



Jules Bisson Park



Noble Pines Park / Splash Pad



Mast Point Dam—Boat Launch & Trails



Millennium Park / Dog Park

# CITY of SOMERSWORTH

Proposed Budget  
Fiscal year 2022-2023

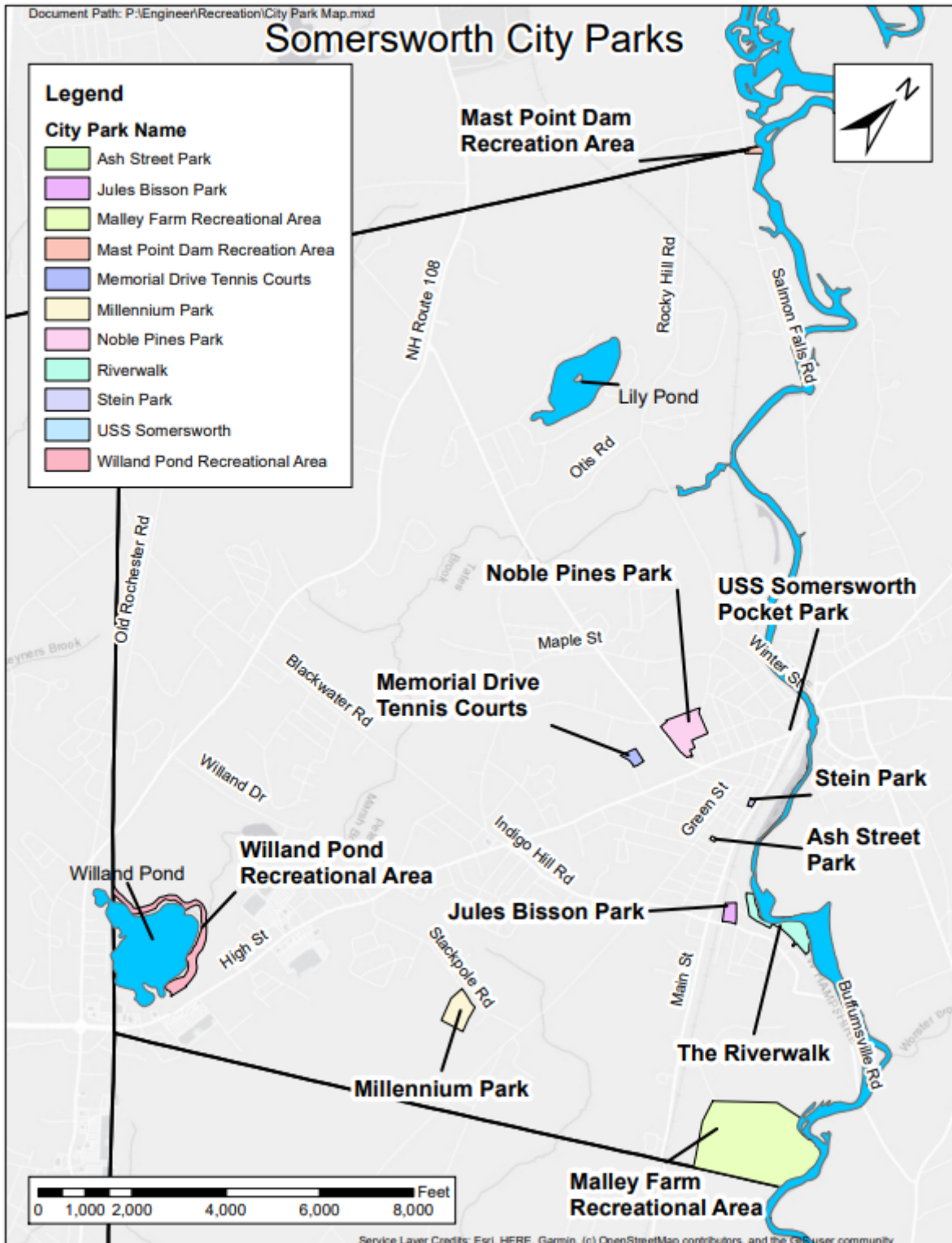
*“Proud Past, Bright Future”*

# Somersworth City Parks

## Legend

### City Park Name

- Ash Street Park
- Jules Bisson Park
- Malley Farm Recreational Area
- Mast Point Dam Recreation Area
- Memorial Drive Tennis Courts
- Millennium Park
- Noble Pines Park
- Riverwalk
- Stein Park
- USS Somersworth
- Willand Pond Recreational Area



# CITY OF SOMERSWORTH FISCAL YEAR 2022–2023



## *Proposed Budget*

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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

**Lori Lane**  
Superintendent, SAU 56

**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

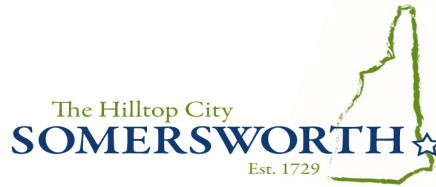
**Richard R. Michaud**  
Councilor  
Ward 5

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

**Nancie Cameron**  
Councilor  
At-Large

**Matt Gerding**  
Councilor  
At-Large

**Denis Messier**  
Councilor  
At-Large



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**March 15, 2022**

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 2022-2023. 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 2022-2023 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 **\$2,544,173**. The budget I am presenting for your consideration is estimated to increase real estate tax revenue by **\$1,636,892**, which is **\$907,000** less than that allowed under this section of the City Charter. This year's CPI is substantially higher than what we have seen in recent years, and this is due to a fairly recent spike in inflation the second half of 2021. This year's budget has been proposed to continue important municipal and school services without spending to the limit of the Tax Cap in effort to mitigate the tax rate impact that spending to the limit of the tax cap would cause. 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**

I am pleased to report that revenues continue to hold steady, and actually have increased in some areas such as building permits, motor vehicle permits, and NH meals and rooms distribution. We raised concern last budget year that meals and rooms distribution could see a significant reduction, but to the contrary we realized a substantial increase of approximately \$270,000.

The main drivers of increase to this year's budget proposal are debt service and capital lease payments. After years of planning the City finally put a plan in motion to replace the Somersworth Fire Station. A bond issue in the amount of \$7,700,000 was approved by City Council on July 13, 2020 and issued in early 2022. It was issued in the Spring of 2022 to time the initial payments starting in FY2023 due to an expiring bond issue to build a new Police Station. Although there is an increase in our debt service payments, the full impact is mitigated by the reduction of the other expired debt.



The Capital Lease budget is increasing due to a lease agreement made for the lease/purchase of a new Fire/Pumper truck. The City secured the funds for a lease/purchase in August of 2021, with the first installment of a seven-year agreement due in FY2023. The City was able to use the lease/purchase funding to pre-pay for the vehicle saving the City over \$22,000 on the cost of the truck. As part of that pre-pay agreement, the manufacturer provided the City with a performance bond for the full value of the truck. Alternatively, we would have needed to make an escrow agreement with the lease company which would have a cost to the City in addition to paying the full cost of the vehicle.

The Wastewater Treatment Facility upgrade is substantially complete, and included in the FY2023 proposed budget is the first principal and interest payment due on the \$12,440,000 State Revolving Loan used to fund the improvements. The first-year principal and interest due is still only an estimate, provided by the State Department of Environmental Services, and is \$979,645. We may want to review future rates, but our current rate structure and fund surplus is more than sufficient to absorb this increase in the near term.

I would like to point out a change in personnel recommended in this budget proposal. I am recommending a new position, Planning Technician, in the Department of Development Services. This is proposed to be a full-time position, starting on or about January 1, 2023. The intent is to offset this cost by not filling the Economic Development Manager position after an anticipated retirement, with those duties being absorbed by the City Manager and the Director of Development Services. The Planning Technician will provide technical support to the Director of Development Services and the Planning Board. I am pleased to discuss this proposal in more detail during the budget deliberations.

### **Capital Improvements**

We are well underway, and/or near completion on a number of major capital improvement projects, which I will mention briefly as follows:

- Cemetery Road complete streets – approximately 80% complete, expect to complete in the Spring of 2022.
- Fire Station – construction underway for Phase 1, as of the writing of this transmittal letter Phase 1 is close to being weather tight and the interior work will begin shortly.
- Wastewater Treatment Facility upgrade is substantially complete and we are working on the final punch list and closing out this project.
- Rocky Hill Road Culvert is out to bid at this moment and is planned for Summer 2022.
- FY 2021 Road Resurfacing is complete, and the FY 2022 Road Resurfacing program has recently been awarded and is expected to begin in the Spring of 2022.
- The Main Street and Constitutional Way complete streets projects are currently under design and we anticipate should be ready for bid shortly. Our plan is to have these projects “shovel ready” in the event there are grant or other funding opportunities for these projects.
- We completed the initial phase of the assessment on the Library. The City’s consultant on this project provided the results of this assessment to the City Council, and based on the results of the assessment, this budget proposal is recommending we advance this project and refine the details of improvements recommended and develop specific cost estimates for the construction of this project.

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 with 1 unit to be replaced, as well as continuing the undercover police vehicle replacement program with 1 new vehicle. Under the current FY 22 budget we were able to replace 2 police cruisers and 1 undercover police vehicle.

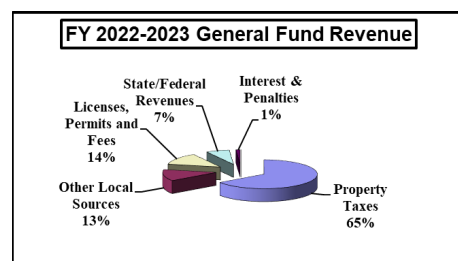
### **Budget**

The General Fund proposed budget reflects an increase of \$933,153 or 6.49% compared to the prior year's approved budget. The enterprise funds reflect an increase of \$1,292,606 or 20.53% as a whole.

### **Revenues**

Fiscal Year 2022-2023 proposed City General Fund appropriations will be supported from the following revenue sources:

- \$10,135,908 in Municipal Property Taxes
- \$2,094,975 in Licenses, Permits and Fees
- \$1,095,185 in Intergovernmental
- \$ 200,000 in Interest and Penalties
- \$1,985,175 in Other Local Sources



Based on prior and current year activity, I have increased estimated revenue from building permits and motor vehicle permits. This budget also proposes to utilize \$50,000 from the sidewalk Capital Reserve Fund to support sidewalk improvements, and a transfer of \$55,000 from the Cable Fund to support the phase II Library assessment project. Finally, I have increased the use of fund balance to reduce property taxes which I will speak to in greater detail later in this transmittal letter. As is evident by the information above, the single largest revenue source for general fund operations continues to be property taxes.

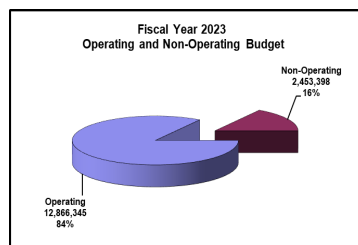
### **General Fund Appropriations:**

Total appropriations proposed for the General Fund are \$15,319,151, representing an increase of 6.49% as compared to the Fiscal Year 2022 Adopted Budget.

Salaries and benefits have increased \$374,480 or 3.72%, Debt Service and Capital Leases have increased \$306,733 or 32.68%, Capital Outlay has increased \$88,984 or 9%.

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

Total General Fund	FY21 Budget	FY21 Actual	FY22 Budget	FY23 Proposed	Percent
<b><u>Salaries and Benefits</u></b>					
Salaries	\$5,452,233	\$5,378,880	\$5,655,885	\$5,896,875	4.26%
Overtime	\$317,250	\$423,141	\$351,750	\$381,750	8.53%
Other Pay	\$206,354	\$230,226	\$226,916	\$237,661	4.74%
Health/Dental Insurance	\$1,733,641	\$1,633,719	\$1,728,346	\$1,758,002	1.72%
Retirement	\$1,188,059	\$1,218,063	\$1,488,975	\$1,557,145	4.58%
Workers Compensation	\$232,447	\$177,874	\$238,918	\$217,696	-8.88%
Other Benefits	\$356,089	\$339,614	\$364,827	\$380,968	4.42%
<b>Total Salaries and Benefits</b>	<b>\$9,486,073</b>	<b>\$9,401,517</b>	<b>\$10,055,617</b>	<b>\$10,430,097</b>	<b>3.72%</b>
<b><u>Other Operating</u></b>					
Telephone and Utilities	\$289,375	\$251,916	\$294,169	\$297,039	0.98%
Contracted Services	\$280,774	\$237,925	\$251,274	\$277,174	10.31%
Civic Promotions/Community Support	\$120,830	\$122,991	\$120,830	\$123,330	2.07%
Contingency	\$76,000	\$15,077	\$75,000	\$75,000	0.00%
Direct Assistance	\$150,500	\$58,851	\$148,000	\$148,000	0.00%
Other Operating	\$1,391,612	\$1,207,540	\$1,380,547	\$1,515,113	9.75%
<b>Total Other Operating</b>	<b>\$2,309,091</b>	<b>\$1,894,300</b>	<b>\$2,269,820</b>	<b>\$2,435,656</b>	<b>7.31%</b>
<b>Total Operating</b>	<b>\$11,795,164</b>	<b>\$11,295,817</b>	<b>\$12,325,437</b>	<b>\$12,865,753</b>	<b>4.38%</b>
<b><u>Capital and Debt</u></b>					
Debt Service/Leases	\$883,046	\$883,035	\$938,505	\$1,245,238	32.68%
Capital/Road Maintenance	\$1,203,269	\$1,108,932	\$978,475	\$1,067,459	9.09%
Transfers to Other Capital Funds	\$131,081	\$131,081	\$143,581	\$140,701	-2.01%
<b>Total Capital and Debt</b>	<b>\$2,217,396</b>	<b>\$2,123,048</b>	<b>\$2,060,561</b>	<b>\$2,453,398</b>	<b>19.06%</b>
<b>Total General Fund Budget</b>	<b>\$14,012,560</b>	<b>\$13,418,865</b>	<b>\$14,385,998</b>	<b>\$15,319,151</b>	<b>6.49%</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	\$240,990
Health Insurance Increases	\$ 29,656
NH State Retirement	\$ 68,170
Wage related benefits (FICA, W/C, etc.)	<u>\$ 35,664</u>
Subtotal	\$374,480

*Changes due to City Council action:*

Net change in Debt Service	\$170,055
Net change in Lease Payments	<u>\$136,768</u>
Subtotal	<u>\$306,823</u>

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

Fire – Replace Jaws of Life	\$ 35,000
Down-payment on Vehicle Leases	\$ 20,000
Fire – Thermal Imaging Camera	\$ 11,308
Jules Bisson Basketball Court	\$ 20,000
Police – Server Replacement	\$ 26,151
Library Building Assessment – Phase II	<u>\$ 55,000</u>
Subtotal	<u>\$167,459</u>

**Water Fund**

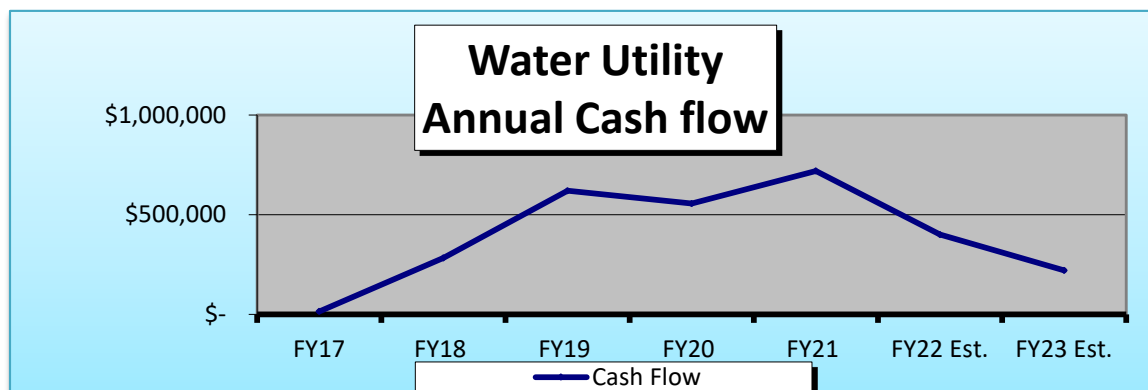
The total appropriations recommended for the Water Fund reflects an increase of \$356,167 or 11.18%.

The Water Fund opened FY2022 with a cash surplus of \$4,102,008, and as of the end of February it was \$4,485,390. At this time, there are no scheduled increases to the Water rates.

Changes of note are:

- This proposed budget includes \$154,500 to replace the roof on the Noble Pines Water Tank. This was reflected in the City's FY2023-2028 Capital Improvement Program.
- This proposed budget includes \$172,500 for engineering to design the replacement of a section of water main on Main Street. This was reflected in the City's FY2023-2028 Capital Improvement Program.
- This proposed budget includes \$100,000 for an evaluation of the Water Treatment Plant to be used for future Capital Improvements that may be required. This was reflected in the City's FY2023-2028 Capital Improvement Program.

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





### Sewer Fund

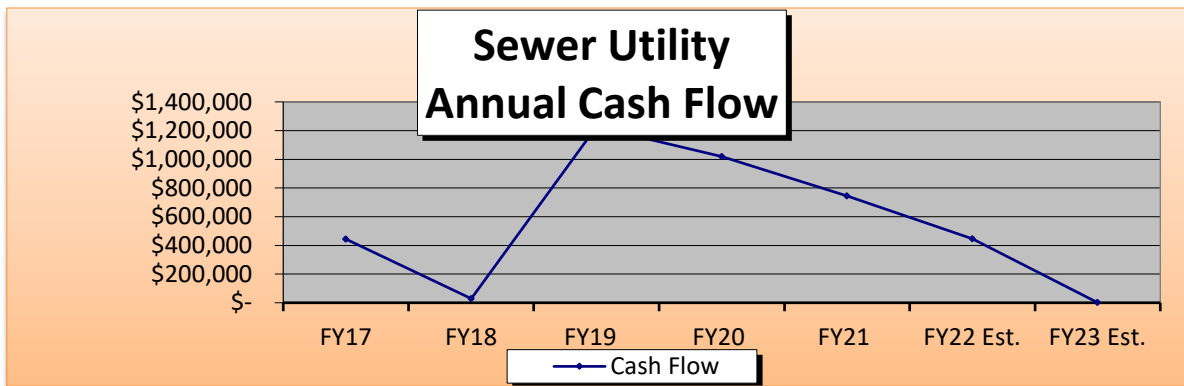
The total appropriations recommended for the Sewer Fund reflects an increase of \$886,455 or 35%.

The Sewer Fund opened FY2022 with a cash surplus of \$4,846,647 and as of the end of February it was approximately \$5,688,643. At this time, there are no scheduled increases to the Wastewater rates.

Changes of note are:

- The Wastewater Treatment Facility upgrade is substantially complete, and the first-year payment of the State Revolving Loan is due. The State has provided an estimated first-year payment of principal and interest in a total amount of \$979,545.

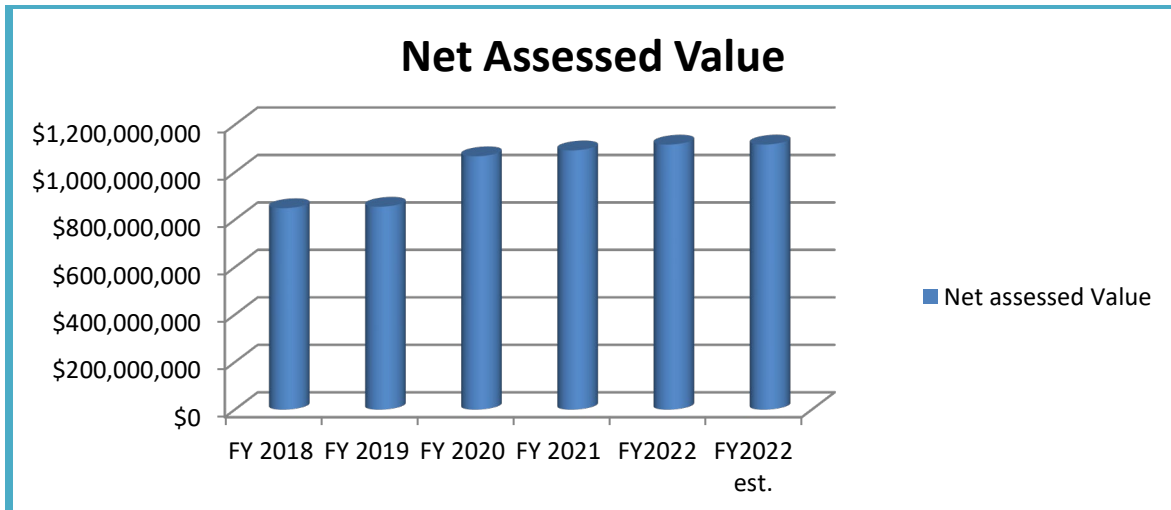
The graph is a visual depiction of the annual cash flow for the sewer utility.



### 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 \$1,116,699,095 an increase of 2.24% over the previous year.

The following is a chart listing the City's un-equalized net assessed value since FY2018:



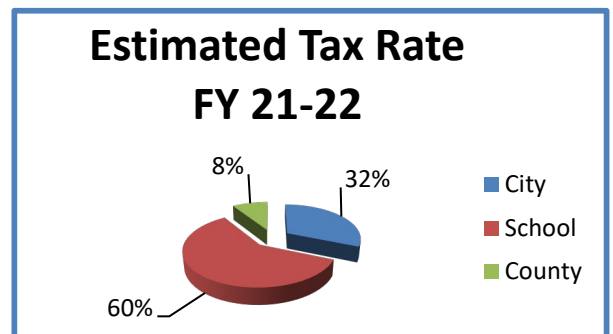
### School Department Budget

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 \$1.43 (One dollar Forty-Three cents) or 5.19%.

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.

	FY2022 Adopted	FY2023 Proposed
Average residential home in Somersworth = \$250,000	Budget	Budget
Tax rate per \$1,000 Assessed Value	27.53	28.96
Property Taxes	\$6,883	\$7,240
Rate Change from FY2022		\$357
% Change from FY2022		5.19%

### **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, 2021 was \$6,088,310. 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 **12.08%**, which is within the goal as laid out in the policy. Based on this level of fund balance, I am comfortable in recommending the use of \$1,050,000 to reduce the impact of the budget on the tax rate.

### **Summary**

The Fiscal Year 2022-2023 proposed budget continues to maintain vital City services, and focus on continued improvements to our infrastructure. It also has been drafted to meet these goals and refrain from simply spending to the tax cap and trying to maintain as little impact to the tax rate without affecting these services.

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 2022-2023 Budget Proposal with you.

Respectfully submitted,

Robert M. Belmore  
City Manager

*"Proud Past, Bright Future"*

**Analysis of Tax Cap - Estimate for FY2023 Budget Year**  
**City of Somersworth, NH**

	City Portion	School Portion	State Portion	County Portion	Total
A. Prior Fiscal Year Net Amount Raised By Taxes (FY2022 Actual Levy)	9,625,162	16,279,937	1,981,798	2,814,651	30,701,548
B. Multiplied by the National CPI-U	4.70%	4.70%	4.70%	4.70%	4.70%
<b>C. Subtotal (A x B)</b>	452,383	765,157	93,145	132,289	1,442,973
D. Prior April 1 to March 31 Net Construction Value (estimated)	40,000,000	40,000,000	40,000,000	40,000,000	40,000,000
E. Multiplied by Prior Fiscal Year Tax Rate/1,000 of Value (Actual)	8.62	14.58	1.81	2.52	27.53
<b>F. Subtotal (D x E)</b>	344,800	583,200	72,400	100,800	1,101,200
<b>G. Increase Allowed for FY2023 Tax Levy (C + F)</b>	<b>797,183</b>	<b>1,348,357</b>	<b>165,545</b>	<b>233,089</b>	<b>2,544,173</b>
<b>H. FY2023 Amount allowed to be Raised by Taxes (Capped Tax Levy) (A + G)</b>	<b>10,422,345</b>	<b>17,628,294</b>	<b>2,147,343</b>	<b>3,047,740</b>	<b>33,245,721</b>
I. FY2023 Estimated Amount Adopted to be Raised by Taxes	10,127,316	17,763,220	1,500,784	2,947,120	32,338,440
J. Variance between estimated and capped tax levy (H -I)	295,029	(134,926)	646,559	100,620	907,281
K. Amount required to be absorbed by City and School	100,620	646,559	(646,559)	(100,620)	0
<b>L. Amount of Budget Adjustment Required for FY2021 (J +K)</b>	<b>395,648</b>	<b>511,632</b>	<b>0</b>	<b>0</b>	<b>\$907,280</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:** 2011 to 2021

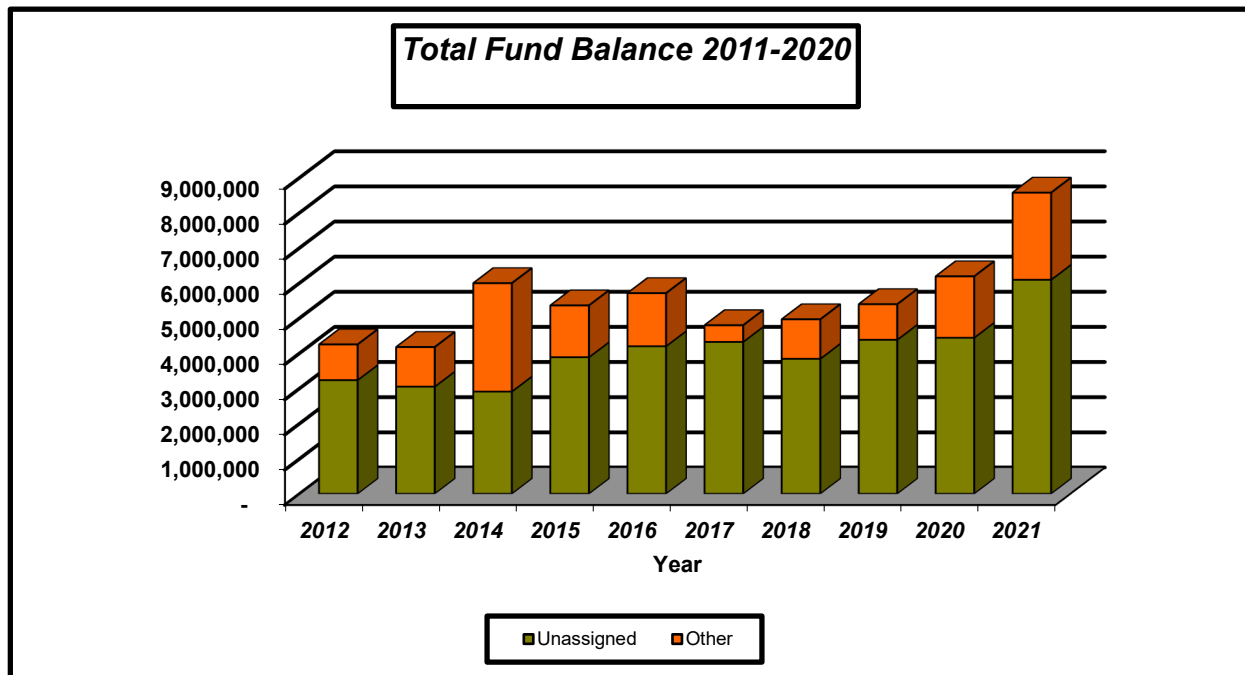
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
2011	220.223	221.309	223.467	224.906	225.964	225.722	225.922	226.545	226.889	226.421	226.230	225.672	224.939
2012	226.665	227.663	229.392	230.085	229.815	229.478	229.104	230.379	231.407	231.317	230.221	229.601	229.594
2013	230.280	232.166	232.773	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
2021	261.582	263.014	264.877	267.054	269.195	271.696	273.003	273.567	274.310	276.589	277.948	278.802	270.970

Total CPI

4.7%

## General Fund Total Fund Balance

<u>Fiscal Year</u>	<u>Unassigned</u>	<u>Other</u>	<u>Total Fund Balance</u>
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	6,088,310	2,481,002	8,569,312

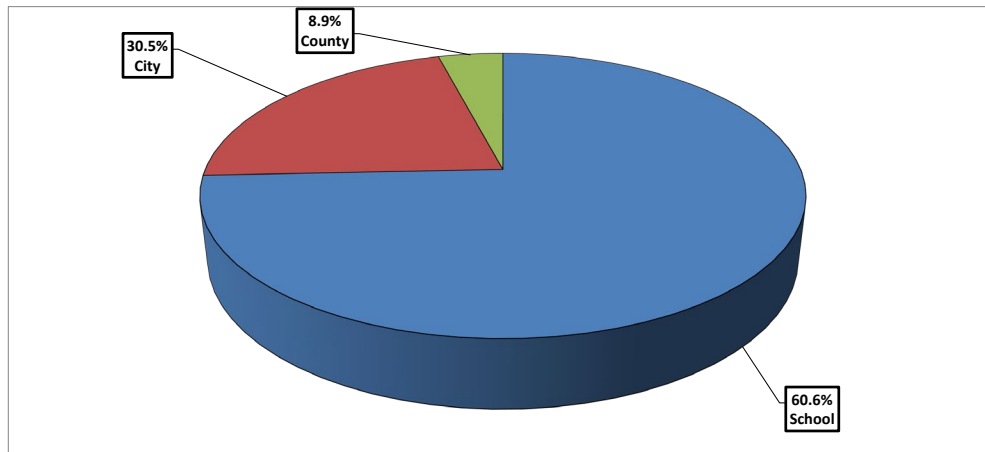


## 2022/23 Tax Rate Estimate

CITY PORTION		Estimated FY22-23 Tax Rate	FY21-22 Tax Rate	Change
Gross Appropriations	22,160,825			
Less: Revenues	12,322,009			
Less: Shared Revenues	-			
Add: Overlay	50,000			
Add: War Service Credits	238,500			
Net Town Appropriation	10,127,316	9.07	8.62	0.45
SCHOOL PORTION				
Net Local School Budget	27,123,142			
Less: Equitable Education Grant	7,859,138			
Less: State Education Taxes	1,500,784			
Net School Tax Total	17,763,220	15.89	14.58	1.31
STATE EDUCATION TAXES				
Equalized Valuation (no utilities)	1,500,784			
Net State Education Total	1,500,784	1.37	1.81	(0.44)
COUNTY PORTION				
Due to County	2,947,120			
Less: Shared Revenue	-			
Net County Total	2,947,120	2.64	2.52	0.12
Total Tax Rate		28.96	27.53	1.43
Total Property Taxes Assessed		32,338,440		
Less: War Service Credits		(238,500)		
Total Property Tax Commitment		32,099,940		

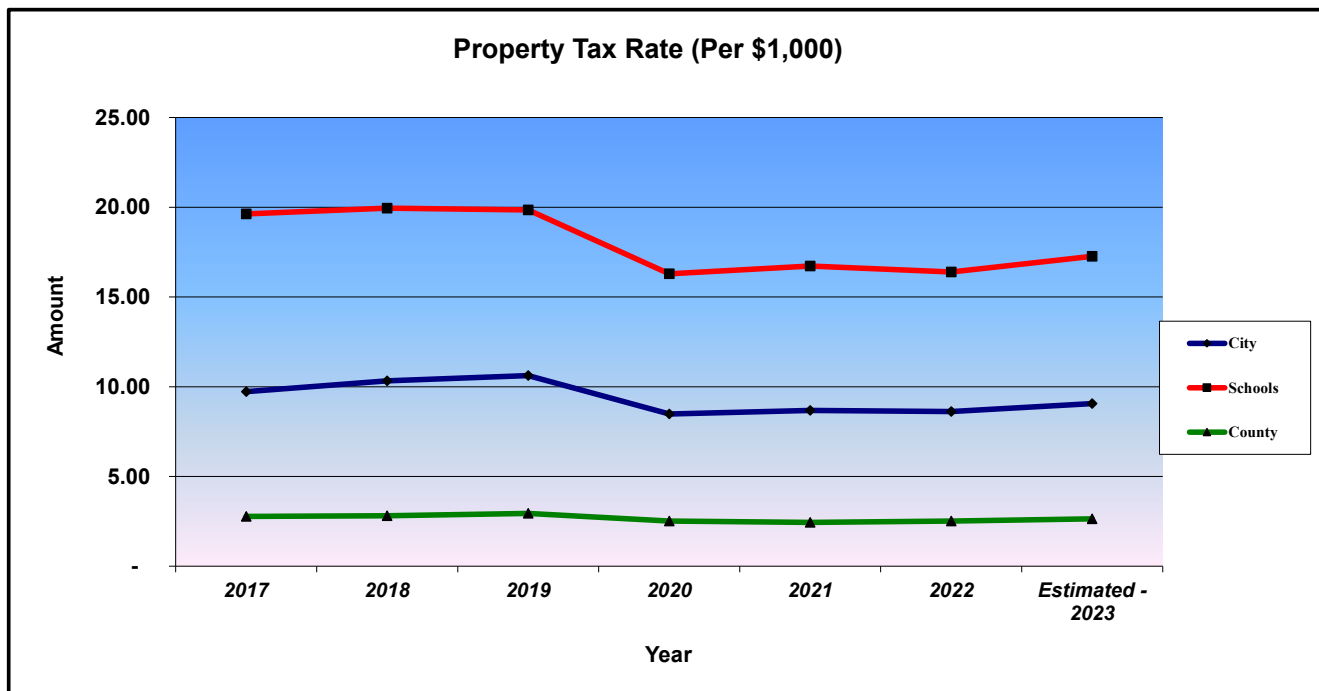
### Net Assessed Valuation (Estimate)

State Education Taxes (No utilities)	1,095,000,000	1.37	1,500,784.00
All Other Taxes	1,117,700,000	27.60	30,843,244.50
			32,344,028.50



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

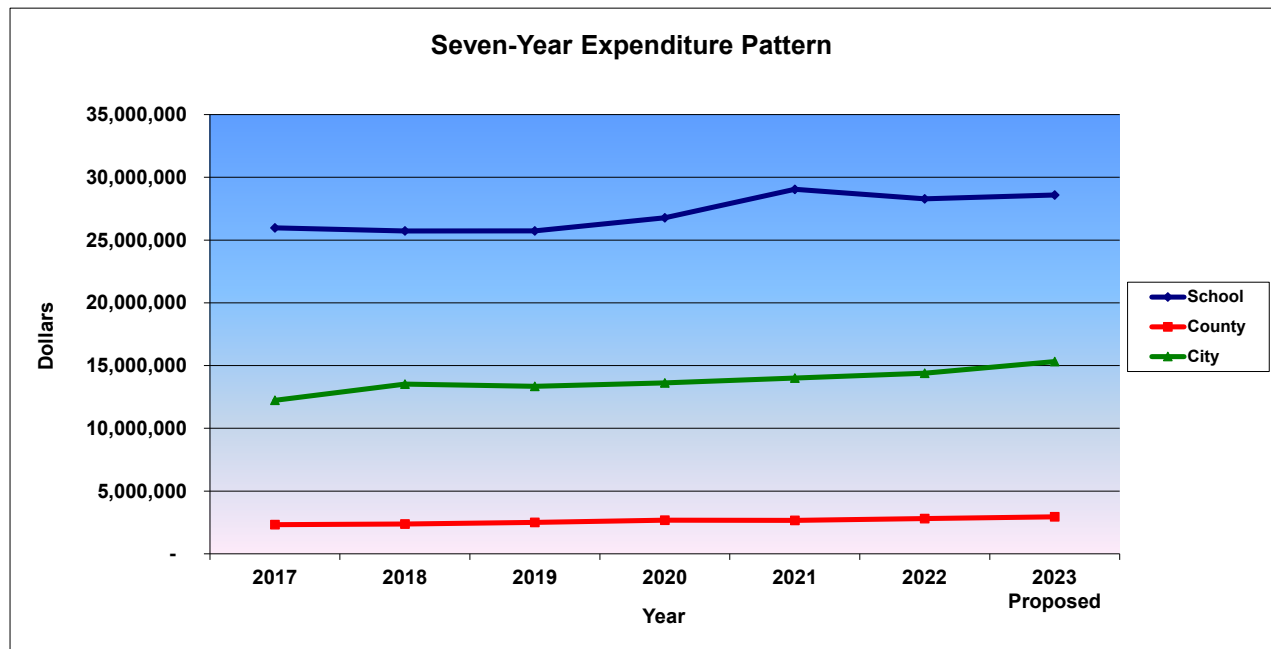
<u>Fiscal Year</u>	<u>City</u>	<u>% of Total</u>	<u>Schools</u>	<u>% of Total</u>	<u>County</u>	<u>% of Total</u>	<u>Total</u>
2017	9.72	30.3%	19.63	61.1%	2.77	8.6%	32.12
2018	10.33	31.2%	19.95	60.3%	2.81	8.5%	33.09
2019	10.62	31.8%	19.85	59.4%	2.94	8.8%	33.41
2020	8.48	31.1%	16.29	59.7%	2.51	9.2%	27.28
2021	8.68	31.2%	16.73	60.1%	2.44	8.8%	27.85
2022	8.62	31.3%	16.39	59.5%	2.52	9.2%	27.53
Estimated - 2023	9.07	31.3%	17.26	59.6%	2.64	9.1%	28.97





## GENERAL FUND EXPENDITURES

	2017	2018	2019	2020	2021	2022	2023 Proposed
<b>Amount</b>							
School	25,973,820	25,725,172	25,726,590	26,772,978	29,047,242	28,280,522	28,596,753
County	2,322,885	2,382,236	2,509,614	2,676,395	2,663,741	2,814,651	2,947,120
City	12,231,197	13,518,249	13,349,101	13,614,837	14,012,560	14,385,998	15,319,151
<b>Total</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>45,481,171</b>	<b>46,863,024</b>
<b>Dollar Change</b>							
School	292,039	(248,648)	1,418	1,046,388	2,274,264	(766,720)	316,231
County	1,045	59,351	127,378	166,781	(12,654)	150,910	132,469
City	(16,656)	1,287,052	(169,148)	265,736	397,723	373,438	933,153
<b>Total</b>	<b>276,428</b>	<b>1,097,755</b>	<b>(40,352)</b>	<b>1,478,905</b>	<b>2,659,333</b>	<b>(242,372)</b>	<b>1,381,853</b>
<b>Percent Change</b>							
School	0.99%	-0.96%	0.01%	4.067%	8.495%	-2.640%	1.118%
County	4.48%	2.56%	5.35%	6.646%	-0.473%	5.665%	4.706%
City	11.09%	10.52%	-1.25%	1.991%	2.921%	2.665%	6.487%
<b>Total</b>	<b>4.23%</b>	<b>2.71%</b>	<b>-0.10%</b>	<b>3.556%</b>	<b>6.175%</b>	<b>-0.530%</b>	<b>3.038%</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	FY23	FY24	FY25	FY26	FY27	FY28	Totals FY23-FY28
	<b>DEPARTMENT OF DEVELOPMENT SERVICES</b>										
	Planning Technician	G/F Op	II	II	\$96,100	\$0	\$0	\$0	\$0	\$0	\$96,100
	<b>DEPARTMENT OF DEVELOPMENT SERVICES TOTALS</b>				<b>\$96,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$96,100</b>
	<b>CITY MANAGER/FINANCE DEPARTMENT</b>										
E	Full Time Position - Information Technology	G/F Op	II	II	\$0	\$0	\$0	\$92,000	\$0	\$0	\$92,000
	<b>CITY MANAGER/FINANCE DEPARTMENT TOTALS</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$92,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$92,000</b>
	<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>				<b>\$0</b>	<b>\$124,234</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$124,234</b>
	<b>PUBLIC SAFETY - POLICE DEPARTMENT</b>										
H	Full Time Police Officers	G/F Op	I	II	\$0	\$0	\$91,311	\$0	\$0	\$0	\$91,311
H	Part Time Prosecutor	G/F Op	II	III	\$0	\$64,451	\$0	\$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	\$69,521	\$0	\$0	\$69,521
	<b>POLICE DEPARTMENT TOTALS</b>				<b>\$0</b>	<b>\$64,451</b>	<b>\$130,043</b>	<b>\$69,521</b>	<b>\$0</b>	<b>\$0</b>	<b>\$264,015</b>
	<b>DEPARTMENT OF PUBLIC WORKS AND UTILITIES</b>										
	Equipment Operator I	G/F Op	II	III	\$0	\$0	\$53,420	\$0	\$0	\$0	\$53,420
	Water Treatment Plant Operator I	E/F Op	II	III	\$0	\$53,385	\$0	\$0	\$0	\$0	\$53,385
	Lab Technician/Plant Operator	E/F Op	II	III	\$0	\$0	\$0	\$56,507	\$0	\$0	\$56,507
	Assistant Mechanic	G/F Op	II	III	\$0	\$0	\$0	\$0	\$62,691	\$0	\$62,691
	<b>DEPARTMENT OF PUBLIC WORKS AND UTILITIES TOTALS</b>				<b>\$0</b>	<b>\$53,385</b>	<b>\$53,420</b>	<b>\$56,507</b>	<b>\$62,691</b>	<b>\$0</b>	<b>\$226,003</b>
	<b>TOTALS</b>				<b>\$96,100</b>	<b>\$242,070</b>	<b>\$183,463</b>	<b>\$218,028</b>	<b>\$62,691</b>	<b>\$0</b>	<b>\$802,352</b>

DATA ENTRY FORM #A1

Project Title:	<b>Planning Technician</b>				
Department:	Submitted By:	Date:	Priority:	Project Cost:	
<b>Development Services</b>	<b>Michelle Mears</b>	<b>February 22, 2022</b>	<b>II</b>	<b>\$96,100</b>	

Salary and benefits - estimated at \$96,100 assuming hourly wage of \$25 \* 40 hours/week \* 52 weeks

The Part-time Economic Development Manager position would be eliminated, and those duties would be assumed by the Director of Development Services and the City Manager.

Total Project Funds:		FY23	FY24	FY25	FY26	FY27	FY28	Total
Sources:								\$0
General Fund		\$96,100						\$96,100
Bonds/Lease								\$0
Grant								\$0
Enterprise Fund								\$0
Other								\$0
	<b>Totals</b>	\$96,100	\$0	\$0	\$0	\$0	\$0	\$96,100
Commence FY:	Quarter:				<b>Prior Years' Funding</b>			
					<b>Total Project</b>			\$96,100

Project Title:	<b>Full Time Position - Information Technology</b>				
Department:	Submitted By:	Date:	Priority:	Project Cost:	
Finance/Administration	<b>Scott Smith</b>	<b>February 22, 2022</b>	<b>II</b>	<b>\$22,500</b>	

Salary - \$60,000  
Benefits \$32,000

This may decrease the need for outside support and reduce our annual IT contract.

Total Project Funds:		FY23	FY24	FY25	FY26	FY27	FY28	Total
Sources:								\$0
General Fund					\$92,000			\$92,000
Bonds/Lease								\$0
Grant								\$0
Enterprise Fund								\$0
Other								\$0
	<b>Totals</b>	\$0	\$0	\$0	\$92,000	\$0	\$0	\$92,000
Commence FY:	Quarter:				<b>Prior Years' Funding</b>			
					<b>Total Project</b>			\$92,000



## DATA ENTRY FORM #G1

Project Title:	<b>Deputy Fire Chief</b>				
Department:	Submitted By:	Date:	Priority:	Project Cost:	
<b>FIRE</b>	<b>George Kramlinger</b>	<b>February 26, 2021</b>	<b>II</b>	<b>\$124,234</b>	

We are the only major Department without a second in command. The major duties of this position will be: coordinate training; fire safety inspections; incident command in absence of the Fire Chief. In addition, this position will insure that there is a chief officer in the city 24/7. Our peers have the following number of chief officer positions beneath the Fire Chief:

Dover:	4
Durham:	2
Portsmouth:	2
Rochester:	4
Claremont:	1
Lebanon:	1
Berlin:	1 (currently vacant due to budget cut)

Total Project Funds:			FY23	FY24	FY25	FY26	FY27	FY28	Total
Sources:									\$0
General Fund				\$124,234					\$124,234
Bonds/Lease									\$0
Grant									\$0
Enterprise Fund									\$0
Other									\$0
	<b>Totals</b>		\$0	\$124,234	\$0	\$0	\$0	\$0	\$124,234
Commence FY:		Quarter:				<b>Prior Years' Funding</b>			
							<b>Total Project</b>		\$124,234

Project Title:	<b>Full Time Police Officers</b>			
Department:	Submitted By:	Date:	Priority:	Project Cost:
<b>Police</b>	<b>Chief David Kretschmar</b>	<b>January 15, 2022</b>	<b>II</b>	<b>\$91,311</b>

(1) New Police FY 25

Costs for each Officer:

1. Wages - Hire Step: \$48,318.40 each
  2. Employer Costs : \$18,563.93 each
  3. Insurances: \$21,184.00 (assuming 2 Person Plans)
- Total Wages/Employer Costs/Insurances = \$88,066.33 each

Uniform/Equipment Costs: \$3,245.00

Total Cost to City = \$91,311.33 each

**JUSTIFICATION:** See the attached "Somersworth Police Strategic Staffing Plan - Police Officer"

Total Project Funds:		<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>	<b>FY28</b>	<b>Total</b>
Sources:								\$0
General Fund				\$91,311				\$91,311
Bonds/Lease								\$0
Grant								\$0
Enterprise Fund								\$0
Other								\$0
	<b>Totals</b>	\$0	\$0	\$91,311	\$0	\$0	\$0	\$91,311
Commence FY:	Quarter:				<b>Prior Years' Funding</b>			
					<b>Total Project</b>			\$91,311

Project Title:	<b>Part Time Prosecutor</b>				
Department:	Submitted By:	Date:	Priority:	Project Cost:	
<b>Police</b>	<b>Chief David Kretschmar</b>	<b>January 15, 2022</b>	<b>II</b>	<b>\$64,451</b>	

Part Time Prosecutor (32 Hours Per Week)

Salary Range = \$49,920.00 to \$58,240.00 -- Employer Costs: \$5,323.07 to \$6,211.30

Total Cost to City: \$55,243.07 to \$64,451.30

**Justification:** Currently the Department employs a part time contracted civilian prosecutor at \$20,000 per year. His job is essentially to try misdemeanor cases at the District Court level. The remainder of prosecution work falls on a police officer that has been trained as a Police Prosecutor, who processes paperwork, issues subpoenas, prosecutes violation level offenses in District Court, handles Administrative License Suspension Hearings.

Again, I will use Dover and Rochester Police Departments for comparison. Dover PD has a part time 32 hour a week Police Officer as Prosecutor, though he is retiring shortly. They have a part time legal assistant that is responsible for filing paperwork, completing complaints and other filings, and a full time records clerk that is responsible for discovery requests. Finally, the Prosecution section of the Dover Police Department has a full time Victims/Witness Advocate assigned to the office.

The Rochester Police Department has a full time civilian attorney who is also the Deputy City Attorney at a salary range of \$68,988-\$92,694. A part time Police Officer works 32 hours a week handling Juvenile Prosecution and 2 full time legal assistants.

I propose hiring a part time civilian prosecutor at 24-32 hours per week with a salary range of \$48,338-\$64,451.00 along with a part time civilian clerk at 32 hours per week with a salary of \$38,732.00.

This would in affect add another sworn position in FY 24 while adding stability and professionalism to the Office of Prosecution at the Somersworth Police Department.

Total Project Funds:		FY23	FY24	FY25	FY26	FY27	FY28	Total
Sources:								\$0
General Fund			\$64,451					\$64,451
Bonds/Lease								\$0
Grant								\$0
Enterprise Fund								\$0
Other								\$0
	<b>Totals</b>	\$0	\$64,451	\$0	\$0	\$0	\$0	\$64,451
Commence FY:	Quarter:					<b>Prior Years' Funding</b>		
						<b>Total Project</b>		\$64,451

Project Title:	<b>Part Time Prosecution Assistant</b>			
Department:	Submitted By:	Date:	Priority:	Project Cost:
<b>Police</b>	<b>Chief David Kretschmar</b>	<b>January 15, 2021</b>	<b>II</b>	<b>\$38,732</b>

Part Time Prosecution Assistant (32 Hours Per Week)

Salary Range: \$25,000 to \$35,000 -- Employer Costs: \$2,666.25 to \$3,732.35

Total Cost to City: \$27,666.25 to \$38,732.35

**Justification:** Currently the Department employs a part time contracted civilian prosecutor at \$20,000 per year. His job is essentially to try misdemeanor cases at the District Court level. The remainder of prosecution work falls on a police officer that has been trained as a Police Prosecutor, who processes paperwork, issues subpoenas, prosecutes violation level offenses in District Court, handles Administrative License Suspension Hearings.

Again, I will use Dover and Rochester Police Departments for comparison. Dover PD has a part time 32 hour a week Police Officer as Prosecutor, though he is retiring shortly. They have a part time legal assistant that is responsible for filing paperwork, completing complaints and other filings, and a full time records clerk that is responsible for discovery requests. Finally, the Prosecution section of the Dover Police Department has a full time Victims/Witness Advocate assigned to the office.

The Rochester Police Department has a full time civilian attorney who is also the Deputy City Attorney at a salary range of \$68,988-\$92,694. A part time Police Officer works 32 hours a week handling Juvenile Prosecution and 2 full time legal assistants.

I propose hiring a part time civilian prosecutor at 24-32 hours per week with a salary range of \$48,338-\$64,451.00 along with a part time civilian clerk at 32 hours per week with a salary of \$38,732.00.

This would in affect add another sworn position in FY 24 while adding stability and professionalism to the Office of Prosecution at the Somersworth Police Department.

Total Project Funds:		FY23	FY24	FY25	FY26	FY27	FY28	Total
Sources:								\$0
General Fund				\$38,732				\$38,732
Bonds/Lease								\$0
Grant								\$0
Enterprise Fund								\$0
Other								\$0
	<b>Totals</b>	\$0	\$0	\$38,732	\$0	\$0	\$0	\$38,732
Commence FY:	Quarter:				<b>Prior Years' Funding</b>			
					<b>Total Project</b>			\$38,732

Project Title:	<b>Full Time Dispatcher</b>			
Department:	Submitted By:	Date:	Priority:	Project Cost:
<b>Police</b>	<b>Chief David Kretschmar</b>	<b>January 15, 2022</b>	<b>II</b>	<b>\$69,521</b>

Full Time Public Safety Dispatcher

1. Wages - Hire Step: \$38,022.40
  2. Employer Costs : \$9,315.49
  3. Insurances: \$21,183.00 (assuming 2 Person Plans)
- Total Wages/Employer Costs/Insurances = \$68,520.89 each

Uniform/Equipment Costs: \$1,000.00  
Total Cost to City = \$69,520.89

**Justification:**

In 2017, the Department added a 5<sup>th</sup> full time dispatcher. This allows us to have two dispatchers working during the historically busiest times in the Dispatch Center, which we have found to be during the day into the early evening hours. That second dispatcher works 4 ten hour shifts per week on Mondays, Fridays, Saturdays and Sundays, between the hours of 1300-2300. While it has been a great help in the Dispatch Center, it still leaves a gap of three days where there isn't a second dispatcher on duty. I propose that a 6<sup>th</sup> full time dispatcher be hired in FY 24 to fill this gap and to relieve the burden on the single dispatcher on duty during those times.

Total Project Funds:		FY23	FY24	FY25	FY26	FY27	FY28	Total
Sources:								\$0
General Fund					\$69,521			\$69,521
Bonds/Lease								\$0
Grant								\$0
Enterprise Fund								\$0
Other								\$0
	<b>Totals</b>	\$0	\$0	\$0	\$69,521	\$0	\$0	\$69,521
Commence FY:	Quarter:				<b>Prior Years' Funding</b>			
					<b>Total Project</b>			\$69,521

DATA ENTRY FORM #J1

Project Title:	<b>Equipment Operator I</b>				
Department:	Submitted By:	Date:	Priority:	Project Cost:	
<b>Public Works/Utilities</b>	<b>Michael Bobinsky</b>	<b>February 26, 2022</b>	<b>II</b>	<b>\$53,420</b>	

Salary and benefits - estimated at \$52,920 assuming hourly wage of \$20.18 \* 40 hours/week \* 52 weeks + 26% for benefits.

\* Based on Yr 2 Step 1 of the current AFSCME contractor

Position would allow the Department to meet the anticipated growth in new streets and sidewalks anticipated to be accepted by the City Council from new residential development and to prepare formaintaining the additional sidewalk planned in the NHDOT Rte 108 Complete Streets project.

Total Project Funds:		FY23	FY24	FY25	FY26	FY27	FY27	Total
Sources:								\$0
General Fund				\$53,420				\$53,420
Bonds/Lease								\$0
Grant								\$0
Enterprise Fund								\$0
Other								\$0
	<b>Totals</b>	\$0	\$0	\$53,420	\$0	\$0	\$0	\$53,420
Commence FY:	Quarter:				<b>Prior Years' Funding</b>			
					<b>Total Project</b>			\$53,420

Project Title:	<b>Water Treatment Plant Operator I</b>			
Department:	Submitted By:	Date:	Priority:	Project Cost:
<b>Public Works/Utilities</b>	<b>Michael Bobinsky</b>	<b>February 26, 2022</b>	<b>II</b>	<b>\$53,385</b>

Annual Salary :

Plant Operator Grade I - Pay Grade 17=\$20.37

Annual : 2080 hrs at \$20.37= \$42,369

Benefits: \$11,016

Total: \$53,385

Based on 21-22 Compensation Schedule 7-1-21

Position would allow for restructuring the work team to strengthen the function of the Chief Water Treatment Operator, defining the Lead Operator, currently a Grade 3 Plant Operator, and two Plant Operator I positions. Position would be an entry level Operator to support overall Plant operations and maintenance. Enhanced cross training and on call duties would occur with this as well.

Total Project Funds:		FY23	FY24	FY25	FY26	FY27	FY28	Total
Sources:								\$0
General Fund								\$0
Bonds/Lease								\$0
Grant								\$0
Enterprise Fund			\$53,385					\$53,385
Other								\$0
	<b>Totals</b>	\$0	\$53,385	\$0	\$0	\$0	\$0	\$53,385
Commence FY:	Quarter:				<b>Prior Years' Funding</b>			
					<b>Total Project</b>			\$53,385

Project Title:	<b>Lab Technician/Plant Operator</b>			
Department:	Submitted By:	Date:	Priority:	Project Cost:
<b>Public Works/Utilities</b>	<b>Michael Bobinsky</b>	<b>February 26, 2022</b>	<b>II</b>	<b>\$45,185</b>

Position is not needed until FY26 and after the WWTF upgrades are complete. The plant will be processing more waste and solids which requires more testing cycles. Currently all water quality testing is done by the Lab Chemist./IPP Coordinator and this work load will increase over time. A Lab Technician/Plant Operator can provide support to the Chemist as well as provide for basic maintenance and plant operations.

Position would be at Grade 18, comparable to a Lab Technician  
Based on 21-22 Compensation Schedule 7-1-21

Annual Salary:

\$21.37 \*40\*52 weeks=\$44,450

Benefits at .26% of salary=\$11,557

Total: \$56,507.

Total Project Funds:		FY23	FY24	FY25	FY26	FY27	FY28	Total
Sources:								\$0
General Fund								\$0
Bonds/Lease								\$0
Grant								\$0
Enterprise Fund					\$56,507			
Other								\$0
	<b>Totals</b>	\$0	\$0	\$0	\$56,507	\$0	\$0	\$56,507
Commence FY:	Quarter:				<b>Prior Years' Funding</b>			
					<b>Total Project</b>			\$56,507



Project Title:	<b>Assistant Mechanic</b>				
Department:	Submitted By:	Date:	Priority:	Project Cost:	
<b>Public Works/Utilities</b>	<b>Michael Bobinsky</b>	<b>February 26, 2022</b>	<b>II</b>	<b>\$62,691</b>	

Mechanic Position :

\$23.73/hr \* 40 hrs week \* 52 weeks = \$49,358

Benefits at 26% =\$12,833

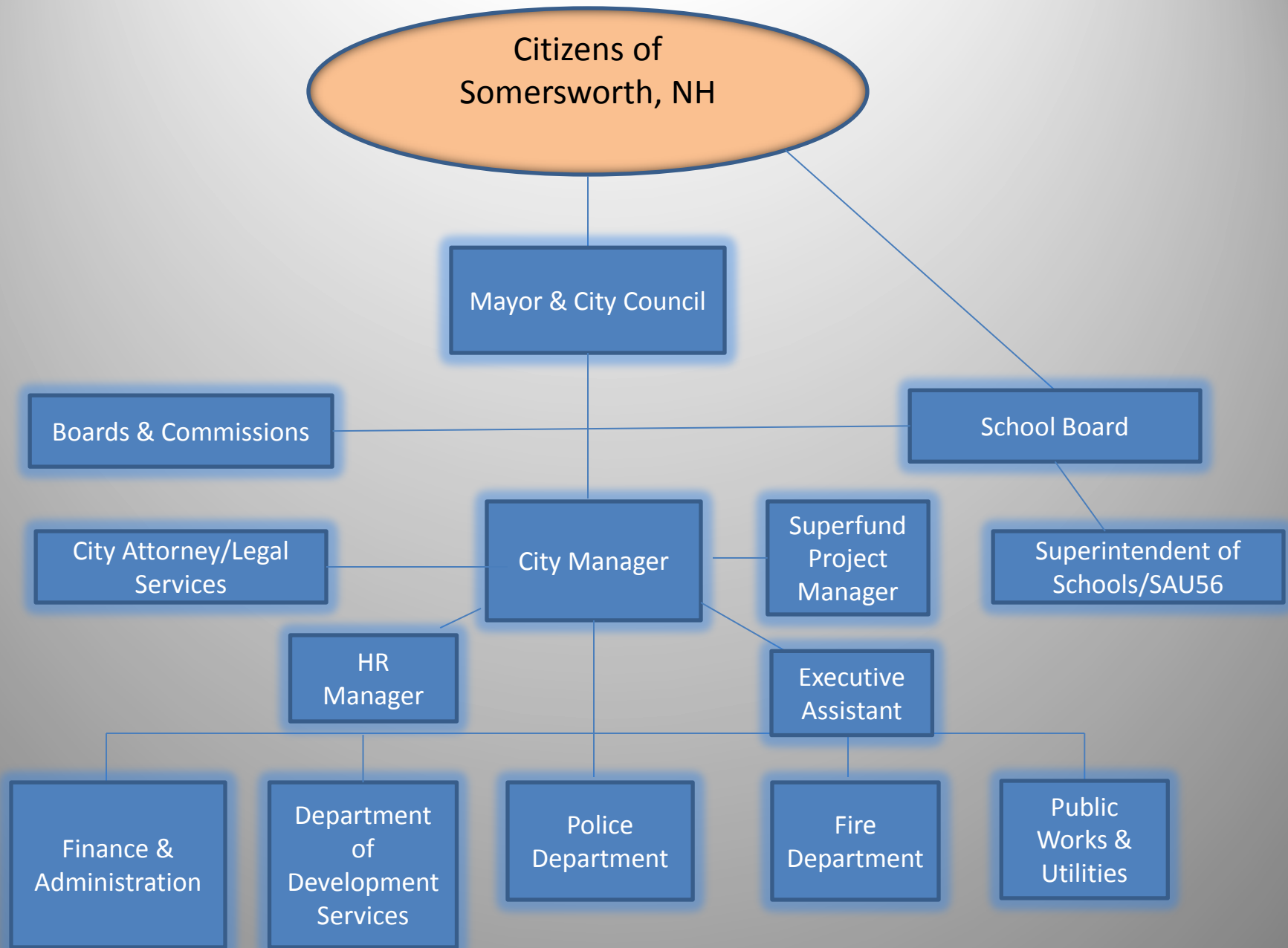
Total salary: \$62,191

Position to support shifting to a central fleet operations, supporting all City vehicles. Provide for continuity of service repairs to team with existing Mechanic.

Based on 21-22 Compensation Schedule 7-1-21

Public Works and Utilities currently has 38 heavy to mid size vehicles in the Departments' fleet.

Total Project Funds:		FY23	FY24	FY25	FY26	FY27	FY28	Total
Sources:								\$0
General Fund								\$0
Bonds/Lease								\$0
Grant								\$0
Enterprise Fund						\$62,691		\$62,691
Other								\$0
	<b>Totals</b>	\$0	\$0	\$0	\$0	\$62,691	\$0	\$62,691
Commence FY:	Quarter:					<b>Prior Years' Funding</b>		
						<b>Total Project</b>		\$62,691



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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 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 (HR) 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 eNewsletter.

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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 15<sup>th</sup> 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 (CIP) continues to evolve to show infrastructure projects and programs necessary for the continued quality of 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.

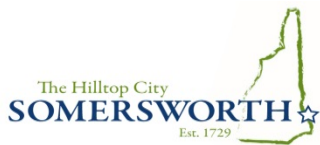
I encourage you to visit our website [www.somersworth.com](http://www.somersworth.com) and while there please consider signing up to receive our City's e-News and e-Notifications regarding emergencies and other timely messages.

Sincerely,

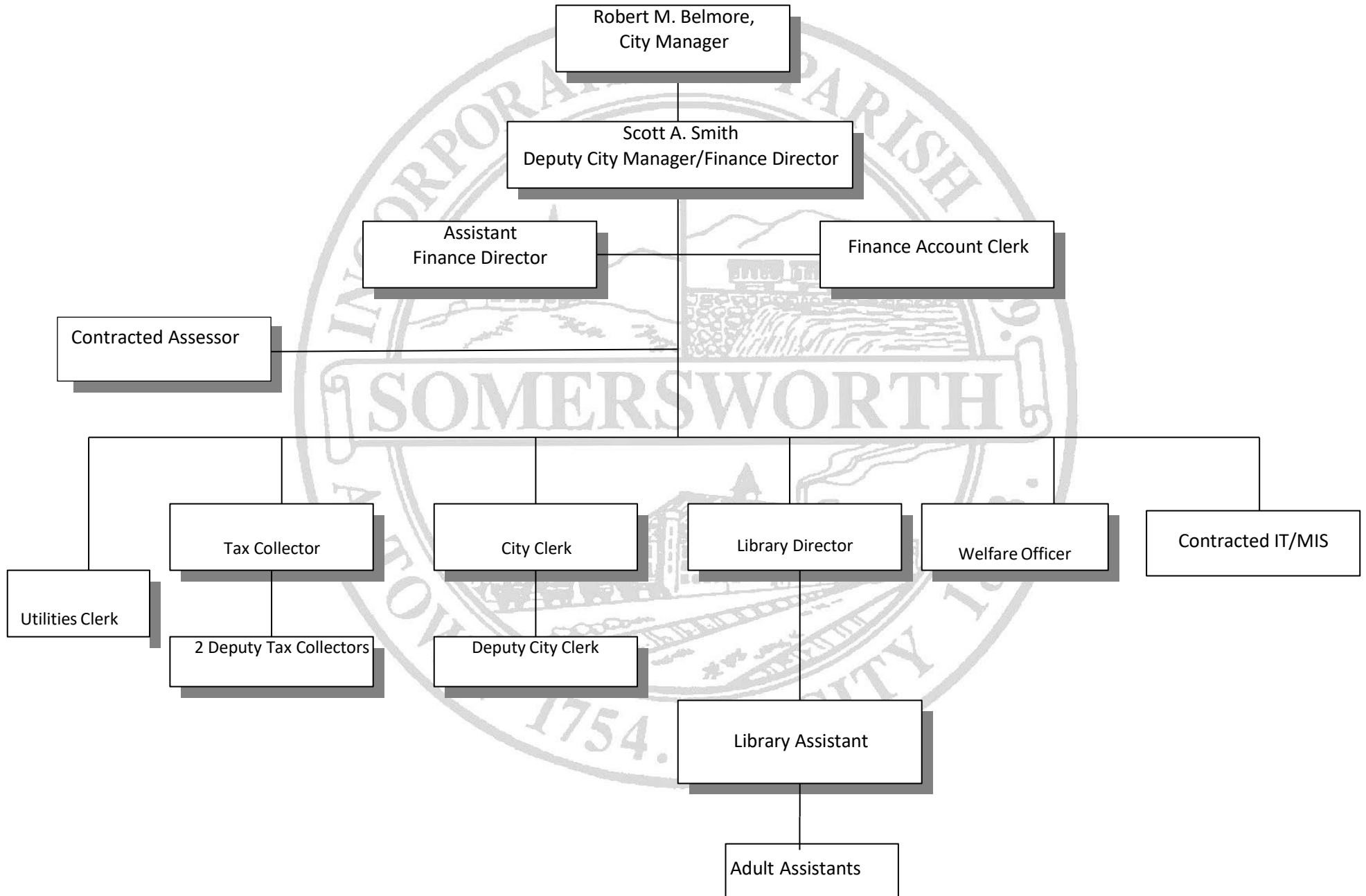
Robert M. Belmore  
City Manager

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

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



City of Somersworth  
Organizational Chart  
Finance & Administration





## **DEPARTMENT OF FINANCE AND ADMINISTRATION**

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

- There are no requests for new staff or new programs in the proposed Fiscal Year 2022-2023 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**

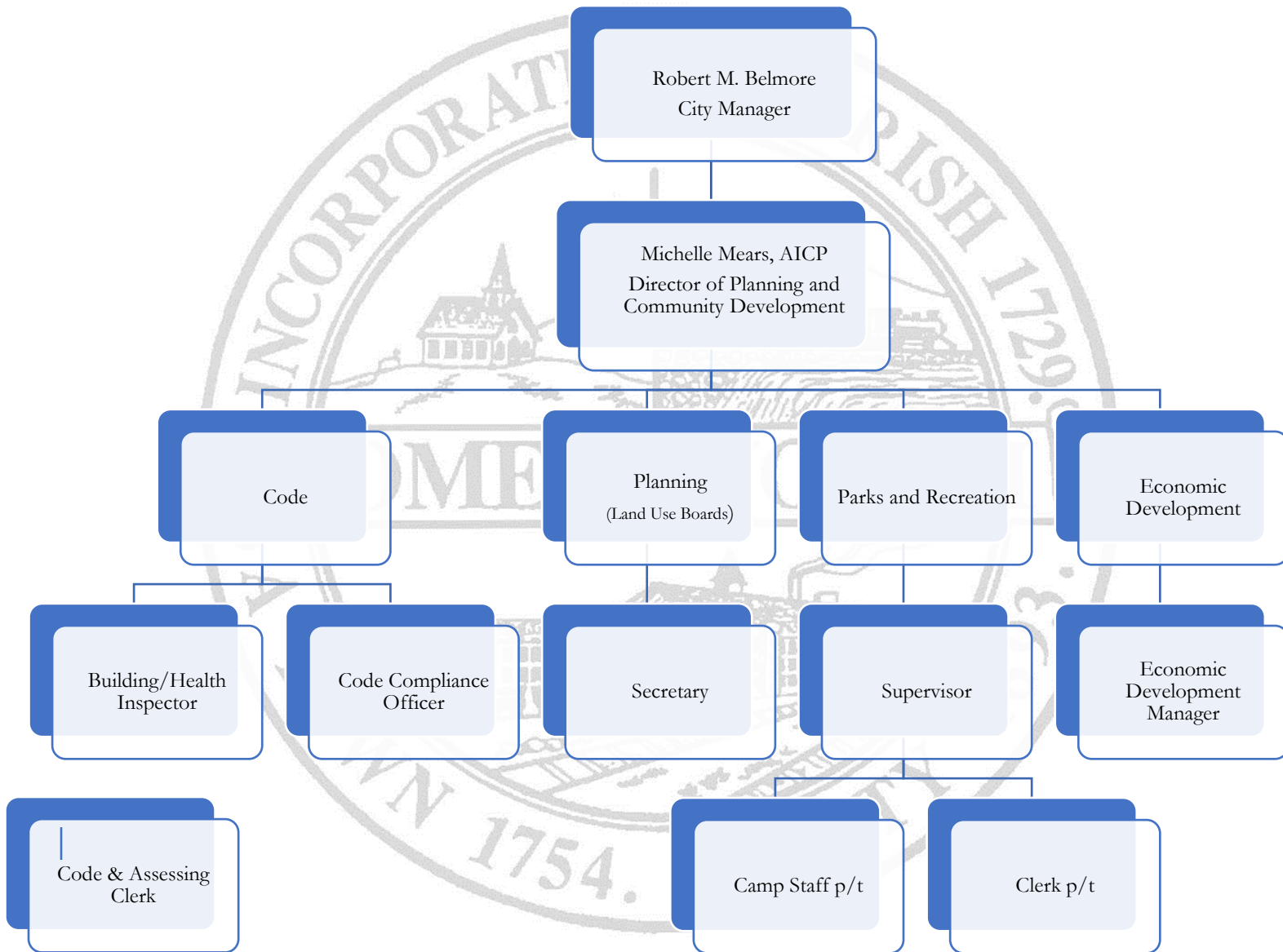
- One full-time employee assigned to the billing office.
- The Utility Billing office is responsible for monthly billing of all water and sewer users in the City of Somersworth. Schedules appointment for distribution crew. Records work orders, creates job work billings, and responds to questions on billing 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.

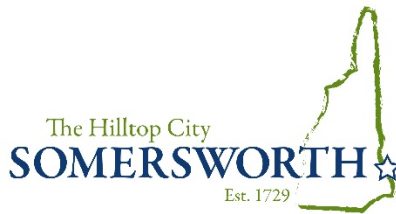
### **Assessing**

- 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 – 2022-2023**

### **Development Services:**

The Department of Development Services (D.D.S.) 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 D.D.S. 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.

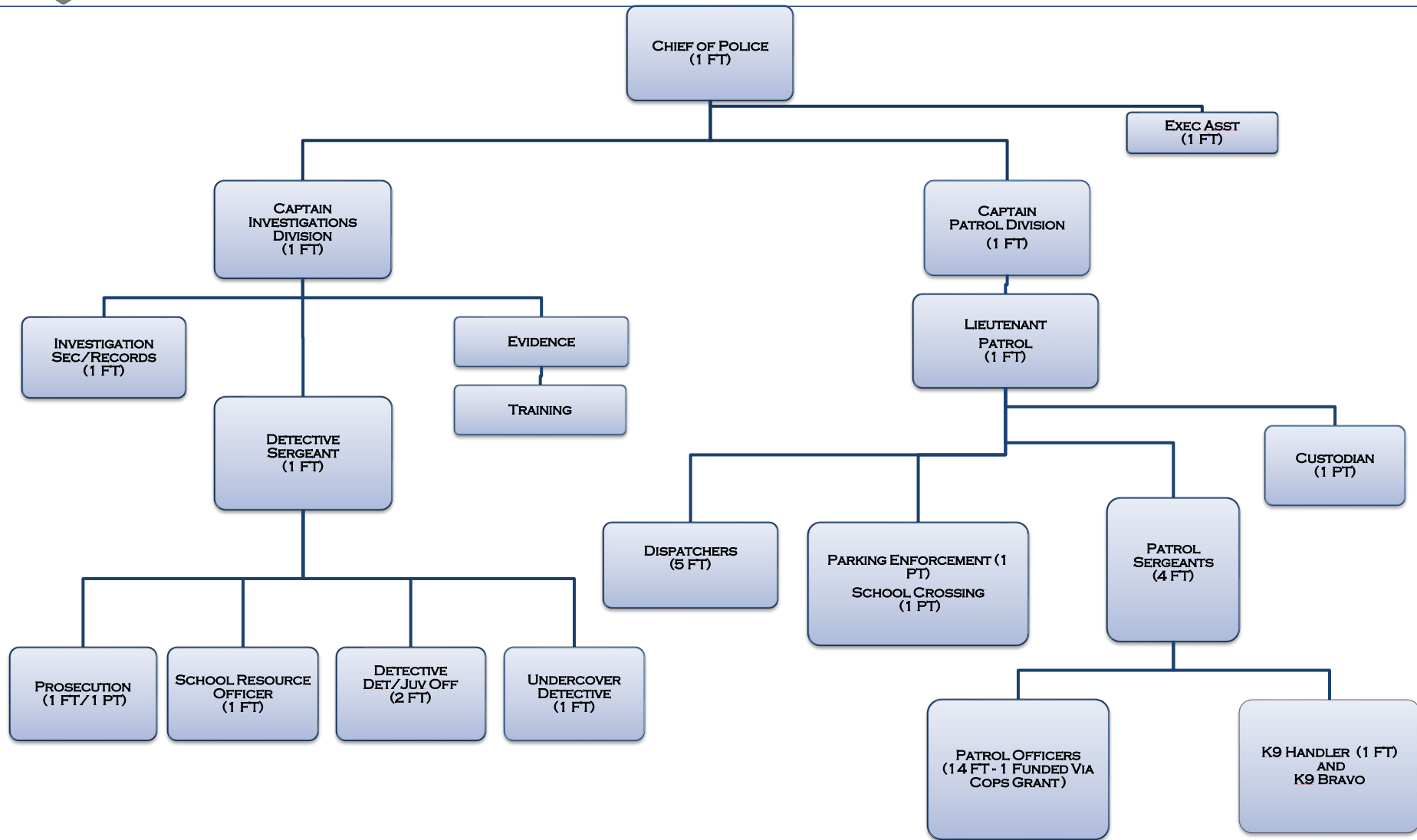
**Parks and Recreation:**

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, and Valentine's Day Dance. 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



## **Manpower:**

Sworn Personnel:

29 Full-Time

Non-Sworn:

7 Full-Time and 3 Part-Time

## **Calls for Service:**

Year:	2017	24,485
	2018	26,234
	2019	23,962
	2020	21,762
	2021	21,355

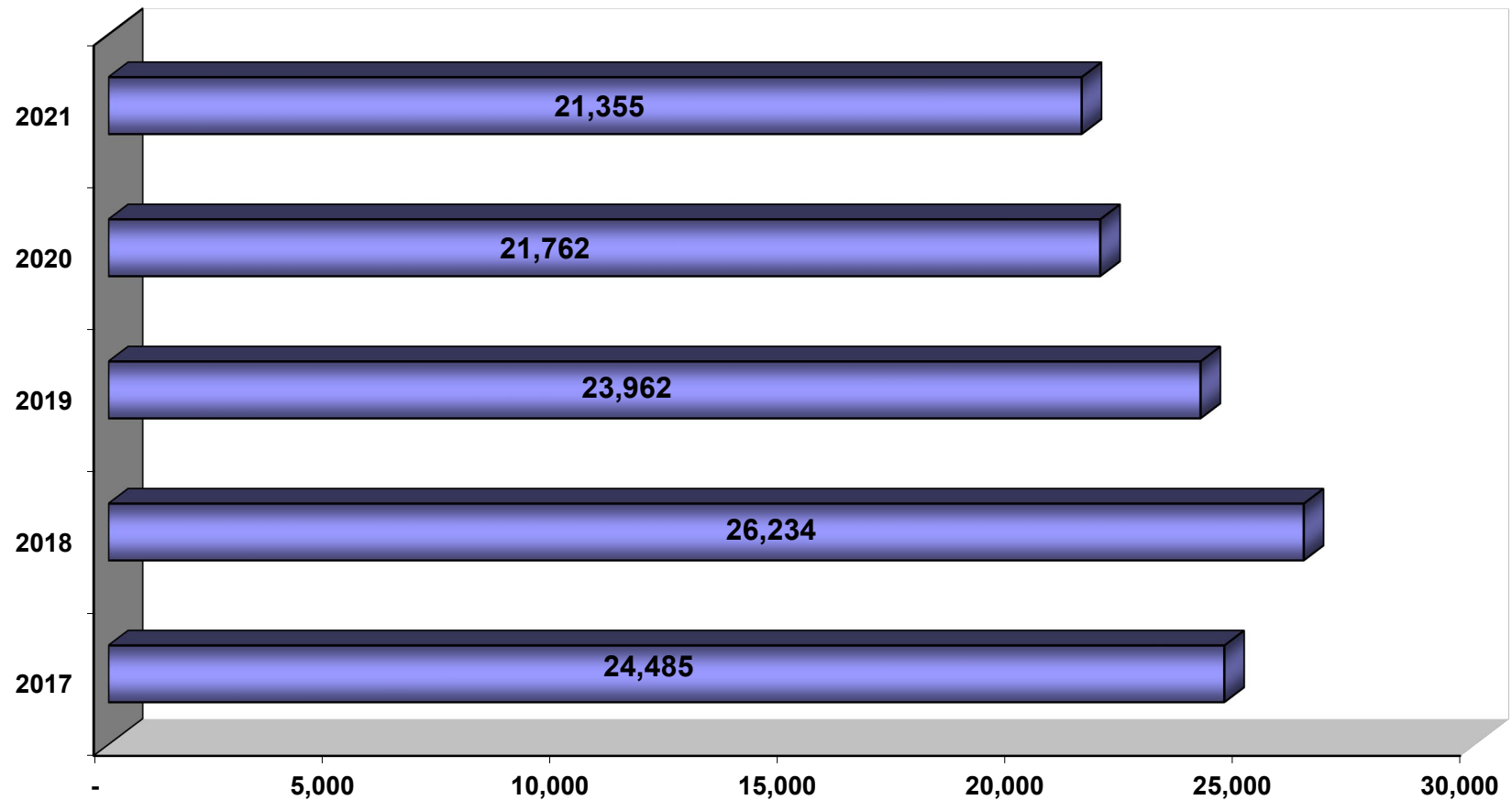


## Somersworth Police Department Statistics

	2017	2018	2019	2020	2021	5 Year Average
Calls for Service	24,485	26,234	23,962	21,762	21,355	23,560
Offenses Committed	2,396	2,201	2,341	2,176	2,404	2,304
Total Felonies	309	365	448	410	365	379
Total Crime Related Incidents	1,075	969	918	806	803	914
Total Non-Crime Related Incidents	1,928	1,928	2,065	1,895	1,849	1,933
Total Arrests (On View)	463	515	521	486	484	494
Total Arrests (Based on Incident/Warrant)	356	280	270	280	343	306
Total Summons Arrests	173	115	174	183	196	168
Total Arrests	992	910	965	949	1,023	968
Total P/C's	185	216	193	203	208	201
Total Juvenile Arrests	87	65	45	39	37	55
Total Juvenile Handled (Arrest)	40	34	17	18	16	25
Total Juvenile Referred (Arrest)	47	31	28	21	21	30
Total Open Warrants	23	39	15	19	30	25
Total Restraint Orders	100	101	107	92	80	96
Stolen Property-Value	474,966	323,246	277,401	348,687	1,278,724	540,605
Stolen Property Recovered Value	85,895	73,364	151,435	101,415	156,318	113,685
Total Motor Vehicle Accidents	443	449	394	328	365	396
Total Motor Vehicle Violations-Civil	1	-	-	-		0
Total Motor Vehicle Violations-Warnings	1,919	2,063	2,042	1,494	1,239	1,751
Total Motor Vehicle Violations-Arrests	550	292	337	190	156	305
Total Parking Tickets	304	1,196	1,375	194	572	728

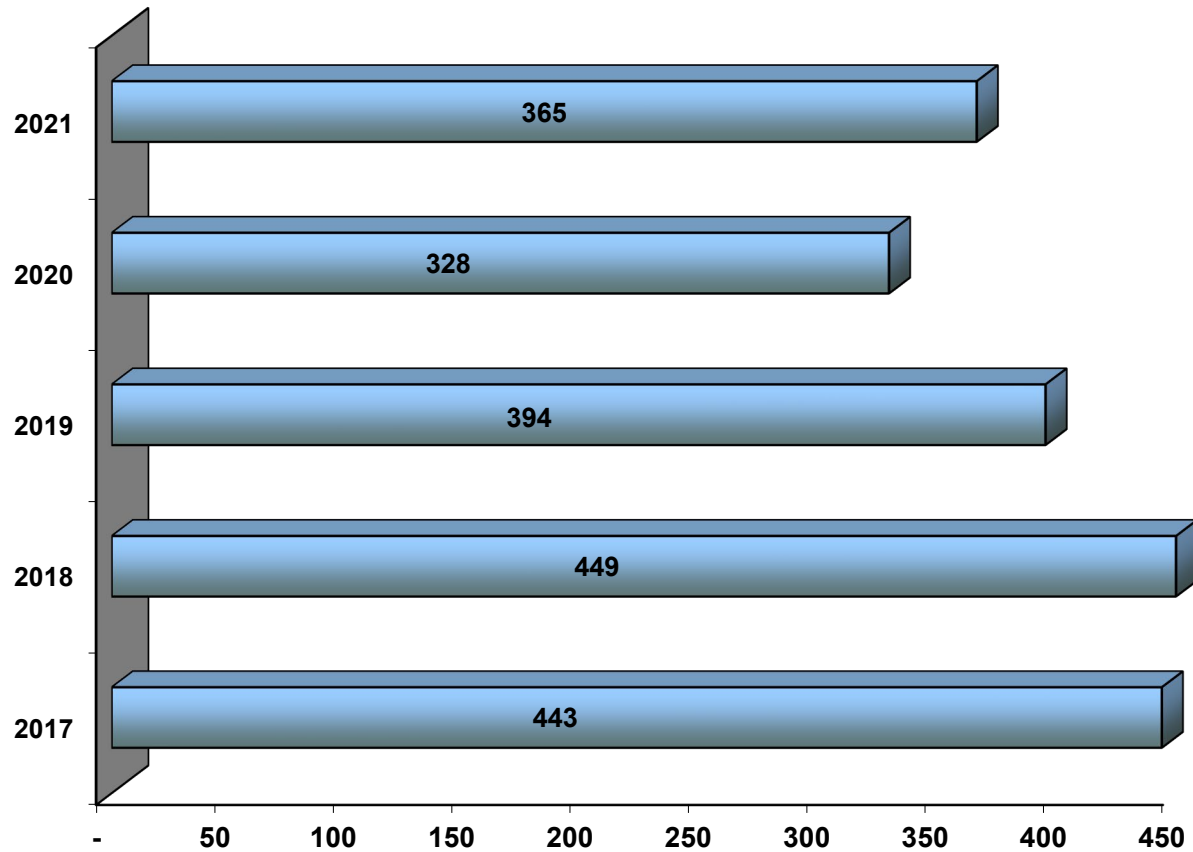


# Somersworth Police Department Calls for Service 5 Year Average = 23,560





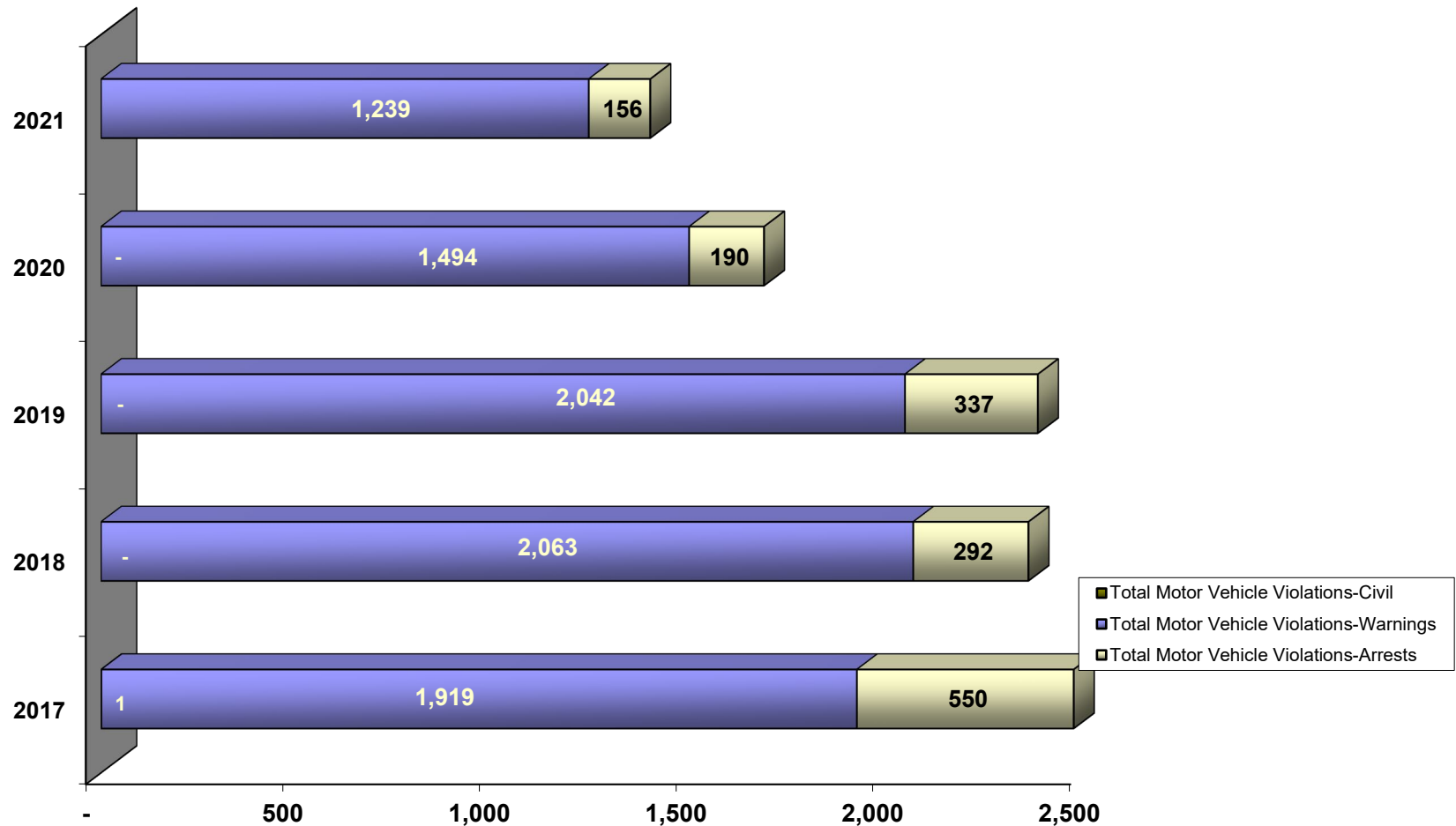
**Somersworth Police Department  
Total Motor Vehicle Accidents  
5 Year Average = 396**





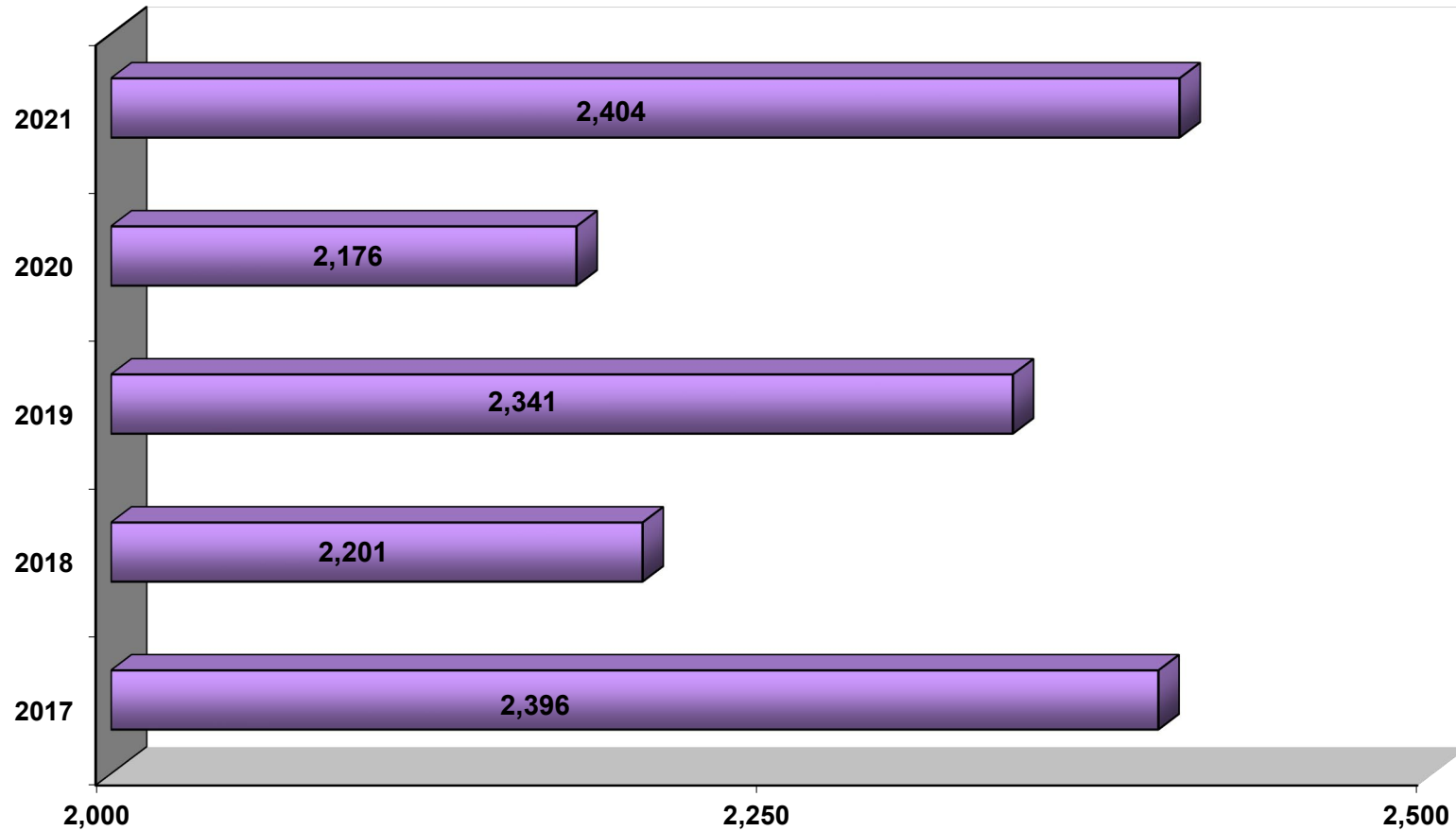


**Somersworth Police Department  
Motor Vehicle Violations  
5 Year Average =     0 Civil  
                             1,751 Warnings  
                             305 Arrests**



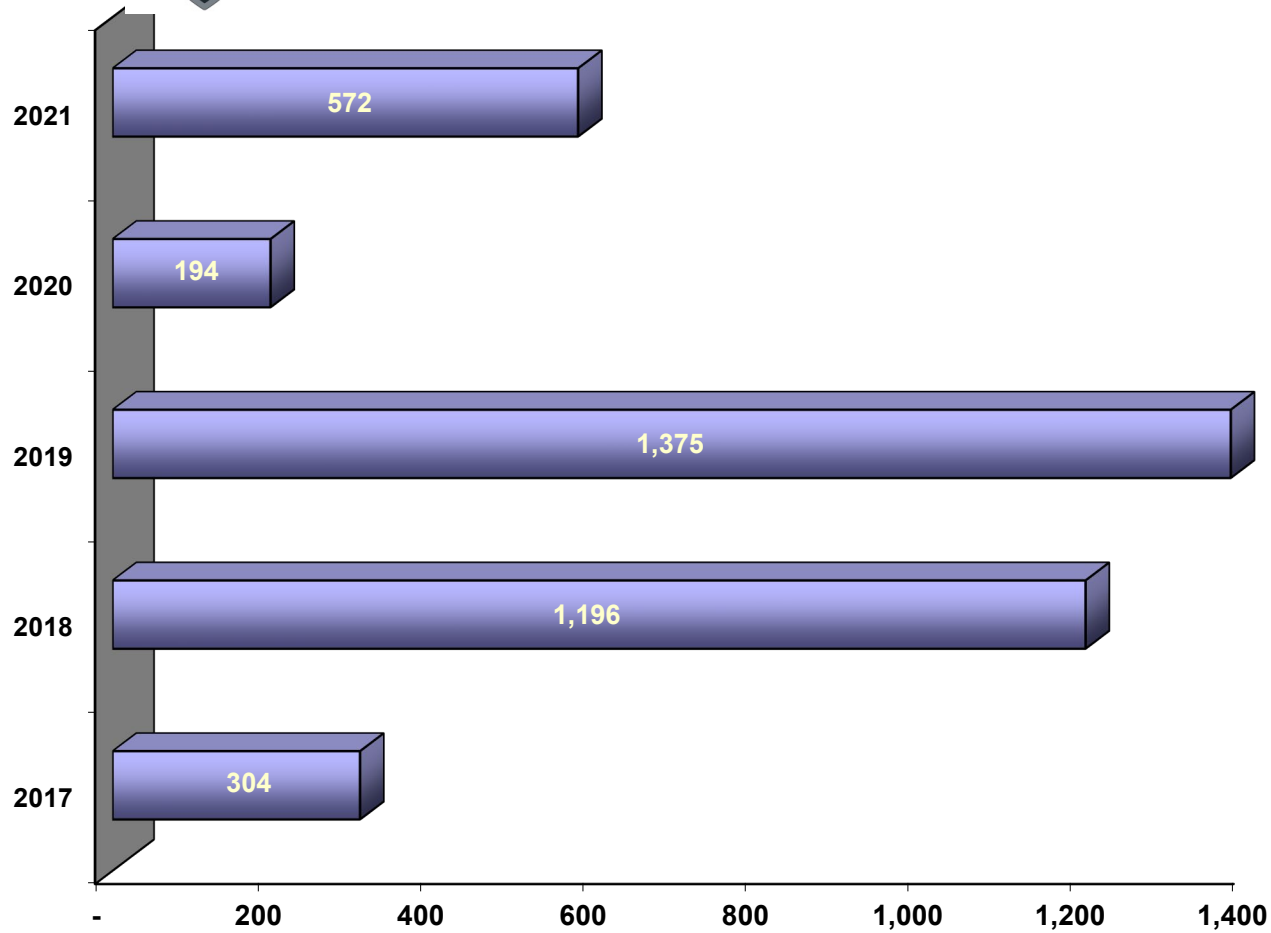


**Somersworth Police Department  
Total Offenses  
5 Year Average = 2,304**

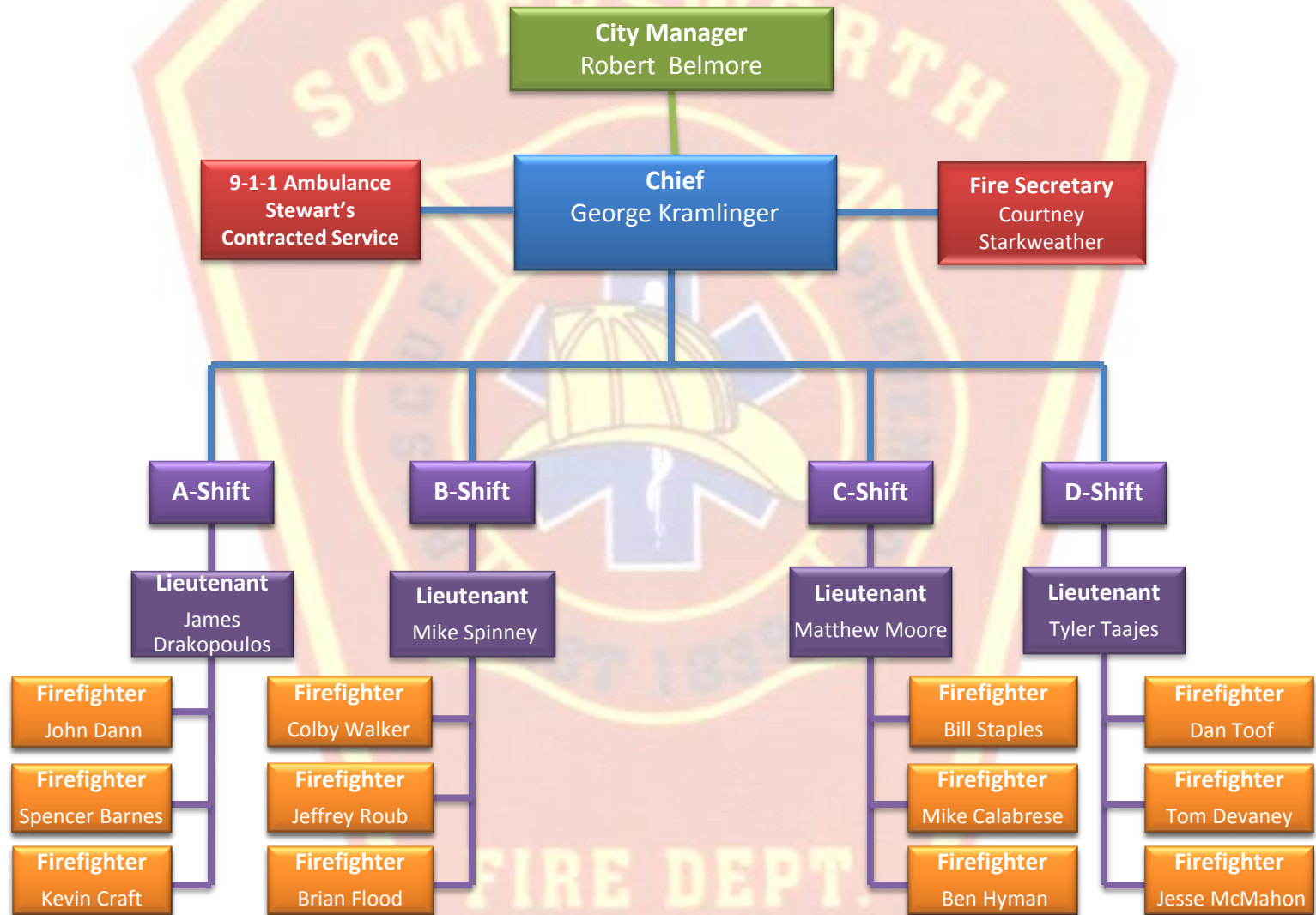




**Somersworth Police Department  
Total Parking Tickets Issued  
5 Year Average = 728**



# 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 secretary. 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). AEMTs can start IV lines, perform dual-lumen airway insertion, and administer some medications such as dextrose, albuterol, and epinephrine. Many members have advanced certifications in technical rescue, hazardous materials, fire inspection, and fire officer. All personnel receive classroom education and practical skills instruction as part of the Department's annual training program.

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 personnel are recalled and assistance is requested from surrounding communities when an incident requires additional resources.

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

In July, the City Council authorized construction of a new \$9M fire station on the site of the existing centrally located fire station at 195 Maple St. In early September, a temporary wall was finished separating the three southernmost apparatus bays from the remainder of the station. The usable apparatus parking space was reduced from seven bays to four bays (double drive-through) with the living quarters remaining intact. Demolition of the southern half of the station commenced followed by site work to prepare for construction of the “Logistics Wing” and the first two double drive-through apparatus bays of the new station. E-4, E-3, T-1, and F-1 are assigned apparatus bay parking spots with E-3 and F-1 exiting to the rear. E-2 reached the end of its usable service life as

an emergency response vehicle and was sold for \$10K to JDC Demolition of Boston MA where it will provide water for demolition and construction sites.

The Department has six 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.
- Truck-1 – 2006 Smeal: 105 ft aerial ladder w/ 2000 GPM pump w/ 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 when requested. In some cases, SFD personnel responding to another jurisdiction are assigned as the RIT (Rapid Intervention Team) – an important assignment designed to rescue trapped or distressed firefighters. Annual SCFOMAD dues fund a district hazardous materials (HazMat) Team known as START (Seacoast Technical Assistance and Response Team) and three air trailers and an air van 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.

The 10-member, two-State Community Mutual Aid Association (CMAA) which pre-dates the establishment of SCFOMAD is in the initial stages of dissolving. In June, the CMAA air and rehabilitation van – which had been quartered at the Somersworth Fire Station was transferred to SCFOMAD and quartered at the Lee FD. The 1996 SCBA compressor refill system (also owned by the CMAA) and housed at the Somersworth fire station (to support the air van) was purchased by the North Berwick ME Fire Department.

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. Under normal circumstances, 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 hazardous materials (HazMat) and the Northcoast rail freight line that traverses the City with several at-grade crossings while hauling sand, propane, and occasionally other HazMat.

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 thousands of single-family residential structures and apartments.

Consequently, much of the SFD CRR effort is focused on promoting working smoke alarms in residential structures and educating the residents – 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 when possible, participate in safety fairs, and have a highly visible presence at the City’s annual Senior Picnic, National Night Out, and Celebrate Somersworth. 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 (SFMO) and NH Division of Forest and Lands District Forest Ranger.

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 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**

- January: The SFD worked with the City of Dover (owner) and Community Action Partnership of Strafford County (CAPSC) (operator) to correct fire and life safety discrepancies at the part time Warming Center located in a former commercial building at 30 Willand Drive.
- Covid-19 Pandemic:
  - 10 February and 10 March: City of Somersworth Emergency management coordinated with the Strafford County Public Health Network (SCPHN) and a variety of other agencies to accomplish highly successful, in-home closed vaccination clinics in what was designated Phase IB to provide first and second round vaccinations for access challenged



elderly citizens primarily in Somersworth Housing Authority residences. The Fire Station was used as base of operation and vaccination site.

- 17 March and 16 April: City of Somersworth Emergency Management coordinated with the SCPHN, SAU-56, and other agencies to conduct highly successful first and second round closed vaccination clinics for educators from the school district and personnel from other educational facilities in the City. Both clinics were conducted at Idlehurst Elementary - the first clinic was a drive-through but inclement weather dictated that the second clinic be held in the gymnasium. Personnel from the Somersworth Fire Department - including those on duty - assisted the short staffed SCPHN team in providing vaccinations, logistical support, and command functions. Funding for Fire Department personnel was provided by NH Health and Human Services.
- 27 March: Lt Mathew Moore, FF/EMT Jeffery Roub, and Lt/EMT Tyler Taatjes provided much needed assistance to the NH Department of Health and Human Services (DHHS) and NH Homeland Security and Emergency Management (HSEM) at a large-scale drive-through COVID-19 vaccination “super site” at the NH Motor Speedway. The three SFD members represented the City and SFD in an exemplary manor as part of a State-wide team that provided nearly 4000 vaccinations in one day.
- 11 June: The Governor declared State of Emergency ends.
- 11 December: SFD personnel assist the SCPHN with a vaccination clinic for school children at Idlehurst Elementary.
- City of Somersworth Fire Department operational statistics:
  - Responses with a comparison to previous years:

	2021	2020	2019
Fire (all types)	73	93	73
Overpressure / Overheat (no fire)	4	6	1
Rescue - EMS	857	705	779
Hazardous Condition (no fire)	74	108	88
Service Call	210	199	209
Good Intent Call	182	173	217
False Alarm / False Call	121	133	177
Severe WX / Natural Disaster	3	15	13
Special Incident	3	8	2
Total	1527	1440	1559

- There were over 600 permit, inspection, educational, and plan review activities.

- The most significant emergency incidents of the year included:
  - 19 January: Basement fire on Tates Brook Rd. Full staffing and aggressive suppression action prevented significant damage. Recalled personnel spent most of the night assisting the State Fire Marshal's Office and other agencies with the investigation that led to an arrest on suspicion of arson.
  - 24 January: A resident on Green St attempted to thaw a frozen pipe using a blow torch. Full staffing enabled a quick knock down with only minimal extension. While this incident was active, recalled SFD career personnel staffing the reserve engine (E-3) responded with Stewart's ambulance to a heart attack call while the four-member duty crew handled the fire.
  - 7 March: SFD personnel rescued a skater who fell through thin ice on the Salmon Falls River near the trail head off Buffansville Road. The entire public safety system worked extremely well. Full staffing and recent realistic ice rescue training contributed to a rapid and successful outcome. The victim called 9-1-1 using his Apple watch.
  - 16 April: Single vehicle roll-over with four occupants on Rocky Hill Road near the Rochester – Somersworth line. Rochester Fire stabilized the vehicle while SFD personnel cut through vehicle's wind shield, assessed the patients, applied cervical collars, and handed the patients off to Stewart's Ambulance and Frisbie EMS.
  - 9 May (Mother's Day): First arriving SFD personnel expertly knocked down a large volume of fire showing on arrival at a five-unit apartment building on Linden Street. The blitz attack significantly limited damage to three of the units. Final extinguishment required 3 alarms including recalled SFD personnel and mutual aid from fourteen jurisdictions. Tactics, techniques, and procedures used on arrival at this fire were practiced just two nights earlier during a night-time training session.
  - 12 July: A camper trailer fire behind Tri-City Plaza at shift change required off going and on coming personnel to control. SFD personnel assisted the SPD and State Fire Marshal's Office with an investigation that led to the charges on suspicion of arson.
  - 4 August: SFD personnel extinguished a camper trailer and homeless encampment fire on the Garabedian property adjacent to Willand Pond. Site access was difficult but made easier by work that the City of Somersworth DPW completed along a water line easement. The smoke could be seen for miles and generated numerous 9-1-1 calls.
  - 6 August: The SFD responded to a Bobcat Skid Steer sliding down an embankment on Lily Pond Rd. The Bobcat was in danger of tipping over with the operator trapped on the inside due to the position of the loader lift arms. SFD personnel used a 3:1

mechanical advantage system and rescue struts to stabilize the unit then dismantled the door to extricate the uninjured operator.

- 22 August: SFD personnel operated at Aclara Technologies on Main Street, for a smoke and heat condition in an elevator shaft. The fitness of responding personnel was critical to this operation as hose, tools, and extinguishers were rapidly moved up six stories to the roof top elevator mechanical room. High humidity due to the remnants of tropical storm Henri added to the physical challenge while wearing full structural firefighting gear and self-contained breathing apparatus (SCBA). SFD personnel confirmed no extension after discovering a fire inside a large electrical motor unit that was contained to the area of origin.
- 19 October: The importance and benefit of a layered emergency medical services (EMS) system was reinforced when first arriving City of Somersworth Fire Department emergency medical technicians (EMTs) administered epinephrin to a citizen who was in severe respiratory distress after suffering multiple bee stings on Maple St..
- The City contracts with Stewart's Ambulance Service for 9-1-1 ambulance response. Stewart's average response time for the year was 4 minutes and 11 seconds.
- New Fire Station Construction:
  - The Fire Chief and SFD personnel constantly worked with Port One Architects to refine and enhance the design of the new fire station and work on the layering and integration of numerous, and complex building subsystems.
  - SFD personnel sorted, organized and moved equipment as well as disposed of outdated, unwanted, or unserviceable items in preparation for phased demolition and construction.
  - In early August, Harvey Construction established an on-site presence with surveying activity, staging of heavy equipment, and other site prep work.
  - In early September, the temporary wall between apparatus bays number 2 and number 3 was completed.
  - The portion of the station to be demolished in Phase I was sealed from the inside and remediation of hazardous substances was completed in early October.
  - In October, additional soil testing revealed the presence of per- and polyfluoroalkyl substances (PFAS). Six weeks later on 24 November, site work resumed after finalizing and coordinating a soil management plan to account for the presence of PFAS that is at a level categorized as solid waste.

- By the end of the year, footings, foundation, and site utility work were completed to a point where construction of load bearing walls could begin.
- Grants
  - Closed out a State Homeland Security Program (SHSP) grant that provided four (4) sets of ballistic protective equipment and tactical emergency casualty care (TECC) supplies to be used in response to an active shooter emergency.
  - Closed out an Emergency Management Performance Grant (EMPG) to install a natural gas-powered generator for the City's public safety radio system repeater at the former Hilltop School.
  - Completed the process and closed out an Emergency Management Performance Grant (EMPG) that produced an updated Local Emergency Operations Plan (LEOP).
  - Completed the City process with the Strafford Regional Planning Commission (SRPC) to update the City's Multi-Hazard Mitigation Plan. SRPC is coordinating with NH HSEM for final approval.
- May: New forestry/brush coats and helmets were purchased and issued at a cost of \$5000 replacing equipment that was 20 years old or non-existent.
- June: The Somersworth Fire Chief was selected by the Seacoast Chief Fire Officers Mutual Aid District to sit on the board of directors for the District's hazardous materials response team known as START (Seacoast Technical Assistance and Response Team).
- July: The Fire Apparatus Committee consisting of FF/EMT Dan Toof (chairman), Lt Mike Spinney, FF/AEMT Michael Calabrese, and FF/EMT Kevin Craft along with the Fire Chief conducted an assessment and scoring of four bid proposals with the Pierce custom Enforcer determined to be the best choice to meet the needs of the City as our new front-line pumper. The Finance Committee and City Council approved the SFD recommendation. Allegiance Fire and Rescue of Walpole MA, is the regional Pierce dealer. Delivery of the new pumper, Pierce job number 37299, is expected in October of 2022 with a purchase price of \$714,058 with funds from the FY 21 CIP.
- August: All SFD fire hose (nearly two miles worth) was tested over the course of two weeks ahead of the hose drying tower becoming unavailable due to phased demolition of the fire station.
- September: Engine-2, our 1996 Spartan/Central States pumper served the city well but, time and advancing technology necessitates retirement from firefighting duties after 25 years of

faithful service. The truck is beginning a new life suppressing demolition dust after being sold for \$10,000 to the JDC Demolition Company of Boston.

- 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.
- September: The DPW mechanic coordinated annual preventative maintenance and repair work for the Department's fire apparatus and vehicles.
- September: Fire Department personnel participated in the community wide, 20th anniversary 9-11 remembrance ceremony held at St Martin's church by placing 343 flags in the shape of 9-11 in honor of the 343 FDNY members killed in the terrorist attacks.
- October: FF/AEMT Jesse McMahon completed a challenging 12 months of probation with intense studying, equipment proficiency drills, practical evolutions, and driver-operator training. The other members of the shift as well as the entire Department play a vital role in a new firefighter successfully completing probation.
- October: The theme for this year's Fire Prevention week was "learn the sounds of fire safety". From beeps to chirps, this year's fire safety theme was focused on better educating the public about the sounds smoke alarms make, what those sounds mean, and how to respond to them. To further that theme, FF/AEMT Jesse McMahon created the character of "Smokie Detectoresen" to teach children about the sounds a smoke alarm makes and what to do in various situations. Smokie along with his trusty assistant FF Spenser (FF/EMT Spenser Barnes) gave the presentation numerous times to grades K through three.
- 9 October: Due to ongoing phased demolition at the fire station, the SFD used the Celebrate Somersworth event on memorial drive as a substitute for our annual open house. SFD personnel and apparatus along with the State Fire Marshal's Office fire safety trailer and arson K-9, the SCFOMAD command van, and a replica of Squad-51 from the 1970's TV show "Emergency" provided visitors with an opportunity for education and interaction.
- Training:
  - The Department established a legitimate and elite RIT (Rapid Intervention Team) capability to rescue lost, distressed, or injured firefighters from within a burning structure. The 9-month plus program involved a multitude of physically and mentally demanding skills and evolutions. Very few fire departments are able to achieve this level of capability.

- FFs Dan Toof, Michael Calabrese, Ben Hyman, and Jesse McMahon earned national certification in confined space rescue during a three-day, 24-hour course in June conducted by the New Hampshire Fire Academy (NHFA) at the Pease FD. The Somersworth Fire Chief, while off duty, was the lead instructor for the course in his capacity as a NHFA senior staff instructor.
- 16 November and 7 December: SFD personnel participated in advanced training at the NH Fire Academy. Personnel accomplished RIT evolutions rescuing a simulated distressed firefighter from an attic space and basement area, live fire suppression, and vertical entry confined space rescue tactics.
- 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, 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, active shooter/hostile event response, MAYDAY prevention, firefighter safety, incident command, risk management, ice/cold water rescue, and CPR and EMT refresher training.
- November: The homeless encampments on the Garabedian property were closed and the warming center at 30 Willand Drive transitioned to an every night operation to include Saturday and Sunday days. The SFD conducted a pre-opening inspection and worked with CAPSC to correct fire and life safety discrepancies.
- During the December holiday season, Department members operated the annual Somersworth Firefighters Toy bank which provided toys, happiness, and hope to over 400 children.

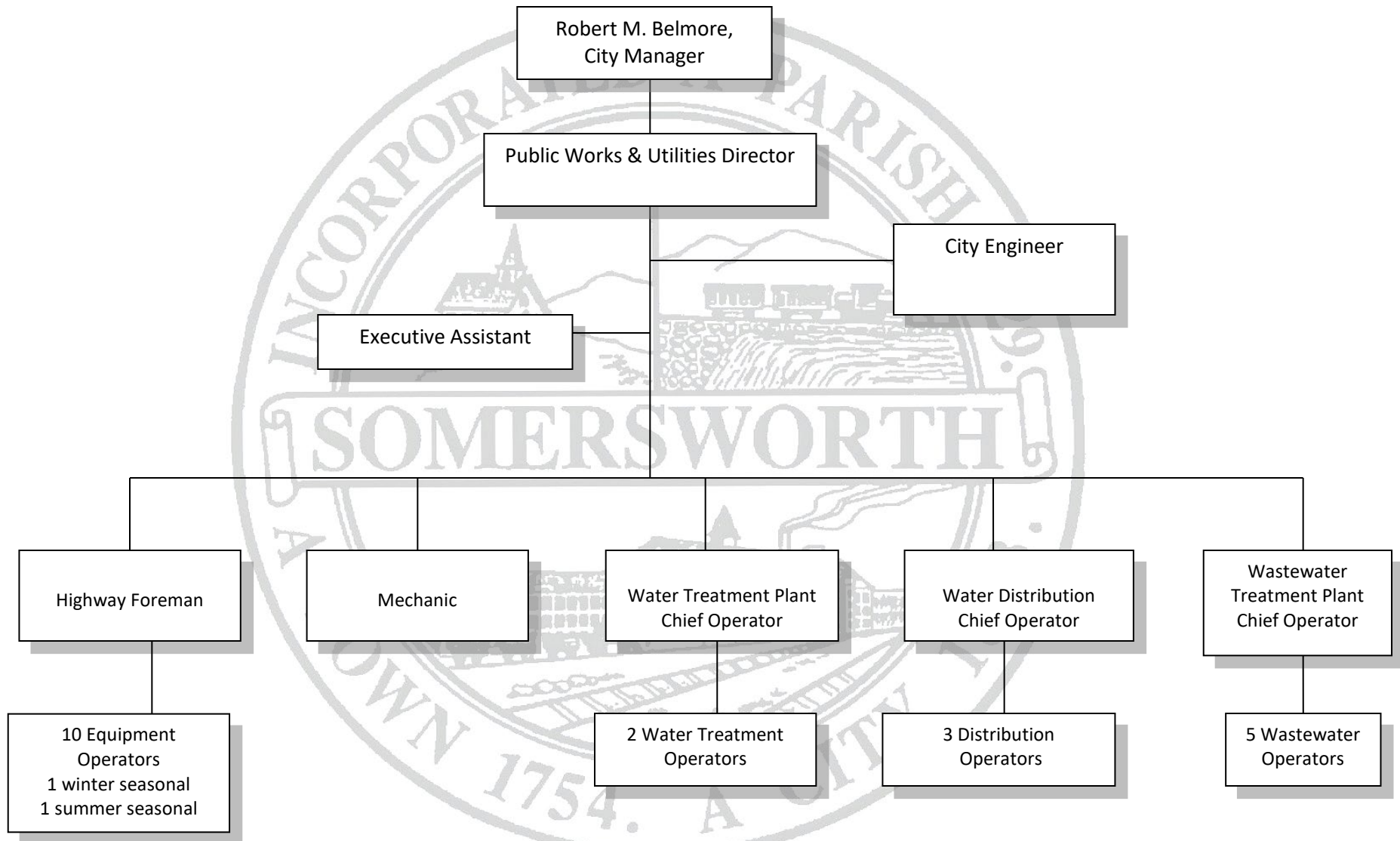
## **Conclusion**

Your Fire Department is always ready, constantly improving, and ever vigilant. 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. Like this great city, your Fire Department has proud past, a bright future, and is on the move. If we can be of further assistance, please contact us at any time.

# City of Somersworth

## Organizational Chart

### Public Works & Utilities



**February 23, 2022**

## **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. The Department's administrative staff consists of two (2) positions, including the Director of Public Works and Utilities and one (1) Executive Assistant.

### **Highway**

The Division is staffed by twelve (12) 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, Dog Park, traffic islands, downtown landscaped areas and residential cul-de-sacs. The mowing of parks, open spaces, Veterans Memorial at Stein Park, and the Forest Glade Cemetery is accomplished from private contract services; the Division also maintains the City's stormwater and sanitary sewer collection system. The Highway Division is responsible for winter maintenance including plowing all City streets and designated school walking routes during snow events, manages and operates downtown snow removal operations as needed. The Division provides needed responses for all weather emergencies that impact City streets, sidewalks and City/School owned parking lots.

### **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. The Department recently completed a water storage and distribution system assessment study which will inform water system infrastructure improvement needs over the next several years. 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, leak detection investigations, 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 improvement to meet current and future needs were planned and identified in a 2018 facility master plan. The plan informed the basis for a \$12.5 million plant upgrade that included adding new treatment components, replaced obsolete equipment, new efficient pumps and motors to improve the efficiency of the wastewater treatment process. Apex Construction is the general contractor for the Plant upgrades which is substantially completed as of early 2022. The Wastewater Treatment Plant is rated for 2.4 million gallons per day (MGD) and utilizes an activated sludge system for biological nutrient removal.

### **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. An annual regional Hazardous Waste Drop off event is held in May of each year and Somersworth residents are able to properly dispose of hazardous waste items. The Department promotes the event.

The Department also supports several communities clean up events at parks and open spaces during the year when held including the annual Spirit Up Day and corporate volunteer programs such as "Serve with Liberty".

### **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 to ensure compliance with standards, reviews and approves Departmental permits such as trench openings and driveway permits and is a resource to the Department to support the maintenance and operations of City infrastructure. The City Engineer is involved with capital improvement planning and implementation that support transportation, stormwater, water and wastewater projects, and is also involved with project budgeting, cost estimating, project management, and stormwater permit management.

### **Cemeteries**

The Department of Public Works provides for ground maintenance and burial services in addition to maintenance oversight for Forest Glade and Home Cemeteries which are owned by the city. A City Council appointed Cemetery Trustees provide oversight and policy recommendations to the Department of Public Works' staff for overall grounds maintenance, burial coordination, and record keeping.

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 and State of New Hampshire Historic Registers and staff, with support from the Cemetery Trustees and City Council, seek historic preservation grants for certain Cemetery improvement projects.

### **Contact Information:**

Michael J. Bobinsky, Director of Public Works and Utilities; [mbobinsky@somersworth.com](mailto:mbobinsky@somersworth.com)

Keri Gordon, Executive Assistant;

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

Telephone: 603-692-4266



## General Fund Revenue Estimates

	FY 21-22	FY 22-23
<b>TAXES</b>		
LOCAL PROPERTY TAXES	28,481,250	30,499,156
STATE PROPERTY TAXES	1,981,798	1,500,784
PAYMENT IN LIEU OF TAXES	157,014	157,014
INTEREST AND PENALTIES	200,000	200,000
	<b>30,820,062</b>	<b>32,356,954</b>
<b>LICENSES, PERMITS, AND FEES</b>		
MOTOR VEHICLE PERMITS AND FEES	1,845,000	1,895,000
BUSINESS LICENSES, PERMITS, AND FEES	174,975	199,975
	<b>2,019,975</b>	<b>2,094,975</b>
<b>INTERGOVERNMENTAL</b>		
<b><u>CITY:</u></b>		
HIGHWAY BLOCK GRANT	223,054	223,054
MEALS & ROOMS TAX DISTRIBUTION	870,269	870,269
OTHER	1,862	1,862
<b>SUBTOTAL CITY INTERGOVERNMENTAL</b>	<b>1,095,185</b>	<b>1,095,185</b>
<b><u>SCHOOL:</u></b>		
STATE ADEQUACY GRANT	8,042,417	7,859,138
MEDICAID REIMBURSEMENT	100,000	150,000
BUILDING AID	512,476	486,345
SPECIAL EDUCATION AID	325,000	325,000
VOCATIONAL AID	40,000	40,000
TUITION	27,500	234,500
OTHER LOCAL SOURCES	551,723	237,766
USE OF FUND BALANCE	419,671	0
<b>SUBTOTAL SCHOOL INTERGOVERNMENTAL</b>	<b>10,018,787</b>	<b>9,332,749</b>
<b>TOTAL INTERGOVERNMENTAL</b>	<b>11,113,972</b>	<b>10,427,934</b>



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## General Fund Revenue Estimates

	FY 21-22	FY 22-23
<b>OTHER REVENUE</b>		
INTEREST ON INVESTMENTS	45,000	45,000
INCOME FROM DEPARTMENTS	539,161	539,161
SALE OF CITY PROPERTY	25,000	25,000
LEASE PAYMENTS	135,000	135,000
HYDRO LEASE	34,000	34,000
	<b>778,161</b>	<b>778,161</b>
<b>OTHER FINANCING SOURCES</b>		
TRANSFERS IN FROM OTHER FUNDS	0	105,000
USE OF FUND BALANCE - REDUCE TAXES	800,000	1,050,000
	<b>800,000</b>	<b>1,155,000</b>
<b>TOTAL</b>	<b>45,532,170</b>	<b>46,813,024</b>
<b>INCREASE IN REVENUES FROM PREVIOUS YEAR</b>		<b>1,280,854</b>
<b>PERCENTAGE OF INCREASE IN REVENUES</b>		<b>2.81%</b>



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 400 ELECTED LEADERSHIP

#### 100 MAYOR-COUNCIL

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
40101	Mayor Salary	2,106	2,106	2,106
40102	Council Salaries	9,477	9,477	9,477
40103	School Board Salaries	9,477	9,477	9,477
41700	Fica/Medicare	1,628	1,611	1,611
41775	Workers Comp Insurance	41	54	54
43000	Travel/Training	0	500	500
44101	Office Supplies	1,462	1,000	1,750
44150	Period & Forms	0	200	200
44500	Postage	97	500	500
45000	Association Dues	0	3,481	2,500

<i>Mayor-Council</i>	<b>24,288</b>	<b>28,406</b>	<b>28,175</b>
<i>Difference From Previous Budget</i>			<b>-231</b>
<i>Percentage Difference From Previous Budget</i>			<b>-0.81%</b>




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**GENERAL FUND FY2022-2023 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>22-23 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	1,750	General Office Supplies
44150	Period & Forms	200	Printing of forms, subscriptions
44500	Postage	500	Postage
45000	Association Dues	2,500	Conferences for Mayor/Council

*Mayor-Council*

**28,175**



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 400 ELECTED LEADERSHIP

#### 110 CIVIC PROMOTIONS

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
45410	Decorations/Banners	9,896	5,000	5,000
45411	Memorial Day	0	800	800
45416	Employee Appreciation	405	1,000	1,000
45417	Boards Appreciation Dinner	911	1,750	1,750
45419	Christmas Parade	4,500	5,000	5,000
<i>Civic Promotions</i>		<i>15,711</i>	<i>13,550</i>	<i>13,550</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 FY2022-2023 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>22-23 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>
		<b>13,550</b>	





## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 400 ELECTED LEADERSHIP

#### 111 COMMUNITY SUPPORT

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>20-21 ACTUAL</b>	<b>21-22 BUD</b>	<b>22-23 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	50,000
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 Hope	500	500	500
45492	AIDS Response	500	500	500
45493	Strafford Meals on Wheels	0	2,500	2,500

<i>Community Support</i>	<b>107,280</b>	<b>109,780</b>	<b>154,780</b>
<i>Difference From Previous Budget</i>			45,000
<i>Percentage Difference From Previous Budget</i>			40.99%

<i>Total Elected Leadership</i>	<b>147,279</b>	<b>151,736</b>	<b>196,505</b>
<i>Difference From Previous Budget</i>			44,769
<i>Percentage Difference From Previous Budget</i>			29.50%



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 400 ELECTED LEADERSHIP

#### 111 COMMUNITY SUPPORT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
45472	Coast Bus Service	80,280	Request = \$ 96,995
45473	Big Brothers Big Sisters	1,500	Request = \$ 1,800
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	50,000	N/A
45482	Community Action Program	4,000	Request = \$ 5,000
45483	Festival Association	5,000	Request = \$ 5,000
45490	Crossroads House	1,000	Request = \$ 1,000
45491	Lydia's House of Hope	500	Request = \$
45492	AIDS Response	500	Request = \$ 500
45493	Strafford Meals on Wheels	2,500	Request = \$ 2,500
Totals		154,780	Total Request = \$ 127,795

#### New Requests for Fiscal Year 2023

ShareFund	0	Request = \$ 3,500
CASA	0	Request = \$ 1,000
Sober Sisters Recovery	0	Request = \$5,000
Lions Club	0	Request = \$ 2,500
Totals - New requests	0	Total Requests = \$12,000



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 401 CITY MANAGEMENT

#### 120 CITY MANAGER

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
40200	Full Time Salaries	269,048	261,222	271,738
41100	Health/Dental Ins	61,885	62,883	61,058
41200	Life & Disability	4,830	5,369	5,587
41700	Fica/Medicare	20,586	19,983	20,788
41750	Unemploy Insurance	186	190	190
41775	Workers Comp Insurance	328	428	364
41780	State Retirement	37,684	43,762	47,999
43000	Travel/Training	317	4,100	4,100
44101	Office Supplies	1,423	950	950
44102	Computer Supplies	0	250	250
44150	Period & Forms	50	100	100
44406	Vehicle Allowance	6,600	6,600	6,600
44500	Postage	365	300	300
45500	Association Dues	1,188	1,300	1,300

<i>City Manager</i>	<b>404,489</b>	<b>407,437</b>	<b>421,324</b>
<i>Difference From Previous Budget</i>			<b>13,887</b>
<i>Percentage Difference From Previous Budget</i>			<b>3.41%</b>




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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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**401 CITY MANAGEMENT**

**120 CITY MANAGER**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>22-23 PROPOSED</b></i>	<i><b>Detail</b></i>
40200	Full Time Salaries	271,738	<b>City Manager \$139,900</b> <b>Exec Assistant 54,246</b> <b>HR Manager 77,592</b>
41100	Health/Dental Ins	61,058	<b>3 Full Time employees</b>
41200	Life & Disability	5,587	<b>3 Full Time employees</b>
41700	Fica/Medicare	20,788	<b>Salary (\$271,738) X 7.65%</b>
41750	Unemploy Insurance	190	<b>3 Full Time employees</b>
41775	Workers Comp Insurance	364	<b>PRIMEX Insurance</b>
41780	State Retirement	47,999	<b>Salary (\$271,738) X 14.06% plus CM 457 Plan</b>
43000	Travel/Training	4,100	<b>Conferences/Training, Travel for City Manager and HR Manager and other expenses, HR Manager Certification(s)</b>
44101	Office Supplies	950	<b>General Office Supplies</b>
44102	Computer Supplies	250	<b>Toner, Ink, etc.</b>
44150	Period & Forms	100	<b>Letterhead, forms, etc.</b>
44406	Vehicle Allowance	6,600	<b>Monthly vehicle allowance</b>
44500	Postage	300	<b>Postage</b>
45500	Association Dues	1,300	<b>ICMA, State Manager's Association, SHRM, SHRA, for City Manager and HR Manager</b>

**421,324**



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 401 CITY MANAGEMENT

#### 121 ADMINISTRATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
45100	City Attorney/Legal Services	23,789	45,000	45,000
45101	Litigation	15,226	10,000	10,000
45200	Account & Audit	13,066	17,500	17,500
45440	Newsletter	0	250	250
45500	Association Dues	9,594	10,031	10,031
45800	Printing	83	100	100
45900	Miscellaneous Services	934	2,500	2,500
45901	Advertising	93	300	300
45907	Safety/Risk Management	0	300	300
45908	Consultant	0	4,000	4,000
45909	Internet/Web Site	2,711	4,500	4,500
46100	Building Ins	10,289	12,000	14,004
46200	Professional Insurance	414	410	478
47100	Computer Supply/Maint	3,145	2,500	2,500
<i>Administration</i>		<b>79,343</b>	<b>109,391</b>	<b>111,463</b>
<i>Difference From Previous Budget</i>				2,072
<i>Percentage Difference From Previous Budget</i>				1.89%
<i>Total City Management</i>		<b>483,833</b>	<b>516,828</b>	<b>532,787</b>
<i>Difference From Previous Budget</i>				15,959
<i>Percentage Difference From Previous Budget</i>				3.09%




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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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**401 CITY MANAGEMENT**

**121 ADMINISTRATION**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>22-23 PROPOSED</b></i>	<i><b>Detail</b></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 - Bi-annually
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, Internet services (Comcast)
46100	Building Insurance	14,004	PRIMEX
46200	Professional Insurance	478	PRIMEX
47100	Computer Supply/Maint	2,500	Hardware Maintenance/Repair/Replacement

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***111,463***



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 300 FINANCE DEPARTMENT

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
40200	Full Time Salaries	245,972	240,805	247,242
41100	Health/Dental Ins	49,140	50,070	62,751
41200	Life & Disability	3,229	3,456	3,397
41500	Retirees Life Insurance	1,292	1,292	1,292
41700	Fica/Medicare	18,237	18,422	18,914
41750	Unemploy Insurance	186	190	190
41775	Workers Comp Insurance	308	402	342
41780	State Retirement	27,692	33,857	34,762
43000	Travel/Training	87	2,500	3,000
44101	Office Supplies	3,665	1,800	2,200
44150	Period & Forms	1,791	1,300	1,500
44500	Postage	1,865	2,500	2,500
45500	Association Dues	346	310	346
45800	Printing	0	400	500
45905	IT Consultant	23,141	25,000	25,000
46200	Professional Insurance	2,866	2,830	3,303
47100	Computer Supply/Maint	977	1,500	2,000
47200	Office Machine/Software Maint	13,779	14,200	14,200

<i>Finance Department</i>	<b>394,574</b>	<b>400,834</b>	<b>423,439</b>
<i>Difference From Previous Budget</i>			22,605
<i>Percentage Difference From Previous Budget</i>			5.64%



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 300 FINANCE DEPARTMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	247,242	Dep. CM/Fin Dir. \$116,543 Asst.Fin Dir. 81,744 Fin Clerk 48,955
41100	Health/Dental Ins	62,751	3 Full time employees
41200	Life & Disability	3,397	3 Full Time employees
41500	Retirees Life Insurance	1,292	Retiree Life Insurance
41700	Fica/Medicare	18,914	Salary (\$247,242) X 7.65%
41750	Unemploy Insurance	190	PRIMEX
41775	Workers Comp Insurance	342	PRIMEX
41780	State Retirement	34,762	Salary (\$247,242) X 14.06%
43000	Travel/Training	3,000	GFOA, NHGFOA conferences, other training for 3 staff in the finance department
44101	Office Supplies	2,200	General Office supplies.
44150	Period & Forms	1,500	Checks, envelopes, letterhead.
44500	Postage	2,500	Postage for Mailing
45500	Association Dues	346	GFOA \$190, NHGFOA dues \$120. Finance Director and Asst. Finance Dir. NHGFOA AP/Payroll Clerk PTIN for W-2's \$36
45800	Printing	500	Printing supplies for annual budget and CIP document.
45905	IT Consultant	25,000	IT Consultant - Combination of on-site support and remote monitoring with BackBay Networks
46200	Professional Insurance	3,303	PRIMEX
47100	Computer Supply/Maint	2,000	Computers - Parts and Maintenance
47200	Office Machine/Software Maint	14,200	Tyler Tech \$10,200 Off-Site Storage/Back up \$4,000

**423,439**





## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 310 CITY CLERK

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
40200	Full Time Salaries	100,564	103,159	106,640
41100	Health/Dental Ins	24,287	33,190	29,782
41200	Life & Disability	1,342	1,786	1,643
41500	Retirees Life Insurance	534	534	534
41700	Fica/Medicare	7,938	7,892	8,158
41750	Unemploy Insurance	124	125	124
41775	Workers Comp Insurance	128	167	142
41780	State Retirement	10,928	14,504	14,994
43000	Travel/Training	0	1,250	1,250
44101	Office Supplies	1,545	1,300	1,300
44500	Postage	825	700	850
45500	Association Dues	310	70	70
45800	Printing	1,457	1,000	1,000
45901	Advertising	2,142	2,500	2,500
45925	Miscellaneous Physicals	80	0	0
46200	Professional Insurance	514	510	595
47100	Computer Supply/Maint	2,000	2,500	2,500
47200	Office Machine/Software Maint	181	750	750

<i>City Clerk</i>	<b>154,897</b>	<b>171,937</b>	<b>172,832</b>
<i>Difference From Previous Budget</i>			895
<i>Percentage Difference From Previous Budget</i>			0.52%



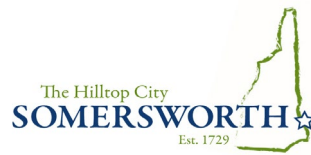
## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 310 CITY CLERK

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	106,640	City Clerk \$ 64,089 Dep.City Clerk 42,551
41100	Health/Dental Ins	29,782	2 Full Time employees
41200	Life & Disability	1,643	2 Full Time employees
41500	Retirees Life Insurance	534	Retirees Life Insurance
41700	Fica/Medicare	8,158	Salary (\$106,640) X 7.65%
41750	Unemploy Insurance	124	PRIMEX
41775	Workers Comp Insurance	142	PRIMEX
41780	State Retirement	14,994	Salary (\$106,640) 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	850	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	595	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

172,832



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 311 ELECTIONS

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
40220	Part Time Salaries	18,220	5,000	8,000
41700	FICA/Medicare	39	0	0
43600	Election Meals	2,031	750	2,000
44101	Office Supplies	329	200	400
44500	Postage	2,377	100	200
45800	Printing	0	1,500	1,500
45901	Advertising	0	700	700
47102	Election Machine Programming	3,299	2,750	5,000
47200	Office Machine/Software Maint	1,250	1,250	1,250
48101	Electricity	282	300	300
48103	Heating Fuel	326	1,000	1,000
48200	Building Maint	222	0	0

*Elections* **28,376** **13,550** **20,350**

*Difference From Previous Budget* **6,800**

*Percentage Difference From Previous Budget* **50.18%**




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**GENERAL FUND FY2022-2023 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>22-23 PROPOSED</b></i>	<i><b>Detail</b></i>
40220	Part Time Salaries	8,000	<b>Two elections</b>
43600	Election Meals	2,000	<b>Meals for Election Workers - 2 elections</b>
44101	Office Supplies	400	<b>General Election Supplies for two elections</b>
44500	Postage	200	<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	5,000	<b>Programming equipment (\$2,500), 2 elections</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>

**20,350**



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 320 TAX COLLECTOR

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
40200	Full Time Salaries	139,101	145,479	152,880
40220	Part Time Salaries	10,276	0	0
41100	Health/Dental Ins	47,408	47,348	69,926
41200	Life & Disability	2,086	2,238	2,389
41700	Fica/Medicare	10,813	11,129	11,695
41750	Unemploy Insurance	186	190	190
41775	Workers Comp Insurance	159	208	177
41780	State Retirement	15,708	20,454	21,495
43000	Travel/Training	0	750	1,000
44101	Office Supplies	1,215	1,000	1,250
44500	Postage	13,681	14,000	14,000
45500	Association Dues	20	60	60
45800	Printing	1,261	250	1,000
45915	Title Search Fees	2,328	3,000	3,000
45916	Register of Deeds	1,044	1,500	1,500
45917	Notary Renewals	0	75	75
46200	Professional Insurance	2,187	2,161	2,522
47200	Office Machine/Software Maint	11,973	10,690	11,400

<i>Tax Collector</i>	<b>259,447</b>	<b>260,532</b>	<b>294,559</b>
<i>Difference From Previous Budget</i>			<b>34,027</b>
<i>Percentage Difference From Previous Budget</i>			<b>13.06%</b>




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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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**403 FINANCE AND ADMINISTRATION**

**320 TAX COLLECTOR**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>22-23 PROPOSED</b></i>	<i><b>Detail</b></i>
40200	Full Time Salaries	152,880	<b>Tax Collector \$60,931</b> <b>Deputy 49,171</b> <b>Deputy 42,778</b>
41100	Health/Dental Ins	69,926	<b>3 Full Time employees</b>
41200	Life & Disability	2,389	<b>3 Full Time employees</b>
41700	Fica/Medicare	11,695	<b>Salary (\$152,880) X 7.65%</b>
41750	Unemploy Insurance	190	<b>PRIMEX</b>
41775	Workers Comp Insurance	177	<b>PRIMEX</b>
41780	State Retirement	21,495	<b>Salary (\$152,880) X 14.06%</b>
43000	Travel/Training	1,000	<b>Mileage and training expenses</b>
44101	Office Supplies	1,250	<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	1,000	<b>Misc 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 employee</b>
46200	Professional Insurance	2,522	<b>PRIMEX</b>
47200	Office Machine/Software Maint	11,400	<b>E-Reg (Interware) \$3,700, Tyler, \$7,700</b>
		<b>294,559</b>	

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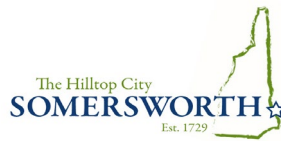
## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 330 HUMAN SERVICES

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
40200	Full Time Salaries	51,096	52,510	55,863
41100	Health/Dental Ins	15,924	18,001	23,973
41200	Life & Disability	798	791	849
41500	Retirees Life Insurance	102	0	0
41700	Fica/Medicare	3,895	4,017	4,273
41750	Unemploy Insurance	62	60	60
41775	Workers Comp Insurance	66	86	73
41780	State Retirement	5,482	7,383	7,854
43000	Travel/Training	88	500	500
44101	Office Supplies	140	500	500
44500	Postage	86	50	100
45485	Direct Relief-Rent	36,019	120,000	120,000
45486	Direct Relief-Rx-Medical	0	2,000	2,000
45487	Direct Relief-Utilities	177	6,000	6,000
45488	Direct Relief-Other	2,655	10,000	10,000
45494	Homeless/Shelter Support	20,000	10,000	10,000
45900	Miscellaneous Services	153	250	250
45901	Advertising	227	0	0
47200	Office Machine/Software Maint	829	850	875

<i>Human Services</i>	<b>137,798</b>	<b>232,998</b>	<b>243,170</b>
<i>Difference From Previous Budget</i>			<b>10,172</b>
<i>Percentage Difference From Previous Budget</i>			<b>4.37%</b>




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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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**403 FINANCE AND ADMINISTRATION**

**330 HUMAN SERVICES**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>22-23 PROPOSED</b>	<b>Detail</b>
40200	Full Time Salaries	55,863	1 Full Time employee
41100	Health/Dental Ins	23,973	1 Full Time employee
41200	Life & Disability	849	1 Full Time employee
41500	Retirees Life Insurance	0	Retirees Life Insurance
41700	Fica/Medicare	4,273	Salary (\$55,863) X 7.65%
41750	Unemploy Insurance	60	1 Full Time employee
41775	Workers Comp Insurance	73	PRIMEX
41780	State Retirement	7,854	Salary (\$55,863) X 14.06%
43000	Travel/Training	500	Training and mileage reimbursement
44101	Office Supplies	500	General Office Supplies
44500	Postage	100	Postage for mailings
45485	Direct Relief-Rent	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 food, personal items, burials, etc.
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 expenses.
47200	Office Machine/Software Maint	875	Annual Fee for GAPS

**243,170**





## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 350 LIBRARY

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
40200	Full Time Salaries	110,162	111,973	116,411
40220	Part Time Salaries	49,996	75,181	79,425
41100	Health/Dental Ins	15,448	15,931	14,662
41200	Life & Disability	1,690	1,652	1,747
41700	Fica/Medicare	12,396	14,700	14,981
41750	Unemploy Insurance	310	320	320
41775	Workers Comp Insurance	203	265	225
41780	State Retirement	12,405	15,743	16,367
43000	Travel/Training	25	400	400
44101	Office Supplies	1,654	2,000	2,000
44150	Period & Forms	2,250	2,250	2,250
44300	Janitorial Supplies	594	350	500
44500	Postage	18	100	50
45500	Association Dues	290	645	645
45600	Telephone	1,157	1,200	1,200
45800	Printing	16	100	100
45901	Advertising	93	150	150
45925	Miscellaneous Physicals	128	175	175
46100	Building Ins	3,198	3,500	4,085
47100	Computer Supply/Maint	399	500	500
47200	Office Machine/Software Maint	4,152	2,750	2,750
47700	Books	13,986	13,500	13,500
47701	Audio - Visual	3,549	4,200	4,200
47702	Books - Children	3,908	4,000	4,000
47703	Public Programs	1,222	1,800	1,800
47704	Electronic Resources	1,609	2,300	4,500
48101	Electricity	6,263	8,100	8,100
48102	Water & Sewer	449	360	360
48103	Heating Fuel	2,899	3,000	3,000
48200	Building Maint	4,512	3,500	4,500



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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
	<i>Library</i>	<i>254,981</i>	<i>290,645</i>	<i>302,903</i>
	<i>Difference From Previous Budget</i>			<i>12,258</i>
	<i>Percentage Difference From Previous Budget</i>			<i>4.22%</i>



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 350 LIBRARY

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	116,411	Librarian \$ 67,240 Assistant 49,171
40220	Part Time Salaries	79,425	4 Part Time Assistants
41100	Health/Dental Ins	14,662	2 Full Time employees
41200	Life & Disability	1,747	2 Full Time employees
41700	Fica/Medicare	14,981	Salary (\$195,836) * 7.65%
41750	Unemploy Insurance	320	PRIMEX Insurance
41775	Workers Comp Insurance	225	PRIMEX Insurance
41780	State Retirement	16,367	Salary (\$116,411) 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/cards \$1,500
44150	Period & Forms	2,250	Magazine Subscriptions \$900 Newspaper Subscriptions \$300 NH Statutes Subscription \$150 Microfiche \$900
44300	Janitorial Supplies	500	Cleaning supplies, toilet paper and paper towels
44500	Postage	50	Based on Prior years
45500	Association Dues	645	NHLA and NELA \$180 (\$90x2), ALA \$290 (\$145x2) NH Library Trustees \$150 (\$30x5) Rochester Area Libraries \$25
45600	Telephone	1,200	Annual Telephone - Avg. \$100/month
45800	Printing	100	Book Discussion \$50 Summer Reading \$50
45901	Advertising	150	General Advertising as needed (such a job postings)
45925	Miscellaneous Physicals	175	1 pre-employment Physical
46100	Building Ins	4,085	PRIMEX
47100	Computer Supply/Maint	500	Maintain Staff and Public Access Computers, Smart Shiel Annual License \$80
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 FY2022-2023 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>22-23 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	4,500	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	4,500	Dumbwaiter Inspect and certify, Furnace Maint, fire Alarm and Extinguishers, Replacement of Light Fixture Covers, Plumbing repairs, Carpet & Floor cleaning

**302,903**



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 360 ASSESSING

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
40200	Full Time Salaries	40,070	42,819	45,770
41100	Health/Dental Ins	6,857	10,110	8,853
41200	Life & Disability	610	685	717
41700	Fica/Medicare	3,166	3,276	3,501
41750	Unemploy Insurance	62	60	60
41775	Workers Comp Insurance	58	76	65
41780	State Retirement	4,354	6,020	6,435
43000	Travel/Training	50	150	150
44101	Office Supplies	396	400	400
44150	Period & Forms	656	650	675
44500	Postage	1,487	700	1,500
44902	Registry Fees	12	200	150
45500	Association Dues	20	45	20
45700	Contract Services	51,985	49,500	51,000
45706	Assessing - Reval/Cycled Insp.	33,412	38,500	38,500
45903	Rev Tax Maps	0	2,325	2,325
45910	Pysicals	80	0	0
47103	Analytical Program	10,700	10,900	11,100

<i>Assessing</i>	<b>153,975</b>	<b>166,416</b>	<b>171,221</b>
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<i>Difference From Previous Budget</i>			<b>4,805</b>
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<i>Percentage Difference From Previous Budget</i>			<b>2.89%</b>
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<i>Total Finance and Administration</i>	<b>1,384,048</b>	<b>1,536,912</b>	<b>1,628,474</b>
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<i>Difference From Previous Budget</i>			<b>91,562</b>
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<i>Percentage Difference From Previous Budget</i>			<b>5.96%</b>
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## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 403 FINANCE AND ADMINISTRATION

#### 360 ASSESSING

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	45,770	Assessing Clerk
41100	Health/Dental Ins	8,853	1 Full Time employee
41200	Life & Disability	717	1 Full Time employee
41700	Fica/Medicare	3,501	Salary (\$45,770) X 7.65%
41750	Unemploy Insurance	60	PRIMEX Insurance
41775	Workers Comp Insurance	65	PRIMEX Insurance
41780	State Retirement	6,435	Salary (\$45,770) X 14.06%
43000	Travel/Training	150	Assessing Seminars
44101	Office Supplies	400	General office supplies
44150	Period & Forms	675	Marshall & Swift Book-service for updates annually
44500	Postage	1,500	Postage for routine mailings, call back letters for cycled inspections, and our welcome packet to new property owners.
44902	Registry Fees	150	Fees for printing Deeds
45500	Association Dues	20	Assessing Dues - Staff \$20
45700	Contract Services	51,000	Contracted Assessing Services
45706	Assessing - Reval/Cycled Insp.	38,500	Cycled Inspections Contract - year 3 of 4 year cycle
45903	Rev Tax Maps	2,325	Tax map updates. SRPC provided an estimate to make approx 40 changes each year would be \$2,100
47103	Analytical Program	11,100	Annual cost of providing the City tax cards online. Property information is updated annually as part of the service \$8,600
			CAI - GIS/Assessors maps \$2,500

**171,221**



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 400 PLANNING

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
40200	Full Time Salaries	125,898	135,603	168,221
40220	Part Time Salaries	56,380	55,825	28,610
41100	Health/Dental Ins	47,366	51,381	60,232
41200	Life & Disability	1,641	1,891	2,543
41700	Fica/Medicare	13,426	14,644	15,058
41750	Unemploy Insurance	186	190	185
41775	Workers Comp Insurance	2,712	3,037	2,581
41780	State Retirement	13,653	19,066	23,652
43000	Travel/Training	373	1,500	1,500
44101	Office Supplies	938	1,000	1,000
44500	Postage	3,872	3,500	3,500
45402	Strafford Regional Planning Co	10,267	10,267	10,264
45500	Association Dues	60	1,150	1,150
45700	Contract Services	8,294	0	0
45901	Advertising	4,671	4,000	4,000
45910	Physicals	48	127	127
45925	Miscellaneous Physicals	80	0	0
47200	Office Machine/Software Maint	2,552	650	650

<i>Planning</i>	<b>292,417</b>	<b>303,831</b>	<b>323,273</b>
<i>Difference From Previous Budget</i>			<b>19,442</b>
<i>Percentage Difference From Previous Budget</i>			<b>6.40%</b>



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 400 PLANNING

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	168,221	Director \$93,050 Secretary 49,171 Planning Tech (1/2 year) \$26,000 ED Manager - 28 Hours per week 1/2 year
40220	Part Time Salaries	28,610	3 Full Time employees
41100	Health/Dental Ins	60,232	3 Full Time employees
41200	Life & Disability	2,543	Salary (\$196,831) X 7.65%
41700	Fica/Medicare	15,058	PRIMEX Insurance
41750	Unemploy Insurance	185	PRIMEX Insurance
41775	Workers Comp Insurance	2,581	Salary (\$168,221) X 14.06%
41780	State Retirement	23,652	NNECAPA (2 attendees), NHPA annual conferences, Municipal Law Lecture series, RSA updates
43000	Travel/Training	1,500	Ink for Plotter (Approx 7 per year) General clerical supplies including materials to send out packets to Board members
44101	Office Supplies	1,000	General mailing, packets for Board members, owner notification for proposed amendment changes, etc.
44500	Postage	3,500	Annual City membership dues based on written quote from Commission
45402	Strafford Regional Planning Co	10,264	Northern NE Planners Association National Arbor Day Foundation American Planning Association AICP Renewal
45500	Association Dues	1,150	Ads in local newspaper for meeting notices and requests for bids
45901	Advertising	4,000	New employees, as needed
45910	Physicals	127	ESRI annual software fee, other maintenance as needed
47200	Office Machine/Software Maint	650	

323,273





## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 401 ECONOMIC DEVELOPMENT

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
43000	Travel/Training	86	200	200
44101	Office Supplies	271	300	150
44107	Presentations	0	500	250
44500	Postage	7	250	100
45500	Association Dues	395	575	395
45700	Contract Services	0	2,500	2,500
45800	Printing	0	600	0
45901	Advertising	3,530	3,000	3,000
47200	Ofc Machine/Software Maint	200	200	200

*Economic Development* **4,489** **8,125** **6,795**

*Difference From Previous Budget* **-1,330**

*Percentage Difference From Previous Budget* **-16.37%**




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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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**404 DEVELOPMENT SERVICES**

**401 ECONOMIC DEVELOPMENT**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>22-23 PROPOSED</b></i>	<i><b>Detail</b></i>
43000	Travel/Training	200	Economic development conferences, travel, and various ED training opportunities
44101	Office Supplies	150	General office supplies
44107	Presentations	250	Hosting of annual Chamber Business Before Hours and other ED events
44500	Postage	100	Mailings to Somersworth Businesses and business recruitment efforts
45500	Association Dues	395	NHCIBOR and Chamber of Commerce
45700	Contract Services	2,500	Consulting Services as needed
45901	Advertising	3,000	Adv. in "NH Business Review" (\$415) Regional ad in Business NH Magazine (Millyard) x6 @ \$399.33 an ad
47200	Ofc Machine/Software Maint	200	Constant Contact Yearly Membership
		<b>6,795</b>	

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## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 410 CODE ENFORCEMENT

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
40200	Full Time Salaries	115,960	117,788	126,033
40220	Part Time Salaries	11,681	14,837	15,331
41100	Health/Dental Ins	42,697	42,697	41,443
41200	Life & Disability	1,665	1,721	1,858
41700	Fica/Medicare	9,485	10,146	10,814
41750	Unemploy Insurance	186	190	185
41775	Workers Comp Insurance	5,400	7,051	5,993
41780	State Retirement	13,067	16,561	17,720
43000	Travel/Training	310	600	600
44101	Office Supplies	216	350	350
44150	Period & Forms	103	300	1,564
44400	Vehicle Fuel	752	1,200	1,200
44500	Postage	540	1,000	1,000
45500	Association Dues	275	260	295
45601	Cell Phones	718	600	600
45901	Advertising	0	200	100
45910	Physicals	48	127	127
46300	Fleet & Equip Insurance	762	990	1,155
47201	Office Equip	307	750	750
47203	Equipment - Codes	63	100	150
47600	Vehicle Maintenance	105	1,000	500

<i>Code Enforcement</i>	<b>204,342</b>	<b>218,468</b>	<b>227,768</b>
<i>Difference From Previous Budget</i>			9,300
<i>Percentage Difference From Previous Budget</i>			4.26%



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 410 CODE ENFORCEMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	126,033	BI/Code Officer \$ 65,078 Property Maint. Code 60,955
40220	Part Time Salaries	15,331	Part time electrical inspector - 8 Hrs./week Coverage for Code Officer - 40 hours each year
41100	Health/Dental Ins	41,443	2 Full Time employees
41200	Life & Disability	1,858	2 Full Time employees
41700	Fica/Medicare	10,814	Salary (\$141,364) X 7.65%
41750	Unemploy Insurance	185	PRIMEX Insurance
41775	Workers Comp Insurance	5,993	PRIMEX Insurance
41780	State Retirement	17,720	Salary (\$126,033) 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	1,564	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	295	ICC (City) \$150, NHBOA (1) \$75, Seacoast Code Officials (2) \$35
45601	Cell Phones	600	Cell phone payment for 2 Code Officers.
45901	Advertising	100	Advertising as needed.
45910	Physicals	127	New employee physicals as needed.
46300	Fleet & Equip Insurance	1,155	PRIMEX
47201	Office Equip	750	Filing Cabinets, other office equipment
47203	Equipment - Codes	150	Purchase tools, testing equipment, etc. for Code officers for inspections
47600	Vehicle Maintenance	500	General vehicle maintenance for two code cars.

227,768



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 426 RECREATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
40200	Full Time Salaries	55,593	55,536	58,348
40220	Part Time Salaries	16,885	16,254	17,077
40240	Seasonal Salaries	5,916	53,400	53,400
41100	Health/Dental Ins	19,980	19,980	19,402
41200	Life & Disability	814	821	875
41700	Fica/Medicare	5,845	9,577	9,855
41750	Unemploy Insurance	124	125	122
41775	Workers Comp Insurance	3,554	4,641	3,945
41780	State Retirement	6,277	7,808	8,204
43000	Travel/Training	340	400	820
44101	Office Supplies	214	325	325
44202	Parks Repair	6,750	0	0
44400	Vehicle Fuel	158	600	500
44500	Postage	16	50	50
45434	Special Events	1,016	3,750	2,750
45438	Kids Camp	1,762	10,000	10,000
45439	Trends/Teen Camp	0	7,583	7,583
45443	Saturday Soccer	315	700	700
45444	Saturday Basketball	0	1,300	1,300
45445	Granite State Track and Field	351	450	450
45500	Association Dues	65	70	70
45601	Cell Phones	286	375	375




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## GENERAL FUND FY2022-2023 PROPOSED BUDGET

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### 404 DEVELOPMENT SERVICES

#### 426 RECREATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
45901	Advertising	0	500	350
45910	Physicals	920	2,500	1,750
46300	Fleet & Equip Insurance	398	520	607
47200	Office Machine/Software Maint	1,392	750	750
47600	Vehicle Maintenance	0	250	250

<i>Recreation</i>	<i>128,970</i>	<i>198,265</i>	<i>199,858</i>
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<i>Difference From Previous Budget</i>			<i>1,593</i>
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<i>Percentage Difference From Previous Budget</i>			<i>0.80%</i>
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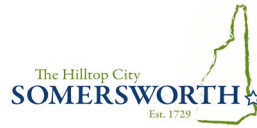


## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 426 RECREATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	58,348	Rec Supervisor \$58,348
40220	Part Time Salaries	17,077	Part Time Clerk - 20hrs per week
40240	Seasonal Salaries	53,400	3 Summer Camp Directors and 9 Summer Camp Counselors
41100	Health/Dental Ins	19,402	1 Full Time employee
41200	Life & Disability	875	1 Full Time employee
41700	Fica/Medicare	9,855	Salary (\$128,825) X 7.65%
41750	Unemploy Insurance	122	PRIMEX Insurance
41775	Workers Comp Insurance	3,945	PRIMEX Insurance
41780	State Retirement	8,204	Salary (\$58,348) X 14.06%
43000	Travel/Training	820	NHRPA State Conference fee \$70, NNERP Conference fee \$150 First Aid/CRP/AED Summer Camp Training (12 staff x \$35) \$420 Rec Staff Mileage Reimb. \$80 MISC Camp Training Supplies \$100
44101	Office Supplies	325	General office supplies
44400	Vehicle Fuel	500	Rec Truck fuel
44500	Postage	50	Postage for general Rec mailings
45434	Special Events	2,750	Special event supplies for: Trick or Treat at City Hall; Senior Picnic; Sips & Sentiments Event; Senior Holiday Tea; Candy Cane Hunt; Valentine's Dance; Easter Egg Hunt; Senior Luau Party; Family Event; National Night Out
45438	Kids Camp	10,000	Camp t-shirts; camp games, sports equipment, & supplies; NH State Park pass fee; Bus transportation for field trips; First aid supplies & ice packs; staff shirts; MISC field trips (rainy day & special trips); phone cards for 2 camp cell phones; camp admin supplies
45439	Trends/Teen Camp	7,583	8 Friday field trips for 34 kids + staff (cost varies depending on location); bus transportation to 8 trips; 4 Gathering Place Studio trips (walking field trip), special events, camp supplies Aquaboggan tickets (superpass) \$748 Hilltop Fun Center \$578 Funtown Tickets \$816 Indoor Ascent \$748 Hampton Beach & Mini Golf \$408 Canobie Lake Park \$1,155 Hike Mount Major \$0 Gathering Place Studio/shop(4 trips) \$200 Misc. program supplies \$680 Transportation fees \$2,250




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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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**404 DEVELOPMENT SERVICES**

**426 RECREATION**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>22-23 PROPOSED</b></i>	<i><b>Detail</b></i>
45443	Saturday Soccer	700	t-shirts; participation medals; soccer balls, mini soccer nets, ball pumps, cones, name tags, first aid supplies, & 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 for grades 3-6 boys & girls, ball pumps, clip boards, whistles, name tags, cones, pennies, general supplies
45445	Granite State Track and Field	450	t-shirts; timers & whistles; name tags; cones; agility ladder/track equipment; first aid supplies; \$5 fee per athlete to participate in District Track Meet; MISC supplies
45500	Association Dues	70	NH Recreation & Parks Association dues for Rec Supervisor (annual)
45601	Cell Phones	375	Summer Camp program cell phone
45901	Advertising	350	Recreation employment ads & MISC program ads
45910	Physicals	1,750	Physicals, drug screen, & background checks for 12 seasonal employees.
46300	Fleet Insurance	607	<b>PRIMEX</b>
47200	Office Machine/Software	750	Rec Dept. Computer maint/replacement as needed
47600	Vehicle Maintenance	250	Maintenance & repairs for Rec truck

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**199,858**





## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 427 CITY HALL

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
40200	Full Time Salaries	31,893	33,761	34,611
41100	Health/Dental Ins	24,696	24,696	23,973
41200	Life & Disability	528	588	622
41700	Fica/Medicare	2,411	2,583	2,648
41750	Unemploy Insurance	62	60	58
41775	Workers Comp Insurance	43	61	52
41780	State Retirement	3,592	4,747	4,866
44101	Office Supplies	2,152	2,500	2,500
44300	Janitorial Supplies	2,094	2,000	2,200
44903	Meeting Supplies	78	150	150
45600	Telephone	17,107	16,800	18,000
45601	Cell Phones	501	700	700
45901	Advertising	62	0	0
45950	Rentals	5,361	4,600	5,720
47200	Office Machine/Software Maint	3,371	12,000	12,000
47201	Office Equip	2,877	4,000	3,500
48101	Electricity	20,996	28,000	28,000
48102	Water & Sewer	1,287	1,500	1,500
48103	Heating Fuel	2,807	5,000	5,000
48200	Building Maint	18,045	20,000	20,000
48201	Maintenance Contracts	5,530	5,600	10,570
48202	Old City Hall	8,183	7,500	8,200

<i>City Hall</i>	<b>153,675</b>	<b>176,846</b>	<b>184,870</b>
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<i>Difference From Previous Budget</i>			8,024
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<i>Percentage Difference From Previous Budget</i>			4.54%
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<i>Total Development Services</i>	<b>937,868</b>	<b>905,535</b>	<b>942,564</b>
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<i>Difference From Previous Budget</i>			37,029
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<i>Percentage Difference From Previous Budget</i>			4.09%
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## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 404 DEVELOPMENT SERVICES

#### 427 CITY HALL

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	34,611	Full Time Custodian
41100	Health/Dental Ins	23,973	1 Full Time employee
41200	Life & Disability	622	Insurance
41700	Fica/Medicare	2,648	Salary (\$34,611 X 7.65%)
41750	Unemploy Insurance	58	PRIMEX Insurance
41775	Workers Comp Insurance	52	PRIMEX Insurance
41780	State Retirement	4,866	FT Salary (\$34,611) X 14.06%
44101	Office Supplies	2,500	Paper, supplies for the copiers that are on lease through Seacoast Business Machine, other supplies
44300	Janitorial Supplies	2,200	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	18,000	Oxford Networks (Bayring) contract, includes phones, hosted service, and VOIP averaging \$1,500/month
45601	Cell Phones	700	Administration cell phone
45950	Rentals	5,720	Cintas, (for rug service and wet mops for 6 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 \$5,600 Machine Maint agreements \$5,000 Other maint \$1,400
47201	Office Equip	3,500	Postage Machine rental Formax (\$418/qtr), supplies \$1,500, other office equipment as needed
48101	Electricity	28,000	Electricity with Eversource
48102	Water & Sewer	1,500	City of Somersworth Total (based on averages of last 4 FY while accounting for rate increases)
48103	Heating Fuel	5,000	Natural Gas
48200	Building Maint	20,000	General bldg. maintenance
48201	Maintenance Contracts	10,570	Otis Elevator \$4,500 Burns Security \$1,100 AAA Energy \$4,970
48202	Old City Hall	8,200	Eversource, Northern Utilities, Water & Sewer

**184,870**



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 500 POLICE ADMIN

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
40200	Full Time Salaries	211,441	210,749	217,352
40300	Overtime	0	250	250
40400	Longevity	1,664	1,664	0
40420	Holiday Pay	2,412	2,412	3,202
40470	Leave Buyouts	1,728	0	0
41100	Health/Dental Ins	47,647	47,587	46,189
41200	Life & Disability	2,909	2,960	3,045
41500	Retirees Life Insurance	2,987	3,000	4,200
41700	Fica/Medicare	7,884	9,804	10,181
41750	Unemploy Insurance	310	266	193
41775	Workers Comp Insurance	4,759	6,322	6,404
41780	State Retirement	42,810	51,497	52,495
43000	Travel/Training	408	1,500	1,500
43001	Tuition Reimbursements	2,500	2,500	2,500
44101	Office Supplies	3,850	4,500	4,500
44150	Period & Forms	1,415	1,250	1,250
44300	Janitorial Supplies	1,013	1,500	1,250
44400	Vehicle Fuel	153	750	850
44500	Postage	1,135	1,800	1,500
44800	Clothing	11,066	10,000	10,000
45300	Cleaning Service-Clothes	161	250	250
45500	Association Dues	260	450	450
45800	Printing	1,000	1,000	1,000
45910	Physicals	458	500	500



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 500 POLICE ADMIN

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
45924	Misc Supplies	957	750	1,500
45926	Pre Employment Check	325	325	325
45951	Testing Fees	1,401	550	1,500
46100	Building Ins	10,057	11,500	11,500
46200	Professional Insurance	37,644	37,181	37,181
46300	Fleet & Equip Insurance	4,971	5,500	5,500
47100	Computer Supply/Maint	33,431	31,944	41,037
47200	Office Machine/Software Maint	465	1,600	1,000
47201	Office Equipment	560	0	0
47600	Vehicle Maintenance	1,035	750	750

<i>Police Admin</i>	<b>440,814</b>	<b>452,611</b>	<b>469,354</b>
<i>Difference From Previous Budget</i>			<b>16,743</b>
<i>Percentage Difference From Previous Budget</i>			<b>3.70%</b>



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 500 POLICE ADMIN

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	217,352	Chief \$108,226 Executive Assistant \$54,235 , Investigations Secretary \$54,891
40300	Overtime	250	Overtime account for Executive Assistant and Investigations Secretary
40420	Holiday Pay	3,202	Holiday payout of 96 hours per NEPBA Contract
41100	Health/Dental Ins	46,189	3 Full Time employees
41200	Life & Disability	3,045	Insurance
41500	Retirees Life Insurance	4,200	Insurance
41700	Fica/Medicare	10,181	(\$108,226) X 1.45% + (\$112,578) X 7.65%
41750	Unemploy Insurance	193	Insurance
41775	Workers Comp Insurance	6,404	Insurance
41780	State Retirement	52,495	(\$108,226) X 33.88% + (\$112,578) 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	Cost per Year: Paper \$1,500.00, Color Laser for Court-\$1,000, Printers cartridges/toner for 9 Printers/Fax Machines-\$1,000+ \$500 for other supplies such as DVD's & CD's, evidence labels, cd covers and \$500 for misc supplies such as pens, staples, paper clips, etc.
44150	Period & Forms	1,250	This represents the costs of forms and law books the Police Department Uses.



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 500 POLICE ADMIN

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
44300	Janitorial Supplies	1,250	Janitorial supplies and cleaning products. This includes toilet paper, paper towels, etc. for the Department. Avg. \$375 per qtr
44400	Vehicle Fuel	850	Gasoline for the Chief's cruiser.
44500	Postage	1,500	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. \$150 per physical
45924	Misc Supplies	1,500	MISC items such as bottled drinking water for PD. Fees from cell phone providers for records on cell numbers being investigated ranging from \$50-\$200 each. Drinking Water = \$900.00 per year. Records Fees = \$600
45926	Pre Employment Check	325	Credit history check for potential Department employees.
45951	Testing Fees	1,500	Testing on 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 FY2022-2023 PROPOSED BUDGET

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### 405 PUBLIC SAFETY

#### 500 POLICE ADMIN

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
47100	Computer Supply/Maint	41,037	<b>IMC Police Database Support Fees- \$16,220.20</b> <b>Multi Agency Bandwidth for Cross- \$250.00</b> <b>West Subscription - \$3,000.00</b> <b>BackBay Networks: Records/Server Backup - \$2,500.00</b> <b>BackBay Networks: Anti-Virus - \$960.00</b> <b>BackBay Networks - Sonic Wall - \$385.00</b> <b>Replacement Computers-6 @ \$1,247.00 each -\$7,482.00</b> <b>When to Work Scheduling Software - \$350.00</b> <b>Watchguard Video Maintenance Plan - \$1,258.75</b> <b>AFIS Maintenance Plan= \$2,958.00</b> <b>Digital Voice Recorder Maintenance Plan - \$2,175.00 1 Stand alone double monitor rack mount - \$267.00 2 Printers &amp; 2 Monitors - \$1,100.00</b> <b>Cradlepoint Subscription for Cruiser Modems - \$265.80</b> <b>SQL Watchguard Software - \$1,865.00</b>
47200	Office Machine/Software Maint	1,000	<b>Machine maintenance fees for copy machines, fax machines, shredder replacements, printer parts and drums and postage meter fees.</b>
47600	Vehicle Maintenance	750	<b>This is vehicle maintenance required for the Chief's cruiser.</b>

**469,354**



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 510 PATROL

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
40200	Full Time Salaries	1,187,200	1,296,731	1,332,479
40220	Part Time Salaries	97,011	0	0
40300	Overtime	3,022	85,000	95,000
40330	Overtime - Police Court	2,288	6,000	7,000
40400	Longevity	15,965	2,496	832
40410	Training	45,877	15,000	18,000
40420	Holiday Pay	8,750	43,000	46,000
40440	Educational Incentive	42,010	9,750	10,625
41100	Health/Dental Ins	374,420	412,072	423,673
41200	Life & Disability	16,727	18,793	19,520
41700	Fica/Medicare	18,209	21,141	21,894
41750	Unemploy Insurance	2,074	1,869	1,352
41775	Workers Comp Insurance	31,572	45,206	46,688
41780	State Retirement	380,137	493,963	500,336
43000	Travel/Training	1,766	5,000	7,000
43002	Firearm Supplies	7,007	7,500	10,500
44400	Vehicle Fuel	24,757	30,000	30,000
45300	Cleaning Service-Clothes	4,294	4,500	4,500
45500	Association Dues	0	200	200
45913	Veterinary Services	170	800	1,200
47250	Operating Equipment Maint	1,200	1,200	1,350
47600	Vehicle Maintenance	37,926	28,000	25,000
49920	Police K9 Program	1,155	4,000	3,000

*Patrol* **2,303,538** **2,532,221** **2,606,149**

*Difference From Previous Budget* **73,928**

*Percentage Difference From Previous Budget* **2.92%**





## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 510 PATROL

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	1,332,479	These are wages for the Patrol Division. This includes: (1) Captain, (1) Lieutenant, (4) Sergeants and (15) Patrolman (including K-9 officer and Bravo) = 21 Employees. Will be offset by the COPS grant for 1 position
40300	Overtime	95,000	Anticipated Overtime for shift coverage (officers vacation, injury, etc
40330	Overtime - Police Court	7,000	Court Overtime for officers who appear in court to give testimony
40400	Longevity	832	Payments made to long-time employees in the NEPBA Contract
40410	Training	18,000	Anticipated overtime to cover for mandated trainings and overtime wages for officers who replace their shift in patrol
40420	Holiday Pay	46,000	To be paid out to members of the NEPBA Contract. This is straight time pay versus officer taking time off and paying overtime wages for replacement
40440	Educational Incentive	10,625	Contractural
41100	Health/Dental Ins	423,673	City share of patrol division
41200	Life & Disability	19,520	City share of patrol division
41700	Fica/Medicare	21,894	(\$1,509,936 X 1.45%)
41750	Unemploy Insurance	1,352	City share of patrol division
41775	Workers Comp Insurance	46,688	City share of patrol division
41780	State Retirement	500,336	(\$1,476,789) X 33.88%
43000	Travel/Training	7,000	Every police officer is mandated to have at least 30 hours of training per year.
43002	Firearm Supplies	10,500	This line item captures costs for Firearms Supplies for firearms qualifications and for members of the SWAT Team.
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 21 officers, as per the NEPBA Contract.
45500	Association Dues	200	Justice of the Peace and Notary fees



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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>22-23 PROPOSED</b></i>	<i><b>Detail</b></i>
45913	Veterinary Services	1,200	Animal care for injured or lost pets, including boarding and veterinary fees. Fee of \$50 per unclaimed dog to local humane society
47250	Operating Equipment Maint	1,350	Radar calibrations (yearly), supplies for AED's and batteries for hand held radios and other patrol equipment expenses.
47600	Vehicle Maintenance	25,000	Maintenance on all vehicles, repairs, tires, car washes, other vehicle maintenance. 7 cruisers in total
49920	Police K9 Program	3,000	Operating expenses for our K9 Program. These are such things as specialized training, dog food, boarding while officer is on vacation, veterinary expenses, etc.

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**2,606,149**



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 520 INVESTIGATIONS

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
40200	Full Time Salaries	428,564	430,989	456,370
40300	Overtime	19,192	20,000	23,000
40400	Longevity	1,040	1,040	1,248
40420	Holiday Pay	15,015	15,000	17,000
40430	Clothing Allowance	2,000	2,000	2,000
40440	Educational Incentive	1,250	1,250	1,250
40450	Standby	6,063	5,840	5,840
41100	Health/Dental Ins	150,090	155,113	150,706
41200	Life & Disability	5,933	6,023	6,367
41700	Fica/Medicare	6,489	6,904	7,347
41750	Unemploy Insurance	622	534	386
41775	Workers Comp Insurance	9,401	14,712	15,719
41780	State Retirement	134,065	160,632	170,826
43000	Travel/Training	990	2,500	2,500
44400	Vehicle Fuel	3,228	2,500	2,500
45300	Cleaning Service-Clothes	17	200	200
45500	Association Dues	90	200	275
45900	Miscellaneous Services	754	2,000	2,500
47200	Office Machine/Software Maint	3,700	4,300	4,500
47400	Photo Equipment	146	0	0
47600	Vehicle Maintenance	2,318	3,000	3,000
48204	Evidence Collection Unit	43,505	0	0

<i>Investigations</i>	<b>834,472</b>	<b>834,737</b>	<b>873,534</b>
<i>Difference From Previous Budget</i>			38,797
<i>Percentage Difference From Previous Budget</i>			4.65%



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 520 INVESTIGATIONS

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	456,370	These are wages for (1) Captain, (1) Detective Sergeant, (3) Detectives and (1) School Resource Officer.
40300	Overtime	23,000	Overtime
40400	Longevity	1,248	One employee eligible
40420	Holiday Pay	17,000	Contractural NEPBA
40430	Clothing Allowance	2,000	Contractural NEPBA
40440	Educational Incentive	1,250	Contractural NEPBA
40450	Standby	5,840	\$16 x 365
41100	Health/Dental Ins	150,706	Health/Dental Insurance
41200	Life & Disability	6,367	Insurance
41700	Fica/Medicare	7,347	Salary (\$506,210) X 1.45%
41750	Unemploy Insurance	386	Insurance
41775	Workers Comp Insurance	15,719	Insurance
41780	State Retirement	170,826	Salary (\$504,210) 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	275	Association dues for NESPIN, New England State Police Information Network, FBI-LEEDA, and SRO Organizations
45900	Miscellaneous Services	2,500	This is for evidence supplies like evidence tape, bags, fingerprint dust, fuming solvents, Farady bags, Tyvec suits, etc.
47200	Office Machine/Software Maint	4,500	Maintenance and upgrade costs for the Cellebrite Instrument in Investigations and other office equipment needs
47600	Vehicle Maintenance	3,000	Vehicle maintenance/repairs for undercover vehicles - 5 vehicles

873,534



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 530 POLICE SUPPORT

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
40200	Full Time Salaries	230,791	236,712	248,289
40220	Part Time Salaries	8,639	9,752	10,408
40300	Overtime	19,158	10,000	12,000
40420	Holiday Pay	10,683	10,000	12,000
41100	Health/Dental Ins	82,317	85,065	65,814
41200	Life & Disability	3,552	3,696	3,921
41700	Fica/Medicare	19,462	20,385	21,626
41750	Unemploy Insurance	726	623	370
41775	Workers Comp Insurance	5,254	7,434	7,887
41780	State Retirement	29,266	36,094	38,284
45300	Cleaning Service-Clothes	0	100	100
45600	Telephone	12,262	12,000	12,840
45601	Cell Phones	8,115	9,000	9,000
45700	Contract Services	999	1,274	1,274
47200	Office Machine/Software Maint	141	200	200
47250	Operating Equipment Maint	6,204	3,000	3,000
48101	Electricity	31,812	32,000	32,000
48102	Water & Sewer	1,152	1,044	1,064
48103	Heating Fuel	12,400	20,000	20,000
48200	Building Maint	21,633	14,000	14,000
<i>Police Support</i>		<b>504,567</b>	<b>512,379</b>	<b>514,077</b>
<i>Difference From Previous Budget</i>				<i>1,698</i>
<i>Percentage Difference From Previous Budget</i>				<i>0.33%</i>



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 530 POLICE SUPPORT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	248,289	These are full time wages for (5) Dispatchers.
40220	Part Time Salaries	10,408	Part time custodian - 12 Hrs per week
40300	Overtime	12,000	Overtime
40420	Holiday Pay	12,000	Contractural - 96 hours of holiday
41100	Health/Dental Ins	65,814	Health/Dental Insurance
41200	Life & Disability	3,921	Insurance
41700	Fica/Medicare	21,626	Salary (\$282,697) X 7.65%
41750	Unemploy Insurance	370	Insurance
41775	Workers Comp Insurance	7,887	Insurance
41780	State Retirement	38,284	Salary (\$272,289) X 14.06%
45300	Cleaning Service-Clothes	100	This is uniform dry cleaning expenses.
45600	Telephone	12,840	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. Avg \$778/month
45700	Contract Services	1,274	Cintas, 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, digital voice recorder of telephone and radio traffic
48101	Electricity	32,000	Electricity for the PD. Avg \$2,650/month
48102	Water & Sewer	1,064	Water and Sewer charges for the PD and Backflow Tests twice yearly.
48103	Heating Fuel	20,000	Propane



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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

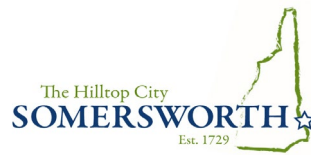
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**405 PUBLIC SAFETY****530 POLICE SUPPORT**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>22-23 PROPOSED</b></i>	<i><b>Detail</b></i>
48200	Building Maint	14,000	HVAC repairs, computerized locks, plumbing, fire suppression system, elevator, back-up generator, misc. repairs.

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**514,077**



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 540 TRAFFIC

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
40220	Part Time Salaries	11,329	28,609	26,508
41700	Fica/Medicare	872	2,189	2,028
41750	Unemploy Insurance	207	178	106
41775	Workers Comp Insurance	678	884	819
44400	Vehicle Fuel	0	600	600
47600	Vehicle Maintenance	482	500	1,000

<i>Traffic</i>	<i>13,568</i>	<i>32,960</i>	<i>31,061</i>
<i>Difference From Previous Budget</i>			<i>-1,899</i>
<i>Percentage Difference From Previous Budget</i>			<i>-5.76%</i>






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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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**405 PUBLIC SAFETY**

**540 TRAFFIC**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>22-23 PROPOSED</b></i>	<i><b>Detail</b></i>
40220	Part Time Salaries	26,508	<b>Parking Enforcement Officer 20 Hrs/week for 52 weeks, and School Crossing Guard, 15 Hrs/week for 42 weeks.</b>
41700	Fica/Medicare	2,028	<b>Salary (\$26,508) X 7.65%</b>
41750	Unemploy Insurance	106	<b>Insurance</b>
41775	Workers Comp Insurance	819	<b>Insurance</b>
44400	Vehicle Fuel	600	<b>Fuel costs for the parking vehicle.</b>
47600	Vehicle Maintenance	1,000	<b>Vehicle maintenance costs for the parking enforcement vehicle.</b>

**31,061**



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 550 PROSECUTION

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
40200	Full Time Salaries	71,965	71,157	74,755
40300	Overtime	0	500	500
40420	Holiday Pay	3,284	3,300	3,450
40430	Clothing Allowance	400	400	400
41100	Health/Dental Ins	18,556	19,980	19,389
41200	Life & Disability	1,001	988	1,047
41700	Fica/Medicare	1,050	1,093	1,147
41750	Unemploy Insurance	104	89	64
41775	Workers Comp Insurance	1,731	2,329	2,444
41780	State Retirement	21,468	25,395	26,665
45300	Cleaning Service-Clothes	349	250	250
45700	Contract Services	20,000	20,000	20,000

<i>Prosecution</i>	<i>139,907</i>	<i>145,481</i>	<i>150,111</i>
<i>Difference From Previous Budget</i>			<i>4,630</i>
<i>Percentage Difference From Previous Budget</i>			<i>3.18%</i>




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## GENERAL FUND FY2022-2023 PROPOSED BUDGET

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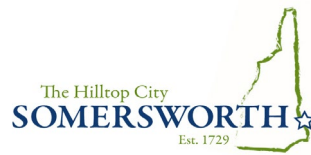
### 405 PUBLIC SAFETY

#### 550 PROSECUTION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	74,755	<b>Police Prosecutor.</b>
40300	Overtime	500	<b>Overtime</b>
40420	Holiday Pay	3,450	<b>Contractural</b>
40430	Clothing Allowance	400	<b>Clothing allowance for the Police Prosecutor.</b>
41100	Health/Dental Ins	19,389	<b>Health/Dental Insurance</b>
41200	Life & Disability	1,047	<b>Insurance</b>
41700	Fica/Medicare	1,147	<b>Salary (\$79,105) X 1.45%</b>
41750	Unemploy Insurance	64	<b>Insurance</b>
41775	Workers Comp Insurance	2,444	<b>Insurance</b>
41780	State Retirement	26,665	<b>Salary (\$78,705) 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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***150,111***



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 570 FIRE ADMINISTRATION

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
40200	Full Time Salaries	122,198	143,257	147,599
40220	Part Time Salaries	18,048	0	0
40430	Clothing Allowance	602	600	650
41100	Health/Dental Ins	17,694	31,200	29,782
41200	Life & Disability	1,635	1,986	2,080
41500	Retirees Life Insurance	3,295	3,448	3,448
41700	Fica/Medicare	4,363	4,676	4,777
41750	Unemploy Insurance	124	120	117
41775	Workers Comp Insurance	5,619	7,337	6,236
41780	State Retirement	33,182	39,545	40,641
43000	Travel/Training	160	1,000	1,000
44101	Office Supplies	2,430	1,600	2,100
44150	Period & Forms	0	500	200
44151	Fire Prevention Ed Sup	698	800	950
44152	Reference Books	0	300	300
44400	Vehicle Fuel	402	1,200	1,000
44500	Postage	32	100	100
45500	Association Dues	4,369	4,950	5,100
45600	Telephone	2,139	2,100	2,200
45601	Cell Phones	787	600	800
45702	Misc	0	500	500
45901	Advertising	93	200	300
45910	Physicals	192	200	200
46100	Building Ins	2,369	2,750	3,209
46300	Fleet & Equip Insurance	381	502	586
47200	Office Machine/Software Maint	4,485	4,500	4,500
47600	Vehicle Maintenance	755	750	800
48101	Electricity	5,901	8,000	8,000
48102	Water & Sewer	2,591	2,600	2,600
48103	Heating Fuel	5,188	6,000	6,000
48106	Internet Services	2,921	3,000	3,000
<i>Fire Administration</i>		<b>242,654</b>	<b>274,321</b>	<b>278,775</b>
<i>Difference From Previous Budget</i>				<b>4,454</b>
<i>Percentage Difference From Previous Budget</i>				<b>1.62%</b>



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 570 FIRE ADMINISTRATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	147,599	Fire Chief \$105,063 Fire Secretary \$42,536
40430	Clothing Allowance	650	Clothing Allowance - Fire Chief
41100	Health/Dental Ins	29,782	2 Full Time employee
41200	Life & Disability	2,080	2 Full Time employee
41500	Retirees Life Insurance	3,448	Insurance
41700	Fica/Medicare	4,777	Salary (\$105,063) * 1.45% + (\$42,536) * 7.65%
41750	Unemploy Insurance	117	PRIMEX Insurance
41775	Workers Comp Insurance	6,236	PRIMEX Insurance
41780	State Retirement	40,641	Salary (\$105,063) X 32.99% + (42,536) X 14.06%
43000	Travel/Training	1,000	Course, conference, training and/or instructor costs for senior staff and dept professional development
44101	Office Supplies	2,100	Binders, folders, paper, printer cartridges, computer/printer maint and postage
44150	Period & Forms	200	Forms and Permits associated with Fire Prevention
44151	Fire Prevention Ed Sup	950	Materials and misc costs associated with public fire and life safety education programs in schools, businessess, elderly, fire prevention week, various festivals and other public requests
44152	Reference Books	300	Codes and standards reference books
44400	Vehicle Fuel	1,000	Command SUV fuel
44500	Postage	100	Postage
45500	Association Dues	5,100	SCFOMAD: START-\$3,800, SCBA AIR Trailer response-\$500, Annual Dues-\$400. Chief's NFPA Dues-\$200. NHFCA-\$200.
45600	Telephone	2,200	Landline
45601	Cell Phones	800	1 Cellphone (Car 1)
45702	Misc	500	Misc EOC activation, emergency management, promotion assessment center/exam, etc.
45901	Advertising	300	Internet and newspaper ads for new FF positions as needed
45910	Physicals	200	New staff hires
46100	Building Ins	3,209	PRIMEX
46300	Fleet & Equip Insurance	586	PRIMEX



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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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**405 PUBLIC SAFETY****570 FIRE ADMINISTRATION**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>22-23 PROPOSED</b></i>	<i><b>Detail</b></i>
47200	Office Machine/Software Maint	4,500	<b>Emergency Reporting Cloud Based Software \$1,932, NFPA On Line Codes \$1,346, E-Dispatch \$898</b>
47600	Vehicle Maintenance	800	<b>Command SUV maint</b>
48101	Electricity	8,000	<b>Electricity</b>
48102	Water & Sewer	2,600	<b>Water &amp; Sewer</b>
48103	Heating Fuel	6,000	<b>Heating Fuel</b>
48106	Internet Services	3,000	<b>Comcast</b>

**278,775**



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 580 FIRE FIGHTING

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
40200	Full Time Salaries	793,058	847,842	905,190
40220	Part Time Salaries	1,557	3,000	0
40310	Overtime - Fire Replacement	181,476	170,000	179,000
40320	Overtime - Fire Recall	54,430	25,000	25,000
40410	Training	8,465	9,000	9,000
40420	Holiday Pay	54,159	52,000	55,000
40430	Clothing Allowance	9,507	10,400	10,400
40440	Educational Incentive	21,400	21,400	21,400
40470	Leave Buyouts	284	1,500	500
41100	Health/Dental Ins	342,218	340,751	338,700
41200	Life & Disability	12,143	11,836	12,748
41700	Fica/Medicare	15,540	16,568	17,479
41750	Unemploy Insurance	1,096	960	933
41775	Workers Comp Insurance	56,893	74,283	63,141
41780	State Retirement	337,206	371,712	397,691
43000	Travel/Training	400	1,000	1,000
44103	Hardware & Tools	9,825	6,000	6,000
44106	Building Maint Supplies	2,267	1,600	2,000
44400	Vehicle Fuel	7,790	8,000	8,000
44402	Other Petroleum & Chemicals	793	2,000	1,000
44800	Clothing	16,219	14,000	16,000
44901	Miscellaneous Supplies	458	500	500
45500	Association Dues	500	0	0
45910	Physicals	477	600	600
46300	Fleet & Equip Insurance	2,651	3,000	3,501
47500	Operating Equipment Maint	7,263	7,000	7,000
47501	Fire Alarm Maint	111	0	0
47502	Ems Supplies	1,492	1,500	1,500
47600	Vehicle Maintenance	34,111	17,000	18,000
48200	Building Maint	2,374	0	5,000



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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
	<i>Fire Fighting</i>	<i>1,976,163</i>	<i>2,018,452</i>	<i>2,106,283</i>
	<i>Difference From Previous Budget</i>			<i>87,831</i>
	<i>Percentage Difference From Previous Budget</i>			<i>4.35%</i>
	<i>Total Public Safety</i>	<i>6,455,684</i>	<i>6,803,162</i>	<i>7,029,344</i>
	<i>Difference From Previous Budget</i>			<i>226,182</i>
	<i>Percentage Difference From Previous Budget</i>			<i>3.32%</i>





## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 405 PUBLIC SAFETY

#### 580 FIRE FIGHTING

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	905,190	Salary 4 Lieutenants, 12 Firefighters
40310	Overtime - Fire Replacement	179,000	Replacement Overtime
40320	Overtime - Fire Recall	25,000	Staffing for emergency call backs
40410	Training	9,000	Training
40420	Holiday Pay	55,000	Holiday Pay per contract
40430	Clothing Allowance	10,400	Contractual and \$650 per FF
40440	Educational Incentive	21,400	Contractual
40470	Leave Buyouts	500	Contractual
41100	Health/Dental Ins	338,700	Health/Dental Insurance
41200	Life & Disability	12,748	Life/Short Term Disability Insurance
41700	Fica/Medicare	17,479	Salary (\$1,205,490 X 1.45%)
41750	Unemploy Insurance	933	PRIMEX Insurance
41775	Workers Comp Insurance	63,141	PRIMEX Insurance
41780	State Retirement	397,691	Salary (\$1,205,490) X 32.99%
43000	Travel/Training	1,000	Tuition, course and travel for training and professional
44103	Hardware & Tools	6,000	Fire rescue and suppression, technical rescue, special operations, and all hazards response hardware and tools - replacement and new initiatives
44106	Building Maint Supplies	2,000	Janitorial/cleaning/restroom supplies, light bulbs, storage, bins/shelves, etc
44400	Vehicle Fuel	8,000	Fuel for Apparatus and vehicles
44402	Other Petroleum & Chemicals	1,000	Oil, lubricants, and other petroleum products. Disposal fees associated with waste petroleum products. Vehicle wash concentrate. Turnout gear and SCBA washer/extractor/decontamination cleaning solutions. Firefighting foam. Petroleum spill materials including absorbent granules and absorbent pads.
44800	Clothing	16,000	New and replacement protective clothing/helmets/hoods/gloves/boots , other components, etc.




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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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**405 PUBLIC SAFETY**

**580 FIRE FIGHTING**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>22-23 PROPOSED</b></i>	<i><b>Detail</b></i>
44901	Miscellaneous Supplies	500	Unanticipated expenses such as emergency/rehabilitation food, water, etc.
45910	Physicals	600	New firefighter employment physical.
46300	Fleet & Equip Insurance	3,501	<b>PRIMEX</b>
47500	Operating Equipment Maint	7,000	Annual pump, aerial ladder, and ground ladder testing. Small Engine maintenance and repair. Atmospheric Meter maintenance and repair. Breathing Air System compressor system quarterly testing, maintenance, and repair. SCBA annual flow testing, maintenance, and repair. Portable and mobile radio maintenance and repair.
47502	EMS Supplies	1,500	PPE (gloves, masks, gowns, etc.), medical oxygen, AED supplies and maintenance, jump bag CO monitors, trauma and active shooter consumables, diabetic monitoring equipment, oxygen saturation monitoring equipment, etc.
47600	Vehicle Maintenance	18,000	Apparatus/Vehicle annual servicing, maintenance, and repairs.
48200	Building Maintenance	5,000	Maintenance and repair of: overhead door system, HVAC, station compressor, diesel exhaust extraction system, roof, electrical system, plumbing, windows, doors, locks, security, access control, Fire emergency generator (Hilltop School) etc. Fire alarm monitoring fee.

**2,106,283**



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 600 PW ADMINISTRATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
40200	Full Time Salaries	703,570	715,875	752,498
40240	Seasonal Salaries	26,282	30,000	30,000
40300	Overtime	48,850	35,000	40,000
40400	Longevity	1,664	1,664	1,664
40430	Clothing Allowance	3,597	3,600	3,600
40450	Standby	12,128	13,600	13,600
41100	Health/Dental Ins	237,933	250,879	250,224
41200	Life & Disability	10,373	10,838	11,565
41500	Retirees Life Insurance	779	780	780
41700	Fica/Medicare	57,020	61,180	64,364
41750	Unemploy Insurance	868	820	797
41775	Workers Comp Insurance	47,052	61,435	52,220
41780	State Retirement	79,414	107,719	113,571
43000	Travel/Training	1,375	3,000	3,000
44101	Office Supplies	2,580	2,100	2,100
44103	Hardware & Tools	2,309	2,500	2,500
44104	Paging Units	116	0	400
44400	Vehicle Fuel	845	1,300	1,000
44500	Postage	419	200	200
44654	Safety Materials	2,985	3,700	3,700
44800	Clothing	2,317	2,500	2,500
45500	Association Dues	663	350	400
45600	Telephone	2,041	2,000	2,000
45601	Cell Phones	2,513	2,000	1,500
45901	Advertising	542	1,000	750
45910	Physicals	1,997	1,250	2,000



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 600 PW ADMINISTRATION

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
45914	Permits and Fees	1,221	1,000	1,000
45950	Rentals	0	1,000	500
46100	Building Ins	6,296	7,000	8,169
46300	Fleet & Equip Insurance	10,206	12,000	14,004
47200	Office Machine/Software Maint	330	2,500	2,000
47201	Office Equip	239	1,500	1,000
47600	Vehicle Maintenance	876	1,000	800
48101	Electricity	7,449	8,000	7,500
48102	Water & Sewer	1,486	1,000	1,500
48103	Heating Fuel	13,638	13,000	13,000
48106	Internet Services	1,245	1,140	1,250
48200	Building Maint	8,810	7,350	8,000

<i>PW Administration</i>	<b>1,302,031</b>	<b>1,371,780</b>	<b>1,415,656</b>
<i>Difference From Previous Budget</i>			43,876
<i>Percentage Difference From Previous Budget</i>			3.20%



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 600 PW ADMINISTRATION

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	752,498	PW Director \$108,226; PW Executive Assistant \$49,484, 12 PW Employees \$594,788
40240	Seasonal Salaries	30,000	1 Winter Seasonal and 1 Summer Seasonal
40300	Overtime	40,000	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	250,224	14 Full Time employees
41200	Life & Disability	11,565	14 Full Time employees
41500	Retirees Life Insurance	780	Retirees Life Insurance
41700	Fica/Medicare	64,364	Salary (\$841,362) X 7.65%
41750	Unemploy Insurance	797	PRIMEX Insurance
41775	Workers Comp Insurance	52,220	PRIMEX Insurance
41780	State Retirement	113,571	Salary (\$807,762) X 14.06%
43000	Travel/Training	3,000	APWA/National Conference, (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), other training for staff.
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 pry bars, tools required for Highway department functions
44104	Paging Units	400	Pagers for highway
44400	Vehicle Fuel	1,000	Fuel for Directors 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	400	NHPWA
45600	Telephone	2,000	Telephone for Public Works Facility




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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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**406 PUBLIC WORKS AND UTILITIES**

**600 PW ADMINISTRATION**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>22-23 PROPOSED</b></i>	<i><b>Detail</b></i>
45601	Cell Phones	1,500	Verizon
45901	Advertising	750	Public Notices and job ads
45910	Physicals	2,000	Annual physicals, random drug tests required by DOT.
45914	Permits and Fees	1,000	Annual Wetland Permits, Dig Safe Fees, background checks.
45950	Rentals	500	Rent York rake, roller, compactor.
46100	Building Ins	8,169	PRIMEX
46300	Fleet & Equip Insurance	14,004	PRIMEX
47200	Office Machine/Software Maint	2,000	1/3 of Vueworks Maintenance Agreement, \$1,300 and \$1,000 for training updates.
47201	Office Equip	1,000	Replacement PC, updates to DPW facility (General highway foreman PC replacement proposed for FY23)
47600	Vehicle Maintenance	800	Service maintenance needs for the Directors vehicle based on average historical expenditure.
48101	Electricity	7,500	Electricity for PW Facility based on historical use.
48102	Water & Sewer	1,500	Water and Sewer for DPW Facility.
48103	Heating Fuel	13,000	Heating Fuel (propane) for DPW Facility based on historical use.
48106	Internet Services	1,250	Internet service charges from Comcast for DPW Facility at \$95 per month.
48200	Building Maint	8,000	Annual garage door inspections and maintenance (\$1000), Annual boiler maintenance (\$900), Weekly rugs from Cintas. Any repairs required for buildings (Lights, painting, Ect.) Replacement of 1 Modine heater per year.

***1,415,656***



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 610 STREET MAINTENANCE

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
44175	Hot Top/Patch	9,695	20,000	15,000
44176	Traffic Signs	5,157	6,000	6,000
44177	Paint For Roads	51,158	42,000	52,350
44400	Vehicle Fuel	32,231	35,000	35,000
45700	Contract Services	250	250	100
45704	Tree/Stump Removal	0	2,500	2,000
45705	Catch Basin Cleaning	7,488	10,000	10,000
46001	Repairs And Maint	19,014	15,000	15,000
47300	Sweeper Parts	2,102	10,963	11,000
49102	Sidewalk Project	11,951	20,000	100,000
49104	Road Resurfacing	497,168	900,000	900,000

<i>Street Maintenance</i>	<b>636,213</b>	<b>1,061,713</b>	<b>1,146,450</b>
<i>Difference From Previous Budget</i>			84,737
<i>Percentage Difference From Previous Budget</i>			7.98%



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 610 STREET MAINTENANCE

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
44175	Hot Top/Patch	15,000	Used for general road repairs, temporary repairs on City streets.
44176	Traffic Signs	6,000	Street Signs, Sign Posts & Hardware
44177	Paint For Roads	52,350	Traffic Marking Paint; White, Yellow, and Red. Traffic marking work is planned for spring.
44400	Vehicle Fuel	35,000	Fuel for all Highway Equipment
45700	Contract Services	100	Outsourced Contractor Services
45704	Tree/Stump Removal	2,000	Tree and Stump removal as needed
45705	Catch Basin Cleaning	10,000	Contract catch basin cleaning - 5yr program (complete 20% each year).
46001	Repairs And Maint	15,000	Storm-water mitigation and existing infrastructure repairs or reconstruction. Work performed in-house and or contracted.
47300	Sweeper Parts	11,000	Annual expenditures for maintenance; gutter brooms (\$2,600) Sprockets, Elevator and belts (\$4,533.08), 2 main brooms (\$1,000), Unexpected failures "pumps, jets, bearings, ect that are dealer only items (\$2,500).
49102	Sidewalk Project	100,000	CIP 2023-2028
49104	Road Resurfacing	900,000	Funding for annual pavement management repair work CIP 2023-2028

**1,146,450**





## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 611 SNOW REMOVAL

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
43000	Travel/Training	90	600	600
44179	Salt and Sand	69,118	110,000	100,000
44180	Storm Pre-Treatment	0	2,500	1,500
46000	Contract Services	1,381	5,000	5,000
47301	Snow Equipment Repair	31,889	40,000	40,000
<i>Snow Removal</i>		<i>102,478</i>	<i>158,100</i>	<i>147,100</i>
<i>Difference From Previous Budget</i>				<i>-11,000</i>
<i>Percentage Difference From Previous Budget</i>				<i>-6.96%</i>




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**GENERAL FUND FY2022-2023 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>22-23 PROPOSED</b></i>	<i><b>Detail</b></i>
43000	Travel/Training	600	Expenses incurred for employees meals when working 12 continuous hours or more. Snow and ice management seminars and winter briefings
44179	Salt and Sand	100,000	For purchase for sand and salt for snow and ice management. 5 year average.
44180	Storm Pre-Treatment	1,500	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	Maintenance of Holder tractors and attachments, Cutting edges for all equipment, Maintenance of all snow removal equipment (plows, sanders)

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***147,100***




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**GENERAL FUND FY2022-2023 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>20-21 ACTUAL</b></i>	<i><b>21-22 BUD</b></i>	<i><b>22-23 PROPOSED</b></i>
45430	Street Lights	68,411	82,500	75,000
45431	Traffic Lights-Utilities	4,224	9,200	9,200
45433	Traffic lights-Maint & Repairs	8,831	15,000	15,000

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<i>Street Lighting</i>	<i><b>81,465</b></i>	<i><b>106,700</b></i>	<i><b>99,200</b></i>
<i>Difference From Previous Budget</i>			<i><b>-7,500</b></i>
<i>Percentage Difference From Previous Budget</i>			<i><b>-7.03%</b></i>




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**GENERAL FUND FY2022-2023 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>22-23 PROPOSED</b></i>	<i><b>Detail</b></i>
45430	Street Lights	75,000	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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**99,200**




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**GENERAL FUND FY2022-2023 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>20-21 ACTUAL</b></i>	<i><b>21-22 BUD</b></i>	<i><b>22-23 PROPOSED</b></i>
44103	Hardware & Tools	3,008	2,240	2,240
44401	Heavy Equipment Maint	63,296	62,000	65,000
44402	Other Petroleum & Chemicals	9,302	9,240	9,240
44403	Cylinders	1,092	1,432	1,200
<i>Equipment Maintenance</i>		<i><b>76,698</b></i>	<i><b>74,912</b></i>	<i><b>77,680</b></i>
<i>Difference From Previous Budget</i>				<i>2,768</i>
<i>Percentage Difference From Previous Budget</i>				<i>3.70%</i>



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 620 EQUIPMENT MAINTENANCE

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</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	65,000	Repairs to (5) one-ton trucks, plus Foreman Truck (\$6,000), Repairs to (6) 6 wheelers (\$20,000), bolts, hoses, chains, belts, filters, drill bits, abrasives (\$18,000), Repairs to loaders (\$15,000), Unscheduled repairs (\$6,000),
44402	Other Petroleum & Chemicals	9,240	5w-30 motor oil (\$1,284.80), anti-freeze (\$600), hydraulic oil aw32 (\$1,369), Heavy truck oil 15w40 (\$2,396.25), Diesel fuel additive (\$538.20), Chain lube for salters (\$799.96), Chassis grease (\$831.60), Window wash (\$99.85), Break cleaner and misc. fluids (\$ 446.04). Diesel Exhaust Fluid (874); Unit pricing based on projected costs and use factors.
44403	Cylinders	1,200	Welding gas (\$800), Cylinder rental (\$36/month = \$432.00)

**77,680**



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 630 CITY ENGINEER

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
40200	Full Time Salaries	88,467	89,000	91,406
41100	Health/Dental Ins	7,156	9,412	17,470
41200	Life & Disability	1,078	1,157	1,228
41500	Retirees Life Insurance	534	550	550
41700	Fica/Medicare	6,885	6,809	6,993
41750	Unemploy Insurance	62	60	58
41775	Workers Comp Insurance	1,915	2,500	2,125
41780	State Retirement	9,675	12,513	12,852
43000	Travel/Training	273	1,500	1,500
44101	Office Supplies	369	500	500
45500	Association Dues	530	420	270
45800	Printing	0	150	0
45901	Advertising	362	0	0
47200	Office Machine/Software Maint	4,708	6,000	3,843

<i>City Engineer</i>	<i>122,014</i>	<i>130,571</i>	<i>138,795</i>
<i>Difference From Previous Budget</i>			<i>8,224</i>
<i>Percentage Difference From Previous Budget</i>			<i>6.30%</i>



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 630 CITY ENGINEER

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	91,406	City Engineer
41100	Health/Dental Ins	17,470	1 Full Time employee
41200	Life & Disability	1,228	1 Full Time employee
41500	Retirees Life Insurance	550	Retirees Life Insurance
41700	Fica/Medicare	6,993	Salary (\$91,406) x 7.65%
41750	Unemploy Insurance	58	PRIMEX Insurance
41775	Workers Comp Insurance	2,125	PRIMEX Insurance
41780	State Retirement	12,852	Salary (\$91,406) x 14.06%
43000	Travel/Training	1,500	Registration fees for conferences or professional development .Registration fees for ASCE (\$400) NEWEA conferences( \$650) and other professional development sessions during the year (APWA, NHDES, NEWEA).
44101	Office Supplies	500	Miscellaneous office supplies and other equipment to support engineering work.
45500	Association Dues	270	\$270 annual NH American Society of Civil Engineers dues
47200	Office Machine/Software Maint	3,843	\$1,610/year - AutoCAD annual license fee \$400 - ArcGIS annual license fee \$1,333.33 - VueWorks fee \$500 - ArcGIS Spatial Analyst Maintenance Fee

138,795





## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 650 BUILDINGS AND GROUNDS

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
44110	Op Supplies - Grounds/Landscaping	827	1,000	1,000
44202	Parks Repair	9,854	10,000	10,000
45700	Contract Services	34,074	42,450	42,000
45703	Adopt a Spot	295	750	750
46100	Building Ins	663	860	800
47500	Operating Equipment Maint	4,129	2,500	2,500
48101	Electricity	1,521	2,400	1,800
48102	Water & Sewer	6,245	5,000	6,500
48104	Trash Collection	79	700	500
48107	Field Maintenance	3,578	5,000	5,000
48200	Building Maint	716	4,500	4,500

*Buildings and Grounds* **61,980** **75,160** **75,350**

*Difference From Previous Budget* **190**

*Percentage Difference From Previous Budget* **0.25%**



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 650 BUILDINGS AND GROUNDS

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
44110	Op Supplies - Grounds/Landscaping	1,000	Bark Much, weed killer, etc.
44202	Parks Repair	10,000	Splash pad repairs \$1,200; Tables \$1,700; Replacement swings and chains \$1,000, Millennium Park woodchips \$1,200; Willand Pond foot bridge replacement \$2000, Misc/Supplies \$3000
45700	Contract Services	42,000	City contract out mowing and landscaping of parks, cemeteries, and other open spaces.
45703	Adopt a Spot	750	Supplies and materials for Adopt-a-Spot program and the Community Garden Program
46100	Building Ins	800	PRIMEX
47500	Operating Equipment Maint	2,500	Repairs to small engine equipment and hand mowers / weed whackers (\$1,500). Replacement of 1 backpack blowers (\$500 Each), and replace 1 weed whackers (\$500 Each)
48101	Electricity	1,800	Electricity for St. Laurent Workshop, Noble Pines Scoreboard/snack shack, & Noble Pines Rec Building.
48102	Water & Sewer	6,500	Water costs to operate Noble Pines Splash Pad, Noble Pines Rec Building, Millennium Park bath house, & water winterization
48104	Trash Collection	500	Monthly service fee for 8 yard dumpster at Noble Pines + pick up fees; seasonal use
48107	Field Maintenance	5,000	Lawn care services; ground wasp pesticide; Irrigation Activation; Irrigation mid season check; Irrigation Winterization; Infield Mix; Unforeseen expenses.



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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

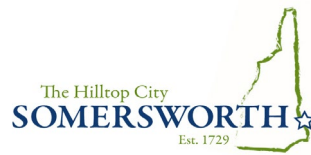
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**406 PUBLIC WORKS AND UTILITIES****650 BUILDINGS AND GROUNDS**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>22-23 PROPOSED</b>	<b>Detail</b>
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. Proposal for plumbing modifications, meter , at Noble Pines Rec Building- \$2,745 Proposal to install new Pines ball field irrigation meter - \$1,223

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75,350



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 660 CEMETERY

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
43000	Travel/Training	0	150	50
43700	Cemetery Promotional Events	0	650	650
44100	Operating Supplies	135	0	0
44108	Flowers Plantings Trees	490	350	350
44601	Maintenance	1,931	4,100	4,100
45500	Association Dues	0	10	50
48102	Water & Sewer	83	150	150
48200	Building Maint	0	3,360	3,420

*Cemetery* **2,639** **8,770** **8,770**

*Difference From Previous Budget* 0

*Percentage Difference From Previous Budget* 0.00%



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 406 PUBLIC WORKS AND UTILITIES

#### 660 CEMETERY

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
43000	Travel/Training	50	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.as identified by the Cemetery Trustees.
45500	Association Dues	50	NHOG Membership
48102	Water & Sewer	150	Water and Sewer Charges
48200	Building Maint	3,420	Building Maintenance: Carpentry repairs, painting, roofing, waterproofing, structural shoring, Chapel, Utility Garage, Well Houses, Fence,Signage

**8,770**




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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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**406 PUBLIC WORKS AND UTILITIES**

**670 SOLID WASTE COLLECTION**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>20-21 ACTUAL</b>	<b>21-22 BUD</b>	<b>22-23 PROPOSED</b>
45425	HHHCD Hazardous Waste	5,705	4,900	6,000
45426	Lamprey Apportionment	7,561	5,558	8,988
45446	Curbside Recycling	221,162	230,000	230,000
48104	Trash Collection	7,065	8,100	9,000
<i>Solid Waste Collection</i>		<b>241,492</b>	<b>248,558</b>	<b>253,988</b>
<i>Difference From Previous Budget</i>				5,430
<i>Percentage Difference From Previous Budget</i>				2.18%

<i>Total Public Works and Utilities</i>	<b>2,627,010</b>	<b>3,236,264</b>	<b>3,362,989</b>
<i>Difference From Previous Budget</i>			126,725
<i>Percentage Difference From Previous Budget</i>			3.92%



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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>22-23 PROPOSED</b>	<b>Detail</b>
45425	HHHCD Hazardous Waste	6,000	Annual participation with the City of Rochester and other surrounding communities in a household hazardous waste collection day.
45426	Lamprey Apportionment	8,988	Lamprey Apportionment Fee to the City of Somersworth. Closure Budget \$ 7,795 Operating Budget \$ 1,193
45446	Curbside Recycling	230,000	\$151,239/year collection plus processing fee.
48104	Trash Collection	9,000	10 yard dumpster rental charge, Contactor Bags, plus charges related to recycling toter at the DPW facility; charges based on historical use at the facility.

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253,988



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 407 OTHER EXPENSES

#### 700 TRANSFER TO DEBT SERVICE

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
49725	New City Hall - Principal	70,000	0	0
49726	New City Hall - Interest	3,675	0	0
49735	Police Station	225,000	225,000	0
49736	Police Station Int	5,391	44	0
49737	Downtown Imp - Prin	116,875	116,875	116,875
49738	Downtown Imp - Int	49,025	42,773	36,520
49739	Downtown Imp/Bridge Prin	29,400	29,400	29,400
49740	Downtown Imp/Bridge Int	12,186	10,687	9,188
49741	High Street Paving - Prin	85,500	85,500	85,500
49742	High Street Pavint - Int	19,622	15,262	10,901
49743	Cemetery Road Reconstruction - Prin	0	72,667	71,333
49744	Cemetery Road Reconstruction - Int	0	45,961	41,750
49745	Fire Station - Prin	0	0	164,600
49746	Fire Station - Int	0	0	248,157
		<b>616,674</b>	<b>644,169</b>	<b>814,224</b>

170,055

*Transfer to Debt Service*

26.40%

*Difference From Previous Budget*

*Percentage Difference From Previous Budget*





## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 407 OTHER EXPENSES

#### 700 TRANSFER TO DEBT SERVICE

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
49737	Downtown Imp - Prin	116,875	<b>\$811,750 Principal, 112,811 Int. Outstanding</b>
49738	Downtown Imp - Int	36,520	<b>Final Payment FY2028-2029</b>
49739	Downtown Imp/Bridge Prin	29,400	<b>\$235,200 Principal, 37,544 Int. Outstanding</b>
49740	Downtown Imp/Bridge Int	9,188	<b>Final Payment FY2029-2030</b>
49741	High Street Paving - Prin	85,500	<b>\$256,500Principal, \$19,622 Int. Outstanding</b>
49742	High Street Paving - Int	10,901	<b>Final Payment FY2024-2025</b>
49743	Cemetery Road Reconstruction - Prin	71,333	<b>Outstanding \$999,670 Principal, \$273,666 Interest</b>
49744	Cemetery Road Reconstruction - Int	41,750	<b>Final Payment FY2036</b>
49745	Fire Station - Prin	164,600	<b>Outstanding \$7,143,200 Principal, \$3,102,424 Interest</b>
49746	Fire Station - Int	248,157	<b>Final Payment FY 2047</b>
		<b>814,224</b>	



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 407 OTHER EXPENSES

#### 705 CAPITAL LEASES

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
49315	Fire/Pumper Truck	0	0	106,252
49323	City Vehicle Leases	255,170	283,144	313,660
49341	Police Taser Lease	11,192	11,192	11,192
<i>Capital Leases</i>		<i>266,361</i>	<i>294,336</i>	<i>431,104</i>
<i>Difference From Previous Budget</i>				<i>136,768</i>
<i>Percentage Difference From Previous Budget</i>				<i>46.47%</i>




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**GENERAL FUND FY2022-2023PROPOSED BUDGET**

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**407 OTHER EXPENSES**

**705 CAPITAL LEASES**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>22-23 PROPOSED</b></i>	<i><b>Detail</b></i>
49315	Fire/Pumper Truck	106,252	Seven (7) payments - August 11, 2022, 2023, 2024, 2025, 2026, 2027, 2028
49323	City Vehicle Leases	313,660	FOUR LEASES- See explanation below
49341	Police Taser Lease	11,192	Police Dept. Taser replacement lease

***431,104***

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

<b>2018 Lease</b>	<b>One payments left: May 15, 2023</b>
<b>2019 Lease</b>	<b>Two payments left: Sept. 10, 2022, 2023</b>
<b>2020 Lease</b>	<b>Three payments left: Sept. 30, 2022, 2023, 2024</b>
<b>2021 Lease</b>	<b>Four payments left: Sept. 15, 2022, 2023, 2024, 2025</b>
<b>2022 Lease</b>	<b>Five payments left: Aug. 15, 2022, 2023, 2024, 2025, 2026</b>



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 407 OTHER EXPENSES

#### 710 TRANSFER TO OTHER CAPITAL FUNDS

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>20-21 ACTUAL</b>	<b>21-22 BUD</b>	<b>22-23 PROPOSED</b>
49807	Sidewalk Improvement CRF	10,000	30,000	13,000
49808	Accrued Liability	5,000	2,500	2,500
49810	Facility Maintenance CRF	10,000	5,000	5,000
49812	Superfund Landfill Monitoring	103,081	103,081	115,201
49815	Recreational Facilities CRF	3,000	3,000	3,000
<i>Transfer to Other Capital Funds</i>		<b>131,081</b>	<b>143,581</b>	<b>138,701</b>
<i>Difference From Previous Budget</i>				-4,880
<i>Percentage Difference From Previous Budget</i>				-3.40%
<i>Total Other Expenses</i>		<b>1,014,116</b>	<b>1,082,086</b>	<b>1,384,029</b>
<i>Difference From Previous Budget</i>				301,943
<i>Percentage Difference From Previous Budget</i>				27.90%



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 407 OTHER EXPENSES

#### 710 TRANSFER TO OTHER CAPITAL FUNDS

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
49807	Sidewalk Improvement Capital Reserve	13,000	Capital Improvement Program to provide for Sidewalk Maintenance program. Balance in CRF = \$87,000
49808	Accrued Liability	2,500	Expendable trust fund to support liability - employee termination pay for accrued vacation, sick, etc. Balance = \$96,000
49810	Facility Maintenance CRF	5,000	Capital Improvement Program to provide for Unanticipated Facility Maintenance. Balance in CRF = \$136,000
49812	Superfund Landfill Monitoring	115,201	Monitoring costs for superfund landfill engineering, attorney fees, EPA reporting, misc. Total budget = \$228,121 - GE Share = (\$189,698 X 49.5% = \$93,900)
49815	Recreational Facilities CRF	3,000	Capital Improvement Program to provide for Recreational Facilities Improvements. Balance in CRF = \$9,000

138,701

Description	Balance 12/31/2021
Municipal Transportation Fund	\$81,258.00
Sidewalk CRF	\$87,279.00
Accrued Liability Fund	\$96,784.00
Building Maintenance	\$137,149.00
Recreational Facilities CRF	\$9,560.00
<b>Total Capital/Non-Capital Reserve Funds</b>	<b>\$412,030.00</b>



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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
44900	Contingency	15,077	75,000	75,000

*Contingency* **15,077** **75,000** **75,000**

*Difference From Previous Budget* **0**

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



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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
44900	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 FY2022-2023 PROPOSED BUDGET

### 408 OTHER EXPENSES

#### 900 CAPITAL OUTLAY

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
49069	Replace Portable Radios	0	11,428	0
49070	Replace Jaws of Life	0	0	35,000
49082	Downpayment on Vehicle Lease	13,579	20,000	20,000
49084	Thermal Imaging Camera	0	0	11,308
49095	Police Duty Weapon	9,493	0	0
49098	Franklin/Fremont Drainage Imp	30,943	0	0
49099	Rocky Hill Road Culvert	8,897	0	0
49100	DPW Pallet Forks	4,700	0	0
49105	City Hall Doors	8,824	0	0
49107	Winter Storm Pre-Treatment	9,100	0	0
49108	Repave City Hall Parking Lot.	13,050	0	0
49109	Veterans Memorial	223,087	0	0
49115	Dog Park	19,925	0	0
49116	Sidewalk Tractor	130,816	0	0
49117	Noble Pines Tennis Court Rehab	0	14,000	0
49119	Crane Boom - Public Works	0	6,047	0
49120	Paint DPW Truck	0	6,500	0
49122	Rotary/Flail Mower DPW	0	13,000	0
49123	Millennium Park Lights Repair	0	7,500	0
49124	Nadeau Street	81,556	0	0
49125	Jules Bisson BBall Court	0	0	20,000
49126	PD Server Replacement	0	0	26,151
49127	Library Building Assessment	0	0	55,000

*Capital Outlay* **553,971** **78,475** **167,459**

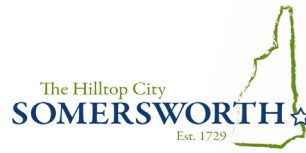
*Difference From Previous Budget* **88,984**

*Percentage Difference From Previous Budget* **113.39%**

	21-22 BUD	22-23 PROPOSED
<b>Total General Fund Appropriations</b>	<b>\$14,385,998</b>	<b>\$15,319,151</b>

<b>Increase/(Decrease) in Gross G/F Budget</b>	<b>\$933,153</b>
<b>Percentage change in Gross G/F Budget</b>	<b>6.49%</b>






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**GENERAL FUND FY2022-2023 PROPOSED BUDGET**

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**408 OTHER EXPENSES**

**900 CAPITAL OUTLAY**

<i>ACCT NUMBE</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
49070	Replace Jaws Of Life	35,000	<b>CIP 2023-2028</b>
49082	Downpayment on Vehicle Lease	20,000	<b>Down payment on Vehicle lease - lease will provide 1 Police Cruiser and 1 Police undercover vehicle.</b>
49084	Thermal Imaging Camera	11,308	<b>Replacement, will be filing for a grant to offset a portion of this cost.</b>
49125	Jules Bisson BBall Court	20,000	<b>CIP 2023-2028</b>
49126	PD Server Replacement	26,151	<b>CIP 2023-2028</b>
49127	Library Building Assessment	55,000	<b>Second phase of Library Building Assessment.</b>
		<b>167,459</b>	

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

- 1 Police SUV Style Cruisers*
- 1 Police Undercover Vehicle*



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 408 COUNTY ASSESSMENT

#### 810 INTERGOVERNMENTAL ASSESSMENTS

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
42500	County Tax	2,663,741	2,814,651	2,947,120
	<i>Intergovernmental Assessment</i>	<i>2,663,741</i>	<i>2,814,651</i>	<i>2,947,120</i>
	<i>Difference From Previous Budget</i>			<i>132,469</i>
	<i>Percentage Difference From Previous Budget</i>			<i>4.71%</i>

*County estimates of Taxes to be raised as submitted on 1/15/2022 = \$36,542,998*

*Somersworth's prior years percentage of assessment = 8.0648%*

*Current Estimate as of 1/15/2022 = (\$36,542,998 X 8.0648%) = \$2,947,120*



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**GENERAL FUND FY2022-2023 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>20-21 ACTUAL</b></i>	<i><b>21-22 BUD</b></i>	<i><b>22-23 PROPOSED</b></i>
42000	Educational Expenses	26,099,802	26,405,109	26,759,213

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<i>School Expenses</i>	<i><b>26,099,802</b></i>	<i><b>26,405,109</b></i>	<i><b>26,759,213</b></i>
<i>Difference From Previous Budget</i>			<i><b>354,104</b></i>
<i>Percentage Difference From Previous Budget</i>			<i><b>1.34%</b></i>



## GENERAL FUND FY2022-2023 PROPOSED BUDGET

### 409 SCHOOL DEPARTMENT

#### 910 SCHOOL DEBT SERVICE

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
42901	Transfer to Debt - Principal	1,186,622	1,206,393	1,146,701
42902	Transfer to Debt - Interest	637,831	669,020	690,839
<i>School Debt Service</i>		<b><i>1,824,453</i></b>	<b><i>1,875,413</i></b>	<b><i>1,837,540</i></b>
<i>Difference From Previous Budget</i>				<b><i>-37,873</i></b>
<i>Percentage Difference From Previous Budget</i>				<b><i>-2.02%</i></b>
<i>Total School Department</i>		<b><i>27,924,254</i></b>	<b><i>28,280,522</i></b>	<b><i>28,596,753</i></b>
<i>Difference From Previous Budget</i>				<b><i>316,231</i></b>
<i>Percentage Difference From Previous Budget</i>				<b><i>1.12%</i></b>



## ENTERPRISE FUNDS ESTIMATED REVENUE

	WASTE WATER	WATER	SOLID WASTE
<b>* Rates</b>	<b>\$8.05/100</b> <b>Cubic Ft.</b>	<b>\$5.40/100</b> <b>Cubic Ft.</b>	<b>\$2.00 - 30 Gal Bag</b> <b>\$1.45 - 15 Gal Bag</b>
Fees	3,200,000	2,900,000	595,000
Grants	143,731	0	0
Job Work & Merchandise	75,000	75,000	0
	<b>3,418,731</b>	<b>2,975,000</b>	<b>595,000</b>
<b>Gross Budget</b>	<b>3,417,865</b>	<b>2,754,483</b>	<b>597,857</b>
<b>Estimated Budget Surplus/(Deficit)</b>	<b>866</b>	<b>220,517</b>	<b>(2,857)</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 2022-2023 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 695 WASTE WATER

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>20-21 ACTUAL</i>	<i>21-22 BUD</i>	<i>22-23 PROPOSED</i>
40200	Full Time Salaries	359,285	353,010	352,206
40300	Overtime	20,384	25,000	5,000
40430	Clothing Allowance	1,204	1,800	1,800
40440	Educational Incentive	2,750	2,750	2,250
40450	Standby	0	0	20,384
41100	Health/Dental Ins	168	142,041	138,440
41200	Life & Disability	151,307	5,181	4,185
41700	Fica/Medicare	5,159	29,266	29,195
41750	Unemploy Insurance	27,433	440	440
41775	Workers Comp Insurance	434	10,687	9,084
41780	State Retirement	8,185	53,535	53,406
43000	Travel/Training	42,104	1,500	1,500
43500	Training/Licenses	662	1,650	1,650
44100	Operating Supplies	1,617	3,000	3,400
44101	Office Supplies	2,846	1,800	2,000
44104	Paging units	1,958	200	200
44400	Vehicle Fuel	247	2,000	1,500
44402	Other Petroleum & Chemicals	1,066	1,000	1,000
44500	Postage	826	300	300
44654	Safety Materials	171	2,000	2,000
44662	Sodium Hypochlorite	310	35,918	64,524
44663	Coagulant Polymer	34,267	46,880	48,880
44668	Misc Chemicals	41,919	5,223	5,223
44669	Sodium Aluminate	5,115	23,530	25,740
44670	Sodium Bisulfite	22,024	27,000	28,288
44800	Clothing - Safety Boots	22,354	1,800	1,800
45100	City Attorney/Legal Services	806	5,000	5,000
45200	Account & Audit	0	5,000	5,000
45421	Collection System Maint.	5,000	20,000	15,000
45441	Reimb City Departments	2,827	102,228	111,265
45500	Association Dues	105,854	0	0
45600	Telephone	5,901	5,200	6,400
45700	Contract Services	25,282	32,000	39,732
45901	Advertising	0	200	200
45905	IT Consultant	3,835	7,305	3,835
45910	Physicals	0	150	0
45915	Title Search Fees	1,000	1,000	1,000

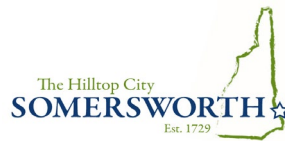


## WASTE WATER FUND FY 2022-2023 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 695 WASTE WATER

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
45950	Rentals	3,000	3,000	3,000
46001	Repairs And Maint	79,669	116,000	133,000
46002	Solid Waste Disposal	223,421	271,320	265,052
46100	Building Ins	45,083	47,500	55,433
46300	Fleet & Equip Insurance	580	765	893
47201	Office Equip	5,145	9,844	8,500
47351	Lab Equipment & Testing	27,741	30,160	27,100
48101	Electricity	189,245	175,000	181,460
48102	Water & Sewer	34,043	37,577	10,000
48103	Heating Fuel	21,231	26,200	21,000
48109	Propane	676	900	900
49338	Sewer Collection System Assessment	0	95,000	0
49737	Downtown Imp - Prin	0	37,400	37,400
49738	Downtown Imp - Int	15,257	13,687	11,686
49743	Cemetery Road Improvements - P	0	72,666	71,333
49744	Cemetery Road Improvements - I	20,228	45,961	41,750
49777	SRF Loan Payment-Prin	0	522,455	523,266
49778	SRF Loan Payment-Interest	84,091	70,381	54,720
49779	WWTF Upgrade - Prin	0	0	590,900
49780	WWTF Upgrade - Int	0	0	388,645
<i>Waste Water</i>		<b>1,653,712</b>	<b>2,531,410</b>	<b>3,417,865</b>
<i>Difference From Previous Budget</i>				886,455
<i>Percentage Difference From Previous Budget</i>				35.02%



## WASTE WATER FUND FY 2022-2023 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 695 WASTE WATER

ACCT NUMBER	DESCRIPTION	22-23 PROPOSED	Detail
40200	Full Time Salaries	352,206	6 Full Time and 1 Shared Billing Clerk
40300	Overtime	5,000	Overtime hours for call-backs, holiday work and miscellaneous duties.
40430	Clothing Allowance	1,800	(6) employees x \$300 clothing expense = \$1,800
40440	Educational Incentive	2,250	Stephanie - Bachelor's, NH Grade IV WW - \$1,100 Jamie - New England Collections Systems Operator Grade IV, New England Lab analyst Grade I - \$700 Dave - Associate Degree - \$450
40450	Standby	20,384	Standby/SCADA Pay
41100	Health/Dental Ins	138,440	Health/Dental Insurance
41200	Life & Disability	4,185	Life and Short Term Disability Insurance
41700	Fica/Medicare	29,195	Salary (\$381,640) x 7.65%
41750	Unemploy Insurance	440	PRIMEX Insurance
41775	Workers Comp Insurance	9,084	PRIMEX Insurance
41780	State Retirement	53,406	Salary (\$379,840) x 14.06%
43000	Travel/Training	1,500	Director's attendance at APWA National Conference (\$650); APWA Conference is in Charlotte NC , August 28-31, 2022.
43500	Training/Licenses	1,650	Director's attendance at NEWEA Conference (\$850) Certification training \$50/class (10-classes/yr) IPP/Laboratory training \$50/class (4-classes/yr) Annual NHWPCA dues \$35/dues (6-employees) NEWEA dues \$110/membership (Stephanie, Jamie & Mike) Chemical Purchasing program dues \$100 Wastewater license renewal fees \$50 (3-employees each year.)
44100	Operating Supplies	3,400	General supplies including janitorial (\$1,800) Replacement bags for headworks building (screenings & grit) (\$1,600)
44101	Office Supplies	2,000	General office supplies (paper, ink cartridges, toner etc.)
44104	Paging units	200	Off-site pager for on-call personnel - \$16/month
44400	Vehicle Fuel	1,500	Fuel for wastewater vehicles which includes 3/4 ton pick-up, Loader, Zero turn lawn mower, weed wackers and snow blowers.
44402	Other Petroleum & Chemicals	1,000	Used for WWTF and Blackwater Rd pump stations generators. Townsend Energy On-road diesel for wwtf due to outside storage. Off-road diesel for Blackwater Rd pump station inside storage with heat.
44500	Postage	300	Used for correspondence with NH-DES, US-EPA and IPP permits.





## WASTE WATER FUND FY 2022-2023 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 695 WASTE WATER

ACCT NUMBER	DESCRIPTION	22-23 PROPOSED	Detail
44654	Safety Materials	2,000	Personal Protective Equipment Replacement rain gear gear \$150/employee (6-employees) Miscellaneous supplies (Eye, hearing protection, gloves (leather summer, winter, rubber) First Aid kit - Replacement items
44662	Sodium Hypochlorite	64,524	Purchased through the SMRWC Chemical Cooperative. Chemical cost for budget year 2023 - \$1.698/gal This is an increase in cost from 2022 of \$0.75/gal Estimated usage - 38,000
44663	Coagulant Polymer	48,880	Used to aid in solids (sludge removal) Chemical cost for budget year 2023 - \$12.22/gals. Estimated annual usage is 4,000 gals.
44668	Misc Chemicals	5,223	Used to remove foam from the effluent prior to discharging to the Salmon Falls River. Chemical cost for budget year 2022 - \$11.87/gal. Estimated annual use - 440 gals.
44669	Aluminum Sulphate	25,740	Chemical cost for budget year 2023 - \$3.96/gal. This is an increase of \$0.34 over 2022. Estimated annual usage - 6,500 gals.
44670	Sodium Bisulfite	28,288	Chemical cost for budget year 2023 \$2.80/gal (summer blend) Estimated annual usage - 4,000 gals This is an increase of \$0.34 over 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	Legal matters concerning permit renewal.
45200	Account & Audit	5,000	Annual Audit



## WASTE WATER FUND FY 2022-2023 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
45421	Collection System Maint.	15,000	<b>Sewer infrastructure maintenance &amp; reconstruction - \$15,000</b> -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	111,265	<b>Cost allocation - DPW Dir. (\$20,000), City Manager (\$30,000), Finance Dir. (\$15,000), City Engineer (\$46,265).</b>
45600	Telephone	6,400	<b>This covers five dedicated telephone lines at the WWTF used for voice (2), SCADA, Fire alarm and</b>
45700	Contract Services	39,732	<b>Annual flow meter and gas meter calibrations - \$1,200</b> <b>With additional train online we have more analyzers to service.</b> <b>Annual fire extinguisher inspection/service - \$915</b> <b>Annual crane inspection (3) - WWTF, (1) Blackwater Rd pump station - \$1,600</b> <b>Semi-Annual chlorine analyzer maintenance - \$4,112</b> <b>Annual HVAC services for the laboratory, main building and Blackwater Rd pump station - \$5,000</b> <b>Annual laboratory equipment calibrations - \$465</b> <b>Annual Salmon Falls River Monitoring (NPDES requirement) - \$5,550</b> <b>Annual Industrial Pretreatment Program analysis - \$1,220</b> <b>Semi-Annual Whole Effluent Toxicity (WET) analysis - \$5,670</b> <b>Total Nitrogen Great Bay water quality analysis - \$14,000</b> <b>Miscellaneous corrective maintenance needs.</b>
45901	Advertising	200	<b>Advertising for employee applicants</b>
45905	IT Consultant	3,835	<b>City wide IT support with Back Bay Networks. Munis - \$3,835</b>
45915	Title Search Fees	1,000	<b>Consultant for deed research to apply lien on overdue accounts</b>
45950	Rentals	3,000	<b>Split Utility billing office rent with Water Utility.</b>



## WASTE WATER FUND FY 2022-2023 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
46001	Repairs And Maint	133,000	Unscheduled and scheduled corrective maintenance on aging equipment through out WWTF - \$50,000 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 roof top HVAC for laboratory \$30,000. ProHVAC verbal 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	265,052	Sludge generated through the breakdown of treated wastewater. WM contract disposal cost for sludge (7/1/22-6/30/23) - \$99.23/ton & \$292.16 per haul.
46100	Building Ins	55,433	PRIMEX
46300	Fleet & Equip Insurance	893	Fleet & Equipment Insurance
47201	Office Equip	8,500	Maintenance of computers and network - \$3,167 VUEworks software license - \$1,333.33 Allen Bradley replacement card - \$4,000
47351	Lab Equipment & Testing	27,100	Lab supplies - \$2,000/month QA/QC requirements - \$1,000 NH-ELAP (Laboratory association membership) dues - \$600 NH ELAP audit - \$1,500
48101	Electricity	181,460	Electrical use at the wastewater treatment facility & pump stations. WWTF electricity - \$168,180.84 (used 1,200,000 KWH) Blackwater Rd pump station - \$9,382.65 (used 51,223 KWH) Main St pump station - \$2,365.35 (used 14,866 KWH) West High St pump station - \$455.06 (used 1,769 KWH) Hawthorne Circle (Gerrish Commons) - \$1,076.28 (used 6,225 KWH)



## WASTE WATER FUND FY 2022-2023 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
48102	Water & Sewer	10,000	Water cost for the wastewater treatment facility. Meter # 1480344758 (Influent Headworks building) - \$1,000.00 Meter # 1832340351 (Main WWTF building) - \$6,000
48103	Heating Fuel	21,000	Used for heating the WWTF and for the Main St pump station standby generator. WWTF natural gas use - \$20,000 Main St natural gas use - \$1,000
48109	Propane	900	Heat for Blackwater Rd pump station and
49737		37,400	Final Payment FY 2028-2029
	Downtown Imp - Prin		
49738	Downtown Imp - Int	11,686	\$259,760 Principal, \$36,100 Interest Outstanding
49743	Cemetery Road Imp - Prin	71,333	Final Payment FY2035-2036
49744	Cemetery Road Imp - Int	41,750	\$999,670 P, \$273,666 Int. outstanding
49777	Srf Loan Payment-Princ	523,266	Two Bonds - Final payment on large issue FY 2025-2026, on small issue FY 2029-2030
49778	Srf Loan Payment-Interest	54,720	Two bonds - \$2,211,710 Principal, \$140,117 interest outstanding
49779	WWTF Upgrade - Prin	590,900	First year of recent WWTF Upgrade - SRF Loan - Based on a draft schedule - Final Payment FY2042
49780	WWTF Upgrade - Int	388,645	\$11,818,000 P, \$3,424,453 Int. outstanding

**3,417,865**



## **WATER FUND FY 2022-2023 PROPOSED BUDGET**

### **406 ENTERPRISE FUNDS**

#### **690 WATER DEPARTMENT**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>20-21 ACTUAL</b>	<b>21-22 BUD</b>	<b>22-23 PROPOSED</b>
40200	Full Time Salaries	385,020	398,188	393,504
40300	Overtime	6,301	12,000	12,000
40430	Clothing Allowance	2,231	2,100	2,100
40440	Educational Incentive	2,800	2,800	2,200
40450	Standby/SCADA Pay	25,055	26,208	32,032
41100	Health/Dental Ins	150,487	191,799	167,731
41200	Life & Disability	5,649	5,815	5,638
41500	Retirees Life Insurance	491	491	491
41700	Fica/Medicare	30,833	33,759	33,800
41750	Unemploy Insurance	490	440	428
41775	Workers Comp Insurance	9,999	13,056	11,098
41780	State Retirement	46,187	61,751	61,827
43000	Travel/Training	3,478	3,715	4,265
44101	Office Supplies	6,121	7,000	7,000
44104	Paging units	321	400	400
44400	Vehicle Fuel	3,161	3,000	3,500
44500	Postage	19,674	22,000	20,000
44654	Safety Materials	2,315	2,500	2,500
44657	Backflow Distribution	16	300	0
44661	Sodium Hydroxide	43,922	64,000	64,000
44662	Sodium Hypochlorite	9,017	9,452	16,980
44664	Polymer Aid	4,921	9,900	9,900
44665	Activated Carbon	18,180	19,700	21,200
44666	Poly Phosphate	21,504	22,464	25,856
44668	Misc Chemicals	3,065	11,000	11,000
44669	Aluminum Sulphate	79,923	84,800	91,200



## **WATER FUND FY 2022-2023 PROPOSED BUDGET**

### **406 ENTERPRISE FUNDS**

#### **690 WATER DEPARTMENT**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>20-21 ACTUAL</b>	<b>21-22 BUD</b>	<b>22-23 PROPOSED</b>
44800	Clothing	1,547	2,100	2,100
45100	Legal Services	0	5,000	5,000
45200	Account & Audit	5,000	5,000	5,000
45401	Repairs To Mains	94,229	50,000	75,000
45403	Repairs To Services	10,572	7,500	7,500
45404	Repairs To Hydrants	7,401	8,000	8,000
45405	Repairs to Meters	20	0	0
45422	Repair WTP Struct & Eq.	57,177	31,000	31,000
45441	Reimb City Departments	117,854	119,228	128,265
45448	Lagoon Cleaning	18,613	60,000	50,000
45600	Telephone	6,396	5,700	7,260
45601	Cell Phones	972	1,300	828
45700	Contract Services	67,862	70,000	70,000
45901	Advertising	93	0	0
45905	IT Consultant	2,502	2,502	2,502
45908	Consultant	0	7,500	5,000
45910	Physicals	63	0	0
45915	Title Search Fees	1,000	1,100	1,000
45950	Rentals	3,000	3,000	3,000
46100	Building Ins	22,483	23,500	27,443
46300	Fleet & Equip Insurance	1,723	2,288	2,670
47200	Office Machine/Software	4,735	5,000	5,000
	Maint			
47201	Office Equip	5,667	8,400	5,700
47351	Lab Equipment & Testing	21,809	24,188	24,000
47352	Other Distrib. Equipment	3,683	4,000	4,000
47600	Vehicle Maintenance	2,773	2,000	2,000
48101	Electricity	133,078	142,000	136,000
48103	Heating Fuel	873	2,000	1,500
48104	Trash Collection	988	1,000	1,000
48109	Propane	29,317	40,000	35,000
49353	Meters	34,256	25,000	25,000



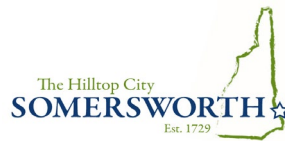
## WATER FUND FY 2022-2023 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
49388	New Distribution Vehicle	0	61,200	0
49390	Data Collection Unit	3,333	0	0
49394	Noble Pine Water Tank Rehab	54,700	0	154,500
49395	Paint Section of WTP	12,260	0	0
49396	Rocky Hill Rd Well Analysis	62,900	0	0
49398	Green St. Water Line	19,009	0	0
49410	Water Main Replacement	0	0	172,500
49411	WTP Evaluation	0	0	100,000
49737	Downtown Imp - Prin	0	79,475	79,475
49738	Downtown Imp - Int	32,422	29,085	24,833
49743	Cemetery Road Imp - Prin	0	72,667	71,333
49744	Cemetery Road Imp - Int	20,228	45,961	41,750
49754	Water Upgrade NHMBB P	0	90,000	90,000
49755	Water Upgrade NHMBB I	24,973	22,888	19,063
49756	Water Upgrade-SRF-Prin	0	250,000	260,000
49757	Water Upgrade-SRF-INT	35,787	68,900	58,900
49762	High ST Bond-Prin	0	9,500	9,500
49763	High St Bond- Int	2,001	1,696	1,211

<i>Water Department</i>	<b>1,804,460</b>	<b>2,398,316</b>	<b>2,754,483</b>
<i>Difference From Previous Budget</i>			<b>356,167</b>
<i>Percentage Difference From Previous Budget</i>			<b>14.85%</b>



## WATER FUND FY 2022-2023 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
40200	Full Time Salaries	393,504	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	2,200	Three employees eligible
40450	Standby/SCADA Pay	32,032	On-call pay Dist. and WTP.
41100	Health/Dental Ins	167,731	Health & Dental Insurance
41200	Life & Disability	5,638	Life and Short Term Disability Insurance
41500	Retirees Life Insurance	491	Retirees Life Insurance
41700	Fica/Medicare	33,800	Salary (\$441,836) x 7.65%
41750	Unemploy Insurance	428	PRIMEX Insurance
41775	Workers Comp Insurance	11,098	PRIMEX Insurance
41780	State Retirement	61,827	Salary (\$439,736) x 14.06%
43000	Travel/Training	4,265	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	3,500	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	20,000	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.





## **WATER FUND FY 2022-2023 PROPOSED BUDGET**

### **406 ENTERPRISE FUNDS**

#### **690 WATER DEPARTMENT**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>22-23 PROPOSED</b>	<b>Detail</b>
44661	Sodium Hydroxide	64,000	Cost 2022-2023 \$.9027 Cost 2021-2022 \$.8653 Projected usage 70,000 gallons
44662	Sodium Hypochlorite	16,980	Cost 2022-2023 \$0.9452 / gallon Cost 2021-2022 \$1.1490 / gallon Projected use 18,000 gallons
44664	Polymer Aid	9,900	Cost \$2.48/lb. Average usage 10lbs/ day
44665	Activated Carbon	21,200	10,000lbs/ year @ 1.97/lb
44666	Poly Phosphate	25,856	2022-2023 cost \$2.08/ lb 2021-2022 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	91,200	86,000 gal/ year 2022-2023 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	75,000	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 2022-2023 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
45422	Repair WTP Struct & Eq.	31,000	<p>Online pH probe replacement (3 per year rotating replacement) \$4060</p> <p>-Actiflo replacement parts (wearable &amp; lubricants) \$4000.00</p> <p>-MCC/ VFD/ PLC maintenance supplies \$3000.00</p> <p>- Cleaning of vaults and waste tank (annual) \$2000.00</p> <p>-Intake screen cleaning (divers) \$3000.00</p> <p>- Filter media replenishment \$2500.00</p> <p>-Other (parts for contract work, janitorial supplies, etc.) \$5500.00</p> <p>Replacement peristaltic pumps \$3790.00</p> <p>- Unforeseen building repairs and equipment \$2500.00</p> <p>- Water tower yearly maintenance \$3000.00</p> <p>- Led light conversion for distribution warehouse \$2000.00</p>
45441	Reimb City Departments	128,265	<p>Administrative Cost Allocation - Public Works Dir. (\$37,000), City Manager (\$30,000), Finance Dir. (\$15,000), City Engineer (\$46,265)</p>
45448	Lagoon Cleaning	50,000	<p>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.</p> <p>In 2021 Lagoon number 1 will be cleaned.</p> <p>In 2022 Lagoons 2 &amp; 3 will be cleaned.</p>
45600	Telephone	7,260	<p>Voce, Data, Telemetry (cell phones separate)</p> <p>Service from Fairpoint, etal.</p>



## WATER FUND FY 2022-2023 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
45601	Cell Phones	828	Average \$69.00/ 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, Flyght/ITT, Layne etc) \$4,600.00 annual maintenance on vital equip. Compaction Testing Services for Water related excavations \$1,200.00 fire extinguisher testing and replacement \$200.00 Printing of annual CCR \$1000.00 Backflow Testing City wide IT support with Back Bay Networks.
45905	IT Consultant	2,502	Consulting Services as needed
45908	Consultant	5,000	Consultant for deed research to apply liens on overdue accounts.
45915	Title Search Fees	1,000	Rent for billing office in City Hall - split cost with Sewer Utility.
45950	Rentals	3,000	PRIMEX
46100	Building Ins	27,443	PRIMEX
46300	Fleet & Equip Insurance	2,670	Meter reading equipment maintenance contract.
47200	Office Machine/Software Main	5,000	Technical support, extended warranty and loaner devices. Munis & Vadar
47201	Office Equip	5,700	\$4,850.00 Folder/sorter machine



## WATER FUND FY 2022-2023 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
47351	Lab Equipment & Testing	24,000	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 \$1,390 Total Trihalomethane \$60.00 Filter Paper \$1100.00 pH Buffers \$270.00 pH Probe \$700.00 Replacement turbidimeter with sc 200 controller \$4524.00 2-SC 200 controller for existing equipment \$4544.00pH Salt Bridges
47352	Other Distrib. Equipment	4,000	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.
47600	Vehicle Maintenance	2,000	Vehicle repair and maintenance



## WATER FUND FY 2022-2023 PROPOSED BUDGET

### 406 ENTERPRISE FUNDS

#### 690 WATER DEPARTMENT

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
48101	Electricity	136,000	Purchased Power W.T.P. electricity for main plant.
48103	Heating Fuel	1,500	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	35,000	Propane- heating fuel for treatment plant/ warehouse.
49353	Meters	25,000	Meters, associated brass, meter repair parts. radio transmitters and assorted fittings.
49394	Noble Pine Water Tank Rehab	154,500	CIP 2023-2028
49410	Water Main Replacement	172,500	CIP 2023-2028
49411	WTP Evaluation	100,000	CIP 2023-2028
49737	Downtown Imp - Prin	79,475	Final payment FY 2028-2029
49738	Downtown Imp - Int	24,833	\$631,465 principal, \$105,797 interest outstanding
49743	Cemetery Road Imp. - P	71,333	Final Payment FY2035-2036
49744	Cemetery Road Imp. - I	41,750	\$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	19,063	\$630,000 Principal, \$87,645 Interest outstanding
49756	Water Upgrade-SRF-Prin	260,000	Final Payment FY 2027-2028
49757	Water Upgrade-SRF-INT	58,900	\$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	1,211	\$38,000 Principal, \$3,877 Interest outstanding

**2,754,483**




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**SOLID WASTE FUND FY 2022-2023 PROPOSED BUDGET**

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**410 ENTERPRISE FUNDS**

**670 SOLID WASTE DISPOSAL**

<i><b>ACCT NUMBER</b></i>	<i><b>DESCRIPTION</b></i>	<i><b>20-21 ACTUAL</b></i>	<i><b>21-22 BUD</b></i>	<i><b>22-23 PROPOSED</b></i>
49600	Bags	86,216	80,000	90,000
49602	Bulky Waste Stickers	0	400	400
49603	Audit Costs	0	500	0
49604	Bulky Waste Disposal	6,602	10,500	10,500
49606	Collection Service	442,049	456,473	496,237
49608	Composting	260	0	720

<i>Solid Waste Disposal</i>	<i><b>535,127</b></i>	<i><b>547,873</b></i>	<i><b>597,857</b></i>
<i>Difference From Previous Budget</i>			<i><b>49,984</b></i>
<i>Percentage Difference From Previous Budget</i>			<i><b>9.12%</b></i>




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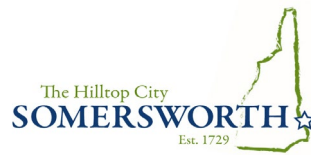
## SOLID WASTE FUND FY 2022-2023 PROPOSED BUDGET

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### 410 ENTERPRISE FUNDS

#### 670 SOLID WASTE DISPOSAL

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>22-23 PROPOSED</i>	<i>Detail</i>
49600	Bags	90,000	Purchase of Bags for resale to residents, based on past history. Staff is now working with Waste Zero on bag purchasing and staff is no longer managing trash bag inventory or deliveries,.
		400	Purchase of Recycling Bins for resale to the public based on historical purchase history.
49602	Bulky Waste Stickers		
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	Collecting Service	496,237	MSW - \$302,487/year plus \$77.50/ton disposal. $2,500 \times \$77.50 + \$302,487 = \$496,237$
49608	Composting	720	Food waste composting program; Cost of hauling food composting material. \$60/month
		<b>597,857</b>	



## CABLE FUND FY 2022-2023 PROPOSED BUDGET

### 409 CABLE/COMMUNITY OUTREACH

#### 990 CABLE FUND

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 PROPOSED
40220	Part Time Salaries	22,585	23,500	26,650
40240	Seasonal Salaries	0	2,400	0
41700	Fica/Medicare	1,728	1,981	2,039
41750	Unemploy Insurance	62	60	58
41775	Workers Comp Insurance	272	355	302
43000	Travel/Training	0	600	600
44100	Operating Supplies	677	2,500	2,500
45100	City Attorney/Legal Services	3,220	7,500	7,500
45700	Contract Services	10,658	10,000	12,000
47201	Equipment	4,317	57,000	20,000

<i>Cable Fund</i>	<b>43,520</b>	<b>105,896</b>	<b>71,649</b>
<i>Difference From Previous Budget</i>			<b>-34,247</b>
<i>Percentage Difference From Previous Budget</i>			<b>-32.34%</b>






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**CABLE FUND FY 2022-2023 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>22-23 PROPOSED</b>	<b>Detail</b>
40220	Part Time Salaries	26,650	<b>Cable TV Coordinator; 20 hours per week plus camera operators.</b>
41700	Fica/Medicare	2,039	<b>Salary (\$26,650) x 7.65%</b>
41750	Unemploy Insurance	58	<b>PRIMEX Insurance</b>
41775	Workers Comp Insurance	302	<b>PRIMEX Insurance</b>
43000	Travel/Training	600	<b>NHCCM Monthly Meetings</b>
44100	Operating Supplies	2,500	<b>Various electronic equipment for broadcasting and streaming.</b>
45100	City Attorney/Legal Services	7,500	<b>Cable TV Franchise Fee agreement</b>
45700	Contract Services	12,000	<b>Live and Archived Streaming, Adobe Premier Pro, other contracted services.</b>
47201	Office Equip	20,000	<b>General City and School Equipment replacement (\$20,000),</b>

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**71,649**

# SCHOOL ADMINISTRATIVE UNIT FIFTY SIX

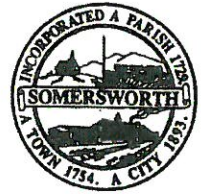
## Somersworth School District

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  
Lori Lane, Superintendent of Schools  
Katie Krauss, Business Administrator

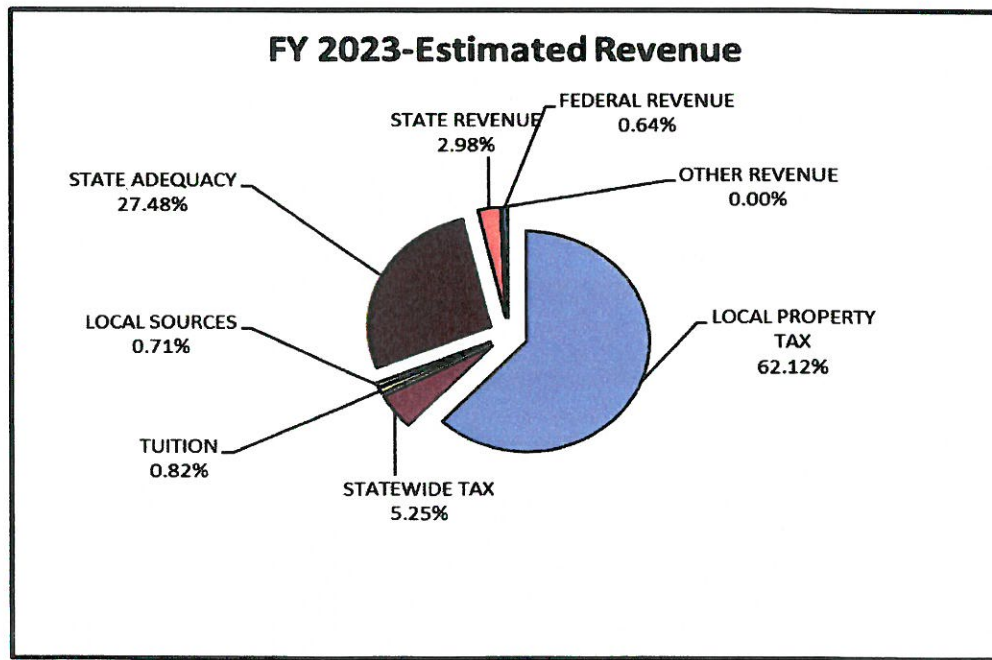
Date: February 16, 2022

Regards: FY 2022-2023 School Department Proposed Budget

### Revenues

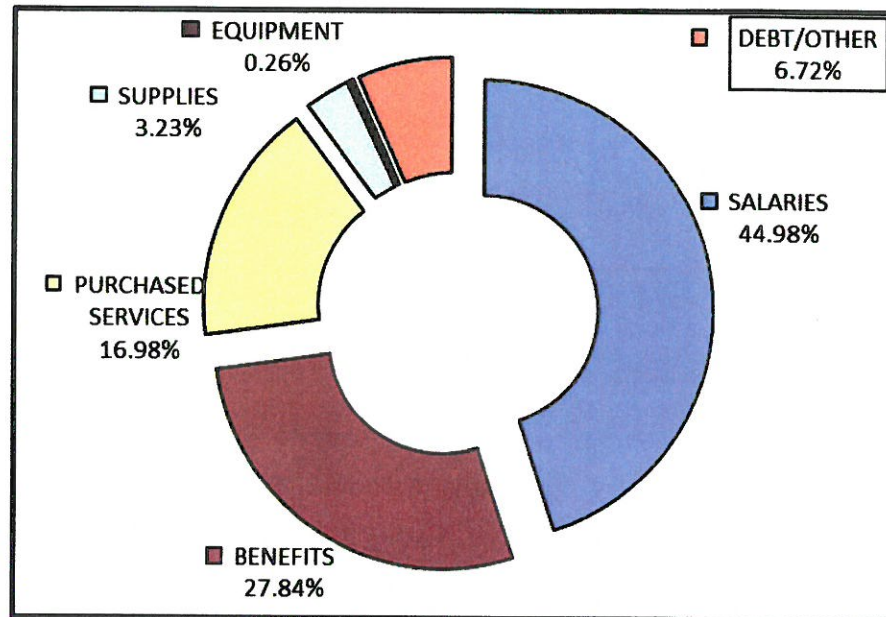
Fiscal Year 2022-2023 proposed School Department General Fund appropriations will be supported from the following estimated revenue sources:

- \$19,264,004 in Municipal Property Taxes
- \$ 7,859,138 in State Adequacy Grant
- \$ 150,000 in Medicaid Reimbursement
- \$ 486,345 in Building Aid
- \$ 325,000 in Special Education Aid
- \$ 40,000 in Tri-City Career Technical Aid
- \$ 234,500 in Tuition
- \$ 200,366 in Rollinsford SAU Revenue
- \$ 33,400 in Indirect Costs
- \$ 4,000 in Miscellaneous



## Expenditures

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



### Total Budget Summary

2021-2022 Approved Budget	\$	28,280,522
2022-2023 Proposed Budget	\$	28,596,753
<b>Total Expenditure Increase</b>	<b>\$</b>	<b>316,231</b>
2021-2022 Estimated Revenue	\$	10,018,787
2022-2023 Estimated Revenue	\$	9,332,749
<b>Total Loss in Revenue</b>	<b>\$</b>	<b>686,038</b>
<b>Total Net Budget Increase</b>	<b>\$</b>	<b>1,002,269</b>

### Tax Cap Summary

Total Net Amount to be Raised by Taxes per Tax Cap	\$	19,775,637
Total Net Amount proposed to be raised by Taxes	\$	19,264,004
Total Amount Below Tax Cap	\$	511,633

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**GENERAL FUND REVENUE ESTIMATES**

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**FY 21-22      FY 22-23****SCHOOL:**

STATE ADEQUACY GRANT	8,042,417	7,859,138
MEDICAID REIMBURSEMENT	100,000	150,000
BUILDING AID	512,476	486,345
KINDERGARTEN AID	0	0
SPECIAL EDUCATION AID	325,000	325,000
TRI-CITY CAREER TECHNICAL AID	40,000	40,000
TUITION	27,500	44,500
ROLLINSFORD SAU REVENUE	207,323	200,366
INDIRECT COST REVENUE	33,400	33,400
MISCELLANEOUS SCHOOL	4,000	4,000
OTHER FINANCING SERVICES	726,671	0
SYC Revenue	0	190,000
<b>SUBTOTAL SCHOOL INTERGOVERNMENTAL</b>	<b>10,018,787</b>	<b>9,332,749</b>

**DECREASE IN REVENUES FROM PREVIOUS YEAR**  
**PERCENTAGE OF DECREASE IN REVENUES**

**(686,038)**  
**-6.85%**



SCHOOL DEPARTMENT FY 2022-2023 APPROVED BUDGET

PERSONNEL	21-22 ACTUAL STAFFING	22-23 APPROVED STAFFING	CHANGE	22-23 Proposed STAFF CHANGES
<b>IDLEHURST ELEMENTARY SCHOOL</b>				Teachers (3.5)
Principal	1.0	1.0	0.0	Paraprofessionals 0.0
Assistant Principal	1.0	1.0	0.0	Custodians 0.0
Guidance	1.5	1.5	0.0	Grounds Maintenance 1.0
Teachers (Including Nurse and Speech)	30.2	30.2	0.0	Federal Grants Manager/Title I Director 0.3
Clerical	1.5	1.5	0.0	<b>TOTAL STAFF CHANGES (2.2)</b>
Paraprofessionals	24.0	24.0	0.0	
Other (ESOL Assistant)	0.0	0.0	0.0	
Custodians	3.5	3.5	0.0	
<b>MAPLE WOOD ELEMENTARY SCHOOL</b>				
Principal	1.0	1.0	0.0	
Assistant Principal	1.0	1.0	0.0	
Guidance	1.5	1.5	0.0	
Teachers (Including Nurse, ESOL and Speech)	28.3	25.3	(3.0)	
Clerical	1.5	1.5	0.0	
Paraprofessionals/Aides	13.5	13.5	0.0	
Other	0.0	0.0	0.0	
Custodians	3.0	3.0	0.0	
<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	31.6	(0.5)	
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	
Grounds Maintenance	0.0	1.0	1.0	
Federal Grants Manager/Title I Director	0.0	0.3	0.3	
<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 2022-2023 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**1100 REGULAR EDUCATION**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110 Teacher Salaries	1,074,268	1,150,463	1,136,406
5110 Paraprofessional Salaries	25,124	38,892	24,647
5110 Substitutes Salaries	9,728	21,100	21,100
5200 Health & Dental Insurance	312,329	318,508	293,798
5200 Life & Disability	3,775	3,696	3,353
5200 FICA/Medicare	79,711	92,599	90,435
5200 State Retirement	189,103	239,384	236,047
5300 Contracted Services	0	0	0
5400 Maintenance Agreement	7,075	5,626	5,626
5400 Equipment Repairs -Music	90	400	400
5400 Copier Lease/Purchase	10,060	10,210	10,210
5600 General Supplies	11,960	13,499	15,690
5600 Print Media	4,825	5,285	2,253
5600 Software	7,540	8,781	9,794
5700 Computer Hardware	0	0	0
5700 Furniture	3,443	2,000	0
5700 Other Equipment	0	0	0
<b>Regular Education</b>	<b>1,739,032</b>	<b>1,910,443</b>	<b>1,849,759</b>
<b>Difference From Previous Budget</b>			<b>(60,684)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-3.18%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**1200 SPECIAL EDUCATION**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110	SPED Teacher Salaries	226,036	237,783	210,926
5110	SPED Paraprofessional Salaries	281,063	322,781	329,210
5200	SPED Health & Dental Insurance	200,580	218,215	257,990
5200	SPED Life & Disability	2,158	2,359	2,314
5200	SPED FICA/Medicare	36,049	42,882	41,320
5200	SPED State Retirement	71,063	95,365	91,199
5300	SPED Contracted Services	20,105	40,047	101,600
5500	SPED Tuition	330,251	282,376	326,092
5600	SPED Supplies	699	1,000	2,000
5600	SPED Technology Supplies	0	0	0
5600	SPED Print Media	0	0	1,250
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	38,662	41,305	43,935
5200	ESL Teacher Benefits	19,786	22,174	23,730
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>1,226,451</b>	<b>1,306,287</b>	<b>1,431,566</b>
<b>Difference From Previous Budget</b>				<b>125,279</b>
<b>Percentage Difference From Previous Budget</b>				<b>9.59%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2120 GUIDANCE SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110	Guidance Salaries	42,956	45,879	48,938
5200	Guidance - Health & Dental Insurance	18,333	18,625	19,830
5200	Guidance - Life & Disability	142	157	166
5200	Guidance - FICA/Medicare	3,002	3,510	3,744
5200	Guidance - State Retirement	7,646	9,644	10,287
5300	Guidance-Contracted Services	0	1,050	1,050
5600	Guidance Supplies	292	0	0
5600	Guidance Print Media	126	530	150
5700	Guidance Furniture	490	0	0
5800	Guidance Dues	0	0	0
<b>Guidance Services</b>		<b>72,986</b>	<b>79,395</b>	<b>84,164</b>
<b>Difference From Previous Budget</b>				<b>4,769</b>
<b>Percentage Difference From Previous Budget</b>				<b>6.01%</b>



**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2130 HEALTH SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110	Nurse Salary	50,644	51,999	53,394
5200	Nurse - Health & Dental Insurance	24,438	24,829	26,483
5200	Nurse - Life & Disability	165	167	168
5200	Nurse - FICA/Medicare	3,451	3,978	4,085
5200	Nurse - State Retirement	9,015	10,930	11,223
5400	Nurse-Maintenance Agreements	0	0	319
5600	Nursing Supplies	364	400	400
5600	Nursing Software	555	700	780
5700	Nursing Computer Hardware	0	0	0
5700	Nursing Other Equipment	0	0	0
<b>Health Services</b>		<b>88,632</b>	<b>93,003</b>	<b>96,852</b>
<b>Difference From Previous Budget</b>				<b>3,849</b>
<b>Percentage Difference From Previous Budget</b>				<b>4.14%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2150 SPEECH & LANGUAGE SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110	Speech Teacher Salaries	15,832	17,382	0
5200	Speech - Health & Dental Insurance	4,246	4,249	0
5200	Speech - Life & Disability	139	56	0
5200	Speech - FICA/Medicare	1,178	1,330	0
5200	Speech - State Retirement	2,818	3,654	0
5300	Speech-Professional Services	309	579	579
5600	Speech Supplies	200	900	400
5600	Speech Print Media	210	0	0
<b>Speech &amp; Language Services</b>		<b>24,932</b>	<b>28,150</b>	<b>979</b>
<b>Difference From Previous Budget</b>				<b>(27,171)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-96.52%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2210 TESTING SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5300	Testing Services-Contracted Services	4,688	4,375	4,374
5600	Testing Supplies	0	0	0
5600	Testing Print Media	864	520	520
<b>Testing Services</b>		<b>5,551</b>	<b>4,895</b>	<b>4,894</b>
<b>Difference From Previous Budget</b>				<b>(1)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-0.02%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2222 LIBRARY SERVICES**

<b>ACCT</b>		<b>20-21</b>		<b>22-23</b>
<b>NUMBER</b>	<b>DESCRIPTION</b>	<b>ACTUAL</b>	<b>21-22 BUD</b>	<b>APPROVED</b>
5110	Librarian Salaries	24,206	24,848	25,510
5200	Librarian - Health & Dental Insurance	9,775	9,931	10,593
5200	Librarian - Life & Disability	83	74	73
5200	Librarian - FICA/Medicare	1,600	1,901	1,952
5200	Librarian - State Retirement	4,309	5,223	5,362
5600	Library Supplies	638	500	500
5600	Library Print Media	992	1,000	1,000
5600	Library Software	763	1,103	1,103
<b>Library Services</b>		<b>42,366</b>	<b>44,580</b>	<b>46,093</b>
<b>Difference From Previous Budget</b>				<b>1,513</b>
<b>Percentage Difference From Previous Budget</b>				<b>3.39%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2400 SCHOOL ADMINISTRATION SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110	Clerical Salaries	57,672	64,699	64,341
5110	Administrator Salaries	170,667	175,787	185,181
5110	Leadership Team Salaries	0	0	16,000
5200	Health & Dental Insurance	43,500	46,723	58,362
5200	Life & Disability	1,722	1,419	1,436
5200	FICA/Medicare	16,895	18,398	20,312
5200	State Retirement	36,821	46,047	51,335
5200	Professional Development	0	0	0
5400	Maintenance Agreement	0	0	0
5400	Equipment Repairs	0	0	0
5500	Postage	1,808	1,800	1,800
5600	General Supplies	1,740	1,820	1,820
5600	Subscriptions and Books	0	0	0
5700	Computer Hardware	0	0	0
5700	Furniture	0	0	0
5700	Other Equipment	0	0	0
5800	Dues	1,550	1,600	1,600
<b>School Administration Services</b>		<b>332,374</b>	<b>358,293</b>	<b>402,186</b>
<b>Difference From Previous Budget</b>				<b>43,893</b>
<b>Percentage Difference From Previous Budget</b>				<b>12.25%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110 Custodial Salaries	110,027	130,250	137,093
5200 Custodial - Health & Dental Insurance	12,348	29,945	46,376
5200 Custodial - Life & Disability	1,254	590	690
5200 Custodial - FICA/Medicare	8,579	9,964	10,488
5200 Custodial - State Retirement	9,334	18,313	19,275
5600 Custodial Supplies	9,041	5,362	5,362
5400 Water & Sewer	3,327	6,400	6,400
5400 Performance Contract Lease	26,926	26,963	26,963
5500 Telephone	2,111	2,700	2,700
5600 Natural Gas	20,184	32,000	32,000
5600 Electric	33,074	28,037	28,037
5400 Lawn Care	0	500	0
5400 Equipment Repairs	35,589	17,800	17,800
5600 Maintenance Materials	128	3,500	3,500
5400 Maintenance Contingency	1,120,988	0	0
5400 Special Projects	131,637	0	0
<b>Custodial &amp; Maintenance Services</b>	<b>1,524,546</b>	<b>312,324</b>	<b>336,684</b>
<b>Difference From Previous Budget</b>			<b>24,360</b>
<b>Percentage Difference From Previous Budget</b>			<b>7.80%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MAPLE WOOD ELEMENTARY SCHOOL**  
**2700 TRANSPORTATION SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
	5500 Field Trip/Cocurricular Transportation	0	640	700
	<i>Transportation Services</i>	0	640	700
	<i>Difference From Previous Budget</i>			60
	<i>Percentage Difference From Previous Budget</i>			0.00%

<i>Maple Wood Elementary School</i>	5,056,870	4,138,010	4,253,878
<i>Difference From Previous Budget</i>			115,868
<i>Percentage Difference From Previous Budget</i>			2.80%

Principal		1.0	1.0
Assistant Principal		1.0	1.0
Guidance		1.5	1.5
Teachers		28.3	25.3
Clerical		1.5	1.5
Paraprofessionals		13.5	13.5
Other		-	-
Custodians		3.0	3.0
Students	321	306	TBD

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**1100 REGULAR EDUCATION**

<b>ACCT</b>		<b>20-21</b>		<b>22-23</b>
<b>NUMBER</b>	<b>DESCRIPTION</b>	<b>ACTUAL</b>	<b>21-22 BUD</b>	<b>APPROVED</b>
5110	Teacher Salaries	1,155,113	1,123,000	1,138,158
5110	Paraprofessional Salaries	165,195	190,032	200,696
5110	Substitutes Salaries	26,471	48,900	48,900
5200	Health & Dental Insurance	374,860	384,156	403,909
5200	Life & Disability	4,508	4,448	4,453
5200	FICA/Medicare	97,303	104,188	106,163
5200	State Retirement	223,106	260,704	265,326
5400	Maintenance Agreement	8,048	9,522	9,522
5400	Equipment Repairs	0	0	0
5400	Copier/Lease Purchase	14,470	18,374	14,374
5600	General Supplies	20,596	14,885	20,324
5600	Print Media	3,414	2,500	2,500
5600	Software	6,387	6,650	6,150
5700	Computer Hardware	0	0	0
5700	Furniture	0	1,000	0
5700	Other Equipment	0	0	0
<b>Regular Education</b>		<b>2,099,470</b>	<b>2,168,359</b>	<b>2,220,476</b>
<b>Difference From Previous Budget</b>				<b>52,117</b>
<b>Percentage Difference From Previous Budget</b>				<b>2.40%</b>



**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**1200 SPECIAL EDUCATION**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110 SEE Teacher Salaries	49,172	52,149	47,255
5110 SEE Paraprofessional Salary	61,210	63,307	79,744
5110 SEE Paraprofessional Salary	0	0	0
5110 SPED Teacher Salaries	239,238	248,962	235,502
5110 SPED Paraprofessional Salaries	253,915	325,751	306,552
5200 SPED Health & Dental Insurance	226,464	291,125	274,012
5200 SPED Life & Disability	2,659	2,740	2,781
5200 SPED FICA/Medicare	42,262	52,798	51,331
5200 SPED State Retirement	84,739	115,190	114,027
5300 SPED Professional Services	27,057	63,595	40,962
5300 SEE Contracted Services	123	0	0
5500 SPED Tuition - Preschool	0	0	0
5500 SPED Tuition to LEA	0	0	0
5500 SPED Tuition	121,937	0	94,452
5600 SEE General Supplies	724	300	300
5600 SEE Technical General Supplies	1,352	1,000	1,000
5600 SPED Supplies	1,040	1,000	1,000
5600 SPED Technology Supplies	286	500	500
5600 SPED Print Media	164	400	400
5110 ESL - Salaries	61,430	65,291	69,328
5200 ESL - Health & Dental Insurance	24,438	24,829	26,484
5200 ESL - Life & Disability	228	183	188
5200 ESL - FICA/Medicare	4,224	4,995	5,304
5200 ESL - State Retirement	10,935	13,724	14,573
5300 ESL Tutor Contracted Services	0	584	584
5600 ESL Tutor Supplies	193	200	200
5300 Gifted & Talented - Services	0	0	0
5600 Gifted & Talented - Supplies	0	0	0
<b>Special Education</b>	<b>1,213,788</b>	<b>1,328,623</b>	<b>1,366,479</b>
<b>Difference From Previous Budget</b>			<b>37,856</b>
<b>Percentage Difference From Previous Budget</b>			<b>2.85%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2120 GUIDANCE SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110	Guidance Salaries	125,275	129,328	89,107
5200	Guidance - Health & Dental Insurance	20,227	20,820	12,414
5200	Guidance - Life & Disability	363	370	293
5200	Guidance - FICA/Medicare	9,448	9,894	6,817
5200	Guidance - State Retirement	22,299	27,185	18,730
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>177,611</b>	<b>187,597</b>	<b>127,361</b>
<b>Difference From Previous Budget</b>				<b>(60,236)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-32.11%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2130 HEALTH SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110 Nurse Salary	58,297	55,765	57,160
5200 Nurse - Health & Dental Insurance	9,920	10,196	10,988
5200 Nurse - Life & Disability	238	172	174
5200 Nurse - FICA/Medicare	4,340	4,266	4,373
5200 Nurse - State Retirement	10,377	11,722	12,015
5400 Nursing Maintenance Agreements	0	489	0
5600 Nursing Supplies	994	1,000	1,300
5600 Nursing Software	555	600	600
5700 Nursing Other Equipment	0	0	0
<b>Health Services</b>	<b>84,721</b>	<b>84,210</b>	<b>86,610</b>
<b>Difference From Previous Budget</b>			<b>2,400</b>
<b>Percentage Difference From Previous Budget</b>			<b>2.85%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2150 SPEECH & LANGUAGE SERVICES**

<b>ACCT NUMBER</b>	<b>DESCRIPTION</b>	<b>20-21 ACTUAL</b>	<b>21-22 BUD</b>	<b>22-23 APPROVED</b>
5110	SEE Speech Teacher Salary	0	0	0
5110	SEE Speech Teaching Assistant Salary	0	0	0
5110	Speech Teacher Salaries	89,003	91,672	94,422
5110	Speech Assistant Salaries	0	0	0
5200	Speech - Health & Dental Insurance	11,035	11,332	12,079
5200	Speech - Life & Disability	293	303	310
5200	Speech - FICA/Medicare	6,602	7,013	7,223
5200	Speech - State Retirement	15,843	19,270	19,848
5300	SEE Speech Professional Services	0	0	0
5600	SEE Speech General Supplies	0	200	200
5600	Speech Supplies	396	400	400
<b>Speech &amp; Language Services</b>		<b>123,171</b>	<b>130,190</b>	<b>134,481</b>
<b>Difference From Previous Budget</b>				<b>4,291</b>
<b>Percentage Difference From Previous Budget</b>				<b>3.30%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2160 PT/OT SERVICES**

<b>ACCT</b>		<b>20-21</b>	<b>22-23</b>
<b>NUMBER</b>	<b>DESCRIPTION</b>	<b>ACTUAL</b>	<b>21-22 BUD APPROVED</b>
5300	SEE PT & OT Professional Services	53,824	53,824
5600	SEE PT & OT Supplies	0	0
<b>PT/OT Services</b>		<b>53,824</b>	<b>53,824</b>
<b>Difference From Previous Budget</b>			<b>3,277</b>
<b>Percentage Difference From Previous Budget</b>			<b>6.09%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2210 TESTING SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5300 Testing Services	5,500	5,742	5,742
5600 Testing Supplies	0	0	0
<i>Testing Services</i>	<b>5,500</b>	<b>5,742</b>	<b>5,742</b>
<i>Difference From Previous Budget</i>			<b>0</b>
<i>Percentage Difference From Previous Budget</i>			<b>0.00%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2222 LIBRARY SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110 Librarian Salaries	36,309	37,273	38,265
5200 Librarian - Health & Dental Insurance	14,663	14,897	15,890
5200 Librarian - Life & Disability	125	0	0
5200 Librarian - FICA/Medicare	2,401	2,851	2,927
5200 Librarian - State Retirement	6,463	7,835	8,043
5400 Library Maintenance Agreement	543	580	580
5400 Library Equipment Repair	0	0	0
5600 Media Center Supplies	493	500	500
5600 Library Print Media	1,499	1,500	1,000
5600 Library Electronic Media	0	0	0
5600 Library Software	763	0	0
5700 Library Furniture	0	0	0
5700 Library Other Equipment	0	0	0
<b>Library Services</b>	<b>63,258</b>	<b>65,436</b>	<b>67,206</b>
<b>Difference From Previous Budget</b>			<b>1,770</b>
<b>Percentage Difference From Previous Budget</b>			<b>2.70%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2400 SCHOOL ADMINISTRATION SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110 Clerical Salaries	64,469	65,625	67,582
5110 Administrator Salaries	180,874	186,300	177,160
5110 Leadership Team Salaries	0	0	16,000
5200 Health & Dental Insurance	70,579	70,722	60,441
5200 Life & Disability	1,541	1,153	1,125
5200 FICA/Medicare	17,317	19,272	19,947
5200 State Retirement	39,397	48,387	50,104
5200 Professional Development	1,100	1,440	1,440
5400 Maintenance Agreement	435	435	435
5500 Postage	1,000	1,000	1,000
5600 General Supplies	1,071	850	850
5600 Subscriptions and Books	0	0	0
5700 Other Equipment	0	0	0
5800 Dues	1,355	1,440	1,440
<b>School Administration Services</b>	<b>379,137</b>	<b>396,624</b>	<b>397,525</b>
<b>Difference From Previous Budget</b>			<b>901</b>
<b>Percentage Difference From Previous Budget</b>			<b>0.23%</b>



**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT		20-21	22-23
NUMBER	DESCRIPTION	ACTUAL	21-22 BUD APPROVED
5110	Custodial Salaries	156,409	164,406
5200	Custodial - Health & Dental Insurance	58,452	56,080
5200	Custodial - Life & Disability	1,730	862
5200	Custodial - FICA/Medicare	10,892	12,577
5200	Custodial - State Retirement	14,280	19,158
5600	Custodial Supplies	9,741	8,362
5700	Custodial Equipment	1,424	500
5400	Water & Sewer	3,843	6,400
5500	Telephone	589	800
5600	Natural Gas	27,775	22,800
5600	Electric	71,144	64,705
5400	Lawn Care	100	979
5400	Equipment Repairs	44,104	21,265
5600	Maintenance Materials	2,263	8,000
5400	Maintenance Contingency	91	0
5400	Special Projects	96,387	0
<b>Custodial &amp; Maintenance Services</b>		<b>499,224</b>	<b>383,060</b>
<b>Difference From Previous Budget</b>			<b>385,915</b>
<b>Percentage Difference From Previous Budget</b>			<b>2,855</b>
			<b>0.75%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**IDLEHURST ELEMENTARY SCHOOL**  
**2700 TRANSPORTATION SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5500 Field Trip/Cocurricular Transportation	336	0	0
<i>Transportation Services</i>	<b>336</b>	<b>0</b>	<b>0</b>
<i>Difference From Previous Budget</i>			<b>0</b>
<i>Percentage Difference From Previous Budget</i>			<b>0.00%</b>

<i>Idlehurst Elementary School</i>	<b>4,700,041</b>	<b>4,803,665</b>	<b>4,848,896</b>
<i>Difference From Previous Budget</i>			<b>45,231</b>
<i>Percentage Difference From Previous Budget</i>			<b>0.94%</b>

Principal		1.0	1.0
Assistant Principal		1.0	1.0
Guidance		1.5	1.5
Teachers		30.2	30.2
Clerical		1.5	1.5
Paraprofessionals		24.0	24.0
Other (ESL Assistant,& Speech Assistant)		-	-
Custodians		3.5	3.5
Students	282	309	TBD

**GENERAL FUND FY 2022-2023 APPROVED BUDGET  
MIDDLE SCHOOL**

**1100 REGULAR EDUCATION**

<b>ACCT NUMBER DESCRIPTION</b>	<b>20-21 ACTUAL</b>	<b>21-22 BUD</b>	<b>22-23 APPROVED</b>
5110 Teacher Salaries	1,365,267	1,357,867	1,409,410
5110 Paraprofessional Salaries	3,075	0	0
5110 Substitutes Salaries	6,988	45,000	45,000
5200 Health & Dental Insurance	294,570	321,398	304,683
5200 Life & Disability	4,725	4,429	4,406
5200 FICA/Medicare	91,900	107,320	111,262
5200 State Retirement	244,605	285,424	296,258
5300 Contracted Services	0	0	0
5400 Maintenance Agreement	9,490	11,253	11,253
5400 Equipment Repairs	241	1,000	1,000
5400 Copier Lease/Purchase	21,369	21,001	21,001
5600 General Supplies	21,850	22,622	21,900
5600 Print Media	5,000	5,000	5,000
5600 Electronic Media	2,612	5,000	4,000
5600 Software	2,742	3,150	9,775
5700 Computer Hardware	0	0	0
5700 Furniture Replacement	0	0	0
5700 Other Equipment	2,297	4,783	2,500
<b>Regular Education</b>	<b>2,076,732</b>	<b>2,195,247</b>	<b>2,247,448</b>
<b>Difference From Previous Budget</b>			<b>52,201</b>
<b>Percentage Difference From Previous Budget</b>			<b>2.38%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**1200 SPECIAL EDUCATION**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110	SPED Teacher Salaries	178,281	188,580	197,070
5110	SPED Paraprofessional Salaries	314,573	351,891	335,463
5200	SPED Health & Dental Insurance	250,578	276,927	298,638
5200	SPED Life & Disability	2,144	2,525	2,464
5200	SPED FICA/Medicare	34,162	41,345	40,736
5200	SPED State Retirement	66,752	89,116	88,590
5300	SPED Contracted Services	15,709	46,848	46,215
5500	SPED Tuition	306,099	197,848	313,203
5534	SPED Postage	280	500	750
5600	SPED Supplies	197	2,850	2,850
5600	SPED Technology Supplies	0	0	0
5600	SPED Print Media	4	1,774	1,000
5600	SPED Software	175	2,384	2,000
5700	SPED Computer Hardware	0	0	0
5700	SPED Other Equipment	0	0	0
5110	ESL Teacher Salaries	53,545	55,151	56,805
5200	ESL - Health & Dental Insurance	18,333	18,625	19,830
5200	ESL - Life & Disability	172	171	174
5200	ESL - FICA/Medicare	3,816	4,219	4,346
5200	ESL - State Retirement	9,531	11,593	11,940
5600	ESL Supplies	0	169	169
5300	Gifted & Talented - Services	0	0	0
5600	Gifted & Talented - Supplies	0	0	0
<b>Special Education</b>		<b>1,254,352</b>	<b>1,292,516</b>	<b>1,422,243</b>
<b>Difference From Previous Budget</b>				<b>129,727</b>
<b>Percentage Difference From Previous Budget</b>				<b>10.04%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**1400 COCURRICULAR SERVICES & ATHLETICS**

<b>ACCT</b>		<b>20-21</b>		<b>22-23</b>
<b>NUMBER</b>	<b>DESCRIPTION</b>	<b>ACTUAL</b>	<b>21-22 BUD</b>	<b>APPROVED</b>
5110	Cocurricular Salaries	9,209	10,188	10,488
5200	Cocurricular - FICA/Medicare	705	779	802
5200	Cocurricular - State Retirement	1,639	1,813	1,867
5600	Cocurricular Supplies	0	0	0
5110	Athletic Salaries	16,613	19,062	19,512
5200	Athletic - FICA/Medicare	1,271	1,458	1,493
5200	Athletic - State Retirement	2,143	3,393	3,473
5300	Athletic Officials	340	3,700	3,700
5400	Athletic Equipment Repair	627	631	630
5600	Athletic Supplies	0	1,430	1,430
5700	Athletic New Equipment	793	1,070	1,070
5800	Athletic Dues	0	0	0
<b>Cocurricular Services &amp; Athletics</b>		<b>33,338</b>	<b>43,524</b>	<b>44,465</b>
<b>Difference From Previous Budget</b>				<b>941</b>
<b>Percentage Difference From Previous Budget</b>				<b>2.16%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2120 GUIDANCE SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110	Guidance Salaries	189,632	197,585	193,987
5100	Guidance Clerical Salaries	0	0	0
5200	Guidance Health & Dental Insurance	58,796	59,854	63,955
5200	Guidance Life & Disability	653	728	715
5200	Guidance FICA/Medicare	13,577	15,115	14,840
5200	Guidance State Retirement	33,754	41,532	40,776
530	Guidance Contracted Services	0	1,500	1,500
5500	Guidance Postage	313	500	500
5600	Guidance Supplies	422	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	387	537	537
<b>Guidance Services</b>		<b>297,535</b>	<b>318,051</b>	<b>317,509</b>
<b>Difference From Previous Budget</b>				<b>(542)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-0.17%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2130 HEALTH SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110	Nurse Salary	52,576	48,959	50,354
5200	Nurse - Health & Dental Insurance	10,348	10,624	11,380
5200	Nurse - Life & Disability	161	178	179
5200	Nurse - FICA/Medicare	3,911	3,745	3,852
5200	Nurse - State Retirement	9,358	10,291	10,584
5400	Nursing Maintenance Agreements	0	385	0
5600	Nursing Supplies	1,436	1,000	1,000
5600	Nursing Software	574	1,000	1,000
5700	Nursing Other Equipment	0	0	0
<b>Health Services</b>		<b>78,364</b>	<b>76,182</b>	<b>78,349</b>
<b>Difference From Previous Budget</b>				<b>2,167</b>
<b>Percentage Difference From Previous Budget</b>				<b>2.84%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2150 SPEECH & LANGUAGE SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110	Speech Teacher Salaries	63,393	64,999	66,653
5110	Speech Assistant Salaries	33,831	35,370	36,425
5200	Speech - Health & Dental Insurance	42,398	43,284	46,214
5200	Speech - Life & Disability	581	283	284
5200	Speech - FICA/Medicare	6,450	7,678	7,885
5200	Speech - State Retirement	15,063	18,636	19,132
5600	Speech Supplies	0	0	0
<b>Speech &amp; Language Services</b>		<b>161,715</b>	<b>170,250</b>	<b>176,593</b>
<b>Difference From Previous Budget</b>				<b>6,343</b>
<b>Percentage Difference From Previous Budget</b>				<b>3.73%</b>



**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2210 TESTING SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5300	Testing Services	4,500	9,726	6,160
5600	Testing Supplies	0	0	0
<b>Testing Services</b>		<b>4,500</b>	<b>9,726</b>	<b>6,160</b>
<b>Difference From Previous Budget</b>				<b>(3,566)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-36.66%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2222 LIBRARY SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110	Librarian Salaries	47,663	49,093	50,566
5200	Librarian - Health & Dental Insurance	24,438	24,829	26,483
5200	Librarian - Life & Disability	161	162	165
5200	Librarian - FICA/Medicare	3,069	3,756	3,868
5200	Librarian - State Retirement	8,484	10,319	10,629
5400	Library Maintenance Agreement	0	450	0
5400	Library Equipment Repair	0	334	334
5600	Library Supplies	258	280	730
5600	Library Print Media	1,342	1,450	2,553
5600	Library Electronic Media	50	775	275
5600	Library Software	763	1,103	500
5700	Library Furniture	257	0	0
<b>Library Services</b>		<b>86,484</b>	<b>92,551</b>	<b>96,104</b>
<b>Difference From Previous Budget</b>				<b>3,553</b>
<b>Percentage Difference From Previous Budget</b>				<b>3.84%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2400 SCHOOL ADMINISTRATION SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110	Clerical Salaries	73,586	77,161	84,597
5110	Administrator Salaries	183,760	189,273	183,340
5200	Department Head Stipends	9,500	15,000	16,000
5200	Health & Dental Insurance	50,354	55,005	83,572
5200	Life & Disability	1,946	1,718	1,701
5200	FICA/Medicare	19,750	21,530	21,721
5200	State Retirement	42,487	53,304	53,796
5200	Professional Development	0	0	0
5400	Equipment Repairs	0	102	0
5500	Postage	1,457	1,847	1,800
5600	General Supplies	14,340	7,486	9,500
5600	Subscriptions and Books	170	170	100
5600	Software	0	0	350
5700	Computer Hardware	0	0	0
5800	Dues	1,218	1,910	1,800
<b>School Administration Services</b>		<b>398,568</b>	<b>424,506</b>	<b>458,277</b>
<b>Difference From Previous Budget</b>				<b>33,771</b>
<b>Percentage Difference From Previous Budget</b>				<b>7.96%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110	Custodial Salaries	133,906	151,923	151,622
5200	Custodial - Health & Dental Insurance	41,168	46,695	41,026
5200	Custodial - Life & Disability	1,330	735	734
5200	Custodial - FICA/Medicare	9,664	11,622	11,599
5200	Custodial - State Retirement	13,248	18,313	21,318
5600	Custodial Supplies	7,263	11,362	11,362
5700	Custodial Equipment	3,613	500	500
5400	Water & Sewer	7,801	6,000	6,000
5500	Telephone	2,376	2,600	2,600
5600	Natural Gas	0	500	500
5600	Electric	41,969	70,999	70,999
5400	Lawn Care	0	1,000	0
5400	Equipment Repairs	26,391	45,800	45,800
5600	Maintenance Materials	1,056	12,000	12,000
5400	Maintenance Contingency	0	0	0
5400	Special CIP Projects	109,718	600,000	0
<b>Custodial &amp; Maintenance Services</b>		<b>399,501</b>	<b>980,049</b>	<b>376,060</b>
<b>Difference From Previous Budget</b>				<b>(603,989)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-61.63%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**MIDDLE SCHOOL**  
**2700 TRANSPORTATION SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5500 Athletic Transportation	116	4,500	4,500
5500 SPED Transportation	0	0	0
5500 Field Trip/Cocurricular Transportation	0	0	0
<b>Transportation Services</b>	<b>116</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>4,791,205</b>	<b>5,607,102</b>	<b>5,227,708</b>
<b>Difference From Previous Budget</b>			<b>(379,394)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-6.77%</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	334	344
		TBD

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**HIGH SCHOOL**  
**1100 REGULAR EDUCATION**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110 Teacher Salaries	1,324,325	1,354,167	1,336,946
5110 Substitutes Salaries	18,874	45,100	45,100
5200 Health & Dental Insurance	317,121	327,630	307,314
5200 Life & Disability	3,975	8,111	8,104
5200 FICA/Medicare	97,142	107,044	105,727
5200 State Retirement	228,467	273,849	276,489
5300 Contracted Services	0	0	0
5400 Maintenance Agreement	10,145	9,089	9,089
5400 Equipment Repairs-Music	1,741	1,750	1,750
5400 Equipment Repairs-Math	1,500	1,400	1,400
5400 Copier Lease/Purchase	25,949	27,045	27,045
5500 Other Tuition	17,641	0	0
5600 Teaching Supplies	17,608	18,208	18,360
5600 Print Media	11,443	14,202	14,895
5600 Textbook Replacement	0	0	0
5600 Software	18,305	19,950	13,495
5700 Computer Hardware	0	0	0
5700 Furniture Replacement	0	0	0
5700 Other Equipment-Music	0	1,000	1,000
5700 Science-Equipment	229	1,800	1,000
5700 Wellness-Equipment	890	800	2,000
5700 Art-Equipment	0	675	200
5800 Dues and Memberships	665	735	895
<b>Regular Education</b>	<b>2,096,023</b>	<b>2,212,555</b>	<b>2,170,809</b>
<b>Difference From Previous Budget</b>			<b>(41,746)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-1.89%</b>



**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**HIGH SCHOOL**  
**1200 SPECIAL EDUCATION**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110 SPED Teacher Salaries	229,906	242,630	259,692
5110 SPED Paraprofessional Salaries	369,535	424,695	402,385
5200 SPED Health & Dental Insurance	208,170	231,294.00	252,821
5200 SPED Life & Disability	2,466	2,809	2,627
5200 SPED FICA/Medicare	44,400	51,051	50,646
5200 SPED State Retirement	92,417	110,713	108,931
5300 SPED Contracted Services	76,867	76,687	90,568
5400 SPED Maintenance Agreement	0	0	0
5500 SPED Postage	509	100	500
5500 SPED Tuition	752,314	733,839	683,372
5600 SPED Supplies	1,838	1,400	1,150
5600 SPED Technology Supplies	0	0	0
5600 SPED Print Media	404	850	850
5700 SPED Computer Hardware	0	0	0
5700 SPED Other Equipment	0	0	0
5110 Partnership Teacher Salaries	50,644	51,999	53,394
5110 Partnership Paraprofessional Salaries	62,181	74,747	75,904
5700 Partnership Summer Program Salary	44,110	75,500	75,500
5200 Partnership Health & Dental Insurance	60,259	64,176	76,942
5200 Partnership Life & Disability	413	567	557
5200 Partnership FICA/Medicare	10,853	15,472	15,666
5200 Partnership State Retirement	21,966	34,878	35,334
5300 Partnership SPED Consultants	0	0	0
5500 Partnership Travel	0	300	300
5600 Partnership Supplies	730	1,500	1,150
5600 Partnership Print Media	422	850	850
5700 Partnership Other Equipment	2,661	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>2,033,066</b>	<b>2,196,557</b>	<b>2,189,640</b>
<b>Difference From Previous Budget</b>			<b>(6,917)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-0.31%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**HIGH SCHOOL**  
**1400 COCURRICULAR SERVICES & ATHLETICS**

<b>ACCT</b>	<b>20-21</b>	<b>22-23</b>
<b>NUMBER DESCRIPTION</b>	<b>ACTUAL</b>	<b>21-22 BUD APPROVED</b>
5110 Cocurricular Salaries	23,434	27,634
5200 Cocurricular - FICA/Medicare	1,793	2,115
5200 Cocurricular - State Retirement	3,229	5,809
5600 Cocurricular Supplies	780	3,000
5110 Athletic Salaries	94,421	102,727
5200 Athletic - Health & Dental Insurance	8,176	7,859
5200 Athletic - FICA/Medicare	8,117	21,593
5300 Athletic Officials/Staffing	5,118	11,200
5400 Athletic Equipment Repairs	0	5,000
5600 Athletic Supplies	0	0
5700 Athletic New Equipment	0	0
5700 Athletic Other Equipment	10,501	3,000
5800 Athletic Dues	4,245	4,750
<b>Cocurricular Services &amp; Athletics</b>	<b>159,813</b>	<b>184,562</b>
<b>Difference From Previous Budget</b>		<b>10,124</b>
<b>Percentage Difference From Previous Budget</b>		<b>5.49%</b>



**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2120 GUIDANCE SERVICES**

<b>ACCT</b>	<b>20-21</b>	<b>22-23</b>
<b>NUMBER DESCRIPTION</b>	<b>ACTUAL</b>	<b>21-22 BUD APPROVED</b>
5110 Guidance Salaries	103,389	108,212 113,233
5110 Guidance Clerical Salaries	40,406	43,133 44,419
5200 Guidance Health & Dental Insurance	58,240	59,604 63,814
5200 Guidance Life & Disability	566	600 617
5200 Guidance FICA/Medicare	9,965	11,578 12,060
5200 Guidance State Retirement	22,917	28,810 30,047
5300 Guidance Contracted Services	400	800 800
5500 Guidance Postage	1,000	1,000 1,000
5600 Guidance General Supplies	347	250 500
5600 Guidance Subscriptions and Books	0	400 400
5600 Guidance Electronic Media	0	400 600
5600 Guidance Software	33	300 300
5800 Guidance Dues	358	3,250 5,750
<b>Guidance Services</b>	<b>237,621</b>	<b>258,337 273,540</b>
<b>Difference From Previous Budget</b>		<b>15,203</b>
<b>Percentage Difference From Previous Budget</b>		<b>5.89%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET  
HIGH SCHOOL**

**2130 HEALTH SERVICES**

<b>ACCT NUMBER DESCRIPTION</b>	<b>20-21 ACTUAL</b>	<b>21-22 BUD</b>	<b>22-23 APPROVED</b>
5110 Nurse Salary	52,397	49,403	50,728
5200 Nurse - Health & Dental Insurance	24,438	24,829	26,484
5200 Nurse - Life & Disability	161	164	165
5200 Nurse - FICA/Medicare	3,322	3,779	3,881
5200 Nurse - State Retirement	9,327	10,384	10,663
5400 Nurse-Equipment Repair	192	350	350
5600 Nursing Supplies	798	800	2,000
5600 Nursing Software	555	700	800
5800 Nursing Dues	0	0	45
<b>Health Services</b>	<b>91,189</b>	<b>90,409</b>	<b>95,116</b>
<b>Difference From Previous Budget</b>			<b>4,707</b>
<b>Percentage Difference From Previous Budget</b>			<b>5.21%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2150 SPEECH & LANGUAGE SERVICES**

ACCT		20-21		22-23
NUMBER	DESCRIPTION	ACTUAL	21-22 BUD	APPROVED
5600	Speech Supplies	198	100	100
<i>Speech &amp; Language Services</i>		<b>198</b>	<b>100</b>	<b>100</b>
<i>Difference From Previous Budget</i>				<b>0</b>
<i>Percentage Difference From Previous Budget</i>				<b>0.00%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2160 PT/OT SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5300 PT/OT-Professional Services	0	0	0
<i>PT/OT Services</i>	0	0	0
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2210 TESTING SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110 GED Options Salaries	0	0	0
5200 GED Options Life & Disability	0	0	0
5200 GED Options FICA/Medicare	861	0	0
5200 GED Options State Retirement	2,003	0	0
5300 Dover Adult Education	19,739	21,000	21,000
5300 Credit Recovery	0	8,000	8,000
5300 Remediation	0	5,000	5,000
5600 Testing Supplies	0	0	0
5600 GED Supplies	0	0	0
<b>Testing Services</b>	<b>22,602</b>	<b>34,000</b>	<b>34,000</b>
<b>Difference From Previous Budget</b>			<b>0</b>
<b>Percentage Difference From Previous Budget</b>			<b>0.00%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET  
HIGH SCHOOL**

**2222 LIBRARY SERVICES**

<b>ACCT NUMBER DESCRIPTION</b>	<b>20-21 ACTUAL</b>	<b>21-22 BUD</b>	<b>22-23 APPROVED</b>
5110 Librarian Salary	44,542	47,512	50,621
5110 Library Aide Salary	24,769	25,763	26,539
5200 Librarian - Health & Dental Insurance	36,290	34,775	37,331
5200 Librarian - Life & Disability	269	317	327
5200 Librarian - FICA/Medicare	4,656	5,606	5,903
5200 Librarian - State Retirement	10,695	13,609	14,372
5400 Library Maintenance Agreement	399	500	400
5400 Library Equipment Repair	100	653	833
5600 Library Supplies	688	1,200	1,200
5600 Library Print Media	3,941	4,200	3,880
5600 Library Electronic Media	4,220	7,000	8,600
5600 Library Software	897	2,000	0
5700 Library Computer Hardware	0	0	0
5700 Library Equipment	1,970	3,000	3,000
5800 Library Dues	0	0	320
<b>Library Services</b>	<b>133,436</b>	<b>146,135</b>	<b>153,326</b>
<b>Difference From Previous Budget</b>			<b>7,191</b>
<b>Percentage Difference From Previous Budget</b>			<b>4.92%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2400 SCHOOL ADMINISTRATION SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110 Clerical Salaries	78,228	85,156	90,363
5110 Administrator Salaries	185,970	191,549	198,694
5110 Leadership Team Salaries	27,000	33,000	22,000
5200 Health & Dental Insurance	67,954	69,858	50,009
5200 Life & Disability	1,516	1,759	1,804
5200 FICA/Medicare	20,727	23,692	23,796
5200 State Retirement	46,113	58,111	59,095
5300 Contracted Services-Graduation Expenses	8,218	12,500	12,500
5300 School Admin Meeting Expenses	1,608	3,000	3,000
5400 Maintenance Agreement	0	0	0
5400 Equipment Repairs	0	0	0
5400 Copier Lease Purchase	0	0	0
5500 Postage	919	1,000	1,000
5600 General Supplies	2,580	3,000	3,000
5600 Subscriptions and Books	0	0	0
5600 Software	0	0	0
5700 Other Equipment	51	500	500
5800 Dues	5,290	5,300	5,300
<b>School Administration Services</b>	<b>446,173</b>	<b>488,425</b>	<b>471,061</b>
<b>Difference From Previous Budget</b>			<b>(17,364)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-3.56%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110 Custodial Salaries	126,382	130,250	128,773
5200 Custodial - Health & Dental Insurance	42,668	44,444	46,826
5200 Custodial - Life & Disability	1,160	675	646
5200 Custodial - FICA/Medicare	9,162	9,964	9,851
5200 Custodial - State Retirement	14,183	18,313	18,105
5600 Custodial Supplies	21,289	17,362	17,362
5700 Custodial Equipment	299	500	500
5400 Water & Sewer	8,220	9,500	9,500
5500 Telephone	9,821	5,000	5,000
5600 Natural Gas	62,719	56,569	56,569
5600 Electric	83,792	70,681	70,681
5400 Lawn Care	3,884	2,000	0
5400 Equipment Repairs	74,665	38,924	38,924
5600 Maintenance Materials	2,450	6,000	6,000
5400 Maintenance Contingency	0	0	0
5400 Special CIP Projects	376,968	0	0
<b>Custodial &amp; Maintenance Services</b>	<b>837,660</b>	<b>410,182</b>	<b>408,737</b>
<b>Difference From Previous Budget</b>			<b>(1,445)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-0.35%</b>



**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**HIGH SCHOOL**  
**2700 TRANSPORTATION SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5500 Athletic Transportation	10,423	40,300	44,500
5500 Field Trip/Cocurricular Transportation	0	0	0
<b>Transportation Services</b>	<b>10,423</b>	<b>40,300</b>	<b>44,500</b>
<b>Difference From Previous Budget</b>			<b>4,200</b>
<b>Percentage Difference From Previous Budget</b>			<b>10.42%</b>

<b>High School</b>	<b>6,068,206</b>	<b>6,061,562</b>	<b>6,035,515</b>
<b>Difference From Previous Budget</b>			<b>(26,047)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-0.43%</b>

Principal		1.0	1.0
Assistant Principal		1.0	1.0
Guidance		2.0	2.0
Teachers		32.1	31.6
Clerical		3.0	3.0
Paraprofessionals		20.0	20.0
Other		2.0	2.0
Custodians		3.0	3.0
Students	411	388	TBD

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**CAREER TECHNICAL CENTER**  
**1300 CAREER TECHNICAL CENTER**

<b>ACCT</b>		<b>20-21</b>	<b>21-22 BUD</b>	<b>22-23</b>
<b>NUMBER</b>	<b>DESCRIPTION</b>	<b>ACTUAL</b>		<b>APPROVED</b>
5110	Teacher Salaries	444,016	465,375	485,682
5110	Culinary Aide Salary	19,275	20,049	20,652
5200	Health & Dental Insurance	133,282	136,622	154,247
5200	Life & Disability	1,922	1,516	1,550
5200	FICA/Medicare	32,649	37,135	36,292
5200	State Retirement	72,091	88,292	99,109
5300	Contracted Services	0	0	0
5400	Maintenance Agreement	1,599	3,895	3,895
5400	Equipment Repairs	4,066	4,490	4,490
5400	Copier Lease/Purchase	5,289	5,328	5,328
5500	Career Technical Center Tuition	22,694	20,000	20,000
5600	General Supplies	26,007	24,800	24,050
5600	Culinary Supplies	6,041	6,000	6,750
5600	Technology Supplies	5,244	5,250	5,250
5600	Print Media	3,736	4,000	4,000
5600	Software	1,580	1,580	1,580
5700	Computer Hardware	55	2,181	2,181
5700	Furniture	0	0	0
2700	New/Replacement Equipment	6,133	12,000	12,000
<b>Career Technical Center</b>		<b>785,678</b>	<b>838,513</b>	<b>887,056</b>
<b>Difference From Previous Budget</b>				<b>48,543</b>
<b>Percentage Difference From Previous Budget</b>				<b>5.79%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**CAREER TECHNICAL CENTER**  
**2400 SCHOOL ADMINISTRATION SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110	Clerical Salary	40,406	42,948	44,419
5110	Director Salary	91,576	94,323	97,153
5200	Health & Dental Insurance	21,050	27,269	28,928
5200	Life & Disability	599	973	1,088
5200	FICA/Medicare	9,733	10,502	10,830
5200	State Retirement	20,814	25,865	26,667
5400	Equipment Repairs	63	100	100
5500	Postage	247	300	300
5500	Travel	75	420	420
5600	General Supplies	1,913	1,000	1,000
5600	Subscriptions and Books	0	200	200
5700	Computer Hardware	0	0	0
5800	Dues	820	1,179	1,179
<b>School Administration Services</b>		<b>187,296</b>	<b>205,079</b>	<b>212,285</b>
<b>Difference From Previous Budget</b>				<b>7,206</b>
<b>Percentage Difference From Previous Budget</b>				<b>3.51%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**CAREER TECHNICAL CENTER**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110	Custodial Salaries	87,872	90,826	97,107
5200	Custodial - Health & Dental Insurance	18,960	19,675	20,627
5200	Custodial - Life & Disability	647	549	570
5200	Custodial - FICA/Medicare	6,597	6,948	7,429
5200	Custodial - State Retirement	5,154	6,124	6,425
5600	Custodial Supplies	883	9,362	9,362
5400	Water & Sewer	1,333	2,000	2,000
5500	Telephone	1,032	1,800	1,800
5600	Natural Gas	14,355	15,000	15,000
2600	Electric	41,969	58,681	58,681
5400	Lawn Care	0	500	0
5400	Equipment Repairs	25,668	24,339	24,339
5600	Maintenance Materials	275	8,000	8,000
5400	Maintenance Contingency	0	0	0
5400	Maintenance Special Projects	20,955	0	0
<b>Custodial &amp; Maintenance Services</b>		<b>225,700</b>	<b>243,804</b>	<b>251,340</b>
<b>Difference From Previous Budget</b>				<b>7,536</b>
<b>Percentage Difference From Previous Budget</b>				<b>3.09%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**CAREER TECHNICAL CENTER**  
**2700 TRANSPORTATION SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5500	Career Technical Center Vehicle Maintenance	0	0	0
5500	Career Technical Center Transportation Contracted	25,249	44,396	88,526
5500	Career Technical Center Field Trip Transportation	0	0	2,000
<b>Transportation Services</b>		<b>25,249</b>	<b>44,396</b>	<b>90,526</b>
<b>Difference From Previous Budget</b>				<b>46,130</b>
<b>Percentage Difference From Previous Budget</b>				<b>103.91%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**CAREER TECHNICAL CENTER**

<b><i>Career Technical Center</i></b>	<b>1,223,923</b>	<b>1,331,791</b>	<b>1,441,207</b>
<b><i>Difference From Previous Budget</i></b>			<b>109,416</b>
<b><i>Percentage Difference From Previous Budget</i></b>			<b>8.22%</b>

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 2022-2023 APPROVED BUDGET**

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**DISTRICT - WIDE**

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**1100 REGULAR EDUCATION**

ACCT NUMBER DESCRIPTION	20-21	22-23	
	ACTUAL	21-22 BUD	APPROVED
5110 Teacher & Paraprofessional Incentive Salary	11,060	15,000	15,000
5110 Teachers Negotiations Salary Contingency	0	0	0
5110 Paraprofessional Negotiations Salary Contingency	0	0	0
5110 Substitute Coordinator Salary	1,200	3,000	3,000
5110 Summer School/After School Salaries	3,000	17,500	17,500
5200 FICA/Medicare	6,623	8,836	8,837
5200 State Retirement	534	6,832	6,832
5300 District Wide Contracted Services	0	0	0
5500 Internet Access District Wide	48,255	50,000	50,000
5600 Summer School/After School Supplies	1,440	1,500	1,500
<b>Regular Education</b>	<b>72,112</b>	<b>102,668</b>	<b>102,669</b>
<b>Difference From Previous Budget</b>			<b>1</b>
<b>Percentage Difference From Previous Budget</b>			<b>0.00%</b>

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**GENERAL FUND FY 2022-2023 APPROVED BUDGET**

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**DISTRICT - WIDE**

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**1200 SPECIAL EDUCATION**

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<b>ACCT NUMBER DESCRIPTION</b>	<b>20-21</b>		<b>22-23</b>
	<b>ACTUAL</b>	<b>21-22 BUD</b>	<b>APPROVED</b>
5110 SPED Liaison Salary	42,436	43,709	45,020
5200 SPED Liaison Health & Dental Insurance	11,959	9,228	9,924
5200 SPED Liaison Life & Disability	388	387	387
5200 SPED Liaison FICA & Medicare	3,264	3,344	3,444
5200 SPED Liaison State Retirement	4,779	6,145	6,330
5300 SPED Consultants District Wide	70,723	65,491	69,479
5300 SPED Professional Services District Wide	0	0	0
5500 SPED Summer Staff/Program/Tuition	225	0	0
5600 SPED Supplies	545	0	0
<b>Special Education</b>	<b>134,320</b>	<b>128,304</b>	<b>134,584</b>
<b>Difference From Previous Budget</b>			<b>6,280</b>
<b>Percentage Difference From Previous Budget</b>			<b>4.89%</b>

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**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**DISTRICT - WIDE**

**1400 SYC AFTER SCHOOL PROGRAM**

<b>ACCT NUMBER DESCRIPTION</b>	<b>20-21 ACTUAL</b>	<b>21-22 BUD</b>	<b>22-23 APPROVED</b>
5110 SYC Salaries	0	0	194,063
5200 SYC Health & Dental Insurance	0	0	11,052
5200 SYC Life & Disability	0	0	212
5200 SYC FICA & Medicare	0	0	14,846
5200 SYC State Retirement	0	0	31,972
5200 SYC Professional Development	0	0	2,500
5300 SYC Contracted Services	0	0	21,087
5500 SYC Transportation	0	0	2,500
5600 SYC Supplies	0	0	10,000
5600 SYC Software	0	0	1,350
<b><i>SYC After School Program</i></b>	<b>0</b>	<b>0</b>	<b>289,582</b>
<b><i>Difference From Previous Budget</i></b>			<b>289,582</b>
<b><i>Percentage Difference From Previous Budget</i></b>			<b>0.00%</b>

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**GENERAL FUND FY 2022-2023 APPROVED BUDGET****DISTRICT - WIDE**

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**2100 PROFESSIONAL SERVICES**

<b>ACCT NUMBER DESCRIPTION</b>	<b>20-21</b>		<b>22-23</b>
	<b>ACTUAL</b>	<b>21-22 BUD</b>	<b>APPROVED</b>
5110 Truant Officer Salary	36,349	37,801	38,938
5200 Truant Officer Health & Dental Insurance	17,210	18,455	19,731
5200 Truant Officer Life & Disability	166	102	104
5200 Truant Officer FICA/Medicare	2,480	2,892	2,979
5200 Truant Officer State Retirement	4,060	5,315	5,475
5300 School Resource Officer Services	72,697	77,509	82,375
<b>Professional Services</b>	<b>132,963</b>	<b>142,074</b>	<b>149,600</b>
<b>Difference From Previous Budget</b>			<b>7,526</b>
<b>Percentage Difference From Previous Budget</b>			<b>5.30%</b>

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**GENERAL FUND FY 2022-2023 APPROVED BUDGET**

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**DISTRICT - WIDE**

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**2150 SPEECH & LANGUAGE SERVICES**

ACCT		20-21	22-23	
NUMBER	DESCRIPTION	ACTUAL	21-22 BUD	APPROVED
5300	SPED Speech Consultant District Wide	0	0	0
<i>Speech &amp; Language Services</i>		0	0	0
<i>Difference From Previous Budget</i>				0
<i>Percentage Difference From Previous Budget</i>				0.00%

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**DISTRICT - WIDE**

**2160 PT/OT SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5300 SPED PT/OT/Autism Consultant District Wide	240,937	188,384	199,853
<i>PT/OT Services</i>	<b>240,937</b>	<b>188,384</b>	<b>199,853</b>
<i>Difference From Previous Budget</i>			<b>11,469</b>
<i>Percentage Difference From Previous Budget</i>			<b>6.09%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**DISTRICT - WIDE**  
**2190 OTHER SUPPORT SERVICES - STUDENT**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5800	Strafford Learning Center Membership Dues	9,988	9,988	9,988
<i>Other Support Services - Student</i>		9,988	9,988	9,988
<i>Difference From Previous Budget</i>				0
<i>Percentage Difference From Previous Budget</i>				0.00%

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**DISTRICT - WIDE**  
**2200 ADMINISTRATION PROFESSIONAL DEVELOPMENT**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5200 Admin Staff Development Contracted Services	22,465	18,000	18,000
<i>Administration Professional Development</i>	22,465	18,000	18,000
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**DISTRICT - WIDE**  
**2300 GENERAL ADMINISTRATION SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5500 School Board Advertising	0	3,300	3,300
5600 School Board General Supplies	2,862	3,500	11,000
5800 School Board Dues	5,565	5,500	5,500
5110 School Board Secretary Salaries Services	1,469	3,600	3,600
5200 School Board Secretary FICA/Medicare	103	275	275
5200 School Board Secretary State Retirement	81	410	410
5300 Audit Fees	7,434	8,000	8,000
5300 SPED Legal Fees	3,326	7,000	7,000
5300 Legal Fees	14,886	30,000	30,000
<b>General Administration Services</b>	<b>35,724</b>	<b>61,585</b>	<b>69,085</b>
<b>Difference From Previous Budget</b>			<b>7,500</b>
<b>Percentage Difference From Previous Budget</b>			<b>12.18%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**DISTRICT - WIDE**

**2400 SCHOOL ADMINISTRATION SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5100 Grants Manager Salaries	0	0	15,200
5200 Grants Manager Health & Dental Insurance	0	0	6,029
5200 Grants Manager Life & Disability	0	0	106
5200 Grants Manager FICA/Medicare	0	0	1,163
5200 Grants Manager State Retirement	0	0	5,360
5300 Contracted Services	0	0	0
5500 Clerical Staff Development	3,999	10,000	10,000
<b>School Administration Services</b>	<b>3,999</b>	<b>10,000</b>	<b>37,858</b>
<b>Difference From Previous Budget</b>			<b>27,858</b>
<b>Percentage Difference From Previous Budget</b>			<b>278.58%</b>



**GENERAL FUND FY 2022-2023 APPROVED BUDGET****DISTRICT - WIDE****2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER DESCRIPTION	20-21	22-23	
	ACTUAL	21-22 BUD	APPROVED
5110 Custodial & Maintenance Supervisor Salary	84,872	87,418	90,125
5110 District Wide Maintenance Salary	45,615	45,219	46,946
5110 Custodial Substitutes Salaries	20,412	20,000	20,000
5110 Custodial Overtime Salaries	9,368	30,000	30,000
5200 Custodial & Maintenance Health & Dental Insurance	38,553	34,629	13,179
5200 Custodial & Maintenance Life & Disability	1,190	660	675
5200 Custodial & Maintenance FICA/Medicare	11,439	11,676	12,016
5200 Custodial & Maintenance State Retirement	14,729	18,649	19,272
5500 Property Insurance	110,952	113,839	126,247
5400 District Wide Maintenance and Contracts	101,985	139,711	139,711
5400 Trash Removal	36,662	50,000	50,000
5100 Grounds Maintenance Salary	0	0	44,866
5200 Grounds Maintenance Health & Dental	0	0	18,902
5200 Grounds Maintenance Life & Disability	0	0	217
5200 Grounds Maintenance FICA/Medicare	0	0	3,432
5200 Grounds Maintenance State Retirement	0	0	6,308
5400 Lawn Care	0	0	0
5400 Performance Lease	0	133,565	133,565
5400 Grounds Equipment	12,021	4,000	4,729
5700 Care/Upkeep Equipment	7,267	0	0
5600 Maintenance Supplies and Uniforms	612	0	0
5300 Maintenance Contracted Services	0	0	0
5400 Maintenance Contingency	214,452	0	0
5400 Vehicle Maintenance	972	1,000	1,000
<b>Custodial &amp; Maintenance Services</b>	<b>711,101</b>	<b>690,366</b>	<b>761,189</b>
<b>Difference From Previous Budget</b>			<b>70,823</b>
<b>Percentage Difference From Previous Budget</b>			<b>10.26%</b>

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**GENERAL FUND FY 2022-2023 APPROVED BUDGET****DISTRICT - WIDE**

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**2700 TRANSPORTATION SERVICES**

<b>ACCT NUMBER DESCRIPTION</b>	<b>20-21</b>		<b>22-23</b>
	<b>ACTUAL</b>	<b>21-22 BUD</b>	<b>APPROVED</b>
5500 Regular Transportation	427,017	461,963	475,678
5500 Gas for District Vehicles	1,173	4,120	4,120
5500 SPED Transportation	559,035	615,329	749,967
<hr/>			
<i>Transportation Services</i>	<b>987,226</b>	<b>1,081,412</b>	<b>1,229,765</b>
<i>Difference From Previous Budget</i>			<b>148,353</b>
<i>Percentage Difference From Previous Budget</i>			<b>13.72%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**DISTRICT - WIDE**

**2900 OTHER SUPPORT SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5300 Contracted Technical Support	210,031	159,050	159,050
5600 Technology Supplies	0	2,000	2,000
5600 Technology Software	82,130	87,350	97,340
5700 Technology Computer Hardware	157,144	45,751	35,761
5110 Sick Day BB & Early Retirement	106,029	81,817	24,825
5200 Retiree Health Insurance	124,891	119,902	81,708
5200 Retiree FICA/Medicare	8,647	6,259	1,899
5200 Retiree State Retirement	12,822	15,844	4,846
5200 Course Reimbursement	69,374	70,000	70,000
5200 Workshop Reimbursement	2,544	20,000	20,000
5200 Unemployment Compensation Expense	0	14,000	14,000
5200 Workers' Compensation Insurance	85,434	85,490	92,671
5300 Medicaid Fees	707	0	0
<b>Other Support Services</b>	<b>859,753</b>	<b>707,463</b>	<b>604,099</b>
<b>Difference From Previous Budget</b>			<b>(103,364)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-14.61%</b>

**2990 OTHER CONTINGENCY**

NUMBER DESCRIPTION	ACTUAL	21-22 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 2022-2023 APPROVED BUDGET****DISTRICT - WIDE**

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**5100 DEBT SERVICES**

ACCT NUMBER	DESCRIPTION	20-21	22-23	
		ACTUAL	21-22 BUD	APPROVED
5100	Bond - Interest	637,831	669,019	690,839
5100	Bond - Principal	1,186,622	1,206,393	1,146,701
<i>Debt Services</i>		<b>1,824,453</b>	<b>1,875,412</b>	<b>1,837,541</b>
<i>Difference From Previous Budget</i>				<b>(37,871)</b>
<i>Percentage Difference From Previous Budget</i>				<b>-2.02%</b>

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**GENERAL FUND FY 2022-2023 APPROVED BUDGET**

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**DISTRICT - WIDE**

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**5200 FOOD SERVICES**

ACCT		20-21	22-23
NUMBER	DESCRIPTION	ACTUAL	21-22 BUD APPROVED
5221	Transfer to Food Service	0	30,000 30,000
<i>Food Services</i>		0	30,000 30,000
<i>Difference From Previous Budget</i>			0
<i>Percentage Difference From Previous Budget</i>			0.00%

<i>District - Wide</i>	5,035,041	5,045,656	5,473,813
<i>Difference From Previous Budget</i>			428,157
<i>Percentage Difference From Previous Budget</i>			8.49%

Facilities Director	1.0	1.0
Maintenance	1.0	1.0
Grounds Maintenance	-	1.0
Federal Grants Manager/Title I Director	-	0.3
Special Education Liaison	0.5	0.5

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**GENERAL FUND FY 2022-2023 APPROVED BUDGET****SCHOOL ADMINISTRATIVE UNIT**

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**2320 SAU Salaries and Benefits**

ACCT		20-21	22-23
NUMBER	DESCRIPTION	ACTUAL	21-22 BUD APPROVED
5110	Certified Salaries	0	473,503 487,025
5110	Non-Certified Salaries	0	218,445 225,170
5200	Certified Health and Dental Insurance	0	146,973 131,715
5200	Non-Certified Health and Dental Insurance	0	66,085 69,870
5200	Certified Life & Disability	0	5,813 5,367
5200	Non-Certified Life & Disability	0	1,030 1,062
5200	Certified FICA& Medicare	0	36,223 37,257
5200	Non-Certified FICA & Medicare	0	16,711 17,225
5200	Certified State Retirement	0	68,618 70,624
5200	Non-Certified State Retirement	0	30,713 31,659

<b>SAU Salaries and Benefits</b>	<b>0</b>	<b>1,064,114</b>	<b>1,076,974</b>
<b><i>Difference From Previous Budget</i></b>			<b>12,860</b>
<b><i>Percentage Difference From Previous Budget</i></b>			<b>1.21%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**SCHOOL ADMINISTRATIVE UNIT**  
**2321 GEN ADMIN**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5200 Course Reimbursement	0	13,500	13,500
5200 Staff Development	0	3,900	3,900
5300 SAU Assessment	1,048,628	0	0
5500 Travel	0	11,213	11,310
5500 Conference Expenses	0	8,000	8,000
5600 Books and Subscriptions	0	800	800
5800 Professional Dues	0	11,372	9,996
<b>General Administration</b>	<b>1,048,628</b>	<b>48,785</b>	<b>47,506</b>
<b>Difference From Previous Budget</b>			<b>(1,279)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-2.62%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**SCHOOL ADMINISTRATIVE UNIT**  
**2322 OTHER SUPPORT SERVICES**

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5300	Meeting Expenses	0	3,000	3,000
5300	Superintendent Moving Expenses	0	15,000	0
5300	Accounting Software Support	0	18,740	20,000
5500	Advertisements	0	3,600	3,600
5700	Computer Hardware	0	7,000	7,000
5800	Bank Service Charges	0	4,000	4,000
<b>Other Support Services</b>		<b>0</b>	<b>51,340</b>	<b>37,600</b>
<b>Difference From Previous Budget</b>				<b>(13,740)</b>
<b>Percentage Difference From Previous Budget</b>				<b>-26.76%</b>



**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**SCHOOL ADMINISTRATIVE UNIT**  
**2323 OPERATIONS**

<b>ACCT</b>		<b>20-21</b>		<b>22-23</b>
<b>NUMBER</b>	<b>DESCRIPTION</b>	<b>ACTUAL</b>	<b>21-22 BUD</b>	<b>APPROVED</b>
5400	Contracted Services	0	57,900	83,900
5400	Copier Lease	0	5,412	5,040
5500	Postage	0	6,500	6,500
5600	Supplies	0	11,000	11,000
<b>Operations</b>		<b>0</b>	<b>80,812</b>	<b>106,440</b>
<b>Difference From Previous Budget</b>				<b>25,628</b>
<b>Percentage Difference From Previous Budget</b>				<b>31.71%</b>

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**SCHOOL ADMINISTRATIVE UNIT**  
**2324 INSURANCE**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5200 Workers Compensation Insurance	0	2,698	2,697
<i>Insurance</i>	0	2,698	2,697
<i>Difference From Previous Budget</i>			(1)
<i>Percentage Difference From Previous Budget</i>			-0.04%

**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**SCHOOL ADMINISTRATIVE UNIT**  
**2600 CUSTODIAL & MAINTENANCE SERVICES**

ACCT NUMBER DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5110 Custodial Salary	0	12,133	12,618
5200 Custodial FICA & Medicare	0	928	965
5200 Custodial State Retirement	0	1,706	1,774
5600 Supplies	0	300	300
5400 Water and Sewer	0	1,300	1,300
5500 Telephone	0	1,740	1,740
5500 Internet Access	0	1,523	1,541
5600 Propane	0	4,500	4,500
5600 Electricity	0	7,500	7,500
5400 Plant Maintenance	0	5,300	2,800
5400 Maintenance Repairs	0	1,000	1,000
5700 Maintenance Equipment	0	1,500	1,500
5500 Property Insurance	0	3,557	4,981
<b>Custodial &amp; Maintenance Services</b>	<b>0</b>	<b>42,987</b>	<b>42,519</b>
<b>Difference From Previous Budget</b>			<b>(468)</b>
<b>Percentage Difference From Previous Budget</b>			<b>-1.09%</b>

GENERAL FUND FY 2022-2023 APPROVED BUDGET  
SCHOOL ADMINISTRATIVE UNIT  
2990 OTHER CONTINGENCY

ACCT NUMBER	DESCRIPTION	20-21 ACTUAL	21-22 BUD	22-23 APPROVED
5002	Other - Contingency	0	2,000	2,000
<i>Other Support Services</i>		0	2,000	2,000
<i>Difference From Previous Budget</i>				0
<i>Percentage Difference From Previous Budget</i>				0.00%

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**GENERAL FUND FY 2022-2023 APPROVED BUDGET**  
**SCHOOL ADMINISTRATIVE UNIT**

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<b>SAU</b>	<b>1,048,628</b>	<b>1,292,736</b>	<b>1,315,736</b>
<i>Difference From Previous Budget</i>			<b>23,000</b>
<i>Percentage Difference From Previous Budget</i>			<b>1.78%</b>

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	0.5	0.5

**GENERAL FUND FY 2022-2023 APPROVED BUDGET  
SUMMARY**

SCHOOL ID #	DESCRIPTION	20-21	22-23	
		ACTUAL	21-22 BUD	APPROVED
13	Maple Wood Elementary	5,056,870	4,138,010	4,253,878
11 and 14	Idlehurst Elementary - Preschool	4,700,041	4,803,665	4,848,896
21	Middle School	4,791,205	5,607,102	5,227,708
31	High School	6,068,206	6,061,562	6,035,515
33	Career Technical Center	1,223,923	1,331,791	1,441,207
34	SAU Budget	1,048,628	1,292,736	1,315,736
90	District Wide	5,035,041	5,045,656	5,473,813
	<b>Total</b>	<b>27,923,914</b>	<b>28,280,522</b>	<b>28,596,753</b>

<b>Summary</b>	<b>27,923,914</b>	<b>28,280,522</b>	<b>28,596,753</b>
<b>Difference From Previous Budget</b>			<b>316,231</b>
<b>Percentage Difference From Previous Budget</b>			<b>1.12%</b>