

BOARD OF SELECTMEN MEETING
Minutes of May 4, 2020

CALL TO ORDER: Chairman Ross McLeod called the meeting to order at 7:00 pm. Selectmen Roger Hohenberger and Bruce Breton were present in the meeting room; with Mr. McLeod, Selectmen Heath Partington and Jennifer Simmons, Town Administrator David Sullivan, Finance Director Daniel Popovici-Muller, Fire Chief Tom McPherson, and Parks and Recreation Director Cheryl Haas in attendance via Zoom Conference.

Mr. McLeod opened with the Pledge of Allegiance, then read a statement relative to the Governor's Executive Order 2020-04 #12, which authorizes the Board of Selectmen to meet electronically provided public access is available via telephone or electronic means. He read the access phone number, text message number, and email address available for use by the public.

Mr. McLeod then conducted a roll call of all participants to ensure they were conferencing in alone.

ANNOUNCEMENTS: Mrs. Simmons extended early birthday wishes to Mr. Breton; which were echoed by others.

FINANCE DIRECTOR: *Q1 Update* - Mr. Popovici-Muller reviewed his financial update for the first quarter as attached. Of note, were Mr. Popovici-Muller advising that there has been a reduction in motor vehicle and Community Development/Planning Board revenues to date, which may be due to the shut down. He also indicated that, while expenditures are currently as expected, vehicle fuel expenses are up likely due to increased patrols. Mr. Popovici-Muller then noted, that as to revenue, there are concerns regarding same, both due to reduced local revenue and impacts to the Meals & Rooms tax; adding he will be tracking those very closely in hopes of having better projections by the end of Q2.

Mr. Breton expressed concern with the Meals & Room tax revenue shortage; noting that May is normally a big month and there will be no Mother's Day or graduations. He also noted there is nothing going on as far as building, and that revenues are down 50% over this time last year. Mr. Breton felt the Board should be proactive and get ahead of the curve, rather than waiting until the second quarter; adding the Board should look at what can be done to tighten our belts. Mr. Popovici-Muller agreed that action now would be a good idea, but clarified he was unable to provide an estimate as to how good or bad the situation will be until he has more data; noting the shutdown had only started mid-March. Discussion ensued regarding the Meals & Rooms tax, with Mr. Breton suggesting Mr. Popovici-Muller look at what the State has collected thus far this year versus last year.

Mr. Hohenberger inquired when the bond payment was due for the Conservation land purchase; noting their fund has not yet been touched for disbursement. Mr. Popovici-Muller noted the next payment is due in August, and Mr. Hohenberger requested a letter be sent to the Commission requesting the funds. Discussion ensued, and Mr. Popovici-Muller advised he could do so for August.

Mr. Breton sought clarification as to current use fund projections, and a discussion ensued in which it was clarified there are ample funds to cover the payment for a couple of years regardless.

Mr. Partington expressed concurrence with Mr. Breton's earlier comments regarding being proactive; noting the Planning Board has no applications pending for May and activity has died down to just about nothing. Mrs. Simmons also concurred that the Board needs to stay on top of potential revenue loss.

PARKS & RECREATION DIRECTOR: Mr. McLeod noted the Board has been receiving calls and concerns regarding use of Town facilities. Mr. Breton then called for a point of order noting the Board had passed over an agenda item with the Finance Director.

FINANCE DIRECTOR: *Investment Policy* – Mr. McLeod noted that the policy has been provided to the Board for review, and Mr. Popovici-Muller clarified there are no recommended changes to same. He noted staff feels the Policy continues to work fine, but it is good practice for the Board to review and affirm same annually.

After brief discussion, Mr. Hohenberger moved and Mr. Breton seconded to reaffirm the Investment Policy as written. Roll call vote – all “yes”.

PARKS & RECREATION DIRECTOR: Cheryl Haas advised she has spoken with the Fire Chief and Mr. Sullivan regarding the status of town facilities and noted that:

- The basketball courts are still closed and the intent is that they remain that way through May.
- Town fields are currently closed because they are not ready for opening, but the intent is to open them for general, not league, use when ready. Discussion ensued regarding soccer season; and it was noted NH Soccer association would not be sanctioning anything prior to June 1 either way.
- As the fields are closed, quotes are being solicited to oversee the rear field at Griffin Park.
- There currently are porta-potties available at Griffin Park (1) and the Depot (2); and signs will be placed at same regarding the cleaning schedule. Once the fields are open, additional units will be placed.
- The Town Beach has been closed since April, and remains so with the exception of boat launches/fishing keys. Ms. Haas advised she will continue to assess the situation this month and develop a plan for paddle boarders/kayakers; adding that she is also working on a plan to open the Beach with the assumption only limited people will be allowed. There was brief discussion regarding a number of vehicles at the beach over the weekend, and Ms. Haas noted the gate is locked and there are some who park there and then go running; adding the CPIA was also launching boats over the weekend.
- There are no recreation classes going on, as all have been cancelled for May; also the Town Hall has been closed to functions/use by local organizations.
- Memorial Day has been cancelled, but Ms. Haas is working with cable, the Legion, and the Cemetery Trustees to put together a video.
- Town Day and June fire works are both currently postponed.

Mr. McLeod noted that, on the upside, this is a great opportunity to rest, rehabilitate, and oversee the fields. Brief discussion ensued.

Mrs. Simmons extended thanks to Ms. Haas for her creativity and positivity throughout; noting in particular the messages on the sign on Route 111.

BID AWARDS: Transfer Trailer – Mr. Sullivan advised that four bids had been received, as follows:

Company	Amount	Trade-In*	Net Bid If Trade in Option is Taken
Warren Equipment – Plant City, FL	\$80,795.00	\$5,000	\$75,795.00
M&T Solutions LLC – Derry, NH	\$80,828.67	\$7,000	\$73,828.67
Spector Manufacturing – St. Clair, PA	\$68,797.00	\$1,500	\$67,297.00
KNL Holdings LLC – Paragould, AR	\$66,395.00	\$0	\$66,395.00

*Town’s Option

He then advised that staff does not recommend trading in the old trailer, as the offered values are not sufficient and it is believed it can be sold for more. Mr. Sullivan noted the recommendation would be to award the purchase to Spector for their bid price of \$68,797; explaining they have a better lead time and the Town has purchased the last several trailers from them.

Mr. Breton moved and Mr. Hohenberger seconded to award the bid to Spector Manufacturing of St. Claire, PA for their bid price of \$68,797. Brief discussion ensued as to whether Mr. Breton intended to include the trade-in value, and he clarified he did not. Mr. Hohenberger affirmed his second. Roll call vote – all “yes”.

Lease Financing: Mr. Popovici-Muller advised eleven RFPs had been sent out and six responses received; adding his recommendation would be to award the financing to Municipal Lease Consultants at an interest rate of 2.037%.

Mr. Hohenberger moved and Mr. Breton seconded to support the recommendation of the Finance Director and award the financing to Municipal Lease Consultants as documented in the former’s memo dated May 1. Roll call vote – all “yes”.

Police Roof: - Mr. Sullivan advised that nine bids had been received, announcing the lump sum costs as follows:

Contractor	Lump Sum	Price per sheet sheathing	Lump sum Alternative For TPO	Added cost alternative for 4” Poly
iRoof LLC - Hudson, NH	\$45,800	\$60	\$47,750	\$1,250
McPhail Siding/Roofing - Windham NH	\$46,994	\$58	\$48,489	\$1,892
DeSalvo Contracting - Hudson, NH	\$52,000	\$85	\$52,000	\$5,225
Alpha Remodeling & Construction - Londonderry, NH	\$52,987	\$110	\$55,208	\$6,663
DeSalvo Contracting - Alternate bid	\$54,840			
JB Roofing - Harleysville, PA	\$55,250	\$82	\$53,915	\$2,250
Skyline Roofing LLC - Manchester, NH	\$57,700	\$110	\$57,700	\$2,130
Avatar Construction - Salem, NH	\$58,000	\$100	\$4,200	\$6,800
Viking Roofing Inc - Hollis, NH	\$92,454	\$104	\$2,880	\$8,588

Mr. Sullivan advised that the recommendation would be to award the bid to McPhail. General Services Director Dennis Senibaldi clarified the recommendation came after reviewing the proposals and checking all references. He indicated there were no issues with either low bidder, however, McPhail offers a 20-year versus 10-year workmanship warranty.

Mr. Senibaldi then went on to explain that he would also suggest a TPO roof be installed, as they are heat welded with no seams, and hold up well; adding they also have a reflective quality which can reduce costs during the summer.

Mr. McLeod noted that he has a residential roof from McPhail; indicating they provided quality workmanship and were a pleasure to work with.

Mr. Sullivan noted the recommendation would be to award the bid to McPhail for a cost not to exceed \$50,381, which would cover the possibility of adding 4’ of poly, plus any additional sheathing costs.

Mr. Breton moved and Mr. Hohenberger seconded accordingly. Roll call vote – all “yes”.

Rail Trail Paving: Mr. Sullivan advised that only one bid had been received after sending it out to 8 different companies; adding Ms. Haas had spoken to many of those and the responses were that some were too busy while others had not bid due to staff being out. He indicated the bid received was from American Excavating, which has done a lot of trail work, in the amount of \$202,150; adding the available budget for the project is \$180,000.

Mr. Sullivan then went on to explain that he had been contacted by Mr. Lannan of American Excavating, who had advised that after re-measuring the trail it was not necessary to do 1,800’, rather only 1,600’ could be done for the revised price of \$179,688. He noted staff’s recommendation would be to award the bid to American for this revised price based on 1,600’.

Mark Samsel, Rail Trail Alliance, expressed support for the award, reiterating that American has done quite a bit of work on the southern end of the Trail including all of Londonderry and parts of Derry and Salem.

Mr. Hohenberger moved and Mr. Breton seconded to award the bid to American Excavating for a cost not to exceed \$180,000. Roll call vote – all “yes”.

Mr. Samsel extended thanks to the Board and residents for their support, noting this is a much needed project on the Trail. Mr. McLeod thanked Mr. Samsel for all his hard work; noting he looked forward to the results. He then inquired as to the anticipated timing of the project, and Mr. Samsel noted he would have to speak to American Excavating. He indicated the area needs to dry out and the trail will have to be closed. Discussion ensued as to working with the Police Department regarding the latter, and Mr. Samsel concurred.

Mr. Sullivan sought clarification as to whether the annual races have been cancelled, and Mr. Samsel replied in the affirmative. Discussion ensued regarding having the contractor hold off until September versus current material prices and trail usage, as well as the need for it to dry out.

Computer Work Stations: Mr. Sullivan reminded all that, during the budget process, the Board had agreed to replace 17 computers, most of which will go to the Police Department. He advised that IT Director Eric DeLong was requesting a waiver of the bid process to allow use of the State bid to purchase Dell systems.

Mr. DeLong advised that each system would come with a 3-year warranty and Office Professional; adding that between these systems and the upgrades completed so far, he should be able to have all on Windows 10 by the end of the year. Discussion ensued regarding the current Police systems, and Mr. DeLong advised the memory will be removed from those and installed in others; adding solid state drives will also be installed at a cost of approximately \$50/each.

Mr. Breton moved and Mr. Hohenberger seconded to waive the bid process. Roll call vote – all “yes”.

Mr. Breton then moved and Mr. Hohenberger seconded to authorize the use of the State bid for the purchase. Roll call vote – all “yes”.

Mr. Sullivan then noted for the record that an additional bid had been received for the roof project; adding it had been delivered in hand at the Station three days after the deadline and will be sent back to the contractor unopened. Brief discussion ensued.

BID RECONSIDERATION: Catch Basins – Mr. Senibaldi advised that, as previously discussed, Bellemore had spent two days testing the vacuum system and had been able to complete 36.5 basins per day; clarifying they should be able to get 1050 done, which is more than last year. He went on to note that at a rate of \$150/hour, which is the State bid price, we should be under the original cost.

Mr. Senibaldi indicated that, after two or three years of the vacuum process, we should not have half the material in the basins that we are finding today, and thus should be able to complete even more; explaining that the vacuum truck is able to be angled in order to remove old material that has been there for years. He indicated the materials on nearly all the basins that were tested were nearly at the outflow level; and he did not see that happening in the future if we continue with this process. Mr. Senibaldi then noted he has received confirmation from the NHDES that handling of the materials at the old landfill is the same as currently.

Mrs. Simmons noted she had gone out to watch the process, and there was nothing left in the basins when they were done; adding it was very impressive. Discussion ensued regarding the benefits to water quality and speed of operations. Mr. Senibaldi noted that Bellemore is ready to begin this week if the Board approves.

Mr. Hohenberger moved and Mrs. Simmons seconded to reconsider the Board’s vote on 3/9 to award the bid to Bellemore for clam shell removal at \$35/basin for 2020.

Mr. Hohenberger sought clarification as to whether the Board can get the number completed at the end of the year. Mr. Senibaldi replied in the affirmative, advising that as part of the MS4 permit all basins are being photographed and documented and a staff member will be with Bellemore through the entire process.

Roll call vote – all “yes”.

Mr. Breton then moved and Mr. Hohenberger seconded to award the bid for basin cleaning to Bellemore for vacuum method in 2020 at a cost of \$150/hour, while maintaining the \$37/basin price for 2021 using the clam shell method unless then amended by the Board. Roll call vote – all “yes”.

Mr. Senibaldi then advised that street sweeping operations had begun that day and this year two machines are out; noting it should take roughly two weeks to finish.

DEPOT ROAD NO PARKING SIGNS: Mr. McLeod noted that, at the previous meeting, the Board had voted to post all along Depot Road, and was now being asked to adjust that decision based on input from Windham Junction and concerns regarding their frontage on Depot Road where some customers, such as landscape companies with trailers, park.

Mr. Hohenberger inquired where they would envision the signs start so as not to interfere. Kay Normington, owner, noted that they would like to see the signs removed from the front of the house/business as they use that location for parking and loading/unloading. Police Chief Lewis sought clarification that Mrs. Normington was referring to the area of Depot Road between the rear parking and driveway, and Mrs. Normington replied in the affirmative. Discussion ensued.

Mrs. Normington noted that cars parked in the area serve to slow down traffic turning onto Depot Road; adding that she knows the pandemic is causing more traffic and the signs are necessary, however, she does not think there is a problem near her business. She noted that there are lots of people parking in her lot and going down to the Trail for hours, which is a problem, and expressed concerns that the signs will cause people to park on North Lowell, which is dangerous. Mrs. Normington also felt that the signs are uninviting, as there are lots of them very close together; adding that in 15 years there had never been an accident in front of their house.

Mr. Hohenberger then inquired as to complaints that had also been received regarding parking on Mallard Road and the tunnel. Chief Lewis explained that there is a bridge that spans Mallard to allow the rail trail to cross over the area and people are parking on Mallard; adding residents are concerned regarding the narrowness of the road under the bridge.

Mr. McLeod noted Mallard was designed as a 28' road and, if it were too narrow, the Board would need to post a whole lot of others. Mr. Sullivan clarified it is not a question of the width, but rather the visibility coming around the corner. Discussion ensued regarding the Board's previously posting the cistern there.

Mr. McLeod noted he would be hesitant to do anything regarding Mallard without first going out to look at the area; suggesting the Board focus on Mrs. Normington's concerns and schedule the other for future discussion.

Mr. Samsel, 4 Depot Road, approached noting the Board was either all in or not; adding the signs were requested, and there are a couple on his property which he supports. He indicated that he can see directly down to the Depot and up to North Lowell Road and daily he sees the speed that still exists at which people turn onto Depot whether cars are parked there or not. Mr. Samsel noted he did not want to see a death at the Depot, where he has seen families taking their children out of the car at the corner and putting strollers in the road; adding this has been an issue from day one.

Mr. Samsel then went on to note the parking requirements for the Junction, noting 32 spaces were required but right now there were only 19; adding he was not sure how on street parking counts for that deficit but, as a member of same, he had never seen a plan come to the ZBA to compensate. He noted this was a tough situation, but there may be other remedies that could alleviate it.

Mr. Samsel then noted that the signs that are up are working, but others are needed in the parking lot; adding concerns regarding parking on the dirt island, as well.

Mr. Breton noted that public safety people had been sent out to install the signs, which were in the public right of way; concurring that using the street for parking is not a necessity for anybody and he has never seen a plan for offsite parking. Mr. McLeod noted that the notice on the agenda is to remove the no parking signs in front of The Kitchen, and discussion should stick to that.

Mr. Partington felt that, if those signs were removed, then that is where the trail people will park. He noted he had requested the site plan and, while 32 spaces are required the plan is for 23; adding it is a balancing act in that one wants the business to succeed but it should not rely on street parking which, given the speed, this is not a good location for. Mr. Partington then noted that nothing discussed thus far addressed the issue of people parking in Mrs. Normington's lot.

Mr. Hohenberger indicated he would like Chief Lewis' thoughts, but would also like to discuss allowing parking on the left side in front of Mrs. Normington's place, as he agrees having cars there slows down those turning. Chief Lewis noted that the dirt shoulder coming off North Lowell was not posted; rather the signs started at the utility pole. He indicated the area in question is the pull-off between the rear parking lot and front lot, and he was not opposed to removing the signs there as it would be beneficial to the business. Chief Lewis indicated that if they do see that rail trail people are using it, then it could be revisited and reposted, but he supported listening to Mrs. Normington and removing the signs for now. Discussion ensued as to whether it could be posted as being for patrons only; it was clarified it could not.

Mr. Breton noted that, if the signs are removed and there is no room at the Depot, then he would park there; noting doing so does not solve the problem and may make it worse. He also noted the Town has been trying to get that corner addressed with the State for years, and he believed they felt the no parking signs were great.

Mr. McLeod noted Mr. Breton was assuming the Depot lot was full at all times, but questioned when it was not and landscapers with trailers wished to go to the Junction where would they park. Mr. Breton felt the site plan needed to be looked at as the zoning regulations do not allow for off site parking; which Mr. McLeod noted this was not, as they would be taking advantage of the opportunity to legally park on the side of the road. Discussion ensued.

Bob Coole, Morrison Road, inquired whether "One Hour Parking" signs could be installed along that section instead, and Chief Lewis did not think that would work. Mr. Sullivan suggested something such as "No Parking On Weekends", as that is when there is an issue. Discussion ensued.

Mrs. Simmons noted her concern is that Mrs. Normington's back lot is being used for people to access the rail trail, even though there are signs there; questioning whether they would also then park in front of the business. Discussion ensued.

John Mangan, Depot Road, noted that the safety of that intersection has always been of concern, and concurring the cars do slow traffic down. He noted there is a certain percentage of crossover of vehicles parked in both locations, with people walking in the street between them.

Mr. Senibaldi noted that, to Mr. Samsel's concern, there were two signs in the Depot lot, one of which disappeared within days and will be replaced in approximately a week.

Mr. Hohenberger then moved to remove the No Parking signs on Depot Road from the area of the back parking lot to the front of the Kitchen on that side of the road only. Mr. McLeod seconded. Roll call vote – Mr. Hohenberger "yes", Mr. Breton "no", Mrs. Simmons "no", Mr. Partington "no", and Mr. McLeod "yes". Motion fails, 2-3.

Mr. Breton suggested the Board revisit this in six months, and Mr. McLeod suggested that, as to Mallard Road, the members visit the area occasional and, if needed, it be scheduled for discussion.

No further action was taken.

REVISED WINDHAM FRANCHISE AREA: Mr. Sullivan reviewed the revised map with the Board, noting it addressed those concerns raised in February relative to the El-Hefni and Windham Academy; explaining the new map as proposed for submission to the Public Utilities Commission includes all properties south of Northland Road which abut Routes 28 and 111. He indicated staff recommends the Board accept same. Mr. Hohenberger extended thanks to Mr. Sullivan and the Town of Salem; noting he thought the map represented everything that was asked for.

Mr. Breton moved and Mr. Hohenberger seconded to support the updated franchise map dated 4/28/2020. Roll call vote – all “yes”.

WATER LINE/TIF DISTRICT STUDY: Gary Garfield, EDC member, noted that TIF plans have been obtained from other towns, and we are pretty far along having identified our parcels; adding things such as the use of the TIF funds and the length of time it is in place can all be summarized relatively quickly. He advised the recommendation would be that Mr. Norman draft a TIF Plan for the Board’s review along with the map and financial analysis.

Mr. Garfield noted the second recommendation would be that the Board establish a Water Task Force comprised of 2 selectmen, one of whom would be Chair, 2 Planning Board members, a member of Conservation, the EDC, the School Board, and CPIA, two residents, and one developer; adding a large group is needed in order for all to get together and be on the same page. Mr. Garfield noted three more PFOS sites have just been found, and the project is just getting bigger; adding people need to understand the implications. He envisioned that the task force would have the NH DES come down to explain themselves, and noted that the Selectmen need to steer the ship as they are the authority; adding the EDC Infrastructure Subcommittee is ready to do the homework to answer questions.

Discussion ensued regarding the TIF Plan and whether to encompass both phases or do them separately; with Mr. Breton suggesting Route 28 be done first and, if that is successful, then the other can be worked on.

Mr. McLeod noted the Board would need to have Mr. Norman attend, and Mr. Sullivan clarified that Mr. Garfield’s recommendation is to have Mr. Norman draft the plan; posing an added question as to what value a TIF district will give us on Route 28 as that line is being paid for by the State. Discussion ensued in that the Board’s previous discussion regarding a TIF district pertained to 111.

Mr. Breton noted if money can be generated in the area of Route 28, the line can hopefully be extended out to Aladdin Road. Discussion ensued, with input from Mr. Garfield, regarding the Planning Board’s opposition to having Route 28 involved whereas the consultant advises it could be. Mr. Garfield noted that two different districts could be done, but as far as Route 28, the Town of Salem is going to determine what it will cost while we will just collect the MSDC charges; thus he is not sure why it would be limited to just that area. Mr. Breton noted our Master Plan says we are supposed to increase economic development, and a water line is a good place to start; adding that the most undeveloped part of Town is Route 28 and we should focus on that area which is paid for by the State. He noted that we have a line coming down 28 and most of what has been spurred off of it is residential development; noting if we cannot spur economic development there on a free water line, he did not wish to spend money on Route 111.

Mr. McLeod inquired what would be the measure of success and over how many years. Mr. Breton noted he is not on the Planning Board, but the area should be looked at as far as what can be built out. Discussion ensued regarding Route 28 versus Route 111, and economic development along Route 28.

Mr. Hohenberger noted that most people saw the Route 111 line as a means to bring water to businesses; seeing through the claim of water quality. He indicated he would like to see the TIF include both Route 28 and 111, and a plan that allows it to fully fund the cost of the line; noting there would be a much better chance of pushing it forward then. Mr. Hohenberger felt that, if PFOS is thrown in, there are other options for that such as filters; adding we should come up with a way that commercial businesses pay for the line and noting that fire suppression costs could also be put into the Route 28 TIF costs.

Mrs. Simmons concurred with Mr. Hohenberger; seeking clarification as to how far along Mr. Norman is with his work on the TIF District. Mr. Garfield indicated he believed that, within a month, Mr. Norman can have the numbers and map together for the Board to be reviewing. Mrs. Simmons suggested it be scheduled as soon as it is done, noting the Board could at least then see Route 111 and add 28 in later. Mr. Garfield clarified he believed Mr. Norman was proceeding with both.

Mr. Partington noted he had never heard a full argument as to why Route 28 was pulled out of the TIF District however, to Mr. Breton's point, it can be seen whether Route 28 will produce any revenues without tying it into a TIF district. He noted that, as to Mr. Garfield's second recommendation, he was not in favor of any subcommittee that lacked a specific charter; adding they had done this with the Planning Board and had not given enough direction. Mr. Partington indicated he would want to see a very specific subcommittee that is tasked with the first thing, which is a TIF district.

Mr. McLeod concurred with Mrs. Simmons as to the scope of the TIF district, noting the Board should get it going as Mr. Norman is working on it and the voters had approved the article; adding, however, that if we start with Route 28, it basically kills off any scenario for a Route 111 water line. As to Mr. Partington's points regarding the task force, he found them compelling; noting that if they begin with the TIF district, with the aid of the EDC, then the Board can stay on top of it.

Lengthy discussion ensued regarding the TIF, with Mr. Breton raising questions regarding the Route 28 line and hydrants which are currently in place. With input from Mr. Sullivan and Fire Chief Tom McPherson, it was clarified that, to current understanding, the Town of Derry will not guarantee fire flow to those hydrants and developments will still be required to install cisterns until the Town has a storage tank.

Mr. Breton noted that TIF funds from Route 28 could go towards construction of tank in that area, and discussion ensued in that the tank had been proposed as part of phase 2.

Further discussion ensued, and it was the consensus that Mr. Norman attend in the next month or so, when he has all plans in place for Route 111, to make a presentation; with pieces of Route 28 added in later. Mr. Sullivan and Mr. Garfield will coordinate same.

Ralph Valentine approached inquiring what the purpose of a Route 28 TIF district would be; noting the purpose on 111 is to fund the water line. He noted that, if Route 28 is done, then the revenue will be diverted to a fund; questioning what infrastructure it would be tied to. Mr. Hohenberger noted that a tank for fire suppression could be built. Discussion ensued in that this is the purpose of the TIF plan.

Mr. McLeod sought the members' thoughts on the Task Force; and clarification from Mr. Garfield as to what its purpose would be. Mr. Garfield noted he was looking for them to specifically be the authority in the Town for the water; adding the Board is the governing authority when it comes to the water and all five need to be able to answer any question a resident may pose. He indicated that people did not understand the purpose of the line, thus all need to be on the same page; adding this is why it is recommended that a Selectmen be the chairman. Mr. Garfield noted that, as an elected board, the Selectmen have more credibility and the objective is to put them out in leadership role.

Mr. Hohenberger noted that the main question, which is do the taxpayers have to pay for the line, will be answered by seeing what the TIF district will be; adding he may be more amenable to moving on to his other questions if it can be shown the district will pay for the line.

Mr. Breton indicated he concurred with Mr. Partington, but sought clarification as to whether the latter is opposed to a subcommittee altogether. Mr. Partington replied he was not, rather he just wanted it to be very specific whereas Mr. Garfield seemed to want it to be broader; adding there will still be the same problem regardless of whether a Selectman is chair.

Mrs. Simmons questioned why the Canobie Lake Protective Association was not included; and Mr. Garfield agreed they should be as well.

Mrs. Simmons indicated she would support the subcommittee, but she agreed with Mr. Partington that there needed to be specific tasks or a charter; suggesting as they are waiting to hear from Mr. Norman regarding the TIF, in the meantime the Board could figure out a way to make the subcommittee work and their specific tasks.

Mr. McLeod noted the consensus seemed to be, for now, to get the TIF District underway; noting it all comes back to the Board anyway and it will take time to get another committee up and running which could slow down the process. He felt that, if it is made incumbent on all to stay involved, the ball can be kept rolling; noting the Board is accountable to all and needs to keep its hands on it. He suggested education might be an outgrowth of a Selectmen meeting; noting it is part of Mr. Norman's job description.

Mr. Garfield indicated he understood the task force may be premature, but suggested that in lieu of establishing it now, the Board's EDC liaison provide, at a minimum, a monthly update to the Board as a standing agenda item. Mrs. Simmons indicated she would do so.

Discussion ensued, and no further decisions were made beyond the consensus reached.

OLD/NEW BUSINESS: None.

MINUTES: Mr. Hohenberger moved and Mr. Breton seconded to approve the minutes of 4/20 as written. Roll call vote – all “yes”.

CORRESPONDENCE: Request received from the School District for release of \$384,382 in impact fees. Mr. Breton excused himself.

Mr. Hohenberger moved and Mrs. Simmons seconded to release said amount of money as requested. Roll call vote – all “yes”. Motion passes 4-0.

NON-PUBLIC SESSION: Mr. Hohenberger moved and Mrs. Simmons seconded to enter into non-public session in accordance with RSA 91-A:3 II d and e. Roll call vote – all “yes” save Mr. Breton, who had not yet returned. Passed 4-0.

Mr. Breton returned to the meeting, and the Board and Mr. Sullivan were present.

Legal – Mr. Sullivan updated the Board on a legal case concerning a tax abatement. No decisions were made.

Mr. Hohenberger moved and Mr. Breton seconded to come out of non-public session. Roll call vote – all members voting Yes.

Mr. Hohenberger moved and Mr. Breton seconded to adjourn the meeting. Roll call vote – all members voting Yes.

Meeting adjourned at 9:49 pm

Respectfully submitted,

Wendi Devlin, Administrative Assistant
David Sullivan, Town Administrator

Finance Overview – 1st Quarter 2020

Appropriations & Revenues – Tax Rate Overview

<i>Town Only Tax Rate Breakdown</i>	2020 (prelim)	2019 (final)
Gross Appropriations (Approved Budget)	\$17,030,564	\$18,566,989
Less: General Fund Revenues	(\$7,976,065)	(\$10,137,003)
Less: Use of Fund Balance (estimate for '20)	(\$500,000)	(\$790,360)
Plus: Overlay (abatements)	\$90,000	\$101,927
Plus: War Service Credits	<u>\$250,000</u>	<u>\$255,550</u>
Net to Raise via taxation	\$8,894,499	\$7,997,103
Town Tax Rate	\$3.71 (estimated)	\$3.33

**Not determined until final valuations and fund balance are known in Oct 2020. Estimate uses 2019 valuations.*

Revenues

A breakdown of the Q1 2020 revenues is shown below. Most items are in line with expectations; we need to be further into the year to determine if budgeted amounts remain reasonable, especially in the light of the COVID-19 impact.

The most important revenue line is the Town Clerk's Motor Vehicle revenue, which is currently at 25.2% of its projected value. During 2019's first quarter, the monthly revenue was \$372k, \$317k, 346k. During the period in 2020, the monthly revenue was \$410k, \$311k, \$305k. We are closely monitoring the revenues, but it is too early to project the impact of the COVID-19 crisis. A better forecast will be available in the Q2 update.

The Building Permit and Planning Board fees are lower than in 2019, reflecting a lower level of building activity during 2020.

The timing of the Tax Collector's Interest and Penalties revenues is impossible to predict, and Q1 2020 has seen it return to the normal values after an unusually high Q1 2019 number.

The Other (Grants +FEMA) 72k in Q1 2020 revenue reflects the SAFER grant which we did not receive in Q1 2019.

DEPARTMENT/Line Item	PROJECTED FOR 2020	RECEIVED Q1 20	RECEIVED Q1 19	%
<u>Tax Collector</u>				
Land Use Tax (actual \$XX)	0.00	0	0	
Yield Taxes	5,100.00	0	1,789	0.0%
Int + Penalties	225,000.00	64,214	134,844	28.5%
Miscellaneous # (PILOT)	10,850.00	5,595	0	51.6%

Finance Overview – 1st Quarter 2020

DEPARTMENT/Line Item	PROJECTED FOR 2020	RECEIVED Q1 20	RECEIVED Q1 19	%
<u>Town Clerk</u>				
Motor Vehicle	4,075,000.00	1,027,060	1,035,745	25.2%
Dog Licenses	22,400.00	7,971	9,274	35.6%
Boat Taxes	16,000.00	1,651	2,382	10.3%
Dog Officer	500.00	550	100	110.0%
Copy Fees	20.00	0	1	0.0%
Filing Fees	0.00	0	0	
Miscellaneous #	45,000.00	17,185	12,758	38.2%
<u>Planning/Develop</u>				
Building Permit	200,000.00	36,083	38,462	18.0%
Planning BD Fees	33,000.00	8,531	15,460	25.9%
BOA Fees	9,000.00	1,361	1,902	15.1%
Miscellaneous #	11,000.00	1,146	3,541	10.4%
Business Licenses	0.00	0	0	
Road Fees	0.00	0	0	
Legal Fees	0.00	0	0	
<u>Police Department</u>				
Contracted Duty #	20,000.00	8,378	7,798	41.9%
Accident Reports #	2,400.00	318	740	13.3%
Gun Permits	1,200.00	210	370	17.5%
Parking Fines	1,000.00	60	180	6.0%
Miscellaneous #	1,200.00	394	577	32.9%
<u>Transfer Station</u>				
Fees/Recycling #	60,000.00	15,713	14,511	26.2%
<u>Fire Department</u>				
Ambulance Fees #	450,000.00	92,002	81,202	20.4%
Miscellaneous #	25,000.00	7,620	5,510	30.5%
<u>Selectmen's Office</u>				
Burial Fees	0.00	0	0	
Cable TV Fees	295,000.00	72,779	73,189	24.7%
Capital Reserve Funds	0.00	0	0	
Insurance Reimburse.**	150,000.00	32,187	50,681	21.5%
Miscellaneous	14,000.00	9,543	100	68.2%
Sale of Town Property	1,000.00	0	0	0.0%
Taxes/Deeded Property	0.00	0	0	
Town Buildings Rent	3,000.00	275	725	9.2%
Trust Funds	0.00	0	0	
Welfare Reimbursements #	1,000.00	1,063	25	106.3%
Donations/Grants**	15,300.00	2,105	600	13.8%
Assesing Misc. Income	0.00	140	100	
Business Licenses	0.00	0	0	

Finance Overview – 1st Quarter 2020

DEPARTMENT/Line Item	PROJECTED FOR 2020	RECEIVED Q1 20	RECEIVED Q1 19	%
<u>Intergovernmental Revenue</u>				
Highway Block Grant	350,000.00	70,063	68,803	20.0%
Shared Revenue Grant *	98,555.00	0	0	0.0%
Oth (Grants+FEMA)Feds	307,500.00	72,084	0	23.4%
Oth (Roads+FEMA)State	0.00	0	3,050	
Rooms and Meals Tax	745,000.00	0	0	0.0%
<u>Recreation</u>				
Beach Income #	4,000.00	0	0	0.0%
Recreational Activities #	0.00	0	0	
Miscellaneous #	0.00	0	0	
<u>Treasurer</u>				
Interest on Deposits	110,000.00	40,529	38,553	36.8%
Bond Proceeds	380,000.00	0	0	0.0%
Bond Interest Revenues	0.00	0	0	
Income from Revenue Funds	32,500.00	0	0	0.0%
Income from Other Sources*	254,990.00	0	0	0.0%
Miscellaneous Treasurer adjusts	550.00	0	33	0.0%
Boat Taxes	0.00	0	0	
Fund Balance	0.00	0	0	
TOTALS	7,976,065	1,596,810	1,603,005	20.0%

Budget Expenditures (see details on pages 6-15)

Most line items should be approximately 25% expended, although certain items are paid up-front causing line items to exceed 25%. Please note the following:

One-time/Front loaded in the first quarter of the year:

- 1) Administration: Town Report, Dues and Meetings;
Assessing: Dues and Meetings;
Police: Recruitment Expenses;
Insurance: Workers Compensation;
Road Maintenance: Equipment, Vehicle Equipment, Recruitment.
- 2) IT/Service Agreements and Training is high due to front loaded contracts.
- 3) Dispatch: Contracted Services reflects the first of two yearly payments.
- 4) General Assistance/Health and Human Services: accounts are at 0% or at 100%, reflecting whether the yearly payment was made or not by the end of March.
- 5) Library: Programs and Films reflects contractually required upfront payments.
- 6) Cable Television: Service Agreements/Training reflects the full annual payment.

Finance Overview – 1st Quarter 2020

Seasonal Items:

- 7) Road Maintenance: Overtime Salaries and Contracted Services-Winter are at 92.5% and 23.8% respectively due to snow plowing costs. The total amount expended is \$59.4k, significantly less than the \$105.9k spent during Q1 2019. Those levels are better than expected due to the weather being milder than usual.
- 8) All departments: Group Insurance - Health line items are expected to be around 33% since the town pays the full yearly health insurance premium contribution in the first 9 months of the calendar year. It is at 30.4% overall.
- 9) Multiple departments: Heat is expected to be around 50% due to the seasonal nature of this particular expense. It is at 44.4% overall.
- 10) Elections: Equipment is at 50% of its budget due to the seasonal election calendar.

Other Notes:

- 11) Legal Services: Other Law Firms and ZBA Legal expenses are high due to a higher than expected case load.
- 12) Payments to Assessing: Contracted Services are made one month ahead as per our contract.
- 13) Police: Vehicle Fuel is at 54% of the budgeted amount due to COVID-19 related changes which resulted in the police patrol cars now running 24/7.
- 14) Administration: Social Security was only budgeted for the first part of the year while we had a part time bookkeeper - the current level of 85% is expected.
- 15) Road Maintenance: Social Security is currently at 75.2% of the budget because the needed journal entries to transfer some of the wages to Winter Maintenance still need to be done.
- 16) Solid Waste: Vehicle Maintenance is already at 48.7% of the budget due to an unexpected number of repairs needed in the first quarter of 2020.

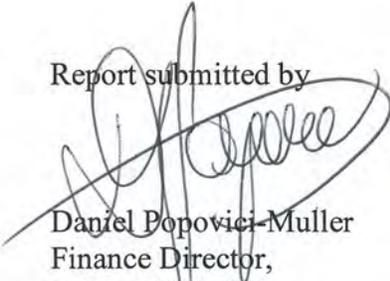
Finance Overview – 1st Quarter 2020

Special Funds:

Special funds activity is tracking within expectations.

	Beginning Balance				Finance Balance
	12/31/2019	Income	Disbursements	Interest	3/31/20
Cable TV Trust Fund	355,475.85	400.00	50,327.75	888.94	306,437.04
Searles Special Revenue	6,375.92	4,225.00	1,530.00	9.20	9,080.12
Searles Donation Fund	599.41	0.00	0.00	0.59	600.00
Friends of Searles	368.45	0.00	0.00	0.37	368.82
Expendable Health Trust	5,975.71	86,404.41	66.00	50.44	92,364.56
Cemetery Operation Fund	130,203.66	1,200.00	0.00	128.31	131,531.97
Conservation Land Trust	490,001.97	106,790.23	5,923.99	524.16	591,392.37
Road Bond Fund	9,389.65	0.00	0.00	9.24	9,398.89
Law Enforcement Fund	985.49	0.00	0.00	0.97	986.46
Recreation-Programs	13,547.40	25,242.00	29,902.67	2.42	8,889.15
Bridge to Beautification	8,889.07	0.00	0.00	8.75	8,897.82
Conservation Grant Fund	2,192.19	0.00	0.00	2.15	2,194.34
Police Public Safety Revolve Fd	91,807.92	28,990.00	52,917.49	18.85	67,899.28
Fire Public Safety Revolve Fd	37,553.88	0.00	6,988.14	12.56	30,578.30
Subdivision Fees	65,442.26	2,344.00	2,688.08	11.08	65,109.26
Rte 28 Emergency Fund	11,439.17	0.00	0.00	11.25	11,450.42
Rail to Trail Fund	101.90	0.00	0.00	0.10	102.00
Fire Cistem Special Rev Fund	2,009.31	0.00	0.00	1.98	2,011.29
Forest Maintenance Fund	51,089.11	0.00	0.00	50.26	51,139.37
NH Municipal Bond Bank	0.00	0.00	0.00	0.00	0.00
Police Impact Fee	171,754.09	23,192.07	15,703.03	63.58	179,306.71
Fire Impact Fee	268,924.89	96,619.43	71,203.34	95.37	294,436.35
School Impact Fees (Separate)	305,618.34	51,011.22	0.00	108.67	356,738.23
Total	2,029,745.64	426,418.36	237,250.49	1,999.24	2,220,912.75

Report submitted by


 Daniel Popovici-Muller
 Finance Director,
 Town of Windham.

ORG	OBJ	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAIL. BUDGET	% used Budget
<u>11001 TOWN OFFICERS SALARIES</u>						
11001	51210	TREASURER SALARY	2,250	119	2,131	5.29%
11001	51215	DEPUTY TREASURER SALARY	500	-	500	0.00%
11001	51220	TRUSTEE/TRUST FNDS SALARY	350	-	350	0.00%
11001	51740	SOCIAL SECURITY	190	7	183	3.88%
11001	51830	MEDICARE	40	2	38	4.30%
			3,330	128	3,202	3.85%
<u>11002 ADMINISTRATION</u>						
11002	51100	REGULAR SALARIES	410,980	101,364	309,616	24.66%
11002	51350	OVERTIME SALARIES	3,370	63	3,307	1.87%
11002	51700	RETIREMENT - MUNICIPAL	45,600	10,800	34,800	23.68%
11002	51730	SUPPLEMENTAL RETIREMENT	17,200	3,698	13,502	21.50%
11002	51740	SOCIAL SECURITY (see Note 14)	370	294	76	79.40%
11002	51800	GROUP INSURANCE - HEALTH (see Note 8)	98,910	27,004	71,906	27.30%
11002	51810	GROUP INSURANCE - LIFE & DIS	6,415	1,305	5,110	20.34%
11002	51820	GROUP INSURANCE - DENTAL	6,590	2,135	4,455	32.40%
11002	51830	MEDICARE	6,120	1,426	4,694	23.29%
11002	52100	TOWN AUDIT	21,320	-	21,320	0.00%
11002	52120	TOWN REPORTS (see Note 1)	4,700	4,666	34	99.28%
11002	52862	CONTRACTED SERVICES	119,465	30,534	88,931	25.56%
11002	53100	OFFICE SUPPLIES	2,500	1,361	1,139	54.42%
11002	53120	COMPUTER SUPPLIES	3,500	-	3,500	0.00%
11002	53195	MILEAGE	175	-	175	0.00%
11002	53200	POSTAGE	19,960	4,568	15,392	22.89%
11002	53210	POSTAGE MACHINE	3,170	182	2,989	5.73%
11002	53500	LEGAL ADS	2,500	861	1,639	34.43%
11002	53520	REGISTRY OF DEEDS	0	-	0	N/A
11002	54160	EQUIPMENT	500	-	500	0.00%
11002	54210	EQUIPMENT MAINTENANCE	1,140	-	1,140	0.00%
11002	55230	DUES AND MEETINGS (see Note 1)	19,210	16,558	2,652	86.19%
11002	55350	RECRUITMENT EXPENSES	0	180	-180	N/A
11002	55500	COMMITTEE EXPENSES	2,400	-	2,400	0.00%
11002	55600	MISCELLANEOUS EXPENSES	3,500	45	3,455	1.30%
11002	55670	STORMWATER	29,200	1,870	27,330	6.40%
11002	55675	EMPLOYEE HEALTH	590	217	373	36.78%
11002	59100	TELEPHONE	6,780	1,865	4,915	27.51%
11002	59200	ELECTRICITY	3,480	745	2,735	21.39%
11002	59300	HEAT (see Note 9)	1,790	614	1,176	34.30%
			841,435	212,354	629,081	25.24%
<u>11003 TOWN CLERK</u>						
11003	51100	REGULAR SALARIES	131,507	31,674	99,833	24.09%
11003	51250	ELECTED OFFICIAL FEES	89,560	21,427	68,133	23.92%
11003	51700	RETIREMENT - MUNICIPAL	21,061	5,042	16,019	23.94%
11003	51730	SUPPLEMENTAL RETIREMENT	8,820	2,131	6,689	24.16%
11003	51740	SOCIAL SECURITY	1,970	494	1,476	25.06%
11003	51800	GROUP INSURANCE - HEALTH (see Note 8)	66,880	22,292	44,588	33.33%
11003	51810	GROUP INSURANCE - LIFE & DIS	3,020	750	2,270	24.83%
11003	51820	GROUP INSURANCE - DENTAL	5,330	1,333	3,997	25.00%
11003	51830	MEDICARE	3,209	691	2,518	21.52%
11003	52862	CONTRACTED SERVICES	8,300	-	8,300	0.00%
11003	53100	OFFICE SUPPLIES	5,320	1,640	3,680	30.84%
11003	53120	COMPUTER SUPP / SERVICE	3,380	736	2,644	21.77%
11003	54110	OFFICE EQUIPMENT	2,190	-	2,190	0.00%
11003	55130	DOG LICENSE FEES	6,000	-	6,000	0.00%
11003	55230	DUES AND MEETINGS	2,345	55	2,290	2.35%
11003	55350	RECRUITMENT EXPENSES	0	-	0	N/A
11003	55650	PRESERVATION OF RECORDS	6,100	964	5,136	15.80%

ORG	OBJ	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAIL. BUDGET	% used Budget
			364,992	89,228	275,764	24.45%
		<u>11004 TAX COLLECTOR</u>				
11004	51100	REGULAR SALARIES	129,607	27,714	101,893	21.38%
11004	51700	RETIREMENT - MUNICIPAL	8,290	2,032	6,258	24.52%
11004	51730	SUPPLEMENTAL RETIREMENT	6,213	1,386	4,827	22.30%
11004	51740	SOCIAL SECURITY	3,380	590	2,790	17.46%
11004	51800	GROUP INSURANCE - HEALTH (see Note 8)	8,420	2,808	5,612	33.34%
11004	51810	GROUP INSURANCE - LIFE & DIS	1,140	276	864	24.23%
11004	51820	GROUP INSURANCE - DENTAL	530	132	398	24.84%
11004	51830	MEDICARE	1,882	392	1,490	20.83%
11004	52250	TITLE SEARCHES	2,500	248	2,252	9.92%
11004	53100	OFFICE SUPPLIES	2,200	173	2,027	7.86%
11004	53120	COMPUTER SUPP / SERVICE	8,220	306	7,914	3.72%
11004	53520	REGISTRY OF DEEDS	1,000	82	918	8.19%
11004	55230	DUES AND MEETINGS	1,000	60	940	6.00%
11004	55350	RECRUITMENT EXPENSES	500	-	500	0.00%
			174,882	36,199	138,683	20.70%
		<u>11005 ELECTIONS</u>				
11005	51100	REGULAR SALARIES	2,070	-	2,070	0.00%
11005	51200	ELECT. OFFICIALS SALARIES	13,840	3,955	9,885	28.58%
11005	51300	BALLOT CLERK FEES	11,870	1,534	10,336	12.93%
11005	51740	SOCIAL SECURITY	860	245	615	28.51%
11005	51830	MEDICARE	400	57	343	14.35%
11005	53300	VOTER CHECKLISTS	3,000	-	3,000	0.00%
11005	53320	BALLOTS	15,300	-	15,300	0.00%
11005	54160	EQUIPMENT (See Note 10)	1,000	500	500	50.00%
11005	54210	EQUIPMENT MAINTENANCE	2,000	-	2,000	0.00%
11005	55600	MISCELLANEOUS EXPENSES	800	-	800	0.00%
			51,140	6,292	44,848	12.30%
		<u>11006 CEMETERY</u>				
11006	52210	GROUNDSKEEPING	34,200	6,000	28,200	17.54%
11006	53100	OFFICE SUPPLIES	200	-	200	0.00%
11006	53140	PROPERTY MAINTENANCE	11,000	87	10,913	0.79%
11006	53815	PATRIOTIC PURPOSES	1,800	-	1,800	0.00%
11006	55600	MISCELLANEOUS EXPENSES	50	-	50	0.00%
11006	59200	ELECTRICITY	400	97	303	24.32%
			47,650	6,184	41,466	12.98%
		<u>11007 GENERAL GOVT BUILDINGS</u>				
11007	52210	GROUNDSKEEPING	180,400	32,425	147,975	17.97%
11007	52862	CONTRACTED SERVICES	145,500	30,391	115,109	20.89%
11007	53140	PROPERTY MAINTENANCE	36,500	3,996	32,504	10.95%
11007	53190	CLOTHING ALLOWANCE	0	-	0	N/A
11007	53195	MILEAGE	0	-	0	N/A
11007	54100	VEHICLE EQUIPMENT	0	-	0	N/A
11007	54160	EQUIPMENT	2,000	165	1,835	8.25%
11007	54180	VEHICLE FUEL	5,580	324	5,256	5.81%
11007	54200	VEHICLE MAINTENANCE	5,000	896	4,104	17.92%
11007	54210	EQUIPMENT MAINTENANCE	12,190	1,664	10,526	13.65%
11007	59100	TELEPHONE	0	-	0	N/A
11007	59200	ELECTRICITY	14,170	2,403	11,767	16.96%
11007	59300	HEAT (see Note 9)	7,330	2,384	4,946	32.53%
			408,670	74,648	334,022	18.27%
		<u>11008 ASSESSING</u>				
11008	51100	REGULAR SALARIES	52,084	11,908	40,176	22.86%
11008	51700	RETIREMENT - MUNICIPAL	5,836	1,330	4,506	22.79%
11008	51730	SUPPLEMENTAL RETIREMENT	2,607	595	2,012	22.84%
11008	51800	GROUP INSURANCE - HEALTH (see Note 8)	28,210	9,405	18,805	33.34%
11008	51810	GROUP INSURANCE - LIFE & DIS	805	201	604	25.01%

ORG	OBJ	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAIL. BUDGET	% used Budget
11008	51820	GROUP INSURANCE - DENTAL	1,780	444	1,336	24.95%
11008	51830	MEDICARE	751	130	621	17.36%
11008	52862	CONTRACTED SERVICES (see Note 12)	111,160	45,772	65,388	41.18%
11008	53100	OFFICE SUPPLIES	1,610	162	1,448	10.09%
11008	53120	COMPUTER SUPP / SERVICE	2,040	147	1,893	7.22%
11008	53180	TRAINING	1,500	-	1,500	0.00%
11008	53190	CLOTHING ALLOWANCE	400	-	400	0.00%
11008	53195	MILEAGE	300	-	300	0.00%
11008	53520	REGISTRY OF DEEDS	1,000	95	905	9.51%
11008	54160	EQUIPMENT	250	-	250	0.00%
11008	55230	DUES AND MEETINGS (see Note 1)	660	560	100	84.85%
11008	59100	TELEPHONE	0	-	0	N/A
			210,993	70,751	140,242	33.53%
<u>INFORMATION TECHNOLOGY</u>						
11009	51100	REGULAR SALARIES	103,190	24,389	78,801	23.64%
11009	51700	RETIREMENT - MUNICIPAL	11,530	2,724	8,806	23.63%
11009	51730	SUPPLEMENTAL RETIREMENT	5,160	1,319	3,841	25.57%
11009	51800	GROUP INSURANCE - HEALTH (see Note 8)	8,000	2,001	5,999	25.01%
11009	51810	GROUP INSURANCE - LIFE & DIS	1,610	386	1,224	23.95%
11009	51820	GROUP INSURANCE - DENTAL	1,780	444	1,336	24.95%
11009	51830	MEDICARE	1,500	374	1,126	24.92%
11009	53125	SERVICE AGREEMENTS / TRAINING (see Note 2)	102,130	55,815	46,315	54.65%
11009	54125	EQUIPMENT AND SOFTWARE	20,280	235	20,045	1.16%
11009	54210	EQUIPMENT MAINTENANCE	3,900	885	3,015	22.70%
11009	55510	GIS EXPENSES	5,900	875	5,025	14.83%
11009	55600	MISCELLANEOUS EXPENSES	0	-	0	N/A
11009	59100	TELEPHONE	580	342	238	58.89%
			265,560	89,790	175,770	33.81%
<u>11010 TOWN MUSEUM</u>						
11010	54160	EQUIPMENT	5,650	75	5,575	1.33%
			5,650	75	5,575	1.33%
<u>11011 SEARLES BUILDING</u>						
11011	51100	REGULAR SALARIES	0	2,670	-2,670	N/A
11011	51740	SOCIAL SECURITY	0	166	-166	N/A
11011	51830	MEDICARE	0	39	-39	N/A
11011	53140	PROPERTY MAINTENANCE	1,000	352	648	35.20%
11011	59100	TELEPHONE	380	213	167	56.07%
11011	59200	ELECTRICITY	3,640	1,134	2,506	31.16%
11011	59300	HEAT (see Note 9)	5,070	2,304	2,766	45.44%
			10,090	6,877	3,213	68.16%
<u>11012 LEGAL SERVICES</u>						
11012	52400	OTHER LAW FIRMS (see Note 11)	43,400	14,787	28,613	34.07%
11012	52440	UNION LEGAL EXPENSES	3,000	52	2,948	1.73%
11012	52450	ZBA LEGAL EXPENSES (see Note 11)	5,000	-	5,000	0.00%
11012	55600	MISCELLANEOUS EXPENSES	500	-	500	0.00%
			51,900	14,839	37,061	28.59%
<u>11313 CONTRACTED FIRE SERVICE</u>						
11313	51125	REGULAR CONTRACTED	3	835	-832	#####
11313	51710	RETIREMENT - FIRE	0	225	-225	N/A
11313	51830	MEDICARE	0	12	-12	N/A
			3	1,072	-1,069	#####
<u>11314 CONTRACTED POLICE SERVI</u>						
11314	51125	REGULAR CONTRACTED	2	54,213	-54,211	#####
11314	51720	RETIREMENT - POLICE	0	5,083	-5,083	N/A

ORG	OBJ	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAIL. BUDGET	% used Budget
11314	51830	MEDICARE		0	757	-757 N/A
				2	60,052	-60,050 #####
<u>11315 POLICE</u>						
11315	51100	REGULAR SALARIES	1,755,921	372,681	1,383,240	21.22%
11315	51350	OVERTIME SALARIES	169,548	57,146	112,402	33.70%
11315	51400	HOLIDAY SALARIES	70,442	19,506	50,936	27.69%
11315	51700	RETIREMENT - MUNICIPAL	19,995	4,873	15,122	24.37%
11315	51720	RETIREMENT - POLICE	525,408	115,409	409,999	21.97%
11315	51730	SUPPLEMENTAL RETIREMENT	9,059	1,649	7,410	18.21%
11315	51740	SOCIAL SECURITY	1,000	354	646	35.42%
11315	51800	GROUP INSURANCE - HEALTH (see Note 8)	401,470	116,176	285,294	28.94%
11315	51810	GROUP INSURANCE - LIFE & DIS	26,730	6,366	20,364	23.81%
11315	51820	GROUP INSURANCE - DENTAL	27,530	6,366	21,164	23.12%
11315	51830	MEDICARE	30,621	6,412	24,209	20.94%
11315	53100	OFFICE SUPPLIES	2,500	146	2,355	5.82%
11315	53120	COMPUTER SUPP / SERVICE	3,720	2,687	1,033	72.22%
11315	53140	PROPERTY MAINTENANCE (see Note 18)	5,520	266	5,254	4.82%
11315	53170	INVESTIGATIONS	16,300	906	15,394	5.56%
11315	53180	TRAINING	63,161	8,312	54,849	13.16%
11315	53185	FIREARMS TRAINING AMMO.	45,336	866	44,470	1.91%
11315	53190	CLOTHING ALLOWANCE	22,030	713	21,317	3.24%
11315	54100	VEHICLE EQUIPMENT	139,170	-	139,170	0.00%
11315	54160	EQUIPMENT	24,540	194	24,346	0.79%
11315	54180	VEHICLE FUEL (see Note 13)	32,980	17,810	15,170	54.00%
11315	54200	VEHICLE MAINTENANCE	23,740	2,940	20,800	12.39%
11315	54210	EQUIPMENT MAINTENANCE	13,710	1,434	12,276	10.46%
11315	54230	RADIO/COMMUNICATION MAINT	21,740	5,603	16,137	25.77%
11315	55330	SAFETY DIVISION	2,000	-	2,000	0.00%
11315	55350	RECRUITMENT EXPENSES	2,960	1,198	1,762	40.47%
11315	55600	MISCELLANEOUS EXPENSES	3,130	139	2,991	4.44%
11315	55675	EMPLOYEE HEALTH	350	-	350	0.00%
11315	59100	TELEPHONE	7,400	682	6,718	9.22%
11315	59200	ELECTRICITY	15,660	3,755	11,905	23.98%
11315	59300	HEAT (see Note 9)	5,640	2,922	2,718	51.82%
			3,489,311	757,509	2,731,802	21.71%
<u>11316 DISPATCHING</u>						
11316	51100	REGULAR SALARIES	221,092	51,829	169,263	23.44%
11316	51350	OVERTIME SALARIES	24,874	3,242	21,632	13.03%
11316	51400	HOLIDAY SALARIES	19,209	4,071	15,138	21.19%
11316	51500	EXTRA SHIFT SALARIES	24,930	5,964	18,966	23.92%
11316	51700	RETIREMENT - MUNICIPAL	29,794	6,591	23,203	22.12%
11316	51730	SUPPLEMENTAL RETIREMENT	13,416	3,150	10,266	23.48%
11316	51740	SOCIAL SECURITY	1,600	412	1,188	25.76%
11316	51800	GROUP INSURANCE - HEALTH (see Note 8)	57,800	17,935	39,865	31.03%
11316	51810	GROUP INSURANCE - LIFE & DIS	3,365	832	2,533	24.72%
11316	51820	GROUP INSURANCE - DENTAL	3,080	638	2,442	20.72%
11316	51830	MEDICARE	4,490	939	3,551	20.91%
11316	52862	CONTRACTED SERVICES (see Note 3)	108,230	53,315	54,915	49.26%
11316	53180	TRAINING	6,932	780	6,152	11.25%
11316	53190	CLOTHING ALLOWANCE	2,100	-	2,100	0.00%
11316	54160	EQUIPMENT	2,220	-	2,220	0.00%
11316	59100	TELEPHONE	840	318	522	37.90%
			523,972	150,018	373,954	28.63%
<u>11317 FIRE</u>						
11317	51100	REGULAR SALARIES	1,967,814	445,523	1,522,291	22.64%

ORG	OBJ	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAIL. BUDGET	% used Budget
11317	51350	OVERTIME SALARIES	325,789	72,143	253,646	22.14%
11317	51400	HOLIDAY SALARIES	82,657	20,815	61,842	25.18%
11317	51550	CALL MAN SALARIES	5,000	790	4,210	15.80%
11317	51700	RETIREMENT - MUNICIPAL	5,502	1,255	4,247	22.80%
11317	51710	RETIREMENT - FIRE	704,358	158,046	546,312	22.44%
11317	51730	SUPPLEMENTAL RETIREMENT	2,454	593	1,861	24.18%
11317	51740	SOCIAL SECURITY	310	426	-116	137.41%
11317	51800	GROUP INSURANCE - HEALTH (see Note 8)	413,780	124,447	289,333	30.08%
11317	51810	GROUP INSURANCE - LIFE & DIS	28,870	7,139	21,731	24.73%
11317	51820	GROUP INSURANCE - DENTAL	35,850	9,295	26,555	25.93%
11317	51830	MEDICARE	37,107	7,620	29,487	20.54%
11317	51890	ACCIDENT - CALL MEN INSURANCE	960	1,522	-562	158.54%
11317	53140	PROPERTY MAINTENANCE	5,000	528	4,472	10.57%
11317	53180	TRAINING	48,856	6,744	42,112	13.80%
11317	53190	CLOTHING ALLOWANCE	18,200	453	17,747	2.49%
11317	53700	PREVENTION/INVESTIGATION	5,000	-	5,000	0.00%
11317	53900	AMBULANCE OPERATION	29,670	4,846	24,824	16.33%
11317	54100	VEHICLE EQUIPMENT	12,900	-	12,900	0.00%
11317	54110	OFFICE EQUIPMENT	2,500	419	2,081	16.76%
11317	54120	FIRE EQUIPMENT	30,670	285	30,385	0.93%
11317	54130	EQUIPMENT - PAGERS/RADIOS	7,200	-	7,200	0.00%
11317	54140	VEHICLE FUEL	680	-	680	0.00%
11317	54180	VEHICLE FUEL	25,620	5,343	20,277	20.85%
11317	54200	VEHICLE MAINTENANCE	46,660	3,911	42,749	8.38%
11317	54210	EQUIPMENT MAINTENANCE	7,000	978	6,022	13.98%
11317	54220	HYDRANT/WATER SUP. MAINT.	2,500	-	2,500	0.00%
11317	54230	RADIO/COMMUNICATION MAINT	18,360	4,116	14,244	22.42%
11317	55230	DUES AND MEETINGS	1,520	42	1,478	2.76%
11317	55600	MISCELLANEOUS EXPENSES	500	-	500	0.00%
11317	55675	EMPLOYEE HEALTH	3,630	23	3,607	0.64%
11317	58313	HAZARDOUS MATERIALS ORD.	9,860	-	9,860	0.00%
11317	59100	TELEPHONE	4,830	875	3,955	18.11%
11317	59200	ELECTRICITY	19,360	5,372	13,988	27.75%
11317	59300	HEAT (see Note 9)	13,070	6,466	6,604	49.48%
			3,924,037	890,016	3,034,021	22.68%

11318 EMERGENCY MANAGEMENT

11318	51740	SOCIAL SECURITY	60	13	47	21.92%
11318	51830	MEDICARE	10	3	7	30.80%
11318	53405	EMERGENCY OPERATIONS CENTER EX	8,530	-	8,530	0.00%
11318	53406	FIELD EXPENSES	750	-	750	0.00%
11318	53407	SHELTER EXPENSES	500	-	500	0.00%
11318	53408	ADMINISTRATIVE EXPENSES	2,620	212	2,408	8.10%
			12,470	228	12,242	1.83%

11319 COMMUNITY DEVELOPMENT

11319	51100	REGULAR SALARIES	402,322	94,628	307,694	23.52%
11319	51350	OVERTIME SALARIES	1,174	227	947	19.34%
11319	51700	RETIREMENT - MUNICIPAL	35,048	8,410	26,638	24.00%
11319	51730	SUPPLEMENTAL RETIREMENT	15,613	4,512	11,101	28.90%
11319	51740	SOCIAL SECURITY	5,450	1,213	4,237	22.26%
11319	51800	GROUP INSURANCE - HEALTH (see Note 8)	52,660	16,389	36,271	31.12%
11319	51810	GROUP INSURANCE - LIFE & DIS	4,980	1,157	3,823	23.24%
11319	51820	GROUP INSURANCE - DENTAL	5,580	1,395	4,185	25.00%
11319	51830	MEDICARE	5,850	1,380	4,470	23.60%
11319	52300	REGIONAL PLANNING	10,250	-	10,250	0.00%
11319	52862	CONTRACTED SERVICES	0	-	0	N/A

ORG	OBJ	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAIL. BUDGET	% used Budget
11319	53100	OFFICE SUPPLIES	2,500	635	1,865	25.40%
11319	53140	PROPERTY MAINTENANCE	500	69	431	13.72%
11319	53180	TRAINING	5,000	1,030	3,970	20.60%
11319	53190	CLOTHING ALLOWANCE	600	-	600	0.00%
11319	53500	LEGAL ADS	4,000	362	3,638	9.04%
11319	54100	VEHICLE EQUIPMENT	0	-	0	N/A
11319	54110	OFFICE EQUIPMENT	2,500	-	2,500	0.00%
11319	54180	VEHICLE FUEL	1,110	202	908	18.23%
11319	55350	RECRUITMENT EXPENSES	0	-	0	N/A
11319	55500	COMMITTEE EXPENSES	4,500	1,009	3,491	22.43%
11319	55675	EMPLOYEE HEALTH	100	-	100	0.00%
11319	59100	TELEPHONE	3,020	237	2,783	7.86%
11319	59200	ELECTRICITY	4,870	1,038	3,832	21.32%
11319	59300	HEAT (see Note 9)	2,870	1,359	1,511	47.34%
			570,497	135,253	435,244	23.71%
						N/A
		<u>11620 ROAD MAINTENANCE</u>				
11620	51100	REGULAR SALARIES (see Note 15)	146,383	33,955	112,428	23.20%
11620	51350	OVERTIME SALARIES (see Note 7)	9,311	8,616	695	92.54%
11620	51700	RETIREMENT - MUNICIPAL	17,622	4,078	13,544	23.14%
11620	51730	SUPPLEMENTAL RETIREMENT	7,881	1,851	6,030	23.48%
11620	51740	SOCIAL SECURITY (see Note 15)	500	376	124	75.16%
11620	51800	GROUP INSURANCE - HEALTH (see Note 8)	52,250	20,571	31,679	39.37%
11620	51810	GROUP INSURANCE - LIFE & DIS	2,430	357	2,073	14.70%
11620	51820	GROUP INSURANCE - DENTAL	3,040	760	2,280	24.99%
11620	51830	MEDICARE	2,261	560	1,701	24.76%
11620	52860	CONTRACTED SERVICES (SUM)	696,665	7,687	688,978	1.10%
11620	52861	CONTRACTED SERVICES (WIN) (see Note 7)	213,500	50,817	162,684	23.80%
11620	52865	MATERIALS	98,530	9,470	89,060	9.61%
11620	53140	PROPERTY MAINTENANCE	3,500	827	2,673	23.62%
11620	53190	CLOTHING ALLOWANCE	1,200	-	1,200	0.00%
11620	54100	VEHICLE EQUIPMENT (see Note 1)	13,775	6,990	6,785	50.74%
11620	54160	EQUIPMENT (see Note 1)	14,900	11,721	3,179	78.66%
11620	54180	VEHICLE FUEL	16,210	3,582	12,628	22.10%
11620	54200	VEHICLE MAINTENANCE	15,000	10,826	4,174	72.17%
11620	55230	DUES AND MEETINGS	100	-	100	0.00%
11620	55350	RECRUITMENT EXPENSES (see Note 1)	0	420	-420	N/A
11620	55500	COMMITTEE EXPENSES	0	-	0	N/A
11620	55520	SITE IMPROVEMENTS	0	-	0	N/A
11620	55600	MISCELLANEOUS EXPENSES	0	95	-95	N/A
11620	59100	TELEPHONE	2,830	390	2,440	13.77%
11620	59200	ELECTRICITY	2,040	1,072	968	52.53%
11620	59300	HEAT (see Note 9)	3,570	881	2,689	24.69%
			1,323,498	175,901	1,147,597	13.29%
						N/A
		<u>11621 STREET LIGHTS</u>				
11621	52800	OPER. EXP. GRANITE ST.	4,260	758	3,502	17.78%
11621	52810	OPER. EXP. PUBLIC SERV.	13,570	3,754	9,816	27.66%
11621	52820	INSTALLATIONS	0	-	0	N/A
			17,830	4,511	13,319	25.30%
		<u>11830 SOLID WASTE DISPOSAL</u>				
11830	51100	REGULAR SALARIES	305,668	62,569	243,099	20.47%
11830	51350	OVERTIME SALARIES	4,192	2,718	1,474	64.85%
11830	51400	HOLIDAY SALARIES	5,510	589	4,921	10.69%
11830	51700	RETIREMENT - MUNICIPAL	30,306	5,283	25,023	17.43%
11830	51730	SUPPLEMENTAL RETIREMENT	14,872	3,055	11,817	20.54%
11830	51740	SOCIAL SECURITY	3,530	451	3,079	12.78%

ORG	OBJ	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAIL. BUDGET	% used Budget
11830	51800	GROUP INSURANCE - HEALTH (see Note 8)	67,560	17,914	49,646	26.52%
11830	51810	GROUP INSURANCE - LIFE & DIS	3,900	968	2,932	24.82%
11830	51820	GROUP INSURANCE - DENTAL	4,820	845	3,975	17.54%
11830	51830	MEDICARE	4,705	948	3,757	20.16%
11830	52350	EXPLOYEE HEALTH VOL. EXP.	350	-	350	0.00%
11830	52860	CONTRACTED SERVICES (SUM)	109,380	17,213	92,167	15.74%
11830	52870	SITE MONITORING	4,800	-	4,800	0.00%
11830	52880	TIRE REMOVAL	3,300	351	2,950	10.62%
11830	52890	SCRAP METAL	630	-	630	0.00%
11830	52920	WASTE REMOVAL	436,090	68,736	367,354	15.76%
11830	52925	DEMOLITION REMOVAL	107,770	8,679	99,091	8.05%
11830	53105	EXPENDABLE SUPPLIES	2,000	127	1,873	6.35%
11830	53140	PROPERTY MAINTENANCE	1,400	41	1,359	2.92%
11830	53180	TRAINING	1,100	-	1,100	0.00%
11830	53190	CLOTHING ALLOWANCE	2,400	-	2,400	0.00%
11830	53195	MILEAGE	100	-	100	0.00%
11830	54100	VEHICLE EQUIPMENT	45,940	-	45,940	0.00%
11830	54160	EQUIPMENT	25,940	-	25,940	0.00%
11830	54180	VEHICLE FUEL	16,620	3,281	13,339	19.74%
11830	54200	VEHICLE MAINTENANCE (see Note 16)	21,100	10,283	10,817	48.73%
11830	54210	EQUIPMENT MAINTENANCE	3,000	-	3,000	0.00%
11830	55230	DUES AND MEETINGS	11,530	225	11,305	1.95%
11830	55350	RECRUITMENT EXPENSES	0	-	0	N/A
11830	55520	SITE IMPROVEMENTS	1,000	-	1,000	0.00%
11830	59100	TELEPHONE	2,140	313	1,827	14.63%
11830	59200	ELECTRICITY	7,660	2,330	5,330	30.42%
11830	59300	HEAT (see Note 9)	2,070	1,239	831	59.84%
			1,251,383	208,158	1,043,225	16.63%

11940 HEALTH AND HUMAN SERVIC

11940	51100	REGULAR SALARIES	15,530	3,300	12,230	21.25%
11940	51740	SOCIAL SECURITY	960	205	755	21.31%
11940	51830	MEDICARE	230	48	182	20.82%
11940	52520	CENTER FOR LIFE MANAGE. (see Note 4)	4,400	-	4,400	0.00%
11940	52540	COMMUNITY CAREGIVERS (see Note 4)	3,500	-	3,500	0.00%
11940	52545	AIDS RESPONSE/SEACOAST (see Note 4)	525	-	525	0.00%
11940	52546	A SAFE PLACE (see Note 4)	2,000	-	2,000	0.00%
11940	52547	RAPE AND ASSAULT SERVICES (see Note 4)	1,000	-	1,000	0.00%
11940	52549	COMMUNITY HEALTH SERVICES (see Note 4)	2,500	-	2,500	0.00%
11940	52550	BIG BROTHERS / BIG SISTERS (see Note 4)	500	-	500	0.00%
11940	52551	CHILD AND FAMILY SERVICES (see Note 4)	1,000	-	1,000	0.00%
11940	52554	TOWN VAN OPERATION	1,000	-	1,000	0.00%
11940	52555	SUZDAL SISTER CITY (see Note 4)	500	-	500	0.00%
11940	52560	MEALS ON WHEELS (see Note 4)	3,815	-	3,815	0.00%
11940	52565	WINDHAM'S HELPING HANDS (see Note 4)	8,500	-	8,500	0.00%
11940	52930	WATER TESTING	2,500	48	2,452	1.92%
11940	55230	DUES AND MEETINGS	150	-	150	0.00%
11940	55600	MISCELLANEOUS EXPENSES	1,865	-	1,865	0.00%
			50,475	3,600	46,875	7.13%

12350 GENERAL ASSISTANCE

12350	52530	COMMUNITY ACTION PROGRAM (see Note 4)	6,540	-	6,540	0.00%
12350	52535	FAMILY PROMISE PROGRAM (see Note 4)	2,500	-	2,500	0.00%
12350	52556	ISAIAH 58 PROGRAM (see Note 4)	2,500	-	2,500	0.00%
12350	53600	WELFARE ASSISTANCE	32,500	6,143	26,357	18.90%
12350	53620	HARDSHIP ABATEMENTS	1,000	-	1,000	0.00%
12350	55600	MISCELLANEOUS EXPENSES	500	-	500	0.00%
			45,540	6,143	39,397	13.49%

ORG	OBJ	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAIL. BUDGET	% used Budget
<u>12660 LIBRARY</u>						
12660	51100	REGULAR SALARIES	794,660	178,746	615,914	22.49%
12660	51700	RETIREMENT - MUNICIPAL	65,190	15,120	50,070	23.19%
12660	51730	SUPPLEMENTAL RETIREMENT	23,760	5,755	18,005	24.22%
12660	51740	SOCIAL SECURITY	12,770	2,635	10,135	20.64%
12660	51800	GROUP INSURANCE - HEALTH (see Note 8)	148,020	50,342	97,678	34.01%
12660	51810	GROUP INSURANCE - LIFE & DIS	9,275	2,070	7,205	22.32%
12660	51820	GROUP INSURANCE - DENTAL	9,460	2,366	7,094	25.01%
12660	51830	MEDICARE	11,520	2,478	9,042	21.51%
12660	53100	OFFICE SUPPLIES	4,200	261	3,939	6.21%
12660	53120	COMPUTER SUPPLIES	5,500	1,282	4,218	23.31%
12660	53140	PROPERTY MAINTENANCE	19,350	3,473	15,877	17.95%
12660	53195	MILEAGE	1,500	262	1,238	17.49%
12660	54110	OFFICE EQUIPMENT	2,000	-	2,000	0.00%
12660	54210	EQUIPMENT MAINTENANCE	4,800	909	3,891	18.94%
12660	54310	BOOKS AND MAGAZINES	58,000	10,000	48,000	17.24%
12660	54320	OTHER LIBRARY MATERIALS	30,000	3,345	26,655	11.15%
12660	54330	LIBRARY COMPUTER SERVICES	18,000	5,919	12,081	32.88%
12660	54340	ELECTRONIC CATELOGING	36,500	15	36,485	0.04%
12660	54345	CONSERVATION AND PRESERVATION	1,000	-	1,000	0.00%
12660	54350	PROGRAMS AND FILMS (see Note 5)	10,000	3,500	6,500	35.00%
12660	55100	PETTY CASH DISBURSEMENTS	1,000	150	850	15.00%
12660	55230	DUES AND MEETINGS	2,000	-	2,000	0.00%
12660	55240	PROFESSIONAL DEVELOPMENT	1,500	20	1,480	1.33%
12660	59100	TELEPHONE	3,250	695	2,555	21.40%
12660	59200	ELECTRICITY	17,410	3,144	14,266	18.06%
12660	59300	HEAT (see Note 9)	6,030	3,027	3,003	50.20%
			1,296,695	295,516	1,001,179	22.79%
<u>12661 RECREATION</u>						
12661	51100	REGULAR SALARIES	110,530	17,385	93,145	15.73%
12661	51350	OVERTIME SALARIES	1,000	-	1,000	0.00%
12661	51700	RETIREMENT - MUNICIPAL	7,860	1,936	5,924	24.63%
12661	51730	SUPPLEMENTAL RETIREMENT	3,580	867	2,713	24.21%
12661	51740	SOCIAL SECURITY	2,470	3	2,467	0.13%
12661	51800	GROUP INSURANCE - HEALTH (see Note 8)	15,670	3,483	12,187	22.23%
12661	51810	GROUP INSURANCE - LIFE & DIS	1,150	284	866	24.73%
12661	51820	GROUP INSURANCE - DENTAL	1,780	444	1,336	24.95%
12661	51830	MEDICARE	1,600	240	1,360	14.98%
12661	52960	CHEMICAL TOILETS	5,840	-	5,840	0.00%
12661	53100	OFFICE SUPPLIES	500	-	500	0.00%
12661	53195	MILEAGE	700	43	657	6.08%
12661	53800	RECREATION SPORTSFIELDS	77,130	2,000	75,130	2.59%
12661	53810	RECREATIONAL ACTIVITIES	18,480	1,449	17,031	7.84%
12661	53830	SENIOR REC. ACTIVITIES	12,000	-	12,000	0.00%
12661	54210	EQUIPMENT MAINTENANCE	6,200	244	5,956	3.94%
12661	55350	RECRUITMENT EXPENSES	480	-	480	0.00%
12661	55500	COMMITTEE EXPENSES	200	-	200	0.00%
12661	55675	EMPLOYEE HEALTH	100	-	100	0.00%
12661	59100	TELEPHONE	3,180	568	2,612	17.85%
12661	59200	ELECTRICITY	7,580	856	6,724	11.30%
			278,030	29,802	248,228	10.72%
<u>12662 HISTORIC COMMISSION</u>						
12662	52862	CONTRACTED SERVICES	3,960	25	3,935	0.63%
12662	55600	MISCELLANEOUS EXPENSES	4,700	132	4,568	2.81%
			8,660	157	8,503	1.81%

ORG	OBJ	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAIL. BUDGET	% used Budget
<u>12663 CONSERVATION COMMISSION</u>						
12663	51100	REGULAR SALARIES	4,980	320	4,660	6.43%
12663	51740	SOCIAL SECURITY	310	20	290	6.40%
12663	51830	MEDICARE	70	5	65	6.63%
12663	55230	DUES AND MEETINGS	650	-	650	0.00%
12663	55600	MISCELLANEOUS EXPENSES	900	-	900	0.00%
			6,910	344	6,566	4.99%
<u>12664 SENIOR CENTER</u>						
12664	53140	PROPERTY MAINTENANCE	500	-	500	0.00%
12664	59100	TELEPHONE	440	76	364	17.34%
12664	59200	ELECTRICITY	2,020	606	1,414	30.00%
12664	59300	HEAT (see Note 9)	2,210	835	1,375	37.78%
			5,170	1,517	3,653	29.35%
<u>12665 CABLE TELEVISION</u>						
12665	51100	REGULAR SALARIES	64,110	16,727	47,383	26.09%
12665	51350	OVERTIME SALARIES	4,540	881	3,659	19.40%
12665	51700	RETIREMENT - MUNICIPAL	7,670	1,858	5,812	24.22%
12665	51730	SUPPLEMENTAL RETIREMENT	3,430	-	3,430	0.00%
12665	51740	SOCIAL SECURITY	0	60	-60	N/A
12665	51800	GROUP INSURANCE - HEALTH (see Note 8)	20,900	6,966	13,934	33.33%
12665	51810	GROUP INSURANCE - LIFE & DIS	1,050	257	793	24.52%
12665	51820	GROUP INSURANCE - DENTAL	1,010	253	757	25.07%
12665	51830	MEDICARE	1,000	231	769	23.06%
12665	52863	CONTRACTED SUPPORT	300	-	300	0.00%
12665	53100	OFFICE SUPPLIES	450	-	450	0.00%
12665	53125	SERVICE AGREEMENTS / TRAINING (see Note 6)	6,230	12,460	-6,230	200.00%
12665	53140	PROPERTY MAINTENANCE	500	-	500	0.00%
12665	54160	EQUIPMENT	9,000	443	8,557	4.93%
12665	55230	DUES AND MEETINGS	1,030	-	1,030	0.00%
12665	55350	RECRUITMENT EXPENSES	0	-	0	N/A
12665	55600	MISCELLANEOUS EXPENSES	1,000	-	1,000	0.00%
12665	59100	TELEPHONE	2,210	692	1,518	31.31%
			124,430	40,829	83,601	32.81%
<u>12970 DEBT SERVICE</u>						
12970	57100	LONG TERM NOTES P + I	295,168	83,668	211,500	28.35%
12970	57150	LONG TERM NOTES INTEREST	133,921	12,918	121,003	9.65%
12970	57200	TAX ANTICIP. NOTES - INT.	500	-	500	0.00%
			429,589	96,586	333,003	22.48%
<u>13071 CAPITAL OUTLAY</u>						
13071	47353	CASTLE HILL ROAD BRIDGE	330,756	1,250	329,506	0.38%
13071	58120	ROAD IMPROVEMENTS	300,000	-	300,000	0.00%
13071	58320	AMBULANCE	93,770	-	93,770	0.00%
13071	58344	TOWN FOREST IMPROVEMENT	9,000	-	9,000	0.00%
13071	58346	PROPERTY TRUST	75,000	-	75,000	0.00%
13071	58351	EARNTIME TRUST	0	-	0	N/A
13071	58361	FACILITIES IMPROVEMENT TRUST	0	-	0	N/A
13372	60110	RAIL TRAIL RESERVE FUND	0	-	0	N/A
13071	58421	CASTLE HILL CONSTRUCTION	0	-	0	N/A
13071	58443	HVAC FOR FIRE	0	-	0	N/A
13071	58446	TOWN PHONE SYSTEM REPLACEMENT	0	-	0	N/A
13071	58447	LIBRARY CARPET FLOORS REPAINTING	0	-	0	N/A
13071	58448	DISPATCH COMMAND CENTER	0	-	0	N/A
13071	58449	275th ANNIVERSARY CELEBRATION	0	-	0	N/A

ORG	OBJ	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAIL. BUDGET	% used Budget
13071	58450	MARSTON FINN DAM	214,150	176,713	37,438	82.52%
13071	58451	FIRE TRUCK QUINT 2017	0	-	0	N/A
13071	58452	FIRE DEPT RADIOS	0	-	0	N/A
13071	58453	TOWN BEAUTIFICATION	50,000	-	50,000	0.00%
13071	58454	LIBRARY ROOF	0	-	0	N/A
13071	58455	WATER STUDY	0	-	0	N/A
13071	58456	GREENWAY TRAIL RoW CONVEYANCE	0	-	0	N/A
13071	58457	FACILITIES IMPROVEMENT FUND USE	0	-	0	N/A
13071	58469	RAIL TRAIL IMPROVEMENTS	180,000	-	180,000	0.00%
13071	58470	POLICE DEPARTMENT ROOF	65,000	-	65,000	0.00%
			1,317,676	177,962	1,139,714	13.51%
<u>13566 SPECIAL ACCOUNTS</u>						
13566	58461	AFG GRANT COMPRESSOR 2019	50,000	49,900	100	99.80%
13566	58464	SEARLES IMPROVEMENT BOND	300,000	-	300,000	0.00%
13566	58468	AFG GRANT RESCUE TOOL	50,000	-	50,000	0.00%
			400,000	49,900	350,100	12.48%
<u>13668 RETIREMENT</u>						
13668	50500	GROUP 1 SERVICE CHARGE	4,000	-	4,000	0.00%
			4,000	0	4,000	0.00%
<u>13669 INSURANCE</u>						
13669	52340	WORKERS COMPENSATION (see Note 1)	228,475	91,387	137,088	40.00%
13669	52347	GROUP INSURANCE - HEALTH	0	341	-341	N/A
13669	52351	UNEMPLOYMENT COMPENSATION	1,400	-	1,400	0.00%
13669	52355	MISCELLANEOUS	2,000	4,039	-2,039	201.95%
13669	52356	N.H. LIABILITY TRUST	108,770	-	108,770	0.00%
			340,645	95,767	244,878	28.11%
<u>13670 ABATEMENTS</u>						
13670	55600	MISCELLANEOUS EXPENSES	0	10,299	0	N/A
			0	10,299	0	N/A
<u>13671 DONATIONS/GIFTS</u>						
13671	55600	MISCELLANEOUS EXPENSES	0	4,845	0	N/A
			0	4,845	0	N/A
<u>13674 GRANTS - OTHER</u>						
13674	58386	RAIL TRAIL GRANT	0	-	0	N/A
13674	58387	GREENWAY TRAIL GRANT	0	-	0	N/A
13674	58388	STATE OF NH GRANT	0	-	0	N/A
13674	58389	HWY TRUCK GRANT 5	180,000	170,130	9,870	94.52%
			180,000	170,130	9,870	94.52%
<u>13675 REFUNDS/REIMBURSEMENTS</u>						
13675	55600	MISCELLANEOUS EXPENSES	0	215	-215	N/A
			0	215	-215	N/A
GRAND TOTAL (including carryovers)			18,037,115	3,973,698	14,078,561	22.03%