

2023 Town Administrator Proposal

Town of Durham

	1	2	3	4	5	6	7	8	9
	2019	2020	2021	2022	2022	2023	2023	\$ CHANGE	% CHANGE
	EXPENDED	EXPENDED	EXPENDED	APPROPRIATION	EXPENDED	DEPT HEAD	TOWN ADMIN	2022 VS 2023	2022 VS 2023
					AS OF 9/30/2022	PROPOSED	PROPOSED		
	As of Year End	As of Year End	As of Year End	As of December	As of September				
General Fund									
Executive									
Town Council									
01-4130-101-01-020	P-T Wages - Council	14,000.00	13,750.00	14,660.00	20,500.00	7,000.00	20,500.00	20,500.00	0.00
<i>Narrative for Column # 6</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.									
This line also includes funds to pay for the minute taker.									
01-4130-101-02-310	Soc Sec - Council	868.00	852.50	908.92	1,300.00	434.00	1,300.00	1,300.00	0.00
01-4130-101-02-320	Medicare - Council	203.08	199.45	212.66	300.00	101.54	300.00	300.00	0.00
01-4130-101-04-020	Workers Comp - Council	18.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-4130-101-28-000	Professional / Staff Dev - Council	350.00	65.00	0.00	400.00	0.00	150.00	150.00	-250.00 -63%
01-4130-101-29-000	Membership Dues - Council	12,763.00	12,488.00	12,559.00	13,000.00	12,980.00	13,000.00	13,000.00	0.00
<i>Narrative for Column # 6</i>									
New Hampshire Municipal Association									
01-4130-101-36-000	Contracted Services - Council	8,403.75	7,560.00	2,126.25	2,000.00	0.00	0.00	0.00	-2,000.00 -100%
<i>Narrative for Column # 6</i>									
Previously the minute taker was paid out of this account.									
01-4130-101-88-000	Contingency - Council	108,235.79	0.00	2,000.00	95,465.00	50,617.17	125,000.00	125,000.00	29,535.00 31%
01-4130-101-89-000	Miscellaneous - Council	1,868.29	2,967.84	339.96	2,000.00	3,397.59	2,500.00	2,000.00	0.00
01-4130-101-96-000	Capital - Council	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Town Council Total		146,709.91	37,882.79	32,806.79	134,965.00	74,530.30	162,750.00	162,250.00	27,285.00 20%

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	As of Year End	As of Year End	As of Year End	As of December	AS OF 9/30/2022 As of September	PROPOSED	PROPOSED		
Treasurer									
01-4130-104-01-020	P-T Wages - Treasurer	5,600.00	5,600.00	5,600.00	5,600.00	4,200.00	5,600.00	5,600.00	0.00
<i>Narrative for Column # 6</i> The Treasurer earns \$5,200 per year and the Deputy Treasurer earns \$400 per year.									
01-4130-104-01-920	Wage Accrual - Treasurer	20.00	40.00	20.00	0.00	-200.00	0.00	0.00	0.00
01-4130-104-02-310	Soc Sec - Treasurer	348.44	349.68	348.44	300.00	248.00	350.00	350.00	50.00 17%
01-4130-104-02-320	Medicare - Treasurer	81.49	81.78	81.49	100.00	58.00	80.00	80.00	-20.00 -20%
Treasurer Total		6,049.93	6,071.46	6,049.93	6,000.00	4,306.00	6,030.00	6,030.00	30.00 1%

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					AS OF 9/30/2022	PROPOSED	PROPOSED		
	As of Year End	As of Year End	As of Year End	As of December	As of September				

Elections

Moderator

01-4140-102-01-020	P-T Wages - Moderator	912.00	912.00	912.00	1,300.00	456.00	1,300.00	1,300.00	0.00	
01-4140-102-02-310	Soc Sec - Moderator	56.54	56.54	56.54	100.00	28.27	100.00	100.00	0.00	
01-4140-102-02-320	Medicare - Moderator	13.22	13.22	13.22	100.00	6.61	100.00	100.00	0.00	
01-4140-102-04-020	Workers Comp - Moderator	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-4140-102-89-000	Miscellaneous - Moderator	2,297.50	6,959.35	2,128.90	3,500.00	4,136.70	3,500.00	3,500.00	0.00	
01-4140-102-96-000	Capital - Moderator	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Moderator Total		3,279.26	7,941.11	3,110.66	5,000.00	4,627.58	5,000.00	5,000.00	0.00	0%

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					AS OF 9/30/2022	PROPOSED	PROPOSED			
	As of Year End	As of Year End	As of Year End	As of December	As of September					
Supervisors of the Checklist										
01-4140-105-01-020	P-T Wages - Supr of the Cklist	3,401.00	14,600.25	3,733.00	10,500.00	2,123.25	3,300.00	3,300.00	-7,200.00	-69%
01-4140-105-01-920	Wage Accrual - Supr of the Cklist	852.00	-852.00	339.25	0.00	-339.25	0.00	0.00	0.00	
01-4140-105-02-310	Soc Sec - Supr of the Cklist	263.70	852.41	252.48	700.00	110.60	200.00	200.00	-500.00	-71%
01-4140-105-02-320	Medicare - Supr of the Cklist	61.67	199.34	59.05	200.00	25.87	100.00	100.00	-100.00	-50%
01-4140-105-26-000	Postage - Supr of the Cklist	0.00	0.00	0.00	550.00	0.00	0.00	0.00	-550.00	-100%
01-4140-105-45-000	General Supplies - Supr of the Cklist	0.00	0.00	0.00	600.00	0.00	100.00	100.00	-500.00	-83%
01-4140-105-89-000	Miscellaneous - Supr of the Cklist	78.95	146.35	4,742.51	0.00	0.00	0.00	0.00	0.00	
Supervisors of the Checklist Total		4,657.32	14,946.35	9,126.29	12,550.00	1,920.47	3,700.00	3,700.00	-8,850.00	-71%

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		EXPENDED	EXPENDED	EXPENDED	APPROPRIATION	EXPENDED	DEPT HEAD	TOWN ADMIN	2022 VS 2023	2022 VS 2023
						AS OF 9/30/2022	PROPOSED	PROPOSED		
		As of Year End	As of Year End	As of Year End	As of December	As of September				
Town Clerk										
01-4140-103-01-010	F-T Wages - Town Clerk	124,670.39	128,965.22	133,074.16	135,100.00	105,448.08	137,800.00	137,800.00	2,700.00	2%
	<i>Narrative for Column # 6</i>									
	Wages for elected Town Clerk/Tax Collector, as well as for Deputy Town Clerk/Tax Collector.									
01-4140-103-01-020	P-T Wages - Town Clerk	36,404.90	41,910.06	37,679.22	42,700.00	26,289.23	44,000.00	44,000.00	1,300.00	3%
	<i>Narrative for Column # 6</i>									
	These wages are for the current part-time employee who works 25 hours a week.									
01-4140-103-01-030	O-T Wages - Town Clerk	452.46	7,231.11	1,183.24	1,000.00	2,122.35	2,000.00	2,000.00	1,000.00	100%
01-4140-103-01-090	Ins Buy-Out (Wages) - Town Clerk	19,758.70	17,290.78	17,661.41	20,100.00	11,965.46	3,200.00	3,400.00	-16,700.00	-83%
01-4140-103-01-910	Wage Accrual - Town Clerk	1,469.54	1,205.13	1,601.10	0.00	-7,184.85	0.00	0.00	0.00	
01-4140-103-01-990	Ins Buy-Out (Wages) Accrual - Town Clerk	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-4140-103-02-310	Soc Sec - Town Clerk	11,330.85	12,189.33	11,854.40	12,300.00	9,023.95	12,700.00	11,600.00	-700.00	-6%
01-4140-103-02-320	Medicare - Town Clerk	2,649.89	2,850.74	2,772.41	2,900.00	2,110.43	3,000.00	2,700.00	-200.00	-7%
01-4140-103-02-330	Retirement - Town Clerk	14,071.80	14,902.61	17,182.98	19,100.00	14,413.23	19,300.00	19,300.00	200.00	1%
01-4140-103-03-610	Health & Dental - Town Clerk	12,045.88	31,768.68	32,344.20	33,300.00	27,436.77	60,800.00	60,300.00	27,000.00	81%
01-4140-103-03-630	Life - Town Clerk	242.00	246.00	228.00	200.00	190.00	200.00	200.00	0.00	
01-4140-103-03-640	STD - Town Clerk	638.80	728.38	732.00	800.00	647.06	700.00	700.00	-100.00	-13%
01-4140-103-04-010	S.U.T.A. - Town Clerk	44.00	0.00	60.00	100.00	40.00	100.00	100.00	0.00	
01-4140-103-04-020	Workers Comp - Town Clerk	276.00	300.00	125.00	300.00	200.00	300.00	300.00	0.00	
01-4140-103-08-000	Travel & Mileage Reimb - Town Clerk	1,025.14	0.00	532.56	600.00	591.82	800.00	800.00	200.00	33%
01-4140-103-17-000	Telephone / Fax - Town Clerk	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-4140-103-18-000	Cell Phones - Town Clerk	1,590.33	517.46	494.46	750.00	370.09	750.00	750.00	0.00	
01-4140-103-25-000	Office & Computer Supplies - Town Clerk	2,012.16	0.00	0.00	0.00	331.67	0.00	0.00	0.00	
01-4140-103-26-000	Postage - Town Clerk	5,948.09	8,666.28	6,626.01	5,500.00	4,306.86	5,500.00	5,500.00	0.00	
01-4140-103-28-000	Professional / Staff Dev - Town Clerk	1,535.00	493.54	1,650.00	2,100.00	1,870.43	2,100.00	2,100.00	0.00	
01-4140-103-29-000	Membership Dues - Town Clerk	115.00	195.92	140.00	200.00	80.00	200.00	200.00	0.00	
01-4140-103-36-000	Contracted Services - Town Clerk	12,330.02	11,754.16	15,070.03	12,500.00	11,168.16	14,000.00	13,500.00	1,000.00	8%
	<i>Narrative for Column # 6</i>									
	Funds in this account are used for copier lease, outside processing of payments and armored car service for deposits.									
01-4140-103-45-000	General Supplies - Town Clerk	1,254.05	3,322.34	2,384.69	2,200.00	1,685.67	2,200.00	2,200.00	0.00	
01-4140-103-53-000	Office Equip Maint - Town Clerk	1,305.00	0.00	37.00	300.00	0.00	300.00	300.00	0.00	
01-4140-103-89-000	Miscellaneous - Town Clerk	277.52	126.27	146.86	200.00	269.22	200.00	200.00	0.00	
01-4140-103-90-002	State/Registry of Deeds Fees	5,970.20	7,037.72	7,254.04	6,200.00	131.18	1,000.00	1,000.00	-5,200.00	-84%
Town Clerk Total		257,417.72	291,701.73	290,833.77	298,450.00	213,506.81	311,150.00	308,950.00	10,500.00	4%