET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4092	Temporary Pay	116,960	Crossing Guards 86,400 \$20.00/hr x 180 days x 8 guards x 3hrs/day/guard 1 four hour training session (new hire*3) 320  PT dispatchers/Cost to fill FT shifts 10,000 Special Officer Training 40 hrs per 20,240 officer. Special Officers must be trained at the same level as FT officers. Part time officers assigned to Wellness team.	Crossing Guards 77,760 \$18.00/hr x 180 days x 8 guards x 3hrs/day/guard 1 four hour training session (new hire*3) 300  PT dispatchers/Cost to fill FT shifts 10,000 Special Officer Training 40 hrs per 14,000 officer. Special Officers must be trained at the same level as FT officers.
4093	Replacement Pay	114,400	Required replacement of dispatch personnel. (Vacation, personal, sick days, training, etc.) Workloads & responsibilities require full staffing at all times.	Required replacement of dispatch personnel. (Vacation, personal, sick days, training, etc.) Workloads & responsibilities require full staffing at all times.
4094	Shift Differential	17,500	Contractual (Dispatchers) Employees assigned to the evening receive an additional payment of \$40 per week; employees on Midnight shift receive an additional \$50. Overtime on both shifts is compensated at the shift differential rate.	Contractual (Dispatchers) Employees assigned to the evening receive an additional payment of \$40 per week; employees on Midnight shift receive an additional \$50. Overtime on both shifts is compensated at the shift differential rate.
4098	Overtime Pay	41,600	Need for call backs, holdovers, training requirements, & fifteen minutes reporting time contractual for 9 dispatchers.	Need for call backs, holdovers, training requirements, & fifteen minutes reporting time contractual for 9 dispatchers.

## 2024 BUDGET WORKSHEET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4101	Training	193,250	Time to attend mandatory training required by State Law, various certifications, K-9 training and certification. NH Police Standards and Training Council along with Governor's Law Enforcement Accountability, Community, and Transparency (LEACT) require additional hours of training for all sworn officers. Self-defense, driving, and In-Service training of officers. Most assignments require training to stay current in the particular area of expertise. Night Qualification. Supervisory and leadership training for recently promoted supervisors. In-service training weeks for officers. In-house training services for new hires	Time to attend mandatory training required by State Law, various certifications, K-9 training and certification. NH Police Standards and Training Council along with Governor's Law Enforcement Accountability, Community, and Transparency (LEACT) require additional hours of training for all sworn officers. Self-defense, driving, and In-Service training of officers. Most assignments require training to stay current in the particular area of expertise. Night Qualification. Supervisory and leadership training for recently promoted supervisors. In-service training weeks for officers.
4110	Holiday Pay	15,715	Contractual payment for holidays worked.	Contractual payment for holidays worked.
4113	Court Time	27,000	Costs associated with officer appearance in court and hearings in district and superior courts. Administrative Motor Vehicle Hearings for DWI cases, as well as Family Court cases. Change in Felony First law will leave more cases in District Court.	Costs associated with officer appearance in court and hearings in district and superior courts. Administrative Motor Vehicle Hearings for DWI cases, as well as Family Court cases.
4200	Office Supplies	9,200	General supplies for needs of all units. This account is also used for recognition award bars.	General supplies for needs of all units. This account is also used for recognition award bars.

## 2024 BUDGET WORKSHEET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4213	K-9	9,000	Provide for feeding and care of K-9, various equipment replacement (bite arms, leashes, harnesses), personal kennel, and medical bills for K-9. 4 dogs 9,000	Provide for feeding and care of K-9, various equipment replacement (bite arms, leashes, harnesses), personal kennel, and medical bills for K-9. 3 dogs 7,250
4216	Prisoner Supplies	1,500	Purchase of various disposable items associate with the temporary detention of prisoners to include: blankets, gloves, masks, etc. Purchase of decontamination supplies. Purchase of gloves and masks	Purchase of various disposable items associate with the temporary detention of prisoners to include: blankets, gloves, masks, etc. Purchase of decontamination supplies. Purchase of gloves and masks
4219	Intoxilyzer Supplies	415	Replacement of time dated supplies. Portable Breath Tester (PBT) device supplies.	Replacement of time dated supplies. Portable Breath Tester (PBT) device supplies.
4221	Ammunition	60,000	Ammunition & related equipment to certify personnel. Ammo, targets, eye/ear protection, cleaning supplies, holsters, batteries and targets. Parts to repair/maintain Dept. firearms. Qualifications/training to include Rifle and Pistol.  Medical supplies (quick clot, tourniquets and associated materials)	Ammunition & related equipment to certify personnel. Ammo, targets, eye/ear protection, cleaning supplies, holsters, batteries and targets. Parts to repair/maintain Dept. firearms. Replacement and maintenance of outdated simunition equipment. Qualifications/training to include Rifle and Pistol.
4235	Small Tools & Equipment	900	Batteries, bulbs, minor tools and equipment.	Batteries, bulbs, minor tools and equipment.
4237	Gas & Oil	134,144	Acct includes gas, oil & various vehicle fluids. Gas 128,644  Motor oil, various vehicle fluids 5,500	Acct includes gas, oil & various vehicle fluids. Gas (based on 3 yr wgtd avg and 75% increase for 6 months) 121,630  Motor oil, various vehicle fluids 5,500

**2024 BUDGET WORKSHEET****DEPT NAME - POLICE - SUPPORT****DEPT # - 40110**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4405	Memberships & Publications	10,551	Dues & Publications 10,551	Dues & Publications 10,246
4412	Training Expenses	75,000	Department Training Costs (Course costs, per diem, mileage and materials) Cost for various law enforcement seminars & schools. Costs to provide in-house trainers & instructors assisting Police Standards and Training Council. PERF Senior Management Institute for Police, FBI LEEDA for supervisors.	Department Training Costs (Course costs, per diem, mileage and materials) Cost for various law enforcement seminars & schools. Costs to provide in-house trainers & instructors assisting Police Standards and Training Council. PERF Senior Management Institute for Police, FBI LEEDA for supervisors.
4421	Car Wash	7,000	Cleaning, washing & general exterior maintenance of all department vehicles. Detail cruisers subjected to blood borne pathogens and body fluids which are classified as a biohazard. 24 Deep clean of older cruisers/ K9 vehicles	Cleaning, washing & general exterior maintenance of all department vehicles. Detail cruisers subjected to blood borne pathogens and body fluids which are classified as a biohazard. 24 Deep clean of older cruisers/ K9 vehicles
4456	Radio Maintenance	6,400	Refurbish portable radios (6 @ 500) 3,000	Radio batteries (replacement 121.00 x 50 - for 10 year old portables). 5,134 Additional radios to replace 13 radios (20 years old -defective) issued to each school in town. Proposal to SAU to match half for 9 radios assigned to public schools.

## 2024 BUDGET WORKSHEET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			Matching 25% for radar grant 75% paid by state 3,400	Matching 25% for radar grant 75% paid by state 3,400
4458	Vehicle Maintenance	90,000	Repair and maintenance of Department fleet 71,151	Repair and maintenance of Department fleet 63,700
			Tires + rims + sensors 18,849	Tires + rims + sensors 18,300
4601	Police Equipment	15,581	Trunk equip replacements 3,500	Trunk equip replacements 3,500
			Equipment needed to maintain body worn camera and in-car video systems program 1,350	Equipment needed to maintain body worn camera and in-car video systems program 1,350
			Purchase of two Body Worn Cameras and associated equipment, carriers, batteries, remote watches. 10,731	Batteries for BWC Bluetooth remote 500
4606	Emergency Equipment	4,829	Soft Body Armor-11 vests (net cost) 4,829	Soft Body Armor-11 vests (net cost) 4,829
			9,658 with matching BVP grant 4,829 (5 year life-span)	9,658 with matching BVP grant 4,829 (5 year life-span)

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>POLICE-PATROL</i></b>							
40120 - 4090	REGULAR PAY	2,821,084	3,004,561	2,722,470	3,043,825	3,043,825	3,043,825
40120 - 4093	REPLACEMENT PAY	816,874	725,000	925,561	754,000	754,000	754,000
40120 - 4094	SHIFT DIFFERENTIAL	64,789	71,000	64,042	71,000	71,000	71,000
40120 - 4098	OVERTIME PAY	295,973	257,000	272,939	267,280	267,280	267,280
40120 - 4110	HOLIDAY PAY	21,633	26,924	21,260	28,000	28,000	28,000
40120 - 4170	RETIREMENT	1,374,375	1,330,719	1,295,893	1,302,523	1,302,523	1,302,523
40120 - 4171	DISABILITY INSURANCE	27,289	28,545	26,724	28,219	28,219	28,219
40120 - 4172	WORKERS' COMPENSATION	73,138	117,631	78,217	141,999	141,999	141,999
40120 - 4174	FICA-SOCIAL SECURITY	58,164	59,230	57,537	60,381	60,381	60,381
40120 - 4176	HEALTH INSURANCE	991,855	1,143,950	961,828	1,025,349	1,025,349	1,025,349
40120 - 4177	UNEMPLOYMENT COMPENSATION	1,604	1,505	1,190	1,470	1,470	1,470
40120 - 4178	LIFE INSURANCE	7,246	7,309	7,110	7,448	7,448	7,448
40120 - 4179	DENTAL INSURANCE	32,303	34,341	31,900	34,662	34,662	34,662
SUBTOTAL		6,586,326	6,807,715	6,466,672	6,766,156	6,766,156	6,766,156

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
POLICE PATROL - 40120				
4090	CAPTAIN	0	125,391	133,288
	LIEUTENANTS (3)	0	290,180	311,536
	SERGEANTS (6)	0	514,039	542,487
	PATROL OFFICERS (32)	0	2,074,953	2,056,516
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			3,004,561	3,043,825



## 2024 BUDGET WORKSHEET

DEPT NAME - POLICE - PATROL

DEPT # - 40120

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4093	Replacement Pay	754,000	Replacement of patrol personnel for sick/injured, holidays, vacation.	Replacement of patrol personnel for sick/injured, holidays, vacation.
4094	Shift Differential	71,000	Contractual (Patrol officers)	Contractual (Patrol officers)
4098	Overtime pay	267,280	15 minute early reporting time, hold-over case investigation, accidents, & other un-scheduled events. DWI patrols. Holiday increased staffing coverage. Prisoner transports to & from jail in Brentwood.	15 minute early reporting time, hold-over case investigation, accidents, & other un-scheduled events. DWI patrols. Holiday increased staffing coverage. Prisoner transports to & from jail in Brentwood.
4110	Holiday Pay	28,000	Contractual payment for holidays worked.	Contractual payment for holidays worked.

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>POLICE-SPECIAL SERVICES</i></b>							
40125 - 4090	REGULAR PAY	526,948	652,110	546,366	658,993	658,993	658,993
40125 - 4092	TEMPORARY PAY	-	20,202	1,299	19,167	19,167	19,167
40125 - 4094	SHIFT DIFFERENTIAL	3,167	2,600	2,369	2,600	2,600	2,600
40125 - 4097	INCENTIVE PAY	-	1,800	-	-	-	-
40125 - 4098	OVERTIME PAY	37,411	35,000	59,673	36,400	36,400	36,400
40125 - 4110	HOLIDAY PAY	1,462	3,600	6,347	5,000	5,000	5,000
40125 - 4170	RETIREMENT	192,429	219,481	193,864	211,968	211,968	211,968
40125 - 4171	DISABILITY INSURANCE	5,073	6,074	5,362	6,031	6,031	6,031
40125 - 4172	WORKERS' COMPENSATION	12,708	20,571	18,623	22,660	22,660	22,660
40125 - 4174	FICA-SOCIAL SECURITY	8,172	14,357	10,105	14,429	14,429	14,429
40125 - 4176	HEALTH INSURANCE	148,070	240,414	184,449	255,744	255,744	255,744
40125 - 4177	UNEMPLOYMENT COMPENSATION	261	350	242	350	350	350
40125 - 4178	LIFE INSURANCE	1,269	1,568	1,395	1,679	1,679	1,679
40125 - 4179	DENTAL INSURANCE	6,033	8,079	6,750	8,517	8,517	8,517
40125 - 4260	CRIME PREVENTION	6,390	6,500	6,118	6,695	6,695	6,695
	SUBTOTAL	949,392	1,232,706	1,042,963	1,250,233	1,250,233	1,250,233

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
POLICE SPECIAL SERVICES (WAS COMMUNITY SERVICES) - 40125				
4090	LIEUTENANT	0	102,495	107,315
	SERGEANT	0	86,528	91,165
	SCHEDULING OFFICER	0	76,975	81,143
	TRAINING OFFICER	0	73,635	51,249
	COMMUNITY AFFAIRS	0	75,474	78,046
	COMM PROB ORIENTED POLICING (2)	0	115,259	154,179
	ELDER AFFAIRS OFFICER	0	78,480	51,249
	ANIMAL CONTROL OFFICER	0	43,264	44,647
			-----	-----
			652,110	658,993

## 2024 BUDGET WORKSHEET

DEPT NAME - POLICE - SPECIAL SERVICES

DEPT # - 40125

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4092	Temporary Pay	19,167	PT custodian (was in Support) 19,167	PT custodian (was in Support) 20,202
4094	Shift Differential	2,600	Contractual SRO's reassigned to patrol during the summer months. 2,600	Contractual SRO's reassigned to patrol during the summer months. 2,600
4098	Overtime pay	36,400	15 minute early reporting time, hold-overs, & other unscheduled, after hours events. Community engagement events.	15 minute early reporting time, hold-overs, & other unscheduled, after hours events. Community engagement events.
4110	Holiday Pay	5,000	Contractual payment for holidays worked.	Contractual payment for holidays worked.
4260	Crime Prevention	6,695	Community / promotional items, such as stickers, coloring books, AF etc. 4,375	Community / promotional items, such as stickers, coloring books, etc. 4,250
			National Night Out 2,320	National Night Out 2,250

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>POLICE-INVESTIGATIVE SERVICES</i></b>							
40130 - 4090	REGULAR PAY	799,428	1,276,004	914,570	1,370,159	1,370,159	1,370,159
40130 - 4094	SHIFT DIFFERENTIAL	4,748	4,913	5,463	4,913	4,913	4,913
40130 - 4097	INCENTIVE PAY	7,850	6,600	8,950	7,800	7,800	7,800
40130 - 4098	OVERTIME PAY	130,243	87,000	131,286	90,480	90,480	90,480
40130 - 4110	HOLIDAY PAY	13,257	16,559	18,125	17,221	17,221	17,221
40130 - 4170	RETIREMENT	319,200	453,211	343,774	466,246	466,246	466,246
40130 - 4171	DISABILITY INSURANCE	7,229	11,829	8,458	12,351	12,351	12,351
40130 - 4172	WORKERS' COMPENSATION	22,685	40,063	36,269	51,156	51,156	51,156
40130 - 4174	FICA-SOCIAL SECURITY	13,495	20,169	15,528	21,617	21,617	21,617
40130 - 4176	HEALTH INSURANCE	318,097	459,826	342,458	421,349	421,349	421,349
40130 - 4177	UNEMPLOYMENT COMPENSATION	354	595	231	697	697	697
40130 - 4178	LIFE INSURANCE	1,922	3,190	2,275	3,306	3,306	3,306
40130 - 4179	DENTAL INSURANCE	10,224	15,188	11,683	16,667	16,667	16,667
40130 - 4235	SMALL TOOLS & EQUIP.	2,531	2,000	5,057	2,200	2,200	2,200
40130 - 4400	CONTRACTED SERVICES-PAWN SH	8,668	9,397	9,807	12,441	12,441	12,441
40130 - 4460	TRAVEL EXPENSE	-	750	145	750	750	750
SUBTOTAL		1,659,931	2,407,294	1,854,081	2,499,353	2,499,353	2,499,353

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
POLICE INVESTIGATIVE SERVICES - 40130				
4090	LIEUTENANT	0	104,937	107,315
	SERGEANT (2)	0	176,344	182,330
	DETECTIVE (10)	0	723,816	775,448
	EVIDENCE OFFICER	0	78,480	81,143
	SCHOOL RESOURCE OFFICER (3)	0	192,427	223,923
			-----	-----
			1,276,004	1,370,159

## 2024 BUDGET WORKSHEET

DEPT NAME - POLICE - INVESTIGATIVE SERVICES

DEPT # - 40130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4094	Shift Differential	4,913	Contractual - Night Detective \$40/Shift for evening work based on scheduled work assignments as well as additional shifts for special investigations, major crimes.	Contractual - Night Detective \$40/Shift for evening work based on scheduled work assignments as well as additional shifts for special investigations, major crimes.
4097	Incentive Pay	7,800	Stipend Payment Per CBA (14)	Detective Payment Per CBA (11)
4098	Overtime pay	90,480	Detective overtime for major case investigations including drug cases. Salem Detectives have A portion will be reimbursed by Federal government program. Plus 15 minute contractual OT for Roll Call.	Detective overtime for major case investigations including drug cases. Salem Detectives have A portion will be reimbursed by Federal government program. Plus 15 minute contractual OT for Roll Call.
4110	Holiday Pay	17,221	Contractual payment for holidays worked.	Contractual payment for holidays worked.
4235	Small Tools	2,200	Evidence maintenance and investigative aids for detectives. 2,200 Misc. supplies used by the ISU Purchase equipment for Crime Scene Response van.	Evidence maintenance and investigative aids for detectives. 2,000 Misc. supplies used by the ISU Purchase equipment for Crime Scene Response van.
4400	Contracted Services	12,441	Electronic Pawn Registrations - Business 6,453 Watch International was bought out by Leads Online. (Offsetting revenue in GF 1-3303 Pawn Shop Registrations) Callyo: Audio and video for investigations 3,763	Electronic Pawn Registrations 3,500  (Offsetting revenue in GF 1-3303 Pawn Shop Registrations) Callyo: Audio and video for investigations 3,617

## 2024 BUDGET WORKSHEET

DEPT NAME - POLICE - INVESTIGATIVE SERVICES

DEPT # - 40130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			TransUnion (TLO) Investigative database subscription	TransUnion (TLO) Investigative database subscription
			Investigative equipment	
4460 Travel	750		Travel costs for detectives in major case investigations. Rental cars for undercover work as needed.	Travel costs for detectives in major case investigations. Rental cars for undercover work as needed.
			Background investigation of new hires. Fugitive return details.	Background investigation of new hires. Fugitive return details.

Estimated offsetting revenue from School District in GF 1-3625 of \$367,831 for SRO positions in 2024.

Estimated offsetting revenue from School District in GF 1-3625 of \$303,826 for SRO positions in 2023.



## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>ANIMAL CONTROL</b>							
40135 - 4090	REGULAR PAY	11,997	-	27,850	-	-	-
40135 - 4098	OVERTIME PAY	903	-	2,094	-	-	-
40135 - 4170	RETIREMENT	1,814	-	4,167	-	-	-
40135 - 4171	DISABILITY INSURANCE	108	-	332	-	-	-
40135 - 4172	WORKERS' COMPENSATION	1,175	-	-	-	-	-
40135 - 4174	FICA-SOCIAL SECURITY	983	-	2,240	-	-	-
40135 - 4176	HEALTH INSURANCE	3,994	-	11,410	-	-	-
40135 - 4177	UNEMPLOYMENT COMPENSATION	33	-	32	-	-	-
40135 - 4178	LIFE INSURANCE	25	-	78	-	-	-
40135 - 4179	DENTAL INSURANCE	-	-	398	-	-	-
40135 - 4235	SMALL TOOLS & EQUIP.	-	500	365	500	500	500
40135 - 4429	KENNEL OPERATIONS	1,299	2,500	2,363	2,500	2,500	2,500
40135 - 4430	DISPOSITION OF ANIMALS	-	50	-	50	50	50
40135 - 4431	VETERINARIAN EMER. CARE	83	1,000	293	1,000	1,000	1,000
40135 - 4496	ELECTRICITY	7,060	6,702	9,906	7,461	7,461	7,461
SUBTOTAL		29,473	10,752	61,528	11,511	11,511	11,511

## 2024 BUDGET WORKSHEET

DEPT NAME - POLICE -ANIMAL CONTROL

DEPT # - 40135

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4235	Small Tools & Equipment	500	Equipment to operate kennel and stored within ACO truck.	Equipment to operate kennel and stored within ACO truck.
4429	Kennel Operations	2,500	Water, wood shavings, building upkeep, food for animals, kennel supplies, (plastic bags, bug spray, deodorizer). Minor building repairs	Water, wood shavings, building upkeep, food for animals, kennel supplies, (plastic bags, bug spray, deodorizer). Minor building repairs
			Water & Sewer charges	Water & Sewer charges
4430	Disposition of Animals	50	Based on number of animal deaths. Law requires proper disposal of animals.	Based on number of animal deaths. Law requires proper disposal of animals.
4431	Veterinarian Emergency Care	1,000	Cost of treatment of injured animals when Town is unable to locate owner. Costs are recovered if animal is adopted.	Cost of treatment of injured animals when Town is unable to locate owner. Costs are recovered if animal is adopted.
4496	Electricity	7,461	Town Kennel and SARL Trailers (2) heat and electricity.	Town Kennel and SARL Trailers (2) heat and electricity.

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>POLICE-STATION</b>							
40140 - 4234	BUILDING SUPPLIES	10,037	7,500	6,267	7,750	7,750	7,750
40140 - 4400	CONTRACTED SERVICES	17,038	18,083	26,682	18,083	18,083	18,083
40140 - 4401	CLEANING SERVICES	1,295	-	-	-	-	-
40140 - 4450	TELEPHONE	47,085	45,688	50,640	49,045	49,045	49,045
40140 - 4451	POSTAGE	1,409	2,000	913	2,300	2,300	2,300
40140 - 4495	HEAT	7,584	7,113	6,716	7,864	7,864	7,864
40140 - 4496	ELECTRICITY	23,957	26,252	28,379	26,897	26,897	26,897
40140 - 4497	OTHER UTILITIES	323	583	369	487	487	487
40140 - 4498	BUILDING REPAIRS	34,955	35,000	41,450	25,000	25,000	25,000
SUBTOTAL		143,683	142,219	161,414	137,426	137,426	137,426
TOTAL-POLICE		12,685,340	14,142,852	13,014,012	14,385,707	14,385,707	14,385,707

## 2024 BUDGET WORKSHEET

DEPT NAME - POLICE -STATION

DEPT # - 40140

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4234	Building Supplies	7,750	Provides for all building supplies for cleaning (various soap cleaning agents, solvents) Paper products, paper towels, toilet paper, carpet cleaner. Increase of maintenance supplies and material for in-house maintenance assistant.	Provides for all building supplies for cleaning (various soap cleaning agents, solvents) Paper products, paper towels, toilet paper, carpet cleaner. Increase of maintenance supplies and material for in-house maintenance assistant.
4400	Contracted Services	18,083	HVAC Maintenance Contract 2,264 Generator maintenance 1,008 Pest control (82/mo.) 984 Copier maintenance./service 1,785 Annual Fire Alarm System 505 Booking comp.camera maintenance. 350  HAZMAT (Trauma 24) 3,500 Off site storage (Iron Mt) 3,657 Protected Wi-Fi Service 2,400 Comcast digital box rental 250 Mat service (Cintas) 1,380	HVAC Maintenance Contract 2,264 Generator maintenance 1,008 Pest control (82/mo.) 984 Copier maintenance./service 1,785 Annual Fire Alarm System 505 Booking comp.camera maintenance. 350  HAZMAT (Trauma 24) 3,500 Off site storage (Iron Mt) 3,657 Protected Wi-Fi Service 2,400 Comcast digital box rental 250 Mat service (Cintas) 1,380
4401	Cleaning Services		Removed/added to building supplies	Removed/added to building supplies
4450	Telephone	49,045	Long distance service, phone and fax service & repairs 21,095 Cell phones (26) 19,000 Modems (17) Added 8 tablets for ICV 8,250  Internet Connection Invst Div. 700	Long distance service, phone and fax service & repairs 21,907 Cell phones (26) 13,885 Modems (17) Added 8 tablets for ICV 9,100  Internet Connection Invst Div. 796

## 2024 BUDGET WORKSHEET

DEPT NAME - POLICE -STATION

DEPT # - 40140

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4451	Postage	2,300	Department mail. Many items require certified mail. Requests for discovery and record requests. Pkgs & other UPS shipping.	Department mail. Many items require certified mail. Requests for discovery and record requests. Pkgs & other UPS shipping.
4495	Heat	7,864	Natural gas heat.	Natural gas heat. Based on 4,722 therms @1.37 /therm.
4496	Electricity	26,897	Electricity for the Police Station	Electricity for the Police Station
4497	Other Utilities	487	Water & sewer charges	Water & sewer charges 3 Year weighted average + 7%
4498	Building Repairs	25,000	Basic repairs as needed to maintain 50+ year old building.	Basic repairs as needed to maintain 50+ year old building.

## 2024 BUDGET

DEPT.	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>FIRE DEPARTMENT SUMMARY</i></b>						
ADMINISTRATION	1,249,773	1,192,760	1,179,653	1,174,385	1,174,385	1,174,385
SUPPRESSION	11,987,236	12,504,667	11,938,933	12,856,346	12,856,346	12,856,346
COMMUNICATIONS	650,637	877,075	896,920	934,437	934,437	934,437
STATIONS	424,401	365,926	493,654	420,887	420,887	420,887
INSPECTIONAL SERVICES	775,264	909,180	853,127	947,913	947,913	947,913
<hr/>						
TOTAL - FIRE DEPARTMENT	15,087,311	15,849,607	15,362,288	16,333,968	16,333,968	16,333,968

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>FIRE-ADMINISTRATION</i></b>							
40200 - 4090	REGULAR PAY	487,013	431,153	374,013	457,398	457,398	457,398
40200 - 4170	RETIREMENT	168,621	124,498	117,111	126,746	126,746	126,746
40200 - 4171	DISABILITY INSURANCE	3,189	3,287	2,967	3,232	3,232	3,232
40200 - 4172	WORKERS' COMPENSATION	29,962	44,451	40,032	47,478	47,478	47,478
40200 - 4174	FICA-SOCIAL SECURITY	11,714	10,431	9,628	6,632	6,632	6,632
40200 - 4176	HEALTH INSURANCE	148,338	144,340	133,044	138,567	138,567	138,567
40200 - 4177	UNEMPLOYMENT COMPENSATION	220	140	111	140	140	140
40200 - 4178	LIFE INSURANCE	1,292	1,176	948	1,094	1,094	1,094
40200 - 4179	DENTAL INSURANCE	5,052	4,864	4,217	4,636	4,636	4,636
40200 - 4182	CLOTHING ALLOWANCE	62,893	66,301	64,975	86,126	86,126	86,126
40200 - 4200	OFFICE SUPPLIES	4,074	3,832	4,488	3,832	3,832	3,832
40200 - 4224	HAZARDOUS RESPONSE	15,681	16,721	16,250	17,250	17,250	17,250
40200 - 4227	AMBULANCE BILLING	88,620	107,650	97,379	94,020	94,020	94,020
40200 - 4232	AMBULANCE SUPPLIES	136,286	160,438	157,669	163,340	163,340	163,340
40200 - 4406	PRINTING & BINDING	2,725	1,484	1,711	2,210	2,210	2,210
40200 - 4409	TEST SERVICES	3,838	3,500	3,847	3,500	3,500	3,500
40200 - 4410	ADVERTISING	1,021	660	347	100	100	100
40200 - 4440	EQUIPMENT RENTAL	2,694	4,070	2,446	7,206	7,206	7,206
40200 - 4451	POSTAGE	293	542	410	378	378	378
40200 - 4603	EMERGENCY MANAGEMENT	16,822	19,487	29,911	5,500	5,500	5,500

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
40200 - 4609	COMMUNITY OUTREACH	-	-	-	5,000	5,000	5,000
SUBTOTAL		1,249,773	1,192,760	1,179,653	1,174,385	1,174,385	1,174,385



**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
FIRE ADMINISTRATION - 40200				
4090	FIRE CHIEF	0	155,359	158,991
	ASSISTANT FIRE CHIEF	0	113,351	121,591
	DEPUTY FIRE CHIEF, FIRE MARSHAL	0	95,038	105,025
	ADMIN. ASST.	0	67,405	71,791
			-----	-----
			431,153	457,398

**2024 BUDGET WORKSHEET****DEPT NAME - FIRE-ADMINISTRATION****DEPT # - 40200**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4182	Clothing Allowance	86,126	Due to contractual obligations, each employee is entitled to an annual clothing allowance. 76 F/T employees x 725 55,100 4 F/T employees x 950 3,800 2 P/T employee x 150 300 5 F/T employees x 325 1,625 Badges/Medals/Name Tags 1,975 Anticipated Initial Issue/Promotions 2,576  Damaged Uniforms 500 Employee Recognition - CBA Uniform Allowances 20,250	Due to contractual obligations, each employee is entitled to an annual clothing allowance. 75 F/T employees x 725 54,375 4 F/T employees x 950 3,800 3 P/T employee x 150 450 5 F/T employees x 325 1,625 Badges/Medals/Name Tags 1,975 Anticipated Initial Issue/Promotions 2,576  Damaged Uniforms 500 Employee Recognition 1,000
4200	Office Supplies	3,832	General Office Supplies 3,832	General Office Supplies 3,832
4224	Hazardous Response	17,250	Membership fee for the Southeastern New Hampshire Hazardous Materials Mutual Aid District. Expenses related to mitigating hazardous conditions (excavators, demolition, etc.) 1,000	Membership fee for the Southeastern New Hampshire Hazardous Materials Mutual Aid District. Expenses related to mitigating hazardous conditions (excavators, demolition, etc.) 16,721
4227	Ambulance Billing	94,020	Fees paid to contract for ambulance billing and collection services. This fee is based on 5.5% of all funds collected. Also includes a fee for mailing HIPPA Compliance letters. Offset- Revenue Ambulance Fees GF 1-3333 Fees paid to QMC 88,000 Transunion TLO 1,020	Fees paid to contract for ambulance billing and collection services. This fee is based on 5.5% of all funds collected. Also includes a fee for mailing HIPPA Compliance letters. Offset- Revenue Ambulance Fees GF 1-3333 Fees paid to QMC 101,750 Transunion TLO 900

## 2024 BUDGET WORKSHEET

DEPT NAME - FIRE-ADMINISTRATION

DEPT # - 40200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			Mailings for privacy notices 5,000	Mailings for privacy notices 5,000
4232	Ambulance Supplies	163,340	Includes all emergency equipment and supplies utilized for Emergency Medical Services. Items included are: supplies and equipment for patient examination and treatment, extrication supplies, bone needles, IV therapy, Lucas cups, medical gloves, needles and syringes, personal protective equipment, pharmaceuticals, respiratory and wound care, cardiac monitoring electrodes and modems, oxygen rental and usage, on-site maintenance agreements for cardiac monitors and AEDs, stretcher & stair chair maintenance, etc Supplies 77,765 Stryker Pro-care Maintenance for all 30,175 Cardiac Monitors, AEDs and LUCAS Devices; Power load & power stretchers	Includes all emergency equipment and supplies utilized for Emergency Medical Services. Items included are: supplies and equipment for patient examination and treatment, extrication supplies, bone needles, IV therapy, Lucas cups, medical gloves, needles and syringes, personal protective equipment, pharmaceuticals, respiratory and wound care, cardiac monitoring electrodes and modems, oxygen rental and usage, on-site maintenance agreements for cardiac monitors and AEDs, stretcher & stair chair maintenance, etc Supplies 77,765 Stryker Pro-care Maintenance for all 23,773 Cardiac Monitors, AEDs and LUCAS Devices; Power load & power stretchers
				Oxygen rental and usage 3,800 Needle disposal service for ambulance needles 1,400
			Equipment replacement for ambulances, a number of upgrades have been made the past couple of years, now we are transitioning to a 7 to 8 year replacement cycle 2 Zoll Ventilators (\$19,000 ea.), 4 Baxter IV Pumps (\$2,500 ea.), 1 Monitor Mount (\$600 ea.), 2 Reeves Sleeve Lifting Devices (\$850 ea.), and 2 ACR 4 Pediatric Transport Devices (\$1,000 ea.); Misc. unanticipated (\$1,400) 55,400	Equipment replacement for ambulances, a number of upgrades have been made the past couple of years, now we are transitioning to a 7 to 8 year replacement cycle 2 Zoll Ventilators (\$19,000 ea.), 4 Baxter IV Pumps (\$2,500 ea.), 1 Monitor Mount (\$600 ea.), 2 Reeves Sleeve Lifting Devices (\$850 ea.), and 2 ACR 4 Pediatric Transport Devices (\$1,000 ea.); Misc. unanticipated (\$1,400) 53,700

**2024 BUDGET WORKSHEET****DEPT NAME - FIRE-ADMINISTRATION****DEPT # - 40200**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4406	Printing & Binding	2,210	Includes printing as listed: Maintenance Work Orders Tags Envelopes & Stationery Hazard Reports Medical Releases Health Insurance Portability and Accountability Act Forms Inspectional Services forms	Includes printing as listed: Maintenance Work Orders Tags Envelopes & Stationery Hazard Reports Medical Releases Health Insurance Portability and Accountability Act Forms Inspectional Services forms
4409	Test Services	3,500	Expenses related to conducting annual promotional exams for Battalion Chief, Captain, Lieutenant, and Fire Inspector. Firefighter Candidate interviews, polygraph and psychological testing. Expenses for outside proctors and facility if necessary.	Expenses related to conducting annual promotional exams for Battalion Chief, Captain, Lieutenant, and Fire Inspector. Firefighter Candidate interviews, polygraph and psychological testing. Expenses for outside proctors and facility if necessary.
			3,500	3,500
4410	Advertising	100	Legal notices for equipment bids & Fire code change notifications Also includes Employment Advertising	Legal notices for equipment bids & Fire code change notifications Also includes Employment Advertising
4440	Equipment Rental	7,206	Postage meter rental 440 Document disposal container rental 400 Copier Lease Agree- Canon Sta. 1 3,786 Copier Lease Agree.- Canon Sta. 2 1,290 Copier Lease Agree.- Canon Sta. 3 1,290	Postage meter rental 440 Document disposal container rental 400 Copier Lease Agree- Canon Sta. 1 1,680 Copier Lease Agree.- Canon Sta. 2 775 Copier Lease Agree.- Canon Sta. 3 775
4451	Postage	378	Costs of packaging, mailing and shipping.	Costs of packaging, mailing and shipping.

**2024 BUDGET WORKSHEET****DEPT NAME - FIRE-ADMINISTRATION****DEPT # - 40200**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4603	Emergency Management	5,500	EOC equipment, charts, signs Emergency Management communications equip.- Desk Top Units	EOC equipment, charts, signs Emergency Management communications equip.- Desk Top Units
				500 2,987
			Pandemic- Health and Safety PPE- FD EMS; and Replacement of 4 sets of Tactical PPE for ATR; year 1 of 6 (\$1,250 ea.)	Pandemic- Health and Safety PPE- FD EMS; and Replacement of 4 sets of Tactical PPE for ATR; year 1 of 6 (\$1,250 ea.)
				5,000
				Town of Salem 5 year Hazard Mitigation Plan Update-Due for 2023
				11,000
4609	Community Outreach	5,000	Community outreach programs such as CPR, AED, Stop the Bleed training classes for the public. (\$5,000 for CPR cards; \$2,000 to maintain equipment & supplies Previously #40210-4412 There is off-setting revenue GF 10000-3336	

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>FIRE-SUPPRESSION</i></b>							
40210 - 4090	REGULAR PAY	4,355,250	4,562,858	4,377,700	4,857,399	4,857,399	4,857,399
40210 - 4093	REPLACEMENT PAY	1,576,508	1,423,154	1,388,836	1,465,849	1,465,849	1,465,849
40210 - 4096	LONGEVITY	3,160	1,800	1,800	1,800	1,800	1,800
40210 - 4097	INCENTIVE PAY	667,264	665,061	668,096	705,151	705,151	705,151
40210 - 4098	OVERTIME PAY/CALL BACK	187,573	240,140	193,948	257,644	257,644	257,644
40210 - 4110	HOLIDAY PAY	74,162	72,362	83,643	77,245	77,245	77,245
40210 - 4170	RETIREMENT	2,221,399	2,174,713	2,080,499	2,220,204	2,220,204	2,220,204
40210 - 4171	DISABILITY INSURANCE	2,683	1,040	1,861	602	602	602
40210 - 4172	WORKERS' COMPENSATION	458,385	721,137	648,269	768,757	768,757	768,757
40210 - 4174	FICA-SOCIAL SECURITY	101,603	100,997	99,077	107,676	107,676	107,676
40210 - 4176	HEALTH INSURANCE	2,082,394	2,238,516	2,076,840	2,017,109	2,017,109	2,017,109
40210 - 4177	UNEMPLOYMENT COMPENSATION	2,699	2,485	2,141	2,520	2,520	2,520
40210 - 4178	LIFE INSURANCE	12,991	13,439	13,420	14,381	14,381	14,381
40210 - 4179	DENTAL INSURANCE	62,121	66,765	64,071	79,685	79,685	79,685
40210 - 4225	BREATHING APPARATUS	14,067	16,500	23,266	18,100	18,100	18,100
40210 - 4228	FIRE HOSE & APPLIANCES	7,249	8,600	10,019	21,709	21,709	21,709
40210 - 4229	WATER SUPPLY MAINTENANCE	738	1,000	-	1,100	1,100	1,100
40210 - 4230	FIREFIGHTING PPE	83,294	84,812	120,193	106,280	106,280	106,280
40210 - 4412	FIRE & EMS TRAINING	23,634	53,088	26,883	40,238	40,238	40,238
40210 - 4602	FIRE EQUIPMENT	43,147	33,365	47,933	55,837	55,837	55,837

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
40210 - 4611	EMS RECERTIFICATION	6,916	22,835	10,438	23,060	23,060	23,060
40210 - 4612	PARAMEDIC & AEMT TUITION	-	-	-	14,000	14,000	14,000
	SUBTOTAL	11,987,236	12,504,667	11,938,933	12,856,346	12,856,346	12,856,346

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
FIRE SUPPRESSION - 40210				
4090	BATTALION CHIEFS (4)	0	335,967	353,645
	CAPTAINS (3)	0	239,260	246,739
	LIEUTENANTS (9)	0	640,252	693,905
	DIRECTOR OF EMS	0	90,374	95,862
	FIREFIGHTER/PARAMEDIC (52)	0	3,109,984	3,313,242
	INSPECTOR (FIREFIGHTER)	0	70,758	72,022
	MECHANIC	0	76,263	81,984
			-----	-----
			4,562,858	4,857,399



## 2024 BUDGET WORKSHEET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4093	Replacement Pay	1,465,849	<p>Replacement shifts for absence due to vacations, sick leave, holidays, accident on duty, open shifts, light duty, military leave, administrative leave, and bereavement.</p> <p>730 Shifts (365 days/yr. x 2 shift/day)</p> <p>17 Shift staffing (members)</p> <hr/> <p>12,410 Total shifts to staff</p> <p>(182.50 Shifts/member)</p> <hr/> <p>3 Year Weighted Average - 1,516,638</p> <p>Overspent in 2022 by \$414,758</p> <p>Overspent in 2021 by \$285,300</p> <p>Overspent in 2020 by \$89,708</p> <p>2022 Expenditure 1,576,508</p>	<p>Replacement shifts for absence due to vacations, sick leave, holidays, accident on duty, open shifts, light duty, military leave, training, administrative leave, and bereavement.</p> <p>730 Shifts (365 days/yr. x 2 shift/day)</p> <p>17 Shift staffing (members)</p> <hr/> <p>12,410 Total shifts to staff</p> <p>(182.50 Shifts/member)</p> <hr/> <p>3 yr. weighted average of leave use: 3,916 shifts/yr.</p> <hr/> <p>3,916 replacement shifts needed @ 546.03 (avg.) = 2,138,136</p> <p>3 Year Weighted Average - 1,423,154</p> <p>Overspent in 2021 by \$285,300</p> <p>Overspent in 2020 by \$89,708</p> <p>Overspent in 2019 by \$177,976</p> <p>2021 Expenditure 1,508,194</p>
4096	Longevity	1,800	<p>Costs are contractual obligations under the collective bargaining agreement.</p> <p>Eligible Employees receive \$200 after 5 years of service and \$40 for each additional year of service. (covers 2 remaining Grandfathered employees)</p>	<p>Costs are contractual obligations under the collective bargaining agreement.</p> <p>Eligible Employees receive \$200 after 5 years of service and \$40 for each additional year of service. (covers 3 remaining Grandfathered employees)</p>

## 2024 BUDGET WORKSHEET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4097 Incentive Pay	705,151	<p>Costs are contractual obligations mandated by the collective bargaining agreement. These benefits are paid for the following certifications and the number of personnel holding that level:</p> <p>Emergency Medical Technician - 73 of 73                      8.00%</p> <p>Advanced Emergency Medical Technician - 59 of 72                      2.50%</p> <p>Firefighter -Level II – 13 of 72                      3.00%</p> <p>Firefighter -Level III – 59 of 72                      4.50%</p>	<p>Costs are contractual obligations mandated by the collective bargaining agreement. These benefits are paid for the following certifications and the number of personnel holding that level:</p> <p>Emergency Medical Technician - 72 of 72                      6.50%</p> <p>Advanced Emergency Medical Technician - 58 of 72                      2.50%</p> <p>Defibrillator Cert – 72 of 72                      1.50%</p> <p>Firefighter -Level II – 20 of 72                      3.00%</p> <p>Firefighter -Level III – 52 of 72                      4.50%</p>
4098 Overtime Pay	257,644	<p>Overtime paid for shift holdovers, emergency callbacks, callbacks to cover stations, major storms, disasters, respond to major incidents. Emergency callbacks are often utilized in conjunction with mutual aid from surrounding communities. We strive to keep 1 Engine and 1 Ambulance staffed (5 personnel – minimum town-wide tactical reserve). Also includes OT expense for officer meetings, training sessions, mechanic, assistant mechanics, Training Committee, EMS Committee, recruit school(s), off site training etc., Administrative support work</p> <p style="text-align: right;">250,044</p> <p>Community Outreach Programs (10 hours / month)                      7,600</p>	<p>Overtime paid for shift holdovers, emergency callbacks, callbacks to cover stations, major storms, disasters, respond to major incidents. Emergency callbacks are often utilized in conjunction with mutual aid from surrounding communities. We strive to keep 1 Engine and 1 Ambulance staffed (5 personnel – minimum town-wide tactical reserve). Also includes OT expense for officer meetings, training sessions, mechanic, assistant mechanics, Training Committee, EMS Committee, recruit school(s), off site training etc.</p> <p style="text-align: right;">188,540</p> <p>Community Outreach Programs (10 hours / month)                      7,600</p>

## 2024 BUDGET WORKSHEET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4110 Holiday Pay	77,245	Lump sum payment provided to firefighting personnel for each holiday not used. It is estimated that on avg. each member will redeem 3.5 of their 12 holiday shifts @ 1/4 of a week's pay per holiday redeemed at straight-time rate.	Lump sum payment provided to firefighting personnel for each holiday not used. It is estimated that on avg. each member will redeem 3.5 of their 12 holiday shifts @ 1/4 of a week's pay per holiday redeemed at straight-time rate.
4225 Breathing Apparatus	18,100	<p>Masks/Regulators &amp; Voice Amp Units 18,100</p> <p>Misc. Includes: maintenance, parts &amp; cyclic hydrostatic testing for 68 units, 132 cylinders &amp; 5 RIT packs, maintenance for 2 cascade systems, air quality tests, fit test machine calibration, and Posi check calibration.</p> <p>The 2024 request reflects \$9,500 worth of SCBA supplies. It also incorporates a 5-year SCBA purchase and testing cycle. Years 1-4 we will purchase a new SCBA and cylinder and in the 5th year we will hydrostatically test all our SCBA cylinders as is legally required. So, from 2023-2026 we will be a new SCBA and cylinder each year and in 2027 we will hydrostatically test all our cylinders. The increase from last year is due to increased equipment prices.</p>	<p>Masks/Regulators &amp; Voice Amp Units 16,500</p> <p>Misc. Includes: maintenance, parts &amp; cyclic hydrostatic testing for 68 units, 132 cylinders &amp; 5 RIT packs, maintenance for 2 cascade systems, air quality tests, fit test machine calibration, and Posi check calibration.</p>

## 2024 BUDGET WORKSHEET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4228	Fire Hose & Appliances	21,709	<p>The 2023 request was \$8,600 Annual cost for replacement of fire hose that reaches 20-year end of life combined with average of hose lengths that are removed from service annually due to damage. Additionally, all equipment and appliances associated with fire hose and its use (nozzles, valves, etc.). This year's request is higher than past years as it is the first year or a replacement program that aims to flatten the cost every year eliminating spikes in future years, additionally it includes a 1-time cost of 10 smooth bore nozzles which will save money moving forward as they are cheaper to replace and have fewer moving parts to break.</p> <p>2.5" Hard Suction Hose 655</p> <p>1.5" Smooth Bore Nozzle &amp; tip x 10 (\$578 ea.) 5,780</p> <p>2.5" Gate Valve x 6 (\$325 ea.) 1,950</p> <p>2.5" Barrell Strainer 179</p> <p>2,000 Feet of hose 13,145</p>	<p>Annual replacements of fire hose that needs to be replaced due to age (20 years) and wear/tear/damaged hose</p> <p>8,600</p>
4229	Water Supply Maintenance	1,100	<p>Items needed to maintain cisterns (8), Dry Hydrants(1), pipes, strainers, caps, signs etc.</p> <p>Repairs to Cisterns 600</p> <p>Misc. Maintenance 500</p>	<p>Items needed to maintain cisterns (8), Dry Hydrants(1), pipes, strainers, caps, signs etc.</p> <p>Repairs to Cisterns 500</p> <p>Misc. Maintenance 500</p>

## 2024 BUDGET WORKSHEET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4230	Firefighting PPE	106,280	Firefighter protective clothing. Includes costs for boots, gloves, hoods and face shields, maintaining compliance with the National Fire Protection Association Firefighting Safety Standard for initial issues as well as replacements (15 sets Coat, Pants, Boots, Hood, Gloves) (\$6,310 each) 94,650 Boots (4 Pair) 2,220 Gloves (10 Pair) 1,190 Hoods (10) 520 Turnout Gear Repairs 5,000 Reflective Vests (6) 630 Helmets (4) 1,520 Personal Flashlight (5) 550	Firefighter protective clothing. Includes costs for boots, gloves, hoods and face shields, maintaining compliance with the National Fire Protection Association Firefighting Safety Standard for initial issues as well as replacements (15 sets Coat, Pants, Boots, Hood, Gloves) (\$5,074 each) 76,110 Boots (4 Pair) 2,140 Gloves (10 Pair) 1,130 Hoods (10) 460 Turnout Gear Repairs 2,500 Reflective Vests (6) 570 Helmets (4) 1,352 Personal Flashlight (5) 550
4412	Fire & EMS Training	40,238		AEMT Course - Single course price 1,500 Paramedic Course (2) 28,000 Instructor Training 3,600 Dues and Subscriptions - EMS 2,148 Outside Training- Classes taught by subject matter experts; cardiologist, respiratory therapist, labor & delivery, ER physicians 10,500
	Account #40200-4412 merged with this account for one Fire & EMS Training account		Internal SFD EMS Continuing Education- Classes taught by subject matter experts; cardiologist, respiratory therapist, labor & delivery, ER physicians 23,500  CPR Training Supplies for SFD EMTs/Medics 1,438	Meeting expenses 300 CPR Training Supplies 2,000 CPR Training-public (offset to revenue 5,040

## 2024 BUDGET WORKSHEET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			All expenses related to training and professional Dues & Subscriptions; NHAFC; IAFC; NH 4,300 State Fireman's Association; NFPA; Training resources	GF 1-3336) All expenses related to training and professional Dues & Subscriptions; NHAFC; IAFC; NH 4,600 State Fireman's Association; NFPA; Training resources
			Outside Training—Off-site training 5,000	Instruction Fees—Costs associated with 15,000 classes at Salem Fire Dept.; Technical rescue training program- Year 3 of 4; Rope Technician class
			Purchase/update resource library 1,000	Outside Training—Off-site training 5,000 Rehab Supplies; water, Gatorade, food 2,500 for member rehab during incidents
			Training prop & building materials 5,000	Meeting Expenses 750 Purchase/update resource library 1,000 Incident Command Training All Hazards 7,895 Training prop & building materials 5,000
4602	Fire Equipment	55,837	Firefighting tools and equipment used in day-to-day Unanticipated equipment 2,000 Annual Equipment Replacement Cycle	Firefighting tools and equipment used in day-to-day Unanticipated equipment 2,500 Annual Equipment Replacement Cycle
			Thermal Imaging Camera x1; establish replacement cycle so all cameras are replaced within the 10 year manufacturer supported window; outside of 10 years the TICs are no longer supported/repairable 9,200	Thermal Imaging Camera x1; establish replacement cycle so all cameras are replaced within the 10 year manufacturer supported window; outside of 10 years the TICs are no longer supported/repairable 8,200
			Gas meter replacement cycle for 4x gas meter (oxygen, LEL, H2S, & CO) meters x2; \$1010 ea. 2,020	Gas meter replacement cycle for 4x gas meter (oxygen, LEL, H2S, & CO) meters x2; \$1010 ea. 2,020

## 2024 BUDGET WORKSHEET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			Gas meter replacement cycle for CO (carbon monoxide)meters x3; 406 ea.	Gas meter replacement cycle for CO (carbon monoxide)meters x3; 406 ea. 1,218
			Gas meter replacement cycle for CL2 (chlorine), HCN (hydrogen cyanide), & NH3 (ammonia) meters x2; 725 ea.	Gas meter replacement cycle for CL2 (chlorine), HCN (hydrogen cyanide), & NH3 (ammonia) meters x2; 670 ea. 1,350
			SCBA cylinder tool adapter x4; \$795 ea.	SCBA cylinder tool adapter x2; \$795 ea. 1,590
			Vulcan Box Flashlights annual replacement for Apparatus x6; \$180 ea.	Vulcan Box Flashlights replacement for Apparatus x6; 180 ea. 1,080
			Life Vest Class III x3; \$69ea.; 8 year annual replacement cycle	Marine unit 1 storage compartment replacement for water rescue equip 400
			Mustang Ice Rescue Suits Replacement cycle. x2; \$928 ea.; 8 year annual replacement cycle	Mustang Ice Rescue Suits Replacement cycle. x4; \$900 ea. 3,600
			Forcible entry door spreader Weddle tool x1	Forcible entry door spreader Weddle tool 1,495
			Class A Foam 20 5-gal. Pails \$107 ea.	Forcible entry tool Hydra-ram replacement cycle 2,200
			APW Fire Extinguisher replacement	APW Fire Extinguisher replacement 167
			Sump-pump water kit; used in community during water events/flooded basements x2; \$250 ea.	Sump-pump water kit; used in community during water events/flooded basements x2; \$200 ea. 400
				Ventilation saw; Replacement cycle x1; \$1,599 ea. 1,599
			Gas Meter Calibration Gases	Chain saw; Replacement cycle x2; \$272 544
			Ground ladders-required annual safety testing, repairs, maintenance	Ground ladders- Duo safety brand; 1- 16' roof ladder; 1-24' ladder; 1- 28' ladder; 1- 35' ladder; 1 attic ladder 5,002
			Life Vest Class V x2 \$199ea.; 8 year annual replacement cycle	

## 2024 BUDGET WORKSHEET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			Inflatable life vest CO2 cartridges x2 \$37 ea.; 3 year annual replacement cycle	74
			Water rescue throw rope & bags x2 \$59 ea.; 10 year annual replacement cycle	118
			Stearns cold water oversize	500
			Snorkel, fins, and mask x4 \$40 ea. set	\$160
			Marine 2 throw ring	127
			Marine 2 dock fender & adjuster	54
			Marine 2 water rescue rope	35
			Marine 2 dock fee	2,400
			Forestry 2 backpack water pump	139
			Forestry 2 fire rake	69
			Portable scene lights x7 \$159 ea.	1,253
			Pike poles x2 \$111 ea.	222
			Salvage covers 12'x18' vinyl 18oz x4 \$184 ea.	736
			TL1 Rope rescue equipment; CMC clutch	4,656
			TTRS kit x1, \$4,216; CMC litter harness	
			Replace inflatable zodiac type boat	10,000
4611	EMS Recertification	23,060	Cost of instructor services for required medical	Cost of instructor services for required medical
			Mandatory continuing education for	Mandatory continuing education for
			Emergency Medical Technicians (14	Emergency Medical Technicians (14
			National Continued Competency	National Continued Competency
			Requirement (NCCR)	Requirement (NCCR)
			NREMT recertification fees	NREMT recertification fees
			Pediatric Advanced Life Support	Pediatric Advanced Life Support
			continuing education	continuing education
			(Above NCCR, NREMT PALS are based on the	(Above NCCR, NREMT PALS are based on the
			number of individuals due)	number of individuals due)



2024 BUDGET WORKSHEET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4612	Paramedic & AEMT Tuition	14,000	Paramedic Provider (1)	14,000

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>FIRE-COMMUNICATIONS</i></b>							
40220 - 4090	REGULAR PAY	190,716	264,432	197,647	293,401	293,401	293,401
40220 - 4092	TEMPORARY PAY	15,029	9,556	-	-	-	-
40220 - 4093	REPLACEMENT PAY	144,794	102,194	188,526	130,828	130,828	130,828
40220 - 4097	INCENTIVE PAY	4,134	4,189	2,996	7,148	7,148	7,148
40220 - 4098	OVERTIME PAY	4,470	3,448	8,243	4,456	4,456	4,456
40220 - 4110	HOLIDAY PAY	13,105	3,122	980	10,287	10,287	10,287
40220 - 4170	RETIREMENT	63,110	52,057	70,100	60,416	60,416	60,416
40220 - 4171	DISABILITY INSURANCE	205	622	558	1,347	1,347	1,347
40220 - 4172	WORKERS' COMPENSATION	659	1,084	981	1,474	1,474	1,474
40220 - 4174	FICA-SOCIAL SECURITY	22,238	29,602	24,204	34,129	34,129	34,129
40220 - 4176	HEALTH INSURANCE	100,849	197,258	83,095	173,406	173,406	173,406
40220 - 4177	UNEMPLOYMENT COMPENSATION	189	234	200	210	210	210
40220 - 4178	LIFE INSURANCE	616	786	596	873	873	873
40220 - 4179	DENTAL INSURANCE	3,023	6,120	2,486	6,930	6,930	6,930
40220 - 4233	DISPATCH CENTER MAINTENANCE	4,457	7,700	9,544	5,700	5,700	5,700
40220 - 4412	TRAINING EXPENSE	758	1,880	1,872	1,880	1,880	1,880
40220 - 4450	TELEPHONE	30,700	35,360	37,709	37,198	37,198	37,198

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
40220 - 4456	RADIO MAINTENANCE	51,584	157,431	267,182	164,754	164,754	164,754
	SUBTOTAL	650,637	877,075	896,920	934,437	934,437	934,437

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
FIRE COMMUNICATIONS - 40220				
4090	COMMUNICATIONS SUPERVISOR	0	66,924	64,260
	DISPATCHERS (5)	0	197,508	229,141
			-----	-----
			264,432	293,401

TOWN OF SALEM NH  
2024 BUDGET WORKSHEET

DEPT NAME - FIRE-COMMUNICATIONS

DEPT # - 40220

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4093	Replacement Pay	130,828	Coverage for dispatcher's vacations, sick leave, personal days, etc. Approx. 408 shifts (3 year weighted leave average) are covered by full time dispatchers or firefighters.	Coverage for dispatcher's vacations, sick leave, personal days, etc. Approx. 408 shifts (3 year weighted leave average) are covered by full time dispatchers or firefighters.
4097	Incentive Pay	7,148	Contractually mandated payments made to full-time dispatchers for certification levels.	Contractually mandated payments made to full-time dispatchers for certification levels.
4098	Overtime Pay	4,456	Overtime paid for emergency callbacks and holdovers to cover dispatch during emergency incidents and includes overtime pay for in-service training/emergency incident critiques.	Overtime paid for emergency callbacks and holdovers to cover dispatch during emergency incidents and includes overtime pay for in-service training/emergency incident critiques.
4110	Holiday Pay	10,287	Anticipation that (5) dispatchers will redeem 3 holidays each at 1/4 week's pay for each shift (15 shifts)	Anticipation that (5) dispatchers will redeem 3 holidays each at 1/4 week's pay for each shift (15 shifts)
4233	Dispatch Center Maintenance	5,700	Includes the cost of maintaining the Town's radio box fire alarm system and repairs to console equipment.	Includes the cost of maintaining the Town's radio box fire alarm system and repairs to console equipment.
			Emergency outside Radio Box Repairs 2,500	Console - Inside Work 2,000 Emergency outside Radio Box Repairs 2,500
			Recorder Maintenance. Contract 2,500	Recorder Maintenance. Contract 2,500
			Traffic Light Repairs 700	Traffic Light Repairs 700
4412	Training Expense	1,880	Professional development training 1,480 APCO Membership 400	Professional development training 1,480 APCO Membership 400
4450	Telephone	37,198	Annual costs for all telephone services: BCN & Partners Communications 34,958 Service (Business Lines, 911 lines, Fax Lines)	Annual costs for all telephone services: BCN & Partners Communications 12,000 Service (Business Lines, 911 lines, Fax Lines)

TOWN OF SALEM NH  
2024 BUDGET WORKSHEET

DEPT NAME - FIRE-COMMUNICATIONS

DEPT # - 40220

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			Wireless Services:	Wireless Services: 18,000
			Cellular Phones (17)	Cellular Phones (17)
			Broadband Communications (air cards)	Broadband Communications (air cards)
			(Includes Inspectional Services, Cardiac	(Includes Inspectional Services, Cardiac
			Monitors, I-Pads etc.)	Monitors, I-Pads etc.)
		2,000	Emergency Repairs, Equipment, Parts,	Emergency Repairs, Equipment, Parts, 2,000
			etc. Maintenance	etc. Maintenance
				Comcast Internet circuit (Recommended
				by IT for FD resiliency, Phones, IT etc.) 3,120
		240	Alarm Monitoring (panic buttons)	Alarm Monitoring (panic buttons) 240
			(moved from Central)	(moved from Central)
4456	Radio Maintenance	164,754	Repairs and maintenance wiring, Radio	Repairs and maintenance wiring, Radio 10,000
			Boxes; Recorder Maintenance, mobile &	Boxes; Recorder Maintenance, mobile &
			portable radios	portable radios
			Mobiles (24)	Mobiles (24)
			Portables (79)	Portables (79)
		1,000	Portable Radio Batteries	Portable Radio Batteries 1,000
		2,500	Lawrence Rd/Howard St. Generators	Lawrence Rd/Howard St. Generators 2,500
		147,004	LMR System Support contract; year 2	LMR System Support contract (covers
			(covers Town wide system (Fire, PD and	Town wide system (Fire, PD and
			Municipal Svc). Multi-year Svc.	Municipal Svc). Multi-year Svc.
			Agreement: yr. 1 = \$143,931; yr. 2 =	Agreement: yr. 1 = \$143,931; yr. 2 =
			\$147,004; yr. 3 = \$150,170; yr. 4 =	\$147,004; yr. 3 = \$150,170; yr. 4 =
			\$153,430; yr. 5 = \$156,788; yr. 6 =	\$153,430; yr. 5 = \$156,788; yr. 6 =
			\$160,245;	\$160,245; current warranty ends Feb 28
				2023
		1,500	Knox system maintenance; covers Town	
			wide system to access to buildings. Knox	
			boxes, Mounts, Keys	
		2,750	Knox Connect Software to support the	
			new Knox Box units	

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>FIRE-STATIONS</i></b>							
40230 -4234	BUILDING SUPPLIES	-	-	-	12,500	12,500	12,500
40230 - 4235	SMALL TOOLS & EQUIP.	11,693	12,757	13,041	10,900	10,900	10,900
40230 - 4237	GAS & OIL	64,075	82,989	75,795	85,706	85,706	85,706
40230 - 4452	BUILDING MAINTENANCE	11,494	12,429	14,697	100	100	100
40230 - 4458	VEHICLE MAINTENANCE	184,894	134,761	169,612	140,000	140,000	140,000
40230 - 4600	OFFICE FURNITURE & APPLIANCES	8,890	2,750	12,398	5,165	5,165	5,165
SUBTOTAL		281,045	245,686	285,543	254,371	254,371	254,371
<b><i>CENTRAL STATION #1</i></b>							
40231 - 4452	BUILDING MAINTENANCE	21,053	24,556	51,811	39,728	39,728	39,728
40231 - 4495	HEAT	8,692	8,764	6,996	9,130	9,130	9,130
40231 - 4496	ELECTRICITY	17,944	19,164	20,135	19,900	19,900	19,900
40231 - 4497	OTHER UTILITIES	2,499	2,668	3,195	2,496	2,496	2,496
SUBTOTAL		50,187	55,152	82,136	71,254	71,254	71,254

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>SOUTH STATION #3</i></b>							
40233 - 4452	BUILDING MAINTENANCE	20,764	11,500	33,080	25,576	25,576	25,576
40233 - 4495	HEAT	11,355	8,925	8,963	11,445	11,445	11,445
40233 - 4496	ELECTRICITY	6,517	5,345	8,870	6,711	6,711	6,711
40233 - 4497	OTHER UTILITIES	890	2,092	1,179	1,208	1,208	1,208
SUBTOTAL		39,526	27,862	52,092	44,940	44,940	44,940
<b><i>NORTH STATION #2</i></b>							
40234 - 4452	BUILDING MAINTENANCE	32,474	17,650	56,412	28,425	28,425	28,425
40234 - 4495	HEAT	13,939	12,255	10,200	13,987	13,987	13,987
40234 - 4496	ELECTRICITY	6,776	6,844	6,814	7,473	7,473	7,473
40234 - 4497	OTHER UTILITIES	454	477	458	437	437	437
SUBTOTAL		53,643	37,226	73,883	50,322	50,322	50,322
TOTAL-STATIONS		424,401	365,926	493,654	420,887	420,887	420,887



## 2024 BUDGET WORKSHEET

DEPT NAME - FIRE-STATIONS

DEPT # - 40230

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4234	Building Supplies	12,500	Supplies and equipment used for building maintenance in all fire stations. Light bulbs, cleansers, paper towels, toilet paper, trash bags, mops, sponges, buffer pads & shop safety equipment, pest control products. Rehab supplies	
4235	Small Tools	10,900	Tools/replacement and specialized equipment used by department mechanic.	Tools/replacement and specialized equipment used by department mechanic.
			Tools/replacement equipment	Tools/replacement equipment
			Subscriptions for Vehicle Diagnostic & Repair Programs	Subscriptions for Vehicle Diagnostic & Repair Programs
			Identifix	Identifix
			Cummins Engines	Cummins Engines
			Engine Code Reading Unit Software update	Engine Code Reading Unit Software update
				Vehicle service ramps
4237	Gas & Oil	85,706	Fuel Estimate: diesel and gasoline (based on 3 yr. weighted avg and 75% increase for 6 months)	Fuel Estimate: diesel and gasoline (based on 3 yr. weighted avg and 75% increase for 6 months)
			DEF, Oils, waste oil, etc. (drums/quarts)	DEF, Oils, waste oil, etc. (drums/quarts)

## 2024 BUDGET WORKSHEET

## DEPT NAME - FIRE-STATIONS

## DEPT # - 40230

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4452	Building Maintenance	100	Building supplies	Supplies and equipment used for building maintenance in all fire stations. Light bulbs, cleansers, paper towels, toilet paper, trash bags, mops, sponges, buffer pads & shop safety equipment, pest control products. Pandemic cleaning supplies continue.
				12,429
4458	Vehicle Maintenance	140,000	This category includes: Parts for repairs done by fire department personnel on 37 pieces of equipment including engine companies, a ladder company, ambulances, support vehicles, utilities vehicles, marine units, and trailers. Services provided by private suppliers, including major repairs and repairs that require special expertise, such as tire mounting, emission tests, spring replacements, and major mechanical repairs & tests e.g. pump tests, ladder testing. Supplies including grease, rags, wax, paints, mechanic overalls, etc. Replacement of tires for Fire Department apparatus, cars & ambulances.	This category includes: Parts for repairs done by fire department personnel on 37 pieces of equipment including engine companies, a ladder company, ambulances, support vehicles, utilities vehicles, marine units, and trailers. Services provided by private suppliers, including major repairs and repairs that require special expertise, such as tire mounting, emission tests, spring replacements, and major mechanical repairs & tests e.g. pump tests, ladder testing. Supplies including grease, rags, wax, paints, mechanic overalls, etc. Replacement of tires for Fire Department apparatus, cars & ambulances.
			140,000	128,761
			Rust repair necessary to keep vehicles on road. (Proposed to be replaced in 2023 CIP)	Rust repair necessary to keep vehicles on road. (Proposed to be replaced in 2023 CIP)
				6,000
4600	Office Furniture & Appliances	5,165	All Appliances, including refrigerators, stoves, dishwashers, washing machines, chairs, dryers and miscellaneous office furniture for all three stations.	All Appliances, including refrigerators, stoves, dishwashers, washing machines, chairs, dryers and miscellaneous office furniture for all three stations.
			5,165	2,750

## 2024 BUDGET WORKSHEET

DEPT NAME - FIRE-CENTRAL STATION #1

DEPT # - 40231

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4452	Building Maintenance		Maintenance and repair costs for Central Fire Station as follows:	Maintenance and repair costs for Central Fire Station as follows:
	Constructed in 1967	39,728	Exhaust System Maintenance 3,250	Exhaust System Maintenance 2,500
			HVAC Maintenance (filters, service etc.) 2,000	HVAC Maintenance (includes duct cleaning, mikeside Tx, odor neut. UV) 3,273
			Electrical Repairs 2,552	Electrical Repairs 2,430
			Plumbing Supplies & Repair 2,468	Plumbing Supplies & Repair 2,470
			Overhead Door Repair 3,729	Overhead Door Repair 3,552
			Building/Grounds Maintenance 8,421	Building/Grounds Maintenance 8,020
			Generator Maintenance 688	Generator Maintenance 655
			Building Decontamination / disinfecting /carpet cleaning 1,100	Building Decontamination / disinfecting 800
			Pest Control 780	Pest Control 756
			State of NH Pressure Vessel Inspection 100	State of NH Pressure Vessel Inspection 100
			Metal security door x2 \$6,026 ea. 12,052	
			Hallway floor 2,588	
4495	Heat	9,130	Heating and air conditioning costs for Central Fire Station.	Heating and air conditioning costs for Central Fire Station. 3 Year weighted average + 50% for 6 months
4496	Electricity	19,900	Electricity costs for Central Fire Station.	Electricity costs for Central Fire Station. 3 Year weighted average + 3%
4497	Other Utilities	2,496	Water and sewer charges.	Water and sewer charges. 3 Year weighted average + 7%

**2024 BUDGET WORKSHEET****DEPT NAME - FIRE-SOUTH STATION #3****DEPT # - 40233**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4452	Building Maintenance	25,576	Maintenance and repair costs for South Fire Station as follows: Exhaust System Maintenance 1,200 HVAC Maintenance (filters & service) 2,000 Electrical Repairs 2,000 Plumbing Supplies & Repair 1,000 Overhead Door Repair 1,200 Building/Grounds Maintenance 3,000 Generator Maintenance 300 Fire Alarm Annual Inspection 300 Sprinkler Annual Inspection 500 Pressure Vessel Inspections State of NH 100 Pest Control 900 Building Decontamination/disinfecting 900 Commercial entry door 6,176 Siding replacement 6,000	Maintenance and repair costs for South Fire Station as follows: Exhaust System Maintenance 1,200 HVAC Maintenance 750 Electrical Repairs 2,000 Plumbing Supplies & Repair 1,000 Overhead Door Repair 1,000 Building/Grounds Maintenance 1,450 Generator Maintenance 300 Fire Alarm Annual Inspection 300 Sprinkler Annual Inspection 450 Pressure Vessel Inspections State of NH 100 Pest Control 875 Building Decontamination/disinfecting 800 Flagpole Replacement 1,275
4495	Heat	11,445	Heating costs for South Fire Station.	Heating costs for South Fire Station. 3 Year weighted average + 50% for 6 months
4496	Electricity	6,711	Electricity costs for South Fire Station .	Electricity costs for South Fire Station . 3 Year weighted average + 3%
4497	Other Utilities	1,208	Water and sewer charges.	Water and sewer charges.

## 2024 BUDGET WORKSHEET

DEPT NAME - FIRE-NORTH STATION #2

DEPT # - 40234

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4452	Building Maintenance		Maintenance and repair costs for North Fire Station as follows:	Maintenance and repair costs for North Fire Station as follows:
	Constructed in 2005	28,425	Exhaust System Maintenance 1,800	Exhaust System Maintenance 1,650
			HVAC Maintenance 4,450	HVAC Maintenance 3,900
			Electrical Repairs 2,200	Electrical Repairs 2,000
			Plumbing Supplies & Repair 1,200	Plumbing Supplies & Repair 1,000
			Overhead Door Repair 2,200	Overhead Door Repair 2,050
			Building/Grounds Maintenance 3,600	Building/Grounds Maintenance 3,100
			Generator Maintenance 400	Generator Maintenance 400
			Fire Alarm Maintenance 700	Fire Alarm Maintenance 450
			Fire Sprinkler Maintenance 600	Fire Sprinkler Maintenance 500
			Septic/Grey Water 400	Septic/Grey Water 250
			Pest Control 1,500	Pest Control 1,500
			Building Decon / disinfecting 900	Building Decon / disinfecting 750
			State of NH Pressure Vessel Inspection 100	State of NH Pressure Vessel Inspection 100
			Replace air compressor 1,515	
			Replace overhead door motors x2 4,770	
			Apparatus bay exhaust fan 590	
			Replace/update apparatus bay LED lights 1,500	
4495	Heat	13,987	Heating costs for North Fire Station.	Heating costs for North Fire Station. 3 Year weighted average + 50% for 6 months
4496	Electricity	7,473	Electricity costs for North Fire Station.	Electricity costs for North Fire Station. 3 Year weighted average + 3%
4497	Other Utilities	437	Water charges 445	Water charges 445 3 Year weighted average + 7%

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>FIRE-INSPECTIONAL SERVICES</i></b>							
40240 - 4090	REGULAR PAY	397,009	457,594	447,295	488,604	488,604	488,604
40240 - 4092	TEMPORARY PAY	77,976	87,515	75,528	99,248	99,248	99,248
40240 - 4170	RETIREMENT	56,284	63,123	61,798	66,110	66,110	66,110
40240 - 4171	DISABILITY INSURANCE	3,731	4,195	4,212	4,385	4,385	4,385
40240 - 4172	WORKERS' COMPENSATION	19,929	19,566	17,713	19,935	19,935	19,935
40240 - 4174	FICA-SOCIAL SECURITY	34,089	41,701	37,510	45,047	45,047	45,047
40240 - 4176	HEALTH INSURANCE	106,540	128,598	126,866	115,219	115,219	115,219
40240 - 4177	UNEMPLOYMENT COMPENSATION	328	280	240	315	315	315
40240 - 4178	LIFE INSURANCE	1,010	856	1,149	1,155	1,155	1,155
40240 - 4179	DENTAL INSURANCE	4,214	3,272	4,789	4,716	4,716	4,716
40240 - 4231	INSPECTIONAL SERVICES SUPPLIE	7,223	2,625	3,571	3,325	3,325	3,325
40240 - 4400	CONTRACTED SERVICES	20,520	43,383	18,745	43,383	43,383	43,383
40240 - 4405	MEMBERSHIPS & PUBLICATIONS	1,144	2,889	525	2,889	2,889	2,889
40240 - 4453	MEETINGS & TRAINING	767	1,500	843	1,500	1,500	1,500
40240 - 4587	RECORDING FEES	-	83	-	83	83	83
40240 -4810	MOSQUITO CONTROL	44,500	52,000	52,343	52,000	52,000	52,000
SUBTOTAL		775,264	909,180	853,127	947,913	947,913	947,913
TOTAL-FIRE		15,087,311	15,849,607	15,362,288	16,333,968	16,333,968	16,333,968

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
FIRE-INSPECTIONAL SERVICES - 40240				
4090	BUILDING OFFICIALS/INSPECTORS (3)	0	238,932	255,459
	HEALTH OFFICER	0	107,354	110,479
	ADMIN. SECRETARY	0	55,205	60,704
	FIRE CLERK	0	56,103	61,962
			-----	-----
			457,594	488,604

## 2024 BUDGET WORKSHEET

DEPT NAME -FIRE - INSPECTIONAL SERVICES

DEPT # - 40240

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4092	Temporary Pay	99,248	2 PT inspectors @ 27 hrs/wk	2 PT inspectors @ 24 hrs/wk
4231	Inspectional Services	3,325		
	Supplies		Inspection/Investigation tools and equipment including evidence collection and photo supplies	Inspection/Investigation tools and equipment including evidence collection and photo supplies
			Fire Prevention/Education Literature	Fire Prevention/Education Literature
			Microbiological and environmental testing and sampling supplies, thermometers, probe wipes, disposable gloves and tracing dye	Microbiological and environmental testing and sampling supplies, thermometers, probe wipes, disposable gloves and tracing dye
4400	Contracted Services	43,383	Environmental testing done at NH Dept. of Environmental Services Lab/Granite State Analytical as confirmation of food borne illnesses and pathogenic contamination of environment including suspected sewage outbreaks. Monthly beach testing samples June through August and re-samples as needed.	Environmental testing done at NH Dept. of Environmental Services Lab as confirmation of food borne illnesses and pathogenic contamination of environment including suspected sewage outbreaks. Monthly beach testing samples June through August and re-samples as needed.
			Estimated 75 samples @ \$35 each.	Estimated 65 samples @ \$35 each.
			Septic Inspections/reviews (offsetting revenue GF 1-3371)	Septic Inspections/reviews (offsetting revenue GF 1-3371)
4405	Memberships & Publications	2,889	Prof. Assn. Memberships:	Prof. Assn. Memberships:
			NH Building Officials Assn	NH Building Officials Assn
			NH Fire Prevention and International Arson Investigators	NH Fire Prevention and International Arson Investigators
			NH Building Officials Support Staff (2)	NH Building Officials Support Staff (2)
			Code Subscriptions Service	Code Subscriptions Service
			NFPA	NFPA



## 2024 BUDGET WORKSHEET

DEPT NAME -FIRE - INSPECTIONAL SERVICES

DEPT # - 40240

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			ICC 145	ICC 145
			N.H. Health Officers Assoc. 45	N.H. Health Officers Assoc. 45
			Granite State Designers and Installers 140	Granite State Designers and Installers 140
4453	Meetings & Training	1,500	ICC Certifications (3) 757	ICC Certifications (3) 757
			Code Training & Continuing Education (7 inspectors & 2 Administrative staff) 500	Code Training & Continuing Education (7 inspectors & 2 Administrative staff) 500
			NH Health Officers Association (Semi-Annual meetings) 198	NH Health Officers Association (Semi-Annual meetings) 198
			Annual Granite State Designers & Installers Conference (1-day) 45	Annual Granite State Designers & Installers Conference (1-day) 45
4587	Recording Fees	83	Deed addendums for in-law and accessory apartments (offsetting revenue GF 1-3260)	Deed addendums for in-law and accessory apartments (offsetting revenue GF 1-3260)
4810	Mosquito Control	52,000	Mosquito surveillance, larviciding and adulticiding. Includes annual permit and special event spraying 48,000	Mosquito surveillance, larviciding and adulticiding. Includes annual permit and special event spraying 48,000
			Targeted Spraying 4,000	Targeted Spraying 4,000

## 2024 BUDGET

DEPT.	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>MUNICIPAL SERVICES SUMMARY</b>						
ADMINISTRATION	434,383	628,873	548,351	543,459	543,459	543,459
GARAGE	84,755	65,594	91,002	84,077	84,077	84,077
FLEET	543,164	686,799	337,801	700,826	700,826	700,826
STREETS/SHOPS	1,300,440	1,596,520	1,354,655	1,669,367	1,669,367	1,669,367
WINTER WEATHER	1,008,744	830,789	1,120,489	1,200,035	1,200,035	1,200,035
SOLID WASTE	1,475,214	1,589,038	1,591,277	1,781,467	1,781,467	1,781,467
PARKS/PROPERTY	633,783	671,021	668,779	739,704	739,704	739,704
ENGINEERING	532,036	795,577	690,471	954,145	954,145	954,145
LIGHTING	576,637	668,797	715,934	647,997	647,997	647,997
TOTAL - MUNICIPAL SERVICES	6,589,157	7,533,008	7,118,760	8,321,077	8,321,077	8,321,077

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>MUNICIPAL SERVICES-ADMINISTRATION</b>							
50100 - 4090	REGULAR PAY	216,599	321,853	315,170	333,595	333,595	333,595
50100 - 4098	OVERTIME PAY	-	44,429	-	-	-	-
50100 - 4170	RETIREMENT	30,454	44,399	43,445	45,136	45,136	45,136
50100 - 4171	DISABILITY INSURANCE	1,592	2,452	2,438	2,486	2,486	2,486
50100 - 4172	WORKERS' COMPENSATION	5,488	10,242	9,201	8,497	8,497	8,497
50100 - 4174	FICA-SOCIAL SECURITY	16,204	24,622	24,315	25,520	25,520	25,520
50100 - 4176	HEALTH INSURANCE	43,390	80,660	56,918	54,807	54,807	54,807
50100 - 4177	UNEMPLOYMENT COMPENSATION	82	105	86	105	105	105
50100 - 4178	LIFE INSURANCE	455	739	737	737	737	737
50100 - 4179	DENTAL INSURANCE	1,320	3,083	2,352	2,401	2,401	2,401
50100 - 4182	CLOTHING ALLOWANCE	12,671	27,198	40,405	27,350	27,350	27,350
50100 - 4200	OFFICE SUPPLIES	584	1,700	873	1,700	1,700	1,700
50100 - 4239	DAM REPAIR & MAINTENANCE	67,020	27,150	22,976	9,150	9,150	9,150
50100 - 4240	FLOOD CONTROL MANAGEMENT	9,100	9,400	9,400	9,400	9,400	9,400
50100 - 4400	CONTRACTED SERVICES	12,013	3,000	3,093	5,000	5,000	5,000
50100 - 4405	MEMBERSHIPS & PUBLICATIONS	560	1,140	788	1,140	1,140	1,140
50100 - 4406	PRINTING & BINDING	337	500	603	500	500	500
50100 - 4423	MEDICAL EXAMINATIONS	2,012	1,958	918	1,958	1,958	1,958
50100 - 4450	TELEPHONE	10,664	10,390	11,331	10,514	10,514	10,514
50100 - 4453	MEETINGS & TRAINING	835	1,455	874	1,455	1,455	1,455

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
50100 - 4459	EQUIPMENT MAINTENANCE	3,004	2,008	2,427	2,008	2,008	2,008
	SUBTOTAL	434,383	628,873	548,351	543,459	543,459	543,459

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
ADMINISTRATION - 50100				
4090	DIRECTOR OF MUNICIPAL SERVICES	0	147,674	151,961
	DEPUTY DIRECTOR MS-DPW	0	112,113	113,550
	ADMIN. ASSISTANT	0	62,066	68,084
			-----	-----
			321,853	333,595

## 2024 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - ADMINISTRATION

DEPT # - 50100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4182	Clothing Allowance	27,350	Clothing and Boot Allowance Contract Requirements (22 Employees)	Contract requirements (22 employees) Initial Issue of uniforms per new CBA
			27,350	27,198
4200	Office Supplies	1,700	Supplies for Public Works Division	Supplies for Public Works Division
			1,700	1,700
4239	Dam Repairs & Maintenance	9,150	Yearly maintenance to 3 dams and 2 flumes Electronic gate system maintenance.	Yearly maintenance to 3 dams and 2 flumes Electronic gate system maintenance.
			4,000	4,000
			1,000	1,000
			4,150	18,000
				4,150
4240	Flood Control Management	9,400	Maintenance of river gauge @ Cowbell Corners (North Salem) cost of 14,900 to be offset by 5,500 from USGS Paid annually, in the Fall, to USGS	Maintenance of river gauge @ Cowbell Corners (North Salem) cost of 14,900 to be offset by 5,500 from USGS Paid annually, in the Fall, to USGS
			9,400	9,400
4400	Contracted Services	5,000	Advertisements and public notices Legal Notices (materials and service bids)	Advertisements and public notices Legal Notices (materials and service bids)
			2,000	2,000
			3,000	1,000
4405	Memberships & Publications	1,140	For membership in professional organizations: NH Public Works Assn Solid Waste Certifications (5 scales @ 96 ea. & 5 operators @ 50 ea.) State scale license APWA Memberships NH Road Agents	For membership in professional organizations: NH Public Works Assn Solid Waste Certifications (5 scales @ 96 ea. & 5 operators @ 50 ea.) State scale license APWA Memberships NH Road Agents
			40	40
			730	730
			180	180
			160	160
			30	30

## 2024 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - ADMINISTRATION

DEPT # - 50100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4406	Printing & Binding	500	Handout notices for road detours, construction projects, etc.	Handout notices for road detours, construction projects, etc.
			Stationary and envelopes	Stationary and envelopes
			500	500
4423	Medical Exams	1,958	Physicals for employees when requested by the Town	Physicals for employees when requested by the Town
			1,958	1,058
4450	Telephone	10,514	Telephone lines, usage, and repairs	Telephone lines, usage, and repairs
			Cell phone service (5)	Cell phone service (5)
			Broadband communications- air cards- GIS tablets (4)	Broadband communications- air cards- GIS tablets (4)
				6,099
				2,771
				1,520
4453	Meetings & Training	1,455	Training programs, UNH T2	Training programs, UNH T2
			HVAC Facility Systems Training	HVAC Facility Systems Training
			680	680
			775	775
4459	Equipment Maintenance	2,008	Copier maintenance / copies	Copier maintenance / copies
			Emergency repairs	Emergency repairs
			2,008	2,008

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>MUNICIPAL SERVICES-GARAGE</b>							
50110 -4400	CONTRACTED SERVICES	-	-	-	16,493	16,493	16,493
50110 - 4401	CLEANING SERVICES	20,600	20,600	20,600	20,900	20,900	20,900
50110 - 4495	HEAT	13,866	13,573	12,847	14,561	14,561	14,561
50110 - 4496	ELECTRICITY	16,330	19,305	19,810	18,819	18,819	18,819
50110 - 4497	OTHER UTILITIES	1,399	958	1,051	1,218	1,218	1,218
50110 - 4498	BUILDING REPAIRS	29,898	11,158	36,693	12,086	12,086	12,086
50110 - 4607	EQUIPMENT	2,662	-	-	-	-	-
	SUBTOTAL	84,755	65,594	91,002	84,077	84,077	84,077



## 2024 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - GARAGE

DEPT # - 50110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4400	Contracted Services	16,493	Building Alarm Replacement Upgrade	3,281
			Building Card Entry System	13,212
4401	Cleaning Services	20,900	Cleaning of building provided by outside contractor.	20,900
				Cleaning of building provided by outside contractor. Based on bid pricing 20,600
4495	Heat	14,561	Heat for building.	Heat for building.
			Natural Gas.	Natural Gas.
				3 Year weighted average + 50% for 6 months
4496	Electricity	18,819	Electricity for Garage	Electricity for Garage
4497	Other Utilities	1,218	Town Water	Town Water 708
			Septic pumping	Septic pumping 250
			Propane for Emergency Generator	Propane for Emergency Generator
4498	Building Repairs	12,086	General maintenance and repairs to DPW buildings and gas system	General maintenance and repairs to DPW buildings and gas system 2,000
			HVAC maintenance contract (6 garage units)	HVAC maintenance contract (6 garage units) 924
			Fuel System Compliance	Fuel System Compliance 1,500
			Pest control (79/mo.)	Pest control (79/mo.) 948
			Fuel System fire suppression testing twice annually (\$300 ea.)	Fuel System fire suppression testing twice annually (\$300 ea.) 600
			Annual maintenance for overhead garage doors	Annual maintenance for overhead garage doors 1,250
			Generator Maintenance	Generator Maintenance 530
			Compressor Maintenance	Compressor Maintenance 275
			Alarm monitoring	Alarm monitoring 174
			Fire Safety Equipment Maintenance	Fire Safety Equipment Maintenance 135

## 2024 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - GARAGE

DEPT # - 50110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			Vehicle Lift Inspection	Carbon Monoxide Detectors
				Vehicle Lift Inspection
				Work Bay Lighting Replacement

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>MUNICIPAL SERVICES-FLEET</b>							
50120 - 4090	REGULAR PAY	66,163	163,759	41,634	170,782	170,782	170,782
50120 - 4098	OVERTIME PAY	9,336	4,309	2,144	4,000	4,000	4,000
50120 - 4170	RETIREMENT	10,615	23,693	5,996	23,650	23,650	23,650
50120 - 4171	DISABILITY INSURANCE	701	1,709	243	1,764	1,764	1,764
50120 - 4172	WORKERS' COMPENSATION	5,479	9,360	7,895	10,785	10,785	10,785
50120 - 4174	FICA-SOCIAL SECURITY	5,524	13,140	3,337	13,371	13,371	13,371
50120 - 4176	HEALTH INSURANCE	35,798	80,660	6,805	110,361	110,361	110,361
50120 - 4177	UNEMPLOYMENT COMPENSATION	67	105	78	105	105	105
50120 - 4178	LIFE INSURANCE	205	486	95	505	505	505
50120 - 4179	DENTAL INSURANCE	948	2,237	89	3,525	3,525	3,525
50120 - 4235	SMALL TOOLS & EQUIPMENT	1,765	2,500	1,726	2,500	2,500	2,500
50120 - 4237	GAS & OIL	104,183	122,841	96,718	97,478	97,478	97,478
50120 - 4400	CONTRACTED SERVICES	1,525	10,000	8,010	10,000	10,000	10,000
50120 - 4456	RADIO MAINTENANCE	470	2,000	-	2,000	2,000	2,000
50120 - 4458	VEHICLE MAINTENANCE	300,386	250,000	163,032	250,000	250,000	250,000
	SUBTOTAL	543,164	686,799	337,801	700,826	700,826	700,826

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
FLEET - 50120				
4090	CHIEF MECHANIC	0	58,355	61,606
	FLEET MECHANIC (2)	0	105,404	109,176
			-----	-----
			163,759	170,782

**2024 BUDGET WORKSHEET****DEPT NAME - MUNICIPAL SERVICES - FLEET****DEPT # - 50120**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4098	Overtime	4,000	Projects not charged back to divisional or departmental accounts. Projects like vehicle inspections, welding, sandblasting and emergency repairs.	Projects not charged back to divisional or departmental accounts. Projects like vehicle inspections, welding, sandblasting and emergency repairs.
4235	Small Tools & Equipment	2,500	Purchase/repair of broken and/or damaged tools	Purchase/repair of broken and/or damaged tools
4237	Gas & Oil	97,478	Fuel Estimate: diesel and gasoline	Fuel Estimate: diesel and gasoline
			Oil, hydraulic fluid, other lubricants, including waste oil disposal	(based on 3 yr. weighted avg and 75% Oil, hydraulic fluid, other lubricants, including waste oil disposal
4400	Contracted Services	10,000	Welding/Fabricating Services	Welding/Fabricating Services
4456	Radio Maintenance	2,000	Annual repairs/maintenance	Annual repairs/maintenance
4458	Vehicle Maintenance	250,000	Vehicle parts for scheduled and emergency repairs to equipment.	Vehicle parts for scheduled and emergency repairs to equipment.

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>MUNICIPAL SERVICES-STREETS/SHOPS</b>							
50130 - 4090	REGULAR PAY	441,845	639,950	374,044	668,598	668,598	668,598
50130 - 4092	TEMPORARY PAY	56,866	33,920	48,919	33,920	33,920	33,920
50130 - 4098	OVERTIME PAY	60,559	47,776	58,731	60,000	60,000	60,000
50130 - 4112	STAND-BY PAY	7,473	13,307	9,018	13,905	13,905	13,905
50130 - 4170	RETIREMENT	87,501	95,623	73,533	100,466	100,466	100,466
50130 - 4171	DISABILITY INSURANCE	4,942	6,631	4,553	6,847	6,847	6,847
50130 - 4172	WORKERS' COMPENSATION	22,708	40,043	35,376	47,905	47,905	47,905
50130 - 4174	FICA-SOCIAL SECURITY	41,420	56,210	35,380	59,396	59,396	59,396
50130 - 4176	HEALTH INSURANCE	197,956	280,850	155,883	284,802	284,802	284,802
50130 - 4177	UNEMPLOYMENT COMPENSATION	572	525	396	505	505	505
50130 - 4178	LIFE INSURANCE	1,413	1,892	1,309	1,984	1,984	1,984
50130 - 4179	DENTAL INSURANCE	6,447	9,870	5,631	9,705	9,705	9,705
50130 - 4201	MAINTENANCE SUPPLIES	1,349	1,274	721	1,274	1,274	1,274
50130 - 4235	SMALL TOOLS & EQUIP.	5,528	3,000	3,547	3,000	3,000	3,000
50130 - 4238	TRAFFIC & STREET SIGNS	16,999	12,500	19,568	15,000	15,000	15,000
50130 - 4241	BRIDGE & RAIL SUPPLIES	4,800	8,339	5,865	8,339	8,339	8,339
50130 - 4242	STREET LINING	70,774	80,000	93,547	90,000	90,000	90,000
50130 - 4244	GRAVEL/CRUSHED STONE	25,168	16,500	24,810	10,500	10,500	10,500
50130 - 4245	BITUMINOUS CONCRETE	14,560	29,500	19,434	29,500	29,500	29,500

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
50130 - 4248	DRAINAGE SUPPLIES	15,925	23,389	17,854	16,000	16,000	16,000
50130 - 4262	SAFETY	4,830	2,396	2,999	2,396	2,396	2,396
50130 - 4266	COLD PATCH	2,392	2,552	2,500	2,552	2,552	2,552
50130 - 4267	CALCIUM CHLORIDE	3,968	4,500	-	4,500	4,500	4,500
50130 - 4400	CONTRACTED SERVICES	123,840	112,060	240,264	128,180	128,180	128,180
50130 - 4440	EQUIPMENT RENTAL	43,847	14,500	19,573	14,500	14,500	14,500
50130 - 4462	TREE REMOVAL	36,757	39,214	61,597	50,000	50,000	50,000
50130 - 4607	EQUIPMENT	-	20,199	39,603	5,593	5,593	5,593
SUBTOTAL		1,300,440	1,596,520	1,354,655	1,669,367	1,669,367	1,669,367

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
STREETS/SHOPS - 50130				
4090	WORKING FOREMEN (2)	0	118,996	138,096
	HEAVY EQUIP. OPERATORS (6)	0	330,400	272,888
	LIGHT EQUIP. OPERATOR (4)	0	190,554	257,614
			-----	-----
			639,950	668,598



## 2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - STREETS / SHOPS

DEPT # - 50130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4092	Temporary Pay	33,920	2 summer employees @ \$16/hr. for 12 weeks doing brush, roadside trash pick up, patching, etc. Police details Police details for catch basin cleaning 3 yr. weighted avg. (47,608)	2 summer employees @ \$16/hr. for 12 weeks doing brush, roadside trash pick up, patching, etc. Police details Police details for catch basin cleaning 3 yr. weighted avg. (31,445)
4098	Overtime	60,000	Emergency overtime and callouts NOT related to snow and ice removal. Sweeping, road problems, wind and rain storms, floods, street line painting, etc. 3 yr. weighted avg. (3,161)	Emergency overtime and callouts NOT related to snow and ice removal. Sweeping, road problems, wind and rain storms, floods, street line painting, etc. 3 yr. weighted avg. (69,538)
4112	Standby	13,905	Year-round on-call foreman assignments, 1 hr./man/day, 1.5 hr./holiday or weekend day 3 yr. weighted avg. (7,999)	Year-round on-call foreman assignments, 1 hr./man/day, 1.5 hr./holiday or weekend day 3 yr. weighted avg. (8,511)
4201	Maintenance Supplies	1,274	Est. cost of maintenance materials (soap, paper products, bug sprays, bulbs, etc.). 3 yr. weighted avg. (1,362)	Est. cost of maintenance materials (soap, paper products, bug sprays, bulbs, etc.). 3 yr. weighted avg. (1,485)
4235	Small Tools & Equipment	3,000	Replacement of small tools and equipment (shovels, picks, tree & brush cutting tools, saw blades, drills, etc.) 3 yr. weighted avg. (4,760)	Replacement of small tools and equipment (shovels, picks, tree & brush cutting tools, saw blades, drills, etc.) 3 yr. weighted avg. (2,840)

## 2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - STREETS / SHOPS

DEPT # - 50130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4238	Traffic & Street Signs	15,000	Repair and clean existing signs. Replace signs due to damage, fading, theft and vandalism. Town of Salem Signature Sign(s) 3 yr. weighted avg. (14,895)	Repair and clean existing signs. Replace signs due to damage, fading, theft and vandalism. Town of Salem Signature Sign(s) 4,500 3 yr. weighted avg. (10,783)
4241	Bridge & Rail Repairs	8,339	Guardrail repairs town wide 3 yr. weighted avg. (6,659)	Guardrail repairs town wide 3 yr. weighted avg. (14,680)
4242	Street Lining	90,000	Cost to paint and/or thermoplastic white and yellow lines, stop bars, zebra striped islands, crosswalks and lane arrows. Also includes in house supplies, paint and glass bead materials. 3 yr. weighted avg. (68,677)	Cost to paint and/or thermoplastic white and yellow lines, stop bars, zebra striped islands, crosswalks and lane arrows. Also includes in house supplies, paint and glass bead materials. 3 yr. weighted avg. (64,705)
4244	Gravel/Crushed Stone	10,500	Construction projects, pipe installations, backfill drain structures Maintenance of gravel roads twice 6,000 yearly, construction projects, and drainage repairs. Road Construction Waste Disposal 4,500 3 yr. weighted avg. (21,281)	Construction projects, pipe installations, backfill drain structures Maintenance of gravel roads twice 12,000 yearly, construction projects, and drainage repairs. Road Construction Waste Disposal 4,500 3 yr. weighted avg. (16,909)
4245	Bituminous Concrete	29,500	DPW hot top operations to repair sections of roads that require attention on a prioritized yearly basis (Asphalt) 3 yr. weighted avg. (17,459) 24,500	DPW hot top operations to repair sections of roads that require attention on a prioritized yearly basis (Asphalt) 3 yr. weighted avg. (25,602) 24,500

## 2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - STREETS / SHOPS

DEPT # - 50130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			Includes add 'l sidewalk maintenance 5,000	Includes add 'l sidewalk maintenance 5,000
4248	Drainage Supplies	16,000	Maintenance and emergency repairs to existing structures. Continue town wide drainage improvements as needed. Supplies required to repair system failures; culvert pipe, pre-cast concrete structures, frames and grates, etc. 3 yr. weighted avg. (15,590)	Maintenance and emergency repairs to existing structures. Continue town wide drainage improvements as needed. Supplies required to repair system failures; culvert pipe, pre-cast concrete structures, frames and grates, etc. 3 yr. weighted avg. (14,627)
4262	Safety	2,396	To comply with NH Department of Labor work place safety requirements and our own safety manual, repair and replace safety equipment on an as needed basis. Barricades, flags, lights, vests, ear/eye protection, safety films, cones and barrels for traffic control. Training on Hazmat, confined space entry, trenching, and other job related requirements. 3 yr. weighted avg. (3,685)	To comply with NH Department of Labor work place safety requirements and our own safety manual, repair and replace safety equipment on an as needed basis. Barricades, flags, lights, vests, ear/eye protection, safety films, cones and barrels for traffic control. Training on Hazmat, confined space entry, trenching, and other job related requirements. 3 yr. weighted avg. (1,863)
4266	Cold Patch	2,552	Cost of materials to make emergency road repairs 3 yr. weighted avg. (2,215)	Cost of materials to make emergency road repairs 3 yr. weighted avg. (2,032)
4267	Calcium Chloride	4,500	For stabilization and dust control of gravel roads during the summer. 3 yr. weighted avg. (3,410)	For stabilization and dust control of gravel roads during the summer. 3 yr. weighted avg. (1,399)
4400	Contracted Services	128,180	Beaver control where public safety is at risk 1,000	Beaver control where public safety is at risk 1,000

## 2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - STREETS / SHOPS

DEPT # - 50130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			Town wide sidewalk/island weed control 14,280	Town wide sidewalk/island weed control 14,280
			Town wide Knotweed Control 8,400	Town wide Knotweed Control 8,400
			Annual catch basin cleaning program (no treat/dispose included) 86,500	Annual catch basin cleaning program (no treat/dispose included) 76,380
			Gravel Road Grading Services 15,000	Gravel Road Grading Services 9,000
			Street Sweeping Services 3,000	Street Sweeping Services 3,000
			3 yr. weighted avg. (107,964)	3 yr. weighted avg. (79,585)
4440	Equipment Rental	14,500	Paving box etc. for in-house hot top operations 8,500	Paving box etc. for in-house hot top operations 8,500
			Large excavator, 10 wheel dump, etc. 6,000	Large excavator, 10 wheel dump, etc. 6,000
			3 yr. weighted avg. (34,561)	3 yr. weighted avg. (14,817)
4462	Tree Removal	50,000	Scheduled and emergency removal of trees. 3 yr. weighted avg. (45,677) 50,000	Scheduled and emergency removal of trees. 3 yr. weighted avg. (60,272) 39,214
4607	Equipment	5,593	Jumping Jack Compactor 3,625	Mower 20,199
			Manhole Magnet Lift 1,968	

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>MUNICIPAL SERVICES-WINTER WEATHER</b>							
50135 - 4090	REGULAR PAY	28,108	-	30,929	-	-	-
50135 - 4092	TEMPORARY PAY	1,444	10,000	-	10,000	10,000	10,000
50135 - 4098	OVERTIME PAY	161,767	205,789	161,978	215,000	215,000	215,000
50135 - 4170	RETIREMENT	26,645	34,488	27,242	29,090	29,090	29,090
50135 - 4172	WORKERS' COMPENSATION	8,065	14,170	12,828	13,883	13,883	13,883
50135 - 4174	FICA-SOCIAL SECURITY	14,864	19,890	17,016	17,213	17,213	17,213
50135 - 4177	UNEMPLOYMENT COMPENSATION	4	25	67	60	60	60
50135 - 4400	CONTRACTED SERVICES	245,523	146,427	398,266	364,789	364,789	364,789
50135 - 4983	WINTER WEATHER OPERATIONS	522,323	400,000	472,163	550,000	550,000	550,000
SUBTOTAL		1,008,744	830,789	1,120,489	1,200,035	1,200,035	1,200,035

**2023 BUDGET WORKSHEET****DEPT NAME - MUNICIPAL SERVICES - WINTER WEATHER****DEPT # - 50135**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4092	Temporary Pay	10,000	Winter laborers, plow operators, snow shovelers	Winter laborers, plow operators, snow shovelers
4098	Overtime	215,000	Emergency overtime and callouts related to snow and ice removal and treatment	Emergency overtime and callouts related to snow and ice removal and treatment
4400	Contracted Services	364,789	Contracted labor for winter weather operations, e.g. plow operators, sanders, salters.	Contracted labor for winter weather operations, e.g. plow operators, sanders, salters.
4983	Winter Weather Operations	550,000	Sand, salt, and other treatments for winter weather operations, as well as equipment, parts, repairs, and all other expenses related to winter weather equipment.	Sand, salt, and other treatments for winter weather operations, as well as equipment, parts, repairs, and all other expenses related to winter weather equipment.

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>MUNICIPAL SERVICES-SOLID WASTE</b>							
50200 - 4090	REGULAR PAY	70,005	71,351	76,340	75,320	75,320	75,320
50200 - 4098	OVERTIME PAY	18,834	16,618	19,855	17,366	17,366	17,366
50200 - 4170	RETIREMENT	12,491	12,050	13,274	12,540	12,540	12,540
50200 - 4171	DISABILITY INSURANCE	646	681	675	700	700	700
50200 - 4172	WORKERS' COMPENSATION	2,444	3,547	3,017	3,791	3,791	3,791
50200 - 4174	FICA-SOCIAL SECURITY	6,735	6,682	7,330	7,090	7,090	7,090
50200 - 4176	HEALTH INSURANCE	16,790	16,790	16,790	16,041	16,041	16,041
50200 - 4177	UNEMPLOYMENT COMPENSATION	38	35	29	35	35	35
50200 - 4178	LIFE INSURANCE	191	212	209	223	223	223
50200 - 4179	DENTAL INSURANCE	519	531	531	531	531	531
50200 - 4400	CONTRACTED SERVICES	1,235,377	1,380,062	1,335,050	1,558,286	1,558,286	1,558,286
50200 - 4406	PRINTING & BINDING	4,035	6,760	8,129	6,760	6,760	6,760
50200 - 4440	EQUIPMENT RENTAL	2,026	500	-	500	500	500
50200 - 4450	TELEPHONE	149	397	177	234	234	234
50200 - 4452	BUILDING MAINTENANCE	6,803	7,839	14,815	7,839	7,839	7,839
50200 - 4459	EQUIPMENT MAINTENANCE	10,943	5,055	-	1,000	1,000	1,000
50200 - 4466	PEST CONTROL	1,288	1,368	1,269	1,600	1,600	1,600
50200 - 4496	ELECTRICITY	1,977	1,560	2,403	2,111	2,111	2,111
50200 - 4633	HAZARDOUS WASTE COLLECTION	60,761	36,000	49,242	40,000	40,000	40,000
50200 - 4648	TESTING	23,162	21,000	42,143	29,500	29,500	29,500

2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
	SUBTOTAL	1,475,214	1,589,038	1,591,277	1,781,467	1,781,467	1,781,467



**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
SOLID WASTE - 50200				
4090	WORKING FOREMAN	0	71,351	75,320
			----- 71,351	----- 75,320

**2024 BUDGET WORKSHEET****DEPT NAME - MUNICIPAL SERVICES - SOLID WASTE****DEPT # - 50200**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4098	Overtime	17,366	Wednesday evenings Saturday replacement due to sick leave, vacation, holidays.	Wednesday evenings Saturday replacement due to sick leave, vacation, holidays.
4400	Contracted Services	1,558,286	Loading, hauling & disposal: (tonnage based on 3 yr wgt'd avg tons) Trash \$120/ton (9,827 tons) 1,179,240 Recyclables (2,029 tons) Load/Haul \$47.61/ton 96,601 Processing/Disposal \$105/ton 213,045 Video Devices \$1500/month avg. 18,000 C&D (offset by permit fee GF 1-3365) 19,000 Scale certification 1,400 Brush Grinder Service 31,000	Loading, hauling & disposal: (tonnage based on 3 yr wgt'd avg tons) Trash \$115/ton (9,302 tons) 1,069,730 Recyclables (2,077 tons) Load/Haul \$46/ton 95,542 Processing/Disposal \$70/ton 145,390 Video Devices \$1500/month avg. 18,000 C&D (offset by permit fee GF 1-3365) 19,000 Scale certification 1,400 Brush Grinder Service 31,000
4406	Printing & Binding	6,760	Permit stickers 8,500 cnt. 3,740 C&D tickets 2,000 cnt 1,300 Scale slips 950 Regulations (hand outs) 770	Permit stickers 8,500 cnt. 3,740 C&D tickets 2,000 cnt 1,300 Scale slips 950 Regulations (hand outs) 770
4440	Equipment Rental	500	Bull dozer, portable scale, etc. 500	Bull dozer, portable scale, etc. 500
4450	Telephone	234	Telephone line charge. 234	Telephone line charge. 397
4452	Building Maintenance	7,839	Paper products, soap 660 Water 535 Scale House Restroom 1,560 Portable Public Toilet 910	Paper products, soap 660 Water 535 Scale House Restroom 1,560 Portable Public Toilet 910

## 2024 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - SOLID WASTE

DEPT # - 50200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			Building repairs 4,000	Building repairs 4,000
			Alarm system monitoring 174	Alarm system monitoring 174
4459	Equipment Maintenance	1,000	Normal maintenance of loader, scale, oil, filters, etc. 1,000	Normal maintenance of loader, scale, oil, filters, etc. 1,000
				Scale repairs
				Stairs for scale house 4,055
4466	Pest Control	1,600	Contractual services (133/mo). Additional Traps 1,600	Contractual services (114/mo). 1,368
4496	Electricity	2,111	Outside lighting. Scale house heat/cooling. Building electricity paid by Hauler under current contract.	Outside lighting. Scale house heat/cooling. Building electricity paid by Hauler under current contract.
4633	Hazardous Waste Collection	40,000	One day collection, in the Fall, of household hazardous waste.	One day collection, in the Fall, of household hazardous waste.
4648	Testing	29,500	Post closure groundwater and methane gas sampling and testing costs at the Shannon Rd site.	Post closure groundwater and methane gas sampling and testing costs at the Shannon Rd site.
			Management/Engineering 16,000	Management/Engineering 12,300
			Testing (gas, groundwater and storm water) 1,4-dioxane includes PFAS Residential 12,500	Testing (gas, groundwater and storm water) 1,4-dioxane includes PFAS Residential 7,700
			Storm water monitoring 1,000	Storm water monitoring 1,000

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>MUNICIPAL SERVICES-PARKS/PROPERTY</b>							
50300 - 4090	REGULAR PAY	277,216	311,128	289,111	331,717	331,717	331,717
50300 - 4092	TEMPORARY PAY	12,132	15,360	21,044	15,360	15,360	15,360
50300 - 4098	OVERTIME PAY	40,049	28,042	47,785	37,000	37,000	37,000
50300 - 4112	STAND BY PAY	7,738	10,165	9,242	8,000	8,000	8,000
50300 - 4170	RETIREMENT	45,695	47,406	47,723	50,968	50,968	50,968
50300 - 4171	DISABILITY INSURANCE	2,885	3,103	3,069	3,219	3,219	3,219
50300 - 4172	WORKERS' COMPENSATION	10,481	18,659	15,842	22,092	22,092	22,092
50300 - 4174	FICA-SOCIAL SECURITY	25,591	27,463	27,897	29,994	29,994	29,994
50300 - 4176	HEALTH INSURANCE	99,248	99,248	99,248	95,594	95,594	95,594
50300 - 4177	UNEMPLOYMENT COMPENSATION	212	214	200	214	214	214
50300 - 4178	LIFE INSURANCE	831	920	909	982	982	982
50300 - 4179	DENTAL INSURANCE	4,010	4,221	4,221	4,221	4,221	4,221
50300 - 4250	MEMORIAL PLANTINGS	3,826	3,000	3,294	3,500	3,500	3,500
50300 - 4252	GROUNDS MAINTENANCE	26,334	20,072	28,595	23,237	23,237	23,237
50300 - 4253	PARK IMPROVEMENTS	7,376	4,000	13,752	6,500	6,500	6,500
50300 - 4258	LUMBER & MATERIALS	857	500	-	500	500	500
50300 - 4262	SAFETY	1,824	300	1,530	300	300	300
50300 - 4400	CONTRACTED SERVICES	16,237	8,000	7,835	8,000	8,000	8,000
50300 - 4402	ENGINEERING SERVICES	-	-	-	35,000	35,000	35,000
50300 - 4450	TELEPHONE	967	1,242	1,377	1,054	1,054	1,054

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
50300 - 4452	BUILDING MAINTENANCE	7,147	5,080	4,053	5,080	5,080	5,080
50300 - 4459	EQUIPMENT MAINTENANCE	2,162	1,500	472	1,500	1,500	1,500
50300 - 4465	EXPANSION & DEVELOPMENT	1,406	500	-	7,422	7,422	7,422
50300 - 4495	HEAT	5,268	6,945	5,175	6,693	6,693	6,693
50300 - 4496	ELECTRICITY	1,966	2,110	1,903	2,186	2,186	2,186
50300 - 4497	OTHER UTILITIES	11,813	14,943	5,223	11,622	11,622	11,622
50300 - 4607	EQUIPMENT	3,537	23,200	16,329	15,204	15,204	15,204
50300 - 4994	SITE REMEDIATION	16,978	13,700	12,950	12,545	12,545	12,545
SUBTOTAL		633,783	671,021	668,779	739,704	739,704	739,704

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
PARKS/PROPERTY - 50300				
4090	WORKING FOREMAN (2)	0	141,085	148,990
	HEAVY EQUIP. OPERATOR	0	62,787	67,830
	LIGHT EQUIP. OPERATOR	0	60,771	64,841
	CUSTODIAN	0	46,485	50,056
			-----	-----
			311,128	331,717

**2024 BUDGET WORKSHEET****DEPT NAME - MUNICIPAL SERVICES - PARKS / PROPERTIES****DEPT # - 50300**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4092	Temporary Pay	15,360	2 employees for 12 weeks @ \$16/hr. 15,360	2 employees for 12 weeks @ \$16/hr. 15,360
4098	Overtime	37,000	Burials on weekends or other overtime situations, also emergency response/callouts and maintenance to public buildings.	Burials on weekends or other overtime situations, also emergency response/callouts and maintenance to public buildings.
4112	Standby	8,000	Year-round on-call foreman assignments, 1 hr./man/day, 1.5 hr./holiday or weekend day	Year-round on-call foreman assignments, 1 hr./man/day, 1.5 hr./holiday or weekend day
4250	Memorial Plantings	3,500	Cost of flowers for the Town to place at Veterans' memorials, exclusive of cemetery. Also includes cost of flowers on lots covered by Trust Funds. Authorized to expend interest only (approx. \$400).	Cost of flowers for the Town to place at Veterans' memorials, exclusive of cemetery. Also includes cost of flowers on lots covered by Trust Funds. Authorized to expend interest only (approx. \$400).
4252	Grounds Maintenance	23,237	Yearly costs to maintain parks and ball fields 4,500 Town wide turf management 16,237 Hydro seeding Pine Grove 2,500 Includes maintenance and repairs of irrigation components.	Yearly costs to maintain parks and ball fields 3,400 Town wide turf management 14,172 Hydro seeding Pine Grove 2,500 Includes maintenance and repairs of irrigation components.
4253	Park Improvements	6,500	Plantings, mulch, flags 4,000 General improvements 2,500	Plantings, mulch, flags 2,500 General improvements 1,500
4258	Lumber & Material	500	Building and remodeling projects, fence repairs, etc. 500	Building and remodeling projects, fence repairs, etc. 500

## 2024 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - PARKS / PROPERTIES

DEPT # - 50300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4262	Safety	300	Cones, barricades, safety glasses, vests, ear and eye protection. 300	Cones, barricades, safety glasses, vests, ear and eye protection. 300
4400	Contracted Services	8,000	General contractor work and labor as needed. 8,000	General contractor work and labor as needed. 8,000
4402	Engineering Services	35,000	Depot Village Master Plan 35,000	
4450	Telephone	1,054	Telephone line charge 2 lines (Cemetery and Parks Building) Cell phone - Working Foreman (2) 1,054	Telephone line charge 2 lines (Cemetery and Parks Building) Cell phone - Working Foreman (2) 844 398
4452	Building Maintenance	5,080	Normal building maintenance for Pine Grove Cemetery, parks building, and other properties. 3,400 HVAC/Burner maintenance. for two bldgs. 1,332 Alarm monitoring (2) 348	Normal building maintenance for Pine Grove Cemetery, parks building, and other properties. 3,400 HVAC/Burner maintenance. for two bldgs. 1,332 Alarm monitoring (2) 348
4459	Equipment Maintenance	1,500	Repairs to equipment that require outside service. Parts for in-house service of lawn mowers, weed whackers and power 1,500	Repairs to equipment that require outside service. Parts for in-house service of lawn mowers, weed whackers and power 1,500
4465	Expansion & Development	7,422	Blasting in Pine Grove Cemetery Rear Expansion Exit Gate 500 6,922	Blasting in Pine Grove Cemetery 500
4495	Heat	6,693	Heating oil for Parks Building	Heating oil for Parks Building



## 2024 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - PARKS / PROPERTIES

DEPT # - 50300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			3 Year weighted average + 50% for 6 months Propane for Cemetery Building 3 Year weighted average + 50% for 6 months	3 Year weighted average + 50% for 6 months Propane for Cemetery Building 3 Year weighted average + 50% for 6 months
4496	Electricity	2,186	Electricity for Parks and Cemetery Buildings	Electricity for Parks and Cemetery Buildings
4497	Other Utilities	11,622	Parks and Cemetery buildings Septic Pumping (4) Town Water Irrigation: Michelle Park, Pine Grove Cemetery	Parks and Cemetery buildings Septic Pumping (4) Town Water Irrigation: Michelle Park, Pine Grove Cemetery
				1,200
				13,743
4607	Equipment	15,204	Leaf Blower Carpet Cleaner	Mower Power Tool Package Backpack Blowers
			8,923 6,281	20,235 1,705 1,260
4994	Site Remediation	12,545	Municipal Underground Storage Tank Compliance Work consists of Line Leak Testing, Annual Compliance Audit, and Project Mgt**  Geotechnical Eng Consultant for: DPW District Court Monthly Inspections (DPW & Court)	Municipal Underground Storage Tank Compliance Work consists of Line Leak Testing, Annual Compliance Audit, and Project Mgt**  Geotechnical Eng Consultant for: DPW Kelley Library District Court Monthly Inspections (DPW & Court)
				1,645 1,465 1,440 8,400
			** Does not include unanticipated parts and physical repairs associated with above testing and audit work	** Does not include unanticipated parts and physical repairs associated with above testing and audit work
			Parts and repairs as needed	Parts and repairs as needed
			750	750

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>MUNICIPAL SERVICES-ENGINEERING</b>							
30100 - 4090	REGULAR PAY	321,090	450,458	414,873	519,840	519,840	519,840
30100 - 4092	TEMPORARY PAY	-	17,048	-	-	-	-
30100 - 4170	RETIREMENT	37,757	62,049	57,197	70,336	70,336	70,336
30100 - 4171	DISABILITY INSURANCE	2,670	3,565	3,416	4,225	4,225	4,225
30100 - 4172	WORKERS' COMPENSATION	17,707	28,017	25,364	31,035	31,035	31,035
30100 - 4174	FICA-SOCIAL SECURITY	23,944	34,460	31,048	39,768	39,768	39,768
30100 - 4176	HEALTH INSURANCE	92,651	165,715	119,990	153,691	153,691	153,691
30100 - 4177	UNEMPLOYMENT COMPENSATION	193	175	110	175	175	175
30100 - 4178	LIFE INSURANCE	956	1,160	1,176	1,394	1,394	1,394
30100 - 4179	DENTAL INSURANCE	2,556	5,334	4,562	5,941	5,941	5,941
30100 - 4182	CLOTHING ALLOWANCE	600	800	800	1,000	1,000	1,000
30100 - 4200	OFFICE SUPPLIES	316	432	165	432	432	432
30100 - 4210	OPERATING SUPPLIES	-	119	1,095	119	119	119
30100 - 4237	GAS & OIL	450	569	676	513	513	513
30100 - 4402	ENGINEERING SERVICES	24,899	20,000	28,035	120,000	120,000	120,000
30100 - 4405	MEMBERSHIPS & PUBLICATIONS	798	1,621	430	1,621	1,621	1,621
30100 - 4406	PRINTING & BINDING	313	132	170	132	132	132
30100 - 4408	VEHICLE EXPENSE	142	208	-	208	208	208
30100 - 4450	TELEPHONE	294	600	300	600	600	600
30100 - 4453	MEETINGS & TRAINING	2,226	2,115	1,059	2,115	2,115	2,115

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
30100 - 4458	VEHICLE MAINTENANCE	2,473	1,000	4	1,000	1,000	1,000
TOTAL		532,036	795,577	690,471	954,145	954,145	954,145

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
ENGINEERING - 30100				
4090	DEPUTY DIRECTOR MS-ENGINEERING	0	115,468	118,096
	SENIOR ENGINEER	0	108,012	110,479
	CAPITAL PROJECTS ENGINEER	0	108,012	110,479
	PROJECT ENGINEER	0	101,918	107,473
	JUNIOR ENGINEER	0	17,048	73,313
			-----	-----
			450,458	519,840

## 2024 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - ENGINEERING

DEPT # - 30100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4182	Clothing Allowance	1,000	Boot allowance per contract (4) 1,000	Boot allowance per contract (4) 800
4200	Office Supplies	432	Misc. paper, pens, clips, envelopes, folders, binders, etc 432	Misc. paper, pens, clips, envelopes, folders, binders, etc 432
4210	Operating Supplies	119	Marking Paint, batteries, paint, field equipment	Marking Paint, batteries, paint, field equipment
4237	Gas & Oil	513	2 vehicles	2 vehicles
4402	Engineering Services	120,000	Outside engineering services as required by various departments. Amount represents small scale schematic or feasibility work on potential projects, studies, minor wetlands assessments, limited easement assistance, survey work, or other general minor technical assistance to the Town. 20,000	Outside engineering services as required by various departments. Amount represents small scale schematic or feasibility work on potential projects, studies, minor wetlands assessments, limited easement assistance, survey work, or other general minor technical assistance to the Town. 20,000
			Main Street (Rite Aid) and Railroad Culvert Engineering Study for FEMA submission 100,000	

## 2024 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - ENGINEERING

DEPT # - 30100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4405	Memberships & Publications	1,621	NH Public Works Association Annual Group Membership 100 American Society of Civil Engineers Annual Membership (Capital Projects Engineer and Projects Engineer) 540 National Society of Professional Engineers Annual Membership (Sr Engineer & Director) 498 NH Professional Engineering License Renewal (Cap. Proj. Eng. & Director) 150 AASHTO/ASCE/AutoCAD/ENR Technical Publications 80 American Public Works Association Annual Membership (Director) 253	NH Public Works Association Annual Group Membership 100 American Society of Civil Engineers Annual Membership (Capital Projects Engineer and Projects Engineer) 540 National Society of Professional Engineers Annual Membership (Sr Engineer & Director) 498 NH Professional Engineering License Renewal (Cap. Proj. Eng. & Director) 150 AASHTO/ASCE/AutoCAD/ENR Technical Publications 80 American Public Works Association Annual Membership (Director) 253
4406	Printing & Binding	132	Large format print paper (4 boxes @ \$33) 132	Large format print paper (4 boxes @ \$33) 132
4408	Vehicle Expense	208	Use of Private Vehicles - mileage 208	Use of Private Vehicles - mileage 208
4450	Telephone	600	Telephone stipend for Director and Cap Projects Eng 600	Telephone stipend for Director and Cap Projects Eng 600

## 2024 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - ENGINEERING

DEPT # - 30100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4453	Meetings & Training	2,115	NHMA Annual Conference (Sr. Engineer & Cap. Proj. Engineer) (2 @ \$ 80) 160 NH Public Works Assoc, UNH Technology Transfer, NH Society of Professional Engineers Trainings 480 (Dir., Sr. Eng., Cap. Proj. Eng., Proj. Eng. – 2 ea) (8 @ \$ 60) American Public Works Association Seminar (Director) – 2 days 1,475	NHMA Annual Conference 160 (Sr. Engineer & Cap. Proj. Engineer) (2 @ \$ 80) NH Public Works Assoc, UNH Technology 480 Transfer, NH Society of Professional Engineers Trainings (Dir., Sr. Eng., Cap. Proj. Eng., Proj. Eng. – 2 ea) (8 @ \$ 60) American Public Works Association 1,475 Seminar (Director) – 2 days
4458	Vehicle Maintenance	1,000	P100, E1 1,000	P100, E1 1,000

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>MUNICIPAL SERVICES-LIGHTING/TRAFFIC</b>							
50400 - 4226	TRAFFIC LIGHT MAINTENANCE	60,254	64,055	58,130	73,055	73,055	73,055
50400 - 4400	CONTRACTED SERVICES	12,750	12,750	76,775	12,750	12,750	12,750
50400 - 4496	ELECTRICITY	503,633	591,992	581,029	562,192	562,192	562,192
TOTAL		576,637	668,797	715,934	647,997	647,997	647,997
TOTAL-MUNICIPAL SERVICES		6,589,157	7,533,008	7,118,760	8,321,077	8,321,077	8,321,077



## 2024 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - LIGHTING / TRAFFIC

DEPT # - 50400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024		EXPLANATION 2023	
4226	Traffic Light/System Maintenance	73,055	Emergency repairs to 30 traffic control systems, 20 flashing lights, 15 school zone lights, and 1 cross walk light	50,055	Emergency repairs to 30 traffic control systems, 20 flashing lights, 15 school zone lights, and 1 cross walk light	50,055
			Repairs to the Opticom	4,000	Repairs to the Opticom	4,000
			ITS/ATMS maintenance	10,000	ITS/ATMS maintenance	10,000
			CMAQ Grant match (10%) Reflective Signal Head Plates	9,000	ITS/ATMS maintenance	10,000
4400	Contracted Services	12,750	ITS/ATMS Monitoring	12,750	ITS/ATMS Monitoring	12,750
4496	Electricity	562,192	2,574 street lights. 30 traffic control systems, 10 flashing lights, 8 school zone lights and 1 cross walk light.		2,574 street lights. 30 traffic control systems, 10 flashing lights, 8 school zone lights and 1 cross walk light.	
			Electricity	562,192	Electricity	541,992
					Streetlight changeovers (final phase)	50,000

## 2024 BUDGET

DEPT.	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>HUMAN SERVICES SUMMARY</i></b>						
ADMINISTRATION	133,920	136,682	125,005	138,348	138,348	138,348
DIRECT ASSISTANCE	3,477	34,900	500	34,900	34,900	34,900
OUTSIDE HUMAN SERVICES	105,000	105,500	104,500	106,300	106,300	106,300
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TOTAL - HUMAN SERVICES	242,397	277,082	230,005	279,548	279,548	279,548

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>HUMAN SERVICES - ADMINISTRATION</b>							
60100 - 4090	REGULAR PAY	84,231	86,296	75,873	88,802	88,802	88,802
60100 - 4170	RETIREMENT	11,843	11,905	11,679	12,014	12,014	12,014
60100 - 4171	DISABILITY INSURANCE	745	757	756	768	768	768
60100 - 4172	WORKERS' COMPENSATION	155	242	219	293	293	293
60100 - 4174	FICA-SOCIAL SECURITY	6,264	6,602	5,630	6,793	6,793	6,793
60100 - 4176	HEALTH INSURANCE	29,350	29,350	29,350	28,206	28,206	28,206
60100 - 4177	UNEMPLOYMENT COMPENSATION	38	35	30	35	35	35
60100 - 4178	LIFE INSURANCE	294	294	294	262	262	262
60100 - 4179	DENTAL INSURANCE	852	871	871	871	871	871
60100 - 4200	OFFICE SUPPLIES	98	200	253	124	124	124
60100 - 4453	MEETINGS & TRAINING	50	130	50	180	180	180
SUBTOTAL		133,920	136,682	125,005	138,348	138,348	138,348

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
HUMAN SERVICES ADMINISTRATION - 60100				
4090	HUMAN SERVICES DIRECTOR	0	86,296	88,802
			----- 86,296	----- 88,802

## 2024 BUDGET WORKSHEET

DEPT NAME - HUMAN SERVICES - ADMINISTRATION

DEPT # - 60100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4200	Office Supplies	124	Paper, pens, tape, file folders, misc supplies. Copier expenses.	Paper, pens, tape, file folders, misc supplies. Copier expenses.
4453	Meetings & Training	180	NH Local Welfare Admin. Dues (x2) 100	NH Local Welfare Admin. Dues 50
			NH Welfare Admin Conf. 40	NH Welfare Admin Conf. 40
			Workshops: Domestic Violence, Child Abuse and Neglect, Legal Assistance 40	Workshops: Domestic Violence, Child Abuse and Neglect, Legal Assistance 40
			Workshop on low income issues, etc.	Workshop on low income issues, etc.

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>DIRECT ASSISTANCE</i></b>							
60110 - 4433	OTHER ASSISTANCE	1,000	7,500	-	7,500	7,500	7,500
60110 - 4434	MEDICAL	-	400	-	400	400	400
60110 - 4437	FOOD	79	4,000	-	4,000	4,000	4,000
60110 - 4438	RENT	2,398	18,000	500	18,000	18,000	18,000
60110 - 4439	UTILITIES	-	5,000	-	5,000	5,000	5,000
SUBTOTAL		3,477	34,900	500	34,900	34,900	34,900

**2024 BUDGET WORKSHEET****DEPT NAME - HUMAN SERVICES - DIRECT ASSISTANCE****DEPT # - 60110**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4433	Other Assistance	7,500	Vouchers provided for transportation, burials, clothing, and other emergency aid.	Vouchers provided for transportation, burials, clothing, and other emergency aid.
4434	Medical	400	Covers prescriptions, dental and emergency medical assistance.	Covers prescriptions, dental and emergency medical assistance.
4437	Food	4,000	Vouchers for food purchases for Town Residents.	Vouchers for food purchases for Town Residents.
4438	Rent	18,000	Payments for rent, emergency housing, and security deposits of eligible clients. Rental costs continue to increase and vacancies are very low.	Payments for rent, emergency housing, and security deposits of eligible clients. Rental costs continue to increase and vacancies are very low.
4439	Utilities	5,000	Covers fuel costs such as oil, gas, electric and water bills.	Covers fuel costs such as oil, gas, electric and water bills.

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>OUTSIDE HUMAN SERVICES</i></b>							
60200 - 4814	BOYS & GIRLS CLUB	15,500	15,500	15,500	15,500	15,500	15,500
60200 - 4856	BRIDGES	500	1,000	-	-	-	-
60200 - 4894	CART (was MANCHESTER TRANSIT	47,000	47,000	47,000	48,800	48,800	48,800
60200 - 4920	SOUTHERN NH SERVICES (ROCK C	10,000	10,000	10,000	10,000	10,000	10,000
60200 - 4926	GREATER SALEM CAREGIVERS	17,000	17,000	17,000	17,000	17,000	17,000
60200 - 4937	ROCKINGHAM NTR, MEALS ON WHI	15,000	15,000	15,000	15,000	15,000	15,000
	SUBTOTAL	105,000	105,500	104,500	106,300	106,300	106,300



## 2024 BUDGET WORKSHEET

DEPT NAME - HUMAN SERVICES - OUTSIDE HUMAN SERVICES

DEPT # - 60200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4814	Boys & Girls Club	15,500	Mission: "To inspire and enable all young people, especially those who need us the most, to realize their full potential as productive, caring citizens."	Mission: "To inspire and enable all young people, especially those who need us the most, to realize their full potential as productive, caring citizens." In 2021, <b>681 children were granted \$145,936 In-House Financial Aid.</b>
4894	CART - Manchester Transit Authority	48,800	Mission: "To provide public transit services." The majority of riders are seniors, disabled and low income residents.	Mission: "To provide public transit services." The majority of riders are seniors, disabled and low income residents. In 2021, 4019 trips were provided, 23,225 miles were driven.
4920	Southern NH Services (was Rock Cty Cmnty	10,000	Mission: "To prevent, reduce and work towards the elimination of poverty."	Mission: "To prevent, reduce and work towards the elimination of poverty." In 2021 638 homes given \$479,441 for fuel, 46 food pantries, 439 with electric help. Total aided \$1,322,037 Emergency Rental aid given was \$561,386 to 112 Salem families.
4926	Greater Salem Caregivers	17,000	Mission: "To provide supplemental assistance to adults who are home bound."	Mission: "To provide supplemental assistance to adults who are home bound." 233 residents aided with rides, shopping, and wellness checks. 39,040 miles were driven.
4937	Rockingham NTR, Meals on Wheels	15,000	Mission: "To provide nutritious meals, safety and support to residents to maintain their health, well-being and independence."	Mission: "To provide nutritious meals, safety and support to residents to maintain their health, well-being and independence." In 2021, <b>36,429 meals were delivered, 587 group meals provided at a total value of \$315,150.</b>

**2024 BUDGET**

DEPT.	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>COMMUNITY SERVICES SUMMARY</b>						
ADMINISTRATION	565,798	592,021	455,452	560,565	560,565	560,565
INGRAM SENIOR CENTER	58,537	53,272	75,813	54,609	54,609	54,609
FACILITIES	12,922	8,571	8,186	11,427	11,427	11,427
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TOTAL - COMMUNITY SERVICE	637,258	653,864	539,450	626,601	626,601	626,601

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>COMMUNITY SERVICES-ADMINISTRATION</b>							
60400 - 4090	REGULAR PAY	300,074	326,321	266,707	330,010	330,010	330,010
60400 - 4092	TEMPORARY PAY	51,181	71,358	33,172	47,516	47,516	47,516
60400 - 4098	OVERTIME PAY	262	-	1,357	500	500	500
60400 - 4170	RETIREMENT	42,219	45,016	37,891	44,718	44,718	44,718
60400 - 4171	DISABILITY INSURANCE	2,970	3,161	2,696	3,155	3,155	3,155
60400 - 4172	WORKERS' COMPENSATION	5,478	7,720	6,758	8,146	8,146	8,146
60400 - 4174	FICA-SOCIAL SECURITY	27,387	30,420	23,508	28,919	28,919	28,919
60400 - 4176	HEALTH INSURANCE	75,901	75,150	52,671	64,807	64,807	64,807
60400 - 4177	UNEMPLOYMENT COMPENSATION	255	308	204	245	245	245
60400 - 4178	LIFE INSURANCE	845	886	763	985	985	985
60400 - 4179	DENTAL INSURANCE	3,615	3,461	3,151	3,272	3,272	3,272
60400 - 4182	CLOTHING ALLOWANCE	666	502	977	502	502	502
60400 - 4200	OFFICE SUPPLIES	1,003	900	468	900	900	900
60400 - 4210	OPERATING SUPPLIES	10,159	8,908	7,990	8,908	8,908	8,908
60400 - 4237	GAS & OIL	460	400	145	400	400	400
60400 - 4400	CONTRACTED SERVICES	27,875	9,500	9,200	11,650	11,650	11,650
60400 - 4405	MEMBERSHIPS & PUBLICATIONS	420	450	255	450	450	450
60400 - 4406	PRINTING & BINDING	-	-	170	-	-	-
60400 - 4408	VEHICLE EXPENSE	926	625	507	625	625	625
60400 - 4410	ADVERTISING	544	-	1,315	-	-	-

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
60400 - 4450	TELEPHONE	1,568	1,524	1,626	1,446	1,446	1,446
60400 - 4453	MEETINGS/TRAINING	1,931	3,340	2,672	1,340	1,340	1,340
60400 - 4458	VEHICLE MAINTENANCE	75	250	53	250	250	250
60400 - 4459	EQUIPMENT MAINTENANCE	2,801	1,821	1,196	1,821	1,821	1,821
60400 - 4600	OFFICE FURNITURE & EQUIPMENT	2,460	-	-	-	-	-
60400 - 4720	COMMUNITY SERVICES VEHICLES	4,721	-	-	-	-	-
SUBTOTAL		565,798	592,021	455,452	560,565	560,565	560,565

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
COMMUNITY SERVICES ADMINISTRATION - 60400				
4090	COMMUNITY SERVICES DIRECTOR	0	94,501	106,232
	SENIOR CENTER COORDINATOR (2)	0	129,434	122,413
	COMMUNITY SERVICES CLERK	0	47,640	53,205
	CUSTODIAN	0	54,746	48,160
			-----	-----
			326,321	330,010

## 2024 BUDGET WORKSHEET

DEPT NAME - COMMUNITY SERVICES - ADMINISTRATION

DEPT # - 60400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4092	Temporary Pay	47,516	Recreation Coordinator 47,516	Recreation Coordinator 46,176 Beach Staff 25,182
4098	Overtime	500	Overtime as needed for Summer help 500	Overtime as needed for Summer help
4182	Clothing Allowance	502	Custodian/AFSCME contract Initial Issue of uniforms per new CBA 502	Custodian/AFSCME contract Initial Issue of uniforms per new CBA 502
4200	Office Supplies	900	Miscellaneous office supplies 900 Pens, pencils, adding machine tape, paper, masking tape, poster board, small staples, markers, clip boards, laminating, 3 office chairs walkway signs (icy/temp) and calendars.	Miscellaneous office supplies 900 Pens, pencils, adding machine tape, paper, masking tape, poster board, small staples, markers, clip boards, laminating, and calendars.
4210	Operating Supplies	8,908	ASCAP (license to play music) 390 Activities, programs and volunteer supplies, coffee, etc. Fishing Derby: 1,250 Fish, ribbons, trophies, prizes (Funds are in addition to annual donation of 1,000 from Salem Rotary for Fish) Staff T-Shirts 518 Equipment: 750 Lifeguard saving devices, first aid supplies, ice packs  Halloween Party: 1,500 Candy, prizes, games, entertainment 4,500 Volunteer appreciation lunch (150 vol)	ASCAP (license to play music) 390 Activities, programs and volunteer supplies, coffee, etc, >COA/donations Fishing Derby: 1,250 Fish, ribbons, trophies, prizes (Funds are in addition to annual donation of 1,000 from Salem Rotary for Fish) Staff T-Shirts 518 Equipment: 750 Lifeguard saving devices, first aid supplies, ice packs  Halloween Party: 1,500 Candy, prizes, games, entertainment 4,500 Volunteer appreciation lunch (150 Vol)

## 2024 BUDGET WORKSHEET

DEPT NAME - COMMUNITY SERVICES - ADMINISTRATION

DEPT # - 60400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4237	Gas & Oil	400	Gas & Oil	400
4400	Contracted Services	11,650	Portable toilets: 11,650 Michele Memorial Park Tennis Courts (2), DiBenedetto (Shannon) (2), Morse Soccer (2), Field of Dreams (3), Palmer (1),Wal-Mart (1), Hedgehog Park (3)	Portable toilets: 9,500 Michele Memorial Park Tennis Courts (1), DeBenedetto (Shannon) (1), Morse Soccer (2), Field of Dreams (2-3), Palmer (1),Wal-Mart (1), Hedgehog Park (1-2)
4405	Membership & Publications	450	New Hampshire Recreation Park Association (2) 150 US Tennis Association 65 National Rec & Park Assoc 170 New England Park Association 25 NH Assoc. of Senior Centers 40	New Hampshire Recreation Park Association (2) 150 US Tennis Association 65 National Rec & Park Assoc 170 New England Park Association 25 NH Assoc. of Senior Centers 40
4408	Vehicle expense	625	Mileage reimbursement @ .625 625 Includes Custodian, Director, and Program Coordinator (1k Miles)	Mileage reimbursement @ .625 625 Includes Custodian, Director, and Program Coordinator (1k Miles)
4450	Telephone	1,446	Telephone Service: Hedgehog Park and Community Services 1,446 Office Cell phone service for Director	Telephone Service: Hedgehog Park and Community Services 1,104 Office Cell phone service for Director 420
4453	Meetings/Training	1,340	NH Assoc. of Senior Centers 140  Seminars 500	NH Assoc. of Senior Centers 140 NRPA Conference (reg. fee, hotel, flights, meal plan) 2,100 Seminars 400

## 2024 BUDGET WORKSHEET

DEPT NAME - COMMUNITY SERVICES - ADMINISTRATION

DEPT # - 60400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			Training for summer staff 200	Training for summer staff 200
			Certification for staff (CPRP) 500	Certification for staff (CPRP) 500
4458	Vehicle Maintenance	250	Repairs and maintenance to van 250	Repairs and maintenance to van 250
4459	Equipment Maintenance	1,821	Annual Piano Tuning (2) 180	Annual Piano Tuning (2) 180
			Copier Maintenance & Overages 1,641	Copier Maintenance & Overages 1,641
			(Leased copier in 2017)	(Leased copier in 2017)



## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>COMMUNITY SERVICES-INGRAM SENIOR CENTER</b>							
60430 - 4201	MAINTENANCE SUPPLIES	4,745	2,700	4,442	2,700	2,700	2,700
60430 - 4452	BUILDING MAINTENANCE	23,493	21,715	41,495	19,215	19,215	19,215
60430 - 4457	GROUNDS MAINTENANCE	774	1,300	1,210	1,300	1,300	1,300
60430 - 4495	HEAT	13,674	11,833	10,138	14,331	14,331	14,331
60430 - 4496	ELECTRICITY	14,741	14,690	17,072	16,000	16,000	16,000
60430 - 4497	OTHER UTILITIES	1,111	1,034	1,456	1,063	1,063	1,063
SUBTOTAL		58,537	53,272	75,813	54,609	54,609	54,609

## 2024 BUDGET WORKSHEET

DEPT NAME - COMMUNITY SERVICES - INGRAM SENIOR CENTER

DEPT # - 60430

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4201	Maintenance Supplies	2,700	Paper towels, toilet tissue, hand soap, deodorizers, trash bags, cleaning supplies (floor, window, carpet, furniture), etc.	Paper towels, toilet tissue, hand soap, deodorizers, trash bags, cleaning supplies (floor, window, carpet, furniture), etc.
4452	Building Maintenance	19,215	Pest Control (do own-supplies) 275 Alarm annual monitoring service 192 HVAC annual maintenance 4,608 HVAC repairs 6,500 Elevator annual maintenance 1,280 Elevator annual Insp.(East Coast) 150 Elevator annual State test 50 Painting 350 Misc. building repairs, supplies 2,000 Fire Alarm annual inspection 1,300 Kitchen equip maintenance/repairs 250 Parking lot lights/bulbs 250 Generator Maintenance 500 Building pressure washing 500 Fire system/burglar alarm repairs 510 Tools 500	Pest Control (do own-supplies) 150 Alarm annual monitoring service 192 HVAC annual maintenance 4,608 HVAC repairs 5,910 Elevator annual maintenance 1,280 Elevator annual Insp.(East Coast) 150 Elevator annual State test 50 Painting 350 Misc. building repairs, supplies 2,000 Fire Alarm annual inspection 1,300 Kitchen equip maintenance/repairs 250 Parking lot lights/bulbs 250 Generator Maintenance 500 Building pressure washing 500 Fire system/burglar alarm repairs 510
4457	Grounds Maintenance	1,300	Fertilizer, lawn supplies, mulch, ice melt, parking lot paint 500 Sprinkler system fall drain, spring open 200 Maintenance of grounds equipment (tune-up's for lawn mower and snow blower) 600	Fertilizer, lawn supplies, mulch, ice melt, parking lot paint 500 Sprinkler system fall drain, spring open 200 Maintenance of grounds equipment (tune-up's for lawn mower and snow blower) 600
4495	Heat	14,331	Natural gas	8,123 therms at \$1.37/therm natural gas

## 2024 BUDGET WORKSHEET

DEPT NAME - COMMUNITY SERVICES - INGRAM SENIOR CENTER

DEPT # - 60430

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4496	Electricity	16,000	Electricity for building	Level funded
4497	Other Utilities	1,063	Water, sewer, back-flow inspection	Water, sewer, back-flow inspection Level funded
				1,501

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>COMMUNITY SERVICES-RECREATIONAL FACILITIES</b>							
60450 - 4452	BUILDING MAINTENANCE	11,559	6,000	6,444	9,900	9,900	9,900
60450 - 4496	ELECTRICITY	1,363	1,537	1,742	1,527	1,527	1,527
60450 - 4497	OTHER UTILITIES	-	1,034	-	-	-	-
	SUBTOTAL	12,922	8,571	8,186	11,427	11,427	11,427
	TOTAL-COMMUNITY SERVICES	637,258	653,864	539,450	626,601	626,601	626,601

## 2024 BUDGET WORKSHEET

DEPT NAME - COMMUNITY SERVICES - RECREATIONAL FACILITIES

DEPT # - 60450

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4452	Building Maintenance	9,900	Supplies for Hedgehog Park (maintenance, repairs, etc.) Hedgehog Park/Beach: -Signs-Rules & Regulations -Sand -Picnic Tables ADA 8'X2 (\$1300), 6' X2 (2K) Shed @ Michele Memorial Tennis net	400 Supplies for Hedgehog Park (maintenance, sanitary supplies, repairs, etc.) Hedgehog Park/Beach: -Signs-Rules & Regulations -Sand -Picnic Tables -Ramp Repair Tennis net Skate park
			400 400 1,000 1,300 1,500 4,000 200 10,000	
4496	Electricity	1,527	Hedgehog Park & Millville, and Palmer Field	Hedgehog Park & Millville, and Palmer Field

## 2024 BUDGET

DEPT.	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>LIBRARY SUMMARY</i></b>						
ADMINISTRATION	1,444,166	1,585,367	1,458,029	1,586,673	1,586,673	1,586,673
BUILDING	79,464	84,639	83,842	87,050	87,050	87,050
TOTAL - LIBRARY	1,523,631	1,670,006	1,541,872	1,673,723	1,673,723	1,673,723

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>LIBRARY-ADMINISTRATION</i></b>							
70100 - 4090	REGULAR PAY	688,224	752,453	707,816	771,709	771,709	771,709
70100 - 4092	TEMPORARY PAY	128,052	144,243	115,066	147,448	147,448	147,448
70100 - 4114	ANNUAL SICK LEAVE BUY-BACK	4,571	1,056	1,615	2,950	2,950	2,950
70100 - 4170	RETIREMENT	96,050	104,475	92,981	104,810	104,810	104,810
70100 - 4171	DISABILITY INSURANCE	7,091	7,490	7,388	7,593	7,593	7,593
70100 - 4172	WORKERS' COMPENSATION	2,641	4,136	3,744	3,042	3,042	3,042
70100 - 4174	FICA-SOCIAL SECURITY	62,245	68,970	62,540	70,541	70,541	70,541
70100 - 4176	HEALTH INSURANCE	202,267	226,778	207,840	195,257	195,257	195,257
70100 - 4177	UNEMPLOYMENT COMPENSATION	724	818	638	827	827	827
70100 - 4178	LIFE INSURANCE	1,719	1,821	1,798	1,862	1,862	1,862
70100 - 4179	DENTAL INSURANCE	8,202	8,727	8,722	8,727	8,727	8,727
70100 - 4200	OFFICE SUPPLIES	974	1,000	426	1,000	1,000	1,000
70100 - 4210	OPERATING SUPPLIES	12,257	10,656	10,630	10,997	10,997	10,997
70100 - 4257	MATERIALS OF TRADE	149,004	161,790	145,031	166,862	166,862	166,862
70100 - 4400	CONTRACTED SERVICES	59,775	66,487	67,302	68,234	68,234	68,234
70100 - 4404	AUDIT	730	730	730	730	730	730
70100 - 4405	MEMBERSHIPS & PUBLICATIONS	35	35	35	35	35	35
70100 - 4406	PRINTING & BINDING	190	250	-	250	250	250

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
70100 - 4408	VEHICLE EXPENSE	330	317	514	426	426	426
70100 - 4450	TELEPHONE	5,732	3,697	3,156	3,579	3,579	3,579
70100 - 4451	POSTAGE	415	579	1,323	759	759	759
70100 - 4453	MEETINGS & TRAINING	665	750	673	750	750	750
70100 - 4459	EQUIPMENT MAINTENANCE	-	250	955	250	250	250
70100 - 4600	OFFICE FURNITURE & EQUIP.	476	7,453	7,047	7,453	7,453	7,453
70100 - 4608	PUBLIC FURNITURE & EQUIP.	5,429	3,406	4,233	3,582	3,582	3,582
70100 - 4885	PROGRAMMING	6,369	7,000	5,825	7,000	7,000	7,000
	SUBTOTAL	1,444,166	1,585,367	1,458,029	1,586,673	1,586,673	1,586,673



**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
LIBRARY ADMINISTRATION - 70100				
4090	DIRECTOR	0	99,130	101,623
	ASST. DIRECTOR	0	78,510	79,846
	HEAD OF INFORMATION SERVICES	0	67,609	69,317
	SUPPLY CHAIN MANAGER	0	55,002	56,395
	HEAD OF USER SERVICES	0	60,232	64,367
	ASST YOUTH SERVICES LIBRARIAN (2)	0	110,488	108,016
	TECH SRVS LIBRARIAN	0	59,309	63,346
	LIBRARY ASST.-CIRCULATION (4)	0	168,355	173,629
	SENIOR CUSTODIAN	0	53,818	55,170
			-----	-----
			752,453	771,709

**2024 BUDGET WORKSHEET****DEPT NAME - LIBRARY - ADMINISTRATION****DEPT # - 70100**

<b>ACCT ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4092 Temporary Pay	147,448	Page (1) Multifunctional P/T (7) Library Assistants (2) Reference technician (1) P/T Cleaner (1) 2.5% COLA are included as part of the operating budget.	Page (1) Multifunctional P/T (7) Library Assistants (2) Reference technician (1) P/T Cleaner (1) 2.5% COLA are included as part of the operating budget.
4114 Annual Sick Leave Buy Back	2,950	Payment to eligible employees for 50% of sick days remaining over maximum (72) at year end.	Payment to eligible employees for 50% of sick days remaining over maximum (72) at year end.
4200 Office Supplies	1,000	General office supplies.	General office supplies.
4210 Operating Supplies	10,997	Library supplies such as barcodes, date due cards, plastic albums to circulate media.	Library supplies such as barcodes, date due cards, plastic albums to circulate media.
4257 Materials of Trade	166,862	Collections of print & non-print materials. Increase due to the cost of books, DVDs and other Material of Trade. \$1,650 worth of materials will be offset by restricted trusts, following the restrictions of the trusts. Pursuant to RSA, these expenditures must be included in the operating budget.	Collections of print & non-print materials. Increase due to the cost of books, DVDs and other Material of Trade. \$1,650 worth of materials will be offset by restricted trusts, following the restrictions of the trusts. Pursuant to RSA, these expenditures must be included in the operating budget.

## 2024 BUDGET WORKSHEET

DEPT NAME - LIBRARY - ADMINISTRATION

DEPT # - 70100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4400	Contracted Services	68,234	1) GMILCS annual membership 45,256 2) IT Independent contract 8,957 3) Internet provider, webpage and email 3,295  4) Event calendar 1,219 5) Stationary IP address 199 6) Copier rental 4,599 7) Constant Contact/Wowbrary 899 8) Time Management public PCs 425 9) Scheduling software 629 10) Virus protection - PCs/firewall 859 11) Misc. licenses 1,198 12)Princh 699	1) GMILCS annual membership 43,837 2) IT Independent contract 8,897 3) Internet provider, webpage and email 3,251  4) Event calendar 1,179 5) Stationary IP address 179 6) Copier rental 4,599 7) Constant Contact/Wowbrary 899 8) Time Management public PCs 379 9) Scheduling software 595 10) Virus protection - PCs/firewall 795 11) Misc. licenses 1,178 12)Princh 699
4404	Audit	730	Annual Financial Audit.	Annual Financial Audit.
4405	Memberships & Publications	35	Dues for library's membership in Merri-Hill-Rock Cooperative.	Dues for library's membership in Merri-Hill-Rock Cooperative.
4406	Printing & Binding	250	Printing Library forms, envelopes, and brochures.	Printing Library forms, envelopes, and brochures.
4408	Vehicle Expense	426	Mileage reimbursements for library personnel, calculated at current rate of \$0.625 per mile. IRS changed the rate of reimbursement on July 1, 2022. Components are: 1) Custodian/Courier 210 2) GMILCS meetings and training 216	Mileage reimbursements for library personnel, calculated at current rate of \$0.625 per mile. IRS changed the rate of reimbursement on July 1, 2022. Components are: 1) Custodian/Courier 217 2) GMILCS meetings and training 100

## 2024 BUDGET WORKSHEET

DEPT NAME - LIBRARY - ADMINISTRATION

DEPT # - 70100

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4450 Telephone	3,579	Three voice lines and one fax line from Consolidated Communications.	Three voice lines and one fax line from Consolidated Communications.
4451 Postage	759	Postage costs for library operations: mailing notices (overdue and request), etc.	Postage costs for library operations: mailing notices (overdue and request), etc.
4453 Meetings & Training	750	Registrations and fees for workshops and work related training. Includes regional library association conferences and sub-conferences, management workshops.	Registrations and fees for workshops and work related training. Includes regional library association conferences and sub-conferences, management workshops.
4459 Equipment maintenance	250	Maintenance for library equipment including cash registers, microfilm reader and computers.	Maintenance for library equipment including cash registers, microfilm reader and computers.
4600 Office Furniture & Equipment	7,453	1) 7 Workstations (staff computers) 6,503 2) 1 Task chair 250 3) 2 Barcode scanners 200 4) Replacement parts 200 5) Replacement Receipt printers 300  Workstations are part of the library's ongoing phased purchases to keep some 50 computers usable. The chairs and scanners are replacements for units that have been broken or for expanded need.  Replacement parts (wireless cards, modems, surge protectors, mice, monitors, etc.) are needed each year as parts fail.	1) 7 Workstations (staff computers) 6,503 2) 1 Task chair 250 3) 2 Barcode scanners 200 4) Replacement parts 200 5) Replacement Receipt printers 300  Workstations are part of the library's ongoing phased purchases to keep some 50 computers usable. The chairs and scanners are replacements for units that have been broken or for expanded need.  Replacement parts (wireless cards, modems, surge protectors, mice, monitors, etc.) are needed each year as parts fail.

## 2024 BUDGET WORKSHEET

DEPT NAME - LIBRARY - ADMINISTRATION

DEPT # - 70100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4608	Public Furniture & Equipment	3,582	<p>This line supports the needs of the modern library user, emphasizing digital services and support. The contents of this line include:</p> <p>1) 3 large screen laptops 2,011</p> <p>2) 3 child height shelving units 1,256</p> <p>3) 3 hanging bag media racks 315</p>	<p>This line supports the needs of the modern library user, emphasizing digital services and support. The contents of this line include:</p> <p>1) 3 large screen laptops 2,150</p> <p>2) 3 child height shelving units 1,256</p>
4885	Programming	7,000	<p>Programming is a basic library service. Expenditures are completely offset by Fees &amp; Charges income which is included on the Revenue side of the budget.</p> <p>The income currently comes from : vending machine, copiers, printers, sale of non-resident cards, book sales, and miscellaneous charges.</p>	<p>Programming is a basic library service. Expenditures are completely offset by Fees &amp; Charges income which is included on the Revenue side of the budget.</p> <p>The income currently comes from : vending machine, copiers, printers, sale of non-resident cards, book sales, and miscellaneous charges.</p>

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>BUILDING</b>							
70110 - 4201	MAINTENANCE SUPPLIES	4,783	4,697	5,519	5,027	5,027	5,027
70110 - 4452	BUILDING MAINTENANCE	23,201	23,441	25,234	23,861	23,861	23,861
70110 - 4469	BUILDING IMPROVEMENTS	1,902	2,563	3,508	2,830	2,830	2,830
70110 - 4470	GENERAL LIABILITY	6,429	5,858	6,484	6,712	6,712	6,712
70110 - 4491	PROPERTY INSURANCE	6,429	7,937	7,065	7,352	7,352	7,352
70110 - 4495	HEAT	14,146	16,076	9,455	16,393	16,393	16,393
70110 - 4496	ELECTRICITY	21,647	23,191	25,395	24,026	24,026	24,026
70110 - 4497	OTHER UTILITIES	928	876	1,182	849	849	849
	SUBTOTAL	79,464	84,639	83,842	87,050	87,050	87,050
	TOTAL-LIBRARY	1,523,631	1,670,006	1,541,872	1,673,723	1,673,723	1,673,723

## 2024 BUDGET WORKSHEET

DEPT NAME - LIBRARY - BUILDING

DEPT # - 70110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4201	Maintenance Supplies	5,027	Basic janitorial supplies such as cleaning supplies, toilet paper & paper towels for bathrooms, etc.	Basic janitorial supplies such as cleaning supplies, toilet paper & paper towels for bathrooms, etc.
4452	Building Maintenance	23,861	1) HVAC contract 5,629 2) Fire and Security 1,034 3) Elevator contract 2,079 4) General repairs and maintenance. 15,119  This number includes grounds maintenance and the cost for work, expected and unexpected, to maintain a 50+ yr. old, heavily used facility.	1) HVAC contract 5,629 2) Fire and Security 914 3) Elevator contract 1,779 4) General repairs and maintenance. 15,119  This number includes grounds maintenance and the cost for work, expected and unexpected, to maintain a 50+ yr. old, heavily used facility.
4469	Building Improvements	2,830	1)e external electrical building outlets 1,287 2) upgrade staff & public wireless internet in teen room 1,543	1) expand security system 2,563
4470	General Liability	6,712	Liability Coverage as part of the Town policy	Liability Coverage as part of the Town policy
4491	Property Insurance	7,352	Property Coverage as part of the Town policy	Property Coverage as part of the Town policy
4495	Heat	16,393	Heating oil.	Heating oil. Based on 3 year weighted average of oil used, with the estimated cost per gallon of \$2.35
4496	Electricity	24,026	Based on 3 yr. weighted avg plus 3%	Based on 3 yr. weighted avg plus 3%
4497	Other Utilities	849	Town water and sewer based on 3 year weighted average of usage.	Town water and sewer based on 3 year weighted average of usage.

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>COMMUNITY CONTRIBUTIONS</b>							
70200 - 4913	SALEM VETERANS' ASSOCIATION	5,000	5,000	5,000	5,000	5,000	5,000
70200 - 4915	INDEPENDENCE DAY	6,796	7,600	17,311	7,600	7,600	7,600
TOTAL		11,796	12,600	22,311	12,600	12,600	12,600



## 2024 BUDGET WORKSHEET

DEPT NAME - COMMUNITY CONTRIBUTIONS

DEPT # - 70200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024		EXPLANATION 2023	
4913	Salem Veterans' Association	5,000	Salem Veterans' Association annual programs		Salem Veterans' Association annual programs	
			Engraving of additional names		Engraving of additional names	
4915	Independence Day	7,600	Police Detail	6,500	Police Detail	6,500
			Fire Detail	1,100	Fire Detail	1,100

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>CAPITAL IMPROVEMENTS</i></b>							
80100 - 4402	ENGINEERING SERVICES	681,330	200,000	200,000	150,000	150,000	150,000
80100 - 4469	BUILDING IMPROVEMENTS	525,082	-	-	-	-	-
80100 - 4601	POLICE EQUIPMENT	177,516	-	-	-	-	-
80100 - 4602	FIRE EQUIPMENT	262,592	-	-	-	-	-
80100 - 4719	LEASE/PURCHASE	479,178	479,178	479,178	-	-	-
80100 - 4727	FIRE DEPARTMENT VEHICLES	39,694	-	-	397,000	397,000	397,000
80100 - 4729	MS-EQUIPMENT REPLACEMENT	-	-	36,808	235,000	235,000	235,000
80100 - 4730	FLEET REPLACEMENT	-	598,121	635,676	577,973	577,973	577,973
80100 - 4773	UTILITY UNDERGROUNDING	-	-	-	400,000	400,000	400,000
80100 - 4823	FIRE FACILITIES	40,325	-	-	-	-	-
80100 - 4888	GEOGRAPHIC INFORMATION SYSTI	-	25,000	22,912	-	-	-
80100 - 4896	PC TECHNOLOGY UPGRADE	71,090	85,000	79,125	-	-	-
80100 - 4927	FENCE	-	-	76,595	-	-	-
80100 - 4930	DOCUMENT SCANNING	-	-	-	200,000	100,000	100,000
TOTAL		2,276,805	1,387,299	1,530,295	1,959,973	1,859,973	1,859,973

**2024 BUDGET WORKSHEET****DEPT NAME - CAPITAL****DEPT # - 80100**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4402	Engineering Services	150,000	MS4 Compliance	MS4 Compliance
			150,000	200,000
4727	Fire Department Vehicles	397,000	Ambulance	Ambulance
4729	DPW Equipment Replacement	235,000	Large 6 wheel multipurpose J Hook truck	Large 10 Wheel Dump Truck
4730	Fleet Replacement	577,973	Year 2	Year 1
			577,973	598,121
4733	Utility Undergrounding	400,000	Relocation of utilities underground at the Main St at Pleasant Street signalization intersection	
4930	Document Scanning	100,000	Scanning documents for various departments	

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>WARRANT ARTICLES</b>							
90110 - 4092	SPECIAL ELECTIONS TEMPORARY	6,075	8,100	10,146	-	-	-
90110 - 4210	SPECIAL ELECTIONS OPERATING S	1,752	2,400	460	-	-	-
90110 - 4468	SPECIAL ELECTIONS VOTING MACH	686	700	-	-	-	-
90110 - 4469	BUILDING IMPROVEMENTS	-	536,850	355,197	-	-	-
90110 - 4727	FIRE - VEHICLES	-	945,096	940,170	-	-	-
90110 - 4742	MILLVILLE LAKE DAM REHAB	-	-	-	2,200,000	2,200,000	2,200,000
90110 - 4766	FORMER WWTP REMEDIATION	1,350,000	-	-	-	-	-
90110 - 4912	CAPITAL RESERVE-ROADS	4,500,000	3,800,000	3,800,000	3,400,000	3,400,000	3,400,000
90110 - 4929	ISAIAH 58 NH	-	7,500	7,500	-	-	-
90110 - 4938	CAPITAL RESERVE-LIBRARY BUILD	110,070	65,649	65,649	-	-	-
90110 - 4950	STORMWATER PLANNING	-	-	-	100,000	100,000	100,000
90110 - 4967	SNOW EXPENDABLE TRUST FUND	-	375,000	375,000	-	-	-
90110 - 4968	OPEB TRUST	35,000	40,000	40,000	40,000	40,000	40,000
TOTAL		6,103,583	5,781,295	5,594,122	5,740,000	5,740,000	5,740,000

**2024 BUDGET WORKSHEET****DEPT NAME - SEPARATE WARRANT ARTICLES****DEPT # - 90110**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4742	Millville Lake Dam Rehab	2,200,000	Rehabilitations of the Millville Lake Dam	
4912	Capital Reserves - Roads	3,400,000	To be placed in the Roadway Improvements Capital Reserve Fund	To be placed in the Roadway Improvements Capital Reserve Fund
4950	Stormwater Planning	100,000	Stormwater planning work in accordance with the MS4 permit, to be funded by CWSRF loan	
4968	OPEB Trust	40,000	To be placed in the OPEB Trust for Other Post Employment Benefits	To be placed in the OPEB Trust for Other Post Employment Benefits

## 2024 BUDGET

DEPT.	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>SEWER FUND SUMMARY</b>						
ADMINISTRATION	2,356,401	2,553,271	2,543,017	3,025,847	3,025,847	3,025,847
DEBT SERVICES	815,220	6,348,529	943,365	593,646	593,646	593,646
CAPITAL PROJECTS	-	266,558	5,093	1,060,000	1,060,000	1,060,000
WARRANT ARTICLES	5,405,000	105,000	105,000	5,000	5,000	5,000
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TOTAL - SEWER FUND	8,576,621	9,273,358	3,596,476	4,684,493	4,684,493	4,684,493

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>SEWER-ADMINISTRATION</b>							
28100 - 4090	REGULAR PAY	104,057	181,361	172,646	193,002	193,002	193,002
28100 - 4092	TEMPORARY PAY	1,972	7,300	405	7,300	7,300	7,300
28100 - 4098	OVERTIME PAY	29,823	52,114	61,212	54,459	54,459	54,459
28100 - 4112	STAND-BY PAY	387	4,516	4,512	4,516	4,516	4,516
28100 - 4170	RETIREMENT	19,517	32,386	33,010	34,092	34,092	34,092
28100 - 4171	DISABILITY INSURANCE	1,065	1,849	1,823	1,924	1,924	1,924
28100 - 4172	WORKERS' COMPENSATION	4,321	6,076	5,083	6,923	6,923	6,923
28100 - 4174	FICA-SOCIAL SECURITY	10,115	18,517	17,754	19,834	19,834	19,834
28100 - 4176	HEALTH INSURANCE	14,588	52,918	43,181	42,226	42,226	42,226
28100 - 4177	UNEMPLOYMENT COMPENSATION	77	123	91	123	123	123
28100 - 4178	LIFE INSURANCE	304	538	531	573	573	573
28100 - 4179	DENTAL INSURANCE	519	2,237	1,462	1,668	1,668	1,668
28100 - 4182	CLOTHING ALLOWANCE	1,128	3,750	5,546	3,750	3,750	3,750
28100 - 4200	OFFICE SUPPLIES	-	300	-	300	300	300
28100 - 4235	SMALL TOOLS & EQUIP.	2,698	2,000	1,483	2,000	2,000	2,000
28100 - 4237	GAS & OIL	1,924	4,480	3,299	3,018	3,018	3,018
28100 - 4262	SAFETY	-	230	32	230	230	230
28100 - 4400	CONTRACTED SERVICES	184,373	117,499	104,579	125,799	125,799	125,799
28100 - 4404	AUDIT	2,555	2,555	2,555	3,780	3,780	3,780

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
28100 - 4406	PRINTING & BINDING	3,932	3,371	2,820	3,371	3,371	3,371
28100 - 4423	MEDICAL EXAMINATIONS	100	187	100	187	187	187
28100 - 4450	TELEPHONE	1,387	1,854	1,347	1,526	1,526	1,526
28100 - 4451	POSTAGE	5,021	5,691	5,607	5,691	5,691	5,691
28100 - 4452	BUILDING MAINTENANCE	5,783	2,700	1,022	5,000	5,000	5,000
28100 - 4453	MEETINGS & TRAINING	200	700	349	700	700	700
28100 - 4456	RADIO MAINTENANCE	-	63	-	63	63	63
28100 - 4458	VEHICLE MAINTENANCE	3,196	3,036	3,583	3,036	3,036	3,036
28100 - 4459	EQUIPMENT MAINTENANCE	1,011	2,000	6,596	2,000	2,000	2,000
28100 - 4470	GENERAL LIABILITY	23,629	35,293	34,691	35,825	35,825	35,825
28100 - 4475	FLEET INSURANCE	1,224	1,302	1,304	1,372	1,372	1,372
28100 - 4484	METERS/REPLACEMENT	-	-	745	-	-	-
28100 - 4488	ADMIN. SERVICE CHARGE	266,943	257,246	257,246	295,085	295,085	295,085
28100 - 4491	PROPERTY INSURANCE	4,177	4,560	4,546	4,560	4,560	4,560
28100 - 4496	ELECTRICITY	27,622	34,951	31,084	32,300	32,300	32,300
28100 - 4497	OTHER UTILITIES	33,122	36,112	26,676	32,580	32,580	32,580
28100 - 4587	RECORDING FEES	478	450	68	450	450	450
28100 - 4615	SEWER EQUIPMENT	1,103	16,000	13,103	16,000	16,000	16,000
28100 - 4646	GLSD OPERATING COSTS	1,598,050	1,657,006	1,692,927	2,080,584	2,080,584	2,080,584
SUBTOTAL		2,356,401	2,553,271	2,543,017	3,025,847	3,025,847	3,025,847



**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
SEWER ADMINISTRATION - 28100				
4090	WORKING FOREMAN	0	67,311	72,049
	HEO-WTP OPERATOR II	0	59,726	62,623
	LEO-WTP OPERATOR I	0	54,324	58,330
			-----	-----
			181,361	193,002

## 2024 BUDGET WORKSHEET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4092 Temporary Pay	7,300	Police details Manhole repairs	Police details Manhole repairs
4098 Overtime Pay	54,459	For overtime calls and emergency work on the sewer system.	For overtime calls and emergency work on the sewer system.
4112 Stand-By Pay	4,516	1 person @ 1.5 hr. pay for weekdays and 2 hr. pay for weekends and holidays. (Cost-shared with Water Fund)	1 person @ 1 hr. pay for weekdays and 1.5 hr. pay for weekends and holidays. (Cost-shared with Water Fund)
4182 Clothing Allowance	3,750	Per Public Works contract, 3 employees Initial Issue of uniforms per new CBA	Per Public Works contract, 3 employees Initial Issue of uniforms per new CBA
4200 Office Supplies	300	Copy paper, pens, and other expendables.	Copy paper, pens, and other expendables.
4235 Small Tools &	2,000	Ladders, shovels, pumps, hoses, dye tablets, etc.	Ladders, shovels, pumps, hoses, dye tablets, etc.
4237 Gas & Oil	3,018	For vehicles, mowers and minor equipment. Fuel Estimate: diesel and gasoline	For vehicles, mowers and minor equipment. Fuel Estimate: diesel and gasoline (based on 3 yr.
4262 Safety	230	Hard Hats and safety vests traffic cones/barricades Special equipment needed for handling of wastewater and confined space entry.	Hard Hats and safety vests traffic cones/barricades Special equipment needed for handling of wastewater and confined space entry.
4400 Contracted Services	125,799	Annual Preventative Maintenance contract for sewer lift stations	Annual Preventative Maintenance contract for sewer lift stations
		Sewer lift station pumps (10) Preventive maintenance	Sewer lift station pumps (10) Preventive maintenance
		Pump station wet well cleaning	Pump station wet well cleaning

## 2024 BUDGET WORKSHEET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
		P.S. Mission controllers maintenance 500	P.S. Mission controllers maintenance 500
		Video inspection-sewer mains 6,000	Video inspection-sewer mains 6,000
		Manhole reconstruction 10,000	Manhole reconstruction 10,000
		Emergency repairs to sewer system and pumping stations 18,000	Emergency repairs to sewer system and pumping stations 18,000
		Lift stations generator PM 4,077	Lift stations generator PM 4,077
		Groundwater Management Permit-WWTP 51,300	Groundwater Management Permit-WWTP 44,000
		Mission Controllers R/F for 10 Sewer Lift Stations 4,474	Mission Controllers R/F for 10 Sewer Lift Stations 4,474
		Legal Notices (materials and service bids) 2,000	Legal Notices (materials and service bids) 1,000
		Meter reading equipment:	Meter reading equipment:
		Maintenance contract (37%) 1,470	Maintenance contract (37%) 1,470
		Software maintenance (37%) 1,018	Software maintenance (37%) 1,018
		Fire Extinguisher Inspection 200	Fire Extinguisher Inspection 200
4404 Audit	3,780	Annual audit	Annual audit
4406 Printing & Binding	3,371	Sewer billing 37/63% split S/W 666	Sewer billing 37/63% split S/W 666
		Delinquent notices (N11Z) 71	Delinquent notices (N11Z) 71
		Cert. mail cards 168	Cert. mail cards 168
		Printing service for billings 2,466	Printing service for billings 2,466
4423 Medical Exams	187	Required random drug and alcohol exams and physicals	Required random drug and alcohol exams and physicals

## 2024 BUDGET WORKSHEET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4450 Telephone	1,526	Cell phone (1) Meter towers 37/63 split Broadband Communications- air card- GIS tablet	1,526 Cell phone (1) Meter towers 37/63 split Broadband Communications- air card- GIS tablet
4451 Postage	5,691	Postage for monthly and quarterly billings and delinquency notices Postage for Betterment & DBA billings S/W 37-63% split	5,569 Postage for monthly and quarterly billings and delinquency notices Postage for Betterment & DBA billings S/W 37-63% split
4452 Building Maintenance	5,000	Exterior building repairs various stations	2,700 Exterior building repairs various stations
4453 Meetings & Training	700	I/I training	700 I/I training
4456 Radio Maintenance	63	Radio repair	63 Radio repair
4458 Vehicle Maintenance	3,036	Normal maintenance and inspection of pickup with plow P77-2012 Ford F350 P73-2019 Ford F350	Normal maintenance and inspection of pickup with plow P77-2012 Ford F350 P73-2019 Ford F350
4459 Equipment Maintenance	2,000	Replacement parts for equipment at lift stations. Maintain generators, breathing and ventilation equipment, propane for backup generators.	Replacement parts for equipment at lift stations. Maintain generators, breathing and ventilation equipment, propane for backup generators.
4470 General Liability	35,825	Liability coverage (rate based on percentage of overall expenditures) (estimated 5% increase over 2023/24 rates)	Liability coverage (rate based on percentage of overall expenditures) (estimated 5% increase over 2022/23 rates)
4475 Fleet Insurance	1,372	Coverage for sewer vehicles	Coverage for sewer vehicles

## 2024 BUDGET WORKSHEET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
		(estimated 5% increase over 2023/24 rates)	(estimated 5% increase over 2022/23 rates)
4488 Administrative Service Charge	295,085	Administrative charge for services provided by General Fund (purchasing, payroll, billing, accounts payable, IT, personnel, collections, DPW)	Administrative charge for services provided by General Fund (purchasing, payroll, billing, accounts payable, IT, personnel, collections, DPW)
4491 Property Insurance	4,560	Coverage for building and contents, plus lift stations and former treatment plant. (estimated 5% increase over 2023/24 rates)	Coverage for building and contents, plus lift stations and former treatment plant. (estimated 5% increase over 2022/23 rates)
4496 Electricity	32,300	Electricity to operate lift stations and meter stations. 3 Year weighted average + 3%	Electricity to operate lift stations and meter 3 Year weighted average + 3%
4497 Other Utilities	32,580	Water service at South Policy lift station Annual backflow test Silverbrook Development charges Methuen – offsetting revenue	Water service at South Policy lift station 72 Annual backflow test 40 Silverbrook Development charges 36,000 Methuen – offsetting revenue
4587 Recording Fees	450	Charges for recording Demand and Benefit Assessment liens with Registry of Deeds.	Charges for recording Demand and Benefit Assessment liens with Registry of Deeds.
4615 Sewer Equipment	16,000	Fittings & adapters 1,000 Manhole rims, covers, raisers 15,000	Fittings & adapters 1,000 Manhole rims, covers, raisers 15,000
4646 GLSD Operating Cost	2,080,584	01/01 - 06/30 (fixed) 1,019,894 07/01 - 12/31 (estimate) 1,060,690 Note: Combined operating and debt in one line in 2024	01/01 - 06/30 (fixed) 812,258 07/01 - 12/31 (estimate) 844,748

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>SEWER-DEBT SERVICES</b>							
28110 - 4500	GLSD-DEBT	345,037	322,766	298,221	-	-	-
28110 - 4509	RTE 28 SEWER REPL-PRIN	264,077	264,078	264,077	264,078	264,078	264,078
28110 - 4510	WEST DUSTON SEWER-PRIN	61,470	61,470	61,470	61,470	61,470	61,470
28110 - 4568	RTE 28 SEWER REPL-INT	100,349	95,068	95,068	89,787	89,787	89,787
28110 - 4569	WEST DUSTON SEWER-INT	26,141	24,203	24,204	21,131	21,131	21,131
28110 - 4572	BOND AND NOTE FEES	18,146	35,000	12,781	16,000	16,000	16,000
28110 - 4573	BAN INTEREST	-	187,544	187,544	141,180	141,180	141,180
28110 - 4574	BAN PAYOFF	-	5,358,400	-	-	-	-
SUBTOTAL		815,220	6,348,529	943,365	593,646	593,646	593,646

## 2024 BUDGET WORKSHEET

DEPT NAME - SEWER - DEBT

DEPT # - 28110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4500	GLSD Debt	-	Moved to GLSD Operating	01/01 - 06/30 (fixed) 158,998 07/01 - 12/31 (estimate) 163,768
4509	Rte. 28 Sewer Main Replacement - Principal	264,078	*SRF Loan Issue 2021 Final Payment 2040	SRF Loan Issue 2021 Final Payment 2040
4510	West Duston Sewer Main - Principal	61,470	Bond Issue 2021 Final Payment 2031	Bond Issue 2021 Final Payment 2031
4568	Rte. 28 Sewer Main Replacement - Interest	89,787	2024 Interest	2023 Interest
4569	West Duston Sewer Main - Interest	21,131	2024 Interest	2023 Interest
4572	Bond and Note Fees	16,000	Bond Issuance Costs	Bond Issuance Costs 35,000 (Assuming Bond for WWTP work)
4573	BAN Interest	141,180	2024 Interest for BAN	2023 Interest for BAN

\* Offset by DBA

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>SEWER-CAPITAL PROJECTS</b>							
28120 - 4720	VEHICLES	-	-	-	80,000	80,000	80,000
28120 - 4723	WASTEWATER PUMP STATION	-	-	-	780,000	780,000	780,000
28120 - 4765	IMPROVEMENTS	-	261,558	894	-	-	-
28120 - 4848	SEWER INFLOW AND INFILTRATION	-	-	-	200,000	200,000	200,000
28120 - 4888	GIS FLYOVER	-	5,000	4,199	-	-	-
SUBTOTAL		-	266,558	5,093	1,060,000	1,060,000	1,060,000



**2024 BUDGET WORKSHEET****DEPT NAME - SEWER - CAPITAL PROJECTS****DEPT # - 28120**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4720	Vehicles	80,000	P77 Vehicle	
4723	Wastewater Pump Station	780,000	Butler Street Sewer Pump Station	
4848	Inflow and Infiltration	200,000	Inflow and Infiltration	

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>SEWER-WARRANT ARTICLES</b>							
28130 - 4402	SEWER ENGINEERING	-	100,000	100,000	-	-	-
28130 - 4766	FORMER WWTP REMEDIATION	5,400,000	-	-	-	-	-
28130 - 4968	OPEB TRUST	5,000	5,000	5,000	5,000	5,000	5,000
SUBTOTAL		5,405,000	105,000	105,000	5,000	5,000	5,000
GRAND TOTAL-SEWER		8,576,621	9,273,358	3,596,476	4,684,493	4,684,493	4,684,493

**2024 BUDGET WORKSHEET****DEPT NAME - SEWER - WARRANT ARTICLES****DEPT # - 28130**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4968	OPEB Trust	5,000	To be placed in the OPEB Trust for Other Post Employment Benefits	To be placed in the OPEB Trust for Other Post Employment Benefits

**2024 BUDGET**

DEPT.	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b><i>WATER FUND SUMMARY</i></b>						
ADMINISTRATION	1,890,236	2,002,952	1,941,734	2,057,335	2,057,335	2,057,335
OPERATIONAL	1,903,007	2,455,339	1,851,044	2,646,846	2,646,846	2,646,846
BUILDINGS	65,617	70,328	76,743	166,362	166,362	166,362
DEBT SERVICES	1,178,406	1,152,459	1,152,456	1,056,505	1,056,505	1,056,505
CAPITAL PROJECTS	365,878	480,000	558,186	260,000	260,000	260,000
WARRANT ARTICLES	10,000	5,000	5,000	5,000	5,000	5,000
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TOTAL - WATER FUND	5,413,143	6,166,078	5,585,163	6,192,048	6,192,048	6,192,048

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>WATER-ADMINISTRATION</b>							
38100 - 4090	REGULAR PAY	702,128	797,789	744,925	843,336	843,336	843,336
38100 - 4092	TEMPORARY PAY	21,085	32,760	17,442	32,760	32,760	32,760
38100 - 4098	OVERTIME PAY	115,199	85,411	134,072	101,915	101,915	101,915
38100 - 4109	EMPLOYEE RETIREMENT BENEFIT	3,400	-	1,290	-	-	-
38100 - 4112	STAND-BY PAY	15,421	12,629	14,679	13,197	13,197	13,197
38100 - 4170	RETIREMENT	118,614	123,120	124,200	129,682	129,682	129,682
38100 - 4171	DISABILITY INSURANCE	6,845	7,534	7,201	7,769	7,769	7,769
38100 - 4172	WORKERS' COMPENSATION	16,004	23,224	19,922	26,464	26,464	26,464
38100 - 4174	FICA-SOCIAL SECURITY	63,846	70,783	68,445	75,827	75,827	75,827
38100 - 4176	HEALTH INSURANCE	304,189	309,602	296,539	290,158	290,158	290,158
38100 - 4177	UNEMPLOYMENT COMPENSATION	408	468	329	420	420	420
38100 - 4178	LIFE INSURANCE	2,106	2,351	2,252	2,434	2,434	2,434
38100 - 4179	DENTAL INSURANCE	9,387	9,999	9,696	9,779	9,779	9,779
38100 - 4182	CLOTHING ALLOWANCE	5,638	11,650	17,262	11,650	11,650	11,650
38100 - 4200	OFFICE SUPPLIES	2,054	1,400	1,709	1,400	1,400	1,400
38100 - 4399	LEGAL SERVICES	1,777	10,000	-	10,000	10,000	10,000
38100 - 4404	AUDIT	2,555	2,555	2,555	3,780	3,780	3,780
38100 - 4405	MEMBERSHIPS & PUBLICATIONS	910	1,848	2,050	1,848	1,848	1,848

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
38100 - 4406	PRINTING & BINDING	9,170	9,923	7,825	9,923	9,923	9,923
38100 - 4423	MEDICAL EXAMINATIONS	965	675	1,085	675	675	675
38100 - 4440	EQUIPMENT RENTAL	16,880	30,000	19,440	30,000	30,000	30,000
38100 - 4450	TELEPHONE	19,548	25,443	22,288	22,248	22,248	22,248
38100 - 4451	POSTAGE	26,672	27,219	24,703	27,219	27,219	27,219
38100 - 4453	MEETINGS & TRAINING	4,500	4,700	4,130	4,700	4,700	4,700
38100 - 4456	RADIO MAINTENANCE	-	1,634	-	1,634	1,634	1,634
38100 - 4458	VEHICLE MAINTENANCE	71,534	20,000	18,100	20,000	20,000	20,000
38100 - 4470	GENERAL LIABILITY	22,830	23,761	23,679	24,783	24,783	24,783
38100 - 4475	FLEET INSURANCE	6,119	6,508	6,519	6,856	6,856	6,856
38100 - 4488	ADMIN. SERVICE CHARGE	300,435	327,752	327,752	323,915	323,915	323,915
38100 - 4491	PROPERTY INSURANCE	19,397	21,527	21,367	22,276	22,276	22,276
38100 - 4587	RECORDING FEES	478	437	68	437	437	437
38100 - 4600	OFFICE FURNITURE & EQUIPMENT	141	250	207	250	250	250
SUBTOTAL		1,890,236	2,002,952	1,941,734	2,057,335	2,057,335	2,057,335

**2024 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2023 BUDGETED SALARY	2024 BUDGETED SALARY
WATER ADMINISTRATION - 38100				
4090	DEP DIR UTILITIES	0	115,468	118,096
	CHEMIST	0	86,966	88,922
	PRIMARY OPERATOR	0	76,657	82,666
	WORKING FOREMAN (2)	0	143,030	154,041
	HEAVY EQUIPMENT OPERATOR (2)	0	134,906	143,704
	CONSTRUCTION MAINT REPAIR III	0	61,522	63,866
	CONSTRUCTION MAINT REPAIR I	0	60,696	65,848
	BACKFLOW INSP	0	63,346	66,985
	METER REPAIR TECH	0	55,198	59,208
			-----	-----
			797,789	843,336

## 2024 BUDGET WORKSHEET

DEPT NAME - WATER - ADMINISTRATION

DEPT # - 38100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4092	Temporary Pay	32,760	2 employees @ \$16 an hour for 11 weeks for seasonal projects. 1 employee @ \$16 an hour for 8 weeks for GIS support Police details	2 employees @ \$16 an hour for 11 weeks for seasonal projects. 1 employee @ \$16 an hour for 8 weeks for GIS support Police details
			14,080	14,080
			5,120	5,120
			13,560	13,560
4098	Overtime Pay	101,915	Overtime for water breaks, pumping systems, telemetry alarms, and weekend system checks and other work conducted outside of normal business hours.	Overtime for water breaks, pumping systems, telemetry alarms, and weekend system checks and other work conducted outside of normal business hours.
4112	Stand-By Pay	13,197	1 person @ 1 hr. pay for weekdays and 1.5 hr. pay for weekends and holidays. (Cost-shared with Sewer Fund)	1 person @ 1 hr. pay for weekdays and 1.5 hr. pay for weekends and holidays. (Cost-shared with Sewer Fund)
4182	Clothing Allowance	11,650	Per Public Works/SPAA contract Boot Allowance (11) Initial Issue of uniforms per new CBA	Per Public Works/SPAA contract Boot Allowance (11) Initial Issue of uniforms per new CBA
			400	400
			11,250	11,250
4200	Office Supplies	1,400	General office supplies. 3 yr. weighted avg. (1,468)	General office supplies. 3 yr. weighted avg. (1,468)
4399	Legal Services	10,000	Outside legal services.	Outside legal services.
			10,000	20,000
4404	Audit	3,780	Annual audit.	Annual audit.
				2,555



## 2024 BUDGET WORKSHEET

DEPT NAME - WATER - ADMINISTRATION

DEPT # - 38100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4405	Memberships & Publications	1,848	State Certification renewals: Treatment & Distribution 900 Individual Memberships: American Backflow Prevention Assn (APBA) (1) 100 American Water Works Association (AWWA) (2) 208 Utility Memberships: NEWWA 440 NH DES 200	State Certification renewals: Treatment & Distribution 900 Individual Memberships: American Backflow Prevention Assn (APBA) (1) 100 American Water Works Association (AWWA) (2) 208 Utility Memberships: NEWWA 440 NH DES 200
4406	Printing & Binding	9,923	Water billing 37/63% split S/W 1,134 Meter cards 282 Invoices 337 Delinquent notices (N11Z) 121 Cert. mail cards 282 Consumer Confidence Report 2,015 CCR-Data processing/labels 730 Public notices 823 Printing service for billings 4,199	Water billing 37/63% split S/W 1,134 Meter cards 282 Invoices 337 Delinquent notices (N11Z) 121 Cert. mail cards 282 Consumer Confidence Report 2,015 CCR-Data processing/labels 730 Public notices 823 Printing service for billings 4,199
4423	Medical Exams	675	Required random drug and alcohol exams and physicals.	Required random drug and alcohol exams and physicals.
4440	Equipment Rental	30,000	Rental of heavy excavation equipment and special tools as needed for main breaks and other distribution system repairs as needed. 15,000 Mill/Fill Old trenches 15,000	Rental of heavy excavation equipment and special tools as needed for main breaks and other distribution system repairs as needed. 15,000 Mill/Fill Old trenches 15,000

**2024 BUDGET WORKSHEET****DEPT NAME - WATER - ADMINISTRATION****DEPT # - 38100**

<b>ACCT ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>	<b>EXPLANATION 2023</b>
4450 Telephone	22,248	Telephone/Fax/circuits Cell phones (5) Meter towers 63/37 split Comcast Internet Circuit for resiliency Internet Broadband Communications- 5 air cards- GIS tablets	Telephone/Fax/circuits Cell phones (5) Meter towers 63/37 split Comcast Internet Circuit for resiliency Internet Broadband Communications- 5 air cards- GIS tablets
		22,248	15,496 1,438 2,508 3,120 2,272 609
4451 Postage	27,219	Postage for monthly and quarterly billings and delinquency notices (N11Z) Postage for Betterment & DBA billings S/W 37-63% split Violations notices, backflow letters, annual water quality report to users etc. Certified shut off letters (Offsetting revenue-cost passed on to customers)	Postage for monthly and quarterly billings and delinquency notices (N11Z) Postage for Betterment & DBA billings S/W 37-63% split Violations notices, backflow letters, annual water quality report to users etc. Certified shut off letters (Offsetting revenue-cost passed on to customers)
		13,209 207 1,275 12,528	13,209 207 1,275 12,528
4453 Meetings & Training	4,700	Water industry training Safety training programs	Water industry training Safety training programs
		4,400 300	4,400 300
4456 Radio Maintenance	1,634	Repairs/replacement of portable truck radios	Repairs/replacement of portable truck radios
		1,634	1,634
4458 Vehicle Maintenance	20,000	Scheduled and emergency repairs to 1 backhoe, 1 compressor, 5 utility trucks, and 3 compact pick-ups & 6-wheel dump truck.	Scheduled and emergency repairs to 1 backhoe, 1 compressor, 5 utility trucks, and 3 compact pick-ups & 6-wheel dump truck.

## 2024 BUDGET WORKSHEET

DEPT NAME - WATER - ADMINISTRATION

DEPT # - 38100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4470	General Liability	24,783	Liability coverage (rate based on percentage of overall expenditures) (estimated 5% increase over 2023/24 rates)	Liability coverage (rate based on percentage of overall expenditures) (estimated 5% increase over 2022/23 rates)
4475	Fleet Insurance	6,856	Coverage for water vehicles (estimated 5% increase over 2023/24 rates)	Coverage for water vehicles (estimated 5% increase over 2022/23 rates)
4488	Administration Service Charge	323,915	Administrative charge for services provided by General Fund (purchasing, payroll, billing, accounts payable, IT, personnel, collections, DPW).	Administrative charge for services provided by General Fund (purchasing, payroll, billing, accounts payable, IT, personnel, collections, DPW).
4491	Property Insurance	22,276	Coverage for building and contents, 3 pumping stations, 2 PRV stations, and 3 water towers and Dams. (estimated 5% increase over 2023/24 rates)	Coverage for building and contents, 3 pumping stations, 2 PRV stations, and 3 water towers and Dams. (estimated 5% increase over 2022/23 rates)
4587	Recording Fees	437	Charges for recording Demand and Benefit Assessment liens with Registry of Deeds.	Charges for recording Demand and Benefit Assessment liens with Registry of Deeds.
4600	Office Furniture & Equip	250	Replacement office equipment. 250	Replacement office equipment. 250

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>WATER-OPERATIONS</b>							
38110 - 4235	SMALL TOOLS & EQUIP.	24,040	9,000	29,976	9,000	9,000	9,000
38110 - 4237	GAS & OIL	26,759	35,853	30,907	33,534	33,534	33,534
38110 - 4244	GRAVEL/SAND	4,690	4,000	4,073	4,000	4,000	4,000
38110 - 4249	RESURFACING	12,918	21,830	9,279	21,830	21,830	21,830
38110 - 4255	CHEMICALS	107,355	77,050	149,364	85,000	85,000	85,000
38110 - 4256	TUBING & PARTS	42,034	66,150	14,372	66,150	66,150	66,150
38110 - 4262	SAFETY	3,777	750	121	750	750	750
38110 - 4400	CONTRACTED SERVICES	214,853	208,987	245,636	192,690	192,690	192,690
38110 - 4481	WATER SAMPLES/LAB EXPENSES	53,567	84,555	95,036	130,835	130,835	130,835
38110 - 4482	PURCHASE OF WATER	721,475	1,236,630	639,692	1,366,267	1,366,267	1,366,267
38110 - 4484	METERS/REPLACEMENT	66,090	60,000	75,997	75,000	75,000	75,000
38110 - 4485	HYDRANTS	33,285	37,500	39,627	37,500	37,500	37,500
38110 - 4489	PIPE REPLACEMENT	277,149	261,000	132,825	261,000	261,000	261,000
38110 - 4496	ELECTRICITY	168,624	190,603	186,468	192,506	192,506	192,506
38110 - 4497	OTHER UTILITIES	137,340	135,770	160,486	136,331	136,331	136,331
38110 - 4607	EQUIPMENT	9,020	3,347	3,347	-	-	-
38110 - 4610	WATER-EQUIPMENT	28	22,314	33,840	34,453	34,453	34,453
SUBTOTAL		1,903,007	2,455,339	1,851,044	2,646,846	2,646,846	2,646,846

## 2024 BUDGET WORKSHEET

DEPT NAME - WATER - OPERATIONS

DEPT # - 38110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4235	Small Tools & Equipment	9,000	Tools & minor equipment and expendable supplies for water distribution and treatment.	Tools & minor equipment and expendable supplies for water distribution and treatment.
4237	Gas & Diesel	33,534	For vehicles, mowers and minor equipment Fuel Estimate: diesel and gasoline (based on 3 yr. weight avg and 75% increase for 6 months)	For vehicles, mowers and minor equipment Fuel Estimate: diesel and gasoline (based on 3 yr. weighted avg and 75% increase for 6 months)
4244	Gravel/Sand	4,000	Gravel, Sand and other aggregate materials. Used to backfill after excavations, for pipe bedding after installation & repairs, and loam & seed for lawn damage from main breaks.	Gravel, Sand and other aggregate materials. Used to backfill after excavations, for pipe bedding after installation & repairs, and loam & seed for lawn damage from main breaks.
4249	Resurfacing	21,830	Cost of hot bituminous asphalt to repair road surface after water breaks.	Cost of hot bituminous asphalt to repair road surface after water breaks.
4255	Chemicals	85,000	Bulk Chemicals for Water Treatment	Bulk Chemicals for Water Treatment
4256	Tubing & Parts	66,150	Copper tubing, brass fittings and meter horn assemblies. (5% market increase) (New Regional Customers) Partially offset by meter sales	Copper tubing, brass fittings and meter horn assemblies. (5% market increase) (New Regional Customers) Partially offset by meter sales
4262	Safety	750	Personal safety gear, traffic cones, signs, safety supplies etc.	Personal safety gear, traffic cones, signs, safety supplies etc.
4400	Contracted Services	192,690	Electronics & Controls maintenance. 4,000	Electronics & Controls maintenance. 4,000
			Mechanical systems 12,000	Mechanical systems 12,000

## 2024 BUDGET WORKSHEET

DEPT NAME - WATER - OPERATIONS

DEPT # - 38110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
			Instrument calibration & preventative electrical maintenance	Instrument calibration & preventative electrical maintenance
		6,000		6,000
			Altitude valve preventive maintenance	Altitude valve preventive maintenance
		2,200		2,200
			Digsafe	Digsafe
		6,396		6,396
			Water Conservation	Water Conservation
		3,000		3,000
			Backwash tank cleaning	Backwash tank cleaning
		6,000		6,000
			Generator P.M. (8 Sites)	Generator P.M. (8 Sites)
		3,163		3,163
			PM on CO2 Storage & carbonic acid feed systems	PM on CO2 Storage & carbonic acid feed systems
		4,500		4,500
			Copier maintenance	Copier maintenance
		350		350
			Treatment technical assistance	Treatment technical assistance
		5,000		5,000
			Meter reading equipment maintenance contract (63%)	Meter reading equipment maintenance contract (63%)
		2,502		2,502
			Software Maintenance (63%)	Software Maintenance (63%)
		1,733		1,733
			GIS hosting/support/updates	GIS hosting/support/updates
		9,200		9,200
			Mission Service for WTP	Mission Service for WTP
		784		784
			On Call Engineering Services	On Call Engineering Services
		5,000		5,000
			WaterSmart-Customer Access	WaterSmart-Customer Access
		18,285		18,285
			Neptune 360	Neptune 360
		26,235		26,235
			Finish Water Pump Replacement	Finish Water Pump Replacement
		45,442		41,200
			Arlington Pond Raw Water Pumps	Arlington Pond Station PLC
		24,750		15,945
				Arlington Pond Station Panel View
				6,744
				Filter 1 & 2 Media Assessment
				8,000
				Leak Detection
				16,000
			SonicWall	SonicWall
		2,350		2,350
			LogMeIn for SCADA (4)	LogMeIn for SCADA (4)
		1,000		1,000
			Legal Notices (materials and service bids)	Legal Notices (materials and service bids)
		2,800		1,400

## 2024 BUDGET WORKSHEET

DEPT NAME - WATER - OPERATIONS

DEPT # - 38110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4481	Water Samples/Lab Expenses	130,835	QA/QC & certification 4,000 Consumables 13,225 Glassware & minor equip. 13,225 Routine SDWA compliance 9,500 Chemical waste disposal 2,000 Hach service maintenance 38,500 Lab equipment service maintenance. 2,300 PFOA/PFOS testing (4) 2,720 Lead/Copper Testing 2,250 (Regional Line Increases) Cyanobacteria Testing 1,000 UCMR5 Testing 3,896 Coliform Analyzer 38,219	QA/QC & certification 4,000 Consumables 13,225 Glassware & minor equip. 13,225 Routine SDWA compliance 9,500 Chemical waste disposal 2,000 Hach service maintenance 34,335 Lab equipment service maintenance. 2,300 PFOA/PFOS testing (4) 2,720 Lead/Copper Testing 2,250 (Regional Line Increases) Cyanobacteria Testing 1,000
4482	Purchase of Water	1,366,267	Methuen-emergency purchases 100 Manchester Water Works: Windham & PEU 160,726 HAWC 803,627 Salem 401,814	Methuen-emergency purchases 100 Manchester Water Works: Windham 151,349 HAWC 631,133 Salem 412,771 Pennichuck 41,277
4484	Meters	75,000	New Meters for development 75,000 Partially offset by meter sales (New Regional Customers)	New Meters for development 60,000 Partially offset by meter sales (New Regional Customers)
4485	Hydrants	37,500	Replace hydrants (15 @2,200) 33,000 Hydrant Parts 4,500	Replace hydrants (15 @2,200) 33,000 Hydrant Parts 4,500

## 2024 BUDGET WORKSHEET

DEPT NAME - WATER - OPERATIONS

DEPT # - 38110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4489	Pipe Replacement	261,000	Scheduled and emergency repairs made to distribution system on pipes valves 11,000 Water work associated with Road Program 250,000	Scheduled and emergency repairs made to distribution system on pipes valves 11,000 Water work associated with Road Program 250,000
4496	Electricity	192,506	Cost of electricity for building and to pump water. Service for WTP, 3 booster stations and 2 raw water pumping stations, 2 PRV Stations	Cost of electricity for building and to pump water. Service for WTP, 3 booster stations and 2 raw water pumping stations, 2 PRV Stations
4497	Other Utilities	136,331	Sewer discharge, from Canobie Water Treatment Plant.	Sewer discharge, from Canobie Water Treatment Plant.
4610	Water Equipment	34,453	Chlorine Analyzer 3,225 Manganese Analyzer 31,228	Clearwell Level Device 5,236 Peristaltic Meter Pump Ammonium Sulfate 5,728 Titrator 11,350



## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>WATER-BUILDINGS</b>							
38120 - 4401	CLEANING SERVICES	13,300	13,300	13,300	13,500	13,500	13,500
38120 - 4452	BUILDING MAINTENANCE	20,228	20,532	35,936	116,931	116,931	116,931
38120 - 4495	HEAT	32,089	36,496	27,507	35,931	35,931	35,931
	SUBTOTAL	65,617	70,328	76,743	166,362	166,362	166,362

## 2024 BUDGET WORKSHEET

DEPT NAME - WATER - BUILDINGS

DEPT # - 38120

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4401	Cleaning Services	13,500	Cleaning services	Cleaning services
			13,500	13,300
4452	Building Maintenance	116,931	Building repairs and expendable building supplies/cleaning products. Outdoor Lighting replacements	Building repairs and expendable building supplies/cleaning products. Outdoor Lighting replacements
			Annual radio box testing/monitoring:	Annual radio box testing/monitoring:
			Water Treatment Plant, Spicket, Manor Pkwy, Arlington & Nirvana Booster Stations.	Water Treatment Plant, Spicket, Manor Pkwy, Arlington & Nirvana Booster Stations.
			Alarm monitoring	Alarm monitoring
			174	174
			Fire Alarm Inspection - five (5) locations	Fire Alarm Inspection - five (5) locations
			1,237	1,237
			Fuel for Generators	Fuel for Generators
			1,700	1,700
			HVAC Maintenance	HVAC Maintenance
			1,176	1,176
			Grounds Maintenance, includes fertilization	Grounds Maintenance, includes fertilization
			2,500	2,500
			Security gate annual maintenance	Security gate annual maintenance
			400	400
			Pest Control	Pest Control
			1500	1500
			Fire Safety Equipment Maintenance	Fire Safety Equipment Maintenance
			595	595
			Boiler Replacement WTP	
			96,399	
4495	Heat	35,931	Propane heat	Propane heat
			3 Year weighted average + 50% for 6 months	3 Year weighted average + 50% for 6 months

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>WATER-DEBT SERVICES</b>							
38130 - 4669	WATER CON #15-PRINCIPAL '04	35,000	35,000	35,000	35,000	35,000	35,000
38130 - 4671	WATER CON #16-PRINCIPAL '13	69,000	69,000	69,000	-	-	-
38130 - 4672	WATER CON #17-PRINCIPAL '14	105,000	105,000	105,000	105,000	105,000	105,000
38130 - 4673	WATER CON #18-PRINCIPAL '14	80,000	80,000	80,000	80,000	80,000	80,000
38130 - 4674	WATER CON #19-PRINCIPAL '15	110,000	110,000	110,000	110,000	110,000	110,000
38130 - 4675	WATER CON #20-PRINCIPAL '18	149,625	151,893	151,892	154,194	154,194	154,194
38130 - 4507	DRINKING WATER #21-PRINCIPAL '1	160,000	160,000	160,000	160,000	160,000	160,000
38130 - 4509	RTE 28 WATER MAIN-PRIN	288,313	288,313	288,313	288,313	288,313	288,313
38130 - 4510	WEST DUSTON WATER-PRIN	58,530	58,530	58,530	58,530	58,530	58,530
38130 - 4568	RTE 28 WATER MAIN-INT	21,018	18,683	18,683	16,347	16,347	16,347
38130 - 4569	WEST DUSTON WATER-INT	24,890	23,047	23,046	20,120	20,120	20,120
38130 - 4689	WATER CON #19-INTEREST '15	4,478	2,728	2,728	1,057	1,057	1,057
38130 - 4690	WATER CON #16-INTEREST '16	4,140	2,070	2,070	-	-	-
38130 - 4691	WATER CON #17-INTEREST '17	9,450	6,300	6,300	3,150	3,150	3,150
38130 - 4692	WATER CON #18-INTEREST '18	7,200	4,800	4,800	2,400	2,400	2,400
38130 - 4693	WATER CON #19-INTEREST '19	17,600	13,200	13,200	8,800	8,800	8,800
38130 - 4694	WATER CON #20-INTEREST '20	14,161	11,895	11,895	9,594	9,594	9,594
38130 - 4521	DRINKING WATER #21-INTEREST '1	20,000	12,000	12,000	4,000	4,000	4,000
SUBTOTAL		1,178,406	1,152,459	1,152,456	1,056,505	1,056,505	1,056,505

## 2024 BUDGET WORKSHEET

DEPT NAME - WATER - DEBT

DEPT # - 38130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4669	Water Const. #15 – Principal (Blake Road)	35,000	Bond Issue 2004  Final Payment 2024	Bond Issue 2004  Final Payment 2024
4672	Water Const. #17 – Principal (Discharge Management)	105,000 *	Bond Issue 2014  Final Payment 2024	* Bond Issue 2014  Final Payment 2024
4673	Water Const. #18 – Principal (North Policy)	80,000 *	Bond Issue 2014  Final Payment 2024	* Bond Issue 2014  Final Payment 2024
4674	Water Const. #19 – Principal (N Policy/Old Rockingham)	110,000 *	Bond Issue 2015  Final Payment 2025	* Bond Issue 2015  Final Payment 2025
4675	Water Const. #20 – Principal (Exit 2 Booster Station)	154,194	Bond Issue 2018  Final Payment 2028	Bond Issue 2018  Final Payment 2028
4507	Drinking Water Capacity Rights #21 – Principal	160,000	Bond Issue 2019 Final Payment 2024	Bond Issue 2019 Final Payment 2024

## 2024 BUDGET WORKSHEET

DEPT NAME - WATER - DEBT

DEPT # - 38130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4509	Rte. 28 Water Main Replacement - Principal	288,313	** SRF Loan Issued 2021 Final Payment 2030	** SRF Loan Issued 2021 Final Payment 2030
4510	West Duston Main - Principal	58,530	Bond Issue 2021 Final Payment 2031	Bond Issue 2021 Final Payment 2031
4568	Rte. 28 Water Main Replacement - Interest	16,347	** 2024 Interest	** 2023 Interest
4569	West Duston Main - Interest	20,120	2024 Interest	2023 Interest
4689	Water Const. #15 – Interest	1,057	2024 Interest	2023 Interest
4691	Water Const. #17 – Interest	3,150	2024 Interest	2023 Interest
4692	Water Const. #18 – Interest	2,400	2024 Interest	2023 Interest
4693	Water Const. #19 – Interest	8,800	2024 Interest	2023 Interest

**2024 BUDGET WORKSHEET****DEPT NAME - WATER - DEBT****DEPT # - 38130**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4694	Water Const. #20 – Interest	9,594	2024 Interest	2023 Interest
4521	Drinking Water Capacity Rights #21 – Interest	4,000	2024 Interest	2023 Interest

\* Principal offset of 39,565 via amortized bond premiums

\*\* Offset by DBA

## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>WATER-CAPITAL PROJECTS</b>							
38140 - 4402	ENGINEERING SERVICES	-	-	-	225,000	225,000	225,000
38140 - 4738	WATER - VEHICLES	-	75,000	147,707	35,000	35,000	35,000
38140 - 4765	IMPROVEMENTS	365,878	400,000	406,280	-	-	-
38140 - 4888	GIS FLYOVER	-	5,000	4,199	-	-	-
SUBTOTAL		365,878	480,000	558,186	260,000	260,000	260,000

**2024 BUDGET WORKSHEET****DEPT NAME - WATER - CAPITAL PROJECTS****DEPT # - 38140**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2024</b>		<b>EXPLANATION 2023</b>	
4402	Engineering Services	225,000	Water treatment system analysis	225,000		
4738	Water - Vehicles	35,000	Ford Ranger P72	30,000	4x4 Utility Body Vehicle	75,000
			Replace engine in P76	5,000		



## 2024 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2022 EXPENDED	2023 BUDGET	2023 EXPENDED (PRE-AUDIT) (incl. encumb)	2024 COUNCIL RECOMM.	2024 BUD COM RECOMM.	2024 BUDGET
<b>WATER-WARRANT ARTICLES</b>							
38150 - 4968	OPEB TRUST	10,000	5,000	5,000	5,000	5,000	5,000
	SUBTOTAL	10,000	5,000	5,000	5,000	5,000	5,000
	GRAND TOTAL-WATER	5,413,143	6,166,078	5,585,163	6,192,048	6,192,048	6,192,048

## 2024 BUDGET WORKSHEET

DEPT NAME - WATER - WARRANT ARTICLES

DEPT # - 38150

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2024	EXPLANATION 2023
4968	OPEB Trust	5,000	To be placed in the OPEB Trust for Other Post Employment Benefits	To be placed in the OPEB Trust for Other Post Employment Benefits