

2019 Town Council Approved Budget

Town of Durham

		1 2016 Expended As of Year End	2 2017 Expended As of Year End	3 2018 Approved As of December	4 2018 Expended Thru 12/01/18 As of December	5 2019 Proposed Dept. Head	6 2019 Proposed Administrator	7 2019 Approved Town Council
General Fund								
Executive								
Town Council								
01-4130-101-01-020	P-T Wages - Council	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00
<i>Narrative for Column # 5</i> Per Section 3.6 of the Charter of the Town of Durham, NH, Councilors shall receive as compensation the sum of \$1,500 per year. The Chair shall receive an additional \$500 per year.								
01-4130-101-02-310	Soc Sec - Council	868.00	868.00	900.00	868.00	900.00	900.00	900.00
01-4130-101-02-320	Medicare - Council	203.08	203.07	200.00	203.08	200.00	200.00	200.00
01-4130-101-04-020	Workers Comp - Council	22.00	19.00	20.00	20.00	20.00	20.00	20.00
01-4130-101-28-000	Professional / Staff Dev - Council	35.00	0.00	150.00	0.00	150.00	150.00	150.00
01-4130-101-29-000	Membership Dues - Council	11,365.00	11,953.00	11,800.00	12,367.00	12,500.00	12,500.00	12,500.00
<i>Narrative for Column # 5</i> New Hampshire Municipal Association								
01-4130-101-36-000	Contracted Services - Council	8,961.25	10,833.75	12,000.00	7,998.75	12,000.00	10,000.00	10,000.00
<i>Narrative for Column # 5</i> Minute taker for Town Council meetings.								
01-4130-101-88-000	Contingency - Council	0.00	38,743.98	100,000.00	84,211.39	200,000.00	150,000.00	155,850.00
<i>Narrative for Column # 5</i> \$50,000 reserved for inspections of the Eversource Reliability Project and will be offset with revenues. \$50,000 reserved for abatements as necessary.								
01-4130-101-89-000	Miscellaneous - Council	2,061.02	480.73	1,500.00	2,214.13	1,500.00	1,500.00	1,500.00
01-4130-101-96-000	Capital - Council	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Town Council Total		37,515.35	77,101.53	140,570.00	121,882.35	241,270.00	189,270.00	195,120.00

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		1	2	3	4	5	6	7
		2016	2017	2018	2018	2019	2019	2019
		Expended	Expended	Approved	Expended	Proposed	Proposed	Approved
		As of Year End	As of Year End	As of December	Thru 12/01/18 As of December	Dept. Head	Administrator	Town Council
Treasurer								
01-4130-104-01-020	P-T Wages - Treasurer	5,600.00	5,600.00	5,600.00	5,400.00	5,600.00	5,600.00	5,600.00
<i>Narrative for Column # 5</i>								
The Treasurer earns \$5,200 per year and the Deputy Treasurer earns \$400 per year.								
01-4130-104-01-920	Wage Accrual - Treasurer	0.00	100.00	0.00	-100.00	0.00	0.00	0.00
01-4130-104-02-310	Soç Sec - Treasurer	347.20	353.40	350.00	328.60	350.00	350.00	350.00
01-4130-104-02-320	Medicare - Treasurer	81.20	82.65	80.00	76.85	80.00	80.00	80.00
01-4130-104-04-020	Workers Comp - Treasurer	9.00	8.00	10.00	10.00	10.00	10.00	10.00
Treasurer Total		6,037.40	6,144.05	6,040.00	5,715.45	6,040.00	6,040.00	6,040.00

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Elections								
Moderator								
01-4140-102-01-020	P-T Wages - Moderator	912.00	912.00	1,300.00	912.00	1,300.00	1,300.00	1,300.00
01-4140-102-02-310	Soc Sec - Moderator	56.54	56.54	80.00	56.54	80.00	80.00	80.00
01-4140-102-02-320	Medicare - Moderator	13.22	13.22	20.00	13.22	20.00	20.00	20.00
01-4140-102-04-020	Workers Comp - Moderator	2.00	2.00	0.00	0.00	0.00	0.00	0.00
01-4140-102-89-000	Miscellaneous - Moderator	5,722.02	2,372.55	3,500.00	4,117.50	3,500.00	3,500.00	3,500.00
01-4140-102-96-000	Capital - Moderator	1,058.80	0.00	0.00	0.00	0.00	0.00	0.00
Moderator Total		7,764.58	3,356.31	4,900.00	5,099.26	4,900.00	4,900.00	4,900.00

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		As of Year End	As of Year End	As of December	Thru 12/01/18 As of December	Dept. Head	Administrator	Town Council
Supervisors of the Checklist								
01-4140-105-01-020	P-T Wages - Supr of the Cklist	9,546.39	2,754.82	5,700.00	4,011.13	5,500.00	5,500.00	5,500.00
01-4140-105-01-920	Wage Accrual - Supr of the Cklist	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-4140-105-02-310	Soc Sec - Supr of the Cklist	591.87	170.80	400.00	248.70	300.00	300.00	300.00
01-4140-105-02-320	Medicare - Supr of the Cklist	138.41	39.95	100.00	58.17	100.00	100.00	100.00
01-4140-105-04-020	Workers Comp - Supr of the Cklist	11.00	2.00	10.00	8.00	10.00	10.00	10.00
01-4140-105-89-000	Miscellaneous - Supr of the Cklist	1,034.18	289.11	1,500.00	0.00	1,000.00	1,000.00	1,000.00
Supervisors of the Checklist Total		11,321.85	3,256.68	7,710.00	4,326.00	6,910.00	6,910.00	6,910.00

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		As of Year End	As of Year End	As of December	Thru 12/01/18	Dept. Head	Administrator	Town Council
					As of December			
Town Clerk								
01-4140-103-01-010	F-T Wages - Town Clerk	115,240.32	117,632.27	117,900.00	114,552.13	126,800.00	120,500.00	120,500.00
<i>Narrative for Column # 5</i>								
Wages for elected Town Clerk/Tax Collector, as well as for Deputy Town Clerk/Tax Collector. Previously the Deputy was 35 hours a week. This budget increases the position to 40 hours a week.								
<i>Narrative for Column # 6</i>								
Town Administrator is recommending keeping staffing status quo in Town Clerk/Tax Collector budget at this point.								
01-4140-103-01-020	P-T Wages - Town Clerk	30,771.35	29,655.87	33,100.00	29,890.51	57,700.00	33,800.00	33,800.00
<i>Narrative for Column # 5</i>								
These wages are for the current part-time employee who works 25 hours a week as well as the addition of a second part-time employee working 25 hours per week.								
01-4140-103-01-030	O-T Wages - Town Clerk	750.84	0.00	650.00	485.09	700.00	700.00	700.00
01-4140-103-01-090	Ins Buy-Out (Wages) - Town Clerk	24,645.55	21,576.27	25,300.00	21,086.80	21,400.00	25,500.00	25,500.00
01-4140-103-01-910	Wage Accrual - Town Clerk	551.91	153.07	0.00	-2,791.20	0.00	0.00	0.00
01-4140-103-01-990	Ins Buy-Out (Wages) Accrual - Town C	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-4140-103-02-310	Soc Sec - Town Clerk	10,661.55	10,479.09	11,000.00	10,119.90	12,800.00	11,200.00	11,200.00
01-4140-103-02-320	Medicare - Town Clerk	2,493.51	2,450.76	2,600.00	2,366.85	3,000.00	2,600.00	2,600.00
01-4140-103-02-330	Retirement - Town Clerk	12,951.94	13,220.51	13,500.00	12,772.55	14,900.00	13,700.00	13,700.00
01-4140-103-03-610	Health & Dental - Town Clerk	2,913.04	2,369.82	2,100.00	2,452.08	24,100.00	2,000.00	2,000.00
01-4140-103-03-630	Life - Town Clerk	300.00	300.00	300.00	282.00	300.00	300.00	300.00
01-4140-103-03-640	STD - Town Clerk	778.32	858.65	800.00	727.98	800.00	700.00	700.00
01-4140-103-04-010	S.U.T.A. - Town Clerk	90.00	64.00	150.00	77.00	100.00	100.00	100.00
01-4140-103-04-020	Workers Comp - Town Clerk	229.00	240.00	300.00	200.00	300.00	300.00	300.00
01-4140-103-08-000	Travel & Mileage Reimb - Town Clerk	339.89	498.75	500.00	347.72	500.00	500.00	500.00
01-4140-103-17-000	Telephone / Fax - Town Clerk	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-4140-103-18-000	Cell Phones - Town Clerk	605.85	805.84	750.00	556.69	750.00	750.00	750.00
01-4140-103-25-000	Office & Computer Supplies - Town Cle	389.98	585.54	250.00	323.07	2,000.00	2,000.00	2,000.00

Narrative for Column # 5

Purchase of three new printers for all Clerk stations.

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01-4140-103-26-000	Postage - Town Clerk	5,526.16	5,922.44	6,000.00	4,823.77	6,000.00	6,000.00	6,000.00
01-4140-103-28-000	Professional / Staff Dev - Town Clerk	1,560.00	1,312.20	1,600.00	1,100.02	1,600.00	1,600.00	1,600.00
01-4140-103-29-000	Membership Dues - Town Clerk	85.00	65.00	325.00	115.00	325.00	150.00	150.00
01-4140-103-36-000	Contracted Services - Town Clerk	10,555.01	11,774.44	12,000.00	9,392.10	12,500.00	12,500.00	12,500.00
<i>Narrative for Column # 5</i> Funds in this account are used for copier lease, outside processing of payments and armored car service for desposits.								
01-4140-103-45-000	General Supplies - Town Clerk	1,731.07	1,853.40	1,700.00	1,936.69	1,700.00	1,700.00	1,700.00
01-4140-103-53-000	Office Equip Maint - Town Clerk	0.00	300.00	300.00	0.00	300.00	300.00	300.00
01-4140-103-89-000	Miscellaneous - Town Clerk	215.00	300.00	300.00	210.20	300.00	300.00	300.00
01-4140-103-90-002	State/Registry of Deeds Fees	5,786.00	6,031.48	6,200.00	4,503.50	6,200.00	6,200.00	6,200.00
01-4140-103-90-003	Municipal Retention Committee	0.00	0.00	0.00	0.00	5,000.00	0.00	0.00
<i>Narrative for Column # 5</i> Per RSA 33-A:3-a records that are to be retained for 10 years or less can be kept electronically in their original format if approved by the Municipal Retention Committee. These funds would be used to implement and manage these records.								
Town Clerk Total		229,171.29	228,449.40	237,625.00	215,530.45	300,075.00	243,400.00	243,400.00