

TABLE OF CONTENTS

Resolution 2021-15		American Red Cross	54
Town Administrator's Message	1	Court Appt'd Special Advocates	54
2022 Council General Fund Changes	7	Haven	54
2021 to 2022 Comparisons	8	Big Brothers/Big Sisters	54
Town Organizational Chart	10	Ready Rides	54
2012-2022 Position Listing	11	Strafford Nutrition Meals on Wheels	54
2010-2021 Vehicle Comparisons	14	DCAT	55
General Fund Proposed Tax Rate	17	Debt Charges	
General Fund Fiscal Forecast	18	Debt Principal	57
General Fund Revenues	23	Debt Interest	58
General Fund Expenses - Summary	28	Other Debt Service Charges	59
Accounting & Assessing		Economic Development	60
Accounting	36	Elected Positions	
Direct Assistance/Welfare	38	Town Council	61
Assessing	39	Treasurer	62
Building Inspector/Health/Zoning		Moderator	63
Transmittal Message	41	Supervisors of the Checklist	64
Building Inspection	42	Town Clerk/Tax Collector	65
Health Administrator	44	Fire Department	
Zoning Board	45	Transmittal Message	67
Committees & Outside Agencies		Organizational Chart	69
Historic District Commission	46	Administration	70
Conservation Commission	47	Suppression	74
Agricultural Committee	48	Prevention	77
Joint Loss Committee	49	Training & Safety	80
Integrated Waste Management	50	Equipment Maintenance	82
Strafford Regional Planning	51	EMS	84
Ambulance	52	Special Details	87
Communications Center	53	General Government	
Community Action Partnership	54	Other General Government	88
Lamprey Health Care	54	Emergency Management	89
My Friend's Place	54	Legal	90
ARS - Aids Response Seacoast	54	GIS	91
Easter Seals NH Inc.	54	Information Technology	92
Cross Roads House	54	Planning	
Homeless Center of Strafford Cty	54	Transmittal Letter	94
Goodwin Community Health	54	Planning	95
		Planning Board	97

Police Department	
Transmittal Message	98
Organizational Chart	99
Budget	100
Special Details	107
Public Works Department	
Transmittal Message	108
Organizational Chart	113
Town Hall	114
Courthouse	116
Police Station	118
Library Building	119
Public Works Building	120
Trusted Graveyards	122
Town Cemeteries	123
Engineer	124
Administration	126
Equipment Maintenance	129
Roadway Maintenance	130
Drainage & Vegetation	131
Snow & Ice Removal	132
Traffic Control	133
Supt/Bridge/Dam/Pit	134
Stormwater II Permitting	135
Sanitation Administration	136
Rolloff Vehicle	138
Curbside Collection	139
Recycling	140
Transfer Station	141
Litter Removal	142
Wagon Hill	143
Parks & Grounds Maintenance	145
Use of Donations	147
Recreation	
Transmittal Message	148
Department Budget	149
ORYA Program	152
Pool Rebate Program	152
Parks & Recreation Committee	153
Memorial Day Program	154
Town Administrator	155
Transfers Out	157
Water Fund Fiscal Forecast	160
Water Fund Debt Schedule	161

Water Fund Revenues	162
Water Fund Expenditures	
Administration	163
Low Pressure System	166
Water Treatment	167
Spruce Hole	168
Debt Expenditures	169
Transfers Out	170
Wastewater Fund Fiscal Forecast	171
Wastewater Debt Schedule	172
Wastewater Fund Revenues	173
Wastewater Fund Expenditures	
Dover Road	174
Oyster River Road	174
Old Concord Road	174
Durham Lines	174
Treatment Plant	175
Piscataqua Region Estuaries	178
Debt Expenditures	178
Transfers Out	179
Parking Fund	
Revenues	180
Expenditures	181
Capital Fund	
2022 Program	184
Depot Road Fund	
Revenues	186
Expenditures	187
Churchill Rink Fund	
Revenues	188
Expenditures	189
Library Fund	
Transmittal Message	192
Revenues	194
Expenses	195
Downtown TIF District Fund	
Revenues	199
Expenditures	200



TOWN OF DURHAM
8 NEWMARKET ROAD
DURHAM, NH 03824
Tel: 603-868-5571
Fax: 603-868-1858
www.ci.durham.nh.us

RESOLUTION #2021-15 OF DURHAM, NEW HAMPSHIRE

TOWN COUNCIL APPROVAL OF THE FY 2022 GENERAL OPERATING BUDGETS, THE CAPITAL FUND BUDGET AND THE 2022-2031 CAPITAL IMPROVEMENT PLAN

WHEREAS, the Town Council of Durham, New Hampshire, in accordance with Article 5 of the Durham Town Charter, has reviewed the proposed FY 2022 budgets and Capital Improvements Plan and conducted a public hearing on November 15, 2021 on the proposed FY 2022 Town Budget and Capital Improvement Plan; and

WHEREAS, the Town Council hereby approves the **General Fund Budget** in the amount of \$17,591,550 with an estimated property tax rate of \$8.01 per thousand of assessed valuation; and

WHEREAS, in 2022 the Town of Durham will be transferring ninety percent (90%) of the Depot Road Fund net revenues and one hundred percent (100%) of the Parking Fund net revenues to the General Fund; and

WHEREAS, the 2022 budgets include funds to be allocated by the Administrator to be used for compensation of non-union employees; and

WHEREAS, the 2022 Budget includes use of Unassigned Fund Balance in the amount of \$775,000 to cover the abatement for Consolidated Communications approved in 2021 and other properties that are currently being appealed at the Board of Tax and Land Appeals or Superior Court; and

WHEREAS, the Town Council hereby approves the **Water Fund Budget** in the amount of \$1,247,500 and hereby sets the water rate at \$8.43 per hundred cubic feet of metered water billed effective 01/01/22 for Durham water users and at \$9.69 per hundred cubic feet of metered water billed for the new Lee Traffic Circle Water Line Extension users effective 01/01/22; and

WHEREAS, the Town Council hereby approves the **Sewer Fund Budget** in the amount of \$2,968,000 and hereby sets the sewer rate at \$8.98 per hundred cubic feet of metered water billed effective 01/01/22; and

WHEREAS, the Water and Wastewater System Agreement between the Town of Durham and University System of New Hampshire reads "the jointly funded capital reserve fund for the **water system**, in the custody of the Town of Durham's Trustees of the Trust Funds, ... should not exceed \$800,000."; and also reads "the jointly funded capital reserve fund for the **wastewater system**, in the custody of the Town of Durham's Trustees of the Trust Funds, ... should not exceed \$800,000."; and

WHEREAS, it further states "The parties agree to contribute, on a prorated basis, \$40,000 annually to each fund to be comprised of all connection fees received by the Town and the balance to be funded at the cost share ratio outlined..."; the Council after reviewing the FY 2022 Water and Sewer Fund Budgets agree to the transfer of funds to the Water Capital Reserve and Sewer Capital Reserve Funds with the condition that the amount to be transferred will not exceed the surplus available at the end of the year;

WHEREAS, the Town Council hereby approves the **Parking Fund Budget** in the amount of \$362,000; and

WHEREAS, The Town Council hereby approves the **Capital Fund Budget** in the amount of \$5,853,000, with \$954,500 to be raised through property taxes, user fees and general revenues; \$3,630,500 to be raised in revenues from bonds, notes, and other forms of long-term debt; \$1,000,000 to be funded in Federal Funds received from the American Rescue Plan Act of 2021; \$228,000 to be funded from the Fire Department Equipment Capital Reserve Account; and \$40,000 to be funded through the Churchill Rink fund Balance; and

WHEREAS, the Town Council hereby approves the **Depot Road Parking Lot Fund Budget** in the amount of \$130,000; and

WHEREAS, the Town Council hereby approves the **Churchill Rink Fund Budget** in the amount of \$325,400; and

WHEREAS, the Town Council hereby approves the **Library Fund Budget** in the amount of \$568,650 with \$542,900 being funded through a transfer from the general fund and \$25,750 funded by the Library Board of Trustees; and

WHEREAS, the Town Council hereby approves the **Downtown Tax Increment Financing District Budget** in the amount of \$172,000; and


WHEREAS, any transfer of unspent balance or portion thereof from one department to another will occur with the approval of the Town Council in accordance with Section 5.7 of the Town of Durham Charter, except that the Town Council does hereby authorize the Administrator to transfer any balance or portion thereof from the Town Council Contingency fund to any department during 2022; and

WHEREAS, the Administrator will not hire additional regular full-time employees during 2022 without the advice and consent of the Town Council except for those regular full-time positions provided for in the approved 2022 Budget;

NOW, THEREFORE BE IT RESOLVED by the Durham Town Council that an estimated amount of \$10,280,550 (\$10,108,550 of general tax revenue and \$172,000 of Tax Increment Financing District tax revenue) shall be raised by taxation which together with estimated operating revenues of \$18,937,550 for the aggregate amount of \$29,218,100 is hereby raised and appropriated for the use of the several departments of the town government for the fiscal year beginning January 1, 2022.

BE IT FURTHER RESOLVED that the Town Council of the Town of Durham, New Hampshire hereby adopts **RESOLUTION #2021-15 APPROVING** the FY 2022 General Operating Budgets, Capital Fund Budget, and 2022-2031 Capital Improvement Plan by a majority vote of the Durham Town Council. (A Summary of Budgets by Funds accompanies this Resolution, which is attached)

PASSED AND ADOPTED by the Town Council of the Town of Durham, New Hampshire on this 20th day of December, 2021 by Eight (8) affirmative votes, Zero (0) negative votes, and Zero (0) abstentions.


Katherine A. Marple, Chair
Durham Town Council

ATTEST:


Lorrie Pitt, Town Clerk-Tax Collector

SUMMARY OF BUDGETS BY FUND

General Fund	\$17,591,550
Water Fund	\$ 1,247,500
Wastewater (Sewer) Fund	\$ 2,968,000
Parking Fund	\$ 362,000
Capital Fund	\$ 5,853,000
Depot Road Fund	\$ 130,000
Churchill Rink Fund	\$ 325,400
Library Fund	\$ 568,650
TIF District Fund	<u>\$ 172,000</u>
 TOTAL ALL FUNDS	 \$29,218,100