



MICHAEL BEHRENDT
Director of Planning and
Community Development
Town Of Durham
8 Newmarket Road
Durham, NH 03824-2898

Phone: (603) 868-8064
Fax: (603) 868-8033
mbehrendt@ci.durham.nh.us
www.ci.durham.nh.us

MEMORANDUM

TO: Todd Selig, Town Administrator
Gail Jablonski, Business Manager

FROM: Michael Behrendt, Durham Town Planner

DATE: October 14, 2025

SUBJ: **Proposed 2026 Planning Budget**

I am not proposing any significant changes in any discretionary items for the 2026 operating budget from the 2025 budget for the Durham Planning Department except for Travel and Mileage. I think that item was inadvertently reduced substantially last year. The current proposal is in line with the historical amount allocated. Thank you.

2026 TOWN COUNCIL APPROVED

Town of Durham

		1	2	3	4	5	6	7	8
		2021	2022	2023	2024	2025	2026	2026	2026
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	APPROVED	Dept Head	Town Admin	Town Council
		As of Year End	As of December						
Planning Dept									
205 01-4191-401-01-010	F-T Wages - Planning Dept	121,515.75	127,170.87	132,506.31	144,142.10	147,200.00	153,410.00	153,410.00	153,410.00
Narrative for Column # 6									
This line includes the wages for the Planner and 1/3 of the cost of the Administrative Assistant (shared with the Assessor and Building/Code Enforcement).									
206 01-4191-401-01-020	P-T Wages - Planning Dept	0.00	0.00	0.00	0.00	0.00	6,100.00	6,100.00	6,100.00
Narrative for Column # 6									
Addition of a 16 hour per week college student to assist with administrative duties to be split between Planning, Building/Code Enforcement and Assessing.									
207 01-4191-401-01-030	O-T Wages - Planning Dept	98.96	274.02	50.67	0.00	500.00	500.00	500.00	500.00
208 01-4191-401-01-090	Ins Buy-Out (Wages)- Planning	0.00	181.35	761.22	1,091.48	700.00	1,010.00	1,050.00	1,050.00
209 01-4191-401-01-910	Wage Accrual - Planning Dept	522.59	116.89	476.06	1,673.26	0.00	0.00	0.00	0.00
210 01-4191-401-02-310	Soc Sec - Planning Dept	7,595.79	7,938.59	8,295.28	9,129.40	9,200.00	9,980.00	9,980.00	9,980.00
211 01-4191-401-02-320	Medicare - Planning Dept	1,776.37	1,856.74	1,939.98	2,135.29	2,200.00	2,330.00	2,330.00	2,330.00
212 01-4191-401-02-330	Retirement - Planning Dept	15,541.93	17,932.30	18,241.77	19,728.25	19,400.00	19,620.00	19,620.00	19,620.00
213 01-4191-401-03-610	Health & Dental - Planning Dept	26,286.18	27,487.36	27,972.62	30,093.66	32,800.00	35,040.00	36,880.00	36,880.00
214 01-4191-401-03-630	Life - Planning Dept	152.04	155.21	148.87	144.00	200.00	140.00	140.00	140.00
215 01-4191-401-03-640	STD - Planning Dept	672.24	711.92	680.11	714.18	800.00	910.00	910.00	910.00
216 01-4191-401-04-010	S.U.T.A. - Planning Dept	30.00	40.00	30.00	20.00	100.00	60.00	10.00	10.00
217 01-4191-401-04-020	Workers Comp - Planning Dept	163.00	200.00	187.00	300.00	300.00	300.00	300.00	300.00
218 01-4191-401-08-000	Travel & Mileage Reimb - Planning Dept	33.88	53.29	1,675.01	941.68	300.00	2,500.00	2,500.00	1,500.00
Narrative for Column # 8									
TOWN COUNCIL REDUCED BY \$1,000.									
219 01-4191-401-18-000	Cell Phones - Planning	1,083.76	631.06	507.16	422.20	1,300.00	1,300.00	1,300.00	1,300.00
220 01-4191-401-25-000	Office & Computer Supplies - Planning Dept	454.26	932.15	480.01	462.22	800.00	800.00	800.00	800.00
221 01-4191-401-26-000	Postage - Planning Dept	119.40	55.73	861.36	946.49	600.00	600.00	600.00	600.00
222 01-4191-401-27-000	Printing - Planning Dept	61.00	14.00	0.00	0.00	0.00	0.00	0.00	0.00
223 01-4191-401-28-000	Professional / Staff Dev - Planning Dept	915.38	970.92	1,312.92	3,077.91	1,300.00	1,300.00	1,300.00	1,300.00
224 01-4191-401-29-000	Membership Dues - Planning Dept	1,774.00	1,317.00	709.00	561.00	800.00	800.00	800.00	800.00
225 01-4191-401-30-000	Books & Pubs - Planning Dept	0.00	0.00	10.00	0.00	100.00	100.00	100.00	100.00
226 01-4191-401-35-000	Work study (non payroll wages) - Planning Dept	0.00	0.00	0.00	0.00	600.00	600.00	0.00	0.00
227 01-4191-401-36-000	Contracted Services - Planning Dept	7,934.17	1,394.37	1,537.33	2,429.42	21,500.00	5,000.00	5,000.00	5,000.00
Narrative for Column # 6									
Costs for off site storage of documents and temporary help for AA's leave (shared with Assessing/Code Enforcement). Funds previously budgeted in this line to cover specialized outside inspections has been moved to the Engineering Division.									
228 01-4191-401-39-000	Consultants - Planning Dept	500.00	0.00	200.00	0.00	0.00	0.00	0.00	0.00
229 01-4191-401-53-000	Office Equip Maint - Planning Dept	887.15	1,066.45	1,342.62	1,422.62	1,200.00	1,200.00	1,200.00	1,200.00
230 01-4191-401-89-000	Miscellaneous - Planning Dept	82.28	25.00	64.00	819.50	0.00	0.00	0.00	0.00

2026 TOWN COUNCIL APPROVED

Town of Durham

	1 2021	2 2022	3 2023	4 2024	5 2025	6 2026	7 2026	8 2026
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	APPROVED BUDGET	Dept Head Proposed	Town Admin Proposed	Town Council Approved
	As of Year End	As of Year End	As of Year End	As of Year End	As of December			
231 01-4850-401-00-000	Use of Donations/Grants - Planning	0.00	0.00	20,000.00	0.00	0.00	0.00	0.00
Planning Dept Total		188,200.13	190,525.22	219,989.30	220,254.66	241,900.00	243,600.00	244,830.00
								243,830.00