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**TOWN OF SALEM, NH**  
**2022/2023 BUDGET COMPARISON**

**FY 23 BUDGET**

DEPARTMENT	2022 BUDGET			2023 BUDGET			\$ INCREASE/(DECREASE)			% INCREASE/(DECREASE)		
	SALARY/ BENEFITS	OTHER	TOTAL	SALARY/ BENEFITS	OTHER	TOTAL	SALARY/ BENEFITS	OTHER	TOTAL	SALARY/ BENEFITS	OTHER	TOTAL
Selectmen	18,672	41,975	60,647	18,894	41,775	60,669	222	(200)	22	1.19%	-0.48%	0.04%
District Court	-	127,342	127,342	-	93,323	93,323	-	(34,019)	(34,019)	---	-26.71%	-26.71%
Town Manager	553,815	10,088	563,903	556,367	10,275	566,642	2,552	187	2,739	0.46%	1.85%	0.49%
Legal	-	158,700	158,700	-	158,700	158,700	-	-	-	---	0.00%	0.00%
Human Resources	287,736	91,577	379,313	299,501	77,624	377,125	11,765	(13,953)	(2,188)	4.09%	-15.24%	-0.58%
Employee Benefits	1,449,248	28,163	1,477,411	1,531,734	22,861	1,554,595	82,486	(5,302)	77,184	5.69%	---	5.22%
Boards & Committees	5,799	19,152	24,951	4,171	21,620	25,791	(1,628)	2,468	840	-28.07%	12.89%	3.37%
Town Buildings	-	227,392	227,392	-	205,525	205,525	-	(21,867)	(21,867)	0.00%	-9.62%	-9.62%
Finance	909,776	42,576	952,352	1,025,900	40,518	1,066,418	116,124	(2,058)	114,066	12.76%	-4.83%	11.98%
Information Technology	-	1,000,467	1,000,467	-	987,027	987,027	-	(13,440)	(13,440)	---	-1.34%	-1.34%
Assessing	447,618	9,708	457,326	340,514	131,505	472,019	(107,104)	121,797	14,693	-23.93%	1254.60%	3.21%
Town Clerk	229,256	10,155	239,411	235,182	12,650	247,832	5,926	2,495	8,421	2.58%	24.57%	3.52%
Elections	37,152	14,260	51,412	20,196	10,850	31,046	(16,956)	(3,410)	(20,366)	-45.64%	-23.91%	-39.61%
Collections	285,493	-	285,493	326,038	-	326,038	40,545	-	40,545	14.20%	---	14.20%
Tax Collector	166,842	19,350	186,192	191,755	21,400	213,155	24,913	2,050	26,963	14.93%	10.59%	14.48%
Debt Service	-	836,294	836,294	-	2,147,679	2,147,679	-	1,311,385	1,311,385	---	156.81%	156.81%
Insurance	15,000	438,606	453,606	15,000	467,927	482,927	-	29,321	29,321	0.00%	6.69%	6.46%
Community Development	294,594	2,585	297,179	341,417	2,610	344,027	46,823	25	46,848	15.89%	0.97%	15.76%
Planning	379,191	2,373	381,564	287,604	152,193	439,797	(91,587)	149,820	58,233	-24.15%	6313.53%	15.26%
Police	12,838,822	660,439	13,499,261	13,427,395	715,457	14,142,852	588,573	55,018	643,591	4.58%	8.33%	4.77%
Fire	14,131,529	1,196,914	15,328,443	14,530,210	1,319,397	15,849,607	398,682	122,483	521,165	2.82%	10.23%	3.40%
Municipal Services	3,495,922	3,114,287	6,610,209	3,805,408	3,727,600	7,533,008	309,486	613,313	922,799	8.85%	19.69%	13.96%
Human Services	133,978	140,730	274,708	136,352	140,730	277,082	2,374	-	2,374	1.77%	0.00%	0.86%
Community Services	607,236	100,063	707,299	563,801	90,063	653,864	(43,435)	(10,000)	(53,435)	-7.15%	-9.99%	-7.55%
Library	1,298,433	343,730	1,642,163	1,320,967	349,039	1,670,006	22,534	5,309	27,843	1.74%	1.54%	1.70%
Community Contributions	-	12,600	12,600	-	12,600	12,600	-	-	-	---	0.00%	0.00%
<b>Subtotal - General Fund</b>	<b>37,586,112</b>	<b>8,649,526</b>	<b>46,235,638</b>	<b>38,978,407</b>	<b>10,960,948</b>	<b>49,939,355</b>	<b>1,392,295</b>	<b>2,311,422</b>	<b>3,703,717</b>	<b>3.70%</b>	<b>26.72%</b>	<b>8.01%</b>
Capital Improvements	-	2,324,838	2,324,838	-	1,387,299	1,387,299	-	(937,539)	(937,539)	---	-40.33%	-40.33%
Separate Warrant Articles	-	6,104,146	6,104,146	-	5,781,295	5,781,295	-	(322,851)	(322,851)	---	-5.29%	-5.29%
<b>Total - General Fund</b>	<b>37,586,112</b>	<b>17,078,510</b>	<b>54,664,622</b>	<b>38,978,407</b>	<b>18,129,542</b>	<b>57,107,949</b>	<b>1,392,295</b>	<b>1,051,032</b>	<b>2,443,327</b>	<b>3.70%</b>	<b>6.15%</b>	<b>4.47%</b>
<b>Sewer Fund</b>	<b>338,614</b>	<b>8,468,322</b>	<b>8,806,936</b>	<b>359,935</b>	<b>8,913,423</b>	<b>9,273,358</b>	<b>21,321</b>	<b>445,101</b>	<b>466,422</b>	<b>6.30%</b>	<b>5.26%</b>	<b>5.30%</b>
<b>Water Fund</b>	<b>1,410,973</b>	<b>4,518,135</b>	<b>5,929,108</b>	<b>1,475,670</b>	<b>4,690,408</b>	<b>6,166,078</b>	<b>64,697</b>	<b>172,273</b>	<b>236,970</b>	<b>4.59%</b>	<b>3.81%</b>	<b>4.00%</b>
<b>Grand Total</b>	<b>39,335,699</b>	<b>30,064,967</b>	<b>69,400,666</b>	<b>40,814,012</b>	<b>31,733,373</b>	<b>72,547,385</b>	<b>1,478,313</b>	<b>1,668,406</b>	<b>3,146,719</b>	<b>3.76%</b>	<b>5.55%</b>	<b>4.53%</b>

2023 REVENUE REPORT

ACCOUNT NAME	2021 RECORDED	2022 BUDGET	2022 RECEIVED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COMM. RECOMM.	2023 BUDGET
<b>REVENUE SUMMARY</b>						
TAXES	298,360	195,500	240,778	183,000	183,000	183,000
INTERGOVERNMENTAL REVENUES-STATE	3,182,580	2,824,584	3,861,485	2,806,208	2,806,208	2,806,208
LICENSES AND PERMITS	9,487,194	8,608,100	10,319,821	9,132,950	9,132,950	9,132,950
CHARGES FOR SERVICES	4,251,052	4,062,114	4,082,049	4,176,212	4,176,212	4,176,212
MISCELLANEOUS REVENUES	472,361	41,000	119,519	36,000	36,000	36,000
OTHER FINANCING SOURCES	201,220	7,365,618	1,127,378	3,533,170	4,033,170	6,207,905
TOTAL - GENERAL FUND	17,892,767	23,096,916	19,751,030	19,867,540	20,367,540	22,542,275
INCOME FROM SEWER FUND	3,041,860	8,806,936	4,550,159	9,654,200	9,273,358	9,273,358
INCOME FROM WATER FUND	5,034,411	5,929,108	4,767,912	6,419,896	6,166,078	6,166,078
TOTAL REVENUES	25,969,037	37,832,960	29,069,101	35,941,636	35,806,976	37,981,711

# 2023 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2021 RECORDED	2022 BUDGET	2022 RECEIVED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COMM. RECOMM.	2023 BUDGET
<b>TAXES</b>							
1 - 3120	YIELD TAX	5,990	3,500	2,463	1,000	1,000	1,000
1 - 3125	EXCAVATION TAX	-	-	1,842	-	-	-
1 - 3130	BOAT TAX	30,241	25,000	26,745	27,000	27,000	27,000
	INTEREST AND PENALTIES	262,128	167,000	209,729	155,000	155,000	155,000
		298,360	195,500	240,778	183,000	183,000	183,000

# 2023 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2021 RECORDED	2022 BUDGET	2022 RECEIVED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COMM. RECOMM.	2023 BUDGET
<b>INTEREST AND PENALTIES</b>							
1 - 3160	INTEREST-CURRENT YR. PROP TAX	20,090	27,000	27,061	25,000	25,000	25,000
1 - 3161	INTEREST-PRIOR YRS. PROP TAX	105,949	75,000	63,747	75,000	75,000	75,000
1 - 3183	TAX LIEN INTEREST-2020 LEVY	14,596	25,000	30,901	25,000	25,000	25,000
1 - 3184	TAX LIEN INTEREST-2019 LEVY	44,691	20,000	42,969	20,000	20,000	20,000
1 - 3185	TAX LIEN INTEREST-2018 LEVY	62,905	-	18,121	-	-	-
1 - 3186	TAX LIEN INTEREST-2017 LEVY	10,681	-	10,608	-	-	-
1 - 3187	TAX LIEN INTEREST-2016 LEVY	302	-	963	-	-	-
1 - 3191	TAX LIEN INTEREST-2021 LEVY	-	20,000	13,115	10,000	10,000	10,000
		262,128	167,000	209,729	155,000	155,000	155,000



# 2023 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2021 RECORDED	2022 BUDGET	2022 RECEIVED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COMM. RECOMM.	2023 BUDGET
<b>INTERGOVERNMENTAL REVENUES-STATE</b>							
1 - 3207	MEALS & ROOMS	2,256,695	2,200,000	2,675,895	2,200,000	2,200,000	2,200,000
1 - 3202	HIGHWAY BLOCK GRANT	651,996	523,584	659,857	534,208	534,208	534,208
1 - 3215	OTHER GOVERNMENTAL REVENUE	273,890	101,000	525,733	72,000	72,000	72,000
		3,182,580	2,824,584	3,861,485	2,806,208	2,806,208	2,806,208

# 2023 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2021 RECORDED	2022 BUDGET	2022 RECEIVED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COMM. RECOMM.	2023 BUDGET
<b>LICENSES AND PERMITS</b>							
1 - 3240	AUTO PERMITS	7,233,488	7,000,000	7,225,986	7,500,000	7,500,000	7,500,000
1 - 3243	DOG LICENSES	28,518	16,000	22,566	18,000	18,000	18,000
	BUSINESS LICENSES, PERMITS, FEES	2,225,188	1,592,100	3,071,270	1,614,950	1,614,950	1,614,950
		9,487,194	8,608,100	10,319,821	9,132,950	9,132,950	9,132,950

# 2023 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2021 RECORDED	2022 BUDGET	2022 RECEIVED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COMM. RECOMM.	2023 BUDGET
<b>BUSINESS LICENSES, PERMITS, FEES</b>							
1 - 3224	OTHER BUSINESS LICENSES	36	-	27	-	-	-
1 - 3239	MUNICIPAL AGENT FEE	116,922	110,000	116,343	116,000	116,000	116,000
1 - 3241	TITLE FEES	16,280	15,000	14,698	15,500	15,500	15,500
1 - 3242	MARRIAGE LICENSES	1,645	1,200	1,991	1,500	1,500	1,500
1 - 3259	STREET OPENING-ENGINEERING	4,500	1,000	2,475	2,000	2,000	2,000
1 - 3260	BUILDING PERMITS	1,453,015	950,000	2,125,309	950,000	950,000	950,000
1 - 3261	ELECTRICAL PERMITS	190,269	105,000	243,540	115,000	115,000	115,000
1 - 3262	PLUMBING PERMITS	95,071	65,000	125,875	70,000	70,000	70,000
1 - 3263	GAS PERMITS (& OTHER)	90,685	75,000	137,065	75,000	75,000	75,000
1 - 3265	FOOD SERVICE LICENSE	49,855	45,000	54,430	45,000	45,000	45,000
1 - 3266	TATTOO PARLOR LICENSE	4,150	3,500	4,550	3,500	3,500	3,500
1 - 3268	MASSAGE LICENSE	1,000	900	1,100	950	950	950
1 - 3269	OTHER HEALTH DEPT. LICENSES	200	250	300	250	250	250
1 - 3365	LANDFILL-PERMITS	175,880	195,000	218,070	195,000	195,000	195,000
1 - 3366	ANIMAL CONTROL FEES	100	250	-	250	250	250
1 - 3371	SEPTIC INSPECTION FEES	25,580	25,000	25,380	25,000	25,000	25,000
		2,225,188	1,592,100	3,071,270	1,614,950	1,614,950	1,614,950

# 2023 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2021 RECORDED	2022 BUDGET	2022 RECEIVED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COMM. RECOMM.	2023 BUDGET
<b>CHARGES FOR SERVICES</b>							
	INCOME FROM DEPARTMENTS	3,322,052	3,166,272	3,270,159	3,276,038	3,276,038	3,276,038
1 - 3620	RENT OF TOWN PROPERTY	16,771	17,088	17,605	16,215	16,215	16,215
1 - 3625	INCOME FROM SCHOOL	314,667	358,682	259,143	303,826	303,826	303,826
1 - 3630	COURT HOUSE LEASE	420,072	420,072	422,149	430,133	430,133	430,133
1 - 3305	OUTSIDE POLICE DETAIL	177,490	100,000	112,993	150,000	150,000	150,000
		4,251,052	4,062,114	4,082,049	4,176,212	4,176,212	4,176,212

## 2023 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2021 RECORDED	2022 BUDGET	2022 RECEIVED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COMM. RECOMM.	2023 BUDGET
<b>INCOME FROM DEPARTMENTS</b>							
1 - 3180	MISCELLANEOUS CHARGES	525	500	3,268	500	500	500
1 - 3230	ELECTIONS & REGISTRATION	736	600	686	400	400	400
1 - 3244	CIVIL FORFEITURE	28,113	5,000	19,375	10,000	10,000	10,000
1 - 3245	UCC FILINGS	9,675	8,000	9,255	8,000	8,000	8,000
1 - 3246	CERTIFIED COPIES	11,579	11,000	14,343	11,500	11,500	11,500
1 - 3247	RECORDING & OTHER	5,335	2,000	5,439	4,500	4,500	4,500
1 - 3248	COLLECTION FEES	1,152	1,000	1,296	1,000	1,000	1,000
1 - 3249	MISCELLANEOUS-TOWN CLERK	263	1,000	403	500	500	500
1 - 3232	MAPS, COPIES, ETC.	510	400	531	400	400	400
1 - 3237	PLANNING BOARD	294,434	125,000	51,077	25,000	25,000	25,000
1 - 3231	PUBLIC HEARINGS (BOA)	11,685	8,000	11,100	8,000	8,000	8,000
1 - 3300	POLICE ALARM PERMITS	2,075	2,000	1,900	2,000	2,000	2,000
1 - 3301	PISTOL PERMITS	2,230	2,700	1,140	2,000	2,000	2,000
1 - 3302	FINGERPRINTING	465	250	330	250	250	250
1 - 3303	PAWN SHOP REGISTRATIONS	18,750	18,750	20,103	18,750	18,750	18,750
1 - 3304	POLICE REPORTS	1,854	1,600	2,049	1,600	1,600	1,600
1 - 3306	POLICE ALARMS	13,225	13,000	23,975	13,000	13,000	13,000

# 2023 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2021 RECORDED	2022 BUDGET	2022 RECEIVED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COMM. RECOMM.	2023 BUDGET
1 - 3307	PARKING FINES	530	350	215	350	350	350
1 - 3308	OTHER POLICE DEPT. INCOME	3,896	2,500	2,250	2,500	2,500	2,500
1 - 3309	WITNESS FEES	373	-	34	-	-	-
1 - 3330	FIRE PERMITS	60,071	55,000	85,733	55,000	55,000	55,000
1 - 3332	FIRE ALARM MONITORING FEES	117,950	120,000	120,805	105,000	105,000	105,000
1 - 3333	AMBULANCE FEES	1,567,623	1,650,000	1,636,974	1,850,000	1,850,000	1,850,000
1 - 3335	OTHER FIRE DEPT. INCOME	4,551	3,000	3,806	3,250	3,250	3,250
1 - 3336	CPR TRAINING EDUCATION-PUBLIC	60	5,000	1,260	5,040	5,040	5,040
1 - 3360	CEMETERY LOTS	36,345	17,000	20,630	20,000	20,000	20,000
1 - 3361	CEMETERY OPENINGS	57,550	50,000	44,330	50,000	50,000	50,000
1 - 3364	LANDFILL-REVENUE SHARING	47,448	40,000	37,125	40,000	40,000	40,000
1 - 3368	LANDFILL-TONNAGE CHARGES	452,056	420,000	395,530	420,000	420,000	420,000
1 - 3382	WELFARE LIENS	7,325	1,000	33,155	1,000	1,000	1,000
1 - 3400	RECREATION CHARGES	-	4,000	-	4,000	4,000	4,000
1 - 3401	LIBRARY REVENUE	9,130	7,000	3,374	4,000	4,000	4,000
1 - 3404	SENIOR CENTER REVENUE	10,275	10,000	10,457	10,000	10,000	10,000
1 - 3450	SEWER ADMIN. CHARGE	249,080	266,943	266,943	257,246	257,246	257,246
1 - 3452	SCTV ADMIN. CHARGE	7,500	7,500	7,500	7,500	7,500	7,500

# 2023 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2021 RECORDED	2022 BUDGET	2022 RECEIVED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COMM. RECOMM.	2023 BUDGET
1 - 3460	WATER ADMIN. CHARGE	276,722	300,435	300,435	327,752	327,752	327,752
1 - 3640	COURT FINES	2,904	1,500	2,767	2,000	2,000	2,000
1 - 3780	INTERFUND TRANSFER	604	4,244	130,430	4,000	4,000	4,000
		3,322,052	3,166,272	3,270,159	3,276,038	3,276,038	3,276,038

# 2023 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2021 RECORDED	2022 BUDGET	2022 RECEIVED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COMM. RECOMM.	2023 BUDGET
<b>MISCELLANEOUS REVENUES</b>							
1 - 3600	INTEREST EARNINGS	19,894	25,000	61,222	20,000	20,000	20,000
1 - 3710	SALE OF TOWN PROPERTY	296,302	1,000	43,723	1,000	1,000	1,000
1 - 3740	MISCELLANEOUS REVENUES	48,508	15,000	14,575	15,000	15,000	15,000
		472,361	41,000	119,519.10	36,000	36,000	36,000



# 2023 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2021 RECORDED	2022 BUDGET	2022 RECEIVED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COMM. RECOMM.	2023 BUDGET
<b>OTHER FINANCING SOURCES</b>							
1 - 3670	OTHER FINANCING SOURCES	75,070	909,699	999,681	582,652	582,652	582,652
1 - 3610	INTEREST EARNINGS-TRUST FUND	29,122	20,000	33,363	25,000	25,000	25,000
1 - 3615	BOND AND NOTE PROCEEDS	-	1,350,001	-	1,339,600	1,339,600	1,339,600
1 - 3616	AMORTIZED BOND PREMIUM	15,918	15,918	15,918	15,918	15,918	15,918
1 - 3700	PILOT	81,109	70,000	78,416	70,000	70,000	70,000
1 - 3800	USE OF FUND BALANCE	-	5,000,000	-	1,500,000	2,000,000	4,174,735
		201,220	7,365,618	1,127,378.11	3,533,170	4,033,170	6,207,905

**2023 BUDGET**

DEPT.	2021 EXPENDED	2022 BUDGET	2022 EXPENDED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b><i>SELECTMEN/COURT SUMMARY</i></b>						
SELECTMEN	60,340	60,647	63,556	62,722	60,669	60,669
DISTRICT COURT	97,431	127,342	150,306	106,523	106,523	93,323
TOTAL - SELECTMEN/COURT	157,771	187,989	213,863	169,245	167,192	153,992

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>SELECTMEN</b>							
10100 - 4090	REGULAR PAY	14,459	15,000	15,000	15,000	15,000	15,000
10100 - 4092	TEMPORARY PAY	2,256	2,300	3,066	2,500	2,500	2,500
10100 - 4172	WORKERS' COMPENSATION	41	42	31	49	49	49
10100 - 4174	FICA-SOCIAL SECURITY	1,279	1,324	1,382	1,339	1,339	1,339
10100 - 4177	UNEMPLOYMENT COMPENSATION	11	6	11	6	6	6
10100 - 4200	OFFICE SUPPLIES	867	750	544	750	750	750
10100 - 4202	TOWN REPORT/WARRANT	3,595	4,500	4,046	4,500	4,500	4,500
10100 - 4400	CONTRACTED SERVICES	2,138	3,647	6,597	5,000	4,447	4,447
10100 - 4405	MEMBERSHIPS & PUBLICATIONS	28,416	29,500	28,984	30,000	29,000	29,000
10100 - 4406	PRINTING & BINDING	2,849	800	290	800	300	300
10100 - 4410	ADVERTISING	4,429	2,778	3,605	2,778	2,778	2,778
TOTAL		60,340	60,647	63,556	62,722	60,669	60,669

2023 PERSONNEL WORKSHEET

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
SELECTMEN - 10100				
4090	SELECTMEN (5)	0	15,000	15,000
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			15,000	15,000

**2023 BUDGET WORKSHEET****DEPT NAME - SELECTMEN****DEPT # - 10100**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4092	Temporary Pay	2,500	Recording secretary & staff support for Selectmen business and meetings. (2 hour minimum)	Recording secretary & staff support for Selectmen business and meetings. (2 hour minimum)
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	4,447	Outside contracted services to tow vehicles, equipment, and misc. items to auction, generally held annually in May & October.	Outside contracted services to tow vehicles, equipment, and misc. items to auction, generally held annually in May & October.
4405	Memberships	29,000	NH Municipal Association	NH Municipal Association
4406	Printing & Binding	300	Printing of proposed and approved budget.	Printing of proposed and approved budget.
4410	Advertising	2,778	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.

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b><i>DISTRICT COURT</i></b>							
10200 - 4201	MAINTENANCE SUPPLIES	2,927	2,500	2,756	2,750	2,750	2,750
10200 - 4450	TELEPHONE	338	332	347	332	332	332
10200 - 4452	BUILDING MAINTENANCE	24,507	44,897	36,031	24,341	24,341	12,719
10200 - 4457	GROUNDS MAINTENANCE	2,541	1,800	2,691	4,078	4,078	2,500
10200 - 4470	GENERAL LIABILITY	337	385	432	511	511	511
10200 - 4491	PROPERTY INSURANCE	4,363	4,691	4,868	5,401	5,401	5,401
10200 - 4495	HEAT	28,243	26,266	27,891	34,231	34,231	34,231
10200 - 4496	ELECTRICITY	33,137	34,070	30,513	33,613	33,613	33,613
10200 - 4497	OTHER UTILITIES	1,040	1,281	708	1,266	1,266	1,266
10200 - 4498	BUILDING REPAIRS	-	11,120	44,070	-	-	-
TOTAL		97,431	127,342	150,306	106,523	106,523	93,323

## 2023 BUDGET WORKSHEET

DEPT NAME - DISTRICT COURT

DEPT # - 10200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4201	Maintenance Supplies	2,750	Paper towels, toilet tissue, soap, plastic trash liners, 2,750	Paper towels, toilet tissue, soap, plastic trash liners, 2,000
4450	Telephone	332	Elevator telephone line charge 332	Elevator telephone line charge 332
4452	Building Maintenance	12,719	HVAC / Burner maintenance 3,420 Elevator Maintenance \$144/mo. 1,728 Elevator State Inspection 145 Alarm system monitoring 174 Pest control (57/mo.) 684 Window cleaning outside 585 Fire Safety Equipment Maintenance 350 Building Fire Alarm Services 633 General maintenance to building 5,000	HVAC / Burner maintenance 3,420 Elevator Inspection \$196/mo. 2,352 Elevator State Inspection 50 Alarm system monitoring 192 Pest control (54/mo.) 648 Window cleaning outside 585 Building Fire Alarm Test (2) 1,000 General maintenance to building 5,000 Interior Painting 24,250 Parking Lot Lighting 7,400
4457	Grounds Maintenance	2,500	Plantings, mulch, etc 2,500	Plantings, mulch, etc 1,800
4470	General Liability	511	Liability coverage (allocation based on percentage of overall expenditures) (estimated 5% increase over 2022/23 rates)	Liability coverage (allocation based on percentage of overall expenditures) (estimated 5% increase over 2021/22 rates)
4491	Property Insurance	5,401	Insurance for building (estimated 5% increase over 2022/23 rates)	Insurance for building (estimated 5% increase over 2021/22 rates)

## 2023 BUDGET WORKSHEET

DEPT NAME - DISTRICT COURT

DEPT # - 10200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4495	Heat	34,231	Heating and air conditioning costs.	Heating and air conditioning costs. 11,177 gals. Oil @ \$2.35
4496	Electricity	33,613	Electricity for Court House building and parking lot lighting	Electricity for Court House building and parking lot lighting  Based on 2019 34,070
4497	Other Utilities	1,266	Sewer and Water 3 Year WA + 7%	1,281 Sewer and Water Level funded
4498	Building Repairs	-	-	Drop Ceilings 11,120



2023 BUDGET						
DEPT.	2021 EXPENDED	2022 BUDGET	2022 EXPENDED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>TOWN MANAGER SUMMARY</b>						
TOWN MANAGER	471,808	563,903	524,531	566,642	527,309	566,642
LEGAL	168,036	158,700	270,605	158,700	158,700	158,700
HUMAN RESOURCES	356,318	379,313	373,815	377,125	377,125	377,125
EMPLOYEE BENEFITS	1,412,786	1,477,411	1,521,156	1,554,595	1,554,595	1,554,595
BOARDS & COMMITTEES	29,221	24,951	24,853	26,993	25,791	25,791
TOWN BUILDINGS	221,809	227,392	276,411	206,734	205,525	205,525
TOTAL - TOWN MANAGER	2,659,978	2,831,670	2,991,370	2,890,789	2,849,045	2,888,378

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>TOWN MANAGER</b>							
10300 - 4090	REGULAR PAY	297,584	337,730	348,956	355,837	355,837	355,837
10300 - 4092	TEMPORARY PAY	9,750	17,056	7,618	33,800	-	33,800
10300 - 4170	RETIREMENT	37,292	47,486	49,243	49,089	49,089	49,089
10300 - 4171	DISABILITY INSURANCE	2,016	2,502	2,534	2,550	2,550	2,550
10300 - 4172	WORKERS' COMPENSATION	822	893	638	1,092	1,092	1,092
10300 - 4174	FICA-SOCIAL SECURITY	22,270	28,446	26,608	29,807	29,807	29,807
10300 - 4176	HEALTH INSURANCE	93,673	115,053	80,045	80,660	80,660	80,660
10300 - 4177	UNEMPLOYMENT COMPENSATION	101	140	141	140	140	140
10300 - 4178	LIFE INSURANCE	730	828	828	882	882	882
10300 - 4179	DENTAL INSURANCE	3,272	3,681	2,827	2,510	2,510	2,510
10300 - 4200	OFFICE SUPPLIES	951	2,000	1,568	2,000	400	2,000
10300 - 4405	MEMBERSHIPS & PUBLICATIONS	1,513	2,913	2,514	2,950	1,950	2,950
10300 - 4407	VOUCHERED EXPENSE	-	525	231	525	325	525
10300 - 4408	VEHICLE EXPENSE	-	250	8	400	200	400
10300 - 4453	MEETINGS & TRAINING	265	4,000	770	4,000	1,667	4,000

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
10300 - 4600	OFFICE FURNITURE & EQUIPMENT	1,568	400	-	400	200	400
	TOTAL	471,808	563,903	524,531	566,642	527,309	566,642

2023 PERSONNEL WORKSHEET

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
TOWN MANAGER - 10300				
4090	TOWN MANAGER	0	153,758	153,758
	ASSISTANT TOWN MANAGER	0	115,000	128,544
	EXECUTIVE ASSISTANT	0	68,972	73,535
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			337,730	355,837

## 2023 BUDGET WORKSHEET

DEPT NAME - TOWN MANAGER

DEPT # - 10300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4092	Temporary Pay	33,800	Right to Know Specialist (25 hrs/wk) 33,800	Right to Know Specialist (25 hrs/wk) 17,056 (cut in half in 2022)
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	2,950	NH Municipal Managers Association 110 Dues (NHMMA) ICMA Dues - Town Manager 1,250 ICMA Dues - Assistant Town Manager 1,100 Union Leader 240 NH Town and City (publication) 50 Misc dues/publications 200	NH Municipal Managers Association 110 Dues (NHMMA) ICMA Dues - Town Manager 1,250 ICMA Dues - Assistant Town Manager 1,100 Union Leader 203 NH Town and City (publication) 50 Misc dues/publications 200
4407	Vouchered Expense	525	Employee recognition 525	Employee recognition 525
4408	Vehicle Expense	400	Mileage reimbursement for Town Manager & Assistant Town Manager	Mileage reimbursement for Town Manager & Assistant Town Manager
4453	Meetings & Training	4,000	Conferences for Town Manager 2,500 Per contract Conferences for Assistant Town Manager 1,500	Conferences for Town Manager 2,500 Per contract Conferences for Assistant Town Manager 1,500
4600	Office Furniture & Equipment	400	New chair and whiteboard 400	Filing cabinet (for clerk) 400

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>LEGAL</b>							
10310 - 4399	LEGAL SERVICES	159,401	150,000	263,246	150,000	150,000	150,000
10310 - 4400	CONTRACTED SERVICES	4,472	5,700	3,668	5,700	5,700	5,700
10310 - 4405	MEMBERSHIPS & PUBLICATIONS	4,163	3,000	3,691	3,000	3,000	3,000
TOTAL		168,036	158,700	270,605	158,700	158,700	158,700

**2023 BUDGET WORKSHEET****DEPT NAME - LEGAL****DEPT # - 10310**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4399	Legal Services	150,000	Outside legal services (2019-2021, 3-year weighted average=161,020)	Outside legal services (2018-2020, 3-year weighted average=129,982)
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

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>HUMAN RESOURCES</b>							
10320 - 4090	REGULAR PAY	162,136	164,717	142,044	171,289	171,289	171,289
10320 - 4092	TEMPORARY PAY	36,429	36,480	46,221	40,277	40,277	40,277
10320 - 4170	RETIREMENT	20,681	23,158	23,719	23,629	23,629	23,629
10320 - 4171	DISABILITY INSURANCE	1,346	1,474	1,493	1,507	1,507	1,507
10320 - 4172	WORKERS' COMPENSATION	440	484	337	593	593	593
10320 - 4174	FICA-SOCIAL SECURITY	14,333	15,392	13,867	16,185	16,185	16,185
10320 - 4176	HEALTH INSURANCE	39,888	43,980	43,938	43,938	43,938	43,938
10320 - 4177	UNEMPLOYMENT COMPENSATION	101	105	108	105	105	105
10320 - 4178	LIFE INSURANCE	516	534	534	534	534	534
10320 - 4179	DENTAL INSURANCE	1,412	1,412	1,412	1,444	1,444	1,444
10320 - 4200	OFFICE SUPPLIES	684	1,500	298	700	700	700
10320 - 4400	CONTRACTED SERVICES	174	278	10,546	278	278	278
10320 - 4405	MEMBERSHIPS & PUBLICATIONS	711	637	646	646	646	646
10320 - 4406	PRINTING & BINDING	-	200	-	100	100	100
10320 4408	VEHICLE EXPENSE	-	-	30	-	-	-



**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
10320 - 4410	ADVERTISING	825	500	900	900	900	900
10320 - 4423	MEDICAL EXAMS/HIRING	9,424	15,000	18,962	18,000	18,000	18,000
10320 - 4444	MEDIATION/NEGOTIATION	66,663	70,000	68,559	55,000	55,000	55,000
10320 - 4453	MEETINGS & TRAINING	55	2,450	200	1,800	1,800	1,800
10320 - 4905	JOINT LOSS SAFETY COMMITTEE	501	1,012	-	200	200	200
TOTAL		356,318	379,313	373,815	377,125	377,125	377,125

**2023 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
HUMAN RESOURCES - 10320				
4090	HUMAN RESOURCES DIRECTOR	0	101,498	105,554
	EMPLOYEE RELATIONS COORDINATOR	0	63,219	65,735
			-----	-----
			164,717	171,289

**2023 BUDGET WORKSHEET**
**DEPT NAME - HUMAN RESOURCES**
**DEPT # - 10320**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4092	Temporary Pay	40,277	Part time HR Specialist (24 hours/week) 40,277	Part time HR Specialist (24 hours/week) 36,480
4200	Office Supplies	700	Paper, pencils, pens, binders, file folders, paper clips, envelopes, etc. 700	Paper, pencils, pens, binders, file folders, paper clips, envelopes, etc. 1,100 Filing cabinet, 4 drawer 400
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 4 participants. 278
4405	Membership & Publications	646	IPMA-HR (Required for exams) 417 Society for Human Resources (HR Director) 229	IPMA-HR (Required for exams) 417 Society for Human Resources (HR Director) 220
4406	Printing & Binding	100	Printing costs for manuals, insurance information and wellness program documents.	Printing costs for manuals, insurance information and wellness program documents.
4410	Advertising	900	Advertising for vacancies for most non-major departments, also includes advertising for management or professional positions. Includes Internet, Mass Municipal, Maine Municipal and professional publications.	Advertising for vacancies for most non-major departments, also includes advertising for management or professional positions. Includes Internet, Mass Municipal, Maine Municipal and professional publications.
4423	Medical Exams/Hiring	18,000	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.

**2023 BUDGET WORKSHEET****DEPT NAME - HUMAN RESOURCES****DEPT # - 10320**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4444	Mediation / Negotiation	55,000	Legal assistance relating to 5 labor contracts, including negotiation, mediation, labor relations, arbitration cases, and grievances. union contracts negotiation	Legal assistance relating to 5 labor contracts, including negotiation, mediation, labor relations, arbitration cases, and grievances. union contracts negotiation -2 expiring in 2023
4453	Meetings & Training	1,800	Mileage costs (.585 per mile) for HR employee training, including Primex free training, Annual Public Sector Labor and Employment Law Update, continuing education seminars and HR Certifications. Labor/Arbitration Update.	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.
4905	Joint Loss Safety Committee	200	Per Dept. of Labor LAB 603.02 Establishment of a JLMC that states: "the committee shall have control over a portion of the budget."	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)

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>EMPLOYEE BENEFITS</b>							
10330 - 4090	REGULAR PAY	22,029	20,000	40,819	34,225	34,225	34,225
10330 - 4109	EMPLOYEE RETIREMENT BEN.	547,521	460,673	447,433	503,396	503,396	503,396
10330 - 4114	ANNUAL SICK/VAC LEAVE BUY-BAC	179,533	171,110	178,812	177,402	177,402	177,402
10330 - 4176	HEALTH INSURANCE	1,194,162	797,465	822,921	816,711	816,711	816,711
10330 - 4223	ACADEMIC REIMBURSEMENT	16,005	25,270	28,302	20,000	20,000	20,000
10330 - 4400	CONTRACTED SERVICES	2,861	2,893	2,869	2,861	2,861	2,861
TOTAL		1,412,786	1,477,411	1,521,156	1,554,595	1,554,595	1,554,595

**2023 BUDGET WORKSHEET****DEPT NAME - EMPLOYEE BENEFITS****DEPT # - 10330**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4090	Regular Pay	34,255	Represents Non-Affiliate pool to be allocated in 2023 for the following employees not associated with a union contract: Town Manager, Assistant Town Manager, Executive Assistant, HR Director, Employee Relations Coord, HR Admin Asst., Finance Director, Assistant Finance Director, Municipal Services Director, Fire Chief, Police Chief, Town Clerk, and Tax Collector. Amount calculated based on 2.5% of budgeted annual salaries for 9 months. Total request includes \$27,293 in salary and \$6,962 in associated benefits.	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 originally calculated based on 4% of budgeted annual salaries for 9 months. Total request includes \$38,950 in salary and \$10,292 in associated benefits.
4109	Employee Retirement Benefits	503,396	Funding for buy-outs of sick and vacation accruals for terminating employees.	Funding for buy-outs of sick and vacation accruals for terminating employees.
4114	Annual Sick/Vacation Leave Buy-Back	177,402	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.

**2023 BUDGET WORKSHEET****DEPT NAME - EMPLOYEE BENEFITS****DEPT # - 10330**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4176	Health Insurance	816,711	Health insurance premiums for eligible duty-related disability retirees from Police and Fire, according to their Union contract. Budgeted amount is net of the subsidy amount received on behalf of the many of the retirees. Covers 36 retirees (27 PD/9FD).	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).
4223	Academic Reimbursement	20,000	Employee reimbursement for cost of tuition, fees and books for job related courses as required by SEA, SPAA, AFSCME, Police, Fire, and non-affiliated contracts.	Employee reimbursement for cost of tuition, fees and books for job related courses as required by SEA, SPAA, AFSCME, Police, Fire, and non-affiliated contracts.
4400	Contracted Services	2,861	The Employee Assistance Program (EAP) is a proactive resource that provides cost-free, confidential counseling sessions and professional referrals to employees. \$1.37/employee/month @ 174 2,861	The Employee Assistance Program (EAP) is a proactive resource that provides cost-free, confidential counseling sessions and professional referrals to employees. \$1.37/employee/month @ 176 2,893

2023 BUDGET						
DEPT.	2021 EXPENDED	2022 BUDGET	2022 EXPENDED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>BOARDS &amp; COMMITTEES SUMMARY</b>						
PLANNING BOARD	3,685	4,003	2,568	3,164	3,164	3,164
BOARD OF ADJUSTMENT	2,290	1,757	2,041	1,508	1,508	1,508
BUDGET COMMITTEE	1,882	1,795	2,165	1,925	723	723
CONSERVATION COMMISSION	1,906	2,179	2,209	2,179	2,179	2,179
TRUSTEE OF TRUST FUNDS	19,436	15,217	15,869	18,217	18,217	18,217
TOTAL-BOARDS & COMMITTEE	29,198	24,951	24,853	26,993	25,791	25,791



**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>PLANNING BOARD</b>							
10341 - 4092	TEMPORARY PAY	2,536	2,500	2,019	2,000	2,000	2,000
10341 - 4172	WORKERS' COMPENSATION	6	6	4	6	6	6
10341 - 4174	FICA-SOCIAL SECURITY	194	191	154	153	153	153
10341 - 4177	UNEMPLOYMENT COMPENSATION	11	6	12	5	5	5
10341 - 4210	OPERATING SUPPLIES	397	500	30	500	500	500
10341 - 4405	MEMBERSHIPS & PUBLICATIONS	-	100	-	-	-	-
10341 - 4410	ADVERTISING	540	600	348	400	400	400
10341 - 4453	MEETINGS & TRAINING	-	100	-	100	100	100
SUBTOTAL		3,685	4,003	2,568	3,164	3,164	3,164

**2023 BUDGET WORKSHEET****DEPT NAME - PLANNING BOARD****DEPT # - 10341**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4092	Temporary Pay	2,000	Recording Secretary	Recording Secretary
4210	Operating Supplies	500	Photocopying, envelopes & stationery	Photocopying, envelopes & stationery
4410	Advertising	400	* Public notices	Public notices
4453	Meetings & Training	100	Training seminars/workshops	Training seminars/workshops

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

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>BOARD OF ADJUSTMENT</b>							
10342 - 4092	TEMPORARY PAY	1,667	1,000	1,593	1,000	1,000	1,000
10342 - 4172	WORKERS COMPENSATION	2	2	1	3	3	3
10342 - 4174	FICA-SOCIAL SECURITY	128	77	122	77	77	77
10342 - 4177	UNEMPLOYMENT COMPENSATION	-	3	-	3	3	3
10342 - 4210	OPERATING SUPPLIES	85	75	74	75	75	75
10342 - 4410	ADVERTISING	408	500	252	250	250	250
10342 - 4453	MEETINGS AND TRAINING	-	100	-	100	100	100
SUBTOTAL		2,290	1,757	2,041	1,508	1,508	1,508

**2023 BUDGET WORKSHEET****DEPT NAME - BOARD OF ADJUSTMENT****DEPT # - 10342**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4092	Temporary Pay	1,000	Recording Secretary	Recording Secretary
4210	Operating Supplies	75	Photocopying, envelopes & stationery, maps	Photocopying, envelopes & stationery, maps
4410	Advertising	250	* Fees associated with legal notices for petitions filed	Fees associated with legal notices for petitions filed
4453	Meetings & Training	100	Training for Board members Conference generally in the Fall	Training for Board members Conference generally in the Fall

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

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>BUDGET COMMITTEE</b>							
10343 - 4092	TEMPORARY PAY	1,154	1,011	1,310	1,114	-	-
10343 - 4172	WORKERS COMPENSATION	2	2	1	3	-	-
10343 - 4174	FICA-SOCIAL SECURITY	88	77	100	85	-	-
10343 - 4177	UNEMPLOYMENT COMPENSATION	-	3	-	3	3	3
10343 - 4210	OPERATING SUPPLIES	637	702	753	720	720	720
	SUBTOTAL	1,882	1,795	2,165	1,925	723	723

**2023 BUDGET WORKSHEET****DEPT NAME - BUDGET COMMITTEE****DEPT # - 10343**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4092	Temporary Pay	-	Recording Secretary	Recording Secretary Level funded
4210	Operating Supplies	720	Copies, public notices, binders, etc.	Copies, public notices, binders, etc. Level funded

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>CONSERVATION COMMISSION</b>							
10344 - 4092	TEMPORARY PAY	825	650	811	650	650	650
10344 - 4172	WORKERS COMPENSATION	2	2	1	2	2	2
10344 - 4174	FICA-SOCIAL SECURITY	63	50	62	50	50	50
10344 - 4177	UNEMPLOYMENT COMPENSATION	-	2	-	2	2	2
10344 - 4210	OPERATING SUPPLIES	67	100	285	100	100	100
10344 - 4405	MEMBERSHIPS & PUBLICATIONS	950	1,075	1,050	1,075	1,075	1,075
10344 - 4453	MEETINGS & TRAINING	-	300	-	300	300	300
SUBTOTAL		1,906	2,179	2,209	2,179	2,179	2,179

**2023 BUDGET WORKSHEET****DEPT NAME - CONSERVATION COMMISSION****DEPT # - 10344**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4092	Temporary Pay	650	Recording Secretary	Recording Secretary
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
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)



**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>TRUSTEE OF TRUST FUNDS</b>							
10348 - 4092	TEMPORARY PAY	20	200	128	200	200	200
10348 - 4172	WORKERS COMPENSATION	1	1	1	1	1	1
10348 - 4174	FICA-SOCIAL SECURITY	2	15	10	15	15	15
10348 - 4177	UNEMPLOYMENT COMPENSATION	-	1	-	1	1	1
10348 - 4403	TECHNICAL SERVICES	19,436	15,000	15,731	18,000	18,000	18,000
SUBTOTAL		19,458	15,217	15,869	18,217	18,217	18,217
TOTAL-BOARDS & COMMITTEES		29,221	24,951	24,853	26,993	25,791	25,791

**2023 BUDGET WORKSHEET****DEPT NAME - TRUSTEE OF TRUST FUNDS****DEPT # - 10348**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4092	Temporary Pay	200	Recording Secretary	Recording Secretary
4403	Technical Services	18,000	Management fees for Non-Expendable Trust Funds. These fees are based on the income that the funds earn. For example, higher income results in higher fees, while lower income means lower fees.	Management fees for Non-Expendable Trust Funds. These fees are based on the income that the funds earn. For example, higher income results in higher fees, while lower income means lower fees.

2023 BUDGET						
DEPT.	2021 EXPENDED	2022 BUDGET	2022 EXPENDED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>TOWN BUILDINGS SUMMARY</b>						
TOWN HALL	184,599	191,780	215,738	168,597	167,888	167,888
OLD TOWN HALL	23,587	14,234	24,549	14,650	14,150	14,150
HOSE HOUSE	3,682	4,714	5,826	4,574	4,574	4,574
OLD LIBRARY	2,728	3,490	2,874	3,746	3,746	3,746
SCHOOL HOUSE #5	1,072	1,255	1,211	1,302	1,302	1,302
DEPOT TRAIN STATION	6,141	11,919	26,212	13,865	13,865	13,865
TOTAL-TOWN BUILDINGS	221,809	227,392	276,411	206,734	205,525	205,525

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>TOWN HALL</b>							
10350 - 4201	MAINTENANCE SUPPLIES	5,035	4,000	5,083	5,000	5,000	5,000
10350 - 4440	EQUIPMENT RENTAL	1,543	482	3,244	8,290	8,290	8,290
10350 - 4450	TELEPHONE	22,625	22,857	21,432	23,292	23,292	23,292
10350 - 4451	POSTAGE	52,426	54,400	45,856	54,400	54,400	54,400
10350 - 4452	BUILDING MAINTENANCE	44,974	30,091	66,744	19,364	19,364	19,364
10350 - 4454	ELEVATOR MAINTENANCE	2,284	2,902	2,220	1,865	1,865	1,865
10350 - 4457	GROUNDS MAINTENANCE	4,315	8,261	11,357	3,500	3,500	3,500
10350 - 4459	EQUIPMENT MAINTENANCE	12,898	10,941	10,602	11,251	11,251	11,251
10350 - 4495	HEAT	14,068	15,950	16,357	17,075	17,075	17,075
10350 - 4496	ELECTRICITY	23,706	23,256	21,280	23,701	22,992	22,992
10350 - 4497	OTHER UTILITIES	727	965	720	859	859	859
10350 - 4498	BUILDING REPAIRS	-	17,675	10,844	-	-	-
SUBTOTAL		184,599	191,780	215,738	168,597	167,888	167,888

## 2023 BUDGET WORKSHEET

DEPT NAME - TOWN HALL

DEPT # - 10350

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4201	Maintenance Supplies	5,000	Paper products, cleaning supplies, light bulbs, water,	Paper products, cleaning supplies, light bulbs, water,
4440	Equipment Rental	8,290	Document disposal container-monthly service Storage Units (TM, HR, Fin., & Plan.)	Document disposal container-monthly service
4450	Telephone	23,292	Land line telephone services and fax lines. Cell phones (6)	Land line telephone services and fax lines. Cell phones (6)
			21,612	21,105
			1,680	1,752
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. (52,569)	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)
			45,160	45,160
			9,000	9,000
			240	240
4452	Building Maintenance	19,364	Maintenance contracts: HVAC/Burner maintenance Building Fire Alarm Services Alarm system monitoring/cameras Pest control (57/mo.) Window cleaning outside Fire Safety Equipment Maintenance Normal upkeep of building (repairs, maintenance, painting, plumbing, electrical and carpentry including supplies for building, walkways, doors, etc.)	Maintenance contracts: HVAC/Burner maintenance Alarm system monitoring/test Pest control (54/mo.) Window cleaning outside Fire extinguisher/maintenance and Normal upkeep of building (repairs, maintenance, painting, plumbing, electrical and carpentry including supplies for building, walkways, doors, etc.)
			4,080	4,080
			727	
			2,928	2,928
			684	648
			945	945
			1,500	2,100
			8,500	8,500

# 2023 BUDGET WORKSHEET

DEPT NAME - TOWN HALL

DEPT # - 10350

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
				Upstairs Carpeting 10,890
4454	Elevator Maintenance	1,865	Annual Maintenance \$144/mo. 1,720	Elevator Inspection \$196/mo. 2,352
			State Inspection 145	Elevator State Inspection 50
				Fire Alarm Test 500
4457	Grounds Maintenance	3,500	Fertilize, lime, seed, loam, bark mulch, shrubs, and general maint. of grounds at the Town Hall. 3,500	Fertilize, lime, seed, loam, bark mulch, shrubs, and general maint. of grounds at the Town Hall.
				Flag Poles 5,000
4459	Equipment Maintenance	11,251	Postage meter maintenance contract 720	Postage meter maintenance contract 720
			Copier maintenance contracts and services (3). Includes color copies and overages. 2,860	Copier maintenance contracts and services (3). Includes color copies and overages. 2,860
			Copier lease (2) 5,280	Copier lease (2) 5,580
			Folder/sealer maint contract 1,456	Folder/sealer maint contract 1,456
			Generator Maintenance 455	Generator Maintenance 325
			Pitney Bowes Service Agreement 1,200	
4495	Heat	17,075	Heat for Town Hall 17,075	Estimated 11,642 therms @ \$1.37 15,950
4496	Electricity	22,992	Electricity for Town Hall 22,992	Electricity for Town Hall 23,256
			3 Year weighted average + 3%	Based on 2021
4497	Other Utilities	859	Water and sewer charges 859	Water and sewer charges 965
			3 Year weighted average + 7%	Level funded
4498	Building Repairs	-	-	Basement Women's Bathroom 15,175

**2023 BUDGET WORKSHEET**

**DEPT NAME - TOWN HALL**

**DEPT # - 10350**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
				Chimney Repairs 2,500

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>OLD TOWN HALL</b>							
10351 - 4210	OPERATING SUPPLIES	-	100	-	100	100	100
10351 - 4450	TELEPHONE	1,807	1,817	1,862	1,817	1,817	1,817
10351 - 4495	HEAT	3,770	4,256	3,276	4,849	4,849	4,849
10351 - 4496	ELECTRICITY	1,089	1,001	1,321	1,067	1,067	1,067
10351 - 4497	OTHER UTILITIES	77	330	344	336	336	336
10351 - 4498	BUILDING REPAIRS	16,827	6,730	17,745	6,481	5,981	5,981
	SUBTOTAL	23,587	14,234	24,549	14,650	14,150	14,150



# 2023 BUDGET WORKSHEET

DEPT NAME - OLD TOWN HALL

DEPT # - 10351

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4210	Operating Supplies	100	Cleaning supplies	Cleaning supplies
4450	Telephone	1,817	Telephone line charge for alarm	Telephone line charge for alarm
			Internet	Internet
4495	Heat	4,849	Fuel oil for Old Town Hall.	Fuel oil for Old Town Hall.
				1,811 gal. @\$2.35
4496	Electricity	1,067	Electricity	Electricity
			3 Year weighted average + 3%	Level funded
4497	Other Utilities	336	Water Charges	Water Charges
			Septic Pumping	Septic Pumping
4498	Building Repairs	5,981	Pest control (45/mo)	Pest control (42/mo)
			Maintenance, repairs, electrical, etc.	Maintenance, repairs, electrical, etc.
			Burner Maintenance Contract	Burner Maintenance Contract
			Alarm Monitoring	Alarm Monitoring
			Building Fire Alarm Services	Fire alarm test
			Fire Safety Equipment Maintenance	3 yr wgtd avg. (3,096)

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>HOSE HOUSE</b>							
10353 - 4452	BUILDING MAINTENANCE	462	604	727	640	640	640
10353 - 4495	HEAT	1,671	1,960	2,931	1,980	1,980	1,980
10353 - 4496	ELECTRICITY	786	1,311	753	1,059	1,059	1,059
10353 - 4497	OTHER UTILITIES	762	839	1,416	895	895	895
SUBTOTAL		3,682	4,714	5,826	4,574	4,574	4,574

**2023 BUDGET WORKSHEET****DEPT NAME - HOSE HOUSE****DEPT # - 10353**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023		EXPLANATION 2022	
4452	Building Maintenance	640	Minor repairs to building	100	Minor repairs to building	100
			Pest Control (45/mo)	540	Pest Control (42/mo)	504
4495	Heat	1,980	Heat		Heat	
			3 Year weighted average + 25%		887 gals propane @ \$2.21	1,960
4496	Electricity	1,059	Electricity		Electricity	1,311
			Includes the cost of the lighting on Town Common		Includes the cost of the lighting on Town Common	
4497	Other Utilities	895	Water for the Common irrigation system and Old Cemetery		Water for the Common irrigation system and Old Cemetery	
			3 Year weighted average + 7%			

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>OLD LIBRARY</b>							
10354 - 4452	BUILDING MAINTENANCE	1,091	1,710	1,229	1,746	1,746	1,746
10354 - 4495	HEAT	1,170	1,314	1,233	1,519	1,519	1,519
10354 - 4496	ELECTRICITY	397	394	349	406	406	406
10354 - 4497	OTHER UTILITIES	70	72	64	75	75	75
SUBTOTAL		2,728	3,490	2,874	3,746	3,746	3,746

**2023 BUDGET WORKSHEET****DEPT NAME - OLD LIBRARY****DEPT # - 10354**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023		EXPLANATION 2022	
4452	Building Maintenance	1,746	Pest Control (48/mo)	576	Pest Control (45/mo)	540
			Routine Maintenance	690	Routine Maintenance	690
			Burner Maintenance	480	Burner Maintenance	480
4495	Heat	1,519	Fuel Oil		Fuel Oil	
			3 Year weighted average + 25%		559 gals @ \$2.35	1,314
4496	Electricity	406	Electricity		Electricity	
			3 Year weighted average + 3%		Level funded	394
4497	Other Utilities	75	Water charges		Water charges	
			3 Year weighted average + 7%		Level funded	

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>SCHOOL HOUSE #5</b>							
10355 - 4450	TELEPHONE	385	386	394	386	386	386
10355 - 4452	BUILDING MAINTENANCE	486	696	631	714	714	714
10355 - 4496	ELECTRICITY	201	173	186	202	202	202
	SUBTOTAL	1,072	1,255	1,211	1,302	1,302	1,302

**2023 BUDGET WORKSHEET****DEPT NAME - SCHOOL HOUSE #5****DEPT # - 10355**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>		<b>EXPLANATION 2022</b>	
4453	Telephone	386	Telephone line for security system	386	Telephone line for security system	
4452	Building Maintenance	714	Pest control (45/mo)	540	Pest control (42/mo)	504
			Alarm Monitoring	174	Alarm Monitoring	192
4496	Electricity	202	Electricity		Electricity	
			3 Year weighted average + 3%		Level funded	173

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>DEPOT TRAIN STATION</b>							
10356 - 4452	BUILDING MAINTENANCE	3,564	8,967	23,217	10,968	10,968	10,968
10356 - 4495	HEAT	1,384	1,538	1,912	1,638	1,638	1,638
10356 - 4496	ELECTRICITY	1,060	1,305	959	1,126	1,126	1,126
10356 - 4497	OTHER UTILITIES	133	109	124	133	133	133
SUBTOTAL		6,141	11,919	26,212	13,865	13,865	13,865
TOTAL-TOWN BUILDINGS		221,809	227,392	276,411	206,734	205,525	205,525



## 2023 BUDGET WORKSHEET

DEPT NAME - DEPOT TRAIN STATION

DEPT # - 10356

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4452	Building Maintenance	10,968	Building Fire Alarm services 254 Alarm monitoring 174 Fire Safety Equipment Maintenance 312 Burner maintenance contract 708 HVAC repairs 680 Pest control (70/mo) 840 Front Concrete Pad Replacement 8,000	Fire alarm inspection 375 Alarm monitoring 192 Fire extinguisher inspection 245 Burner maintenance contract 708 HVAC repairs 680 Pest control (66/mo) 792 Exterior Building Painting 5,975
4495	Heat	1,638	696 gals propane @ \$3.79/gallon 3 Year weighted average + 25%	696 gals propane @ \$2.21/gallon
4496	Electricity	1,126	Electricity 3 Year weighted average + 3%	Electricity Level funded 1,305
4497	Other Utilities	133	Water and Sewer charges 3 Year weighted average + 7%	Water and Sewer charges Level funded 109

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

2023 BUDGET						
DEPT.	2021 EXPENDED	2022 BUDGET	2022 EXPENDED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>FINANCIAL SERVICES SUMMARY</b>						
FINANCE	879,901	952,352	903,674	1,066,418	980,742	1,066,418
INFORMATION TECHNOLOGY	861,046	1,000,467	737,205	987,027	943,104	987,027
ASSESSING	391,369	457,326	413,946	472,019	451,014	472,019
TOWN CLERK	229,249	239,411	237,255	247,832	242,274	247,832
ELECTIONS	25,792	51,412	54,130	31,046	31,046	31,046
COLLECTIONS	219,439	285,493	238,219	358,066	302,001	326,038
TAX COLLECTOR	178,564	186,192	188,626	213,155	203,669	213,155
DEBT SERVICES	872,710	836,294	791,301	2,147,679	2,147,679	2,147,679
INSURANCE	432,481	453,606	490,372	482,927	482,927	482,927
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TOTAL - FINANCIAL SERVICES	4,090,550	4,462,553	4,054,728	6,006,169	5,784,456	5,974,141

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>FINANCE DEPARTMENT</b>							
20100 - 4090	REGULAR PAY	509,560	522,084	510,787	605,543	565,880	604,950
20100 - 4092	TEMPORARY PAY	41,067	37,736	37,524	40,210	40,210	40,210
20100 - 4111	TREASURER	2,500	2,500	2,500	2,500	2,500	2,500
20100 - 4170	RETIREMENT	65,864	73,406	71,817	83,534	79,063	84,024
20100 - 4171	DISABILITY INSURANCE	4,196	4,751	4,562	5,378	4,965	5,419
20100 - 4172	WORKERS' COMPENSATION	1,296	1,349	977	1,816	1,705	1,827
20100 - 4174	FICA-SOCIAL SECURITY	40,412	43,018	40,014	49,592	46,558	49,665
20100 - 4176	HEALTH INSURANCE	169,757	216,146	186,652	227,410	190,080	227,410
20100 - 4177	UNEMPLOYMENT COMPENSATION	311	280	330	315	315	315
20100 - 4178	LIFE INSURANCE	1,251	1,334	1,238	1,482	1,386	1,460
20100 - 4179	DENTAL INSURANCE	5,854	7,172	5,595	8,120	7,562	8,120
20100 - 4200	OFFICE SUPPLIES	944	1,347	1,387	1,058	1,058	1,058
20100 -4400	CONTRACTED SERVICES	2,500	5,000	5,894	4,000	4,000	4,000
20100 - 4404	AUDIT	30,660	30,660	30,660	30,660	30,660	30,660
20100 - 4405	MEMBERSHIPS & PUBLICATIONS	534	435	360	460	460	460

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
20100 - 4406	PRINTING & BINDING	1,961	1,700	2,141	1,790	1,790	1,790
20100 - 4408	VEHICLE EXPENSE	-	519	99	250	250	250
20100 - 4453	MEETINGS & TRAINING	1,064	2,665	987	2,300	2,300	2,300
20100 - 4600	OFFICE FURNITURE & EQUIP.	170	250	150	-	-	-
TOTAL		879,901	952,352	903,674	1,066,418	980,742	1,066,418

**2023 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
FINANCE - 20100				
4090	FINANCE DIRECTOR	0	133,946	139,308
	ASSISTANT FINANCE DIRECTOR	1		97,497
	ACCOUNTING AND BUDGET MANAGER (5 MONTHS)	0	81,077	39,070
	PAYROLL COORDINATOR	0	78,405	83,674
	ACCOUNTING CLERK	0	58,319	61,048
	ACCOUNTS PAYABLE	0	60,404	66,321
	UTILITY COORDINATOR	0	60,404	66,321
	UTILITY CLERK	0	49,529	51,711
			-----	
			522,084	604,950

**2023 BUDGET WORKSHEET**
**DEPT NAME - FINANCE**
**DEPT # - 20100**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4092	Temporary Pay	40,210	Part time Purchasing Agent – 27.5 hours/week	Part time Purchasing Agent – 27.5 hours/week
4111	Treasurer Pay	2,500	Compensation for Town Treasurer.	Compensation for Town Treasurer.
4200	Office Supplies	1,058	Binders, envelopes, pens, pencils, receipt books, storage boxes, adding machine tape, file folders, copies, etc.	Binders, envelopes, pens, pencils, receipt books, storage boxes, adding machine tape, file folders, copies, etc.
4400	Contracted Services	4,000	Actuarial Services for valuation of OPEBs (Other Post- Employment Benefits)	Actuarial Services for valuation of OPEBs (Other Post- Employment Benefits)
			Roll-forward valuation	Full valuation
4404	Audit	30,660	Annual financial audit (2022) and consultation calls	Annual financial audit (2021) and consultation calls
			Single Audit	Single Audit
4405	Memberships & Publications	460	NH Government Finance Officers Association (FD, Acct&BM, and Purchasing Agent)	NH Government Finance Officers Association (FD, Acct&BM, and Purchasing Agent)
			National Government Finance Officers Association (FD)	National Government Finance Officers Association (FD)
			American Purchasing Society	Notary Renewal
4406	Printing & Binding	1,790	W-2's, 1099's, and 1095 Forms	W-2's, 1099's, and 1095 Forms
			A/P checks (6,000)	A/P checks (6,000)

## 2023 BUDGET WORKSHEET

DEPT NAME - FINANCE

DEPT # - 20100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			Purchase order paper 300	Purchase order paper 300
4408	Vehicle Expense	250	Mileage reimbursement for finance personnel.	Mileage reimbursement for finance personnel.
4453	Meetings & Training	2,300	Additional as needed training for Finance staff 500	Additional as needed training for Finance staff 865
			NH Gov't Finance Officers Assoc. annual conference (Bgt Mgr) 300	NH Gov't Finance Officers Assoc. annual conference (Bgt Mgr) 300
			Continued professional education per Finance Director's employment contract 1,500	Continued professional education per Finance Director's employment contract 1,500

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>INFORMATION TECHNOLOGY</b>							
20200 - 4210	OPERATING SUPPLIES	14,968	20,000	12,187	16,340	16,340	16,340
20200 - 4400	CONTRACTED SERVICES	789,250	925,158	680,887	927,772	883,849	927,772
20200 - 4459	EQUIPMENT MAINTENANCE	7,843	11,585	5,654	11,740	11,740	11,740
20200 - 4701	COMPUTER EQUIP ACQUISITION	49,175	43,724	38,478	31,175	31,175	31,175
TOTAL		861,046	1,000,467	737,205	987,027	943,104	987,027



## 2023 BUDGET WORKSHEET

DEPT NAME - INFORMATION TECHNOLOGY

DEPT # - 20200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4210	Operating Supplies	16,340	PC accessories 250 Security/ID supplies 600 Computer paper/labels 1,500 Printer supplies 13,990	PC accessories 500 Security/ID supplies 600 Computer paper/labels 1,500 Printer supplies 17,400
4400	Contracted Services	927,772	Contracted IT support ( out to bid) 450,000 (includes support/backup/callouts) Contracted IT (Other projects) 15,000 Internet Access (Townwide and ITS) 9,655 Town Website-Hosting, maintenance, 4,056 additions & updates Wiring & support services 3,000 Wiring/set up for PD workstations - Telephone / Voicemail / Internet / 5,000 Network (svc calls) Pole licenses (Townwide Fiber) 400 Higgins (Security/ID maintenance) 335 Wiring and fiber support service 9,000  Xirrus Wireless Services 2,740 Xirrus Police Smart Option 2,500 VueWorks Support Services (25 hours) 5,000 SonicWall (Town Hall and PD (ITS 5,010 renews in 2024)) IT: Comcast internet circuit with 13 4,200 public IP-ITS Antivirus (Sophos) 12,000  <b>Software Maintenance Agreements:</b>	Contracted IT support ( out to bid) 450,000 (includes support/backup/callouts) Contracted IT (Other projects) 15,000 Internet Access (Townwide and ITS) 9,552 Town Website-Hosting, maintenance, 3,938 additions & updates Wiring & support services 2,000 Wiring/set up for PD workstations 4,500 Telephone / Voicemail / Internet / 3,600 Network (svc calls) Pole licenses (Townwide Fiber) 400 Higgins (Security/ID maintenance) 335 Wiring and fiber support service 8,800 (includes time for Town Fiber analysis) Xirrus Wireless Services 2,740 Xirrus Police Smart Option 2,500 VueWorks Support Services (25 hours) 5,000 SonicWall (Town Hall and PD) 5,000  IT: Comcast internet circuit with 13 4,200 public IP-ITS  <b>Software Maintenance Agreements:</b>

## 2023 BUDGET WORKSHEET

DEPT NAME - INFORMATION TECHNOLOGY

DEPT # - 20200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			BOS: Box (10 seats)	1,800
		1,800	BOS: DocuSign	3,600
		3,900	Finance: Munismart	48,847
		50,545	Time and Attendance Service	7,632
		8,027	Time and Attendance Service-add PD	7,632
			IT: Microsoft 365	39,288
		63,600	IT: Microsoft Exchange Online	24,750
			IT: Microsoft Office (250 Lic)	1,000
			IT: Active directory auditing	2,900
			IT: Eventlog analyzer	3,000
		3,000	IT: Solarwinds	900
		900	IT: Veeam/StorageCraft BC software for SQL server	4,224
			IT: Imaging software for ITS workstations in 4 field workstation	8,804
		4,300	Assessing: Vision Appraisal-Software maintenance (web-hosting included in Assessing budget)	4,400
		9,591	Town Clerk: Interware - E-Reg Client/User Licenses	8,700
		6,805	CD: ArcInfo, ArcGIS, ArcView, ArcPad-GIS (ESRI)	4,800
		8,700	CD: MapGeo Public-facing GIS web services (hosting and maintenance)	6,116
		7,300	Automated updates \$2,500	240
			Adobe pro subscription (30 users)	3,675
		6,116	CD: Adobe Photoshop license	1,500
		240	CD: CIP Management Software	180
		4,200	PD: Acorn - Telephone Recording	
		1,500	PD: Openfox Messenger License and Maintenance	
		180		

## 2023 BUDGET WORKSHEET

DEPT NAME - INFORMATION TECHNOLOGY

DEPT # - 20200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			PD: Crew Sense - Scheduling software (50% offset)	PD: Crew Sense - Scheduling software (50% offset)
		8,742		7,200
			PD: DataVis - crime analysis software	PD: DataVis - crime analysis software
		4,900		4,900
			PD: Guardian Tracking	PD: Guardian Tracking
		3,736		3,736
			PD: IMC/Tritech - Police Operations	PD: IMC/Tritech - Police Operations
		39,442		36,096
			PD: Police One-Online training	PD: Police One-Online training
		5,600		5,600
			PD: PowerDMS - Policy software	PD: PowerDMS - Policy software
		10,290		7,110
			FD: Code Red - resident notification	FD: Code Red - resident notification
		-		13,261
			FD: CrewSense - Scheduling and attendance software	FD: CrewSense - Scheduling and attendance software
		7,638		7,416
			FD: Fax Software (Kno2)	FD: Fax Software (Kno2)
		1,136		1,136
			FD: RedAlert - Dispatch, track, log and report	FD: RedAlert - Dispatch, track, log and report
		20,837		20,614
			FD: Target Solutions - Training software	FD: Target Solutions - Training software
		8,487		8,240
			FD: TEMSIS - Computer Aided Dispatch Support	FD: TEMSIS - Computer Aided Dispatch Support
		1,957		1,957
			FD: Open Gov Building Permit Software	FD: Open Gov Building Permit Software
		42,384		39,974
			FD: Docuware - Property records web hosting for assessing and inspectional services	FD: Docuware - Property records web hosting for assessing and inspectional services
		19,380		18,540
			FD: Docuware - Programming to eliminate scanning	
		7,500		
			FD: Exacom recorder	
		2,157		
			FD: Sim-u-share Training Program	
		460		
			Engineering: Autodesk (DLT) - Architectural Drawing	Engineering: Autodesk (DLT) - Architectural Drawing
		4,500		4,500
			Engineering: VueWorks - Infrastructure Asset Management	Engineering: VueWorks - Infrastructure Asset Management
		7,000		6,720
			Fleet: Fuel software	Fleet: Fuel software
		7,100		6,679
			TM: Zoom (3 licenses)	TM: Zoom (3 licenses)
		450		450

# 2023 BUDGET WORKSHEET

DEPT NAME - INFORMATION TECHNOLOGY

DEPT # - 20200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			HR: Neogov-Applicant tracking and on-boarding software 15,476	HR: Neogov-Applicant tracking and on-boarding software (includes \$2,500 set up) 17,476
4459	Equipment Maintenance	11,740	Printer maintenance contracts & miscellaneous repairs 9,540	Printer maintenance contracts & miscellaneous repairs 9,540
			Printer service contract (5 new printers) 2,200	Printer service contract (5 new printers) 2,045
4701	Computer Equip Acquisition	31,175	2 repl monitors (200/monitor) 400	3 repl monitors (195/monitor) 585
			3 repl computers (1,300/computer) 3,900	3 repl computers (1,000/computer) 3,000
			2 repl switches (3,500/switch) 7,000	2 repl switches (3,500/switch) 7,000
			2 repl GBIC/SFP 1,600	2 repl GBIC/SFP 1,600
			3 new MDTs and installation (year 3 of 3) (police) 11,739	4 new MDTs and installation (year 2 of 3) 24,729
			4 replacement MDTs and mounting brackets (fire) 6,536	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

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>ASSESSING</b>							
20300 - 4090	REGULAR PAY	208,981	232,993	178,462	175,921	175,921	175,921
20300 - 4092	TEMPORARY PAY	18,559	28,580	28,688	30,172	30,172	30,172
20300 - 4170	RETIREMENT	26,583	32,759	25,099	24,269	24,269	24,269
20300 - 4171	DISABILITY INSURANCE	1,058	2,063	1,187	1,706	1,706	1,706
20300 - 4172	WORKERS' COMPENSATION	9,114	11,734	8,605	8,238	8,238	8,238
20300 - 4174	FICA-SOCIAL SECURITY	16,804	20,010	15,645	15,766	15,766	15,766
20300 - 4176	HEALTH INSURANCE	77,518	115,056	66,252	80,660	80,660	80,660
20300 - 4177	UNEMPLOYMENT COMPENSATION	168	140	142	140	140	140
20300 - 4178	LIFE INSURANCE	578	602	473	559	559	559
20300 - 4179	DENTAL INSURANCE	2,781	3,681	2,503	3,083	3,083	3,083
20300 - 4200	OFFICE SUPPLIES	957	420	947	920	920	920
20300 - 4237	GAS & OIL	138	562	239	562	562	562
20300 - 4400	CONTRACTED SERVICES	25,922	4,300	82,162	125,406	104,401	125,406
20300 - 4405	MEMBERSHIPS & PUBLICATIONS	385	1,296	514	1,296	1,296	1,296
20300 - 4406	PRINTING & BINDING	290	450	646	450	450	450

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
20300 - 4408	VEHICLE EXPENSE	1,093	980	1,183	1,094	1,094	1,094
20300 - 4453	MEETINGS & TRAINING	130	1,300	1,000	1,490	1,490	1,490
20300 - 4458	VEHICLE MAINTENANCE	109	400	201	287	287	287
TOTAL		391,369	457,326	413,946	472,019	451,014	472,019

**2023 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
ASSESSING - 20300				
4090	CHIEF ASSESSOR (3 MONTHS)	0	105,863	45,304
	DEPUTY ASSESSOR	0	82,059	83,674
	ASSESSING CLERK	0	45,071	46,943
			-----	-----
			232,993	175,921

**2023 BUDGET WORKSHEET**
**DEPT NAME - ASSESSING**
**DEPT # - 20300**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4092	Temporary Pay	30,172	Part time Clerk-25 hrs/wk 30,172	Part time Clerk-25 hrs/wk 28,580
4200	Office Supplies	920	Paper, pens, pencils, envelopes Desktop scanners (2) 420 500	Paper, pens, pencils, envelopes 420
4237	Gas & Oil	562	Estimate 240 gals. @\$2.34 per gal.	Estimate 240 gals. @\$2.34 per gal.
4400	Contracted Services	125,406	Vision Appraisal Internet web site (Software maintenance included in IT budget) Recording and copy fees for deeds Utility Valuation Services Chief Assessor Services (9 months) 4,726 100 22,000 98,580	Vision Appraisal Internet web site (Software maintenance included in IT budget) Deed copy/printing cost for customers 4,200 100
4405	Memberships & Publications	1,296	Northeast Regional Association of Assessing Officers (NRAAO) Dues - Assessor & Deputy NH Association of Assessing Officers (NHAAO) Dues-Assessor, Deputy, Fin Dir Marshall & Swift (cost manual) MLS Access/Board Affiliate Member (GSSBR/NEREN) 80 120 695 401	Northeast Regional Association of Assessing Officers (NRAAO) Dues - Assessor & Deputy NH Association of Assessing Officers (NHAAO) Dues-Assessor, Deputy, Fin Dir Marshall & Swift (cost manual) MLS Access/Board Affiliate Member (GSSBR/NEREN) 80 120 695 401
4406	Printing & Binding	450	Forms 450	Forms 450
4408	Vehicle Expense	1,094	1,750 miles @.625 per mile 1,094	1,750 miles @.56 per mile 980
4453	Meetings & Training	1,490	NHMA Conference (CA + DA) Northeast Regional Assoc. of Assessing Officials Conference 340 650	NHMA Conference Northeast Regional Assoc. of Assessing Officials Conference 200 650



**2023 BUDGET WORKSHEET****DEPT NAME - ASSESSING****DEPT # - 20300**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
			Additional Training/Courses 500	Uniform Standards of Professional Appraisal Practices (USPAP) course 450
4458	Vehicle Maintenance	287	Repair & maintenance of car assigned to Assessing Department	Repair & maintenance of car assigned to Assessing Department

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>TOWN CLERK</b>							
20400 - 4090	REGULAR PAY	152,442	156,695	158,504	163,028	163,028	163,028
20400 - 4092	TEMPORARY PAY	2,382	-	1,936	-	-	-
20400 - 4170	RETIREMENT	19,402	22,031	22,285	22,490	22,490	22,490
20400 - 4171	DISABILITY INSURANCE	1,262	1,419	1,429	1,466	1,466	1,466
20400 - 4172	WORKERS' COMPENSATION	347	376	270	457	457	457
20400 - 4174	FICA-SOCIAL SECURITY	11,748	11,987	12,672	12,472	12,472	12,472
20400 - 4176	HEALTH INSURANCE	32,137	34,871	31,629	33,350	33,350	33,350
20400 - 4177	UNEMPLOYMENT COMPENSATION	39	35	41	35	35	35
20400 - 4178	LIFE INSURANCE	421	430	430	440	440	440
20400 - 4179	DENTAL INSURANCE	1,412	1,412	1,339	1,444	1,444	1,444
20400 - 4200	OFFICE SUPPLIES	4,974	7,430	4,206	7,430	3,872	7,430
20400 - 4211	DOG LICENSES	1,547	1,575	1,649	1,850	1,850	1,850
20400 - 4453	MEETINGS & TRAINING	776	790	866	1,060	1,060	1,060
20400 - 4459	EQUIPMENT MAINTENANCE	360	360	-	2,310	310	2,310
TOTAL		229,249	239,411	237,255	247,832	242,274	247,832

2023 PERSONNEL WORKSHEET

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
TOWN CLERK - 20400				
4090	TOWN CLERK	0	99,977	102,492
	DEPUTY TOWN CLERK	0	56,718	60,536
			-----	-----
			156,695	163,028

## 2023 BUDGET WORKSHEET

DEPT NAME - TOWN CLERK

DEPT # - 20400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4200	Office Supplies	7,430	General office supplies and copier charges for the Town Clerk's office.	General office supplies and copier charges for the Town Clerk's office.
			Vehicle Red Book	Vehicle Red Book
			EB2Gov-Dog lookup	EB2Gov-Dog lookup
4211	Dog Licenses	1,850	Dog license tags	Dog license tags
4453	Meetings and Training	1,060	Annual Town Clerk's Assoc. dues	Annual Town Clerk's Assoc. dues
			Annual Clerk's Association meeting and mileage	Annual Clerk's Association meeting and mileage
			Conference fee	Conference fee
			Town Clerk's Convention and mileage required per RSA 31:8	Town Clerk's Convention and mileage required per RSA 31:8
4459	Equipment Maintenance	2,310	Annual maintenance on 6 signature pads	Annual maintenance on 6 signature pads
			6-credit card Processing Devices	

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b><i>ELECTIONS</i></b>							
20500 - 4092	TEMPORARY PAY	15,854	35,700	36,570	19,400	19,400	19,400
20500 - 4172	WORKERS' COMPENSATION	32	86	63	54	54	54
20500 - 4174	FICA-SOCIAL SECURITY	630	1,366	1,040	742	742	742
20500 - 4210	OPERATING SUPPLIES	6,186	9,200	9,826	7,350	7,350	7,350
20500 - 4408	VEHICLE EXPENSE	-	60	34	-	-	-
20500 - 4459	EQUIPMENT MAINTENANCE	1,800	1,800	1,800	1,800	1,800	1,800
20500 - 4468	VOTING MACHINE SET-UP	1,290	3,200	4,797	1,700	1,700	1,700
TOTAL		25,792	51,412	54,130	31,046	31,046	31,046

**2023 BUDGET WORKSHEET**
**DEPT NAME - ELECTIONS**
**DEPT # - 20500**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4092	Temporary Pay	19,400	Poll Workers- 1 election 10,700 Poll Workers- 1 Town meeting 800 Supervisors (3) & Moderator* (1) 600 - 1 meeting. Supervisors' hours 6,000 Moderator* - 1 Elections 300 Secretary-meeting minutes 1,000	Poll Workers- 3 elections 24,700 Poll Workers- 1 Town meeting 500 Supervisors (3) & Moderator* (1) 600 - 1 meeting. Supervisors' hours 8,000 Moderator* - 3 Elections 900 Secretary-meeting minutes 1,000 *(assumes increase for moderator from 100-300)
4210	Operating Supplies	7,350	March Ballots 6,600 Supplies (ender cards,markers, etc) 500 Voter Checklists – 1 election 250	March Ballots 6,500 Supplies (ender cards,markers, etc) 1,000 Voter Checklists – 3 elections 1,700
4408	Vehicle Expense	-	Mileage for Supervisors and delivering election results -	Mileage for Supervisors and delivering election results 60
4459	Equipment Maintenance	1,800	Maintenance for 6 machines @ \$300 per machine. 1,800	Maintenance for 6 machines @ \$300 per machine. 1,800
4468	Voting Machine Set-up	1,700	Programming of voting machines and election support for one election. 1,700	Programming of voting machines and election support for three elections. 3,200

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b><i>COLLECTIONS</i></b>							
20550 - 4090	REGULAR PAY	39,522	99,661	95,060	142,092	114,135	124,537
20550 - 4092	TEMPORARY PAY	89,465	73,054	45,102	69,123	69,123	69,123
20550 - 4170	RETIREMENT	9,177	14,012	13,365	19,601	15,744	17,325
20550 - 4171	DISABILITY INSURANCE	1,048	1,040	956	1,383	1,151	1,264
20550 - 4172	WORKERS' COMPENSATION	371	415	304	591	504	552
20550 - 4174	FICA-SOCIAL SECURITY	9,679	13,213	9,902	16,158	14,012	14,902
20550 - 4176	HEALTH INSURANCE	67,304	80,702	70,897	105,408	84,368	94,819
20550 - 4177	UNEMPLOYMENT COMPENSATION	105	140	163	175	117	186
20550 - 4178	LIFE INSURANCE	262	242	221	320	262	296
20550 - 4179	DENTAL INSURANCE	2,507	3,014	2,250	3,216	2,586	3,035
TOTAL		219,439	285,493	238,219	358,066	302,001	326,038

2023 PERSONNEL WORKSHEET

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
COLLECTIONS - 20550				
4090	COLLECTIONS CLERK (3) (ONE AT 23 WEEKS)	1	99,661	124,537
			-----	-----
			99,661	124,537



**2023 BUDGET WORKSHEET****DEPT NAME - COLLECTIONS****DEPT # - 20550**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>		<b>EXPLANATION 2022</b>	
4092	Temporary Pay	69,123	Part-time clerk (23.5 hrs/wk.)	29,080	Part-time clerk (23.5 hrs/wk.)	30,748
			Part-time clerk (26.5 hrs/wk)	32,738	Part-time clerk (26.5 hrs/wk)	35,001
			Coverage for vacations, etc.	7,305	Coverage for vacations, etc.	7,305

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>TAX COLLECTOR</b>							
20600 - 4090	REGULAR PAY	79,186	85,681	84,723	103,867	94,381	103,867
20600 - 4092	TEMPORARY PAY	29,993	28,827	30,848	31,465	31,465	31,465
20600 - 4170	RETIREMENT	10,092	12,046	11,912	14,329	14,329	14,329
20600 - 4171	DISABILITY INSURANCE	660	754	752	847	847	847
20600 - 4172	WORKERS' COMPENSATION	243	275	197	379	379	379
20600 - 4174	FICA-SOCIAL SECURITY	7,930	8,760	8,551	10,353	10,353	10,353
20600 - 4176	HEALTH INSURANCE	30,331	29,371	29,350	29,350	29,350	29,350
20600 - 4177	UNEMPLOYMENT COMPENSATION	34	35	35	35	35	35
20600 - 4178	LIFE INSURANCE	273	241	291	259	259	259
20600 - 4179	DENTAL INSURANCE	931	852	852	871	871	871
20600 - 4200	OFFICE SUPPLIES	476	850	498	850	850	850
20600 - 4403	TECHNICAL SERVICES	12,497	10,800	13,784	12,500	12,500	12,500
20600 - 4406	PRINTING & BINDING	5,035	5,600	5,444	5,750	5,750	5,750
20600 - 4408	VEHICLE EXPENSE	-	250	247	250	250	250
20600 - 4453	MEETINGS & TRAINING	70	550	310	550	550	550

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
20600 - 4587	RECORDING FEES	1,186	1,200	832	1,300	1,300	1,300
20600 - 4600	OFFICE FURNITURE & EQUIP.	-	100	-	200	200	200
	TOTAL	178,564	186,192	188,626	213,155	203,669	213,155

2023 PERSONNEL WORKSHEET

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
TAX COLLECTOR - 20600				
4090	TAX COLLECTOR	0	85,681	103,867
			-----	-----
			85,681	103,867

**2023 BUDGET WORKSHEET**
**DEPT NAME - TAX COLLECTOR**
**DEPT # - 20600**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4092	Temporary Pay	31,465	Part-time clerk (20 hrs./wk.) Coverage for vacation & tax time (approx 60 hrs)	Part-time clerk (20 hrs./wk.) Coverage for vacation & tax time (approx 60 hrs)
			29,921	27,283
			1,544	1,544
4200	Office Supplies	850	General office supplies and fax toner cartridges.	General office supplies and fax toner cartridges.
4403	Technical Services	12,500	Lock box processing services for the property tax receipts	Lock box processing services for the property tax receipts
			2,500	2,000
			Post Office box rental	Post Office box rental
			1,300	1,300
			On-line billing / ACH chgs	On-line billing / ACH chgs
			8,700	7,500
			(Property tax and water/sewer billing. W/S included in Admin. Service charge allocation)	(Property tax and water/sewer billing. W/S included in Admin. Service charge allocation)
4406	Printing & Binding	5,750	Property tax billing	Property tax billing
			5,400	5,300
			Certified cards	Certified cards
			350	300
4408	Vehicle Expense	250	Meeting and training mileage.	Meeting and training mileage.
			250	250
			Mileage to the bank to pick up lock box information for processing.	Mileage to the bank to pick up lock box information for processing.
4453	Meetings & Training	550	NH Tax Collectors Assoc. Conference per RSA 31:8 (Tax Collector)	NH Tax Collectors Assoc. Conference per RSA 31:8 (Tax Collector)
			430	430
			Dues per RSA 31:8	Dues per RSA 31:8
			20	20
			Workshops (Tax Collector)	Workshops (Tax Collector)
			100	100
4587	Recording Fees	1,300	This item is paid for by the property owners on tax lien.	This item is paid for by the property owners on tax lien.

**2023 BUDGET WORKSHEET****DEPT NAME - TAX COLLECTOR****DEPT # - 20600**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4600	Office Furniture & Equipment	200	Replacement of Office Furniture & Equipment as needed	Replacement of Office Furniture & Equipment as needed

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>DEBT SERVICES</b>							
20700 - 4504	BRIDGE CONST-PRINCIPAL '13	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
20700 - 4506	DEPOT LAND-PRINCIPAL '19	285,000	285,000	285,000	285,000	285,000	285,000
20700 - 4507	DRINKING WATER-PRINCIPAL '19	40,000	40,000	40,000	40,000	40,000	40,000
20700 - 4509	RTE 28 BRIDGE RPLCMNT-PRIN	128,497	66,020	66,019	66,020	66,020	66,020
20700 - 4518	BRIDGE CONST-INTEREST '13	10,290	6,660	6,660	3,330	3,330	3,330
20700 - 4519	BRIDGE CONST-INTEREST '14	16,800	12,600	12,600	8,400	8,400	8,400
20700 - 4520	DEPOT LAND-INTEREST '19	108,925	94,675	94,675	80,425	80,425	80,425
20700 - 4521	DRINKING WATER-INTEREST '19	7,000	5,000	5,000	3,000	3,000	3,000
20700 - 4568	RTE 28 BRIDGE RPLCMNT-INT	14,948	25,088	25,087	23,767	23,767	23,767
20700 - 4571	INTEREST-TANS	-	1	-	1	1	1
20700 - 4572	BOND AND NOTE FEES	250	50,250	5,259	250	250	250
20700 - 4573	BOND ANTICIPATION NOTE INTERE	-	-	-	46,886	46,886	46,886
20700 - 4574	BAN PAYOFF	-	-	-	1,339,600	1,339,600	1,339,600
TOTAL		872,710	836,294	791,301	2,147,679	2,147,679	2,147,679

**2023 BUDGET WORKSHEET****DEPT NAME - DEBT SERVICE****DEPT # - 20700**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
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 Issue 2021 Final Payment 2040
4518	Bridge & Const '13 – Interest	3,330	2023 Interest	2022 Interest
4519	Bridge & Const '14 – Interest	8,400	2023 Interest	2022 Interest
4520	Depot Land Acquisition – '19 – Interest	80,425 **	2023 Interest	2022 Interest
4521	Drinking Water Capacity Rights – '19 – Principal	3,000	2023 Interest	2022 Interest



## 2023 BUDGET WORKSHEET

DEPT NAME - DEBT SERVICE

DEPT # - 20700

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4568	Rte 28 Bridge Replacement - Interest	23,767	2023 Interest	2022 Interest
4571	TANS – Interest	1	2023 Interest Estimate	2022 Interest Estimate
4572	Bond and Note Fees	250	Annual Bond Disclosure	Annual Bond Disclosure Bond Issuance Costs (assuming bonded items in CIP)
			250	250 50,000
4573	Former WWTP Remediation BAN Interest	46,886	2023 Interest for BAN	
4574	BAN Payoff	1,339,600	Former WWTP Remediation BAN Payoff (note: 100% revenue offset)	

\* 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)

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>INSURANCE</b>							
20800 - 4095	TEMPORARY ALTERNATE DUTY	26,341	15,000	58,758	15,000	15,000	15,000
20800 - 4470	GENERAL LIABILITY	184,484	199,839	198,562	211,972	211,972	211,972
20800 - 4472	POLICE LIABILITY	88,150	97,988	97,703	104,637	104,637	104,637
20800 - 4474	BONDS	100	100	100	100	100	100
20800 - 4475	FLEET INSURANCE	53,152	57,711	57,957	62,476	62,476	62,476
20800 - 4491	PROPERTY INSURANCE	65,908	73,968	74,121	79,742	79,742	79,742
20800 - 4493	INSURANCE DEDUCTIBLES	14,346	9,000	3,171	9,000	9,000	9,000
TOTAL		432,481	453,606	490,372	482,927	482,927	482,927

**2023 BUDGET WORKSHEET****DEPT NAME - INSURANCE****DEPT # - 20800**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4095	Temporary Alternate Duty	15,000	Temporary Alternate Duty pay	Temporary Alternate Duty pay
4470	General Liability	211,972	Liability Coverage Premium allocation based on expenditures.	Liability Coverage Premium allocation based on expenditures.
4472	Police Liability	104,637	Liability coverage for Law Enforcement.	Liability coverage for Law Enforcement.
4474	Bonds	100	Highway bond.	Highway bond.
4475	Fleet Insurance	62,476	Coverage for Town-owned vehicles.	Coverage for Town-owned vehicles.
4491	Property Insurance	79,742	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.  2023 Liability & Insurance estimates assume 5% increase over 2022/23 rates	Deductible coverage up to \$1,000 per claim on property.  2022 Liability & Insurance estimates assume 5% increase over 2021/22 rates

2023 BUDGET						
DEPT.	2021 EXPENDED	2022 BUDGET	2022 EXPENDED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>COMMUNITY DEVELOPMENT SUMMARY</b>						
COMMUNITY DEVELOPMENT	263,479	297,179	273,310	344,027	296,584	344,027
PLANNING	355,269	381,564	381,466	439,797	420,226	439,797
TOTAL - COMMUNITY DEVELOPME	618,748	678,743	654,776	783,824	716,810	783,824

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>COMMUNITY DEVELOPMENT</b>							
30000 - 4090	REGULAR PAY	171,046	178,868	166,874	189,181	189,181	189,181
30000 - 4092	TEMPORARY PAY	-	6,000	-	39,630	-	-
30000 - 4170	RETIREMENT	21,770	25,148	23,912	26,098	26,098	35,283
30000 - 4171	DISABILITY INSURANCE	1,376	1,546	1,493	1,599	1,599	2,162
30000 - 4172	WORKERS' COMPENSATION	404	443	325	456	456	616
30000 - 4174	FICA-SOCIAL SECURITY	12,277	14,144	11,943	14,472	14,472	19,565
30000 - 4176	HEALTH INSURANCE	53,273	66,225	65,414	67,680	59,867	91,499
30000 - 4177	UNEMPLOYMENT COMPENSATION	67	85	72	70	70	95
30000 - 4178	LIFE INSURANCE	411	431	419	488	488	660
30000 - 4179	DENTAL INSURANCE	1,704	1,704	1,704	1,743	1,743	2,356
30000 - 4200	OFFICE SUPPLIES	766	1,400	530	1,400	1,400	1,400
30000 - 4405	MEMBERSHIPS & PUBLICATIONS	160	355	260	355	355	355
30000 - 4453	MEETINGS & TRAINING	225	830	364	855	855	855
TOTAL		263,479	297,179	273,310	344,027	296,584	344,027

2023 PERSONNEL WORKSHEET

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
COMMUNITY DEVELOPMENT - 30000				
	GIS MANAGER/PLANNING COORD	0	101,048	105,507
	COMMUNITY DEVELOPMENT PROGRAM MANAGER	0	77,820	83,674
			-----	-----
			178,868	189,181

## 2023 BUDGET WORKSHEET

DEPT NAME - COMMUNITY DEVELOPMENT

DEPT # - 30000

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4200	Office Supplies	1,400	Paper, pens, envelopes, file folders, hanging files, staplers, markers, business cards, picture hangers. 400	Paper, pens, envelopes, file folders, hanging files, staplers, markers, business cards, picture hangers. 400
			Plotter paper/vellum/supplies (GIS) 1,000	Plotter paper/vellum/supplies (GIS) 1,000
4405	Memberships & Publications	355	URISA Membership 195 (Urban & Regional Information Systems Association)	URISA Membership 195 (Urban & Regional Information Systems Association)
			NNECAPA Membership (2) 160 (Northern New England Chapter of American Planning Association)	NNECAPA Membership (2) 160 (Northern New England Chapter of American Planning Association)
4453	Meetings & Training	855	Plan NH Training Sessions 180	Plan NH Training Sessions 180
			Additional training as needed for CD Staff 275	Saving Special Places (April 2022 in NH) 75
			VueWorks Training 400	Additional training as needed for CD Staff 200
				Fall NEARC Conference (Oct. 2022 in NH) (GIS) 375

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>PLANNING</b>							
30200 - 4090	REGULAR PAY	218,688	226,927	228,066	151,428	151,428	151,428
30200 - 4092	TEMPORARY PAY	-	-	-	29,597	10,026	29,597
30200 - 4170	RETIREMENT	27,831	31,906	32,066	20,890	20,890	20,890
30200 - 4171	DISABILITY INSURANCE	1,877	2,108	2,107	1,406	1,406	1,406
30200 - 4172	WORKERS' COMPENSATION	498	546	400	507	507	507
30200 - 4174	FICA-SOCIAL SECURITY	15,789	17,360	16,484	13,848	13,848	13,848
30200 - 4176	HEALTH INSURANCE	83,514	97,093	97,030	67,680	67,680	67,680
30200 - 4177	UNEMPLOYMENT COMPENSATION	101	105	140	105	105	105
30200 - 4178	LIFE INSURANCE	573	590	592	401	401	401
30200 - 4179	DENTAL INSURANCE	2,660	2,556	2,556	1,742	1,742	1,742
30200 - 4200	OFFICE SUPPLIES	196	300	449	300	300	300
30200 - 4237	GAS & OIL	60	208	154	208	208	208
30200 - 4400	CONTRACTED SERVICES	-	-	-	150,000	150,000	150,000
30200 - 4405	MEMBERSHIPS & PUBLICATIONS	634	745	-	665	665	665
30200 - 4406	PRINTING & BINDING	468	420	-	420	420	420



**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
30200 - 4453	MEETINGS & TRAINING	1,970	500	460	400	400	400
30200 - 4458	VEHICLE MAINTENANCE	410	200	962	200	200	200
TOTAL		355,269	381,564	381,466	439,797	420,226	439,797

2023 PERSONNEL WORKSHEET

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
PLANNING - 30200				
4090	PLANNING AND ZONING DIRECTOR	0	0	85,187
	ADMIN. ASSISTANT	0	60,404	66,241
			-----	-----
			226,927	151,428

**2023 BUDGET WORKSHEET**
**DEPT NAME - PLANNING**
**DEPT # - 30200**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4092	Temporary Pay	29,597	Code Compliance Officer (9 months) 24 hours/week	29,597
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
4400	Contracted Services	150,000	Hire consultant to prepare new Master Plan	
4405	Memberships & Publications	665	Memberships: American Planning Assoc. 585 New Hampshire Planners Assoc. (1) 80	Memberships: American Planning Assoc. 585 New Hampshire Planners Assoc. (2) 160
4406	Printing & Binding	420	Zoning Ordinance 350 (Sold to public for \$10 per copy) Business Cards 70	Zoning Ordinance 350 (Sold to public for \$10 per copy) Business Cards 70
4453	Meetings & Training	400	NH Planners Association Annual Meeting 400 (two day seminar)	NH Planners Association Annual Meeting 400 (two day seminar) Assistant Planner-NH Planners Assoc. 100
4458	Vehicle Maintenance	200	Repairs to Town vehicle #C-91  Vehicle is also used by Inspections, CD, & GIS.	Repairs to Town vehicle #C-91  Vehicle is also used by Inspections, CD, & GIS.

2023 BUDGET						
DEPT.	2021 EXPENDED	2022 BUDGET	2022 EXPENDED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>POLICE DEPARTMENT SUMMARY</b>						
ADMINISTRATION	633,673	708,384	668,033	698,690	698,690	698,690
SUPPORT SERVICES	2,322,159	2,880,633	2,648,502	2,843,476	2,843,476	2,843,476
PATROL	5,770,290	7,062,619	6,586,326	6,807,715	6,532,797	6,807,715
SPECIAL SERVICES	847,796	936,760	949,392	1,232,706	1,232,706	1,232,706
INVESTIGATIVE SERVICES	1,519,778	1,663,797	1,659,931	2,407,294	2,407,294	2,407,294
ANIMAL CONTROL	24,689	106,402	29,473	10,752	10,752	10,752
STATION	304,598	140,667	143,683	142,219	142,219	142,219
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TOTAL - POLICE DEPARTMENT	11,422,982	13,499,261	12,685,340	14,142,852	13,867,934	14,142,852

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>POLICE-ADMINISTRATION</b>							
40100 - 4090	REGULAR PAY	300,747	330,925	317,781	334,601	334,601	334,601
40100 - 4110	HOLIDAY PAY	4,315	5,023	3,744	5,254	5,254	5,254
40100 - 4170	RETIREMENT	87,656	100,629	98,088	100,209	100,209	100,209
40100 - 4171	DISABILITY INSURANCE	2,071	2,468	2,422	2,442	2,442	2,442
40100 - 4172	WORKERS' COMPENSATION	8,097	9,049	6,521	8,333	8,333	8,333
40100 - 4174	FICA-SOCIAL SECURITY	8,223	8,536	9,548	8,399	8,399	8,399
40100 - 4176	HEALTH INSURANCE	72,548	115,053	80,352	80,660	80,660	80,660
40100 - 4177	UNEMPLOYMENT COMPENSATION	111	105	116	105	105	105
40100 - 4178	LIFE INSURANCE	692	742	719	722	722	722
40100 - 4179	DENTAL INSURANCE	3,093	3,681	3,374	3,765	3,765	3,765
40100 - 4182	CLOTHING ALLOWANCE	101,396	105,271	94,897	104,500	104,500	104,500
40100 - 4208	EQUIPMENT REPAIR	43	300	15	100	100	100
40100 - 4400	CONTRACTED SERVICES	14,008	11,756	31,416	33,515	33,515	33,515
40100 - 4406	PRINTING & BINDING	3,428	3,000	6,029	3,250	3,250	3,250
40100 - 4409	TEST SERVICES	8,351	3,600	6,100	4,500	4,500	4,500

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
40100 - 4410	ADVERTISING	100	1,500	1,929	1,500	1,500	1,500
40100 - 4424	DATA PROCESSING	2,700	540	585	585	585	585
40100 - 4440	EQUIPMENT RENTAL	1,888	1,256	1,448	1,300	1,300	1,300
40100 - 4453	MEETINGS & TRAINING	709	450	18	450	450	450
40100 - 4600	OFFICE FURNITURE & EQUIP.	6,947	4,500	2,930	4,500	4,500	4,500
	SUBTOTAL	633,673	708,384	668,033	698,690	698,690	698,690

**2023 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
POLICE ADMINISTRATION - 40100				
4090	CHIEF OF POLICE	0	145,509	151,340
	DEPUTY CHIEF	0	121,475	127,280
	ADMIN. ASST.	0	63,941	55,981
			-----	-----
			330,925	334,601

**2023 BUDGET WORKSHEET****DEPT NAME - POLICE - ADMINISTRATION****DEPT # - 40100**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4110	Holiday Pay	5,254	Payment for holiday hours worked.	Payment for holiday hours worked.
4182	Clothing Allowance	104,500	52 full-time officers @ 1,200, 9 @ fraction (current) 8 full time SPAA @ 950 1 dispatchers @ 800; 1 prorated Replacement/repair to uniforms, badge and patch order Crossing Guards Initial issue uniform (4) Animal Control Officer partial year	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
			67,000	67,751
			7,600	7,600
			6,600	7,200
			8,000	7,620
			1,000	900
			14,000	14,000
			300	200
4208	Equipment Repairs	100	Miscellaneous repairs and purchase of small equipment.	Miscellaneous repairs and purchase of small equipment.
4400	Contracted Services	33,515	Public Relations - press releases, blog update, media relations. CALEA Consulting Annual CALEA Continuation fee Body worn camera program. Grant from NH Department of Safety (50,000). 2nd payment of 5 year installment.	Public Relations - press releases, blog update, media relations. CALEA on-site assessment fee. Fee must be paid prior to January 2023.
			6,747	6,256
			5,600	5,500
			4,600	
			16,568	
4406	Printing & Binding	3,250	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.



**2023 BUDGET WORKSHEET****DEPT NAME - POLICE - ADMINISTRATION****DEPT # - 40100**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023		EXPLANATION 2022	
4409	Test Services	4,500	Cost associated with anticipated hiring processes to include polygraph (10@300) and psychological (10@150). Have to account for failures.		Cost associated with anticipated hiring processes to include polygraph (8@300) and psychological (8@150). Have to account for failures.	
4410	Advertising	1,500	Recruitment advertising. Membership to recruitment and media platforms. Costs for college job fairs.		Recruitment advertising, legal & community notices. Material for college job fairs.	
4424	Data Processing	585	Annual fee for three (3) SPOTS licenses.		Annual fee for three (3) SPOTS licenses.	
4440	Equipment Rental	1,300	Postage Meter	400	Postage Meter	392
			Document disposal container	900	Document disposal container	864
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 and purchase of office furniture as needed to fill positions and create new work stations	

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>POLICE-SUPPORT SERVICES</b>							
40110 - 4090	REGULAR PAY	965,170	1,144,788	998,993	1,072,787	1,072,787	1,072,787
40110 - 4092	TEMPORARY PAY	64,405	102,862	81,152	102,060	102,060	102,060
40110 - 4093	REPLACEMENT PAY	93,638	113,300	97,700	110,000	110,000	110,000
40110 - 4094	SHIFT DIFFERENTIAL	16,491	17,500	16,925	17,500	17,500	17,500
40110 - 4098	OVERTIME PAY	33,198	51,500	38,760	40,000	40,000	40,000
40110 - 4101	TRAINING	108,441	181,280	156,017	185,815	185,815	185,815
40110 - 4110	HOLIDAY PAY	12,073	14,526	13,936	15,110	15,110	15,110
40110 - 4113	COURT TIME	18,053	21,050	22,074	27,000	27,000	27,000
40110 - 4170	RETIREMENT	215,444	313,734	260,322	270,047	270,047	270,047
40110 - 4171	DISABILITY INSURANCE	8,765	11,010	9,524	10,240	10,240	10,240
40110 - 4172	WORKERS' COMPENSATION	17,557	26,753	15,711	17,454	17,454	17,454
40110 - 4174	FICA-SOCIAL SECURITY	78,479	110,326	82,509	112,812	112,812	112,812
40110 - 4176	HEALTH INSURANCE	301,122	393,921	375,802	454,124	454,124	454,124
40110 - 4177	UNEMPLOYMENT COMPENSATION	780	876	847	940	940	940
40110 - 4178	LIFE INSURANCE	2,512	2,934	2,521	2,718	2,718	2,718

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
40110 - 4179	DENTAL INSURANCE	12,407	14,874	13,195	15,230	15,230	15,230
40110 - 4200	OFFICE SUPPLIES	9,175	9,000	17,818	9,000	9,000	9,000
40110 - 4213	K-9 SUPPLIES	4,375	7,000	5,592	7,250	7,250	7,250
40110 - 4216	PRISONERS SUPPLIES	327	1,500	832	1,500	1,500	1,500
40110 - 4219	INTOXILYZER SUPPLIES	194	400	126	400	400	400
40110 - 4221	AMMUNITION	70,697	70,000	74,333	60,000	60,000	60,000
40110 - 4235	SMALL TOOLS & EQUIP.	524	650	497	900	900	900
40110 - 4237	GAS & OIL	91,728	118,134	94,283	127,130	127,130	127,130
40110 - 4405	MEMBERSHIPS & PUBLICATIONS	8,909	9,986	11,242	10,246	10,246	10,246
40110 - 4412	TRAINING EXPENSE	47,715	50,000	71,478	65,000	65,000	65,000
40110 - 4421	CAR WASH	3,015	4,000	4,261	7,500	7,500	7,500
40110 - 4456	RADIO MAINTENANCE	35,459	16,400	45,161	8,534	8,534	8,534
40110 - 4458	VEHICLE MAINTENANCE	92,554	62,500	118,565	82,000	82,000	82,000
40110 - 4601	POLICE EQUIPMENT	536	5,000	12,059	5,350	5,350	5,350
40110 - 4606	EMERGENCY EQUIPMENT	7,554	4,829	6,267	4,829	4,829	4,829
SUBTOTAL		2,322,159	2,880,633	2,648,502	2,843,476	2,843,476	2,843,476

**2023 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
POLICE SUPPORT SERVICES - 40110				
4090	CAPTAIN	0	116,419	123,576
	SERGEANT	(1)	81,535	0
	PATROL OFFICER/SCHEDULING	(1)	71,878	0
	PROSECUTOR (2)	0	181,446	191,819
	DISPATCHER SUPERVISOR	0	68,933	74,770
	DISPATCHERS (8)	0	380,167	407,193
	SUPPORT SERVICES SUPERVISOR	0	69,026	75,696
	SUPPORT SERVICES CLERKS (3)	0	175,385	177,409
	VICTIM WITNESS ADVOCATE (from PT to FT grant offset)	1		22,325
			-----	
			1,144,788	1,072,788

No overall change in sworn staffing numbers, positions transferred to Special Services and Investigative Services

## 2023 BUDGET WORKSHEET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4092	Temporary Pay	102,060	Crossing Guards 77,760 \$18.00/hr x 180 days x 8 guards x 3hrs/day/guard 1 four hour training session (new hire*3) 300  PT dispatchers/Cost to fill FT shifts 10,000 Special Officer Training 40 hrs per officer. Special Officers must be trained at the same level as FT officers. 14,000  PT custodian (moved to Special Services unit) -	Crossing Guards 60,480 \$14.00/hr x 180 days x 8 guards x 3hrs/day/guard 1 four hour training session (new hire*3) 300  PT dispatchers/Cost to fill FT shifts 10,000 Special Officer Training 40 hrs per officer 12,800  PT custodian 19,282
4093	Replacement Pay	110,000	Required replacement of dispatch personnel. (Vacation, personal, sick days, training, etc.) Workloads & responsibilities require full staffing at all times.	Required replacement of dispatch personnel. (Vacation, personal, sick days, training, etc.) Workloads & responsibilities require full staffing at all times.
4094	Shift Differential	17,500	Contractual (Dispatchers) Employees assigned to the evening receive an additional payment of \$40 per week; employees on Midnight shift receive an additional \$50. Overtime on both shifts is compensated at the shift differential rate.	Contractual (Dispatchers) Employees assigned to the evening receive an additional payment of \$40 per week; employees on Midnight shift receive an additional \$50. Overtime on both shifts is compensated at the shift differential rate. 3rd full-time dispatcher on midnight shift.

**2023 BUDGET WORKSHEET****DEPT NAME - POLICE - SUPPORT****DEPT # - 40110**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4098	Overtime Pay	40,000	Need for call backs, holdovers, training requirements, & fifteen minutes reporting time contractual for 9 dispatchers.	Need for call backs, holdovers, training requirements, & fifteen minutes reporting time contractual for 9 dispatchers.
4101	Training	185,815	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 Accountabiliy, Community, and Transparency (LEACT) require additional hours of training for all sworn officers. Self-defense, driving, and In-Service training of officers. Most assignments require training to stay current in the particular area of expertise. Night Qualification. Supervisory and leadership training for recently promoted supervisors. In-service training Basic Rifle Course for new officers.	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 Accountabiliy, Community, and Transparency (LEACT) require additional hours of training for all sworn officers. Self-defense, driving, and In-Service training of officers. Most assignments require training to stay current in the particular area of expertise. Night Qualification. Supervisory and leadership training for recently promoted supervisors. Basic Rifle Course for new officers.
4110	Holiday Pay	15,110	Contractual payment for holidays worked.	Contractual payment for holidays worked.
4113	Court Time	27,000	Costs associated with officer appearance in court and hearings in district and superior courts. Administrative Motor Vehicle Hearings for DWI cases, as well as Family Court cases.	Costs associated with officer appearance in court and hearings in district and superior courts. Administrative Motor Vehicle Hearings for DWI cases, as well as Family Court cases.

## 2023 BUDGET WORKSHEET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
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.
4213	K-9	7,250	Provide for feeding and care of K-9, various equipment replacement (bite arms, leashes, harnesses), personal kennel, and medical bills for K-9. 3 dogs 7,250	Provide for feeding and care of K-9, various equipment replacement (bite arms, leashes, harnesses), personal kennel, and medical bills for K-9. 3 dogs 7,000
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	60,000	Ammunition & related equipment to certify personnel. Ammo, targets, eye/ear protection, cleaning supplies, holsters, batteries and targets. Parts to repair/maintain Dept. firearms. Replacement and maintenance of outdated simunition equipment.  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 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)

## 2023 BUDGET WORKSHEET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4235	Small Tools & Equipment	900	Batteries, bulbs, minor tools and equipment.	Batteries, bulbs, minor tools and equipment.
4237	Gas & Oil	127,130	Acct includes gas, oil & various vehicle fluids. Gas (based on 3 yr wgtd avg and 75% increase for 6 months) 121,630 Motor oil, various vehicle fluids 5,500	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
4405	Memberships & Publications	10,246	Dues & Publications 10,246	Dues & Publications
4412	Training Expenses	65,000	Department Training Costs (Course costs, per diem, mileage and materials) Cost for various law enforcement seminars & schools. Costs to provide in-house trainers & instructors assisting Police Standards and Training Council. PERF Senior Management Institute for Police, FBI LEEDA for supervisors.	Department Training Costs (Course costs, per diem, mileage and materials) Cost for various law enforcement seminars & schools. Costs to provide in-house trainers & instructors assisting Police Standards and Training Council. PERF Senior Management Institute for Police, FBI LEEDA for supervisors. Executive training for Chief
4421	Car Wash	7,500	Cleaning, washing & general exterior maintenance of all department vehicles. Detail cruisers subjected to blood borne pathogens and body fluids which are classified as a biohazard. 24 Deep clean of older cruisers/ K9 vehicles	Cleaning, washing & general exterior maintenance of all department vehicles. Detail cruisers subjected to blood borne pathogens and body fluids which are classified as a biohazard.



**2023 BUDGET WORKSHEET**

**DEPT NAME - POLICE - SUPPORT**

**DEPT # - 40110**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4456	Radio Maintenance	8,534	Radio batteries (replacement 121.00 x 50 - for 10 year old portables). Additional radios to replace 13 radios (20 years old -defective) issued to each school in town. Proposal to SAU to match half for 9 radios assigned to public schools.	Maintenance contract for all Department radio communication equipment.
			Matching 25% for radar grant 75% paid by state	Radio batteries (replacement - for portables)
				Radio/ LIDAR Equipment purchase
4458	Vehicle Maintenance	82,000	Repair and maintenance of Department fleet	Repair and maintenance of Department fleet
			Tires + rims + sensors	Tires + rims + sensors
4601	Police Equipment	5,350	Trunk equip replacements	Trunk equip replacements
			Equipment needed to maintain body worn camera and in-car video systems program	Purchase of PPE if state support and grant funding are eliminated. Biohazard mitigation materials. First aid supplies.
			Batteries for BWC bluetooth remote	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)	Soft Body Armor-11 vests (net cost) 9,658 with matching BVP grant 4,829 (5 year life-span)

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>POLICE-PATROL</b>							
40120 - 4090	REGULAR PAY	2,558,902	3,135,470	2,821,084	3,004,561	2,729,643	3,004,561
40120 - 4093	REPLACEMENT PAY	688,594	701,000	816,874	725,000	725,000	725,000
40120 - 4094	SHIFT DIFFERENTIAL	67,435	71,000	64,789	71,000	71,000	71,000
40120 - 4098	OVERTIME PAY	214,976	257,420	295,973	257,000	257,000	257,000
40120 - 4110	HOLIDAY PAY	25,167	26,373	21,633	26,924	26,924	26,924
40120 - 4170	RETIREMENT	1,118,658	1,419,928	1,374,375	1,330,719	1,330,719	1,330,719
40120 - 4171	DISABILITY INSURANCE	24,526	29,932	27,289	28,545	28,545	28,545
40120 - 4172	WORKERS' COMPENSATION	93,779	138,349	73,138	117,631	117,631	117,631
40120 - 4174	FICA-SOCIAL SECURITY	50,578	60,774	58,164	59,230	59,230	59,230
40120 - 4176	HEALTH INSURANCE	887,551	1,175,080	991,855	1,143,950	1,143,950	1,143,950
40120 - 4177	UNEMPLOYMENT COMPENSATION	1,420	1,610	1,604	1,505	1,505	1,505
40120 - 4178	LIFE INSURANCE	7,010	7,829	7,246	7,309	7,309	7,309
40120 - 4179	DENTAL INSURANCE	31,694	37,854	32,303	34,341	34,341	34,341
SUBTOTAL		5,770,290	7,062,619	6,586,326	6,807,715	6,532,797	6,807,715

**2023 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
POLICE PATROL - 40120				
4090	CAPTAIN	0	120,394	125,391
	LIEUTENANTS (3)	(1)	382,580	290,180
	SERGEANTS (6)	0	483,400	514,039
	PATROL OFFICERS (32)	(3)	2,149,096	2,074,953
			-----	-----
			3,135,470	3,004,561
No overall change in staffing numbers, positions transferred to Special Services				

**2023 BUDGET WORKSHEET****DEPT NAME - POLICE - PATROL****DEPT # - 40120**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4093	Replacement Pay	725,000	Replacement of patrol personnel for sick/injured, holidays, vacation.	Replacement of patrol personnel for sick/injured, holidays, vacation.
4094	Shift Differential	71,000	Contractual (Patrol officers)	Contractual (Patrol officers)
4098	Overtime pay	257,000	15 minute early reporting time, hold-over case investigation, accidents, & other un-scheduled events. DWI patrols. Holiday increased staffing coverage. Prisoner transports to & from jail in Brentwood.	15 minute early reporting time, hold-over case investigation, accidents, & other un-scheduled events. DWI patrols. Holiday increased staffing coverage. Prisoner transports to & from jail in Brentwood.
4110	Holiday Pay	26,924	Contractual payment for holidays worked.	Contractual payment for holidays worked.

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b><i>POLICE-SPECIAL SERVICES</i></b>							
40125 - 4090	REGULAR PAY	476,152	487,145	526,948	652,110	652,110	652,110
40125 - 4092	TEMPORARY PAY	-	-	-	20,202	20,202	20,202
40125 - 4094	SHIFT DIFFERENTIAL	2,267	2,200	3,167	2,600	2,600	2,600
40125 - 4097	INCENTIVE PAY	950	1,800	-	1,800	1,800	1,800
40125 - 4098	OVERTIME PAY	25,805	32,960	37,411	35,000	35,000	35,000
40125 - 4110	HOLIDAY PAY	242	3,605	1,462	3,600	3,600	3,600
40125 - 4170	RETIREMENT	157,859	178,586	192,429	219,481	219,481	219,481
40125 - 4171	DISABILITY INSURANCE	4,265	4,654	5,073	6,074	6,074	6,074
40125 - 4172	WORKERS' COMPENSATION	16,705	17,329	12,708	20,571	20,571	20,571
40125 - 4174	FICA-SOCIAL SECURITY	7,108	7,641	8,172	14,357	14,357	14,357
40125 - 4176	HEALTH INSURANCE	147,710	187,622	148,070	240,414	240,414	240,414
40125 - 4177	UNEMPLOYMENT COMPENSATION	215	245	261	350	350	350
40125 - 4178	LIFE INSURANCE	1,158	1,177	1,269	1,568	1,568	1,568
40125 - 4179	DENTAL INSURANCE	5,575	5,796	6,033	8,079	8,079	8,079
40125 - 4260	CRIME PREVENTION	1,784	6,000	6,390	6,500	6,500	6,500
	SUBTOTAL	847,796	936,760	949,392	1,232,706	1,232,706	1,232,706

**2023 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
POLICE SPECIAL SERVICES (WAS COMMUNITY SERVICES) - 40125				
4090	LIEUTENANT	1		102,495
	SERGEANT	0		86,528
	DETECTIVE	(2)		
	SCHEDULING OFFICER	1		76,975
	TRAINING OFFICER	1		73,635
	COMMUNITY AFFAIRS	0		75,474
	COMM PROB ORIENTED POLICING (2)	2		115,259
	ELDER AFFAIRS OFFICER	1		78,480
	ANIMAL CONTROL OFFICER	0		43,264
			-----	
			487,145	652,110

No overall change in staffing numbers, positions transferred from Support Services, Patrol, and Animal Control  
 Elder Affairs Officer was added during 2022 with the acceptance of the COPS Grant

## 2023 BUDGET WORKSHEET

DEPT NAME - POLICE - SPECIAL SERVICES

DEPT # - 40125

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023		EXPLANATION 2022	
4092	Temporary Pay	20,202	PT custodian (was in Support)	20,202		
4094	Shift Differential	2,600	Contractual SRO's reassigned to patrol during the summer months.	2,600	Contractual (3 yr wgt'd avg)	2,200
4097	Incentive Pay	1,800	Detective/CSU Sergeant Payment per CBA (3)		Detective/CSU Sergeant Payment per CBA (3)	
4098	Overtime pay	35,000	15 minute early reporting time, hold-overs, & other unscheduled, after hours events. Community engagement events.		15 minute early reporting time, hold-overs, & other unscheduled, after hours events.	
4110	Holiday Pay	3,600	Contractual payment for holidays worked.		Contractual payment for holidays worked.	
4260	Crime Prevention	6,500	Community / promotional items, such as stickers, coloring books, etc.	4,250	Community / promotional items, such as stickers, coloring books, etc. and SRO supplies	4,000
			National Night Out	2,250	National Night Out	2,000

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>POLICE-INVESTIGATIVE SERVICES</b>							
40130 - 4090	REGULAR PAY	776,806	827,234	799,428	1,276,004	1,276,004	1,276,004
40130 - 4094	SHIFT DIFFERENTIAL	4,778	4,913	4,748	4,913	4,913	4,913
40130 - 4097	INCENTIVE PAY	5,500	6,000	7,850	6,600	6,600	6,600
40130 - 4098	OVERTIME PAY	87,832	82,937	130,243	87,000	87,000	87,000
40130 - 4110	HOLIDAY PAY	19,352	15,450	13,257	16,559	16,559	16,559
40130 - 4170	RETIREMENT	274,402	317,296	319,200	453,211	453,211	453,211
40130 - 4171	DISABILITY INSURANCE	6,881	7,706	7,229	11,829	11,829	11,829
40130 - 4172	WORKERS' COMPENSATION	27,743	30,934	22,685	40,063	40,063	40,063
40130 - 4174	FICA-SOCIAL SECURITY	12,770	13,578	13,495	20,169	20,169	20,169
40130 - 4176	HEALTH INSURANCE	284,144	331,417	318,097	459,826	459,826	459,826
40130 - 4177	UNEMPLOYMENT COMPENSATION	337	385	354	595	595	595
40130 - 4178	LIFE INSURANCE	1,951	2,045	1,922	3,190	3,190	3,190
40130 - 4179	DENTAL INSURANCE	10,361	11,373	10,224	15,188	15,188	15,188
40130 - 4235	SMALL TOOLS & EQUIP.	2,372	2,000	2,531	2,000	2,000	2,000
40130 - 4400	CONTRACTED SERVICES-PAWN ST	3,500	9,779	8,668	9,397	9,397	9,397



**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
40130 - 4460	TRAVEL EXPENSE	1,049	750	-	750	750	750
	SUBTOTAL	1,519,778	1,663,797	1,659,931	2,407,294	2,407,294	2,407,294

**2023 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
POLICE INVESTIGATIVE SERVICES - 40130				
4090	LIEUTENANT	0		104,937
	SERGEANT (2)	1		176,344
	DETECTIVE (10)	2		723,816
	EVIDENCE OFFICER	0		78,480
	SCHOOL RESOURCE OFFICER (3)			192,427
			827,234	1,276,004
No overall change in staffing numbers, positions transferred from CSU Estimated offsetting revenue from School District.				

## 2023 BUDGET WORKSHEET

DEPT NAME - POLICE - INVESTIGATIVE SERVICES

DEPT # - 40130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4094	Shift Differential	4,913	Contractual - Night Detective \$40/Shift for evening work based on scheduled work assignments as well as additional shifts for special investigations, major crimes.	Contractual - Night Detective \$40/Shift for evening work based on scheduled work assignments as well as additional shifts for special investigations, major crimes.
4097	Incentive Pay	6,600	Detective Payment Per CBA (11)	Detective Payment Per CBA (11)
4098	Overtime pay	87,000	Detective overtime for major case investigations including drug cases. Salem Detectives have A portion will be reimbursed by Federal government program. Plus 15 minute contractual OT for Roll Call.	Detective overtime for major case investigations including drug cases. A portion will be reimbursed by Federal government program. Plus 15 minute contractual OT for Roll Call.
4110	Holiday Pay	16,559	Contractual payment for holidays worked.	Contractual payment for holidays worked.
4235	Small Tools	2,000	Evidence maintenance and investigative aids for detectives. 2,000  Misc supplies used by the ISU Purchase equipment for Crime Scene Response van.	Evidence maintenance and investigative aids for detectives. 2,000  Misc supplies used by the ISU Purchase equipment for Crime Scene Response van.

## 2023 BUDGET WORKSHEET

DEPT NAME - POLICE - INVESTIGATIVE SERVICES

DEPT # - 40130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4400	Contracted Services	9,397	Electronic Pawn Rgistrations (Offsetting revenue in GF 1-3303 Pawn Shop Registrations)	Electronic Pawn Rgistrations (Offsetting revenue in GF 1-3303 Pawn Shop Registrations)
			Callyo: Audio and video for investigations	CellBrite upgrade
			TransUnion (TLO) Investigative database subscription	TransUnion for Business yearly subscription
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.	Travel costs for detectives in major case investigations. Rental cars for undercover work as needed. Background investigation of new hires. Fugitive return details.

Estimated offsetting revenue from School District in GF 1-3625 of \$303,826 for SRO positions in 2022.

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

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>ANIMAL CONTROL</b>							
40135 - 4235	SMALL TOOLS & EQUIP.	13	250	-	500	500	500
40135 - 4429	KENNEL OPERATIONS	506	1,500	1,299	2,500	2,500	2,500
40135 - 4430	DISPOSITION OF ANIMALS	-	50	-	50	50	50
40135 - 4431	VETERINARIAN EMER. CARE	148	1,000	83	1,000	1,000	1,000
40135 - 4496	ELECTRICITY	6,569	6,871	7,060	6,702	6,702	6,702
SUBTOTAL		24,689	106,402	29,473	10,752	10,752	10,752

## 2023 BUDGET WORKSHEET

DEPT NAME - POLICE -ANIMAL CONTROL

DEPT # - 40135

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4235	Small Tools & Equipment	500	Equipment to operate kennel and stored within ACO truck.	Equipment to operate kennel and stored within ACO truck.
4429	Kennel Operations	2,500	Water, wood shavings, building upkeep, food for animals, kennel supplies, (plastic bags, bug spray, deodorizer). Minor building repairs	Water, wood shavings, building upkeep, food for animals, kennel supplies, (plastic bags, bug spray, deodorizer).
			Water & Sewer charges	Water & Sewer charges
4430	Disposition of Animals	50	Based on number of animal deaths. Law requires proper disposal of animals.	Based on number of animal deaths. Law requires proper disposal of animals.
4431	Veterinarian Emergency Care	1,000	Cost of treatment of injured animals when Town is unable to locate owner. Costs are recovered if animal is adopted.	Cost of treatment of injured animals when Town is unable to locate owner. Costs are recovered if animal is adopted.
4496	Electricity	6,702	Town Kennel and SARL Trailers (2) heat and electricity.	Town Kennel and SARL Trailers (2) heat and electricity.

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>POLICE-STATION</b>							
40140 - 4234	BUILDING SUPPLIES	5,472	3,500	10,037	7,500	7,500	7,500
40140 - 4400	CONTRACTED SERVICES	23,919	17,728	17,038	18,083	18,083	18,083
40140 - 4401	CLEANING SERVICES	14,850	2,760	1,295	-	-	-
40140 - 4450	TELEPHONE	44,644	45,288	47,085	45,688	45,688	45,688
40140 - 4451	POSTAGE	2,033	2,500	1,409	2,000	2,000	2,000
40140 - 4495	HEAT	5,991	6,469	7,584	7,113	7,113	7,113
40140 - 4496	ELECTRICITY	25,257	26,819	23,957	26,252	26,252	26,252
40140 - 4497	OTHER UTILITIES	332	603	323	583	583	583
40140 - 4498	BUILDING REPAIRS	182,099	35,000	34,955	35,000	35,000	35,000
SUBTOTAL		304,598	140,667	143,683	142,219	142,219	142,219
TOTAL-POLICE		11,422,982	13,499,261	12,685,340	14,142,852	13,867,934	14,142,852

**2023 BUDGET WORKSHEET**
**DEPT NAME - POLICE -STATION**
**DEPT # - 40140**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023		EXPLANATION 2022	
4234	Building Supplies	7,500	Provides for all building supplies for cleaning (various soap cleaning agents, solvents) Paper products, paper towels, toilet paper, carpet cleaner. Increase of maintenance supplies and material for in-house maintenance assistant.		Provides for all building supplies for cleaning (various soap cleaning agents, solvents) Paper products, paper towels, toilet paper, carpet cleaner.	
4400	Contracted Services	18,083	HVAC Maintenance Contract	2,264	HVAC Maintenance Contract	2,157
			Generator maint	1,008	Generator maint	960
			Pest control (82/mo)	984	Pest control (82/mo)	984
			Copier maint./service	1,785	Copier maint./service	1,700
			Annual Fire Alarm System	505	Annual Fire Alarm System	505
			Booking comp.camera maint.	350	Booking comp.camera maint.	300
			HAZMAT (Trauma 24)	3,500	HAZMAT (Trauma 24)	3,500
			Off site storage (Iron Mt)	3,657	Off site storage (Iron Mt)	3,657
			Protected Wifi Service	2,400	Protected Wifi Service	2,400
			Comcast digital box rental	250	Comcast digital box rental	250
			Mat service (Cintas)	1,380	Mat service (Cintas)	1,315
4401	Cleaning Services		Removed/added to building supplies		Deep clean \$1,380 * 2	2,760
4450	Telephone	45,688	Long distance service, phone and fax service & repairs	21,907	Long distance service, phone and fax service & repairs	21,907
			Cell phones (26)	13,885	Cell phones (26)	13,885
			Modems (17) Added 8 tablets for ICV	9,100	Modems (17)	8,700
			Internet Connection Invst Div.	796	Internet Connection Invst Div.	796



**2023 BUDGET WORKSHEET****DEPT NAME - POLICE -STATION****DEPT # - 40140**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>		<b>EXPLANATION 2022</b>	
4451	Postage	2,000	Department mail. Many items require certified mail. Requests for discovery and record requests. Pkgs & other UPS shipping.		Department mail. Many items require certified mail. Requests for discovery and record requests. Pkgs & other UPS shipping. More items mailed due to COVID	
4495	Heat	7,113	Natural gas heat. Based on 4,722 therms @1.37 /therm.		Natural gas heat. Based on 4,722 therms @1.37 /therm.	
4496	Electricity	26,252	Electricity for the Police Station		Electricity for the Police Station	
4497	Other Utilities	583	Water & sewer charges 3 Year weighted average + 7%		Water & sewer charges	
4498	Building Repairs	35,000	Basic repairs as needed to maintain 50+ year old building.	35,000	Basic repairs as needed to maintain 40+ year old building.	35,000

2023 BUDGET						
DEPT.	2021 EXPENDED	2022 BUDGET	2022 EXPENDED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b><i>FIRE DEPARTMENT SUMMARY</i></b>						
ADMINISTRATION	1,389,995	1,336,759	1,249,773	1,192,760	1,192,760	1,192,760
SUPPRESSION	11,674,928	12,001,441	11,987,236	12,504,667	12,261,711	12,504,667
COMMUNICATIONS	681,454	723,838	650,637	877,075	877,075	877,075
STATIONS	380,865	327,991	424,401	365,926	365,926	365,926
INSPECTIONAL SERVICES	797,882	938,414	775,264	909,180	909,180	909,180
TOTAL - FIRE DEPARTMENT	14,925,123	15,328,443	15,087,311	15,849,607	15,606,651	15,849,607

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b><i>FIRE-ADMINISTRATION</i></b>							
40200 - 4090	REGULAR PAY	474,701	504,179	487,013	431,153	431,153	431,153
40200 - 4170	RETIREMENT	151,352	154,527	168,621	124,498	124,498	124,498
40200 - 4171	DISABILITY INSURANCE	2,745	3,241	3,189	3,287	3,287	3,287
40200 - 4172	WORKERS' COMPENSATION	40,172	41,408	29,962	44,451	44,451	44,451
40200 - 4174	FICA-SOCIAL SECURITY	10,622	11,243	11,714	10,431	10,431	10,431
40200 - 4176	HEALTH INSURANCE	118,490	157,404	148,338	144,340	144,340	144,340
40200 - 4177	UNEMPLOYMENT COMPENSATION	168	175	220	140	140	140
40200 - 4178	LIFE INSURANCE	1,211	1,329	1,292	1,176	1,176	1,176
40200 - 4179	DENTAL INSURANCE	4,510	5,409	5,052	4,864	4,864	4,864
40200 - 4182	CLOTHING ALLOWANCE	69,970	66,301	62,893	66,301	66,301	66,301
40200 - 4200	OFFICE SUPPLIES	3,059	4,000	4,074	3,832	3,832	3,832
40200 - 4208	EQUIPMENT REPAIR	1,659	1,854	934	1,990	1,990	1,990
40200 - 4224	HAZARDOUS RESPONSE	15,377	16,581	15,681	16,721	16,721	16,721
40200 - 4227	AMBULANCE BILLING	78,523	109,763	88,620	107,650	107,650	107,650
40200 - 4232	AMBULANCE SUPPLIES	387,215	147,512	136,286	160,438	160,438	160,438

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
40200 - 4406	PRINTING & BINDING	1,580	1,745	2,725	1,484	1,484	1,484
40200 - 4409	TEST SERVICES	1,274	3,500	3,838	3,500	3,500	3,500
40200 - 4410	ADVERTISING	1,565	660	1,021	660	660	660
40200 - 4412	TRAINING EXPENSE	34,758	77,847	58,489	41,745	41,745	41,745
40200 - 4440	EQUIPMENT RENTAL	3,186	2,356	2,694	4,070	4,070	4,070
40200 - 4451	POSTAGE	454	706	293	542	542	542
40200 - 4603	EMERGENCY MANAGEMENT	26,412	25,019	16,822	19,487	19,487	19,487
	SUBTOTAL	1,389,995	1,336,759	1,249,773	1,192,760	1,192,760	1,192,760

**2023 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
FIRE ADMINISTRATION - 40200				
4090	FIRE CHIEF	0	149,548	155,359
	ASSISTANT FIRE CHIEF	0	116,770	113,351
	DEPUTY FIRE CHIEF, FIRE MARSHAL	0	86,700	95,038
	DIRECTOR OF EMS	(1)	87,904	0
	ADMIN. ASST.	0	63,257	67,405
			-----	
	Director of EMS moved from Administration to Suppression		504,179	431,153

# 2023 BUDGET WORKSHEET

DEPT NAME - FIRE-ADMINISTRATION

DEPT # - 40200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4182	Clothing Allowance	66,301	Due to contractual obligations, each employee is entitled to an annual clothing allowance. 75 F/T employees x 725 54,375 4 F/T employees x 950 3,800 3 P/T employee x 150 450 5 F/T employees x 325 1,625 Badges/Medals/Name Tags 1,975 Anticipated Initial Issue/Promotions 2,576 Damaged Uniforms 500 Employee Recognition 1,000	Due to contractual obligations, each employee is entitled to an annual clothing allowance. 75 F/T employees x 725 54,375 4 F/T employees x 950 3,800 3 P/T employee x 150 450 5 F/T employees x 325 1,625 Badges/Medals/Name Tags 1,975 Initial Issue/Promotions 2,576 Damaged Uniforms 500 Employee Recognition 1,000
4200	Office Supplies	3,832	General Office Supplies 3,832	General Office Supplies
4208	Equipment Repair	1,990	This account is for maintenance to office equipment; service & repair to copier/fax/scanner in admin. Copier Maintenance contract 60 months- Canon Sta. 1 1,090 Overages (estimate) - Copier Maintenance contract 60 months- Canon Sta. 2 450 Copier Maintenance contract 60 months- Canon Sta. 3 450	This account is for maintenance to office equipment; service & repair to copier/fax/scanner in admin. Copier Maintenance contract 610 Overages (estimate) 1,244
4224	Hazardous Response	16,721	Membership fee for the Southeastern New Hampshire Hazardous Materials Mutual Aid District. 16,721 Expenses related to mitigating hazardous conditions (excavators, demolition, etc.)	Membership fee for the Southeastern New Hampshire Hazardous Materials Mutual Aid District. 16,581 Expenses related to mitigating hazardous conditions (excavators, demolition, etc.)

# 2023 BUDGET WORKSHEET

DEPT NAME - FIRE-ADMINISTRATION

DEPT # - 40200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4227	Ambulance Billing	107,650	<p>Fees paid to contract for ambulance billing and collection services.</p> <p>This fee is based on 5.5% of all funds collected. Also includes a fee for mailing HIPPA Compliance letters.</p> <p>Offset- Revenue Ambulance Fees GF 1-3333</p> <p>Fees paid to QMC 101,750</p> <p>Transunion TLO 900</p> <p>Mailings for privacy notices 5,000</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. Also includes a fee for mailing HIPPA Compliance letters.</p> <p>Offset- Revenue Ambulance Fees GF 1-3333</p>
4232	Ambulance Supplies	160,438	<p>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 &amp; stair chair maintenance, etc.</p> <p>Supplies 77,765</p> <p>Stryker Pro-care Maintenance for all 23,773</p> <p>Cardiac Monitors, AEDs and LUCAS Devices; Power load &amp; power stretchers</p> <p>Oxygen rental and usage 3,800</p>	<p>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 &amp; stair chair maintenance, etc.</p> <p>Supplies 75,500</p> <p>Maintenance for Cardiac Monitors, AEDs and LUCAS Devices (28 units) 25,353</p> <p>Oxygen rental and usage 3,657</p>

2023 BUDGET WORKSHEET

DEPT NAME - FIRE-ADMINISTRATION

DEPT # - 40200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
				Power Load and Power Stretcher annual maintenance agreement 11,103
				Knox MedVault Replacement. Current units no longer supported (Final 2 units) 4,000
			Needle disposal service for ambulance needles 1,400	Needle disposal service for ambulance needles 1,400
			Equipment replacement for ambulances, a number of upgrades have been made the past couple of years, now we are transitioning to a 7 to 8 year replacement cycle 2 Zoll Ventilators (\$19,000 ea.), 4 Baxter IV Pumps (\$2,500 ea.), 1 Monitor Mount (\$600 ea.), 2 Reeves Sleeve Lifting Devices (\$850 ea.), and 2 ACR 4 Pediatric Transport Devices (\$1,000 ea.); Misc. unanticipated (\$1,400) 53,700	Equipment replacement for ambulances - 4 Combi Carriers (\$4,000), monitor mounts (\$5,500) and 5 stair chairs (\$17,000) 26,500
4406	Printing & Binding	1,484	Includes printing as listed: Maintenance Work Orders Tags Envelopes & Stationery Hazard Reports Medical Releases Health Insurance Portability and Accountability Act Forms Inspectional Services forms	Includes printing as listed: Maintenance Work Orders Tags Envelopes & Stationery Hazard Reports Medical Releases Health Insurance Portability and Accountability Act Forms Inspectional Services forms



## 2023 BUDGET WORKSHEET

DEPT NAME - FIRE-ADMINISTRATION

DEPT # - 40200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4409	Test Services	3,500	Expenses related to conducting annual promotional exams for Battalion Chief, Captain, Lieutenant, and Fire Inspector. Firefighter Candidate interviews, polygraph and psychological testing. Expenses for outside proctors and facility if necessary.	Expenses related to conducting annual promotional exams for Battalion Chief, Captain, Lieutenant, and Fire Inspector. Firefighter Candidate interviews, polygraph and psychological testing.
			3,500	3,500
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
4412	Training Expenses	41,745	All expenses related to training and professional development: Dues & Subscriptions; NHAFC; IAFC; NH 4,600 State Fireman's Association; NFPA; Training resources	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) 30,000
			Instruction Fees—Costs associated with classes at Salem Fire Dept.; Technical rescue training program- Year 3 of 4; Rope Technician class 15,000	Instruction Fees—Costs associated with classes at Salem Fire Dept. 35,000
			Outside Training—Off-site training 5,000	Outside Training—Off-site training 5,000

**2023 BUDGET WORKSHEET**
**DEPT NAME - FIRE-ADMINISTRATION**
**DEPT # - 40200**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			Rehab Supplies; water, Gatorade, food for member rehab during incidents	Rehab Supplies
			2,500	2,500
			Meeting Expenses	Meeting Expenses
			750	750
			Purchase/update resource library	
			1,000	
			Incident Command Training All Hazards for Officers	
			7,895	
			Training prop & building materials	
			5,000	
4440	Equipment Rental	4,070	Postage meter rental	Postage meter rental
			440	414
			Document disposal container rental	Document disposal container rental
			400	400
			Copier Lease Agree- Canon Sta. 1	Copier Lease Agreement
			1,680	1,542
			Copier Lease Agree.- Canon Sta. 2	
			775	
			Copier Lease Agree.- Canon Sta. 3	
			775	
4451	Postage	542	Costs of packaging, mailing and shipping.	Costs of packaging, mailing and shipping.
4603	Emergency Management	19,487	Emergency Operations Center (EOC) telephone lines (4)	Emergency Operations Center (EOC) telephone lines (4)
			-	1,524
			EOC equipment, charts, signs	EOC equipment, charts, signs
			500	750
			Emergency Management	Emergency Management
			2,987	5,000
			communications equip.- Desk Top Units	communications equip.
			Pandemic- Health and Safety PPE- FD EMS; and Replacement of 4 sets of Tactical PPE for ATR; year 1 of 6 (\$1,250 ea.)	Pandemic- Health and Safety PPE- FD EMS
			5,000	17,745
			Town of Salem 5 year Hazard Mitigation Plan Update-Due for 2023	Town of Salem 5 year Emergency Operations Plan Update-Done in 2022
			11,000	

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b><i>FIRE-SUPPRESSION</i></b>							
40210 - 4090	REGULAR PAY	4,252,619	4,502,679	4,355,250	4,562,858	4,319,902	4,562,858
40210 - 4093	REPLACEMENT PAY	1,508,194	1,161,750	1,576,508	1,423,154	1,423,154	1,423,154
40210 - 4096	LONGEVITY	3,160	3,160	3,160	1,800	1,800	1,800
40210 - 4097	INCENTIVE PAY	646,015	662,439	667,264	665,061	665,061	665,061
40210 - 4098	OVERTIME PAY/CALL BACK	185,009	200,000	187,573	240,140	240,140	240,140
40210 - 4110	HOLIDAY PAY	72,388	79,482	74,162	72,362	72,362	72,362
40210 - 4170	RETIREMENT	2,076,392	2,166,297	2,221,399	2,174,713	2,174,713	2,174,713
40210 - 4171	DISABILITY INSURANCE	2,104	2,340	2,683	1,040	1,040	1,040
40210 - 4172	WORKERS' COMPENSATION	577,663	635,893	458,385	721,137	721,137	721,137
40210 - 4174	FICA-SOCIAL SECURITY	99,689	100,394	101,603	100,997	100,997	100,997
40210 - 4176	HEALTH INSURANCE	1,901,627	2,227,227	2,082,394	2,238,516	2,238,516	2,238,516
40210 - 4177	UNEMPLOYMENT COMPENSATION	2,373	2,450	2,699	2,485	2,485	2,485
40210 - 4178	LIFE INSURANCE	12,719	13,360	12,991	13,439	13,439	13,439
40210 - 4179	DENTAL INSURANCE	63,483	65,709	62,121	66,765	66,765	66,765
40210 - 4225	BREATHING APPARATUS	35,618	12,376	14,067	16,500	16,500	16,500

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
40210 - 4228	FIRE HOSE	8,504	6,574	7,249	8,600	8,600	8,600
40210 - 4229	WATER SUPPLY MAINTENANCE	729	1,000	738	1,000	1,000	1,000
40210 - 4230	FIREFIGHTING PPE	147,792	76,463	83,294	84,812	84,812	84,812
40210 - 4412	EMS TRAINING	33,071	40,048	23,634	53,088	53,088	53,088
40210 - 4602	FIRE EQUIPMENT	31,661	25,000	43,147	33,365	33,365	33,365
40210 - 4611	EMS CERTIFICATION	14,118	16,800	6,916	22,835	22,835	22,835
SUBTOTAL		11,674,928	12,001,441	11,987,236	12,504,667	12,261,711	12,504,667

**2023 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
FIRE SUPPRESSION - 40210				
4090	BATTALION CHIEFS (4)	0	333,011	335,967
	CAPTAINS (3)	0	233,671	239,260
	LIEUTENANTS (9)	0	651,353	640,252
	DIRECTOR OF EMS	1		90,374
	FIREFIGHTER/PARAMEDIC (52)	0	3,138,979	3,109,984
	INSPECTOR (FIREFIGHTER)	0	71,984	70,758
	MECHANIC	0	73,681	76,263
			-----	-----
			4,502,679	4,562,858

Director of EMS moved from Administration to Suppression

# 2023 BUDGET WORKSHEET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4093	Replacement Pay	1,423,154	<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>3,916 shifts/yr</p> <hr/> <p>3,916 replacement shifts needed</p> <p>@ 546.03 (avg.) = 2,138,136</p> <p>3 Year Weighted Average - 1,423,154</p> <p>Overspent in 2021 by \$285,300</p> <p>Overspent in 2020 by \$89,708</p> <p>Overspent in 2019 by \$177,976</p> <p>2021 Expenditure 1,508,194</p>	<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>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>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	1,800	<p>Costs are contractual obligations under the collective bargaining agreement.</p> <p>Eligible Employees receive \$200 after 5 years of service and \$40 for each additional year of service.</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>

2023 BUDGET WORKSHEET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022																				
4097	Incentive Pay	665,061	<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 - 58 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 - 58 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 - 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%
Emergency Medical Technician - 72 of 72	6.50%																							
Advanced Emergency Medical Technician - 58 of 72	2.50%																							
Defibrillator Cert – 72 of 72	1.50%																							
Firefighter -Level II – 20 of 72	3.00%																							
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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%																							
4098	Overtime Pay	240,140	<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> <table><tr><td></td><td>188,540</td></tr><tr><td>Technical Rescue Training (Rope Technician Class) (Module 3 of 4 of Technical Rescue Training)</td><td>44,000</td></tr></table>		188,540	Technical Rescue Training (Rope Technician Class) (Module 3 of 4 of Technical Rescue Training)	44,000	<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> <table><tr><td></td><td>142,000</td></tr><tr><td>Technical Rescue Training (Rope Operations and Technician Class) (Module 2 of 3 of Technical Rescue Training)</td><td>50,400</td></tr></table>		142,000	Technical Rescue Training (Rope Operations and Technician Class) (Module 2 of 3 of Technical Rescue Training)	50,400												
	188,540																							
Technical Rescue Training (Rope Technician Class) (Module 3 of 4 of Technical Rescue Training)	44,000																							
	142,000																							
Technical Rescue Training (Rope Operations and Technician Class) (Module 2 of 3 of Technical Rescue Training)	50,400																							

# 2023 BUDGET WORKSHEET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			Community Outreach Programs 7,600 (10 hours / month)	Community Outreach Programs 7,600 (10 hours / month)
4110	Holiday Pay	72,362	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	16,500	Masks/Regulators & Voice Amp Units 16,500 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 5,988 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	8,600	Annual replacements of fire hose that needs to be replaced due to age (20 years) and wear/tear/damaged hose	Annual replacements of hose due to age and wear and tear.
	3 yr WA Plus 16% Industry Inc.		8,600	500' - 4" 2,975 800' - 1.75" 2,069 400' - 2.50" 1,530
4229	Water Supply Maintenance	1,000	Items needed to maintain cisterns (8), Dry Hydrants(1), pipes, strainers, caps, signs etc. Repairs to Cisterns 500	Items needed to maintain cisterns (8), Dry Hydrants(1), pipes, strainers, caps, signs etc. Repairs to Cisterns 500



2023 BUDGET WORKSHEET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			Misc. Maintenance 500	Misc. Maintenance 500
4230	Firefighting PPE	84,812	Firefighter protective clothing. Includes costs for boots, gloves, hoods and face shields, maintaining compliance with the National Fire Protection Association Firefighting Safety Standard for initial issues as well as replacements (15 sets Coat, Pants, Boots, Hood, Gloves) (\$5,074 each) 76,110 Boots (4 Pair) 2,140 Gloves (10 Pair) 1,130 Hoods (10) 460 Extrication Gloves (4) - Turnout Gear Repairs 2,500 Reflective Vests (6) 570 Helmets (4) 1,352 Personal Flashlight (5) 550	Firefighter protective clothing. Includes costs for boots, gloves, hoods and face shields, maintaining compliance with the National Fire Protection Association Firefighting Safety Standard for initial issues as well as replacements (15 sets Coat, Pants, Boots, Hood, Gloves) (\$4,525 each) 67,875 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
4412	EMS Training	53,088	AEMT Course - Single course price 1,500 Paramedic Course (2) 28,000 Instructor Training 3,600 Dues and Subscriptions - EMS 2,148 Outside Training- Classes taught by subject matter experts; cardiologist, respiratory therapist, labor & delivery, ER physicians 10,500 Meeting expenses 300 CPR Training Supplies 2,000 CPR Training-public (offset to revenue GF 1-3336) 5,040	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 GF 1-3336) 5,000

2023 BUDGET WORKSHEET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4602	Fire Equipment	33,365	<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>Unanticipated equipment 2,500</p> <p>Annual Equipment Replacement Cycle</p> <p>Thermal Imaging Camera x1; establish replacement cycle so all cameras are replaced within the 10 year manufacturer supported window; outside of 10 years the TICs are no longer supported/repairable 8,200</p> <p>Gas meter replacement cycle for 4x gas meter (oxygen, LEL, H2S, &amp; CO) meters x2; \$1010 ea. 2,020</p> <p>Gas meter replacement cycle for CO (carbon monoxide)meters x3; 406 ea. 1,218</p> <p>Gas meter replacement cycle for CL2 (chlorine), HCN (hydrogen cyanide), &amp; NH3 (ammonia) meters x2; 670 ea. 1,350</p> <p>SCBA cylinder tool adapter x2; \$795 ea. 1,590</p> <p>Vulcan Box Flashlights replacement for Apparatus x6; 180 ea. 1,080</p> <p>Marine unit 1 storage compartment replacement for water rescue equipment 400</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>

2023 BUDGET WORKSHEET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			Mustang Ice Rescue Suits Replacement cycle. x4; \$900 ea.	
			3,600	
			Forcible entry door spreader weddle tool	
			1,495	
			Forcible entry tool Hydra-ram replacement cycle	
			2,200	
			APW Fire Extinguisher replacement	
			167	
			Sump-pump water kit; used in community during water events/flooded basements x2; \$200 ea.	
			400	
			Ventilation saw; Replacement cycle x1; \$1,599 ea.	
			1,599	
			Chain saw; Replacement cycle x2; \$272 ea.	
			544	
			Ground ladders- Duosafety brand; 1- 16' roof ladder; 1-24' ladder; 1- 28' ladder; 1- 35' ladder; 1 attic ladder	
			5,002	
4611	EMS Certification	22,835	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.	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.
			Mandatory continuing education for Emergency Medical Technicians (14 EMTs, 40 AEMTs, and 19 Paramedics) including CPR recert and 96 hours of con-ed	Mandatory continuing education for Emergency Medical Technicians (18 EMTs, 37 AEMTs, and 18 Paramedics) including CPR recert and 96 hours of con-ed
			12,000	8,160

**2023 BUDGET WORKSHEET****DEPT NAME - FIRE-SUPPRESSION****DEPT # - 40210**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
			National Continued Competency Requirement (NCCR)	National Continued Competency Requirement (NCCR)
			NREMT recertification fees	NREMT recertification fees
			Pediatric Advanced Life Support continuing education	
			(Above NCCR, NREMT PALS are based on the number of individuals due)	(Above are based on the number of individuals due)
			6,000	7,800
			966	840
			3,869	

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b><i>FIRE-COMMUNICATIONS</i></b>							
40220 - 4090	REGULAR PAY	221,138	246,462	190,716	264,432	264,432	264,432
40220 - 4092	TEMPORARY PAY	22,399	40,642	15,029	9,556	9,556	9,556
40220 - 4093	REPLACEMENT PAY	110,182	66,845	144,794	102,194	102,194	102,194
40220 - 4097	INCENTIVE PAY	3,963	4,080	4,134	4,189	4,189	4,189
40220 - 4098	OVERTIME PAY	3,091	2,500	4,470	3,448	3,448	3,448
40220 - 4110	HOLIDAY PAY	3,505	3,516	13,105	3,122	3,122	3,122
40220 - 4170	RETIREMENT	55,045	45,540	63,110	52,057	52,057	52,057
40220 - 4171	DISABILITY INSURANCE	221	432	205	622	622	622
40220 - 4172	WORKERS' COMPENSATION	813	899	659	1,084	1,084	1,084
40220 - 4174	FICA-SOCIAL SECURITY	23,321	27,866	22,238	29,602	29,602	29,602
40220 - 4176	HEALTH INSURANCE	89,564	135,291	100,849	197,258	197,258	197,258
40220 - 4177	UNEMPLOYMENT COMPENSATION	247	303	189	234	234	234
40220 - 4178	LIFE INSURANCE	669	735	616	786	786	786
40220 - 4179	DENTAL INSURANCE	2,928	4,128	3,023	6,120	6,120	6,120
40220 - 4233	ALARM MAINTENANCE	80,226	7,500	4,457	7,700	7,700	7,700

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
40220 - 4412	TRAINING EXPENSE	351	1,880	758	1,880	1,880	1,880
40220 - 4450	TELEPHONE	40,228	35,360	30,700	35,360	35,360	35,360
40220 - 4456	RADIO MAINTENANCE	23,564	99,859	51,584	157,431	157,431	157,431
	SUBTOTAL	681,454	723,838	650,637	877,075	877,075	877,075

2023 PERSONNEL WORKSHEET

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
FIRE COMMUNICATIONS - 40220				
4090	COMMUNICATIONS SUPERVISOR	0	66,155	66,924
	DISPATCHERS (5) (ONE AT NINE MONTHS)	1	180,307	197,508
			-----	-----
			246,462	264,432

## 2023 BUDGET WORKSHEET

DEPT NAME - FIRE-COMMUNICATIONS

DEPT # - 40220

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4092	Temporary Pay	9,556	Hourly wages paid to part-time dispatchers (3 months)	Hourly wages paid to part-time dispatchers to cover 104 open shifts and 156 weekday shifts.  Total # of Shifts 208 40,642
4093	Replacement Pay	102,194	Coverage for dispatcher's vacations, sick leave, personal days, etc. Approx. 408 shifts (3 year weighted leave average) are covered by full time dispatchers or firefighters.	Coverage for dispatcher's vacations, sick leave, personal days, etc. Approx. 219 shifts are covered by full time dispatchers or firefighters.
4097	Incentive Pay	4,189	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	3,448	Overtime paid for emergency callbacks and holdovers to cover dispatch during emergency incidents and includes overtime pay for in-service training/emergency incident critiques.	Overtime paid for emergency callbacks and holdovers to cover dispatch during emergency incidents and includes overtime pay for in-service training/emergency incident critiques.
4110	Holiday Pay	3,122	Anticipation that (5) dispatchers will redeem 3 holidays each at 1/4 week's pay for each shift (15 shifts)	Anticipation that (5) dispatchers will redeem 3 holidays each at 1/4 week's pay for each shift (15 shifts)
4233	Alarm Maintenance	7,700	Includes the cost of maintaining the Town's radio box fire alarm system and repairs to console equipment. Console - Inside Work 2,000 Emergency outside Radio Box Repairs 2,500	Includes the cost of maintaining the Town's radio box fire alarm system and repairs to console equipment. Console - Inside Work 1,850 Emergency outside Radio Box Repairs 2,450



## 2023 BUDGET WORKSHEET

DEPT NAME - FIRE-COMMUNICATIONS

DEPT # - 40220

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			Recorder Maint. Contract 2,500	Recorder Maint. Contract 2,500
			Traffic Light Repairs 700	Traffic Light Repairs 700
4412	Training Expense	1,880	Professional development training 1,480	Professional development training 1,480
			5 Dispatchers	5 Dispatchers
			2 Part-time Dispatchers	2 Part-time Dispatchers
			APCO Membership 400	APCO Membership 400
4450	Telephone	35,360	Annual costs for all telephone services:	Annual costs for all telephone services:
			BCN & Partners Communications Service 12,000	BCN Communications Service 12,000
			(Business Lines, 911 lines, Fax Lines)	(Business Lines, 911 lines, Fax Lines)
			Wireless Services: 18,000	Wireless Services: 18,000
			Cellular Phones (17)	Cellular Phones (17)
			Broadband Communications (aircards)	Broadband Communications (aircards)
			(Includes Inspectional Services, Cardiac Monitors, I-Pads etc.)	(Includes Inspectional Services, Cardiac Monitors, I-Pads etc.)
			Emergency Repairs, Equipment, Parts, etc. Maintenance 2,000	Emergency Repairs, Equipment, Parts, etc. Maintenance 2,000
			Comcast Internet circuit (Recommended by IT for FD resiliency, Phones, IT etc.) 3,120	Comcast Internet circuit (Recommended by IT for FD resiliency, Phones, IT etc.) 3,120
			Alarm Monitoring (panic buttons) 240	Alarm Monitoring (panic buttons) 240
			(moved from Central)	(moved from Central)
4456	Radio Maintenance	157,431	Repairs and maintenance wiring, Radio Boxes; Recorder Maintenance, mobile & portable radios 10,000	Repairs and maintenance 10,000
			Mobiles (24)	Mobiles (24)
			Portables (79)	Portables (79)

## 2023 BUDGET WORKSHEET

DEPT NAME - FIRE-COMMUNICATIONS

DEPT # - 40220

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			Portable Radio Batteries	Portable Radio Batteries
		1,000		1,000
			Lawrence Rd/Howard St. Generators	Lawrence Rd/Howard St. Generators
		2,500		2,500
			LMR System Support contract (covers	LMR System Support contract (covers
		143,931		86,359
			Town wide system (Fire, PD and	Town wide system (Fire, PD and
			Municipal Svc). Multi-year Svc.	Municipal Svc)
			Agreement: yr. 1 = \$143,931; yr 2 =	
			\$147,004; yr. 3 = \$150,170; yr 4 =	
			\$153,430; yr 5 = \$156,788; yr 6 =	
			\$160,245; current warranty ends Feb 28	
			2023	
			(full year)	(partial year)

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b><i>FIRE-STATIONS</i></b>							
40230 - 4235	SMALL TOOLS & EQUIP.	11,219	10,393	11,693	12,757	12,757	12,757
40230 - 4237	GAS & OIL	63,645	72,687	64,075	82,989	82,989	82,989
40230 - 4452	BUILDING MAINTENANCE	14,179	7,379	11,494	12,429	12,429	12,429
40230 - 4458	VEHICLE MAINTENANCE	149,558	96,865	184,894	134,761	134,761	134,761
40230 - 4600	OFFICE FURNITURE & APPLIANCES	4,076	3,215	8,890	2,750	2,750	2,750
SUBTOTAL		242,677	190,539	281,045	245,686	245,686	245,686
<b><i>CENTRAL STATION #1</i></b>							
40231 - 4452	BUILDING MAINTENANCE	48,762	26,710	21,053	24,556	24,556	24,556
40231 - 4495	HEAT	7,028	9,323	8,692	8,764	8,764	8,764
40231 - 4496	ELECTRICITY	19,261	17,972	17,944	19,164	19,164	19,164
40231 - 4497	OTHER UTILITIES	2,454	2,687	2,499	2,668	2,668	2,668
SUBTOTAL		77,505	56,692	50,187	55,152	55,152	55,152
<b><i>SOUTH STATION #3</i></b>							
40233 - 4452	BUILDING MAINTENANCE	12,398	14,950	20,764	11,500	11,500	11,500
40233 - 4495	HEAT	6,617	10,093	11,355	8,925	8,925	8,925

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
40233 - 4496	ELECTRICITY	5,260	5,244	6,517	5,345	5,345	5,345
40233 - 4497	OTHER UTILITIES	2,304	1,185	890	2,092	2,092	2,092
	SUBTOTAL	26,579	31,472	39,526	27,862	27,862	27,862
<b>NORTH STATION #2</b>							
40234 - 4452	BUILDING MAINTENANCE	16,543	30,500	32,474	17,650	17,650	17,650
40234 - 4495	HEAT	10,270	11,640	13,939	12,255	12,255	12,255
40234 - 4496	ELECTRICITY	6,618	6,596	6,776	6,844	6,844	6,844
40234 - 4497	OTHER UTILITIES	432	552	454	477	477	477
	SUBTOTAL	33,864	49,288	53,643	37,226	37,226	37,226
	TOTAL-STATIONS	380,865	327,991	424,401	365,926	365,926	365,926

**2023 BUDGET WORKSHEET**
**DEPT NAME - FIRE-STATIONS**
**DEPT # - 40230**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4235	Small Tools	12,757	Tools/replacement and specialized equipment used by department mechanic.	Tools/replacement and specialized equipment used by department mechanic.
			Tools/replacement equipment 7,000	Tools/replacement equipment 7,895
			Subscriptions for Vehicle Diagnostic & Repair Programs	Subscriptions to Vehicle Diagnostic Programs (shared with DPW) 2,498
			Identifix 1,428	
			Cummins Engines 1,440	
			Engine Code Reading Unit Software update 899	
			Vehicle service ramps 1,990	
4237	Gas & Oil	82,989	Fuel Estimate: diesel and gasoline (based on 3 yr wgt'd avg and 75% increase for 6 months) 76,489	Fuel Estimate: 19,191 gallons of diesel @ 2.39 and 8,684 gallons of gasoline @ 2.34 66,187
			DEF, Oils, waste oil, etc. (drums/quarts) 6,500	DEF, Oils, waste oil, etc. (drums/quarts) 6,500
4452	Building Maintenance	12,429	Supplies and equipment used for building maintenance in all fire stations. Light bulbs, cleansers, paper towels, toilet paper, trash bags, mops, sponges, buffer pads & shop safety equipment, pest control products. Pandemic cleaning supplies continue.	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.
			12,429	Level funded
4458	Vehicle Maintenance	134,761	This category includes:	This category includes:

## 2023 BUDGET WORKSHEET

DEPT NAME - FIRE-STATIONS

DEPT # - 40230

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			<p>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.</p> <p>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 &amp; tests e.g. pump tests, ladder testing.</p> <p>Supplies including grease, rags, wax, paints, mechanic overalls, etc. Replacement of tires for Fire Department apparatus, cars &amp; ambulances.</p> <p style="text-align: right;">128,761</p> <p>(Includes maintenance of Inspections vehicles)</p> <p>Rust repair necessary to keep vehicles 6,000 on road. (Proposed to be replaced in 2023 CIP)</p>	<p>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.</p> <p>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 &amp; tests e.g. pump tests, ladder testing.</p> <p>Supplies including grease, rags, wax, paints, mechanic overalls, etc. Replacement of tires for Fire Department apparatus, cars &amp; ambulances.</p> <p style="text-align: right;">90,865</p> <p>(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>
4600	Office Furniture & Appliances	2,750	<p>All Appliances, including refrigerators, stoves, dishwashers, washing machines, chairs, dryers and miscellaneous office furniture for all three stations.</p> <p style="text-align: right;">2,750</p>	<p>All Appliances, including refrigerators, stoves, dishwashers, washing machines, chairs, dryers and miscellaneous office furniture for all three stations.</p> <p style="text-align: right;">3,215</p>

## 2023 BUDGET WORKSHEET

DEPT NAME - FIRE-CENTRAL STATION #1

DEPT # - 40231

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4452	Building Maintenance		Maintenance and repair costs for Central Fire Station as follows:	Maintenance and repair costs for Central Fire Station as follows:
	Constructed in 1967	24,556	Exhaust System Maintenance 2,500	Exhaust System Maintenance 1,800
			HVAC Maintenance (includes duct cleaning, milkicide tx, odor neut. UV) 3,273	HVAC Maintenance (includes duct cleaning, milkicide tx, odor neut. UV) 8,500
			Electrical Repairs 2,430	Electrical Repairs 2,100
			Plumbing Supplies & Repair 2,470	Plumbing Supplies & Repair 2,000
			Overhead Door Repair 3,552	Overhead Door Repair 4,000
			Building/Grounds Maintenance 8,020	Building/Grounds Maintenance 6,360
			Generator Maintenance 655	Generator Maintenance 450
			Building Decon / disinfecting 800	Building Decon / disinfecting 750
			Pest Control 756	Pest Control 750
			State of NH Pressure Vessel Inspection 100	
4495	Heat	8,764	Heating and air conditioning costs for Central Fire Station. 3 Year weighted average + 50% for 6 months	Heating and air conditioning costs for Central Fire Station. 6,805 therms (3 yr wgtd avg) natural gas @ \$1.37/therm
4496	Electricity	19,164	Electricity costs for Central Fire Station. 3 Year weighted average + 3%	Electricity costs for Central Fire Station. Level funded
4497	Other Utilities	2,668	Water and sewer charges. 3 Year weighted average + 7%	Water and sewer charges. Level Funded

# 2023 BUDGET WORKSHEET

DEPT NAME - FIRE-SOUTH STATION #3

DEPT # - 40233

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4452	Building Maintenance	11,500	Maintenance and repair costs for South Fire Station as follows: Exhaust System Maintenance 1,200 HVAC Maintenance 750 Electrical Repairs 2,000 Plumbing Supplies & Repair 1,000 Overhead Door Repair 1,000 Building/Grounds Maintenance 1,450 Generator Maintenance 300 Fire Alarm Annual Inspection 300 Sprinkler Annual Inspection 450 Pressure Vessel Inspections State of NH 100 Pest Control 875 Building Decon / disinfecting 800 Flagpole Replacement 1,275	Maintenance and repair costs for South Fire Station as follows: Exhaust System Maintenance 1,200 HVAC Maintenance 750 Electrical Repairs 2,000 Plumbing Supplies & Repair 1,000 Overhead Door Repair 1,000 Building/Grounds Maintenance 1,450 Generator Maintenance 300 Fire Alarm Annual Inspection 300 Sprinkler Annual Inspection 400 Pressure Vessel Inspections State of NH 100 Pest Control 850 Building Decon / disinfecting 800 Door Replacement (Replace 2 exterior doors that have rotted and are failing.) 4,800
4495	Heat	8,925	Heating costs for South Fire Station. 3 Year weighted average + 50% for 6 months	Heating costs for South Fire Station. 4,567 gal of propane @ \$2.21/gallon
4496	Electricity	5,345	Electricity costs for South Fire Station . 3 Year weighted average + 3%	Electricity costs for South Fire Station . Level funded
4497	Other Utilities	2,092	Water and sewer charges. 3 Year weighted average + 7%	Water and sewer charges.



## 2023 BUDGET WORKSHEET

DEPT NAME - FIRE-NORTH STATION #2

DEPT # - 40234

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4452	Building Maintenance		Maintenance and repair costs for North Fire Station as follows:	Maintenance and repair costs for North Fire Station as follows:
	Constructed in 2005	17,650	Exhaust System Maintenance 1,650	Exhaust System Maintenance 1,000
			HVAC Maintenance 3,900	HVAC Maintenance 3,000
			Electrical Repairs 2,000	Electrical Repairs 500
			Plumbing Supplies & Repair 1,000	Plumbing Supplies & Repair 500
			Overhead Door Repair 2,050	Overhead Door Repair 1,000
			Building/Grounds Maintenance 3,100	Building/Grounds Maintenance 16,500
			Generator Maintenance 400	Generator Maintenance 300
			Fire Alarm Maintenance 450	Fire Alarm Maintenance 300
			Fire Sprinkler Maintenance 500	Fire Sprinkler Maintenance 400
			Septic/Grey Water 250	Septic/Grey Water 250
			Pest Control 1,500	Pest Control 1,000
			Building Decon / disinfecting 750	Building Decon / disinfecting 750
			State of NH Pressure Vessel Inspection 100	Replace Hot water heater 5,000
4495	Heat	12,255	Heating costs for North Fire Station. 3 Year weighted average + 50% for 6 months	Heating costs for North Fire Station. 5,267 gal of propane @ \$2.21/gallon
4496	Electricity	6,844	Electricity costs for North Fire Station. 3 Year weighted average + 3%	Electricity costs for North Fire Station. Level funded
4497	Other Utilities	477	Water charges 445 3 Year weighted average + 7%	Water charges. Level funded

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b><i>FIRE-INSPECTIONAL SERVICES</i></b>							
40240 - 4090	REGULAR PAY	392,983	436,207	397,009	457,594	457,594	457,594
40240 - 4092	TEMPORARY PAY	61,304	86,581	77,976	87,515	87,515	87,515
40240 - 4170	RETIREMENT	50,144	61,630	56,284	63,123	63,123	63,123
40240 - 4171	DISABILITY INSURANCE	3,263	4,061	3,731	4,195	4,195	4,195
40240 - 4172	WORKERS' COMPENSATION	22,069	27,176	19,929	19,566	19,566	19,566
40240 - 4174	FICA-SOCIAL SECURITY	31,835	43,031	34,089	41,701	41,701	41,701
40240 - 4176	HEALTH INSURANCE	123,303	183,754	106,540	128,598	128,598	128,598
40240 - 4177	UNEMPLOYMENT COMPENSATION	277	350	328	280	280	280
40240 - 4178	LIFE INSURANCE	953	1,212	1,010	856	856	856
40240 - 4179	DENTAL INSURANCE	4,420	6,193	4,214	3,272	3,272	3,272
40240 - 4231	INSPECTIONAL SERVICES SUPPLIE	4,195	5,275	7,223	2,625	2,625	2,625
40240 - 4400	CONTRACTED SERVICES	55,850	26,500	20,520	43,383	43,383	43,383
40240 - 4405	MEMBERSHIPS & PUBLICATIONS	1,030	2,869	1,144	2,889	2,889	2,889
40240 - 4453	MEETINGS & TRAINING	-	1,500	767	1,500	1,500	1,500
40240 - 4587	RECORDING FEES	67	75	-	83	83	83

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
40240 -4810	MOSQUITO CONTROL	44,500	52,000	44,500	52,000	52,000	52,000
	SUBTOTAL	797,882	938,414	775,264	909,180	909,180	909,180
	TOTAL-FIRE	14,925,123	15,328,443	15,087,311	15,849,607	15,606,651	15,849,607

**2023 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
FIRE-INSPECTIONAL SERVICES - 40240				
4090	BUILDING OFFICIALS/INSPECTORS (3)	0	222,111	238,932
	HEALTH OFFICER	0	104,752	107,354
	ADMIN. SECRETARY	0	58,188	55,205
	FIRE CLERK	0	51,156	56,103
			-----	-----
			436,207	457,594

**2023 BUDGET WORKSHEET**
**DEPT NAME -FIRE - INSPECTIONAL SERVICES**
**DEPT # - 40240**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4092	Temporary Pay	87,515	2 PT inspectors @ 24 hrs/wk	2 PT inspectors @ 24 hrs/wk
4231	Inspectional Services	2,625		
	Supplies		Inspection/Investigation tools and equipment including evidence collection and photo supplies	Code Books/Library
			Fire Prevention/Education Literature	Inspection/Investigation tools and equipment including evidence collection and photo supplies
			Microbiological and environmental testing and sampling supplies, thermometers, probe wipes, disposable gloves and tracing dye	Fire Prevention/Education Literature
4400	Contracted Services	43,383	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.	Safety Trailer supplies & equip.
			Estimated 65 samples @ \$35 each.	Microbiological and environmental testing and sampling supplies, thermometers, probe wipes, disposable gloves and tracing dye
			Septic Inspections/reviews (offsetting revenue GF 1-3371)	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.
4405	Memberships & Publications	2,889	Prof. Assn. Memberships:	Estimated 75 samples @ \$20 each.
			NH Building Officials Assn	Septic Inspections/reviews (offsetting revenue GF 1-3371)
			NH Fire Prevention and International Arson Investigators	Prof. Assn. Memberships:
			NH Building Officials Support Staff (2)	NH Building Officials Assn
			Code Subscriptions Service	NH Fire Prevention and International Arson Investigators
				NH Building Officials Support Staff (2)
				Code Subscriptions Service

# 2023 BUDGET WORKSHEET

DEPT NAME -FIRE - INSPECTIONAL SERVICES

DEPT # - 40240

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			NFPA 175	NFPA 175
			ICC 145	ICC 145
			N.H. Health Officers Assoc. 45	N.H. Health Officers Assoc. 45
			Granite State Designers and Installers 140	Granite State Designers and Installers 140
4453	Meetings & Training	1,500	ICC Certifications (3) 757	ICC Certifications (3) 757
			Code Training & Continuing Education (7 inspectors & 2 Administrative staff) 500	Code Training & Continuing Education (7 inspectors & 2 Administrative staff) 500
			NH Health Officers Association (Semi-Annual meetings) 198	NH Health Officers Association (Semi-Annual meetings) 198
			Annual Granite State Designers & Installers Conference (1-day) 45	Annual Granite State Designers & Installers Conference (1-day) 45
4587	Recording Fees	83	Deed addendums for in-law and accessory apartments (offsetting revenue GF 1-3260)	Deed addendums for in-law and accessory apartments (offsetting revenue GF 1-3260)
4810	Mosquito Control	52,000	Mosquito surveillance, larviciding and adulticiding. Includes annual permit and special event spraying 48,000	Mosquito surveillance, larviciding and adulticiding. Includes annual permit and special event spraying 48,000
			Targeted Spraying 4,000	Targeted Spraying 4,000

2023 BUDGET						
DEPT.	2021 EXPENDED	2022 BUDGET	2022 EXPENDED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>MUNICIPAL SERVICES SUMMARY</b>						
ADMINISTRATION	456,074	548,560	434,383	628,873	628,873	628,873
GARAGE	56,192	59,012	84,755	65,594	65,594	65,594
FLEET	552,549	618,623	543,164	690,799	686,799	686,799
STREETS/SHOPS	1,366,880	1,601,532	1,314,853	1,624,986	1,576,321	1,596,520
WINTER WEATHER	883,803	800,026	1,008,744	1,005,789	830,789	830,789
SOLID WASTE	1,144,654	1,131,860	1,475,214	1,589,038	1,510,733	1,589,038
PARKS/PROPERTY	635,355	602,500	633,783	679,001	645,266	671,021
ENGINEERING	462,553	641,403	532,036	795,577	795,577	795,577
LIGHTING	662,654	606,693	576,637	668,797	668,797	668,797
<hr/>						
TOTAL - MUNICIPAL SERVICES	6,220,714	6,610,209	6,603,570	7,748,454	7,408,749	7,533,008

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>MUNICIPAL SERVICES-ADMINISTRATION</b>							
50100 - 4090	REGULAR PAY	247,129	289,330	216,599	321,853	321,853	321,853
50100 - 4092	TEMPORARY PAY	3,038	-	-	-	-	-
50100 - 4170	RETIREMENT	30,987	40,681	30,454	44,399	44,399	44,399
50100 - 4171	DISABILITY INSURANCE	1,823	2,301	1,592	2,452	2,452	2,452
50100 - 4172	WORKERS' COMPENSATION	7,511	7,632	5,488	10,242	10,242	10,242
50100 - 4174	FICA-SOCIAL SECURITY	18,735	22,134	16,204	24,622	24,622	24,622
50100 - 4176	HEALTH INSURANCE	64,863	80,702	43,390	80,660	80,660	80,660
50100 - 4177	UNEMPLOYMENT COMPENSATION	140	105	82	105	105	105
50100 - 4178	LIFE INSURANCE	605	726	455	739	739	739
50100 - 4179	DENTAL INSURANCE	2,138	3,014	1,320	3,083	3,083	3,083
50100 - 4182	CLOTHING ALLOWANCE	10,723	12,141	12,671	27,198	27,198	27,198
50100 - 4200	OFFICE SUPPLIES	1,585	1,700	584	1,700	1,700	1,700
50100 - 4239	DAM REPAIR & MAINTENANCE	39,189	59,050	67,020	27,150	27,150	27,150
50100 - 4240	FLOOD CONTROL MANAGEMENT	9,100	9,100	9,100	9,400	9,400	9,400
50100 - 4400	CONTRACTED SERVICES	2,508	5,000	12,013	3,000	3,000	3,000
50100 - 4405	MEMBERSHIPS & PUBLICATIONS	1,372	1,140	560	1,140	1,140	1,140



**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
50100 - 4406	PRINTING & BINDING	784	500	337	500	500	500
50100 - 4423	MEDICAL EXAMINATIONS	2,464	1,100	2,012	1,958	1,958	1,958
50100 - 4450	TELEPHONE	10,093	10,390	10,664	10,390	10,390	10,390
50100 - 4453	MEETINGS & TRAINING	145	680	835	1,455	1,455	1,455
50100 - 4459	EQUIPMENT MAINTENANCE	1,895	1,134	3,004	2,008	2,008	2,008
50100 - 4600	OFFICE FURNITURE & EQUIP.	148	-	-	-	-	-
	SUBTOTAL	456,074	548,560	434,383	628,873	628,873	628,873

2023 PERSONNEL WORKSHEET

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
ADMINISTRATION - 50100				
4090	DIRECTOR OF MUNICIPAL SERVICES	0	141,999	147,674
	DEPUTY DIRECTOR MS-DPW	0	90,217	112,113
	ADMIN. ASSISTANT	0	57,114	62,066
			-----	-----
			289,330	321,853

**2023 BUDGET WORKSHEET**
**DEPT NAME - MUNICIPAL SERVICES - ADMINISTRATION**
**DEPT # - 50100**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4182	Clothing Allowance	27,198	Contract requirements (22 employees) Initial Issue of uniforms per new CBA	Contract requirements (22 employees) (Formerly allocated among MS departments) Uniform Service Boot Allowance
			27,198	6,691 5,450
4200	Office Supplies	1,700	Supplies for Public Works Division	Supplies for Public Works Division
			1,700	1,700
4239	Dam Repairs & Maintenance	27,150	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. Millville Dam Engineering Annual State Dam Inspection
			4,000 1,000 18,000 4,150	4,000 1,000 49,900 4,150
4240	Flood Control Management	9,400	Maintenance of river gauge @ Cowbell Corners (North Salem) cost of 14,900 to be offset by 5,500 from USGS Paid annually, in the Fall, to USGS	Maintenance of river gauge @ Cowbell Corners (North Salem) cost of 14,600 to be offset by 5,500 from USGS Paid annually, in the Fall, to USGS
			9,400	9,100
4400	Contracted Services	3,000	Advertisements and public notices Legal Notices (materials and service bids)	Advertisements and public notices Legal Notices (materials and service bids)
			2,000 1,000	2,000 3,000
4405	Memberships & Publications	1,140	For membership in professional organizations: NH Public Works Assn Solid Waste Certifications (5 scales @ 96 ea. & 5 operators @ 50 ea) State scale license APWA Memberships	For membership in professional organizations: NH Public Works Assn Solid Waste Certifications (5 scales @ 96 ea. & 5 operators @ 50 ea) State scale license APWA Memberships
			40 730  180 160	40 730  180 160

## 2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - ADMINISTRATION

DEPT # - 50100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			NH Road Agents 30	NH Road Agents 30
4406	Printing & Binding	500	Handout notices for road detours, construction projects, etc.	Handout notices for road detours, construction projects, etc.
			Stationary and envelopes 500	Stationary and envelopes 500
4423	Medical Exams	1,958	Physicals for employees when requested by the Town 1,058	Physicals for employees when requested by the Town 200
4450	Telephone	10,390	Telephone lines, usage, and repairs 6,099	Telephone lines, usage, and repairs 6,099
			Cell phone service (5) 2,771	Cell phone service (5) 2,771
			Broadband communications- aircards- GIS tablets (4) 1,520	Broadband communications- aircards- GIS tablets (4) 1,520
4453	Meetings & Training	1,455	Training programs, UNH T2 680	Training programs, UNH T2 680
			HVAC Facility Systems Training 775	
4459	Equipment Maintenance	2,008	Copier maintenance / copies 2,008	Copier maintenance / copies 1,134
			Emergency repairs -	Emergency repairs -

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>MUNICIPAL SERVICES-GARAGE</b>							
50110 - 4401	CLEANING SERVICES	10,548	20,600	20,600	20,600	20,600	20,600
50110 - 4495	HEAT	10,983	12,649	13,866	13,573	13,573	13,573
50110 - 4496	ELECTRICITY	19,180	18,876	16,330	19,305	19,305	19,305
50110 - 4497	OTHER UTILITIES	849	912	1,399	958	958	958
50110 - 4498	BUILDING REPAIRS	14,632	3,741	29,898	11,158	11,158	11,158
50110 - 4607	EQUIPMENT	-	2,234	2,662	-	-	-
SUBTOTAL		56,192	59,012	84,755	65,594	65,594	65,594

## 2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - GARAGE

DEPT # - 50110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4401	Cleaning Services	20,600	Cleaning of building provided by outside contractor. Based on bid pricing 20,600	Cleaning of building provided by outside contractor. Based on bid pricing 20,600
4495	Heat	13,573	Heat for building. Natural Gas. 3 Year weighted average + 50% for 6 months	Heat for building. Natural Gas. 9,233 @1.37/ therm.
4496	Electricity	19,305	Electricity for Garage 3 Year weighted average + 3%	Electricity for Garage 18,876
4497	Other Utilities	958	Town Water 708 Septic pumping 250 Propane for Emergency Generator	Town Water 662 Septic pumping 250 Propane for Emergency Generator
4498	Building Repairs	11,158	General maintenance and repairs to DPW buildings and gas system 2,000 HVAC maintenance contract (6 garage units) 924 Fuel System Compliance 1,500 Pest control (79/mo) 948 Fuel System fire suppression testing twice annually (\$300 ea.) 600 Annual maintenance for overhead garage doors 1,250 Generator Maint 530 Compressor Maint 275 Alarm monitoring 174 Fire Safety Equipment Maintenance 135 Carbon Monoxide Detectors 647	General maintenance and repairs to DPW buildings and gas system HVAC maintenance contract (6 garage units) 924 Fuel System fire suppression testing twice annually (\$300 ea.) 600 Annual maintenance for overhead garage doors 1,250 Generator Maint 500 Compressor Maint 275 Alarm monitoring 192

**2023 BUDGET WORKSHEET****DEPT NAME - MUNICIPAL SERVICES - GARAGE****DEPT # - 50110**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022	
			Vehicle Lift Inspection	750	
			Work Bay Lighting Replacement	1,425	
4607	Equipment	-		Mower Lift	2,234

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>MUNICIPAL SERVICES-FLEET</b>							
50120 - 4090	REGULAR PAY	132,238	167,109	66,163	163,759	163,759	163,759
50120 - 4098	OVERTIME PAY	12,968	5,000	9,336	8,309	4,309	4,309
50120 - 4170	RETIREMENT	18,457	24,832	10,615	23,693	23,693	23,693
50120 - 4171	DISABILITY INSURANCE	1,286	1,710	701	1,709	1,709	1,709
50120 - 4172	WORKERS' COMPENSATION	6,544	7,471	5,479	9,360	9,360	9,360
50120 - 4174	FICA-SOCIAL SECURITY	10,825	13,511	5,524	13,140	13,140	13,140
50120 - 4176	HEALTH INSURANCE	47,220	80,702	35,798	80,660	80,660	80,660
50120 - 4177	UNEMPLOYMENT COMPENSATION	105	105	67	105	105	105
50120 - 4178	LIFE INSURANCE	398	497	205	486	486	486
50120 - 4179	DENTAL INSURANCE	1,755	2,187	948	2,237	2,237	2,237
50120 - 4235	SMALL TOOLS & EQUIPMENT	-	2,500	1,765	2,500	2,500	2,500
50120 - 4237	GAS & OIL	94,251	89,999	104,183	122,841	122,841	122,841
50120 - 4400	CONTRACTED SERVICES	3,840	-	1,525	10,000	10,000	10,000
50120 - 4456	RADIO MAINTENANCE	1,010	2,000	470	2,000	2,000	2,000



**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
50120 - 4458	VEHICLE MAINTENANCE	221,651	221,000	300,386	250,000	250,000	250,000
	SUBTOTAL	552,549	618,623	543,164	690,799	686,799	686,799

2023 PERSONNEL WORKSHEET

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
FLEET - 50120				
4090	CHIEF MECHANIC	0	65,709	58,355
	FLEET MECHANIC (2)	0	101,400	105,404
			-----	-----
			167,109	163,759

## 2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - FLEET

DEPT # - 50120

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023		EXPLANATION 2022
4098	Overtime	4,309	Projects not charged back to divisional or departmental accounts. Projects like vehicle inspections, welding, sandblasting and emergency repairs.	4,000	Projects not charged back to divisional or departmental accounts. Projects like vehicle inspections, welding, sandblasting and emergency repairs.
4235	Small Tools & Equipment	2,500	Purchase/repair of broken and/or damaged tools	2,500	Purchase/repair of broken and/or damaged tools
4237	Gas & Oil	122,841	Fuel Estimate: diesel and gasoline (based on 3 yr wgt'd avg and 75%	113,093	13,387 gal of gasoline @\$2.34 31,995 21,759 gal of diesel @\$2.39 52,004
			Oil, hydraulic fluid, other lubricants, including waste oil disposal	6,000	Oil, hydraulic fluid, other lubricants, including waste oil disposal 6,000
4400	Contracted Services	10,000	Welding/Fabricating Services	10,000	
4456	Radio Maintenance	2,000	Annual repairs/maintenance	2,000	Annual repairs/maintenance 2,000
4458	Vehicle Maintenance	250,000	Vehicle parts for scheduled and emergency repairs to equipment.	250,000	Vehicle parts for scheduled and emergency repairs to equipment.

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>MUNICIPAL SERVICES-STREETS/SHOPS</b>							
50130 - 4090	REGULAR PAY	497,374	638,277	456,258	639,950	639,950	639,950
50130 - 4092	TEMPORARY PAY	30,152	36,420	56,866	41,600	33,920	33,920
50130 - 4098	OVERTIME PAY	75,214	46,000	60,559	47,776	47,776	47,776
50130 - 4112	STAND-BY PAY	7,131	7,000	7,473	13,307	13,307	13,307
50130 - 4170	RETIREMENT	79,741	97,810	87,501	95,623	95,623	95,623
50130 - 4171	DISABILITY INSURANCE	5,079	6,601	4,942	6,631	6,631	6,631
50130 - 4172	WORKERS' COMPENSATION	27,102	30,966	22,708	40,043	40,043	40,043
50130 - 4174	FICA-SOCIAL SECURITY	44,147	56,003	41,420	56,210	56,210	56,210
50130 - 4176	HEALTH INSURANCE	223,082	350,106	197,956	280,850	280,850	280,850
50130 - 4177	UNEMPLOYMENT COMPENSATION	479	512	572	525	525	525
50130 - 4178	LIFE INSURANCE	1,557	1,893	1,413	1,892	1,892	1,892
50130 - 4179	DENTAL INSURANCE	7,426	10,911	6,447	9,870	9,870	9,870
50130 - 4201	MAINTENANCE SUPPLIES	1,640	1,274	1,349	1,274	1,274	1,274
50130 - 4235	SMALL TOOLS & EQUIP.	2,667	2,500	5,528	3,000	3,000	3,000
50130 - 4238	TRAFFIC & STREET SIGNS	12,399	10,330	16,999	12,500	12,500	12,500
50130 - 4241	BRIDGE & RAIL SUPPLIES	18,324	8,339	4,800	8,339	8,339	8,339

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
50130 - 4242	STREET LINING	66,975	60,000	70,774	80,000	80,000	80,000
50130 - 4244	GRAVEL/CRUSHED STONE	18,933	12,000	25,168	16,500	16,500	16,500
50130 - 4245	BITUMINOUS CONCRETE	28,875	26,282	14,560	29,500	29,500	29,500
50130 - 4248	DRAINAGE SUPPLIES	11,491	23,389	15,925	23,389	23,389	23,389
50130 - 4262	SAFETY	1,965	2,396	4,830	2,396	2,396	2,396
50130 - 4266	COLD PATCH	1,391	2,552	2,392	2,552	2,552	2,552
50130 - 4267	CALCIUM CHLORIDE	-	3,811	3,968	4,500	4,500	4,500
50130 - 4400	CONTRACTED SERVICES	86,540	91,660	123,840	112,060	112,060	112,060
50130 - 4440	EQUIPMENT RENTAL	15,205	14,500	43,847	14,500	14,500	14,500
50130 - 4462	TREE REMOVAL	63,301	60,000	36,757	60,000	39,214	39,214
50130 - 4607	EQUIPMENT	38,690	-	-	20,199	-	20,199
SUBTOTAL		1,366,880	1,601,532	1,314,853	1,624,986	1,576,321	1,596,520

**2023 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
STREETS/SHOPS - 50130				
4090	WORKING FOREMEN (2)	0	130,054	118,996
	HEAVY EQUIP. OPERATORS (6)	0	320,734	330,400
	LIGHT EQUIP. OPERATOR (4)	0	187,489	190,554
			-----	-----
			638,277	639,950

2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - STREETS / SHOPS

DEPT # - 50130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			Town of Salem Signature Sign(s) 3 yr wgt'd avg. (10,783)	Town of Salem Sign 3 yr wgt'd avg. (7,956)
4241	Bridge & Rail Repairs	8,339	Guardrail repairs town wide 3 yr wgt'd avg. (14,680)	Guardrail repairs town wide 3 yr wgt'd avg. (7,143)
4242	Street Lining	80,000	Cost to paint and/or thermoplastic white and yellow lines, stop bars, zebra striped islands, crosswalks and lane arrows. Also includes in house supplies, paint and glass bead materials. 3 yr wgt'd avg. (64,705)	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 wgt'd avg. (59,985)
4244	Gravel/Crushed Stone	16,500	Construction projects, pipe installations, backfill drain structures Maintenance of gravel roads twice yearly, construction projects, and drainage repairs. Road Construction Waste Disposal 3 yr wgt'd avg. (16,909)	Maintenance of gravel roads twice yearly, construction projects, and drainage repairs. Construction projects, pipe installations, backfill drain structures 3 yr wgt'd avg. (8,969)
4245	Bituminous Concrete	29,500	DPW hot top operations to repair sections of roads that require attention on a prioritized yearly basis (Asphalt) 3 yr wgt'd avg. (25,602)	DPW hot top operations to repair sections of roads that require attention on a prioritized yearly basis (Asphalt) 3 yr wgt'd avg. (18,977)
			Includes add'l sidewalk maintenance	Includes add'l sidewalk maintenance
4248	Drainage Supplies	23,389	Maintenance and emergency repairs to existing structures. Continue town wide drainage improvements as needed.	Maintenance and emergency repairs to existing structures. Continue town wide drainage improvements as needed.

# 2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - STREETS / SHOPS

DEPT # - 50130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			Supplies required to repair system failures; culvert pipe, pre-cast concrete structures, frames and grates, etc. 3 yr wgtd avg. (14,627)	Supplies required to repair system failures; culvert pipe, pre-cast concrete structures, frames and grates, etc. 3 yr wgtd avg. (20,220)
4262	Safety	2,396	To comply with NH Department of Labor work place safety requirements and our own safety manual, repair and replace safety equipment on an as needed basis. Barricades, flags, lights, vests, ear/eye protection, safety films, cones and barrels for traffic control. Training on Hazmat, confined space entry, trenching, and other job related requirements. 3 yr wgtd avg. (1,863)	To comply with NH Department of Labor work place safety requirements and our own safety manual, repair and replace safety equipment on an as needed basis. Barricades, flags, lights, vests, ear/eye protection, safety films, cones and barrels for traffic control. Training on Hazmat, confined space entry, trenching, and other job related requirements. 3 yr wgtd avg. (1,352)
4266	Cold Patch	2,552	Cost of materials to make emergency road repairs 3 yr wgtd avg. (2,032)	Cost of materials to make emergency road repairs 3 yr wgtd avg. (2,495)
4267	Calcium Chloride	4,500	For stabilization and dust control of gravel roads during the summer. 3 yr wgtd avg. (1,399)	For stabilization and dust control of gravel roads during the summer. 3 yr wgtd avg. (4,403)
4400	Contracted Services	112,060	Beaver control where public safety is at risk 1,000 Town wide sidewalk/island weed control 14,280 Town wide Knotweed Control 8,400 Annual catch basin cleaning program (no treat/dispose included) 76,380 Gravel Road Grading Services 9,000	Beaver control where public safety is at risk 1,000 Town wide sidewalk/island weed control 14,280 Annual catch basin cleaning program (no treat/dispose included) 76,380



2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - STREETS / SHOPS

DEPT # - 50130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			Street Sweeping Services 3 yr wgt'd avg. (79,585)	3,000 3 yr wgt'd avg. (65,767)
4440	Equipment Rental	14,500	Paving box etc. for in-house hot top operations Large excavator, 10 wheel dump, etc. 3 yr wgt'd avg. (14,817)	8,500 Paving box etc. for in-house hot top operations Large excavator, 10 wheel dump, etc. 3 yr wgt'd avg. (15,240)
4462	Tree Removal	39,214	Scheduled and emergency removal of trees. 3 yr wgt'd avg. (60,272)	Scheduled and emergency removal of trees. 3 yr wgt'd avg. (58,135)
4607	Equipment	20,199	Mower	20,199

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>MUNICIPAL SERVICES-WINTER WEATHER</b>							
50135 - 4090	REGULAR PAY	15,252	-	28,108	-	-	-
50135 - 4092	TEMPORARY PAY	3,599	10,000	1,444	10,000	10,000	10,000
50135 - 4098	OVERTIME PAY	145,568	150,000	161,767	205,789	205,789	205,789
50135 - 4170	RETIREMENT	19,704	21,120	26,645	34,488	34,488	34,488
50135 - 4172	WORKERS' COMPENSATION	8,139	10,998	8,065	14,170	14,170	14,170
50135 - 4174	FICA-SOCIAL SECURITY	12,329	16,065	14,864	19,890	19,890	19,890
50135 - 4177	UNEMPLOYMENT COMPENSATION	-	25	4	25	25	25
50135 - 4400	CONTRACTED SERVICES	197,494	350,000	245,523	321,427	146,427	146,427
50135 - 4983	WINTER WEATHER OPERATIONS	481,717	241,818	522,323	400,000	400,000	400,000
	SUBTOTAL	883,803	800,026	1,008,744	1,005,789	830,789	830,789

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

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4092	Temporary Pay	10,000	Winter laborers, plow operators, snow shovelers	Winter laborers, plow operators, snow shovelers
4098	Overtime	205,789	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	146,427	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	400,000	Sand, salt, and other treatments for winter weather operations, as well as equipment, parts, repairs, and all other expenses related to winter weather equipment.	Sand, salt, and other treatments for winter weather operations, as well as equipment, parts, repairs, and all other expenses related to winter weather equipment.

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>MUNICIPAL SERVICES-SOLID WASTE</b>							
50200 - 4090	REGULAR PAY	69,363	64,682	70,005	71,351	71,351	71,351
50200 - 4098	OVERTIME PAY	18,183	14,500	18,834	16,618	9,368	16,618
50200 - 4170	RETIREMENT	11,129	11,132	12,491	12,050	12,050	12,050
50200 - 4171	DISABILITY INSURANCE	588	647	646	681	681	681
50200 - 4172	WORKERS' COMPENSATION	2,729	3,333	2,444	3,547	3,547	3,547
50200 - 4174	FICA-SOCIAL SECURITY	6,639	6,057	6,735	6,682	6,682	6,682
50200 - 4176	HEALTH INSURANCE	15,017	16,813	16,790	16,790	16,790	16,790
50200 - 4177	UNEMPLOYMENT COMPENSATION	34	35	38	35	35	35
50200 - 4178	LIFE INSURANCE	185	191	191	212	212	212
50200 - 4179	DENTAL INSURANCE	519	519	519	531	531	531
50200 - 4400	CONTRACTED SERVICES	985,966	929,259	1,235,377	1,380,062	1,349,062	1,380,062
50200 - 4406	PRINTING & BINDING	4,084	6,760	4,035	6,760	6,760	6,760
50200 - 4440	EQUIPMENT RENTAL	-	500	2,026	500	500	500
50200 - 4450	TELEPHONE	418	397	149	397	397	397
50200 - 4452	BUILDING MAINTENANCE	10,182	7,857	6,803	7,839	7,839	7,839
50200 - 4459	EQUIPMENT MAINTENANCE	150	6,000	10,943	5,055	1,000	5,055

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
50200 - 4466	PEST CONTROL	1,418	1,296	1,288	1,368	1,368	1,368
50200 - 4496	ELECTRICITY	1,237	1,882	1,977	1,560	1,560	1,560
50200 - 4633	HAZARDOUS WASTE COLLECTION	263	36,000	60,761	36,000	-	36,000
50200 - 4648	TESTING	16,550	24,000	23,162	21,000	21,000	21,000
	SUBTOTAL	1,144,654	1,131,860	1,475,214	1,589,038	1,510,733	1,589,038

2023 PERSONNEL WORKSHEET

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
SOLID WASTE - 50200				
4090	WORKING FOREMAN	0	64,682	71,351
			-----	
			64,682	71,351

## 2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - SOLID WASTE

DEPT # - 50200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4098	Overtime	16,618	Wednesday evenings Saturday replacement due to sick leave, vacation, holidays.	Wednesday evenings Saturday replacement due to sick leave, vacation, holidays.
4400	Contracted Services	1,380,062	Loading, hauling & disposal: (tonnage based on 3 yr wgt'd avg tons) Trash \$115/ton (9,302 tons) 1,069,730 Recyclables (2,077 tons) Load/Haul \$46/ton 95,542 Processing/Disposal \$70/ton 145,390 Video Devices \$1500/month avg. 18,000 C&D (offset by permit fee GF 1-3365) 19,000 Scale certification 1,400 Brush Grinder Service 31,000	Loading, hauling & disposal: (tonnage based on 3 yr wgt'd avg tons) Trash \$85/ton (9,253 tons) 786,505 Recyclables \$38/tons (2,101 tons) 79,838 Video Devices \$411/ton (56 tons) 23,016 C&D (offset by permit fee GF 1-3365) 19,000 Scale certification 1,400 Brush Grinder Service 19,500
4406	Printing & Binding	6,760	Permit stickers 8,500 cnt. 3,740 C&D tickets 2,000 cnt 1,300 Scale slips 950 Regulations (hand outs) 770	Permit stickers 8,500 cnt. 3,740 C&D tickets 2,000 cnt 1,300 Scale slips 950 Regulations (hand outs) 770
4440	Equipment Rental	500	Bull dozer, portable scale, etc. 500	Bull dozer, portable scale, etc.
4450	Telephone	397	Telephone line charge. 397	Telephone line charge. 397
4452	Building Maintenance	7,839	Paper products, soap 660 Water 535 Scale House Restroom 1,560 Portable Public Toilet 910	Paper products, soap 660 Water 535 Scale House Restroom 1,560 Portable Public Toilet 910

## 2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - SOLID WASTE

DEPT # - 50200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			Building repairs	Building repairs
			4,000	4,000
			Alarm system monitoring	Alarm system monitoring
			174	192
4459	Equipment Maintenance	5,055	Normal maintenance of loader, scale, oil, filters, etc.	Normal maintenance of loader, scale, oil, filters, etc.
			1,000	1,000
			Scale repairs	Scale repairs
			Stairs for scale house	Catwalks for scale-in house
			4,055	5,000
4466	Pest Control	1,368	Contractual services (114/mo).	Contractual services (108/mo).
			1,368	1,296
4496	Electricity	1,560	Outside lighting.	Outside lighting.
			Scale house heat/cooling.	Scale house heat/cooling.
			Building electricity paid by Hauler under current contract.	Building electricity paid by Hauler under current contract.
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.
4648	Testing	21,000	Post closure groundwater and methane gas sampling and testing costs at the Shannon Rd site.	Post closure groundwater and methane gas sampling and testing costs at the Shannon Rd site.
			Management/Engineering	Management/Engineering
			12,300	15,500
			Testing (gas, groundwater and storm water) 1,4-dioxane includes PFAS	Testing (gas, groundwater and storm water) 1,4-dioxane includes PFAS
			7,700	7,500
			Residential	Residential
			Storm water monitoring	Storm water monitoring
			1,000	1,000



**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>MUNICIPAL SERVICES-PARKS/PROPERTY</b>							
50300 - 4090	REGULAR PAY	264,773	282,446	277,216	311,128	311,128	311,128
50300 - 4092	TEMPORARY PAY	10,240	15,360	12,132	23,040	15,360	15,360
50300 - 4098	OVERTIME PAY	44,568	25,000	40,049	28,042	28,042	28,042
50300 - 4112	STAND BY PAY	7,894	5,500	7,738	10,165	10,165	10,165
50300 - 4170	RETIREMENT	40,394	44,002	45,695	47,406	47,406	47,406
50300 - 4171	DISABILITY INSURANCE	2,598	2,900	2,885	3,103	3,103	3,103
50300 - 4172	WORKERS' COMPENSATION	15,789	14,292	10,481	18,659	18,659	18,659
50300 - 4174	FICA-SOCIAL SECURITY	24,908	25,116	25,591	27,463	27,463	27,463
50300 - 4176	HEALTH INSURANCE	87,896	99,311	99,248	99,248	99,248	99,248
50300 - 4177	UNEMPLOYMENT COMPENSATION	193	214	212	214	214	214
50300 - 4178	LIFE INSURANCE	798	838	831	920	920	920
50300 - 4179	DENTAL INSURANCE	3,771	3,771	4,010	4,221	4,221	4,221
50300 - 4250	MEMORIAL PLANTINGS	2,437	2,443	3,826	3,000	3,000	3,000
50300 - 4252	GROUNDS MAINTENANCE	24,684	20,372	26,334	20,372	14,552	20,072
50300 - 4253	PARK IMPROVEMENTS	3,974	3,000	7,376	4,000	4,000	4,000
50300 - 4258	LUMBER & MATERIALS	530	250	857	500	500	500

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
50300 - 4262	SAFETY	61	300	1,824	300	300	300
50300 - 4400	CONTRACTED SERVICES	6,327	7,362	16,237	8,000	8,000	8,000
50300 - 4450	TELEPHONE	1,081	1,242	967	1,242	1,242	1,242
50300 - 4452	BUILDING MAINTENANCE	16,220	5,116	7,147	5,080	5,080	5,080
50300 - 4459	EQUIPMENT MAINTENANCE	2,015	1,000	2,162	1,500	1,500	1,500
50300 - 4465	EXPANSION & DEVELOPMENT	25,378	500	1,406	500	500	500
50300 - 4495	HEAT	5,824	5,037	5,268	6,945	6,945	6,945
50300 - 4496	ELECTRICITY	2,231	1,636	1,966	2,110	2,110	2,110
50300 - 4497	OTHER UTILITIES	6,740	14,044	11,813	14,943	14,943	14,943
50300 - 4607	EQUIPMENT	12,800	7,748	3,537	23,200	2,965	23,200
50300 - 4994	SITE REMEDIATION	21,230	13,700	16,978	13,700	13,700	13,700
SUBTOTAL		635,355	602,500	633,783	679,001	645,266	671,021

**2023 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
PARKS/PROPERTY - 50300				
4090	WORKING FOREMAN (2)	0	127,527	141,085
	HEAVY EQUIP. OPERATOR	0	58,213	62,787
	LIGHT EQUIP. OPERATOR	0	55,230	60,771
	CUSTODIAN	0	41,476	46,485
			-----	-----
			282,446	311,128

**2023 BUDGET WORKSHEET**
**DEPT NAME - MUNICIPAL SERVICES - PARKS / PROPERTIES**
**DEPT # - 50300**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4092	Temporary Pay	15,360	2 employees for 12 weeks @ \$16/hr 15,360	2 employees for 12 weeks @ \$16/hr 15,360
4098	Overtime	28,042	Burials on weekends or other overtime situations, also emergency response/callouts and maintenance to public buildings.	Burials on weekends or other overtime situations, also emergency response/callouts to public buildings.
4112	Standby	10,165	Year-round on-call foreman assignments, 1 hr/man/day, 1.5 hr/holiday or weekend day	Year-round on-call foreman assignments, 1 hr/man/day, 1.5 hr/holiday or weekend day
4250	Memorial Plantings	3,000	Cost of flowers for the Town to place at Veterans' memorials, exclusive of cemetery. Also includes cost of flowers on lots covered by Trust Funds. Authorized to expend interest only (approx \$400).	Cost of flowers for the Town to place at Veterans' memorials, exclusive of cemetery. Also includes cost of flowers on lots covered by Trust Funds. Authorized to expend interest only (approx \$400).
4252	Grounds Maintenance	20,072	Yearly costs to maintain parks and ball fields 3,400 Town wide turf management 14,172 Hydro seeding Pine Grove 2,500 Includes maintenance and repairs of irrigation components.	Yearly costs to maintain parks and ball fields 3,400 Town wide turf management 14,472 Hydro seeding Pine Grove 2,500 Includes maintenance and repairs of irrigation components.
4253	Park Improvements	4,000	Plantings, mulch, flags 2,500 General improvements 1,500	Plantings, mulch, flags 2,000 General improvements 1,000
4258	Lumber & Material	500	Building and remodeling projects, fence repairs, etc. 500	Building and remodeling projects, fence repairs, etc.
4262	Safety	300	Cones, barricades, safety glasses, vests, ear and eye protection. 300	Cones, barricades, safety glasses, vests, ear and eye protection.
4400	Contracted Services	8,000	General contractor work and labor as needed.	General contractor work and labor as needed.

2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - PARKS / PROPERTIES

DEPT # - 50300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			8,000	
4450	Telephone	1,242	Telephone line charge 2 lines (Cemetery and Parks Building)	Telephone line charge 2 lines (Cemetery and Parks Building)
			844	844
			398	398
4452	Building Maintenance	5,080	Normal building maintenance for Pine Grove Cemetery, parks building, and other properties.	Normal building maintenance for Pine Grove Cemetery, parks building, and other properties.
			3,400	3,400
			1,332	1,332
			348	384
4459	Equipment Maintenance	1,500	Repairs to equipment that require outside service.	Repairs to equipment that require outside service.
			1,500	1,000
4465	Expansion & Development	500	Blasting in Pine Grove Cemetery	Blasting in Pine Grove Cemetery
			500	500
4495	Heat	6,945	Heating oil for Parks Building	Heating oil for Parks Building
			3 Year weighted average + 50% for 6 months	1,297 gals @ \$2.35
			Propane for Cemetery Building	Propane for Cemetery Building
			3 Year weighted average + 50% for 6 months	900 gal @ \$2.21
				(est. conv in 2021)
4496	Electricity	2,110	Electricity for Parks and Cemetery Buildings	Electricity for Parks and Cemetery Buildings
4497	Other Utilities	14,943	Parks and Cemetery buildings	Parks and Cemetery buildings
			1,200	1,200
			13,743	12,844

2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - PARKS / PROPERTIES

DEPT # - 50300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4607	Equipment	23,200	Mower Power Tool Package Backpack Blowers	Floor Cleaner Leaf Vacuum (replacement)
			20,235 1,705 1,260	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**	Municipal Underground Storage Tank Compliance Work consists of Line Leak Testing, Annual Compliance Audit, and Project Mgt**
			Geotechnical Eng Consultant for:	Geotechnical Eng Consultant for:
			DPW	DPW
			Kelley Library	Kelley Library
			District Court	District Court
			Monthly Inspections (DPW & Court)	Monthly Inspections (DPW & Court)
			1,645 1,465 1,440 8,400	1,645 1,465 1,440 8,400
			** Does not include unanticipated parts and physical repairs associated with above testing and audit work	** Does not include unanticipated parts and physical repairs associated with above testing and audit work
			Parts and repairs as needed	Parts and repairs as needed
			750	750

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>MUNICIPAL SERVICES-ENGINEERING</b>							
30100 - 4090	REGULAR PAY	278,457	392,591	321,090	450,458	450,458	450,458
30100 - 4170	RETIREMENT	26,190	43,713	37,757	62,049	62,049	62,049
30100 - 4171	DISABILITY INSURANCE	2,155	3,272	2,670	3,565	3,565	3,565
30100 - 4172	WORKERS' COMPENSATION	19,837	24,146	17,707	28,017	28,017	28,017
30100 - 4174	FICA-SOCIAL SECURITY	20,870	30,035	23,944	34,460	34,460	34,460
30100 - 4176	HEALTH INSURANCE	73,318	120,053	92,651	165,715	165,715	165,715
30100 - 4177	UNEMPLOYMENT COMPENSATION	101	140	193	175	175	175
30100 - 4178	LIFE INSURANCE	882	1,176	956	1,160	1,160	1,160
30100 - 4179	DENTAL INSURANCE	2,454	3,681	2,556	5,334	5,334	5,334
30100 - 4182	CLOTHING ALLOWANCE	600	800	600	800	800	800
30100 - 4200	OFFICE SUPPLIES	70	432	316	432	432	432
30100 - 4210	OPERATING SUPPLIES	-	119	-	119	119	119
30100 - 4237	GAS & OIL	101	569	450	569	569	569
30100 - 4402	ENGINEERING SERVICES	29,475	15,000	24,899	20,000	20,000	20,000
30100 - 4405	MEMBERSHIPS & PUBLICATIONS	846	1,621	798	1,621	1,621	1,621
30100 - 4406	PRINTING & BINDING	-	132	313	132	132	132

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
30100 - 4408	VEHICLE EXPENSE	165	208	142	208	208	208
30100 - 4450	TELEPHONE	300	600	294	600	600	600
30100 - 4453	MEETINGS & TRAINING	3,645	2,115	2,226	2,115	2,115	2,115
30100 - 4458	VEHICLE MAINTENANCE	294	1,000	2,473	1,000	1,000	1,000
30100 - 4600	OFFICE FURNITURE & EQUIP.	2,795	-	-	-	-	-
TOTAL		462,553	641,403	532,036	795,577	795,577	795,577



**2023 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
ENGINEERING - 30100				
4090	DEPUTY DIRECTOR MS-ENGINEERING	0	101,395	115,468
	SENIOR ENGINEER	0	104,752	108,012
	CAPITAL PROJECTS ENGINEER	0	104,752	108,012
	PROJECT ENGINEER (FROM 30 TO 37.5 HOURS)	0	81,692	101,918
	JUNIOR ENGINEER (3 MONTHS)	1		17,048
			-----	-----
			392,591	450,458

## 2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - ENGINEERING

DEPT # - 30100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4182	Clothing Allowance	800	Boot allowance per contract (4) 800	Boot allowance per contract (4) 800
4200	Office Supplies	432	Misc. paper, pens, clips, envelopes, folders, binders, etc 432	Misc. paper, pens, clips, envelopes, folders, binders, etc 432
4210	Operating Supplies	119	Marking Paint, batteries, paint, field equipment	Marking Paint, batteries, paint, field equipment
4237	Gas & Oil	569	2 vehicles	243 gal @ \$2.34/gal - 2 vehicles
4402	Engineering Services	20,000	Outside engineering services as required by various departments. Amount represents small scale schematic or feasibility work on potential projects, studies, minor wetlands assessments, limited easement assistance, survey work, or other general minor technical assistance to the Town. 20,000	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
4405	Memberships & Publications	1,621	NH Public Works Association Annual Group Membership 100 American Society of Civil Engineers Annual Membership (Capital Projects Engineer and Projects Engineer) 540	NH Public Works Association Annual Group Membership 100 American Society of Civil Engineers Annual Membership (Capital Projects Engineer and Projects Engineer) 540

## 2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - ENGINEERING

DEPT # - 30100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			National Society of Professional Engineers Annual Membership (Sr Engineer & Director)	498
			NH Professional Engineering License Renewal (Cap. Proj. Eng. & Director)	150
			AASHTO/ASCE/AutoCAD/ENR Technical Publications	80
			American Public Works Association Annual Membership (Director)	253
4406	Printing & Binding	132	Large format print paper (4 boxes @ \$33)	132
4408	Vehicle Expense	208	Use of Private Vehicles - mileage	208
4450	Telephone	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)	160
			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)	480
			American Public Works Association Seminar (Director) – 2 days	1,475
4458	Vehicle Maintenance	1,000	P100, E1	1,000

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>MUNICIPAL SERVICES-LIGHTING/TRAFFIC</b>							
50400 - 4226	TRAFFIC LIGHT MAINTENANCE	67,816	49,000	60,254	64,055	64,055	64,055
50400 - 4400	CONTRACTED SERVICES	33,173	12,750	12,750	12,750	12,750	12,750
50400 - 4496	ELECTRICITY	561,665	544,943	503,633	591,992	591,992	591,992
	TOTAL	662,654	606,693	576,637	668,797	668,797	668,797
	TOTAL-MUNICIPAL SERVICES	6,220,714	6,610,209	6,603,570	7,748,454	7,408,749	7,533,008

## 2023 BUDGET WORKSHEET

DEPT NAME - MUNICIPAL SERVICES - LIGHTING / TRAFFIC

DEPT # - 50400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023		EXPLANATION 2022	
4226	Traffic Light/System Maintenance	64,055	Emergency repairs to 30 traffic control systems, 20 flashing lights, 15 school zone lights, and 1 cross walk light	50,055	Emergency repairs to 30 traffic control systems, 20 flashing lights, 15 school zone lights, and 1 cross walk light	35,000
			Repairs to the Opticom	4,000	Repairs to the Opticom	4,000
			ITS/ATMS maintenance	10,000	ITS/ATMS maintenance	10,000
4400	Contracted Services	12,750	ITS/ATMS Monitoring	12,750	ITS/ATMS Monitoring	12,750
4496	Electricity	591,992	2,574 street lights. 30 traffic control systems, 10 flashing lights, 8 school zone lights and 1 cross walk light.		2,564 street lights. 30 traffic control systems, 10 flashing lights, 8 school zone lights and 1 cross walk light.	
			Electricity	541,992	Electricity	514,943
			Streetlight changeovers (final phase)	50,000	Streetlight changeovers	30,000

2023 BUDGET						
DEPT.	2021 EXPENDED	2022 BUDGET	2022 EXPENDED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>HUMAN SERVICES SUMMARY</b>						
ADMINISTRATION	128,451	134,308	133,920	136,682	136,682	136,682
DIRECT ASSISTANCE	1,924	34,900	3,477	34,900	34,900	34,900
OUTSIDE HUMAN SERVICES	105,750	105,500	105,000	105,500	105,500	105,500
TOTAL - HUMAN SERVICES	236,125	274,708	242,397	277,082	277,082	277,082

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b><i>HUMAN SERVICES - ADMINISTRATION</i></b>							
60100 - 4090	REGULAR PAY	82,712	84,191	84,231	86,296	86,296	86,296
60100 - 4170	RETIREMENT	10,525	11,838	11,843	11,905	11,905	11,905
60100 - 4171	DISABILITY INSURANCE	676	747	745	757	757	757
60100 - 4172	WORKERS' COMPENSATION	197	211	155	242	242	242
60100 - 4174	FICA-SOCIAL SECURITY	6,163	6,441	6,264	6,602	6,602	6,602
60100 - 4176	HEALTH INSURANCE	27,752	29,371	29,350	29,350	29,350	29,350
60100 - 4177	UNEMPLOYMENT COMPENSATION	34	33	38	35	35	35
60100 - 4178	LIFE INSURANCE	294	294	294	294	294	294
60100 - 4179	DENTAL INSURANCE	852	852	852	871	871	871
60100 - 4200	OFFICE SUPPLIES	313	200	98	200	200	200
60100 - 4453	MEETINGS & TRAINING	50	130	50	130	130	130
SUBTOTAL		128,451	134,308	133,920	136,682	136,682	136,682

2023 PERSONNEL WORKSHEET

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
HUMAN SERVICES ADMINISTRATION - 60100				
4090	HUMAN SERVICES DIRECTOR	0	84,191	86,296
			-----	
			84,191	86,296



**2023 BUDGET WORKSHEET****DEPT NAME - HUMAN SERVICES - ADMINISTRATION****DEPT # - 60100**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023		EXPLANATION 2022	
4200	Office Supplies	200	Paper, pens, tape, file folders, misc supplies. Copier expenses.		Paper, pens, tape, file folders, misc supplies. Copier expenses.	
4453	Meetings & Training	130	NH Local Welfare Admin. Dues	50	NH Local Welfare Admin. Dues	50
			NH Welfare Admin Conf.	40	NH Welfare Admin Conf.	40
			Workshops: Domestic Violence, Child Abuse and Neglect, Legal Assistance	40	Workshops: Domestic Violence, Child Abuse and Neglect, Legal Assistance	40
			Workshop on low income issues, etc.		Workshop on low income issues, etc.	

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b><i>DIRECT ASSISTANCE</i></b>							
60110 - 4433	OTHER ASSISTANCE	1,249	7,500	1,000	7,500	7,500	7,500
60110 - 4434	MEDICAL	-	400	-	400	400	400
60110 - 4437	FOOD	-	4,000	79	4,000	4,000	4,000
60110 - 4438	RENT	675	18,000	2,398	18,000	18,000	18,000
60110 - 4439	UTILITIES	-	5,000	-	5,000	5,000	5,000
SUBTOTAL		1,924	34,900	3,477	34,900	34,900	34,900

**2023 BUDGET WORKSHEET****DEPT NAME - HUMAN SERVICES - DIRECT ASSISTANCE****DEPT # - 60110**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4433	Other Assistance	7,500	Vouchers provided for transportation, burials, clothing, and other emergency aid.	Vouchers provided for transportation, burials, clothing, and other emergency aid.
4434	Medical	400	Covers prescriptions, dental and emergency medical assistance.	Covers prescriptions, dental and emergency medical assistance.
4437	Food	4,000	Vouchers for food purchases for Town Residents.	Vouchers for food purchases for Town Residents.
4438	Rent	18,000	Payments for rent, emergency housing, and security deposits of eligible clients. Rental costs continue to increase and vacancies are very low.	Payments for rent, emergency housing, and security deposits of eligible clients. Rental costs continue to increase and vacancies are very low.
4439	Utilities	5,000	Covers fuel costs such as oil, gas, electric and water bills.	Covers fuel costs such as oil, gas, electric and water bills.

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>OUTSIDE HUMAN SERVICES</b>							
60200 - 4814	BOYS & GIRLS CLUB	15,500	15,500	15,500	15,500	15,500	15,500
60200 - 4856	BRIDGES	1,000	1,000	500	1,000	1,000	1,000
60200 - 4894	MANCHESTER TRANSIT AUTHORIT	47,000	47,000	47,000	47,000	47,000	47,000
60200 - 4920	SOUTHERN NH SERVICES (ROCK C	10,000	10,000	10,000	10,000	10,000	10,000
60200 - 4926	GREATER SALEM CAREGIVERS	17,000	17,000	17,000	17,000	17,000	17,000
60200 - 4937	ROCKINGHAM NTR, MEALS ON WH	15,000	15,000	15,000	15,000	15,000	15,000
SUBTOTAL		105,750	105,500	105,000	105,500	105,500	105,500
TOTAL-HUMAN SERVICES		236,125	274,708	242,397	277,082	277,082	277,082

## 2023 BUDGET WORKSHEET

DEPT NAME - HUMAN SERVICES - OUTSIDE HUMAN SERVICES

DEPT # - 60200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4814	Boys & Girls Club	15,500	Mission: "To inspire and enable all young people, especially those who need us the most, to realize their full potential as productive, caring citizens." In 2021, <b>681 children were granted \$145,936 In-House Financial Aid.</b>	Mission: "To inspire and enable all young people, especially those who need us the most, to realize their full potential as productive, caring citizens." In 2020, <b>606 children were granted \$132,660 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." 21 duplicated residents were served at a value of	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.
4894	Manchester Transit Authority	47,000	Mission: "To provide public transit services." The majority of riders are seniors, disabled and low income residents. In 2021, 4019 trips were provided, 23,225 miles were driven.	Mission: "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.

## 2023 BUDGET WORKSHEET

DEPT NAME - HUMAN SERVICES - OUTSIDE HUMAN SERVICES

DEPT # - 60200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4920	Southern NH Services (was Rock Cty Cmnty	10,000	Mission: "To prevent, reduce and work towards the elimination of poverty." In 2021 638 homes given \$479,441 for fuel, 46 food pantries, 439 with electric help. Total aided \$1,322,037 Emergency Rental aid given was \$561,386 to 112 Salem families.	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.
4926	Greater Salem Caregivers	17,000	Mission: "To provide supplemental assistance to adults who are home bound." 233 residents aided with rides, shopping, and wellness checks. 39,040 miles were driven.	Mission: "To provide supplemental assistance to adults who are home bound." 177 residents aided with rides, shopping, and wellness checks.
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 2021, <b>36,429 meals were delivered, 587 group meals provided at a total value of \$315,150.</b>	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>

2023 BUDGET						
DEPT.	2021 EXPENDED	2022 BUDGET	2022 EXPENDED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>COMMUNITY SERVICES SUMMARY</b>						
ADMINISTRATION	452,243	636,660	565,798	597,048	592,021	592,021
INGRAM SENIOR CENTER	57,340	50,763	58,537	54,522	53,272	53,272
FACILITIES	5,096	19,876	12,922	8,571	8,571	8,571
TOTAL - COMMUNITY SERVICE	514,679	707,299	637,258	660,141	653,864	653,864

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>COMMUNITY SERVICES-ADMINISTRATION</b>							
60400 - 4090	REGULAR PAY	230,278	303,934	300,074	326,321	326,321	326,321
60400 - 4092	TEMPORARY PAY	52,131	71,358	51,181	71,358	71,358	71,358
60400 - 4098	OVERTIME PAY	1,095	300	262	-	-	-
60400 - 4170	RETIREMENT	29,776	42,734	42,219	45,016	45,016	45,016
60400 - 4171	DISABILITY INSURANCE	2,172	3,020	2,970	3,161	3,161	3,161
60400 - 4172	WORKERS' COMPENSATION	8,844	7,470	5,478	7,720	7,720	7,720
60400 - 4174	FICA-SOCIAL SECURITY	22,149	28,734	27,387	30,420	30,420	30,420
60400 - 4176	HEALTH INSURANCE	78,025	143,895	75,901	75,150	75,150	75,150
60400 - 4177	UNEMPLOYMENT COMPENSATION	257	281	255	308	308	308
60400 - 4178	LIFE INSURANCE	601	852	845	886	886	886
60400 - 4179	DENTAL INSURANCE	2,723	4,658	3,615	3,461	3,461	3,461
60400 - 4182	CLOTHING ALLOWANCE	573	502	666	502	502	502
60400 - 4200	OFFICE SUPPLIES	568	900	1,003	900	900	900
60400 - 4210	OPERATING SUPPLIES	5,581	10,787	10,159	13,185	8,908	8,908
60400 - 4237	GAS & OIL	409	400	460	400	400	400
60400 - 4400	CONTRACTED SERVICES	12,580	7,500	27,875	9,500	9,500	9,500



**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
60400 - 4405	MEMBERSHIPS & PUBLICATIONS	320	450	420	450	450	450
60400 - 4406	PRINTING & BINDING	-	1,000	-	500	-	-
60400 - 4408	VEHICLE EXPENSE	505	500	926	625	625	625
60400 - 4410	ADVERTISING	-	500	544	-	-	-
60400 - 4450	TELEPHONE	1,195	1,524	1,568	1,524	1,524	1,524
60400 - 4453	MEETINGS/TRAINING	70	3,040	1,931	3,340	3,340	3,340
60400 - 4458	VEHICLE MAINTENANCE	145	500	75	500	250	250
60400 - 4459	EQUIPMENT MAINTENANCE	2,245	1,821	2,801	1,821	1,821	1,821
60400 - 4600	OFFICE FURNITURE & EQUIPMENT	-	-	2,460	-	-	-
60400 - 4720	COMMUNITY SERVICES VEHICLES	-	-	4,721	-	-	-
SUBTOTAL		452,243	636,660	565,798	597,048	592,021	592,021

**2023 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
COMMUNITY SERVICES ADMINISTRATION - 60400				
4090	COMMUNITY SERVICES DIRECTOR	0	85,499	94,501
	SENIOR CENTER COORDINATOR (2)	0	120,808	129,434
	COMMUNITY SERVICES CLERK	0	48,470	47,640
	CUSTODIAN	0	49,157	54,746
			-----	-----
			303,934	326,321

# 2023 BUDGET WORKSHEET

DEPT NAME - COMMUNITY SERVICES - ADMINISTRATION

DEPT # - 60400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4092	Temporary Pay	71,358	Recreation Coordinator 46,176 Beach Staff 25,182	Recreation Coordinator 43,358 Beach Staff 28,000
4098	Overtime		Overtime as needed for Summer help	Overtime as needed for Summer help
4182	Clothing Allowance	502	Custodian/AFSCME contract Initial Issue of uniforms per new CBA 502	Custodian/AFSCME contract Boot Allowance 250 Uniform Service 252
4200	Office Supplies	900	Miscellaneous office supplies 900 Pens, pencils, adding machine tape, paper, masking tape, poster board, small staples, markers, clip boards, laminating, and calendars.	Miscellaneous office supplies 900 Pens, pencils, adding machine tape, paper, masking tape, poster board, small staples, markers, clip boards, laminating, and calendars.
4210	Operating Supplies	8,908	ASCAP (license to play music) 390 Activities, programs and volunteer supplies, coffee, etc, >COA/donations Fishing Derby: 1,250 Fish, ribbons, trophies, prizes (Funds are in addition to annual donation of 1,000 from Salem Rotary for Fish) Staff T-Shirts 518 Equipment: 750 Life guard saving devices, first aid supplies, ice packs  Halloween Party: 1,500 Candy, prizes, games, entertainment MyRec Volunteer appreciation lunch 4,500	ASCAP (license to play music) 357 Activities, programs and volunteer supplies, coffee, etc, >COA/donations Fishing Derby: 1,250 Fish, ribbons, trophies, prizes (Funds are in addition to annual donation of 1,000 from Salem Rotary for Fish) Staff T-Shirts 300 Equipment: 500 Life guard saving devices, first aid supplies, ice packs  Halloween Party: 1,500 Candy, prizes, games, entertainment MySeniorCenter Software - annual 1,900 Volunteer appreciation lunch 4,500

**2023 BUDGET WORKSHEET**
**DEPT NAME - COMMUNITY SERVICES - ADMINISTRATION**
**DEPT # - 60400**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			(150 volunteers)	(150 volunteers)
				Touch screen styluses 480
4237	Gas & Oil	400	Gas & Oil 400	Gas & Oil 400
4400	Contracted Services	9,500	Portable toilets: 9,500 Michele Memorial Park Tennis Courts (1), DeBenedetto (Shannon) (1), Morse Soccer (2), Field of Dreams (2-3), Palmer (1),Wal-Mart (1), Hedgehog Park (1-2)	Portable toilets: 7,500 Michele Memorial Park Tennis Courts (1), DeBenedetto (Shannon) (1), Morse Soccer (2), Field of Dreams (2-3), Palmer (1),Wal-Mart (1), Hedgehog Park (1-2)
4405	Membership & Publications	450	New Hampshire Recreation Park 150 Association (2) US Tennis Association 65 National Rec & Park Assoc 170 New England Park Association 25 NH Assoc. of Senior Centers 40	New Hampshire Recreation Park 150 Association (2) US Tennis Association 65 National Rec & Park Assoc 170 New England Park Association 25 NH Assoc. of Senior Centers 40
4406	Printing & Binding	-	Printing Brochures: -	Printing Brochures: Flyers (4 per year) 1,000
4408	Vehicle expense	625	Mileage reimbursement @ .625 625 Includes Custodian, Director, and Program Coordinator (1k Miles)	Mileage reimbursement @ .56 500 Includes Custodian, Director, and Program Coordinator
4410	Advertising	-	Summer Jobs - Advertise through indeed. No newspaper advertisement.	Summer Jobs 500 Advertise through indeed. No newspaper advertisement.

**2023 BUDGET WORKSHEET**

**DEPT NAME - COMMUNITY SERVICES - ADMINISTRATION**

**DEPT # - 60400**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
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 Cell phone service for Director
			1,104	1,104
			420	420
4453	Meetings/Training	3,340	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 NRPA Conference (reg. fee, hotel, flights, meal plan) Seminars Training for summer staff Certification for staff (CPRP)
			140	140
			2,100	1,800
			400	400
			200	200
			500	500
4458	Vehicle Maintenance	250	Repairs and maintenance to van	Repairs and maintenance to van
			250	500
4459	Equipment Maintenance	1,821	Annual Piano Tuning (2) Copier Maintenance & Overages (Leased copier in 2017)	Annual Piano Tuning (2) Copier Maintenance & Overages (Leased copier in 2017)
			180	180
			1,641	1,641

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>COMMUNITY SERVICES-INGRAM SENIOR CENTER</b>							
60430 - 4201	MAINTENANCE SUPPLIES	3,539	2,700	4,745	2,700	2,700	2,700
60430 - 4401	CLEANING SERVICES	3,539	-	-	-	-	-
60430 - 4452	BUILDING MAINTENANCE	23,987	18,000	23,493	21,715	21,715	21,715
60430 - 4457	GROUNDS MAINTENANCE	272	1,300	774	1,300	1,300	1,300
60430 - 4495	HEAT	10,768	11,129	13,674	12,833	11,833	11,833
60430 - 4496	ELECTRICITY	14,399	16,133	14,741	14,940	14,690	14,690
60430 - 4497	OTHER UTILITIES	837	1,501	1,111	1,034	1,034	1,034
SUBTOTAL		57,340	50,763	58,537	54,522	53,272	53,272

**2023 BUDGET WORKSHEET**

**DEPT NAME - COMMUNITY SERVICES - INGRAM SENIOR CENTER**

**DEPT # - 60430**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4201	Maintenance Supplies	2,700	Paper towels, toilet tissue, hand soap, deodorizers, trash bags, cleaning supplies (floor, window, carpet, furniture), etc.	Paper towels, toilet tissue, hand soap, deodorizers, trash bags, cleaning supplies (floor, window, carpet, furniture), etc.
4452	Building Maintenance	21,715	<div> <div>Pest Control (do own-supplies)</div> <div>275</div> </div> <div> <div>Alarm annual monitoring service</div> <div>192</div> </div> <div> <div>HVAC annual maintenance</div> <div>4,608</div> </div> <div> <div>HVAC repairs</div> <div>6,500</div> </div> <div> <div>Elevator annual maintenance</div> <div>1,280</div> </div> <div> <div>Elevator annual Insp.(East Coast)</div> <div>150</div> </div> <div> <div>Elevator annual State test</div> <div>50</div> </div> <div> <div>Painting</div> <div>350</div> </div> <div> <div>Misc. building repairs, supplies</div> <div>2,000</div> </div> <div> <div>Fire Alarm annual inspection</div> <div>1,300</div> </div> <div> <div>Extinguishers/sprinklers</div> <div></div> </div> <div> <div>Fire suppression inspections</div> <div>(required for hood over kitchen stove)</div> </div> <div> <div>Kitchen equip maint/repairs</div> <div>250</div> </div> <div> <div>Parking lot lights/bulbs</div> <div>250</div> </div> <div> <div>Generator Maintenance</div> <div>500</div> </div> <div> <div>Building pressure washing</div> <div>500</div> </div> <div> <div>Fire system/burglar alarm repairs</div> <div>510</div> </div> <div> <div>Replace locks/handles in building</div> <div>3,000</div> </div>	<div> <div>Pest Control (do own-supplies)</div> <div>150</div> </div> <div> <div>Alarm annual monitoring service</div> <div>192</div> </div> <div> <div>HVAC annual maintenance</div> <div>4,608</div> </div> <div> <div>HVAC repairs</div> <div>5,910</div> </div> <div> <div>Elevator annual maintenance</div> <div>1,280</div> </div> <div> <div>Elevator annual Insp.(East Coast)</div> <div>150</div> </div> <div> <div>Elevator annual State test</div> <div>50</div> </div> <div> <div>Painting</div> <div>350</div> </div> <div> <div>Misc. building repairs, supplies</div> <div>2,000</div> </div> <div> <div>Fire Alarm annual inspection</div> <div>1,300</div> </div> <div> <div>Extinguishers/sprinklers</div> <div></div> </div> <div> <div>Fire suppression inspections</div> <div>(required for hood over kitchen stove)</div> </div> <div> <div>Kitchen equip maint/repairs</div> <div>250</div> </div> <div> <div>Parking lot lights/bulbs</div> <div>250</div> </div> <div> <div>Generator Maintenance</div> <div>500</div> </div> <div> <div>Building pressure washing</div> <div>500</div> </div> <div> <div>Fire system/burglar alarm repairs</div> <div>510</div> </div>
4457	Grounds Maintenance	1,300	<div> <div>Fertilizer, lawn supplies, mulch, ice melt, parking lot paint</div> <div>500</div> </div> <div> <div>Sprinkler system fall drain, spring open</div> <div>200</div> </div> <div> <div>Maintenance of grounds equipment</div> <div>600</div> </div>	<div> <div>Fertilizer, lawn supplies, mulch, ice melt, parking lot paint</div> <div>500</div> </div> <div> <div>Sprinkler system fall drain, spring open</div> <div>200</div> </div> <div> <div>Maintenance of grounds equipment</div> <div>600</div> </div>

**2023 BUDGET WORKSHEET****DEPT NAME - COMMUNITY SERVICES - INGRAM SENIOR CENTER****DEPT # - 60430**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
			(tuneups for lawn mower and snow	(tuneups for lawn mower and snow
4495	Heat	11,833	Natural gas 3 Year weighted average + 50% for 6 months	8,123 therms at \$1.37/therm natural gas
4496	Electricity	14,690	3 Year weighted average + 3%	Level funded
4497	Other Utilities	1,034	Water, sewer, back-flow inspection 3 Year weighted average + 7%	Water, sewer, back-flow inspection Level funded
				1,501



**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>COMMUNITY SERVICES-RECREATIONAL FACILITIES</b>							
60450 - 4452	BUILDING MAINTENANCE	3,514	17,700	11,559	6,000	6,000	6,000
60450 - 4496	ELECTRICITY	1,583	1,376	1,363	1,537	1,537	1,537
60450 - 4497	OTHER UTILITIES	-	800	-	1,034	1,034	1,034
	SUBTOTAL	5,096	19,876	12,922	8,571	8,571	8,571
	TOTAL-COMMUNITY SERVICES	514,679	707,299	637,258	660,141	653,864	653,864

# 2023 BUDGET WORKSHEET

DEPT NAME - COMMUNITY SERVICES - RECREATIONAL FACILITIES

DEPT # - 60450

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4452	Building Maintenance	6,000	Supplies for Hedgehog Park 400 (maintenance, sanitary supplies, repairs, etc.) Hedgehog Park/Beach: -Signs-Rules & Regulations 1,000 -Sand 1,300 -Picnic Tables ADA 8'X2 (\$1300), 6' X2 3,100 (2K)  Tennis net 200	Supplies for Hedgehog Park 400 (maintenance, sanitary supplies, repairs, etc.) Hedgehog Park/Beach: -Signs-Rules & Regulations 300 -Sand 1,300 -Picnic Tables 1,500  -Ramp Repair 4,000  Tennis net 200 Skate park 10,000
4496	Electricity	1,537	Hedgehog Park & Millville, and Palmer Field 3 Year weighted average + 3%	Hedgehog Park & Millville, and Palmer Field
4497	Other Utilities	1,034	Pump Holding Tank at Hedgehog Park & Michele Park (done in the Fall)	Pump Holding Tank at Hedgehog Park & Michele Park (done in the Fall)

2023 BUDGET						
DEPT.	2021 EXPENDED	2022 BUDGET	2022 EXPENDED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>LIBRARY SUMMARY</b>						
ADMINISTRATION	1,316,325	1,560,262	1,444,166	1,585,367	1,552,950	1,585,367
BUILDING	86,394	81,901	79,464	84,639	84,639	84,639
TOTAL - LIBRARY	1,402,719	1,642,163	1,523,631	1,670,006	1,637,589	1,670,006

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b><i>LIBRARY-ADMINISTRATION</i></b>							
70100 - 4090	REGULAR PAY	593,166	732,990	688,224	752,453	720,036	752,453
70100 - 4092	TEMPORARY PAY	122,451	141,234	128,052	144,243	144,243	144,243
70100 - 4114	ANNUAL SICK LEAVE BUY-BACK	5,228	4,034	4,571	1,056	1,056	1,056
70100 - 4170	RETIREMENT	77,928	103,622	96,050	104,475	104,475	104,475
70100 - 4171	DISABILITY INSURANCE	5,868	7,328	7,091	7,490	7,490	7,490
70100 - 4172	WORKERS' COMPENSATION	3,341	3,602	2,641	4,136	4,136	4,136
70100 - 4174	FICA-SOCIAL SECURITY	54,806	67,185	62,245	68,970	68,970	68,970
70100 - 4176	HEALTH INSURANCE	191,174	226,991	202,267	226,778	226,778	226,778
70100 - 4177	UNEMPLOYMENT COMPENSATION	590	804	724	818	818	818
70100 - 4178	LIFE INSURANCE	1,534	1,737	1,719	1,821	1,821	1,821
70100 - 4179	DENTAL INSURANCE	8,290	8,906	8,202	8,727	8,727	8,727
70100 - 4200	OFFICE SUPPLIES	1,109	1,000	974	1,000	1,000	1,000
70100 - 4210	OPERATING SUPPLIES	14,169	11,250	12,257	10,656	10,656	10,656
70100 - 4257	MATERIALS OF TRADE	143,593	158,290	149,004	161,790	161,790	161,790
70100 - 4400	CONTRACTED SERVICES	64,984	66,039	59,775	66,487	66,487	66,487
70100 - 4404	AUDIT	730	730	730	730	730	730

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
70100 - 4405	MEMBERSHIPS & PUBLICATIONS	35	35	35	35	35	35
70100 - 4406	PRINTING & BINDING	-	250	190	250	250	250
70100 - 4408	VEHICLE EXPENSE	227	269	330	317	317	317
70100 - 4450	TELEPHONE	3,870	3,624	5,732	3,697	3,697	3,697
70100 - 4451	POSTAGE	1,102	628	415	579	579	579
70100 - 4453	MEETINGS & TRAINING	962	954	665	750	750	750
70100 - 4459	EQUIPMENT MAINTENANCE	-	250	-	250	250	250
70100 - 4600	OFFICE FURNITURE & EQUIP.	6,368	7,453	476	7,453	7,453	7,453
70100 - 4608	PUBLIC FURNITURE & EQUIP.	6,621	4,057	5,429	3,406	3,406	3,406
70100 - 4885	PROGRAMMING	7,429	7,000	6,369	7,000	7,000	7,000
	SUBTOTAL	1,316,325	1,560,262	1,444,166	1,585,367	1,552,950	1,585,367

## 2023 BUDGET WORKSHEET

DEPT NAME - LIBRARY - ADMINISTRATION

DEPT # - 70100

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4400 Contracted Services	66,487	1) GMILCS annual membership 43,837 2) IT Independent contract 8,897 3) Internet provider, webpage and email 3,251 4) Event calendar 1,179 5) Stationary IP address 179 6) Copier rental 4,599 7) Constant Contact/Wowbrary 899 8) Time Management public PCs 379 9) Scheduling software 595 10) Virus protection - PCs/firewall 795 11) Misc licenses 1,178 12)Princh 699	1) GMILCS annual membership 43,837 2) IT Independent contract 8,840 3) Internet provider, webpage and email 3,161 4) Event calendar 1,179 5) Stationary IP address 179 6) Copier rental 4,500 7) Constant Contact/Wowbrary 859 8) Time Management public PCs 313 9) Scheduling software 569 10) Virus protection - PCs/firewall 795 11) Misc licenses 1,108 12) Princh 699
4404 Audit	730	Annual Financial Audit.	Annual Financial Audit.
4405 Memberships & Publications	35	Dues for library's membership in Merri-Hill-Rock Cooperative.	Dues for library's membership in Merri-Hill-Rock Cooperative.
4406 Printing & Binding	250	Printing Library forms, envelopes, and brochures.	Printing Library forms, envelopes, and brochures.
4408 Vehicle Expense	317	Mileage reimbursements for library personnel, calculated at current rate of \$0.625 per mile. IRS changed the rate of reimbursement on July 1, 2022. Components are: 1) Custodian/Courier 217 2) GMILCS meetings and training 100	Mileage reimbursements for library personnel, calculated at current rate of \$.56 per mile. Components are: 1) Custodian/Courier 194 2) GMILCS meetings and training 75

## 2023 BUDGET WORKSHEET

DEPT NAME - LIBRARY - ADMINISTRATION

DEPT # - 70100

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4450 Telephone	3,697	Three voice lines and one fax line from Consolidated Communications.	Three voice lines and one fax line from Earthlink.
4451 Postage	579	Postage costs for library operations: mailing notices (overdue and request), etc.	Postage costs for library operations: mailing notices (overdue and request), etc.
4453 Meetings & Training	750	Registrations and fees for workshops and work related training. Includes regional library association conferneces 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	<div> 1) 7 Workstations (staff computers) 6,503  2) 1 Task chair 250  3) 2 Barcode scanners 200  4) Replacement parts 200  5) Replacement Receipt printers 300 </div> <p>Workstations are part of the library's ongoing phased purchases to keep some 50 computers usable.</p> <p>The chairs and scanners are replacements for units that have been broken or for expanded need.</p> <p>Replacement parts (wireless cards, modems, surge protectors, mice, monitors, etc.) are needed each year as parts fail.</p>	<div> 1) 7 Workstations (staff computers) 6,503  2) 1 Task chair 250  3) 2 Barcode scanners 200  4) Replacement parts 200  5) Replacement Receipt printers 300 </div> <p>Workstations are part of the library's ongoing phased purchases to keep some 50 computers usable.</p> <p>The chairs and scanners are replacements for units that have been broken or for expanded need.</p> <p>Replacement parts (wireless cards, modems, surge protectors, mice, monitors, etc.) are needed each year as parts fail.</p>

## 2023 BUDGET WORKSHEET

DEPT NAME - LIBRARY - ADMINISTRATION

DEPT # - 70100

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4608 Public Furniture & Equipment	3,406	<p>This line supports the needs of the modern library user, emphasizing digital services and support. The contents of this line include:</p> <p>1) 3 large screen laptons 2,150</p> <p>2) 3 child height shelving units 1,256</p>	<p>This line supports the needs of the modern library user, emphasizing digital services and support. The contents of this line include:</p> <p>1) 6 child height shelving units 2,257</p> <p>2) 2 large screen laptops 1,800</p>
4885 Programming	7,000	<p>Programming is a basic library service. Expenditures are completely offset by Fees &amp; Charges income which is included on the Revenue side of the budget.</p> <p>The income currently comes from : vending machine, copiers, printers, sale of non-resident cards, book sales, and miscellaneous charges.</p>	<p>Programming is a basic library service. Expenditures are completely offset by Fees &amp; Charges income which is included on the Revenue side of the budget. 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>



**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>BUILDING</b>							
70110 - 4201	MAINTENANCE SUPPLIES	5,886	4,627	4,783	4,697	4,697	4,697
70110 - 4452	BUILDING MAINTENANCE	23,443	22,308	23,201	23,441	23,441	23,441
70110 - 4469	BUILDING IMPROVEMENTS	8,536	5,213	1,902	2,563	2,563	2,563
70110 - 4470	GENERAL LIABILITY	5,840	6,760	6,429	5,858	5,858	5,858
70110 - 4491	PROPERTY INSURANCE	5,762	6,195	6,429	7,937	7,937	7,937
70110 - 4495	HEAT	12,459	13,508	14,146	16,076	16,076	16,076
70110 - 4496	ELECTRICITY	23,695	22,080	21,647	23,191	23,191	23,191
70110 - 4497	OTHER UTILITIES	774	1,210	928	876	876	876
SUBTOTAL		86,394	81,901	79,464	84,639	84,639	84,639
TOTAL-LIBRARY		1,402,719	1,642,163	1,523,631	1,670,006	1,637,589	1,670,006

## 2023 BUDGET WORKSHEET

DEPT NAME - LIBRARY - BUILDING

DEPT # - 70110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4201	Maintenance Supplies	4,697	Basic janitorial supplies such as cleaning supplies, toilet paper & paper towels for bathrooms, etc.	Basic janitorial supplies such as cleaning supplies, toilet paper & paper towels for bathrooms, etc.  Increase due to additional supplies for Coronavirus
4452	Building Maintenance	23,441	1) HVAC contract 5,629 2) Fire and Security 914 3) Elevator contract 1,779 4) General repairs and maint. 15,119  This number includes grounds maintenance and the cost for work, expected and unexpected, to maintain a 50+ yr old, heavily used facility.	1) HVAC contract 5,523 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.
4469	Building Improvements	2,563	1) expand security system 2,563	1) Lighting improvments 3,218  2) Replace drinking fountain in Children's room 1,995
4470	General Liability	5,858	Liability Coverage as part of the Town policy	Liability Coverage as part of the Town policy
4491	Property Insurance	7,937	Property Coverage as part of the Town policy	Property Coverage as part of the Town policy
4495	Heat	16,076	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 \$2.35

**2023 BUDGET WORKSHEET****DEPT NAME - LIBRARY - BUILDING****DEPT # - 70110**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4496	Electricity	23,191	Based on 3 yr wgt'd avg plus 3%	Electricity for the Kelley Library-Level Funded
4497	Other Utilities	876	Town water and sewer based on 3 year weighted average of usage.	Town water and sewer-Level funded

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>COMMUNITY CONTRIBUTIONS</b>							
70200 - 4913	SALEM VETERANS' ASSOCIATION	5,000	5,000	5,000	5,000	5,000	5,000
70200 - 4915	INDEPENDENCE DAY	6,420	7,600	6,796	7,600	7,600	7,600
TOTAL		11,420	12,600	11,796	12,600	12,600	12,600

**2023 BUDGET WORKSHEET****DEPT NAME - COMMUNITY CONTRIBUTIONS****DEPT # - 70200**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>		<b>EXPLANATION 2022</b>	
4913	Salem Veterans' Association	5,000	Salem Veterans' Association annual programs		Salem Veterans' Association annual programs	
			Engraving of additional names		Engraving of additional names	
4915	Independence Day	7,600	Police Detail	6,500	Police Detail	6,500
			Fire Detail	1,100	Fire Detail	1,100

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b><i>CAPITAL IMPROVEMENTS</i></b>							
80100 - 4402	ENGINEERING SERVICES	107,418	685,000	681,330	200,000	200,000	200,000
80100 - 4469	BUILDING IMPROVEMENTS	96,732	516,206	525,082	-	-	-
80100 - 4601	POLICE EQUIPMENT	-	177,516	177,516	-	-	-
80100 - 4602	FIRE EQUIPMENT	301,878	262,651	262,592	-	-	-
80100 - 4719	LEASE/PURCHASE	404,699	479,178	479,178	479,178	479,178	479,178
80100 - 4727	FIRE DEPARTMENT VEHICLES	-	-	39,694	427,999	-	-
80100 - 4729	MS-EQUIPMENT REPLACEMENT	-	-	-	247,000	-	-
80100 - 4730	FLEET REPLACEMENT	-	-	-	598,121	498,121	598,121
80100 - 4823	FIRE FACILITIES	-	119,287	40,325	-	-	-
80100 - 4888	GEOGRAPHIC INFORMATION SYST	-	-	-	25,000	25,000	25,000
80100 - 4896	PC TECHNOLOGY UPGRADE	67,238	85,000	71,090	85,000	85,000	85,000
TOTAL		1,807,396	2,324,838	2,276,805	2,062,298	1,287,299	1,387,299

**2023 BUDGET WORKSHEET****DEPT NAME - CAPITAL****DEPT # - 80100**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023		EXPLANATION 2022	
4402	Engineering Services	200,000	MS4 Compliance	200,000	MS4 Compliance- (Total cost of 250,000, less grant of 75,000)	175,000
					Ring Road Design (offset by Impact fees of 510,000)	510,000
4719	Lease/Purchase	479,178	Existing lease agreements	479,178	Existing lease agreements	479,178
4730	Fleet Replacement	598,121	Year 1	598,121		
4888	Geographic Info. System	25,000	Town-wide Flyover and Mapping Project (split GF, WF, and SF)	25,000		
4896	PC Technology Upgrade	85,000	Hardware replacement/upgrades	85,000	Replace switches and security	85,000

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>WARRANT ARTICLES</b>							
90110 - 4092	SPECIAL ELECTIONS TEMPORARY	-	6,075	6,075	8,100	8,100	8,100
90110 - 4210	SPECIAL ELECTIONS OPERATING &	-	2,000	1,752	2,400	2,400	2,400
90110 - 4468	SPECIAL ELECTIONS VOTING MACI	-	1,000	686	700	700	700
90110 - 4469	BUILDING IMPROVEMENTS	-	-	-	536,850	536,850	536,850
90110 - 4727	FIRE - VEHICLES	-	-	-	945,096	945,096	945,096
90110 - 4912	CAPITAL RESERVE-ROADS	3,630,677	4,500,000	4,500,000	3,800,000	3,800,000	3,800,000
90110 - 4929	ISAIAH 58 NH	-	-	-	7,500	7,500	7,500
90110 - 4938	CAPITAL RESERVE-LIBRARY BUILD	-	110,070	110,070	65,649	65,649	65,649
90110 - 4967	SNOW EXPENDABLE TRUST FUND	-	-	-	375,000	375,000	375,000
90110 - 4968	OPEB TRUST	30,000	35,000	35,000	40,000	40,000	40,000
TOTAL		4,228,732	6,104,146	6,103,583	5,781,295	5,781,295	5,781,295



**2023 BUDGET WORKSHEET****DEPT NAME - SEPARATE WARRANT ARTICLES****DEPT # - 90110**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4092	Special Elections Temporary Pay	8,100	Poll workers, supervisors, and moderator for Town Council election	Poll workers, supervisors, and moderator for Charter Commission election
4210	Special Elections Operating Supplies	2,400	Ballots, supplies, and voter checklists for Town Council election	Ballots, supplies, and voter checklists for Charter Commission election
4468	Special Elections Voting Machine Set-up	700	Programming of voting machines and election support for Town Council election	Programming of voting machines and election support for Charter Commission election
4469	Building Improvements	536,850	Replace roof at district court	
4727	Fire - Vehicles	945,096	Purchase fire pumper and related equipment	
4912	Capital Reserves - Roads	3,800,000	To be placed in the Roadway Improvements Capital Reserve Fund	To be placed in the Roadway Improvements Capital Reserve Fund
4929	Isaiah 58	7,500	Funding for Isaiah 58	
4938	Capital Reserves - Library Building Capital Reserve	65,649	To be placed in the Library Building Capital Reserve Fund	To be placed in the Library Building Capital Reserve Fund
4967	Snow Management Trust Fund	375,000	To be placed in the Snow Expendable Trust Fund	

**2023 BUDGET WORKSHEET****DEPT NAME - SEPARATE WARRANT ARTICLES****DEPT # - 90110**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4968	OPEB Trust	40,000	To be placed in the OPEB Trust for Other Post Employment Benefits	To be placed in the OPEB Trust for Other Post Employment Benefits

DEPT.	2021 EXPENDED	2023 BUDGET		2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
		2022 BUDGET	2022 EXPENDED (PRE-AUDIT)			
<b>SEWER FUND SUMMARY</b>						
ADMINISTRATION	2,478,534	2,480,375	2,356,401	2,553,271	2,553,271	2,553,271
DEBT SERVICES	762,941	881,561	815,220	6,348,529	6,348,529	6,348,529
CAPITAL PROJECTS	167,590	40,000	-	647,400	266,558	266,558
WARRANT ARTICLES	49,433	5,405,000	5,405,000	105,000	105,000	105,000
TOTAL - SEWER FUND	3,458,498	8,806,936	8,576,621	9,654,200	9,273,358	9,273,358

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>SEWER-ADMINISTRATION</b>							
28100 - 4090	REGULAR PAY	111,441	162,663	104,057	181,361	181,361	181,361
28100 - 4092	TEMPORARY PAY	247	7,300	1,972	7,300	7,300	7,300
28100 - 4098	OVERTIME PAY	53,020	50,000	29,823	52,114	52,114	52,114
28100 - 4112	STAND-BY PAY	3,741	3,400	387	4,516	4,516	4,516
28100 - 4170	RETIREMENT	21,072	30,349	19,517	32,386	32,386	32,386
28100 - 4171	DISABILITY INSURANCE	1,112	1,692	1,065	1,849	1,849	1,849
28100 - 4172	WORKERS' COMPENSATION	4,831	5,892	4,321	6,076	6,076	6,076
28100 - 4174	FICA-SOCIAL SECURITY	12,521	17,087	10,115	18,517	18,517	18,517
28100 - 4176	HEALTH INSURANCE	39,922	56,960	14,588	52,918	52,918	52,918
28100 - 4177	UNEMPLOYMENT COMPENSATION	101	123	77	123	123	123
28100 - 4178	LIFE INSURANCE	341	482	304	538	538	538
28100 - 4179	DENTAL INSURANCE	1,203	2,666	519	2,237	2,237	2,237
28100 - 4182	CLOTHING ALLOWANCE	1,330	1,574	1,128	3,750	3,750	3,750
28100 - 4200	OFFICE SUPPLIES	196	300	-	300	300	300
28100 - 4235	SMALL TOOLS & EQUIP.	1,383	1,300	2,698	2,000	2,000	2,000
28100 - 4237	GAS & OIL	3,201	3,636	1,924	4,480	4,480	4,480

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
28100 - 4262	SAFETY	215	230	-	230	230	230
28100 - 4400	CONTRACTED SERVICES	162,248	134,197	184,373	117,499	117,499	117,499
28100 - 4404	AUDIT	2,555	2,555	2,555	2,555	2,555	2,555
28100 - 4406	PRINTING & BINDING	2,648	3,371	3,932	3,371	3,371	3,371
28100 - 4423	MEDICAL EXAMINATIONS	200	82	100	187	187	187
28100 - 4450	TELEPHONE	1,777	1,854	1,387	1,854	1,854	1,854
28100 - 4451	POSTAGE	5,355	5,691	5,021	5,691	5,691	5,691
28100 - 4452	BUILDING MAINTENANCE	-	7,500	5,783	2,700	2,700	2,700
28100 - 4453	MEETINGS & TRAINING	662	700	200	700	700	700
28100 - 4456	RADIO MAINTENANCE	-	63	-	63	63	63
28100 - 4458	VEHICLE MAINTENANCE	353	3,036	3,196	3,036	3,036	3,036
28100 - 4459	EQUIPMENT MAINTENANCE	2,527	2,000	1,011	2,000	2,000	2,000
28100 - 4470	GENERAL LIABILITY	13,492	13,467	23,629	35,293	35,293	35,293
28100 - 4475	FLEET INSURANCE	1,073	1,237	1,224	1,302	1,302	1,302
28100 - 4488	ADMIN. SERVICE CHARGE	249,080	266,943	266,943	257,246	257,246	257,246
28100 - 4491	PROPERTY INSURANCE	3,711	4,101	4,177	4,560	4,560	4,560
28100 - 4496	ELECTRICITY	34,950	32,494	27,622	34,951	34,951	34,951

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
28100 - 4497	OTHER UTILITIES	30,762	36,112	33,122	36,112	36,112	36,112
28100 - 4587	RECORDING FEES	490	300	478	450	450	450
28100 - 4615	SEWER EQUIPMENT	43,179	16,000	1,103	16,000	16,000	16,000
28100 - 4646	GLSD OPERATING COSTS	1,546,082	1,603,018	1,598,050	1,657,006	1,657,006	1,657,006
	SUBTOTAL	2,478,534	2,480,375	2,356,401	2,553,271	2,553,271	2,553,271

2023 PERSONNEL WORKSHEET

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
SEWER ADMINISTRATION - 28100				
4090	WORKING FOREMAN	0	60,241	67,311
	HEO-WTP OPERATOR II	0	53,976	59,726
	LEO-WTP OPERATOR I	0	48,446	54,324
			-----	-----
			162,663	181,361

## 2023 BUDGET WORKSHEET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4092	Temporary Pay	7,300	Police details Manhole repairs	Police details Manhole repairs
4098	Overtime Pay	52,114	For overtime calls and emergency work on the sewer system. 50,000	For overtime calls and emergency work on the sewer system. 50,000
4112	Stand-By Pay	4,516	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. (Cost-shared with Water Fund)
4182	Clothing Allowance	3,750	Per Public Works contract, 3 employees Initial Issue of uniforms per new CBA	Per Public Works contract, 3 employees Boot Allowance Uniform Service
4200	Office Supplies	300	Copy paper, pens, and other expendables.	Copy paper, pens, and other expendables.
4235	Small Tools & Equipment	2,000	Ladders, shovels, pumps, hoses, dye tablets, etc.	Ladders, shovels, pumps, hoses, dye tablets, etc.
4237	Gas & Oil	4,480	For vehicles, mowers and minor equipment. Fuel Estimate: diesel and gasoline (based on 3 yr wgt'd avg and 75% increase for 6 months)	For vehicles, mowers and minor equipment. 1,467 gal. gas @ \$2.34/gal, 85 gal. diesel @ \$2.39/gal
4262	Safety	230	Hard Hats and safety vests traffic cones/barricades	Hard Hats and safety vests traffic cones/barricades



## 2023 BUDGET WORKSHEET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			Special equipment needed for handling of wastewater and confined space entry.	Special equipment needed for handling of wastewater and confined space entry.
4400	Contracted Services	117,499	Annual Preventative Maintenance contract for sewer lift stations 7,760	Annual Preventative Maintenance contract for sewer lift stations 7,760
			Sewer lift station pumps (10) Preventive maintenance 12,000	Sewer lift station pumps (10) Preventive maintenance 12,000
			Pump station wet well cleaning 7,000	Pump station wet well cleaning 7,000
			P.S. Mission controllers maint 500	P.S. Mission controllers maint 500
			Video inspection-sewer mains 6,000	Video inspection-sewer mains 6,000
			Manhole reconstruction 10,000	Manhole reconstruction 10,000
			Emergency repairs to sewer system and pumping stations 18,000	Emergency repairs to sewer system and pumping stations 18,000
			Lift stations generator PM 4,077	Lift stations generator PM 2,880
			Groundwater Management Permit-WWTP 44,000	Groundwater Management Permit-WWTP 60,700
			Mission Controllers R/F for 10 Sewer Lift Stations 4,474	Mission Controllers R/F for 10 Sewer Lift Stations 4,474
			Legal Notices (materials and service bids) 1,000	Legal Notices (materials and service bids) 2,270
			Meter reading equipment:	Meter reading equipment:
			Maintenance contract (37%) 1,470	Maintenance contract (37%) 1,470
			Software maintenance (37%) 1,018	Software maintenance (37%) 1,018
			Fire Extinguisher Inspection 200	Fire Extinguisher Inspection 125
4404	Audit	2,555	Annual audit	Annual audit

## 2023 BUDGET WORKSHEET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4406	Printing & Binding	3,371	Sewer billing 37/63% split S/W Delinquent notices (N11Z) Cert. mail cards Printing service for billings	Sewer billing 37/63% split S/W Delinquent notices (N11Z) Cert. mail cards Printing service for billings
			666 71 168 2,466	666 71 168 2,466
4423	Medical Exams	187	Required random drug and alcohol exams and physicals	Required random drug and alcohol exams and physicals
4450	Telephone	1,854	Cell phone (1) Meter towers 37/63 split Broadband Communications- aircard-GIS tablet	Cell phone (1) Meter towers 37/63 split Broadband Communications- aircard-GIS tablet
			195 1,537 122	195 1,537 122
4451	Postage	5,691	Postage for monthly and quarterly billings and delinquency notices Postage for Betterment & DBA billings S/W 37-63% split	Postage for monthly and quarterly billings and delinquency notices Postage for Betterment & DBA billings S/W 37-63% split
			5,569 122	5,569 122
4452	Building Maintenance	2,700	Exterior building repairs various stations	Exterior building repairs various stations
			2,700	7,500
4453	Meetings & Training	700	I/I training	I/I training
			700	700
4456	Radio Maintenance	63	Radio repair	Radio repair
			63	63

## 2023 BUDGET WORKSHEET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4458	Vehicle Maintenance	3,036	Normal maintenance and inspection of pickup with plow P77-2012 Ford F350 P73-2019 Ford F350	Normal maintenance and inspection of pickup with plow P77-2012 Ford F350 P76-2013 Ford F150
4459	Equipment Maintenance	2,000	Replacement parts for equipment at lift stations. Maintain generators, breathing and ventilation equipment, propane for backup generators.	Replacement parts for equipment at lift stations. Maintain generators, breathing and ventilation equipment, propane for backup generators.
4470	General Liability	35,293	Liability coverage (rate based on percentage of overall expenditures) (estimated 5% increase over 2022/23 rates)	Liability coverage (rate based on percentage of overall expenditures) (estimated 5% increase over 2021/22 rates)
4475	Fleet Insurance	1,302	Coverage for sewer vehicles (estimated 5% increase over 2022/23 rates)	Coverage for sewer vehicles (estimated 5% increase over 2021/22 rates)
4488	Administrative Service Charge	257,246	Administrative charge for services provided by General Fund (purchasing, payroll, billing, accounts payable, IT, personnel, collections, DPW)	Administrative charge for services provided by General Fund (purchasing, payroll, billing, accounts payable, IT, personnel, collections, DPW)
4491	Property Insurance	4,560	Coverage for building and contents, plus lift stations and former treatment plant. (estimated 5% increase over 2022/23 rates)	Coverage for building and contents, plus lift stations and former treatment plant. (estimated 5% increase over 2021/22 rates)
4496	Electricity	34,951	Electricity to operate lift stations and meter stations.	Electricity to operate lift stations and meter stations.

**2023 BUDGET WORKSHEET****DEPT NAME - SEWER - ADMINISTRATION****DEPT # - 28100**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023		EXPLANATION 2022	
			3 Year weighted average + 3%		32,494	
4497	Other Utilities	36,112	Water service at South Policy lift station	72	Water service at South Policy lift station	72
			Annual backflow test	40	Annual backflow test	40
			Silverbrook Development charges	36,000	Silverbrook Development charges	36,000
			Methuen – offsetting revenue		Methuen – offsetting revenue	
4587	Recording Fees	450	Charges for recording Demand and Benefit Assessment liens with Registry of Deeds.		Charges for recording Demand and Benefit Assessment liens with Registry of Deeds.	
4615	Sewer Equipment	16,000	Fittings & adapters	1,000	Fittings & adapters	1,000
			Manhole rims, covers, raisers	15,000	Manhole rims, covers, raisers	15,000
4646	GLSD Operating Cost	1,657,006	01/01 - 06/30 (fixed)	812,258	01/01 - 06/30 (fixed)	785,793
			07/01 - 12/31 (estimate)	844,748	07/01 - 12/31 (estimate)	817,225

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>SEWER-DEBT SERVICES</b>							
28110 - 4500	GLSD-DEBT	366,142	379,522	345,037	322,766	322,766	322,766
28110 - 4509	RTE 28 SEWER REPL-PRIN	237,670	264,078	264,077	264,078	264,078	264,078
28110 - 4510	WEST DUSTON SEWER-PRIN	-	61,470	61,470	61,470	61,470	61,470
28110 - 4568	RTE 28 SEWER REPL-INT	131,188	100,350	100,349	95,068	95,068	95,068
28110 - 4569	WEST DUSTON SEWER-INT	-	26,141	26,141	24,203	24,203	24,203
28110 - 4572	BOND AND NOTE FEES	17,315	50,000	18,146	35,000	35,000	35,000
28110 - 4573	BAN INTEREST	10,625	-	-	187,544	187,544	187,544
28110 - 4574	BAN PAYOFF	-	-	-	5,358,400	5,358,400	5,358,400
SUBTOTAL		762,941	881,561	815,220	6,348,529	6,348,529	6,348,529

# 2023 BUDGET WORKSHEET

DEPT NAME - SEWER - DEBT

DEPT # - 28110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023		EXPLANATION 2022	
4500	GLSD Debt	322,766	01/01 - 06/30 (fixed)	158,998	01/01 - 06/30 (fixed)	186,040
			07/01 - 12/31 (estimate)	163,768	07/01 - 12/31 (estimate)	193,482
4509	Rte 28 Sewer Main Replacement - Principal	264,078	* SRF Loan Issue 2021 Final Payment 2040		SRF Loan Issue 2021 Final Payment 2040	
4510	West Duston Sewer Main - Principal	61,470	Bond Issue 2021 Final Payment 2031		Bond Issue 2021 Final Payment 2031	
4568	Rte 28 Sewer Main Replacement - Interest	95,068	2023 Interest		2022 Interest	
4569	West Duston Sewer Main - Interest	24,203	2023 Interest		2022 Interest	
4572	Bond and Note Fees	35,000	Bond Issuance Costs (Assuming Bond for WWTP work)	35,000	Bond Issuance Costs (Assuming Bond for WWTP work)	50,000
4573	BAN Interest	187,544	2023 Interest for BAN			
4574	BAN Payoff	5,358,400	Former WWTP Remediation BAN Payoff (note: 100% revenue offset)			
* Offset by DBA						

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>SEWER-CAPITAL PROJECTS</b>							
28120 - 4765	IMPROVEMENTS	167,590	-	-	642,400	261,558	261,558
28120 - 4848	SEWER INFLOW AND INFILTRATIO	-	40,000	-	-	-	-
28120 - 4888	GIS FLYOVER	-	-	-	5,000	5,000	5,000
SUBTOTAL		167,590	40,000	-	647,400	266,558	266,558

2023 BUDGET WORKSHEET

DEPT NAME - SEWER - CAPITAL PROJECTS

DEPT # - 28120

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023		EXPLANATION 2022
4765	Improvements	261,558	PCB/PFOS Open channel investigation	47,400	
			PCB/PFOS Removal	214,158	
4888	GIS Flyover	5,000	Town-wide Flyover and Mapping Project	5,000	
			(split GF, WF, and SF)		



**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>SEWER-WARRANT ARTICLES</b>							
28130 - 4402	SEWER ENGINEERING	-	-	-	100,000	100,000	100,000
28130 - 4766	FORMER WWTP REMEDIATION	-	5,400,000	5,400,000	-	-	-
28130 - 4968	OPEB TRUST	10,000	5,000	5,000	5,000	5,000	5,000
	SUBTOTAL	49,433	5,405,000	5,405,000	105,000	105,000	105,000
	GRAND TOTAL-SEWER	3,458,498	8,806,936	8,576,621	9,654,200	9,273,358	9,273,358

**2023 BUDGET WORKSHEET****DEPT NAME - SEWER - WARRANT ARTICLES****DEPT # - 28130**

<b>ACCT</b>	<b>ACCOUNT NAME</b>	<b>AMOUNT</b>	<b>EXPLANATION 2023</b>	<b>EXPLANATION 2022</b>
4402	Sewer Engineering	100,000	Sewer rehabilitation planning	
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

2023 BUDGET						
DEPT.	2021 EXPENDED	2022 BUDGET	2022 EXPENDED (PRE-AUDIT)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>WATER FUND SUMMARY</b>						
ADMINISTRATION	1,683,785	1,894,429	1,890,236	2,002,952	2,002,952	2,002,952
OPERATIONAL	1,513,613	2,275,417	1,903,007	2,512,157	2,455,339	2,455,339
BUILDINGS	56,450	55,854	65,617	70,328	70,328	70,328
DEBT SERVICES	1,166,473	1,178,408	1,178,406	1,152,459	1,152,459	1,152,459
CAPITAL PROJECTS	509,995	515,000	365,878	677,000	480,000	480,000
WARRANT ARTICLES	10,000	10,000	10,000	5,000	5,000	5,000
TOTAL - WATER FUND	4,940,316	5,929,108	5,413,143	6,419,896	6,166,078	6,166,078

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>WATER-ADMINISTRATION</b>							
38100 - 4090	REGULAR PAY	594,775	738,050	702,128	797,789	797,789	797,789
38100 - 4092	TEMPORARY PAY	33,279	32,760	21,085	32,760	32,760	32,760
38100 - 4098	OVERTIME PAY	105,552	67,000	115,199	85,411	85,411	85,411
38100 - 4109	EMPLOYEE RETIREMENT BENEFIT	1,180	-	3,400	-	-	-
38100 - 4112	STAND-BY PAY	10,727	8,000	15,421	12,629	12,629	12,629
38100 - 4170	RETIREMENT	95,597	114,313	118,614	123,120	123,120	123,120
38100 - 4171	DISABILITY INSURANCE	5,941	7,171	6,845	7,534	7,534	7,534
38100 - 4172	WORKERS' COMPENSATION	16,627	21,823	16,004	23,224	23,224	23,224
38100 - 4174	FICA-SOCIAL SECURITY	57,027	64,703	63,846	70,783	70,783	70,783
38100 - 4176	HEALTH INSURANCE	249,137	344,066	304,189	309,602	309,602	309,602
38100 - 4177	UNEMPLOYMENT COMPENSATION	409	468	408	468	468	468
38100 - 4178	LIFE INSURANCE	1,986	2,210	2,106	2,351	2,351	2,351
38100 - 4179	DENTAL INSURANCE	8,237	10,409	9,387	9,999	9,999	9,999
38100 - 4182	CLOTHING ALLOWANCE	5,921	5,394	5,638	11,650	11,650	11,650
38100 - 4200	OFFICE SUPPLIES	2,251	900	2,054	1,400	1,400	1,400
38100 - 4399	LEGAL SERVICES	42,580	20,000	1,777	10,000	10,000	10,000
38100 - 4404	AUDIT	2,555	2,555	2,555	2,555	2,555	2,555

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
38100 - 4405	MEMBERSHIPS & PUBLICATIONS	1,537	1,848	910	1,848	1,848	1,848
38100 - 4406	PRINTING & BINDING	7,816	9,634	9,170	9,923	9,923	9,923
38100 - 4423	MEDICAL EXAMINATIONS	736	250	965	675	675	675
38100 - 4440	EQUIPMENT RENTAL	19,090	30,000	16,880	30,000	30,000	30,000
38100 - 4450	TELEPHONE	23,571	24,627	19,548	25,443	25,443	25,443
38100 - 4451	POSTAGE	28,948	24,459	26,672	27,219	27,219	27,219
38100 - 4453	MEETINGS & TRAINING	3,744	4,700	4,500	4,700	4,700	4,700
38100 - 4456	RADIO MAINTENANCE	5,050	1,634	-	1,634	1,634	1,634
38100 - 4458	VEHICLE MAINTENANCE	19,676	8,000	71,534	20,000	20,000	20,000
38100 - 4470	GENERAL LIABILITY	19,277	23,604	22,830	23,761	23,761	23,761
38100 - 4475	FLEET INSURANCE	5,366	6,184	6,119	6,508	6,508	6,508
38100 - 4488	ADMIN. SERVICE CHARGE	276,722	300,435	300,435	327,752	327,752	327,752
38100 - 4491	PROPERTY INSURANCE	16,713	18,682	19,397	21,527	21,527	21,527
38100 - 4587	RECORDING FEES	490	300	478	437	437	437
38100 - 4600	OFFICE FURNITURE & EQUIPMENT	94	250	141	250	250	250
SUBTOTAL		1,683,785	1,894,429	1,890,236	2,002,952	2,002,952	2,002,952

**2023 PERSONNEL WORKSHEET**

ACCOUNT	TITLE	FTE NET CHANGE	2022 BUDGETED SALARY	2023 BUDGETED SALARY
WATER ADMINISTRATION - 38100				
4090	DEP DIR UTILITIES	0	106,280	115,468
	CHEMIST	0	84,310	86,966
	PRIMARY OPERATOR	0	67,833	76,657
	WORKING FOREMAN (2)	0	133,929	143,030
	HEAVY EQUIPMENT OPERATOR (2)	0	122,383	134,906
	CONSTRUCTION MAINT REPAIR III	0	58,213	61,522
	CONSTRUCTION MAINT REPAIR I	0	55,256	60,696
	BACKFLOW INSP	0	57,230	63,346
	METER REPAIR TECH	0	52,616	55,198
			-----	
			738,050	797,789

## 2023 BUDGET WORKSHEET

DEPT NAME - WATER - ADMINISTRATION

DEPT # - 38100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4092	Temporary Pay	32,760	2 employees @ \$16 an hour for 11 weeks for seasonal projects. 1 employee @ \$16 an hour for 8 weeks for GIS support Police details	2 employees @ \$16 an hour for 11 weeks for seasonal projects. 1 employee @ \$16 an hour for 8 weeks for GIS support Police details
			14,080	14,080
			5,120	5,120
			13,560	13,560
4098	Overtime Pay	85,411	Overtime for water breaks, pumping systems, telemetry alarms, and weekend system checks and other work conducted outside of normal business hours.	Overtime for water breaks, pumping systems, telemetry alarms, and weekend system checks and other work conducted outside of normal business hours.
4112	Stand-By Pay	12,629	1 person @ 1 hr pay for weekdays and 1.5 hr pay for weekends and holidays. (Cost-shared with Sewer Fund)	1 person @ 1 hr pay for weekdays and 1.5 hr pay for weekends and holidays. (Cost-shared with Sewer Fund)
4182	Clothing Allowance	11,650	Per Public Works/SPAA contract Boot Allowance (11) Initial Issue of uniforms per new CBA	Per Public Works/SPAA contract Boot Allowance (11) Uniform Service (9)
			400	2,650
			11,250	2,744
4200	Office Supplies	1,400	General office supplies. 3 yr wgt'd avg. (1,468)	General office supplies. 3 yr wgt'd avg. (1,468)
4399	Legal Services	10,000	Outside legal services.	Outside legal services.
			20,000	20,000
4404	Audit	2,555	Annual audit.	Annual audit.
			2,555	

## 2023 BUDGET WORKSHEET

DEPT NAME - WATER - ADMINISTRATION

DEPT # - 38100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4405	Memberships & Publications	1,848	State Certification renewals: Treatment & Distribution 900 Individual Memberships: American Backflow Prevention Assn (APBA) (1) 100 American Water Works Association (AWWA) (2) 208 Utility Memberships: NEWWA 440 NH DES 200	State Certification renewals: Treatment & Distribution 900 Individual Memberships: American Backflow Prevention Assn (APBA) (1) 100 American Water Works Association (AWWA) (2) 208 Utility Memberships: NEWWA 440 NH DES 200
4406	Printing & Binding	9,923	Water billing 37/63% split S/W 1,134 Meter cards 282 Invoices 337 Delinquent notices (N11Z) 121 Cert. mail cards 282 Consumer Confidence Report 2,015 CCR-Data processing/labels 730 Public notices 823 Printing service for billings 4,199	Water billing 37/63% split S/W 1,134 Meter cards 282 Invoices 337 Delinquent notices (N11Z) 121 Cert. mail cards 282 Consumer Confidence Report 1,771 CCR-Data processing/labels 685 Public notices 823 Printing service for billings 4,199
4423	Medical Exams	675	Required random drug and alcohol exams and physicals.	Required random drug and alcohol exams and physicals.
4440	Equipment Rental	30,000	Rental of heavy excavation equipment and special tools as needed for main breaks and other distribution system repairs as needed. 15,000 Mill/Fill Old trenches 15,000	Rental of heavy excavation equipment and special tools as needed for main breaks and other distribution system repairs as needed. 15,000 Mill/Fill Old trenches 15,000



# 2023 BUDGET WORKSHEET

DEPT NAME - WATER - ADMINISTRATION

DEPT # - 38100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4450	Telephone	25,443	Telephone/Fax/circuits 15,496 Cell phones (5) 1,438 Meter towers 63/37 split 2,508 Comcast Internet Circuit for resiliency 3,120  Internet 2,272 Broadband Communications- 5 aircards- 609 GIS tablets	Telephone/Fax/circuits 15,496 Cell phones (3) 863 Meter towers 63/37 split 2,508 Comcast Internet Circuit for resiliency 3,120  Internet 2,272 Broadband Communications- 3 aircards- 368 GIS tablets
4451	Postage	27,219	Postage for monthly and quarterly billings and delinquency notices (N11Z) 13,209 Postage for Betterment & DBA billings 207 S/W 37-63% split Violations notices, backflow letters, annual water quality report to users etc. 1,275 Certified shut off letters 12,528 (Offsetting revenue-cost passed on to customers)	Postage for monthly and quarterly billings and delinquency notices (N11Z) 10,449 Postage for Betterment & DBA billings 207 S/W 37-63% split Violations notices, backflow letters, annual water quality report to users etc. 1,275 Certified shut off letters 12,528 (Offsetting revenue-cost passed on to customers)
4453	Meetings & Training	4,700	Water industry training 4,400 Safety training programs 300	Water industry training 4,400 Safety training programs 300

## 2023 BUDGET WORKSHEET

DEPT NAME - WATER - ADMINISTRATION

DEPT # - 38100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4456	Radio Maintenance	1,634	Repairs/replacement of portable truck radios 1,634	Repairs/replacement of portable truck radios 1,634
4458	Vehicle Maintenance	20,000	Scheduled and emergency repairs to 1 backhoe, 1 compressor, 5 utility trucks, and 3 compact pick-ups & 6-wheel dump truck.	Scheduled and emergency repairs to 1 backhoe, 1 compressor, 5 utility trucks, and 3 compact pick-ups & 6-wheel dump truck.
4470	General Liability	23,761	Liability coverage (rate based on percentage of overall expenditures) (estimated 5% increase over 2022/23 rates)	Liability coverage (rate based on percentage of overall expenditures) (estimated 5% increase over 2021/22 rates)
4475	Fleet Insurance	6,508	Coverage for water vehicles (estimated 5% increase over 2022/23 rates)	Coverage for water vehicles (estimated 5% increase over 2021/22 rates)
4488	Administration Service Charge	327,752	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	21,527	Coverage for building and contents, 3 pumping stations, 2 PRV stations, and 3 water towers and Dams. (estimated 5% increase over 2022/23 rates)	Coverage for building and contents, 3 pumping stations, 2 PRV stations, and 3 water towers and Dams. (estimated 5% increase over 2021/22 rates)
4587	Recording Fees	437	Charges for recording Demand and Benefit Assessment liens with Registry of Deeds.	Charges for recording Demand and Benefit Assessment liens with Registry of Deeds.
4600	Office Furniture & Equip	250	Replacement office equipment. 250	Replacement office equipment.

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>WATER-OPERATIONS</b>							
38110 - 4235	SMALL TOOLS & EQUIP.	10,090	9,000	24,040	9,000	9,000	9,000
38110 - 4237	GAS & OIL	27,017	26,300	26,759	35,853	35,853	35,853
38110 - 4244	GRAVEL/SAND	4,300	4,000	4,690	4,000	4,000	4,000
38110 - 4249	RESURFACING	5,249	18,983	12,918	21,830	21,830	21,830
38110 - 4255	CHEMICALS	70,055	67,000	107,355	77,050	77,050	77,050
38110 - 4256	TUBING & PARTS	56,251	63,000	42,034	66,150	66,150	66,150
38110 - 4262	SAFETY	1,038	750	3,777	750	750	750
38110 - 4400	CONTRACTED SERVICES	160,111	163,784	214,853	208,987	208,987	208,987
38110 - 4481	WATER SAMPLES/LAB EXPENSES	70,750	75,627	53,567	84,555	84,555	84,555
38110 - 4482	PURCHASE OF WATER	608,294	1,294,386	721,475	1,293,448	1,236,630	1,236,630
38110 - 4484	METERS/REPLACEMENT	59,840	60,000	66,090	60,000	60,000	60,000
38110 - 4485	HYDRANTS	34,165	37,500	33,285	37,500	37,500	37,500
38110 - 4489	PIPE REPLACEMENT	63,462	126,000	277,149	261,000	261,000	261,000
38110 - 4496	ELECTRICITY	189,317	185,478	168,624	190,603	190,603	190,603
38110 - 4497	OTHER UTILITIES	141,479	127,145	137,340	135,770	135,770	135,770
38110 - 4607	EQUIPMENT	-	8,395	9,020	3,347	3,347	3,347

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
38110 - 4610	WATER-EQUIPMENT	12,197	8,069	28	22,314	22,314	22,314
	SUBTOTAL	1,513,613	2,275,417	1,903,007	2,512,157	2,455,339	2,455,339

## 2023 BUDGET WORKSHEET

DEPT NAME - WATER - OPERATIONS

DEPT # - 38110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4235	Small Tools & Equipment	9,000	Tools & minor equipment and expendable supplies for water distribution and treatment.	Tools & minor equipment and expendable supplies for water distribution and treatment.
4237	Gas & Diesel	35,853	For vehicles, mowers and minor equipment Fuel Estimate: diesel and gasoline (based on 3 yr wgt'd avg and 75% increase for 6 months)	For vehicles, mowers and minor equipment 10,215 gal. gas @ \$2.34 23,903 1,003 gal diesel @ \$2.39 2,397
4244	Gravel/Sand	4,000	Gravel, Sand and other aggregate materials. Used to backfill after excavations, for pipe bedding after installation & repairs, and loam & seed for lawn damage from main breaks.	Gravel, Sand and other aggregate materials. Used to backfill after excavations, for pipe bedding after installation & repairs, and loam & seed for lawn damage from main breaks.
4249	Resurfacing	21,830	Cost of hot bituminous asphalt to repair road surface after water breaks.	Cost of hot bituminous asphalt to repair road surface after water breaks.
4255	Chemicals	77,050	Bulk Chemicals for Water Treatment	Bulk Chemicals for Water Treatment
4256	Tubing & Parts	66,150	Copper tubing, brass fittings and meter horn assemblies. (5% market increase) (New Regional Customers) Partially offset by meter sales	Copper tubing, brass fittings and meter horn assemblies. (5% market increase) (New Regional Customers) Partially offset by meter sales
4262	Safety	750	Personal safety gear, traffic cones, signs, safety supplies etc.	Personal safety gear, traffic cones, signs, safety supplies etc.
4400	Contracted Services	208,987	Electronics & Controls maint. 4,000 Mechanical systems 12,000	Electronics & Controls maint. 4,000 Mechanical systems 12,000

2023 BUDGET WORKSHEET

DEPT NAME - WATER - OPERATIONS

DEPT # - 38110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			Instrument calibration & preventative electrical maintenance	Instrument calibration & preventative electrical maintenance
		6,000		6,000
			Altitude valve preventive maintenance	Altitude valve preventive maintenance
		2,200		2,200
			Digsafe	Digsafe
		6,396		6,396
			Water Conservation	Water Conservation
		3,000		3,000
			Backwash tank cleaning	Backwash tank cleaning
		6,000		6,000
			Generator P.M. (8 Sites)	Generator P.M. (8 Sites)
		3,163		1,645
			PM on CO2 Storage & carbonic acid feed systems	PM on CO2 Storage & carbonic acid feed systems
		4,500		4,500
			Copier maintenance	Copier maintenance
		350		350
			Treatment technical assistance	Treatment technical assistance
		5,000		5,000
			Meter reading equipment maintenance contract (63%)	Meter reading equipment maintenance contract (63%)
		2,502		2,502
			Software Maintenance (63%)	Software Maintenance (63%)
		1,733		1,733
			GIS hosting/support/updates	GIS hosting/support/updates
		9,200		9,200
			Mission Service for WTP	Mission Service for WTP
		784		784
			On Call Engineering Services	On Call Engineering Services
		5,000		5,000
			WaterSmart-Customer Access	Fire Extinguisher Inspections
		18,285		339
			Neptune 360	WaterSmart-Customer Access
		26,235		17,490
			Finish Water Pump Replacement	Neptune 360
		41,200		26,235
			Arlington Pond Station PLC	Water Management Plan
		15,945		45,000
			Arlington Pond Station Panel View	SonicWall
		6,744		2,010
			Filter 1 & 2 Media Assessment	LogMeIn for SCADA (4)
		8,000		1,000
			Leak Detection	
		16,000		
			SonicWall	
		2,350		
			LogMeIn for SCADA (4)	
		1,000		
			Legal Notices (materials and service bids)	Legal Notices (materials and service bids)
		1,400		1,400

**2023 BUDGET WORKSHEET**
**DEPT NAME - WATER - OPERATIONS**
**DEPT # - 38110**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4481	Water Samples/Lab Expenses	84,555	QA/QC & certification 4,000 Consumables 13,225 Glassware & minor equip. 13,225 Routine SDWA compliance 9,500 Chemical waste disposal 2,000 Hach service maintenance 34,335 Lab equipment service maint. 2,300 PFOA/PFOS testing (4) 2,720 Lead/Copper Testing 2,250 (Regional Line Increases) Cyanobacteria Testing 1,000	QA/QC & certification 4,000 Consumables 11,500 Glassware & minor equip. 11,500 Routine SDWA compliance 9,500 Chemical waste disposal 2,000 Hach service maintenance 29,857 Lab equipment service maint. 2,300 PFOA/PFOS testing (4) 2,720 Lead/Copper Testing 2,250 (Regional Line Increases)
4482	Purchase of Water	1,236,630	Methuen-emergency purchases 100 Manchester Water Works: Windham 151,349 HAWC 631,133 Salem 412,771 Pennichuck 41,277	Methuen-emergency purchases 100 Manchester Water Works: Windham 129,428 HAWC 841,286 Salem 323,572
4484	Meters	60,000	New Meters for development 60,000 Partially offset by meter sales (New Regional Customers)	New Meters for development 60,000 Partially offset by meter sales (New Regional Customers)
4485	Hydrants	37,500	Replace hydrants (15 @2,200) 33,000 Hydrant Parts 4,500	Replace hydrants (15 @2,200) 33,000 Hydrant Parts 4,500
4489	Pipe Replacement	261,000	Scheduled and emergency repairs made to distribution system on pipes valves 11,000	Scheduled and emergency repairs made to distribution system on pipes valves 11,000

# 2023 BUDGET WORKSHEET

DEPT NAME - WATER - OPERATIONS

DEPT # - 38110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
			Water work associated with Road Program 250,000	Water work associated with Road Program (Pleasant/Main) 115,000
4496	Electricity	190,603	Cost of electricity for building and to pump water.	Cost of electricity for building and to pump water.
			Service for WTP, 3 booster stations and 2 raw water pumping stations, 2 PRV Stations	Service for WTP, 3 booster stations and 2 raw water pumping stations, 2 PRV Stations (new PRV stations online in 2021)
4497	Other Utilities	135,770	Sewer discharge, from Canobie Water Treatment Plant.	Sewer discharge, from Canobie Water Treatment Plant.
4607	Equipment	3,347	Portable Generator 3,347	Enclosed Cargo Trailer 8,395
4610	Water Equipment	22,314	Clearwell Level Device 5,236	Water Main Break Equipment Package 1,604
			Peristaltic Meter Pump Ammonium Sulfate 5,728	Peristaltic Pump 4,513
			Titration 11,350	CST Magnatrac Locators (3) 1,952



**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>WATER-BUILDINGS</b>							
38120 - 4401	CLEANING SERVICES	3,003	13,300	13,300	13,300	13,300	13,300
38120 - 4452	BUILDING MAINTENANCE	22,263	17,643	20,228	20,532	20,532	20,532
38120 - 4495	HEAT	31,184	24,911	32,089	36,496	36,496	36,496
	SUBTOTAL	56,450	55,854	65,617	70,328	70,328	70,328

# 2023 BUDGET WORKSHEET

DEPT NAME - WATER - BUILDINGS

DEPT # - 38120

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4401	Cleaning Services	13,300	Cleaning services	Cleaning services
4452	Building Maintenance	20,532	Building repairs and expendable building supplies/cleaning products. Outdoor Lighting replacements	Building repairs and expendable building supplies/cleaning products. Outdoor Lighting replacements
			Annual radio box testing/monitoring: Water Treatment Plant, Spicket, Manor Pkwy, Arlington & Nirvana Booster Stations.	Annual radio box testing/monitoring: Water Treatment Plant, Spicket, Manor Pkwy, Arlington & Nirvana Booster Stations.
			Alarm monitoring	Alarm monitoring
			Fire Alarm Inspection - five (5) locations	Fire Alarm Inspection
			Fuel for Generators	Fuel for Generators
			HVAC Maintenance	HVAC Maintenance
			Grounds Maintenance, includes fertilization	Grounds Maintenance, includes fertilization
			Security gate annual maintenance	Security gate annual maintenance
			Pest Control	
			Fire Safety Equipment Maintenance	
4495	Heat	36,496	Propane heat	Propane heat
			3 Year weighted average + 50% for 6 months	11,272 gal propane @ \$2.21

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>WATER-DEBT SERVICES</b>							
38130 - 4669	WATER CON #15-PRINCIPAL '04	35,000	35,000	35,000	35,000	35,000	35,000
38130 - 4671	WATER CON #16-PRINCIPAL '13	69,000	69,000	69,000	69,000	69,000	69,000
38130 - 4672	WATER CON #17-PRINCIPAL '14	105,000	105,000	105,000	105,000	105,000	105,000
38130 - 4673	WATER CON #18-PRINCIPAL '14	80,000	80,000	80,000	80,000	80,000	80,000
38130 - 4674	WATER CON #19-PRINCIPAL '15	110,000	110,000	110,000	110,000	110,000	110,000
38130 - 4675	WATER CON #20-PRINCIPAL '18	147,392	149,626	149,625	151,893	151,893	151,893
38130 - 4507	DRINKING WATER #21-PRINCIPAL '	160,000	160,000	160,000	160,000	160,000	160,000
38130 - 4509	RTE 28 WATER MAIN-PRIN	288,313	288,313	288,313	288,313	288,313	288,313
38130 - 4510	WEST DUSTON WATER-PRIN	-	58,530	58,530	58,530	58,530	58,530
38130 - 4568	RTE 28 WATER MAIN-INT	47,074	21,018	21,018	18,683	18,683	18,683
38130 - 4569	WEST DUSTON WATER-INT	-	24,891	24,890	23,047	23,047	23,047
38130 - 4689	WATER CON #15-INTEREST '04	6,228	4,478	4,478	2,728	2,728	2,728
38130 - 4690	WATER CON #16-INTEREST '13	6,210	4,140	4,140	2,070	2,070	2,070
38130 - 4691	WATER CON #17-INTEREST '14	12,600	9,450	9,450	6,300	6,300	6,300
38130 - 4692	WATER CON #18-INTEREST '14	9,600	7,200	7,200	4,800	4,800	4,800
38130 - 4693	WATER CON #19-INTEREST '15	19,800	17,600	17,600	13,200	13,200	13,200

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
38130 - 4694	WATER CON #20-INTEREST '18	16,394	14,162	14,161	11,895	11,895	11,895
38130 - 4521	DRINKING WATER #21-INTEREST '1	28,000	20,000	20,000	12,000	12,000	12,000
	SUBTOTAL	1,166,473	1,178,408	1,178,406	1,152,459	1,152,459	1,152,459

**2023 BUDGET WORKSHEET****DEPT NAME - WATER - DEBT****DEPT # - 38130**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
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)	151,893	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

2023 BUDGET WORKSHEET

DEPT NAME - WATER - DEBT

DEPT # - 38130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
4521	Drinking Water Capacity Rights #21 – Interest	12,000	2023 Interest	2022 Interest

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

\*\* Offset by DBA

**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b>WATER-CAPITAL PROJECTS</b>							
38140 - 4738	WATER - VEHICLES	-	-	-	272,000	75,000	75,000
38140 - 4765	IMPROVEMENTS	509,995	515,000	365,878	400,000	400,000	400,000
38140 - 4888	GIS FLYOVER	-	-	-	5,000	5,000	5,000
	SUBTOTAL	509,995	515,000	365,878	677,000	480,000	480,000

**2023 BUDGET WORKSHEET****DEPT NAME - WATER - CAPITAL PROJECTS****DEPT # - 38140**

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023		EXPLANATION 2022	
4738	Water - Vehicles	75,000	4x4 Utility Body Vehicle	75,000		
4765	Improvements	400,000	Improvements: North Main St water improvements	400,000	Improvements: Lake/Bluff St. extension	515,000
4888	GIS Flyover	5,000	Town-wide Flyover and Mapping Project (split GF, WF, and SF)	5,000		



**2023 BUDGET**

DEPT. ACCT. NO.	ACCOUNT NAME	2021 EXPENDED PRE AUDIT	2022 BUDGET	2022 EXPENDED (PRE-AUDIT) (incl. encumb)	2023 BOS RECOMM.	2023 BUD COM RECOMM.	2023 BUDGET
<b><i>WATER-WARRANT ARTICLES</i></b>							
38150 - 4968	OPEB TRUST	10,000	10,000	10,000	5,000	5,000	5,000
	SUBTOTAL	10,000	10,000	10,000	5,000	5,000	5,000
	GRAND TOTAL-WATER	4,940,316	5,929,108	5,413,143	6,419,896	6,166,078	6,166,078

2023 BUDGET WORKSHEET

DEPT NAME - WATER - WARRANT ARTICLES

DEPT # - 38150

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2023	EXPLANATION 2022
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