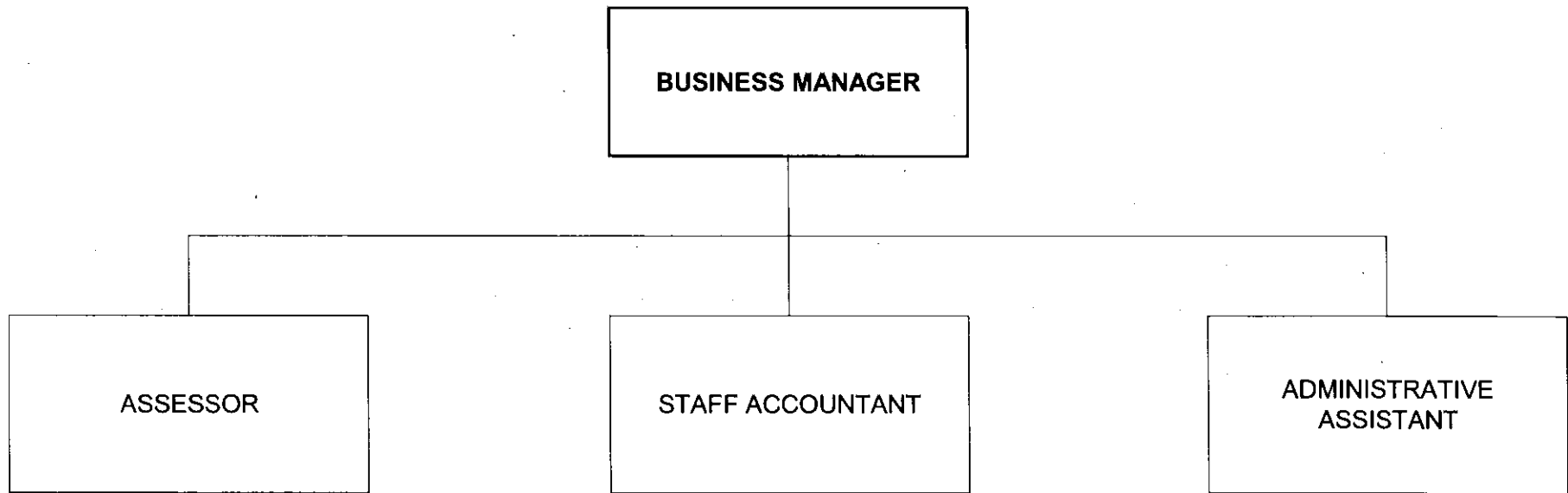


**TOWN OF DURHAM  
BUSINESS DEPARTMENT  
ORGANIZATIONAL CHART**



# 2018 Town Administrator's Proposed Budget

Town of Durham

	1	2	3	4	5	6	7
	Expended	Expended	Budgeted	Expended	Proposed	Proposal #1	Proposal #2
	2015	2016	2017	2017	Dept Head	Town Admin	Town Admin
	As of Year End	As of Year End	As of January	Thru Sept. 30th	2018	2018	2018
				As of September			
<b>Financial Administration</b>							
<b>Accounting</b>							
01-4150-301-01-010	F-T Wages - Accounting	223,986.57	231,464.34	234,000.00	172,581.94	238,400.00	238,400.00
	<i>Narrative for Column # 5</i>						
	Wages for Business Manager, Staff Accountant and Administrative Assistant.						
01-4150-301-01-020	P-T Wages - Accounting	0.00	0.00	0.00	0.00	0.00	0.00
01-4150-301-01-030	O-T Wages - Accounting	88.40	0.00	100.00	0.00	100.00	100.00
01-4150-301-01-910	Wage Accrual - Accounting	772.95	2,448.43	0.00	-5,776.80	0.00	0.00
01-4150-301-02-310	Soc Sec - Accounting	13,940.44	14,502.50	14,500.00	10,341.97	14,800.00	14,800.00
01-4150-301-02-320	Medicare - Accounting	3,260.17	3,391.62	3,400.00	2,418.71	3,500.00	3,500.00
01-4150-301-02-330	Retirement - Accounting	24,713.01	26,039.18	26,400.00	18,698.95	27,100.00	27,100.00
01-4150-301-03-610	Health & Dental - Accounting	53,720.76	55,094.61	55,800.00	44,462.24	54,300.00	54,300.00
01-4150-301-03-630	Life - Accounting	450.00	450.00	450.00	337.50	450.00	450.00
01-4150-301-03-640	STD - Accounting	1,446.25	1,578.96	1,800.00	1,349.45	1,800.00	1,800.00
01-4150-301-04-010	S.U.T.A. - Accounting	249.42	133.00	150.00	96.00	150.00	150.00
01-4150-301-04-020	Workers Comp - Accounting	285.00	367.00	350.00	318.00	400.00	400.00
01-4150-301-08-000	Travel & Mileage Reimb - Accounting	254.38	0.00	500.00	0.00	250.00	250.00
01-4150-301-18-000	Cell Phones - Accounting	0.00	605.85	750.00	403.59	750.00	750.00
01-4150-301-25-000	Office & Computer Supplies - Accounting	353.14	422.44	300.00	684.78	500.00	500.00
01-4150-301-28-000	Professional / Staff Dev - Accounting	1,510.00	224.66	1,500.00	210.00	1,000.00	1,000.00
01-4150-301-29-000	Membership Dues - Accounting	55.00	80.00	150.00	100.00	150.00	150.00
01-4150-301-36-000	Contracted services - Accounting	2,000.00	3,500.00	0.00	0.00	0.00	0.00
01-4150-301-89-000	Miscellaneous - Accounting	0.00	95.00	150.00	0.00	150.00	150.00
01-4150-301-96-000	Capital - Accounting	0.00	0.00	500.00	296.55	500.00	500.00
<b>Accounting Total</b>		<b>327,085.49</b>	<b>340,397.59</b>	<b>340,800.00</b>	<b>246,522.88</b>	<b>344,300.00</b>	<b>344,300.00</b>

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Town of Durham

	1	2	3	4	5	6	7
	Expended	Expended	Budgeted	Expended	Proposed	Proposal #1	Proposal #2
	2015	2016	2017	2017	Dept Head	Town Admin	Town Admin
	As of Year End	As of Year End	As of January	Thru Sept. 30th	2018	2018	2018
				As of September			
<b>Direct Assistance</b>							
<b>Direct Assistance</b>							
<b>01-4442-306-00-000</b> Welfare - Direct Assistance	33,153.04	29,373.69	23,000.00	14,612.54	23,000.00	23,000.00	23,000.00
<b>Direct Assistance Total</b>	<b>33,153.04</b>	<b>29,373.69</b>	<b>23,000.00</b>	<b>14,612.54</b>	<b>23,000.00</b>	<b>23,000.00</b>	<b>23,000.00</b>

# 2018 Town Administrator's Proposed Budget

Town of Durham

		1	2	3	4	5	6	7
		Expended	Expended	Budgeted	Expended	Proposed	Proposal #1	Proposal #2
		2015	2016	2017	2017	Dept Head	Town Admin	Town Admin
		As of Year End	As of Year End	As of January	Thru Sept. 30th	2018	2018	2018
					As of September			
<b>Revaluation of Property</b>								
<b>Assessing</b>								
01-4152-302-01-010	F-T Wages - Assessing	101,631.67	103,442.42	106,200.00	77,033.82	108,700.00	108,700.00	108,700.00
01-4152-302-01-020	P-T Wages - Assessing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-4152-302-01-030	O-T Wages - Assessing	392.22	173.63	0.00	269.02	0.00	0.00	0.00
01-4152-302-01-910	Wage Accrual - Assessing	137.50	727.35	0.00	-2,007.99	0.00	0.00	0.00
01-4152-302-01-920	P-T Wages - Assessing - Accrual	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-4152-302-02-310	Soc Sec - Assessing	6,334.05	6,469.37	6,600.00	4,668.34	6,700.00	6,700.00	6,700.00
01-4152-302-02-320	Medicare - Assessing	1,481.26	1,513.05	1,500.00	1,091.71	1,600.00	1,600.00	1,600.00
01-4152-302-02-330	Retirement - Assessing	11,228.86	11,647.49	12,000.00	8,453.83	12,400.00	12,400.00	12,400.00
01-4152-302-03-610	Health & Dental - Assessing	24,032.28	23,388.48	24,000.00	19,425.20	25,300.00	25,300.00	25,300.00
01-4152-302-03-630	Life - Assessing	198.00	198.00	200.00	148.50	200.00	200.00	200.00
01-4152-302-03-640	STD - Assessing	663.94	739.88	800.00	608.54	800.00	800.00	800.00
01-4152-302-04-010	S.U.T.A. - Assessing	78.40	59.00	60.00	32.00	60.00	60.00	60.00
01-4152-302-04-020	Workers Comp - Assessing	2,462.00	2,860.00	2,700.00	2,583.00	3,000.00	3,000.00	3,000.00
01-4152-302-08-000	Travel & Mileage Reimb - Assessing	14.95	0.00	1,000.00	35.85	3,300.00	3,300.00	3,300.00
	<i>Narrative for Column # 5</i>							
	Attendance at Northeast Regional and IAAO Conferences.							
01-4152-302-17-000	Telephone / Fax - Assessing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-4152-302-18-000	Cell Phones - Assessing	0.00	770.04	750.00	712.93	750.00	750.00	750.00
01-4152-302-25-000	Office & Computer Supplies - Assessin	946.21	2,341.38	600.00	535.06	600.00	600.00	600.00
01-4152-302-26-000	Postage - Assessing	266.41	427.35	500.00	274.13	1,000.00	1,000.00	1,000.00
	<i>Narrative for Column # 5</i>							
	Additional funds added for mailings associated with statistical update.							
01-4152-302-28-000	Professional / Staff Dev - Assessing	1,684.93	1,573.50	1,700.00	1,797.87	2,500.00	2,500.00	2,500.00
	<i>Narrative for Column # 5</i>							
	Vision training and continuing education classes for Assessor and Administrative Assistant.							

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				As of September			
<b>01-4152-302-29-000</b> Membership Dues - Assessing	801.00	1,067.00	1,280.00	1,807.51	1,000.00	1,000.00	1,000.00
<i>Narrative for Column # 5</i>							
NHA AO Annual Dues (Town), NHA AO Annual Dues (Assessor), NHA AO Recertification Fee, NRAAO Annual Dues, IAAO Annual Dues, NNREN Annual Dues (Jim & Karen)							
<b>01-4152-302-30-000</b> Books & Pubs - Assessing	713.20	1,655.66	1,000.00	1,918.77	1,000.00	1,000.00	1,000.00
<i>Narrative for Column # 5</i>							
\$ 650 Marshall & Swift Commercial Manual Updates							
\$ 350 Marshall & Swift Residential Manual Updates							
<b>01-4152-302-35-000</b> Work study (non payroll wages) - Asses	672.77	226.57	1,500.00	0.00	1,500.00	1,500.00	1,500.00
<b>01-4152-302-36-000</b> Contracted Services - Assessing	28,214.77	22,484.14	22,900.00	21,872.50	18,700.00	18,700.00	18,700.00
<i>Narrative for Column # 5</i>							
\$17,200 Utility Valuation Service Agreement with George Sansoucy, PE, LLC							
\$ 1,500 Temporary help to cover Administrative Assistant's absence							
<b>01-4152-302-39-000</b> Consultants - Assessing	12,557.47	7,760.75	15,000.00	2,792.74	15,000.00	15,000.00	15,000.00
<i>Narrative for Column # 5</i>							
\$ 5,000 Commercial/ Industrial Abatements/ BTLA & Superior Court appeals							
\$10,000 Utility Superior Court Appeals with George Sansoucy re: Fairpoint, PSNH & Unitil							
<b>01-4152-302-53-000</b> Office Equip Maint - Assessing	697.01	873.82	1,000.00	765.80	1,000.00	1,000.00	1,000.00
<b>01-4152-302-54-000</b> Vehicle Maint - Assessing	45.34	79.65	500.00	392.25	500.00	500.00	500.00
<b>01-4152-302-96-000</b> Capital - Assessing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Assessing Total</b>	<b>195,254.24</b>	<b>190,478.53</b>	<b>201,790.00</b>	<b>145,211.38</b>	<b>205,610.00</b>	<b>205,610.00</b>	<b>205,610.00</b>