

2015 TOWN COUNCIL APPROVED BUDGET

Town of Durham

		1	2	3	4	5	6	7
		2012	2013	2014	2014	2015	2015	2015
		EXPENDED	EXPENDED	BUDGETED	EXPENDED	DEPT HEAD	TOWN ADM	TOWN COUNCIL
		As of December	As of December	As of December	THRU NOV 30	PROPOSED	PROPOSED	APPROVED
					As of November			
General Fund								
Town Council								
01-4130-101-01-020	P-T Wages - Council	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00
01-4130-101-02-310	Soc Sec - Council	868.00	868.00	868.00	868.00	868.00	868.00	868.00
01-4130-101-02-320	Medicare - Council	203.08	203.08	203.00	203.08	203.00	203.00	203.00
01-4130-101-04-020	Workers Comp - Council	14.00	15.00	15.00	16.00	17.00	17.00	17.00
01-4130-101-28-000	Professional / Staff Dev - Council	210.00	175.00	150.00	25.00	150.00	150.00	150.00
01-4130-101-29-000	Membership Dues - Council	9,183.02	9,431.68	9,500.00	10,775.42	11,000.00	11,000.00	11,000.00
	<i>Narrative for Column # 5</i>							
	New Hampshire Municipal Association							
01-4130-101-36-000	Contracted Services - Council	10,378.75	10,896.25	12,000.00	8,912.50	12,000.00	11,000.00	11,000.00
	<i>Narrative for Column # 5</i>							
	Minute Taker							
01-4130-101-88-000	Contingency - Council	61,939.37	7,750.50	100,000.00	65,000.00	100,000.00	100,000.00	100,000.00
01-4130-101-89-000	Miscellaneous - Council	2,289.00	769.25	2,000.00	460.80	2,000.00	1,000.00	1,000.00
01-4130-101-96-000	Capital - Council	0.00	0.00	50,000.00	20,000.00	0.00	0.00	0.00
Town Council Total		99,085.22	44,108.76	188,736.00	120,260.80	140,238.00	138,238.00	138,238.00

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Treasurer							
01-4130-104-01-020 P-T Wages - Treasurer	5,600.00	5,600.00	5,600.00	5,200.00	5,600.00	5,600.00	5,600.00
01-4130-104-01-920 P-T Wages - Treasurer - Accrual	0.00	0.00	0.00	-200.00	0.00	0.00	0.00
01-4130-104-02-310 Soc Sec - Treasurer	347.20	347.20	347.00	310.00	347.00	347.00	347.00
01-4130-104-02-320 Medicare - Treasurer	81.20	81.20	81.00	72.50	81.00	81.00	81.00
01-4130-104-04-010 S.U.T.A. - Treasurer	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-4130-104-04-020 Workers Comp - Treasurer	6.00	9.00	6.00	6.00	6.00	6.00	6.00
Treasurer Total	6,034.40	6,037.40	6,034.00	5,388.50	6,034.00	6,034.00	6,034.00

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Moderator							
01-4140-102-01-020 P-T Wages - Moderator	912.00	912.00	1,312.00	912.00	1,312.00	1,312.00	1,312.00
01-4140-102-02-310 Soc Sec - Moderator	56.54	56.54	81.00	56.54	81.00	81.00	81.00
01-4140-102-02-320 Medicare - Moderator	13.22	13.22	19.00	13.22	19.00	19.00	19.00
01-4140-102-04-020 Workers Comp - Moderator	1.00	1.00	0.00	1.00	0.00	0.00	0.00
01-4140-102-89-000 Miscellaneous - Moderator	5,294.94	1,522.55	3,000.00	3,067.70	2,000.00	2,000.00	2,000.00
01-4140-102-96-000 Capital - Moderator	1,626.41	1,134.34	1,700.00	1,700.00	1,700.00	1,700.00	1,700.00
<i>Narrative for Column # 5</i> Purchase of a new voting booth.							
Moderator Total	7,904.11	3,639.65	6,112.00	5,750.46	5,112.00	5,112.00	5,112.00

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Supervisors of the Checklist							
01-4140-105-01-020	P-T Wages - Supr of the Cklist	7,224.81	1,851.17	4,135.00	1,958.33	1,785.00	1,785.00
01-4140-105-01-920	P-T Wages - Supr of the Cklist - Accrued	-320.00	635.13	0.00	-635.13	0.00	0.00
01-4140-105-02-310	Soc Sec - Supr of the Cklist	428.09	154.16	256.00	82.04	111.00	111.00
01-4140-105-02-320	Medicare - Supr of the Cklist	100.11	36.04	60.00	19.18	26.00	26.00
01-4140-105-04-020	Workers Comp - Supr of the Cklist	6.00	2.00	5.00	5.00	4.00	4.00
01-4140-105-89-000	Miscellaneous - Supr of the Cklist	261.30	280.20	1,070.00	498.16	1,180.00	1,180.00
<i>Narrative for Column # 5</i>							
Includes the placement of legal ads in "Foster's Daily Democrat" per state statute, postage and election supplies such as pens, envelopes and printing.							
Supervisors of the Checklist Total		7,700.31	2,958.70	5,526.00	1,927.58	3,106.00	3,106.00

TO: Todd Selig, Town Administrator

FROM: Lorrie Pitt, Town Clerk/Tax Collector

DATE: October 22, 2014

RE: 2015 Budget

The Town Clerk/Tax Collector's budget reflects a decrease of \$2,404.00 over 2014 budget.

- Due to an increase in conference and workshops fees, Professional Development has been increased by \$200.00.
- Membership dues increased by \$75.00 for my Deputy's membership in the Town Clerk and Tax Collector Associations.
- Contracted services decreased overall by \$1000.00. Although the lease of our new copier/scanner increased this line item, switching printing companies for tax and water/sewer billings resulted in a decrease per billing.
- Office Equipment Maintenance was decreased by \$100.00 as the previous budgeted amount of \$300.00 was not totally expended.
- Insurance buy-out was decreased due to a change in employee status.
- All other increases are projections from the Business Office related to employee expenses.

My Budget reflects an overall decrease of 1.01%.

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Town Clerk								
01-4140-103-01-010	F-T Wages - Town Clerk	98,555.36	106,278.10	108,757.00	100,090.58	109,007.00	109,007.00	109,007.00
01-4140-103-01-020	P-T Wages - Town Clerk	27,331.20	27,047.65	30,607.00	26,076.13	30,607.00	30,607.00	30,607.00
01-4140-103-01-030	O-T Wages - Town Clerk	578.11	140.95	400.00	99.14	850.00	850.00	850.00
01-4140-103-01-090	Ins Buy-Out (Wages) - Town Clerk	26,489.19	25,782.90	29,717.00	23,795.77	27,541.00	27,541.00	27,541.00
01-4140-103-01-910	F-T Wages - Town Clerk - Accrual	804.73	1,014.31	0.00	-5,370.45	0.00	0.00	0.00
01-4140-103-01-920	P-T Wages - Town Clerk - Accrual	117.00	64.97	0.00	-1,178.81	0.00	0.00	0.00
01-4140-103-01-990	Ins Buy-Out (Wages) - Town Clerk - Ac	-116.65	62.32	0.00	-1,022.81	0.00	0.00	0.00
01-4140-103-02-310	Soc Sec - Town Clerk	9,532.92	9,944.28	10,592.00	8,834.31	10,416.00	10,416.00	10,416.00
01-4140-103-02-320	Medicare - Town Clerk	2,229.60	2,325.64	2,477.00	2,066.10	2,436.00	2,436.00	2,436.00
01-4140-103-02-330	Retirement - Town Clerk	8,722.23	10,596.91	12,211.00	10,238.79	12,029.00	12,029.00	12,029.00
01-4140-103-03-610	Health & Dental - Town Clerk	3,961.26	3,399.06	3,254.00	3,335.44	3,439.00	3,439.00	3,439.00
01-4140-103-03-630	Life - Town Clerk	300.00	300.00	300.00	275.00	300.00	300.00	300.00
01-4140-103-03-640	STD - Town Clerk	597.33	649.52	672.00	632.88	768.00	768.00	768.00
01-4140-103-04-010	S.U.T.A. - Town Clerk	211.00	206.00	210.00	172.80	210.00	210.00	210.00
01-4140-103-04-020	Workers Comp - Town Clerk	146.00	172.00	187.00	189.00	202.00	202.00	202.00
01-4140-103-08-000	Travel & Mileage Reimb - Town Clerk	444.57	549.17	500.00	336.00	500.00	500.00	500.00
01-4140-103-17-000	Telephone / Fax - Town Clerk	1,160.25	1,289.46	0.00	0.00	0.00	0.00	0.00
01-4140-103-25-000	Office & Computer Supplies - Town Clerk	171.47	134.68	150.00	0.00	150.00	150.00	150.00
01-4140-103-26-000	Postage - Town Clerk	5,629.01	5,711.43	6,000.00	4,696.62	6,000.00	6,000.00	6,000.00
01-4140-103-28-000	Professional / Staff Dev - Town Clerk	1,061.00	1,451.60	1,300.00	1,560.31	1,500.00	1,500.00	1,500.00
01-4140-103-29-000	Membership Dues - Town Clerk	85.00	105.00	125.00	325.00	325.00	200.00	200.00
01-4140-103-36-000	Contracted Services - Town Clerk	4,866.61	5,784.28	10,800.00	7,829.24	12,000.00	9,800.00	9,800.00

Narrative for Column # 5

Payment to Loomis Transport every month for weekly pick ups of deposits. Also includes processing fees for semi-annual tax bills and mortgagee research prior to liening properties, and merchant processing charges for use of credit cards.
Increase for leasing a copier/fax/scanner for new office.

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01-4140-103-45-000	General Supplies - Town Clerk	1,583.66	3,478.85	1,700.00	1,585.62	1,700.00	1,700.00	1,700.00
01-4140-103-53-000	Office Equip Maint - Town Clerk	0.00	202.80	300.00	0.00	300.00	200.00	200.00
01-4140-103-89-000	Miscellaneous - Town Clerk	270.43	292.60	300.00	284.71	300.00	300.00	300.00
01-4140-103-90-002	State/Registry of Deeds Fees	6,225.34	5,206.37	6,200.00	5,305.00	6,200.00	6,200.00	6,200.00
<i>Narrative for Column # 5</i>								
Lien notices, release of lien fees, dog fees collected and remitted to the State of NH.								
Town Clerk Total		200,956.62	212,190.85	226,759.00	190,156.37	226,780.00	224,355.00	224,355.00