

Exeter Budget Recommendations Committee

DPW General Subcommittee Budget Narrative

FY 2024

November 1, 2023

The Department of Public Works (DPW) oversees eight different General divisions in addition to Water and Sewer services. These include general administration, highways/streets, snow removal, solid waste, streetlights, stormwater, maintenance, and town buildings. Water and Sewer services are discussed in a separate document.

Many of the DPW functions are conducted in mid to late fall due to their budget not being approved until the March town vote and many road projects avoiding the summer tourist season. Therefore, some of the project-oriented lines are currently underspent but are anticipated to be spent by the end of the year.

The Subcommittee met with Jay Perkins, Tricia Allen, and Jeff Beck from DPW, and discussions of certain budget line items are presented below to support the spreadsheet report.

Administration

51110. FT Salary. The Geographic Information System (GIS) manager position requested by DPW and supported by the BRC last year has not yet been filled.

Highways and Streets

55013 Asphalt Reclamation. Jay tries to fit a lot of this work between fall festivals and winter, generally November.

55020 Bridge Repairs. Work has been done on projects in town but hasn't reached the report yet.

55286 Street Markings. Work on Epping Road is in progress and complete Linden St. this fall as well. Anticipate most of FY '23 budget to be spent.

55310 Tree Maintenance. A Tree Committee has been established in town that includes both Town staff and volunteers with the purpose of overseeing and evolving our selection a few years ago as a Tree City. The historic baseline budget for this item has been \$20,000 a year for arbor maintenance work, either in house or by contract services.

The original FY '24 request was made for \$5000 of Tree Committee seed money. Since then, two pieces of equipment were requested to allow the Committee/DPW to get a

head start on managing the trees in town. A memo was sent to the Selectboard in August requesting an increase to \$85,535 to include a chipper body and water tank truck (last year, some new plantings died during the drought due to lack of available water) for \$50,000, contract services for an arborist to take a tree inventory for \$10,000 and \$535 for public events and education. The Selectboard approved the new budget (to include the baseline \$20k) at a September meeting.

The subcommittee supports this proposed budget increase.

55251 Road Paving. Epping Road and Linden St. work complete. Other small projects this fall. Field staff and contractor availability have delayed some projects.

Snow Removal

A review of the 55061 Snow Removal and 55258 Salt budget was discussed.

The Snow Removal (typically from in-town to out of town locales) budget has been significantly underspent the past few years and is seasonally discretionary depending on how much and the timing of snowfall is. Salt and overall deicing agents are used for many conditions that do not include snow and this item has been significantly *overspent* the past few years. The Subcommittee suggested transferring some money between accounts to acknowledge this situation. Jay Perkins suggested waiting one more year, however, the subcommittee noted that the Snow Removal budget had not been fully spent since 2017 and Salt has been overspent every year since then.

The subcommittee recommends the following:

55061 Snow Removal: Rebudget from \$45,000 to \$25,000

55258 Salt: Rebudget from \$60,000 to \$80,000

Solid Waste Disposal

55150 HHW Removal. October event just occurred. This budget is for full, 7- town usage then the other 6 towns reimburse us. Exeter expenditures are historically from \$30-35,000. The subcommittee agrees with a budget of \$30,000 for this line.

55163 Landfill Monitoring. Due to a sinkhole in the landfill cap, we had to transfer money into this account and encumber funds into next year. Approximately \$5400 remaining.

Streetlights

55092 Street Lights. Budget reflects town's conversion to LED bulbs in 2019. Until subsidized cost and we pay off over five years which will be complete in FY '24. The FY '25 budget will be substantially lower.

Stormwater

55058 Contracted Services and 55386 Catchbasin Replacement. Due to the unavailability of contractors and town staff, work over the past two years has been delayed. Spreadsheet notes list projects and To Do list. Budget for both items is \$85,100.

DPW indicates they may not be able to do work scheduled for this year (7 CBs per year) due to staff shortages and completing pavement jobs. As staff shortages will probably extend into FY '24, the subcommittee considered reducing these lines to be more accurate with Department availability. Also, we discussed possibly reducing these line items and submitting a WAR for 40-50 CB replacements in town in the next year or two.

Maintenance and Town Buildings

51110 FT Salary. The unfilled HVAC/Plumbing technician position has been pulled from the budget for FY '24.

55392 Fire Safety. New program last year; used to be under Fire Department. Still figuring out department approach and staff allocation for this, but general conclusion is that effort is less than anticipated. Still work to do this year, but possibility of reducing again next year.

55177 Maintenance Projects. YTD about \$40k. Some money will be encumbered for projects into next year. Anticipated to be spent.

Mechanics/Garage:

55129 Fuel Dispensing System. State came in October to test tanks and pumping system. Minor repairs needed.

Vehicles

CIP page 66. Dump and Plow Truck #33. Currently on deferment list. Purchased in 2008 for W/S Dept, used by Highway since 2018. Was deferred last year. The subcommittee does not recommend this purchase at this time.

CIP page 70. Sidewalk Tractor #58. Currently on deferment list. BRC approved lease/purchase of Sidewalk Tractor #57 last year. #58 equipment is 32 years old with

over 4,000 hours on it. Most parts no longer available. With 2023 purchase of a tractor, the subcommittee does not recommend this purchase at this time.

CIP page 72. Street Sweeper. Currently on deferment list. This equipment is only eight years old but has over 5,800 hours on it. Used almost every day under corrosive conditions to comply with our MS-4 stormwater permit. The subcommittee does not recommend this purchase at this time.

Warrant Articles

CIP page 1. DPW Garage Fuel Island. Currently on deferment list. Dates for original garage construction in 1970s. Underground fuel tanks replaced in 2000s. Recent tests indicated no significant problems or concerns. Subcommittee feels this should be completed at a later date as part of the overall Garage assessment and construction.

CIP page 17. Great Bay Nitrogen Permit. Part of region-wide permit in 2023 to communities that discharge into Great Bay. Town has proposed a variety of projects and education programs to reduce nitrogen discharges into the Exeter and Squamscott Rivers. Original budget of \$105,000, reduced to \$75,000 request which the subcommittee supports.

CIP page 20. Pickpocket Dam Improvements. Currently on deferment list. On-going feasibility study which will determine actual course of action is due January 2024. Request of \$50,000 was for grant matching funds for resulting construction recommendations. Due to the fact that the feasibility study is still on-going, the subcommittee does not recommend at this time.

CIP page 22. School Street Improvements. General Fund portion is approximately \$2.2M but also includes Water (\$1.7M) and Sewer (\$2.6M) work paid for out of those Enterprise Funds. Would be third recent \$6M utility job in four years after Salem St. (2021) and Westside Dr. (2023). In line for a 35% principal forgiveness grant from NHDES for Sewer construction portion only (approx. \$750K). Design in 2024, Construction in 2025. This (and the Water & Sewer) subcommittee is still considering this project due to the potential Sewer construction cost forgiveness aspect.

CIP page 23. Sidewalk Program. See historical funding and usage writeup in CIP book. Funding of \$200K to bolster Sidewalk CRF was deferred in 2022. Currently on deferment list. Needs discussion about funding a lesser amount to continue phased sidewalk improvement approach.

Respectfully submitted by the subcommittee,

Andrew Elliott

Amanda Kelly

Bob Kelly, Chair

Town of Exeter
 2024 General Fund Preliminary Budget
 BRC Subcommittee Worksheet v2
 Prepared: October 30, 2023 Version #2

Org	Object	Description	2024			Explanation	Explanation of Subcommittee Recommendation
			Prelim Budget	Subcommittee Recommendations	Adjustment to Prelim Budget		
GENERAL FUND							
Public Works - General Fund							
Administration & Engineering							
01431101	51110	PWA- Sal/Wages FT	614,927	614,927	-	6 FT: Director, Town Eng, Eng Tech, Office Mgr, Office Clerk, Asst Engineer, GIS Tech (FY) Currently there are 4 open positions	
01431101	51200	PWA- Sal/Wages PT	222	222	-	1- PT-recording secretary for River Committee @ \$18.50/hr	
01431101	51300	PWA- Sal/Wages OT	700	700	-		
		Salaries Total	615,849	615,849	-		
01431101	52100	PWA- Health Insurance	150,094	150,094	-		
01431101	52110	PWA- Dental Insurance	11,092	11,092	-		
01431101	52120	PWA- Life Insurance	648	648	-		
01431101	52130	PWA- LTD Insurance	1,092	1,092	-		
01431101	52200	PWA- FICA	38,183	38,183	-	Based on wages: 6.2%	
01431101	52210	PWA- Medicare	8,930	8,930	-	Based on wages: 1.45%	
01431101	52300	PWA- Retirement Town	83,294	83,294	-	Based on wages: 13.53%	
		Benefits Total	293,333	293,333	-		
01431101	55003	PWA- Drug/Alcohol Testing	1,200	1,200	-	Contract w/Access; required (per USDOT) random testing for all CDL holders & screening new hires	
01431101	55050	PWA- Conf/Room/Meals	3,000	3,000	-	National or regional conf 60% Dir, Town Eng; 100% Maint Supt, Hwy Supt @\$1100 ea	
01431101	55058	PWA- Contracted Services	1	1	-	Moved to CIP	
01431101	55088	PWA- Dues	700	700	-	Dues: APWA \$210, NHPWA \$100, Mutual Aid \$25; Licenses: PE 2@150/2 yr	
01431101	55091	PWA- Education/Training	2,000	2,000	-	Education and training for staff (NHMA, NHDES, NEPW Association)	
01431101	55128	PWA- Fuel	1,500	1,500	-	Dir & Eng vehicles	
01431101	55133	PWA- General Expenses	1,200	1,200	-	Meal reimbursement during extended operations per Director's determination increased from \$8 to \$12	
01431101	55158	PWA- Insurance Deductible	1	1	-	Damage repairs on insurance claims	
01431101	55181	PWA- Master Fuel Account	1	1	-	Bulk fuel delivery charges less dept allocations; for 109 vehicles	
01431101	55190	PWA- Mobile Communications	1,200	1,200	-	60% Director, Town Engineer & Asst Engineer; 100% Highway, MiFi (Engineering)	
01431101	55200	PWA- Office Supplies	10,000	10,000	-	Gen office supplies \$6500; Eng supplies \$3500; plotter paper & ink, field books, Town Standards, scanning plans; 60% of copier billing	
01431101	55224	PWA- Postage	500	500	-	General day to day mailings	
01431101	55237	PWA- Radio Repairs	600	600	-	4 Desk sets, 6 portables, 42 vehicle units	
01431101	55238	PWA- Radio Replacement	1,000	1,000	-	Digital repeater to communicate with Fire & Police	
01431101	55319	PWA- Vehicle Maintenance	600	600	-	Dir & Eng vehicles	
		General Expenses Total	23,503	23,503	-		
01431101	55998	PWA- Due from Water Fund	(181,836)	(181,836)	-	20% Water Fund offset	
01431101	55999	PWA- Due from Sewer Fund	(181,836)	(181,836)	-	20% Sewer Fund offset	
		Due from Water/Sewer Funds Total	(363,673)	(363,673)	-		
		Administration & Engineering Total	569,012	569,012	-		

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Highways and Streets							
01431202	51110	HWY- Sal/Wages FT	751,574	751,574	-	12 FT	
01431202	51210	HWY- Sal/Wages Temp	1	1	-	Intern, Summer/Fall laborer	
01431202	51121	HWY- Sal/Wages Incentive Reg	2,750	2,750	-	Per SEIU CBA	
01431202	51300	HWY- Sal/Wages OT	20,000	20,000	-	Emergency ops, callouts, flood watch, voting/traffic control	
01431202	51310	HWY- Sal/Wages Stand-By	7,280	7,280	-	After hours on-call status, \$140/wk per union contract	
01431202	51350	HWY- FEMA Storm Related OT	-	-	-	Expenses related to declared emergencies	
01431202	51400	HWY- Longevity Pay	6,850	6,850	-	6 FT per union contract	
		Salaries Total	788,455	788,455	-		
01431202	52100	HWY- Health Insurance	164,203	164,203	-		
01431202	52110	HWY- Dental Insurance	15,328	15,328	-		
01431202	52120	HWY- Life Insurance	702	702	-		
01431202	52200	HWY- FICA	48,884	48,884	-	Based on wages: 6.2%	
01431202	52210	HWY- Medicare	11,433	11,433	-	Based on wages: 1.45%	
01431202	52300	HWY- Retirement Town	106,678	106,678	-	Based on wages: 13.53%	
		Benefits Total	347,228	347,228	-		
01431202	55013	HWY- Asphalt Reclamation	5,000	5,000	-		1x reduction of \$5K in 2024 - Grinding & screening to recycle asphalt and concrete into reusable product. Screening compost and sand
01431202	55020	HWY- Bridge Repairs	5,500	5,500	-		Maintenance and repair of 7 Town-owned bridges
01431202	55066	HWY- Culvert Repairs/Replacement	3,000	3,000	-		1x reduction of \$1K in 2024 - Minor repairs, replace & clearing culverts (pipes & headers)
01431202	55071	HWY- Dam Maintenance	2,500	2,500	-		Dam & abutment concrete & mechanical repairs at Pickpocket, Colcord, Sloans Brook
01431202	55072	HWY - Dam Registration	400	400	-		Annual NHDES fees (due December) Sloans Brook
01431202	55091	HWY- Education/Training	1,500	1,500	-		Classes, licensing (CDL, UNH Tech Transfer classes)
01431202	55096	HWY- Emergency Traffic Control	500	500	-		Uniformed officer in high traffic, emergencies
01431202	55107	HWY- Equipment Rentals	4,500	4,500	-		Rental of equipment not owned by Town, including bulldozer, excavator, grader, screen
01431202	55128	HWY- Fuel	25,000	25,000	-		Fuel for highway dept vehicles & equipment; contract price projected to be unleaded \$2.97/gal & diesel \$3.80/gal
01431202	55134	HWY- General Hand Tools	4,000	4,000	-		Repl/repair hand tools incl. compacter, hand-saw, chainsaws, small power tools
01431202	55190	HWY- Mobile Communications	1	1	-		moved to phone reimbursement
01431202	55212	HWY- Phone Reimbursement	2,400	2,400	-		Cell Phone stipend \$40/mo for Supt + 3 Foremen
01431202	55257	HWY- Safety Equipment	5,000	5,000	-		Hardhats, vests, eye protection, Technu, steel-toed boot repl \$185/yr per employee
01431202	55267	HWY- Signs	8,000	8,000	-		Sign replacement for retro reflectivity, damages.
01431202	55285	HWY- Storm Drain Repair	6,000	6,000	-		Repair drain castings. 1,305 catch basins
01431202	55286	HWY- Street Marking	35,000	35,000	-		Fog lines, center lines, parking spaces (butyl rubber by contractor); crosswalks 2x yr
01431202	55287	HWY- Street Repairs/Maint	18,000	18,000	-		Patching town roads & shoulder repair materials; includes asphalt, concrete, gravel
01431202	55310	HWY- Tree Maintenance	25,000	85,535	60,535		All trees in Town ROW & parks incl pruning, fertilizing & removal w/ licensed arborist; increasing demands for tree removal & pruning; additional street trees at Lincoln & presence of Emerald Ash Borer (EAB) - \$5K added in 2024 to establish Tree Committee budget.
01431202	55314	HWY- Uniforms	7,400	7,400	-		12 employees (Laundering, repair and replacement)
01431202	55319	HWY- Vehicle Maintenance	50,000	50,000	-		Maintenance of all dept vehicles and equip

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01431202	55337	HWY- Weed Control	9,000	9,000	-	Along medians & curbing; contract w/licensed herbicide applicator, \$1K switch from Roundup to pre-emergent.	
		General Expenses Total	217,701	278,236	60,535		
01431202	55251	HWY-Road Paving/Maintenance	700,000	700,000	-	Incl crack sealing, reconstruction, etc.	
01431202	55067	HWY- Culvert Replacement	5,000	5,000	-	1x reduction of \$5K in 2024 - Replace culverts and repair headers & outlets in Town roads	
01431202	55266	HWY- Sidewalks/Curbing	15,000	15,000	-	Sidewalks and curbing, minor repair & replacements	
01431202	55284	HWY- Storm Drain Cleaning	30,000	30,000	-	Annual clean 50% catch basins, material testing, MS4 permit compliance	
		Capital Outlay Total	750,000	750,000	-		
		Highways & Streets Total	2,103,384	2,163,919	60,535		
Snow Removal							
01431903	51300	PS- Sal/Wages - OT Snow	70,000	70,000	-	Includes Mechanic	
01431903	51200	PS- Salaries/Wages PT	1,733	1,733	-	Snow cleanup	
01431903	51350	PS- Sal/Wages - FEMA Storm Related (1	1	-	Expenses related to declared emergencies	
		Salaries Total	71,734	71,734	-		
01431903	52200	PS- FICA	4,448	4,448	-	Based on wages: 6.2%	
01431903	52210	PS- Medicare	1,040	1,040	-	Based on wages: 1.45%	
01431903	52300	PS- Retirement Town	9,471	9,471	-	Based on wages: 13.53%	
		Benefits Total	14,959	14,959	-		
01431903	55026	PS- Calcium Chloride	1	1	-	Salt additive used during harsh temperatures in the winter	
01431903	55061	PS- Contracted Snow Removal	45,000	25,000	(20,000)	Hire contractors w/10 wheelers to remove snow for safety downtown, Lincoln St, Ports Ave.	
01431903	55118	PS- FEMA Reimb Force Equip	1	1	-	Expenses declared winter emergencies	
01431903	55119	PS- FEMA Reimb Force Labor	1	1	-	Expenses declared winter emergencies	
01431903	55128	PS- Fuel	17,000	17,000	-	Fuel for snow removal vehicles; contract price projected to be unleaded \$3.09/gal & diesel \$3.49/gal	
01431903	55216	PS- Plow Damages	3,500	3,500	-	Private property damage caused by snow plows	
01431903	55217	PS- Plow/Spreader Repair	-	-	-	Moved to vehicle maintenance	
01431903	55218	PS- Plowing	80,000	80,000	-	Hired contractors to supplement Town staff to plow, salt & sand	
01431903	55258	PS- Salt	60,000	80,000	20,000	Deicer for Town roads, sidewalks, parking lots; 2022 pricing \$67/ton	
01431903	55259	PS- Sand	2,000	2,000	-	Purchase sand during winter months to spread along the town roads, sidewalks & parking lots	
01431903	55319	PS- Vehicle Maintenance	20,500	20,500	-	Repair snow plows and snow removal equipment	
		General Expenses Total	228,003	228,003	-		
		Snow Removal Total	314,696	314,696	-		

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Solid Waste Disposal							
01432304	51200	SW- Sal/Wages PT	23,962	23,962	-	1 PT @ 16 hrs/wk including transfer station winter schedule and weekend trash removal	
01432304	51300	SW- Sal/Wages OT	4,000	4,000	-	OT for Highway employees assigned to Transfer Station	
		Salaries Total	27,962	27,962	-		
01432304	52200	SW- FICA	1,734	1,734	-	Based on wages: 6.2%	
01432304	52210	SW- Medicare	405	405	-	Based on wages: 1.45%	
01432304	52300	SW-Retirement	541	541	-	Based on wages: 13.53%	
		Benefits Total	2,680	2,680	-		
01432304	55018	SW- Blue Bags	78,000	78,000	-	Includes vendor delivery to store; offset by revenue; projected production cost 30% increase after Jul 2021	
01432304	55054	SW- Construction Debris	14,500	14,500	-	Construction debris container at Transfer Station (WM contract) 5-year contract extension with WM runs June 2022 - May 2027, reflects 6.5% annual rates increase and anticipated fuel surcharges; recycled materials value highly variable (WM contract)	
01432304	55082	SW- Disposal/Recycling Contract	1,198,500	1,198,500	-	1x reduction of \$5K in 2024 - Brush grinding & removal by contractor 2 to 3x per yr as space needs require (contracted Dirt Doctor thru 2025)	
01432304	55086	SW- Brush Grinding	15,000	15,000	-		
01432304	55021	SW-Brush Cutting/Removal			-		
01432304	55091	SW- Education/Training	200	200	-	Solid waste training	
01432304	55092	SW- Electricity	2,000	2,000	-	Transfer station building	
01432304	55093	SW- Electronic Waste Expense	10,000	10,000	-	Removal of electronic waste collected at Transfer Station, offset by sticker revenue	
01432304	55127	SW- Freon Waste Expense			-		
01432304	55150	SW- Household Haz Waste Removal	30,000	30,000	-	Cost of annual Oct event; Exeter share \$11,300 the rest offset by regional collection revenue & State grant	
01432304	55163	SW- Landfill Monitoring	52,706	52,706	-	Gas and water quality testing, including PFAS & 1,4-dioxane at Cross Road landfill, (GZA = \$32,175, CEC = \$10,750, EA = \$9,781)	
01432304	55186	SW- Metal Removal	1,500	1,500	-	Hauling charge to remove metals & white goods	
01432304	55201	SW- Operations Maintenance	6,000	6,000	-	Mowing, materials and supplies at the Transfer Station (Security cameras and equipment)	
01432304	55244	SW- Recycle Containers	26,000	26,000	-	65 gal carts unit price \$75; offset by revenue	
01432304	55293	SW- Supplies	1,500	1,500	-	Stickers and garbage litter bags for Town & Public Works Offices to sell	
01432304	55300	SW- Tire Disposal	2,000	2,000	-	Disposal of Town tires	
01432304	55366	SW- Yard Waste	16,856	16,856	-	Twice per year curbside collection- leaf and yard waste (WM contract)	
01432304	55551	SW- Food Waste Compost Program	2,950	2,950	-	Weekly collection at Transfer Station (Mr. Fox)	
		General Expenses Total	1,457,712	1,457,712	-		
		Solid Waste Disposal Total	1,488,354	1,488,354	-		
Street Lights							
01431605	55092	PW- Electricity- Street Lights	160,000	160,000	-	All street lights in Town rights-of-way	
01431605	55303	PW- Traffic Light Maintenance	9,000	9,000	-	High St, Green St, Alum Dr, Holland Way, Continental Dr signals; controllers, loop detectors, bulbs, audibles & emergency vehicle pre-emption controllers	
		General Expenses Total	169,000	169,000	-		
		Street Lights Total	169,000	169,000	-		

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Stormwater							
01431118	55293	STW- Supplies	2,700	2,700	-	Pet waste bags (Town Clerk & Highway), plotter supplies (ink, printheads, paper)	
01431118	55058	STW- Contracted Services	57,100	57,100	-	wet weather sample 134 outfalls/6 years ~ 22 outfalls/yr x \$700/outfall = \$15,400; outfall catchment investigations & remediation \$10,700; quarterly SWPPP inspections \$6k; AMP project TN changes \$6k; MS4 annual rpt \$6K; public outreach \$4K, staff training (IDDE, PTAP) \$9K	
01431118	55190	STW-Mobile Communications	480	480	-	Tablet/mifi \$40.12/mo	
01431118	55291	STW- Subscriptions	4,080	4,080	-	GPS, SmartNet, PeopleForms subscriptions	
01431118	55386	STW- Catch Basin Replacement	28,000	28,000	-	Replace 7 Catch basins @ \$4k each (MS4 Permit requirement)	
		General Expenses Total	92,360	92,360	-		
		Stormwater Total	92,360	92,360	-		
		Subtotal before Maintenance	4,736,806	4,797,341	60,535		

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Public Works - Maintenance							
General							
01419406	51110	PM- Sal/Wages FT	249,063	249,063	-	4 FT Maint Supt, Custodian, 2 Maint Tech - Unfilled HVAC/Plumb. position pulled for 2024	
01419406	51200	PM- Sal/Wages PT	39,155	39,155	-	1 PT Custodian @ 34hr per week	
01419406	51300	PM- Sal/Wages OT	7,000	7,000	-	Emergencies, callouts	
01419406	51310	PM- Sal/Wages Stand-By	7,280	7,280	-	Pay for after hours on-call status, \$140/week per union contract	
01419406	51350	PM- FEMA Storm Related OT	-	-	-	Expenses related to declared emergencies	
01419406	51400	PM- Longevity Pay	1,050	1,050	-	1 FT per union contract	
01419406	51450	PM- Sal/Wages Education Incentive	750	750	-		
		Salaries Total	304,298	304,298	-		
01419406	52100	PM- Health Insurance	54,784	54,784	-		
01419406	52110	PM- Dental Insurance	4,543	4,543	-		
01419406	52120	PM- Life Insurance	270	270	-		
01419406	52200	PM- FICA	18,866	18,866	-	Based on wages: 6.2%	
01419406	52210	PM- Medicare	4,412	4,412	-	Based on wages: 1.45%	
01419406	52300	PM- Retirement Town	35,874	35,874	-	Based on wages: 13.53%	
		Benefits Total	118,750	118,750	-		
01419406	55048	PM- Computer Software	5,000	5,000	-	Dropping TMA for annual maint of Fleet & Facility Maint software TMA (Dec); converting to People GIS work order system	
01419406	55058	PM- Contract Services	46,500	46,500	-	Town buildings roof snow removal \$6k; contracted cleaning Town Offices \$26k; Rec Ctr 2x week starting 2020 (\$11k); TH Finance Offices & Public Restrooms	
01419406	55069	PM- Custodial Supplies	22,000	22,000	-	All Town buildings' paper & cleaning products	
01419406	55549	PM- Covid-19 Expenses	-	-	-		
01419406	55091	PM- Education/Training	800	800	-	Continuing education requirements for License renewals Master Elect, Journeyman Plumber/Gas fitter. Education seminars Carpenter. Maintenance Dept vehicles (5); includes loaner vehicles to Town Departments; unleaded contract price projected to be \$3.09/gal	
01419406	55128	PM- Fuel	6,200	6,200	-	Licenses for Electrician and HVAC Plumber Tech	
01419406	55173	PM- Licenses	300	300	-	Stock paint, putty, nails, screws	
01419406	55176	PM- Maintenance Bld Materials	1,200	1,200	-	HVAC Tech, plumber, elec. tools, replenish drill bits, small power tools	
01419406	55178	PM- Maintenance Tools	3,000	3,000	-	Maint. Superintendent cell phone	
01419406	55190	PM- Mobile Communications	600	600	-	Fall protection, eye protection, steel-toed boot replacement \$185/yr	
01419406	55257	PM- Safety Equipment	2,000	2,000	-	Uniforms and cleaning for 5 Staff	
01419406	55314	PM- Uniforms	6,050	6,050	-	Fire alarm systems, emergency lighting & fire extinguishers	
01419406	55392	PM- Fire Safety	15,000	15,000	-	approx \$30/month	
		General Expenses Total	108,650	108,650	-		
		General Maintenance Total	531,698	531,698	-		

Town of Exeter
 2024 General Fund Preliminary Budget
 BRC Subcommittee Worksheet v2
 Prepared: October 30, 2023 Version #2

Org	Object	Description	2024			Explanation	Explanation of Subcommittee Recommendation
			2024 Prelim Budget	Subcommittee Recommendations	Adjustment to Prelim Budget		
Town Buildings							
		Swasey Parkway- Sal/Wages PT			-	Recording Secretary for Swasey Parkway	
		Swasey Parkway- FICA			-	Recording Secretary for Swasey Parkway	
		Swasey Parkway- Medicare			-	Recording Secretary for Swasey Parkway	
		Town Buildings-Water/Sewer Bills	17,835	17,835	-	Water/Sewer bills for Town Buildings	
		Town Buildings- Building Maintenance	79,500	79,500	-	Building Maintenance for Town Buildings, Incl Swasey Parkway & Raynes Barn	
		Town Buildings-Covid-19 Expenses	-	-	-	Covid-19 for Town Buildings	
		Town Buildings- Natural Gas	75,850	75,850	-	Natural Gas for Town Buildings	
		Town Buildings- Electricity	98,950	98,950	-	Electricity for Town Buildings, Incl. Swasey Parkway & Raynes Barn	
		Train Station- Supplies	3,800	3,800	-	Light fixtures, electrical breakers, signage	
		Train Station- Platform Lease Liability	23,790	23,600	(190)	Platform Lease Liability Insurance for Train Station	
		Train Station- Platform Lease	3,882	4,076	194	Platform Lease for Train Station	
		Town Buildings Total	303,607	303,611	4		
Maintenance Projects							
01419406	55177	PM- Maintenance Projects	100,000	100,000	-	Town owned building projects	
		Total Maintenance Projects	100,000	100,000	-		
		Town Maintenance/Buildings Total	935,304	935,308	4		
Mechanics/Garage:							
01419415	51110	PG- Sal/Wages FT	171,090	171,090	-	3 FT: 1 Mech foreman; 2 Mechanics	
01419415	51300	PG- Sal/Wages OT	3,000	3,000	-	Mechanic OT -76 hours per year	
01419415	51121	PG- Sal/Wages Education/Training	750	750	-		
		Salaries Total	174,840	174,840	-		
01419415	52100	PG- Health Insurance	61,346	61,346	-		
01419415	52110	PG- Dental Insurance	4,342	4,342	-		
01419415	52120	PG- Life Insurance	162	162	-		
01419415	52200	PG- FICA	10,840	10,840	-	Based on wages: 6.2%	
01419415	52210	PG- Medicare	2,535	2,535	-	Based on wages: 1.45%	
01419415	52300	PG- Retirement Town	23,656	23,656	-	Based on wages: 13.53%	
		Benefits Total	102,881	102,881	-		
01419415	55128	PG- Fuel	1,800	1,800	-	Mechanics shop truck & forklift	
01419415	55129	PG- Fuel Dispensing System	4,000	4,000	-	Fuel pumps, UST inspection, reporting equipment, 23 year old fuel island maintenance	
01419415	55183	PG- Mechanics Tools	3,900	3,900	-	Increase mechanics' allowance from \$500 to \$800/ea (hasn't increased since 2000); replace Town owned tools; rental	
01419415	55316	PG- Vehicle Equipment Stock	5,000	5,000	-	Fluids, filters, bulbs, nuts & bolts for all Town Departments	
01419415	55319	PG- Vehicle Maintenance	2,000	2,000	-	Maintenance Dept vehicles (5) + forklift	
01419415	55338	PG- Weight Testing/Repair	1,000	1,000	-	3 mechanic lifts certified testing & repair, 2 crane mounted electric hoists	
		General Expenses Total	17,700	17,700	-		
		Mechanics/Garage Total	295,421	295,421	-		
		Total Public Works	5,967,532	6,028,071	60,539		

Town of Exeter
 Public Works Maintenance-Town Buildings
 2024 General Fund Preliminary Budget
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Version #1

Org	Object	Description	2022 Actual	2023 Budget	2023 Actual: June	2024 Budget	2024 SB Budget vs. 2023 Budget \$ Increase/-(Decrease)	2024 SB Budget vs. 2023 Budget %- Difference	Explanation
Recreation Center									
01419407	55022	Parks& Rec- Building Maintenance	13,831	6,000	3,380	6,000	-	0.00%	Pool House, Court St bldg & garage Supply- UMG fixed contract price \$.0747 per kwh expires 10/31/25;
01419407	55092	Parks & Rec- Electricity	13,783	12,000	3,721	12,000	-	0.0%	Delivery- Unutil Supply new Direct Energy- fixed price contract \$9.84/MMBTU thru 10/24 (previous Sprague contract
01419407	55194	Parks & Rec- Natural Gas	5,927	7,550	4,829	7,550	-	0.0%	\$0.5690/therm); Delivery- Unutil
01419407	55326	Parks & Rec-Water/Sewer Bills	996	1,000	194	1,000	-	0.0%	Court St bldg & garage, Town House Common
		General Expenses Total	34,537	26,550	12,124	26,550	-	0.0%	
		Recreation Center Total	34,537	26,550	12,124	26,550	-	0.0%	
Town Hall									
01419408	55022	Town Hall- Building Maintenance	13,004	10,000	4,344	10,000	-	0.0%	Restrooms, heating system, lighting, doors, locks Supply- UMG fixed contract price \$.0747 per kwh expires 10/31/25;
01419408	55092	Town Hall- Electricity	7,812	8,500	3,824	8,500	-	0.0%	Delivery- Unutil Supply new Direct Energy- fixed price contract \$9.84/MMBTU thru 10/24 (previous Sprague contract
01419408	55194	Town Hall- Natural Gas	10,369	14,200	8,579	14,200	-	0.0%	\$0.5690/therm); Delivery- Unutil
01419408	55326	Town Hall- Water/Sewer Bills	1,848	2,000	375	2,000	-	0.0%	Water/Sewer rate increases
		General Expenses Total	33,033	34,700	17,123	34,700	-	0.0%	
		Town Hall Total	33,033	34,700	17,123	34,700	-	0.0%	
Town Office									
01419409	55022	Town Office- Building Maintenance	15,803	12,000	4,483	12,000	-	0.0%	HVAC, fans, lighting, carpet cleaning, electrical circuits, doors, locks, office configs Supply- UMG fixed contract price \$.0747 per kwh expires 10/31/25;
01419409	55092	Town Office- Electricity	15,773	16,000	6,705	16,000	-	0.0%	Delivery- Unutil Supply new Direct Energy- fixed price contract \$9.84/MMBTU thru 10/24 (previous Sprague contract
01419409	55194	Town Office- Natural Gas	5,135	6,500	4,720	6,500	-	0.0%	\$0.5690/therm); Delivery- Unutil
01419409	55326	Town Office- Water/Sewer Bills	1,279	1,300	298	1,300	-	0.0%	Water/Sewer rate increases
		General Expenses Total	37,991	35,800	16,205	35,800	-	0.0%	
		Town Office Total	37,991	35,800	16,205	35,800	-	0.0%	
Senior Center									
01419410	55022	Sr Center -Building Maintenance	1,299	4,000	535	4,000	-	0.0%	Heating system, air conditioners, lighting, plumbing & electrical Supply- UMG fixed contract price \$.0747 per kwh expires 10/31/25;
01419410	55092	Sr Center- Electricity	4,479	5,000	2,068	5,000	-	0.0%	Delivery- Unutil Supply new Direct Energy- fixed price contract \$9.84/MMBTU thru 10/24 (previous Sprague contract
01419410	55194	Sr Center - Natural Gas	3,452	4,500	2,857	4,500	-	0.0%	\$0.5690/therm); Delivery- Unutil
01419410	55326	Sr Center- Water/Sewer Bills	2,809	1,100	784	1,100	-	0.0%	Water/Sewer rate increases

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Org	Object	Description	2022 Actual	2023 Budget	2023 Actual: June	2024 Budget	2024 SB Budget vs. 2023 Budget \$ Increase/(Decrease)	2024 SB Budget vs. 2023 Budget %- Difference	Explanation
Recreation Center									
		General Expenses Total	12,039	14,600	6,244	14,600	-	0.0%	
		Senior Center Total	12,039	14,600	6,244	14,600	-	0.0%	
Safety Complex									
01419411	55022	SC- Building Maintenance	19,725	14,000	13,532	14,000	-	0.0%	HVAC, vehicle exhaust, lighting, carpeting, electrical, plumbing, 10 - 12' high overhead doors, 24/7 operation
01419411	55092	SC- Electricity	32,398	33,000	15,836	33,000	-	0.0%	Supply- UMG fixed contract price \$.0747 per kwh expires 10/31/25; Delivery- Unutil
01419411	55194	SC- Natural Gas	11,703	16,500	10,122	16,500	-	0.0%	Supply new Direct Energy- fixed price contract \$9.84/MMBTU thru 10/24 (previous Sprague contract \$0.5690/therm); Delivery- Unutil
01419411	55326	SC- Water/Sewer Bills	8,808	8,500	4,484	8,500	-	0.0%	Water/Sewer rate increases
		General Expenses Total	72,635	72,000	43,974	72,000	-	0.0%	
		Safety Complex Total	72,635	72,000	43,974	72,000	-	0.0%	

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Org	Object	Description	2022 Actual	2023 Budget	2023 Actual: June	2024 Budget	2024 SB Budget vs. 2023 Budget \$ Increase/-/Decrease)	2024 SB Budget vs. 2023 Budget %- Difference	Explanation
Recreation Center									
DPW Complex									
01419412	55022	DPW Complex- Building Maintenance	23,394	14,000	3,906	14,000	-	0.0%	HVAC, unit heaters, lighting, electrical, 16 - 12' overhead doors, waste oil furnace, well pump, wash bay, admin building, hwy/maint garages, salt barn
01419412	55092	DPW Complex- Electricity	15,644	15,000	7,350	15,000	-	0.0%	Supply- UMG fixed contract price \$0.747 per kwh expires 10/31/25; Delivery- Unutil
01419412	55194	DPW Complex Natural Gas	14,912	22,100	13,880	22,100	-	0.0%	Supply new Direct Energy- fixed price contract \$9.84/MMBTU thru 10/24 (previous Sprague contract
01419412	55326	DPW Complex- Water/Sewer Bills	3,092	2,700	729	2,700	-	0.0%	\$0.5690/therm); Delivery- Unutil
		General Expenses Total	57,042	53,800	25,865	53,800	-	0.0%	Water/Sewer rate increases
		DPW Complex Total	57,042	53,800	25,865	53,800	-	0.0%	
10 Hampton Road									
01419420	55022	PR 10 Hampton Rd- Building Maintenance	602	3,000	2,935	3,000	-	0.0%	First year best estimate, comparable to Senior Ctr
01419420	55092	PR 10 Hampton Rd- Electricity	591	5,000	1,703	5,000	-	0.0%	First year best estimate, comparable to Senior Ctr
01419420	55194	PR 10 Hampton Rd- Natural Gas	743	4,500	1,543	4,500	-	0.0%	Supply new Direct Energy- fixed price contract \$9.84/MMBTU thru 10/24 (previous Sprague contract
01419420	55326	PR 10 Hampton Rd- Water/Sewer Bills	1,678	1,100	945	1,100	-	0.0%	\$0.5690/therm); Delivery- Unutil
		PR 10 Hampton Road	3,613	13,600	7,127	13,600	-	0.0%	First year best estimate, comparable to Senior Ctr
Train Station									
01419413	55092	Train Station-Electricity	742	2,000	357	2,000	-	0.0%	Supply- UMG fixed contract price \$0.747 per kwh expires 10/31/25; Delivery- Unutil
01419413	55293	Train Station- Supplies	632	3,800	101	3,800	-	0.0%	Light fixtures, ice melt, electrical breakers, signage
01419413	55326	Train Station- Water/Sewer Bills	108	135	3	135	-	0.0%	Water for Train Station (seasonal)
01419413	55546	Train Station- Liability Insurance	14,454	23,790	19,200	23,600	(190)	-0.8%	Platform Lease Liability for Train Station (from GG Liability Ins.)
		General Expenses Total	15,935	29,725	19,661	29,535	(190)	-0.6%	
01419413	55305	Train Station- Platform Lease	3,697	3,882	-	4,076	194	5.0%	Platform Lease for Train Station
		Capital Outlay Total	3,697	3,882	-	4,076	194	5.0%	
		Train Station Total	19,632	33,607	19,661	33,611	4	0.0%	
Swasey Parkway									
01458908	51200	SP- Swasey Pkwy Sal/Wages PT	-	-	68	-	-	-	
01458908	52200	SP- Swasey Pkwy -FICA	-	-	4	-	-	-	
01458908	52210	SPSwasey Pkwy-Medicare	-	-	1	-	-	-	
01458908	55092	SP- Swasey Pkwy- Electricity	950	950	722	950	-	0.0%	Electricity
01458908	55295	SP- Swasey Pkwy Maintenance	10,000	10,000	7,440	10,000	-	0.0%	Mowing and maintenance
		Swasey Parkway Total	10,950	10,950	8,234	10,950	-	0.0%	
Other Town Structures									

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Recreation Center									
01419414	55015	OTS-Bandstand Maintenance	11	1,000	25	1,000	-	0.0%	Historic icon, specialty lighting Supply- UMG fixed contract price \$.0747 per kwh expires 10/31/25; Delivery- Unutil; Powderhouse,
01419414	55092	OTS-Electricity-Other Town Bldgs	2,036	1,500	1,172	1,500	-	0.0%	Bandstand, Raynes Barn, String Bridge heating system, air conditioner, lighting,
01419414	55147	OTS-Historical Society Bldg Maintenance	1,676	3,000	1,873	3,000	-	0.0%	electrical, plumbing, interior repairs ground and exterior lighting fixtures,
01419414	55225	OTS-Powder House Maintenance	298	1,000	-	1,000	-	0.0%	flag, pole (subject to vandalism)
01419414	55268	OTS-Simpson Estate Maintenance	780	1,000	-	1,000	-	0.0%	major maintenance
01419414	55372	OTS-Raynes Barn Building Maintenance	-	500	-	500	-	0.0%	Maintenance - Transferred from Con Comm
		General Expenses Total	4,801	8,000	3,071	8,000	-	0.0%	
		Other Town Structures Total	4,801	8,000	3,071	8,000	-	0.0%	
01419406	55177	PM- Maintenance Projects	66,469	100,000	31,997	100,000	-	0.0%	
		Total Maintenance Projects	66,469	100,000	31,997	100,000	-	0.0%	
01419414	55549	Covid-19 Building Expenses	5,000	-	-	-	-		Covid-19 for Town Buildings
		Total Covid-19 Building Expenses	5,000	-	-	-	-		
		Town Buildings/Maintenance Total	357,742	403,607	191,623	403,611	4	0.0%	