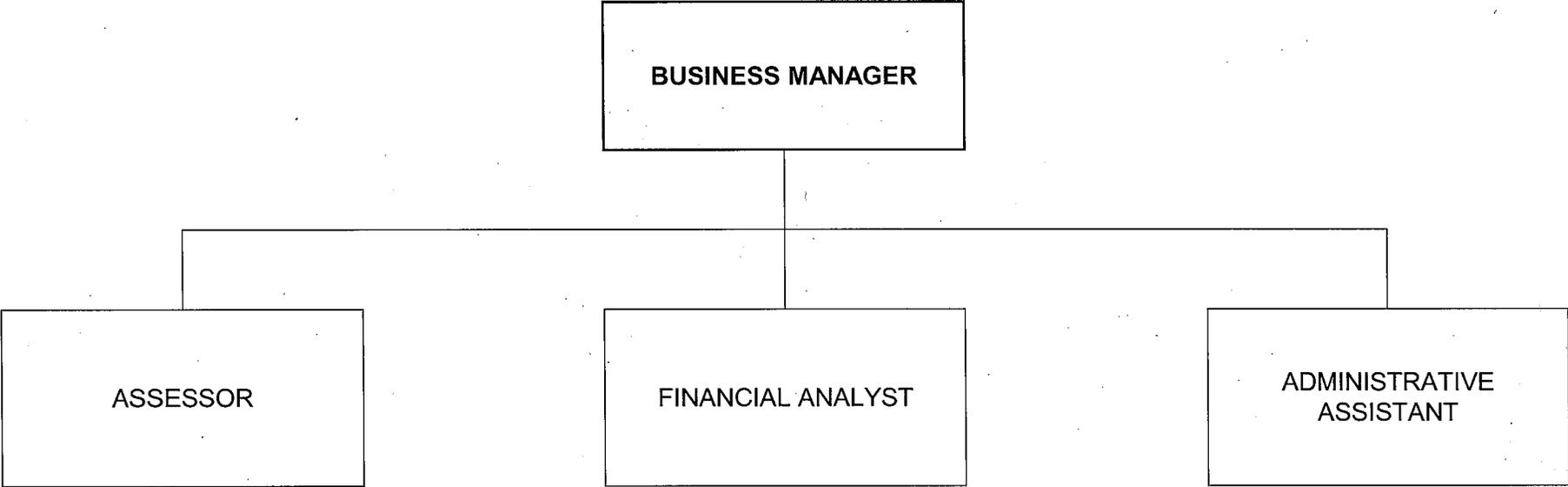


**TOWN OF DURHAM  
BUSINESS DEPARTMENT  
ORGANIZATIONAL CHART  
2017**



# 2017 TOWN COUNCIL APPROVED BUDGET

Town of Durham

		1 2014 EXPENDED As of Year End	2 2015 EXPENDED As of Year End	3 2016 BUDGETED As of December	4 2016 EXPENDED AS OF 12/19/16 As of December	5 2017 DEPT HEAD PROPOSED	6 2017 TOWN ADM PROPOSED	7 2017 COUNCIL APPROVED
<b>Financial Administration</b>								
<b>Accounting</b>								
01-4150-301-01-010	F-T Wages - Accounting	227,519.54	223,986.57	233,834.00	222,797.01	233,867.00	234,000.00	234,000.00
	<i>Narrative for Column # 5</i>							
	Wages for Business Manager, Financial Analyst and Administrative Assistant including payments for sick leave bonus and longevity.							
01-4150-301-01-030	O-T Wages - Accounting	76.90	88.40	100.00	0.00	100.00	100.00	100.00
01-4150-301-01-090	Ins Buy-out (wages) - Accounting	4,605.97	0.00	0.00	0.00	0.00	0.00	0.00
01-4150-301-01-910	Wage Accrual - Accounting	-7,676.64	772.95	0.00	-3,328.37	0.00	0.00	0.00
01-4150-301-01-990	Ins Buy-out (wages) Accrual - Accounti	-288.61	0.00	0.00	0.00	0.00	0.00	0.00
01-4150-301-02-310	Soc Sec - Accounting	13,902.69	13,940.44	14,498.00	13,606.97	14,506.00	14,500.00	14,500.00
01-4150-301-02-320	Medicare - Accounting	3,251.40	3,260.17	3,391.00	3,182.19	3,393.00	3,400.00	3,400.00
01-4150-301-02-330	Retirement - Accounting	23,685.45	24,713.01	26,119.00	24,425.77	26,380.00	26,400.00	26,400.00
01-4150-301-03-610	Health & Dental - Accounting	41,545.92	53,720.76	56,861.00	55,094.61	55,917.00	58,800.00	55,800.00
01-4150-301-03-630	Life - Accounting	450.00	450.00	450.00	450.00	450.00	450.00	450.00
01-4150-301-03-640	STD - Accounting	1,399.14	1,446.25	1,404.00	1,578.96	1,814.00	1,800.00	1,800.00
01-4150-301-04-010	S.U.T.A. - Accounting	261.67	249.42	235.00	133.00	134.00	150.00	150.00
01-4150-301-04-020	Workers Comp - Accounting	249.00	285.00	322.00	367.00	351.00	350.00	350.00
01-4150-301-08-000	Travel & Mileage Reimb - Accounting	952.94	254.38	1,000.00	0.00	500.00	500.00	500.00
01-4150-301-18-000	Cell Phones - Accounting	0.00	0.00	750.00	555.39	750.00	750.00	750.00
01-4150-301-25-000	Office & Computer Supplies - Accountir	129.28	353.14	300.00	422.44	300.00	300.00	300.00
01-4150-301-28-000	Professional / Staff Dev - Accounting	692.91	1,510.00	1,500.00	259.66	1,500.00	1,500.00	1,500.00
01-4150-301-29-000	Membership Dues - Accounting	285.00	55.00	200.00	80.00	150.00	150.00	150.00
	<i>Narrative for Column # 5</i>							
	NH Government Finance Officer's Association, New England Government Finance Officer's Association, Local Welfare Officials Association and Association of NH Public Employer Human Resource Administrators.							

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01-4150-301-36-000 Contracted services - Accounting <i>Narrative for Column # 5</i> Experience Rating Update GASB 45 OPEB	0.00	2,000.00	3,500.00	3,500.00	3,500.00	3,500.00	0.00
01-4150-301-89-000 Miscellaneous - Accounting	159.57	0.00	150.00	95.00	150.00	150.00	150.00
01-4150-301-96-000 Capital - Accounting <i>Narrative for Column # 5</i> New Desk	300.00	0.00	250.00	0.00	500.00	500.00	500.00
<b>Accounting Total</b>	<b>311,502.13</b>	<b>327,085.49</b>	<b>344,864.00</b>	<b>323,219.63</b>	<b>344,262.00</b>	<b>347,300.00</b>	<b>340,800.00</b>

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<b>Direct Assistance</b>							
<b>Direct Assistance</b>							
01-4442-306-00-000 Welfare - Direct Assistance	35,861.83	33,153.04	20,000.00	27,873.69	23,000.00	23,000.00	23,000.00
<b>Direct Assistance Total</b>	<b>35,861.83</b>	<b>33,153.04</b>	<b>20,000.00</b>	<b>27,873.69</b>	<b>23,000.00</b>	<b>23,000.00</b>	<b>23,000.00</b>

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<b>Revaluation of Property</b>							
<b>Assessing</b>							
01-4152-302-01-010 F-T Wages - Assessing	103,089.01	101,631.67	104,112.00	99,465.03	106,186.00	106,200.00	106,200.00
<i>Narrative for Column # 5</i>							
Wages for Assessor and 1/3 of the cost of the Administrative Assistant in the Planning, Zoning and Assessing Department including payment for sick leave bonus and longevity.							
01-4152-302-01-020 P-T Wages - Assessing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-4152-302-01-030 O-T Wages - Assessing	488.33	392.22	0.00	173.63	0.00	0.00	0.00
01-4152-302-01-910 Wage Accrual - Assessing	-3,208.17	137.50	0.00	-1,280.64	0.00	0.00	0.00
01-4152-302-01-920 P-T Wages - Assessing - Accrual	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-4152-302-02-310 Soc Sec - Assessing	6,222.20	6,334.05	6,455.00	6,098.26	6,584.00	6,600.00	6,600.00
01-4152-302-02-320 Medicare - Assessing	1,455.24	1,481.26	1,510.00	1,426.25	1,540.00	1,500.00	1,500.00
01-4152-302-02-330 Retirement - Assessing	10,809.71	11,228.86	11,629.00	10,978.93	11,973.00	12,000.00	12,000.00
01-4152-302-03-610 Health & Dental - Assessing	22,966.92	24,032.28	23,181.00	23,388.48	22,799.00	24,000.00	24,000.00
01-4152-302-03-630 Life - Assessing	198.00	198.00	200.00	198.00	200.00	200.00	200.00
01-4152-302-03-640 STD - Assessing	644.61	663.94	642.00	739.88	830.00	800.00	800.00
01-4152-302-04-010 S.U.T.A. - Assessing	86.40	78.40	105.00	59.00	60.00	60.00	60.00
01-4152-302-04-020 Workers Comp - Assessing	2,328.00	2,462.00	2,687.00	2,860.00	2,716.00	2,700.00	2,700.00
01-4152-302-08-000 Travel & Mileage Reimb - Assessing	0.00	14.95	1,000.00	0.00	1,000.00	1,000.00	1,000.00
01-4152-302-17-000 Telephone / Fax - Assessing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-4152-302-18-000 Cell Phones - Assessing	0.00	0.00	750.00	705.90	750.00	750.00	750.00
01-4152-302-25-000 Office & Computer Supplies - Assessin	852.39	946.21	600.00	682.39	600.00	600.00	600.00
01-4152-302-26-000 Postage - Assessing	294.22	266.41	350.00	406.81	500.00	500.00	500.00
01-4152-302-28-000 Professional / Staff Dev - Assessing	515.00	1,684.93	2,000.00	1,573.50	2,000.00	1,700.00	1,700.00

*Narrative for Column # 5*

Various training courses, Vision Software Training and Continuing Education for recertification.

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<b>01-4152-302-29-000</b> Membership Dues - Assessing	771.00	801.00	1,250.00	1,067.00	1,280.00	1,280.00	1,280.00
<i>Narrative for Column # 5</i>							
NH Association of Assessing Officials, Northeastern Regional Association of Assessing Offices, NH Appraiser's License Renewal Fee, International Association of Assessing Officials, Northern New England Real Estate Network (MLS)							
<b>01-4152-302-30-000</b> Books & Pubs - Assessing	613.64	713.20	945.00	1,198.83	1,000.00	1,000.00	1,000.00
<i>Narrative for Column # 5</i>							
Marshall & Swift Cost Manuals							
<b>01-4152-302-35-000</b> Work study (non payroll wages) - Asset	1,149.88	672.77	1,500.00	226.57	1,500.00	1,500.00	1,500.00
<b>01-4152-302-36-000</b> Contracted Services - Assessing	2,084.53	28,214.77	22,900.00	22,078.14	22,900.00	22,900.00	22,900.00
<i>Narrative for Column # 5</i>							
\$21,400 5-Year Utility Vauation Service Agreement with George Sansoucy, PE, LLC (year 5 of 5)							
\$ 1,500 Temporary help to cover Administrative Assistant absence							
<b>01-4152-302-39-000</b> Consultants - Assessing	41,201.00	12,557.47	15,000.00	4,285.70	15,000.00	15,000.00	15,000.00
<i>Narrative for Column # 5</i>							
\$ 5,000 Commercial/Industrial Abatement/BTLA & Superior Court Appeals							
\$10,000 Utility Superior Court Appeals with George Sansoucy (Fairpoint, PSNH and Unutil)							
<b>01-4152-302-53-000</b> Office Equip Maint - Assessing	128.33	697.01	700.00	825.49	1,000.00	1,000.00	1,000.00
<i>Narrative for Column # 5</i>							
Lease of copier/printer and extra monies for color copies.							
<b>01-4152-302-54-000</b> Vehicle Maint - Assessing	138.05	45.34	1,000.00	79.65	1,000.00	500.00	500.00
<i>Narrative for Column # 5</i>							
Includes maintenance and fuel for assessing vehicle.							
<b>Assessing Total</b>	<b>192,828.29</b>	<b>195,254.24</b>	<b>198,516.00</b>	<b>177,236.80</b>	<b>201,418.00</b>	<b>201,790.00</b>	<b>201,790.00</b>