



## Department of Public Works

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Director's Office

**TO:** Todd Selig, Town of Durham, Administrator  
Gail Jablonski, Town of Durham, Business Manager

**FROM:** Richard Reine, Town of Durham, Public Works Director

**DATE:** October 15, 2023

**SUBJECT:** Proposed Fiscal Year 2024 Public Works Budget

On behalf of the Durham Public Works team, I am pleased to submit the proposed fiscal year 2024 Public Works Department Operating and Capital Budgets for your review and consideration.

This year once again, the budget development process was a collaborative effort involving Public Works Division Supervisors and many of the Durham Public Works team members with the goal of gaining valuable insight regarding operational priorities and current challenges. The process began in early summer with a kickoff meeting where the Public Works Director conveyed the fiscal challenges and economic headwinds we faced, along with the goal of delivering a fiscally conservative budget.

Over this current fiscal year, the Department continued to aggressively pursue several grants and federal funding opportunities which have been incorporated within the proposed 2024 budget plan. This includes successfully securing 45% of the total funding required to replace the existing diesel-powered solid waste collection fleet with fully electric refuse collection trucks through the Diesel Emissions Reduction Act (DERA). In addition, the Department and its project partners applied for \$1.9 million in grant funding for the Phase 2 Wagon Hill Farm Living Shoreline Restoration, and partnering with the Durham Heritage Commission/HDC and Durham Historic Association, in the development of a \$321,000 grant funding request to leverage existing capital funds for the initial phase of the Bickford Chesley House at Wagon Hill Farm restoration, to name just a few.

The Durham Public Works team is entrusted with providing consistent and uninterrupted delivery of essential services to the public. This includes potable water for drinking and

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fire protection, winter storm response for public safety, solid waste and recycling collection and disposal, along with wastewater treatment for the protection of public health and sustainability, transportation network maintenance for the safety of the traveling public, fleet services and general infrastructure, facility, and grounds maintenance.

This mission of the Durham Public Works Department has become increasingly more challenging with the continued national trend experienced since the Covid-19 pandemic of supply chain constraints, extended lead times and substantial price escalation. This has resulted in historically high costs for construction, public works equipment and of goods and services. The fiscal year 2024 proposed budget is sensitive to the ongoing financial challenge citizens are experiencing and attempts to minimize increases while finding efficiencies and cost savings, where possible.

The fiscal year 2024 proposed budget endeavors to align the Department's spending plan with the Town's strategic priorities consistent with Town Council, Town Administrator and Community's goals. This includes 1) appropriate investments in infrastructure and technology to ensure dependable and predictable performance 2) system maintenance 3) planning for environmental and economic sustainability 4) maintaining compliance with the Town's regulatory permits 5) ongoing engagement to inform the citizenry of projects and programs 6) protecting and valuing our team members by providing safe and positive work environments and 7) building resiliency into our infrastructure planning efforts. The proposed fiscal year 2024 recommended budget will provide the necessary resources to continue to meet the high level of service and expectations Durham is accustomed to receiving.

The largest increase in the operating budgets are structural in nature and include contractual compensation increases. Increases can also be attributed to the cost of commodities such as, electricity, fuel, asphalt, concrete, and consumable materials.

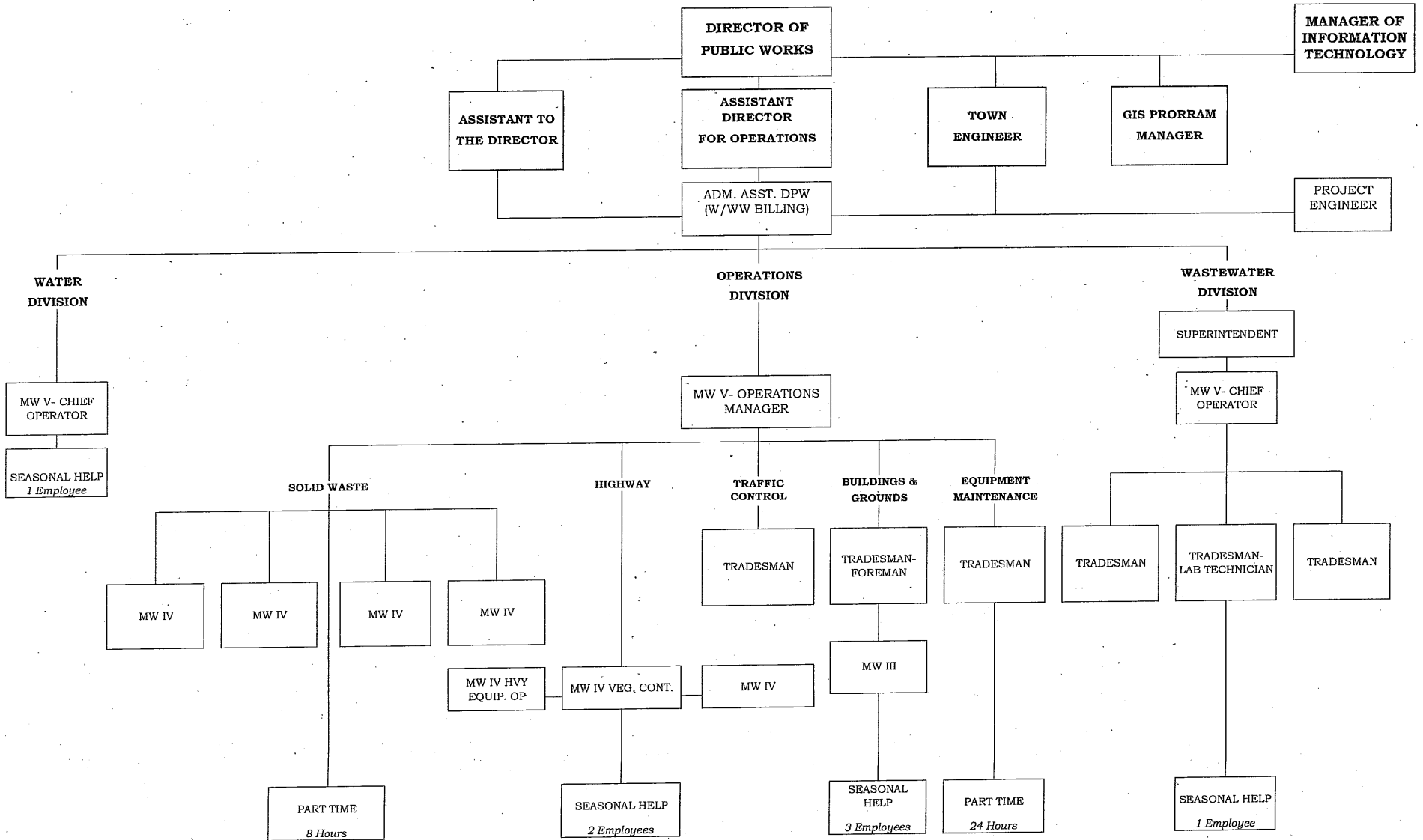
The proposed fiscal year 2024 General fund budget includes 24 individual operational budgets and 18 capital improvement project requests inclusive of Operations, Engineering, Sanitation, and Administration. Additionally, the Water and Wastewater Special Revenue Funds include five individual operating budgets for the Water Fund and six for the Wastewater Fund along with four fiscal year 2024 capital improvement project requests for the Water Division and five capital improvement project requests for the Wastewater Division. The Water and Wastewater budgets also support debt service for larger projects and equipment along with funding transfers to the general fund for services provided.

The Public Works budget continues to include the cost for maintenance needs of other Town Departments inclusive of HVAC, MEP, maintenance, electrical, contracted cleaning services, and supplies. The Public Works budget is responsible for vehicle maintenance for all Departments, with the exception of Fire and Police.

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The fiscal year 2024 proposed budget document includes many contributions of all Durham Public Works team members. I would like to express my thanks and appreciation to the Durham Public Works Team and all those staff involved in the budget preparation for their skill, leadership, professionalism and commitment to the Town of Durham and the Durham Public Works organization. I'm honored to serve this team in the capacity of Durham Public Works Director and look forward to a safe and productive fiscal year 2024.

# Department of Public Works Organizational Chart 2024



# 2024 TOWN ADMINISTRATOR PROPOSED

Town of Durham

		1	2	3	4	5	6	7	8	9
		2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024
		ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	% Difference	\$ Difference
					BUDGET		Proposed	Proposed		
		As of Year End	As of Year End	As of Year End		As of September				
<b>Town Hall Bldg</b>										
01-4194-802-01-010	F-T Wages - Town Hall	1,294.90	1,595.28	1,777.69	3,300.00	2,343.24	4,100.00	4,100.00	24%	800.00
01-4194-802-01-030	O-T Wages - Town Hall	80.68	53.74	97.68	200.00	0.00	200.00	200.00		0.00
01-4194-802-02-310	Soc Sec - Town Hall	85.30	102.26	116.25	200.00	145.29	300.00	300.00	50%	100.00
01-4194-802-02-320	Medicare - Town Hall	19.96	23.91	27.20	100.00	33.97	100.00	100.00		0.00
01-4194-802-02-330	Retirement - Town Hall	153.65	214.88	263.69	500.00	322.71	600.00	600.00	20%	100.00
01-4194-802-15-000	Electricity - Town Hall	13,041.81	14,320.26	20,967.19	26,900.00	17,033.75	26,900.00	22,000.00	-18%	-4,900.00
	<i>Narrative for Column # 6</i>									
	This line will cover the cost of electricity at the Town Hall for 90,500 kWh (2022 consumption) based on the current supply price of \$0.205/kWh and other structural charges including 3-Phase, Distribution, Transmission, Stranded Cost Recovery and System Benefit Charges.									
	<i>Narrative for Column # 7</i>									
	Town Administrator reduced supply price to \$0.1575/kWh.									
01-4194-802-16-000	Heating Fuel - Town Hall	2,778.35	3,184.34	3,881.36	3,700.00	2,684.66	3,700.00	3,700.00		0.00
	<i>Narrative for Column # 6</i>									
	Natural gas to power the heating system and generator. Based on the previous two year average of 2,304 therms. While the price per therm has decreased in the near-term, this commodity market has been highly volatile in recent years.									
01-4194-802-17-000	Telephone / Fax - Town Hall	1,740.00	2,064.00	2,274.00	2,200.00	1,938.00	2,200.00	2,200.00		0.00
	<i>Narrative for Column # 6</i>									
	Telephone and fax lines for the building.									
01-4194-802-19-000	Water / Sewer - Town Hall	558.64	858.90	858.61	800.00	441.97	800.00	800.00		0.00
	<i>Narrative for Column # 6</i>									
	This line will cover the cost of potable drinking water and its associated sewer fees from the UNH/Durham Water System.									
01-4194-802-36-000	Contracted Services - Town Hall	6,880.68	5,387.04	7,621.52	6,800.00	2,912.71	13,000.00	13,000.00	91%	6,200.00
	<i>Narrative for Column # 6</i>									
	This line includes the following yearly contracted services:									
	1) Pest Control: \$95/month = \$1140/year									
	2) Rug Rental: \$250/month = \$3000/year									
	3) Elevator Inspections: \$650/year									
	4) Fire Alarm System Inspections: \$675/year									
	5) Generator Service: \$400/year									
	6) Boiler/Pressure Valve Inspections: \$50/year									
	7) Fire Extinguisher Inspections: \$125/year									
	8) Sprinkler System Inspection: \$500/year									
	9) Duress Alarm Testing: \$330/year									
	10) HVAC Preventative Maintenance: \$3000/year									
	Included in this funding request is \$3000 for painting of the basement hallways. Funding will be included in subsequent years for painting of the 1st and 2nd floors. The balance of this line will be used to remediate deficiencies found during these services.									
01-4194-802-40-000	Cleaning Service - Town Hall	28,630.03	25,384.80	25,409.64	22,000.00	18,413.22	22,000.00	22,000.00		0.00
	<i>Narrative for Column # 6</i>									
	Cleaning interior of Town Hall four days a week for eight months per year and five days a week the remaining four months at \$100/day.									
01-4194-802-45-000	General Supplies - Town Hall	1,744.98	2,349.89	2,591.34	2,400.00	855.27	2,400.00	2,400.00		0.00
	<i>Narrative for Column # 6</i>									
	Supplies include hand soap, keys, paper products and trash bags.									

# 2024 TOWN ADMINISTRATOR PROPOSED

Town of Durham

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	2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024
	ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	% Difference	\$ Difference
				BUDGET		Proposed	Proposed		
	As of Year End	As of Year End	As of Year End		As of September				
<b>01-4194-802-51-000</b> Building Maintenance - Town Hall	2,387.82	2,054.73	1,692.44	1,000.00	1,369.72	1,000.00	1,000.00		0.00
<i>Narrative for Column # 6</i>									
Parts and supplies required to maintain facility infrastructure including light bulbs, ceiling and floor tiles, electrical outlets and fixtures, batteries for faucets and thermostats, plumbing supplies and fixtures, structural materials and filters for the water fountain.									
<b>01-4194-802-52-000</b> Equip Maint (Other Than Office) - Town Hall	0.00	1,800.00	4,599.64	1,800.00	3,348.45	1,800.00	1,800.00		0.00
<i>Narrative for Column # 6</i>									
Routine maintenance of the mechanical equipment such as A/C, heat detectors, fire extinguishers, smoke detectors, furnaces and the fire and security panels.									
<b>01-4194-802-69-000</b> Alarm System Monitoring - Town Hall	0.00	550.00	350.00	900.00	0.00	900.00	900.00		0.00
<i>Narrative for Column # 6</i>									
Annual cost for the fire alarm system monitoring (\$550) and security alarm system monitoring (\$350) through Minuteman Security, Inc.									
<b>01-4194-802-89-000</b> Miscellaneous - Town Hall	113.00	252.28	1,049.00	1,000.00	611.64	1,000.00	1,000.00		0.00
<i>Narrative for Column # 6</i>									
Funding to cover contractor/material costs for unanticipated projects.									
<b>Town Hall Bldg Total</b>	<b>59,509.80</b>	<b>60,196.31</b>	<b>73,577.25</b>	<b>73,800.00</b>	<b>52,454.60</b>	<b>81,000.00</b>	<b>76,100.00</b>	<b>3%</b>	<b>2,300.00</b>

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Town of Durham

	1	2	3	4	5	6	7	8	9	
	2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024	
	ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	% Difference	\$ Difference	
				BUDGET		Proposed	Proposed			
	As of Year End	As of Year End	As of Year End		As of September					
<b>District Court Bldg</b>										
01-4194-803-01-010	F-T Wages - Court House	1,627.80	3,235.47	966.10	2,900.00	2,066.54	4,100.00	4,100.00	41%	1,200.00
01-4194-803-01-030	O-T Wages - Court House	0.00	189.41	0.00	200.00	0.00	200.00	200.00		0.00
01-4194-803-02-310	Soc Sec - Court House	113.48	201.35	58.35	200.00	128.16	300.00	300.00	50%	100.00
01-4194-803-02-320	Medicare - Court House	26.51	47.06	13.66	100.00	29.97	100.00	100.00		0.00
01-4194-803-02-330	Retirement - Court House	204.44	368.63	132.31	400.00	283.93	600.00	600.00	50%	200.00
01-4194-803-15-000	Electricity - Court House	2,138.16	2,646.40	5,814.48	5,500.00	5,483.21	8,800.00	7,500.00	36%	2,000.00
<i>Narrative for Column # 6</i>										
This line will cover the cost of electricity at the Courthouse for 24,213 kWh (2022 consumption) based on the current supply price of \$0.205/kWh and other structural charges including 3-Phase, Distribution, Transmission, Stranded Cost Recovery and System Benefit Charges.										
<i>Narrative for Column # 7</i>										
Town Administrator reduced supply price to \$0.1575/kWh.										
01-4194-803-16-000	Heating Fuel - Court House	4,638.46	5,136.18	4,866.44	4,000.00	1,806.75	4,000.00	4,000.00		0.00
<i>Narrative for Column # 6</i>										
Natural gas to power the heating system. DPW converted from an oil-fired to natural gas boiler during the summer of 2022 which included running a new service to the facility. Based on a 08/2022 to 07/2023 consumption of 1,130 therms. While the price per therm has decreased in the near-term, this commodity market has been highly volatile in recent years.										
01-4194-803-19-000	Water / Sewer - Court House	32.64	66.45	1,183.18	300.00	939.53	300.00	300.00		0.00
<i>Narrative for Column # 6</i>										
The line will cover the cost of potable drinking water and its associated sewer fees from the UNH/Durham Water System.										
01-4194-803-36-000	Contracted Services - Court House	16,317.60	11,478.84	1,022.50	2,500.00	985.00	5,500.00	5,500.00	120%	3,000.00
<i>Narrative for Column # 6</i>										
1) Pest Control: \$96/month = \$1,152 2) Elevator Inspections: \$200/year 3) Fire Alarm System Inspection: \$450/year 4) Boiler/Pressure Vessel Inspections: \$50/year 5) Fire Extinguisher Inspections: \$110/year 6) HVAC Preventative Maintenance: \$3000/year The balance of this line will be used to remediate deficiencies found during these services.										
01-4194-803-40-000	Cleaning Service - Court House	330.00	900.00	1,560.00	1,800.00	1,332.00	1,800.00	1,800.00		0.00
<i>Narrative for Column # 6</i>										
Cleaning interior of Courthouse once per week for eight months and twice per week for the remaining four months at \$30/day.										
01-4194-803-45-000	General Supplies - Court House	379.56	137.71	0.00	500.00	194.98	500.00	500.00		0.00
01-4194-803-51-000	Building Maintenance - Court House	20,295.87	13,167.66	8,679.68	17,000.00	906.44	17,000.00	17,000.00		0.00
<i>Narrative for Column # 6</i>										
Planned improvements in 2024 include phase II of the masonry repointing project and exterior painting. Funding request will also cover parts and supplies required to maintain facility infrastructure including light bulbs and fixtures, electrical outlets and fixtures, plumbing supplies and fixtures, paint, and structural materials.										
01-4194-803-52-000	Equip Maint (Other Than Office) - Court House	250.00	421.00	110.00	700.00	0.00	700.00	700.00		0.00
<i>Narrative for Column # 6</i>										
Routine maintenance of the mechanical equipment such as A/C, heat detectors, fire extinguishers, smoke detectors, furnaces and the fire and security panels.										

# 2024 TOWN ADMINISTRATOR PROPOSED

Town of Durham

	1 2020 ACTUAL As of Year End	2 2021 ACTUAL As of Year End	3 2022 ACTUAL As of Year End	4 2023 APPROVED BUDGET	5 2023 Expended As of September	6 2024 Dept Head Proposed	7 2024 Town Admin Proposed	8 2023 vs 2024 % Difference	9 2023 vs 2024 \$ Difference
01-4194-803-69-000 Alarm System Monitoring - Court House	870.00	1,668.00	1,601.00	1,800.00	1,519.00	1,800.00	1,800.00		0.00
<i>Narrative for Column # 6</i> Annual cost for fire alarm system monitoring through Minuteman Security, Inc. This line will also cover the cost of annual telephone/fax infrastructure.									
<b>District Court Bldg Total</b>	<b>47,224.52</b>	<b>39,664.16</b>	<b>26,007.70</b>	<b>37,900.00</b>	<b>15,675.51</b>	<b>45,700.00</b>	<b>44,400.00</b>	<b>17%</b>	<b>6,500.00</b>



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## Town of Durham

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		ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	% Difference	\$ Difference
					BUDGET		Proposed	Proposed		
		As of Year End	As of Year End	As of Year End		As of September				
<b>Police Station</b>										
01-4194-809-01-010	F-T Wages - Police Station	2,296.45	714.78	771.87	2,800.00	2,264.52	4,100.00	4,100.00	46%	1,300.00
01-4194-809-01-030	O-T Wages - Police Station	0.00	50.34	20.48	400.00	0.00	400.00	400.00		0.00
01-4194-809-02-310	Soc Sec - Police Station	142.38	47.42	52.52	200.00	137.02	300.00	300.00	50%	100.00
01-4194-809-02-320	Medicare - Police Station	33.28	11.08	12.30	100.00	32.03	100.00	100.00		0.00
01-4194-809-02-330	Retirement - Police Station	256.53	93.51	119.09	400.00	303.49	600.00	600.00	50%	200.00
01-4194-809-15-000	Electricity - Police Station	13,719.02	13,471.77	20,585.35	26,300.00	16,967.72	26,300.00	21,100.00	-20%	-5,200.00
	<i>Narrative for Column # 6</i>									
	This line will cover the cost of electricity at the Police Station for 89,925 kWh (2022 consumption) based on the current supply price of \$0.205/kWh and other structural charges including 3-Phase, Distribution, Transmission, Stranded Cost Recovery and System Benefit Charges.									
	<i>Narrative for Column # 7</i>									
	Town Administrator reduced supply price to \$0.1575/kWh.									
01-4194-809-16-000	Heating Fuel - Police Station	4,441.85	4,848.27	5,652.65	5,800.00	4,672.02	5,800.00	5,800.00		0.00
	<i>Narrative for Column # 6</i>									
	Natural gas to power the heating system and generator. Based on a two year average of 3,078 therms. While the price per therm has decreased in the near-term, this commodity market has been highly volatile in recent years.									
01-4194-809-36-000	Contracted Services - Police Station	15,870.38	5,650.28	5,875.17	19,000.00	20,235.01	7,000.00	7,000.00	-63%	-12,000.00
	<i>Narrative for Column # 6</i>									
	1) Pest Control: \$66/month = \$792/year 2) Rug Rental: \$60/month = \$720/year 3) Elevator Inspections: \$550/year 4) Fire Alarm System Inspections: \$350/year 5) Generator Service: \$400/year 6) Boiler/Pressure Vessel Inspections: \$100/year 7) Fire Extinguisher Inspections: \$125/year 8) Septic System Pumping: \$600/year 9) HVAC Preventative Maintenance: \$3000/year									
	The balance of this line will be used to remediate deficiencies found during these services.									
01-4194-809-40-000	Cleaning Service - Police Station	26,969.76	26,420.92	26,185.08	26,000.00	18,541.52	26,000.00	26,000.00		0.00
	<i>Narrative for Column # 6</i>									
	Cleaning interior of Police Station five days per week for 12 months at \$100 per day.									
01-4194-809-45-000	General Supplies - Police Station	2,621.87	2,378.18	1,379.48	2,300.00	1,756.24	2,300.00	2,300.00		0.00
	<i>Narrative for Column # 6</i>									
	Supplies include hand soap, keys, paper products, and trash bags.									
01-4194-809-51-000	Building Maintenance - Police Station	891.45	2,609.62	32,608.46	1,500.00	975.17	1,500.00	1,500.00		0.00
	<i>Narrative for Column # 6</i>									
	Parts and supplies required to maintain facility infrastructure including light bulbs, ceiling and floor tiles, electrical outlets and fixtures, batteries for faucets and thermostats, plumbing supplies and fixtures, paint and structural materials.									
01-4194-809-52-000	Equip Maint (Other Than Office) - Police Station	0.00	1,168.50	2,045.48	1,200.00	1,232.95	1,200.00	1,200.00		0.00
	<i>Narrative for Column # 6</i>									
	Routine maintenance of the mechanical equipment such as A/C, heat detectors, fire extinguishers, smoke detectors, furnaces and the fire and security panels.									

## 2024 TOWN ADMINISTRATOR PROPOSED

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	1 2020 ACTUAL  As of Year End	2 2021 ACTUAL  As of Year End	3 2022 ACTUAL  As of Year End	4 2023 APPROVED BUDGET  As of September	5 2023 Expended	6 2024 Dept Head Proposed	7 2024 Town Admin Proposed	8 2023 vs 2024 % Difference	9 2023 vs 2024 \$ Difference
01-4194-809-69-000 Alarm System Monitoring - Police Station	870.00	1,582.00	1,687.00	1,300.00	1,519.00	1,300.00	1,300.00		0.00
<i>Narrative for Column # 6</i> Annual cost for fire alarm system monitoring through Minuteman Security, Inc. This line will also cover the cost of annual telephone/fax infrastructure.									
<b>Police Station Total</b>	<b>68,112.97</b>	<b>59,046.67</b>	<b>96,994.93</b>	<b>87,300.00</b>	<b>68,636.69</b>	<b>76,900.00</b>	<b>71,700.00</b>	<b>-18%</b>	<b>-15,600.00</b>

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		ACTUAL	ACTUAL	ACTUAL	APPROVED BUDGET	Expended	Dept Head Proposed	Town Admin Proposed	% Difference	\$ Difference
		As of Year End	As of Year End	As of Year End	As of September					
<b>Library Building</b>										
01-4194-812-01-010	F-T Wages - Library Building	1,388.00	952.18	1,614.28	2,800.00	2,279.84	4,100.00	4,100.00	46%	1,300.00
01-4194-812-02-310	Soc Sec - Library Building	86.06	60.60	98.53	200.00	141.37	300.00	300.00	50%	100.00
01-4194-812-02-320	Medicare - Library Building	20.11	14.17	23.04	100.00	33.06	100.00	100.00		0.00
01-4194-812-02-330	Retirement - Library Building	155.05	120.69	223.47	400.00	314.22	600.00	600.00	50%	200.00
01-4194-812-15-000	Electricity - Library Building	13,877.33	16,754.58	25,483.19	29,500.00	19,364.73	30,000.00	25,300.00	-14%	-4,200.00
	<i>Narrative for Column # 6</i>	This line will cover the cost of electricity at the Library for 97,680 kWh (2022 consumption) based on the current supply price of \$0.203/kWh and other structural charges including 3-Phase, Distribution, Transmission, Stranded Cost Recovery and System Benefit Charges. This line also includes funding for 2,000 kWh of electricity for the new Charge Point EV charging station which has an additional charging port.								
	<i>Narrative for Column # 7</i>	Town Administrator reduced supply price to \$0.1575/kWh.								
01-4194-812-16-000	Heating Fuel - Library Building	3,217.71	4,343.38	5,485.20	5,250.00	3,578.65	5,500.00	5,500.00	5%	250.00
	<i>Narrative for Column # 6</i>	Natural gas to power the heating system and generator. Based on a two year average of 3,430 therms. While the price per therm has decreased in the near-term, this commodity market has been highly volatile in recent years.								
01-4194-812-19-000	Water & Sewer - Library Building	414.53	394.73	806.03	800.00	440.38	800.00	800.00		0.00
01-4194-812-36-000	Contracted Services - Library Building	6,494.90	3,773.57	7,376.92	5,000.00	4,653.92	8,000.00	8,000.00	60%	3,000.00
	<i>Narrative for Column # 6</i>	1) Pest Control: \$144/month = \$1728/year 2) Elevator Inspections: \$675/year 3) Fire Alarm System Inspections: \$675/year 4) Generator Service: \$400/year 5) Boiler/Pressure Vessel Inspections: \$100/year 6) Fire Extinguisher Inspections: \$125/year 7) Sprinkler System Inspections: \$300/year 8) Duress Alarm Testing: \$330/year 9) HVAC Preventative Maintenance: \$3000/year  The balance of this line will be used to remediate deficiencies found during these services.								
01-4194-812-40-000	Cleaning Services - Library Building	19,900.00	24,800.00	24,100.00	26,000.00	17,800.00	32,000.00	32,000.00	23%	6,000.00
	<i>Narrative for Column # 6</i>	Cleaning interior of Library five days per week for 12 months at \$100/day. This line includes \$6000 in funding to deep clean the flooring materials at the facility as requested by the Library Trustees.								
01-4194-812-45-000	General Supplies - Library Building	1,595.60	447.43	680.18	2,400.00	358.60	2,400.00	2,400.00		0.00
	<i>Narrative for Column # 6</i>	Supplies include hand soap, keys, paper products, and trash bags.								
01-4194-812-51-000	Building maint - Library Building	805.67	4,287.51	6,674.13	5,000.00	497.76	5,000.00	5,000.00		0.00
	<i>Narrative for Column # 6</i>	Parts and supplies required to maintain the facility infrastructure including light bulbs, ceiling and floor tiles, electrical outlets and fixtures, batteries for thermostats, plumbing supplies and fixtures, paint, structural materials and filters for the water fountain.								
01-4194-812-69-000	Alarm System Monitoring - Library Building	0.00	0.00	350.00	900.00	0.00	900.00	900.00		0.00
	<i>Narrative for Column # 6</i>	Annual cost for fire alarm system (\$550) and security alarm system (\$350) monitoring through Minuteman Security, Inc.								
<b>Library Building Total</b>		<b>47,954.96</b>	<b>55,948.84</b>	<b>72,914.97</b>	<b>78,350.00</b>	<b>49,462.53</b>	<b>89,700.00</b>	<b>85,000.00</b>	<b>8%</b>	<b>6,650.00</b>

# 2024 TOWN ADMINISTRATOR PROPOSED

## Town of Durham

		1 2020 ACTUAL As of Year End	2 2021 ACTUAL As of Year End	3 2022 ACTUAL As of Year End	4 2023 APPROVED BUDGET	5 2023 Expended As of September	6 2024 Dept Head Proposed	7 2024 Town Admin Proposed	8 2023 vs 2024 % Difference	9 2023 vs 2024 \$ Difference
<b>Public Works Bldg</b>										
01-4194-821-01-010	F-T Wages - P.W. Bldg	1,445.35	1,585.34	292.19	3,200.00	2,515.03	4,100.00	4,100.00	28%	900.00
01-4194-821-01-030	O-T Wages - P.W. Bldg	0.00	0.00	0.00		132.27	0.00	0.00		0.00
01-4194-821-02-310	Soc Sec - P.W. Bldg	89.62	98.31	18.10	200.00	164.14	300.00	300.00	50%	100.00
01-4194-821-02-320	Medicare - P.W. Bldg	20.95	22.99	4.24	100.00	38.40	100.00	100.00		0.00
01-4194-821-02-330	Retirement - P.W. Bldg	161.45	193.68	41.08	400.00	364.57	600.00	600.00	50%	200.00
01-4194-821-15-000	Electricity - P.W. Bldg	9,565.19	10,494.43	13,413.97	19,400.00	10,862.02	19,400.00	13,200.00	-32%	-6,200.00
<i>Narrative for Column # 6</i>										
This line will cover the cost of electricity at the Public Works facility for 57,760 kWh (2022 consumption) based on the current supply price of \$0.203/kWh and other structural charges including 3-Phase, Distribution, Transmission, Stranded Cost Recovery and System Benefit Charges.										
<i>Narrative for Column # 7</i>										
Town Administrator reduced supply price to \$0.1575/kWh.										
01-4194-821-16-000	Heating Fuel - P.W. Bldg	9,979.09	10,689.78	12,869.88	11,000.00	10,151.81	13,000.00	13,000.00	18%	2,000.00
<i>Narrative for Column # 6</i>										
Natural gas to power the heating system and generator. Based on a two year average of 7,870 therms. While the price per therm has decreased in the near-term, this commodity market has been highly volatile in recent years.										
01-4194-821-36-000	Contracted Services - P.W. Bldg	12,404.13	6,797.38	5,989.08	5,000.00	3,243.84	9,000.00	9,000.00	80%	4,000.00
<i>Narrative for Column # 6</i>										
This line includes the following yearly contracted services:										
1) Pest Control: \$113/month = \$1356/year										
2) Rug Rental: \$70/month = \$840/year										
3) Fire Alarm System Inspections: \$450/year										
4) Generator Service: \$400/year										
5) Boiler/Pressure Valve Inspections: \$50/year										
6) Fire Extinguisher Inspections: \$125/year										
7) Septic System Pumping: \$600/year										
8) Used Oil Tank Pumping: \$800/year										
9) HVAC Preventative Maintenance: \$3000/year										
Additionally, \$200 is included in 2024 for the purchase and installation of an automated external defibrillator. The balance of this line will be used to remediate deficiencies found during these services.										
01-4194-821-40-000	Cleaning Service - P.W. Bldg	11,892.97	14,480.37	16,386.71	15,600.00	12,459.86	17,600.00	17,600.00	13%	2,000.00
<i>Narrative for Column # 6</i>										
Cleaning interior Public Works facility five days per week for 12 months per year at \$60/day. This line also includes the annual cost of \$2000 to wax the office floors.										
01-4194-821-45-000	General Supplies - P.W. Bldg	3,100.13	3,073.80	2,419.21	2,500.00	2,123.56	2,500.00	2,500.00		0.00
<i>Narrative for Column # 6</i>										
Supplies include hand soap, keys, paper products and trash bags.										
01-4194-821-51-000	Building Maintenance - P.W. Bldg	12,455.41	14,130.18	6,292.10	16,500.00	14,845.67	16,500.00	16,500.00		0.00
<i>Narrative for Column # 6</i>										
Parts and supplies required to maintain the facility infrastructure including light bulbs, ceiling and floor tiles, electrical outlets and fixtures, batteries for faucets and thermostats, plumbing supplies and fixtures, paint and structural materials.										
Includes \$4,000 to cover the annual cost to pump the oil/water separator holding tank by a licensed remediation contractor.										
This line also includes funding to replace several of the exterior metal frame doors.										

# 2024 TOWN ADMINISTRATOR PROPOSED

Town of Durham

		1	2	3	4	5	6	7	8	9
		2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024
		ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	% Difference	\$ Difference.
					BUDGET		Proposed	Proposed		
		As of Year End	As of Year End	As of Year End		As of September				
01-4194-821-52-000	Equip Maint (Other Than Office) - P.W. Bldg	6,869.00	4,547.55	0.00	3,000.00	0.00	3,000.00	3,000.00		0.00
	<i>Narrative for Column # 6</i>									
	Routine maintenance of the mechanical equipment such as A/C, heat and smoke detectors, fire extinguishers, fire and security panels, air compressor, and lubrication system.									
01-4194-821-69-000	Alarm System Monitoring - P.W. Bldg	0.00	0.00	0.00	900.00	0.00	900.00	900.00		0.00
	<i>Narrative for Column # 6</i>									
	Annual cost for fire alarm system (\$550) and security alarm system (\$350) monitoring through Minuteman Security, Inc.									
01-4194-821-89-000	Miscellaneous - P.W. Bldg	2,906.96	6,922.05	1,786.91	3,000.00	1,280.11	3,000.00	2,500.00	-17%	-500.00
	<i>Narrative for Column # 6</i>									
	Office and breakroom furniture/fixture repairs/upgrades, parking lot painting and pavement repair, and garden bed plantings.									
01-4194-821-96-000	Capital - P.W. Bldg	0.00	600.00	0.00		0.00	0.00	0.00		0.00
<b>Public Works Bldg Total</b>		<b>70,890.25</b>	<b>73,635.86</b>	<b>59,513.47</b>	<b>80,800.00</b>	<b>58,181.28</b>	<b>90,000.00</b>	<b>83,300.00</b>	<b>3%</b>	<b>2,500.00</b>

# 2024 TOWN ADMINISTRATOR PROPOSED

## Town of Durham

	1 2020 ACTUAL  As of Year End	2 2021 ACTUAL  As of Year End	3 2022 ACTUAL  As of Year End	4 2023 APPROVED BUDGET  As of September	5 2023 Expended	6 2024 Dept Head Proposed	7 2024 Town Admin Proposed	8 2023 vs 2024 % Difference	9 2023 vs 2024 \$ Difference	
<b>Cemeteries</b>										
<b>Trusted Graveyards</b>										
01-4195-805-01-010	F-T Wages - Trusted Graveyard	1,084.91	202.40	0.00	3,900.00	985.20	4,100.00	4,100.00	5%	200.00
01-4195-805-01-020	P-T Wages - Trusted Graveyard	942.00	960.00	0.00	1,400.00	864.00	0.00	0.00	-100%	-1,400.00
01-4195-805-02-310	Soc Sec - Trusted Graveyard	138.22	59.52	0.00	300.00	114.66	300.00	300.00		0.00
01-4195-805-02-320	Medicare - Trusted Graveyard	32.31	13.92	0.00	100.00	26.82	100.00	100.00		0.00
01-4195-805-02-330	Retirement - Trusted Graveyard	143.79	0.00	0.00	500.00	135.38	600.00	600.00	20%	100.00
01-4195-805-45-000	General Supplies - Trusted Graveyard	439.84	511.96	31.96	500.00	500.00	500.00	500.00		0.00
<i>Narrative for Column # 6</i>										
Supplies needed to maintain the 89 graveyards throughout the Town, including mower and trimmer parts for maintenance and repair of lawn equipment, as well as items like mortar and epoxy.										
01-4195-805-89-000	Miscellaneous - Trusted Graveyard	0.00	300.00	0.00	300.00	211.10	300.00	300.00		0.00
<i>Narrative for Column # 6</i>										
Replacement of string trimmer with an electric equivalent.										
<b>Trusted Graveyards Total</b>		<b>2,781.07</b>	<b>2,047.80</b>	<b>31.96</b>	<b>7,000.00</b>	<b>2,837.16</b>	<b>5,900.00</b>	<b>5,900.00</b>	<b>-16%</b>	<b>-1,100.00</b>

# 2024 TOWN ADMINISTRATOR PROPOSED

Town of Durham

	1	2	3	4	5	6	7	8	9	
	2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024	
	ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	% Difference	\$ Difference	
	As of Year End	As of Year End	As of Year End	BUDGET	As of September	Proposed	Proposed			
<b>Town Cemeteries</b>										
01-4195-806-01-010	F-T Wages - Town Cemeteries	3,391.30	1,584.19	3,160.85	1,900.00	1,366.35	2,100.00	2,100.00	11%	200.00
01-4195-806-01-020	P-T Wages - Town Cemeteries	2,095.00	2,262.00	864.00	3,700.00	3,792.00	0.00	0.00	-100%	-3,700.00
01-4195-806-02-310	Soc Sec - Town Cemeteries	340.16	238.46	249.55	300.00	319.81	100.00	100.00	-67%	-200.00
01-4195-806-02-320	Medicare - Town Cemeteries	79.55	55.79	58.36	100.00	74.78	100.00	100.00		0.00
01-4195-806-02-330	Retirement - Town Cemeteries	378.82	214.37	444.41	300.00	188.81	300.00	300.00		0.00
01-4195-806-19-000	Water / Sewer - Town Cemeteries	14.70	0.00	0.00	50.00	0.00	50.00	50.00		0.00
<i>Narrative for Column # 6</i>										
Water supply for tending to plants and flowers.										
01-4195-806-36-000	Contracted Services - Town Cemeteries	0.00	4,082.50	2,399.70	2,000.00	1,786.05	2,000.00	2,000.00		0.00
<i>Narrative for Column # 6</i>										
Smith Chapel exterior maintenance, tree trimming/removal, and stone wall repairs, Route 4 cemetery driveway maintenance, tree trimming/removal, and stone wall repairs.										
01-4195-806-45-000	General Supplies - Town Cemeteries	263.99	349.25	606.49	300.00	221.93	300.00	300.00		0.00
<i>Narrative for Column # 6</i>										
General supplies including flags, flowers, trees, shrubs and hand tools.										
<b>Town Cemeteries Total</b>		<b>6,563.52</b>	<b>8,786.56</b>	<b>7,783.36</b>	<b>8,650.00</b>	<b>7,749.73</b>	<b>4,950.00</b>	<b>4,950.00</b>	<b>-43%</b>	<b>-3,700.00</b>

# 2024 TOWN ADMINISTRATOR PROPOSED

Town of Durham

	1	2	3	4	5	6	7	8	9	
	2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024	
	ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	% Difference	\$ Difference	
	As of Year End	As of Year End	As of Year End	BUDGET	As of September	Proposed	Proposed			
<b>Highways &amp; Streets Admin</b>										
<b>Engineer</b>										
01-4311-800-01-010	F-T Wages - Engineer	59,429.30	62,310.37	67,050.22	94,500.00	57,594.80	108,100.00	108,100.00	14%	13,600.00
<i>Narrative for Column # 6</i>										
Includes 50% of the Town Engineer salary, 50% of the Assistant/Project Engineer salary and 25% of the Administrative Assistant's wages. Remaining percentages are distributed between other departments, including water and wastewater funds.										
01-4311-800-01-910	Wage Accrual - Engineer	854.40	-2,163.94	2,532.92		-2,532.92	0.00	0.00		0.00
01-4311-800-02-310	Soc Sec - Engineer	3,752.82	3,744.42	4,329.25	5,900.00	3,424.69	6,700.00	6,700.00	14%	800.00
01-4311-800-02-320	Medicare - Engineer	877.70	875.85	1,012.44	1,400.00	800.84	1,600.00	1,600.00	14%	200.00
01-4311-800-02-330	Retirement - Engineer	6,415.40	7,263.77	9,366.50	12,600.00	7,648.03	14,200.00	14,200.00	13%	1,600.00
01-4311-800-03-610	Health & Dental - Engineer	16,009.35	16,636.44	16,417.29	27,200.00	12,218.98	23,800.00	24,900.00	-8%	-2,300.00
01-4311-800-03-630	Life - Engineer	123.00	114.00	114.00	200.00	95.00	200.00	200.00		0.00
01-4311-800-03-640	STD - Engineer	473.82	476.16	481.63	1,700.00	388.24	1,900.00	1,900.00	12%	200.00
01-4311-800-04-010	S.U.T.A. - Engineer	0.00	40.00	40.00	100.00	30.00	100.00	100.00		0.00
01-4311-800-04-020	Workers Comp - Engineer	1,700.00	2,030.00	2,300.00	1,500.00	1,403.00	1,600.00	1,600.00	7%	100.00
01-4311-800-08-000	Travel & Mileage Reimb - Engineer	0.00	0.00	0.00	300.00	0.00	300.00	300.00		0.00
01-4311-800-09-000	Educ, Train, & Seminars - Engineer	95.00	185.00	375.00	800.00	256.67	800.00	800.00		0.00
<i>Narrative for Column # 6</i>										
Professional Engineering License renewal and continuing education courses for the Town Engineer.										
01-4311-800-18-000	Cell Phones - Engineer	1,282.44	494.46	493.24	700.00	356.42	700.00	700.00		0.00
01-4311-800-28-000	Professional / Staff Dev - Engineer	0.00	0.00	0.00	200.00	200.00	200.00	200.00		0.00
01-4311-800-29-000	Membership Dues - Engineer	0.00	0.00	0.00	100.00	0.00	100.00	100.00		0.00
01-4311-800-30-000	Books & Pubs - Engineer	0.00	0.00	156.75	200.00	0.00	200.00	200.00		0.00
01-4311-800-36-000	Contracted Services - Engineer	1,600.00	2,430.00	893.23	1,600.00	1,600.00	1,600.00	1,600.00		0.00
<i>Narrative for Column # 6</i>										
Special consultants and minor surveying. Includes funds for third-party inspection services at large construction projects which may be offset with incoming revenue.										
01-4311-800-36-001	Contracted Services - Eversource	47,030.00	0.00	0.00		0.00	0.00	0.00		0.00
01-4311-800-45-000	General Supplies - Engineer	450.77	288.00	244.80	500.00	0.00	500.00	500.00		0.00
<i>Narrative for Column # 6</i>										
Ink cartridges, plotter paper, increased use of plotter due to formulating more bid packages in house.										
01-4311-800-56-000	Fuel / Oil For Vehicles - Engineering	72.89	145.53	281.26		179.82	0.00	0.00		0.00
01-4311-800-56-002	Gasoline Fuel - Engineering	0.00	0.00	0.00	200.00	96.58	200.00	200.00		0.00
<i>Narrative for Column # 6</i>										
This line will cover the cost for 64 gallons (2022 consumption) of unleaded fuel. The 2024 projected average price by the U.S. Energy Information Administration is \$3.09/gallon and while the price per gallon has decreased in the near-term, the market for brent crude oil continues to be highly volatile.										
<b>Engineer Total</b>		<b>140,166.89</b>	<b>94,870.06</b>	<b>106,088.53</b>	<b>149,700.00</b>	<b>83,760.15</b>	<b>162,800.00</b>	<b>163,900.00</b>	<b>9%</b>	<b>14,200.00</b>



# 2024 TOWN ADMINISTRATOR PROPOSED

Town of Durham

		1 2020 ACTUAL As of Year End	2 2021 ACTUAL As of Year End	3 2022 ACTUAL As of Year End	4 2023 APPROVED BUDGET	5 2023 Expended As of September	6 2024 Dept Head Proposed	7 2024 Town Admin Proposed	8 2023 vs 2024 % Difference	9 2023 vs 2024 \$ Difference
<b>Public Works Admin</b>										
01-4311-801-01-010	F-T Wages - P.W. Admin	111,387.62	107,001.54	98,505.16	108,600.00	83,424.28	122,300.00	122,300.00	13%	13,700.00
<i>Narrative for Column # 6</i>										
Includes 50% of the Public Works Director salary, 50% of the Assistant to the Director's wages and 25% of the Administrative Assistant's wages. Remaining percentages are distributed between other departments including water and wastewater funds.										
01-4311-801-01-030	O-T Wages - P.W. Admin	735.40	1,423.46	2,337.02	1,300.00	1,111.50	1,300.00	1,300.00		0.00
01-4311-801-01-090	Ins Buy-Out (Wages) - P.W. Admin	39,377.73	31,865.57	27,695.80	22,700.00	4,777.93	23,700.00	24,600.00	8%	1,900.00
<i>Narrative for Column # 6</i>										
Includes health and dental insurance buyouts for Public Works employees, less sanitation, water and wastewater employees, who have elected this option.										
01-4311-801-01-910	Wage Accrual - P.W. Admin	716.69	3,967.60	-4,310.41		-3,273.27	0.00	0.00		0.00
01-4311-801-02-310	Soc Sec - P.W. Admin	9,483.33	8,956.15	7,707.77	8,200.00	5,340.09	9,100.00	9,100.00	11%	900.00
01-4311-801-02-320	Medicare - P.W. Admin	2,218.00	2,094.52	1,802.44	1,900.00	1,248.81	2,100.00	2,100.00	11%	200.00
01-4311-801-02-330	Retirement - P.W. Admin	12,636.68	14,322.37	13,310.48	15,200.00	11,270.61	16,700.00	16,700.00	10%	1,500.00
01-4311-801-03-610	Health & Dental - P.W. Admin	161,546.58	139,425.30	157,905.58	181,400.00	140,807.88	168,300.00	175,800.00	-3%	-5,600.00
<i>Narrative for Column # 6</i>										
Includes health and dental insurance for public works employees, less sanitation, water and wastewater employees.										
01-4311-801-03-630	Life - P.W. Admin	1,447.50	1,235.00	1,273.00	1,500.00	1,130.50	1,500.00	1,500.00		0.00
<i>Narrative for Column # 6</i>										
Life insurance cost for 13 employees.										
01-4311-801-03-640	STD - P.W. Admin	3,579.01	3,292.36	3,617.54	4,600.00	3,185.23	5,200.00	5,200.00	13%	600.00
<i>Narrative for Column # 6</i>										
Short-term disability costs for 13 employees.										
01-4311-801-04-010	S.U.T.A. - P.W. Admin	300.00	320.00	340.00	900.00	274.00	900.00	900.00		0.00
<i>Narrative for Column # 6</i>										
State Unemployment taxes for 13 employees.										
01-4311-801-04-020	Workers Comp - P.W. Admin	18,400.00	14,684.00	19,000.00	22,800.00	21,334.00	27,400.00	27,400.00	20%	4,600.00
<i>Narrative for Column # 6</i>										
Worker's Compensation fees for 13 employees.										
01-4311-801-05-000	Medical Testing - P.W. Admin	1,096.50	2,103.00	1,827.50	1,200.00	1,194.00	1,400.00	1,400.00	17%	200.00
<i>Narrative for Column # 6</i>										
The Federal Motor Carrier Safety Administration and Department of Transportation require that all persons who hold a commercial driver's license (CDL) and perform safety-sensitive functions are subject to random drug and alcohol screenings. Public Works has 18 employees who hold CDL's. This line also covers the cost for health/physical examinations for new employees. The values below are based on a two year average.										
1) Drug Tests: 12 at \$60.75/each = \$729.										
2) Alcohol Tests: 6 at \$31.50/each = \$189.										
3) Health/Physical Exams: 2 at \$77.70/each = \$155.										
4) Annual Program Fee: \$330.										
01-4311-801-06-000	Travel & Mileage Reimb - P.W. Admin	20.24	44.82	200.46	300.00	137.82	300.00	300.00		0.00
01-4311-801-09-000	Educ, Train, & Seminars - P.W. Admin	78.76	65.62	707.21	2,000.00	220.00	2,000.00	2,000.00		0.00
<i>Narrative for Column # 6</i>										
License renewal and continuing education courses for the ISA Tree Warden, Microsoft Office training and drug and alcohol reasonable suspicion training for administrative staff.										

# 2024 TOWN ADMINISTRATOR PROPOSED

Town of Durham

		1 2020 ACTUAL	2 2021 ACTUAL	3 2022 ACTUAL	4 2023 APPROVED BUDGET	5 2023 Expended	6 2024 Dept Head Proposed	7 2024 Town Admin Proposed	8 2023 vs 2024 % Difference	9 2023 vs 2024 \$ Difference
		As of Year End	As of Year End	As of Year End		As of September				
01-4311-801-17-000	Telephone / Fax - P.W. Admin	2,004.00	2,256.00	2,676.00	1,750.00	2,382.00	2,000.00	2,000.00	14%	250.00
<i>Narrative for Column # 6</i>										
Monthly charges for the network link to the Town Hall, three telephone lines and one fax line.										
01-4311-801-18-000	Cell Phones - P.W. Admin	2,267.84	1,567.47	813.46	2,500.00	205.19	2,500.00	2,500.00		0.00
01-4311-801-25-000	Office & Computer Supplies - P.W. Admin	1,357.92	1,188.73	777.02	1,000.00	585.12	1,000.00	1,000.00		0.00
<i>Narrative for Column # 6</i>										
Supplies including staples, notebooks, pencils and pens, whiteout, scissors, sticky notes, paper clips, etc.										
01-4311-801-26-000	Postage - P.W. Admin	576.29	1,618.50	758.52	800.00	84.77	800.00	800.00		0.00
<i>Narrative for Column # 6</i>										
Mailing of annual newsletters/recycling schedule and miscellaneous other mailings from Public Works.										
01-4311-801-27-000	Printing - P.W. Admin	2,039.75	2,857.56	1,099.98	2,600.00	282.84	2,600.00	2,600.00		0.00
<i>Narrative for Column # 6</i>										
Printing costs include DPW letterhead, envelopes, purchase requests, timecards, business cards, informational flyers, concern forms, DPW newsletters.										
01-4311-801-28-000	Professional / Staff Dev - P.W. Admin	110.12	264.99	541.00	1,200.00	228.89	1,200.00	1,200.00		0.00
<i>Narrative for Column # 6</i>										
Managerial and leadership training for the Director, Assistant Director, Assistant to the Director and Administrative Assistant.										
01-4311-801-29-000	Membership Dues - P.W. Admin	295.00	848.75	425.50	300.00	819.01	400.00	400.00	33%	100.00
<i>Narrative for Column # 6</i>										
Membership dues for American Public Works Association (APWA), NH Road Agent Association, NH Public Works Association, and Pivotal Weather.										
01-4311-801-32-000	Adv / Legal Notices - P.W. Admin	1,755.06	6,395.70	5,030.39	1,000.00	3,163.22	1,000.00	1,000.00		0.00
<i>Narrative for Column # 6</i>										
Legal notices are mandatory expenses for the bid process, as well as public notices for the sale of surplus equipment. Advertisement costs include job postings through Indeed, ZipRecruiter, the newspaper and professional organization websites.										
01-4311-801-36-000	Contracted Services - P.W. Admin	320.00	0.00	0.00		629.12	0.00	0.00		0.00
01-4311-801-53-000	Office Equip Maint - P.W. Admin	2,130.03	2,285.14	2,814.40	3,000.00	1,708.63	3,500.00	3,500.00	17%	500.00
<i>Narrative for Column # 6</i>										
This line will cover the annual cost to lease the copier/fax machine.										
01-4311-801-73-000	Radios - P.W. Admin	414.00	414.00	414.00	500.00	500.00	500.00	500.00		0.00
<i>Narrative for Column # 6</i>										
Radio replacements and repairs.										
<b>Public Works Admin Total</b>		<b>376,293.85</b>	<b>350,498.15</b>	<b>347,269.82</b>	<b>387,250.00</b>	<b>282,772.17</b>	<b>397,700.00</b>	<b>406,100.00</b>	<b>5%</b>	<b>18,850.00</b>

# 2024 TOWN ADMINISTRATOR PROPOSED

## Town of Durham

		1 2020	2 2021	3 2022	4 2023	5 2023	6 2024	7 2024	8 2023 vs 2024	9 2023 vs 2024
		ACTUAL	ACTUAL	ACTUAL	APPROVED BUDGET	Expended	Dept Head Proposed	Town Admin Proposed	% Difference	\$ Difference
		As of Year End	As of Year End	As of Year End	As of September					
<b>Highways &amp; Streets</b>										
<b>PW Equip Maint</b>										
01-4312-822-01-010	F-T Wages - PW Eq Maint	51,755.53	57,469.16	57,494.22	60,400.00	44,950.85	64,700.00	64,700.00	7%	4,300.00
01-4312-822-01-020	P-T Wages - PW Eq Maint	23,892.00	13,286.61	28,404.00	32,500.00	9,338.40	35,000.00	35,000.00	8%	2,500.00
	<i>Narrative for Column # 6</i>									
	Part-time employee working 24 hours per week.									
01-4312-822-01-030	O-T Wages - PW Eq Maint	165.78	312.70	453.93	1,200.00	236.33	1,200.00	1,200.00		0.00
01-4312-822-01-910	Wage Accrual - PW Eq Maint	1,007.20	400.88	343.52		-3,428.00	0.00	0.00		0.00
01-4312-822-02-310	Soc Sec - PW Eq Maint	4,762.86	4,431.13	5,375.04	5,800.00	3,168.01	6,300.00	6,300.00	9%	500.00
01-4312-822-02-320	Medicare - PW Eq Maint	1,113.88	1,036.26	1,257.05	1,400.00	740.93	1,500.00	1,500.00	7%	100.00
01-4312-822-02-330	Retirement - PW Eq Maint	5,612.34	7,146.48	8,190.78	8,500.00	5,942.82	8,900.00	8,900.00	5%	400.00
01-4312-822-36-000	Contracted Services - PW Eq Maint	24,398.20	10,684.50	4,065.61	10,800.00	1,382.59	10,800.00	10,800.00		0.00
	<i>Narrative for Column # 6</i>									
	Equipment and vehicle repairs performed by contractors and dealerships. This includes the painting of 6 front-mounted plow frames and 24 wheel rims. DPW is no longer allowed to do large in house painting projects due to EPA regulations. This line includes contracted towing services.									
01-4312-822-45-000	General Supplies - PW Eq Maint	80,693.78	99,540.96	111,654.23	105,000.00	47,509.65	105,000.00	105,000.00		0.00
	<i>Narrative for Column # 6</i>									
	Parts and supplies necessary for the maintenance of all DPW equipment and motorized units. Includes rental of acetylene torch equipment.									
01-4312-822-52-000	Equip Maint (Other Than Office) - PW Eq Maint	59.96	0.00	0.00	400.00	400.00	400.00	400.00		0.00
	<i>Narrative for Column # 6</i>									
	Annual motor vehicle lift inspection.									
01-4312-822-56-000	Fuel / Oil For Vehicles - PW Eq Maint	29,327.09	28,541.99	40,996.26		9,981.09	0.00	0.00		0.00
01-4312-822-56-001	Diesel Fuel - PW Eq Maint	0.00	0.00	0.00	44,350.00	21,062.71	44,350.00	44,350.00		0.00
	<i>Narrative for Column # 6</i>									
	This line will cover the cost for 9,515 gallons (2021 and 2022 average consumption) of diesel fuel. The 2024 projected average price by the U.S. Energy Information Administration is \$3.70/gal and while the price per gallon has decreased in the near-term, the market for brent crude oil continues to be highly volatile.									
01-4312-822-56-002	Gasoline Fuel - PW Eq Maint	0.00	0.00	0.00	10,300.00	3,109.08	10,300.00	10,300.00		0.00
	<i>Narrative for Column # 6</i>									
	This line will cover the cost for 2,121 gallons (2021 and 2022 average consumption) of unleaded fuel. The 2024 projected average price by the U.S. Energy Information Administration is \$3.09/gal and while the price per gallon has decreased in the near-term, the market for brent crude oil continues to be highly volatile.									
01-4312-822-89-000	Miscellaneous - PW Eq Maint	40.00	0.00	0.00	100.00	0.00	100.00	100.00		0.00
	<i>Narrative for Column # 6</i>									
	Software upgrades for Snap-On diagnostic testing tool									
<b>PW Equip Maint Total</b>		<b>222,828.62</b>	<b>222,850.67</b>	<b>258,234.64</b>	<b>280,750.00</b>	<b>144,394.46</b>	<b>288,550.00</b>	<b>288,550.00</b>	<b>3%</b>	<b>7,800.00</b>

# 2024 TOWN ADMINISTRATOR PROPOSED

Town of Durham

		1	2	3	4	5	6	7	8	9
		2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024
		ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	% Difference	\$ Difference
		As of Year End	As of Year End	As of Year End	BUDGET	As of September	Proposed	Proposed		
<b>Roadway Maint</b>										
01-4312-823-01-010	F-T Wages - Roadway Maint	69,707.96	54,145.94	74,430.52	67,800.00	58,007.14	74,600.00	74,600.00	10%	6,800.00
01-4312-823-01-020	P-T Wages - Roadway Maint	445.00	0.00	1,008.00	1,600.00	1,568.00	0.00	0.00	-100%	-1,600.00
01-4312-823-01-030	O-T Wages - Roadway Maint	207.48	2,721.86	2,792.45	2,800.00	368.32	2,800.00	2,800.00		0.00
01-4312-823-01-910	Wage Accrual - Roadway Maint	-906.67	603.56	-1,349.00		0.00	0.00	0.00		0.00
01-4312-823-02-310	Soc Sec - Roadway Maint	4,310.08	3,563.19	4,777.54	4,500.00	3,716.49	4,800.00	4,800.00	7%	300.00
01-4312-823-02-320	Medicare - Roadway Maint	1,008.02	833.34	1,117.31	1,000.00	869.15	1,100.00	1,100.00	10%	100.00
01-4312-823-02-330	Retirement - Roadway Maint	7,708.26	7,347.60	10,684.73	9,700.00	8,104.62	10,500.00	10,500.00	8%	800.00
01-4312-823-36-000	Contracted Services - Roadway Maint	23,430.13	21,715.31	6,995.00	23,500.00	10,682.50	23,500.00	23,500.00		0.00
<i>Narrative for Column # 6</i>		Smaller paving projects on Town roads, sidewalks, and parking lots requiring quantities that would be inefficient to perform with internal forces. These projects will be completed by a paving contractor.								
01-4312-823-36-600	Contracted Services - Main Street	13,625.00	25,218.69	40,872.46	50,000.00	13,707.88	50,000.00	50,000.00		0.00
<i>Narrative for Column # 6</i>		Expenses related to the maintenance of Main Street from Pettee Brook Lane to Mast Road to be reimbursed per UNH Agreement. This includes roadway painting, crack sealing, traffic signal maintenance and traffic signage maintenance. Additionally this line will cover the yearly subscription for remote access and monitoring of the vehicle detection system at the College Road/Main Street intersection valued at \$500. Planned improvements in 2024 include catch basin cleaning, crosswalk pavement repairs, and crack sealing from the railroad bridge to Mast Road.								
01-4312-823-45-000	General Supplies - Roadway Maint	14,663.50	17,732.83	18,020.82	19,000.00	15,306.95	19,000.00	19,000.00		0.00
<i>Narrative for Column # 6</i>		Hot asphalt mix or cold patch for pavement repairs/patching. Crushed gravel, stone, concrete and loam for roadway repair projects and shoulder repair. This line will also cover the cost of hand tools and other miscellaneous supplies.								
01-4312-823-55-000	Equip / Vehicle Rental - Roadway Maint	360.00	4,862.00	3,156.68	4,500.00	4,500.00	4,500.00	4,500.00		0.00
<i>Narrative for Column # 6</i>		Rental of the following equipment for road maintenance activities: 1) Vibratory Roller / Road Grader for dirt road grading 2) Scarifier Machine for traffic line grinding 3) Mini Tracked Excavator for small projects								
01-4312-823-90-044	Sidewalk Resurfacing - Roadway Maint	2,177.50	6,000.00	0.00	6,000.00	1,962.00	6,000.00	5,000.00	-17%	-1,000.00
<i>Narrative for Column # 6</i>		This line item includes monies for the continued ADA compliance upgrades to Town owned ramps and approaches to all buildings and properties, as well as repairs to the Main Street brick sidewalks. This also includes cleaning of the downtown concrete sidewalks.								
<b>Roadway Maint Total</b>		<b>136,736.26</b>	<b>144,744.32</b>	<b>162,506.51</b>	<b>190,400.00</b>	<b>118,793.05</b>	<b>196,800.00</b>	<b>195,800.00</b>	<b>3%</b>	<b>5,400.00</b>

# 2024 TOWN ADMINISTRATOR PROPOSED

Town of Durham

		1 2020 ACTUAL As of Year End	2 2021 ACTUAL As of Year End	3 2022 ACTUAL As of Year End	4 2023 APPROVED BUDGET As of September	5 2023 Expended	6 2024 Dept Head Proposed	7 2024 Town Admin Proposed	8 2023 vs 2024 % Difference	9 2023 vs 2024 \$ Difference
<b>Drainage &amp; Vegetation</b>										
01-4312-824-01-010	F-T Wages - Drainage & Vegetation	67,075.12	59,190.90	73,940.90	73,800.00	62,256.16	82,900.00	82,900.00	-12%	9,100.00
01-4312-824-01-020	P-T Wages - Drainage & Vegetation	360.00	1,244.00	1,104.00	1,400.00	1,472.00	0.00	0.00	-100%	-1,400.00
01-4312-824-01-030	O-T Wages - Drainage & Vegetation	1,601.27	3,877.36	3,047.62	2,400.00	653.63	2,400.00	2,400.00		0.00
01-4312-824-01-910	Wage Accrual - Drainage & Vegetation	-1,916.77	757.57	-757.57		0.00	0.00	0.00		0.00
01-4312-824-02-310	Soc Sec - Drainage & Vegetation	4,212.67	4,034.34	4,794.72	4,800.00	3,991.70	5,300.00	5,300.00	10%	500.00
01-4312-824-02-320	Medicare - Drainage & Vegetation	985.19	943.46	1,121.31	1,100.00	933.46	1,200.00	1,200.00	9%	100.00
01-4312-824-02-330	Retirement - Drainage & Vegetation	7,539.17	8,199.42	10,717.96	10,500.00	8,725.43	11,500.00	11,500.00	10%	1,000.00
01-4312-824-36-000	Contracted Services - Drainage & Vegetation	32,895.00	29,000.00	29,050.40	29,000.00	17,495.00	29,000.00	29,000.00		0.00
	<i>Narrative for Column # 6</i>									
	This line item includes public right-of-way tree trimming/removals and catch basin cleaning. Durham has approximately 585 catch basins and each is cleaned once every four years. The remaining funds is contingency in the event of a stormwater collection system failure that results in the need for a private contractor to repair.									
	1) 153 catch basins at \$65 each = \$9,950.									
	2) 40 yards of catch basin cleanings hauled to landfill at \$55/yard = \$3,200. This includes \$1,000 cost to sample the cleanings prior to disposal.									
	3) 3 days of tree removals at \$3,300/day = \$9,900.									
01-4312-824-45-000	General Supplies - Drainage & Vegetation	8,999.79	8,776.57	5,716.11	10,000.00	4,299.59	10,000.00	9,500.00	-5%	-500.00
	<i>Narrative for Column # 6</i>									
	Materials for town-wide drainage repairs including pipe and catch basin frames/grates and structures. Durham Public Works replaces approximately 500 feet of drainage pipe annually. This line also includes the cost for hand tools and supplies for other equipment required to make these upgrades.									
	<i>Narrative for Column # 7</i>									
	5 Year average is \$9,274.									
01-4312-824-89-000	Miscellaneous - Drainage & Vegetation	35.95	0.00	0.00		0.00	0.00	0.00		0.00
01-4312-824-96-000	Capital - Drainage & Vegetation	0.00	300.00	0.00	300.00	0.00	300.00	300.00		0.00
<b>Drainage &amp; Vegetation Total</b>		<b>121,787.39</b>	<b>116,323.62</b>	<b>128,735.45</b>	<b>133,300.00</b>	<b>99,826.97</b>	<b>142,600.00</b>	<b>142,100.00</b>	<b>7%</b>	<b>8,800.00</b>

# 2024 TOWN ADMINISTRATOR PROPOSED

## Town of Durham

		1 2020 ACTUAL  As of Year End	2 2021 ACTUAL  As of Year End	3 2022 ACTUAL  As of Year End	4 2023 APPROVED BUDGET  As of September	5 2023 Expended  As of September	6 2024 Dept Head Proposed	7 2024 Town Admin Proposed	8 2023 vs 2024 % Difference	9 2023 vs 2024 \$ Difference
<b>Snow &amp; Ice removal</b>										
01-4312-825-01-010	F-T Wages - Snow & Ice Removal	26,917.41	20,860.02	19,238.54	45,100.00	18,546.36	41,500.00	41,500.00	-8%	-3,600.00
01-4312-825-01-020	P-T Wages - Snow & Ice Removal	1,963.00	360.00	1,207.50	3,000.00	0.00	0.00	0.00	-100%	-3,000.00
01-4312-825-01-030	O-T Wages - Snow & Ice Removal	65,914.21	67,945.86	89,514.33	93,000.00	88,393.99	93,000.00	93,000.00		0.00
01-4312-825-01-910	Wage Accrual - Snow & Ice Removal	1,042.37	16,475.05	-16,442.87		-2,505.06	0.00	0.00		0.00
01-4312-825-01-930	O-T Wages - Snow & Ice Removal - Accrual	-12,073.11	0.00	0.00		0.00	0.00	0.00		0.00
01-4312-825-02-310	Soc Sec - Snow & Ice Removal	5,193.37	6,549.73	5,796.61	8,700.00	6,474.88	8,300.00	8,300.00	-5%	-400.00
01-4312-825-02-320	Medicare - Snow & Ice Removal	1,214.67	1,531.92	1,355.71	2,000.00	1,514.27	1,900.00	1,900.00	-5%	-100.00
01-4312-825-02-330	Retirement - Snow & Ice Removal	7,659.36	11,011.11	11,075.48	19,100.00	12,942.78	18,200.00	18,200.00	-5%	-900.00
01-4312-825-36-000	Contracted Services - Snow & Ice Removal	2,477.35	3,000.00	5,910.75	15,000.00	1,600.00	15,000.00	15,000.00		0.00
	<i>Narrative for Column # 6</i>									
	This line will cover contracted services for snow and ice removal including hired contractors for parking lot plowing and post event snow pile removal from downtown and other municipal parking areas. Additionally, this line will cover the cost for a contractor to perform sandblasting and painting of snow and ice removal equipment as needed.									
01-4312-825-45-000	General Supplies - Snow & Ice Removal	89,590.59	101,424.96	136,992.27	135,000.00	72,001.80	135,000.00	135,000.00		0.00
	<i>Narrative for Column # 6</i>									
	The majority of this line will cover the cost of deicing materials. NH State pricing for bulk road salt for the 2023-2024 winter will not be released until late September, however Maine state pricing was released in July for 2022-2023. The price for salt in the greater Portland, ME area is \$74/ton. DPW paid \$72.07/ton in 2022-2023. This line will cover 2070 tons of salt at an estimated price of \$74/ton. It is important to note that an average winter requires between 2000 and 2200 tons of salt.									
	1) 3 Nor'Easter Events at 100 tons each = 300 tons 2) 2 events per week (Jan/Feb/March and Dec) at 40 tons each = 1375 tons. 3) Reserve in Salt Shed: 320 tons. 4) Salt for Sand/Salt Mixture: 75 tons. 5) Magnesium Chloride Organic Based Performance Enhancing Liquid: 8,800 gallons at \$1.70 = \$15,000.									
01-4312-825-52-000	Equip Maint (Other Than Office) - Snow & Ice	5,451.00	8,000.00	5,257.08	8,000.00	7,752.86	8,000.00	8,000.00		0.00
	<i>Narrative for Column # 6</i>									
	Maintenance of Snow and Ice equipment: 1) Two (2) Nordik Move plow blades: \$4000. 2) Two (2) material spreader chains: \$1000. 3) Two (2) sets of bearings for material spreaders: \$2000.									
	The balance of this line will be used to cover unanticipated snow and ice equipment repairs.									
01-4312-825-55-000	Equip / Vehicle Rental - Snow & Ice Removal	4,660.00	21,340.52	3,690.00	20,000.00	5,840.44	20,000.00	20,000.00		0.00
	<i>Narrative for Column # 6</i>									
	This line will cover the cost of equipment and vehicle rental costs for snow and ice removal. This includes a bulldozer to pile snow removed from downtown and municipal parking lots and the rental of front end loaders and sidewalk tractors in the event of a mechanical failure on existing equipment that cannot be remediated prior to an event.									
<b>Snow &amp; Ice removal Total</b>		<b>200,010.22</b>	<b>258,499.17</b>	<b>263,595.40</b>	<b>348,900.00</b>	<b>212,562.32</b>	<b>340,900.00</b>	<b>340,900.00</b>	<b>-2%</b>	<b>-8,000.00</b>

# 2024 TOWN ADMINISTRATOR PROPOSED

Town of Durham

		1	2	3	4	5	6	7	8	9
		2020	2021	2022	2023	2023	2024	2024	2023 vs-2024	2023 vs 2024
		ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	% Difference	\$ Difference
					BUDGET		Proposed	Proposed		
		As of Year End	As of Year End	As of Year End		As of September				
<b>Traffic Control</b>										
01-4312-826-01-010	F-T Wages - Traffic Control	30,435.42	20,841.66	42,762.94	29,200.00	26,654.67	33,200.00	33,200.00	14%	4,000.00
01-4312-826-01-020	P-T Wages - Traffic Control	2,192.00	336.00	136.00	3,800.00	2,909.00	0.00	0.00	-100%	-3,800.00
01-4312-826-01-030	O-T Wages - Traffic Control	1,058.64	2,638.36	2,442.18	3,500.00	2,188.41	3,500.00	3,500.00		0.00
01-4312-826-02-310	Soc Sec - Traffic Control	2,076.07	1,556.70	2,834.35	2,300.00	1,864.68	2,300.00	2,300.00		0.00
01-4312-826-02-320	Medicare - Traffic Control	485.59	364.08	662.83	500.00	436.11	500.00	500.00		0.00
01-4312-826-02-330	Retirement - Traffic Control	3,517.86	3,163.53	6,408.39	4,500.00	3,777.00	5,000.00	5,000.00	11%	500.00
01-4312-826-15-000	Electricity - Traffic Control	45,437.65	33,140.77	43,550.28	47,200.00	31,845.78	53,000.00	53,000.00	12%	5,800.00
	<i>Narrative for Column # 6</i>									
	This line will cover the cost of electricity at the following locations:									
	1) Approximately 351 utility pole lights									
	2) Pettee Brook Parking Lot									
	3) Packers Falls Flashing Light									
	4) Downtown Decorative Lighting									
	5) Emerson Road Sidewalk									
	6) Old Piscataqua Road									
	Based on 2022 consumption of 193,226 kWh at the current supply price of \$0.205/kWh and other structural charges including 3-phase, distribution, transmission, stranded cost recovery and system benefit charges.									
01-4312-826-36-000	Contracted Services - Traffic Control	20,581.86	28,918.11	30,256.38	36,000.00	33,260.76	39,000.00	39,000.00	8%	3,000.00
	<i>Narrative for Column # 6</i>									
	The line covers the cost to paint center and edge roadway markings and the painting of crosswalks and stencils in the downtown corridor prior to UNH graduation in May.									
	1) Double Yellow - 12 miles: \$17,000									
	2) Single White - 8 miles: \$7,000									
	3) Downtown Striping: \$10,000									
	Downtown striping includes 50 bike lane stencils, 30 bike sharrows, 65 crosswalks, 180 street parking stalls, 3 parking lots, 100 assorted stencils and 8000' of long line striping.									
	The balance of this line will cover electrical services to repair deficiencies within the Town's network of street lighting.									
01-4312-826-45-000	General Supplies - Traffic Control	12,642.71	16,054.60	20,341.08	16,000.00	26,976.17	18,000.00	18,000.00	13%	2,000.00
	<i>Narrative for Column # 6</i>									
	Funds for the purchase of general lighting supplies, guardrail supplies, traffic paint for parking lots, stop bars, crosswalks, sharrows and other assorted stencils, residential street name signs and MUTCD compliant traffic control signs and post supplies.									
01-4312-826-96-000	Capital - Traffic Control	4,620.00	2,000.00	714.92	2,000.00	0.00	2,000.00	1,000.00	-50%	-1,000.00
	<i>Narrative for Column # 6</i>									
	Replacement of stencils for road markings.									
<b>Traffic Control Total</b>		<b>123,047.80</b>	<b>109,013.81</b>	<b>150,099.35</b>	<b>145,000.00</b>	<b>129,912.58</b>	<b>156,500.00</b>	<b>155,500.00</b>	<b>7%</b>	<b>10,500.00</b>

# 2024 TOWN ADMINISTRATOR PROPOSED

Town of Durham

	1	2	3	4	5	6	7	8	9	
	2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024	
	ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	% Difference	\$ Difference	
	As of Year End	As of Year End	As of Year End	BUDGET	As of September	Proposed	Proposed			
<b>Supt/Br/Dam/Pit</b>										
01-4312-827-01-010	F-T Wages - Supt/Br/Dam/Pit	124,386.10	125,938.37	122,089.44	147,200.00	102,803.96	155,800.00	155,800.00	6%	8,600.00
01-4312-827-01-020	P-T Wages - Supt/Br/Dam/Pit	808.00	0.00	0.00	2,000.00	2,133.68	0.00	0.00	-100%	-2,000.00
01-4312-827-01-030	O-T Wages - Supt/Br/Dam/Pit	23,284.69	17,736.65	21,107.11	30,000.00	21,505.60	30,000.00	25,000.00	-17%	-5,000.00
01-4312-827-01-910	Wage Accrual - Supt/Br/Dam/Pit	2,569.80	-1,217.52	8,960.10		-15,808.61	0.00	0.00		0.00
01-4312-827-02-310	Soc Sec - Supt/Br/Dam/Pit	9,369.45	8,861.78	9,496.05	11,100.00	6,859.34	11,500.00	11,200.00	1%	100.00
01-4312-827-02-320	Medicare - Supt/Br/Dam/Pit	2,191.31	2,072.58	2,220.97	2,600.00	1,604.18	2,700.00	2,600.00		0.00
01-4312-827-02-330	Retirement - Supt/Br/Dam/Pit	15,323.74	15,500.04	19,688.07	24,400.00	13,556.54	25,100.00	24,500.00		100.00
01-4312-827-06-000	Uniforms & Cleaning - Supt/Br/Dam/Pit	5,931.66	3,406.28	7,980.66	5,000.00	2,995.67	5,500.00	5,500.00	10%	500.00
<i>Narrative for Column # 6</i>										
This line covers the annual cost for uniforms for six employees based on the current AFSCME collective bargaining agreement.										
1) 30 pairs of pants at \$50/each = \$1,500.										
2) 30 pairs of shorts at \$35/each = \$1,050.										
3) 30 long sleeve shirts at \$15/each = \$450.										
4) 30 short sleeve shirts at \$15/each = \$450.										
5) 6 jackets at \$200/each = \$1,200.										
6) 6 safety vests at \$10/each = \$60.										
7) 4 pairs of rain gear at \$200/each = \$800.										
8) 6 pairs of boots at \$300/each = \$1,800.										
It is important to note that not all employees elect to purchase the full suite of uniforms each year.										
01-4312-827-28-000	Professional / Staff Dev - Supt/Br/Dam/Pit	0.00	170.95	80.00	750.00	0.00	750.00	750.00		0.00
<i>Narrative for Column # 6</i>										
Continuing education courses for operations staff.										
01-4312-827-36-000	Contracted Services - Supt/Br/Dam/Pit	3,025.00	310.00	0.00	3,000.00	304.00	3,000.00	2,500.00	-17%	-500.00
<i>Narrative for Column # 6</i>										
This line covers the annual cost for DigSafe membership at approximately \$1,200. Additionally this line covers the cost of animal trapping (beavers and skunks) and hired contractors for natural disaster/emergency cleanup.										
01-4312-827-45-000	General Supplies - Supt/Br/Dam/Pit	543.17	391.18	1,007.03	600.00	954.47	600.00	600.00		0.00
<i>Narrative for Column # 6</i>										
Emergency supplies such as barricades, plywood, sandbags, flashlights, etc. This line is reserved in case of a natural disaster/emergency.										
01-4312-827-89-000	Miscellaneous - Supt/Br/Dam/Pit	5,830.00	3,747.00	2,254.57	1,000.00	2,795.00	1,000.00	3,200.00	220%	2,200.00
<i>Narrative for Column # 6</i>										
State of NH Dam Registrations and the Packers Falls gravel pit renewal permit.										
<b>Supt/Br/Dam/Pit Total</b>		<b>193,262.92</b>	<b>176,917.31</b>	<b>194,884.00</b>	<b>227,650.00</b>	<b>139,703.83</b>	<b>235,950.00</b>	<b>231,650.00</b>	<b>2%</b>	<b>4,000.00</b>



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Town of Durham

	1	2	3	4	5	6	7	8	9
	2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024
	ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	% Difference	\$ Difference
				BUDGET		Proposed	Proposed		
	As of Year End	As of Year End	As of Year End		As of September				
<b>Stormwater II Permitting</b>									
01-4312-828-36-000	Contracted Services - Stormwater II Permitting	2,000.00	1,973.60	2,850.40	2,000.00	1,827.95	2,000.00	2,000.00	0.00
<i>Narrative for Column # 6</i>									
Federal stormwater permit began in August 2018. Monies are budgeted to facilitate any unexpected needs regarding our MS4 Stormwater Permit.									
01-4312-828-45-000	General Supplies - Stormwater II Permitting	1,500.00	1,500.00	1,500.00	1,500.00	0.00	1,500.00	1,500.00	0.00
<i>Narrative for Column # 6</i>									
General supplies include erosion control materials including silt fencing, silt bags and straw waddles.									
<b>Stormwater II Permitting Total</b>		<b>3,500.00</b>	<b>3,473.60</b>	<b>4,350.40</b>	<b>3,500.00</b>	<b>1,827.95</b>	<b>3,500.00</b>	<b>3,500.00</b>	<b>0%</b>

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Town of Durham

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		2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024
		ACTUAL	ACTUAL	ACTUAL	APPROVED BUDGET	Expended	Dept Head Proposed	Town Admin Proposed	% Difference	\$ Difference
		As of Year End	As of Year End	As of Year End	As of September					
<b>Sanitation Admin</b>										
01-4321-841-01-010	F-T Wages - Sanitation Admin	43,907.46	59,812.81	37,116.35	52,200.00	33,818.57	54,200.00	54,200.00	4%	2,000.00
01-4321-841-01-030	O-T Wages - Sanitation Admin	0.00	4.50	6.25		0.00	0.00	0.00		0.00
01-4321-841-01-090	Ins Buy-Out (Wages) - Sanitation Admin	1,505.81	1,517.83	758.92		0.00	0.00	0.00		0.00
01-4321-841-01-910	Wage Accrual - Sanitation Admin	3,756.23	-2,252.68	-78.27		-11,429.48	0.00	0.00		0.00
01-4321-841-02-310	Soc Sec - Sanitation Admin	3,048.02	3,663.04	2,339.20	3,200.00	1,916.44	3,400.00	3,400.00	6%	200.00
01-4321-841-02-320	Medicare - Sanitation Admin	712.74	856.72	547.04	800.00	448.22	800.00	800.00		0.00
01-4321-841-02-330	Retirement - Sanitation Admin	5,324.03	7,220.01	5,208.35	7,200.00	4,254.39	7,300.00	7,300.00	1%	100.00
01-4321-841-03-610	Health & Dental - Sanitation Admin	86,664.70	72,649.18	85,792.95	102,600.00	66,392.00	106,400.00	111,500.00	9%	8,900.00
<i>Narrative for Column # 6</i>										
Health and dental costs for Sanitation employees.										
01-4321-841-03-630	Life - Sanitation Admin	615.00	475.00	456.00	500.00	285.00	500.00	500.00		0.00
01-4321-841-03-640	STD - Sanitation Admin	1,406.70	1,163.18	1,141.48	1,100.00	713.23	1,200.00	1,200.00	9%	100.00
01-4321-841-04-010	S.U.T.A. - Sanitation Admin	0.00	80.00	80.00	200.00	61.00	200.00	200.00		0.00
01-4321-841-04-020	Workers Comp - Sanitation Admin	7,200.00	6,047.00	6,000.00	6,500.00	6,081.00	11,000.00	11,000.00	69%	4,500.00
01-4321-841-06-000	Uniforms & Cleaning - Sanitation Admin	2,495.06	3,563.60	3,337.72	3,000.00	1,916.78	3,000.00	3,000.00		0.00
<i>Narrative for Column # 6</i>										
This line covers the annual cost of uniforms for four employees based on the current AFSCME collective bargaining agreement.										
1) 20 pairs of pants at \$50/each = \$1,000.										
2) 20 pairs of shorts at \$35/each = \$700.										
3) 20 long sleeve shirts at \$15/each = \$300.										
4) 20 short sleeve shirts at \$15/each = \$300.										
5) 4 jackets at \$200/each = \$800.										
6) 4 safety vests at \$10/each = \$40.										
7) 2 pairs of rain gear at \$200/each = \$400.										
8) 4 pairs of boots at \$300/each = \$1,200.										
It is important to note that not all employees elect to purchase the full suite of uniforms each year.										
01-4321-841-15-000	Electricity - Sanitation Admin	3,940.03	4,725.20	6,577.58	6,800.00	4,128.30	6,800.00	6,200.00	-9%	-600.00
<i>Narrative for Column # 6</i>										
This line will cover the cost of electricity at the Transfer Station for 20,236 kWh (2022 consumption) based on the current supply price of \$0.205/kWh and other structural charges including 3-Phase, Distribution, Transmission, Stranded Cost Recovery, and System Benefit Charges.										
<i>Narrative for Column # 7</i>										
Town Administrator reduced supply price to \$0.1575/kWh.										
01-4321-841-16-000	Heating Fuel - Sanitation Admin	1,718.64	2,743.25	4,687.30	5,300.00	2,626.79	5,300.00	5,300.00		0.00
<i>Narrative for Column # 6</i>										
Propane to power the heating system at the Transfer Station. Based on a two year average of 1,325 gallons at the current New Hampshire DOE average of \$3.33/gallon.										
01-4321-841-17-000	Telephone / Fax - Sanitation Admin	948.00	1,008.00	1,218.00	800.00	1,086.00	800.00	800.00		0.00
<i>Narrative for Column # 6</i>										
Telephone line rental, radio loop and long distance services at the Transfer Station and Recycling Center.										

# 2024 TOWN ADMINISTRATOR PROPOSED

## Town of Durham

		1	2	3	4	5	6	7	8	9
		2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024
		ACTUAL	ACTUAL	ACTUAL	APPROVED BUDGET	Expended	Dept Head Proposed	Town Admin Proposed	% Difference	\$ Difference
		As of Year End	As of Year End	As of Year End	As of September					
01-4321-841-26-000	Postage - Sanitation Admin	0.00	474.27	0.00	500.00	0.00	500.00	500.00		0.00
01-4321-841-27-000	Printing - Sanitation Admin	1,716.20	2,269.91	1,172.50	1,600.00	1,761.98	1,600.00	1,600.00		0.00
<i>Narrative for Column # 6</i>										
This line covers the cost of printing services for bulky waste disposal coupons, collection stickers, and electronics disposal coupons.										
01-4321-841-28-000	Professional / Staff Dev - Sanitation Admin	0.00	101.00	250.00	350.00	345.00	350.00	350.00		0.00
<i>Narrative for Column # 6</i>										
Solid Waste Facility Operator recertifications for six employees as required by the State of NH.										
01-4321-841-29-000	Membership Dues - Sanitation Admin	1,278.12	1,428.12	1,225.95	1,200.00	1,144.48	1,800.00	1,800.00	50%	600.00
<i>Narrative for Column # 6</i>										
Membership dues with the Northeast Resource Recovery Association (NRRA) to assist in the operation of our recycling program and marketing as well as an annual subscription to the Secondary Materials Market Pricing Index.										
01-4321-841-45-000	General Supplies - Sanitation Admin	706.43	1,063.94	793.07	700.00	2,568.43	700.00	700.00		0.00
<i>Narrative for Column # 6</i>										
Miscellaneous including paper products, medical and safety supplies.										
01-4321-841-51-000	Building Maintenance - Sanitation Admin	333.65	1,372.41	2,430.12	4,000.00	3,311.43	4,000.00	4,000.00		0.00
<i>Narrative for Column # 6</i>										
Building maintenance for the Transfer Station and Recycling Center, barricades, fencing, pavement markings, etc. This line also include \$2,400 for septic tank pumping 3 times a year at \$800/each.										
01-4321-841-52-000	Equip Maint (Other Than Office) - Sanitation A	0.00	0.00	665.00	500.00	500.00	500.00	500.00		0.00
<i>Narrative for Column # 6</i>										
Maintenance of furnace, HVAC equipment and fire extinguishers.										
<b>Sanitation Admin Total</b>		<b>167,276.82</b>	<b>169,986.29</b>	<b>161,725.51</b>	<b>199,050.00</b>	<b>121,929.56</b>	<b>210,350.00</b>	<b>214,850.00</b>	<b>8%</b>	<b>15,800.00</b>

# 2024 TOWN ADMINISTRATOR PROPOSED

Town of Durham

		1 2020 ACTUAL  As of Year End	2 2021 ACTUAL  As of Year End	3 2022 ACTUAL  As of Year End	4 2023 APPROVED BUDGET  As of September	5 2023 Expended	6 2024 Dept Head Proposed	7 2024 Town Admin Proposed	8 2023 vs 2024 % Difference	9 2023 vs 2024 \$ Difference
<b>Roll Off Vehicle</b>										
01-4321-847-01-010	F-T Wages - Roll Off Vehicle	37,545.62	28,679.87	31,781.07	40,000.00	22,076.04	44,400.00	44,400.00	11%	4,400.00
01-4321-847-01-030	O-T Wages - Roll Off Vehicle	2,835.47	1,668.61	2,352.56	1,900.00	1,646.45	1,900.00	1,900.00		0.00
01-4321-847-01-910	Wage Accrual - Roll Off Vehicle	589.14	-578.84	-209.65		-584.00	0.00	0.00		0.00
01-4321-847-02-310	Soc Sec - Roll Off Vehicle	2,540.10	1,845.77	2,103.04	2,600.00	1,434.60	2,900.00	2,900.00	12%	300.00
01-4321-847-02-320	Medicare - Roll Off Vehicle	593.98	431.63	491.85	600.00	335.52	700.00	700.00	17%	100.00
01-4321-847-02-330	Retirement - Roll Off Vehicle	4,576.39	3,842.58	4,769.71	5,800.00	3,217.16	6,300.00	6,300.00	9%	500.00
01-4321-847-54-000	Vehicle Maint - Roll Off Vehicle	2,924.45	1,459.92	7,451.34	3,000.00	3,126.86	3,000.00	3,000.00		0.00
	<i>Narrative for Column # 6</i>									
	This line will cover the cost to replace the trucks tarp once per year at \$500 and any other miscellaneous expenses including oil changes and tires as needed.									
01-4321-847-56-000	Fuel / Oil For Vehicles - Roll Off Vehicle	7,009.02	6,631.98	8,905.57		3,313.02	0.00	0.00		0.00
01-4321-847-56-001	Diesel Fuel - Roll Off Vehicle	0.00	0.00	0.00	13,700.00	4,112.18	13,700.00	13,700.00		0.00
	<i>Narrative for Column # 6</i>									
	This line will cover the cost for 2,469 gallons (2021 and 2022 average consumption) of diesel fuel. The 2024 projected average price by the US Energy Information Administration is \$3.70/gallon and while the price per gallon has decreased in the near-term, the market for brent crude oil continues to be highly volatile.									
<b>Roll Off Vehicle Total</b>		<b>58,614.17</b>	<b>43,981.52</b>	<b>57,645.49</b>	<b>67,600.00</b>	<b>38,677.83</b>	<b>72,900.00</b>	<b>72,900.00</b>	<b>8%</b>	<b>5,300.00</b>

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## Town of Durham

	1 2020 ACTUAL  As of Year End	2 2021 ACTUAL  As of Year End	3 2022 ACTUAL  As of Year End	4 2023 APPROVED BUDGET  As of September	5 2023 Expended	6 2024 Dept Head Proposed	7 2024 Town Admin Proposed	8 2023 vs 2024 % Difference	9 2023 vs 2024 \$ Difference	
<b>Solid Waste Collection</b>										
<b>Curbside Collection:</b>										
01-4323-842-01-010	F-T Wages - Curbside Collection	44,198.05	46,290.32	38,832.42	40,600.00	38,505.44	44,400.00	44,400.00	9%	3,800.00
01-4323-842-01-030	O-T Wages - Curbside Collection	1,723.51	2,120.91	1,639.10	3,000.00	2,779.83	3,000.00	3,000.00		0.00
01-4323-842-01-910	Wage Accrual - Curbside Collection	1,463.69	-2,021.85	5,377.08		-6,893.48	0.00	0.00		0.00
01-4323-842-02-310	Soc Sec - Curbside Collection	2,943.76	2,956.84	2,867.01	2,700.00	2,132.28	2,900.00	2,900.00	7%	200.00
01-4323-842-02-320	Medicare - Curbside Collection	688.48	729.07	632.97	600.00	498.69	700.00	700.00	17%	100.00
01-4323-842-02-330	Retirement - Curbside Collection	5,292.90	6,093.27	6,483.89	6,000.00	4,762.02	6,400.00	6,400.00	7%	400.00
01-4323-842-54-000	Vehicle Maint - Curbside Collection	10,703.85	28,079.48	17,747.17	10,000.00	22,320.63	10,000.00	10,000.00		0.00
	<i>Narrative for Column # 6</i>									
	This line covers the cost to maintain the 2013 SW-3 and 2015 SW-1 collection vehicles. This includes oil changes, tires, brakes and hydraulic/electrical system components.									
01-4323-842-56-000	Fuel / Oil For Vehicles - Curbside Collection	13,826.44	12,891.44	15,699.13		5,607.77	0.00	0.00		0.00
01-4323-842-56-001	Diesel Fuel - Curbside Collection	0.00	0.00	0.00	23,200.00	4,939.42	23,200.00	23,200.00		0.00
	<i>Narrative for Column # 6</i>									
	This line will cover the cost for 4,279 gallons (2021 and 2022 average consumption) of diesel fuel. The 2024 projected average price by the US Energy Information Administration is \$3.70/gallon and while the price per gallon has decreased in the near-term, the market for brent crude oil continues to be highly volatile.									
01-4323-842-90-027	Tipping Fees - Curbside Collection	136,121.02	127,415.44	137,094.57	140,000.00	96,969.24	145,000.00	145,000.00	4%	5,000.00
	<i>Narrative for Column # 6</i>									
	This line covers the cost for disposal of household trash collected curbside and at the Raymond. A. LaRoche Sr. Transfer Station and Recycling Center. An increase in funding is required in 2024 to account for a 3.5% contractual increase with Waste Management to \$85.38/ton at an average of 1,680 tons per year.									
<b>Curbside Collection Total</b>	<b>216,961.70</b>	<b>224,554.92</b>	<b>226,373.34</b>	<b>226,100.00</b>	<b>171,621.84</b>	<b>235,600.00</b>	<b>235,600.00</b>	<b>4%</b>	<b>9,500.00</b>	

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		2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024
		ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	% Difference	\$ Difference
					BUDGET		Proposed	Proposed		
		As of Year End	As of Year End	As of Year End		As of September				
<b>Recycling</b>										
01-4323-844-01-010	F-T Wages - Recycling	61,018.13	63,107.62	76,214.73	58,200.00	47,494.78	62,100.00	62,100.00	7%	3,900.00
01-4323-844-01-020	P-T Wages - Recycling	0.00	911.00	0.00	500.00	446.72	0.00	0.00	-100%	-500.00
01-4323-844-01-030	O-T Wages - Recycling	1,807.85	1,937.09	2,625.37	3,000.00	2,571.60	3,000.00	3,000.00		0.00
01-4323-844-01-910	Wage Accrual - Recycling	-1,692.66	-9,818.48	502.35		-2,676.75	0.00	0.00		0.00
01-4323-844-02-310	Soc Sec - Recycling	3,866.90	4,169.84	4,909.86	3,800.00	2,965.88	4,000.00	4,000.00	5%	200.00
01-4323-844-02-320	Medicare - Recycling	904.32	975.18	1,148.26	900.00	693.65	900.00	900.00		0.00
01-4323-844-02-330	Retirement - Recycling	6,949.41	8,365.03	11,155.52	8,400.00	6,552.11	8,800.00	8,800.00	5%	400.00
01-4323-844-36-000	Contracted Services - Recycling	55,803.80	71,513.06	57,276.84	66,400.00	44,176.64	68,300.00	68,300.00	3%	1,900.00
	<i>Narrative for Column # 6</i>									
	This line covers the cost to dispose of comingled, mixed paper and cardboard recycling collected curbside and at the Transfer Station. While pricing currently remains favorable (\$83.11/ton average), fluctuations as high as \$108.14/ton on average were observed just ten months ago. The budgeted amount will cover the unanticipated scenario for disposal of these materials in the landfill as municipal solid waste (\$85.38/ton). On average DPW disposes of 500 tons of mixed paper and 300 tons of comingled containers annually.									
01-4323-844-45-000	General Supplies - Recycling	2,588.46	2,439.59	2,195.17	1,900.00	676.21	1,900.00	1,900.00		0.00
	<i>Narrative for Column # 6</i>									
	General supplies for recycling include wire used to bale cardboard, boxes for flourescent bulbs and materials to service the baling machine.									
01-4323-844-54-000	Vehicle Maint - Recycling	11,098.47	11,314.40	16,654.16	9,000.00	9,883.28	9,000.00	9,000.00		0.00
	<i>Narrative for Column # 6</i>									
	This line covers the cost to maintain the 2018 SW-2 collection vehicle. This include oil changes, tires, brakes and hydraulic/electrical system components.									
01-4323-844-56-000	Fuel / Oil For Vehicles - Recycling	7,822.22	7,229.50	5,646.22		2,658.95	0.00	0.00		0.00
01-4323-844-56-001	Diesel Fuel - Recycling	0.00	0.00	0.00	13,700.00	5,391.06	13,700.00	13,700.00		0.00
	<i>Narrative for Column # 6</i>									
	This line will cover the cost for 2,179 gallons (2021 and 2022 average consumption) of diesel fuel. The 2024 projected average price by the US Energy Information Administration is \$3.70/gallon and while the price per gallon has decreased in the near-term, the market for brent crude oil continues to be highly volatile.									
<b>Recycling Total</b>		<b>150,166.90</b>	<b>162,143.83</b>	<b>178,328.48</b>	<b>165,800.00</b>	<b>120,834.13</b>	<b>171,700.00</b>	<b>171,700.00</b>	<b>4%</b>	<b>5,900.00</b>

# 2024 TOWN ADMINISTRATOR PROPOSED

Town of Durham

	1	2	3	4	5	6	7	8	9	
	2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024	
	ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	% Difference	\$ Difference	
				BUDGET		Proposed	Proposed			
	As of Year End	As of Year End	As of Year End		As of September					
<b>Solid Waste Disposal</b>										
<b>Transfer Station</b>										
01-4324-845-01-010	F-T Wages - Transfer Station	30,435.19	32,716.59	33,611.91	23,800.00	14,554.14	26,600.00	26,600.00	12%	2,800.00
01-4324-845-01-020	P-T Wages - Transfer Station	6,728.12	4,550.12	6,122.79	8,000.00	11,014.08	8,300.00	8,300.00	4%	300.00
01-4324-845-01-030	O-T Wages - Transfer Station	15,007.20	21,976.95	6,606.60	6,000.00	11,566.56	6,000.00	6,000.00		0.00
01-4324-845-01-910	Wage Accrual - Transfer Station	578.12	-626.37	394.89		-1,634.71	0.00	0.00		0.00
01-4324-845-02-310	Soc Sec - Transfer Station	3,265.04	3,634.31	2,887.21	2,300.00	2,201.00	2,500.00	2,500.00	9%	200.00
01-4324-845-02-320	Medicare - Transfer Station	763.49	849.92	675.11	500.00	514.79	600.00	600.00	20%	100.00
01-4324-845-02-330	Retirement - Transfer Station	4,955.53	6,690.77	5,772.47	4,100.00	3,406.02	4,400.00	4,400.00	7%	300.00
01-4324-845-36-000	Contracted Services - Transfer Station	51,409.80	74,991.37	67,832.46	71,000.00	63,143.65	99,500.00	99,500.00	40%	28,500.00
<i>Narrative for Column # 6</i>										
\$37,000 Bulky Waste: 355 tons at \$104.31/ton										
\$ 7,800 C&D Materials: 75 tons at \$104.31/ton										
\$ 4,800 Electronics										
\$ 1,000 Fluorescent Bulbs										
\$ 2,000 Tires										
\$ 2,000 Freon Removal										
\$ 1,500 Used Oil Removal										
\$ 6,400 Mr. Fox Composting: 532/month										
\$ 3,000 Fly Ash: 38 tons at \$80/ton										
\$19,000 Groundwater Testing and monitoring of the monitoring wells surrounding the landfill										
\$15,000 Complete an updated site plan of the facility as part of a Facility Permit Modification through NHDES										
It is important to note that a contractual increase of 3.5% in 2024 for the disposal of bulky waste and C&D materials with Waste Management is included.										
01-4324-845-45-000	General Supplies - Transfer Station	851.00	1,490.50	1,982.94	700.00	420.87	700.00	700.00		0.00
01-4324-845-54-000	Vehicle Maint - Transfer Station	415.81	2,127.13	1,457.20	1,400.00	835.56	1,400.00	1,400.00		0.00
<i>Narrative for Column # 6</i>										
The line accounts for routine maintenance and repairs to the Caterpillar backhoe and skid steer and pick-up truck. This includes oil changes, tires, brakes, and hydraulic/electrical system components.										
01-4324-845-56-000	Fuel / Oil For Vehicles - Transfer Station	410.61	0.00	1,194.49		332.52	0.00	0.00		0.00
01-4324-845-56-001	Diesel Fuel - Transfer Station	0.00	0.00	0.00	700.00	600.66	1,200.00	1,200.00	71%	500.00
<i>Narrative for Column # 6</i>										
This line will cover the cost for 320 gallons (2021 and 2022 average consumption) of diesel fuel for the skid steer and backhoe. The 2024 projected average price by the US Energy Information Administration is \$3.70/gallon and while the price per gallon has decreased in the near-term, the market for brent crude oil continues to be highly volatile.										
01-4324-845-56-002	Gasoline Fuel - Transfer Station	0.00	0.00	0.00	300.00	786.05	900.00	900.00	200%	600.00
<i>Narrative for Column # 6</i>										
This line will cover the cost for 290 gallons (2021 and 2022 average consumption) of gasoline for the Transfer Station pickup. The 2024 projected average price by the US Energy Information Administration is \$3.09/gallon and while the price per gallon has decreased in the near-term, the market for brent crude oil continues to be highly volatile.										
01-4324-845-61-120	Hazardous Waste Day Program - Transfer Sta	4,250.00	4,907.00	4,500.00	4,500.00	0.00	5,000.00	5,000.00	11%	500.00
01-4324-845-90-032	Lamprey - Transfer Station	3,011.52	2,331.70	3,796.37	3,800.00	2,431.00	3,800.00	3,800.00		0.00
<i>Narrative for Column # 6</i>										
Annual membership cost for the Lamprey Cooperative.										
<b>Transfer Station Total</b>		<b>122,081.43</b>	<b>155,639.99</b>	<b>136,834.44</b>	<b>127,100.00</b>	<b>110,172.19</b>	<b>160,900.00</b>	<b>160,900.00</b>	<b>27%</b>	<b>33,800.00</b>

# 2024 TOWN ADMINISTRATOR PROPOSED

Town of Durham

	1 2020 ACTUAL As of Year End	2 2021 ACTUAL As of Year End	3 2022 ACTUAL As of Year End	4 2023 APPROVED BUDGET	5 2023 Expended As of September	6 2024 Dept Head Proposed	7 2024 Town Admin Proposed	8 2023 vs 2024 % Difference	9 2023 vs 2024 \$ Difference	
<b>Solid Waste Clean-up</b>										
<b>Litter Removal</b>										
01-4325-843-01-010	F-T Wages - Litter Removal	2,163.70	4,963.01	11,079.91	11,000.00	6,981.42	11,100.00	11,100.00	1%	100.00
01-4325-843-01-020	P-T Wages - Litter Removal	1,152.00	2,842.00	1,875.18	1,800.00	1,485.76	0.00	0.00	-100%	-1,800.00
01-4325-843-01-030	O-T Wages - Litter Removal	11,142.43	11,758.95	7,401.84	12,000.00	6,616.73	12,000.00	12,000.00		0.00
01-4325-843-01-910	Wage Accrual - Litter Removal	481.77	24.40	42.53		-751.68	0.00	0.00		0.00
01-4325-843-02-310	Soc Sec - Litter Removal	926.23	1,214.42	1,264.88	1,500.00	888.58	1,400.00	1,400.00	-7%	-100.00
01-4325-843-02-320	Medicare - Litter Removal	216.72	284.12	295.76	400.00	207.90	300.00	300.00	-25%	-100.00
01-4325-843-02-330	Retirement - Litter Removal	1,540.07	2,051.60	2,623.54	3,200.00	1,781.89	3,100.00	3,100.00	-3%	-100.00
01-4325-843-45-000	General Supplies - Litter Removal	1,439.85	2,579.80	2,412.10	3,400.00	2,038.76	3,400.00	3,400.00		0.00
<i>Narrative for Column # 6</i>										
This line includes the supplies required to operate the litter removal program for the downtown corridor and surrounding parks.										
\$2,600 Trash bags - 26 boxes at \$100/each										
\$ 800 Replacement Receptacles - 2 at \$400/each										
<b>Litter Removal Total</b>	<b>19,062.77</b>	<b>25,718.30</b>	<b>26,995.74</b>	<b>33,300.00</b>	<b>19,249.36</b>	<b>31,300.00</b>	<b>31,300.00</b>	<b>-6%</b>	<b>-2,000.00</b>	



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Town of Durham

		1	2	3	4	5	6	7	8	9
		2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024
		ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	% Difference	\$ Difference
					BUDGET		Proposed	Proposed		
		As of Year End	As of Year End	As of Year End		As of September				
<b>Wagon Hill</b>										
01-4520-807-01-010	F-T Wages - Wagon Hill	3,901.20	2,203.55	1,359.20	5,600.00	1,519.40	6,200.00	6,200.00	11%	600.00
01-4520-807-01-020	P-T Wages - Wagon Hill	2,489.00	2,104.00	1,152.00	2,500.00	2,096.00	0.00	0.00	-100%	-2,500.00
01-4520-807-01-030	O-T Wages - Wagon Hill	221.20	0.00	125.28	200.00	58.85	200.00	200.00		0.00
01-4520-807-02-310	Soc Sec - Wagon Hill	422.49	254.52	163.47	500.00	227.81	400.00	400.00	-20%	-100.00
01-4520-807-02-320	Medicare - Wagon Hill	98.78	59.51	38.23	100.00	53.28	100.00	100.00		0.00
01-4520-807-02-330	Retirement - Wagon Hill	483.10	261.22	208.73	800.00	218.77	900.00	900.00	13%	100.00
01-4520-807-15-000	Electricity - Wagon Hill	402.50	614.93	1,252.63	880.00	538.34	880.00	800.00	-9%	-80.00
	<i>Narrative for Column # 6</i>									
	This line will cover the cost of electricity at the Wagon Hill Farm for 1,079 kWh (08/20221 to 07/2022 consumption) based on the current supply price of \$0.22566/kWh and other structural charges including 3-Phase, Distribution, Transmission, Stranded Cost Recovery and System Benefit Charges.									
	<i>Narrative for Column # 7</i>									
	Town Administrator reduced supply price to \$0.1575/kWh.									
01-4520-807-16-000	Heating Fuel - Wagon Hill	867.70	2,296.06	3,347.92	3,250.00	1,987.22	3,250.00	3,250.00		0.00
	<i>Narrative for Column # 6</i>									
	#2 heating oil to power the heating system. Based on a two year average of 650 gallons at the current rate of \$4.549 per gallon.									
01-4520-807-36-000	Contracted Services - Wagon Hill	13,068.27	7,901.93	11,060.65	11,000.00	11,189.47	11,000.00	11,000.00		0.00
	<i>Narrative for Column # 6</i>									
	This line will cover the following contracted services:									
	1) Portable Toilet Rental: 2 at \$310/month = \$3,720.									
	2) Tree Trimming/Removal: 2 days at \$3,000/day = \$6,000.									
	3) Fire Extinguisher Inspections: \$125/year									
	4) Fire Alarm System Inspections: \$300/year									
	5) Fire Alarm System Remote Monitoring: \$500/year									
01-4520-807-45-000	General Supplies - Wagon Hill	3,175.49	1,981.15	4,213.46	3,000.00	2,929.75	3,000.00	3,000.00		0.00
	<i>Narrative for Column # 6</i>									
	Supplies include dog waste bags and foot bridge and fencing repair materials.									
01-4520-807-51-000	Building Maintenance - Wagon Hill	0.00	444.20	40.94	1,200.00	168.38	1,200.00	1,200.00		0.00
	<i>Narrative for Column # 6</i>									
	This line includes the cost for materials for soffit/trim repairs, painting and plumbing/electrical issues.									
01-4520-807-52-000	Equip Maint (Other Than Office) - Wagon Hill	0.00	0.00	247.69	200.00	122.23	200.00	200.00		0.00
	<i>Narrative for Column # 6</i>									
	This line includes the annual cost to service the furnace.									
01-4520-807-96-000	Capital - Wagon Hill	6,303.89	2,373.00	2,000.00	2,000.00	816.17	2,000.00	2,000.00		0.00
	<i>Narrative for Column # 6</i>									
	This line includes the cost to update or replace parking area and trail system signage and maintain the well that provides water to the house and community garden.									
<b>Wagon Hill Total</b>		<b>31,433.62</b>	<b>20,494.07</b>	<b>25,210.20</b>	<b>31,230.00</b>	<b>21,925.67</b>	<b>29,330.00</b>	<b>29,250.00</b>	<b>-6%</b>	<b>-1,980.00</b>

# 2024 TOWN ADMINISTRATOR PROPOSED

## Town of Durham

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<b>Parks Grounds Maint</b>										
01-4520-808-01-010	F-T Wages - Grounds Maint	59,329.63	42,628.75	67,084.77	67,800.00	54,434.92	74,600.00	74,600.00	10%	6,800.00
01-4520-808-01-020	P-T Wages - Grounds Maint	15,596.50	19,680.00	22,784.54	20,800.00	33,873.64	49,000.00	49,000.00	136%	28,200.00
01-4520-808-01-030	O-T Wages - Grounds Maint	803.73	303.68	357.42	2,100.00	1,006.99	2,100.00	2,100.00		0.00
01-4520-808-01-910	Wage Accrual - Grounds Maint	-743.90	739.26	1,978.30		-4,041.96	0.00	0.00		0.00
01-4520-808-02-310	Soc Sec - Grounds Maint	4,649.15	3,927.86	5,716.77	5,600.00	5,287.02	7,800.00	7,800.00	39%	2,200.00
01-4520-808-02-320	Medicare - Grounds Maint	1,087.28	918.61	1,336.96	1,300.00	1,236.46	1,800.00	1,800.00	38%	500.00
01-4520-808-02-330	Retirement - Grounds Maint	6,633.81	5,709.50	9,648.27	9,600.00	7,086.11	10,400.00	10,400.00	8%	800.00
01-4520-808-06-000	Uniforms & Cleaning - Grounds Maint	1,322.48	2,529.15	2,936.71	1,200.00	1,515.29	1,200.00	1,200.00		0.00
	<i>Narrative for Column # 6</i>									
	This line covers the annual cost for uniforms for two employees based on the current AFSCME collective bargaining agreement.									
	1) 10 pairs of pants at \$50/each = \$500. 2) 10 pairs of shorts at \$35/each = \$350. 3) 10 long sleeve shirts at \$15/each = \$150. 4) 10 short sleeve shirts at \$15/each = \$150. 5) 2 jackets at \$200/each = \$400. 6) 2 safety vests at \$10/each = \$20. 7) 1 pair of rain gear at \$200/each = \$200. 8) 2 pairs of boots at \$300/each = \$600.									
	It is important to note that not all employees elect to purchase the full suite of uniforms each year.									
01-4520-808-15-000	Electricity - Grounds Maint	446.15	436.87	454.76	500.00	308.75	500.00	500.00		0.00
	<i>Narrative for Column # 6</i>									
	This line will cover the cost of electricity at the Bicentennial Park and Father Lawless Fields for 295 kWh (08/20221 to 07/2022 consumption) based on the current supply price of \$0.22566/kWh and other structural charges including 3-Phase, Distribution, Transmission, Stranded Cost Recovery and System Benefit Charges.									
01-4520-808-19-000	Water / Sewer - Grounds Maint	1,345.48	1,243.43	652.40	700.00	7,173.54	700.00	10,000.00	1,329%	9,300.00
	<i>Narrative for Column # 6</i>									
	Purchase of Town water for watering the downtown parks.									
01-4520-808-28-000	Professional / Staff Dev - Grounds Maint	0.00	560.00	530.00	500.00	0.00	500.00	500.00		0.00
	<i>Narrative for Column # 6</i>									
	This line covers the cost for the Buildings & Grounds Foreman and Maintenance Worker III to maintain their licensed Pesticide Applicator designations.									
01-4520-808-36-000	Contracted Services - Grounds Maint	5,062.98	17,998.45	9,588.80	2,200.00	1,150.00	5,900.00	5,900.00	168%	3,700.00
	<i>Narrative for Column # 6</i>									
	This line includes the following contracted services:									
	1) Portable Toilet Rental at the Father Lawless Fields: \$130/month = \$1,560/year 2) Portable Toilet Rental at Jackson's Landing Park: \$180/month = \$2,160/year. 3) Contracted Mowing Services and Hydroseeding: \$2,200/year.									

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<b>01-4520-808-45-000</b>	General Supplies - Grounds Maint	12,590.95	16,940.26	16,104.93	20,160.00	13,502.36	20,160.00	20,160.00		0.00
<i>Narrative for Column # 6</i>										
General supplies include irrigation parts, tools, flags, shrubs, bark mulch, flowers, fertilizer, sod, seed, loam, stone, gravel, sand, stone dust, picnic tables, benches, goals, nets and swings. This line include \$3,500 to purchase 10 trees as part of the department's annual Public Shade Tree Planting Program. The program aligns with our leadership role and designation as a Tree City USA for over 43 years.										
An additional \$4,160 is requested in 2023 to include: \$2,100 Playground wood chips \$2,000 Swing Set mats										
<b>01-4520-808-52-000</b>	Equip Maint (Other Than Office) - Grounds M	0.00	500.00	273.80	200.00	62.28	200.00	200.00		0.00
<i>Narrative for Column # 6</i>										
Equipment maintenance supplies include mower blades, belts, filters, batteries and various parts to fix and maintain all equipment (mowers, trimmers, blowers, watering trailer, etc.)										
<b>01-4520-808-54-000</b>	Vehicle Maint - Grounds Maint	1,470.64	2,468.35	17,698.68	2,100.00	6,446.63	2,100.00	2,100.00		0.00
<i>Narrative for Column # 6</i>										
Automotive maintenance repair supplies for the three Buildings and Grounds department vehicles.										
<b>01-4520-808-56-000</b>	Fuel / Oil For Vehicles - Grounds Maint	4,288.57	4,908.23	7,267.96		3,021.75	0.00	0.00		0.00
<b>01-4520-808-56-001</b>	Diesel Fuel - Grounds Maint	0.00	0.00	0.00	1,400.00	821.94	1,400.00	1,400.00		0.00
<i>Narrative for Column # 6</i>										
This line will cover the cost for 303 gallons (2021 and 2022 average consumption) of diesel fuel. The 2024 projected average price by the US Energy Information Administration is \$3.70/gal and while the price per gallon has decreased in the near-term, the market for brent crude oil continues to be highly volatile.										
<b>01-4520-808-56-002</b>	Gasoline Fuel - Grounds Maint	0.00	0.00	0.00	6,800.00	2,323.14	6,800.00	6,800.00		0.00
<i>Narrative for Column # 6</i>										
This line will cover the cost for 1,422 gallons (2021 and 2022 average consumption) of unleaded fuel. The 2024 projected average price by the US Energy Information Administration is \$3.07/gal and while the price per gallon has decreased in the near-term, the market for brent crude oil continues to be highly volatile.										
<b>01-4520-808-89-000</b>	Miscellaneous - Grounds Maint	0.00	0.00	0.00	200.00	0.00	200.00	200.00		0.00
<i>Narrative for Column # 6</i>										
Miscellaneous supplies include poison ivy cream, bug spray, sunscreen, safety glasses, safety vests, hard hats and gloves.										
<b>Parks Grounds Maint Total</b>		<b>113,883.45</b>	<b>121,492.40</b>	<b>164,415.07</b>	<b>143,160.00</b>	<b>135,208.86</b>	<b>185,360.00</b>	<b>194,660.00</b>	<b>36%</b>	<b>51,500.00</b>