



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

AUDREY CLINE
Zoning Administrator
acline@ci.durham.nh.us
Code Enforcement Officer
Health Officer

TEL: (603) 868-8064

2017 Proposed Budget

As anticipated, the department funding level for the 2016 budget was reduced due to reconfigured staffing and the anticipation of less commercial building activity. The 2016 funding level was sufficient to cover the necessary expenditures based on the existing technology infrastructure.

Although the legislature did not adopt the 2015 International Code Suite in 2016, they did adopt the 2015 NFPA Life Safety Code, and as you are aware, Durham has adopted the 2015 Energy Code locally. Due to necessary cross referencing, several of the 2015 ICC suite of code books were purchased in 2016.

The education & training budget has remained funded at the 2016 level. I continue to encourage the building office staff and part time inspectors to actively pursue continuing education opportunities. With the evolving building techniques and materials, we desire to continue giving Durham's projects the best guidance possible.

A Capital Improvement line-item was strongly considered in order to close in on improved technology which would have had the effect of allowing Durham's Fire Department and Building Department to share information and jointly manage issues on individual properties. The line-item was set aside until such time as it becomes clear which program/technology will be chosen to integrate all of the Town's departments.

Respectfully Submitted,

Audrey Cline CBO
Code Enforcement Officer

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
Building Inspection								
Building Inspection								
01-4240-411-01-010	F-T Wages - Bldg Inspect	142,399.39	157,553.17	109,763.00	84,530.31	94,708.00	94,700.00	94,700.00
	<i>Narrative for Column # 5</i>							
	One 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.							
01-4240-411-01-020	P-T Wages - Bldg Inspect	82,923.25	80,932.50	42,900.00	37,807.50	42,900.00	39,000.00	39,000.00
	<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	787.59	776.27	1,000.00	173.64	1,000.00	500.00	500.00
	<i>Narrative for Column # 5</i>							
	Administrative Assistant sometimes needs to work extra hours to complete projects.							
01-4240-411-01-910	Wage Accrual - Bldg Inspect	-2,681.44	-339.33	0.00	-2,074.42	0.00	0.00	0.00
01-4240-411-01-920	P-T Wages - Bldg Inspect - Accrual	-2,403.75	0.00	0.00	0.00	0.00	0.00	0.00
01-4240-411-02-310	Soc Sec - Bldg Inspect	13,703.09	14,813.37	9,527.00	8,977.41	8,594.00	8,320.00	8,320.00
01-4240-411-02-320	Medicare - Bldg Inspect	3,204.70	3,464.50	2,228.00	2,099.56	2,010.00	1,950.00	1,950.00
01-4240-411-02-330	Retirement - Bldg Inspect	15,094.25	17,355.47	12,372.00	11,806.26	10,678.00	10,700.00	10,700.00
01-4240-411-03-610	Health & Dental - Bldg Inspect	27,706.06	31,267.44	23,181.00	13,668.03	13,028.00	13,700.00	13,700.00
01-4240-411-03-630	Life - Bldg Inspect	310.50	348.00	200.00	198.00	200.00	200.00	200.00
01-4240-411-03-640	STD - Bldg Inspect	916.66	1,031.71	673.00	670.50	734.00	750.00	750.00
01-4240-411-04-010	S.U.T.A. - Bldg Inspect	345.60	313.60	183.00	103.00	149.00	150.00	150.00
01-4240-411-04-020	Workers Comp - Bldg Inspect	4,577.00	5,414.00	4,198.00	4,492.00	3,685.00	3,700.00	3,700.00
01-4240-411-08-000	Travel & Mileage Reimb - Bldg Inspect	-81.42	173.10	2,000.00	2,031.06	3,000.00	2,500.00	2,500.00
	<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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-4240-411-18-000	Cell Phones - Bldg Inspect	0.00	0.00	1,500.00	775.95	1,500.00	1,500.00	1,500.00

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
01-4240-411-25-000	Office & Computer Supplies - Bldg Insp	902.26	1,089.52	1,200.00	765.85	1,200.00	1,200.00	1,200.00
01-4240-411-26-000	Postage - Bldg Inspect	433.86	732.96	500.00	780.80	500.00	500.00	500.00
01-4240-411-28-000	Professional / Staff Dev - Bldg Inspect	2,204.00	4,310.52	3,000.00	1,692.10	3,000.00	3,000.00	3,000.00
	<i>Narrative for Column # 5</i>							
	Includes training for the Building Inspector and Part-Time Assistant Building Inspectors - Certification Testing 3 x \$180 = \$540 Certification Renewal Fee \$150 NHBOA Annual Meetings \$600							
01-4240-411-29-000	Membership Dues - Bldg Inspect	984.00	1,398.00	750.00	730.48	800.00	800.00	800.00
	<i>Narrative for Column # 5</i>							
	NHBOA, ICC, NERC, NHFPS, WICED, NHSCOA, LRSOA, NHBOSS, NHHOA memberships for Building Inspector, Part-Time Inspectors and Administrative Assistant.							
01-4240-411-30-000	Books & Pubs - Bldg Inspect	255.00	161.95	2,000.00	1,763.89	1,000.00	1,000.00	1,000.00
01-4240-411-35-000	Work study (non payroll wages) - Bldg I	1,149.90	672.81	1,500.00	226.57	1,500.00	1,500.00	1,500.00
01-4240-411-36-000	Contracted Services - Bldg Inspect	976.07	1,656.31	10,000.00	1,159.16	10,000.00	5,000.00	5,000.00
	<i>Narrative for Column # 5</i>							
	\$1,500 Temporary to cover Administrative Assistant vacation leave. \$ 550 (\$450 yearly fee and \$100 for sending more boxes) \$7,950 Third party plan review services for large projects							
01-4240-411-45-000	General Supplies - Bldg Inspect	501.92	62.62	300.00	29.48	300.00	300.00	300.00
01-4240-411-53-000	Office Equip Maint - Bldg Inspect	128.34	657.35	900.00	657.68	900.00	900.00	900.00
	<i>Narrative for Column # 5</i>							
	Lease for copier and extra monies for color copies.							
01-4240-411-54-000	Vehicle Maint - Bldg Inspect	3,294.46	37.00	2,000.00	0.00	2,000.00	500.00	500.00
01-4240-411-56-000	Fuel / Oil For Vehicles - Bldg Inspect	2,207.79	1,549.32	1,500.00	713.47	1,500.00	1,000.00	1,000.00
01-4240-411-89-000	Miscellaneous - Bldg Inspect	474.50	38.11	200.00	59.30	200.00	200.00	200.00
01-4240-411-96-000	Capital - Bldg Inspect	200.00	0.00	2,000.00	0.00	25,000.00	0.00	0.00
	<i>Narrative for Column # 5</i>							
	For new permitting software							
Building Inspection Total		300,513.58	325,470.27	235,575.00	173,837.58	230,086.00	193,570.00	193,570.00

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
Health Admin							
Health Admin							
01-4411-205-36-000 Contracted services - Health Admin.	0.00	0.00	1.00	0.00	1.00	5.00	5.00
Health Admin Total	0.00	0.00	1.00	0.00	1.00	5.00	5.00

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
Zoning Board							
01-4191-413-26-000 Postage - Zoning Board	1,941.21	789.31	1,700.00	731.12	800.00	800.00	800.00
<i>Narrative for Column # 5</i>							
Mailing of notices to applicant abutters.							
01-4191-413-28-000 Professional / Staff Dev - Zoning Board	130.00	60.00	200.00	280.00	300.00	300.00	300.00
01-4191-413-32-000 Adv / Legal Notices - Zoning Board	1,851.50	1,757.68	1,500.00	1,643.02	3,000.00	3,000.00	3,000.00
01-4191-413-36-000 Contracted Services - Zoning Board	1,925.75	2,083.75	3,500.00	1,451.25	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	5,848.46	4,690.74	7,400.00	4,105.39	8,100.00	8,100.00	8,100.00