



DRAFT

Board of Selectmen Town of Gilmanton, New Hampshire

1 T.A. Boré

2 **Present:** Chairman Mark Warren, Vice-Chairman Vincent Baiocchi, Selectman Collins and
3 Town Administrator Boré (Gilmanton Academy building – Auditorium).

4
5 Call to Order – 1:00 p.m. Chairman Warren

6
7 Chairman Warren opens the meeting and leads the Pledge of Allegiance.

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9 The purpose of this meeting was to discuss Department Heads budget recommendations for 2021.

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11 • **FIRE DEPARTMENT/EMERGENCY MANAGEMENT (4220 and 4290)**

12
13 Chairman Warren introduces Chief Hempel who will present his recommendations for the Fire
14 Department/Emergency Management budgets. (Attachment 1)

15 Excluding payroll and benefits related expenses, Chief Hempel is recommending an overall budget
16 of \$188,351 for 4220. This is \$ 12,535 less than the approved 2020 budget (6% decrease).

17 Chief Hempel goes through the main changes in his 2021 recommended budget versus 2020:

- 18 ■ Line 270 - Training: decrease is due to Lieutenant Paramedic training being completed in
19 2020. Board consensus to budget \$8,500 instead of \$8,000 as initially recommended by
20 Chief Hempel
- 21 ■ Line 341 - Phone: decrease is due to renegotiated deal with TDS by ATA.
- 22 ■ Line 370 - decrease due to Fire Department no longer having a server maintained by CCS
- 23 ■ Line 391 – Dispatch Services: contractual increase to \$40,059 instead of the initially
24 submitted \$39,000 stated by Chief Hempel.
- 25 ■ Line 800 – prevention: decrease due to existing inventory

26
27 With these changes (Lines 270 and 391), the overall recommended budget for 2021 for budget
28 4220 is \$189,910.

29
30 Chief Hempel then addresses certain recommended capital equipment needs, which would be
31 addressed through separate warrant articles:

- 32 ■ \$7,500 to be raised and appropriated to purchase 2 Nitrous Oxide field Units.
- 33 ■ \$5,000 to be raised and appropriated for equipping the paramedic unit

34
35 Vice-Chairman Baiocchi inquires about the reason why these 2 purchases are not included in
36 the department operating budget rather than seeking approval through separate warrant articles.

37 Chief Hempel talks about the newly established EMS Revolving Fund, which the Town voted for
38 at the March 2020 Town Meeting. The purpose of this fund, which is funded through 50% of the
39 ambulance revenues, specifically addresses this type of equipment.

40 Vice-Chairman Baiocchi is concerned that, if voted down, the new paramedic unit would not
41 acquire the needed equipment to conduct their duties.

Chief Hempel also mentions the need to deposit monies in the Refurbish/Replace Fire Truck Capital Reserve Fund in anticipation of the ordering of new Fire truck in 2022. This will be part of the CIP.

T.A. Boré mentions a new fire truck is estimated to cost approx.. \$750,000. The intent is to have enough money in the fund to be able to make a down-payment and reduce the overall financing requirement, not to have enough money to pay cash for the purchase.

T.A. Boré asks Chief Hempel about the Emergency Management budget. Chief Hempel's recommendation is to ask for the same amount as 2020, i.e. \$2,500.

• **TRANSFER STATION (4324)**

Chairman Warren introduces Transfer Station Manager, Ron Nason, who will present his recommendations for the Transfer Station budget. (Attachment 2)

Excluding payroll and benefits related expenses, T.S. Manager Nason is recommending an overall budget of \$242,575. This is \$ 14,655 more than the approved 2020 budget (6% increase). Most of that increase is in line 663 (see below).

T.S. Manager Nason goes through the main changes in his 2021 recommended budget versus 2020:

- Line 370 – Computer expenses: decrease due to workstation replacement in 2020 not re-occurring in 2021.
- Line 660 – Skid Steers tires need to be replaced again because of the significant wear and tear
- Line 663 – Bailer rep. & maintenance: \$12,000 increase due to recommendation from T.S. manager Nason to rebuild the current bailer rather than purchasing a new one. This is based on a \$13,000 quote. Once rebuilt, bailer is expected to have an additional 10-year shelf-life. Rebuild is expected to last 2-3 days, so should not have an impact on operations. A new bailer is estimated to cost \$100,000 approx. T.A. Boré mentions that NH the Beautiful offers grants that could cover 80% of the cost of a new bailer.
- Lines 800 & 801- MSW Solid Waste and Demo: these expenses are driven by the increase in volume and the contractual increase in fees. T.A. Boré indicates that, based on volumes to-date and estimates for rest of 2020 year, line 800 should be \$153,907 and line 801 \$47,061.

T.A. Boré asks T.S. Manager Nason if he has any request for capital needs through separate warrant articles. T.S. Manager Nason talks about redoing the siding on the transfer Station building, which is tarning to deteriorate. He has been asking for quotes but has not yet received any. He will advise upon receipt.

T.A. Boré also asks T.S. Manager Nason if he has any need for any additional personnel. T.S. Manager Nason mentions that he would like to have a seasonal attendant available on call when any of his current staff is out on vacation or sick.

Vice-Chairman Baiocchi asks for how many hours that attendant would be needed.

T.S. Manager Nason offers to come back to the Board with a specific recommendation on this matter.

With the changes to Lines 800 and 801, the overall recommended budget for 2021 for budget 4324 is \$262,543, a \$34,623 increase.

• **POLICE DEPARTMENT/ANIMAL CONTROL (4210 and 4414)**

Chairman Warren introduces Chief Currier who will present his recommendations for the Police Department/Animal Control budgets. (Attachment 3)

Excluding payroll and benefits related expenses, Chief Currier is recommending an overall budget of \$83,001 for 4220. This is \$740 more than the approved 2020 budget (1% increase). These numbers exclude Line 370 CCS Computer expenses. See below)

Chief Currier goes through the main changes in his 2021 recommended budget versus 2020:

- Line 114 – Patrol Officer 1: Chief Currier wants to make sure funding for the contracted sign-on bonus is properly budgeted on that line.
- Line 270 – Training: Chief is asking for \$2,500 per staff, ie \$7,500. Vice-Chairman Baiocchetti asks about Law Enforcement Executive Development Association training for Chief Currier. Chief Currier is trying to confirm whether classes are still being offered and whether they are only virtual training or not before making a recommendation on thee.
- Line 341 – Phone: decrease due to renegotiation of TDS agreement by ATA.
- Line 370 – Computer expenses: CCS expenses are estimated at \$17,135 for 2021, which includes 3 workstation replacements, which Chief Currier believes can be postponed to 2022. Excluding the 3 replacements, the total for line should \$11,000.
- Line 411 – Heat: Chief Currier changes his initial recommendation of \$2,500 to \$2,000 for 2021 based on current actual expenses.
- Line 440 – Lease/rental contracts: copier lease \$200/month, IMC Record Management system (\$5,600), Metrocast at \$16/month and Guardian tracking at \$840.

With the changes to Lines 370 and 411, the overall recommended budget for 2021 for budget 4210 is \$93,501, a decrease of \$2,275 versus the 2020 budget.

Chief Currier indicates that per the CIP a new PD cruiser would be purchased in 2021. With the 2 new cruisers acquired in 2020 and because of ongoing financial situation, he is recommending to skip a year and wait until 2022 to replace the oldest cruiser in the fleet (at 90k miles).

T.A. Boré asks about the plan for the incremental 6th cruiser. Chief Currier mentions that it is up to the Board to decide whether to auction it off or try to sell it. T.A. Boré suggests that it may be another option to keep it in the fleet if we are not purchasing a new cruiser in 2021. It could be a backup vehicle in the event an issue occurs with the other cruisers or to be used for transporting animals. Vice-Chairman Baiocchetti also suggests it could be used for police details.

With respect to Animal Control, Chief Currier recommends to up the budget to \$1,280 to allow for the purchase of a dog kennel that would be located behind the PSB and would be used for dogs “in-transit” after they have been caught and before they are sent back to their owner or to the ASPCA.

• HIGHWAY DEPARTMENT (4311, 4312, 4316 and 4319)

Chairman Warren introduces Road Agent Perkins who will present his recommendations for the Highway Admin./Highway & Streets/Street Lighting and Road Betterment budgets. (Attachment 4)

Excluding payroll and benefits related expenses, Road Agent Perkins is recommending an overall budget of:

- \$107,001 for 4311, excluding Line 370 (CCS computer expenses) , ie \$250 less than in 2020.
- \$422,900 for 4312, no change compared to 2020
- \$4,500 for 4316, no change compared to 2020

- \$279,447 for 4319, no change compared to 2020.

Line 370, T.A. Boré states line should be \$ 2,795, which includes one workstation replacement a decrease of \$2,145 compared to the 2020 budget line.

Road Agent Perkins talks about the Highway Block Grant. Numbers for next year have not been issued yet, but the anticipation is that due to COVID-19 the number this year will be less than last year, because the number is partially based on highway toll revenues which are down due to less traffic. The 2020 number of \$159,447 will be held as a placeholder for now, pending issuance of the 2021 numbers.

Road Agent Perkins then talks about capital needs: the 1-ton truck is due for replacement in 2021. Estimated cost is \$75,000. To be funded from the Highway Equipment Capital Reserve Fund. He would also recommend to add \$70,000 to the same fund to replenish it.

- **WELFARE/GENERAL ASSISTANCE (4441)**

Chairman Warren introduces Welfare Officer Carpenter who will present her recommendations for the Welfare/General Assistance budget. (Attachment 5)

Welfare Officer Carpenter reminds the Board that, by Law, the Town is obligated to provide general assistance. Lack of funding does not waive this obligation. If underbudgeted in 4441, the Town would then have to find funding elsewhere.

Welfare Officer Carpenter states 2020 was an odd year for welfare.

On average, in previous years expenses ranged between \$23,000 and \$27,000. This year homelessness has popped up due to unavailability of shelters. The Town does not have many cases, but this year they were all homelessness ones. Year-to-date expenses amount to \$44,356.51, \$23,078.39, reimbursed under the GOFERR Grant program. The Town also received a \$12,094.53 lien payback (this does not stay in 4441 but goes in the general fund as revenues). Net, Welfare has expensed \$9,183.59.

T.A. Boré clarifies that what was reimbursed by GOFERR was the incremental cost of having to lodge people at hotels because shelters and low-income housing were not closed or full.

Welfare Officer Carpenter is recommending to fund \$20,000 through the budget line 800.

T.A. Boré explains that starting last year, the Town is appropriating monies in both budget and non-capital reserve Fund to ensure proper funding for welfare.

Welfare Officer Carpenter confirms with T.A. Boré that the \$20,000 voted in March has not yet been deposited in the non-capital reserve fund for welfare, so that the actual fund balance is a little over \$31,000. Based on his confirmation, she is recommending not to add to the fund this coming year.

Vice-Chairman Baiocchetti asks about the budget request for funding 80hours/year of backup.

This is to cover 1-week vacation and 1-week sick time. He does not believe 2 weeks is enough.

You would need to cover training time for at least 2 to 4 additional weeks.

Historically backup was covered by a clerk in the Selectmen's office, so basically the lowest pay rate of \$17-20/hr. It would cost more to contract it out. Town used to pay \$52/hour when contracted out.

Welfare Officer Carpenter indicates that lately the volume of work having increased, she dedicates more than the budgeted 5 hours/week. However, lately, because she is not involved in BOS meetings, she has shifted 2 hrs/week to Welfare and same amount less

The Board agrees to seek funding for an additional \$5,000.

T.A. Boré asks Welfare Officer Carpenter to talk about her idea of setting up a little community, using a deeded property for welfare sheltering purpose. This would be brought through the CIP.

The idea would be to build a small housing development to deal with people in need of affordable sheltering. It could be set up as purely transitional housing until case workers are able to be on a right path, or a more long-term solution with potentially welfare recipients being able to secure a job and acquire the property and ultimately move on with their lives.

T.A. Boré suggests this could be a project for community involvement with residents and contractors donating their hours/work to help develop the community.

This is just a conceptual idea right now and would need to be further investigated, including any zoning issues, economics etc...

Chairman Warren asks Welfare Officer Carpenter to try to further develop/detail her idea.

• SELECTMEN'S OFFICE (4130, 4150, 4152, 4153, 4191, 4192, 4193, 4194, 4240)

Excluding payroll and benefits related expenses, T.A. Boré is recommending an overall budget of:

- \$42,093 for Executive (4130) versus \$47,301 in 2020, a decrease of \$5,208 (-11%)
- \$32,624 for Finance (4150) versus \$34,350 in 2020, a decrease of \$1,726 (-5%)
- \$52,775 for Assessing (4152) versus \$55,466 in 2020, a decrease of \$2,691 (-5%)
- \$80,000 for Legal (4153) versus \$220,000 in 2020, a decrease of \$140,000 (-64%)
- \$12,635 for Planning (4191) versus \$11,925 in 2020, an increase of \$710 (+6%)
- \$2,450 for ZBA (4192) versus \$2,475 in 2020, a decrease of \$25 (-1%)
- \$624 for HDC (4193), no change compared to 2020
- \$72,591 for Government Buildings (4194) versus \$80,721, a decrease of \$8,130 in 2020 (-10%)
- \$8,150 for Building Inspection/Code Enforcement (4240) versus \$6,650 in 2020, an increase of \$1,500

(Attachment 6)

T.A. Boré goes through the main changes in his 2021 recommended budget versus 2020:

- 4130 – executive:
 - line 391 (prof. services) had \$3,000 budgeted in 2020 for MRI post-assessment of PD OIP, which is no longer expected to be conducted. Keeping \$1 on the line in the event an interim TA is contracted out.
 - Line 750 - Off. Equipment reduced from \$1,400 to \$500. Purchased 2 file cabinets in 2020, not a recurring purchase in 2021.
- 4150 – Finance:
 - Line 301: +\$1,000 for Melanson audit (contract)
 - Line 625: postage reduced by \$2,400 (property tax bill postage outsourced)
 - Line 691: Budget Committee expenses reduced by \$250. Purchased new binders/tab sets in 2020, not a recurring purchase in 2021
- 4152 – Assessing:
 - Line 312: -\$5,400 for George Sansoucy not longer recurring expense post PSNH BTLA decision
 - Line 370: +\$2,650 Avitar public access module due to COVID-19
- 4153 – Legal: - \$140,000 assumes no new lawsuit and resolution on PSNH, GPD lawsuit
- 4194 – Government buildings
 - 411: -\$4,300 due to new negotiated oil & propane rates by ATA.
 - 430: repairs & Maintenance Academy reduced by \$5,000
 - 610: +\$2,650 due to additional Eastern Analytical water testing and \$1,000 COVID-19 related supplies

- 650: budgeting groundskeeping for all buildings since no hybrid position in Highway Dept
- 911: -\$1,300 in heating & oil at OTH due to new negotiated oil rates by ATA.
- **4240** - Building Inspection/Code Enforcement
 - Line 270: adding \$1,500 for new inspector.

General Board consensus to request \$1,500 on line 271 in 4130 for employees' appreciation instead of \$300 recommended by T.A., bringing the overall budget amount recommended for 4130 to \$43,293.

T.A. Boré asks the Board to approve the Minutes for the 10-05-2020 B.O.S. Meeting and the 2 Public Hearing conducted that day, as well as a memo to go to DRA confirming the unanimous decision from the Board to adjust the 2020 voted appropriations of \$5284,943 down by \$440, 043 (\$258,941 reduction in operating budget and \$181,102 in other warrant articles) for a new aggregate gross appropriation of \$4,844,900.

The Board approves and signs both documents.

Adjourn 4:34 PM

MOTION On a motion by Chairman Warren and seconded by Selectman Collins, it was unanimously voted to adjourn the Public Meeting (3-0 Voice Vote, Selectman Collins-yes – Chairman Warren-yes, Vice-Chairman Baiocchetti-yes).

Respectfully Submitted,

Town Administrator, Patrick Boré
Recording Secretary

Approved by the Board of Selectmen

Chairman Mark E Warren

Vice-Chairman Vincent A Baiocchetti

Selectman Evan J Collins

09/01/20 14:20

Town of Gilmanston

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BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = 01-###-###

Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
FIRE DEPARTMENT						
01-4220-110	FD SALARY CHIEF	81349.00	81348.80	84865.00	59052.54	
01-4220-114	FD WAGES MEDICAL #1	49371.00	49845.60	52106.00	35128.44	
01-4220-115	FD WAGES MEDICAL #2	45652.00	45656.16	47624.00	32248.23	
01-4220-116	FD WAGES MEDICAL #3	45652.00	45981.07	47624.00	32244.76	
01-4220-120	FD WAGES PART TIME	39400.00	20057.14	37142.00	16923.99	
01-4220-140	FD WAGES OVERTIME	20000.00	34049.79	20000.00	45737.03	
01-4220-150	FD HOLIDAY PAY	8401.00	8401.36	8691.00		
01-4220-190	FD WAGES ON CALL	38000.00	29653.00	37500.00	19184.50	
01-4220-191	FD WAGES FOREST FIRE					
01-4220-210	FD HEALTH INSURANCE	80285.00	70249.02	70632.00	52974.00	
01-4220-211	FD DENTAL INSURANCE	3830.00	3284.04	2910.00	2517.09	
01-4220-215	FD LIFE STD/LTD INSURANCE	1712.00	1322.46	1637.00	1056.42	
01-4220-220	FD FICA	4799.00	2943.37	4628.00	2972.34	
01-4220-225	FD MEDICARE	4753.00	4281.94	4866.00	3288.71	
01-4220-230	FD RETIREMENT FIRE	77607.00	82748.06	78506.00	53104.54	
01-4220-270	FD TRAINING	13250.00	12223.89	13250.00	6081.00	8000
01-4220-290	FD PRE EMPLOYMENT SERVICES	2000.00	655.00	2000.00		1500
01-4220-291	FD INSURANCE CALL FIRE FIGHTER	5665.00	5663.00	5665.00	5860.00	6000
01-4220-341	FD TELEPHONE	6200.00	6244.70	6200.00	4302.11	5500
01-4220-370	FD COMPUTER EXPENSE	5370.00	5963.00	5370.00	3396.00	3400
01-4220-390	FD PROF AMBULANCE INTERCEPT	1.00		1.00		1
01-4220-391	FD PROF DISPATCH SERVICES	36144.00	36372.90	38650.00	38647.04	39000
01-4220-410	FD ELECTRICITY	8700.00	8344.70	9250.00	5242.87	8750
01-4220-411	FD HEAT	9000.00	9537.63	9500.00	5562.12	9250
01-4220-430	FD EQUIPMENT SAFETY TESTING	4000.00	2871.97	4000.00	3192.09	4000
01-4220-431	FD REPAIR & MAINT BUILDINGS	8750.00	9078.42	8500.00	3428.28	8000
01-4220-440	FD LEASE/RENTAL COPIER	1700.00	1756.78	1650.00	1005.30	1650
01-4220-560	FD DUES & SUBSCRIPTIONS	3300.00	3204.00	5300.00	740.00	4250
01-4220-610	FD SUPPLIES AMBULANCE	17500.00	17708.69	18500.00	10487.36	18500
01-4220-620	FD OFFICE SUPPLIES	1250.00	1032.62	1250.00	356.26	1250
01-4220-625	FD POSTAGE	50.00		50.00		50
01-4220-630	FD REP & MAINT EQUIPMENT	5250.00	4398.38	5000.00	2115.49	5000
01-4220-635	FD GASOLINE	3000.00	2747.65	2750.00	1609.72	2500
01-4220-636	FD DIESEL FUEL	9500.00	9006.36	9000.00	4126.44	7500
01-4220-640	FD CUSTODIAL & HOUSEKEEPING	3000.00	4870.74	3000.00	2434.70	3000
01-4220-641	FD PROTECTIVE CLOTHING CLEAN	8500.00	7956.52	8500.00	1435.14	8500
01-4220-660	FD VEHICLE REPAIRS	22000.00	21843.61	21000.00	16584.74	21000
01-4220-680	FD UNIFORMS	4000.00	4048.58	3750.00	1766.15	3750
01-4220-690	FD OTHER MISCELLANEOUS	1200.00	369.27	1000.00		1000

BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = 01-####-###

Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
01-4220-740	FD CO TOOLS & EQUIPMENT	8500.00	8395.74	8000.00	3121.86	<u>7500</u>
01-4220-800	FD PREVENTION PROGRAMS	1000.00	2124.73	750.00		<u>500</u>
01-4220-999	FD AMBULANCE COLLECTION FEES	9000.00	8813.29	9000.00	6011.33	<u>9000</u>
TOTAL FIRE DEPARTMENT		698641.00	675053.98	699617.00	483938.59	

136,701

WITHOUT WABES

GILMANTON FIRE BUDGET NARRATIVE**PROPOSED**

	2020	2021
10-4220-110 SALARIES FIRE CHIEF	84865	
10-4220-114 SALARIES LT. FFAEMT #1	52106	
10-4220-115 SALARIES FF/AEMT #2	47624	
10-4420-1116 SALARIES FF/AEMT #3	47624	
Proposed one step increase grade 8 step 2 to step 3 \$18.56 based on merit		
10-4220-120 SALARIES PER DIEM VAC/SICK/COV	37142	
funds 2 weekly per diem shifts, officer coverage, vacation and sick time fill in, emergency call back staffing.		
10-4220-140 SALARIES OVERTIME	20000	
Funds overtime for 3 fulltime employees. Paid after 48 hours of straight time		
10-4220-150 HOLIDAY PAY	8691	
Funds Holiday pay for fulltime employees at 88 hours. Paid first week of Dec		
10-4220-190 SALARIES CALL PAY	37500	
Funds monthly call pay stipend for call firefighter/emt		
10-4220-191 SALARIES FOREST FIRE	0	
Obsolute salary line no longer needed		

GILMANTON FIRE BUDGET NARRATIVE**PROPOSED**

	2020	2021
10-4220-210 INSURANCE HEALTH Funds Health insurance for fulltime staff	70632	
10-4220-211 INSURANCE DENTAL Funds dental insurance for fulltime staff	2910	
10-4220-215 INSURANCE LIFE/STD-LTD Fund life insurance for fulltime staff	1637	
10-4420-200 FICA	4628	
10-4220-225 MEDICARE	4866	
10-4220-230 RETIREMENT Funds group 2 retirement for fulltime staff	78506	
10-4220-270 TRAINING Funds annual training classes, recertifications conferences ,Fire academy classes, seminars NH Fire Chiefs association meetings	13250	8000
10-4220-290 PRE EMPLOYMENT /ANNUAL PHYSICALS Funds NFPA annual physicals and preemployment	2000	1500
10-4220-291 INSURANCE CALL FIREFIGHTER Funds income replacment, LTD, STD, Life insurance for call firefighters	5865	6000

GILMANTON FIRE BUDGET NARRATIVE		PROPOSED	
		2020	2021
10-4220-341 TELEPHONE		6200	5500
Funds station phone, Ambulance jet pack wifi for EKG transmission			
Chief cell phone			
savings from new contract			
10-4220-370 COMPUTER EXPENSE		5370	3400
Funds computer maintence and network plan			
10-4220-390 AMBULANCE INTERCEPT		1	1
Obsolute line			
10-4420-391 PROFESSIONAL DISPATCH SERVICES		38650	39000
Annual LRMFA dispatch service fee			
10-4220-410 ELECTRIC		9250	8750
10-4220-411 HEATING OIL		9000	9250
Funds heating oil for IW and Corner stations			
10-4220-430 EQUIPMENT SAFETY TESTING		4000	4000
Funds annual testing of SCBA, Ladders , Fire pumps and Air Cascade system			
Gas Meters and maintence.			
10-4220-431 REPAIR AND MAINTENCE OF BUILDINGS	8750	8500	8000
Funds maintence of IW and Corners firehouses.			
including trash removal, generator maintence, Water softing system, Furmance			
maintence, Septic and gray water tanks			
General building repairs.			

GILMANTON FIRE BUDGET NARRATIVE**PROPOSED**

	2020	2021
10-4220-560 Dues and Subcriptions	5300	4250
Funds annual IAM responding notification system emergency reporting software. First responder grant assistance Funds trade magazine subscriptions IAM responding subscription		
10-4420-610 AMBULANCE SUPPLY / OXYGEN	18500	18500
Funds Ambulance consumables, medicine, oxygen supply and bottle lease increase over 2019 includes captial radio improvement assement for 2020		
10-4220-620 OFFICE SUPPLY	1250	1250
Funds day to day office supplies		
10-4220-625 POSTAGE	50	50
10-4220-REP AND MAINTAIN EQUIP.	5000	5000
Funds day to day maintence of Fire Department emergency equipment		
10-4220-635 GASOLINE	2750	2500
Funds gas powered equipment and Car 1		
10-4220-636 DIESEL FUEL	9000	7500
Funds diesel fuel for appratus		
10-4220 -640 CUSTODIAL AND HOUSEKEEPING	3000	3000
Funds cleaning supplies, , bottled water, Corners lawn care.		
10-4220-641 PROTECTIVE CLOTHING /REPAIRS	8500	8500
Funds replacement and maintence of protective clothing including Turn out gear, boots, helmets, gloves, hoods		

GILMANTON FIRE BUDGET NARRATIVE**PROPOSED**

	2020	2021
10-4220-660 VEHICLE REPAIRS	21000	21000
Funds the repair and maintenance of department fleet		
10-4220-680 FD UNIFORMS	4000	3750
Funds department uniforms for fulltime staff, students and call personnel		
10-4220-690 MISCELLANEOUS	1000	1000
Funds misc items not covered in other budget lines		
10-4220-740 TOOLS AND EQUIPMENT	8000	7500
Funds new tools and equipment for ambulance and fire		
10-4220-800 PREVENTION PROGRAMS	1000	500
Funds fire prevention material , decrease due to extra inventory from previous year.		
01-4220-999 AMBULANCE COLLECTION FEE	9000	9000
8% commission paid to ambulance billing agency on collected revenue		
TOTAL	699617	



TOWN OF GILMANTON

FIRE DEPARTMENT

1824 NH Route 140
Gilmanton IW, NH 03837
Tel: (603) 364-2500
Fax: (603) 364-2501

Fire Chief Paul J Hempel III



09/11/20

To: Patrick Bore'

From: Joe Hempel

Re: Tentative warrant article request for 2021

1) Raise and appropriate the sum of 7500.00 for the purchase of (2) Nitronix Nitrous oxide field units. These units dispense Nitrous Oxide for pain management. This product is self-administered by the patient, under the guidance of Advanced EMT's and operational protocols.

2) Raise and appropriate the sum of 5000.00 for the equipping for Paramedic level equipment in our licensed paramedic unit. (items to be specified prior to placing warrant)

Adding CIP funding to Ambulance replacement and Engine 3 Replacement amounts TBD

09/01/20 14:20

Town of Gilmanton

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TRANSFER STATION						
01-4324-110	TS SALARY	37740.00	38162.89	39372.00	27197.45	
01-4324-111	TS WAGES ATTENDANT #1	20576.00	18307.90	21464.00	12705.43	
01-4324-112	TS WAGES ATTENDANT #2	14765.00	10439.27	15636.00	11667.65	
01-4324-113	TS WAGES ATTENDANT #3	22698.00	17972.82	23675.00	12788.23	
01-4324-210	TS HEALTH INSURANCE	2500.00	2499.64	2500.00	1730.52	
01-4324-211	TS DENTAL INSURANCE	412.00	411.60	428.00	320.76	
01-4324-215	TS LIFE STD/LTD INSURANCE	302.00	250.07	285.00	199.72	
01-4324-220	TS FICA	5938.00	5322.44	6209.00	4031.53	
01-4324-225	TS MEDICARE	1389.00	1244.68	1452.00	942.94	
01-4324-230	TS RETIREMENT	4257.00	4302.43	4398.00	2954.34	
01-4324-270	TS TRAINING	500.00	275.00	200.00	200.00	
01-4324-290	TS SHOTS/MEDICAL EXP	500.00				
01-4324-341	TS TELEPHONE	600.00	626.67	600.00	439.02	600-
01-4324-343	TS ADVERTISING & NOTICES	250.00	97.50	250.00		
01-4324-370	TS COMPUTER EXPENSES	375.00	375.00	2470.00	1458.00	375-
01-4324-390	TS PROFESSIONAL MONITORING	5900.00	5899.50	5900.00	677.75	5900-
01-4324-391	TS MOWING GROUNDS	950.00	370.00	600.00	575.50	1000 - mow land fill
01-4324-410	TS ELECTRICITY	6600.00	4706.54	6600.00	3008.93	6000-
01-4324-411	TS HEATING OIL & PROPANE					
01-4324-430	TS REPAIR & MAINTENANCE BLDG	5000.00	5020.30	6000.00	1523.84	5000-
01-4324-560	TS DUES & SUBSCRIPTIONS	300.00	261.17	300.00	261.17	300-
01-4324-620	TS OFFICE SUPPLIES	300.00	84.86	400.00	39.99	400-
01-4324-636	TS DIESEL FUEL	2500.00	2054.67	2500.00	856.53	2500-
01-4324-637	TS MILEAGE	200.00	193.72	300.00	58.65	300-
01-4324-640	TS CUSTODIAL & HOUSEKEEPING	300.00	486.63	400.00	116.17	400-
01-4324-660	TS SKID STEER REP & MAINT	1500.00	1882.85	2100.00	493.70	2500 - Tire's
01-4324-661	TS COMPACTOR REP & MAINT	3000.00	3043.94	3000.00	217.90	3000 - rebuild
01-4324-663	TS BAILER REP & MAINT	1000.00	758.29	1000.00		13000 -
01-4324-680	TS BOOTS, UNIFORM EXP	1000.00	820.50	1000.00	19.94	1000 -
01-4324-690	TS OTHER MISCELLANEOUS	1000.00	1187.61	1200.00	3036.05	2000 - 153,903
01-4324-800	TS MSW MUNICIPAL SOLID WASTE	125000.00	130199.40	133000.00	92042.55	135000 - contract increase
01-4324-801	TS DEMO DISPOSAL & HAULING FEE	42000.00	39326.35	42000.00	24957.03	42000 - 47,061
01-4324-804	TS RECYCLE ELECTRONICS	3000.00	4197.98	3000.00	1153.61	3000 -
01-4324-805	TS RECYCLE GLASS EXPENSE	6000.00	8345.00	6000.00	2648.75	6000 -
01-4324-806	TS RECYCLING EXPENSE	5000.00	10087.19	7500.00	3992.25	7500 -
01-4324-808	TS TIRE REMOVAL EXPENSES	1800.00	1719.75	1800.00	988.50	1800 -
TOTAL TRANSFER STATION		325152.00	320934.16	343539.00	213304.40	2204,775

Atlantic Recycling Equipment, LLC
Refuse Equipment Sales and Service
13 JESSIE DOE RD
ROLLINSFORD, NH 03869
Phone: 603-749-2414 Fax: 603-749-2421
WWW.ATLANTICRECYCLINGEQUIPMENT.COM

Quotation

Date 9/22/2020
Quotation # 2011

Quotation Valid until: 10/22/2020

Prepared by: TMH

Submitted To:	
Town of Gilmanton PO Box 550 Gilmanton, NH 03237	
Notes	Gemini Rebuild

Project	
Transfer Station 284 Province Rd Gilmanton, NH	
Terms	Net 30

Qty	Item	Description	Rate	Total
		Atlantic will remove the baler platen and both cylinders & hydraulic hoses from the baler and return to our shop. The Ram will be completely torn down, structural repairs will be completed on the ram and the new Wear kit will be installed on to the ram. The Cylinders and hoses will be delivered to our cylinder repair shop for Price estimates to have both cylinders repaired and pricing for the replacement hoses. Atlantic will quote the Town the actual repair pricing for the cylinders and hoses once we have the actual pricing for the repairs. I have given you a Estimated worst case scenario on the cylinder repairs and replacement hoses. Atlantic will confirm the cylinder rebuild pricing and hoses pricing with the Town before any work is done at our cylinder shop. Once we have the cylinders & hoses back at our shop, we will schedule to return and install the cylinders, hoses and the baler platen, run and test the baler for proper operation. Atlantic will also change out the hydraulic oil and filter on the baler power unit before		

THESE PRICES DO NOT INCLUDE ANY APPLICABLE TAXES.

Total

Payment Terms: 30 DAYS

Any alterations or deviations from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge to this quotation. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner to carry all necessary insurance coverage. Our employees are fully covered by workers compensation insurance.

PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE.

Acceptance:

The above quoted pricing, specifications and conditions are satisfactory and are hereby accepted. You are authorized to perform the job.

Authorized

Signature: _____

Date: _____

Please email signed quote to admin@arenh.com or fax to 603-749-2421

THANK YOU FOR YOUR BUSINESS!

Atlantic Recycling Equipment, LLC

Refuse Equipment Sales and Service

13 JESSIE DOE RD

ROLLINSFORD, NH 03869

Phone: 603-749-2414 Fax: 603-749-2421

WWW.ATLANTICRECYCLINGEQUIPMENT.COM

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Submitted To:	
Town of Gilmanton PO Box 550 Gilmanton, NH 03237	
Notes	Gemini Rebuild

Project	
Transfer Station 284 Province Rd Gilmanton, NH	
Terms	Net 30

Qty	Item	Description	Rate	Total
1	PARTS	the we run the baler.		
		Baler Platen Reline Kit.	1,425.00	1,425.00T
2	PARTS	Estimated Replacement Hoses with flange style fittings.	325.00	650.00T
		Prices will be confirm once our Cylinder shop quotes us on the replacement hoses.		
2	PARTS	Estimated Cylinder Rebuild, Price will be confirmed with the Town once our cylinder shop has torn them down and determined what needs to be repaired.	2,000.00	4,000.00T
100	IRVINGOIL-Hydr...	AW22 Hydraulic oil per gallon w/disposal	9.75	975.00T
6	PARTS	1/4" x 10" x 10" Compactor anchor pads w/ 3/4" anchors.	19.50	117.00T
4	Travel	Two (2) Round Trip Travel to Gilmanton, NH Transfer station and back to Rollinsford, NH	105.00	420.00
1	Labor	Service Labor to complete the rebuild of the Marathon Gemini Horizontal baler, Includes on-site labor, shop labor and delivery & pick up charges for cylinders. Install the six (6) new Compactor pads onto the legs of the MSW compactor and re-anchor the compactor the concrete pad.	4,500.00	4,500.00

THESE PRICES DO NOT INCLUDE ANY APPLICABLE TAXES.

Total

Payment Terms: 30 DAYS

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Acceptance:

The above quoted pricing, specifications and conditions are satisfactory and are hereby accepted. You are authorized to perform the job.

Authorized

Signature: _____ Date: _____

Please email signed quote to admin@arenh.com or fax to 603-749-2421

THANK YOU FOR YOUR BUSINESS!

Atlantic Recycling Equipment, LLC
Refuse Equipment Sales and Service
13 JESSIE DOE RD
ROLLINSFORD, NH 03869
Phone: 603-749-2414 Fax: 603-749-2421
WWW.ATLANTICRECYCLINGEQUIPMENT.COM

Quotation

Date 9/22/2020
Quotation # 2011

Quotation Valid until: 10/22/2020

Prepared by: TMH

Submitted To:	
Town of Gilmanton PO Box 550 Gilmanton, NH 03237	
Notes	Gemini Rebuild

Project	
Transfer Station 284 Province Rd Gilmanton, NH	
Terms	Net 30

Qty	Item	Description	Rate	Total
		Current lead time on the parts for the Baler Platen is Two (2) Weeks after receipt of this quote signed for approval and emailed back our office. We will get you into the schedule as soon as we receive the signed quote and the parts are at our shop. Estimating Five (5) days to complete, this will ultimately be determined by how quickly the cylinders can be rebuilt. Sales Tax	0.00%	0.00
THESE PRICES DO NOT INCLUDE ANY APPLICABLE TAXES.				
Total				\$12,087.00

Payment Terms: 30 DAYS

Any alterations or deviations from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge to this quotation. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner to carry all necessary insurance coverage. Our employees are fully covered by workers compensation insurance.

PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE.

Acceptance:

The above quoted pricing, specifications and conditions are satisfactory and are hereby accepted. You are authorized to perform the job.

Authorized

Signature: _____

Date: _____

Please email signed quote to admin@arenh.com or fax to 603-749-2421

THANK YOU FOR YOUR BUSINESS!

Due: 9/18/2020

09/01/20 14:20

Town of Gilmanton

Page 000014

BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = 01-###-###

Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
PUBLIC SAFETY						

POLICE DEPARTMENT						

01-4210-110	PD SALARY CHIEF	72218.00	72217.60	74730.00	51194.88	
01-4210-111	PD WAGES SECRETARY	44803.00	44803.20	47825.00	32184.01	
01-4210-113	PD WAGES SERGEANT	56576.00	57428.83	59909.00	38237.62	
01-4210-114	PD WAGES PATROL #1	47632.00	47632.01	49700.00	25702.93	
01-4210-115	PD WAGES PATROL #2	46925.00	840.00	45024.00	30625.14	
01-4210-116	PD WAGES PATROL #3	45552.00	840.00	45024.00	30539.20	
01-4210-119	PD WAGES ACO PT	1300.00	554.31	2600.00		
01-4210-120	PD WAGES PART TIME	8000.00	5410.00	8000.00	3290.00	
01-4210-125	PD WAGES SPECIAL DETAIL	3700.00	940.00	5000.00	960.00	
01-4210-140	PD WAGES OVERTIME	8000.00	20263.81	15000.00	20881.36	
01-4210-141	PD GRANT OVERTIME	7741.00	1384.03	1.00		
01-4210-150	PD HOLIDAY PAY	11376.00	7500.24	11589.00	366.40	
01-4210-190	PD WAGES CALL PAY	7300.00	6316.75	8736.00	6020.25	
01-4210-210	PD HEALTH INSURANCE	64724.00	24580.81	30846.00	24219.92	
01-4210-211	PD DENTAL INSURANCE	7355.00	5118.24	5745.00	3703.20	
01-4210-215	PD PD LIFE STD/LTD INSURANCE	2431.00	1393.66	2310.00	1399.88	
01-4210-220	PD FICA	3354.00	3295.16	3621.00	2282.86	
01-4210-225	PD MEDICARE	5236.00	3878.74	5411.00	3518.41	
01-4210-230	PD RETIREMENT POLICE	93875.00	66946.88	94816.00	56088.08	
01-4210-270	PD TRAINING	2000.00	1744.99	5000.00	250.00	7,500
01-4210-290	PD PRE EMPLOYMENT SERVICES	200.00	4005.40	1910.00	1270.00	1,000
01-4210-341	PD TELEPHONE	5550.00	4470.21	6900.00	2729.02	4,500
01-4210-355	PD PHOTO LAB INVESTIGATION	500.00	539.70	500.00	245.75	500
01-4210-370	PD COMPUTER EXPENSES	9120.00	9120.00	13515.00	9405.29	
01-4210-390	PD PROF PROSECUTING SERV	9500.00	9500.00	9500.00	2375.00	9,500
01-4210-410	PD ELECTRICITY SAFETY BUILDING	2750.00	2045.45	2750.00	1371.06	2,750
01-4210-411	PD HEAT	1750.00	1786.14	2000.00	1390.87	2,500
01-4210-430	PD COMMUNICATIONS REP & MAINT	1300.00	768.75	1300.00	370.00	1,300
01-4210-440	PD LEASE/RENTAL CONTRACTS	7450.00	7088.89	7950.00	7478.71	9,000
01-4210-560	PD DUES & SUBSCRIPTIONS	500.00	580.99	600.00	408.00	600
01-4210-620	PD OFFICE SUPPLIES	2250.00	1679.24	2250.00	1303.28	2,250
01-4210-625	PD POSTAGE	450.00	224.73	450.00	175.00	450
01-4210-630	PD SAFETY BLDG REP & MAINT	1500.00	1685.25	1500.00	328.11	1,500
01-4210-635	PD GASOLINE	14000.00	7979.58	14000.00	2777.57	14,000
01-4210-637	PD MILEAGE	500.00	481.84	500.00	61.58	500
01-4210-640	PD CUSTODIAL & HOUSEKEEPING	2650.00	2063.58	2650.00	1778.63	2,650

BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

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Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
01-4210-650	PD GROUNDSKEEPING	2000.00	1293.50	1.00	600.00	<u>1.00</u>
01-4210-660	PD VEHICLE REPAIRS	10000.00	24988.29	10000.00	1995.05	<u>10,000</u>
01-4210-680	PD UNIFORMS	5000.00	6830.40	5000.00	2443.45	<u>5,000</u>
01-4210-681	PD EQUIPMENT	3000.00	1883.51	5000.00	40.48	<u>5,000</u>
01-4210-800	PD OTHER PROGRAMS	7782.00	967.40	2500.00	713.96	<u>8,500</u>
TOTAL POLICE DEPARTMENT		627850.00	463072.11	611663.00	370724.95	

BUDGET WORKSHEET - EXPENDITURES

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Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
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HEALTH & AGENCIES

ANIMAL CONTROL

01-4414-800	AC ANIMAL CONTROL	500.00	61.01	500.00		#1,280.
	TOTAL ANIMAL CONTROL	500.00	61.01	500.00		

2021 Budget Line Breakdown

Due: 09/18/2020

01-4210-270 – PD Training - Requesting \$7,500 – This is to pay for trainings officers will need throughout the year. This will be used to pay for training/travel. (FBI LEEDA, Roger Williams Command College, IPTM, conferences, etc.)

01-4210-290 – Pre-Employment Services – Requesting \$1000 - Psychological tests, and drug testing for new employees. (Currently doing backgrounds in house, and polygraphs with a local PD or BCSO for Free.

01-4210-341 – Telephone – Requesting \$4500 – This line covers PD telephones \$190 per month (\$2280). Department Cell phones \$185 per month. (\$2220.)

01-4210-355 – Photo Lab Investigation – Requesting \$500 – This pays for blood work from DWI arrests. This will also cover transcriptions for cases. This will also cover any photography items we might need.

01-4210-370 – Computer Expenses – CCS said that this information was in a single Town price?

01-4210-390 – Prosecutor Services – Requesting \$9,500. This is to pay the Belmont prosecutor as a stipend for handling all of the Gilmanton PD adult/juvenile criminal proceedings. (Barnstead pays \$24,000, Alton Pays \$48,000 in 2016).

01-4210-410 – Electricity – Requesting \$2,750. This is to pay for ½ of the electricity at the public safety building. The fire department will pay for the other ½.

01-4210-411 – Heat – Requesting \$2,500. This is to pay for ½ of the heat at the public safety building. The fire department will pay for the other ½.

01-4210-430 – Communications Repair and Maint – Requesting \$1,300. This is to fix and maintain Department radios (cars, building, portables). This is also used to repair, and certify radar units throughout the year.

01-4210-440 – Lease and Rental Contracts – Requesting \$9,000 This covers the copy machine rental at \$150-\$250 per month rental and copies. \$5,600 (estimate) for IMC records management. Metrocast \$16 per month. Guardian Tracking \$840.

01-4210-560 – Dues and Subscriptions – Requesting \$600. This is to pay for dues to Chiefs \$175 and NHLEAP \$125 (NH LE Admin Professionals). This is for membership and trainings. Also use this line for new RSA books.

01-4210-620 – Office Supplies – Requesting \$2,250. This is to buy copy paper, pens, folders, binders.

01-4210-625 – Postage – Requesting \$450. This is used to pay the box rental at the Post Office, stamps, and certified mails.

01-4210-630 – Safety Building Repair and Maintenance- Requesting \$1,500. Anything building related.

01-4210-635 – Gasoline – Requesting \$14,000. This covers gas for cruisers.

01-4210-637 – Mileage – Requesting \$500. This pays the national average rate for any travel for work in a POV.

01-4210-640 – Custodial & House Keeping – Requesting \$2,650. This pays the house keeper \$40 per week. $40 \times 52 = \$2,080$. We also buy water jugs @ \$2.18 per bottle. This line also is used to purchase toilet paper, paper towels, etc.

01-4210-650 – Grounds Keeping – ??? Town took this over as a single contract?

01-4210-660 – Vehicle Repairs – Requesting \$10,000. This is used to fix any issues with the cruisers. Tires, oil changes, etc.

01-4210-680 – Uniforms - Requesting \$5,000. This is used to buy uniforms, vests, boots, etc.

01-4210-681 – Equipment – Requesting \$5,000. This is used to buy new gear, guns, tasers, ammo, anything needed.

01-4210-800 – Other Programs – Requesting \$2,000. This is used for DARE, Happy Cow, Free give away items for the children.

**EAST COAST RENT-A-
FENCE OF NEW
ENGLAND, LLC**

Po Box 458
GILMANTON, NH 03237
EastCoastRentAFence@Ya
hoo.com



East Coast Rent-A-Fence
Protecting people and property

Estimate

ADDRESS

Casey Brennan
TOWN OF GILMANTON
Brennan

SHIP TO

Casey Brennan
TOWN OF GILMANTON
Public Safety Building

ESTIMATE # 5047

DATE 06/22/2020

PROJECT

Gilmanton, NH 2020

DATE	ACTIVITY	QTY	RATE	AMOUNT
	6BOL	2	640.00	1,280.00T
	Dog Kennel 10'W X 6'L X 6'H installed			

SUBTOTAL	1,280.00
TAX (0)	0.00
TOTAL	\$1,280.00

Accepted By

Accepted Date

Thank you for your Business!

09/01/20 14:20

Town of Gilmanton

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BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = 01-###-###

Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
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HIGHWAY ADMINISTRATION & STREETS

HIGHWAY ADMINISTRATION

01-4311-110	HA SALARY AGENT	65499.00	65499.20	68327.00	46192.32	
01-4311-112	HA WAGES FOREMAN	41766.00	42386.96	44570.00	6626.40	
01-4311-114	HA WAGES EQUIP OP #1	39021.00	11713.85	39517.00	25533.16	
01-4311-115	HA WAGES EQUIP OP #2	35693.00	38197.40	37030.00	26680.05	
01-4311-116	HA WAGES EQUIP OP #3			27888.00		
01-4311-117	HA WAGES LABOR/GROUNDS MAINT			26560.00		
01-4311-120	HA WAGES PART TIME	6000.00	659.49	6000.00		6,000.00
01-4311-140	HA WAGES OVERTIME	25000.00	21012.70	22475.00	8929.45	25,000.00
01-4311-210	HA HEALTH INSURANCE	51183.00	33024.89	91478.00	38679.40	
01-4311-211	HA DENTAL INSURANCE	2649.00	1764.22	3737.00	2156.05	
01-4311-215	HA LIFE STD/LTD INSURANCE	1476.00	984.79	1728.00	762.47	
01-4311-220	HA FICA	13205.00	10558.21	16887.00	6475.97	
01-4311-225	HA MEDICARE	3088.00	2469.44	3949.00	1514.45	
01-4311-230	HA RETIREMENT GROUP I	23347.00	19777.35	29753.00	12217.41	
01-4311-270	HA TRAINING	750.00	175.00	1000.00		750.00
01-4311-341	HA TELEPHONE	2000.00	2029.84	2000.00	1252.68	2,000.00
01-4311-370	HA COMPUTER EXPENSES	2595.00	2595.00	4940.00	3426.00	
01-4311-390	HA PERMIT COST	2500.00		2500.00		2,500.00
01-4311-410	HA ELECTRICITY	6000.00	5092.79	6000.00	3094.42	6,000.00
01-4311-430	HA REP & MAINT BUILDING	5350.00	3546.71	5350.00	1722.00	5,350.00
01-4311-431	HA REPAIR & MAINT RADIOS	2500.00	900.82	2000.00		2,500.00
01-4311-560	HA DUES & SUBSCRIPTIONS	1.00		1.00		1.00
01-4311-610	HA SUPPLIES TOOLS & EQUIPMENT	5700.00	4784.90	5700.00	2480.75	5,700.00
01-4311-620	HA OFFICE SUPPLIES	200.00	669.94	200.00	9.47	200.00
01-4311-635	HA GASOLINE	6000.00	3944.13	6000.00	2814.62	6,000.00
01-4311-636	HA DIESEL FUEL	23000.00	18574.87	23000.00	5850.74	23,000.00
01-4311-640	HA CUSTODIAL & HOUSEKEEPING	500.00	199.14	500.00	164.55	500.00
01-4311-661	HA REP & MAINT GRADER	15000.00	5209.66	15000.00	457.82	15,000.00
01-4311-662	HA REP & MAINT BACKHOE	2500.00	2170.45	2500.00	1348.00	2,500.00
01-4311-663	HA REP & MAINT 1TN DUMP	3500.00	6419.30	4000.00	1669.43	3,500.00
01-4311-664	HA REP & MAINT LOADER	6000.00	4727.54	6000.00	880.06	6,000.00
01-4311-665	HA REP & MAINT SANDERS	6500.00	5124.41	6500.00	1196.94	6,500.00
01-4311-666	HA REP & MAINT PLOWS	5350.00	10447.73	6000.00	4078.26	5,350.00
01-4311-667	HA REP & MAINT 07 CHEVY	2500.00	1403.16	2500.00	503.32	2,500.00
01-4311-669	HA REP & MAINT 06WHL DUMP	5500.00	7788.82	6000.00	3490.58	5,500.00
01-4311-680	HA UNIFORMS	1000.00	547.55	1500.00	486.00	1,000.00

2,795

BUDGET WORKSHEET - EXPENDITURES

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Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
01-4311-690	HA OTHER MISCELLANEOUS	3500.00	4214.28	3500.00	1037.74	3500.00
TOTAL HIGHWAY ADMINISTRATION		416373.00	338614.54	532590.00	211730.51	

↓
 112,691
 109,796
 Δ = -\$2,895

B U D G E T W O R K S H E E T - E X P E N D I T U R E S

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = 01-###-###

Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
HIGHWAYS & STREETS						
01-4312-390	HS OTHER HIRED SERVICES	6000.00	5640.00	6000.00	535.00	<u>6,000.00</u>
01-4312-392	HS PROF HIRED SERV PLOWING	130000.00	212668.50	150000.00	94797.50	<u>150,000.00</u>
01-4312-393	HS PROF SERV HIRED LOUDON PLOW	2750.00	2750.00	7500.00	7500.00	<u>7,500.00</u>
01-4312-440	HS RENTAL & LEASE EQUIPMENT	500.00	94.60	500.00		<u>500.00</u>
01-4312-650	HS ROADSIDE MOWING	10000.00	19610.00	20000.00	20050.00	<u>20,000.00</u>
01-4312-670	HS SUPPLIES CULVERTS	10000.00	6463.05	10000.00	2378.80	<u>10,000.00</u>
01-4312-691	HS SUPPLIES - COLD PATCH	1500.00	2698.79	1500.00	1226.26	<u>1,500.00</u>
01-4312-693	HS SUPPLIES GRAVEL & STONE	24113.00	28227.13	30000.00	20260.94	<u>30,000.00</u>
01-4312-694	HS SAND	65000.00	49157.93	70000.00	34820.15	<u>70,000.00</u>
01-4312-695	HS SALT	70000.00	78709.41	75000.00	46654.55	<u>75,000.00</u>
01-4312-696	HS PAVING MATERIALS	50400.00	1545.50	50400.00	932.25	<u>50,400.00</u>
01-4312-699	HS SUPPLIES - SIGNS	2000.00	1172.00	2000.00	303.00	<u>2,000.00</u>
TOTAL HIGHWAYS & STREETS		372263.00	408736.91	422900.00	229458.45	<u>422,900.00</u>

No change

BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = 01-###-###

Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
STREET LIGHTING						
01-4316-410	SL STREET LIGHTING	4500.00	4370.00	4500.00	2914.27	4500.00
	TOTAL STREET LIGHTING	4500.00	4370.00	4500.00	2914.27	

No change

BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = 01-###-###

Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
ROAD BETTERMENT	HBG					
01-4319-730	RB CO HIGHWAY BLOCK GRANT	157049.00	157049.00	159447.00	127694.05	159447.00
01-4319-731	RB CO ROAD IMPROVEMENTS	120000.00	119999.28	120000.00		120,000.00
TOTAL	ROAD BETTERMENT HBG	277049.00	277048.28	279447.00	127694.05	

CIP 70,000.00 towards Highway Equipment

ATTACHMENT 5

09/01/20 14:20

Town of Gilmanton

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BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = 01-###-###

Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
GENERAL ASSIST SERVICES						
01-4441-110	GA WAGES DIRECTOR	6000.00	6607.08	6430.00	5344.18	XXXXXX
01-4441-220	GA FICA	372.00	400.72	399.00	324.45	XXXXXX
01-4441-225	GA MEDICARE	87.00	93.75	93.00	75.88	XXXXXX
01-4441-270	GA TRAINING					
01-4441-560	GA DUES & SUBSCRIPTIONS	50.00				
01-4441-800	GA GENERAL ASSIST PAYMENTS			10000.00	19600.48	
TOTAL GENERAL ASSIST SERVICES		6509.00	7101.55	16922.00	25344.99	

** Add 2 more
hr per week*

*New line
Back up person - 80 hrs. per year - Add a line
2 weeks.
800 - \$20,000 on average has been used each yr. 2019 + 2020
Prior to that the intake process & processing in general was faulty
CL - Should be replenished by \$10,000; give the amount in that fund a 1 yr. budget for wellness*

09/01/20 14:20

Town of Gilmanton

Page 000001

BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = 01-###-###

Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
GENERAL OPERATING BUDGET						
GENERAL GOVERNMENT						
EXECUTIVE OFFICE						
01-4130-110	EXE SALARY ADMINISTRATION	70000.00	69999.80	75498.00	50704.50	NLW T. A.
01-4130-115	EXE ASSISTANT TOWN ADMINISTRAT	45100.00	46726.45	47577.00	31996.35	
01-4130-116	EXEC CLERICAL/REASEACHER	10400.00	9016.81	13693.00	9294.49	
01-4130-130	EXE SALARY SELECTMEN	10964.00	10963.44	10964.00	7465.28	
01-4130-210	EXE HEALTH INSURANCE	19582.00	17322.23	20846.00	13759.47	
01-4130-211	EXE DENTAL INSURANCE	1210.00	1079.43	827.00	780.92	
01-4130-215	EXE LIFE STD/LTD INSURANCE	885.00	704.85	862.00	561.89	
01-4130-220	EXE FICA	8461.00	8140.52	9159.00	8145.38	
01-4130-225	EXE MEDICARE	1979.00	1903.69	2142.00	1922.66	
01-4130-230	EXE RETIREMENT GROUP I	12983.00	13644.34	13748.00	9377.98	
01-4130-270	EXE TRAINING	4000.00	3270.00	3000.00		3,000
01-4130-271	EXE APPRECIATION	300.00	247.26	300.00		300
01-4130-341	EXE TELEPHONE	3300.00	3232.84	3300.00	2010.72	3,400
01-4130-343	EXE ADVERTISING & NOTICES	1500.00	666.55	1500.00	221.00	1,000
01-4130-370	EXE COMPUTER EXPENSES	15350.00	15484.90	16089.00	11294.71	16,130
01-4130-391	EXE PROFESSIONAL SERVICES			3000.00		
01-4130-429	EXE TOWN WEBSITE	2500.00	2687.40	1750.00	1857.40	1,900
01-4130-440	EXE COPIER LEASE	4500.00	4198.21	4000.00	2598.62	4,000
01-4130-441	EXE POSTAGE MACHINE LEASE/RENT	2000.00	1909.08	2000.00	954.54	2,000
01-4130-550	EXE PRINTING	3500.00	2344.84	3000.00	2432.38	2,800
01-4130-560	EXE DUES & SUBSCRIPTIONS	4000.00	3643.00	3562.00	3662.00	3,662
01-4130-620	EXE OFFICE SUPPLIES	2000.00	1880.70	2000.00	1483.14	2,000
01-4130-637	EXE MILEAGE	1500.00	229.54	1000.00	95.17	1,000
01-4130-690	EXE OTHER MISCELLANEOUS	400.00	120.10	400.00	1122.69	1,400
01-4130-750	EXE CO OFFICE EQUIPMENT	1000.00	492.50	1400.00		500
TOTAL EXECUTIVE OFFICE		227414.00	219908.48	241617.00	161741.29	

EXECUTIVE BUDGET – 4130

- Line 110 – TA Salary: considering a new T.A. in 2021, potential change in compensation
- Line 220 & 225: FICA and Medicare related to S. Fogg settlement charged to these lines in 2020 (\$1,150.62 and 269.10), which explains actual expenses above budget
- 270 – Training: new T.A. may require some training. Low actual expenses because ATA training cost was encumbered.
- 271 – Appreciation: will cover employee's appreciation and Flags' replacement
- 341 – Telephone: covers all Selectmen's office, common areas in Academy building, TA cell phone and internet connection for Academy building. Includes 3% Atlantic Broadband increase
- 343 – Advertising & Notices: Selectmen's Office public notifications for Hearings, job postings
- 370 – Computer expenses: CCS contract (\$12,415 annual maintenance, \$1,470 server cost/year, \$2,045 ATA workstation replacement, \$200 TA+ATA Splashtop accounts
- 391 – Prof. services: 2020 budget for \$3,000 was for MRI post-Assessment of PD OIP. Assumption is this post-assessment will not occur. \$1 budgeted in the event this line needs to be used in 2021 for other prof. services
- 429 – Town website: 5% increase in CivicPlus contract for 3rd year brings budget to \$1,838 (\$107.40 was a one-time expense in 2020, not to be included in 2021).
- 440-441 Copier postage machine leases: no change
- 550 – printing: Town report (\$1,800 on 250-unit basis instead of 350 in 2019), color copies premium cost, Transfer Station stickers
- 560 – dues & subscriptions: NHMA membership (assumes same fee in 2021 at \$3,562), \$100 Municipal Association (aka Listserv)
- 620 – Office supplies: mainly copy paper and other Staples supplies for Selectmen's Office. No change
- 637 – Mileage: current TA never charged mileage. New TA may!
- 690 – Miscellaneous: teleconferencing equipment in auditorium was charged to this line in 2020. Not recurring expense in 2021. Back to \$400 budget
- 750 – Office equipment: purchased 2 file cabinets in Sept. 2020. Not recurring expense. Budget down to \$500 in 2021 to cover minor

Excluding lines 110 through 230, recommend budget for 2021 is \$42,093 versus \$47,301 (-\$5,208), -11%

B U D G E T W O R K S H E E T - E X P E N D I T U R E S

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = 01-####-###

Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
FINANCIAL ADMINISTRATION						
01-4150-110	FA WAGES FINANCE & HR ADMINIST	47580.00	49277.38	50205.00	32373.92	
01-4150-114	FA WAGES BUDGET SECRETARY	3021.00	1635.00	3021.00	780.00	
01-4150-115	FA SALARY TREASURER	6003.00	6002.76	6003.00	4001.84	
01-4150-116	FA SALARY DEPUTY TREASURER	500.00	500.04	500.00	333.36	
01-4150-117	FA WAGES TRUST FUNDS CLERK	250.00	250.53	250.00	129.65	
01-4150-118	FA SALARY TRUST FUNDS BOOKKEEP	7000.00	6738.24	7000.00	4492.16	
01-4150-220	FA FICA	3990.00	3991.96	4153.00	2610.24	
01-4150-225	FA MEDICARE	933.00	933.58	971.00	610.45	
01-4150-270	FA TRAINING	350.00	90.00	350.00		200
01-4150-301	FA ANNUAL AUDITING	10500.00	10500.00	12500.00	11500.00	13,500
01-4150-370	FA COMPUTER EXPENSES	3550.00	3649.15	3700.00		3,774
01-4150-560	FA DUES & SUBSCRIPTIONS	50.00		50.00		50
01-4150-620	FA OFFICE SUPPLIES	3000.00	2104.16	3000.00	686.53	3,000
01-4150-625	FA POSTAGE	13500.00	12277.78	13500.00	6122.87	11,100
01-4150-637	FA MILEAGE	50.00	48.72	50.00		50
01-4150-690	FA OTHER MISC EXPENSE	50.00		50.00		50
01-4150-691	FA BUDGET COMM EXPENSE	625.00	458.43	750.00	371.31	500
01-4150-692	FA TRUSTEE'S EXPENSES	400.00	349.79	400.00	126.50	400
TOTAL FINANCIAL ADMINISTRATION		101352.00	98807.52	106453.00	64138.83	

FINANCIAL ADMINISTRATION – 4150

- 270 – Training: limited training needs (typically 2 NHMA workshops/year)
- 301 – Annual Auditing: Melanson Heath contract (only includes annual audit, no single audit expected in 2021)
- 370 – Computer expenses: \$ 3,674 for BMSI software, \$100 Splashtop account for Finance Officer with CCS
- 560 - dues & subscriptions: \$50 no change
- 620 – office supplies: lots of expenses occur for end-of-year forms, hence relatively low actual expenses. Same budget as 2020
- 625 – postage: tax bill postage now outsourced, hence lower budget in 2021.
- 637 – mileage: no change
- 690 – Miscellaneous: no change
- 691 – Budget Committee exp.: 2020 budget included new binders/tabs. Not recurring expense in 2021, hence lower budget
- 692 – Trustees expenses: no change

Excluding lines 110 through 225, 2021 recommended budget is \$32,624 versus \$34,350 in 2019, ie -\$1,726 (-5%)

BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = 01-###-###

Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
ASSESSING						
01-4152-110	RP WAGES ASSESSING ADMINISTRAT	28440.00	29341.05	31967.00	19005.64	
01-4152-210	RP HEALTH INSURANCE	23061.00	23060.40	24767.00	18575.28	
01-4152-211	RP DENTAL INSURANCE	1441.00	1440.60	1497.00	1122.57	
01-4152-215	RP LIFE STD/LTD INSURANCE	380.00	315.74	398.00	254.33	
01-4152-220	RP FICA	1764.00	1594.66	1982.00	973.65	
01-4152-225	RP MEDICARE	412.00	372.96	464.00	239.96	
01-4152-230	RP RETIREMENT GROUP I	3208.00	3272.40	3571.00	2054.94	
01-4152-270	RP TRAINING	550.00	12.00	550.00		595
01-4152-312	RP CONTRACT - ASSESSOR	40000.00	40950.00	45400.00	28125.00	40,000
01-4152-370	RP COMPUTER EXPENSES	5250.00	5272.95	5256.00	4656.00	8,125
01-4152-390	RP PROFESSIONAL TAX MAPPING	3450.00	3245.00	3300.00	2006.25	3,110
01-4152-560	RP DUES & SUBSCRIPTIONS	210.00	40.00	260.00	245.00	245
01-4152-620	RP OFFICE SUPPLIES	400.00	647.63	400.00	60.00	400
01-4152-637	RP MILEAGE	300.00	80.66	200.00		200
01-4152-810	RP BCRD RECORDING FEES	100.00	28.00	100.00	6.00	100
TOTAL ASSESSING		108966.00	109674.05	120112.00	77324.62	52,775

55,466

-\$2,691

-5%



**ASSESSING DEPARTMENT
SELECTMEN'S OFFICE
TOWN OF GILMANTON**

PO Box 550, Gilmanton, NH 03237
Ph: (603) 267-6700 Fax: (603) 267-6701
Website: www.gilmantonnh.org
Mon. – Fri. 9:00 a.m. – 4:30 p.m.

Assessing Budget

At this point, we are awaiting final numbers from vendors for the 2021 budget year. We should have these within the next 4-8 weeks. We are estimating a 3-5% increase over the 2020 fees on most vendors. During COVID, we implemented temporary public access to property record cards on the Avitar website. This allows the public to view and print property record cards in their entirety. I have received positive feedback from the public and would like to contract this service for 2021. We will not be utilizing George Sansoucy for utility values, so have deducted \$5,400 from the Contract Assessor line. Additionally, I currently working with CAI to review our contract. CAI will be terminating a portion of services we currently utilize (starred below under computer expenses). This call will detail alternatives and costs associated with.

01-4152-270- Training: \$595

- Price of courses has increased slightly. Continuing education is mandatory for keeping NHAEO designation.

01-4152-312- Contract Assessor: \$40,000

- Cost for George Hildum, non-reval year.

01-4152-370- Computer Expenses: \$8,125

- Query Manager desktop= \$600*
- ESRI= \$400*
- CAI online= \$825 (1/3 split with Planning & ZBA; est. +3%= \$2,475)
- CCS splashtop access for Assessor= \$100
- Avitar= \$3,550 (est. +5%)
- Avitar public access= \$2,650

01-4152-390- Professional Tax Mapping: \$3,110

- Maps= \$2,810 (est. +5%)
- GIS buildings on maps= \$300 (est. 20 buildings at \$15/each)

01-4152-560- Dues & Subscriptions: \$245

- NHAEO membership dues= \$45
- IAAO Membership dues= \$200

01-4152-620- Office Supplies: \$400

01-4152-637- Mileage: \$200

01-4152-810- BCRD recording Fees: \$100



**PLANNING BOARD
SELECTMEN'S OFFICE
TOWN OF GILMANTON**
PO Box 550, Gilmanton, NH 03237
Ph: (603) 267-6700 Fax: (603) 267-6701
Website: www.gilmantonnh.org
Mon. – Fri. 9:00 a.m. – 4:30 p.m.

Planning Budget

I do not anticipate many changes to this budget. For a better description, I have moved the CAI online fee from line 560 (dues & subscriptions) to line 370 (computer expenses). I have estimated 3% increases to vendors we have not received a quote from for 2021.

01-4191-270- Training: \$1,000

- This line was not utilized much in 2020, as most trainings were canceled due to COVID

01-4191-343- Advertising/Notices: \$2,000

- A higher volume of cases has increased the advertising line. This is reimbursed by the applicant.

01-4191-370- Computer Expenses: \$825

- CAI Technologies, est 3% increase, 1/3 split of \$2,475 with Assessing and ZBA

01-4191-390- Prof. Services Consultant: \$4,500

01-4191-391- Planning Commission: \$3,660 (est. +3%)

01-4191-550- Printing: \$200

01-4191-560- Dues/Subscriptions: \$0

01-4191-620- Office Supplies:

01-4191-637- Mileage: \$250

01-4191-670- Books/Periodicals: \$200

BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = 01-###-###

Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
PLANNING BOARD						
01-4191-115	PLB WAGES ADMINISTRATOR	21996.00	18259.96	16758.00	13977.00	13977.00
01-4191-220	PLB FICA	1364.00	991.01	1039.00	722.48	722.48
01-4191-225	PLB MEDICARE	319.00	231.76	243.00	174.70	174.70
01-4191-230	PLB RETIREMENT GROUP 1	2481.00	2039.64	1872.00	1521.38	1521.38
01-4191-270	PLB TRAINING	1200.00	490.00	1000.00		1000.00
01-4191-343	PLB ADVERTISING & NOTICES	1000.00	1266.67	1200.00	1721.95	1721.95
01-4191-370	PLB COMPUTER EXPENSES					1000.00
01-4191-390	PLB PROF SERVICES CONSULTANT	6000.00	2925.00	4200.00	1312.50	1312.50
01-4191-391	PLB LR PLANNING COMMISSION	3585.00	3501.00	3550.00	3550.00	3550.00
01-4191-550	PLB PRINTING	200.00		200.00		200.00
01-4191-560	PLB DUES & SUBSCRIPTIONS	825.00	800.00	825.00	800.00	800.00
01-4191-620	PLB OFFICE SUPPLIES	500.00	178.49	500.00	208.28	208.28
01-4191-637	PLB MILEAGE	250.00		250.00		250.00
01-4191-670	PLB BOOKS & PERIODICALS	200.00	5.00	200.00	107.25	107.25
TOTAL PLANNING BOARD		39920.00	30688.53	31837.00	24095.54	24095.54

11,925

+ \$710

COVID
NO Trainings
1,000 -
2,000
825 (1/3 split w/ est 3%+)
4,200
3,600 (est 3% increase)

BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

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Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
ZONING BOARD						
01-4192-115	ZBA WAGE ADMINISTRATOR	9936.00	8699.02	10228.00	4885.16	
01-4192-220	ZBA FICA	616.00	539.32	634.00	302.90	
01-4192-225	ZBA MEDICARE	144.00	126.17	148.00	70.85	
01-4192-270	ZBA TRAINING	360.00	238.00	300.00		300 1
01-4192-343	ZBA ADVERTISING & NOTICES	550.00	632.30	650.00	395.25	650 2
01-4192-560	ZBA DUES & SUBSCRIPTIONS	900.00	800.00	900.00	868.25	900 3
01-4192-620	ZBA OFFICE SUPPLIES	150.00	102.73	150.00	38.72	150
01-4192-637	ZBA MILEAGE	100.00	48.72	100.00	5.35	100 4
01-4192-810	ZBA BCRD RECORDING FEES	375.00	315.50	375.00	170.05	350
TOTAL ZONING BOARD		13131.00	11501.76	13485.00	6736.53	

1. There was no training this year due to covid
2. By the end of the year notices will eat this much
3. A 3% Avitar increase can fit in here.
4. There will be more mileage used next year as I have time to review the sites

- \$25 vs 2020 Budget

BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

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Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
HISTORIC DISTRICT BOARD						
01-4193-115	HDC WAGES ADMINISTATOR	3865.00	2478.66	2237.00	2149.07	
01-4193-220	HDC FICA	240.00	153.69	139.00	133.24	
01-4193-225	HDC MEDICARE	56.00	35.92	32.00	31.12	
01-4193-270	HDC TRAINING	150.00	78.30	150.00		150 1
01-4193-343	HDC ADVERTISING & NOTICES	300.00	185.70	300.00	93.50	300 2
01-4193-560	HDC DUES & SUBSCRIPTIONS	60.00	50.00	60.00		60 3
01-4193-620	HDC OFFICE SUPPLIES	64.00	29.49	64.00	27.52	64
01-4193-690	HDC OTHER MISCELLANEOUS	50.00	16.55	50.00	9.75	50
TOTAL HISTORIC DISTRICT BOARD		4785.00	3028.31	3032.00	2444.20	

1. There was no training this year due to covid
2. Advertising/Notices will increase as the HDC revises the regulations

No change in 2021
budget vs 2020

BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

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Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
GOVERNMENT BUILDINGS						
01-4194-410	GG ELECTRICITY ACADEMY	9500.00	9403.15	9500.00	6327.52	<u>10,000</u>
01-4194-411	GG HEATING & OIL ACADEMY	7000.00	6861.20	8424.00	4169.24	<u>4,100</u>
01-4194-430	GG REPAIRS & MAINT ACADEMY	30000.00	30698.01	25000.00	2681.53	<u>20,000</u>
01-4194-490	GG ELEVATOR MAINT ACADEMY	2560.00	2773.86	2800.00	1526.91	<u>2,850</u>
01-4194-610	GG SUPPLIES & SERVICES BLDGS			10100.00	6521.30	<u>12,750</u>
01-4194-630	GG REPAIRS & MAINTENANCE BLDGS	6500.00	5743.34	6500.00	10599.90	<u>6,000</u>
01-4194-640	GG CUSTODIAL SERVICES ACADEMY	15000.00	12110.64	9600.00	7007.52	<u>9,600</u>
01-4194-650	GG GROUNDSKEEPING ACADEMY	2600.00	1935.96	1.00	2473.64	<u>3,400</u>
01-4194-720	GG CAP OUTLAY TOWN BUILDINGS	10000.00	10197.60			<u>0</u>
01-4194-910	GG OTH ELECTRICITY	850.00	871.23	850.00	541.83	<u>850</u>
01-4194-911	GG OTH HEATING & OIL	3000.00	2998.69	3000.00	1590.54	<u>1,700</u>
01-4194-930	GG OTH REPAIRS & MAINTENANCE	3000.00	2267.60	3000.00	558.00	<u>0</u>
01-4194-940	GG OTH CUSTODIAL SERVICES	1450.00	1249.49	1200.00	725.00	<u>1</u>
01-4194-941	GG OTH TELEPHONE	700.00	724.19	745.00	483.27	<u>840</u>
01-4194-950	GG OTH GROUNDSKEEPING	800.00	905.00	1.00	380.00	<u>500</u>
TOTAL GOVERNMENT BUILDINGS		92960.00	88739.96	80721.00	45586.20	<u>72,591</u>

$\Delta = -\$ 8,130$
 -10%

BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = 01-###-###

Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 2021BUD

Budget Year: January 2021 thru December 2021

Account Number	Account Name	2019 Budget (1)	2019 Actual (2)	2020 Budget (3)	2020 Actual (4)	2021 Dept Request (5)
BUILDING INSPECTION DEPARTMENT						
01-4240-110	BI WAGES BUILDING INSPECTOR	19781.00	15863.50	38812.00	2580.00	
01-4240-115	BI WAGES CLERK	18767.00	19850.09	19319.00	15429.59	
01-4240-210	BI HEALTH INSURANCE			9173.00		
01-4240-211	BI DENTAL INSURANCE			428.00		
01-4240-215	BI LIFE/STD/LTD INSURANCE			254.00		
01-4240-220	BI FICA	2390.00	2214.34	3604.00	1116.58	
01-4240-225	BI MEDICARE	559.00	517.88	843.00	261.15	
01-4240-230	BI RETIREMENT GROUP I			4335.00		
01-4240-270	BI TRAINING	750.00	40.00			1,500
01-4240-370	BI COMPUTER EXPENSE/SOFTWARE	6645.00	5953.04	1600.00	1600.00	SAME
01-4240-390	BI CONTRACTED INSPECTOR	1200.00	1200.00	2400.00	10603.10	1,600
01-4240-560	BI DUES & SUBSCRIPTIONS	450.00	260.00	450.00		2,400
01-4240-620	BI OFFICE SUPPLIES	950.00	545.64	500.00	139.43	450
01-4240-637	BI MILEAGE	1300.00	1324.79	1500.00	355.93	500
01-4240-670	BI BOOKS & PERIODICALS	200.00	362.50	200.00	9.75	1,500
TOTAL BUILDING INSPECTION DEPARTMENT		52992.00	48131.78	83418.00	32095.53	200

6,650

8,150

Δ = + \$1,500
for training

① Contracted inspector
in event BI's business
has projects in town