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**TOWN OF SALEM, NH**  
**2021/2022 BUDGET COMPARISON**

**FY 22 BUDGET**

DEPARTMENT	2021 BUDGET			2022 BUDGET			\$ INCREASE/(DECREASE)			% INCREASE/(DECREASE)		
	SALARY/ BENEFITS	OTHER	TOTAL	SALARY/ BENEFITS	OTHER	TOTAL	SALARY/ BENEFITS	OTHER	TOTAL	SALARY/ BENEFITS	OTHER	TOTAL
Selectmen	18,899	41,322	60,221	18,672	41,975	60,647	(227)	653	426	-1.20%	1.58%	0.71%
District Court	-	91,708	91,708	-	127,342	127,342	-	35,634	35,634	-	38.86%	38.86%
Town Manager	549,225	7,015	556,240	553,815	10,088	563,903	4,590	3,073	7,663	0.84%	43.81%	1.38%
Legal	-	148,700	148,700	-	158,700	158,700	-	10,000	10,000	-	6.72%	6.72%
Human Resources	274,018	85,091	359,109	287,736	91,577	379,313	13,718	6,486	20,204	5.01%	7.62%	5.63%
Employee Benefits	1,490,388	18,859	1,509,247	1,449,248	28,163	1,477,411	(41,140)	9,304	(31,836)	-2.76%	-	-2.11%
Boards & Committees	5,811	17,652	23,463	5,799	19,152	24,951	(12)	1,500	1,488	-0.21%	8.50%	6.34%
Town Buildings	558	191,945	192,503	-	227,392	227,392	(558)	35,447	34,889	-100.00%	18.47%	18.12%
Finance	873,198	39,882	913,080	909,776	42,576	952,352	36,578	2,694	39,272	4.19%	6.75%	4.30%
Information Technology	-	787,081	787,081	-	1,000,467	1,000,467	-	213,386	213,386	-	27.11%	27.11%
Assessing	390,952	9,104	400,056	447,618	9,708	457,326	56,666	604	57,270	14.49%	6.63%	14.32%
Town Clerk	217,465	10,185	227,650	229,256	10,155	239,411	11,791	(30)	11,761	5.42%	-0.29%	5.17%
Elections	14,568	11,110	25,678	37,152	14,260	51,412	22,584	3,150	25,734	155.02%	28.35%	100.22%
Collections	261,148	-	261,148	285,493	-	285,493	24,345	-	24,345	9.32%	-	9.32%
Tax Collector	153,727	19,350	173,077	166,842	19,350	186,192	13,115	-	13,115	8.53%	0.00%	7.58%
Debt Service	-	975,266	975,266	-	836,294	836,294	-	(138,972)	(138,972)	-	-14.25%	-14.25%
Insurance	10,000	402,153	412,153	15,000	438,606	453,606	5,000	36,453	41,453	50.00%	9.06%	10.06%
Community Development	263,454	2,410	265,864	294,594	2,585	297,179	31,140	175	31,315	11.82%	7.26%	11.78%
Planning	343,455	2,040	345,495	379,191	2,373	381,564	35,736	333	36,069	10.40%	16.32%	10.44%
Police	11,952,817	644,787	12,597,604	12,838,822	660,439	13,499,261	886,005	15,652	901,657	7.41%	2.43%	7.16%
Fire	13,546,930	1,076,492	14,623,422	14,131,529	1,196,914	15,328,443	584,599	120,422	705,021	4.32%	11.19%	4.82%
Municipal Services	3,365,651	2,954,866	6,320,517	3,287,714	3,322,495	6,610,209	(77,937)	367,629	289,692	-2.32%	12.44%	4.58%
Human Services	132,419	148,730	281,149	133,978	140,730	274,708	1,559	(8,000)	(6,441)	1.18%	-5.38%	-2.29%
Community Services	584,167	66,736	650,903	607,236	100,063	707,299	23,069	33,327	56,396	3.95%	49.94%	8.66%
Library	1,274,542	337,406	1,611,948	1,298,433	343,730	1,642,163	23,891	6,324	30,215	1.87%	1.87%	1.87%
Community Contributions	-	23,250	23,250	-	12,600	12,600	-	(10,650)	(10,650)	-	-45.81%	-45.81%
<b>Subtotal - General Fund</b>	<b>35,723,392</b>	<b>8,113,140</b>	<b>43,836,532</b>	<b>37,377,904</b>	<b>8,857,734</b>	<b>46,235,638</b>	<b>1,654,512</b>	<b>744,594</b>	<b>2,399,106</b>	<b>4.63%</b>	<b>9.18%</b>	<b>5.47%</b>
Capital Improvements	-	1,349,699	1,349,699	-	2,324,838	2,324,838	-	975,139	975,139	-	72.25%	72.25%
Separate Warrant Articles	-	4,171,926	4,171,926	6,075	6,098,071	6,104,146	6,075	1,926,145	1,932,220	-	46.17%	46.31%
<b>Total - General Fund</b>	<b>35,723,392</b>	<b>13,634,765</b>	<b>49,358,157</b>	<b>37,383,979</b>	<b>17,280,643</b>	<b>54,664,622</b>	<b>1,660,587</b>	<b>3,645,878</b>	<b>5,306,465</b>	<b>4.65%</b>	<b>26.74%</b>	<b>10.75%</b>
<b>Sewer Fund</b>	<b>347,093</b>	<b>2,864,244</b>	<b>3,211,337</b>	<b>338,614</b>	<b>8,468,322</b>	<b>8,806,936</b>	<b>(8,479)</b>	<b>5,604,078</b>	<b>5,595,599</b>	<b>-2.44%</b>	<b>195.66%</b>	<b>174.25%</b>
<b>Water Fund</b>	<b>1,205,013</b>	<b>4,423,644</b>	<b>5,628,657</b>	<b>1,406,590</b>	<b>4,522,518</b>	<b>5,929,108</b>	<b>201,577</b>	<b>98,874</b>	<b>300,451</b>	<b>16.73%</b>	<b>2.24%</b>	<b>5.34%</b>
<b>Grand Total</b>	<b>37,275,498</b>	<b>20,922,653</b>	<b>58,198,151</b>	<b>39,129,183</b>	<b>30,271,483</b>	<b>69,400,666</b>	<b>1,853,685</b>	<b>9,348,830</b>	<b>11,202,515</b>	<b>4.97%</b>	<b>44.68%</b>	<b>19.25%</b>

## 2022 REVENUE REPORT

ACCOUNT NAME	2020 RECORDED	2021		2022 MGR RECOMM.	2022 BOS RECOMM.	2022 BUD COMM. RECOMM.	2022 BUDGET
		BUDGET	(PRE-AUDIT)				
<b>REVENUE SUMMARY</b>							
TAXES	271,711	175,000	298,360	195,500	195,500	195,500	195,500
INTERGOVERNMENTAL REVENUES-STATE	2,967,949	2,049,141	3,175,987	2,079,251	2,079,251	2,824,584	2,824,584
LICENSES AND PERMITS	8,717,380	8,099,233	9,486,867	8,608,100	8,208,100	8,608,100	8,608,100
CHARGES FOR SERVICES	3,886,607	3,765,584	4,349,614	4,012,114	4,012,114	4,062,114	4,062,114
MISCELLANEOUS REVENUES	242,571	66,000	472,383	41,000	41,000	41,000	41,000
OTHER FINANCING SOURCES	773,609	2,737,750	185,301	3,515,617	12,165,618	12,165,618	7,365,618
<b>TOTAL - GENERAL FUND</b>	<b>16,859,827</b>	<b>16,892,708</b>	<b>17,968,512</b>	<b>18,451,582</b>	<b>26,701,583</b>	<b>27,896,916</b>	<b>23,096,916</b>
INCOME FROM SEWER FUND	3,041,860	3,211,337	4,963,010	3,423,017	3,401,936	8,806,936	8,806,936
INCOME FROM WATER FUND	5,034,411	5,628,657	5,165,890	5,921,908	5,914,725	5,929,108	5,929,108
<b>TOTAL REVENUES</b>	<b>24,936,098</b>	<b>25,732,702</b>	<b>28,097,412</b>	<b>27,796,507</b>	<b>36,018,244</b>	<b>42,632,960</b>	<b>37,832,960</b>

## 2022 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2020 RECORDED	2021	2021	2022 MGR RECOMM.	2022 BOS RECOMM.	2022 BUD COMM. RECOMM.	2022 BUDGET
			BUDGET	(PRE-AUDIT)				
<b>TAXES</b>								
1 - 3120	YIELD TAX	5,929	1,000	5,990	3,500	3,500	3,500	3,500
1 - 3130	BOAT TAX	39,506	12,000	30,241	25,000	25,000	25,000	25,000
	INTEREST AND PENALTIES	226,276	162,000	262,129	167,000	167,000	167,000	167,000
		271,711	175,000	298,360	195,500	195,500	195,500	195,500

## 2022 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2020 RECORDED	2021 BUDGET	2021 (PRE-AUDIT)	2022 MGR RECOMM.	2022 BOS RECOMM.	2022 BUD COMM. RECOMM.	2022 BUDGET
<b>INTEREST AND PENALTIES</b>								
1 - 3160	INTEREST-CURRENT YR. PROP TAX	28,454	27,000	20,090	27,000	27,000	27,000	27,000
1 - 3161	INTEREST-PRIOR YRS. PROP TAX	64,855	70,000	105,949	75,000	75,000	75,000	75,000
1 - 3183	TAX LIEN INTEREST-2020 LEVY	-	20,000	14,597	25,000	25,000	25,000	25,000
1 - 3184	TAX LIEN INTEREST-2019 LEVY	23,362	25,000	44,691	20,000	20,000	20,000	20,000
1 - 3185	TAX LIEN INTEREST-2018 LEVY	51,125	20,000	62,905	-	-	-	-
1 - 3186	TAX LIEN INTEREST-2017 LEVY	56,738	-	10,681	-	-	-	-
1 - 3187	TAX LIEN INTEREST-2016 LEVY	919	-	302	-	-	-	-
1 - 3188	TAX LIEN INTEREST-2015 LEVY	317	-	-	-	-	-	-
1 - 3189	TAX LIEN INTEREST-2013 LEVY	206	-	-	-	-	-	-
1 - 3191	TAX LIEN INTEREST-2021 LEVY	-	-	-	20,000	20,000	20,000	20,000
1 - 3192	TAX LIEN INTEREST-2014 LEVY	300	-	2,875	-	-	-	-
1 - 3193	OTHER TAX INTEREST	-	-	39	-	-	-	-
		226,276	162,000	262,129	167,000	167,000	167,000	167,000

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

## 2022 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2020 RECORDED	2021	2021	2022 MGR RECOMM.	2022 BOS RECOMM.	2022 BUD COMM. RECOMM.	2022 BUDGET
			BUDGET	(PRE-AUDIT)				
<b><i>INTERGOVERNMENTAL REVENUES-STATE</i></b>								
1 - 3207	MEALS & ROOMS	1,515,905	1,454,667	2,256,695	1,454,667	1,454,667	2,200,000	2,200,000
1 - 3202	HIGHWAY BLOCK GRANT	659,353	489,474	651,996	523,584	523,584	523,584	523,584
1 - 3215	OTHER GOVERNMENTAL REVENUE	792,691	105,000	267,296	101,000	101,000	101,000	101,000
		2,967,949	2,049,141	3,175,987	2,079,251	2,079,251	2,824,584	2,824,584

## 2022 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2020 RECORDED	2021	2021	2022 MGR RECOMM.	2022 BOS RECOMM.	2022 BUD COMM. RECOMM.	2022 BUDGET
			BUDGET	(PRE-AUDIT)				
<b>LICENSES AND PERMITS</b>								
1 - 3240	AUTO PERMITS	7,145,920	6,600,000	7,233,161	7,000,000	6,600,000	7,000,000	7,000,000
1 - 3243	DOG LICENSES	15,366	17,000	28,518	16,000	16,000	16,000	16,000
	BUSINESS LICENSES, PERMITS, FEES	1,556,094	1,482,233	2,225,188	1,592,100	1,592,100	1,592,100	1,592,100
		8,717,380	8,099,233	9,486,867	8,608,100	8,208,100	8,608,100	8,608,100

## 2022 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2020 RECORDED	2022 REVENUE REPORT		2022 MGR RECOMM.	2022 BOS RECOMM.	2022 BUD COMM. RECOMM.	2022 BUDGET
			2021 BUDGET	2021 (PRE-AUDIT)				
<b>BUSINESS LICENSES, PERMITS, FEES</b>								
1 - 3224	OTHER BUSINESS LICENSES	14	-	36	-	-	-	-
1 - 3239	MUNICIPAL AGENT FEE	114,633	110,000	116,922	110,000	110,000	110,000	110,000
1 - 3241	TITLE FEES	15,338	13,000	16,280	15,000	15,000	15,000	15,000
1 - 3242	MARRIAGE LICENSES	1,352	1,000	1,645	1,200	1,200	1,200	1,200
1 - 3258	STREET DAMAGE FEES-ENGINEERING	390	50	-	-	-	-	-
1 - 3259	STREET OPENING-ENGINEERING	2,250	1,000	4,500	1,000	1,000	1,000	1,000
1 - 3260	BUILDING PERMITS	886,188	900,000	1,453,015	950,000	950,000	950,000	950,000
1 - 3261	ELECTRICAL PERMITS	141,697	95,000	190,269	105,000	105,000	105,000	105,000
1 - 3262	PLUMBING PERMITS	74,114	60,000	95,071	65,000	65,000	65,000	65,000
1 - 3263	GAS PERMITS (& OTHER)	64,729	50,000	90,685	75,000	75,000	75,000	75,000
1 - 3265	FOOD SERVICE LICENSE	45,705	44,000	49,855	45,000	45,000	45,000	45,000
1 - 3266	TATTOO PARLOR LICENSE	3,700	3,000	4,150	3,500	3,500	3,500	3,500
1 - 3268	MASSAGE LICENSE	4,700	4,333	1,000	900	900	900	900
1 - 3269	OTHER HEALTH DEPT. LICENSES	250	250	200	250	250	250	250
1 - 3365	LANDFILL-PERMITS	170,070	180,000	175,880	195,000	195,000	195,000	195,000

## 2022 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2020 RECORDED	2021	2021	2022 MGR RECOMM.	2022 BOS RECOMM.	2022 BUD COMM. RECOMM.	2022 BUDGET
			BUDGET	(PRE-AUDIT)				
1 - 3366	ANIMAL CONTROL FEES	485	600	100	250	250	250	250
1 - 3371	SEPTIC INSPECTION FEES	30,480	20,000	25,580	25,000	25,000	25,000	25,000
		1,556,094	1,482,233	2,225,188	1,592,100	1,592,100	1,592,100	1,592,100

## 2022 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2020 RECORDED	2021	2021	2022 MGR RECOMM.	2022 BOS RECOMM.	2022 BUD COMM. RECOMM.	2022 BUDGET
			BUDGET	(PRE-AUDIT)				
<b>CHARGES FOR SERVICES</b>								
	INCOME FROM DEPARTMENTS	2,949,651	2,869,539	3,381,810	3,116,272	3,116,272	3,166,272	3,166,272
1 - 3620	RENT OF TOWN PROPERTY	16,140	16,484	16,771	17,088	17,088	17,088	17,088
1 - 3625	INCOME FROM SCHOOL	347,069	357,677	353,471	358,682	358,682	358,682	358,682
1 - 3630	COURT HOUSE LEASE	419,397	421,884	420,072	420,072	420,072	420,072	420,072
1 - 3305	OUTSIDE POLICE DETAIL	154,350	100,000	177,490	100,000	100,000	100,000	100,000
		3,886,607	3,765,584	4,349,614	4,012,114	4,012,114	4,062,114	4,062,114

## 2022 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2020 RECORDED	2021		2022 MGR RECOMM.	2022 BOS RECOMM.	2022 BUD COMM. RECOMM.	2022 BUDGET
			BUDGET	(PRE-AUDIT)				
<b><i>INCOME FROM DEPARTMENTS</i></b>								
1 - 3180	MISCELLANEOUS CHARGES	500	100	525	500	500	500	500
1 - 3230	ELECTIONS & REGISTRATION	591	100	736	600	600	600	600
1 - 3244	CIVIL FORFEITURE	125	4,000	28,113	5,000	5,000	5,000	5,000
1 - 3245	UCC FILINGS	10,965	8,000	9,675	8,000	8,000	8,000	8,000
1 - 3246	CERTIFIED COPIES	11,367	11,000	11,579	11,000	11,000	11,000	11,000
1 - 3247	RECORDING & OTHER	5,642	1,800	5,335	2,000	2,000	2,000	2,000
1 - 3248	COLLECTION FEES	1,554	1,000	1,152	1,000	1,000	1,000	1,000
1 - 3249	MISCELLANEOUS-TOWN CLERK	1,387	150	126	1,000	1,000	1,000	1,000
1 - 3232	MAPS, COPIES, ETC.	617	750	510	400	400	400	400
1 - 3237	PLANNING BOARD	24,554	25,000	294,434	75,000	75,000	125,000	125,000
1 - 3231	PUBLIC HEARINGS (BOA)	9,605	8,000	11,685	8,000	8,000	8,000	8,000
1 - 3300	POLICE ALARM PERMITS	1,650	1,650	2,075	2,000	2,000	2,000	2,000
1 - 3301	PISTOL PERMITS	2,930	2,300	2,230	2,700	2,700	2,700	2,700
1 - 3302	FINGERPRINTING	120	70	465	250	250	250	250
1 - 3303	PAWN SHOP REGISTRATIONS	21,250	21,250	18,750	18,750	18,750	18,750	18,750

## 2022 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2020 RECORDED	2021		2022 MGR RECOMM.	2022 BOS RECOMM.	2022 BUD COMM. RECOMM.	2022 BUDGET
			BUDGET	(PRE-AUDIT)				
1 - 3304	POLICE REPORTS	1,503	1,600	1,854	1,600	1,600	1,600	1,600
1 - 3306	POLICE ALARMS	16,950	15,000	13,225	13,000	13,000	13,000	13,000
1 - 3307	PARKING FINES	340	350	530	350	350	350	350
1 - 3308	OTHER POLICE DEPT. INCOME	1,128	1,900	3,896	2,500	2,500	2,500	2,500
1 - 3309	WITNESS FEES	-	-	373	-	-	-	-
1 - 3330	FIRE PERMITS	58,776	55,000	60,071	55,000	55,000	55,000	55,000
1 - 3332	FIRE ALARM MONITORING FEES	120,800	117,000	117,950	120,000	120,000	120,000	120,000
1 - 3333	AMBULANCE FEES	1,516,937	1,650,000	1,635,852	1,650,000	1,650,000	1,650,000	1,650,000
1 - 3335	OTHER FIRE DEPT. INCOME	2,950	3,217	4,551	3,000	3,000	3,000	3,000
1 - 3336	CPR TRAINING EDUCATION-PUBLIC	370	7,500	60	5,000	5,000	5,000	5,000
1 - 3360	CEMETERY LOTS	33,640	17,000	35,075	17,000	17,000	17,000	17,000
1 - 3361	CEMETERY OPENINGS	56,445	38,000	56,730	50,000	50,000	50,000	50,000
1 - 3364	LANDFILL-REVENUE SHARING	47,842	25,000	47,448	40,000	40,000	40,000	40,000
1 - 3368	LANDFILL-TONNAGE CHARGES	434,803	300,000	452,056	420,000	420,000	420,000	420,000
1 - 3380	WELFARE CHARGES	541	-	-	-	-	-	-
1 - 3382	WELFARE LIENS	52,212	1,000	1,080	1,000	1,000	1,000	1,000
1 - 3400	RECREATION CHARGES	-	4,000	-	4,000	4,000	4,000	4,000

## 2022 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2020 RECORDED	2021	2021	2022 MGR RECOMM.	2022 BOS RECOMM.	2022 BUD COMM. RECOMM.	2022 BUDGET
			BUDGET	(PRE-AUDIT)				
1 - 3401	LIBRARY REVENUE	4,083	2,000	9,130	7,000	7,000	7,000	7,000
1 - 3404	SENIOR CENTER REVENUE	11,625	10,000	10,275	10,000	10,000	10,000	10,000
1 - 3450	SEWER ADMIN. CHARGE	233,120	249,080	249,080	266,943	266,943	266,943	266,943
1 - 3452	SCTV ADMIN. CHARGE	7,500	7,500	7,500	7,500	7,500	7,500	7,500
1 - 3460	WATER ADMIN. CHARGE	241,525	276,722	276,722	300,435	300,435	300,435	300,435
1 - 3640	COURT FINES	6,323	2,500	2,904	1,500	1,500	1,500	1,500
1 - 3780	INTERFUND TRANSFER	7,383	-	604	4,244	4,244	4,244	4,244
		2,949,651	2,869,539	3,381,810	3,116,272	3,116,272	3,166,272	3,166,272

## 2022 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2020 RECORDED	2021	2021	2022 MGR RECOMM.	2022 BOS RECOMM.	2022 BUD COMM. RECOMM.	2022 BUDGET
			BUDGET	(PRE-AUDIT)				
<b>MISCELLANEOUS REVENUES</b>								
1 - 3600	INTEREST EARNINGS	37,561	50,000	19,894	25,000	25,000	25,000	25,000
1 - 3710	SALE OF TOWN PROPERTY	6,570	1,000	296,302	1,000	1,000	1,000	1,000
1 - 3650	WORKERS' COMP. RETURN OF PREM.	146,297	-	-	-	-	-	-
1 - 3660	UNEMPLOYMENT COMP RETURN	4,795	-	-	-	-	-	-
1 - 3665	PROP/LIAB RETURN OF PREMIUM	-	-	107,657	-	-	-	-
1 - 3740	MISCELLANEOUS REVENUES	47,347	15,000	48,530	15,000	15,000	15,000	15,000
		242,571	66,000	472,383	41,000	41,000	41,000	41,000

## 2022 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2020 RECORDED	2021	2021	2022 MGR RECOMM.	2022 BOS RECOMM.	2022 BUD COMM. RECOMM.	2022 BUDGET
			BUDGET	(PRE-AUDIT)				
<b>OTHER FINANCING SOURCES</b>								
1 - 3670	OTHER FINANCING SOURCES	651,119	413,488	75,070	909,699	909,699	909,699	909,699
1 - 3610	INTEREST EARNINGS-TRUST FUND	27,169	20,000	29,122	20,000	20,000	20,000	20,000
1 - 3616	AMORTIZED BOND PREMIUM	15,918	54,997	-	15,918	15,918	15,918	15,918
1 - 3700	PILOT	79,402	70,000	81,109	70,000	70,000	70,000	70,000
1 - 3800	USE OF FUND BALANCE	-	2,179,265	-	2,500,000	5,000,000	5,000,000	5,000,000
		773,609	2,737,750	185,301	3,515,617	12,165,618	12,165,618	7,365,618

DEPT.	2020 EXPENDED	2022 BUDGET			2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
		2021 BUDGET	2021 EXPENDED (PRE-AUDIT)	2022 BUDGET			
<b><i>SELECTMEN/COURT SUMMARY</i></b>							
SELECTMEN	56,213	60,221	60,340	60,647	60,647	60,647	60,647
DISTRICT COURT	92,869	91,708	97,431	127,342	127,342	127,342	127,342
<b>TOTAL - SELECTMEN/COURT</b>	<b>149,082</b>	<b>151,929</b>	<b>157,771</b>	<b>187,989</b>	<b>187,989</b>	<b>187,989</b>	<b>187,989</b>

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>SELECTMEN</b>									
10100 - 4090	REGULAR PAY	15,000	15,000	14,459		15,000	15,000	15,000	15,000
10100 - 4092	TEMPORARY PAY	1,860	2,500	2,256		2,300	2,300	2,300	2,300
10100 - 4172	WORKERS' COMPENSATION	32	41	41		42	42	42	42
10100 - 4174	FICA-SOCIAL SECURITY	1,290	1,351	1,279		1,324	1,324	1,324	1,324
10100 - 4177	UNEMPLOYMENT COMPENSATION	10	7	11		6	6	6	6
10100 - 4200	OFFICE SUPPLIES	689	625	867		750	750	750	750
10100 - 4202	TOWN REPORT/WARRANT	3,854	4,500	3,595		4,500	4,500	4,500	4,500
10100 - 4400	CONTRACTED SERVICES	1,500	3,647	2,138		3,647	3,647	3,647	3,647
10100 - 4405	MEMBERSHIPS & PUBLICATIONS	28,093	29,500	28,416		29,500	29,500	29,500	29,500
10100 - 4406	PRINTING & BINDING	790	800	2,849		800	800	800	800
10100 - 4410	ADVERTISING	3,095	2,250	4,429		2,778	2,778	2,778	2,778
TOTAL		56,213	60,221	60,340		60,647	60,647	60,647	60,647

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE	2022 BUDGETED SALARY
		NET CHANGE	
SELECTMEN - 10100			
4090	SELECTMEN (5)	0	15,000
		-----	15,000

## 2022 BUDGET WORKSHEET

DEPT NAME - SELECTMEN

DEPT # - 10100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Temporary Pay	2,300	Recording secretary & staff support for Selectmen business and meetings. (2 hour minimum)	Recording secretary & staff support for Selectmen business and meetings. (2 hour minimum) 3 yr wgtd avg - 2,163
4200	Office Supplies	750	Photocopies, Selectmen nameplates, steno pads, proclamation frames, etc.	Photocopies, Selectmen nameplates, steno pads, proclamation frames, etc.
4202	Town Report/Town Warrant	4,500	Printing of annual Town Report.	Printing of annual Town Report.
4400	Contracted Services	3,647	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. (3 yr wgtd avg-3,647)
4405	Memberships	29,500	NH Municipal Association	NH Municipal Association
4406	Printing & Binding	800	Printing of proposed and approved budget.	Printing of proposed and approved budget.
4410	Advertising	2,778	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. (3 yr wgtd avg-2,778)

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>DISTRICT COURT</b>									
10200 - 4201	MAINTENANCE SUPPLIES	2,569	2,000	2,927		2,500	2,500	2,500	2,500
10200 - 4450	TELEPHONE	326	332	338		332	332	332	332
10200 - 4452	BUILDING MAINTENANCE	29,057	18,127	24,507		44,897	44,897	44,897	44,897
10200 - 4457	GROUNDS MAINTENANCE	1,611	1,800	2,541		1,800	1,800	1,800	1,800
10200 - 4470	GENERAL LIABILITY	342	323	337		385	385	385	385
10200 - 4491	PROPERTY INSURANCE	3,956	4,472	4,363		4,691	4,691	4,691	4,691
10200 - 4495	HEAT	24,233	26,825	28,243		26,266	26,266	26,266	26,266
10200 - 4496	ELECTRICITY	29,186	36,548	33,137		34,070	34,070	34,070	34,070
10200 - 4497	OTHER UTILITIES	1,589	1,281	1,040		1,281	1,281	1,281	1,281
10200 - 4498	BUILDING REPAIRS	-	-	-		11,120	11,120	11,120	11,120
TOTAL		92,869	91,708	97,431		127,342	127,342	127,342	127,342

## 2022 BUDGET WORKSHEET

DEPT NAME - DISTRICT COURT

DEPT # - 10200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4201	Maintenance Supplies	2,500	Paper towels, toilet tissue, soap, plastic trash liners, light bulbs, etc.	Paper towels, toilet tissue, soap, plastic trash liners, light bulbs, etc. 3 yr wgtd avg. (3,240)
4450	Telephone	332	Elevator telephone line charge	Elevator telephone line charge 3 yr wgtd avg. (324)
4452	Building Maintenance	44,897	HVAC / Burner maintenance Elevator Inspection \$196/mo. Elevator State Inspection Alarm system monitoring Pest control (54/mo.) Window cleaning outside Building Fire Alarm Test (2) General maintenance to building Interior Painting Parking Lot Lighting	HVAC / Burner maintenance Elevator Inspection \$188/mo. Elevator State Inspection Alarm system monitoring Pest control (52/mo.) Window cleaning outside Building Fire Alarm Test (2) General maintenance to building 24,250 7,400 3 yr wgtd avg. (19,732)
4457	Grounds Maintenance	1,800	Plantings, mulch, etc	Plantings, mulch, etc 3 yr wgtd avg. (1,697)
4470	General Liability	385	Liability coverage (allocation based on percentage of overall expenditures) (estimated 5% increase over 2021/22 rates)	Liability coverage (allocation based on percentage of overall expenditures) (estimated 5% increase over 2020/21 rates)
4491	Property Insurance	4,691	Insurance for building (estimated 5% increase over 2021/22 rates)	Insurance for building (estimated 5% increase over 2020/21 rates)
4495	Heat	26,266	Heating and air conditioning costs.	Heating and air conditioning costs.

## 2022 BUDGET WORKSHEET

DEPT NAME - DISTRICT COURT

DEPT # - 10200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021	
4496	Electricity	34,070	11,177 gals. Oil @ \$2.35 Electricity for Court House building and parking lot lighting Based on 2019	34,070	3 yr wgtd avg. 11,177 gals. Oil @ \$2.40 Electricity for Court House building and parking lot lighting Based on 3 yr wgtd avg plus 3% 3 yr wgtd avg. (35,484) 36,548
4497	Other Utilities	1,281	Sewer and Water Level funded	1,281	Sewer and Water 3 yr wgtd avg. (1,281) 1,281
4498	Building Repairs	11,120	Drop Ceilings	11,120	Emergency/Exit Lighting 7,200

NOTE: Revenues from rent of the Court House - estimated at \$420,072 for 2022

DEPT.	2020 EXPENDED	2022 BUDGET			2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
		2021 BUDGET	2021 EXPENDED (PRE-AUDIT)	2022 BUDGET			
<b>TOWN MANAGER SUMMARY</b>							
TOWN MANAGER	488,485	556,240	471,808	580,959	563,903	563,903	
LEGAL	118,492	148,700	168,036	158,700	158,700	158,700	
HUMAN RESOURCES	332,765	359,109	356,318	379,313	379,313	379,313	
EMPLOYEE BENEFITS	1,194,566	1,509,247	1,412,786	1,506,653	1,477,411	1,477,411	
BOARDS & COMMITTEES	23,154	23,463	29,221	24,951	24,951	24,951	
TOWN BUILDINGS	214,816	192,503	221,809	232,392	227,392	227,392	
<hr/>		<hr/>			<hr/>		
TOTAL - TOWN MANAGER	2,372,280	2,789,262	2,659,978	2,882,968	2,831,670	2,831,670	

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>TOWN MANAGER</b>									
10300 - 4090	REGULAR PAY	320,789	338,744	297,584		337,730	337,730	337,730	337,730
10300 - 4092	TEMPORARY PAY	-	25,000	9,750		34,112	34,112	17,056	17,056
10300 - 4170	RETIREMENT	35,710	45,888	37,292		47,486	47,486	47,486	47,486
10300 - 4171	DISABILITY INSURANCE	2,268	2,287	2,016		2,502	2,502	2,502	2,502
10300 - 4172	WORKERS' COMPENSATION	558	837	822		893	893	893	893
10300 - 4174	FICA-SOCIAL SECURITY	22,967	27,827	22,270		28,446	28,446	28,446	28,446
10300 - 4176	HEALTH INSURANCE	99,134	103,977	93,673		117,420	115,053	115,053	115,053
10300 - 4177	UNEMPLOYMENT COMPENSATION	101	156	101		140	140	140	140
10300 - 4178	LIFE INSURANCE	828	828	730		828	828	828	828
10300 - 4179	DENTAL INSURANCE	3,405	3,681	3,272		3,681	3,681	3,681	3,681
10300 - 4200	OFFICE SUPPLIES	1,890	1,800	951		2,000	2,000	2,000	2,000
10300 - 4405	MEMBERSHIPS & PUBLICATIONS	309	1,085	1,513		2,913	2,913	2,913	2,913
10300 - 4407	VOUCHERED EXPENSE	-	-	-		525	525	525	525
10300 - 4408	VEHICLE EXPENSE	-	800	-		250	250	250	250
10300 - 4450	TELEPHONE	406	480	-		-	-	-	-

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
10300 - 4453	MEETINGS & TRAINING	120	2,250	265	4,000	4,000	4,000	4,000	4,000
10300 - 4600	OFFICE FURNITURE & EQUIPMENT	-	600	1,568	400	400	400	400	400
	TOTAL	488,485	556,240	471,808	583,326	580,959	563,903	563,903	563,903

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE	2022 NET CHANGE	BUDGETED SALARY
TOWN MANAGER - 10300				
4090	TOWN MANAGER	0		153,758
	ASSISTANT TOWN MANAGER	0		115,000
	EXECUTIVE ASSISTANT	0		68,972
			-----	
				337,730

## 2022 BUDGET WORKSHEET

DEPT NAME - TOWN MANAGER

DEPT # - 10300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021	
4092	Temporary Pay	17,056	Right to Know Specialist (25 hrs/wk)	17,056 Part time clerk coverage for Exec Asst Right to Know requests	
4200	Office Supplies	2,000	Photocopies, envelopes, paper, file folders and other office supplies.	Photocopies, envelopes, paper, file folders and other office supplies.	
4405	Memberships & Publications	2,913	NH Municipal Managers Association Dues (NHMMA) ICMA Dues - Town Manager ICMA Dues - Assistant Town Manager Union Leader Eagle Tribune NH Town and City (publication) Misc dues/publications	110 NH Municipal Managers Association Dues (NHMMA) 1,250 ICMA Dues - Town Manager 1,100 ICMA Dues - Assistant Town Manager 203 Union Leader - Eagle Tribune 50 NH Town and City (publication) 200 Misc dues/publications	100 NH Municipal Managers Association Dues (NHMMA) - ICMA Dues - Town Manager - ICMA Dues - Assistant Town Manager 178 Union Leader 217 Eagle Tribune 50 NH Town and City (publication) 540 Misc dues/publications
4407	Vouchered Expense	525	Employee recognition	525	
4408	Vehicle Expense	250	Mileage reimbursement for Town Manager & Assistant Town Manager	Mileage reimbursement for Town Manager & Assistant Town Manager	
4453	Meetings & Training	4,000	Conferences for Town Manager Per contract Conferences for Assistant Town Manager	2,500 Conferences for Town Manager Per contract 1,500 Conferences for Assistant Town Manager	1,250 Conferences for Town Manager - Conferences for Assistant Town Manager
4600	Office Furniture & Equipment	400	Filing cabinet (for clerk)	400 Furniture - Desk and filing cabinet (for clerk)	600

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b><i>LEGAL</i></b>									
10310 - 4399	LEGAL SERVICES	111,195	140,000	159,401		150,000	150,000	150,000	150,000
10310 - 4400	CONTRACTED SERVICES	3,839	5,700	4,472		5,700	5,700	5,700	5,700
10310 - 4405	MEMBERSHIPS & PUBLICATIONS	3,458	3,000	4,163		3,000	3,000	3,000	3,000
TOTAL		118,492	148,700	168,036		158,700	158,700	158,700	158,700

## 2022 BUDGET WORKSHEET

DEPT NAME - LEGAL

DEPT # - 10310

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4399	Legal Services	150,000	Outside legal services (2018-2020, 3-year weighted average=129,982)	Outside legal services (2017-2019, 3-year weighted average=178,843)
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 (3 yr wgtd avg-2,141)

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>HUMAN RESOURCES</b>									
10320 - 4090	REGULAR PAY	151,337	162,750	162,136		164,717	164,717	164,717	164,717
10320 - 4092	TEMPORARY PAY	30,351	32,089	36,429		36,480	36,480	36,480	36,480
10320 - 4170	RETIREMENT	16,972	20,532	20,681		23,158	23,158	23,158	23,158
10320 - 4171	DISABILITY INSURANCE	1,293	1,341	1,346		1,474	1,474	1,474	1,474
10320 - 4172	WORKERS' COMPENSATION	319	449	440		484	484	484	484
10320 - 4174	FICA-SOCIAL SECURITY	12,493	14,906	14,333		15,392	15,392	15,392	15,392
10320 - 4176	HEALTH INSURANCE	37,545	39,888	39,888		44,856	43,980	43,980	43,980
10320 - 4177	UNEMPLOYMENT COMPENSATION	101	117	101		105	105	105	105
10320 - 4178	LIFE INSURANCE	480	534	516		534	534	534	534
10320 - 4179	DENTAL INSURANCE	1,391	1,412	1,412		1,412	1,412	1,412	1,412
10320 - 4200	OFFICE SUPPLIES	442	1,100	684		1,500	1,500	1,500	1,500
10320 - 4223	ACADEMIC REIMBURSEMENT	960	-			-	-	-	-
10320 - 4400	CONTRACTED SERVICES	208	209	174		278	278	278	278
10320 - 4405	MEMBERSHIPS & PUBLICATIONS	219	637	711		637	637	637	637
10320 - 4406	PRINTING & BINDING	-	200	-		200	200	200	200

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021		2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)				
10320 - 4410	ADVERTISING	-	300	825	500	500	500	500
10320 - 4423	MEDICAL EXAMS/HIRING	7,973	15,000	9,424	15,000	15,000	15,000	15,000
10320 - 4444	MEDIATION/NEGOTIATION	68,576	65,000	66,663	70,000	70,000	70,000	70,000
10320 - 4453	MEETINGS & TRAINING	-	2,000	55	2,450	2,450	2,450	2,450
10320 - 4905	JOINT LOSS SAFETY COMMITTEE	2,105	645	501	1,012	1,012	1,012	1,012
TOTAL		332,765	359,109	356,318	380,189	379,313	379,313	379,313

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY
HUMAN RESOURCES - 10320			
4090	HUMAN RESOURCES DIRECTOR EMPLOYEE RELATIONS COORDINATOR	0 0	101,498 63,219
			----- 164,717

## 2022 BUDGET WORKSHEET

## DEPT NAME - HUMAN RESOURCES

## DEPT # - 10320

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021	
4092	Temporary Pay	36,480	Part time HR Specialist (24 hours/week)	Part time Admin Assistant (24 hours/week)	
4200	Office Supplies	1,500	Paper, pencils, pens, binders, file folders, paper clips, envelopes, etc. Filing cabinet, 4 drawer	1,100 400	Paper, pencils, pens, binders, file folders, paper clips, envelopes, etc. (3 yr wgtd avg-1,094)
4400	Contracted Services	278	Flexible Spending administration fee. Note: \$5.79/mo./employee for 4 participants.	278	Flexible Spending administration fee. Note: \$5.79/mo./employee for 3 current participants.
4405	Membership & Publications	637	IPMA-HR (Required for exams) Society for Human Resources (HR Director)	417 220	IPMA-HR (Required for exams) Society for Human Resources (HR Director)
4406	Printing & Binding	200	Printing costs for manuals, insurance information and wellness program documents.		Printing costs for manuals, insurance information and wellness program documents.
4410	Advertising	500	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, newspaper, and professional publications.
4423	Medical Exams/Hiring	15,000	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.

## 2022 BUDGET WORKSHEET

DEPT NAME - HUMAN RESOURCES

DEPT # - 10320

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4444	Mediation / Negotiation	70,000	Legal assistance relating to 5 labor contracts, including negotiation, mediation, labor relations, arbitration cases, and grievances. union contracts negotiation -2 expiring in 2023	Legal assistance relating to 5 labor contracts, including negotiation, mediation, labor relations, arbitration cases, and grievances.
4453	Meetings & Training	2,450	Mileage costs (.56 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 (.575 per mile) for HR employee training, including Primex free training, Annual Public Sector Labor and Employment Law Update, continuing education seminars and HR Certifications.
4905	Joint Loss Safety Committee	1,012	Per Dept. of Labor LAB 603.02 Establishment of a JLMC that states: "the committee shall have control over a portion of the budget." AED Supplies replacement of expired items, Ice Alert sign (library,WTP, DPW, PD)	Per Dept. of Labor LAB 603.02 Establishment of a JLMC that states: "the committee shall have control over a portion of the budget." AED Supplies replacement of expired items, Ice Alert sign (Senior Ctr)

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>EMPLOYEE BENEFITS</b>									
10330 - 4090	REGULAR PAY	32,029	23,828	22,029		24,621	49,242	20,000	20,000
10330 - 4109	EMPLOYEE RETIREMENT BEN.	413,961	460,673	547,521		460,673	460,673	460,673	460,673
10330 - 4114	ANNUAL SICK/VAC LEAVE BUY-BACK	179,324	171,110	179,533		171,110	171,110	171,110	171,110
10330 - 4117	ESICK / EFMLA	2,898	-	-		-	-	-	-
10330 - 4176	HEALTH INSURANCE	563,516	834,777	644,837		814,321	797,465	797,465	797,465
10330 - 4223	ACADEMIC REIMBURSEMENT	-	15,982	16,005		25,270	25,270	25,270	25,270
10330 - 4400	CONTRACTED SERVICES	2,839	2,877	2,861		2,893	2,893	2,893	2,893
TOTAL		1,194,566	1,509,247	1,412,786		1,498,888	1,506,653	1,477,411	1,477,411

## 2022 BUDGET WORKSHEET

## DEPT NAME - EMPLOYEE BENEFITS

## DEPT # - 10330

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4090	Regular Pay	20,000	Represents Non-Affiliate pool to be allocated in 2022 for the following employees not associated with a union contract: Town Manager, Executive Assistant, HR Director, Employee Relations Coord, HR Admin Asst., Finance Director, Assistant Town Manager, Municipal Services Director, Fire Chief, Police Chief, Town Clerk, and Tax Collector. Amount calculated based on 4% of budgeted annual salaries for 9 months. Total request includes \$38,950 in salary and \$10,292 in associated benefits.	Represents Non-Affiliate pool to be allocated in 2021 for the following employees not associated with a union contract: Town Manager, Executive Assistant, HR Director, Employee Relations Coord, HR Admin Asst., Finance Director, Assistant Town Manager, Municipal Services Director, Fire Chief, Police Chief, Town Clerk, and Tax Collector. Amount calculated based on 2% of budgeted annual salaries for 9 months. Total request includes \$18,953 in salary and \$4,875 in associated benefits.
4109	Employee Retirement Benefits	460,673	Funding for buy-outs of sick and vacation accruals for terminating employees.	Funding for buy-outs of sick and vacation accruals for terminating employees. (3 yr wgtd avg-460,673)
4114	Annual Sick/Vacation Leave Buy-Back	171,110	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. (3 yr wgtd avg-171,110)
4176	Health Insurance	797,465	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 (28 PD/8FD).	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 37 retirees (28 PD/9FD).

## 2022 BUDGET WORKSHEET

## DEPT NAME - EMPLOYEE BENEFITS

## DEPT # - 10330

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4223	Academic Reimbursement	25,270	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. Consolidated from other department budgets.
4400	Contracted Services	2,893	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 @ 176	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 @ 175

DEPT.	2020 EXPENDED	2022 BUDGET			2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
		2021 BUDGET	2021 EXPENDED (PRE-AUDIT)	2022 BUDGET			
<b>BOARDS &amp; COMMITTEES SUMMARY</b>							
PLANNING BOARD	2,628	4,004	3,685	4,003	4,003	4,003	4,003
BOARD OF ADJUSTMENT	1,418	1,757	2,290	1,757	1,757	1,757	1,757
BUDGET COMMITTEE	2,101	1,795	1,882	1,795	1,795	1,795	1,795
CONSERVATION COMMISSION	2,030	2,190	1,906	2,179	2,179	2,179	2,179
TRUSTEE OF TRUST FUNDS	14,932	13,717	19,458	15,217	15,217	15,217	15,217
<b>TOTAL-BOARDS &amp; COMMITTEE</b>	<b>23,109</b>	<b>23,463</b>	<b>29,221</b>		<b>24,951</b>	<b>24,951</b>	<b>24,951</b>

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>PLANNING BOARD</b>									
10341 - 4092	TEMPORARY PAY	1,845	2,500	2,536		2,500	2,500	2,500	2,500
10341 - 4172	WORKERS' COMPENSATION	5	6	6		6	6	6	6
10341 - 4174	FICA-SOCIAL SECURITY	141	191	194		191	191	191	191
10341 - 4177	UNEMPLOYMENT COMPENSATION	8	7	11		6	6	6	6
10341 - 4210	OPERATING SUPPLIES	179	500	397		500	500	500	500
10341 - 4405	MEMBERSHIPS & PUBLICATIONS	-	100	-		100	100	100	100
10341 - 4410	ADVERTISING	380	600	540		600	600	600	600
10341 - 4453	MEETINGS & TRAINING	70	100	-		100	100	100	100
SUBTOTAL		2,628	4,004	3,685		4,003	4,003	4,003	4,003

**2022 BUDGET WORKSHEET****DEPT NAME - PLANNING BOARD****DEPT # - 10341**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Temporary Pay	2,500	Recording Secretary	Recording Secretary 3 yr wgtd avg - 2,866
4210	Operating Supplies	500	Photocopying, envelopes & stationery	Photocopying, envelopes & stationery
4405	Memberships & Publications	100	State Planning Statutes Book, Planning Board Handbooks	State Planning Statutes Book, Planning Board Handbooks
4410	Advertising	600	* Public notices	Public notices 3 yr wgtd avg – 692
4453	Meetings & Training	100	Training seminars/workshops	Training seminars/workshops

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

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>BOARD OF ADJUSTMENT</b>									
10342 - 4092	TEMPORARY PAY	1,071	1,000	1,667		1,000	1,000	1,000	1,000
10342 - 4172	WORKERS COMPENSATION	2	2	2		2	2	2	2
10342 - 4174	FICA-SOCIAL SECURITY	82	77	128		77	77	77	77
10342 - 4177	UNEMPLOYMENT COMPENSATION	-	3	-		3	3	3	3
10342 - 4210	OPERATING SUPPLIES	8	75	85		75	75	75	75
10342 - 4410	ADVERTISING	255	500	408		500	500	500	500
10342 - 4453	MEETINGS AND TRAINING	-	100	-		100	100	100	100
SUBTOTAL		1,418	1,757	2,290		1,757	1,757	1,757	1,757

## 2022 BUDGET WORKSHEET

DEPT NAME - BOARD OF ADJUSTMENT

DEPT # - 10342

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Temporary Pay	1,000	Recording Secretary	Recording Secretary 3 yr wgtd avg - 1,016
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 3 yr wgtd avg – 365
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)

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b><i>BUDGET COMMITTEE</i></b>									
10343 - 4092	TEMPORARY PAY	975	1,011	1,154		1,011	1,011	1,011	1,011
10343 - 4172	WORKERS COMPENSATION	2	2	2		2	2	2	2
10343 - 4174	FICA-SOCIAL SECURITY	75	77	88		77	77	77	77
10343 - 4177	UNEMPLOYMENT COMPENSATION	-	3	-		3	3	3	3
10343 - 4210	OPERATING SUPPLIES	1,050	702	637		702	702	702	702
SUBTOTAL		2,101	1,795	1,882		1,795	1,795	1,795	1,795

## 2022 BUDGET WORKSHEET

DEPT NAME - BUDGET COMMITTEE

DEPT # - 10343

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Temporary Pay	1,011	Recording Secretary Level funded	Recording Secretary 3 yr wgtd avg - 1,011
4210	Operating Supplies	702	Copies, public notices, binders, etc. Level funded	Copies, public notices, binders, etc. 3 yr wgtd avg - 702

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>CONSERVATION COMMISSION</b>									
10344 - 4092	TEMPORARY PAY	780	650	825		650	650	650	650
10344 - 4172	WORKERS COMPENSATION	2	2	2		2	2	2	2
10344 - 4174	FICA-SOCIAL SECURITY	60	61	63		50	50	50	50
10344 - 4177	UNEMPLOYMENT COMPENSATION	-	2	-		2	2	2	2
10344 - 4210	OPERATING SUPPLIES	8	100	67		100	100	100	100
10344 - 4405	MEMBERSHIPS & PUBLICATIONS	1,075	1,075	950		1,075	1,075	1,075	1,075
10344 - 4453	MEETINGS & TRAINING	105	300	-		300	300	300	300
SUBTOTAL		2,030	2,190	1,906		2,179	2,179	2,179	2,179

## 2022 BUDGET WORKSHEET

DEPT NAME - CONSERVATION COMMISSION

DEPT # - 10344

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Temporary Pay	650	Recording Secretary	Recording Secretary 3 yr wgtd avg - 605
4210	Operating Supplies	100	Photo-copying, envelopes & stationery, maps, public notices, print Town Forest and Wetland brochures	Photo-copying, envelopes & stationery, maps, public notices, print Town Forest and Wetland brochures 3 yr wgtd avg - 66
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)

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b><i>TRUSTEE OF TRUST FUNDS</i></b>									
10348 - 4092	TEMPORARY PAY	43	200	20		200	200	200	200
10348 - 4172	WORKERS COMPENSATION	-	1	1		1	1	1	1
10348 - 4174	FICA-SOCIAL SECURITY	2	15	2		15	15	15	15
10348 - 4177	UNEMPLOYMENT COMPENSATION	-	1	-		1	1	1	1
10348 - 4403	TECHNICAL SERVICES	14,932	13,500	19,436		15,000	15,000	15,000	15,000
SUBTOTAL		14,977	13,717	19,458		15,217	15,217	15,217	15,217
TOTAL-BOARDS & COMMITTEES		23,154	23,463	29,221		24,951	24,951	24,951	24,951

## 2022 BUDGET WORKSHEET

DEPT NAME - TRUSTEE OF TRUST FUNDS

DEPT # - 10348

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Temporary Pay	200	Recording Secretary	Recording Secretary
4403	Technical Services	15,000	<p>Management fees for Non-Expendable Trust Funds. These fees are based on the income that the funds earn.</p> <p>For example, higher income results in higher fees, while lower income means lower fees.</p>	<p>Management fees for Non-Expendable Trust Funds. These fees are based on the income that the funds earn.</p> <p>For example, higher income results in higher fees, while lower income means lower fees.</p>

DEPT.	2020 EXPENDED	2022 BUDGET			2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
		2021 BUDGET	2021 EXPENDED (PRE-AUDIT)	2022 BUDGET			
<b>TOWN BUILDINGS SUMMARY</b>							
TOWN HALL	188,696	154,765	184,599	196,780	191,780	191,780	
OLD TOWN HALL	13,311	21,875	23,587	14,234	14,234	14,234	
HOSE HOUSE	4,329	4,709	3,682	4,714	4,714	4,714	
OLD LIBRARY	2,718	4,294	2,728	3,490	3,490	3,490	
SCHOOL HOUSE #5	1,208	1,231	1,072	1,255	1,255	1,255	
DEPOT TRAIN STATION	4,555	5,629	6,141	11,919	11,919	11,919	
<b>TOTAL-TOWN BUILDINGS</b>	<b>214,816</b>	<b>192,503</b>	<b>221,809</b>	<b>232,392</b>	<b>227,392</b>	<b>227,392</b>	

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>TOWN HALL</b>									
10350 - 4201	MAINTENANCE SUPPLIES	17,399	4,000	5,035		4,000	4,000	4,000	4,000
10350 - 4440	EQUIPMENT RENTAL	478	482	1,543		482	482	482	482
10350 - 4450	TELEPHONE	22,782	24,301	22,625		22,857	22,857	22,857	22,857
10350 - 4451	POSTAGE	52,580	52,357	52,426		54,400	54,400	54,400	54,400
10350 - 4452	BUILDING MAINTENANCE	46,291	19,177	44,974		30,091	30,091	30,091	30,091
10350 - 4454	ELEVATOR MAINTENANCE	2,242	2,406	2,284		2,902	2,902	2,902	2,902
10350 - 4457	GROUNDS MAINTENANCE	1,426	2,850	4,315		13,261	13,261	8,261	8,261
10350 - 4459	EQUIPMENT MAINTENANCE	9,773	13,941	12,898		10,941	10,941	10,941	10,941
10350 - 4495	HEAT	11,611	13,155	14,068		15,950	15,950	15,950	15,950
10350 - 4496	ELECTRICITY	23,195	21,131	23,706		23,256	23,256	23,256	23,256
10350 - 4497	OTHER UTILITIES	920	965	727		965	965	965	965
10350 - 4498	BUILDING REPAIRS	-	-			17,675	17,675	17,675	17,675
<b>SUBTOTAL</b>		188,696	154,765	184,599		196,780	196,780	191,780	191,780

## 2022 BUDGET WORKSHEET

DEPT NAME - TOWN HALL

DEPT # - 10350

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4201	Maintenance Supplies	4,000	Paper products, cleaning supplies, light bulbs, water,	Paper products, cleaning supplies, light bulbs, water, 3 yr wgtd avg. (4,213)
4440	Equipment Rental	482	Document disposal container-monthly service	Document disposal container-monthly service 3 yr wgtd avg. (490)
4450	Telephone	22,857	Land line telephone services and fax lines. Cell phones (6)	Land line telephone services and fax lines. Cell phones (5) 3 yr wgtd avg. (20,028)
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 wgtd avg. (51,035)	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 wgtd avg. (51,035)
4452	Building Maintenance	30,091	Maintenance contracts: HVAC/Burner maintenance  Alarm system monitoring/test Pest control (54/mo.) Window cleaning outside Fire extinguisher/maintenance and inspection	Maintenance contracts: HVAC/Burner maintenance  Alarm system monitoring/test Pest control (52/mo.) Window cleaning outside Fire extinguisher/maintenance and inspection

## 2022 BUDGET WORKSHEET

DEPT NAME - TOWN HALL

DEPT # - 10350

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
			Normal upkeep of building (repairs, maintenance, painting, plumbing, electrical and carpentry including supplies for building, walkways, doors, etc.)	8,500
			Upstairs Carpeting	10,890
			Elevator Inspection \$196/mo.	2,352
4454	Elevator Maintenance	2,902	Elevator State Inspection	50
			Fire Alarm Test	500
				3 yr wgtd avg. (44,912)
4457	Grounds Maintenance	8,261	Elevator Inspection \$188/mo.	2,256
			Elevator State Inspection	50
			Fire Alarm Test	100
				(3 yr wgtd avg. 2,204)
4459	Equipment Maintenance	10,941	Fertilize, lime, seed, loam, bark mulch, shrubs, and general maint. of grounds at the Town Hall.	
			Flag Poles	5,000
				3 yr wgtd avg. (2,309)
			Postage meter maintenance contract	720
			Copier maintenance contracts and services (3). Includes color copies and overages.	2,860
			Copier lease (2)	5,580
			Folder/sealer maint contract	1,456
			Generator Maintenance	325
				3 yr wgtd avg. (10,367)
4495	Heat	15,950	Estimated 11,642 therms @ \$1.37	15,950
			Estimated 11,642 therms @ \$1.13	13,155
4496	Electricity	23,256	Electricity for Town Hall	Based on 3 yr wgtd avg plus 3%

## 2022 BUDGET WORKSHEET

DEPT NAME - TOWN HALL

DEPT # - 10350

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4497	Other Utilities	965	Based on 2021 Water and sewer charges Level funded	3 yr wgtd avg. (20,515) Water and sewer charges 3 yr wgtd avg. (965)
4498	Building Repairs	17,675	Basement Women's Bathroom Chimney Repairs	15,175 2,500

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>OLD TOWN HALL</b>									
10351 - 4092	TEMPORARY PAY	-	450	-	-	-	-	-	-
10351 - 4170	RETIREMENT	-	57	-	-	-	-	-	-
10351 - 4172	WORKERS' COMPENSATION	24	17	17	-	-	-	-	-
10351 - 4174	FICA-SOCIAL SECURITY	-	34	-	-	-	-	-	-
10351 - 4210	OPERATING SUPPLIES	-	100	-	100	100	100	100	100
10351 - 4450	TELEPHONE	1,798	1,809	1,807	1,817	1,817	1,817	1,817	1,817
10351 - 4495	HEAT	3,972	4,346	3,770	4,256	4,256	4,256	4,256	4,256
10351 - 4496	ELECTRICITY	921	1,001	1,089	1,001	1,001	1,001	1,001	1,001
10351 - 4497	OTHER UTILITIES	89	330	77	330	330	330	330	330
10351 - 4498	BUILDING REPAIRS	6,506	13,731	16,827	6,730	6,730	6,730	6,730	6,730
SUBTOTAL		13,311	21,875	23,587	14,234	14,234	14,234	14,234	14,234

## 2022 BUDGET WORKSHEET

DEPT NAME - OLD TOWN HALL

DEPT # - 10351

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021		
4210	Operating Supplies	100	Cleaning supplies	Cleaning supplies		
4450	Telephone	1,817	Telephone line charge for alarm Internet	389 1,428	Telephone line charge for alarm Internet	381 1,428
4495	Heat	4,256	Fuel oil for Old Town Hall. 1,811 gal. @\$2.35	4,256	Fuel oil for Old Town Hall. 3 yr wgtd avg. gal 1,811 @\$2.40	4,346
4496	Electricity	1,001	Electricity Level funded		Electricity Based on 3 yr wgtd avg plus 3% 3 yr wgtd avg. (972)	
4497	Other Utilities	330	Water Charges Septic Pumping	80 250	Water Charges Septic Pumping	80 250
4498	Building Repairs	6,730	Pest control (42/mo) Maintenance, repairs, electrical, etc. Burner Maintenance Contract Alarm Monitoring Fire alarm test	504 5,000 384 192 650	Pest control (40/mo) Maintenance, repairs, electrical, etc. Burner Maintenance Contract Alarm Monitoring Fire alarm test Historic Building Assessment 3 yr wgtd avg. (3,096)	480 5,000 384 192 500 7,175

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b><i>HOSE HOUSE</i></b>									
10353 - 4452	BUILDING MAINTENANCE	444	580	462		604	604	604	604
10353 - 4495	HEAT	1,279	1,889	1,671		1,960	1,960	1,960	1,960
10353 - 4496	ELECTRICITY	1,338	1,401	786		1,311	1,311	1,311	1,311
10353 - 4497	OTHER UTILITIES	1,268	839	762		839	839	839	839
SUBTOTAL		4,329	4,709	3,682		4,714	4,714	4,714	4,714

## 2022 BUDGET WORKSHEET

DEPT NAME - HOSE HOUSE

DEPT # - 10353

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4452	Building Maintenance	604	Minor repairs to building Pest Control (42/mo)	100 504 Minor repairs to building Pest Control (40/mo)
4495	Heat	1,960	Heat 887 gals propane @ \$2.21	1,960 Heat 887 gals propane @ \$2.13
4496	Electricity	1,311	Electricity Includes the cost of the lighting on Town Common	Electricity Includes the cost of the Holiday Tree lighting. Based on 3 yr wgtd avg plus 3% 3 yr wgtd avg. (1,361)
4497	Other Utilities	839	Water for the Common irrigation system and Old Cemetery	Water for the Common irrigation system and Old Cemetery 3 yr wgtd avg. (839)

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>OLD LIBRARY</b>									
10354 - 4452	BUILDING MAINTENANCE	979	2,486	1,091		1,710	1,710	1,710	1,710
10354 - 4495	HEAT	1,260	1,342	1,170		1,314	1,314	1,314	1,314
10354 - 4496	ELECTRICITY	408	394	397		394	394	394	394
10354 - 4497	OTHER UTILITIES	70	72	70		72	72	72	72
10354 - 4498	BUILDING REPAIRS	-	-			-	-	-	-
SUBTOTAL		2,718	4,294	2,728		3,490	3,490	3,490	3,490

## 2022 BUDGET WORKSHEET

DEPT NAME - OLD LIBRARY

DEPT # - 10354

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4452	Building Maintenance	1,710	Pest Control (45/mo) Routine Maintenance Burner Maintenance	Pest Control (43/mo) Routine Maintenance Burner Maintenance Exterior Painting (cost of paint - painting in 2020 cancelled due to COVID)
4495	Heat	1,314	Fuel Oil 559 gals @ \$2.35	Fuel Oil 3 yr wgtd avg. 559 gals @ \$2.40
4496	Electricity	394	Electricity Level funded	Electricity Based on 3 yr wgtd avg plus 3% 3 yr wgtd avg. (383)
4497	Other Utilities	72	Water charges Level funded	Water charges Based on 3 yr wgtd avg 3 yr wgtd avg. (72)

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>SCHOOL HOUSE #5</b>									
10355 - 4450	TELEPHONE	372	386	385		386	386	386	386
10355 - 4452	BUILDING MAINTENANCE	634	672	486		696	696	696	696
10355 - 4496	ELECTRICITY	202	173	201		173	173	173	173
SUBTOTAL		1,208	1,231	1,072		1,255	1,255	1,255	1,255

## 2022 BUDGET WORKSHEET

DEPT NAME - SCHOOL HOUSE #5

DEPT # - 10355

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021	
4453	Telephone	386	Telephone line for security system	Telephone line for security system 3 yr wgtd avg. (372)	
4452	Building Maintenance	696	Pest control (42/mo) Alarm Monitoring	504 192	Pest control (40/mo) Alarm Monitoring
4496	Electricity	173	Electricity Level funded		Electricity Based on 3 yr wgtd avg plus 3% 3 yr wgtd avg. (168)

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>DEPOT TRAIN STATION</b>									
10356 - 4452	BUILDING MAINTENANCE	2,397	2,733	3,564	8,967	8,967	8,967	8,967	8,967
10356 - 4495	HEAT	953	1,482	1,384	1,538	1,538	1,538	1,538	1,538
10356 - 4496	ELECTRICITY	1,102	1,305	1,060	1,305	1,305	1,305	1,305	1,305
10356 - 4497	OTHER UTILITIES	103	109	133	109	109	109	109	109
SUBTOTAL		4,555	5,629	6,141	11,919	11,919	11,919	11,919	11,919
TOTAL-TOWN BUILDINGS		214,816	192,503	221,809	232,392	232,392	227,392	227,392	227,392

## 2022 BUDGET WORKSHEET

DEPT NAME - DEPOT TRAIN STATION

DEPT # - 10356

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021		
4452	Building Maintenance	8,967	Fire alarm inspection Alarm monitoring Fire extinguisher inspection Burner maintenance contract HVAC repairs Pest control (66/mo) Exterior Building Painting	375 192 245 708 680 792 5,975	Fire alarm inspection Alarm monitoring Fire extinguisher inspection Burner maintenance contract HVAC repairs Pest control (64/mo)	285 192 100 708 680 768
4495	Heat	1,538	696 gals propane @ \$2.21/gallon		696 gals (3 yr wgtd avg) propane @ \$2.13/gallon	
4496	Electricity	1,305	Electricity Level funded		Electricity Based on 3 yr wgtd avg plus 3% 3 yr wgtd avg. (1,267)	
4497	Other Utilities	109	Water and Sewer charges Level funded		Water and Sewer charges 3 yr wgtd avg. (109)	

\*\*Estimated offsetting revenues of \$14,088 per year plus 60% Utility cost share

DEPT.	2020 EXPENDED	2022 BUDGET			2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
		2021 BUDGET	2021 EXPENDED (PRE-AUDIT)	2022 BUDGET			
<b><i>FINANCIAL SERVICES SUMMARY</i></b>							
FINANCE	812,406	913,080	879,901	952,352	952,352	952,352	952,352
INFORMATION TECHNOLOGY	844,342	787,081	861,046	1,011,467	1,000,467	1,000,467	1,000,467
ASSESSING	367,288	400,056	391,369	457,326	457,326	457,326	457,326
TOWN CLERK	226,404	227,650	229,249	239,411	239,411	239,411	239,411
ELECTIONS	83,190	25,678	25,792	51,412	51,412	51,412	51,412
COLLECTIONS	212,136	261,148	219,439	285,493	285,493	285,493	285,493
TAX COLLECTOR	156,795	173,077	178,564	186,192	186,192	186,192	186,192
DEBT SERVICES	882,470	975,266	872,710	836,294	836,294	836,294	836,294
INSURANCE	354,657	412,153	432,481	453,606	453,606	453,606	453,606
<hr/>		<hr/>			<hr/>		
TOTAL - FINANCIAL SERVICES		3,939,688	4,175,189	4,090,550	4,473,553	4,462,553	4,462,553

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>FINANCE DEPARTMENT</b>									
20100 - 4090	REGULAR PAY	453,432	518,322	509,560		508,453	522,084	522,084	522,084
20100 - 4092	TEMPORARY PAY	74,407	49,428	41,067		36,810	37,736	37,736	37,736
20100 - 4111	TREASURER	2,500	2,500	2,500		2,500	2,500	2,500	2,500
20100 - 4170	RETIREMENT	49,625	65,378	65,864		71,488	73,406	73,406	73,406
20100 - 4171	DISABILITY INSURANCE	3,670	4,385	4,196		4,647	4,751	4,751	4,751
20100 - 4172	WORKERS' COMPENSATION	955	1,326	1,296		1,315	1,349	1,349	1,349
20100 - 4174	FICA-SOCIAL SECURITY	39,160	43,624	40,412		41,903	43,018	43,018	43,018
20100 - 4176	HEALTH INSURANCE	141,901	180,157	169,757		220,470	216,146	216,146	216,146
20100 - 4177	UNEMPLOYMENT COMPENSATION	269	293	311		280	280	280	280
20100 - 4178	LIFE INSURANCE	1,110	1,295	1,251		1,299	1,334	1,334	1,334
20100 - 4179	DENTAL INSURANCE	5,376	6,490	5,854		7,172	7,172	7,172	7,172
20100 - 4200	OFFICE SUPPLIES	1,281	1,347	944		1,347	1,347	1,347	1,347
20100 - 4400	CONTRACTED SERVICES	5,737	2,500	2,500		5,000	5,000	5,000	5,000
20100 - 4404	AUDIT	30,660	30,660	30,660		30,660	30,660	30,660	30,660
20100 - 4405	MEMBERSHIPS & PUBLICATIONS	569	644	534		435	435	435	435

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021		2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)				
20100 - 4406	PRINTING & BINDING	798	1,547	1,961	1,700	1,700	1,700	1,700
20100 - 4408	VEHICLE EXPENSE	39	519	-	519	519	519	519
20100 - 4453	MEETINGS & TRAINING	834	2,665	1,064	2,665	2,665	2,665	2,665
20100 - 4600	OFFICE FURNITURE & EQUIP.	81	-	170	250	250	250	250
TOTAL		812,406	913,080	879,901	938,913	952,352	952,352	952,352

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE	2022 BUDGETED SALARY
		NET CHANGE	
<b>FINANCE - 20100</b>			
4090	FINANCE DIRECTOR	0	133,946
	ACCOUNTING AND BUDGET MANAGER	0	81,077
	PAYROLL COORDINATOR	0	78,405
	ACCOUNTING CLERK	0	58,319
	ACCOUNTS PAYABLE	0	60,404
	UTILITY COORDINATOR	0	60,404
	UTILITY CLERK (full year at Full time)	0	49,529
			-----
			522,084

## 2022 BUDGET WORKSHEET

DEPT NAME - FINANCE

DEPT # - 20100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Temporary Pay	37,736	Part time Purchasing Agent – 27.5 hours/week	Part time Utilities Clerk - (3 mos) 27.5 hours/week Position transferred to FT April 1.
4111	Treasurer Pay	2,500	Compensation for Town Treasurer	Part time Purchasing Agent – 27.5 hours/week
4200	Office Supplies	1,347	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. 3 yr wgtd avg. (1,347)
4400	Contracted Services	5,000	Actuarial Services for valuation of OPEBs (Other Post- Employment Benefits) Full valuation	Actuarial Services for valuation of OPEBs (Other Post- Employment Benefits) Roll-forward valuation type
4404	Audit	30,660	Annual financial audit (2021) and consultation calls Single Audit	Annual financial audit (2020) and consultation calls Single Audit
4405	Memberships & Publications	435	NH Government Finance Officers Association (FD, Acct&BM, and Purchasing Agent) National Government Finance Officers Association (FD)	NH Government Finance Officers Association (FD, Acct&BM, and Purchasing Agent) National Government Finance Officers Association (FD) American Purchasing Society

## 2022 BUDGET WORKSHEET

DEPT NAME - FINANCE

DEPT # - 20100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
			Notary Renewal	75
4406 Printing & Binding		1,700	W-2's, 1099's, and 1095 Forms	700
			A/P checks (6,000)	700
			Purchase order paper	300
4408 Vehicle Expense		519	Mileage reimbursement for finance personnel.	Mileage reimbursement for finance personnel. 3 yr wgted avg. (519)
4453 Meetings & Training		2,665	Additional as needed training for Finance staff	865
			NH Gov't Finance Officers Assoc. annual conference (Bgt Mgr)	300
			Continued professional education per Finance Director's employment contract	1,500
4600 Office Furniture & Equipment		250	Office Chair (Utility Billing Clerk)	250

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>INFORMATION TECHNOLOGY</b>									
20200 - 4210	OPERATING SUPPLIES	22,478	17,176	14,968		20,000	20,000	20,000	20,000
20200 - 4400	CONTRACTED SERVICES	765,970	717,358	789,060		925,158	925,158	925,158	925,158
20200 - 4459	EQUIPMENT MAINTENANCE	7,645	11,585	7,843		11,585	11,585	11,585	11,585
20200 - 4701	COMPUTER EQUIP ACQUISITION	48,250	40,962	49,175		54,724	54,724	43,724	43,724
TOTAL		844,342	787,081	861,046		1,011,467	1,011,467	1,000,467	1,000,467

## 2022 BUDGET WORKSHEET

## DEPT NAME - INFORMATION TECHNOLOGY

## DEPT # - 20200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4210	Operating Supplies	20,000	PC accessories Security/ID supplies Computer paper/labels Printer supplies	500 600 1,500 17,400  (3 yr wgtd avg - 16,876)
4400	Contracted Services	925,158	Contracted IT support ( out to bid) (includes support/backup/callouts) Contracted IT (Other projects) Internet Access (Townwide and ITS) Town Website-Hosting, maintenance, additions & updates Wiring & support services Wiring/set up for PD workstations Telephone / Voicemail / Internet / Network (svc calls) Pole licenses (Townwide Fiber) Higgins (Security/ID maintenance) Wiring and fiber support service (includes time for Town Fiber analysis) Xirrus Wireless Services Xirrus Police Smart Option VueWorks Support Services (25 hours) SonicWall (Town Hall and PD) IT: Comcast internet circuit with 13 public IP-ITS	450,000 15,000 9,552 3,938 2,000 4,500 3,600 8,800 2,740 2,500 5,000 5,000 4,200  Contracted IT support Contracted IT (Other projects) Internet Access (Townwide and ITS) Town Website-Hosting, maintenance, additions & updates Wiring & support services Telephone / Voicemail / Internet / Network (svc calls) Pole licenses (Townwide Fiber) Higgins (Security/ID maintenance) Wiring and fiber support service (includes time for Town Fiber analysis) Xirrus Wireless Services VueWorks Support Services (25 hours) SonicWall (Town Hall and PD) IT: Comcast internet circuit with 13 public IP-ITS  High speed fiber-Comcast ethernet Mitel phone system upgrade - Senior Mitel phone system upgrade - DPW

## 2022 BUDGET WORKSHEET

## DEPT NAME - INFORMATION TECHNOLOGY

## DEPT # - 20200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
	<b>Software Maintenance Agreements:</b>			<b>Software Maintenance Agreements:</b>
	BOS: Box (10 seats)	1,800	BOS: Box (10 seats)	1,800
	BOS: DocuSign	3,600	BOS: DocuSign	3,600
	Finance: Munismart	48,847	Finance: Munismart	45,606
	Time and Attendance Service	7,632	Time and Attendance Service	7,287
	Time and Attendance Service-add PD	7,632		
	IT: Microsoft Exchange Online	39,288	IT: Microsoft Exchange Online	32,760
	IT: Microsoft Office (250 Lic)	24,750	IT: Microsoft Office (250 Lic)	24,000
	IT: Active directory auditing	1,000	IT: Active directory auditing	1,000
	IT: Eventlog analyzer	2,900	IT: Eventlog analyzer	2,900
	IT: Solarwinds	3,000	IT: Solarwinds	3,000
	IT: SonicWall Firewall-ITS-renew in 2024	-	IT: SonicWall Firewall-ITS	7,255
	IT: Veeam/StorageCraft BC software for SQL server	900	IT: Veeam/StorageCraft BC software for SQL server	900
	IT: Imaging software for ITS workstations in 4 field workstation	4,224	IT: Imaging software for ITS workstations in 4 field workstation	4,224
	IT: Sophos	12,000		
	Assessing: Vision Appraisal-Software maintenance (web-hosting included in Assessing budget)	8,804	Assessing: Vision Appraisal-Software maintenance (web-hosting included in Assessing budget)	7,900
	Town Clerk: Interware - E-Reg Client/User Licenses	4,400	Town Clerk: Interware - E-Reg Client/User Licenses	6,096
	CD: ArcInfo, ArcGIS, ArcView, ArcPad-GIS (ESRI)	8,700	CD: ArcInfo, ArcGIS, ArcView, ArcPad-GIS (ESRI)	8,516
	CD: MapGeo Public-facing GIS web services (hosting and maintenance)	4,800	CD: MapGeo Public-facing GIS web services (hosting and maintenance)	4,500
	Adobe pro subscription (30 users)	6,116	Adobe Acrobat pro subscription (5	925
	CD: Adobe Photoshop license	240	CD: Adobe Photoshop license	240
	CD: CIP Management Software	3,675	CD: CIP Management Software	3,792
	PD: Acorn - Telephone Recording System	1,500	PD: Acorn - Telephone Recording System	1,500

## 2022 BUDGET WORKSHEET

## DEPT NAME - INFORMATION TECHNOLOGY

## DEPT # - 20200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
	PD: Openfox Messenger License and Maintenance	180		
	PD: Crew Sense - Scheduling software (50% offset)	7,200	PD: Crew Sense - Scheduling software (50% offset)	7,200
	PD: DataVis - crime analysis software	4,900	PD: DataVis - crime analysis software	4,900
	PD: Guardian Tracking	3,736	PD: Guardian Tracking	3,487
	PD: IMC/Tritech - Police Operations	36,096	PD: IMC/Tritech - Police Operations	32,946
	PD: Police One-Online training	5,600	PD: Police One-Online training (was in	5,600
	PD: PowerDMS - Policy software	7,110	PD: PowerDMS - Policy software	4,831
	FD: Code Red - resident notification	13,261	FD: Code Red - resident notification	12,875
	FD: CrewSense - Scheduling and attendance software	7,416	FD: CrewSense - Scheduling and attendance software	7,100
			FD: MuniSmart - One time cost to create import from CrewSense to MuniSmart	1,558
	FD: Fax Software (Kno2)	1,136	FD: Fax Software (Fax Maker Pro)	170
	FD: RedAlert - Dispatch, track, log and report	20,614	FD: RedAlert - Dispatch, track, log and report	20,000
	FD: Target Solutions - Training software	8,240	FD: Target Solutions - Training software	8,000
	FD: TEMSIS - Computer Aided Dispatch Support	1,957	FD: TEMSIS - Computer Aided Dispatch Support	1,900
	FD: Open Gov Building Permit Software	39,974	FD: Open Gov Building Permit Software	38,810
	FD: Docuware - Property records web hosting for assessing and inspectional services	18,540	FD: Docuware - Property records web hosting for assessing and inspectional services	10,200
	Engineering: Autodesk (DLT) - Architectural Drawing	4,500	Engineering: Autodesk (DLT) - Architectural Drawing	4,500
	Engineering: VueWorks - Infrastructure Asset Management	6,720	Engineering: VueWorks - Infrastructure Asset Management	6,720
	Fleet: Fuel software	6,679	Fleet: Fuel software	6,679
	TM: Zoom (3 licenses)	450	TM: Zoom (3 licenses)	450

## 2022 BUDGET WORKSHEET

## DEPT NAME - INFORMATION TECHNOLOGY

## DEPT # - 20200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
			HR: Neogov-Applicant tracking and on-boarding software (includes \$2,500 set up)	17,476
4459	Equipment Maintenance	11,585	Printer maintenance contracts & miscellaneous repairs	9,540
			Printer service contract (5 new printers)	2,045
4701	Computer Equip Acquisition	43,724	3 repl monitors (195/monitor)	585
			3 repl computers (1,000/computer)	3,000
			2 repl switches (3,500/switch)	7,000
			2 repl GBIC/SFP	1,600
			4 new MDTs and installation (year 2 of 3)	24,729
			Work stations at PD (3)-includes phone/license, computer/monitor/license	6,000
			2 Monitors/cable-Assessing	420
			Replacement monitor-Engineering	195
			Replacement monitor-Municipal Services	195

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>ASSESSING</b>									
20300 - 4090	REGULAR PAY	198,582	217,704	208,981		226,389	232,993	232,993	232,993
20300 - 4092	TEMPORARY PAY	3,128	27,781	18,559		28,122	28,580	28,580	28,580
20300 - 4170	RETIREMENT	22,174	27,463	26,583		31,830	32,759	32,759	32,759
20300 - 4171	DISABILITY INSURANCE	1,067	1,841	1,058		2,022	2,063	2,063	2,063
20300 - 4172	WORKERS' COMPENSATION	7,088	9,283	9,114		11,391	11,734	11,734	11,734
20300 - 4174	FICA-SOCIAL SECURITY	14,640	18,779	16,804		19,469	20,010	20,010	20,010
20300 - 4176	HEALTH INSURANCE	84,861	84,335	77,518		117,420	115,056	115,056	115,056
20300 - 4177	UNEMPLOYMENT COMPENSATION	110	156	168		140	140	140	140
20300 - 4178	LIFE INSURANCE	567	596	578		590	602	602	602
20300 - 4179	DENTAL INSURANCE	2,968	3,014	2,781		3,681	3,681	3,681	3,681
20300 - 4200	OFFICE SUPPLIES	165	420	957		420	420	420	420
20300 - 4237	GAS & OIL	311	492	138		562	562	562	562
20300 - 4400	CONTRACTED SERVICES	26,189	3,948	25,922		4,300	4,300	4,300	4,300
20300 - 4405	MEMBERSHIPS & PUBLICATIONS	976	1,236	385		1,296	1,296	1,296	1,296
20300 - 4406	PRINTING & BINDING	550	450	290		450	450	450	450

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)					
20300 - 4408	VEHICLE EXPENSE	1,414	858	1,093		980	980	980	980
20300 - 4453	MEETINGS & TRAINING	1,935	1,300	130		1,300	1,300	1,300	1,300
20300 - 4458	VEHICLE MAINTENANCE	563	400	109		400	400	400	400
20300 - 4600	OFFICE FURNITURE & EQUIPMENT	-	-	200		-	-	-	-
TOTAL		367,288	400,056	391,369		450,762	457,326	457,326	457,326

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE	2022 BUDGETED SALARY
		NET CHANGE	
ASSESSING - 20300			
4090	CHIEF ASSESSOR	0	105,863
	DEPUTY ASSESSOR	0	82,059
	ASSESSING CLERK	0	45,071
		-----	-----
			232,993

## 2022 BUDGET WORKSHEET

## DEPT NAME - ASSESSING

## DEPT # - 20300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022		EXPLANATION 2021
4092	Temporary Pay	28,580	Part time Clerk-25 hrs/wk	28,580	Part time Clerk-25 hrs/wk
4200	Office Supplies	420	Paper, pens, pencils, envelopes	420	Paper, pens, pencils, envelopes
4237	Gas & Oil	562	Estimate 240 gals. @\$2.34 per gal.		Estimate 240 gals. @\$2.05 per gal.
4400	Contracted Services	4,300	Vision Appraisal Internet web site (Software maintenance included in IT budget)	4,200	Vision Appraisal Internet web site (Software maintenance included in IT budget)
			Deed copy/printing cost for customers	100	Deed printing cost
4405	Memberships & Publications	1,296	Northeast Regional Association of Assessing Officers (NRAAO) Dues - Assessor & Deputy	80	Northeast Regional Association of Assessing Officers (NRAAO) Dues - Assessor
			NH Association of Assessing Officers (NHAAO) Dues-Assessor, Deputy, Fin Dir	120	NH Association of Assessing Officers (NHAAO) Dues-per statute
			Marshall & Swift (cost manual)	695	Marshall & Swift (cost manual)
			MLS Access/Board Affiliate Member (GSSBR/NEREN)	401	MLS Access/Board Affiliate Member (GSSBR/NEREN)
4406	Printing & Binding	450	Forms	450	Forms
4408	Vehicle Expense	980	1,750 miles @.56 per mile	980	1,480 miles @.575 per mile
4453	Meetings & Training	1,300	NHMA Conference Northeast Regional Assoc. of Assessing Officials Conference Uniform Standards of Professional Appraisal Practices (USPAP) course	200 650 450	LGC Conference Northeast Regional Assoc. of Assessing Officials Conference Uniform Standards of Professional Appraisal Practices (USPAP) course

**2022 BUDGET WORKSHEET****DEPT NAME - ASSESSING****DEPT # - 20300**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4458	Vehicle Maintenance	400	Repair & maintenance of car assigned to Assessing Department	Repair & maintenance of car assigned to Assessing Department

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>TOWN CLERK</b>									
20400 - 4090	REGULAR PAY	147,705	152,446	152,442		155,911	156,695	156,695	156,695
20400 - 4092	TEMPORARY PAY	8,581	-	2,382		-	-	-	-
20400 - 4170	RETIREMENT	16,610	19,231	19,402		21,920	22,031	22,031	22,031
20400 - 4171	DISABILITY INSURANCE	1,225	1,262	1,262		1,410	1,419	1,419	1,419
20400 - 4172	WORKERS' COMPENSATION	263	353	347		374	376	376	376
20400 - 4174	FICA-SOCIAL SECURITY	12,116	11,662	11,748		11,927	11,987	11,987	11,987
20400 - 4176	HEALTH INSURANCE	30,571	30,636	32,137		35,455	34,871	34,871	34,871
20400 - 4177	UNEMPLOYMENT COMPENSATION	53	39	39		35	35	35	35
20400 - 4178	LIFE INSURANCE	414	424	421		428	430	430	430
20400 - 4179	DENTAL INSURANCE	1,391	1,412	1,412		1,412	1,412	1,412	1,412
20400 - 4200	OFFICE SUPPLIES	5,653	7,430	4,974		7,430	7,430	7,430	7,430
20400 - 4211	DOG LICENSES	1,444	1,575	1,547		1,575	1,575	1,575	1,575
20400 - 4453	MEETINGS & TRAINING	20	820	776		790	790	790	790
20400 - 4459	EQUIPMENT MAINTENANCE	360	360	360		360	360	360	360

**2022 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021		2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)				
	TOTAL	226,404	227,650	229,249	239,027	239,411	239,411	239,411

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY
TOWN CLERK - 20400			
4090	TOWN CLERK	0	99,977
	DEPUTY TOWN CLERK	0	56,718
		-----	-----
			156,695

## 2022 BUDGET WORKSHEET

DEPT NAME - TOWN CLERK

DEPT # - 20400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021		
4200	Office Supplies	7,430	General office supplies and copier charges for the Town Clerk's office. Vehicle Red Book EB2Gov-Dog lookup	5,000 1,830 600	General office supplies and copier charges for the Town Clerk's office. Vehicle Red Book EB2Gov-Dog lookup	5,000 1,830 600
4211	Dog Licenses	1,575	Dog license tags	1,575	Dog license tags	1,575
4453	Meetings and Training	790	Annual Town Clerk's Assoc. dues Annual Clerk's Association meeting and mileage Conference fee Town Clerk's Convention and mileage required per RSA 31:8	20 100 50 620	Annual Town Clerk's Assoc. dues Annual Clerk's Association meeting and mileage Conference fee Town Clerk's Convention and mileage required per RSA 31:8	20 100 50 650
4459	Equipment Maintenance	360	Annual maintenance on 6 signature pads	360	Annual maintenance on 6 signature pads	360

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>ELECTIONS</b>									
20500 - 4092	TEMPORARY PAY	60,437	14,000	15,854		35,700	35,700	35,700	35,700
20500 - 4172	WORKERS' COMPENSATION	109	32	32		86	86	86	86
20500 - 4174	FICA-SOCIAL SECURITY	2,147	536	630		1,366	1,366	1,366	1,366
20500 -4177	UNEMPLOYMENT COMPENSATION	2	-	0		-	-	-	-
20500 - 4210	OPERATING SUPPLIES	14,080	7,800	6,186		9,200	9,200	9,200	9,200
20500 - 4408	VEHICLE EXPENSE	44	60	-		60	60	60	60
20500 - 4459	EQUIPMENT MAINTENANCE	1,500	1,500	1,800		1,800	1,800	1,800	1,800
20500 - 4468	VOTING MACHINE SET-UP	4,870	1,750	1,290		3,200	3,200	3,200	3,200
TOTAL		83,190	25,678	25,792		51,412	51,412	51,412	51,412

## 2022 BUDGET WORKSHEET

## DEPT NAME - ELECTIONS

## DEPT # - 20500

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Temporary Pay	35,700	Poll Workers- 3 elections Poll Workers- 1 Town meeting Supervisors (3) & Moderator* (1) - 1 meeting. Supervisors' hours Moderator* - 3 Elections Secretary-meeting minutes *(assumes increase for moderator from 100-300)	Poll Workers- 1 election Poll Workers- 1 Town meeting Supervisors (3) & Moderator (1) - 1 meeting. Supervisors' hours Moderator - 1 Election Secretary-meeting minutes
4210	Operating Supplies	9,200	March Ballots Supplies (ender cards,markers, etc) Voter Checklists – 3 elections	March Ballots Supplies (ender cards,markers, etc) Voter Checklists – 1 election
4408	Vehicle Expense	60	Mileage for Supervisors and delivering election results	Mileage for Supervisors and delivering election results
4459	Equipment Maintenance	1,800	Maintenance for 6 machines @ \$300 per machine.	Maintenance for 6 machines @ \$250 per machine.
4468	Voting Machine Set-up	3,200	Programming of voting machines and election support for three elections.	Programming of voting machines and election support for one election.

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>COLLECTIONS</b>									
20550 - 4090	REGULAR PAY	62,421	95,744	39,522	97,130	99,661	99,661	99,661	99,661
20550 - 4092	TEMPORARY PAY	64,480	67,383	89,465	69,375	73,054	73,054	73,054	73,054
20550 - 4170	RETIREMENT	6,901	12,078	9,177	13,656	14,012	14,012	14,012	14,012
20550 - 4171	DISABILITY INSURANCE	910	924	1,048	1,013	1,040	1,040	1,040	1,040
20550 - 4172	WORKERS' COMPENSATION	305	382	371	399	415	415	415	415
20550 - 4174	FICA-SOCIAL SECURITY	9,221	12,479	9,679	12,739	13,213	13,213	13,213	13,213
20550 - 4176	HEALTH INSURANCE	65,089	69,318	67,304	82,280	80,702	80,702	80,702	80,702
20550 - 4177	UNEMPLOYMENT COMPENSATION	163	156	105	140	140	140	140	140
20550 - 4178	LIFE INSURANCE	229	230	262	235	242	242	242	242
20550 - 4179	DENTAL INSURANCE	2,417	2,454	2,507	3,014	3,014	3,014	3,014	3,014
TOTAL		212,136	261,148	219,439	279,981	285,493	285,493	285,493	285,493

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE	2022 BUDGETED SALARY
		NET CHANGE	
COLLECTIONS - 20550			
4090	COLLECTIONS CLERK (2)	0	99,661
		-----	99,661

## 2022 BUDGET WORKSHEET

## DEPT NAME - COLLECTIONS

## DEPT # - 20550

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021		
4092	Temporary Pay	73,054	Part-time clerk (23.5 hrs/wk.) Part-time clerk (26.5 hrs/wk) Coverage for vacations, etc.	30,748 35,001 7,305	Part-time clerk (23.5 hrs/wk.) Part-time clerk (26.5 hrs/wk) Coverage for vacations, etc.	27,726 33,830 5,827

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>TAX COLLECTOR</b>									
20600 - 4090	REGULAR PAY	82,225	79,278	79,186		85,681	85,681	85,681	85,681
20600 - 4092	TEMPORARY PAY	29,461	27,818	29,993		27,797	28,827	28,827	28,827
20600 - 4170	RETIREMENT	3,484	10,001	10,092		12,046	12,046	12,046	12,046
20600 - 4171	DISABILITY INSURANCE	185	661	660		754	754	754	754
20600 - 4172	WORKERS' COMPENSATION	226	247	243		273	275	275	275
20600 - 4174	FICA-SOCIAL SECURITY	8,453	8,193	7,930		8,681	8,760	8,760	8,760
20600 - 4176	HEALTH INSURANCE	12,830	26,636	30,331		29,955	29,371	29,371	29,371
20600 - 4177	UNEMPLOYMENT COMPENSATION	34	39	34		35	35	35	35
20600 - 4178	LIFE INSURANCE	71	294	273		241	241	241	241
20600 - 4179	DENTAL INSURANCE	150	560	931		852	852	852	852
20600 - 4200	OFFICE SUPPLIES	906	850	476		850	850	850	850
20600 - 4403	TECHNICAL SERVICES	12,514	10,800	12,124		10,800	10,800	10,800	10,800
20600 - 4406	PRINTING & BINDING	5,170	5,600	5,035		5,600	5,600	5,600	5,600
20600 - 4408	VEHICLE EXPENSE	9	250	-		250	250	250	250
20600 - 4453	MEETINGS & TRAINING	20	550	70		550	550	550	550

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)					
20600 - 4587	RECORDING FEES	926	1,200	1,186		1,200	1,200	1,200	1,200
20600 - 4600	OFFICE FURNITURE & EQUIP.	130	100	-		100	100	100	100
	TOTAL	156,795	173,077	178,564		185,665	186,192	186,192	186,192

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE	2022 BUDGETED SALARY
		NET CHANGE	
TAX COLLECTOR - 20600			
4090	TAX COLLECTOR	0	85,681
		-----	85,681

## 2022 BUDGET WORKSHEET

DEPT NAME - TAX COLLECTOR

DEPT # - 20600

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021		
4092	Temporary Pay	28,827	Part-time clerk (20 hrs./wk.) Coverage for vacation & tax time (approx 60 hrs)	27,283 1,544	Part-time clerk (20 hrs./wk.) Coverage for vacation & tax time (approx 60 hrs)	26,302 1,516
4200	Office Supplies	850	General office supplies and fax toner cartridges.		General office supplies and fax toner cartridges.	
4403	Technical Services	10,800	Lock box processing services for the property tax receipts Post Office box rental On-line billing / ACH chgs (Property tax and water/sewer billing. W/S included in Admin. Service charge allocation)	2,000 1,300 7,500	Lock box processing services for the property tax receipts Post Office box rental On-line billing / ACH chgs (Property tax and water/sewer billing. W/S included in Admin. Service charge allocation)	2,000 1,300 7,500
4406	Printing & Binding	5,600	Property tax billing Certified cards	5,300 300	Property tax billing Certified cards	5,300 300
4408	Vehicle Expense	250	Meeting and training mileage. Mileage to the bank to pick up lock box information for processing.	250	Meeting and training mileage. Mileage to the bank to pick up lock box information for processing.	250
4453	Meetings & Training	550	NH Tax Collectors Assoc. Conference per RSA 31:8 (Tax Collector) Dues per RSA 31:8 Workshops (Tax Collector)	430 20 100	NH Tax Collectors Assoc. Conference per RSA 31:8 (Tax Collector) Dues per RSA 31:8 Workshops (Tax Collector)	430 20 100
4587	Recording Fees	1,200	This item is paid for by the property owners on tax lien.		This item is paid for by the property owners on tax lien.	

**2022 BUDGET WORKSHEET****DEPT NAME - TAX COLLECTOR****DEPT # - 20600**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4600	Office Furniture & Equipment	100	Replacement of Office Furniture & Equipment as needed	Replacement of Office Furniture & Equipment as needed

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>DEBT SERVICES</b>									
20700 - 4503	BRIDGE CONST-PRINCIPAL '10	125,000	-	-	-	-	-	-	-
20700 - 4504	BRIDGE CONST-PRINCIPAL '13	121,000	121,000	121,000	111,000	111,000	111,000	111,000	111,000
20700 - 4505	BRIDGE CONST-PRINCIPAL '14	140,000	140,000	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	285,000	285,000
20700 - 4507	DRINKING WATER-PRINCIPAL '19	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
20700 - 4509	RTE 28 BRIDGE RPLCMNT-PRIN	-	122,500	128,497	66,020	66,020	66,020	66,020	66,020
20700 - 4517	BRIDGE CONST-INTEREST '10	4,375	-	-	-	-	-	-	-
20700 - 4518	BRIDGE CONST-INTEREST '13	13,920	10,290	10,290	6,660	6,660	6,660	6,660	6,660
20700 - 4519	BRIDGE CONST-INTEREST '14	21,000	16,800	16,800	12,600	12,600	12,600	12,600	12,600
20700 - 4520	DEPOT LAND-INTEREST '19	123,175	108,925	108,925	94,675	94,675	94,675	94,675	94,675
20700 - 4521	DRINKING WATER-INTEREST '19	9,000	7,000	7,000	5,000	5,000	5,000	5,000	5,000
20700 - 4568	RTE 28 BRIDGE RPLCMNT-INT	-	73,500	14,948	25,088	25,088	25,088	25,088	25,088
20700 - 4571	INTEREST-TANS	-	1	-	1	1	1	1	1
20700 - 4572	BOND AND NOTE FEES	-	50,250	250	50,250	50,250	50,250	50,250	50,250
TOTAL		882,470	975,266	872,710	836,294	836,294	836,294	836,294	836,294

## 2022 BUDGET WORKSHEET

DEPT NAME - DEBT SERVICE

DEPT # - 20700

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4504	Bridge & Const – '13 – Principal Bluff St & Providence Hill	111,000 *	Bond Issue 2013 Final Payment 2023	Bond Issue 2013 Final Payment 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 to be Issued 2021
4518	Bridge & Const '13 – Interest	6,660	2022 Interest	2021 Interest
4519	Bridge & Const '14 – Interest	12,600	2022 Interest	2021 Interest
4520	Depot Land Acquisition – '19 – Interest	94,675 **	2022 Interest	2021 Interest
4521	Drinking Water Capacity Rights – '19 – Principal	5,000	2022 Interest	2021 Interest

## 2022 BUDGET WORKSHEET

DEPT NAME - DEBT SERVICE

DEPT # - 20700

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4568	Rte 28 Bridge Replacement - Interest (estimate)	25,088	2022 Interest	2021 Interest Estimate
4571	TANS – Interest	1	2022 Interest Estimate	2021 Interest Estimate
4572	Bond and Note Fees	50,250	Annual Bond Disclosure Bond Issuance Costs (assuming bonded items in CIP)	250 50,000 Annual Bond Disclosure Bond Issuance Costs 250 50,000

\* Principal offset of 15,918 via amortized bond premiums (GF 1-3616)

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

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>INSURANCE</b>									
20800 - 4095	TEMPORARY ALTERNATE DUTY	1,459	10,000	26,341		15,000	15,000	15,000	15,000
20800 - 4470	GENERAL LIABILITY	159,068	187,579	184,484		199,839	199,839	199,839	199,839
20800 - 4472	POLICE LIABILITY	78,266	87,127	88,150		97,988	97,988	97,988	97,988
20800 - 4474	BONDS	100	100	100		100	100	100	100
20800 - 4475	FLEET INSURANCE	47,819	53,908	53,152		57,711	57,711	57,711	57,711
20800 - 4491	PROPERTY INSURANCE	56,869	64,439	65,908		73,968	73,968	73,968	73,968
20800 - 4493	INSURANCE DEDUCTIBLES	11,077	9,000	14,346		9,000	9,000	9,000	9,000
TOTAL		354,657	412,153	432,481		453,606	453,606	453,606	453,606

## 2022 BUDGET WORKSHEET

## DEPT NAME - INSURANCE

## DEPT # - 20800

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4095	Temporary Alternate Duty	15,000	Temporary Alternate Duty pay	Temporary Alternate Duty pay (3 yr wgtd avg 10,567)
4470	General Liability	199,839	Liability Coverage Premium allocation based on expenditures.	Liability Coverage Premium allocation based on expenditures.
4472	Police Liability	97,988	Liability coverage for Law Enforcement.	Liability coverage for Law Enforcement.
4474	Bonds	100	Highway bond.	Highway bond.
4475	Fleet Insurance	57,711	Coverage for Town-owned vehicles.	Coverage for Town-owned vehicles.
4491	Property Insurance	73,968	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.  2022 Liability & Insurance estimates assume 5% increase over 2021/22 rates	Deductible coverage up to \$1,000 per claim on property.  2021 Liability & Insurance estimates assume 5% increase over 2020/21 rates

DEPT.	2020 EXPENDED	2022 BUDGET			2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
		2021 BUDGET	2021 EXPENDED (PRE-AUDIT)	2022 BUDGET			
<b>COMMUNITY DEVELOPMENT SUMMARY</b>							
COMMUNITY DEVELOPMENT	261,004	265,864	263,479	297,179	297,179	297,179	297,179
PLANNING	329,475	345,495	355,269	381,564	381,564	381,564	381,564
TOTAL - COMMUNITY DEVELOPME	590,479	611,359	618,748	678,743	678,743	678,743	678,743

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>COMMUNITY DEVELOPMENT</b>									
30000 - 4090	REGULAR PAY	159,037	171,054	171,046	175,032	178,868	178,868	178,868	178,868
30000 - 4170	RETIREMENT	18,466	21,579	21,770	24,608	25,148	25,148	25,148	25,148
30000 - 4171	DISABILITY INSURANCE	1,302	1,377	1,376	1,527	1,546	1,546	1,546	1,546
30000 - 4172	WORKERS' COMPENSATION	291	415	404	434	443	443	443	443
30000 - 4174	FICA-SOCIAL SECURITY	11,841	13,545	12,277	13,849	14,144	14,144	14,144	14,144
30000 - 4176	HEALTH INSURANCE	50,141	53,272	53,273	67,564	66,225	66,225	66,225	66,225
30000 - 4177	UNEMPLOYMENT COMPENSATION	67	95	67	85	85	85	85	85
30000 - 4178	LIFE INSURANCE	378	413	411	422	431	431	431	431
30000 - 4179	DENTAL INSURANCE	1,678	1,704	1,704	1,704	1,704	1,704	1,704	1,704
30000 - 4200	OFFICE SUPPLIES	140	1,400	766	1,400	1,400	1,400	1,400	1,400
30000 - 4405	MEMBERSHIPS & PUBLICATIONS	17,551	355	160	355	355	355	355	355
30000 - 4453	MEETINGS & TRAINING	111	655	225	830	830	830	830	830
TOTAL		261,004	265,864	263,479	293,810	297,179	297,179	297,179	297,179

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY
COMMUNITY DEVELOPMENT - 30000			
4090	GIS MANAGER/PLANNING COORD	0	101,048
	COMMUNITY DEVELOPMENT PROGRAM MANAGER	0	77,820
			-----
			178,868

## 2022 BUDGET WORKSHEET

DEPT NAME - COMMUNITY DEVELOPMENT

DEPT # - 30000

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021		
4200	Office Supplies	1,400	Paper, pens, envelopes, file folders, hanging files, staplers, markers, business cards, picture hangers. Plotter paper/vellum/supplies (GIS)	400 1,000	Paper, pens, envelopes, file folders, hanging files, staplers, markers, business cards, picture hangers. Plotter paper/vellum/supplies (GIS)	400 1,000
4405	Memberships & Publications	355	URISA Membership (Urban & Regional Information Systems Association) NNECAPA Membership (2) (Northern New England Chapter of American Planning Association)	195 160	URISA Membership (Urban & Regional Information Systems Association) NNECAPA Membership (2) (Northern New England Chapter of American Planning Association)	195 160
4453	Meetings & Training	830	Plan NH Training Sessions Saving Special Places (April 2022 in NH)  Additional training as needed for CD Staff Fall NEARC Conference (Oct. 2022 in NH) (GIS)	180 75 200 375	Plan NH Training Sessions Saving Special Places (April 2020 in NH)  Additional training as needed for CD Staff	180 75 400

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>PLANNING</b>									
30200 - 4090	REGULAR PAY	211,189	218,836	218,688	222,121	226,927	226,927	226,927	226,927
30200 - 4170	RETIREMENT	23,793	27,607	27,831	31,232	31,906	31,906	31,906	31,906
30200 - 4171	DISABILITY INSURANCE	1,823	1,884	1,877	2,078	2,108	2,108	2,108	2,108
30200 - 4172	WORKERS' COMPENSATION	383	509	498	534	546	546	546	546
30200 - 4174	FICA-SOCIAL SECURITY	15,412	16,741	15,789	16,992	17,360	17,360	17,360	17,360
30200 - 4176	HEALTH INSURANCE	72,321	74,547	83,514	99,050	97,093	97,093	97,093	97,093
30200 - 4177	UNEMPLOYMENT COMPENSATION	101	117	101	105	105	105	105	105
30200 - 4178	LIFE INSURANCE	559	575	573	585	590	590	590	590
30200 - 4179	DENTAL INSURANCE	2,616	2,639	2,660	2,556	2,556	2,556	2,556	2,556
30200 - 4200	OFFICE SUPPLIES	271	300	196	300	300	300	300	300
30200 - 4237	GAS & OIL	230	185	60	208	208	208	208	208
30200 - 4400	CONTRACTED SERVICES	-	-	-	100,000	-	-	-	-
30200 - 4405	MEMBERSHIPS & PUBLICATIONS	551	745	634	745	745	745	745	745
30200 - 4406	PRINTING & BINDING	150	420	468	420	420	420	420	420
30200 - 4453	MEETINGS & TRAINING	65	290	1,970	500	500	500	500	500

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)					
30200 - 4458	VEHICLE MAINTENANCE	11	100	410		200	200	200	200
	TOTAL	329,475	345,495	355,269		477,626	381,564	381,564	381,564

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY
PLANNING - 30200			
4090	PLANNING DIRECTOR	0	104,752
	ASSISTANT PLANNER	0	61,771
	ADMIN. ASSISTANT	0	60,404
		-----	-----
			226,927

## 2022 BUDGET WORKSHEET

DEPT NAME - PLANNING

DEPT # - 30200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021	
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	208	1 vehicle: 90 gals @ 2.34	208	1 vehicle: 90 gals @ 2.05 185
4405	Memberships & Publications	745	Memberships: American Planning Assoc. New Hampshire Planners Assoc. (2)	585 160	Memberships: American Planning Assoc. 585 New Hampshire Planners Assoc. (2) 160
4406	Printing & Binding	420	Zoning Ordinance (Sold to public for \$10 per copy) Business Cards	350 70	Zoning Ordinance (Sold to public for \$10 per copy) Business Cards 350 70
4453	Meetings & Training	500	NH Planners Association Annual Meeting (two day seminar) Assistant Planner-NH Planners Assoc.	400 100	NH Planners Association Annual Meeting (two day seminar) 200 Assistant Planner-NH Planners Assoc. 90
4458	Vehicle Maintenance	200	Repairs to Town vehicle #C-91 Vehicle is also used by Inspections, CD, & GIS.		Repairs to Town vehicle #C-91 (3 yr wgtd avg-528) Vehicle is also used by Inspections, CD, & GIS.

DEPT.	2020 EXPENDED	2022 BUDGET			2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
		2021 BUDGET	2021 EXPENDED (PRE-AUDIT)	2022 BUDGET			
<b>POLICE DEPARTMENT SUMMARY</b>							
ADMINISTRATION	569,028	612,482	633,673	708,384	708,384	708,384	708,384
SUPPORT SERVICES	2,130,234	2,761,107	2,322,159	2,880,633	2,880,633	2,880,633	2,880,633
PATROL	5,637,010	6,483,898	5,770,290	7,062,619	7,062,619	7,062,619	7,062,619
COMMUNITY SERVICES	851,874	914,358	847,796	936,760	936,760	936,760	936,760
INVESTIGATIVE SERVICES	1,314,126	1,556,526	1,519,778	1,663,797	1,663,797	1,663,797	1,663,797
ANIMAL CONTROL	68,554	101,005	24,689	106,402	106,402	106,402	106,402
STATION	188,060	168,228	304,598	140,667	140,667	140,667	140,667
<b>TOTAL - POLICE DEPARTMENT</b>	<b>10,758,886</b>	<b>12,597,604</b>	<b>11,422,982</b>	<b>13,499,261</b>	<b>13,499,261</b>	<b>13,499,261</b>	<b>13,499,261</b>

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>POLICE-ADMINISTRATION</b>									
40100 - 4090	REGULAR PAY	229,028	316,044	300,747		322,863	330,925	330,925	330,925
40100 - 4092	TEMPORARY PAY	-	-	6,548		-	-	-	-
40100 - 4098	OVERTIME PAY	-	-	-		-	-	-	-
40100 - 4110	HOLIDAY PAY	3,583	4,865	4,315		4,976	5,023	5,023	5,023
40100 - 4170	RETIREMENT	56,094	89,299	87,656		99,552	100,629	100,629	100,629
40100 - 4171	DISABILITY INSURANCE	1,619	2,216	2,071		2,460	2,468	2,468	2,468
40100 - 4172	WORKERS' COMPENSATION	18,032	8,191	8,097		8,959	9,049	9,049	9,049
40100 - 4174	FICA-SOCIAL SECURITY	7,902	8,225	8,223		8,357	8,536	8,536	8,536
40100 - 4176	HEALTH INSURANCE	46,143	73,318	72,548		117,420	115,053	115,053	115,053
40100 - 4177	UNEMPLOYMENT COMPENSATION	66	117	111		105	105	105	105
40100 - 4178	LIFE INSURANCE	518	727	692		730	742	742	742
40100 - 4179	DENTAL INSURANCE	2,258	3,306	3,093		3,681	3,681	3,681	3,681
40100 - 4182	CLOTHING ALLOWANCE	72,010	86,983	101,396		91,271	105,271	105,271	105,271
40100 - 4208	EQUIPMENT REPAIR	-	300	43		300	300	300	300
40100 - 4400	CONTRACTED SERVICES	120,590	6,256	14,008		11,756	11,756	11,756	11,756

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
40100 - 4406	PRINTING & BINDING	1,147	2,633	3,428		3,000	3,000	3,000	3,000
40100 - 4409	TEST SERVICES	4,215	2,460	8,351		3,600	3,600	3,600	3,600
40100 - 4410	ADVERTISING	524	1,000	100		1,500	1,500	1,500	1,500
40100 - 4424	DATA PROCESSING	-	2,574	2,700		540	540	540	540
40100 - 4440	EQUIPMENT RENTAL	1,121	1,218	1,888		1,256	1,256	1,256	1,256
40100 - 4453	MEETINGS & TRAINING	264	250	709		450	450	450	450
40100 - 4600	OFFICE FURNITURE & EQUIP.	3,913	2,500	6,947		4,500	4,500	4,500	4,500
SUBTOTAL		569,028	612,482	633,673		687,276	708,384	708,384	708,384

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY
POLICE ADMINISTRATION - 40100			
4090	CHIEF OF POLICE	0	145,509
	DEPUTY CHIEF	0	121,475
	ADMIN. ASST.	0	63,941
		-----	-----
			330,925

## 2022 BUDGET WORKSHEET

DEPT NAME - POLICE - ADMINISTRATION

DEPT # - 40100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021		
4110	Holiday Pay	5,023	Payment for Holiday hours worked.	Payment for Holiday hours worked. (3 yr wgtd avg - 5,414)		
4182	Clothing Allowance	105,271	52 full-time officers @ 1,200, 9 @ fraction (current) 8 full time SPAA @ 950 9 dispatchers @ 800 Replacement/repair to uniforms, badge and patch order Crossing Guards Initial issue uniform (4) Animal Control Officer partial year	67,751 7,600 7,200 7,620 900 14,000 200	49 full-time officers @ 1,000, 5 @ fraction (current) 8 full time SPAA @ 950 8 dispatchers @ 600, 1 @ fraction Replacement/repair to uniforms, badge and patch order Crossing Guards Initial issue uniform (5) ACO partial	51,250 7,600 5,000 4,500 800 17,500 333
4208	Equipment Repairs	300	Miscellaneous repairs and purchase of small equipment.		Miscellaneous repairs and purchase of small equipment.	
4400	Contracted Services	11,756	Public Relations - press releases, blog update, media relations. CALEA on-site assessment fee. Fee must be paid prior to January 2023.	6,256 5,500	Public Relations - press releases, blog update, media relations.	
4406	Printing & Binding	3,000	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. (3 yr wgtd avg – 2,633)	
4409	Test Services	3,600	Cost associated with anticipated hiring processes to include polygraph (8@300) and psychological (8@150). Have to account for failures.		Cost associated with anticipated hiring processes to include polygraph (6@300) and psychological (6@110).	

## 2022 BUDGET WORKSHEET

DEPT NAME - POLICE - ADMINISTRATION

DEPT # - 40100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4410	Advertising	1,500	Recruitment advertising, legal & community notices.	Recruitment advertising, legal & community notices.
4424	Data Processing	540	Annual fee for three (3) SPOTS licenses.	Cost for three (3) SPOTS licenses through the Department of Safety. Used by Support Service to assist prosecution. 3 licenses at \$858.00 per.
4440	Equipment Rental	1,256	Postage Meter Document disposal container	Postage Meter Document disposal container
4453	Meetings & Training	450	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	4,500	Replacement and purchase of office furniture as needed to fill positions and create new work stations	Replacement of furnishings as needed. Chairs, etc.

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>POLICE-SUPPORT SERVICES</b>									
40110 - 4090	REGULAR PAY	947,379	1,081,855	965,170		1,113,842	1,144,788	1,144,788	1,144,788
40110 - 4092	TEMPORARY PAY	36,540	94,624	64,405		102,862	102,862	102,862	102,862
40110 - 4093	REPLACEMENT PAY	76,329	135,000	93,638		110,000	113,300	113,300	113,300
40110 - 4094	SHIFT DIFFERENTIAL	15,852	17,000	16,491		17,500	17,500	17,500	17,500
40110 - 4098	OVERTIME PAY	36,250	50,500	33,198		50,000	51,500	51,500	51,500
40110 - 4101	TRAINING	96,719	176,438	108,441		176,000	181,280	181,280	181,280
40110 - 4110	HOLIDAY PAY	12,399	14,009	12,073		14,000	14,526	14,526	14,526
40110 - 4113	COURT TIME	12,515	37,500	18,053		20,000	21,050	21,050	21,050
40110 - 4170	RETIREMENT	182,213	279,457	215,444		304,882	313,734	313,734	313,734
40110 - 4171	DISABILITY INSURANCE	8,225	9,681	8,765		10,777	11,010	11,010	11,010
40110 - 4172	WORKERS' COMPENSATION	17,358	23,149	17,557		25,751	26,753	26,753	26,753
40110 - 4174	FICA-SOCIAL SECURITY	74,188	108,645	78,479		107,332	110,326	110,326	110,326
40110 - 4176	HEALTH INSURANCE	264,531	366,418	301,122		399,607	393,921	393,921	393,921
40110 - 4177	UNEMPLOYMENT COMPENSATION	665	951	780		876	876	876	876
40110 - 4178	LIFE INSURANCE	2,400	2,777	2,512		2,871	2,934	2,934	2,934

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021		2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)				
40110 - 4179	DENTAL INSURANCE	11,350	15,095	12,407	14,874	14,874	14,874	14,874
40110 - 4200	OFFICE SUPPLIES	9,471	9,000	9,175	9,000	9,000	9,000	9,000
40110 - 4213	K-9 SUPPLIES	19,931	6,500	4,375	7,000	7,000	7,000	7,000
40110 - 4216	PRISONERS SUPPLIES	1,753	2,000	327	1,500	1,500	1,500	1,500
40110 - 4219	INTOXILYZER SUPPLIES	191	400	194	400	400	400	400
40110 - 4221	AMMUNITION	57,662	82,549	70,697	70,000	70,000	70,000	70,000
40110 - 4223	ACADEMIC REIMBURSEMENT	17,872	-		-	-	-	-
40110 - 4235	SMALL TOOLS & EQUIP.	864	650	524	650	650	650	650
40110 - 4237	GAS & OIL	100,973	102,478	91,728	118,134	118,134	118,134	118,134
40110 - 4405	MEMBERSHIPS & PUBLICATIONS	8,977	9,227	8,909	9,986	9,986	9,986	9,986
40110 - 4412	TRAINING EXPENSE	33,550	45,373	48,575	50,000	50,000	50,000	50,000
40110 - 4421	CAR WASH	1,449	2,300	3,015	4,000	4,000	4,000	4,000
40110 - 4456	RADIO MAINTENANCE	11,317	16,161	35,459	16,400	16,400	16,400	16,400
40110 - 4458	VEHICLE MAINTENANCE	62,509	62,500	92,553	62,500	62,500	62,500	62,500
40110 - 4601	POLICE EQUIPMENT	812	5,000	536	5,000	5,000	5,000	5,000
40110 - 4606	EMERGENCY EQUIPMENT	7,990	3,870	7,554	4,829	4,829	4,829	4,829

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)					
	SUBTOTAL	2,130,234	2,761,107	2,322,159		2,830,573	2,880,633	2,880,633	2,880,633

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE	2022 BUDGETED SALARY
		NET CHANGE	
POLICE SUPPORT SERVICES - 40110			
4090	CAPTAIN	0	116,419
	SERGEANT - (Full year)	0	81,535
	PATROL OFFICER/SCHEDULING	0	71,878
	PROSECUTOR (2)	0	181,446
	DISPATCHER SUPERVISOR	0	68,933
	DISPATCHERS (8)	0	380,167
	SUPPORT SERVICES SUPERVISOR	0	69,026
	SUPPORT SERVICES CLERKS (3)	0	175,385
		-----	
			1,144,788

## 2022 BUDGET WORKSHEET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Temporary Pay	102,862	<p>Crossing Guards</p> <p>\$14.00/hr x 180 days x 8 guards x 3hrs/day/guard</p> <p>1 four hour training session (new hire*3) 300</p> <p>P/T dispatchers/Cost to fill FT shifts 10,000</p> <p>Special Officer Training 40 hrs per officer 12,800</p> <p>P/T custodian 19,282</p>	<p>Crossing Guards</p> <p>\$14.00/hr x 180 days x 8 guards x 3hrs/day/guard</p> <p>1 four hour training session (new hire) 100</p> <p>P/T dispatchers/Cost to fill FT shifts 10,000</p> <p>Special Officer Training 16 hrs per officer 5,440</p> <p>P/T custodian (20 hrs/wk for 6 mos) 18,604</p>
4093	Replacement Pay	113,300	<p>Required replacement of dispatch personnel. (Vacation, personal, sick days, training, etc.)</p> <p>Workloads &amp; responsibilities require full staffing at all times.</p>	<p>Required replacement of dispatch personnel. (Vacation, personal, sick days, training, etc.)</p> <p>Workloads &amp; responsibilities require full staffing at all times.</p> <p>(3 yr. wgted avg 128,531)</p>
4094	Shift Differential	17,500	<p>Contractual (Dispatchers) Employees assigned to the evening receive an additional payment of \$40 per week; employees on Midnight shift receive an additional \$50.</p> <p>Overtime on both shifts is compensated at the shift differential rate.</p> <p>3rd full-time dispatcher on midnight shift.</p>	<p>Contractual (Dispatchers) Employees assigned to the evening receive an additional payment of \$40 per week; employees on Midnight shift receive an additional \$50.</p> <p>Overtime on both shifts is compensated at the shift differential rate.</p> <p>3rd full-time dispatcher on midnight shift.</p>
4098	Overtime Pay	51,500	<p>Need for call backs, holdovers, training requirements, &amp; fifteen minutes reporting time contractual for 9 dispatchers.</p>	<p>Need for call backs, holdovers, training requirements, &amp; fifteen minutes reporting time contractual for 9 dispatchers.</p>

## 2022 BUDGET WORKSHEET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4101	Training	181,280	<p>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.</p> <p>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.</p> <p>Basic Rifle Course for new officers.</p>	<p>Time to attend mandatory training required by State Law, various certifications, K-9 training and certification. These funds also allow officers to stay current with best practices in law enforcement. Self-defense, driving, and In-Service training of the officers. Most assignments require training to stay current in the particular area of expertise. Night Qualification. Represents cost to send new sergeants to first line FBI LEEDS training.</p> <p>Basic Rifle Course for new officers. (3 yr wgtd avg - 176,438)</p>
4110	Holiday Pay	14,526	Contractual payment for holidays worked.	Contractual payment for holidays worked. (3 yr wgtd avg – 7,966)
4113	Court Time	21,050	<p>Costs associated with officer appearance in court and hearings in district and superior courts.</p> <p>Administrative Motor Vehicle Hearings for DWI cases, as well as Family Court cases.</p>	<p>Officers appearance in District and Superior Court for trials, suppression hearings, etc.</p> <p>Administrative Motor Vehicle Hearings for DWI cases, as well as Family Court cases. (3 yr wgtd avg.- 34,064)</p>
4200	Office Supplies	9,000	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.

## 2022 BUDGET WORKSHEET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4213	K-9	7,000	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	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
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	400	Replacement of time dated supplies. Portable Breath Tester (PBT) device supplies.	Replacement of time dated supplies. Portable Breath Tester (PBT) device supplies.
4221	Ammunition	70,000	Ammunition & related equipment to certify personnel. Ammo, targets, eye/ear protection, cleaning supplies, holsters, batteries and targets. Parts to repair/maintain Dept. firearms. Tasers cartridges and batteries.  Qualifications/training to include Rifle and Pistol. Replace 20 Colt M4 patrol rifles with Sig Sauer M400 patrol rifle and associated equipment. Medical supplies (quick clot, tourniquets and associated materials)	Ammunition & related materials to certify personnel. Ammo, targets, eye/ear protection, cleaning supplies.  Parts to repair/maintain Dept. firearms. Tasers (5) & associated equipment. This will complete the entire department changeover to the X2 taser.  Qualifications/training to include Rifle and Pistol. Replace 20 Colt M4 patrol rifles with Sig Sauer M400 patrol rifle and associated equipment.
4235	Small Tools & Equipment	650	Batteries, bulbs, minor tools and equipment.	Batteries, bulbs, minor tools and equipment.

## 2022 BUDGET WORKSHEET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4237	Gas & Oil	118,134	Acct includes gas, oil & various vehicle fluids. Gas (based on 3 yr wgtd avg gal – 48,134 @2.34) 112,634 Motor oil, various vehicle fluids 5,500	Acct includes gas, oil & various vehicle fluids. Gas (based on 3 yr wgtd avg gal – 47,355 @2.05) 97,078 Motor oil, various vehicle fluids 5,400
4405	Memberships & Publications	9,986	Dues & Publications	Dues & Publications (3 yr wgtd avg 9,227)
4412	Training Expenses	50,000	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. Executive training for Chief	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 (Police One moved to IT Budget)
4421	Car Wash	4,000	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.	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.
4456	Radio Maintenance	16,400	Maintenance contract for all Department radio communication equipment. Radio batteries (replacement - for portables)	Maintenance contract for all Department radio communication equipment. Radio batteries (replacement - for portables) 2,708

## 2022 BUDGET WORKSHEET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022		EXPLANATION 2021
			Radio/ LIDAR Equipment purchase	6,500	Radio Equipment purchase
4458	Vehicle Maintenance	62,500	Repair and maintenance of Department fleet	44,200	Repair and maintenance of Department fleet
			Tires + rims + sensors	18,300	Tires + rims + sensors
4601	Police Equipment	5,000	Trunk equip replacements	3,500	Trunk equip replacements
			Purchase of PPE if state support and grant funding are eliminated. Biohazard mitigation materials. First aid supplies.	1,350	Purchase of PPE if state support and grant funding are eliminated. Biohazard mitigation materials. First aid supplies.
			Surefire batteries	150	Surefire batteries
4606	Emergency Equipment	4,829	Soft Body Armor-11 vests (net cost) 9,658 with matching BVP grant 4,829 (5 year life-span)	4,829	Soft Body Armor-9 vests (net cost) 7,740 with matching BVP grant 3870

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
<b>POLICE-PATROL</b>								
40120 - 4090	REGULAR PAY	2,573,906	2,935,723	2,558,902	3,049,541	3,135,470	3,135,470	3,135,470
40120 - 4093	REPLACEMENT PAY	636,456	700,000	688,594	680,000	701,000	701,000	701,000
40120 - 4094	SHIFT DIFFERENTIAL	69,107	71,000	67,435	71,000	71,000	71,000	71,000
40120 - 4098	OVERTIME PAY	243,783	242,442	214,976	248,635	257,420	257,420	257,420
40120 - 4110	HOLIDAY PAY	35,781	24,301	25,167	25,538	26,373	26,373	26,373
40120 - 4170	RETIREMENT	1,008,650	1,238,276	1,118,658	1,380,506	1,419,928	1,419,928	1,419,928
40120 - 4171	DISABILITY INSURANCE	24,751	26,105	24,526	29,353	29,932	29,932	29,932
40120 - 4172	WORKERS' COMPENSATION	85,748	121,217	93,779	133,895	138,349	138,349	138,349
40120 - 4174	FICA-SOCIAL SECURITY	50,400	57,616	50,578	59,080	60,774	60,774	60,774
40120 - 4176	HEALTH INSURANCE	866,979	1,019,073	887,551	1,192,389	1,175,080	1,175,080	1,175,080
40120 - 4177	UNEMPLOYMENT COMPENSATION	1,348	1,794	1,420	1,610	1,610	1,610	1,610
40120 - 4178	LIFE INSURANCE	7,074	7,415	7,010	7,652	7,829	7,829	7,829
40120 - 4179	DENTAL INSURANCE	33,028	38,936	31,694	37,854	37,854	37,854	37,854
SUBTOTAL		5,637,010	6,483,898	5,770,290	6,917,053	7,062,619	7,062,619	7,062,619

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY
POLICE PATROL - 40120			
4090	CAPTAIN	0	120,394
	LIEUTENANTS (4)	0	382,580
	SERGEANTS (6)	0	483,400
	PATROL OFFICERS (35)	0	2,149,096
		-----	
			3,135,470

## 2022 BUDGET WORKSHEET

DEPT NAME - POLICE - PATROL

DEPT # - 40120

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4093	Replacement Pay	701,000	Replacement of patrol personnel for sick/injured, holidays, vacation.	Replacement of patrol personnel for sick/injured, holidays, vacation. (3 yr wgtd avg – 745,795)
4094	Shift Differential	71,000	Contractual (Patrol officers)	Contractual (Patrol officers) (3 yr wgtd avg – 72,221)
4098	Overtime pay	257,420	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. (3 yr wgtd avg – 258,894)
4110	Holiday Pay	26,373	Contractual payment for holidays worked.	Contractual payment for holidays worked. (3 yr wgtd avg – 24,280)

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>POLICE-COMMUNITY SERVICES</b>									
40125 - 4090	REGULAR PAY	498,244	507,326	476,152		472,956	487,145	487,145	487,145
40125 - 4094	SHIFT DIFFERENTIAL	2,529	1,405	2,267		2,200	2,200	2,200	2,200
40125 - 4097	INCENTIVE PAY	1,200	1,200	950		1,200	1,800	1,800	1,800
40125 - 4098	OVERTIME PAY	25,104	32,000	25,805		32,000	32,960	32,960	32,960
40125 - 4110	HOLIDAY PAY	4,048	4,000	242		3,500	3,605	3,605	3,605
40125 - 4170	RETIREMENT	149,715	170,089	157,859		173,416	178,586	178,586	178,586
40125 - 4171	DISABILITY INSURANCE	4,324	4,422	4,265		4,574	4,654	4,654	4,654
40125 - 4172	WORKERS' COMPENSATION	15,648	16,705	16,705		16,737	17,329	17,329	17,329
40125 - 4174	FICA-SOCIAL SECURITY	7,461	7,915	7,108		7,422	7,641	7,641	7,641
40125 - 4176	HEALTH INSURANCE	134,785	156,985	147,710		190,362	187,622	187,622	187,622
40125 - 4177	UNEMPLOYMENT COMPENSATION	183	273	215		245	245	245	245
40125 - 4178	LIFE INSURANCE	1,183	1,229	1,158		1,143	1,177	1,177	1,177
40125 - 4179	DENTAL INSURANCE	4,833	4,809	5,575		5,796	5,796	5,796	5,796
40125 - 4260	CRIME PREVENTION	2,617	6,000	1,784		6,000	6,000	6,000	6,000
SUBTOTAL		851,874	914,358	847,796		917,551	936,760	936,760	936,760

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE	2022 BUDGETED SALARY
		NET CHANGE	
POLICE COMMUNITY SERVICES - 40125			
4090	CSU SERGEANT	0	83,960
	DETECTIVE (2)	0	138,093
	COMMUNITY AFFAIRS/SAFETY OFFICER	0	71,202
	SCHOOL RESOURCE OFFICER (3)	0	193,889
	Estimated offsetting revenue from School District.		-----
			487,145

## 2022 BUDGET WORKSHEET

DEPT NAME - POLICE - COMMUNITY SERVICES UNIT

DEPT # - 40125

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4094	Shift Differential	2,200	Contractual (3 yr wgtd avg)	2,200
4097	Incentive Pay	1,800	Detective/CSU Sergeant Payment per CBA (3)	Detective Payment Per CBA (2)
4098	Overtime pay	32,960	15 minute early reporting time, hold-overs, & other unscheduled, after hours events.	15 minute early reporting time, hold-overs, & other unscheduled, after hours events. (3 yr wgtd avg-36,161)
4110	Holiday Pay	3,605	Contractual payment for holidays worked.	Contractual payment for holidays worked. (3 yr wgtd avg-1,264)
4260	Crime Prevention	6,000	Community / promotional items, such as stickers, coloring books, etc. and SRO supplies National Night Out	4,000 Community / promotional items, such as stickers, coloring books, etc. and SRO supplies National Night Out
				4,000 2,000

Estimated offsetting revenue from School District in GF 1-3625 of \$358,682 for SRO positions in 2022.

Estimated offsetting revenue from School District in GF 1-3625 of \$357,677 for SRO positions in 2021.

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>POLICE-INVESTIGATIVE SERVICES</b>									
40130 - 4090	REGULAR PAY	691,512	799,924	776,806		804,230	827,234	827,234	827,234
40130 - 4094	SHIFT DIFFERENTIAL	5,043	4,529	4,778		4,913	4,913	4,913	4,913
40130 - 4097	INCENTIVE PAY	5,050	5,850	5,500		6,000	6,000	6,000	6,000
40130 - 4098	OVERTIME PAY	76,852	84,978	87,832		80,000	82,937	82,937	82,937
40130 - 4110	HOLIDAY PAY	9,540	12,252	19,352		15,000	15,450	15,450	15,450
40130 - 4170	RETIREMENT	221,767	282,891	274,402		308,354	317,296	317,296	317,296
40130 - 4171	DISABILITY INSURANCE	6,007	6,961	6,881		7,591	7,706	7,706	7,706
40130 - 4172	WORKERS' COMPENSATION	26,947	27,788	27,743		29,928	30,934	30,934	30,934
40130 - 4174	FICA-SOCIAL SECURITY	11,134	13,169	12,770		13,199	13,578	13,578	13,578
40130 - 4176	HEALTH INSURANCE	242,630	298,524	284,144		336,021	331,417	331,417	331,417
40130 - 4177	UNEMPLOYMENT COMPENSATION	295	429	337		385	385	385	385
40130 - 4178	LIFE INSURANCE	1,727	1,988	1,951		1,994	2,045	2,045	2,045
40130 - 4179	DENTAL INSURANCE	9,329	10,743	10,361		11,373	11,373	11,373	11,373
40130 - 4235	SMALL TOOLS & EQUIP.	1,578	2,000	2,372		2,000	2,000	2,000	2,000
40130 - 4400	CONTRACTED SERVICES-PAWN SHOF	4,620	4,500	3,500		9,779	9,779	9,779	9,779

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)					
40130 - 4460	TRAVEL EXPENSE	96	-	1,049		750	750	750	750
	SUBTOTAL	1,314,126	1,556,526	1,519,778		1,631,517	1,663,797	1,663,797	1,663,797

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY
POLICE INVESTIGATIVE SERVICES - 40130			
4090	LIEUTENANT	0	101,755
	SERGEANT	0	83,960
	DETECTIVES (8)	0	567,599
	EVIDENCE OFFICER	0	73,920
		-----	
			827,234

## 2022 BUDGET WORKSHEET

DEPT NAME - POLICE - INVESTIGATIVE SERVICES

DEPT # - 40130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
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. (3 yr wgtd avg – 4,529)
4097	Incentive Pay	6,000	Detective Payment Per CBA (10)	Detective Payment Per CBA (9 full year, 1 prorated)
4098	Overtime pay	82,937	Detective overtime for major case investigations including drug cases. 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. A portion will be reimbursed by Federal government program. Plus 15 minute contractual OT for Roll Call. (3 yr wgtd avg – 84,529)
4110	Holiday Pay	15,450	Contractual payment for holidays worked.	Contractual payment for holidays worked. (3 yr wgtd avg – 12,261)
4235	Small Tools	2,000	Evidence maintenance and investigative aids for detectives.  Misc supplies used by the ISU Purchase equipment for Crime Scene Response van.	2,000  Drug testing field kits. Evidence maintenance. Investigative aids. Field print kits for Patrol. Coveralls & booties.  Misc supplies used by the ISU Purchase equipment for Crime Scene Response van.

## 2022 BUDGET WORKSHEET

DEPT NAME - POLICE - INVESTIGATIVE SERVICES

DEPT # - 40130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4400	Contracted Services	9,779	Electronic Pawn Registrations (Offsetting revenue in GF 1-3303 Pawn Shop Registrations) CellBrite upgrade TransUnion for Business yearly subscription	Electronic pawn registrations. (Offsetting revenue in GF 1-3303 Pawn Shop Registrations) 4,500
4460	Travel	750	Travel costs for detectives in major case investigations. Rental cars for undercover work as needed. Background investigation of new hires. Fugitive return details.	

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>ANIMAL CONTROL</b>									
40135 - 4090	REGULAR PAY	29,016	40,509	7,886		40,420	41,633	41,633	41,633
40135 - 4098	OVERTIME PAY	2,105	4,000	317		3,500	3,605	3,605	3,605
40135 - 4170	RETIREMENT	3,476	5,614	916		6,176	6,360	6,360	6,360
40135 - 4171	DISABILITY INSURANCE	313	391	97		421	434	434	434
40135 - 4172	WORKERS' COMPENSATION	1,150	1,264	1,264		1,555	1,602	1,602	1,602
40135 - 4174	FICA-SOCIAL SECURITY	2,367	3,405	604		3,360	3,461	3,461	3,461
40135 - 4176	HEALTH INSURANCE	22,946	34,659	6,326		39,140	38,351	38,351	38,351
40135 - 4177	UNEMPLOYMENT COMPENSATION	34	39	19		35	35	35	35
40135 - 4178	LIFE INSURANCE	78	98	24		98	101	101	101
40135 - 4179	DENTAL INSURANCE	720	1,149	-		1,149	1,149	1,149	1,149
40135 - 4235	SMALL TOOLS & EQUIP.	-	250	13		250	250	250	250
40135 - 4429	KENNEL OPERATIONS	521	1,500	506		1,500	1,500	1,500	1,500
40135 - 4430	DISPOSITION OF ANIMALS	-	50	-		50	50	50	50
40135 - 4431	VETERINARIAN EMER. CARE	155	1,000	148		1,000	1,000	1,000	1,000
40135 - 4496	ELECTRICITY	5,672	7,077	6,569		6,871	6,871	6,871	6,871

**2022 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
	SUBTOTAL	68,554		101,005	24,689	105,525	106,402	106,402	106,402

**2022 PERSONNEL WORKSHEET**

<u>ACCOUNT</u>	<u>TITLE</u>	<u>FTE</u>	<u>2022</u>
		<u>NET</u>	<u>BUDGETED</u>
		<u>CHANGE</u>	<u>SALARY</u>
ANIMAL CONTROL - 40135			
4090	ANIMAL CONTROL OFFICER	0	41,633
		-----	41,633

## 2022 BUDGET WORKSHEET

DEPT NAME - POLICE -ANIMAL CONTROL

DEPT # - 40135

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4098	Overtime Pay	3,605	Care of animals impounded in kennel during holidays and weekends. Animal Control Officer must respond year round to animal attacks plus injured animals where owner is unknown. (New ACO)	Care of animals impounded in kennel during holidays and weekends. Animal Control Officer must respond year round to animal attacks plus injured animals where owner is unknown. (New ACO) (3 yr wgtd avg – 4,963)
4235	Small Tools & Equipment	250	Equipment to operate kennel and stored within ACO truck.	Equipment to operate kennel and stored within ACO truck.
4429	Kennel Operations	1,500	Water, wood shavings, building upkeep, food for animals, kennel supplies, (plastic bags, bug spray, deodorizer). Water & Sewer charges	Water, wood shavings, building upkeep, 900 food for animals, kennel supplies, (plastic bags, bug spray, deodorizer). Water & Sewer charges 600 (3 yr wgtd avg – 1,233)
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. (3 yr wgtd avg – 0)
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. (3 yr wgtd avg – 1,086)
4496	Electricity	6,871	Town Kennel and SARC Trailers (2) heat and electricity.	Town Kennel and SARC Trailers (2) heat and electricity. Based on 3 yr wgtd avg plus 3% (3 yr wgtd avg – 6,871)

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>POLICE-STATION</b>									
40140 - 4234	BUILDING SUPPLIES	3,912	2,705	5,472		3,500	3,500	3,500	3,500
40140 - 4400	CONTRACTED SERVICES	15,011	15,620	23,919		17,728	17,728	17,728	17,728
40140 - 4401	CLEANING SERVICES	19,800	15,420	14,850		2,760	2,760	2,760	2,760
40140 - 4450	TELEPHONE	40,782	44,359	44,644		45,288	45,288	45,288	45,288
40140 - 4451	POSTAGE	2,362	2,000	2,033		2,500	2,500	2,500	2,500
40140 - 4495	HEAT	4,703	5,336	5,991		6,469	6,469	6,469	6,469
40140 - 4496	ELECTRICITY	25,378	27,955	25,257		26,819	26,819	26,819	26,819
40140 - 4497	OTHER UTILITIES	1,293	603	332		603	603	603	603
40140 - 4498	BUILDING REPAIRS	74,819	54,230	182,099		35,000	35,000	35,000	35,000
SUBTOTAL		188,060	168,228	304,598		140,667	140,667	140,667	140,667
TOTAL-POLICE		10,758,886	12,597,604	11,422,982		13,230,161	13,499,261	13,499,261	13,499,261

## 2022 BUDGET WORKSHEET

DEPT NAME - POLICE -STATION

DEPT # - 40140

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4234	Building Supplies	3,500	Provides for all building supplies for cleaning (various soap cleaning agents, solvents) Paper products, paper towels, toilet paper, carpet cleaner.	Provides for all building supplies for cleaning (various soap cleaning agents, solvents) Paper products, paper towels, toilet paper, carpet cleaner. (3 year wgtd avg – 2,705)
4400	Contracted Services	17,728	HVAC Maintenance Contract Generator maint Pest control (82/mo) Copier maint./service Annual Fire Alarm System Booking comp.camera maint. HAZMAT (Trauma 24) Off site storage (Iron Mt) Protected Wifi Service Comcast digital box rental Mat service (Cintas)	HVAC Maintenance Contract Generator maint Pest control (80/mo) Copier maint./service Annual Fire Alarm System Booking comp.camera maint. HAZMAT (Trauma 24) Off site storage (Iron Mt) Protected Wifi Service Comcast digital box rental Mat service (Cintas)
4401	Cleaning Services	2,760	Deep clean \$1,380 * 2	Cleaning services (6 months) Quarterly deep clean \$1,380 * 4
4450	Telephone	45,288	Long distance service, phone and fax service & repairs Cell phones (26) Modems (17) Internet Connection Invst Div.	Long distance service, phone and fax service & repairs Cell phones (26) Modems (17) Internet Connection Invst Div.

## 2022 BUDGET WORKSHEET

## DEPT NAME - POLICE -STATION

## DEPT # - 40140

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4451	Postage	2,500	Department mail. Many items require certified mail. Requests for discovery and record requests. Pkgs & other UPS shipping. More items mailed due to COVID	Department mail. Many items require certified mail. Requests for discovery and record requests. Pkgs & other UPS shipping. More items mailed due to COVID
4495	Heat	6,469	Natural gas heat. Based on 4,722 therms @1.37 /therm.	Natural gas heat. Based on 3 yr wgtd avg therms 4,722 @1.13 /therm.
4496	Electricity	26,819	Electricity for the Police Station	Based on 3 yr wgtd avg plus 3%
4497	Other Utilities	603	Water & sewer charges	Water & sewer charges Based on 3 yr wgtd avg – 603
4498	Building Repairs	35,000	Basic repairs as needed to maintain 40+ year old building.	Basic repairs as needed to maintain 40+ year old building. Conex box to replace our 3rd nylon storage area which becomes damaged by weather. Installation IP Camera and analog conversion (Perimeter, lot, inside)
		35,000		25,000 3,500 25,730

DEPT.	2020 EXPENDED	2022 BUDGET			2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
		2021 BUDGET	2021 EXPENDED (PRE-AUDIT)	2022 BUDGET			
<b><i>FIRE DEPARTMENT SUMMARY</i></b>							
ADMINISTRATION	1,287,537	1,319,741	1,389,995	1,336,759	1,336,759	1,336,759	1,336,759
SUPPRESSION	10,791,282	11,518,973	11,674,928	12,001,441	12,001,441	12,001,441	12,001,441
COMMUNICATIONS	648,149	604,482	681,454	723,838	723,838	723,838	723,838
STATIONS	283,921	284,506	380,865	327,991	327,991	327,991	327,991
INSPECTIONAL SERVICES	779,577	895,720	797,882	938,414	938,414	938,414	938,414
<b>TOTAL - FIRE DEPARTMENT</b>	<b>13,790,466</b>	<b>14,623,422</b>	<b>14,925,123</b>	<b>15,328,443</b>	<b>15,328,443</b>	<b>15,328,443</b>	<b>15,328,443</b>

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>FIRE-ADMINISTRATION</b>									
40200 - 4090	REGULAR PAY	476,590	519,083	474,701	499,581	504,179	504,179	504,179	504,179
40200 - 4170	RETIREMENT	137,390	151,224	151,352	152,960	154,527	154,527	154,527	154,527
40200 - 4171	DISABILITY INSURANCE	2,954	3,030	2,745	3,217	3,241	3,241	3,241	3,241
40200 - 4172	WORKERS' COMPENSATION	48,466	40,596	40,172	40,997	41,408	41,408	41,408	41,408
40200 - 4174	FICA-SOCIAL SECURITY	12,073	11,656	10,622	11,113	11,243	11,243	11,243	11,243
40200 - 4176	HEALTH INSURANCE	119,231	126,590	118,490	160,560	157,404	157,404	157,404	157,404
40200 - 4177	UNEMPLOYMENT COMPENSATION	168	195	168	175	175	175	175	175
40200 - 4178	LIFE INSURANCE	1,276	1,337	1,211	1,327	1,329	1,329	1,329	1,329
40200 - 4179	DENTAL INSURANCE	4,607	4,677	4,510	5,409	5,409	5,409	5,409	5,409
40200 - 4182	CLOTHING ALLOWANCE	65,563	65,301	69,970	66,301	66,301	66,301	66,301	66,301
40200 - 4200	OFFICE SUPPLIES	5,819	4,000	3,059	4,000	4,000	4,000	4,000	4,000
40200 - 4208	EQUIPMENT REPAIR	1,862	1,664	1,659	1,854	1,854	1,854	1,854	1,854
40200 - 4224	HAZARDOUS RESPONSE	15,391	16,581	15,377	16,581	16,581	16,581	16,581	16,581
40200 - 4227	AMBULANCE BILLING	87,847	109,763	78,523	109,763	109,763	109,763	109,763	109,763
40200 - 4232	AMBULANCE SUPPLIES	268,206	183,440	348,206	147,512	147,512	147,512	147,512	147,512

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
40200 - 4400	CONTRACTED SERVICES	5,562	-	-	-	-	-	-	-
40200 - 4406	PRINTING & BINDING	780	1,745	1,580	1,745	1,745	1,745	1,745	1,745
40200 - 4409	TEST SERVICES	3,634	5,500	1,274	3,500	3,500	3,500	3,500	3,500
40200 - 4410	ADVERTISING	-	660	1,565	660	660	660	660	660
40200 - 4412	TRAINING EXPENSE	13,077	33,485	34,758	77,847	77,847	77,847	77,847	77,847
40200 - 4440	EQUIPMENT RENTAL	2,335	2,356	3,186	2,356	2,356	2,356	2,356	2,356
40200 - 4451	POSTAGE	644	863	454	706	706	706	706	706
40200 - 4603	EMERGENCY MANAGEMENT	14,063	35,995	26,412	25,019	25,019	25,019	25,019	25,019
SUBTOTAL		1,287,537	1,319,741	1,389,995	1,333,183	1,336,759	1,336,759	1,336,759	1,336,759

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE	2022 BUDGETED SALARY
		NET CHANGE	
<b>FIRE ADMINISTRATION - 40200</b>			
4090	FIRE CHIEF	0	149,548
	ASSISTANT FIRE CHIEF/FIRE MARSHAL/CHIEF BUILDING OFFICIAL	0	116,770
	DEPUTY FIRE CHIEF	0	86,700
	DIRECTOR OF EMS	0	87,904
	ADMIN. ASST.	0	63,257
		-----	
			504,179

## 2022 BUDGET WORKSHEET

## DEPT NAME - FIRE-ADMINISTRATION

## DEPT # - 40200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4182	Clothing Allowance	66,301	<p>Due to contractual obligations, each employee is entitled to an annual clothing allowance.</p> <p>75 F/T employees x 725</p> <p>4 F/T employees x 950</p> <p>3 P/T employee x 150</p> <p>5 F/T employees x 325</p> <p>Badges/Medals/Name Tags</p> <p>Initial Issue/Promotions</p> <p>Damaged Uniforms</p> <p>Employee Recognition</p>	<p>Due to contractual obligations, each employee is entitled to an annual clothing allowance.</p> <p>75 F/T employees x 725</p> <p>4 F/T employees x 950</p> <p>3 P/T employee x 150</p> <p>5 F/T employees x 325</p> <p>Badges/Medals/Name Tags</p> <p>Initial Issue/Promotions</p> <p>Damaged Uniforms</p>
4200	Office Supplies	4,000	General Office Supplies	General Office Supplies: including stationery, folders, paper, binders, toner kits, and planners
4208	Equipment Repair	1,854	<p>This account is for maintenance to office equipment; service &amp; repair to copier/fax/scanner in admin.</p> <p>Copier Maintenance contract</p> <p>Overages (estimate)</p>	<p>This account is for maintenance to office equipment; service &amp; repair to copier/fax/scanner in admin.</p> <p>Copier Maintenance contract</p> <p>Overages (estimate)</p>
4224	Hazardous Response	16,581	<p>Membership fee for the Southeastern New Hampshire Hazardous Materials Mutual Aid District.</p> <p>Expenses related to mitigating hazardous conditions (excavators, demolition, etc)</p>	<p>Membership fee for the Southeastern New Hampshire Hazardous Materials Mutual Aid District.</p> <p>Expenses related to mitigating hazardous conditions (excavators, demolition, etc)</p>
4227	Ambulance Billing	109,763	<p>Fees paid to contract for ambulance billing and collection services.</p> <p>This fee is based on 5.5% of all funds collected.</p>	<p>Fees paid to contract for ambulance billing and collection services.</p> <p>This fee is based on 5.5% of all funds collected.</p>

## 2022 BUDGET WORKSHEET

## DEPT NAME - FIRE-ADMINISTRATION

## DEPT # - 40200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
			Also includes a fee for mailing HIPPA Compliance letters. Offset- Revenue Ambulance Fees GF 1-3333	Also includes a fee for mailing HIPPA Compliance letters. Offset- Revenue Ambulance Fees GF 1-3333 3 Yr Avg - \$92,078
4232	Ambulance Supplies	147,512	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.  Maintenance for Cardiac Monitors, AEDs and LUCAS Devices (28 units) 25,353 Oxygen rental and usage 3,657 Power Load and Power Stretcher annual maintenance agreement 11,103 Supplies 75,500 Knox MedVault Replacement. Current units no longer supported (Final 2 units) 4,000 Needle disposal service for ambulance needles 1,400	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.  Maintenance for Cardiac Monitors, AEDs and LUCAS Devices (28 units) 20,709 Oxygen rental and usage 3,657 Power Load and Power Stretcher annual maintenance agreement 11,236 Supplies 72,400 Knox MedVault Replacement. Current units no longer supported (2 of 6 req)(year 1 of 3 year plan) 4,000 Needle disposal service for ambulance needles 1,200

## 2022 BUDGET WORKSHEET

## DEPT NAME - FIRE-ADMINISTRATION

**DEPT # - 40200**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4406	Printing & Binding	1,745	Equipment replacement for ambulances - 4 Combi Carriers (\$4,000), monitor mounts (\$5,500) and 5 stair chairs (\$17,000)  Includes printing as listed: Maintenance Work Orders Tags Envelopes & Stationery Hazard Reports Medical Releases Health Insurance Portability and Accountability Act Forms Inspectional Services forms	Lifepak 15 Replacement for 2 units - Our version has a computer board that can no longer be replaced Cyanokits 6 needed Equipment replacement for ambulances - replace equipment that has exceeded service life. (Phase in over 3 years)  Includes printing as listed: Maintenance Work Orders Tags Envelopes & Stationery Hazard Reports Medical Releases Health Insurance Portability and Accountability Act Forms Inspectional Services forms (3 yr wgtd avg=2,089)
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 related to conducting annual promotional exams for Battalion Chief, Captain, Lieutenant, and Fire Inspector. Firefighter Candidate interviews, polygraph and psychological testing.
4410	Advertising	660	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 (3 yr wgtd avg = 660)

## 2022 BUDGET WORKSHEET

## DEPT NAME - FIRE-ADMINISTRATION

## DEPT # - 40200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4412	Training Expenses	77,847	All expenses related to training and professional development: Dues & Subscriptions 4,597 Leadership Academy -professional development for all company officers up to and including all chief officers. (held twice each year to capture all members) Instruction Fees—Costs associated with classes at Salem Fire Dept. 35,000 Outside Training—Off-site training 5,000 Rehab Supplies 2,500 Meeting Expenses 750	All expenses related to training and professional development: Dues & Subscriptions 4,597 Leadership Academy - 3 day course 5,000 consisting of professional development for all company officers up to and including all chief officers. (held twice each year to capture all members) Instruction Fees—Costs associated with classes at Salem Fire Dept. 15,500 Outside Training—Off-site training & professional development 5,000 Rehab Supplies 2,500 Meeting Expenses 750
4440	Equipment Rental	2,356	Postage meter rental 414 Document disposal container rental 400 Copier Lease Agreement 1,542	Postage meter rental 414 Document disposal container rental 400 Copier Lease Agreement 1,542
4451	Postage	706	Costs of packaging, mailing and shipping.	Costs of packaging, mailing and shipping. (3 yr avg - 863)
4603	Emergency Management	25,019	Emergency Operations Center (EOC) telephone lines (4) 1,524 EOC equipment, charts, signs 750 Emergency Management communications equip. 5,000 Pandemic- Health and Safety PPE- FD EMS 17,745	Emergency Operations Center (EOC) telephone lines (4) 1,500 EOC equipment, charts, signs 750 Emergency Management communications equip. 5,000 Pandemic- Health and Safety PPE- FD EMS 17,745

## 2022 BUDGET WORKSHEET

DEPT NAME - FIRE-ADMINISTRATION

DEPT # - 40200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021	
			Town of Salem 5 year Emergency Operations Plan Update-Done in 2021	Town of Salem 5 year Emergency Operations Plan Update	11,000

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>FIRE-SUPPRESSION</b>									
40210 - 4090	REGULAR PAY	4,031,089	4,363,524	4,252,619		4,502,679	4,502,679	4,502,679	4,502,679
40210 - 4093	REPLACEMENT PAY	1,285,602	1,222,894	1,508,194		1,161,750	1,161,750	1,161,750	1,161,750
40210 - 4096	LONGEVITY	5,560	3,160	3,160		3,160	3,160	3,160	3,160
40210 - 4097	INCENTIVE PAY	621,318	647,220	646,015		661,877	662,439	662,439	662,439
40210 - 4098	OVERTIME PAY/CALL BACK	208,422	215,428	185,009		200,000	200,000	200,000	200,000
40210 - 4110	HOLIDAY PAY	80,937	60,034	72,388		79,379	79,482	79,482	79,482
40210 - 4170	RETIREMENT	1,846,496	2,071,510	2,076,392		2,166,297	2,166,297	2,166,297	2,166,297
40210 - 4171	DISABILITY INSURANCE	1,940	3,023	2,104		2,340	2,340	2,340	2,340
40210 - 4172	WORKERS' COMPENSATION	532,428	598,300	577,663		635,893	635,893	635,893	635,893
40210 - 4174	FICA-SOCIAL SECURITY	92,091	100,127	99,689		100,394	100,394	100,394	100,394
40210 - 4176	HEALTH INSURANCE	1,812,254	1,975,865	1,901,627		2,272,655	2,227,227	2,227,227	2,227,227
40210 - 4177	UNEMPLOYMENT COMPENSATION	2,451	2,730	2,373		2,450	2,450	2,450	2,450
40210 - 4178	LIFE INSURANCE	12,716	12,924	12,719		13,360	13,360	13,360	13,360
40210 - 4179	DENTAL INSURANCE	62,069	64,203	63,483		65,709	65,709	65,709	65,709
40210 - 4225	BREATHING APPARATUS	37,541	12,376	35,618		12,376	12,376	12,376	12,376

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
40210 - 4228	FIRE HOSE	10,587	6,574	8,504		6,574	6,574	6,574	6,574
40210 - 4229	WATER SUPPLY MAINTENANCE	-	500	729		1,000	1,000	1,000	1,000
40210 - 4230	FIREFIGHTING SUPPLIES	78,934	77,313	147,792		76,463	76,463	76,463	76,463
40210 - 4412	EMS TRAINING	38,787	39,468	33,071		40,048	40,048	40,048	40,048
40210 - 4602	FIRE EQUIPMENT	16,434	25,000	31,661		25,000	25,000	25,000	25,000
40210 - 4611	EMS CERTIFICATION	13,627	16,800	14,118		16,800	16,800	16,800	16,800
SUBTOTAL		10,791,282	11,518,973	11,674,928		12,046,204	12,001,441	12,001,441	12,001,441

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE	2022 BUDGETED SALARY
		NET CHANGE	
<b>FIRE SUPPRESSION - 40210</b>			
4090	BATTALION CHIEFS (4)	0	333,011
	CAPTAINS (3)	0	233,671
	LIEUTENANTS (9)	0	651,353
	FIREFIGHTER/PARAMEDIC (52)	0	3,138,979
	INSPECTOR (FIREFIGHTER)	0	71,984
	MECHANIC	0	73,681
		-----	
			4,502,679

## 2022 BUDGET WORKSHEET

## DEPT NAME - FIRE-SUPPRESSION

## DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4093	Replacement Pay	1,161,750	<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:</p> <p>2,839 shifts/yr</p> <hr/> <p>2,839 replacement shifts needed</p> <p>@ 547.88 (avg.) = 1,555,431</p> <p>Last year's 3 Year Weighted Average - 1,161,750</p> <p>Overspent in 2020 by \$89,708</p> <p>Overspent in 2019 by \$177,976</p> <p>Overspent in 2018 by \$27,163</p> <p>Overspent in 2017 by \$27,268</p> <p>NOTE- 2019 Replacement pay was level funded at 2018 amount, which was based on 15 Shift Staffing; the 2020 amount is based on the additional on-duty staffing increase to 17 that occurred in 2018 with the SAFER Grant</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:</p> <p>2,548 shifts/yr</p> <hr/> <p>2,548 replacement shifts needed</p> <p>@ 516.48 (avg.) = 1,315,991</p> <p>3 Year Weighted Average - 1,161,750</p> <p>Overspent in 2019 by \$177,976</p> <p>Overspent in 2018 by \$27,163</p> <p>Overspent in 2017 by \$27,268</p> <p>NOTE- 2019 Replacement pay was level funded at 2018 amount, which was based on 15 Shift Staffing; the 2020 amount is based on the additional on-duty staffing increase to 17 that occurred in 2018 with the SAFER Grant</p>
4096	Longevity	3,160	<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.</p> <p>(covers 3 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.</p> <p>(covers 3 remaining Grandfathered employees)</p>

## 2022 BUDGET WORKSHEET

## DEPT NAME - FIRE-SUPPRESSION

## DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021																				
4097	Incentive Pay	662,439	<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> <table> <tr> <td>Emergency Medical Technician - 72 of 72</td> <td>6.50%</td> </tr> <tr> <td>Advanced Emergency Medical Technician - 57 of 72</td> <td>2.50%</td> </tr> <tr> <td>Defibrillator Cert – 72 of 72</td> <td>1.50%</td> </tr> <tr> <td>Firefighter -Level II – 20 of 72</td> <td>3.00%</td> </tr> <tr> <td>Firefighter -Level III – 52 of 72</td> <td>4.50%</td> </tr> </table>	Emergency Medical Technician - 72 of 72	6.50%	Advanced Emergency Medical Technician - 57 of 72	2.50%	Defibrillator Cert – 72 of 72	1.50%	Firefighter -Level II – 20 of 72	3.00%	Firefighter -Level III – 52 of 72	4.50%	<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> <table> <tr> <td>Emergency Medical Technician - 72 of 72</td> <td>6.50%</td> </tr> <tr> <td>Advanced Emergency Medical Technician - 56 of 72</td> <td>2.50%</td> </tr> <tr> <td>Defibrillator Cert – 72 of 72</td> <td>1.50%</td> </tr> <tr> <td>Firefighter -Level II – 20 of 72</td> <td>3.00%</td> </tr> <tr> <td>Firefighter -Level III – 52 of 72</td> <td>4.50%</td> </tr> </table>	Emergency Medical Technician - 72 of 72	6.50%	Advanced Emergency Medical Technician - 56 of 72	2.50%	Defibrillator Cert – 72 of 72	1.50%	Firefighter -Level II – 20 of 72	3.00%	Firefighter -Level III – 52 of 72	4.50%
Emergency Medical Technician - 72 of 72	6.50%																							
Advanced Emergency Medical Technician - 57 of 72	2.50%																							
Defibrillator Cert – 72 of 72	1.50%																							
Firefighter -Level II – 20 of 72	3.00%																							
Firefighter -Level III – 52 of 72	4.50%																							
Emergency Medical Technician - 72 of 72	6.50%																							
Advanced Emergency Medical Technician - 56 of 72	2.50%																							
Defibrillator Cert – 72 of 72	1.50%																							
Firefighter -Level II – 20 of 72	3.00%																							
Firefighter -Level III – 52 of 72	4.50%																							
4098	Overtime Pay	200,000	<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).</p> <p>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>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).</p> <p>Also includes OT expense for officer meetings, training sessions, mechanic, EMS Committee.</p>																				
				<table> <tr> <td>142,000</td> <td>165,028</td> </tr> <tr> <td>Technical Rescue Training (Rope Operations and Technician Class) (Module 2 of 3 of Technical Rescue Training)</td> <td>Trench Rescue Technician Training</td> </tr> <tr> <td>Community Outreach Programs</td> <td>50,400</td> </tr> <tr> <td></td> <td>3 Year Weighted Average - 169,577</td> </tr> </table>	142,000	165,028	Technical Rescue Training (Rope Operations and Technician Class) (Module 2 of 3 of Technical Rescue Training)	Trench Rescue Technician Training	Community Outreach Programs	50,400		3 Year Weighted Average - 169,577												
142,000	165,028																							
Technical Rescue Training (Rope Operations and Technician Class) (Module 2 of 3 of Technical Rescue Training)	Trench Rescue Technician Training																							
Community Outreach Programs	50,400																							
	3 Year Weighted Average - 169,577																							

## 2022 BUDGET WORKSHEET

## DEPT NAME - FIRE-SUPPRESSION

## DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4110	Holiday Pay	79,482	(10 hours / month)  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	12,376	Masks/Regulators & Voice Amp Units Misc. - Includes: maintenance, parts & cyclic hydrostatic testing for 68 units, 132 cylinders & 5 RIT packs, maintenance for 2 cascade systems, air quality tests, fit test machine calibration, and Posicheck calibration.	Masks/Regulators & Voice Amp Units Misc. - Includes: maintenance, parts & cyclic hydrostatic testing for 68 units, 132 cylinders & 5 RIT packs, maintenance for 2 cascade systems, air quality tests, fit test machine calibration, and Posicheck calibration.
4228	Fire Hose	6,574	Annual replacements of hose due to age and wear and tear.  500' - 4" 800' - 1.75" 400' - 2.50"	Annual replacements of hose due to age and wear and tear.  500' - 4" 800' - 1.75" 400' - 2.50"
4229	Water Supply Maintenance	1,000	Items needed to maintain cisterns (8), Dry Hydrants(1), pipes, strainers, caps, signs etc.  Repairs to Cisterns Misc. Maintenance	Items needed to maintain cisterns (8), pipes, strainers, caps, signs etc.  Repairs to Cisterns Misc. Maintenance

## 2022 BUDGET WORKSHEET

## DEPT NAME - FIRE-SUPPRESSION

## DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4230	Firefighting Supplies	76,463	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) (\$4,525 each) Boots (2 Pair) 958 Gloves (10 Pair) 1,100 Hoods (5) 500 Extrication Gloves (4) 280 Turnout Gear Repairs 2,500 Reflective Vests (10) 750 Helmets (5) 2,500	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) (\$4,525 each) Boots (2 Pair) 958 Gloves (10 Pair) 1,050 Hoods (10) 1,100 Extrication Gloves (4) 280 Turnout Gear Repairs 2,500 Reflective Vests (10) 750 Helmets (4) 2,800
4412	EMS Training	40,048	AEMT Course - Single course price 1,500 Paramedic Course (2) 25,000 Instructor Training 2,600 Dues and Subscriptions - EMS 1,148 Outside Training 2,500 Meeting expenses 300 CPR Training Supplies 2,000 CPR Training-public (offset to revenue 5,000 GF 1-3336)	AEMT Course 1,600 Paramedic Course (2) 22,000 Instructor Training 2,520 Dues and Subscriptions - EMS 1,148 Outside Training 2,450 Meeting expenses 250 CPR Training Supplies 2,000 CPR Training-public (offset to revenue 7,500 GF 1-3336)

## 2022 BUDGET WORKSHEET

## DEPT NAME - FIRE-SUPPRESSION

## DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4602	Fire Equipment	25,000	<p>Firefighting tools and equipment used in day-to-day fire department emergency operations including: Safety Equipment, nozzles, fittings, adapters, flashlights, axes, saws, ladders, thermal imaging camera, fire extinguishers, roof saws, cones, sump pumps, foam.</p> <p>Standard equipment 25,000</p>	<p>Firefighting tools and equipment used in day-to-day fire department emergency operations including: Safety Equipment, nozzles, fittings, adapters, flashlights, axes, saws, ladders, thermal imaging camera, fire extinguishers, roof saws, cones, sump pumps, foam.</p> <p>Standard equipment 25,000</p>
4611	EMS Certification	16,800	<p>Cost of instructor services for required medical training and recertification courses. New National Continued Competency Requirement Refresher Program targets specific organizational, state, and national topics.</p> <p>Mandatory continuing education for Emergency Medical Technicians (18 EMTs, 37 AEMTs, and 18 Paramedics) including CPR recert and 96 hours of con-ed 8,160</p> <p>National Continued Competency Requirement (NCCR) 7,800</p> <p>NREMT recertification fees 840</p> <p>(Above are based on the number of individuals due)</p>	<p>Cost of instructor services for required medical training and recertification courses. New National Continued Competency Requirement Refresher Program targets specific organizational, state, and national topics.</p> <p>Mandatory continuing education for Emergency Medical Technicians (18 EMTs, 37 AEMTs, and 18 Paramedics) including CPR recert and 96 hours of con-ed 8,160</p> <p>National Continued Competency Requirement (NCCR) 7,800</p> <p>NREMT recertification fees 840</p> <p>(Above are based on the number of individuals due)</p>

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>FIRE-COMMUNICATIONS</b>									
40220 - 4090	REGULAR PAY	224,074	244,711	221,138		246,462	246,462	246,462	246,462
40220 - 4092	TEMPORARY PAY	44,547	39,468	22,399		40,642	40,642	40,642	40,642
40220 - 4093	REPLACEMENT PAY	72,745	55,011	110,182		66,845	66,845	66,845	66,845
40220 - 4097	INCENTIVE PAY	4,753	4,885	3,963		4,080	4,080	4,080	4,080
40220 - 4098	OVERTIME PAY	4,981	2,320	3,091		2,500	2,500	2,500	2,500
40220 - 4110	HOLIDAY PAY	3,996	2,320	3,505		3,516	3,516	3,516	3,516
40220 - 4170	RETIREMENT	39,299	39,504	55,045		45,540	45,540	45,540	45,540
40220 - 4171	DISABILITY INSURANCE	-	405	221		432	432	432	432
40220 - 4172	WORKERS' COMPENSATION	738	836	813		899	899	899	899
40220 - 4174	FICA-SOCIAL SECURITY	24,455	27,842	23,321		27,866	27,866	27,866	27,866
40220 - 4176	HEALTH INSURANCE	91,486	112,817	89,564		138,037	135,291	135,291	135,291
40220 - 4177	UNEMPLOYMENT COMPENSATION	235	335	247		303	303	303	303
40220 - 4178	LIFE INSURANCE	687	727	669		735	735	735	735
40220 - 4179	DENTAL INSURANCE	3,304	3,498	2,928		4,128	4,128	4,128	4,128
40220 - 4233	ALARM MAINTENANCE	73,555	9,800	80,226		7,500	7,500	7,500	7,500

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
40220 - 4412	TRAINING EXPENSE	119	1,880	351	1,880	1,880	1,880	1,880	1,880
40220 - 4450	TELEPHONE	45,676	44,623	40,228	35,360	35,360	35,360	35,360	35,360
40220 - 4456	RADIO MAINTENANCE	13,499	13,500	23,564	99,859	99,859	99,859	99,859	99,859
SUBTOTAL		648,149	604,482	681,454	726,584	723,838	723,838	723,838	723,838

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY
FIRE COMMUNICATIONS - 40220			
4090	COMMUNICATIONS SUPERVISOR	0	66,155
	DISPATCHERS (4)	0	180,307
		-----	-----
			246,462

## 2022 BUDGET WORKSHEET

## DEPT NAME - FIRE-COMMUNICATIONS

## DEPT # - 40220

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Temporary Pay	40,642	Hourly wages paid to part-time dispatchers to cover 104 open shifts and 156 weekday shifts.  Total # of Shifts 208	Hourly wages paid to part-time dispatchers to cover 104 open shifts and 98 weekday shifts.  Total # of Shifts 202
4093	Replacement Pay	66,845	Coverage for dispatcher's vacations, sick leave, personal days, etc. Approx. 219 shifts are covered by full time dispatchers or firefighters.	Coverage for dispatcher's vacations, sick leave, personal days, etc. Approx. 219 shifts are covered by full time dispatchers or firefighters. (3 yr wgtd avg.-55,011)
4097	Incentive Pay	4,080	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	2,500	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. 3 yr wgtd avg.-2,320
4110	Holiday Pay	3,516	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) 3 yr wgtd avg. 1,433
4233	Alarm Maintenance	7,500	Includes the cost of maintaining the Town's radio box fire alarm system and repairs to console equipment.  Console - Inside Work	Includes the cost of maintaining the Town's radio box fire alarm system and repairs to console equipment.  Console - Inside Work
			Emergency outside Radio Box Repairs	3,000
				3,600

## 2022 BUDGET WORKSHEET

## DEPT NAME - FIRE-COMMUNICATIONS

## DEPT # - 40220

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
			Recorder Maint. Contract Traffic Light Repairs	Recorder Maint. Contract Traffic Light Repairs
4412	Training Expense	1,880	Professional development training 5 Dispatchers 2 Part-time Dispatchers APCO Membership	Professional development training 5 Dispatchers 2 Part-time Dispatchers APCO Membership
4450	Telephone	35,360	Annual costs for all telephone services: BCN Communications Service (Business Lines, 911 lines, Fax Lines) Wireless Services: Cellular Phones (17) Broadband Communications (aircards) (Includes Inspectional Services, Cardiac Monitors, I-Pads etc.) Emergency Repairs, Equipment, Parts, etc. Maintenance Comcast Internet circuit (Recommended by IT for FD resiliency, Phones, IT etc.) Alarm Monitoring (panic buttons) (moved from Central)	Annual costs for all telephone services: Business Lines (5) Fax Lines (2) Station House Phones (3) Automatic Number Identifier (ANI) Automatic Location Identifier (ALI) Radio Circuit Lines (1) Direct lines to Police Dept. & Sub-Stations (3) Cellular Phones (17) Broadband Communications (aircards) BCN Communications Service Long Distance Calls Emergency Repairs, Equipment, Parts, Line Maintenance Volk Alarm Line (2) Station Control Circuits (House Lights etc.) High speed fiber-Comcast - 2 lines
4456	Radio Maintenance	99,859	Repairs and maintenance	Repairs and maintenance

## 2022 BUDGET WORKSHEET

DEPT NAME - FIRE-COMMUNICATIONS

DEPT # - 40220

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
	Mobiles (24)			Base Stations (4)
	Portables (79)			-Very High Frequency (VHF) (2)
	Portable Radio Batteries	1,000		-Ultra High Frequency (UHF) (2)
	Lawrence Rd/Howard St. Generators	2,500		Mobiles (24)
	LMR System Support contract (covers	86,359		Portables (66)
	Town wide system (Fire, PD and			
	Municipal Svc)			
	(partial year)			
				Voter (1)
				Remote Receivers (5)
				Motorola Console (2)
				Simulcast System
				Lawrence Rd/Howard St. Generators 1,000
				Portable Radio Batteries 2,500

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>FIRE-STATIONS</b>									
40230 - 4235	SMALL TOOLS & EQUIP.	9,111	10,393	11,219	10,393	10,393	10,393	10,393	10,393
40230 - 4237	GAS & OIL	54,135	68,901	63,645	72,687	72,687	72,687	72,687	72,687
40230 - 4452	BUILDING MAINTENANCE	10,274	7,379	14,179	7,379	7,379	7,379	7,379	7,379
40230 - 4458	VEHICLE MAINTENANCE	97,826	79,970	149,558	96,865	96,865	96,865	96,865	96,865
40230 - 4600	OFFICE FURNITURE & APPLIANCES	2,899	3,215	4,076	3,215	3,215	3,215	3,215	3,215
SUBTOTAL		174,245	169,858	242,677	190,539	190,539	190,539	190,539	190,539
<b>CENTRAL STATION #1</b>									
40231 - 4452	BUILDING MAINTENANCE	34,358	26,850	48,762	26,710	26,710	26,710	26,710	26,710
40231 - 4495	HEAT	5,837	8,802	7,028	9,323	9,323	9,323	9,323	9,323
40231 - 4496	ELECTRICITY	17,248	17,972	19,261	17,972	17,972	17,972	17,972	17,972
40231 - 4497	OTHER UTILITIES	2,527	2,687	2,454	2,687	2,687	2,687	2,687	2,687
SUBTOTAL		59,970	56,311	77,505	56,692	56,692	56,692	56,692	56,692

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>OLD NORTH STATION</b>									
40232 - 4452	BUILDING MAINTENANCE	3,659	-	4		-	-	-	-
40232 - 4495	HEAT	372	-	-		-	-	-	-
40232 - 4496	ELECTRICITY	387	-	236		-	-	-	-
SUBTOTAL		4,418	-	240		-	-	-	-
<b>SOUTH STATION #3</b>									
40233 - 4452	BUILDING MAINTENANCE	9,751	11,100	12,398	14,950	14,950	14,950	14,950	14,950
40233 - 4495	HEAT	7,674	9,728	6,617	10,093	10,093	10,093	10,093	10,093
40233 - 4496	ELECTRICITY	5,022	5,244	5,260	5,244	5,244	5,244	5,244	5,244
40233 - 4497	OTHER UTILITIES	1,384	1,048	2,304	1,185	1,185	1,185	1,185	1,185
SUBTOTAL		23,831	27,120	26,579	31,472	31,472	31,472	31,472	31,472

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b><i>NORTH STATION #2</i></b>									
40234 - 4452	BUILDING MAINTENANCE	7,231	12,850	16,543	30,500	30,500	30,500	30,500	30,500
40234 - 4495	HEAT	6,953	11,219	10,270	11,640	11,640	11,640	11,640	11,640
40234 - 4496	ELECTRICITY	6,928	6,596	6,618	6,596	6,596	6,596	6,596	6,596
40234 - 4497	OTHER UTILITIES	345	552	432	552	552	552	552	552
SUBTOTAL		21,457	31,217	33,864	49,288	49,288	49,288	49,288	49,288
TOTAL-STATIONS		283,921	284,506	380,865	327,991	327,991	327,991	327,991	327,991

## 2022 BUDGET WORKSHEET

## DEPT NAME - FIRE-STATIONS

## DEPT # - 40230

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4235	Small Tools	10,393	Tools/replacement and specialized equipment used by department mechanic. Tools/replacement equipment 7,895 Subscriptions to Vehicle Diagnostic Programs (shared with DPW)	Tools/replacement and specialized equipment used by department mechanic. Tools/replacement equipment 7,895 Subscriptions to Vehicle Diagnostic Programs (shared with DPW)
4237	Gas & Oil	72,687	Fuel Estimate: 19,191 gallons of diesel @ 2.39 and 8,684 gallons of gasoline @ 2.34 DEF, Oils, waste oil, etc. (drums/quarts) 6,500	Fuel Estimate: 19,191 gallons of diesel @ 2.35 and 8,684 gallons of gasoline @ 2.05 DEF, Oils, waste oil, etc. (drums/quarts) 6,000
4452	Building Maintenance	7,379	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. Level funded	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 3 yr wgtd. avg - 7,379
4458	Vehicle Maintenance	96,865	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.	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.

## 2022 BUDGET WORKSHEET

## DEPT NAME - FIRE-STATIONS

## DEPT # - 40230

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4600	Office Furniture & Appliances	3,215	<p>Supplies including grease, rags, wax, paints, mechanic overalls, etc. Replacement of tires for Fire Department apparatus, cars &amp; ambulances.</p> <p>90,865 (Includes maintenance of Inspections vehicles)</p> <p>Rust repair necessary to keep 6,000 Inspectional Services vehicles on road. (Proposed to be replaced in 2022 CIP)</p>	<p>Supplies including grease, rags, wax, paints, mechanic overalls, etc. Replacement of tires for Fire Department apparatus, cars &amp; ambulances.</p> <p>3 yr wgtd avg (79,970) 79,970 (Includes maintenance of Inspections vehicles)</p>
				All Appliances, including refrigerators, stoves, dishwashers, washing machines, chairs, dryers and miscellaneous office furniture for all three stations.
				3,215

## 2022 BUDGET WORKSHEET

DEPT NAME - FIRE-CENTRAL STATION #1

DEPT # - 40231

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4452	Building Maintenance	26,710	Maintenance and repair costs for Central Fire Station as follows:  Constructed in 1967 Exhaust System Maintenance HVAC Maintenance (includes duct cleaning, milkicide tx, odor neut. UV) Electrical Repairs Plumbing Supplies & Repair Overhead Door Repair Building/Grounds Maintenance Generator Maintenance Building Decon / disinfecting Pest Control	Maintenance and repair costs for Central Fire Station as follows:  Exhaust System Maintenance HVAC Maintenance (includes duct cleaning, milkicide tx, odor neut. UV) Electrical Repairs Plumbing Supplies & Repair Overhead Door Repair Building/Grounds Maintenance Generator Maintenance Quarterly Building Decon / disinfecting Alarm Monitoring (panic buttons)
4495	Heat	9,323	Heating and air conditioning costs for Central Fire Station.  6,805 therms (3 yr wgtd avg) natural gas @ \$1.37/therm	Heating and air conditioning costs for Central Fire Station.  7,789 therms (3 yr wgtd avg) natural gas @ \$1.13/therm
4496	Electricity	17,972	Electricity costs for Central Fire Station. Level funded	Electricity costs for Central Fire Station. Based on 3 yr wgtd avg plus 3%
4497	Other Utilities	2,687	Water and sewer charges. Level funded	Water and sewer charges. (3 yr wgtd avg. - 2,687)

## 2022 BUDGET WORKSHEET

DEPT NAME - FIRE-SOUTH STATION #3

DEPT # - 40233

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4452	Building Maintenance	14,950	Maintenance and repair costs for South Fire Station as follows:  Constructed in 1974 Exhaust System Maintenance HVAC Maintenance Electrical Repairs Plumbing Supplies & Repair Overhead Door Repair Building/Grounds Maintenance Generator Maintenance Fire Alarm Annual Inspection Sprinkler Annual Inspection Pressure Vessel Inspections State of NH Pest Control Building Decon / disinfecting Door Replacement (Replace 2 exterior doors that have rotted and are failing.)	Maintenance and repair costs for South Fire Station as follows:  Exhaust System Maintenance HVAC Maintenance Electrical Repairs Plumbing Supplies & Repair Overhead Door Repair Building/Grounds Maintenance Generator Maintenance Fire Alarm Annual Inspection Sprinkler Annual Inspection Pressure Vessel Inspections State of NH Pest Control Quarterly Building Decon / disinfecting)
4495	Heat	10,093	Heating costs for South Fire Station. 4,567 gal of propane @ \$2.21/gallon	Heating costs for South Fire Station. 4,567 gal of propane @ \$2.13/gallon
4496	Electricity	5,244	Electricity costs for South Fire Station . Level funded	Electricity costs for South Fire Station . Based on 3 yr wgtd avg plus 3%
4497	Other Utilities	1,185	Water and sewer charges.	Water and sewer charges. (3 yr wgtd avg. – 1,048)

## 2022 BUDGET WORKSHEET

DEPT NAME - FIRE-NORTH STATION #2

DEPT # - 40234

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4452	Building Maintenance	30,500	Maintenance and repair costs for North Fire Station as follows:  Constructed in 2005 Exhaust System Maintenance HVAC Maintenance Electrical Repairs Plumbing Supplies & Repair Overhead Door Repair Building/Grounds Maintenance Generator Maintenance Fire Alarm Maintenance Fire Sprinkler Maintenance Septic/Grey Water Pest Control Building Decon / disinfecting Replace Hot water heater	Maintenance and repair costs for North Fire Station as follows:  Exhaust System Maintenance HVAC Maintenance Electrical Repairs Plumbing Supplies & Repair Overhead Door Repair Building/Grounds Maintenance Generator Maintenance Fire Alarm Maintenance Fire Sprinkler Maintenance Septic/Grey Water Pest Control Quarterly Building Decon / disinfecting Water Heater Replacement Kitchen Cabinets / Counter Equipment Storage Lockers
4495	Heat	11,640	Heating costs for North Fire Station. 5,267 gal of propane @ \$2.21/gallon	Heating costs for North Fire Station. 5,267 gal (3 yr wgtd avg) of propane @ \$2.13/gallon
4496	Electricity	6,596	Electricity costs for North Fire Station. Level funded	Electricity costs for North Fire Station. Based on 3 yr wgtd avg plus 3%
4497	Other Utilities	552	Water charges. Level funded	Water charges. (3 yr wgtd avg. – 552)

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>FIRE-INSPECTIONAL SERVICES</b>									
40240 - 4090	REGULAR PAY	400,527	432,479	392,983		426,245	436,207	436,207	436,207
40240 - 4092	TEMPORARY PAY	50,683	85,579	61,304		86,581	86,581	86,581	86,581
40240 - 4170	RETIREMENT	44,717	54,502	50,144		59,930	61,630	61,630	61,630
40240 - 4171	DISABILITY INSURANCE	3,461	3,715	3,263		4,016	4,061	4,061	4,061
40240 - 4172	WORKERS' COMPENSATION	20,317	22,531	22,069		26,674	27,176	27,176	27,176
40240 - 4174	FICA-SOCIAL SECURITY	31,591	39,632	31,835		42,118	43,031	43,031	43,031
40240 - 4176	HEALTH INSURANCE	116,510	166,774	123,303		187,383	183,754	183,754	183,754
40240 - 4177	UNEMPLOYMENT COMPENSATION	302	312	277		350	350	350	350
40240 - 4178	LIFE INSURANCE	1,026	1,204	953		1,192	1,212	1,212	1,212
40240 - 4179	DENTAL INSURANCE	4,347	6,193	4,420		6,193	6,193	6,193	6,193
40240 - 4231	INSPECTIONAL SERVICES SUPPLIES	1,509	5,275	4,195		5,275	5,275	5,275	5,275
40240 - 4400	CONTRACTED SERVICES	58,460	21,080	55,850		26,500	26,500	26,500	26,500
40240 - 4405	MEMBERSHIPS & PUBLICATIONS	1,493	2,869	1,030		2,869	2,869	2,869	2,869
40240 - 4453	MEETINGS & TRAINING	145	1,500	-		1,500	1,500	1,500	1,500
40240 - 4587	RECORDING FEES	108	75	67		75	75	75	75

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)					
40240 -4810	MOSQUITO CONTROL	44,000	52,000	44,500		52,000	52,000	52,000	52,000
	SUBTOTAL	779,577	895,720	797,882		928,901	938,414	938,414	938,414
	TOTAL-FIRE	13,790,466	14,623,422	14,925,123		15,362,863	15,328,443	15,328,443	15,328,443

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY
FIRE-INSPECTIONAL SERVICES - 40240			
4090	BUILDING OFFICIALS/INSPECTORS (3)	0	222,111
	HEALTH OFFICER	0	104,752
	ADMIN. SECRETARY	0	58,188
	FIRE CLERK	0	51,156
		-----	
			436,207

## 2022 BUDGET WORKSHEET

## DEPT NAME -FIRE - INSPECTATIONAL SERVICES

## DEPT # - 40240

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Temporary Pay	86,581	2 PT inspectors @ 24 hrs/wk	86,581 2 PT inspectors @ 24 hrs/wk
4231	Inspectional Services Supplies	5,275	Code Books/Library Inspection/Investigation tools and equipment including evidence collection and photo supplies Fire Prevention/Education Literature Safety Trailer supplies & equip. Microbiological and environmental testing and sampling supplies, thermometers, probe wipes, disposable gloves and tracing dye	2,000 425 2,400 250 200 Code Books/Library Inspection/Investigation tools and equipment including evidence collection and photo supplies Fire Prevention/Education Literature Safety Trailer supplies & equip. Microbiological and environmental testing and sampling supplies, thermometers, probe wipes, disposable gloves and tracing dye
4400	Contracted Services	26,500	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 @ \$20 each. Septic Inspections/reviews (offsetting revenue GF 1-3371) 2020 actual \$25,830 2021 Est. \$25,000	1,500 25,000 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 54 samples @ \$20 each. Septic Inspections/reviews (offsetting revenue GF 1-3371) (3 yr wgtd avg - 20,660)
4405	Memberships & Publications	2,869	Prof. Assn. Memberships: NH Building Officials Assn NH Fire Prevention and International Arson Investigators NH Building Officials Support Staff (2)	260 100 100 Prof. Assn. Memberships: NH Building Officials Assn NH Fire Prevention and International Arson Investigators NH Building Officials Support Staff (2)

## 2022 BUDGET WORKSHEET

DEPT NAME -FIRE - INSPECTIONAL SERVICES

DEPT # - 40240

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
			Code Subscriptions Service NFPA ICC N.H. Health Officers Assoc. Granite State Designers and Installers	Code Subscriptions Service NFPA ICC N.H. Health Officers Assoc. Granite State Designers and Installers
4453	Meetings & Training	1,500	ICC Certifications (3) Code Training & Continuing Education (7 inspectors & 2 Administrative staff) NH Health Officers Association (Semi-Annual meetings) Annual Granite State Designers & Installers Conference (1-day)	ICC Certifications (3) Code Training & Continuing Education (7 inspectors & 2 Administrative staff) NH Health Officers Association (Semi-Annual meetings) Annual Granite State Designers & Installers Conference (1-day)
4587	Recording Fees	75	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, larvicing and adulticiding. Includes annual permit and special event spraying Targeted Spraying	Mosquito surveillance, larvicing and adulticiding. Includes annual permit and special event spraying Targeted Spraying

DEPT.	2020 EXPENDED	2022 BUDGET			2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
		2021 BUDGET	2021 EXPENDED (PRE-AUDIT)	2022 BOS RECOMM.			
<b>MUNICIPAL SERVICES SUMMARY</b>							
ADMINISTRATION	528,153	519,650	456,074	548,560	548,560	548,560	548,560
GARAGE	54,885	43,576	56,192	59,012	59,012	59,012	59,012
FLEET	515,691	599,331	552,549	618,623	618,623	618,623	618,623
STREETS/SHOPS	1,668,034	1,495,894	1,366,880	1,601,532	1,601,532	1,601,532	1,601,532
WINTER WEATHER	314,129	850,000	883,803	800,026	800,026	800,026	800,026
SOLID WASTE	1,188,676	1,037,318	1,144,654	1,131,860	1,131,860	1,131,860	1,131,860
PARKS/PROPERTY	508,470	571,099	635,355	602,500	602,500	602,500	602,500
ENGINEERING	440,248	596,956	462,553	641,403	641,403	641,403	641,403
LIGHTING	614,107	606,693	662,654	606,693	606,693	606,693	606,693
<b>TOTAL - MUNICIPAL SERVICES</b>	<b>5,832,392</b>	<b>6,320,517</b>	<b>6,220,714</b>	<b>6,610,209</b>	<b>6,610,209</b>	<b>6,610,209</b>	<b>6,610,209</b>

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>MUNICIPAL SERVICES-ADMINISTRATION</b>									
50100 - 4090	REGULAR PAY	308,578	312,085	247,129		286,527	289,330	289,330	289,330
50100 - 4092	TEMPORARY PAY	646	-	3,038		-	-	-	-
50100 - 4170	RETIREMENT	34,443	39,369	30,987		40,286	40,681	40,681	40,681
50100 - 4171	DISABILITY INSURANCE	2,231	2,241	1,823		2,282	2,301	2,301	2,301
50100 - 4172	WORKERS' COMPENSATION	6,587	7,609	7,511		7,558	7,632	7,632	7,632
50100 - 4174	FICA-SOCIAL SECURITY	22,696	23,875	18,735		21,920	22,134	22,134	22,134
50100 - 4176	HEALTH INSURANCE	77,564	82,570	64,863		82,280	80,702	80,702	80,702
50100 - 4177	UNEMPLOYMENT COMPENSATION	101	117	140		105	105	105	105
50100 - 4178	LIFE INSURANCE	746	749	605		722	726	726	726
50100 - 4179	DENTAL INSURANCE	2,968	3,014	2,138		3,014	3,014	3,014	3,014
50100 - 4182	CLOTHING ALLOWANCE	12,142	12,141	10,723		12,141	12,141	12,141	12,141
50100 - 4200	OFFICE SUPPLIES	3,166	900	1,585		1,700	1,700	1,700	1,700
50100 - 4239	DAM REPAIR & MAINTENANCE	30,280	9,150	39,189		59,050	59,050	59,050	59,050
50100 - 4240	FLOOD CONTROL MANAGEMENT	8,400	9,100	9,100		9,100	9,100	9,100	9,100
50100 - 4400	CONTRACTED SERVICES	1,572	2,000	2,508		5,000	5,000	5,000	5,000

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
50100 - 4405	MEMBERSHIPS & PUBLICATIONS	996	1,140	1,372		1,140	1,140	1,140	1,140
50100 - 4406	PRINTING & BINDING	714	500	784		500	500	500	500
50100 - 4423	MEDICAL EXAMINATIONS	1,420	1,100	1,564		1,100	1,100	1,100	1,100
50100 - 4450	TELEPHONE	10,023	10,438	10,093		10,390	10,390	10,390	10,390
50100 - 4453	MEETINGS & TRAINING	606	680	145		680	680	680	680
50100 - 4459	EQUIPMENT MAINTENANCE	1,880	872	1,895		1,134	1,134	1,134	1,134
50100 - 4600	OFFICE FURNITURE & EQUIP.	394	-	148		-	-	-	-
SUBTOTAL		528,153	519,650	456,074		546,629	548,560	548,560	548,560

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY
ADMINISTRATION - 50100			
4090	DIRECTOR OF MUNICIPAL SERVICES	0	141,999
	DEPUTY DIRECTOR MS-DPW	0	90,217
	ADMIN. ASSISTANT	0	57,114
		-----	-----
			289,330

## 2022 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - ADMINISTRATION

DEPT # - 50100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4182	Clothing Allowance	12,141	Contract requirements (22 employees) (Formerly allocated among MS departments) Uniform Service Boot Allowance	Contract requirements (22 employees) (Formerly allocated among MS departments) Uniform Service Boot Allowance
4200	Office Supplies	1,700	Supplies for Public Works Division	Supplies for Public Works Division 3 yr wgtd avg. (1,278)
4239	Dam Repairs & Maintenance	59,050	Yearly maintenance to 3 dams and 2 flumes Electronic gate system maint. Millville Dam Engineering Annual State Dam Inspection	Yearly maintenance to 3 dams and 2 flumes Electronic gate system maint. Annual State Dam Inspection 3 yr wgtd avg. (21,957)
4240	Flood Control Management	9,100	Maintenance of river gauge @ Cowbell Corners (North Salem) cost of 14,600 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 14,600 to be offset by 5,500 from USGS Paid annually, in the Fall, to USGS
4400	Contracted Services	5,000	Advertisements and public notices Legal Notices (materials and service bids)	Advertisements and public notices 3 yr wgtd avg. (3,373)
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	For membership in professional organizations: NH Public Works Assn Solid Waste Certifications (5 scales @ 96 ea. & 5 operators @ 50 ea) State scale license

## 2022 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - ADMINISTRATION

DEPT # - 50100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
			APWA Memberships NH Road Agents	160 30
4406	Printing & Binding	500	Handout notices for road detours, construction projects, etc. Stationery and envelopes	Handout notices for road detours, construction projects, etc. Stationery and envelopes 3 yr wgtd avg. (655)
4423	Medical Exams	1,100	Physicals for employees when requested by the Town Random Drug/Alcohol testing	200 900
4450	Telephone	10,390	Telephone lines, usage, and repairs Cell phone service (5) Broadband communications- aircards-GIS tablets (4)	6,099 2,771 1,520
4453	Meetings & Training	680	Training programs, UNH T2	680 3 yr wgtd avg. (611)
4459	Equipment Maintenance	1,134	Copier maintenance / copies Emergency repairs	1,134 - 3 yr wgtd avg. (872)

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b><i>MUNICIPAL SERVICES-GARAGE</i></b>									
50110 - 4401	CLEANING SERVICES	7,600	5,500	10,548		20,600	20,600	20,600	20,600
50110 - 4495	HEAT	9,524	10,433	10,983		12,649	12,649	12,649	12,649
50110 - 4496	ELECTRICITY	18,134	18,876	19,180		18,876	18,876	18,876	18,876
50110 - 4497	OTHER UTILITIES	865	1,091	849		912	912	912	912
50110 - 4498	BUILDING REPAIRS	18,762	7,676	14,632		3,741	3,741	3,741	3,741
50110 - 4607	EQUIPMENT	-	-			2,234	2,234	2,234	2,234
SUBTOTAL		54,885	43,576	56,192		59,012	59,012	59,012	59,012

## 2022 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - GARAGE

DEPT # - 50110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4401	Cleaning Services	20,600	Cleaning of building provided by outside contractor. Based on bid pricing	Cleaning of building provided by outside contractor. Based on bid pricing
4495	Heat	12,649	Heat for building. Natural Gas. 9,233 @1.37/ therm.	Heat for building. Natural Gas. 3 yr wgtd avg. 9,233 @1.13/ therm.
4496	Electricity	18,876	Electricity for Garage	Based on 3 yr wgtd avg plus 3%
4497	Other Utilities	912	Town Water Septic pumping Propane for Emergency Generator	Town Water 841 Septic pumping 250 Propane for Emergency Generator 3 yr wgtd avg (1,091)
4498	Building Repairs	3,741	General maintenance and repairs to DPW buildings and gas system HVAC maintenance contract (6 garage units) Fuel System fire suppression testing twice annually (\$300 ea.) Annual maintenance for overhead garage doors Generator Maint Compressor Maint Alarm monitoring	General maintenance and repairs to DPW buildings and gas system HVAC maintenance contract (6 garage units) 924 Air Intake HVAC repair 2,685 Fuel System fire suppression testing twice annually (\$300 ea.) 600 Annual maintenance for overhead garage doors 2,500 Generator Maint 500 Compressor Maint 275 Alarm monitoring 192 3 yr wgtd avg. (14,055)
4607	Equipment	2,234	Mower Lift	2,234

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>MUNICIPAL SERVICES-FLEET</b>									
50120 - 4090	REGULAR PAY	111,285	165,853	132,238	167,109	167,109	167,109	167,109	167,109
50120 - 4098	OVERTIME PAY	8,894	5,000	12,968	5,000	5,000	5,000	5,000	5,000
50120 - 4170	RETIREMENT	13,394	21,554	18,457	24,832	24,832	24,832	24,832	24,832
50120 - 4171	DISABILITY INSURANCE	1,064	1,579	1,286	1,710	1,710	1,710	1,710	1,710
50120 - 4172	WORKERS' COMPENSATION	6,243	6,544	6,544	7,471	7,471	7,471	7,471	7,471
50120 - 4174	FICA-SOCIAL SECURITY	8,588	13,071	10,825	13,511	13,511	13,511	13,511	13,511
50120 - 4176	HEALTH INSURANCE	57,615	95,954	47,220	82,280	80,702	80,702	80,702	80,702
50120 - 4177	UNEMPLOYMENT COMPENSATION	67	117	105	105	105	105	105	105
50120 - 4178	LIFE INSURANCE	328	492	398	497	497	497	497	497
50120 - 4179	DENTAL INSURANCE	1,911	3,090	1,755	2,187	2,187	2,187	2,187	2,187
50120 - 4235	SMALL TOOLS & EQUIPMENT	-	-		2,500	2,500	2,500	2,500	2,500
50120 - 4237	GAS & OIL	85,904	84,077	94,251	89,999	89,999	89,999	89,999	89,999
50120 - 4400	CONTRACTED SERVICES	3,840	-	3,840	-	-	-	-	-
50120 - 4456	RADIO MAINTENANCE	3,094	2,000	1,010	2,000	2,000	2,000	2,000	2,000
50120 - 4458	VEHICLE MAINTENANCE	213,463	200,000	221,651	221,000	221,000	221,000	221,000	221,000

**2022 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)					
	SUBTOTAL	515,691	599,331	552,549		620,201	618,623	618,623	618,623

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY
FLEET - 50120			
	4090 CHIEF MECHANIC	0	65,709
	FLEET MECHANIC (2)	0	101,400
		-----	-----
			167,109

## 2022 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - FLEET

DEPT # - 50120

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021		
4098	Overtime	5,000	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. 3 yr wgtd avg. (8,806)		
4235	Small Tools & Equipment	2,500	Purchase/repair of broken and/or damaged tools			
4237	Gas & Oil	89,999	13,387 gal of gasoline @ \$2.34 21,759 gal of diesel @ \$2.39 Oil, hydraulic fluid, other lubricants, including waste oil disposal	31,995 52,004 6,000	3 yr wgtd avg. 13,387 gal of gasoline @ \$2.05 3 yr wgtd avg. 21,759 gal of diesel @ \$2.35 Oil, hydraulic fluid, other lubricants, including waste oil disposal 3 yr wgtd avg. (77,412)	27,443 51,134 5,500
4456	Radio Maintenance	2,000	Annual repairs/maintenance	2,000	Annual repairs/maintenance 3 yr wgtd avg. (3,691)	2,000
4458	Vehicle Maintenance	221,000	Vehicle parts for scheduled and emergency repairs to equipment.		Vehicle parts for scheduled and emergency repairs to equipment. 3 yr wgtd avg. (232,219)	

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>MUNICIPAL SERVICES-STREETS/SHOPS</b>									
50130 - 4090	REGULAR PAY	555,275	623,201	497,374	638,277	638,277	638,277	638,277	638,277
50130 - 4092	TEMPORARY PAY	28,031	31,040	30,152	36,420	36,420	36,420	36,420	36,420
50130 - 4098	OVERTIME PAY	61,517	42,000	75,214	46,000	46,000	46,000	46,000	46,000
50130 - 4112	STAND-BY PAY	10,968	11,373	7,131	7,000	7,000	7,000	7,000	7,000
50130 - 4170	RETIREMENT	85,134	85,349	79,741	97,810	97,810	97,810	97,810	97,810
50130 - 4171	DISABILITY INSURANCE	5,498	5,979	5,079	6,601	6,601	6,601	6,601	6,601
50130 - 4172	WORKERS' COMPENSATION	25,437	27,102	27,102	30,966	30,966	30,966	30,966	30,966
50130 - 4174	FICA-SOCIAL SECURITY	52,832	54,132	44,147	56,003	56,003	56,003	56,003	56,003
50130 - 4176	HEALTH INSURANCE	232,345	277,894	223,082	357,271	350,106	350,106	350,106	350,106
50130 - 4177	UNEMPLOYMENT COMPENSATION	443	554	479	512	512	512	512	512
50130 - 4178	LIFE INSURANCE	1,685	1,849	1,557	1,893	1,893	1,893	1,893	1,893
50130 - 4179	DENTAL INSURANCE	8,318	10,197	7,426	10,911	10,911	10,911	10,911	10,911
50130 - 4201	MAINTENANCE SUPPLIES	1,134	1,274	1,640	1,274	1,274	1,274	1,274	1,274
50130 - 4235	SMALL TOOLS & EQUIP.	3,780	2,500	2,667	2,500	2,500	2,500	2,500	2,500
50130 - 4238	TRAFFIC & STREET SIGNS	8,976	11,830	12,399	10,330	10,330	10,330	10,330	10,330

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021		2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)				
50130 - 4241	BRIDGE & RAIL SUPPLIES	6,366	8,339	18,324	8,339	8,339	8,339	8,339
50130 - 4242	STREET LINING	61,989	50,000	66,975	60,000	60,000	60,000	60,000
50130 - 4244	GRAVEL/CRUSHED STONE	8,082	12,000	18,933	12,000	12,000	12,000	12,000
50130 - 4245	BITUMINOUS CONCRETE	17,635	26,282	28,875	26,282	26,282	26,282	26,282
50130 - 4246	SAND	-	61	-	-	-	-	-
50130 - 4248	DRAINAGE SUPPLIES	18,347	23,389	11,491	23,389	23,389	23,389	23,389
50130 - 4262	SAFETY	829	2,396	1,965	2,396	2,396	2,396	2,396
50130 - 4266	COLD PATCH	2,330	2,552	1,391	2,552	2,552	2,552	2,552
50130 - 4267	CALCIUM CHLORIDE	4,588	3,811	-	3,811	3,811	3,811	3,811
50130 - 4400	CONTRACTED SERVICES	65,882	77,980	86,540	91,660	91,660	91,660	91,660
50130 - 4440	EQUIPMENT RENTAL	16,770	14,500	15,205	14,500	14,500	14,500	14,500
50130 - 4462	TREE REMOVAL	63,736	50,000	63,301	60,000	60,000	60,000	60,000
50130 - 4607	EQUIPMENT	2,692	38,310	38,690	-	-	-	-
50130 - 4983	WINTER WEATHER OPERATIONS	317,415	-	-	-	-	-	-
SUBTOTAL		1,668,034	1,495,894	1,366,880	1,608,697	1,601,532	1,601,532	1,601,532

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY
STREETS/SHOPS - 50130			
4090	WORKING FOREMEN (2)	0	130,054
	HEAVY EQUIP. OPERATORS (6)	0	320,734
	LIGHT EQUIP. OPERATOR (4)	0	187,489
		-----	-----
			638,277

## 2022 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - STREETS / SHOPS

DEPT # - 50130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021	
4092	Temporary Pay	36,420	2 summer employees @ \$16/hr for 12 weeks doing brush, roadside trash pick up, patching, etc. Police details Police details for catch basin cleaning	15,360 2 summer employees @ \$13/hr for 12 weeks doing brush, roadside trash pick up, patching, etc. Police details Police details for catch basin cleaning 3 yr wgtd avg. (44,445)	12,480 13,560 5,000
4098	Overtime	46,000	Emergency overtime and callouts NOT related to snow and ice removal. Sweeping, road problems, wind and rain storms, floods, street line painting, etc.	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 wgtd avg. (52,629)	13,560 5,000
4112	Standby	7,000	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 3 yr wgtd avg. (11,462)	12,480
4201	Maintenance Supplies	1,274	Est. cost of maintenance materials (soap, paper products, bug sprays, bulbs, etc.).	Est. cost of maintenance materials (soap, paper products, bug sprays, bulbs, etc.). 3 yr wgtd avg. (1,274)	13,560
4235	Small Tools & Equipment	2,500	Replacement of small tools and equipment (shovels, picks, tree & brush cutting tools, saw blades, drills, etc.)	Replacement of small tools and equipment (shovels, picks, tree & brush cutting tools, saw blades, drills, etc.). 3 yr wgtd avg. (2,789)	5,000
4238	Traffic & Street Signs	10,330	Repair and clean existing signs. Replace signs due to damage, fading, theft and vandalism.	Repair and clean existing signs. Replace signs due to damage, fading, theft and vandalism.	12,480

## 2022 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - STREETS / SHOPS

DEPT # - 50130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
			Zion Hill Scenic Road signs	2,000
4241	Bridge & Rail Repairs	8,339	Guardrail repairs town wide	4,500 3 yr wgtd avg. (7,005)
4242	Street Lining	60,000	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.	Guardrail repairs town wide 3 yr wgtd avg. (8,960)  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 wgtd avg. (55,477)
4244	Gravel/Crushed Stone	12,000	Maintenance of gravel roads twice yearly, construction projects, and drainage repairs. Construction projects, pipe installations, backfill drain structures (includes sand)	Maintenance of gravel roads twice yearly, construction projects, and drainage repairs. Construction projects, pipe installations, backfill drain structures 3 yr wgtd avg. (13,971)
4245	Bituminous Concrete	26,282	DPW hot top operations to repair sections of roads that require attention on a prioritized yearly basis (Asphalt)	DPW hot top operations to repair sections of roads that require attention on a prioritized yearly basis (Asphalt)
			21,282	3 yr wgtd avg. (21,282)
			Includes add'l sidewalk maintenance	Includes add'l sidewalk maintenance
			5,000	5,000
4246	Sand	-	Construction projects (combine with Gravel)	Construction projects 3 yr wgtd avg. (29)

## 2022 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - STREETS / SHOPS

DEPT # - 50130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4248	Drainage Supplies	23,389	<p>Maintenance and emergency repairs to existing structures. Continue town wide drainage improvements as needed.</p> <p>Supplies required to repair system failures; culvert pipe, pre-cast concrete structures, frames and grates, etc.</p>	<p>Maintenance and emergency repairs to existing structures. Continue town wide drainage improvements as needed.</p> <p>Supplies required to repair system failures; culvert pipe, pre-cast concrete structures, frames and grates, etc.</p> <p>3 yr wgtd avg. (25,214)</p>
4262	Safety	2,396	<p>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.</p> <p>Barricades, flags, lights, vests, ear/eye protection, safety films, cones and barrels for traffic control.</p> <p>Training on Hazmat, confined space entry, trenching, and other job related requirements.</p>	<p>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.</p> <p>Barricades, flags, lights, vests, ear/eye protection, safety films, cones and barrels for traffic control.</p> <p>Training on Hazmat, confined space entry, trenching, and other job related requirements.</p> <p>3 yr wgtd avg. (2,451)</p>
4266	Cold Patch	2,552	Cost of materials to make emergency road repairs	<p>Cost of materials to make emergency road repairs</p> <p>3 yr wgtd avg. (2,552)</p>
4267	Calcium Chloride	3,811	For stabilization and dust control of gravel roads during the summer.	<p>For stabilization and dust control of gravel roads during the summer.</p> <p>3 yr wgtd avg. (4,121)</p>
4400	Contracted Services	91,660	<p>Beaver control where public safety is at risk</p> <p>Town wide sidewalk/island weed control</p>	<p>Beaver control where public safety is at risk</p> <p>Town wide sidewalk/island weed control</p>
			1,000	1,000
			14,280	14,280

## 2022 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - STREETS / SHOPS

DEPT # - 50130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021		
			Annual catch basin cleaning program (no treat/dispose included)	76,380	Annual catch basin cleaning program (no treat/dispose included) 3 yr wgtd avg. (63,027)	62,700
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. 3 yr wgtd avg. (12,195)	6,000
4462	Tree Removal	60,000	Scheduled and emergency removal of trees.	60,000	Scheduled and emergency removal of trees. 3 yr wgtd avg. (43,946)	
					Chain Saws (2) and Pole Saw	1,660
					Boom Flail	36,650

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>MUNICIPAL SERVICES-WINTER WEATHER</b>									
50135 - 4090	REGULAR PAY	6,917	-	15,252		-	-	-	-
50135 - 4092	TEMPORARY PAY	796	5,000	3,599		10,000	10,000	10,000	10,000
50135 - 4098	OVERTIME PAY	24,066	200,000	145,568		200,000	150,000	150,000	150,000
50135 - 4170	RETIREMENT	3,719	25,230	19,704		28,120	21,120	21,120	21,120
50135 - 4172	WORKERS' COMPENSATION	-	8,139	8,139		10,998	10,998	10,998	10,998
50135 - 4174	FICA-SOCIAL SECURITY	2,559	15,683	12,329		16,065	16,065	16,065	16,065
50135 - 4177	UNEMPLOYMENT COMPENSATION	-	14	-		25	25	25	25
50135 - 4400	CONTRACTED SERVICES	92,355	350,000	197,494		400,000	350,000	350,000	350,000
50135 - 4983	WINTER WEATHER OPERATIONS	183,718	245,934	481,717		334,818	241,818	241,818	241,818
SUBTOTAL		314,129	850,000	883,803		1,000,026	800,026	800,026	800,026

## 2022 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - WINTER WEATHER

DEPT # - 50135

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Temporary Pay	10,000	Winter laborers, plow operators, snow shovelers	Winter laborers, plow operators, snow shovelers
4098	Overtime	150,000	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	350,000	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	241,818	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.

\*\*TRANSFERRED FROM STREETS AND SHOPS in 2020

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>MUNICIPAL SERVICES-SOLID WASTE</b>									
50200 - 4090	REGULAR PAY	66,435	62,699	69,363		64,682	64,682	64,682	64,682
50200 - 4098	OVERTIME PAY	15,907	14,500	18,183		14,500	14,500	14,500	14,500
50200 - 4170	RETIREMENT	9,223	9,866	11,129		11,132	11,132	11,132	11,132
50200 - 4171	DISABILITY INSURANCE	579	589	588		647	647	647	647
50200 - 4172	WORKERS' COMPENSATION	2,152	2,729	2,729		3,333	3,333	3,333	3,333
50200 - 4174	FICA-SOCIAL SECURITY	6,278	5,982	6,639		6,057	6,057	6,057	6,057
50200 - 4176	HEALTH INSURANCE	14,786	15,017	15,017		17,195	16,813	16,813	16,813
50200 - 4177	UNEMPLOYMENT COMPENSATION	34	39	34		35	35	35	35
50200 - 4178	LIFE INSURANCE	179	185	185		191	191	191	191
50200 - 4179	DENTAL INSURANCE	512	519	519		519	519	519	519
50200 - 4400	CONTRACTED SERVICES	991,953	848,299	985,966		929,259	929,259	929,259	929,259
50200 - 4406	PRINTING & BINDING	5,075	11,380	4,084		6,760	6,760	6,760	6,760
50200 - 4440	EQUIPMENT RENTAL	-	500	-		500	500	500	500
50200 - 4450	TELEPHONE	381	397	418		397	397	397	397
50200 - 4452	BUILDING MAINTENANCE	9,055	6,487	10,182		7,857	7,857	7,857	7,857

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
50200 - 4459	EQUIPMENT MAINTENANCE	922	1,000	150		6,000	6,000	6,000	6,000
50200 - 4466	PEST CONTROL	1,100	1,248	1,418		1,296	1,296	1,296	1,296
50200 - 4496	ELECTRICITY	2,318	1,882	1,237		1,882	1,882	1,882	1,882
50200 - 4633	HAZARDOUS WASTE COLLECTION	40,487	36,000	263		36,000	36,000	36,000	36,000
50200 - 4648	TESTING	21,301	18,000	16,550		24,000	24,000	24,000	24,000
SUBTOTAL		1,188,676	1,037,318	1,144,654		1,132,242	1,131,860	1,131,860	1,131,860

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE	2022 BUDGETED SALARY
		NET CHANGE	
SOLID WASTE - 50200			
4090	WORKING FOREMAN	0	64,682
		-----	64,682

## 2022 BUDGET WORKSHEET

## DEPT NAME - MUNICIPAL SERVICES - SOLID WASTE

## DEPT # - 50200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4098	Overtime	14,500	Wednesday evenings Saturday replacement due to sick leave, vacation, holidays.	Wednesday evenings Saturday replacement due to sick leave, vacation, holidays. 3 yr wgtd avg. (14,143)
4400	Contracted Services	929,259	Loading, hauling & disposal: (tonnage based on 3 yr wgtd avg tons) Trash \$85/ton (9,253 tons) Recyclables \$38/tons (2,101 tons) Video Devices \$411/ton (56 tons) C&D (offset by permit fee GF 1-3365) Scale certification Brush Grinder Service Oil disposal (discontinue)	Loading, hauling & disposal: (tonnage based on 3 yr wgtd avg tons) Trash \$85/ton (8,200 tons) Recyclables \$38/tons (2,200 tons) Video Devices \$411/ton (59 tons) C&D (offset by permit fee GF 1-3365) Scale certification Brush Grinder Service Oil disposal
4406	Printing & Binding	6,760	Permit stickers 8,500 cnt. C&D tickets 2,000 cnt Scale slips Regulations (hand outs)	Permit stickers 19,000 cnt. C&D tickets 2,000 cnt Scale slips Regulations (hand outs) 3 yr wgtd avg.(7,954)
4440	Equipment Rental	500	Bull dozer, portable scale, etc.	Bull dozer, portable scale, etc. 3 yr wgtd avg. (4,807)
4450	Telephone	397	Telephone line charge.	Telephone line charge.
4452	Building Maintenance	7,857	Paper products, soap Water Scale House Restroom	Paper products, soap Water Toilet rental (2)

## 2022 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - SOLID WASTE

DEPT # - 50200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
			Portable Public Toilet Building repairs Alarm system monitoring	910 4,000 192 Building repairs Alarm system monitoring 3 yr wgtd avg. (4,584) 4,000 192
4459	Equipment Maintenance	6,000	Normal maintenance of loader, scale, oil, filters, etc. Scale repairs Catwalks for scale-in house	1,000 5,000 Normal maintenance of loader, scale, oil, filters, etc. Scale repairs 3 yr wgtd avg. (1,690) 1,000
4466	Pest Control	1,296	Contractual services (108/mo).	1,296 Contractual services (104/mo). 1,248
4496	Electricity	1,882	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. Based on 3 yr wgtd avg plus 3%
4633	Hazardous Waste Collection	36,000	One day collection, in the Fall, of household hazardous waste.	One day collection, in the Fall, of household hazardous waste. 3 yr wgtd avg. (32,073)
4648	Testing	24,000	Post closure groundwater and methane gas sampling and testing costs at the Shannon Rd site. Management/Engineering Testing (gas, groundwater and storm water) 1,4-dioxane includes PFAS Residential	Post closure groundwater and methane gas sampling and testing costs at the Shannon Rd site. Management/Engineering Testing (gas, groundwater and storm water) 1,4-dioxane includes PFAS Residential 9,000 8,000

## 2022 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - SOLID WASTE

DEPT # - 50200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
			Storm water monitoring	1,000

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>MUNICIPAL SERVICES-PARKS/PROPERTY</b>									
50300 - 4090	REGULAR PAY	240,742	271,827	264,773		282,446	282,446	282,446	282,446
50300 - 4092	TEMPORARY PAY	-	12,480	10,240		15,360	15,360	15,360	15,360
50300 - 4098	OVERTIME PAY	32,642	17,000	44,568		25,000	25,000	25,000	25,000
50300 - 4112	STAND BY PAY	1,527	-	7,894		5,500	5,500	5,500	5,500
50300 - 4170	RETIREMENT	31,223	36,436	40,394		44,002	44,002	44,002	44,002
50300 - 4171	DISABILITY INSURANCE	2,289	2,608	2,598		2,900	2,900	2,900	2,900
50300 - 4172	WORKERS' COMPENSATION	11,603	15,789	15,789		14,292	14,292	14,292	14,292
50300 - 4174	FICA-SOCIAL SECURITY	21,212	23,051	24,908		25,116	25,116	25,116	25,116
50300 - 4176	HEALTH INSURANCE	76,167	82,547	87,896		101,181	99,311	99,311	99,311
50300 - 4177	UNEMPLOYMENT COMPENSATION	139	229	193		214	214	214	214
50300 - 4178	LIFE INSURANCE	702	806	798		838	838	838	838
50300 - 4179	DENTAL INSURANCE	3,481	3,771	3,771		3,771	3,771	3,771	3,771
50300 - 4250	MEMORIAL PLANTINGS	2,980	2,443	2,437		2,443	2,443	2,443	2,443
50300 - 4252	GROUNDS MAINTENANCE	6,733	17,150	24,684		20,372	20,372	20,372	20,372
50300 - 4253	PARK IMPROVEMENTS	2,612	3,000	3,974		3,000	3,000	3,000	3,000

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
50300 - 4258	LUMBER & MATERIALS	263	250	530	250	250	250	250	250
50300 - 4262	SAFETY	31	300	61	300	300	300	300	300
50300 - 4400	CONTRACTED SERVICES	6,229	7,362	6,327	7,362	7,362	7,362	7,362	7,362
50300 - 4450	TELEPHONE	1,342	1,508	1,081	1,242	1,242	1,242	1,242	1,242
50300 - 4452	BUILDING MAINTENANCE	15,375	5,116	16,220	5,116	5,116	5,116	5,116	5,116
50300 - 4459	EQUIPMENT MAINTENANCE	-	1,000	2,015	1,000	1,000	1,000	1,000	1,000
50300 - 4465	EXPANSION & DEVELOPMENT	1,775	21,223	25,378	500	500	500	500	500
50300 - 4495	HEAT	5,108	5,129	5,824	5,037	5,037	5,037	5,037	5,037
50300 - 4496	ELECTRICITY	1,800	1,636	2,231	1,636	1,636	1,636	1,636	1,636
50300 - 4497	OTHER UTILITIES	15,740	12,143	6,740	14,044	14,044	14,044	14,044	14,044
50300 - 4607	EQUIPMENT	13,255	12,800	12,800	7,748	7,748	7,748	7,748	7,748
50300 - 4994	SITE REMEDIATION	13,495	13,495	21,230	13,700	13,700	13,700	13,700	13,700
SUBTOTAL		508,470	571,099	635,355	604,370	602,500	602,500	602,500	602,500

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY
PARKS/PROPERTY - 50300			
4090	WORKING FOREMAN (2)	0	127,527
	HEAVY EQUIP. OPERATOR	0	58,213
	LIGHT EQUIP. OPERATOR	0	55,230
	CUSTODIAN	0	41,476
		-----	
			282,446

## 2022 BUDGET WORKSHEET

## DEPT NAME - MUNICIPAL SERVICES - PARKS / PROPERTIES

## DEPT # - 50300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Temporary Pay	15,360	2 employees for 12 weeks @ \$16/hr	2 employees for 12 weeks @ \$13/hr 3 yr wgtd avg. (11,240) 12,480
4098	Overtime	25,000	Burials on weekends or other overtime situations, also emergency response/callouts to public buildings.	Burials on weekends or other overtime situations, also emergency response/callouts to public buildings. 3 yr wgtd avg. (27,107)
4112	Standby	5,500	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	2,443	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). 3 yr wgtd avg. (2,443)
4252	Grounds Maintenance	20,372	Yearly costs to maintain parks and ball fields  Town wide Turf Management Hydro seeding Pine Grove Includes maintenance and repairs of irrigation components.	Yearly costs to maintain parks and ball fields  Town wide Turf Management Hydro seeding Pine Grove Includes maintenance and repairs of irrigation components. 3 yr wgtd avg. (17,142)
4253	Park Improvements	3,000	Plantings, mulch, flags General improvements	Plantings, mulch, flags General improvements 3 yr wgtd avg. (3,686)

## 2022 BUDGET WORKSHEET

## DEPT NAME - MUNICIPAL SERVICES - PARKS / PROPERTIES

## DEPT # - 50300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4258	Lumber & Material	250	Building and remodeling projects, fence repairs, etc.	Building and remodeling projects, fence repairs, etc. 3 yr wgtd avg. (167)
4262	Safety	300	Cones, barricades, safety glasses, vests, ear and eye protection.	Cones, barricades, safety glasses, vests, ear and eye protection. 3 yr wgtd avg. (284)
4400	Contracted Services	7,362	General contractor work and labor as needed.	General contractor work and labor as needed. 3 yr wgtd avg. (9,606)
4450	Telephone	1,242	Telephone line charge 2 lines (Cemetery and Parks Building) Cell phone - Working Foreman (2)	Telephone line charge 2 lines (Cemetery and Parks Building) Cell phone - Working Foreman (2)
4452	Building Maintenance	5,116	Normal building maintenance for Pine Grove Cemetery, parks building, and other properties. HVAC/Burner maint. for two bldgs. Alarm monitoring (2)	Normal building maintenance for Pine Grove Cemetery, parks building, and other properties. HVAC/Burner maint. for two bldgs. Alarm monitoring (2) 3 yr wgtd avg. (4,463)
4459	Equipment Maintenance	1,000	Repairs to equipment that require outside service. Parts for in-house service of lawn mowers, weed wackers and power tools.	Repairs to equipment that require outside service. Parts for in-house service of lawn mowers, weed wackers and power tools. 3 yr wgtd avg. (1,181)
4465	Expansion & Development	500	Blasting in Pine Grove Cemetery	Blasting in Pine Grove Cemetery Fencing 3 yr wgtd avg. (20,062)

## 2022 BUDGET WORKSHEET

## DEPT NAME - MUNICIPAL SERVICES - PARKS / PROPERTIES

## DEPT # - 50300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4495	Heat	5,037	Heating oil for Parks Building 1,297 gals @ \$2.35 Propane for Cemetery Building 900 gal @ \$2.21 (est. conv in 2021)	3,048 1,989
4496	Electricity	1,636	Electricity for Parks and Cemetery Buildings	Based on 3 yr wgted avg plus 3%
4497	Other Utilities	14,044	Parks and Cemetery buildings Septic Pumping (4) Town Water Irrigation: Michelle Park, Pine Grove Cemetery	1,200 12,844
4607	Equipment	7,748	Floor Cleaner Leaf Vacuum (replacement)	4,337 3,411
4994	Site Remediation	13,700	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)	12,800  1,200 10,943 3 yr wgted avg. (12,143)

## 2022 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - PARKS / PROPERTIES

DEPT # - 50300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
			** Does not include unanticipated parts and physical repairs associated with above testing and audit work  Parts and repairs as needed	** Does not include unanticipated parts and physical repairs associated with above testing and audit work  Parts and repairs as needed

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>MUNICIPAL SERVICES-ENGINEERING</b>									
30100 - 4090	REGULAR PAY	270,529	373,662	278,457		385,365	392,591	392,591	392,591
30100 - 4170	RETIREMENT	22,849	37,976	26,190		42,910	43,713	43,713	43,713
30100 - 4171	DISABILITY INSURANCE	2,120	2,890	2,155		3,235	3,272	3,272	3,272
30100 - 4172	WORKERS' COMPENSATION	15,787	20,034	19,837		23,701	24,146	24,146	24,146
30100 - 4174	FICA-SOCIAL SECURITY	20,301	28,584	20,870		29,480	30,035	30,035	30,035
30100 - 4176	HEALTH INSURANCE	69,090	107,977	73,318		121,420	120,053	120,053	120,053
30100 - 4177	UNEMPLOYMENT COMPENSATION	134	156	101		140	140	140	140
30100 - 4178	LIFE INSURANCE	882	1,176	882		1,176	1,176	1,176	1,176
30100 - 4179	DENTAL INSURANCE	2,417	4,908	2,454		3,681	3,681	3,681	3,681
30100 - 4182	CLOTHING ALLOWANCE	600	800	600		800	800	800	800
30100 - 4200	OFFICE SUPPLIES	573	432	70		432	432	432	432
30100 - 4210	OPERATING SUPPLIES	142	119	-		119	119	119	119
30100 - 4237	GAS & OIL	510	416	101		569	569	569	569
30100 - 4402	ENGINEERING SERVICES	19,478	12,000	29,475		15,000	15,000	15,000	15,000
30100 - 4405	MEMBERSHIPS & PUBLICATIONS	504	1,621	846		1,621	1,621	1,621	1,621

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
30100 - 4406	PRINTING & BINDING	-	132	-	132	132	132	132	132
30100 - 4408	VEHICLE EXPENSE	194	208	165	208	208	208	208	208
30100 - 4450	TELEPHONE	306	600	300	600	600	600	600	600
30100 - 4453	MEETINGS & TRAINING	3,455	2,115	3,645	2,115	2,115	2,115	2,115	2,115
30100 - 4458	VEHICLE MAINTENANCE	236	1,000	294	1,000	1,000	1,000	1,000	1,000
30100 - 4600	OFFICE FURNITURE & EQUIP.	10,142	150	2,795	-	-	-	-	-
TOTAL		440,248	596,956	462,553	633,704	641,403	641,403	641,403	641,403

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE	2022 BUDGETED SALARY
		NET CHANGE	
<b>ENGINEERING - 30100</b>			
4090	DEPUTY DIRECTOR MS-ENGINEERING	0	101,395
	SENIOR ENGINEER	0	104,752
	CAPITAL PROJECTS ENGINEER	0	104,752
	PROJECT ENGINEER (30 HOURS)	0	81,692
		-----	
			392,591

## 2022 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - ENGINEERING

DEPT # - 30100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4182	Clothing Allowance	800	Boot allowance per contract (4)	800 Boot allowance per contract (4)
4200	Office Supplies	432	Misc. paper, pens, clips, envelopes, folders, binders, etc	432 Misc. paper, pens, clips, envelopes, folders, binders, etc 3 year weighted average
4210	Operating Supplies	119	Marking Paint, batteries, paint, field equipment	119 Marking Paint, batteries, paint, field equipment 3 year weighted average
4237	Gas & Oil	569	243 gal @ \$2.34/gal - 2 vehicles	569 203 gal @ \$2.05/gal - 2 vehicles 3 year weighted average gal
4402	Engineering Services	15,000	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.	15,000 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.
4405	Memberships & Publications	1,621	NH Public Works Association Annual Group Membership American Society of Civil Engineers Annual Membership (Capital Projects Engineer and Projects Engineer)	100 NH Public Works Association Annual Group Membership 540 American Society of Civil Engineers Annual Membership (Capital Projects Engineer and Projects Engineer)

## 2022 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - ENGINEERING

DEPT # - 30100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021		
			National Society of Professional Engineers Annual Membership (Sr Engineer & Director)	498	National Society of Professional Engineers Annual Membership (Sr Engineer & Director)	498
			NH Professional Engineering License Renewal (Cap. Proj. Eng. & Director)	150	NH Professional Engineering License Renewal (Cap. Proj. Eng. & Director)	150
			AASHTO/ASCE/AutoCAD/ENR Technical Publications	80	AASHTO/ASCE/AutoCAD/ENR Technical Publications	80
			American Public Works Association Annual Membership (Director)	253	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
4453	Meetings & Training	2,115	NHMA Annual Conference (Sr. Engineer & Cap. Proj. Engineer) (2 @ \$ 80) NH Public Works Assoc, UNH Technology Transfer, NH Society of Professional Engineers Trainings (Dir., Sr. Eng., Cap. Proj. Eng., Proj. Eng. – 2 ea) (8 @ \$ 60) American Public Works Association Seminar (Director) – 2 days	160 480 1,475	LGC Annual Conference (Sr. Engineer & Cap. Proj. Engineer) (2 @ \$ 80) NH Public Works Assoc, UNH Technology Transfer, NH Society of Professional Engineers Trainings (Dir., Sr. Eng., Cap. Proj. Eng., Proj. Eng. – 2 ea) (8 @ \$ 60) American Public Works Association Seminar (Director) – 2 days	160 480 1,475

**2022 BUDGET WORKSHEET****DEPT NAME - MUNICIPAL SERVICES - ENGINEERING****DEPT # - 30100**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4458	Vehicle Maintenance	1,000	P100, E1	1,000 P100, E1

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>MUNICIPAL SERVICES-LIGHTING/TRAFFIC</b>									
50400 - 4226	TRAFFIC LIGHT MAINTENANCE	63,058	49,000	67,816	49,000	49,000	49,000	49,000	49,000
50400 - 4400	CONTRACTED SERVICES	34,030	12,750	33,173	12,750	12,750	12,750	12,750	12,750
50400 - 4496	ELECTRICITY	517,019	544,943	561,665	544,943	544,943	544,943	544,943	544,943
TOTAL		614,107	606,693	662,654	606,693	606,693	606,693	606,693	606,693
TOTAL-MUNICIPAL SERVICES		5,832,392	6,320,517	6,220,714	6,811,574	6,610,209	6,610,209	6,610,209	6,610,209

## 2022 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - LIGHTING / TRAFFIC

DEPT # - 50400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4226	Traffic Light/System Maintenance	49,000	Emergency repairs to 30 traffic control systems, 20 flashing lights, 15 school zone lights, and 1 cross walk light Repairs to the Opticom ITS/ATMS maintenance	Emergency repairs to 30 traffic control systems, 20 flashing lights, 15 school zone lights, and 1 cross walk light Repairs to the Opticom ITS/ATMS maintenance 3 yr avg. (50,064)
4400	Contracted Services	12,750	ITS/ATMS Monitoring	ITS/ATMS Monitoring
4496	Electricity	544,943	2,564 street lights. 30 traffic control systems, 10 flashing lights, 8 school zone lights and 1 cross walk light. Electricity Streetlight changeovers	2,564 street lights. 30 traffic control systems, 10 flashing lights, 8 school zone lights and 1 cross walk light. Total based on 3 yr wgtd avg plus 3% Electricity Streetlight changeovers

DEPT.	2020 EXPENDED	2022 BUDGET			2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
		2021 BUDGET	2021 EXPENDED (PRE-AUDIT)	2022 BUDGET			
<b><i>HUMAN SERVICES SUMMARY</i></b>							
ADMINISTRATION	122,720	132,749	128,451	134,308	134,308	134,308	134,308
DIRECT ASSISTANCE	1,230	34,900	1,924	34,900	34,900	34,900	34,900
OUTSIDE HUMAN SERVICES	88,500	113,500	105,750	105,500	105,500	105,500	105,500
<b>TOTAL - HUMAN SERVICES</b>	<b>212,450</b>	<b>281,149</b>	<b>236,125</b>	<b>274,708</b>	<b>274,708</b>	<b>274,708</b>	<b>274,708</b>

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>HUMAN SERVICES - ADMINISTRATION</b>									
60100 - 4090	REGULAR PAY	80,647	82,700	82,712		82,641	84,191	84,191	84,191
60100 - 4092	TEMPORARY PAY	-	3,950	-		-	-	-	-
60100 - 4170	RETIREMENT	9,008	10,433	10,525		11,620	11,838	11,838	11,838
60100 - 4171	DISABILITY INSURANCE	672	676	676		739	747	747	747
60100 - 4172	WORKERS' COMPENSATION	156	199	197		207	211	211	211
60100 - 4174	FICA-SOCIAL SECURITY	5,959	6,629	6,163		6,322	6,441	6,441	6,441
60100 - 4176	HEALTH INSURANCE	25,070	26,636	26,636		29,955	29,371	29,371	29,371
60100 - 4177	UNEMPLOYMENT COMPENSATION	34	50	34		33	33	33	33
60100 - 4178	LIFE INSURANCE	294	294	294		294	294	294	294
60100 - 4179	DENTAL INSURANCE	839	852	852		852	852	852	852
60100 - 4200	OFFICE SUPPLIES	41	200	313		200	200	200	200
60100 - 4453	MEETINGS & TRAINING	-	130	50		130	130	130	130
SUBTOTAL		122,720	132,749	128,451		132,993	134,308	134,308	134,308

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY
HUMAN SERVICES ADMINISTRATION - 60100			
4090	HUMAN SERVICES DIRECTOR	0	84,191
		-----	84,191

## 2022 BUDGET WORKSHEET

DEPT NAME - HUMAN SERVICES - ADMINISTRATION

DEPT # - 60100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4200	Office Supplies	200	Paper, pens, tape, file folders, misc supplies. Copier expenses.	Copier paper, pens, tape, file folders, misc supplies. Copier expenses.
4453	Meetings & Training	130	NH Local Welfare Admin. Dues NH Welfare Admin Conf. Workshops: Domestic Violence, Child Abuse and Neglect, Legal Assistance Workshop on low income issues, etc.	NH Local Welfare Admin. Dues 50 NH Welfare Admin Conf. 40 Workshops: Domestic Violence, Child Abuse and Neglect, Legal Assistance 40 Workshop on low income issues, etc.

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>DIRECT ASSISTANCE</b>									
60110 - 4433	OTHER ASSISTANCE	115	7,500	1,249		7,500	7,500	7,500	7,500
60110 - 4434	MEDICAL	-	400	-		400	400	400	400
60110 - 4437	FOOD	135	4,000	-		4,000	4,000	4,000	4,000
60110 - 4438	RENT	980	18,000	675		18,000	18,000	18,000	18,000
60110 - 4439	UTILITIES	-	5,000	-		5,000	5,000	5,000	5,000
SUBTOTAL		1,230	34,900	1,924		34,900	34,900	34,900	34,900

## 2022 BUDGET WORKSHEET

DEPT NAME - HUMAN SERVICES - DIRECT ASSISTANCE

DEPT # - 60110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
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. Rent costs are at a record high in Southern New Hampshire.
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.

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>OUTSIDE HUMAN SERVICES</b>									
60200 - 4814	BOYS & GIRLS CLUB	15,500	15,500	15,500		15,500	15,500	15,500	15,500
60200 - 4856	BRIDGES	500	1,000	1,000		1,000	1,000	1,000	1,000
60200 - 4894	CART	35,250	47,000	47,000		47,000	47,000	47,000	47,000
60200 - 4906	SALEM FAMILY RESOURCE CENTER	5,250	7,000	-		-	-	-	-
60200 - 4920	SOUTHERN NH SERVICES (ROCK COM	-	10,000	10,000		10,000	10,000	10,000	10,000
60200 - 4923	HAVEN (was A SAFE PLACE)	-	1,000	250		-	-	-	-
60200 - 4926	GREATER SALEM CAREGIVERS	17,000	17,000	17,000		17,000	17,000	17,000	17,000
60200 - 4937	ROCKINGHAM NTR, MEALS ON WHEEL	15,000	15,000	15,000		15,000	15,000	15,000	15,000
SUBTOTAL		88,500	113,500	105,750		105,500	105,500	105,500	105,500
TOTAL-HUMAN SERVICES		212,450	281,149	236,125		273,393	274,708	274,708	274,708

## 2022 BUDGET WORKSHEET

DEPT NAME - HUMAN SERVICES - OUTSIDE HUMAN SERVICES

DEPT # - 60200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4814	Boys & Girls Club	15,500	Misson: "To inspire and enable all young people, especially those who need us the most, to realize their full potential as productive, caring citizens." In 2020, <b>606 children were granted \$132,660 In-House Financial Aid.</b>	Misson: "To inspire and enable all young people, especially those who need us the most, to realize their full potential as productive, caring citizens." In 2019, <b>859 children were granted \$260,925 In-House Financial Aid.</b>
4856	Bridges	1,000	Mission: "To cultivate communities free from violence as we support victims and survivors of sexual assault, domestic violence and stalking." 11 residents were served at a value of \$3,078.	Mission: "To cultivate communities free from violence as we support victims and survivors of sexual assault, domestic violence and stalking." 65 residents were served at a value of \$6,433.
4894	CART	47,000	Misson: "To provide public transit services." The majority of riders are seniors, disabled and low income residents. In 2020, 4040 trips were provided and they waived their fees due to safety concerns.	Misson: "To provide public transit services." The majority of riders are seniors, disabled and low income residents. In 2019, 6,686 trips provided, increase of 1,078. During COVID pandemic, CART continued to provide essential trasportation.
4906	Salem Family Resources		Salem Family Resources is not requesting funding for 2022	Mission: "Provides support and programs to help families and educators to meet the needs of young children." Average 20 groups/quarter
4920	Southern NH Services (was Rock Cty Cmmty	10,000	Mission: "To prevent, reduce and work towards the elimination of poverty." In 2020 329 homes given \$323,513 for fuel, 209 food pantries, 646 with electric help. Total aided \$470,374. Emergency Rental aid given was \$373,00 to Salem families.	Mission: "To prevent, reduce and work towards the elimination of poverty." 772 homes aided with \$345,569 fuel, 630 food pantries, electric discounts 373 families. Total aided \$529,715.

## 2022 BUDGET WORKSHEET

DEPT NAME - HUMAN SERVICES - OUTSIDE HUMAN SERVICES

DEPT # - 60200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4923	HAVEN (was A Safe Place)		Haven has not submitted a funding request for 2022	Mission: "To prevent sexual and domestic assault and help victims rebuild their lives." In 2019 their report states 154 Salem residents were served at a value \$29,250.
4926	Greater Salem Caregivers	17,000	Mission: "To provide supplemental assistance to adults who are home bound." 177 residents aided with rides, shopping, and wellness checks.	Mission: "To provide supplemental assistance to adults who are home bound." 219 residents were aided at a value \$52,802.
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." In 2020, <b>34,515 meals were delivered, 1205 group meals provided at a total value of \$303,260.</b>	Mission: "To provide nutritious meals, safety and support to residents to maintain their health, well-being and independence." 328 different seniors were aided. In 2019, <b>31,996 meals. Home delivered valued at \$9.75, group meal is \$8.50.</b>

DEPT.	2020 EXPENDED	2022 BUDGET			2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
		2021 BUDGET	2021 EXPENDED (PRE-AUDIT)	2022 BUDGET			
<b>COMMUNITY SERVICES SUMMARY</b>							
ADMINISTRATION	506,109	602,061	452,243	636,660	636,660	636,660	636,660
INGRAM SENIOR CENTER	45,222	42,616	57,340	50,763	50,763	50,763	50,763
FACILITIES	2,740	6,226	5,096	9,876	19,876	19,876	19,876
<b>TOTAL - COMMUNITY SERVICE</b>	<b>554,071</b>	<b>650,903</b>	<b>514,679</b>	<b>697,299</b>	<b>707,299</b>	<b>707,299</b>	<b>707,299</b>

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>COMMUNITY SERVICES-ADMINISTRATION</b>									
60400 - 4090	REGULAR PAY	272,736	310,322	230,278		293,544	303,934	303,934	303,934
60400 - 4092	TEMPORARY PAY	41,431	70,760	52,131		70,731	71,358	71,358	71,358
60400 - 4098	OVERTIME PAY	-	300	1,095		300	300	300	300
60400 - 4170	RETIREMENT	30,703	39,148	29,776		41,274	42,734	42,734	42,734
60400 - 4171	DISABILITY INSURANCE	2,654	2,805	2,172		2,932	3,020	3,020	3,020
60400 - 4172	WORKERS' COMPENSATION	8,088	8,908	8,844		7,379	7,470	7,470	7,470
60400 - 4174	FICA-SOCIAL SECURITY	23,655	29,177	22,149		27,890	28,734	28,734	28,734
60400 - 4176	HEALTH INSURANCE	111,772	117,686	78,025		146,823	143,895	143,895	143,895
60400 - 4177	UNEMPLOYMENT COMPENSATION	202	311	257		281	281	281	281
60400 - 4178	LIFE INSURANCE	802	842	601		833	852	852	852
60400 - 4179	DENTAL INSURANCE	3,772	3,908	2,723		4,658	4,658	4,658	4,658
60400 - 4182	CLOTHING ALLOWANCE	523	502	573		502	502	502	502
60400 - 4200	OFFICE SUPPLIES	478	900	568		900	900	900	900
60400 - 4210	OPERATING SUPPLIES	3,757	3,907	5,581		10,787	10,787	10,787	10,787
60400 - 4237	GAS & OIL	302	400	409		400	400	400	400

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
60400 - 4400	CONTRACTED SERVICES	64	5,000	12,580		7,500	7,500	7,500	7,500
60400 - 4405	MEMBERSHIPS & PUBLICATIONS	145	440	320		450	450	450	450
60400 - 4406	PRINTING & BINDING	1,055	1,500	-		1,000	1,000	1,000	1,000
60400 - 4408	VEHICLE EXPENSE	804	450	505		500	500	500	500
60400 - 4410	ADVERTISING	-	500	-		500	500	500	500
60400 - 4450	TELEPHONE	1,162	1,194	1,195		1,524	1,524	1,524	1,524
60400 - 4453	MEETINGS/TRAINING	-	780	70		3,040	3,040	3,040	3,040
60400 - 4458	VEHICLE MAINTENANCE	98	500	145		500	500	500	500
60400 - 4459	EQUIPMENT MAINTENANCE	1,906	1,821	2,245		1,821	1,821	1,821	1,821
SUBTOTAL		506,109	602,061	452,243		626,069	636,660	636,660	636,660

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY
COMMUNITY SERVICES ADMINISTRATION - 60400			
4090	COMMUNITY SERVICES DIRECTOR	0	85,499
	SENIOR CENTER COORDINATOR (2)	0	120,808
	COMMUNITY SERVICES CLERK	0	48,470
	CUSTODIAN	0	49,157
		-----	
			303,934

## 2022 BUDGET WORKSHEET

DEPT NAME - COMMUNITY SERVICES - ADMINISTRATION

DEPT # - 60400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Temporary Pay	71,358	Recreation Coordinator Beach Staff	43,358 28,000
4098	Overtime	300	Overtime as needed for Summer help	Overtime as needed for Summer help
4182	Clothing Allowance	502	Custodian/AFSCME contract Boot Allowance Uniform Service	250 252
4200	Office Supplies	900	Miscellaneous office supplies Pens, pencils, adding machine tape, paper, masking tape, poster board, small staples, markers, clip boards, laminating, and calendars.	900 Pens, pencils, adding machine tape, paper, masking tape, poster board, small staples, markers, clip boards, laminating, and calendars.
4210	Operating Supplies	10,787	ASCAP (license to play music) Activities, programs and volunteer supplies, coffee, etc, >COA/donations Fishing Derby: Fish, ribbons, trophies, prizes (Funds are in addition to annual donation of 1,000 from Salem Rotary for Fish) Staff T-Shirts Equipment: Life guard saving devices, first aid supplies, ice packs Halloween Party: Candy, prizes, games, entertainment MySeniorCenter Software - annual Volunteer appreciation lunch (150 volunteers)	357 1,250 1,250 1,250 300 500 500 1,500 1,500 1,900 4,500

## 2022 BUDGET WORKSHEET

DEPT NAME - COMMUNITY SERVICES - ADMINISTRATION

DEPT # - 60400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4237	Gas & Oil	400	Touch screen styluses Gas & Oil	480 400 Gas & Oil 400
4400	Contracted Services	7,500	Portable toilets: 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)	7,500 5,000 Portable toilets: 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) US Tennis Association National Rec & Park Assoc New England Park Association NH Assoc. of Senior Centers	150 140 65 170 25 40 US Tennis Association 65 National Rec & Park Assoc 170 New England Park Association 25 NH Assoc. of Senior Centers 40
4406	Printing & Binding	1,000	Printing Brochures: Flyers (4 per year)	350 1,150 Printing Brochures: Summer 13,350 copies Flyers (3 per year)
4408	Vehicle expense	500	Mileage reimbursement @ .56 Includes Custodian, Director, and Program Coordinator	450 450 Mileage reimbursement @ .58 Includes Custodian, Director, and Program Coordinator
4410	Advertising	500	Summer Jobs Advertise through indeed. No newspaper advertisement.	500 500 Summer Jobs Advertise through indeed. No newspaper advertisement.

## 2022 BUDGET WORKSHEET

DEPT NAME - COMMUNITY SERVICES - ADMINISTRATION

DEPT # - 60400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4450	Telephone	1,524	Telephone Service: Hedgehog Park and Community Services Office Cell phone service for Director	Telephone Service: Hedgehog Park and Community Services Office 1,104 420
4453	Meetings/Training	3,040	NH Assoc. of Senior Centers NRPA Conference (reg. fee, hotel, flights, meal plan) Seminars Training for Summer Staff Certification for Staff (CPRP)	NH Assoc. of Senior Centers Conference (Sept) 140 1,800 400 200 500
4458	Vehicle Maintenance	500	Repairs and maintenance to van	Repairs and maintenance to van 500
4459	Equipment Maintenance	1,821	Annual Piano Tuning (2) Copier Maintenance & Overages (Leased copier in 2017)	Annual Piano Tuning (2) Copier Maintenance & Overages 180 1,641 (Leased new copier in 2017)

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>COMMUNITY SERVICES-INGRAM SENIOR CENTER</b>									
60430 - 4201	MAINTENANCE SUPPLIES	3,555	2,318	3,539		2,700	2,700	2,700	2,700
60430 - 4401	CLEANING SERVICES	-	-	3,539		-	-	-	-
60430 - 4452	BUILDING MAINTENANCE	16,915	12,805	23,987		18,000	18,000	18,000	18,000
60430 - 4457	GROUNDS MAINTENANCE	758	680	272		1,300	1,300	1,300	1,300
60430 - 4495	HEAT	9,310	9,179	10,768		11,129	11,129	11,129	11,129
60430 - 4496	ELECTRICITY	13,584	16,133	14,399		16,133	16,133	16,133	16,133
60430 - 4497	OTHER UTILITIES	1,101	1,501	837		1,501	1,501	1,501	1,501
SUBTOTAL		45,222	42,616	57,340		50,763	50,763	50,763	50,763

## 2022 BUDGET WORKSHEET

DEPT NAME - COMMUNITY SERVICES - INGRAM SENIOR CENTER

DEPT # - 60430

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
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. (3 yr wgtd avg =3,333)
4452	Building Maintenance	18,000	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 Extinguishers/sprinklers Fire suppression inspections (required for hood over kitchen stove) Kitchen equip maint/repairs 250 Parking lot lights/bulbs 250 Generator Maintenance 500 Building pressure washing 500 Fire system/Burglar alarm repairs 510	Pest Control (do own-supplies) 150 Alarm annual monitoring service 192 HVAC annual maintenance 4,608 HVAC repairs 3,000 Elevator annual maintenance 1,280 Elevator annual Insp.(East Coast) 150 Elevator annual State test 50 Painting 250 Misc. building repairs, supplies 500 Fire Alarm annual inspection 1,200 Extinguishers/sprinklers Fire suppression inspections (required for hood over kitchen stove) Kitchen equip maint/repairs 250 Parking lot lights/bulbs 250 Generator Maintenance 425 Fire system/Burglar alarm repairs 500
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 (tuneups for lawn mower and snow) 600	Fertilizer, lawn supplies, mulch, ice melt, parking lot paint 500 Sprinkler system fall drain, spring open 180 Maintenance of grounds equipment

## 2022 BUDGET WORKSHEET

DEPT NAME - COMMUNITY SERVICES - INGRAM SENIOR CENTER

DEPT # - 60430

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4495	Heat	11,129	8,123 therms at \$1.37/therm natural gas	8,123 therms at \$1.34/therm natural gas (3 yr weighted avg)
4496	Electricity	16,133	Level funded	Based on 3 yr wgtd avg plus 3%
4497	Other Utilities	1,501	Water, sewer, back-flow inspection Level funded	Water, sewer, back-flow inspection (3 yr weighted avg) 1,501

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>COMMUNITY SERVICES-RECREATIONAL FACILITIES</b>									
60450 - 4452	BUILDING MAINTENANCE	1,062	4,050	3,514		7,700	7,700	17,700	17,700
60450 - 4496	ELECTRICITY	1,279	1,376	1,583		1,376	1,376	1,376	1,376
60450 - 4497	OTHER UTILITIES	400	800	-		800	800	800	800
SUBTOTAL		2,740	6,226	5,096		9,876	9,876	19,876	19,876
TOTAL-COMMUNITY SERVICES		554,071	650,903	514,679		686,708	697,299	707,299	707,299

## 2022 BUDGET WORKSHEET

## DEPT NAME - COMMUNITY SERVICES - RECREATIONAL FACILITIES

## DEPT # - 60450

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4452	Building Maintenance	17,700	Supplies for Hedgehog Park (maintenance, sanitary supplies, repairs, etc.) Hedgehog Park/Beach: -Signs-Rules & Regulations -Sand -Picnic Tables -Ramp Repair  Tennis net Skate park	Supplies for Hedgehog Park (maintenance, sanitary supplies, repairs, etc.) Hedgehog Park/Beach: -Signs-Rules & Regulations -Sand -Picnic Tables -Ramp Repair  Tennis net Skate park
4496	Electricity	1,376	Hedgehog Park & Millville, and Palmer Field	Hedgehog Park & Millville, and Palmer Field Based on 3 yr wgted avg plus 3%
4497	Other Utilities	800	Pump Holding Tank at Hedgehog Park & Michele Park (done in the Fall)	Pump Holding Tank at Hedgehog Park & Michele Park (done in the Fall)

DEPT.	2020 EXPENDED	2022 BUDGET			2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
		2021 BUDGET	2021 EXPENDED (PRE-AUDIT)	2022 BUDGET			
<b><i>LIBRARY SUMMARY</i></b>							
ADMINISTRATION	1,290,588	1,527,751	1,316,325	1,560,262	1,560,262	1,560,262	1,560,262
BUILDING	88,326	84,197	86,394	81,901	81,901	81,901	81,901
<b>TOTAL - LIBRARY</b>	<b>1,378,914</b>	<b>1,611,948</b>	<b>1,402,719</b>	<b>1,642,163</b>	<b>1,642,163</b>	<b>1,642,163</b>	<b>1,642,163</b>

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>LIBRARY-ADMINISTRATION</b>									
70100 - 4090	REGULAR PAY	582,989	713,646	593,166		719,476	732,990	732,990	732,990
70100 - 4092	TEMPORARY PAY	116,492	126,012	122,451		138,629	141,234	141,234	141,234
70100 - 4109	EMPLOYEE RETIREMENT BEN.	24,545	-	-		-	-	-	-
70100 - 4114	ANNUAL SICK LEAVE BUY-BACK	5,974	7,547	5,228		4,034	4,034	4,034	4,034
70100 - 4170	RETIREMENT	66,191	90,880	77,928		101,724	103,622	103,622	103,622
70100 - 4171	DISABILITY INSURANCE	5,564	6,615	5,868		7,211	7,328	7,328	7,328
70100 - 4172	WORKERS' COMPENSATION	2,538	3,341	3,341		3,563	3,602	3,602	3,602
70100 - 4174	FICA-SOCIAL SECURITY	55,095	64,812	54,806		65,955	67,185	67,185	67,185
70100 - 4176	HEALTH INSURANCE	190,167	248,868	191,174		231,469	226,991	226,991	226,991
70100 - 4177	UNEMPLOYMENT COMPENSATION	676	851	590		804	804	804	804
70100 - 4178	LIFE INSURANCE	1,445	1,730	1,534		1,737	1,737	1,737	1,737
70100 - 4179	DENTAL INSURANCE	7,795	10,240	8,290		8,906	8,906	8,906	8,906
70100 - 4200	OFFICE SUPPLIES	931	1,000	1,109		1,000	1,000	1,000	1,000
70100 - 4210	OPERATING SUPPLIES	16,878	12,750	14,169		11,250	11,250	11,250	11,250
70100 - 4223	ACADEMIC REIMBURSEMENT	-	750	750		-	-	-	-

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021		2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)				
70100 - 4257	MATERIALS OF TRADE	134,258	152,290	143,593	158,290	158,290	158,290	158,290
70100 - 4400	CONTRACTED SERVICES	62,080	63,625	64,984	66,039	66,039	66,039	66,039
70100 - 4404	AUDIT	730	730	730	730	730	730	730
70100 - 4405	MEMBERSHIPS & PUBLICATIONS	35	35	35	35	35	35	35
70100 - 4406	PRINTING & BINDING	33	250	-	250	250	250	250
70100 - 4408	VEHICLE EXPENSE	235	269	227	269	269	269	269
70100 - 4450	TELEPHONE	3,549	3,624	3,870	3,624	3,624	3,624	3,624
70100 - 4451	POSTAGE	502	628	1,102	628	628	628	628
70100 - 4453	MEETINGS & TRAINING	679	755	962	954	954	954	954
70100 - 4459	EQUIPMENT MAINTENANCE	-	250	-	250	250	250	250
70100 - 4600	OFFICE FURNITURE & EQUIP.	5,930	7,453	6,368	7,453	7,453	7,453	7,453
70100 - 4608	PUBLIC FURNITURE & EQUIP.	309	1,800	6,621	4,057	4,057	4,057	4,057
70100 - 4885	PROGRAMMING	4,967	7,000	7,429	7,000	7,000	7,000	7,000
SUBTOTAL		1,290,588	1,527,751	1,316,325	1,545,337	1,560,262	1,560,262	1,560,262

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE	2022 BUDGETED SALARY
		NET CHANGE	
LIBRARY ADMINISTRATION - 70100			
4090	DIRECTOR	0	98,497
	ASST. DIRECTOR	0	73,318
	HEAD OF INFORMATION SERVICES	0	65,949
	SUPPLY CHAIN MANAGER	0	53,664
	HEAD OF USER SERVICES	0	59,861
	ASST YOUTH SERVICES LIBRARIAN (2)	0	101,347
	TECH SRVS LIBRARIAN	0	57,737
	LIBRARY ASST.-CIRCULATION (4)	0	170,110
	SENIOR CUSTODIAN	0	52,507
		-----	
			732,990

## 2022 BUDGET WORKSHEET

DEPT NAME - LIBRARY - ADMINISTRATION

DEPT # - 70100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Temporary Pay	141,234	Page (1) Multifunctional P/T (7) Library Assistants (2) Reference technician (1) P/T Cleaner (1) same staff, new higher wages	Page (1) Multifunctional P/T (7) Library Assistants (2) Reference technician (1) Cleaner (1) Additional p/t position - custodian (1)
4114	Annual Sick Leave Buy Back	4,034	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	11,250	Library supplies such as barcodes, date due cards, plastic albums to circulate media. PPE for public and staff no longer purchased in great quantity	Library supplies such as barcodes, date due cards, plastic albums to circulate media. \$1,500 increase due to PPE (masks, sanitizer, gloves) for public and staff
4223	Academic Reimbursement	-		A Staff Member is pursuing her masters degree in Library and Information Science. Providing funds for her study will result in many benefits for the library and community.
4257	Materials of Trade	158,290	Collections of print & non-print materials. Increase for ebooks & eAudio due to higher demand. \$1,785 worth of materials will be offset by restricted trusts, following the restrictions of the trusts.	Collections of print & non-print materials. \$1,575 worth of materials will be offset by restricted trusts, following the restrictions of the trusts.

## 2022 BUDGET WORKSHEET

DEPT NAME - LIBRARY - ADMINISTRATION

DEPT # - 70100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
			Pursuant to RSA, these expenditures must be included in the operating budget.	Pursuant to RSA, these expenditures must be included in the operating budget.
4400 Contracted Services		66,039	1) GMILCS annual membership 2) IT Independent contract 3) Internet provider, webpage and email 4) Event calendar 5) Stationary IP address 6) Copier rental 7) Constant Contact/Wowbrary 8) Time Management public PCs 9) Scheduling software 10) Virus protection - PCs/firewall 11) Misc licenses 12) Princh  Princh - New wireless printing service	1) GMILCS annual membership 2) IT Independent contract 3) Internet provider, webpage and email 4) Event calendar 5) Stationary IP address 6) Copier rental 7) Constant Contact/Wowbrary 8) Time Management public PCs 9) Scheduling software 10) Virus protection - PCs/firewall 11) Misc licenses
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		269	Mileage reimbursements for library personnel, calculated at current rate of \$.56 per mile.  Components are:	Mileage reimbursements for library personnel, calculated at current rate of \$.575 per mile.  Components are:

## 2022 BUDGET WORKSHEET

DEPT NAME - LIBRARY - ADMINISTRATION

DEPT # - 70100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
			1) Custodian/Courier 2) GMILCS meetings and training	194 75
4450 Telephone		3,624	Three voice lines and one fax line from Earthlink.	Three voice lines and one fax line from Earthlink.
4451 Postage		628	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		954	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) 2) 1 Task chair 3) 2 Barcode scanners 4) Replacement parts 5) Replacement Receipt printers	6,503 250 200 200 300
			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.	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.

## 2022 BUDGET WORKSHEET

DEPT NAME - LIBRARY - ADMINISTRATION

DEPT # - 70100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021						
4608	Public Furniture & Equipment	4,057	<p>Replacement parts (wireless cards, modems, surge protectors, mice, monitors, etc.) are needed each year as parts fail.</p> <p>This line supports the needs of the modern library user, emphasizing digital services and support. The contents of this line include:</p> <table> <tr> <td>1) 6 child height shelving units</td> <td>2,257</td> </tr> <tr> <td>2) 2 large screen laptops</td> <td>1,800</td> </tr> </table>	1) 6 child height shelving units	2,257	2) 2 large screen laptops	1,800	<p>Replacement parts (wireless cards, modems, surge protectors, mice, monitors, etc.) are needed each year as parts fail.</p> <p>This line supports the needs of the modern library user, emphasizing digital services and support. The contents of this line include:</p> <table> <tr> <td>1) 2 large screen laptops</td> <td>1,800</td> </tr> </table>	1) 2 large screen laptops	1,800
1) 6 child height shelving units	2,257									
2) 2 large screen laptops	1,800									
1) 2 large screen laptops	1,800									
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. Additional F&amp;C funds have been added to offset the increase to this line.</p> <p>The income currently comes from : vending machine, copiers, printers, sale of non-resident cards, book sales, and miscellaneous charges.</p>						

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>BUILDING</b>									
70110 - 4201	MAINTENANCE SUPPLIES	5,493	5,327	5,886	4,627	4,627	4,627	4,627	4,627
70110 - 4452	BUILDING MAINTENANCE	23,080	22,959	23,443	22,308	22,308	22,308	22,308	22,308
70110 - 4469	BUILDING IMPROVEMENTS	15,590	7,416	8,536	5,213	5,213	5,213	5,213	5,213
70110 - 4470	GENERAL LIABILITY	4,968	5,504	5,840	6,760	6,760	6,760	6,760	6,760
70110 - 4491	PROPERTY INSURANCE	5,208	5,906	5,762	6,195	6,195	6,195	6,195	6,195
70110 - 4495	HEAT	12,920	13,795	12,459	13,508	13,508	13,508	13,508	13,508
70110 - 4496	ELECTRICITY	20,458	22,080	23,695	22,080	22,080	22,080	22,080	22,080
70110 - 4497	OTHER UTILITIES	609	1,210	774	1,210	1,210	1,210	1,210	1,210
SUBTOTAL		88,326	84,197	86,394	81,901	81,901	81,901	81,901	81,901
TOTAL-LIBRARY		1,378,914	1,611,948	1,402,719	1,627,238	1,642,163	1,642,163	1,642,163	1,642,163

## 2022 BUDGET WORKSHEET

DEPT NAME - LIBRARY - BUILDING

DEPT # - 70110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4201	Maintenance Supplies	4,627	Basic janitorial supplies such as cleaning supplies, toilet paper & paper towels for bathrooms, etc. Increase due to additional supplies for Coronavirus	Basic janitorial supplies such as cleaning supplies, toilet paper & paper towels for bathrooms, etc. Increase due to additional supplies for Coronavirus
4452	Building Maintenance	22,308	1) HVAC contract 5,523 2) Fire and Security 914 3) Elevator contract 779 4) General repairs and maint. 15,092  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 5,523 2) Fire and Security 914 3) Elevator contract 1,723 4) General repairs and maint. 14,799  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	5,213	1) Lighting improvements 3,218 2) Replace drinking fountain in Children's room 1,995	1) Continue replacement of original fixtures and plumbing in public 5,405 2) Replace drinking fountain in lobby 2,011
4470	General Liability	6,760	Liability Coverage as part of the Town policy	Liability Coverage as part of the Town policy
4491	Property Insurance	6,195	Property Coverage as part of the Town policy	Property Coverage as part of the Town policy
4495	Heat	13,508	Heating oil. Based on 3 year weighted average of oil used, with the estimated cost per gallon of \$2.35	Heating oil. Based on 3 year weighted average of oil used, with the estimated cost per gallon of \$2.40
4496	Electricity	22,080	Electricity for the Kelley Library-Level Funded	Based on 3 yr wgtd avg plus 3%
4497	Other Utilities	1,210	Town water and sewer-Level funded	Town water and sewer based on 3 year weighted average of usage.

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>COMMUNITY CONTRIBUTIONS</b>									
70200 - 4913	SALEM VETERANS' ASSOCIATION	5,000		5,000	5,000	5,000	5,000	5,000	5,000
70200 - 4915	INDEPENDENCE DAY	-		18,250	6,420	7,600	7,600	7,600	7,600
TOTAL		5,000		23,250	11,420	12,600	12,600	12,600	12,600

## 2022 BUDGET WORKSHEET

## DEPT NAME - COMMUNITY CONTRIBUTIONS

## DEPT # - 70200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4913	Salem Veterans' Association	5,000	Salem Veterans' Association annual programs Engraving of additional names	Salem Veterans' Association annual programs Engraving of additional names
4915	Independence Day	7,600	Fireworks display Police Detail Fire Detail Entertainment Dunk Booth	Fireworks display Police Detail Fire Detail Entertainment Dunk Booth
			-	10,000
			6,500	6,500
			1,100	1,100
			-	350
			-	300

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>CAPITAL IMPROVEMENTS</b>									
80100 - 4402	ENGINEERING SERVICES	83,500	85,000	107,418	710,000	685,000	685,000	685,000	685,000
80100 - 4469	BUILDING IMPROVEMENTS	-	125,000	96,732	516,206	516,206	516,206	516,206	516,206
80100 - 4601	POLICE EQUIPMENT	-	-	-	177,516	177,516	177,516	177,516	177,516
80100 - 4602	FIRE EQUIPMENT	76,878	310,000	301,878	262,651	262,651	262,651	262,651	262,651
80100 - 4616	COMMUNICATIONS EQUIPMENT	480,000	-	480,000	-	-	-	-	-
80100 - 4629	BRIDGE ENGINEERING	149,472	-	130,755	-	-	-	-	-
80100 - 4703	POLICE FACILITIES	-	-	-	500,964	-	-	-	-
80100 - 4719	LEASE/PURCHASE	697,027	404,699	404,699	479,178	479,178	479,178	479,178	479,178
80100 - 4724	POLICE-VEHICLES	47,814	-	-	754,277	-	-	-	-
80100 - 4727	FIRE DEPARTMENT VEHICLES	-	-	-	469,820	-	-	-	-
80100 - 4729	MS-EQUIPMENT REPLACEMENT	250,583	-	-	706,892	-	-	-	-
80100 - 4823	FIRE FACILITIES	-	-	-	119,287	119,287	119,287	119,287	119,287
80100 - 4896	PC TECHNOLOGY UPGRADE	95,837	85,000	67,238	85,000	85,000	85,000	85,000	85,000
80100 - 4932	TOWN WIDE REVALUATION	-	275,000	149,100	-	-	-	-	-
80100 - 4949	CEMETERY EXPANSION/DEVELOPMEN	-	65,000	69,576	-	-	-	-	-

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)					
TOTAL		1,881,112	1,349,699	1,807,396		4,781,791	2,324,838	2,324,838	2,324,838

## 2022 BUDGET WORKSHEET

## DEPT NAME - CAPITAL

## DEPT # - 80100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021		
4402	Engineering Services	685,000	MS4 Compliance- (Total cost of 250,000, less grant of 75,000) Ring Road Design (offset by Impact fees of 510,000)	175,000 510,000	MS4 (Stormwater): Stormwater Management Plan Update, Preparation of Year 3 MS4 Annual Report, Illicit Discharge Detection & Elimination (IDDE) Investigations, Municipal Employee Training, Inspection of Structural BMPs, and Preparation/Update of MS4 Cost Compliance Spreadsheets through Year 8 to provide a 5-year outlook.	85,000
4469	Building Improvements	516,206	Old Town Hall (Total cost of 232,412, less grant of 116,206) Town hall upgrades	116,206 400,000	Town buildings facility study and master plan	125,000
4601	Police Equipment	177,516	Body cameras (40% of cost, 1 of 5 yrs) (Total YR 1 cost 177,516, less grant of 71,000)	177,516		
4602	Fire Equipment	262,651	Cardiac Care Equipment Portable Radios	143,951 118,700	Radio Box Fire Alarm Receiver Equipment Portable Radios	85,000 225,000
4719	Lease/Purchase	479,178	Existing lease agreements	479,178	Existing lease agreements	404,699
4823	Fire Facilities	119,287	Central Station Repairs/Maint	119,287		
4896	PC Technology Upgrade	85,000	Replace switches and security	85,000	Replace servers	85,000

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>WARRANT ARTICLES</b>									
90110 - 4092	SPECIAL ELECTIONS TEMPORARY PA`	-	-	-	-	-	6,075	6,075	6,075
90110 - 4210	SPECIAL ELECTIONS OPERATING SUP	-	-	-	-	-	2,000	2,000	2,000
90110 - 4468	SPECIAL ELECTIONS VOTING MACHIN	-	-	-	-	-	1,000	1,000	1,000
90110 - 4710	LAND ACQUISITION	-	-	-	-	-	4,800,000	4,800,000	-
90110 - 4719	LEASE/PURCHASE	-	336,249	323,193	-	-	678,310	-	-
90110 - 4766	FORMER WWTP REMEDIATION	-	-	-	-	-	1,350,000	1,350,000	1,350,000
90110 - 4856	BRIDGES	-	-	-	-	-	1	1	1
90110 - 4912	CAPITAL RESERVE-ROADS	4,730,677	3,630,677	3,630,677	-	-	4,500,000	-	4,500,000
90110 - 4938	CAPITAL RESERVE-LIBRARY BUILDING	-	-	-	-	-	110,070	-	110,070
90110 - 4968	OPEB TRUST	50,000	30,000	30,000	-	-	35,000	35,000	35,000
90110 - 4995	CAPITAL RESERVE-FACILITY MAINT/IN	-	100,000	100,000	-	-	100,000	-	100,000
<b>TOTAL</b>		<b>5,155,677</b>	<b>4,171,926</b>	<b>4,228,732</b>	-	-	<b>11,582,456</b>	<b>6,194,076</b>	<b>6,104,146</b>

## 2022 BUDGET WORKSHEET

## DEPT NAME - SEPARATE WARRANT ARTICLES

DEPT # - 90110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Special Elections Temporary Pay	6,075	Poll workers, supervisors, and moderator for Charter Commission election	
4210	Special Elections Operating Supplies	2,000	Ballots, supplies, and voter checklists for Charter Commission election	
4468	Special Elections Voting Machine Set-up	1,000	Programming of voting machines and election support for Charter Commission election	
4766	Former WWTF Remediation	1,350,000	Soil and groundwater remediation of the former Wastewater Treatment Facility	
4856	Bridges	1	Construction and construction engineering for Bridge St Bridge over Spicket River	
4912	Capital Reserves - Roads	4,500,000	Road Construction and Engineering Program	Road Construction and Engineering Program
4938	Capital Reserves - Library Building Capital Reserve	110,070	To be placed in the Library Building Capital Reserve Fund	
4968	OPEB Trust	35,000	To be placed in the OPEB Trust for Other Post Employment Benefits	To be placed in the OPEB Trust for Other Post Employment Benefits

**2022 BUDGET WORKSHEET****DEPT NAME - SEPARATE WARRANT ARTICLES****DEPT # - 90110**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4995	Capital Reserve-Facility Maint/Imp	100,000	To be placed in the Capital Reserve Fund for future repairs, improvements, and/or replacement of municipal facilities	To be placed in the Capital Reserve Fund for future repairs, improvements, and/or replacement of municipal facilities

DEPT.	2020 EXPENDED	2022 BUDGET			2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
		2021 BUDGET	2021 EXPENDED (PRE-AUDIT)	2022 BUDGET			
<b>SEWER FUND SUMMARY</b>							
ADMINISTRATION	3,931,355	2,399,300	2,478,534	2,480,375	2,480,375	2,480,375	2,480,375
DEBT SERVICES	374,617	762,037	762,941	881,561	881,561	881,561	881,561
CAPITAL PROJECTS	533,858	40,000	167,590	40,000	40,000	40,000	40,000
WARRANT ARTICLES	764,633	10,000	49,433	5,405,000	5,405,000	5,405,000	5,405,000
<b>TOTAL - SEWER FUND</b>	<b>5,604,463</b>	<b>3,211,337</b>	<b>3,458,498</b>	<b>8,806,936</b>	<b>8,806,936</b>	<b>8,806,936</b>	<b>8,806,936</b>

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>SEWER-ADMINISTRATION</b>									
28100 - 4090	REGULAR PAY	156,097	158,844	111,441		162,663	162,663	162,663	162,663
28100 - 4092	TEMPORARY PAY	670	7,300	247		7,300	7,300	7,300	7,300
28100 - 4098	OVERTIME PAY	94,679	50,000	53,020		50,000	50,000	50,000	50,000
28100 - 4109	EMPLOYEE RETIREMENT BENEFITS	-	-	150		-	-	-	-
28100 - 4112	STAND-BY PAY	7,200	3,400	3,741		3,400	3,400	3,400	3,400
28100 - 4170	RETIREMENT	29,008	26,775	21,072		30,349	30,349	30,349	30,349
28100 - 4171	DISABILITY INSURANCE	1,433	1,534	1,112		1,692	1,692	1,692	1,692
28100 - 4172	WORKERS' COMPENSATION	3,464	4,831	4,831		5,892	5,892	5,892	5,892
28100 - 4174	FICA-SOCIAL SECURITY	18,948	16,795	12,521		17,087	17,087	17,087	17,087
28100 - 4176	HEALTH INSURANCE	70,090	74,547	39,922		58,041	56,960	56,960	56,960
28100 - 4177	UNEMPLOYMENT COMPENSATION	101	137	101		123	123	123	123
28100 - 4178	LIFE INSURANCE	439	470	341		482	482	482	482
28100 - 4179	DENTAL INSURANCE	2,320	2,460	1,203		2,666	2,666	2,666	2,666
28100 - 4182	CLOTHING ALLOWANCE	1,563	1,574	1,330		1,574	1,574	1,574	1,574
28100 - 4200	OFFICE SUPPLIES	458	300	196		300	300	300	300

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021		2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)				
28100 - 4235	SMALL TOOLS & EQUIP.	267	1,300	1,383	1,300	1,300	1,300	1,300
28100 - 4237	GAS & OIL	3,517	3,207	3,201	3,636	3,636	3,636	3,636
28100 - 4262	SAFETY	407	230	215	230	230	230	230
28100 - 4400	CONTRACTED SERVICES	156,742	123,555	162,248	154,197	134,197	134,197	134,197
28100 - 4404	AUDIT	2,555	2,555	2,555	2,555	2,555	2,555	2,555
28100 - 4406	PRINTING & BINDING	2,774	3,322	2,648	3,371	3,371	3,371	3,371
28100 - 4423	MEDICAL EXAMINATIONS	143	82	200	82	82	82	82
28100 - 4450	TELEPHONE	1,785	2,627	1,777	1,854	1,854	1,854	1,854
28100 - 4451	POSTAGE	4,774	5,671	5,355	5,691	5,691	5,691	5,691
28100 - 4452	BUILDING MAINTENANCE	-	-		7,500	7,500	7,500	7,500
28100 - 4453	MEETINGS & TRAINING	40	700	662	700	700	700	700
28100 - 4456	RADIO MAINTENANCE	-	63	-	63	63	63	63
28100 - 4458	VEHICLE MAINTENANCE	429	3,036	353	3,036	3,036	3,036	3,036
28100 - 4459	EQUIPMENT MAINTENANCE	1,740	2,000	2,527	2,000	2,000	2,000	2,000
28100 - 4470	GENERAL LIABILITY	11,644	14,867	13,492	13,467	13,467	13,467	13,467
28100 - 4475	FLEET INSURANCE	966	1,018	1,073	1,237	1,237	1,237	1,237
28100 - 4488	ADMIN. SERVICE CHARGE	233,120	249,080	249,080	266,943	266,943	266,943	266,943

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
28100 - 4491	PROPERTY INSURANCE	3,392	3,694	3,711		4,101	4,101	4,101	4,101
28100 - 4496	ELECTRICITY	30,862	33,019	34,950		32,494	32,494	32,494	32,494
28100 - 4497	OTHER UTILITIES	32,233	33,065	30,762		36,112	36,112	36,112	36,112
28100 - 4587	RECORDING FEES	312	250	490		300	300	300	300
28100 - 4615	SEWER EQUIPMENT	-	16,000	43,179		16,000	16,000	16,000	16,000
28100 - 4646	GLSD OPERATING COSTS	1,478,185	1,550,992	1,546,082		1,603,018	1,603,018	1,603,018	1,603,018
28100 - 9990	OPERATING TRANSFER	1,579,000	-	121,364		-	-	-	-
SUBTOTAL		3,931,355	2,399,300	2,478,534		2,501,456	2,480,375	2,480,375	2,480,375

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY
SEWER ADMINISTRATION - 28100			
4090	WORKING FOREMAN	0	60,241
	HEO-WTP OPERATOR II	0	53,976
	LEO-WTP OPERATOR I	0	48,446
		-----	162,663

## 2022 BUDGET WORKSHEET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4092	Temporary Pay	7,300	Police details Manhole repairs	Police details Manhole repairs 3 yr wgtd avg. (6,963)
4098	Overtime Pay	50,000	For overtime calls and emergency work on the sewer system.	For overtime calls and emergency work on the sewer system. 3 yr wgtd avg. (48,312)
4112	Stand-By Pay	3,400	1 person @ 1 hr pay for weekdays and 1.5 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. (1/3 of cost-shared with Water Fund) 3 yr wgtd avg. (2,089)
4182	Clothing Allowance	1,574	Per Public Works contract, 3 employees Boot Allowance Uniform Service	Per Public Works contract, 3 employees Boot Allowance 750 Uniform Service 824
4200	Office Supplies	300	Copy paper, pens, and other expendables.	Copy paper, pens, and other expendables.
4235	Small Tools & Equipment	1,300	Ladders, shovels, pumps, hoses, dye tablets, etc.	Ladders, shovels, pumps, hoses, dye tablets, etc. 3 yr wgtd avg. (914)
4237	Gas & Oil	3,636	For vehicles, mowers and minor equipment. 1,467 gal. gas @ \$2.34/gal, 85 gal. diesel @ \$2.39/gal	For vehicles, mowers and minor equipment. 1,467 gal. gas @ \$2.05/gal, 85 gal. diesel @ \$2.35/gal 3 yr wgtd avg. (3,081)
4262	Safety	230	Hard Hats and safety vests traffic cones/barricades	Hard Hats and safety vests traffic cones/barricades

## 2022 BUDGET WORKSHEET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4400 Contracted Services		134,197	Special equipment needed for handling of wastewater and confined space entry.  Annual Preventative Maintenance contract for sewer lift stations Sewer lift station pumps (10) Preventive maintenance Pump station wet well cleaning P.S. Mission controllers maint Video inspection-sewer mains Manhole reconstruction Emergency repairs to sewer system and pumping stations Lift stations generator PM Groundwater Management Permit-WWTP Mission Controllers R/F for 10 Sewer Lift Stations  Legal Notices (materials and service bids) Meter reading equipment: Maintenance contract (37%) Software maintenance (37%) Fire Extinguisher Inspection	Special equipment needed for handling of wastewater and confined space entry. 3 yr wgtd avg. (238)  Annual Preventative Maintenance contract for sewer lift stations Sewer lift station pumps (10) Preventive maintenance Pump station wet well cleaning P.S. Mission controllers maint Video inspection-sewer mains Manhole reconstruction Emergency repairs to sewer system and pumping stations Lift stations generator PM Groundwater Management Permit-WWTP Mission Controllers R/F for 10 Sewer Lift Stations  Fence Repairs various stations  Meter reading equipment: Maintenance contract (37%) Software maintenance (37%) Fire Extinguisher Inspection
4404 Audit		2,555	Annual audit	Annual audit

## 2022 BUDGET WORKSHEET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021		
4406	Printing & Binding	3,371	Sewer billing 37/63% split S/W Delinquent notices (N11Z) Cert. mail cards Printing service for billings	666 71 168 2,466	Sewer billing 37/63% split S/W Delinquent notices (N11Z) Cert. mail cards Printing service for billings 3 yr wgtd avg. (2,669)	617 71 168 2,466
4423	Medical Exams	82	Required random drug and alcohol exams and physicals		Required random drug and alcohol exams and physicals 3 yr wgtd avg. (219)	
4450	Telephone	1,854	Cell phone (1) Meter towers 37/63 split Broadband Communications- aircard-GIS tablet	195 1,537 122	Cell phone (1) Meter towers 37/63 split Broadband Communications- aircard-GIS tablet	211 2,294 122
4451	Postage	5,691	Postage for monthly and quarterly billings and delinquency notices Postage for Betterment & DBA billings S/W 37-63% split	5,569 122	Postage for monthly and quarterly billings and delinquency notices Postage for Betterment & DBA billings S/W 37-63% split 3 yr wgtd avg. (5,554)	5,551 120
4452	Building Maintenance	7,500	Exterior building repairs various stations	7,500		
4453	Meetings & Training	700	I/I training	700	I/I training	700
4456	Radio Maintenance	63	Radio repair	63	Radio repair 3 yr wgtd avg. (2)	

## 2022 BUDGET WORKSHEET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4458	Vehicle Maintenance	3,036	Normal maintenance and inspection of pickup with plow P77-2012 Ford F350 P76-2013 Ford F150	Normal maintenance and inspection of pickup with plow P77-2012 Ford F350 P76-2013 Ford F150 3 yr wgtd avg. (3,036)
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. 3 yr. avg. (2,016)
4470	General Liability	13,467	Liability coverage (rate based on percentage of overall expenditures) (estimated 5% increase over 2021/22 rates)	Liability coverage (rate based on percentage of overall expenditures) (estimated 5% increase over 2020/21 rates)
4475	Fleet Insurance	1,237	Coverage for sewer vehicles (estimated 5% increase over 2021/22 rates)	Coverage for sewer vehicles (estimated 5% increase over 2020/21 rates)
4488	Administrative Service Charge	266,943	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	4,101	Coverage for building and contents, plus lift stations and former treatment plant. (estimated 5% increase over 2021/22 rates)	Coverage for building and contents, plus lift stations and former treatment plant. (estimated 5% increase over 2019/20 rates)
4496	Electricity	32,494	Electricity to operate lift stations and meter stations.	Electricity to operate lift stations and meter stations.

## 2022 BUDGET WORKSHEET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4497 Other Utilities		36,112	Water service at South Policy lift station Annual backflow test Silverbrook Development charges Methuen – offsetting revenue	72 40 36,000 Based on 3 yr wgtd avg plus 3%
4587 Recording Fees		300	Charges for recording Demand and Benefit Assessment liens with Registry of Deeds.	72 40 32,953 Water service at South Policy lift station Annual backflow test Silverbrook Development charges Methuen – offsetting revenue 3 yr wgtd avg. (23,065)
4615 Sewer Equipment		16,000	Fittings & adapters Manhole rims, covers, raisers	1,000 15,000 Charges for recording Demand and Benefit Assessment liens with Registry of Deeds. 3 yr wgtd avg. (331)
4646 GLSD Operating Cost		1,603,018	01/01 - 06/30 (fixed) 07/01 - 12/31 (estimate)	785,793 817,225 Fittings & adapters Manhole rims, covers, raisers 3 yr wgtd avg. (11,129)
				01/01 - 06/30 (fixed) 07/01 - 12/31 (estimate)
				760,290 790,702

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>SEWER-DEBT SERVICES</b>									
28110 - 4500	GLSD-DEBT	368,359	367,412	366,142	379,522	379,522	379,522	379,522	379,522
28110 - 4509	RTE 28 SEWER REPL-PRIN	-	227,500	237,670	264,078	264,078	264,078	264,078	264,078
28110 - 4510	WEST DUSTON SEWER-PRIN	-	-	-	61,470	61,470	61,470	61,470	61,470
28110 - 4568	RTE 28 SEWER REPL-INT	-	136,500	131,188	100,350	100,350	100,350	100,350	100,350
28110 - 4569	WEST DUSTON SEWER-INT	-	-	-	26,141	26,141	26,141	26,141	26,141
28110 - 4572	BOND AND NOTE FEES	6,258	20,000	17,315	50,000	50,000	50,000	50,000	50,000
28110 - 4573	BAN INTEREST	-	10,625	10,625	-	-	-	-	-
SUBTOTAL		374,617	762,037	762,941	881,561	881,561	881,561	881,561	881,561

## 2022 BUDGET WORKSHEET

DEPT NAME - SEWER - DEBT

DEPT # - 28110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022		EXPLANATION 2021
4500	GLSD Debt	379,522	01/01 - 06/30 (fixed) 07/01 - 12/31 (estimate)	186,040 193,482	01/01 - 06/30 (fixed) 07/01 - 12/31 (estimate)
4509	Rte 28 Sewer Main Replacement - Principal	264,078	* SRF Loan Issue 2021 Final Payment 2040		SRF Loan to be Issued 2021
4510	West Duston Sewer Main - Principal	61,470	Bond Issue 2021 Final Payment 2031		
4568	Rte 28 Sewer Main Replacement - Interest	100,350	2022 Interest		2021 Interest
4569	West Duston Sewer Main - Interest	26,141	2022 Interest		
4572	Bond and Note Fees	50,000	Bond Issuance Costs (Assuming Bond for WWTP work)	50,000	Bond Issuance Costs

\* Offset by DBA

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>SEWER-CAPITAL PROJECTS</b>									
28120 - 4765	IMPROVEMENTS	533,858	-	167,590	-	-	-	-	-
28120 - 4848	SEWER INFLOW AND INFILTRATION	-	40,000	-	40,000	40,000	40,000	40,000	40,000
SUBTOTAL		533,858	40,000	167,590	40,000	40,000	40,000	40,000	40,000

## 2022 BUDGET WORKSHEET

DEPT NAME - SEWER - CAPITAL PROJECTS

DEPT # - 28120

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4848	Inflow and Infiltration	40,000	Infiltration and inflow-Evaluation & repairs	40,000

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>SEWER-WARRANT ARTICLES</b>									
28130 - 4723	WASTEWATER PUMP STATION	30,000	-	9,033	-	-	-	-	-
28130 - 4765	SEWER IMPROVEMENTS	734,633	-	30,400	-	-	-	-	-
28130 - 4766	FORMER WWTP REMEDIATION	-	-	-	-	5,400,000	5,400,000	5,400,000	5,400,000
28130 - 4968	OPEB TRUST	-	10,000	10,000	-	5,000	5,000	5,000	5,000
SUBTOTAL		764,633	10,000	49,433	-	5,405,000	5,405,000	5,405,000	5,405,000
GRAND TOTAL-SEWER		5,604,463	3,211,337	3,458,498	3,423,017	8,806,936	8,806,936	8,806,936	8,806,936

## 2022 BUDGET WORKSHEET

DEPT NAME - SEWER - WARRANT ARTICLES

DEPT # - 28130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4766	Former WWTF Remediation	5,400,000	Soil and groundwater remediation of the former Wastewater Treatment Facility	South Broadway 350,000
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

DEPT.	2020 EXPENDED	2022 BUDGET			2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
		2021 BUDGET	2021 EXPENDED (PRE-AUDIT)	2022 BUDGET			
<b><i>WATER FUND SUMMARY</i></b>							
ADMINISTRATION	1,559,240	1,642,169	1,683,785	1,894,429	1,894,429	1,894,429	1,894,429
OPERATIONAL	1,001,208	2,066,770	1,513,613	2,275,417	2,275,417	2,275,417	2,275,417
BUILDINGS	54,866	43,317	56,450	55,854	55,854	55,854	55,854
DEBT SERVICES	830,229	1,206,401	1,166,473	1,178,408	1,178,408	1,178,408	1,178,408
CAPITAL PROJECTS	581,691	660,000	509,995	515,000	515,000	515,000	515,000
WARRANT ARTICLES	777,963	10,000	10,000	10,000	10,000	10,000	10,000
<b>TOTAL - WATER FUND</b>	<b>4,805,197</b>	<b>5,628,657</b>	<b>4,940,316</b>	<b>5,929,108</b>	<b>5,929,108</b>	<b>5,929,108</b>	<b>5,929,108</b>

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>WATER-ADMINISTRATION</b>									
38100 - 4090	REGULAR PAY	561,175	651,880	594,775		734,542	738,050	738,050	738,050
38100 - 4092	TEMPORARY PAY	13,721	29,160	33,279		32,760	32,760	32,760	32,760
38100 - 4095	TEMPORARY ALTERNATE DUTY	11,165	-	21,175		-	-	-	-
38100 - 4098	OVERTIME PAY	86,297	67,000	105,552		67,000	67,000	67,000	67,000
38100 - 4109	EMPLOYEE RETIREMENT BENEFIT	2,231	-	1,180		-	-	-	-
38100 - 4112	STAND-BY PAY	5,023	9,500	10,727		8,000	8,000	8,000	8,000
38100 - 4170	RETIREMENT	75,035	91,886	95,597		113,820	114,313	114,313	114,313
38100 - 4171	DISABILITY INSURANCE	5,710	5,873	5,941		7,148	7,171	7,171	7,171
38100 - 4172	WORKERS' COMPENSATION	13,520	16,668	16,627		21,732	21,823	21,823	21,823
38100 - 4174	FICA-SOCIAL SECURITY	49,959	57,954	57,027		64,435	64,703	64,703	64,703
38100 - 4176	HEALTH INSURANCE	248,175	264,108	249,137		351,249	344,066	344,066	344,066
38100 - 4177	UNEMPLOYMENT COMPENSATION	336	470	409		468	468	468	468
38100 - 4178	LIFE INSURANCE	1,907	1,968	1,986		2,210	2,210	2,210	2,210
38100 - 4179	DENTAL INSURANCE	8,318	8,546	8,237		10,409	10,409	10,409	10,409
38100 - 4182	CLOTHING ALLOWANCE	4,564	4,839	5,921		5,394	5,394	5,394	5,394

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021		2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)				
38100 - 4200	OFFICE SUPPLIES	1,530	900	2,251	900	900	900	900
38100 - 4399	LEGAL SERVICES	59,490	10,000	42,580	20,000	20,000	20,000	20,000
38100 - 4404	AUDIT	2,555	2,555	2,555	2,555	2,555	2,555	2,555
38100 - 4405	MEMBERSHIPS & PUBLICATIONS	455	1,848	1,537	1,848	1,848	1,848	1,848
38100 - 4406	PRINTING & BINDING	11,580	9,468	7,816	9,634	9,634	9,634	9,634
38100 - 4423	MEDICAL EXAMINATIONS	783	250	736	250	250	250	250
38100 - 4440	EQUIPMENT RENTAL	39,720	25,000	19,090	30,000	30,000	30,000	30,000
38100 - 4450	TELEPHONE	31,059	32,635	23,571	24,627	24,627	24,627	24,627
38100 - 4451	POSTAGE	20,830	22,224	28,948	24,459	24,459	24,459	24,459
38100 - 4453	MEETINGS & TRAINING	2,101	4,700	3,744	4,700	4,700	4,700	4,700
38100 - 4456	RADIO MAINTENANCE	934	1,634	5,050	1,634	1,634	1,634	1,634
38100 - 4458	VEHICLE MAINTENANCE	21,112	5,500	19,676	8,000	8,000	8,000	8,000
38100 - 4470	GENERAL LIABILITY	18,798	16,879	19,277	23,604	23,604	23,604	23,604
38100 - 4475	FLEET INSURANCE	4,669	5,086	5,366	6,184	6,184	6,184	6,184
38100 - 4488	ADMIN. SERVICE CHARGE	241,525	276,722	276,722	300,435	300,435	300,435	300,435
38100 - 4491	PROPERTY INSURANCE	14,572	16,416	16,713	18,682	18,682	18,682	18,682
38100 - 4587	RECORDING FEES	312	250	490	300	300	300	300

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2021			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	EXPENDED (PRE-AUDIT) (incl. encumb)					
38100 - 4600	OFFICE FURNITURE & EQUIPMENT	81	250	94		250	250	250	250
	SUBTOTAL	1,559,240	1,642,169	1,683,785		1,897,229	1,894,429	1,894,429	1,894,429

**2022 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE	2022 BUDGETED SALARY
		NET CHANGE	
WATER ADMINISTRATION - 38100			
4090	DEP DIR UTILITIES	0	106,280
	CHEMIST	0	84,310
	PRIMARY OPERATOR	1	67,833
	WORKING FOREMAN (2)	0	133,929
	HEAVY EQUIPMENT OPERATOR (2)	0	122,383
	CONSTRUCTION MAINT REPAIR III	0	58,213
	CONSTRUCTION MAINT REPAIR I	0	55,256
	BACKFLOW INSP	0	57,230
	METER REPAIR TECH	0	52,616
		-----	
			738,050

## 2022 BUDGET WORKSHEET

DEPT NAME - WATER - ADMINISTRATION

DEPT # - 38100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021		
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	14,080 5,120 13,560	2 employees @ \$13 an hour for 11 weeks for seasonal projects. 1 employee @ \$13 an hour for 8 weeks for GIS support Police details 3 yr wgtd avg. (45,518)	11,440 4,160 13,560
4098	Overtime Pay	67,000	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. 3 yr wgtd avg. (97,879)	
4112	Stand-By Pay	8,000	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. (2/3 of cost-shared with Sewer Fund) 3 yr wgtd avg. (9,871)	
4182	Clothing Allowance	5,394	Per Public Works/SPAA contract Boot Allowance (11) Uniform Service (9)	2,650 2,744	Per Public Works/SPAA contract Boot Allowance (10) Uniform Service (8)	2,400 2,439
4200	Office Supplies	900	General office supplies. 3 yr wgtd avg. (1,468)		General office supplies. 3 yr wgtd avg. (1,318)	
4399	Legal Services	20,000	Outside legal services.	20,000	Outside legal services. 3 yr wgtd avg. (25,518)	10,000
4404	Audit	2,555	Annual audit.		Annual audit.	

## 2022 BUDGET WORKSHEET

DEPT NAME - WATER - ADMINISTRATION

DEPT # - 38100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4405	Memberships & Publications	1,848	State Certification renewals: Treatment & Distribution Individual Memberships: American Backflow Prevention Assn (APBA) (1) American Water Works Association (AWWA) (2) Utility Memberships: NEWWA NH DES	State Certification renewals: Treatment & Distribution Individual Memberships: American Backflow Prevention Assn (APBA) (1) American Water Works Association (AWWA) (2) Utility Memberships: NEWWA NH DES
4406	Printing & Binding	9,634	Water billing 37/63% split S/W Meter cards Invoices Delinquent notices (N11Z) Cert. mail cards Consumer Confidence Report CCR-Data processing/labels Public notices Printing service for billings	Water billing 37/63% split S/W Meter cards Invoices Delinquent notices (N11Z) Cert. mail cards Consumer Confidence Report CCR-Data processing/labels Public notices Printing service for billings
4423	Medical Exams	250	Required random drug and alcohol exams and physicals.	Required random drug and alcohol exams and physicals. 3 yr wgtd avg. (290)

## 2022 BUDGET WORKSHEET

DEPT NAME - WATER - ADMINISTRATION

DEPT # - 38100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
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.  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.  Mill/Fill Old trenches 3 yr wgtd avg. (22,170)
4450	Telephone	24,627	Telephone/Fax/circuits Cell phones (3) Meter towers 63/37 split Comcast Internet Circuit for resiliency Internet Broadband Communications- 3 aircards-GIS tablets	15,496 863 2,508 3,120 2,272 368 Telephone/Fax/circuits Cell phones (3) Meter towers 63/37 split High speed fiber-Comcast Internet Broadband Communications- 3 aircards-GIS tablets 3 yr wgtd avg. (29,766)
4451	Postage	24,459	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)	10,449 207 1,275 12,528 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)
4453	Meetings & Training	4,700	Water industry training Safety training programs	4,400 300 Water industry training Safety training programs

## 2022 BUDGET WORKSHEET

DEPT NAME - WATER - ADMINISTRATION

DEPT # - 38100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4456	Radio Maintenance	1,634	Repairs/replacement of portable truck radios	Repairs/replacement of portable truck radios 3 yr wgtd avg. (1,634)
4458	Vehicle Maintenance	8,000	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. 3 yr wgtd avg. (20,569)
4470	General Liability	23,604	Liability coverage (rate based on percentage of overall expenditures) (estimated 5% increase over 2021/22 rates)	Liability coverage (rate based on percentage of overall expenditures) (estimated 5% increase over 2020/21 rates)
4475	Fleet Insurance	6,184	Coverage for water vehicles (estimated 5% increase over 2021/22 rates)	Coverage for water vehicles (estimated 5% increase over 2020/21 rates)
4488	Administration Service Charge	300,435	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	18,682	Coverage for building and contents, 3 pumping stations, 2 PRV stations, and 3 water towers and Dams. (estimated 5% increase over 2021/22 rates)	Coverage for building and contents, 3 pumping stations, 2 PRV stations, and 3 water towers and Dams. (estimated 5% increase over 2020/21 rates)
4587	Recording Fees	300	Charges for recording Demand and Benefit Assessment liens with Registry of Deeds.	Charges for recording Demand and Benefit Assessment liens with Registry of Deeds. 3 yr wgtd avg. (331)

**2022 BUDGET WORKSHEET****DEPT NAME - WATER - ADMINISTRATION****DEPT # - 38100**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4600	Office Furniture & Equip	250	Replacement office equipment.	Replacement office equipment. 3 yr wgtd avg. (500)

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>WATER-OPERATIONS</b>									
38110 - 4235	SMALL TOOLS & EQUIP.	9,362	9,000	10,090	9,000	9,000	9,000	9,000	9,000
38110 - 4237	GAS & OIL	24,201	23,298	27,017	26,300	26,300	26,300	26,300	26,300
38110 - 4244	GRAVEL/SAND	9,466	4,000	4,300	4,000	4,000	4,000	4,000	4,000
38110 - 4249	RESURFACING	23,643	18,983	5,249	18,983	18,983	18,983	18,983	18,983
38110 - 4255	CHEMICALS	73,753	67,000	70,055	67,000	67,000	67,000	67,000	67,000
38110 - 4256	TUBING & PARTS	29,340	60,000	56,251	63,000	63,000	63,000	63,000	63,000
38110 - 4262	SAFETY	731	750	1,038	750	750	750	750	750
38110 - 4400	CONTRACTED SERVICES	154,427	148,357	160,111	163,784	163,784	163,784	163,784	163,784
38110 - 4481	WATER SAMPLES/LAB EXPENSES	65,177	67,145	70,750	75,627	75,627	75,627	75,627	75,627
38110 - 4482	PURCHASE OF WATER	217,036	1,177,452	608,294	1,294,386	1,294,386	1,294,386	1,294,386	1,294,386
38110 - 4484	METERS/REPLACEMENT	30,088	60,000	59,840	60,000	60,000	60,000	60,000	60,000
38110 - 4485	HYDRANTS	35,953	37,500	34,165	37,500	37,500	37,500	37,500	37,500
38110 - 4489	PIPE REPLACEMENT	11,111	86,000	63,462	126,000	126,000	126,000	126,000	126,000
38110 - 4496	ELECTRICITY	185,478	180,243	189,317	185,478	185,478	185,478	185,478	185,478
38110 - 4497	OTHER UTILITIES	127,145	121,097	141,479	127,145	127,145	127,145	127,145	127,145

DEPT. ACCT. NO.	ACCOUNT NAME	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
		2020 EXPENDED	2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)				
38110 - 4607	EQUIPMENT	-	-	-	8,395	8,395	8,395	8,395
38110 - 4610	WATER-EQUIPMENT	4,298	5,945	12,197	8,069	8,069	8,069	8,069
	SUBTOTAL	1,001,208	2,066,770	1,513,613	2,275,417	2,275,417	2,275,417	2,275,417

## 2022 BUDGET WORKSHEET

DEPT NAME - WATER - OPERATIONS

DEPT # - 38110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
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. 3 yr wgtd avg. (7,841)
4237	Gas & Diesel	26,300	For vehicles, mowers and minor equipment 10,215 gal. gas @ \$2.34 1,003 gal diesel @ \$2.39	For vehicles, mowers and minor equipment 10,215 gal. gas @ \$2.05 1,003 gal diesel @ \$2.35
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. 3 yr wgtd avg. (6,639)
4249	Resurfacing	18,983	Cost of hot bituminous asphalt to repair road surface after water breaks.	Cost of hot bituminous asphalt to repair road surface after water breaks. 3 yr wgtd avg. (18,983)
4255	Chemicals	67,000	Bulk Chemicals for Water Treatment	Bulk Chemicals for Water Treatment 3 yr wgtd avg. (64,237)
4256	Tubing & Parts	63,000	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 3 yr wgtd avg. (36,704)
4262	Safety	750	Personal safety gear, traffic cones, signs, safety supplies etc.	Personal safety gear, traffic cones, signs, safety supplies etc.

## 2022 BUDGET WORKSHEET

DEPT NAME - WATER - OPERATIONS

DEPT # - 38110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4400 Contracted Services		163,784		3 yr wgtd avg. (817)
	Electronics & Controls maint.	4,000	Electronics & Controls maint.	4,000
	Mechanical systems	12,000	Mechanical systems	12,000
	Instrument calibration & preventative electrical maintenance	6,000	Instrument calibration & preventative electrical maintenance	6,000
	Altitude valve preventive maintenance	2,200	Altitude valve preventive maintenance	2,200
	Digsafe	6,396	Digsafe	6,396
	Water Conservation	3,000	Water Conservation	3,000
	Backwash tank cleaning	6,000	Backwash tank cleaning	6,000
	Generator P.M. (4 Sites)	1,645	Generator P.M. (4 Sites)	1,645
	PM on CO2 Storage & carbonic acid feed systems	4,500	PM on CO2 Storage & carbonic acid feed systems	4,500
	Copier maintenance	350	Copier maintenance	350
	Treatment technical assistance	5,000	Treatment technical assistance	5,000
	Meter reading equipment maintenance contract (63%)	2,502	Meter reading equipment maintenance contract (63%)	2,502
	Software Maintenance (63%)	1,733	Software Maintenance (63%)	1,733
	GIS hosting/support/updates	9,200	GIS hosting/support/updates	9,200
	Mission Service for WTP	784	Mission Service for WTP	784
	On Call Engineering Services	5,000	On Call Engineering Services	5,000
	Fire Extinguisher Inspections	339	Fire Extinguisher Inspections	339
	WaterSmart-Customer Access	17,490	WaterSmart-Customer Access	15,900
	Neptune 360	26,235	Neptune 360	23,850
	Water Management Plan	45,000	VFD's at Arlington Pump Station (2)	21,748
	SonicWall	2,010	Leak Detection	13,200
	LogMeIn for SCADA (4)	1,000	SonicWall	2,010
	Legal Notices (materials and service	1,400	LogMeIn for SCADA (4)	1,000

## 2022 BUDGET WORKSHEET

DEPT NAME - WATER - OPERATIONS

DEPT # - 38110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4481	Water Samples/Lab Expenses	75,627	QA/QC & certification Consumables Glassware & minor equip. Routine SDWA compliance Chemical waste disposal Hach service maintenance Lab equipment service maint. PFOA/PFOS testing (4) Lead/Copper Testing (Regional Line Increases)	4,000 11,500 11,500 9,500 2,000 29,857 2,300 2,720 2,250 QA/QC & certification Consumables Glassware & minor equip. Routine SDWA compliance Chemical waste disposal Hach service maintenance Lab equipment service maint. PFOA/PFOS testing (4) Lead/Copper Testing (Regional Line Increases) 3 yr wgtd avg (57,495)
4482	Purchase of Water	1,294,386	Methuen-emergency purchases Manchester Water Works: Windham HAWC Salem	100 129,428 841,286 323,572 Methuen-emergency purchases Manchester Water Works: Windham HAWC Salem
4484	Meters	60,000	New Meters for development Partially offset by meter sales (New Regional Customers)	60,000 New Meters for development Partially offset by meter sales (New Regional Customers)
4485	Hydrants	37,500	Replace hydrants (15 @2,200) Hydrant Parts	33,000 4,500 Replace hydrants (15 @2,200) Hydrant Parts 3 yr wgtd avg. (30,486)
4489	Pipe Replacement	126,000	Scheduled and emergency repairs made to distribution system on pipes valves	11,000 Scheduled and emergency repairs made to distribution system on pipes valves and fittings.

## 2022 BUDGET WORKSHEET

DEPT NAME - WATER - OPERATIONS

DEPT # - 38110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021		
			Water work associated with Road Program (Pleasant/Main)	115,000	Water work associated with Road Program 3 yr wgtd avg. (9,786)	75,000
4496 Electricity		185,478	Cost of electricity for building and to pump water.		Cost to pump water.	
			Service for WTP, 3 booster stations and 2 raw water pumping stations, 2 PRV Stations (new PRV stations online in 2021)		Service for WTP, 3 booster stations and 2 raw water pumping stations, 2 PRV Stations 3 yr wgtd avg. (168,446)	
4497 Other Utilities		127,145	Sewer discharge, from Canobie Water Treatment Plant.		Sewer discharge, from Canobie Water Treatment Plant. 3 yr wgtd. avg. (121,097)	
4607 Equipment		8,395	Enclosed Cargo Trailer	8,395		
4610 Water Equipment		8,069	Water Main Break Equipment Package	1,604	Pipe Locater line tracer	2,795
			Peristaltic Pump	4,513	ICS Pipe Chain Saw	1,650
			CST Magnatrak Locators (3)	1,952	CST Magnatrak Locators (2)	1,500

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>WATER-BUILDINGS</b>									
38120 - 4401	CLEANING SERVICES	4,068	4,165	3,003		13,300	13,300	13,300	13,300
38120 - 4452	BUILDING MAINTENANCE	22,877	15,143	22,263		17,643	17,643	17,643	17,643
38120 - 4495	HEAT	27,921	24,009	31,184		24,911	24,911	24,911	24,911
SUBTOTAL		54,866	43,317	56,450		55,854	55,854	55,854	55,854

## 2022 BUDGET WORKSHEET

DEPT NAME - WATER - BUILDINGS

DEPT # - 38120

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021		
4401	Cleaning Services	13,300	Cleaning services	13,300		
4452	Building Maintenance	17,643	Building repairs and expendable building supplies/cleaning products. Outdoor Lighting replacements Annual radio box testing/monitoring: Water Treatment Plant, Spicket, Manor Pkwy, Arlington & Nirvana Booster Stations. Alarm monitoring Fire Alarm Inspection Fuel for Generators HVAC Maintenance Grounds Maintenance, includes fertilization Security gate annual maintenance	10,000 1,250 192 425 1,700 1,176 2,500 400	Building repairs and expendable building supplies/cleaning products. Additional Electrical work (SCADA) Annual radio box testing/monitoring: Water Treatment Plant, Spicket, Manor Pkwy, Arlington & Nirvana Booster Stations. Alarm monitoring Fire Alarm Inspection Fuel for Generators HVAC Maintenance Security gate annual maintenance 3 yr wgtd avg (30,244)	4,165 10,000 1,250 425 1,700 1,176 400
4495	Heat	24,911	Propane heat 11,272 gal propane @ \$2.21	11,272 gal (3 yr wgtd avg) propane @ \$2.13		

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
<b>WATER-DEBT SERVICES</b>									
38130 - 4669	WATER CON #15-PRINCIPAL '04	35,000	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		69,000	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	105,000
38130 - 4673	WATER CON #18-PRINCIPAL '14	80,000	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	110,000
38130 - 4675	WATER CON #20-PRINCIPAL '18	145,193	147,393	147,392		149,626	149,626	149,626	149,626
38130 - 4507	DRINKING WATER #21-PRINCIPAL '19	160,000	160,000	160,000		160,000	160,000	160,000	160,000
38130 - 4509	RTE 28 WATER MAIN-PRIN	-	286,000	288,313		288,313	288,313	288,313	288,313
38130 - 4510	WEST DUSTON WATER-PRIN	-	-			58,530	58,530	58,530	58,530
38130 - 4568	RTE 28 WATER MAIN-INT	-	85,800	47,074		21,018	21,018	21,018	21,018
38130 - 4569	WEST DUSTON WATER-INT	-	-			24,891	24,891	24,891	24,891
38130 - 4689	WATER CON #15-INTEREST '04	7,891	6,228	6,228		4,478	4,478	4,478	4,478
38130 - 4690	WATER CON #16-INTEREST '13	8,280	6,210	6,210		4,140	4,140	4,140	4,140
38130 - 4691	WATER CON #17-INTEREST '14	15,750	12,600	12,600		9,450	9,450	9,450	9,450
38130 - 4692	WATER CON #18-INTEREST '14	12,000	9,600	9,600		7,200	7,200	7,200	7,200

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)					
38130 - 4693	WATER CON #19-INTEREST '15	22,000	19,800	19,800		17,600	17,600	17,600	17,600
38130 - 4694	WATER CON #20-INTEREST '18	18,594	16,395	16,394		14,162	14,162	14,162	14,162
38130 - 4521	DRINKING WATER #21-INTEREST '19	36,000	28,000	28,000		20,000	20,000	20,000	20,000
38130 - 4572	BOND AND NOTE FEES	5,522	20,000	16,487		-	-	-	-
38130 - 4573	BOND ANTICIPATION NOTE INTEREST	-	9,375	9,375		-	-	-	-
SUBTOTAL		830,229	1,206,401	1,166,473		1,178,408	1,178,408	1,178,408	1,178,408

## 2022 BUDGET WORKSHEET

DEPT NAME - WATER - DEBT

DEPT # - 38130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4669	Water Const. #15 – Principal (Blake Road)	35,000	Bond Issue 2004 Final Payment 2024	Bond Issue 2004 Final Payment 2024
4671	Water Const. #16 – Principal (Pond Street)	69,000	Bond Issue 2013 Final Payment 2023	* Bond Issue 2013 Final Payment 2023
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)	149,626	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

## 2022 BUDGET WORKSHEET

DEPT NAME - WATER - DEBT

DEPT # - 38130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4509	Rte 28 Water Main Replacement - Principal	288,313	SRF Loan Issued 2021 Final Payment 2030	** SRF Loan to be Issued 2021
4510	West Duston Main - Principal	58,530	Bond Issue 2021 Final Payment 2031	
4568	Rte 28 Water Main Replacement - Interest	21,018	2022 Interest	** 2021 Interest
4569	West Duston Main - Interest	24,891	2022 Interest	
4689	Water Const. #15 – Interest	4,478	2022 Interest	2021 Interest
4690	Water Const. #16 – Interest	4,140	2022 Interest	2021 Interest
4691	Water Const. #17 – Interest	9,450	2022 Interest	2021 Interest
4692	Water Const. #18 – Interest	7,200	2022 Interest	2021 Interest
4693	Water Const. #19 – Interest	17,600	2022 Interest	2021 Interest

## 2022 BUDGET WORKSHEET

DEPT NAME - WATER - DEBT

DEPT # - 38130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4694	Water Const. #20 – Interest	14,162	2022 Interest	2021 Interest
4521	Drinking Water Capacity Rights #21 – Interest	20,000	2022 Interest	2021 Interest
4572	Bond and Note Fees			Bond Issuance Costs
4573	Bond Anticipation Note Interest-West Duston			2021 Interest

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

\*\* Offset by DBA

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>WATER-CAPITAL PROJECTS</b>									
38140 - 4765	IMPROVEMENTS	581,691	660,000	509,995		515,000	515,000	515,000	515,000
	<b>SUBTOTAL</b>	<b>581,691</b>	<b>660,000</b>	<b>509,995</b>		<b>515,000</b>	<b>515,000</b>	<b>515,000</b>	<b>515,000</b>

## 2022 BUDGET WORKSHEET

DEPT NAME - WATER - CAPITAL PROJECTS

DEPT # - 38140

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4765	Improvements	515,000	Improvements: Lake/Bluff St. extension Engineering design	Improvements: Atkinson Road Water West Duston Pump Station

## 2022 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2020 EXPENDED	2022 BUDGET			2022 MANAGER RECOMM.	2022 BOS RECOMM.	2022 BUD COM RECOMM.	2022 BUDGET
			2021 BUDGET	2021 EXPENDED (PRE-AUDIT) (incl. encumb)	2022 BUDGET				
<b>WATER-WARRANT ARTICLES</b>									
38150 - 4765	WATER IMPROVEMENTS	677,963	-	-	-	-	-	-	-
38150 - 4968	OPEB TRUST	-	10,000	10,000	-	10,000	10,000	10,000	10,000
38150 - 9990	OPERATING TRANSFER	100,000	-	-	-	-	-	-	-
SUBTOTAL		777,963	10,000	10,000	-	10,000	10,000	10,000	10,000
GRAND TOTAL-WATER		4,805,197	5,628,657	4,940,316	5,921,908	5,929,108	5,929,108	5,929,108	5,929,108

## 2022 BUDGET WORKSHEET

DEPT NAME - WATER - WARRANT ARTICLES

DEPT # - 38150

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2022	EXPLANATION 2021
4968	OPEB Trust	10,000	To be placed in the OPEB Trust for Other Post Employment Benefits	To be placed in the OPEB Trust for Other Post Employment Benefits