



TOWN OF DURHAM
8 NEWMARKET RD
DURHAM, NH 03824-2898

THOMAS F. JOHNSON
Zoning Administrator
Code Enforcement Officer
Health Officer

TEL: 603/868-8064

tjohnson@ci.durham.nh.us

2016 Proposed Budget

This proposed budget request for the 2016 fiscal year for the Code Enforcement Office, Zoning Administrator Office and Health Officer includes many cuts due to the Council Goals and a scaling back of my department's staffing, expenses and construction activity. The redevelopment downtown should be completed by the end of the 2015 calendar year and with my retirement on December 31, 2015, this department will likely be reduced to a single full time position and the traditional 1/3 Administrative Assistant position.

If the NH Legislature does adopt the updated 2015 ICC and NFPA codes in 2016, the Town's Code Office resource library will need to be updated from the current outdated 2009 editions. We will no longer need the second vehicle on the road and fuel and maintenance will be reduced. Training and education line items should remain the same and possibly be increased depending on the knowledge and experience of my successor with NH RSA's, construction code knowledge and health officer roles and responsibilities.

It has been my pleasure to serve all of the Durham residents and those absentee property owners over these past 14 years. I thank you all for your 14 years of support and wish you all well.

2016 TOWN COUNCIL APPROVED BUDGET

Town of Durham

		1 2013 EXPENDED As of Year End	2 2014 EXPENDED As of Year End	3 2015 BUDGETED As of December	4 2015 EXPENDED AS OF 12/22/15 As of December	5 2016 DEPT HEAD PROPOSED	6 2016 TOWN ADM PROPOSED	7 2016 COUNCIL APPROVED
Building Inspection								
01-4240-411-01-010	F-T Wages - Bldg Inspect	104,983.82	142,399.39	160,788.00	151,657.13	164,281.00	109,763.00	109,763.00
	<i>Narrative for Column # 5</i>							
	Two full-time Building Inspector/Zoning Officer/Code Enforcement Officials and 1/3 of the cost of the Administrative Assistant shared with the Planning, Zoning and Assessing Departments including payments for sick leave bonus and longevity.							
	<i>Narrative for Column # 6</i>							
	Town Administrator eliminates one Building Inspector position.							
01-4240-411-01-020	P-T Wages - Bldg Inspect	56,379.00	82,923.25	42,900.00	79,791.25	42,900.00	42,900.00	42,900.00
	<i>Narrative for Column # 5</i>							
	Cost for part-time plumbing and electrical inspectors to assist as needed.							
01-4240-411-01-030	O-T Wages - Bldg Inspect	263.82	787.59	2,000.00	776.27	1,000.00	1,000.00	1,000.00
	<i>Narrative for Column # 5</i>							
	To perform zoning and code violation inspections on nights and weekends as needed.							
01-4240-411-01-090	Ins Buy-Out (Wages)- Bldg Inspect	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-4240-411-01-910	Wage Accrual - Bldg Inspect	1,067.13	-2,681.44	0.00	-2,413.75	0.00	0.00	0.00
01-4240-411-01-920	P-T Wages - Bldg Inspect - Accrual	1,730.00	-2,403.75	0.00	0.00	0.00	0.00	0.00
01-4240-411-02-310	Soc Sec - Bldg Inspect	10,192.36	13,703.09	12,752.00	14,248.44	15,152.00	9,527.00	9,527.00
01-4240-411-02-320	Medicare - Bldg Inspect	2,383.61	3,204.70	2,982.00	3,332.37	3,543.00	2,228.00	2,228.00
01-4240-411-02-330	Retirement - Bldg Inspect	9,969.97	15,094.25	17,845.00	16,486.67	18,593.00	12,372.00	12,372.00
01-4240-411-03-610	Health & Dental - Bldg Inspect	19,765.08	27,706.06	32,256.00	31,267.44	33,116.00	23,181.00	23,181.00
01-4240-411-03-630	Life - Bldg Inspect	198.00	310.50	350.00	348.00	350.00	200.00	200.00
01-4240-411-03-640	STD - Bldg Inspect	612.16	916.66	1,092.00	1,031.71	990.00	673.00	673.00
01-4240-411-04-010	S.U.T.A. - Bldg Inspect	367.00	345.60	532.00	313.60	340.00	183.00	183.00
01-4240-411-04-020	Workers Comp - Bldg Inspect	3,874.00	4,577.00	4,359.00	5,414.00	7,020.00	4,198.00	4,198.00
01-4240-411-08-000	Travel & Mileage Reimb - Bldg Inspect	2,403.66	-81.42	3,300.00	140.90	3,300.00	2,000.00	2,000.00
	<i>Narrative for Column # 5</i>							
	Funds included for Administrative Assistant's mileage reimbursement to NH Building Officials Staff Support meetings.							
01-4240-411-17-000	Telephone / Fax - Bldg Inspect	628.21	0.00	0.00	0.00	0.00	0.00	0.00

2016 TOWN COUNCIL APPROVED BUDGET

Town of Durham

		1 2013 EXPENDED As of Year End	2 2014 EXPENDED As of Year End	3 2015 BUDGETED As of December	4 2015 EXPENDED AS OF 12/22/15 As of December	5 2016 DEPT HEAD PROPOSED	6 2016 TOWN ADM PROPOSED	7 2016 COUNCIL APPROVED
01-4240-411-18-000	Cell Phones - Bldg Inspect	0.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00
	<i>Narrative for Column # 5</i> Previously budgeted under Emergency Management.							
01-4240-411-25-000	Office & Computer Supplies - Bldg Insp	1,226.47	902.26	1,500.00	915.50	1,500.00	1,200.00	1,200.00
01-4240-411-26-000	Postage - Bldg Inspect	610.91	433.86	500.00	667.92	500.00	500.00	500.00
01-4240-411-28-000	Professional / Staff Dev - Bldg Inspect	1,215.00	2,204.00	3,000.00	4,310.52	3,000.00	3,000.00	3,000.00
01-4240-411-29-000	Membership Dues - Bldg Inspect	874.00	984.00	1,200.00	1,398.00	1,000.00	750.00	750.00
	<i>Narrative for Column # 5</i> NH Building Officials Association, NH Building Officials Staff Support Association (for Administrative Assistant), International Code Council (ICC), Seacoast Building Officials							
01-4240-411-30-000	Books & Pubs - Bldg Inspect	480.08	255.00	2,000.00	161.95	2,000.00	2,000.00	2,000.00
	<i>Narrative for Column # 5</i> Purchase of new 2015 NH State adopted Code books.							
01-4240-411-35-000	Work study (non payroll wages) - Bldg I	1,431.09	1,149.90	1,500.00	640.53	1,500.00	1,500.00	1,500.00
01-4240-411-36-000	Contracted Services - Bldg Inspect	1,275.83	976.07	6,648.00	1,268.87	10,000.00	10,000.00	10,000.00
	<i>Narrative for Column # 5</i> \$1,500 Temporary to cover Administrative Assistant vacation leave. \$ 450 Off site storage of plans \$8,050 Third party plan review services for large projects							
01-4240-411-45-000	General Supplies - Bldg Inspect	1,153.48	501.92	1,000.00	62.62	1,000.00	300.00	300.00
01-4240-411-53-000	Office Equip Maint - Bldg Inspect	0.00	128.34	800.00	617.82	900.00	900.00	900.00
	<i>Narrative for Column # 5</i> Lease for copier.							
01-4240-411-54-000	Vehicle Maint - Bldg Inspect	214.00	3,294.46	3,000.00	37.00	3,000.00	2,000.00	2,000.00
	<i>Narrative for Column # 5</i> Two cars are currently used by the Building/Code Officials.							
01-4240-411-56-000	Fuel / Oil For Vehicles - Bldg Inspect	924.51	2,207.79	2,000.00	1,425.88	2,000.00	1,500.00	1,500.00
01-4240-411-89-000	Miscellaneous - Bldg Inspect	0.00	474.50	200.00	38.11	200.00	200.00	200.00
	<i>Narrative for Column # 5</i> Safety shoes, glasses, etc.							

2016 TOWN COUNCIL APPROVED BUDGET

Town of Durham

	1 2013 EXPENDED As of Year End	2 2014 EXPENDED As of Year End	3 2015 BUDGETED As of December	4 2015 EXPENDED AS OF 12/22/15 As of December	5 2016 DEPT HEAD PROPOSED	6 2016 TOWN ADM PROPOSED	7 2016 COUNCIL APPROVED
01-4240-411-96-000 Capital - Bldg Inspect	0.00	200.00	2,000.00	0.00	2,000.00	2,000.00	2,000.00
<i>Narrative for Column # 5</i>							
For potential inspection IPad and software, new equipment, miscellaneous office furniture for new Code Officer							
Building Inspection Total	224,223.19	300,513.58	306,504.00	313,938.75	319,185.00	235,575.00	235,575.00

2016 TOWN COUNCIL APPROVED BUDGET

Town of Durham

	1 2013 EXPENDED As of Year End	2 2014 EXPENDED As of Year End	3 2015 BUDGETED As of December	4 2015 EXPENDED AS OF 12/22/15 As of December	5 2016 DEPT HEAD PROPOSED	6 2016 TOWN ADM PROPOSED	7 2016 COUNCIL APPROVED
Health Admin							
01-4411-205-36-000 Contracted services - Health Admin	0.00	0.00	1.00	0.00	1.00	1.00	1.00
Health Admin Total	0.00	0.00	1.00	0.00	1.00	1.00	1.00

2016 TOWN COUNCIL APPROVED BUDGET

Town of Durham

	1 2013 EXPENDED As of Year End	2 2014 EXPENDED As of Year End	3 2015 BUDGETED As of December	4 2015 EXPENDED AS OF 12/22/15 As of December	5 2016 DEPT HEAD PROPOSED	6 2016 TOWN ADM PROPOSED	7 2016 COUNCIL APPROVED
Zoning Board							
01-4191-413-26-000 Postage - Zoning Board	1,328.53	1,941.21	2,000.00	701.75	2,000.00	1,700.00	1,700.00
<i>Narrative for Column # 5</i>							
Mailing of notices to applicant abutters.							
01-4191-413-28-000 Professional / Staff Dev - Zoning Board	180.00	130.00	200.00	60.00	200.00	200.00	200.00
01-4191-413-32-000 Adv / Legal Notices - Zoning Board	1,497.30	1,851.50	1,500.00	1,757.68	1,500.00	1,500.00	1,500.00
01-4191-413-36-000 Contracted Services - Zoning Board	2,932.50	1,925.75	3,500.00	2,083.75	3,500.00	3,500.00	3,500.00
<i>Narrative for Column # 5</i>							
Minute Taker for the Zoning Board of Adjustment.							
01-4191-413-37-000 Legal Fees / Services - Zoning Board	0.00	0.00	500.00	0.00	500.00	500.00	500.00
Zoning Board Total	5,938.33	5,848.46	7,700.00	4,603.18	7,700.00	7,400.00	7,400.00