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# CITY OF SOMERSWORTH

## PROPOSED BUDGET FISCAL YEAR 2021-2022

*"PROUD PAST, BRIGHT FUTURE"*

# CITY OF SOMERSWORTH FISCAL YEAR 2021-2022

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**Robert M. Belmore**  
City Manager

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

**Michelle Mears**, Director  
Planning & Community Development

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

**David B. Kretschmar**  
Police Chief

**George Kramlinger**  
Fire Chief

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

**Lori Lane**  
Assistant Superintendent, 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

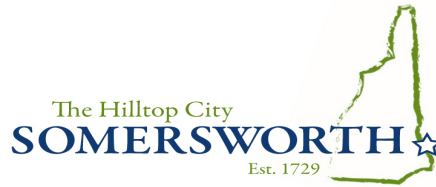
**Richard R. Michaud**  
Councilor  
Ward 5

**David A. Witham**  
Councilor  
At-Large

**Nancie Cameron**  
Councilor  
At-Large

**Crystal Paradis**  
Councilor  
At-Large

**Matt Gerding**  
Councilor  
At-Large



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**March 15, 2021**

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 2021-2022. 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 2021-2022 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 **\$1,097,730**. The budget I am presenting for your consideration is estimated to increase real estate tax revenue by **\$1,080,149**, slightly less than that allowed under this section of the City Charter. The estimated real estate revenue below the tax cap is due to the County budget, which at this time we are estimating to be below the tax cap by \$17,581. However, we don't receive a final number until tax rate setting time, so it seems prudent to allow for some flexibility until we receive the final numbers. 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.

**Budget Consideration and Challenges**

As this year's budget submittal is being developed, I can't help but reflect on what the City, as well as the entire world, has gone through during this global pandemic. Government officials at every level of government are concerned about the financial impact that this pandemic may have on the operations of the public sector.

At the local level we are always concerned about the loss of revenue, and the possibility of downshifting of costs from the State and Federal Governments. In Somersworth, we haven't seen any dramatic decreases in revenue, but have been impacted in a couple areas.

Our ability to raise revenue through the investment of excess funds has been greatly diminished due to the reduction in interest rates as a result of the pandemic. Approximately one year ago we were seeing rates of over 2% on our investment, that has decreased down to .2%.

Other revenues immediately impacted by the pandemic were certain departmental charges for service simply because the City could not offer the services. An obvious example are Recreation fees, lost because of limits placed on programming due to the pandemic. However, without the programming, the City wasn't incurring any expenses that go along with providing the programming, so the immediate impact is essentially a *wash*.

For the development of this budget, I have adjusted specific estimated revenue based on current results. Furthermore, I have reduced the estimated revenue received from the State for "Rooms and Meals Tax" by 25%. In response to this, I am recommending the City increase the use of fund balance from \$800,000 to \$1,050,000. Should the State decide to meet the current year's funding for Rooms and Meals or provide additional funding for Revenue Sharing as they have done the prior two years, I recommend we then reduce the amount being used from fund balance accordingly.

This proposed budget maintains the current level of services, unfortunately a reduction in the amount of Capital Outlay is required to meet the tax cap and factor in other contractual costs. The State of New Hampshire Retirement System increased the employer contribution rates for Group I employees by 25%, Group II Police by 19%, and Group II Fire by 9%. The overall result increased the City's retirement budget by \$300,000. Compare this increase to the fact that the allowable property tax increase for the City budget alone is \$342,000; it was necessary to find reductions in order to maintain services.

You will note that this budget reduces the overall capital outlay budget by almost \$200,000 when compared to the adopted FY20-21 budget. On a positive note, the Road Resurfacing budget is recommended to be level funded at \$900,000. This has become a very successful program in the City. It has become further improved by timing our requests for bids to the winter and we have already contracted with Continental Paving of Londonderry, NH for over \$1,000,000 of paving to start this spring. This will provide the City the ability to complete this work during the prime construction season, and not scramble at the end of the construction season to get the work done.

Furthermore, the City was able to implement a new staffing initiative during the FY20-21 budget season. Through this initiative, we were able to fill a number of new positions, and convert a number of part-time positions to full-time positions. I am pleased to report that these positions were maintained in this proposed budget, as well as all other City staff positions.

### **Capital Improvements**

As mentioned previously, the capital outlay section of this proposed budget has been reduced compared to the current budget, however, a number of capital improvements previously funded are moving forward.

The Cemetery Road complete streets project is out to bid as I write this budget letter, and are due on March 18, 2021. This is a \$3,800,000 project that will make road, sidewalk, drainage, water, and sewer improvements on Cemetery Road. We anticipate this project to start in the Spring and be substantially complete by the end of the 2021 construction season.

The new Fire Station project is moving forward as well. City staff are working with the consultant engineer and construction manager to develop a guaranteed maximum price for construction as final design is being completed. This is another project scheduled to start this spring, and is anticipated to take approximately 18 months.

The City's vehicle replacement program continues to follow the Capital Improvement Plan. The proposed budget supports an increase of the front-line police cruiser/SUV replacement program from 1 to 2 units, as well as continuing the undercover police vehicle replacement program with 1 new vehicle. Under the current FY 21 budget we were able to replace 1 police cruiser, 1 undercover police vehicle, a 1-ton truck in DPW, and will be requesting bids for a new fire engine in May.

The upgrade to the Wastewater Treatment Facility is on-going. That project is approximately 50% complete. There are currently studies of the Water distribution system, Noble Pines water tank, and the wellfield on-going and nearing completion.

Finally, in last year's budget letter I mentioned staff was seeking grant funding to hire a consultant to provide an assessment of the Library to provide options to increase the accessibility of that facility to all sections. Unfortunately, we were unable to secure any grant funding, but we were able to develop a funding strategy to move forward with this project. We are currently requesting proposals from qualified consultants, and responses are due on March 25, 2021.

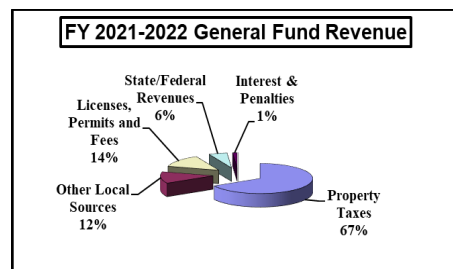
### **Budget**

The General Fund proposed budget reflects an increase of \$388,115 or 2.77% compared to the prior year's approved budget. The enterprise funds reflect an increase of \$498,293 or 10% as a whole.

### **Revenues**

Fiscal Year 2021-2022 proposed City General Fund appropriations will be supported from the following revenue sources:

- \$9,817,929 in Municipal Property Taxes
- \$2,019,975 in Licenses, Permits and Fees
- \$ 831,110 in Intergovernmental
- \$ 200,000 in Interest and Penalties
- \$1,828,161 in Other Local Sources



I have reduced the estimated revenue from the Rooms and Meals tax distribution by 25% anticipating a reduction due to the pandemic. Revenues from motor vehicle and building permits remain strong so I have increased the estimated revenue from these sources. As is evident by the information above, the single largest revenue source for general fund operations continues to be property taxes.

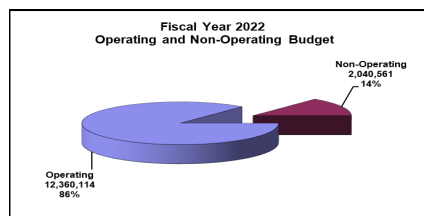
### **General Fund Appropriations:**

Total appropriations proposed for the General Fund are \$14,400,675, representing an increase of 2.77% as compared to the Fiscal Year 2021 Adopted Budget.

Salaries and benefits have increased \$577,769 or 6.07%. As noted earlier in this letter, the NH Retirement System cost represents \$300,000 of that increase. The balance is spread out between salaries, health insurance, and other associated payroll benefit costs. Other areas of increase is in debt service and capital leases.

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

Total General Fund	FY20 Budget	FY20 Actual	FY21 Budget	FY22 Proposed	Percent
<b><u>Salaries and Benefits</u></b>					
Salaries	\$5,276,134	\$5,173,937	\$5,452,233	\$5,655,885	3.74%
Overtime	\$302,250	\$324,654	\$345,819	\$351,750	1.72%
Other Pay	\$203,604	\$198,956	\$206,354	\$226,916	9.96%
Health/Dental Insurance	\$1,672,767	\$1,602,427	\$1,733,641	\$1,765,523	1.84%
Retirement	\$1,135,876	\$1,122,875	\$1,188,059	\$1,488,975	25.33%
Workers Compensation	\$231,162	\$176,105	\$232,447	\$238,918	2.78%
Other Benefits	\$343,315	\$330,386	\$356,089	\$364,444	2.35%
<b>Total Salaries and Benefits</b>	<b>\$9,165,108</b>	<b>\$8,929,340</b>	<b>\$9,514,642</b>	<b>\$10,092,411</b>	<b>6.07%</b>
<b><u>Other Operating</u></b>					
Telephone and Utilities	\$195,485	\$183,349	\$196,935	\$201,329	2.23%
Contracted Services	\$442,874	\$490,165	\$507,974	\$503,474	-0.89%
Civic Promotions/Community Support	\$120,330	\$117,191	\$120,830	\$120,830	0.00%
Contingency	\$76,000	\$43,087	\$76,000	\$75,000	-1.32%
Direct Assistance	\$227,895	\$146,328	\$234,581	\$233,393	-0.51%
Other Operating	\$1,148,320	\$932,897	\$1,172,770	\$1,133,677	-3.33%
<b>Total Other Operating</b>	<b>\$2,210,904</b>	<b>\$1,913,017</b>	<b>\$2,309,090</b>	<b>\$2,267,703</b>	<b>-1.79%</b>
<b>Total Operating</b>	<b>\$11,376,012</b>	<b>\$10,842,357</b>	<b>\$11,823,732</b>	<b>\$12,360,114</b>	<b>4.54%</b>
<b><u>Capital and Debt</u></b>					
Debt Service/Leases	\$1,064,954	\$1,064,954	\$883,046	\$938,505	6.28%
Capital/Road Maintenance	\$1,057,913	\$1,388,846	\$1,174,700	\$978,475	-16.70%
Transfers to Other Capital Funds	\$115,958	\$115,958	\$131,081	\$123,581	-5.72%
<b>Total Capital and Debt</b>	<b>\$2,238,825</b>	<b>\$2,569,758</b>	<b>\$2,188,827</b>	<b>\$2,040,561</b>	<b>-6.77%</b>
<b>Total General Fund Budget</b>	<b>\$13,614,837</b>	<b>\$13,412,115</b>	<b>\$14,012,559</b>	<b>\$14,400,675</b>	<b>2.77%</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 :*

Salary Increases	\$230,145
Health Insurance Increases	\$ 31,882
NH State Retirement	\$300,916
Wage related benefits (FICA, W/C, etc.)	\$ 14,826
Subtotal	\$577,769

*Changes due to City Council action:*

Net change in Debt Service	\$ 27,485
Net change in Lease Payments	\$ 27,974
Subtotal	\$ 55,459

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

Fire – Replace Portable Radios	\$ 11,428
Down-payment on Vehicle Leases	\$ 20,000
Noble Pines Tennis Court Rehab	\$ 14,000
Crane Boom – DPW	\$ 6,047
Paint DPW Truck	\$ 6,500
Rotary/Flail Mower DPW	\$ 13,000
Millennium Park Lights Repair	\$ 7,500
Subtotal	\$ 78,475

**Water Fund**

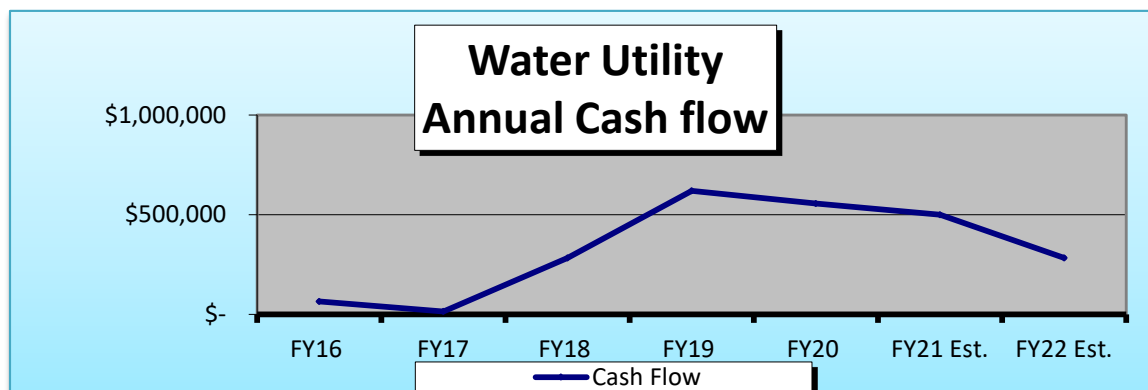
The total appropriations recommended for the Water Fund reflects an increase of \$224,003 or 10.28%.

The Water Fund opened FY2021 with a cash surplus of \$3,382,665, and as of the end of February it was \$3,636,288. At this time, there are no scheduled increases to the Water rates.

Changes of note are:

- The addition of 1 full-time distribution employee effective October 1, 2020. A full year of wages and benefits are reflected in the proposed budget.
- This proposed budget includes \$61,200 for a new vehicle to replace distribution truck 903. This was reflected in the City's FY2022-2027 Capital Improvement Program.
- This proposed budget includes \$118,628 for the first year of principal and interest payments for the Water Utility's portion of the Cemetery Road complete streets bond issue.

The graph is a visual depiction of the annual cash flow for the water utility.



### **Sewer Fund**

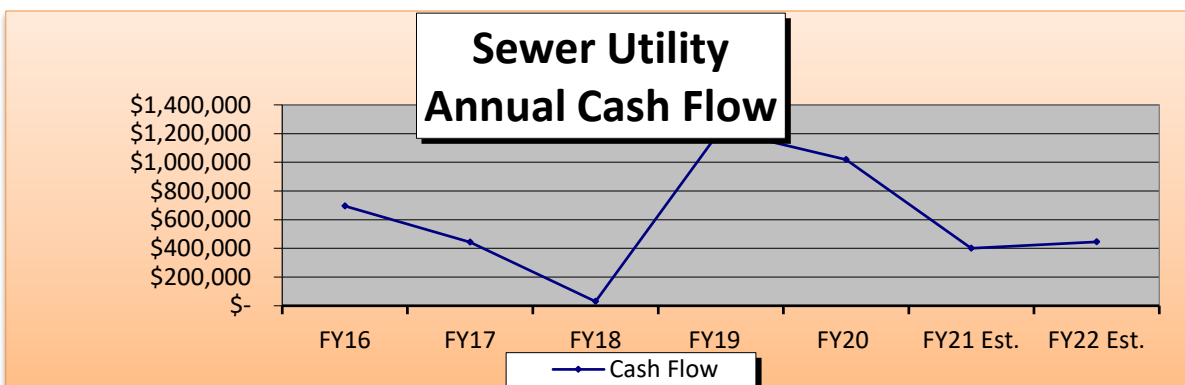
The total appropriations recommended for the Sewer Fund reflects an increase of \$201,137 or 8.58%.

The Sewer Fund opened FY2021 with a cash surplus of \$4,619,446 and as of the end of February it was approximately \$4,871,140. At this time, there are no scheduled increases to the Wastewater rates.

Changes of note are:

- This proposed budget includes \$95,000 for a Sewer Collection System Assessment. This was reflected in the City's FY2022-2027 Capital Improvement Program.
- This proposed budget includes \$118,628 for the first year of principal and interest payments for the Wastewater Utility's portion of the Cemetery Road complete streets bond issue.

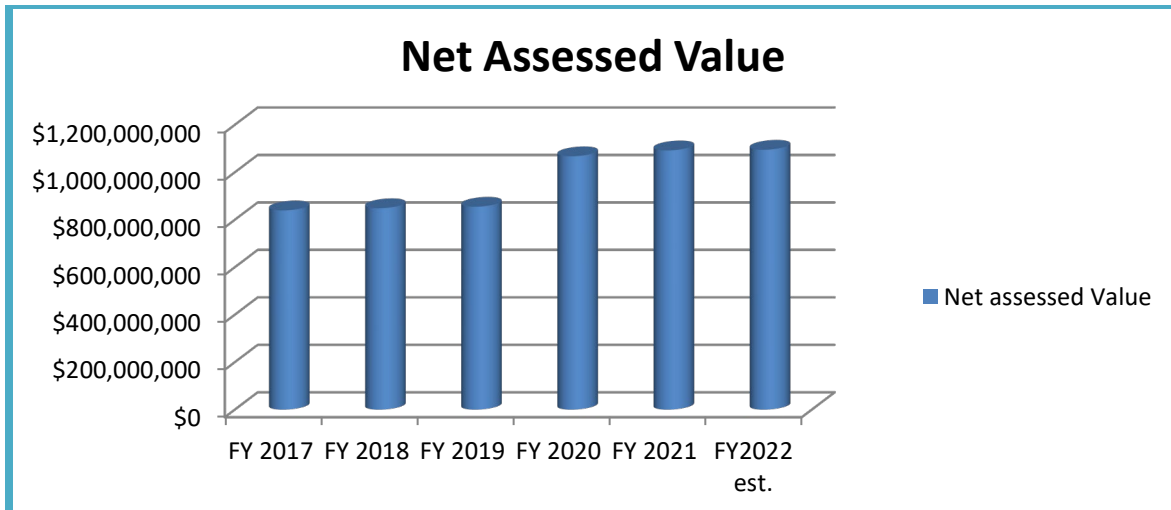
The graph is a visual depiction of the annual cash flow for the sewer utility.



### **Net Assessed Valuation**

The City is experiencing a very active building market at this time. There are a number of single-family home developments, as well as some large apartment complexes being built. This has or will equate to increases in the City's net assessed value (NAV). The most recent NAV is \$1,092,265,002, an increase of 2.33% over the previous year.

The following is a chart listing the City's un-equalized net assessed value since FY2017:



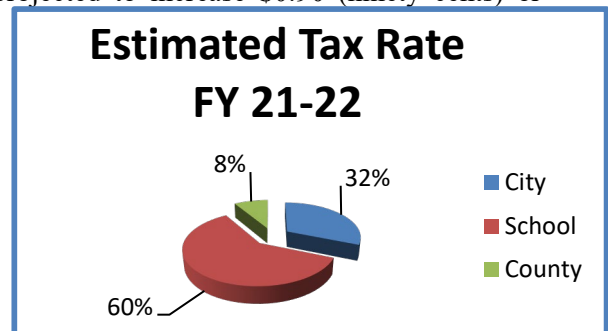
### School Department Budget

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

If adopted as proposed, the property tax rate is projected to increase \$0.90 (ninety cents) or 3.23%.

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 \$250,000.

	FY2021 Adopted	FY2022 Proposed
<b>Average residential home in Somersworth = \$250,000</b>	<b>Budget</b>	<b>Budget</b>
<b>Tax rate per \$1,000 Assessed Value</b>	<b>27.85</b>	<b>28.75</b>
<b>Property Taxes</b>	<b>\$6,963</b>	<b>\$7,188</b>
<b>Rate Change from FY2021</b>		<b>\$225</b>
<b>% Change from FY2021</b>		<b>3.23%</b>

### **Fund Balance**

Fund balance retention is important for responsible long-term financial planning. Maintaining a healthy fund balance 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, 2020 was \$4,436,849. 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 8.74%, which is within the goal as laid out in the policy.

Based on the current status of the City's fund balance, and concerns I have during the development of this budget about reduced State revenue, I am recommending utilizing \$1,050,000 to reduce the impact of the proposed budget on the tax rate. I am further recommending that if the State is able to provide the City more revenue than estimated as part of the proposed budget, that the amount of fund balance utilized be reduced by an equivalent amount.

### **Summary**

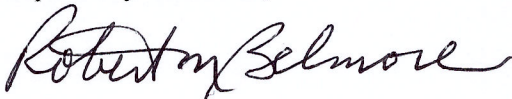
The Fiscal Year 2021-2022 proposed budget does not eliminate any services, does not reduce staffing in any department, and meets the City's commitment to provide effective and efficient services to our Community. Although we have had to adapt and make necessary changes to the way we operate, it hasn't slowed us down. When I reflect on the number of projects we have scheduled to start this Spring I realize how busy we have been, and will be.

Although the last year has been challenging for everyone, working together this past year with the Mayor and Council, City staff, volunteers, and residents really showed me what a special Community Somersworth truly is.

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 the Fiscal Year 2021-2022 Budget Proposal with you.

Respectfully submitted,



Robert M. Belmore  
City Manager

*"Proud Past, Bright Future"*

**Analysis of Tax Cap - Estimate for FY2022 Budget Year**  
**City of Somersworth, NH**

	City Portion	School Portion	State Portion	County Portion	Total
A. Prior Fiscal Year Net Amount Raised By Taxes (FY2021 Actual Levy)	9,475,698	16,156,463	2,080,608	2,663,741	30,376,510
B. Multiplied by the National CPI-U	1.23%	1.23%	1.23%	1.23%	1.23%
<b>C. Subtotal (A x B)</b>	116,551	198,724	25,591	32,764	373,630
D. Prior April 1 to March 31 Net Construction Value (estimated)	26,000,000	26,000,000	26,000,000	26,000,000	26,000,000
E. Multiplied by Prior Fiscal Year Tax Rate/1,000 of Value (Actual)	8.68	14.79	1.94	2.44	27.85
<b>F. Subtotal (D x E)</b>	225,680	384,540	50,440	63,440	724,100
<b>G. Increase Allowed for FY2022 Tax Levy (C + F)</b>	<b>342,231</b>	<b>583,264</b>	<b>76,031</b>	<b>96,204</b>	<b>1,097,730</b>
<b>H. FY2022 Amount allowed to be Raised by Taxes (Capped Tax Levy) (A + G)</b>	<b>9,817,929</b>	<b>16,739,727</b>	<b>2,156,639</b>	<b>2,759,945</b>	<b>31,474,240</b>
I. FY2022 Estimated Amount Adopted to be Raised by Taxes	9,817,929	16,914,568	1,981,798	2,742,364	31,456,659
J. Variance between estimated and capped tax levy (H -I)	0	(174,841)	174,841	17,581	17,581
K. Amount required to be absorbed by City and School	17,581	174,841	(174,841)	(17,581)	0
<b>L. Amount of Budget Adjustment Required for FY2021 (J +K)</b>	<b>17,581</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$17,581</b>

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

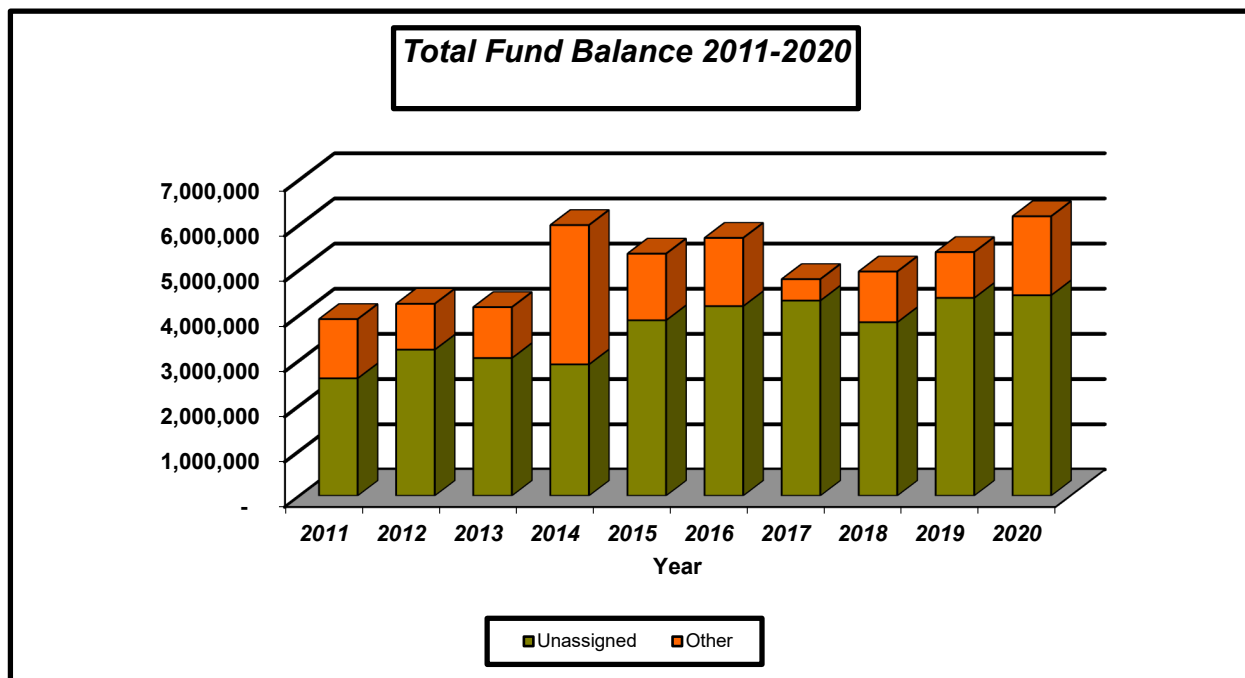
# CPI for All Urban Consumers (CPI-U) Original Data Value

**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:** 2010 to 2020

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
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
2019	251.712	252.776	254.202	255.548	256.092	256.143	256.571	256.558	256.759	257.346	257.208	256.974	255.657
2020	257.971	258.678	258.115	256.389	256.394	257.797	259.101	259.918	260.280	260.388	260.229	260.474	258.811
<b>Percent Annual Increase</b>													<b>1.23%</b>

## General Fund Total Fund Balance

<u>Fiscal Year</u>	<u>Unassigned</u>	<u>Other</u>	<u>Total Fund Balance</u>
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	4,378,580	1,013,577	5,392,157
2020	4,436,849	1,748,558	6,185,407

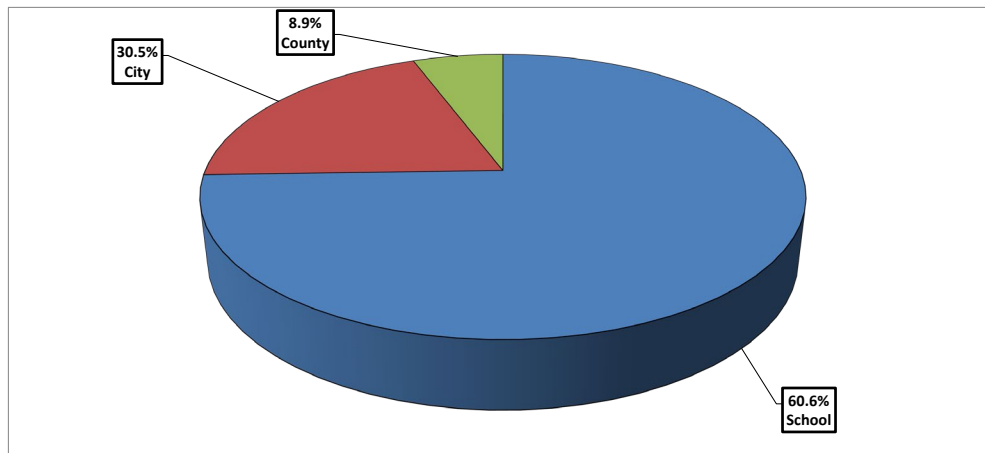


## 2021/22 Tax Rate Estimate

CITY PORTION		Estimated FY21-22 Tax Rate	FY20-21 Tax Rate	Change
Gross Appropriations	20,001,570			
Less: Revenues	10,480,141			
Less: Shared Revenues	-			
Add: Overlay	50,000			
Add: War Service Credits	246,500			
Net Town Appropriation	9,817,929	8.97	8.68	0.29
SCHOOL PORTION				
Net Local School Budget	25,704,152			
Less: Equitable Education Grant	6,807,786			
Less: State Education Taxes	1,981,798			
Net School Tax Total	16,914,568	15.45	14.79	0.66
STATE EDUCATION TAXES				
Equalized Valuation (no utilities)	1,981,798			
Net State Education Total	1,981,798	1.83	1.94	(0.11)
COUNTY PORTION				
Due to County	2,742,364			
Less: Shared Revenue	-			
Net County Total	2,742,364	2.50	2.44	0.06
Total Tax Rate		28.75	27.85	0.90
Total Property Taxes Assessed		31,456,659		
Less: War Service Credits		(246,500)		
Total Property Tax Commitment	31,210,159			

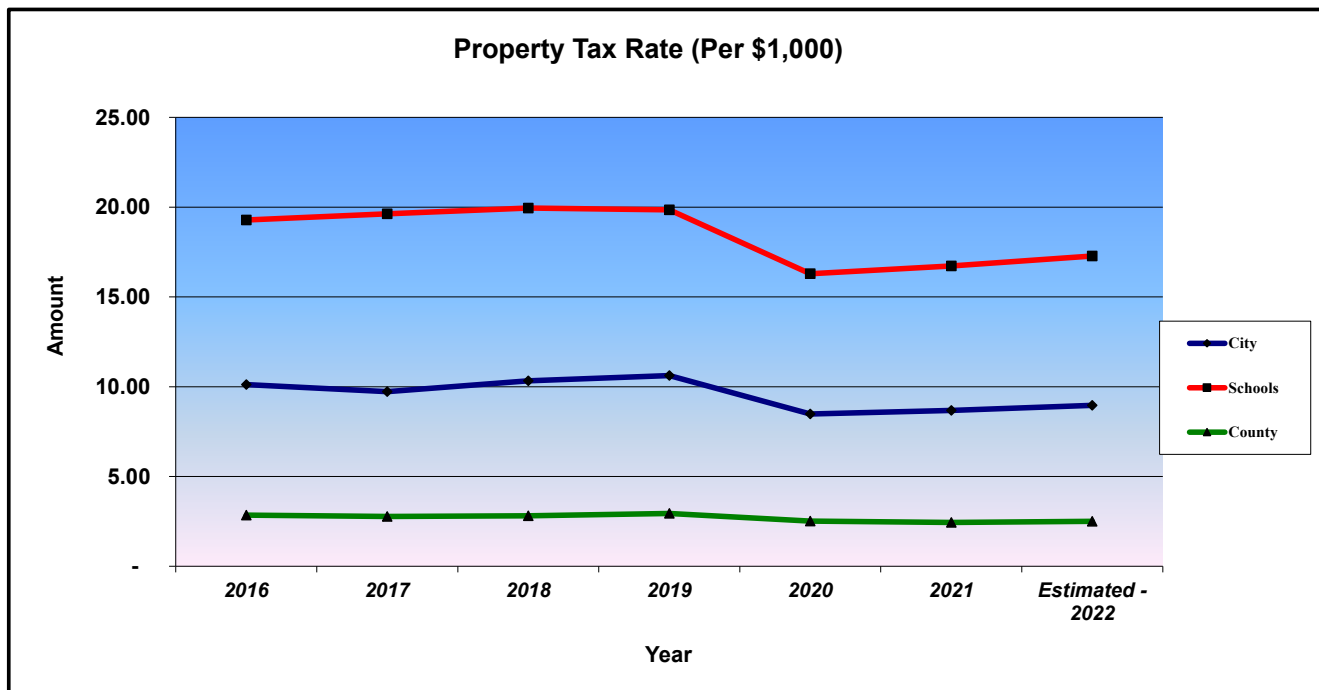
### Net Assessed Valuation (Estimate)

State Education Taxes (No utilities)	1,085,000,000	1.83	1,981,798.00
All Other Taxes	1,095,000,000	26.92	29,474,861.00
			31,456,659.00



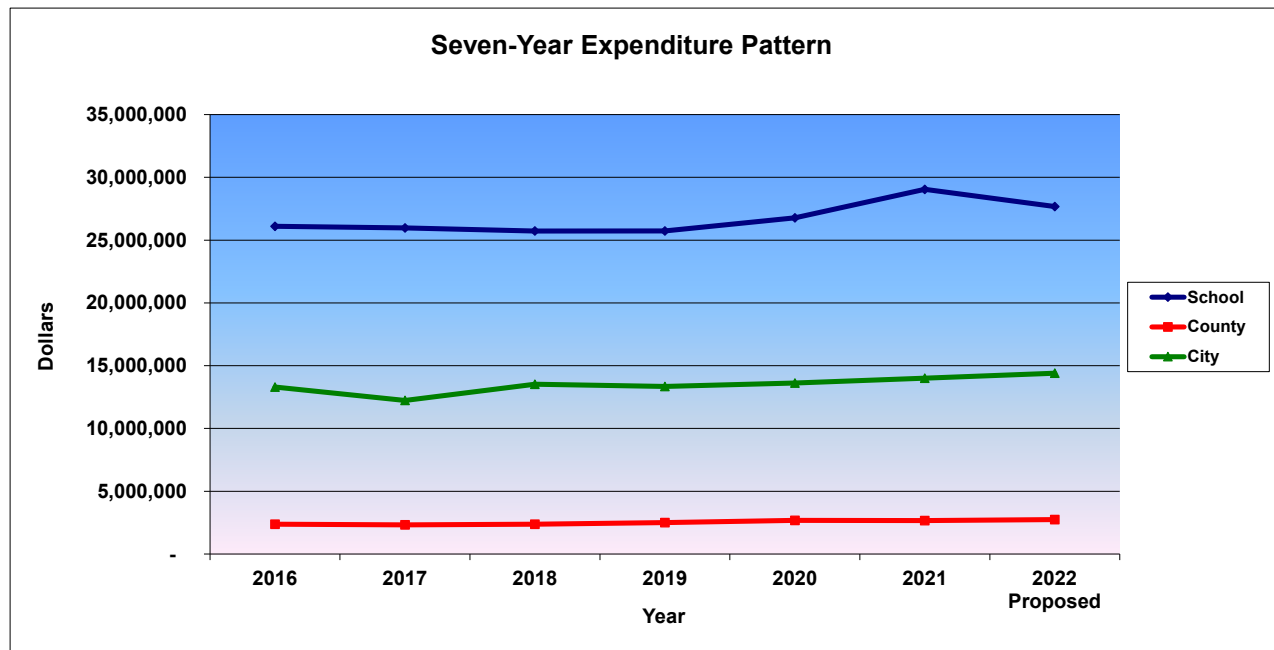
## Property Tax Rate (Per \$1,000)

<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>
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
2020	8.48	31.1%	16.29	59.7%	2.51	9.2%	27.28
2021	8.68	31.2%	16.73	60.1%	2.44	8.8%	27.85
Estimated - 2022	8.97	31.2%	17.27	60.1%	2.50	8.7%	28.75



## GENERAL FUND EXPENDITURES

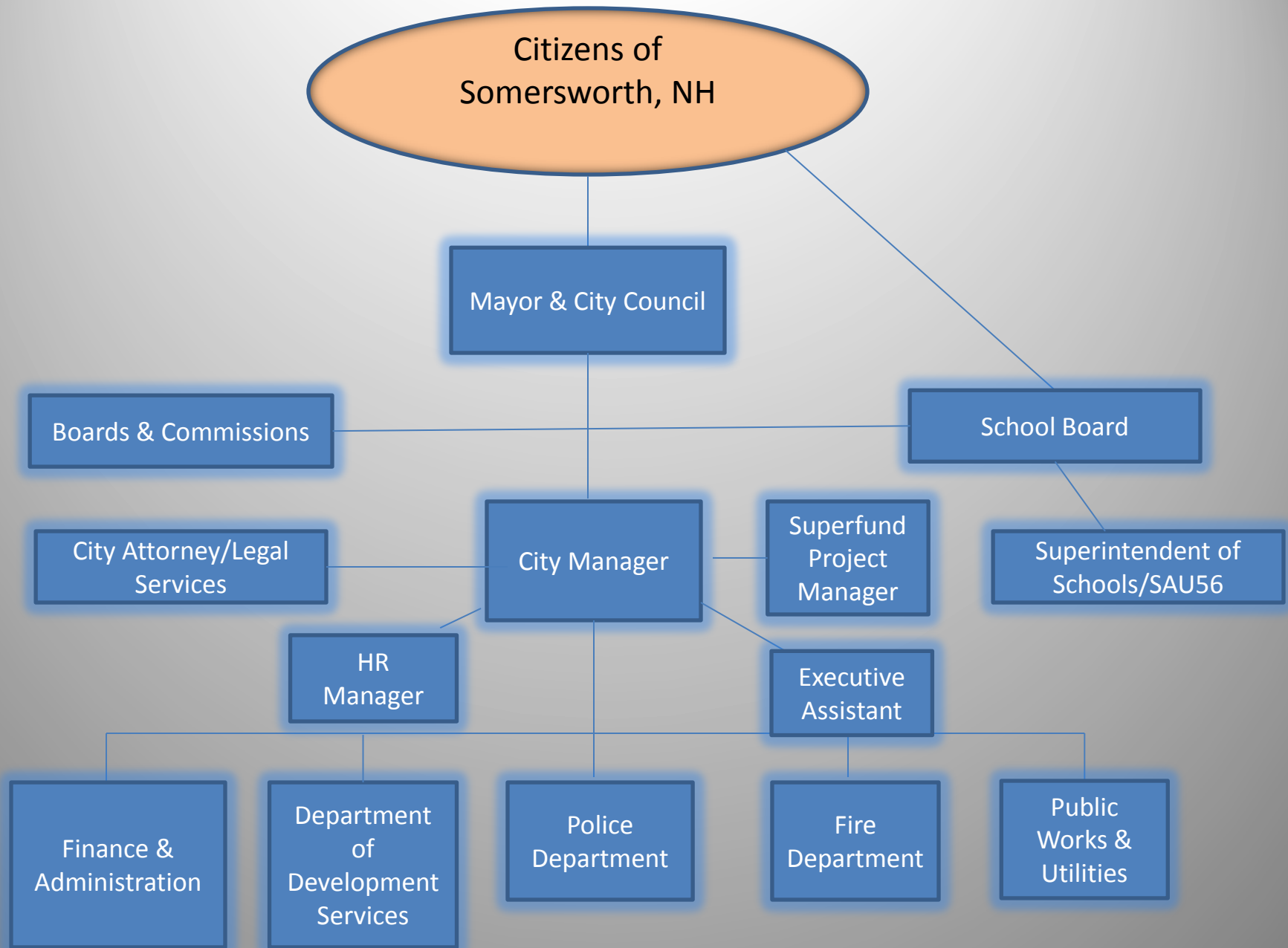
	2016	2017	2018	2019	2020	2021	2022 Proposed
<b>Amount</b>							
School	26,102,271	25,973,820	25,725,172	25,726,590	26,772,978	29,047,242	27,680,522
County	2,374,369	2,322,885	2,382,236	2,509,614	2,676,395	2,663,741	2,742,364
City	13,298,125	12,231,197	13,518,249	13,349,101	13,614,837	14,012,560	14,400,675
<b>Total</b>	<b>41,774,765</b>	<b>40,527,902</b>	<b>41,625,657</b>	<b>41,585,305</b>	<b>43,064,210</b>	<b>45,723,543</b>	<b>44,823,561</b>
<b>Dollar Change</b>							
School	292,039	(128,451)	(248,648)	1,418	1,046,388	2,274,264	(1,366,720)
County	1,045	(51,484)	59,351	127,378	166,781	(12,654)	78,623
City	(16,656)	(1,066,928)	1,287,052	(169,148)	265,736	397,723	388,115
<b>Total</b>	<b>276,428</b>	<b>(1,246,863)</b>	<b>1,097,755</b>	<b>(40,352)</b>	<b>1,478,905</b>	<b>2,659,333</b>	<b>(899,982)</b>
<b>Percent Change</b>							
School	0.99%	-0.49%	-0.96%	0.006%	4.067%	8.495%	-4.705%
County	4.48%	-2.17%	2.56%	5.347%	6.646%	-0.473%	2.952%
City	11.09%	-8.02%	10.52%	-1.251%	1.991%	2.921%	2.770%
<b>Total</b>	<b>4.23%</b>	<b>-2.98%</b>	<b>2.71%</b>	<b>-0.097%</b>	<b>3.556%</b>	<b>6.175%</b>	<b>-1.968%</b>



G/F Op = General Fund Operating (Property Taxes)  
 E/F Op = Enterprise Fund User Fees  
 B, G T = Building, Grounds, Transportation Committee

City of Somersworth  
 Staffing Changes

Section	Project by Division	Funding Source	Priority Dept.	Manager	FY22	FY23	FY24	FY25	FY26	FY27	Totals FY22-FY27
	<b>DEPARTMENT OF DEVELOPMENT SERVICES</b>										
	Full Time Planner	G/F Op	II	III	\$0	\$0	\$96,100	\$0	\$0	\$0	\$96,100
	<b>DEPARTMENT OF DEVELOPMENT SERVICES TOTALS</b>				\$0	\$0	\$96,100	\$0	\$0	\$0	\$96,100
	<b>CITY MANAGER/FINANCE DEPARTMENT</b>										
E	Full Time Position - Information Technology	G/F Op	II	II	\$0	\$92,000	\$0	\$0	\$0	\$0	\$92,000
	<b>CITY MANAGER/FINANCE DEPARTMENT TOTALS</b>				\$0	\$92,000	\$0	\$0	\$0	\$0	\$92,000
	<b>PUBLIC SAFETY - FIRE DEPARTMENT</b>										
	Deputy Fire Chief	G/F Op	II	II	\$0	\$124,234	\$0	\$0	\$0	\$0	\$124,234
	<b>PUBLIC SAFETY - FIRE DEPARTMENT</b>				\$0	\$124,234	\$0	\$0	\$0	\$0	\$124,234
	<b>PUBLIC SAFETY - POLICE DEPARTMENT</b>										
H	Full Time Police Officers	G/F Op	I	II	\$0	\$0	\$0	\$91,311	\$0	\$0	\$91,311
H	Part Time Prosecutor	G/F Op	II	III	\$0	\$0	\$64,451	\$0	\$0	\$0	\$64,451
H	Part Time Prosecution Assistant	G/F Op	II	III	\$0	\$0	\$38,732	\$0	\$0	\$0	\$38,732
H	Full Time Dispatcher	G/F Op	II	II	\$0	\$0	\$0	\$0	\$69,521	\$0	\$69,521
	<b>POLICE DEPARTMENT TOTALS</b>				\$0	\$0	\$103,183	\$91,311	\$69,521	\$0	\$264,015
	<b>DEPARTMENT OF PUBLIC WORKS AND UTILITIES</b>										
	Equipment Operator I	G/F Op	II	III	\$0	\$0	\$0	\$53,420	\$0	\$0	\$53,420
	Water Treatment Plant Operator I	E/F Op	II	III	\$0	\$0	\$46,520	\$0	\$0	\$0	\$46,520
	Lab Technician/Plant Operator	E/F Op	II	III	\$0	\$0	\$0	\$0	\$45,185	\$0	\$45,185
	Mechanic	G/F Op	II	III	\$0	\$0	\$0	\$61,171	\$0	\$0	\$61,171
	<b>DEPARTMENT OF PUBLIC WORKS AND UTILITIES TOTALS</b>				\$0	\$0	\$46,520	\$114,591	\$45,185	\$0	\$206,296
	<b>TOTALS</b>				\$0	\$216,234	\$245,803	\$205,902	\$114,706	\$0	\$782,645



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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.

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 key 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 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 Comcast 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 (CIP)

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 in advance for capital expenditures to meet the future needs of the Community.

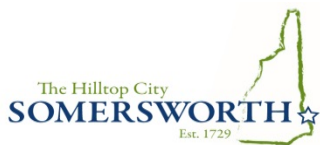
I encourage you to visit our website [www.somersworth.com](http://www.somersworth.com) and while there please consider signing up to receive our City's E-News and E-Notifications regarding emergencies and other timely messages.

Sincerely,

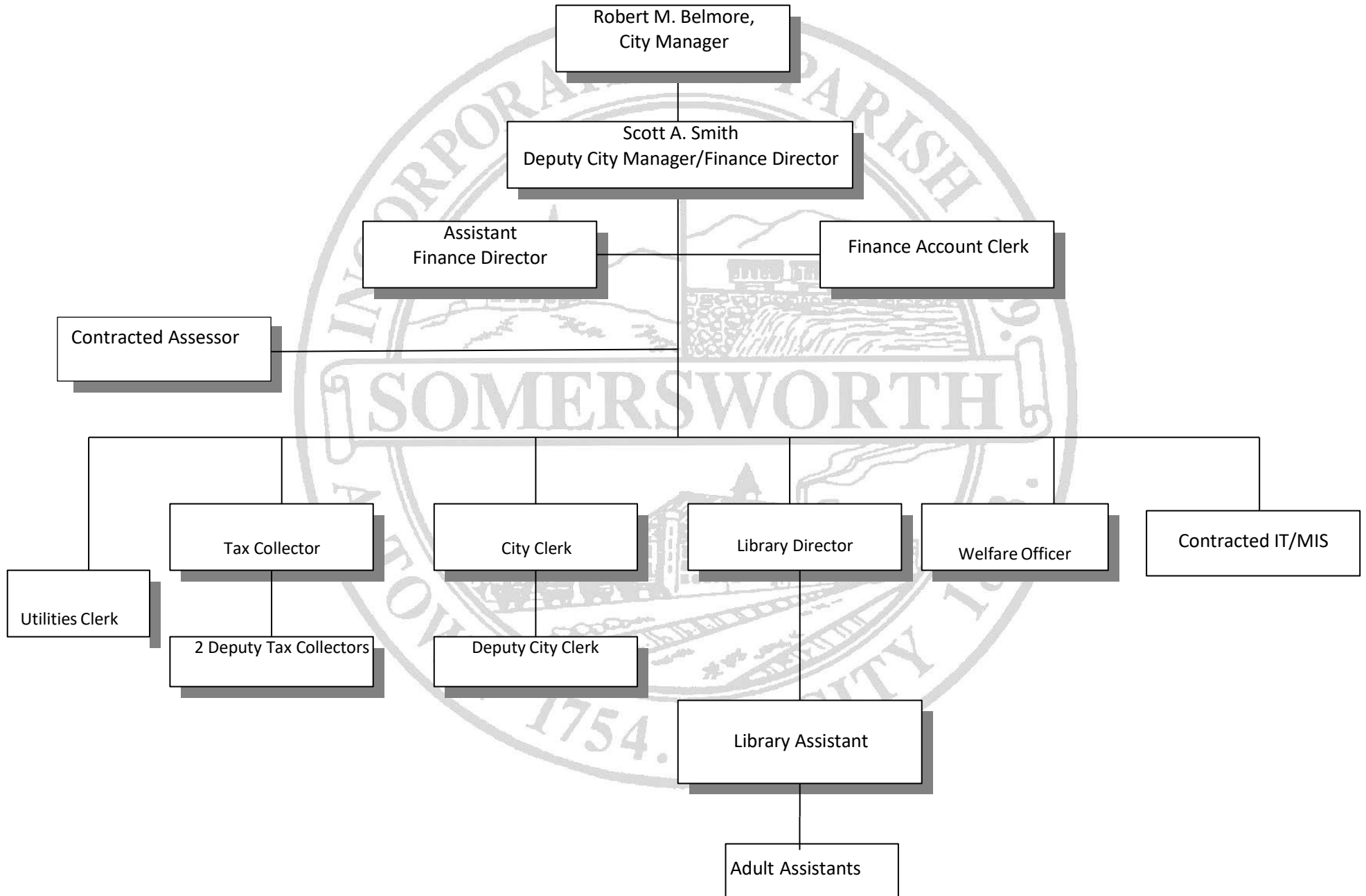
Robert M. Belmore  
City Manager

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

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[bbelmore@Somersworth.com](mailto:bbelmore@Somersworth.com)  
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City of Somersworth  
Organizational Chart  
Finance & Administration





## **DEPARTMENT OF FINANCE AND ADMINISTRATION**

### **NEW PROGRAMS/SERVICES FOR FISCAL YEAR 2022:**

- There are no requests for new staff or new programs in the proposed Fiscal Year 2021-2022 budget.

*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 Department 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.

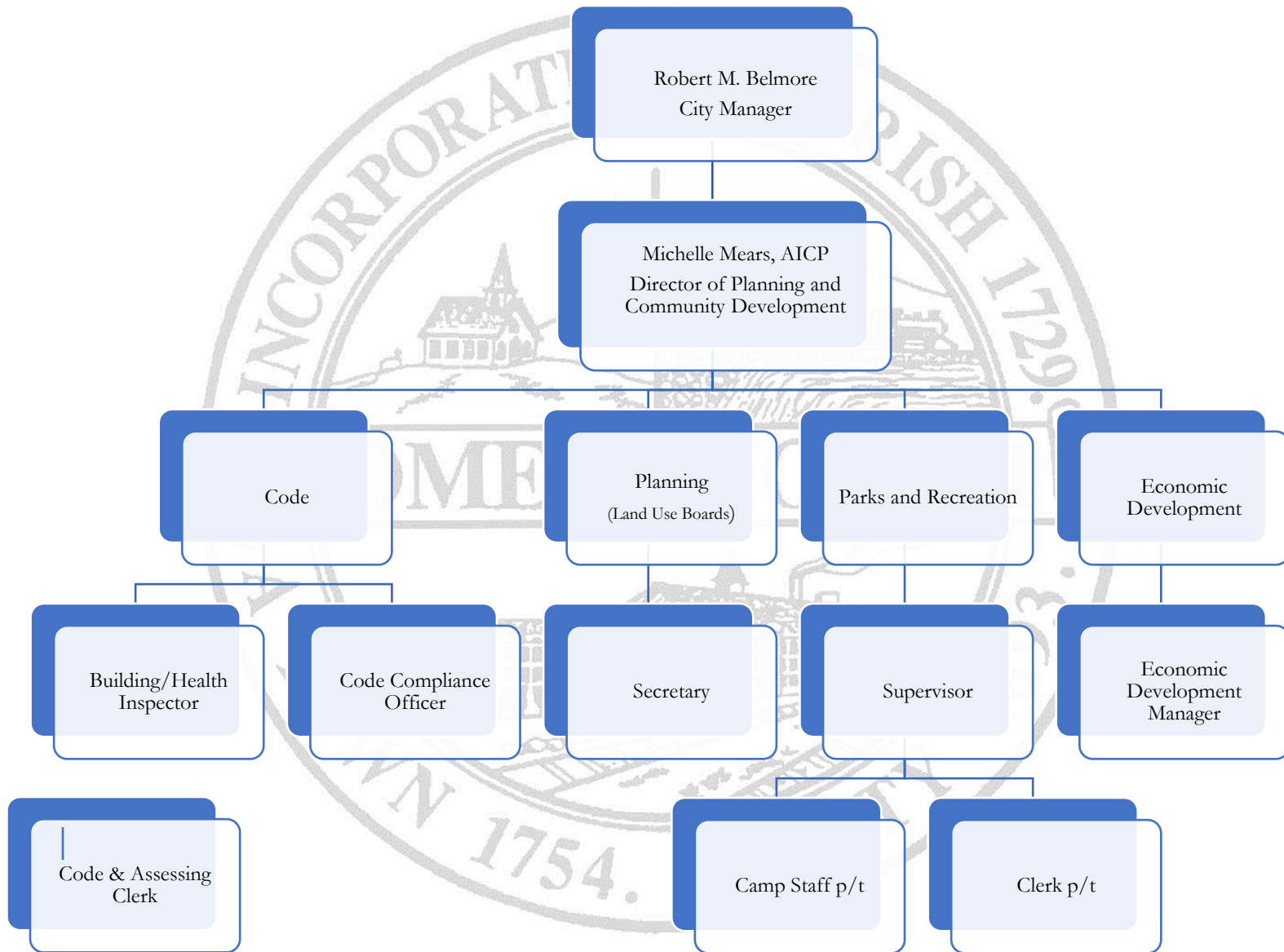
### **Water/Sewer Utility Billing**

- 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  
Department of Development Services





## **DEPARTMENT OF DEVELOPMENT SERVICES – 2021-2022**

### **Development Services:**

The Department of Development Services (DDS) includes Economic Development, Planning, Code Enforcement and Recreation. The Department focuses on the growth, development and amenities 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 Development Services 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 Building Inspector/Health Officer is full time with a full time Code Compliance Officer and a part time Electrical Inspector. This office strives for efficient permitting, pro-active and fair 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, zoning, 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 Development Services.

**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 Development Services 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. Planning Board is also responsible for drafting a City Master Plan every 5-10 years per State Statute. The current Master Plan was completed in 2010.

**Economic Development:**

This office has consists of a part time Economic Development Manager (EDM) devoted to economic development and serving the City's residents and business community. 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.

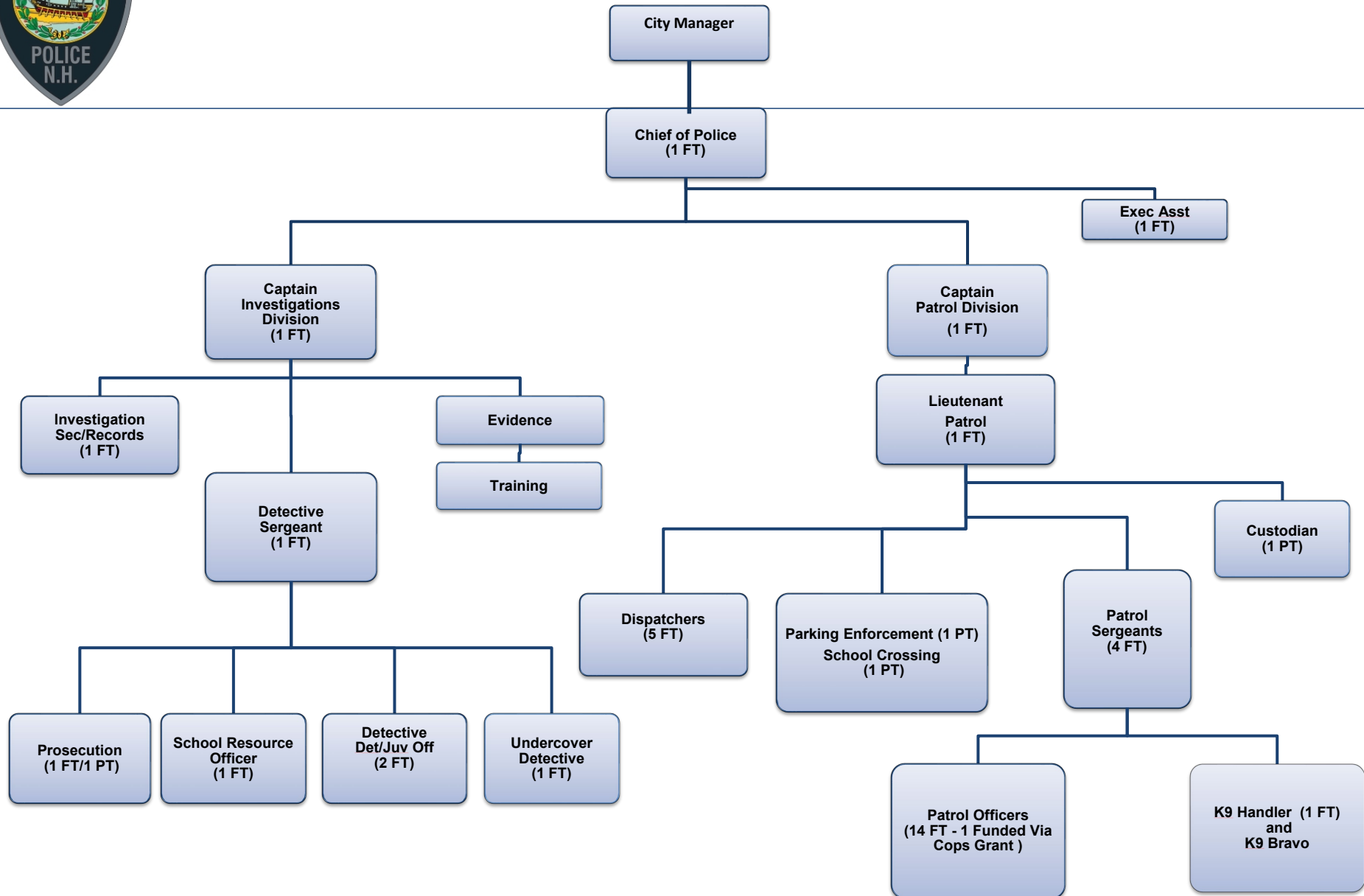
**Parks and Recreation:**

The Recreation Office focuses on the leisure time amenities, activities and programming, for Somersworth residents. Programs include Pee Wee Soccer, several basketball programs, and Granite State Track and Field. 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, Mother Son Magic Show, Senior Picnic, and the Senior Tea. This office is staffed with a full time Recreation Supervisor, a part time seasonal clerk, and a dozen or so seasonal camp counselors.



# Somersworth Police Department

## Current Organization



# Somersworth Police Department



## Department Staff

Sworn Personnel:

29 Full-Time

Non-Sworn:

7 Full-Time and 3 Part-Time

## Calls for Service:

Year:	2016	20,573
	2017	24,485
	2018	26,234
	2019	23,962
	2020	21,762

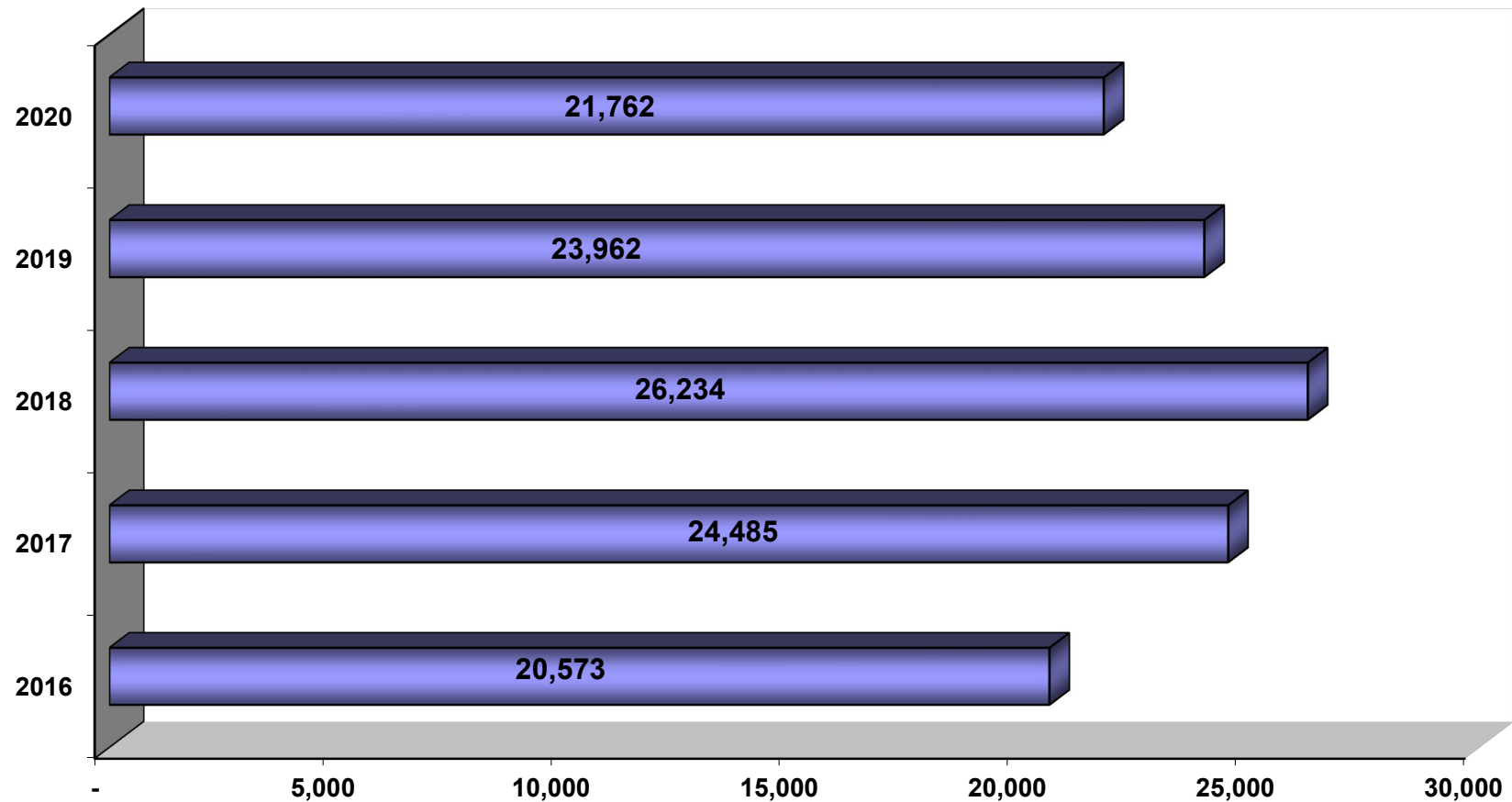


## Somersworth Police Department Statistics

	2016	2017	2018	2019	2020	5 Year Average
Calls for Service	20,573	24,485	26,234	23,962	21,762	23,403.20
Offenses Committed	2,334	2,396	2,201	2,341	2,176	2,289.60
Total Felonies	326	309	365	448	410	371.60
Total Crime Related Incidents	960	1,075	969	918	806	945.60
Total Non-Crime Related Incidents	1,968	1,928	1,928	2,065	1,895	1,956.80
Total Arrests (On View)	510	463	515	521	486	499.00
Total Arrests (Based on Incident/Warrant)	338	356	280	270	280	304.80
Total Summons Arrests	113	173	115	174	183	151.60
Total Arrests	961	992	910	965	949	955.40
Total P/C's	188	185	216	193	203	197.00
Total Juvenile Arrests	68	87	65	45	39	60.80
Total Juvenile Handled (Arrest)	44	40	34	17	18	30.60
Total Juvenile Referred (Arrest)	24	47	31	28	21	30.20
Total Open Warrants	25	23	39	15	19	24.20
Total Restraint Orders	102	100	101	107	92	100.40
Stolen Property-Value	499,591	474,966	323,246	277,401	348,687	384,778.20
Stolen Property Recovered Value	48,610	85,895	73,364	151,435	101,415	92,143.80
Total Motor Vehicle Accidents	447	443	449	394	328	347
Total Motor Vehicle Violations-Civil	4	1	-	-	-	1
Total Motor Vehicle Violations-Warnings	2,329	1,919	2,063	2,042	1,494	1,671
Total Motor Vehicle Violations-Arrests	754	550	292	337	190	387
Total Parking Tickets	186	304	1,196	1,375	194	612

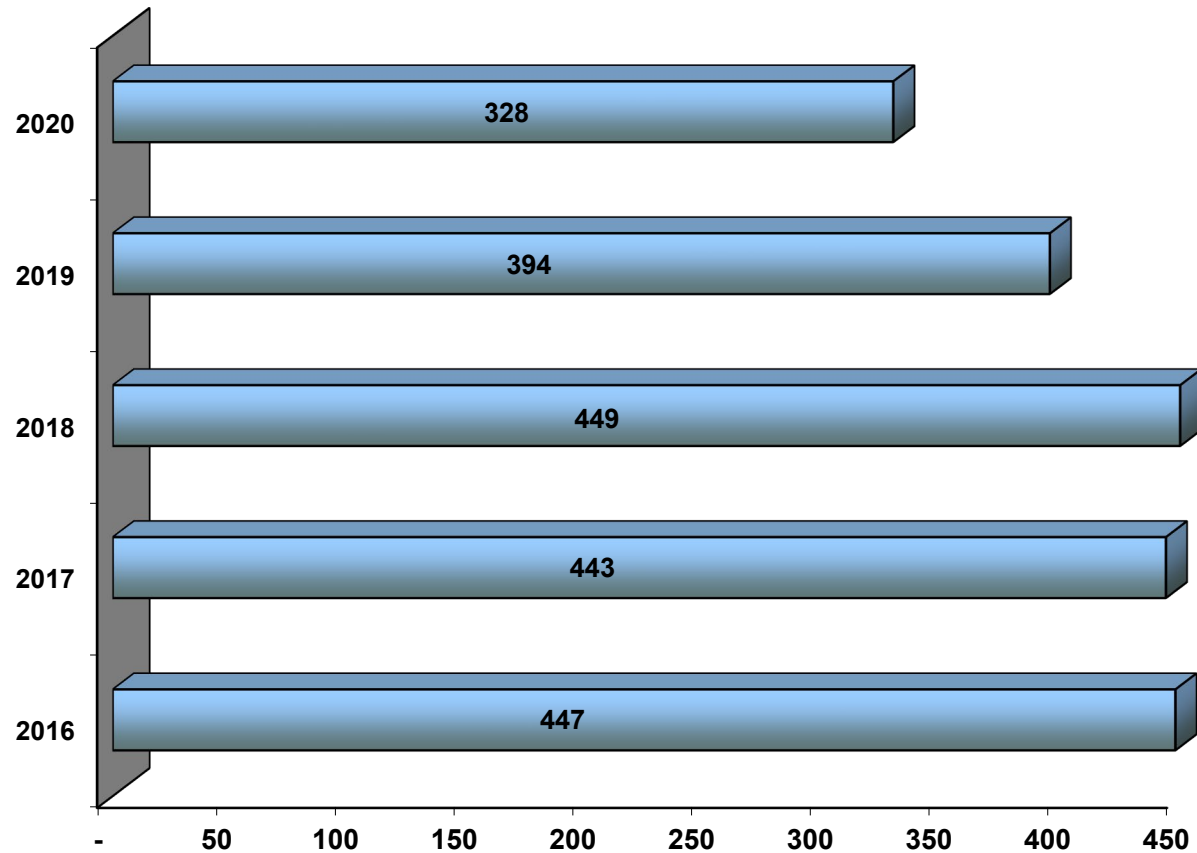


## Somersworth Police Department Calls for Service 5 Year Average = 23,403.20



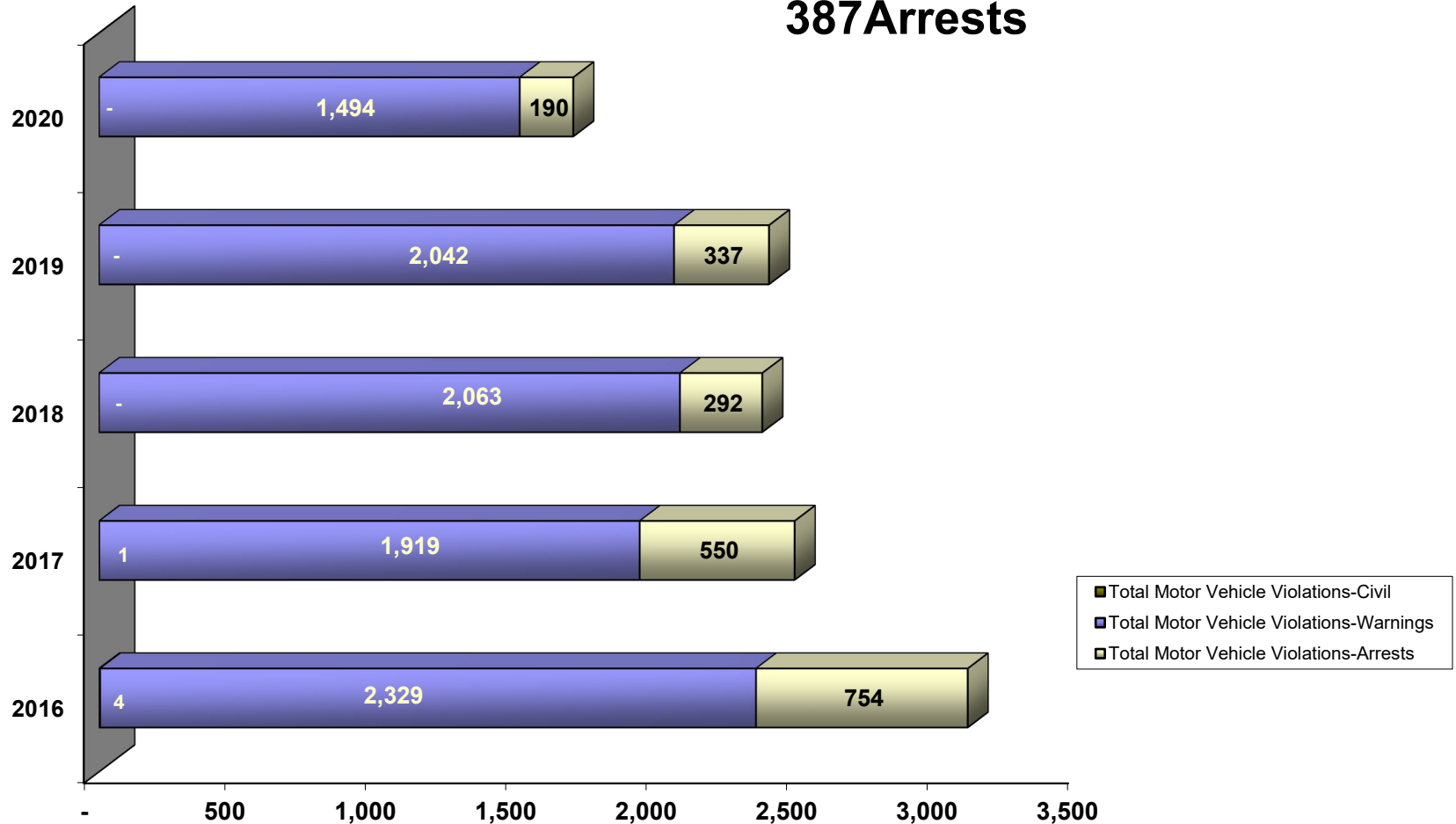


# **Somersworth Police Department Total Motor Vehicle Accidents 5 Year Average = 347**



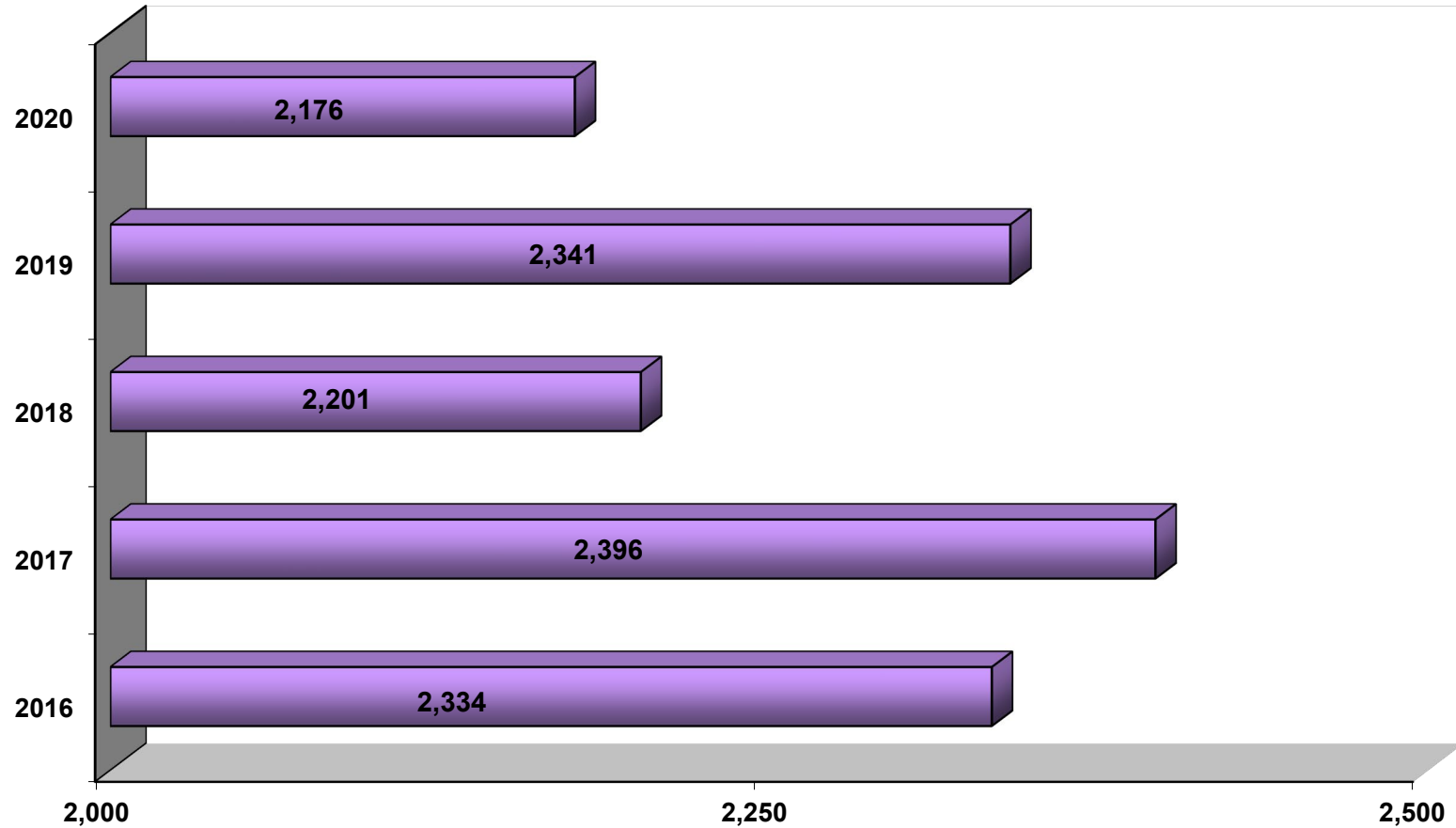


# Somersworth Police Department Motor Vehicle Violations 5 Year Average = 1 Civil 1,671 Warnings 387 Arrests



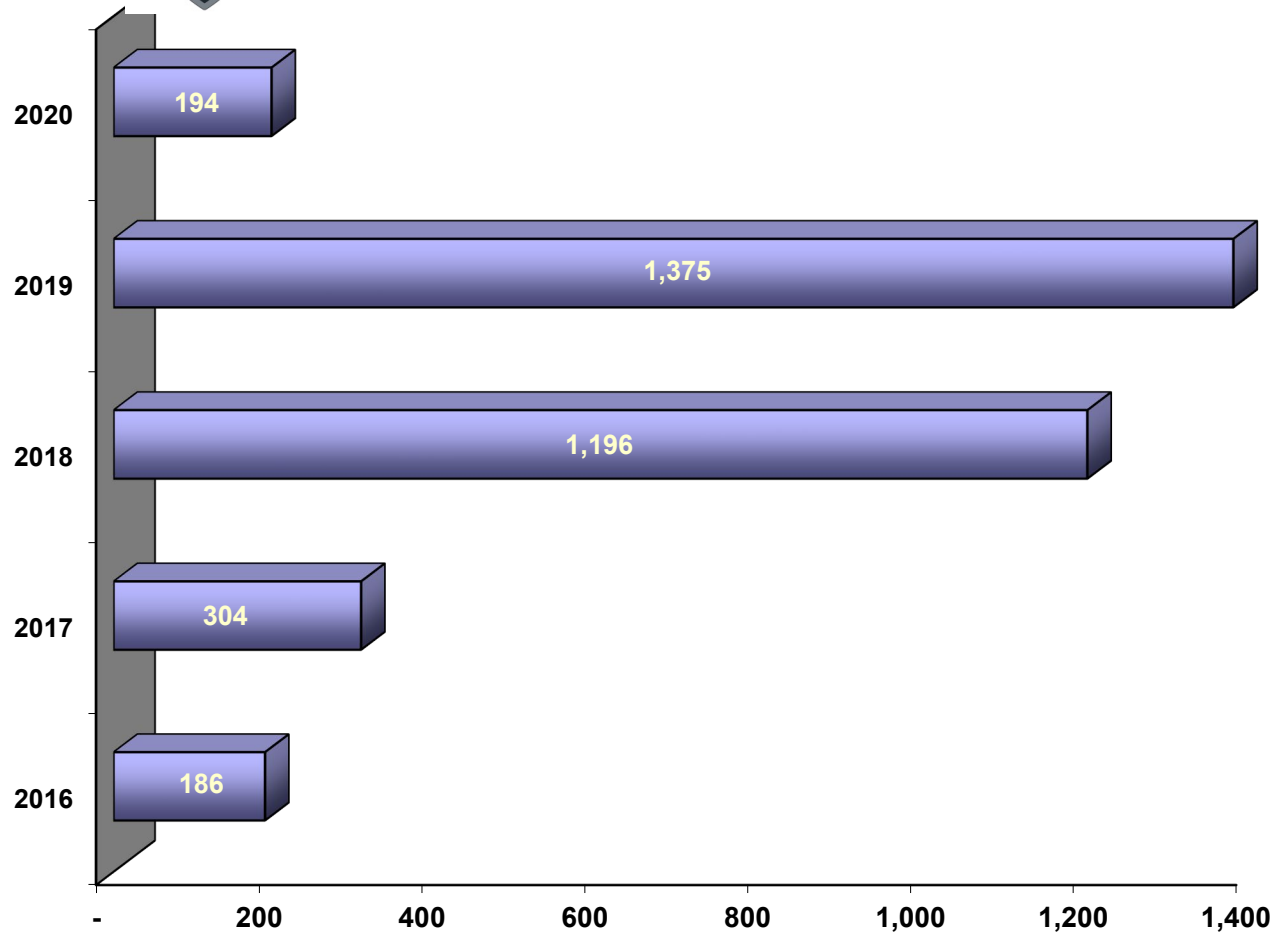


# Somersworth Police Department Total Offenses 5 Year Average = 2,289.6

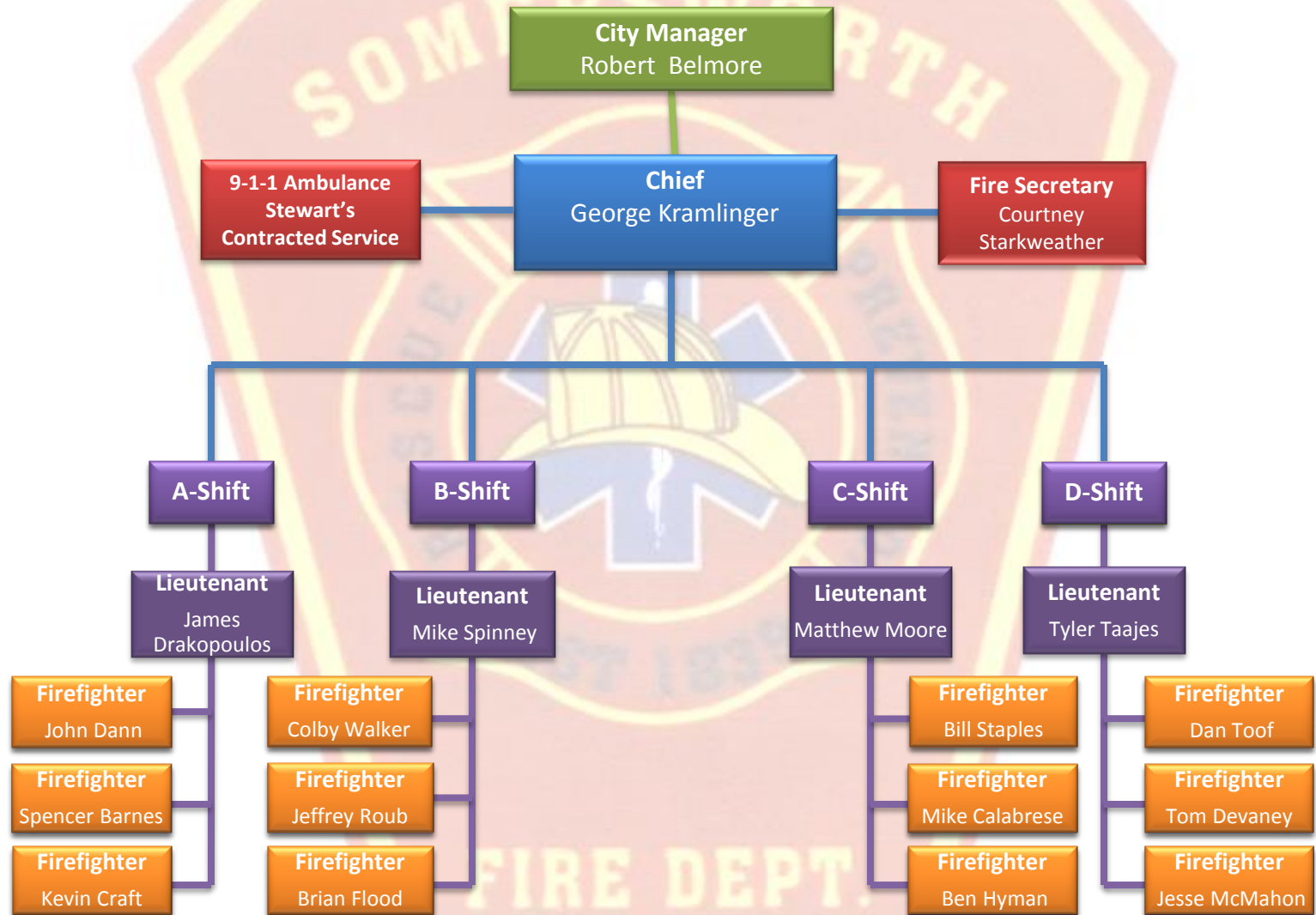




## Somersworth Police Department Total Parking Tickets Issued 5 Year Average = 612



# SFD Organizational Chart



# **SOMERSWORTH FIRE DEPARTMENT**

## **Organization**

The City of Somersworth Fire Department (SFD) is a highly skilled, dedicated, and proactive organization that strives to provide the highest level of protection to life, property, and the environment for our residents, businesses, and visitors. Our mission is to provide competent, compassionate, and timely:

- Fire rescue and suppression.
- Emergency Medical Services (EMS) (non-transport).
- Specialized rescue (confined space, ice/cold water, high angle, etc.) and all hazards response.
- Fire prevention, code enforcement, and public education.

The SFD is a career department with 16 full-time firefighters, a career fire chief, and fulltime administrative assistant. All 17 career members are certified as FF I/II in accordance with the National Fire Protection Association (NFPA) 1001 Standard for Fire Fighter Professional Qualifications. Twelve (12) members are emergency medical technicians (EMT) and three (3) are advanced EMTs (AEMT). Many members have advanced certifications in technical rescue, hazardous materials, fire inspection, and fire officer.

The Department is organized into four Shifts – designated A, B, C, and D – with one (1) lieutenant and three (3) firefighters assigned to each shift. The Shifts work a standard “east coast” eight-day rotating schedule of 24 hours on-duty, 48 hours off-duty, 24 hours on-duty, followed by 96 hours off-duty which averages to a 42-hour work week. Overtime is used to ensure full staffing of one lieutenant and three firefighters are on-duty 24/7/365. Full staffing enables compliance with the Federal OSHA regulation known as two-in, two-out which requires a rescue team of two firefighters on standby outside a structure when two or more firefighters are conducting interior firefighting operations. Off-duty members are recalled when an incident requires additional personnel.

## **Fire Station, Apparatus, and Equipment**

The SFD operates out of a single, centrally located Fire Station built in 1978 located at 195 Maple St. The Station has seven apparatus bays, eight emergency response vehicles, and one boat. On-duty personnel and recalled off-duty personnel cross staff this equipment as necessary and these resources are available 24 hours a day for those in need. Our fleet includes:

- Engine-4 (primary response pumper) – 2014 Toyne: 1500 GPM pump w/ 750-gallon tank.
- Engine-3 (reserve pumper) – 2008 Toyne: 1500 GPM pump w/ 750-gallon tank.
- Engine-2 (spare pumper) – 1995 Central States: 1250 GPM pump w/ 1000-gallon tank.
- Truck-1 – 2006 Smeal: 105 ft aerial ladder w/ 2000 GPM pump and 500-gallon tank.
- Forestry-1 – 2020 Ford F-450 XL: 4x4 w/ lift kit and 65 GPM pump w/ 200-gallon tank.
- Utility-1 – 2020 Ford F-350: 4x4, heavy duty pickup w/ snowplow.
- Car-1 – 2013 Chevrolet Tahoe: Chief/Command SUV w/ command console and SCBA.
- Boat-1 – 1961 Mirro Craft: 14 ft Aluminum Boat w/ 9.9 HP motor and trailer.

## **Mutual Aid Arrangements and Partner Agencies**

The SFD is an active participant in the 50-community, Seacoast Chief Fire Officers Mutual Aid District (SCFOMAD) that spans parts of four counties in three states. Pre-established alarm cards bring additional resources into the City from other jurisdictions when necessary while the SFD responds a pumper, aerial ladder, or forestry unit with four personnel to working fires and multiple alarms. In some cases, SFD personnel are assigned as the FAST (Firefighter Assistance and Search Team). Annual SCFOMAD dues fund a district hazardous materials (HazMat) Team known as START (Seacoast Technical Assistance and Response Team) and three air trailers spread across the district are used to replenish self-contained breathing apparatus (SCBA) air cylinders at fire scenes.

In 2020, the tri-cities re-affirmed an auto-aide agreement for initial responses to building fires.

Somersworth also belongs to the 10-member, two-State Community Mutual Aid Association (CMAA) which pre-dates the establishment of SCFOMAD. A small contingent of Somersworth call firefighters staff an air and rehabilitation van owned by the CMAA. Air-1 is a 2014 Ford F59/LDV cargo van with 18 ft walk-in body. The Air Van and a 1996 SCBA compressor refill system (also owned by the CMAA) are housed at the Somersworth fire station. In 2020, the Air Van responded to ten building fires, was dispatched and cancelled enroute six times, and provided rehab only or other services three times.

All 9-1-1 calls are received by one of two State 9-1-1 call centers and EMS calls are coded as “Alpha” (minor) through “Echo” (immediately life threatening). 9-1-1 calls for Somersworth are passed to the City’s dispatch center operated by the Somersworth Police Department. An SFD engine with four personnel is dispatched to “Charlie”, “Delta”, and “Echo” level EMS calls.

Stewart’s Ambulance Service operates two paramedic ambulances during the day and one paramedic ambulance at night from their ambulance base within the City. Under a contract with the City managed by the Fire Chief, Stewarts responds independently to the less serious “Alpha” and “Bravo” level calls. On the more serious “Charlie”, “Delta”, and “Echo” level responses, Stewart’s provides paramedic level treatment and transport assisted by the SFD.

## **Hazards and Critical Infrastructure**

Somersworth is the 4th most densely populated municipality in the State. The crowded downtown, old mill district, and congested urban core that rises steeply away from the Salmon Falls river presents many firefighting challenges.

Transportation hazards include the 25,000 vehicles per day that travel on NH Routes 9 and 108 – some carrying HazMat and the Northcoast rail freight line that traverses the City with several at-grade crossings while hauling sand, propane, and other hazardous materials.

Other high-risk hazards include: several manufacturing facilities including a massive, 5-story re-purposed mill complex; several large “big box” stores; mixed use former mills; several strip malls; large apartment complexes; derelict mill buildings; and 7 public/private schools w/ 1700 students daily.

In some cases, low-income multi-family occupancies may be poorly maintained, are not protected with automatic fire sprinklers, and may have missing or inoperable smoke/carbon monoxide alarms.

Critical infrastructure within the City includes: The Salmon Falls river, associated dams, and a hydroelectric plant; water treatment plant; wastewater treatment plant; water storage, distribution, and hydrant system; Housing Authority properties; several propane storage and distribution facilities; a major natural gas pipeline; and the City's public safety radio system.

### **Community Risk Reduction**

Community Risk Reduction (CRR) is a process involving data analysis, a computer-based records management system (RMS), fire prevention activities, fire and life safety code enforcement, public fire and life safety (PFALS) education, and continuous process improvement.

According to the U.S. Fire Administration, fire deaths, fire injuries, and fire dollar loss are highest in residential occupancies as compared to all other occupancy types.

The City of Somersworth has over 3000 single family residential structures and over 2500 multi-unit residential structures.

Consequently, much of the SFD CRR effort is focused on promoting working smoke alarms in residential structures and the people who live there – especially the very young and those who are elderly.

The SFD provides classes, fire safety presentations, and equipment demonstrations to pre-school and elementary school children as well as senior citizens. On-duty personnel conduct State mandated fire drills and inspections at Schools, medical offices, and other high-risk occupancies. In addition, we provide fire extinguisher training to various business and facilities. We host an open house, participate in safety fairs, and have a highly visible presence at the City's annual Senior Picnic and National Night Out. Many of these activities occur during Fire Prevention month in October. However, SFD members are available year-round to provide fire and life safety education and State Fire Code compliance inspections to the public. To increase PFALS education, the fire chief writes a "safety message" column in the City's monthly newsletter.

The SFD is an active participant on the City's Site Review Technical Committee (SRTC) and works closely with the City's code enforcement officer especially relating to certificate of occupancy inspections and fire code violations. When necessary the SFD coordinates directly with the State Fire Marshal's office and NH Division of Forest and Lands.

SFD personnel conduct plan reviews, compliance inspections, violation investigations, and issue place of assembly permits as well as permits for blasting, open burning, fire protection systems, fireworks, and oil burners.

The Department embraces NFPA standards and national best practices to ensure our tactics, techniques, and procedures (TTP) lead to the highest level of safety and operational effectiveness.

### **ISO Classification**

In 2013, the ISO (Insurance Services Office) awarded the City a Public Protection Classification (PPC) of 4 on a scale of 1 to 10 (with 1 being best). The PPC was based on a composite score of the City's emergency communications system, the SFD, and the municipal water supply system. Approximately seven communities in NH have a better PPC than Somersworth. Of note, our

municipal hydrant system provides protection for all built-up areas of the City. Since the PPC may influence fire insurance premiums within the City, the SFD works extremely hard to maintain our PPC. We are actively pursuing strategies to lower the City's PPC and may request an updated evaluation after completion of the new Fire Station.

## **Emergency Management**

The Fire Chief serves as the City's Emergency Management Director (EMD) and is responsible for preparing various emergency plans and directing disaster response or crisis management activities in coordination with the City's emergency management team.

The Stafford County Public Health Network (PHN) stations a trailer at the SFD used to provide supplies to establish a point of dispensing (POD) for medications and vaccinations during a public health crisis or pandemic. The COVID-19 pandemic did not require establishing a POD.

In cooperation with the SAU-56 School District, Idlehurst Elementary School serves as the City's major shelter during natural or human-caused disasters.

## **2020 in Review**

- On March 2nd, Chief George Kramlinger assumed command of the SFD. Chief Keith Hoyle retired from the Fire Service after a distinguished career and seven years as Chief of the SFD.
- In late March, the Governor declared a State of Emergency due to the COVID-19 pandemic. The City's Emergency Management Team rapidly adapted to the changing guidance associated with the Federal "30 Days to Slow the Spread" and the Governor's "Stay at Home" and then "Safer at Home" directives. Throughout the year, the EMD remained heavily engaged with NH Homeland Security and Emergency Management. To protect the career firefighting force, the Station was closed to the public, call firefighter activities were restricted, and additional personal protective equipment (PPE) was required on all EMS calls or when dealing with the public. All defensive measures worked as no SFD member contracted COVID-19 or brought it home to their families despite treating patients who were COVID-19 positive.
- During 2020, the SFD responded to 1454 Incidents: 95 fires of all types, 709 EMS calls, 64 motor vehicle collisions with no injuries, 137 alarm activations, 108 hazardous conditions, 202 service calls, and 139 other types of calls. We provided mutual/auto aid 69 times and requested mutual/auto aid 24 times. There were over 600 permit, inspection, and plan review activities.
- The most significant emergency incidents of the year included:
  - April 11th: Full staffing enabled a rapid knock down of a serious basement fire on Walnut Street before recalled personnel and mutual aid assistance arrived on the scene.
  - 4 August: Tropical storm Isaias caused a serious leak in the natural gas pipeline manifold at Maple St and Bartlett Ave requiring a recall of off-duty personnel and mutual aid.
  - August 8th and 9th: Brush fires in an area north of Willand pond required recalled personnel, mutual-aid resources, and many hours of hard work with hot and dry conditions.

- August 21st: A three-alarm fire at Hilltop Chevrolet on a warm and very humid Friday evening required the response of off-duty personnel and 11 mutual aid Fire Departments.
- The City continues to receive outstanding cooperation from Stewart's Ambulance Service. During the COVID-19 Emergency, Stewart's crews ran point for the less serious medical calls thus minimizing the possible exposure to SFD and SPD personnel. Stewart's average response time for the year was an excellent 4 minutes and 30 seconds.
- A new internal communication procedure using General Orders, Information Bulletins, and Training Bulletins provides SFD personnel with up-to-date guidance and information.
- The annual training plan included topics such as: cancer awareness and prevention, leadership/professional development, respiratory protection/SCBA, firefighter survival, rope rescue skills, atmospheric monitoring, chemical suicide, confined space rescue, tactical emergency casualty care, EMS in the warm zone, modern fire behavior, building construction, firefighter fatality case studies, flow path control, transitional fire attack, suicide awareness and prevention, active shooter/hostile event response, MAYDAY prevention, vehicle extrication, firefighter safety, incident command, risk management, and ice/cold water rescue.
- The Fire Chief and SFD personnel worked closely with Architect Kelly Davis of Port One Architects to refine and enhance the design of the new fire station in preparation for phased demolition of the current station and phased construction of the new station beginning in 2021.
- A new back-up generator for the City's public safety radio system repeater was installed at the former Hilltop School through an Emergency Management Performance Grant (EMPG).
- FF/EMT Kevin Craft successfully completed the SFD year-long probationary training program on July 7th, FF/AEMT Patrick Casey resigned to pursue a Fire Service career in another state effective July 3st, and FF/AEMT Jesse McMahon began his career with the SFD on October 1<sup>st</sup>.
- Father Andrew Nelson of St Ignatius of Loyola Parish became the Department's Chaplin.
- A Fire Apparatus Committee consisting of FF/EMT Dan Toof (chairman), Lt Mike Spinney, FF/AEMT Michael Calabrese, and FF/EMT Kevin Craft assisted the Fire Chief in developing specifications for a new pumper to be purchased with FY 21 CIP funds.
- Two state of the art atmospheric monitoring devices were placed in service including a photo ionization detector (PID) which has the capability to detect gasoline vapors and other volatile organic compounds in miniscule quantities - a first for the SFD.
- Each member was issued two new particulate blocking protective hoods to better shield the firefighter's neck and head.

- On October 16th, elected officials, city staff, SFD members, and our Chaplin participated in a ceremonial washing, blessing, and push into the Fire Station of our new Forestry Unit. The ceremony dates to the days of the horse drawn steam fire engines. The purchase of the Ford F-350 crew cab chassis and upfit by Eastern Fire Apparatus of Rochester, NH cost \$80,000. F-1 has a 200-gallon water tank (from the previous forestry unit), a 65 gallon per minute pump, numerous hand tools, four-wheel drive, and an elevated suspension to combat brush, grass, and forest fires. The former HUMVEE Brush Truck was retired and sold.
- The COVID-19 pandemic forced the cancellation of nearly all fire prevention and public education forums. However, with the tremendous assistance of CTC video arts instructor Mr. Bill Rogers, the SFD completed a children's fire safety education video titled "Gilligan's Fire Safety Adventure" and completed a virtual Fire Department open house video. The videos were distributed through the elementary schools and shown on City's public access channel.
- All SFD fire hose (nearly two miles worth) was tested over the course of six weeks. Nearly 1000 feet of hose was retired due to age or failure thus increasing safety and operational effectiveness.
- Annual aerial and ground ladder testing was conducted with no failures, but the testing process identified several lingering aerial ladder maintenance issues that were subsequently corrected.
- Annual fire pump testing resulted in no failures, but the process identified several pump related maintenance issues that were subsequently corrected.
- Much of December was spent conducting fire drills and inspections in all City schools.
- The Fire Chief and SFD personnel worked aggressively with the State Fire Marshal's Office, City of Dover (owner), and County public health network (PHN) (operator) to ensure the conversion of a previous fitness business on Willand Drive into a new overnight homeless warming center complied with applicable fire and life safety codes.
- The process began to update the City's Local Emergency Operations Plan (LEOP) and Hazard Mitigation Plan. began a scheduled update.
- During the December holiday season, Department members operated the annual Somersworth Firefighters Toy bank which provided toys, happiness, and hope to over 400 children.

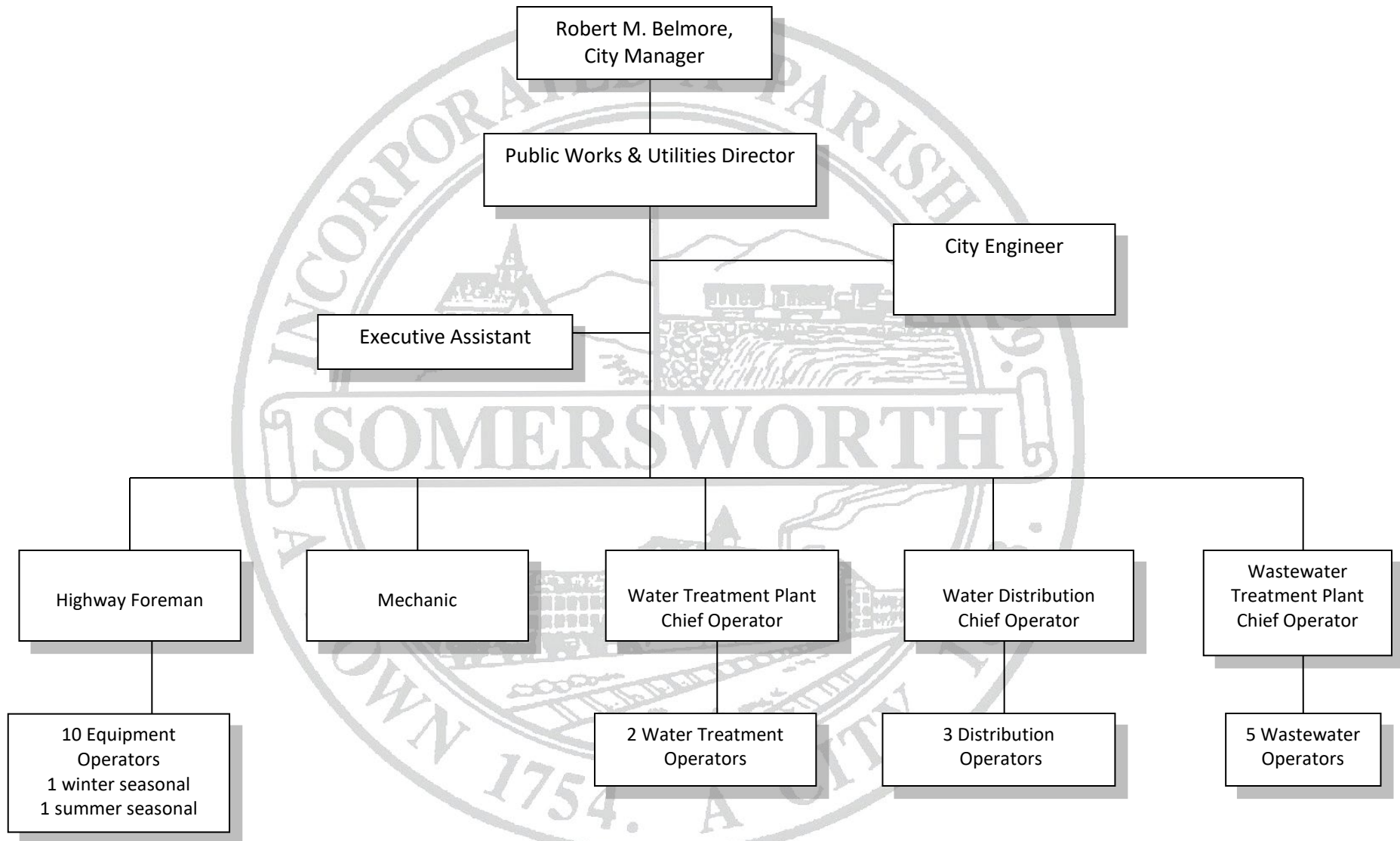
## **Conclusion**

Like this great city, your Fire Department has proud past, a bright future, and is on the move. Our strength is the integrity, service, and excellence of our people. The resources and support which you, our community, provide us are not taken for granted, or is our responsibility to you. If we can be of further assistance, please contact us at any time.

# City of Somersworth

## Organizational Chart

### Public Works & Utilities



**February 22, 2021**

## **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. Operations and maintenance functions for Parks, Cemeteries, and Open Space are in the Buildings and Grounds Budget which funds contracted landscape and mowing services. Street lighting and traffic signal system expenses are accounted for as a separate budget in the Department.

### **Highway**

The Division is staffed by eleven (11) full-time, year-round employees, one (1) winter seasonal employee, and one (1) spring-summer seasonal 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. The Department has one (1) full time mechanic to support maintenance and repair of the Departments fleet. 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 the Highway 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-sacs. The mowing of parks, open spaces and the Forest Glade Cemetery is accomplished from private contract services; the Division also maintains the City's stormwater and sewer collection system.

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

The Division is staffed by seven (7) full-time, year-round employees with a range of water treatment and water distribution experiences.

#### Water Treatment

The Water Treatment plant was upgraded to the latest technology 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 \$222,000 has been budgeted for these process chemicals. Water Storage is provided by the Noble Pines (Hamilton Street) and Rocky Hill Road water storage tanks and allows for a total storage capacity of approximately 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 water main piping ranging in size from 2" to 16" in diameter, 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. Water Division staff provides 24-hour emergency coverage throughout the year.

### **Wastewater**

The Wastewater 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 other wastewater related efforts.

The Wastewater Treatment Plant was constructed and first went online 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. Additional Plant improvements are needed to meet current and future needs and Plant upgrades based on a facility master plan is currently under construction with completion projected toward the end of 2021. Apex Construction is the general contractor for the Plant upgrades. 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; construction on an over \$12.5 million facility upgrade is underway at this time.

### **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 managing a service contract with Waste Zero who manages the warehousing, ordering and distributing the bags to participating retail outlets. Residential curbside recycling is provided under contract as well.

The Public Works Department staff 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 collection typically averages 2,200 tons of solid waste and approximately 780 tons of recycling. The Department also manages the Malley Farm brush and leaf disposal site for use by Somersworth residents.

The Department also supports several community clean up events at parks and open spaces during the year when held including 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 reviews development as requested that comes into the city to ensure that the development is compatible with the existing infrastructure and capable of handling related growth. The City Engineer is involved with capital improvement planning that support transportation, stormwater, water and wastewater projects, project budgeting, project management as assigned, stormwater permit management, and issuance of driveway, obstruction and trench opening permits.

**Cemeteries**

The Department of Public Works provides for ground maintenance and burial services in addition to maintenance oversight for Forest Glade and Horne Cemeteries which are owned by the city. The oversight for the Department of Public Works' efforts is provided by the Cemetery Trustees.

Cemetery grounds maintenance services are contracted out to a local landscape contractor who provides seasonal mowing services under the Department supervision; burial services are provided under contract and supervised by the Department as well. Forest Glade Cemetery is on the National Historic Register and staff with support from the Cemetery Trustees and City Council, seek historic preservation grants for certain Cemetery improvement projects.

**Contact Information:**

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Keri Gordon, Executive Assistant;

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

Telephone: 603-692-4266



## General Fund Revenue Estimates

	FY 20-21	FY 21-22
<b>TAXES</b>		
LOCAL PROPERTY TAXES	27,118,850	29,771,361
STATE PROPERTY TAXES	1,966,887	1,981,798
INTEREST AND PENALTIES	200,000	200,000
	<b>29,285,737</b>	<b>31,953,159</b>
<b>LICENSES, PERMITS, AND FEES</b>		
MOTOR VEHICLE PERMITS AND FEES	1,745,000	1,845,000
BUSINESS LICENSES, PERMITS, AND FEES	124,975	174,975
	<b>1,869,975</b>	<b>2,019,975</b>
<b>INTERGOVERNMENTAL</b>		
<b><u>CITY:</u></b>		
HIGHWAY BLOCK GRANT	224,835	224,835
MEALS & ROOMS TAX DISTRIBUTION	599,338	450,000
PAYMENT IN LIEU OF TAXES	154,922	154,922
SHARED REVENUES	262,839	0
OTHER	1,353	1,353
<b>SUBTOTAL CITY INTERGOVERNMENTAL</b>	<b>1,243,287</b>	<b>831,110</b>
<b><u>SCHOOL:</u></b>		
STATE ADEQUACY GRANT	8,612,958	6,807,786
MEDICAID REIMBURSEMENT	160,264	150,000
BUILDING AID	1,696,047	512,476
SPECIAL EDUCATION AID	299,902	325,000
VOCATIONAL AID	18,000	40,000
TUITION	19,000	27,500
SAU REVENUE/FUND BALANCE	0	464,323
MISCELLANEOUS SCHOOL	4,000	37,400
USE OF FUND BALANCE	0	419,671
<b>SUBTOTAL SCHOOL INTERGOVERNMENTAL</b>	<b>10,810,171</b>	<b>8,784,156</b>
<b>TOTAL INTERGOVERNMENTAL</b>	<b>12,053,458</b>	<b>9,615,266</b>



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## General Fund Revenue Estimates

	FY 20-21	FY 21-22
<b>OTHER REVENUE</b>		
INTEREST ON INVESTMENTS	140,000	45,000
INCOME FROM DEPARTMENTS	484,413	539,161
SALE OF CITY PROPERTY	25,000	25,000
LEASE PAYMENTS	133,750	134,000
HYDRO LEASE	35,000	35,000
	<b>818,163</b>	<b>778,161</b>
<b>OTHER FINANCING SOURCES</b>		
USE OF FUND BALANCE - REDUCE TAXES	800,000	1,050,000
	<b>800,000</b>	<b>1,050,000</b>
<b>TOTAL</b>	<b>44,827,333</b>	<b>45,416,561</b>
<b>INCREASE IN REVENUES FROM PREVIOUS YEAR</b>		<b>589,228</b>
<b>PERCENTAGE OF INCREASE IN REVENUES</b>		<b>1.31%</b>



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 400 ELECTED LEADERSHIP

#### 100 MAYOR-COUNCIL

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
40101	Mayor Salary	2,106	2,106	2,106
40102	Council Salaries	9,477	9,477	9,477
40103	School Board Salaries	9,214	9,477	9,477
41700	Fica/Medicare	1,590	1,611	1,611
41775	Workers Comp Insurance	0	54	54
43000	Travel/Training	41	500	500
44101	Office Supplies	351	1,000	1,000
44150	Period & Forms	1,633	200	200
44500	Postage	170	500	500
45000	Association Dues	530	3,481	3,481

<i>Mayor-Council</i>	<i>25,112</i>	<i>28,406</i>	<i>28,406</i>
<i>Difference From Previous Budget</i>			<i>0</i>
<i>Percentage Difference From Previous Budget</i>			<i>0.00%</i>




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**GENERAL FUND FY2021-2022 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>21-22 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	\$21,060 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
44500	Postage	500	Postage
45000	Association Dues	3,481	US Conference of Mayors \$1,992, National League of Cities \$1,489

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*Mayor-Council*

**28,406**




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**GENERAL FUND FY2021-2022 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 ACTUAL</b></i>	<i><b>20-21 BUD</b></i>	<i><b>21-22 PROPOSED</b></i>
45410	Decorations/Banners	1,526	5,000	5,000
45411	Memorial Day	800	800	800
45416	Employee Appreciation	1,161	1,000	1,000
45417	Boards Appreciation Dinner	1,924	1,750	1,750
45419	Christmas Parade	4,000	4,500	5,000
<i>Civic Promotions</i>		<i><b>9,411</b></i>	<i><b>13,050</b></i>	<i><b>13,550</b></i>
<i>Difference From Previous Budget</i>				<i><b>500</b></i>
<i>Percentage Difference From Previous Budget</i>				<i><b>3.83%</b></i>



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**GENERAL FUND FY2021-2022 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>21-22 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	5,000	<b>Support of annual Holiday Parade</b>

***13,550***



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 400 ELECTED LEADERSHIP

#### 111 COMMUNITY SUPPORT

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 ACTUAL</b>	<b>20-21 BUD</b>	<b>21-22 PROPOSED</b>
45472	Coast Bus Service	80,280	80,280	80,280
45473	Big Brothers Big Sisters	1,500	1,500	1,500
45474	Community Food Pantry	2,500	2,500	2,500
45475	Haven	2,000	2,000	2,000
45478	Cornerstone VNA	5,000	5,000	5,000
45479	Somersworth Youth Connection	5,000	5,000	5,000
45482	Community Action Program	4,000	4,000	4,000
45483	Festival Association	5,000	5,000	5,000
45490	Crossroads House	1,000	1,000	1,000
45491	Lydia's House of Hop	500	500	500
45492	AIDS Response	500	500	500
45493	Somersworth Farm to School	500	500	0

<i>Community Support</i>	<b>107,780</b>	<b>107,780</b>	<b>107,280</b>
<i>Difference From Previous Budget</i>			-500
<i>Percentage Difference From Previous Budget</i>			-0.46%

<i>Total Elected Leadership</i>	<b>142,303</b>	<b>149,236</b>	<b>149,236</b>
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 400 ELECTED LEADERSHIP

#### 111 COMMUNITY SUPPORT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
45472	Coast Bus Service	80,280	Request = \$ 80,280
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 = \$ 5,000
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
45490	Crossroads House	1,000	Request = \$ 2,000
45491	Lydia's House of Hope	500	Request = \$ 5,000
45492	AIDS Response	500	Request = \$ 500
45493	Somersworth Farm to School	0	Request = \$ 0
Totals		107,280	Total Request = \$ 114,280

#### New Requests for Fiscal Year 2022

Strafford Nutrition & Meals on Wheels	0	Request = \$5,000
Totals - New requests	0	Total Requests = \$5,000



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 401 CITY MANAGEMENT

#### 120 CITY MANAGER

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
40200	Full Time Salaries	258,143	253,550	261,222
41100	Health/Dental Ins	62,831	64,765	64,252
41200	Life & Disability	4,742	5,293	5,369
41700	Fica/Medicare	19,784	19,397	19,983
41750	Unemploy Insurance	189	160	190
41775	Workers Comp Insurance	328	428	428
41780	State Retirement	35,882	33,746	43,762
43000	Travel/Training	2,621	4,100	4,100
44101	Office Supplies	1,082	950	950
44102	Computer Supplies	0	250	250
44150	Period & Forms	58	100	100
44406	Vehicle Allowance	6,600	6,600	6,600
44500	Postage	199	300	300
45500	Association Dues	1,162	1,300	1,300

<i>City Manager</i>	<b>393,620</b>	<b>390,939</b>	<b>408,806</b>
<i>Difference From Previous Budget</i>			<b>17,867</b>
<i>Percentage Difference From Previous Budget</i>			<b>4.57%</b>




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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

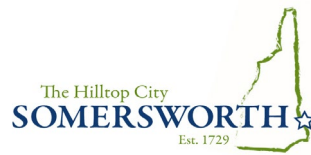
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**401 CITY MANAGEMENT**

**120 CITY MANAGER**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>21-22 PROPOSED</b>	<b>Detail</b>
40200	Full Time Salaries	261,222	City Manager \$134,072 Exec Assistant 52,913 HR Manager 74,237
41100	Health/Dental Ins	64,252	3 Full Time employees
41200	Life & Disability	5,369	3 Full Time employees
41700	Fica/Medicare	19,983	Salary (\$261,222) X 7.65%
41750	Unemploy Insurance	190	3 Full Time employees
41775	Workers Comp Insurance	428	PRIMEX Insurance
41780	State Retirement	43,762	NHRS plus CM 457 Plan
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

**408,806**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 401 CITY MANAGEMENT

#### 121 ADMINISTRATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
45100	City Attorney/Legal Services	27,885	45,000	45,000
45101	Litigation	12,684	10,000	10,000
45200	Account & Audit	13,406	17,500	17,500
45440	Newsletter	0	250	250
45500	Association Dues	9,781	10,031	10,031
45800	Printing	0	100	100
45900	Miscellaneous Services	1,802	3,500	2,500
45901	Advertising	93	300	300
45907	Safety/Risk Management	0	300	300
45908	Consultant	0	5,000	4,000
45909	Internet/Web Site	2,750	4,500	4,500
46100	Building Ins	10,161	13,500	12,000
46200	Professional Insurance	410	410	410
47100	Computer Supply/Maint	1,790	2,500	2,500
<i>Administration</i>		<i>80,764</i>	<i>112,891</i>	<i>109,391</i>
<i>Difference From Previous Budget</i>				<i>-3,500</i>
<i>Percentage Difference From Previous Budget</i>				<i>-3.10%</i>
<i>Total City Management</i>		<i>474,383</i>	<i>503,830</i>	<i>518,197</i>
<i>Difference From Previous Budget</i>				<i>14,367</i>
<i>Percentage Difference From Previous Budget</i>				<i>2.85%</i>




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## GENERAL FUND FY2021-2022 PROPOSED BUDGET

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### 401 CITY MANAGEMENT

#### 121 ADMINISTRATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
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	10,031	Annual City membership dues - New Hampshire Municipal Association
45800	Printing	100	Various printing for the City.
45900	Miscellaneous Services	2,500	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	4,000	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	12,000	PRIMEX
46200	Professional Insurance	410	PRIMEX
47100	Computer Supply/Maint	2,500	Hardware Maintenance/Repair/Replacement

***109,391***



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 300 FINANCE DEPARTMENT

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 ACTUAL</b>	<b>20-21 BUD</b>	<b>21-22 PROPOSED</b>
40200	Full Time Salaries	236,104	232,755	240,805
41100	Health/Dental Ins	49,876	50,606	51,172
41200	Life & Disability	3,167	3,398	3,456
41500	Retirees Life Insurance	1,292	1,242	1,292
41700	Fica/Medicare	17,536	17,806	18,422
41750	Unemploy Insurance	189	160	190
41775	Workers Comp Insurance	308	402	402
41780	State Retirement	26,373	25,999	33,857
43000	Travel/Training	591	2,500	2,500
44101	Office Supplies	2,024	1,800	1,800
44150	Period & Forms	1,274	1,000	1,300
44500	Postage	1,967	2,500	2,500
45500	Association Dues	310	310	310
45800	Printing	225	400	400
45905	IT Consultant	23,810	25,000	25,000
46200	Professional Insurance	2,830	2,830	2,830
47100	Computer Supply/Maint	1,365	1,000	1,500
47200	Office Machine/Software Maint	13,498	13,200	14,200

<i>Finance Department</i>	<b>382,735</b>	<b>382,908</b>	<b>401,936</b>
<i>Difference From Previous Budget</i>			<b>19,028</b>
<i>Percentage Difference From Previous Budget</i>			<b>4.97%</b>



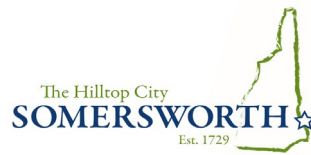
## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 300 FINANCE DEPARTMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	240,805	Dep. CM/Fin Dir. \$111,479 Asst.Fin Dir. 79,691 Fin Clerk 49,635
41100	Health/Dental Ins	51,172	3 Full time employees
41200	Life & Disability	3,456	3 Full Time employees
41500	Retirees Life Insurance	1,292	Retiree Life Insurance
41700	Fica/Medicare	18,422	Salary (\$240,805) X 7.65%
41750	Unemploy Insurance	190	PRIMEX
41775	Workers Comp Insurance	402	PRIMEX
41780	State Retirement	33,857	Salary (\$240,805) X 14.06%
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	1,300	Checks, envelopes, letterhead.
44500	Postage	2,500	Postage for Mailing
45500	Association Dues	310	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	1,500	Computers - Parts and Maintenance
47200	Office Machine/Software Maint	14,200	Tyler Tech \$9,200 Off-Site Storage/Back up \$5,000

**401,936**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 310 CITY CLERK

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 ACTUAL</b>	<b>20-21 BUD</b>	<b>21-22 PROPOSED</b>
40200	Full Time Salaries	95,454	99,156	103,159
41100	Health/Dental Ins	15,750	16,926	33,784
41200	Life & Disability	1,449	1,743	1,786
41500	Retirees Life Insurance	534	534	534
41700	Fica/Medicare	7,276	7,967	7,892
41750	Unemploy Insurance	125	106	125
41775	Workers Comp Insurance	128	167	167
41780	State Retirement	10,346	11,076	14,504
43000	Travel/Training	625	1,250	1,250
44101	Office Supplies	2,153	950	1,300
44500	Postage	654	850	700
45500	Association Dues	68	55	70
45800	Printing	329	1,500	1,000
45901	Advertising	2,319	2,500	2,500
46200	Professional Insurance	510	510	510
47100	Computer Supply/Maint	2,678	2,000	2,500
47200	Office Machine/Software Maint	730	500	750

<i>City Clerk</i>	<b>141,128</b>	<b>147,790</b>	<b>172,531</b>
<i>Difference From Previous Budget</i>			<b>24,741</b>
<i>Percentage Difference From Previous Budget</i>			<b>16.74%</b>



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 310 CITY CLERK

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	103,159	City Clerk \$ 61,000 Dep.City Clerk 42,159
41100	Health/Dental Ins	33,784	2 Full Time employees
41200	Life & Disability	1,786	2 Full Time employees
41500	Retirees Life Insurance	534	Retirees Life Insurance
41700	Fica/Medicare	7,892	Salary (\$103,159) X 7.65%
41750	Unemploy Insurance	125	PRIMEX
41775	Workers Comp Insurance	167	PRIMEX
41780	State Retirement	14,504	Salary (\$103,159) X 14.06%
43000	Travel/Training	1,250	Training and Mileage Reimbursement for City Clerk and Deputy City Clerk.
44101	Office Supplies	1,300	General office supplies.
44500	Postage	700	Postage based on prior year's expenditures
45500	Association Dues	70	NHTCCA
45800	Printing	1,000	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	2,500	Maint. agreement TYLER, EB@.Gov, other hardware/software support
47200	Office Machine/Software Maint	750	General office equipment maintenance

**172,531**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 311 ELECTIONS

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
40220	Election Workers	7,420	8,000	5,000
43600	Election Meals	1,348	1,250	750
44101	Office Supplies	49	400	200
44500	Postage	48	200	100
45800	Printing	1,747	1,000	1,500
45901	Advertising	1,521	700	700
47102	Election Machine Programming	2,319	4,000	2,750
47200	Office Machine/Software Maint	1,250	1,250	1,250
48101	Electricity	227	300	300
48103	Heating Fuel	856	750	1,000
48200	Building Maint	2,342	0	0

*Elections* **19,126** **17,850** **13,550**

*Difference From Previous Budget* **-4,300**

*Percentage Difference From Previous Budget* **-24.09%**




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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

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**403 FINANCE AND ADMINISTRATION**

**311 ELECTIONS**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>21-22 PROPOSED</b></i>	<i><b>Detail</b></i>
40220	Election Workers	5,000	<b>One Election - Local in November</b>
43600	Election Meals	750	<b>Meals for Election Workers - 1 election</b>
44101	Office Supplies	200	<b>General Election Supplies for one election</b>
44500	Postage	100	<b>Postage - based on prior year</b>
45800	Printing	1,500	<b>Printing of forms, etc.</b>
45901	Advertising	700	<b>Advertising based on prior year</b>
47102	Election Machine Programming	2,750	<b>Programming equipment, 1 election</b>
47200	Office Machine/Software Maint	1,250	<b>Maintenance agreement and equipment (\$250/unit X 5 units)</b>
48101	Electricity	300	<b>Electricity at Ward 5</b>
48103	Heating Fuel	1,000	<b>Heating Oil at Ward 5</b>

***13,550***



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 320 TAX COLLECTOR

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 PROPOSED
40200	Full Time Salaries	101,500	136,453	145,479
40220	Part Time Salaries	23,877	5,184	0
41100	Health/Dental Ins	48,762	49,495	48,383
41200	Life & Disability	1,545	1,491	2,238
41700	Fica/Medicare	8,838	10,835	11,129
41750	Unemploy Insurance	189	160	190
41775	Workers Comp Insurance	159	208	208
41780	State Retirement	11,301	15,242	20,454
43000	Travel/Training	485	750	750
44101	Office Supplies	1,889	1,000	1,000
44500	Postage	13,120	14,000	14,000
45500	Association Dues	40	20	60
45800	Printing	0	1,000	250
45915	Title Search Fees	2,644	3,500	3,000
45916	Register of Deeds	1,312	1,500	1,500
45917	Notary Renewals	374	75	75
46200	Professional Insurance	2,161	2,161	2,161
47200	Office Machine/Software Maint	10,044	10,690	10,690

<i>Tax Collector</i>	<b>228,240</b>	<b>253,764</b>	<b>261,567</b>
<i>Difference From Previous Budget</i>			7,803
<i>Percentage Difference From Previous Budget</i>			3.07%




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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**


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**403 FINANCE AND ADMINISTRATION**
**320 TAX COLLECTOR**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>21-22 PROPOSED</b>	<b>Detail</b>
40200	Full Time Salaries	145,479	<b>Tax Collector \$57,420</b>
			<b>2 Deputy Tax Collectors</b>
41100	Health/Dental Ins	48,383	<b>2 Full Time employees eligible</b>
41200	Life & Disability	2,238	<b>3 Full Time employees</b>
41700	Fica/Medicare	11,129	<b>Salary (\$145,479) X 7.65%</b>
41750	Unemploy Insurance	190	<b>PRIMEX</b>
41775	Workers Comp Insurance	208	<b>PRIMEX</b>
41780	State Retirement	20,454	<b>Salary (\$145,479) X 14.06%</b>
43000	Travel/Training	750	<b>Mileage and training expenses</b>
44101	Office Supplies	1,000	<b>General Office Supplies</b>
44500	Postage	14,000	<b>Postage based on prior year's expenditures</b>
45500	Association Dues	60	<b>Dues NHTCA</b>
45800	Printing	250	<b>Tax Bills, other printing</b>
45915	Title Search Fees	3,000	<b>Tax Liens/Deeding research</b>
45916	Register of Deeds	1,500	<b>Recording fees for liens</b>
45917	Notary Renewals	75	<b>Notary License for P/T employee</b>
46200	Professional Insurance	2,161	<b>PRIMEX</b>
47200	Office Machine/Software Maint	10,690	<b>E-Reg (Interware) \$3,190, Tyler, \$7,500</b>

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**261,567**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 330 HUMAN SERVICES

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 PROPOSED
40200	Full Time Salaries	51,330	52,510	52,510
41100	Health/Dental Ins	18,268	18,561	18,396
41200	Life & Disability	791	789	791
41500	Retirees Life Insurance	102	0	0
41700	Fica/Medicare	3,851	4,017	4,017
41750	Unemploy Insurance	63	53	60
41775	Workers Comp Insurance	66	86	86
41780	State Retirement	5,733	5,865	7,383
43000	Travel/Training	312	500	500
44101	Office Supplies	318	500	500
44500	Postage	28	100	50
45485	Direct Relief-Rent	57,071	125,000	120,000
45486	Direct Relief-Rx-Medical	569	2,000	2,000
45487	Direct Relief-Utilities	2,751	8,000	6,000
45488	Direct Relief-Other	4,330	13,000	10,000
45494	Homeless/Shelter Support	0	2,500	10,000
45900	Miscellaneous Services	0	250	250
47200	Office Machine/Software Maint	746	850	850

<i>Human Services</i>	<b>146,328</b>	<b>234,581</b>	<b>233,393</b>
<i>Difference From Previous Budget</i>			<b>-1,188</b>
<i>Percentage Difference From Previous Budget</i>			<b>-0.51%</b>



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 330 HUMAN SERVICES

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	52,510	1 Full Time employee
41100	Health/Dental Ins	18,396	1 Full Time employee
41200	Life & Disability	791	1 Full Time employee
41700	Fica/Medicare	4,017	Salary (\$52,510) X 7.65%
41750	Unemploy Insurance	60	1 Full Time employee
41775	Workers Comp Insurance	86	PRIMEX
41780	State Retirement	7,383	Salary (\$52,510) X 14.06%
43000	Travel/Training	500	Training and mileage reimbursement
44101	Office Supplies	500	General Office Supplies
44500	Postage	50	Postage for mailings
45485	Direct Relief-Rent	120,000	Rental Assistance
45486	Direct Relief-Rx-Medical	2,000	Prescription and Medical Assistance
45487	Direct Relief-Utilities	6,000	Heat, electric, other assistance
45488	Direct Relief-Other	10,000	Other types of assistance such as
45494	Homeless/Shelter Support	10,000	Provide miscellaneous support for Homeless Shelters, Emergency Shelters, Regional Homeless Initiatives
45900	Miscellaneous Services	250	Bus passes, other unanticipated
47200	Office Machine/Software Maint	850	Annual Fee for GAPS

233,393



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 350 LIBRARY

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
40200	Full Time Salaries	114,967	117,143	111,973
40220	Part Time Salaries	30,336	66,222	75,181
41100	Health/Dental Ins	14,540	16,243	16,151
41200	Life & Disability	1,614	1,707	1,652
41700	Fica/Medicare	11,228	14,027	14,700
41750	Unemploy Insurance	314	266	320
41775	Workers Comp Insurance	203	265	265
41780	State Retirement	12,771	13,085	15,743
43000	Travel/Training	50	400	400
44101	Office Supplies	1,325	2,000	2,000
44150	Period & Forms	1,764	2,250	2,250
44300	Janitorial Supplies	186	350	350
44500	Postage	69	100	100
45500	Association Dues	234	645	645
45600	Telephone	1,072	1,200	1,200
45800	Printing	0	100	100
45901	Advertising	0	150	150
45925	Miscellaneous Physicals	80	175	175
46100	Building Ins	3,103	4,123	3,500
47100	Computer Supply/Maint	405	500	500
47200	Office Machine/Software Maint	2,500	2,750	2,750
47700	Books	13,727	13,500	13,500
47701	Audio - Visual	3,798	4,200	4,200
47702	Books - Children	4,051	4,000	4,000
47703	Public Programs	224	1,800	1,800
47704	Electronic Resources	74	2,300	2,300
48101	Electricity	6,917	8,100	8,100
48102	Water & Sewer	302	360	360
48103	Heating Fuel	2,828	3,000	3,000
48200	Building Maint	7,963	3,500	3,500



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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

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

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
	<i>Library</i>	<i>236,647</i>	<i>284,461</i>	<i>290,865</i>
	<i>Difference From Previous Budget</i>			<i>6,404</i>
	<i>Percentage Difference From Previous Budget</i>			<i>2.25%</i>



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 350 LIBRARY

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	111,973	Librarian \$ 64,000 Assistant 47,973
40220	Part Time Salaries	75,181	4 Part Time Assistants - 3 at 20 hrs/week, 1 PT employee at 25 hrs/week
41100	Health/Dental Ins	16,151	2 Full Time employees
41200	Life & Disability	1,652	2 Full Time employees
41700	Fica/Medicare	14,700	Salary (\$187,154+5,000) * 7.65%
41750	Unemploy Insurance	320	PRIMEX Insurance
41775	Workers Comp Insurance	265	PRIMEX Insurance
41780	State Retirement	15,743	Salary (\$111,973) X 14.06%
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	2,250	Magazine Subscriptions \$900 Newspaper Subscriptions \$300 NH Statutes Subscription \$150 Microfiche \$900
44300	Janitorial Supplies	350	Cleaning and other Supplies
44500	Postage	100	Based on Prior years
45500	Association Dues	645	NHLA and NELA \$180, ALA \$290 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	3,500	PRIMEX
47100	Computer Supply/Maint	500	Maintain Staff and Public Access Computers
47200	Office Machine/Software Maint	2,750	ByWater Solutions - Koha ILS hosting and support fee for on-line catalog




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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

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**403 FINANCE AND ADMINISTRATION**

**350 LIBRARY**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>21-22 PROPOSED</b></i>	<i><b>Detail</b></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	Various programs for Children, educational workshops for adults.
47704	Electronic Resources	2,300	2021 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

**290,865**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 360 ASSESSING

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 PROPOSED
40200	Full Time Salaries	39,989	40,475	42,819
41100	Health/Dental Ins	5,235	5,531	10,330
41200	Life & Disability	641	498	685
41700	Fica/Medicare	3,449	3,096	3,276
41750	Unemploy Insurance	63	53	60
41775	Workers Comp Insurance	58	76	76
41780	State Retirement	4,467	4,521	6,020
43000	Travel/Training	0	150	150
44101	Office Supplies	398	400	400
44150	Period & Forms	649	650	650
44500	Postage	2,070	700	700
44902	Registry Fees	87	200	200
45500	Association Dues	20	45	45
45700	Contract Services	53,964	49,500	49,500
45706	Assessing - Reval/Cycled Insp.	41,029	38,500	38,500
45903	Rev Tax Maps	0	2,325	2,325
45910	Pysicals	48	0	0
47103	Analytical Program	10,500	10,700	10,900

<i>Assessing</i>	<b>162,667</b>	<b>157,420</b>	<b>166,636</b>
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<i>Difference From Previous Budget</i>			9,216
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<i>Percentage Difference From Previous Budget</i>			5.85%
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<i>Total Finance and Administration</i>	<b>1,316,871</b>	<b>1,478,774</b>	<b>1,540,478</b>
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<i>Difference From Previous Budget</i>			61,704
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<i>Percentage Difference From Previous Budget</i>			4.17%
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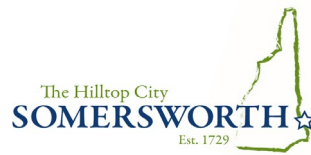
## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 360 ASSESSING

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	42,819	Assessing Clerk
41100	Health/Dental Ins	10,330	1 Full Time employee
41200	Life & Disability	685	1 Full Time employee
41700	Fica/Medicare	3,276	Salary (\$42,819) X 7.65%
41750	Unemploy Insurance	60	PRIMEX Insurance
41775	Workers Comp Insurance	76	PRIMEX Insurance
41780	State Retirement	6,020	Salary (\$42,819) X 14.06%
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.
44902	Registry Fees	200	Fees for printing Deeds
45500	Association Dues	45	Assessing Dues - Staff \$25 Assessors \$20
45700	Contract Services	49,500	\$49.5K Asses. Services
45706	Assessing - Reval/Cycled Insp.	38,500	Cycled Inspections Contract - year 3
45903	Rev Tax Maps	2,325	Update City's tax maps as needed.
47103	Analytical Program	10,900	Annual cost of providing the City tax cards online. Property information is updated annually as part of the service \$8,500 CAI - GIS/Assessors maps \$2,400

166,636



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 400 PLANNING

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
40200	Full Time Salaries	145,331	144,701	135,603
40220	Part Time Salaries	54,228	54,463	55,825
41100	Health/Dental Ins	52,142	49,979	52,509
41200	Life & Disability	1,983	2,001	1,891
41700	Fica/Medicare	15,036	15,236	14,644
41750	Unemploy Insurance	189	160	190
41775	Workers Comp Insurance	2,625	3,541	3,037
41780	State Retirement	16,175	16,163	19,066
43000	Travel/Training	275	1,500	1,500
44101	Office Supplies	764	1,000	1,000
44500	Postage	5,599	3,500	3,500
45402	Strafford Regional Planning Co	10,029	10,267	10,267
45500	Association Dues	60	569	1,150
45901	Advertising	4,093	3,000	4,000
45910	Physicals	0	127	127
47200	Office Machine/Software Maint	126	650	650
<i>Planning</i>		<b>308,657</b>	<b>306,857</b>	<b>304,959</b>
<i>Difference From Previous Budget</i>				<b>-1,898</b>
<i>Percentage Difference From Previous Budget</i>				<b>-0.62%</b>



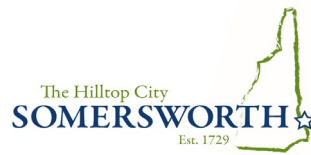
# GENERAL FUND FY2021-2022 PROPOSED BUDGET

## 404 DEVELOPMENT SERVICES

### 400 PLANNING

ACCT NUMBER	DESCRIPTION	21-22 PROPOSED	Detail
40200	Full Time Salaries	135,603	Director \$89,000 Secretary 46,603
40220	Part Time Salaries	55,825	ED Manager - 28 Hours per week
41100	Health/Dental Ins	52,509	2 Full Time employees
41200	Life & Disability	1,891	2 Full Time employees
41700	Fica/Medicare	14,644	Salary (\$191,428) X 7.65%
41750	Unemploy Insurance	190	PRIMEX Insurance
41775	Workers Comp Insurance	3,037	PRIMEX Insurance
41780	State Retirement	19,066	Salary (\$135,603) X 14.06%
43000	Travel/Training	1,500	NNECAPA, NHPA annual conferences, Municipal Law Lecture series, RSA updates
44101	Office Supplies	1,000	Ink for Plotter (Approx 7 per year) General clerical supplies including materials to send out packets to Board members
44500	Postage	3,500	General mailing, packets for Board members, owner notification for proposed amendment changes, etc.
45402	Strafford Regional Planning Co	10,267	Annual City membership dues based on written quote from Commission
45500	Association Dues	1,150	NH Planners Association Northern NE Planner's Association National Arbor Day Foundation American Planning Association
45901	Advertising	4,000	Ads in local newspaper for meeting notices and requests for bids
45910	Physicals	127	New employees, as needed
47200	Office Machine/Software Maint	650	ESEI annual software fee, other maintenance as needed

304,959



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 401 ECONOMIC DEVELOPMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
43000	Travel/Training	35	200	200
44101	Office Supplies	105	300	300
44107	Presentations	95	500	500
44500	Postage	13	250	250
45500	Association Dues	555	575	575
45700	Contract Services	13,384	5,000	2,500
45800	Printing	0	600	600
45901	Advertising	3,000	3,000	3,000
47200	Ofc Machine/Software Maint	0	200	200

*Economic Development* **17,186** **10,625** **8,125**

*Difference From Previous Budget* -2,500

*Percentage Difference From Previous Budget* -23.53%



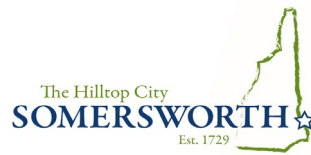

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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**


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**404 DEVELOPMENT SERVICES**
**401 ECONOMIC DEVELOPMENT**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>21-22 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	250	Mailings to Somersworth Businesses and business recruitment efforts
45500	Association Dues	575	NHCIBOR and Chamber of Commerce
45700	Contract Services	2,500	Consulting Services as needed
45800	Printing	600	New LOGO Stationery and Marketing Materials
45901	Advertising	3,000	Adv. in "NH Business Review" (\$415) Regional ad in Business NH Magazine (Millyard) x5 @ \$479.20 an ad
47200	Ofc Machine/Software Maint	200	Constant Contact Yearly Membership
		<b>8,125</b>	



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 410 CODE ENFORCEMENT

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 PROPOSED
40200	Full Time Salaries	111,481	115,030	117,788
40220	Part Time Salaries	10,453	11,354	14,837
41100	Health/Dental Ins	42,695	44,012	43,626
41200	Life & Disability	1,636	1,685	1,721
41700	Fica/Medicare	9,246	9,668	10,146
41750	Unemploy Insurance	189	160	190
41775	Workers Comp Insurance	4,786	7,051	7,051
41780	State Retirement	12,442	12,849	16,561
43000	Travel/Training	362	600	600
44101	Office Supplies	234	350	350
44150	Period & Forms	933	300	300
44400	Vehicle Fuel	1,280	1,200	1,200
44500	Postage	929	1,000	1,000
45500	Association Dues	0	260	260
45601	Cell Phones	660	600	600
45901	Advertising	0	200	200
45910	Physicals	0	127	127
46300	Fleet & Equip Insurance	745	990	990
47201	Office Equip	1,292	750	750
47203	Equipment - Codes	0	100	100
47600	Vehicle Maintenance	554	1,000	1,000

<i>Code Enforcement</i>	<b>199,916</b>	<b>209,286</b>	<b>219,397</b>
<i>Difference From Previous Budget</i>			<b>10,111</b>
<i>Percentage Difference From Previous Budget</i>			<b>4.83%</b>



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 410 CODE ENFORCEMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	117,788	BI/Code Officer \$ 61,942 Property Maint. Code 55,845
40220	Part Time Salaries	14,837	Part time electrical inspector - 8 Hrs./week Coverage for Code Officer - 40 hours each year
41100	Health/Dental Ins	43,626	2 Full Time employees
41200	Life & Disability	1,721	2 Full Time employees
41700	Fica/Medicare	10,146	Salary (\$132,625) X 7.65%
41750	Unemploy Insurance	190	PRIMEX Insurance
41775	Workers Comp Insurance	7,051	PRIMEX Insurance
41780	State Retirement	16,561	Salary (\$117,788) X 14.06%
43000	Travel/Training	600	Seacoast BOA monthly, NHBOA Annually, ICC as needed/or required.
44101	Office Supplies	350	General office supplies including file folders, permit paper, general clerical supplies
44150	Period & Forms	300	Purchasing of mechanical/electrical/plumbing permit forms - Code Updates every 3 years
44400	Vehicle Fuel	1,200	Gas for two code vehicles.
44500	Postage	1,000	Postage for permit issuance and Certified Mail to address compliance issues.
45500	Association Dues	260	ICC (City) \$150, NHBOA (1) \$75, Seacoast Code Officials (2) \$35
45601	Cell Phones	600	Cell phone payment for 2 Code Officers.
45901	Advertising	200	Advertising as needed.
45910	Physicals	127	New employee physicals as needed.
46300	Fleet & Equip Insurance	990	PRIMEX
47201	Office Equip	750	Filing Cabinets, other office equipment
47203	Equipment - Codes	100	Purchase tools, testing equipment, etc. for Code officers for inspections
47600	Vehicle Maintenance	1,000	General vehicle maintenance for two code cars.

**219,397**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 426 RECREATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
40200	Full Time Salaries	53,325	54,824	55,536
40220	Part Time Salaries	12,926	16,254	16,254
40240	Seasonal Salaries	35,050	53,400	53,400
41100	Health/Dental Ins	20,281	20,604	20,421
41200	Life & Disability	794	822	821
41700	Fica/Medicare	7,596	9,523	9,577
41750	Unemploy Insurance	125	106	125
41775	Workers Comp Insurance	3,552	4,641	4,641
41780	State Retirement	5,939	6,124	7,808
43000	Travel/Training	285	400	400
44101	Office Supplies	216	325	325
44202	Parks Repair	6,017	0	0
44400	Vehicle Fuel	460	600	600
44500	Postage	25	50	50
45434	Special Events	2,374	3,750	3,750
45436	Youth Basketball	0	0	0
45438	Kids Camp	5,560	10,000	10,000
45439	Trends/Teen Camp	4,147	7,583	7,583
45443	Saturday Soccer	696	700	700
45444	Saturday Basketball	1,229	1,300	1,300
45445	Granite State Track and Field	0	450	450
45500	Association Dues	65	70	70
45601	Cell Phones	300	375	375




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## GENERAL FUND FY2021-2022 PROPOSED BUDGET

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### 404 DEVELOPMENT SERVICES

#### 426 RECREATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
45901	Advertising	187	500	500
45910	Physicals	208	2,500	2,500
46100	Building Ins	647	0	0
46300	Fleet & Equip Insurance	391	520	520
47200	Office Machine/Software Maint	0	750	750
47600	Vehicle Maintenance	36	250	250
48101	Electricity	1,424	0	0
48102	Water & Sewer	3,998	0	0
48104	Trash Collection	470	0	0
48107	Field Maintenance	3,547	0	0
48200	Building Maint	4,456	0	0

<i>Recreation</i>	<i>176,326</i>	<i>196,421</i>	<i>198,706</i>
<i>Difference From Previous Budget</i>			<i>2,285</i>
<i>Percentage Difference From Previous Budget</i>			<i>1.16%</i>



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 426 RECREATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	55,536	Rec Supervisor \$55,536
40220	Part Time Salaries	16,254	Part Time Clerk - 20hrs per week
40240	Seasonal Salaries	53,400	3 Summer Camp Directors @ \$13/Hr, 9 Summer Camp Counselors @ \$11/Hr, 10 weeks
41100	Health/Dental Ins	20,421	1 Full Time employee
41200	Life & Disability	821	1 Full Time employee
41700	Fica/Medicare	9,577	Salary (\$125,190) X 7.65%
41750	Unemploy Insurance	125	PRIMEX Insurance
41775	Workers Comp Insurance	4,641	PRIMEX Insurance
41780	State Retirement	7,808	Salary (\$55,536) X 14.06%
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	325	General office supplies
44400	Vehicle Fuel	600	Rec Truck fuel
44500	Postage	50	Postage for general Rec mailings
45434	Special Events	3,750	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, Senior Luau, Adult/Senior fitness activity.
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



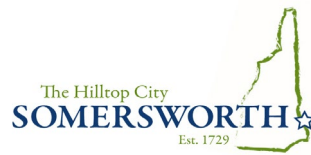
## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 426 RECREATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
45439	Trends/Teen Camp	7,583	10 Friday field trips for 36 kids (cost varies depending on location); Aquaboggan tickets \$864 Hilltop Fun Center \$550 Funtown Tickets \$777 Indoor Ascent \$627 Hampton Beach & Mini Golf \$288 Urban Air \$720 Canobie Lake Park \$957 Hike Mount Major \$0 Gathering Place Studio/shop(4 trips) \$200 Misc. program supplies \$350 Transportation fees \$2,250
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	450	t-shirts; timers & whistles, name tags, cones, \$5 fee per athlete to participate in District Track meet; MISC supplies
45500	Association Dues	70	NH Recreation & Parks Association dues for Rec Supervisor=
45601	Cell Phones	375	Summer Camp Cell phone
45901	Advertising	500	Recreation employment ads & MISC program ads
45910	Physicals	2,500	Physicals, drug screen, & background checks for 12 seasonal employees
46300	Fleet Insurance	520	PRIMEX
47200	Office Machine/Software	750	Rec Dept. Computer maint/replacement as needed
47600	Vehicle Maintenance	250	Maintenance & repairs for Rec truck

**198,706**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 427 CITY HALL

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 PROPOSED
40200	Full Time Salaries	19,935	30,372	33,761
40220	Part Time Salaries	8,053	0	0
41100	Health/Dental Ins	16,373	25,451	25,229
41200	Life & Disability	328	541	588
41700	Fica/Medicare	2,024	2,323	2,583
41750	Unemploy Insurance	63	53	60
41775	Workers Comp Insurance	43	56	61
41780	State Retirement	2,349	3,393	4,747
44101	Office Supplies	1,592	2,500	2,500
44300	Janitorial Supplies	2,310	1,500	2,000
44903	Meeting Supplies	147	150	150
45600	Telephone	16,869	15,600	16,800
45601	Cell Phones	534	700	700
45901	Advertising	389	0	0
45910	Physicals	128	0	0
45950	Rentals	4,598	4,400	4,600
47200	Office Machine/Software Maint	12,022	12,000	12,000
47201	Office Equip	3,901	3,000	4,000
48101	Electricity	23,776	30,000	28,000
48102	Water & Sewer	1,874	1,500	1,500
48103	Heating Fuel	3,390	5,000	5,000
48200	Building Maint	15,667	20,000	20,000
48201	Maintenance Contracts	5,407	4,600	5,600
48202	Old City Hall	7,691	7,500	7,500

*City Hall* **129,528** **170,639** **177,379**

*Difference From Previous Budget* **6,740**

*Percentage Difference From Previous Budget* **3.95%**

*Total Development Services* **994,280** **893,828** **908,566**

*Difference From Previous Budget* **14,738**

*Percentage Difference From Previous Budget* **1.65%**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 427 CITY HALL

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	33,761	Full Time Custodian
41100	Health/Dental Ins	25,229	1 Full Time employee
41200	Life & Disability	588	Insurance
41700	Fica/Medicare	2,583	Salary (\$33,761 X 7.65%)
41750	Unemploy Insurance	60	PRIMEX Insurance
41775	Workers Comp Insurance	61	PRIMEX Insurance
41780	State Retirement	4,747	FT Salary (\$33,761) X 14.06%
44101	Office Supplies	2,500	Paper, supplies for the copiers , other supplies
44300	Janitorial Supplies	2,000	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 Meeting Supplies
45600	Telephone	16,800	City Phone system - avg. \$1,400/month
45601	Cell Phones	700	Administration cell phone
45950	Rentals	4,600	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	12,000	City Hall copier program -\$7,000 Machine Maint agreements \$5,000
47201	Office Equip	4,000	Postage Machine rental Formax (\$418/qtr), supplies
48101	Electricity	28,000	Electricity with Eversource
48102	Water & Sewer	1,500	City of Somersworth - Water/Sewer Utility bill
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	5,600	Otis Elevator - annual inspection and routine maintenance; Burns Security alarm monitoring/maintenance.
48202	Old City Hall	7,500	Eversource, Northern Utilities, Water & Sewer

177,379



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 500 POLICE ADMIN

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
40200	Full Time Salaries	206,623	203,888	210,749
40300	Overtime	0	250	250
40400	Longevity	1,664	1,664	1,664
40420	Holiday Pay	2,273	2,273	2,412
40470	Leave Buyouts	1,469	0	0
41100	Health/Dental Ins	48,336	49,054	48,623
41200	Life & Disability	2,889	3,030	2,960
41500	Retirees Life Insurance	2,987	2,987	3,000
41700	Fica/Medicare	7,628	9,428	9,804
41750	Unemploy Insurance	314	266	266
41775	Workers Comp Insurance	4,503	6,214	6,322
41780	State Retirement	41,792	41,309	51,497
43000	Travel/Training	157	1,500	1,500
43001	Tuition Reimbursements	960	3,500	2,500
44101	Office Supplies	4,231	4,500	4,500
44150	Period & Forms	1,351	1,500	1,250
44300	Janitorial Supplies	1,357	1,500	1,500
44400	Vehicle Fuel	260	750	750
44500	Postage	1,322	1,800	1,800
44700	Training Supplies	35	0	0
44800	Clothing	9,648	10,000	10,000
45300	Cleaning Service-Clothes	190	250	250
45500	Association Dues	240	450	450
45800	Printing	495	1,000	1,000
45901	Advertising	391	500	0
45910	Physicals	483	250	500
45912	Police Spots	0	0	0



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 500 POLICE ADMIN

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
45924	Misc Supplies	938	750	750
45926	Pre Employment Check	300	325	325
45950	Rentals	0	0	0
45951	Testing Fees	5,635	550	550
46100	Building Ins	9,927	13,188	11,500
46200	Professional Insurance	37,181	37,181	37,181
46300	Fleet & Equip Insurance	4,913	6,527	5,500
47100	Computer Supply/Maint	27,833	35,361	31,944
47200	Office Machine/Software Maint	5,092	1,600	1,600
47600	Vehicle Maintenance	2,094	750	750

<i>Police Admin</i>	<b>435,510</b>	<b>444,095</b>	<b>453,647</b>
<i>Difference From Previous Budget</i>			9,552
<i>Percentage Difference From Previous Budget</i>			2.15%



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 500 POLICE ADMIN

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	210,749	Chief \$105,587, Executive Assistant \$52,912, Investigations Secretary \$52,250
40300	Overtime	250	Overtime
40400	Longevity	1,664	One employee eligible
40420	Holiday Pay	2,412	Holiday payout - contractual
41100	Health/Dental Ins	48,623	3 Full Time employees
41200	Life & Disability	2,960	Insurance
41500	Retirees Life Insurance	3,000	Insurance
41700	Fica/Medicare	9,804	(\$107,251) X 1.45% + (\$107,824) X 7.65%
41750	Unemploy Insurance	266	Insurance
41775	Workers Comp Insurance	6,322	Insurance
41780	State Retirement	51,497	(\$107,251) X 33.88% + (\$107,824) X 14.06%
43000	Travel/Training	1,500	Training and travel for the Chief.
43001	Tuition Reimbursements	2,500	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	General office supplies for the Police Department.
44150	Period & Forms	1,250	This represents the costs of forms and law books the Police Department Uses.



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 500 POLICE ADMIN

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
44300	Janitorial Supplies	1,500	Janitorial supplies and cleaning products. This includes toilet paper, paper towels, etc. for the Department.
44400	Vehicle Fuel	750	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	Nat'l Chiefs of Police Association, NH Chiefs of Police Association, FBI, and LEEDA.
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.
45910	Physicals	500	This line item is for pre-employment physicals.
45924	Misc Supplies	750	Evidence supplies, other misc police supplies.
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	11,500	PRIMEX
46200	Professional Insurance	37,181	PRIMEX
46300	Fleet & Equip Insurance	5,500	PRIMEX




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## GENERAL FUND FY2021-2022 PROPOSED BUDGET

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### 405 PUBLIC SAFETY

#### 500 POLICE ADMIN

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
47100	Computer Supply/Maint	31,944	IMC Police Reporting Database Support Fees- \$15,372 , Watchguard Maint Plan \$1,325 Multi-Agency Bandwidth for Cross Agency - \$250, West Subscription - \$2,835, Backbay Networks: Records/Server Backup - \$2,500, Replacement Computers - \$4,000, AFIS interface \$2,817, Acorn Recoder Maint. plan \$2,095, MS Office 365 \$400, scheduling software \$350.
47200	Office Machine/Software Maint	1,600	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>453,647</b>	



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 510 PATROL

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 PROPOSED
40200	Full Time Salaries	1,076,064	1,163,509	1,296,731
40220	Part Time Salaries	13,512	0	0
40300	Overtime	106,565	80,000	85,000
40330	Overtime - Police Court	5,203	7,500	6,000
40400	Longevity	2,288	2,288	2,496
40410	Training	8,208	14,000	15,000
40420	Holiday Pay	39,108	38,000	43,000
40440	Educational Incentive	7,300	7,300	9,750
41100	Health/Dental Ins	342,314	385,469	421,083
41200	Life & Disability	15,554	18,086	18,793
41700	Fica/Medicare	18,206	19,033	21,141
41750	Unemploy Insurance	2,208	1,780	1,869
41775	Workers Comp Insurance	29,921	41,423	45,206
41780	State Retirement	349,913	373,171	493,963
43000	Travel/Training	3,338	4,000	5,000
43002	Firearm Supplies	6,385	7,500	7,500
44400	Vehicle Fuel	28,148	30,000	30,000
45300	Cleaning Service-Clothes	4,570	4,500	4,500
45500	Association Dues	26	200	200
45913	Veterinary Services	100	1,200	800
47250	Operating Equipment Maint	1,026	1,200	1,200
47600	Vehicle Maintenance	27,506	28,000	28,000
49920	Police K9 Program	2,244	4,000	4,000

<i>Patrol</i>	<b>2,089,706</b>	<b>2,232,159</b>	<b>2,541,232</b>
<i>Difference From Previous Budget</i>			<b>309,073</b>
<i>Percentage Difference From Previous Budget</i>			<b>13.85%</b>



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 510 PATROL

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	1,296,731	These are wages for the Patrol Division. This includes: (1) Captain, (1) Lieutenant, (4) Sergeants and (14) Patrol Officers.
40300	Overtime	85,000	Anticipated Overtime
40330	Overtime - Police Court	6,000	Court Overtime
40400	Longevity	2,496	2 Employees eligible
40410	Training	15,000	Anticipated overtime to cover for training
40420	Holiday Pay	43,000	Contractural
40440	Educational Incentive	9,750	Contractural
41100	Health/Dental Ins	421,083	Health/Dental Insurance
41200	Life & Disability	18,793	Insurance
41700	Fica/Medicare	21,141	(\$1,457,977 X 1.45%)
41750	Unemploy Insurance	1,869	Insurance
41775	Workers Comp Insurance	45,206	Insurance
41780	State Retirement	493,963	(\$1,457,977) X 33.88%
43000	Travel/Training	5,000	Every police officer is mandated to have at least 30 hours of training per year.
43002	Firearm Supplies	7,500	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 officers, as per the NEPBA Contract.
45500	Association Dues	200	Justice of the Peace and Notary fees



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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

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

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>21-22 PROPOSED</b>	<b>Detail</b>
45913	Veterinary Services	800	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>2,541,232</b>	



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 520 INVESTIGATIONS

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 PROPOSED
40200	Full Time Salaries	407,693	403,759	430,989
40300	Overtime	22,890	20,000	20,000
40400	Longevity	1,040	1,040	1,040
40420	Holiday Pay	14,583	14,000	15,000
40430	Clothing Allowance	2,000	1,000	2,000
40440	Educational Incentive	975	975	1,250
40450	Standby	2,576	0	5,840
41100	Health/Dental Ins	156,397	167,336	158,373
41200	Life & Disability	5,841	6,017	6,023
41700	Fica/Medicare	6,394	6,319	6,904
41750	Unemploy Insurance	631	534	534
41775	Workers Comp Insurance	10,708	12,275	14,712
41780	State Retirement	127,688	123,606	160,632
43000	Travel/Training	1,761	2,000	2,500
44400	Vehicle Fuel	2,698	2,000	2,500
45300	Cleaning Service-Clothes	82	200	200
45500	Association Dues	190	200	200
45900	Miscellaneous Services	1,000	2,000	2,000
47200	Office Machine/Software Maint	3,996	4,000	4,300
47400	Photo Equipment	79	250	0
47600	Vehicle Maintenance	3,035	3,000	3,000
48204	Evidence Collection Unit	6,027	0	0

<i>Investigations</i>	<b>778,285</b>	<b>770,511</b>	<b>837,997</b>
<i>Difference From Previous Budget</i>			<b>67,486</b>
<i>Percentage Difference From Previous Budget</i>			<b>8.76%</b>



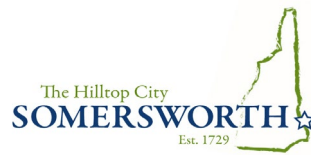
## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 520 INVESTIGATIONS

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	430,989	These are wages for (1) Captain, (1) Detective Sergeant, (3) Detectives and (1) School Resource Officer.
40300	Overtime	20,000	Overtime
40400	Longevity	1,040	One employee eligible
40420	Holiday Pay	15,000	Contractural
40430	Clothing Allowance	2,000	Contractural
40440	Educational Incentive	1,250	Contractural
40450	Standby	5,840	Contractural
41100	Health/Dental Ins	158,373	Health/Dental Insurance
41200	Life & Disability	6,023	Insurance
41700	Fica/Medicare	6,904	Salary (\$476,119) X 1.45%
41750	Unemploy Insurance	534	Insurance
41775	Workers Comp Insurance	14,712	Insurance
41780	State Retirement	160,632	Salary (\$474,119) X 33.88%
43000	Travel/Training	2,500	Police Officers are mandated to have 30 hours of training per NH Police Standards & Training. This is training for the Investigations Division which requires more specialized training.
44400	Vehicle Fuel	2,500	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	2,000	This is for evidence supplies like evidence tape, bags, dust, fuming solvents, etc.
47200	Office Machine/Software Maint	4,300	This is maintenance fees for our cell phone forensic decoder.
47600	Vehicle Maintenance	3,000	Vehicle maintenance/repairs for undercover vehicles - 5 vehicles

837,997



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 530 POLICE SUPPORT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
40200	Full Time Salaries	216,577	218,232	236,712
40220	Part Time Salaries	8,358	9,156	9,752
40300	Overtime	15,290	9,000	10,000
40420	Holiday Pay	9,985	9,500	10,000
41100	Health/Dental Ins	72,372	69,898	86,915
41200	Life & Disability	3,484	3,737	3,696
41700	Fica/Medicare	18,128	18,810	20,385
41750	Unemploy Insurance	736	623	623
41775	Workers Comp Insurance	5,090	6,860	7,434
41780	State Retirement	27,015	26,443	36,094
45300	Cleaning Service-Clothes	0	100	100
45600	Telephone	11,767	11,400	12,000
45601	Cell Phones	7,603	9,000	9,000
45700	Contract Services	1,081	1,274	1,274
47200	Office Machine/Software Maint	191	200	200
47250	Operating Equipment Maint	4,160	5,900	3,000
48101	Electricity	31,134	30,000	32,000
48102	Water & Sewer	1,032	980	1,044
48103	Heating Fuel	15,330	20,000	20,000
48200	Building Maint	4,204	14,000	14,000
<i>Police Support</i>		<i>453,536</i>	<i>465,113</i>	<i>514,229</i>
<i>Difference From Previous Budget</i>				<i>49,116</i>
<i>Percentage Difference From Previous Budget</i>				<i>10.56%</i>

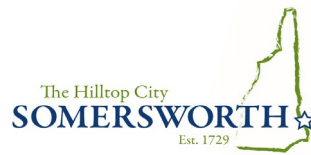


## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 530 POLICE SUPPORT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	236,712	These are full time wages for (5) Dispatchers.
40220	Part Time Salaries	9,752	Part time custodian - 12 Hrs per week
40300	Overtime	10,000	Overtime
40420	Holiday Pay	10,000	Contractural
41100	Health/Dental Ins	86,915	Health/Dental Insurance
41200	Life & Disability	3,696	Insurance
41700	Fica/Medicare	20,385	Salary (\$266,464) X 7.65%
41750	Unemploy Insurance	623	Insurance
41775	Workers Comp Insurance	7,434	Insurance
41780	State Retirement	36,094	Salary (\$256,712) X 14.06%
45300	Cleaning Service-Clothes	100	This is uniform dry cleaning expenses.
45600	Telephone	12,000	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	Floor mats throughout PD.
47200	Office Machine/Software Maint	200	Fax machine/printer and the shredder in Dispatch.
47250	Operating Equipment Maint	3,000	This is maintenance costs for equipment such as the radio system.
48101	Electricity	32,000	Electricity for the PD.
48102	Water & Sewer	1,044	Water and Sewer charges for the PD and Backflow Tests twice yearly.
48103	Heating Fuel	20,000	Propane



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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

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

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
48200	Building Maint	14,000	HVAC repairs, computerized locks, plumbing, fire suppression system, elevator, back-up generator, misc. repairs.

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514,229




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## GENERAL FUND FY2021-2022 PROPOSED BUDGET

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### 405 PUBLIC SAFETY

#### 540 TRAFFIC

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
40220	Part Time Salaries	14,126	27,834	28,609
41700	Fica/Medicare	1,081	2,129	2,189
41750	Unemploy Insurance	210	178	178
41775	Workers Comp Insurance	627	885	884
44400	Vehicle Fuel	397	500	600
47600	Vehicle Maintenance	0	500	500

*Traffic* **16,441** **32,026** **32,960**

*Difference From Previous Budget* 934

*Percentage Difference From Previous Budget* 2.92%




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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

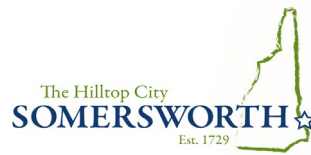
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**405 PUBLIC SAFETY**

**540 TRAFFIC**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>21-22 PROPOSED</b></i>	<i><b>Detail</b></i>
40220	Part Time Salaries	28,609	<b>Parking Enforcement Officer 20 Hrs/week for 52 weeks, and School Crossing Guard, 15 Hrs/week for 42 weeks.</b>
41700	Fica/Medicare	2,189	<b>Salary (\$28,609) X 7.65%</b>
41750	Unemploy Insurance	178	<b>Insurance</b>
41775	Workers Comp Insurance	884	<b>Insurance</b>
44400	Vehicle Fuel	600	<b>Fuel costs for the parking vehicle.</b>
47600	Vehicle Maintenance	500	<b>Vehicle maintenance costs for the parking enforcement vehicle.</b>

**32,960**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 550 PROSECUTION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
40200	Full Time Salaries	68,111	67,080	71,157
40300	Overtime	0	500	500
40420	Holiday Pay	3,096	3,200	3,300
40430	Clothing Allowance	400	400	400
41100	Health/Dental Ins	18,687	20,604	20,421
41200	Life & Disability	979	992	988
41700	Fica/Medicare	1,025	1,032	1,093
41750	Unemploy Insurance	105	89	89
41775	Workers Comp Insurance	1,730	2,260	2,329
41780	State Retirement	20,244	20,122	25,395
45300	Cleaning Service-Clothes	297	250	250
45700	Contract Services	20,000	20,000	20,000

<i>Prosecution</i>	<i>134,672</i>	<i>136,529</i>	<i>145,922</i>
<i>Difference From Previous Budget</i>			<i>9,393</i>
<i>Percentage Difference From Previous Budget</i>			<i>6.88%</i>




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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

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**405 PUBLIC SAFETY**

**550 PROSECUTION**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>21-22 PROPOSED</b></i>	<i><b>Detail</b></i>
40200	Full Time Salaries	71,157	<b>Police Prosecutor.</b>
40300	Overtime	500	<b>Overtime</b>
40420	Holiday Pay	3,300	<b>Contractural</b>
40430	Clothing Allowance	400	<b>Clothing allowance for the Police Prosecutor.</b>
41100	Health/Dental Ins	20,421	<b>Health/Dental Insurance</b>
41200	Life & Disability	988	<b>Insurance</b>
41700	Fica/Medicare	1,093	<b>Salary (\$75,357) X 1.45%</b>
41750	Unemploy Insurance	89	<b>Insurance</b>
41775	Workers Comp Insurance	2,329	<b>Insurance</b>
41780	State Retirement	25,395	<b>Salary (\$74,957) X 33.88%</b>
45300	Cleaning Service-Clothes	250	<b>Uniform cleaning - Police Prosecutor.</b>
45700	Contract Services	20,000	<b>This is the cost of a private attorney to review and prosecute more complex cases in Dover District Court.</b>

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**145,922**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 570 FIRE ADMINISTRATION

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 PROPOSED
40200	Full Time Salaries	107,980	133,045	143,257
40220	Part Time Salaries	28,340	7,085	0
40430	Clothing Allowance	582	600	600
41100	Health/Dental Ins	6,283	21,957	31,733
41200	Life & Disability	1,325	1,877	1,986
41500	Retirees Life Insurance	3,448	3,226	3,448
41700	Fica/Medicare	3,868	4,427	4,676
41750	Unemploy Insurance	125	106	120
41775	Workers Comp Insurance	5,426	7,337	7,337
41780	State Retirement	32,439	34,288	39,545
43000	Travel/Training	165	1,000	1,000
44101	Office Supplies	1,081	1,600	1,600
44150	Period & Forms	372	500	500
44151	Fire Prevention Ed Sup	819	750	800
44152	Reference Books	311	0	300
44400	Vehicle Fuel	763	1,200	1,200
44500	Postage	75	200	100
45500	Association Dues	4,319	4,800	4,950
45600	Telephone	2,007	2,000	2,100
45601	Cell Phones	300	300	600
45702	Misc	745	500	500
45901	Advertising	530	100	200
45908	Consultant	9,122	0	0
45910	Physicals	593	500	200
46100	Building Ins	2,342	3,112	2,750
46300	Fleet & Equip Insurance	378	502	502
47200	Office Machine/Software Maint	3,807	4,395	4,500
47600	Vehicle Maintenance	315	1,000	750
48101	Electricity	7,075	8,000	8,000
48102	Water & Sewer	2,526	2,500	2,600
48103	Heating Fuel	5,430	6,000	6,000
48106	Internet Services	2,831	2,600	3,000

<i>Fire Administration</i>	<b>235,727</b>	<b>255,507</b>	<b>274,854</b>
<i>Difference From Previous Budget</i>			<b>19,347</b>
<i>Percentage Difference From Previous Budget</i>			<b>7.57%</b>



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 570 FIRE ADMINISTRATION

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>21-22 PROPOSED</b>	<b>Detail</b>
40200	Full Time Salaries	143,257	Fire Chief \$102,500, Exec Assistant \$40,757
40430	Clothing Allowance	600	Clothing Allowance - Fire Chief
41100	Health/Dental Ins	31,733	2 Full Time employee
41200	Life & Disability	1,986	2 Full Time employee
41500	Retirees Life Insurance	3,448	Insurance
41700	Fica/Medicare	4,676	Salary (\$102,500+\$5,000) * 1.45% + (\$40,757) * 7.65%
41750	Unemploy Insurance	120	PRIMEX Insurance
41775	Workers Comp Insurance	7,337	PRIMEX Insurance
41780	State Retirement	39,545	Salary (\$102,500) X 32.99% + (40,757) X 14.06%
43000	Travel/Training	1,000	FD member training
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	800	Public fire and life safety education materials.
44152	Reference Books	300	Fire and NFPA Codes and Standards.
44400	Vehicle Fuel	1,200	Fuel for Car 1
44500	Postage	100	Postage
45500	Association Dues	4,950	SCFOMAD: START-\$3,700, AIR-\$500, Annual Dues-\$400. Chief's NFPA Dues-\$200. NHFCA-\$150.
45600	Telephone	2,100	Telephone
45601	Cell Phones	600	1 Cellphone (Car 1)
45702	Misc	500	Promotional Exams
45901	Advertising	200	Newspaper Ads
45910	Physicals	200	Physicals
46100	Building Ins	2,750	PRIMEX
46300	Fleet & Equip Insurance	502	PRIMEX
47200	Office Machine/Software Maint	4,500	Emergency Reporting Software \$3,000, NFPA Codes \$1,500
47600	Vehicle Maintenance	750	Fire Chief Car - Maint.
48101	Electricity	8,000	Electricity
48102	Water & Sewer	2,600	Water & Sewer
48103	Heating Fuel	6,000	Heating Fuel
48106	Internet Services	3,000	Comcast

274,854



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 580 FIRE FIGHTING

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
40200	Full Time Salaries	801,176	837,995	847,842
40220	Part Time Salaries	23,649	30,000	3,000
40310	Overtime - Fire Replacement	93,755	168,569	170,000
40320	Overtime - Fire Recall	33,167	25,000	25,000
40410	Training	3,399	8,380	9,000
40420	Holiday Pay	51,995	49,570	52,000
40430	Clothing Allowance	10,405	10,400	10,400
40440	Educational Incentive	18,833	21,400	21,400
40470	Leave Buyouts	0	1,500	1,500
41100	Health/Dental Ins	361,892	361,211	348,179
41200	Life & Disability	12,108	11,761	11,836
41700	Fica/Medicare	16,761	18,162	16,568
41750	Unemploy Insurance	1,005	940	960
41775	Workers Comp Insurance	56,862	74,283	74,283
41780	State Retirement	295,086	326,737	371,712
43000	Travel/Training	2,258	3,800	1,000
44103	Hardware & Tools	4,893	5,000	6,000
44106	Building Maint Supplies	2,026	1,600	1,600
44400	Vehicle Fuel	8,035	9,000	8,000
44402	Other Petroleum & Chemicals	1,975	2,000	2,000
44800	Clothing	18,376	18,000	14,000
44901	Miscellaneous Supplies	358	500	500
45500	Association Dues	520	780	0
45910	Physicals	1,415	1,200	600
46300	Fleet & Equip Insurance	2,624	3,486	3,000
47500	Operating Equipment Maint	6,909	6,500	7,000
47502	Ems Supplies	3,494	1,500	1,500
47600	Vehicle Maintenance	19,411	15,600	17,000
48200	Building Maint	6,698	7,000	0



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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

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

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
	<i>Fire Fighting</i>	<i>1,859,087</i>	<i>2,021,874</i>	<i>2,025,880</i>
	<i>Difference From Previous Budget</i>			<i>4,006</i>
	<i>Percentage Difference From Previous Budget</i>			<i>0.20%</i>
	<i>Total Public Safety</i>	<i>6,002,963</i>	<i>6,357,814</i>	<i>6,826,721</i>
	<i>Difference From Previous Budget</i>			<i>468,907</i>
	<i>Percentage Difference From Previous Budget</i>			<i>7.38%</i>



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 580 FIRE FIGHTING

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>21-22 PROPOSED</b>	<b>Detail</b>
40200	Full Time Salaries	847,842	Salary 4 Lieutenants, 12 Firefighters
40220	Part Time Salaries	3,000	Call FF Pay
40310	Overtime - Fire Replacement	170,000	Replacement Overtime
40320	Overtime - Fire Recall	25,000	Staffing for emergency call backs
40410	Training	9,000	Training
40420	Holiday Pay	52,000	Holiday Pay per contract
40430	Clothing Allowance	10,400	Contractual
40440	Educational Incentive	21,400	Contractual
40470	Leave Buyouts	1,500	Contractual
41100	Health/Dental Ins	348,179	Health/Dental Insurance
41200	Life & Disability	11,836	Life/Short Term Disability Insurance
41700	Fica/Medicare	16,568	Salary (\$1,126,742 X 1.45%) + (\$3000 X 7.65%)
41750	Unemploy Insurance	960	PRIMEX Insurance
41775	Workers Comp Insurance	74,283	PRIMEX Insurance
41780	State Retirement	371,712	Salary (\$1,126,742) X 32.99%
43000	Travel/Training	1,000	Course costs for career & Call FF
44103	Hardware & Tools	6,000	Hand Tools, Portable Radio Replacement Components, Nozzels, Hoses, Lights, etc.
44106	Building Maint Supplies	1,600	Janitorial cleaning supplies
44400	Vehicle Fuel	8,000	Fuel for Apparatus
44402	Other Petroleum & Chemicals	2,000	Foam and vehicle cleaners, Speedy Dry
44800	Clothing	14,000	New and Replacement FF Protective Clothing and Components.




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## GENERAL FUND FY2021-2022 PROPOSED BUDGET

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### 405 PUBLIC SAFETY

#### 580 FIRE FIGHTING

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
44901	Miscellaneous Supplies	500	Unanticipated expenses such as emergency food and others.
45910	Physicals	600	New Hires (career and Call)
46300	Fleet & Equip Insurance	3,000	PRIMEX
47500	Operating Equipment Maint	7,000	Annual aerial ladder and pump tests, small equipment Maintenance for generators, saws, SCBA
47502	EMS Supplies	1,500	PPE to include Gloves, Oxygen and medical supplies
47600	Vehicle Maintenance	17,000	Maintenance on all apparatus, oil changes, PM and repairs.

**2,025,880**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 600 PW ADMINISTRATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
40200	Full Time Salaries	644,779	713,188	715,875
40240	Seasonal Salaries	33,294	30,000	30,000
40300	Overtime	47,785	35,000	35,000
40400	Longevity	1,664	1,664	1,664
40430	Clothing Allowance	2,495	3,600	3,600
40450	Standby	12,617	13,600	13,600
41100	Health/Dental Ins	231,344	275,335	256,334
41200	Life & Disability	9,892	10,259	10,838
41500	Retirees Life Insurance	779	780	780
41700	Fica/Medicare	53,177	60,974	61,180
41750	Unemploy Insurance	817	745	820
41775	Workers Comp Insurance	47,027	61,435	61,435
41780	State Retirement	74,536	83,758	107,719
43000	Travel/Training	3,127	3,000	3,000
44101	Office Supplies	1,820	2,100	2,100
44103	Hardware & Tools	2,483	2,500	2,500
44400	Vehicle Fuel	1,127	1,300	1,300
44500	Postage	225	200	200
44654	Safety Materials	2,853	3,300	3,700
44800	Clothing	2,038	2,900	2,500
45500	Association Dues	360	350	350
45600	Telephone	1,833	2,000	2,000
45601	Cell Phones	2,113	2,000	2,000
45901	Advertising	743	1,600	1,000
45910	Physicals	1,717	1,250	1,250



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 600 PW ADMINISTRATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
45914	Permits and Fees	615	1,000	1,000
45950	Rentals	1,276	1,000	1,000
46100	Building Ins	6,220	7,000	7,000
46300	Fleet & Equip Insurance	10,075	13,385	12,000
47200	Office Machine/Software Maint	2,428	2,500	2,500
47201	Office Equip	1,503	1,500	1,500
47600	Vehicle Maintenance	646	1,000	1,000
48101	Electricity	7,207	8,000	8,000
48102	Water & Sewer	760	720	1,000
48103	Heating Fuel	13,402	13,000	13,000
48106	Internet Services	1,168	1,140	1,140
48200	Building Maint	9,310	7,350	7,350

*PW Administration* **1,235,254** **1,370,433** **1,377,235**

*Difference From Previous Budget* **6,802**

*Percentage Difference From Previous Budget* **0.50%**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 600 PW ADMINISTRATION

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>21-22 PROPOSED</b>	<b>Detail</b>
40200	Full Time Salaries	715,875	PW Director \$105,587; PW Executive Assistant \$46,385, 12 PW Employees \$563,903.
40240	Seasonal Salaries	30,000	1 Winter Seasonal and 1 Summer Seasonal
40300	Overtime	35,000	Overtime
40400	Longevity	1,664	One employee eligible
40430	Clothing Allowance	3,600	12 Employees - \$300 each
40450	Standby	13,600	Standby pay
41100	Health/Dental Ins	256,334	14 Full Time employees
41200	Life & Disability	10,838	14 Full Time employees
41500	Retirees Life Insurance	780	Retirees Life Insurance
41700	Fica/Medicare	61,180	Salary (\$799,739) X 7.65%
41750	Unemploy Insurance	820	PRIMEX Insurance
41775	Workers Comp Insurance	61,435	PRIMEX Insurance
41780	State Retirement	107,719	Salary (\$766,139) X 14.06%
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, rakes, shovels, forks for skid steer (\$1000)
44400	Vehicle Fuel	1,300	Fuel for Director Vehicle
44500	Postage	200	based on history
44654	Safety Materials	3,700	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	2,500	Boots (contractual), \$2,500.
45500	Association Dues	350	NHPWA
45600	Telephone	2,000	Telephone for Public Works Facility




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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

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**406 PUBLIC WORKS AND UTILITIES**

**600 PW ADMINISTRATION**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>21-22 PROPOSED</b>	<b>Detail</b>
45601	Cell Phones	2,000	Aircard for Foreman, and Cell Phones.
45901	Advertising	1,000	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	7,000	PRIMEX
46300	Fleet & Equip Insurance	12,000	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	1,500	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	1,000	Water and Sewer for DPW Facility.
48103	Heating Fuel	13,000	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.

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**1,377,235**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 610 STREET MAINTENANCE

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 PROPOSED
44175	Hot Top/Patch	14,382	30,000	20,000
44176	Traffic Signs	4,737	6,000	6,000
44177	Paint For Roads	33,143	42,000	42,000
44400	Vehicle Fuel	34,031	40,000	35,000
45700	Contract Services	0	250	250
45704	Tree/Stump Removal	1,350	2,500	2,500
45705	Catch Basin Cleaning	0	10,000	10,000
46001	Repairs And Maint	7,089	15,000	15,000
47300	Sweeper Parts	3,391	9,000	10,963
49102	Sidewalk Project	1,032	25,000	20,000
49104	Road Resurfacing	1,116,446	770,000	900,000

*Street Maintenance* **1,215,599** **949,750** **1,061,713**

*Difference From Previous Budget* **111,963**

*Percentage Difference From Previous Budget* **11.79%**

**Note: FY20-21 Road resurfacing originally budgeted at \$900,000. That budget was revised down by \$130,000, which was transferred to Capital Outlay for the purchase of a sidewalk plow.**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 610 STREET MAINTENANCE

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 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	35,000	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	10,000	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	10,963	Purchase brooms, sprockets, elevator, belts, and to cover unexpected dealer only items such as pumps, jets, bearings.
49102	Sidewalk Project	20,000	Small scale reconstruction of selected sidewalks. In-house and/or contracted
49104	Road Resurfacing	900,000	Funding for annual pavement management repair work.

**1,061,713**




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**GENERAL FUND FY2021-2022 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 ACTUAL</b></i>	<i><b>20-21 BUD</b></i>	<i><b>21-22 PROPOSED</b></i>
43000	Travel/Training	795	600	600
44179	Salt and Sand	90,569	120,000	110,000
44180	Storm Pre-Treatment	0	0	2,500
46000	Contract Services	4,220	6,000	5,000
47301	Snow Equipment Repair	28,034	32,000	40,000
<i>Snow Removal</i>		<i><b>123,619</b></i>	<i><b>158,600</b></i>	<i><b>158,100</b></i>
<i>Difference From Previous Budget</i>				<i>-500</i>
<i>Percentage Difference From Previous Budget</i>				<i>-0.32%</i>




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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

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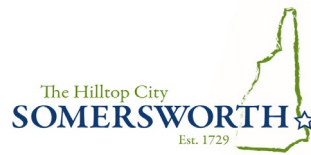
**406 PUBLIC WORKS AND UTILITIES**

**611 SNOW REMOVAL**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>21-22 PROPOSED</b></i>	<i><b>Detail</b></i>
43000	Travel/Training	600	Expenses incurred for employees meals when working 12 continuous hours or more.
44179	Salt and Sand	110,000	For purchase for sand and salt for snow and ice management. 5 year average.
44180	Storm Pre-Treatment	2,500	Salt Brine for winter storm pre-treatment to be used on the hills and High St.
46000	Contract Services	5,000	Contracted Services: -Trucking/Hauling -Plowing if needed
47301	Snow Equipment Repair	40,000	Cutting edges \$12,000, Plow and sander maintenance \$7,000, Sidewalk Tractor maintenance and repairs \$10,000, Push Plates for Snow-Go snow blower \$3,000, Other unanticipated \$8,000

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***158,100***




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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

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**406 PUBLIC WORKS AND UTILITIES**

**613 STREET LIGHTING**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>19-20 ACTUAL</b></i>	<i><b>20-21 BUD</b></i>	<i><b>21-22 PROPOSED</b></i>
45430	Street Lights	80,075	82,500	82,500
45431	Traffic Lights-Utilities	7,830	9,200	9,200
45433	Traffic lights-Maint & Repairs	17,349	15,000	15,000

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<i>Street Lighting</i>	<i><b>105,255</b></i>	<i><b>106,700</b></i>	<i><b>106,700</b></i>
<i>Difference From Previous Budget</i>			<i><b>0</b></i>
<i>Percentage Difference From Previous Budget</i>			<i><b>0.00%</b></i>



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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

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

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>21-22 PROPOSED</b></i>	<i><b>Detail</b></i>
45430	Street Lights	82,500	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	15,000	Estimated maintenance and repairs to City traffic signal system; outside contractor used for repairs.

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***106,700***




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**GENERAL FUND FY2021-2022 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 ACTUAL</b></i>	<i><b>20-21 BUD</b></i>	<i><b>21-22 PROPOSED</b></i>
44103	Hardware & Tools	2,427	2,400	2,240
44401	Heavy Equipment Maint	61,548	60,000	62,000
44402	Other Petroleum & Chemicals	10,359	9,228	9,240
44403	Cylinders	621	1,432	1,432
<i>Equipment Maintenance</i>		<i><b>74,955</b></i>	<i><b>73,060</b></i>	<i><b>74,912</b></i>
<i>Difference From Previous Budget</i>				<i>1,852</i>
<i>Percentage Difference From Previous Budget</i>				<i>2.53%</i>




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**GENERAL FUND FY2021-2022 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>21-22 PROPOSED</b></i>	<i><b>Detail</b></i>
44103	Hardware & Tools	2,240	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).
44401	Heavy Equipment Maint	62,000	Repairs to (5) one-tons and foreman's truck (\$6,000), Repairs to (6) 6 wheelers (\$18,000), bolts, hoses, chains, belts, filters, drill bits, abrasives (\$15,000), Repairs to loaders (\$10,000), Unscheduled repairs (\$13,000),
44402	Other Petroleum & Chemicals	9,240	5w-30 motor oil (\$1,285), Parts Washer service (\$1,000), anti-freeze (\$275), hydraulic oil aw32 (\$2,000), Hydraulic oil aw46 for sweeper and holders (\$1,000), Heavy truck oil 15w40 (\$3,000), Diesel fuel additive (\$500), Other (\$180).
44403	Cylinders	1,432	Welding gas (\$1,000), Cylinder rental (\$36/month)

**74,912**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 630 CITY ENGINEER

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 PROPOSED
40200	Full Time Salaries	92,960	94,556	89,000
41100	Health/Dental Ins	18,051	20,604	9,609
41200	Life & Disability	1,221	1,238	1,157
41500	Retirees Life Insurance	534	550	550
41700	Fica/Medicare	7,048	7,234	6,809
41750	Unemploy Insurance	63	53	60
41775	Workers Comp Insurance	1,914	2,500	2,500
41780	State Retirement	10,384	10,562	12,513
43000	Travel/Training	739	1,500	1,500
43500	Training/Licenses	420	0	0
44101	Office Supplies	413	500	500
45500	Association Dues	0	270	420
45800	Printing	0	150	150
47200	Office Machine/Software Maint	2,003	6,000	6,000

<i>City Engineer</i>	<b>135,750</b>	<b>145,717</b>	<b>130,768</b>
<i>Difference From Previous Budget</i>			<b>-14,949</b>
<i>Percentage Difference From Previous Budget</i>			<b>-10.26%</b>




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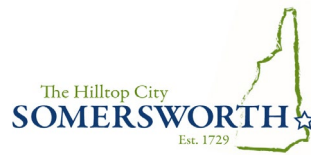
**GENERAL FUND FY2021-2022 PROPOSED BUDGET**


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**406 PUBLIC WORKS AND UTILITIES**
**630 CITY ENGINEER**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>21-22 PROPOSED</b>	<b>Detail</b>
40200	Full Time Salaries	89,000	<b>City Engineer</b>
41100	Health/Dental Ins	9,609	<b>1 Full Time employee</b>
41200	Life & Disability	1,157	<b>1 Full Time employee</b>
41500	Retirees Life Insurance	550	<b>Retirees Life Insurance</b>
41700	Fica/Medicare	6,809	<b>Salary (\$89,000)X 7.65%</b>
41750	Unemploy Insurance	60	<b>PRIMEX Insurance</b>
41775	Workers Comp Insurance	2,500	<b>PRIMEX Insurance</b>
41780	State Retirement	12,513	<b>Salary (\$89,000) X 14.06%</b>
43000	Travel/Training	1,500	<b>Registration fees for conferences or professional development</b>
44101	Office Supplies	500	<b>Miscellaneous office supplies and other equipment to support engineering work.</b>
45500	Association Dues	420	<b>\$270 annual NH American Society of Civil Engineers dues ; PE License renewal \$150</b>
45800	Printing	150	<b>Allowance for printing plans or other large documents</b>
47200	Office Machine/Software Maint	6,000	<b>\$1,610/year - AutoCad annual license fee, \$400 - ArcGIS annual license fee \$1,333.33 - VueWorks fee, \$2,500 ArcGIS Spatial Analyst Fee</b>

**130,768**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 650 BUILDINGS AND GROUNDS

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 PROPOSED
44110	Op Supplies - Grounds/Landscaping	2,255	1,000	1,000
44202	Parks Repair	0	10,000	10,000
45700	Contract Services	38,325	42,450	42,450
45703	Adopt a Spot	612	750	750
46100	Building Ins	0	860	860
47500	Operating Equipment Maint	0	1,500	2,500
48101	Electricity	1,274	2,400	2,400
48102	Water & Sewer	147	3,500	5,000
48104	Trash Collection	834	700	700
48107	Field Maintenance	0	5,000	5,000
48200	Building Maint	220	4,500	4,500

*Buildings and Grounds* **43,667** **72,660** **75,160**

*Difference From Previous Budget* **2,500**

*Percentage Difference From Previous Budget* **3.44%**



# GENERAL FUND FY2021-2022 PROPOSED BUDGET

## 406 PUBLIC WORKS AND UTILITIES

### 650 BUILDINGS AND GROUNDS

ACCT NUMBER	DESCRIPTION	21-22 PROPOSED	Detail
44110	Op Supplies - Grounds/Landscaping	1,000	Bark Much, weed killer, etc.
44202	Parks Repair	10,000	Splash pad repairs \$1,200; Tennis Court repairs/Nets \$2,000; Picnic Tables \$1,700; New park equipment \$1,000; Millennium Park woodchips \$1,200; Willand Pond foot bridge replacement \$2,000; Misc/Supplies \$900
45700	Contract Services	42,450	City contract out mowing and landscaping of parks, cemeteries, and other open spaces, plus two days of fall cleanup in Cemetery and Parks.
45703	Adopt a Spot	750	Supplies and materials for Adopt-a-Spot program, mulch, flowers, signage.
46100	Building Ins	860	PRIMEX
47500	Operating Equipment Maint	2,500	Repairs to small engine equipment and hand mowers/weed whackers; replacement of 2 backpack blowers and 2 weed whackers.
48101	Electricity	2,400	Electricity
48102	Water & Sewer	5,000	Water costs to operate Noble Pines Splash Pad, Noble Pines Rec Building, Millennium Park bath house, Noble Pines Irrigation.
48104	Trash Collection	700	Monthly service fee for 8 yard dumpster at Noble Pines + pick up fees
48107	Field Maintenance	5,000	Lawn care Services; Wasp control; Irrigation startup, winterization, other maintenance Infield mix; other 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 repairs; MISC repairs to park buildings/structures.

75,160



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 660 CEMETERY

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 PROPOSED
43000	Travel/Training	129	150	150
43700	Cemetery Promotional Events	700	620	650
44100	Operating Supplies	0	50	0
44108	Flowers Plantings Trees	240	300	350
44601	Maintenance	1,576	3,500	4,100
45500	Association Dues	10	0	10
48102	Water & Sewer	131	150	150
48200	Building Maint	172	4,000	3,360
<i>Cemetery</i>		<b>2,957</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 FY2021-2022 PROPOSED BUDGET**

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**406 PUBLIC WORKS AND UTILITIES**

**660 CEMETERY**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>21-22 PROPOSED</b></i>	<i><b>Detail</b></i>
43000	Travel/Training	150	NHCA, \$50, NHCA Annual Meeting, \$50, NECA, \$50
43700	Cemetery Promotional Events	650	promotional items for up to 5 events
44108	Flowers Plantings Trees	350	Flowers for seasonal plantings, \$200, compost and bark mulch for garden areas. \$150.
44601	Maintenance	4,100	Hazard tree removal, 3 trees @ \$1K each, material for roads, grass seed mix, and repair of 3 historically significant headstones at Forest Glade Cemetery.
45500	Association Dues	10	NHOG Membership
48102	Water & Sewer	150	Water and Sewer Charges
48200	Building Maint	3,360	Building Maintenance: Carpentry repairs due to varmint damage, painting, roofing, waterproofing, structural shoring. -Chapel -Utility Garage -Well Houses -Fence -Signage

**8,770**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 670 SOLID WASTE COLLECTION

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 ACTUAL</b>	<b>20-21 BUD</b>	<b>21-22 PROPOSED</b>
45425	HHHCD Hazardous Waste	5,983	2,000	4,900
45426	Lamprey Apportionment	4,251	7,561	5,558
45446	Curbside Recycling	229,906	230,000	230,000
48104	Trash Collection	8,056	9,000	8,100
<i>Solid Waste Collection</i>		<b>248,195</b>	<b>248,561</b>	<b>248,558</b>
<i>Difference From Previous Budget</i>				-3
<i>Percentage Difference From Previous Budget</i>				0.00%
<i>Total Public Works and Utilities</i>		<b>3,185,251</b>	<b>3,134,251</b>	<b>3,241,916</b>
<i>Difference From Previous Budget</i>				107,665
<i>Percentage Difference From Previous Budget</i>				3.44%




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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

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**406 PUBLIC WORKS AND UTILITIES**

**670 SOLID WASTE COLLECTION**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>21-22 PROPOSED</b></i>	<i><b>Detail</b></i>
45425	HHHCD Hazardous Waste	4,900	Annual Participation with the City of Rochester and other surrounding communities in a household hazardous waste collection day.
45426	Lamprey Apportionment	5,558	Lamprey Apportionment Fee to the City of Somersworth. Closure Budget      \$ 4,791 Operating Budget    \$767
45446	Curbside Recycling	230,000	Collection fee of \$146,837 plus processing.
48104	Trash Collection	8,100	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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**248,558**



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 407 OTHER EXPENSES

#### 700 TRANSFER TO DEBT SERVICE

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 PROPOSED
49700	High St. Corridor - Principal	65,000	0	0
49701	High St. Corridor - Interest	1,706	0	0
49725	New City Hall - Principal	70,000	70,000	0
49726	New City Hall - Interest	7,350	3,675	0
49735	Police Station	225,000	225,000	225,000
49736	Police Station Int	14,297	5,401	44
49737	Downtown Imp - Prin	116,875	116,875	116,875
49738	Downtown Imp - Int	55,132	49,025	42,773
49739	Downtown Imp/Bridge Prin	29,400	29,400	29,400
49740	Downtown Imp/Bridge Int	13,686	12,186	10,687
49741	High Street Paving - Prin	85,500	85,500	85,500
49742	High Street Pavint - Int	23,983	19,622	15,262
49743	Cemetery Road Reconstruction - Prin	0	0	72,667
49744	Cemetery Road Reconstruction - Int	0	0	45,961
		<b>707,929</b>	<b>616,684</b>	<b>644,169</b>

27,485

*Transfer to Debt Service*

4.46%

*Difference From Previous Budget*

*Percentage Difference From Previous Budget*



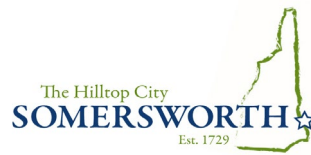
## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 407 OTHER EXPENSES

#### 700 TRANSFER TO DEBT SERVICE

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
49735	Police Station	225,000	<b>\$225,000 Principal, 44 Int.</b>
			<b>Outstanding</b>
49736	Police Station Int	44	<b>Final Payment FY2021-2022</b>
49737	Downtown Imp - Prin	116,875	<b>\$928,625 Principal, 155,584 Int.</b>
			<b>Outstanding</b>
49738	Downtown Imp - Int	42,773	<b>Final Payment FY2028-2029</b>
49739	Downtown Imp/Bridge Prin	29,400	<b>\$264,600 Principal, 48,231 Int.</b>
			<b>Outstanding</b>
49740	Downtown Imp/Bridge Int	10,687	<b>Final Payment FY2029-2030</b>
49741	High Street Paving - Prin	85,500	<b>\$342,000 Principal, 34,884 Int.</b>
			<b>Outstanding</b>
49742	High Street Paving - Int	15,262	<b>Final Payment FY2024-2025</b>
49743	Cemetery Road Reconstruction - Prin	72,667	<b>\$1,072,334 Principal, \$319,624 Int.</b>
			<b>Outstanding</b>
49744	Cemetery Road Reconstruction - Int	45,961	<b>Final Payment FY2035-2036</b>

**644,169**




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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

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**407 OTHER EXPENSES**

**705 CAPITAL LEASES**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 ACTUAL</b>	<b>20-21 BUD</b>	<b>21-22 PROPOSED</b>
49322	Financial Software	50,764	0	0
49323	City Vehicle Leases	295,069	255,170	283,144
49341	Police Taser Lease	11,192	11,192	11,192
<i>Capital Leases</i>		<b>357,025</b>	<b>266,362</b>	<b>294,336</b>
<i>Difference From Previous Budget</i>				27,974
<i>Percentage Difference From Previous Budget</i>				10.50%



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**GENERAL FUND FY2021-2020 PROPOSED BUDGET**

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

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>21-22 PROPOSED</b></i>	<i><b>Detail</b></i>
49323	City Vehicle Leases	283,144	<b>FOUR LEASES- See explanation below</b>
49341	Police Taser Lease	11,192	<b>Two (2) payments left, July 2021,2022</b>
		<b>294,336</b>	

***The City Vehicle Lease Line item covers four years of lease agreements:***

<b>2018 Lease</b>	<b>Two payments left: May 15, 2022, 2023</b>
<b>2019 Lease</b>	<b>Three payments left: Sept. 10, 2021, 2022, 2023</b>
<b>2020 Lease</b>	<b>Four payments left: Sept. 30, 2021, 2022, 2023, 2024</b>
<b>2021 Lease</b>	<b>Five payments left: Sept. 15, 2021, 2022, 2023, 2024, 2025</b>



# GENERAL FUND FY2021-2022 PROPOSED BUDGET

## 407 OTHER EXPENSES

### 710 TRANSFER TO OTHER CAPITAL FUNDS

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 PROPOSED
49807	Sidewalk Improvement CRF	10,000	10,000	10,000
49808	Accrued Liability	5,000	5,000	2,500
49810	Facility Maintenance CRF	10,000	10,000	5,000
49812	Superfund Landfill Monitoring	87,958	103,081	103,081
49815	Recreational Facilities CRF	3,000	3,000	3,000
<i>Transfer to Other Capital Funds</i>		<b>115,958</b>	<b>131,081</b>	<b>123,581</b>
<i>Difference From Previous Budget</i>				-7,500
<i>Percentage Difference From Previous Budget</i>				-5.72%
<i>Total Other Expenses</i>		<b>1,180,912</b>	<b>1,014,127</b>	<b>1,062,086</b>
<i>Difference From Previous Budget</i>				47,959
<i>Percentage Difference From Previous Budget</i>				4.73%



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 407 OTHER EXPENSES

#### 710 TRANSFER TO OTHER CAPITAL FUNDS

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
49807	Sidewalk Improvement Capital Reserve	10,000	Capital Improvement Program to provide for Sidewalk Maintenance program. Balance in CRF = \$53,000
49808	Accrued Liability	2,500	Expendable trust fund to support liability - employee termination pay for accrued vacation, sick, etc. Balance = \$87,000
49810	Facility Maintenance CRF	5,000	Capital Improvement Program to provide for Unanticipated Facility Maintenance. Balance in CRF = \$123,000
49812	Superfund Landfill Monitoring	103,081	Monitoring costs for superfund landfill engineering, attorney fees, EPA reporting, misc. Total budget = \$204,121 - GE Share = (\$204,121 X 49.5% = \$101,040)
49815	Recreational Facilities CRF	3,000	Capital Improvement Program to provide for Recreational Facilities Improvements. Balance in CRF = \$5,000

**123,581**

Description	Balance 12/31/2020
Municipal Transportation Fund ***	\$330,000.00
Sidewalk CRF	\$53,000.00
Accrued Liability Fund	\$87,000.00
Building Maintenance	\$123,000.00
Recreational Facilities CRF	\$5,000.00
<b>Total Capital/Non-Capital Reserve Funds</b>	<b>\$598,000.00</b>

**\*\*\* Note, \$139,750 of the Municipal and Transportation fund has been encumbered for the CMAQ Grant project; and \$190,000 for Road Resurfacing in 2021**




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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

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**408 OTHER EXPENSES**

**800 CONTINGENCY**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>19-20 ACTUAL</b></i>	<i><b>20-21 BUD</b></i>	<i><b>21-22 PROPOSED</b></i>
0999	Contingency	43,087	76,000	75,000
	<i>Contingency</i>	<i>43,087</i>	<i>76,000</i>	<i>75,000</i>
	<i>Difference From Previous Budget</i>			<i>-1,000</i>
	<i>Percentage Difference From Previous Budget</i>			<i>-1.32%</i>



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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

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

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
0999	Contingency	75,000	Contingency. Includes wages for non-union and CBA's to be negotiated, and other unforeseen emergencies and expenses.
		<b>75,000</b>	



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 408 OTHER EXPENSES

#### 900 CAPITAL OUTLAY

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 PROPOSED
49041	Financial Server Upgrade	0	22,500	0
49055	Fire SCBA Replacement	4,160	0	0
49069	Replace Portable Radios Fire	52,545	0	11,428
49072	Snow Equipment - DPW	0	0	0
49082	Downpayment on Vehicle Lease	10,384	20,000	20,000
49090	City Hall Roof	76,193	0	0
49092	Way Finding Signage	0	15,000	0
49095	Police Duty Weapon	507	0	0
49098	Franklin/Fremont Drainage Imp	0	40,000	0
49099	Rocky Hill Road Culvert	0	135,000	0
49100	DPW Pallet Forks	0	4,700	0
49105	City Hall Doors	0	10,000	0
49107	Winter Storm Pre-Treatment	0	12,500	0
49108	Repave City Hall Parking Lot.	0	15,000	0
49109	Veterans Memorial	128,549	0	0
49115	Dog Park	62	0	0
49116	Sidewalk Tractor	0	130,000	0
49117	Noble Pines Tennis Court Rehab	0	0	14,000
49119	Crane Boom - Public Works	0	0	6,047
49120	Paint DPW Truck	0	0	6,500
49122	Rotary/Flail Mower DPW	0	0	13,000
49123	Millennium Park Lights Repair	0	0	7,500

*Capital Outlay* **272,400** **404,700** **78,475**

*Difference From Previous Budget* -326,225

*Percentage Difference From Previous Budget* -80.61%

	20-21 BUD	21-22 PROPOSED
<b>Total General Fund Appropriations</b>	<b>\$14,012,560</b>	<b>\$14,400,675</b>

<b>Increase/(Decrease) in Gross G/F Budget</b>	<b>\$388,115</b>
<b>Percentage change in Gross G/F Budget</b>	<b>2.77%</b>



## GENERAL FUND FY2021-2022 PROPOSED BUDGET

### 408 OTHER EXPENSES

#### 900 CAPITAL OUTLAY

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
49069	Replace Portable Radios Fire	11,428	CIP 2022-2027
49082	Downpayment on Vehicle Lease	20,000	Down payment on Vehicle lease
49117	Noble Pines Tennis Court Rehab	14,000	CIP 2022-2027
49119	Crane Boom - Public Works	6,047	Load and Unload Sanders from Rear of trucks.
49120	Paint DPW Truck	6,500	Sand blast, prime, and repaint 1 truck to prevent rust and extend life span of equipment.
49122	Rotary/Flail Mower DPW	13,000	New attachment for skid steer for road side mowing.
49123	Millennium Park Lights Repair	7,500	Base support for field lights, 5 X \$1,500/ea.

**78,475**

*Vehicles included with the lease/purchase arrangement in Account 49082:*

*2 Police SUV Style Cruisers*

*1 Police Undercover Vehicle*




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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**

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**408 COUNTY ASSESSMENT**

**810 INTERGOVERNMENTAL ASSESSMENTS**

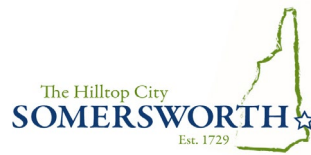
<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>19-20 ACTUAL</b></i>	<i><b>20-21 BUD</b></i>	<i><b>21-22 PROPOSED</b></i>
2500	County Tax	2,676,395	2,663,741	2,742,364
	<i>Intergovernmental Assessment</i>	<i><b>2,676,395</b></i>	<i><b>2,663,741</b></i>	<i><b>2,742,364</b></i>
	<i>Difference From Previous Budget</i>			78,623
	<i>Percentage Difference From Previous Budget</i>			2.95%

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*County estimates of Taxes to be raised as submitted on 1/14/2021 = \$34,900,343*

*Somersworth's prior years percentage of assessment = 7.8577%*

*Current Estimate as of 1/14/2021 = (\$34,900,343 X 7.8577%) = \$2,742,364*




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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**


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**409 SCHOOL DEPARTMENT**
**900 SCHOOL EXPENSES**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>19-20 ACTUAL</b></i>	<i><b>20-21 BUD</b></i>	<i><b>21-22 PROPOSED</b></i>
2000	Educational Expenses	23,922,157	27,215,285	25,805,109
42101	Maple Wood School, Phase II	284,084	0	0

<i>School Expenses</i>	<i><b>24,206,241</b></i>	<i><b>27,215,285</b></i>	<i><b>25,805,109</b></i>
<i>Difference From Previous Budget</i>			<i><b>-1,410,176</b></i>
<i>Percentage Difference From Previous Budget</i>			<i><b>-5.18%</b></i>




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**GENERAL FUND FY2021-2022 PROPOSED BUDGET**


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**409 SCHOOL DEPARTMENT**
**910 SCHOOL DEBT SERVICE**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 ACTUAL</b>	<b>20-21 BUD</b>	<b>21-22 PROPOSED</b>
2901	Transfer to Debt - Principal	1,240,480	1,196,622	1,206,393
2902	Transfer to Debt - Interest	606,530	635,335	669,020
<i>School Debt Service</i>		<b>1,847,010</b>	<b>1,831,957</b>	<b>1,875,413</b>
<i>Difference From Previous Budget</i>				43,456
<i>Percentage Difference From Previous Budget</i>				2.37%
<i>Total School Department</i>		<b>26,053,251</b>	<b>29,047,242</b>	<b>27,680,522</b>
<i>Difference From Previous Budget</i>				-1,366,720
<i>Percentage Difference From Previous Budget</i>				-4.71%



## ENTERPRISE FUNDS ESTIMATED REVENUE

	WASTE WATER	WATER	SOLID WASTE
<b>* Rates</b>	<b>\$8.05/100</b>	<b>\$5.40/100</b>	<b>\$2.00 - 30 Gal Bag</b>
	<b>Cubic Ft.</b>	<b>Cubic Ft.</b>	<b>\$1.45 - 15 Gal Bag</b>
Fees	2,760,000	2,610,500	547,000
Grants	143,731	0	0
Job Work & Merchandise	75,000	75,000	0
	2,978,731	2,685,500	547,000
<b>Gross Budget</b>	<b>2,544,607</b>	<b>2,402,519</b>	<b>547,873</b>
<b>Estimated Budget Surplus/(Deficit)</b>	<b>434,124</b>	<b>282,981</b>	<b>(873)</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.	July 1, 2019	\$2.00 - 30 Gal Bag \$1.45 - 15 Gal Bag
July 1, 2018		\$6.65/100 Cubic Ft.		\$4.71/100 Cubic Ft.		
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 2021-2022 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 695 WASTE WATER

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>19-20 ACTUAL</i>	<i>20-21 BUD</i>	<i>21-22 PROPOSED</i>
40200	Full Time Salaries	343,046	344,774	353,010
40300	Overtime	27,055	25,000	25,000
40430	Clothing Allowance	1,272	1,800	1,800
40440	Educational Incentive	2,300	2,750	2,750
41100	Health/Dental Ins	154,414	156,620	155,238
41200	Life & Disability	5,137	5,141	5,181
41700	Fica/Medicare	26,585	28,601	29,266
41750	Unemploy Insurance	439	372	440
41775	Workers Comp Insurance	8,181	10,687	10,687
41780	State Retirement	40,828	41,561	53,535
43000	Travel/Training	1,066	1,500	1,500
43500	Training/Licenses	1,065	1,671	1,650
44100	Operating Supplies	4,611	2,700	3,000
44101	Office Supplies	670	1,800	1,800
44104	Paging units	218	200	200
44400	Vehicle Fuel	1,329	2,000	2,000
44402	Other Petroleum & Chemicals	0	1,000	1,000
44500	Postage	1,774	300	300
44654	Safety Materials	1,978	2,000	2,000
44662	Sodium Hypochlorite	43,755	40,000	35,918
44663	Coagulant Polymer	44,248	44,880	46,880
44668	Misc Chemicals	3,836	5,113	5,223
44669	Sodium Aluminate	12,932	24,375	23,530
44670	Sodium Bisulfite	26,878	27,000	27,000
44800	Clothing - Safety Boots	648	1,800	1,800
45100	City Attorney/Legal Services	0	5,000	5,000
45200	Account & Audit	5,000	5,000	5,000
45421	Collection System Maint.	3,314	20,000	20,000
45441	Reimb City Departments	105,854	105,854	102,228
45500	Association Dues	210	0	0
45600	Telephone	5,101	4,650	5,200
45700	Contract Services	45,765	32,000	32,000
45901	Advertising	404	200	200
45905	IT Consultant	3,835	7,345	7,305
45910	Physicals	0	150	150
45915	Title Search Fees	1,000	1,000	1,000
45950	Rentals	2,000	3,000	3,000



# WASTE WATER FUND FY 2021-2022 PROPOSED BUDGET

## 406 ENTERPRISE FUNDS

### 695 WASTE WATER

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 PROPOSED
46001	Repairs And Maint	99,995	100,631	116,000
46002	Solid Waste Disposal	171,462	248,750	271,320
46100	Building Ins	44,517	50,000	47,500
46300	Fleet & Equip Insurance	576	765	765
47201	Office Equip	10,116	10,844	9,844
47351	Lab Equipment & Testing	22,537	27,502	30,160
48101	Electricity	165,883	179,174	175,000
48102	Water & Sewer	75,365	50,522	37,577
48103	Heating Fuel	20,451	29,000	26,200
48109	Propane	855	1,200	900
49338	Sewer Collection System Assessment	0	0	95,000
49737	Downtown Imp - Prin	37,400	37,400	37,400
49738	Downtown Imp - Int	17,612	15,688	13,687
49743	Cemetery Road Improvements - P	0	0	72,666
49744	Cemetery Road Improvements - I	0	0	45,961
49777	SRF Loan Payment-Prin	530,904	526,669	522,455
49778	SRF Loan Payment-Interest	120,870	107,481	70,381
<i>Waste Water</i>		<b>2,245,288</b>	<b>2,343,470</b>	<b>2,544,607</b>
<i>Difference From Previous Budget</i>				<b>201,137</b>
<i>Percentage Difference From Previous Budget</i>				<b>8.58%</b>



## WASTE WATER FUND FY 2021-2022 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 695 WASTE WATER

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	353,010	<b>6 Full Time and 1 Shared Billing Clerk</b>
40300	Overtime	25,000	<b>Overtime hours for call-backs, holiday work and miscellaneous duties.</b>
40430	Clothing Allowance	1,800	<b>Contractural</b>
40440	Educational Incentive	2,750	<b>Contractural</b>
41100	Health/Dental Ins	155,238	<b>Health/Dental Insurance</b>
41200	Life & Disability	5,181	<b>Life and Short Term Disability Insurance</b>
41700	Fica/Medicare	29,266	<b>Salary (\$382,560) X 7.65%</b>
41750	Unemploy Insurance	440	<b>PRIMEX Insurance</b>
41775	Workers Comp Insurance	10,687	<b>PRIMEX Insurance</b>
41780	State Retirement	53,535	<b>Salary (\$380,760) X 14.06%</b>
43000	Travel/Training	1,500	<b>Director attendance for APWA National conference share to WWTF is \$650, NEWEA conference; \$850</b>
43500	Training/Licenses	1,650	<b>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.</b>
44100	Operating Supplies	3,000	<b>General supplies including janitorial (\$1,500) Replacement bags for headworks building (screenings &amp; grit) (\$1,500)</b>
44101	Office Supplies	1,800	<b>General office supplies (paper, ink cartridges, toner etc.)</b>
44104	Paging units	200	<b>Off-site pager for on-call personnel</b>
44400	Vehicle Fuel	2,000	<b>Fuel for wastewater vehicles which includes 3/4 ton pick-up, Loader, Zero turn lawn mower and snow blower.</b>
44402	Other Petroleum & Chemicals	1,000	<b>Used for the WWTF and Blackwater Rd pump station generators.</b>
44500	Postage	300	<b>Used for correspondence with NH-DES &amp; US- EPA</b>
44654	Safety Materials	2,000	<b>Personal Protective Equipment Rain gear \$150/employee (6 - employees) Miscellaneous supplies (eye protection, gloves, hearing protection)</b>
44662	Sodium Hypochlorite	35,918	<b>Purchased through the SMRWC Chemical Cooperative. Chemical Cost - \$0.9452/gal</b>



## WASTE WATER FUND FY 2021-2022 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 695 WASTE WATER

ACCT NUMBER	DESCRIPTION	21-22 PROPOSED	Detail
44663	Coagulant Polymer	46,880	Used to aid in solids (sludge) removal. Chemical Cost for 2022 - \$11.72/gals Estimated annual usage is 4,000 gals
44668	Misc Chemicals	5,223	Defoamer - Used to remove foam from the effluent prior to discharging to the Slamon Falls river. Chemical cost for 2022 -\$11.87/gal. Estimated annual use - 440 gals
44669	Sodium Aluminate	23,530	Chemical cost for 2022 - \$3.62/gal Estimated annual usage - 6,500 gals.
44670	Sodium Bisulfite	27,000	Chemical Cost for 2022 - \$2.46/gal (summer blend) Estimated annual usage - 4,000 gals Chemical cost for 2022 - \$3.56/gal (winter blend) Estimated annual usage - 4,800 gals.
44800	Clothing/Safety Boots	1,800	6 employees x (OSHA boots) \$300/employee = \$1,800.
45100	City Attorney/Legal Services	5,000	General Legal matters
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	102,228	Cost allocation - DPW Dir. (\$20,000), City Manager (\$25,000), Finance Dir. (\$15,000), City Engineer (\$42,228).
45600	Telephone	5,200	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 2021-2022 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
45700	Contract Services	32,000	Annual flow meter and gas meter calibrations - \$800 With additional train online we will have more analyzers to service. Annual fire extinguisher inspection/service - \$915 Annual crane inspection ((2) - WWTF, (1) Blackwater Rd pump station - \$1,000 Semi-Annual chlorine analyzer maintenance - \$4,112 Annual HVAC services for the laboratory, main building and Blackwater Rd pump station - \$5,000 Annual laboratory equipment calibrations - \$465 Annual Salmon Falls River Monitoring (NPDES requirement) - \$5,550 Annual Industrial Pretreatment Program analysis - \$1,220 Semi-Annual Whole Effluent Toxicity (WET) analysis - \$5,670 Miscellaneous corrective maintenance needs.
45901	Advertising	200	Advertising for employee applicants
45905	IT Consultant	7,305	City wide IT support with Back Bay Networks. Munis & Vadar - \$7,305
45910	Physicals	150	New employee physicals as needed
45915	Title Search Fees	1,000	Consultant for deed research to apply lien on overdue accounts
45950	Rentals	3,000	Split Utility billing office rent with Water Utility.



## WASTE WATER FUND FY 2021-2022 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
46001	Repairs And Maint	116,000	Unscheduled and scheduled corrective maintenance on aging equipment through out WWTF - \$40,000 Replace (1) chemical feed pump - \$4,000 Annual chemical pump maintenance (replacement heads) - \$1,500 Scheduled preventative/corrective maintenance on (5) pump stations - \$20,000 Generator maintenance - \$5,000 (4 - standby generators) Replace boiler water tank and associated piping \$23,668. ProHVAC quote Replace one of two grit pump systems located at the headworks building - \$22,500 (includes shipping cost.) Wescor Associates quote
46002	Solid Waste Disposal	271,320	Sludge generated through the breakdown of treated wastewater. WM contract disposal cost for sludge (7/1/21-6/30/22 - \$94.50/ton & \$278.25 per haul.
46100	Building Ins	47,500	PRIMEX
46300	Fleet & Equip Insurance	765	Fleet & Equipment Insurance
47201	Office Equip	9,844	Maintenance of computers and network - \$4,510 VUEworks software license - \$1,333.33 Allen Bradley replacement card - \$4,000
47351	Lab Equipment & Testing	30,160	Lab supplies - \$1,500/month QA/QC requirements - \$1,000 NH-ELAP (Laboratory association membership) dues - \$506 NH ELAP audit - \$1,248.75 Replace laboratory grade refrigerator - \$6,777.02 Replace moisture analyzer - \$2,628




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## WASTE WATER FUND FY 2021-2022 PROPOSED BUDGET

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### 406 ENTERPRISE FUNDS

#### 695 WASTE WATER

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
48101	Electricity	175,000	Electrical use at the wastewater treatment facility & pump stations. WWTF electricity - \$160,838.38 (used 1,200,000 KWH) Blackwater Rd pump station - \$8,406.00 (used 45,245 KWH) Main St pump station - \$2,496.49 (used 15,008 KWH) West High St pump station - \$604.41 (used 2,225 KWH) Hawthorne Circle (Gerrish Commons) - \$1,095.01 (used 8,840 KWH)
48102	Water & Sewer	37,577	Water cost for the wastewater treatment facility. Meter # 1480344758 - \$9,488 Meter # 1832340351 - \$39,632
48103	Heating Fuel	26,200	Used for heat at the WWTF and for the Main St pump station standby generator. WWTF natural gas use - \$25,200 Main St natural gas use - \$1,000
48109	Propane	900	Heat for Blackwater Rd pump station and Hawthorne Circle pump station standby generator. Blackwater Rd propane use - \$600 Hawthorne Circle pump station use - \$300
49338	Sewer Collection System Assessment	95,000	CIP 2022-2027
49737	Downtown Imp - Prin	37,400	Final Payment FY 2028-2029
49738	Downtown Imp - Int	13,687	\$297,160 Principal, \$49,787 Interest Outstanding
49743	Cemetery Road Improvements - P	72,666	Final Payment FY2035-2036
49744	Cemetery Road Improvements - I	45,961	\$1,072,334 Principal, \$319,624 Int. Outstanding
49777	Srf Loan Payment-Princ	522,455	Two Bonds - Final payment on large issue FY 2025-2026, on small issue FY 2029-2030
49778	Srf Loan Payment-Interest	70,381	Two bonds - \$2,734,165 Principal, \$210,498 interest outstanding

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2,544,607



## **WATER FUND FY 2021-2022 PROPOSED BUDGET**

### **406 ENTERPRISE FUNDS**

#### **690 WATER DEPARTMENT**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 ACTUAL</b>	<b>20-21 BUD</b>	<b>21-22 PROPOSED</b>
40200	Full Time Salaries	342,534	382,970	398,188
40300	Overtime	13,831	12,000	12,000
40430	Clothing Allowance	2,362	2,100	2,100
40440	Educational Incentive	2,700	2,700	2,800
40450	Standby	26,423	26,208	26,208
41100	Health/Dental Ins	146,075	164,178	196,002
41200	Life & Disability	5,278	5,677	5,815
41500	Retirees Life Insurance	491	491	491
41700	Fica/Medicare	28,424	32,587	33,759
41750	Unemploy Insurance	439	420	440
41775	Workers Comp Insurance	9,994	13,056	13,056
41780	State Retirement	42,391	47,347	61,751
43000	Travel/Training	2,907	3,715	3,715
44101	Office Supplies	6,755	6,000	7,000
44104	Paging units	397	384	400
44400	Vehicle Fuel	2,970	3,000	3,000
44500	Postage	18,464	22,000	22,000
44654	Safety Materials	2,001	2,500	2,500
44657	Backflow Distribution	6	300	300
44661	Sodium Hydroxide	56,124	64,000	64,000
44662	Sodium Hypochlorite	7,166	9,192	9,452
44664	Polymer Aid	4,921	9,900	9,900
44665	Activated Carbon	15,760	19,700	19,700
44666	Poly Phosphate	19,008	19,000	22,464
44668	Misc Chemicals	10,533	10,000	11,000
44669	Aluminum Sulphate	82,397	84,800	84,800



## **WATER FUND FY 2021-2022 PROPOSED BUDGET**

### **406 ENTERPRISE FUNDS**

#### **690 WATER DEPARTMENT**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 ACTUAL</b>	<b>20-21 BUD</b>	<b>21-22 PROPOSED</b>
44800	Clothing	1,042	1,800	2,100
45100	Legal Services	0	5,000	5,000
45200	Account & Audit	5,000	5,000	5,000
45401	Repairs To Mains	37,957	20,000	50,000
45403	Repairs To Services	7,472	8,000	7,500
45404	Repairs To Hydrants	5,056	8,000	8,000
45422	Repair WTP Struct & Eq.	31,306	31,000	31,000
45441	Reimb City Departments	117,854	117,854	119,228
45448	Lagoon Cleaning	40,217	60,000	60,000
45600	Telephone	5,621	5,400	5,700
45601	Cell Phones	1,128	1,300	1,300
45700	Contract Services	74,316	67,500	70,000
45901	Advertising	619	0	0
45905	IT Consultant	2,502	2,502	2,502
45908	Consultant	0	7,500	7,500
45915	Title Search Fees	1,041	1,000	1,100
45950	Rentals	2,000	3,000	3,000
46100	Building Ins	22,201	25,000	23,500
46300	Fleet & Equip Insurance	1,722	2,288	2,288
47200	Office Machine/Software Maint	4,695	5,000	5,000
47201	Office Equip	7,229	8,400	8,400
47351	Lab Equipment & Testing	14,785	26,517	24,188
47352	Other Distrib. Equipment	3,349	4,000	4,000
47600	Vehicle Maintenance	4,600	2,500	2,000
48101	Electricity	132,911	142,000	142,000
48103	Heating Fuel	511	3,000	2,000
48104	Trash Collection	931	1,000	1,000
48109	Propane	34,478	40,000	40,000
49099	Rocky Hill Road Culvert	0	15,000	0
49353	Meters	24,561	21,525	25,000

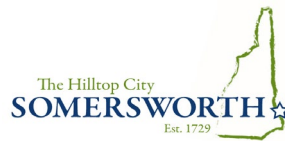


## **WATER FUND FY 2021-2022 PROPOSED BUDGET**

### **406 ENTERPRISE FUNDS**

#### **690 WATER DEPARTMENT**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 ACTUAL</b>	<b>20-21 BUD</b>	<b>21-22 PROPOSED</b>
49388	New Distribution Vehicle	0	0	61,200
49390	Data Collection Unit	0	3,500	0
49398	Green St. Water Line	0	30,000	0
49737	Downtown Imp - Prin	79,475	79,475	79,475
49738	Downtown Imp - Int	37,490	33,337	29,085
49743	Cemetery Road Improvements - P	0	0	72,667
49744	Cemetery Road Improvements - P	0	0	45,961
49754	Water Upgrade NHMBB P	90,000	90,000	90,000
49755	Water Upgrade NHMBB I	30,538	26,713	22,888
49756	Water Upgrade-SRF-Prin	230,000	240,000	250,000
49757	Water Upgrade-SRF-INT	87,700	78,500	68,900
49762	High ST Bond-Prin	9,500	9,500	9,500
49763	High St Bond- Int	2,665	2,180	1,696
<i>Water Department</i>		<b>2,002,820</b>	<b>2,178,516</b>	<b>2,402,519</b>
<i>Difference From Previous Budget</i>				224,003
<i>Percentage Difference From Previous Budget</i>				10.28%



## WATER FUND FY 2021-2022 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	398,188	7 Full Time employees and 1 Shared Billing Clerk
40300	Overtime	12,000	Overtime for distribution and WTP employees
40430	Clothing Allowance	2,100	\$300 per employee X 7 employees
40440	Educational Incentive	2,800	Three employees eligible
40450	Standby/SCADA Pay	26,208	On-call pay Dist. and WTP.
41100	Health/Dental Ins	196,002	Health & Dental Insurance
41200	Life & Disability	5,815	Life and Short Term Disability Insurance
41500	Retirees Life Insurance	491	Retirees Life Insurance
41700	Fica/Medicare	33,759	Salary (\$441,296) x 7.65%
41750	Unemploy Insurance	440	PRIMEX Insurance
41775	Workers Comp Insurance	13,056	PRIMEX Insurance
41780	State Retirement	61,751	Salary (\$439,196) x 14.06%
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 \$2,100; 1/3 share of the Directors APWA Conference fee (\$660)
44101	Office Supplies	7,000	Toner and paper for state reporting at the DWTF. Paper and supplies for the billing clerk. Typical incidentals and consumables for both offices.
44104	Paging units	400	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.
44657	Backflow Distribution	300	Backflow testing equipment calibrations. Backflow repair parts.



## WATER FUND FY 2021-2022 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
44661	Sodium Hydroxide	64,000	Cost 2021-2022 \$.9027 Cost 2020-2021 \$.8653 Projected usage 70,000 gallons
44662	Sodium Hypochlorite	9,452	Cost 2021-2022 \$0.9452 / gallon Cost 2020-2021 \$1.1490 / gallon Projected use 10,000 gallons
44664	Polymer Aid	9,900	Cost \$2.48/lb. Average usage 8lbs/ day
44665	Activated Carbon	19,700	10,000lbs/ year @ 1.97/lb
44666	Poly Phosphate	22,464	2021-2022 cost \$2.08/ lb 2020-2021 cost \$1.98/ lb Used for corrosion control in the distribution system (lead & copper control)
44668	Misc Chemicals	11,000	Microsand for Actiflo process. Estimated 6 tons @ \$300/ton Potassium Permanganate for pre-oxidation, iron, and manganese removal; cost \$1.548/lb
44669	Aluminum Sulphate	84,800	80,000 gal/ year 2021-2022 cost @1.06/ gal
44800	Clothing	2,100	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	50,000	Water main repair parts, fittings, valves, excavation services and materials for site restoration. Emergency and non emergency water main maintenance.
45403	Repairs To Services	7,500	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 2021-2022 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
45422	Repair WTP Struct & Eq.	31,000	- Peristaltic pump tubing (2 rolls @ \$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) \$4060 -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) \$4000.00 - Filter media replenishment \$3500.00 -Other (parts for contract work, janitorial supplies, etc.) \$6500.00 Replacement peristaltic pumps \$4790.00 - Unforeseen building repairs and equipment \$3500.00 - Water tower yearly maintenance \$4000.00 - Led light conversion for distribution warehouse \$2000.00 - New office chairs \$600 -Desk for SCADA 1 \$800
45441	Reimb City Departments	119,228	<b>Administrative Cost Allocation - Public Works Dir. (\$37,000), City Manager (\$25,000), Finance Dir. (\$15,000), City Engineer (\$42,228)</b>
45448	Lagoon Cleaning	60,000	Lagoon clean out and maintenance on rotating schedule. Lagoon #1 cleaned out on odd calendar years, lagoon #2 and #3 cleaned out together on even calendar years. In 2021 Lagoon number 1 will be cleaned. In 2022 Lagoons 2 & 3 will be cleaned.
45600	Telephone	5,700	Voce, Data, Telemetry (cell phones separate) Service from Fairpoint, etal.



## WATER FUND FY 2021-2022 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
45601	Cell Phones	1,300	Average \$90.00/ month for cell phones
45700	Contract Services	70,000	<b>OUTSIDE SERVICES COMP.</b> Hach Service Maintenance Plan \$17,500 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, Flygt/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 \$1000.00
45905	IT Consultant	2,502	City wide IT support with Back Bay Networks.
45908	Consultant	7,500	Consulting Services as needed
45915	Title Search Fees	1,100	Consultant for deed research to apply liens on overdue accounts.
45950	Rentals	3,000	Rent for billing office in City Hall - split cost with Sewer Utility.
46100	Building Ins	23,500	PRIMEX
46300	Fleet & Equip Insurance	2,288	PRIMEX
47200	Office Machine/Software Main	5,000	Meter reading equipment maintenance contract. Technical support, extended warranty and loaner devices. Munis & Vadar \$4,850.00
47201	Office Equip	8,400	Folder/sorter machine



## WATER FUND FY 2021-2022 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
47351	Lab Equipment & Testing	24,188	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 PFOA testing \$2200.00 other testing (IOC/SOC/Wellfield) \$1400.00 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 ( pH, TOC) Chlorine Meter Reagents Chlorine Meter Maintenance Kit TOC Reagents pH Salt Bridges Other repairs and replacement probes Replacement turbidimeter with sc 200 controller 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	2,000	Vehicle repair and maintenance



## WATER FUND FY 2021-2022 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>21-22 PROPOSED</i>	<i>Detail</i>
48101	Electricity	142,000	Purchased Power W.T.P. electricity for main plant.
48103	Heating Fuel	2,000	This is for the emergency back-up generator for the treatment plant (1,200 gal/ year).
48104	Trash Collection	1,000	Dumpster at water treatment plant
48109	Propane	40,000	Propane- heating fuel for treatment plant/ warehouse.
49353	Meters	25,000	Meters, associated brass, meter repair parts. radio transmitters and assorted fittings.
49388	New Distribution Vehicle	61,200	CIP 2022-2027 - Replace Truck 903
49737	Downtown Imp - Prin	79,475	Final payment FY 2028-2029
49738	Downtown Imp - Int	29,085	\$631,465 principal, \$105,797 interest outstanding
49743	Cemetery Road Imp. - P	72,667	Final Payment FY2035-2036
49744	Cemetery Road Imp. - I	45,961	\$1,072,334 Principal, \$319,624 Int. Outstanding
49754	Water Upgrade - NHMBB P	90,000	Final Payment FY 2027-2028
49755	Water Upgrade - NHMBB I	22,888	\$630,000 Principal, \$87,645 Interest outstanding
49756	Water Upgrade-SRF-Prin	250,000	Final Payment FY 2027-2028
49757	Water Upgrade-SRF-INT	68,900	\$2,090,000 Principal, \$263,800 Interest outstanding
49762	High ST Bond-Prin	9,500	Final Payment FY 2024-2025
49763	High St Bond- Int	1,696	\$38,000 Principal, \$3,877 Interest outstanding

**2,402,519**




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**SOLID WASTE FUND FY 2021-2022 PROPOSED BUDGET**


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

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 ACTUAL</b>	<b>20-21 BUD</b>	<b>21-22 PROPOSED</b>
49600	Bags	72,211	53,650	80,000
49602	Bulky Waste Stickers	0	400	400
49603	Audit Costs	0	500	500
49604	Bulky Waste Disposal	6,505	10,000	10,500
49606	Collection Service	396,267	402,170	456,473
<i>Solid Waste Disposal</i>		<b>474,983</b>	<b>466,720</b>	<b>547,873</b>
<i>Difference From Previous Budget</i>				81,153
<i>Percentage Difference From Previous Budget</i>				17.39%



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**SOLID WASTE FUND FY 2021-2022 PROPOSED BUDGET**

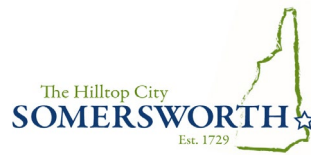
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**410 ENTERPRISE FUNDS****670 SOLID WASTE DISPOSAL**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>21-22 PROPOSED</b>	<b>Detail</b>
49600	Bags	80,000	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	10,500	Pick up of Bulky Waste based on historic average, residents purchase bulky waste stickers to off set costs.
49606	Collection Service	456,473	Estimated 2200 tons of MSW at rate of \$74.00/ton plus collection fee of \$293,673

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547,873



## **CABLE FUND FY 2021-2022 PROPOSED BUDGET**

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

#### **990 CABLE FUND**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>19-20 ACTUAL</b>	<b>20-21 BUD</b>	<b>21-22 PROPOSED</b>
40220	Part Time Salaries	21,183	20,666	23,500
40240	Seasonal Salaries	1,142	2,400	2,400
41700	Fica/Medicare	1,708	1,765	1,981
41750	Unemploy Insurance	63	53	60
41775	Workers Comp Insurance	272	355	355
43000	Travel/Training	0	600	600
44100	Operating Supplies	843	2,500	2,500
45100	City Attorney/Legal Services	0	2,500	7,500
45700	Contract Services	21,555	10,000	10,000
45901	Advertising	0	0	0
47201	Equipment	5,338	20,000	57,000
49096	Fire Station Design	39,100	0	0
49097	Veterans Memorial Design	25,000	0	0

<i>Cable Fund</i>	<b>116,204</b>	<b>60,839</b>	<b>105,896</b>
<i>Difference From Previous Budget</i>			<b>45,057</b>
<i>Percentage Difference From Previous Budget</i>			<b>0.00%</b>




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**CABLE FUND FY 2021-2022 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>21-22 PROPOSED</b>	<b>Detail</b>
40220	Part Time Salaries	23,500	Cable TV Coordinator 20Hrs per week
40240	Seasonal Salaries	2,400	Camera Operators for Meeting Broadcast
41700	Fica/Medicare	1,981	Salary (\$25,900) x 7.65%
41750	Unemploy Insurance	60	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	7,500	Cable TV Franchise Fee agreement
45700	Contract Services	10,000	Live and Archived Streaming, Adobe Premier Pro, other contracted services.
47201	Office Equip	57,000	General City and School Equipment replacement (\$20,000), Replacement of Broadcast Equipment with Castus equipment (\$37,000)

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**105,896**



## SCHOOL ADMINISTRATIVE UNIT FIFTY SIX

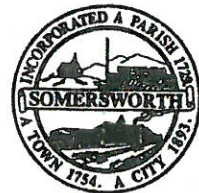
Somersworth School District

51 West High Street

Somersworth, NH 03878

(603) 692-4450 • Fax (603) 692-9100

Providing Services for SAU 104 Rollinsford School District



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

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

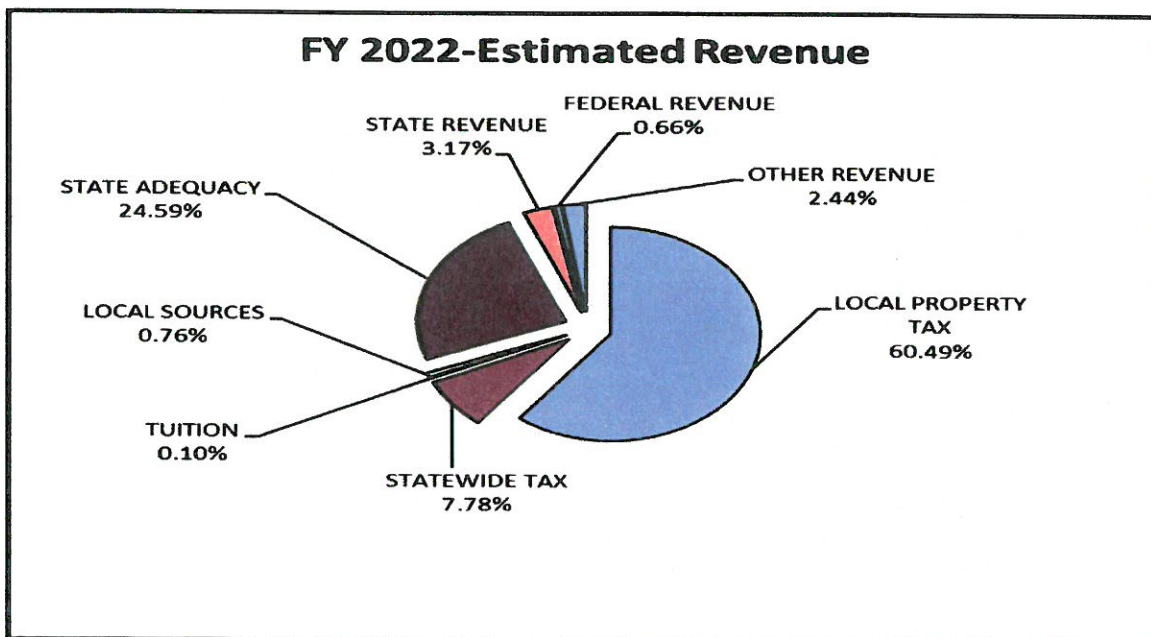
Date: February 22, 2021

Regards: FY 2021-2022 School Department Proposed Budget

### Revenues

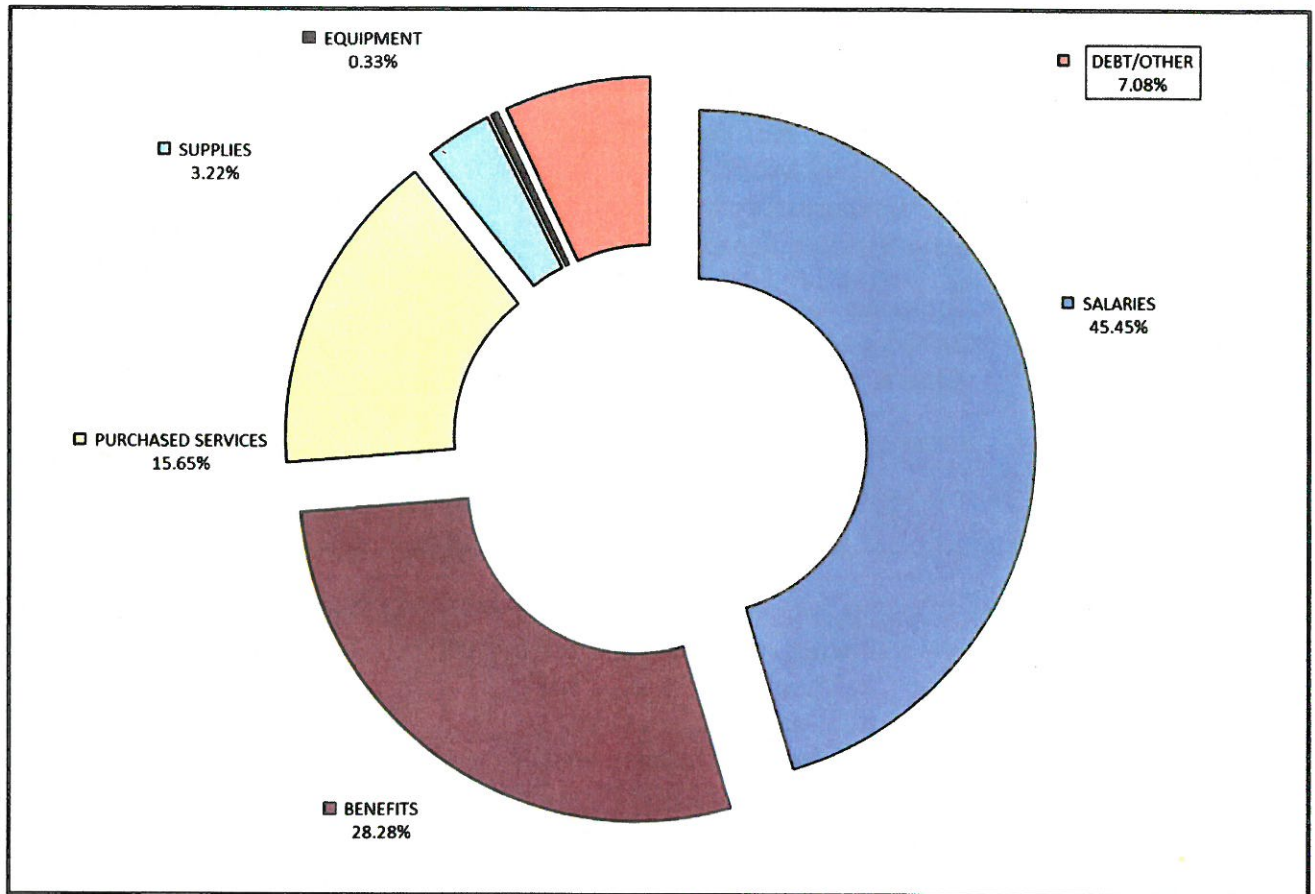
Fiscal Year 2021-2022 proposed School Department General Fund appropriations will be supported from the following estimated revenue sources:

- \$18,896,366 in Municipal Property Taxes
- \$ 6,807,786 in State Adequacy Grant
- \$ 150,000 in Medicaid Reimbursement
- \$ 512,476 in Building Aid
- \$ 325,000 in Special Education Aid
- \$ 40,000 in Tri-City Career Technical Aid
- \$ 27,500 in Tuition
- \$ 207,323 in Rollinsford SAU Revenue
- \$ 33,400 in Indirect Costs
- \$ 4,000 in Miscellaneous
- \$ 676,671 in Other Financing Services



## Expenditures

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



## Net Budget Summary

2020-2021 Approved Budget	\$ 29,047,242
Tax Cap Increase	\$ 659,295
Less: Decrease in Revenue	\$ (2,026,015)
2021-2022 Total Proposed Budget	\$ 27,680,522
<b>Total Budget Decrease</b>	<b>\$ (1,366,720)</b>

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**GENERAL FUND REVENUE ESTIMATES**

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	<b>FY 20-21</b>	<b>FY 21-22</b>
<b><u>SCHOOL:</u></b>		
STATE ADEQUACY GRANT	8,612,958	6,807,786
MEDICAID REIMBURSEMENT	160,264	150,000
BUILDING AID	1,696,047	512,476
KINDERGARTEN AID	0	0
SPECIAL EDUCATION AID	299,902	325,000
TRI-CITY CAREER TECHNICAL AID	18,000	40,000
TUITION	19,000	27,500
ROLLINSFORD SAU REVENUE	0	207,323
INDIRECT COST REVENUE	0	33,400
MISCELLANEOUS SCHOOL	4,000	4,000
OTHER FINANCING SERVICES	0	676,671
<b><u>SUBTOTAL SCHOOL INTERGOVERNMENTAL</u></b>	<b><u>10,810,171</u></b>	<b><u>8,784,156</u></b>
 <b>DECREASE IN REVENUES FROM PREVIOUS YEAR</b>		<b>(2,026,015)</b>
<b>PERCENTAGE OF DECREASE IN REVENUES</b>		<b>-18.74%</b>

SCHOOL DEPARTMENT FY 2021-2022 APPROVED BUDGET

PERSONNEL	20-21 ACTUAL STAFFING	21-22 APPROVED STAFFING	CHANGE	21-22 Proposed STAFF CHANGES
<b>IDLEHURST ELEMENTARY SCHOOL</b>				Teachers (2.0)
Principal	1.0	1.0	0.0	Paraprofessionals 0.0
Assistant Principal	1.0	1.0	0.0	Custodians 0.5
Guidance	1.5	1.5	0.0	ESOL Assistant (1.0)
Teachers (Including Nurse and Speech)	32.2	30.2	(2.0)	<b>TOTAL STAFF CHANGES (2.5)</b>
Clerical	1.5	1.5	0.0	
Paraprofessionals	24.0	24.0	0.0	
Other (ESOL Assistant)	1.0	0.0	(1.0)	
Custodians	3.5	3.5	0.0	
<b>MAPLE WOOD ELEMENTARY SCHOOL</b>				
Principal	1.0	1.0	0.0	
Assistant Principal	1.0	1.0	0.0	
Guidance	1.5	1.5	0.0	
Teachers (Including Nurse, ESOL and Speech)	28.3	28.3	0.0	
Clerical	1.5	1.5	0.0	
Paraprofessionals/Aides	13.5	13.5	0.0	
Other	0.0	0.0	0.0	
Custodians	2.5	3.0	0.5	
<b>SOMERSWORTH MIDDLE SCHOOL</b>				
Principal	1.0	1.0	0.0	
Assistant Principal	1.0	1.0	0.0	
Guidance	3.0	3.0	0.0	
Teachers (Including Nurse and Speech)	33.8	33.8	0.0	
Clerical	2.0	2.0	0.0	
Paraprofessionals	14.0	14.0	0.0	
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 (Including Nurse)	32.1	32.1	0.0	
Clerical	3.0	3.0	0.0	
Paraprofessionals	20.0	20.0	0.0	
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	0.0	0.0	0.0	
Teachers	7.9	7.9	0.0	
Clerical	1.0	1.0	0.0	
Paraprofessionals	0.8	0.8	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	
<b>SAU STAFF</b>				
Superintendent	1.0	1.0	0.0	
Assistant Superintendent	1.0	1.0	0.0	
Business Administrator	1.0	1.0	0.0	
Special Education Director	1.0	1.0	0.0	
Human Resources	1.0	1.0	0.0	
Payroll/Accounts Payable	1.0	1.0	0.0	
Special Education Secretary	1.0	1.0	0.0	
Administrative Assistant	1.0	1.0	0.0	
Receptionist	1.0	1.0	0.0	

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**1100 REGULAR EDUCATION**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Teacher Salaries	1,017,183	1,066,895	1,150,463
5110	Paraprofessional Salaries	24,349	37,390	38,892
5110	Substitutes Salaries	12,369	21,100	21,100
5200	Health & Dental Insurance	285,277	322,209	318,509
5200	Life & Disability	3,880	3,505	3,698
5200	FICA/Medicare	73,194	86,091	92,600
5200	State Retirement	178,993	187,676	239,384
5300	Contracted Services	0	0	0
5400	Maintenance Agreement	14,296	5,626	5,626
5400	Equipment Repairs -Music	0	200	400
5400	Copier Lease/Purchase	10,685	10,210	10,210
5600	General Supplies	15,776	13,220	13,499
5600	Print Media	2,333	5,050	5,285
5600	Software	8,415	7,630	8,781
5700	Computer Hardware	0	0	0
5700	Furniture	3,000	3,450	2,000
5700	Other Equipment	1,500	0	0
<b>Regular Education</b>		<b>1,651,249</b>	<b>1,770,252</b>	<b>1,910,447</b>
<b>Difference From Previous Budget</b>				<b>140,195</b>
<b>Percentage Difference From Previous Budget</b>				<b>7.92%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**1200 SPECIAL EDUCATION**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	SPED Teacher Salaries	216,492	226,036	237,783
5110	SPED Paraprofessional Salaries	245,898	261,788	322,781
5200	SPED Health & Dental Insurance	186,400	187,849	218,214
5200	SPED Life & Disability	2,137	2,013	2,358
5200	SPED FICA/Medicare	32,959	37,319	42,883
5200	SPED State Retirement	65,683	69,476	95,365
5300	SPED Contracted Services	39,334	7,911	40,047
5500	SPED Tuition	371,392	347,657	282,376
5600	SPED Supplies	1,080	1,000	1,000
5600	SPED Technology Supplies	0	0	0
5600	SPED Print Media	655	0	0
5600	SPED Software	0	0	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	36,138	38,662	41,305
5200	ESL Teacher Benefits	19,017	19,883	22,174
5600	ESL Supplies	0	0	0
5300	Gifted & Talented - Services	0	0	0
5600	Gifted & Talented - Supplies	0	0	0
<b>Special Education</b>		<b>1,217,185</b>	<b>1,199,594</b>	<b>1,306,286</b>
<b>Difference From Previous Budget</b>				<b>106,691</b>
<b>Percentage Difference From Previous Budget</b>				<b>8.89%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2120 GUIDANCE SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Guidance Salaries	40,066	42,956	45,879
5200	Guidance - Health & Dental Insurance	18,070	18,333	18,625
5200	Guidance - Life & Disability	139	149	157
5200	Guidance - FICA/Medicare	2,804	3,286	3,510
5200	Guidance - State Retirement	7,132	7,646	9,644
5300	Guidance-Contracted Services	0	1,140	1,050
5600	Guidance Supplies	100	350	0
5600	Guidance Print Media	0	150	530
5700	Guidance Furniture	0	500	0
5800	Guidance Dues	0	0	0
<b>Guidance Services</b>		<b>68,311</b>	<b>74,510</b>	<b>79,395</b>
<b>Difference From Previous Budget</b>				<b>4,885</b>
<b>Percentage Difference From Previous Budget</b>				<b>6.56%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2130 HEALTH SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Nurse Salary	49,329	50,644	51,999
5200	Nurse - Health & Dental Insurance	24,096	26,793	24,829
5200	Nurse - Life & Disability	163	164	167
5200	Nurse - FICA/Medicare	3,358	3,874	3,978
5200	Nurse - State Retirement	8,780	9,015	10,930
5600	Nursing Supplies	406	400	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>86,814</b>	<b>91,590</b>	<b>93,003</b>
<b>Difference From Previous Budget</b>				<b>1,413</b>
<b>Percentage Difference From Previous Budget</b>				<b>1.54%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2150 SPEECH & LANGUAGE SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Speech Teacher Salaries	21,174	21,798	17,382
5200	Speech - Health & Dental Insurance	7,305	7,333	4,250
5200	Speech - Life & Disability	88	68	56
5200	Speech - FICA/Medicare	1,510	1,668	1,330
5200	Speech - State Retirement	3,769	3,880	3,654
5300	Speech-Professional Services	0	579	579
5600	Speech Supplies	207	300	900
5600	Speech Print Media	0	250	0
<b>Speech &amp; Language Services</b>		<b>34,054</b>	<b>35,876</b>	<b>28,150</b>
<b>Difference From Previous Budget</b>				<b>(7,726)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-21.54%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2210 TESTING SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5300	Testing Services-Contracted Services	4,688	4,750	4,375
5600	Testing Supplies	1,138	0	0
5600	Testing Print Media	0	900	520
<b>Testing Services</b>		<b>5,825</b>	<b>5,650</b>	<b>4,895</b>
<b>Difference From Previous Budget</b>				<b>(755)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-13.36%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2222 LIBRARY SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Librarian Salaries	23,582	24,206	24,848
5200	Librarian - Health & Dental Insurance	9,639	10,717	9,932
5200	Librarian - Life & Disability	80	72	73
5200	Librarian - FICA/Medicare	1,556	1,852	1,901
5200	Librarian - State Retirement	4,198	4,309	5,223
5600	Library Supplies	854	650	500
5600	Library Print Media	2,736	1,000	1,000
5600	Library Software	1,156	1,103	1,103
<b>Library Services</b>		<b>43,801</b>	<b>43,909</b>	<b>44,580</b>
<b>Difference From Previous Budget</b>				<b>671</b>
<b>Percentage Difference From Previous Budget</b>				<b>1.53%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2400 SCHOOL ADMINISTRATION SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Clerical Salaries	40,257	41,474	64,699
5110	Administrator Salaries	160,157	170,667	175,787
5110	Head Teacher Stipend	0	0	0
5200	Health & Dental Insurance	36,037	36,553	46,723
5200	Life & Disability	1,519	1,295	1,419
5200	FICA/Medicare	15,053	16,229	18,397
5200	State Retirement	32,966	35,012	46,047
5200	Professional Development	0	0	0
5400	Maintenance Agreement	0	0	0
5400	Equipment Repairs	0	0	0
5500	Postage	1,420	1,800	1,800
5600	General Supplies	2,280	1,770	1,820
5600	Subscriptions and Books	17,101	0	0
5700	Computer Hardware	0	0	0
5700	Furniture	0	0	0
5700	Other Equipment	0	0	0
5800	Dues	795	1,590	1,600
<b>School Administration Services</b>		<b>307,585</b>	<b>306,390</b>	<b>358,293</b>
<b>Difference From Previous Budget</b>				<b>51,903</b>
<b>Percentage Difference From Previous Budget</b>				<b>16.94%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Custodial Salaries	100,768	105,248	130,250
5200	Custodial - Health & Dental Insurance	12,014	12,348	29,945
5200	Custodial - Life & Disability	1,017	573	589
5200	Custodial - FICA/Medicare	8,404	8,051	9,964
5200	Custodial - State Retirement	9,690	9,405	18,313
5600	Custodial Supplies	13,053	5,362	5,362
5400	Water & Sewer	5,606	6,400	6,400
5400	Performance Contract Lease	0	160,528	26,963
5500	Telephone	1,975	2,700	2,700
5600	Natural Gas	18,213	32,000	32,000
5600	Electric	32,710	28,037	28,037
5400	Lawn Care	434	500	500
5400	Equipment Repairs	39,318	17,800	17,800
5600	Maintenance Materials	2,328	3,500	3,500
5400	Maintenance Contingency	741,995	1,165,783	0
5400	Special Projects	0	114,453	0
<b>Custodial &amp; Maintenance Services</b>		<b>987,524</b>	<b>1,672,688</b>	<b>312,323</b>
<b>Difference From Previous Budget</b>				<b>(1,360,365)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-81.33%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2700 TRANSPORTATION SERVICES**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5500 Field Trip/Cocurricular Transportation	0	0	640
<i>Transportation Services</i>	0	0	640
<i>Difference From Previous Budget</i>			640
<i>Percentage Difference From Previous Budget</i>			0.00%

<i>Maple Wood Elementary School</i>	4,402,348	5,200,459	4,138,011
<i>Difference From Previous Budget</i>			(1,062,448)
<i>Percentage Difference From Previous Budget</i>			-20.43%

Principal		1.0	1.0
Assistant Principal		1.0	1.0
Guidance		1.5	1.5
Teachers		28.3	28.3
Clerical		1.5	1.5
Paraprofessionals		13.5	13.5
Other		-	-
Custodians		2.5	3.0
Students	360	316	TBD

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**1100 REGULAR EDUCATION**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Teacher Salaries	1,147,598	1,156,720	1,123,000
5110	Paraprofessional Salaries	178,701	249,447	190,032
5110	Substitutes Salaries	19,053	48,900	48,900
5200	Health & Dental Insurance	422,720	464,174	384,156
5200	Life & Disability	5,332	4,960	4,449
5200	FICA/Medicare	94,456	111,313	104,188
5200	State Retirement	222,628	232,193	260,703
5400	Maintenance Agreement	13,653	9,522	9,522
5400	Equipment Repairs	0	0	0
5400	Copier/Lease Purchase	14,374	18,374	14,374
5600	General Supplies	16,107	13,500	18,885
5600	Print Media	3,953	3,500	2,500
5600	Software	7,427	7,650	6,650
5700	Computer Hardware	0	0	0
5700	Furniture	0	0	1,000
5700	Other Equipment	0	0	0
<b>Regular Education</b>		<b>2,146,001</b>	<b>2,320,253</b>	<b>2,168,359</b>
<b>Difference From Previous Budget</b>				<b>(151,894)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-6.55%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**1200 SPECIAL EDUCATION**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	SEE Teacher Salaries	46,325	49,172	52,149
5110	SEE Paraprofessional Salary	58,852	60,863	63,307
5110	SEE Paraprofessional Salary	0	0	0
5110	SPED Teacher Salaries	229,889	239,238	248,962
5110	SPED Paraprofessional Salaries	231,841	253,966	325,751
5200	SPED Health & Dental Insurance	245,712	246,166	291,125
5200	SPED Life & Disability	2,387	2,410	2,740
5200	SPED FICA/Medicare	39,269	46,148	52,798
5200	SPED State Retirement	79,299	83,442	115,190
5300	SPED Professional Services	39,174	67,383	63,595
5300	SEE Contracted Services	0	0	0
5500	SPED Tuition - Preschool	0	0	0
5500	SPED Tuition to LEA	0	0	0
5500	SPED Tuition	148,715	134,567	0
5600	SEE General Supplies	230	300	300
5600	SEE Technical General Supplies	0	1,000	1,000
5600	SPED Supplies	1,319	1,000	1,000
5600	SPED Technology Supplies	0	500	500
5600	SPED Print Media	520	400	400
5110	ESL - Salaries	64,689	76,335	65,291
5200	ESL - Health & Dental Insurance	24,096	26,793	24,829
5200	ESL - Life & Disability	173	168	183
5200	ESL - FICA/Medicare	4,457	5,840	4,995
5200	ESL - State Retirement	9,253	10,935	13,724
5300	ESL Tutor Contracted Services	0	584	584
5600	ESL Tutor Supplies	211	200	200
5300	Gifted & Talented - Services	0	0	0
5600	Gifted & Talented - Supplies	0	0	0
<b>Special Education</b>		<b>1,226,411</b>	<b>1,307,410</b>	<b>1,328,623</b>
<b>Difference From Previous Budget</b>				<b>21,212</b>
<b>Percentage Difference From Previous Budget</b>				<b>1.62%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2120 GUIDANCE SERVICES**

<b>ACCT</b>		<b>19-20</b>		<b>21-22</b>
<b>NUMBER</b>	<b>DESCRIPTION</b>	<b>ACTUAL</b>	<b>20-21 BUD</b>	<b>APPROVED</b>
5110	Guidance Salaries	121,970	125,594	129,328
5200	Guidance - Health & Dental Insurance	19,557	20,269	20,820
5200	Guidance - Life & Disability	365	364	371
5200	Guidance - FICA/Medicare	8,987	9,608	9,894
5200	Guidance - State Retirement	21,711	22,356	27,185
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>172,590</b>	<b>178,191</b>	<b>187,597</b>
<b>Difference From Previous Budget</b>				<b>9,406</b>
<b>Percentage Difference From Previous Budget</b>				<b>5.28%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2130 HEALTH SERVICES**

<b>ACCT</b>		<b>19-20</b>		<b>21-22</b>
<b>NUMBER</b>	<b>DESCRIPTION</b>	<b>ACTUAL</b>	<b>20-21 BUD</b>	<b>APPROVED</b>
5110	Nurse Salary	53,095	54,410	55,765
5200	Nurse - Health & Dental Insurance	9,778	9,920	10,196
5200	Nurse - Life & Disability	218	171	173
5200	Nurse - FICA/Medicare	3,942	4,162	4,266
5200	Nurse - State Retirement	9,451	9,685	11,722
5400	Nursing Maintenance Agreements	0	489	489
5600	Nursing Supplies	979	1,000	1,000
5600	Nursing Software	681	700	600
5700	Nursing Other Equipment	0	0	0
<b>Health Services</b>		<b>78,145</b>	<b>80,537</b>	<b>84,210</b>
<b>Difference From Previous Budget</b>				<b>3,673</b>
<b>Percentage Difference From Previous Budget</b>				<b>4.56%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2150 SPEECH & LANGUAGE SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	SEE Speech Teacher Salary	0	0	0
5110	SEE Speech Teaching Assistant Salary	0	0	0
5110	Speech Teacher Salaries	86,410	89,003	91,672
5110	Speech Assistant Salaries	0	0	0
5200	Speech - Health & Dental Insurance	10,894	11,056	11,332
5200	Speech - Life & Disability	290	297	303
5200	Speech - FICA/Medicare	6,421	6,809	7,013
5200	Speech - State Retirement	15,381	15,842	19,270
5300	SEE Speech Professional Services	0	0	0
5600	SEE Speech General Supplies	0	200	200
5600	Speech Supplies	377	400	400
<b>Speech &amp; Language Services</b>		<b>119,772</b>	<b>123,607</b>	<b>130,190</b>
<b>Difference From Previous Budget</b>				<b>6,583</b>
<b>Percentage Difference From Previous Budget</b>				<b>5.33%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2160 PT/OT SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5300	SEE PT & OT Professional Services	52,251	53,825	53,824
5600	SEE PT & OT Supplies	0	0	0
<b>PT/OT Services</b>		<b>52,251</b>	<b>53,825</b>	<b>53,824</b>
<b>Difference From Previous Budget</b>				<b>(1)</b>
<b>Percentage Difference From Previous Budget</b>				<b>0.00%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2210 TESTING SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5300	Testing Services	5,500	5,742	5,742
5600	Testing Supplies	0	0	0
<i>Testing Services</i>		5,500	5,742	5,742
<i>Difference From Previous Budget</i>				0
<i>Percentage Difference From Previous Budget</i>				0.00%

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2222 LIBRARY SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Librarian Salaries	35,373	36,309	37,273
5200	Librarian - Health & Dental Insurance	14,457	16,076	14,897
5200	Librarian - Life & Disability	120	0	0
5200	Librarian - FICA/Medicare	2,334	2,778	2,851
5200	Librarian - State Retirement	6,296	6,463	7,835
5400	Library Maintenance Agreement	543	580	580
5400	Library Equipment Repair	0	0	0
5600	Media Center Supplies	441	500	500
5600	Library Print Media	1,469	1,500	1,500
5600	Library Electronic Media	0	0	0
5600	Library Software	1,156	395	0
5700	Library Furniture	0	0	0
5700	Library Other Equipment	0	0	0
<b>Library Services</b>		<b>62,190</b>	<b>64,601</b>	<b>65,436</b>
<b>Difference From Previous Budget</b>				<b>835</b>
<b>Percentage Difference From Previous Budget</b>				<b>1.29%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2400 SCHOOL ADMINISTRATION SERVICES**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110 Clerical Salaries	80,671	83,838	65,625
5110 Administrator Salaries	175,605	181,872	186,300
5200 Health & Dental Insurance	77,097	77,797	70,723
5200 Life & Disability	1,549	1,229	1,151
5200 FICA/Medicare	18,032	20,327	19,272
5200 State Retirement	40,114	41,738	48,387
5200 Professional Development	1,120	1,440	1,440
5400 Maintenance Agreement	435	435	435
5500 Postage	1,000	1,000	1,000
5600 General Supplies	820	850	850
5600 Subscriptions and Books	0	0	0
5700 Other Equipment	0	0	0
5800 Dues	0	1,440	1,440
<b>School Administration Services</b>	<b>396,443</b>	<b>411,966</b>	<b>396,624</b>
<b>Difference From Previous Budget</b>			<b>(15,342)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-3.72%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Custodial Salaries	151,450	152,792	157,316
5200	Custodial - Health & Dental Insurance	56,643	58,452	60,749
5200	Custodial - Life & Disability	1,418	808	836
5200	Custodial - FICA/Medicare	10,965	11,689	12,035
5200	Custodial - State Retirement	14,369	14,131	18,313
5600	Custodial Supplies	11,955	8,362	8,362
5700	Custodial Equipment	641	500	500
5400	Water & Sewer	4,969	6,400	6,400
5500	Telephone	300	800	800
5600	Natural Gas	25,589	22,800	22,800
5600	Electric	76,485	64,705	64,705
5400	Lawn Care	1,125	979	979
5400	Equipment Repairs	29,065	21,265	21,265
5600	Maintenance Materials	4,478	8,000	8,000
5400	Maintenance Contingency	0	0	0
5400	Special Projects	0	72,672	0
<b>Custodial &amp; Maintenance Services</b>		<b>389,453</b>	<b>444,355</b>	<b>383,060</b>
<b>Difference From Previous Budget</b>				<b>(61,295)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-13.79%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2700 TRANSPORTATION SERVICES**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5500 Field Trip/Cocurricular Transportation	0	0	0
<i>Transportation Services</i>	0	0	0
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%

<b>Idlehurst Elementary School</b>	<b>4,648,756</b>	<b>4,990,488</b>	<b>4,803,664</b>
<i>Difference From Previous Budget</i>			<b>(186,824)</b>
<i>Percentage Difference From Previous Budget</i>			<b>-3.74%</b>

Principal		1.0	1.0
Assistant Principal		1.0	1.0
Guidance		1.5	1.5
Teachers		32.2	30.2
Clerical		1.5	1.5
Paraprofessionals		24.0	24.0
Other (ESL Assistant,& Speech Assistant)		1.0	-
Custodians		3.5	3.5
Students	347	287	TBD

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**1100 REGULAR EDUCATION**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Teacher Salaries	1,344,142	1,378,870	1,357,867
5110	Paraprofessional Salaries	0	0	0
5110	Substitutes Salaries	22,834	45,000	45,000
5200	Health & Dental Insurance	311,160	337,955	321,398
5200	Life & Disability	5,427	4,449	4,429
5200	FICA/Medicare	97,087	108,927	107,319
5200	State Retirement	239,966	245,439	285,424
5300	Contracted Services	0	0	0
5400	Maintenance Agreement	22,533	11,253	11,253
5400	Equipment Repairs	189	1,000	1,000
5400	Copier Lease/Purchase	21,561	21,001	21,001
5600	General Supplies	27,017	25,982	22,622
5600	Print Media	2,796	5,000	5,000
5600	Electronic Media	756	5,000	5,000
5600	Software	2,755	3,150	3,150
5700	Computer Hardware	0	0	0
5700	Furniture Replacement	0	0	0
5700	Other Equipment	3,924	4,783	4,783
<b>Regular Education</b>		<b>2,102,145</b>	<b>2,197,809</b>	<b>2,195,247</b>
<b>Difference From Previous Budget</b>				<b>(2,562)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-0.12%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**1200 SPECIAL EDUCATION**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110 SPED Teacher Salaries	168,324	178,431	188,580
5110 SPED Paraprofessional Salaries	282,174	296,062	351,891
5200 SPED Health & Dental Insurance	238,052	243,310	276,928
5200 SPED Life & Disability	1,928	2,110	2,525
5200 SPED FICA/Medicare	31,457	36,300	41,345
5200 SPED State Retirement	61,682	64,831	89,115
5300 SPED Contracted Services	48,547	91,926	46,848
5500 SPED Tuition	366,050	346,186	197,848
5534 SPED Postage	(473)	500	500
5600 SPED Supplies	482	2,850	2,850
5600 SPED Technology Supplies	0	0	0
5600 SPED Print Media	28	1,774	1,774
5600 SPED Software	220	2,384	2,384
5700 SPED Computer Hardware	0	0	0
5700 SPED Other Equipment	0	0	0
5110 ESL Teacher Salaries	51,985	53,545	55,151
5200 ESL - Health & Dental Insurance	18,070	18,333	18,625
5200 ESL - Life & Disability	169	168	171
5200 ESL - FICA/Medicare	3,704	4,096	4,219
5200 ESL - State Retirement	9,253	9,531	11,593
5600 ESL Supplies	0	169	169
5300 Gifted & Talented - Services	(241)	0	0
5600 Gifted & Talented - Supplies	0	0	0
<b>Special Education</b>	<b>1,281,410</b>	<b>1,352,506</b>	<b>1,292,516</b>
<b>Difference From Previous Budget</b>			<b>(59,990)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-4.44%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**1400 COCURRICULAR SERVICES & ATHLETICS**

<b>ACCT</b>		<b>19-20</b>		<b>21-22</b>
<b>NUMBER</b>	<b>DESCRIPTION</b>	<b>ACTUAL</b>	<b>20-21 BUD</b>	<b>APPROVED</b>
5110	Cocurricular Salaries	7,934	9,888	10,188
5200	Cocurricular - FICA/Medicare	717	756	779
5200	Cocurricular - State Retirement	1,649	1,760	1,813
5600	Cocurricular Supplies	0	0	0
5110	Athletic Salaries	12,172	18,612	19,062
5200	Athletic - FICA/Medicare	931	1,424	1,458
5200	Athletic - State Retirement	1,207	3,313	3,393
5300	Athletic Officials	3,050	3,700	3,700
5400	Athletic Equipment Repair	0	630	630
5600	Athletic Supplies	1,430	1,430	1,430
5700	Athletic New Equipment	634	1,070	1,070
5800	Athletic Dues	0	0	0
<b>Cocurricular Services &amp; Athletics</b>		<b>29,724</b>	<b>42,583</b>	<b>43,524</b>
<b>Difference From Previous Budget</b>				<b>941</b>
<b>Percentage Difference From Previous Budget</b>				<b>2.21%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2120 GUIDANCE SERVICES**

<b>ACCT NUMBER DESCRIPTION</b>	<b>19-20 ACTUAL</b>	<b>20-21 BUD</b>	<b>21-22 APPROVED</b>
5110 Guidance Salaries	180,606	189,965	197,585
5100 Guidance Clerical Salaries	0	0	0
5200 Guidance Health & Dental Insurance	57,970	63,507	59,854
5200 Guidance Life & Disability	631	713	727
5200 Guidance FICA/Medicare	12,808	14,532	15,115
5200 Guidance State Retirement	32,150	33,814	41,532
530 Guidance Contracted Services	1,600	1,500	1,500
5500 Guidance Postage	760	500	500
5600 Guidance Supplies	604	600	600
5600 Guidance Subscriptions & Books	0	100	100
5600 Guidance Software	0	0	0
5700 Guidance Computer Hardware	0	0	0
5800 Guidance Dues	258	537	537
<b>Guidance Services</b>	<b>287,386</b>	<b>305,768</b>	<b>318,051</b>
<b>Difference From Previous Budget</b>			<b>12,283</b>
<b>Percentage Difference From Previous Budget</b>			<b>4.02%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2130 HEALTH SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Nurse Salary	46,289	47,604	48,959
5200	Nurse - Health & Dental Insurance	10,187	10,348	10,624
5200	Nurse - Life & Disability	160	176	177
5200	Nurse - FICA/Medicare	3,416	3,642	3,745
5200	Nurse - State Retirement	8,239	8,474	10,291
5400	Nursing Maintenance Agreements	0	385	385
5600	Nursing Supplies	733	1,000	1,000
5600	Nursing Software	681	1,000	1,000
5700	Nursing Other Equipment	0	0	0
<b>Health Services</b>		<b>69,706</b>	<b>72,629</b>	<b>76,182</b>
<b>Difference From Previous Budget</b>				<b>3,553</b>
<b>Percentage Difference From Previous Budget</b>				<b>4.89%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2150 SPEECH & LANGUAGE SERVICES**

<b>ACCT</b>		<b>19-20</b>		<b>21-22</b>
<b>NUMBER</b>	<b>DESCRIPTION</b>	<b>ACTUAL</b>	<b>20-21 BUD</b>	<b>APPROVED</b>
5110	Speech Teacher Salaries	61,833	63,393	64,999
5110	Speech Assistant Salaries	33,110	34,346	35,370
5200	Speech - Health & Dental Insurance	42,004	44,753	43,285
5200	Speech - Life & Disability	459	280	283
5200	Speech - FICA/Medicare	5,938	7,477	7,678
5200	Speech - State Retirement	14,705	15,120	18,636
5600	Speech Supplies	0	0	0
<b>Speech &amp; Language Services</b>		<b>158,048</b>	<b>165,369</b>	<b>170,250</b>
<b>Difference From Previous Budget</b>				<b>4,881</b>
<b>Percentage Difference From Previous Budget</b>				<b>2.95%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2210 TESTING SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5300	Testing Services	4,900	9,726	9,726
5600	Testing Supplies	0	0	0
<b>Testing Services</b>		<b>4,900</b>	<b>9,726</b>	<b>9,726</b>
<b>Difference From Previous Budget</b>				<b>0</b>
<b>Percentage Difference From Previous Budget</b>				<b>0.00%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2222 LIBRARY SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Librarian Salaries	46,275	47,663	49,093
5200	Librarian - Health & Dental Insurance	24,096	26,793	24,829
5200	Librarian - Life & Disability	160	161	162
5200	Librarian - FICA/Medicare	2,962	3,646	3,756
5200	Librarian - State Retirement	8,237	8,484	10,319
5400	Library Maintenance Agreement	0	450	450
5400	Library Equipment Repair	0	334	334
5600	Library Supplies	206	280	280
5600	Library Print Media	1,267	1,450	1,450
5600	Library Electronic Media	497	775	775
5600	Library Software	1,206	1,103	1,103
<b>Library Services</b>		<b>84,905</b>	<b>91,139</b>	<b>92,551</b>
<b>Difference From Previous Budget</b>				<b>1,412</b>
<b>Percentage Difference From Previous Budget</b>				<b>1.55%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2400 SCHOOL ADMINISTRATION SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Clerical Salaries	76,173	81,198	77,161
5110	Administrator Salaries	178,408	185,420	189,273
5200	Department Head Stipends	10,250	15,000	15,000
5200	Health & Dental Insurance	49,477	53,573	55,005
5200	Life & Disability	2,065	1,703	1,718
5200	FICA/Medicare	19,599	21,545	21,530
5200	State Retirement	41,821	44,745	53,304
5200	Professional Development	0	0	0
5400	Equipment Repairs	0	102	102
5500	Postage	1,990	1,847	1,847
5600	General Supplies	11,894	4,126	7,486
5600	Subscriptions and Books	0	170	170
5700	Computer Hardware	0	0	0
5800	Dues	350	1,910	1,910
<b>School Administration Services</b>		<b>392,026</b>	<b>411,339</b>	<b>424,506</b>
<b>Difference From Previous Budget</b>				<b>13,168</b>
<b>Percentage Difference From Previous Budget</b>				<b>3.20%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110 Custodial Salaries	129,091	142,813	151,923
5200 Custodial - Health & Dental Insurance	36,134	37,310	46,695
5200 Custodial - Life & Disability	1,284	689	734
5200 Custodial - FICA/Medicare	10,186	10,925	11,622
5200 Custodial - State Retirement	13,639	13,601	18,313
5600 Custodial Supplies	7,398	11,362	11,362
5700 Custodial Equipment	1,376	500	500
5400 Water & Sewer	8,418	6,000	6,000
5500 Telephone	2,209	2,600	2,600
5600 Natural Gas	0	500	500
5600 Electric	72,232	70,999	70,999
5400 Lawn Care	0	1,000	1,000
5400 Equipment Repairs	35,255	45,800	45,800
5600 Maintenance Materials	506	12,000	12,000
5400 Maintenance Contingency	9,050	0	0
5400 Special CIP Projects	0	112,255	0
<b>Custodial &amp; Maintenance Services</b>	<b>326,779</b>	<b>468,354</b>	<b>380,049</b>
<b>Difference From Previous Budget</b>			<b>(88,305)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-18.85%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2700 TRANSPORTATION SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5500	Athletic Transportation	3,667	4,500	4,500
5500	SPED Transportation	0	0	0
5500	Field Trip/Cocurricular Transportation	1,119	0	0
<b>Transportation Services</b>		<b>4,785</b>	<b>4,500</b>	<b>4,500</b>
<b>Difference From Previous Budget</b>				<b>0</b>
<b>Percentage Difference From Previous Budget</b>				<b>0.00%</b>

<b>Middle School</b>	<b>4,741,815</b>	<b>5,121,722</b>	<b>5,007,102</b>
<b>Difference From Previous Budget</b>			<b>(114,620)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-2.24%</b>

Principal	1.0	1.0
Assistant Principal	1.0	1.0
Guidance	3.0	3.0
Teachers	33.8	33.8
Clerical	2.0	2.0
Professionals	14.0	14.0
Other ( Inclusion Program & Speech Assistant)	1.0	1.0
Custodians	3.5	3.5
Students	342	330
		TBD

**GENERAL FUND FY 2021-2022 APPROVED BUDGET  
HIGH SCHOOL**

**1100 REGULAR EDUCATION**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110 Teacher Salaries	1,201,465	1,280,933	1,354,167
5110 Substitutes Salaries	33,733	45,100	45,100
5200 Health & Dental Insurance	308,904	338,439	327,633
5200 Life & Disability	4,315	8,012	8,111
5200 FICA/Medicare	86,033	101,441	107,044
5200 State Retirement	206,268	219,107	273,849
5300 Contracted Services	225	0	0
5400 Maintenance Agreement	22,267	9,089	9,089
5400 Equipment Repairs-Music	1,475	1,750	1,750
5400 Equipment Repairs-Math	0	1,500	1,400
5400 Copier Lease/Purchase	27,135	27,045	27,045
5500 Other Tuition	16,792	0	0
5600 Teaching Supplies	20,552	21,670	18,266
5600 Print Media	8,431	12,455	13,294
5600 Textbook Replacement	0	0	0
5600 Software	17,849	18,500	19,775
5700 Computer Hardware	0	0	0
5700 Furniture Replacement	0	0	0
5700 Other Equipment-Music	1,090	0	1,000
5700 Science-Equipment	1,335	240	1,875
5700 Wellness-Equipment	0	900	800
5700 Art-Equipment	0	0	675
5800 Dues and Memberships	266	655	735
<b>Regular Education</b>	<b>1,958,134</b>	<b>2,086,836</b>	<b>2,211,607</b>
<b>Difference From Previous Budget</b>			<b>124,771</b>
<b>Percentage Difference From Previous Budget</b>			<b>5.98%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**HIGH SCHOOL**  
**1200 SPECIAL EDUCATION**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110 SPED Teacher Salaries	198,396	216,463	242,630
5110 SPED Paraprofessional Salaries	365,109	408,095	424,695
5200 SPED Health & Dental Insurance	210,195	227,416.00	231,294
5200 SPED Life & Disability	2,513	2,840	2,807
5200 SPED FICA/Medicare	42,012	47,780	51,051
5200 SPED State Retirement	75,306	84,114	110,713
5300 SPED Contracted Services	55,273	76,786	76,687
5400 SPED Maintenance Agreement	0	0	0
5500 SPED Postage	0	100	100
5500 SPED Tuition	613,720	613,489	733,839
5600 SPED Supplies	1,243	1,500	1,400
5600 SPED Technology Supplies	59	700	0
5600 SPED Print Media	251	500	850
5700 SPED Computer Hardware	0	0	0
5700 SPED Other Equipment	0	0	0
5110 Partnership Teacher Salaries	49,329	50,644	51,999
5110 Partnership Paraprofessional Salaries	68,187	71,722	74,747
5700 Partnership Summer Program Salary	79,878	75,500	75,500
5200 Partnership Health & Dental Insurance	61,686	64,644	64,177
5200 Partnership Life & Disability	497	556	567
5200 Partnership FICA/Medicare	14,010	15,137	15,472
5200 Partnership State Retirement	28,010	30,465	34,879
5300 Partnership SPED Consultants	0	24,001	0
5500 Partnership Travel	0	300	300
5600 Partnership Supplies	349	1,500	1,500
5600 Partnership Print Media	490	500	850
5700 Partnership Other Equipment	0	500	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>1,866,513</b>	<b>2,015,252</b>	<b>2,196,556</b>
<b>Difference From Previous Budget</b>			<b>181,305</b>
<b>Percentage Difference From Previous Budget</b>			<b>9.00%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**HIGH SCHOOL**  
**1400 COCURRICULAR SERVICES & ATHLETICS**

<b>ACCT</b>		<b>19-20</b>		<b>21-22</b>
<b>NUMBER</b>	<b>DESCRIPTION</b>	<b>ACTUAL</b>	<b>20-21 BUD</b>	<b>APPROVED</b>
5110	Cocurricular Salaries	16,171	26,034	26,834
5200	Cocurricular - FICA/Medicare	1,238	1,992	2,053
5200	Cocurricular - State Retirement	1,778	4,634	5,641
5600	Cocurricular Supplies	780	1,500	1,000
5110	Athletic Salaries	67,897	99,627	101,177
5200	Athletic - Health & Dental Insurance	5,184	7,621	7,740
5200	Athletic - FICA/Medicare	5,980	17,734	21,267
5300	Athletic Officials/Staffing	9,743	11,200	11,200
5600	Athletic Supplies	0	0	0
5700	Athletic New Equipment	0	0	0
5700	Athletic Other Equipment	2,221	8,000	3,000
5800	Athletic Dues	4,625	4,750	4,750
<b>Cocurricular Services &amp; Athletics</b>		<b>115,616</b>	<b>183,092</b>	<b>184,662</b>
<b>Difference From Previous Budget</b>				<b>1,570</b>
<b>Percentage Difference From Previous Budget</b>				<b>0.86%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2120 GUIDANCE SERVICES**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110 Guidance Salaries	98,754	103,389	108,212
5110 Guidance Clerical Salaries	41,040	42,364	43,133
5200 Guidance Health & Dental Insurance	55,526	60,631	59,604
5200 Guidance Life & Disability	554	589	599
5200 Guidance FICA/Medicare	9,839	11,150	11,578
5200 Guidance State Retirement	22,105	23,135	28,811
5300 Guidance Contracted Services	0	1,250	1,200
5500 Guidance Postage	1,041	1,000	1,000
5600 Guidance General Supplies	302	500	500
5600 Guidance Subscriptions and Books	0	400	400
5600 Guidance Electronic Media	0	750	600
5600 Guidance Software	0	300	300
5800 Guidance Dues	129	250	7,250
<b>Guidance Services</b>	<b>229,290</b>	<b>245,708</b>	<b>263,187</b>
<b>Difference From Previous Budget</b>			<b>17,479</b>
<b>Percentage Difference From Previous Budget</b>			<b>7.11%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2130 HEALTH SERVICES**

<b>ACCT</b>		<b>19-20</b>		<b>21-22</b>
<b>NUMBER</b>	<b>DESCRIPTION</b>	<b>ACTUAL</b>	<b>20-21 BUD</b>	<b>APPROVED</b>
5110	Nurse Salary	46,866	48,115	49,403
5200	Nurse - Health & Dental Insurance	24,096	26,793	24,829
5200	Nurse - Life & Disability	160	161	164
5200	Nurse - FICA/Medicare	2,910	3,681	3,779
5200	Nurse - State Retirement	8,342	8,565	10,384
5400	Nurse-Equipment Repair	0	350	350
5600	Nursing Supplies	615	800	800
5600	Nursing Software	681	700	700
<b>Health Services</b>		<b>83,671</b>	<b>89,165</b>	<b>90,409</b>
<b>Difference From Previous Budget</b>				<b>1,244</b>
<b>Percentage Difference From Previous Budget</b>				<b>1.40%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2150 SPEECH & LANGUAGE SERVICES**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5600 Speech Supplies	0	200	100
<i>Speech &amp; Language Services</i>	0	200	100
<i>Difference From Previous Budget</i>			(100)
<i>Percentage Difference From Previous Budget</i>			-50.00%

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2160 PT/OT SERVICES**

<b>ACCT</b>	<b>19-20</b>	<b>21-22</b>
<b>NUMBER DESCRIPTION</b>	<b>ACTUAL</b>	<b>20-21 BUD APPROVED</b>
5300 PT/OT-Professional Services	0	0
<i>PT/OT Services</i>	0	0
<i>Difference From Previous Budget</i>		0
<i>Percentage Difference From Previous Budget</i>		0.00%

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2210 TESTING SERVICES**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110 GED Options Salaries	0	0	0
5200 GED Options Life & Disability	1	0	0
5200 GED Options FICA/Medicare	755	0	0
5200 GED Options State Retirement	1,738	0	0
5300 Testing Services/Contracted Services	33,473	37,000	30,000
5600 Testing Supplies	0	0	0
5600 GED Supplies	0	0	0
<b>Testing Services</b>	<b>35,966</b>	<b>37,000</b>	<b>30,000</b>
<b>Difference From Previous Budget</b>			<b>(7,000)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-18.92%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2222 LIBRARY SERVICES**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110 Librarian Salary	41,705	44,542	47,512
5110 Library Aide Salary	24,160	24,532	25,763
5200 Librarian - Health & Dental Insurance	41,931	42,251	34,775
5200 Librarian - Life & Disability	267	303	316
5200 Librarian - FICA/Medicare	4,264	5,284	5,606
5200 Librarian - State Retirement	10,071	10,668	13,609
5400 Library Maintenance Agreement	389	500	500
5400 Library Equipment Repair	200	1,380	653
5600 Library Supplies	681	700	1,200
5600 Library Print Media	2,854	5,500	4,200
5600 Library Electronic Media	1,809	7,000	7,000
5600 Library Software	1,289	1,223	2,000
5700 Library Computer Hardware	0	0	0
5700 Library Equipment	2,132	2,250	3,000
<b>Library Services</b>	<b>131,751</b>	<b>146,133</b>	<b>146,135</b>
<b>Difference From Previous Budget</b>			<b>2</b>
<b>Percentage Difference From Previous Budget</b>			<b>0.00%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2400 SCHOOL ADMINISTRATION SERVICES**

<b>ACCT</b>	<b>19-20</b>	<b>21-22</b>
<b>NUMBER DESCRIPTION</b>	<b>ACTUAL</b>	<b>20-21 BUD APPROVED</b>
5110 Clerical Salaries	76,886	80,402 85,156
5110 Administrator Salaries	180,553	185,968 191,549
5110 Department Head/Credit Recovery/504 Coordi	30,000	33,000 33,000
5200 Health & Dental Insurance	67,571	68,036 69,859
5200 Life & Disability	1,424	1,722 1,758
5200 FICA/Medicare	20,499	22,903 23,692
5200 State Retirement	45,367	47,957 58,111
5300 Contracted Services-Graduation Expenses	4,874	12,500 12,500
5300 School Admin Meeting Expenses	940	2,000 3,000
5400 Maintenance Agreement	0	0 0
5400 Equipment Repairs	0	0 0
5400 Copier Lease Purchase	0	0 0
5500 Postage	1,059	1,000 1,000
5600 General Supplies	3,139	5,000 3,000
5600 Subscriptions and Books	0	0 0
5600 Software	350	0 0
5700 Other Equipment	0	500 500
5800 Dues	4,500	5,300 5,300
<b>School Administration Services</b>	<b>437,161</b>	<b>466,288 488,425</b>
<b>Difference From Previous Budget</b>		<b>22,137</b>
<b>Percentage Difference From Previous Budget</b>		<b>4.75%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110 Custodial Salaries	121,957	126,506	130,250
5200 Custodial - Health & Dental Insurance	41,355	42,722	44,444
5200 Custodial - Life & Disability	1,022	646	675
5200 Custodial - FICA/Medicare	8,753	9,678	9,964
5200 Custodial - State Retirement	13,555	14,131	18,313
5600 Custodial Supplies	38,410	17,362	17,362
5700 Custodial Equipment	1,791	500	500
5400 Water & Sewer	4,850	9,500	9,500
5500 Telephone	5,860	5,000	5,000
5600 Natural Gas	92,773	56,569	56,569
5600 Electric	94,223	70,681	70,681
5400 Lawn Care	2,872	2,000	2,000
5400 Equipment Repairs	66,273	38,924	38,924
5600 Maintenance Materials	1,901	6,000	6,000
5400 Maintenance Contingency	0	0	0
5400 Special CIP Projects	46,132	414,422	0
<b>Custodial &amp; Maintenance Services</b>	<b>541,727</b>	<b>814,641</b>	<b>410,182</b>
<b>Difference From Previous Budget</b>			<b>(404,459)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-49.65%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET  
HIGH SCHOOL**

**2700 TRANSPORTATION SERVICES**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5500 Athletic Transportation	19,966	30,100	40,300
5500 Field Trip/Cocurricular Transportation	3,770	0	0
<b>Transportation Services</b>	<b>23,737</b>	<b>30,100</b>	<b>40,300</b>
<b>Difference From Previous Budget</b>			<b>10,200</b>
<b>Percentage Difference From Previous Budget</b>			<b>33.89%</b>

<b>High School</b>	<b>5,423,567</b>	<b>6,114,415</b>	<b>6,061,562</b>
<b>Difference From Previous Budget</b>			<b>(52,853)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-0.86%</b>

Principal		1.0	1.0
Assistant Principal		1.0	1.0
Guidance		2.0	2.0
Teachers		32.1	32.1
Clerical		3.0	3.0
Paraprofessionals		20.0	20.0
Other		2.0	2.0
Custodians		3.0	3.0
Students	408	399	TBD

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**CAREER TECHNICAL CENTER**  
**1300 CAREER TECHNICAL CENTER**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Teacher Salaries	432,697	448,757	465,375
5110	Culinary Aide Salary	17,770	19,275	20,049
5200	Health & Dental Insurance	127,532	139,459	136,623
5200	Life & Disability	1,712	1,477	1,513
5200	FICA/Medicare	32,158	35,805	37,135
5200	State Retirement	70,424	72,030	88,292
5300	Contracted Services	0	0	0
5400	Maintenance Agreement	0	3,895	3,895
5400	Equipment Repairs	2,182	4,490	4,490
5400	Copier Lease/Purchase	5,328	5,328	5,328
5500	Career Technical Center Tuition	12,169	20,000	20,000
5600	General Supplies	24,230	28,650	24,800
5600	Culinary Supplies	5,802	6,000	6,000
5600	Technology Supplies	4,506	5,250	5,250
5600	Print Media	3,478	4,000	4,000
5600	Software	1,580	1,580	1,580
5700	Computer Hardware	0	1,300	2,181
5700	Furniture	0	0	0
2700	New/Replacement Equipment	14,000	8,031	12,000
<b>Career Technical Center</b>		<b>755,567</b>	<b>805,327</b>	<b>838,511</b>
<b>Difference From Previous Budget</b>				<b>33,184</b>
<b>Percentage Difference From Previous Budget</b>				<b>4.12%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**CAREER TECHNICAL CENTER**  
**2400 SCHOOL ADMINISTRATION SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Clerical Salary	38,190	41,474	42,948
5110	Director Salary	88,909	91,575	94,323
5200	Health & Dental Insurance	12,456	12,635	27,270
5200	Life & Disability	700	1,049	973
5200	FICA/Medicare	9,665	10,179	10,501
5200	State Retirement	20,018	20,933	25,865
5400	Equipment Repairs	131	100	100
5500	Postage	625	300	300
5500	Travel	196	420	420
5600	General Supplies	200	2,000	1,000
5600	Subscriptions and Books	70	200	200
5700	Computer Hardware	0	0	0
5800	Dues	1,019	1,179	1,179
<b>School Administration Services</b>		<b>172,178</b>	<b>182,044</b>	<b>205,079</b>
<b>Difference From Previous Budget</b>				<b>23,035</b>
<b>Percentage Difference From Previous Budget</b>				<b>12.65%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**CAREER TECHNICAL CENTER**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110	Custodial Salaries	84,339	89,643	90,826
5200	Custodial - Health & Dental Insurance	18,598	18,990	19,675
5200	Custodial - Life & Disability	544	550	548
5200	Custodial - FICA/Medicare	6,608	6,858	6,948
5200	Custodial - State Retirement	5,156	4,726	6,124
5600	Custodial Supplies	2,282	9,362	9,362
5400	Water & Sewer	2,789	2,000	2,000
5500	Telephone	514	1,800	1,800
5600	Natural Gas	15,890	15,000	15,000
2600	Electric	72,232	58,681	58,681
5400	Lawn Care	0	500	500
5400	Equipment Repairs	25,148	24,339	24,339
5600	Maintenance Materials	746	8,000	8,000
5400	Maintenance Contingency	0	0	0
5400	Maintenance Special Projects	0	11,192	0
<b>Custodial &amp; Maintenance Services</b>		<b>234,844</b>	<b>251,641</b>	<b>243,803</b>
<b>Difference From Previous Budget</b>				<b>(7,838)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-3.11%</b>

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**GENERAL FUND FY 2021-2022 APPROVED BUDGET**

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**CAREER TECHNICAL CENTER**

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**2700 TRANSPORTATION SERVICES**

ACCT		19-20		21-22
NUMBER	DESCRIPTION	ACTUAL	20-21 BUD	APPROVED
5500	Career Technical Center Vehicle Maintenance	0	0	0
5500	Career Technical Center Transportation Contracted	36,708	43,104	44,397
5500	Career Technical Center Field Trip Transportation	931	0	0
<b>Transportation Services</b>		<b>37,639</b>	<b>43,104</b>	<b>44,397</b>
<b>Difference From Previous Budget</b>				<b>1,293</b>
<b>Percentage Difference From Previous Budget</b>				<b>3.00%</b>

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**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**CAREER TECHNICAL CENTER**

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<i>Career Technical Center</i>	1,200,228	1,282,116	1,331,791
<i>Difference From Previous Budget</i>			49,675
<i>Percentage Difference From Previous Budget</i>			3.87%

Director	1.0	1.0
Guidance	-	-
Teachers	7.9	7.9
Clerical	1.0	1.0
Paraprofessionals	0.8	0.8
Other	-	-
Custodians	2.0	2.0
Students In High School Total		

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**GENERAL FUND FY 2021-2022 APPROVED BUDGET**

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**DISTRICT - WIDE**

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**1100 REGULAR EDUCATION**

ACCT NUMBER DESCRIPTION	19-20	21-22	
	ACTUAL	20-21 BUD	APPROVED
5110 Teacher & Paraprofessional Incentive Salary	10,813	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	21,498	17,500	17,500
5200 FICA/Medicare	8,508	8,836	8,836
5200 State Retirement	2,947	5,785	6,829
5300 District Wide Contracted Services	0	0	0
5500 Internet Access District Wide	51,578	50,000	50,000
5600 Summer School/After School Supplies	6,328	1,500	1,500
<b>Regular Education</b>	<b>104,672</b>	<b>101,621</b>	<b>102,665</b>
<b>Difference From Previous Budget</b>			<b>1,044</b>
<b>Percentage Difference From Previous Budget</b>			<b>1.03%</b>

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**GENERAL FUND FY 2021-2022 APPROVED BUDGET**

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**DISTRICT - WIDE**

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**1200 SPECIAL EDUCATION**

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ACCT		19-20		21-22
NUMBER	DESCRIPTION	ACTUAL	20-21 BUD	APPROVED
5110	SPED Liaison Salary	41,200	42,436	43,709
5200	SPED Liaison Health & Dental Insurance	1,327	11,959	9,228
5200	SPED Liaison Life & Disability	389	389	388
5200	SPED Liaison FICA & Medicare	3,152	3,246	3,344
5200	SPED Liaison State Retirement	4,692	4,740	6,145
5300	SPED Consultants District Wide	84,747	82,972	65,491
5300	SPED Professional Services District Wide	0	0	0
5500	SPED Summer Staff/Program/Tuition	0	0	0
<b>Special Education</b>		<b>135,507</b>	<b>145,742</b>	<b>128,304</b>
<b>Difference From Previous Budget</b>				<b>(17,438)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-11.96%</b>

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**GENERAL FUND FY 2021-2022 APPROVED BUDGET**

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**DISTRICT - WIDE**

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**2100 PROFESSIONAL SERVICES**

ACCT		19-20		21-22
NUMBER	DESCRIPTION	ACTUAL	20-21 BUD	APPROVED
5110	Truant Officer Salary	35,630	36,699	37,801
5200	Truant Officer Health & Dental Insurance	9,800	9,945	18,456
5200	Truant Officer Life & Disability	158	103	102
5200	Truant Officer FICA/Medicare	2,651	2,807	2,892
5200	Truant Officer State Retirement	3,980	4,099	5,315
5300	School Resource Officer Services	70,762	75,481	77,509
<b>Professional Services</b>		<b>122,982</b>	<b>129,134</b>	<b>142,075</b>
<b>Difference From Previous Budget</b>				<b>12,941</b>
<b>Percentage Difference From Previous Budget</b>				<b>10.02%</b>

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**GENERAL FUND FY 2021-2022 APPROVED BUDGET**

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**DISTRICT - WIDE**

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**2150 SPEECH & LANGUAGE SERVICES**

ACCT		19-20	21-22
NUMBER	DESCRIPTION	ACTUAL	20-21 BUD APPROVED
5300	SPED Speech Consultant District Wide	19,463	0
<i>Speech &amp; Language Services</i>		19,463	0
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%

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**GENERAL FUND FY 2021-2022 APPROVED BUDGET**

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**DISTRICT - WIDE**

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**2160 PT/OT SERVICES**

ACCT		19-20		21-22
NUMBER	DESCRIPTION	ACTUAL	20-21 BUD	APPROVED
5300	SPED PT/OT/Autism Consultant District Wide	231,450	245,470	188,384
<i>PT/OT Services</i>		231,450	245,470	188,384
<i>Difference From Previous Budget</i>				(57,086)
<i>Percentage Difference From Previous Budget</i>				-23.26%

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**GENERAL FUND FY 2021-2022 APPROVED BUDGET**

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**DISTRICT - WIDE**

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**2190 OTHER SUPPORT SERVICES - STUDENT**

ACCT		19-20	21-22
NUMBER	DESCRIPTION	ACTUAL	20-21 BUD APPROVED
5800	Strafford Learning Center Membership Dues	10,088	9,988 9,988
<i>Other Support Services - Student</i>		10,088	9,988 9,988
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**DISTRICT - WIDE**  
**2200 ADMINISTRATION PROFESSIONAL DEVELOPMENT**

ACCT		19-20	21-22
NUMBER	DESCRIPTION	ACTUAL	20-21 BUD APPROVED
5200	Admin Staff Development Contracted Services	16,921	18,000 18,000
<i>Administration Professional Development</i>		16,921	18,000 18,000
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**DISTRICT - WIDE**  
**2300 GENERAL ADMINISTRATION SERVICES**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5500 School Board Advertising	1,876	3,300	3,300
5600 School Board General Supplies	3,421	3,500	3,500
5800 School Board Dues	5,565	5,500	5,500
5110 School Board Secretary Salaries Services	1,819	3,600	3,600
5200 School Board Secretary FICA/Medicare	139	275	275
5200 School Board Secretary State Retirement	203	410	410
5300 Audit Fees	7,519	8,000	8,000
5300 SPED Legal Fees	0	7,000	7,000
5300 Legal Fees	20,971	30,000	30,000
<b>General Administration Services</b>	<b>41,513</b>	<b>61,585</b>	<b>61,585</b>
<b>Difference From Previous Budget</b>			<b>0</b>
<b>Percentage Difference From Previous Budget</b>			<b>0.00%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**DISTRICT - WIDE**  
**2400 SCHOOL ADMINISTRATION SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5100	IT Director Salary	0	0	0
5200	IT Director Health & Dental Insurance	0	0	0
5200	IT Director Life & Disability	0	0	0
5200	IT Director FICA/Medicare	0	0	0
5200	IT Director State Retirement	0	0	0
5300	Contracted Services	0	0	0
5500	Clerical Staff Development	3,040	10,000	10,000
<b>School Administration Services</b>		<b>3,040</b>	<b>10,000</b>	<b>10,000</b>
<b>Difference From Previous Budget</b>				<b>0</b>
<b>Percentage Difference From Previous Budget</b>				<b>0.00%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**DISTRICT - WIDE**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110 Custodial & Maintenance Supervisor Salary	82,400	84,872	87,418
5110 District Wide Maintenance Salary	43,816	43,971	45,219
5110 Custodial Substitutes Salaries	11,158	20,000	20,000
5110 Custodial Overtime Salaries	27,051	30,000	30,000
5200 Custodial & Maintenance Health & Dental Insurance	40,301	41,183	34,629
5200 Custodial & Maintenance Life & Disability	960	648	660
5200 Custodial & Maintenance FICA/Medicare	10,173	11,387	11,677
5200 Custodial & Maintenance State Retirement	14,319	14,392	18,649
5500 Property Insurance	109,593	110,952	113,839
5400 District Wide Maintenance and Contracts	97,746	139,711	139,711
5400 Trash Removal	42,974	50,000	50,000
5400 Lawn Care	0	0	0
5400 Performance Lease	0	0	133,565
5400 Grounds Equipment	10,767	4,000	4,000
5700 Care/Upkeep Equipment	2,471	0	0
5600 Maintenance Supplies and Uniforms	17,636	0	0
5300 Maintenance Contracted Services	(5,000)	0	0
5400 Maintenance Contingency	0	223,872	0
5400 Vehicle Maintenance	90	1,000	1,000
<b>Custodial &amp; Maintenance Services</b>	<b>506,457</b>	<b>775,988</b>	<b>690,367</b>
<b>Difference From Previous Budget</b>			<b>(85,621)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-11.03%</b>

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**GENERAL FUND FY 2021-2022 APPROVED BUDGET**

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**DISTRICT - WIDE**

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**2700 TRANSPORTATION SERVICES**

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ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5500	Regular Transportation	406,432	448,508	461,963
5500	Gas for District Vehicles	1,855	4,120	4,120
5500	SPED Transportation	519,016	615,329	615,329
<i>Transportation Services</i>		927,302	1,067,957	1,081,412
<i>Difference From Previous Budget</i>				13,455
<i>Percentage Difference From Previous Budget</i>				1.26%

**GENERAL FUND FY 2021-2022 APPROVED BUDGET****DISTRICT - WIDE****2900 OTHER SUPPORT SERVICES**

ACCT		19-20	21-22
NUMBER	DESCRIPTION	ACTUAL	20-21 BUD APPROVED
5300	Contracted Technical Support	168,595	167,050 159,050
5600	Technology Supplies	1,900	2,000 2,000
5600	Technology Software	63,198	87,350 87,350
5700	Technology Computer Hardware	112,895	190,163 45,751
5110	Sick Day BB & Early Retirement	47,831	82,601 81,817
5200	Retiree Health Insurance	130,162	109,431 119,902
5200	Retiree FICA/Medicare	4,195	6,207 6,259
5200	Retiree State Retirement	5,200	13,972 15,844
5200	Course Reimbursement	66,307	70,000 70,000
5200	Workshop Reimbursement	14,426	20,000 20,000
5200	Unemployment Compensation Expense	7,692	14,000 14,000
5200	Workers' Compensation Insurance	47,228	99,824 85,490
<b>Other Support Services</b>		<b>669,628</b>	<b>862,598 707,463</b>
<b>Difference From Previous Budget</b>			<b>(155,135)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-17.98%</b>

**2990 OTHER CONTINGENCY**

NUMBER	DESCRIPTION	ACTUAL	20-21 BUD	APPROVED
5002	Other - Contingency	0	0	0
<b>Other Support Services</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Difference From Previous Budget</b>				<b>0</b>
<b>Percentage Difference From Previous Budget</b>				<b>0.00%</b>

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**GENERAL FUND FY 2021-2022 APPROVED BUDGET****DISTRICT - WIDE**

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**5100 DEBT SERVICES**

ACCT		19-20	21-22
NUMBER	DESCRIPTION	ACTUAL	20-21 BUD APPROVED
5100	Bond - Interest	606,530	635,336 669,020
5100	Bond - Principal	1,240,480	1,196,622 1,206,393
<i>Debt Services</i>		1,847,010	1,831,958 1,875,412
<i>Difference From Previous Budget</i>			43,454
<i>Percentage Difference From Previous Budget</i>			0.00%

**GENERAL FUND FY 2021-2022 APPROVED BUDGET****DISTRICT - WIDE****5200 FOOD SERVICES**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5221 Transfer to Food Service	22,388	30,000	30,000
<i>Food Services</i>	22,388	30,000	30,000
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%

<i>District - Wide</i>	4,658,423	5,290,042	5,045,658
<i>Difference From Previous Budget</i>			(244,384)
<i>Percentage Difference From Previous Budget</i>			-4.62%

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

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**SCHOOL ADMINISTRATIVE UNIT**  
**2320 SAU Salaries and Benefits**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110 Certified Salaries	0	0	473,503
5110 Non-Certified Salaries	0	0	218,445
5200 Certified Health and Dental Insurance	0	0	146,973
5200 Non-Certified Health and Dental Insurance	0	0	66,085
5200 Certified Life & Disability	0	0	5,813
5200 Non-Certified Life & Disability	0	0	1,030
5200 Certified FICA& Medicare	0	0	36,223
5200 Non-Certified FICA & Medicare	0	0	16,711
5200 Certified State Retirement	0	0	68,618
5200 Non-Certified State Retirement	0	0	30,713
<b>SAU Salaries and Benefits</b>	<b>0</b>	<b>0</b>	<b>1,064,114</b>
<b>Difference From Previous Budget</b>			<b>1,064,114</b>
<b>Percentage Difference From Previous Budget</b>			<b>0.00%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**SCHOOL ADMINISTRATIVE UNIT**  
**2321 GEN ADMIN**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5200	Course Reimbursement	0	0	13,500
5200	Staff Development	0	0	3,900
5300	SAU Assessment	978,113	1,048,000	0
5500	Travel	0	0	11,213
5500	Conference Expenses	0	0	8,000
5600	Books and Subscriptions	0	0	800
5800	Professional Dues	0	0	11,372
<b>General Administration</b>		<b>978,113</b>	<b>1,048,000</b>	<b>48,784</b>
<b>Difference From Previous Budget</b>				<b>(999,216)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-95.35%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**SCHOOL ADMINISTRATIVE UNIT**  
**2322 OTHER SUPPORT SERVICES**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5300	Meeting Expenses	0	0	3,000
5300	Superintendent Moving Expenses	0	0	15,000
5300	Accounting Software Support	0	0	18,740
5500	Advertisements	0	0	3,600
5700	Computer Hardware	0	0	7,000
5800	Bank Service Charges	0	0	4,000
<b>Other Support Services</b>		<b>0</b>	<b>0</b>	<b>51,340</b>
<b>Difference From Previous Budget</b>				<b>51,340</b>
<b>Percentage Difference From Previous Budget</b>				<b>0.00%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**SCHOOL ADMINISTRATIVE UNIT**  
**2323 OPERATIONS**

ACCT NUMBER	DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5400	Contracted Services	0	0	57,900
5400	Copier Lease	0	0	5,412
5500	Postage	0	0	6,500
5600	Supplies	0	0	11,000
<b>Operations</b>		<b>0</b>	<b>0</b>	<b>80,812</b>
<b>Difference From Previous Budget</b>				<b>80,812</b>
<b>Percentage Difference From Previous Budget</b>				<b>0.00%</b>

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**GENERAL FUND FY 2021-2022 APPROVED BUDGET**

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**SCHOOL ADMINISTRATIVE UNIT**

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**2324 INSURANCE**

ACCT		19-20		21-22
NUMBER	DESCRIPTION	ACTUAL	20-21 BUD	APPROVED
	5200 Workers Compensation Insurance	0	0	2,698
<i>Insurance</i>		0	0	2,698
<i>Difference From Previous Budget</i>				2,698
<i>Percentage Difference From Previous Budget</i>				0.00%

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**SCHOOL ADMINISTRATIVE UNIT**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5110 Custodial Salary	0	0	12,133
5200 Custodial FICA & Medicare	0	0	928
5200 Custodial State Retirement	0	0	1,706
5600 Supplies	0	0	300
5400 Water and Sewer	0	0	1,300
5500 Telephone	0	0	1,740
5500 Internet Access	0	0	1,523
5600 Propane	0	0	4,500
5600 Electricity	0	0	7,500
5400 Plant Maintenance	0	0	5,300
5400 Maintenance Repairs	0	0	1,000
5700 Maintenance Equipment	0	0	1,500
5500 Property Insurance	0	0	3,557
<b>Custodial &amp; Maintenance Services</b>	<b>0</b>	<b>0</b>	<b>42,987</b>
<b>Difference From Previous Budget</b>			<b>42,987</b>
<b>Percentage Difference From Previous Budget</b>			<b>0.00%</b>

**GENERAL FUND FY 2021-2022 APPROVED BUDGET**  
**SCHOOL ADMINISTRATIVE UNIT**  
**2990 OTHER CONTINGENCY**

ACCT NUMBER DESCRIPTION	19-20 ACTUAL	20-21 BUD	21-22 APPROVED
5002 Other - Contingency	0	0	2,000
<i>Other Support Services</i>	0	0	2,000
<i>Difference From Previous Budget</i>			2,000
<i>Percentage Difference From Previous Budget</i>			0.00%

<i>District - Wide</i>	978,113	1,048,000	1,292,735
<i>Difference From Previous Budget</i>			244,735
<i>Percentage Difference From Previous Budget</i>			23.35%

Superintendent	1.0	1.0
Assistant Superintendent	1.0	1.0
Business Administrator	1.0	1.0
Special Education Director	1.0	1.0
Human Resources	1.0	1.0
Payroll/Accounts Payable	1.0	1.0
Receptionist	1.0	1.0
Special Education Secretary	1.0	1.0
Administrative Assistant	1.0	1.0
Special Education Liasion	1.0	1.0

**GENERAL FUND FY 2021-2022 APPROVED BUDGET  
SUMMARY**

SCHOOL ID #	DESCRIPTION	19-20	20-21 BUD	21-22
		ACTUAL		APPROVED
13	Maple Wood Elementary	4,402,348	5,200,459	4,138,011
11 and 14	Idlehurst Elementary - Preschool	4,648,756	4,990,488	4,803,664
21	Middle School	4,741,815	5,121,722	5,007,102
31	High School	5,423,567	6,114,415	6,061,562
33	Career Technical Center	1,200,228	1,282,116	1,331,791
34	SAU Budget	978,113	1,048,000	1,292,735
90	District Wide	4,658,423	5,290,042	5,045,658
	<b>Total</b>	<b>26,053,251</b>	<b>29,047,242</b>	<b>27,680,522</b>

<b>Summary</b>	<b>26,053,251</b>	<b>29,047,242</b>	<b>27,680,522</b>
<b>Difference From Previous Budget</b>			<b>(1,366,720)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-4.71%</b>