

Select Board Meeting
Monday, December 21st, 2020, 6:30 p.m.
Via ZOOM

Virtual Meetings can be watched on Channel 22 and on Exeter TV's Facebook and YouTube pages. To access the meeting, click this link: <https://exeternh.zoom.us/j/88069324919>
To access the meeting via telephone, call +1 646 558 8656 and enter Webinar ID: 880 6932 4919
Please join the meeting with your full name if you want to speak.
Use the "Raise Hand" button to alert the Chair you wish to speak. On the phone, press 9.
More access instruction found here: <https://www.exeternh.gov/townmanager/virtual-town-meetings>
Contact us at extvg@exeternh.gov or 603-418-6425 with any technical issues.

AGENDA

1. Call Meeting to Order
2. Board Interviews – Arts & Culture Commission
3. Bid Award – Water/Sewer Chemicals
4. Public Comment
5. Proclamations/Recognitions
 - a. Proclamations/Recognitions
6. Approval of Minutes
 - a. Regular Meeting: December 7th, 2020
7. Appointments
8. Discussion/Action Items
 - a. Mask Ordinance Updates
 - b. FY21 Budget Calendar & HB1129
 - c. FY21 Budget and Warrant Articles
 - d. FY20 Encumbrances
 - e. COVID 19 Updates
9. Regular Business
 - a. Tax Abatements, Veterans Credits & Exemptions
 - b. Permits & Approvals
 - c. Town Manager's Report
 - d. Select Board Committee Reports
 - e. Correspondence
10. Review Board Calendar
11. Non-Public Session
12. Adjournment

Niko Papakonstantis, Chair
Select Board

Posted: 12/18/20 Town Office, Town Website

Persons may request an accommodation for a disabling condition in order to attend this meeting. It is asked that such requests be made with 72 hours notice.

AGENDA SUBJECT TO CHANGE

Board Interviews – Arts/Culture Commission



Town of Exeter
Town Manager's Office
10 Front Street, Exeter, NH 03833

Interview
12/21/20 ✓
6:30 pm

Statement of Interest Boards and Committee Membership

Committee Selection: Exeter Arts & Culture Advisory

New

Re-Appointment

Regular

Alternate

Name: Bruce Jones Email: brucejonesart@yahoo.com

Address: 28 Dogtown Road Exeter NH Phone: 617 592 5678

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (*resume can be attached*).

SEE ATTACHED

If this is re-appointment to a position, please list all training sessions you have attended relative to your appointed position.

I understand that: 1. this application will be presented to the Exeter Select Board only for the position specified above and not for subsequent vacancies on the same board; 2. The Town Manager and Select Board may nominate someone who has not filed a similar application; 3. this application will be available for public inspection.

After submitting this application for appointment to the Town Manager:

- The application will be reviewed and you will be scheduled for an interview with the Select Board
- Following the interview the Board will vote on your potential appointment at the next regular meeting
- If appointed, you will receive a letter from the Town Manager and will be required to complete paperwork with the Town Clerk prior to the start of your service on the committee or board.

I certify that I am 18 years of age or older:

Signature: Bruce Jones
11/13/20

Date:

Town Manager's Office

NOV 14 2020

Received

To be completed by Select Board upon appointment:

Date Appointed: _____ **Term Ending:** _____ **Full:** _____ **Alternate:** _____

My name is Bruce Jones, and I welcome the opportunity to join the Town of Exeter Arts & Culture Advisory Commission to share my enthusiasm for art with our community.

An Exeter resident since 1986, I have volunteered with and been instrumental in organizing numerous local and regional arts events, including the "Fine Art and Sugar Tour." This well-attended, self-guided tour includes more than twelve open studios and businesses, and we look forward to resuming the event next year under safer circumstances.

After attending the New England School of Art and Design in Boston, I went on to found and co-own Boston Ornament Company for over thirty years. Boston Ornament Company specialized in the historic restoration of decorative plasterwork including Boston's Symphony Hall, South Station, and many of the country's finest theaters and houses of worship.

Along with my artist wife, Tracy, I operate Jones Studio & Gallery in Exeter, a working art studio, open for special events and visits. My daughter, Rachael, who also resides in Exeter, is a fabric artist. I am acutely aware of the importance of arts and culture in the economic and developmental fabric of the town, and I believe that they will play a significant role in the reinvigoration of the local economy in the face of a post-COVID world. I look forward to collaborating with my neighbors to maintain a sustainable arts and culture community.



Town of Exeter
Town Manager's Office
10 Front Street, Exeter, NH 03833

Interview
12/21/20
6:35 pm



Statement of Interest Boards and Committee Membership

Committee Selection: Town of Exeter Arts & Culture Advisory Commission

New X

Re-Appointment

Regular

Alternate

Name: Todd Hearon Email: toddhearon@yahoo.com

Address: 18 Elliot Street, Exeter, NH 03833 Phone: (603) 778-8019

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (*resume can be attached*).

As someone who has long been involved in the arts (poetry, theater, music) in Exeter and in the Seacoast area, I would gladly add my experience and connections to the Town of Exeter Arts & Culture Advisory Commission. My employment at Phillips Exeter Academy uniquely situates me to draw upon its talented faculty and student body for the further cultural enrichment of our town and to forge connections between the students, faculty and the broader Exeter community. I happen to be one of many working artists (poets, fiction- and non-fiction writers, theater practitioners and musicians) who live and work at PEA and who do much outside the academy to contribute to the local arts scene. I am a regular contributor to local arts events, having given readings and performances at Water Street Books, The Word Barn, Exeter Town Hall, festivals in Swasey Parkway and in many other venues in and around town. I would welcome this opportunity to continue to help shape and nurture the arts in this capacity.

(Please see attached CV)

If this is re-appointment to a position, please list all training sessions you have attended relative to your appointed position.

N/A

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I certify that I am 18 years of age or older:

Signature: Todd Hearon Date: 11/16/20

To be completed by Select Board upon appointment:

Town Manager's Office

NOV 16 2020

Received

Date Appointed: _____ *Term Ending:* _____ *Full:* _____ *Alternate:* _____



Town of Exeter
Town Manager's Office
10 Front Street, Exeter, NH 03833

Interview
12/21/20 ✓
6:45pm

Statement of Interest Boards and Committee Membership

Committee Selection: Town of Exeter Arts and Culture Advisory Commission

New

Re-Appointment

Regular

Alternate

Name: Anthony Callendrello **Email:** acallendrello@comcast.net

Address: 28 Park Street, Exeter, NH 03833 **Phone:** (603) 512-9174

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (*resume can be attached*).

I have lived in Exeter since 1984 and raised two children here. I was the Chair of the Exeter Theater Company for four years (2010- 2014) and led a group that raised over \$200,000 in an attempt to purchase and restore the Ioka Theater as a working theater. I also worked with the Chamber of Commerce to attract a theater group to the Town Hall. I currently am retired but own a business in town, Vino e Vivo, a wine bar. In addition, my wife is a performer of the Irish harp who teaches and directs the New England Irish Harp Orchestra. I also currently serve on the Board of Directors of the Southern District YMCA.

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I certify that I am 18 years of age or older:

Signature: Anthony M. Callendrello Date: 10/15/2020

To be completed by Select Board upon appointment:

Date Appointed: _____ Term Ending: _____ Full: _____ Alternate: _____

Town Manager's Office

NOV 16 2020

Received



Town Manager's Office

NOV 18 2020

Received

Town of Exeter

Town Manager's Office
10 Front Street, Exeter, NH 03833

Statement of Interest Boards and Committee Membership

Committee Selection: Town of Exeter Arts and Culture Advisory Commission

New

Re-Appointment

Regular

Alternate

Name: Anthony Callendrello Email: acallendrello@comcast.net

Address: 28 Park Street, Exeter, NH 03833 Phone: (603) 512-9174

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (resume can be attached).

I have lived in Exeter since 1984 and raised two children here. I was the Chair of the Exeter Theater Company for four years (2010- 2014) and led a group that raised over \$200,000 in an attempt to purchase and restore the Ioka Theater as a working theater. I also worked with the Chamber of Commerce to attract a theater group to the Town Hall. I currently am retired but own a business in town, Vino e Vivo, a wine bar. In addition, my wife is a performer of the Irish harp who teaches and directs the New England Irish Harp Orchestra. I also currently serve on the Board of Directors of the Southern District YMCA.

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I certify that I am 18 years of age or older:

Signature: Date: 11/15/2020

To be completed by Select Board upon appointment:

Date Appointed: _____ Term Ending: _____ Full: _____ Alternate: _____



Town Manager's Office

Town of Exeter
Town Manager's Office
10 Front Street, Exeter, NH 03833

Interview
12/21/20 ✓
6:50 pm

NOV 25 2020

Statement of Interest Boards and Committee Membership

Received

Committee Selection: Arts & Culture

New

Re-pointment

Regular

Alternate

Name: Scott Ruffner Email: ScottRuffner@mac.com

Address: 11 Hall Place Exeter, NH Phone: 603-512-8396

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (resume can be attached).

I have a 30 year history in the arts & culture scene, both here in Exeter and throughout the region and other areas of the country, with hands on experience in event planning, festivals, concerts, gallery shows, craft markets, promotion, and various forms of advocacy.

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I certify that I am 18 years of age or older:

Signature: *Scott Ruffner* Date: 11-24-20

To be completed by Select Board upon appointment:

Date Appointed: _____ Term Ending: _____ Full: _____ Alternate: _____

Bid Award – Water/Sewer Chemicals



TOWN OF EXETER, NEW HAMPSHIRE

13 NEWFIELDS ROAD • EXETER, NH • 03833-3792 • (603) 773-6157 • FAX 772-1355

www.exeternh.gov

Memo

To: Russell Dean

From: Matthew Berube

CC: Jennifer Perry, Paul Roy, Stephen Dalton, Trisha Allen, Pam McElroy

Date: December 15, 2020

Re: Award of Chemical Bids for 2021

The Public Works Department has reviewed the bid results and recommends award to the following companies. The bid recommendations are as follows:

	Unit Price:	Projected Annual Total
Bid Item #1	Sodium Hypochlorite 15% solution	
To:	Harcros Chemicals, Inc	WTP-15,000 gal * \$1.09/gal= \$16,350
	Nashua, NH @ \$1.09/gal	
	(603) 880-0535	
Bid Item #2	Activated Carbon	
To:	George S Coyne Chemical Co., Inc.	4,000 lb * \$1.2045/lb = \$4,818
	Croydon, PA @ \$1.2045/lb	
	(215) 785-3000	
Bid Item #3	Potassium Permanganate	
To:	Marubeni America Corporation	3,960 lbs * \$1.63/lb = \$6,454.80
	Harrison, NY @ \$1.63/lb	
	(914) 428-8859	
Bid Item #4	Sodium Hydroxide	
To:	Univar Solutions USA	13,000 gal * \$0.7899/gal= \$10,268.70
	Morrisville, PA @ \$0.7899/gal	
	(215) 418-6990	

Minutes

**Select Board Meeting
Monday December 7, 2020
7 PM
Remotely via Zoom
Draft Minutes**

1. Call Meeting to Order

Members present: Julie Gilman, Molly Cowan, Lovey Roundtree Oliff, Daryl Browne, Niko Papakonstantis, and Russ Dean were present at this meeting.

The meeting was called to order by Mr. Papakonstantis at 7:04 PM. Mr. Papakonstantis read a statement:

As Chair of the Select Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 this public body is authorized to meet electronically.

Public notice of this meeting was posted on the town website and on the bulletin board of the town offices at 10 Front Street. As provided in that public notice, the public may access the meeting online and via phone.

Please note that all votes taken during this meeting shall be done by roll call vote. Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting and who that person is (son, daughter, spouse, etc...), which is required under the Right-to-Know law.

2. Board Interviews

- a. There were no interviews at this meeting.

3. Public Comment

4. Proclamations/Recognitions

Mr. Papakonstantis thanked Andy Swanson for dealing with an IT issue at the Town Offices.

5. Approval of Minutes

- a. Regular Meeting: November 23, 2020

MOTION: Ms. Cowan moved to accept the minutes of November 23, 2020 as submitted. Mr. Browne seconded. Ms. Gilman was not yet present so Ms. Cowan called the roll, and the motion passed 4-0.

6. Appointments

MOTION: Mr. Browne moved to appoint Conor Madison to the Conservation Commission, with a term to expire April 30, 2022. Ms. Oliff seconded. Ms. Gilman was not yet present so Ms. Cowan called the roll, and the motion passed 4-0.

MOTION: Ms. Oliff moved to appoint Adam Dumville to the Sustainability Advisory Committee, term to expire April 30, 2021. Mr. Browne seconded. Ms. Gilman was not yet present so Ms. Cowan called the roll, and the motion passed 4-0.

7. Discussion/Action Items

a. HB1129 - Town Counsel Walter Mitchell

Attorney Walter Mitchell said that the legislature has provided an option for an alternative to the traditional SB2 process for Deliberative Session and voting. The Select Board must decide whether to opt into this alternative process. There would be two informational meetings, starting around the normal date of Deliberative Session. The first session would be conducted by the Select Board to explain the articles on the warrant. Members of the public can watch and listen, but not comment. There's a seven day comment period, then another informational meeting at which the Select Board members discuss among themselves the input they've received and decide whether to amend any articles. The next step is voting, which is a drive-through process. There would be a regular ballot and an "alternative ballot" which asks the voters to approve the whole process. If they vote down the process, only the Operating Budget can pass. They can have a meeting to approve the Operating Budget only, or they can default to last year's budget. This is not the typical default budget process, which accommodates contractual increases; it's just last year's budget.

Mr. Papakonstantis asked if SAU 16 would allow them to use their facilities as the venue if they went with the usual session. Mr. Dean said Superintendent Ryan wants to hear the Board's thoughts. He [Mr. Dean] warned that they have a debt service payment on the Library that would not be included if the process approval failed. Mr. Papakonstantis pointed out that if they did drive-through voting, the town staff would be outside all day, and they should look at what accommodations the DPW could build or provide. Ms. Cowan suggested asking a Select Board member from Hopkinton about their drive-through voting process. Ms. Cowan asked how the voters would amend articles, and Attorney Mitchell said it's the Select Board only that makes amendments in this alternative process.

The Board generally agreed to get more feedback/information and discuss it again at the next meeting.

b. Budget Recommendations Committee Recap

Bob Kelly, the Chair of the Budget Recommendations Committee, discussed this year's budget process. The Departments dialed back on most budget requests, and they put almost all vehicle replacements on hold pending a system-wide vehicle replacement audit. There are new regulations in stormwater and sewer that require budget increases. The Salem Street area has been waiting for a water/sewer and stormwater upgrade for many years. The CIP Public Works Garage was requested several years ago; there have been some discussions about a new Public Safety complex, but that was not in the CIP this year.

Mr. Dean said the new tax bills just went out, and the rate was \$24.49. The town's share of the rate is up 20 cents. The Board will discuss the budget and any potential changes to it at the December 21st meeting.

c. COVID 19 Updates

Chief Wilking said NH is doing slightly better than national averages, but there is more than a 5% positivity rate. 7,000 NH residents tested positive in the last two weeks, 1880 of those in Rockingham County and 58 in Exeter. 197 total Exeter residents have tested positive. Exeter is doing well compared to neighboring communities. A vaccine is on the horizon; a vote may be taken this week on the State level so that the vaccine can be rolled out. There are somewhat conflicting accounts of the number of available vaccines in NH, but there should be a substantial amount. The first to get the vaccine would be frontline health care workers, those in long term care facilities, and first responders. They're looking at distributing it at SST. This week, they began testing all employees with the State's rapid test program, and all of the first tests were negative. Mr. Papakonstantis asked about the PPE supply, and Chief Wilking said they are doing well. They received 595 masks two weeks ago. The State's distribution of PPE has had no shortages.

Health Officer James Murray said that at the last meeting, they discussed updating the town mask ordinance following the passing of the State-level ordinance, and he did a draft. "Selectboard" was changed to "Select Board"; he removed the reference to NH not having a mask order; he also revised section 11 to include the State's exemption for the hearing impaired: *Any person who is deaf or hard of hearing, and any person while communicating with an individual who is deaf or hard of hearing or who has a disability, medical condition, or mental health condition that makes communication with that individual while wearing a mask or face covering difficult.* Finally, he changed the effective until date to January 15th.

Mr. Bisson said the Parks and Rec building is open, although their registration software is down. They discussed the proposed skating rink, but a rink is difficult to do correctly. They would have to get the correct system with a liner. They used to have a rink on Park Street Common, where they put down boards and flooded it, which used a lot of water. A NiceRink system is 50x80 for \$7,000, which is not full size. Ms. Roy said they used to work in a community with a rink, and there was vandalism, and litter would become frozen in the ice. They talked about doing it on the tennis or basketball courts which would be fenced in, but it's a lot of work. Because of the sizing, they either have to have multiple rinks or limit its use to children. It requires five days of freezing weather to get the ice to set before starting. It would be hard to pull it together this year. Strawberry Banke uses a refrigeration system. Mr. Browne asked about a plastic skating surface, and Mr. Bisson said it's very expensive, much more so than the rink with liner. Jackson Landing and Guilford have permanent rinks with a cement floor and roof, lessening maintenance issues.

Regarding the Department's IT issues, the webserver did not survive the crash and must be rebuilt, which is a five hour process. Rodents in the building ate the fiber

cables, so they had to order new parts. Mr. Bisson also discussed the Gunstock skiing program.

Mr. Dean listed the Covid 19 reimbursements the town has received. There has been \$362,525 from GOFER; a First Responder Grant of \$126,471; FEMA reimbursements of \$16,505; election reimbursements of \$5,647, with about \$30,000 more pending; and a CARES grant of \$18,176, for a total of \$529,324 in General Revenues. The EMS fund received a stimulus grant in the amount of \$25,623. The Rec Revolving Fund had revenue of \$19,000 for the summer childcare program. All funds to date equal \$573,947. The Town Clerk's office now up and running again. The employee's Covid case was very serious but she is now recovering.

8. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

Mr. Dean explained the abatement request for 155 Front Street: the property owner said she did not receive her first tax bill, and is asking for the interest to be waived, in the amount of \$144.96, although interest is continuing to accrue. If an account is delinquent, the town doesn't chase it down; it's the owner's responsibility to pay it. Ms. Oliff asked if they post notice on the town website that the bills have been sent, and Mr. Dean said yes. Mr. Papakonstantis added that the bills go out at the same time each year. Ms. Gilman said they should cut off the interest so it stops accruing. Mr. Dean said they can make it known that the tax bills should be paid before making abatement requests going forward. Mr. Papakonstantis said yes, paying it would show good faith.

MOTION: Ms. Oliff moved to deny the request for an interest waiver for 155 Front Street, as of November 25th. Mr. Browne seconded. Ms. Cowan voted nay. The motion passed 4-1 and the abatement was denied.

Mr. Dean explained the abatement request for 163 Water Street Unit C2: the new property owner thought the bill was rolled into the price of the property, and is asking that interest from the first half of the year be waived.

MOTION: Ms. Oliff moved to deny the request for interest waiver for 163 Water Street Unit C2 in the amount of \$137.75, cut off as of December 1st. Mr. Browne seconded. Ms. Cowan said they should be more lenient in their policy, it doesn't make sense to penalize people for small errors. Mr. Papakonstantis and Ms. Cowan voted nay. The motion passed 3-2 and the abatement was denied.

b. Permits & Approvals

Greg Bisson said Gale Park was completed in time for Veteran's Day. The project was designed with a metal border to secure the cobblestones, but after the installation it didn't look correct, so he had them remove it and redo the border at an extra cost of \$875. Also, because it's a high traffic area, they needed a police detail, at a cost of \$4,728.75. The construction lasted about 12 days.

MOTION: Ms. Cowan moved to approve spending \$875 from the Parks Improvement Fund for edging removal from the Gale Park pathway. Ms. Gilman seconded. In a roll call vote, all were in favor.

MOTION: Ms. Gilman moved to approve spending \$4,728.75 from the Parks Improvement Fund for a Police detail. Mr. Browne seconded. In a roll call vote, all were in favor

c. Town Manager's Report

- i. Mr. Dean said they are facing challenges with the server situation. They have a consultant coming in to do documentation of the incident. Andy Swanson has been working overtime. They're still trying to get everything back up and running.
- ii. Mr. Dean asked the Board if the Town Offices can close on Christmas Eve using employee leave time, as they've done in the past. The Board agreed.
- iii. The Holiday Decorating Committee did a great job downtown.
- iv. This year instead of the usual holiday drop-in event for town volunteers, they'd like to send out small gift cards for local businesses to Board, Committee, and Commission members. The Board agreed.
- v. They're collecting tax bills, which can now be paid online.
- vi. The Westside Drive project field work is complete, and the consultant is preparing conceptual design alternatives. The second public meeting is scheduled in March.
- vii. Regarding the Salem Street project, the consultant is preparing the 90% design documents.
- viii. Jay Perkins has made progress on the Kingston Road easement acquisition, and the DOT does think it can fit into their 2021 season.

d. Select Board Committee Reports

- i. Mr. Browne said the Communications Committee survey is out, and he encourages residents to fill it out.
- ii. Ms. Oliff had no updates. Friday is the Housing Committee.
- iii. Ms. Gilman has a Conservation Commission meeting tomorrow. There's an Energy Committee meeting next Wednesday with a presentation from Community Power on the electrical aggregation of communities. Tuesday of next week is a Heritage Committee meeting and Thursday is HDC.
- iv. Ms. Cowan had a Rec Advisory Committee meeting, where they talked about the Basketball league, but no decision was made. In Summer Camp planning, they're waiting on logistics from the State. At the Planning Board, they approved changes to the Downtown People's United Bank and other projects.
- v. Mr. Papakonstantis had a Sustainability Advisory Committee meeting, where they heard a brief update from Mr. Sharples about grants and initiatives.

e. Correspondence

- i. A memo about Hockey Rinks from Mr. Bisson
- ii. An email from the State about drought improvement, with a cautiously positive outlook. Mr. Dean said Ms. Perry saw the drought going into 2021, and suggested bringing her back for an update.
- iii. A notice from Pennichuck, which owns a community water system in town. When they set rates, they must notify the town. The town has no control over the rates, which are higher than the average town bill.
- iv. A letter from AIM about the town renewing its membership. They pay \$250/year. He will keep the membership up to date.
- v. An appeal for holiday donations from the Society of Saint Vincent De Paul.
- vi. A thank you letter from Family Promise of Seacoast New Hampshire for the town's \$750 donation.
- vii. A notice from the Rochester ZBA that Exeter is within 20 miles of a proposed communications facility. Mr. Dean said they're not really an abutter; even though it's within 20 miles, they probably can't see it or have an interest.

9. Review Board Calendar

The next meetings are December 21st, January 4th, and January 11th.

10. Non-Public Session

MOTION: Ms. Cowan moved to enter into non-public session per RSA 91A:3II(a)(c), personnel and reputation. Mr. Browne seconded. By a roll call vote, all were in favor, and the meeting went into non-public at 9:05 PM.

11. Adjournment – The Board emerged from non public session.at 9:48 pm. Selectwoman Gilman moved to seal the minutes of the non public session until unsealed. Selectwoman Cowan seconded. Motion carries by roll call vote with all voting aye. Selectwoman Gilman moved to adjourn, seconded by Selectman Browne. Vote is taken and by roll call vote all vote in the affirmative, motion carries 5-0. The Board is adjourned.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Mask Ordinance Updates

Memo

To: Russ Dean (Town Manager) and Selectboard
From: James Murray (Health Officer)
Date: 24-NOV-20
Re: Mask Ordinance Update

On the November 23, 2020 meeting of the Town of Exeter Selectboard, there was a discussion about updating the Town's current Emergency Ordinance for the Wearing of Face Coverings. During this discussion, I was asked to provide an updated draft to reflect changes I recommend to the ordinance based on the passing of a similar State-wide mandate. At this time, I recommend the following changes:

Remove the statement: "WHEREAS, every New England state with the exception of New Hampshire has adopted and implemented a comprehensive mask order; and" due to the fact that this statement is now untrue.

Revise Item #11 to read as follows: "11. A face covering is not required for any person who is deaf or hard of hearing, and any person while communicating with an individual who is deaf or hard of hearing or who has a disability, medical condition, or mental health condition that makes communication with that individual while wearing a mask or face covering difficult." – this is the language used in the State's mask mandate. I recommend this change as the language is much more inclusive, reaches a larger audience in need of exemption, and meets the intent of the original item with better language.

I recommend that this revised ordinance continue in effect until January 15, 2021, which is the current expiration of the State's mandate. I further recommend that our ordinance's expiration coincide with the State's as to make it easier to terminate should the Selectboard feel there is no longer a need for it. If the need is still present after the termination of the State mandate, we can then adjust the language again from the recommended removal of the "WHEREAS" statement above to reflect the situation at that time.

Very Respectfully,

James Murray

FY21 Budget Calendar – HB1129 Further Discussion

Temporary Optional Town Meeting Procedures—HB 1129

This year, the legislature has offered us a very interesting Covid-19 alternative to holding an in-person town meeting. Towns (both SB 2 and traditional town meeting) that do not wish to hold in-person annual meetings in 2021 due to Covid-19 may conduct virtual meetings in accordance with this section, at the option of the board of selectmen. Below we have described the details—please let us know if you have questions or would like to discuss pros and cons.

It remains legal to hold an in person town meeting just as you have every other year.

If you choose the virtual meeting, the process is as follows:

I. The selectmen host a live virtual meeting and information session, during which the proposed optional town meeting procedures shall first be outlined and then the warrant articles discussed. There is no provision at this meeting for discussion or debate by others. There is no statutory guidance as to when this must be held. At least 7 days prior to this informational session, notice shall be mailed to all registered voters describing the procedures to be followed for conducting an annual meeting pursuant to this section. After the live, virtual meeting is adjourned, questions and comments from the public shall be solicited and received via electronic mail, voice mail, text message, or by other electronic means. There is no guidance for how to do this or to keep track of the comments. We recommend setting up a designated e-mail address where voters can send comments and making this information available both at the virtual meeting, on the notice sent to the voters before the virtual meeting, and on the town's website.

II. Within 7 days of the information session, the selectmen must hold a second live virtual meeting to consider and address comments received from the public. There is no guidance as to what "consider and address" means, but we recommend discussing each comment received. To the extent that multiple, similar comments are received, they can be grouped for discussion. The selectmen shall then discuss, debate, and be permitted to amend the posted warrant. There is no opportunity for voters to directly amend the warrant articles. The final warrant, as amended, shall then be made available electronically for printing by voters to be brought to the voting session, which shall be scheduled for a date and time to be determined by the selectmen. Again, no guidance is provided as to when this shall take place, but we recommend holding it on the date and time you would normally hold your voting session, or the Saturday after that usual date.

III. Whether your town normally holds an SB2 or traditional town meeting, voting on final warrant articles shall be by secret ballot cast by voters through drive-up procedures to ensure appropriate social distancing. An official ballot will be printed for the election of officers and other items that are required to be placed on the official ballot ("the initial ballot"). All other warrant articles will be printed on a separate ballot ("the alternative ballot"). There is no guidance as to how this drive-up voting is supposed to work, in terms of checking in the voters, providing a place for them to vote, and providing a

place to deliver the ballots. A parking lot is probably the best option. Set up a voter check-in at the designated entrance; allow people to fill out their ballots in their cars; set up a ballot drop box at the designated exit. Of course, you will need to coordinate this with your supervisors of the checklist and your moderator.

IV. The first article on the alternative ballot must ask whether voters approve the optional meeting procedures. If the optional procedures are not approved by a simple majority, all other warrant articles on the alternative ballot shall be deemed disapproved. However, items on the initial ballot will still be effective. If the optional voting procedures are approved, then all other votes on warrant articles on the alternative ballot shall be deemed to be the final action of the meeting. However, if the operating budget warrant article is not approved, the governing body may vote to either:

- (a) Convene a meeting before September 1 to adopt an operating budget; or
- (b) Elect to deem that the meeting has adopted the previous year's operating budget article*, not including separate warrant articles.

***CAUTION:** When this legislation refers to "the previous year's operating budget," that is not necessarily the same as the Default Budget as defined in RSA 40:13 It may be lower.



NHMA Guidance on 2021 Annual Meeting*

December 4, 2020

*This guidance is subject to further update, clarification, and supplemental material. Please visit NHMA's COVID-19 webpage to ensure you are reading the most recent version of our guidance and any supplemental information that may be available.

HB 1129: "Drive-Thru Voting"

In order to afford local governments the option of holding a virtual annual meeting in 2021, the Legislature adopted [HB 1129](#) (2020 N.H. Laws Chapter 8). The Temporary Optional Town Meeting Procedures of HB 1129, Paragraph 8:3, are set forth at length below, and may be used for either SB2 or "traditional" annual meetings.

The governing body of a town, school district or village district may elect to convene the annual meeting to approve the posted warrant through a two (2) step process. Where that decision is going to be made after the warrant has been posted, and thus the town meeting has been scheduled, the moderator should make a determination under 40:4 that an "emergency" (Covid-19) has "render[ed] use of the meeting location unsafe," and the select board would then exercise the option to conduct a virtual meeting as permitted by HB 1129. All procedures that would normally precede posting of the annual meeting warrant would still be followed as prescribed in RSA chapter 39, RSA chapter 40, RSA chapter 52, RSA chapter 194. When the governing body undertakes to employ HB 1129 to conduct the annual meeting virtually, the regular municipal legal counsel should be consulted.

Step 1: First, the governing body must hold two (2) live virtual meetings to inform the voters about the proposed optional meeting procedures, discuss the warrant articles and finalize the warrant content.

Before the first virtual information session is held the governing body shall mail notice to all registered voters at least seven (7) days prior to that first session providing the date and time of the meeting and the virtual meeting access information. This means that each voter shall receive an individually addressed piece of mail, regardless of the number of voters at each address location. The notice must also describe the procedures to be followed for conducting the annual meeting under provisions of HB 1129. The notice will also inform voters that a second virtual meeting will be held by the governing body seven days later. This first information session would be a review of the warrant, article by article. During the first information session, the proposed optional town or school district meeting procedures must also be outlined. The first information session will be conducted by the governing body chairperson or by the moderator. It would be optional whether the first information session would be interactive with members of the public offering comment via online means.

After the first virtual meeting is adjourned, questions and comments from the public shall be solicited and received via electronic mail, voice mail, text message, or by other electronic means. Comments are not restricted to registered voters, but of course the governing body can decide how much weight to give to comments from non-voters.

Within seven (7) days of the first information session, the governing body shall hold another live virtual meeting to consider and address comments received from the public after the first session. At that meeting the governing body shall discuss, debate, and be permitted to amend the posted warrant. This delegates to the governing body the sole authority to put the warrant in final form. Like the first information session, this second virtual meeting could either be conducted by the chair of the governing body or by the moderator. It would also be optional whether the second information session would be interactive with the public participating via online means.

Step 2: Second, after the last information session the governing body would make the final warrant available electronically for printing by voters to be brought to the voting session. The final warrant that is provided electronically would be in the nature of a sample ballot. The actual ballot to be used for voting purposes would only be provided to each voter at the drive-up voting session. Although HB 1129 permits the governing body to schedule the date and time of the voting session, ideally the date of the voting session should comply with the date prescribed as the Official Ballot Voting Day as defined in RSA 652:16-g. Therefore, it is recommended that the drive-up voting session for a traditional town or school district meeting would be March 9, 2021 or May 11, 2021. For an SB 2 town or district the drive-up voting session would be on March 9, 2021, April 13, 2021, or May 11, 2021. However, in a town where town elections and school district elections are coordinated, it will be necessary for the town and school district to cooperate, and this may require the drive-up voting session to be held on a different day, especially if the school district is using HB 1129 and the town is not, or vice versa.

Voting on final warrant articles shall be by secret ballot cast by voters through drive-up procedures to ensure appropriate social distancing. For SB 2 municipalities and districts, voting by official ballot for the election of officers and for voting on all warrant articles will proceed as provided in RSA 40:13. In a traditional town or district meeting municipality, an official ballot will be printed for the election of officers and other items that are required to be placed on the official ballot. All other warrant articles will be printed on a separate ballot ("the alternative ballot").

The first article on the SB 2 Official ballot or the alternative ballot shall ask whether voters approve the optional meeting procedures. If the optional procedures are not approved by a simple majority, all other warrant articles shall be deemed disapproved. However, the election of officers and action on other items on the initial ballot will be effective. (Because of an ambiguity in the bill, if an SB 2 town or district does not approve the optional procedures, there is some uncertainty about whether the election of officers would be deemed effective.) If the optional voting procedures are approved, then all other votes on warrant articles shall be deemed the final action of the meeting, provided that if the operating budget warrant article is not approved, the governing body may vote to:

- (a) Convene a meeting before September 1 to adopt an operating budget; or
- (b) Elect to deem that the meeting has adopted the previous year's operating budget article, not including separate warrant articles.

Municipalities or school districts that will be voting on bond articles under the provisions of RSA 33:8 and RSA 33:8-a should plan to consult your bond counsel or the Municipal Bond Bank for any additional procedures that should be followed.

***This guidance is subject to further update, clarification, and supplemental material. Please visit NHMA's COVID-19 webpage to ensure you are reading the most recent version of our guidance and any supplemental information that may be available.**

In-Person Annual Meetings & Masks

For those towns that do hold in person deliberative or business sessions, NHMA interprets EO #74 to apply to those meetings, and persons attending those meetings who cannot consistently maintain a physical distance of at least six feet from persons outside their household must wear a mask or cloth face covering over their noses and mouths. Local officials should review [NHMA's guidance on EO#74](#).

Other Voting-Related Issues

NHMA is pursuing clarification on several other town meeting and election issues. We will keep you updated, and we will also update this guidance if additional clarification or orders/guidance from the state becomes available.

HB 1129- 8:3 Temporary Optional Town Meeting Procedures; State of Emergency. Towns, village districts, and school districts that are unable to hold in-person annual meetings in 2020 or 2021 due to novel coronavirus disease (Covid-19) may conduct virtual meetings in accordance with this section. At the option of the governing body, the town or school district meeting may be convened and proceed to approve the posted 2020 or 2021 warrant in the following fashion:

I. The governing body shall host a live virtual meeting and information session, during which the proposed optional town or school district meeting procedures shall be outlined and warrant articles discussed. At least 7 days prior to this informational session, notice shall be mailed to all registered voters describing the procedures to be followed for conducting an annual meeting pursuant to this section. After the live, virtual meeting is adjourned, questions and comments from the public shall be solicited and received via electronic mail, voice mail, text message, or by other electronic means.

II. Within 7 days of the information session, the governing body shall hold another live virtual meeting to consider and address comments received from the public. The governing body shall then discuss, debate, and be permitted to amend the posted warrant. The final warrant, as amended, shall then be made available electronically for printing by voters to be brought to the voting session, which shall be scheduled for a date and time to be determined by the governing body.

III. Voting on final warrant articles shall be by secret ballot cast by voters through drive-up procedures to ensure appropriate social distancing. In a town or district that uses the official ballot for the election of officers and has not yet held its town or district election, an official ballot will be printed for the election of officers and other items that are required to be placed on the official ballot. All other warrant articles will be printed on a separate ballot ("the alternative ballot").

IV. The first article on the alternative ballot shall ask whether voters approve these optional meeting procedures. If the optional procedures are not approved by a simple majority, all other warrant articles shall be deemed disapproved. However, the election of officers and action on other items on the initial ballot will be effective. If the optional voting procedures are approved, then all other votes on warrant articles shall be deemed the final action of the meeting, provided that if the operating budget warrant article is not approved, the governing body may vote to:

- (a) Convene a meeting before September 1 to adopt an operating budget; or
- (b) Elect to deem that the meeting has adopted the previous year's operating budget article, not including separate warrant articles.

V. In a town or district using the official ballot referendum (SB 2) form of annual meeting that has held its deliberative session but has not yet held its official ballot voting sessions, the governing body may choose to use the drive up procedures in paragraph III for the official ballot voting session, and paragraphs I and II shall not apply.

*This guidance is subject to further update, clarification, and supplemental material. Please visit NHMA's COVID-19 webpage to ensure you are reading the most recent version of our guidance and any supplemental information that may be available.



**Important Dates for Local Officials
2021 SB2 MARCH TOWN MEETING CALENDAR**

NOVEMBER 2020

Monday, November 9, 2020

First day to accept petitions to amend zoning ordinance, historic district ordinance or building code for consideration at the 2021 town meeting. [RSA 675:4; 40:13, VII]

DECEMBER 2020

Tuesday, December 1, 2020

Last day for voters to present application to select board to call special town meeting prior to annual meeting if your deliberative session is held on the first Saturday. Petition must be received no later than 60 days before the next annual meeting, so deadline depends on date of First Session. Number of petitioners required depends on size of town. [RSA 39:3; 40:13, III]

Wednesday, December 9, 2020

Last day to accept petitions to amend zoning ordinance, historic district ordinance or building code for consideration at the March 9, 2021 town meeting. [RSA 675:4; 40:13, VII]

Wednesday, December 30, 2020

Last day to post and publish notice for first hearing on January 11 for proposed adoption or amendment of zoning ordinance, historic district ordinance or building code if a second hearing is anticipated. [RSA 675:3, :7]

JANUARY 2021

Friday, January 8, 2021

Last day for voters to petition select board to include an article in the warrant proposing a bond governed by RSA 33:8-a. [RSA 40:13, II-a(b)]

Friday, January 8, 2021

Last day for governing body to vote to extend polling hours at March 9 elections. [RSA 659:4-a, IV]. (Reduction of polling hours requires vote of legislative body.)

Monday, January 11, 2021

Last day to hold first public hearing by Planning Board on proposed adoption or amendment of zoning ordinance, historic district ordinance or building code if a second public hearing is anticipated, since final proposal must be included in warrant and posted by January 25. [RSA 675:3] (See note for January 25. It is strongly recommended that first hearing be held before this date.)



**Important Dates for Local Officials
2021 SB2 MARCH TOWN MEETING CALENDAR**

Tuesday, January 12, 2021

Last day for select board to publish notice of time, place and subject of public hearing on bond or note issue over \$100,000. Hearing must be held at least 15 days but not more than 60 days before First Session. [RSA 40:13, II-a(a); 33:8-a, I]

Tuesday, January 12, 2021

Last day for giving notice of January 19 public hearing on annual budget. [RSA 32:5, I; 40:13, II-a (a)]

Tuesday, January 12, 2021

Last day for voters to petition select board to include an article in the town meeting warrant, provided that if a petitioned article proposes a bond governed by RSA 33:8-a, the deadline is the preceding Friday, January 8. [RSA 39:3; 40:13, II-a(b)]

Tuesday, January 12, 2021

Budget submission date for collective bargaining. Last day to finalize collective bargaining agreement "cost items" for submission to annual meeting. [RSA 40:13, II-a (b); 273-A:1, III]

Tuesday, January 12, 2021

Last day to publish notice of January 19 session for correction of the checklist (required on day before opening of candidate filing period). Notice must be posted in 2 appropriate places one of which shall be the town's Internet website, if such exists, or shall be published in a newspaper of general circulation at least 7 days prior to the session. [RSA 654:27; 669:5]

Thursday, January 14, 2021

Last day to post and publish notice for last hearing on January 25 for proposed adoption or amendment of zoning ordinance, historic district ordinance or building code. Notice of the time of place of each hearing must be given 10 days prior to the hearing, not including the day notice is posted or the day of the hearing. [RSA 675:7.]

Saturday, January 16, 2021

Last day to notify affected landowners if town meeting warrant contains an article to discontinue a highway if the First Session is to be held on January 30. Notice must be given no later than 14 days before First Session. [RSA 231:43; 40:13, III]

Tuesday, January 19, 2021

Last day to hold public hearing on annual budget. [RSA 32:5, I and V; 40:13, II-a (c)]

Tuesday, January 19, 2021

Last day to hold public hearing on bond or note issue over \$100,000. Hearing can be held no earlier than 60 days before First Session. [RSA 33:8-a, I; 40:13, II-a (c)]



Important Dates for Local Officials 2021 SB2 MARCH TOWN MEETING CALENDAR

Tuesday, January 19, 2021

Supervisors must hold a session from 7 to 7:30 p.m. to correct the checklist on day before opening of candidate filing period. [RSA 669:5; 654:27]

Wednesday, January 20, 2021

First day for candidates in towns with non-partisan official ballot system to file declarations of candidacy with town clerk. [RSA 669:19; 652:20; 40:13, VII]

Thursday, January 21, 2021

Last day for the official budget committee (if adopted in the town) to deliver copies of the final budget and recommendations to the governing body. [RSA 32:16, IV; 40:13, II-a(c)]

Monday, January 25, 2021

Last day for planning board to hold final public hearing on adoption or amendment of zoning ordinance, historic district ordinance or building code, because any proposed ordinance or amendment must be included in warrant, which must be posted today. **[NOTE: For this reason, it is strongly recommended that the final hearing be held before this date.]** Planning board must also determine final form. An official copy of any final proposal must be placed on file in the town clerk's office not later than the fifth Tuesday before town meeting (town meeting is March 9 fifth Tuesday before is February 2). [RSA 675:3]

Monday, January 25, 2021

Last day for select board to post warrant and budget at all polling places and at clerk's office or town hall. Warrant shall state place, day and hour for each of the two separate sessions. For the Second Session, the warrant shall also state the hour of the election, hour polls open and close, and which items are to be voted on by ballot. [RSA 40:13, II and II-a (d)]

Friday, January 29, 2021

Last day for filing declaration of candidacy with town clerk in towns with non-partisan official ballot system. Town clerk's office must be open at least from 3 to 5 p.m. [RSA 669:19; 652:20; 40:13, VII]

Friday, January 29, 2021

Last day for party caucus to nominate candidates for town office in towns using partisan system. [RSA 669:39; 40:13, VII]

Saturday, January 30, 2021

Earliest date to hold First Session of town meeting. Governing body sets date. [RSA 40:13, III]

FEBRUARY 2021



Important Dates for Local Officials
2021 SB2 MARCH TOWN MEETING CALENDAR

Tuesday, February 2, 2021

Last day for official copy of final proposal to adopt or amend zoning ordinance, historic district ordinance or building code to be placed on file at town clerk's office. [RSA 675:3, V.] (See entry for January 25 above—must be ready by that date.)

Saturday, February 6, 2021

Last day to hold First Session of town meeting. [RSA 40:13, III]

Saturday, February 20, 2021

Last day to publish notice, in a newspaper of general circulation in the town, of February 27 session for checklist correction. Notice must be posted in 2 appropriate places one of which shall be the town's Internet website, if such exists, or shall be published in a newspaper of general circulation at least 7 days prior to the session. [RSA 654:27; 669:5; 40:13, VII]

Monday, February 22, 2021

Last day to hold public hearing on question of establishing a special revenue fund. Hearing must be held at least 15 but not more than 30 days prior to meeting where question will be voted on. Notice of the hearing shall be posted in at least 2 public places and published in a newspaper at least 7 days before the hearing. [RSA 31:95-d, I (b)]

Saturday, February 27, 2021

Supervisors to hold session for correction of checklist for Second Session of annual meeting for no fewer than 30 minutes. No corrections or additions may be made after this session until election day, except as provided in RSA 659:12. [RSA 654:27; 654:28; 669:5; 40:13, II-d, VII]

Saturday, February 27, 2021

Last day for town clerk to accept voter registration applications for Second Session of annual meeting. (Voters may register on election day for all town, city, school district and village district elections.) [RSA 654:8; 40:13, VII; 654:27]

Saturday, February 27, 2021

Reports of transfer, death and removal of names to be acted on by supervisor of the checklist. [RSA 654:27; 654:36-:37; 654:44]

MARCH 2021

Tuesday, March 2, 2021

Annual town report with final budget and ballot questions must be available today. [RSA 40:13, II]

Tuesday, March 2, 2021

Last day to submit zoning ordinance protest petition to require 2/3 vote at town meeting. [RSA 675:5; 40:13, VII]



Important Dates for Local Officials 2021 SB2 MARCH TOWN MEETING CALENDAR

Monday, March 8, 2021

The town clerk's office shall be open to receive applications for absentee ballots, to provide voters the opportunity to complete absentee ballots, and to receive returned ballots on the Monday immediately prior to an election at a minimum from 3:00 p.m. to 5:00 p.m. The clerk may designate a deputy clerk or assistant to provide this service, provided the individual has taken the oath of office and has been trained in the requirements for using an absentee ballot and the procedures for issuing and receiving absentee ballots. [RSA 657:1, II (c)]

Tuesday, March 9, 2021

Last day for town clerk to accept completed absentee ballots; clerk, or clerk's designee, must be available at least between 3 and 5 p.m. No absentee ballots may be accepted after 5 p.m. [RSA 669:29; 657:22; 652:20; 40:13, VII]

Tuesday, March 9, 2021

Second Session of annual meeting to elect officers, to vote on all questions required by law to be on official ballot, and to vote on all warrant articles from First Session of annual meeting. Voters may register at the polls. [RSA 40:13, VII; 654:7-a]. If new tax collector is elected or appointed, select board audits accounts and issues a new warrant. [RSA 41:36] Votes taken at the second session shall not be reconsidered [RSA 40:13, XV]

Friday, March 12, 2021

Last day for any person for whom a vote was cast to apply to town clerk for a recount (to be conducted not earlier than 5 nor later than 10 days after receipt of the application). Town clerk must be available at least between 3 and 5 p.m. to receive application, and must provide at least 3 days' notice of recount date to candidates for that office. [RSA 669:30-:31; 652:20]

Monday, March 15, 2021

Select board must appoint town treasurer by today if annual meeting fails either to elect one or to vote to authorize the appointment rather than the election of the treasurer. [RSA 41:27; 41:26-e]

Tuesday, March 16, 2021

Last day for 10 voters of a town to petition clerk to recount ballots on any question printed on official ballot. [RSA 40:4-c]

Friday, March 19, 2021

Town clerk to forward to select board and treasurer certified copy of any vote to transfer surplus to capital reserve funds within 10 days of such vote. Surplus must be transferred by treasurer to trustees of trust funds immediately after receipt of order of select board. [RSA 35:11]

Monday, March 29, 2021



**Important Dates for Local Officials
2021 SB2 MARCH TOWN MEETING CALENDAR**

Town clerk must report names and addresses of all town officers to commissioner of revenue administration after annual election. There is an ongoing duty to report changes as they occur. [RSA 41:19; Rev 1707.13]

Monday, March 29, 2021

Minutes and various reports must be filed with the Department of Revenue Administration within 20 days after the close of town meeting. [RSA 21-J:34]

APRIL 2021

Thursday, April 1, 2021

Town clerk to send 2 copies of town report to State Library and 1 copy of town report to UNH Library within 30 days. [RSA 41:22; 201-A:18]

Thursday, April 8, 2021

Within 30 days after town meeting, town clerk to report on town library to assistant state librarian. [RSA 41:20]

Thursday, April 8, 2021

Appointed municipal budget committee members must be named within 30 days after town meeting. [RSA 32:15, II]

MAY 2021

Saturday, May 8, 2021

Ballots and absentee voting materials for election of town officers at town meeting may be destroyed by the town clerk until the contest is settled and all appeals have expired or at least 60 days after the election, whichever is longer. [RSA 657:16; 657:22; 659:100–101; 669:25; 33-A:3-a]

FY21 Budget & Warrant Articles

Legal Notice
NOTICE OF PUBLIC HEARING
TOWN OF EXETER 2021 BONDS

The Exeter Select Board hereby gives notice of a public hearing pursuant to RSA 33:8-a on the following projects requiring bonds and notes as part of the fiscal year 2021 town warrant:

1. Salem Street Area Water, Sewer, Drainage, Road Improvements and Utility Replacements, \$5,530,000; (Water, Sewer, General Funds)
2. Groundwater Source Development, \$1,000,000 (Water Funds)
3. Wastewater Lagoon Sludge Removal, \$2,600,000 (Sewer Funds)

The public hearing will be held on Tuesday, January 19th, 2021 commencing at 7:00 p.m. on Zoom. The public is encouraged to attend virtually. This meeting is being held virtually in accordance with the Governor's Emergency Orders related to COVID-19.

Dated: December 18th, 2020

Exeter Select Board
Niko Papakonstantis, Chair

Legal Notice
NOTICE OF PUBLIC HEARING
TOWN OF EXETER 2021 OPERATING BUDGET

The Exeter Select Board hereby gives notice of a public hearing on the Town of Exeter Fiscal Year 2021 operating budget and all financial and other warrant articles on Tuesday, January 19th, 2021, at 7:00 p.m., on Zoom. This hearing is held pursuant to RSA 32:5 and RSA 40:13 and will be held virtually in accordance with the Governor's Emergency Orders regarding COVID-19.

Dated: December 18th, 2021

Exeter Select Board
Niko Papakonstantis, Chair

Town of Exeter								
2021 BRC Budget Summary								
Version #2 Updated: 11/17/20								
	2019	2020	2020 Actual	2021 Prelim	2021 BRC	2021 BRC	2021 BRC	2021 BRC
DEPARTMENT	Actual	Budget	Expenses as of 09/30/20	Budget	Budget	Budget vs. 2020 Budget \$ Increase/-(Decrease)	Budget vs. 2020 Budget % Difference	Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)
General Fund Appropriations								
General Government								
Select Board	24,090	22,981	15,308	21,981	20,681	(2,300)	-10.01%	(1,300)
Town Manager	225,546	244,451	188,826	247,936	254,976	10,525	4.31%	7,040
Human Resources	101,753	150,748	70,628	124,365	132,735	(18,013)	-11.95%	8,369
Transportation	-	1	-	1	1	-	0.00%	-
Legal	80,370	80,000	61,159	80,000	80,000	-	0.00%	-
Information Technology	227,985	254,861	145,855	255,169	254,969	108	0.04%	(201)
Trustees of Trust Funds	891	891	891	891	891	-	0.00%	-
Town Moderator	189	1,319	673	754	754	(565)	-42.86%	-
Town Clerk	331,975	353,739	264,603	363,752	363,956	10,217	2.89%	204
Elections/Registration	9,715	30,601	21,356	12,058	12,058	(18,543)	-60.60%	-
Total General Government	1,002,513	1,139,592	769,298	1,106,907	1,121,020	(18,572)	-1.63%	14,113
Finance								
Finance/Accounting	303,802	329,674	251,914	339,352	338,957	9,283	2.82%	(395)
Treasurer	9,536	9,792	7,207	9,792	9,792	-	0.00%	-
Tax Collection	100,529	115,812	74,649	109,322	108,358	(7,454)	-6.44%	(964)
Assessing	222,443	253,610	194,808	235,361	234,994	(18,616)	-7.34%	(367)
Total Finance	636,310	708,888	528,578	693,827	692,102	(16,787)	-2.37%	(1,725)
Planning & Building								
Planning	253,384	275,873	186,536	270,636	270,534	(5,339)	-1.94%	(102)
Economic Development	139,816	151,341	107,163	146,903	147,302	(4,039)	-2.67%	399
Inspections/Code Enforcement	254,764	265,855	183,807	271,374	271,392	5,536	2.08%	18
Conservation Commission	8,659	10,039	1,349	10,039	10,039	-	0.00%	-
Zoning Board of Adjustment	4,295	4,326	2,426	4,326	4,326	-	0.00%	-
Historic District Commission	23,351	11,825	365	11,825	2,825	(9,000)	-76.11%	(9,000)
Heritage Commission	988	892	145	893	893	1	0.11%	-
Total Planning & Building	685,257	720,151	481,791	715,996	707,311	(12,840)	-1.78%	(8,685)
Public Safety								
Police	2,752,267	3,325,944	2,335,850	3,338,240	3,359,779	33,835	1.02%	21,539
Fire	3,620,553	3,851,911	2,655,098	3,897,880	3,894,914	43,002	1.12%	(2,966)
Communications	370,605	417,082	250,252	397,480	398,386	(18,696)	-4.48%	906
Health	130,373	135,010	102,421	119,196	119,196	(15,815)	-11.71%	-
Total Public Safety	6,873,798	7,729,948	5,343,621	7,752,796	7,772,275	42,327	0.55%	19,479
Public Works - General Fund								
Administration & Engineering	373,485	412,348	273,390	405,490	405,359	(6,989)	-1.69%	(131)
Highways & Streets	1,956,218	2,112,946	1,342,518	2,012,671	2,017,597	(95,349)	-4.51%	4,926
Snow Removal	465,091	334,555	170,824	311,190	311,190	(23,365)	-6.98%	-
Solid Waste Disposal	1,278,475	1,304,764	833,044	1,379,885	1,388,385	83,621	6.41%	8,500
Street Lights	181,015	170,340	111,633	169,000	169,000	(1,340)	-0.79%	-
Stormwater	47,136	60,000	150	54,000	54,000	(6,000)	-10.00%	-
Total Public Works - General Fund	4,301,421	4,394,953	2,731,559	4,332,235	4,345,531	(49,422)	-1.12%	13,295
Maintenance								
General	497,447	527,219	331,404	556,395	548,185	20,966	3.98%	(8,210)
Town Buildings	270,917	289,424	180,179	303,451	293,445	4,021	1.39%	(10,006)
Maintenance Projects	71,675	100,000	-	100,000	100,000	-	0.00%	-
Mechanics/Garage	187,361	273,496	136,359	271,345	273,034	(462)	-0.17%	1,689
Total Maintenance	1,027,400	1,190,139	647,942	1,231,191	1,214,664	24,525	2.06%	(16,527)
Welfare & Human Services								
Welfare	73,915	73,052	56,281	73,120	73,120	68	0.09%	-
Human Services	106,625	103,805	63,501	106,720	106,720	2,915	2.81%	-
Total Welfare & Human Services	180,540	176,857	119,782	179,840	179,840	2,983	1.69%	-
Parks & Recreation								
Recreation	313,485	344,410	255,725	356,532	357,313	12,903	3.75%	781
Parks	218,467	218,182	153,828	222,121	222,863	4,681	2.15%	742
Total Parks & Recreation	531,952	562,592	409,553	578,653	580,176	17,584	3.13%	1,523
Other Culture/Recreation								
Other Culture/Recreation	17,009	17,000	5,774	17,000	17,000	-	0.00%	-

Town of Exeter								
2021 BRC Budget Summary								
Version #2 Updated: 11/17/20								
DEPARTMENT	2019 Actual	2020 Budget	2020 Actual Expenses as of 09/30/20	2021 Prelim Budget	2021 BRC Budget	2021 BRC Budget vs. 2020 Budget \$ Increase/(Decrease)	2021 BRC Budget vs. 2020 Budget % Difference	2021 BRC Budget vs. 2021 Prelim Budget \$ Increase/(Decrease)
Special Events	14,892	15,000	1,732	15,000	15,000	-	0.00%	-
Total Other Culture/Recreation	31,901	32,000	7,506	32,000	32,000	-	0.00%	-
Public Library								
Library	1,024,921	1,032,885	775,844	1,079,371	1,081,267	48,382	4.68%	1,896
Total Library	1,024,921	1,032,885	775,844	1,079,371	1,081,267	48,382	4.68%	1,896
Debt Service & Capital								
Debt Service	1,042,757	1,055,140	1,050,615	1,374,215	1,374,215	319,075	30.24%	-
Vehicle Replacement/Lease	512,646	416,907	297,026	396,615	396,615	(20,293)	-4.87%	-
Misc. Expense	4,339	4	2,936	4	4	-	0.00%	-
Cemeteries	-	1	-	1	1	-	0.00%	-
Capital Outlay - Other	44,121	4,251	13,111	4,251	4,251	-	0.00%	-
Total Debt Service & Capital	1,603,864	1,476,303	1,363,688	1,775,086	1,775,086	298,783	20.24%	-
Benefits & Taxes								
Health Insurance Buyout/Sick Leave/Flex Spending	212,766	161,552	224,499	153,592	154,788	(6,764)	-4.19%	1,196
Insurance Reserves	-	-	-	121,220	-	-	-	(121,220)
Unemployment	3,456	2,897	2,897	2,897	2,897	-	0.00%	-
Worker's Compensation	121,787	213,402	213,402	216,299	236,198	22,796	10.68%	19,899
Insurance	71,769	63,379	61,378	63,379	69,424	6,045	9.54%	6,045
Total Benefits & Taxes	409,778	441,230	502,176	557,387	463,307	22,077	5.00%	(94,080)
Total GF Operating Budget	18,309,655	19,605,537	13,681,339	20,035,290	19,964,579	359,042	1.83%	(70,711)
Other Appropriations - Warrant Articles								
Sidewalk Program	-	60,000	60,000	-	-	(60,000)	-	-
Snow/Ice Deficit Fund	-	50,000	50,000	50,000	50,000	-	-	-
Sick Leave Expendable Trust Fund	-	100,000	100,000	100,000	100,000	-	-	-
Cemetery Capital Reserve Fund	14,000	-	-	-	-	-	-	-
ADA Accessibility CRF	10,500	-	7,700	-	-	-	-	-
Parks & Rec CRF	42,741	100,000	41,350	100,000	100,000	-	-	-
Dispatch Communication upgrade	99,186	-	-	-	-	-	-	-
Public Safety Study	30,753	-	-	-	-	-	-	-
Pickpocket Dam Reclassification	20,254	110,000	11,416	-	-	(110,000)	-	-
Great Bridge Deficit Funding	173,774	-	-	-	-	-	-	-
Swasey Parkway Maint Fund	24,000	-	-	-	-	-	-	-
LED Streetlight Repl	184,028	-	-	-	-	-	-	-
Town wide Vehicle Replacements	-	147,872	-	-	-	(147,872)	-	-
Conservation Fund Appropriation	-	50,000	50,000	-	-	(50,000)	-	-
Communications Repeater Site Impr	-	78,792	-	-	-	(78,792)	-	-
Metered Parking	-	115,000	3,000	-	-	(115,000)	-	-
Stewart Park Seawall Deficit Funding	-	-	-	105,794	105,794	105,794	-	-
Public Works Facility Garage	-	-	-	150,000	100,000	100,000	-	(50,000)
Public Safety Alternatives Analysis	-	-	-	200,000	100,000	100,000	-	(100,000)
Bike/Pedestrian Master Plan	-	-	-	25,000	-	-	-	(25,000)
Waterfront Seawall	-	-	-	25,000	-	-	-	(25,000)
Total Other Approp.-WAR	599,236	811,664	323,466	755,794	555,794	(255,870)	-31.52%	(200,000)
Borrowing Other								
Salem St. Area Utility Replacements	-	-	-	1,060,000	1,010,000	1,010,000	-	(50,000)
Total Borrowing Other	-	-	-	1,060,000	1,010,000	1,010,000	-	(50,000)
Total GF & WAR & Borrowing	18,908,891	20,417,201	14,004,805	21,851,084	21,530,373	1,113,172	5.45%	(320,711)
Water Fund								
Administration	339,657	393,161	283,253	403,617	400,816	7,655	1.9%	(2,801)
Billing and Collection	160,403	179,553	116,541	177,439	171,147	(8,406)	-4.7%	(6,292)
Distribution	791,387	836,826	587,943	906,885	872,786	35,959	4.3%	(34,100)
Treatment	751,459	813,514	573,098	803,437	822,395	8,881	1.1%	18,958
Debt Service	1,150,156	1,164,650	1,152,439	1,263,186	1,263,186	98,536	8.5%	-
Capital Outlay	86,877	165,091	49,190	230,330	515,330	350,239	212.1%	285,000
Appropriations from Reserves	110,767	-	-	-	-	-	-	-
Total WF Operating Budget	3,390,705	3,552,795	2,762,464	3,784,894	4,045,659	492,864	13.9%	260,766
Other Appropriations - Warrant Articles								
Groundwater Source Development	-	200,000	-	1,000,000	1,000,000	800,000	400.0%	-
SWTP Lagoon Cleaning	-	-	-	275,000	275,000	275,000	-	-

Town of Exeter								
2021 BRC Budget Summary								
Version #2 Updated: 11/17/20								
DEPARTMENT	2019 Actual	2020 Budget	2020 Actual Expenses as of 09/30/20	2021 Prelim Budget	2021 BRC Budget	2021 BRC Budget vs. 2020 Budget \$ Increase/-(Decrease)	2021 BRC Budget vs. 2020 Budget %-Difference	2021 BRC Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)
SWTP Upgrades				400,000	400,000	400,000		-
Salem St. Area Utility Replacements				2,560,000	2,500,000	2,500,000		(60,000)
Total Other Appropriations	-	200,000	-	4,235,000	4,175,000	3,975,000	1987.5%	(60,000)
Total Water Fund Appropriations	3,390,705	3,752,795	2,762,464	8,019,894	8,220,659	4,467,864	119.05%	200,766
Sewer Fund								
Administration	383,919	417,513	332,248	448,969	454,515	37,002	8.86%	5,546
Billing and Collection	156,716	176,328	121,160	174,214	167,922	(8,406)	-4.77%	(6,292)
Collection	578,074	708,202	526,695	817,511	732,111	23,908	3.38%	(85,401)
Treatment	899,059	1,415,476	817,910	1,328,923	1,330,179	(85,296)	-6.03%	1,256
Debt Service	881,358	4,848,995	541,831	4,140,032	4,140,032	(708,963)	-14.62%	-
Capital Outlay	99,566	120,091	4,716	125,331	215,331	95,240	79.31%	90,000
Appropriations from Reserves	24,438							-
Total SF Operating Budget	3,023,130	7,686,605	2,344,560	7,034,980	7,040,090	(646,516)	-8.41%	5,110
Other Appropriations - Warrant Articles								
Salem St. Area Utility Replacements				1,910,000	1,590,000	1,590,000		(320,000)
Squamscott River Sewer Siphons		1,600,000	-			(1,600,000)		-
Folsom Street PS Rehabilitation		150,000	13,797			(150,000)		-
Lagoon Sludge Removal				2,600,000	2,600,000	2,600,000		-
Westside Drive Design/Engineering		100,000	-			(100,000)		-
Total Other Appropriations	-	1,850,000	13,797	4,510,000	4,190,000	2,340,000	126.5%	(320,000)
Total Sewer Fund Appropriations	3,023,130	9,536,605	2,358,357	11,544,980	11,230,090	1,693,484	17.76%	(314,891)

2021 General Fund Budget									
BRC Budget									
Version #2 Updated: 11/17/20									
Org	Object	Description	2019 Actual	2020 Budget	2020 Actual Expenses as of 09/30/20	2021 Prelim Budget	2021 BRC Budget	2021 BRC Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	Explanation
GENERAL FUND									
Select Board									
01413010	51000	SB- Sal/Wages Elected	16,000	16,000	12,000	16,000	16,000	-	\$3K each 4-Select Person, \$4K for 1- Chair Person
		Salaries Total	16,000	16,000	12,000	16,000	16,000	-	
01413010	52120	SB- Life Insurance	9	255	42	255	255	-	
01413010	52200	SB- FICA	909	992	744	992	992	-	Based on wages: 6.2%
01413010	52210	SB- Medicare	213	232	174	232	232	-	Based on wages: 1.45%
		Benefits Total	1,131	1,479	960	1,479	1,479	-	
01413010	55055	SB- Consulting Services	-	1,000		1,000	100	(900)	Expenses related to tax deeded properties, other services
01413010	55050	SB- Conf/Room/Meals	25	500		500	100	(400)	NHMA seminars, mileage reimbursement
01413010	55106	SB- Equipment Purchase	3,012	1		1	1	-	Placeholder for equipment needs
01413010	55267	SB-Signs	53	1	59	1	1	-	Sign for the Town Office
01413010	55273	SB- Special Expense	3,869	4,000	2,289	3,000	3,000	-	Proclamations, recognitions, special events for committees, E911 Committee activities
		General Expenses Total	6,960	5,502	2,348	4,502	3,202	(1,300)	
		Select Board Total	24,090	22,981	15,308	21,981	20,681	(1,300)	V
Town Manager									
01413011	51110	TM- Sal/Wages FT	163,012	172,832	131,869	177,332	177,332	-	2 FT: Town Mgr and Executive Assistant
01413011	51200	TM- Sal/Wages PT	7,030	7,500	5,402	7,500	7,500	-	2 PT: Recording secretaries @ \$15 per hour (SB/BRC meetings), Vacation repl for Ex Asst
		Salaries Total	170,042	180,332	137,270	184,832	184,832	-	
01413011	52100	TM- Health Insurance	43,601	51,646	41,543	51,646	52,940	1,294	2.5% increase in the premium rate
01413011	52110	TM- Dental Insurance	3,290	3,800	2,849	3,800	3,800	-	No change in the premium rate
01413011	52120	TM- Life Insurance	262	162	167	243	216	(27)	No change in the premium rate
01413011	52130	TM- LTD Insurance	1,313	1,148	562	1,124	1,178	54	No change in the premium rate
01413011	52200	TM- FICA	10,144	11,181	8,072	11,460	11,460	-	Based on wages: 6.2%
01413011	52210	TM- Medicare	2,372	2,615	1,887	2,680	2,680	-	Based on wages: 1.45%
01413011	52300	TM- Retirement Town	17,867	19,305	14,730	22,383	22,383	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	78,849	89,857	69,809	93,336	94,657	1,321	
01413011	55050	TM- Conf/Room/Meals	2,409	2,000	25	500	100	(400)	MMANH/Primex conference, seminars
01413011	55058	TM- Contract Services	-	2,000	-	1	6,500	6,499	DocuSign software/function
01413011	55088	TM- Dues	15,816	16,000	15,996	16,000	16,000	-	NHMA (townwide), ICMA (TM), MMANH (TM) annual dues
01413011	55091	TM- Education/Training	25	500	-	300	300	-	
01413011	55106	TM- Equipment Purchase	74	300	-	300	300	-	Small equipment (file cabinet, other)
01413011	55128	TM- Fuel	-	1	-	1	1	-	Unreimbursed fuel expense

2021 General Fund Budget									
BRC Budget									
Version #2 Updated: 11/17/20									
Org	Object	Description	2019 Actual	2020 Budget	2020 Actual Expenses as of 09/30/20	2021 Prelim Budget	2021 BRC Budget	2021 BRC Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	Explanation
01413011	55171	TM- Legal/Public Notices	911	500	204	500	500	-	Budget/bond notices, public hearings, CDBG hearings
01413011	55198	TM - Office Equipment Leases	10,606	10,000	6,606	11,250	11,250	-	New Pitney Bowes Postage and Folding Machine lease, copier leases Town Office/Planning (from off. Equip)
01413011	55199	TM- Office Equipment Maintenance	579		1,105			-	
01413011	55200	TM- Supplies	4,907	3,600	2,995	3,600	3,600	-	Supplies for town offices (paper, etc.)
01413011	55212	TM - Phone Reimbursement	1,440	1,380	1,140	1,380	1,380	-	Reimbursement for phone (TM, EA- 50/50 split with Welfare)
01413011	55224	TM- Postage	675	150	262	150	300	150	TM office postage needs (Reserve moved to GG)
01413011	55246	TM- Reference Material	-	200		150	150	-	NHMA, ICMA publications
01413011	55291	TM- Subscriptions	95	260	109	260	260	-	Exeter News-Letter, Portsmouth Herald
01413011	55302	TM- Town Report Expense	2,220	2,400	2,346	2,400	2,400	-	Printing of annual Town Report (Select Print Solutions)
01413011	55308	TM- Travel Reimbursement	459	500	105	500	300	(200)	Mileage reimbursement for TM/EA
		General Expenses Total	40,217	39,791	30,893	37,292	43,341	6,049	
01413011	55998	TM- Due from Water Fund	(31,781)	(32,764)	(24,573)	(33,762)	(33,927)	(165)	12.5% water fund
01413011	55999	TM- Due from Sewer Fund	(31,781)	(32,764)	(24,573)	(33,762)	(33,927)	(165)	12.5% sewer fund
		Due from Water/Sewer Funds	(63,562)	(65,529)	(49,146)	(67,523)	(67,854)	(330)	
		Town Manager Total	225,546	244,451	188,826	247,936	254,976	7,040	V
Human Resources									
01415515	51110	HR- Sal/Wages FT	70,728	72,742	56,636	74,950	74,950	-	1 FT: Human Resource Director
01415515	51200	HR- Sal/Wages PT	13,386	31,451	7,285	31,058	31,165	107	1 PT: Human Resource Assistant (29 hr/wk)
01415515	55371	HR- Wage Reclassifications	-	21,890		1	7,500	7,499	Wage adjustments/classifications
		Salaries Total	84,114	126,083	63,921	106,009	113,615	7,606	
01415515	52100	HR- Health Insurance	17,936	19,128	14,714	19,128	19,610	482	2.5% increase in the premium rate
01415515	52110	HR- Dental Insurance	1,011	1,050	788	1,050	1,050	-	No change in the premium rate
01415515	52120	HR- Life Insurance	135	108	98	135	108	(27)	No change in the premium rate
01415515	52130	HR- LTD Insurance	779	684	333	667	705	38	No change in the premium rate
01415515	52200	HR- FICA	4,832	7,817	3,751	6,573	7,044	472	Based on wages: 6.2%
01415515	52210	HR- Medicare	1,130	1,828	877	1,537	1,647	110	Based on wages: 1.45%
01415515	52300	HR- Retirement Town	7,600	10,570	6,192	9,460	9,460	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	33,422	41,186	26,753	38,550	39,625	1,075	
01415515	55050	HR- Conf Rooms/Meals	222	1,320		475	475	-	Primex
01415515	55055	HR- Consulting Services	-	1		1	1	-	Update job descriptions and pay classifications
01415515	55088	HR- Dues	356	504	234	547	547	-	NH HR Assoc, (2) IPMA-HR, SHRM
01415515	55091	HR- Education/Training	385	4,260		2,285	2,285	-	Munis training for new employee, IPMA-HR, NHMA, Sheehan, Phinney, Bass & Green Annual Labor & Employment Law review
01415515	55097	HR- Employee Relations	1,461	1,500	470	1,500	1,500	-	Benefits Fair, employee service and recognition

2021 General Fund Budget									
BRC Budget									
Version #2 Updated: 11/17/20									
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01415515	55099	HR- Employee Notices	975	1,500		1,500	1,500	-	Posting of open job positons
01415515	55106	HR- Office Equipment Purchase		200		-	-	-	Shredder FY20, None FY21
01415515	55190	HR-Mobile Communications	360	360	90	360	360	-	Cell Phone Reimbursement for HR Director
01415515	55200	HR- Office Supplies	837	775	668	775	775	-	Office supplies and remote access software
01415515	55226	HR- Pre-Employment Screening	240	600	298	600	600	-	Pre-employment expenses
01415515	55246	HR- Reference Materials	300	400		400	400	-	Books, postings and information booklets
01415515	55308	HR- Travel Reimbursement	505	1,135		275	200	(75)	Mileage, Tolls, Parking
		General Expenses Total	5,641	12,555	1,760	8,718	8,643	(75)	
01415515	55998	HR- Due from Water Fund	(10,712)	(14,538)	(10,903)	(14,456)	(14,574)	(118)	10% to water fund
01415515	55999	HR- Due from Sewer Fund	(10,712)	(14,538)	(10,903)	(14,456)	(14,574)	(118)	10% to sewer fund
		Due from Water/Sewer Funds	(21,424)	(29,076)	(21,806)	(28,912)	(29,148)	(236)	
		Human Resources Total	101,753	150,748	70,628	124,365	132,735	8,369	V
Transportation									
01419919	55040	GG - Transportation	-	1	-	1	1	-	Request from COAST bus service with \$ 16.77K to come from Transportation Fund 05
		Transportation Total	-	1	-	1	1	-	V
Legal									
01415320	55170	GG- Legal Expense	80,370	80,000	61,159	80,000	80,000	-	Professional legal services for Mitchell Municipal Group and other legal advisors
		Legal Total	80,370	80,000	61,159	80,000	80,000	-	V
Information Technology									
01415025	51110	IT- Sal/Wages FT	97,005	101,832	76,828	104,094	104,094	-	2 FT: IT Coord (Split 80% GF and 20% CATV Fund); IT Tech (Split 40% GF, 5% Water/Sewer each, 50% CATV)
01415025	51300	IT- Sal/Wages OT	890					-	
		Salaries Total	97,895	101,832	76,828	104,094	104,094	-	
01415025	52100	IT- Health Insurance	12,161	17,587	9,801	17,443	17,790	347	2.5% increase in the premium rate
01415025	52110	IT- Dental Insurance	676	1,384	511	959	959	-	No change in the premium rate
01415025	52120	IT- Life Insurance	149	113	84	113	113	-	No change in the premium rate
01415025	52130	IT - LTD Insurance	827	722	443	797	722	(75)	No change in the premium rate
01415025	52200	IT- FICA	5,553	6,314	4,487	6,454	6,454	-	Based on wages: 6.2%
01415025	52210	IT- Medicare	1,299	1,477	1,049	1,509	1,509	-	Based on wages: 1.45%
01415025	52300	IT- Retirement Town	10,619	11,375	8,582	13,138	13,138	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	31,283	38,971	24,957	40,413	40,685	272	
01415025	55048	IT- Computer Software	6,789	17,500	10,678	21,700	21,700	-	See Narrative
01415025	55058	IT- Contract Services	16,000	26,500	6,400	16,000	16,000	-	200 hours

2021 General Fund Budget									
BRC Budget									
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01415025	55091	IT- Education/Training	5,090	2,800	-	2,700	2,700	-	Online training for 1 FT employee (\$1000), Town Wide training on email security (\$1700)
01415025	55106	IT- Equipment Purchase	1,109	1,000	256	800	800	-	Tools and furniture
01415025	55136	IT- GIS Software	2,600	7,000	3,000	7,500	7,500	-	Maps Online, ESRI licenses, increase to Support calls (Invoiced in November)
01415025	55159	IT- Internet Services	26,524	30,920	11,827	20,580	20,580	-	See Narrative
01415025	55190	IT- Mobile Communications	429	400	-	600	600	-	Cell Phone reimb for IT Director
01415025	55195	IT- Network Supplies	10,541	11,000	3,835	6,000	6,000	-	Drive replacement on at least one backup server and replacement of some larger battery backup systems.
01415025	55200	IT-Office Supplies	934	1,000	271	600	600	-	Batteries, USB, RAM, Hard Drives, Power Supplies
01415025	55212	IT- Phone Reimbursement	-	-	-	400	-	(400)	Do not use this line item.
01415025	55213	IT- Phone Utilization	23,450	26,000	20,409	26,375	26,375	-	12.5% allocated to Water/Sewer Funds each
01415025		IT- Email Filtering/Archiving	-	-	-	14,100	14,100	-	12.5% allocated to Water/Sewer Funds each
01415025	55270	IT- Software Agreement	4,776	4,600	-	6,646	6,646	-	See Narrative under service Contracts
		General Expenses Total	98,243	128,720	56,676	124,001	123,601	(400)	
01415025	57003	IT- CO- Computers	23,565	10,200	6,225	13,650	13,650	-	17 PC plus 3 laptops and 5 monitors
01415025	57006	IT- CO- Equipment	8,089	4,300	3,039	3,000	3,000	-	Doors, cameras and security systems
		Capital Outlay Total	31,654	14,500	9,264	16,650	16,650	-	
01415025	55998	IT- Due from Water Fund	(15,545)	(14,581)	(10,935)	(14,994)	(15,031)	(36)	12.5% of wages/benefits for IT Coordinator, 5% of wages/benefits for IT Tech
01415025	55999	IT- Due from Sewer Fund	(15,545)	(14,581)	(10,935)	(14,994)	(15,031)	(36)	12.5% of wages/benefits for IT Coordinator, 5% of wages/benefits for IT Tech
		Due from Water/Sewer Funds	(31,090)	(29,162)	(21,870)	(29,989)	(30,062)	(73)	
		Information Technology Total	227,985	254,861	145,855	255,169	254,969	(201)	V
Trustee of Trust Funds									
01413030	51000	TT- Sal/Wages Elected	828	828	828	828	828	-	Wages for Trustee of Trust funds
		Salaries Total	828	828	828	828	828	-	
01413030	52200	TT- FICA	51	51	51	51	51	-	Based on wages: 6.2%
01413030	52210	TT- Medicare	12	12	12	12	12	-	Based on wages: 1.45%
		Benefits Total	63	63	63	63	63	-	
		Trustee of Trust Funds Total	891	891	891	891	891	-	V
Town Moderator									
01414040	51000	MO- Sal/Wages Elected	175	1,225	625	700	700	-	2 deliberative, 1 election, 1 special election
		Salaries Total	175	1,225	625	700	700	-	
01414040	52200	MO- FICA	11	76	39	43	43	-	Based on wages: 6.2%

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BRC Budget									
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01414040	52210	MO- Medicare	3	18	9	10	10	-	Based on wages: 1.45%
		Benefits Total	14	94	48	54	54	-	
		Town Moderator Total	189	1,319	673	754	754	-	V
Town Clerk									
01414051	51000	TC- Sal/Wages Elected	63,413	80,628	61,503	82,862	82,862	-	1 FT: Town Clerk
01414051	51110	TC- Sal/Wages FT	136,332	126,065	94,703	130,570	130,570	-	Includes 1 FT Deputy TC + 2 FT Asst Clerks
01414051	51300	TC- Sal/Wages OT	269	300	208	300	300	-	OT for Assistant Clerks
01414051	51400	TC- Longevity Pay	800	900		950	950	-	Longevity for 1 Assistant Clerk
		Salaries Total	200,814	207,893	156,414	214,682	214,682	-	
01414051	52100	TC- Health Insurance	55,138	65,010	50,090	64,649	66,042	1,393	2.5% increase in the premium rate
01414051	52110	TC- Dental Insurance	5,017	5,900	4,212	5,900	5,900	-	No change in the premium rate
01414051	52120	TC- Life Insurance	323	270	233	297	270	(27)	No change in the premium rate
01414051	52130	TC- LTD Insurance	865	758	-	741	779	38	No change in the premium rate
01414051	52200	TC- FICA	12,104	12,889	8,975	13,310	13,310	-	Based on wages: 6.2%
01414051	52210	TC- Medicare	2,831	3,014	2,098	3,113	3,113	-	Based on wages: 1.45%
01414051	52300	TC- Retirement Town	22,856	23,222	17,472	27,127	27,127	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	99,133	111,063	83,080	115,137	116,541	1,404	
01414051	55049	TC- Computer Supplies	1,153	1,200		1,200	1,200	-	toner cartridges, validator ribbons, calculator ribbons
01414051	55050	TC- Conf/Room/Meals	1,766	2,000		2,000	2,000	-	Mandatory Fall Conference (Certification requirement)
01414051	55058	TC- Contract Services	2,048	1,700		1,700	1,700	-	NEACTC Conference in VT, IIMC Conference
01414051	55084	TC- Dog Tags	561	1,000	561	600	600	-	Sharp Copier, Seacoast Computer Contract Services
01414051	55088	TC- Dues	205	300	225	300	300	-	dog tags
01414051	55091	TC- Education/Training	1,026	1,000	855	1,000	200	(800)	IIMC -170; NHCTCA-25; NEACTC-35
01414051	55106	TC- Equipment Purchase	1,818	2,000	1,519	2,000	2,000	-	Mandatory Spring & Fall Conference, TC Certification, Training Registration, NECTCA Conference, IIMC Conf, Computers, printers, copiers, office furniture, panels between work stations
01414051	55198	TC- Office Equipment Lease	3,125	3,233	3,241	3,233	3,233	-	GreatAmerica Financial Serv. Printer lease for 3 printers
01414051	55199	TC- Office Equip Maintenance	500	500	180			-	outside computer maintenance, beyond contract
01414051	55200	TC- Office Supplies	2,034	2,000	2,488	2,000	2,000	-	copy paper, general office supplies, envelopes
01414051	55224	TC- Postage	5,675	5,000	7,864	5,000	5,000	-	dog civil forfeiture letters, letters & forms, weekly State work, monthly Vital work, daily MV registrations
01414051	55241	TC- Record Retention	3,070	5,000	-	5,000	5,000	-	Book restoration
01414051	55246	TC- Reference Materials	300	300	-	300	300	-	Motor Vehicle Rules & Laws
01414051	55270	TC- Software Agreement/Contract	8,014	8,750	8,130	8,800	8,800	-	Interware Development Contract for MV; Boats, Vitals, Transfer Station Permits, Credit Cards, Reports, Support, Dogs On-line prgm, CC machines
01414051	55308	TC- Travel Reimbursement	732	800	46	800	400	(400)	Mandatory Regional & Fall Conference, TC Certification, Training, NECTCA Conference, IIMC Conference, Clerkworks Training, Election training

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BRC Budget									
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		General Expenses Total	32,027	34,783	25,109	33,933	32,733	(1,200)	
		Town Clerk Total	331,975	353,739	264,603	363,752	363,956	204	V
Elections									
01414052	51000	EL- Sal/Wages Elected	2,998	8,000	1,678	3,000	3,000	-	Supervisors of the Checklist-1 mandated election, 1 deliberative, 1 special election and 1 deliberative for special election, purging checklist.
01414052	51210	EL- Sal/Wages Temp	1,076	9,000	7,602	2,200	2,200	-	Ballot Clerks for 1 mandated elections, 1 special election
		Salaries Total	4,074	17,000	9,280	5,200	5,200	-	
01414052	52200	EL- FICA	229	1,054	573	322	322	-	Based on wages: 6.2%
01414052	52210	EL- Medicare	53	247	134	75	75	-	Based on wages: 1.45%
		Benefits Total	283	1,301	707	398	398	-	
01414052	55002	EL- Advertising	300	300		300	300	-	Legal Notices
01414052	55200	EL- Office Supplies	600	600	1,473	600	600	-	Copy paper, envelopes, general office supplies, and all supplies needed for election
01414052	55224	EL- Postage	659	1,500	3,158	660	660	-	Mandated by SOS, sending absentee ballots and any other letters required to be sent by the Checklist Sups
01414052	55322	EL- Voting Expenses	3,000	9,000	6,738	4,000	4,000	-	Mandated by SOS to pay for coding, printing, collating, shipping costs and any other Special Town Elections held by the Town.
01414052	55323	EL- Voting Machines	800	900		900	900	-	Mandated by the State of NH for servicing and maintaining of the Accuvote Machines.
		General Expenses Total	5,359	12,300	11,369	6,460	6,460	-	
		Elections Total	9,715	30,601	21,356	12,058	12,058	-	V
		Total General Government	1,002,513	1,139,592	769,298	1,106,907	1,121,020	14,113	
Finance Department									
Finance/Accounting									
01415001	51110	FI- Sal/Wages FT	229,061	230,255	175,519	243,965	243,965	-	3 FT: Finance Dir, Sr Accountant, Accounting Specialist
01415001	51300	FI- Sal/Wages OT	664	2,450	755	-	-	-	N/A for 2021
01415001	51400	FI- Longevity Pay	1,050	-	-	-	-	-	
		Salaries Total	230,775	232,705	176,274	243,965	243,965	-	
01415001	52100	FI- Health Insurance	55,072	65,940	50,888	65,218	66,401	1,183	2.5% increase in the premium rate
01415001	52110	FI- Dental Insurance	3,718	4,850	3,375	4,850	4,850	-	No change in the premium rate
01415001	52120	FI- Life Insurance	331	270	220	297	270	(27)	No change in the premium rate
01415001	52130	FI- LTD Insurance	993	1,032	504	1,009	1,060	51	No change in the premium rate
01415001	52200	FI- FICA	13,456	14,428	10,017	15,126	15,126	-	Based on wages: 6.2%

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01415001	52210	FI- Medicare	3,147	3,374	2,343	3,537	3,537	-	Based on wages: 1.45%
01415001	52300	FI- Retirement Town Benefits Total	25,957	25,993	19,690	30,794	30,794	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
			102,675	115,887	87,037	120,831	122,038	1,207	
01415001	55014	FI- Audit Fees	23,500	27,500	21,000	29,500	29,500	-	Annual Audit and Single Fees for Melanson & Heath
01415001	55017	FI- Bank Fees	1,777	500	543	1,000	1,000	-	Operating account bank fees
01415001	55050	FI- Conf/Room/Meals	221	500	-	500	500	-	Conferences/Meals for Finance Staff - NHGFOA
01415001	55058	FI- Contract Services	500	6,500	7,250	1,500	1,500	-	GASB OPEB Compliance, ACA Compliance
01415001	55088	FI- Dues	50	100	50	100	100	-	NHGFOA and NESGFOA Dues
01415001	55091	FI- Education/Training	829	4,000	335	3,500	3,500	-	Training and Education for 3 Finance Staff.
01415001	55198	FI- Office Equipment Leases	809	1,080	808	1,080	1,080	-	Copier Lease \$1,075 plus Folding Machine \$ 525
01415001	55200	FI- Supplies	3,848	5,000	3,091	5,000	4,000	(1,000)	Folders,check stock, envelopes,paper, tax forms, kitchen supplies, deposit tickets
01415001	55224	FI- Postage	2,175	2,300	1,307	2,300	2,300	-	Postage for mailing checks and forms
01415001	55270	FI- Software Agreement	16,302	19,550	19,550	20,775	20,775	-	Munis Software Agreement (6.3% increase per yr per contract)
01415001	55308	FI- Travel Reimbursement	1,505	1,200	31	500	200	(300)	Travel for 3 finance department employees
		General Expenses Total	51,517	68,230	53,965	65,755	64,455	(1,300)	
01415001	55998	FI- Due from Water Fund	(40,583)	(43,574)	(32,681)	(45,600)	(45,750)	(151)	12.5% Water Fund Offset
01415001	55999	FI- Due from Sewer Fund	(40,583)	(43,574)	(32,681)	(45,600)	(45,750)	(151)	12.5% Sewer Fund Offset
		Due from Water/Sewer Funds	(81,166)	(87,148)	(65,362)	(91,199)	(91,501)	(302)	
		Finance/Accounting Total	303,802	329,674	251,914	339,352	338,957	(395)	V
Treasurer									
01415002	51000	TR- Sal/Wages Elected	8,864	8,864	6,648	8,864	8,864	-	Wages for Elected PT Treasurer
		Salaries Total	8,864	8,864	6,648	8,864	8,864	-	
01415002	52200	TR- FICA	504	550	412	550	550	-	Based on wages: 6.2%
01415002	52210	TR- Medicare	118	129	97	129	129	-	Based on wages: 1.45%
		Benefits Total	622	678	509	678	678	-	
01415002	55088	TR- Dues	50	50	50	50	50	-	NHGFOA Dues
01415002	55091	TR- Education/Training	-	100	-	100	100	-	Training and Education
01415002	55200	TR - Supplies	-	100	-	100	100	-	Paper, pens, folders and binders
		General Expenses Total	50	250	50	250	250	-	
		Treasurer Total	9,536	9,792	7,207	9,792	9,792	-	V
Tax Collection									
01415003	51110	TX- Sal/Wages FT	94,044	105,234	78,139	104,465	104,465	-	2 FT: Deputy Tax Collector, Collections Specialist
01415003	51300	TX- Sal/Wages OT	37	-	-	-	-	-	
01415003	51400	TX- Longevity	1,500	1,500	-	1,500	1,500	-	Collections Specialist longevity

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		Salaries Total	95,581	106,734	78,139	105,965	105,965	-	
01415003	52100	TX- Health Insurance	21,293	19,593	16,747	19,413	19,786	373	2.5% increase in the premium rate
01415003	52110	TX- Dental Insurance	1,156	1,086	858	1,086	1,086	-	No change in the premium rate
01415003	52120	TX- Life Insurance	151	162	137	162	162	-	No change in the premium rate
01415003	52200	TX- FICA	5,989	6,618	4,689	6,570	6,570	-	Based on wages: 6.2%
01415003	52210	TX- Medicare	1,401	1,548	1,097	1,536	1,536	-	Based on wages: 1.45%
01415003	52300	TX- Retirement Town	9,888	11,922	8,728	13,397	13,397	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	39,877	40,928	32,256	42,164	42,537	373	
01415003	55017	TX- Bank Fees	5,419	5,500	3,891	5,500	5,500	-	Lockbox monthly Service Charges (not able to use for First Half billing in FY19 due to conversion)
01415003	55050	TX- Conf/Room/Meals	163	600		600	50	(550)	Conferences for DTC (NH Tax Collector Association)
01415003	55058	TX- Contract Services	14,866	3,000		1	1	-	Coverage for Collections Clerk (80 hours)
01415003	55073	TX- Deeded Property	1,201	3,500		2,000	2,000	-	Expenses related to Tax deeded properties
01415003	55088	TX- Dues	40	50	40	50	50	-	NHTC Dues
01415003	55091	TX- Education/Training	60	4,225		2,000	2,000	-	Education reimbursement
01415003	55170	TX- Legal Expenses	321	2,000		2,000	2,000	-	Legal services for liens,deeds and bankruptcies
01415003	55198	TX- Office Equipment Leases	1,616	2,156	1,616	2,156	2,156	-	Two Copier leases \$ \$179.60 per month
01415003	55200	TX- Supplies	2,822	2,400	967	2,400	1,800	(600)	Paper, Ink, Envelopes, Storage Boxes, printer
01415003	55224	TX- Postage	9,247	10,000	6,741	10,000	10,000	-	Mailing delinquency, lien, and deed notices, tax bills. Lockbox mailbox
01415003	55247	TX- Registry of Deeds	956	950	598	950	950	-	Liens & deeds recordings at Registry of Deeds
01415003	55297	TX- Tax Billing Services	2,662	3,600	1,406	3,600	3,600	-	Processing fees and materials for tax bills
01415003	55298	TX- Tax Lien/Deeded Searches	3,674	4,000	4,369	4,000	4,000	-	Tax Lien Services
		General Expenses Total	43,047	41,981	19,628	35,257	34,107	(1,150)	
01415003	55998	TX- Due from Water Fund	(38,988)	(36,916)	(27,687)	(37,032)	(37,126)	(93)	25% Water Fund Offset
01415003	55999	TX- Due from Sewer Fund	(38,988)	(36,916)	(27,687)	(37,032)	(37,126)	(93)	25% Sewer Fund Offset
		Due from Water/Sewer Funds Total	(77,976)	(73,831)	(55,374)	(74,065)	(74,251)	(187)	
		Tax Collection Total	100,529	115,812	74,649	109,322	108,358	(964)	V
Assessing									
01415005	51110	AS- Sal/Wages FT	62,244	64,413	49,154	66,197	66,197	-	1 FT: Deputy Assessor
01415005	51210	AS- Sal/Wages Temp	-	1		1	1	-	
		Salaries Total	62,244	64,414	49,154	66,198	66,198	-	
01415005	52100	AS- Health Insurance	19,366	19,128	12,139	19,128	19,610	482	2.5% increase in the premium rate
01415005	52110	AS- Dental Insurance	1,141	1,050	797	1,050	1,050	-	No change in the premium rate
01415005	52120	AS- Life Insurance	87	54	54	54	54	-	No change in the premium rate
01415005	52200	AS- FICA	4,217	3,994	3,461	4,104	4,104	-	Based on wages: 6.2%
01415005	52210	AS- Medicare	986	934	809	960	960	-	Based on wages: 1.45%
01415005	52300	AS- Retirement Town	6,748	7,195	5,491	8,356	8,356	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec

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BRC Budget									
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		Benefits Total	32,546	32,355	22,751	33,652	34,134	482	
01415005	55050	AS- Conf/Room/Meals	-	100	-	100	50	(50)	Meetings - meals- room
01415005	55058	AS- Contract Services	108,281	110,500	81,625	110,500	110,500	-	Assessor contract with MRI
01415005	55088	AS- Dues	40	260	260	260	260	-	IAAO & NHAO dues
01415005	55091	AS- Education/Training	825	1,000	470	500	500	-	Course or seminar
01415005	55106	AS- Equipment Purchase	-	50	-	50	1	(49)	Small equipment
01415005	55128	AS- Fuel	-	1	-	1	1	-	Deputy Assessor position
01415005	55171	AS- Legal/Public Notices	190	50	-	50	50	-	Public Notices in news media
01415005	55180	AS- Mapping	4,545	5,200	3,356	4,000	4,000	-	Yearly updates & Building placement
01415005	55198	AS - Office Equipment Lease	809	1,078	808	1,078	1,078	-	Printer Lease, \$89.80/mo
01415005	55200	AS- Supplies	118	1,250	35	1,250	750	(500)	Toner, envelopes, general supplies
01415005	55224	AS- Postage	4,239	1,250	198	750	500	(250)	Sales questionnaires
01415005	55247	AS- Registry of Deeds	16	100	3	50	50	-	Plans & deeds
01415005	55250	AS- Revaluation	-	1	-	1	1	-	Independent Appraiser
01415005	55270	AS- Software Agreement	8,590	36,000	36,148	16,920	16,920	-	Vision contract \$6496, web fee \$3417 cloud fee \$7000
01415005	55308	AS- Travel Reimbursement	-	1	-	1	1	-	Use of personal car -1 employee
		General Expenses Total	127,653	156,841	122,903	135,511	134,662	(849)	
		Assessing Total	222,443	253,610	194,808	235,361	234,994	(367)	V
		Total Finance	636,310	708,888	528,578	693,827	692,102	(1,725)	
Planning & Development									
Planning									
01419101	51110	PL- Sal/Wages FT	95,195	103,067	78,529	105,347	105,347	-	1 FT : Town Planner plus \$5K Stipend for Planning Director's Sustainability Officer Duties
01419101	51200	PL- Sal/Wages PT	54,417	70,688	38,434	72,627	72,627	-	3 PT: Natl Resource Planner @ 27.5 hr/wk & Admin Asst @ 25 hr/wk, Recording Sec @ \$15 per hr
		Salaries Total	149,612	173,755	116,963	177,974	177,974	-	
01419101	52100	PL- Health Insurance	24,213	25,823	19,864	25,823	26,470	647	2.5% increase in the premium rate
01419101	52110	PL- Dental Insurance	1,828	1,900	1,425	1,900	1,900	-	No change in the premium rate
01419101	52120	PL- Life Insurance	135	108	88	135	108	(27)	No change in the premium rate
01419101	52130	PL- LTD Insurance	1,057	929	453	905	943	38	No change in the premium rate
01419101	52200	PL- FICA	8,711	10,773	7,067	11,034	11,034	-	Based on wages: 6.2%
01419101	52210	PL- Medicare	2,037	2,519	1,652	2,581	2,581	-	Based on wages: 1.45%
01419101	52300	PL- Retirement Town	10,320	11,513	8,772	13,297	13,297	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	48,302	53,565	39,321	55,675	56,333	658	

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01419101	55050	PL- Conf/Room/Meals	450	1,000		400	200	(200)	APA Conference, Seminars/training. \$600 decrease due to potential impact of pandemic on in person events.
01419101	55058	PL- Contract Services	-	1		1	1	-	
01419101	55088	PL- Dues	12,554	13,000	12,838	13,010	13,000	(10)	Rockingham Planning Commission annual dues (2020 - \$12,691 estimated), APA dues (\$315).
01419101	55091	PL- Education/Training	204	500		500	500	-	Seminars/Training for planning staff, board members
01419101	55136	PL- GIS Software	3,000	3,500		3,500	3,500	-	Annual support and maintenance for building permit/zoning software.
01419101	55138	PL- Grant Matching	20,203	2,500		2,500	2,500	-	No grants targeted yet but to be ready if one comes along
01419101	55155	PL- Inspection Services	-	1		1	1	-	Placeholder for third party inspection as needed
01419101	55171	PL- Legal/Public Notices	3,494	2,000	1,359	2,000	2,000	-	Primarily for Planning Board cases but also covers Planning dept.
01419101	55180	PL- Mapping	-	400		-	-	-	Hasn't been spent in prior years due to in-house capabilities
01419101	55200	PL- Office Supplies	1,230	4,500	712	4,500	2,000	(2,500)	Misc office supplies. Covers Planning & Building depts. BRC added \$2,500 for Sustainability use in 2020.
01419101		PL- Sustainability Expense					2,500	2,500	Working with SAC on potential projects.
01419101	55224	PL- Postage	3,999	4,000	2,166	4,000	4,000	-	Covers Planning and Building departments as well as Planning Board packages and administration of cases. Increase based on present use.
01419101	55227	PL- Printing	121	750		750	400	(350)	Used for large printing jobs such as Zoning Ordinance
01419101	55246	PL- Reference Material	632	400	407	425	425	-	Includes Exeter Newspaper (\$160) and Registry Review (\$229), RSA books and other reference material
01419101	55289	PL- Studies	4,410	15,000	12,770	5,000	5,000	-	Intend to complete buildout analysis as specified in the Master Plan. \$10,000 was spent in 2020 for impact fee update that is not needed this year.
01419101	55308	PL- Travel Reimbursement	336	1,000		400	200	(200)	To cover mileage for staff to attend training, workshops, meetings, etc. \$600 decrease due to potential impact of pandemic on in person events.
		General Expenses Total	50,633	48,552	30,252	36,987	36,227	(760)	
01419101	57000	PL-CO-Capital Outlay	4,837	1		-	-	-	
		Capital Outlay Total	4,837	1	-	-	-	-	
		Planning Total	253,384	275,873	186,536	270,636	270,534	(102) V	
Economic Development									
01465207	51110	ED- Sal/Wages FT	88,938	91,621	70,004	93,751	93,751	-	1 FT: ED Director
01465207	51200	ED- Sal/Wages PT	2,275	3,000		-	-	-	Removed Intern \$3k

2021 General Fund Budget

BRC Budget

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Org	Object	Description	2019 Actual	2020 Budget	2020 Actual Expenses as of 09/30/20	2021 Prelim Budget	2021 BRC Budget	2021 BRC Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	Explanation
		Salaries Total	91,213	94,621	70,004	93,751	93,751	-	
01465207	52100	ED- Health Insurance	26,144	27,078	20,941	26,591	26,955	364	2.5% increase in the premium rate
01465207	52110	ED- Dental Insurance	1,371	1,900	950	1,900	1,900	-	No change in the premium rate
01465207	52120	ED- Life Insurance	135	108	84	108	108	-	No change in the premium rate
01465207	52130	ED- LTD Insurance	988	861	423	846	881	35	No change in the premium rate
01465207	52200	ED- FICA	5,196	5,867	4,093	5,813	5,813	-	Based on wages: 6.2%
01465207	52210	ED- Medicare	1,215	1,372	957	1,359	1,359	-	Based on wages: 1.45%
01465207	52300	ED- Retirement Town	9,642	10,234	7,819	11,833	11,833	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	44,690	47,420	35,267	48,450	48,849	399	
01465207	55050	ED- Conf/Meals	-	1,200		1	1	-	Conferences
01465207	55224	ED- Postage			7			-	Mailings
01465207	55055	ED- Consulting Services	1,500	3,000	606	3,000	3,000	-	Consulting (prop appraisals, marketing, etc.)
01465207	55091	ED- Education/Training	733	1,900		1	1	-	
01465207	55190	ED- Mobile Communications	953	1,000	684	1,000	1,000	-	Cell Phone for ED Director
01465207	55200	ED- Office Supplies	55	400	525	400	400	-	Paper, Pens, Ink, etc.
01465207	55308	ED -Travel Reimbursement	672	1,800	70	300	300	-	Mileage for ED Director
		General Expenses Total	3,913	9,300	1,892	4,702	4,702	-	
		Total Economic Development	139,816	151,341	107,163	146,903	147,302	399	V
Inspections & Code Enforcement									
01424002	51110	BI- Sal/Wages FT	145,858	149,776	114,193	154,124	154,124	-	2 FT: Building Inspector, Deputy CEO
01424002	51200	BI- Sal/Wages PT	37,495	38,648	14,574	37,820	37,820	-	1 PT: Electrical Inspector (24 Hrs/Wk)
		Salaries Total	183,353	188,424	128,767	191,944	191,944	-	
01424002	52100	BI- Health Insurance	36,203	40,115	28,373	39,395	39,395	-	2.5% increase in the premium rate
01424002	52110	BI- Dental Insurance	1,899	2,100	1,584	2,100	2,100	-	No change in the premium rate
01424002	52120	BI- Life Insurance	266	216	179	243	216	(27)	No change in the premium rate
01424002	52130	BI- LTD Insurance	926	813	396	793	838	45	No change in the premium rate
01424002	52200	BI- FICA	11,197	11,682	8,157	11,901	11,901	-	Based on wages: 6.2%
01424002	52210	BI- Medicare	2,619	2,732	1,908	2,783	2,783	-	Based on wages: 1.45%
01424002	52300	BI- Retirement Town	15,812	16,730	12,755	19,454	19,454	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	68,923	74,388	53,352	76,669	76,687	18	
01424002	55050	BI- Conf/Room/Meals	-	500		250	250	-	NE Building Officials Association Conference
01424002	55088	BI- Dues	245	300	515	300	300	-	RNI and NHBOA Dues
01424002	55128	BI- Fuel	713	782	568	750	750	-	Fuel for BI
01424002	55190	BI- Mobile Communications	425	460	289	460	460	-	Cell Phone for BI
01424002	55308	BI- Travel Reimbursement	1,105	1,000	316	1,000	1,000	-	Mileage for Electrical inspector
01424002	55319	BI- Vehicle Maintenance	-	1		1	1	-	
		General Expenses Total	2,489	3,043	1,688	2,761	2,761	-	
		Inspections & Code Enf Total	254,764	265,855	183,807	271,374	271,392	18	V
Conservation Commission									

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BRC Budget									
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Org	Object	Description	2019 Actual	2020 Budget	2020 Actual Expenses as of 09/30/20	2021 Prelim Budget	2021 BRC Budget	2021 BRC Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	Explanation
01461105	51200	CC- Sal/Wages PT	836	1,000	353	1,000	1,000	-	Recording secretaries @ \$15/hr avg about 6 hr/mtg
01461105	51210	CC- Sal/Wages Temp	2,622	2,520		2,520	2,520	-	Interns 2@12/hr, 15 hrs/wk for 7 wks
		Salaries Total	3,458	3,520	353	3,520	3,520	-	
01461105	52200	CC- FICA	207	218	22	218	218	-	Based on wages: 6.2%
01461105	52210	CC- Medicare	48	51	5	51	51	-	Based on wages: 1.45%
		Benefits Total	255	269	27	269	269	-	
01461105	55044	CC- Community Services	936	500	90	500	500	-	Covers outreach event costs: Anticipated for 2020 include \$250 Spring Tree, \$50 for 5 outreach events
01461105	55051	CC- Conservation Land Administration	1,383	1,350	179	1,550	1,550	-	Combination of Cons Land Admin and Trail Mgmt and Maintenance activities such as property monitoring and maintenance needs, bridge repair, kiosk map update.
01461105	55058	CC- Contract Services	-	1,000		1,000	1,000	-	Support for Raynes Improvements
01461105	55088	CC- Dues	825	1,000	700	1,000	1,000	-	For board to join related organizations: ESRLAC (\$150), NHACC (\$700), SELT (\$150)
01461105	55091	CC- Education/Training	180	450		250	250	-	Training for board members and/or natl resource planner (NHACC-3 members and other workshops)
01461105	55171	CC- Legal/Public Notices	-	50		50	50	-	Covers approx 1 legal notice typ in newspaper
01461105	55224	CC- Postage	22	20		20	20	-	Mailings to ConCom members (mostly elect distr)
01461105	55247	CC- Registry of Deeds	-	30		30	30	-	Fee for registry of deeds (typically printing plans, deeds)
01461105	55254	CC- Roadside Mowing	1,600	1,850		1,850	1,850	-	Mowing White, Perry, Irvine and 1/2 of Morrisette \$1,850
		General Expenses Total	4,946	6,250	969	6,250	6,250	(6,250)	
		Conservation Commission Total	8,659	10,039	1,349	10,039	10,039	-	V
Renewable Energy Expense									
01419118	55547	ENR- Renewable Energy Expense	-	-	-	1	1	-	Do not anticipate any expenditures in 2021.
		General Expenses Total	-	-	-	1	1	-	
		Renewable Energy Expense	-	-	-	1	1	-	
Zoning Board of Adjustment									
01419103	51200	ZO- Sal/Wages PT	503	860	285	860	860	-	Recording secretaries @ \$15 per hour
		Salaries Total	503	860	285	860	860	-	
01419103	52200	ZO- FICA	31	53	18	53	53	-	
01419103	52210	ZO- Medicare	7	12	4	12	12	-	
		Benefits Total	38	66	22	66	66	-	
01419103	55091	ZO- Education/Training	60	200		200	200	-	min. training allotment for board members
01419103	55171	ZO- Legal/Public Notices	1,730	1,200	1,221	1,200	1,200	-	
01419103	55224	ZO- Postage	1,965	2,000	898	2,000	2,000	-	expenses are estimated for ZBA case administration (majority of costs paid by applicant)
		General Expenses Total	3,754	3,400	2,119	3,400	3,400	-	
		Zoning Total	4,295	4,326	2,426	4,326	4,326	-	V

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BRC Budget									
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Org	Object	Description	2019 Actual	2020 Budget	2020 Actual Expenses as of 09/30/20	2021 Prelim Budget	2021 BRC Budget	2021 BRC Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	Explanation
Historic District Commission									
01419104	51200	HD- Sal/Wages PT	495	650	90	650	650	-	Recording secretaries @ \$15 per hour
		Salaries Total	495	650	90	650	650	-	
01419104	52200	HD- FICA	31	40	5	40	40	-	Based on wages: 6.2%
01419104	52210	HD- Medicare	7	9	1	9	9	-	Based on wages: 1.45%
		Benefits Total	38	50	6	50	50	-	
01419104	55050	HD-Conf Rooms/Meals	-	200		200	200	-	
01419104	55088	HD- Dues	-	50		50	50	-	Min amt for dues associated with various organizations work with HDCs
01419104	55091	HD- Education/Training	-	200		200	200	-	min. training allotment for board members
01419104	55138	HD- Grant Matching	22,500	10,000		10,000	1,000	(9,000)	CLG (Certified Local Government) Grant match
01419104	55171	HD- Legal/Public Notices	83	100	130	100	100	-	
01419104	55224	HD- Postage	235	350	139	350	350	-	Expenses are estimated for HDC case administration
01419104	55227	HD- Printing	-	125		125	125	-	Printing needs for HDC as they arise
01419104	55246	HD- Reference Material	-	100		100	100	-	
		General Expenses Total	22,819	11,125	269	11,125	2,125	(9,000)	
		Historic District Commission Total	23,351	11,825	365	11,825	2,825	(9,000)	V
Heritage Commission									
01419106	51200	HC- Sal/Wages PT	465	540	135	540	540	-	Recording secretaries @ \$15 per hour
		Salaries Total	465	540	135	540	540	-	
01419106	52200	HC- FICA	29	33	8	33	33	-	Based on wages: 6.2%
01419106	52210	HC- Medicare	7	8	2	8	8	-	Based on wages: 1.45%
		Benefits Total	36	41	10	41	41	-	
01419106	55058	HC- Contract Services	64			1	1	-	
01419106	55088	HC- Dues	-	50		50	50	-	
01419106	55091	HC- Education/Training	-	200		200	200	-	Min. training allotment for board members
01419106	55138	HC- Grant Matching	-	1		1	1	-	
01419106	55224	HC- Postage	-	25		25	25	-	Expenses are estimated for Heritage Commission case administration
01419106	55227	HC- Printing	-	35		35	35	-	
		General Expenses Total	64	311	-	312	312	-	
01419106	55347	Transfer Out	423						
			423	-	-	-	-	-	Year End Balance Transfer
		Heritage Commission Total	988	892	145	893	893	-	V

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		Total Planning & Development	685,257	720,151	481,791	715,997	707,312	(8,685)	
Police Department									
Police									
	51110	Sal/Wages FT	1,254,832	1,740,359	1,276,343	1,746,778	1,746,778	-	29 FT (Chief, Deputy, Sergeants, Lieutenant, Officers, ACO, Admin)
	51125	First Responder Stipend	-	-	59,657	-	-	-	Paid for by Coronavirus Relief Fund
	51150	Vacation Replacement OT	42,841	46,587	30,571	46,587	46,587	-	Shift replacement OT
	51200	Sal/Wages PT	15,614	35,882	11,865	14,500	14,500	-	1 PT officer, 1 PT secretarial/admin
	51300	Sal/Wages OT	78,553	97,000	34,291	97,000	97,000	-	Coverage OT, special OT
	51350	FEMA Storm Related OT	-	1	-	1	1	-	
	51400	Longevity Pay	3,000	2,300	650	1,700	1,700	-	For hires before 1/1/2010 only
	51410	Sick Replacement OT	20,325	19,250	8,505	19,250	19,250	-	Shift replacement OT
	51420	Holiday Pay	61,158	58,920	22,328	58,231	58,231	-	
	51425	Firearm Incentive	1,250	1,500	2,433	1,500	1,500	-	Instructor incentive of \$500 per employee
	51430	Field Training Incentive OT	3,495	5,491	8,991	5,000	5,000	-	Section 10.13 of current CBA
	51450	Education Incentive	5,260	3,660	4,160	4,160	4,160	-	Ed pay for those hired prior to 1/1/2010
	51455	Training Regular Pay	642	-	4,477	-	-	-	
	51440	Training Coverage - OT	4,647	-	6,830	-	-	-	
		Salaries Total	1,491,617	2,010,950	1,471,101	1,994,707	1,994,707	-	
	52100	Health Insurance	358,945	422,102	290,833	418,131	438,395	20,264	2.5% increase in the premium rate
	52110	Dental Insurance	26,141	34,151	18,327	29,607	30,963	1,356	No change in the premium rate
	52120	Life Insurance	1,967	1,674	1,281	1,890	1,728	(162)	No change in the premium rate
	52130	LTD Insurance	282	981	467	933	1,014	81	No change in the premium rate
	52200	FICA	10,463	13,417	8,015	12,350	12,350	-	Based on wages: 6.2%
	52210	Medicare	26,593	29,159	21,235	28,923	28,923	-	Based on wages: 1.45%
	52300	Retirement Town	16,595	20,164	14,683	23,264	23,264	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
	52310	Retirement Police	479,612	510,191	367,769	561,438	561,438	-	Based on wages: 28.43% Jan-Jun; 33.88% Jul-Dec
		Benefits Total	920,597	1,031,839	722,610	1,076,536	1,098,075	21,539	
	55001	Accreditation	1,000	4,014	4,014	5,716	5,716	-	Added PowerDMS document management software yearly account - is necessary to seek CALEA accreditation
	55035	Chiefs Expenses	998	1,000	414	1,000	1,000	-	covers empl. Awards, retirement, emergency meals
	55043	Community Relations	2,022	2,500	11	2,500	2,500	-	Plaques, DARE, crime preventive items increase by \$500 to include NNO yearly
	55045	Vehicle Computer Equipment	5,852	5,800	-	6,565	6,565	-	Update cruisers/laptops (rhino tab)
	55047	Computer Maintenance	1,402	18,575	8,620	17,500	17,500	-	Contract with an IMC computer technician (cost split with Fire Dept)

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	55050	Conf/Room/Meals	1,500	3,000	43	3,000	3,000	-	Professional dues added \$1,500 for Deputy Chief to attend IACP conference.
	55057	Prosecutor Service	87,616	45,000	1,860	35,000	35,000	-	Per diem prosecutorial services
	55064	Court Mileage Reimbursement	95	1	-	1	1	-	
	55549	Covid-19 Expenses	-	-	-	1	1	-	Expenses related to safety and maintenance for Covid-19
	55087	Dry Cleaning	14,600	15,000	11,250	12,000	12,000	-	Contractual cost increase
	55088	Dues	8,493	8,350	5,828	8,545	8,545	-	SERT
	55091	Education/Training	13,325	13,000	10,285	13,000	13,000	-	Training course costs/meal reimbursement for the entire department (including civilians).
	55106	Equipment Purchase	28,258	20,752	6,591	17,750	17,750	-	Furniture, bike parts, cruiser parts, building costs, taser replacements, Public Eye
	55128	Fuel	45,472	42,192	25,120	43,440	43,440	-	Fuel for patrol vehicles using monthly average at the current rate of \$2.39 (use would lower with hybrid cruiser).
	55133	General Expenses	6,218	8,850	6,718	6,000	6,000	-	Memorial Monument and landscaping at Public Safety Complex
	55138	Grant Matching	-	1	-	1	1	-	
	55160	Investigation	4,816	5,000	2,121	5,000	5,000	-	Covers drug investigation costs and equipment
	55190	Mobile Communications	2,969	3,146	1,450	3,147	3,147	-	
	55193	Munitions	6,878	11,717	6,955	12,000	12,000	-	
	55199	Office Equipment Maintenance	2,978	5,724	3,816	5,725	5,725	-	Maintenance contract upgraded from 2 machines to 6 including printers and all service, parts and labor - will reduce cost of office supplies.
	55200	Office Supplies	14,465	11,800	8,396	11,800	11,800	-	Office supplies, new contract eliminates ink toner, evidence, prosecution, photo
	55224	Postage	1,455	1,329	790	1,200	1,200	-	Postage costs for mailings adjusted for actual average
	55270	Software Agreement	15,612	17,068	17,067	17,070	17,070	-	Tritech IMC contract - records, emergency operations, and interface for POL and FD Center Contract increase.
	55314	Uniforms	16,386	15,385	10,097	15,385	15,385	-	Cost of uniforms/equipment for 40 employees
	55319	Vehicle Maintenance	19,823	21,000	9,944	21,000	21,000	-	Covers repair costs for 19 vehicles
	55321	Veterinarian Service	928	2,150	750	2,150	2,150	-	contract with NHSPCA
	55104	Veterinarian Equipment	962	800	-	500	500	-	ACO equipment added splitting cost of the online dog licensing lookup software management with Town Clerk
		General Expenses Total	304,122	283,154	142,140	266,996	266,996	-	
	57009	Capital Outlay -Vehicles	35,931	-	-	-	-	-	
	xxxx	Capital Outlay - Parking Enforcement Equipment	-	1	-	1	1	-	Parking Enforcement - scanner and equipment for enforcement of 2 hour parking in the downtown area
		Capital Outlay Total	35,931	1	-	1	1	-	
		Total Police Department	2,752,267	3,325,944	2,335,850	3,338,240	3,359,779	21,539	V

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Fire Department									
	51110	Sal/Wages FT	1,875,187	1,977,689	1,471,856	1,992,370	1,992,370	-	31 FT plus 2 new FT Firefighter/Medics for 6 mos.
	51120	Sal/Wages Stipend	500	500	1,000	500	500	-	
	51125	First Responder Stipend			66,814			-	Paid for by Coronavirus Relief Fund - Not in Budget
	51150	Vacation Replacement OT	24,448	25,567	18,546	18,362	18,362	-	Shift replacement OT for vacations
	51200	Sal/Wages PT	6,461	17,489	4,204	17,468	17,468	-	1 PT Admin Assistant
	51300	Sal/Wages Call Back OT	104,229	120,159	47,460	120,159	120,159	-	General OT - call back
	51130	Personal Replacement OT	12,277	24,618	-	20,557	20,557	-	Shift replacement OT for personal leave
	51350	FEMA Storm Related OT	-	1	3,482	1	1	-	
	51400	Longevity Pay	6,600	6,850	950	6,550	6,550	-	For employees hired prior to 1/1/2006
	51410	Sick Replacement OT	37,793	30,377	16,546	31,943	31,943	-	
	51420	Holiday Pay	92,729	97,259	1,155	98,816	98,816	-	
	51600	Sal/Wages On Call	1,146	5,000	492	2,500	2,500	-	
		Salaries Total	2,161,370	2,305,509	1,632,505	2,309,226	2,309,226	-	
	52100	Health Insurance	450,297	445,329	337,723	456,978	458,300	1,322	2.5% increase in the premium rate
	52110	Dental Insurance	33,393	41,241	26,499	42,091	42,091	-	No change in the premium rate
	52120	Life Insurance	2,177	1,890	1,400	1,890	1,890	-	No change in the premium rate
	52130	LTD Insurance	1,048	1,089	355	1,089	1,001	(88)	No change in the premium rate
	52200	FICA	3,774	5,121	2,949	4,976	4,976	-	Based on wages: 6.2%
	52210	Medicare	27,956	31,750	22,274	33,484	33,484	-	Based on wages: 1.45%
	52300	Retirement Town	6,462	6,713	5,132	7,611	7,611	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
	52320	Retirement Fire	624,750	668,877	474,127	704,900	704,900	-	Based on wages: 30.09% Jan-Jun; 32.99% Jul-Dec
		Benefits Total	1,149,857	1,202,010	870,459	1,253,019	1,254,253	1,234	
	55019	Breathing Apparatus	12,485	12,340	2,351	11,245	11,245	-	Breathing apparatus testing and repairs & air compressor certification and repairs
	55035	Chiefs Expenses	665	720	518	720	720	-	expenses for meetings, dinners
	55038	Cistern Maintenance	1,311	1,600	-	1,600	1,600	-	Cistern & dry hydrant maintenance
	55041	Command Supplies	6,500	6,500	405	5,000	5,000	-	Emergency Operations Center radio reprogramming, replacement & repairs. Notification equipment including pagers and texting equipment and phone lines.
	55042	Communications Equipment	14,796	10,905	3,500	9,905	9,905	-	Radios and vehicle mobile data terminals (VDTs)
	55224	Postage	355	519	296	519	519	-	\$1,650 each - examples include FDIC conference, FRI international, IMT annual conference. Line restored to pre FY19 level.
	55058	Contract Services	-	20,340	8,220	20,280	20,280	-	Fire alarm contract maintenance, new IT maintenance proposal cost share 50/50 with Police Department.
	55087	Dry Cleaning	315	325	242	325	325	-	Dry cleaning of chief officer uniforms & Class A dress uniforms.

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Org	Object	Description	2019 Actual	2020 Budget	2020 Actual Expenses as of 09/30/20	2021 Prelim Budget	2021 BRC Budget	2021 BRC Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	Explanation
	55088	Dues	7,166	7,224	6,571	7,088	7,088	-	Seacoast Region Hazmat team annual assessment, Seacoast Chiefs
	55091	Education/Training	11,413	15,990	5,645	15,990	15,990	-	Tuition for college classes, fire certifications and education supplies.
	55106	General Equipment Purchase	43,351	45,000	5,716	45,000	45,000	-	Firefighting equipment purchase and replacement.
	55122	Fire Alarm Supplies	6,010	6,310	187	6,310	6,310	-	Town wide fire alarm system maintenance.
	55123	Fire Prevention Supplies	4,490	5,450	2,379	5,450	5,450	-	Fire investigation supplies.
	55128	Fuel	15,348	15,093	7,912	15,107	15,107	-	Gas and diesel fuel for all fire department vehicles
	55132	General Equipment Repair	3,431	3,250	2,828	3,250	3,250	-	Small tool & equipment repair.
	55133	General Expenses	3,150	3,200	1,569	3,200	3,200	-	Background investigations, water, emergency scene rehabilitation, supplies, etc.
	55144	Hazmat Supplies	355	1,294	448	1,294	1,294	-	Hazardous materials monitoring equipment, clean up and control supplies.
	55149	Hose Replacement	8,697	9,022	1,709	5,651	5,651	-	Fire hose replacement and repair.
	55151	Hydrant Maintenance	20,000	20,000	15,000	20,000	20,000	-	Hydrant maintenance performed by water department (fixed fee)
	55190	Mobile Communications	3,233	4,566	1,643	4,203	4,203	-	Cell phone plan and data usage for staff cars, engines, and fire prevention
	55199	Office Equipment Maintenance	2,555	2,815	2,145	2,425	2,425	-	Lease agreements & service contracts for copier and time clock. Lesae agreement for new color copier is \$15 monthly increase over FY19
	55200	Office Supplies	2,048	2,265	1,734	2,265	2,265	-	Office supplies for department (excluding health)
	55214	Physicals	7,003	8,565	285	8,565	8,565	-	Pre-employment for new hires and annual physicals for all fire personnel. 14 personnel due for chest x-ray and EKG in FY20.
	55050	Conf/Room/Meals	2,519	4,200	-	4,200	1,000	(3,200)	\$1,400 each: examples include - FDIC conference, IAFC - FRI International, IMT Annual Conference.
	55230	Protective Equipment	32,151	34,198	24,675	34,198	34,198	-	Turnout gear replacement, inspections, repair.
	55237	Radio Repairs/Maintenance	7,857	8,728	2,058	8,728	8,728	-	Maintenance and programming FD portable and mobile radios, annual service contract with 2-Way communications.
	55270	Software Agreement	8,267	9,452	7,426	8,254	8,254	-	All annual software IMC dispatching program and public eye mobile data terminals annual licensing agreement and fees.
	55282	Building Supplies	1,997	2,000	1,737	2,000	2,000	-	Laundry and miscellaneous building supplies
	55314	Uniforms	21,111	23,830	16,207	23,830	23,830	-	Uniforms for 30 personnel plus call personnel
	55319	Vehicle Maintenance	38,346	38,544	20,033	38,544	38,544	-	Vehicle maintenance, inspections, tires, annual pump and aerial testing and certifications.
	55264	Shelter Equipment	-	1,200	-	1	1	-	Agreement with SAU16 to provide shelter food/supplies as necessary.
	55095	Emergency Management Equipment	3,500	3,500	135	3,500	2,500	(1,000)	FEMA line if needed
	55119	FEMA Reimb -Force Labor	-	1	-	-	-	-	FEMA line if needed
	55118	FEMA Reimb - Force Equip	-	1	-	-	-	-	FEMA line if needed

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		General Expenses Total	290,426	328,947	143,574	318,647	314,447	(4,200)	
	57006	Capital Outlay	18,900	15,445	8,560	16,988	16,988	-	FY20 is upgrade of audio-visual equipment in EOC.
		Capital Outlay Total	18,900	15,445	8,560	16,988	16,988	-	
		Total Fire Department	3,620,553	3,851,911	2,655,098	3,897,880	3,894,914	(2,966)	V
Public Safety Shared Services									
Communications									
01429905	51110	PDD- Sal/Wages FT	207,025	228,143	146,728	213,239	213,239	-	5 FT Staff
01429905	51150	PDD- Vacation Replacement OT	12,857	9,000	5,768	9,000	9,000	-	covers vacation/personal days for dispatchers
01429905	51200	PDD- Sal/Wages PT	4,538	3,500	-	2,500	2,500	-	Reduced to budget for one at several shifts a month
01429905	51300	PDD-Sal/Wages OT	11,378	14,600	14,058	14,600	14,600	-	covers cost in emergencies and regular coverage added \$3000 from sick replacement
01429905	51350	PDD-FEMA Storm Related OT	-	1	-	1	1	-	Expenses related to declared emergencies
01429905	51400	PDD-Longevity Pay	300	700	300	-	-	-	contract item
01429905	51410	PDD-Sick Replacement OT	4,412	3,000	812	3,000	3,000	-	covers OT for dispatchers out sick removed \$3000 to be placed into reg OT
01429905	51420	PDD-Holiday Pay	8,437	9,680	4,344	9,032	9,032	-	contract item
01429905	51430	PDD-Sal/Wages FTO Incentive	1,271	-	1,867	-	-	-	
01429905	51440	PDD-Training Coverage - OT	-	-	822	-	-	-	
01429905	51455	PDD-Training Regular Pay	220	-	1,188	-	-	-	
01429905	51450	PDD-Education Incentive	-	1,000	-	1,000	1,000	-	contract item
		Salaries Total	250,438	269,624	175,887	252,372	252,372	-	
01429905	52100	PDD-Health Insurance	49,254	36,632	29,007	62,231	63,788	1,557	2.5% increase in the premium rate
01429905	52110	PDD-Dental Insurance	3,374	4,579	1,990	4,579	4,036	(543)	No change in the premium rate
01429905	52120	PDD-Life Insurance	291	270	209	378	270	(108)	No change in the premium rate
01429905	52200	PDD-FICA	14,511	16,717	10,975	15,647	15,647	-	Based on wages: 6.2%
01429905	52210	PDD-Medicare	3,397	3,910	2,567	3,659	3,659	-	Based on wages: 1.45%
01429905	52300	PDD-Retirement Town	20,093	29,726	18,190	31,689	31,689	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	90,920	91,833	62,938	118,183	119,089	906	
01429905	55105	PDD-Equipment Maintenance	23,662	20,825	10,575	20,825	20,825	-	covers our maintenance/service yearly and monthly contracts
01429905	55108	PDD-Equipment Repair	5,456	5,800	852	5,800	5,800	-	uncovered repair costs
01429905	55256	PDD-Phone Repairs/Service	129	300	-	300	300	-	uncovered phone repair costs Revised with past spending and removed Ipad from this account
		General Expenses Total	29,247	26,925	11,427	26,925	26,925	-	
01429905	57006	PDD- Capital Outlay-Equipment	-	28,700	-	-	-	-	Public Safety Camera System transferred from IT Budget
		Capital Outlay Total	-	28,700	-	-	-	-	

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		Communications Total	370,605	417,082	250,252	397,480	398,386	906	V
Health									
01441105	51110	FH- Sal/Wages FT	56,749	58,647	44,758	60,194	60,194	-	1 FT: Health Officer
		Salaries Total	56,749	58,647	44,758	60,194	60,194	-	
01441105	52110	FH- Dental Insurance	1,502	1,900	1,086	1,900	1,900	-	No change in the premium rate
01441105	52120	FH- Life Insurance	135	108	84	108	108	-	No change in the premium rate
01441105	52200	FH- FICA	3,690	3,636	2,775	3,732	3,732	-	Based on wages: 6.2%
01441105	52210	FH- Medicare	863	850	649	873	873	-	Based on wages: 1.45%
01441105	52300	FH- Town Retirement	6,152	6,551	4,999	7,598	7,598	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	12,342	13,045	9,593	14,211	14,211	-	
01441105	55293	FH- Supplies	539	950	53	950	950	-	Health Inspection and office supplies
01441105	55224	FH- Postage	44	77	18	77	77	-	Health Dept. mailings
01441105	55055	FH- Consulting	140	1,000	-	1	1	-	Hazardous Materials Remediation & Consulting for Sportsmen's Club project
01441105	55190	FH- Mobile Communications	1,310	1,608	686	1,023	1,023	-	Phone plan & mobile data terminal usage for Health Officer.
01441105	55191	FH- Mosquito Control	56,100	56,100	44,880	39,000	39,000	-	Mosquito control maintenance contract costs
01441105	55270	FH- Software Agreement	2,253	2,253	2,388	2,400	2,400	-	Metverse forms and reporting
01441105	55308	FH- Travel Reimbursement	87	500	-	500	500	-	Mileage reimbursement for Health Officer
01441105	55050	FH- Conf/Room/Meals	774	795	-	795	795	-	Training, Meeting and Seminars for Health Officer
01441105	55088	FH- Dues	35	35	45	45	45	-	Health Dept. dues & memberships
		General Expenses Total	61,282	63,318	48,070	44,791	44,791	-	
		Health Total	130,373	135,010	102,421	119,196	119,196	-	V
		Total Public Safety Shared Services	500,978	552,093	352,673	516,676	517,582	906	V
Public Works - General Fund									
Administration & Engineering									
01431101	51110	PWA- Sal/Wages FT	436,703	448,227	307,064	457,847	457,847	-	6 FT: Director, Town Eng, Eng Tech, Office Mgr, Office Clerk, Asst Engineer
01431101	51200	PWA- Sal/Wages PT	-	500	-	500	1	(499)	1- PT-recording secretary for River Committee @ \$15/hr
01431101	51300	PWA- Sal/Wages OT	480	500	96	500	500	-	
		Salaries Total	437,183	449,227	307,160	458,847	458,348	(499)	
01431101	52100	PWA- Health Insurance	63,446	64,080	43,529	80,339	82,348	2,009	2.5% increase in the premium rate
01431101	52110	PWA- Dental Insurance	5,367	6,136	3,430	6,986	6,986	-	No change in the premium rate
01431101	52120	PWA- Life Insurance	689	540	386	594	540	(54)	No change in the premium rate
01431101	52130	PWA- LTD Insurance	1,248	1,089	533	1,065	1,120	55	No change in the premium rate
01431101	52200	PWA- FICA	25,720	27,852	18,505	28,449	28,418	(31)	Based on wages: 6.2%

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01431101	52210	PWA- Medicare	6,015	6,514	4,327	6,653	6,646	(7)	Based on wages: 1.45%
01431101	52300	PWA- Retirement Town Benefits Total	47,400	50,123	34,310	57,861	57,861	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
			149,885	156,334	105,020	181,947	183,919	1,972	
01431101	55003	PWA- Drug/Alcohol Testing	590	1,200	678	1,200	1,200	-	Contract w/Access; required (per USDOT) random testing for all CDL holders & screening new hires
01431101	55048	PWA- Computer Software			357			-	
01431101	55050	PWA- Conf/Room/Meals	1,672	3,000	-	1	1	-	National or regional conf 60% Dir, Town Eng; 100% Maint Supt, Hwy Supt @\$1100 ea
01431101	55058	PWA- Contracted Services	-	25,000	18,000	1	1	-	Moved to CIP
01431101	55088	PWA- Dues	635	700	650	700	700	-	Dues: APWA \$210, NHPWA \$100, Mutual Aid \$25; Licenses: PE 2@150/2 yr
01431101	55091	PWA- Education/Training	1,224	2,000	1,800	2,000	2,000	-	Education and training for staff
01431101	55128	PWA- Fuel	1,274	1,345	760	1,345	1,345	-	Dir & Eng vehicles
01431101	55133	PWA- General Expenses	791	850	250	850	850	-	Meal reimbursement during extended operations per Director's determination
01431101	55158	PWA- Insurance Deductible	-	1,000	-	1,000	1	(999)	Damage repairs on insurance claims
01431101	55181	PWA- Master Fuel Account	3,273	1	12,236	1	1	-	Bulk fuel delivery charges less dept allocations; for 109 vehicles
01431101	55190	PWA- Mobile Communications	898	1,200	787	1,200	1,200	-	60% Director, Town Engineer & Asst Engineer; 100% Highway, MiFi (Engineering)
01431101	55200	PWA- Office Supplies	9,872	10,000	6,267	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	212	500	777	500	500	-	
01431101	55237	PWA- Radio Repairs	12	600	-	600	600	-	4 Desk sets, 6 portables, 42 vehicle units
01431101	55238	PWA- Radio Replacement	-	1,000	-	1,000	1,000	-	Digital repeater to communicate with Fire & Police
01431101	55319	PWA- Vehicle Maintenance	1,031	600	154	600	600	-	Dir & Eng vehicles
		General Expenses Total	21,483	48,996	42,716	20,998	19,999	(999)	
01431101	55998	PWA- Due from Water Fund	(117,533)	(121,104)	(90,753)	(128,151)	(128,453)	(302)	20% Water Fund offset
01431101	55999	PWA- Due from Sewer Fund	(117,533)	(121,104)	(90,753)	(128,151)	(128,453)	(302)	20% Sewer Fund offset
		Due from Water/Sewer Funds Total	(235,066)	(242,209)	(181,506)	(256,302)	(256,907)	(604)	
		Administration & Engineering Total	373,485	412,348	273,390	405,490	405,359	(131)	V
Highways and Streets									
01431202	51110	HWY- Sal/Wages FT	611,717	639,436	494,317	660,834	660,834	-	12 FT
01431202	51210	HWY- Sal/Wages Temp	-	1		1	1	-	Intern, Summer/Fall laborer
01431202	51300	HWY- Sal/Wages OT	19,409	20,000	6,287	20,000	20,000	-	Emergency ops, callouts, flood watch, voting/traffic control
01431202	51310	HWY- Sal/Wages Stand-By	7,160	7,280	5,480	7,280	7,280	-	After hours on-call status, \$140/wk per union contract
01431202	51350	HWY- FEMA Storm Related OT	-	1		1	1	-	Expenses related to declared emergencies
01431202	51400	HWY- Longevity Pay	7,450	6,650	1,050	6,900	6,900	-	8 FT per union contract
		Salaries Total	645,736	673,368	507,134	695,016	695,016	-	

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01431202	52100	HWY- Health Insurance	188,733	209,428	159,882	209,068	214,075	5,007	2.5% increase in the premium rate
01431202	52110	HWY- Dental Insurance	11,296	13,464	9,289	13,971	13,971	-	No change in the premium rate
01431202	52120	HWY- Life Insurance	856	702	858	783	702	(81)	No change in the premium rate
01431202	52200	HWY- FICA	37,582	41,749	31,681	43,091	43,091	-	Based on wages: 6.2%
01431202	52210	HWY- Medicare	8,789	9,764	7,407	10,078	10,078	-	Based on wages: 1.45%
01431202	52300	HWY- Retirement Town	69,816	75,215	58,068	87,908	87,908	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	317,072	350,322	267,185	364,899	369,825	4,926	
01431202	55013	HWY- Asphalt Reclamation	10,000	10,000		10,000	10,000	-	Grinding & screening to recycle asphalt and concrete into reusable product. Screening compost and sand
01431202	55020	HWY- Bridge Repairs	6,830	5,500		24,000	24,000	-	Replace deck and bridge rail at Garrison Lane red-list bridge (in-house)
01431202	55066	HWY- Culvert Repairs	3,026	2,000	510	2,000	2,000	-	Repair or replace culverts (pipes & headers)
01431202	55071	HWY- Dam Maintenance	9,012	15,000	4,875	2,500	2,500	-	Dam & abutment concrete & mechanical repairs at Pickpocket, Colcord
01431202	55072	HWY - Dam Registration	400	400	-	400	400	-	Annual NHDES fees (due December) Sloans Brook
01431202	55091	HWY- Education/Training	1,673	3,000	450	1,500	1,500	-	Classes, licensing (CDL, UNH Tech Transfer classes)
01431202	55096	HWY- Emergency Traffic Control	1,000	1,000		500	500	-	Uniformed officer in high traffic, emergencies
01431202	55107	HWY- Equipment Rentals	4,830	4,500		2,000	2,000	-	Rental of equipment not owned by Town, including bulldozer, excavator, grader, screen
01431202	55128	HWY- Fuel	34,020	21,455	20,918	19,455	19,455	-	Fuel for highway dept vehicles & equipment
01431202	55134	HWY- General Hand Tools	3,724	4,000	2,217	3,500	3,500	-	Repl/repair hand tools incl. compacter, hand-saw, chainsaws, small power tools
01431202	55190	HWY- Mobile Communications	1,415	1	1,226	1	1	-	moved to phone reimbursement
01431202	55212	HWY- Phone Reimbursement	1,840	2,400	840	2,400	2,400	-	Cell Phone stipend \$50/mo for Supt + 3 Foremen
01431202	55257	HWY- Safety Equipment	6,597	4,500	3,900	4,000	4,000	-	Hardhats, vests, eye protection, Technu, steel-toed boot repl \$185/yr per employee
01431202	55267	HWY- Signs	5,913	14,000	4,629	7,000	7,000	-	Sign replacement for retro reflectivity, damages.
01431202	55285	HWY- Storm Drain Repair	10,039	9,000	2,429	6,000	6,000	-	Repair drain castings. 1,305 catch basins
01431202	55286	HWY- Street Marking	24,516	30,000	22,529	25,000	25,000	-	Fog lines, center lines, parking spaces (butyl rubber by contractor); crosswalks 2x yr
01431202	55287	HWY- Street Repairs/Maint	19,476	18,000	16,790	18,000	18,000	-	Patching town roads & shoulder repair materials; includes asphalt, concrete, gravel
01431202	55310	HWY- Tree Maintenance	20,559	22,500	8,416	17,500	17,500	-	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)
01431202	55314	HWY- Uniforms	4,436	6,000	3,947	6,000	6,000	-	12 employees
01431202	55319	HWY- Vehicle Maintenance	34,407	45,000	26,748	40,000	40,000	-	Maintenance of all dept vehicles and equip
01431202	55337	HWY- Weed Control	8,000	8,000	6,000	8,000	8,000	-	Along medians & curbing; contract w/licensed herbicide applicator, \$2000/app x 4/yr
		General Expenses Total	211,714	226,256	126,424	199,756	199,756	-	

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01431202	55251	HWY-Road Paving/Maintenance	745,790	800,000	416,244	700,000	700,000	-	Incl crack sealing, reconstruction, etc. 3% increase material cost
01431202	55067	HWY- Culvert Replacement	696	23,000	5,551	23,000	23,000	-	Tamarind Lane 18" steel culvert replacement or reline
01431202	55266	HWY- Sidewalks/Curbing	15,220	15,000		10,000	10,000	-	Sidewalks and curbing, minor repair & replacements
01431202	55284	HWY- Storm Drain Cleaning	19,989	25,000	19,980	20,000	20,000	-	Annual clean 50% catch basins, material testing
		Capital Outlay Total	781,696	863,000	441,775	753,000	753,000	-	
		Highways & Streets Total	1,956,218	2,112,946	1,342,518	2,012,671	2,017,597	4,926	V
Snow Removal									
01431903	51300	PS- Sal/Wages - OT Snow	101,114	72,700	27,568	70,000	70,000	-	Includes Mechanic
01431903	51350	PS- Sal/Wages - FEMA Storm Related	-	1		1	1	-	Expenses related to declared emergencies
		Salaries Total	101,114	72,701	27,568	70,001	70,001	-	
01431903	52200	PS- FICA	6,206	4,507	1,704	4,340	4,340	-	Based on wages: 6.2%
01431903	52210	PS- Medicare	1,451	1,054	399	1,015	1,015	-	Based on wages: 1.45%
01431903	52300	PS- Retirement Town	10,824	8,121	3,022	8,831	8,831	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	18,482	13,682	5,125	14,186	14,186	-	
01431903	55026	PS- Calcium Chloride	-	500		1	1	-	Salt additive used during harsh temperatures in the winter
01431903	55061	PS- Contracted Snow Removal	29,698	50,000		45,000	45,000	-	Hire contractors w/10 wheelers to remove snow for safety downtown, Lincoln St, Ports Ave.
01431903	55118	PS- FEMA Reimb Force Equip	-	1		1	1	-	Expenses declared winter emergencies
01431903	55119	PS- FEMA Reimb Force Labor	-	1		1	1	-	Expenses declared winter emergencies
01431903	55128	PS- Fuel	12,755	19,670	5,608	17,000	17,000	-	Fuel for snow removal vehicles
01431903	55216	PS- Plow Damages	3,771	4,000	732	3,500	3,500	-	Private property damage caused by snow plows
01431903	55218	PS- Plowing	168,780	85,000	72,533	80,000	80,000	-	Hire contractors to plow, including dedicated Lincoln St improvements
01431903	55258	PS- Salt	98,520	65,000	41,726	60,000	60,000	-	Winter salt for town roads, sidewalks, parking lots; 2020 \$46.75/ton
01431903	55259	PS- Sand	982	1,000	1,440	1,000	1,000	-	Purchase sand during winter months to spread along the town roads, sidewalks, parking lots
01431903	55319	PS- Vehicle Maintenance	30,991	23,000	16,092	20,500	20,500	-	Repair snow plows and snow removal equip
		General Expenses Total	345,496	248,172	138,131	227,003	227,003	-	
		Snow Removal Total	465,091	334,555	170,824	311,190	311,190	-	V
Solid Waste Disposal									
01432304	51200	SW- Sal/Wages PT	17,592	18,196	12,937	18,627	18,627	-	1 PT @ 16 hrs/wk including transfer station winter schedule and weekend trash removal
01432304	51300	SW- Sal/Wages OT	11,883	5,000	4,997	4,000	4,000	-	OT for Highway employees assigned to Transfer Station
		Salaries Total	29,475	23,196	17,934	22,627	22,627	-	

2021 General Fund Budget									
BRC Budget									
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01432304	52200	SW- FICA	1,622	1,438	1,111	1,403	1,403	-	Based on wages: 6.2%
01432304	52210	SW- Medicare	379	336	260	328	328	-	Based on wages: 1.45%
01432304	52300	SW-Retirement	1,264	559	558	505	505	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	3,266	2,333	1,929	2,236	2,236	-	
01432304	55018	SW- Blue Bags	115,233	75,000	108,902	115,000	115,000	-	Includes vendor delivery to store; offset by revenue
01432304	55054	SW- Construction Debris	8,044	10,000	8,090	10,000	10,000	-	Construction debris container at Transfer Station
01432304	55082	SW- Disposal/Recycling Contract	981,280	1,001,880	637,545	1,020,000	1,030,000	10,000	Per contract with Waste Management June 2017 through May 2022 with 3% annual increases
01432304	55086	SW- Brush Grinding	15,300	23,000	1,840	15,000	15,000	-	Brush grinding and removal by contractor 2 to 3x per year as space needs require (contracted with Dirt Doctor thru 2022)
01432304	55091	SW- Education/Training	(111)	650	100	200	200	-	Solid waste training
01432304	55092	SW- Electricity	1,549	1,500	1,246	1,500	1,500	-	Transfer station building
01432304	55093	SW- Electronic Waste Expense	8,927	14,000	5,341	10,000	10,000	-	Removal of electronic waste collected at Transfer Station, offset by sticker revenue
01432304	55150	SW- Household Haz Waste Removal	28,631	39,000		42,750	42,750	-	Cost of annual Oct event; Exeter share \$11,300 the rest offset by regional collection revenue & State grant
01432304	55163	SW- Landfill Monitoring	46,916	70,000	16,958	100,000	100,000	-	Gas and water quality testing, including PFAS & 1,4-dioxane at Cross Road landfill \$25k; seep metals loading by GZA; landfill cap settlement & slope repair \$75k in 2021
01432304	55186	SW- Metal Removal	1,475	3,000	550	3,000	1,500	(1,500)	Hauling charge to remove metals & white goods
01432304	55201	SW- Operations Maintenance	4,636	8,400	5,458	5,000	5,000	-	Mowing, materials and supplies at the Transfer Station
01432304	55244	SW- Recycle Containers	12,987	13,100	18,930	13,100	13,100	-	Downtown litter bins; 65 gal carts & 12 gal bins and other trash bins; offset by revenue
01432304	55293	SW- Supplies	3,312	1,700	583	1,500	1,500	-	Offices to sell
01432304	55300	SW- Tire Disposal	2,500	2,500		2,000	2,000	-	Disposal of Town tires
01432304	55366	SW- Yard Waste	15,054	15,505	7,638	15,972	15,972	-	Twice per year curbside collection- leaf and yard waste
		General Expenses Total	1,245,734	1,279,235	813,181	1,355,022	1,363,522	8,500	
		Solid Waste Disposal Total	1,278,475	1,304,764	833,044	1,379,885	1,388,385	8,500	V
Street Lights									
01431605	55092	PW- Electricity- Street Lights	169,888	160,000	109,218	160,000	160,000	-	All street lights in Town rights-of-way
01431605	55303	PW- Traffic Light Maintenance	11,127	10,340	2,415	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	181,015	170,340	111,633	169,000	169,000	-	
		Street Lights Total	181,015	170,340	111,633	169,000	169,000	-	V

2021 General Fund Budget									
BRC Budget									
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Stormwater									
01431118	55293	STW- Supplies	2,037	2,700	150	2,700	2,700	-	Pet waste bags (Town Clerk & Highway), plotter supplies (ink, printheads, paper)
01431118	55058	STW- Contracted Services	33,768	52,740		46,740	46,740	-	IDDE dry weather screening at 22 sites \$22k, IDDE procedures & training \$6k, TN (NPS only) annual report \$8k, MS4 annual report \$5k, Kimmins Brook BMP \$6k, municipal O&M procedures (Good housekeeping & pollution prevention) \$5k
01431118	55190	STW-Mobile Communications	-	480		480	480	-	Tablet/mifi \$40.12/mo
01431118	55291	STW- Subscriptions	-	4,080		4,080	4,080	-	GPS, SmartNet, PeopleForms subscriptions
01431118	55270	STW- Software Agreement	11,331	-				-	NHDES CWSRF Asset Management
		General Expenses Total	47,136	60,000	150	54,000	54,000	-	
		Stormwater Total	47,136	60,000	150	54,000	54,000	-	V
		Subtotal before Maintenance	4,301,421	4,394,953	2,731,559	4,332,235	4,345,531	13,295	
Public Works - Maintenance									
General									
01419406	51110	PM- Sal/Wages FT	262,899	267,219	172,450	272,095	272,095	-	5 FT Maint Supt, Custodian, 3 Maint Techs
01419406	51200	PM- Sal/Wages PT	33,442	33,695	25,517	34,612	34,612	-	1 PT Custodian @ 34hr per week
01419406	51300	PM- Sal/Wages OT	6,818	3,000	6,022	3,000	3,000	-	Emergencies, callouts
01419406	51310	PM- Sal/Wages Stand-By	6,720	7,280	5,480	7,280	7,280	-	Pay for after hours on-call status, \$140/week per union contract
01419406	51350	PM- FEMA Storm Related OT	-	1		1	1	-	Expenses related to declared emergencies
01419406	51400	PM- Longevity Pay	1,450	1,500		1,550	1,550	-	2 FT per union contract
		Salaries Total	311,329	312,695	209,469	318,538	318,538	-	
01419406	52100	PM- Health Insurance	72,249	73,645	40,083	80,908	72,725	(8,183)	2.5% increase in the premium rate
01419406	52110	PM- Dental Insurance	5,222	5,595	3,148	5,936	5,936	-	No change in the premium rate
01419406	52120	PM- Life Insurance	388	324	215	351	324	(27)	No change in the premium rate
01419406	52200	PM- FICA	17,970	19,387	12,421	19,749	19,749	-	Based on wages: 6.2%
01419406	52210	PM- Medicare	4,203	4,534	2,904	4,619	4,619	-	Based on wages: 1.45%
01419406	52300	PM- Retirement Town	30,045	31,164	20,212	35,894	35,894	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	130,078	134,649	78,983	147,457	139,247	(8,210)	
01419406	55048	PM- Computer Software	3,568	3,000		3,000	3,000	-	Dropping TMA for annual maint of Fleet & Facility Maint software TMA (Dec); converting to People GIS work order system

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01419406	55058	PM- Contract Services	27,724	43,000	19,940	43,000	43,000	-	Town buildings roof snow removal \$6k and contracted cleaning for Town Offices \$26K; Rec Ctr 2x week starting 2020 (\$11k)
01419406	55069	PM- Custodial Supplies	13,645	16,000	15,129	16,000	16,000	-	All Town buildings' paper & cleaning products
01419406	55549	PM- Covid-19 Expenses				11,000	11,000	-	Rec Ctr & Snr Ctr daily & TH Public Restrooms 2/wk \$8k; \$3k in custodial supplies
01419406	55091	PM- Education/Training	119	800	180	800	800	-	Continuing education requirements for License renewals Master Elect, Journeyman Plumber/Gas fitter. Education seminars Carpenter.
01419406	55128	PM- Fuel	3,494	4,475	2,475	4,000	4,000	-	Maintenance Dept vehicles (5)
01419406	55173	PM- Licenses	450	300		300	300	-	Licenses for Electrician and HVAC Plumber Tech
01419406	55176	PM- Maintenance Bld Materials	17	1,200	63	1,200	1,200	-	Stock paint, putty, nails, screws
01419406	55178	PM- Maintenance Tools	2,006	3,000	1,727	3,000	3,000	-	HVAC Tech, plumber, elec. tools, replenish drill bits, small power tools
01419406	55190	PM- Mobile Communications	740	600	327	600	600	-	Maint. Superintendent cell phone
01419406	55257	PM- Safety Equipment	1,231	2,000	788	2,000	2,000	-	Fall protection, eye protection, steel-toed boot replacement \$185/yr
01419406	55314	PM- Uniforms	3,047	5,500	2,323	5,500	5,500	-	Uniforms and cleaning for 5 Staff
		General Expenses Total	56,040	79,875	42,952	90,400	90,400	-	
		General Maintenance Total	497,447	527,219	331,404	556,395	548,185	(8,210)	V
Town Buildings									
01458908	51200	Swasey Parkway- Sal/Wages PT	-	-	26	-	-	-	Recording Secretary for Swasey Parkway
01458908	52200	Swasey Parkway- FICA	-	-	2	-	-	-	Recording Secretary for Swasey Parkway
01458908	52210	Swasey Parkway- Medicare	-	-	-	-	-	-	Recording Secretary for Swasey Parkway
		Town Buildings-Water/Sewer Bills	12,821	17,705	9,224	17,005	17,005	-	Water/Sewer bills for Town Buildings
		Town Buildings- Building Maintenance	76,683	73,500	42,976	72,500	72,500	-	Building Maintenance for Town Buildings, Incl Swasey Parkway & Raynes Barn
		Town Buildings-Covid-19 Expenses	-	-	-	5,000	5,000	-	Covid-19 for Town Buildings
		Town Buildings- Natural Gas	57,654	60,000	35,131	70,700	60,000	(10,700)	Natural Gas for Town Buildings
		Town Buildings- Electricity	97,396	108,950	65,872	107,950	107,950	-	Electricity for Town Buildings, Incl. Swasey Parkway & Raynes Barn
		Train Station- Supplies	1,625	3,800	520	3,800	3,800	-	Light fixtures, electrical breakers, signage
		Train Station- Platform Lease Liability	21,426	22,069	23,096	23,096	23,790	694	Platform Lease Liability Insurance for Train Station
		Train Station- Platform Lease	3,312	3,400	3,332	3,400	3,400	-	Platform Lease for Train Station
		Town Buildings Total	270,917	289,424	180,179	303,451	293,445	(10,006)	
Maintenance Projects									
01419406	55177	PM- Maintenance Projects	71,675	100,000	-	100,000	100,000	-	Town owned building projects
		Total Maintenance Projects	71,675	100,000	-	100,000	100,000	-	
		Town Maintenance/Buildings Total	840,038	916,643	511,583	959,846	941,630	(18,216)	

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Mechanics/Garage:									
01419415	51110	PG- Sal/Wages FT	102,931	143,073	77,001	145,704	145,704	-	3 FT: 1 Mech foreman; 2 Mechanics
01419415	51300	PG- Sal/Wages OT	1,798	3,000	3,091	3,000	3,000	-	Mechanic OT -76 hours per year
01419415	51400	PG- Longevity Pay	800	-	800	-	-	-	
		Salaries Total	105,529	146,073	80,892	148,704	148,704	-	
01419415	52100	PG- Health Insurance	22,911	77,470	31,282	70,775	72,545	1,770	2.5% increase in the premium rate
01419415	52110	PG- Dental Insurance	3,182	5,700	2,037	4,850	4,850	-	No change in the premium rate
01419415	52120	PG- Life Insurance	261	162	98	243	162	(81)	No change in the premium rate
01419415	52200	PG- FICA	6,500	9,057	5,402	9,220	9,220	-	Based on wages: 6.2%
01419415	52210	PG- Medicare	1,520	2,118	1,263	2,156	2,156	-	Based on wages: 1.45%
01419415	52300	PG- Retirement Town	11,547	16,316	8,646	18,797	18,797	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	45,922	110,823	48,728	106,041	107,730	1,689	
01419415	55128	PG- Fuel	1,839	1,600	859	1,600	1,600	-	Mechanics shop truck & forklift
01419415	55129	PG- Fuel Dispensing System	5,238	4,000	115	4,000	4,000	-	Fuel pumps, UST inspection, reporting equipment, 22 year old fuel island maintenance
01419415	55183	PG- Mechanics Tools	17,458	3,000	575	3,000	3,000	-	Mechanics' allowance 3@\$500/ea; replace Town owned tools; rental
01419415	55316	PG- Vehicle Equipment Stock	5,887	5,000	4,378	5,000	5,000	-	Fluids, filters, bulbs, nuts & bolts for all Town Departments
01419415	55319	PG- Vehicle Maintenance	5,112	2,000	812	2,000	2,000	-	Maintenance Dept vehicles (5) + forklift
01419415	55338	PG- Weight Testing/Repair	376	1,000	-	1,000	1,000	-	3 mechanic lifts certified testing & repair, 2 crane mounted electric hoists
		General Expenses Total	35,910	16,600	6,739	16,600	16,600	-	
		Mechanics/Garage Total	187,361	273,496	136,359	271,345	273,034	1,689	V
		Total Public Works Budget	5,328,820	5,585,092	3,379,501	5,563,426	5,560,195	(3,232)	V
Welfare & Human Services									
Welfare									
01444110	51110	WE- Sal/Wages FT	7,014	7,942	6,052	8,152	8,152	-	
		Salaries Total	7,014	7,942	6,052	8,152	8,152	-	
1444110	52100	WE- Health Insurance	866					-	
01444110	52110	WE- Dental Insurance	62					-	
01444110	52120	WE- Dental Insurance	3					-	
01444110	52200	WE- FICA	408	492	349	505	505	-	Based on wages: 6.2%
01444110	52210	WE- Medicare	95	115	82	118	118	-	Based on wages: 1.45%
01444110	52300	WE-Retirement - Town	791	887	676	1,029	1,029	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	2,225	1,495	1,107	1,653	1,653	-	
01444110	55025	WE- Burial Expense	2,250	3,000	2,250	3,000	3,000	-	Cremation - aging low income population
01444110	55050	WE- Conf/Room/Meals	-	200	56	200	200	-	1 Conference - 4 meetings in Concord
01444110	55075	WE - Direct Relief- Electricity	5,723	7,500	480	7,500	7,500	-	\$ Town funds - Wentworth Trust reimbursed \$2,817.74

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01444110	55076	WE - Direct Relief-Food/Gas	-	500	-	500	500	-	Requests for food/gas has increased this year with the homeless population increasing
01444110	55077	WE - Direct Relief - Heat	2,104	2,500	2,818	2,500	2,500	-	\$ Town funds - Wentworth Trust reimbursed \$0
01444110	55078	WE - Direct Relief -Medical	799	2,500	-	2,500	2,500	-	\$ Town funds - Wentworth Trust reimbursed \$0
01444110	55079	WE - Direct Relief- Rent/Hotel	53,283	45,000	43,418	45,000	45,000	-	2019 YTD August: Wentworth Trust reimbursed \$7,911.22; Town Funds \$ 15,261.47
01444110	55088	WE- Dues	40	55	-	55	55	-	State local welfare dues
01444110	55106	WE- Equipment Purchase	-	250	-	-	-	-	
01444110	55133	WE- Direct Relief General Expense	-	1,500	-	1,500	1,500	-	Direct relief items that don't fall under other lines i.e. car repairs, registration, taxes, etc. covered by Wentworth and town is reimbursed
01444110	55212	WE- Phone Reimbursement	60	180	-	180	180	-	For off hours usage / split 50/50 with TM budget
01444110	55200	WE-Office Supplies	236	210	65	210	210	-	notebooks, folders and desk supplies.
01444110	55224	WE- Postage	3	20	35	20	20	-	Client/state/agencies - postage - most are done electronically
01444110	55308	WE- Travel Reimbursement	178	200	-	150	150	-	Travel to local monthly meetings to Raymond, State Monthly Meetings in Concord - Seminars
		General Expenses Total	64,676	63,615	49,122	63,315	63,315	-	
		Welfare Total	73,915	73,052	56,281	73,120	73,120	-	V
Human Services									
01444511	55360	HS- Human Services Funding	106,625	103,805	63,501	106,720	106,720	-	See separate list (Human Services Funding Committee)
		Human Services Total	106,625	103,805	63,501	106,720	106,720	-	V
		Total Welfare & Human Services	180,540	176,857	119,782	179,840	179,840	-	
Parks & Recreation									
Recreation									
01452001	51110	PR- Sal/Wages FT	223,610	245,957	186,876	252,939	252,939	-	4 FT: Director, Asst. Director, Rec Coordinator, Office Manager (Full year at full-time)
01452001	51200	PR- Sal/Wages PT	6,259	-	-	-	-	-	Moved to FT
01452001	51300	PR- Sal/Wages OT	1,262	1,200	1,163	1,200	1,200	-	Recreation Coordinator nights and weekends
		Salaries Total	231,131	247,157	188,039	254,139	254,139	-	
01452001	52100	PR- Health Insurance	35,405	35,387	27,221	35,387	36,275	888	2.5% increase in the premium rate
01452001	52110	PR- Dental Insurance	3,730	4,345	2,782	4,345	4,345	-	No change in the premium rate
01452001	52120	PR- Life Insurance	403	324	251	459	325	(134)	No change in the premium rate
01452001	52130	PR- LTD Insurance	-	832	-	832	859	27	No change in the premium rate
01452001	52200	PR- FICA	13,760	15,324	11,407	15,757	15,757	-	Based on wages: 6.2%
01452001	52210	PR- Medicare	3,218	3,584	2,668	3,685	3,685	-	Based on wages: 1.45%
01452001	52300	PR- Retirement Town	24,325	27,607	21,004	32,078	32,078	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	80,842	87,403	65,333	92,543	93,324	781	

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01452001	55088	PR- Dues	-	700	525	700	700	-	NHRP/NRPA/NEPA Dues for Department Staff
01452001	55224	PR- Postage	23	150		150	150	-	General office mailing
01452001	55293	PR- Supplies	1,489	1,500	774	1,500	1,500	-	Office supplies: pens, paper, ink and other supplies
01452001	55542	PR- Senior Services		7,500	1,054	7,500	7,500	-	Senior Programming Initiative
		General Expenses Total	1,512	9,850	2,353	9,850	9,850	-	
		Recreation Total	313,485	344,410	255,725	356,532	357,313	781	V
Parks									
01452002	51110	PK- Sal/Wages FT	71,706	74,454	56,857	77,068	77,068	-	2 FT Employees
01452002	51300	PK- Sal/Wages OT	4,837	5,500	5,418	5,500	5,500	-	OT for 2 FT Employees
01452002	51400	PK- Longevity Pay	800	900		1,000	1,000	-	2 FT Employees
		Salaries Total	77,342	80,854	62,275	83,568	83,568	-	
01452002	52100	PK- Health Insurance	28,080	28,695	22,071	28,695	29,410	715	2.5% increase in the premium rate
01452002	52110	PK- Dental Insurance	1,533	1,593	1,195	1,593	1,593	-	No change in the premium rate
01452002	52120	PK- Life Insurance	134	108	80	81	108	27	No change in the premium rate
01452002	52200	PK- FICA	4,406	5,013	3,657	5,181	5,181	-	Based on wages: 6.2%
01452002	52210	PK- Medicare	1,030	1,172	855	1,212	1,212	-	Based on wages: 1.45%
01452002	52300	PK- Retirement Town	8,448	9,031	6,956	10,576	10,576	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	43,631	45,613	34,814	47,338	48,080	742	
01452002	55033	PK- Chem Toilet Rental	1,600	1,900	1,100	1,900	1,900	-	Brickyard park, swasey parkway, Rec Park in spring and fall as well as on the upper fields. Price has gone up but so has the usage as we keep the chemical toilet at Planet Playground year round. Good for public health.
01452002	55058	PK- Contract Services	38,848	45,050	29,535	45,050	45,050	-	Contracting services to mulch the playgrounds, mulch beds, while maintaining edging and weeding of sites. Help in renovating the public safety building landscaping in 2020. Additional treatment for poison ivy at various parks most notably, the Recreation Park.
01452002	55106	PK- Equipment Purchase	20,200	3,000	162	3,000	3,000	-	Additional equipment: Walk behind leaf blower and infield drag.
01452002	55108	PK- Equipment Repairs	723	850	583	850	850	-	Equipment that is older need to be maintained properly. New equipment has been purchased in the past year reducing some need for consistant repairs.
01452002	55109	PK- Equipment Supplies	8,320	8,800	5,836	8,800	8,800	-	Flags, field paint, keys and locks, lumber misc.
01452002	55128	PK- Fuel	5,846	5,165	2,233	5,165	5,165	-	Fuel estimate
01452002	55164	PK- Landscaping Supplies	11,021	15,500	9,287	15,500	15,500	-	Purchase of mulch, playground chips, flowers, weed fabric. Supplies for landscaping of the public safety building as well as 32 Court st. Infield top dressing

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01452002	55239	PK- Park Maintenance	1,439	7,000	6,940	7,000	7,000	-	Playground repairs, fencing repairs, umbrellas
01452002	55267	PK- Signs	968	700	103	700	700	-	General sign replacement-New Adopter signs, New Kids Park Sign, New informational boards.
01452002	55314	PK- Uniforms	391	750	256	750	750	-	Shoes, shirts, pants (pricing has increased for beathable material for shirts).
01452002	55319	PK- Vehicle Maintenance	2,605	3,000	704	2,500	2,500	-	Snow Tires for the newest truck in our fleet would be helpful along with snow tires for our 15 passenger van.
		General Expenses Total	91,960	91,715	56,739	91,215	91,215	-	Conversion of old 15 passanger van into a event van.
01452002	55283	PK- Stewart Park Maintenance	5,533	-	-	-	-	-	Stewart Park installation and removal assistance and crane rental for docks removal
		Capital Outlay Total	5,533	-	-	-	-	-	
		Parks Total	218,467	218,182	153,828	222,121	222,863	742	V
		Total Parks & Recreation	531,952	562,592	409,553	578,653	580,176	1,523	
Other Culture & Recreation									
Other Culture & Recreation									
01452004	55036	OC- Christmas Lights	5,009	5,000	137	5,000	5,000	-	Churchill's greenery 1,500, Unittl electric bill
01452004	55037	OC- Christmas Parade	3,000	3,000	(1,633)	3,000	3,000	-	Christmas Parade committee grant
01452004	55292	OC- Summer Concerts	9,000	9,000	7,270	9,000	9,000	-	Summer concerts in Swasey Parkway
		Other Culture & Recreation Total	17,009	17,000	5,774	17,000	17,000	-	V
Special Events									
01452005	55112	SE- Exeter Brass Band	3,500	3,500	-	3,500	3,500	-	Payments to brass band performers
01452005	55320	SE- Veteran's Activities	3,392	3,500	1,732	3,500	3,500	-	Memorial Day flags, Vets Day flags, Lunch
01452005	55008	SE- Fireworks	8,000	8,000	-	8,000	8,000	-	Fireworks for AIM Festival anticipated slight increase
		Special Events Total	14,892	15,000	1,732	15,000	15,000	-	V
		Total Other Culture & Recreation	31,901	32,000	7,506	32,000	32,000	-	
Public Library									
Library									
01455001	51110	LB- Sal/Wages FT	441,205	451,674	346,758	468,192	468,192	-	8 FT Employees
01455001	51200	LB- Sal/Wages PT	141,058	178,728	74,016	183,340	183,340	-	14 PT Employees
		Salaries Total	582,263	630,402	420,774	651,532	651,532	-	
01455001	52100	LB- Health Insurance	86,086	85,532	66,001	104,328	105,795	1,467	2.5% increase in the premium rate

2021 General Fund Budget									
BRC Budget									
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Org	Object	Description	2019 Actual	2020 Budget	2020 Actual Expenses as of 09/30/20	2021 Prelim Budget	2021 BRC Budget	2021 BRC Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	Explanation
01455001	52110	LB- Dental Insurance	4,472	6,208	3,104	6,208	6,208	-	No change in the premium rate
01455001	52120	LB- Life Insurance	425	486	290	486	486	-	No change in the premium rate
01455001	52130	LB- LTD Insurance	1,240	1,080	531	1,080	1,092	12	No change in the premium rate
01455001	52140	LB-Health Insurance Buyout			4,414			-	None in FY21
01455001	52200	LB- FICA	33,879	39,085	25,528	40,395	40,395	-	Based on wages: 6.2%
01455001	52210	LB- Medicare	7,924	9,141	5,970	9,447	9,447	-	Based on wages: 1.45%
01455001	52300	LB- Retirement Town	47,671	50,452	38,733	59,096	59,096	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
01455001	52500	LB- Unemployment Comp	260	218	-	218	218	-	Primex Actual Invoice
01455001	52600	LB- Workers Comp Insurance	1,609	2,819	3,037	2,819	3,120	301	Primex Actual Invoice (no holiday premium in 2021)
01455001	55172	LB- Liability Insurance	1,189	1,158	1,158	1,158	1,274	116	Primex Actual Invoice
		Benefits Total	184,756	196,179	148,766	225,235	227,131	1,896	
01455001	55233	LB- Public Services	202,604	206,304	206,304	202,604	202,604	-	Appropriation for general Library expenses paid directly by Library
01455001	55313	LB- Transfer Budget Balance	55,298					-	
		General Expenses Total	257,902	206,304	206,304	202,604	202,604	-	
		Total Library	1,024,921	1,032,885	775,844	1,079,371	1,081,267	1,896	V
Debt Service & Capital									
Debt Services									
01471121	58003	GF- Epping Rd Water Tank	105,000	105,000	105,000	105,000	105,000	-	2028 Final payment
01471121	58004	GF- Great Dam Removal	155,000	155,000	155,000	155,000	155,000	-	2024 Final payment
01471121	58005	GF- Great Dam Study	34,800	34,800	34,800	34,200	34,200	-	2021 Final payment
01471121	58006	GF- Norris Brook Culverts	55,000	-	-	-	-	-	2019 Final payment
01471121	58007	GF- Sidewalk Program	55,000	55,000	55,000	55,000	55,000	-	2025 Final payment
01471121	58008	GF- Linden St. Bridge/Culvert	70,000	70,000	70,000	70,000	70,000	-	2025 Final payment
01471121	58009	GF- Jady Hill Phase II Utilities	25,000	-	-	-	-	-	2019 Final payment
01471121	58026	GF- Lincoln Street Ph#2	97,188	97,188	97,188	97,188	97,188	-	2032 Final payment
01471121	58029	GF- Court Street Culvert	116,090	116,090	116,090	116,090	116,090	-	2027 Final payment
01471121	58031	GF- String Bridge Rehabilitation	63,050	65,000	65,000	65,000	65,000	-	2023 Final payment
01471121	58034	GF- Rec Park Development		45,600	45,600	45,000	45,000	-	2024 Final payment
01471121	58035	GF- Salem St. Utility Design & Engin		5,908	5,908	5,538	5,538	-	2024 Final payment
01471121		GF- Library Renovations/Addition				251,600	251,600	-	2035 Final payment
		GF Debt Service Principal Total	776,128	749,586	749,586	999,616	999,616	-	
01472122	58514	GF- Epping Rd Water Tank Interest	50,506	49,300	44,778	44,027	44,027	-	2028 Final payment
01472122	58515	GF- Great Dam Removal Interest	47,430	39,525	39,525	31,620	31,620	-	2024 Final payment
01472122	58516	GF- Great Dam Study Interest	3,114	2,070	2,070	1,026	1,026	-	2021 Final payment
01472122	58517	GF- Norris Brook Culverts Interest	1,513	-	-	-	-	-	2019 Final payment
01472122	58518	GF- Sidewalk Program Interest	12,063	9,808	9,808	7,553	7,553	-	2025 Final payment

2021 General Fund Budget									
BRC Budget									
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01472122	58519	GF- Linden St. Bridge/Culvert	15,046	12,176	12,176	9,306	9,306	-	2025 Final payment
01472122	58520	GF- Jady Hill Phase II Utilities Int	688	-	-	-	-	-	2019 Final payment
01472122	58527	GF- Lincoln Street Ph#2	65,505	60,548	60,548	55,591	55,591	-	2032 Final payment
01472122	58528	GF- Court Street Culvert	52,052	46,131	46,131	40,211	40,211	-	2027 Final payment
01472122	58530	GF- String Bridge Rehabilitation	18,715	12,750	12,750	9,435	9,435	-	2023 Final payment
01472122	58534	GF- Rec Park Development		12,625	12,624	9,180	9,180	-	2024 Final payment
01472122	58535	GF- Salem St. Utility Design & Engin		1,520	1,519	1,083	1,083	-	2024 Final payment
01472122		GF- Library Renovations/Addition				165,566	165,566	-	2035 Final payment
		GF Debt Service Interest Total	266,630	246,453	241,929	374,598	374,598	-	
01472323	58501	GF- TAN Interest	-	1	-	1	1	-	Reserve for Tax Anticipation Note
		TAN Interest Total	-	1	-	1	1	-	
01472324	58500	GF- BAN Interest		59,100	59,100	-	-	-	Interest on BAN (Library renovation) per Newburyport Savings Bank. BAN extended through 8/2020
		BAN Interest Total	-	59,100	59,100	-	-	-	
		Debt Services Total	1,042,757	1,055,140	1,050,615	1,374,215	1,374,215	-	
Miscellaneous									
01-4194-01	01419417	GG- Disaster Repairs - Insured		1		1	1	-	
01419417	55224	GG- Postage	1,639	1	1,116	1	1	-	Town-wide postage reserve
01419417	55060	GG- Cash Over/Short	2,840	1	15	1	1	-	Town-wide cash over/short in-house collections
01419417	55189	GG- Misc Expense	(140)	1	1,805	1	1	-	Internal audit entry
		General Expenses Total	4,339	4	2,936	4	4	-	V
Vehicle Replacement									
01419416	57005	GG- CO - Leases	447,227	338,953	281,392	290,615	290,615	-	See separate list
01419418	57012	GG- CO - Vehicles	65,419	77,955	15,634	106,000	106,000	-	See separate list
		Capital Outlay Total	512,646	416,907	297,026	396,615	396,615	-	
Cemetaries									
01419500	57000	GG-CO-Cemetaries	-	1	-	1	1	-	
			-	1	-	1	1	-	V
Capital Outlay-Other									
01419900	55361	GG- CO- Land Acquisition/Purchase	-	1		1	1	-	
01419900	57020	GG- CO-Public Safety Study	37,125		8,827			-	
01419900	57006	GG- CO- Equipment	6,996	4,250	4,284	4,250	4,250	-	Vehicle Data Gathering (AA Tracking)
		Capital Outlay Total	44,121	4,251	13,111	4,251	4,251	-	V
		General Government Total	561,106	421,163	313,073	400,871	400,871	-	
		Total Debt Service & Capital	1,603,864	1,476,303	1,363,688	1,775,086	1,775,086	-	
Benefits & Taxes									

2021 General Fund Budget									
BRC Budget									
Version #2 Updated: 11/17/20									
Org	Object	Description	2019 Actual	2020 Budget	2020 Actual Expenses as of 09/30/20	2021 Prelim Budget	2021 BRC Budget	2021 BRC Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	Explanation
Payroll Taxes & Benefits									
		GG- Health Insurance Reserve				117,100	-	(117,100)	2021- 2.5% increase YOY General Fund, Water Fund, Sewer Fund
		GG- Dental Insurance Reserve				3,900	-	(3,900)	FY21 No Increase in dental insurance
		GG- Life Insurance Reserve		-		220	-	(220)	
01415535	52140	GG- Insurance Buyout	131,803	160,330	109,500	152,370	153,566	1,196	Health Insurance Buyout
01415536	52150	GG-Retirement/ Sick Leave Buyout	80,067	1	114,331	1	1	-	Use funds in Sick Leave CRF
01415531	55125	GG- Flexible Spending Fees	897	1,221	668	1,221	1,221	-	Fees for employees FSA accounts (33 health % 4 depend care)
		Payroll Taxes & Benefits Total	212,766	161,552	224,499	274,812	154,788	(120,024)	
Unemployment									
01415533	52500	GG- Unemployment Comp	3,456	2,897	2,897	2,897	2,897	-	Primex Actual Invoice
		Unemployment Total	3,456	2,897	2,897	2,897	2,897	-	
Worker's Compensation									
01415537	52600	GG- Workers Comp Insurance	121,787	213,402	213,402	216,299	236,198	19,899	Primex Actual Invoice (no holiday premium in 2021)
		Worker's Compensation Total	121,787	213,402	213,402	216,299	236,198	19,899	
Insurance									
01419614	55124	GG- Fleet Insurance	7,335	7,141	7,141	7,141	7,855	714	Primex Actual Invoice (no holiday premium in 2021)
01419614	55157	GG- Insurance Deductible	3,000	3,000	1,000	3,000	3,000	-	Town has \$1K deductible per occurrence
01419614	55158	GG- Ins Reimbursed Repairs	6,748	1		1	1	-	
01419614	55172	GG- Liability Insurance	54,686	53,237	53,237	53,237	58,568	5,331	Primex Actual Invoice (no holiday premium in 2021)
		Insurance Total	71,769	63,379	61,378	63,379	69,424	6,045	
		Total Benefits & Taxes	409,778	441,230	502,176	557,387	463,307	(94,080)	V
		Total General Fund	18,309,655	19,605,537	13,681,339	20,035,290	19,964,579	(70,711)	
Warrant Articles/Other									
WAR									
01500000	59072	Sidewalk Program CRF		60,000	60,000			-	None for 2021
01500000	59017	Sick Leave Expendable Trust Fund		100,000	100,000	100,000	100,000	-	Sick Leave Fund held & invested by Trustee of Trust Funds
01500000	59049	Snow/Ice Deficit Fund		50,000	50,000	50,000	50,000	-	Snow/Ice Deficit Non-Capital CRF
01500000	59091	LED Streetlight Replacement	184,028					-	Amount to come from fund balance
01500000	59075	Cemetery CRF	14,000					-	Maintenance of Town owned inactive cemeteries
01500000	59060	Swasey Parkway CRF	24,000					-	Create a CRF for Swasey Parkway Pavillion using escrow account funds
01500000	59074	ADA Accessibility	10,500		7,700			-	CIP P#1 ADA study
01500000	59090	Parks & Rec CRF	42,741	100,000	41,350	100,000	100,000	-	CIP P#12 Continued investment in capital reserve fund established in 2019
01500000	59083	Public Safety Data & Analysis	30,753					-	Police, Fire/EMS Facility, Staffing & Data Analysis of all operations

2021 General Fund Budget									
BRC Budget									
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01500000	59079	Dispatch Communication upgrade	99,186					-	CIP P#19
01500000	59093	Pickpocket Dam CRF	20,254	110,000	11,416	300,000	100,000	(200,000)	CIP P#15 Engineering evaluation/study \$90K plus hydrolic analysis \$ 20K (Plus add the balance from this year's balance for Pickpocket Dam)
01500000		Great Bridge Deficit Funding	173,774					-	To fund the 2001 Great Bridge Capital Project deficit
01500000		Stewart Park Seawall Deficit Funding				105,794	105,794	-	To fund the Stewart Park Seawall Capital Project deficit
01500000		Public Works Garage Design		-		150,000	100,000	(50,000)	CIP P#1 Design
01500000		Public Safety Alternatives Analysis				200,000	100,000	(100,000)	CIP P#3 Design & Engineering
01500000		Bike/Pedestrian Master Plan				25,000		(25,000)	CIP P#5 Planning study- part of Master Plan
01500000		Waterfront Seawall				25,000		(25,000)	CIP P#22 Construction (in-house) Waterfront boardwalk repairs (BRC rec using maint proj budget)
01500000	59096	Town wide Vehicle Replacements		147,872				-	See separate vehicle list
01500000	59095	Conservation Fund Appropriation		50,000	50,000	50,000	50,000	-	CIP P#7 To support conservation initiatives such as land purchase to be added to the Conservation Fund
01500000	59079	Communications Repeater Site		78,792				-	CIP P#11 Fuller Lane Water Tower
01500000	59094	Metered Parking		115,000	3,000			-	Train St (Metered) Lincoln St (1 Hr)
		Total Warrant Articles	599,236	811,664	323,466	1,105,794	705,794	(400,000)	
Borrowing/ Other									
		Salem St. Area Utility Replacements				1,060,000	1,010,000	(50,000)	CIP P#19 Drainage Improvements (Water & Sewer Fund components)
		Borrowing/Other Total	-	-	-	1,060,000	1,010,000	(50,000)	
		GF Warrant Articles/Other Total	599,236	811,664	323,466	2,165,794	1,715,794	(450,000)	
		Total General Fund Budget & Warrant Articles	18,908,891	20,417,201	14,004,805	22,201,084	21,680,373	(520,711)	

Town of Exeter									
2021 Water Fund Budget									
BRC Budget									
Version #2 Updated: 11/17/20									
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WATER FUND									
Administration									
02433021	51110	WA- Sal/Wages FT	187,572	211,725	161,173	216,843	216,843	-	2 FT W/S Mgr & Asst Mgr Split 50/50, and GF allocations (increase mostly due to change from Engineering Tech to Asst. Engineer)
02433021	51200	WA- Sal/Wages PT		3,145	4,777	3,104	3,104	-	GF allocation
02433021	51210	WA- Sal/wages Temp	2,856	3,500	-	3,500	3,500	-	PT Seasonal Employee 50/50 W&S Split
		Salaries Total	190,428	218,370	165,950	223,447	223,447	-	
02433021	52100	WA- Health Insurance	34,533	45,142	22,845	50,822	49,574	(1,248)	Allocations from GF
02433021	52110	WA- Dental Insurance	2,547	3,384	2,074	3,230	3,533	303	Allocations from GF
02433021	52120	WA- Life Insurance	268	259	298	288	266	(22)	Allocations from GF
02433021	52130	WA- LTD Insurance	589	520	390	465	532	67	Allocations from GF
02433021	52140	WA - Health Insurance Buyout	2,196	2,828	2,121	2,828	2,812	(16)	Allocations from GF
02433021	52200	WA- FICA	11,694	13,539	10,185	13,854	13,854	-	Based on wages: 6.2%
02433021	52210	WA- Medicare	2,735	3,166	2,381	3,240	3,240	-	Based on wages: 1.45%
02433021	52300	WA- Retirement Town	21,150	23,650	18,195	26,780	26,780	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
02433021	52600	WA- Workers Comp Insurance	2,699	4,729	4,729	4,729	5,234	505	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	78,411	97,217	63,218	106,236	105,825	(411)	
02433021	55293	WA- Supplies	4,316	4,000	3,840	4,000	4,000	-	20% of general office supplies, copy costs, batteries; 50% of meter records maintenance; 50% Supplies/maint. multi-function plotter
02433021	55055	WA- Consulting Services	7,450	5,000	-	5,000	5,000	-	Misc. consulting services
02433021	55124	WA- Fleet Insurance	344	335	335	335	368	33	Primex Actual Invoice (no holiday premium in 2021)
02433021	55228	WA- Property Insurance	46,940	45,698	45,699	45,698	50,273	4,575	Primex Actual Invoice (no holiday premium in 2021)
02433021	55157	WA- Insurance Deductible	-	1	-	1	1	-	Line item for insurance deductible
02433021	55158	WA- Insurance Reimbursed Repairs	-	1,000	-	1,000	1	(999)	Damage repairs on insurance claims
02433021	55170	WA- Legal Expense	24	5,000	-	5,000	1	(4,999)	Legal expenses wellhead negotiations, administrative orders
02433021	55190	WA- Mobile Communications	195	800	356	800	800	-	20% Director, Town Engineer, Asst Engineer cellphones, 50% W/S Manager
02433021	55002	WA- Advertising	-	500	-	500	500	-	Bid packages, Requests for Proposals
02433021	55227	WA- Printing	3,786	2,600	2,005	2,600	2,600	-	Annual Consumer Confidence Rpt (CCR) & postage
02433021	55171	WA- Legal/Public Notices	2,791	4,000	-	3,000	3,000	-	Notice of main flushing, Public Hearings, violations
02433021	55050	WA- Conf Rooms/Meals	542	2,640	-	-	-	-	Annual national conference Dir 20%, WS Mgr & Asst. Mgr 50% (forego 2021)
02433021	55091	WA- Education/Training	4,430	6,000	1,850	6,000	5,000	(1,000)	Treatment, Distribution & Backflow required CEUs & dues
		General Expenses Total	70,818	77,574	54,085	73,934	71,544	(2,390)	
		Administration Total	339,657	393,161	283,253	403,617	400,816	(2,801)	V

Town of Exeter									
2021 Water Fund Budget									
BRC Budget									
Version #2 Updated: 11/17/20									
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Billing									
02433124	51110	WB- Sal/Wages FT	74,820	75,818	57,600	77,983	77,983	-	1 FT Utilities Clerk (50/50 split W&S) & GF Allocations
02433124	51200	WB- Sal/Wages PT	10,524	11,765	5,743	12,154	12,154	-	1 PT Utilities Clerk 24 hrs/wk (50/50 split W&S)
02433124	51300	WB- Sal/Wages OT	783	306	230	306	306	-	Allocations from GF
02433124	51400	WB - Longevity Pay	500	375	281	375	375	-	Allocations from GF
		Salaries Total	86,627	88,264	63,854	90,818	90,818	-	
02433124	52100	WB- Health Insurance	25,763	26,052	13,217	28,379	26,483	(1,896)	Allocations from GF
02433124	52110	WB- Dental Insurance	1,718	1,828	1,151	1,828	1,828	-	Allocations from GF
02433124	52120	WB- Life Insurance	126	101	101	119	101	(18)	Allocations from GF
02433124	52130	WB - LTD Insurance	149	129	97	129	133	4	Allocations from GF
02433124	52200	WB- FICA	5,184	5,472	3,867	5,631	5,631	-	Based on wages: 6.2%
02433124	52210	WB- Medicare	1,212	1,280	904	1,317	1,317	-	Based on wages: 1.45%
02433124	52300	WB- Retirement Town	8,473	8,545	6,491	9,939	9,939	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
02433124	52600	WB- Workers Comp Insurance	629	1,102	1,102	1,102	1,220	118	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	43,254	44,509	26,930	48,444	46,652	(1,792)	
02433124	55200	WB- Supplies	3,228	3,750	1,923	3,750	3,750	-	Water bill processing, ink cartridges, paper, letterhead, pens, etc
02433124	55224	WB- Postage	5,711	5,750	3,492	5,750	5,750	-	Certified shut-off notices
02433124	55055	WB- Consulting Services	-	5,000	-	5,000	500	(4,500)	Allocation of actuarial costs for GASB compliance \$500
02433124	55014	WB- Audit Fees	8,250	8,500	8,500	9,000	9,000	-	Audit fees for Melanson & Health
02433124	55213	WB- Phone Utilization	3,826	4,200	3,331	4,263	4,263	-	12.5% allocation of IT phone utilization
02433124	55159	WB- Internet Services	-	1,155	-	2,565	2,565	-	12.5% allocation of IT internet services (website)
02433124		WB- Email Filtering/Archiving	-	-	-	2,350	2,350	-	12.5% allocation of IT cost
02433124	55270	WB- Software Agreement	9,507	10,500	8,511	5,500	5,500	-	Utility Billing Software Maintenance Agreement
02433124	55308	WB- Travel Reimbursement	-	1,500	-	-	-	-	
02433124	55091	WB- Education/Training	-	6,425	-	-	-	-	
		General Expenses Total	30,522	46,780	25,757	38,178	33,678	(4,500)	
		Water Billing Total	160,403	179,553	116,541	177,439	171,147	(6,292)	V
Distribution									
02433222	51110	WD- Sal/Wages FT	191,124	210,258	164,610	215,727	215,727	-	8 FT split 50/50 Water Distribution/Sewer Collection
02433222	51300	WD- Sal/Wages OT	27,703	21,000	18,352	21,000	21,000	-	Avg OT rate = \$35/hr, 600 hours; for WD/SC/WWTP/PS (calls from dispatch or SCADA alarms)
02433222	51310	WD- Sal/Wages Stand-By	3,760	3,640	2,940	3,640	3,640	-	Pay for after hours on-call status, \$140/week per union contract split 50/50 WD/SC
02433222	51400	WD- Longevity Pay	1,675	1,725	-	1,775	1,775	-	4 FT per union contract, split 50/50 WD/SC
		Salaries Total	224,262	236,623	185,902	242,142	242,142	-	

Town of Exeter									
2021 Water Fund Budget									
BRC Budget									
Version #2 Updated: 11/17/20									
Org	Object	Description	2019 Actual	2020 Budget	2020 Actual Expenses as of 09/30/20	2021 Prelim Budget	2021 BRC Budget	2021 BRC Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	Explanation
02433222	52100	WD- Health Insurance	53,010	68,863	47,631	89,903	78,918	(10,986)	2.5% increase in the premium rate
02433222	52110	WD- Dental Insurance	2,706	4,036	3,206	4,714	4,715	1	No change in the premium rate
02433222	52120	WD- Life Insurance	242	216	162	270	216	(54)	No change in the premium rate
02433222	52200	WD- FICA	13,291	14,671	10,929	15,013	15,013	-	Based on wages: 6.2%
02433222	52210	WD- Medicare	3,108	3,431	2,557	3,511	3,511	-	Based on wages: 1.45%
02433222	52300	WD- Retirement Town	24,422	26,431	20,765	30,626	30,626	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
02433222	52600	WD- Workers Comp Insurance	5,015	8,788	8,788	8,788	9,727	939	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	101,794	126,435	94,038	152,825	142,725	(10,100)	
02433222	55022	WD- Building Maintenance	6,727	8,000	2,965	33,000	8,000	(25,000)	9 water pumping stations/wells; LLW ground floor slab rehab \$25k (BRC recommends adding to CIP)
02433222	55105	WD- Equipment Maintenance	6,177	7,000	1,834	7,000	7,000	-	Pumps, generators, misc equipment
02433222	55252	WD- Road Repairs	9,564	10,000	3,814	9,000	10,000	1,000	Trench patch, materials, crushing (replacing deteriorating service saddles); may use contractor
02433222	55319	WD- Vehicle Maintenance	8,837	10,000	4,731	9,000	9,000	-	15 vehicles/equipment, 4 trailers split 50/50 WD/SC; mower maintenance 2020 (\$1k)
02433222	55296	WD- System Maintenance	55,236	54,000	35,924	52,000	52,000	-	5 Hydrant assemblies, risers, service saddles, curbstops, pipe, valve boxes, other parts; \$1k automatic flushing hydrant
02433222	55059	WD- Tank Maintenance	158,723	158,723	119,042	158,723	158,723	-	Tank maintenance & rehab programs - 1 MG Hampton Rd \$42,000/yr; 1.5 MG Epping Rd Tower \$116,723/yr
02433222	55173	WD- Licenses	755	800	595	800	800	-	Distribution licenses exams/renewals \$50/ea
02433222	55190	WD- Mobile Communication	1,215	1,450	678	1,600	1,600	-	4 MiFi's (50%); additional tablet 2020
02433222		WD- Fire Alarm Communication		1		1	1	-	Pump station fire alarms; discussions & agreements pending
02433222	55134	WD- General Hand Tools	742	1,500	534	1,500	1,500	-	Drills, bits, taps, dies, ratchet wrenches
02433222	55003	WD- Drug/Alcohol Testing	144	900	16	900	900	-	Contract w/Fleet Screen & Convenient MD; USDOT required random testing for all CDL holders & screening new hires
02433222	55257	WD- Safety Equipment	3,477	3,500	2,076	4,000	4,000	-	PPE incl hardhats, gloves, Tyvek suits, respirators
02433222	55314	WD- Uniforms	1,669	2,145	1,788	2,145	2,145	-	Per union contract, 8 split 50/50 WD/SC
02433222	55136	WD- GIS Software	2,187	4,500	4,750	7,500	7,500	-	Software revisions/maintenance; handheld and software agreement with TiSales; new People GIS asset mngt modules
02433222	55188	WD- Metering & Back Flow	78,599	80,000	52,576	112,000	112,000	-	Rebuild/replace meters to AWWA accuracy specifications, 503 meters >10 yrs old \$152K (3 year ramp up); brass meter parts \$15k; testing, repair & replace backflow devices \$8k, brass fittings
02433222	55235	WD- Pump Station & Towers	40,537	41,950	17,249	24,450	24,450	-	Pumps, I/O cards, check valve rebuilds, fuses/breakers; Gilman Well rehab deferred
02433222	55194	WD- Natural Gas	8,160	10,000	3,924	9,000	9,000	-	Heating/generator fuel; new generators at new well buildings
02433222	55092	WD- Electricity	70,785	70,000	48,011	70,000	70,000	-	Water Pumping Stations and towers; 3 wells
02433222	55128	WD- Fuel	11,797	9,300	7,496	9,300	9,300	-	Vehicles & equipment fuel
		General Expenses Total	465,331	473,769	308,003	511,919	487,919	(24,000)	

Town of Exeter									
2021 Water Fund Budget									
BRC Budget									
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Org	Object	Description	2019 Actual	2020 Budget	2020 Actual Expenses as of 09/30/20	2021 Prelim Budget	2021 BRC Budget	2021 BRC Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	Explanation
		Water Distribution Total	791,387	836,826	587,943	906,885	872,786	(34,100)	V
Treatment									
02433523	51110	WT- Sal/Wages FT	232,301	240,508	173,596	248,345	248,345	-	1 FT WTP Ops Spr, 1 Snr Op, 2 WTP Ops
02433523	51300	WT- Sal/Wages OT	38,005	19,075	26,762	19,075	19,075	-	
02433523	51310	WT- Sal/Wages Stand-By	7,140	7,280	5,580	7,280	7,280	-	Pay for after hours on-call status, \$140/week per union contract
02433523	51400	WT- Longevity Pay	1,400	1,500	-	1,600	1,600	-	2 FT per union contract
		Salaries Total	278,846	268,363	205,938	276,300	276,300	-	
02433523	52100	WT- Health Insurance	93,487	97,527	74,167	97,167	99,375	2,208	2.5% increase in the premium rate
02433523	52110	WT- Dental Insurance	6,284	6,750	4,587	6,750	6,750	-	No change in the premium rate
02433523	52120	WT- Life Insurance	290	216	291	405	216	(189)	No change in the premium rate
02433523	52200	WT- FICA	15,934	16,639	12,520	17,131	17,131	-	Based on wages: 6.2%
02433523	52210	WT- Medicare	3,727	3,891	2,927	4,006	4,006	-	Based on wages: 1.45%
02433523	52300	WT- Retirement Town	30,184	29,976	23,003	34,926	34,926	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
02433523	52600	WT- Workers Comp Insurance	5,014	8,786	8,787	8,786	9,725	939	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	154,920	163,785	126,282	169,171	172,129	2,958	
02433523	55022	WT- Building Maintenance	13,757	12,000	9,996	12,000	12,000	-	3 buildings @ SWTP & GWTP
02433523	55368	WT- Basin/Lagoon Cleaning	-	30,000	-	-	-	-	Included as a CIP/Separate warrant article
02433523	55105	WT- Equipment Maintenance	46,932	46,000	47,483	45,000	45,000	-	Repair pumps & blowers; replacement parts; chemical tubing; \$15k for Clearwell/CRT/River intake cleaning and inspection
02433523	55294	WT- Supplies Lab Equip	15,554	24,000	14,527	23,000	23,000	-	Safe Drinking Water Act compliance; chloramine testing reagents & field units; in-line instrumentation calibration
02433523	55055	WT- Consulting	1,658	5,000	4,200	5,000	5,000	-	Chloramine nitrification action plan assistance; PFOA asst
02433523	55270	WT- Software Equip/Contracted Serv	250	5,000	7,250	10,000	10,000	-	VT SCADA/telemetry support, hydraulic model H2O Map
02433523	55173	WT- Licenses	800	1,200	-	1,200	1,200	-	Treatment licenses exams/renewals \$50/ea
02433523	55190	WT- Mobile Communication	2,186	3,600	739	2,600	2,600	-	WTP Operations Supervisor cellphone and WTP Ipad for SCADA
02433523	XXXX	WT- Fire Alarm Communication		1		1	1	-	SWTP/GWTP fire alarms
02433523	55257	WT- Safety Equipment	946	1,500	-	1,500	1,500	-	Boots, gloves, hard hats, eye & hearing protection
02433523	55314	WT- Uniforms	972	2,400	661	1,500	1,500	-	Per union contract, 3 emp
02433523	55271	WT- Software Services	5,018	7,000	2,600	10,000	10,000	-	VT SCADA software maintenance service
02433523	55072	WT- Dam Registrations	3,000	3,000	-	3,000	3,000	-	Annual NHDES fees/Reservoir & Pickpocket dams
02433523	55229	WT-Property Taxes	431	360	141	360	360	-	Skinner Springs in Stratham (Pickpocket Dam in Brentwood now tax exempt); Pan Am charges for Summer St
02433523	55161	WT- Lab testing	30,392	33,500	12,750	30,000	30,000	-	Coliform bacteria, organic carbon, volatile & synthetic, quarterly PFOA/PFAS \$4,500; 30 Lead & Copper samples

Town of Exeter									
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									11 chemicals including ammonium sulfate for chloramines & greensand filters; New regulations require the addition of ferric chloride for arsenic precipitation.
02433523	55034	WT- Chemicals	105,550	105,000	67,271	115,000	131,000	16,000	
02433523	55194	WT- Natural Gas	13,405	23,000	15,220	19,000	19,000	-	heating/generator fuel
02433523	55092	WT- Electricity	69,794	72,000	52,176	72,000	72,000	-	Pumps, lights, etc
02433523	55128	WT- Fuel	1,681	1,860	543	1,860	1,860	-	Water Treatment Plant truck
02433523	55211	WT- Phone Lease Alarms	5,367	4,945	5,321	4,945	4,945	-	AT&T texting alarm services
		General Expenses Total	317,693	381,366	240,878	357,966	373,966	16,000	
		Water Treatment Total	751,459	813,514	573,098	803,437	822,395	18,958	V
Debt Service									
02471125	58024	DS- Water Tank SRF	195,021	201,558	201,558	208,314	208,314	-	2028 Final payment
02471125	58010	DS- Water Line- Main & Lincoln Sts	125,000	120,000	120,000	120,000	120,000	-	2024 Final payment
02471125	58022	DS- Water Line Replacement- JH	153,700	153,700	153,700	151,050	151,050	-	2021 Final payment
02471125	58012	DS- Portsmouth Ave Waterline	16,071	15,268	15,268	15,268	15,268	-	2023 Final payment
02471125	58015	DS-Water Meter Replacement	107,383	-	-	-	-	-	2019 Final payment
02471125	58023	DS- Lary Lane GWTP SRF	219,738	224,045	224,045	228,436	228,436	-	2036 Final payment
02471125	58027	DS- Lincoln Street Phase #2	9,593	9,593	9,593	9,593	9,593	-	2032 Final payment
02471125	58028	DS- Court Street Culvert	3,910	3,910	3,910	3,910	3,910	-	2027 Final payment
02471125	58032	DS- Washington Street	56,000	55,000	55,000	55,000	55,000	-	2028 Final payment
02471125	58035	DS- Salem St. Utility Design & Engin		29,538	29,538	27,692	27,692	-	2024 Final payment
02471125	58036	DS- Surface Water Plant TTHM Treatment		84,000	88,241	88,241	88,241	-	2034 Final payment
02471125		DS- Groundwater Sources				109,000	109,000	-	2025 Final payment
		Water Debt Service Principal Total	886,416	896,612	900,854	1,016,504	1,016,504	-	
02472126	58524	DS- Water Tank SRF	75,726	69,188	69,188	62,432	62,432	-	2028 Final payment
02472126	58502	DS- Water Line- Main & Lincoln Sts	36,975	30,600	30,600	24,480	24,480	-	2024 Final payment
02472126	58521	DS- Water Line Replacement- JH	13,754	9,143	9,143	4,532	4,532	-	2021 Final payment
02472126	58504	DS- Portsmouth Ave Waterline	4,087	3,267	3,267	2,450	2,450	-	2023 Final payment
02472126	58507	DS-Water Meter Replacement	1,042	-	-	-	-	-	2019 Final payment
02472126	58522	DS- Lary Lane GWTP SRF	91,894	87,587	87,587	83,196	83,196	-	2036 Final payment
02472126	58525	DS- Lincoln Street Phase #2	6,466	5,977	5,977	5,487	5,487	-	2032 Final payment
02472126	58529	DS- Court Street Culvert	1,753	1,554	1,554	1,354	1,354	-	2027 Final payment
02472126	58531	DS- Washington Street	32,044	24,480	24,480	21,675	21,675	-	2028 Final payment
02472126	58535	DS- Salem St. Utility Design & Engin		7,593	7,593	5,414	5,414	-	2024 Final payment
02472126	58536	DS- Surface Water Plant TTHM Treatment		28,649	12,196	8,458	8,458	-	2034 Final payment
02472126		DS- Groundwater Sources				27,204	27,204	-	2025 Final payment
		Water Debt Service Interest Total	263,740	268,038	251,585	246,682	246,682	-	
		Debt Service Total	1,150,156	1,164,650	1,152,439	1,263,186	1,263,186	-	V

Town of Exeter									
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Capital Outlay									
02490027	55318	CO- Capital Outlay - Leases	1,716	17,031	1,716	15,329	15,329	-	See separate lease schedule
02490027	57009	CO- Capital Outlay - Vehicle	-	48,059	-	-	-	-	None for 2021
02490027	55361	CO- Capital Outlay - Land Acquisition/Purchase	-	1	-	1	1	-	
02490027	57015	CO- Water System Capital	85,161	100,000	47,474	215,000	500,000	285,000	Capital outlay needs for water facilities: SWTP VFD/Pump Repl \$85k, River Sta pump \$55k, Recoating metal surfaces in clearwell \$75k, LL rehab, SWTP Lagoon sludge removal
		Capital Outlay Total	86,877	165,091	49,190	230,330	515,330	285,000	V
Water Appropriations from Reserves									
02490100	55378	WF- Approp from Reserves- Water Treatment Designs	63,566		-			-	
02490100	55378	WF- Approp from Reserves- Washington St	47,201		-			-	
		Approp. from Reserves Total	110,767	-	-	-	-	-	
		Water Fund Total	3,390,705	3,552,795	2,762,464	3,784,894	4,045,659	260,766	V
WF -Warrant Articles									
		Salem St. Area Utility Replacements				2,560,000	2,500,000	(60,000)	components)
		Groundwater Source Development		200,000		1,000,000	1,000,000	-	CIP P#25 Well devel., testing, permitting, installation, etc.
		Hampton Road Booster Station						-	CIP P#23 Design
		SWTP Lagoon Cleaning				275,000	275,000	-	CIP P#26 Waste settling
		SWTP Upgrades				400,000	400,000	-	CIP P#27 Design and Engineering
		Warrant Articles Total	-	200,000	-	4,235,000	4,175,000	(60,000)	
		Total Water Fund with WAR	3,390,705	3,752,795	2,762,464	8,019,894	8,220,659	200,766	

Town of Exeter									
2021 Sewer Fund Budget									
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SEWER FUND									
Administration									
03432031	51110	SA- Sal/Wages FT	187,572	211,725	161,173	216,843	216,843	-	2 FT W/S Mgr & Asst Mgr Split 50/50, and GF allocations (increase mostly due to change from Engineering Tech to Asst. Engineer)
03432031	51200	SA- Sal/Wages PT		3,145	4,777	3,104	3,104	-	GF allocation New PT HR Assistant
03432031	51210	SA- Sal/Wages Temp	2,829	3,500	-	3,500	3,500	-	PT Seasonal Employee 50/50 W&S Split
		Salaries Total	190,401	218,370	165,950	223,447	223,447	-	
03432031	52100	SA- Health Insurance	34,533	45,142	34,914	50,822	49,574	(1,248)	Allocations from GF
03432031	52110	SA- Dental Insurance	2,547	3,384	2,074	3,230	3,533	303	Allocations from GF
03432031	52120	SA- Life Insurance	237	259	298	288	266	(22)	Allocations from GF
03432031	52130	SA- LTD Insurance	589	520	390	465	532	67	Allocations from GF
03432031	52140	SA- Health Insurance Buyout	2,196	2,828	2,121	2,828	2,812	(16)	Allocations from GF
03432031	52200	SA- FICA	11,692	13,539	10,185	13,854	13,854	-	Based on wages: 6.2%
03432031	52210	SA- Medicare	2,734	3,166	2,381	3,240	3,240	-	Based on wages: 1.45%
03432031	52300	SA- Retirement Town	21,150	23,650	18,195	26,780	26,780	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
03432031	52600	SA- Workers Comp Insurance	2,699	4,729	4,729	4,729	5,234	505	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	78,377	97,217	75,287	106,236	105,825	(411)	
03432031	55293	SA- Supplies	4,349	4,000	3,691	4,000	4,000	-	20% of general office supplies, copy costs, batteries; 50% of meter records maintenance; 50% supplies/maint. multi-function plotter
03432031	55224	SA- Postage	2,790	2,000	1,865	2,000	2,000	-	Postage allocation, IPP notices and MOR reports
03432031	55055	SA- Consulting Services	20,031	12,000	1,894	32,000	32,000	-	WW lagoon groundwater discharge permit; PFAS/PFOA; trunk lines capacity evaluation \$20k
03432031	55124	SA- Fleet Insurance	680	662	662	662	728	66	Primex Actual Invoice (no holiday premium in 2021)
03432031	55228	SA- Property Insurance	70,694	68,824	68,825	68,824	75,713	6,889	Primex Actual Invoice (no holiday premium in 2021)
03432031	55158	SA-Insurance Reimbursed Repairs	-	1,000	-	1,000	1	(999)	Damage repairs on insurance claims
03432031	55170	SA- Legal Expense	10,725	5,000	10,868	5,000	5,000	-	Legal expenses related to EPA permit issues
03432031	55190	SA- Mobile Communications	195	800	357	800	800	-	20% Director, Town Engineer, Asst Engineer cellphones, 50% W/S Manager
03432031	55002	SA- Advertising	-	500	-	500	500	-	Bid packages, requests for proposals
03432031	55257	SA- Safety Equipment	226	-	257	-	-	-	DOL & OSHA standards, asbestos pipe, confined space equip. maint (moved to SC & ST)
03432031	55050	SA- Conf Rooms/Meals	1,371	2,640	535	-	1	1	Annual national conference (forego 2021)
03432031	55091	SA- Education/Training	4,080	4,500	2,058	4,500	4,500	-	Wastewater treatment and collections training
		General Expenses Total	115,141	101,926	91,011	119,286	125,243	5,957	
		Administration Total	383,919	417,513	332,248	448,969	454,515	5,546	V
Billing									

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03432134	51110	SB- Sal/Wages FT	74,584	75,818	57,600	77,983	77,983	-	1 FT Utilities Clerk (50/50 split W&S) & GF Allocations
03432134	51200	SB- Sal/Wages PT	10,511	11,765	5,743	12,154	12,154	-	1 PT Utilities Clerk 24 hrs/wk (from 16 hrs/wk PRYR) (50/50 split W&S)
03432134	51300	SB- Sal/Wages OT	783	306	230	306	306	-	Allocations from GF
03432134	51400	SB- Longevity Pay	500	375	281	375	375	-	Allocations from GF
		Salaries Total	86,378	88,264	63,854	90,818	90,818	-	
03432134	52100	SB- Health Insurance	25,764	26,052	19,788	28,379	26,483	(1,896)	Allocations from GF
03432134	52110	SB- Dental Insurance	1,718	1,828	1,151	1,828	1,828	-	Allocations from GF
03432134	52120	SB- Life Insurance	126	101	101	119	101	(18)	Allocations from GF
03432134	52130	SB - LTD Insurance	149	129	97	129	133	4	Allocations from GF
03432134	52200	SB- FICA	5,169	5,472	3,867	5,631	5,631	-	Based on wages: 6.2%
03432134	52210	SB- Medicare	1,209	1,280	904	1,317	1,317	-	Based on wages: 1.45%
03432134	52300	SB- Retirement Town	8,446	8,545	6,491	9,939	9,939	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
03432134	52600	SB- Workers Comp Insurance	628	1,102	1,102	1,102	1,220	118	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	43,209	44,509	33,501	48,444	46,652	(1,792)	
03432134	55200	SB- Supplies	3,546	3,750	1,463	3,750	3,750	-	Water bill processing, Ink Cartridges, paper, letterhead, pens, etc
03432134	55224	SB- Postage	2,000	2,500	2,000	2,500	2,500	-	Postage for sewer bills
03432134	55055	SB- Consulting Services	-	5,000	-	5,000	500	(4,500)	Allocation of actuarial costs for GASB compliance \$500
03432134	55014	SB- Audit Fees	8,250	8,500	8,500	9,000	9,000	-	Audit Fees for Melanson & Health
03432134	55213	SB- Phone Utilization	3,826	4,200	3,331	4,263	4,263	-	12.5% allocation of IT phone utilization
03432134	55247	SB- Registry of Deeds	-	25	-	25	25	-	Sewer Lien Releases
03432134	55159	SB- Internet Services	-	1,155	-	2,565	2,565	-	12.5% allocation of IT internet services (website)
03432134		SB- Email Filtering/Archiving				2,350	2,350	-	12.5% allocation of IT cost
03432134	55270	SB- Software Agreement	9,507	10,500	8,511	5,500	5,500	-	Utility Billing Software Maintenance Agreement
03432134	55308	SB- Travel Reimbursement	-	1,500	-	-	-	-	
03432134	55091	SB- Education & Training	-	6,425	-	-	-	-	
		General Expenses Total	27,129	43,555	23,805	34,953	30,453	(4,500)	
		Sewer Billing Total	156,716	176,328	121,160	174,214	167,922	(6,292)	V
Collection									
03432532	51110	SC- Sal/Wages FT	191,883	210,258	151,911	215,727	215,727	-	8 FT split 50/50 WD/SC
03432532	51300	SC- Sal/Wages OT	17,313	21,000	8,308	21,000	21,000	-	WD/SC/WWTP/PS (calls from dispatch or SCADA alarms)
03432532	51310	SC- Sal/Wages Stand-By	2,820	3,640	2,660	3,640	3,640	-	Pay for after hours on-call status, \$140/week per union contract split 50/50 WD/SC
03432532	51400	SC- Longevity Pay	1,675	1,725	-	1,775	1,775	-	8 FT per union contract split 50/50 WD/SC
		Salaries Total	213,691	236,623	162,879	242,142	242,142	-	
03432532	52100	SC-Health Insurance	51,699	68,863	55,116	89,903	78,918	(10,986)	2.5% increase in the premium rate

Town of Exeter									
2021 Sewer Fund Budget									
BRC Budget									
Version #2 Updated: 11/17/20									
Org	Object	Description	2019 Actual	2020 Budget	2020 Actual Expenses as of 09/30/20	2021 Prelim Budget	2021 BRC Budget	2021 BRC Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	Explanation
		General Expenses Total	266,156	345,146	266,892	422,546	347,246	(75,300)	
		Collection Total	578,074	708,202	526,695	817,511	732,111	(85,401)	V
Treatment									
03432633	51110	ST- Sal/Wages FT	187,728	255,439	201,544	269,641	269,641	-	5 FT: 3 Operators, 1 Sr Operator, 1 Chief Operator (8 Mos)
03432633	51300	ST- Sal/Wages OT	36,646	19,000	20,741	19,000	19,000	-	average OT rate = \$36.95/hr, 514 hours
03432633	51310	ST- Sal/Wages Stand-By	6,720	7,280	5,600	7,280	7,280	-	After hours on-call status, \$140/wk per union contract
03432633	51350	ST- Sal/Wages Storm Related FEMA OT	-	1	-	1	1	-	Expenses related to declared emergencies
03432633	51400	ST- Longevity Pay	650	700	-	750	750	-	1 FT per union contract
		Salaries Total	231,744	282,420	227,885	296,672	296,672	-	
03432633	52100	ST- Health Insurance	79,998	122,421	83,358	122,421	125,845	3,424	2.5% increase in the premium rate
03432633	52110	ST- Dental Insurance	5,311	8,650	5,936	7,800	7,800	-	No change in the premium rate
03432633	52120	ST- Life Insurance	230	270	222	378	270	(108)	No change in the premium rate
03432633	52200	ST- FICA	13,267	17,510	13,205	18,394	18,394	-	Based on wages: 6.2%
03432633	52210	ST- Medicare	3,103	4,095	3,087	4,302	4,302	-	Based on wages: 1.45%
03432633	52300	ST- Retirement Town	25,066	31,546	25,455	37,494	37,494	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
03432633	52600	ST- Workers Comp Insurance	5,015	8,787	8,787	8,787	9,727	940	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	131,990	193,279	140,050	199,575	203,831	4,256	
03432633	55022	ST- Building Maintenance	9,049	10,500	8,072	10,500	10,500	-	3 high exposure buildings; 6 new buildings & 4 large process tanks
03432633	55105	ST- Equipment Maintenance	48,387	50,000	31,566	75,000	75,000	-	Chem feed pumps, flow meters, motorized valves, aerators; new centrifuges (2), RAS/WAS pumps (6), UV Bulbs & Ballasts (\$5k); DO, ORP & TN probes replacement (\$20k)
03432633	55337	ST- Weed Control	1,406	3,000	2,056	4,500	4,500	-	Invasive species control in lagoons from 2x to 3x/yr
03432633	55204	ST- Outfall Dredging	2,380	6,500	-	6,500	6,500	-	biennial inspection & cleaning if needed
03432633	55154	ST- Industrial Pre-treat	8,659	15,000	2,135	15,000	12,000	(3,000)	Covid is limiting site visits. 5 significant industrial permits with monitoring
03432633	55220	ST- Pond/Lagoon Maintenance	779	2,500	-	2,500	2,500	-	Inter-lagoon sluice gates/piping, weirs, etc.
03432633	55173	ST- Licenses	890	1,200	100	1,200	1,200	-	Required training for licensing; professional development; master electrician 15 hr training
03432633	55190	ST- Mobile Communications	1,645	3,000	1,355	3,000	3,000	-	WWTP operators' 1 MiFi for SCADA backup
03432633		ST- Alarm Communications		1		1	1	-	WWTF fire alarms and SCADA alarms
03432633	55003	ST- Drug/Alcohol Testing	71	500	16	500	500	-	Contract w/Fleet Screen & Convenient MD; USDOT required random testing for all CDL holders & screening new hires

Town of Exeter									
2021 Sewer Fund Budget									
BRC Budget									
Version #2 Updated: 11/17/20									
Org	Object	Description	2019 Actual	2020 Budget	2020 Actual Expenses as of 09/30/20	2021 Prelim Budget	2021 BRC Budget	2021 BRC Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	Explanation
03432633	55257	ST- Safety Equipment	1,887	2,500	2,640	3,500	3,500	-	PPE, gas monitors, Tyvek suits, gloves, confined space equip. maint.
03432633	55314	ST- Uniforms	1,454	3,375	1,487	3,375	3,375	-	uniforms for 5 operators
03432633	55260	ST- SCADA Software/Hardware	5,968	5,000	2,514	5,000	5,000	-	Software revisions/annual maintenance
03432633	55072	ST- Dam Registration	1,500	1,500	-	1,500	1,500	-	Annual NHDES dam fees for WWTP and Clemson Pond lagoons
03432633	55161	ST- Lab Testing	60,927	60,000	30,312	46,000	46,000	-	CSO testing, NPDES nitrogen testing, EPA effluent testing, groundwater monitor report, Great Bay & river monitoring from \$32K to \$18k & TN annual report
03432633	55034	ST- Chemicals	61,040	100,000	56,031	100,000	100,000	-	polymer, magnesium hydroxide & supplemental carbon
03432633	55373	ST- Solids Handling	81,921	336,000	161,608	280,000	280,000	-	Biweekly centrifuge solids generation & weekly disposal at Turnkey
03432633	55194	ST- Natural Gas	13,568	22,000	7,221	20,000	20,000	-	Building heat
03432633	55092	ST- Electricity	231,341	312,000	141,620	250,000	250,000	-	Aerators, lights, recirc. & chem feed pumps
03432633	55128	ST- Fuel	2,437	4,200	1,242	3,600	3,600	-	2 vehicles
03432633	55131	ST- Gas Monitoring	16	1,000	-	1,000	1,000	-	Hydrogen sulfide monitoring
		General Expenses Total	535,325	939,776	449,975	832,676	829,676	(3,000)	
		Sewer Treatment Total	899,059	1,415,476	817,910	1,328,923	1,330,179	1,256	V
Debt Service									
03471135	58020	Sewer Line Replacement	101,500	101,500	101,500	99,750	99,750	-	2021 Final payment
03471135	58021	Wastewater Facilities Design	50,000	-	-	-	-	-	2019 Final payment
03471135	58009	Jady Hill Phase II	130,000	130,000	130,000	130,000	130,000	-	2032 Final payment
03471135	58013	Portsmouth Av Sewerline	83,929	79,732	79,732	79,732	79,732	-	2023 Final payment
03471135	58011	Sewerline Lincoln & Main Sts	20,000	20,000	20,000	15,000	15,000	-	2024 Final payment
03471135	58025	Lincoln Street Ph#2	53,219	53,219	53,219	53,219	53,219	-	2032 Final payment
03471135	58035	Salem St. Utility Design & Engin		28,554	28,554	26,769	26,769	-	2024 Final payment
03471135	58033	Wastewater Treatment Plant	206,881	2,666,533	-	2,665,506	2,665,506	-	2039 Final payment STATE ESTIMATE
		Sewer Debt Service Principal Total	645,529	3,079,538	413,005	3,069,976	3,069,976	-	
03472136	58511	Sewer Line Replacement	9,083	6,038	6,038	2,993	2,993	-	2021 Final payment
03472136	58523	WW Facilities Design	1,375	-	-	-	-	-	2019 Final payment
03472136	58520	Jady Hill Phase II	64,725	61,150	61,150	55,950	55,950	-	2032 Final payment
03472136	58505	Portsmouth Ave Sewerlins	21,343	17,063	17,063	12,797	12,797	-	2023 Final payment
03472136	58503	Sewerline Lincoln & Main Sts	5,100	4,080	4,080	3,060	3,060	-	2024 Final payment
03472136	58526	Lincoln Street Ph#2	35,870	33,156	33,156	30,441	30,441	-	2032 Final payment
03472136	58535	Salem St. Utility Design & Engin		7,340	7,340	5,233	5,233	-	2024 Final payment
03472136	58533	Wastewater Treatment Plant	98,334	1,640,631	-	959,582	959,582	-	2039 Final payment STATE ESTIMATE
		Sewer Debt Service Interest Total	235,829	1,769,458	128,826	1,070,056	1,070,056	-	
		Debt Service Total	881,358	4,848,995	541,831	4,140,032	4,140,032	-	V

Town of Exeter									
2021 Sewer Fund Budget									
BRC Budget									
Version #2 Updated: 11/17/20									
Org	Object	Description	2019 Actual	2020 Budget	2020 Actual Expenses as of 09/30/20	2021 Prelim Budget	2021 BRC Budget	2021 BRC Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	Explanation
03432532	52110	SC- Dental Insurance	2,695	4,036	2,879	4,714	4,715	1	No change in the premium rate
03432532	52120	SC- Life Insurance	236	216	149	270	216	(54)	No change in the premium rate
03432532	52200	SC- FICA	12,393	14,671	9,563	15,013	15,013	-	Based on wages: 6.2%
03432532	52210	SC- Medicare	2,898	3,431	2,236	3,511	3,511	-	Based on wages: 1.45%
03432532	52300	SC- Retirement Town	23,291	26,431	18,194	30,626	30,626	-	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
03432532	52600	SC- Workers Comp Ins	5,015	8,787	8,787	8,787	9,725	938	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	98,227	126,434	96,924	152,824	142,723	(10,101)	
03432532	55022	SC- Building Maintenance	7,880	10,000	4,597	10,000	10,000	-	10 pumping stations
03432532	55105	SC- Equipment Maintenance	4,112	5,000	3,337	5,000	5,000	-	consumables; repairs; cutting heads
03432532	55252	SC- Road Repairs	3,033	5,000	-	5,000	5,000	-	Sewer trench paving; compaction test requirements, service repairs at mains
03432532	55153	SC- I/I Abatement	19,800	20,000	3,033	20,000	20,000	-	Reclassified from Capital Outlay - maintenance item Catch Basin removal, smoke & dye testing
03432532	55369	SC- Pipe Relining	-	40,000	79,452	40,000	40,000	-	Relining vitrified clay, RCP
03432532	55319	SC- Vehicle Maintenance	9,431	10,000	10,931	9,000	9,000	-	10 vehicles, 3 trailers, split 50/50 with water dist
03432532	55140	SC- Grit Removal	2,500	2,500	-	2,500	2,500	-	Transport of gravel, sand, etc. to Waste Management from WWTP
03432532	55543	SC- CSO Monitoring		13,500	6,750	88,500	13,500	(75,000)	Maintenance fee for Combined Sewer Overflow (CSO) \$ 13.5K for monitoring; CSO outfall dredging (Clemson Pond) \$75k - reclass to capital outly by BRC
03432532	55179	SC- Manhole Maintenance	42,982	69,600	55,610	69,600	69,600	-	Manholes, piping & service repairs
03432532	55236	SC- Pump & Control Maintenance	42,232	49,450	24,909	49,450	49,450	-	Maintain 22 sewer pumps; wear rings, impellers, shaft couplings, seals
03432532	55173	SC- Licenses	48	1,000	431	1,000	1,000	-	19 certifications for 16 individuals in sewer collection; 1/2 master electrician (due in Nov)
03432532	55190	SC- Mobile Communications	914	1,450	678	1,600	1,600	-	4 MiFi's (50%)
03432532	55003	SC- Drug/Alcohol Testing	415	800	47	800	500	(300)	Contract w/Fleet Screen & Convenient MD; USDOT required random testing for all CDL holders & screening new hires
03432532		SC- Fire Alarm Communication		1		1	1	-	Pump Station fire alarms
03432532	55257	SC- Safety Equipment	2,184	2,250	1,127	2,500	2,500	-	PPE & tools for new asbestos pipe OSHA standards, confined space equip. maint.
03432532	55314	SC- Uniforms	1,504	2,145	1,590	2,145	2,145	-	7 split 50/50 WD/SC
03432532	55136	SC- GIS Software	2,187	4,500	4,750	7,500	7,500	-	Software revisions/maintenance; handheld and software agreement with TISales; new asset mnngt modules
03432532	55260	SC- SCADA Software	518	3,000	-	3,000	3,000	-	Software annual maintenance; I/O cards
03432532	55301	SC- Tools	1,988	2,500	1,165	2,500	2,500	-	Sewer augers, CCTV parts
03432532	55194	SC- Natural Gas	7,586	11,150	4,669	11,150	11,150	-	Heat & generator fuel
03432532	55092	SC- Electricity	105,055	82,000	56,350	82,000	82,000	-	Heat, lights, pumps, etc. (new power for MPS grinder pump)
03432532	55128	SC- Fuel	11,787	9,300	7,467	9,300	9,300	-	Diesel, propane, gasoline for vehicles, equipment and pumping stations

Town of Exeter									
2021 Sewer Fund Budget									
BRC Budget									
Version #2 Updated: 11/17/20									
Org	Object	Description	2019 Actual	2020 Budget	2020 Actual Expenses as of 09/30/20	2021 Prelim Budget	2021 BRC Budget	2021 BRC Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	Explanation
Capital Outlay									
03490237	57010	CO- Capital Outlay - Leases	1,716	17,030	1,716	15,329	15,329	-	See separate Lease schedule
03490237	55361	CO- Capital Outlay - Land Acquisition/Purchase	-	-	-	1	1	-	
03490237	57017	CO- Capital Outlay- WWTP	97,850	30,000	3,000	110,000	200,000	90,000	Replace 15 year old sewer inspection camera \$80k; WWTF flume epoxy coating \$30k, Clemson Pond Dredge \$ 75K
03490237	57009	CO- Capital Outlay - Vehicle	-	73,060	-	-	-	-	None for 2021
03490237		CO- Lagoon Sludge Removal		1		1	1	-	CIP
		Capital Outlay Total	99,566	120,091	4,716	125,331	215,331	90,000	V
Sewer Appropriations from Reserves									
		Approp from Reserves- Belmont St	24,438						
		Sewer Appropriations from Reserves Total	24,438	-	-	-	-	-	
		Sewer Fund Total	3,023,130	7,686,605	2,344,560	7,034,980	7,040,090	5,110	V
Warrant Articles/Other									
		Westside Drive Design/Engineering		100,000				-	There will be a \$75K State Grant
01-5000-0950-9xxx		Squamscott River Sewer Siphons		1,600,000				-	CIP P#29 , Potential 10% forgiveness on SRF loan
01-5000-0950-9xxx		Folsom Street Pump Station Rehabilitation		150,000	13,797			-	CIP P#27 - work to be done in house
		Salem St. Area Utility Replacements				1,910,000	1,590,000	(320,000)	CIP P#19 Sewer drain lines replacement (General & Water Fund components)
		Lagoon Sludge Removal				2,600,000	2,600,000	-	CIP P#30
		Warrant Articles Total	-	1,850,000	13,797	4,510,000	4,190,000	(320,000)	
		Total Sewer Fund with WAR	3,023,130	9,536,605	2,358,357	11,544,980	11,230,090	(314,891)	

Town of Exeter
 Leases/Vehicles
 2021 Preliminary Budget

Prelim

General Fund

<u>Obj</u>	<u>Object</u>	<u>Leases</u>	<u>Amount</u>	<u>BRC</u>	
01419416	57005	GG- CO - Leases	110,488	110,488	Ladder Truck, Lease ends 2021
			23,354	23,354	Backhoe , Lease ends 2022
			34,978	34,978	Dump Truck, Lease ends 2021
			77,949	77,949	E-One Pumper Fire Truck, Lease ends 2024
			40,845	40,845	Highway Loader, Lease ends 2022
			3,000	3,000	Patrol Motorcycle
Total GF Leases			290,615	290,615	
Vehicle Purchases					
01419418	57012	GG- CO - Vehicles	96,000	96,000	2 Hybrid Interceptors for Patrol car replacements
			10,000	10,000	Vehicle/Equipment Audit
Total GF Vehicle purchases			106,000	106,000	
Total GF			396,615	396,615	

Water Fund

<u>Obj</u>	<u>Object</u>	<u>Vehicle Purchases</u>			
02490027	55318	WF- CO - Leases	15,329	15,329	Hook Lift Truck, Lease ends 2023
Total WF Leases			15,329	15,329	
02490027	57009	WF-CO- Capital Outlay - Vehicle			None for 2021
Total WF Vehicle purchases			-	-	
Total WF			15,329	15,329	

Sewer Fund

<u>Obj</u>	<u>Object</u>	<u>Leases</u>			
03490237	57010	SF- CO - Leases	15,329	15,329	Hook Lift Truck, Lease ends 2023
Total SF Leases			15,329	15,329	
Vehicle Purchases					
03490237	57009	SF-CO- Capital Outlay - Vehicle			None for 2021
Total SF Vehicle purchases			-	-	
Total SF			15,329	15,329	

FY20 Encumbrances

**Town of Exeter
Encumbrance Request
For the Year Ended 12/31/20**

Requesting Dept	Org Code	Object Code	Account Description	Select Fund General, Water or Sewer fund	Munis PO # (if avail)	Vendor Name	Funds Remaining in Account	Encumbrance Amount Requested	Comments
CC	01461105	55058	Contract Services	General		Fields of Dreams Mowing	572.50	555	This project was delayed initially due to covid and then the contractors equipment broke. It will be back in service by late winter/ early spring
DPW	01432304	55163	Landfill Monitoring	General	17	GZA Geoenvironmental	55,011.00	55,011	Postponed work due to COVID - Tasks 7 and 8 of contract (landfill cap and side slope repairs) to be supplemented by the 2021 budget
FI	01415001	55091	FI- Education/Training	General	TBD	Tyler Tech	3,665.00	3,500	Munis training for AP and Payroll updates
IT	01415025	55058	System Assessment	General	200279	RTM Communicatopns	4,250.00	4,250	This was dropped from the adjusted budget but I was requested to put it back on the table.
HR	01415515	55091	Education/Training	General	TBD	Tyler Tech	4,260.00	4,200	Munis training, HR, ESS, forms
Total Amount Requested								67,516	

Warrant Articles Encumbered Below:

Requesting Dept	Org Code	Object Code	Account Description	Select Fund General, Water or Sewer fund	Munis PO # (if avail)	Vendor Name	Funds Remaining in Account	Encumbrance Amount Requested	Comments
FIRE	01500000	59032	WAR- Public Safety Communication Improvement	General	200267	Motorola Solutions/2-Way Comm	\$ 78,792	\$ 78,509	Warrant Article # 16- This project was delayed due to COVID19. Once approved in September, delays in shipping from the manufacturer have forced installation delays. Please see attached memo with estimated project timelines.
Planning	01500000	59094	WAR- Metered Parking	General	TBD	John M. Burke, PE	112,000	112,000	Warrant Article # 13- Delayed due to the pandemic.
Water	02500000	59100	WAR- Groundwater/Surface Water Review	Water	TBD	TBD	200,000	200,000	Warrant Article # 11- Water Supply Project
DPW	01500000	59093	WAR- Pickpocket Dam Project	General	TBD	VHB	110,000	110,000	Warrant Article # 14
Sewer	0343032	55055	SA- Consulting Services	Sewer	200332	Underwood Engineers	22,600	22,600	Warrant Article # 6 - Westside Dr Improvements
General	16494145	53221	SFCP- Westside Dr.Drainage-Engineering	General	200332	Underwood Engineers	75,000	75,000	Warrant Article # 6 - Westside Dr Improvements
\$ 598,109									

COVID 19 Updates



Russ Dean <rdean@exeternh.gov>

Update: COVID-19

1 message

Lightfoot, Madison (Shaheen) <Madison_Lightfoot@shaheen.senate.gov>

Tue, Dec 15, 2020 at 4:27 PM

Good afternoon everyone,

I'm reaching out to provide COVID-19 updates and resources.

Bipartisan COVID-19 Relief Legislation:

Yesterday, Senator Shaheen and a bipartisan group of Senators shared additional details about two bipartisan, bicameral COVID-19 emergency relief bills. More information about the two bills can be found in the below press release and in these one pagers:

- [Bipartisan COVID-19 Emergency Relief Act of 2020](#)
- [Bipartisan State and Local Support and Small Business Protection Act of 2020](#)

We will be sure to share updates as the final bill texts become available and this legislation moves forward.

GOFERR:

- **NH Housing Relief Program** – As you know, the GOFERR allocated \$35 million from the \$1.25 billion in federal funds that NH received from the CARES Act State-Local Coronavirus Relief Fund towards a new Housing Relief Program to assist families and individuals facing housing insecurity as a result of the COVID-19 pandemic. The program has two components: 1) one-time grants for households that suffered a limited short-term loss of household income or increased expenses that threaten the family's ability to maintain its housing; and 2) short-term rental assistance program. The program is being administered by the state's five Community Action Program (CAP) agencies and more details, including how to apply to your local CAP, can be found [here](#). As a reminder, constituents should apply for these funds by December 18th.

NH Council on Housing Stability:

Yesterday, the NH Council on Housing Stability sent Governor Chris Sununu their initial report and action plan, which was approved unanimously by the Council on Friday, December 11th. The full report can be read [here](#).

As always, please don't hesitate to reach out with any questions or if there's anything our office can do to be helpful.

Thank you,

Madison

Madison Lightfoot

Special Assistant for Policy & Projects

Office of US Senator Jeanne Shaheen

603.647.7500



sign up for
THE SHAHEEN REPORT

THE INFORMATION IN THIS MESSAGE IS CONFIDENTIAL.

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ICYMI: Shaheen, Hassan Share Details of Two Bipartisan COVID-19 Emergency Relief Bills

A senior member of the Senate Committee on Small Business and Entrepreneurship, Shaheen once again helped negotiate provisions to assist small businesses impacted by the COVID-19 crisis & also steered negotiations on nutrition assistance and support to address the substance use disorder epidemic

(Washington, DC) – Yesterday afternoon, U.S. Senator Jeanne Shaheen (D-NH) – **a senior member of the Senate Appropriations and Small Business & Entrepreneurship Committees** – and U.S. Senator Maggie Hassan (D-NH) shared additional details for the two bipartisan, bicameral COVID-19 emergency relief bills. The Bipartisan COVID-19 Emergency Relief Act of 2020, shared by Senators Shaheen, Hassan, Manchin (D-WV), Collins (R-ME), Warner (D-VA), Cassidy (D-LA), Murkowski (D-AK), King (I-ME), Romney (R-UT), Portman (R-OH) and Durbin (D-IL), and Representatives Reed (NY-23) and Gottheimer (NJ-05), would provide as much as \$748 billion in relief to American students, families, businesses, workers and health care providers during this crisis. The Bipartisan State and Local Support and Small Business Protection Act of 2020, shared by Senators Manchin, Collins, Cassidy, Murkowski, Romney and Portman would provide \$160 billion in funding for state and local governments and liability protections. The bipartisan, bicameral group of lawmakers have been part of ongoing bipartisan talks over the past few weeks to deliver urgently needed COVID-19 emergency relief.

"300,000 Americans have been taken by COVID-19. As hospital beds fill up, small businesses close their doors and Americans struggle to put food on the table, the urgency to get financial relief to our communities cannot be overstated. The bipartisan legislation we announced yesterday – written in good-faith and across party lines – are the only relief bills that can clear Congress. Senate and House leaders must act swiftly," said **Senator Shaheen**. "The impact of the COVID-19 crisis has been overwhelming and no person or industry has been spared. This legislation responds to those who have been hardest-hit, including our small businesses and child care providers, and it addresses pre-existing problems in our society that have been worsened by the pandemic, such as food insecurity and the substance use disorder epidemic. This legislation will help Americans get through the darkest months of this crisis, but our work is not over. We will need to build on this bipartisan effort in the weeks and months ahead to ensure New Hampshire families and all Americans have the assistance they need to recover."

"Just yesterday I spoke with New Hampshire long-term care and nursing home leaders, and it's clear that additional COVID-19 relief has never been more urgent for hospitals, nursing homes, families, students, and small businesses," said **Senator Hassan**. "We have come together, compromised, and found bipartisan agreement on a strong emergency relief package that will help protect lives and livelihoods – and there is significant bipartisan, bicameral support for it. I urge Senate Majority Leader Mitch McConnell to work in good faith with our bipartisan group to get this done."

The Senators announced the legislation in a press conference yesterday afternoon. Shaheen's remarks can be viewed here and Hassan's can be viewed here.

Senator Shaheen helped lead negotiations on the small business relief programs that were established in the Coronavirus Aid, Relief and Economic Security (CARES) Act that was signed into law in March, and includes the Paycheck Protection Program (PPP). The PPP has been a lifeline for businesses and nonprofits in New Hampshire, with over \$2.5 billion in assistance disbursed to more than 25,000 businesses across the state. Shaheen has been intricately involved in the bipartisan talks that led to this new bipartisan, bicameral legislation, of which she once again helped lead negotiations on portions that would provide help to small businesses. Shaheen also worked with Senator Joni Ernst (R-IA) to write the measures to assist child care providers, and she helped steer negotiations on nutrition assistance and support to address the substance use disorder epidemic, which has been exacerbated by COVID.

Senator Hassan helped lead negotiations on unemployment insurance, resulting in a compromise measure that will extend pandemic unemployment benefits by 16 weeks and provide \$300 per week in federal supplemental unemployment insurance benefits for 16 weeks. Senator Hassan also led on negotiating the proposal to provide an additional \$82 billion for education K-12 schools and higher education institutions, and \$10 billion to support U.S. Postal Service operations.

###

Bipartisan State and Local Support and Small Business Protection Act of 2020

Section by Section Summary

December 14, 2020

Total: \$160 Billion

State, Local, and Tribal Assistance - \$160 Billion

- Provide \$152 billion in aid to states and local governments through the Coronavirus Relief Fund
 - 1/3 of the \$152 billion would be distributed based on each state's proportion to the U.S. population.
 - 2/3 of the \$152 billion would be distributed based on the proportion of each state's revenue losses relative to the total revenue losses of all states nationwide.
 - Each state is entitled to a minimum of \$500 million
- The state funding would be distributed in three tranches:
 - **First tranche:** \$50.66B from the population-based funding will be disbursed to states within 30 days of enactment. In addition, needs-based funding that tracks actual revenue losses incurred by state and local governments from April 1, 2020 to September 30, 2020 relative to the same period in 2019 will also be disbursed within 30 days of enactment.
 - **Second tranche:** Needs-based funding that tracks revenue losses incurred by state and local governments from October 1, 2020 to March 31, 2021 relative to the same period in 2019 will be disbursed no later than June 1. It is expected that an additional \$52B will be disbursed in this tranche, totaling \$142B with inclusion of tranche 1.
 - **Third tranche:** At least \$10B must be set aside for this final tranche. This is also a needs-based allocation that provides the remaining funding based on the proportional revenue losses of each state from April 1, 2021 to June 30, 2021 relative to the same period in 2019. It is expected that \$10B will be disbursed in this tranche, totaling \$152B with inclusion of tranches 1-2.
- \$8 billion in funding for Tribes would be allocated by 60 percent population and 40 based on the number of employees of each Tribal entity.
- Governors must distribute 40 percent of the state's funding to local government but choose how:
 - Proportional population
 - Proportional revenue loss
 - Combination of both.
- There are no population thresholds so every country and municipality would be eligible for funding regardless of size.
- Extend the deadline for spending CARES Act Coronavirus Relief Fund (CRF) aid on COVID-related expenses through December 31, 2021.
- Guardrails would prohibit the use of these funds to cover enhanced pension obligations. In addition, States cannot expand public pension benefits while receiving funds.

Liability Protections

- Establishes a nationwide gross negligence standard for COVID-19 exposure, medical malpractice, and workplace testing claims.
- Allows plaintiffs to file in state court.
- Defendants have the option to remove to federal court.
- Allows Attorney General to investigate and bring a civil action addressing pattern or practice of sending meritless demand letters.
- Provides that employers are not subject to liability under federal employment law in COVID-19 exposure cases or change in working conditions related to COVID-19 if the employer was trying to conform to public health standards and guidance. Protects public accommodations that take measures to protect against COVID-19.
- Ensures that an employer's decision PPE, COVID-19 policies, procedures, or training, workplace testing, or financial assistance to an independent contractor does not create evidence of an employer-employee relationship.
- Protections apply to claims arising from injuries that occurred from December 2019 through the later of one year after enactment or the end of the coronavirus public health emergency.

Emergency Coronavirus Relief Act of 2020

Section by Section Summary

December 14, 2020

Total: \$748 Billion

Title I: Emergency Assistance for American Workers and Small Businesses

Subtitle A: Paycheck Protection Program & Small Business Support

- \$300 billion to Small Business Administration
- Funding to allow the hardest-hit small businesses to receive a second forgivable Paycheck Protection Program (PPP) loan.
 - Eligibility would be limited to small businesses with 300 or fewer employees that have sustained a 30 percent revenue loss in any quarter of 2020.
 - Small 501(c)(6) organizations that are not lobbying organizations and that have 150 employees or fewer, such as local chambers of commerce, economic development organizations, and tourism offices, would become eligible for PPP.
 - Forgivable expenses are expanded to include supplier costs and investments in facility modifications and personal protective equipment to operate safely.
 - Business expenses paid for with the proceeds of PPP loans are tax deductible, consistent with Congressional intent in the CARES Act.
 - Loan forgiveness process is simplified for borrowers with PPP loans of \$150,000 or less.
 - Set-asides are included to ensure that smaller borrowers and underserved communities get the help they need, such as: for small businesses with 10 or fewer employees; for loans made by small community lenders, including Community Development Financial Institutions (CDFIs), credit unions, small community banks, Minority Depository Institutions (MDIs), and farm service lenders; and for the Minority Business Development Agency.
- Funding for independent live venue operators, including eligible independent movie theatres and museums, affected by COVID-19 stay-at-home orders.
- Extension of Section 1112 of the CARES Act, which provides payment of principal, interest, and associated fees on qualifying Small Business Administration (SBA) 7(a), 504 and microloans.
- Funding for SBA loan products to increase guarantees on SBA 7(a) loans and reduce fees on 7(a) and 504 loans; provide loan subsidies for 7(a) loans; and provide Economic Injury Disaster Loan grant advances.
- Includes re-purposing of \$138 billion in unspent allocations to be reinvested in the PPP program

Subtitle B: Unemployment Assistance

- Extension of all pandemic unemployment insurance programs by 16 weeks, including PUA and PEUC, from their expiration at the end of December
- Ensure beneficiaries of Railroad Retirement Board received the same benefits as other workers
- Federal supplemental unemployment insurance benefits expanded by \$300 per week for 16 weeks, from the end of December into April 2021
- \$1 billion for state systems for technology modernization and fraud prevention
- Small administrative adjustments, e.g. to certification requirements and overpayment standards

Title II: Emergency Assistance to Support the Health and Safety of Americans

Subtitle A: Vaccine Development & Distribution

- \$3.42B for direct grants for states, localities, and territories
 - Allows states to use funds for tracking systems and data modernization
 - Direct the Secretary to take into account geographical areas with high percentage of cross jurisdictional workers for future vaccine allocations
- \$2.58B for CDC vaccine distribution and infrastructure
 - \$129 million for tribes, tribal organizations, urban Indian health organizations, or health service providers to tribes
 - Contingency/Discretionary fund to be utilized by Secretary to send additional aid to states to assist with vaccine distribution
- Allows states to use USPS registry to help track vaccine distribution

Subtitle B: Testing and Tracing

- \$7 billion in direct grants for states, localities and territories
 - \$3.5 billion to states, localities, and territories
 - \$2.32 billion to hot spots
 - \$827.5 million to be used at the Secretary's discretion to states
 - Includes authorization for grants to Federally Qualified Health Centers, Rural Health Clinics, school-based health clinics, schools, academic medical centers, colleges and universities, research labs, veterinary labs, nonprofits, Indian tribes, local governments, and other entities
 - \$350 million to tribes, tribal organizations, urban Indian health organizations, or health service providers to tribes
- \$2 billion for nursing homes, long term care, HCBS, and assisted living facilities
 - Includes \$200 million for nursing home strike teams
- \$300 million for Health Workforce programs, including the National Health Service Corps and Nurse Corps, to support loan repayment to recruit clinicians for underserved areas
- \$700 million to the Secretary for additional research, procurement and medical supply needs, including:
 - To make purchases of personal protective equipment and other medical supplies as needed to address the COVID-19 pandemic
 - Fund research at the National Institutes of Health, including studying Post-Acute-Covid-19 syndrome and other long-term health outcomes in COVID-19 survivors
 - Develop, purchase, distribute and otherwise ensure the timely delivery of a safe and effective COVID-19 vaccine to the American public

Subtitle C: Supporting Health Care Providers

- \$35 billion to the Provider Relief Fund (PRF)
 - \$7 billion for rural providers and \$1 billion for tribes, tribal organizations, urban Indian health organizations, and health service providers to tribes
- Fix to PRF reporting guidelines clarifying lost revenue calculations, including clarification that PRF can be used for staffing
- Allows health systems to move targeted Provider Relief Fund distributions within their system
- Includes a directive to HHS to consider appropriate distribution of funds, including for health providers who were under-represented in previous allocations, or are at risk of imminent closure

Subtitle E: Other Health Provisions

- Authorizes states, tribes and territories to enter into interstate compacts or agreements, for the purposes of procuring COVID-19 tests and supplies for such tests
- Extends telehealth flexibility through December 31, 2021

Subtitle F: Addiction and Mental Health

- \$3.15B to SAMHSA programs for the Substance Abuse Prevention and Treatment Block Grant, the Community Mental Health Services Block Grant, tribal programs, emergency relief, and peer recovery programs and suicide prevention efforts at the CDC.
- \$1.3B to the State Opioid Response (SOR) Grants
- \$150M to the Certified Community Behavioral Health Centers (CCBHCs) Program
- Expanding access to Medication-Assisted Treatment (MAT): Limited extension of associated CMS and DEA telehealth waivers and eliminate the requirement that requires practitioners to apply for a waiver through the DEA in order to prescribe buprenorphine for substance use disorder treatment to the end of the Public Health Emergency or to December 31, 2021, with appropriate state oversight and study to be conducted on buprenorphine diversion

Title III: Emergency Assistance for a Strong Economic Recovery

Subtitle A: Transportation Funding

- Extension of the Payroll Support Program (PSP) through March 31, 2021. As in the CARES Act, funds will go directly to frontline aviation workers' wages, salaries, and benefits. Workers and taxpayers are protected through measures including prohibitions on stock buybacks and dividends, and limitations on executive compensation.
- \$4 billion funding for Airports, including set asides for airport concessionaires, Essential Air Service (EAS), and Small Community Air Service Development Program (SCASDP) through March 31, 2021
- \$8 billion to support the motorcoach and bus industry as well as others, including passenger ferries and school buses, similar to the *Coronavirus Economic Relief for Transportation Services (CERTS) Act of 2020*
- \$15 billion to support public transit systems across the country that will be used to prevent furloughs, meet operating needs, and keep systems running
- \$1 billion to allow Amtrak to continue to provide existing service and prevent additional furloughs through March 31, 2021.

Subtitle B: Child Care Stabilization Grants

- Appropriates \$10 billion for a new Child Care Stabilization Fund grants program at the Department of Health and Human Services to provide grants for child care providers.
- Grants would be available to child care providers that are currently open or temporarily closed due to COVID-19, regardless of whether they had previously received funding through the existing Child Care and Development Block Grant (CCDBG) program.
- Providers could use stabilization grants for a variety of purposes, including personnel costs; sanitization and cleaning; personal protective equipment; fixed costs, including mortgage obligations, rent, utilities and insurance; and modifications to child care services as a result of the COVID-19 pandemic.

Subtitle C & D: Agricultural Assistance and Fisheries

- \$13 billion to provide funding to address COVID-related impacts on farmers, ranchers, growers, timber harvesters and haulers etc., and rural communities
 - Includes \$600 million for fishery disaster relief, including funding for tribal and Great Lakes fisheries
 - Includes USDA Rural Development funding for water and wastewater programs

Subtitle E: CDFI / MDI Community Lenders

- \$12 billion in targeted emergency investments to help low-income and minority communities withstand the economic impact of the COVID-19 pandemic and respond to this unprecedented economic downturn
 - \$2 billion in emergency COVID-19 funding to the CDFI fund, for emergency COVID relief and relief to minority communities, and minority owned lenders disproportionately impacted by the by the COVID-19 pandemic and resulting economic stress Including \$800 million for minority lending institutions
 - \$10 billion in emergency capital injections to eligible CDFIs and MDIs to support immediate economic relief in low-income and minority communities struggling to respond to the COVID-19 pandemic

Subtitle F: Postal Service assistance

- Modify the CARES Act to specify that Treasury shall provide the \$10 billion at USPS's request without requiring repayment nor applying the terms or conditions agreed to in principle by USPS and Treasury in July 2020
- Require the Board of Governors to present to Congress within 180 days of enactment a plan to ensure the USPS's long-term solvency
- Require USPS to include information on the use of these funds as part of its quarterly and annual reports to the Postal Regulatory Commission

Title IV: Emergency Assistance for American Families and Students

Subtitle A: Nutrition

- Temporary increase in individual monthly Supplemental Nutrition Assistance Program (SNAP) by 15 percent for four months
- Expands the Pandemic-EBT program to cover families with children in child care
- Provides funding for The Emergency Food Assistance Program (TEFAP), including funds for storage and administration, to support food banks and food pantries
- Provides increased funding for school and child care meal programs
- Provides support for the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) to temporarily increase the value of WIC benefits to allow participants to purchase additional fruit and vegetables
- Provides funding for senior nutrition services, including Meals on Wheels, and extends waivers providing flexibility in Older Americans Act nutrition services
- Extends free meals reimbursement through the Child and Adult Care Food Program to young adults up to age 25 residing in emergency shelters
- Includes food assistance to U.S. territories not served by SNAP (Puerto Rico, American Samoa, Commonwealth of the Northern Marianas Islands)
- Includes additional funds for Food Distribution Program on Indian Reservations
- Includes additional funds for the Commodity Supplemental Food Program to provide food boxes to more senior citizens

Subtitle B: Rental Assistance

- Provide \$25 billion in rental assistance to states and local governments and Native American tribes through the Coronavirus Relief Fund
- No less than 90 percent of the funds must be used for payment of rent, rental arrears, utilities and home energy costs, utility and home energy arrears, and related housing expenses; and up to 10 percent of the funds are available for housing stability services
 - Specific guardrails to ensure support for the most in-need households, with a preference for households with 50 percent of area median income and below
 - Support can cover up to 18 months of arrears and prospective assistance, with prospective assistance limited to no more than 12 months
- Extends the current CDC eviction moratorium until January 31, 2021

Subtitle C: Student Loans

- Extension of student loan forbearance provisions created in CARES and extended by Executive Order, from the current expiration date of January 31, 2021 through April 1, 2021

Title V: Emergency Assistance for Education Institutions and Connectivity

Subtitle A: Broadband

- \$6.25 billion for State Broadband Deployment and Broadband Connectivity grants to bridge the digital divide and ensure affordable access to broadband during the COVID 19 pandemic
- \$3 billion for an Emergency Educational Connectivity Fund to provide E-Rate support to educational and distance learning providers to provide hotspots, devices, and other connected devices, and advance digital equity/inclusion.
- \$200 million to Institute of Museum and Library Services (IMLS) to purchase and distribute Internet-connected devices to libraries in low-income and rural areas
- \$475 million to FCC COVID-19 Telehealth Program to support efforts of healthcare providers to address coronavirus, including a 20% set aside for small, rural health providers
- \$100 million to Department of Veterans Affairs for Telehealth and Connected Care Program to purchase, maintain, and refresh devices and services to veterans for provision of access to telehealth services

Subtitle B: Education Funding

- Provides \$82 billion for education providers, funded similar to the CARES Act with provisions including:
 - CARES Act Governors Emergency Education Relief Fund (\$7.5 billion)
 - Including \$2.5 billion for private schools
 - Elementary and Secondary School (K-12) Emergency Relief Fund (\$54 billion)
 - Higher Education Emergency Relief Fund (\$20 billion)
 - Including set aside for minority serving institutions and development institutions and for institutions with greatest unmet needs
 - Relief for territories and Bureau of Indian Education

Title VI: Rescissions

Rescissions & General Funding

- Re-allocates \$429 billion in unused Treasury direct loans and excess funds from Federal Reserve facilities authorized in the CARES Act

Title VII: Other Matters

Extension of CARES Section 3610

- Extends the authority until April 30, 2021 the CARES provision, known as section 3610, which provides necessary relief during the pandemic to critical Intelligence Community industry partners—and particularly to small businesses that provide highly specialized capabilities—to retain key national security capabilities

NH Department of Health and Human Services
129 Pleasant Street - State Office Park South
Concord, NH 03301



PRESS RELEASE
FOR IMMEDIATE RELEASE
December 17, 2020

CONTACT
State Joint Information Center
603-223-6169
jic@dos.nh.gov

NH DHHS COVID-19 Update – December 17, 2020

Concord, NH – The New Hampshire Department of Health and Human Services (DHHS) has issued the following update on the new coronavirus, COVID-19.

On Thursday, December 17, 2020, DHHS announced 872 new positive test results for COVID-19, for a daily PCR test positivity rate of 5.4%. Today's results include 579 people who tested positive by PCR test and 293 who tested positive by antigen test. There are now 6,928 current COVID-19 cases diagnosed in New Hampshire. Of the results reported today:

- **12/11:** 46 new cases today, for an updated total of **844** cases
- **12/12:** 67 new cases today, for an updated total of **603** cases
- **12/13:** 156 new cases today, for an updated total of **881** cases
- **12/14:** 34 new cases today, for an updated total of **593** cases
- **12/15:** 155 new cases today, for an updated total of **575** cases
- **12/16:** 414 new cases

Test results for previous days are still being processed and the total number of new positives for those days are not yet complete. Updated case counts for prior days will be reflected on the [COVID-19 interactive dashboard](#).

Several cases are still under investigation. Additional information from ongoing investigations will be incorporated into future COVID-19 updates. Of those with complete information, there are ninety individuals under the age of 18 and the rest are adults with 55% being female and 45% being male. The new cases reside in Rockingham (209), Merrimack (128), Hillsborough County other than Manchester and Nashua (122), Strafford (59), Belknap (54), Grafton (36), Cheshire (24), Carrol (17), Sullivan (12), and Coos (10) counties, and in the cities of Manchester (97) and Nashua (58). The county of residence is being determined for forty-six new cases.

Community-based transmission continues to occur in the State and has been identified in all counties. Of those with complete risk information, most of the cases have either had close contact with a person with a confirmed COVID-19 diagnosis or are associated with an outbreak setting.

DHHS has also announced four additional deaths related to COVID-19. We offer our sympathies to the family and friends.

- 2 male residents of Hillsborough County, 60 years of age and older
- 1 female resident of Rockingham County, 60 years of age and older
- 1 male resident of Strafford County, 60 years of age and older

There are currently 284 individuals hospitalized with COVID-19. In New Hampshire since the start of the pandemic, there have been a total of 34,264 cases of COVID-19 diagnosed with 877 (3%) of those having been hospitalized.

Current Situation in New Hampshire

New Hampshire 2019 Novel Coronavirus (COVID-19) Summary Report (data updated December 17, 2020, 9:00 AM)

NH Persons with COVID-19:	34,264
Recovered	26,707 (78%)
Deaths Attributed to COVID-19	629 (2%)
Total Current COVID-19 Cases	6,928
Persons Who Have Been Hospitalized for COVID-19	877 (3%)
Current Hospitalizations	284
Total Persons Tested at Selected Laboratories, Polymerase Chain Reaction (PCR) ₂	476,064
Total Persons Tested at Selected Laboratories, Antibody Laboratory Tests ₂	34,129
Persons with Specimens Submitted to NH PHL	61,030
Persons with Test Pending at NH PHL ₁	1,603

₁Includes specimens positive at any laboratory and those confirmed by CDC confirmatory testing.

₂Includes specimens tested at the NH Public Health Laboratories (PHL), LabCorp, Quest, Dartmouth-Hitchcock Medical Center, and those sent to CDC prior to NH PHL testing capacity.

₃Includes specimens received and awaiting testing at NH PHL. Does not include tests pending at commercial laboratories.

New Hampshire Institutions Associated with COVID-19 Outbreak (as of 12/17/2020)

Current COVID-19 Outbreaks	Resident Cases	Staff Cases	Under Investigation	Deaths
The Arbors at Bedford	12	1	0	0
Clipper Harbor/Cedar Healthcare Center	22	5	0	0
Colonial Poplin Nursing & Rehabilitation	19	10	0	0
Community Bridges Concord	4	5	0	0
Coos County Nursing Hospital	62	67	0	12
Country Village Center	4	1	0	0
Courville at Bedford - Carlyle Place	19	5	0	1
Crestwood Center Milford	25	8	0	0
Elms Center	24	11	0	1
Epsom Healthcare	40	24	0	3
Evergreen Place	3	2	0	0
Fairview Senior Living	47	23	0	2
Grace House Windham	15	16	0	0
Green Mountain Treatment Center	67	35	0	0
Hackett Hill	1	4	0	0
Hanover Hill Manchester	20	10	0	1
Hanover Terrace Health and Rehabilitation Center	65	27	0	0
Harris Hill Center	6	6	0	0
Lakes Region Community Service Fairview Home	6	9	0	0
Maple Leaf Healthcare Center	93	70	0	10
Merrimack County Jail	26	4	0	0

Merrimack County Nursing Home	19	12	0	0
Mt. Prospect Academy Seacoast Treatment &	10	8	0	0
Nashua Crossings Benchmark	22	21	0	0
NH State Prison - Men's	135	35	0	0
NH Veterans' Home	92	98	0	31
Pines of Newmarket	8	3	0	0
Pleasant View Nursing Home	51	13	0	0
Riverside Rest Home	40	32	0	0
Secure Psychiatric Unit, NH Department of	17	8	0	0
St. Anne's Rehabilitation and Nursing Center Dover	17	16	0	0
St. Joseph's Residence Manchester	11	11	0	1
Strafford County Jail	22	5	0	0
Warde Rehabilitation & Nursing Center	23	11	0	0

Closed COVID-19 Outbreaks	Resident Cases	Staff Cases	Deaths
All American Assisted Living Londonderry (6/9/2020)	15	16	2
Aurora Assisted Living Derry (6/6/2020)	38	17	10
Bedford Falls (6/6/2020)	40	21	11
Bedford Hills Center Genesis (7/16/2020)	37	25	7
Bedford Hills Center Genesis (11/9/2020)	61	20	19
Bedford Nursing and Rehabilitation Center (7/7/2020)	62	28	17
Bellamy Fields Dover (5/16/2020)	35	13	10
Birch Hill (7/30/2020)	40	29	14
Clipper Harbor Genesis Portsmouth (5/29/2020)	0	8	0
Community Bridges Belmont (6/9/2020)	2	7	0
Community Resources for Justice Transitional Housing Manchester (5/18/2020)	16	4	0
Courville Manchester (6/30/2020)	15	14	6
Crestwood Center Milford (6/30/2020)	54	28	15
Crotched Mountain (4/20/2020)	3	12	1
Easterseals - Manchester (5/16/2020)	45	70	0
Evergreen Place Manchester (9/3/2020)	27	16	7
Greenbriar (8/21/2020)	124	34	28
Greystone Farm at Salem (6/16/2020)	9	3	0
Hackett Hill Genesis Manchester (6/5/2020)	56	16	16
Hanover Hill Manchester (5/26/2020)	79	60	25
Hillsborough County Nursing Home (7/27/2020)	154	55	39
Holy Cross Manchester (7/15/2020)	19	18	1
Huntington Nashua (5/8/2020)	23	19	7
Institute for Professional Practice, Inc (4/21/2020)	2	6	1
Kimi Nichols Center Plaistow (6/10/2020)	3	6	0
Mt. Carmel Nursing and Rehabilitation Manchester (6/26/2020)	38	16	5
Mount Prospect Academy Plymouth (12/8/2020)	14	28	0
Mountain Ridge Genesis Franklin (6/18/2020)	49	21	9
Mountain View Community Ossipee (10/7/2020)	4	8	1
Oceanside Center - Genesis (12/16/2020)	44	27	11

Pine Rock Manor Warner (11/19/2020)	48	14	8
Pleasant Valley Derry (5/27/2020)	87	29	21
Prospect Woodward Home at Hillside Village Keene (12/17/2020)	14	9	1
Ridgewood Genesis Bedford (6/18/2020)	64	23	23
Ridgewood Genesis Bedford (8/12/2020)	2	9	0
Ridgewood Genesis Bedford (12/13/2020)	3	5	0
Rockingham County House of Corrections (9/13/2020)	11	1	0
St. Teresa Rehabilitation and Nursing Center (12/3/2020)	31	18	9
Salem Woods (5/18/2020)	23	26	10
Salemhaven (7/9/2020)	46	15	11
Studley Home Assisted Living Facility Rochester (12/16/2020)	30	4	2
Villa Crest Manchester (7/1/2020)	54	45	15
Warde Health Center Windham (10/22/2020)	3	2	0
Woodlawn Care Center Newport (12/10/2020)	33	24	4

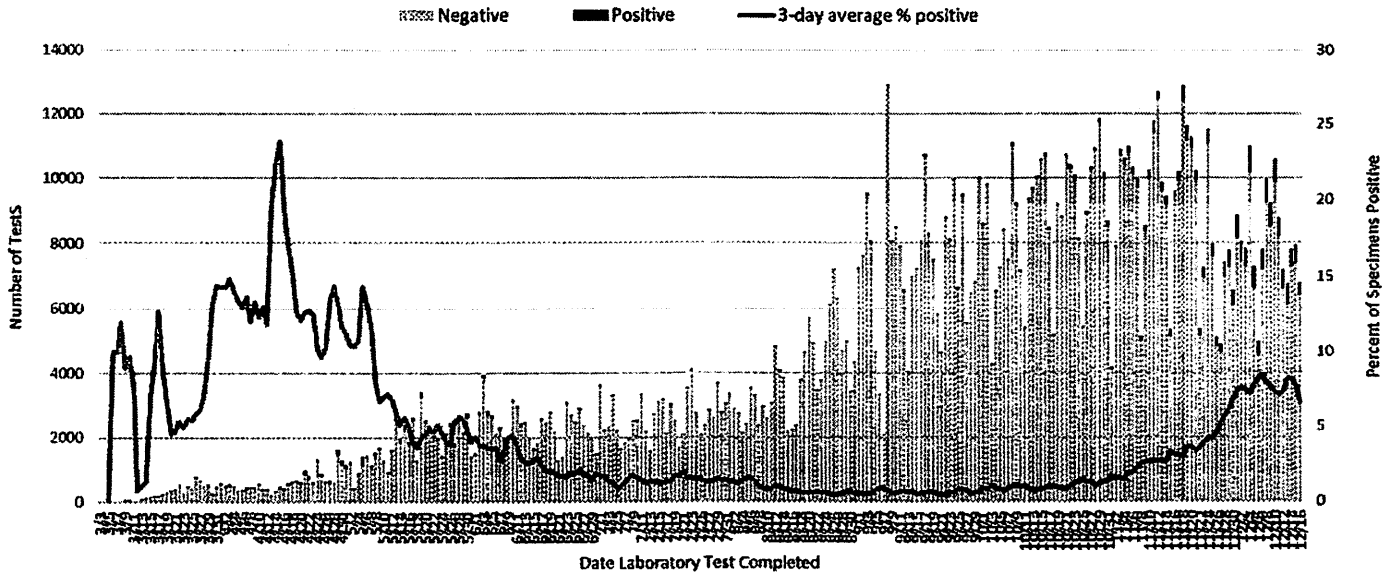
Number of Tests Conducted by Date of Report to NH DHHS

Polymerase Chain Reaction (PCR) Tests								
	12/10	12/11	12/12	12/13	12/14	12/15	12/16	Daily Average
NH Public Health Laboratories	1,703	1,258	1,329	999	1,253	853	1,240	1,234
LabCorp	1,930	1,053	1,629	1,854	1,299	1,523	878	1,452
Quest Diagnostics	917	1,308	1,364	1,747	1,424	1,181	1,167	1,301
Mako Medical	996	277	131	249	9	113	663	348
Dartmouth-Hitchcock Medical Center	793	724	516	423	302	738	4	500
Other NH Hospital Laboratory	579	540	490	435	527	551	306	490
Other Laboratory*	2,188	1,856	1,742	1,037	1,091	1,511	1,713	1,591
University of New Hampshire**	1,483	1,782	1	0	1,917	1,481	805	1,067
Total	10,589	8,798	7,202	6,744	7,822	7,951	6,776	7,983
Antibody Laboratory Tests								
	12/10	12/11	12/12	12/13	12/14	12/15	12/16	Daily Average
LabCorp	19	20	21	1	2	26	0	13
Quest Diagnostics	31	41	34	7	10	18	39	26
Dartmouth-Hitchcock Medical Center	11	10	3	0	7	6	0	5
Other Laboratory*	12	15	7	0	23	10	5	10
Total	73	86	65	8	42	60	44	54

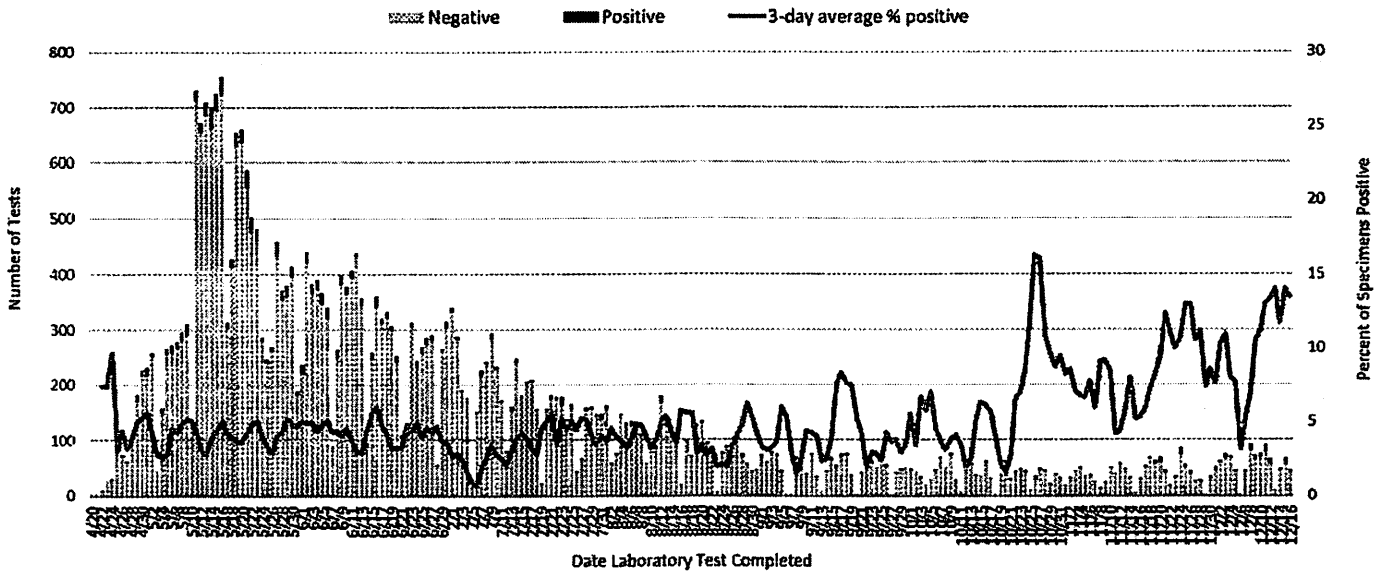
* Includes out-of-state public health laboratories, out-of-state hospital laboratories, and other commercial laboratories not listed in the above table.

** Includes tests conducted at the UNH laboratory and their contracted lab Veritas.

Number of Tests for COVID-19 by Polymerase Chain Reaction (PCR) Test Result, New Hampshire



Number of Tests for COVID-19 by Antibody Test Result, New Hampshire



[NH DHHS Daily Update on COVID-19 Archive](#)

For more information, please visit the DHHS COVID-19 webpage at <https://www.nh.gov/covid19>.

###

Tax Abatements, Credits & Exemptions

List for Select Board meeting December 21, 2020

Abatement

Map/Lot/Unit	Location	Amount
95/64/131	23 Cherry St	\$ 500.00 vet credit
110/2/103	103 Green Gate	168.98
110/2/103	103 Green Gate	121.26

Permits And Approvals

Correspondence



Russ Dean <rdean@exeternh.gov>

December 2020 TIP Administrative Adjustment

1 message

David Walker <dwalker@therpc.org>

Wed, Dec 16, 2020 at 9:47 AM

Dear Rockingham MPO Policy and TAC Committee members,

We have received a request from the NH Department of Transportation to make a revision in our FY 2019-2022 Transportation Improvement Program (TIP). The proposed change qualifies as an Administrative Modification which does not require MPO Policy Committee approval. The details on the TIP Administrative Adjustment process can be found on the RPC website at www.therpc.org/TIPrevisions.

The full report detailing the proposed project changes is attached. The MPO TIP Revision report shows the existing approved version of each project first and the proposed revised project below. In cases where projects are being added into the TIP there is no "Approved" version listed. In addition to the Project number and Route/location, the data includes project cost by phase for each fiscal year (2019-2022) and for each funding source (Federal, State, Other), as well as the specific funding programs being utilized. The bottom section for each project contains information on whether a project is regionally significant, as well as the current Clean Air Act code and the overall total project cost.

The proposed project changes are summarized as follows:

December, 2020 Proposed Administrative Modifications

Project Number	Location	Project Scope	Proposed Project Changes	Project Cost Change
26485	Hampton - Portsmouth	Acquire 9.7 miles RR Corridor Hampton-Portsmouth & improve existing corridor surface for bike/ped	Moved funds from 2021 to 2022 due to NEPA delays. Change in funding type. No change in cost.	\$0
24457	North Hampton	Superstructure replacement of bridge carrying US 1 over Boston & Maine RR (Red List Br No 148/132)	Moved funds from 2021 to 2022 for fiscal constraint purposes. No change in cost.	\$0
29640	Portsmouth	US 1 Improvements (1.7 mi.) from Constitution Ave to Wilson Rd & from Ocean Rd to White Cedar Blvd	Increase in funds to match Ten Year Plan	\$990
RRRCS	Program	Reconstruction of Crossings, Signals, & Related Work (Annual Project)	Decrease in PE funds in FY20, Increase in FY21. Decrease in CON funds in FY20, increase in FY21. All changes required to match needs of individual projects within program	\$40,000
CRDR	Program	Culvert Replacement/ Rehabilitation & Drainage Repairs (Annual Project)	Increase in PE and ROW funds. Decrease in CON funds. All changes required to match needs of individual projects within program. No cost change.	\$0
PAVE-T2-REHAB	Program	Rehab of Tier 2 roads.	Increase in PE funds in FY21. Decrease in PE funds for FY22, increase in CON funds for FY22. All changes required to match needs of individual projects within program.	\$1,240,000

FTA5307	Program	Boston Urbanized Area (UZA) FTA Section 5307 apportioned funds for NHDOT transit projects.	Shifting funds from FY20 to FY21 to support pandemic operations and reflecting current allocation of funding.	(\$334,042)
43289	Statewide Tier 2 (S)	Resurfacing of various Tier 2 roadways	Project split out from programmatic PAVE-T2-RESURF and is required to be listed in the TIP/STIP. No change in cost.	\$0

Net Change \$946,948

Per our adopted MPO TIP Amendment process I am notifying you of this request and of the intent of the RPC Executive Director to approve it. Contact me before the close of business on **Thursday, December 17, 2020** if you have objections to handling the revision in this manner. There is no need to respond to this email if you have no objections.

The twelve most recent administrative modifications to the TIP can be found on the Minor Revisions page of the MPO website and all changes can be found in the MPO Document Library.

Contact me or Tim Roache (troache@therpc.org) if you have questions.

Thank you,

Dave Walker

David Walker

Assistant Director

Rockingham Planning Commission

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