

The Hilltop City  
**SOMERSWORTH**  
Est. 1729

## CITY OF SOMERSWORTH

**PROPOSED BUDGET  
FISCAL YEAR 2019-2020**

# CITY OF SOMERSWORTH FISCAL YEAR 2019-2020

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**Robert M. Belmore**  
City Manager

**Scott A. Smith**, Deputy City Manager  
& Director of Finance & Administration

**Shanna B. Saunders**, Director  
Planning & Community Development

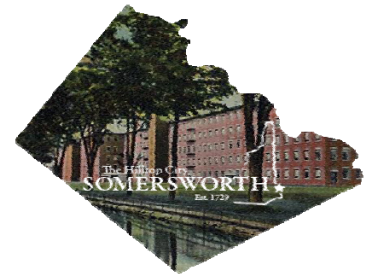
**Michael Bobinsky**, Director  
Public Works & Utilities

**David B. Kretschmar**  
Police Chief

**Keith Hoyle**  
Fire Chief

**Dr. Robert Gadowski**  
Superintendent, SAU 56

**Katie Krauss**  
Business Administrator, SAU 56



## *Proposed Budget*

**Dana S. Hilliard**  
Mayor

**Martin Pepin**  
Councilor  
Ward 1

**Kenneth S. Vincent**  
Councilor  
Ward 2

**Martin P. Dumont Sr.**  
Councilor  
Ward 3

**Donald Austin**  
Councilor  
Ward 4

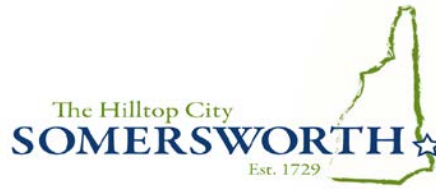
**Richard Michaud**  
Councilor  
Ward 5

**Nancie Cameron**  
Councilor  
At Large

**Edward Levasseur**  
Councilor  
At Large

**Dale R. Sprague**  
Councilor  
At Large

**David Witham**  
Councilor  
At Large



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**March 15, 2019**

The Honorable Mayor Dana Hilliard and City Council Members  
Somersworth City Hall  
One Government Way  
Somersworth, NH 03878

Dear Mayor Hilliard and City Council Members:

**Introduction**

In accordance with Article VII of the City Charter, I respectfully submit for your consideration a Proposed Budget for the Fiscal Year 2019-2020. Article VII requires that a budget and budget message be presented to the Council on or before the 15<sup>th</sup> day of March for the ensuing Fiscal Year. The intent of the budget message, according to Article VII, is to describe the important features of the budget and indicate any major changes for the current year in financial policies, expenditures, and revenues together with the reasons for such changes. The budget message is also intended to summarize the City's debt position and include other information that will assist the Council in understanding the budget as a whole.

As required, the Fiscal Year 2019-2020 budget submission complies with section 7.4.1 of the City Charter, Limitation on Budget Increase, more commonly referred to as the "Tax Cap". This year's budget proposal is limited to a maximum increase in real estate tax revenue of **\$696,099**. The budget I am presenting for your consideration is estimated to increase real estate tax revenue by **\$688,645**, slightly less than that allowed under this section of the City Charter. A detailed analysis of this calculation has been provided in the "Financial Overview" section of the budget document on pages B-1 and B-2.

An important distinction with this year's budget proposal is we have recently commenced a citywide revaluation. New Hampshire State law requires communities to reassess all property every five years. This project started in January, and is scheduled to be completed in the fall for the tax rate setting process. Due to the changes that will occur in property assessments, it makes it virtually impossible to estimate what the actual tax rate will be. However, it does not change the amount of property taxes raised required to support the budget, but property taxes by property classification may change. The general rule of thumb is 1/3 of the properties will realize a tax increase, 1/3 will realize a tax decrease, and 1/3 will stay the same. For the purposes of the proposed budget we will use the City's current net assessed valuation for comparison purposes only. This is essentially a measuring stick so there is an overall understanding of the impact of changes to the budget as we move through the process.

As is always the case, budgets are impacted by service demands, requirements of other governmental jurisdictions, and general market conditions. Curbside recycling has increased dramatically due to the lack of markets to offload various products such as glass, plastic, and paper. Because of this, I have increased the budget for curbside recycling by \$25,000. We have also recently been notified by the United States Environmental Protection Agency that they will

require new PFAS testing and other increased monitoring at the Superfund Landfill. Our share of this increased testing is approximately \$12,000 and I have increased that portion of the budget accordingly.

After evaluation and careful consideration, it has become apparent that the City requires the services of a full time custodian. We currently have a part time custodian working 25 hours per week, and would like to increase this, not only to meet the demands at City Hall, but include other facilities such as the Library and Department of Public Works which receive very little if any custodial services. The Police Department has a part time custodian which meets their needs, and other facilities have the ability to handle this function with their staff as well.

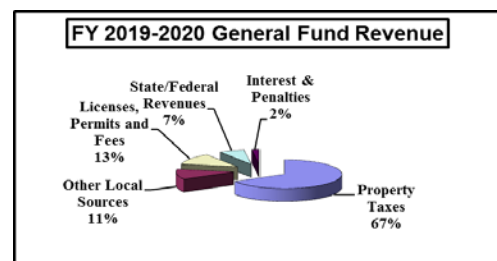
There are a couple of special projects under consideration that **are not** included in this budget proposal simply because we are waiting on word of funding through the State of New Hampshire. We have been informed that the Governor has included an appropriation of \$180,000 in his proposed State budget to fund the Veteran's Memorial at Stein Park. This is a very exciting development, and if adopted by the State legislature should provide enough funding for the entire project. We are also waiting for final approval from the NH Department of Natural and Cultural Resources Land and Water Conservation Fund on a grant to provide funding for improvements at Jules Bisson Park. The total project cost is \$90,000 and the grant would provide a 50% match. We currently have \$28,000 in the Parks and Recreational Facilities capital reserve fund, plus an additional \$3,000 recommendation in this proposed budget increasing that amount to \$31,000. My recommendation for both projects is to address any additional funding needed through a supplemental appropriation when final Grant approval is secured from the State.

The General Fund proposed budget reflects an increase of \$245,736 or 1.84% compared to the prior year's approved budget. The enterprise funds reflect an increase of \$238,068 or 4.77% as a whole. The majority of that increase is due to two capital projects in the Water Fund. Namely a proposed \$100,000 for an engineering study on the Noble Pines water tank, and a proposed \$75,000 for an engineering study on the City's well field. More detailed analysis for all funds is provided later in this report.

## **Revenues**

Fiscal Year 2019-2020 proposed City General Fund appropriations will be supported from the following revenue sources:

- \$9,276,440 in Municipal Property Taxes
- \$1,800,625 in Licenses, Permits and Fees
- \$ 985,009 in Intergovernmental
- \$ 280,000 in Interest and Penalties
- \$1,594,163 in Other Local Sources



Interest rates have been rising and we are seeing some modest increases in interest earned on investments. Motor Vehicle registrations have increased over the past couple years, however that trend seems to be leveling out, therefore that revenue source has remained flat for this budget cycle. As noted above, the single largest revenue source for general fund operations continues to be property taxes.



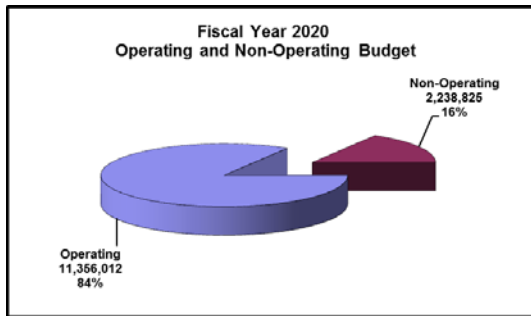
### **General Fund Appropriations:**

Total appropriations proposed for the General Fund are \$13,594,837, representing an increase of 1.84% as compared to the Fiscal Year 2019 Adopted Budget.

Salaries and benefits have increased \$225,777 or 2.5%. Overall salaries are up as well as associated payroll driven benefits such as retirement and social security, but other benefits such as health insurance and retirement reflect a slight decrease. The capital outlay section of the budget reflects an increase of \$82,000, and direct assistance reflects an increase of \$10,000. Other major sections of the budget reflect minor changes.

The following table is a summary of the General Fund budget by major category:

<b>Total General Fund</b>	<b>FY18 Budget</b>	<b>FY18 Actual</b>	<b>FY19 Budget</b>	<b>FY20 Proposed</b>	<b>Percent</b>
<b><u>Salaries and Benefits</u></b>					
Salaries	\$4,820,520	\$4,610,390	\$5,043,953	\$5,272,134	4.52%
Overtime	\$300,180	\$386,150	\$309,180	\$324,630	5.00%
Other Pay	\$181,671	\$179,237	\$183,610	\$181,224	-1.30%
Health/Dental Insurance	\$1,783,519	\$1,681,808	\$1,700,573	\$1,672,767	-1.64%
Retirement	\$1,091,659	\$1,060,970	\$1,135,772	\$1,135,876	0.01%
Workers Compensation	\$229,966	\$169,729	\$232,665	\$231,162	-0.65%
Other Benefits	\$305,876	\$295,205	\$329,578	\$343,315	4.17%
<b>Total Salaries and Benefits</b>	<b>\$8,713,391</b>	<b>\$8,383,489</b>	<b>\$8,935,331</b>	<b>\$9,161,108</b>	<b>2.53%</b>
<b><u>Other Operating</u></b>					
Telephone and Utilities	\$192,745	\$173,584	\$191,265	\$195,485	2.21%
Contracted Services	\$290,201	\$300,354	\$296,374	\$272,874	-7.93%
Civic Promotions/Community Support	\$103,586	\$99,799	\$118,580	\$114,330	-3.58%
Contingency	\$80,000	\$17,855	\$76,000	\$76,000	0.00%
Direct Assistance	\$142,000	\$87,118	\$142,000	\$152,000	7.04%
Other Operating	\$1,340,174	\$1,179,784	\$1,360,903	\$1,384,215	1.71%
<b>Total Other Operating</b>	<b>\$2,148,706</b>	<b>\$1,858,494</b>	<b>\$2,185,122</b>	<b>\$2,194,904</b>	<b>0.45%</b>
<b>Total Operating</b>	<b>\$10,862,097</b>	<b>\$10,241,983</b>	<b>\$11,120,453</b>	<b>\$11,356,012</b>	<b>2.12%</b>
<b><u>Capital and Debt</u></b>					
Debt Service/Leases	\$1,093,639	\$1,093,639	\$1,149,318	\$1,064,954	-7.34%
Capital/Road Maintenance	\$1,461,915	\$821,600	\$975,732	\$1,057,913	8.42%
Transfers to Other Capital Funds	\$100,598	\$100,598	\$103,598	\$115,958	11.93%
<b>Total Capital and Debt</b>	<b>\$2,656,152</b>	<b>\$2,015,837</b>	<b>\$2,228,648</b>	<b>\$2,238,825</b>	<b>0.46%</b>
<b>Total General Fund Budget</b>	<b>\$13,518,249</b>	<b>\$12,257,820</b>	<b>\$13,349,101</b>	<b>\$13,594,837</b>	<b>1.84%</b>



Operating is 84% of the total proposed budget

Non-operating is 16% of the total proposed budget

**Significant changes within the proposed General Fund appropriations are as follows:**

*Salary and benefit increases (approximate – includes new positions):*

Salary Increases	\$241,245
Health Insurance Increases	\$( 27,806)
NH State Retirement	\$ 104
Wage related benefits (FICA, W/C, etc)	<u>\$ 12,234</u>
Subtotal	\$225,777

*Changes due to City Council action:*

Net change in Debt Service	\$( 29,112)
Net change in Lease Payments	<u>\$( 55,252)</u>
Subtotal	\$( 84,364)

*Capital Improvement Program not yet acted on by City Council:*

Fire SCBA RIT Pack	\$ 4,368
Fire – Replace Portable Radios	\$ 52,545
Down-payment on Vehicle Leases	\$ 20,000
City Hall Roof	\$ 71,000
Police Duty Weapon Replacement	<u>\$ 10,000</u>
Subtotal	\$157,913

*Other Changes to Note:*

Increase in Curbside Recycling	\$ 25,000
Increase in Superfund Monitoring	\$ 12,000

**Water Fund**

The total appropriations recommended for the Water Fund reflect an increase of \$195,745 or 9.52%. The proposed increase is the result of some capital improvement projects planned during the upcoming year. The description of these project will be described in greater detail below.

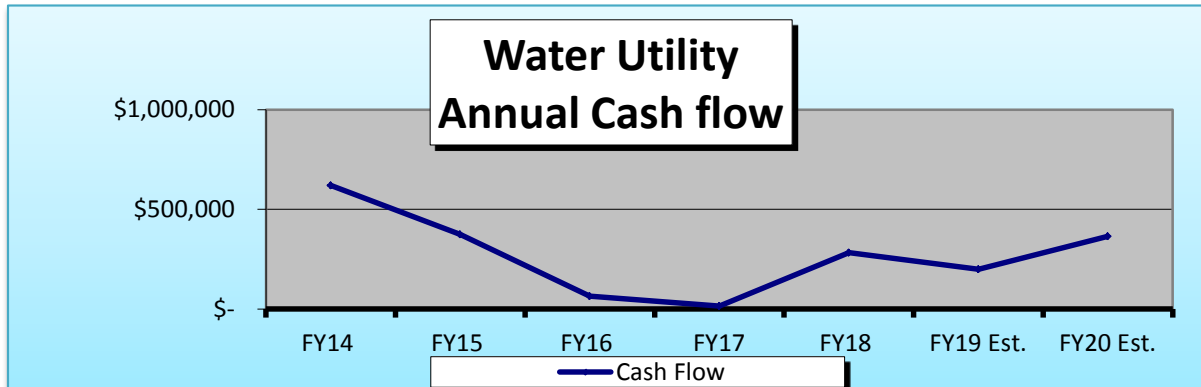
The Water Fund opened FY2018 with a cash surplus of \$2,206,736, and as of the end of February it was \$2,378,186. On March 6, 2017 the City Council approved a rate increase in the utility rates. Rates will increase effective July 1, 2019 to \$5.04/100 cu. feet of water use.

Changes of note are:

- Proposed capital improvement funding of \$100,000 for engineering to study the Noble Pines water tank to determine if the tank should be rehabilitated, if it should be replaced with an elevated water tank, or some combination of improvements.

- Proposed capital improvement funding of \$75,000 for engineering to study the City's well field on Rocky Hill Road. The intent of this study is to determine the value of this resource, what may be required to upgrade it and make it an active water resource, or should it simply be decommissioned.
- Proposed funding of \$18,500 to paint a section of the Water Treatment Plant.

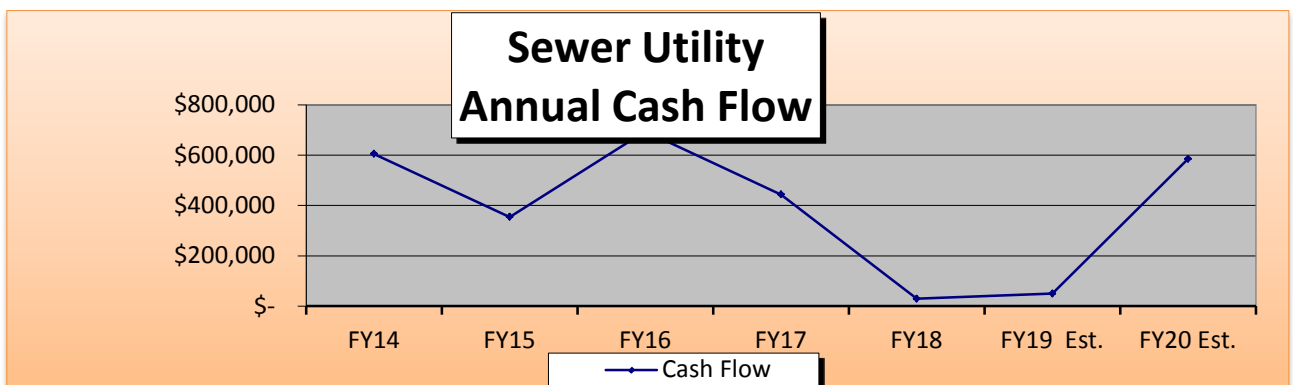
The graph is a visual depiction of the annual cash flow for the water utility. The combination of increases in the rate structure and conservative budgeting continue to improve the annual cash flow.



### Sewer Fund

The total appropriations recommended for the Sewer Fund reflects an increase of \$33,173 or 1.47%. The focus within the sewer fund is the pending improvements at the Wastewater Treatment Facility. The City has contracted with Wright Pierce Engineers to engineer and design the improvements at a cost of \$1,018,600. The actual construction costs are estimated to be approximately \$12,500,000. It is anticipated that the project will be bid this fall, and is expected to take two years to complete.

The Sewer Fund opened FY2018 with a cash surplus of \$2,374,524 and as of the end of February it was approximately \$2,463,469. On March 6, 2017 the City Council approved a rate increase in the utility rates. Rates will increase effective July 1, 2019 to \$7.32/100 cu. feet of water use.



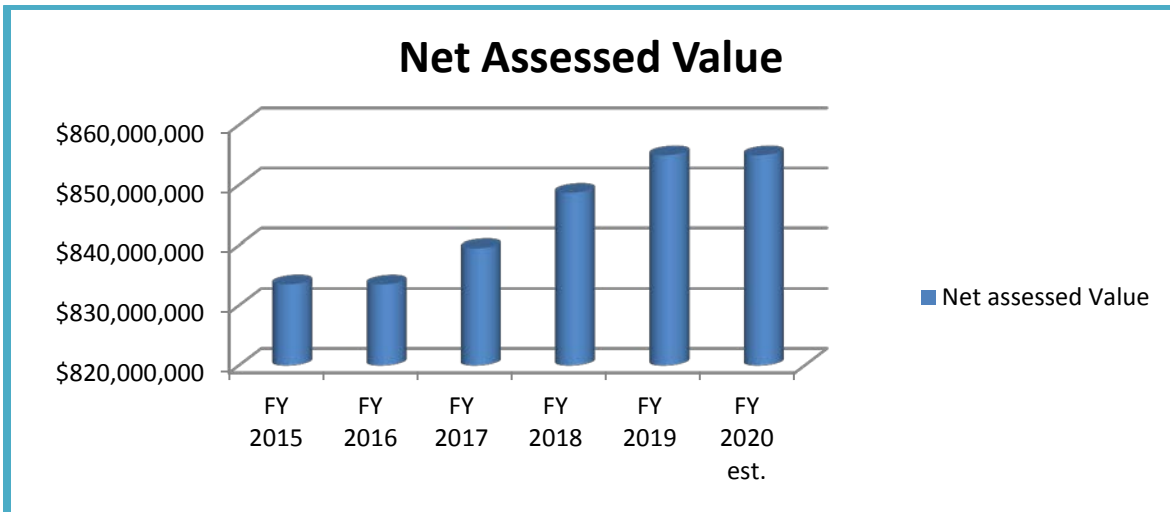
Changes of note are:

- In terms of operations and maintenance, this is essentially a status quo budget. There are no capital improvements included, with the obvious focus being on the upgrade of the Wastewater Treatment Facility.

### **Net Assessed Valuation**

The City's net assessed valuation is the final step in calculating the tax rate for a community. We have seen some modest growth over the last couple years due to a variety of developments in the City. As previously mentioned, the City is in the midst of a citywide revaluation. The resulting values after a revaluation could be quite different and make year-over-year comparisons difficult to project. For the purposes of comparing year-over-year information to understand the impact that this budget may have, we will be using the most recent net assessed values for the City.

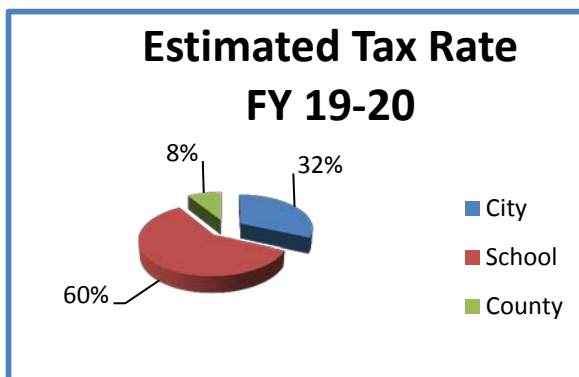
The following is a chart listing the City's un-equalized net assessed value since FY2014:



### **School Department Budget**

The School Department's budget is submitted under separate cover. This budget has been reviewed and approved by the School Board and is presented for your consideration.

### **Tax Rate**



Utilizing the current net assessed value for comparison purposes only, if the budget is adopted as proposed, the property tax rate is projected to increase \$0.80 (eighty cents) or 2.39%.



A more detailed breakdown of the tax rate calculation appears in Section B on page B-4 of the budget document.

The following chart provides a comparison of the estimated impact of the tax rate on residents based on the budget as proposed using a home assessed at \$200,000.

	FY2019 Adopted	FY2020 Proposed
Average residential home in Somersworth = \$200,000	Budget	Budget
Tax rate per \$1,000 Assessed Value	33.41	34.21
Property Taxes	\$6,682	\$6,842
Rate Change from FY2019		\$160
% Change from FY2019		2.39%

### **Fund Balance**

Fund balance retention is important for responsible long-term financial planning. Maintaining a healthy fund balance is important and provides the ability to respond to emergencies or other unanticipated expenditures, and to assist in mitigating dramatic City tax rate fluctuations.

The unassigned budgetary fund balance for the year ending June 30, 2018 was \$3,728,362. The City's fund balance policy states "the City will strive to maintain an unassigned fund balance in the General Fund of 5-17% of total appropriations". The current level is 8.04%, which is within the goal as laid out in the policy.

Based on the current status of the City's fund balance I am recommending utilizing \$800,000 to reduce the impact of the proposed budget on the tax rate.

### **Summary**

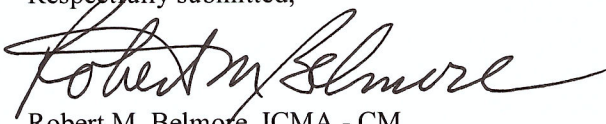
The budget defines service levels, goals, objectives, and direction of a community. We have been following a direction of improving this Community, and preparing for future growth with the goal of becoming the go-to destination on the Seacoast. We have made substantial improvements in our road maintenance program, and continue to support the program in this proposed budget. Our utilities are financially strong, and we have used that strength to make improvements that not only update our utilities but make them viable for growth in the future. The City began a program of replacing our rolling stock and we will be entering our fourth year of that program within this budget proposal. We continually look for opportunities to secure funding for projects through grants. As I prepare this budget, we are very optimistic that we will receive funding for two very important community projects, the Veteran's Memorial at Stein Park, and the improvements to Jules Bisson Park.

We have a strong team in Somersworth. The leadership and direction provided by the Mayor and City Council, efforts of City staff, and support of the citizens makes Somersworth a "City on the move".

I extend a thank you to all City Departments for their cooperation and assistance in the preparation of this proposal, and particular appreciation to Deputy City Manager/Finance Director Scott Smith for all his efforts. This collaborative process has shaped a budget proposal of department programs that lays the foundation for an effective and efficient allocation of resources to meet current Community needs.

I look forward to reviewing this FY2020 Budget Proposal with you.

Respectfully submitted,

A handwritten signature in black ink, reading "Robert M. Belmore". The signature is fluid and cursive, with the first name "Robert" being more prominent than the last name "Belmore".

Robert M. Belmore, ICMA - CM  
City Manager

*"Proud Past, Bright Future"*

**Analysis of Tax Cap - Estimate for FY2020 Budget Year**  
**City of Somersworth, NH**

	City Portion	School Portion	State Portion	County Portion	Total
A. Prior Fiscal Year Net Amount Raised By Taxes (FY2019 Actual Levy)	9,084,777	15,035,295	1,898,957	2,509,614	28,528,643
B. Multiplied by the National CPI-U (CPI Urban all cities index)	2.44%	2.44%	2.44%	2.44%	2.44%
<b>C. Subtotal (A x B)</b>	221,669	366,861	46,335	61,235	696,099
<b>G. Increase Allowed for FY2020 Tax Levy (C + F)</b>	<b>221,669</b>	<b>366,861</b>	<b>46,335</b>	<b>61,235</b>	<b>696,099</b>
<b>H. FY2020 Amount allowed to be Raised by Taxes (Capped Tax Levy) (A + G)</b>	<b>9,306,446</b>	<b>15,402,156</b>	<b>1,945,292</b>	<b>2,570,849</b>	<b>29,224,742</b>
I. FY2020 Estimated Amount Adopted to be Raised by Taxes	9,276,440	15,380,561	1,966,887	2,593,400	29,217,288
J. Variance between estimated and capped tax levy (H -I)	30,006	21,595	(21,595)	(22,551)	7,454
K. Amount required to be absorbed by City and School	(22,551)	(21,595)	21,595	22,551	0
<b>L. Amount of Budget Adjustment Required for FY2019 (J +K)</b>	<b>7,454</b>	<b>(0)</b>	<b>0</b>	<b>0</b>	<b>\$7,454</b>

**M. Total amount Under/(Over) the Tax Cap**

**CPI-All Urban Consumers (Current Series)**  
**Original Data Value**

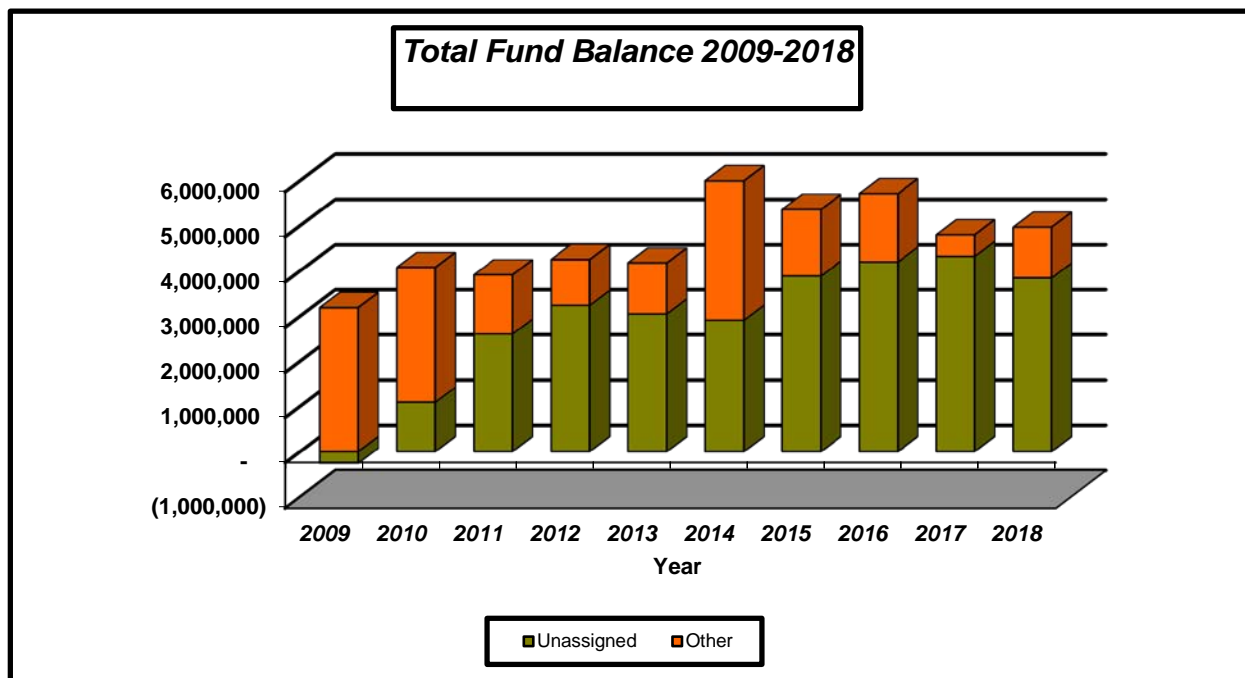
**Series Id:** CUUR0000SA0  
**Not Seasonally Adjusted**  
**Series Title:** All items in U.S. city average, all urban consumers, not  
**Area:** U.S. city average  
**Item:** All items  
**Base Period:** 1982-84=100  
**Years:** 2008 to 2018

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
2008	211.080	211.693	213.528	214.823	216.632	218.815	219.964	219.086	218.783	216.573	212.425	210.228	215.303
2009	211.143	212.193	212.709	213.240	213.856	215.693	215.351	215.834	215.969	216.177	216.330	215.949	214.537
2010	216.687	216.741	217.631	218.009	218.178	217.965	218.011	218.312	218.439	218.711	218.803	219.179	218.056
2011	220.223	221.309	223.467	224.906	225.964	225.722	225.922	226.545	226.889	226.421	226.230	225.672	224.939
2012	226.665	227.663	229.392	230.085	229.815	229.478	229.104	230.379	231.407	231.317	230.221	229.601	229.594
2013	230.280	232.166	232.773	232.531	232.945	233.504	233.596	233.877	234.149	233.546	233.069	233.049	232.957
2014	233.916	234.781	236.293	237.072	237.900	238.343	238.250	237.852	238.031	237.433	236.151	234.812	236.736
2015	233.707	234.722	236.119	236.599	237.805	238.638	238.654	238.316	237.945	237.838	237.336	236.525	237.017
2016	236.916	237.111	238.132	239.261	240.229	241.018	240.628	240.849	241.428	241.729	241.353	241.432	240.007
2017	242.839	243.603	243.801	244.524	244.733	244.955	244.786	245.519	246.819	246.663	246.669	246.524	245.120
2018	247.867	248.991	249.554	250.546	251.588	251.989	252.006	252.146	252.439	252.885	252.038	251.233	251.107
	<b>Percent Annual Increase</b>												<b>2.44%</b>



## General Fund Total Fund Balance

<u>Fiscal Year</u>	<u>Unassigned</u>	<u>Other</u>	<u>Total Fund Balance</u>
2009	(258,874)	3,183,638	2,924,764
2010	1,086,704	2,985,525	4,072,229
2011	2,598,386	1,308,909	3,907,295
2012	3,232,783	1,013,791	4,246,574
2013	3,046,522	1,125,686	4,172,208
2014	2,906,643	3,084,028	5,990,671
2015	3,882,740	1,474,627	5,357,367
2016	4,195,743	1,510,712	5,706,455
2017	4,319,051	473,758	4,792,809
2018	3,838,947	1,122,587	4,961,534

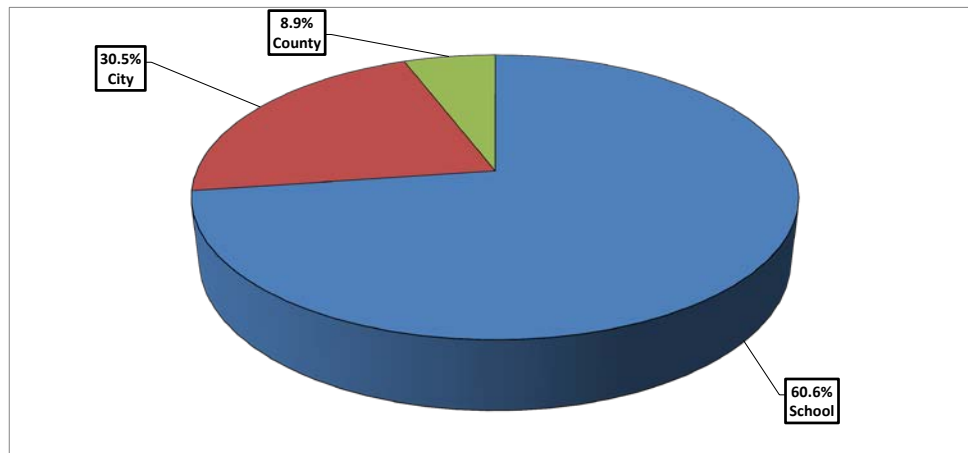


## 2019/20 Tax Rate Estimate

CITY PORTION		Estimated FY19-20 Tax Rate	FY18-19 Tax Rate	Change
Gross Appropriations	18,650,317			
Less: Revenues	9,715,277			
Less: Shared Revenues	-			
Add: Overlay	100,000			
Add: War Service Credits	241,400			
Net Town Appropriation	9,276,440	10.85	10.62	0.23
SCHOOL PORTION				
Net Local School Budget	24,584,820			
Less: Equitable Education Grant	7,237,372			
Less: State Education Taxes	1,966,887			
Net School Tax Total	15,380,561	17.99	17.59	0.40
STATE EDUCATION TAXES				
Equalized Valuation (no utilities)				
Net State Education Total	1,966,887	2.34	2.26	0.08
COUNTY PORTION				
Due to County	2,593,614			
Less: Shared Revenue	-			
Net County Total	2,593,614	3.03	2.94	0.09
Total Tax Rate		34.21	33.41	0.80
Total Property Taxes Assessed		29,217,502		
Less: War Service Credits		(241,400)		
Total Property Tax Commitment		28,976,102		

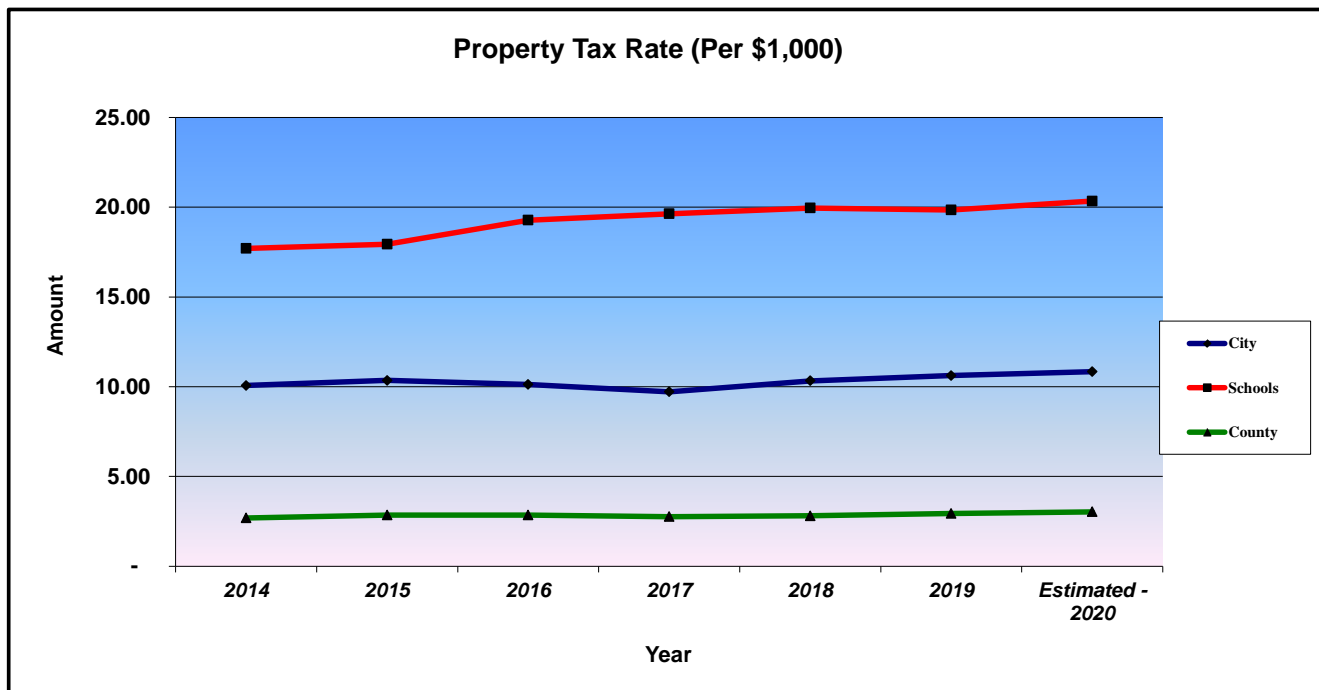
### Net Assessed Valuation (Estimate)

State Education Taxes (No utilities)	839,175,674	2.34	1,966,887.00
All Other Taxes	854,963,274	31.87	27,246,340.18
			29,213,227.18



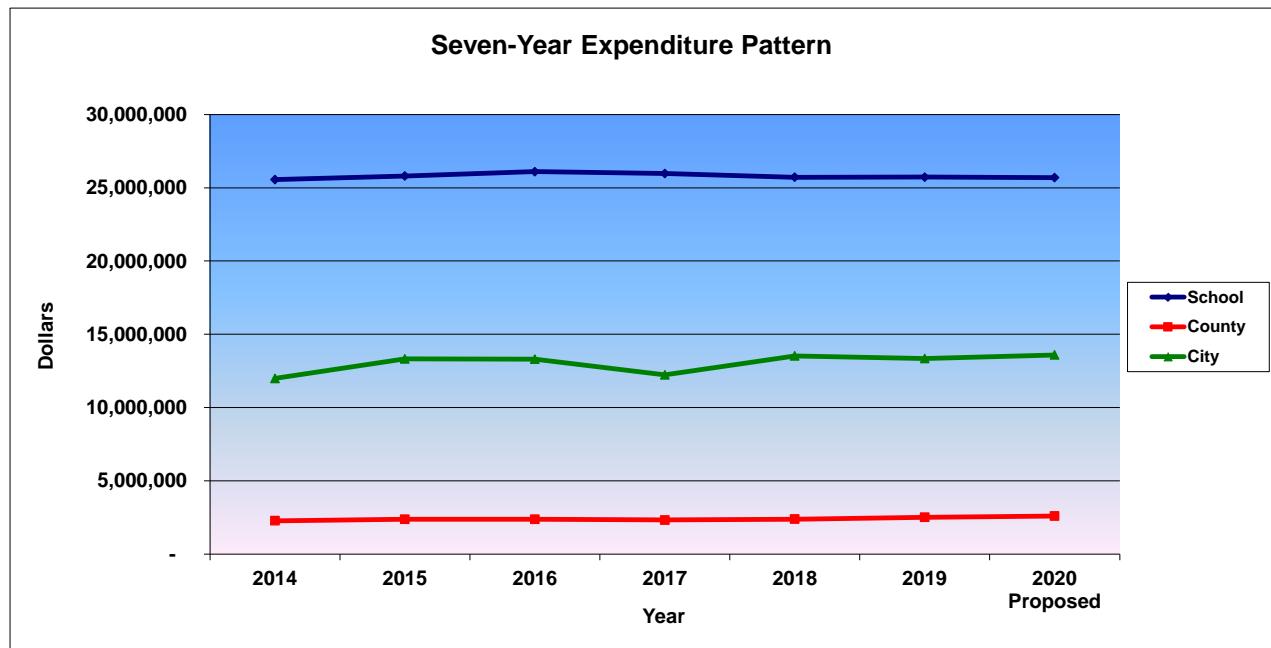
## Property Tax Rate (Per \$1,000)

<u>Fiscal Year</u>	<u>City</u>	<u>% of Total</u>	<u>Schools</u>	<u>% of Total</u>	<u>County</u>	<u>% of Total</u>	<u>Total</u>
2014	10.07	33.0%	17.71	58.1%	2.69	8.8%	30.47
2015	10.35	33.2%	17.94	57.6%	2.85	9.2%	31.14
2016	10.12	31.4%	19.28	59.8%	2.85	8.8%	32.25
2017	9.72	30.3%	19.63	61.1%	2.77	8.6%	32.12
2018	10.33	31.2%	19.95	60.3%	2.81	8.5%	33.09
2019	10.62	31.8%	19.85	59.4%	2.94	8.8%	33.41
Estimated - 2020	10.85	31.7%	20.33	59.4%	3.03	8.9%	34.21



## GENERAL FUND EXPENDITURES

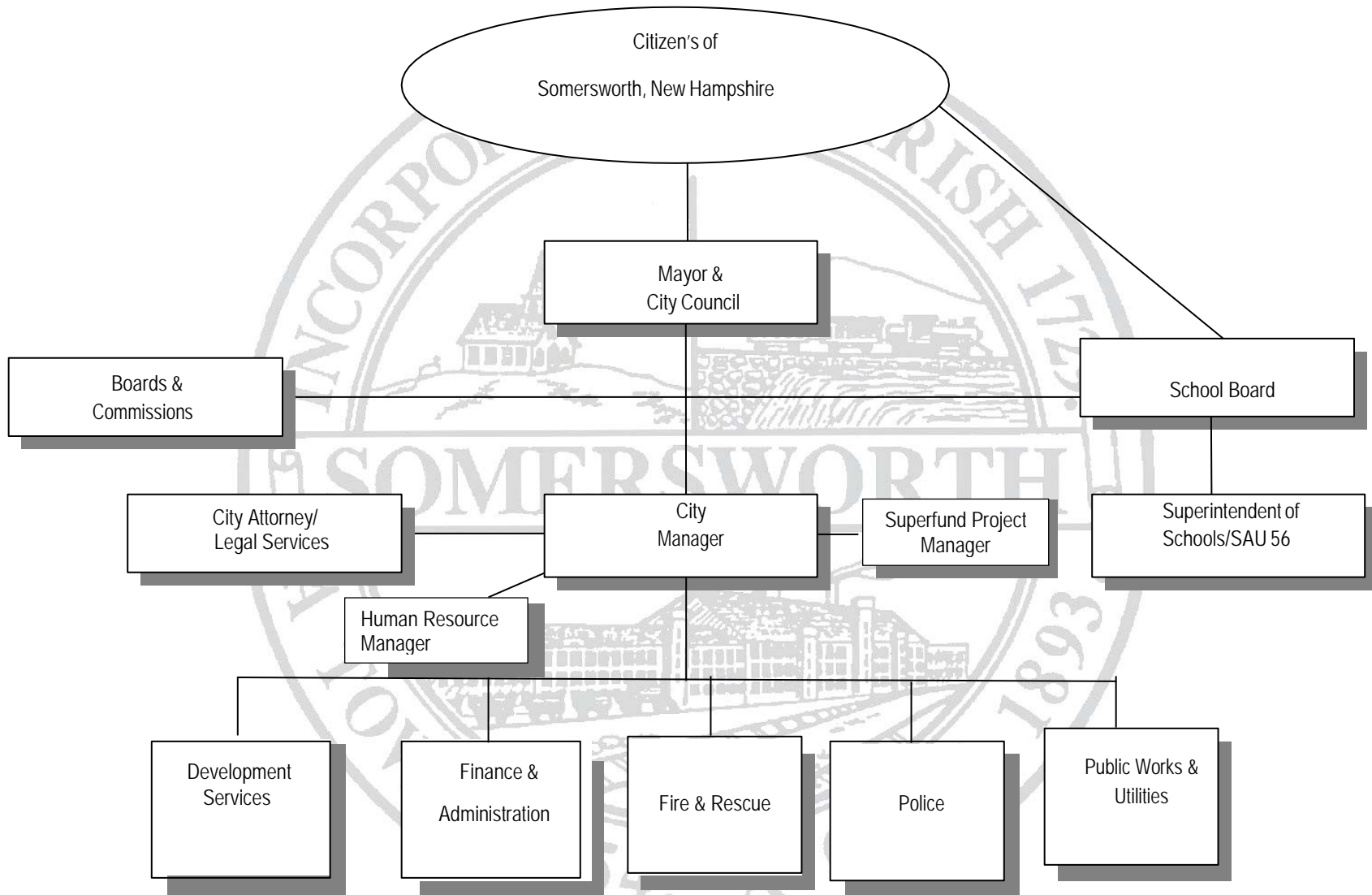
	2014	2015	2016	2017	2018	2019	2020 Proposed
<b>Amount</b>							
School	25,557,232	25,810,232	26,102,271	25,973,820	25,725,172	25,726,590	25,703,113
County	2,271,477	2,373,324	2,374,369	2,322,885	2,382,236	2,509,614	2,593,400
City	11,985,316	13,314,781	13,298,125	12,231,197	13,518,249	13,349,101	13,594,837
<b>Total</b>	<b>39,814,025</b>	<b>41,498,337</b>	<b>41,774,765</b>	<b>40,527,902</b>	<b>41,625,657</b>	<b>41,585,305</b>	<b>41,891,350</b>
<b>Dollar Change</b>							
School	647,232	253,000	292,039	(128,451)	(248,648)	1,418	(23,477)
County	40,820	101,847	1,045	(51,484)	59,351	127,378	83,786
City	892,393	1,329,465	(16,656)	(1,066,928)	1,287,052	(169,148)	245,736
<b>Total</b>	<b>1,580,445</b>	<b>1,684,312</b>	<b>276,428</b>	<b>(1,246,863)</b>	<b>1,097,755</b>	<b>(40,352)</b>	<b>306,045</b>
<b>Percent Change</b>							
School	2.60%	0.99%	1.13%	-0.49%	-0.957%	0.006%	-0.091%
County	1.83%	4.48%	0.04%	-2.17%	2.555%	5.347%	3.339%
City	8.04%	11.09%	-0.13%	-8.02%	10.523%	-1.251%	1.841%
<b>Total</b>	<b>4.13%</b>	<b>4.23%</b>	<b>0.67%</b>	<b>-2.98%</b>	<b>2.709%</b>	<b>-0.097%</b>	<b>0.736%</b>





# City of Somersworth

## Organizational Chart



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## *Office of the City Manager*

### City Government

The City of Somersworth has functioned as a Council-Manager form of government since 1985. The City Manager is appointed solely on the basis of their executive and administrative qualifications by the 9- member elected City Council to function as the Chief Administrative Officer of the City, responsible for the proper administration of all departments of the City placed under the Manager's charge. There are four at- Large City Councilors and five Ward Councilors; in addition, there is an elected Mayor who is the presiding officer at meetings of the City Council and serves as an ex-officio member of the City Council. The Mayor is recognized as the head of the City Government for all ceremonial purposes, but has no administrative duties.

Under the Council-Manager form of government, the Council establishes policies for operations within the City, and it is the Manager's responsibility to ensure these policies are carried out. The City Manager keeps the City Council informed of the ongoing condition of the City, and provides reports and recommendations as requested by the Council. In general, the City Manager supervises all City property and is responsible for the day-to-day business affairs of the City and oversees expenditure of all funds appropriated for City purposes. The City Manager is responsible for fostering sound financial management practices, facilitating strategic planning for future growth and development as well as operational efficiency, and for maintaining the City's overall commitment to providing high quality services to the Community.

The City Manager is an ex-officio, voting member of the City's Planning Board and is a member of the City's Emergency Management Team. According to the City Charter, the City Manager serves as the City's Personnel Director. The City Manager is also assisted by our Human Resource Manager. The HR Manager assists in all HR disciplines and is involved in maintaining a healthy, professional City workforce. Additionally, the City Manager is responsible in coordinating all legal matters with the City's legal counsel, as well as serving in the capacity of the City's Superfund Project Manager.

City Department Heads reporting directly to the City Manager include the Deputy City Manager/Director of Finance & Administration, Director of Public Works & Utilities, Director of Planning and Community Development, Fire Chief and Police Chief. The Manager is also charged with the appointment of the City Clerk, Chief Assessor, Tax Collector, City Engineer and such other officers as are necessary to administer the safe, effective and efficient operation of all City Departments.

The Executive Assistant to the City Manager performs administrative duties to assist the City Manager, and upon approval, may provide assistance to the Mayor and City Council members. In addition to duties typical of an executive assistant, this position plays a vital role in assisting the City in its mission to communicate with residents keeping them informed of City services and information. This includes maintaining the City Website, the local bulletin board on the cable TV government access channel 22, and a monthly E-newsletter.

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## *Office of the City Manager*

### Annual Budget & Capital Improvement Program

In accordance with Article VII of the City Charter, the City Manager submits to the Council on or before the 15th day of March a budget for the ensuing fiscal year. Additionally, the City Manager prepares and submits to the Council a six-year capital program at least three months prior to the final date of submission of the budget. The Capital Improvement Program continues to evolve to show infrastructure projects and programs necessary for continued quality City services in a sustainable strategy over a rolling six-year time frame. The purpose of the CIP is to assist the City Council in preparing well in advance for capital expenditures to meet the future needs of the Community.

Please accept my invitation to stop by my office to share your thoughts on how we might work together in maintaining the City's commitment to providing high quality services to the Somersworth community.

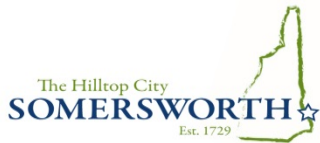
I encourage you to visit our website [www.somersworth.com](http://www.somersworth.com) and while there please consider signing up to receive our City's E-News and E-Notifications regarding emergencies and other timely messages.

Sincerely,

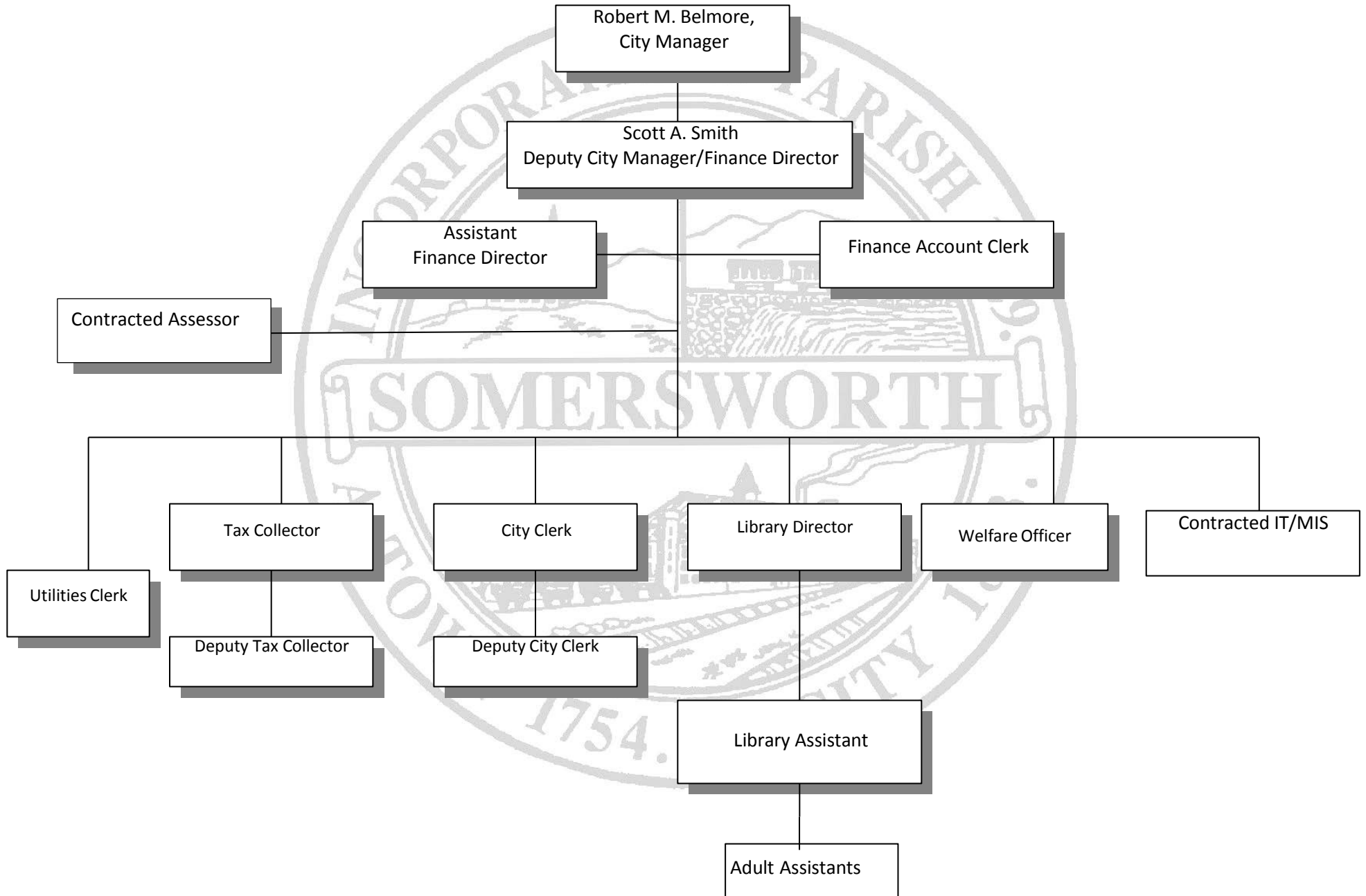
Robert M. Belmore, ICMA-CM  
City Manager

City of Somersworth, NH  
One Government Way  
Somersworth, NH 03878

(603) 692-9503  
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[www.Somersworth.com](http://www.Somersworth.com)



City of Somersworth  
Organizational Chart  
Finance & Administration







## **DEPARTMENT OF FINANCE AND ADMINISTRATION**

### **NEW PROGRAMS/SERVICES FOR FISCAL YEAR 2020:**

- There is a request to increase the part time position in the Library from 12 to 20 hours a week.

*The programs and services of the Department of Finance and Administration generally consist of the following:*

#### **Finance:**

- Prepare monthly and annual financial statements. Coordinate with Independent Auditors to audit and express an opinion on those financial statements.
- Assist in the overall preparation of the City's Budget.
- Manage the City's cash flow and oversee investment of excess funds in accordance with the City's Investment Policy.
- Coordinate the sale of bonds for Capital Improvements, and manage the City's debt program.
- Process Payroll, Accounts Payable, and manage employee benefit program.
- Oversee the City's Information Technology.
- Prepare reports as required by various State and Federal regulatory agencies.

#### **City Clerk:**

- Issues and retains all vital records as required by State Law.
- Issues various permits and licenses as required by State and Local regulations.
- Acts as Clerk of the City Council, posts meeting notices and public hearing notices, prepares agendas, attends and records minutes of City Council meetings.
- Oversee and conduct elections as required by Federal, State, and Local rules and regulations.

**Tax Collector:**

- Bills and collects Municipal and State Property Taxes twice each year.
- Provides automobile registrations.
- Collects municipal utility billings and all other miscellaneous revenues received by City Departments.
- The City Tax Collector also serves as the municipal agent for the NH Department of Safety.

**Human Services/Welfare Office:**

- The Human Services Department administers emergency assistance for residents who are unable to support themselves in a financial crisis such as evictions/foreclosures, homelessness, utility disconnections, food and prescription expenses.
- The Human Services Departments assists and provides referrals to hundreds of individuals and families per year.
- Over 300 individuals and families are assisted financially with their housing costs, utilities, prescriptions and burial expenses.
- Individuals and families are provided with information, referral and support to other community services such as the Community Action Partnership of Strafford County, the Community Food Pantry and local churches.

**Library**

- The proposed budget will support quality library service for the citizens of the City of Somersworth for 40 hours each week. The services include adding 800 new books annually including best sellers, customer requests, and updates of current subjects; providing a 30-title magazine collection with 3 local and regional newspapers; maintaining an audio-visual collection, including films, documentaries, and books on CD; supporting 7 Internet access computers for public use and a wi-fi hotspot available 24/7; presenting 3 weekly children's programs to encourage reading and literacy and holding a monthly 20-member book discussion group. The budget includes funding for membership in the New Hampshire Downloadable Audiobook Consortium; citizens may borrow over 9,000 audiobooks and 12,000 e-books 24/7 with their library card and password and a computer or other electronic device with Internet access.
- The library belongs to nhaisLOCAL, the NH State Library consortium of libraries using open source software called Koha to provide an integrated library system (ILS). The Koha ILS provides borrowers with an online catalog searchable both at the library and anywhere the internet is accessible, and a barcode driven checkout system. Borrowers can access their circulation account from home with their library card number and password to renew and reserve books, make requests, view their checkout history and more. Librarians can connect with patrons to remind them about when books and other items are due and when books become overdue.
- Two full-time and three part-time librarians provide expert service to an average of 600 customers weekly. Reference services range from locating information both online and in the library to giving assistance with computer tasks such as downloading documents and filling in on-line job applications. Librarians direct readers to the latest books that they may wish to read and other books that would interest them based on their reading preferences. The librarians' field an average of 250 questions each week, in-person, by telephone, and by e-mail.

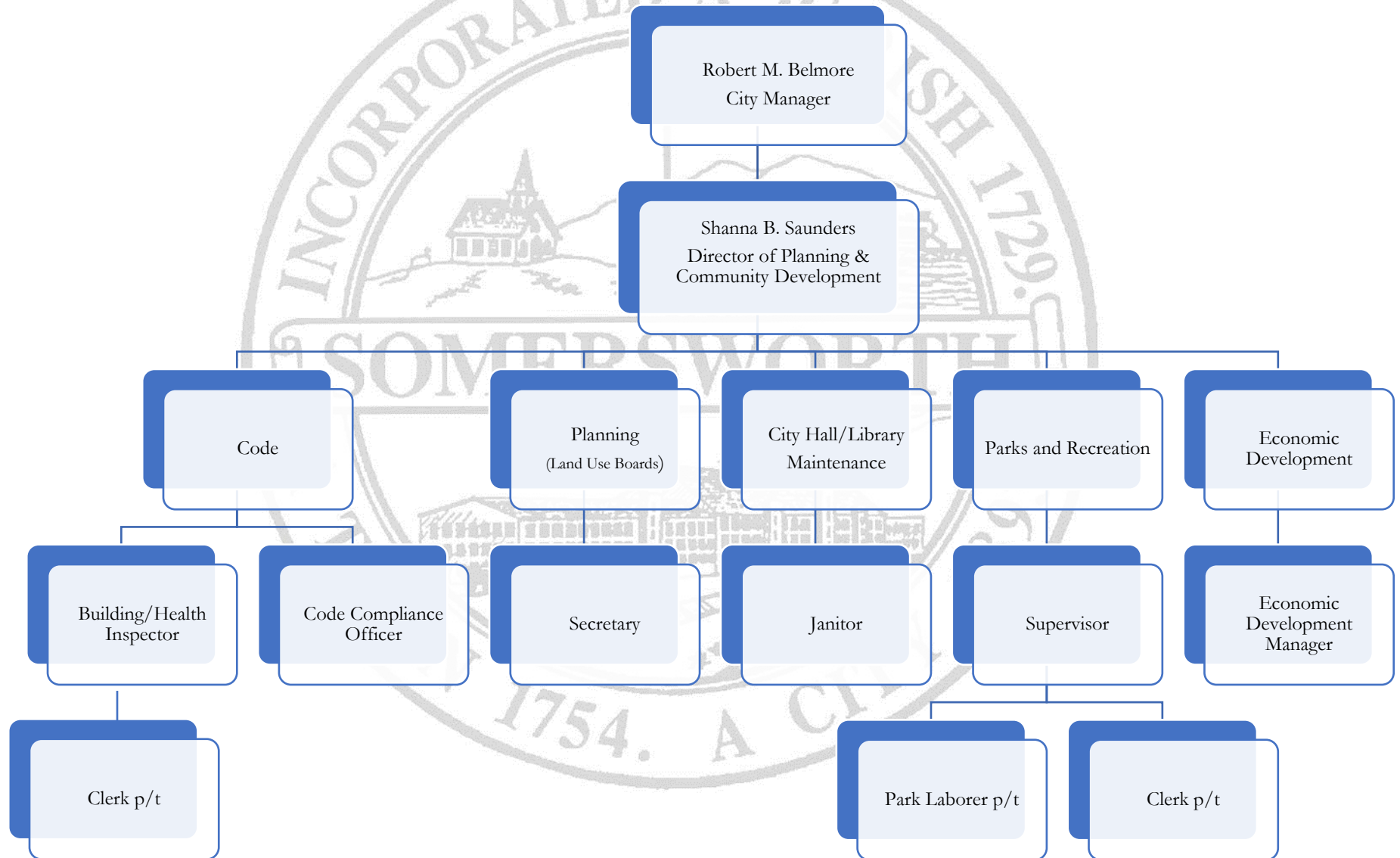
### **Water/Sewer Utility Billing**

- One full-time employee assigned to the billing office.
- The Utility Billing office is responsible for monthly billing of all water and sewer users in the City of Somersworth. Schedules appointment for distribution crew. Records work orders, creates job work billings, and responds to questions on billing and other water matters.
- Provides support to the Tax Collector's office on an as needed basis.
- Provides support to the Department of Public Works and Utilities.

### **Assessing**

- The City's Assessor is a contracted position.
- One full time employee is assigned to the Assessor's Office.
- The Assessing Department is responsible with appraising all property in the City to develop an equitable assessment for all properties in the City.
- Conducts cycled inspections over a 4 year period.
- Conducts city-wide revaluations every 5 years in accordance with State law.

City of Somersworth  
Organizational Chart  
Development Services





## **DEPARTMENT OF DEVELOPMENT SERVICES - 2019**

### **Development Services:**

Development Services includes Economic Development, Planning, Code Enforcement and Recreation. The Department focuses on the growth and development of the City as well as providing excellent customer service and accurate information to the public regarding development and land use. All DDS work items, tasks, priorities and budgets are reviewed with the City Manager's office. The Director of Planning and Community Development is responsible for the overall direction and management of the department.

### **Code Enforcement / Building Inspection:**

The Office of Code Enforcement is responsible for the enforcement of all national building codes, State regulations, and City ordinances. This includes building, plumbing, mechanical, electrical, life safety, and property maintenance codes. The Chief Building Inspector/Health Officer is full time with a full time Code Compliance Officer and a part time Electrical Inspector. This office strives for pro-active enforcement while providing clear information to the public in a positive manner.

### **Planning:**

The Planning Office is responsible for a variety of planning and economic development tasks that include ordinance updates, plan and permit review, meeting with prospective developers/engineers, grant writing and administration, providing staff support to all land use boards, and serving as the main point of contact for individuals seeking information on property, assessments, permits, and land use codes. The Planning Office focuses on providing professional planning services to the City to implement the vision of making the City the ideal place to live, work, and play. The office is staffed with a full time Planning Secretary and the Director of Planning and Community Development.

**Land Use Boards:**

The Planning Board, Zoning Board of Adjustment, Historic District Commission and Conservation Commission are the City's volunteer land use boards. They are staffed by the Director of Planning and Community Development and the Planning Secretary.

Staff is responsible for the organizational components and administrative requirements while providing professional planning expertise in all aspects of Zoning, Master Plan, Subdivision and Site Review Regulations. The Planning Board is responsible for the initial review of the City Manager's proposed Capital Improvement Plan (CIP) and recommendation of the City's CIP to the City Council.

**Economic Development:**

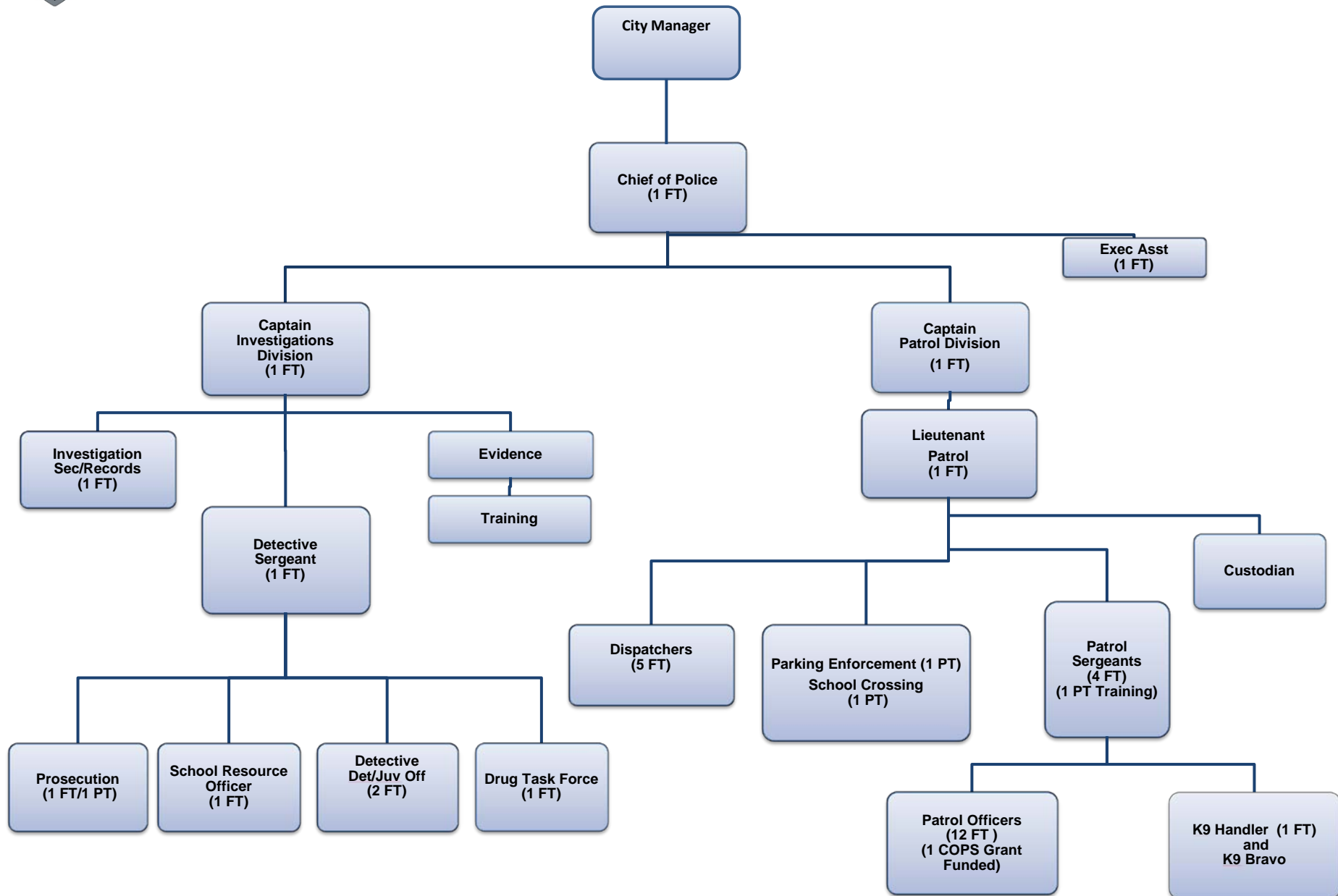
This office has historically consisted of a part time Economic Development Manager (EDM) devoted to economic development and serving the City's residents and business community. This year's budget includes a contract services line item for wayfinding signage for Downtown. The EDM is responsible for creating and implementing the City's economic development efforts. This office focuses on business retention, business relocation and expansion and City marketing and advocacy to serve our citizens. This office actively participates with local, regional, and State-wide economic development organizations with the ultimate goal of improving the City's economic posture and base.

**Parks and Recreation:**

The Recreation Office focuses on the leisure time amenities, activities and programming, for Somersworth residents. This office helps to maintain City's 13 Parks and Recreational Areas. In addition, there exists a wide range of special events and programs for various age groups throughout the year including the Easter Egg-stravaganza Egg Hunt, Flashlight Candy Cane Hunt, Father Daughter Valentine's Day Dance, and the Senior Picnic, and the Senior Tea. This office is staffed with a full time Recreation Supervisor, a part time seasonal clerk, a part time seasonal park maintenance worker, and a dozen or so seasonal camp counselors.



# Somersworth Police Department Current Organization



# Somersworth Police Department



## Manpower:

Sworn Personnel:

27 Full-Time and 1 Part-Time

Non-Sworn:

7 Full-Time and 4 Part-Time

## Calls for Service:

Year:	2014	25,165
	2015	24,669
	2016	20,573
	2017	24,485
	2018	26,234



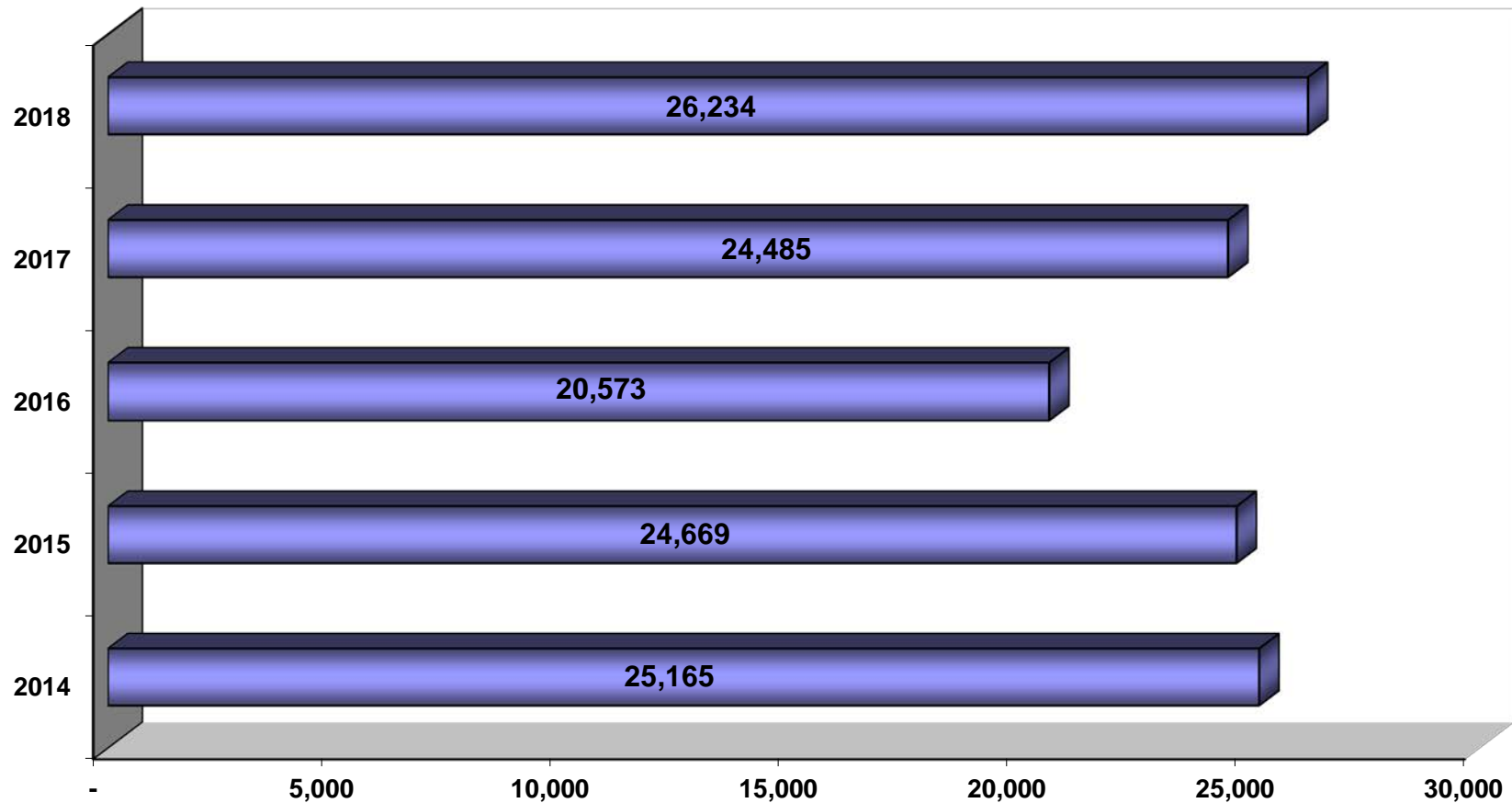


## Somersworth Police Department Statistics

	2014	2015	2016	2017	2018	5 Year Average
Calls for Service	25,165	24,669	20,573	24,485	26,234	24,225
Offenses Committed	2,816	2,670	2,334	2,396	2,201	2,483
Total Felonies	390	393	326	309	365	357
Total Crime Related Incidents	1,263	1,025	960	1,075	969	1,058
Total Non-Crime Related Incidents	2,185	2,020	1,968	1,928	1,928	2,006
Total Arrests (On View)	533	569	510	463	515	518
Total Arrests (Based on Incident/Warrant)	381	351	338	356	280	341
Total Summons Arrests	159	137	113	173	115	139
Total Arrests	1,073	1,057	961	992	910	999
Total P/C's	189	196	188	185	216	195
Total Juvenile Arrests	97	84	68	87	65	80
Total Juvenile Handled (Arrest)	68	53	44	40	34	48
Total Juvenile Referred (Arrest)	29	31	24	47	31	32
Total Open Warrants	27	31	25	23	39	29
Total Restraint Orders	82	78	102	100	101	93
Stolen Property-Value	295,869	274,879	499,591	474,966	323,246	373,710
Stolen Property Recovered Value	64,568	31,141	48,610	85,895	73,364	60,716
Total Motor Vehicle Accidents	435	477	447	443	449	450
Total Motor Vehicle Violations-Civil	5	2	4	1	-	2
Total Motor Vehicle Violations-Warnings	2,602	3,104	2,329	1,919	2,063	2,403
Total Motor Vehicle Violations-Arrests	1,352	1,246	754	550	292	839
Total Parking Tickets	325	496	186	304	1,196	501

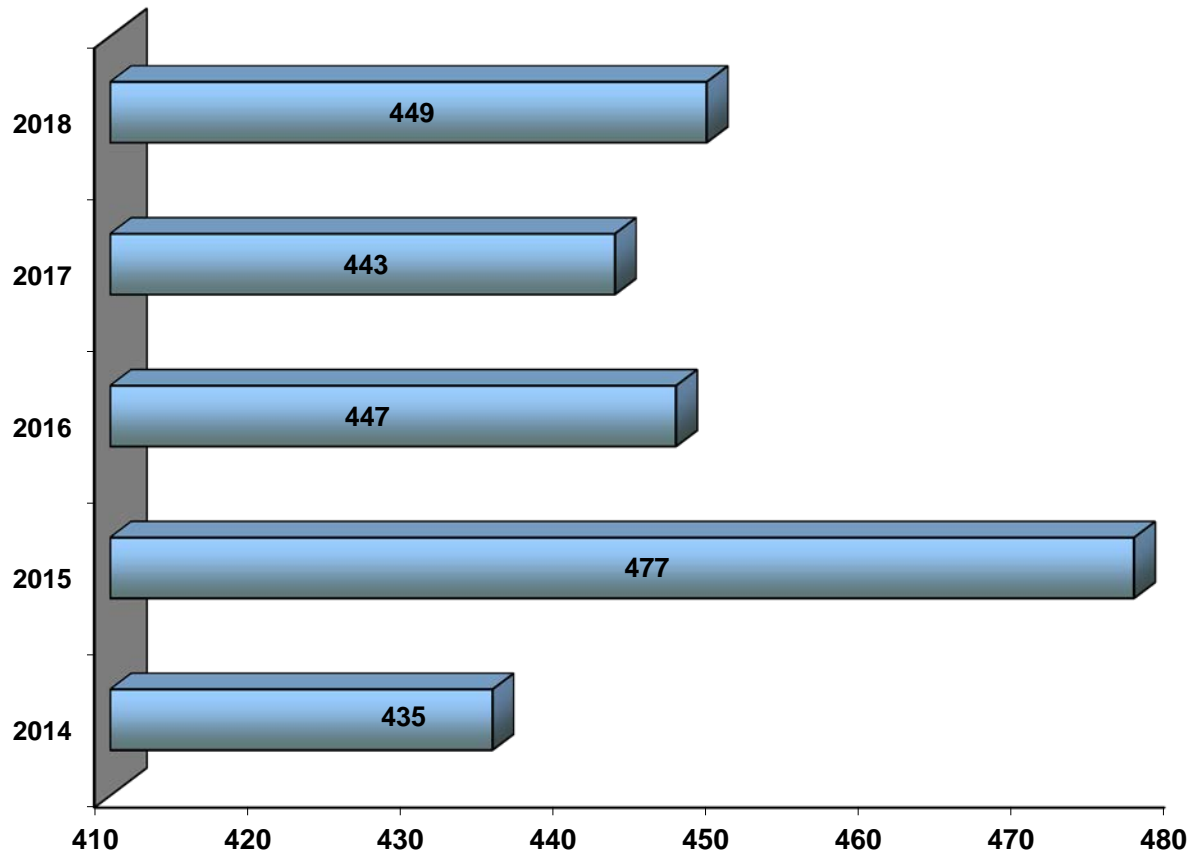


## Somersworth Police Department Calls for Service 5 Year Average = 24,225





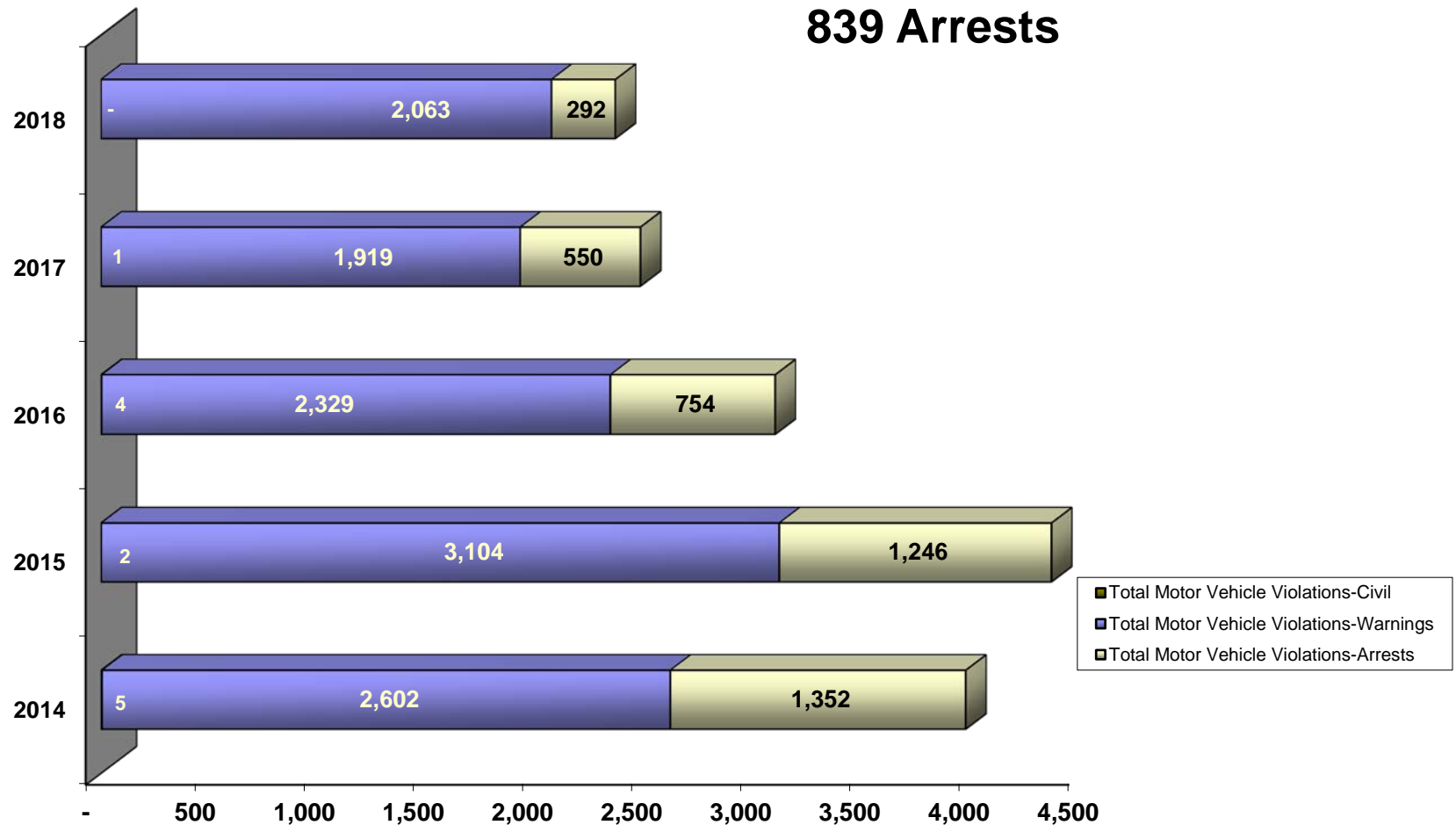
## Somersworth Police Department Total Motor Vehicle Accidents 5 Year Average = 450





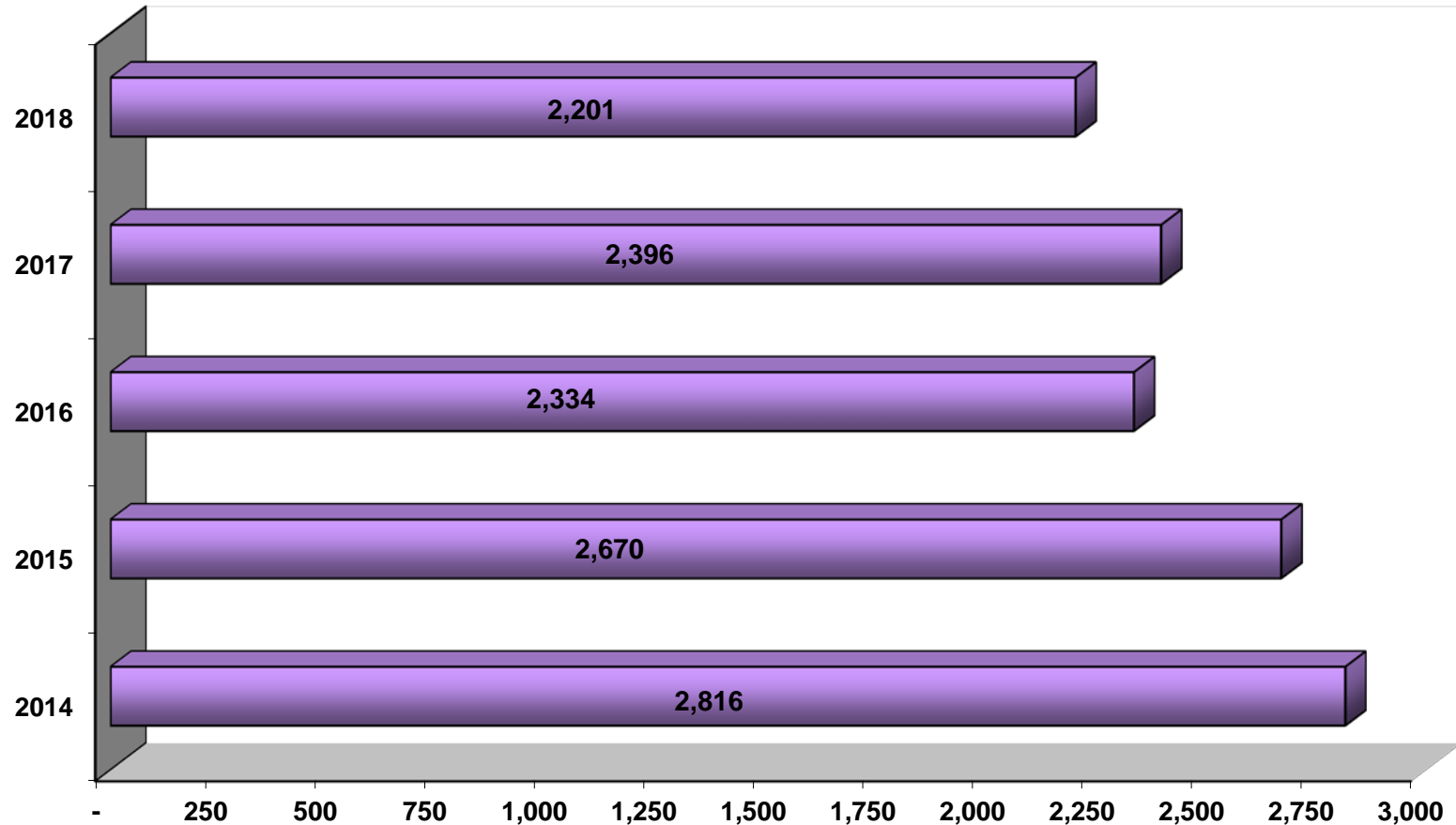
## Somersworth Police Department Motor Vehicle Violations

5 Year Average =      2 Civil  
2,403 Warnings  
839 Arrests



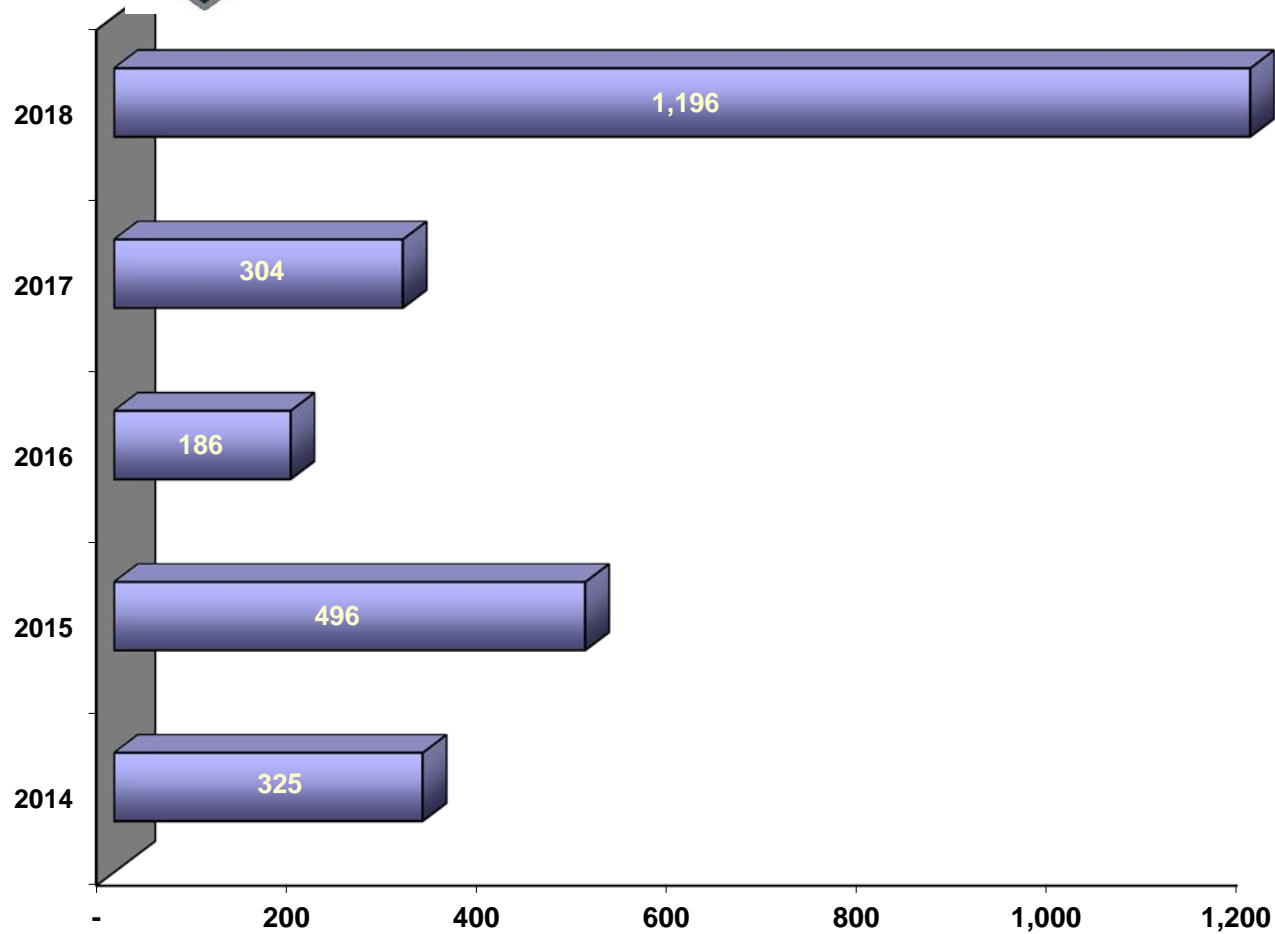


## Somersworth Police Department Total Offenses 5 Year Average = 2,483



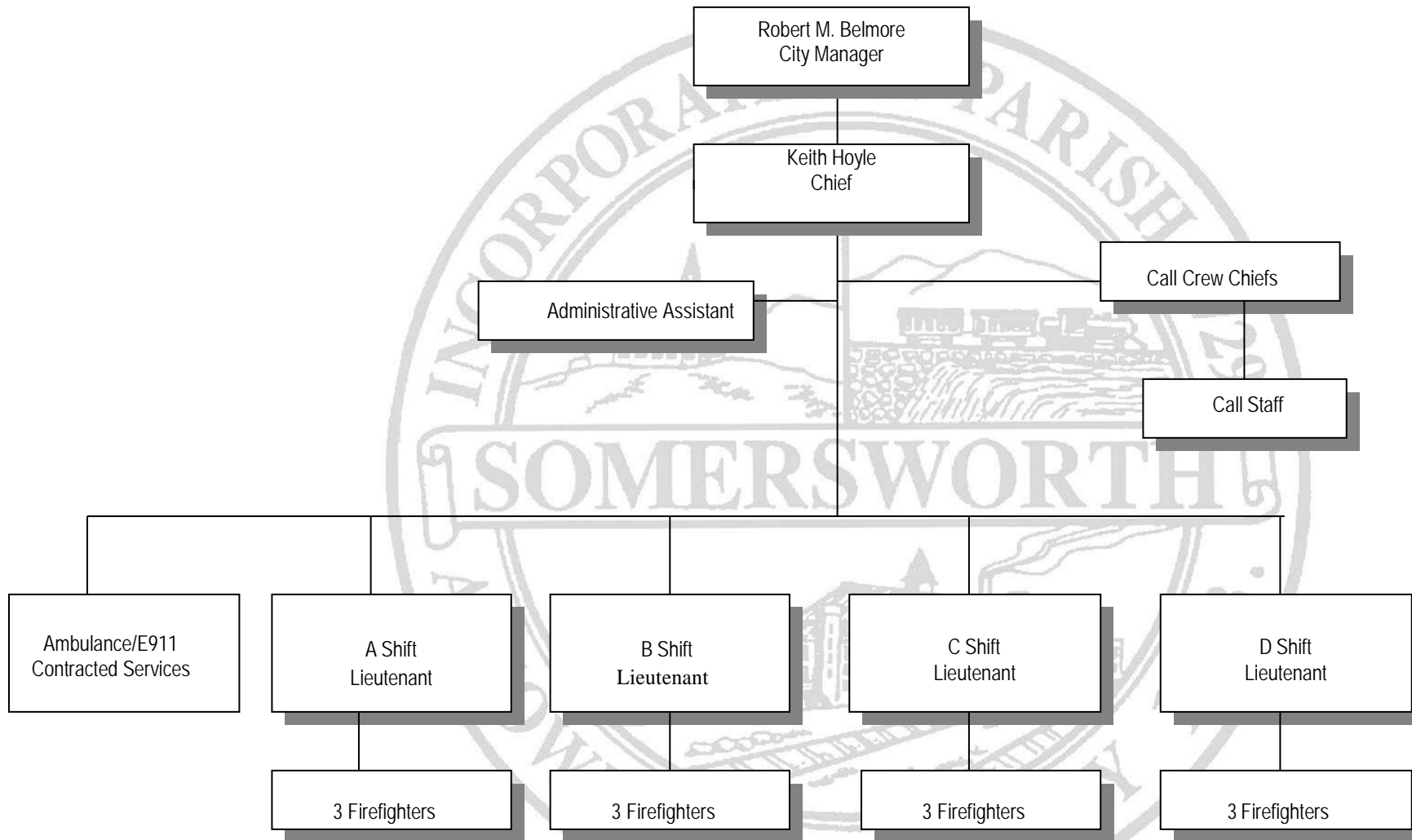


## Somersworth Police Department Total Parking Tickets Issued 5 Year Average = 501



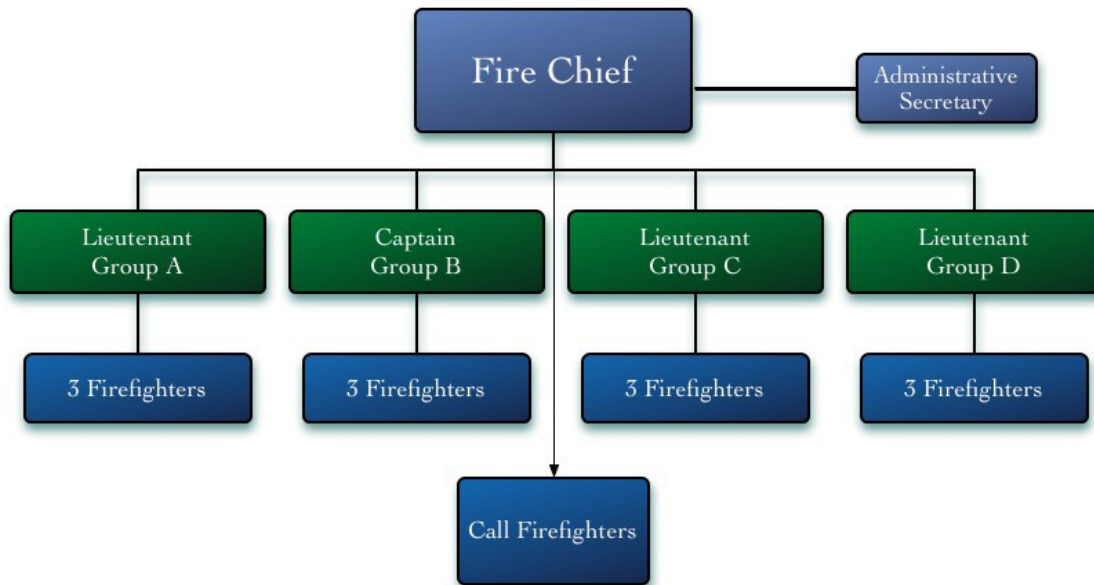
# Organizational Chart

## Fire & Rescue



## SOMERSWORTH FIRE DEPARTMENT

The Somersworth Fire Department is a combination career and on-call public safety agency that provides fire suppression, rescue and emergency medical services. Career personnel include one (1) fire chief/emergency management director, four (4) shift supervisors, twelve (12) firefighters, and one (1) administrative assistant. There are sixteen (16) call firefighters.



Officers and firefighters hold numerous certifications in firefighting, apparatus operations, leadership, specialized rescue and emergency medical services. Fourteen (14) firefighters are certified at the emergency medical technician- basic (EMT-B) level. The fire department provides first responder services to critical emergency medical incidents, such as heart attacks, respiratory distress, strokes, trauma, and motor vehicle crashes with injury or entrapment.

American Ambulance is the city's contracted EMS provider and we accompany them on approximately 40% of all EMS calls – incidents the state deems critical (Level C,D and E calls).

During fiscal year 2018 (July 1, 2017 through June 30, 2018), the Somersworth Fire Department responded to a total of **1,502** emergency incidents. *Responses for FY18 are summarized as follows:*



• Building fire	85
• Outside fire	49
• Automobile fire	1
• Emergency Medical calls	627
• Accidental	426
• False Alarms/ Malfunctions	66
• Hazardous Materials Incidents	40
• Hazardous Conditions	100
• Motor Vehicle Accidents	99

Somersworth is a community that has a number of significant challenges for firefighting and rescue operations. Those challenges include:

- Congested downtown business district, with older structures. The upper floors of most of these buildings are used for multi-family (apartment) occupancies
- Steep road grades in the hilltop area that create difficulties for aerial ladder operation as well as emergency response during icy conditions
- Low-income multi-family occupancies that are not protected with automatic fire sprinklers. Smoke detectors and carbon monoxide detectors are often missing or inoperable in these occupancies. Since most fatal residential fires occur during sleeping hours, the lack of fire detection dramatically increases the risk to building occupants
- Large, older mill buildings
- Large industrial and retail buildings
- Fast-moving water and dams on the Salmon Falls River
- Bulk transport of hazardous materials on the New Hampshire Northcoast rail line

The Insurance Services Office (ISO) has assigned a municipal fire protection rating of “4” (mid-range on a scale of 1 to 10, 1 being the best). The ISO rating is the basis for fire insurance rates for residential and commercial properties, and is the result of an evaluation of the fire department and the city water system. ISO conducted a re-evaluation of the city’s fire protection capabilities in FY13 which resulted in an improved rating over the last time we were evaluated (1998).

Fortunately, most of the newer large commercial buildings (industrial, office and retail) are protected with automatic fire sprinkler systems. The municipal hydrant system provides protection for all built-up areas of the city.

The Somersworth Fire Department participates in the Seacoast Chief Fire Officers Mutual Aid District (SCFOMAD) and the Interstate Emergency Unit (IEU) mutual aid network. Mutual aid is a well-coordinated, long-standing tradition in New Hampshire. It enables communities to share fire, rescue and EMS resources for major incidents or multiple calls. Examples of mutual aid resources that are available to Somersworth include:

- Firefighting teams and apparatus, including rapid intervention team (RIT)
- Statewide firefighting task forces
- Incident command support
- Specialized communications unit
- Compressed air unit (for re-filling self-contained breathing apparatus)
- Urban search and rescue
- Wilderness search and rescue
- Confined space rescue
- Hazardous materials team
- Dive team
- Mass casualty incident response
- Helicopter medical evacuation
- Disaster sheltering

Although the fire department provides “first responder” emergency medical care to the citizens of Somersworth, advanced life support care (paramedic) and ambulance transport services are provided under contract by American Ambulance.

### **Apparatus**

Fire department apparatus is designed and equipped to handle a wide variety of fire, rescue and EMS incidents.

Engine 2	1995 Central States 1250 gpm pumper, 1000 gal. tank
Engine 3	2008 Toyne 1500 gpm pumper, 1000 gal. tank
Engine 4	2014 Toyne 1500 gpm pumper, 1000 gal. tank
Truck 1	2006 Smeal 105 ft. aerial ladder, 2000 gpm pump, 300 gal. tank
Forestry 1	1988 Military Humvee with forestry skid unit and snow plow
Air 1	1988 Chevrolet cargo van (owned by Community Mutual Aid)
Car 1	2013 Chevrolet Tahoe
Car 2	2007 Chevrolet Impala
Utility 1	2005 Ford F350 4wd pick-up

The department has a 10hp 14 ft. aluminum boat with trailer for water rescue. We host a regional trailer that is equipped for public health mass immunization events.

Last year we obtained a \$250,000 grant from FEMA to replace the 1988 air van with a new unit that also will provide for firefighter rehabilitation on the scene of an incident. There is no other such vehicle in New Hampshire, we were advised.

### **Fire Prevention and Community Outreach**

Fire prevention is a critical mission of the Somersworth Fire Department. On-duty personnel conduct certificate of occupancy inspections in all new and renovated commercial buildings and conduct inspections when hazard complaints are received.

The department works closely with Development Services and Planning personnel and participates in the city’s Site Review Technical Committee. It is anticipated that fire safety inspection activities will be expanded in the coming months with the implementation of a comprehensive fire pre-planning effort.

The department reviews and issues a variety of permits, including fireworks, open burning, place of assembly permits and oil burner permits. The fire chief also serves as the city forest fire warden (appointed by the NH Division of Forests and Lands).

During October of each year, the department hosts pre-school and elementary school classes for fire safety presentations and equipment demonstrations in conjunction with Fire Prevention Week. We also sponsor a one-day "Open House" at the fire station during Fire Prevention Week highlighting public safety venues. Firefighters participate in safety fairs that are sponsored by retailers such as Home Depot and WalMart. Members of the department are also available to speak to community groups and associations upon request. The Department participates in the annual Senior Picnic and National Night Out. Local 2320 of the International Association of Fire Fighters (IAFF) sponsors the Somersworth Firefighters Toy Bank, which served close to 500 children in the city last year.

The fire department participates in the city Joint Loss Management Committee, the Site Review Technical Committee, E-911 Review Committee, and the Traffic Safety Committee.

There were 727 Permits and inspections conducted during the year by the on-duty personnel.

### **Emergency Management**

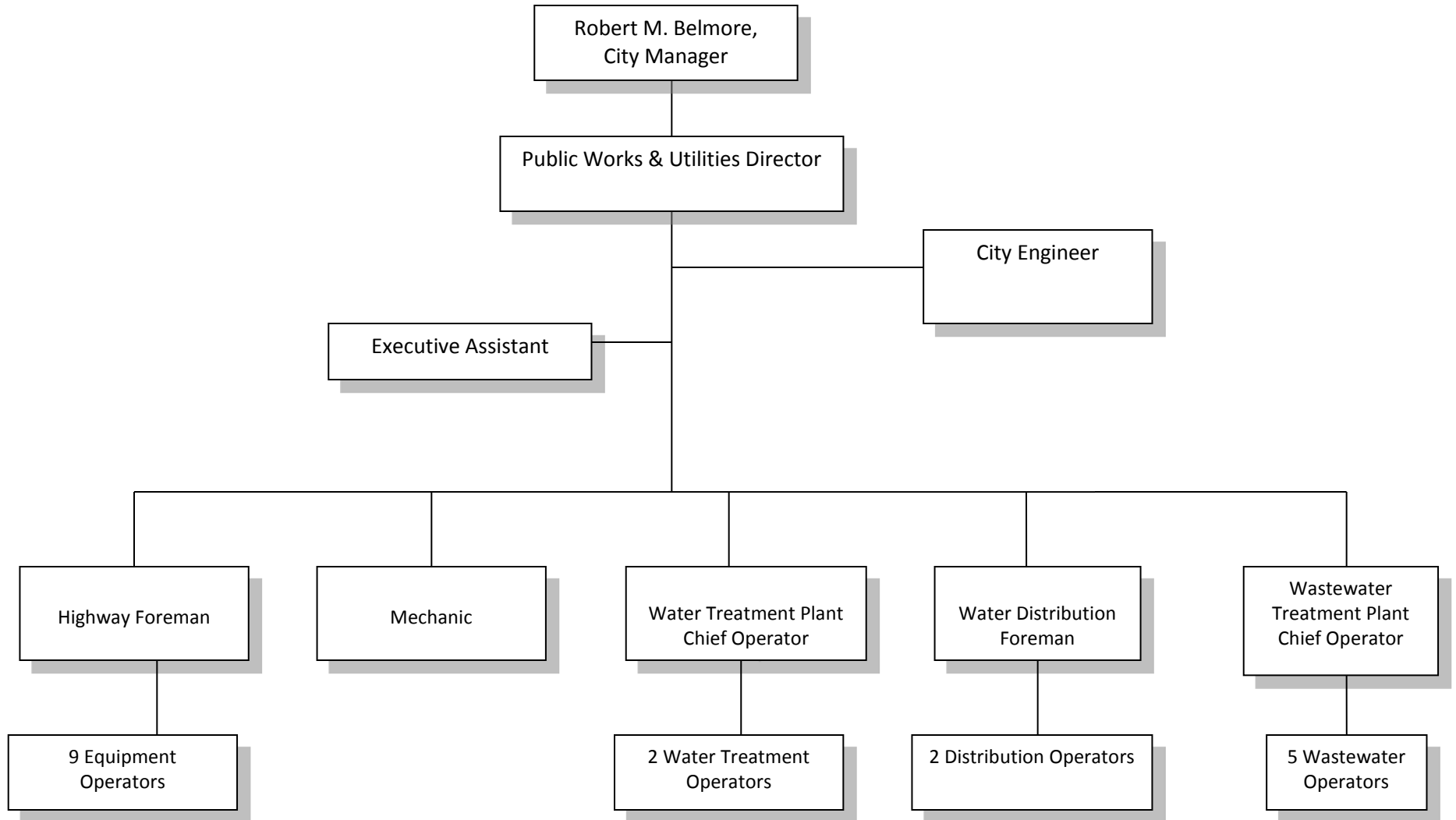
The fire chief serves as the city's Emergency Management Director and is responsible for coordinating all emergency preparedness and disaster response activities. The city's emergency operations plan (EOP) was updated in 2013; the hazard mitigation plan was updated in 2016 in conjunction with Strafford County and the state Homeland Security/Emergency Management Division. Last year we obtained a grant from NH Homeland Security and Emergency Management to devise a Continuity of Operations Plan so that local government can continue even after the infrastructure was damaged or destroyed in a natural or man-made disaster.

The fire department collaborates with Ready Strafford, the Health and Safety organization under contract with Strafford County to prepare for public health crises and pandemic events. Through a federal grant, the County purchased a large, enclosed storage trailer for the supplies and equipment needed to establish a regional mass immunization center at the Idlehurst Elementary School, which also serves as the city's Shelter during times of natural or man-made disasters. The trailer is housed and maintained at the Somersworth fire station.

### **In Conclusion**

The dedicated men and women of the Somersworth Fire Department are extremely proud of the level of fire protection and rescue services that they provide to the community, 24-hours per day, 365 days per year. The public is cordially invited to visit the fire station for a tour and more details concerning department operations.

City of Somersworth  
Organizational Chart  
Public Works & Utilities



## **Department of Public Works and Utilities**

### **City Government**

The Department of Public Works & Utilities is comprised of: the Divisions of Highway, Solid Waste and Recycling, Water Treatment Storage, Water Distribution, Wastewater, and Office of City Engineering. Mowing functions for Parks, Cemeteries, and Open Space are in the Buildings and Grounds Budget which funds contracted landscape services operations. Street lighting and traffic signal system expenses are accounted for as a separate budget in the Department.

### **Highway**

The Division is staffed by ten (10) full-time, year-round employees, two winter seasonals and a spring-summer seasonal full-time employee. The Division operates 34 vehicles and pieces of rolling stock equipment, and is responsible for providing repair and maintenance services to approximately 60 City vehicles. There are approximately 59 miles of roadway, 29 miles of drain lines and appurtenances, and 41 miles of sewer main, in the city for which this division is responsible. The Highway Division coordinates mowing and landscape services at various public spaces, including parks, traffic islands, downtown landscaped areas and residential cul-de-sac. The mowing of parks, open spaces and the Forest Glade Cemetery is accomplished under contract services; the Division also maintains the City's stormwater and sewer collection system.

### **Water Treatment and Water Distribution**

The Division is staffed by six (6) full-time, year-round employees with a range of water treatment and water distribution experiences.

#### **Water Treatment**

The treatment plant technology is state of the art as a result of the completion of a significant upgrade to the plant in 2007-08. To ensure that the water obtained from the Salmon Falls River meets the requirements of the Safe Drinking Water Act and New Hampshire State Regulation, the City purchases quantities of chemicals to perform such process elements as pH adjustment, coagulation of particles in preparation for filtration, corrosion control, and to control the precipitation of dissolved metals into the system. For the current fiscal year, approximately \$200,000 has been budgeted for these process chemicals. Water Storage is provided by the Noble Pines and Rocky Hill Road water storage tanks and allows for total storage capacity of 2 million gallons. Treated water is pumped directly into the distribution system from the Water Treatment Plant.

### Water Distribution

The Division responsibilities include operations of the City's arterial loop drinking water distribution system. The system consists of approximately 72 miles of piping ranging in size from 2" to 16" in diameter and has approximately 415 public and private hydrants and over 3,500 metered water metered services. In addition, water distribution personnel provide maintenance responses to non-emergency and emergency maintenance and repairs, customer services requests, contractor assistances and inspections. The Operations also provides for 24 hour emergency coverage throughout the year.

### **Waste Water**

The Division is staffed by six (6) full-time, year-round employees. The Division operates and maintains two vehicles and two pieces of equipment dedicated to the operations and maintenance of the Wastewater Treatment Plant and 4 pump stations, as well as conducting inspections of industrial users and others wastewater related efforts.

The wastewater treatment plant was constructed and first went on line in 1973 and represents a multi-million dollar asset to the City. The plant underwent a significant process upgrade in the early part of the last decade to comply with the terms of a National Pollutant Discharge Elimination System (NPDES) permit that was issued on November 28, 2000. Plant improvements are needed to meet current and future needs and with design specs currently underway, the Wastewater Treatment Plant is rated for 2.4 million gallons per day (MGD) and utilizes an activated sludge system for biological nutrient removal. An evaluation and design for future improvements to meet community growth needs was completed in 2018; final design is currently with plant improvements planned for construction in 2019 at a cost of approximately \$12.5 million.

### **Solid Waste and Recycling/Bulky Waste Services**

Residential curbside collection of solid waste and recycling is provided under a contract with Waste Management. The City operates with a pay per bag system and the Department administers the program including warehousing, ordering and distributing the bags to participating retail outlets. Residential curbside recycling is provided under contract as well.

The Public Works Department serves as liaison between the residents and the contractor that removes household trash and recyclables. The Department maintains a Bulky Waste System that is partly user-paid through the sale of bulky stickers. The Department manages customer service inquiries about the program as well. Annual tonnage varies but we collect an average of 2,200 tons of solid waste and approximately 780 tons of recycling.

The Department also supports several community clean up events at parks and open spaces including during the annual Spirit up Day and corporate volunteer programs.

**Office of Engineering –Full-Time City Engineer**

The Division is comprised of one (1) full time engineer who is responsible for the maintenance of records concerning the overall infrastructure of the City of Somersworth and the development and management of new projects to ensure that the infrastructure is maintained. The City Engineer also reviews development that comes into the city to ensure that the development is compatible with the existing infrastructure and our water and sewer treatment plants, and traffic control systems are capable of handling related growth. The City Engineer is involved with the following: capital improvements plans and project budgeting, project management as assigned, technical planning review, stormwater permit management, issuance of driveway, obstruction and trench opening permits as needed.

Liaison between the Public Works Department and the Department of Development Services exists to ensure that the decisions made by the Planning Board are compatible with the overall infrastructure needs of the City.

**Cemeteries**

The Department of Public Works provides ground maintenance and security in addition to maintenance oversight for Forest Glade and Horne Cemeteries which are owned by the city. Cemetery grounds maintenance services are contracted out to a local landscape contractor who provides seasonal mowing services under the Department supervision. The oversight for the Department of Public Works' efforts is provided by the Cemetery Trustees, who are appointed by the Mayor.

**Contact Information:**

Michael J. Bobinsky, Director of Public Works and Utilities; email:

[mbobinsky@somersworth.com](mailto:mbobinsky@somersworth.com)

Jennifer D. Gosselin, Executive Assistant; email: [jgosselin@somersworth.com](mailto:jgosselin@somersworth.com)

Telephone: 603-692-4266



## General Fund Revenue Estimates

	FY 18-19	FY 19-20
<b>TAXES</b>		
LOCAL PROPERTY TAXES	26,388,286	27,009,001
STATE PROPERTY TAXES	1,898,957	1,966,887
INTEREST AND PENALTIES	280,000	280,000
	<b>28,567,243</b>	<b>29,255,888</b>
<b>LICENSES, PERMITS, AND FEES</b>		
MOTOR VEHICLE PERMITS AND FEES	1,675,000	1,675,000
BUSINESS LICENSES, PERMITS, AND FEES	125,625	125,625
	<b>1,800,625</b>	<b>1,800,625</b>
<b>INTERGOVERNMENTAL</b>		
<b><u>CITY:</u></b>		
HIGHWAY BLOCK GRANT	233,639	233,639
MEALS & ROOMS TAX DISTRIBUTION	602,123	602,123
PAYMENT IN LIEU OF TAXES	148,323	148,323
OTHER	924	924
<b>SUBTOTAL CITY INTERGOVERNMENTAL</b>	<b>985,009</b>	<b>985,009</b>
<b><u>SCHOOL:</u></b>		
STATE ADEQUACY GRANT	7,470,238	7,237,372
MEDICAID REIMBURSEMENT	225,000	225,000
KINDERGARTEN AID	126,140	126,140
BUILDING AID	654,048	551,594
CATASTROPHIC VOCATIONAL AID	162,000	162,000
VOCATIONAL AID	18,000	18,000
TUITION	132,912	31,559
MISCELLANEOUS SCHOOL	4,000	4,000
<b>SUBTOTAL SCHOOL INTERGOVERNMENTAL</b>	<b>8,792,338</b>	<b>8,355,665</b>
<b>TOTAL INTERGOVERNMENTAL</b>	<b>9,777,347</b>	<b>9,340,674</b>





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## General Fund Revenue Estimates

	FY 18-19	FY 19-20
<b>OTHER REVENUE</b>		
INTEREST ON INVESTMENTS	75,000	105,000
INCOME FROM DEPARTMENTS	486,063	524,413
SALE OF CITY PROPERTY	25,000	25,000
LEASE PAYMENTS	104,750	104,750
HYDRO LEASE	35,000	35,000
	<b>725,813</b>	<b>794,163</b>
<b>OTHER FINANCING SOURCES</b>		
Transfer in - Special Revenue Funds	16,644	0
USE OF FUND BALANCE - REDUCE TAXES	800,000	800,000
	<b>816,644</b>	<b>800,000</b>
<b>TOTAL</b>	<b>41,687,672</b>	<b>41,991,350</b>
<b>INCREASE IN REVENUES FROM PREVIOUS YEAR</b>		<b>303,678</b>
<b>PERCENTAGE OF INCREASE IN REVENUES</b>		<b>0.73%</b>




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**400 ELECTED LEADERSHIP**

**100 MAYOR-COUNCIL**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
40101	Mayor Salary	2,106	2,106	2,106
40102	Council Salaries	9,477	9,477	9,477
40103	School Board Salaries	9,477	9,477	9,477
41700	Fica/Medicare	1,577	1,611	1,611
41775	Workers Comp Insurance	41	54	54
43000	Travel/Training	100	500	500
44101	Office Supplies	843	1,000	1,000
44150	Period & Forms	0	200	200
44500	Postage	75	500	500
45000	Association Dues	0	3,481	3,481
44901	Miscellaneous Supplies	506	0	0

<i>Mayor-Council</i>	<b>24,201</b>	<b>28,406</b>	<b>28,406</b>
<i>Difference From Previous Budget</i>			<b>0</b>
<i>Percentage Difference From Previous Budget</i>			<b>0.00%</b>




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**400 ELECTED LEADERSHIP**

**100 MAYOR-COUNCIL**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>19-20 PROPOSED</b></i>	<i><b>Detail</b></i>
40101	Mayor Salary	2,106	Amount defined by Charter
40102	Council Salaries	9,477	Per City Charter - \$1,053 per year
40103	School Board Salaries	9,477	Per City Charter - \$1,053 per year
41700	Fica/Medicare	1,611	\$21,606 X 7.65%
41775	Workers Comp Insurance	54	Insurance
43000	Travel/Training	500	Mileage/Training Reimbursement
44101	Office Supplies	1,000	General Office Supplies
44150	Period & Forms	200	Printing of forms, subscriptions
45000	Association Dues	3,481	US Conference of Mayors \$1,992, National League of Cities \$1,489
44500	Postage	500	Postage

*Mayor-Council*

**28,406**




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**400 ELECTED LEADERSHIP**

**110 CIVIC PROMOTIONS**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
45410	Decorations/Banners	2,299	5,000	5,000
45411	Memorial Day	0	800	800
45416	Employee Appreciation	804	1,000	1,000
45417	Boards Appreciation Dinner	1,409	1,500	1,750
45418	125th Anniversary Celebration	2,005	5,000	0
45419	Christmas Parade	3,100	3,500	4,000

*Civic Promotions* **9,618** **16,800** **12,550**

*Difference From Previous Budget* -4,250

*Percentage Difference From Previous Budget* -25.30%




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**400 ELECTED LEADERSHIP**

**110 CIVIC PROMOTIONS**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>19-20 PROPOSED</b></i>	<i><b>Detail</b></i>
45410	Decorations/Banners	5,000	<b>Decorations/Banners and associated costs.</b>
45411	Memorial Day	800	<b>Support for Memorial Day - American Legion</b>
45416	Employee Appreciation	1,000	<b>Recognition for Employees</b>
45417	Boards Appreciation Dinner	1,750	<b>Recognition dinner for Volunteer Boards and Committees</b>
45419	Christmas Parade	4,000	<b>Support of annual Holiday Parade</b>

***12,550***



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 400 ELECTED LEADERSHIP

#### 111 COMMUNITY SUPPORT

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
45472	Coast Bus Service	57,981	75,280	75,280
45473	Big Brothers Big Sisters	1,500	1,500	1,500
45474	Community Food Pantry	2,000	2,500	2,500
45475	Haven	2,000	2,000	2,000
45478	Cornerstone VNA	7,500	5,000	5,000
45479	Somersworth Youth Connection	3,000	5,000	5,000
45482	Community Action Program	4,000	4,000	4,000
45483	Festival Association	5,000	5,000	5,000
45484	Homemakers	7,200	0	0
45490	Crossroads House	0	1,000	1,000
45492	AIDS Response	0	500	500

<i>Community Support</i>	<b>90,181</b>	<b>101,780</b>	<b>101,780</b>
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%

<i>Total Elected Leadership</i>	<b>123,999</b>	<b>146,986</b>	<b>142,736</b>
<i>Difference From Previous Budget</i>			-4,250
<i>Percentage Difference From Previous Budget</i>			-2.89%



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 400 ELECTED LEADERSHIP

#### 111 COMMUNITY SUPPORT

ACCT NUMBER	DESCRIPTION	19-20 PROPOSED	Detail
45472	Coast Bus Service	75,280	Request = \$ 98,809
45473	Big Brothers Big Sisters	1,500	Request = \$ 1,500
45474	Community Food Pantry	2,500	Request = \$ 2,500
45475	Haven	2,000	Request = \$ 2,500
45478	Cornerstone VNA	5,000	Request = \$ 9,500
45479	Somersworth Youth Connection	5,000	Request = \$ 5,000
45482	Community Action Program	4,000	Request = \$ 5,000
45483	Festival Association	5,000	Request = \$ 5,000
45484	Homemakers	0	Request = \$ 8,500
45490	Crossroads House	1,000	Request = \$ 2,000
45492	AIDS Response	500	Request = \$ 500
	Totals	101,780	Total Request = \$ 140,809

#### New Requests for Fiscal Year 2020

Somersworth Farm to School	0	Request = \$500
Homeless Center for Strafford County	0	Request = \$10,000
Lydia's House of Hope	0	Request = \$7,500
Totals - New requests	0	Total Requests = \$18,000

Amounts listed in the detail column is the amount requested by the agency.



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 401 CITY MANAGEMENT

#### 120 CITY MANAGER

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	237,416	237,194	243,171
41100	Health/Dental Ins	70,480	67,477	63,786
41200	Life & Disability	4,482	4,579	4,547
41700	Fica/Medicare	17,827	18,145	18,603
41750	Unemploy Insurance	194	190	160
41775	Workers Comp Insurance	367	416	428
41780	State Retirement	31,480	31,835	32,076
43000	Travel/Training	3,600	4,100	4,100
44101	Office Supplies	801	750	950
44102	Computer Supplies	0	250	250
44150	Period & Forms	43	200	100
44406	Vehicle Allowance	5,400	5,400	6,600
44500	Postage	288	300	300
45500	Association Dues	1,148	1,200	1,300

<i>City Manager</i>	<b>373,526</b>	<b>372,036</b>	<b>376,371</b>
<i>Difference From Previous Budget</i>			4,335
<i>Percentage Difference From Previous Budget</i>			1.17%






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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**


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**401 CITY MANAGEMENT**
**120 CITY MANAGER**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
40200	Full Time Salaries	243,171	City Manager \$122,848 Exec Assistant 50,363 HR Manager 69,960
41100	Health/Dental Ins	63,786	3 Full Time employees
41200	Life & Disability	4,547	3 Full Time employees
41700	Fica/Medicare	18,603	Salary (\$243,171) X 7.65%
41750	Unemploy Insurance	160	3 Full Time employees
41775	Workers Comp Insurance	428	PRIMEX Insurance
41780	State Retirement	32,076	Salary (\$243,171) X 11.17% plus CM 457 Plan at 4%
43000	Travel/Training	4,100	Conferences/Training, Travel for City Manager and HR Manager and other expenses, HR Manager Certification(s)
44101	Office Supplies	950	General Office Supplies
44102	Computer Supplies	250	Toner. Ink, etc.
44150	Period & Forms	100	Letterhead, forms, etc.
44406	Vehicle Allowance	6,600	Monthly vehicle allowance
44500	Postage	300	Postage
45500	Association Dues	1,300	ICMA, State Manager's Association, SHRM, SHRA, for City Manager and HR Manager

**376,371**



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 401 CITY MANAGEMENT

#### 121 ADMINISTRATION

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
45100	City Attorney/Legal Services	29,284	40,000	45,000
45101	Litigation	5,632	10,000	10,000
45200	Account & Audit	16,786	22,500	17,500
45440	Newsletter	0	500	250
45500	Association Dues	9,282	9,282	9,750
45800	Printing	0	200	100
45900	Miscellaneous Services	1,545	3,500	3,500
45901	Advertising	71	400	300
45907	Safety/Risk Management	0	300	300
45908	Consultant	0	5,000	5,000
45909	Internet/Web Site	2,373	4,500	4,500
46100	Building Ins	13,450	14,687	13,500
46200	Professional Insurance	410	410	410
47100	Computer Supply/Maint	2,518	2,500	2,500
<i>Administration</i>		<b>81,351</b>	<b>113,779</b>	<b>112,610</b>
<i>Difference From Previous Budget</i>				-1,169
<i>Percentage Difference From Previous Budget</i>				-1.03%
<i>Total City Management</i>		<b>454,877</b>	<b>485,815</b>	<b>488,981</b>
<i>Difference From Previous Budget</i>				3,166
<i>Percentage Difference From Previous Budget</i>				0.65%




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## GENERAL FUND FY2019-2020 PROPOSED BUDGET

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### 401 CITY MANAGEMENT

#### 121 ADMINISTRATION

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
45100	City Attorney/Legal Services	45,000	City Atty. services; labor relations atty.; special counsel as needed
45101	Litigation	10,000	Litigation - Court action expenses
45200	Account & Audit	17,500	Annual auditing Services
45440	Newsletter	250	Printing of community newsletter
45500	Association Dues	9,750	Annual City membership dues - New Hampshire Municipal Association
45800	Printing	100	Various printing for the City.
45900	Miscellaneous Services	3,500	Other programs, events, etc.
45901	Advertising	300	Legal notices and employment advertisements
45907	Safety/Risk Management	300	Funding for Joint Loss Mgmt. Com & associated costs.
45908	Consultant	5,000	Miscellaneous projects, etc.
45909	Internet/Web Site	4,500	Website hosting contract (Annual Hosting Fees \$2,200), Other Internet/Website improvements as needed
46100	Building Ins	13,500	PRIMEX
46200	Professional Insurance	410	PRIMEX
47100	Computer Supply/Maint	2,500	Hardware Maintenance/Repair/Replacement

**112,610**



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 300 FINANCE DEPARTMENT

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	190,486	215,123	223,600
41100	Health/Dental Ins	51,512	60,093	49,775
41200	Life & Disability	2,468	3,089	3,096
41500	Retirees Life Insurance	534	534	646
41700	Fica/Medicare	14,091	16,457	17,105
41750	Unemploy Insurance	276	270	160
41775	Workers Comp Insurance	326	435	402
41780	State Retirement	21,070	24,481	24,976
43000	Travel/Training	987	2,000	2,500
44101	Office Supplies	1,800	1,500	1,800
44150	Period & Forms	955	1,000	1,000
44500	Postage	1,975	2,500	2,500
45500	Association Dues	322	460	495
45800	Printing	394	500	400
45901	Adverstising	737	0	0
45905	IT Consultant	22,576	25,000	25,000
46200	Professional Insurance	2,830	2,830	2,830
47100	Computer Supply/Maint	1,032	1,000	1,000
47200	Office Machine/Software Maint	7,500	7,500	11,500

*Finance Department* **321,871** **364,772** **368,785**

*Difference From Previous Budget* **4,013**

*Percentage Difference From Previous Budget* **1.10%**



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 300 FINANCE DEPARTMENT

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
40200	Full Time Salaries	223,600	Dep. CM/Fin Dir. \$105,057 Asst.Fin Dir. 74,263 Fin Clerk 44,280
41100	Health/Dental Ins	49,775	3 Full time employees
41200	Life & Disability	3,096	3 Full Time employees
41500	Retirees Life Insurance	646	Retiree Life Insurance
41700	Fica/Medicare	17,105	Salary (\$223,600) X 7.65%
41750	Unemploy Insurance	160	PRIMEX
41775	Workers Comp Insurance	402	PRIMEX
41780	State Retirement	24,976	Salary (\$223,600) X 11.17%
43000	Travel/Training	2,500	GFOA, NHGFOA conferences, other training for 3 staff in the finance department
44101	Office Supplies	1,800	General Office supplies.
44150	Period & Forms	1,000	Checks, envelopes, letterhead.
44500	Postage	2,500	Postage for Mailing
45500	Association Dues	495	GFOA, NHGFOA dues. Finance Director and Asst. Finance Dir. NHGFOA AP/Payroll Clerk
45800	Printing	400	Printing supplies for annual budget.
45905	IT Consultant	25,000	IT Consultant - Combination of on-site support and remote monitoring with BackBay Networks
46200	Professional Insurance	2,830	PRIMEX
47100	Computer Supply/Maint	1,000	Computers - Parts and Maintenance
47200	Office Machine/Software Maint	11,500	Tyler Tech \$7,500 Off-Site Storage/Back up 4,000
		<b>368,785</b>	



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 310 CITY CLERK

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	89,392	91,055	96,873
41100	Health/Dental Ins	17,465	16,543	16,703
41200	Life & Disability	1,436	1,524	1,459
41500	Retirees Life Insurance	534	534	534
41700	Fica/Medicare	7,018	7,348	7,793
41750	Unemploy Insurance	163	160	106
41775	Workers Comp Insurance	173	231	167
41780	State Retirement	10,173	10,362	10,820
43000	Travel/Training	835	1,000	1,250
44101	Office Supplies	698	525	700
44500	Postage	1,315	850	850
45500	Association Dues	20	0	60
45800	Printing	1,614	1,500	1,500
45901	Advertising	1,510	2,500	2,500
45911	Restoration of Vital Records	0	1,500	0
46200	Professional Insurance	510	510	510
47100	Computer Supply/Maint	1,800	1,800	3,000
47200	Office Machine/Software Maint	0	500	500

<i>City Clerk</i>	<b>134,658</b>	<b>138,442</b>	<b>145,325</b>
<i>Difference From Previous Budget</i>			6,883
<i>Percentage Difference From Previous Budget</i>			4.97%



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 310 CITY CLERK

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
40200	Full Time Salaries	96,873	City Clerk \$ 55,195 Dep.City Clerk 41,678
41100	Health/Dental Ins	16,703	2 Full Time employees
41200	Life & Disability	1,459	2 Full Time employees
41500	Retirees Life Insurance	534	Retirees Life Insurance
41700	Fica/Medicare	7,793	Salary (\$101,873) X 7.65%
41750	Unemploy Insurance	106	PRIMEX
41775	Workers Comp Insurance	167	PRIMEX
41780	State Retirement	10,820	Salary (\$96,873) X 11.17%
43000	Travel/Training	1,250	Training and Mileage Reimbursement for City Clerk and Deputy City Clerk.
44101	Office Supplies	700	General office supplies.
44500	Postage	850	Postage based on prior year's expenditures
45500	Association Dues	60	NHTCCA
45800	Printing	1,500	Dog licenses and annual reports
45901	Advertising	2,500	Posting of public notices, other types of required advertising.
46200	Professional Insurance	510	PRIMEX
47100	Computer Supply/Maint	3,000	Maint. agreement TYLER, other hardware/software support
47200	Office Machine/Software Maint	500	General office equipment maintenance

**145,325**



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 311 ELECTIONS

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40220	Election Workers	3,275	7,500	4,000
43600	Election Meals	386	1,000	1,000
44101	Office Supplies	129	400	400
44500	Postage	7	200	200
45800	Printing	1,237	3,000	3,000
45901	Advertising	350	700	700
47102	Election Machine Programming	1,343	3,000	3,000
47200	Office Machine/Software Maint	1,125	1,000	1,000
48101	Electricity	266	200	200
48103	Heating Fuel	725	500	500

*Elections* **8,844** **17,500** **14,000**

*Difference From Previous Budget* -3,500

*Percentage Difference From Previous Budget* -20.00%






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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**403 FINANCE AND ADMINISTRATION**

**311 ELECTIONS**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
40220	Election Workers	4,000	One election - Municipal
43600	Election Meals	1,000	Meals for Election Workers - election
44101	Office Supplies	400	General Election Supplies for one election
44500	Postage	200	Postage - based on prior year
45800	Printing	3,000	Printing of forms, etc.
45901	Advertising	700	Advertising based on prior year
47102	Election Machine Programming	3,000	Programming equipment, 1 election
47200	Office Machine/Software Maint	1,000	Maintenance agreement and equipment
48101	Electricity	200	Electricity at Ward 5
48103	Heating Fuel	500	Heating Oil at Ward 5

**14,000**



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 320 TAX COLLECTOR

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	92,972	94,800	100,315
40220	Part Time Salaries	12,727	17,638	20,105
41100	Health/Dental Ins	51,072	48,087	48,695
41200	Life & Disability	1,443	1,564	1,491
41700	Fica/Medicare	7,513	8,602	9,212
41750	Unemploy Insurance	184	180	160
41775	Workers Comp Insurance	181	241	208
41780	State Retirement	10,580	10,788	11,205
43000	Travel/Training	774	750	750
44101	Office Supplies	667	1,000	1,000
44500	Postage	11,911	14,000	14,000
45500	Association Dues	0	20	20
45800	Printing	1,377	1,000	1,000
45900	Miscellaneous Services	161	0	0
45915	Title Search Fees	0	3,000	3,000
45916	Register of Deeds	1,312	1,900	1,900
45917	Notary Renewals	0	75	75
46200	Professional Insurance	2,161	2,161	2,161
47200	Office Machine/Software Maint	17,490	6,800	10,690

<i>Tax Collector</i>	<b>212,525</b>	<b>212,606</b>	<b>225,987</b>
<i>Difference From Previous Budget</i>			<b>13,381</b>
<i>Percentage Difference From Previous Budget</i>			<b>6.29%</b>




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## GENERAL FUND FY2019-2020 PROPOSED BUDGET

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### 403 FINANCE AND ADMINISTRATION

#### 320 TAX COLLECTOR

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	100,315	Tax Collector \$54,653 Deputy \$45,662
40220	Part Time Salaries	20,105	One (1) part time employee - 20 hours per week
41100	Health/Dental Ins	48,695	2 Full Time employees
41200	Life & Disability	1,491	2 Full Time employees
41700	Fica/Medicare	9,212	Salary (\$120,420) X 7.65%
41750	Unemploy Insurance	160	PRIMEX
41775	Workers Comp Insurance	208	PRIMEX
41780	State Retirement	11,205	Salary (\$100,315) X 11.17%
43000	Travel/Training	750	Mileage and training expenses
44101	Office Supplies	1,000	General Office Supplies
44500	Postage	14,000	Postage based on prior year's expenditures
45500	Association Dues	20	Dues NHTCA
45800	Printing	1,000	Tax Bills, other printing
45915	Title Search Fees	3,000	Tax Liens/Deeding research
45916	Register of Deeds	1,900	Recording fees for liens
45917	Notary Renewals	75	Notary License for P/T employee
46200	Professional Insurance	2,161	PRIMEX
47200	Office Machine/Software Maint	10,690	E-Reg (Interware) \$3,190, Tyler, \$7,500

225,987



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 330 HUMAN SERVICES

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	19-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	47,895	48,223	52,438
41100	Health/Dental Ins	10,678	10,128	10,256
41200	Life & Disability	747	791	743
41500	Retirees Life Insurance	102	102	0
41700	Fica/Medicare	3,590	3,689	4,012
41750	Unemploy Insurance	61	60	53
41775	Workers Comp Insurance	86	114	86
41780	State Retirement	5,450	5,488	5,857
43000	Travel/Training	506	500	500
44101	Office Supplies	240	500	500
44500	Postage	22	100	100
45485	Direct Relief-Rent	83,629	115,000	125,000
45486	Direct Relief-Rx-Medical	110	3,000	3,000
45487	Direct Relief-Utilities	2,229	10,000	10,000
45488	Direct Relief-Other	1,150	14,000	14,000
45900	Miscellaneous Services	21	500	500
47200	Office Machine/Software Maint	701	850	850

<i>Human Services</i>	<b>157,218</b>	<b>213,045</b>	<b>227,895</b>
<i>Difference From Previous Budget</i>			<b>14,850</b>
<i>Percentage Difference From Previous Budget</i>			<b>6.97%</b>



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 330 HUMAN SERVICES

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
40200	Full Time Salaries	52,438	1 Full Time employee
41100	Health/Dental Ins	10,256	1 Full Time employee
41200	Life & Disability	743	1 Full Time employee
41700	Fica/Medicare	4,012	Salary (\$52,438) X 7.65%
41750	Unemploy Insurance	53	1 Full Time employee
41775	Workers Comp Insurance	86	PRIMEX
41780	State Retirement	5,857	Salary (\$52,438) X 11.17%
43000	Travel/Training	500	Training and mileage reimbursement
44101	Office Supplies	500	General Office Supplies
44500	Postage	100	Postage for mailings
45485	Direct Relief-Rent	125,000	Rental Assistance
45486	Direct Relief-Rx-Medical	3,000	Prescription and Medical Assistance
45487	Direct Relief-Utilities	10,000	Heat, electric, other assistance
45488	Direct Relief-Other	14,000	Other types of assistance such as
45900	Miscellaneous Services	500	Bus passes, other unanticipated
47200	Office Machine/Software Maint	850	Annual Fee for GAPS

227,895



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 350 LIBRARY

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	137,971	114,502	114,286
40220	Part Time Salaries	29,310	35,460	44,173
40400	Longevity	1,664	0	0
40440	Educational Incentive	1,000	0	0
41100	Health/Dental Ins	26,658	25,530	15,767
41200	Life & Disability	1,722	1,775	1,638
41700	Fica/Medicare	13,020	11,855	12,504
41750	Unemploy Insurance	225	220	266
41775	Workers Comp Insurance	216	288	265
41780	State Retirement	15,891	13,030	12,765
43000	Travel/Training	1,947	900	400
44101	Office Supplies	1,675	1,500	2,000
44150	Period & Forms	2,959	3,000	3,000
44300	Janitorial Supplies	125	450	150
44500	Postage	203	300	100
45500	Association Dues	150	345	345
45600	Telephone	1,086	1,200	1,200
45800	Printing	0	380	100
45901	Advertising	853	150	150
45925	Miscellaneous Physicals	745	175	175
46100	Building Ins	4,260	4,123	4,123
47100	Computer Supply/Maint	20	500	500
47200	Office Machine/Software Maint	2,500	2,500	2,500
47700	Books	9,309	13,500	13,500
47701	Audio - Visual	3,010	4,200	4,200
47702	Books - Children	1,929	3,500	4,000
47703	Public Programs	0	0	1,800
47704	Electronic Resources	1,752	2,600	2,300
48101	Electricity	6,610	8,100	8,100
48102	Water & Sewer	396	360	360
48103	Heating Fuel	2,607	3,000	3,000
48200	Building Maint	1,292	3,500	3,500



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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**403 FINANCE AND ADMINISTRATION****350 LIBRARY**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
	<i>Library</i>	<b>271,106</b>	<b>256,943</b>	<b>257,167</b>
	<i>Difference From Previous Budget</i>			<b>224</b>
	<i>Percentage Difference From Previous Budget</i>			<b>0.09%</b>
<hr/>				
	<i>Total Finance and Administration</i>	<b>1,106,221</b>	<b>1,203,308</b>	<b>1,239,159</b>
	<i>Difference From Previous Budget</i>			<b>35,851</b>
	<i>Percentage Difference From Previous Budget</i>			<b>2.98%</b>



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 350 LIBRARY

ACCT NUMBER	DESCRIPTION	19-20 PROPOSED	Detail
40200	Full Time Salaries	114,286	Librarian \$ 68,624 Assistant 45,662
40220	Part Time Salaries	44,173	3 Part Time Assistants - Increase hours for 3rd PT from 12 to 20.
41100	Health/Dental Ins	15,767	2 Full Time employees
41200	Life & Disability	1,638	2 Full Time employees
41700	Fica/Medicare	12,504	Salary (\$163,459) * 7.65%
41750	Unemploy Insurance	266	PRIMEX Insurance
41775	Workers Comp Insurance	265	PRIMEX Insurance
41780	State Retirement	12,765	Salary (\$114,286) X 11.17%
43000	Travel/Training	400	NH Library Association, NH Trustees Annual Conf., Misc Mileage for Regional Meetings
44101	Office Supplies	2,000	General Office Supplies \$500 Library Supplies \$1,500
44150	Period & Forms	3,000	Magazine Subscriptions \$900 Newspaper Subscriptions \$800 Other Serials and Indexes \$500 Microfiche \$800
44300	Janitorial Supplies	150	Cleaning Supplies \$150
44500	Postage	100	Based on Prior years
45500	Association Dues	345	NHLA and NELA \$170 NH Library Trustees \$150 Rochester Area Libraries \$25
45600	Telephone	1,200	Annual Telephone - Avg. \$100/month
45800	Printing	100	Book Discussion \$50 Summer Reading \$50
45901	Advertising	150	General Advertising as needed (such a job postings)
45925	Miscellaneous Physicals	175	1 pre-employment Physical
46100	Building Ins	4,123	PRIMEX
47100	Computer Supply/Maint	500	Maintain Staff and Public Access Computers
47200	Office Machine/Software Maint	2,500	ByWater Solutions - Koha ILS hosting and support fee for on-line catalog






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## GENERAL FUND FY2019-2020 PROPOSED BUDGET

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### 403 FINANCE AND ADMINISTRATION

#### 350 LIBRARY

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
47700	Books	13,500	New and replacement books for general catalog - 56 books/month at average \$20/book.
47701	Audio - Visual	4,200	Children's audiobooks and DVD's \$600 General collection DVD's \$2,000 General Collection audiobooks \$1,600
47702	Books - Children	4,000	New and replacement books 15 books/month/avg. \$20
47703	Public Programs	1,800	Tinker Table programs for Children, educational workshops for adults.
47704	Electronic Resources	2,300	2018 NH Book Consortium fee - Based on population and use.
48101	Electricity	8,100	Electric based on historical average
48102	Water & Sewer	360	Water/Sewer based on average
48103	Heating Fuel	3,000	Natural Gas delivery and supply
48200	Building Maint	3,500	Dumbwaiter Inspect and certify, Furnace Maint, fire Alarm and Extinguishers, Replacement of Light Fixture Covers, Plumbing repairs, Carpet & Floor cleaning

257,167



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 400 PLANNING

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	141,079	141,904	145,838
40220	Part Time Salaries	31,611	51,587	53,135
41100	Health/Dental Ins	50,030	47,445	48,040
41200	Life & Disability	1,989	2,016	2,003
41700	Fica/Medicare	12,689	14,802	15,221
41750	Unemploy Insurance	245	240	160
41775	Workers Comp Insurance	3,062	4,081	3,430
41780	State Retirement	15,942	16,148	16,290
43000	Travel/Training	509	1,250	1,250
44101	Office Supplies	949	1,000	1,000
44500	Postage	2,626	3,500	3,000
45402	Strafford Regional Planning Co	9,602	9,709	10,029
45500	Association Dues	549	569	569
45901	Advertising	2,954	3,000	3,000
45910	Physicals	159	150	159
47200	Office Machine/Software Maint	717	1,000	250

<i>Planning</i>	<b>274,711</b>	<b>298,401</b>	<b>303,374</b>
<i>Difference From Previous Budget</i>			4,973
<i>Percentage Difference From Previous Budget</i>			1.67%



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 400 PLANNING

ACCT NUMBER	DESCRIPTION	19-20 PROPOSED	Detail
40200	Full Time Salaries	145,838	Director \$100,176 Secretary 45,662
40220	Part Time Salaries	53,135	ED Manager - 28 Hours per week
41100	Health/Dental Ins	48,040	2 Full Time employees
41200	Life & Disability	2,003	2 Full Time employees
41700	Fica/Medicare	15,221	Salary (\$198,973) X 7.65%
41750	Unemploy Insurance	160	PRIMEX Insurance
41775	Workers Comp Insurance	3,430	PRIMEX Insurance
41780	State Retirement	16,290	Salary (\$145,838) X 11.17%
43000	Travel/Training	1,250	NNECAPA, NHPA annual conferences, Municipal Law Lecture series, RSA updates
44101	Office Supplies	1,000	Ink for Plotter (Approx 10 per year) General clerical supplies including materials to send out packets to Board members
44500	Postage	3,000	General mailing, packets for Board members, owner notification for proposed amendment changes, etc.
45402	Strafford Regional Planning Co	10,029	Annual City membership dues based on written quote from Commission
45500	Association Dues	569	NH Planners Association Northern NE Planner's Association National Arbor Day Foundation American Planning Association
45901	Advertising	3,000	Ads in local newspaper for meeting notices and requests for bids
45910	Physicals	159	New employees, as needed
47200	Office Machine/Software Maint	250	Funds for maintenance only

303,374



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 401 ECONOMIC DEVELOPMENT

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
43000	Travel/Training	85	750	200
44101	Office Supplies	126	300	300
44107	Presentations	527	500	500
44500	Postage	121	350	300
45500	Association Dues	575	515	575
45601	Cell Phones	636	0	0
45700	Contract Services	6,744	10,000	5,000
45800	Printing	2,870	200	200
45901	Advertising	1,125	3,100	3,100
<i>Economic Development</i>		<b>12,809</b>	<b>15,715</b>	<b>10,175</b>
<i>Difference From Previous Budget</i>				-5,540
<i>Percentage Difference From Previous Budget</i>				-35.25%




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**404 DEVELOPMENT SERVICES**

**401 ECONOMIC DEVELOPMENT**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
43000	Travel/Training	200	Economic development conferences, travel, and various ED training opportunities
44101	Office Supplies	300	General office supplies
44107	Presentations	500	Hosting of annual Chamber Business Before Hours and other ED events
44500	Postage	300	Mailings to Somersworth Businesses and business recruitment efforts
45500	Association Dues	575	NHCIBOR and Chamber of Commerce
45700	Contract Services	5,000	Consulting Services as needed
45800	Printing	200	As needed
45901	Advertising	3,100	Adv. in "NH Business Review" (\$415) Subscription to Constant Contact (\$189) Regional ad in Business NH Magazine (\$2355)
		<b>10,175</b>	



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 410 CODE ENFORCEMENT

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	98,450	102,784	108,515
40220	Part Time Salaries	0	10,754	11,077
41100	Health/Dental Ins	42,894	54,796	48,040
41200	Life & Disability	1,472	1,650	1,534
41700	Fica/Medicare	7,380	8,686	9,149
41750	Unemploy Insurance	123	180	160
41775	Workers Comp Insurance	5,225	6,964	6,252
41780	State Retirement	11,036	11,697	12,121
43000	Travel/Training	585	700	700
44101	Office Supplies	357	350	350
44150	Period & Forms	49	200	100
44400	Vehicle Fuel	940	1,000	1,000
44500	Postage	1,079	400	1,000
45601	Cell Phones	1,216	1,200	1,200
45700	Contract Services	6,415	0	0
45901	Advertising	330	0	200
45910	Physicals	288	150	150
46300	Fleet & Equip Insurance	990	990	990
47201	Office Equip	685	750	750
47203	Equipment - Codes	162	100	100
47600	Vehicle Maintenance	135	750	750

<i>Code Enforcement</i>	<b>179,809</b>	<b>204,101</b>	<b>204,138</b>
<i>Difference From Previous Budget</i>			37
<i>Percentage Difference From Previous Budget</i>			0.02%



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 410 CODE ENFORCEMENT

ACCT NUMBER	DESCRIPTION	19-20 PROPOSED	Detail
40200	Full Time Salaries	108,515	BI/Code Officer \$ 59,883 Property Maint. Code 48,682
40220	Part Time Salaries	11,077	Part time electrical inspector - 8 Hrs./week
41100	Health/Dental Ins	48,040	2 Full Time employees
41200	Life & Disability	1,534	2 Full Time employees
41700	Fica/Medicare	9,149	Salary (\$119,592) X 7.65%
41750	Unemploy Insurance	160	PRIMEX Insurance
41775	Workers Comp Insurance	6,252	PRIMEX Insurance
41780	State Retirement	12,121	Salary (\$108,515) X 11.17%
43000	Travel/Training	700	NHBOA membership for 2 Code officers, NHHOA membership for 1 Code officer, ICC membership for Code officer (required), SEACOAST BOA Meeting (municipal membership)
44101	Office Supplies	350	General office supplies including ink for 2 printers, general clerical supplies
44150	Period & Forms	100	Purchasing of mechanical/electrical/plumbing permit forms
44400	Vehicle Fuel	1,000	Gas for two code vehicles. Based on past 3 years usage and taking into consideration current vehicles mpg and miles driven, current FY expense, and current fuel price.
44500	Postage	1,000	Postage (based on past years usage plus increase of use of Certified Mail to address compliance issues)
45601	Cell Phones	1,200	Cell phone payment for 2 Code Officers (based on current monthly cost of \$43 for Asst. CEO phone and \$50.00 for CEO smart phone).
45901	Advertising	200	Advertising as needed.
45910	Physicals	150	New employee physicals as needed.
46300	Fleet & Equip Insurance	990	PRIMEX
47201	Office Equip	750	Filing Cabinets, monitor
47203	Equipment - Codes	100	Purchase tools, testing equipment, etc. for Code officers for inspections
47600	Vehicle Maintenance	750	General vehicle maintenance for two code cars.
		<b>204,138</b>	



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 420 ASSESSING

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	38,448	40,034	43,045
41100	Health/Dental Ins	5,488	5,499	9,213
41200	Life & Disability	633	680	688
41700	Fica/Medicare	3,331	3,063	3,293
41750	Unemploy Insurance	61	60	53
41775	Workers Comp Insurance	65	86	76
41780	State Retirement	4,375	4,556	4,808
43000	Travel/Training	468	150	150
44101	Office Supplies	371	400	400
44150	Period & Forms	634	650	650
44500	Postage	692	700	700
44902	Registry Fees	152	0	0
45500	Association Dues	45	20	45
45700	Contract Services	60,098	48,000	48,000
45706	Assessing - Reval/Cycled Insp.	31,333	60,000	38,500
45903	Rev Tax Maps	0	1,000	2,325
47103	Analytical Program	12,600	10,300	10,300

<i>Assessing</i>	<b>158,793</b>	<b>175,198</b>	<b>162,246</b>
<i>Difference From Previous Budget</i>			-12,952
<i>Percentage Difference From Previous Budget</i>			-7.39%





## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 420 ASSESSING

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	43,045	Assessing Clerk \$43,045
41100	Health/Dental Ins	9,213	1 Full Time employee
41200	Life & Disability	688	1 Full Time employee
41700	Fica/Medicare	3,293	Salary (\$43,045) X 7.65%
41750	Unemploy Insurance	53	PRIMEX Insurance
41775	Workers Comp Insurance	76	PRIMEX Insurance
41780	State Retirement	4,808	Salary (\$43,045) X 11.17%
43000	Travel/Training	150	Assessing Seminars
44101	Office Supplies	400	General office supplies
44150	Period & Forms	650	Marshall & Swift Book-service for updates annually
44500	Postage	700	Postage for routine mailings, call back letters for cycled inspections, and our welcome packet to new property owners.
45500	Association Dues	45	Assessing Dues - Staff \$25 Assessors \$20
45700	Contract Services	48,000	\$48K Asses. Services
45706	Assessing - Reval/Cycled Insp.	38,500	Cycled Inspections Contract
45903	Rev Tax Maps	2,325	Complete update of City's tax maps with SRPC
47103	Analytical Program	10,300	Annual cost of providing the City tax cards online. Property information is updated annually as part of the service \$7,900
			CAI - GIS/Assessors maps \$2,400

**162,246**



## **GENERAL FUND FY2019-2020 PROPOSED BUDGET**

### **404 DEVELOPMENT SERVICES**

#### **426 RECREATION**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
40200	Full Time Salaries	47,339	48,711	52,058
40220	Part Time Salaries	10,355	14,800	15,858
40240	Seasonal Salaries	40,926	62,080	62,080
41100	Health/Dental Ins	21,135	20,224	20,281
41200	Life & Disability	725	772	769
41700	Fica/Medicare	7,382	9,607	9,945
41750	Unemploy Insurance	286	280	106
41775	Workers Comp Insurance	3,482	4,641	4,641
41780	State Retirement	5,387	5,543	5,814
43000	Travel/Training	417	400	400
44101	Office Supplies	275	250	250
44202	Parks Repair	6,865	12,000	10,000
44400	Vehicle Fuel	515	600	600
44500	Postage	15	50	50
45434	Special Events	1,639	2,100	3,250
45436	Youth Basketball	3,093	3,000	0
45438	Kids Camp	8,877	11,300	10,000
45439	Trends/Teen Camp	5,009	6,000	6,000
45443	Saturday Soccer	391	700	700
45444	Saturday Basketball	1,356	1,300	1,300
45445	Granite State Track and Field	353	425	425
45500	Association Dues	65	70	70
45601	Cell Phones	337	375	375



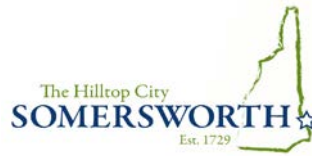
## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 426 RECREATION

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
45901	Advertising	575	500	500
45910	Physicals	1,626	2,220	2,500
46100	Building Ins	831	861	860
46300	Fleet & Equip Insurance	572	520	520
47200	Office Machine/Software Maint	0	500	750
47600	Vehicle Maintenance	0	250	250
48101	Electricity	1,508	1,800	2,400
48102	Water & Sewer	3,036	2,500	2,500
48104	Trash Collection	350	1,200	500
48107	Field Maintenance	3,645	4,500	5,000
48200	Building Maint	3,969	4,500	4,500

<i>Recreation</i>	<b>182,335</b>	<b>224,579</b>	<b>225,252</b>
<i>Difference From Previous Budget</i>			673
<i>Percentage Difference From Previous Budget</i>			0.30%

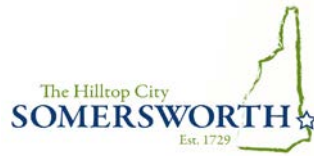


## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 426 RECREATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	52,058	Rec Supervisor \$52,058
40220	Part Time Salaries	15,858	Part Time Clerk - 20hrs per week
40240	Seasonal Salaries	62,080	Rec Maintenance - 40 Hrs./Wk X 16 Weeks, 3 Summer Camp Directors, 12 Summer Camp Counselors
41100	Health/Dental Ins	20,281	1 Full Time employee
41200	Life & Disability	769	1 Full Time employee
41700	Fica/Medicare	9,945	Salary (\$129,996) X 7.65%
41750	Unemploy Insurance	106	PRIMEX Insurance
41775	Workers Comp Insurance	4,641	PRIMEX Insurance
41780	State Retirement	5,814	Salary (\$52,058) X 11.17%
43000	Travel/Training	400	NHRPA State Conference fee, CPR/First Aid, NNE R&P Conference, Summer camp training, Rec staff training, mileage reimbursement
44101	Office Supplies	250	General office supplies
44202	Parks Repair	10,000	Splash Pad \$700, Millennium Park House Roof \$5100, Tennis Nets \$400, Pines Woodchips \$1000, 2 Picnic tables \$1700, volleyball net \$100; Misc \$800
44400	Vehicle Fuel	600	Rec Truck fuel
44500	Postage	50	Postage for general Rec mailings
45434	Special Events	3,250	Special event supplies for: National Night Out, Candy Cane Hunt, Valentine's Dance, Easter Egg Hunt, Trick or Treat at City Hall, Senior Picnic Tea & Sips and Sentiments, Mother/Son event
45438	Kids Camp	10,000	Camp t-shirts; camp game & supplies; NH State Park bus pass fee; Bus transportation to state park trips; First aid supplies & ice packs; Fisher Cat Splash day tickets; staff shirts; MISC field trips (rainy day & special trips); special field trip bus transportation (approx. 2 trips); MISC supplies & unforeseen costs; phone cards for 2 camp cell phones; camp admin supplies

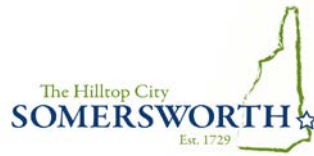


## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 426 RECREATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
45439	Trends/Teen Camp	6,000	10 Friday field trips for 36 kids (cost varies depending on location); Water Country Tickets \$756; Funtown Tickets \$777; Hilltop Fun Center \$550; Canobie Lake Park \$957; Indoor Ascent \$627; Hampton Beach & Mini Golf \$288; Blitz Air Park \$730; Hike Mount Major \$0; Gathering Place Studio/shop \$100; Misc. program supplies \$350; Transportation Fees \$2000
45443	Saturday Soccer	700	t-shirts; participation medals; soccer balls & all supplies
45444	Saturday Basketball	1,300	basketballs; t-shirts for Biddy Ball + 1st/2nd grade Rec; participation medals for Biddy Ball + 1st/2nd grade Rec; First aid + ice packs; Rec jerseys
45445	Granite State Track and Field	425	t-shirts; timers & whistles; MISC supplies
45500	Association Dues	70	NH Recreation & Parks Association dues for Rec Supervisor=
45601	Cell Phones	375	Cell phone
45901	Advertising	500	Recreation employment ads & MISC program ads
45910	Physicals	2,500	Physicals, drug screen, & background checks for 17 seasonal employees
46300	Property and Liability	860	PRIMEX
46300	Fleet Insurance	520	PRIMEX
47200	Office Machine/Software Main	750	Rec Dept. Computer replacement
47600	Vehicle Maintenance	250	Maintenance & repairs for Rec truck




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**404 DEVELOPMENT SERVICES**

**426 RECREATION**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>19-20 PROPOSED</b></i>	<i><b>Detail</b></i>
48101	Electricity	2,400	Electricity for St. Laurent Workshop, Noble Pines Scoreboard/snack shack, & Noble Pines Rec Building. Increase due to new portable dehumidifier at Noble Pines to fight mold.
48102	Water & Sewer	2,500	Water costs to operate Noble Pines Splash Pad, Noble Pines Rec Building, Millennium Park bath house, & water winterization
48104	Trash Collection	500	Monthly service fee for 8 yard dumpster at Noble Pines + pick up fees.
48107	Field Maintenance	5,000	Lawn care services; ground wasp pesticide; Irrigation Activation; Irrigation mid season check; Irrigation Winterization; Infield Mix; Unforseen expenses.
48200	Building Maint	4,500	General supplies for Noble Pines Rec building + Millennium Park bath house (soap, toilet paper, paper towels, cleaning supplies, etc.); Electrical & Plumbing repair; MISC repairs to park building/structures. Increase due to need to dry seal the floor at Noble Pines Park house.
		<b>225,252</b>	



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 427 CITY HALL

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40220	Part Time Salaries	19,804	19,696	38,020
41100	Health/Dental Ins	0	0	15,223
41200	Life & Disability	0	0	511
41700	Fica/Medicare	1,515	1,507	2,909
41750	Unemploy Insurance	61	60	53
41775	Workers Comp Insurance	390	520	56
41780	State Retirement	0	0	3,515
44101	Office Supplies	1,599	3,000	2,500
44300	Janitorial Supplies	848	1,500	1,500
44903	Meeting Supplies	35	300	150
45600	Telephone	15,583	15,600	15,600
45601	Cell Phones	625	700	700
45950	Rentals	3,991	4,400	4,400
47200	Office Machine/Software Maint	11,139	13,500	12,000
47201	Office Equip	2,044	3,000	3,000
48101	Electricity	24,641	30,000	30,000
48102	Water & Sewer	1,438	1,500	1,500
48103	Heating Fuel	3,635	5,000	5,000
48200	Building Maint	30,030	37,500	20,000
48201	Maintenance Contracts	4,606	4,600	4,600
48202	Old City Hall	7,016	7,000	7,500
<i>City Hall</i>		<b>128,999</b>	<b>149,383</b>	<b>168,737</b>
<i>Difference From Previous Budget</i>				19,354
<i>Percentage Difference From Previous Budget</i>				12.96%

<i>Total Development Services</i>	<b>937,458</b>	<b>1,067,377</b>	<b>1,073,922</b>
<i>Difference From Previous Budget</i>			6,545
<i>Percentage Difference From Previous Budget</i>			0.61%



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 427 CITY HALL

ACCT NUMBER	DESCRIPTION	19-20 PROPOSED	Detail
40220	Part Time Salaries	38,020	Part-time - 25 Hours for 13 weeks Full-time - 40 Hours for 39 weeks (effective 10/1/19)
41100	Health/Dental Ins	15,223	1 Full Time employee effective 10/1/2019
41200	Life & Disability	511	Insurance
41700	Fica/Medicare	2,909	Salary (\$38,020) X 7.65%
41750	Unemploy Insurance	53	PRIMEX Insurance
41775	Workers Comp Insurance	56	PRIMEX Insurance
41780	State Retirement	3,515	FT Salary (\$31,465) X 11.17%
44101	Office Supplies	2,500	Paper, supplies for the copiers , other supplies
44300	Janitorial Supplies	1,500	Liquid cleaning supplies, toilet paper, tri-fold paper towels, trash bags and other supplies for janitorial maintenance of City Hall.
44903	Meeting Supplies	150	Various Supplies
45600	Telephone	15,600	City Phone system - avg. \$1,300/month
45601	Cell Phones	700	Administration
45950	Rentals	4,400	General Linen, (for rug service and wet mops for six months then plus cost of additional mats for six months during winter season as needed)
47200	Office Machine/Software Maint	12,000	City Hall copier program -\$7,000 Machine Maint agreements \$5,000
47201	Office Equip	3,000	Postage Machine rental Pitney Bowes (\$447/qtr), supplies \$1,000
48101	Electricity	30,000	Electricity with Eversource
48102	Water & Sewer	1,500	City of Somersworth Total (based on averages of last 4 FY while accounting for rate increases)
48103	Heating Fuel	5,000	Natural Gas
48200	Building Maint	20,000	General bldg. maintenance that includes, but is not limited to, HVAC systems, ceiling tiles, windows, roof, electrical, lighting.
48201	Maintenance Contracts	4,600	Otis Elevator - annual inspection and routine maintenance
48202	Old City Hall	7,500	Eversource, Northern Utilities, Water & Sewer
		<b>168,737</b>	





## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 500 POLICE ADMIN

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>17-18 ACTUAL</i>	<i>18-19 BUD</i>	<i>19-20 PROPOSED</i>
40200	Full Time Salaries	190,784	195,723	200,116
40300	Overtime	0	250	250
40400	Longevity	1,664	1,664	1,664
40420	Holiday Pay	2,196	2,273	2,273
40470	Leave Buyouts	6,661	0	0
41100	Health/Dental Ins	50,321	47,671	48,269
41200	Life & Disability	2,763	2,914	2,914
41500	Retirees Life Insurance	2,987	2,987	2,987
41700	Fica/Medicare	7,195	9,140	9,077
41750	Unemploy Insurance	272	266	266
41775	Workers Comp Insurance	4,251	5,883	5,883
41780	State Retirement	39,142	40,662	40,454
43000	Travel/Training	1,150	1,500	1,500
43001	Tuition Reimbursements	0	3,500	3,500
44101	Office Supplies	4,313	4,500	4,500
44150	Period & Forms	720	1,500	1,500
44300	Janitorial Supplies	915	1,200	1,500
44400	Vehicle Fuel	192	1,000	1,000
44500	Postage	981	1,500	1,800
44700	Training Supplies	13,491	7,000	0
44800	Clothing	6,273	10,000	10,000
45300	Cleaning Service-Clothes	168	250	250
45500	Association Dues	435	350	450
45800	Printing	555	1,000	1,000
45901	Advertising	520	500	500
45910	Physicals	551	500	500
45912	Police Spots	0	500	0



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 500 POLICE ADMIN

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
45924	Misc Supplies	707	750	750
45926	Pre Employment Check	326	325	325
45950	Rentals	127	0	0
45951	Testing Fees	620	550	550
46100	Building Ins	11,807	13,188	13,188
46200	Professional Insurance	37,181	37,181	37,181
46300	Fleet & Equip Insurance	6,527	6,527	6,527
47100	Computer Supply/Maint	20,134	20,136	30,774
47200	Office Machine/Software Maint	4,618	5,000	5,000
47600	Vehicle Maintenance	0	750	750

<i>Police Admin</i>	<b>420,547</b>	<b>428,640</b>	<b>437,198</b>
<i>Difference From Previous Budget</i>			8,558
<i>Percentage Difference From Previous Budget</i>			2.00%



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 500 POLICE ADMIN

ACCT NUMBER	DESCRIPTION	19-20 PROPOSED	Detail
40200	Full Time Salaries	200,116	Chief \$100,499, Executive Assistant \$50,363, Investigations Secretary \$49,254
40300	Overtime	250	Overtime
40400	Longevity	1,664	One employee eligible
40420	Holiday Pay	2,273	Holiday payout - contractual
41100	Health/Dental Ins	48,269	Health & dental costs for (3) employees.
41200	Life & Disability	2,914	Insurance
41500	Retirees Life Insurance	2,987	Insurance
41700	Fica/Medicare	9,077	(\$100,499) X 1.45% + (\$99,617) X 7.65%
41750	Unemploy Insurance	266	Insurance
41775	Workers Comp Insurance	5,883	Insurance
41780	State Retirement	40,454	(\$102,163) X 28.43% + (\$102,140) X 11.17%
43000	Travel/Training	1,500	Training and travel for the Chief.
43001	Tuition Reimbursements	3,500	Tuition reimbursement for an approved course of study approved by the Chief of Police. The contract allows up to \$2,500 per person per fiscal year.
44101	Office Supplies	4,500	This line is for Office Supplies for the entire PD. This includes paper, toners, staples, typewriter supplies, printer supplies, pens, pencils, etc. For evidence, this includes labels, cd's, dvd's, thumb drives and other media for evidence storage.
44150	Period & Forms	1,500	This represents the costs of forms and law books the Police Department Uses.



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 500 POLICE ADMIN

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
44300	Janitorial Supplies	1,500	Janitorial supplies and cleaning products. This includes toilet paper, paper towels, etc. for the Department.
44400	Vehicle Fuel	1,000	This is gasoline for the Chief's cruiser.
44500	Postage	1,800	Postage for the Department.
44800	Clothing	10,000	This line item covers uniforms including but not limited to boots, jackets and duty gear. (Leather gear such as belts, holsters and various cases.)
45300	Cleaning Service-Clothes	250	Uniform cleaning costs for the Chief.
45500	Association Dues	450	Association dues for the Chief.
45800	Printing	1,000	This is printing expenses for letterhead and envelopes, as well as other printing of business cards and other police forms required.
45901	Advertising	500	Advertising expenses for new employees for recruitment purposes.
45910	Physicals	500	This line item is for pre-employment physicals.
45924	Misc Supplies	750	These are miscellaneous items we purchase for the PD like evidence supplies and other miscellaneous expenses.
45926	Pre Employment Check	325	Credit history check for potential Department employees.
45951	Testing Fees	550	Polygraph and Psychological testing fees for new employees.
46100	Building Ins	13,188	Insurance for our building.
46200	Professional Insurance	37,181	Professional insurance against false arrest, etc.
46300	Fleet & Equip Insurance	6,527	Insurance for our vehicles.



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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**405 PUBLIC SAFETY****500 POLICE ADMIN**

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
47100	Computer Supply/Maint	30,774	IMC Police Database Support Fees- \$13,534 , IMC RMS LiveScan - \$2,950, LiveScan Maint. Contract \$2,555, Watchguard Video/Repairs \$1,575 Backbay Networks: Vipre AntriVirus - \$960, Multi-Agency Bandwidth for Cross Agency - \$500, West Subscription - \$2,600, Backbay Networks: Records/Server Backup - \$2,500, Replacement Computers - \$3,600
47200	Office Machine/Software Maint	5,000	Machine maintenance fees for copy machines, fax machines, shredder replacements, printer parts and drums and postage meter fees. Also lease costs for 2 copy machines.
47600	Vehicle Maintenance	750	This is vehicle maintenance required for the Chief's cruiser.
		<b>437,198</b>	



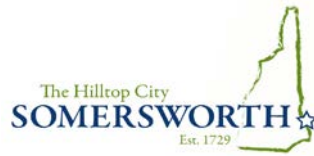
## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 510 PATROL

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	985,954	1,079,577	1,119,553
40220	Part Time Salaries	49,241	42,224	54,581
40300	Overtime	75,093	60,000	70,000
40330	Overtime - Police Court	3,816	10,000	7,500
40400	Longevity	2,288	2,288	2,288
40410	Training	7,985	12,000	14,000
40420	Holiday Pay	38,604	38,000	38,000
40440	Educational Incentive	7,925	7,925	7,650
41100	Health/Dental Ins	392,654	389,227	376,588
41200	Life & Disability	15,590	16,903	16,903
41700	Fica/Medicare	17,979	20,773	22,430
41750	Unemploy Insurance	1,818	1,780	1,869
41775	Workers Comp Insurance	26,997	40,190	40,190
41780	State Retirement	328,224	356,041	357,931
43000	Travel/Training	0	3,000	3,500
43002	Firearm Supplies	855	0	7,100
44400	Vehicle Fuel	25,669	26,000	30,000
45300	Cleaning Service-Clothes	4,294	4,000	4,500
45500	Association Dues	340	200	200
45913	Veterinary Services	1,010	1,200	1,200
47250	Operating Equipment Maint	870	1,200	1,200
47600	Vehicle Maintenance	30,678	27,500	28,000
49920	Police K9 Program	0	16,644	4,000

<i>Patrol</i>	<b>2,017,883</b>	<b>2,156,672</b>	<b>2,209,183</b>
<i>Difference From Previous Budget</i>			<b>52,511</b>
<i>Percentage Difference From Previous Budget</i>			<b>2.43%</b>

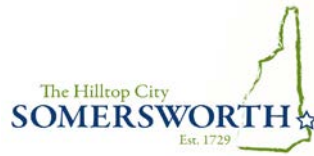


## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 510 PATROL

ACCT NUMBER	DESCRIPTION	19-20 PROPOSED	Detail
40200	Full Time Salaries	1,119,553	These are wages for the Patrol Division. This includes: (1) Captain, (1) Lieutenant, (4) Sergeants and (13) Patrolman = (19 Employees)
40220	Part Time Salaries	54,581	(1) Part-time Training Sergeant - 32 Hours per week
40300	Overtime	70,000	Anticipated Overtime
40330	Overtime - Police Court	7,500	Court Overtime
40400	Longevity	2,288	2 Employees eligible
40410	Training	14,000	Anticipated overtime to cover for training
40420	Holiday Pay	38,000	Contractural
40440	Educational Incentive	7,650	Contractural
41100	Health/Dental Ins	376,588	Health/Dental Insurance
41200	Life & Disability	16,903	Insurance
41700	Fica/Medicare	22,430	(\$1,258,991 X 1.45%)+(\$54,581 X 7.65%)
41750	Unemploy Insurance	1,869	Insurance
41775	Workers Comp Insurance	40,190	Insurance
41780	State Retirement	357,931	(\$1,258,991) X 28.43%
43000	Travel/Training	3,500	Every police officer is mandated to have at least 8 hours of training per year (in addition to firearms training requirement).
43002	Firearm Supplies	7,100	This line item captures costs for Firearms Supplies for firearms qualifications and for members of the SWAT Team. Taser Cartridges - \$2,400
44400	Vehicle Fuel	30,000	This is fuel costs for our Patrol Division.
45300	Cleaning Service-Clothes	4,500	This is dry cleaning of uniforms for 20 officers, as per the NEPBA Contract.
45500	Association Dues	200	Justice of the Peace and Notary fees



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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**405 PUBLIC SAFETY****510 PATROL**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>19-20 PROPOSED</b></i>	<i><b>Detail</b></i>
45913	Veterinary Services	1,200	Animal care for injured or lost pets including boarding and veterinary fees.
47250	Operating Equipment Maint	1,200	Radar calibrations (yearly), supplies for AED's and batteries for hand held radios and other patrol equipment expenses.
47600	Vehicle Maintenance	28,000	Maintenance on all vehicles, tires, car washes, other vehicle maintenance.
49920	Police K9 Program	4,000	Operating expenses for our K9 Program. These are such things as dog food, boarding while officer is on vacation, veterinary expenses, etc.
		<b>2,209,183</b>	





## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 520 INVESTIGATIONS

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	353,633	410,172	395,479
40300	Overtime	12,339	12,750	15,000
40400	Longevity	1,040	1,040	1,040
40420	Holiday Pay	11,451	14,000	14,000
40430	Clothing Allowance	326	1,000	1,000
40440	Educational Incentive	350	350	975
41100	Health/Dental Ins	136,857	152,198	164,072
41200	Life & Disability	4,579	6,086	6,086
41700	Fica/Medicare	5,171	6,377	6,198
41750	Unemploy Insurance	545	534	534
41775	Workers Comp Insurance	10,157	13,989	13,989
41780	State Retirement	111,319	128,995	120,985
43000	Travel/Training	302	1,500	1,500
44400	Vehicle Fuel	1,514	2,000	2,000
45300	Cleaning Service-Clothes	256	500	200
45500	Association Dues	150	200	200
45900	Miscellaneous Services	899	800	1,000
47200	Office Machine/Software Maint	3,878	3,700	4,000
47400	Photo Equipment	3,647	250	250
47600	Vehicle Maintenance	2,606	2,500	3,000

<i>Investigations</i>	<b>661,018</b>	<b>758,941</b>	<b>751,508</b>
<i>Difference From Previous Budget</i>			-7,433
<i>Percentage Difference From Previous Budget</i>			-0.98%



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 520 INVESTIGATIONS

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
40200	Full Time Salaries	395,479	These are wages for (1) Captain, (1) Detective Sergeant, (2) Detectives and (1) School Resource Officer. In addition, (1) member of this unit will be assigned to the Strafford County Drug Task Force.
40300	Overtime	15,000	Overtime
40400	Longevity	1,040	One employee eligible
40420	Holiday Pay	14,000	Contractural
40430	Clothing Allowance	1,000	Contractural
40440	Educational Incentive	975	Contractural
41100	Health/Dental Ins	164,072	Health/Dental Insurance
41200	Life & Disability	6,086	Insurance
41700	Fica/Medicare	6,198	Salary (\$427,494) X 1.45%
41750	Unemploy Insurance	534	Insurance
41775	Workers Comp Insurance	13,989	Insurance
41780	State Retirement	120,985	Salary (\$425,554) X 28.43%
43000	Travel/Training	1,500	Police Officers are mandated to have 8 hours of training per NH Police Standards & Training. This is training for the Investigations Division which requires more specialized training.
44400	Vehicle Fuel	2,000	This is vehicle fuel for undercover vehicles.
45300	Cleaning Service-Clothes	200	This is dry cleaning expenses for uniforms.
45500	Association Dues	200	Association dues for NESPIN, New England State Police Information Network.
45900	Miscellaneous Services	1,000	This is for evidence supplies like evidence tape, bags, dust, fuming solvents, etc.
47200	Office Machine/Software Maint	4,000	This is maintenance fees for our cell phone forensic decoder.
47400	Photo Equipment	250	Camera equipment cost
47600	Vehicle Maintenance	3,000	Vehicle maintenance/repairs for undercover vehicles - 5 vehicles

**751,508**



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 530 POLICE SUPPORT

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	189,003	208,390	213,505
40220	Part Time Salaries	6,907	8,012	8,584
40300	Overtime	12,793	8,000	9,000
40420	Holiday Pay	8,075	9,000	9,500
41100	Health/Dental Ins	74,553	67,928	68,780
41200	Life & Disability	3,087	3,631	3,631
41700	Fica/Medicare	15,596	17,855	18,405
41750	Unemploy Insurance	545	623	623
41775	Workers Comp Insurance	4,759	6,650	6,650
41780	State Retirement	23,832	25,820	25,915
45300	Cleaning Service-Clothes	16	100	100
45600	Telephone	11,011	10,800	11,400
45601	Cell Phones	8,021	9,000	9,000
45700	Contract Services	1,264	1,274	1,274
47200	Office Machine/Software Maint	73	100	200
47250	Operating Equipment Maint	5,504	5,900	5,900
48101	Electricity	28,450	27,500	30,000
48102	Water & Sewer	936	960	980
48103	Heating Fuel	11,582	20,000	20,000
48200	Building Maint	7,028	12,500	14,000
<i>Police Support</i>		<b>413,033</b>	<b>444,043</b>	<b>457,447</b>
<i>Difference From Previous Budget</i>				<b>13,404</b>
<i>Percentage Difference From Previous Budget</i>				<b>3.02%</b>



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 530 POLICE SUPPORT

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
40200	Full Time Salaries	213,505	These are full time wages for (5) Dispatchers that are part of the NEPBA Union.
40220	Part Time Salaries	8,584	Part time custodian - 12 Hrs per week
40300	Overtime	9,000	Overtime
40420	Holiday Pay	9,500	Contractural
41100	Health/Dental Ins	68,780	Health/Dental Insurance
41200	Life & Disability	3,631	Insurance
41700	Fica/Medicare	18,405	Salary (\$240,589) X 7.65%
41750	Unemploy Insurance	623	Insurance
41775	Workers Comp Insurance	6,650	Insurance
41780	State Retirement	25,915	Salary (\$232,005) X 11.17%
45300	Cleaning Service-Clothes	100	This is uniform dry cleaning expenses.
45600	Telephone	11,400	This is telephone and internet cost for the PD, including the cost of our 911 lines.
45601	Cell Phones	9,000	This is cell phone service for Command Staff and Cruiser Modem Service that allows the cruiser laptops to connect into our computer network and the State Police network.
45700	Contract Services	1,274	This is contracted Mats from General Linen that helps keep our PD floors clean.
47200	Office Machine/Software Maint	200	This is for the fax machine/printer and the shredder in Dispatch.
47250	Operating Equipment Maint	5,900	This is maintenance costs for equipment such as the radio system, digital voice recorder that records telephone and radio traffic, and other general maintenance expenses.
48101	Electricity	30,000	This is for electricity for the PD.
48102	Water & Sewer	980	Water and Sewer charges for the PD and Backflow Tests twice yearly.
48103	Heating Fuel	20,000	Heating costs for the PD.



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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**405 PUBLIC SAFETY****530 POLICE SUPPORT**

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
48200	Building Maint	14,000	Building maintenance for the PD. This includes heating/cooling repairs, computerized locks, plumbing, fire suppression system, elevator, and misc. repairs. It also includes maintenance for our generator.

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457,447




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**405 PUBLIC SAFETY**

**540 TRAFFIC**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
40220	Part Time Salaries	15,781	25,768	26,790
41700	Fica/Medicare	1,231	1,971	2,049
41750	Unemploy Insurance	182	178	178
41775	Workers Comp Insurance	376	819	819
44400	Vehicle Fuel	187	500	500
47600	Vehicle Maintenance	0	500	500

<i>Traffic</i>	<b>17,757</b>	<b>29,736</b>	<b>30,836</b>
<i>Difference From Previous Budget</i>			<b>1,100</b>
<i>Percentage Difference From Previous Budget</i>			<b>3.70%</b>



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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**405 PUBLIC SAFETY****540 TRAFFIC**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
40220	Part Time Salaries	26,790	These are the wages for (2) part-time positions: Parking Enforcement Officer and School Crossing Guard.
41700	Fica/Medicare	2,049	Salary (\$26,790) X 7.65%
41750	Unemploy Insurance	178	Insurance
41775	Workers Comp Insurance	819	Insurance
44400	Vehicle Fuel	500	Fuel costs for the parking vehicle.
47600	Vehicle Maintenance	500	Vehicle maintenance costs for the parking enforcement vehicle.
		<b>30,836</b>	



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 550 PROSECUTION

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	65,125	67,080	67,080
40300	Overtime	0	500	500
40420	Holiday Pay	3,006	3,096	3,200
40430	Clothing Allowance	400	400	400
41100	Health/Dental Ins	19,282	20,032	20,280
41200	Life & Disability	954	992	992
41700	Fica/Medicare	942	1,031	1,032
41750	Unemploy Insurance	91	89	89
41775	Workers Comp Insurance	1,655	2,260	2,260
41780	State Retirement	20,051	20,800	20,122
45300	Cleaning Service-Clothes	720	250	250
45700	Contract Services	18,677	20,000	20,000

<i>Prosecution</i>	<b>130,903</b>	<b>136,530</b>	<b>136,205</b>
<i>Difference From Previous Budget</i>			-325
<i>Percentage Difference From Previous Budget</i>			-0.24%






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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**405 PUBLIC SAFETY**

**550 PROSECUTION**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
40200	Full Time Salaries	67,080	These are wages for the Police Prosecutor who prosecutes violations at Dover District Court.
40300	Overtime	500	Overtime
40420	Holiday Pay	3,200	Contractural
40430	Clothing Allowance	400	Clothing allowance for the Police Prosecutor.
41100	Health/Dental Ins	20,280	Health/Dental Insurance
41200	Life & Disability	992	Insurance
41700	Fica/Medicare	1,032	Salary (\$71,180) X 1.45%
41750	Unemploy Insurance	89	Insurance
41775	Workers Comp Insurance	2,260	Insurance
41780	State Retirement	20,122	Salary (\$70,780) X 28.43%
45300	Cleaning Service-Clothes	250	Uniform cleaning - Police Prosecutor.
45700	Contract Services	20,000	This is the cost of a private attorney to review and prosecute more complex cases in Dover District Court.

**136,205**



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 570 FIRE ADMINISTRATION

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	96,911	96,295	100,176
40220	Part Time Salaries	26,844	26,844	27,649
40430	Clothing Allowance	204	600	600
41100	Health/Dental Ins	6,383	6,415	6,448
41200	Life & Disability	1,249	1,304	1,287
41500	Retirees Life Insurance	2,785	2,784	2,784
41700	Fica/Medicare	3,528	3,523	3,640
41750	Unemploy Insurance	123	120	106
41775	Workers Comp Insurance	4,970	6,625	7,088
41780	State Retirement	31,224	30,708	30,143
43000	Travel/Training	218	1,000	1,000
44101	Office Supplies	1,301	1,600	1,600
44150	Period & Forms	342	0	500
44151	Fire Prevention Ed Sup	809	750	750
44400	Vehicle Fuel	691	1,200	1,200
44500	Postage	141	200	200
45500	Association Dues	4,154	4,700	4,700
45600	Telephone	2,035	2,000	2,000
45601	Cell Phones	612	600	600
45702	Misc	83	500	500
45901	Advertising	0	100	100
45910	Physicals	141	0	500
46100	Building Ins	3,561	3,855	3,112
46300	Fleet & Equip Insurance	502	502	502
47200	Office Machine/Software Maint	2,411	2,500	3,500
47600	Vehicle Maintenance	848	1,000	1,000
48101	Electricity	6,737	8,000	8,000
48102	Water & Sewer	2,676	2,500	2,500
48103	Heating Fuel	6,042	6,000	6,000
48106	Internet Services	2,528	2,600	2,600

<i>Fire Administration</i>	<b>210,051</b>	<b>214,825</b>	<b>220,785</b>
<i>Difference From Previous Budget</i>			5,960
<i>Percentage Difference From Previous Budget</i>			2.77%



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 570 FIRE ADMINISTRATION

ACCT NUMBER	DESCRIPTION	19-20 PROPOSED	Detail
40200	Full Time Salaries	100,176	Fire Chief \$100,176
40220	Part Time Salaries	27,649	Part Time Administrative Assistant - 28 Hours/week
40430	Clothing Allowance	600	Clothing Allowance - Fire Chief
41100	Health/Dental Ins	6,448	1 Full Time employee
41200	Life & Disability	1,287	1 Full Time employee
41500	Retirees Life Insurance	2,784	Insurance
41700	Fica/Medicare	3,640	Salary (\$100,176 + \$5,000) * 1.45% + (\$27,649) * 7.65%
41750	Unemploy Insurance	106	PRIMEX Insurance
41775	Workers Comp Insurance	7,088	PRIMEX Insurance
41780	State Retirement	30,143	Salary (\$100,176) X 30.09%
43000	Travel/Training	1,000	Training courses at the Fire Academy and seminars
44101	Office Supplies	1,600	Paper, stationery, other Office Supplies
44150	Period & Forms	500	NFPA books required - state adopted new 2015 codes
44151	Fire Prevention Ed Sup	750	Fire Prevention supplies - helmets, publications, etc.
44400	Vehicle Fuel	1,200	Fuel for Car 1
44500	Postage	200	Postage
45500	Association Dues	4,700	NFPA 200, START 3700, Seacoast Chiefs 200, NHFCA 105, Seacoast air charge 430.
45600	Telephone	2,000	Telephone
45601	Cell Phones	600	1 Cellphone (Car 1)
45702	Misc	500	Promotional Exams
45901	Advertising	100	Newspaper Ads
45910	Physicals	500	Physicals
46100	Building Ins	3,112	PRIMEX
46300	Fleet & Equip Insurance	502	PRIMEX
47200	Office Machine/Software Maint	3,500	FireHouse Software 1100, NFPA Code 1345, one replacement computer
47600	Vehicle Maintenance	1,000	Fire Chief Car - Maint.
48101	Electricity	8,000	Electricity
48102	Water & Sewer	2,500	Water & Sewer
48103	Heating Fuel	6,000	Heating Fuel
48106	Internet Services	2,600	Comcast

220,785



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 580 FIRE FIGHTING

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	695,078	740,615	791,181
40220	Part Time Salaries	29,159	30,000	30,000
40310	Overtime - Fire Replacement	168,039	140,000	140,000
40320	Overtime - Fire Recall	34,785	22,300	25,000
40400	Longevity	1,040	1,040	0
40410	Training	2,916	8,380	8,380
40420	Holiday Pay	45,681	49,570	49,570
40430	Clothing Allowance	11,579	10,400	10,400
40440	Educational Incentive	17,517	20,900	18,600
40470	Leave Buyouts	43	1,500	1,500
41100	Health/Dental Ins	408,174	403,574	376,180
41200	Life & Disability	11,059	9,382	11,242
41700	Fica/Medicare	15,590	16,567	17,442
41750	Unemploy Insurance	960	940	851
41775	Workers Comp Insurance	55,478	74,283	74,283
41780	State Retirement	300,297	313,895	311,200
43000	Travel/Training	3,303	3,800	3,800
44101	Office Supplies	520	0	0
44103	Hardware & Tools	3,104	7,800	5,000
44106	Building Maint Supplies	1,286	1,650	1,600
44400	Vehicle Fuel	6,281	9,000	9,000
44402	Other Petroleum & Chemicals	823	2,000	2,000
44800	Clothing	15,534	18,000	18,000
44901	Miscellaneous Supplies	630	500	500
45500	Association Dues	580	780	780
45910	Physicals	3,969	1,200	1,200
46300	Fleet & Equip Insurance	3,486	3,486	3,486
47500	Operating Equipment Maint	4,865	6,500	6,500
47502	Ems Supplies	1,539	1,500	1,500
47600	Vehicle Maintenance	14,138	15,600	15,600
48200	Building Maint	8,267	4,000	4,000



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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**405 PUBLIC SAFETY****580 FIRE FIGHTING**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
	<i>Fire Fighting</i>	<i>1,865,718</i>	<i>1,919,162</i>	<i>1,938,795</i>
	<i>Difference From Previous Budget</i>			<i>19,633</i>
	<i>Percentage Difference From Previous Budget</i>			<i>1.02%</i>
<hr/>				
	<i>Total Public Safety</i>	<i>5,736,910</i>	<i>6,088,549</i>	<i>6,181,957</i>
	<i>Difference From Previous Budget</i>			<i>93,408</i>
	<i>Percentage Difference From Previous Budget</i>			<i>1.53%</i>



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 580 FIRE FIGHTING

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
40200	Full Time Salaries	791,181	Salary 4 Lieutenants, 12 Firefighters
40220	Part Time Salaries	30,000	Call FF Pay
40310	Overtime - Fire Replacement	140,000	Replacement Overtime
40320	Overtime - Fire Recall	25,000	Staffing for emergency call backs
40410	Training	8,380	In House and Fire Academy training
40420	Holiday Pay	49,570	Holiday Pay per contract
40430	Clothing Allowance	10,400	Contractual and 100.00 each for the Call FF
40440	Educational Incentive	18,600	Contractual
40470	Leave Buyouts	1,500	Contractual
41100	Health/Dental Ins	376,180	Health/Dental Insurance
41200	Life & Disability	11,242	Life/Short Term Disability Insurance
41700	Fica/Medicare	17,442	Salary (\$1,044,631 X 1.45%) + (\$30,000 X 7.65%)
41750	Unemploy Insurance	851	PRIMEX Insurance
41775	Workers Comp Insurance	74,283	PRIMEX Insurance
41780	State Retirement	311,200	Salary (\$1,034,231) X 30.09%
43000	Travel/Training	3,800	Course costs for career & Call FF
44103	Hardware & Tools	5,000	Nozzle's, FF Tools, Battery replacement for radios
44106	Building Maint Supplies	1,600	Janitorial cleaning supplies
44400	Vehicle Fuel	9,000	Fuel for Apparatus
44402	Other Petroleum & Chemicals	2,000	Foam and vehicle cleaners, Speedy Dry
44800	Clothing	18,000	5 Sets of Protective gear along with gloves, hoods and boots, and other gear that gets replaced from wear.




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**405 PUBLIC SAFETY**

**580 FIRE FIGHTING**

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
44901	Miscellaneous Supplies	500	Unanticipated expenses such as emergency food and others.
45500	Association Dues	780	State Firefighter insurance charge
45910	Physicals	1,200	New Hires (career and Call)
46300	Fleet & Equip Insurance	3,486	PRIMEX
47500	Operating Equipment Maint	6,500	Annual aerial ladder and pump tests, small equipment Maintenance for generators, saws, SCBA
47502	EMSSupplies	1,500	Gloves, Oxygen and medical supplies
47600	Vehicle Maintenance	15,600	Maintenance on all apparatus, oil changes, PM and repairs.
48200	Building Maint	4,000	Repairs to overhead doors, Diesel exhaust removal system, and new side door.

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**1,938,795**



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 600 PW ADMINISTRATION

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	589,785	615,988	655,433
40240	Seasonal Salaries	25,770	42,360	42,360
40300	Overtime	63,650	35,000	35,000
40400	Longevity	1,664	1,664	1,664
40430	Clothing Allowance	2,927	3,300	3,300
40450	Standby	11,962	13,600	13,600
41100	Health/Dental Ins	246,173	248,077	246,090
41200	Life & Disability	9,226	10,131	9,656
41500	Retirees Life Insurance	779	780	780
41700	Fica/Medicare	49,859	54,461	57,479
41750	Unemploy Insurance	888	780	692
41775	Workers Comp Insurance	47,474	61,435	61,435
41780	State Retirement	75,497	75,819	78,826
43000	Travel/Training	2,296	2,600	3,000
44101	Office Supplies	1,353	2,100	2,100
44103	Hardware & Tools	762	1,500	2,500
44104	Paging units	207	0	0
44400	Vehicle Fuel	1,257	750	1,000
44500	Postage	130	100	200
44654	Safety Materials	2,788	3,000	3,000
44800	Clothing	2,602	2,000	2,650
45500	Association Dues	50	200	100
45600	Telephone	1,877	2,000	2,000
45601	Cell Phones	1,965	2,000	2,000
45901	Advertising	1,587	1,500	1,600
45910	Physicals	1,101	1,250	1,250





## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 600 PW ADMINISTRATION

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
45914	Permits and Fees	734	1,000	1,000
45950	Rentals	175	1,000	1,000
46100	Building Ins	8,572	8,263	8,263
46300	Fleet & Equip Insurance	13,385	13,385	13,385
47200	Office Machine/Software Maint	1,534	2,500	2,500
47201	Office Equip	1,906	3,000	3,000
47600	Vehicle Maintenance	312	400	1,000
48101	Electricity	6,785	8,000	8,000
48102	Water & Sewer	603	720	720
48103	Heating Fuel	12,894	12,000	12,000
48106	Internet Services	1,043	1,140	1,140
48200	Building Maint	4,206	5,200	7,350

*PW Administration* **1,195,778** **1,239,003** **1,287,073**

*Difference From Previous Budget* **48,070**

*Percentage Difference From Previous Budget* **3.88%**



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 600 PW ADMINISTRATION

ACCT NUMBER	DESCRIPTION	19-20 PROPOSED	Detail
40200	Full Time Salaries	655,433	PW Director \$100,499; PW Executive Assistant \$46,845, 11 PW Employees \$508,089
40240	Seasonal Salaries	42,360	2 Winter Seasonal and 1 Summer Seasonal
40300	Overtime	35,000	Overtime
40400	Longevity	1,664	One employee eligible
40430	Clothing Allowance	3,300	11 Employees - \$300 each
40450	Standby	13,600	Standby pay
41100	Health/Dental Ins	246,090	13 Full Time employees
41200	Life & Disability	9,656	13 Full Time employees
41500	Retirees Life Insurance	780	Retirees Life Insurance
41700	Fica/Medicare	57,479	Salary (\$751,357) X 7.65%
41750	Unemploy Insurance	692	PRIMEX Insurance
41775	Workers Comp Insurance	61,435	PRIMEX Insurance
41780	State Retirement	78,826	Salary (\$705,697) X 11.17%
43000	Travel/Training	3,000	APWA/National Conference, Administrative Assistant development, training, mileage reimbursement, (to budget 1/3 of the cost of the total cost for APWA conference in each Fund, GF, Water Fund and Sewer Fund; total cost estimated at \$2,000)
44101	Office Supplies	2,100	Paper supplies, ink, and other office supplies used at DPW Facility
44103	Hardware & Tools	2,500	Hand tools, replacement of 1 back pack blower, rakes, shovels, forks for skid steer (\$1000)
44400	Vehicle Fuel	1,000	Fuel for Director Vehicle
44500	Postage	200	based on history
44654	Safety Materials	3,000	Personal protective safety gear for Highway employees, replacement of traffic safety cones, barricades, reflective safety vest, Winter jackets, gloves, and First Aid kit maintenance.
44800	Clothing - Safety Boots	2,650	Boots (contractual), \$1,900, winter coats \$450, rain gear \$300.
45500	Association Dues	100	NHPWA
45600	Telephone	2,000	Telephone for Public Works Facility



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 600 PW ADMINISTRATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
45601	Cell Phones	2,000	Aircard for Foreman, and Cell Phones from Verizon
45901	Advertising	1,600	Public Notices and job advertisements
45910	Physicals	1,250	Annual physicals, random drug tests required by DOT.
45914	Permits and Fees	1,000	Annual Wetland Permits, Dig Safe Fees, background checks.
45950	Rentals	1,000	Rent York rake, roller, compactor , aerial lift for downtown street light banners.
46100	Building Ins	8,263	PRIMEX
46300	Fleet & Equip Insurance	13,385	PRIMEX
47200	Office Machine/Software Maint	2,500	1/3 of Vueworks Maintenance Agreement, \$1,300 and \$1,200 for training updates.
47201	Office Equip	3,000	Replacement PC, updates to DPW facility
47600	Vehicle Maintenance	1,000	Service maintenance needs for the Directors vehicle based on average historical expenditure.
48101	Electricity	8,000	Electricity for PW Facility based on historical use.
48102	Water & Sewer	720	Water and Sewer for DPW Facility.
48103	Heating Fuel	12,000	Heating Fuel (propane) for DPW Facility based on historical use.
48106	Internet Services	1,140	Internet service charges from Comcast for DPW Facility at \$95 per month.
48200	Building Maint	7,350	Access door maintenance and repairs, annual boiler/AC maintenance and cleaning, Annual garage door maintenance, maintenance of existing buildings, maintenance to sander stand/hanger.

**1,287,073**



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 610 STREET MAINTENANCE

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
44175	Hot Top/Patch	9,771	20,000	20,000
44176	Traffic Signs	4,026	6,000	6,000
44177	Paint For Roads	36,511	42,000	42,000
44400	Vehicle Fuel	37,931	40,000	40,000
45700	Contract Services	155	250	250
45704	Tree/Stump Removal	775	2,500	2,500
45705	Catch Basin Cleaning	7,844	7,600	7,600
46001	Repairs And Maint	12,990	15,000	15,000
47300	Sweeper Parts	11,031	11,000	11,000
49102	Sidewalk Project	604	5,000	5,000
49104	Road Resurfacing	690,060	900,000	900,000

*Street Maintenance* **811,698** **1,049,350** **1,049,350**

*Difference From Previous Budget* **0**

*Percentage Difference From Previous Budget* **0.00%**



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 610 STREET MAINTENANCE

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
44175	Hot Top/Patch	20,000	Used for general road repairs,
44176	Traffic Signs	6,000	Street Signs, Sign Posts & Hardware
44177	Paint For Roads	42,000	Traffic Marking Paint; White, Yellow,
44400	Vehicle Fuel	40,000	Fuel for all Highway Equipment
45700	Contract Services	250	Outsourced Contractor Services
45704	Tree/Stump Removal	2,500	Tree and Stump removal as needed
45705	Catch Basin Cleaning	7,600	Contract catch basin cleaning - 5yr program (complete 20% each year); linked to MS4 Permit obligations.
46001	Repairs And Maint	15,000	Storm-water mitigation and existing infrastructure repairs or reconstruction. Work performed in-house and or contracted. Expenses related to MS4 compliance requirements.
47300	Sweeper Parts	11,000	Purchase brooms, sprockets, elevator, belts, and to cover unexpected dealer only items such as pumps, jets, bearings.
49102	Sidewalk Project	5,000	Small scale reconstruction of selected sidewalks. In-house and/or contracted
49104	Road Resurfacing	900,000	Funding for annual pavement management repair work.

**1,049,350**




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**406 PUBLIC WORKS AND UTILITIES**

**611 SNOW REMOVAL**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
43000	Travel/Training	415	600	600
44179	Salt and Sand	103,086	120,000	120,000
46000	Contract Services	6,055	5,000	6,000
47301	Snow Equipment Repair	31,599	32,000	32,000
<i>Snow Removal</i>		<b><i>141,155</i></b>	<b><i>157,600</i></b>	<b><i>158,600</i></b>
<i>Difference From Previous Budget</i>				<b><i>1,000</i></b>
<i>Percentage Difference From Previous Budget</i>				<b><i>0.63%</i></b>




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**406 PUBLIC WORKS AND UTILITIES**

**611 SNOW REMOVAL**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>19-20 PROPOSED</b></i>	<i><b>Detail</b></i>
43000	Travel/Training	600	Expenses incurred for employees meals when working 12 continuous hours or more, snow and ice management seminars and winter briefings.
44179	Salt and Sand	120,000	For purchase for sand and salt for snow and ice management. 5 year average.
46000	Contract Services	6,000	Contracted Services: -Trucking/Hauling -Plowing if needed
47301	Snow Equipment Repair	32,000	Maintenance of holder tractors and attachments, Cutting edges for all equipment, Maintenance of all snow removal equipment (plows, sanders)

***158,600***




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**406 PUBLIC WORKS AND UTILITIES**

**613 STREET LIGHTING**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
45430	Street Lights	76,813	87,500	87,500
45431	Traffic Lights-Utilities	9,547	8,600	9,200
45433	Traffic lights-Maint & Repairs	15,260	11,000	11,000

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<i>Street Lighting</i>	<b>101,621</b>	<b>107,100</b>	<b>107,700</b>
<i>Difference From Previous Budget</i>			600
<i>Percentage Difference From Previous Budget</i>			0.56%





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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**406 PUBLIC WORKS AND UTILITIES****613 STREET LIGHTING**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
45430	Street Lights	87,500	Electricity for City street lights based on historical averages. City upgraded all street lights to LED technology, resulting in Energy costs being reduced over the past years.
45431	Traffic Lights-Utilities	9,200	Eversource utility charges based on historical average.
45433	Traffic lights-Maint & Repairs	11,000	Estimated maintenance and repairs to City traffic signal system; outside contractor used for repairs.
		<b>107,700</b>	




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**406 PUBLIC WORKS AND UTILITIES**

**620 EQUIPMENT MAINTENANCE**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
44103	Hardware & Tools	2,831	4,325	2,400
44401	Heavy Equipment Maint	69,608	60,000	60,000
44402	Other Petroleum & Chemicals	9,439	8,500	9,228
44403	Cylinders	517	1,432	1,432
<i>Equipment Maintenance</i>		<b>82,395</b>	<b>74,257</b>	<b>73,060</b>
<i>Difference From Previous Budget</i>				<b>-1,197</b>
<i>Percentage Difference From Previous Budget</i>				<b>-1.61%</b>




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**406 PUBLIC WORKS AND UTILITIES**

**620 EQUIPMENT MAINTENANCE**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>19-20 PROPOSED</b></i>	<i><b>Detail</b></i>
44103	Hardware & Tools	2,400	on-line service subscription to All-Data (\$1,600), Tool allowance for mechanic per negotiated contract (\$300), Annual car lift inspection (must be done every year per NH law) (\$300), Northern tool supplies Yearly Subscription (\$39.99) High Capacity Drain Pan for Heavy trucks (\$100)
44401	Heavy Equipment Maint	60,000	Repairs to (5) one-tons and foreman's truck (\$6,500), Repairs to (6) 6 wheelers (\$10,000), bolts, hoses, chains, belts, filters, drill bits, abrasives (\$15,000), Repairs to loaders (\$8,000), Unscheduled repairs (\$10,000), new electric tarp for truck 309 (\$2,350), Re-spring truck 309 (\$5,811.96), Sand blast and paint dump body on truck 206 (\$2,000),
44402	Other Petroleum & Chemicals	9,228	5w-30 motor oil (\$1,284.80), Parts Washer service (\$1,000), anti-freeze (\$275), hydraulic oil aw32 (\$1,969), Hydraulic oil aw46 for sweeper and holders (\$984.50), Heavy truck oil 15w40 (\$998.75), Diesel fuel additive (\$538.20), Chain lube for salters (\$799.96), Chassis grease (\$831.60), Window wash (\$99.85), Brake cleaner and misc fluids (\$ 446.04)
44403	Cylinders	1,432	Welding gas (\$1,000), Cylinder rental (\$36/month)
		<b>73,060</b>	



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 630 CITY ENGINEER

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	0	80,000	90,000
41100	Health/Dental Ins	0	9,629	20,281
41200	Life & Disability	0	1,184	1,152
41500	Retirees Life Insurance	534	400	550
41700	Fica/Medicare	0	6,120	6,885
41750	Unemploy Insurance	0	90	53
41775	Workers Comp Insurance	0	2,460	2,500
41780	State Retirement	0	9,104	10,053
43000	Travel/Training	47	750	1,500
43500	Training/Licenses	0	0	1,420
44101	Office Supplies	0	750	500
44400	Vehicle Fuel	0	500	600
45800	Printing	0	0	150
45908	Consultant	43,266	3,000	0
47200	Office Machine/Software Maint	3,900	2,550	3,309
<i>City Engineer</i>		<b>47,747</b>	<b>116,537</b>	<b>138,953</b>
<i>Difference From Previous Budget</i>				22,416
<i>Percentage Difference From Previous Budget</i>				19.24%



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 630 CITY ENGINEER

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	90,000	City Engineer
41100	Health/Dental Ins	20,281	1 Full Time employee
41200	Life & Disability	1,152	1 Full Time employee
41500	Retirees Life Insurance	550	Retirees Life Insurance
41700	Fica/Medicare	6,885	Salary (\$90,000) X 7.65%
41750	Unemploy Insurance	53	PRIMEX Insurance
41775	Workers Comp Insurance	2,500	PRIMEX Insurance
41780	State Retirement	10,053	Salary (\$90,000) X 11.17%
43000	Travel/Training	1,500	Registration fees for conferences or professional development
43500	Training/Licenses	1,420	\$270 annual NH American Society of Civil Engineers dues \$150 - NH Professional Engineer renewal fee (2 year license) \$1,000 allowance to cover registraion fees for training to earn NH PE credits.
44101	Office Supplies	500	Miscellaneous office supplies and other equipment to support engineering work.
44400	Vehicle Fuel	600	Fuel
45800	Printing	150	Allowance for printing plans or other large documents
47200	Office Machine/Software Maint	3,309	\$1,575/year - AutoCad annual license fee, \$400 - ArcGIS annual license fee \$1,333.33 - VueWorks fee

**138,953**



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 650 BUILDINGS AND GROUNDS

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
44110	Op Supplies - Grounds/Landscaping	0	0	1,000
45700	Contract Services	43,452	36,250	41,250
45703	Adopt a Spot	2,901	1,800	750
47500	Operating Equipment Maint	1,895	1,500	1,500
<i>Buildings and Grounds</i>		<b>48,248</b>	<b>39,550</b>	<b>44,500</b>
<i>Difference From Previous Budget</i>				4,950
<i>Percentage Difference From Previous Budget</i>				12.52%



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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**406 PUBLIC WORKS AND UTILITIES****650 BUILDINGS AND GROUNDS**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
44110	Op Supplies - Grounds/Landscaping	1,000	Bark Much, weed killer, etc.
45700	Contract Services	41,250	City contract out mowing and landscaping of parks, cemeteries, and other open spaces. Current mowing contractor is JLG Landscape Services.
45703	Adopt a Spot	750	Supplies and materials for Adopt-a-Spot program, mulch, flowers, signage.
47500	Operating Equipment Maint	1,500	Repairs to small engine equipment and hand mowers/ weed whackers
		<b>44,500</b>	



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 660 CEMETERY

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
43000	Travel/Training	0	150	150
43700	Cemetery Promotional Events	0	620	620
44100	Operating Supplies	75	50	50
44101	Office Supplies	0	50	0
44108	Flowers Plantings Trees	353	250	300
44601	Maintenance	1,006	3,500	3,500
48102	Water & Sewer	0	150	150
48200	Building Maint	6,122	4,000	4,000
<i>Cemetery</i>		<b>7,556</b>	<b>8,770</b>	<b>8,770</b>
<i>Difference From Previous Budget</i>				0
<i>Percentage Difference From Previous Budget</i>				0.00%






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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**406 PUBLIC WORKS AND UTILITIES**

**660 CEMETERY**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
43000	Travel/Training	150	NHCA, \$20, NHCA Annual Meeting, \$50, NECA, \$50
43700	Cemetery Promotional Events	620	promotional items for up to 5 events
44100	Operating Supplies	50	General operating supplies for Cemetery Trustee work/staff support.
44108	Flowers Plantings Trees	300	Flowers for seasonal plantings, \$200, compost and bark mulch for garden areas. \$100.
44601	Maintenance	3,500	Hazard tree removal, 3 trees @ \$1K each, material for roads, grass seed mix, and repair of 2 historically significant headstones at Forest Glade Cemetery.
48102	Water & Sewer	150	Water and Sewer Charges
48200	Building Maint	4,000	Building Maintenance: Carpentry repairs due to varmint damage, painting, roofing, waterproofing, structural shoring. -Chapel -Utility Garage -Well Houses -Fence -Signage

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8,770




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**406 PUBLIC WORKS AND UTILITIES**

**670 SOLID WASTE COLLECTION**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
45425	HHHCD Hazardous Waste	1,985	2,000	2,000
45426	Lamprey Apportionment	4,266	4,251	4,251
45446	Curbside Recycling	162,792	145,000	170,000
48104	Trash Collection	8,102	9,000	9,000
<i>Solid Waste Collection</i>		<b>177,144</b>	<b>160,251</b>	<b>185,251</b>
<i>Difference From Previous Budget</i>				25,000
<i>Percentage Difference From Previous Budget</i>				15.60%
<i>Total Public Works and Utilities</i>		<b>2,613,343</b>	<b>2,952,418</b>	<b>3,053,257</b>
<i>Difference From Previous Budget</i>				100,839
<i>Percentage Difference From Previous Budget</i>				3.42%



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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**406 PUBLIC WORKS AND UTILITIES****670 SOLID WASTE COLLECTION**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
45425	HHHCD Hazardous Waste	2,000	Annual Participation with the City of Rochester and other surrounding communities in a household hazardous waste collection day.
45426	Lamprey Apportionment	4,251	Lamprey Apportionment Fee to the City of Somersworth.
45446	Curbside Recycling	170,000	Estimated tonnage at 780 tons of single stream @ \$183.50 per ton (7-1-19 - 6-30-20), plus additional charge of \$75k/tipping fee due to the cost impacts from global commodity reaction to single stream recycling
48104	Trash Collection	9,000	10 yd dumpster rental charge, plus charges related to recycling toters at DPW Facility, charges based on historical usage at the facility.

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**185,251**



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 407 OTHER EXPENSES

#### 700 TRANSFER TO DEBT SERVICE

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
49700	High St. Corridor - Principal	65,000	65,000	65,000
49701	High St. Corridor - Interest	8,531	5,119	1,706
49725	New City Hall - Principal	70,000	70,000	70,000
49726	New City Hall - Interest	14,613	11,025	7,350
49735	Police Station	230,000	225,000	225,000
49736	Police Station Int	34,125	24,209	14,297
49737	Downtown Imp - Prin	116,875	116,875	116,875
49738	Downtown Imp - Int	67,930	61,385	55,132
49739	Downtown Imp/Bridge Prin	29,400	29,400	29,400
49740	Downtown Imp/Bridge Int	16,684	15,185	13,686
49741	High Street Paving - Prin	85,500	85,500	85,500
49742	High Street Pavint - Int	32,704	28,343	23,983

**771,362**

**737,041**

**707,929**

-29,112

*Transfer to Debt Service*

-3.95%

*Difference From Previous Budget*

*Percentage Difference From Previous Budget*



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 407 OTHER EXPENSES

#### 700 TRANSFER TO DEBT SERVICE

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
49700	High St. Corridor - Principal	65,000	<b>\$130,000 Principal, 6,825 Int. Outstanding</b>
49701	High St. Corridor - Interest	1,706	<b>Final Payment FY2019-2020</b>
49725	New City Hall - Principal	70,000	<b>\$210,000 Principal, 22,050 Int. Outstanding</b>
49726	New City Hall - Interest	7,350	<b>Final Payment FY2020-2021</b>
49735	Police Station	225,000	<b>\$900,000 Principal, 43,950 Int. Outstanding</b>
49736	Police Station Int	14,297	<b>Final Payment FY2021-2022</b>
49737	Downtown Imp - Prin	116,875	<b>\$1,279,250 Principal, 346,131 Int. Outstanding</b>
49738	Downtown Imp - Int	55,132	<b>Final Payment FY2028-2029</b>
49739	Downtown Imp/Bridge Prin	29,400	<b>\$352,800 Principal, 89,288 Int. Outstanding</b>
49740	Downtown Imp/Bridge Int	13,686	<b>Final Payment FY2029-2030</b>
49741	High Street Paving - Prin	85,500	<b>\$598,500 Principal, 106,832 Int. Outstanding</b>
49742	High Street Paving - Int	23,983	<b>Final Payment FY2024-2025</b>

**707,929**




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**407 OTHER EXPENSES**

**705 CAPITAL LEASES**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
49315	Fire/Pumper Truck	72,587	72,588	0
49321	2013 DPW Equipment	66,390	66,390	0
49322	Financial Software	50,864	50,864	50,764
49323	City Vehicle Leases	132,435	222,435	295,069
49341	Police Taser Lease	0	0	11,192
<i>Capital Leases</i>		<b>322,276</b>	<b>412,277</b>	<b>357,025</b>
<i>Difference From Previous Budget</i>				-55,252
<i>Percentage Difference From Previous Budget</i>				-13.40%



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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**407 OTHER EXPENSES****705 CAPITAL LEASES**

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
49322	Financial Software	50,764	One (1) payment - July 1, 2019
49323	City Vehicle Leases	295,069	THREE LEASES- 2017 One (1) Payment - July 15, 2019 2018 Four (4) Payments - May 15, 2020, 2021, 2022, 2023 2019 Five (5) Payments - Sept. 10, 2019, 2020, 2021, 2022, 2023
49341	Police Taser Lease	11,192	Four (4) payments left, July 2019,2020,2021,2022
		357,025	



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 407 OTHER EXPENSES

#### 710 TRANSFER TO OTHER CAPITAL FUNDS

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
49807	Sidewalk Improvement CRF	10,000	10,000	10,000
49808	Accrued Liability	5,000	5,000	5,000
49810	Facility Maintenance CRF	10,000	10,000	10,000
49812	Superfund Landfill Monitoring	75,598	75,598	87,958
49813	Recreational Facilities CRF	0	3,000	3,000
<i>Transfer to Other Capital Funds</i>		<b>100,598</b>	<b>103,598</b>	<b>115,958</b>
<i>Difference From Previous Budget</i>				12,360
<i>Percentage Difference From Previous Budget</i>				11.93%
<i>Total Other Expenses</i>		<b>1,194,235</b>	<b>1,252,916</b>	<b>1,180,912</b>
<i>Difference From Previous Budget</i>				-72,004
<i>Percentage Difference From Previous Budget</i>				-5.75%





## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 407 OTHER EXPENSES

#### 710 TRANSFER TO OTHER CAPITAL FUNDS

ACCT NUMBER	DESCRIPTION	19-20 PROPOSED	Detail
49807	Sidewalk Improvement Capital Reserve	10,000	Capital Improvement Program to provide for Sidewalk Maintenance program. Balance in CRF = \$31,445
49808	Accrued Liability	5,000	Expendable trust fund to support liability - employee termination pay for accrued vacation, sick, etc. Balance = \$74,503
49810	Facility Maintenance CRF	10,000	Capital Improvement Program to provide for Unanticipated Facility Maintenance. Balance in CRF = \$98,552
49812	Superfund Landfill Monitoring	87,958	Monitoring costs for superfund landfill engineering, attorney fees, misc. Total budget = \$174,175 - GE Share = (\$174,175 X 49.5% = \$86,217)
49813	Recreational Facilities CRF	3,000	Capital Improvement Program to provide for Recreational Facilities Improvements. Balance in CRF = \$28,337

115,958

Description	Balance 1/31/2019
Municipal Transportation Fund	\$193,904.00
Sidewalk CRF	\$31,507.00
Accrued Liability Fund	\$74,650.00
Building Maintenance	\$98,745.00
Recreational Facilities CRF	\$28,393.00
<b>Total Capital/Non-Capital Reserve Funds</b>	<b>\$427,199.00</b>



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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**408 OTHER EXPENSES****800 CONTINGENCY**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
0999	Contingency	17,855	76,000	76,000
<i>Contingency</i>		<b>17,855</b>	<b>76,000</b>	<b>76,000</b>
<i>Difference From Previous Budget</i>				0
<i>Percentage Difference From Previous Budget</i>				0.00%



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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**408 OTHER EXPENSES****800 CONTINGENCY**

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
0999	Contingency	76,000	Contingency. Includes wages for non-union and CBA's to be negotiated, and other unforeseen emergencies and expenses.
		<b>76,000</b>	



## GENERAL FUND FY2019-2020 PROPOSED BUDGET

### 408 OTHER EXPENSES

#### 900 CAPITAL OUTLAY

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
49004	Replace Audio/Video System PD	0	28,540	0
49054	City Hall HVAC Control	46,371	0	0
49055	Fire SCBA Replacement	0	0	4,368
49069	Replace Portable Radios Fire	33,615	0	52,545
49072	Snow Equipment - DPW	1,800	6,350	0
49082	Downpayment on Vehicle Lease	17,750	20,000	20,000
49087	LED Streetlighting Project	18,880	0	0
49088	Asphalt Planer	0	12,250	0
49089	Police Taser Replacement	0	8,592	0
49090	City Hall Roof	0	0	71,000
49095	Police Duty Weapon Replacement	0	0	10,000

*Capital Outlay* **118,416** **75,732** **157,913**

*Difference From Previous Budget* **82,181**

*Percentage Difference From Previous Budget* **108.52%**

	17-18 BUD	18-19 PROPOSED
<b>Total General Fund Appropriations</b>	<b>\$13,349,101</b>	<b>\$13,594,837</b>

<b>Increase/(Decrease) in Gross G/F Budget</b>	<b>\$245,736</b>
<b>Percentage change in Gross G/F Budget</b>	<b>1.84%</b>




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**408 OTHER EXPENSES**

**900 CAPITAL OUTLAY**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
49055	Fire SCBA Replacement	4,368	<b>SCBA RIT Pack</b>
49069	Replace Portable Radios Fire	52,545	<b>Portable Radios - \$39,438 Vehicle Mobile Radios - \$13,107</b>
49082	Downpayment on Vehicle Lease	20,000	<b>Down payment on Vehicle lease</b>
49090	City Hall Roof	71,000	<b>Replace City Hall Roof</b>
49095	Police Duty Weapon Replacement	10,000	<b>Replace PD Duty Weapons - Cost after trade in</b>

**157,913**




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**408 OTHER EXPENSES**

**810 INTERGOVERNMENTAL ASSESSMENTS**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
2500	County Tax	2,382,236	2,509,614	2,593,400
	<i>Intergovernmental Assessment</i>	<b>2,382,236</b>	<b>2,509,614</b>	<b>2,593,400</b>
	<i>Difference From Previous Budget</i>			83,786
	<i>Percentage Difference From Previous Budget</i>			3.34%

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*County estimates of Taxes to be raised as submitted on 1/10/2019 = \$32,792,561*

*Somersworth's prior years percentage of assessment = 7.9085*

*Current Estimate as of 1/10/2019 = (\$32,792,561 X 7.9085%) = \$2,593,400*




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**409 SCHOOL DEPARTMENT**

**900 SCHOOL EXPENSES**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
2000	Educational Expenses	24,035,548	23,903,071	23,850,450

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<i>School Expenses</i>	<b>24,035,548</b>	<b>23,903,071</b>	<b>23,850,450</b>
<i>Difference From Previous Budget</i>			-52,621
<i>Percentage Difference From Previous Budget</i>			-0.22%




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**GENERAL FUND FY2019-2020 PROPOSED BUDGET**

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**409 SCHOOL DEPARTMENT**

**910 SCHOOL DEBT SERVICE**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
2901	Transfer to Debt - Principal	1,355,286	1,315,716	1,251,980
2902	Transfer to Debt - Interest	520,146	507,803	600,683
<i>School Debt Service</i>		<b>1,875,432</b>	<b>1,823,519</b>	<b>1,852,663</b>
<i>Difference From Previous Budget</i>				29,144
<i>Percentage Difference From Previous Budget</i>				1.60%
<i>Total School Department</i>		<b>25,910,980</b>	<b>25,726,590</b>	<b>25,703,113</b>
<i>Difference From Previous Budget</i>				-23,477
<i>Percentage Difference From Previous Budget</i>				-0.09%





## ENTERPRISE FUNDS ESTIMATED REVENUE

	WASTE WATER	WATER	SOLID WASTE
<b>* Rates</b>	<b>\$7.32/100</b> <b>Cubic Ft.</b>	<b>\$5.04/100</b> <b>Cubic Ft.</b>	<b>\$1.85 - 30 Gal Bag</b> <b>\$1.30 - 15 Gal Bag</b>
Fees	2,645,000	2,576,450	420,000
Grants	156,539	0	0
Job Work & Merchandise	75,000	75,000	0
	<b>2,876,539</b>	<b>2,651,450</b>	<b>420,000</b>
<b>Gross Budget</b>	<b>2,290,705</b>	<b>2,286,386</b>	<b>417,550</b>
<b>Estimated Budget Surplus/(Deficit)</b>	<b>585,834</b>	<b>365,064</b>	<b>2,450</b>

***Rates approved by City Council:***

Effective Date		Wastewater		Water		Solid Waste
July 1, 2017		\$6.05/100 Cubic Ft.		\$4.40/100 Cubic Ft.	January 1, 2016	\$1.80 - 30 Gal Bag \$1.25 - 15 Gal Bag
July 1, 2018		\$6.65/100 Cubic Ft.		\$4.71/100 Cubic Ft.	January 1, 2017	\$1.85 - 30 Gal Bag \$1.30 - 15 Gal Bag
July 1, 2019		\$7.32/100 Cubic Ft.		\$5.04/100 Cubic Ft.		
July 1, 2020		\$8.05/100 Cubic Ft.		\$5.40/100 Cubic Ft.		



## WASTE WATER FUND FY 2019-2020 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 695 WASTE WATER

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
40200	Full Time Salaries	304,464	310,031	329,934
40300	Overtime	7,222	25,000	25,000
40430	Clothing Allowance	984	1,800	1,800
40440	Educational Incentive	2,300	2,300	2,300
41100	Health/Dental Ins	139,283	148,294	154,136
41200	Life & Disability	4,241	4,379	4,299
41700	Fica/Medicare	22,560	25,943	27,466
41750	Unemploy Insurance	296	320	372
41775	Workers Comp Insurance	8,018	10,687	10,687
41780	State Retirement	35,567	38,388	39,903
43000	Travel/Training	919	1,500	1,500
43500	Training/Licenses	1,220	1,451	1,451
44100	Operating Supplies	1,609	2,500	2,500
44101	Office Supplies	1,523	1,800	1,800
44104	Paging units	219	200	200
44400	Vehicle Fuel	1,377	2,000	2,000
44402	Other Petroleum & Chemicals	575	1,008	1,000
44500	Postage	246	300	300
44654	Safety Materials	693	1,500	2,000
44662	Sodium Hypochlorite	30,556	28,590	36,518
44663	Coagulant Polymer	40,050	39,520	42,880
44668	Misc Chemicals	2,337	3,000	3,000
44669	Sodium Aluminate	20,057	22,000	24,375
44670	Sodium Bisulfite	24,554	30,590	27,000
44800	Clothing - Safety Boots	548	1,000	1,800
45100	City Attorney/Legal Services	0	5,000	5,000
45200	Account & Audit	3,001	5,000	5,000
45421	Collection System Maint.	6,418	20,000	20,000
45441	Reimb City Departments	55,000	92,345	105,854
45600	Telephone	4,529	3,540	4,080
45700	Contract Services	26,970	36,899	30,000
45901	Advertising	0	0	200
45905	IT Consultant	2,502	2,500	7,345
45910	Physicals	64	150	150
45915	Title Search Fees	707	1,500	1,000
45950	Rentals	2,000	2,000	2,000
46001	Repairs And Maint	58,251	100,631	100,631



## WASTE WATER FUND FY 2019-2020 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 695 WASTE WATER

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
46002	Solid Waste Disposal	166,307	198,000	202,500
46100	Building Ins	59,437	59,143	59,143
46300	Fleet & Equip Insurance	765	765	765
47201	Office Equip	6,918	8,773	8,500
47351	Lab Equipment & Testing	26,869	23,070	27,502
48101	Electricity	147,701	170,000	165,000
48102	Water & Sewer	35,895	50,522	50,522
48103	Heating Fuel	21,612	29,000	29,000
48109	Propane	414	1,200	1,200
49330	Blackwater Road Pump Station	521,239	0	0
49340	Engineering - Wastewater Treatment Facility Upgrade	187,030	0	0
49737	Downtown Imp - Prin	37,400	37,400	37,400
49738	Downtown Imp - Int	21,033	19,613	17,612
49777	SRF Loan Payment-Prin	539,440	535,161	530,904
49778	SRF Loan Payment-Interest	122,155	136,913	120,870
49781	Financial Software Lease	14,306	14,306	14,306
<i>Waste Water</i>		<b>2,719,382</b>	<b>2,257,532</b>	<b>2,290,705</b>
<i>Difference From Previous Budget</i>				<b>33,173</b>
<i>Percentage Difference From Previous Budget</i>				<b>1.47%</b>



## WASTE WATER FUND FY 2019-2020 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 695 WASTE WATER

ACCT NUMBER	DESCRIPTION	19-20 PROPOSED	Detail
40200	Full Time Salaries	329,934	6 Full Time and 1 Shared Billing Clerk
40300	Overtime	25,000	Overtime hours for call-backs, holiday work and miscellaneous duties.
40430	Clothing Allowance	1,800	Contractural
40440	Educational Incentive	2,300	Contractural
41100	Health/Dental Ins	154,136	Health/Dental Insurance
41200	Life & Disability	4,299	Life and Short Term Disability Insurance
41700	Fica/Medicare	27,466	Salary (\$359,034) X 7.65%
41750	Unemploy Insurance	372	PRIMEX Insurance
41775	Workers Comp Insurance	10,687	PRIMEX Insurance
41780	State Retirement	39,903	Salary (\$357,234) X 11.17%
43000	Travel/Training	1,500	Director attendance for APWA National conference share to WWTF is \$650, NEWEA conference; \$850
43500	Training/Licenses	1,451	Certification training \$50/class (10 classes/yr) , IPP/Lab training \$50/class (4-classes per year), Annual NHWPCA dues (\$35/employee (6), LANH dues \$100, Chemical Purchasing Program dues \$100, Association dues for Director.
44100	Operating Supplies	2,500	General supplies including janitorial (\$1,500) Replacement bags for headworks building (screenings & grit) (\$1,200)
44101	Office Supplies	1,800	General office supplies (paper, ink cartridges, toner etc.)
44104	Paging units	200	Off-site pager for on-call personnel
44400	Vehicle Fuel	2,000	Fuel for wastewater vehicles which includes 3/4 ton pick-up, Loader, Zero turn lawn mower and snow blower.
44402	Other Petroleum & Chemicals	1,000	Used for the WWTF and Blackwater Rd pump station generators.
44500	Postage	300	Used for correspondence with NH-DES & US- EPA
44654	Safety Materials	2,000	Personal Protective Equipment Rain gear \$150/employee (6 - employees) Miscellaneous supplies (eye protection, gloves, hearing protection)
44662	Sodium Hypochlorite	36,518	Purchased through the SMRWC Chemical Cooperative. Chemical Cost for 2019 reflects a \$0.251 increase over 2018. - \$0.961/gal Estimated annual usage - 38,000



## WASTE WATER FUND FY 2019-2020 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 695 WASTE WATER

ACCT NUMBER	DESCRIPTION	19-20 PROPOSED	Detail
44663	Coagulant Polymer	42,880	Used to aid in solids (sludge) removal. Chemical Cost for 2019 - \$10.72/gals Estimated annual usage is 4,000 gals
44668	Misc Chemicals	3,000	Defoamer - Used to remove foam from the effluent prior to discharging to the Slamon Falls river. Chemical cost for 2019 -\$8.36/gal. Estimated annual use - 350 gals
44669	Sodium Aluminate	24,375	Chemical cost for 2019 - \$3.75/gal Estimated annual usage - 6,500 gals. Increase in cost over last year due to \$0.38 price increase over 2018 cost. Estimate
44670	Sodium Bisulfite	27,000	Chemical Cost for 2019 - \$2.44/gal (summer blend) Estimated annual usage - 4,500 gals Chemical cost for 2019 - \$3.18/gal (winter blend) Estimated annual usage - 4,500 gals.
44800	Clothing/Safety Boots	1,800	6 employees x (OSHA boots) \$300/employee = \$1,800.
45100	City Attorney/Legal Services	5,000	Legal matters concernng permit renewal.
45200	Account & Audit	5,000	Annual Audit
45421	Collection System Maint.	20,000	Sewer Infrastructure maintenance & reconstruction -Easement mowing -Jetting & Cleaning -Slip lining of deteriorated pipe for I/I-MS4 Permit -Pipe installation -Excavation -Pipe and fitting stock -Root removal/prevention -CCTV Services
45441	Reimb City Departments	105,854	Cost allocation - DPW Dir. (\$20,000), City Manager (\$25,000), Finance Dir. (\$15,000), City Engineer (\$45,854). City Engineer represent 1/3 of cost.
45600	Telephone	4,080	This covers five dedicated telephone lines at the WWTF used for voice, SCADA, fire alarm and man-down system. Two pump station telephone lines located at Blackwater Rd and Hawthorne Circle. Additional phone lines at Main St pump station & West High St for SCADA - \$45/month - Add \$1,080



## WASTE WATER FUND FY 2019-2020 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
45700	Contract Services	30,000	Annual flow meter/gas meter calibration - \$1,162 Annual fire extinguisher maintenance 20-units - \$1,205 Annual crane inspection (2-at WWTF, 1-Blackwater Rd pump station) \$1,000 Annual/Semi-Annual chlorine analyzer maintenance - \$2,396 Annual HVAC services laboratory, main building and Blackwater Rd pump station - \$2,000 Annual laboratory equipment calibrations - \$505 Annual/Semi-Annual sludge analysis - \$758 Annual Salmon Falls river monitoring - \$5,550 Annual Industrial Pretreatment Program analysis - \$1,015 Annual/Semi-Annual Whole Effluent Toxicity (WET) analysis - \$4,840. Main St pump station SCADA integration - \$4,705.0 This is the third pump station added to the overall SCADA software which allows remote access. West High St will be the last pump station added next year completing the fully remote access program.
45901	Advertising	200	Advertising for employee applicants
45905	IT Consultant	7,345	City wide IT support with Back Bay Networks. Munis & Vadar - \$4,845
45910	Physicals	150	Annual physicals for 6-employees x \$25/employee
45915	Title Search Fees	1,000	Consultant for deed research to apply lien on overdue accounts
45950	Rentals	2,000	Split Utility billing office rent with Water Utility.



## WASTE WATER FUND FY 2019-2020 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

ACCT NUMBER	DESCRIPTION	19-20 PROPOSED	Detail
46001	Repairs And Maint	100,631	Unscheduled and scheduled corrective maintenance on aging equipment - \$20,000 Replace (1) chemical feed pump - \$4,000 Annual chemical pump maintenance (replacement heads) - \$1,500 Repair/overhaul (7) zone mixers - \$19,600 (\$2,800/mixer) Scheduled preventative maintenance on facility and (5) pump stations - \$20,000 Generator maintenance - \$3,000 (4 - standby generators) Replacement cloth for (1) disc filter - \$12,185.80 (48 pieces x \$239=\$11,472) (Miscellaneous hardware & Freight - \$713.80) Replace Laboratory office rooftop air conditioner due to complete failure - \$10,810 Replace Chief Operator office air conditioner due to complete failure - \$9,589
46002	Solid Waste Disposal	202,500	Sludge/Bio-solids generated through the breakdown of treated wastewater. Current WM contract disposal cost for sludge - \$81/ton. Estimate 2,500 tons x \$81 tons = \$202,500
46100	Building Ins	59,143	Building Insurance
47201	Office Equip	8,500	Maintenance of computers and network - \$2,500 Replacement of Chief Operator computer - \$1,500 (includes monitor, desktop, microsoft office 2016) VUEWorks software license - \$1,333.33 Allen Bradley PLC card - \$3,500 Software license and replacement items.
47351	Lab Equipment & Testing	27,502	Lab supplies - \$1,500/month QA/QC requirements - \$1,000 NH-ELAP (Laboratory association membership) dues - \$486 NH ELAP audit - \$1,647.57 Replace water purification system - \$6,369




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## WASTE WATER FUND FY 2019-2020 PROPOSED BUDGET

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### 406 ENTERPRISE FUNDS

#### 695 WASTE WATER

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
48101	Electricity	165,000	Electrical use at the wastewater treatment facility & pump stations. WWTF electricity - \$145,441.09 (used 1,044,150 KWH) Blackwater Rd pump station - \$8,719.79 (used 50,777 KWH) Main St pump station - \$2,677.42 (used 14,848 KWH) West High St pump station - \$471.88 (used 1,592 KWH) Hawthorne Circle (Gerrish Commons) - \$1,192.56 (used 7,133 KWH)
48102	Water & Sewer	50,522	Water cost for the wastewater treatment facility. Meter # 1480344758 - \$6,853.10 Meter # 1832340351 - \$43,668.68
48103	Heating Fuel	29,000	Used for heat at the WWTF and for the Main St pump station standby generator. WWTF natural gas use - \$28,000 Main St natural gas use - \$1,000
48109	Propane	1,200	Heat for Blackwater Rd pump station and Hawthorne Circle pump station standby generator. Blackwater Rd propane use - \$800 Hawthorne Circle pump station use - \$400
49737	Downtown Imp - Prin	37,400	Final Payment FY 2028-2029
49738	Downtown Imp - Int	17,612	\$371,960 Principal, \$91,090 Interest Outstanding
49777	Srf Loan Payment-Princ	530,904	Two Bonds - Final payment on large issue FY 2025-2026, on small issue FY 2029-2030
49778	Srf Loan Payment-Interest	120,870	Two bonds - \$3,791,738 Principal, \$534,962 interest outstanding
49781	Financial Software Lease	14,306	One (1) payment left - July 1, 2019

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2,290,705





## **WATER FUND FY 2019-2020 PROPOSED BUDGET**

### **406 ENTERPRISE FUNDS**

#### **690 WATER DEPARTMENT**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
40200	Full Time Salaries	335,104	328,298	341,810
40300	Overtime	10,066	12,000	12,000
40430	Clothing Allowance	2,459	1,800	1,800
40440	Educational Incentive	2,700	2,700	2,700
40450	Standby	5,840	26,208	26,208
41100	Health/Dental Ins	161,341	149,119	146,417
41200	Life & Disability	5,019	4,867	4,986
41500	Retirees Life Insurance	491	491	491
41700	Fica/Medicare	26,202	28,387	29,415
41750	Unemploy Insurance	429	420	372
41775	Workers Comp Insurance	9,795	13,056	13,056
41780	State Retirement	40,009	42,024	42,749
43000	Travel/Training	1,916	3,615	3,715
44101	Office Supplies	4,856	4,000	4,000
44104	Paging units	392	384	384
44400	Vehicle Fuel	2,825	3,000	3,000
44500	Postage	17,561	22,000	22,000
44654	Safety Materials	2,189	2,500	2,500
44657	Backflow Distribution	11	300	300
44661	Sodium Hydroxide	56,425	74,520	64,000
44662	Sodium Hypochlorite	4,985	5,700	7,688
44664	Polymer Aid	9,867	9,900	9,900
44665	Activated Carbon	13,440	13,440	16,560
44666	Poly Phosphate	18,384	19,000	19,000
44668	Misc Chemicals	6,270	12,000	12,000
44669	Aluminum Sulphate	58,502	76,480	84,800



## WATER FUND FY 2019-2020 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
44800	Clothing	1,920	1,500	1,800
	City Attorney/Legal	0	5,000	5,000
45100	Services			
45200	Account & Audit	3,001	5,000	5,000
45401	Repairs To Mains	10,059	20,000	20,000
45403	Repairs To Services	2,553	8,000	8,000
45404	Repairs To Hydrants	9,571	8,000	8,000
45422	Repair WTP Struct & Eq.	19,816	31,000	31,000
45441	Reimb City Departments	57,000	92,345	117,854
45448	Lagoon Cleaning	43,996	60,000	60,000
45600	Telephone	5,216	5,400	5,000
45601	Cell Phones	1,272	1,700	1,700
45700	Contract Services	66,390	67,500	67,500
45905	IT Consultant	2,502	3,000	3,500
45908	Consultant	104	7,500	7,500
45910	Physicals	95	0	0
45915	Title Search Fees	707	1,500	1,000
45950	Rentals	2,000	2,000	2,000
46100	Building Ins	29,496	29,495	29,495
46300	Fleet & Equip Insurance	2,288	2,288	2,288
47200	Office Machine/Software	350	1,200	5,000
	Maint			
47201	Office Equip	4,901	6,000	8,400
47351	Lab Equipment & Testing	5,008	28,585	25,140
47352	Other Distrib. Equipment	12,034	3,500	4,000
47600	Vehicle Maintenance	1,660	2,500	2,500
48101	Electricity	1,270	135,000	135,000
48103	Heating Fuel	124,302	1,500	3,000
48104	Trash Collection	1,932	1,500	1,000
48109	Propane	670	33,000	33,000
49326	One-Ton Utility Truck	31,166	26,500	0
49353	Meters	15,758	21,525	21,525



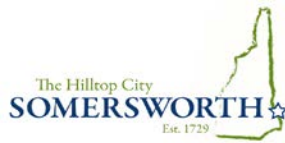
## WATER FUND FY 2019-2020 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 PROPOSED
49391	Water TOC Analyzer	41,896	0	0
49393	Somersworth/Dover Interconnect Project	0	30,200	0
49394	Noble Pine Water Tank Rehab	0	0	100,000
49395	Paint Section of WTP	0	0	18,500
49396	Rocky Hill Rd Well Analysis	0	0	75,000
49397	Maganese Analyzer	0	0	24,000
49737	Downtown Imp - Prin	79,475	79,475	79,475
49738	Downtown Imp - Int	44,693	41,742	37,490
	Water Upgrade NHMBB	90,000	90,000	90,000
49754	Prin			
49755	Water Upgrade NHMBB INT	40,448	34,363	30,538
49756	Water Upgrade-SRF-Prin	215,000	220,000	230,000
49757	Water Upgrade-SRF-INT	40,983	96,500	87,700
49762	High ST Bond-Prin	9,500	9,500	9,500
49763	High St Bond- Int	3,455	3,149	2,665
49781	Financial Software Lease	14,465	14,465	14,465

<i>Water Department</i>	<b><i>1,834,032</i></b>	<b><i>2,087,641</i></b>	<b><i>2,286,386</i></b>
<i>Difference From Previous Budget</i>			<b><i>198,745</i></b>
<i>Percentage Difference From Previous Budget</i>			<b><i>9.52%</i></b>



## **WATER FUND FY 2019-2020 PROPOSED BUDGET**

### **406 ENTERPRISE FUNDS**

#### **690 WATER DEPARTMENT**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
40200	Full Time Salaries	341,810	6 Full Time employees and 1 Shared Billing Clerk
40300	Overtime	12,000	Overtime for distribution and WTP employees
40430	Clothing Allowance	1,800	\$300 per employee X 6 employees
40440	Educational Incentive	2,700	Three employees eligible
40450	Standby/SCADA Pay	26,208	On-call pay Dist. and WTP.
41100	Health/Dental Ins	146,417	Health & Dental Insurance
41200	Life & Disability	4,986	Life and Short Term Disability Insurance
41500	Retirees Life Insurance	491	Retirees Life Insurance
41700	Fica/Medicare	29,415	Salary (\$384,518) x 7.65%
41750	Unemploy Insurance	372	PRIMEX Insurance
41775	Workers Comp Insurance	13,056	PRIMEX Insurance
41780	State Retirement	42,749	Salary (\$382,718) x 11.17%
43000	Travel/Training	3,715	Employee licenses \$600; NEWWA membership \$240; NHWWA membership \$115; Other operator training related to maintaining operator licenses and current regulation \$2100; 1/3 share of the Directors APWA Conference fee (\$660)
44101	Office Supplies	4,000	Toner and paper for state reporting at the DWTF. Paper and supplies for the billing clerk. Typical incidentals and consumables for both offices. Provide for 1 replacement PC for the Chief Water Treatment Operator (\$1,500)
44104	Paging units	384	2 Pagers @ \$32 for both, covers treatment and distribution recalls
44400	Vehicle Fuel	3,000	Vehicle fuel for 4 water division vehicles including 1 Ford F-150, 1 Ford Transit, 1 Ford F-350, and 1 Chevy 3500 utility truck
44500	Postage	22,000	Billing for Utilities Mailing for Water Treatment Plant and Distribution
44654	Safety Materials	2,500	PPE for treatment personnel (PPE chemical boots, suits, nitrile gloves) Purchase of traffic barricades, safety cones, caution tape, safety chains, safety straps, winter gloves, and cold weather gear for distribution operators, AED for water treatment plant; \$1275.00
44657	Backflow Distribution	300	Backflow testing equipment calibrations. Backflow repair parts.



## WATER FUND FY 2019-2020 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

ACCT NUMBER	DESCRIPTION	19-20 PROPOSED	Detail
44661	Sodium Hydroxide	64,000	Cost 2019-2020 \$1.0247 Cost 2018-2019 \$1.242 Projected usage 62,000 gallons
44662	Sodium Hypochlorite	7,688	Cost 2019-2020 \$0.9610/ gallon Cost 2018-2019 \$0.7114/ gallon Projected use 8,000 gallons
44664	Polymer Aid	9,900	Cost \$2.48/lb. Average usage 8lbs/ day
44665	Activated Carbon	16,560	8000lbs/ year @ 2.07/lb
44666	Poly Phosphate	19,000	2019-2020 cost \$1.98/ lb 2018-2019 cost \$1.91/ lb Used for corrosion control in the distribution system (lead & copper control)
44668	Misc Chemicals	12,000	Microsand for Actiflo process. Estimated 6 tons @ \$300/ton Potassium Permanganate for pre-oxidation, iron, and manganese removal; cost \$1.53/lb
44669	Aluminum Sulphate	84,800	80,000 gal/ year @ 1.060/ gal 2017-2018 cost @0.956/ gal
44800	Clothing	1,800	6 Employee's @ \$300 each
45100	City Attorney/Legal Services	5,000	Legal Service as needed
45200	Account & Audit	5,000	Annual audit
45401	Repairs To Mains	20,000	Water main repair parts, fittings, valves, excavation services and materials for site restoration.
45403	Repairs To Services	8,000	New service and service repair parts. Site restoration materials (gravel, loam, asphalt, etc). Excavation and traffic control services.
45404	Repairs To Hydrants	8,000	Replacement hydrants. Assorted parts and supplies for repair and maintenance such as collision repair kits, drain rods, baskets, paint and lubricants. Excavation and traffic control services



## WATER FUND FY 2019-2020 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
45422	Repair WTP Struct & Eq.	31,000	Peristaltic pump tubing (2 rolls for \$51.50 ea, 2 rolls @ \$80.25 ea, 2 rolls @ \$103.00, 2 rolls @ \$157.00 ea) -Online pH probe replacement (3 per year rotating replacement) \$3270 -Actiflo replacement parts (wearable & lubricants) \$5000.00 -MCC/ VFD/ PLC maintenance supplies \$4000.00 - Cleaning of vaults and waste tank (annual) \$3000.00 -Intake screen cleaning (divers) \$3000.00 - Filter media replenishment \$3500.00 -Other (parts for contract work, janitorial supplies, etc.) \$6500.00 Replacement peristaltic pumps (2/ year over the next 2 years) \$4790.00 - Unforeseen building repairs and equipment \$3500.00 Water tower yearly maintenance \$4000.00
45441	Reimb City Departments	117,854	Administrative Cost Allocation - Public Works Dir. (\$37,000), City Manager (\$20,000), Finance Dir. (\$15,000), City Engineer (\$45,854)
45448	Lagoon Cleaning	60,000	Lagoon clean out and maintenance on rotating schedule. Lagoon #1 cleaned out on odd years, lagoon #2 and #3 cleaned out together on even years.
45600	Telephone	5,000	Voce, Data, Telemetry (cell phones separate) Service from Fairpoint, etal.



## WATER FUND FY 2019-2020 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

ACCT NUMBER	DESCRIPTION	19-20 PROPOSED	Detail
45601	Cell Phones	1,700	Average \$131.00/ month for cell phones (3 lines)
45700	Contract Services	67,500	<b>OUTSIDE SERVICES COMP.</b> Hach Service Maintenance Plan \$10,500.00 BWI Instrumentation (contract + parts) \$2,800.00 annual instrumentation calibration HVAC maintenance at WTP (contract + parts) \$3,000.00 annual HVAC system maintenance RJC Electrical \$3,000.00 Electrical service repairs Laviolette Controls electrical & controls \$3,000.00 SCADA system maintenance (PLC and Motor control) Meter Testing of Large Meters \$3,600.00 Test meters 4 inches and larger Lab and instrument certification, elevator inspection \$1,300.00 required annually Generator and large pump (Cummins, Flyght/ITT, Layne etc) \$4,600.00 annual maintenance on vital equip. Compaction Testing Services for Water related excavations \$1,200.00 fire extinguisher testing and replacement \$200.00 Printing of annual CCR \$4000.00
45905	IT Consultant	3,500	City wide IT support with Back Bay Networks.
45908	Consultant	7,500	Consulting Services as needed
45915	Title Search Fees	1,000	Consultant for deed research to apply liens on overdue accounts.
45950	Rentals	2,000	Rent for billing office in City Hall - split cost with Sewer Utility.
46100	Building Ins	29,495	PRIMEX
46300	Fleet & Equip Insurance	2,288	PRIMEX
47200	Office Machine/Software Maint	5,000	Meter reading equipment maintenance contract. Technical support, extended warranty and loaner devices. Munis & Vadar \$4850.00
47201	Office Equip	8,400	Folder/sorter machine New office PC x 2 -\$2400.00



## WATER FUND FY 2019-2020 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 PROPOSED</i>	<i>Detail</i>
47351	Lab Equipment & Testing	25,140	State and Independent Lab Analysis (Coliform, Pb-Cu, LT2, UCMR, DBPs) Bacteria Testing \$1300.00 TOC \$900.00 TTHM \$1500.00 HAA5 \$1500.00 pb-cu \$1600.00 backwash \$1200.00 other testing (IOC/SOC/Wellfield) \$1400.00, UCMR4 \$3,300 Long Term Enhanced Surface Water Treatment Rule, Round 2, EPA required testing for crypto \$5697.00 Lab & portable supplies Lab Testing Reagents Aluminum \$120.00 Cl2 \$80.00 Total Hardness \$100 Copper \$40.00 Iron \$36.00 Manganese \$600.00 Lead \$300.00 Nitrates \$34.00 Nitrites \$30.00 Phosphorous \$50.00 Total Trihalomethane \$60.00 Filter Paper \$1100.00 pH Buffers \$270.00 pH Probe \$700.00 Assorted Glassware Online instruments (Streaming current, pH, TOC) Chlorine Meter Reagents Chlorine Meter Maintenance Kit TOC Reagents Pump parts and accessories. Weed trimmer for hydrant and easement maintenance. Main and service valve wrenches. Pressure recorders. Water quality test kits. Shovels, hand tools, tapping bits and other tools and materials related to hands on maintenance.
47352	Other Distrib. Equipment	4,000	Vehicle repair and maintenance
47600	Vehicle Maintenance	2,500	





## WATER FUND FY 2019-2020 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

ACCT NUMBER	DESCRIPTION	19-20 PROPOSED	Detail
48101	Electricity	135,000	Purchased Power W.T.P. electricity for main plant (average \$9221/ month 2016) Small Power costs- tanks, well, and warehouse
48103	Heating Fuel	3,000	This is for the emergency back-up generator for the treatment plant (1200 gal/ year). Load exercising and emergency use @ \$2.50/ gallon
48104	Trash Collection	1,000	Dumpster at water treatment plant
48109	Propane	33,000	Propane- heating fuel for treatment plant/ warehouse.
49353	Meters	21,525	Meters, associated brass, meter repair parts. radio transmitters and assorted fittings.
49394	Noble Pine Water Tank Rehab	100,000	Study/Engineering for improvements or replacement of Noble Pines Water Tank. In 2020-2025 CIP.
49395	Paint Section of WTP	18,500	Paint a section of the Water Treatment Plant
49396	Rocky Hill Rd Well Analysis	75,000	Engineering fees to determine the feasibility of the well field on Rocky Hill Road as a water source.
49397	Maganese Analyzer	24,000	Purchase a manganese analyzer
49737	Downtown Imp - Prin	79,475	Final payment FY 2028-2029
49738	Downtown Imp - Int	37,490	\$790,415 principal, \$193,629 interest outstanding
49754	Water Upgrade - NHMBB Prin	90,000	Final Payment FY 2027-2028
49755	Water Upgrade NHMBB INT	30,538	\$810,000 Principal, \$144,894 Interest outstanding
49756	Water Upgrade-SRF-Prin	230,000	Final Payment FY 2027-2028
49757	Water Upgrade-SRF-INT	87,700	\$2,560,000 Principal, \$438,800 Interest outstanding
49762	High ST Bond-Prin	9,500	Final Payment FY 2024-2025
49763	High St Bond- Int	2,665	\$57,000 Principal, \$8,722 Interest outstanding
49781	Financial Software Lease	14,465	One (1) payments - July 1, 2019
		2,286,386	




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**SOLID WASTE FUND FY 2019-2020 PROPOSED BUDGET**


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**410 ENTERPRISE FUNDS**
**670 SOLID WASTE DISPOSAL**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
49600	Bags	53,869	49,000	53,650
49601	Recycle Bins	2,406	1,500	0
49602	Bulky Waste Stickers	295	400	400
49603	Audit Costs	278	500	500
49604	Bulky Waste Disposal	6,873	10,000	10,000
49606	Collection Service	344,169	350,000	353,000

*Solid Waste Disposal* **407,891** **411,400** **417,550**

*Difference From Previous Budget* **6,150**

*Percentage Difference From Previous Budget* **1.49%**



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**SOLID WASTE FUND FY 2019-2020 PROPOSED BUDGET**

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**410 ENTERPRISE FUNDS****670 SOLID WASTE DISPOSAL**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
49600	Bags	53,650	Purchase of bags for resale to residents, based on past history.
49602	Bulky Waste Stickers	400	Bulky Waste Stickers
49603	Audit Costs	500	Annual Audit
49604	Bulky Waste Disposal	10,000	Pick up of Bulky Waste based on historic average, residents purchase bulky waste stickers to off set costs.
49606	Collection Service	353,000	Estimated 2138 tons of MSW at FY19-20 rate of \$165.00/ton

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**417,550**



## **CABLE FUND FY 2019-2020 PROPOSED BUDGET**

### **409 CABLE/COMMUNITY OUTREACH**

#### **990 CABLE FUND**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 PROPOSED</b>
40220	Part Time Salaries	20,064	20,064	20,666
40240	Seasonal Salaries	1,345	2,400	2,400
41700	Fica/Medicare	1,637	1,718	1,765
41750	Unemploy Insurance	184	180	53
41775	Workers Comp Insurance	38	50	355
43000	Travel/Training	0	600	600
44100	Operating Supplies	1,908	2,500	2,500
45100	City Attorney/Legal Services	0	2,500	2,500
45700	Contract Services	8,953	6,000	10,000
47201	Office Equip	188,140	20,000	20,000
<i>Cable Fund</i>		<b>222,269</b>	<b>56,012</b>	<b>60,839</b>
<i>Difference From Previous Budget</i>				<b>4,827</b>
<i>Percentage Difference From Previous Budget</i>				<b>0.00%</b>




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**CABLE FUND FY 2019-2020 PROPOSED BUDGET**


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**409 CABLE/COMMUNITY OUTREACH**


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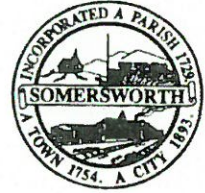
**990 CABLE FUND**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 PROPOSED</b>	<b>Detail</b>
40220	Part Time Salaries	20,666	Cable TV Coordinator 20Hrs per week
40240	Seasonal Salaries	2,400	Camera Operators for Meeting Broadcast
41700	Fica/Medicare	1,765	Salary (\$23,066) x 7.65%
41750	Unemploy Insurance	53	PRIMEX Insurance
41775	Workers Comp Insurance	355	PRIMEX Insurance
43000	Travel/Training	600	NHCCM Monthly Meetings
44100	Operating Supplies	2,500	Various electronic equipment for broadcasting and streaming.
45100	City Attorney/Legal Services	2,500	Cable TV Franchise Fee agreement
45700	Contract Services	10,000	Live and Archived Streaming, Adobe Premier Pro, other contracted services.
47201	Office Equip	20,000	City and School Equipment replacement

**60,839**



**SCHOOL ADMINISTRATIVE UNIT FIFTY SIX**  
**Rollinsford School District – Somersworth School District**  
51 West High Street  
Somersworth, NH 03878  
(603) 692-4450 • Fax (603)692-9100



To: Honorable Mayor Dana Hilliard  
City Council Members  
Bob Belmore, City Manager  
Scott Smith, Finance Director

From: Somersworth School Board  
Robert Gadomski, Superintendent of Schools  
Katie Krauss, Business Administrator

Date: February 22, 2019

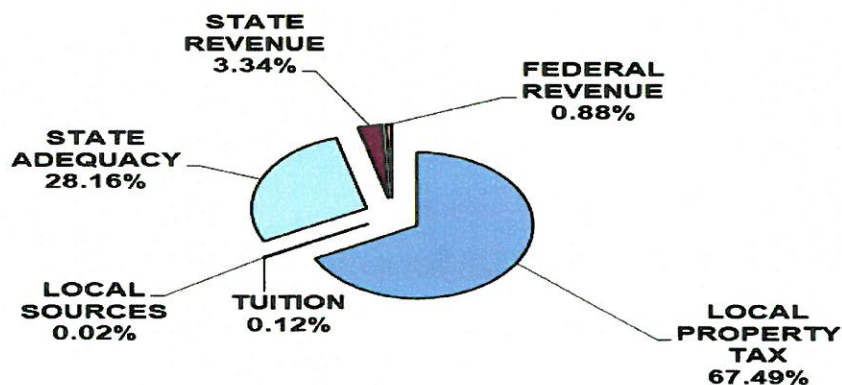
Regards: FY 2019-2020 School Department Proposed Budget

**Revenues**

Fiscal Year 2019-2020 proposed School Department General Fund appropriations will be supported from the following estimated revenue sources:

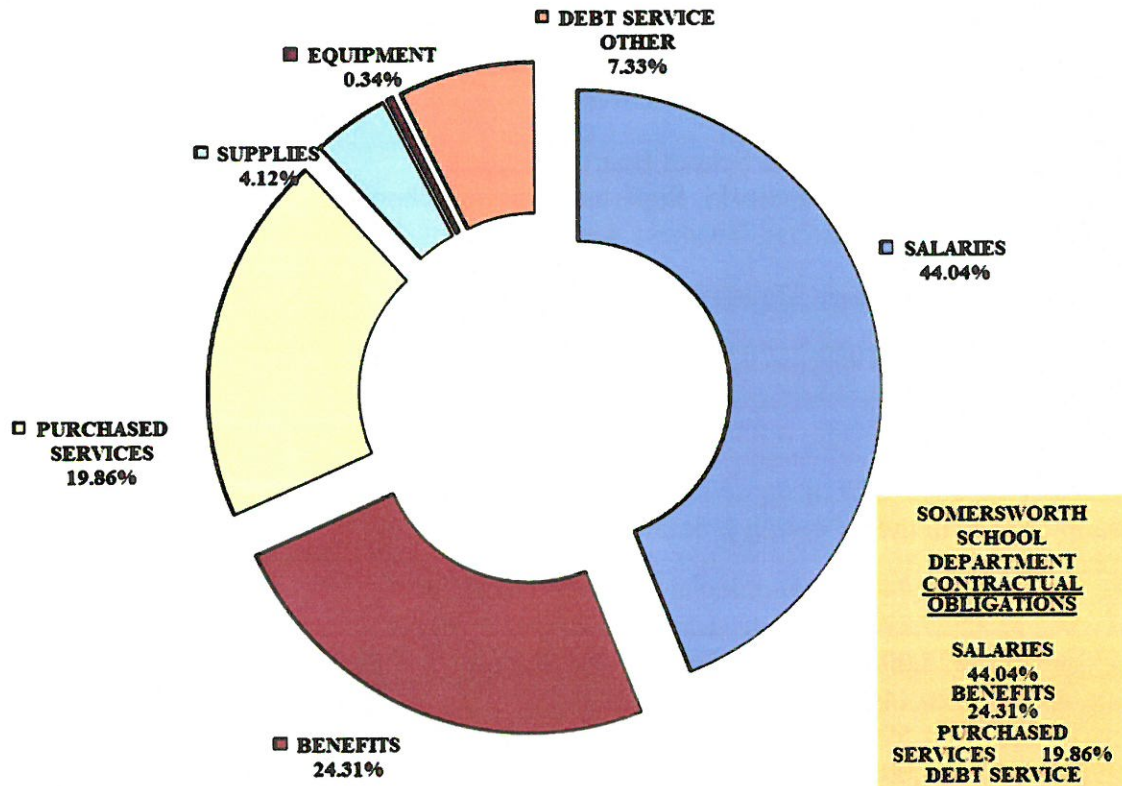
- \$17,347,448 in Municipal Property Taxes
- \$ 7,237,372 in State Adequacy Grant
- \$ 225,000 in Medicaid Reimbursement
- \$ 126,140 in Kindergarten Aid
- \$ 551,594 in Building Aid
- \$ 162,000 in Special Education Aid
- \$ 18,000 in Tri-City Career Technical Aid
- \$ 31,559 in Tuition
- \$ 4,000 in Miscellaneous

**FY 2020 - Estimated**



## Expenditures

The following chart is a summary of the General Fund proposed budget by major category:



## Net Budget Summary

2018-2019 Approved Budget	\$ 25,726,590
Tax Cap Increase	\$ 413,196
Less: Decrease in Revenue	\$ (436,673)
2019-2020 Total Proposed Budget	\$ 25,703,113
<b>Total Budget Decrease</b>	<b>\$ (23,477)</b>

Attached please find the FY 2019-2020 Somersworth School Department Proposed Budget.

Thank you.

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**GENERAL FUND REVENUE ESTIMATES**

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	<b>FY 18-19</b>	<b>FY 19-20</b>
<b><u>SCHOOL:</u></b>		
STATE ADEQUACY GRANT	7,470,238	7,237,372
MEDICAID REIMBURSEMENT	225,000	225,000
BUILDING AID	654,048	551,594
KINDERGARTEN AID	126,140	126,140
SPECIAL EDUCATION AID	162,000	162,000
TRI-CITY CAREER TECHNICAL AID	18,000	18,000
TUITION	132,912	31,559
MISCELLANEOUS SCHOOL	4,000	4,000
<b><u>SUBTOTAL SCHOOL INTERGOVERNMENTAL</u></b>	<b><u>8,792,339</u></b>	<b><u>8,355,665</u></b>
 <b>DECREASE IN REVENUES FROM PREVIOUS YEAR</b>		<b>(436,673)</b>
<b>PERCENTAGE OF DECREASE IN REVENUES</b>		<b>-4.97%</b>





**SCHOOL DEPARTMENT FY 2019-2020 APPROVED BUDGET**

<b>PERSONNEL</b>	<b>18-19 ACTUAL STAFFING</b>	<b>19-20 APPROVED STAFFING</b>	<b>CHANGE</b>	<b>19-20 Proposed STAFF REDUCTIONS - LOCATION TBD</b>
<b>IDLEHURST ELEMENTARY SCHOOL</b>				Teachers (2.6)
Principal	1.0	1.0	0.0	Paraprofessionals (4.0)
Assistant Principal	0.5	0.5	0.0	<b>TOTAL STAFF REDUCTIONS (6.6)</b>
Guidance	2.0	2.0	0.0	
Teachers	31.7	31.7	0.0	
Clerical	2.0	2.0	0.0	
Paraprofessionals	21.0	20.0	(1.0)	
Other (ESOL Assistant, & Speech Assistant)	2.0	2.0	0.0	
Custodians	3.5	3.5	0.0	
<b>MAPLE WOOD ELEMENTARY SCHOOL</b>				
Principal	1.0	1.0	0.0	
Assistant Principal	0.5	0.5	0.0	
Guidance	1.0	1.0	0.0	
Teachers	28.4	27.8	(0.6)	
Clerical	1.0	1.0	0.0	
Paraprofessionals	13.0	12.0	(1.0)	
Other	0.0	0.0	0.0	
Custodians	2.5	2.5	0.0	
<b>SOMERSWORTH MIDDLE SCHOOL</b>				
Principal	1.0	1.0	0.0	
Assistant Principal	1.0	1.0	0.0	
Guidance	2.0	2.0	0.0	
Teachers	33.3	32.8	(0.5)	
Clerical	2.0	2.0	0.0	
Paraprofessionals	17.0	16.0	(1.0)	
Other (Inclusion Program Assistant, Speech Assistant)	1.0	1.0	0.0	
Custodians	3.5	3.5	0.0	
<b>SOMERSWORTH HIGH SCHOOL</b>				
Principal	1.0	1.0	0.0	
Assistant Principal	1.0	1.0	0.0	
Guidance	2.0	2.0	0.0	
Teachers	34.7	34.2	(0.5)	
Clerical	3.0	3.0	0.0	
Paraprofessionals	16.0	15.0	(1.0)	
Other	2.0	2.0	0.0	
Custodians	3.0	3.0	0.0	
<b>CAREER TECHNICAL CENTER</b>				
Director	1.0	1.0	0.0	
Guidance	1.0	1.0	0.0	
Teachers	9.5	8.5	(1.0)	
Clerical	1.0	1.0	0.0	
Paraprofessionals	1.0	1.0	0.0	
Other	0.0	0.0	0.0	
Custodians	2.0	2.0	0.0	
<b>OTHER</b>				
Facilities Director	1.0	1.0	0.0	
Maintenance	1.0	1.0	0.0	
Special Education Liaison	0.5	0.5	0.0	



**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**1100 REGULAR EDUCATION**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	Teacher Salaries	687,842	1,001,839	1,036,350
5110	Paraprofessional Salaries	89,919	47,340	48,764
5110	Homebound Tutor Salaries	0	0	0
5110	Substitutes Salaries	24,493	21,100	21,100
5200	Health & Dental Insurance	249,917	289,942	272,793
5200	Life & Disability	3,243	4,184	4,184
5200	FICA/Medicare	57,515	81,876	84,625
5200	State Retirement	125,292	174,612	185,019
5300	Contracted Services	0	0	0
5400	Maintenance Agreement	10,841	4,200	5,626
5400	Equipment Repairs	0	200	0
5400	Copier Lease/Purchase	8,580	8,227	10,210
5600	General Supplies	10,781	17,900	12,715
5600	Print Media	4,172	2,000	2,566
5600	Software	1,950	8,692	9,065
5700	Computer Hardware	1,037	8,000	0
5700	Furniture	0	0	3,000
5700	Other Equipment	0	0	1,500
<b>Regular Education</b>		<b>1,275,582</b>	<b>1,670,113</b>	<b>1,697,519</b>
<b>Difference From Previous Budget</b>				<b>27,406</b>
<b>Percentage Difference From Previous Budget</b>				<b>1.64%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**1200 SPECIAL EDUCATION**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	SPED Teacher Salaries	145,181	211,229	216,392
5110	SPED Paraprofessional Salaries	236,334	248,694	237,639
5200	SPED Health & Dental Insurance	143,459	235,858	196,230
5200	SPED Life & Disability	1,657	2,222	2,074
5200	SPED FICA/Medicare	27,632	35,185	34,732
5200	SPED State Retirement	51,686	64,971	65,062
5300	SPED Contracted Services	0	0	40,594
5500	SPED Tuition	96,777	115,673	294,206
5600	SPED Supplies	1,301	1,500	1,000
5600	SPED Technology Supplies	30	155	0
5600	SPED Print Media	459	1,242	1,000
5600	SPED Software	663	663	0
5700	SPED Computer Hardware	0	0	0
5700	SPED Furniture	0	0	0
5700	SPED Other Equipment	0	0	0
5110	ESL Teacher Salaries	0	36,138	37,536
5200	ESL Teacher Benefits	0	11,005	10,695
5600	ESL Supplies	0	0	0
5300	Gifted & Talented - Services	783	850	0
5600	Gifted & Talented - Supplies	0	0	0
<b>Special Education</b>		<b>705,962</b>	<b>965,385</b>	<b>1,137,160</b>
<b>Difference From Previous Budget</b>				<b>171,775</b>
<b>Percentage Difference From Previous Budget</b>				<b>17.79%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2120 GUIDANCE SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	Guidance Salaries	64,625	38,427	40,066
5200	Guidance - Health & Dental Insurance	18,562	10,361	9,774
5200	Guidance - Life & Disability	355	158	157
5200	Guidance - FICA/Medicare	4,668	2,940	3,065
5200	Guidance - State Retirement	11,219	6,671	7,132
5300	Guidance-Contracted Services	0	0	800
5600	Guidance Supplies	0	0	100
5600	Guidance Subscriptions and Books	0	0	0
5800	Guidance Dues	69	70	0
<b>Guidance Services</b>		<b>99,497</b>	<b>58,626</b>	<b>61,094</b>
<b>Difference From Previous Budget</b>				<b>2,468</b>
<b>Percentage Difference From Previous Budget</b>				<b>4.21%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2130 HEALTH SERVICES**

ACCT NUMBER	DESCRIPTION	17-18	18-19 BUD	19-20
		ACTUAL		APPROVED
5110	Nurse Salary	47,729	48,579	49,329
5200	Nurse - Health & Dental Insurance	25,107	25,551	24,087
5200	Nurse - Life & Disability	192	180	182
5200	Nurse - FICA/Medicare	3,223	3,716	3,774
5200	Nurse - State Retirement	8,286	8,433	8,781
5400	Nursing Maintenance Agreements	0	0	0
5600	Nursing Supplies	195	200	400
5600	Nursing Software	681	700	700
5700	Nursing Computer Hardware	0	0	0
5700	Nursing Other Equipment	0	0	0
<b>Health Services</b>		<b>85,412</b>	<b>87,360</b>	<b>87,252</b>
<b>Difference From Previous Budget</b>				<b>(108)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-0.12%</b>



**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2150 SPEECH & LANGUAGE SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	Speech Teacher Salaries	68,595	51,985	21,744
5200	Speech - Health & Dental Insurance	18,807	19,142	7,224
5200	Speech - Life & Disability	376	248	247
5200	Speech - FICA/Medicare	4,774	3,977	1,663
5200	Speech - State Retirement	11,908	9,025	3,870
5300	Speech-Professional Services	0	0	562
5600	Speech Supplies	532	690	400
5600	Speech Print Media	0	0	100
<b>Speech &amp; Language Services</b>		<b>104,992</b>	<b>85,067</b>	<b>35,812</b>
<b>Difference From Previous Budget</b>				<b>(49,255)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-57.90%</b>



**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2210 TESTING SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5300	Testing Services-Contracted Services	350	5,820	5,820
5600	Testing Supplies	561	1,500	0
5600	Testing Print Media	0	0	400
<b>Testing Services</b>		<b>911</b>	<b>7,320</b>	<b>6,220</b>
<b>Difference From Previous Budget</b>				<b>(1,100)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-15.03%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2222 LIBRARY SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 Librarian Salaries	22,782	23,202	23,677
5200 Librarian - Health & Dental Insurance	9,711	10,220	9,635
5200 Librarian - Life & Disability	8	198	198
5200 Librarian - FICA/Medicare	1,526	1,775	1,811
5200 Librarian - State Retirement	0	4,028	4,215
5600 Library Supplies	0	0	150
5600 Library Print Media	0	1,090	2,000
5600 Library Electronic Media	0	0	0
5600 Library Software	1,103	375	1,103
5700 Library Computer Hardware	0	0	0
5700 Library Other Equipment	0	0	0
<b>Library Services</b>	<b>35,129</b>	<b>40,888</b>	<b>42,789</b>
<b>Difference From Previous Budget</b>			<b>1,900</b>
<b>Percentage Difference From Previous Budget</b>			<b>4.65%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2400 SCHOOL ADMINISTRATION SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	Clerical Salaries	38,849	40,430	41,645
5110	Administrator Salaries	80,000	83,200	85,696
5110	Head Teacher Stipend	11,859	0	0
5200	Health & Dental Insurance	29,213	13,002	12,442
5200	Life & Disability	873	1,092	1,091
5200	FICA/Medicare	9,602	9,458	9,742
5200	State Retirement	20,368	19,044	19,906
5200	Professional Development	0	0	0
5400	Maintenance Agreement	0	0	0
5400	Equipment Repairs	0	0	0
5500	Postage	1,199	1,099	1,600
5600	General Supplies	3,095	1,000	2,500
5600	Subscriptions and Books	0	0	0
5600	Software	0	0	0
5700	Computer Hardware	0	0	0
5700	Furniture	0	0	0
5700	Other Equipment	0	0	0
5800	Dues	765	765	800
<b>School Administration Services</b>		<b>195,823</b>	<b>169,090</b>	<b>175,421</b>
<b>Difference From Previous Budget</b>				<b>6,331</b>
<b>Percentage Difference From Previous Budget</b>				<b>3.74%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	Custodial Salaries	100,907	99,216	102,180
5200	Custodial - Health & Dental Insurance	12,121	12,323	12,006
5200	Custodial - Life & Disability	984	564	564
5200	Custodial - FICA/Medicare	7,873	7,590	7,817
5200	Custodial - State Retirement	9,288	9,033	9,131
5600	Custodial Supplies	6,090	7,000	5,000
5700	Custodial Equipment	0	0	0
5400	Water & Sewer	5,308	6,400	6,400
5400	Performance Contract Lease	0	0	26,963
5500	Telephone	1,914	3,200	2,700
5600	Natural Gas	32,419	32,000	32,000
5600	Electric	44,726	55,000	28,037
5400	Lawn Care	403	1,000	500
5400	Equipment Repairs	20,123	29,630	17,800
5600	Maintenance Materials	2,899	5,500	3,500
5400	Maintenance Contingency	0	0	0
5400	Special Projects	0	25,500	0
<b>Custodial &amp; Maintenance Services</b>		<b>245,054</b>	<b>293,956</b>	<b>254,598</b>
<b>Difference From Previous Budget</b>				<b>(39,358)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-13.39%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2700 TRANSPORTATION SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5500	Field Trip/Cocurricular Transportation	0	0	700
<i>Transportation Services</i>		0	0	700
<i>Difference From Previous Budget</i>				700
<i>Percentage Difference From Previous Budget</i>				0.00%

<i>Maple Wood Elementary School</i>	2,748,365	3,377,805	3,498,565
<i>Difference From Previous Budget</i>			120,760
<i>Percentage Difference From Previous Budget</i>			3.58%

Principal		1.0	1.0
Assistant Principal		-	-
Guidance		1.0	1.0
Teachers		28.4	27.8
Clerical		1.0	1.0
Paraprofessionals		13.0	12.0
Other		-	-
Custodians		2.5	2.5
Students	296	361	TBD

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**1100 REGULAR EDUCATION**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 Teacher Salaries	1,254,685	1,126,479	1,154,589
5110 Paraprofessional Salaries	102,809	181,889	187,598
5110 Homebound Tutor Salary	0	0	0
5110 Substitutes Salaries	54,384	48,900	48,900
5200 Health & Dental Insurance	465,018	460,486	456,072
5200 Life & Disability	5,664	4,754	4,755
5200 FICA/Medicare	101,562	103,831	106,418
5200 State Retirement	228,384	214,753	224,952
5400 Maintenance Agreement	12,663	8,300	9,522
5400 Equipment Repairs	0	5,415	0
5400 Copier/Lease Purchase	12,354	12,391	14,374
5600 General Supplies	38,108	21,018	17,500
5600 Print Media	10,562	11,500	4,000
5600 Software	0	0	8,250
5700 Computer Hardware	0	5,000	0
5700 Furniture	0	4,000	0
5700 Other Equipment	0	0	0
<b>Regular Education</b>	<b>2,286,193</b>	<b>2,208,717</b>	<b>2,236,930</b>
<b>Difference From Previous Budget</b>			<b>28,213</b>
<b>Percentage Difference From Previous Budget</b>			<b>1.28%</b>



**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**1200 SPECIAL EDUCATION**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 SEE Teacher Salaries	43,245	44,785	46,325
5110 SEE Paraprofessional Salary	55,835	57,341	59,066
5110 SEE Paraprofessional Salary	0	0	0
5110 SPED Teacher Salaries	277,484	224,594	229,889
5110 SPED Paraprofessional Salaries	382,817	251,121	238,050
5200 SPED Health & Dental Insurance	325,507	285,418	258,971
5200 SPED Life & Disability	3,628	2,615	2,469
5200 SPED FICA/Medicare	53,858	44,205	43,858
5200 SPED State Retirement	104,469	80,729	81,203
5300 SPED Professional Services	33,775	32,782	54,396
5500 SPED Tuition - Preschool	0	0	0
5500 SPED Tuition to LEA	0	0	0
5500 SPED Tuition	243,229	186,197	92,698
5600 SEE General Supplies	50	200	200
5600 SEE Technical General Supplies	70	1,000	1,000
5600 SPED Supplies	943	1,000	1,000
5600 SPED Technology Supplies	0	750	500
5600 SPED Print Media	0	500	400
5110 ESL - Salaries	104,084	62,110	65,327
5200 ESL - Health & Dental Insurance	50,214	25,551	24,087
5200 ESL - Life & Disability	322	133	133
5200 ESL - FICA/Medicare	6,892	4,751	4,998
5200 ESL - State Retirement	15,795	8,533	9,253
5300 ESL Tutor Contracted Services	0	584	584
5600 ESL Tutor Supplies	73	200	200
5300 Gifted & Talented - Services	0	0	0
5600 Gifted & Talented - Supplies	0	0	0
<b>Special Education</b>	<b>1,702,289</b>	<b>1,315,100</b>	<b>1,214,607</b>
<b>Difference From Previous Budget</b>			<b>(100,493)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-7.64%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2120 GUIDANCE SERVICES**

<b>ACCT</b>		<b>17-18</b>		<b>19-20</b>
<b>NUMBER</b>	<b>DESCRIPTION</b>	<b>ACTUAL</b>	<b>18-19 BUD</b>	<b>APPROVED</b>
5110	Guidance Salaries	111,293	115,430	121,970
5200	Guidance - Health & Dental Insurance	11,176	20,721	19,548
5200	Guidance - Life & Disability	413	393	394
5200	Guidance - FICA/Medicare	8,447	8,830	9,331
5200	Guidance - State Retirement	19,320	20,039	21,711
5200	Guidance General Supplies	0	0	0
5600	Guidance Subscriptions and Books	0	0	0
5600	Guidance Software	0	0	0
5700	Guidance Computer Hardware	0	0	0
5800	Guidance Dues	0	0	0
<b>Guidance Services</b>		<b>150,650</b>	<b>165,413</b>	<b>172,953</b>
<b>Difference From Previous Budget</b>				<b>7,540</b>
<b>Percentage Difference From Previous Budget</b>				<b>4.56%</b>



**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2130 HEALTH SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 Nurse Salary	51,495	52,345	53,095
5200 Nurse - Health & Dental Insurance	10,197	10,361	9,774
5200 Nurse - Life & Disability	209	197	197
5200 Nurse - FICA/Medicare	3,855	4,004	4,062
5200 Nurse - State Retirement	8,940	9,087	9,451
5400 Nursing Maintenance Agreements	681	489	489
5600 Nursing Supplies	0	1,500	1,000
5600 Nursing Software	0	700	700
5700 Nursing Other Equipment	0	0	0
<b>Health Services</b>	<b>75,377</b>	<b>78,683</b>	<b>78,768</b>
<b>Difference From Previous Budget</b>			<b>85</b>
<b>Percentage Difference From Previous Budget</b>			<b>0.11%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2150 SPEECH & LANGUAGE SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	SEE Speech Teacher Salary	0	0	0
5110	SEE Speech Teaching Assistant Salary	0	0	0
5110	Speech Teacher Salaries	78,537	80,839	86,410
5110	Speech Assistant Salaries	31,537	32,374	33,352
5200	Speech - Health & Dental Insurance	21,029	21,839	20,682
5200	Speech - Life & Disability	672	518	515
5200	Speech - FICA/Medicare	8,311	8,661	9,162
5200	Speech - State Retirement	17,223	17,718	19,106
5300	SEE Speech Professional Services	0	0	0
5600	SEE Speech General Supplies	0	200	200
5600	Speech Supplies	95	400	400
<b>Speech &amp; Language Services</b>		<b>157,404</b>	<b>162,549</b>	<b>169,827</b>
<b>Difference From Previous Budget</b>				<b>7,278</b>
<b>Percentage Difference From Previous Budget</b>				<b>4.48%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2160 PT/OT SERVICES**

ACCT		17-18	19-20
NUMBER	DESCRIPTION	ACTUAL	18-19 BUD APPROVED
5300	SEE PT & OT Professional Services	53,002	55,861
5600	SEE PT & OT Supplies	0	0
<b>PT/OT Services</b>		<b>53,002</b>	<b>55,861</b>
<b>Difference From Previous Budget</b>			<b>(3,603)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-6.45%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2210 TESTING SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5300 Testing Services	0	5,742	5,742
5600 Testing Supplies	847	5,595	0
<b>Testing Services</b>	<b>847</b>	<b>11,337</b>	<b>5,742</b>
<b>Difference From Previous Budget</b>			<b>(5,595)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-49.35%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2222 LIBRARY SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	Librarian Salaries	34,173	34,803	35,278
5200	Librarian - Health & Dental Insurance	15,396	15,331	14,452
5200	Librarian - Life & Disability	219	0	0
5200	Librarian - FICA/Medicare	2,290	2,661	2,699
5200	Librarian - State Retirement	9,887	6,042	6,279
5400	Library Maintenance Agreement	543	606	580
5400	Library Equipment Repair	0	0	0
5600	Media Center Supplies	0	0	500
5600	Library Print Media	0	0	1,500
5600	Library Electronic Media	0	0	0
5600	Library Software	1,103	375	1,103
5700	Library Furniture	0	0	0
5700	Library Other Equipment	0	0	0
<b>Library Services</b>		<b>63,610</b>	<b>59,818</b>	<b>62,391</b>
<b>Difference From Previous Budget</b>				<b>2,573</b>
<b>Percentage Difference From Previous Budget</b>				<b>4.30%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2400 SCHOOL ADMINISTRATION SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 Clerical Salaries	76,182	81,196	83,635
5110 Administrator Salaries	163,000	169,520	174,606
5110 Head Teacher Stipend	0	0	0
5200 Health & Dental Insurance	64,887	81,893	77,060
5200 Life & Disability	1,759	1,474	1,474
5200 FICA/Medicare	17,256	19,180	19,755
5200 State Retirement	36,966	38,669	40,422
5200 Professional Development	1,255	1,440	1,440
5400 Maintenance Agreement	320	707	360
5400 Equipment Repairs	0	0	0
5500 Postage	1,000	1,000	1,000
5600 General Supplies	14,556	1,000	850
5600 Subscriptions and Books	0	0	0
5700 Other Equipment	0	0	0
5800 Dues	0	0	0
<b>School Administration Services</b>	<b>377,182</b>	<b>396,078</b>	<b>400,602</b>
<b>Difference From Previous Budget</b>			<b>4,524</b>
<b>Percentage Difference From Previous Budget</b>			<b>1.14%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

<b>ACCT</b>		<b>17-18</b>		<b>19-20</b>
<b>NUMBER</b>	<b>DESCRIPTION</b>	<b>ACTUAL</b>	<b>18-19 BUD</b>	<b>APPROVED</b>
5110	Custodial Salaries	138,583	141,289	145,509
5200	Custodial - Health & Dental Insurance	57,319	58,464	56,422
5200	Custodial - Life & Disability	1,271	944	944
5200	Custodial - FICA/Medicare	9,710	10,809	11,131
5200	Custodial - State Retirement	14,090	13,573	13,719
5600	Custodial Supplies	5,036	10,000	8,000
5700	Custodial Equipment	0	500	500
5400	Water & Sewer	6,963	6,400	6,400
5500	Telephone	295	800	800
5600	Natural Gas	28,334	28,000	28,000
5600	Electric	94,041	87,000	87,000
5400	Lawn Care	0	1,479	979
5400	Equipment Repairs	40,527	22,546	13,800
5600	Maintenance Materials	8,410	10,000	8,000
5400	Maintenance Contingency	0	0	0
5400	Special Projects	0	0	0
<b>Custodial &amp; Maintenance Services</b>		<b>404,579</b>	<b>391,804</b>	<b>381,205</b>
<b>Difference From Previous Budget</b>				<b>(10,599)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-2.71%</b>



**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2700 TRANSPORTATION SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5500 Field Trip/Cocurricular Transportation	291	0	0
<i>Transportation Services</i>	291	0	0
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%

<i>Idlehurst Elementary School</i>	5,271,425	4,845,360	4,775,283
<i>Difference From Previous Budget</i>			(70,077)
<i>Percentage Difference From Previous Budget</i>			-1.45%

Principal		1.0	1.0
Assistant Principal		0.5	0.5
Guidance		2.0	2.0
Teachers		31.7	31.7
Clerical		2.0	2.0
Paraprofessionals		21.0	20.0
Other (ESL Assistant, & Speech Assistant)		2.0	2.0
Custodians		3.5	3.5
Students	469	380	TBD





**GENERAL FUND FY 2019-2020 APPROVED BUDGET  
MIDDLE SCHOOL**

**1100 REGULAR EDUCATION**

<b>ACCT NUMBER DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 APPROVED</b>
5110 Teacher Salaries	1,274,854	1,251,360	1,286,913
5110 Paraprofessional Salaries	0	0	0
5110 Homebound Tutor Salaries	0	0	0
5110 Substitutes Salaries	47,167	45,000	45,000
5200 Health & Dental Insurance	334,127	327,130	324,597
5200 Life & Disability	5,270	4,842	4,841
5200 FICA/Medicare	94,931	99,172	101,891
5200 State Retirement	222,489	217,236	229,070
5300 Contracted Services	0	0	0
5400 Maintenance Agreement	9,158	10,066	11,253
5400 Equipment Repairs	0	1,000	1,000
5400 Copier Lease/Purchase	21,170	17,197	21,001
5600 General Supplies	25,465	27,333	27,922
5600 Print Media	8,498	15,411	5,000
5600 Electronic Media	60	992	5,000
5600 Software	350	560	6,210
5700 Computer Hardware	11,629	8,280	0
5700 Furniture Replacement	1,159	1,200	0
5700 Other Equipment	2,928	4,783	4,783
<b>Regular Education</b>	<b>2,059,254</b>	<b>2,031,562</b>	<b>2,074,481</b>
<b>Difference From Previous Budget</b>			<b>42,919</b>
<b>Percentage Difference From Previous Budget</b>			<b>2.11%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**1200 SPECIAL EDUCATION**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	SPED Teacher Salaries	259,551	260,931	228,070
5110	SPED Paraprofessional Salaries	441,515	380,096	380,353
5110	SPED Interpreter Salaries	0	0	0
5200	SPED Health & Dental Insurance	328,357	279,192	252,278
5200	SPED Life & Disability	3,270	3,280	3,153
5200	SPED FICA/Medicare	49,636	49,042	46,543
5200	SPED State Retirement	90,702	83,858	83,082
5300	SPED Contracted Services	0	0	89,249
5500	SPED Tuition	345,294	315,696	378,036
5534	SPED Postage	0	500	500
5600	SPED Supplies	2,896	2,850	2,850
5600	SPED Technology Supplies	500	500	0
5600	SPED Print Media	758	920	1,774
5600	SPED Software	633	634	2,384
5700	SPED Computer Hardware	0	0	0
5700	SPED Other Equipment	0	0	0
5110	ESL Teacher Salaries	8,790	25,993	52,460
5200	ESL - Health & Dental Insurance	0	500	1,000
5200	ESL - Life & Disability	0	56	113
5200	ESL - FICA/Medicare	474	1,988	4,013
5200	ESL - State Retirement	1,000	0	0
5600	ESL Supplies	0	169	169
5300	Gifted & Talented - Services	3,958	4,678	0
5600	Gifted & Talented - Supplies	792	1,120	0
<b>Special Education</b>		<b>1,538,125</b>	<b>1,412,002</b>	<b>1,526,028</b>
<b>Difference From Previous Budget</b>				<b>114,026</b>
<b>Percentage Difference From Previous Budget</b>				<b>8.08%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**1400 COCURRICULAR SERVICES & ATHLETICS**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 Cocurricular Salaries	10,346	3,509	5,509
5200 Cocurricular - FICA/Medicare	779	267	267
5200 Cocurricular - State Retirement	1,521	609	625
5600 Cocurricular Supplies	0	2,000	0
5110 Athletic Salaries	16,738	16,738	16,738
5200 Athletic - Health & Dental Insurance	0	0	0
5200 Athletic - FICA/Medicare	1,280	1,280	1,280
5200 Athletic - State Retirement	2,009	2,906	2,979
5300 Athletic Officials	3,055	3,700	3,700
5400 Athletic Equipment Repair	615	630	630
5600 Athletic Supplies	1,185	1,000	1,430
5700 Athletic New Equipment	1,041	1,070	1,070
5800 Athletic Dues	0	0	0
<b>Cocurricular Services &amp; Athletics</b>	<b>38,568</b>	<b>33,710</b>	<b>34,229</b>
<b>Difference From Previous Budget</b>			<b>519</b>
<b>Percentage Difference From Previous Budget</b>			<b>1.54%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2120 GUIDANCE SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	Guidance Salaries	155,563	171,039	180,619
5100	Guidance Clerical Salaries	0	0	0
5200	Guidance Health & Dental Insurance	54,685	61,463	57,948
5200	Guidance Life & Disability	614	838	838
5200	Guidance FICA/Medicare	10,709	13,084	13,817
5200	Guidance State Retirement	27,006	29,692	32,150
530	Guidance Contracted Services	0	0	1,500
5500	Guidance Postage	300	300	500
5600	Guidance Supplies	224	224	600
5600	Guidance Subscriptions & Books	0	164	100
5600	Guidance Software	28	553	0
5700	Guidance Computer Hardware	0	0	0
5800	Guidance Dues	0	0	537
<b>Guidance Services</b>		<b>249,129</b>	<b>277,357</b>	<b>288,609</b>
<b>Difference From Previous Budget</b>				<b>11,252</b>
<b>Percentage Difference From Previous Budget</b>				<b>4.06%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2130 HEALTH SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 Nurse Salary	44,689	45,539	46,289
5200 Nurse - Health & Dental Insurance	10,576	10,756	10,181
5200 Nurse - Life & Disability	185	217	216
5200 Nurse - FICA/Medicare	3,332	3,484	3,541
5200 Nurse - State Retirement	7,758	7,906	8,239
5400 Nursing Maintenance Agreements	0	385	385
5600 Nursing Supplies	797	1,000	1,000
5600 Nursing Software	681	700	1,000
5700 Nursing Other Equipment	0	0	0
<b>Health Services</b>	<b>68,019</b>	<b>69,986</b>	<b>70,852</b>
<b>Difference From Previous Budget</b>			<b>866</b>
<b>Percentage Difference From Previous Budget</b>			<b>1.24%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2150 SPEECH & LANGUAGE SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	Speech Teacher Salaries	59,833	60,883	61,833
5110	Speech Assistant Salaries	31,060	32,374	33,352
5200	Speech - Health & Dental Insurance	44,051	44,626	41,985
5200	Speech - Life & Disability	457	352	351
5200	Speech - FICA/Medicare	5,622	8,342	8,456
5200	Speech - State Retirement	13,922	13,046	13,558
5600	Speech Supplies	66	396	0
<b>Speech &amp; Language Services</b>		<b>155,011</b>	<b>160,019</b>	<b>159,535</b>
<b>Difference From Previous Budget</b>				<b>(484)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-0.30%</b>



**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2210 TESTING SERVICES**

<b>ACCT</b>		<b>17-18</b>		<b>19-20</b>
<b>NUMBER</b>	<b>DESCRIPTION</b>	<b>ACTUAL</b>	<b>18-19 BUD</b>	<b>APPROVED</b>
5300	Testing Services	0	6,160	9,726
5600	Testing Supplies	0	0	0
<b>Testing Services</b>		<b>0</b>	<b>6,160</b>	<b>9,726</b>
<b>Difference From Previous Budget</b>				<b>3,566</b>
<b>Percentage Difference From Previous Budget</b>				<b>57.89%</b>



**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2222 LIBRARY SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	Librarian Salaries	40,207	42,753	46,275
5200	Librarian - Health & Dental Insurance	25,107	25,551	24,087
5200	Librarian - Life & Disability	167	184	184
5200	Librarian - FICA/Medicare	2,495	3,271	3,540
5200	Librarian - State Retirement	6,980	7,422	8,237
5400	Library Maintenance Agreement	0	450	450
5400	Library Equipment Repair	0	334	334
5600	Library Supplies	240	280	280
5600	Library Print Media	921	1,000	1,450
5600	Library Electronic Media	393	400	775
5600	Library Software	1,103	375	1,103
<b>Library Services</b>		<b>77,611</b>	<b>82,020</b>	<b>86,715</b>
<b>Difference From Previous Budget</b>				<b>4,695</b>
<b>Percentage Difference From Previous Budget</b>				<b>5.72%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2400 SCHOOL ADMINISTRATION SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 Clerical Salaries	68,476	73,087	77,012
5110 Administrator Salaries	165,000	171,600	176,748
5200 Department Head Stipends	9,250	15,000	15,000
5200 Health & Dental Insurance	64,333	56,654	53,298
5200 Life & Disability	2,010	1,915	1,915
5200 FICA/Medicare	17,455	19,866	20,560
5200 State Retirement	37,491	40,711	42,733
5200 Professional Development	0	0	0
5400 Maintenance Agreement	0	0	0
5400 Equipment Repairs	0	102	101
5500 Postage	2,401	1,847	1,847
5600 General Supplies	13,637	1,928	10,426
5600 Subscriptions and Books	0	170	170
5700 Computer Hardware	954	1,501	0
5800 Dues	1,000	1,910	1,910
<b>School Administration Services</b>	<b>382,005</b>	<b>386,291</b>	<b>401,720</b>
<b>Difference From Previous Budget</b>			<b>15,429</b>
<b>Percentage Difference From Previous Budget</b>			<b>3.99%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	Custodial Salaries	137,534	139,110	138,726
5200	Custodial - Health & Dental Insurance	29,530	30,138	36,116
5200	Custodial - Life & Disability	1,381	886	889
5200	Custodial - FICA/Medicare	10,488	10,642	10,613
5200	Custodial - State Retirement	13,527	13,573	13,213
5600	Custodial Supplies	5,236	12,000	11,000
5700	Custodial Equipment	121	500	500
5400	Water & Sewer	5,895	6,000	6,000
5500	Telephone	2,122	2,600	2,600
5600	Natural Gas	0	500	500
5600	Electric	95,834	80,000	80,000
5400	Lawn Care	0	2,000	1,000
5400	Equipment Repairs	23,113	51,211	45,800
5600	Maintenance Materials	11,152	14,000	12,000
5400	Maintenance Contingency	0	0	0
5400	Special CIP Projects	0	0	0
<b>Custodial &amp; Maintenance Services</b>		<b>335,933</b>	<b>363,159</b>	<b>358,956</b>
<b>Difference From Previous Budget</b>				<b>(4,204)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-1.16%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2700 TRANSPORTATION SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5500	Athletic Transportation	4,605	4,500	4,500
5500	SPED Transportation	253	0	0
5500	Field Trip/Cocurricular Transportation	1,608	1,000	2,000
<b>Transportation Services</b>		<b>6,465</b>	<b>5,500</b>	<b>6,500</b>
<b>Difference From Previous Budget</b>				<b>1,000</b>
<b>Percentage Difference From Previous Budget</b>				<b>0.00%</b>

<b>Middle School</b>	<b>4,910,121</b>	<b>4,827,766</b>	<b>5,017,351</b>
<b>Difference From Previous Budget</b>			<b>189,585</b>
<b>Percentage Difference From Previous Budget</b>			<b>3.93%</b>

Principal		1.0	1.0
Assistant Principal		1.0	1.0
Guidance		2.0	2.0
Teachers		33.3	32.8
Clerical		2.0	2.0
Professionals		17.0	16.0
Other ( Inclusion Program & Speech Assistant)		1.0	1.0
Custodians		3.5	3.5
Students	351	339	TBD



**GENERAL FUND FY 2019-2020 APPROVED BUDGET  
HIGH SCHOOL**

**1100 REGULAR EDUCATION**

<b>ACCT NUMBER DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 APPROVED</b>
5110 Teacher Salaries	1,311,012	1,255,196	1,257,005
5110 Homebound Tutor Salaries	0	1,000	0
5110 Substitutes Salaries	57,357	45,100	45,100
5200 Health & Dental Insurance	299,453	305,628	310,013
5200 Life & Disability	5,136	8,991	8,992
5200 FICA/Medicare	97,346	99,549	99,611
5200 State Retirement	218,972	202,916	212,605
5300 Contracted Services	0	0	0
5400 Maintenance Agreement	26,376	11,800	9,089
5400 Equipment Repairs	2,325	2,500	0
5400 Copier Lease/Purchase	34,623	28,299	27,045
5500 Other Tuition	0	0	0
5600 Teaching Supplies	21,220	23,000	26,300
5600 Print Media	4,265	12,500	11,900
5600 Textbook Replacement	0	21,000	0
5600 Software	4,769	4,340	19,780
5700 Computer Hardware	0	1,000	0
5700 Furniture Replacement	0	0	0
5700 Other Equipment	0	0	1,500
5800 Dues and Memberships	0	0	565
<b>Regular Education</b>	<b>2,082,854</b>	<b>2,022,819</b>	<b>2,029,504</b>
<b>Difference From Previous Budget</b>			<b>6,685</b>
<b>Percentage Difference From Previous Budget</b>			<b>0.33%</b>



**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**HIGH SCHOOL**  
**1200 SPECIAL EDUCATION**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 SPED Teacher Salaries	229,719	217,759	224,826
5110 SPED Paraprofessional Salaries	299,131	300,365	289,356
5110 SPED Interpreter Salary	0	0	0
5200 SPED Health & Dental Insurance	223,849	213,796.29	191,459
5200 SPED Life & Disability	2,556	2,885	2,739
5200 SPED FICA/Medicare	39,549	39,637	39,334
5200 SPED State Retirement	78,560	71,984	72,340
5300 SPED Contracted Services	0	0	41,636
5400 SPED Maintenance Agreement	0	200	0
5500 SPED Postage	0	100	100
5500 SPED Tuition	669,239	438,060	577,713
5600 SPED Supplies	1,510	2,000	1,500
5600 SPED Technology Supplies	0	700	700
5600 SPED Print Media	500	500	500
5700 SPED Computer Hardware	0	250	0
5700 SPED Other Equipment	0	0	0
5110 Partnership Teacher Salaries	47,729	48,579	49,329
5110 Partnership Paraprofessional Salaries	67,691	70,117	72,226
5700 Partnership Summer Program Salary	100,171	100,500	100,500
5200 Partnership Health & Dental Insurance	72,967	74,084	69,680
5200 Partnership Life & Dental	643	741	742
5200 Partnership FICA/Medicare	15,344	16,769	16,987
5200 Partnership State Retirement	30,447	33,859	34,737
5300 Partnership SPED Consultants	39,224	40,323	24,001
5500 Partnership Travel	0	300	300
5600 Partnership Supplies	406	1,500	1,500
5600 Partnership Print Media	294	500	500
5700 Partnership Other Equipment	0	1,000	500
5110 ESL Teacher Salaries	0	0	0
5200 ESL - Health & Dental Insurance	0	0	0
5200 ESL - Life & Dental	0	0	0
5200 ESL - FICA/Medicare	0	0	0
5200 ESL - State Retirement	0	0	0
5600 ESL Supplies	0	0	0
<b>Special Education</b>	<b>1,919,529</b>	<b>1,676,509</b>	<b>1,813,206</b>
<b>Difference From Previous Budget</b>			<b>136,697</b>
<b>Percentage Difference From Previous Budget</b>			<b>8.15%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET  
HIGH SCHOOL**

**1400 COCURRICULAR SERVICES & ATHLETICS**

<b>ACCT NUMBER DESCRIPTION</b>	<b>17-18 ACTUAL</b>	<b>18-19 BUD</b>	<b>19-20 APPROVED</b>
5110 Cocurricular Salaries	16,671	16,461	17,633
5200 Cocurricular - FICA/Medicare	1,275	1,259	1,349
5200 Cocurricular - State Retirement	2,202	2,858	3,139
5600 Cocurricular Supplies	940	1,000	1,500
5110 Athletic Salaries	72,006	74,092	74,736
5200 Athletic - Health & Dental Insurance	5,361	5,668	5,717
5200 Athletic - FICA/Medicare	6,453	12,862	13,303
5300 Athletic Contracted Services	0	0	0
5300 Athletic Officials/Staffing	8,890	9,550	11,200
5400 Athletic Equipment Repair	0	0	0
5600 Athletic Supplies	31	0	0
5700 Athletic New Equipment	0	0	0
5700 Athletic Other Equipment	2,124	3,000	3,000
5800 Athletic Dues	4,710	4,750	4,750
<b><i>Cocurricular Services &amp; Athletics</i></b>	<b>120,663</b>	<b>131,500</b>	<b>136,327</b>
<b><i>Difference From Previous Budget</i></b>			<b>4,827</b>
<b><i>Percentage Difference From Previous Budget</i></b>			<b>3.67%</b>



**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2120 GUIDANCE SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 Guidance Salaries	96,406	99,240	101,969
5110 Guidance Clerical Salaries	37,323	39,927	41,126
5200 Guidance Health & Dental Insurance	31,366	32,121	30,480
5200 Guidance Life & Disability	646	747	754
5200 Guidance FICA/Medicare	9,988	10,646	10,947
5200 Guidance State Retirement	20,983	21,772	22,744
5300 Guidance Contracted Services	0	0	1,000
5500 Guidance Postage	1,249	1,000	1,000
5600 Guidance General Supplies	507	700	750
5600 Guidance Subscriptions and Books	0	300	400
5600 Guidance Electronic Media	0	0	750
5600 Guidance Software	0	650	650
5800 Guidance Dues	323	350	375
<b>Guidance Services</b>	<b>198,792</b>	<b>207,454</b>	<b>212,946</b>
<b>Difference From Previous Budget</b>			<b>5,492</b>
<b>Percentage Difference From Previous Budget</b>			<b>2.65%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET  
HIGH SCHOOL**

**2130 HEALTH SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 Nurse Salary	45,345	46,153	46,866
5200 Nurse - Health & Dental Insurance	25,099	25,551	24,087
5200 Nurse - Life & Disability	188	205	204
5200 Nurse - FICA/Medicare	2,790	3,531	3,585
5200 Nurse - State Retirement	7,872	8,012	8,342
5400 Nursing Maintenance Agreements	0	300	0
5600 Nursing Supplies	484	800	800
5600 Nursing Software	681	700	700
<b>Health Services</b>	<b>82,459</b>	<b>85,252</b>	<b>84,585</b>
<b>Difference From Previous Budget</b>			<b>(667)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-0.78%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2150 SPEECH & LANGUAGE SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5600 Speech Supplies	0	200	200
<i>Speech &amp; Language Services</i>	0	200	200
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2160 PT/OT SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5300 PT/OT-Professional Services	0	0	0
<i>PT/OT Services</i>	0	0	0
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2210 TESTING SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 GED Options Salaries	30,913	0	0
5200 GED Options Life & Disability	10	0	0
5200 GED Options FICA/Medicare	2,171	0	0
5200 GED Options State Retirement	3,388	0	0
5300 Testing Services/Contracted Services	7,250	7,110	7,000
5600 Testing Supplies	0	200	0
5600 GED Supplies	2,075	0	0
<b>Testing Services</b>	<b>45,806</b>	<b>7,310</b>	<b>7,000</b>
<b>Difference From Previous Budget</b>			<b>(310)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-4.24%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET  
HIGH SCHOOL**

**2222 LIBRARY SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 Librarian Salary	39,027	40,066	41,705
5110 Library Aide Salary	22,749	23,112	23,807
5200 Librarian - Health & Dental Insurance	41,172	44,588	41,913
5200 Librarian - Life & Disability	266	352	353
5200 Librarian - FICA/Medicare	4,030	4,833	5,012
5200 Librarian - State Retirement	9,312	9,586	10,083
5400 Library Maintenance Agreement	465	500	500
5400 Library Equipment Repair	492	1,150	1,500
5400 Copier Lease Purchase	0	0	0
5600 Library Supplies	453	600	700
5600 Library Print Media	7,004	6,000	5,500
5600 Library Electronic Media	2,086	7,000	7,000
5600 Library Software	1,103	400	1,103
5700 Library Computer Hardware	1,145	2,215	0
5700 Library Equipment	147	500	2,250
<b>Library Services</b>	<b>129,452</b>	<b>140,900</b>	<b>141,425</b>
<b>Difference From Previous Budget</b>			<b>525</b>
<b>Percentage Difference From Previous Budget</b>			<b>0.37%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2400 SCHOOL ADMINISTRATION SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 Clerical Salaries	79,239	74,052	78,029
5110 Administrator Salaries	154,400	187,120	189,554
5110 Department Head/Credit Recovery/504 Coordi	40,500	33,000	33,000
5200 Health & Dental Insurance	64,067	70,823	66,792
5200 Life & Disability	2,506	1,885	1,886
5200 FICA/Medicare	19,639	22,504	22,995
5200 State Retirement	29,138	46,640	48,330
5300 Contracted Services-Graduation Expenses	0	0	12,500
5300 School Admin Meeting Expenses	0	0	1,000
5400 Maintenance Agreement	0	0	0
5400 Equipment Repairs	269	500	0
5400 Copier Lease Purchase	0	0	0
5500 Postage	1,592	1,000	1,000
5600 General Supplies	22,981	20,000	5,000
5600 Subscriptions and Books	0	0	0
5600 Software	0	0	0
5700 Other Equipment	0	0	0
5800 Dues	4,220	4,200	4,500
<b>School Administration Services</b>	<b>418,551</b>	<b>461,723</b>	<b>464,585</b>
<b>Difference From Previous Budget</b>			<b>2,862</b>
<b>Percentage Difference From Previous Budget</b>			<b>0.62%</b>



**GENERAL FUND FY 2019-2020 APPROVED BUDGET  
HIGH SCHOOL**

**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 Custodial Salaries	121,665	119,267	118,290
5200 Custodial - Health & Dental Insurance	41,109	49,183	40,437
5200 Custodial - Life & Disability	1,003	791	790
5200 Custodial - FICA/Medicare	8,878	9,124	9,049
5200 Custodial - State Retirement	13,845	13,573	13,213
5600 Custodial Supplies	5,062	18,000	17,000
5700 Custodial Equipment	0	500	500
5400 Water & Sewer	9,179	13,000	11,000
5500 Telephone	4,969	5,500	5,000
5600 Natural Gas	100,538	105,000	105,000
5600 Electric	106,051	95,000	95,000
5400 Lawn Care	212	6,000	2,000
5400 Equipment Repairs	77,862	38,924	38,924
5600 Maintenance Materials	2,252	8,000	6,000
5400 Maintenance Contingency	0	0	0
5400 Special CIP Projects	0	0	10,000
<b>Custodial &amp; Maintenance Services</b>	<b>492,625</b>	<b>481,862</b>	<b>472,203</b>
<b>Difference From Previous Budget</b>			<b>(9,658)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-2.00%</b>



**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2700 TRANSPORTATION SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5500 Athletic Transportation	21,308	29,500	30,100
5500 Field Trip/Cocurricular Transportation	2,084	3,900	3,900
<b>Transportation Services</b>	<b>23,392</b>	<b>33,400</b>	<b>34,000</b>
<b>Difference From Previous Budget</b>			<b>600</b>
<b>Percentage Difference From Previous Budget</b>			<b>0.00%</b>

<b>High School</b>	<b>5,514,123</b>	<b>5,248,929</b>	<b>5,395,981</b>
<b>Difference From Previous Budget</b>			<b>147,052</b>
<b>Percentage Difference From Previous Budget</b>			<b>2.80%</b>

Principal		1.0	1.0
Assistant Principal		1.0	1.0
Guidance		2.0	2.0
Teachers		34.7	34.2
Clerical		3.0	3.0
Paraprofessionals		16.0	15.0
Other		2.0	2.0
Custodians		3.0	3.0
Students	438	414	TBD

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**CAREER TECHNICAL CENTER**  
**1300 CAREER TECHNICAL CENTER**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	Teacher Salaries	481,084	479,253	433,154
5110	Culinary Aide Salary	14,766	14,960	16,918
5200	Health & Dental Insurance	180,282	171,308	159,538
5200	Life & Disability	1,910	2,080	1,858
5200	FICA/Medicare	34,762	37,807	34,430
5200	State Retirement	77,509	76,223	69,826
5300	Contracted Services	0	0	0
5400	Maintenance Agreement	4,073	1,550	3,895
5400	Equipment Repairs	1,595	2,000	2,500
5400	Copier Lease/Purchase	2,897	1,560	5,328
5500	Career Technical Center Tuition	22,900	30,000	30,000
5600	General Supplies	22,266	24,900	27,900
5600	Culinary Supplies	5,861	5,800	5,800
5600	Technology Supplies	6,000	5,000	5,000
5600	Print Media	2,425	5,500	4,000
5600	Software	1,789	1,580	1,580
5700	Computer Hardware	150	1,928	0
5700	Furniture	0	0	0
2700	New/Replacement Equipment	1,288	4,000	14,000
<b>Career Technical Center</b>		<b>861,555</b>	<b>865,448</b>	<b>815,727</b>
<b>Difference From Previous Budget</b>				<b>(49,721)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-5.75%</b>

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**GENERAL FUND FY 2019-2020 APPROVED BUDGET**

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**CAREER TECHNICAL CENTER**

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**2120 GUIDANCE SERVICES**

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ACCT		17-18		19-20
NUMBER	DESCRIPTION	ACTUAL	18-19 BUD	APPROVED
5110	Career Technical Center Guidance Salary	48,829	0	0
5200	Career Technical Center Health & Dental Insurance	25,094	0	0
5200	Career Technical Center Life & Disability	193	43	0
5200	Career Technical Center FICA & Medicare	2,848	0	0
5200	Career Technical Center State Retirement	8,477	0	0
5800	Career Technical Center Dues	0	0	0
<b>Guidance Services</b>		<b>85,440</b>	<b>43</b>	<b>0</b>
<b>Difference From Previous Budget</b>				<b>(43)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-100.00%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**CAREER TECHNICAL CENTER**  
**2400 SCHOOL ADMINISTRATION SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	Clerical Salary	40,797	39,927	39,051
5110	Director Salary	83,000	86,320	88,910
5200	Health & Dental Insurance	49,884	28,065	12,442
5200	Life & Disability	666	1,023	1,023
5200	FICA/Medicare	8,374	9,658	9,789
5200	State Retirement	19,052	19,529	20,188
5200	Professional Development	0	0	0
5400	Maintenance Agreement	0	0	0
5400	Equipment Repairs	0	500	250
5400	Copier Lease/Purchase	0	0	0
5500	Postage	457	300	300
5500	Travel	223	420	420
5600	General Supplies	0	300	525
5600	Subscriptions and Books	0	200	200
5700	Computer Hardware	0	0	0
5800	Dues	850	1,000	1,025
<b>School Administration Services</b>		<b>203,302</b>	<b>187,241</b>	<b>174,123</b>
<b>Difference From Previous Budget</b>				<b>(13,118)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-7.01%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**CAREER TECHNICAL CENTER**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	Custodial Salaries	86,874	84,620	87,035
5200	Custodial - Health & Dental Insurance	18,670	19,044	18,436
5200	Custodial - Life & Disability	602	637	637
5200	Custodial - FICA/Medicare	6,552	6,473	6,658
5200	Custodial - State Retirement	5,116	4,552	4,589
5600	Custodial Supplies	6,918	15,000	9,000
5400	Water & Sewer	3,816	2,000	2,000
5500	Telephone	1,155	1,500	1,800
5600	Natural Gas	19,385	14,000	15,000
2600	Electric	95,834	80,000	83,000
5400	Lawn Care	0	500	500
5400	Equipment Repairs	29,121	12,327	12,327
5600	Maintenance Materials	877	10,000	8,000
5400	Maintenance Contingency	0	0	0
<b>Custodial &amp; Maintenance Services</b>		<b>274,918</b>	<b>250,653</b>	<b>248,982</b>
<b>Difference From Previous Budget</b>				<b>(1,671)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-0.67%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**CAREER TECHNICAL CENTER**  
**2700 TRANSPORTATION SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5500	Career Technical Center Vehicle Maintenance	0	0	0
5500	Career Technical Center Transportation Contracted	44,640	33,600	34,608
5500	Career Technical Center Field Trip Transportation	0	0	2,000
<b>Transportation Services</b>		<b>44,640</b>	<b>33,600</b>	<b>36,608</b>
<b>Difference From Previous Budget</b>				<b>3,008</b>
<b>Percentage Difference From Previous Budget</b>				<b>0.00%</b>

<b>Career Technical Center</b>	<b>1,469,855</b>	<b>1,336,985</b>	<b>1,275,440</b>
<b>Difference From Previous Budget</b>			<b>(61,545)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-4.60%</b>

Director	1.0	1.0
Guidance	1.0	1.0
Teachers	9.5	8.5
Clerical	1.0	1.0
Paraprofessionals	1.0	1.0
Other	-	-
Custodians	2.0	2.0
Students In High School Total		





**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**DISTRICT - WIDE**  
**1100 REGULAR EDUCATION**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 Teacher & Paraprofessional Incentive Salary	9,563	15,000	15,000
5110 Teachers Negotiations Salary Contingency	0	0	0
5110 Paraprofessional Negotiations Salary Contingency	0	0	0
5110 Substitute Coordinator Salary	3,000	3,000	3,000
5110 Summer School/After School Salaries	24,726	25,000	25,000
5200 FICA/Medicare	10,436	9,410	9,411
5200 State Retirement	2,978	6,944	7,120
5300 District Wide Contracted Services	5,259	0	0
5500 Internet Access District Wide	73,391	65,000	65,000
5600 Summer School/After School Supplies	5,578	4,500	4,500
<b>Regular Education</b>	<b>134,930</b>	<b>128,854</b>	<b>129,031</b>
<b>Difference From Previous Budget</b>			<b>177</b>
<b>Percentage Difference From Previous Budget</b>			<b>0.14%</b>



**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**DISTRICT - WIDE**  
**1200 SPECIAL EDUCATION**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 SPED Liaison Salary	40,000	40,800	41,200
5200 SPED Liaison Health & Dental Insurance	1,289	1,309	1,322
5200 SPED Liaison Life & Disability	387	388	388
5200 SPED Liaison FICA & Medicare	3,060	3,121	3,152
5200 SPED Liaison State Retirement	4,552	4,643	4,689
5300 SPED Consultants District Wide	122,951	103,891	7,712
5300 SPED Professional Services District Wide	0	0	0
5500 SPED Summer Staff/Program/Tuition	58,899	33,037	39,990
<b>Special Education</b>	<b>231,138</b>	<b>187,189</b>	<b>98,452</b>
<b>Difference From Previous Budget</b>			<b>(88,737)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-47.41%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET****DISTRICT - WIDE****2100 PROFESSIONAL SERVICES**

ACCT NUMBER	DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110	Truant Officer Salary	34,812	34,594	35,630
5200	Truant Officer Health & Dental Insurance	17,878	19,075	10,226
5200	Truant Officer Life & Disability	142	281	293
5200	Truant Officer FICA/Medicare	2,367	2,646	2,726
5200	Truant Officer State Retirement	3,962	3,937	3,980
5300	School Resource Officer Services	63,149	66,426	73,350
<b>Professional Services</b>		<b>122,311</b>	<b>126,959</b>	<b>126,205</b>
<b>Difference From Previous Budget</b>				<b>(754)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-0.59%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**DISTRICT - WIDE**  
**2150 SPEECH & LANGUAGE SERVICES**

ACCT	17-18	18-19	19-20
NUMBER DESCRIPTION	ACTUAL	BUD	APPROVED
5300 SPED Speech Consultant District Wide	0	0	0
<i>Speech &amp; Language Services</i>	0	0	0
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**DISTRICT - WIDE**

**2160 PT/OT SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5300 SPED PT/OT/Autism Consultant District Wide	301,937	271,560	238,321
<i>PT/OT Services</i>	301,937	271,560	238,321
<i>Difference From Previous Budget</i>			(33,239)
<i>Percentage Difference From Previous Budget</i>			-12.24%

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**DISTRICT - WIDE**  
**2190 OTHER SUPPORT SERVICES - STUDENT**

ACCT	17-18	18-19	19-20
NUMBER DESCRIPTION	ACTUAL	BUD	APPROVED
5800 Strafford Learning Center Membership Dues	11,066	10,188	10,188
<i>Other Support Services - Student</i>	11,066	10,188	10,188
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%

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**GENERAL FUND FY 2019-2020 APPROVED BUDGET****DISTRICT - WIDE**

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**2200 ADMINISTRATION PROFESSIONAL DEVELOPMENT**

ACCT	17-18	18-19	19-20
NUMBER DESCRIPTION	ACTUAL	BUD	APPROVED
5200 Admin Staff Development Contracted Services	30,691	18,000	18,000
<i>Administration Professional Development</i>	30,691	18,000	18,000
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**DISTRICT - WIDE**  
**2300 GENERAL ADMINISTRATION SERVICES**

ACCT		17-18	18-19	19-20
NUMBER	DESCRIPTION	ACTUAL	BUD	APPROVED
5500	School Board Advertising	3,930	6,741	3,300
5600	School Board General Supplies	6,902	3,500	3,500
5800	School Board Dues	5,115	5,950	5,500
5110	School Board Secretary Salaries Services	3,380	4,300	3,600
5200	School Board Secretary FICA/Medicare	259	329	275
5200	School Board Secretary State Retirement	374	489	410
5300	Audit Fees	8,596	8,000	8,000
5300	SPED Legal Fees	24,612	7,000	7,000
5300	Legal Fees	12,961	45,000	35,000
5300	SAU 56 Assessment	804,179	980,024	978,113
<b>General Administration Services</b>		<b>870,308</b>	<b>1,061,333</b>	<b>1,044,698</b>
<b>Difference From Previous Budget</b>				<b>(16,635)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-1.57%</b>

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**GENERAL FUND FY 2019-2020 APPROVED BUDGET**

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**DISTRICT - WIDE**

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**2400 SCHOOL ADMINISTRATION SERVICES**

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ACCT		17-18	18-19	19-20
NUMBER	DESCRIPTION	ACTUAL	BUD	APPROVED
	5300 Contracted Services	0	0	0
	5500 Clerical Staff Development	6,342	10,000	10,000
<i>School Administration Services</i>		6,342	10,000	10,000
<i>Difference From Previous Budget</i>				0
<i>Percentage Difference From Previous Budget</i>				0.00%



**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**DISTRICT - WIDE**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5110 Custodial & Maintenance Supervisor Salary	79,000	80,580	82,400
5110 District Wide Maintenance Salary	52,193	41,558	42,744
5110 Custodial Substitutes Salaries	26,288	20,000	20,000
5110 Custodial Overtime Salaries	0	0	30,000
5200 Custodial & Maintenance Health & Dental Insurance	40,931	36,063	34,403
5200 Custodial & Maintenance Life & Disability	1,448	776	776
5200 Custodial & Maintenance FICA/Medicare	11,197	10,874	11,104
5200 Custodial & Maintenance State Retirement	14,930	13,899	14,152
5300 Custodial Contracted Services	0	0	0
5500 Maintenance - Phone/Pager	190	300	0
5500 Property Insurance	119,177	119,817	114,502
5400 District Wide Maintenance and Contracts	109,163	136,500	136,500
5400 Trash Removal	47,904	50,000	50,000
5400 Lawn Care	0	0	0
5400 Grounds Equipment	7,178	4,000	4,000
5700 Care/Upkeep Equipment	27	0	0
5600 Maintenance Supplies and Uniforms	9,752	24,500	24,500
5400 Maintenance Contingency	52	11,000	0
5400 Vehicle Maintenance	660	1,000	1,000
<b>Custodial &amp; Maintenance Services</b>	<b>520,089</b>	<b>550,868</b>	<b>566,080</b>
<b>Difference From Previous Budget</b>			<b>15,212</b>
<b>Percentage Difference From Previous Budget</b>			<b>2.76%</b>

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**GENERAL FUND FY 2019-2020 APPROVED BUDGET**

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**DISTRICT - WIDE**

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**2700 TRANSPORTATION SERVICES**

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ACCT		17-18	18-19	19-20
NUMBER	DESCRIPTION	ACTUAL	BUD	APPROVED
	5500 Regular Transportation	471,976	421,038	431,844
	5500 Gas for District Vehicles	4,465	4,120	4,120
	5500 SPED Transportation	749,230	683,882	591,733
<i>Transportation Services</i>		1,225,670	1,109,040	1,027,697
<i>Difference From Previous Budget</i>				(81,343)
<i>Percentage Difference From Previous Budget</i>				-7.33%

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**DISTRICT - WIDE**  
**2900 OTHER SUPPORT SERVICES**

ACCT		17-18	18-19	19-20
NUMBER	DESCRIPTION	ACTUAL	BUD	APPROVED
5300	Contracted Technical Support	211,170	231,028	287,773
5110	Sick Day BB & Early Retirement	84,105	79,915	35,528
5200	Retiree Health Insurance	162,791	179,512	133,803
5200	Retiree FICA/Medicare	7,030	6,574	2,718
5200	Retiree State Retirement	9,253	13,017	5,853
5200	Course Reimbursement	64,063	70,000	70,000
5200	Workshop Reimbursement	14,189	20,000	20,000
5200	Unemployment Compensation Expense	20,367	14,000	14,000
5200	Workers' Compensation Insurance	91,193	91,198	49,483
<b>Other Support Services</b>		<b>664,161</b>	<b>705,244</b>	<b>619,158</b>
<b>Difference From Previous Budget</b>				<b>(86,086)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-12.21%</b>

**2990 OTHER CONTINGENCY**

NUMBER	DESCRIPTION	ACTUAL	BUD	APPROVED
5002	Other - Contingency	0	86,992	0
<b>Other Support Services</b>		<b>0</b>	<b>86,992</b>	<b>0</b>
<b>Difference From Previous Budget</b>				<b>(86,992)</b>
<b>Percentage Difference From Previous Budget</b>				<b>0.00%</b>

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**GENERAL FUND FY 2019-2020 APPROVED BUDGET**

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**DISTRICT - WIDE**

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**5100 DEBT SERVICES**

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ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5100 Bond - Interest	520,146	507,803	600,683
5100 Bond - Principal	1,355,286	1,315,716	1,251,980
<i>Debt Services</i>	<b>1,875,433</b>	<b>1,823,519</b>	<b>1,852,663</b>
<i>Difference From Previous Budget</i>			<b>29,144</b>
<i>Percentage Difference From Previous Budget</i>			<b>0.00%</b>

**GENERAL FUND FY 2019-2020 APPROVED BUDGET**  
**DISTRICT - WIDE**  
**5200 FOOD SERVICES**

ACCT NUMBER DESCRIPTION	17-18 ACTUAL	18-19 BUD	19-20 APPROVED
5221 Transfer to Food Service	3,013	0	0
<i>Food Services</i>	3,013	0	0
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%

<i>District - Wide</i>	5,997,088	6,089,745	5,740,493
<i>Difference From Previous Budget</i>			(349,252)
<i>Percentage Difference From Previous Budget</i>			-5.74%

Facilities Director	1.0	1.0
Maintenance	1.0	1.0
Special Education Liaison	0.5	0.5

**GENERAL FUND FY 2019-2020 APPROVED BUDGET  
SUMMARY**

SCHOOL ID #	DESCRIPTION	17-18	18-19 BUD	19-20
		ACTUAL		APPROVED
	13 Maple Wood Elementary	2,748,365	3,377,805	3,498,565
11 and 14	Idlehurst Elementary - Preschool	5,271,425	4,845,360	4,775,283
	21 Middle School	4,910,121	4,827,766	5,017,351
	31 High School	5,514,123	5,248,929	5,395,981
	33 Career Technical Center	1,469,855	1,336,985	1,275,440
	90 District Wide	5,997,088	6,089,745	5,740,493
	<b>Total</b>	<b>25,910,980</b>	<b>25,726,590</b>	<b>25,703,113</b>

<b>Summary</b>	<b>25,910,980</b>	<b>25,726,590</b>	<b>25,703,113</b>
<b>Difference From Previous Budget</b>			<b>(23,477)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-0.09%</b>

