

TOWN OF SALEM, NH
2016/2017 BUDGET COMPARISON

FY 17 BUDGET

DEPARTMENT	2016 BUDGET			2017 BUDGET			\$ INCREASE/(DECREASE)			% INCREASE/(DECREASE)		
	SALARY/ BENEFITS	OTHER	TOTAL	SALARY/ BENEFITS	OTHER	TOTAL	SALARY/ BENEFITS	OTHER	TOTAL	SALARY/ BENEFITS	OTHER	TOTAL
Selectmen	18,640	9,750	28,390	18,660	9,025	27,685	20	(725)	(705)	0.11%	-7.44%	-2.48%
District Court	-	107,961	107,961	-	118,706	118,706	-	10,745	10,745	---	9.95%	9.95%
Town Manager	322,360	5,428	327,788	294,283	7,664	301,947	(28,077)	2,236	(25,841)	-8.71%	41.19%	-7.88%
Legal	-	113,900	113,900	-	100,061	100,061	-	(13,839)	(13,839)	---	-12.15%	-12.15%
Human Resources	249,778	19,483	269,261	289,526	23,528	313,054	39,748	4,045	43,793	15.91%	20.76%	16.26%
Employee Benefits	981,774	-	981,774	1,233,661	-	1,233,661	251,887	-	251,887	25.66%	---	25.66%
Boards & Committees	5,870	15,309	21,179	5,550	15,159	20,709	(320)	(150)	(470)	-5.45%	-0.98%	-2.22%
Town Buildings	553	203,267	203,820	546	223,209	223,755	(7)	19,942	19,935	-1.27%	9.81%	9.78%
Finance	685,639	39,180	724,819	690,593	38,039	728,632	4,954	(1,141)	3,813	0.72%	-2.91%	0.53%
Information Technology	-	474,957	474,957	-	506,794	506,794	-	31,837	31,837	---	6.70%	6.70%
Assessing	239,911	7,213	247,124	246,534	6,999	253,533	6,623	(214)	6,409	2.76%	-2.97%	2.59%
Town Clerk	241,296	7,310	248,606	228,961	8,460	237,421	(12,335)	1,150	(11,185)	-5.11%	15.73%	-4.50%
Elections	79,603	16,450	96,053	11,658	8,950	20,608	(67,945)	(7,500)	(75,445)	-85.35%	-45.59%	-78.55%
Collections	197,034	-	197,034	210,487	-	210,487	13,453	-	13,453	6.83%	---	6.83%
Tax Collector	156,566	12,750	169,316	161,876	14,875	176,751	5,310	2,125	7,435	3.39%	16.67%	4.39%
Debt Service	-	1,163,141	1,163,141	-	731,311	731,311	-	(431,830)	(431,830)	---	-37.13%	-37.13%
Insurance	20,000	435,392	455,392	20,000	479,325	499,325	-	43,933	43,933	0.00%	10.09%	9.65%
Community Development	174,887	79,082	253,969	247,885	450	248,335	72,998	(78,632)	(5,634)	41.74%	-99.43%	-2.22%
Planning	223,814	1,793	225,607	235,324	11,808	247,132	11,510	10,015	21,525	5.14%	558.56%	9.54%
Police	10,015,403	520,630	10,536,033	10,528,425	574,597	11,103,022	513,022	53,967	566,989	5.12%	10.37%	5.38%
Fire	10,473,797	865,756	11,339,553	10,852,163	940,644	11,792,807	378,366	74,888	453,254	3.61%	8.65%	4.00%
Municipal Services	2,457,939	3,455,099	5,913,038	2,499,993	2,992,161	5,492,154	42,054	(462,938)	(420,884)	1.71%	-13.40%	-7.12%
Human Services	175,178	152,858	328,036	186,497	187,005	373,502	11,319	34,147	45,466	6.46%	22.34%	13.86%
Community Services	523,251	80,972	604,223	525,192	102,810	628,002	1,941	21,838	23,779	0.37%	26.97%	3.94%
Library	1,130,077	321,646	1,451,723	1,194,328	321,876	1,516,204	64,251	230	64,481	5.69%	0.07%	4.44%
Community Contributions	-	26,975	26,975	-	28,694	28,694	-	1,719	1,719	---	6.37%	6.37%
Subtotal - General Fund	28,373,369	8,136,302	36,509,671	29,682,142	7,452,149	37,134,291	1,308,773	(684,152)	624,621	4.61%	-8.41%	1.71%
Capital Improvements	-	1,550,281	1,550,281	-	1,039,201	1,039,201	-	(511,080)	(511,080)	---	-32.97%	-32.97%
Separate Warrant Articles	-	5,041,105	5,041,105	-	6,986,324	6,986,324	-	1,945,219	1,945,219	---	38.59%	38.59%
Total - General Fund	28,373,369	14,727,688	43,101,057	29,682,142	15,477,674	45,159,816	1,308,773	749,987	2,058,760	4.61%	5.09%	4.78%
Sewer Fund	197,254	2,370,774	2,568,028	209,549	3,137,616	3,347,165	12,295	766,842	779,137	6.23%	32.35%	30.34%
Water Fund	1,014,705	4,040,407	5,055,112	1,082,828	2,057,954	3,140,782	68,123	(1,982,453)	(1,914,330)	6.71%	-49.07%	-37.87%
Grand Total	29,585,328	21,138,869	50,724,197	30,974,519	20,673,244	51,647,763	1,389,191	(465,624)	923,567	4.70%	-2.20%	1.82%

2017 REVENUE REPORT

ACCOUNT NAME	2015 RECEIVED	2016 BUDGET	2016 RECEIVED (PRE-AUDIT)	2017 MGR RECOMM.	2017 BOS RECOMM.	2017 BUD COMM. RECOMM.	2017 BUDGET
REVENUE SUMMARY							
TAXES	338,746	255,500	300,132	244,000	244,000	244,000	244,000
INTERGOVERNMENTAL REVENUES-STATE	2,461,043	2,378,220	2,194,778	2,051,013	2,051,013	2,051,013	2,051,013
LICENSES AND PERMITS	6,901,989	6,943,400	7,115,512	6,859,700	6,902,544	6,902,544	6,902,544
CHARGES FOR SERVICES	3,361,063	3,006,076	3,294,968	2,991,360	3,137,177	3,137,177	3,137,177
MISCELLANEOUS REVENUES	777,877	88,500	168,938	118,500	38,500	38,500	38,500
OTHER FINANCING SOURCES	112,399	2,497,787	131,393	677,445	4,789,937	4,789,937	4,789,937
TOTAL - GENERAL FUND	13,953,117	15,169,483	13,205,720	12,942,018	17,163,171	17,163,171	17,163,171
INCOME FROM SEWER FUND	2,728,328	2,568,028	3,041,860	3,325,629	3,347,215	3,347,165	3,347,165
INCOME FROM WATER FUND	5,592,266	5,055,112	5,034,411	3,376,925	3,141,055	3,140,782	3,140,782
TOTAL REVENUES	22,273,711	22,792,623	21,281,990	19,644,572	23,651,441	23,651,118	23,651,118

ACCT. NO.	ACCOUNT NAME	2015 RECEIVED	2016 BUDGET	2016 RECEIVED (PRE-AUDIT)	2017 MGR RECOMM.	2017 BOS RECOMM.	2017 BUD COMM. RECOMM.	2017 BUDGET
TAXES								
1 - 3120	YIELD TAX	6,380	1,500	325	1,000	1,000	1,000	1,000
1 - 3130	BOAT TAX	10,655	4,000	11,240	8,000	8,000	8,000	8,000
	INTEREST AND PENALTIES	321,711	250,000	288,567	235,000	235,000	235,000	235,000
		338,746	255,500	300,132	244,000	244,000	244,000	244,000

ACCT. NO.	ACCOUNT NAME	2015 RECEIVED	2016 BUDGET	2016 RECEIVED (PRE-AUDIT)	2017 MGR RECOMM.	2017 BOS RECOMM.	2017 BUD COMM. RECOMM.	2017 BUDGET
INTEREST AND PENALTIES								
1 - 3160	INTEREST-CURRENT YR. PROP TAX	32,304	30,000	34,962	30,000	30,000	30,000	30,000
1 - 3161	INTEREST-PRIOR YRS. PROP TAX	106,896	105,000	94,529	90,000	90,000	90,000	90,000
1 - 3183	TAX LIEN INTEREST-2010 LEVY	2,010	-	192	-	-	-	-
1 - 3184	TAX LIEN INTEREST-2009 LEVY	1,747	-	-	-	-	-	-
1 - 3185	TAX LIEN INTEREST-2008 LEVY	585	-	-	-	-	-	-
1 - 3186	TAX LIEN INTEREST-2007 LEVY	651	-	-	-	-	-	-
1 - 3187	TAX LIEN INTEREST-2006 LEVY	-	-	-	50,000	50,000	50,000	50,000
1 - 3188	TAX LIEN INTEREST-2015 LEVY	-	35,000	22,770	35,000	35,000	35,000	35,000
1 - 3189	TAX LIEN INTEREST-2013 LEVY	74,757	50,000	60,720	-	-	-	-
1 - 3190	TAX LIEN INTEREST-2012 LEVY	61,726	-	755	-	-	-	-
1 - 3191	TAX LIEN INTEREST-2011 LEVY	2,026	-	1,718	-	-	-	-
1 - 3192	TAX LIEN INTEREST-2014 LEVY	25,723	30,000	70,491	30,000	30,000	30,000	30,000
1 - 3193	OTHER TAX INTEREST	13,287	-	2,430	-	-	-	-
		321,711	250,000	288,567	235,000	235,000	235,000	235,000

ACCT. NO.	ACCOUNT NAME	2015 RECEIVED	2016 BUDGET	2016 RECEIVED (PRE-AUDIT)	2017 MGR RECOMM.	2017 BOS RECOMM.	2017 BUD COMM. RECOMM.	2017 BUDGET
INTERGOVERNMENTAL REVENUES-STATE								
1 - 3207	MEALS & ROOMS	1,375,873	1,396,903	1,482,718	1,396,903	1,396,903	1,396,903	1,396,903
1 - 3202	HIGHWAY BLOCK GRANT	600,949	621,270	645,669	621,270	621,270	621,270	621,270
1 - 3215	OTHER GOVERNMENTAL REVENUE	484,221	360,047	66,390	32,840	32,840	32,840	32,840
		2,461,043	2,378,220	2,194,778	2,051,013	2,051,013	2,051,013	2,051,013

ACCT. NO.	ACCOUNT NAME	2015 RECEIVED	2016 BUDGET	2016 RECEIVED (PRE-AUDIT)	2017 MGR RECOMM.	2017 BOS RECOMM.	2017 BUD COMM. RECOMM.	2017 BUDGET
LICENSES AND PERMITS								
1 - 3240	AUTO PERMITS	5,784,501	5,831,000	6,252,255	5,900,000	5,900,000	5,900,000	5,900,000
1 - 3243	DOG LICENSES	17,635	15,000	19,003	15,500	15,500	15,500	15,500
	BUSINESS LICENSES, PERMITS, FEES	1,099,853	1,097,400	844,254	944,200	987,044	987,044	987,044
		6,901,989	6,943,400	7,115,512	6,859,700	6,902,544	6,902,544	6,902,544

ACCT. NO.	ACCOUNT NAME	2015 RECEIVED	2016 BUDGET	2016 RECEIVED (PRE-AUDIT)	2017 MGR RECOMM.	2017 BOS RECOMM.	2017 BUD COMM. RECOMM.	2017 BUDGET
BUSINESS LICENSES, PERMITS, FEES								
1 - 3220	TROTTING & RACING	112,300	110,000	76,150	-	-	-	-
1 - 3224	OTHER BUSINESS LICENSES	140	300	75	150	150	150	150
1 - 3239	MUNICIPAL AGENT FEE	105,806	100,000	108,177	104,000	104,000	104,000	104,000
1 - 3241	TITLE FEES	15,514	12,000	16,514	13,500	13,500	13,500	13,500
1 - 3242	MARRIAGE LICENSES	2,781	2,500	2,866	2,500	2,500	2,500	2,500
1 - 3259	STREET OPENING-ENGINEERING	4,275	2,000	4,050	2,000	2,000	2,000	2,000
1 - 3260	BUILDING PERMITS	526,856	550,000	318,150	510,000	550,000	550,000	550,000
1 - 3261	ELECTRICAL PERMITS	65,730	56,000	58,257	65,000	65,000	65,000	65,000
1 - 3262	PLUMBING PERMITS	33,110	40,000	23,035	31,000	31,000	31,000	31,000
1 - 3263	GAS PERMITS (& OTHER)	41,265	40,000	33,145	40,000	40,000	40,000	40,000
1 - 3265	FOOD SERVICE LICENSE	44,505	43,000	45,005	43,000	43,000	43,000	43,000
1 - 3266	TATTOO PARLOR LICENSE	3,550	3,700	3,050	3,000	3,000	3,000	3,000
1 - 3268	MASSAGE LICENSE	4,850	4,000	5,250	4,000	4,000	4,000	4,000
1 - 3269	OTHER HEALTH DEPT. LICENSES	300	300	250	250	250	250	250
1 - 3365	LANDFILL-PERMITS	120,100	112,600	124,440	105,000	107,844	107,844	107,844

2017 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2015 RECEIVED	2016 BUDGET	2016 RECEIVED (PRE-AUDIT)	2017 MGR RECOMM.	2017 BOS RECOMM.	2017 BUD COMM. RECOMM.	2017 BUDGET
1 - 3366	ANIMAL CONTROL FEES	890	1,000	570	800	800	800	800
1 - 3371	SEPTIC INSPECTION FEES	17,880	20,000	25,270	20,000	20,000	20,000	20,000
		1,099,853	1,097,400	844,254	944,200	987,044	987,044	987,044

ACCT. NO.	ACCOUNT NAME	2015 RECEIVED	2016 BUDGET	2016 RECEIVED (PRE-AUDIT)	2017 MGR RECOMM.	2017 BOS RECOMM.	2017 BUD COMM. RECOMM.	2017 BUDGET
CHARGES FOR SERVICES								
	INCOME FROM DEPARTMENTS	2,523,398	2,139,749	2,480,524	2,110,080	2,255,897	2,255,897	2,255,897
1 - 3620	RENT OF TOWN PROPERTY	15,033	15,060	18,199	16,950	16,950	16,950	16,950
1 - 3625	INCOME FROM SCHOOL	323,739	331,745	321,947	347,013	347,013	347,013	347,013
1 - 3630	COURT HOUSE LEASE	408,570	409,587	413,079	413,570	413,570	413,570	413,570
1 - 3305	OUTSIDE POLICE DETAIL	89,210	108,802	58,779	101,306	101,306	101,306	101,306
1 - 3334	OUTSIDE FIRE DETAIL	1,112	1,133	2,441	2,441	2,441	2,441	2,441
		3,361,063	3,006,076	3,294,968	2,991,360	3,137,177	3,137,177	3,137,177

ACCT. NO.	ACCOUNT NAME	2015 RECEIVED	2016 BUDGET	2016 RECEIVED (PRE-AUDIT)	2017 MGR RECOMM.	2017 BOS RECOMM.	2017 BUD COMM. RECOMM.	2017 BUDGET
INCOME FROM DEPARTMENTS								
1 - 3180	MISCELLANEOUS CHARGES	275	100	400	100	100	100	100
1 - 3230	ELECTIONS & REGISTRATION	455	500	795	100	100	100	100
1 - 3244	CIVIL FORFEITURE	9,150	2,500	11,075	4,500	4,500	4,500	4,500
1 - 3245	UCC FILINGS	4,620	5,000	4,110	4,000	4,000	4,000	4,000
1 - 3246	CERTIFIED COPIES	13,135	10,000	14,960	10,000	10,000	10,000	10,000
1 - 3247	RECORDING & OTHER	2,017	1,000	2,346	1,100	1,100	1,100	1,100
1 - 3248	COLLECTION FEES	1,559	700	1,325	550	550	550	550
1 - 3249	MISCELLANEOUS-TOWN CLERK	155	100	118	100	100	100	100
1 - 3232	MAPS, COPIES, ETC.	1,382	1,400	2,036	1,000	1,000	1,000	1,000
1 - 3233	LAND USE ORDINANCE	170	20	-	-	-	-	-
1 - 3237	PLANNING BOARD	30,346	30,000	43,953	35,210	35,210	35,210	35,210
1 - 3231	PUBLIC HEARINGS (BOA)	11,380	7,500	15,025	10,000	10,000	10,000	10,000
1 - 3300	POLICE ALARM PERMITS	3,450	3,000	3,400	3,000	3,000	3,000	3,000
1 - 3301	PISTOL PERMITS	5,210	4,000	7,750	4,500	4,500	4,500	4,500
1 - 3302	FINGERPRINTING	3,330	4,000	2,371	3,000	3,000	3,000	3,000

2017 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2015 RECEIVED	2016 BUDGET	2016 RECEIVED (PRE-AUDIT)	2017 MGR RECOMM.	2017 BOS RECOMM.	2017 BUD COMM. RECOMM.	2017 BUDGET
1 - 3304	POLICE REPORTS	10,162	10,000	9,498	10,000	10,000	10,000	10,000
1 - 3306	POLICE ALARMS	15,700	5,000	20,805	10,000	10,000	10,000	10,000
1 - 3307	PARKING FINES	2,630	5,500	9,370	8,000	8,000	8,000	8,000
1 - 3308	OTHER POLICE DEPT. INCOME	26,750	30,000	23,056	27,000	27,000	27,000	27,000
1 - 3309	WITNESS FEES	7,410	18,000	12,702	10,000	10,000	10,000	10,000
1 - 3310	EVIDENCE PROCEEDS	-	800.00	-	-	-	-	-
1 - 3330	FIRE PERMITS	40,901	46,000	51,641	46,000	46,000	46,000	46,000
1 - 3331	FIRE/AMBULANCE REPORTS	593	617	783	617	617	617	617
1 - 3332	FIRE ALARM MONITORING FEES	99,880	120,000	113,850	116,000	116,000	116,000	116,000
1 - 3333	AMBULANCE FEES	1,067,403	1,100,000	1,358,717	1,168,925	1,168,925	1,168,925	1,168,925
1 - 3335	OTHER FIRE DEPT. INCOME	0	-	3,200	1,000	1,000	1,000	1,000
1 - 3360	CEMETERY LOTS	23,325	15,000	20,065	20,000	20,000	20,000	20,000
1 - 3361	CEMETERY OPENINGS	29,250	40,000	45,800	32,000	32,000	32,000	32,000
1 - 3364	LANDFILL-REVENUE SHARING	31,732	35,000	34,631	34,000	34,000	34,000	34,000
1 - 3368	LANDFILL-TONNAGE CHARGES	149,198	95,000	158,918	162,000	263,507	263,507	263,507
1 - 3380	WELFARE CHARGES	225	2,000	557	200	200	200	200
1 - 3382	WELFARE LIENS	1,432	3,000	1,336	1,000	1,000	1,000	1,000

2017 REVENUE REPORT

ACCT. NO.	ACCOUNT NAME	2015 RECEIVED	2016 BUDGET	2016 RECEIVED (PRE-AUDIT)	2017 MGR RECOMM.	2017 BOS RECOMM.	2017 BUD COMM. RECOMM.	2017 BUDGET
1 - 3400	RECREATION CHARGES	7,972	5,500	7,504	5,500	5,500	5,500	5,500
1 - 3401	LIBRARY REVENUE	9,823	10,000	10,689	10,000	10,000	10,000	10,000
1 - 3404	SENIOR CENTER REVENUE	17,462	16,500	17,894	17,500	17,500	17,500	17,500
1 - 3450	SEWER ADMIN. CHARGE	121,500	121,500	121,500	145,799	167,511	167,511	167,511
1 - 3452	SCTV ADMIN. CHARGE	7,500	7,500	7,500	7,500	7,500	7,500	7,500
1 - 3460	WATER ADMIN. CHARGE	186,000	186,000	186,000	187,879	210,477	210,477	210,477
1 - 3640	COURT FINES	16,599	12,000	9,061	12,000	12,000	12,000	12,000
1 - 3780	INTERFUND TRANSFER	563,316	185,012	145,782	-	-	-	-
		2,523,398	2,139,749	2,480,524	2,110,080	2,255,897	2,255,897	2,255,897

ACCT. NO.	ACCOUNT NAME	2015 RECEIVED	2016 BUDGET	2016 RECEIVED (PRE-AUDIT)	2017 MGR RECOMM.	2017 BOS RECOMM.	2017 BUD COMM. RECOMM.	2017 BUDGET
MISCELLANEOUS REVENUES								
1 - 3600	INTEREST EARNINGS	5,401	1,000	9,544	1,000	1,000	1,000	1,000
1 - 3710	SALE OF TOWN PROPERTY	149,208	80,000	110,407	110,000	30,000	30,000	30,000
1 - 3650	WORKERS' COMP. RETURN OF PREM.	614,657	-	-	-	-	-	-
1 - 3740	MISCELLANEOUS REVENUES	8,611	7,500	48,987	7,500	7,500	7,500	7,500
		777,877	88,500	168,938	118,500	38,500	38,500	38,500

ACCT. NO.	ACCOUNT NAME	2015 RECEIVED	2016 BUDGET	0162 RECEIVED (PRE-AUDIT)	2017 MGR RECOMM.	2017 BOS RECOMM.	2017 BUD COMM. RECOMM.	2017 BUDGET
OTHER FINANCING SOURCES								
1 - 3670	OTHER FINANCING SOURCES	22,557	25,000	21,892	139,445	79,445	79,445	79,445
1 - 3610	INTEREST EARNINGS-TRUST FUND	23,932	20,000	21,898	20,000	20,000	20,000	20,000
1 - 3615	BOND AND NOTE PROCEEDS	-	-	-	-	3,127,150	3,127,150	3,127,150
1 - 3616	AMORTIZED BOND PREMIUM	-	-	15,918	-	-	-	-
1 - 3700	PILOT	65,909	71,000	71,683	65,000	65,000	65,000	65,000
1 - 3800	USE OF FUND BALANCE	-	2,381,787	-	453,000	1,498,342	1,498,342	1,498,342
		112,399	2,497,787	131,393	677,445	4,789,937	4,789,937	4,789,937

2017 BUDGET

DEPT.	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
<i>SELECTMEN/COURT SUMMARY</i>							
SELECTMEN	28,228	28,390	27,839	27,935	27,685	27,685	27,685
DISTRICT COURT	136,954	107,961	134,457	132,356	119,056	118,706	118,706
TOTAL - SELECTMEN/COURT	165,182	136,351	162,296	160,291	146,741	146,391	146,391

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
SELECTMEN								
10100 - 4090	REGULAR PAY	15,000	15,000	14,875	15,000	15,000	15,000	15,000
10100 - 4092	TEMPORARY PAY	2,782	2,250	2,872	2,500	2,250	2,250	2,250
10100 - 4172	WORKERS' COMPENSATION	6	52	52	55	55	55	55
10100 - 4174	FICA-SOCIAL SECURITY	1,361	1,320	1,358	1,339	1,339	1,339	1,339
10100 - 4177	UNEMPLOYMENT COMPENSATION	24	18	31	16	16	16	16
10100 - 4200	OFFICE SUPPLIES	1,337	750	894	1,000	1,000	1,000	1,000
10100 - 4202	TOWN REPORT/WARRANT	4,057	4,250	3,951	4,250	4,250	4,250	4,250
10100 - 4400	CONTRACTED SERVICES	800	650	1,145	875	875	875	875
10100 - 4406	PRINTING & BINDING	1,101	400	1,107	400	400	400	400
10100 - 4410	ADVERTISING	1,761	3,700	1,554	2,500	2,500	2,500	2,500
TOTAL		28,228	28,390	27,839	27,935	27,685	27,685	27,685

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
SELECTMEN - 10100			
4090	SELECTMEN (5)	0	15,000
			----- 15,000

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - SELECTMEN

DEPT # - 10100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	2,250	Recording secretary & staff support for Selectmen business and meetings. (2 hour minimum) 3 yr wgted avg - 2,578	Recording secretary & staff support for Selectmen business and meetings. (2 hour minimum) 3 yr wgted avg - 2,211
4200	Office Supplies	1,000	Photocopies, Selectmen nameplates, steno pads, proclamation frames, retirement clocks, etc.	Photocopies, Selectmen nameplates, steno pads, proclamation frames, retirement clocks, etc.
4202	Town Report/Town Warrant	4,250	Printing of annual Town Report.	Printing of annual Town Report.
4400	Contracted Services	875	Outside contracted services to tow vehicles, equipment, and misc. items to auction, generally held annually in October.	Outside contracted services to tow vehicles, equipment, and misc. items to auction, generally held annually in October.
4406	Printing & Binding	400	Printing of proposed and approved budget.	Printing of proposed and approved budget.
4410	Advertising	2,500	Newspaper advertising for land auctions, public hearings, (includes notices for amending / updating town codes), Town Meeting notices. (3 yr wgted avg-2,480)	Newspaper advertising for land auctions, public hearings, (includes notices for amending / updating town codes), Town Meeting notices. (3 yr wgted avg-3,752)

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
<i>DISTRICT COURT</i>								
10200 - 4201	MAINTENANCE SUPPLIES	1,301	1,262	837	1,416	1,416	1,416	1,416
10200 - 4401	CLEANING SERVICES	16,220	16,382	16,546	16,711	16,711	16,711	16,711
10200 - 4450	TELEPHONE	322	330	318	334	334	334	334
10200 - 4452	BUILDING MAINTENANCE	26,031	21,795	35,987	35,203	21,903	21,903	21,903
10200 - 4457	GROUNDS MAINTENANCE	1,750	1,250	1,814	1,600	1,600	1,250	1,250
10200 - 4470	GENERAL LIABILITY	454	520	505	535	535	535	535
10200 - 4491	PROPERTY INSURANCE	6,184	6,615	6,205	6,355	6,355	6,355	6,355
10200 - 4495	HEAT	40,386	22,037	30,169	26,924	26,924	26,924	26,924
10200 - 4496	ELECTRICITY	43,411	36,867	41,029	42,328	42,328	42,328	42,328
10200 - 4497	OTHER UTILITIES	895	903	1,048	950	950	950	950
TOTAL		136,954	107,961	134,457	132,356	119,056	118,706	118,706

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - DISTRICT COURT

DEPT # - 10200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4201	Maintenance Supplies	1,416	Paper towels, toilet tissue, soap, plastic trash liners, light bulbs, etc. 3 yr wgt'd avg. (1,416)	Paper towels, toilet tissue, soap, plastic trash liners, light bulbs, etc. 3 yr wgt'd avg. (1,262)
4401	Cleaning Services	16,711	Contracted service Based on contract	Contracted service Based on 2015 +1%
4450	Telephone	334	Elevator telephone line charge 3 yr wgt'd avg. (325)	Elevator telephone line charge 3 yr wgt'd avg. (326)
4452	Building Maintenance	21,903	Maintenance contracts: Air conditioning 2,050 Furnace 1,950 Elevator Inspection \$167/mo. 2,004 Elevator State Inspection 50 Alarm system monitoring 192 Pest control (47.70/mo.) 572 Window cleaning outside 585 Building Fire Alarm Test (2) 1,000 Duct Cleaning 6,000 General maintenance to building 7,500 3 yr wgt'd avg. (23,057)	Maintenance contracts: Air conditioning 2,050 Furnace 1,950 Elevator Inspection \$158/mo. 1,896 Elevator State Inspection 50 Alarm system monitoring 192 Pest control (47.70/mo.) 572 Window cleaning outside 585 Building Fire Alarm Test (2) 1,000 Building Study (HVAC issues) 6,000 General maintenance to building 7,500 3 yr wgt'd avg. (15,111)
4457	Grounds Maintenance	1,250	Plantings, mulch, etc 1,250 Fert Program 0 3 yr wgt'd avg. (1,693)	Plantings, mulch, etc 3 yr wgt'd avg. (1,621)
4470	General Liability	535	Liability coverage (rate based on percentage of overall expenditures)	Liability coverage (rate based on percentage of overall expenditures)

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - DISTRICT COURT

DEPT # - 10200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
			(estimated 9% increase 7/1/17)	(estimated 9% increase 7/1/16)
4491	Property Insurance	6,355	Insurance for building (estimated 9% increase 7/1/17)	Insurance for building (estimated 9% increase 7/1/16)
4495	Heat	26,924	Heating and air conditioning costs. 3 yr wgted avg. 11,757 gals. Oil @ \$2.29	3 yr wgted avg. 9,623 gals. Oil @ \$2.29
4496	Electricity	42,328	Electricity for Court House building and Parking lot lighting 3 yr wgted avg. (39,838) + estimated increase from provider.	Electricity for Court House building and Parking lot lighting 3 yr wgted avg. (33,718)
4497	Other Utilities	950	Sewer and Water 3 yr wgted avg. (905)	Sewer and Water 3 yr wgted avg. (903)

NOTE: Revenues from rent of the Court House were estimated at \$409,587 for 2016 & \$413,570 for 2017

2017 BUDGET

DEPT.	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
TOWN MANAGER SUMMARY							
TOWN MANAGER	297,445	327,788	307,237	305,027	301,995	301,947	301,947
LEGAL	83,641	113,900	89,666	113,100	100,061	100,061	100,061
HUMAN RESOURCES	272,665	269,261	301,409	316,716	313,126	313,054	313,054
EMPLOYEE BENEFITS	1,363,976	981,774	956,196	1,140,478	1,215,634	1,233,661	1,233,661
BOARDS & COMMITTEES	20,752	21,179	21,841	20,709	20,709	20,709	20,709
TOWN BUILDINGS	233,453	203,820	207,644	239,342	223,755	223,755	223,755
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TOTAL - TOWN MANAGER	2,271,932	1,917,722	1,883,993	2,135,371	2,175,279	2,193,186	2,193,186

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
TOWN MANAGER								
10300 - 4090	REGULAR PAY	196,919	201,163	191,426	194,367	191,920	191,920	191,920
10300 - 4092	TEMPORARY PAY	-	17,160	12,563	-	-	-	-
10300 - 4098	OVERTIME PAY		-	840	-	-	-	-
10300 - 4170	RETIREMENT	21,384	22,469	21,419	21,915	21,638	21,638	21,638
10300 - 4171	DISABILITY INSURANCE	1,363	1,377	1,372	1,378	1,378	1,378	1,378
10300 - 4172	WORKERS' COMPENSATION	527	653	653	602	602	602	602
10300 - 4174	FICA-SOCIAL SECURITY	13,183	16,702	14,102	14,869	14,682	14,682	14,682
10300 - 4176	HEALTH INSURANCE	53,661	59,367	53,858	61,374	61,274	61,274	61,274
10300 - 4177	UNEMPLOYMENT COMPENSATION	196	267	264	182	182	134	134
10300 - 4178	LIFE INSURANCE	762	762	588	588	588	588	588
10300 - 4179	DENTAL INSURANCE	2,319	2,440	2,067	2,088	2,067	2,067	2,067
10300 - 4200	OFFICE SUPPLIES	1,324	750	1,066	1,000	1,000	1,000	1,000
10300 - 4405	MEMBERSHIPS & PUBLICATIONS	1,577	1,468	2,453	2,103	2,103	2,103	2,103
10300 - 4407	VOUCHERED EXPENSE	621	200	249	200	200	200	200
10300 - 4408	VEHICLE EXPENSE	256	350	-	350	350	350	350
10300 - 4450	TELEPHONE	356	360	915	1,036	1,036	1,036	1,036
10300 - 4453	MEETINGS & TRAINING	2,778	2,200	3,248	2,775	2,775	2,775	2,775
10300 - 4600	OFFICE FURNITURE & EQUIPMENT	220	100	156	200	200	200	200
	TOTAL	297,445	327,788	307,237	305,027	301,995	301,947	301,947

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
TOWN MANAGER - 10300			
4090	TOWN MANAGER	0	130,007
	EXECUTIVE ASSISTANT	0	61,913

			191,920

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - TOWN MANAGER

DEPT # - 10300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2016	EXPLANATION 2016
4092	Temporary Pay	-	Part time clerk hours Moved to HR Budget	Part time clerk hours (22 hours/week at \$15/hour)
4200	Office Supplies	1,000	Photocopies, envelopes, paper, file folders and other office supplies.	Photocopies, envelopes, paper, file folders and other office supplies.
4405	Memberships & Publications	2,173	NH Municipal Managers Association Dues (NHMMA) 100 ICMA Dues 1,235 NH Bar Association (NHBA) Annual Fees/Dues 545 Union Leader 133 Eagle Tribune 160	NH Municipal Managers Association Dues 100 ICMA Dues 1,235 Union Leader 133
4407	Vouchered Expense	200	Business expenses, telephone calls, general staff meetings, etc	Business expenses, telephone calls, general staff meetings, etc
4408	Vehicle Expense	350	Mileage reimbursement for Town Manager.	Mileage reimbursement for Town Manager.
4450	Telephone	1,036	Cell phone stipend for Town Manager	Cell phone stipend for Town Manager
4453	Meetings & Training	2,775	ICMA Conference 1,700 NHMMA Conference 500 NHBA CLE Requirements 500 NHMMA Meetings 75	ICMA Conference 1,700 NHMMA Conference 500
4600	Office Furniture & Equipment	200	Office Chair	

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
LEGAL								
10310 - 4399	LEGAL SERVICES	79,597	110,000	86,370	110,000	96,961	96,961	96,961
10310 - 4400	CONTRACTED SERVICES	3,007	3,100	2,157	2,300	2,300	2,300	2,300
10310 - 4405	MEMBERSHIPS & PUBLICATIONS	1,037	800	1,139	800	800	800	800
	TOTAL	83,641	113,900	89,666	113,100	100,061	100,061	100,061

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - LEGAL

DEPT # - 10310

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4399	Legal Services	96,961	Outside legal services (2013-2015, 3-year weighted average=96,961)	Outside legal services (2012-2014, 3-year weighted average=120,666)
4400	Contracted Services	2,300	Title searches for tax lien. The State requires Towns to notify mortgagees on tax accounts subject to possible deeding, requiring title searches. Amount reimbursed by property owners.	Title searches for tax lien. The State requires Towns to notify mortgagees on tax accounts subject to possible deeding, requiring title searches. Amount reimbursed by property owners.
4405	Memberships & Publications	800	NH Statute Books	NH Statute Books

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
HUMAN RESOURCES								
10320 - 4090	REGULAR PAY	169,548	174,769	179,401	185,962	183,621	183,621	183,621
10320 - 4092	TEMPORARY PAY	-	-	390	22,118	22,118	22,118	22,118
10320 - 4170	RETIREMENT	18,996	19,521	20,039	20,968	20,703	20,703	20,703
10320 - 4171	DISABILITY INSURANCE	1,306	1,341	1,354	1,393	1,393	1,393	1,393
10320 - 4172	WORKERS' COMPENSATION	437	520	520	645	645	645	645
10320 - 4174	FICA-SOCIAL SECURITY	12,738	13,370	13,290	15,918	15,739	15,739	15,739
10320 - 4176	HEALTH INSURANCE	34,560	37,714	37,714	42,809	42,741	42,741	42,741
10320 - 4177	UNEMPLOYMENT COMPENSATION	196	178	182	273	273	201	201
10320 - 4178	LIFE INSURANCE	588	588	588	588	588	588	588
10320 - 4179	DENTAL INSURANCE	1,689	1,777	1,777	1,794	1,777	1,777	1,777
10320 - 4200	OFFICE SUPPLIES	435	200	1,095	350	350	350	350
10320 - 4400	CONTRACTED SERVICES	278	278	261	278	278	278	278
10320 - 4405	MEMBERSHIPS & PUBLICATIONS	1,005	1,005	1,018	1,200	1,200	1,200	1,200
10320 - 4406	PRINTING & BINDING	-	200	-	100	100	100	100
10320 - 4410	ADVERTISING	360	500	880	800	800	800	800
10320 - 4423	MEDICAL EXAMS/HIRING	7,031	10,000	9,287	10,000	10,000	10,000	10,000
10320 - 4444	MEDIATION/NEGOTIATION	22,519	5,000	29,989	8,000	8,000	8,000	8,000
10320 - 4450	TELEPHONE	111		720	720	-	-	-
10320 - 4453	MEETINGS & TRAINING	652	2,000	2,372	2,500	2,500	2,500	2,500

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
10320 - 4600	OFFICE FURNITURE & EQUIP.	-	-	350	-	-	-	-
10320 - 4905	JOINT LOSS SAFETY COMMITTEE	327	300	183	300	300	300	300
TOTAL		272,665	269,261	301,409	316,716	313,126	313,054	313,054

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
HUMAN RESOURCES - 10320			
4090	HUMAN RESOURCES DIRECTOR	0	118,621
	BENEFITS ADMIN/HR ASSISTANT	0	65,000

			183,621

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - HUMAN RESOURCES

DEPT # - 10320

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	22,118	Part time clerk (28 hours/week) 22,118 Request moved from Town Manager budget Increase of 6 hours based on hiring demands	Request moved to Town Manager budget
4200	Office Supplies	350	Paper, pencils, pens, binders, file folders, paper clips, envelopes, etc. including files for new filing	Paper, pencils, pens, binders, file folders, paper clips, envelopes, etc.
4400	Contracted Services	278	Flexible Spending administration fee. Note: \$5.79/mo./employee for 4 current participants.	Flexible Spending administration fee. Note: \$5.79/mo./employee for 4 current participants.
4405	Membership & Publications	1,200	IPMA (Required for exams) 400 HR Director New Hampshire Bar 635 Association Annual Dues/Fees Municipal Law Section 165	IPMA (Required for exams) 390 HR Director New Hampshire Bar 615 Association Annual Dues/Fees
4406	Printing & Binding	100	Printing costs for personnel manuals, insurance information and wellness program documents.	Printing costs for personnel manuals, insurance information and wellness program documents. New Federal Health Insurance requirements for 2014 increased need for printing notices etc.
4410	Advertising	800	Advertising for vacancies for most non-major departments, also includes advertising for management or professional positions. Includes Internet, newspaper, and professional publications.	Advertising for vacancies for most non-major departments, also includes advertising for management or professional positions. Includes Internet, newspaper, and professional publications.

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - HUMAN RESOURCES

DEPT # - 10320

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4423	Medical Exams/Hiring	10,000	Pre-employment/post-offer physicals, background checks, and Independent Medical Exams for all departments, w/c, booster shots. Innovis (annual fee to provide background checks). 100	Pre-employment/post-offer physicals, background checks, and Independent Medical Exams for all departments, w/c, booster shots. Innovis (annual fee to provide background checks). 100
4444	Mediation / Negotiation	8,000	Legal assistance relating to 5 labor contracts, including negotiation, mediation, labor relations, arbitration cases, and grievances.	Legal assistance relating to 5 labor contracts, including negotiation, mediation, labor relations, arbitration cases, and grievances.
4450	Telephone	0	Cell phone stipend for Director and Assisstant	
4453	Meetings & Training	2,500	Mileage costs (.54 per mile) to 1 or 2 free trainings for HR employee training, including Primex free training, and attendance at the NH Bar Association Labor and Employment Law Annual Update and one other continuing education seminar for the HR Director.	Mileage costs (.575 per mile) to 1 or 2 free trainings for HR employee training, including Primex free training, and attendance at the NH Bar Association Labor and Employment Law Annual Update and one other continuing education seminar for the HR Director.
4905	Joint Loss Safety Committee	300	Per Dept. of Labor LAB 603.02 Establishment of a JLMC that states: "the committee shall have control over a portion of the budget." Funds for copying, distribution of information and developing and printing photos of inspections.	Per Dept. of Labor LAB 603.02 Establishment of a JLMC that states: "the committee shall have control over a portion of the budget." Funds for copying, distribution of information and developing and printing photos of inspections.

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
EMPLOYEE BENEFITS								
10330 - 4090	REGULAR PAY	-	-	-	28,029	28,029	28,029	28,029
10330 - 4109	EMPLOYEE RETIREMENT BEN.	682,530	350,000	323,527	350,000	350,000	350,000	350,000
10330 - 4114	ANNUAL SICK LEAVE BUY-BACK	119,519	114,389	155,641	120,103	149,265	149,265	149,265
10330 - 4176	HEALTH INSURANCE	561,927	517,385	477,028	642,346	688,340	706,367	706,367
TOTAL		1,363,976	981,774	956,196	1,140,478	1,215,634	1,233,661	1,233,661

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - EMPLOYEE BENEFITS

DEPT # - 10330

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4090	Regular Pay	28,029	Represents Non-Affiliate merit based payments to be allocated in 2017 for the following employees not associated with a union contract: Town Manager, Executive Assistant, HR Director, HR Assistant, Finance Director, Community Development Director, Municipal Services Director, Fire Chief, Police Chief, Town Clerk, and Tax Collector. Amount calculated based on 2% of annual salaries. Total request includes \$23,028 in salary and \$5,001 in associated benefits.	Represents Non-Affiliate pay increases to be allocated in 2016 for the following employees not associated with a union contract: Town Manager, Assistant Town Manager, Executive Assistant, HR Director, HR Assistant, Finance Director, Engineering Director, Public Works Director, Fire Chief, Police Chief, Town Clerk, and Tax Collector. Amount calculated based on a 2.25% increase, effective April 1, 2016. Total request includes \$20,815 in salary and \$4,893 in associated benefits.
4109	Employee Retirement Benefits	350,000	Funding for buy-outs of sick and vacation accruals for terminating employees. (3 yr wgt'd avg-532,833)	Funding for buy-outs of sick and vacation accruals for terminating employees. Offset by use of Fund Balance in revenues GF 1-3800. (3 yr wgt'd avg-150,955)
4114	Annual Sick/Vacation Leave Buy-Back	149,265	Payment to eligible employees for sick days remaining over maximum (72) at year end. Members of SPAA and Police unions, as well as some Non-Affiliates are no longer included. Also includes redemption of unused vacation leave, per union contracts. (3 yr wgt'd avg-120,103)	Payment to eligible employees for sick days remaining over maximum (72) at year end. Members of SPAA and Police unions, as well as some Non-Affiliates are no longer included.

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - EMPLOYEE BENEFITS

DEPT # - 10330

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4176	Health Insurance	706,367	<p>Health insurance premiums for eligible duty-related disability retirees from Police and Fire, according to their Union contract. Budgeted amount is net of the subsidy amount received on behalf of each retiree.</p> <p>Currently covers 32 retirees.</p>	<p>Health insurance premiums for eligible duty-related disability retirees from Police and Fire, according to their Union contract. Budgeted amount is net of the subsidy amount received on behalf of each retiree.</p> <p>Currently covers 30 retirees.</p>

2017 BUDGET

DEPT.	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
BOARDS & COMMITTEES SUMMARY							
PLANNING BOARD	4,182	3,674	4,695	3,509	3,509	3,509	3,509
BOARD OF ADJUSTMENT	1,833	1,888	1,813	1,887	1,887	1,887	1,887
BUDGET COMMITTEE	2,035	3,265	1,819	2,311	2,311	2,311	2,311
CONSERVATION COMMISSION	2,182	1,952	2,412	2,202	2,202	2,202	2,202
TRUSTEE OF TRUST FUNDS	10,522	10,400	11,101	10,800	10,800	10,800	10,800
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TOTAL-BOARDS & COMMITTEES	20,752	21,179	21,841	20,709	20,709	20,709	20,709

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
PLANNING BOARD								
10341 - 4092	TEMPORARY PAY	2,188	2,000	2,892	2,310	2,310	2,310	2,310
10341 - 4172	WORKERS' COMPENSATION	6	5	5	7	7	7	7
10341 - 4174	FICA-SOCIAL SECURITY	167	153	221	177	177	177	177
10341 - 4177	UNEMPLOYMENT COMPENSATION	30	16	33	15	15	15	15
10341 - 4210	OPERATING SUPPLIES	479	200	679	200	200	200	200
10341 - 4400	CONTRACTED SERVICES	570	-	-	-	-	-	-
10341 - 4405	MEMBERSHIPS & PUBLICATIONS	36	100	-	100	100	100	100
10341 - 4410	ADVERTISING	645	1,000	756	500	500	500	500
10341 - 4453	MEETINGS & TRAINING	60	200	110	200	200	200	200
	SUBTOTAL	4,182	3,674	4,695	3,509	3,509	3,509	3,509

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - PLANNING BOARD

DEPT # - 10341

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	2,310	Recording Secretary 3 yr wgted avg - 2,310	Recording Secretary 3 yr wgted avg - 2,436
4210	Operating Supplies	200	Photocopying, envelopes & stationery	Video tapes, photocopying, envelopes & stationery (public notices separated into separate advertising account)
4405	Memberships & Publications	100	State Planning Statutes Book, Planning Board Handbooks	State Planning Statutes Book, Planning Board Handbooks
4410	Advertising	500 *	Public notices 3 yr wgted avg – 916	Public notices 3 yr wgted avg – 1,433
4453	Meetings & Training	200	Training seminars/workshops	Training seminars/workshops

*Note : Planning Board application fees offset these expenses. (GF 1-3237)

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
BOARD OF ADJUSTMENT								
10342 - 4092	TEMPORARY PAY	1,302	1,000	1,182	1,000	1,000	1,000	1,000
10342 - 4172	WORKERS COMPENSATION	2	3	3	3	3	3	3
10342 - 4174	FICA-SOCIAL SECURITY	100	77	90	77	77	77	77
10342 - 4177	UNEMPLOYMENT COMPENSATION	-	8	-	7	7	7	7
10342 - 4210	OPERATING SUPPLIES	138	200	57	200	200	200	200
10342 - 4410	ADVERTISING	231	500	426	500	500	500	500
10342 - 4453	MEETINGS AND TRAINING	60	100	55	100	100	100	100
	SUBTOTAL	1,833	1,888	1,813	1,887	1,887	1,887	1,887

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - BOARD OF ADJUSTMENT

DEPT # - 10342

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	1,000	Recording Secretary 3 yr wgt'd avg - 1,165	Recording Secretary 3 yr wgt'd avg - 942
4210	Operating Supplies	200	Photocopying, envelopes & stationery, maps	Audio tapes, video tapes, photocopying, envelopes & stationery, maps
4410	Advertising	500 *	Fees associated with legal notices for petitions filed 3 yr wgt'd avg – 642	Fees associated with legal notices for petitions filed 3 yr wgt'd avg – 1,605
4453	Meetings & Training	100	Training for Board members	Training for Board members

*Note : Zoning Board application fees offset these expenses. (GF 1-3231)

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
BUDGET COMMITTEE								
10343 - 4092	TEMPORARY PAY	1,085	1,900	848	1,300	1,300	1,300	1,300
10343 - 4172	WORKERS COMPENSATION	5	5	5	4	4	4	4
10343 - 4174	FICA-SOCIAL SECURITY	83	145	65	99	99	99	99
10343 - 4177	UNEMPLOYMENT COMPENSATION	10	15	-	8	8	8	8
10343 - 4210	OPERATING SUPPLIES	852	1,200	901	900	900	900	900
	SUBTOTAL	2,035	3,265	1,819	2,311	2,311	2,311	2,311

TOWN OF SALEM, NH
 2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - BUDGET COMMITTEE

DEPT # - 10343

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	1,300	Recording Secretary 3 yr wgted avg - 1,268	Recording Secretary 3 yr wgted avg - 1,857
4210	Operating Supplies	900	Video tapes, photocopying, public notices, binders, etc. 3 yr wgted avg - 896	Video tapes, photocopying, public notices, binders, etc. 3 year wgted avg. 1,127

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
CONSERVATION COMMISSION								
10344 - 4092	TEMPORARY PAY	811	500	926	500	500	500	500
10344 - 4172	WORKERS COMPENSATION	1	1	1	2	2	2	2
10344 - 4174	FICA-SOCIAL SECURITY	62	38	71	38	38	38	38
10344 - 4177	UNEMPLOYMENT COMPENSATION	-	4	-	3	3	3	3
10344 - 4210	OPERATING SUPPLIES	115	150	81	300	300	300	300
10344 - 4405	MEMBERSHIPS & PUBLICATIONS	963	1,059	1,059	1,059	1,059	1,059	1,059
10344 - 4453	MEETINGS & TRAINING	230	200	275	300	300	300	300
	SUBTOTAL	2,182	1,952	2,412	2,202	2,202	2,202	2,202

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - CONSERVATION COMMISSION

DEPT # - 10344

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	500	Recording Secretary 3 yr wgt'd avg - 784	Recording Secretary 3 yr wgt'd avg - 669
4210	Operating Supplies	300	Photo-copying, envelopes & stationery, maps, public notices, print Town Forest and Wetland brochures 3 yr wgt'd avg - 177	Audio tapes, video tapes, photo-copying, envelopes & stationery, maps, public notices 3 yr wgt'd avg - 175
4405	Memberships & Publications	1,059	NH Assoc. of Conservation Commissions (NHACC) NHACC publications	NH Assoc. of Conservation Commissions (NHACC) NHACC publications
4453	Meetings & Training	300	NHACC Mtg., training workshops/seminars (several new members in 2016)	NHACC Mtg., training workshops/seminars

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
TRUSTEE OF TRUST FUNDS								
10348 - 4403	TECHNICAL SERVICES	10,522	10,400	11,101	10,800	10,800	10,800	10,800
	SUBTOTAL	10,522	10,400	11,101	10,800	10,800	10,800	10,800
	TOTAL-BOARDS & COMMITTEES	20,752	21,179	21,841	20,709	20,709	20,709	20,709

DEPT NAME - TRUSTEE OF TRUST FUNDS

DEPT # - 10348

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2016	EXPLANATION 2016
4403	Technical Services	10,800	Management fees for Non-Expendable Trust Funds. These fees are based on the income that the funds earn. For example, higher income results in higher fees, while lower income reflects less in fees.	Management fees for Non-Expendable Trust Funds. These fees are based on the income that the funds earn. For example, higher income results in higher fees, while lower income reflects less in fees.

2017 BUDGET

DEPT.	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
TOWN BUILDINGS SUMMARY							
TOWN HALL	206,930	178,613	184,915	213,402	197,815	197,815	197,815
OLD TOWN HALL	11,093	10,230	9,700	11,098	11,098	11,098	11,098
HOSE HOUSE	4,561	5,374	3,304	4,439	4,439	4,439	4,439
OLD LIBRARY	3,864	3,327	3,061	3,574	3,574	3,574	3,574
SCHOOL HOUSE #5	1,014	1,086	1,189	1,101	1,101	1,101	1,101
DEPOT TRAIN STATION	5,991	5,190	5,474	5,728	5,728	5,728	5,728
<hr/>							
TOTAL-TOWN BUILDINGS	233,453	203,820	207,644	239,342	223,755	223,755	223,755

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
TOWN HALL								
10350 - 4201	MAINTENANCE SUPPLIES	2,200	2,589	3,926	2,589	2,589	2,589	2,589
10350 - 4237	GAS & OIL	573	380	389	416	416	416	416
10350 - 4401	CLEANING SERVICES	18,566	18,752	18,606	18,940	18,940	18,940	18,940
10350 - 4440	EQUIPMENT RENTAL	500	458	660	482	482	482	482
10350 - 4450	TELEPHONE	21,148	21,123	23,100	19,087	19,087	19,087	19,087
10350 - 4451	POSTAGE	44,482	43,752	45,840	44,589	44,589	44,589	44,589
10350 - 4452	BUILDING MAINTENANCE	30,168	34,172	35,594	46,057	30,470	30,470	30,470
10350 - 4454	ELEVATOR MAINTENANCE	1,941	2,082	1,997	2,154	2,154	2,154	2,154
10350 - 4457	GROUNDS MAINTENANCE	1,904	2,100	1,758	2,850	2,850	2,850	2,850
10350 - 4458	VEHICLE MAINTENANCE	-	50	324	50	50	50	50
10350 - 4459	EQUIPMENT MAINTENANCE	10,768	9,880	11,155	11,605	11,605	11,605	11,605
10350 - 4495	HEAT	15,064	14,995	11,845	12,822	12,822	12,822	12,822
10350 - 4496	ELECTRICITY	57,249	27,000	28,959	50,481	50,481	50,481	50,481
10350 - 4497	OTHER UTILITIES	1,731	1,280	762	1,280	1,280	1,280	1,280
10350 - 4600	OFFICE FURNITURE & EQUIP.	637	-	-	-	-	-	-
	SUBTOTAL	206,930	178,613	184,915	213,402	197,815	197,815	197,815

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - TOWN HALL

DEPT # - 10350

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4201	Maintenance Supplies	2,589	Paper products, cleaning supplies, light bulbs, water, 3 yr wgt'd avg. (2,385)	Paper products, cleaning supplies, light bulbs, water, 3 yr wgt'd avg. (2,589)
4237	Gas & Oil	416	Fuel for the Town Hall "pool" vehicle 181 gals (3 yr wgt'd avg) @ 2.30	Fuel for the Town Hall "pool" vehicle 165 gals (3 yr wgt'd avg) @ 2.30
4401	Cleaning Services	18,940	Cleaning services for Town Hall Based on bid	Cleaning services for Town Hall Based on 2015 +1%
4440	Equipment Rental	482	Document disposal container-monthly service (3 yr wgt'd avg. 482)	Document disposal container-monthly service (3 yr wgt'd avg. 458)
4450	Telephone	19,087	Land line telephone services and fax lines. Cell phones (3) 3 yr wgt'd avg. (16,965) (Inspectors' phones moved to Fire Budget)	17,287 Land line telephone services and fax lines. Cell phones (8) 3 yr wgt'd avg. (16,965) (2014/15 expenditures low because of billing issues) Add cell phone for add'l inspector
4451	Postage	44,589	Postage costs for all Town Hall operations, motor vehicle registration mailing, public hearing notices, certified mail, ink, sealer Property Tax Bills (2 bulk mail) Permit Fee (3 yr wgt'd avg. 44,589)	15,997 Land line telephone services and fax lines. Cell phones (8) 3 yr wgt'd avg. (16,965) (2014/15 expenditures low because of billing issues) Add cell phone for add'l inspector 816 34,992 Postage costs for all Town Hall operations, motor vehicle registration mailing, public hearing notices, certified mail, ink, sealer Property Tax Bills (2 bulk mail) Permit Fee (3 yr wgt'd avg. 43,752)
4452	Building Maintenance	30,470	Maintenance contracts: Air conditioning	Maintenance contracts: Air conditioning 2,150

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - TOWN HALL

DEPT # - 10350

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
			Furnace	Furnace
			1,750	1,750
			Alarm system monitoring/test	Alarm system monitoring/test
			2,928	2,928
			Pest control (47.70/mo.)	Pest control (47.70/mo.)
			572	572
			Window cleaning outside	Window cleaning outside
			585	585
			Fire extinguisher/maintenance and inspection	Fire extinguisher/maintenance and inspection
			2,100	2,100
			Normal upkeep of building (repairs, maintenance, painting, plumbing, electrical and carpentry including supplies for building, walkways, doors, etc.)	Normal upkeep of building (repairs, maintenance, painting, plumbing, electrical and carpentry including supplies for building, walkways, doors, etc.)
			8,500	8,500
			Install new AC Unit for IT room	Insulation installation in attic
			11,885	15,587
			3 yr wgted avg. (33,620)	3 yr wgted avg. (45,583)
4454	Elevator Maintenance	2,154	Elevator Inspection \$167/mo.	Elevator Inspection \$161/mo.
			2,004	1,932
			Elevator State Inspection	Elevator State Inspection
			50	50
			Fire Alarm Test	Fire Alarm Test
			100	100
			(3 yr wgted avg. 2,071)	(3 yr wgted avg. 2,034)
4457	Grounds Maintenance	2,850	Fertilize, lime, seed, loam, bark mulch, shrubs, and general maint.of grounds at the Town Hall.	Fertilize, lime, seed, loam, bark mulch, shrubs, and general maint.of grounds at the Town Hall.
			Added program for fertilizer.	
			750	
			3 yr wgted avg. (1,929)	3 yr wgted avg. (2,069)
4458	Vehicle Maintenance	50	Maintenance for "pool" car used by Town Hall employees .	Maintenance for "pool" car used by Town Hall employees
			(3 yr wgted avg. 114)	(3 yr wgted avg. 457)

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - TOWN HALL

DEPT # - 10350

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4459	Equipment Maintenance	11,605	Postage meter maintenance contract and rental	Postage meter maintenance contract and rental
			2,708	2,708
			Copier maintenance contracts and services (3). Includes color copies and Copier lease (1). Ends in May 2018.	Copier maintenance contracts and services (3)
			4,475	2,750
			2,820	2,820
			1,277	1,277
			325	325
			(3 yr wgt'd avg. 10,163)	(3 yr wgt'd avg. 9,598)
4495	Heat	12,822	Estimated 11,551 therms @ \$1.11	Estimated 10,635 therms @ \$1.41
			12,822	14,995
4496	Electricity	50,481	Based on 3 year weighted average, plus estimated increase from provider (LED project ongoing)	Based on estimate from supplier (reduced based on efficient lighting)
4497	Other Utilities	1,280	Water and sewer charges	Water and sewer charges based on 3 year average usage
			3 yr wgt'd avg. (1,519)	3 yr wgt'd avg. (1,280)

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
OLD TOWN HALL								
10351 - 4092	TEMPORARY PAY	453	450	528	450	450	450	450
10351 - 4170	RETIREMENT	49	50	59	51	51	51	51
10351 - 4172	WORKERS' COMPENSATION	11	19	19	11	11	11	11
10351 - 4174	FICA-SOCIAL SECURITY	33	34	39	34	34	34	34
10351 - 4210	OPERATING SUPPLIES	-	100	-	100	100	100	100
10351 - 4450	TELEPHONE	372	372	811	1,602	1,602	1,602	1,602
10351 - 4495	HEAT	5,762	4,042	3,832	4,149	4,149	4,149	4,149
10351 - 4496	ELECTRICITY	1,010	1,049	884	1,003	1,003	1,003	1,003
10351 - 4497	OTHER UTILITIES	99	177	88	180	180	180	180
10351 - 4498	BUILDING REPAIRS	3,303	3,937	3,440	3,518	3,518	3,518	3,518
	SUBTOTAL	11,093	10,230	9,700	11,098	11,098	11,098	11,098

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - OLD TOWN HALL

DEPT # - 10351

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2016	EXPLANATION 2016
4092	Temporary Pay	450	Hours for cleaning of building (3 yr wgt'd avg. 422)	Hours for cleaning of building (3 yr wgt'd avg. 356)
4210	Operating Supplies	100	Cleaning supplies	Cleaning supplies
4450	Telephone	1,602	Telephone line charge for alarm Internet	Telephone line charge for alarm 1,200
4495	Heat	4,149	Fuel oil for Old Town Hall. 3 yr wgt'd avg. gal 1,812 @\$2.29	Fuel oil for Old Town Hall. 3 yr wgt'd avg. gal 1,765 @\$2.29 4,042
4496	Electricity	1,049	Electricity Based on 3 yr weighted avg, plus estimated increase from provider.	Electricity Based on estimate from supplier
4497	Other Utilities	180	Water Charges Septic Pumping	Water Charges Septic Pumping 77 100
4498	Building Repairs	3,791	Pest control (37.1/mo) Maintenance, repairs, etc. Burner Maintenance Alarm Monitoring Fire alarm test (3 yr wgt'd avg. 3,518)	Pest control (37.1/mo) Maintenance, repairs, etc. Burner Maintenance Alarm Monitoring Fire alarm test (3 yr wgt'd avg. 3,976) 445 2,300 500 192 500

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
HOSE HOUSE								
10353 - 4452	BUILDING MAINTENANCE	413	482	382	482	482	482	482
10353 - 4495	HEAT	2,675	3,091	1,345	2,410	2,410	2,410	2,410
10353 - 4496	ELECTRICITY	523	488	444	485	485	485	485
10353 - 4497	OTHER UTILITIES	951	1,313	1,134	1,062	1,062	1,062	1,062
	SUBTOTAL	4,561	5,374	3,304	4,439	4,439	4,439	4,439

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - HOSE HOUSE

DEPT # - 10353

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4452	Building Maintenance	482	Minor repairs to building Pest Control (31.80/mo)	Minor repairs to building Pest Control (31.80/mo)
			100	100
			382	382
4495	Heat	2,410	Heat installed December 2013, based on 30 months of deliveries 1,310 gals propane @ \$1.84	Heat installed December 2013, based on 18 months of deliveries 1,344 gals propane @ \$2.30
			2,410	3,091
4496	Electricity	485	Electricity Includes the cost of the Holiday Tree lighting. Based on 3 year weighted average, plus estimate increase from provider.	Electricity Includes the cost of the Holiday Tree lighting. Based on estimate from supplier
4497	Other Utilities	1,062	Water for the Common irrigation system and Old Cemetery (3 yr wgt'd avg - 1,062)	Water for the Common irrigation system and Old Cemetery (3 yr wgt'd avg - 1,313)

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
OLD LIBRARY								
10354 - 4452	BUILDING MAINTENANCE	1,646	1,445	1,567	1,835	1,835	1,835	1,835
10354 - 4495	HEAT	1,734	1,374	1,065	1,296	1,296	1,296	1,296
10354 - 4496	ELECTRICITY	420	435	359	376	376	376	376
10354 - 4497	OTHER UTILITIES	64	73	70	67	67	67	67
	SUBTOTAL	3,864	3,327	3,061	3,574	3,574	3,574	3,574

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
SCHOOL HOUSE #5								
10355 - 4450	TELEPHONE	376	372	377	402	402	402	402
10355 - 4452	BUILDING MAINTENANCE	510	574	671	574	574	574	574
10355 - 4496	ELECTRICITY	128	140	141	125	125	125	125
	SUBTOTAL	1,014	1,086	1,189	1,101	1,101	1,101	1,101

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - SCHOOL HOUSE #5

DEPT # - 10355

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4453	Telephone	402	Telephone line for security system (3 yr wgt'd avg. - 365)	Telephone line for security system (3 yr wgt'd avg. - 331)
4452	Building Maintenance	574	Pest control (31.80/mo) 382 Alarm Monitoring 192	Pest control (31.80/mo) 382 Alarm Monitoring 192
4496	Electricity	125	Electricity Based on 3 year weighted average, plus estimate increase from provider.	Electricity Based on estimate from supplier

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
DEPOT TRAIN STATION								
10356 - 4452	BUILDING MAINTENANCE	3,038	2,197	2,795	2,877	2,877	2,877	2,877
10356 - 4495	HEAT	1,103	1,352	1,158	1,014	1,014	1,014	1,014
10356 - 4496	ELECTRICITY	1,756	1,536	1,419	1,740	1,740	1,740	1,740
10356 - 4497	OTHER UTILITIES	93	105	102	97	97	97	97
	SUBTOTAL	5,991	5,190	5,474	5,728	5,728	5,728	5,728
	TOTAL-TOWN BUILDINGS	233,453	203,820	207,644	239,342	223,755	223,755	223,755

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - DEPOT TRAIN STATION

DEPT # - 10356

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2016	EXPLANATION 2016
4452	Building Maintenance	2,877	Fire alarm inspection 285 Alarm monitoring 192 Fire extinguisher inspection 100 Burner maintenance contract 900 HVAC repairs 680 Pest control (60/mo) 720	Fire alarm inspection 285 Alarm monitoring 192 Fire extinguisher inspection 100 Burner maintenance contract 900 Pest control (60/mo) 720
4495	Heat	1,014	551 gals (3 yr wgt'd avg) propane @ \$1.84/gallon	588 gals (3 yr wgt'd avg) propane @ \$2.30/gallon
4496	Electricity	1,740	Electricity Based on 3 year weighted average, plus estimate increase from provider.	Electricity Based on estimate from supplier
4497	Other Utilities	97	Water and Sewer charges (3 yr wgt'd avg - 97)	Water and Sewer charges (3 yr wgt'd avg - 105)

**Estimated offsetting revenues of \$12,150 per year plus 60% Utility cost share (Rent was \$11,799 in 2016)

2017 BUDGET

DEPT.	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
FINANCIAL SERVICES SUMMARY							
FINANCE	691,485	724,819	707,219	719,044	728,824	728,632	728,632
INFORMATION TECHNOLOGY	409,265	474,957	487,244	506,794	506,794	506,794	506,794
ASSESSING	440,637	247,124	247,213	249,891	253,629	253,533	253,533
TOWN CLERK	208,586	248,606	247,455	238,156	237,445	237,421	237,421
ELECTIONS	23,795	96,053	75,173	20,608	20,608	20,608	20,608
COLLECTIONS	218,159	197,034	202,882	207,075	210,592	210,487	210,487
TAX COLLECTOR	165,928	169,316	173,195	177,278	176,775	176,751	176,751
DEBT SERVICES	1,198,748	1,163,141	1,163,140	731,311	731,311	731,311	731,311
INSURANCE	512,369	455,392	438,513	499,325	499,325	499,325	499,325
TOTAL - FINANCIAL SERVICES	3,868,972	3,776,442	3,742,031	3,349,482	3,365,303	3,364,862	3,364,862

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
FINANCE DEPARTMENT								
20100 - 4090	REGULAR PAY	411,832	420,090	403,319	405,973	412,015	412,015	412,015
20100 - 4092	TEMPORARY PAY	50,685	57,003	56,823	67,648	70,475	70,475	70,475
20100 - 4098	OVERTIME PAY	-	-	1,770	-	-	-	-
20100 - 4111	TREASURER	2,500	2,500	2,500	2,500	2,500	2,500	2,500
20100 - 4170	RETIREMENT	40,983	42,314	39,778	41,106	41,616	41,616	41,616
20100 - 4171	DISABILITY INSURANCE	3,276	3,382	3,218	3,309	3,372	3,372	3,372
20100 - 4172	WORKERS' COMPENSATION	1,222	1,441	1,441	1,475	1,475	1,475	1,475
20100 - 4174	FICA-SOCIAL SECURITY	33,933	36,688	35,090	36,423	36,961	36,961	36,961
20100 - 4176	HEALTH INSURANCE	107,068	115,072	112,327	115,070	114,908	114,908	114,908
20100 - 4177	UNEMPLOYMENT COMPENSATION	784	712	910	728	728	536	536
20100 - 4178	LIFE INSURANCE	1,163	1,189	1,126	1,179	1,197	1,197	1,197
20100 - 4179	DENTAL INSURANCE	4,988	5,248	4,915	5,594	5,538	5,538	5,538
20100 - 4200	OFFICE SUPPLIES	1,321	1,508	2,077	1,481	1,481	1,481	1,481
20100 -4400	CONTRACTED SERVICES	-	4,675	4,675	-	-	-	-
20100 - 4404	AUDIT	27,143	30,546	34,812	31,230	31,230	31,230	31,230
20100 - 4405	MEMBERSHIPS & PUBLICATIONS	374	365	498	399	399	399	399
20100 - 4406	PRINTING & BINDING	2,249	1,050	1,351	2,315	2,315	2,315	2,315
20100 - 4408	VEHICLE EXPENSE	417	296	262	374	374	374	374
20100 -4450	TELEPHONE			69	-	-	-	-

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
20100 - 4453	MEETINGS & TRAINING	708	740	259	2,240	2,240	2,240	2,240
20100 - 4600	OFFICE FURNITURE & EQUIP.	840	-	-	-	-	-	-
TOTAL		691,485	724,819	707,219	719,044	728,824	728,632	728,632

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
FINANCE - 20100			
4090	FINANCE DIRECTOR	0	106,639
	ACCOUNTING AND BUDGET MANAGER	0	99,382
	PAYROLL COORDINATOR	0	55,779
	ACCOUNTS RECEIVABLE	0	53,648
	ACCOUNTS PAYABLE	0	53,648
	UTILITIES COORDINATOR (30 HRS.)	0	42,919

			412,015

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FINANCE

DEPT # - 20100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	70,475	Part time Utilities Clerk - 27 ½ hours/week (Increase of 5 hours per week)	Part time Utilities Clerk - 22 ½ hours/week
			31,996	23,574
			Part time Purchasing Agent – 27.5 hours/week (increase of 2.5 hours per week)	Part time Purchasing Agent – 25 hours/week (increases per the SEA contract)
			38,479	33,429
4111	Treasurer Pay	2,500	Compensation for Town Treasurer.	Compensation for Town Treasurer.
4200	Office Supplies	1,481	Binders, envelopes, pens, pencils, receipt books, storage boxes, adding machine tape, file folders, copies, etc. (3 yr wgtd avg - 1,361)	Binders, envelopes, pens, pencils, receipt books, storage boxes, adding machine tape, file folders, copies, etc. 3 year weighted average \$1,508.
4400	Contracted Services	-	Actuarial Services for valuation of OPEBs (Other Post- Employment Benefits) (Done every 2 years)	Actuarial Services for valuation of OPEBs (Other Post- Employment Benefits) (Done every 2 years)
4404	Audit	31,230	Annual financial audit (2016) and consultation calls	Annual financial audit (2015) and consultation calls
			27,930	27,396
			Single Audit	Single Audit
			3,300	3,150
			(Third year of 3 year contract)	(Second year of 3 year contract)
4405	Memberships & Publications	399	NH Government Financial Officer Association (Finance Director)	NH Government Financial Officer Association (Finance Director)
			40	40
			NH Government Financial Officer Association (Acct & Bgt Mgr)	NH Government Financial Officer Association (Acct & Bgt Mgr)
			40	40
			American Payroll Assoc. (P/R)	American Payroll Assoc. (P/R)
			254	220
			New England Chapter (P/R)	New England Chapter (P/R)
			65	65

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FINANCE

DEPT # - 20100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
				Boston Chapter (P/R) -
4406	Printing & Binding	2,315	Payroll Checks (4,000) -	Payroll Checks (4,000) -
			Direct Deposit Statements -	Direct Deposit Statements -
			W-2's and 1099's 390	W-2's and 1099's 350
			A/P checks (6,000) 700	A/P checks (6,000) 700
			Purchase orders (3,500) 1,000	Purchase orders (3,500) -
			1095 Forms for ACA 225	
4408	Vehicle Expense	374	Mileage reimbursement for finance personnel. (3 yr wgt'd avg – 374)	Mileage reimbursement for finance personnel. (3 yr wgt'd avg – 296)
4453	Meetings & Training	2,240	National Year End and Preparing for 2018 (Payroll) 440	National Year End and Preparing for 2017 (Payroll) 440
			NH Gov't Financial Officer Assoc. annual conference (Bgt Mgr) 300	NH Gov't Financial Officer Assoc. annual conference (Bgt Mgr) 300
			Continued Professional Education per Finance Director's Terms of Employment 1,500	

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
INFORMATION TECHNOLOGY								
20200 - 4210	OPERATING SUPPLIES	16,258	20,547	30,464	24,850	24,850	24,850	24,850
20200 - 4400	CONTRACTED SERVICES	373,232	443,438	437,220	462,618	462,618	462,618	462,618
20200 - 4459	EQUIPMENT MAINTENANCE	7,643	7,500	7,340	7,500	7,500	7,500	7,500
20200 - 4600	OFFICE FURNITURE & EQUIP.	5,338	-	241	-	-	-	-
20200 - 4701	COMPUTER EQUIP ACQUISITION	6,794	3,472	10,805	11,826	11,826	11,826	11,826
20200 - 4718	COMPUTER SOFTWARE ACQUISITION	-	-	1,173	-	-	-	-
TOTAL		409,265	474,957	487,244	506,794	506,794	506,794	506,794

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - INFORMATION TECHNOLOGY

DEPT # - 20200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4210	Operating Supplies	24,850	Plotter paper/velum/supplies (GIS) PC accessories Security/ID supplies Computer paper/labels Printer supplies (3 yr wgt'd avg - 16,450)	1,500 500 300 4,500 18,050 (3 yr wgt'd avg - 20,547)
4400	Contracted Services	462,618	Contracted IT support Contracted IT (Other projects) Contracted GIS support (replaced with employee in Community Development) Email retention (10 yr) Internet Access (Townwide & ITS System) (2,722-ITS) High speed fiber-Comcast ethernet Town Website-Hosting, maintenance, additions & updates Wiring & support services Telephone / Voicemail / Internet / Network (svc calls) Pole licenses (Townwide Fiber) Software Maintenance Agreements: Nice Call Focus-Police Telephone Recording System (Dictronics) Vision Appraisal-Software maintenance (web-hosting included in Assessing	235,320 15,000 - 26,000 8,588 7,140 3,500 2,000 6,000 500 1,520 6,979
				1,500 500 330 4,500 13,717 228,420 15,000 25,000 8,556 4,131 3,500 2,000 12,725 2,200 1,520 6,575

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - INFORMATION TECHNOLOGY

DEPT # - 20200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
	ArcInfo, ArcGIS, ArcView, ArcPad-GIS	8,100	ArcInfo, ArcGIS, ArcView, ArcPad-GIS	8,100
	Spectorsoft 360 (monitoring software)	-	Spectorsoft 360 (monitoring software)	6,900
	RedAlert-Fire Department to dispatch, track, log and report	15,046	RedAlert-Fire Department to dispatch, track, log and report (based on 2015 cost)	14,180
	VueWorks-Infrastructure Asset Management	4,720	VueWorks-Infrastructure Asset Management	4,720
	Autodesk (DLT)-Engineering Architectural Drawing-(add 1 license)	7,641	AutoCAD-Engineering Architectural Drawing	1,200
	MapLogic-GIS Atlas extension	-	MapLogic-GIS Atlas extension	408
	IMC/Tritech-Police Operations	25,223	IMC/Tritech-Police Operations	24,108
	Microsoft Exchange Online (283 Lic)	14,760	Microsoft Exchange Online (270 Lic) (added email filter / offset from Contracted IT support)	13,860
	Office Tracker-Recreation (scheduling)	-	Office Tracker-Recreation (scheduling)	281
	E-Reg Client/User licenses (Interware)	4,873	E-Reg Client/User licenses (Interware)	4,641
	Online Property Tax/Utility Billing/payments:		Online Property Tax/Utility Billing/payments:	
	Invoice Cloud-Monthly maintenance (in Tax Collector's budget)	-	Invoice Cloud-Monthly maintenance	1,200
	Munismart Modules:		Munismart Modules:	
	Accounts Payable	1,831	Accounts Payable	1,744
	Accounts Receivable	1,923	Accounts Receivable	1,831
	Bank Reconciliation	1,465	Bank Reconciliation	1,395
	Budget	1,831	Budget	1,744
	Cash Receipting	2,045	Cash Receipting	1,948
	Employee Portal (Payroll/HR)	1,053	Employee Portal (Payroll/HR)	1,003
	Fixed Asset Management	2,534	Fixed Asset Management	2,413

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - INFORMATION TECHNOLOGY

DEPT # - 20200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
			General Ledger	General Ledger
			2,289	2,180
			Human Resources	Human Resources
			1,801	1,714
			Payroll	Payroll
			2,977	2,836
			Property Taxation	Property Taxation
			2,441	2,324
			Purchase Orders	Purchase Orders
			1,911	1,820
			Recreation Management	Recreation Management
			2,564	2,442
			Resident Taxation	Resident Taxation
			1,526	1,453
			System Manager (connect modules)	System Manager (connect modules)
			2,988	2,846
			Utility Billing	Utility Billing
			3,297	3,140
			Welfare Tracking	Welfare Tracking
			2,037	1,940
			Viewpoint (Building Dept)	Viewpoint (Building Dept)
			20,023	19,440
			DocuSign	
			1,872	
			BOX	
			1,800	
			DataVis (Crime analysis software-PD)	
			9,500	
4459	Equipment Maintenance	7,500	Printer maintenance contracts & miscellaneous repairs	Printer maintenance contracts & miscellaneous repairs
			7,500	7,500
4701	Computer Equip Acquisition	11,826	Dual Monitor for Acct Budt Mgr	Computer/tablet/software for add'l inspector
			407	3,472
			5 Spare monitors (170/monitor)	
			850	
			5 spare computers (925/computer)	
			4,625	
			2 spare switches (2,972/switch)	
			5,944	
4718	Computer Software Acquisition	-		

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
ASSESSING								
20300 - 4090	REGULAR PAY	140,889	144,666	144,728	145,080	148,004	148,004	148,004
20300 - 4092	TEMPORARY PAY	39,186	41,984	42,217	42,443	42,834	42,834	42,834
20300 - 4170	RETIREMENT	4,671	4,878	4,880	4,938	5,123	5,123	5,123
20300 - 4171	DISABILITY INSURANCE	1,104	1,130	1,127	1,134	1,156	1,156	1,156
20300 - 4172	WORKERS' COMPENSATION	8,067	7,543	7,543	7,140	7,140	7,140	7,140
20300 - 4174	FICA-SOCIAL SECURITY	13,905	14,279	14,426	14,345	14,599	14,599	14,599
20300 - 4176	HEALTH INSURANCE	23,017	23,507	23,522	25,870	25,839	25,839	25,839
20300 - 4177	UNEMPLOYMENT COMPENSATION	392	356	364	364	364	268	268
20300 - 4178	LIFE INSURANCE	450	454	453	454	457	457	457
20300 - 4179	DENTAL INSURANCE	1,058	1,114	1,114	1,124	1,114	1,114	1,114
20300 - 4200	OFFICE SUPPLIES	143	300	764	300	300	300	300
20300 - 4237	GAS & OIL	399	354	290	317	317	317	317
20300 - 4400	CONTRACTED SERVICES	204,596	3,575	3,490	3,575	3,575	3,575	3,575
20300 - 4405	MEMBERSHIPS & PUBLICATIONS	709	710	734	740	740	740	740
20300 - 4406	PRINTING & BINDING	265	400	265	400	400	400	400
20300 - 4408	VEHICLE EXPENSE	765	704	582	662	662	662	662
20300 - 4453	MEETINGS & TRAINING	742	970	710	805	805	805	805
20300 - 4458	VEHICLE MAINTENANCE	5	200	5	200	200	200	200

TOWN OF SALEM, NH

FY 17 BUDGET

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
20300 - 4600	OFFICE FURNITURE & EQUIPMENT	275	-	-	-	-	-	-
TOTAL		440,637	247,124	247,213	249,891	253,629	253,533	253,533

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
ASSESSING - 20300			
4090	CHIEF ASSESSOR	0	102,570
	ASSESSING CLERK (1)	0	45,434
			----- 148,004

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - ASSESSING

DEPT # - 20300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	42,834	Part-time Deputy Assessor Part time Clerk-25 hrs/wk Includes step increase	Part-time Deputy Assessor Part time Clerk-25 hrs/wk (increase per the SEA contract)
			15,000	15,000
			27,834	26,984
4200	Office Supplies	300	Paper, pens, pencils, envelopes	Paper, pens, pencils, envelopes
4237	Gas & Oil	317	Estimate 138 gals. (3 year weighted) @\$2.30 per gal.	Estimate 154 gals. (3 year weighted) @\$2.30 per gal.
4400	Contracted Services	3,575	Vision Appraisal Internet web site (Software maintenance included in IT budget) Deed printing cost	Vision Appraisal Internet web site hosting (Software maintenance included in IT budget) Deed printing cost
			3,300	3,300
			275	275
4405	Memberships & Publications	740	Northeast Regional Association of Assessing Officers (NRAAO) Dues - Assessor NH Association of Assessing Officers (NHAAO) Dues-per statute Marshall & Swift (cost manual)	Northeast Regional Association of Assessing Officers (NRAAO) Dues - Assessor NH Association of Assessing Officers (NHAAO) Dues-per statute Marshall & Swift (cost manual)
			30	30
			60	60
			650	620
4406	Printing & Binding	400	Forms	Forms
4408	Vehicle Expense	662	1,225 miles @.54 per mile	1,225 miles @.575 per mile
4453	Meetings & Training	805	LGC Conference Vision user group conference Uniform Standards of Professional Appraisal Practices (USPAP) course	LGC Conference Vision user group conference State Statutes Course Uniform Standards of Professional Appraisal Practices (USPAP) course
			130	95
			450	375
			225	25
				175

TOWN OF SALEM, NH
 2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - ASSESSING

DEPT # - 20300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
				Marshall & Swift Commercial Cost 300 Appraisal course
4458	Vehicle Maintenance	200	Repair & maintenance of car assigned to Assessing Department	Repair & maintenance of town car assigned to Assessing Department

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
TOWN CLERK								
20400 - 4090	REGULAR PAY	113,584	144,119	144,226	141,264	140,755	140,755	140,755
20400 - 4092	TEMPORARY PAY	13,387	-	2,403	-	-	-	-
20400 - 4170	RETIREMENT	14,779	16,098	17,551	15,928	15,869	15,869	15,869
20400 - 4171	DISABILITY INSURANCE	883	1,164	1,032	1,132	1,139	1,139	1,139
20400 - 4172	WORKERS' COMPENSATION	350	432	432	438	438	438	438
20400 - 4174	FICA-SOCIAL SECURITY	9,363	11,025	10,735	10,807	10,769	10,769	10,769
20400 - 4176	HEALTH INSURANCE	46,816	65,829	61,082	57,485	57,392	57,392	57,392
20400 - 4177	UNEMPLOYMENT COMPENSATION	189	89	132	91	91	67	67
20400 - 4178	LIFE INSURANCE	463	473	510	463	465	465	465
20400 - 4179	DENTAL INSURANCE	1,876	2,067	2,210	2,088	2,067	2,067	2,067
20400 - 4200	OFFICE SUPPLIES	5,021	5,550	5,088	6,500	6,500	6,500	6,500
20400 - 4211	DOG LICENSES	1,075	1,100	1,218	1,300	1,300	1,300	1,300
20400 - 4453	MEETINGS & TRAINING	799	660	838	660	660	660	660
	TOTAL	208,586	248,606	247,455	238,156	237,445	237,421	237,421

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
TOWN CLERK - 20400			
4090	TOWN CLERK	0	92,801
	DEPUTY TOWN CLERK	0	47,954

			140,755

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - TOWN CLERK

DEPT # - 20400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017		EXPLANATION 2016	
4200	Office Supplies	6,500	General office supplies for the Town Clerk's office. Pens, pencils, paper, binders, envelopes.etc.	4,690	General office supplies for the Town Clerk's office. Pens, pencils, paper, binders, envelopes.etc.	3,770
			Vehicle Red Book	1,810	Vehicle Red Book	1,780
4211	Dog Licenses	1,300	Dog license tags	1,300	Dog license tags	1,100
4453	Meetings and Training	660	Annual Town Clerk's Assoc. dues	20	Annual Town Clerk's Assoc. dues	20
			Annual Clerk's Association meeting and mileage	80	Annual Clerk's Association meeting and mileage	80
			Conference fee	50	Conference fee	50
			Town Clerk's Convention and mileage required per RSA 31:8	510	Town Clerk's Convention and mileage required per RSA 31:8	510

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
ELECTIONS								
20500 - 4092	TEMPORARY PAY	13,479	76,450	55,133	11,195	11,195	11,195	11,195
20500 - 4170	RETIREMENT	71	-	94	-	-	-	-
20500 - 4172	WORKERS' COMPENSATION	36	229	229	35	35	35	35
20500 - 4174	FICA-SOCIAL SECURITY	335	2,924	1,302	428	428	428	428
20500 -4177	UNEMPLOYMENT COMPENSATION	-	-	21	-	-	-	-
20500 - 4210	OPERATING SUPPLIES	7,354	10,000	12,536	6,400	6,400	6,400	6,400
20500 - 4408	VEHICLE EXPENSE	-	50	44	-	-	-	-
20500 - 4459	EQUIPMENT MAINTENANCE	1,200	1,200	1,200	1,350	1,350	1,350	1,350
20500 - 4468	VOTING MACHINE SET-UP	1,320	5,200	4,614	1,200	1,200	1,200	1,200
	TOTAL	23,795	96,053	75,173	20,608	20,608	20,608	20,608

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - ELECTIONS

DEPT # - 20500

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	11,195	Poll Workers – 1 election Poll Workers – 1 Town meeting Supervisors (3) & Moderator - 1 meeting @ \$100 Supervisors' hours Secretary-meeting minutes	4,160 350 400 5,285 1,000 46,700 350 400 28,000 1,000
4210	Operating Supplies	6,400	March Ballots Supplies (ender cards, markers, etc) Voter Checklists –1 election	5,500 500 400 6,400 1,000 2,600
4408	Vehicle Expense		Reimbursement for mileage for Supervisors for training and among assigned polling places.	Reimbursement for mileage for Supervisors for training and among assigned polling places.
4459	Equipment Maintenance	1,350	Maintenance for 6 machines @ \$225 per machine.	Maintenance for 6 machines @ \$200 per machine.
4468	Voting Machine Set-up	1,200	Programming of voting machines and election support for one election. (Town Election)	Programming of voting machines and election support for four elections. (Town Election + 3 State Elections)

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
COLLECTIONS								
20550 - 4090	REGULAR PAY	88,479	86,384	82,032	87,167	89,422	89,422	89,422
20550 - 4092	TEMPORARY PAY	64,518	57,415	67,585	62,470	63,280	63,280	63,280
20550 - 4098	OVERTIME PAY	373	-	-	-	-	-	-
20550 - 4170	RETIREMENT	9,893	9,648	9,502	9,828	10,083	10,083	10,083
20550 - 4171	DISABILITY INSURANCE	719	787	841	795	816	816	816
20550 - 4172	WORKERS' COMPENSATION	343	431	431	463	463	463	463
20550 - 4174	FICA-SOCIAL SECURITY	11,154	11,000	11,062	11,446	11,680	11,680	11,680
20550 - 4176	HEALTH INSURANCE	40,676	29,016	29,031	32,206	32,164	32,164	32,164
20550 - 4177	UNEMPLOYMENT COMPENSATION	543	367	418	400	400	295	295
20550 - 4178	LIFE INSURANCE	191	209	224	212	217	217	217
20550 - 4179	DENTAL INSURANCE	1,269	1,777	1,757	2,088	2,067	2,067	2,067
TOTAL		218,159	197,034	202,882	207,075	210,592	210,487	210,487

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
COLLECTIONS - 20550			
4090	COLLECTIONS CLERKS (2)	0	89,422
			----- 89,422

TOWN OF SALEM, NH
 2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - COLLECTIONS

DEPT # - 20550

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	63,280	Part-time clerk (24.0 hrs/wk.)	Part-time clerk (20.5 hrs/wk.)
			Part-time clerk (26.5 hrs/wk)	Part-time clerk (29.5 hrs/wk)
			Coverage for vacations, etc.	Coverage for vacations, etc.
				Increase per SEA Contract

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
TAX COLLECTOR								
20600 - 4090	REGULAR PAY	90,095	92,534	92,577	93,984	92,801	92,801	92,801
20600 - 4092	TEMPORARY PAY	22,450	23,292	25,425	24,796	25,670	25,670	25,670
20600 - 4170	RETIREMENT	10,552	10,336	10,341	10,597	10,462	10,462	10,462
20600 - 4171	DISABILITY INSURANCE	681	695	692	701	701	701	701
20600 - 4172	WORKERS' COMPENSATION	302	347	347	367	367	367	367
20600 - 4174	FICA-SOCIAL SECURITY	8,947	8,861	8,937	9,087	9,064	9,064	9,064
20600 - 4176	HEALTH INSURANCE	18,446	19,507	19,507	21,870	21,839	21,839	21,839
20600 - 4177	UNEMPLOYMENT COMPENSATION	98	89	91	91	91	67	67
20600 - 4178	LIFE INSURANCE	348	348	348	348	348	348	348
20600 - 4179	DENTAL INSURANCE	529	557	557	562	557	557	557
20600 - 4200	OFFICE SUPPLIES	466	450	791	450	450	450	450
20600 - 4403	TECHNICAL SERVICES	5,264	4,500	6,354	6,500	6,500	6,500	6,500
20600 - 4406	PRINTING & BINDING	5,368	5,400	5,180	5,425	5,425	5,425	5,425
20600 - 4408	VEHICLE EXPENSE	196	350	331	350	350	350	350
20600 - 4453	MEETINGS & TRAINING	506	450	506	550	550	550	550
20600 - 4587	RECORDING FEES	1,615	1,500	1,136	1,500	1,500	1,500	1,500
20600 - 4600	OFFICE FURNITURE & EQUIP.	66	100	76	100	100	100	100
TOTAL		165,928	169,316	173,195	177,278	176,775	176,751	176,751

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
TAX COLLECTOR - 20600			
4090	TAX COLLECTOR	0	92,801
			----- 92,801

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - TAX COLLECTOR

DEPT # - 20600

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016	
4092	Temporary Pay	25,670	Part-time clerk (20 hrs./wk.) Coverage for vacation & tax time (approx 60 hrs) (Coverage deleted by Town Manager in 2015 & 2016 budgets)	24,274 1,396 Part-time clerk (20 hrs./wk.) (increase per the SEA contract)	23,292
4200	Office Supplies	450	Data binders, envelopes, general office supplies, etc.	Data binders, envelopes, general office supplies, etc.	
4403	Technical Services	6,500	Lock box processing services for the property tax receipts Post Office box rental On-line billing ACH chgs (Property tax and water/sewer billing. W/S included in Admin. Service charge allocation)	1,800 1,600 3,100 (property tax and water/sewer billing. W/S included in Admin. Service charge allocation)	1,800 1,400 1,300
4406	Printing & Binding	5,425	Property tax billing Certified cards	5,150 275 Property tax billing Certified cards	5,125 275
4408	Vehicle Expense	350	Meeting and training mileage. Mileage to the bank to pick up lock box information for processing.	Meeting and training mileage. Mileage to the bank to pick up lock box information for processing.	
4453	Meetings & Training	550	NH Tax Collectors Assoc. Conference per RSA 31:8 (Tax Collector) Miscellaneous dues, law books, etc. Workshops (Tax Collector)	400 50 100 NH Tax Collectors Assoc. Conference per RSA 31:8 (Tax Collector) Miscellaneous dues, law books, etc. Workshops (Tax Collector)	300 50 100
4587	Recording Fees	1,500	This item is paid for by the property owners on tax lien.	This item is paid for by the property owners on tax lien.	

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - TAX COLLECTOR

DEPT # - 20600

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4600	Office Furniture & Equipment	100	Calculator	Calculator

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
DEBT SERVICES								
20700 - 4501	ROAD IMP-PRINCIPAL '06	400,000	400,000	400,000	-	-	-	-
20700 - 4502	BRIDGE CONST-PRINCIPAL '09	240,000	240,000	240,000	240,000	240,000	240,000	240,000
20700 - 4503	BRIDGE CONST-PRINCIPAL '10	130,000	130,000	130,000	130,000	130,000	130,000	130,000
20700 - 4504	BRIDGE CONST-PRINCIPAL '13	121,000	121,000	121,000	121,000	121,000	121,000	121,000
20700 - 4505	BRIDGE CONST-PRINCIPAL '14	148,000	145,000	145,000	145,000	145,000	145,000	145,000
20700 - 4515	ROAD IMP-INTEREST '06	31,000	16,000	16,000	-	-	-	-
20700 - 4516	BRIDGE CONST-INTEREST '09	29,725	24,925	24,925	19,525	19,525	19,525	19,525
20700 - 4517	BRIDGE CONST-INTEREST '10	25,825	22,575	22,575	18,675	18,675	18,675	18,675
20700 - 4518	BRIDGE CONST-INTEREST '13	32,070	28,440	28,440	24,810	24,810	24,810	24,810
20700 - 4519	BRIDGE CONST-INTEREST '14	41,128	35,200	35,200	32,300	32,300	32,300	32,300
20700 - 4571	INTEREST-TANS	-	1	-	1	1	1	1
TOTAL		1,198,748	1,163,141	1,163,140	731,311	731,311	731,311	731,311

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - DEBT SERVICE

DEPT # - 20700

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017		EXPLANATION 2016
4501	Road Imp '06 – Principal N. Main & E Broadway		Bond Issue 2006 Final Payment 2016		Bond Issue 2006 Final Payment 2016
4502	Bridge & Const- '09 – Principal Lawrence & Cluff-100% Reimb	240,000	Bond Issue 2009 Final Payment 2019	#	Bond Issue 2009 Final Payment 2019
4503	Bridge & Const – '10 – Principal N Main & Emerson-80% reimb	130,000	Bond Issue 2010 Final Payment 2020	#	Bond Issue 2010 Final Payment 2020
4504	Bridge & Const – '13 – Principal Bluff St & Providence Hill	121,000	Bond Issue 2013 Final Payment 2023	##	Bond Issue 2013 Final Payment 2023
4505	Bridge & Const – '14 – Principal Shannon Road	145,000	Bond Issue 2014 Final Payment 2024		Bond Issue 2014 Final Payment 2024
4515	Road Imp '06 – Interest	0	2017 Interest		2016 Interest
4516	Bridge & Const '09 – Interest	19,525	2017 Interest		2016 Interest
4517	Bridge & Const '10 – Interest	18,675	2017 Interest		2016 Interest

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - DEBT SERVICE

DEPT # - 20700

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017		EXPLANATION 2016
4518	Bridge & Const '13 – Interest	24,810	2017 Interest	## ###	2016 Interest
4519	Bridge & Const '14 – Interest	32,300	2017 Interest	###	2016 Interest
4571	TANS – Interest	1	2017 Interest Estimate		2016 Interest Estimate

Offset by use of UFB of \$370,000
Offset by use of UFB of \$142,225
Offset by use of RFB of \$15,893

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
INSURANCE								
20800 - 4095	TEMPORARY ALTERNATE DUTY	88,984	20,000	6,517	20,000	20,000	20,000	20,000
20800 - 4470	GENERAL LIABILITY	170,478	184,401	186,657	205,713	205,713	205,713	205,713
20800 - 4472	POLICE LIABILITY	96,563	105,070	102,439	109,028	109,028	109,028	109,028
20800 - 4474	BONDS	100	100	100	100	100	100	100
20800 - 4475	FLEET INSURANCE	65,711	68,730	69,411	76,340	76,340	76,340	76,340
20800 - 4491	PROPERTY INSURANCE	67,379	68,091	70,447	79,144	79,144	79,144	79,144
20800 - 4493	INSURANCE DEDUCTIBLES	23,153	9,000	2,942	9,000	9,000	9,000	9,000
	TOTAL	512,369	455,392	438,513	499,325	499,325	499,325	499,325

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - INSURANCE

DEPT # - 20800

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4095	Temporary Alternate Duty	20,000	Temporary Alternate Duty pay (3 yr wgt'd avg 59,323)	Temporary Alternate Duty pay
4470	General Liability	205,713	Liability Coverage Premium allocation based on expenditures.	Liability Coverage Premium allocation based on expenditures.
4472	Police Liability	109,028	Liability coverage for Law Enforcement.	Liability coverage for Law Enforcement.
4474	Bonds	100	Highway bond.	Highway bond.
4475	Fleet Insurance	76,340	Coverage for Town-owned vehicles.	Coverage for Town-owned vehicles.
4491	Property Insurance	79,144	Coverage for Town-owned buildings and contents.	Coverage for Town-owned buildings and contents.
4493	Insurance Retention/ Deductibles	9,000	Deductible coverage up to \$1,000 per claim on property. 2017 estimates assume 9% increase for Liability and 9% increase for Property, effective 7/1/2017	Deductible coverage up to \$1,000 per claim on property. 2016 estimates assume 9% rate increase for Liability and 9% rate increase for Property, effective 7/1/2016

2017 BUDGET

DEPT.	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
<i>COMMUNITY DEVELOPMENT SUMMARY</i>							
COMMUNITY DEVELOPMENT	374,961	253,969	171,098	295,257	248,407	248,335	248,335
PLANNING	141,151	225,607	225,096	244,985	247,180	247,132	247,132
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TOTAL - COMMUNITY DEVELOPMENT	516,113	479,576	396,195	540,242	495,587	495,467	495,467

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
COMMUNITY DEVELOPMENT								
30000 - 4090	REGULAR PAY	192,853	101,868	8,670	171,218	124,782	124,782	124,782
30000 - 4092	TEMPORARY PAY	28,498	29,575	31,652	-	35,765	35,765	35,765
30000 - 4170	RETIREMENT	21,308	11,378	968	19,305	14,069	14,069	14,069
30000 - 4171	DISABILITY INSURANCE	1,572	736	-	1,487	1,072	1,072	1,072
30000 - 4172	WORKERS' COMPENSATION	640	395	395	530	530	530	530
30000 - 4174	FICA-SOCIAL SECURITY	16,602	10,055	3,069	13,099	12,174	12,174	12,174
30000 - 4176	HEALTH INSURANCE	60,222	19,507	-	84,618	56,370	56,370	56,370
30000 - 4177	UNEMPLOYMENT COMPENSATION	392	178	282	273	273	201	201
30000 - 4178	LIFE INSURANCE	571	348	-	581	470	470	470
30000 - 4179	DENTAL INSURANCE	2,770	847	-	3,696	2,452	2,452	2,452
30000 - 4200	OFFICE SUPPLIES	191	450	453	450	450	450	450
30000 - 4400	CONTRACTED SERVICES	-	20,000	67,859	-	-	-	-
30000 - 4405	MEMBERSHIPS & PUBLICATIONS	685	1,443	-	-	-	-	-
30000 - 4450	TELEPHONE	356	360	-	-	-	-	-
30000 - 4453	MEETINGS & TRAINING	1,301	1,270	44	-	-	-	-
30000 - 4600	OFFICE FURNITURE & EQUIPMENT	-	8,559	10,706	-	-	-	-
30000 - 4894	CART	47,000	47,000	47,000	-	-	-	-
TOTAL		374,961	253,969	171,098	295,257	248,407	248,335	248,335

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
COMMUNITY DEVELOPMENT - 30000			
4090	COMMUNITY DEVELOPMENT DIRECTOR (WAS ASST. TOWN MANAGER)	0	75,000
	GIS/PLANNING TECH (NEW POSITION REQUEST)	1	49,782
			----- 124,782

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - COMMUNITY DEVELOPMENT

DEPT # - 30000

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	35,765	PT Admin Secretary (27.5 hrs/wk)	PT Admin Secretary (21.5 hrs/wk) (increase per the SEA contract) 29,575
4200	Office Supplies	450	Misc. paper, pens, envelopes, file folders, photocopies, 3-ring binders.	Misc. paper, pens, envelopes, file folders, photocopies, 3-ring binders.
4400	Contracted Services	-		Outside services as needed for upcoming projects
4405	Memberships & Publications	-		NH Bar Association (NHBA) Annual Fees/Dues 535 NH Municipal Managers Association (NHMMA) 100 International City/County Managers Association 808
4450	Telephone	-		Telephone stipend for Assistant Town Manager
4453	Meetings & Training	-		NHBA CLE Requirements 500 NHMMA Meetings 75 ICMA Conference 695
4600	Furniture & Equipment	-		High Density Shelving 8,559
4894	CART	-	CART Transportation Services Moved to Outside Human Services	CART Transportation Services

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
PLANNING								
30200 - 4090	REGULAR PAY	95,925	142,365	142,447	144,685	146,607	146,607	146,607
30200 - 4170	RETIREMENT	10,538	15,902	15,911	16,312	16,531	16,531	16,531
30200 - 4171	DISABILITY INSURANCE	704	1,122	1,118	1,145	1,157	1,157	1,157
30200 - 4172	WORKERS' COMPENSATION	252	428	428	448	448	448	448
30200 - 4174	FICA-SOCIAL SECURITY	6,983	10,891	10,221	11,068	11,216	11,216	11,216
30200 - 4176	HEALTH INSURANCE	23,330	50,032	50,032	56,412	56,328	56,328	56,328
30200 - 4177	UNEMPLOYMENT COMPENSATION	98	178	182	182	182	134	134
30200 - 4178	LIFE INSURANCE	348	456	454	461	463	463	463
30200 - 4179	DENTAL INSURANCE	1,160	2,440	2,440	2,464	2,440	2,440	2,440
30200 - 4200	OFFICE SUPPLIES	438	300	508	300	300	300	300
30200 - 4237	GAS & OIL	304	223	418	223	223	223	223
30200 - 4400	CONTRACTED SERVICES	-	-	-	10,000	10,000	10,000	10,000
30200 - 4405	MEMBERSHIPS & PUBLICATIONS	533	535	548	550	550	550	550
30200 - 4406	PRINTING & BINDING	350	400	259	400	400	400	400
30200 - 4453	MEETINGS & TRAINING	125	160	129	160	160	160	160
30200 - 4458	VEHICLE MAINTENANCE	63	175	-	175	175	175	175
TOTAL		141,151	225,607	225,096	244,985	247,180	247,132	247,132

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
PLANNING - 30200			
4090	PLANNING DIRECTOR	0	99,382
	ADMIN. SECRETARY	0	47,225

			146,607

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - PLANNING

DEPT # - 30200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4200	Office Supplies	300	Paper, pens, post-it notes, tape, binders, envelopes, photocopies	Paper, pens, post-it notes, tape, binders, envelopes, photocopies
4237	Gas & Oil	223	1 vehicle: 97 gals (based on 3 yr wgted avg) @ 2.30	1 vehicle: 97 gals (based on 3 yr wgted avg) @ 2.30
4400	Contracted Services	10,000	Update road impact fee system (Ordinance requires update every 5 years, last done in 2009)	
4405	Memberships & Publications	550	Memberships: American Planning Assoc. 485 New Hampshire Planners Assoc. 65	Memberships: American Planning Assoc. 485 New Hampshire Planners Assoc. 50
4406	Printing & Binding	400	Zoning Ordinance (Sold to public for \$10 per copy) 350 Business Cards 50	Zoning Ordinance[1] 350 Business Cards 50
4453	Meetings & Training	160	NH Planners Association Annual Meeting (two day seminar)	NH Planners Association Annual Meeting (two day seminar)
4458	Vehicle Maintenance	175	Repairs to Town vehicle #C-91 (3 yr wgted avg-101)	Repairs to Town vehicle #C-91 (3 yr wgted avg-169)

2017 BUDGET

DEPT.	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
<i>POLICE DEPARTMENT SUMMARY</i>							
ADMINISTRATION	499,651	538,641	541,134	560,238	559,825	559,753	559,753
SUPPORT SERVICES	2,168,889	2,188,923	2,248,234	2,394,181	2,395,297	2,394,788	2,394,788
PATROL	5,400,750	5,346,039	5,284,066	5,571,732	5,582,255	5,581,295	5,581,295
COMMUNITY SERVICES	-	827,128	687,197	875,933	875,625	875,457	875,457
INVESTIGATIVE SERVICES	1,499,791	1,385,700	1,376,067	1,406,316	1,431,739	1,431,475	1,431,475
ANIMAL CONTROL	96,963	102,149	100,211	103,992	103,939	103,915	103,915
STATION	143,617	147,453	144,720	156,339	156,339	156,339	156,339
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TOTAL - POLICE DEPARTMENT	9,809,661	10,536,033	10,381,629	11,068,731	11,105,019	11,103,022	11,103,022

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
<i>POLICE-ADMINISTRATION</i>								
40100 - 4090	REGULAR PAY	299,689	311,296	312,931	320,975	321,628	321,628	321,628
40100 - 4098	OVERTIME PAY	322	-	386	2,000	2,000	2,000	2,000
40100 - 4110	HOLIDAY PAY	7,091	5,568	5,240	5,717	5,717	5,717	5,717
40100 - 4170	RETIREMENT	71,834	75,298	76,408	81,725	81,755	81,755	81,755
40100 - 4171	DISABILITY INSURANCE	2,220	2,137	2,128	2,172	2,180	2,180	2,180
40100 - 4172	WORKERS' COMPENSATION	9,017	10,523	10,523	10,611	10,611	10,611	10,611
40100 - 4174	FICA-SOCIAL SECURITY	7,949	7,974	8,337	8,493	8,555	8,555	8,555
40100 - 4176	HEALTH INSURANCE	34,591	33,016	30,630	36,206	36,164	36,164	36,164
40100 - 4177	UNEMPLOYMENT COMPENSATION	286	267	344	273	273	201	201
40100 - 4178	LIFE INSURANCE	873	828	826	838	840	840	840
40100 - 4179	DENTAL INSURANCE	3,041	2,997	2,653	2,650	2,624	2,624	2,624
40100 - 4182	CLOTHING ALLOWANCE	54,459	77,100	79,686	73,100	72,000	72,000	72,000
40100 - 4208	EQUIPMENT REPAIR	-	271	-	271	271	271	271
40100 - 4406	PRINTING & BINDING	1,943	3,000	2,204	2,557	2,557	2,557	2,557
40100 - 4409	TEST SERVICES	627	2,000	4,497	1,500	1,500	1,500	1,500
40100 - 4410	ADVERTISING	309	1,000	770	1,000	1,000	1,000	1,000
40100 - 4424	DATA PROCESSING	4,500	4,500	1,500	6,500	6,500	6,500	6,500
40100 - 4440	EQUIPMENT RENTAL	900	866	1,341	900	900	900	900
40100 - 4453	MEETINGS & TRAINING	-	-	-	750	750	750	750

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
40100 - 4600	OFFICE FURNITURE & EQUIP.	-	-	730	2,000	2,000	2,000	2,000
	SUBTOTAL	499,651	538,641	541,134	560,238	559,825	559,753	559,753

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
POLICE ADMINISTRATION - 40100			
4090	CHIEF OF POLICE	0	137,241
	DEPUTY CHIEF	0	125,439
	ADMIN. ASST.	0	58,948

			321,628

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - POLICE - ADMINISTRATION

DEPT # - 40100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4098	Overtime Pay	2,000	Overtime hours worked as needed for Administrative Assistant	Overtime hours worked as needed for Administrative Assistant
4110	Holiday Pay	5,717	Payment for Holiday hours worked (3 yr wgt'd avg - 7,231)	Payment for Holiday hours worked (3 yr wgt'd avg - 7,292)
4182	Clothing Allowance	72,000	58 full-time officers @ 1000 4 @1/2 year @ 500 8 dispatchers @ 600 Replacement/repair to uniforms, badges, patches Crossing Guards Initial issue uniform (1) @4,000 each ACO @ 1000	53 full-time officers @ 700 7 full-time officers @ 950 2 @1/2 yr. 350 8 dispatchers @ 300 Replacement/repair to uniforms, badges, patches Crossing Guards Initial issue uniform (2) @\$4,000 each ACO @ 700
4208	Equipment Repairs	271	Closed Circuit TV (CCTV) repair not covered by contract, typewriters, generator, & other misc. equipment repairs.	Closed Circuit TV (CCTV) repair not covered by contract, typewriters, generator, & other misc. equipment repairs.
4406	Printing & Binding	2,557	Provides for the printing of all forms, reports, letterhead, business cards, envelopes & forms utilized by the department. (3 yr wgt'd avg - 2,557)	Provides for the printing of all forms, reports, letterhead, business cards, envelopes & forms utilized by the department. (3 yr wgt'd avg - 3,834)
4409	Test Services	1,500	Cost associated with anticipated entrance level testing, promotional exams, includes costs for background checks, psych.(1 @110), polygraphs 1 @250).	Cost associated with anticipated entrance level testing, promotional exams, includes costs for background checks, psych.(3 @110), polygraphs 3 @250).

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - POLICE - ADMINISTRATION

DEPT # - 40100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4410	Advertising	1,000	Recruitment advertising, legal & community notices.	Recruitment advertising, Legal & community notices.
4424	Data Processing	6,500	NH State Police computer user fee, Contractual with State. Note: This connection is the major information source for all law enforcement agencies. Connection is necessary to perform Department mission. Estimated cost, fee changed to be based on usage, Salem is third highest user in the state.	NH State Police computer user fee, Contractual with State. (1,125/qtr) Note: This connection is the major information source for all law enforcement agencies. Connection is necessary to perform Department mission.
4440	Equipment Rental	900	Postage Meter 354 Document disposal container 546	Postage Meter 320 Document disposal container 546
4453	Meetings & Training	750	FBI Law Enforcement Exec. Development Training	FBI Law Enforcement Exec. Development Training (request 750)
4600	Office Furniture & Equip	2,000	Replacement of chairs for dispatch and roll call/report room	

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
<i>POLICE-SUPPORT SERVICES</i>								
40110 - 4090	REGULAR PAY	812,145	853,927	831,278	881,634	889,640	889,640	889,640
40110 - 4092	TEMPORARY PAY	54,651	112,695	112,049	126,483	127,157	127,157	127,157
40110 - 4093	REPLACEMENT PAY	129,303	80,843	149,063	123,470	120,000	120,000	120,000
40110 - 4094	SHIFT DIFFERENTIAL	8,877	14,211	14,773	14,211	14,211	14,211	14,211
40110 - 4098	OVERTIME PAY	63,368	46,473	49,272	51,031	51,031	51,031	51,031
40110 - 4101	TRAINING	118,976	125,745	136,522	140,546	138,000	138,000	138,000
40110 - 4110	HOLIDAY PAY	8,501	9,007	11,484	9,248	9,248	9,248	9,248
40110 - 4113	COURT TIME	57,054	60,522	54,714	59,196	59,196	59,196	59,196
40110 - 4170	RETIREMENT	193,421	183,836	198,733	214,069	213,690	213,690	213,690
40110 - 4171	DISABILITY INSURANCE	7,133	7,344	7,143	8,654	8,714	8,714	8,714
40110 - 4172	WORKERS' COMPENSATION	14,848	19,027	15,860	19,707	19,707	19,707	19,707
40110 - 4174	FICA-SOCIAL SECURITY	69,393	85,362	76,844	90,980	91,557	91,557	91,557
40110 - 4176	HEALTH INSURANCE	312,324	311,399	305,685	336,294	335,799	335,799	335,799
40110 - 4177	UNEMPLOYMENT COMPENSATION	1,833	1,893	1,926	1,935	1,935	1,426	1,426
40110 - 4178	LIFE INSURANCE	2,243	2,298	2,240	2,355	2,367	2,367	2,367
40110 - 4179	DENTAL INSURANCE	13,607	14,418	13,635	14,561	14,418	14,418	14,418
40110 - 4200	OFFICE SUPPLIES	6,957	8,000	7,997	8,000	8,000	8,000	8,000
40110 - 4213	K-9 SUPPLIES	5,846	3,784	2,556	6,000	6,000	6,000	6,000
40110 - 4216	PRISONERS SUPPLIES	1,824	1,000	1,385	1,500	1,500	1,500	1,500

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
40110 - 4219	INTOXILYZER SUPPLIES	1,468	500	320	1,000	1,000	1,000	1,000
40110 - 4221	AMMUNITION	18,482	26,587	26,471	32,180	31,000	31,000	31,000
40110 - 4223	ACADEMIC REIMBURSEMENT	750	3,500	750	3,500	3,500	3,500	3,500
40110 - 4235	SMALL TOOLS & EQUIP.	397	500	925	500	500	500	500
40110 - 4237	GAS & OIL	148,028	113,578	119,546	113,732	113,732	113,732	113,732
40110 - 4405	MEMBERSHIPS & PUBLICATIONS	8,381	7,800	8,796	8,000	8,000	8,000	8,000
40110 - 4412	TRAINING EXPENSE	35,723	25,040	31,295	25,840	25,840	25,840	25,840
40110 - 4421	CAR WASH	1,762	2,100	2,515	2,100	2,100	2,100	2,100
40110 - 4456	RADIO MAINTENANCE	6,913	6,000	5,025	28,725	28,725	28,725	28,725
40110 - 4458	VEHICLE MAINTENANCE	60,118	53,750	49,835	56,750	56,750	56,750	56,750
40110 - 4601	POLICE EQUIPMENT	4,562	2,000	1,224	3,800	3,800	3,800	3,800
40110 - 4606	BALLISTIC ARMOR	-	5,784	8,372	8,180	8,180	8,180	8,180
SUBTOTAL		2,168,889	2,188,923	2,248,234	2,394,181	2,395,297	2,394,788	2,394,788

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
POLICE SUPPORT SERVICES - 40110			
4090	CAPTAIN (was Lieutenant)	0	109,004
	PATROL OFFICER/SCHEDULING	0	67,465
	PROSECUTOR	0	89,640
	DISPATCHER SUPERVISOR	0	67,487
	DISPATCHERS (7)	0	341,870
	SUPPORT SERVICES SUPERVISOR (was Records Supervisor)	0	61,303
	SUPPORT SERVICES CLERKS (3) (were Records Clerk and Secretaries)	0	152,871

			889,640

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	127,157	Crossing Guards 51,840 \$12.00/hr x 180 days x 8 guards x 3hrs/day/guard 2 four hour training sessions 640 10 hours per week to assist High School at closing 3,600 P/T dispatchers 11,300 Special Officer Training 6,304 P/T Prosecutor (25 hrs/week) (full year) 53,473	Crossing Guards 51,840 11.75-12.00/hr x 180 days x 8 guards x 3hrs/day/guard 2 four hour training sessions 640 10 hours per week to assist High School at closing 3,600 P/T dispatchers 11,300 Special Officer Training 6,304 P/T Prosecutor (25 hrs/week) (new request-effective 1/1/16) 39,011
4093	Replacement Pay	120,000	Required replacement of dispatch personnel. (Vacation, personal, sick days, training, etc.) Workloads & responsibilities require full staffing at all times. (3 yr. wgted avg 120,975 + COLA 4/1/17)	Required replacement of dispatch personnel. (Vacation, personal, sick days; training, etc.) Workloads & responsibilities require full staffing at all times. (3 yr. wgted avg 102,713)
4094	Shift Differential	14,211	Contractual (Dispatchers) Employees assigned to the evening receive an additional payment of \$40 per week; employees on Midnight shift receive an additional \$50. Overtime on both shifts is compensated at the shift differential rate.	Contractual (Dispatchers) Employees assigned to the evening receive an additional payment of \$40 per week; employees on Midnight shift receive an additional \$50. Overtime on both shifts is compensated at the shift differential rate. New contract terms effective 4/1/16
4098	Overtime Pay	51,031	Need for call backs, holdovers, training requirements, & fifteen minutes reporting time contractual for 8 dispatchers. Clerical staff OT. Includes COLA 4/1/17	Need for call backs, holdovers, training requirements, & fifteen minutes reporting time contractual for 8 dispatchers. Clerical staff OT.

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4101	Training	138,000	Time to attend mandatory training required by State Law, various certifications, K-9 training and certification. Special Off. Trng. Self-defense and In-Service training of the officers. Most assignments require training to stay current in the particular area of expertise. Night Qualification, OC (pepper spray) trng. Tactical trng. Intoxilyser recert. CPR Training-Biennial only. Basic Rifle Course for new officers. (3 yr wgted avg - 117,544) (137,706 plus COLA 4/1/17)	Time to attend mandatory training required by State Law, various certifications, K-9 training and certification. Special Off. Trng. Self-defense and In-Service training of the officers. Most assignments require training to stay current in the particular area of expertise. Night Qualification, OC (pepper spray) trng. Tactical trng. Intoxilyser recert. CPR Training-Biennial only. Basic Rifle Course for new officers. (3 yr wgted avg - 110,069)
4110	Holiday Pay	9,248	Contractual payment for holidays worked. (3 yr wgted avg – 8,819) (includes COLA 4/1/17)	Contractual payment for holidays worked. (3 yr wgted avg – 8,825)
4113	Court Time	59,196	Officers appearance in court. Pay for Grand Jury appearances, Admin. Hearings following license seizures from DWI's and Family Court. Dept of Motor Vehicle Administrative License Hearings. District Court sessions. (3 yr wgted avg. 57,256) (includes COLA 4/1/17)	Officers appearance in court. Pay for Grand Jury appearances, Admin. Hearings following license seizures from DWI's and Family Court. Dept of Motor Vehicle Administrative License Hearings. District Court sessions. (3 yr wgted avg. 59,299) Reduced based on Pre-trial hearings.
4200	Office Supplies	8,000	General supplies for needs of all units. This account is also used for recognition award bars.	General supplies for needs of all units. This account is also used for recognition award bars.

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4213	K-9	6,000	Provide for feeding and care of K-9, various equipment replacement (bite arms, leashes, harnesses), personal kennel, and medical bills for K-9. 2 dogs.	Provide for feeding and care of K-9, various equipment replacement (bite arms, leashes, harnesses), personal kennel, and medical bills for K-9. 2 dogs
4216	Prisoner Supplies	1,500	Feeding of prisoners, purchase of various protective equipment items associated with handling of prisoners, trustee, cleaning of jail materials. Includes flexi-cuffs, and biohazard precaution items.	Feeding of prisoners, purchase of various protective equipment items associated with handling of prisoners, trustee, cleaning of jail materials. Includes flexi-cuffs, and biohazard precaution items.
4219	Intoxilyzer Supplies	1,000	Replacement of time dated supplies. Portable Breath Tester (PBT) device supplies.	Replacement of time dated supplies. Portable Breath Tester (PBT) device supplies.
4221	Ammunition	31,000	Ammunition & related materials to certify personnel. Ammo, targets, eye/ear protection, cleaning supplies, replacement for issue OC spray. Parts to repair/maintain Dept. firearms. Tasers (5) & parts Qualifications/training to include Rifle and Pistol.	Ammunition & related materials to certify personnel. Ammo, targets, eye/ear protection, cleaning supplies, replacement for issue OC spray. Parts to repair/maintain Dept. firearms. Tasers (5) & parts Qualifications/training to include Rifle and Pistol.
4223	Academic Reimbursement	3,500	Contractual reimbursement to personnel for college courses successfully completed. Attendance of law enforcement related college level courses.	Contractual reimbursement to personnel for college courses successfully completed. Attendance of law enforcement related college level courses.
4235	Small Tools & Equipment	500	Batteries, bulbs, minor tools and equipment.	Batteries, bulbs, minor tools and equipment.

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4237	Gas & Oil	113,732	Acct includes gas, oil & various vehicle fluids. Gas (based on 3 yr wgt'd avg gal – 47,101 @2.30) 108,332 Motor oil, various vehicle fluids 5,400	Acct includes gas, oil & various vehicle fluids. Gas (based on 3 yr wgt'd avg gal – 47,034 @2.30) 108,178 Motor oil, various vehicle fluids 5,400
4405	Memberships & Publications	8,000	Dues & Publications (3 yr wgt'd avg 8,342)	Dues & Publications (3 yr wgt'd avg 8,691)
4412	Training Expenses	25,840	Department Training Costs (Course costs, per diem, mileage and materials) Cost for various law enforcement seminars & Costs to provide in-house trainers & instructors assisting Police Standards and Training Council.	Department Training Costs (Course costs, per diem, mileage and materials) Cost for various law enforcement seminars & Costs to provide in-house trainers & instructors assisting Police Standards and Training Council
4421	Car Wash	2,100	Cleaning, washing & general exterior maintenance of all department vehicles. Detail cruisers subjected to blood borne pathogens and body fluids which are classified as a biohazard.	Cleaning, washing & general exterior maintenance of all department vehicles. Detail cruisers subjected to blood borne pathogens and body fluids which are classified as a biohazard.
4456	Radio Maintenance	28,725	Maintenance contract for all Department radio communication equipment. 7,200 Radio batteries (replacement – 65 @ \$85 est. each for portables) 5,525 Two position base & related equipment + Mobile Data Terminals (MDT) maint. Radar unit replacement (4) & repair and maintain 9 units. (\$10K match grant for new radars) 16,000	Maintenance of all Department radio communication equipment. Radio batteries (replacement – 65 @ \$85 est. each for portables) Two position base & related equipment + Mobile Data Terminals (MDT) maint. Radar unit repairs.

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - POLICE - SUPPORT

DEPT # - 40110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4458	Vehicle Maintenance	56,750	Repair and maintenance of Department fleet	Repair and maintenance of Department fleet
			Tires	Tires
4601	Police Equipment	3,800	Trunk equip replacements	Trunk equip replacements
			Supplies such as flares, chalk, tapes, minor equipment, etc.	Supplies such as flares, chalk, tapes, minor equipment, etc.
			Biohazard Kits and First Aid kits for cruisers, replenish FA supplies	Biohazard Kits and First Aid kits for cruisers, replenish FA supplies
			Surefire batteries	Surefire batteries
4606	Emergency Equipment	8,180	Soft Body Armor-10 vests (50% matching grant)	Soft Body Armor-8 vests (50% matching grant)

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
<i>POLICE-PATROL</i>								
40120 - 4090	REGULAR PAY	2,640,979	2,561,322	2,436,515	2,605,335	2,608,971	2,608,971	2,608,971
40120 - 4093	REPLACEMENT PAY	497,179	569,969	541,281	581,756	579,000	579,000	579,000
40120 - 4094	SHIFT DIFFERENTIAL	36,772	63,171	61,731	63,171	63,171	63,171	63,171
40120 - 4098	OVERTIME PAY	188,184	185,137	203,101	213,055	213,055	213,055	213,055
40120 - 4110	HOLIDAY PAY	25,994	23,098	21,556	22,323	22,323	22,323	22,323
40120 - 4170	RETIREMENT	880,251	890,739	857,710	972,668	972,955	972,955	972,955
40120 - 4171	DISABILITY INSURANCE	23,134	21,659	21,870	22,218	22,236	22,236	22,236
40120 - 4172	WORKERS' COMPENSATION	105,721	123,426	116,302	125,930	125,930	125,930	125,930
40120 - 4174	FICA-SOCIAL SECURITY	47,604	48,918	46,521	50,540	50,554	50,554	50,554
40120 - 4176	HEALTH INSURANCE	907,419	814,102	933,146	868,350	878,022	878,022	878,022
40120 - 4177	UNEMPLOYMENT COMPENSATION	3,920	3,560	3,604	3,640	3,640	2,680	2,680
40120 - 4178	LIFE INSURANCE	7,001	6,522	6,484	6,644	6,644	6,644	6,644
40120 - 4179	DENTAL INSURANCE	36,592	34,416	34,246	36,102	35,754	35,754	35,754
	SUBTOTAL	5,400,750	5,346,039	5,284,066	5,571,732	5,582,255	5,581,295	5,581,295

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
POLICE PATROL - 40120			
4090	CAPTAIN	0	113,386
	LIEUTENANTS (3)	0	263,116
	SERGEANTS (6)	0	452,535
	PATROL OFFICERS (30)	0	1,779,934

			2,608,971

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - POLICE - PATROL

DEPT # - 40120

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4093	Replacement Pay	579,000	Replacement of patrol personnel for sick/injured, holidays, vacation. (3 yr wgted avg – 542,880) (request 570,000 plus COLA 4/1/17)	Replacement of patrol personnel for sick/injured, holidays, vacation. (3 yr wgted avg – 628,112)
4094	Shift Differential	63,171	Contractual (Patrol officers) (3 yr wgted avg – 36,931)	Contractual (Patrol officers) (3 yr wgted avg – 37,116)
4098	Overtime pay	213,055	15 minute early reporting time, hold-over case investigation, accidents, & other un-scheduled events. DWI patrols. Holiday increased staffing coverage. Prisoner transports to & from jail in Brentwood. Increase of 18,750 due to DWI and STEP grants for 9 months of 2017. Offsetting revenue in GF 1-3215 (3 yr wgted avg – 185,613) (includes COLA 4/1/17)	15 minute early reporting time, hold-over case investigation, accidents, & other un-scheduled events. DWI patrols. Holiday increased staffing coverage. Prisoner transports to & from jail in Brentwood. (3 yr wgted avg – 185,025)
4110	Holiday Pay	22,323	Contractual payment for holidays worked. (3 yr wgted avg – 26,726) (portion allocated to CSU)	Contractual payment for holidays worked. (3 yr wgted avg – 25,460)

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
<i>POLICE-COMMUNITY SERVICES</i>								
40125 - 4090	REGULAR PAY	-	463,214	383,412	484,105	484,105	484,105	484,105
40125 - 4094	SHIFT DIFFERENTIAL	-	-	1,000	-	-	-	-
40125 - 4098	OVERTIME PAY	-	25,516	28,131	26,042	26,042	26,042	26,042
40125 - 4110	HOLIDAY PAY	-	6,993	4,475	7,185	7,185	7,185	7,185
40125 - 4170	RETIREMENT	-	130,770	109,668	144,360	144,360	144,360	144,360
40125 - 4171	DISABILITY INSURANCE	-	3,947	3,094	4,109	4,109	4,109	4,109
40125 - 4172	WORKERS' COMPENSATION	-	18,494	18,494	19,888	19,888	19,888	19,888
40125 - 4174	FICA-SOCIAL SECURITY	-	7,168	5,847	7,500	7,500	7,500	7,500
40125 - 4176	HEALTH INSURANCE	-	157,567	121,905	167,482	167,236	167,236	167,236
40125 - 4177	UNEMPLOYMENT COMPENSATION	-	623	385	637	637	469	469
40125 - 4178	LIFE INSURANCE	-	1,087	860	1,170	1,170	1,170	1,170
40125 - 4179	DENTAL INSURANCE	-	6,749	5,043	6,455	6,393	6,393	6,393
40125 - 4260	CRIME PREVENTION	-	5,000	4,883	7,000	7,000	7,000	7,000
	SUBTOTAL	-	827,128	687,197	875,933	875,625	875,457	875,457

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
POLICE COMMUNITY SERVICES - 40125			
4090	CSU SERGEANT	0	78,802
	JUVENILE DETECTIVES (2)	0	133,275
	COMMUNITY AFFAIRS/SAFETY OFFICER	0	70,162
	SCHOOL RESOURCE OFFICER (3)	0	201,866
	Estimated offsetting revenue from School District in GF 1-3625 of \$332,754 for SRO positions in 2017.		----- 484,105

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - POLICE - COMMUNITY SERVICES UNIT

DEPT # - 40125

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4098	Overtime pay	26,042	15 minute early reporting time, hold-overs, & other un-scheduled events. (includes COLA 4/1/17)	15 minute early reporting time, hold-overs, & other un-scheduled events.
4110	Holiday Pay	7,185	Contractual payment for holidays worked.	Contractual payment for holidays worked.
4260	Crime Prevention	7,000	Community / promotional items, such as stickers, coloring books, etc. and SRO supplies National Night Out	Community / promotional items, such as stickers, coloring books, etc. (moved from Investigations)
			5,000	
			2,000	

Estimated offsetting revenue from School District in GF 1-3625 of \$332,754 for SRO positions in 2017.
Estimated offsetting revenue from School District in GF 1-3625 of \$333,408 for SRO positions in 2016.

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
<i>POLICE-INVESTIGATIVE SERVICES</i>								
40130 - 4090	REGULAR PAY	820,891	758,924	755,678	769,955	771,172	771,172	771,172
40130 - 4094	SHIFT DIFFERENTIAL	2,638	4,568	4,184	3,000	3,000	3,000	3,000
40130 - 4097	INCENTIVE PAY	-	-	6,800	7,200	7,200	7,200	7,200
40130 - 4098	OVERTIME PAY	96,140	90,433	85,896	100,849	100,849	100,849	100,849
40130 - 4110	HOLIDAY PAY	18,629	23,375	13,271	19,949	19,949	19,949	19,949
40130 - 4170	RETIREMENT	239,129	230,932	226,089	251,408	251,748	251,748	251,748
40130 - 4171	DISABILITY INSURANCE	7,064	6,368	6,321	6,500	6,506	6,506	6,506
40130 - 4172	WORKERS' COMPENSATION	33,160	33,240	33,240	33,913	33,913	33,913	33,913
40130 - 4174	FICA-SOCIAL SECURITY	13,429	12,691	12,577	13,061	13,079	13,079	13,079
40130 - 4176	HEALTH INSURANCE	243,292	205,329	214,518	176,564	200,498	200,498	200,498
40130 - 4177	UNEMPLOYMENT COMPENSATION	903	979	944	1,001	1,001	737	737
40130 - 4178	LIFE INSURANCE	2,106	1,915	1,918	1,976	1,976	1,976	1,976
40130 - 4179	DENTAL INSURANCE	10,839	10,146	9,989	9,440	9,348	9,348	9,348
40130 - 4235	SMALL TOOLS & EQUIP.	5,320	1,800	1,892	5,000	5,000	5,000	5,000
40130 - 4400	CONTRACTED SERVICES	6,250	5,000	2,750	6,500	6,500	6,500	6,500
SUBTOTAL		1,499,791	1,385,700	1,376,067	1,406,316	1,431,739	1,431,475	1,431,475

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
POLICE INVESTIGATIVE SERVICES - 40130			
4090	LIEUTENANT	0	96,543
	SERGEANT	0	76,233
	DETECTIVES (8)	0	531,408
	EVIDENCE OFFICER	0	66,988

			771,172

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - POLICE - INVESTIGATIVE SERVICES

DEPT # - 40130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4094	Shift Differential	3,000	Contractual - Night Detective \$40/Shift for evening work based on scheduled work assignments as well as additional shifts for special investigations, major crimes. (3 yr wgted avg – 2,681) Contract increase effective 4/1/16	Contractual - Night Detective \$40/Shift for evening work based on scheduled work assignments as well as additional shifts for special investigations, major crimes. (3 yr wgted avg – 2,684) Contract increase effective 4/1/16
4097	Incentive Pay	7,200	Detective Payment Per CBA	
4098	Overtime pay	100,849	Detective overtime for major case investigations including drug cases. Estimated \$15,095 will be reimbursed by Federal government program. Plus 15 minute contractual OT for Roll Call. (3 yr wgted avg – 98,811 + COLA 4/1/17)	Detective overtime for major case investigations including drug cases. Estimated \$15,095 will be reimbursed by Federal government program. Plus 15 minute contractual OT for Roll Call. (3 yr wgted avg – 98,857)
4110	Holiday Pay	19,949	Contractual payment for holidays worked. (3 yr wgted avg – 21,415) (portion allocated to CSU)	Contractual payment for holidays worked. (3 yr wgted avg – 27,067)
4235	Small Tools & Equipment	5,000	Fingerprinting supplies. Drug testing field kits. Evidence maintenance. Investigative aids. Field print kits for Patrol. Coveralls & booties. Batteries for surveillance equipment. Equipment for evidence collection & preservation. Evidence analysis in-house.	Fingerprinting supplies. Drug testing field kits. Evidence maintenance. Investigative aids. Field print kits for Patrol. Coveralls & booties. Batteries for surveillance equipment. Equipment for evidence collection & preservation. Evidence analysis in-house. (Community items moved to CSU)

TOWN OF SALEM, NH
 2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - POLICE - INVESTIGATIVE SERVICES

DEPT # - 40130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4400	Contracted Services	6,500	Electronic pawn registrations. (Offsetting revenue in GF 1-3308 Police Income)	Electronic pawn registrations. Offsetting revenue in GF 1-3308 Police Income

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
ANIMAL CONTROL								
40135 - 4090	REGULAR PAY	43,791	45,690	45,711	46,767	46,767	46,767	46,767
40135 - 4098	OVERTIME PAY	2,041	4,287	3,614	3,062	3,062	3,062	3,062
40135 - 4170	RETIREMENT	5,035	5,736	5,510	5,618	5,618	5,618	5,618
40135 - 4171	DISABILITY INSURANCE	394	407	414	427	427	427	427
40135 - 4172	WORKERS' COMPENSATION	878	1,033	1,033	1,089	1,089	1,089	1,089
40135 - 4174	FICA-SOCIAL SECURITY	3,096	3,824	3,568	3,812	3,812	3,812	3,812
40135 - 4176	HEALTH INSURANCE	28,585	27,115	28,562	28,206	28,164	28,164	28,164
40135 - 4177	UNEMPLOYMENT COMPENSATION	98	89	90	91	91	67	67
40135 - 4178	LIFE INSURANCE	105	108	110	113	113	113	113
40135 - 4179	DENTAL INSURANCE	1,086	1,143	1,143	1,154	1,143	1,143	1,143
40135 - 4235	SMALL TOOLS & EQUIP.	73	200	170	200	200	200	200
40135 - 4429	KENNEL OPERATIONS	1,405	2,622	1,679	3,000	3,000	3,000	3,000
40135 - 4430	DISPOSITION OF ANIMALS	294	210	85	290	290	290	290
40135 - 4431	VETERINARIAN EMER. CARE	460	798	1,654	690	690	690	690
40135 - 4496	ELECTRICITY	9,624	8,887	6,868	9,473	9,473	9,473	9,473
	SUBTOTAL	96,963	102,149	100,211	103,992	103,939	103,915	103,915

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
ANIMAL CONTROL - 40135			
4090	ANIMAL CONTROL OFFICER	0	46,767
			----- 46,767

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - POLICE -ANIMAL CONTROL

DEPT # - 40135

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4098	Overtime Pay	3,062	Care of animals impounded in kennel during holidays and weekends. Animal Control Officer must respond year round to animal attacks plus injured animals where owner is unknown. (3 yr wgted avg – 2,925) (includes COLA 4/1/17)	Care of animals impounded in kennel during holidays and weekends. Animal Control Officer must respond year round to animal attacks plus injured animals where owner is unknown. (3 yr wgted avg – 5,277)
4235	Small Tools & Equipment	200	Equipment to operate kennel and stored within ACO truck.	Equipment to operate kennel and stored within ACO truck.
4429	Kennel Operations	3,000	Water, wood shavings, building upkeep, food for animals, kennel supplies, (plastic bags, bug spray, deodorizer). Water & Sewer charges State license-elim in 2015 (3 yr wgted avg – 1,710) Increase because of needed repairs.	Water, wood shavings, building upkeep, food for animals, kennel supplies, (plastic bags, bug spray, deodorizer). Water & Sewer charges State license-elim in 2015 (3 yr wgted avg – 2,321)
4430	Disposition of Animals	290	Based on number of animal deaths. Law requires proper disposal of animals. (3 yr wgted avg – 284)	Based on number of animal deaths. Law requires proper disposal of animals. (3 yr wgted avg – 210)
4431	Veterinarian Emergency Care	690	Cost of treatment of injured animals when Town is unable to locate owner. Costs are recovered if animal is adopted. (3 yr wgted avg – 686)	Cost of treatment of injured animals when Town is unable to locate owner. Costs are recovered if animal is adopted. (3 yr wgted avg – 798)

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - POLICE -ANIMAL CONTROL

DEPT # - 40135

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4496	Electricity	9,473	Town Kennel and SARL Trailers (2) heat and electricity. Based on 3 year weighted average, plus estimated increase from provider	Town Kennel and SARL Trailers (2) heat and electricity. Based on estimate from supplier

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
POLICE-STATION								
40140 - 4234	BUILDING SUPPLIES	2,969	2,600	3,026	3,000	3,000	3,000	3,000
40140 - 4400	CONTRACTED SERVICES	10,713	7,564	8,016	9,274	9,274	9,274	9,274
40140 - 4401	CLEANING SERVICES	17,240	17,412	16,958	17,499	17,499	17,499	17,499
40140 - 4450	TELEPHONE	34,251	35,900	32,742	46,396	46,396	46,396	46,396
40140 - 4451	POSTAGE	1,267	1,400	2,513	2,000	2,000	2,000	2,000
40140 - 4495	HEAT	8,357	9,633	5,833	7,799	7,799	7,799	7,799
40140 - 4496	ELECTRICITY	35,154	31,061	28,773	34,671	34,671	34,671	34,671
40140 - 4497	OTHER UTILITIES	327	1,101	357	700	700	700	700
40140 - 4498	BUILDING REPAIRS	33,338	40,782	46,502	35,000	35,000	35,000	35,000
	SUBTOTAL	143,617	147,453	144,720	156,339	156,339	156,339	156,339
	TOTAL-POLICE	9,809,661	10,536,033	10,381,629	11,068,731	11,105,019	11,103,022	11,103,022

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - POLICE -STATION

DEPT # - 40140

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4234	Building Supplies	3,000	Provides for all building supplies for cleaning (various soap cleaning agents, solvents) Paper products, paper towels, toilet paper, etc. (based on 3 year wgt'd avg – 2,884)	Provides for all building supplies for cleaning (various soap cleaning agents, solvents) Paper products, paper towels, toilet paper, etc. (based on 3 year wgt'd avg – 2,640)
4400	Contracted Services	9,274	HVAC Maintenance Contract Generator Pest control (avg 42.40/mo) Copier maint./service X4 Annual Fire Alarm System Booking comp.camera maint. Stericycle (HAZMAT) Off site storage	HVAC Maintenance Contract Generator Pest control (avg 42.40/mo) Copier maint./service X4 Annual Fire Alarm System Booking comp.camera maint. Stericycle (HAZMAT) POD (Storage)
4401	Cleaning Services	17,499	Cleaning services (per bid)	Cleaning services (2015 +1%)
4450	Telephone	46,396	Long distance service, phone and fax service & repairs Cell phones (21) Modems (16) Pole Rental Internet Connection Invst Div. Fiber conversion N Salem radio site (1/3 shared with FD & MS)	Long distance service, phone and fax service & repairs Cell phones (17) Modems (14) Pole Rental Internet Connection Invst Div.

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - POLICE -STATION

DEPT # - 40140

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017		EXPLANATION 2016	
4451	Postage	2,000	Department mail. Many items require certified mail. Requests for discovery and record requests. Pkgs & other UPS shipping.		Department mail. Many items require certified mail. Requests for discovery and record requests. Pkgs & other UPS shipping.	
4495	Heat	7,799	Natural gas heat. Based on 3 yr wgted avg therms 7,026 @1.11 /therm.		Natural gas heat. Based on 3 yr wgted avg therms 6,832 @1.41/therm.	
4496	Electricity	34,671	Based on 3 year weighted average, plus estimated increase from provider		Based on estimate from supplier	
4497	Other Utilities	700	Water & sewer charges Based on 3 yr wgted avg – 678		Water & sewer charges Based on 3 yr wgted avg – 1,101	
4498	Building Repairs	35,000	Basic repairs as needed to maintain 30+ year old building.	25,000	Basic repairs as needed to maintain 30+ year old building.	25,000
			Trailer remediation (mold) & roof	10,000	Mold Remediation	15,782

2017 BUDGET

DEPT.	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
<i>FIRE DEPARTMENT SUMMARY</i>							
ADMINISTRATION	928,122	1,098,241	1,048,662	1,100,574	1,092,472	1,092,352	1,092,352
SUPPRESSION	8,492,803	8,803,938	8,739,670	9,137,457	9,080,704	9,079,216	9,079,216
COMMUNICATIONS	498,195	506,132	542,217	531,918	526,977	526,820	526,820
STATIONS	317,405	299,046	334,564	410,676	360,408	360,408	360,408
INSPECTIONAL SERVICES	479,084	632,196	618,440	724,891	734,157	734,011	734,011
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TOTAL - FIRE DEPARTMENT	10,715,608	11,339,553	11,283,554	11,905,516	11,794,718	11,792,807	11,792,807

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
<i>FIRE-ADMINISTRATION</i>								
40200 - 4090	REGULAR PAY	364,857	500,919	437,814	493,998	497,198	497,198	497,198
40200 - 4170	RETIREMENT	121,142	135,464	130,516	139,416	139,939	139,939	139,939
40200 - 4171	DISABILITY INSURANCE	2,628	3,561	2,664	3,527	3,550	3,550	3,550
40200 - 4172	WORKERS' COMPENSATION	28,195	31,950	31,950	32,191	32,191	32,191	32,191
40200 - 4174	FICA-SOCIAL SECURITY	10,009	10,918	10,230	10,828	11,011	11,011	11,011
40200 - 4176	HEALTH INSURANCE	93,560	119,571	97,288	134,694	134,495	134,495	134,495
40200 - 4177	UNEMPLOYMENT COMPENSATION	490	445	273	455	455	335	335
40200 - 4178	LIFE INSURANCE	1,124	1,534	1,246	1,536	1,541	1,541	1,541
40200 - 4179	DENTAL INSURANCE	4,297	6,100	4,780	5,706	5,650	5,650	5,650
40200 - 4182	CLOTHING ALLOWANCE	56,177	55,600	61,210	56,600	56,850	56,850	56,850
40200 - 4200	OFFICE SUPPLIES	2,676	3,500	3,981	4,000	4,000	4,000	4,000
40200 - 4208	EQUIPMENT REPAIR	1,004	1,028	1,084	1,195	1,195	1,195	1,195
40200 - 4224	HAZARDOUS RESPONSE	12,006	12,000	14,043	14,935	14,935	14,935	14,935
40200 - 4227	AMBULANCE BILLING	54,566	50,097	63,070	52,602	52,602	52,602	52,602
40200 - 4232	AMBULANCE SUPPLIES	124,128	111,182	114,926	79,243	79,243	79,243	79,243
40200 - 4406	PRINTING & BINDING	623	500	1,455	1,245	1,245	1,245	1,245
40200 - 4409	TEST SERVICES	4,938	5,391	6,898	5,391	5,391	5,391	5,391
40200 - 4410	ADVERTISING	1,161	776	1,519	1,315	1,315	1,315	1,315
40200 - 4412	TRAINING EXPENSE	26,891	33,911	45,001	46,052	34,021	34,021	34,021

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
40200 - 4440	EQUIPMENT RENTAL	534	544	692	544	544	544	544
40200 - 4451	POSTAGE	-	-	-	1,851	1,851	1,851	1,851
40200 - 4603	EMERGENCY MANAGEMENT	17,114	13,250	18,026	13,250	13,250	13,250	13,250
	SUBTOTAL	928,122	1,098,241	1,048,662	1,100,574	1,092,472	1,092,352	1,092,352

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
FIRE ADMINISTRATION - 40200			
4090	FIRE CHIEF	0	137,575
	ASSISTANT FIRE CHIEF	0	108,337
	FIRE MARSHAL - CHIEF BUILDING OFFICIAL	0	106,248
	DIRECTOR OF EMS (WAS DEPUTY CHIEF)	0	83,735
	ADMIN. ASST.	0	61,303

			497,198

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-ADMINISTRATION

DEPT # - 40200

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4182 Clothing Allowance	56,850	Due to contractual obligations, each employee is entitled to an annual clothing allowance. 67 F/T employees x 725 48,575 4 F/T employees x 950 3,800 1 P/T employee x 150 150 4 F/T employees x 250 1,000 Badges/Medals/Awards 1,975 Initial Issue/Promotions 850 Damaged Uniforms 500	Due to contractual obligations, each employee is entitled to an annual clothing allowance. 67 F/T employees x 725 48,575 4 F/T employees x 950 3,800 1 P/T employee x 150 150 Badges 1,000 Medals/Awards 975 Initial Issue/Promotions 600 Damaged Uniforms 500
4200 Office Supplies	4,000	General Office Supplies: including stationery, folders, paper, binders, toner kits, and planners (Increase based on transfer from Inspections)	General Office Supplies: including stationery, folders, paper, binders, toner kits, and planners
4208 Equipment Repair	1,195	This account is for maintenance to office equipment; service & repair to 2 copiers & 2 fax machines. Copier Maintenance contract 1,171 Copier Overages & Repairs not covered 24	This account is for maintenance to office equipment; service & repair to 2 copiers & 2 fax machines. Copier Maintenance contract 1,004 Copier Overages & Repairs not covered 24
4224 Hazardous Response	14,935	Membership fee for the Southeastern New Hampshire Hazardous Materials Mutual Aid District. Increase forecasted by annual meeting budget vote.	Membership fee for the Southeastern New Hampshire Hazardous Materials Mutual Aid District. Increase forecasted by annual meeting budget vote.
4227 Ambulance Billing	52,602	Fees paid to contract for ambulance billing and collection services. This fee is based on 4.5% of all funds collected. Also includes a fee for mailing HIPPA Compliance letters. 3 Yr Avg - \$55,571	Fees paid to contract for ambulance billing and collection services. This fee is based on 4.5% of all funds collected. Also includes a fee for mailing HIPPA Compliance letters.

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-ADMINISTRATION

DEPT # - 40200

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016		
4232 Ambulance Supplies	79,243	Includes all emergency equipment and supplies utilized for Emergency Medical Services. Items included are: supplies and equipment for patient examination and treatment, extrication supplies, bone needles, IV therapy, Lucas cups, medical gloves, needles and syringes, personal protective equipment, pharmaceuticals, respiratory and wound care, cardiac monitoring electrodes and modems, oxygen rental and usage, on-site maintenance agreements for cardiac monitors and AEDs, stretcher & stair chair maintenance, etc.	Includes all emergency equipment and supplies utilized for Emergency Medical Services. Items included are: supplies and equipment for patient examination and treatment, extrication supplies, bone needles, IV therapy, Lucas cups, medical gloves, needles and syringes, personal protective equipment, pharmaceuticals, respiratory and wound care, cardiac monitoring electrodes and modems, oxygen rental and usage, on-site maintenance agreements for cardiac monitors and AEDs, stretcher & stair chair maintenance, etc.		
		McGrath Video Laryngoscopes (3)	7,500	(2) Stryker Power Stretchers with required installation equipment.	39,218
		Maintenance for Cardiac Monitors, AEDs and LUCAS Devices (24 units)	14,764	Maintenance for Cardiac Monitors and AEDs (16 units)	8,927
		Oxygen rental and usage	1,902	Oxygen rental and usage	2,762
		Stretcher maintenance	950	Stretcher maintenance	800
		Supplies	52,607	Supplies	57,955
		CPR Equipment	1,520	CPR Equipment	1,520
4406 Printing & Binding	1,245	Includes printing as listed: Maintenance Work Orders Tags Envelopes & Stationery Hazard Reports Medical Releases Health Insurance Portability and Accountability Act Forms		Includes printing as listed: Maintenance Work Orders Tags Envelopes & Stationery Hazard Reports Medical Releases Health Insurance Portability and Accountability Act Forms	

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-ADMINISTRATION

DEPT # - 40200

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
		Inspectional Services forms (Increase based on inclusion of Inspections)	Patient Refusal Forms (Now done on tablets) (3 yr wgted avg = 438)
4409 Test Services	5,391	Expenses related to conducting annual promotional exams for Battalion Chief, Captain, Lieutenant, and Fire Inspector. Firefighter Candidate interviews, Pre-employment physical, polygraph and psychological testing.	Fees paid to conduct annual promotional exams for Captain, Lieutenant, and Fire Inspector. Pre-employment physical, polygraph and psychological testing
4410 Advertising	1,315	Legal notices for Equipment bids & Fire code change notifications Also includes Employment Advertising (3 yr wgted avg = 1,315)	Legal notices for Equipment bids & Fire code change notifications Also includes Employment Advertising (3 yr wgted avg = 1,800)
4412 Training Expenses	34,021	All expenses related to training and professional development: Dues & Subscriptions 4,671 Firefighter Certification and skills and development -NH Fire Academy 4,000 Instruction Fees—Costs associated with classes at Salem Fire Dept. 5,800 Outside Training—Off-site training & professional development 8,500 Rehab Supplies 2,000 Driver/Operator Class for 20 Members 8,550 Meeting Expenses 500 Forcible Entry Door Prop - Ventilation Roof Prop -	All expenses related to training and professional development: Dues & Subscriptions 4,671 Firefighter Certification and skills and development -NH Fire Academy 4,000 Instruction Fees—Costs associated with classes at Salem Fire Dept. 5,800 Outside Training—Off-site training & professional development 8,500 Rehab Supplies 1,940 Driver/Operator Class for 20 Members 8,550 Meeting Expenses 450

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-ADMINISTRATION

DEPT # - 40200

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4440 Equipment Rental	544	Postage meter rental	414
		Document disposal container	130
4451 Postage	1,851	Costs of packaging, mailing and shipping. Moved from Communications (3 yr avg - 1,851)	
4603 Emergency Management	13,250	Emergency Operations Center (EOC) telephone lines (4)	1,500
		EOC equipment, charts, signs	750
		Emergency Management communications equip.	11,000
			Emergency Operations Center (EOC) telephone lines (4)
			EOC equipment, charts, signs
			Emergency Management communications equip.

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
FIRE-SUPPRESSION								
40210 - 4090	REGULAR PAY	3,361,645	3,580,133	3,580,551	3,582,929	3,582,929	3,582,929	3,582,929
40210 - 4093	REPLACEMENT PAY	1,083,254	934,199	976,533	1,040,964	990,964	990,964	990,964
40210 - 4096	LONGEVITY	32,480	29,500	29,040	32,120	32,120	32,120	32,120
40210 - 4097	INCENTIVE PAY	541,464	529,621	511,959	525,199	525,199	525,199	525,199
40210 - 4098	OVERTIME PAY/CALL BACK	186,542	173,506	189,783	173,506	173,506	173,506	173,506
40210 - 4110	HOLIDAY PAY	57,177	74,761	42,922	71,525	71,525	71,525	71,525
40210 - 4170	RETIREMENT	1,490,969	1,533,195	1,520,396	1,646,026	1,646,026	1,646,026	1,646,026
40210 - 4171	DISABILITY INSURANCE	1,536	2,127	1,877	1,408	1,408	1,408	1,408
40210 - 4172	WORKERS' COMPENSATION	328,274	353,476	350,054	371,367	371,367	371,367	371,367
40210 - 4174	FICA-SOCIAL SECURITY	78,299	83,590	81,942	82,007	82,007	82,007	82,007
40210 - 4176	HEALTH INSURANCE	1,154,084	1,304,995	1,211,870	1,382,244	1,380,215	1,380,215	1,380,215
40210 - 4177	UNEMPLOYMENT COMPENSATION	6,383	5,607	5,687	5,642	5,642	4,154	4,154
40210 - 4178	LIFE INSURANCE	11,934	12,581	12,386	12,589	12,589	12,589	12,589
40210 - 4179	DENTAL INSURANCE	52,053	57,393	56,078	58,421	57,859	57,859	57,859
40210 - 4223	ACADEMIC REIMBURSEMENT	3,542	3,000	2,166	3,000	3,000	3,000	3,000
40210 - 4225	BREATHING APPARATUS	13,656	12,376	13,270	25,758	21,596	21,596	21,596
40210 - 4228	FIRE HOSE	7,019	6,600	7,749	6,574	6,574	6,574	6,574
40210 - 4229	WATER SUPPLY MAINTENANCE	-	500	391	500	500	500	500
40210 - 4230	FIREFIGHTING SUPPLIES	37,535	33,200	45,209	42,560	42,560	42,560	42,560

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
40210 - 4231	FIRE PREVENTION SUPPLIES	5,846	6,678	5,926	-	-	-	-
40210 - 4412	TRAINING	-	-	-	19,868	19,868	19,868	19,868
40210 - 4602	FIRE EQUIPMENT	26,730	52,813	80,235	39,995	39,995	39,995	39,995
40210 - 4611	EMS CERTIFICATION	12,382	14,087	13,646	13,255	13,255	13,255	13,255
	SUBTOTAL	8,492,803	8,803,938	8,739,670	9,137,457	9,080,704	9,079,216	9,079,216

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
FIRE SUPPRESSION - 40210			
4090	BATTALION CHIEFS (WERE CAPTAINS) (4)	0	289,493
	CAPTAINS (WERE LIEUTENANTS) (3)	3	195,906
	LIEUTENANTS (9)	(3)	561,164
	FIREFIGHTER/PARAMEDIC (44)	0	2,402,847
	INSPECTOR (FIREFIGHTER)	0	61,589
	MECHANIC	0	71,930
	FIRE CLERK (MOVED TO INSPECTIONAL SERVICES)		0

			3,582,929

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	-	Part-time Fire Inspector, 25 hrs/wk (new request)	
4093	Replacement Pay	990,964	Replacement shifts for absence due to vacations, sick leave, holidays, accident on duty, open shifts, light duty, military leave, training, administrative leave, and bereavement.	Replacement shifts for absence due to vacations, sick leave, holidays, disability, etc. This amount assumes average leave of 35.25 shifts per person and maintaining on-duty shift strength of 15 persons on 4 groups.
			730 Shifts (365 days/yr x 2 shift/day)	730 Shifts (4 groups x 182.5)
			15 Shift staffing (members)	15 Shift staffing (members)
			10,950 Total shifts to staff	10,950 Total shifts to staff
			(182.50 Shifts/member)	182.50 Shifts/member
			3 Yr weighted average of leave use:	- 35.25 Leave/member
			2,564 shifts/yr	147.25 Shifts/member
			2,564 replacement shifts needed	60 Line personnel
			@ 469.44 (avg.) = 1,203,644	8,835 Shifts available
			3 Year Weighted Average - 1,040,964	2,115 replacement shifts needed
			Overspent in 2015 by 149,055	@ 468.36 (avg.) = 990,581
			BOS reduced request by \$50,000	3 Year Weighted Average (942,495)
4096	Longevity	32,120	Costs are contractual obligations under the collective bargaining agreement. Employees receive \$200 after 5 years of service and \$40 for each additional year of service.	Costs are contractual obligations under the collective bargaining agreement. Employees receive \$200 after 5 years of service and \$40 for each additional year of service.

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4097	Incentive Pay	525,199	<p>Costs are contractual obligations mandated by the collective bargaining agreement. These benefits are paid for the following certifications and the number of personnel holding that level:</p> <p>Emergency Medical Technician - 64 of 64 6.50%</p> <p>Advanced Emergency Medical Technician - 42 of 64 2.50%</p> <p>Defibrillator Cert – 64 of 64 1.50%</p> <p>Firefighter -Level II – 17 of 64 3.00%</p> <p>Firefighter -Level III – 47 of 64 1.50%</p>	<p>Costs are contractual obligations mandated by the collective bargaining agreement. These benefits are paid for the following certifications and the number of personnel holding that level:</p> <p>Emergency Medical Technician - 65 of 65 6.50%</p> <p>Advanced Emergency Medical Technician - 46 of 65 2.50%</p> <p>Defibrillator Cert – 65 of 65 1.50%</p> <p>Firefighter -Level II – 18 of 65 3.00%</p> <p>Firefighter -Level III – 46 of 65 1.50%</p>
4098	Overtime Pay	173,506	<p>Overtime paid for shift holdovers, emergency callbacks, callbacks to cover stations, major storms, disasters, respond to major incidents. Emergency callbacks are often utilized in conjunction with mutual aid from surrounding communities. We strive to keep 1 Engine and 1 Ambulance staffed (5 personnel – minimum town-wide). Also includes OT expense for officer meetings, paramedic training sessions, EMS Coord., Training Officer, Mechanic, EMS Committee.</p>	<p>Overtime paid for shift holdovers, emergency callbacks, callbacks to cover stations, major storms, disasters, respond to major incidents. Emergency callbacks are often utilized in conjunction with mutual aid from surrounding communities. We strive to keep 1 Engine and 1 Ambulance staffed (5 personnel – minimum town-wide). Also includes OT expense for officer meetings, paramedic training sessions, EMS Coord., Training Officer, Mechanic, EMS Committee</p>
4110	Holiday Pay	71,525	<p>Lump sum payment provided to firefighting personnel for each holiday not used. It is estimated that on avg. each member will redeem 3.5 of their 12 holiday shifts @ 1/4 of a week's pay per holiday redeemed at straight-time rate.</p>	<p>Lump sum payment provided to firefighting personnel for each holiday not used. It is estimated that on avg. each member will redeem 3.5 of their 12 holiday shifts @ 1/4 of a week's pay per holiday redeemed at straight-time rate.</p>

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4223	Academic Reimbursement	3,000	Tuition reimbursement for firefighting personnel who complete accredited job related courses in accordance with the collective bargaining agreement.	Tuition reimbursement for firefighting personnel who complete accredited job related courses in accordance with the collective bargaining agreement.
4225	Breathing Apparatus	21,596	Masks/Regulators & Voice Amp Units 5,988 Misc. - Includes: maintenance, parts & cyclic hydrostatic testing for 68 units, 132 cylinders & 5 RIT packs, maintenance for 2 cascade systems, air quality tests, fit test machine calibration, and Posicheck calibration. 8,388 10 SCBA Carbon-Fiber Cylinders (expiring-need replacement) 7,220	Masks/Regulators & Voice Amp Units 4,988 Misc. - Includes: maintenance, parts & cyclic hydrostatic testing for 64 units, 132 cylinders & 5 RIT packs, maintenance for 2 cascade systems, air quality tests, fit test machine calibration, and Posicheck calibration. 7,388
4228	Fire Hose	6,574	Annual replacements of hose due to age and wear and tear. 500' - 4" 2,216 1,200' - 1.75" 3,440 2 - 6" Hard Suction 918	Annual replacements of hose due to age and wear and tear. 800' - 4" 3,936 1,000' - 1.75" 2,664
4229	Water Supply Maintenance	500	Items needed to maintain cisterns (8), pipes, strainers, caps, signs etc. Repairs to Cisterns 250 Misc. Maintenance 250	Items needed to maintain cisterns (8), pipes, strainers, caps, signs etc. Repairs to Cisterns 250 Misc. Maintenance 250

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4230	Firefighting Supplies	42,560	Firefighter protective clothing. Includes costs for boots, gloves, hoods and face shields, maintaining compliance with the National Fire Protection Association Firefighting Safety Standard for initial issues as well as replacements (10 sets) 26,000 Boots (6 Pair) 750 Gloves (10 Pair) 1,050 Hoods (10) 590 Extrication Gloves (4) 260 Turnout Gear Repairs 2,500 Reflective Vests (10) 750 2nd Hood - Cancer Prevention - 65 3,835 2nd set Gloves - Cancer Prevention - 65 6,825	Firefighter protective clothing. Includes costs for boots, gloves, hoods and face shields, maintaining compliance with the National Fire Protection Association Firefighting Safety Standard for initial issues as well as replacements (10 sets) 26,000 Boots (6 Pair) 750 Gloves (20 Pair) 1,900 Hoods (20) 1,040 Extrication Gloves (4) 260 Turnout Gear Repairs 2,500 Reflective Vests (10) 750
4412	EMS Training	19,868	AEMT Course 3,000 Paramedic Course 10,500 Instructor Training 2,520 Dues and Subscriptions - EMS 1,148 Outside Training 2,450 Meeting expenses 250	
4231	Fire Prevention Supplies	-	Moved to Inspectional Services	Includes costs for: Code Books/Library 1,541 Code Subscriptions Service (Includes Annual Membership for Code Services) 2,062 Photographic Supplies 225 Fire Inspection/Investigating Tools & Equipment 100 Evidence Collection Supplies 100

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-SUPPRESSION

DEPT # - 40210

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
				Fire Prevention/Education Literature 2,400
				Safety Trailer supplies & equip. 250
4602	Fire Equipment	39,995	Firefighting tools and equipment used in day-to-day fire department emergency operations including: Safety Equipment, Helmets, nozzles, fittings, adapters, flashlights, axes, saws, ladders, thermal imaging camera, fire extinguishers, roof saws, cones, sump pumps, foam.	Firefighting tools and equipment used in day-to-day fire department emergency operations including: Safety Equipment, Helmets, nozzles, fittings, adapters, flashlights, axes, saws, ladders, thermal imaging camera, fire extinguishers, roof saws, cones, sump pumps, foam.
			Standard equipment 31,795	Standard equipment 31,895
			Gas Detection Equipment 8,200	Bail-out Descenders (64) 20,918
4611	EMS Certification	13,255	Cost of instructor services for required medical training and recertification courses. New National Continued Competency Requirement Refresher Program targets specific organizational, state, and national topics.	Cost of instructor services for required medical training and recertification courses. New National Continued Competency Requirement Refresher Program targets specific organizational, state, and national topics.
			Mandatory continuing education for Emergency Medical Technicians (24 EMTs, 24 AEMTs, and 18 Paramedics) including CPR recert and 96 hours of con- ed including ACLS and PALS. 5,130	Mandatory continuing education for Emergency Medical Technicians (21 EMTs, 25 AEMTs, and 21 Paramedics) including CPR recert and 96 hours of con- ed. 5,772
			National Continued Competency Requirement (NCCR) 7,600	National Continued Competency Requirement (NCCR) 7,000
			NREMT recertification fees 525	NREMT recertification fees 515
				Advanced Cardiac Life Support 400
				Pediatric Advanced Life Support 400

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
FIRE-COMMUNICATIONS								
40220 - 4090	REGULAR PAY	219,587	224,922	226,084	225,746	225,746	225,746	225,746
40220 - 4092	TEMPORARY PAY	20,999	21,813	23,549	21,813	21,813	21,813	21,813
40220 - 4093	REPLACEMENT PAY	45,061	50,984	56,124	48,166	48,166	48,166	48,166
40220 - 4097	INCENTIVE PAY	4,391	4,512	4,512	4,674	4,674	4,674	4,674
40220 - 4098	OVERTIME PAY	1,591	1,658	3,351	1,658	1,658	1,658	1,658
40220 - 4110	HOLIDAY PAY	1,361	2,126	2,622	2,000	2,000	2,000	2,000
40220 - 4170	RETIREMENT	33,480	31,549	37,141	31,824	31,824	31,824	31,824
40220 - 4172	WORKERS' COMPENSATION	741	870	859	891	891	891	891
40220 - 4174	FICA-SOCIAL SECURITY	21,188	23,410	22,494	23,263	23,263	23,263	23,263
40220 - 4176	HEALTH INSURANCE	65,428	68,890	66,954	74,680	74,570	74,570	74,570
40220 - 4177	UNEMPLOYMENT COMPENSATION	588	595	546	597	597	440	440
40220 - 4178	LIFE INSURANCE	764	787	784	790	790	790	790
40220 - 4179	DENTAL INSURANCE	2,969	3,125	3,124	3,156	3,125	3,125	3,125
40220 - 4233	ALARM MAINTENANCE	6,827	12,800	8,894	12,800	12,800	12,800	12,800
40220 - 4412	TRAINING EXPENSE	-	1,600	899	1,600	1,600	1,600	1,600
40220 - 4450	TELEPHONE	35,419	39,346	45,586	53,830	49,030	49,030	49,030
40220 - 4451	POSTAGE	2,147	1,145	1,306	-	-	-	-
40220 - 4456	RADIO MAINTENANCE	35,653	16,000	37,386	24,430	24,430	24,430	24,430
	SUBTOTAL	498,195	506,132	542,217	531,918	526,977	526,820	526,820

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
FIRE COMMUNICATIONS - 40220			
4090	COMMUNICATIONS SUPERVISOR	0	55,809
	DISPATCHERS (4)	0	169,937

			225,746

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-COMMUNICATIONS

DEPT # - 40220

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092 Temporary Pay	21,813	Hourly wages paid to part-time dispatchers to cover 124 open shifts as well as other dispatcher vacancies. (Total of 150 shifts)	Hourly wages paid to part-time dispatchers to cover 124 open shifts as well as other dispatcher vacancies. (Total of 150 shifts)
4093 Replacement Pay	48,166	Coverage for dispatcher's vacations, sick leave, personal days, etc. 160 shifts are covered by full time dispatchers or firefighters.	Coverage for dispatcher's vacations, sick leave, personal days, etc. 160 shifts are covered by full time dispatchers or firefighters.
4097 Incentive Pay	4,674	Contractually mandated payments made to full-time dispatchers for certification levels.	Contractually mandated payments made to full-time dispatchers for certification levels.
4098 Overtime Pay	1,658	Overtime paid for emergency callbacks and holdovers to cover dispatch during emergency incidents and includes overtime pay for in-service training/emergency incident critiques.	Overtime paid for emergency callbacks and holdovers to cover dispatch during emergency incidents and includes overtime pay for in-service training/emergency incident critiques.
4110 Holiday Pay	2,000	Anticipation that (5) dispatchers will redeem 2 holidays each at 1/4 week's pay for each shift (10 shifts) 3 yr avg. 1,339.	Anticipation that (5) dispatchers will redeem 2 holidays each at 1/4 week's pay for each shift (10 shifts) 3 yr avg. 1,323.
4233 Alarm Maintenance	12,800	Includes the cost of maintaining the Town's radio box fire alarm system and repairs to console Console - Inside Work 6,000 Emergency outside Radio Box 3,600 Repairs Recorder Maint. Contract 2,500 Traffic Light Repairs 700	Includes the cost of maintaining the Town's radio box fire alarm system and repairs to console Console - Inside Work 6,000 Emergency outside Radio Box 3,600 Repairs Recorder Maint. Contract 2,500 Traffic Light Repairs 700

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-COMMUNICATIONS

DEPT # - 40220

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4412 Training Expense	1,600	Professional development training	Professional development training
		5 Dispatchers 1,500	5 Dispatchers 1,500
		1 Part-time Dispatcher 100	1 Part-time Dispatcher 100
4450 Telephone	49,030	Annual costs for all telephone services:	Annual costs for all telephone services:
		Business Lines (5)	Business Lines (5)
		Fax Lines (2)	Fax Lines (2)
		Station House Phones (3)	Station House Phones (3)
		Automatic Number Identifier (ANI)	Automatic Number Identifier (ANI)
		Automatic Location Identifier (ALI)	Automatic Location Identifier (ALI)
		Radio Circuit Lines (1)	Radio Circuit Lines (1)
		Direct lines to Police Dept. & Sub-Stations (3)	Direct lines to Police Dept. & Sub-Stations (3)
		Cellular Phones (17)	T1 lines (2) (3 months)
		Broadband Communications (aircards)	Cellular Phones (12)
		BCN Communications Service	Broadband Communications (15)
		Long Distance Calls	BCN Communications Service
		Emergency Repairs, Equipment, Parts, Line	Long Distance Calls
		Maintenance	Emergency Repairs, Equipment, Parts, Line
		Volk Alarm Line (2)	Maintenance
		Station Control Circuits (House Lights etc.)	Volk Alarm Line (2)
		High speed fiber-Comcast - 2 lines	Station Control Circuits (House Lights etc.)
			High speed fiber-Comcast (new-9 months)
4451 Postage	-	Moved to Administration	Costs of packaging, mailing and shipping. (Reduced to 3 yr avg)
4456 Radio Maintenance	24,430	Repairs and maintenance	Repairs and maintenance
		Base Stations (4)	Base Stations (4)
		-Very High Frequency (VHF) (2)	-Very High Frequency (VHF) (2)
		-Ultra High Frequency (UHF) (2)	-Ultra High Frequency (UHF) (2)

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-COMMUNICATIONS

DEPT # - 40220

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
		Mobiles (24)	Mobiles (24)
		Portables (66)	Portables (66)
		Voter (1)	Voter (1)
		Remote Receivers (5)	Remote Receivers (5)
		Motorola Console (2)	Motorola Console (2)
		Simulcast System	Simulcast System
		Lawrence Rd/Howard St. Generators	Lawrence Rd/Howard St. Generators
	1,000		1,000
		Portable Radio Batteries	Portable Radio Batteries
	2,000		2,000
		Fiber conversion N Salem radio site (1/3 shared with PD & MS)	
	8,430		

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
FIRE-STATIONS								
40230 - 4235	SMALL TOOLS & EQUIP.	3,164	2,500	5,743	11,216	11,216	11,216	11,216
40230 - 4237	GAS & OIL	86,515	63,492	74,538	71,167	71,167	71,167	71,167
40230 - 4452	BUILDING MAINTENANCE	8,498	6,197	7,467	7,683	7,683	7,683	7,683
40230 - 4458	VEHICLE MAINTENANCE	101,877	79,513	90,254	126,728	109,993	109,993	109,993
40230 - 4600	OFFICE FURNITURE & APPLIANCES	2,089	3,215	5,439	11,715	6,215	6,215	6,215
	SUBTOTAL	202,143	154,917	183,442	228,509	206,274	206,274	206,274
CENTRAL STATION #1								
40231 - 4452	BUILDING MAINTENANCE	13,402	51,228	69,825	59,063	31,030	31,030	31,030
40231 - 4495	HEAT	12,063	11,022	8,826	9,403	9,403	9,403	9,403
40231 - 4496	ELECTRICITY	22,775	18,028	16,551	21,268	21,268	21,268	21,268
40231 - 4497	OTHER UTILITIES	1,924	2,094	2,046	1,993	1,993	1,993	1,993
	SUBTOTAL	50,164	82,372	97,247	91,727	63,694	63,694	63,694
OLD NORTH STATION								
40232 - 4452	BUILDING MAINTENANCE	-	275	1,580	275	275	275	275
40232 - 4495	HEAT	592	757	412	517	517	517	517
40232 - 4496	ELECTRICITY	377	333	384	356	356	356	356
	SUBTOTAL	969	1,365	2,376	1,148	1,148	1,148	1,148

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
SOUTH STATION #3								
40233 - 4452	BUILDING MAINTENANCE	14,896	15,000	16,485	40,290	40,290	40,290	40,290
40233 - 4495	HEAT	11,178	12,264	8,468	10,070	10,070	10,070	10,070
40233 - 4496	ELECTRICITY	6,058	4,971	4,040	5,757	5,757	5,757	5,757
40233 - 4497	OTHER UTILITIES	1,262	793	810	1,122	1,122	1,122	1,122
	SUBTOTAL	33,393	33,028	29,804	57,239	57,239	57,239	57,239
NORTH STATION #2								
40234 - 4452	BUILDING MAINTENANCE	9,629	8,500	6,180	12,400	12,400	12,400	12,400
40234 - 4495	HEAT	12,336	12,204	8,409	10,911	10,911	10,911	10,911
40234 - 4496	ELECTRICITY	8,355	6,207	6,761	8,314	8,314	8,314	8,314
40234 - 4497	OTHER UTILITIES	415	453	346	428	428	428	428
	SUBTOTAL	30,736	27,364	21,696	32,053	32,053	32,053	32,053
	TOTAL-STATIONS	317,405	299,046	334,564	410,676	360,408	360,408	360,408

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-STATIONS

DEPT # - 40230

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4235	Small Tools	11,216	Tools/replacement and specialized equipment used by department mechanic	Tools/replacement and specialized equipment used by department mechanic
4237	Gas & Oil	71,167	Fuel Estimate: 18,572 gallons of diesel @ 2.37 and 9,457 gallons of gasoline @ 2.30 Oils, etc. (drums/quarts) (Increase based on inclusion of Inspections)	Fuel Estimate: 17,109 gallons of diesel @ 2.37 and 7,801 gallons of gasoline @ 2.30 Oils, etc. (drums/quarts)
			65,767	58,490
			5,400	5,002
4452	Building Maintenance	7,683	Supplies and equipment used for building maintenance in all fire stations. Light bulbs, cleansers, paper towels, toilet paper, trash bags, mops, sponges, buffer pads & shop safety equipment, pest control products. 3 yr wgted. avg - 7,683	Supplies and equipment used for building maintenance in all fire stations. Light bulbs, cleansers, paper towels, toilet paper, trash bags, mops, sponges, buffer pads & shop safety equipment, pest control products.
4458	Vehicle Maintenance	109,993	This category includes: Parts for repairs done by fire department personnel on 37 pieces of equipment including engine companies, a ladder company, ambulances, support vehicles, utilities vehicles, marine units, and trailers. Services provided by private suppliers, including major repairs and repairs that require special expertise, such as tire mounting, emission tests, spring replacements, and major mechanical repairs & tests e.g. pump tests, ladder testing. Supplies including grease, rags, wax, paints, mechanic overalls, etc. Replacement of tires for Fire Department apparatus, cars & ambulances. 3 yr wgted avg (96,728)	This category includes: Parts for repairs done by fire department personnel on 33 pieces of equipment including engine companies, a ladder company, ambulances, support vehicles, utilities vehicles, marine units, and trailers. Services provided by private suppliers, including major repairs and repairs that require special expertise, such as tire mounting, emission tests, spring replacements, and major mechanical repairs & tests e.g. pump tests, ladder testing. Supplies including grease, rags, wax, paints, mechanic overalls, etc. Replacement of tires for Fire Department apparatus, cars & ambulances. 3 Year Weighted Average (86,271)
			96,728	86,271

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-STATIONS

DEPT # - 40230

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
			(Includes maintenance of Inspections vehicles)	
			Refurbishment of Engine 3 13,265	
			(2000 Pierce Dash, Needle scale frame, replace tank cradle, replace substructure as needed.)	
4600	Office Furniture & Appliances	6,215	All Appliances, including refrigerators, stoves, dishwashers, washing machines, chairs, dryers and miscellaneous office furniture for all three stations.	All Appliances, including refrigerators, stoves, dishwashers, washing machines, dryers and miscellaneous office furniture for all three stations.
			3,215	
			Commercial Dishwasher - Station 1 -	
			Commercial Refrigerator - Station 1 3,000	

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-CENTRAL STATION #1

DEPT # - 40231

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4452 Building Maintenance	31,030	Maintenance and repair costs for Central Fire Station as follows: Exhaust System Maintenance 1,800 HVAC Maintenance 2,500 Electrical Repairs 2,100 Plumbing Supplies & Repair 2,000 Overhead Door Repair 3,000 Building/Grounds Maintenance 6,600 Generator Maintenance 250 Replace Front Door 3,500 Repair Apparatus Floor 6,280 Replace Carpeting - 1st and 2nd floor - Replace 2nd Floor Windows - Roof Repairs 3,000	Maintenance and repair costs for Central Fire Station as follows: Exhaust System Maintenance 1,800 HVAC Maintenance 2,500 Electrical Repairs 2,148 Plumbing Supplies & Repair 2,000 Overhead Door Repair 3,000 Building/Grounds Maintenance 6,600 Generator Maintenance 250 Window Replacement (13,500) - Kitchen Cabinet Repair/Replacement - Stairwell Enclosure 6,500 Bathroom Dividers 1,430 HVAC System Reconfiguration 25,000
4495 Heat	9,403	Heating and air conditioning costs for Central Fire Station. 8,471 therms (3 yr wgt'd avg) natural gas @ \$1.11/therm	Heating and air conditioning costs for Central Fire Station. 7,817 therms (3 yr wgt'd avg) natural gas @ \$1.41/therm
4496 Electricity	21,268	Electricity costs for Central Fire Station. Based on 3 year weighted average, plus estimated increase from provider.	Electricity costs for Central Fire Station. Based on estimate from supplier
4497 Other Utilities	1,993	Water and sewer charges. (3 yr wgt'd avg. - 1,993)	Water and sewer charges. (3 yr wgt'd avg. - 2,094)

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-OLD NORTH STATION

DEPT # - 40232

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4452	Building Maintenance	275	General maintenance (overhead door repair, buildings and grounds).	General maintenance (overhead door repair, buildings and grounds).
4495	Heat	517	281 gallons (3 yr wgt'd avg) of propane at 1.84 per gallon.	329 gallons (3 yr wgt'd avg) of propane at 2.30 per gallon.
4496	Electricity	356	Electricity costs for Old North Station. Based on 3 year weighted average, plus estimated increase from provider.	Electricity costs for Old North Station. Based on estimate from supplier

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-SOUTH STATION #3

DEPT # - 40233

ACCT ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2017
4452 Building Maintenance	40,290	Maintenance and repair costs for South Fire Station as follows: Exhaust System Maintenance 1,200 HVAC Maintenance 750 Electrical Repairs 2,000 Plumbing Supplies & Repair 1,000 Overhead Door Repair 1,000 Building/Grounds Maintenance 1,450 Generator Maintenance 250 Fire Alarm Annual Inspection 250 Sprinkler Annual Inspection 400 Install Concrete Pad - Front - 33'x 50' 31,990	Maintenance and repair costs for South Fire Station as follows: Exhaust System Maintenance 1,200 HVAC Maintenance 750 Electrical Repairs 2,000 Plumbing Supplies & Repair 1,000 Overhead Door Repair 1,000 Building/Grounds Maintenance 1,450 Generator Maintenance 250 Fire Alarm Annual Inspection 250 Sprinkler Annual Inspection 250 Replacement of Front Door 2,400 Replacement of Double Sink 1,800 Front and Rear Apron Reconstruction Project (30,300) Replace Ceiling Tiles 1,150 Replacement of Window AC Units(X5) 1,500
4495 Heat	10,070	Heating costs for South Fire Station. 5,473 gal (3 yr wgted avg) of propane @ \$1.84/gallon	Heating costs for South Fire Station. 5,332 gal (3 yr wgted avg) of propane @ \$2.30/gallon
4496 Electricity	5,757	Electricity costs for South Fire Station . Based on 3 year weighted average, plus estimated increase from provider.	Electricity costs for South Fire Station . Based on estimate from supplier
4497 Other Utilities	1,122	Water and sewer charges. (3 yr wgted avg. – 1,122)	Water and sewer charges. (3 yr wgted avg. – 793)

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - FIRE-NORTH STATION #2

DEPT # - 40234

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4452	Building Maintenance	12,400	Maintenance and repair costs for North Fire Station as follows:	Maintenance and repair costs for North Fire Station as follows:
			Exhaust System Maintenance 750	Exhaust System Maintenance 350
			HVAC Maintenance 3,000	HVAC Maintenance 2,000
			Electrical Repairs 200	Electrical Repairs 200
			Plumbing Supplies & Repair 500	Plumbing Supplies & Repair 500
			Overhead Door Repair 1,500	Overhead Door Repair 1,500
			Building/Grounds Maintenance 3,000	Building/Grounds Maintenance 3,000
			Generator Maintenance 250	Generator Maintenance 250
			Fire Alarm Maintenance 250	Fire Alarm Maintenance 250
			Fire Sprinkler Maintenance 250	Fire Sprinkler Maintenance 250
			Septic/Grey Water 200	Septic/Grey Water 200
			Flat Roof Repair - Seal Seams 2,500	
4495	Heat	10,911	Heating costs for North Fire Station. 5,930 gal (3 yr wgted avg) of propane @ \$1.84/gallon	Heating costs for North Fire Station. 5,306 gal (3 yr wgted avg) of propane @ \$2.30/gallon
4496	Electricity	8,314	Electricity costs for North Fire Station. Based on 3 year weighted average, plus estimated increase from provider.	Electricity costs for North Fire Station. Based on estimate from supplier
4497	Other Utilities	428	Water charges. (3 yr wgted avg. – 428)	Water charges. (3 yr wgted avg. – 453)

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
FIRE-INSPECTIONAL SERVICES								
<i>(TRANSFERRED FROM COMMUNITY DEVELOPMENT-INSPECTIONS AND HEALTH)</i>								
40240 - 4090	REGULAR PAY	253,214	290,811	334,604	406,304	414,247	414,247	414,247
40240 - 4092	TEMPORARY PAY	32,434	105,557	29,753	12,480	12,480	12,480	12,480
40240 - 4098	OVERTIME PAY	151	-	1,413	1,000	1,000	1,000	1,000
40240 - 4170	RETIREMENT	27,673	32,484	38,580	45,810	46,707	46,707	46,707
40240 - 4171	DISABILITY INSURANCE	1,956	2,372	2,956	3,376	3,428	3,428	3,428
40240 - 4172	WORKERS' COMPENSATION	19,164	19,740	19,740	23,127	23,127	23,127	23,127
40240 - 4174	FICA-SOCIAL SECURITY	21,983	30,320	27,526	32,115	32,723	32,723	32,723
40240 - 4176	HEALTH INSURANCE	46,591	67,238	85,504	115,070	114,866	114,866	114,866
40240 - 4177	UNEMPLOYMENT COMPENSATION	397	555	546	634	634	488	488
40240 - 4178	LIFE INSURANCE	699	813	977	1,089	1,111	1,111	1,111
40240 - 4179	DENTAL INSURANCE	2,494	3,520	4,081	5,300	5,248	5,248	5,248
40240 - 4200	OFFICE SUPPLIES	616	850	827	-	-	-	-
40240 - 4210	OPERATING SUPPLIES	152	200	200	-	-	-	-
40240 - 4231	INSPECTIONAL SERVICES SUPPLIES	-	-	-	5,275	5,275	5,275	5,275
40240 - 4237	GAS & OIL	5,692	2,890	3,444	-	-	-	-
40240 - 4400	CONTRACTED SERVICES	14,130	21,080	17,340	21,080	21,080	21,080	21,080
40240 - 4405	MEMBERSHIPS & PUBLICATIONS	364	1,159	292	2,784	2,784	2,784	2,784
40240 - 4406	PRINTING & BINDING	1,005	745	972	-	-	-	-
40240 - 4453	MEETINGS & TRAINING	120	1,372	607	1,372	1,372	1,372	1,372

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
40240 - 4458	VEHICLE MAINTENANCE	2,123	2,415	992	-	-	-	-
40240 - 4587	RECORDING FEES	125	75	87	75	75	75	75
40240 -4810	MOSQUITO CONTROL	48,000	48,000	48,000	48,000	48,000	48,000	48,000
SUBTOTAL		479,084	632,196	618,440	724,891	734,157	734,011	734,011
TOTAL-FIRE		10,715,608	11,339,553	11,283,554	11,905,516	11,794,718	11,792,807	11,792,807

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
FIRE-INSPECTIONAL SERVICES - 40240			
4090	BUILDING OFFICIALS (3) (moved from Inspections)	0	216,366
	HEALTH INSPECTOR (moved from Health Department)	0	99,382
	ADMIN. SECRETARY (moved from Inspections)	0	53,648
	FIRE CLERK (moved from Fire-Suppression)	0	44,851

			414,247

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME -FIRE - INSPECTIONAL SERVICES*

DEPT # - 40240

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	12,480	The 2 PT positions in 2016 were filled with 1 Full time Inspector, which is included in Regular Pay line for 2017 Part-Time Inspector (8 hrs/wk) 12,480 <i>Offset by Revenue from School District</i>	(2) Part-time building Inspectors- 28 hours each 105,557
4098	Overtime Pay	1,000	Overtime for call backs and after hours inspections	
4200	Office Supplies	0	Included in Fire Administration	Envelopes, labels, copier paper, file folders, pencils File folders & handers, envelopes, letterhead, pens, legal pads, photocopy allocation, rubber address stamps, field books, and binders.
4210	Operating Supplies	0	Included in Inspectional Services Supplies	Microbiological and environmental testing and sampling supplies, thermometers, probe wipes, disposable gloves and tracing dye. Replacement of outdated equipment.
4231	Inspectional Services Supplies	5,275	Code Books/Library 2,000 Inspection/Investigation tools and 425 equipment including evidence collection and photo supplies Fire Prevention/Education Literature 2,400 Safety Trailer supplies & equip. 250 (above items previously in Fire Administration) Microbiological and environmental 200 testing and sampling supplies, thermometers, probe wipes, disposable gloves and tracing dye	

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME -FIRE - INSPECTIONAL SERVICES*

DEPT # - 40240

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4237	Gas & Oil	0	Included in Fire Stations	Three (3) vehicles-1,481 gals. (3 yr wgted avg) @ 2.30/gal 3,406 Request reduced by TM to \$2,300 Travel to and from inspections and complain sites in Salem. Travel to Concord for health related meetings and to bring samples to the NH Dept. of Environmental Services Lab. Estimated 417 gals (3 yr wgted avg.) @ \$2.30 969 Request reduced by TM to \$690
4400	Contracted Services	21,080	Environmental testing done at NH Dept. of Environmental Services Lab as confirmation of food borne illnesses and pathogenic contamination of environment including suspected sewage outbreaks. Monthly beach testing samples June through August and re-samples as needed. Estimated 54 samples @ \$20 each. 1,080 Septic Inspections/reviews 20,000 (off-setting revenue GF 1-3371) (3 yr wgted avg - 17,483)	Environmental testing done at NH Dept. of Environmental Services Lab as confirmation of food borne illnesses and pathogenic contamination of environment including suspected sewage outbreaks. Monthly beach testing samples June through August and re-samples as needed. Estimated 54 samples @ \$20 each. 1,080 Septic Inspections/reviews 20,000 (off-setting revenue GF 1-3371) (3 yr wgted avg - 22,086)
4405	Memberships & Publications	2,784	Prof. Assn. Memberships: NH Building Officials 160 Central New England Electrical 20 Seacoast Building Officials 25 NH Fire Prevention and International 24 Arson Investigators	Prof. Assn. Memberships: NH Building Officials 160 Central New England Electrical 20 Seacoast Building Officials 25 NH Fire Prevention and International 24 Arson Investigators

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME -FIRE - INSPECTIONAL SERVICES*

DEPT # - 40240

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
			International Assn. of Electrical Inspectors	International Assn. of Electrical Inspectors
			Northeast Assn. of Plumbing/Gas inspectors	Northeast Assn. of Plumbing/Gas inspectors
			Code Subscriptions Service (Includes Annual Membership for Code Services - NFPA and ICC) (was in Fire Suppression)	ICC Memberships (3) (allows the Town to receive ICC training, technical support and membership price on code books)
			N.H. Health Officers Assoc.	Code books
			Granite State Designers and Installers	N.H. Health Officers Assoc.
4406	Printing & Binding	0	Included in Fire Administration	Granite State Designers and Installers
				Permit Applications, Inspection requests and other miscellaneous forms
				Restaurant & General Inspection forms
				Business Cards
4453	Meetings & Training	1,372	ICC Certifications (3)	ICC Certifications (3)
			Code Training & Continuing Education	Code Training & Continuing Education
			NH Health Officers Association (Semi-Annual meetings)	NH Health Officers Association (Semi-Annual meetings)
			Annual Granite State Designers & Installers Conference (1-day)	Annual Granite State Designers & Installers Conference (1-day)
4458	Vehicle Maintenance	0	Included in Fire Stations	Maintenance for three vehicles Increased to cover escalating repair costs (3 yr wgt'd avg - 1,391)
				Car for add'l inspector
				Scheduled tune up and oil changes; repairs as needed.

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME -FIRE - INSPECTIONAL SERVICES*

DEPT # - 40240

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
				(3 yr wgted avg - 53)
4587	Recording Fees	75	Deed addendums for in-law and accessory apartments (off-setting revenue GF 1-3260)	Deed addendums for in-law and accessory apartments (off-setting revenue GF 1-3260)
4810	Mosquito Control	48,000	Mosquito surveillance, larviciding, and adulticiding. Includes annual permit and event spray.	West Nile Virus surveillance, larviciding, and adulticiding. Includes annual permit and event spray.

*Includes combination of Inspections and Health Departments previously included under Community Development, as well as Fire Prevention.

2017 BUDGET

DEPT.	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
MUNICIPAL SERVICES SUMMARY							
ADMINISTRATION	377,857	472,974	478,197	510,341	512,517	512,445	512,445
GARAGE	75,783	116,399	109,317	74,267	45,279	49,739	49,739
FLEET	427,934	427,398	370,972	452,632	452,517	452,469	452,469
STREETS/SHOPS	1,709,616	2,010,458	1,879,230	2,044,369	2,054,892	2,053,060	2,053,060
SOLID WASTE	916,945	922,891	938,165	928,171	915,042	915,018	915,018
PARKS/PROPERTY	330,415	358,253	364,093	382,580	382,467	382,376	382,376
ENGINEERING	723,103	1,013,562	1,013,409	507,811	528,482	528,410	528,410
LIGHTING	583,299	591,103	551,951	598,637	598,637	598,637	598,637
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TOTAL - MUNICIPAL SERVICES	5,144,953	5,913,038	5,705,334	5,498,808	5,489,833	5,492,154	5,492,154

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
MUNICIPAL SERVICES-ADMINISTRATION								
50100 - 4090	REGULAR PAY	225,994	286,483	288,873	288,886	290,844	290,844	290,844
50100 - 4092	TEMPORARY PAY	-	-	840	-	-	-	-
50100 - 4170	RETIREMENT	25,169	32,000	32,354	32,571	32,791	32,791	32,791
50100 - 4171	DISABILITY INSURANCE	1,734	2,121	1,966	2,112	2,123	2,123	2,123
50100 - 4172	WORKERS' COMPENSATION	8,097	4,401	7,326	9,645	9,651	9,651	9,651
50100 - 4174	FICA-SOCIAL SECURITY	15,932	21,916	21,519	22,101	22,251	22,251	22,251
50100 - 4176	HEALTH INSURANCE	45,834	80,937	79,349	84,618	84,492	84,492	84,492
50100 - 4177	UNEMPLOYMENT COMPENSATION	294	267	273	273	273	201	201
50100 - 4178	LIFE INSURANCE	718	838	780	840	845	845	845
50100 - 4179	DENTAL INSURANCE	2,923	3,774	3,036	3,696	3,648	3,648	3,648
50100 - 4182	CLOTHING ALLOWANCE	262	200	250	250	250	250	250
50100 - 4200	OFFICE SUPPLIES	1,101	1,028	905	1,300	1,300	1,300	1,300
50100 - 4239	DAM REPAIR & MAINTENANCE	16,823	9,150	8,135	35,150	35,150	35,150	35,150
50100 - 4240	FLOOD CONTROL MANAGEMENT	7,790	13,650	8,290	8,290	8,290	8,290	8,290
50100 - 4400	CONTRACTED SERVICES	8,972	1,000	3,774	1,000	1,000	1,000	1,000
50100 - 4405	MEMBERSHIPS & PUBLICATIONS	804	804	570	1,388	1,388	1,388	1,388
50100 - 4406	PRINTING & BINDING	276	125	580	250	250	250	250
50100 - 4423	MEDICAL EXAMINATIONS	1,226	1,100	1,466	1,100	1,100	1,100	1,100
50100 - 4437	FOOD	5,750	5,600	5,100	5,600	5,600	5,600	5,600

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
50100 - 4450	TELEPHONE	6,445	4,984	7,856	8,231	8,231	8,231	8,231
50100 - 4453	MEETINGS & TRAINING	225	1,300	507	1,500	1,500	1,500	1,500
50100 - 4459	EQUIPMENT MAINTENANCE	1,474	1,296	1,009	1,040	1,040	1,040	1,040
50100 - 4600	OFFICE FURNITURE & EQUIP.	16	-	2,865	500	500	500	500
	SUBTOTAL	377,857	472,974	478,197	510,341	512,517	512,445	512,445

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
ADMINISTRATION - 50100			
4090	DIRECTOR OF MUNICIPAL SERVICES	0	123,299
	DEPUTY DIRECTOR-OPERATIONS	0	106,242
	ADMIN. SECRETARY	0	61,303

			290,844

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - ADMINISTRATION

DEPT # - 50100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4182	Clothing Allowance	250	Contract requirement (1 employee) Boot allowance only	Contract requirement (1 employee) Boot allowance only
4200	Office Supplies	1,300	Supplies for Highway Division 3 yr wgt'd avg. (1,010)	Supplies for Highway Division 3 yr wgt'd avg. (1,028)
4239	Dam Repairs & Maintenance	35,150	Yearly maintenance to 3 dams and 2 flumes 4,000 Electronic gate system maint. 1,000 Millville Dam repairs required by NHDES 26,000 Annual State Dam Inspection 4,150 3 yr wgt'd avg. (14,613)	Yearly maintenance to 3 dams and 2 flumes 4,000 Electronic gate system maint. 1,000 Annual State Dam Inspection 4,150 3 yr wgt'd avg. (10,918)
4240	Flood Control Management	8,290	Maintenance of River gauge @ Cowbell Corners (North Salem) cost of 13,790 to be offset by 5,500 from USGS Paid annually, in the Fall, to USGS	Maintenance of River gauge @ Cowbell Corners (North Salem) Paid annually, in the Fall, to USGS
4400	Contracted Services	1,000	Advertisements and public notices 3 yr wgt'd avg. (6,368)	Advertisements and public notices 3 yr wgt'd avg. (1,377)
4405	Memberships & Publications	1,388	For membership in professional organizations: NH Public Works Assn 40 Solid Waste Certifications 1,168 (8 scales @ 96 ea. & 8 operators @ 50 ea) State scale license 180	For membership in professional organizations: NH Public Works Assn 40 Solid Waste Certifications 584 (4 scales @ 96 ea. & 4 operators @ 50 ea) State scale license 180
4406	Printing & Binding	250	Handout notices for road detours, construction projects, etc.	Handout notices for road detours, construction projects, etc.

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - ADMINISTRATION

DEPT # - 50100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
			Stationery and envelopes 3 yr wgt'd avg. (240)	Stationery and envelopes 3 yr wgt'd avg. (68)
4423	Medical Exams	1,100	Physicals for employees when requested by the Town	Physicals for employees when requested by the Town
			200	200
			Random Drug/Alcohol testing 3 yr wgt'd avg. (1,330)	Random Drug/Alcohol testing 3 yr wgt'd avg. (1,173)
			900	900
4437	Food	5,600	Cost of food reimbursement, per labor contract, during emergency work on overtime. 3 yr wgt'd avg. 5,677	Cost of food reimbursement, per labor contract, during emergency work on overtime. 3 yr wgt'd avg. 5,663
4450	Telephone	8,231	Telephone lines and usage Cell phones (4) 3 yr wgt'd avg. (6,362) Increased due to circuits being reinstated	Telephone lines and usage Cell phones (5) 3 yr wgt'd avg. (5,989)
			5,951	2,340
			2,280	2,644
4453	Meetings & Training	1,500	Training programs, UNH T2 3 yr wgt'd avg. (685)	Training programs, UNH T2 3 yr wgt'd avg. (1,284)
			1,500	1,300
4459	Equipment Maintenance	1,040	Copier Maintenance & copies Emergency repairs	Copier Machine Emergency repairs
			540	500
			Time clock Maintenance (2) 3 yr wgt'd avg. (1,405)	Time clock Maintenance (2) 3 yr wgt'd avg. (1,251)
			500	796
4600	Office Furniture	500	Chair replacement	

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
MUNICIPAL SERVICES-GARAGE								
50110 - 4401	CLEANING SERVICES	5,355	5,410	5,355	5,471	5,471	5,471	5,471
50110 - 4495	HEAT	14,679	14,603	10,263	11,885	11,885	11,885	11,885
50110 - 4496	ELECTRICITY	27,939	22,255	20,432	1,243	22,255	26,715	26,715
50110 - 4497	OTHER UTILITIES	1,011	1,239	1,021	1,218	1,218	1,218	1,218
50110 - 4498	BUILDING REPAIRS	26,798	72,892	72,246	54,450	4,450	4,450	4,450
	SUBTOTAL	75,783	116,399	109,317	74,267	45,279	49,739	49,739

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - GARAGE

DEPT # - 50110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4401	Cleaning Services	5,471	Cleaning of building provided by outside contractor. Based on bid pricing	Cleaning of building provided by outside contractor. 2015 +1%
4495	Heat	11,885	Heat for building. Natural Gas. 3 yr wgt'd avg. (10,707) @1.11/ therm.	Heat for building Natural Gas. 3 yr wgt'd avg. (10,357) @1.41/ therm.
4496	Electricity	26,715	Based on 3 year weighted average, plus estimated increase from provider.	Based on estimate from supplier
4497	Other Utilities	1,218	Town Water 814 Septic system pumping 225 Propane for Emergency Generator 179 3 yr wgt'd avg (1,085)	Town Water 839 Septic system pumping 200 Propane for Emergency Generator 200 3 yr wgt'd avg (1,239)
4498	Building Repairs	4,450	HVAC maintenance contract (6 garage units) 900 Fuel System fire suppression testing twice annually (\$300 ea.) 600 Annual maintenance for overhead garage doors 2,500 Generator Maint 250 Alarm monitoring 200 3 yr wgt'd avg. (24,721)	HVAC maintenance contract (6 garage units) 900 Salt Shed roof (metal) 68,450 Fuel System fire suppression testing twice annually \$300ea 600 Annual maintenance for overhead garage doors 2,500 Generator Maint 250 Alarm monitoring 192 3 yr wgt'd avg. (21,989)

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
MUNICIPAL SERVICES-FLEET								
50120 - 4090	REGULAR PAY	88,223	98,967	69,463	101,304	101,304	101,304	101,304
50120 - 4098	OVERTIME PAY	6,574	8,675	5,196	8,165	8,165	8,165	8,165
50120 - 4170	RETIREMENT	10,863	12,025	8,339	12,343	12,343	12,343	12,343
50120 - 4171	DISABILITY INSURANCE	883	884	898	924	924	924	924
50120 - 4172	WORKERS' COMPENSATION	5,459	7,297	7,297	6,277	6,277	6,277	6,277
50120 - 4174	FICA-SOCIAL SECURITY	6,939	8,234	5,378	8,375	8,375	8,375	8,375
50120 - 4176	HEALTH INSURANCE	51,961	54,621	45,670	59,452	59,356	59,356	59,356
50120 - 4177	UNEMPLOYMENT COMPENSATION	196	178	182	182	182	134	134
50120 - 4178	LIFE INSURANCE	338	341	345	355	355	355	355
50120 - 4179	DENTAL INSURANCE	1,834	1,930	1,930	1,949	1,930	1,930	1,930
50120 - 4182	CLOTHING ALLOWANCE	1,211	1,344	1,267	1,341	1,341	1,341	1,341
50120 - 4237	GAS & OIL	111,750	81,662	52,796	87,365	87,365	87,365	87,365
50120 - 4456	RADIO MAINTENANCE	716	1,240	939	10,100	10,100	10,100	10,100
50120 - 4458	VEHICLE MAINTENANCE	140,987	150,000	171,272	154,500	154,500	154,500	154,500
	SUBTOTAL	427,934	427,398	370,972	452,632	452,517	452,469	452,469

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
FLEET - 50120			
4090	WORKING FOREMAN	0	52,393
	MECHANIC	0	48,911

			101,304

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - FLEET

DEPT # - 50120

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4098	Overtime	8,165	Projects not charged back to Divisional or Departmental accounts. Projects like vehicle inspections, welding, sandblasting and emergency repairs. 3 yr wgt'd avg. (8,064) Includes COLA effective 4/1/2017	Projects not charged back to Divisional or Departmental accounts. Projects like vehicle inspections, welding, sandblasting and emergency repairs. 3 yr wgt'd avg. (10,405)
4182	Clothing Allowance	1,341	2 mechanics - contract requirement	2 mechanics - contract requirement
4237	Gas & Oil	87,365	3 yr wgt'd avg. 9,760 gal of gasoline @ \$2.30 22,448 3 yr wgt'd avg. 24,965 gal of diesel @ \$2.37 59,167 Oil, hydraulic fluid, other lubricants, including waste oil disposal 5,750 3 yr wgt'd avg. (112,768)	3 yr wgt'd avg. 9,875 gal of gasoline @ \$2.30 22,713 3 yr wgt'd avg. 22,447 gal of diesel @ \$2.37 53,199 Oil, hydraulic fluid, other lubricants, including waste oil disposal 5,750 3 yr wgt'd avg. (106,469)
4456	Radio Maintenance	10,100	Annual repairs/maintenance 1,370 Pager rentals (5) 300 3 yr wgt'd avg. (1,329) Fiber conversion N Salem radio site (1/3 shared with FD and PD) 8,430	Annual repairs/maintenance 940 Pager rentals (5) 300 3 yr wgt'd avg. (2,312)
4458	Vehicle Maintenance	154,500	Vehicle parts for scheduled and emergency repairs to equipment. 3 yr wgt'd avg. (145,146)	Vehicle parts for scheduled and emergency repairs to equipment. 3 yr wgt'd avg. (159,993)

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
MUNICIPAL SERVICES-STREETS/SHOPS								
50130 - 4090	REGULAR PAY	486,166	546,944	472,907	566,158	566,158	566,158	566,158
50130 - 4092	TEMPORARY PAY	15,733	20,374	41,954	25,654	25,654	25,654	25,654
50130 - 4098	OVERTIME PAY	36,796	32,660	40,907	36,452	36,452	36,452	36,452
50130 - 4112	STAND-BY PAY	10,573	10,285	10,646	10,681	10,681	10,681	10,681
50130 - 4170	RETIREMENT	62,727	65,938	68,193	69,149	69,149	69,149	69,149
50130 - 4171	DISABILITY INSURANCE	4,664	4,882	4,858	5,166	5,166	5,166	5,166
50130 - 4172	WORKERS' COMPENSATION	31,192	41,753	41,753	36,857	36,857	36,857	36,857
50130 - 4174	FICA-SOCIAL SECURITY	40,262	46,686	40,712	48,881	48,881	48,881	48,881
50130 - 4176	HEALTH INSURANCE	189,870	255,741	214,119	220,831	231,432	231,432	231,432
50130 - 4177	UNEMPLOYMENT COMPENSATION	1,182	1,195	1,115	1,259	1,259	927	927
50130 - 4178	LIFE INSURANCE	1,786	1,892	1,864	1,983	1,983	1,983	1,983
50130 - 4179	DENTAL INSURANCE	7,595	8,536	7,811	7,988	7,910	7,910	7,910
50130 - 4182	CLOTHING ALLOWANCE	6,302	7,042	6,962	8,000	8,000	8,000	8,000
50130 - 4201	MAINTENANCE SUPPLIES	2,931	2,000	1,494	2,630	2,630	2,630	2,630
50130 - 4235	SMALL TOOLS & EQUIP.	2,542	2,000	1,367	2,500	2,500	2,500	2,500
50130 - 4238	TRAFFIC & STREET SIGNS	7,736	8,000	9,310	10,000	10,000	10,000	10,000
50130 - 4241	BRIDGE & RAIL SUPPLIES	4,252	8,500	9,376	8,500	8,500	8,500	8,500
50130 - 4242	STREET LINING	58,843	42,000	41,008	42,000	42,000	42,000	42,000
50130 - 4244	GRAVEL	9,954	6,000	8,118	4,000	4,000	4,000	4,000

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
50130 - 4245	BITUMINOUS CONCRETE	49,160	55,000	36,267	57,750	57,750	56,250	56,250
50130 - 4246	SAND	80	200	168	200	200	200	200
50130 - 4247	CRUSHED STONE	2,860	2,100	355	2,000	2,000	2,000	2,000
50130 - 4248	DRAINAGE SUPPLIES	35,463	23,000	21,204	25,000	25,000	25,000	25,000
50130 - 4262	SAFETY	1,504	3,000	3,096	3,000	3,000	3,000	3,000
50130 - 4266	COLD PATCH	8,018	6,500	6,288	3,500	3,500	3,500	3,500
50130 - 4267	CALCIUM CHLORIDE	3,408	3,500	3,780	3,500	3,500	3,500	3,500
50130 - 4268	SIDEWALK MAINTENANCE	-	2,750	72	2,750	2,750	2,750	2,750
50130 - 4400	CONTRACTED SERVICES	87,315	15,480	16,630	50,480	50,480	50,480	50,480
50130 - 4440	EQUIPMENT RENTAL	15,217	14,500	36,025	14,500	14,500	14,500	14,500
50130 - 4462	TREE REMOVAL	25,488	22,000	26,215	22,000	22,000	22,000	22,000
50130 - 4607	EQUIPMENT	-	-	-	1,000	1,000	1,000	1,000
50130 - 4983	WINTER WEATHER OPERATIONS	500,000	750,000	704,658	750,000	750,000	750,000	750,000
SUBTOTAL		1,709,616	2,010,458	1,879,230	2,044,369	2,054,892	2,053,060	2,053,060

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
STREETS/SHOPS - 50130			
4090	WORKING FOREMEN (2)	0	109,032
	HEAVY EQUIP. OPERATORS (5)	1	242,222
	LIGHT EQUIP. OPERATOR (5)	(1)	214,904

			566,158

2017 request includes reclassifying one LEO to HEO

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - STREETS / SHOPS

DEPT # - 50130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016		
4092	Temporary Pay	25,654	2 summer employees @ \$13.00/hr for 11 weeks doing brush, roadside trash pick up, patching, etc. Police details 3 yr wgt'd avg. (18,457)	11,440 14,214	2 summer employees @ \$9.00/hr for 11 weeks doing brush, roadside trash pick up, patching, etc. Police details 3 yr wgt'd avg. (20,435)	7,920 12,454
4098	Overtime	36,452	Emergency overtime and callouts NOT related to snow and ice removal. Sweeping, road problems, wind and rain storms, floods, street line painting, etc. 3 yr wgt'd avg. (35,715) + COLA effective 4/1/17	Emergency overtime and callouts NOT related to snow and ice removal. Sweeping, road problems, wind and rain storms, floods, street line painting, etc. 3 yr wgt'd avg. (35,961)		
4112	Standby	10,681	Year-round on-call foreman assignments, 1 hr/man/day, 1.5 hr/holiday or weekend day 3 yr wgt'd avg. (10,465) + COLA effective 4/1/17	Year-round on-call foreman assignments, 1 hr/man/day, 1.5 hr/holiday or weekend day 3 yr wgt'd avg. (10,292)		
4182	Clothing Allowance	8,000	12 employees - contract requirement	12 employees - contract requirement		
4201	Maintenance Supplies	2,630	Est. cost of maintenance material (soap, paper products, bug sprays, bulbs, etc.). 3 yr wgt'd avg. (2,775)	Est. cost of maintenance material (soap, paper products, bug sprays, bulbs, etc.). 3 yr wgt'd avg. (2,643)		
4235	Small Tools & Equipment	2,500	Replacement of small tools and equipment (shovels, picks, tree & brush cutting tools, saw blades, drills, etc.) 3 yr wgt'd avg. (2,619)	Replacement of small tools and equipment (shovels, picks, tree & brush cutting tools, saw blades, drills, etc.) 3 yr wgt'd avg. (2,910)		
4238	Traffic & Street Signs	10,000	Repair and clean existing signs.	Repair and clean existing signs.		

DEPT NAME - MUNICIPAL SERVICES - STREETS / SHOPS

DEPT # - 50130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
			Replace signs due to damage, fading, theft and vandalism. 3 yr wgt'd avg. (8,010)	Replace signs due to damage, fading, theft and vandalism. 3 yr wgt'd avg. (9,804)
4241	Bridge & Rail Repairs	8,500	Guardrail repairs town wide 3 yr wgt'd avg. (6,305)	Guardrail repairs town wide 3 yr wgt'd avg. (8,425)
4242	Street Lining	42,000	Cost to paint and/or thermoplastic white and yellow lines, stop bars, zebra striped islands, crosswalks and lane arrows. Also includes in house supplies, paint and glass bead materials. 3 yr wgt'd avg. (53,475)	Cost to paint and/or thermoplastic white and yellow lines, stop bars, zebra striped islands, crosswalks and lane arrows. Also includes in house supplies, paint and glass bead materials. 3 yr wgt'd avg. (41,118)
4244	Gravel	4,000	Maintenance of gravel roads twice yearly, construction projects, and drainage repairs. 3 yr wgt'd avg. (9,313) Using more recycled materials.	Maintenance of gravel roads twice yearly, construction projects, and drainage repairs. 3 yr wgt'd avg. (9,227)
4245	Bituminous Concrete	56,250	DPW hot top operations to repair sections of roads that require attention on a prioritized yearly basis (Asphalt) 3 yr wgt'd avg. (59,276)	DPW hot top operations to repair sections of roads that require attention on a prioritized yearly basis (Asphalt) 3 yr wgt'd avg. (80,669)
4246	Sand	200	Construction projects 3 yr wgt'd avg. (329)	Construction projects 3 yr wgt'd avg. (937)
4247	Crushed Stone	2,000	Construction projects, pipe installations, backfill drain structures	Construction projects, pipe installations, backfill drain structures

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - STREETS / SHOPS

DEPT # - 50130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
			3 yr wgt'd avg. (2,602)	3 yr wgt'd avg. (1,707)
4248	Drainage Supplies	25,000	Maintenance and emergency repairs to existing structures. Continue town wide drainage improvements as needed. Supplies required to repair system failures; culvert pipe, pre-cast concrete structures, frames and grates, etc.	Maintenance and emergency repairs to existing structures. Continue town wide drainage improvements as needed. Supplies required to repair system failures; culvert pipe, pre-cast concrete structures, frames and grates, etc.
			3 yr wgt'd avg. (31,094)	3 yr wgt'd avg. (21,734)
4262	Safety	3,000	To comply with NH Department of Labor work place safety requirements and our own safety manual, repair and replace safety equipment on an as needed basis. Barricades, flags, lights, vests, ear/eye protection, safety films, cones and barrels for traffic control. Training on Hazmat, confined space entry, trenching, and other job related requirements.	To comply with NH Department of Labor work place safety requirements and our own safety manual, repair and replace safety equipment on an as needed basis. Barricades, flags, lights, vests, ear/eye protection, safety films, cones and barrels for traffic control. Training on Hazmat, confined space entry, trenching, and other job related requirements.
			3 yr wgt'd avg. (2,201)	3 yr wgt'd avg. (3,033)
4266	Cold Patch	3,500	Cost of materials to make emergency road repairs	Cost of materials to make emergency road repairs
			3 yr wgt'd avg. (7,595)	3 yr wgt'd avg. (6,432)
4267	Calcium Chloride	3,500	For stabilization and dust control of gravel roads during the summer.	For stabilization and dust control of gravel roads during the summer.
			3 yr wgt'd avg. (3,667)	3 yr wgt'd avg. (4,230)
4268	Sidewalk Maintenance	2,750	Continued repairs to the sidewalks.	Continued repairs to the sidewalks.
			3 yr wgt'd avg. (1,311)	3 yr wgt'd avg. (4,794)

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - STREETS / SHOPS

DEPT # - 50130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4400	Contracted Services	50,480	Beaver control where public safety is at risk Town wide sidewalk/island Weed Control Broadway & Main St. catch basin cleaning 3 yr wgted avg. (73,367)	1,000 14,480 35,000 3 yr wgted avg. (54,269)
4440	Equipment Rental	14,500	Paving box etc. for in-house hot top operations Large excavator, 10 wheel dump, etc. 3 yr wgted avg. (15,827)	8,500 6,000 3 yr wgted avg. (22,605)
4462	Tree Removal	22,000	Scheduled and emergency removal of trees. 3 yr wgted avg. (24,126)	Scheduled and emergency removal of trees. 3 yr wgted avg. (19,642)
4607	Equipment	1,000	Small 2 cycle Equipment	
4983	Winter Weather Operations	750,000	For the purpose of winter weather operations, including, but not limited to, plowing and removing snow, sanding and chemically treating streets, and otherwise responding to hazardous road conditions related to winter weather.	For the purpose of winter weather operations, including, but not limited to, plowing and removing snow, sanding and chemically treating streets, and otherwise responding to hazardous road conditions related to winter weather.

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
MUNICIPAL SERVICES-SOLID WASTE								
50200 - 4090	REGULAR PAY	54,476	50,208	59,409	51,396	51,396	51,396	51,396
50200 - 4098	OVERTIME PAY	8,670	9,699	10,613	9,168	9,168	9,168	9,168
50200 - 4170	RETIREMENT	6,952	6,691	8,276	6,828	6,828	6,828	6,828
50200 - 4171	DISABILITY INSURANCE	447	448	518	468	468	468	468
50200 - 4172	WORKERS' COMPENSATION	2,524	2,793	2,793	2,933	2,933	2,933	2,933
50200 - 4174	FICA-SOCIAL SECURITY	4,664	4,583	5,197	4,633	4,633	4,633	4,633
50200 - 4176	HEALTH INSURANCE	16,267	11,434	16,036	13,892	13,868	13,868	13,868
50200 - 4177	UNEMPLOYMENT COMPENSATION	98	89	91	91	91	67	67
50200 - 4178	LIFE INSURANCE	174	174	200	181	181	181	181
50200 - 4179	DENTAL INSURANCE	620	517	648	522	517	517	517
50200 - 4182	CLOTHING ALLOWANCE	606	668	594	625	625	625	625
50200 - 4400	CONTRACTED SERVICES	756,527	772,360	779,179	766,709	766,709	766,709	766,709
50200 - 4406	PRINTING & BINDING	9,989	5,326	2,980	6,050	6,050	6,050	6,050
50200 - 4440	EQUIPMENT RENTAL	-	1,100	2,125	1,100	1,100	1,100	1,100
50200 - 4450	TELEPHONE	406	396	392	418	418	418	418
50200 - 4452	BUILDING MAINTENANCE	1,953	16,482	3,636	17,030	3,930	3,930	3,930
50200 - 4459	EQUIPMENT MAINTENANCE	1,395	2,000	13,989	2,000	2,000	2,000	2,000
50200 - 4466	PEST CONTROL	1,075	1,056	1,056	1,056	1,056	1,056	1,056
50200 - 4496	ELECTRICITY	2,188	1,867	1,813	2,071	2,071	2,071	2,071

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
50200 - 4607	EQUIPMENT	1,400	-	-	-	-	-	-
50200 - 4633	HAZARDOUS WASTE COLLECTION	22,346	15,000	23,280	21,000	21,000	21,000	21,000
50200 - 4648	TESTING	24,167	20,000	5,341	20,000	20,000	20,000	20,000
SUBTOTAL		916,945	922,891	938,165	928,171	915,042	915,018	915,018

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
SOLID WASTE - 50200			
4090	WORKING FOREMAN	0	51,396
			----- 51,396

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - SOLID WASTE

DEPT # - 50200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4098	Overtime	9,168	Wednesday evenings Saturday replacement due to sick leave, vacation, holidays. 3 yr wgt'd avg. (8,983) + COLA 4/1/17	Wednesday evenings Saturday replacement due to sick leave, vacation, holidays. 3 yr wgt'd avg. (9,503)
4182	Clothing Allowance	625	1 employee - contract requirement	1 employee - contract requirement
4400	Contracted Services	766,709	Loading, hauling & disposal: (tonnage based on 3 yr wgt'd avg tons) Trash \$81/ton (7,877) 638,037 Recyclables \$36/tons (2,077 tons) 74,772 Video Devices \$400/ton (59 tons) 23,600 C&D (offset by permit fee GF 1-3365) 15,000 Scale certification 1,300 Brush Grinder Service 14,000	Loading, hauling & disposal: (tonnage based on 3 yr wgt'd avg tons) Trash \$81/ton (7,920) 641,520 Recyclables \$36/tons (2,115 tons) 76,140 Video Devices \$400/ton (61 tons) 24,400 C&D (offset by permit fee GF 1-3365) 15,000 Scale certification 1,300 Brush Grinder Rental 14,000
4406	Printing & Binding	6,050	Permit stickers 8,000 cnt. 3,500 C&D tickets 1,000 cnt 650 Scale slips 950 Regulations (hand outs) 950 3 yr wgt'd avg.(8,686)	Permit stickers 7,550 cnt. 3,061 C&D tickets 495 Scale slips 890 Regulations (hand outs) 880 3 yr wgt'd avg.(7,717)
4440	Equipment Rental	1,100	Bull dozer, portable scale, etc. 3 yr wgt'd avg. (671)	Bull dozer, portable scale, etc. 3 yr wgt'd avg. (2,075)
4450	Telephone	418	Telephone line charge.	Telephone line charge.
4452	Building Maintenance	3,930	Paper products, soap 660 Water 535	Paper products, soap 660 Water 505

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - SOLID WASTE

DEPT # - 50200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
			Toilet pumping 540	Toilet pumping 540
			Building repairs 2,000	Building repairs 2,000
			Alarm system monitoring 195	Alarm system monitoring 192
			Landfill entrance improvements -	Replace Office Trailer 10,985
				Re-wire electricity/alarm new trailer 750
				Replace toilet 850
			3 yr wgt'd avg. (4,387)	3 yr wgt'd avg. (9,396)
4459	Equipment Maintenance	2,000	Normal maintenance of loader, oil, filters, etc. 500	Normal maintenance of loader, oil, filters, etc. 500
			Emergency repairs to scale 1,500	Emergency repairs to scale 1,500
			3 yr wgt'd avg. (1,618)	3 yr wgt'd avg. (2,159)
4466	Pest Control	1,056	Contractual services (88/mo).	Contractual services (88/mo).
4496	Electricity	2,071	Outside lighting. Scale house heat/cooling. Building electricity paid by Hauler under current contract. Based on 3 year weighted average, plus estimated increase from provider.	Outside lighting. Scale house heat/cooling. Building electricity paid by Hauler under current contract. Based on estimate from supplier
4633	Hazardous Waste Collection	21,000	One day collection, in September, of household hazardous waste. 2015 cost \$22,346 3 yr wgt'd avg. (20,253)	One day collection, in September, of household hazardous waste. 2014 cost \$19,300 3 yr wgt'd avg. (17,782)
4648	Testing	20,000	Post closure groundwater and methane gas sampling and testing costs at the Shannon Rd site. Management/Engineering 11,000	Post closure groundwater and methane gas sampling and testing costs at the Shannon Rd site. Management/Engineering 11,000

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - SOLID WASTE

DEPT # - 50200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016	
			Testing (gas, groundwater and storm water) 1,4-dioxane	Testing (gas, groundwater and storm water) 1,4-dioxane	8,000
			Storm water monitoring	Storm water monitoring	1,000

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
MUNICIPAL SERVICES-PARKS/PROPERTY								
50300 - 4090	REGULAR PAY	141,441	143,974	140,765	147,392	147,392	147,392	147,392
50300 - 4092	TEMPORARY PAY	12,985	7,920	10,719	11,440	11,440	11,440	11,440
50300 - 4098	OVERTIME PAY	10,978	14,452	16,488	12,034	12,034	12,034	12,034
50300 - 4170	RETIREMENT	17,027	17,697	18,135	17,975	17,975	17,975	17,975
50300 - 4171	DISABILITY INSURANCE	1,285	1,285	1,306	1,345	1,345	1,345	1,345
50300 - 4172	WORKERS' COMPENSATION	6,665	7,853	7,853	8,242	8,242	8,242	8,242
50300 - 4174	FICA-SOCIAL SECURITY	12,540	12,726	12,786	13,072	13,072	13,072	13,072
50300 - 4176	HEALTH INSURANCE	63,009	66,125	62,770	60,994	60,905	60,905	60,905
50300 - 4177	UNEMPLOYMENT COMPENSATION	385	317	395	347	347	256	256
50300 - 4178	LIFE INSURANCE	492	497	502	516	516	516	516
50300 - 4179	DENTAL INSURANCE	2,325	2,447	2,447	2,471	2,447	2,447	2,447
50300 - 4182	CLOTHING ALLOWANCE	1,452	1,635	1,602	1,650	1,650	1,650	1,650
50300 - 4250	MEMORIAL PLANTINGS	2,057	1,650	2,048	1,650	1,650	1,650	1,650
50300 - 4252	GROUNDS MAINTENANCE	14,140	12,290	17,637	14,064	14,064	14,064	14,064
50300 - 4253	PARK IMPROVEMENTS	5,632	3,000	3,283	3,000	3,000	3,000	3,000
50300 - 4258	LUMBER & MATERIALS	247	250	-	250	250	250	250
50300 - 4262	SAFETY	61	200	233	200	200	200	200
50300 - 4400	CONTRACTED SERVICES	6,835	10,000	6,630	10,000	10,000	10,000	10,000
50300 - 4450	TELEPHONE	1,249	1,177	1,421	1,450	1,450	1,450	1,450

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
50300 - 4452	BUILDING MAINTENANCE	3,850	6,684	4,718	6,684	6,684	6,684	6,684
50300 - 4459	EQUIPMENT MAINTENANCE	760	250	1,864	2,000	2,000	2,000	2,000
50300 - 4465	EXPANSION & DEVELOPMENT	1,700	25,747	30,713	40,000	40,000	40,000	40,000
50300 - 4495	HEAT	7,612	4,958	4,591	5,279	5,279	5,279	5,279
50300 - 4496	ELECTRICITY	1,223	1,203	1,135	1,206	1,206	1,206	1,206
50300 - 4497	OTHER UTILITIES	14,467	13,916	14,051	14,074	14,074	14,074	14,074
50300 - 4607	EQUIPMENT	-	-	-	5,245	5,245	5,245	5,245
	SUBTOTAL	330,415	358,253	364,093	382,580	382,467	382,376	382,376

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
PARKS/PROPERTY - 50300			
4090	WORKING FOREMAN	0	54,537
	HEAVY EQUIP. OPERATOR	0	48,911
	LIGHT EQUIP. OPERATOR	0	43,944

			147,392

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - PARKS / PROPERTIES

DEPT # - 50300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	11,440	2 employees for 11 weeks @ \$13 per 3 yr wgt'd avg. (11,276)	2 employees for 11 weeks @ \$9 per 3 yr wgt'd avg. (8,909)
4098	Overtime	12,034	Burials on weekends or other overtime situations, also emergency response/callouts to public buildings. 3 yr wgt'd avg. (11,791) + COLA 4/1/17	Burials on weekends or other overtime situations, also emergency response/callouts to public buildings. 3 yr wgt'd avg. (13,692)
4182	Clothing Allowance	1,650	3 employees - contract requirement	3 employees - contract requirement
4250	Memorial Plantings	1,650	Cost of flowers for the Town to place at Veterans' memorials, exclusive of cemetery. Also includes cost of flowers on lots covered by Trust Funds. Authorized to expend interest only (approx \$400). 3 yr wgt'd avg. (2,058)	Cost of flowers for the Town to place at Veterans' memorials, exclusive of cemetery. Also includes cost of flowers on lots covered by Trust Funds. Authorized to expend interest only (approx \$400). 3 yr wgt'd avg. (2,033)
4252	Grounds Maintenance	14,064	Yearly costs to maintain parks and ball fields Town wide Turf Management Hydro seeding Pine Grove 3 yr wgt'd avg. (16,307)	Yearly costs to maintain parks and ball fields Town wide Turf Management Hydro seeding Pine Grove 3 yr wgt'd avg. (20,250)
4253	Park Improvements	3,000	Plantings, mulch, flags General improvements 3 yr wgt'd avg. (5,021)	Plantings, mulch, flags General improvements 3 yr wgt'd avg. (3,788)
4258	Lumber & Material	250	Building and remodeling projects, fence repairs, etc. 3 yr wgt'd avg. (175)	Building and remodeling projects, fence repairs, etc. 3 yr wgt'd avg. (41)

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - PARKS / PROPERTIES

DEPT # - 50300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4262	Safety	200	Cones, barricades, safety glasses, vests, ear and eye protection. 3 yr wgt'd avg. (145)	Cones, barricades, safety glasses, vests, ear and eye protection. 3 yr wgt'd avg. (265)
4400	Contracted Services	10,000	General contractor work and labor as needed. 3 yr wgt'd avg. (9,032)	General contractor work and labor as needed.
4450	Telephone	1,450	Telephone line charge 2 lines (Cemetery and Parks Building) Cell phone - Working Foreman	Telephone line charge 2 lines (Cemetery and Parks Building) Cell phone - Working Foreman
			844	793
			606	384
4452	Building Maintenance	6,684	Normal building maintenance for Pine Grove Cemetery, parks building, and other properties. Burner maint. for two bldgs. Alarm monitoring 3 yr wgt'd avg. (4,373)	Normal building maintenance for Pine Grove Cemetery, parks building, and other properties. Burner maint. for two bldgs. Alarm monitoring 3 yr wgt'd avg. (6,782)
			3,400	3,400
			2,900	2,900
			384	384
4459	Equipment Maintenance	2,000	Repairs to equipment that require outside service. Parts for in-house service of lawn mowers, weed wackers and power tools. New weed wackers 3 yr wgt'd avg. (608)	Repairs to equipment that require outside service. Parts for in-house service of lawn mowers, weed wackers and power tools. 3 yr wgt'd avg. (487)
			1,000	
			1,000	
4465	Expansion & Development	40,000	For blasting in Pine Grove Cemetery. Tree cutting, dozer rental, loam & hydro seed for expansion. Master Plan 3 yr wgt'd avg. (2,060)	For blasting in Pine Grove Cemetery. Tree cutting, dozer rental, loam & hydro seed for expansion. Replace Fence Mount Pleasant 3 yr wgt'd avg. (4,194)
			500	500
			500	500
			39,000	24,747

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - PARKS / PROPERTIES

DEPT # - 50300

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4495	Heat	5,279	Heating oil for Pine Grove Cemetery, Parks Building 3 yr wgt'd avg (2,305 gals) @ \$2.29	Heating oil for Pine Grove Cemetery, Parks Building 3 yr wgt'd avg (2,165 gals) @ \$2.29
4496	Electricity	1,206	Based on 3 year weighted average, plus estimated increase from provider.	Based on estimate from supplier.
4497	Other Utilities	14,074	Parks and Cemetery buildings Septic Pumping 925 Town Water Irrigation: Michelle Park, Pine Grove Cemetery 13,149 3 yr wgt'd avg. (14,074)	Parks and Cemetery buildings Septic Pumping 925 Town Water Irrigation: Michelle Park, Pine Grove Cemetery 12,991 Based on 3 year weighted average
4607	Equipment	5,245	Lowering Device and Greens (replace worn equipment) 5,245	

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
MUNICIPAL SERVICES-ENGINEERING								
30100 - 4090	REGULAR PAY	269,802	280,048	287,153	280,859	285,218	285,218	285,218
30100 - 4092	TEMPORARY PAY	1,175	-	-	-	-	-	-
30100 - 4170	RETIREMENT	29,638	31,281	30,345	31,666	31,773	31,773	31,773
30100 - 4171	DISABILITY INSURANCE	2,046	2,087	2,081	2,099	2,132	2,132	2,132
30100 - 4172	WORKERS' COMPENSATION	18,849	17,618	17,618	16,711	16,711	16,711	16,711
30100 - 4174	FICA-SOCIAL SECURITY	20,535	21,423	21,236	21,486	21,820	21,820	21,820
30100 - 4176	HEALTH INSURANCE	69,755	76,180	76,530	84,618	84,492	84,492	84,492
30100 - 4177	UNEMPLOYMENT COMPENSATION	294	267	364	273	273	201	201
30100 - 4178	LIFE INSURANCE	1,044	1,044	1,044	1,044	1,044	1,044	1,044
30100 - 4179	DENTAL INSURANCE	3,124	3,287	3,106	3,696	3,660	3,660	3,660
30100 - 4200	OFFICE SUPPLIES	308	200	538	200	200	200	200
30100 - 4210	OPERATING SUPPLIES	205	207	437	202	202	202	202
30100 - 4237	GAS & OIL	1,102	851	391	853	853	853	853
30100 - 4402	ENGINEERING SERVICES	297,904	571,259	566,034	55,200	71,200	71,200	71,200
30100 - 4405	MEMBERSHIPS & PUBLICATIONS	705	795	674	795	795	795	795
30100 - 4406	PRINTING & BINDING	69	146	225	231	231	231	231
30100 - 4408	VEHICLE EXPENSE	286	400	188	400	400	400	400
30100 - 4453	MEETINGS & TRAINING	969	1,765	110	1,765	1,765	1,765	1,765
30100 - 4458	VEHICLE MAINTENANCE	899	300	104	350	350	350	350

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
30100 - 4994	SITE REMEDIATION	4,393	4,404	4,488	5,363	5,363	5,363	5,363
	TOTAL	723,103	1,013,562	1,013,409	507,811	528,482	528,410	528,410

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
ENGINEERING - 30100			
4090	DEPUTY DIRECTOR-ENGINEERING	0	103,553
	SENIOR ENGINEER	0	99,382
	ENGINEER	0	82,283

			285,218

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - ENGINEERING

DEPT # - 30100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4200	Office Supplies	200	Misc. paper, pens, clips, envelopes, folders, binders, etc Level funded	Misc. paper, pens, clips, envelopes, folders, binders, etc Level funded
4210	Operating Supplies	202	Marking Paint 40 Batteries 18 Video Tape 24 DVD/CD - digital storage media 30 Survey flagging (2 @ \$22) 44 Safety vest for new Eng Dir 16 Tape measure 30	Marking Paint 40 Batteries 18 Video Tape 24 8' metal screed 125
4237	Gas & Oil	853	371 gal @ \$ 2.30/gal - 2 vehicles 3 year weighted average	370 gal @ \$ 2.30/gal - 2 vehicles 3 year weighted average
4402	Engineering Services	71,200	MS4 (Stormwater): Filing of Notice of Intent with EPA; associated with federal changes to the National Pollution Discharge Elimination System (NDPES) Phase II for Small Municipal Separate Storm Sewer System (MS4) Permit - Federal adoption of new regulation is expected to occur in NH in late 2017 (and is anticipated to contain requirements similar to those recently issued in Massachusetts).	Stormwater Management Plan: Notice of Intent and Annual Report (Yr 1) associated with federal changes to the National Pollution Discharge Elimination System (NDPES) Phase II for Small Municipal Separate Storm Sewer System (MS4) Permit - Federal adoption of new regulation has not yet occurred so budget request has been deferred.

DEPT NAME - MUNICIPAL SERVICES - ENGINEERING

DEPT # - 30100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
			MS4 - Filing of Annual Stormwater Report (Yr 14): preparation of annual compliance report for the current National Pollution Discharge Elimination System (NDPES) Phase II for Small Municipal Separate Storm Sewer System (MS4) Permit.	4,200
		4,200		Annual Stormwater Report (Yr 13) for preparation of annual compliance report for the current National Pollution Discharge Elimination System (NDPES) Phase II for Small Municipal Separate Storm Sewer System (MS4) Permit
			MS4 (Stormwater): Consulting Engineering, testing, mapping, and monitoring associated with EPA MS4 regulations. Federal adoption of new regulation is expected to occur in NH in late 2017 (and is anticipated to contain requirements similar to those permit	
		0		Consulting Engineering, testing, mapping, and monitoring associated with EPA MS4 regulations. Federal adoption of new regulation has not yet occurred so budget request has been reduced to accommodate current permit issues.
			The above scope is intended to include: Development of a Stormwater Management Plan (SWMP) as anticipated in the future MS4 regulations at a cost of \$ 18,700. Continue outfall sampling and IDDE monitoring at various storm drain outfalls as follows: 2 sampling visits per location, 25 locations at \$ 300 per visit (\$15,000)	Above scope to include IDDE monitoring as follows: Continued sampling of selected stormwater locations at Captains Pond and Millville Pond; initial sampling of stormwater at select locations on Arlington Pond; initial sampling of select storm drain outfalls throughout the Town drainage system.

DEPT NAME - MUNICIPAL SERVICES - ENGINEERING

DEPT # - 30100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016	
			Outside engineering services as required by various departments. Amount represents small scale schematic or feasibility work on potential projects, studies, minor wetlands assessments, limited easement assistance, survey work, or other general minor technical assistance to the Town (level funded from 2016)	7,000	
			Design of Church Street Extension- Revenue offset of 60,000 from Zone 2 Impact fees GF 1-3670	60,000	
				Outside engineering services as required by various departments. Amount represents small scale schematic or feasibility work on potential projects, studies, minor wetlands assessments, limited easement assistance, survey work, or other general minor technical assistance to the Town (level funded from 2015)	7,000
				Depot Intersection - Final Design and Consulting Costs associated with Survey, Land Acquisition/Title Services, Geotechnical Study, Hazardous Waste Mitigation, Drainage and Water System Improvements. Costs are anticipated to be 80% reimbursible through NHDOT Revenue offset:	425,059
				<i>80% State of NH GF1-3215</i>	340,047
				<i>20% Impact Z2/Escrow/Depot Trust Fund GF1-3780</i>	85,012
				Engineering Design for N Main Street Bridge	120,000
				<i>Revenue offset:</i>	
				<i>Use of Fund Balance from prior unexpended Bridge Bond</i>	120,000

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - ENGINEERING

DEPT # - 30100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017		EXPLANATION 2016	
4405	Memberships & Publications	795	NH Public Works Association Annual Group Membership (Director, Sr Engineer & Engineer)	100	NH Public Works Association Annual Group Membership (Director, Sr Engineer & Engineer)	100
			American Society of Civil Engineers Annual Membership (Director)	310	American Society of Civil Engineers Annual Membership (Director)	310
			National Society of Professional Engineers Annual Membership (Sr Engineer)	185	National Society of Professional Engineers Annual Membership (Sr Engineer)	185
			NH Professional Engineering License Renewal (1)	150	NH Professional Engineering License Renewal (1)	150
			AASHTO/ASCE/AutoCad Technical Publications	50	AASHTO/ASCE/AutoCad Technical Publications	50
4406	Printing & Binding	231	Door hanger notices - 1 box	90	Door hanger notices - 1 box	80
			Business cards (1 box) for new Director	75	Business cards (0 boxes)	0
			Large format print paper (2 boxes @ \$33)	66	Large format print paper (2 boxes @ \$33)	66
4408	Vehicle Expense	400	Use of Private Vehicles - mileage level funded		Use of Private Vehicles - mileage level funded	
4453	Meetings & Training	1,765	LGC Annual Conference (Sr. Engineer & Engineer) (2 @ \$ 80)	160	LGC Annual Conference (Sr. Engineer & Engineer) (2 @ \$ 80)	160
			NH Public Works Assoc & UNH Technology Transfer Trainings (Sr. Engineer & Engineer – 2 ea) (4 @ \$ 60)	240	NH Public Works Assoc & UNH Technology Transfer Trainings (Sr. Engineer & Engineer – 2 ea) (4 @ \$ 60)	240
			American Society of Civil Engineers Seminar (Director) – 2 days	1,365	American Society of Civil Engineers Seminar (Director) – 2 days	1,365

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - ENGINEERING

DEPT # - 30100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4458	Vehicle Maintenance	350	1st vehicle-P3 2nd vehicle-P100	1st vehicle-C102 2nd vehicle-P100 Level funded
			100	50
			250	250
4994	Site Remediation	5,363	Municipal Underground Storage Tank Compliance Work consists of Line Leak Testing, Annual Compliance Audit, and Geotechnical Eng Consultant for: DPW Kelley Library District Court Unanticipated parts and physical repairs associated with the above testing and audit work	Municipal Underground Storage Tank Compliance Work consists of Line Leak Testing, Annual Compliance Audit, and Geotechnical Eng Consultant for: DPW Kelley Library District Court Unanticipated parts and physical repairs associated with the above testing and audit work
			1,348	1,018
			1,991	1,334
			1,224	1,252
			800	800

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
MUNICIPAL SERVICES-LIGHTING/TRAFFIC								
50400 - 4226	TRAFFIC LIGHT MAINTENANCE	33,124	26,000	21,601	42,562	42,562	42,562	42,562
50400 - 4254	ITS MAINTENANCE	-	10,000	19,262	-	-	-	-
50400 - 4400	CONTRACTED SERVICES	-	-	-	9,975	9,975	9,975	9,975
50400 - 4496	ELECTRICITY	550,175	555,103	511,089	546,100	546,100	546,100	546,100
	TOTAL	583,299	591,103	551,951	598,637	598,637	598,637	598,637
	TOTAL-MUNICIPAL SERVICES	5,144,953	5,913,038	5,705,334	5,498,808	5,489,833	5,492,154	5,492,154

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - MUNICIPAL SERVICES - LIGHTING / TRAFFIC

DEPT # - 50400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4226	Traffic Light/System Maintenance	42,562	Emergency repairs to 30 traffic control systems, 20 flashing lights, 15 school zone lights, and 1 cross walk light Repairs to the Opticom 3 yr avg. (38,251) ITS/ATMS maintenance	28,562 Emergency repairs to 30 traffic control systems, 20 flashing lights, 15 school zone lights, and 1 cross walk light Repairs to the Opticom 3 yr avg. (56,191)
4400	Contracted Services	9,975	ITS/ATMS Monitoring	Maintenance for Intelligent Traffic Systems
4496	Electricity	546,100	2,580 street lights. 30 traffic control systems, 10 flashing lights, 8 school zone lights and 1 cross walk light. Based on 3 year weighted average, plus estimated increase from provider	2,580 street lights. 30 traffic control systems, 10 flashing lights, 8 school zone lights and 1 cross walk light. Based on estimate from supplier

2017 BUDGET

DEPT.	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
<i>HUMAN SERVICES SUMMARY</i>							
ADMINISTRATION	168,759	175,883	178,581	184,523	187,250	187,202	187,202
DIRECT ASSISTANCE	45,104	70,000	62,144	72,500	65,500	65,500	65,500
OUTSIDE HUMAN SERVICES	70,653	82,153	82,153	89,300	103,800	120,800	120,800
<hr/>							
TOTAL - HUMAN SERVICES	284,516	328,036	322,878	346,323	356,550	373,502	373,502

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
HUMAN SERVICES - ADMINISTRATION								
60100 - 4090	REGULAR PAY	114,748	118,501	121,176	120,613	123,103	123,103	123,103
60100 - 4170	RETIREMENT		-		-	114	114	114
60100 - 4171	DISABILITY INSURANCE	967	994	1,001	1,068	1,087	1,087	1,087
60100 - 4172	WORKERS' COMPENSATION	306	356	356	392	392	392	392
60100 - 4174	FICA-SOCIAL SECURITY	8,276	9,066	8,713	9,227	9,417	9,417	9,417
60100 - 4176	HEALTH INSURANCE	41,776	44,523	44,523	50,076	50,003	50,003	50,003
60100 - 4177	UNEMPLOYMENT COMPENSATION	196	178	182	182	182	134	134
60100 - 4178	LIFE INSURANCE	441	446	448	466	470	470	470
60100 - 4179	DENTAL INSURANCE	1,058	1,114	1,777	1,794	1,777	1,777	1,777
60100 - 4200	OFFICE SUPPLIES	224	200	340	200	200	200	200
60100 - 4408	VEHICLE EXPENSE	202	-	-	-	-	-	-
60100 - 4453	MEETINGS & TRAINING	210	150	65	150	150	150	150
60100 - 4459	EQUIPMENT MAINTENANCE	355	355	-	355	355	355	355
	SUBTOTAL	168,759	175,883	178,581	184,523	187,250	187,202	187,202

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
HUMAN SERVICES ADMINISTRATION - 60100			
4090	HUMAN SERVICES DIRECTOR (30 HRS)	0	79,502
	HUMAN SERVICES ADMINISTRATIVE ASSISTANT (30 HRS)	0	43,601
			----- 123,103

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - HUMAN SERVICES - ADMINISTRATION

DEPT # - 60100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4200	Office Supplies	200	Copier paper Misc pens, batteries, tape Misc. Supplies	Copier paper Misc pens, batteries, tape Misc. Supplies
4408	Vehicle Expense	-		Mileage reimbursements for local and out of town mileage to visit clients, coordinate services, attend work sessions and workshops.
4453	Meetings & Training	150	NH Local Welfare Admin. Dues Southern NH Council Dues NH Welfare Admin Conf. Workshops: Domestic Violence, Child Abuse and Neglect, Legal Assistance Workshop on low income issues, etc	50 NH Local Welfare Admin. Dues 20 Southern NH Council Dues 40 NH Welfare Admin Conf. 40 Workshops: Domestic Violence, Child Abuse and Neglect, Legal Assistance Workshop on low income issues, etc
4459	Equipment Maintenance	355	For maintenance and repair of copy machine	For maintenance and repair of copy machine

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
<i>DIRECT ASSISTANCE</i>								
60110 - 4433	OTHER ASSISTANCE	10,041	4,000	17,061	17,000	10,000	10,000	10,000
60110 - 4434	MEDICAL	30	1,000	-	500	500	500	500
60110 - 4437	FOOD	2,684	8,000	2,024	5,000	5,000	5,000	5,000
60110 - 4438	RENT	24,125	47,000	35,788	40,000	40,000	40,000	40,000
60110 - 4439	UTILITIES	8,224	10,000	7,271	10,000	10,000	10,000	10,000
	SUBTOTAL	45,104	70,000	62,144	72,500	65,500	65,500	65,500

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - HUMAN SERVICES - DIRECT ASSISTANCE

DEPT # - 60110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4433	Other Assistance	10,000	Cost for transportation, burials, clothing, emergency home repairs, a catch-all category.	Cost for transportation, burials, clothing, emergency home repairs, a catch-all category.
4434	Medical	500	Cost for prescriptions, dental and emergency medical assistance.	Cost for prescriptions, dental and emergency medical assistance.
4437	Food	5,000	Provides for food purchases for Town Welfare clients.	Provides for food purchases for Town Welfare clients.
4438	Rent	40,000	Includes payments for rent, emergency housing, and security deposits of eligible clients. Rent costs continue to be our most expensive line item.	Includes payments for rent, emergency housing, and security deposits of eligible clients. Rent costs continue to be our most expensive line item.
4439	Utilities	10,000	Covers fuel costs such as oil/gas. Also includes electrical bills, and other utility costs.	Covers fuel costs such as oil/gas. Also includes electrical bills, and other utility costs.

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
OUTSIDE HUMAN SERVICES								
60200 - 4812	UPPER ROOM	-	10,000	10,000	10,000	10,000	10,000	10,000
60200 - 4813	FAMILY PROMISE	-	5,000	5,000	5,000	5,000	5,000	5,000
60200 - 4814	BOYS & GIRLS CLUB	-	12,500	12,500	18,000	12,500	12,500	12,500
60200 - 4856	BRIDGES	1,000	1,000	1,000	1,000	1,000	1,000	1,000
60200 - 4894	CART	-	-	-	-	30,000	47,000	47,000
60200 - 4906	SALEM FAMILY RESOURCE CENTER	4,000	7,000	7,000	7,000	7,000	7,000	7,000
60200 - 4920	ROCK. CTY. COMMUN. ACTION	15,000	-	-	10,000	-	-	-
60200 - 4921	RET. SENIORS VOL. PROGRAM	4,000	4,000	4,000	4,000	4,000	4,000	4,000
60200 - 4923	A SAFE PLACE (HAVEN)	2,000	2,000	2,000	1,000	1,000	1,000	1,000
60200 - 4926	GREATER SALEM CAREGIVERS	15,000	15,000	15,000	15,000	15,000	15,000	15,000
60200 - 4937	ROCKINGHAM NTR, MEALS ON WHEELS	11,653	11,653	11,653	13,000	13,000	13,000	13,000
60200 - 4969	COMMUNITY HEALTH SERVICES	18,000	14,000	14,000	5,300	5,300	5,300	5,300
	SUBTOTAL	70,653	82,153	82,153	89,300	103,800	120,800	120,800
	TOTAL-HUMAN SERVICES	284,516	328,036	322,878	346,323	356,550	373,502	373,502

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - HUMAN SERVICES - OUTSIDE HUMAN SERVICES

DEPT # - 60200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4812	Upper Room	10,000	Provides Salem families and youth with Juvenile Diversion Programs, Adolescent Wellness, Community Service opportunities, help with combating youth shoplifting and parent support groups.	Provides Salem families and youth with Juvenile Diversion Programs, Adolescent Wellness, Community Service opportunities, help with combating youth shoplifting and parent support groups.
4813	Family Promise	5,000	Provides homeless families from Salem with emergency housing, comprehensive case management, transportation and a fully equipped Day Center in which to conduct housing and job searches.	Provides homeless families from Salem with emergency housing, comprehensive case management, transportation and a fully equipped Day Center in which to conduct housing and job searches.
4814	Boys & Girls Club	12,500	Provides children of Salem with impactful educational programing, math and reading assistance and a host of after school enrichment programs as well as extensive summer programming. Adding new drug and alcohol deterrent programs in the club as well as Salem Schools and has developed community coalation "Stand Up Salem" to combat growing drug abuse issue in Salem.	Provides children of Salem with impactful educational programing, math and reading assistance and a host of after school enrichment programs as well as extensive summer programming.
4856	Bridges	1,000	Bridges provides services to victims of sexual violence in Salem. Last year Bridges served a total of 5 shelter beds for Salem clients and 50 crisis intervention and advocacy units.	Bridges provides services to victims of sexual violence in Salem. Last year Bridges served a total of 7 shelter beds for Salem clients and 36 crisis intervention and advocacy units.

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - HUMAN SERVICES - OUTSIDE HUMAN SERVICES

DEPT # - 60200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4894	CART	30,000	Cooperative Alliance for Regional Transportation (moved from Community Development & reduced funding)	
4906	Salem Family Resources	7,000	Provided 135 clients with 40 units Parenting and Play groups to Salem Families in addition to referrals for parents to counseling, health care, special education. Have increased playgroups from 25-36 and added new intensive parenting curriculum. Amount of grant indicates combination of old and new programs.	Provided 197 clients with 40 units Parenting and Play groups to Salem Families in addition to referrals for parents to counseling, health care, special education. (included 3,000 from 2015 warrant article)
4920	Rockingham County Community Action	-	Provides a number of services to Salem's low income families including fuel assistance. Human Service Was a warrant article in 2016.	Provides a number of services to Salem's low income families including fuel assistance. Request of \$15,000 reduced at BOS level
4921	Retired Senior Volunteers Prog.	4,000	Provided 33 volunteers who donated 2,205 hours of service to seniors in 6 Salem non-profit agencies last year.	Provided 58 volunteers who donated 2,000 hours of service to seniors in 9 Salem non-profit agencies last year.
4923	A Safe Place	1,000	Agency provides limited case management services for domestic violence victims in the Town of Salem. Agency has not provided timely reports. Human Service Director recommends reducing grant by \$1,000.	Agency provides case management services for domestic violence victims in the Town of Salem. Agency served 77 residents referring to shelters as needed.
4926	Greater Salem Caregivers	15,000	Provides to frail, elderly, temporarily or permanently disabled. Provided 2,811 services such as rides, shopping, visits and wellness checks to 230 Salem Residents.	Provides to frail, elderly, temporarily or permanently disabled. Provided 1,776 services such as rides, shopping, visits and wellness checks to 181 Salem Residents.

DEPT NAME - HUMAN SERVICES - OUTSIDE HUMAN SERVICES

DEPT # - 60200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4937	Rockingham NTR, Meals on Wheels	13,000	Are feeding 155 Salem clients per day nutritional individual meals to Salem Seniors both at the Salem Senior center and to Salem homebound residents. Served over 38,627 meals to Salem residents and have significantly improved the nutrition content of their meals.	Last year provided 385 Salem clients nutritional individual meals to Salem Seniors both at the Salem Senior center and to Salem homebound residents. Served over 31,858 meals. Have experienced a large increase in meals served in Salem.
4969	Community Health Services	5,300	Agency has changed focus due to Federal Healthcare Mandates and in both 2015 and 2016 have seen a 60% decrease in Salem residents accessing their services. In a letter dated June 9, 2016 they requested a \$2,000 decrease in funding. The Salem Human Services Director recommends reducing the funding by approximately 60%.	Provides individuals and families in Salem with comprehensive health care if they are working and cannot afford health insurance. Last year saw a 22% decrease in number of Salem Residents served by CHS health services, including PCP visits, specialist visits and prescriptions. Request a decrease in funding from \$18,000 to \$14,000.

2017 BUDGET

DEPT.	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
COMMUNITY SERVICES SUMMARY							
ADMINISTRATION	520,266	539,910	493,635	539,365	541,162	540,963	540,963
INGRAM SENIOR CENTER	40,852	37,095	30,171	75,265	75,265	75,265	75,265
FACILITIES	17,788	27,218	20,582	11,774	11,774	11,774	11,774
<hr/>							
TOTAL - ELDERLY SERVICES	578,907	604,223	544,389	626,404	628,201	628,002	628,002

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
COMMUNITY SERVICES-ADMINISTRATION								
<i>(PREVIOUSLY RECREATION AND SENIOR SERVICES DEPARTMENTS)</i>								
60400 - 4090	REGULAR PAY	290,689	271,799	278,419	283,423	287,715	287,715	287,715
60400 - 4092	TEMPORARY PAY	51,863	58,808	40,213	67,016	65,404	65,404	65,404
60400 - 4098	OVERTIME PAY	99	75	668	300	300	300	300
60400 - 4170	RETIREMENT	29,426	30,362	30,737	31,955	32,441	32,441	32,441
60400 - 4171	DISABILITY INSURANCE	2,381	2,298	2,344	2,415	2,449	2,449	2,449
60400 - 4172	WORKERS' COMPENSATION	9,029	9,304	9,304	7,327	7,327	7,327	7,327
60400 - 4174	FICA-SOCIAL SECURITY	25,683	25,298	23,897	26,831	27,037	27,037	27,037
60400 - 4176	HEALTH INSURANCE	86,383	119,166	85,036	97,464	97,292	97,292	97,292
60400 - 4177	UNEMPLOYMENT COMPENSATION	816	722	587	757	757	558	558
60400 - 4178	LIFE INSURANCE	945	811	827	845	852	852	852
60400 - 4179	DENTAL INSURANCE	3,468	4,608	3,595	3,864	3,817	3,817	3,817
60400 - 4182	CLOTHING ALLOWANCE	508	667	669	667	667	667	667
60400 - 4200	OFFICE SUPPLIES	518	950	2,211	950	950	950	950
60400 - 4210	OPERATING SUPPLIES	2,966	3,895	3,833	3,895	3,895	3,895	3,895
60400 - 4237	GAS & OIL	22	60	63	-	-	-	-
60400 - 4400	CONTRACTED SERVICES	3,327	2,800	2,975	2,800	2,800	2,800	2,800
60400 - 4405	MEMBERSHIPS & PUBLICATIONS	330	385	330	425	400	400	400
60400 - 4406	PRINTING & BINDING	2,618	1,250	1,880	1,250	1,250	1,250	1,250
60400 - 4408	VEHICLE EXPENSE	701	484	696	1,300	1,300	1,300	1,300

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
60400 - 4410	ADVERTISING	838	1,100	934	1,000	1,000	1,000	1,000
60400 - 4448	BUS RENTAL	3,010	2,000	1,320	2,000	1,000	1,000	1,000
60400 - 4450	TELEPHONE	1,839	1,606	1,597	1,606	1,234	1,234	1,234
60400 - 4451	POSTAGE	1,856	147	-	-	-	-	-
60400 - 4453	MEETINGS/TRAINING	511	715	625	675	675	675	675
60400 - 4459	EQUIPMENT MAINTENANCE	439	600	874	600	600	600	600
	SUBTOTAL	520,266	539,910	493,635	539,365	541,162	540,963	540,963

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
COMMUNITY SERVICES ADMINISTRATION - 60400			
4090	COMMUNITY SERVICES DIRECTOR	0	99,382
	SENIOR CENTER COORDINATOR (2) (WAS CLERK)	0	99,405
	RECREATION CLERK (WAS ADMINISTRATIVE SECRETARY)	0	45,434
	CUSTODIAN	0	43,494 *
			----- 287,715

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - COMMUNITY SERVICES - ADMINISTRATION

DEPT # - 60400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	64,916	Music Instructor - Painting Instructor 40 weeks @ \$25 1,000 (Instructors partially offset by registration fees) Recreation Coordinator 34,588 Beach Staff 29,328 Fire Detail Special Olympics - (Suspended because of High School Renovations)	Music Instructor 42 weeks @ \$50 2,100 Painting Instructor 40 weeks @ \$25 1,000 (Instructors partially offset by registration fees) Recreation Coordinator 32,274 (new position) Beach Staff 23,434 Fire Detail Special Olympics -
4098	Overtime	300	Overtime as needed for Summer help	Overtime as needed for Summer help
4182	Clothing Allowance	667	Custodian/AFSCME contract 667 (uniform service \$417, boot allowance \$250)	Custodian/AFSCME contract 667 (uniform service \$417, boot allowance \$250)
4200	Office Supplies	950	Miscellaneous office supplies 950 Pens, pencils, adding machine tape, paper, masking tape, poster board, small staples, markers, clip boards, laminating, and calendars.	Paper, pens, envelopes, etc 950 Pens, pencils, adding machine tape, paper, masking tape, poster board, small staples, markers, clip boards, laminating, and calendars.
4210	Operating Supplies	3,895	ASCAP (license to play music) 345 Activities, programs and volunteer supplies, coffee, etc, >COA/donations Fishing Derby: 1,250 Fish, ribbons, trophies, prizes (Funds are in addition to annual donation of 1,000 from Salem Rotary for Fish) Staff T-Shirts 300 Equipment: 500 Life guard saving devices, first aid supplies, ice packs	ASCAP (license to play music) 345 Activities, programs and volunteer supplies, coffee, etc, >COA/donations Fishing Derby: 1,250 Fish, ribbons, trophies, prizes (Funds are in addition to annual donation of 1,000 from Salem Rotary for Fish) Staff T-Shirts 300 Equipment: 500 Life guard saving devices, first aid supplies, ice packs

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - COMMUNITY SERVICES - ADMINISTRATION

DEPT # - 60400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
			Halloween Party: 1,500 Candy, prizes, games, entertainment	Halloween Party: 1,500 Candy, prizes, games, entertainment
4400	Contracted Services	2,800	Custodian Fees: Portable toilets: 2,800 Michele Memorial Park Tennis Courts (2), DeBenedetto (Shannon) (1), Morse Soccer (2), Field of Dreams (2), Palmer (1),Wal-Mart (1), Hedgehog Park (1)	Custodian Fees: Portable toilets: 2,800 Michele Memorial Park Tennis Courts (2), DeBenedetto (Shannon) (1), Morse Soccer (2), Field of Dreams (2), Palmer (1),Wal-Mart (1), Hedgehog Park (1)
4405	Membership & Publications	400	New Hampshire Recreation Park 105 Association (2 memberships) US Tennis Association 65 National Rec & Park Assoc 165 New England Park Association 25 NH Assoc. of Senior Centers 40	New Hampshire Recreation Park 130 Association (2 memberships) US Tennis Association 65 National Rec & Park Assoc 165 New England Park Association 25
4406	Printing & Binding	1,250	Printing Brochures: Summer 13,350 copies 350 Flyers (3 flyers per year) 900	Printing Brochures: Summer 13,350 copies 350 Flyers (3 flyers per year) 900
4408	Vehicle expense	1,300	Mileage reimbursement @ .54 1,300 Includes Custodian, Director, and Program Coordinator Increase based on decreased availability of Town Vehicle	Mileage 105 @ .575 59 Director-annual conference 75 mi/\$42 Custodian-clean historic bldgs 30mi/\$17 Mileage Reimbursement
4410	Advertising	1,000	Summer Jobs	Summer Jobs

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - COMMUNITY SERVICES - ADMINISTRATION

DEPT # - 60400

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4448	Bus Rental	1,000	Bus Rental	Bus Rental 2,000
4450	Telephone	1,234	Telephone Service: Hedgehog Park and Recreation Office 744 Cell phone for Director 490	Telephone service (elim. Fax line) Telephone Service: Hedgehog Park and Recreation Office 744 Cell phone for Director 490
4451	Postage	-	Included in Town Hall postage	Non-resident renewal invoices 300 @.49 147
4453	Meetings/Training	675	(membership moved to 4405-Memberships) NH Assoc. of Senior Centers Conference (Sept) 35 Seminars 440 Training for Summer Staff 200	NH Assoc. of Senior Centers Annual Membership (Dec) 40 Conference (Mar) 35 Seminars 440 Training for Summer Staff 200
4459	Equipment Maintenance	600	Annual Piano Tuning (two) 150 Copier Maintenance & Overages 450	Annual Piano Tuning (two) 150 Copier Maintenance & Overages 450

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
COMMUNITY SERVICES-INGRAM SENIOR CENTER								
60430 - 4201	MAINTENANCE SUPPLIES	1,426	1,912	2,339	2,000	2,000	2,000	2,000
60430 - 4452	BUILDING MAINTENANCE	11,749	6,442	6,143	45,056	45,056	45,056	45,056
60430 - 4457	GROUNDS MAINTENANCE	430	650	100	650	650	650	650
60430 - 4495	HEAT	8,372	9,902	6,071	8,117	8,117	8,117	8,117
60430 - 4496	ELECTRICITY	17,569	16,736	13,890	18,094	18,094	18,094	18,094
60430 - 4497	OTHER UTILITIES	1,306	1,453	1,628	1,348	1,348	1,348	1,348
	SUBTOTAL	40,852	37,095	30,171	75,265	75,265	75,265	75,265

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - COMMUNITY SERVICES - INGRAM SENIOR CENTER

DEPT # - 60430

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4201	Maintenance Supplies	2,000	Paper towels, toilet tissue, hand soap, deodorizers, trash bags, cleaning supplies (floor, window, carpet, furniture), etc. (3 yr wgt'd avg =1,677)	Paper towels, toilet tissue, hand soap, deodorizers, trash bags, cleaning supplies (floor, window, carpet, furniture), etc. (3 yr wgt'd avg =1,912)
4452	Building Maintenance	45,056	Pest Control (do own, supplies) 150 Alarm annual monitoring service 192 HVAC annual maintenance 2,050 Elevator annual maintenance 1,105 (now bi-monthly) Elevator annual Insp.(east coast) 150 Elevator annual State test 50 Painting 250 Misc. building repairs, supplies 500 Fire Alarm annual inspection 1,200 Extinguishers/sprinklers Fire suppression inspections (required for hood over kitchen stove) Kitchen equip maint/repairs 250 Parking lot lights/bulbs 250 Generator Maintenance 295 Generator-New ATS controller 4,297 Roof repairs 17,900 Insulation 12,417 Roof Turbines 2,400 Emergency Exit doors (2) 1,600	Pest Control (do own, supplies) 150 Alarm annual monitoring service 192 HVAC annual maintenance 2,050 Elevator annual maintenance 1,105 (now bi-monthly) Elevator annual Insp.(east coast) 150 Elevator annual State test 50 Painting 250 Misc. building repairs, supplies 500 Fire Alarm annual inspection 1,200 Extinguishers/sprinklers Fire suppression inspections (required for hood over kitchen stove) Kitchen equip maint/repairs 250 Parking lot lights/bulbs 250 Generator Maintenance 295
4457	Grounds Maintenance	650	Fertilizer, lawn supplies, mulch, ice melt, parking lot paint 500	Fertilizer, lawn supplies, mulch, ice melt, parking lot paint 500

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - COMMUNITY SERVICES - INGRAM SENIOR CENTER

DEPT # - 60430

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
			Sprinkler system fall drain, spring open 150	Sprinkler system fall drain, spring open 150
4495	Heat	8,117	7,313 therms at \$1.11/therm natural gas (3 yr weighted avg)	7,023 therms at \$1.41/therm natural gas (3 yr weighted avg)
4496	Electricity	18,094	Based on 3 year weighted average, plus estimated increase from provider	Based on estimate from supplier
4497	Other Utilities	1,348	Water, sewer, back-flow inspection (3 yr weighted avg)	Water, sewer, back-flow inspection (3 yr weighted avg)

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
COMMUNITY SERVICES-RECREATIONAL FACILITIES								
60450 - 4452	BUILDING MAINTENANCE	16,011	25,410	18,867	9,910	9,910	9,910	9,910
60450 - 4496	ELECTRICITY	978	1,008	915	1,064	1,064	1,064	1,064
60450 - 4497	OTHER UTILITIES	800	800	800	800	800	800	800
	SUBTOTAL	17,788	27,218	20,582	11,774	11,774	11,774	11,774
	TOTAL-COMMUNITY SERVICES	578,907	604,223	544,389	626,404	628,201	628,002	628,002

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - COMMUNITY SERVICES - RECREATIONAL FACILITIES

DEPT # - 60450

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4452	Building Maintenance	9,910	Supplies for Hedgehog Park (maintenance, sanitary supplies, repairs, etc.) Hedgehog Park/Beach: -Signs-Rules & Regulations -Sand -Picnic Table -Ramp Repair Fencing	Supplies for Hedgehog Park (maintenance, sanitary supplies, repairs, etc.) Hedgehog Park/Beach: -Signs-Rules & Regulations -Sand -Picnic Table -Ramp Repair Airboost System for HHP
			400	400
			300	300
			650	650
			1,060	1,060
			4,500	3,000
			3,000	20,000
4496	Electricity	1,064	Hedgehog Park & Millville, and Palmer Field Based on 3 year weighted average, plus estimated increase from provider.	Hedgehog Park & Millville, and Palmer Field (new) Based on estimate from supplier
4497	Other Utilities	800	Pump Holding Tank at Hedgehog Park & Michele Park (done in the Fall)	Pump Holding Tank at Hedgehog Park & Michele Park (done in the Fall)

2017 BUDGET

DEPT.	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT)	2017 TRUSTEE RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
<i>LIBRARY SUMMARY</i>							
ADMINISTRATION	1,296,351	1,364,194	1,332,723	1,399,147	1,426,019	1,425,531	1,425,531
BUILDING	83,329	87,529	82,381	90,673	90,673	90,673	90,673
<hr/>							
TOTAL - LIBRARY	1,379,680	1,451,723	1,415,104	1,489,820	1,516,692	1,516,204	1,516,204

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 TRUSTEE RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
LIBRARY-ADMINISTRATION								
70100 - 4090	REGULAR PAY	634,631	671,118	665,155	672,615	677,660	677,660	677,660
70100 - 4092	TEMPORARY PAY	71,107	86,114	72,065	92,633	93,309	93,309	93,309
70100 - 4109	EMPLOYEE RETIREMENT BEN.	-	1	-	1	1	1	1
70100 - 4114	ANNUAL SICK LEAVE BUY-BACK	6,847	8,365	7,490	7,616	7,616	7,616	7,616
70100 - 4170	RETIREMENT	71,271	72,066	75,582	76,780	77,354	77,354	77,354
70100 - 4171	DISABILITY INSURANCE	5,722	5,927	5,891	5,945	5,991	5,991	5,991
70100 - 4172	WORKERS' COMPENSATION	3,301	3,823	3,823	4,016	4,016	4,016	4,016
70100 - 4174	FICA-SOCIAL SECURITY	52,302	58,606	54,802	58,990	59,428	59,428	59,428
70100 - 4176	HEALTH INSURANCE	196,773	211,352	212,680	235,991	256,147	256,147	256,147
70100 - 4177	UNEMPLOYMENT COMPENSATION	1,844	1,643	1,623	1,860	1,860	1,372	1,372
70100 - 4178	LIFE INSURANCE	1,560	1,625	1,611	1,634	1,663	1,663	1,663
70100 - 4179	DENTAL INSURANCE	8,703	9,437	9,610	9,863	9,771	9,771	9,771
70100 - 4200	OFFICE SUPPLIES	999	1,000	980	1,000	1,000	1,000	1,000
70100 - 4210	OPERATING SUPPLIES	10,329	11,250	10,912	11,250	11,250	11,250	11,250
70100 - 4223	ACADEMIC REIMBURSEMENT	-	-	-	750	750	750	750
70100 - 4257	MATERIALS OF TRADE	140,541	138,184	131,260	138,184	138,184	138,184	138,184
70100 - 4400	CONTRACTED SERVICES	52,952	52,027	52,415	55,327	55,327	55,327	55,327
70100 - 4404	AUDIT	718	727	727	727	727	727	727
70100 - 4405	MEMBERSHIPS & PUBLICATIONS	35	35	35	35	35	35	35

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 TRUSTEE RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
70100 - 4406	PRINTING & BINDING	251	250	216	2,950	2,950	2,950	2,950
70100 - 4408	VEHICLE EXPENSE	594	802	528	602	602	602	602
70100 - 4410	ADVERTISING	-	1	-	-	-	-	-
70100 - 4423	MEDICAL EXAMINATIONS	134	1	-	134	134	134	134
70100 - 4450	TELEPHONE	3,043	3,123	3,178	3,204	3,204	3,204	3,204
70100 - 4451	POSTAGE	681	1,000	588	750	750	750	750
70100 - 4453	MEETINGS & TRAINING	636	740	441	1,120	1,120	1,120	1,120
70100 - 4459	EQUIPMENT MAINTENANCE	280	250	220	250	250	250	250
70100 - 4467	FEES & CHARGES	4,767	6,000	5,267	-	-	-	-
70100 - 4600	OFFICE FURNITURE & EQUIP.	6,167	2,947	1,482	1,342	1,342	1,342	1,342
70100 - 4608	PUBLIC FURNITURE & EQUIP.	16,166	11,780	10,509	6,578	6,578	6,578	6,578
70100 - 4885	PROGRAMMING	3,999	4,000	3,631	7,000	7,000	7,000	7,000
SUBTOTAL		1,296,351	1,364,194	1,332,723	1,399,147	1,426,019	1,425,531	1,425,531

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
LIBRARY ADMINISTRATION - 70100			
4090	DIRECTOR	0	92,219
	ASST. DIRECTOR	0	70,701
	SR. REFERENCE LIBRARIAN	0	59,567
	SUPPLY CHAIN MANAGER (WAS SEC/BOOKKEEPER)	0	45,717
	HEAD OF CIRCULATION	0	50,094
	SR. CHILDREN'S LIBRARIAN	0	59,567
	TECH. PROC. LIBRARIAN	0	52,869
	YOUTH SERVICES LIBRARIAN	0	51,615
	LIBRARY ASST.-CIRCULATION (4)	0	147,902
	SENIOR CUSTODIAN	0	47,407

			677,660

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - LIBRARY - ADMINISTRATION

DEPT # - 70100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	92,633	<p>Pages (2) 7,145</p> <p>Multifunctional P/T (8) 58,842</p> <p>Library Assistants (1) 18,456</p> <p>Reference technician (1) 8,190</p>	<p>Pages (2) 6,918</p> <p>Multifunctional P/T (8) 60,867</p> <p>Library Assistants (1) 18,329</p>
4109	Employee Retirement Benefits	1	This line item was used through 2006 to pay for vacation and sick accruals for retiring employees. An expendable trust fund was established at the 2006 Town Meeting to handle these payments in the future.	This line item was used through 2006 to pay for vacation and sick accruals for retiring employees. An expendable trust fund was established at the 2006 Town Meeting to handle these payments in the future.
4114	Annual Sick Leave Buy Back	7,616	Payment to eligible employees for 50% of sick days remaining over maximum (72) at year end.	Payment to eligible employees for 50% of sick days remaining over maximum (72) at year end.
4200	Office Supplies	1,000	General office supplies.	General office supplies.
4210	Operating Supplies	11,250	Library supplies such as barcodes, date due cards, plastic albums to circulate media, and library cards.	Library supplies such as barcodes, date due cards, plastic albums to circulate media, and library cards.
4223	Academic Reimbursement	750	New line mirroring the benefit offered to the SEA Union. Will reimburse staff person currently pursuing masters in the field of librarianship and information science.	
4257	Materials of Trade	138,184	<p>Collections of print & non-print materials.</p> <p>\$2,200 worth of materials will be offset by restricted trusts, following the restrictions of the trusts.</p> <p>Pursuant to RSA, these expenditures must be included in the operating budget.</p>	<p>Collections of print & non-print materials.</p> <p>\$2,200 worth of materials will be offset by restricted trusts, following the restrictions of the trusts.</p> <p>Pursuant to RSA, these expenditures must be included in the operating budget.</p>

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - LIBRARY - ADMINISTRATION

DEPT # - 70100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4400	Contracted Services	55,327	1) GMILCS annual membership 38,533 2) IT Independent contract 7,850 3) Internet provider, webpage and email 2,618 4) Event calendar 1,250 5) Stationary IP address 179 6) Copier rental 3,300 7) Constant Contact (newsletter) 306 8) CybraryN (internet computer management) 875 9) Misc (motion picture licenses, etc.) 416 The copier rental is an addition to this line, with the total cost offset by funds moved from the Fees and Charges line	1) GMILCS annual membership 38,533 2) IT Independent contract 7,400 3) G4 Internet provider, webpage and email 5,040 4) Event calendar 875 5) Stationary IP address 179
4404	Audit	727	Annual Financial Audit.	Annual Financial Audit.
4405	Memberships & Publications	35	Dues for library's membership in Merri-Hill-Rock Cooperative.	Dues for library's membership in Merri-Hill-Rock Cooperative.
4406	Printing & Binding	2,950	Printing Library forms, envelopes, and brochures. Added \$2,800 to cover cost of producing 10,000 library cards	Printing Library forms, envelopes, and brochures.
4408	Vehicle Expense	602	Mileage reimbursements for library personnel, calculated at current rate of \$.56 per mile. Components are:	Mileage reimbursements for library personnel, calculated at current rate of \$.56 per mile. Components are:

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - LIBRARY - ADMINISTRATION

DEPT # - 70100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
			1) Outreach to Homebound: 31	1) Outreach to Homebound: 31
			2) Custodian/Courier 194	2) Custodian/Courier 203
			3) GMILCS meetings 377	3) GMILCS meetings 568
4410	Advertising	-	Line no longer used	Advertising as part of hiring process. Placeholder for line.
4423	Medical Examinations	134	Cost of medical examinations as part of hiring process.	Cost of medical examinations as part of hiring process. Placeholder for line.
4450	Telephone	3,204	Three voice lines and one fax line from Earthlink.	Three voice lines and one fax line from Earthlink.
4451	Postage	750	Postage costs for library operations: mailing notices (overdue and request), etc.	Postage costs for library operations: mailing notices (overdue and request), etc.
4453	Meetings & Training	1,120	Registrations and fees for workshops and work related training. Includes regional library association conferneces and sub-conferences, management workshops.	Registrations and fees for workshops, meetings, etc. New England Library Assoc. conference (2) 420 NE Teen Assoc (NERCTL) conference (1) 210 CHILIS (NH children's association)(1) 110
4459	Equipment maintenance	250	Maintenance for library equipment including cash registers, microfilm reader and computers.	Maintenance for library equipment including cash registers, microfilm reader and computers.

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - LIBRARY - ADMINISTRATION

DEPT # - 70100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016																						
4467	Fees & Charges	-	The funds raised through vending machines, book sale, printers, copiers, sale of non-resident cards, and other miscellaneous charges have been moved to offset costs in the contracted services line, and library programming.	Expenditures, such as children's and adult programs and the Summer Reading Program are completely offset by Fees & Charges income which is included on the Revenue side of the budget. The income currently comes from: vending machine, copiers, printers, sale of non-resident cards, book sales, and miscellaneous charges.																						
4600	Office Furniture & Equipment	1,342	<table border="0"> <tr> <td>1) Reading/Writing easel</td> <td>327</td> </tr> <tr> <td>2) 2 Barcode scanners</td> <td>204</td> </tr> <tr> <td>3) 3 Kick stools</td> <td>163</td> </tr> <tr> <td>4) Utility cart for programming</td> <td>328</td> </tr> <tr> <td>5) Interior signage</td> <td>161</td> </tr> <tr> <td>5) Replacement parts</td> <td>159</td> </tr> </table> <p>Scanners and stools are ongoing project to replace worn out/broken items. The easel and cart will be used in programming or in support of programming. Signage to reflect changes in the library and misc parts for computers, wifi system, and similar. Replacement parts (wireless cards, modems, surge protectors, mice, monitors, etc.) are needed each year as parts fail.</p>	1) Reading/Writing easel	327	2) 2 Barcode scanners	204	3) 3 Kick stools	163	4) Utility cart for programming	328	5) Interior signage	161	5) Replacement parts	159	<table border="0"> <tr> <td>1) Shelving, children's room</td> <td>1,135</td> </tr> <tr> <td>2) 2 Task chairs</td> <td>200</td> </tr> <tr> <td>3) Rolling picture book browser</td> <td>805</td> </tr> <tr> <td>4) Shelving backs, 50</td> <td>648</td> </tr> <tr> <td>5) Replacement parts</td> <td>159</td> </tr> </table> <p>Shelving will support growing boardbook collection. The browser replaces an inadequate one. The task chairs will replace existing, worn/damaged chairs. The shelving backs will keep books in better order. Replacement parts (wireless cards, modems, surge protectors, mice, monitors, etc.) are needed each year as parts fail.</p>	1) Shelving, children's room	1,135	2) 2 Task chairs	200	3) Rolling picture book browser	805	4) Shelving backs, 50	648	5) Replacement parts	159
1) Reading/Writing easel	327																									
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2) 2 Task chairs	200																									
3) Rolling picture book browser	805																									
4) Shelving backs, 50	648																									
5) Replacement parts	159																									
4608	Public Furniture & Equipment	6,578	This line supports the needs of the modern library user, emphasizing digital services and support. The contents of this line include:	This line supports the needs of the modern library user, emphasizing digital services and support. The contents of this line include:																						

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - LIBRARY - ADMINISTRATION

DEPT # - 70100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
			1) 7 Child Chairs for iPad table and AWE computer tables 385	1) 1 early childhood computer system, loaded with educational software and 3,200
			2) 4 Public use tables, main floor 3,068	2) 1 early elementary computer system, 3,200
			3) 4 Public use tables, Kelly Room 2,836	3) 3 computer tables, teen room 1,040
			4) Storage unit for puzzles, toys 289	4) 2 Public Access laptops 1,318
				5) Apple MacBook Pro 1,500
				6) WiFi enhancement equipment for public WiFi 1,440
				7) Misc cords, mice, parts, etc. 82
4885	Programming	7,000	Programming is a basic library service. Expenditures are completely offset by Fees & Charges income which is included on the Revenue side of the budget. Additional F&C funds have been added to offset the increase to this line. The income currently comes from : vending machine, copiers, printers, sale of non-resident cards, book sales, and miscellaneous charges.	Programming is a basic library service. Expenditures are completely offset by Fees & Charges income which is included on the Revenue side of the budget. The income currently comes from : vending machine, copiers, printers, sale of non-resident cards, book sales, and miscellaneous charges.

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 TRUSTEE RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
BUILDING								
70110 - 4201	MAINTENANCE SUPPLIES	3,228	4,016	4,432	4,016	4,016	4,016	4,016
70110 - 4418	RUBBISH REMOVAL	-	1	-	-	-	-	-
70110 - 4452	BUILDING MAINTENANCE	19,217	20,131	17,316	20,131	20,131	20,131	20,131
70110 - 4469	BUILDING IMPROVEMENTS	1,265	10,491	10,891	10,839	10,839	10,839	10,839
70110 - 4470	GENERAL LIABILITY	5,894	6,678	6,634	6,678	6,678	6,678	6,678
70110 - 4491	PROPERTY INSURANCE	7,104	7,599	7,607	7,599	7,599	7,599	7,599
70110 - 4495	HEAT	16,719	11,173	10,691	11,782	11,782	11,782	11,782
70110 - 4496	ELECTRICITY	28,756	25,556	23,662	28,402	28,402	28,402	28,402
70110 - 4497	OTHER UTILITIES	1,146	1,246	1,148	1,225	1,225	1,225	1,225
70110 - 4607	EQUIPMENT	-	638	-	1	1	1	1
SUBTOTAL		83,329	87,529	82,381	90,673	90,673	90,673	90,673
TOTAL-LIBRARY		1,379,680	1,451,723	1,415,104	1,489,820	1,516,692	1,516,204	1,516,204

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - LIBRARY - BUILDING

DEPT # - 70110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4201	Maintenance Supplies	4,016	Basic janitorial supplies such as cleaning supplies, toilet paper & paper towels for bathrooms, etc.	Basic janitorial supplies such as cleaning supplies, toilet paper & paper towels for bathrooms, etc.
4418	Rubbish Removal	-		Placeholder for line.
4452	Building Maintenance	20,131	1) HVAC contract 5,195 2) Fire and Security 610 3) Elevator contract 600 4) General repairs and maint. 13,726 This number includes grounds maintenance and the cost for work, expected and unexpected, to maintain a 40 yr old, heavily used facility.	1) HVAC contract 5,195 2) Fire and Security 610 3) Elevator contract 600 4) General repairs and maint. 13,752 This number includes grounds maintenance and the cost for work, expected and unexpected, to maintain a 40 yr old, heavily used facility.
4469	Building Improvements	10,839	1) New fixtures for handicapped bathrooms (2). Plumbing costs absorbed by maintenance line 1,021 2) Replace air conditioner as part of replacement plan for units 30+ years old 9,818	1) Upgrade power access in teen room, offset by reduction to 70100-4608 892 2) Install auto swing door operators, children's entrance. Completes all entrances 3,194 3) AC unit replacement 6,405
4470	General Liability	6,678	Liability Coverage as part of the Town policy	Liability Coverage as part of the Town policy
4491	Property Insurance	7,599	Property Coverage as part of the Town policy	Property Coverage as part of the Town policy
4495	Heat	11,782	Heating oil. Based on 3 year weighted average of oil used, with the estimated cost per gallon of \$2.29	Heating oil. Based on 3 year weighted average of oil used, with the estimated cost per gallon of \$2.29

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - LIBRARY - BUILDING

DEPT # - 70110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4496	Electricity	28,402	Based on a 3 yr weighted average, plus 25% increase on 25% of distribution rates	Based on estimate from supplier based on our KWH usage and negotiated rates
4497	Other Utilities	1,225	Town water and sewer based on 3 year weighted average of usage.	Town water and sewer based on 3 year weighted average of usage.
4607	Equipment	1		1) Air compressor 199 2) Pressure Washer 400 3) Battery charger 39

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
COMMUNITY CONTRIBUTIONS								
70200 - 4913	SALEM VETERANS' ASSOCIATION	5,000	5,000	5,000	5,000	5,000	5,000	5,000
70200 - 4914	HOLIDAY CELEBRATIONS	5,207	5,000	-	5,300	5,300	5,300	5,300
70200 - 4915	INDEPENDENCE DAY	16,937	16,975	18,797	18,394	18,394	18,394	18,394
	TOTAL	27,145	26,975	23,797	28,694	28,694	28,694	28,694

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - COMMUNITY CONTRIBUTIONS

DEPT # - 70200

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4913	Salem Veterans' Association	5,000	Salem Veterans' Association annual programs Engraving of additional names	Salem Veterans' Association annual programs Engraving of additional names
4914	Holiday Celebrations	5,300	Salem Holiday Parade Police Details (Based on 2015 actual cost)	Salem Holiday Parade Police Details (Approx 105 hours based on 2014)
4915	Independence Day	18,394	Fireworks display School custodian Police Detail Fire Detail Entertainment	Fireworks display School custodian Police Detail Fire Detail Entertainment
			10,000 690 6,006 * 1,348 * 350	10,000 690 4,802 * 1,133 * 350

*Offsetting revenue from detail funds, estimated \$13,747 in 2017 and \$10,935 in 2016

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
<i>CAPITAL IMPROVEMENTS</i>								
80100 - 4616	COMMUNICATIONS EQUIPMENT	-	-	-	282,879	282,879	282,879	282,879
80100 - 4624	BRIDGE / CULVERT RECONSTRUCTION	-	250,000	262,746	-	-	-	-
80100 - 4719	LEASE/PURCHASE	182,907	624,317	433,302	591,609	756,322	756,322	756,322
80100 - 4727	FIRE DEPARTMENT VEHICLES	313,414	395,000	540,255	486,947	-	-	-
80100 - 4729	PW-EQUIPMENT REPLACEMENT	227,551	231,500	228,156	427,767	-	-	-
80100 - 4823	FIRE FACILITIES	-	-	-	300,000	-	-	-
80100 - 4896	PC TECHNOLOGY UPGRADE	94,925	49,464	49,464	-	-	-	-
	TOTAL	818,798	1,550,281	1,513,923	2,089,202	1,039,201	1,039,201	1,039,201

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - CAPITAL

DEPT # - 80100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016	
4616	Communications Equipment-Fire Dept.	282,879	Replace all Fire Department fixed base station radios and associated equipment. All equipment is over 13 years old and is no longer supported by the manufacturer. Replace 16 portable radios for front line officers. These radios are no longer supported by the manufacturer. Year 1 of a 2 year project	216,959 65,920	
4624	Bridge/Culvert Reconstruction			Culvert repair Rte 28, 438 S Broadway \$100,000 revenue offset GF 1-3780, transfer from Roadway Capital Reserve	250,000
4719	Lease/Purchase	756,322	See lease schedule for existing lease agreements New leases for Fire and MS-DPW Equipment detailed below	See lease schedule for existing lease agreements Mobile Data Terminals-estimate, to be leased in 2015 Police Cruisers (estimate 540,797 purchase) (3 Years) BH-38 Super L backhoe (estimate 101,800 purchase) (3 Years) Fire Engine (estimate 663,180 purchase) (2 Years)	33,198 28,096 185,259 35,492 342,272

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - CAPITAL

DEPT # - 80100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4727	Fire Department Vehicles	0	1 Medium-duty, Horton Ambulance with International Chassis and all equipment including: Stretcher, Stair Chair, Lettering, Radio & Knox Box installation	1 Medium-duty, Horton Ambulance with International Chassis and all equipment including: Stretcher, Stair Chair, Lettering, Radio & Knox Box installation
			288,422	280,000
			Ford Interceptor-staff vehicle (replaces a 2005 Crown Vic) with lighting, lettering, Knox box, and 2 Dual head, dual band mobile radios	Ford Interceptor-staff vehicle (replaces a 2004 Chevy Tahoe) with lighting, lettering, and Knox box
			53,848	35,000
			Chevy Tahoe 4WD with Medical Equipment storage (replaces a 2009 Chevy Tahoe) with lighting, lettering, mobile radio, and Knox box.	Chevy Suburban 4WD with command module & Equipment storage (replaces a 2009 Chevy Tahoe) with lighting, lettering, and Knox box (deferred in 2014 & 2015)
			63,988	80,000
			Chevy 3500 Stake Body and Plow with 300 gallon water and foam tank with pump and reels. Includes mobile radio, emergency lighting, and tool boxes for equipment storage. (replaces a 1984 Chevy 1 ton)	
			80,689	
4729	DPW Equipment Replacement	-	Loader replacement	D-82 Ford F450 1 ton dump truck
			195,000	55,000
			Large dump truck	D-14 Freightliner M2 dump truck
			180,550	176,500
			Utility 4X4	
			52,217	
			Sidewalk tractor (135,700-deferred)	
			0	

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - CAPITAL

DEPT # - 80100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4823	Fire Facilities	0	Design and construct a 48 x 72 steel frame building for the purpose of storage of 2 emergency response trailers, fire department equipment, and town records. Use public safety impact fees (120,000 in GF 1-3670) and offsetting revenue by selling 115 East Broadway (100,000 in GF 1-3710).	
4896	PC Technology Upgrade	0	Town Hall phone redundancy and sustainability	0 Police network cabling 49,464

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
WARRANT ARTICLES								
90110 - 4452	BUILDING MAINTENANCE		-	-		13,500	13,500	13,500
90110 - 4710	LAND ACQUISITION		-	-	-	3,127,150	3,127,150	3,127,150
90110 - 4771	ROAD IMPROVEMENTS		1	-	-	-	-	-
90110 - 4809	EXP TRUST FUND-EMP SEP-KELLEY LIE	10,000	15,000	15,000	-	-	-	-
90110 - 4811	CHILD AND FAMILY SERVICES	3,500	3,500	3,500	-	-	-	-
90110 - 4812	UPPER ROOM	10,000	-	-	-	-	-	-
90110 - 4813	FAMILY PROMISE	5,000	-	-	-	-	-	-
90110 - 4814	BOYS AND GIRLS CLUB	12,500	-	-	-	-	-	-
90110 - 4906	SALEM FAMILY RESOURCES-SUCCESS	5,000	-	-	-	-	-	-
90110 - 4912	CAPITAL RESERVE-ROADS	4,615,000	4,757,604	4,757,604	-	3,785,332	3,785,332	3,785,332
90110 - 4920	ROCKINGHAM COMMUNITY ACTION	-	15,000	15,000	-	15,000	15,000	15,000
90110 - 4967	SNOW MANAGEMENT TRUST FUND	500,000	250,000	250,000	-	45,342	45,342	45,342
90110 - 9990	OPERATING TRANSFER	-	-	112,131	-	-	-	-
	TOTAL	5,161,000	5,041,105	5,153,235	-	6,986,324	6,986,324	6,986,324

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - SEPARATE WARRANT ARTICLES

DEPT # - 90110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4452	Building Maintenance	13,500	For painting the exterior of the Kelley Library	
4710	Land Acquisition	3,127,150	Depot Intersection Land Acquisition-Bond	
4771	Road Improvements	0		Reconstruction and Repair of Garabedian Drive 1
4809	Expendable Trust Fund - Employee Separation-Kelley Library	0		To be placed in the Kelley Library Employment Separation Expendable Trust Fund for the purpose of funding the buy-out of Library employee benefits upon separation of employment.
4811	Child and Family Services	0		Outside agency funding 3,500
4912	Capital Reserve - Roads	3,785,332	Road Construction and Engineering Program	Road Construction and Engineering Program
4920	Rockingham Community /	15,000	Outside agency funding	Outside agency funding
4967	Snow Management Trust Fund	45,342	To be placed in the Snow Expendable Trust Fund	To be placed in the Snow Expendable Trust Fund

2017 BUDGET

DEPT.	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
SEWER FUND SUMMARY							
ADMINISTRATION	2,187,345	2,141,779	2,265,048	2,571,958	2,593,544	2,593,494	2,593,494
DEBT SERVICES	409,418	426,249	425,216	433,671	433,671	433,671	433,671
CAPITAL PROJECTS	-	-	-	320,000	320,000	320,000	320,000
WARRANT ARTICLES	961,105	-	287,600	-	-	-	-
<hr/>							
TOTAL - SEWER FUND	3,557,868	2,568,028	2,977,864	3,325,629	3,347,215	3,347,165	3,347,165

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
SEWER-ADMINISTRATION								
28100 - 4090	REGULAR PAY	88,907	96,196	70,579	101,581	101,581	101,581	101,581
28100 - 4092	TEMPORARY PAY	2,610	509	6,545	1,000	1,000	1,000	1,000
28100 - 4098	OVERTIME PAY	2,845	15,421	20,050	9,186	9,186	9,186	9,186
28100 - 4112	STAND-BY PAY	-	3,475	2,376	3,547	3,547	3,547	3,547
28100 - 4170	RETIREMENT	12,004	12,857	12,011	12,889	12,889	12,889	12,889
28100 - 4171	DISABILITY INSURANCE	818	858	604	927	927	927	927
28100 - 4172	WORKERS' COMPENSATION	3,018	3,419	3,419	3,491	3,491	3,491	3,491
28100 - 4174	FICA-SOCIAL SECURITY	7,752	9,178	6,942	8,822	8,822	8,822	8,822
28100 - 4176	HEALTH INSURANCE	51,961	52,820	41,136	65,788	65,681	65,681	65,681
28100 - 4177	UNEMPLOYMENT COMPENSATION	196	181	91	189	189	139	139
28100 - 4178	LIFE INSURANCE	312	333	233	356	356	356	356
28100 - 4179	DENTAL INSURANCE	1,496	2,007	1,201	1,949	1,930	1,930	1,930
28100 - 4182	CLOTHING ALLOWANCE	1,089	1,280	860	1,362	1,362	1,362	1,362
28100 - 4200	OFFICE SUPPLIES	186	50	416	100	100	100	100
28100 - 4235	SMALL TOOLS & EQUIP.	265	709	967	709	709	709	709
28100 - 4237	GAS & OIL	3,418	2,259	2,516	2,505	2,505	2,505	2,505
28100 - 4249	RESURFACING	7,790	-	-	-	-	-	-
28100 - 4262	SAFETY	35	230	74	230	230	230	230
28100 - 4399	LEGAL SERVICES	-	2,900	313	2,500	2,500	2,500	2,500

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
28100 - 4400	CONTRACTED SERVICES	420,880	491,845	453,436	780,775	780,775	780,775	780,775
28100 - 4404	AUDIT	2,512	2,545	2,545	2,602	2,602	2,602	2,602
28100 - 4406	PRINTING & BINDING	1,754	1,677	1,730	1,574	1,574	1,574	1,574
28100 - 4423	MEDICAL EXAMINATIONS	149	82	80	82	82	82	82
28100 - 4450	TELEPHONE	1,401	1,584	1,490	1,728	1,728	1,728	1,728
28100 - 4451	POSTAGE	6,154	5,848	6,197	6,110	6,110	6,110	6,110
28100 - 4453	MEETINGS & TRAINING	280	500	4,950	500	500	500	500
28100 - 4456	RADIO MAINTENANCE	59	63	2,318	63	63	63	63
28100 - 4458	VEHICLE MAINTENANCE	125	225	-	150	150	150	150
28100 - 4459	EQUIPMENT MAINTENANCE	4,842	1,400	1,743	2,000	2,000	2,000	2,000
28100 - 4470	GENERAL LIABILITY	12,697	16,154	13,813	12,717	12,717	12,717	12,717
28100 - 4475	FLEET INSURANCE	1,444	1,495	1,509	1,660	1,660	1,660	1,660
28100 - 4484	METERS/REPLACEMENT	157,821	-	-	-	-	-	-
28100 - 4488	ADMIN. SERVICE CHARGE	121,500	121,500	121,500	145,799	167,511	167,511	167,511
28100 - 4491	PROPERTY INSURANCE	5,166	4,589	4,747	5,333	5,333	5,333	5,333
28100 - 4496	ELECTRICITY	31,121	24,717	26,358	30,387	30,387	30,387	30,387
28100 - 4497	OTHER UTILITIES	11,347	7,960	14,682	9,000	9,000	9,000	9,000
28100 - 4587	RECORDING FEES	224	150	317	150	150	150	150
28100 - 4615	SEWER EQUIPMENT	-	9,000	5,520	9,000	9,000	9,000	9,000
28100 - 4646	GLSD OPERATING COSTS	1,223,166	1,245,763	1,270,357	1,345,197	1,345,197	1,345,197	1,345,197

TOWN OF SALEM, NH

FY 17 BUDGET

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
28100 - 9990	OPERATING TRANSFER	-	-	161,420	-	-	-	-
	SUBTOTAL	2,187,345	2,141,779	2,265,048	2,571,958	2,593,544	2,593,494	2,593,494

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
SEWER ADMINISTRATION - 28100			
4090	WORKING FOREMAN	0	57,637
	LIGHT EQUIP. OPERATOR	0	43,944
			----- 101,581

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	1,000	Police details 3 yr wgt'd avg. (1,926)	Police details 3 yr wgt'd avg. (462)
4098	Overtime Pay	9,186	For overtime calls and emergency work on the sewer system. 3 yr wgt'd avg. (5,567) Includes COLA effective 4/1/17	For overtime calls and emergency work on the sewer system. 3 yr wgt'd avg. (9,500)
4112	Stand-By Pay	3,547	1 person @ 1 hr pay for weekdays and 1.5 hr pay for weekends and holidays. (1/3 of cost-shared with Water Fund) 3 yr wgt'd avg. (505) (2016 low because of staffing) Includes COLA effective 4/1/17	1 person @ 1 hr pay for weekdays and 1.5 hr pay for weekends and holidays. (1/3 of cost-shared with Water Fund) 3 yr wgt'd avg. (1,099) (2015 low because of staffing)
4182	Clothing Allowance	1,362	Per Public Works contract, 2 employees	Per Public Works contract, 2 employees
4200	Office Supplies	100	Copy paper, pens, and other expendables.	Copy paper, pens, and other expendables.
4235	Small Tools & Equipment	709	Ladders, shovels, pumps, hoses, dye tablets, etc. 3 yr wgt'd avg. (507)	Ladders, shovels, pumps, hoses, dye tablets, etc. 3 yr wgt'd avg. (935)
4237	Gas & Oil	2,505	For vehicles, mowers and minor equipment. 1,089 gallons @ \$2.30/gal 3 yr wgt'd avg. (3,301)	For vehicles, mowers and minor equipment. 982 gallons @ \$2.30/gal 3 yr wgt'd avg. (3,007)
4249	Resurfacing	-	Cost of asphalt to pave after excavations and emergency repairs. 3 yr wgt'd avg. (5,193)	Cost of asphalt to pave after excavations and emergency repairs. 3 yr wgt'd avg. (0)

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4262	Safety	230	Hard Hats and safety vests traffic cones/barricades Special equipment needed for handling of wastewater and confined space entry. 3 yr wgt'd avg. (107)	Hard Hats and safety vests traffic cones/barricades Special equipment needed for handling of wastewater and confined space entry. 3 yr wgt'd avg. (230)
4399	Legal Services	2,500	Outside legal services 3 yr wgt'd avg. (1,447)	Outside legal services 3 yr wgt'd avg. (4,251)
4400	Contracted Services	780,775	Annual Preventative Maintenance 9,560 contract for sewer lift stations Sewer lift station pumps (10) Preventive 12,000 maintenance Pump station wet well cleaning 7,000 P.S. Mission controllers maint 500 Video inspection-sewer mains 4,000 Manhole reconstruction 14,000 Emergency repairs to sewer system and 18,000 pumping stations Lift stations generator PM 2,280 Mission Controllers R/F for 10 sewer lift 4,500 stations \$450 ea Balance of Remediation/Demolition of 699,778 Former Waste Water Treatment Plant Meter reading equipment: Maintenance contract (37%) 1,470 Software maintenance (37%) 1,018 Rotating assembly 6,544	Annual Preventative Maintenance 9,560 contract for sewer lift stations Sewer lift station pumps (10) Preventive 12,000 maintenance Pump station wet well cleaning 7,000 P.S. Mission controllers maint 500 Video inspection-sewer mains 4,000 Manhole reconstruction 14,000 Emergency repairs to sewer system and 18,000 pumping stations Lift stations generator PM 2,280 Mission Controllers R/F for 10 sewer lift 4,500 stations \$450 ea Remediation at Former Waste Water 347,000 Treatment Plant Demo Bid Spec for WWTP building demo 60,000 Meter reading equipment: Maintenance contract (37%) 1,470 Software maintenance (37%) 1,018 Copper Beech PS roof repair 2,600

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
				Repace doors Commercial Dr and Freedom Drive PS (2) 7,792
			Fire Extinguisher Inspection 125	Fire Extinguisher Insp 125
4404	Audit	2,602	Annual audit	Annual audit
4406	Printing & Binding	1,574	Sewer billing 1,332	Sewer billing 1,341
			Delinquent notices (N11Z) 74	Delinquent notices (N11Z) 25
			Cert. mail cards 168	Cert. mail cards 311
			3 yr wgt'd avg. (1,473)	3 yr wgt'd avg. (1,203)
4423	Medical Exams	82	Required random drug and alcohol exams and physicals 3 yr wgt'd avg. (143)	Required random drug and alcohol exams and physicals 3 yr wgt'd avg. (82)
4450	Telephone	1,728	Cell phone (1) 468	Cell phone (1) 444
			Meter towers 37/63 split 1,260	Meter towers 37/63 split 1,140
4451	Postage	6,110	Postage for monthly and quarterly billings and delinquency notices 5,990	Postage for monthly and quarterly billings and delinquency notices 5,735
			Postage for Betterment & DBA billings 120	Postage for Betterment & DBA billings 113
			S/W 37-63% split	S/W 37-63% split
			3 yr wgt'd avg. (6,110)	3 yr wgt'd avg. (6,088)
4453	Meetings & Training	500	Sewer operations training	Sewer operations training
4456	Radio Maintenance	63	Radio repair and pager rental 3 yr wgt'd avg. (159)	Radio repair and pager rental 3 yr wgt'd avg. (366)

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4458	Vehicle Maintenance	150	Normal maintenance and inspection of pickup with plow P77-2012 Ford F350 3 yr wgted avg. (276)	Normal maintenance and inspection of pickup with plow P77-2012 Ford F350 3 yr wgted avg. (757)
4459	Equipment Maintenance	2,000	Replacement parts for equipment at lift stations. Maintain generators, breathing and ventilation equipment, propane for backup generators. 3 yr. avg. (3,793)	Replacement parts for equipment at lift stations. Maintain generators, breathing and ventilation equipment, propane for backup generators. 3 yr. avg. (2,157)
4470	General Liability	12,717	Liability coverage (rate based on percentage of overall expenditures) (estimated 9% increase 7/1/17)	Liability coverage (rate based on percentage of overall expenditures) (estimated 9% increase 7/1/16)
4475	Fleet Insurance	1,660	Coverage for sewer vehicles (estimated 9% increase 7/1/17)	Coverage for sewer vehicles (estimated 9% increase 7/1/16)
4488	Administrative Service Charge	167,511	Administrative charge for services provided by General Fund (purchasing, payroll, billing, accounts payable, IT, personnel, collections, DPW)	Administrative charge for services provided by General Fund (purchasing, payroll, billing, accounts payable, IT, personnel, collections, DPW)
4491	Property Insurance	5,333	Coverage for building and contents, plus lift stations and former treatment plant. (estimated 9% increase 7/1/17)	Coverage for building and contents, plus lift stations and former treatment plant. (estimated 9% increase 7/1/16)
4496	Electricity	30,387	Electricity to operate lift stations and meter stations. Based on 3 year weighted average, plus estimated increase from provider	Electricity to operate lift stations and meter stations. Based on estimate from supplier

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - SEWER - ADMINISTRATION

DEPT # - 28100

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4497	Other Utilities	9,000	Water service at South Policy lift station Annual backflow test Silverbrook Development charges Methuen – offsetting revenue 3 yr wgted avg. (10,189)	Water service at South Policy lift station Annual backflow test Silverbrook Development charges Methuen – offsetting revenue 3 yr wgted avg. (7,960)
			99	99
			40	40
			8,861	7,821
4587	Recording Fees	150	Charges for recording Demand and Benefit Assessment liens with Registry of Deeds. 3 yr wgted avg. (194)	Charges for recording Demand and Benefit Assessment liens with Registry of Deeds. 3 yr wgted avg. (135)
4615	Sewer Equipment	9,000	Fittings & adapters Manhole rims, covers, raisers 3 yr wgted avg. (1,309)	Fittings & adapters Manhole rims, covers, raisers 3 yr wgted avg. (7,635)
			1,000	1,000
			8,000	8,000
4646	GLSD Operating Cost	1,345,197	01/01 - 06/30 (fixed) 07/01 - 12/31 (estimate)	01/01 - 06/30 (fixed) 07/01 - 12/31 (estimate)
			659,410	610,947
			685,787	634,816

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
SEWER-DEBT SERVICES								
28110 - 4500	GLSD-DEBT	343,538	359,469	358,436	366,171	366,171	366,171	366,171
28110 - 4557	SEWER #11-PRINCIPAL '98	54,000	57,600	57,600	61,200	61,200	61,200	61,200
28110 - 4567	SEWER #11-INTEREST '98	11,880	9,180	9,180	6,300	6,300	6,300	6,300
	SUBTOTAL	409,418	426,249	425,216	433,671	433,671	433,671	433,671

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - SEWER - DEBT

DEPT # - 28110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4500	GLSD Debt	366,171	01/01 - 06/30 (fixed)	01/01 - 06/30 (fixed)
			07/01 - 12/31 (estimate)	07/01 - 12/31 (estimate)
				177,611
				181,858
4557	Sewer # 11 - Principal	61,200	Bond Issue 1998	Bond Issue 1998
			Final Payment 2018	Final Payment 2018
4567	Sewer # 11 - Interest	6,300	2017 Interest	2016 Interest

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
SEWER-CAPITAL PROJECTS								
28120 - 4765	IMPROVEMENTS		-	-	320,000	320,000	320,000	320,000
	SUBTOTAL	-	-	-	320,000	320,000	320,000	320,000

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - SEWER - CAPITAL PROJECTS

DEPT # - 28120

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4765	Improvements	320,000	CCTV Pump Commercial Drive Generator	200,000 50,000 70,000

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
SEWER-WARRANT ARTICLES								
28130 - 4402	SEWER ENGINEERING	141,765	-	287,600	-	-	-	-
28130 - 4765	SEWER IMPROVEMENTS	819,340	-	-	-	-	-	-
	SUBTOTAL	961,105	-	287,600	-	-	-	-
	GRAND TOTAL-SEWER	3,557,868	2,568,028	2,977,864	3,325,629	3,347,215	3,347,165	3,347,165

2017 BUDGET

DEPT.	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
<i>WATER FUND SUMMARY</i>							
ADMINISTRATION	1,397,983	1,339,566	1,344,142	1,446,314	1,472,128	1,471,855	1,471,855
OPERATIONAL	919,957	707,164	676,300	696,204	696,204	696,204	696,204
BUILDINGS	111,480	66,934	68,109	99,449	77,765	77,765	77,765
DEBT SERVICES	660,503	797,652	797,652	539,758	539,758	539,758	539,758
CAPITAL PROJECTS	464,442	473,796	697,914	595,200	295,200	295,200	295,200
WARRANT ARTICLES	2,046,507	1,670,000	1,811,800	-	60,000	60,000	60,000
<hr/>							
TOTAL - WATER FUND	5,600,872	5,055,112	5,395,916	3,376,925	3,141,055	3,140,782	3,140,782

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
WATER-ADMINISTRATION								
38100 - 4090	REGULAR PAY	542,102	560,352	528,234	571,964	575,218	575,218	575,218
38100 - 4092	TEMPORARY PAY	25,708	17,269	20,400	19,000	19,000	19,000	19,000
38100 - 4098	OVERTIME PAY	81,454	71,444	70,668	72,918	72,918	72,918	72,918
38100 - 4109	EMPLOYEE RETIREMENT BENEFIT	1,000	-	14,645	-	-	-	-
38100 - 4112	STAND-BY PAY	7,317	7,570	8,101	7,726	7,726	7,726	7,726
38100 - 4170	RETIREMENT	74,150	71,460	71,198	73,582	73,838	73,838	73,838
38100 - 4171	DISABILITY INSURANCE	4,729	4,779	4,574	4,959	4,970	4,970	4,970
38100 - 4172	WORKERS' COMPENSATION	16,449	19,080	19,080	20,132	20,132	20,132	20,132
38100 - 4174	FICA-SOCIAL SECURITY	47,671	50,232	47,088	51,379	51,552	51,552	51,552
38100 - 4176	HEALTH INSURANCE	209,125	201,204	197,149	246,733	246,335	246,335	246,335
38100 - 4177	UNEMPLOYMENT COMPENSATION	1,116	998	1,054	1,034	1,034	761	761
38100 - 4178	LIFE INSURANCE	2,003	2,023	1,934	2,084	2,084	2,084	2,084
38100 - 4179	DENTAL INSURANCE	7,880	8,294	7,533	8,374	8,294	8,294	8,294
38100 - 4182	CLOTHING ALLOWANCE	5,344	5,520	5,404	6,030	6,030	6,030	6,030
38100 - 4200	OFFICE SUPPLIES	231	800	505	800	800	800	800
38100 - 4399	LEGAL SERVICES	1,799	600	1,048	600	600	600	600
38100 - 4404	AUDIT	2,512	2,545	2,545	2,602	2,602	2,602	2,602
38100 - 4405	MEMBERSHIPS & PUBLICATIONS	2,383	3,513	822	3,513	3,513	3,513	3,513
38100 - 4406	PRINTING & BINDING	6,151	5,411	7,752	6,233	6,233	6,233	6,233

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
38100 - 4423	MEDICAL EXAMINATIONS	539	1,150	413	1,150	1,150	1,150	1,150
38100 - 4437	FOOD	2,770	2,000	1,850	2,400	2,400	2,400	2,400
38100 - 4440	EQUIPMENT RENTAL	57,245	14,500	25,710	30,000	30,000	30,000	30,000
38100 - 4450	TELEPHONE	17,681	14,703	27,183	29,487	29,487	29,487	29,487
38100 - 4451	POSTAGE	39,495	29,545	29,691	32,847	32,847	32,847	32,847
38100 - 4453	MEETINGS & TRAINING	2,345	2,500	11,230	2,500	2,500	2,500	2,500
38100 - 4456	RADIO MAINTENANCE	238	145	2,173	145	145	145	145
38100 - 4458	VEHICLE MAINTENANCE	9,230	8,500	1,816	8,500	8,500	8,500	8,500
38100 - 4470	GENERAL LIABILITY	22,083	25,231	24,049	25,033	25,033	25,033	25,033
38100 - 4475	FLEET INSURANCE	4,090	4,483	4,527	4,979	4,979	4,979	4,979
38100 - 4488	ADMIN. SERVICE CHARGE	186,000	186,000	186,000	187,879	210,477	210,477	210,477
38100 - 4491	PROPERTY INSURANCE	16,921	17,465	18,562	21,331	21,331	21,331	21,331
38100 - 4587	RECORDING FEES	224	150	317	150	150	150	150
38100 - 4600	OFFICE FURNITURE & EQUIPMENT	-	100	887	250	250	250	250
	SUBTOTAL	1,397,983	1,339,566	1,344,142	1,446,314	1,472,128	1,471,855	1,471,855

2017 PERSONNEL WORKSHEET

ACCOUNT	TITLE	NET CHANGE	2017 SALARY
WATER ADMINISTRATION - 38100			
4090	UTILITIES MANAGER (INCLUDES CERTIFICATION STIPEND)	0	100,382
	CHEMIST	0	78,821
	WORKING FOREMAN (2)	0	115,274
	HEAVY EQUIPMENT OPERATOR (4)	0	191,919
	LIGHT EQUIP. OPERATOR (2)	0	88,822

			575,218

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - WATER - ADMINISTRATION

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4092	Temporary Pay	19,000	2 employees @ \$13 an hour for 11 weeks for seasonal projects. Police details 3 yr wgted avg. (22,628)	2 employees @ \$9 an hour for 11 weeks for seasonal projects. Police details 3 yr wgted avg. (15,235)
			11,440	7,920
			7,560	9,349
4098	Overtime Pay	72,918	Overtime for water breaks, pumping systems, telemetry alarms, and weekend system checks and other work conducted outside of normal business hours. 3 yr wgted avg. (80,424) Includes COLA effective 4/1/17	Overtime for water breaks, pumping systems, telemetry alarms, and weekend system checks and other work conducted outside of normal business hours. 3 yr wgted avg. (84,723)
4112	Stand-By Pay	7,726	1 person @ 1 hr pay for weekdays and 1.5 hr pay for weekends and holidays. (2/3 of cost-shared with Sewer Fund) 3 yr wgted avg. (7,655) Includes COLA effective 4/1/17	1 person @ 1 hr pay for weekdays and 1.5 hr pay for weekends and holidays. (2/3 of cost-shared with Sewer Fund) 3 yr wgted avg. (8,796)
4182	Clothing Allowance	6,030	Per Public Works contract, 8 employees + 2 employees-boot allowance only	Per Public Works contract, 8 employees +2 employees-boot allowance only
4200	Office Supplies	800	General office supplies. 3 yr wgted avg. (440)	General office supplies. 3 yr wgted avg. (600)
4399	Legal Services	600	Outside legal services. 3 yr wgted avg. (1,514)	Outside legal services. 3 yr wgted avg. (617)
4404	Audit	2,602	Annual audit.	Annual audit.

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - WATER - ADMINISTRATION

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4405	Memberships & Publications	3,513	State Certification renewals: Treatment & Distribution 900 Individual Memberships: American Backflow Prevention Assn (APBA) (1) 77 American Water Works Association (AWWA) (2) 208 Utility Memberships: NEWWA 415 NH DES 200 Lab Assn of NH 100 Foundation for Cross Contam. 287 Publications: AWWA standards 300 Backflow Prevention license (3) 126 NHWWA Leg. Services 900	State Certification renewals: Treatment & Distribution 900 Individual Memberships: American Backflow Prevention Assn (APBA) (1) 77 American Water Works Association (AWWA) (2) 208 Utility Memberships: NEWWA 415 NH DES 200 Lab Assn of NH 100 Foundation for Cross Contam. 287 Publications: AWWA standards 300 Backflow Prevention license (3) 126 NHWWA Leg. Services 900
4406	Printing & Binding	6,233	Water billing 37/63% split S/W 2,268 Meter cards 265 Invoices 337 Delinquent notices (N11Z) 126 Cert. mail cards 282 Consumer Confidence Report 1,502 CCR-Data processing/labels 630 Public notices 823	Water billing 37/63% split S/W 2,283 Meter cards 265 Invoices 337 Delinquent notices (N11Z) 42 Cert. mail cards 529 Consumer Confidence Report 1,280 CCR-Data processing/labels 625 Public notices 50
4423	Medical Exams	1,150	Required random drug and alcohol exams and physicals. 3 yr wgted avg. (721)	Required random drug and alcohol exams and physicals. 3 yr wgted avg. (808)

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - WATER - ADMINISTRATION

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4437	Food	2,400	Meal allowance is \$10 per 4 hr OT as defined in the union contract 3 yr wgted avg. (2,618)	Meal allowance is \$10 per 4 hr OT as defined in the union contract 3 yr wgted avg. (2,318)
4440	Equipment Rental	30,000	Rental of heavy excavation equipment and special tools as needed for main breaks and other distribution system repairs as needed. Mill/Fill Old trenches 3 yr wgted avg. (48,050)	Rental of heavy excavation equipment and special tools as needed for main breaks and other distribution system repairs as needed. 3 yr wgted avg. (34,946)
4450	Telephone	29,847	Telephone/Fax/circuits Cell phones (3) Meter towers 63/37 split High speed fiber-Comcast 3 yr wgted avg. (15,381)	Telephone/Fax/circuits Cell phones (3) Meter towers 63/37 split High speed fiber-Comcast (new-9 mos) 3 yr wgted avg. (11,767)
4451	Postage	32,847	Postage for monthly and quarterly billings and delinquency notices Postage for Betterment & DBA billings S/W 37-63% split Violations notices, backflow letters, annual water quality report to users etc. Certified shut off letters (Offsetting revenue-cost passed on to customers)	Postage for monthly and quarterly billings and delinquency notices Postage for Betterment & DBA billings S/W 37-63% split Violations notices, backflow letters, annual water quality report to users etc. Certified shut off letters (Offsetting revenue-cost passed on to customers)
4453	Meetings & Training	2,500	Water treatment training	Water treatment training

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - WATER - ADMINISTRATION

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
			Water distribution training 1,100	Water distribution training 1,100
			Safety training programs 300	Safety training programs 300
4456	Radio Maintenance	145	Repairs to portable radios 25	Repairs to portable radios 25
			Pager fees (3) 120	Pager fees (3) 120
			3 yr wgt'd avg. (392)	3 yr wgt'd avg. (697)
4458	Vehicle Maintenance	8,500	Scheduled and emergency repairs to 1 backhoe, 1 compressor, 5 utility trucks, and 3 compact pick-ups & 6-wheel dump truck. 3 yr wgt'd avg. (8,995)	Scheduled and emergency repairs to 1 backhoe, 1 compressor, 5 utility trucks, and 3 compact pick-ups & 6-wheel dump truck. 3 yr wgt'd avg. (8,777)
4470	General Liability	25,033	Liability coverage (rate based on percentage of overall expenditures) (estimated 9% increase 7/1/17)	Liability coverage (rate based on percentage of overall expenditures) (estimated 9% increase 7/1/16)
4475	Fleet Insurance	4,979	Coverage for water vehicles (estimated 9% increase 7/1/17)	Coverage for water vehicles (estimated 9% increase 7/1/16)
4488	Administration Service Charge	210,477	Administrative charge for services provided by General Fund (purchasing, payroll, billing, accounts payable, IT, personnel, collections, DPW).	Administrative charge for services provided by General Fund (purchasing, payroll, billing, accounts payable, IT, personnel, collections, DPW).
4491	Property Insurance	21,331	Coverage for building and contents, plus pumping stations and 3 water towers and Dams. (estimated 9% increase 7/1/17)	Coverage for building and contents, plus pumping stations and 3 water towers and Dams. (estimated 9% increase 7/1/16)

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - WATER - ADMINISTRATION

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4587	Recording Fees	150	Charges for recording Demand and Benefit Assessment liens with Registry of Deeds. 3 yr wgted avg. (199)	Charges for recording Demand and Benefit Assessment liens with Registry of Deeds. 3 yr wgted avg. (160)
4600	Office Furniture & Equip	250	Replacement office equipment. 3 yr wgted avg. (89)	Replacement office equipment. 3 yr wgted avg. (313)

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
WATER-OPERATIONS								
38110 - 4235	SMALL TOOLS & EQUIP.	11,194	9,000	9,040	9,000	9,000	9,000	9,000
38110 - 4237	GAS & OIL	25,438	18,006	19,955	18,854	18,854	18,854	18,854
38110 - 4244	GRAVEL/SAND	7,630	4,500	1,101	4,500	4,500	4,500	4,500
38110 - 4249	RESURFACING	52,003	10,000	21,723	25,000	25,000	25,000	25,000
38110 - 4255	CHEMICALS	65,067	65,000	59,396	65,000	65,000	65,000	65,000
38110 - 4256	TUBING & PARTS	15,301	22,000	28,089	20,000	20,000	20,000	20,000
38110 - 4262	SAFETY	651	750	882	750	750	750	750
38110 - 4400	CONTRACTED SERVICES	86,393	211,281	177,665	123,655	123,655	123,655	123,655
38110 - 4481	WATER SAMPLES/LAB EXPENSES	47,120	49,792	45,975	60,961	60,961	60,961	60,961
38110 - 4482	PURCHASE OF WATER	-	1,000	-	1,000	1,000	1,000	1,000
38110 - 4484	METERS/REPLACEMENT	265,678	-	-	-	-	-	-
38110 - 4485	HYDRANTS	6,889	14,700	13,976	14,700	14,700	14,700	14,700
38110 - 4489	PIPE REPLACEMENT	22,323	15,500	11,753	15,500	15,500	15,500	15,500
38110 - 4496	ELECTRICITY	232,410	217,185	186,302	219,797	219,797	219,797	219,797
38110 - 4497	OTHER UTILITIES	81,011	66,610	98,870	93,037	93,037	93,037	93,037
38110 - 4610	WATER-EQUIPMENT	849	1,840	1,572	24,450	24,450	24,450	24,450
	SUBTOTAL	919,957	707,164	676,300	696,204	696,204	696,204	696,204

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - WATER - OPERATIONS

DEPT # - 38110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4235	Small Tools & Equipment	9,000	Tools & minor equipment and expendable supplies for water distribution and treatment. 3 yr wgt'd avg. (10,855)	Tools & minor equipment and expendable supplies for water distribution and treatment. 3 yr wgt'd avg. (9,590)
4237	Gas & Diesel	18,854	For vehicles, mowers and minor equipment 7,201 gal. gas @ \$2.30 16,562 967 gal diesel @ \$2.37 2,292	For vehicles, mowers and minor equipment 6,854 gal. gas @ \$2.30 15,764 946 gal diesel @ \$2.37 2,242
4244	Gravel/Sand	4,500	Gravel, Sand and other aggregate materials. Used to backfill after excavations, for pipe bedding after installation & repairs, and loam & seed for lawn damage from main breaks. 3 yr wgt'd avg. (6,942)	Gravel, Sand and other aggregate materials. Used to backfill after excavations, for pipe bedding after installation & repairs, and loam & seed for lawn damage from main breaks. 3 yr wgt'd avg. (5,946)
4249	Resurfacing	25,000	Cost of hot bituminous asphalt to repair road surface after water breaks. 3 yr wgt'd avg. (39,021)	Cost of hot bituminous asphalt to repair road surface after water breaks. 3 yr wgt'd avg. (16,807)
4255	Chemicals	65,000	Bulk Chemicals for Water Treatment 3 yr wgt'd avg. (64,386)	Bulk Chemicals for Water Treatment 3 yr wgt'd avg. (65,020)
4256	Tubing & Parts	20,000	Copper tubing, brass fittings and meter horn assemblies. 3 yr wgt'd avg. (18,125)	Copper tubing, brass fittings and meter horn assemblies. 3 yr wgt'd avg. (23,256)
4262	Safety	750	Personal safety gear, traffic cones, signs, safety supplies etc. 3 yr wgt'd avg. (740)	Personal safety gear, traffic cones, signs, safety supplies etc. 3 yr wgt'd avg. (881)

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - WATER - OPERATIONS

DEPT # - 38110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4400	Contracted Services	123,655	Electronics & Controls maint.	Electronics & Controls maint.
			4,000	4,000
			Mechanical systems	Mechanical systems
			12,000	12,000
			Instrument calibration & preventative electrical maintenance	Instrument calibration & Preventative Electrical maintenance
			6,000	6,000
			Altitude valve preventive maintenance	Altitude valve preventive maintenance
			2,200	2,200
			Digsafe	Digsafe
			3,700	3,700
			Water Conservation	Water Conservation
			3,000	3,000
			Backwash tank cleaning	Backwash tank cleaning
			2,250	2,250
			Generator P.M. (4 Sites)	Generator P.M. (4 Sites)
			1,645	1,645
			PM on CO2 Storage & carbonic acid feed systems	PM on CO2 Storage & carbonic acid feed systems
			4,500	4,500
			Copier maintenance	Copier maintenance
			350	250
			Treatment technical assistance	Treatment technical assistance
			5,000	5,000
			Meter reading equipment maintenance contract (63%)	Meter reading equipment maintenance contract (63%)
			2,502	2,502
			Software Maintenance (63%)	Software Maintenance (63%)
			1,733	1,733
			GIS Update System	GIS Update System
			8,500	8,500
			Water audit	Arlington P.S. VFD install (3)
			9,000	27,531
			Chemical feed pumps	Replace Filter controllers (2)@\$3,650
			10,115	7,300
			Fire Extinguisher Inspections	Replace Chlorine Analyzer Clearwell
			185	7,000
			Remote SCADA	Fire Extinguisher Inspections
			10,275	185
			Arlington and Taylor Dams-Breach analysis	Arlington Dam Coating
			36,700	6,985
				Pipe integrity testing, Phase II
				105,000
4481	Water Samples/Lab Expenses	60,961	QA/QC & certification	QA/QC & certification
			3,000	3,000
			Consumables	Consumables
			7,000	7,000
			Glassware & minor equip.	Glassware & minor equip.
			6,000	6,000
			Routine SDWA compliance	Routine SDWA compliance
			9,500	9,500

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - WATER - OPERATIONS

DEPT # - 38110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
			Chemical waste disposal	Chemical waste disposal
			5,000	5,000
			Hach service maintenance	Hach service maintenance
			18,292	17,787
			Lab equipment service maint.	Lab equipment service maint.
			1,505	1,505
			PFOA/PFOS testing	3 yr wgt'd avg (44,503)
			740	
			Surface Water LT2 - Round 2 testing	
			9,924	
			3 yr wgt'd avg (50,022)	
4482	Purchase of Water	1,000	Methuen-emergency purchases	Methuen-emergency purchases
			1,000	1,000
4485	Hydrants	14,700	Replace hydrants (6 @ 1,700)	Replace hydrants (6 @ 1,700)
			10,200	10,200
			Hydrant Parts	Hydrant Parts
			4,500	4,500
			3 yr wgt'd avg. (10,795)	3 yr wgt'd avg. (20,241)
4489	Pipe Replacement	15,500	Scheduled and emergency repairs made to distribution system on pipes valves and fittings.	Scheduled and emergency repairs made to distribution system on pipes valves and fittings.
			3 yr wgt'd avg. (19,407)	3 yr wgt'd avg. (15,675)
4496	Electricity	219,797	Cost to pump water.	Cost to pump water.
			Service for WTP, 2 booster stations and 2 raw water pumping stations.	Service for WTP, 2 booster stations and 2 raw water pumping stations.
			Based on 3 year weighted average, plus estimated increase from provider.	Based on estimate from supplier
			3 yr wgt'd avg. (206,868)	3 yr wgt'd avg. (159,387)
4497	Other Utilities	93,037	Sewer discharge, from Canobie Water Treatment Plant.	Sewer discharge, from Canobie Water Treatment Plant.
			3 yr wgt'd. avg. (93,037)	3 yr wgt'd. avg. (113,220)

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - WATER - OPERATIONS

DEPT # - 38110

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4610	Water Equipment	24,450	TOC Analyzer (Total Organic Compounds)	Pipe Locators (2) \$920 ea. 1,840

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
WATER-BUILDINGS								
38120 - 4401	CLEANING SERVICES	4,080	4,121	3,998	4,087	4,087	4,087	4,087
38120 - 4452	BUILDING MAINTENANCE	85,927	38,967	43,208	76,607	54,923	54,923	54,923
38120 - 4495	HEAT	21,473	23,846	20,903	18,755	18,755	18,755	18,755
	SUBTOTAL	111,480	66,934	68,109	99,449	77,765	77,765	77,765

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - WATER - BUILDINGS

DEPT # - 38120

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4401	Cleaning Services	4,087	Cleaning services Based on bid pricing	Cleaning services 2015 +1%
4452	Building Maintenance	54,923	Building repairs and expendable building supplies. Annual radio box testing/monitoring: Water Treatment Plant, Spicket, Manor Pkwy, Arlington & Nirvana Booster Stations. Alarm monitoring Fuel for Generators Raw water screen floor and pipe coating HVAC Maintenance Light fixture renovations 3 yr wgt'd avg (93,581)	Building repairs and expendable building supplies. Annual radio box testing/monitoring: Water Treatment Plant, Manor Pkwy, Arlington & Nirvana Booster Stations. Alarm monitoring Fuel for Generators Security entrance gate camera Replace doors WTP .Elec and Wkshop (2) Canobie P.S. floor and pipe coating HVAC Maintenance 3 yr wgt'd avg (86,294)
4495	Heat	18,755	Propane heat 10,193 gal (3 yr wgt'd avg) propane @ \$1.84	Propane heat 10,368 gal (3 yr wgt'd avg) propane @ \$2.30

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
WATER-DEBT SERVICES								
38130 - 4666	WATER CON #12-PRINCIPAL '96	220,000	235,000	235,000	-	-	-	-
38130 - 4668	WATER CON #14-PRINCIPAL '98	21,000	22,400	22,400	23,800	23,800	23,800	23,800
38130 - 4669	WATER CON #15-PRINCIPAL '04	35,000	35,000	35,000	35,000	35,000	35,000	35,000
38130 - 4671	WATER CON #16-PRINCIPAL '13	69,000	69,000	69,000	69,000	69,000	69,000	69,000
38130 - 4672	WATER CON #17-PRINCIPAL '14	110,000	110,000	110,000	110,000	110,000	110,000	110,000
38130 - 4673	WATER CON #18-PRINCIPAL '14	85,000	85,000	85,000	85,000	85,000	85,000	85,000
38130 - 4674	WATER CON #19-PRINCIPAL '15	-	115,000	115,000	115,000	115,000	115,000	115,000
38130 - 4686	WATER CON #12-INTEREST '96	26,163	13,513	13,513	-	-	-	-
38130 - 4688	WATER CON #14-INTEREST '98	4,620	3,570	3,570	2,450	2,450	2,450	2,450
38130 - 4689	WATER CON #15-INTEREST '04	15,962	14,962	14,962	12,968	12,968	12,968	12,968
38130 - 4690	WATER CON #16-INTEREST '13	18,630	16,560	16,560	14,490	14,490	14,490	14,490
38130 - 4691	WATER CON #17-INTEREST '14	31,202	26,750	26,750	24,550	24,550	24,550	24,550
38130 - 4692	WATER CON #18-INTEREST '14	23,927	20,500	20,500	18,800	18,800	18,800	18,800
38130 - 4693	WATER CON #19-INTEREST '15	-	30,397	30,397	28,700	28,700	28,700	28,700
	SUBTOTAL	660,503	797,652	797,652	539,758	539,758	539,758	539,758

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - WATER - DEBT

DEPT # - 38130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4666	Water Const. #12 – Principal (Arlington Pipeline)	-	Bond Issue 1996 Final Payment 2016	Bond Issue 1996 Final Payment 2016
4668	Water Const. #14 – Principal (Canobie Phase I)	23,800	Bond Issue 1998 Final Payment 2018	Bond Issue 1998 Final Payment 2018
4669	Water Const. #15 – Principal (Blake Road)	35,000	Bond Issue 2004 Final Payment 2024	Bond Issue 2004 Final Payment 2024
4671	Water Const. #16 – Principal (Pond Street)	69,000	Bond Issue 2013 Final Payment 2023	Bond Issue 2013 Final Payment 2023
4672	Water Const. #17 – Principal (Discharge Management)	110,000	Bond Issue 2014 Final Payment 2024	Bond Issue 2014 Final Payment 2024
4673	Water Const. #18 – Principal (North Policy)	85,000	Bond Issue 2014 Final Payment 2024	Bond Issue 2014 Final Payment 2024
4674	Water Const. #19 – Principal (N Policy/Old Rockingham)	115,000	Bond Issue 2015 Final Payment 2025	Bond Issue 2015 Final Payment 2025

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - WATER - DEBT

DEPT # - 38130

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4686	Water Const. #12 – Interest	-	2017 Interest	2016 Interest
4688	Water Const. #14 – Interest	2,450	2017 Interest	2016 Interest
4689	Water Const. #15 – Interest	12,968	2017 Interest	2016 Interest
4690	Water Const. #16 – Interest	14,490 *	2017 Interest	2016 Interest
4691	Water Const. #17 – Interest	24,550 *	2017 Interest	2016 Interest
4692	Water Const. #18 – Interest	18,800 *	2017 Interest	2016 Interest
4692	Water Const. #19 – Interest	28,700 *	2017 Interest	2016 Interest

*Interest offset of \$22,884

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
WATER-CAPITAL PROJECTS								
38140 - 4402	ENGINEERING SERVICES	-	60,000	69,800	-	-	-	-
38140 - 4469	BUILDING IMPROVEMENTS	464,442	-	212,427	300,000	-	-	-
38140 - 4738	WATER - VEHICLES	-	-	-	163,200	163,200	163,200	163,200
38140 - 4765	IMPROVEMENTS	-	413,796	415,687	132,000	132,000	132,000	132,000
	SUBTOTAL	464,442	473,796	697,914	595,200	295,200	295,200	295,200

TOWN OF SALEM, NH
2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - WATER - CAPITAL PROJECTS

DEPT # - 38140

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016
4402	Engineering	-		Depot Water Main Replacement Engineering
4469	Building Improvements	-	Distribution garage-closed storage at WTP	
4738	Vehicles	163,200	Backhoe replacement with thumb and hammer Tractor	139,550 23,650
4765	Improvements	132,000	MP-3-5 & other-2 Howard St and N Broadway	132,000
				Water MP-2-2 Haigh Ave Streeter 17,000 MP-3-5 & other-2 Howard St and So. Broadway 125,000 MP 3-8 MacLaughlin-No Main to Oak 150,796 MP- 3-9 So Policy to Fairmont 10,000 MP 4-13 Fairmont Rd to So Policy 60,000 MP U-4 Crestwood Cir 51,000

2017 BUDGET

DEPT. ACCT. NO.	ACCOUNT NAME	2015 EXPENDED	2016 BUDGET	2016 EXPENDED (PRE-AUDIT) (incl. encumb)	2017 MANAGER RECOMM.	2017 BOS RECOMM.	2017 BUD COM RECOMM.	2017 BUDGET
WATER-WARRANT ARTICLES								
38150 - 4402	ENGINEERING SERVICES	-	-	141,800	-	60,000	60,000	60,000
38150 - 4765	WATER IMPROVEMENTS	1,931,207	1,670,000	1,670,000	-	-	-	-
38150 - 4836	WATER IMPROVEMENTS	115,300	-	-	-	-	-	-
	SUBTOTAL	2,046,507	1,670,000	1,811,800	-	60,000	60,000	60,000
	GRAND TOTAL-WATER	5,600,872	5,055,112	5,395,916	3,376,925	3,141,055	3,140,782	3,140,782

TOWN OF SALEM, NH
 2017 BUDGET WORKSHEET

FY 17 BUDGET

DEPT NAME - WATER - WARRANT ARTICLES

DEPT # - 38150

ACCT	ACCOUNT NAME	AMOUNT	EXPLANATION 2017	EXPLANATION 2016	
4402	Engineering Services	60,000	Wastewater and Stormwater Asset Management Plan-SRF	60,000	
4765	Water Improvements			Bond issue for the purpose of construction work on Manor Parkway Booster Station and construction of a new booster station in the Commercial Drive area	1,670,000