

CITY OF LACONIA
NEW HAMPSHIRE
Fiscal Year 2022-2023



Approved
Expenditure Plan

Approved June 27, 2022

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April 11, 2022

To: The Honorable Mayor Andrew Hosmer and Members of the Laconia City Council:

In accordance with the City Charter, I am pleased to submit to you the proposed Expenditure Plan for Fiscal Year 2023. This plan includes the City Manager's proposed budget for City services, revenue estimates, a lump sum School Department appropriation submitted by the School Board, the State property tax assessment determined by the New Hampshire Department of Revenue and the estimated tax assessment from Belknap County. These categories comprise the General Fund and are the basis for determining the property tax levy.

This budget proposal prioritizes and supports core municipal services in the areas of public safety, education and infrastructure maintenance. Other important governmental functions are also supported through this budget. This submitted proposal complies with the Tax Cap language found in our City Charter.

Also found within this proposal are the enterprise funds of the Water Department, Sanitary Sewer and Internal Service Funds. There are two Special Revenue Funds set up for the City's operation of the Ambulance Service and Motorcycle Week event. Additionally, there are three Tax Increment Financing districts within the City and those amounts are included in the budget document as well.

TAX CAP

At the November 8, 2005 City election, the voters amended the Laconia City Charter to place a cap on the amount of funds that may be raised by property taxes each year. In each year, the net amount of money to be raised in taxes may increase in the following year by using two factors:

- The first factor is designed to allow spending to increase by no more than the rate of inflation as determined by the Consumer Price Index – Urban (CPI-U) for the prior year. The CPI-U for 2021 was 4.7%. It allows for additional spending of \$2,287,995 combined for the City, Schools and Belknap County.
- The second factor is designed to allow for additional spending of the revenue derived by new assessed construction value, less the value of building demolition during the year. The new construction value (net) is \$48,615,456 million, which allows for additional spending of \$2,287,995 combined for the City, Schools and Belknap County.
- These two tax cap factors are then added to the "FY 2022 Amount to be Raised by Taxes" to determine the new "Maximum Increase in Amount Raised by Taxes FY23".

Municipal Entity	FY 2022 Amount to be Raised by Taxes	National CPI-U* 4.70%	New Construction Value	Maximum Increase in Amt. Raised by Taxes FY23	Proposed Increase in Amt. Raised by Taxes FY23
City	\$19,621,008	\$922,187	\$365,102	\$1,287,289	\$981,624
School	\$26,515,407	\$1,246,224	\$503,656	\$1,749,880	\$1,136,686
County	\$2,544,332	\$119,584	\$48,129	\$167,713	\$473,165
TOTALS	\$48,680,747	\$2,287,995	\$916,888	\$3,204,883	\$2,591,475

The City departments, as is their normal charge, prepared their budget requests based on what they consider to be the needs of their department. This is shown throughout the budget in the column labeled "FY 2023 Dept. Request". The column labeled "FY 2023 Manager" lists the recommendations of the City Manager and shows the difference – if any – from the department request.

The School Department request was included with the figures submitted by the School Board. The County apportionment is based on the most recent figures from the County Budget.

Budget Summary

- Net City (non-school) spending **increases** by \$966,124 (4.93%) over the current year.
- School Department spending, excluding all Federal and Food Service funds, **increases** by \$1,703,100 (4.0%) over the current year.
- State School Assessment spending decreases by \$1,309,363 (28.5%) over the current year.
- The estimated Belknap County spending is anticipated to increase by 18.6% from the current year, as reported by County officials.
- City non-property tax revenues (excluding use of fund balance) **increases** by 10.9% or \$981,126. The amount of fund balance being used **decreases** by \$15,000 to \$685,000.
- Assessed valuation **increases** by \$48.6 million.

I have included within each department's budget a salary and personnel page, an organizational chart, a brief listing of activities and objectives that we are planning to accomplish with the spending recommended in this plan and a brief explanation of each account within the departments.

TAX RATE

The following is a comparison of each of the components of the proposed tax rate compared to the prior year tax rate, with percentage change calculated using Council approved rates.

Tax Type	FY21 Actual	FY22 Proposed	Increase (Decrease)	Percent Change
CITY	\$7.51	\$7.87	\$0.36	4.8%
LOCAL SCHOOL	\$8.53	\$9.31	\$0.78	9.1%
STATE SCHOOL	\$1.83	\$1.29	(\$0.54)	-29.5%
COUNTY	\$0.99	\$1.15	\$0.16	16.2%
Total	\$18.86	\$19.62	\$0.76	4.0%

Each year the City receives revenue from sources other than property taxes. The revenue details are shown beginning on page 54 of the budget document.

Total City non-property tax revenues (including the use of fund balance) are anticipated to increase by 10.9% from the current year which equates to a \$981,126 increase. Below is a brief narrative summary of each major revenue category with the anticipated change from the prior year budget estimates.

NON-PROPERTY TAXES (\$36,000 decrease = -11.2%) – This revenue category includes interest on delinquent taxes, redemption interest (interest accrued after the tax lien process) and boat taxes. The decrease is in the category of Redemption Interest and is reflective of lower interest income.

INTERGOVERNMENTAL REVENUE (\$202,686 increase = 11.8%) – This revenue category contains primarily Rooms & Meals Tax, Highway Block Grant distributions and miscellaneous government programs, including covid aid. The increase is due to anticipated Highway Block Grant increases included in SB401 and increases in Rooms and Meals payments.

LICENSES & PERMITS (\$255,600 increase = 6.5%) – This revenue category includes license and permit revenue which is primarily made up of motor vehicle registration. The primary factor driving the increase is motor vehicle registration revenue, which continues to climb.

CHARGES FOR SERVICES (\$390,500 increase = 23.0%) – This revenue category is made up of income generated by the various City departments. The major factors contributing to the increase are Police Extra Duty reimbursements and Transfer Station trash disposal accounts.

INTEREST ON GENERAL FUND DEPOSITS (0% change) – This revenue stream is expected to stabilize with new interest rates.

PARKING (\$12,640 increase = 5.8%) – Major changes in this revenue stream include the proposed increase in parking rates on Lakeside Avenue and at Endicott Park, increased parking violation revenue and a reduction in Colonial Block residential condominium unit parking revenue, which is realized in a 5-year cycle.

PAYMENT IN LIEU OF TAXES (\$20,700 increase = 4.9%) – This revenue category is made up of income received from landowners in town who operate under PILOT agreements instead of paying property taxes.

MISC. REVENUES (\$135,000 increase = 23.7%) – This revenue category is made up of income generated from various sources. Major changes include the transfer of funds from the Health Insurance Stabilization reserve and an anticipated premium return from the City's health insurance provider.

USE OF FUND BALANCE – The use of Fund Balance is budgeted at \$685,000 which is a \$15,000 reduction from the amount used last year. Significant gains over the past 10 budgets have reduced the City's dependence on drawing on Fund Balance from a high of \$1,268,000 to the current proposed level which is a reduction of more than \$580,000. Current & prior City Councils should be congratulated for these continued gains.

EXPENDITURES AND MAJOR INITIATIVES

The following paragraphs address some of the major budget impacts that are driving the various increases and decreases contained within this proposal.

WAGES – The City has four collective bargaining units and a number of non-union personnel. The current one-year contracts approved in 2021 all expire on June 30, 2022. The budget assumes that agreements with the remaining bargaining units will parallel past agreements. Contained within this budget proposal are wage adjustments that reflect increases for Steps and COLA's for the fiscal year beginning July 1, 2022.

HEALTH INSURANCE – In March 2021 the City was advised by the New Hampshire Interlocal Trust that employee health insurance rates will increase by 9.28% for the upcoming year. Total costs in this budget are based on this rate, as it is applied to our current employee census, insurance offerings and employee cost-share of premium.

NH RETIREMENT SYSTEM – The City's contribution to the NHRS as a percentage of payroll is unchanged from FY22 levels. Any increases are due to underlying increase in salary expense.

STAFFING – The proposed budget includes one additional Buildings and Grounds position in the Recreation and Facilities Department, 4 new police officer positions, 3 of which are funded through a COSSAP grant, one new Police Assistant Prosecutor position (6 months), and 4 additional Firefighter AEMT positions funded (6 months).

CAPITAL OUTLAY – The Capital Outlay line item within the operating budget on a cash basis is \$2,000,000 which reflects a \$220,000 increase, or 12.3% over the prior year. The cash funding proposal of \$2,000,000 in capital outlay reflects 6.5% of Total City Appropriations. This significant number, funded on a regular basis, assists in reducing debt burden, provides flexibility in budgeting and helps to maintain existing infrastructure in good condition.

The Capital Improvement Committee has reviewed all of these projects and has provided their prioritized recommendations. A complete chart of CIP projects appears on page 12.

Specific capital projects that I am recommending be funded are detailed below:

- **\$25,000 – Door Replacement on Memorial Park House** – This appropriation will fund replacement of these doors which are old and failing. The new doors will be ADA accessible.
- **\$25,000 – Playground Revitalization** – This appropriation will fund replacement of playground equipment that has become unsafe due to age and wear.
- **\$35,000 – Police Portable Radios** – This appropriation will fund replacement of radios that have reached the end of their life expectancy and for which parts are no longer available.
- **\$75,000 – Police Technology** – This appropriation allows the Police Department to incorporate technological advancements as they become available.
- **1,500,000 – Road Repair and Maintenance** – This appropriation will fund general road repair and resurfacing projects throughout the City.

- **\$75,000 - Sidewalk Repair/Construction** – This appropriation will fund ongoing sidewalk repair and replacement projects throughout the City.
- **\$75,000 – Bridge Repair and Maintenance** – This appropriation will fund routine repairs and maintenance of City bridges in order to extend their useful life.
- **\$75,000 – City-Wide Drainage Improvements** – This appropriation will fund improvements to the City's drainage infrastructure.
- **\$10,000 – Morin Rd. Remediation Work** – This funding continues the site work at the Morin Rd. Landfill in conjunction with DES requirements.
- **\$50,000 – Stormwater Engineering Study & Design** - This appropriation will fund the study of ongoing drainage problem areas for future repairs.
- **\$10,000 – Fences, Guard Rails, Railings, Retaining Wall Repair** - This appropriation will fund repairs and improvements to the City's infrastructure.
- **\$20,000 – Weirs Docks Repair and Maintenance** – This appropriation will fund repairs to the public docks at the Weirs. Individual boards are replaced as they break, the last comprehensive dock repair project was in the 1990s.
- **\$25,000 – Rectangular Rapid Flashing Beacon** – RRFBs are installed at high-risk crossings to enhance pedestrian safety.

Capital Outlay – Bonded

I proposed issuing two bonds in FY23, a \$6,000,000 bond to fund the reconstruction of the downtown parking garage and a \$700,000 bond to fund the purchase of trash collection totes. The budget includes a total of \$134,000 as payment for interest on these bonds. The first principal payments will not be due until FY24.

SCHOOL DEPARTMENT - Page 3

The School Board and School Department have submitted a budget overview document for the General Fund. Additional details will be made available to the City Council in the near future.

SEWER FUND - Page 116

I am proposing an operating budget of \$4,839,294 in the Sewer Fund and an additional \$2,630,000 in capital outlay (shown on page 121).

WATER FUND – Page 126

I have included the Water Commission's recommended budget for the next fiscal year which proposes an operating budget appropriation of \$3,307,662. The City Council is the final authority over the Water Commission's budget and may approve the budget as submitted, modify it, or return it to the Commission seeking modifications pending final approval.

INTERNAL SERVICE FUND – Page 142

I am proposing a \$1,479,245 Internal Service Fund (ISF) budget, including an expenditure of \$580,000 for vehicles (see page 12). The ISF was first implemented in the 1998-1999 budget and is intended to provide vehicle repair, maintenance, fuel and acquisition funding for vehicle replacements.

MOTORCYCLE WEEK FUND – Page 149

I am proposing a Motorcycle Week budget of \$162,262. This budget is in keeping with actual expenditures from prior years.

AMBULANCE EMS FUND – Page 151

I am proposing a \$1,209,372 Ambulance-EMS budget for FY23. The proposal is based on prior year expenses and revenues.

TAX INCREMENT FINANCING (TIF) DISTRICTS – Page 153 The City has established three separate TIF Districts to capture up to 50% of new property tax revenue created within those districts in order to implement the development plans established for these areas. I propose a budget of \$250,000 for Downtown, \$8,129 for Lakeport and \$170,000 for the Weirs TIF's.

SUMMARY

In the coming weeks, I look forward to presenting more detailed information along with the Department Heads regarding the various revenue and expenditure items included in this proposed budget. I trust that the Mayor & City Council, along with all of Laconia's residents, will thoroughly review this document and offer direction on how to best move the City forward.

I want to recognize our Department Heads and all of their staff for the considerable effort they put forth in creating and fine-tuning this budget document. Thanks also to the School Board and School Administration for their work in crafting the School budget. I wish to specifically thank staff for all of their time and contributions throughout the development of this budget.

The entire City staff and I look forward to working with the Mayor and City Council as you deliberate over this plan and we are always available to provide additional information or answer questions.

Respectfully submitted,



Scott Myers
City Manager

**CITY OF LACONIA
ANNUAL BUDGET
FY 2022-2023**

TABLE OF CONTENTS

	<i>Page</i>
<u>SUMMARY</u>	
CITY EXPENDITURE PLAN	1
CITY ANTICIPATED REVENUES	2
SCHOOL EXPENSE AND REVENUE SUMMARY	3
REVENUE/EXPENDITURE IMPACT	4
SUMMARY CHARTS	5
ANTICIPATED GRANTS	7
<u>GENERAL FUND EXPENDITURES</u>	
ADMINISTRATION	8
FY 2022-2023 Budget	
Salary Detail	
Activities and Objectives	
Account Descriptions	
ADMINISTRATION – CAPITAL OUTLAY	12
FY 2022-2023 Budget	
Project Descriptions	
ADMINISTRATION-CAPITAL OUTLAY TO BE BONDED	21
ADMINISTRATION-NON-DEPARTMENTAL	23
FY 2022-2023 Budget	
Account Descriptions	
ADMINISTRATION-SPECIAL ITEMS	25
FY 2022-2023 Budget	
Account Descriptions	
ADMINISTRATION-INFORMATION TECHNOLOGY	28
FY 2022-2023 Budget	
Account Descriptions	
ADMINISTRATION-LICENSING	31
FY 2022-2023 Budget	
Salary Detail	
Account Descriptions	
ASSESSING	33
FY 2022-2023 Budget	
Salary Detail	
Account Descriptions	
Activities and Objectives	
CODE ENFORCEMENT	37
FY 2022-2023 Budget	
Salary Detail	
Account Descriptions	
Activities	
CONSERVATION COMMISSION	41
FY 2022-2023 Budget	
Account Descriptions	
Activities and Objectives	

Table of Contents

	<i>Page</i>
FINANCE-FISCAL	45
FY 2022-2023 Budget	
Salary Detail	
Activities and Objectives	
Account Descriptions	
FINANCE-EMPLOYEE BENEFITS	50
FY 2022-2023 Budget	
Account Descriptions	
FINANCE-INSURANCE	52
FY 2022-2023 Budget	
Account Descriptions	
FINANCE-GENERAL FUND REVENUES	54
FY 2022-2023 Budget	
FINANCE-DEBT PRINCIPAL & INTEREST	56
FY 2022-2023 Budget	
FINANCE-REIMBURSEABLES	57
FY 2022-2023 Budget	
FIRE DEPARTMENT	59
FY 2022-2023 Budget	
Salary Detail	
Account Descriptions	
LEGAL	66
FY 2022-2023 Budget	
LIBRARY	68
FY 2022-2023 Budget	
Salary Detail	
Account Descriptions	
PLANNING	73
FY 2022-2023 Budget	
Salary Detail	
Account Descriptions	
Activities and Objectives	
POLICE DEPARTMENT	79
FY 2022-2023 Budget	
Salary Detail	
Account Descriptions	
PUBLIC WORKS DEPARTMENT	86
FY 2022-2023 Budget	
Salary Detail	
Account Descriptions	
Expense History	
PUBLIC WORKS-SOLID WASTE	93
FY 2022-2023 Budget	
Salary Detail	
Account Descriptions	
RECORDS-CITY CLERK	95
FY 2022-2023 Budget	
Salary Detail	
Account Descriptions	
RECORDS-ELECTIONS	99
FY 2022-2023 Budget	
Account Descriptions	

Table of Contents

	<i>Page</i>
RECREATION & FACILITIES DEPARTMENT	101
FY 2022-2023 Budget	
Salary Detail	
Account Descriptions	
Activities & Goals	
RECREATION & FACILITIES-MAINTENANCE	108
FY 2022-2023 Budget	
Account Descriptions	
WELFARE DEPARTMENT	111
FY 2022-2023 Budget	
Salary Detail	
Account Descriptions	
<u>ENTERPRISE FUNDS</u>	114
SANITARY SEWER & WATER WORKS SUMMARY	115
SANITARY SEWER FUND	116
FY 2022-2023 Budget	
Salary Detail	
Account Descriptions	
Capital Outlay Budget	
Account Descriptions	
Expense History	
WATER WORKS	126
Revenue Detail	
FY 2022-2023 Budget	
Salary Detail	
Activities and Objectives	
Account Descriptions	
Capital Budget	
<u>INTERNAL SERVICE FUND</u>	
ISF – SUMMARY	141
ISF-VEHICLE REPAIR	142
FY 2022-2023 Budget	
Salary Detail	
Account Descriptions	
ISF-VEHICLE REPLACEMENT	147
FY 2022-2023 Budget	
<u>SPECIAL REVENUE FUNDS</u>	
MOTORCYCLE WEEK	148
FY 2022-2023 Budget	
AMBULANCE- EMERGENCY MEDICAL SERVICES	150
FY 2022-2023 Budget	
<u>TAX INCREMENT FINANCING FUNDS</u>	152
TIF-DOWNTOWN	
TIF -LAKEPORT	
TIF-WEIRS	
<u>RESOLUTIONS</u>	
BUDGET RESOLUTION – 2202-08	154
ROLLOVER RESOLUTION – 2022-10	156

CITY OF LACONIA-EXPENDITURE PLAN
FISCAL YEAR 2022-2023

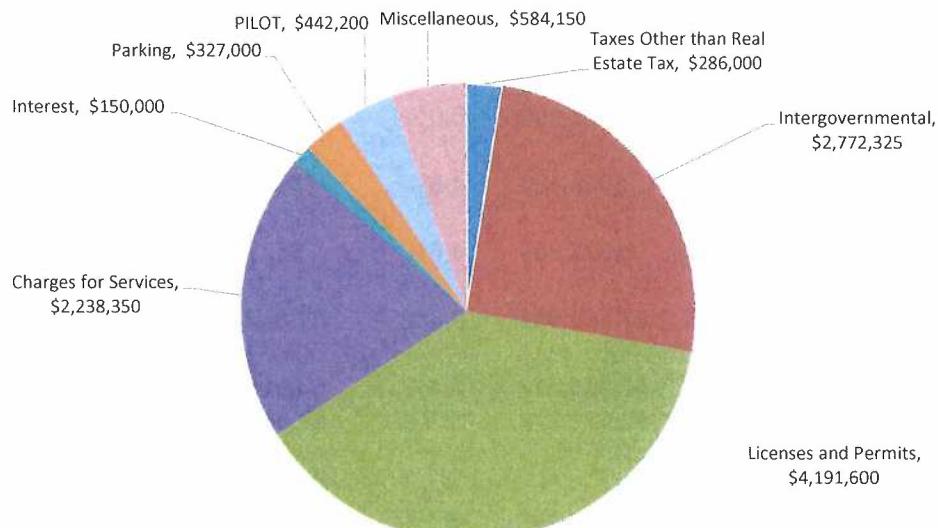
DEPARTMENT	2021-2022 COUNCIL	2022-2023 DEPT REQ	% DEPT 22-23	2022-2023 MANAGER	% MNGR 22-23	2022-2023 COUNCIL	% COUNCIL 22-23
1. ADMINISTRATION	\$276,866	\$281,215	1.6%	\$279,215	0.8%	\$279,215	0.8%
a. CAPITAL OUTLAY	\$1,780,000	\$12,244,360	587.9%	\$2,000,000	12.4%	\$2,704,000	51.9%
b. NON DEPARTMENTAL	\$448,004	\$501,476	11.9%	\$476,759	6.4%	\$646,759	44.4%
c. SPECIAL ITEMS	\$239,019	\$307,600	28.7%	\$263,600	10.3%	\$263,600	10.3%
d. INFORMATION TECH.	\$205,130	\$259,900	26.7%	\$235,900	15.0%	\$250,900	22.3%
e. LICENSING BOARD	\$11,883	\$12,969	9.1%	\$12,969	9.1%	\$12,969	9.1%
2. ASSESSING	\$244,499	\$255,994	4.7%	\$255,994	4.7%	\$255,994	4.7%
3. CODE ENFORCEMENT	\$160,136	\$188,151	17.5%	\$188,151	17.5%	\$188,151	17.5%
4. CONSERVATION COMM	\$4,500	\$4,500	0.0%	\$3,500	-22.2%	\$3,500	-22.2%
5. FINANCE							
a. FISCAL	\$745,618	\$762,887	2.3%	\$762,887	2.3%	\$762,887	2.3%
b. EMPLOYEE BENEFITS	\$1,537,504	\$1,647,292	7.1%	\$1,624,174	5.6%	\$1,624,174	5.6%
c. INSURANCE	\$492,958	\$507,380	2.9%	\$507,380	2.9%	\$507,380	2.9%
d. PRINCIPAL & INTEREST	\$2,585,811	\$2,583,851	-0.1%	\$2,583,851	-0.1%	\$2,583,851	-0.1%
e. REIMBURSABLES	\$165,300	\$165,000	-0.2%	\$165,000	-0.2%	\$165,000	-0.2%
6. FIRE	\$4,991,190	\$5,411,855	8.4%	\$5,356,311	7.3%	\$5,301,311	6.2%
8. LEGAL	\$96,000	\$96,000	0.0%	\$102,000	6.3%	\$102,000	6.3%
9. LIBRARY	\$885,726	\$928,126	4.8%	\$914,126	3.2%	\$914,126	3.2%
10. PLANNING	\$308,103	\$322,789	4.8%	\$322,789	4.8%	\$322,789	4.8%
11. POLICE	\$7,027,585	\$7,646,434	8.8%	\$7,505,910	6.8%	\$7,505,910	6.8%
12. PUBLIC WORKS	\$2,852,619	\$3,035,312	6.4%	\$3,014,165	5.7%	\$3,014,165	5.7%
a. SOLID WASTE	\$2,351,010	\$2,672,279	13.7%	\$2,639,481	12.3%	\$2,789,481	18.7%
13. RECORDS							
a. CITY CLERK	\$177,054	\$168,095	-5.1%	\$168,095	-5.1%	\$168,095	-5.1%
b. ELECTIONS	\$27,900	\$32,400	16.1%	\$32,400	16.1%	\$32,400	16.1%
14. RECREATION & FACILITIES	\$831,443	\$1,019,386	22.6%	\$973,233	17.1%	\$973,233	17.1%
a. CITY HALL MAINT	\$77,100	\$79,490	3.1%	\$79,490	3.1%	\$79,490	3.1%
b. COMMUNITY CENTER	\$44,850	\$46,155	2.9%	\$46,155	2.9%	\$46,155	2.9%
c. POLICE STATION	\$141,000	\$145,200	3.0%	\$145,200	3.0%	\$145,200	3.0%
15. WELFARE	\$84,199	\$86,523	2.8%	\$86,523	2.8%	\$86,523	2.8%
TOTAL CITY APPROPRIATION	\$28,793,007	\$41,412,618	43.8%	\$30,745,257	6.8%	\$31,729,257	10.2%

CITY OF LACONIA-ANTICIPATED REVENUES FISCAL YEAR 2022-23

	<u>2021-2022 COUNCIL</u>	<u>2022-23 DEPT REQ</u>	<u>%DEPT 22-23</u>	<u>2022-23 MANAGER</u>	<u>% MNGR 22-23</u>	<u>2022-23 COUNCIL</u>	<u>% COUNCIL 22-23</u>
TAXES OTHER THAN PROPERTY TAX	\$322,000	\$286,000	-11.2%	\$286,000	-11.2%	\$286,000	-11.2%
INTERGOVERNMENTAL REVENUE	\$1,710,639	\$1,622,325	-5.2%	\$1,913,325	11.8%	\$2,772,325	62.1%
LICENSES, PERMITS & FEES	\$3,936,000	\$4,169,600	5.9%	\$4,191,600	6.5%	\$4,191,600	6.5%
CHARGES FOR SERVICES	\$1,697,850	\$1,954,350	15.1%	\$2,088,350	15.1%	\$2,238,350	31.8%
INTEREST ON GF DEPOSITS	\$150,000	\$150,000	0.0%	\$150,000	0.0%	\$150,000	0.0%
PARKING REVENUE	\$219,360	\$197,000	-10.2%	\$232,000	-10.2%	\$327,000	49.1%
PILOT	\$421,500	\$442,200	4.9%	\$442,200	4.9%	\$442,200	4.9%
MISCELLANEOUS	\$569,150	\$495,150	-13.0%	\$704,150	23.7%	\$584,150	2.6%
TOTAL CITY NON-TAX REVENUE	\$9,026,499	\$9,316,625	3.2%	\$10,007,625	10.9%	\$10,991,625	21.8%

Revenue Detail can be found in Finance section of the budget

City Revenue Detail FY23 - Other Than Property Tax



REVENUE SOURCES	MS-24 FY 20-21	MS-24 FY 21-22	MS-24 FY 22-23 Estimate
<u>REVENUE FROM STATE SOURCES</u>			
3111 Adequate Education Aid***	11,271,358	11,695,549	11,086,143
3210 Building Aid	681,203	670,195	563,629
3230 Sped Aid (Catastrophic Aid)	169,307	169,307	169,307
3240 Area Vocational/Alt School	1,065,000	1,065,000	1,065,000
3260 Child Nutrition Grant	50,920	50,920	50,920
3261 Child Nutrition	16,650	16,650	16,650
3290 Other State	-	-	-
TOTAL REVENUE FROM STATE	13,254,438	13,667,621	12,951,649
<u>REVENUE FROM FEDERAL SOURCES</u>			
4300 Other Federal (Direct From Federal)	200,000	200,000	200,000
4520 TITLE I - X	1,523,940	1,523,940	1,523,940
4540 Vocational Education	186,845	201,208	201,208
4550 Adult Education	266,068	266,068	97,939
4560 Child Nutrition Programs	709,000	709,000	709,000
4570 Handicapped Programs	603,435	603,435	603,435
4580 Medicaid Reimbursements	642,007	597,797	600,000
4590 Grants from Other Sources	1,339,977	1,339,977	1,339,977
4591 Other Federal	524,995	524,995	524,995
TOTAL REVENUE FROM FEDERAL	5,996,267	5,966,420	5,800,494
<u>LOCAL REVENUE OTHER THAN TAXES</u>			
1316 Tuition - Adult Ed/ Alt Ed	75,000	-	80,000
1321 Tuition - Summer School	1,500	1,500	1,500
1332 Tuition - Handicap	20,000	20,000	20,000
1349 Tuition - Voc Ed	355,000	355,000	355,000
1710 Public Activities - Gate Receipts	5,000	5,000	5,000
1600 Food Sales	486,561	498,827	498,827
1900 Other Revenue -	389,833	244,601	140,196
1912 Rental - Other	5,000	5,000	5,000
5250 Transfer from Trust Funds	375,000	354,775	350,000
TOTAL REVENUE FROM LOCAL SOURCES	1,712,894	1,484,703	1,455,523
TOTAL ESTIMATED REVENUE	20,963,599	21,118,744	20,207,666
NET AMOUNT TO BE RAISED BY TAXES	21,312,818	21,917,232	24,410,061
TOTAL REVENUES	42,276,417	43,035,976	44,617,727

SUMMARY OF APPROPRIATIONS	21 GENERAL FUND	22 FEDERAL/STATE PROJECTS	25 NUTRITIONAL PROGRAMS
TOTAL APPROPRIATION	36,368,026	37,100,956	38,850,836
	4,645,260	4,659,623	4,491,494
	1,263,131	1,275,397	1,275,397

(1) Total revenue from nutritional programs equals appropriations for nutritional programs fun	1,263,131	1,275,397	1,275,397
(2) Total revenue from federal sources excluding nutritional programs equals appropriation fo	4,645,260	4,659,623	4,491,494
federal projects fund 22.	5,908,391	5,935,020	5,766,891

TAX RATE ESTIMATE

NET ASSESSED VALUATION	2,382,861,491	2,568,395,863	2,617,011,319
NET SCHOOL APPROPRIATION (LOCAL)	21,312,818	21,917,232	24,410,061
SCHOOL TAX PER \$1,000 VALUATION (LOCAL)	8.94	8.53	9.33
AMOUNT OF STATE GRANT***	6,801,699	7,097,374	7,797,331
AMOUNT OF STATE-WIDE TAX***	4,469,659	4,598,175	3,288,812
STATE WIDE EQUALIZED TAX RATE	1.92	1.83	1.46
TOTAL SCHOOL TAX RATE PER \$1,000	10.86	10.36	10.79
CHANGE IN TOTAL SCHOOL TAX RATE	(0.65)	(0.50)	0.43

***STATE GRANT PLUS STATE PROPERTY TAX EQUALS ADEQUATE EDUCATION AID

NET AMOUNT TO BE RAISED IN TAXES PLUS STATE PROPERTY TAX - **25,782,477** **26,515,407** **27,698,873**

REVENUE/EXPENDITURE IMPACT

FISCAL YEAR 2022-2023

	<u>2021-22</u> <u>COUNCIL</u>	<u>2022-23</u> <u>DEPT REQ</u>	<u>%DEPT</u> <u>REQ</u>	<u>2022-23</u> <u>MANAGER</u>	<u>% CHANGE</u> <u>MNGR</u>	<u>2022-23</u> <u>COUNCIL</u>	<u>%</u> <u>CHANGE</u> <u>COUNCIL</u>
CITY							
TOTAL CITY APPROPRIATION	\$28,793,007	\$41,412,618	43.8%	\$30,745,257	6.8%	\$31,729,257	10.2%
LESS CITY EST REVENUES	\$9,026,499	\$9,316,625	3.2%	\$10,007,625	10.9%	\$10,991,625	21.8%
LESS USE OF SURPLUS	\$700,000	\$700,000	0.0%	\$685,000	-2.1%	\$685,000	
NET CITY W/O ABATE. & CREDITS	\$19,066,508	\$31,395,993	64.7%	\$20,052,632	5.2%	\$20,052,632	
OVERLAY FOR ABATEMENTS	\$160,000	\$0	-100.0%	\$120,000	-25.0%	\$120,000	-25.0%
WAR SERVICE CREDITS	\$410,000	\$0	-100.0%	\$430,000	4.9%	\$430,000	4.9%
NET CITY	\$19,636,508	\$31,395,993	59.9%	\$20,602,632	4.9%	\$20,602,632	
LOCAL SCHOOL							
SCHOOL APPROPRIATION	\$37,100,956	\$38,804,056	4.6%	\$38,804,056	4.6%	\$38,850,836	4.7%
FED & SCH LUNCH FUNDS	\$5,920,657	\$5,920,657	0.0%	\$5,920,657	0.0%	\$5,766,891	-2.6%
TOTAL SCHOOL APPROP	\$43,021,613	\$44,724,713	4.0%	\$44,724,713	4.0%	\$44,617,727	3.7%
LESS SCHOOL EST REVENUES	\$15,152,324	\$14,407,172	-4.9%	\$14,407,172	-4.9%	\$14,407,172	-4.9%
LESS FED & SCH LUNCH REV	\$5,952,057	\$5,954,260	0.0%	\$5,954,260	0.0%	\$5,800,494	-2.5%
TOTAL SCHOOL EST REV	\$21,104,381	\$20,361,432	-3.5%	\$20,361,432	-3.5%	\$20,207,666	-4.2%
NET SCHOOL	\$21,917,232	\$24,363,281	11.2%	\$24,363,281	11.2%	\$24,410,061	11.4%
LOCAL COUNTY							
COUNTY TAX ASSESSMENT	\$2,544,332	\$3,017,497	18.6%	\$3,017,497	18.6%	\$3,017,497	18.6%
TOTAL LOCAL							
APPROPRIATIONS	\$74,928,952	\$89,154,828	19.0%	\$79,037,467	5.5%	\$79,914,481	6.7%
LESS NON-TAX REVENUES	\$30,830,880	\$30,378,057	-1.5%	\$31,054,057	0.7%	\$31,884,291	3.4%
RAISED BY TAXES - LOCAL	\$44,098,072	\$58,776,771	33.3%	\$47,983,410	8.8%	\$48,030,190	8.9%
SCHOOL - STATE							
STATE ASSESSMENT	\$4,598,175	\$3,288,812	-28.5%	\$3,288,812	-28.5%	\$3,288,812	-28.5%
TOTAL RAISED BY TAXES	\$48,696,247	\$62,065,583	27.5%	\$51,272,222	5.29%	\$51,319,002	5.4%

POTENTIAL TAX RATE IMPACT

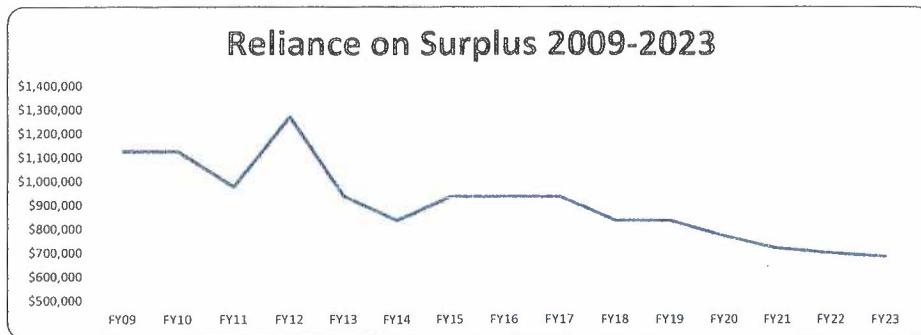
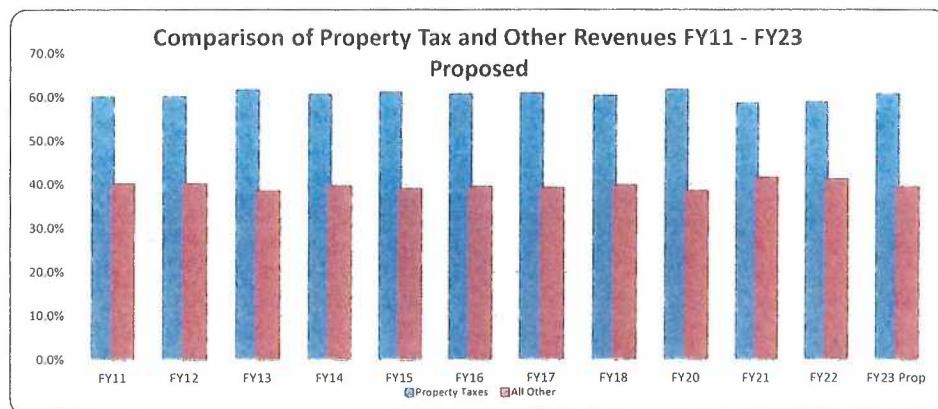
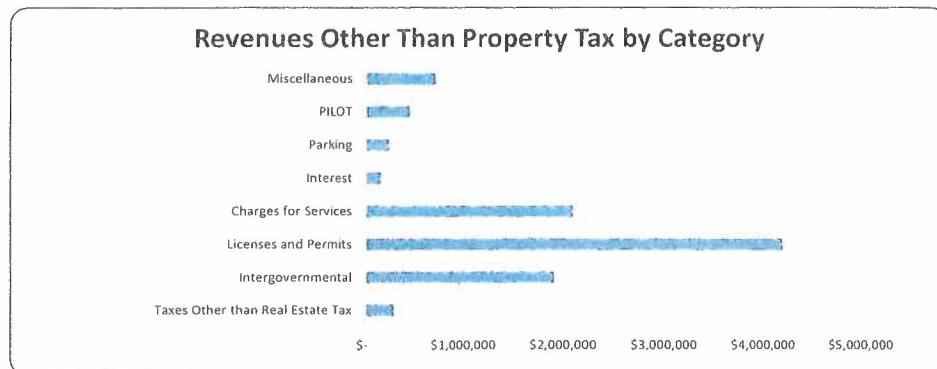
	FY22 Actual	FY23		FY23		FY23	
ASSESSED VALUATION w/o UTILITIES	\$2,568,395,863	\$2,617,011,319	1.89%	\$2,617,011,319	1.89%	\$2,617,011,319	1.89%
	\$2,510,077,893	\$2,558,693,349	1.94%	\$2,558,693,349	1.94%	\$2,558,693,349	1.94%
EST. TAX RATE IMPACT	FY22 Actual	DEPT REQ		MANAGER **		COUNCIL	
CITY	\$7.51	\$12.00	59.7%	\$7.87	4.8%	\$7.87	
LOCAL SCHOOL	\$8.53	\$9.31	9.1%	\$9.31	9.1%	\$9.33	9.4%
COUNTY	\$0.99	\$1.15	16.5%	\$1.15	16.2%	\$1.15	16.2%
STATE *	\$1.83	\$1.29	-29.76%	\$1.29	-29.5%	\$1.29	-29.5%
TOTAL	\$18.86	\$23.74	25.9%	\$19.62	4.0%	\$19.64	4.1%

Potential Tax Rate Increase

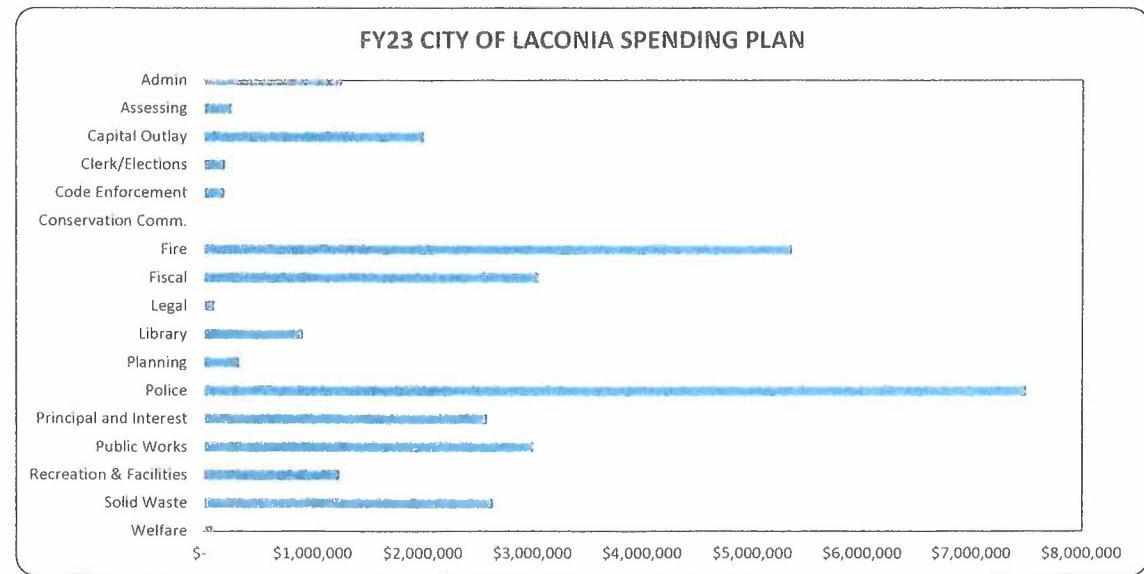
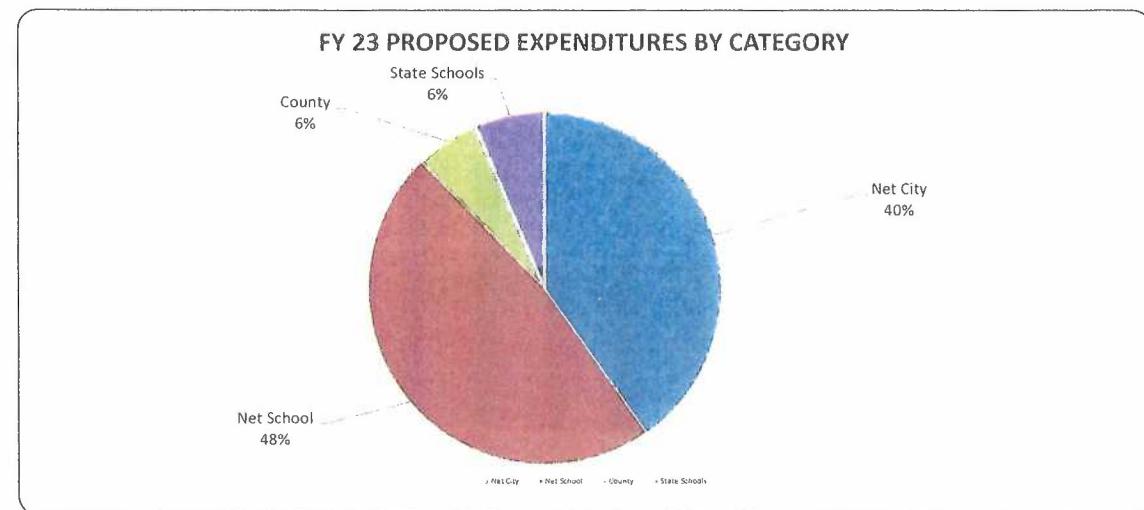
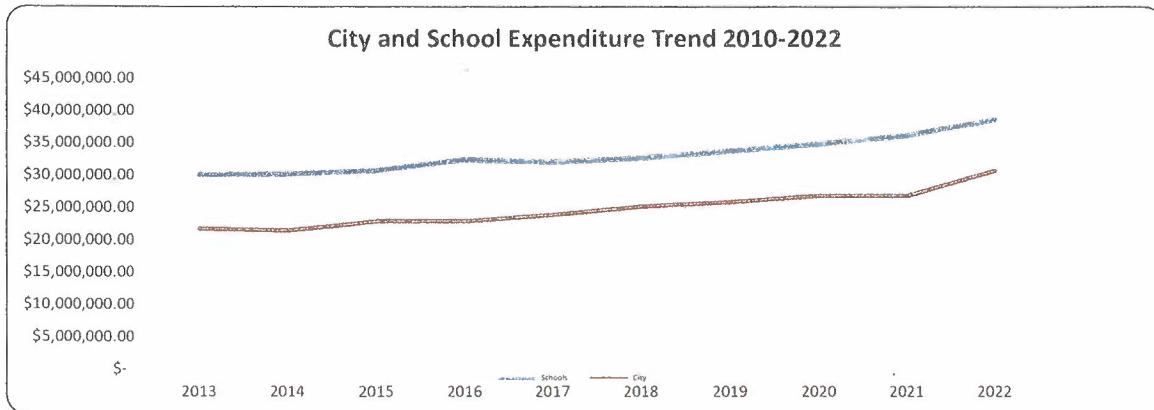
* Calculated on valuation w/o utilities

** Percentage increase calculated from prior year council approved budget

CITY OF LACONIA PROPOSED FY23 BUDGET REVENUE CHARTS



CITY OF LACONIA PROPOSED FY22 BUDGET EXPENDITURE CHARTS



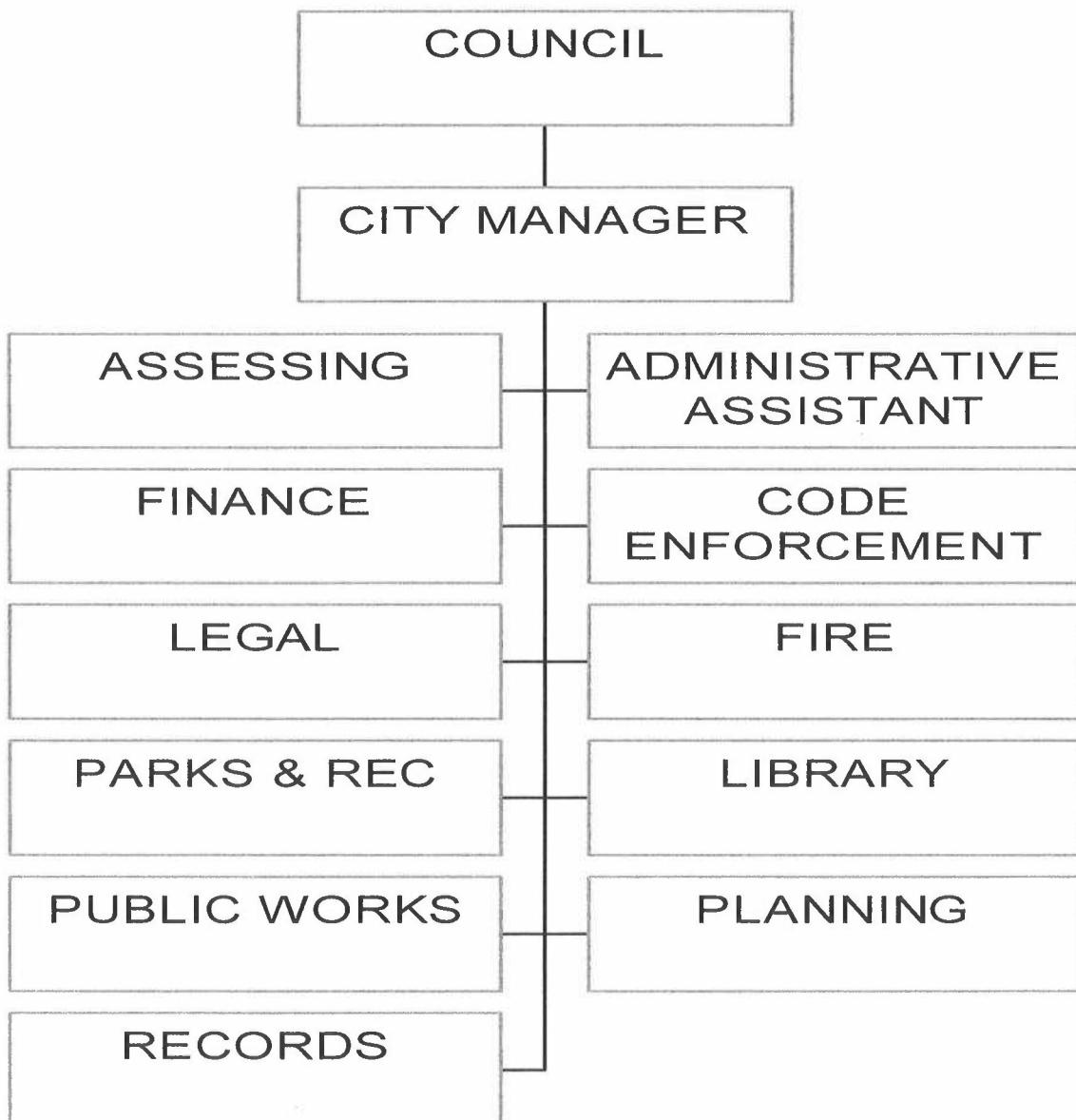
FY2022-2023 BUDGET
ANTICIPATED GRANTS

	<u>FY17-18</u>	<u>FY18-19</u>	<u>FY19-20</u>	<u>FY20-21</u>	<u>FY21-22</u>	<u>FY22-23</u>
City Clerk						
Moose Grant (record preservation)	\$10,000	\$10,000	\$0	\$10,000	\$10,000	
Center for Tech and Civic Life (elections)				\$7,761		
Fire						
FR-CARA				\$15,952		
Radio Improvement Grant	\$500,000					
Thermal Cameras			\$5,000			
Fire Gear	\$140,000					
Emergency Planning						
Walmart Community Grant			\$2,500	\$2,500		
Assistance to Firefighters				\$12,500		
Paramedic Training					\$15,000	\$42,300
Police						
Critical Infrastructure Hardening					\$120,000	
Critical Evidence & Equip. Storage Facility					\$250,000	
Opiod, Stimulant Substance Abuse					\$1,187,170 **	
Campus Hardening	\$95,000					
NHS Competitive Grant Recon Equipment						\$99,000
NHS Competitive Grant Camera Trailers	\$98,000					\$99,000
DOJ-NHDTF			\$60,000	\$60,000		\$60,000
DWI Patrols	\$20,839	\$19,239	\$13,695	\$8,000	\$2,000	\$3,000
Seat Belt/Join the NH Clique			\$364	\$2,000	\$2,000	\$3,000
COPS Grant	\$125,000		\$100,000	\$75,000	\$400,000 **	\$187,500
Speed Enforcement-STEP	\$15,600	\$10,633	\$8,842	\$8,000	\$6,000	\$6,000
Highway Safety Grant/Pedestrian Bicycle	\$13,031	\$3,493	\$11,980		\$3,000	\$3,000
Op Safe Commute			\$2,463	\$5,000	\$2,000	\$2,000
JAG	\$16,000	\$14,500	\$14,500	\$30,479	\$16,000	\$16,000
Highway Safety E-ticket?MDT	\$10,800				\$8,000	\$5,000
Distracted Driving Patrols	\$10,233	\$12,826	\$6,194	\$5,000	\$2,000	\$2,000
ALERRT Training	\$31,000	\$1,000				
HSEEP Active Shooting Exercise	\$55,000	\$52,258	\$50,000	\$40,000		\$50,000
Granite Hammer Opioid Reduction	\$85,000	\$50,000	\$50,000	\$55,000	\$60,000	\$85,000
Ballistic Vest Partnership-BVP	\$2,308	\$3,500	\$3,500	\$40,000	\$2,500	\$8,000
Equipment		\$773		\$5,000	\$30,000	
Dartmouth Hitchcock Bicycle Helmet Grant					\$5,000	\$5,000
NH Homeland Security Equipment Grant						\$99,000
Library						
Moose Grant						
Institute for Museum and Library Services						\$12,103
Planning						
DES Milfoil	\$10,000			\$23,364	\$20,000	
Conservation Commission						
Public Works						
Design of Academy Street Bridge (Multi Year) (underway) (80%)	\$230,056					\$230,056
Upgrade of Academy Street Bridge (Multi Year) FY2022 (80%)		\$675,000				
Design of Court Street Bridge (Multi year) (Underway) (80%)	\$247,034					
Construction of Court Street Bridge (Multi year) FY2020 ----- \$800,000 (80%)		\$800,000	\$1,914,400			
DES State Aid Grant: Elm Street Sewer Infrastructure Improvement Project					\$600,000	
Message Board Grant					\$20,000	
Transportation Alternative Grant					\$1,000,000	\$1,000,000
DES - Used Oil Heating System Grant					\$5,000	
ARPA Stormwater grant						\$867,000
Admin/Finance						
ARPA FY23						\$867,000
Community Development Finance Authority						
- Navigating Recovery	\$350,000					
- LR Community Development	\$150,000					
CDBG Coronavirus				\$365,163		
SANITARY SEWER FUND						
SAG - Elm Street Sewer						
Total Anticipated Grants	\$1,386,901	\$2,481,222	\$2,259,390	\$389,604	\$4,154,726	\$3,421,903

** Three year grant



ADMINISTRATION



	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>COUNCIL</u>
SALARIES								
01 401 101 0001 Mayor-Council	\$17,200	17,200	17,200	\$ 17,048	\$17,200	17,200	17,200	17,200
01 401 101 0002 City Manager	144,075	150,062	157,045	\$ 162,726	\$167,000	169,477	169,477	169,477
01 401 101 0003 Admin. Asst	45,036	47,432	50,873	\$ 53,570	\$57,130	58,912	58,912	58,912
01 401 105 0000 Overtime	331	236	352	\$ 106	-	-	-	-
01 401 106 0000 Sick-Hurt	896	7		\$ 232	-	-	-	-
01-401-106-0001 Personal Time	0	972	953	\$ 1,112	-	-	-	-
01 401 107 0000 Holidays	1,969	2,087	2,264	\$ 2,356	-	-	-	-
01 401 108 0000 Vacations	1,071	1,367	1,899	\$ 2,034	-	-	-	-
01 401 109 0000 Longevity	30	30	30	\$ 30	30	30	30	30
01 401 115 0000 Salary Adj.	-	-	-	\$ -	2,856	2,946	2,946	2,946
TOTAL SALARIES	\$210,608	\$219,392	\$230,615	\$ 239,214	\$244,216	\$248,565	\$248,565	\$248,565
OTHER								
01 401 201 0000 Telephones	\$1,479	1,872	1,769	\$ 1,830	1,800	1,800	1,800	1,800
01 401 207 0000 Postage	123	171	133	\$ 377	200	200	200	200
01 401 208 0000 Printing	-	-	-	\$ -	100	100	100	100
01 401 210 0000 Notices	837	271	831	\$ 803	1,000	1,000	1,000	1,000
01 401 212 0000 Copier	2,540	4,356	3,055	\$ 1,664	2,200	2,200	2,200	2,200
01 401 214 0000 Supplies	1,326	715	811	\$ 230	900	900	900	900
01 401 242 0001 Travel-Mgr.	4,639	2,509	2,970	\$ 326	4,000	4,000	2,000	2,000
01 401 245 0000 Dues-NHMA	15,519	16,222	16,051	\$ 16,166	16,500	16,500	16,500	16,500
01 401 245 0001 Dues-Mgr.	1,230	1,275	1,326	\$ 1,399	1,450	1,450	1,450	1,450
01 401 245 0002 Conf-Dues-Council	410	500	500	\$ -	500	500	500	500
01 401 303 0000 Miscellaneous.	1,021	1,929	1,556	\$ 1,026	1,000	1,000	1,000	1,000
01 401 303 0002 Emergency Management	-	500	-	\$ -	1,000	1,000	1,000	1,000
01 401 101 0004 Economic Develop.Exp.	-	1,500	-	\$ -	2,000	2,000	2,000	2,000
01 401 401 0000 Equipment	55	1,000	-	-	-	-	-	-
TOTAL OTHER	\$29,179	32,820	\$29,001	\$ 23,822	\$32,650	\$32,650	\$30,650	\$30,650
DEPT. O&M TOTAL	\$239,787	\$252,212	\$259,617	\$263,036	\$276,866	\$281,215	\$279,215	\$279,215

ADMINISTRATION DEPARTMENT SALARY DETAIL

#	Description	Weeks Worked	Hours per Week	Annual
1	Mayor			\$2,800
6	City Councilors			\$14,400
1	City Manager	52		\$169,477
1	Admin Asst	52	35	\$58,912

Budget includes 2.5% COLA increase effective 07/01/2022

Mayor \$2,800 yearly, paid on a quarterly basis

Council \$2,400 yearly, paid on a quarterly basis

*Mayor \$2,800 yearly, paid on a quarterly basis

*Council \$2,400 yearly, paid on a quarterly basis

** Estimated

***Will be reviewed during the year with a possible raise of 0 - 5.0%

Administration Activities:

- Attend 24 regularly scheduled work sessions and regular monthly meetings
- Prepare manager's report and other research reports as necessary
- Direct City departments to ensure Council policy is implemented
- Conduct regular department staff meetings to monitor the policy directives of the Council
- Meet with citizens, neighborhood groups, and business leaders to address their concerns and/or solve specific problems

2022-2023 Objective:

- Support City Council initiatives and objectives
- Support and assist all departments in meeting their goals/objectives
- Successfully manage transition to new City Manager

ADMINISTRATION - ACCOUNT DESCRIPTIONS

SALARIES The Mayor-Council line funds payment to City Council members at \$2,800 per year for the Mayor and \$2,400 per year for members of the Council. They are paid on a quarterly basis. The account also include funds for the City Manager and the Administration Administrative Assistant.

LONGEVITY This line funds a longevity payment to an eligible employee.

SALARY ADJUSTMENT This line funds a possible pay for performance increase for an eligible employee. This line has been budgeted at 5% for the eligible employee.

TELEPHONES This line funds telephone cost in the Administration Office.

POSTAGE This line funds the cost of postage for Administration, Mayor and Council.

PRINTING This line funds the cost of printing done by a private contractor for Administration, Mayor and Council.

NOTICES This line funds the cost of publishing legal notices as needed.

COPIER This line funds the cost of copying for Administration, Mayor and Council.

SUPPLIES This line funds the cost of general office supplies for Administration, Mayor and Council.

TRAVEL-MANAGER This line funds the cost of travel expenses for the Manager for City related functions.

DUES-NHMA This line funds the estimated cost of the City of Laconia dues to the New Hampshire Municipal Association.

DUES-MANAGER This line funds professional dues for the City Manager.

CONFERENCE-DUES-COUNCIL This line funds the cost of conferences and dues for the Mayor and Council for City related functions.

MISCELLANEOUS This line funds unanticipated costs that arise during the year.

EMERGENCY MANAGEMENT This line funds the purchase of supplies in the event of an emergency in the City.

ECONOMIC DEVELOPMENT This line funds increased business opportunities.

EQUIPMENT This line funds miscellaneous equipment that may be needed in the department.

FY2021 - 2022			FY2022-2023				
Dept	PROJECT	COUNCIL	PROJECT	Rank	Request	Manager	Council
Planning/Code	Code/Planning Office Renovation	\$ -	Code/Planning Office Renovation	30	\$ 50,000		
Parks	Commercial Turf Care Equipment	\$ -	Bond Beach Bath House and Sewage Sy	3	\$ 210,000		
	Door Replacements for Memorial Park House	\$ -	Door Replacements for Memorial Park Hc	24	\$ 25,000	25,000	25,000
	Memorial Park Tennis Court Resurfacing	\$ -	Memorial Park Tennis Court Resurfacing	47	\$ 55,000		
	Pavement Replacement for City Hall and		Pavement Replacement for City Hall				
	Rotary Park Riverwalk	\$ -	Riverwalk	26	\$ 25,000		
	Downtown Tree Replacement Phase 1	\$ -					
	Steel Roof for Opechee Track Building	\$ -	Steel Roof for Opechee Track Building	29	\$ 10,000		
	Gale Avenue Waterfront Improvement	\$ -	Gale Avenue Waterfront Improvement	55	\$ 85,000		
	Warning Track around Robbie Mills Baseball Fi	\$ -	Warning Track around Robbie Mills Basel	39	\$ 35,000		
	35' Boom Lift	\$ -	35' Boom Lift	64	\$ 55,000		
			Playground Revitalization	42	\$ 25,000	25,000	25,000
			Life Guard Chairs (PR09-1 and PR09-2 w	48	\$ 15,000		
			Gazebo (Originally Part of PR09)	49	\$ 11,000		
Facilities	Maintenance Building Design	\$ -	Maintenance Building Design	27	\$ 50,000		
Fire	Self Contained Breathing Apparatus (SCBA) R	\$ 125,000	Jaws of Life				40,000
			New Gear Washer/Dryer	7	\$ 20,000		
			Ambulance Equipment	8	\$ 75,000		
Police	Police Portable Radios	\$ 35,000	Police Portable Radios	19	\$ 35,000	35,000	35,000
	Security Fence	\$ -	Security Fence	20	\$ 125,000		
	Police Technology/ Training Equipment	\$ -	Police Technology/ Training Equipment	18	\$ 75,000	75,000	75,000
			Cameras	4	\$ 54,000		
			Enclosed Impound Building/Equipment Si	14	\$ 250,000		
			Communications Recorder	21	\$ 40,500		
			Radar Trailer	25	\$ 16,500		
DPW	Maintain and Repair City Streets	\$ 1,250,000	Maintain and Repair City Streets	2	\$ 1,600,000	1,500,000	1,500,000
	City Costs share for Academy Street Bridge Re	\$ 100,000	City Costs share for Academy Street Brid:	16	\$ 950,000		
	Sidewalk Repair/Construction	\$ 50,000	Sidewalk Repair/Construction	6	\$ 100,000	75,000	75,000
	Annual Bridge Repair /Maintenance	\$ 40,000	Annual Bridge Repair /Maintenance	12	\$ 140,000	75,000	200,000
	Highland St Bridge Repairs	\$ -	Highland St Bridge Repairs	10	\$ 75,000		
	Maintain Messer Street Bridge	\$ -					
	City Wide Drainage Improvements	\$ 75,000	City Wide Drainage Improvements	23	\$ 150,000	75,000	75,000
	Weirs Blvd storm water Improvement project	\$ -	Weirs Blvd storm water Improvement proj	28	\$ 50,000		
	Remediate Morin Road Landfill and DPW Derr	\$ 10,000	Remediate Morin Road Landfill and DPW	52	\$ 10,000	10,000	10,000
	Replace Public Works Building	\$ -	Replace Public Works Building	40	\$ 20,000		
	Parking garage; Annual inspection and interim	\$ 25,000	Parking garage; Annual inspection and in	31	\$ 30,000		
	Plotter	\$ -	Plotter	56	\$ 12,000		
	Storm water Engineering Studies and Design	\$ 50,000	Storm water Engineering Studies and De	32	\$ 50,000	50,000	50,000
	Aerial Mapping	\$ -	Aerial Mapping	59	\$ 25,000		
	Improve City accepted Public Gravel Roads	\$ -	Improve City accepted Public Gravel Roa	54	\$ 60,000		
	Bike lanes and sidewalks for Weirs Blvd	\$ -	Bike lanes and sidewalks for Weirs Blvd	58	\$ 20,000		
	Fences, Guard Rails, Railings and Retaining		Fences, Guard Rails, Railings and				
	Walls	\$ 20,000	Retaining Walls	37	\$ 50,000	10,000	10,000
	Modify the City docks at Weirs Beach	\$ -	Repair/maintain the City docks at Weirs E	13	\$ 220,000	20,000	20,000
	RRFB for South Main Street at Vista	\$ -					
	Church St. / Beacon East Intersection ADA Up	\$ -	Church St. / Beacon East Intersection AD	34	\$ 160,000		
	ADA Transition Plan	\$ -	ADA Transition Plan	43	\$ 35,000		
	Electric Vehicle Charging Stations	\$ -					
			Laconia parking garage project (Place ho	1	\$ 6,600,000		
			Rebuild North End of Weirs Boardwalk	5	\$ 15,000		
			Replace bridge over cove on Hilliard Roa	9	\$ 20,000		
			Weirs Beach water access and accessibl	15	\$ 11,000		
			RRFB	17	\$ 22,000	25,000	25,000
			Bond Beach water access	22	\$ 20,000		
			Downtown Pedestrian Bridge Replaceme	33	\$ 50,000		
			Weirs Community Center/Fire Station for	38	\$ 20,000		
			Transition Plan	41	\$ 40,000		
			Wyatt Park ADA Improvements	45	\$ 14,000		
			Resurface City Hall parking lot	46	\$ 139,360		
			White Oaks Road ditches and culverts	51	\$ 50,000		
			Downtown Pedestrian Bridge Annual Insp	53	\$ 5,000		
			Design for Tardif and Leavitt Park Playgr	57	\$ 60,000		
			Replace the 4 post vehicle lift in PW's Me	60	\$ 60,000		
			Message Board	61	\$ 19,000		
			Plantation Road & Colonial Road – Full R	62	\$ -		
			Hillcrest Road – Full Roadway, Drainage /	63	\$ -		
			Highland Bridge Design		\$ -		75,000
			Pedestrian Bridge Design		\$ -		50,000
			Hilliard Bridge Design		\$ -		50,000
			Bridge Repair Contingency		\$ -		364,000
					\$ 1,780,000		
						\$ 12,244,360	2,000,000
							2,704,000
ISF							
Police	Vehicles	\$ 150,000	POLICE VEHICLES	11	\$ 225,000	\$ 225,000	\$ 225,000
DPW	Vehicle Replacement	\$ 210,000	DPW Vehicle Purchases	35	\$ 235,000	\$ 235,000	\$ 235,000
Parks	Vehicles	\$ 84,000	Fire - Replace Weirs Ladder Truck	36	\$ -	\$ -	\$ -
Fire	Utility Pick Up Truck	\$ 50,000	Fire - Replace EMS Deputy Car	44	\$ 55,000	\$ 55,000	\$ -
Planning	Vehicles	\$ 54,260	Fire - Replace Forestry Truck	50	\$ 65,000	\$ 65,000	\$ 65,000
	ISF Total	\$ 548,260			\$ 580,000	\$ 580,000	\$ 525,000

Code/Planning**1. Code/Planning Office Renovation****\$50,000**

The 2 departments would like to merge their offices together to show cohesiveness. The offices will need to be designed and then construction will take place. This will include a new counter and re-configuration of the offices as well as a new space saving storage unit. *Paid from ARPA funds*

Recreation and Facilities**2. Bond Beach Bath House and Sewage System Replacement - Construction Phase \$210,000**

The existing bath house is outdated and in poor shape, has little storage space and does not provide accessibility for everyone. We must become ADA compliant. This resident-only beach is in need of a modern accessible bath house. The existing sewage disposal system at Bond Beach is out of date and specifics about the system are unknown. Concerns exist about the potential for this system to fail at any time, causing potential water quality problems and beach closures. Connections to the public sewer system have been investigated and are not feasible. The expense to install a sewage pump system and maintain it for a bath house that is used for 10 weeks per year is not cost effective. *Paid from ARPA funds*

3. Door Replacements for Memorial Park House \$25,000

The doors are original to the building and failing. We also need to make the main entrance ADA accessible. This will also help with cooling and heating. *Recommended*

4. Memorial Park Tennis Court Resurfacing \$55,000

Every other year the courts at Memorial Tennis are in need of crack repair. The city in the past has "band aided" the cracks. This costs quite bit a money and doesn't fix the problem. This project will fill the cracks, apply a Geotech membrane then overlay the court with 1.5" of asphalt, then coat and stripe the court. This project will give us the good foundation for the pavement and multiple years of play. *Paid from ARPA funds*

5. Pavement Replacement for City Hall Riverwalk \$25,000

The Riverwalk has tree roots pushing the pavement up in many areas. We will need to remove the roots for this not to happen. We will remove the pavement completely and replace after removing the roots. *Paid in FY22*

6. Steel Roof for Opechee Track Building \$10,000

The roof at Opechee track building is in need of replacement as the building has started to leak. The asphalt shingles are starting to fall off the roof. We are looking to use steel as that is a longer lasting roof with a 50-year warranty. *Paid in FY22*

7. Gale Avenue Waterfront Improvement \$ 85,000

Erosion is occurring at the shoreline creating difficult access to the waterfront. Additionally, the previous dock system has been removed due to damage. A new and improved dock system targeting canoe/kayak access is being proposed. Public access points to the lakes are minimal. A public wharf has existed here for nearly a hundred years. *Not Recommended*

8. Warning Track around Robbie Mills Baseball Field \$35,000

A warning track at a baseball field is meant to be the first notice to a player that the fence is coming up soon as they are looking at the ball. This should have been installed during the original construction and therefore is long overdue. *Not Recommended*

9. 35' Boom Lift \$55,000

This acquisition would provide the department the ability to get to high places as needed. We would use it to prune trees, hang Christmas lights and many other tasks. Currently, we must use DPW's bucket truck and most times they need the truck for their purposes as expected. Both departments could use this equipment. *Not Recommended*

10. Playground Revitalization \$25,000

Existing playground elements and equipment suffer from wear, damage and vandalism. Some of our playground structures are over 15 years old. The safety of our playgrounds is a priority. *Recommended*

11. Life Guard Chairs/Gazebo \$26,000

The gazebo at the Weirs needs to be replaced. We would like to see it have walls in order to accommodate local brochures as the staff is always asked for recommendations. The lifeguard chairs are at least 30 years old, are very narrow and of poor design. They need replacing before we get lifeguards at Weirs Beach. *Paid for in FY22*

12. Maintenance Building Design \$50,000

Our department is sorely lacking on storage space for all equipment as well as materials. This addition would be at least 2 floors to accommodate all needs. *Not Recommended*

Fire

13. New Gear Washer/Dryer \$20,000

Funding this project would allow us to replace the gear washer at Central Fire which is almost 20 years old, and to purchase a larger gear dryer. Over the last 5 years or so, there has been a cultural shift in the fire service to ensure properly laundered fire gear. In the LFD we have mandates requiring it. I am proud to say we have been doing this for nearly two decades. However, now it is time to replace and upgrade this system, so we can continue to lower occupational cancer potentials within the department. *Paid for from Leary Grant*

14. Ambulance Equipment \$75,000

This equipment would include a third CPR assist device (2 ambulances currently have one), updated portable vents, and medication pumps. *Paid from ARPA funds*

Police

15. Police Portable Radios \$35,000

Portable radios have a service life of 10 years. Their warranty is approximately 5 years. Once the radios come to the end of their service life, Motorola does not make parts any longer and the radios are not able to be serviced unless there are old or used parts available for them. Due to this we are instituting a replacement plan for the portable radios. *Recommended*

16. Security Fence \$125,000

Based on site security assessment recommendations, this fence would secure portions of the building/campus that must be secured during immediate emergencies such as natural disasters and civil unrest as detailed by the PD's All Hazards Plan. The fence will also provide security against the numerous serious and significant threats that are made against the Police department and its employees. Also, the installation of the security fence will allow the Laconia Police Department to align with NH Homeland Security and Emergency Management's MultiHazard Mitigation Plan by mitigating human-caused hazards. The expected result of this project is zero incidents of theft, vandalism, or threats to the safety of LPD personnel onsite within the perimeter of the fence.

Part of the Police Department's mission includes providing personnel for operations during unusual events such as natural disasters and civil unrest. The Police Department is designated as the secondary EOC within the City and may also be used for providing shelter for both on-duty and off-duty employees as well as their families. The Laconia Police Department's dispatch center is the primary back-up for the Belknap County Sheriff Department's dispatch center which provides dispatch services for numerous communities in Belknap County. The Laconia Police Department is also the primary back-up for the Gilford Police Department's dispatch center as well. The addition of a security fence would positively impact the operations of the police department by mitigating external criminal behavior on premises, increasing employee sense of physical and psychological safety, and ensuring that all police vehicles, equipment, and evidence stored on site are protected from vandalism and/or theft. This ultimately positively impacts the local community taxes from having to be used for duplicate purchases, such as vehicular part(s) replacement. This project would provide an 8-foot security fence around the entire perimeter, with access provided only via RFID tags assigned to LPD employees. The reason for this request is due to unmitigated ongoing threats to the safety and security of employees and the LPD facilities, vehicles, equipment, and evidence. Some of the events that have taken place on PD property that a security fence would have mitigated are as follows;

employees and the LPD facilities, vehicles, equipment, and evidence. Some of the event that have taken place on PD property that a security fence would have mitigated are as follows;

4/2003 - Criminal Mischief – Subject threw a brick through a window.

7/2014 - Criminal Trespass – Subject the has thrown brick through PD window in 2003 was found in the back parking lot looking through police and personal vehicles and trying to gain access to the PD.

Paid from ARPA funds

17. Police Technology/ Training Equipment \$75,000

There are numerous advancements in police technology and equipment on a yearly basis. This would allow the Police Department to be able to stay on the cutting edge of advancements in these areas. ***Recommended***

18. Cameras \$54,000

The Laconia Police Department has previously purchased 8 covert surveillance cameras for use of monitoring key areas in the downtown and also were used for additional surveillance in know crime areas to help to identify suspects in criminal mischief cases as well as monitoring downtown areas prone to drinking in public and other nuisance violations. These cameras were also used to monitor large events such as Motorcycle week, Wake the Lake, Biketemberfest, Pumpkin Fest and most recently the Ironman Triathlon to allow the Police Department to be able to live view and record those events in the case that there is an incident of a serious crime to assist in the investigation. The cameras have been used for areas in the downtown where we have had numerous complaints of quality of life issues. By positioning these cameras in areas where there have been issues, we have been able to identify offenders while they are committing violations and have been able to address these issues in "real time". This purchase would allow the Laconia Police Department to deploy several overt cameras into locations that are considered "hot spots" to be able to better address issues as they happen. This will allow the Laconia Police Department to leave cameras in high issue areas when we are also hosting the listed large events where we also need the video coverage. These cameras are able to be monitored in real time in the dispatch center or monitored remotely by officers on the street to be able to address emerging traffic issues during our large events, crimes or nuisance violations and help the Department better address those issues in a timely fashion. The cameras also record directly to a dedicated hard drive so that the information gathered by the camera could later be reviewed to try to identify offenders in cases of undetected crimes ***Paid from ARPA funds***

19. Enclosed Impound Building/Equipment Storage Building \$250,000

There is a need to have impound area that is enclosed and not open to the weather to protect critical evidence. Sometimes evidence (large items) are held for a year or more for the judicial process to come to a conclusion on a case. During this time, all large evidence items are stored in an impound area that is open to the elements. This can over time degrade physical evidence and can also lead to items of high value being ruined by the elements. This building would allow the PD to store these types of evidentiary items in an enclosed area thereby protecting them from the elements. This building would also be used to house items such as the recently grant approved Command vehicle and Emergency response trailer, Variable Message Boards (3) and Radar trailer. Also any other large cost item that the PD has that are not used on an everyday basis. ***Not Recommended***

20. Communications Recorder \$40,500

Currently the Laconia Police Department has a communications recorder that was purchased in 2013. The Police Department along with all other City Departments is working on upgrading our internal phone system to a VoIP phone system. The current communications recorder will only record analog signals. For the communications recorder to be able to record the incoming/outgoing dispatch phone calls and all radio transmissions, this system will need to be upgraded to a digital recorder. ***Paid in FY22***

21. Radar Trailer \$16,500

The Laconia Police Department currently has one mobile radar trailer. This trailer is close to 10 years old and is in need of major repairs. The jump in technology over the past 10 years allows now to have a trailer that is powered by a solar panel and can also be connected to by blue tooth to download traffic statistic information where previously you had to remove the equipment from the road, take it back to the PD to charge and then download the traffic reports. The new radar trailer will also be able to alert drivers to slow down by displaying flashing blue/red lights when a violator is over the allowed speed limit helping to slow traffic in problem areas. ***Paid from ARPA funds***

22. Maintain and Repair City Streets \$1,600,000

The Department uses the full range of pavement management techniques to maintain and improve the condition of the roads. Roads that have been resurfaced in the last 5 years will be considered for crack sealing. While older roads will be considered for more extensive techniques that are necessary to extend the life of the surface. The rate of deterioration of roadways in this climate requires an annual appropriation of at least \$1,800,000 to stay ahead of the deterioration curve on our 85 + miles of paved roadways in Laconia. *Recommended at lower level*

23. City Costs share for Academy Street Bridge Replacement Project \$950,000

State DOT has programmed State Aid Bridge Funds for re-construction of this bridge in FY 2022. Assuming NHDOT continues funding the project under current State Bridge Aid funding guidelines, 80% of the engineering and construction cost of this bridge improvement will be covered by the State of NH. Estimated City share of the project is \$ 210,000 of which \$40,000 has already been appropriated. *City Remaining Cost Share Recommended*

24. Sidewalk Repair/Construction \$100,000

Sidewalks throughout the City have deteriorated and are in need of repair. Many pedestrian crossings are not ADA compliant. Some areas of the City have sidewalks to nowhere. Federal law requires that sidewalks and crossings brought to ADA standards when a road is paved. This project will systematically repair sidewalks, construct new sidewalks and modify intersections to make them ADA compliant. *Recommended at lower level*

25. Annual Bridge Repair /Maintenance \$140,000

DPW requests an increase in FY23 to complete interim improvements to Hilliard Road's pickerel pond crossing. The State Bridge Aid program funds are not available to replace this crossing until FY 2031 at the earliest. The Bridge Inspection Report completed by HEB Engineers in October 2019 reported that overall the City's bridges are in good condition with the exception of specific bridges where stand-alone CIP projects are being requested. This CIP will cover routine maintenance and repairs that will extend the life of the City's bridges and help prevent costly repairs. *Recommended at lower level*

26. Highland St Bridge Repairs \$75,000

The 2019 Bridge Management report concluded that the Highland Street bridge is in good to moderate condition and at this time is in need of light preservation including isolated patching and repairs. The report states that with strategic maintenance and preservation activities, the bridge should be expected to reach an anticipated 120-year service life. The construction cost estimate for the preservation work is \$125k. Remaining annual bridge maintenance funds and remaining funds for Messer St bridge are being allocated to Highland St bridge to offset the CIP request. *Paid from ARPA funds*

27. City Wide Drainage Improvements \$150,000

The useful life of a substantial portion of the City's storm water infrastructure has been exceeded. Replacement of drainage is critical to protect the City's investment in its road network. Additional funding of this program will minimize the amount of road maintenance funds that are used to repair drainage systems under roads that are being resurfaced. Thus this program will effectively increase the number of road miles that are maintained in a year. Specific drainage systems identified that require replacement and stormwater treatment is on Appleton Street and the northern end of Elm Street. *Recommended at lower level*

28. Weirs Blvd storm Water Improvement Project \$50,000

There are many areas of Weirs Blvd that lack a storm water system or has an inadequate system. These areas have standing water for days after storms resulting in an increase in the degradation of the road surface in those areas. Due to the proximity to the Bay the City will be required to meet storm water quality standards as part of this project thus increasing its cost. *Paid from ARPA Funds*

29. Remediate Morin Road Landfill and DPW Demolition Storage Site \$10,000

NH DES has directed the City to begin remediation of the Morin Road landfill site that was closed in 1962 and was then used by DPW to store demolition debris from city infrastructure projects. Study will also determine if the site can be used to process limited reuse soils for remediating the site and for possible use in other City right's of way. *Recommended*

can be used to process limited reuse soils for remediating the site and for possible use in other City right's of way.
Recommended

30. Replace Public Works Building \$20,000

During the study to determine the feasibility and cost of stabilizing the building the contractor determined that the project was not feasible due to the soil conditions under the building. A space study is underway to determine if it is possible to site a new building on the existing site or if another site must be found. This project will fund the development of a concept upon completion of space study **Not Recommended**

31. Parking garage; Annual inspection and interim safety and facade repairs \$30,000

Fund the safety inspection of the parking garage. Repair any identified areas that need reinforcing due to corrosion. Repair existing cribbing. Based on the amount of decay , the garage needs to be inspected every year. **Not Recommended**

32. Plotter \$12,000

Public Works' large format plotter and scanner is nearly 5 years old and is approaching the end of its useful life. The plotter has needed more frequent and costly repairs in the last several months and is oftentimes unreliable. In addition to Public Works, Planning Department uses the scanning feature. The plotter is used to print large format maps and other media for police, fire, parks and other City Departments. Having a plotter available for use in the office means no wait time for customers and staff versus sending files to an off-site printing company. Public Works saves money plotting our own files versus relying on our engineering firms to print and mail plan sets for us to review. **Paid from ARPA funds**

33. Storm water Engineering Studies and Design \$50,000

Many areas of the City's storm water drainage system are inadequate to manage current storm water runoff rates and volumes. Most of the system is old and in various states of disrepair warranting replacement with properly sized pipe and treatment methods. Because of our proximity to lakes, in many instances pre-treatment of the storm water is required by state permitting. This involves design and implementation of low impact development techniques to improve the quality of storm water runoff. **Recommended**

34. Aerial Mapping \$25,000

High-resolution aerial imagery provides clear and accurate mapping of roads and buildings. The maps are a valuable tool for the Planning, Assessing and Public Works Departments. The imagery can also be used by Fire and Police for planning and mapping first responder events. The aerial mapping was last completed in 2016. Since then there has been considerable new building construction, and based on the number of building permit applications in 2020, there will be many new building images to capture in 2021. **Not Recommended**

35. Improve City accepted Public Gravel Roads \$60,000

Snow removal operations before the roads freezes and as they begin to thaw plows the surface of gravel roads into the adjacent vegetation which cannot be removed by a grader. Over the course of several years the windrows build up and the surface of the gravel road gets lower. This creates drainage problems during all seasons of the year. The project will remove the material from the windrows that are in the vegetation and raise the surface elevation of the road to minimize the chances of flooding. The next road planned in this program is Crockett Road. **Not Recommended**

36. Bike lanes and sidewalks for Weirs Blvd \$20,000

Weirs Boulevard is continuing to experience development and redevelopment along its length. This project would develop a bike lane and sidewalk plan that would be used by Planning Board when reviewing new proposals and by the City as it makes improvement to the Boulevard. This would ensure that future projects result in a coherent plan for other forms of transportation throughout the length of the corridor. Public Works anticipates that in about 10 years sections of Weirs Blvd will need to be reconstructed. This plan will provide the opportunity to implement those changes as the road is reconstructed. **Not Recommended**

37. Fences, Guard Rails, Railings and Retaining Walls \$50,000

This program is to ensure the safety of the public using the City's roads and sidewalks. The City has retaining walls that need repair and/or replacement. Old cable guard rails need to be replaced and many of the guard rails do not

meet current standards and when damaged in an accident must be replaced not repaired. Also, there are various locations where fencing and railing need to be replaced for public safety. **Recommended at lower level**

38. Repair/maintain the City docks at Weirs Beach \$220,000

The last dock repair project occurred in the 1990s. Since then Public Works replaces individual boards as they become unsafe and has replaced the mooring poles as they break. Large areas of the dock's decking and many of the mooring poles will need to be replaced over the next 5 years. The grant to modify the dock does not cover any portion of the dock in less than 6-ft of water. Public Works anticipates that the City may receive more complaints to unimproved portions of the dock after improvements have been made under the grant. **Recommended at lower level**

39. Church St. / Beacon East Intersection ADA Upgrades \$160,000

This intersection has been identified as heavily-used by pedestrians and in particular pedestrians with limited mobility. The reconstruction and upgrade of the intersection will provide a safer crossing for all pedestrians and vehicles and will bring the intersection into compliance with ADA regulations. ADA standards include meeting minimum widths and maximum slopes of sidewalks, level landing areas at crosswalks with detectable warning plates, and proper positioning of crosswalk push buttons at the landing areas. Crosswalks must also be the shortest and straightest distance across a street. This will require relocating the crosswalks and landing areas. **Not Recommended**

40. ADA Transition Plan \$35,000

Federal regulations require organizations with over 50 employees to perform an American Disability Act Self-Assessment and develop a Transition Plan to correct all deficiencies noted in the self-assessment. The self-assessment is complete. Public Works and Parks need outside support to estimate, prioritize and synchronize all of the work identified in the Self Assessment. **Paid from ARPA funds**

41. Laconia parking garage project (Place holder pending Council's decision) \$6,600,000

Per the deed for the parking garage, the City is responsible for maintaining the roof over the private buildings under the garage. There is significant deterioration of portions of the structural steel on this 45 year old structure. **Under Study**

42. Engineering for Rebuilding North End of Weirs Boardwalk \$15,000

The wooden decking on the northern end of the Boardwalk is in fair to poor condition and replacement of the decking is needed to provide a safe surface for pedestrian activity which is very significant for eight months of each year. **Paid from ARPA funds**

43. Replace bridge over cove on Hilliard Road \$20,000

Presently, the bridge has an assortment of corrugated metal pipes that support the road crossing over a wetland system that comprises the head waters of Pickerel Cove. A Hydraulic and Hydrologic study completed by our consultant identified that these pipes are undersized and failing. This crossing provides the only access to Hillcroft Road which serves 17 residential lots. It also provides access to the Class 6 portion of Hilliard Road that connects to Parade Road (RT 106) near Petal Pushers Farm. Damage due to high water at this crossing is frequent and isolates the neighborhood from normal residential traffic and emergency access. Erosion of the gravel road crossing negatively impacts the water quality of Paugus Bay. Earliest the state bridge aid program is expected to fund any new projects is 2031. The City should approve \$20,000 for engineering funds to assist with the effort to include the crossing in the State 10 Year Transportation plan. The program is expected to accept new requests in late 2021 or early 2022. **Paid from ARPA funds**

44. Weirs Beach water access and accessible picnic tables \$11,000

Weirs Beach needs to be completely ADA accessible. This pad and picnic tables with routes will accomplish this. **Paid in FY22**

45. Rectangular Rapid Flashing Beacon \$25,000

RRFBs are increasingly used to enhance pedestrian safety at busy intersections. This appropriation will allow for the installation of one unit during FY23. Recommended.

46. Bond Beach water access	\$20,000
The beach is sloped at a very high grade naturally. Therefore, the distance we will need to have the proper elevation is significant. The pad will go into the woods to get the proper grade. <i>Paid from ARPA funds</i>	
47. Downtown Pedestrian Bridge Replacement	\$50,000
The supporting members are showing extensive corrosion and loss of material at the structural steel connections. Based on the extent of corrosion, Public Works in consultation with an engineering firm limited the bridge to no more than 10 people at a time. The rate of deterioration is such that the bridge will need to be replaced in the near future. This pedestrian bridge is not eligible for the State Bridge Aid program. This project is eligible to participate in the TAP program. <i>Paid from ARPA funds</i>	
48. Weirs Community Center/Fire Station front door accessibility	\$20,000
These doors will give people access to both the fire station and community room. <i>Paid from ARPA funds</i>	
49. Transition Plan	\$40,000
The city is required to be ADA accessible. This plan is also a requirement to show the DOJ that the city has a plan and will stick with it in the future. <i>Paid from ARPA funds</i>	
50. Wyatt Park ADA Improvements	\$14,000
With these improvements, the park would be almost completely accessible. <i>Paid from ARPA funds</i>	
51. Resurface City Hall parking lot	\$140,000
Pavement has failed in numerous places and has begun alligator cracking which makes the areas more susceptible to potholes. The parking lot has approximately 3900 square yards of pavement. <i>Paid from ARPA funds</i>	
52. White Oaks Road ditches and culverts	\$50,000
The drainage along the road is nonexistent except in some areas. This results in ponding alongside the road which increases the rate the road's surface degrades. <i>Not Recommended</i>	
53. Downtown Pedestrian Bridge Annual Inspection	\$5,000
The engineering consultant has determined that the bridge is still safe. The rate of deterioration has accelerated to the point that the bridge needs to be inspected annually to ensure it is still safe for pedestrians to cross. Inspection was not funded in FY21 or FY 22. DPW will consider closing the bridge if an inspection is not completed in FY23. <i>In Operating Budget</i>	
54. Design for Tardif and Leavitt Park Playground access	\$60,000
This is a necessary first step to becoming ADA accessible at these locations for the playgrounds. <i>Not Recommended</i>	
55. Replace the 4 post vehicle lift in PW's Messer Street garage	\$60,000
The existing 4 post lift was included with the Public Works building when it was purchased from the previous owner. The lift was first installed in 1997. The lift is inspected annually and continues to pass inspection. However, components are showing its age and the lift may not be certified for operation in the next 2 or 3 years. Additionally, the lift does not have the capacity to lift the weight of the newer model F550 trucks. The replacement 4 post lift will have a larger lift capacity to be able to lift all vehicles F550 or smaller. <i>Paid from ARPA funds</i>	
56. Message Board	\$19,000
Use the message board for projects performed by In-house crews and to inform the public of upcoming events. <i>Grant Funded</i>	
57. Plantation Road & Colonial Road – Full Roadway, Drainage and Utility Cost Assessment	\$ ---
These two streets were poorly designed and built. Every moderate to heavy rainstorm makes the road nearly impassable. (Place Holder for a Betterment Assessment if proposed by abutters.)	
58. Hillcrest Road – Full Roadway, Drainage and Utility Cost Assessment	\$ ---
This street was poorly designed and constructed. There is significant trench settlement and heaving of drainpipes that were not layed deep enough. (Place Holder is accepted ""as-is""")	

Internal Service Fund

59. POLICE VEHICLES \$225,000

Each year the Laconia Police Department requests money for Police Vehicles according to a carefully planned replacement schedule. This replacement schedule is based upon mileage, type of use, and the age of the vehicle. This schedule is adequate to allow vehicles to be replaced at regular intervals once they have reached their serviceable life and before incurring most major repair costs. This year we propose to replace 3 marked cruisers and the current Police Motorcycle (2010) to keep in line with this replacement plan. ***Recommended***

59. DPW Vehicle Purchases \$235,000

City Council approved a bond for equipment purchases in 2012 which enabled the Department to make a significant step forward in upgrading its equipment. Approximately \$60,000 of our appropriation through 2023 will be committed to bond payments for the 2012 equipment purchase initiative. This funding will enable PW to replace worn out equipment with an item that is more appropriate for current operational means and methods. The cost of diesel-powered equipment continues to increase by approximately 3% per year. The annual appropriation needs to increase to keep up with inflation. ***Recommended***

60. Fire - Replace Weirs Ladder Truck \$ ---

Ladder 2 serves as the first due ladder truck to the Weirs section of the city. With the Weirs having many tight streets, it is important for this ladder truck to have a short turning radius, which is different than the ladder truck station at Central Fire. This ladder truck is second due for fires in Lakeport and Downtown, as well as serving as the "back-up" ladder if the ladder truck at Central is out of service for any reason. Having two ladder trucks in Laconia is imperative. A first arriving ladder truck must be on the scene within a few minutes of the first arriving engines or it is often useless because it cannot get close to the building. Laconia's next closest mutual aid ladder truck is Meredith. They are very supportive of us but cannot guarantee response every time we need. ***Not Recommended***

61. Fire - Replace EMS Deputy Car \$55,000

This vehicle is used by the Deputy of EMS and is his primary on duty vehicle. The position uses this for multiple day-to-day operational activities including emergency responses. ***Recommended***

62. Fire - Replace Forestry Truck \$65,000

This project would replace the 2008 Ford F-250 we use as a brush fire response vehicle. This truck was second hand to us and is under sized for its use. The intent will be to buy a [stock] pick-up truck that can handle the constant weight on it. In addition to brush fire responses, this vehicle also serves as a fire response vehicle during events like Motorcycle Week, and Pumpkin Fest. During winter months is it used as an emergency response vehicle to the Weirs, when trying to send additional personnel without larger apparatus. ***Recommended***

<u>Dept</u>	<u>Description</u>	<u>CIP</u>	<u>22-23</u>		<u>22-23</u>	<u>22-23</u>
		<u>RANK</u>	<u>DEPT REQUEST</u>	<u>MANAGER</u>	<u>COUNCIL</u>	
DPW	City Parking Garage Renovation *			\$120,000	\$120,000	\$120,000
DPW	Trash Collection Totes *			\$14,000	\$14,000	\$14,000
Total City			\$ 134,000.00	\$ 134,000.00	\$ 134,000.00	

* Interest only payment in FY23

CAPITAL IMPROVEMENTS TO BE BONDED

The recommended budget includes interest payments on two proposed bonds:

1. Parking Garage Renovation – 20 year \$6,000,000 bond; estimated interest of 2.75%
2. Trash Tote purchase – 10 year \$700,000 bond; estimated interest of 2.0%

	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT REQ</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>COUNCIL</u>
OTHER								
01-431-234-0002 ISF Transfer					\$ 950,000			
01 431 247 0000 SEA Education Reimb.	\$ -	\$0	\$999		\$ -	\$ -	\$ -	\$ -
01 431 248 0000 Employee Service Awards	6,774	6,468	5,887	\$ 2,665	7,000	7,000	7,000	7,000
01 431 303 0000 Public Relations	1,618	314	1,524	\$ 3,937	5,500	5,500	5,500	5,500
01 431 304 0000 O/S Contract	3,780	3,523	2,948	\$ 1,925	4,000	4,000	4,000	4,000
01 431 343 0000 Contingency	-	500,000	394,000	\$ 34,624	70,000	70,000	50,000	220,000
01 431 345 0000 Cemeteries	2,420	999	355	\$ 4,500	4,500	4,500	4,500	4,500
01 431 346 0000 LWW Hydrant Services	33,756	33,756	33,756	\$ 33,756	33,756	33,756	33,756	33,756
01 431 357 0040 MC Week Consortium	5,000	5,000	5,000	\$ 5,000	5,000	5,000	5,000	5,000
01 431 357 0070 LR Public Access	32,232	27,157	31,551	\$ 31,400	31,400	31,400	26,683	26,683
01-431-360-0000 609 Main Street LLC (Colonial Theatre)				\$ 46,103	-	-	-	-
01-431-360-0001 Colonial Lease *	-	-	-	\$ 22,552	142,848	192,000	192,000	192,000
01-431-360-0002 Colonial Operations **	-	-	-	\$ 72,000	144,000	148,320	148,320	148,320
DEPT. O&M TOTAL	\$85,580	\$577,217	\$476,020	\$1,208,462	\$448,004	\$501,476	\$476,759	\$646,759

* As per Lease and Land Use Agreement with 609 Main Street LLC

** As per Spectacle Management contract

2023 Council approved Contingency Detail

\$ 50,000 General
\$ 15,000 For Transfer to Parking Kiosk Capital Reserve
\$ 155,000 Fuel Contingency

NON DEPARTMENTAL - ACCOUNT DESCRIPTIONS

EMPLOYEE SERVICE AWARDS This line funds the cost of annual employee service awards. This line also includes funding for two semi-annual luncheons for the employees.

PUBLIC RELATIONS This line funds the cost of miscellaneous expenses to promote and publicize the City.

OUTSIDE CONTRACT This line funds the cost of hiring various outside contractors.

CONTINGENCY This line funds unanticipated expenses. The proposed budget includes a \$20,000 decrease in this account

CEMETERIES This line supplements the cost of maintaining City cemeteries.

LWW HYDRANT SERVICE This line is for payment to Laconia Water Works for use of the fire hydrants.

MC WEEK CONSORTIUM This line funds the City's contribution to planning and marketing of Motorcycle Week.

LR PUBLIC TV ACCESS (CABLE TV) The request from Lakes Region Public Access this year is for \$31,800. The Manager is recommending funding this request for the full amount.

	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>COUNCIL</u>
OTHER								
01 489 480 0003 Senior Center	\$16,800	17,640	18,000	\$ 20,000	\$ 20,000	\$ 23,000	\$ 23,000	\$ 23,000
01 489 480 0005 Community Action Hospice)	46,579	48,500	48,500	\$ 48,500	48,500	48,500	48,500	48,500
01 489 480 0008 Lakes Region VNA	50,000	50,000	50,000	\$ 40,000	40,000	50,000	40,000	40,000
01 489 480 0012 Humane Society	25,000	25,000	25,000	\$ 25,000	25,000	25,000	25,000	25,000
01 489 480 0013 New Beginnings	3,470	3,575	3,470	\$ 3,470	3,575	3,750	3,750	3,750
01 489 480 0014 Waypoint (Child & Family Services)	5,000	5,000	5,000	\$ 5,000	5,000	7,500	5,000	5,000
01 489 480 0017 Veterinarian Costs	250	304	1,440	\$ 118	400	400	400	400
01 489 480 0018 Lakes Region Assn	500	500	500	\$ 500	500	2,500	500	500
01 489 480 0022 Human Relations	2,000	2,000	2,000	\$ 2,000	2,000	2,000	2,000	2,000
01 489 480 0023 LR Chamber of Commerce	165	165	365	\$ 365	200	200	200	200
01 489 480 0024 July 4 fireworks/Celebrate Laconia	13,000	12,000	13,000	\$ 13,000	13,000	15,000	14,000	14,000
01 489 480 0025 WOW Trail	10,000	10,000	10,000	\$ 10,000	3,594	10,000	10,000	10,000
01 489 480 0026 Weirs Beach fireworks	7,000	7,000	7,000	\$ 7,000	7,000	10,000	8,000	8,000
01 489 480 0027 LR Mental Health Center/Genesis	20,000	20,000	20,000	\$ 20,000	20,000	20,000	20,000	20,000
01 489 480 0028 Boys and Girls Club	7,000	8,000	7,000	\$ 8,000	8,000	8,000	8,000	8,000
01 489 480 0031 Milfoil Treatment	-	20,919	39,312	\$ 15,593	30,000	50,000	40,000	40,000
01 489 480 0033 Lake Opechee Preservation	-	2,500	-	-	-	-	-	-
01 489 480 0035 CASA	500	1,000	1,500	\$ 1,500	1,500	1,500	1,500	1,500
01 489 480 0072 Laconia Heritage Commission	750	1,145	60	\$ 750	750	750	750	750
01 489 480 0073 Historic District Commission	-	-	-	\$ -	4,500	4,500	3,000	3,000
TOTAL OTHER	\$208,014	\$235,248	\$252,147	\$230,796	\$243,519	\$307,600	\$263,600	\$263,600

SPECIAL ITEMS - ACCOUNT DESCRIPTIONS

SENIOR CENTER The Senior Center provides social, recreational, educational and health services to Laconia's senior residents.

COMMUNITY ACTION This agency provides family services to low income City residents.

GRANITE VNA This agency was formerly known as Central NH VNA and Hospice. Funding supports home health care, youth family support services and hospice services to the City.

LAKES REGION VNA This agency funds home health care and hospice services to the City.

HUMANE SOCIETY This agency houses and boards stray dogs and unlicensed dogs collected in the City. The City provides \$25,000 annually to the Humane Society for this service.

NEW BEGINNINGS This is a 24 hour crisis phone line providing safe homes, food, clothing, emergency transportation and peer support to victims of domestic and sexual assault.

WAYPOINT This agency was formerly known as Child & Family Resources/Lakes Reg. Family Services. Funding supports a variety of family support services including counseling for a variety of problems including death, divorce, substance use, abuse, neglect, and other social and mental health issues.

VETERINARIAN COSTS This line funds the miscellaneous costs of services to stray animals not covered under the contract with the Humane Society.

LAKES REGION ASSOCIATION This association is a non-profit tourism and marketing organization that acts as a spokesperson for the Lakes Region communities for visitors who are interested in vacationing, purchasing land or buying a home in the Lakes Region.

HUMAN RELATIONS COMMISSION This item supports the Commission's efforts to educate people about the issue of diversity and to establish a comfort level with the changing face of our community. This committee actively pursues prevention of prejudice, intolerance, harassment and discrimination and also acts as a mediator or a liaison to local, state and federal agencies under RSA 354-A:1 and RSA 354-B:1.

LAKES REGION CHAMBER OF COMMERCE Annual membership dues of \$200.

FOURTH OF JULY FIREWORKS/CELEBRATE LACONIA This line serves as a contribution for the 4th of July fireworks presentation.

WOW TRAIL This item provides the WOW organization with funds for trail improvements and operations.

WEIRS BEACH FIREWORKS This line funds the request from the Weirs Action Committee for the City to fund/sponsor fireworks during the summer.

LAKES REGION MENTAL HEALTH This line helps cover the cost of providing mental health services to Laconia children who have little or no insurance coverage.

BOYS AND GIRLS CLUB This line helps fund the current Project Extra program. This program encourages the positive development and enhances the quality of life for the youth of the greater Lakes Region area. The Teen Center is open daily during the school year, school vacations and no-school days.

MILFOIL TREATMENT In support of the Council Goals & Objectives to preserve the lakes in the area, this is a request to assist with the treatment of milfoil in surrounding lakes.

CASA (Court Appointed Special Advocates) This organization provides support to abused and neglected children by assigning volunteer case workers (working with skilled staff) to ensure that children's needs are met and services are provided to facilitate safe reunification with biological families when possible.

LACONIA HERITAGE COMMISSION This committee's mission is to identify and preserve historical buildings throughout the City.

LACONIA HISTORIC DISTRICT COMMISSION This commission administers Laconia's Historic District rules and regulations.

FY 2022-2023 BUDGET
**ADMINISTRATION
INFORMATION TECHNOLOGY**

	17-18	18-19	19-20	20-21	21-22	22-23	22-23	22-23
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	DEPT	MANAGER	COUNCIL
INFORMATION TECHNOLOGY								
01 431 303 0001 IT/GIS	\$ -	\$ -	\$ -	\$ 784	\$ -	\$ -	\$ -	\$ -
01 432 303 0002 Information Tech - GIS	\$ 19,760	\$ 19,033	\$ 18,800	\$ 18,680	\$ 20,000	\$ 18,800	\$ 18,800	\$ 18,800
01 432 303 0003 Information Tech - Licenses	\$ 59,347	\$ 37,398	\$ 36,996	\$ 66,932	\$ 100,130	\$ 134,300	\$ 130,300	\$ 130,300
01 432 303 0004 Information Tech - Equipment	\$ 18,226	\$ 16,434	\$ 59,111	\$ 19,288	\$ 25,000	\$ 10,000	\$ 5,000	\$ 5,000
01 432 303 0005 Information Tech - Software	\$ 2,432	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
01 432 303 0006 Information Tech - Internet	\$ 4,960	\$ 6,279	\$ 6,009	\$ 6,222	\$ 11,200	\$ 15,500	\$ 15,500	\$ 15,500
01 432 303 0007 Information Tech - Supplies	\$ 1,587	\$ 979	\$ 1,154	\$ 1,266	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
01 432 303 0008 Information Tech - Consulting	\$ 23,233	\$ 21,103	\$ 19,150	\$ 7,455	\$ 20,000	\$ 10,000	\$ 10,000	\$ 10,000
01 432 303 0009 Information Tech - Training	\$ 998	\$ 2,329	\$ 1,158	\$ 2,208	\$ 3,000	\$ 3,400	\$ 3,400	\$ 3,400
01 432 303 0010 Information Tech - Website	\$ 6,895	\$ 5,696	\$ 6,611	\$ 6,386	\$ 7,200	\$ 7,500	\$ 7,500	\$ 7,500
01 432 303 0011 Information Tech - Email	\$ 8,316	\$ -	\$ 10,088	\$ 9,579	\$ -	\$ -	\$ -	\$ -
01 432 303 0012 Information Tech - Proj. Dev.	\$ -	\$ -	\$ 7,630	\$ 1,830	\$ 5,000	\$ 12,000	\$ 2,000	\$ 17,000
01 432 303 0013 Information Tech - Code Pal	\$ 3,360	\$ 1,850	\$ 1,850	\$ 2,035	\$ 2,100	\$ -	\$ -	\$ -
01 432 303 0014 Informatin Tech - Timekeeping	\$ 5,141	\$ 4,847	\$ 5,043	\$ 5,085	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
01 432 303 0015 Informatin Tech - Security	\$ 11,770	\$ 5,865	\$ 3,065	\$ 8,085	\$ 4,500	\$ 42,400	\$ 37,400	\$ 37,400
01 432 303 0016 Informatin Tech - Backup	\$ 752	\$ 6,507	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
01-432-303-0017 IT Fax Lines	\$ -	\$ 813	\$ 735	\$ 749	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
TOTAL	\$166,777	\$129,134	\$177,398	\$156,584	\$205,130	\$259,900	\$235,900	\$250,900

Project Development includes \$2,000 base plus \$15,000 approved by council as an amendment to budget resolution for softward upgrades

INFORMATION TECHNOLOGY - ACCOUNT DESCRIPTIONS

The Information Technology Division is responsible for managing the City's technology systems, including but not limited to the computer network, website, communications, email and all related systems. Additional responsibilities include managing IT training and security and working with Departments to continually develop plans for using information technology to provide services more efficiently and in a more cost effective manner.

GIS – This line funds ESRI (\$ 6,000) and CAI geographic systems (\$14,000) licensing fees. These systems provide the framework for our on-line tax/assessing maps.

Licenses - Fees for automated systems. The proposal includes a \$32,170 (9%) increase, driven primarily by a \$11,150 increase in Fire House, the incident response software used by LFD and a \$10,000 increase in server support. The Fire House increase is driven by the retirement of a legacy system which led to a mandatory upgrade to a new system. The server support costs are related to the servers bought 2 years ago. Two years of support costs were included in the acquisition fee. As we are now in the third year of this equipment the fees fall to the City.

Product	FY22	FY23
Beehive (DPW work order and asset tracking)	\$ 8,400	\$ 9,000
Clerkworks	\$ 6,000	\$ 6,000
SMSTurbo - Transfer Station	\$ 3,000	\$ 3,200
FacilityDude (Facility work order tracking)	\$ 5,500	\$ 6,500
Firehouse Software	\$ 2,850	\$ 14,000
IT Glue (IT workorder tracking)	\$ 1,500	\$ 1,500
Laserfiche document management system	\$ 2,400	\$ 2,400
Miscellaneous Licensing	\$ 1,000	\$ 2,500
Munismart (Financial software)	\$ 21,000	\$ 22,500
NHGAP (Welfare Management System)	\$ 1,200	\$ 1,200
NinjaRMM	\$ 5,280	\$ 6,000
Office 365	\$ 18,000	\$ 17,000
Codepal moved from GL account 01-432-303-0013	\$ -	\$ 2,500
Planning Permitting Software	\$ 13,000	\$ 15,000
Vision Appraisal	\$ 13,000	\$ 15,000
New in FY23:		
Servers - support renewal	\$ -	\$ 10,000
	<hr/>	<hr/>
	\$ 102,130	\$ 134,300

Equipment Purchases – This account include \$10,000 for computer replacement & upgrades

Internet – Cost of internet connectivity through Atlantic Broadband and Cellco (Verizon), less reimbursements received from Laconia Water Works.

Supplies – Miscellaneous items as needed for maintenance of technology devices

Consulting Fees- Budget provides for half year of ‘Virtual CIO’ services to provide project planning, network development, disaster recovery, technology road mapping and other services.

Training- Provides for accounts with Pluralsight, which provides on-line support and training for IT staff and KnowBe4, which provides on-line training for other City employees in areas of on-line security, etc.

Website Expenses- Funding for City website and registration of domain names.

Project Development – Misc. cost associated with development of efficiencies \$ 2,000

Code Pal Expenses – Funds Fire Department permitting system, expenses moved to Licensing account.

Timekeeping – Funding for ADP payroll management system

Security- This line includes:

5-year firewall renewal license	\$10,000
Anti-virus software.	\$ 2,400
3 rd party network monitoring	\$25,000

SALARIES	17-18 ACTUAL	18-19 ACTUAL	19-20 ACTUAL	20-21 ACTUAL	21-22 BUDGET	22-23 DEPT	22-23 MANAGER	22-23 COUNCIL
01 404 101 0000 Clerk (PT)	\$5,334	\$5,776	\$4,628	\$ 6,000	\$ 9,583	\$ 10,319	\$ 10,319	\$ 10,319
01 404 105 0000 Overtime	73	11	0	6.34	\$ 250	\$ 100	\$ 100	\$ 100
TOTAL SALARIES	\$5,407	\$5,787	\$4,628	\$6,007	\$9,833	\$10,419	\$10,419	\$10,419
<i>Operating</i>								
01 404 207 0000 Postage	\$30	\$40	\$19	\$ 7	\$ 200	\$ 200	\$ 200	\$ 200
01 404 208 0000 Printing			\$	-	\$	-	\$	-
01 404 212 0000 Copier	4	2	1	0	\$ 100	\$ 100	\$ 100	\$ 100
01 404 214 0000 Supplies	199	385	75	\$ 282	\$ 500	\$ 500	\$ 500	\$ 500
01 404 303 0000 Misc.	368	484	560	\$ 650	\$ 500	\$ 500	\$ 500	\$ 500
01 404 401 0000 Equipment	35	205	651	\$ -	\$ 250	\$ 250	\$ 250	\$ 250
TOTAL OPERATING	\$636	\$1,116	\$1,306	\$939	\$1,550	\$1,550	\$1,550	\$1,550
<i>Internal Service</i>								
01 404 234 0000 ISF Vehicle Replace	360	363	500	500	\$ 500	\$ 1,000	\$ 1,000	\$ 1,000
Grand Total	\$6,403	\$7,266	\$6,434.33	\$7,446	\$11,883	\$12,969	\$12,969	\$12,969

LICENSING DEPARTMENT SALARY DETAIL				
#	Description	Weeks Worked	Hours	
			per Week	Annual
0.3	Clerk * **	52	10	\$10,319.09
Budget includes 2.5% COLA increase effective 07/01/2022				
* Position split - 70% budgeted in Finance Department				
** Includes scheduled step increase				

ACCOUNT DESCRIPTIONS

SALARIES This line funds the expenses of a part time licensing clerk to improve efficiency and customer service in this area.

OVERTIME This line funds overtime for hourly personnel.

POSTAGE This line covers the expenses of mailing applications to prospective licensees including applications to all Motorcycle Week participants.

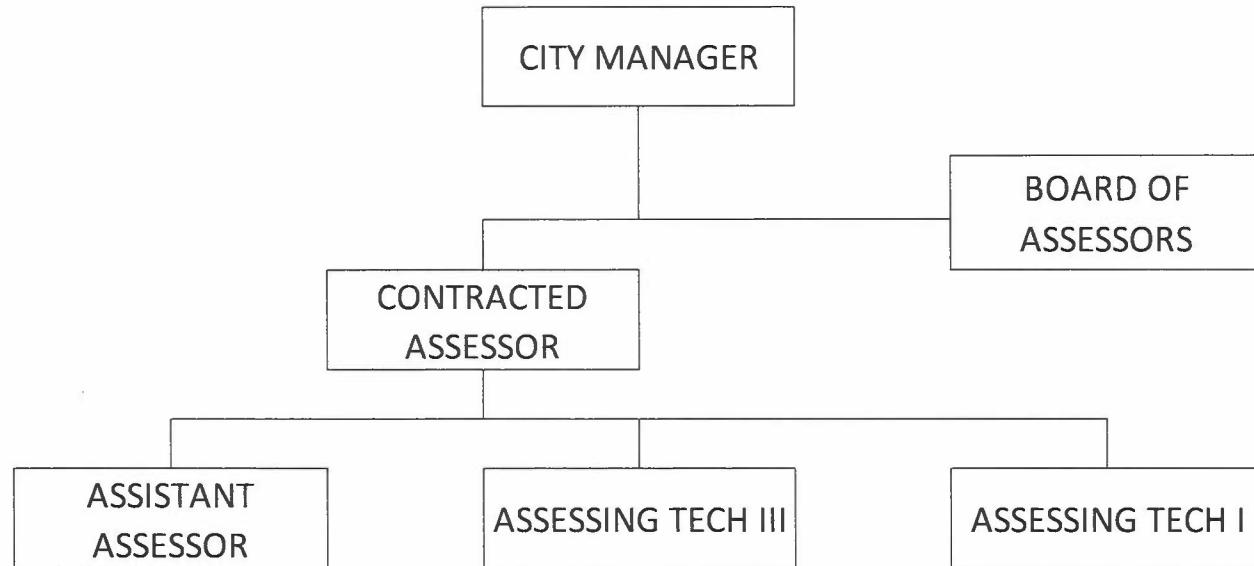
COPIER This line covers the expense of producing copies.

SUPPLIES This line covers office and non-office supplies for the Board.

MISC This line covers unanticipated operating costs for the Board.

EQUIPMENT This line covers the cost of miscellaneous equipment needed by the licensing department.

VEHICLE RENTAL This line covers the cost of operating City vehicles for licensing purposes.



	<u>17-18</u>	<u>18-19</u>	<u>19-20</u>	<u>20-21</u>	<u>21-22</u>	<u>22-23</u>	<u>22-23</u>	<u>22-23</u>
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>DEPT</u>	<u>MANAGER</u>	<u>COUNCIL</u>
SALARIES								
01 411 101 0000 Salaries	\$167,863	\$129,365	\$85,419	\$ 99,142	\$128,024	\$ 135,780	\$ 135,780	\$ 135,780
01 411 105 0000 Overtime	31	486	562	72	500	-	-	-
01 411 106 0000 Sick-Hurt	4,783	1,723	2,436	1,953	-	-	-	-
01 411 106 0001 Personal Time	-	1,811	188	539	-	-	-	-
01 411 107 0000 Holidays	3,450	3,332	2,006	2,079	-	-	-	-
01 411 108 0000 Vacations	6,166	4,410	2,793	2,082	-	-	-	-
01 411 109 0000 Longevity	210	150	150	150	150	150	150	150
01 411 110 0000 Termination Pay	-	1,373	730	-	-	-	-	-
01 411 115 0000 SalaryAdj.	-	-	-	-	2,925	3,166	3,166	3,166
TOTAL SALARIES	\$182,503	\$142,649	\$94,284	\$106,018	\$131,599	\$139,097	\$139,097	\$139,097
OTHER								
01 411 201 0000 Telephones	\$819	\$1,213	\$1,279	1,399	1,300	1,400	1,400	1,400
01 411 207 0000 Postage	1,065	1,084	1,144	1,326	1,200	1,400	1,400	1,400
01 411 210 0000 Advertising	-	390	0	1,226	-	-	-	-
01 411 212 0000 Copier	1,417	2,707	2,251	1,618	2,500	2,000	2,000	2,000
01 411 214 0000 Supplies	1,990	2,959	1,692	54	2,000	1,700	1,700	1,700
01 411 229 0000 Registry-Deeds	52	137	14	-	100	100	100	100
01 411 233 0000 Maint-Agreement	11,140	10,650	10,970	12,000	-	-	-	-
01 411 242 0000 Travel-Meetings	-	0	-	-	100	100	100	100
01 411 245 0000 Conference-Dues	793	420	265	120	800	800	800	800
01 411 247 0000 Training	1,830	82	2,353	1,540	1,500	1,600	1,600	1,600
01 411 304 0000 O/S Contracts	-	28,800	107,300	99,355	101,400	105,400	105,400	105,400
01 411 401 0000 Equipment	400	-	616	483	1,500	1,500	1,500	1,500
TOTAL OTHER	\$19,506	\$48,441	\$127,884	\$119,121	\$112,400	\$116,000	\$116,000	\$116,000
INTERNAL SERVICE FUNDS								
01 411 234 0000 Vehicle Repair	4,893	7,625	4,800	500	500	897	897	897
01 411 234 0001 Vehicle Replacement	4,893	7,625	4,800	500	500	1,000	1,000	1,000
TOTAL ASSESSING	\$206,902	\$198,715	\$226,968	\$225,638	\$244,499	\$255,994	\$255,994	\$255,994

ASSESSING DEPARTMENT SALARY DETAIL

#	Description	Weeks Worked	Hours	
			per Week	Annual
1	Asst. Assessor	52	35	\$63,327.73
1	Assesing Tech II *	52	35	\$35,192.66
1	Acct Clerk II *	52	35	\$37,259.78
TOTAL			105	\$135,780.17

Budget includes 2.5% COLA increase effective 07/01/2022

* Includes scheduled step (merit) increase

ACCOUNT DESCRIPTIONS

SALARIES This line funds the cost of three full time employees: One full time Assistant Assessor, and two full time Assessing Technicians.

LONGEVITY This line funds longevity payments to eligible employees.

SALARY ADJUSTMENT This line funds possible pay increases based upon performance to eligible employees. In the City Manager's column this line has been budgeted at 5% for eligible employees.

TELEPHONE This line funds the cost of telephone connections with related costs.

POSTAGE This line funds the cost of postage for general correspondence, sale questionnaires, assessment valuation notification letters and abatement letters. This line reflects historical actual costs and is adjusted for increased sale activity.

COPIER This line funds day-to-day copying.

SUPPLIES This line funds the cost of general office supplies.

REGISTRY OF DEEDS This line funds the cost of copies for probate notices, plans, maps, deeds, etc., from the Belknap County Registry of Deeds and Probate Court.

TRAVEL-MEETINGS This line funds the cost of attending Assessing meetings, seminars, and public hearings.

CONFERENCE-DUES This line funds the cost of professional association dues to NH Assessing Association, New England Regional Assessing Association and International Association of Assessing Officials.

TRAINING This line funds the cost of the Assistant Assessor and/or Assessment Technician to each take one (1) appraisal course to maintain certification and attendance at seminars or conferences to keep abreast of changes in the law and methodology.

OUTSIDE SERVICES This line funds the contract with Whitney Consulting Group, which assumed responsibility for managing assessing services in 2019.

EQUIPMENT This line funds the purchase of equipment as needed.

Assessing Office Activities

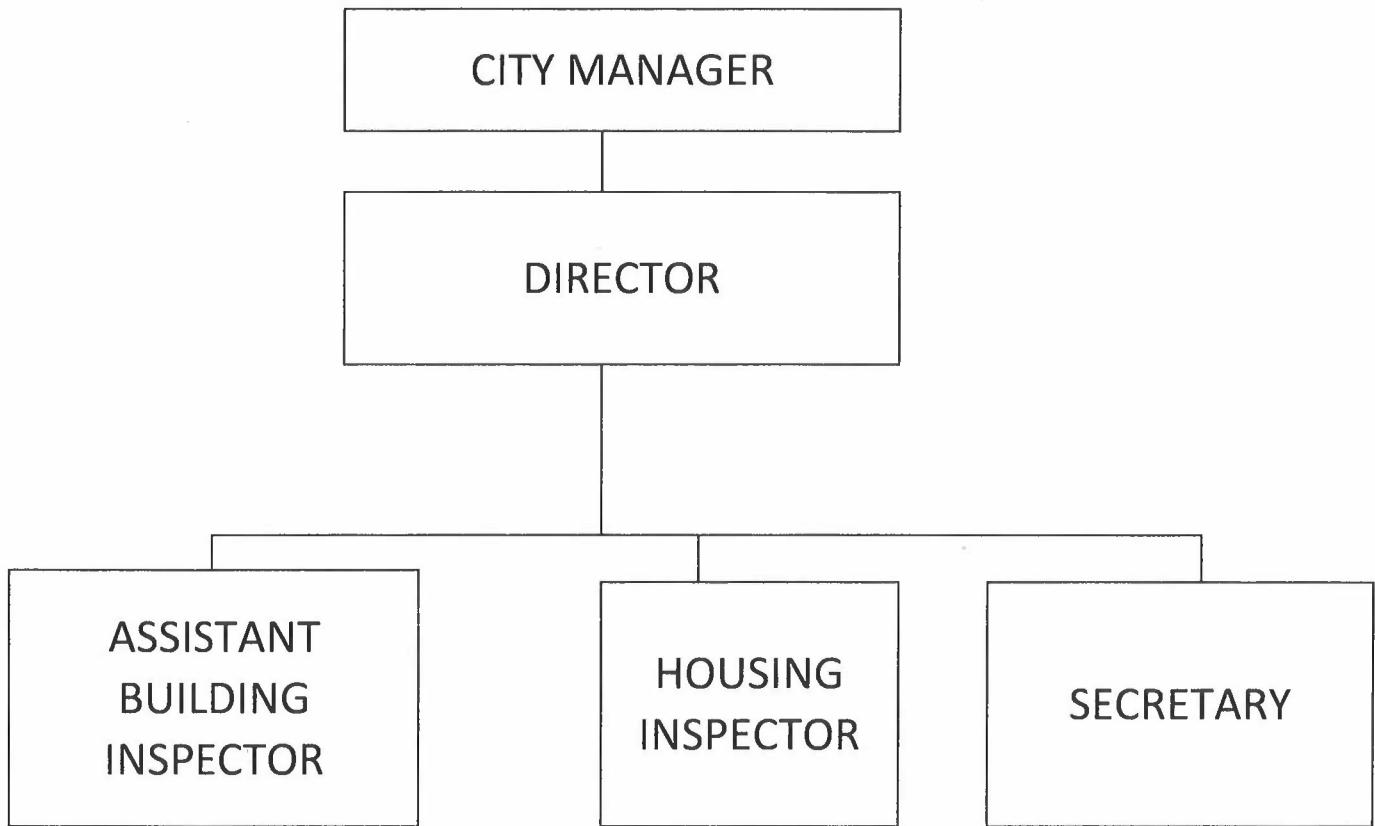
- Equitably assess all real estate on an annual basis through sale inspections and assessment to market sale analysis
 - Inspect, measure, reassess approximately 1,500 parcels of new construction alterations, sales and abatements
 - Appear before the Board of Tax and Land Appeals and NH Superior Court
 - Update and change approximately 1,500 deeds and addresses
 - Update tax maps
 - Complete the Department of Revenue Administration's annual sales ratio study
 - Administer timber tax and current land use programs
 - Assist taxpayers with assessing questions in person and over the phone
-

2022-2023 Objectives

- Complete Sales Analysis by October 1, 2022 and complete final MS-1 by Oct. 15, 2022
- Complete and file the initial MS-1 by Oct. 1, 2022
- Complete new construction and sales inspections by July 1, 2022
- Complete City-wide yearly update
- Update City Tax Maps with GIS locations



CODE ENFORCEMENT



	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>COUNCIL</u>
SALARIES								
01 407 101 0000 Salaries	\$77,851	\$111,332	\$123,542	\$ 133,082	\$147,954	\$ 174,031	\$ 174,031	\$ 174,031
01 407 105 0000 Overtime	278	136	313	\$ 144	\$500	1,000	1,000	1,000
01 407 106 0000 Sick-Hurt	2,013	6,513	2,790	\$ 1,541	\$0	-	-	-
01 407 106 0001 Personal Time	-	1,250	1,135	\$ 1,247	\$0	-	-	-
01 407 107 0000 Holidays	2,519	4,272	4,848	\$ 4,609	\$0	-	-	-
01 407 108 0000 Vacations	4,102	2,971	4,633	\$ 1,639	\$0	-	-	-
01 407 109 0000 Longevity	60	60	-	\$ 90	\$90	90	90	90
01 407 110 0000 Termination Pay	-	1,112	58	\$ 7,181	\$0	-	-	-
01 407 115 0000 Salary Adj.	-	-	-	\$ -	\$492	1,539	1,539	1,539
TOTAL SALARIES	\$86,823	\$127,646	\$137,319	\$149,532	\$149,036	\$176,660	\$176,660	\$176,660
OTHER								
01 407 201 0000 Telephones	\$1,488	\$1,799	\$1,664	\$ 1,772.54	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800
01 407 207 0000 Postage	211	243	407	\$ 915.90	600	800	800	800
01 407 210 0000 Notices	-	78	68	\$ 210.00	400	400	400	400
01 407 212 0000 Copier	249	337	213	\$ 116.07	500	400	400	400
01 407 214 0000 Supplies	616	552	1,190	\$ 490.50	1,200	1,200	1,200	1,200
01 407 242 0000 Travel-Meetings	-	0	0	\$ -	500	500	500	500
01 407 245 0000 Conference-Dues	-	295	439	\$ 270.00	600	400	400	400
01 407 247 0000 Training	140	745	920	\$ 1,047.99	700	700	700	700
01 407 304 0000 O/S Contracts	33,293	720	-	\$ -	-	-	-	-
01 407 305 0000 GIS Services	-	-	-	-	-	-	-	-
01 407 304 0001 Prop Maint Enforcement	-	-	-	-	500	500	500	500
01 407 401 0000 Equipment	24	1,147	260	\$ 159.98	1,000	900	900	900
01 407 999 9999 Code Transfer In/Out	-	-	-	-	-	-	-	-
TOTAL OTHER	\$36,021	\$5,916	\$5,162	\$4,983	\$7,800	\$7,600	\$7,600	\$7,600
Internal Service								
01 407 234 0000 ISF Vehicle Repair	1,672	1,834	4,373	9,842	2,800	2,891	2,891	2,891
01 407 234 0001 ISF Vehicle Replacem	-	-	-	235	500	1,000	1,000	1,000
	1,672	1,834	4,373	10,077	3,300	3,891	3,891	3,891
Grand Total	\$124,516	\$135,395	\$146,853	\$164,592	\$160,136	\$188,151	\$188,151	\$188,151

CODE ENFORCEMENT DEPARTMENT SALARY DETAIL				
#	Description	Weeks Worked	Hours	
			per Week	Annual
0.3	Director *	52	10	\$30,775.63
1	Bldg. Inspector **	52	35	\$67,803.84
1	Housing Inspector **	52	35	\$39,156.13
1	Adm Secretary **	52	35	\$36,295.46
TOTAL		115		\$174,031.05
Budget includes 2.5% COLA increase effective 07/01/2022				
* Position split, 70% budgeted in Planning Department				
** Includes scheduled step (merit) increase				

ACCOUNT DESCRIPTIONS

SALARIES This line funds salaries for 1 full time Building Inspector, 1 full time Administrative Secretary and 1 full time Housing Inspector/Property Maintenance Clerk. The Planning and Code offices continue to be directed by a single Director. The Director's salary is split 70% to Planning and 30% to Code.

LONGEVITY This line funds the employee eligible for longevity.

SALARY ADJUSTMENT This line funds a possible performance increase of 5% for an eligible employee.

TELEPHONES This line funds the cost of telephone connections and related costs, including cell phone usage.

POSTAGE This line funds the postage needs for the department.

NOTICES This line funds the cost of advertising notices for building code changes and new hiring.

COPIER This line funds the cost of copying for the department.

SUPPLIES This line funds the cost of general office supplies, paper, and permit applications.

TRAVEL-MEETINGS This line funds the cost of attendance at various Code Enforcement meetings.

CONFERENCE-DUES This line funds the cost of membership in the Building Official Association, the International Code Council, and to attend training conferences.

TRAINING This line funds training for the Director and the Inspectors to ensure continuing education in code enforcement. Every attempt will be made to attend seminars offered at little or no cost to the City. However, most training involves the procurement of materials, registration fees and other related expenses.

EQUIPMENT This line funds the purchase of basic office equipment as needed.

PROPERTY MAINTENANCE ENFORCEMENT This line funds the purchase of possible equipment or books needed to enforce the property maintenance code.

ISF/VEHICLE RENTAL This line funds the cost of operation of two City vehicles used by the Code Enforcement Department and shared with the Planning Department.

Code Enforcement Department Activities

The department is busy with issuing permits and doing the necessary inspections. The number of permits and their dollar values was up considerably in the past year, which followed the previous year that was also substantially higher. There have been a number of smaller projects by homeowners, but also a number of high value projects.

Property maintenance issues, including inspections and enforcement, continue to be a priority. The Housing Inspector does this function with notices to property owners outlining the issues and various forms of follow up. The same staff member is also responsible for doing the inspections needed to fulfill the requirements of the Short-Term Lodging ordinance and acts as a back up to the Building Inspector.

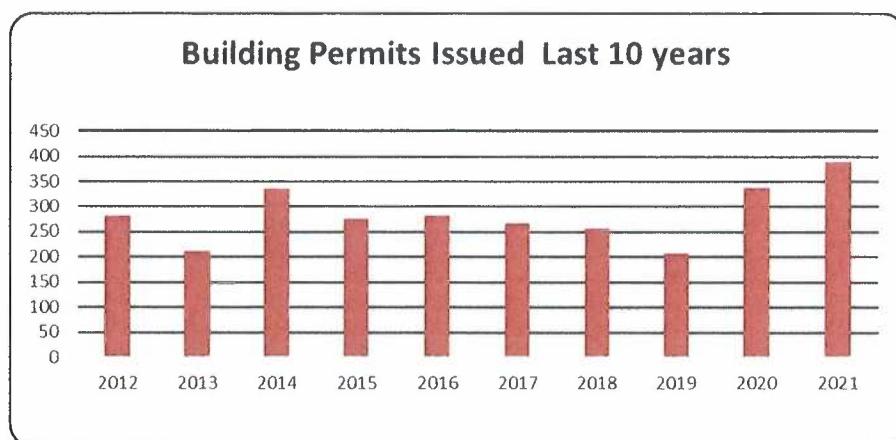
The Building Inspector and the Housing Inspector are now both experienced staff members and regularly receive positive comments from their customers.

The Code Department also supports the Heritage Commission which has seen numerous requests for demolition permits of buildings that meet their review criteria (50 years old or older and greater than 750 square feet of floor space). The commission continue to be frustrated by their lack of power in stopping demolition on some buildings they feel are important to preserve. Staff is investigating possible updates to the ordinance to address this issue

	Code Enforcement Activities					
	Assessing Year					
	16-17	17-18	18-19	19-20	20-21	21-22
Building permits	281	266	257	206	338	388
Value of permits **	\$32,501,144	\$22,848,982	\$17,496,469	\$15,649,958	\$33,005,656 *	\$48,615,456 *
Demo Permits	18	24	25	16	35	40
Value of permits**	\$654,800	\$1,066,400	\$1,438,300	\$460,800	\$4,219,792	\$2,509,250
Electrical Permits	240	223	245	237	253	317
Value of permits**	\$3,259,586	\$2,417,992	\$1,751,664	\$2,604,379	\$2,139,589	\$4,522,193
Inspections performed	1,065	866	992	925	1306	1376
Property Maint cases	58	47	42	48	57	52

* Building Permit Value also includes partial amount in Electric Permit value

** FY17 represents individual properties, not separate/multiple inspections at same property.





CONSERVATION COMMISSION

	<u>17-18</u>	<u>18-19</u>	<u>19-20</u>	<u>20-21</u>	<u>21-22</u>	<u>22-23</u>	<u>22-23</u>	<u>22-23</u>
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>DEPT</u>	<u>MANAGER</u>	<u>COUNCIL</u>
OTHER								
01 422 207 0000 Postage	\$27	\$10	\$40	\$37	\$100	\$100	\$100	\$100
01 422 208 0000 Printing	-	-	-	\$5	-	-	-	-
01 422 212 0000 Copier	16	9	9	\$16	100	100	100	100
01 422 214 0000 Supplies	-	28	77	\$-	400	400	200	200
01 422 239 0000 Weed Watchers	-	1,000	0	\$-	1,000	1,000	1,000	1,000
01 422 247 0000 Training	545	440	420	\$70	800	800	500	500
01 422 303 0000 Misc.	-	300	135	\$64	700	700	200	200
01 422 304 0000 O/S	-	-	-	\$-	-	-	-	-
01 422 390 0000 Annual Fees	<u>1,365</u>	<u>800</u>	<u>1,175</u>	<u>\$1,100</u>	<u>1,400</u>	<u>1,400</u>	<u>1,400</u>	<u>1,400</u>
TOTAL OTHER	\$1,953	\$2,586	\$1,854	\$1,291	\$4,500	\$4,500	\$3,500	\$3,500
DEPT. O&M TOTAL	\$1,953	\$2,586	\$1,854	\$1,291	\$4,500	\$4,500	\$3,500	\$3,500

ACCOUNT DESCRIPTIONS

POSTAGE This line item funds the cost of general mailings for the Commission.

COPIER The line funds the cost of copies for the Commission.

SUPPLIES This line funds miscellaneous supplies needed for the Commission.

WEED WATCHERS This line funds 3 months of the NH Lake Hosts program in Laconia. This program is most often referred to as “Weed Watchers” and places trained individuals at Laconia boat ramps to perform inspections and to teach boaters how to prevent the spread of aquatic invasive species including milfoil.

TRAINING This line funds the training needs of the Commission.

MISCELLANEOUS This line funds miscellaneous expenses for the Commission, including funding water sampling efforts for Paugus Bay.

ANNUAL FEES This line funds annual membership fees for the NH Association of Conservation Commissions.

Conservation Commission Activities

The Conservation Commission reviews and makes recommendations on Wetland Conditional Use Permits, inspects all conservation easements and reviews or comments on State wetland permits. In addition, they conduct monthly Water Quality Monitoring of Paugus Bay and its tributaries.

The Conservation Commission has served on the Winnisquam Watershed Association and provided technical assistance to the Lakes Region Planning Commission pertaining to the improvement of the Winnisquam Watershed.

The Conservation Commission is taking the lead on an Aquatic Invasive subcommittee so the City-wide milfoil problem can be addressed. The New Hampshire Department of Environmental Services will work closely with Laconia to map all problem milfoil locations. The Laconia Conservation Commission has been attending monthly meetings offered by the Lake Winnipesaukee Association in Moultonborough, so all eradication efforts can be coordinated from a regional watershed approach. Conservation Commission continues to discuss milfoil removal with the State and NHDES has agreed to help pay toward milfoil eradication efforts. The Commission believes the City will need to budget a higher amount for milfoil work as the state's funding is decreasing and private fundraising has been hampered by COVID19.

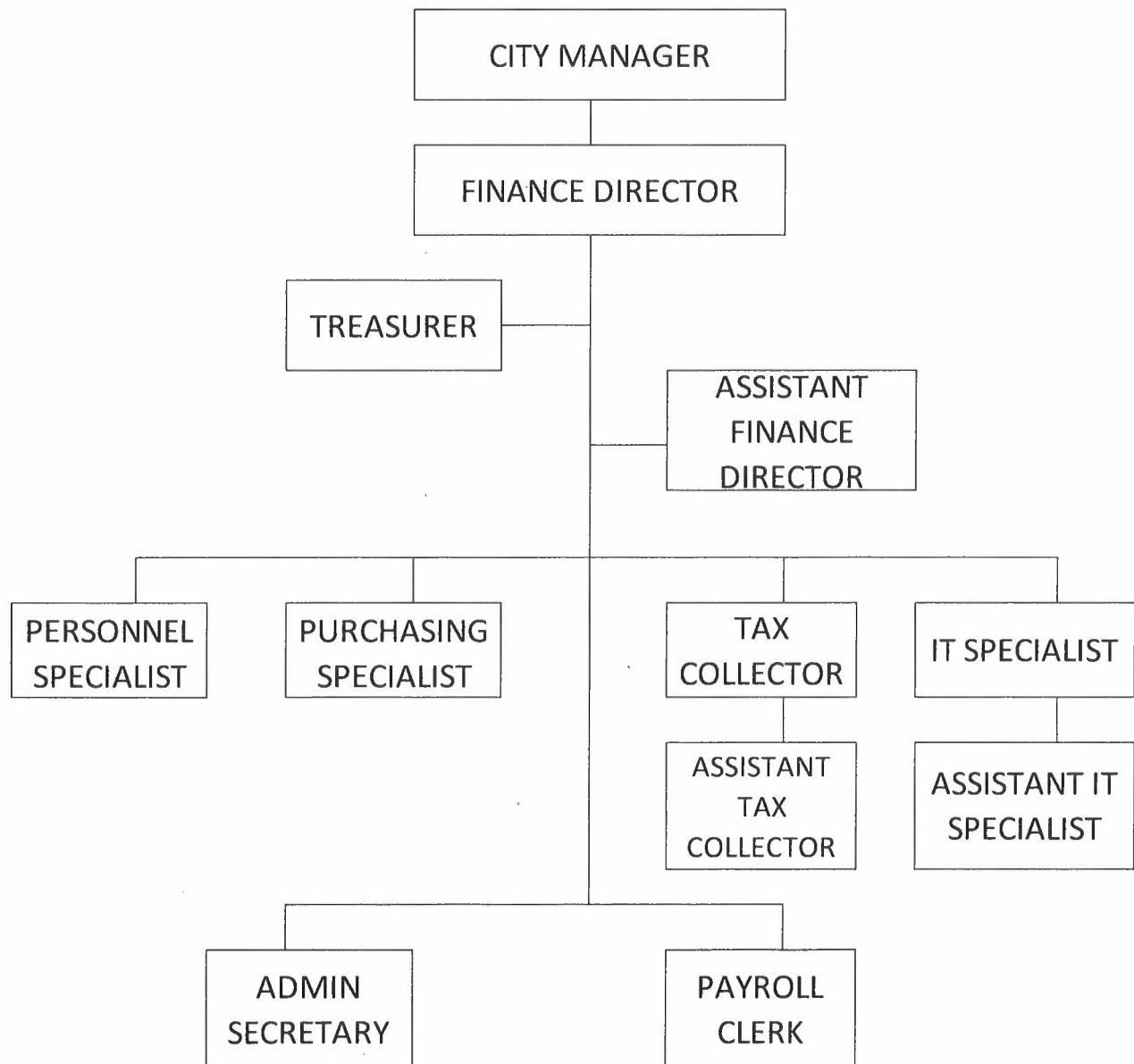
With the purchase of land on Pickerel Pond in early 2020, the Commission has arranged for the removal of three small buildings and is enabling increased public use by creating a small parking area and signage. The developer of a parcel on Endicott Street East is looking to earmark their mitigation funds for improvements at the Pickerel Pond site.

Conservation Commission Goals and Objectives for 2022-2023:

- Combat the growth of milfoil expansion in the lakes through various methods.
- Educate the public on the proper handling and disposal of various invasive species of plants they may encounter.
- Expand the water quality monitoring plan to include specific smaller construction sites.
- Continue to be an active part of the Lake Host Program.
- Continue the Winnipesaukee River debris clean-up.
- Create a larger group of Milfoil Weed Watchers.
- Continue to partner with Laconia Water Works to assure water quality is a priority in all Conservation Commission decisions.
- Continue to work toward protecting open space by securing conservation easements or outright purchases in the target areas as expressed by the recently updated Natural Resources Inventory (based off the 2011 NRI).
- Continue to work toward trail linkage opportunities and protecting wildlife corridors in coordination with the update to the natural resources section of the Laconia Master Plan.
- Assist in the improvement of the Winnisquam Watershed through a partnership with LRPC and Winnisquam Watershed Association.



FINANCE



FY 2022-23 BUDGET
**FINANCE
FISCAL**

	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>COUNCIL</u>
SALARIES								
01 403 101 0000 Salaries	\$510,188	\$519,608	\$568,559	\$ 626,349	643,860	\$ 623,430	\$ 623,430	\$ 623,430
01 403 105 0000 Overtime	460	544.8	352.01	272	500	500	500	500
01 403 106 0000 Sick-Hurt	3,085	2,813	4,254	3,494	-	-	-	-
01 403 106 0001 Personal Time		2,398	3,415	1,945	-	-	-	-
01 403 107 0000 Holidays	8,435	9,371	8,724	12,869	-	-	-	-
01 403 108 0000 Vacations	7,828	7,877	3,623	10,904	-	-	-	-
01 403 109 0000 Longevity	360	450	450	450	450	450	450	450
01 403 110 0000 Termination Pay	2,909	35,247	1,058	21,027	-	-	-	-
01 403 115 0000 Salary Adj.	-	-	-	-	16,658	28,205	28,205	28,205
TOTAL SALARIES	\$533,265	\$578,308	\$590,433	677,311	\$661,468	\$652,585	\$652,585	\$652,585
OTHER								
01 403 201 0000 Telephones	\$2,361	\$2,738	\$2,064	\$ 2,385	2,500	\$ 2,600	\$ 2,600	\$ 2,600
01 403 207 0000 Postage	16,158	16,600	16,287	15,799	18,000	17,000	17,000	17,000
01 403 212 0000 Copier	2,727	3,739	4,215	2,590	3,500	3,000	3,000	3,000
01 403 214 0000 Supplies	7,339	7,908	6,778	9,823	5,500	6,000	6,000	6,000
01 403 214 0001 Supplies - OREO/Fees	340	6,196	298	5,721	2,000	2,000	2,000	2,000
01 403 221 0000 Audit	35,055	42,350	35,343	55,061	36,000	52,150	52,150	52,150
01 403 225 0000 Mortgage Research	2,583	2,493	2,529	1,755	2,500	2,500	2,500	2,500
01 403 229 0000 Registry of Deeds	1,298	1,228	1,170	974	1,300	1,300	1,300	1,300
01 403 230 0000 I Cloud Paperless fee	48	15	-	3,257	-	10,000	10,000	10,000
01 403 233 0000 Maint. Agreements	8,491	8,522	8,089	9,806	8,700	9,550	9,550	9,550
01 403 237 0000 Records Disposition	193	-	145	710	200	200	200	200
01 403 238 0000 Bank Service Fees	822	383	103	66	200	200	200	200
01 403 245 0000 Conference-Dues	925	821	692	460	1,750	1,000	1,000	1,000
01 403 246 0000 Temporary Labor	10,547	66,918	-	-	-	-	-	-
01 403 247 0000 Training	385	344	880	900	500	802	802	802
01 403 401 0000 Equipment	2,106	714	1,059	462	1,000	1,000	1,000	1,000
TOTAL OTHER	\$ 91,378	\$ 160,969	\$79,651	\$109,769	\$ 83,650	\$ 109,302	\$ 109,302	\$ 109,302
Internal Service								
01 403 234 0000 Vehicle Replacement	180	668	500	500	500	1,000	1,000	1,000
Grand Total	\$624,823	\$739,945	\$670,584	\$787,580	\$745,618	\$762,887	\$762,887	\$762,887

FINANCE DEPARTMENT SALARY DETAIL

# of positions	Description	Weeks Worked	Hours per Week	Annual
1	Finance Dir			\$106,078.19
1	Personnel Specialist			\$69,079.47
1	Purchasing Specialist			\$62,770.34
1	Tax Collector ****			\$37,991.71
1	Asst. Finance Dir			\$65,814.31
1	Finance Clerk	52	35	\$34,165.51
1	PR/Pers Asst	52	35	\$49,118.61
0.7	Deputy Tax Coll **	52	25	\$18,058.40
1	Administrative Sec **	52	35	\$39,750.22
1	IT Specialist	52	35	\$79,824.75
1	IT Asst ***	52	35	\$59,252.94
1	Treasurer			\$11,526.00
	Interfund reimbursements			-\$10,000.00
11.7	Total			\$623,430.45

* Deputy Tax Coll. Position Split - 10 hours per week in Licensing Division

** Includes step increase

*** Budget includes \$3,800 to reclassify IT Assistant as IT Specialist effective

7/1/22

**** 0.5 of combined City Clerk/Tax Collector position

ACCOUNT DESCRIPTIONS – FISCAL

SALARIES This line funds the cost of 11 full time employees and the City Treasurer. The total salaries for the department have been reduced to reflect estimated reimbursements from both Sanitary Sewer and the Water Department for services used, for a combined total of \$10,000.

OVERTIME This line funds overtime for hourly paid employees in the department.

LONGEVITY This line funds a longevity payment to eligible employees.

SALARY ADJUSTMENT This line funds a possible pay for performance increase for eligible employees. This line has been budgeted at 5% for eligible non union employees.

TELEPHONES This line funds the cost of telephone connections and switchboard with related costs.

POSTAGE This line funds the cost of mailing of accounts payable checks, W2s, billings, general correspondence and bid packets, semi-annual tax bills, notice of uncollected taxes, all certified notices to taxpayers and mortgagees.

COPIER This line funds the cost of copying and printing for the department.

SUPPLIES This line funds the cost of general office supplies including W2s, 1099s and tax bills paper stock.

SUPPLIES-OREO (Other Real Estate Owned)/Fees This line funds the cost of various expenses related to our tax deeded properties including the cost of condo fees.

AUDIT This line funds the cost of a contract for the City's annual audit including new required accounting standards. Total audit costs are split between this account (70%) the School (23%) and the Sanitary Sewer Fund (7%)

MORTGAGE RESEARCH This line funds the cost of doing mortgage research for all tax liened properties.

REGISTRY OF DEEDS This line funds the cost of recording and releasing tax liens.

MAINTENANCE AGREEMENT This line funds the cost of maintenance agreements on telephone equipment, two copiers, check printer, postage machine and the cost of the folding machine.

VEHICLE RENTAL This line funds the cost of operation of a City vehicle as needed.

RECORDS DISPOSITION This line funds the cost of disposing of records and reports in accordance with the State's statutes.

BANK SERVICE FEES This line relates to the fees associated with adding an extra layer of security to prohibit ACH withdrawals from the City's General Fund bank account.

CONFERENCE-DUES This line funds the cost of dues to the national and local Government Finance Officers Association, Government Accounting Standards Board, International Personnel Managers Association, National Institute of Government Purchasing, Public Employee Labor Relations Board, Tax Collector Conference and the Spring Workshop.

TRAINING This line funds the cost of training such as attending seminars on GAAP updates, GASB updates, personnel law as well as computer training.

EQUIPMENT This line funds the purchase of miscellaneous equipment for the department.

FINANCE ACTIVITIES

Fiscal Administration: Process weekly payroll and accounts payables for City departments, maintain accounts for City, Library and School expendable and non-expendable trust funds, Internal Service Fund, special revenue funds, TIF Districts and capital funds; manage grant funds; coordinate the annual audit process; prepare annual budget; prepare annual CAFR, complete financial reporting to the State.

Personnel Administration: Coordinate recruitments and terminations; administer health, retirement, flexible spending and other benefit programs; monitor compliance with state and federal regulations; maintain employee files; assist City Manager in negotiation of collective bargaining agreements; coordinate workplace safety program; administer drug and alcohol screening program; administer policies and union contracts.

Purchasing: Coordinate purchasing for most city departments, manage purchase orders and supply contracts. Coordinate liability insurance claims. Track inventory and fixed assets.

Information Processing: Manage IT infrastructure for most City departments; ensure that equipment and software is up to date; assist departments with IT upgrades; manage IT security and provides training as needed.

Tax Collection: Prepare semi-annual tax warrants; prepare and mail tax bills, collects taxes owed; manages tax lien and tax deeding process; prepare necessary state reports.

FINANCE OBJECTIVES

- Process Payroll, Accounts Payable, Debt Management, Revenue Collection in most efficient manner possible.
- Maintain accounts consistent with generally accepted accounting standards
- Provide City Council, City Manager, department heads and staff with fiscal information needed to make informed decisions
- Provide departments with exceptional human resource services.
- Address FY21 CAFR recommendations
- Continue to increase IT functionality and security

FY 2022-2023 BUDGET**FINANCE
EMPLOYEE BENEFITS**

	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>COUNCIL</u>
OTHER								
01 429 120 0000 Social Security	\$322,204	\$333,984	\$336,374	\$ 357,632	\$ 366,613	\$ 393,903	\$ 387,206	\$ 387,206
01 429 130 0000 Health Insurance*	761,587	774,366	710,682	634,030	840,970	903,411	886,060	886,060
01 429 135 0000 Retirement	<u>231,520</u>	<u>242,185</u>	<u>233,180</u>	<u>244,465</u>	<u>329,921</u>	<u>349,978</u>	<u>350,908</u>	<u>350,908</u>
DEPT. O&M TOTAL	\$1,315,311	\$1,350,535	\$1,280,235	\$1,236,127	\$1,537,504	\$1,647,292	\$1,624,174	\$1,624,174

*Health Insurance costs are projected at current enrollment. This total includes optout payouts for employees not enrolled.

ACCOUNT DESCRIPTIONS - EMPLOYEE BENEFITS

SOCIAL SECURITY This line funds the cost of FICA and Medicare payments for all departments except Public Works, Solid Waste, Internal Service Fund and Sanitary Sewer. The City Manager column reflects steps/raises throughout the City that have been included in the Salaries lines across City Departments. The Social Security amount reflects these salary increases.

HEALTH INSURANCE This line funds the cost of health insurance premiums for all employees except those in Fire, Police, Public Works, Solid Waste, Internal Service and Sanitary Sewer departments, less anticipated employee contributions. Calculated based on current enrollment with an anticipated increase of 9.51%

RETIREMENT This line funds the cost of the City contribution to the New Hampshire Retirement System (NHRS) for all departments except Fire, Police, Public Works, Solid Waste, Internal Service and Sanitary Sewer. The rate of employer contribution for Group I employees is budgeted at 14.06%.

FY 2022-2023 BUDGET
**FINANCE
INSURANCE**

	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>COUNCIL</u>
OTHER								
01 433 123 0000 Unemployment Ins.	\$9,327	\$4,787	\$0	\$ -	\$ -	\$ 6,288	\$ 6,288	\$ 6,288
01 433 125 0000 Workers Comp. Ins	211,600	210,405	217,659	209,446	210,658	207,100	207,100	207,100
01 433 218 0000 Property & Liability Ins	271,247	256,189	241,825	258,950	273,800	285,492	285,492	285,492
01 433 218 0002 Wellness Program	2	628	0	273	1,500	1,500	1,500	1,500
01 433 218 0003 Safety Training	-	0	150	-	1,000	1,000	1,000	1,000
01 433 218 0007 Claims	6,854	2,865	7,675	7,585	6,000	6,000	6,000	6,000
TOTAL OTHER	\$499,030	\$474,873	\$467,310	\$476,254	\$ 492,958	\$ 507,380	\$ 507,380	\$ 507,380
DEPT. O&M TOTAL	\$499,030	\$474,873	\$467,310	\$476,254	\$ 492,958	\$ 507,380	\$ 507,380	\$ 507,380

ACCOUNT DESCRIPTIONS – INSURANCE

UNEMPLOYMENT This line funds the cost of the City payment to Primex for the Unemployment Compensation Program.

WORKERS COMPENSATION This line funds the cost of the City payment to Primex for workmen's compensation insurance. The City continues to qualify for discounts based on our participation in a best practices program (Primex Prime). FY23 estimate includes application of a credit balance recently reported by Primex.

PROPERTY-LIABILITY This line funds the cost of property and public officials' liability insurance. This line also has been updated to reflect updated property valuations. The amount reflected in the budget includes expected reimbursements from Sanitary Sewer, Water, Internal Service and the Airport. This estimate is based on the not to exceed amounts given to us by the provider.

WELLNESS PROGRAM This line funds the cost of a Wellness Program for City employees - an effort to keep employees healthy, resulting in reduced health insurance costs. This line has been level funded.

SAFETY TRAINING This line funds the cost of providing safety programs and instruction to employees. This line has been level funded.

CLAIMS This line funds the City's insurance deductibles of \$1,000 for first party claims and actual amount for claims of less than \$1,000.

		17-18 ACTUAL	18-19 ACTUAL	19-20 ACTUAL	20-21 ACTUAL	21-22 BUDGET	22-23 DEPT	22-23 MANAGER	22-23 COUNCIL
01-310-023-0000	INTEREST ON TAXES	83,447	85,346	63,555	59,211	66,000	70,000	70,000	70,000
01-310-024-0000	PEN & INT ON DEEDED PROPERTY	10,246	1,026	2,479	21,388	-	-	-	-
01-310-027-0000	REDEMPTION INTEREST	198,089	163,550	106,635	109,433	110,000	60,000	60,000	60,000
01-310-028-0000	OTHER TAX REVENUE-LRBP	13,924	20,366	26,772	36,755	36,000	36,000	36,000	36,000
01-310-031-0000	BOAT TAX	97,513	96,741	103,133	119,345	110,000	120,000	120,000	120,000
	TAXES OTHER THAN PROP. TAX	403,219	367,030	302,574	346,133	322,000	286,000	286,000	286,000
01-320-001-0000	SHARED REVENUES	-	-	396,002	377,901	-	-	-	-
01-320-002-0000	ADD ROOMS & MEALS	847,644	847,103	848,715	845,521	1,150,000	1,260,000	1,290,000	1,290,000
01-320-004-0000	LANDFILL REIMB	-	6	1,000	-	-	-	-	-
01-320-005-0000	RAILROAD USER FEES	3,245	3,365	3,685	2,137	3,600	3,000	3,000	3,000
01-320-011-0000	HIGHWAY BLOCK GRANT	348,053	329,780	348,618	329,483	315,000	329,000	590,000	590,000
01-320-011-0001	GRANT (SB38) 2017	294,634	12,127	-	-	-	-	-	-
01-320-011-0002	HB1221	-	-	-	-	-	-	-	160,000
01-320-011-0003	SB401	-	-	-	-	-	-	-	699,000
01-320-019-0000	NH FOREST LAND	308	335	344	330	325	325	325	325
	COVID - Federal	1,617,139	-	-	79,675	191,714	20,000	20,000	20,000
01-320-020-0001	COVID FUNDS - FEMA	-	-	37,102	10,215	50,000	10,000	10,000	10,000
01-320-020-0002	COVID FUNDS - STATE	-	-	204,852	482,804	-	-	-	-
	INTERGOVERNMENTAL REVENUE	3,111,023	1,192,715	1,840,318	2,128,066	1,710,639	1,622,325	1,913,325	2,772,325
01-330-001-0000	MOTOR VEHICLE PERMIT FEES	2,856,231	3,101,001	3,088,463	3,298,465	3,270,000	3,500,000	3,500,000	3,500,000
01-330-015-0000	DOG LICENSES	7,258	8,376	10,313	12,610	10,000	10,000	12,000	12,000
01-330-023-0000	BUILDING-ZONING FEES	89,144	93,411	114,534	165,089	130,000	130,000	150,000	150,000
01-330-027-0000	COST FEES-TAX COLLECTOR	20,623	20,920	19,319	15,074	17,000	17,000	17,000	17,000
01-330-039-0000	FEES-CITY CLERK	115,743	(28,224)	122,088	131,702	130,000	130,000	130,000	130,000
01-330-039-0001	FEES - BOAT AGENT FEES	6,655	2,065	1,903	2,865	2,000	2,500	2,500	2,500
01-330-039-0002	FEES - POLE LICENSES	-	80	80	-	100	100	100	100
01-330-043-0000	LICENSES/PERMITS	6,940	6,913	6,265	7,040	6,900	7,000	7,000	7,000
01-330-045-0000	FRANCHISE FEE	322,648	320,319	305,235	296,491	310,000	310,000	310,000	310,000
01-330-047-0000	MASTER ALARM FEES	62,579	63,166	57,900	65,900	60,000	63,000	63,000	63,000
	LICENSES, PERMITS FEES	3,487,820	3,588,026	3,726,100	3,995,235	3,936,000	4,169,600	4,191,600	4,191,600
01-340-001-0000	AMBULANCE SERVICE REIMBURS	116,417	(10,583)	-	-	-	-	-	-
01-340-003-0000	MISC REIMBURSABLES	-	-	-	-	-	-	-	-
01-340-437-0001	REIMB-POLICE-GUN PERMITS	860	760	550	1,135	100	500	500	500
01-340-437-0003	REIMB-POLICE-TRAINING	990	-	210,523	275	-	-	-	-
01-340-437-0004	REIMB-POLICE-EXTRA DUTY	189,228	152,038	350	491,335	200,000	300,000	300,000	300,000
01-340-437-0005	REIMB-TRANSPORT FEES	925	225	11,505	100	350	350	350	350
01-340-479-0001	REIMB-PARKS & REC-FIELD LIGHTS	3,350	1,100	3,546	10,000	-	5,000	5,000	5,000
01-340-479-0002	REIMB-PARKS & REC ASSOC UTIL	5,942	8,189	4,233	2,610	6,000	4,000	4,000	4,000
01-340-479-0003	REIMB-PARKS & REC-SWIM LESSONS	-	1,135	-	-	-	-	-	-
01-360-058-0000	REVENUE-PUBLIC WORKS	7,137	3,389	6,366	21,153	10,000	10,000	10,000	10,000
01-360-058-0001	SOLID WASTE-STICKERS	25,674	29,332	29,823	44,757	30,000	60,000	60,000	60,000
01-360-058-0002	SOLID WASTE-TRASH A	40,935	124,183	112,260	93,661	120,000	130,000	130,000	130,000
01-360-058-0003	SOLID WASTE-TRASH B	153,070	67,360	61,643	97,739	85,000	92,000	92,000	92,000
01-360-058-0004	SOLID WASTE-TRASH C	471,294	474,512	606,423	703,124	770,000	846,000	900,000	1,000,000
01-360-058-0005	SOLID WASTE-COUPONS	22,390	21,111	3,008	1,746	-	-	-	-
01-360-058-0006	SOLID WASTE-DEMO	277,732	286,406	297,913	278,340	300,000	304,000	375,000	425,000
01-360-058-0007	REVENUE-POLICE	4,735	4,909	4,278	25,385	10,000	10,000	10,000	10,000
01-360-058-0008	REVENUE-FIRE	27,899	30,394	33,741	35,060	39,000	61,000	65,000	65,000
01-360-058-0009	REVENUE-PLANNING	15,503	18,704	34,360	44,648	60,000	45,000	50,000	50,000
01-360-058-0010	TRASH-E WASTE	18,598	26,003	21,796	24,049	21,000	24,000	24,000	24,000
01-360-058-0012	REVENUE-PARKS & REC	6,553	5,630	5,621	2,265	6,000	6,000	6,000	6,000
01-360-058-0013	REVENUE-POLICE FALSE ALARMS	3,550	3,850	2,150	4,500	4,000	4,500	4,500	4,500
01-360-058-0014	SOLID WASTE-E WASTE COUPONS	70	847	1,129	39	-	-	-	-
01-360-058-0015	TRASH-WM PASS THRU TRASH	10,150	11,145	13,308	14,148	11,000	11,000	11,000	11,000
01-360-058-0016	TRASH-WM PASS THRU DEMO	14,532	15,477	11,196	6,474	15,400	15,000	15,000	15,000
01-360-058-0017	REVENUE-PLANNING SPEC EVENTS	-	875	555	800	-	1,000	1,000	1,000
01-360-058-0019	STREET DAMAGE CHARG	-	-	-	18,413	-	15,000	15,000	15,000
01-360-058-0020	SOLID WASTE - BULK ITEMS	3,374	4,516	7,726	10,836	10,000	10,000	10,000	10,000
01-360-058-0021	Transfer Station Gilford Res	-	-	15,316	206	-	-	-	-
01-360-058-0022	DPW VIOLATION REVENUE	-	-	-	2,500	-	-	-	-
	CHARGES FOR SERVICES	1,420,906	1,281,507	1,499,317	1,935,295	1,697,850	1,954,350	2,088,350	2,238,350

		<u>17-18 ACTUAL</u>	<u>18-19 ACTUAL</u>	<u>19-20 ACTUAL</u>	<u>20-21 ACTUAL</u>	<u>21-22 BUDGET</u>	<u>22-23 DEPT</u>	<u>22-23 MANAGER</u>	<u>22-23 COUNCIL</u>
01-350-001-0000	INTEREST ON GEN. FUND DEPOSITS	210,145	366,987	638,941	103,473	150,000	150,000	150,000	150,000
01-350-011-0000	ENDICOTT PARK KIOSKS	25,000	25,000	25,000	25,000	25,000	25,000	30,000	30,000
01-350-015-0000	PARKING KIOSKS LAKESIDE	123,039	146,777	139,414	123,510	150,000	150,000	180,000	275,000
01-350-016-0000	COLONIAL CONDO PARKING				29,160				
01-350-019-0000	PARKING VIOLATIONS	16,043	15,000	15,200	23,346	15,200	22,000	22,000	22,000
	PARKING	164,082	186,777	179,614	171,856	219,360	197,000	232,000	327,000
01-350-023-0000	PILOT-LHA HIRISE ELD HSING/STAFF	63,310	19,146	39,881	60,488	38,000	38,000	38,000	38,000
01-350-023-0003	PILOT-LAKE VILLAGE ELD HOUSING(I	53,539	52,982	53,568	51,862	51,800	52,000	52,000	52,000
01-350-023-0004	PILOT-TAYLOR HOME	367,958	125,864	421,138	304,299	293,700	315,000	315,000	315,000
01-350-023-0005	PILOT-CAP	16,708	15,947	20,046	15,318	16,700	16,000	16,000	16,000
01-350-023-0006	PILOT-SKATE CLUB	12,777	12,486	12,895	12,189	12,100	12,000	12,000	12,000
01-350-023-0007	PILOT-STATE	8,431	8,828	9,519	9,186	9,200	9,200	9,200	9,200
	PILOT	522,723	235,253	557,047	453,342	421,500	442,200	442,200	442,200
01-340-445-0001	REIMB - FIRE BELMONT INTERMUNIC	87,038	55,718	-	-	-	-	-	-
01-350-031-0000	SSF REIMB TO GENERAL FUND	14,000	17,000	18,550	25,000	20,000	25,000	25,000	25,000
01-360-017-0000	BANNER POLES FEES	-	-	-	-	-	-	-	-
01-360-031-0000	DOG VIOLATIONS	3,311	2,674	850	580	850	850	850	850
01-360-051-0000	MARRIAGE LICENSES	1,107	1,230	1,153	1,802	1,200	1,200	1,200	1,200
01-360-052-0000	VITAL RECORDS RESEARCH FEES	20,889	27,704	23,503	29,590	25,000	27,000	27,000	27,000
01-360-053-0000	WELFARE LIEN REIMBURSEMENTS	-	1,770	-	1,816	2,000	2,000	2,000	2,000
01-360-057-0000	MISC REVENUE	177,648	30,123	43,430	72,651	33,000	40,000	40,000	40,000
01-360-057-0001	MISC SALE OF LAND	369,365	815,961	77,679	-	77,000	77,000	77,000	77,000
01-350-037-0000	SALE OF TAX DEEDED PROPERTY	-	-	15,940	-	-	-	-	-
01-360-059-0000	CONCORD COOP REVENUE	238,612	134,593	-	43,979	-	-	-	-
01-360-059-0001	COLONIAL DEBT SERVICE	-	-	-	97,577	164,000	164,000	164,000	164,000
01-360-060-0000	LEASES	10,209	729	-	-	-	-	-	-
01-360-060-0120	LEASES-PARKS & REC	12,200	12,631	12,000	12,000	12,000	12,000	12,000	12,000
01-360-060-0130	SOLAR ARRAY RENTAL REVENUE	-	-	1,000	1,000	45,000	45,000	45,000	45,000
01-360-067-0010	OVER & SHORT-CITY CLERK	92	(211)	(306)	(114)	-	-	-	-
01-360-067-0020	OVER & SHORT-TAX COLLECTOR	16	9	(27)	(5)	-	-	-	-
01-360-067-0030	OVER & SHORT- SOLID WASTE	62	-	-	7	-	-	-	-
01-360-071-0001	POLICE- LOST & FOUND	-	-	5,172	70	-	-	-	-
01-360-071-0002	OPIOD SETTLEMENT	-	-	-	5,014	-	-	-	-
01-360-072-0000	RESTITUTION-FINES	6,856	3,414	4,850	4,193	6,000	5,000	5,000	5,000
01-360-079-0000	PRINTOUTS	281	200	191	275	100	100	100	100
01-360-110-0000	NHIT PREMIUM RETURN	-	-	-	-	87,000	-	89,000	89,000
01-360-110-0001	TRANS FROM MUNI TRANSPORTATION	-	-	3,000	96,000	96,000	96,000	96,000	96,000
01-360-110-0002	TRANS FROM HEALTH STAB. FUND	-	-	-	-	-	120,000	-	-
01-390-999-9999	TFR IN/OUT FROM GENERAL FUND	106,305	18,876	-	-	-	-	-	-
	MISCELLANEOUS	1,047,989	1,122,421	206,985	391,434	569,150	495,150	704,150	584,150
	GRAND TOTAL	10,367,907	8,340,717	8,950,894	9,524,833	9,026,499	9,316,625	10,007,625	10,991,625
ABATEMENTS/OVERLAY FOR ABATEMENTS		162,783	150,171	75,613	102,116	120,000	120,000	120,000	120,000
WAR SERVICE CREDITS		409,650	410,200	427,200	425,200	430,000	430,000	430,000	430,000

<u>BONDED DEBT</u> <u>MUNICIPAL BONDS</u>	ORIGINAL DEBT	Bal. Due 7/1/2022	YRS YRS	FY21-22 REM.	FY22-23 P & I	FY22-23 PRINCIPAL	FY22-23 INTEREST	FY22-23 P & I	% Change
2001 Capital Imp (also in schools)	\$3,565,000	20	\$0	0	\$181,015	\$0	\$0	\$0	-100.0%
2002 Capital Imp	\$2,029,000	20	\$100,000	1	\$107,500	\$100,000	\$2,500	\$102,500	-4.7%
2003 Library Renovation & addition	\$2,347,500	20	\$220,000	2	\$122,276	\$110,000	\$7,326	\$117,326	-4.0%
2010 Weirs Boardwalk	\$800,000	20	\$280,000	8	\$53,742	\$35,000	\$11,742	\$46,742	-13.0%
2010 Anthony Drive Drainage Improvemnts*	\$216,589	20	\$97,942	9	\$14,000	\$10,883	\$2,805	\$13,688	-2.2%
2011 Endicott Water Line/Weirs Bdwlk Suppliment	\$565,000	20	\$254,250	9	\$38,647	\$28,250	\$9,357	\$37,607	-2.7%
2012 Fire Engine/Salt Shed (also in ISF)	\$520,000	10	\$103,970	1	\$53,886	\$52,000	\$625	\$52,625	-2.3%
2013 Smith Track/Weirs Community Park	\$850,000	10	\$170,000	2	\$90,185	\$85,000	\$3,111	\$88,111	-2.3%
2016 Endicott Rock/Lakeside/Messer Drainage	\$1,600,000	20	\$1,200,000	15	\$120,109	\$80,000	\$37,522	\$117,522	-2.2%
2018 General Street, Sidewalk, Drainage Improvements	\$2,500,000	10	\$1,500,000	6	\$287,625	\$250,000	\$32,250	\$282,250	-1.9%
2018 LED Lighting Improvements	\$300,000	5	\$0	0	\$61,308	\$0	\$0	\$0	-100.0%
2020 Court St Bridge, Endicott Water, Lkport sewer (also in SSF)	\$750,000	20	674,325	19	\$56,787	37,462	\$18,281	\$55,743	-1.8%
2020 Court St 2, Fire Engine, DPW Truck	\$2,025,000	10	1,620,000	9	\$238,281	202,500	\$31,573	\$234,073	-1.8%
2020 Colonial Theater Renovation (also in DTIF)	\$6,700,000	25	6,163,596	24	\$287,490	268,798	\$19,228	\$288,026	0.2%
2021 Refund PD/Fire Radio, Tower, Disp.	\$630,000	8	555,712	7	\$86,195	74,288	\$11,907	\$86,195	0.0%
2021 Refund 2018 Gen. Sidewalk/Drainage	\$2,000,000	8	1,759,520	7	\$272,913	240,480	\$32,433	\$272,913	0.0%
2021 Refund 2015 Capital Improvements (Also in DTIF)	\$4,798,473	15	4,181,922	14	\$377,058	272,382	\$104,676	\$377,058	0.0%
2021 Church Street Property Acquisition	\$683,000	10	614,700	9	\$82,985	68,300	\$13,216	\$81,516	-1.8%
2021 Road Improvement Bond	\$1,312,400	10	1,312,400	10	\$34,210	132,400	\$63,556	\$195,956	472.8%
2022 Parking Garage Renovation		20					\$120,000	\$120,000	
2022 Trash Collection Totes		10					\$14,000	\$14,000	
TOTAL CITY			\$20,808,337		\$2,759,156	\$2,047,742	\$536,108	\$2,583,851	-6.4%
SCHOOL BONDS									
2001 School Renovations (also in City poriton)	\$6,223,000	20	\$0	0	\$317,750	\$0	\$0	\$0	-100.0%
2002 School Renovations	\$4,123,300	20	\$205,000	1	\$215,488	\$205,000	\$10,045	\$215,045	-0.2%
2008 MM School Construction	\$22,644,000	29	\$7,662,121	15	\$1,450,631	\$721,882	\$729,906	\$1,451,788	0.1%
2011 QZAB Bond - Huot Ctr Renovation 1st	\$2,103,000	19	\$996,000	9	\$110,700	\$110,700	-	\$110,700	0.0%
2012 QZAB Bond - Huot Ctr Renovation 2nd	\$4,397,000	19	\$2,990,000	13	\$195,000	\$205,000	-	\$205,000	5.1%
2014 School Huot Supplement	\$1,000,000	20	\$600,000	12	\$64,688	\$50,000	\$13,513	\$63,513	-1.8%
2014 QZAB Bond - LHS Renovation	\$1,828,000	21	\$1,292,500	14	\$81,000	\$82,500	-	\$82,500	1.9%
TOTAL SCHOOLS			\$13,745,621		\$2,435,257	\$1,375,082	\$753,464	\$2,128,546	-12.6%
GENERAL FUND TOTAL			\$34,553,958		\$5,194,412	\$3,422,824	\$1,289,572	\$4,712,397	-18.9%
INTERNAL SERVICE FUND BONDS									
2012 Fire Engine Replacement (also in GF)	\$580,000	10	\$58,000	1	\$60,101	\$58,000	\$697	\$58,697	-2.3%
TOTAL INTERNAL SERVICE FUND			\$58,000		\$60,101	\$58,000	\$697	\$58,697	-2.3%
SEWER BONDS									
2020 Court St Bridge, Endicott Water, Lkport sewer (also in GF)	\$1,500,000	20	\$1,350,675	18	\$113,746	\$75,038	\$36,616	\$111,654	-1.8%
TOTAL SEWER			\$1,350,675		\$113,746	\$75,038	\$36,616	\$111,654	-1.8%
WATER BONDS									
2009 Water Tank	\$1,500,000	20	\$560,000	8	\$98,416	\$70,000	\$20,065	\$90,065	-8.5%
2020 Water Line Repair and Replacement	\$1,800,000	20	\$1,740,754	19	\$125,938	\$81,549	\$43,349	\$124,898	-0.8%
TOTAL WATER			\$2,300,754		\$224,354	\$151,549	\$63,414	\$214,963	-4.2%
DOWNTOWN TIF Bonds									
2021 Refund 2015 Capital Improvements (also in GF)	\$1,278,620	15	1,114,332	14	\$100,472	74,286	\$26,186	\$100,472	0.0%
2020 Colonial Theater Renovation (also in GF)				24	\$210,000		\$210,000	\$210,000	
TOTAL DOWNTOWN TIF			\$1,114,332		\$309,767	\$74,286	\$236,186	\$310,472	0.2%
WEIRS TIF BONDS									
2015 Capital Improvments	\$1,600,000	20	\$1,255,559	15	\$108,838	\$69,060	\$39,779	\$108,839	0.0%
TOTAL WEIRS TIF			\$1,255,559		\$108,838	\$69,060	\$39,779	\$108,839	0.0%
GRAND TOTAL			\$40,633,278		\$6,011,218	\$3,850,757	\$1,666,264	\$5,517,022	-8.2%

* Constructed with ARRA funds from the State Revolving Loan Fund. This loan forgives 50% of the principal at the time of repayment. Interest is paid only on the City's share of the debt.

FY 2022-23 BUDGET
**FINANCE
REIMBURSEMENTS**

	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>COUNCIL</u>
OTHER								
01 427 901 0020 Recreation & Facilities	\$9,292	\$5,630	\$5,620	\$0	\$5,000	\$5,000	\$5,000	\$5,000
01 427 901 0040 Police	191,078	152,038	210,000	379,093	160,000	160,000	160,000	160,000
01 340 437 0005 Transport Fees	925	225	-		300	-	-	-
01 340 445 0001 Belmont Fire	87,038	55,178	-	-	-	-	-	-
01 427 901 0080 Fire	-	-	-	-	-	-	-	-
TOTAL OTHER	\$288,333	\$213,071	\$215,620	\$379,093	\$165,300	\$165,000	\$165,000	\$165,000
DEPT. O&M TOTAL	\$288,333	\$213,071	\$215,620	\$379,093	\$165,300	\$165,000	\$165,000	\$165,000

These expenses are also reflected as revenue and therefore have no impact on the tax rate,

ACCOUNT DESCRIPTIONS – REIMBURSABLES

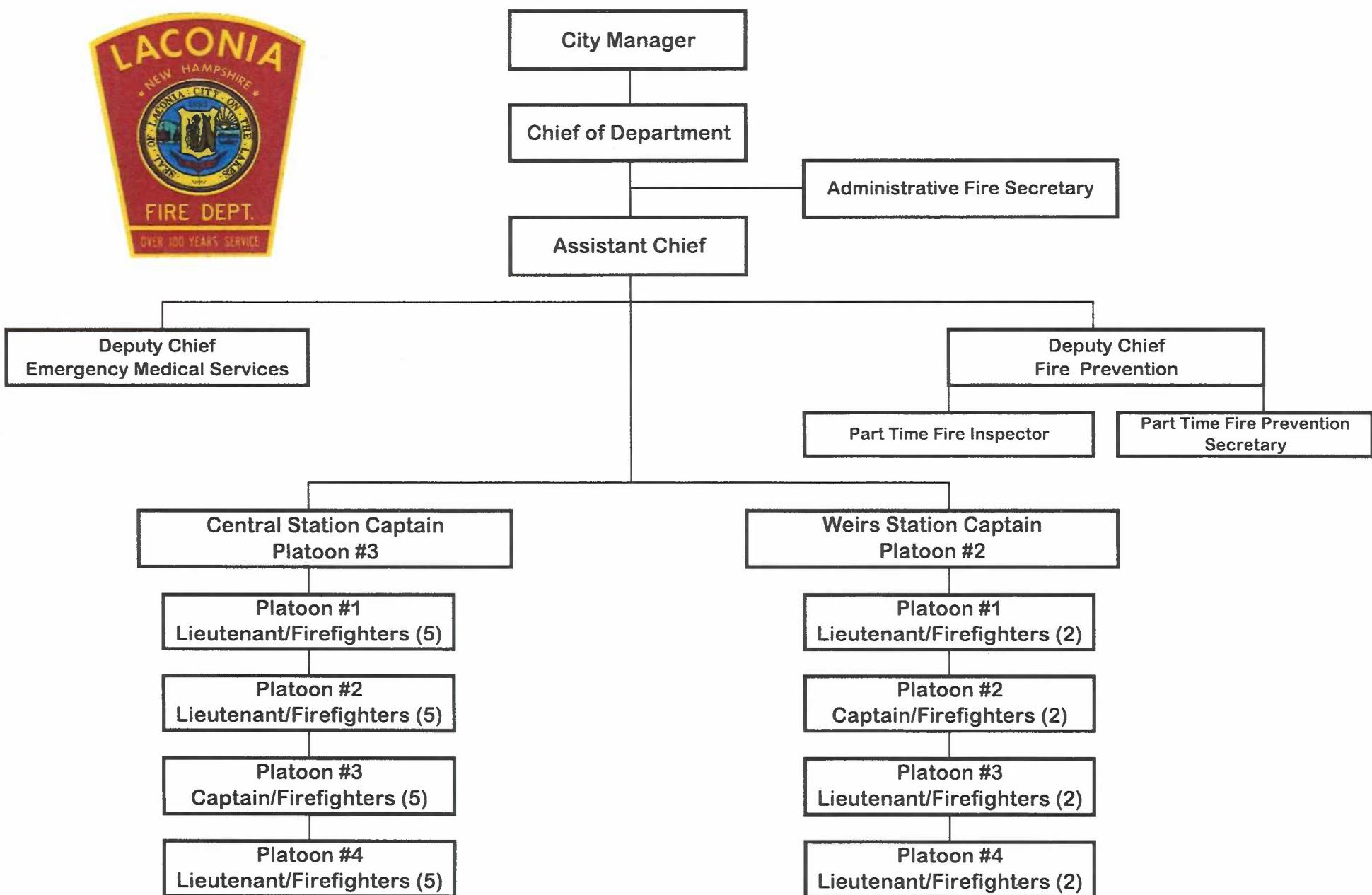
RECREATION & FACILITIES This line includes reimbursements for field lights, park association utilities and swim lessons, which the City receives and also budgets as revenue. Reimbursements received from the Muskrats for the use of Robbie Mills field as well as the expenses related to the Parks Co-op Program are included in this line. These reimbursements allow the Recreation and Facilities Department to spend that revenue.

POLICE This line includes court fees, extra duty, transport fees and training reimbursements, which the City also budgets as revenue. This line allows the Police Department to spend that revenue.

LACONIA FIRE DEPARTMENT ORGANIZATION CHART



59



	17-18 ACTUAL	18-19 ACTUAL	19-20 ACTUAL	20-21 ACTUAL	21-22 BUDGET	22-23 DEPT	22-23 MANAGER	22-23 COUNCIL
SALARIES								
01 445 101 0000 Regular Salaries*	\$2,097,326	\$2,083,367	\$2,202,443	\$2,123,825	\$2,295,776	\$ 2,427,955	\$2,427,955	\$2,427,955
01 445 105 0000 Extra Duty Coverage	51,506	\$49,095	\$69,734	\$ 97,138	-	85,000	85,000	85,000
01 445 105 0001 Extra Duty Special Events	-	\$4,556	\$636	\$ (311)	70,000	25,000	25,000	25,000
01 445 106 0000 Sick-Injury Coverage	55,325	\$53,982	\$51,234	\$ 115,977	-	85,000	70,000	70,000
01-445-106-0001 Personal Coverage	46,027	\$32,899	\$52,153	\$ 53,689	80,000	80,000	80,000	80,000
01 445 107 0000 Holidays	118,541	\$114,163	\$119,832	\$ 130,256	127,500	132,000	132,000	132,000
01 445 108 0000 Vacation	113,765	\$103,159	\$94,079	\$ 121,917	134,000	144,000	139,000	139,000
01 445 109 0000 Longevity	1,860	\$1,740	\$1,740	\$ 1,980	-	1,980	1,980	1,980
01 445 110 0000 Termination Pay	3,855	\$12,695	\$0	\$ 71,950	2,100	-	-	-
01 445 111 0000 Contractual EMT-Incentive	43,500	\$15,000	\$16,500	\$ 15,750	49,000	15,750	15,750	15,750
01 445 112 0000 Educational Stipends	-	\$25,700	\$30,954	\$ 26,350	-	31,000	31,000	31,000
01 445 115 0000 Salary Adj.	-	\$ -	\$ -	\$ -	3,300	19,300	19,300	19,300
01 445 130 0000 Health Insurance	646,088	\$594,521	\$591,845	\$ 615,408	701,823	716,220	688,476	688,476
01 445 132 0000 F.F. Insurance	820	\$820	\$820	\$ 1,148	1,200	1,200	1,200	1,200
01 445 135 0000 Retirement	785,167	763,794	740,172	\$ 802,212	848,712	952,120	952,120	952,120
TOTAL SALARIES	\$3,963,780	\$3,855,492	\$3,972,142	\$4,177,287	\$4,388,411	\$4,716,525	\$4,668,781	\$4,668,781
OTHER								
01 445 201 0000 Telephones	\$8,069	\$7,744	\$8,500	\$ 11,452	\$ 8,200	\$ 9,000	\$ 8,200	\$ 8,200
01 445 202 0000 Lights-Power	38,496	\$38,044	\$34,150	\$ 38,583	38,000	38,500	38,500	38,500
01 445 203 0000 Water-Sewer	4,329	\$4,197	\$4,612	\$ 4,402	4,600	4,600	4,600	4,600
01 445 204 0000 Heating Fuel	16,001	\$18,091	\$15,228	\$ 16,015	18,000	17,500	17,500	17,500
01 445 212 0000 Copier	2,309	\$2,449	\$2,677	\$ 1,283	2,500	2,500	2,500	2,500
01 445 214 0000 Supplies-Department	5,235	\$6,832	\$4,392	\$ 5,434	7,000	7,000	7,000	7,000
01 445 233 0000 Maint.-Equipment	5,138	\$6,810	\$2,279	\$ 7,694	7,000	8,000	8,000	8,000
01 445 233 0001 Maint.-Fire Alarms	4,422	\$577	\$969	\$ 1,375	5,000	5,000	5,000	5,000
01 445 233 0003 Maint.-Radios	1,761	\$90	\$1,122	\$ 1,961	2,500	2,500	2,500	2,500
01 445 235 0000 Maint.-Station Repairs	20,947	\$13,703	\$23,512	\$ 11,110	9,000	12,000	12,000	12,000
01 445 235 0001 Maint-Station Supplies	4,025	\$7,126	\$5,539	\$ 7,519	7,000	7,000	7,000	7,000
01 445 245 0000 Conference/Dues	2,127	\$1,751	\$1,961	\$ 2,288	2,500	2,500	2,500	2,500
01 445 247 0000 Training	3,042	\$1,038	\$5,216	\$ 3,047	6,000	6,000	6,000	6,000
01 445 247 0003 Career Development	1,185	\$444	\$3,349	\$ 1,095	1,500	1,500	1,500	1,500
01 445 251 0000 Uniform Allowance	13,325	\$23,089	\$22,587	\$ 17,450	18,000	18,000	18,000	18,000
01 445 251 0001 Protective Clothing	15,289	\$20,749	\$8,687	\$ 7,335	20,000	30,000	25,000	25,000
01 445 253 0000 Physical Exams	9,459	\$10,758	\$4,956	\$ 4,100	14,000	11,000	11,000	11,000
01 445 304 0000 O/S Contracts	18,394	\$19,761	\$17,432	\$ 15,269	20,000	20,000	20,000	20,000
01 445 359 0000 Fire Prevention-Administratio	1,155	\$1,472	\$916	\$ 995	1,000	1,000	1,000	1,000
01 445 359 0001 Fire Prevention-Public Education	930	\$0	\$0	\$ 930	500	500	500	500
01 445 367 0000 Emergency Management -CE	2,000	\$2,000	\$1,000	\$ 500	500	500	500	500
01 445 375 0000 LR Mutual Fire O/S	138,902	\$142,061	\$145,188	\$ 149,248	155,610	153,731	153,731	153,731
01 445 401 0000 Equipment	8,705	\$11,123	\$11,438	\$ 10,730	12,000	15,000	13,000	13,000
01 445 401 0002 Equipment-Training	-	\$0	\$196	\$ -	1,000	1,000	1,000	1,000
01 445 401 0004 Special Events Coverage	392	\$517	\$486	\$ 1,364	500	500	500	500
01 445 403 0007 Radio Pager Replacement	870	\$1,507	\$1,458	\$ 0	-	-	-	-
01 445 901 9998 LRGH Reimbursement	-	(10,583)	-	-	-	-	-	-
01 445 901 9999 Belmont Intermunicipal Agree	(87,038)	(55,718)	-	-	-	-	-	-
01 445 999 9999 Fire Transfer In/Out	-	-	-	-	-	-	-	-
TOTAL OTHER	\$239,469	\$275,630	\$327,850	\$321,181	\$363,910	\$374,831	\$367,031	\$367,031
Internal Service								
01 445 234 0000 Vehicle Repair	80,000	\$80,000	\$98,402	\$ 42,191	118,231	145,066	145,066	145,066
01 445 234 0001 Vehicle Replacement	109,115	115,000	117,000	\$ 210,957	120,638	175,433	175,433	120,433
ISF TOTAL	\$189,115	\$195,000	\$215,402	\$253,148	\$238,869	\$320,499	\$320,499	\$265,499
Less Belmont Municipal Agreement	(87,038)	-						
Net Fire Budget	\$4,479,402	\$4,326,122	\$4,515,394	\$4,751,616	\$4,991,190	\$5,411,855	\$5,356,311	\$5,301,311

*Regular Salaries reflects Step and COLA increases on the date of the employee's anniversary.

FIRE DEPARTMENT SALARY DETAIL

#	Description	Annual
ADMINISTRATION		
<i>Full Time</i>		
1	Chief	\$133,079.96
1	Asst Chief	\$99,993.92
1	Deputy Chief/Prevention	\$87,877.92
1	Admin Sec	\$46,384.80
4	Admin Full Time	\$367,336.60
<i>Part time</i>		
0.3	PT Inspector	\$16,000.00
0.72	PT Secretary	\$24,550.24
1.02	Admin Part Time	\$40,550.24
5.02	Admin Total	\$407,886.84
FIREFIGHTERS		
1	Capt/Paramedic	\$83,275.92
1	Capt/AEMT	\$74,037.60
4	Lt/Paramedic	\$301,129.92
2	Lt/AEMT	\$138,159.84
3	FF6th/AEMT	\$182,342.16
5	FF5th/AEMT	\$294,949.20
2	FF4th/AEMT	\$114,922.08
2	FF3rd/AEMT	\$110,554.08
2	FF2nd/ Paramedic	\$110,248.32
1	FF2nd/AEMT	\$51,520.56
3	FF1st/ Paramedic	\$158,951.52
6	FF1st/AEMT	\$296,936.64
4	New Positions	\$ 103,040.00
36	Firefighter Total	\$2,020,067.84
41.02	Grand Total	\$2,427,954.68

** Four new positions, budgeted for 6 months at
FF2nd/AEMT class

ACCOUNT DESCRIPTIONS

SALARIES This line funds the cost of salaries for the Fire Chief, Assistant Fire Chief, Deputy Chief of Fire Prevention, the Administrative Fire Secretary, PT Fire Inspector, PT Fire Prevention Secretary, and 32 operational personnel (4 additional firefighters and Deputy Chief of Emergency Medical Services will be funded through the EMS budget). Total number of personnel in Emergency Operations is 36 (2 Captains, 6 Lieutenants, and 28 firefighters), not including Chief Officers. The account includes funding for 4 additional firefighters funded for 6 months.

OVERTIME Overtime is broken down into 4 categories: Vacation, Sick, Personal, Extra Duty. Shift coverage (overtime needed) was consistently between 18-19 (12-hour) shifts per FTE per year over the last 4 years. Over the last two years this has increased to 25-26 (12 hour) shifts per FTE. For FY 19, we decreased staffing from 9 to 8 on shifts where at least one person was off for any reason.

The increase in this year's overtime line(s) reflect the increased amount of time off, to go back to covering at full staffing (9) 24 hours all the time.

EXTRA DUTY SPECIAL EVENTS This line was increased to include the ability for each member of the department to have 16 hours of training funded as either backfill or overtime. This will incentivize more members to take outside training and will not be a financial burden on extra duty coverage, which is designed for recalls, storm coverage, department meetings, etc.

PERSONAL DAYS COVERAGE The use of personal days has risen because of our low sick-time; employees earn a Personal Day for not using sick-time. The line covers the cost associated with covering the vacancy from the Personal Day.

EXTRA DUTY COVERAGE This line covers the cost of unscheduled and unexpected overtime. Extra Duty covers overtime for major emergencies, such as building fires, water and ice rescues, severe storms, gas leaks, and large brush fires, as well as multiple emergencies. In addition, it also covers overtime for staff meetings, off-duty training, and special events such as Fourth of July.

Emergency recalls, which is when off-duty personnel are called back into work either for a structure fire, or when multiple calls are tying up multiple companies, are increasing with the increased workload.

SICK-INJURY COVERAGE This line funds the replacement of personnel on sick or injured leave. Regular sick time averages four- twelve hour shifts per FTE per year. We have seen a significant decrease in line-of-duty injuries in the past 5 years.

HOLIDAYS This line funds the cost of contractually required holiday differential pay for 11 holidays.

VACATION COVERAGE This line covers all the cost associated with time-off for vacations.

LONGEVITY This line funds longevity payments to eligible employees.

CONTRACTUAL INCENTIVES and EDUCATIONAL STIPENDS This line funds an incentive program for EMT-Advanced certifications. Also included is incentives for training above minimum

qualifications. These incentives include but are not limited to college degrees in fire science or emergency medicine, advanced technical rescue, and fire officer classes.

SALARY ADJUSTMENT This line funds a possible pay for performance increase for eligible employees. *This year's includes additional request is to off-set the sign-on incentive.*

HEALTH INSURANCE This line funds the estimated cost of health insurance for all department employees. This line is based on the health insurance premiums as provided by New Hampshire Interlocal Trust less anticipated employee contributions and employee enrollment at the time the budget was prepared.

FIREFIGHTER INSURANCE This line funds the cost of membership in the NH State Fireman's Association. This association provides benefits to firefighters who are injured on duty.

RETIREMENT This line funds the cost of the City's share of the retirement system for department employees.

TELEPHONES This line funds the cost of telephone service at the Central and Weirs Stations. In addition, it covers the cost of fire department used cell phones, two fax machines, internet access, and computer connections. The fax machines are being phased out but at this time we still rely on faxes of medical information and fire reports.

LIGHTS-POWER This line funds the cost of electricity at the Central and Weirs Stations and the Weirs Community Center.

WATER-SEWER This line funds the cost of water and sewer at the Central and Weirs Stations and the Weirs Community Center.

HEATING FUEL This line funds the cost to heat the Central and Weirs Stations, as well as the Weirs Community Center.

COPIER This line funds the copying machine and the paper and supplies associated with the machine.

SUPPLIES-DEPARTMENT This line funds the cost of administrative supplies such as office supplies, paper goods, computer supplies and postage.

MAINTENANCE-EQUIPMENT This line funds the maintenance and repair to fire/rescue equipment. Some items covered are hydrostatic testing of air cylinders, fire extinguisher recharging, as well as other general maintenance and repairs to tools and equipment such as fire hose, nozzles, hand tools, Jaws of Life, power fans, gas meters and power saws.

MAINTENANCE-FIRE ALARM This line funds the cost of maintenance, repair and extension of the municipal fire alarm system. The municipal fire alarm system generates approximately \$60,000 in user fees per year. The system consists of more than 300 Master Boxes, which monitor individual buildings, and a few remaining street boxes, which are located at specific intersections. The devices are monitored at Lakes Region Mutual Aid. This system provides direct and immediate notification of a fire. The system requires updates as technology improves and because the system is exposed to the elements,

there is considerable wear and tear. This system provides early and automatic notification of fire. Its reliability is one reason why many of our reported fires are quickly extinguished with minimal damage. We are continuously working to remove this 100 plus year-old system.

MAINTENANCE-RADIO This line funds the repair and maintenance costs of all communication devices - pagers, base radios, amplifiers, portable radios and mobile radios, as well as replacement radio batteries, and replacement of damaged or lost radios. Cost for one radio battery is \$125.00. We have 40 portable radios, 40 pagers, and 18 mobile radios.

MAINTENANCE-STATION REPAIRS This line funds routine building repairs for the Central and Weirs Stations and includes such things as repairs to overhead doors, furnaces, roofs, windows, doors, plumbing, lighting, electrical systems, painting, general cleaning, etc.

MAINTENANCE-STATION SUPPLIES This line funds the cost of cleaning supplies and equipment, replacement furniture and appliances, and other cleaning items for all three stations.

CONFERENCE/ DUES This line funds dues and membership costs for staff personnel to be associated with state and national fire organizations and attendance at conferences and seminars for staff personnel.

TRAINING This line funds department training activities such as seminars, fire schools, handouts, and any instructor costs incurred. The line does not cover any salary costs associated with training.

CAREER DEVELOPMENT This line funds the cost associated with development of fire officers through their attendance to training programs involving supervisory duties, command and control, management, personnel practices. These classes are very beneficial to the City and Department in developing our future leaders.

UNIFORM ALLOWANCE This line funds the contractual obligation to provide each employee with uniforms, as well as the non-union staff. The City now provides a quartermaster type service whereby the employee is no longer guaranteed a specific amount of funding. The contract now requires that we purchase items as needed. Included in this line is the cost to purchase Class A uniforms for new employees after they complete probation.

PROTECTIVE CLOTHING This line funds the cost of all protective clothing for 40 firefighters. One set of firefighting gear (protective coat and pants) is over \$2,000. Other items include Nomex gloves, Nomex hoods, fire helmets, forest fire gear, fire boots, personal flashlights, and eye and hearing protection. Total to outfit one firefighter head to toe is over \$3,000.

PHYSICAL EXAMS This line funds the cost of pre-employment and contractually required yearly physical exams. This is money well spent in protecting our firefighters as well as protecting our investment. A fit firefighter will be less prone to injury and illness.

OUTSIDE CONTRACTS This line funds the costs of all contracts and the cost of the promotional exam. Two years ago, we realigned all our maintenance contracts and placed them in this line. These items are such things as aerial testing, air compressor testing, air quality, computer software, telephone maintenance. The maintenance of equipment line was reduced accordingly.

FIRE PREVENTION-ADMINISTRATION This line funds the cost of fire prevention and administrative supplies including fire investigation costs, photography, codebooks and inspection forms, and membership with the NFPA code subscription service. An added expense has been the cost to send certified mail to owners of multi-family dwellings.

FIRE PREVENTION-PUBLIC RELATIONS This line funds all of the department's public education initiatives, including the Risk Watch program in the Elementary Schools, our annual Open House, fire education videos, fire extinguisher classes and supplies, and general fire safety classes.

EQUIPMENT This line funds the cost of new equipment and replacement of damaged equipment including hoses, nozzles, hand tools, ladders, salvage equipment, fire ground lighting, ventilation tools, smoke ejectors, portable generators, gas detection devices, and other firefighting related equipment carried on vehicles.

EQUIPMENT-TRAINING This line funds training equipment including such items as audio and visual equipment, training programs, software, books, supplies, and other training aids.

SPECIAL EVENTS COVERAGE This line funds the cost of any expenses associated with special events, such as receptions, retirements, or business meetings.

RADIO PAGER REPLACEMENT This line funds the annual replacement of our pagers, which reduces annual maintenance and repair costs. These radios are critical to our operation as this is the system to alert on-duty and off-duty members of emergency calls.

EMERGENCY MANAGEMENT-CERT The funds go to the Lakes Region Community Emergency Response Team to support the administrative costs of the team. This group of volunteers works throughout the year supporting both police and fire. Lakes Region Partnership, which is the parent organization of LR CERT, has been a big part of our Covid response success.

LAKES REGION MUTUAL FIRE AID (O/S) This line covers the City's cost for Lakes Region Mutual Fire Aid (LRMFA). This amount reflects Laconia's portion of the expense. LRMFA provides radio dispatch, answers emergency telephone calls, contacts other agencies, notifies mutual aid departments, and monitors the City Fire Alarm system.

VEHICLE RENTAL This line funds the cost of operating all vehicles used by this department.

INTERNAL SERVICE FUND This line funds payment to the Internal Service Fund for depreciation on department vehicles.

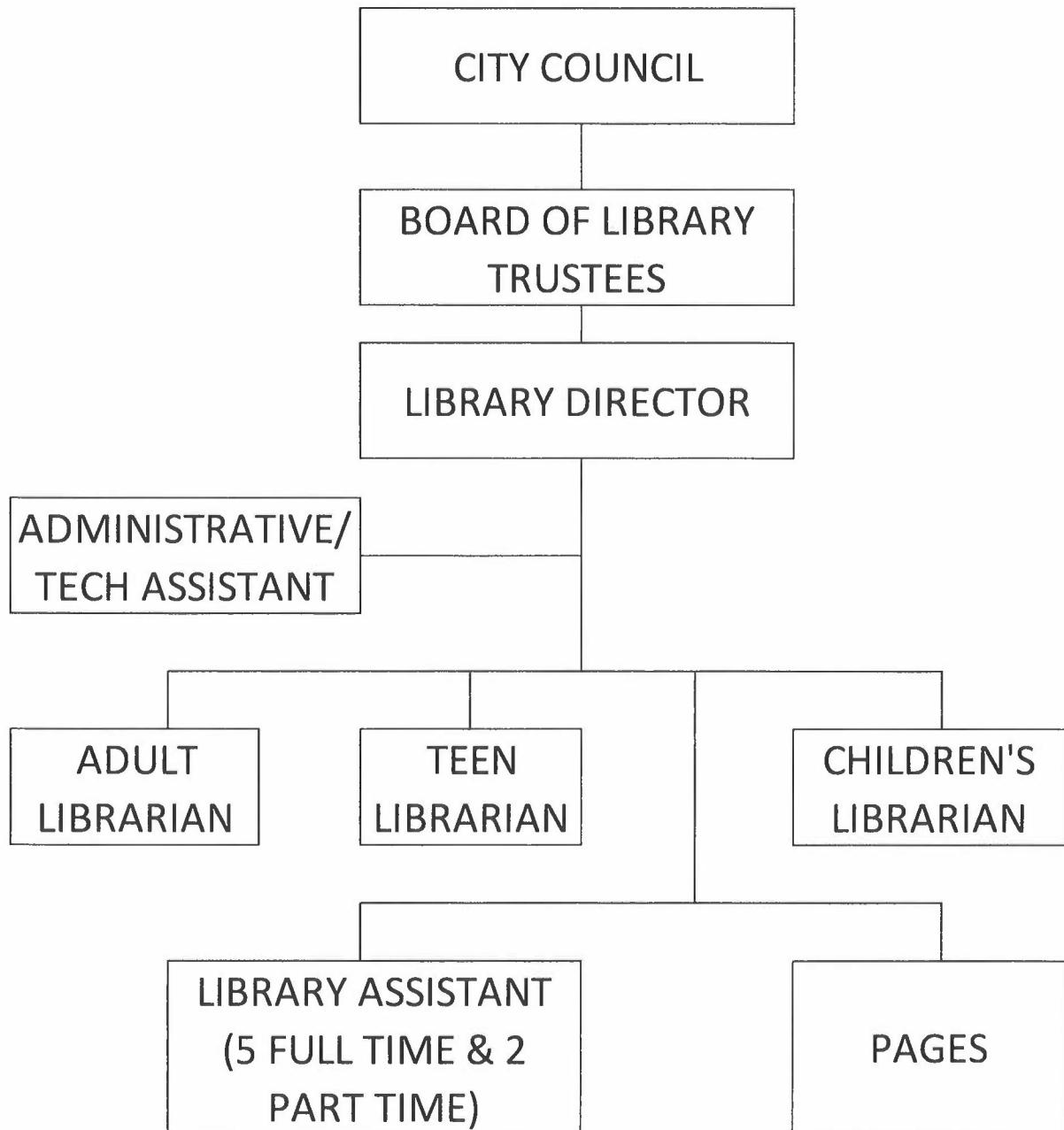


LEGAL

	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>COUNCIL</u>
OTHER								
01 402 225 0000 Law Books	\$ -	\$ -	\$ 78	\$ -	\$ -	\$ -	\$ -	\$ -
01 402 225 0001 Special Outside Litigation	411	354	754	2,184	10,000	10,000	10,000	10,000
01-402-225-0002 123 Elm St Settlement	-	-	173	-	-	-	-	-
01 402 225 0003 General Code Update	3,877	2,075	6,190	545	2,000	2,000	2,000	2,000
01 402 225 0005 Litigation	21,013	6,624	31,817	29,159	30,000	30,000	30,000	30,000
01 402 225 0006 Retainer	42,101	39,014	47,117	46,748	44,000	44,000	50,000	50,000
01 402 225 0007 Negotiator	275	927	375	1,825	10,000	10,000	10,000	10,000
TOTAL OTHER	\$ 67,677	\$ 48,993	\$ 86,425	\$ 80,540	\$ 96,000	\$ 96,000	\$ 102,000	\$ 102,000
DEPT. O&M TOTAL	\$ 67,677	\$ 48,993	\$ 86,425	\$ 80,540	\$ 96,000	\$ 96,000	\$ 102,000	\$ 102,000



LIBRARY



	<u>17-18</u>	<u>18-19</u>	<u>19-20</u>	<u>20-21</u>	<u>21-22</u>	<u>22-23</u>	<u>22-23</u>	<u>22-23</u>
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>DEPT</u>	<u>MANAGER</u>	<u>COUNCIL</u>
SALARIES								
01 481 101 0000 Salaries	\$458,357	\$467,788	\$431,114	\$ 448,650	\$ 560,917	\$ 593,576	\$ 583,576	\$ 583,576
01 481 105 0000 Overtime	184	539	85	\$ -	-	-	-	-
01 481 106 0000 Sick-Hurt	15,236	12,430	17,577	\$ 8,967	-	-	-	-
01 481 106 0001 Personal Time	-	2,253	3,424	\$ 2,967	-	-	-	-
01 481 107 0000 Holidays	17,690	15,882	15,857	\$ 14,938	-	-	-	-
01 481 108 0000 Vacations	19,241	17,580	17,872	\$ 10,514	-	-	-	-
01 481 109 0000 Longevity	660	540	390	\$ 450	540	540	540	540
01 481 110 0000 Termination Pay	26,801	19,022	1,981	-	-	-	-	-
TOTAL SALARIES	\$538,169	\$536,035	\$488,301	\$486,486	\$561,457	\$594,116	\$584,116	\$584,116
OTHER								
01 481 201 0000 Telephones	\$2,710	\$3,830	\$3,599	\$ 4,730	3,960	4,080	4,080	4,080
01 481 201 0001 Internet/Cable	4,626	2,451	2,639	\$ 2,556	2,580	2,660	2,660	2,660
01 481 202 0000 Lights-Power	38,901	39,188	32,630	\$ 40,592	40,000	41,200	41,200	41,200
01 481 203 0000 Water-Sewer	2,554	3,457	3,065	\$ 2,188	3,000	3,000	3,000	3,000
01 481 204 0000 Fuel	21,004	20,832	18,530	\$ 18,422	21,000	21,630	21,630	21,630
01 481 207 0000 Postage	2,292	1,397	1,654	\$ 945	2,000	1,500	1,500	1,500
01 481 208 0000 Printing	2,524	1,561	1,043	\$ -	1,400	500	500	500
01 481 214 0001 Supplies-Library	17,008	7,080	8,142	\$ 8,542	8,000	8,240	8,240	8,240
01 481 214 0002 Supplies-Building	3,196	2,939	3,078	\$ 979	2,600	2,600	2,600	2,600
01 481 214 0003 Supplies-Office	4,382	3,355	3,860	\$ 2,833	4,500	4,200	4,200	4,200
01 481 233 0000 Maint.-Equipment	8,099	8,887	6,504	\$ 10,891	9,000	9,300	9,300	9,300
01 481 235 0000 Maint.-Building/Janitorial	53,024	59,310	63,826	\$ 71,711	60,000	62,000	62,000	62,000
01 481 235 0001 Maint-Software/Service Contract	15,832	17,591	7,407	\$ 5,360	8,000	7,500	7,500	7,500
01 481 235 0002 Maint- Security/Virus Protection	439	928	4,587	\$ 160	3,000	2,500	2,500	2,500
01 481 235 0003 Maint-Elevator	3,619	3,662	4,722	\$ 2,914	4,000	4,500	4,500	4,500
01 481 235 0004 Maint-HVAC	9,226	10,512	11,574	\$ 9,856	10,000	15,600	15,600	15,600
01 481 242 0000 Travel-Meetings	1,767	2,311	1,283	\$ 49	2,400	1,500	1,500	1,500
01 481 245 0000 Conference-Dues	768	405	1,475	\$ 235	1,000	1,000	1,000	1,000
01 481 247 0000 Education/Training	2,000	1,129	369	\$ 650	1,200	1,000	1,000	1,000
01 481 257 0000 Books	75,733	76,841	62,282	\$ 63,610	65,065	67,000	67,000	67,000
01 481 259 0010 Non-Print Media	16,680	16,224	28,939	\$ 31,717	32,064	33,000	32,000	32,000
01 481 259 0020 Periodicals	10,271	9,056	10,039	\$ 9,631	10,000	10,000	10,000	10,000
01 481 263 0000 Programs	15,398	17,383	10,996	\$ 7,773	15,000	15,000	14,000	14,000
01 481 363 0000 Gale Park	1,467	1,862	2,507	\$ 994	2,000	2,000	2,000	2,000
01 481 401 0000 Equipment	5,906	7,790	7,169	\$ 14,098	12,000	12,000	10,000	10,000
01 481 404 0000 Legal	1,875	-	-	\$ 1,289	-	-	-	-
01 481 405 0001 Bookbinding	-	-	-	-	500	500	500	500
TOTAL OTHER	\$321,301	\$319,982	\$301,916	\$312,723	\$324,269	\$334,010	\$330,010	\$330,010
<i>Grand Total</i>	<i>\$859,470</i>	<i>\$856,017</i>	<i>\$790,217</i>	<i>\$799,209</i>	<i>\$885,726</i>	<i>\$928,126</i>	<i>\$914,126</i>	<i>\$914,126</i>
Reimbursement Library Trust	(12,829)	(2,351)	-	-	-	-	-	-
Net	846,641	853,666	790,217	799,209	885,726	928,126	914,126	914,126

LIBRARY SALARY DETAIL						
	#	Description	Weeks	Hours/ Week	Annual	
<i>Full Time</i>	1	Director	52	40	\$93,563.89	
	1	Adm/Tech Asst.	52	40	\$50,741.60	
	1	Librarian Adult Services	52	40	\$63,000.60	
	1	Children's Librarian	52	40	\$52,830.96	
	3	Library Tech	52	40	\$146,148.60	
	3	Library Asst.	52	40	\$124,849.92	
	Full Time Total				\$531,135.57	
<i>Part Time</i>	2	Library Asst	52	22.5	\$47,210.48	
	1	Library Tech	52	10	\$10,566.19	
	1	Page	52	10	\$4,663.75	
	Part Time Total				\$62,440.42	
	14	TOTAL		465	\$693,575.98	

ACCOUNT DESCRIPTIONS

SALARIES The library has ten full time employees, three part time employees and a library page. Nine employees are eligible for step increases based upon Laconia Public Library's 10 step wage structure. Three employees have reached the tenth and final step.

LONGEVITY This line funds longevity payments to three eligible employees.

TERMINATION This line funds unused leave for employees who retire.

TELEPHONES This line finds the cost of telephone service at Gale Memorial Library and Goss Reading Room.

INTERNET CABLE This line funds the cost of fast, commercial grade internet service at Gale Memorial Library and Goss Reading Room. The library substantially upgraded its internet service in 2016. This heavily used service includes high speed wireless and encompasses both the library building itself and the entire library grounds, including Gale park and the Library's 65 space parking lot. Laconia Public Library is proud to be Laconia's free wireless hot spot.

LIGHTS-POWER This line funds the cost of lights, power, and air conditioning at Gale Memorial Library and Goss Reading Room. This line is increased by \$1,200.

WATER-SEWER This line funds the cost of water and sewer at Gale Memorial Library and Goss Reading Room.

FUEL This line funds the cost of gas heat at Gale Memorial Library and oil heat at Goss Reading Room.

POSTAGE This line funds the cost of postage for shipping interlibrary loan materials, and mailing overdue notices, business correspondence and newsletters. This line is decreased by \$500 to reflect increased usage of electronic services to deliver library information.

PRINTING This line funds the cost of printing a monthly newsletter, brochures, and posters for programs. The Library now performs nearly all printing in-house. The Library does pay for increased use of toner.

SUPPLIES-LIBRARY This line funds the cost of library mission specific supplies.

SUPPLIES-BUILDING This line funds the cost of supplies and materials at Gale Memorial Library and Goss Reading Room.

SUPPLIES-OFFICE This line funds the cost of office supplies.

EQUIPMENT RENTAL, REPAIR, MAINTENANCE This line funds the cost of rental, repair and maintenance of library equipment including copier lease, microfilm reader service and smoke detector maintenance.

MAINTENANCE-BUILDINGS This line funds the cost of maintenance including a City negotiated cleaning contract, and necessary repairs to Gale Memorial Library and Goss Reading Room. Projected maintenance includes Gale walkway repairs.

SOFTWARE – ILS CONTRACT This line funds the cost of maintenance and support for the library's ILS (Integrated Library System) software.

SOFTWARE This line funds necessary specialized software for effective functioning of the library, as well as, upgrades to software as needed. This includes, but is not limited to, Faronics, Envisionware print release software, and PastPerfect.

ELEVATOR MAINTENANCE This line funds the cost of the maintenance contract and for needed repairs to the library's elevator.

MAINTENANCE-HVAC SYSTEM This line funds: a) the cost of providing regular maintenance of the library mechanical system itself (sprint startup of air-conditioning system; fall shut down of same; boiler maintenance; air filter replacement), and b) the cost of providing maintenance for the computerized system which monitors and controls the mechanical system. HVAC maintenance is currently provided by Control Technologies on a time and materials basis under terms of a City of Laconia negotiated contract covering several municipal buildings. One of two air conditioner compressors needed to be replaced recently. Increase in this line is in anticipation that the second compressor may need to be replaced soon.

TRAVEL-MEETINGS This line funds the cost of professional meetings and conferences, including mileage reimbursement and registration fees.

CONFERENCE-DUES This line funds the cost of membership to State, Regional and National Library Organizations.

EDUCATION-TRAINING This line funds the cost of workshops and continuing education classes.

BOOKS This line funds the cost of building the Library's collection of books. The Library in the past years has dropped our McNaughton lease, a subscription program that the Library utilized to rent popular new titles. Cost savings from discontinuing the service have been used to purchase more permanent titles for the Library's collection.

NONPRINT MEDIA This line funds the cost of building the library's collection of audio books, music CDs and DVDs. Also funded is the cost of the library's membership in New Hampshire Downloadable Audio Books, a statewide collective that enables Laconia Public Library card holders to download audio books and e-books to their computers and/or portable listening devices. For listening on the go, and available 24/7, this downloadable audio book service is enjoying increasing popularity with our customers. Also included in this line is funding for HOOPLAdigital.com, an online service that allows patrons to instantly borrow free digital movies, music and e-books 24/7.

PERIODICALS/MICROFILM This line funds the cost of subscriptions to print magazines and newspapers. The library also microfilms the Laconia Daily Sun and houses a historical collection of microfilmed local newspapers dating back to 1849.

PROGRAMS This line funds the cost of programs for children, teens, and adults and advertising of these programs.

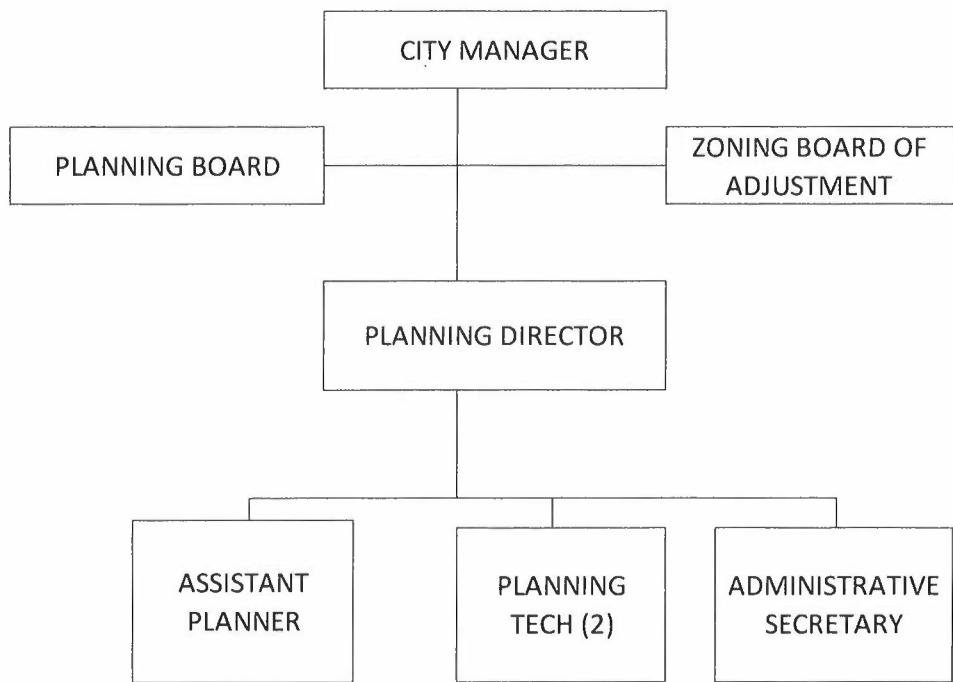
GALE PARK This line funds enhancements to beautify Gale Park and seasonal plantings.

FURNITURE, EQUIPMENT, TECHNOLOGY This line funds the cost of replacement of furniture in the Gale and Goss libraries and update of play space in the children's room. This line also funds the cost of scheduled replacement and updating of technology in collaboration with the City of Laconia IT staff. The library currently has 15 computers available for public use, including the Microfilm reader station; 11 staff; 5 circulation; 3 PACS; 1 computer for copier release station; 2 laptops, 1 computer for historic society and one for PastPerfect, as well as the 32-camera security system.

ARCHIVING This line funds the cost of materials used to preserve the historic collection of the library.



PLANNING



	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>COUNCIL</u>
SALARIES								
01 405 101 0000 Salaries	\$226,440	\$222,602	\$ 242,558	\$ 242,198	267,673	275,898	275,898	275,898
01 405 105 0000 Overtime	3,062	2,990	2,871	4,820	2,500	3,500	3,500	3,500
01 405 106 0000 Sick-Hurt	2,939	4,474	2,730	217	-	-	-	-
01 405 106 0001 Personal Time	-	997	1,072	2,509	-	-	-	-
01 405 107 0000 Holidays	6,674	5,146	5,242	5,510	-	-	-	-
01 405 108 0000 Vacations	3,577	5,332	3,807	5,761	-	-	-	-
01 405 109 0000 Longevity	60	60	60	60	-	-	-	-
01 405 110 0000 Termination Pay	-	3,968	-	1,590	-	-	-	-
01 405 115 0000 Salary Adj.	-	-	-	-	2,530	6,591	6,591	6,591
TOTAL SALARIES	\$242,752	\$245,568	\$258,340	\$262,664	\$272,703	\$285,989	\$285,989	\$285,989
OTHER								
01 405 201 0000 Telephones	\$1,586	\$1,891	\$1,197	\$ 1,297	2,000	2,000	2,000	2,000
01 405 207 0000 Postage	796	1,828	2,816	6,369	2,000	3,000	3,000	3,000
01 405 210 0000 Notices	2,996	5,445	4,446	7,050	3,000	5,000	5,000	5,000
01 405 212 0000 Copier	657	1,319	2,735	1,490	1,900	1,900	1,900	1,900
01 405 214 0000 Supplies	1,227	1,434	908	875	1,900	1,200	1,200	1,200
01 405 242 0000 Travel-Meetings	125	301	468	-	1,200	900	900	900
01 405 245 0000 Conference-Dues	455	602	208	448	1,500	900	900	900
01 405 247 0000 Training	944	600	2,194	814	1,900	1,300	1,300	1,300
01 405 304 0000 O/S Contracts	-	-	-	5,000	-	-	-	-
01 405 305 0000 GIS Services	700	-	-	-	500	500	500	500
01 405 306 0000 City Master Plan	-	-	-	-	1,500	1,500	1,500	1,500
01 405 333 0000 L.R. Planning Cor	14,396	14,713	15,241	15,241	16,000	16,400	16,400	16,400
01 405 401 0000 Equipment	306	936	1,112	873	1,500	1,200	1,200	1,200
TOTAL OTHER	\$24,188	\$29,070	\$31,326	\$39,456	\$34,900	\$35,800	\$35,800	\$35,800
Internal Service								
01 405 234 0000 Vehicle Replacement	295	740	3,000	500	500	1,000	1,000	1,000
Grand Total	\$267,235	\$275,378	\$292,666	\$302,620	\$308,103	\$322,789	\$322,789	\$322,789

PLANNING DEPARTMENT SALARY DETAIL

FULL TIME EMPLOYEES

#	Description	Weeks Worked	Hours/Week	Annual
0.7	Director *	52	25	\$71,809.81
1	Asst. Planner	52	35	\$60,000.71
1	Planning Tech/Zoning **	52	35	\$51,935.52
1	Planning Tech/Conservation **	52	35	\$42,701.30
1	Adm Secretary II **	52	35	\$48,950.72
TOTAL		165		\$275,898.05

Budget includes 3.0% COLA increase effective 07/01/2022

* Position split, 30% budgeted in Code Enforcement Department

** Includes scheduled step (merit) increase

Includes lump sum payments for eligible employees

ACCOUNT DESCRIPTIONS

SALARIES This line funds the cost of five full time employees, to include one full time Planning Director, one full time Assistant Planner, two full time Planning Technicians (zoning and conservation), and one full time Administrative Secretary II. Due to the Planning Director taking over the responsibilities of the Code Office, the salary for this position is split 70% Planning, 30% Code.

OVERTIME This line funds the cost of hourly staff attendance at Planning Board, Zoning Board, Conservation Commission, Capital Improvements Committee, and other various sub committees' evening meetings.

LONGEVITY This line funds longevity payments to eligible employees.

SALARY ADJUSTMENT This line funds possible performance increase pay for non-union employees.

TELEPHONES This line funds the cost of telephone connections and related costs.

POSTAGE This line funds the cost of monthly mailing to boards and the mailing of some public hearing notices to abutters along with general correspondence. It is important to maintain a paper trail of correspondence with applicants to assure compliance. The City does collect fees from various applicants for certain mailings.

NOTICES This line funds the cost of advertising legal notices in newspapers of local circulation for land use applications and other activities such as public hearings for the Zoning Board, regulation changes and Motorcycle Week applications.

COPIER This line funds the cost of copying reports, correspondence, application activity and committee work.

SUPPLIES This line funds the cost of reference books, manuals, and general office supplies.

TRAVEL-MEETINGS This line funds the cost of travel by personal vehicle and hotel stays by staff. The total assumes the attendance of 1 to 2 staff members at the NHPA (New Hampshire Planners Association) which can involve one night in a hotel. Possibly in FY 2023, this line would fund the attendance of one professional staff person at the National American Planning Association conference held in a different city across the country each year, requiring one airline ticket, hotel, and accommodations. Also possible in FY2023 is attendance of 1 to 2 staff members at the annual NNECAPA (Northern New England Chapter of the National American Planning Association) conference held in Maine, New Hampshire, or Vermont. This may involve hotel accommodations depending on where the conference is held.

CONFERENCE & DUES There are four professional staff positions which belong to the New Hampshire Planner's Association (NHPA), which is associated with the Northern New England Chapter of the American Planning Association (NNECAPA), and the American Planning Association (APA). These organizations provide professional literature and information that help facilitate the Master Plan and ordinance writing process. Additionally, it is helpful for Board members to be associated with these organizations to receive journals and other information to facilitate their capacity as decision makers. There are dues associated with these organizations.

TRAINING This line funds the cost of training for Planning and Zoning Board members and the five-support staff. The Municipal Association, Department of Environmental Services and Office of Energy and Planning all put on workshops for planners including pertinent legal land use issues, Planning Management, GIS, Land law, environmental issues, transportation, and planning techniques. (These are particularly useful as the topics cover current issues facing boards). The New Hampshire Municipal Association (NHMA) puts on a Law Lecture Series attended by all staff and several Planning and Zoning Board members.

OUTSIDE CONTRACTS This line funds the cost of outside contractors as needed for various projects, most specifically to address updates to the Master Plan and resulting changes to the Zoning Ordinance.

LAKES REGION PLANNING COMMISSION This line funds the cost of membership. It is important for the City to participate in and support planning on a regional level as well as locally. LRPC services used include Brownfields assessment, transportation data and studies and watershed management. LRPC also provides support for the City's Master Plan updates.

EQUIPMENT This line funds miscellaneous equipment needs for the department. Additionally, the department has a digital camera, one photo ready printer, a plotter printer, a copier, and fax machine that have part replacement costs or upgrade costs on a rolling basis.

VEHICLE RENTAL This line funds the cost of operation of two City vehicles shared by this department and the Code department. The Department uses City vehicles mainly to conduct site visits for development review and general zoning enforcement. Other transportation needs are sometimes required including meeting attendance and application submittal for State grants. Proposed site improvements and building on approved sites have remained steady, but site visits have increased. Proposals on difficult lands are common and difficult lands require more site visits.

Planning Activities

Activity for calendar year 2021 continued at a high pace, on top of the previous year which was higher than previous years. There were a few notable new projects approved in 2021, specifically a subdivision plan for 51 houses off Mile Hill Road, the proposal for an 89-unit single family and duplex condo project on Endicott Street East, the redevelopment of the former Thurston's Marina into North Water Marina, and a 48-unit townhouse condo project on Endicott Street North. Also continuing in 2021 was the trend for older lakefront residential structures to be demolished and replaced with expensive structures. In addition, the Lilac Valley project, which has been on hold for a few years, finished building the first phase of starter homes off Province Road and started phase 3 off Old Prescott Hill Road, and Langley Cove project of 291 condos, approved in 2018, is projected to start in 2022. The department is actively involved with the state entity involved with the redevelopment of the former State School property.

The Planning Staff and subsequently the Planning Board reviewed 69 applications from January 1 to December 31, 2021. These included 12 extensions of projects previously approved, 6 Conditional Use Permits, 26 site plan approvals, and 6 subdivisions resulting in 191 new residential lots or units of housing. The Planning Staff also handled Motorcycle Week and Special Events applications for 2021, and 9 Minor Site Plan applications. There was a steady high level of ZBA applications (73 total), with Special Exception requests for Short-Term Lodging a common request. Additionally, Planning Staff also reviews building permits, demolition permits, certificate of occupancy applications, etc., and performs property inspections for zoning issues and joint inspections with the Code and Fire departments.

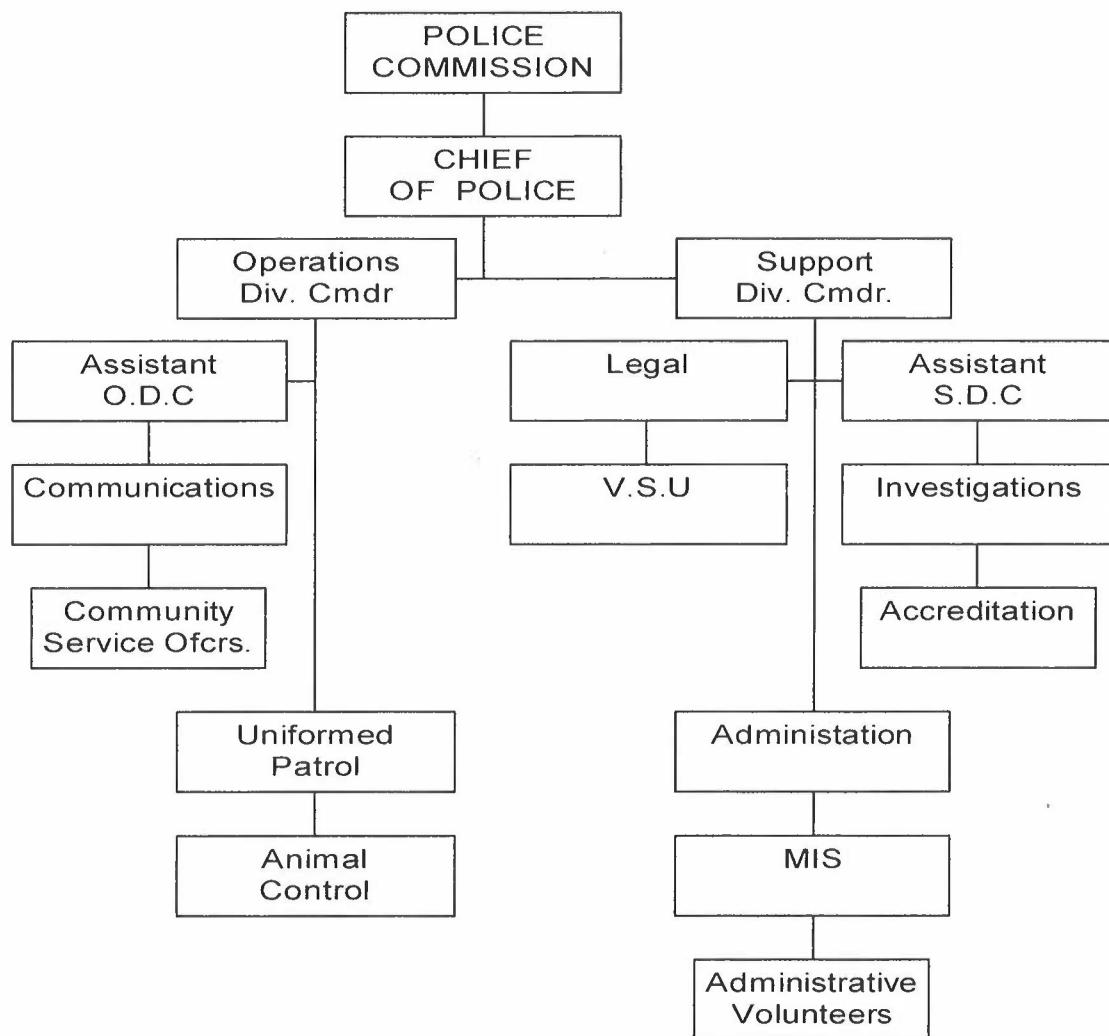
Ongoing activities of the Planning office include: Administration of land use applications, including major and minor site plan review, conditional use permits, reviewing and recording as-builts, lot mergers, variances and special exceptions including review, research, and site visits. Preparation of packets, including agendas, submission materials, staff reports and minutes for the Planning Board and its various subcommittees, the Zoning Board of Adjustment, Technical Review Committee, Motorcycle Technical Review Committee, Special Events Review Committee, Conservation Commission, Heritage Commission, Historic District Commission, and Capital Improvement Committee. We provide the public with access to records and assist applicants in the land use permitting process. We also coordinate and initiate activities and provide City liaison functions with other governmental units, adjacent communities, regional entities, and community-based organizations. We also participate in regional planning efforts through the Lakes Region Planning Commission.

Objectives 2022-2023

The department will continue to work with the Planning Board and the City Council to implement the suggestions of the 2018 Master Plan Land Use Chapter and discuss a few minor updates to this chapter. The city has already accomplished six of the thirteen recommendations and is working on others. This has resulted in amendments to the Zoning Ordinance and the Site Plan Regulations. The department has also started updating other remaining chapters of the Master Plan. We are committed to coordinating and initiating activities and providing City liaison functions with other governmental units, adjacent communities, regional entities, and community-based organizations. Together with the Conservation Commission, we will consider updates to select ordinances and regulations concerning the management of stormwater in an effort to better protect our natural freshwater bodies. We are implementing an on-line software system (SmartGov) to accept and process applications to continue our focus on customer service and streamlining the customer experience with Planning and other departments. Early in 2022 we will start engaging a third-party company to monitor Short Term Rentals in the city and to help with our ongoing permitting and enforcement efforts.



LACONIA POLICE DEPARTMENT



	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>COUNCIL</u>
SALARIES								
01 437 101 0000 Salaries	\$2,948,123	\$3,126,151	\$3,314,968	\$ 3,381,852	\$ 3,867,675	\$4,109,346	\$ 4,069,181	\$4,069,181
01 437 101 0014 Police Commission	3,300	3,500	3,300	3,600	3,600	3,600	3,600	3,600
01 437 101 0020 Special Duty/Part Time Salaries	67,267	94,008	132,755	130,336	95,000	100,000	100,000	100,000
01 437 101 0030 Extra Duty Hiring Incentive	132,237	124,024	163,249	-	-	-	-	-
01 437 101 0041 Shift Differential	26,996	36,319	43,703	55,405	45,000	55,800	50,000	50,000
01 437 101 0050 Overtime	124,683	142,198	35,544	15,232	140,000	150,000	145,000	145,000
01-437-101-0051 Holiday OT	-	-	41,395	68,044	-	-	-	-
01-437-101-0052 Incident OT	-	-	11,520	17,920	-	-	-	-
01-437-101-0053 Court OT	-	-	11,390	3,904	-	-	-	-
01-437-101-0054 Shift Coverage OT	-	-	18,830	30,950	-	-	-	-
01 437 102 0010 Halftime	-	1,754	-	-	-	-	-	-
01 437 106 0000 Sick-Hurt	44,768	65,390	41,688	110,953	-	-	-	-
01 437 106 0001 Personal Time	-	1,418	363	1,075	-	-	-	-
01 437 107 0000 Holidays	23,219	31,523	28,928	44,786	37,000	53,000	53,000	53,000
01 437 109 0000 Longevity	23,061	32,386	26,800	25,773	31,279	37,902	37,902	37,902
01 437 110 0000 Termination Pay	1,735	59,248	69,125	5,058	-	-	-	-
01 437 111 0000 Educational Stipends	-	20,970	17,000	20,900	26,500	31,750	31,750	31,750
01 437 130 0000 Health Insurance*	774,708	855,664	783,717	866,286	920,713	990,000	953,940	953,940
01 437 135 0000 Retirement	873,052	944,596	918,343	1,034,117	1,170,777	1,302,267	1,279,545	1,279,545
TOTAL SALARIES	\$5,043,149	\$5,539,150	\$5,662,617	\$5,816,191	\$6,337,544	\$6,848,215	\$6,733,918	\$6,733,918
OTHER								
01 437 201 0000 Telephone	\$27,557	\$32,331	\$26,808	\$ 27,116	20,000	21,000	21,000	21,000
01 437 207 0000 Postage	1,847	985	966	\$ 286	2,000	2,100	1,600	1,600
01 437 208 0000 Printing	2,163	2,396	3,788	\$ 3,473	3,000	3,100	3,100	3,100
01 437 212 0000 Copier	6,297	7,354	7,245	\$ 4,352	7,000	7,200	7,200	7,200
01 437 214 0000 Supplies	8,152	8,229	10,429	\$ 9,303	9,000	9,250	9,250	9,250
01 437 233 0000 Maint.-Equipment	27,727	22,970	44,356	\$ 121,636	23,000	24,000	24,000	24,000
01 437 233 0010 Maint.-Radio	19,462	795	1,766	\$ 6,943	10,000	10,000	5,000	5,000
01 437 233 0020 Maint.-Computer	326	256	1,735	\$ 3,291	6,000	7,000	5,000	5,000
01 437 245 0000 Conference-Dues	2,070	1,550	1,360	\$ 1,905	2,500	2,500	2,500	2,500
01 437 247 0000 Training	57,430	44,636	70,313	\$ 49,051	55,000	75,000	75,000	75,000
01 437 251 0000 Uniform Allowance	33,445	50,462	66,601	\$ 31,294	40,000	42,000	42,000	42,000
01 437 303 0000 Misc.	135,140	48,236	173,772	\$ 70,506	30,000	32,000	32,000	32,000
01 437 304 0000 O/S Contracts	45,473	158,387	161,251	\$ 176,066	239,912	288,727	270,000	270,000
01 437 304 0001 Accreditation	4,665	4,615	4,665	\$ 1,025	5,000	5,000	5,000	5,000
01-437-401-0000 Equipment	0	0	3,180	\$ -	-	-	-	-
01 437 401 0004 Computer Equipment	17,287	8,207	21,972	\$ 30,111	15,000	18,000	18,000	18,000
TOTAL OTHER	\$359,041	\$391,408	\$600,207	\$536,359	\$467,412	\$546,877	\$520,650	\$520,650
INTERNAL SERVICE								
01 437 234 0000 Vehicle Repair	\$82,500	\$94,000	\$87,500	\$ 83,176.90	82,600	87,293	87,293	87,293
01 437 234 0001 Vehicle Replacement	90,000	110,000	105,000	\$ 89,008.37	140,029	164,049	164,049	164,049
Total ISF	\$172,500	\$204,000	\$192,500	\$172,185	\$222,629	\$251,342	\$251,342	\$251,342
POLICE REIMBURSABLE **	(191,078)	(152,798)	-	-	-	-	-	-
POLICE TOTAL	\$5,383,612	\$5,981,760	\$6,455,324	\$6,524,735	\$7,027,585	\$7,646,434	\$7,505,910	\$7,505,910

* Health Insurance costs are projected at current enrollment plus 6 requested new positions. This total includes opt out payouts for employees not enrolled.

# of Positions	Title	Notes	Hours/		
			Weeks	Week	Annual
1	Chief of Police		52		\$151,991.65
2	Captain		52		\$238,011.21
1	Prosecutor		52		\$119,005.60
1	Assistant Prosecutor	New Requested (1/2 year)	52		\$40,164.80
3	Lieutenant		52		\$318,372.65
1	Detective Sergeant		52		\$93,101.99
5	Sergeant		52		\$435,586.62
5	Detective		52	40	\$362,156.80
1	PET Officer		52	40	\$72,148.80
27	Patrol Officer	**	52	40	\$1,633,666.40
4	Patrol Officer	New Requested	52	40	\$201,593.60
1	Animal Control Officer	Shared with Belmont & Gilford	52	40	\$40,431.57
1	Accreditation/MIS		52	40	\$76,585.60
1	Executive Assistant		52	40	\$70,803.20
1	Records Division		52	40	\$64,344.40
1	Administrative Assistant		52	40	\$53,456.00
6	Dispatcher		52	40	\$325,939.77
1	Support Services		52	40	\$49,185.24
63	SUB TOTAL				\$4,346,545.90
	Less				
	ACO Reimbursement from Gilford & Belmont				-\$26,967.86
	COPS Grant Reimbursement				-\$77,451.30
	COSSAP Grant Reimbursement (Two PO's and one PET officer)				-\$172,945.60
	NET TOTAL				\$4,069,181.15

LACONIA POLICE DEPARTMENT
FY 2022-2023
Budget Line Item Descriptions

SALARIES This line funds the costs of 64 full-time employees, (50 full-time sworn officers and 14 full-time civilian employees) for 40 hours per week for the fiscal year 2022-2023. This line reflects the request for funding of 4 new full-time police officer positions, three of which are grant funded, and one full-time assistant attorney/prosecutor, funded for one half year. These additional personnel requests are crucial to continuing with the complexity and volume of modern day policing while maintaining a community policing philosophy.

POLICE COMMISSIONERS This level-funded line funds the stipend of three Police Commissioners. In addition to regular monthly meetings, the Commissioners are present at various different community events, and attend disciplinary hearings as needed.

SPECIAL DUTY / PART-TIME SALARIES This line funds the wages of part-time police officers, dispatchers, and employees. Part-time personnel provide extra coverage during large scale events as well as throughout the summer months. This budget line funds a part-time Special Officer for the summer months, provides for extra coverage during peak activity periods in order to help alleviate some of the burden and added expense of overtime, as well as the funding for part-time Community Service Officers who conduct parking enforcement, handle certain non-emergency calls for service and other non-emergency related duties. The use of part-time personnel is significantly less expensive than using full-time staff and therefore the Department utilizes their services whenever possible. In addition, this line funds a part-time detective who assists with sex offender registrations and body-worn camera redactions.

EXTRA DUTY This line covers the initial costs of extra duty details which are reimbursed by the requestor.

EDUCATIONAL STIPENDS This line funds the educational, instructor and other stipends as negotiated in the Collective Bargaining Agreement.

SHIFT DIFFERENTIAL This line funds the additional costs for shifts that are worked between the hours of 1800 and 0600 hours as negotiated in the Collective Bargaining Agreement.

OVERTIME- Hourly Employees This line funds the costs of overtime work for hourly employees at the rate of time and one half.

The Department takes great efforts to reduce the costs of overtime, however, there are many situations throughout the year that necessitate its use. These include serious crimes or events that can be unpredictable forcing officers to stay beyond their scheduled shifts or be called in early. Although we continually work to reduce the amount of time officers spend in court during their time off, this still consumes a large portion of this budget line. In addition, this line funds the policing of certain events such as political rallies or campaigns, parades and other City related events where it cannot be paid for as a police detail from an outside source. Lastly, overtime is used to cover shifts only when critical to cover sick or injured officer shifts, special assignments, and serious criminal investigations that require the assignment of additional personnel. Overtime for the use of shift coverage is evaluated on a case by case basis and only done when staffing levels reach a critical point and therefore it is not filled on a one-to-one basis, in an effort to keep overtime to a minimum. In further ongoing efforts to keep this budget line as slim as possible, salaried staff officers routinely adjust their schedules to help police events such as parades, major events, and supervisor patrol shift coverage. These efforts provide this

coverage without the use of overtime. In addition, salaried staff officers are available on an on-call basis for major events, thereby sometimes reducing the need to call in additional supervisors who are paid on an hourly basis. This line has consistently been underfunded causing a consistent overage every year.

HOLIDAYS We are very cognizant of the costs associated with contractual holiday pay and therefore run at absolute minimum staffing levels on most holidays. Employees not required to work the holiday are considered non-essential personnel and therefore deemed to be ineligible to work on those given days. Compensation consists of one additional day's pay at straight time plus the eight (8) hours of overtime associated with staffing on the holidays.

LONGEVITY This line funds longevity payments to all eligible employees based upon years of service with the City of Laconia as required by contractual obligations associated with the Collective Bargaining Agreement. This line has been requested slightly higher based upon analysis of actual costs.

HEALTH INSURANCE This line funds the estimated health insurance costs to the City for police employees based upon enrollment at the time of budget preparation.

RETIREMENT This line funds the retirement benefit for 64 employees under Group I or Group II NHRS contributions. The NHRS rate for Group I employees is 14.06% while Group II is 33.88%.

TELEPHONE This line funds the costs of equipment, monthly service, and long distance service fees for the operation of all Police emergency phone lines, as well as administrative phone and fax lines.

POSTAGE This line funds the costs of general postage, certified mail and parcel postage.

PRINTING This line funds the costs associated with the printing of various departmental forms, traffic slips, and Citizen Reference Cards.

COPIER This line funds the costs of operation of two photocopier/printers.

SUPPLIES This line funds the costs of office and general supplies associated with routine operation.

EQUIPMENT MAINTENANCE This line funds the costs of operation and maintenance of both office and administrative equipment. In addition, it covers the costs of periodic calibration and certification of items such as the Intoxilyzer breath alcohol machine, portable breath testing machines, speed radars and speed radar trailer, Live Scan fingerprint machine, photo and video equipment, digital recorders, and other electrical and mechanical equipment.

RADIO MAINTENANCE This line provides for the scheduled routine maintenance of all radio equipment, channel programming, and the replacement of portable radio batteries. In addition, it provides for the annual radio frequency checks, certification, and licensure as required by the Federal Communications Commission.

COMPUTER MAINTENANCE This line funds the replacement and repair of computer hardware and accessories as well as the procurement of certain peripheral equipment. This line is level funded.

CONFERENCE DUES This line funds the costs of association and membership dues for professional organizations such as the International Association of Chiefs of Police, FBI Law Enforcement Executive

Development Association, FBI National Academy Associates, NH Prosecutor's Association, and the International Outlaw Motorcycle Gang Investigator's Association. This line has been level-funded.

TRAINING This line funds items associated with the training of police officers which is required by State, Federal, and Agency regulations. Training is an important component as is required by CALEA in order to not only better train our police officers to make sound decisions while under stress but to also increase officer safety and reduce potential liability to the Department and the City. In addition, other training is fundamentally necessary to provide officers with the tools needed to deal with job-related stress and the physical wellbeing of our officers. This budget line funds costs such as range training ammunition which accounts for a large portion of this line. Training ammunition costs have significantly increased and in addition, new recruits and in-service training at the academy now are required to shoot frangible ammunition resulting in a very significant cost to the acquisition of training ammunition. In addition it funds the costs associated with qualifying and certifying officers annually in the use of less lethal force. The agency has equipped all uniformed Officers and Sergeants with Axon Conducted Electrical Weapons. As a result everyone qualified to carry a Taser is required to be certified annually which results in an additional costs for training cartridges. In addition to these costs, this budget line funds training costs for schools, tuition assistance as required by the Collective Bargaining Agreement, training supplies, defensive tactics equipment, reference books and training videos. In addition, last year the NH Governor's Office established the Law Enforcement Accountability, Community and Transparency Act (LEACT Commission) in response to policing concerns across the Country. As a result, this commission has imposed mandated standards that we now must follow in order to maintain individual police officer certifications. Namely, de-escalation training including interactive use of force training are now required. Although the Laconia Police Department is known for its quality training of its personnel, we simply do not have additional training time to allow for this new training, therefore it must be scheduled to during time off, thereby resulting in a cost. In addition, there is additional training equipment that must now be purchased and maintained. As a nationally accredited law enforcement agency, we met many of these new standards before they became a mandate and in addition, we foresaw this coming and applied for and received a \$200,000 grant from the U.S. Justice Department to help offset these costs. However, there is a need to increase this line to help fulfill the increased training costs and demands.

UNIFORM ALLOWANCE This line funds the costs of uniforms and equipment for new employees as well as the replacement and maintenance of uniform related equipment. This line provides uniforms for all officers, dispatchers, and community resource officers. In addition, this line provides for the acquisition of certain protective equipment such as Kevlar body armor and puncture resistant search gloves.

MISCELLANEOUS This line funds all other Police costs that are not listed in specific lines. Examples of incurred expenses to this budget line include DWI blood test expenses, veterinary and maintenance bills for the department's K-9, certain photography/videography costs, classified advertisement expenses for recruiting, legal matters and the Lexus Nexus Law subscription for the Department's prosecutor.

OUTSIDE CONTRACTED SERVICES This line funds the costs of regular monthly charges for a variety of equipment and maintenance services utilized by the department such as Casella Waste Management, U.S. Mail postage meter, Arcom phone systems, Storage Craft cloud based computer back up, Central Square IMC records management software, Verizon Wireless, Atlantic Broadband, Tip411, Guardian Tracking software, Power DMS software, Office 365 computer based software, Police K-9 Medical Insurance, FARO software licenses and certifications of FARO laser scanner, and Lakes Region Computers.

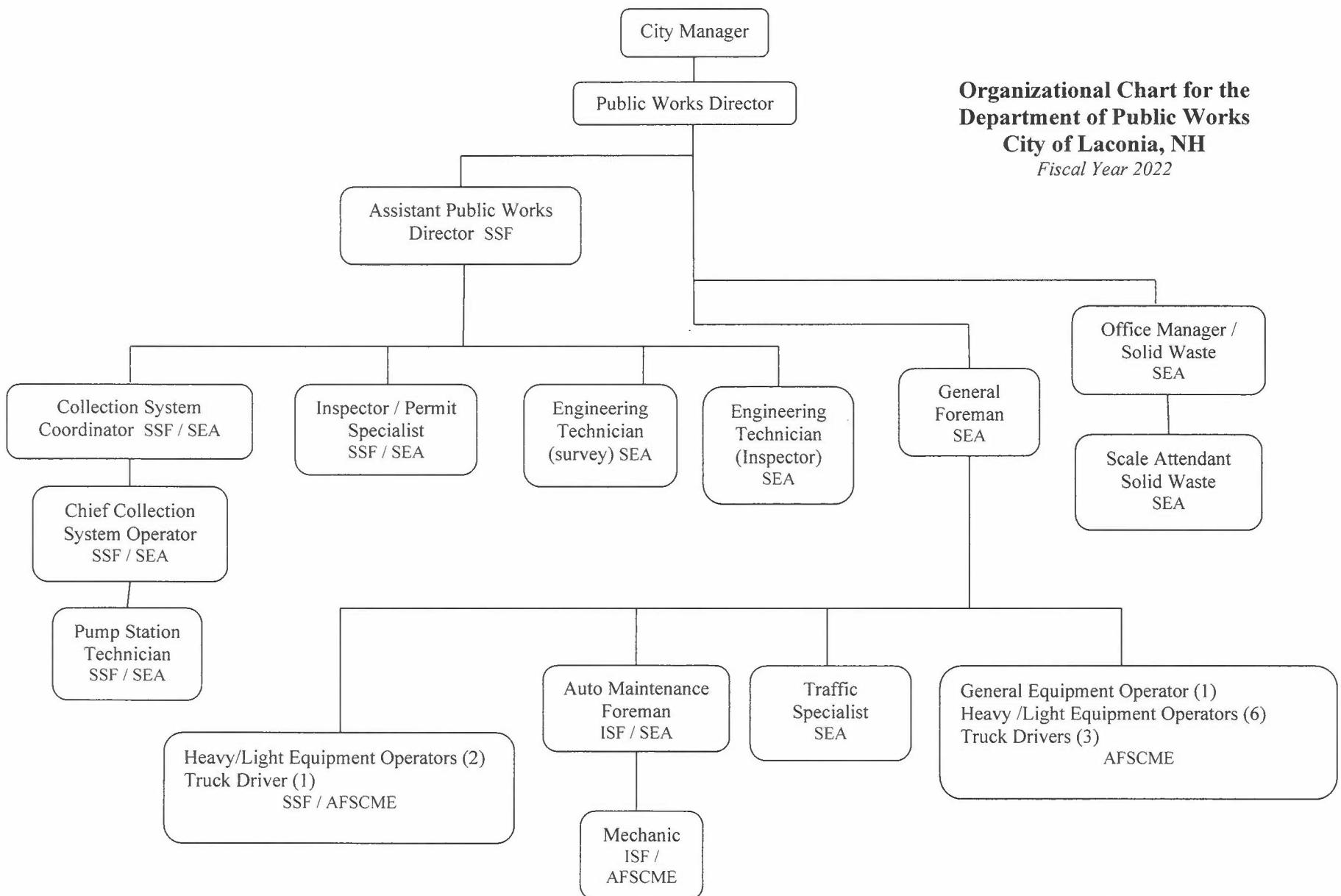
This line has also fully funds the annual cost of the acquisition of body-worn video cameras for all uniformed police officers and also in-car cameras. As noted in the President's Task Force on 21st Century Policing issued in May of 2015, there are six pillars of law enforcement. These consist of: 1) Building Trust and Legitimacy, 2) Policy and Oversight, 3) Technology and Social Media, 4) Community Policing and Crime Reduction, 5) Training and Education, and 6) Officer Wellness and Safety. The acquisition of police body cameras for uniformed police officers not only meets this goal as recommended by the President's Task Force, it also meets the same goal as is noted in the Departmental strategic plan. This funding is a regular contracted service which includes warrantied body-worn cameras, in-car cameras, cloud-based video evidence storage, video redaction software and peripheral equipment which are all necessary to fully implement the body worn camera program. In today's day of modern policing, the use of body-worn cameras is quickly becoming the norm in order to increase Police accountability and transparency, reduce citizen complaints, reduce liability, and increase officer safety. The use of body-worn cameras generates thousands of hours of video evidence which has dramatically increased the workload of preserving video evidence as well as increasing the workload of preparing for and filing the necessary discovery related to court cases. At this time the department is attempting to minimize this additional labor cost through the increased use of part-time employees, but there will be the need in the near future to request additional full-time personnel to keep up with the extra demands and workload.

ACCREDITATION The Laconia Police Department has been a CALEA (Commission on Accreditation for Law Enforcement Agencies) nationally accredited law enforcement agency since 2010. The CALEA accreditation process is a proven modern management model that presents a blueprint which promotes the most efficient use of resources ultimately improving upon the efficiency of the department and ultimately improving upon service to the community. Some of the benefits realized from being accredited included the review and updates to departmental written directives, reports and analyses to help in making informed management decisions, the creation of a Preparedness Program, increased agency accountability, and the reduction of agency liability and risk exposure. The Laconia Police Department has undergone three successful re-accreditation processes with the latest one being in 2020. This budget line provides the funding source for these accreditation credentialing services and is level-funded.

COMPUTER EQUIPMENT This line will fund the purchase of critical computer towers, monitors, terminals, and printers. The assessment for replacement of these items are held to a high standard and only replaced when deemed absolutely necessary in order to keep this budget line level-funded. Almost everything that is replaced through this line is critical to the operational efficiency of this agency as almost all reports and correspondence are done through the use of computers.

VEHICLE RENTAL This line funds the cost of operation of all vehicles used by this department.

INTERNAL SERVICE FUND This line funds payment to the Internal Service Fund in the amount of depreciation on vehicles used by this department. This line reflects the actual depreciation schedule based on the number of amortized vehicles in the departmental fleet.



SSF = Sanitary Sewer Fund
ISF = Internal Service Fund

SEA = State Employees Association
AFSCME = American Federation of State, County and Municipal Employees

		17-18	18-19	19-20	20-21	21-22	22-23	22-23	22-23
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	DEPT	MANAGER	COUNCIL
SALARIES									
01 599 101 0000	Regular Salaries	\$842,240	\$839,463	\$879,545	\$868,149	\$ 969,667	\$ 999,912	\$ 999,912	\$ 999,912
01 599 105 0000	Overtime	123,810	116,781	98,461	76,774	87,000	90,950	90,950	90,950
01 599 106 0000	Sick-Hurt	31,259	33,288	35,168	27,158	-	-	-	-
01 599 107 0000	Holidays	32,514	30,354	31,948	33,615	-	-	-	-
01 599 108 0000	Vacations	39,578	29,495	39,700	33,219	-	-	-	-
01 599 109 0000	Longevity	1,110	870	900	930	690	930	930	930
01 599 110 0000	Termination Pay	36,770	18,671	860	119	-	-	-	-
01 516 120 0000	Social Security	83,143	80,312	77,031	74,652	81,600	83,451	83,451	83,451
01 516 130 0000	Health Insurance*	277,477	275,798	295,830	327,667	336,066	349,835	338,688	338,688
01 516 135 0000	Retirement	121,007	118,640	110,930	105,226	134,523	152,335	152,335	152,335
01 599 110 0000	Stipends	-	-	-	-	7,200	7,200	7,200	7,200
01 599 115 0000	Salary Adj.	-	-	-	-	2,144	5,304	5,304	5,304
TOTAL SALARIES		\$1,588,908	\$1,543,672	\$1,570,373	\$1,547,508	\$1,618,890	\$1,689,917	\$1,678,770	\$1,678,770
SUPPLIES									
01 500 000 1000	HIGHWAY MAINT.	\$238,001	261,080	217,051	144,367	\$ 152,768	\$ 156,000	\$ 156,000	\$ 156,000
01 502 000 1000	WINTER MAINT.	410,797	422,984	216,819	135,780	250,750	270,000	265,000	265,000
01 503 000 1000	WINTER MAINT. O/C	26,406	32,921	21,024	35,767	54,000	54,000	54,000	54,000
01 504 000 1000	CLOSED LANDFILL	-	27,772	1,887	21,507	35,000	35,000	30,000	30,000
01 505 000 1000	CITY ENGINEERING	52,104	11,599	18,499	21,032	15,000	16,000	16,000	16,000
01 506 000 1000	STREET SWEEPING	15,290	10,575	85	-	-	-	-	-
01 507 000 1000	DRAIN MAINT.	35,247	37,074	12,435	2,905	32,000	32,000	32,000	32,000
01 509 000 1000	STREET LIGHTING	100,224	128,956	139,202	118,444	139,000	125,000	125,000	125,000
01 510 000 1000	PARK/TRAFFIC CONTR.	43,620	87,652	72,795	53,859	78,000	78,000	78,000	78,000
01 511 000 1100	TREE WORK	2,500	1,585	2,642	1,178	6,000	6,000	6,000	6,000
01 512 000 1200	BOARDWALK	15,373	4,690	3,507	5,213	6,680	7,000	7,000	7,000
01 513 000 1300	SIGNS	2,062	11,542	6,044	10,216	16,000	16,000	16,000	16,000
01 514 000 1400	PARKING GARAGE	9,704	10,067	39,278	17,490	11,790	20,000	20,000	20,000
01 515 000 1500	ROAD ACCEPTANCE	0	-	2,275	14,025	15,000	20,000	20,000	20,000
Supply Costs		\$951,328	\$1,048,498	\$753,543	\$581,783	\$811,988	\$835,000	\$825,000	\$825,000
Less ISF Transfers			<u>(233,076)</u>	<u>(209,500)</u>					
Net Operating		\$718,252	\$838,998						
INTERNAL SERVICE									
01-500-234-0001	Vehicle Replacement			\$35,250		103,715	120,077	120,077	120,077
	Vehilce Repair			\$228,242		318,026	390,318	390,318	390,318
Total ISF **		\$233,076	\$209,500	\$263,492	\$354,110	\$421,741	\$510,395	\$510,395	\$510,395
TOTAL PUBLIC WORKS DEPT.		\$2,540,236	\$2,592,170	\$2,587,408	\$2,483,401	\$2,852,619	\$3,035,312	\$3,014,165	\$3,014,165

* Health Insurance costs are projected at current enrollment. This total includes optout payouts for employees not enrolled.

** In prior years ISF transfers have been included in DPW functional reporting units

PUBLIC WORKS DEPARTMENT SALARY DETAIL - HIGHWAY					
	#	Description	Weeks Worked	Hours/Week	Annual
Full Time	1	Director	52	40	\$106,078.19
	1	Office Mgr/Sec *	52	40	\$44,281.64
	1	GIS Coordinator *	52	40	\$59,696.00
	1	Inspector/Permit Specialist	52	40	\$59,354.88
	1	Traffic Specialist *	52	40	\$59,354.88
	1	Const Inspector *	52	40	\$55,709.16
	1	Eng Technician *	52	40	\$59,354.88
	1	Gen Foreman *	52	40	\$63,469.64
	1	General Equip Oper *	52	40	\$59,163.00
	3	Hwy Equip Oper *	52	120	\$156,872.56
	4	Lt. Equip Oper *	52	160	\$182,520.52
	1	Truck Driver * **	52	40	\$40,678.56
	1	Laborer/w CDL * **	52	40	\$40,678.56
		Lump Sum Payments			\$2,500.00
	18	FULL TIME TOTAL ***	720		\$989,712.47
Part Time		Laborer	680 Hours @ \$15/hr		\$10,200.00
		GRAND TOTAL			\$999,912.47
Budget includes 2.5% COLA increase effective 07/01/2022					
* Includes scheduled step (merit) increase					
** Budget proposes reclassifying these positions to Light Equip Oper					
*** Includes lump sum payments for eligible employees					

ACCOUNT DESCRIPTIONS**INTRODUCTION**

The Department's budget for FY 22-23 includes funding to support the City Council's efforts to resolve the issue with some private roads in the City. PW adjusted its funding levels with its programs to stay within the 3% planning guidance. The cuts were made to programs after considering anticipated costs increases due to inflation, historical expenditures, and the impact of changes in operational procedures. The result is that the budget meets the City's planning guidance of a 3% increase for the general fund in FY 22-23. The Departments' contracts with its two unions expire on June 30, 2022. The Department's budget is based on the terms of the existing contracts.

The Department continues to review operational procedures to control costs while maintaining the current levels of service.

SALARIES This line funds the wages for Public Works employees. It is developed by using the regular salaries for all Public Works employees, adding the regular salaries of the Sanitary Sewer Fund employees and deriving a percentage of the total for each division based on historical records – (Traditionally, the labor split has been very close to 71% Public Works and 29% Sanitary Sewer). This includes a part time employee to staff the Transfer Station office on the weekends.

OVERTIME This is the cost of overtime for hourly personnel in Public Works. The majority of the line is the overtime required for winter maintenance and after-hours emergency work throughout the year. It is developed based on historical usage.

LONGEVITY This line funds longevity payments to eligible Public Works employees.

SOCIAL SECURITY This funds the employer's social security payments for the employees in the Department.

HEALTH INSURANCE This line funds health insurance premiums for eligible Department employees. Funding is based on projections provided by New Hampshire Interlocal Trust less anticipated employee contributions. It uses enrollment information at the time the budget was submitted.

RETIREMENT This line funds the City's match (14.06%) for retirement for the Department's employees and is based upon the anticipated wages for the fiscal year.

STIPENDS The current contracts between AFSCME, SEA and the City encourages DPW employees to participate in the Roads Scholar Program (provided through UNH Technology Transfer (T2) Center) with a goal toward receiving program certification in Public Works' road maintenance and construction operations. Each employee is entitled to an \$800 stipend if they successfully complete three (3) course offerings within a Fiscal Year. Our employees have taken full advantage of this program and this line funds the cost of the stipends. The Department believes this stipend will remain in the new contract.

SALARY ADJUSTMENT This line funds the contract pay for performance increase of 5% for an eligible salaried employee.

HIGHWAY MAINTENANCE This line funds the cost of supplies, materials, as well as vehicle and equipment charges to maintain City streets, sidewalks, bridges and parking lots. This line also funds heating fuel, telephone, electricity, water and sewer for the PW facility at 27 Bisson Ave and other Public Works buildings. The majority of the Department's mission essential street maintenance tasks are funded by this line.

WINTER MAINTENANCE This line funds the cost of winter maintenance (snow plowing, snow removal and treatment operations) on the City's public highways and sidewalks. Costs include materials such as salt and sand, and repair costs for damage caused during plowing operations. Snow removal requirements and its associated expenses vary based on the amount of snow received during a year.

WINTER MAINTENANCE-OUTSIDE CONTRACTS This line item funds the cost of an outside contractor for plowing snow in school and City parking lots, and for snow removal in the City's Downtown. This amount represents an estimate of the contract cost for an average winter.

ROAD ACCEPTANCE City Council has approved a plan to accept some private roads that have been maintained in some manner by the City. This line funds the cost of the surveys and documentation necessary to accept a road.

CITY ENGINEERING This line funds the expenses of the Engineer Division's operations. It funds the costs of supplies, vehicle charges, equipment, materials, and software purchases and licenses for the Division. This account is also used to fund low-cost consultant services (when needed) and for staff attendance at professional training and certification programs.

CLOSED LANDFILL MONITORING The City is responsible for monitoring two landfills; the Frank Bean Road Burn Dump site and the Laconia Disposal Gardens. Additionally, closed landfills are now monitored for possible PFAS contamination. State regulatory requirements result in an anticipated annual cost of this program of \$35,000.

STREET SWEEPING This line funds the cost of supplies used for sweeping public streets.

STORMWATER SYSTEM (DRAIN) MAINTENANCE This line funds the cost of equipment and supplies to maintain and repair the City's stormwater drainage system. The Department continues to focus on rebuilding failed or sub-standard catch-basins, drain manholes, and replacing pipes to minimize the degradation of streets and reduce erosion and icing problems.

STREET LIGHTING This line funds the cost to operate and maintain streetlights in the City. Over 90% of this budget line is used to pay Eversource's and the New Hampshire Electrical Coop's electric bills. The remainder is used to purchase repair parts for City owned streetlights. The City's streetlights on Eversource's poles are all LED. The LED lights are still under warranty and any lights that fail are replaced by the manufacturer. This line includes any costs associated with repairing storm damage and other damages to LED streetlights, which may later be reimbursed by insurance.

PARKING AND TRAFFIC CONTROL This line funds the cost of maintaining the parking kiosks (meters), traffic signals and painting the road striping, including repairs, materials and supplies. Electricity costs for operating the traffic signal and the cost of road center line striping (paint) are also included in this line. Paint is in short supply and paint costs continue to rise. The Department has focused

its effort and limited paint supply on maintaining crosswalks and parking space lines on the higher volume streets.

TREE WORK Over 90% of the trees in the City's right of way are owned by the abutting property owners. This line funds the cost of supplies, to keep street trees from interfering with the public use of City streets and sidewalks. The largest portion of this line is for a contractor to remove imminent hazard trees that are beyond the capabilities of the Department.

BOARDWALK This line funds the maintenance of the Weirs boardwalk and City docks, lighting on the docks and boardwalk, and the ice eaters (aqua-therms) at the docks. It also funds the electrical costs for the Weirs Beach sign. The Department continues to replace wood decking to ensure safety of the public.

SIGNS This line funds the equipment and material costs required to meet national standards for street sign retro-reflectivity and installs signs in support of new requirements.

PARKING GARAGE This line funds the cost of equipment, supplies, and electricity to operate and maintain the parking garage. The electric bill is the largest expense in this line.

		<u>16-17</u> <u>ACTUAL</u>	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>
01 500 000 1000	HIGHWAY MAINTENANCE					
	<i>Labor</i>	\$557,382	\$498,124	\$514,465	\$496,393	\$593,709
	<i>Operating</i>					
	Telephone	\$5,277	\$2,924	\$4,648	\$4,020	\$4,114
	Power-Lights	\$8,954	\$13,046	\$15,965	\$11,839	\$11,089
	Water-Sewer	\$1,750	\$1,535	\$1,427	\$1,440	\$1,507
	Fuel	\$7,796	\$8,376	\$9,712	\$9,075	\$8,266
	Building Maint.	\$15,688	\$17,219	\$16,044	\$31,203	\$35,912
	Road Maintenance	\$95,810	\$74,217	\$88,503	\$63,033	\$59,021
	Clothing Allowance	\$6,547	\$0	\$9,058	\$13,359	\$10,342
	D&A Testing	\$21	\$0	\$1,224	\$1,575	\$560
	O/S Contracts	\$0	\$0	\$140	\$0	\$0
	Misc.	\$11,975	\$24,496	\$22,385	\$41,755	\$13,555
	Stipends	\$0	\$0	\$0	\$0	\$0
	Total Operating	\$153,818	\$141,813	\$169,106	\$177,300	\$144,367
	<i>Internal Service</i>					
	Vehicle Replacement	\$66,051	\$50,687	\$45,179	\$127,901	\$318,702
	Vehicle Repair	\$35,000	\$45,500	\$46,795	\$39,750	\$10,559
	Total Internal Service	\$101,051	\$96,187	\$91,973	\$167,651	\$329,261
	TOTAL HIGHWAY MAINT.	\$812,251	\$736,124	\$775,544	\$841,345	\$1,067,337
01 502 000 1000	WINTER MAINTENANCE					
	<i>Labor</i>	\$199,203	\$177,802	\$175,984	\$162,675	68298.91
	<i>Operating</i>					
	Sand & Salt	\$241,370	\$304,258	\$329,730	\$214,225	134845.98
	Misc. **	\$4,879	\$4,157	\$217	\$2,595	933.93
	Total Operating	\$246,249	\$308,415	\$329,513	\$216,820	\$135,780
	<i>Internal Service</i>					
	Vehicle Replacement	\$75,754	\$63,883	\$53,133	\$60,383	0
	Vehicle Repair	\$30,840	\$38,500	\$40,338	\$35,250	\$0
	Total Internal Service	\$106,594	\$102,383	\$93,471	\$95,633	0
	TOTAL WINTER MAINT.	\$552,046	\$588,600	\$598,968	\$475,128	\$204,079
01 503 000 1000	WINTER MAINT. O/C					
	Outside Contract	\$35,082	\$26,406	\$32,921	\$21,024	35,766.50
01-515-000-1000	ROAD ACCEPTANCE					
	Outside Contract	\$0	\$0	\$0	\$2,275	\$14,025
01-504-000-1000	CLOSED LANDFILL					
	Outside Contract	\$0	\$0	\$27,772	\$1,887	\$21,507
01 505 000 1000	CITY ENGINEERING					
	<i>Labor</i>	\$279,280	\$283,312	\$254,685	\$300,095	\$318,784
	<i>Operating</i>					
	Supplies	\$2,853	\$2,776	\$8,013	\$14,431	\$14,232
	Misc. D/O	\$10,869	\$17,616	\$3,189	\$4,068	\$4,353
	Landfill Monitor	\$22,184	\$31,712	\$397	\$0	\$0
	Total Operating	\$35,906	\$52,104	\$11,599	\$18,499	\$18,585
	<i>Internal Service</i>					
	Vehicle Replacement	\$0	\$0	\$0	\$0	\$0
	TOTAL CITY ENGR.	\$315,186	\$335,416	\$266,283	\$318,594	\$337,369
01 506 000 1000	CLEANING STREETS					
	<i>Operating</i>					
	Outside Contract	\$0	\$0	\$0	\$85	\$0
	<i>Internal Service</i>					
	Vehicle Replacement	\$13,485	\$15,290	\$10,575	\$15,199	\$3,997
	TOTAL CL.. STREETS	\$13,485	\$15,290	\$10,575	\$15,284	\$3,997
01 507 000 1000	DRAIN MAINTENANCE					
	<i>Labor</i>	\$104,546	\$103,438	\$73,391	\$59,267	\$30,982
	<i>Operating</i>					
	Supplies	\$34,745	\$21,252	\$28,327	\$12,435	2905.26
	Outside Contract	\$1,750	\$0	\$0	\$0	\$0
	Total Operating	\$36,495	\$21,252	\$28,327	\$12,435	\$2,905
	<i>Internal Service</i>					
	Vehicle Repair	\$0	\$0	\$0	\$0	\$0
	Vehicle Replacement	\$16,489	\$13,996	\$8,747	\$19,632	\$15,040
	Total Internal Service	\$16,489	\$13,996	\$8,747	\$19,632	\$15,040
	TOTAL DRAIN MAINT.	\$157,530	\$138,686	\$110,465	\$91,334	\$48,926

		<u>16-17</u> <u>ACTUAL</u>	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>
01 509 000 1000	STREET LIGHTING	\$224,527	\$100,224	\$128,956	\$139,202	\$118,444
01 510 000 1000	PARK/TRAFFIC CONTROL					
	<i>Labor</i>	\$7,763	\$30,205	\$44,135	\$10,574	23695.43
	<i>Operating</i>					
	Power-Lights	\$26,113	\$31,164	\$22,239	\$18,192	15,715
	Pavement Marking	\$25,855	\$6,902	\$46,725	\$20,902	11494.88
	Supplies	\$9,256	\$2,603	\$17,224	\$68,701	\$26,649
	Total Operating	\$61,224	\$40,669	\$86,188	\$107,795	\$53,859
	<i>Internal Service</i>					
	Vehicle Replacement	\$2,610	\$2,950	\$1,464	\$3,196	844.93
	TOTAL P/T CONTROL	\$71,597	\$73,824	\$131,787	\$121,565	\$78,399
01 511 000 1000	TREE WORK					
	O/S Contracts	\$1,557	\$2,500	\$1,585	\$2,642	\$1,178
01 512 000 1200	BOARDWALK					
	<i>Labor</i>	\$84	\$3,585	\$412	\$1,451	\$652
	<i>Operating</i>					
	Power-Lights	\$3,469	\$2,629	\$3,827	\$2,768	\$2,185
	Supplies	\$432	\$12,435	\$833	\$739	\$3,028
	<i>Internal Service</i>					
	Vehicle Replacement	\$3,901	\$15,064	\$4,660	\$3,507	\$5,213
	TOTAL BOARDWALK	\$315	\$310	\$30	\$269	71.08
	TOTAL BOARDWALK	\$4,300	\$18,959	\$5,102	\$5,227	\$5,936
01 513 000 1300	SIGNS					
	<i>Labor</i>	\$4,747	\$6,122	\$3,177	\$19,970	\$5,333
	<i>Operating</i>					
	Supplies	\$5,654	\$142	\$8,362	\$6,044	10215.67
	<i>Internal Service</i>					
	Vehicle Replacement	\$1,470	\$1,920	\$3,180	\$1,565	413.77
	TOTAL SIGNS	\$11,871	\$8,184	\$14,719	\$27,579	\$15,963
01 514 000 1400	PARKING GARAGE					
	<i>Labor</i>	\$398	\$4,694	\$2,674	\$1,158	\$957
	<i>Operating</i>					
	Power-Lights	\$8,838	\$7,945	\$8,525	\$10,163	\$10,374
	Supplies	\$540	\$1,719	\$1,483	\$29,115	\$7,116
	Total Operating	\$9,378	\$9,664	\$10,007	\$39,278	\$17,490
	Vehicle Replacement	\$40	\$40	\$60	\$96	\$25
	TOTAL PARKING GARAGE	\$9,816	\$14,398	\$12,741	\$40,532	\$18,473
0--516-135-0000	EMPLOYEE BENEFITS					
	Social Security	\$86,539	\$83,143	\$80,312	\$77,031	74,652
	Health Insurance	\$276,849	\$277,477	\$275,798	\$295,830	327,667
	Retirement	\$126,281	\$121,007	\$118,640	\$110,930	105,226
	TOTAL EMP. BENEFITS	\$489,669	\$481,627	\$474,750	\$483,791	\$507,544
	TOTAL PUBLIC WORKS DEPT.	\$2,698,917	\$2,540,238	\$2,592,169	\$2,587,408	\$2,478,944

	<u>17-18</u>	<u>18-19</u>	<u>19-20</u>	<u>20-21</u>	<u>21-22</u>	<u>22-23</u>	<u>22-23</u>	<u>22-23</u>
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>DEPT</u>	<u>MANAGER</u>	<u>COUNCIL</u>
SALARIES								
01 493 101 0000 Salaries	\$33,280	\$49,982	\$38,622	\$ 34,503	\$ 45,458	\$ 47,604	\$ 47,604	\$ 47,604
01 493 101 0001 Br.Dump,In House Trash	14,983	13,242	25,376	18,933	22,000	22,000	22,000	22,000
01 493 101 0002 Substitutes	2,193	1,006	102	0	1,000	-	-	-
01 493 101 0005 Hazardous Waste	1,768	50	356	0	2,000	-	-	-
01 493 105 0000 Overtime	11,037	8,088	5,859	4,539	7,000	7,000	7,000	7,000
01 493 106 0000 Sick	1,197	5,828	3,946	0	-	-	-	-
01 493 106 0001 Personal Time	-	1,066	546	138	-	-	-	-
01 493 107 0000 Holidays	1,356	1,444	1,324	1,508	-	-	-	-
01 493 108 0000 Vacations	1,258	2,594	1,771	1,281	-	-	-	-
01 493 109 0000 Longevity	30	30	30	30	30	30	30	30
01 493 120 0000 Social Security	5,559	6,631	5,962	5,043	5,925	5,860	5,860	5,860
01 493 130 0000 Health Insurance*	20,195	19,659	20,405	31,803	22,700	24,770	23,972	23,972
01 493 135 0000 Retirement	7,374	8,371	6,485	5,695	5,535	5,656	5,656	5,656
TOTAL SALARIES	\$100,230	\$117,990	\$110,784	\$103,471	\$111,648	\$112,920	\$112,122	\$112,122
OTHER								
01 493 201 0000 Telephone	\$663	\$1,129	\$951	\$ 1,318	\$ 1,000	\$ 1,350	\$ 1,350	\$ 1,350
01 493 202 0000 Lights-Power	1,620	2,396	2,065	1,817	2,300	2,300	2,300	2,300
01 493 214 0000 Supplies	10,715	49,387	11,459	13,216	22,000	22,000	20,000	20,000
01 493 214 0001 Supplies - Recycle Totes	-	-176	667	(216)	-	-	-	-
01 493 251 0000 Clothing Allowance	703	400	-	-	400	400	400	400
01 493 304 0001 Transfer Station	350,689	382,473	396,556	387,672	453,900	497,000	497,000	497,000
01 493 304 0002 Collection Contract	364,535	389,826	410,889	391,641	435,000	539,018	539,018	644,018
01 493 304 0003 Concord Cooperative	739,699	747,205	892,374	867,632	1,009,000	1,213,000	1,183,000	1,183,000
01 493 304 0004 Hazardous Waste	15,869	16,484	17,562	17,085	16,712	17,500	17,500	17,500
01 493 304 0007 Recycle-Contract	349,482	259,811	280,480	235,282	293,900	260,991	260,991	305,991
01 493 304 0008 Tire Disposal	-	1,650	4,100	4,450	4,650	4,800	4,800	4,800
01 493 401 0000 Equipment	-	-	-	-	-	-	-	-
TOTAL OTHER	\$1,833,975	\$1,850,585	\$2,017,103	\$1,919,898	\$2,238,862	\$2,558,359	\$2,526,359	\$2,676,359
<i>Internal Service</i>								
01 493 234 0000 Vehicle Replacement	\$2,930	\$1,719	\$1,700	\$500	\$500	1,000	1,000	-
Grand Total	\$1,937,135	\$1,970,294	\$2,129,587	\$2,023,869	\$2,351,010	\$2,672,279	\$2,639,481	\$2,788,481

*Health Insurance costs are projected at current enrollment levels. This total includes payouts for employees not enrolled.

Breakdown by Function		
	FY 23 Proposed	%
Transfer Station Cost *	\$1,428,033	51.19%
Curbside Cost **	\$1,343,948	48.18%
Hazardous Waste	\$17,500	0.63%
TOTAL	\$2,789,481	100.00%

* Total cost, less Curbside and Hazardous Waste
** Collection, Contract, Recycle Contract and 1/3 of Concord Cooperative Expense

Transfer Station Net Cost	
	FY23 Proposed
Income *	\$1,733,000
Expense	\$1,428,033
Net	\$304,967

DPW SOLID WASTE SALARY DETAIL				
FULL TIME EMPLOYEES				
#	Description	Weeks Worked	Hours per Week	Annual
1	Scale Operator *	52	40	\$38,738.44
PART TIME EMPLOYEES				
	Part Time Operator	572 Hours	@ \$15.50/hr	\$8,866.00
				\$47,604.44
Budget includes 2.5% COLA increase effective 07/01/2022				
* Includes scheduled step (merit) increase				

ACCOUNT DESCRIPTIONS

TRANSFER STATION This line funds the cost of hauling household type trash to the disposal site. It also funds the cost of hauling and disposing of construction and demolition debris in Waste Management's landfill in Rochester.

COLLECTION CONTRACT This line funds the fees to provide curbside trash collection on the City's public streets.

CONCORD COOPERATIVE The line funds the cost of the disposing of the City's trash at the disposal site.

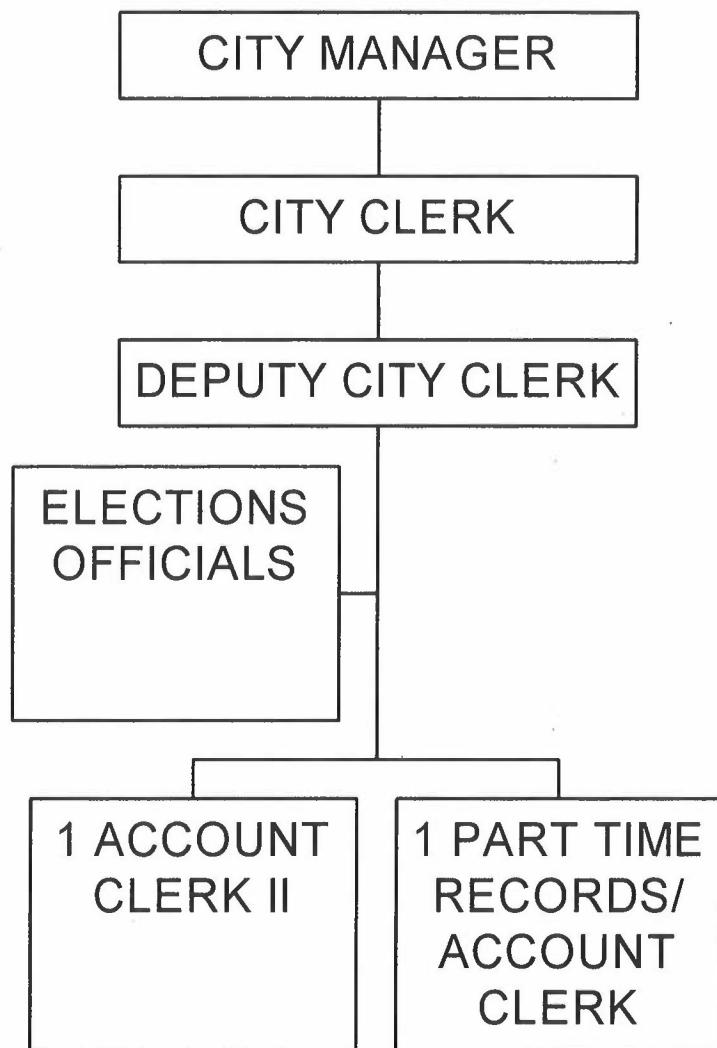
HAZARDOUS WASTE This line funds the City's share of the costs of the annual household hazardous waste collection day.

RECYCLE CONTRACT This line funds the cost of curbside recycling collection on the City's public streets. It also funds the costs associated with processing and selling the recycled product. The cost of processing the City's recycling is impacted by the value of the product which is a commodity, and the market fluctuates monthly. The processing fee averaged over \$35/ton for the past twelve months. The value of the product has decreased over the last three months results in a processing fee of \$51/ton. Processing costs are based on \$45/ton for the proposed budget.

TIRE DISPOSAL This line funds the cost of recycling the tires that are brought to the City's transfer station.



RECORDS



	<u>17-18</u>	<u>18-19</u>	<u>19-20</u>	<u>20-21</u>	<u>21-22</u>	<u>22-23</u>	<u>22-23</u>	<u>22-23</u>
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>DEPT</u>	<u>MANAGER</u>	<u>COUNCIL</u>
SALARIES								
01 415 101 0000 Salaries	\$123,590	\$123,945	\$130,559	\$ 142,026	\$153,787	\$142,690	\$142,690	\$142,690
01 415 105 0000 Overtime	1,307	\$885	\$635	\$ 814	1,000	1,000	1,000	1,000
01 415 106 0000 Sick-Hurt	4,659	\$2,831	\$1,789	\$ 1,947	-	-	-	-
01 415 106 0001 Personal Time		\$1,106	\$977	\$ 984	-	-	-	-
01 415 107 0000 Holidays	3,279	\$3,433	\$3,754	\$ 3,983	-	-	-	-
01 415 108 0000 Vacations	2,291	\$2,370	\$3,417	\$ 3,259	-	-	-	-
01 415 109 0000 Longevity	30	\$30	\$60	\$ 90	60	60	60	60
01 415 110 0000 Termination Pay	3,486	\$0	\$0	\$ -	-	-	-	-
01 415 115 0000 Salary Adj.	-	-	-	-	1,257	1,995	1,995	1,995
TOTAL SALARIES	\$138,642	\$134,600	\$141,190	\$153,102	\$156,104	\$145,745	\$145,745	\$145,745
OTHER								
01 415 201 0000 Telephones	\$815	\$1,233	\$1,575	\$ 1,781	1,200	1,200	1,200	1,200
01 415 207 0000 Postage	389	-\$6,271	-\$6,335	\$ (12,866)	800	1,200	1,200	1,200
01 415 212 0000 Copier	1,228	\$1,908	\$2,352	\$ 1,477	1,600	1,600	1,600	1,600
01 415 214 0000 Supplies	1,316	\$1,128	\$642	\$ 500	1,500	1,500	1,500	1,500
01 415 237 0000 Records Disposition	-	\$0	\$53	\$ -	150	150	150	150
01 415 237 0001 Records Preservation	801	\$4,000	\$0	\$ 4,000	4,000	4,000	4,000	4,000
01 415 245 0000 Conference-Dues	594	\$1,821	\$377	\$ 788	3,500	3,500	3,500	3,500
01 415 248 0000 Dog License Exp.	1,341	\$1,323	\$1,598	\$ 1,773	1,500	1,800	1,800	1,800
01 415 303 0000 Misc.	1,354	\$1,511	\$2,102	\$ 2,066	1,500	2,000	2,000	2,000
01 415 306 0000 State MV Reg. Exp.	591	\$700	\$1,026	\$ 1,212	700	1,200	1,200	1,200
01 415 306 0001 City MV Reg. Exp.	481	\$526	\$1,744	\$ 1,235	1,000	1,200	1,200	1,200
01 415 401 0000 Equipment	1,242	\$613	\$481	\$ 1,086	3,000	2,000	2,000	2,000
TOTAL OTHER	\$10,152	\$8,493	\$5,614	\$4,334	\$20,450	\$21,350	\$21,350	\$21,350
Internal Service								
01 415 234 0000 Vehicle Replacement	225	\$90	\$250	\$0	500	1,000	1,000	1,000
Grand Total	\$149,019	\$143,183	\$147,054	\$157,436	\$177,054	\$168,095	\$168,095	\$168,095

RECORDS DEPARTMENT SALARY DETAIL

FULL TIME EMPLOYEES

#	Description	Weeks Worked	Hours per Week	Annual
1	City Clerk/Tax Collector **	52	35	\$39,890.45 55141
1	Deputy Clerk *	52	35	\$40,910.42 39632
1	Account Clerk II *	52	35	\$35,374.19 32833
3	TOTAL		105	\$116,175.05

PART TIME EMPLOYEES

1	Account Clerk II *	52	25	\$26,514.96 26179
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GRAND TOTAL

\$142,690.01

Budget includes 2.5% COLA increase effective 07/01/2022

* Includes scheduled step (merit) increase

** Position split 50/50 between Records and Finance Departments

ACCOUNT DESCRIPTIONS

SALARIES This line item funds the cost of $\frac{1}{2}$ the City Clerk/Tax Collector's Salary, Two full time employees and one part time employee. No changes to staffing are being requested.

OVERTIME This line funds overtime for hourly paid employees in the department.

LONGEVITY This line funds longevity payments to eligible employees.

SALARY ADJUSTMENT This line funds a possible pay for performance increase of 5% for an eligible employee.

TELEPHONES This line funds the cost of telephone connections/fax machine with related costs.

POSTAGE This line funds the cost of postage for general office correspondence, as well as post office box rental fees.

COPIER This line funds the cost of copying for the department.

SUPPLIES This line funds the cost of general office supplies for the department.

VEHICLE RENTAL This line funds the hourly cost of operation of a City vehicle used for trainings, meetings, and other business of the City.

RECORDS DISPOSITION This line funds the destruction of records that have exceeded the retention schedule.

RECORDS PRESERVATION This line has been added for the preservation and binding of one (1) historical archive – the current project is for Council Minutes dating back to 1893. Over the 100 or more years since these records originated they have been subject to wear and they are of significant historical value to the City. This line item is being funded to allow for two (2) volumes per year to be preserved.

CONFERENCE-DUES This line funds the cost of professional dues and attendance of the City Clerk and Deputy City Clerk at the City Clerk Conference and training. This line has been level funded for employees of the Clerk's Office to attend necessary trainings.

DOG LICENSE EXPENSE This line funds the cost of purchasing dog tags and to send out notices and warnings to delinquent dog owners.

MISCELLANEOUS This line funds the cost of publishing notices of public hearings, ordinances, boards and commissions.

STATE MOTOR VEHICLE EXPENSE This line funds the cost of postage to mail daily registrations to Concord and to make up any shortage.

CITY MOTOR VEHICLE REGISTRATIONS/MAIL EXPENSE This line funds the cost of postage, envelopes, and return envelopes, return postage and motor vehicle software maintenance fees.

EQUIPMENT This line funds the purchase of a new computer as well as various other equipment for the Records Department. Lease equipment is also funded by this line.

City Clerk Office Activities

The majority of transactions processed through the City Clerk's Office are directly related to Motor Vehicle transactions, with over 20,000 completed annually. Peak customer times being the first and last week of each month. Additional transactions include processing approximately 153 Marriage Licenses, 1,900 requests for various vital certificates and amendments (Birth, marriage, Death and Divorce), licensing over 2,000 dogs, issuing approximately 2,100 dump stickers, accepting payment for Parking Tickets, filing Wetlands Applications, Aquatherm Permits, and issuing about 800 beach stickers.

In addition to customer transactions, the City Clerk's Office is responsible for maintaining the agenda management software, records retention, and voter registration.

During the 2020 Election Cycle, the Clerk's Office was able to organize three elections: the Presidential Primary, State Primary, and General Election, while following the pandemic safety measures. During 2021, the Clerk's Office organized the Municipal Primary and General Elections.

2021-2022 Objectives

As always, our main focus will be on providing our residents with excellent customer service. We also encourage our residents to try out our online bill pay system. This will save you the hassle of leaving the comfort of your own home. You can pay for your annual dog license, motor vehicle renewals, or request a vital record online and it will be mailed directly to you.

	<u>17-18</u>	<u>18-19</u>	<u>19-20</u>	<u>20-21</u>	<u>21-22</u>	<u>22-23</u>	<u>22-23</u>	<u>22-23</u>
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>DEPT</u>	<u>MANAGER</u>	<u>COUNCIL</u>
SALARIES								
01 417 101 0000 Elections	\$ -	\$ -	\$ 0	\$ -	\$ 15,000	\$ 18,000	\$ 18,000	\$ 18,000
01 417 101 0001 Ward 1	6,038	3,905	3,869	\$ 3,951	-	-	-	-
01 417 101 0002 Ward 2	4,289	3,245	2,953	\$ 4,311	-	-	-	-
01 417 101 0003 Ward 3	5,185	4,021	3,607	\$ 4,740	-	-	-	-
01 417 101 0004 Ward 4	3,849	2,013	1,954	\$ 2,170	-	-	-	-
01 417 101 0005 Ward 5	2,984	2,639	2,225	\$ 2,270	-	-	-	-
01 417 101 0006 Ward 6	6,742	6,171	5,360	\$ 5,678	-	-	-	-
01 417 101 0010 Ward Officials	-	-	-	\$ -	-	-	-	-
TOTAL SALARIES	\$29,087	\$21,994	\$19,968	\$ 23,121	\$15,000	\$18,000	\$18,000	\$18,000
OTHER								
01 417 207 0000 Postage	\$ 172	\$ 689	\$ 404	\$ 2,503	\$ 350	\$ 3,000	\$ 3,000	\$ 3,000
01 417 208 0000 Printing	2,886	2,762	1,483	\$ 2,606	3,000	3,000	3,000	3,000
01 417 210 0000 Notices	296	116	357	\$ 527	350	600	600	600
01 417 214 0000 Supplies	3,774	5,478	3,452	\$ 8,424	4,500	4,500	4,500	4,500
01 417 233 0000 Maint.-Agreement	1,575	2,104	1,750	\$ 2,897	1,700	2,300	2,300	2,300
01 417 304 0000 O/S Services(Police)	3,770	-	-	\$ -	-	-	-	-
01 417 401 0000 Equipment	-	-	76	\$ -	2,500	2,000	2,000	2,000
TOTAL OTHER	\$12,473	\$11,150	\$7,521	\$16,958	\$12,400	\$13,400	\$13,400	\$13,400
<i>Internal Service</i>								
01 415 234 0000 Vehicle Replacement	-	-	250	500	500	1,000	1,000	1,000
Grand Total	41,560	33,144	27,739	40,579	27,900	32,400	32,400	32,400

ACCOUNT DESCRIPTIONS – ELECTIONS

SALARIES This line funds the cost of salaries of ward officials for City and State elections.

POSTAGE This line funds the cost of mailing absentee ballots and other general correspondence.

PRINTING This line funds the cost of printing Election Materials and other required notices to voters as required by law.

NOTICES This line funds the cost of publishing meeting notices for the supervisors of the checklist and ballots.

SUPPLIES This line funds the cost of purchasing ballots and programming the chips for the voting machines, as well as necessary supplies for all six (6) polling places and the Supervisors of the Checklist.

MAINTENANCE AGREEMENT This line funds the cost of maintenance on the eight voting machines. Two machines are used as backup machines.

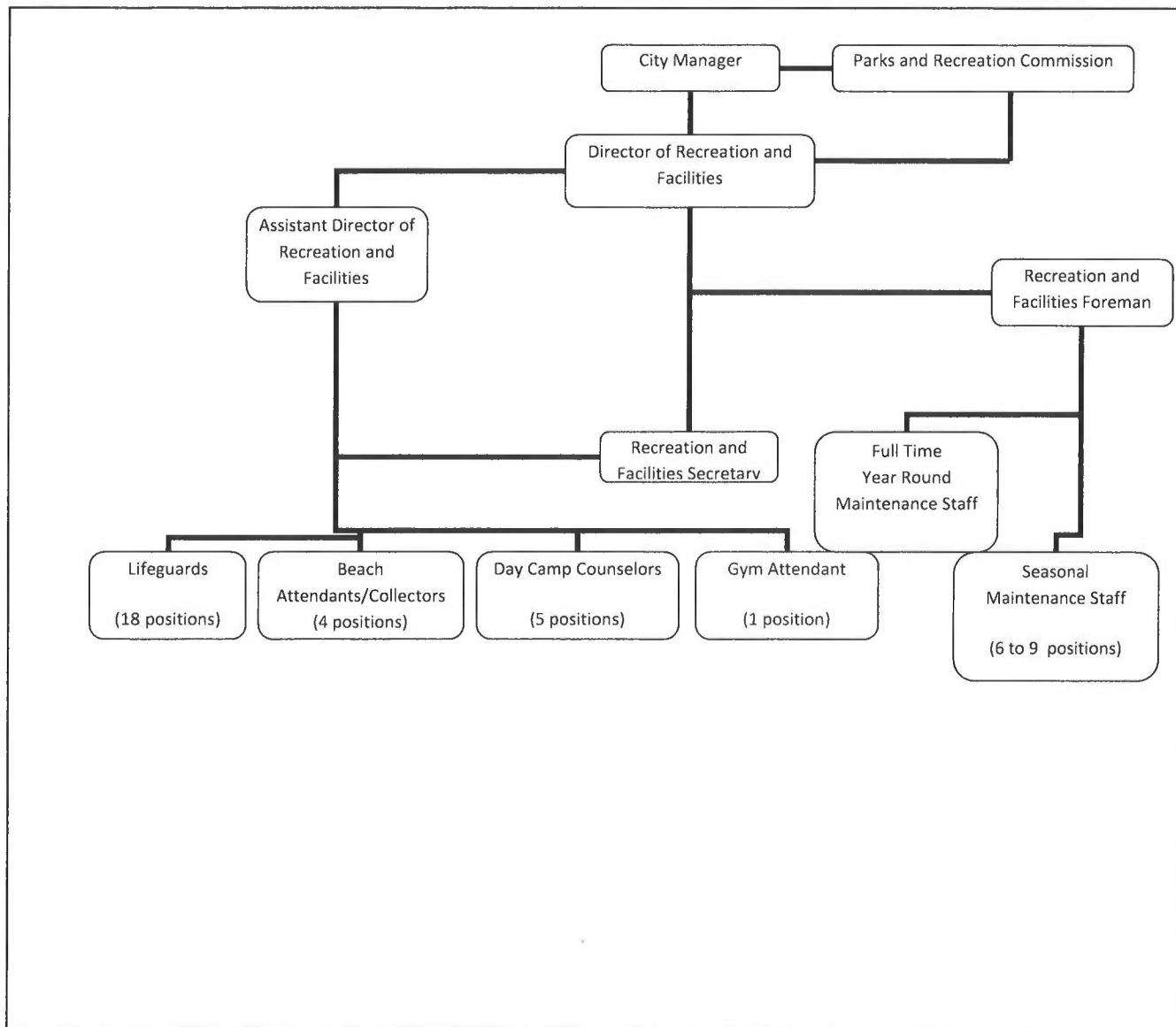
VEHICLE RENTAL This line funds the hourly cost of operation of a City vehicle used on Election Day.

EQUIPMENT This line is used for the purchase or replacement of tablets for the polling locations use on Election Day.

POLICE DETAIL This line is used for Police Details on Election Day.



RECREATION AND FACILITIES



	17-18 ACTUAL	18-19 ACTUAL	19-20 ACTUAL	20-21 ACTUAL	21-22 BUDGET	22-23 DEPT	22-23 MANAGER	22-23 COUNCIL
SALARIES								
01 479 101 0000 Salaries	\$314,063	\$319,835	\$315,560	\$ 336,724.12	\$387,483	\$418,884	\$460,031	\$460,031
01 479 103 0000 Temporary	104,287	81,982	59,870	\$ 85,063.58	108,000	181,700	130,000	130,000
01 479 105 0000 Overtime	8,430	10,664	5,718	\$ 4,838.50	9,000	9,500	9,500	9,500
01 479 106 0000 Sick-Hurt	8,310	6,705	6,233	\$ 3,515.34	-	-	-	-
01 479 106 0001 Personal Time	-	4,365	2,896	\$ 3,084.79	-	-	-	-
01 479 107 0000 Holidays	8,990	10,559	10,364	\$ 10,009.23	-	-	-	-
01 479 108 0000 Vacations	10,380	15,582	6,113	\$ 8,455.01	-	-	-	-
01 479 109 0000 Longevity	540	570	300	\$ 330.00	660	660	660	660
01 479 110 0000 Termination Pay	-	22,394	4,064	\$ 494.87	-	-	-	-
01 479 115 0000 Salary Adj	-	-	-	\$ -	2,500	6,397	6,397	6,397
TOTAL SALARIES	\$455,000	\$472,657	\$411,120	\$452,515	\$507,643	\$617,141	\$606,588	\$606,588
OTHER								
01 479 201 0000 Telephone	\$7,303	\$5,719	\$5,844	\$ 5,455.78	7,300	7,500	5,500	5,500
01 479 202 0000 Lights-Power**	23,141	22,307	20,282	\$ 35,127.58	23,600	24,300	24,300	24,300
01 479 203 0000 Water-Sewer**	14,865	12,834	15,116	\$ 15,341.86	16,000	16,500	16,000	16,000
01 479 204 0000 Fuel**	10,658	13,148	7,914	\$ 6,026.94	11,250	11,250	11,250	11,250
01 479 207 0000 Postage	362	114	75	\$ 184	400	400	300	300
01 479 208 0000 Printing	4,042	9,176	3,317	\$ 2,821	4,000	4,000	4,000	4,000
01 479 212 0000 Copier	1,712	1,330	1,314	\$ 780	1,400	1,400	1,400	1,400
01 479 214 0001 Supplies-Maintenance	6,556	7,855	9,337	\$ 7,350	8,500	8,750	8,750	8,750
01 479 214 0002 Supplies-Programs	7,578	5,508	4,995	\$ 7,307	7,000	8,000	8,000	8,000
01 479 214 0003 Supplies-Office	1,956	1,106	4,648	\$ 1,894	2,000	2,000	2,000	2,000
01 479 233 0000 Maint-Equipment	3,435	7,256	4,960	\$ 5,249	6,000	6,000	6,000	6,000
01 479 235 0000 Maint-Buildings	14,820	12,037	9,096	\$ 3,324.56	15,000	15,000	14,000	14,000
01 479 235 0001 Maint-Park Houses	5,729	5,823	4,874	\$ 2,765.01	7,000	7,000	7,000	7,000
01 479 235 0002 Maint-Grounds	63,397	41,605	59,707	\$ 77,088.13	117,000	117,000	107,000	107,000
01 479 245 0000 Conference-Dues	1,674	1,479	1,525	\$ 419.00	5,000	5,000	3,000	3,000
01 479 247 0000 Training	1,122	2,845	596	\$ 623.00	1,000	1,000	1,000	1,000
01 479 251 0000 Uniform Allowance	1,694	1,965	1,832	\$ 1,466.15	2,000	2,400	2,400	2,400
01-479-306-0001 Tree Program	-	-	-	-	2,250	2,320	2,320	2,320
01 479 303 0000 Misc	1,056	7,074	996	\$ 888.46	1,000	1,000	1,000	1,000
01 479 304 0000 O/S Contracts	10,279	12,876	10,738	\$ 10,680.90	6,500	40,000	35,000	35,000
01-479-303-xxx Playground Improvement	-	-	-	-	-	30,000	15,000	15,000
01 479 306 0000 Adopt a Spot	457	65	1,023	\$ 2,600.00	2,000	2,000	2,000	2,000
01 479 401 0000 Equipment	7,998	5,318	5,688	\$ 12,985.63	7,000	7,000	7,000	7,000
01-479-401-0012 Weirs Comm Park Imp	-	-	8,116	\$ -	-	-	-	-
TOTAL OTHER	\$189,834	\$177,440	\$181,994	\$200,378	\$253,200	\$319,820	\$284,220	\$284,220
Internal Service								
01 479 234 0000 Vehicle Replacement	\$34,748	\$41,116	\$37,000	\$ 20,910	25,500	31,262	31,262	31,262
01 479 234 0001 Vehicle Repair	29,500	25,000	\$26,000	\$ 45,307	45,100	51,163	51,163	51,163
TOTAL ISF	64,248	66,116	63,000	66,217	70,600	82,425	82,425	82,425
***RECREATION REIMBURSABLES	(9,292)	(10,424)	-	-	-	-	-	-
Grand Total	\$699,790	\$705,788	\$656,113	\$719,110	\$831,443	\$1,019,386	\$973,233	\$973,233

**Park house utilities, see narratives

*** Accounts 01-340-479-0001, 0002, 0003

RECREATION AND FACILITIES DEPARTMENT SALARY DETAIL					
FULL TIME EMPLOYEES					
#	Description	Weeks Worked	Hours per Week	Annual	
1	Director	52	35	\$71,981.27	
1	Asst. Rec Dir	52	35	\$55,985.26	
1	Secretary	52	35	\$37,216.73	
1	Parks Foreman *	52	40	\$64,060.04	
1	Field/Facilities Maint Tech *	52	40	\$57,607.05	
3	Buildings&Grounds Maint *	52	120	\$132,053.62	
8	TOTAL **	305		\$418,883.96	

Budget includes 2.5% COLA increase effective 07/01/2022

* Includes scheduled step (merit) increase
** Includes lump sum payments for eligible employees

Manager's recommendation includes on new Building & Grounds Maintenance position at \$41,147

ACCOUNT DESCRIPTIONS

SALARIES This line funds the cost of eight full time employees currently. The department is looking to increase this line to reflect the new grades for the maintenance crew as well as an additional maintenance employee.

TEMPORARY This line funds the cost of temporary seasonal employees; lifeguards, parking attendants, collectors, gym attendants and maintenance/grounds personnel. This line has been increased to provide adequate lifeguards and staff at Weirs Beach and additional services needed will come out of O/S Contracts. The increase also shows an increase in wages to stay competitive in the job market.

OVERTIME This is the estimated expense for overtime for this department. This line has been increased to reflect the one new employee.

LONGEVITY This line funds longevity payments to eligible employees.

SALARY ADJUSTMENT This line funds a possible pay for performance increase for eligible employees.

TELEPHONES This line funds the cost of telephone connections at the Parks & Recreation offices, Parks and Recreation maintenance facility, Opechee Park Community Room/Daycamp and cell phones for year-round and seasonal staff. The increase is due to inflation.

LIGHTS-POWER This line funds the cost of lights and power at park houses, bathhouses, athletic fields, the parks maintenance facility, skating rinks, sledding hill and security lighting. The increase is due to inflation.

WATER-SEWER This line funds the cost of water and sewer service for Parks & Recreation facilities except the Community Center. The increase is due to inflation.

FUEL This line funds the cost of #2 fuel oil and natural gas for Parks & Recreation facilities except for the Community Center. The Park Associations are allotted \$2,200 each and once this allotment has been reached, reimbursement occurs. The increase is due to inflation.

POSTAGE This line funds the cost of all metered postal service. This line is level funded.

PRINTING This line funds the cost of advertising, sign printing. This line is level funded.

COPIER This line funds the cost of copier service. This line is level funded.

SUPPLIES-MAINTENANCE This line funds the cost of paper products, trash bags, dog bags and containers, graffiti removal, flags and cleaning supplies. The increase is due to inflation.

SUPPLIES-PROGRAM This line funds the cost of playground program and waterfront supplies. The increase is due to inflation and adding of new programming such as the Halloween event.

SUPPLIES-OFFICE This line funds the cost of office supplies, computers, and computer software. This line is level funded.

MAINTENANCE-EQUIPMENT This line funds the cost of repair and maintenance of all non-registered equipment. This line has been level funded.

MAINTENANCE-BUILDING This line funds the cost of glass, paint, hardware, lumber, plumbing, lock & key work, electrical and maintenance throughout the park system. This line is level funded.

MAINTENANCE-PARK HOUSES This line funds the cost of repairs and HVAC services at all park houses. This line is level funded.

MAINTENANCE-GROUNDS This account funds the cost of fertilizer, seed, soil amendments, loam, compost, sand, plants, mulch, picnic tables, grills, irrigation parts, salt and ice melts, etc. This line has increased to provide enough funds to produce a high-quality park system including the fertilizing and pre/post emergent.

CONFERENCE-TRAINING This line funds the cost of training and conferences for Recreation & Facilities employees. This line is level funded.

DUES This line funds the cost of memberships for necessary employees to NRPA, NHRPA, ELA, NOFA, PGMS and NESTMA. This has been level funded.

UNIFORM ALLOWANCE This line funds the cost of providing work clothing for SEA employees. This line is increased to reflect uniforms for one new employee.

TREE PROGRAM This line funds trees throughout the park system. This would be removals, plantings, pruning and soil amendments. This line has increased due to the number of trees annually that need to come down and be replaced. This line is increased due to inflation.

MISCELLANEOUS This line funds the cost of medical needs such as physicals or mandated checkups or counseling. This item also funds background checks for seasonal employees. This line is level funded.

O/S CONTRACTS This line funds the cost of contractual services needed in the park system including electrical, roofing, plumbing, surveying, irrigation, etc. The line will also be used for outsourcing task the department cannot complete due to staffing. This line is increased for inflation as well as the new outsourcing.

ADOPT-A-SPOT This item covers the cost of barrels, awards, signs and general supplies to support a community wide volunteer beautification initiative. This line is level funded.

EQUIPMENT This line funds the replacement of small tools and lawn equipment. This line is level funded.

RECREATIONAL REIMBURSABLES This line includes reimbursement for field lights, park association utilities and programs that the City receives and also budgets as revenue.

PLAYGROUND MAINTENANCE This new line will provide the department with the necessary funds to increase the safety of our playgrounds with mulch and the necessary equipment to replace any unsafe areas. These areas are either from normal wear and tear or vandalism. We would look to have any unused funds from this line put into a playground account to accumulate in order to purchase new, updated equipment throughout the park system.

VEHICLE RENTAL This line funds the hourly cost of operation of City vehicles used by this department.

INTERNAL SERVICE FUND This line funds payment to the Internal Service Fund in the amount of depreciation on vehicles used by this department.

Recreation & Facilities Department Activities

- Maintain 20 parks year-round.
- Mow approximately 1,240,450 sq. ft. weekly
- 15 Athletic Fields totaling approximately 859,450 sq.ft. of mowing 2-3 times per week and lining
- 13 Athletic Courts
- 18 City Buildings including inside and outside maintenance
 - City Hall
 - Police Department
 - Central Fire Station
 - Community Center
 - Weirs Fire Station
 - Laconia Public Library
 - Goss Reading Room
 - Park Houses
 - Leavitt Park House
 - Opechee Cove Park House
 - Tardif Park House
 - Weirs Community Center
 - Concession Stands with bath houses
 - Laconia Little League
 - Leavitt Park
 - Robbie Mills Sports Complex
 - Bath Houses
 - Bartlett Beach
 - Bond Beach
 - Weirs Beach
 - Weirs Community Park
- 9 Baseball/softball diamonds
- 9 Playgrounds
- 9 Cemeteries totaling approximately 123,500 sq.ft.
- 5 Beaches
- 18 irrigation systems
- 23 Restrooms cleaned daily during the summer season with 37 toilets and 9 urinals.
- 30 Areas with Plant Beds (some are adopted through the Adopt A Spot Program)

- 28 Other areas that are mowed weekly
- 2 Linear Parks (WOW Trail and Riverwalk)
- 1 Skate Park
- Completed 4,211 work orders in FY20
- Provide City sponsored programs for adults and children (less this year due to COVID)
- Provide meeting space for City youth and adult sports programs
- Maintain and schedule all Facility Use Requests brought to the department
- Maintain and schedule all interscholastic athletic facilities (outside the LHS turf field)
- Provide meticulous and highly scrutinized field preparations for the Robbie Mills Baseball Field (Laconia High School, NHIAA tournament games and Winnipesaukee Muskrats).
- Provided childcare at the Opechee Day Camp.
- Maintain winter ice rinks and sledding hill
- Remove snow and ice from 10 parking lots, 21 walkways and 26 doors
- No Christmas Village this year due to COVID-19
- Special events set up and break down.

Recreation & Facilities Department

2022 – 2023 Goals

- ❖ Work toward the goal of becoming ADA compliant at all parks and facilities
- ❖ Constantly improving the aesthetics of the parks and facilities
- ❖ Seek and implement creative methods to attract qualified seasonal staff
- ❖ Increase programming

CITY HALL

	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>COUNCIL</u>
OTHER								
01 419 202 0000 Lights-Power	\$19,526	\$17,937	\$15,781	\$ 17,009	\$ 18,000	\$ 18,550	\$ 18,550	\$ 18,550
01 419 203 0000 Water-Sewer	1,410	2,959	2,021	2,244	1,600	2,000	2,000	2,000
01 419 204 0000 Fuel	7,520	8,106	7,574	8,311	8,100	8,350	8,350	8,350
01 419 214 0000 Supplies	3,289	2,378	3,383	3,352	4,000	4,000	4,000	4,000
01 419 233 0000 Maint-Equip	2,943	2,738	2,554	3,319	3,000	3,090	3,090	3,090
01 419 235 0000 Maint-Building	6,023	3,814	6,361	2,460	6,000	6,000	6,000	6,000
01 419 304 0000 Outside Contracts	32,312	32,720	39,841	42,214	36,400	37,500	37,500	37,500
TOTAL OTHER	\$73,023	\$70,651	\$77,514	\$78,909	\$77,100	\$79,490	\$79,490	\$79,490
DEPT O&M TOTAL	\$73,023	\$70,651	\$77,514	\$78,909	\$77,100	\$79,490	\$79,490	\$79,490

COMMUNITY CENTER

	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>MANAGER</u>
OTHER								
01 480 202 0000 Lights-Power	\$10,252	\$7,478	\$6,421	\$ 6,305	\$ 8,700	\$ 8,950	\$ 8,950	\$ 8,950
01 480 203 0000 Water-Sewer	978	\$1,159	\$1,283	\$ 1,072	1,300	1,330	1,330	1,330
01 480 204 0000 Fuel	7,637	\$11,995	\$10,283	\$ 8,223	10,000	10,300	10,300	10,300
01 480 214 0000 Supplies	819	\$818	\$730	\$ 620	850	875	875	875
01 480 235 0000 Maintenance	3,708	\$15,600	\$2,293	\$ 2,086	4,000	4,000	4,000	4,000
01 480 304 0000 Outside Contracts	19,447	\$20,784	\$23,255	\$ 22,545	20,000	20,700	20,700	20,700
TOTAL OTHER	\$42,841	\$57,834	\$44,265	\$40,851	\$44,850	\$46,155	\$46,155	\$46,155
DEPT O&M TOTAL	\$42,841	\$57,834	\$44,265	\$40,851	\$44,850	\$46,155	\$46,155	\$46,155

POLICE STATION

	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>MANAGER</u>
OTHER								
01 435 202 0000 Lights-Power	\$39,033	\$40,420	\$35,761	\$ 36,215	\$ 38,100	\$ 39,300	\$ 39,300	\$ 39,300
01 435 203 0000 Water-Sewer	2,211	3,004	2,437	\$ 2,537	3,500	3,500	3,500	3,500
01 435 204 0000 Fuel	33,323	30,830	21,329	\$ 16,247	32,950	33,900	33,900	33,900
01 435 214 0000 Supplies	2,313	2,546	2,492	\$ 2,423	3,000	3,000	3,000	3,000
01 435 235 0000 Maint-Building	10,493	9,449	14,990	\$ 9,815	12,000	12,000	12,000	12,000
01 435 304 0000 O/S Contracts	55,287	44,389	58,853	\$ 50,766	51,450	53,500	53,500	53,500
TOTAL OTHER	\$142,660	\$130,638	\$135,862	\$118,002	\$141,000	\$145,200	\$145,200	\$145,200
Transfer in from 437-police	-30,000							
DEPT O&M TOTAL	\$112,660	\$130,638	\$135,862	\$118,002	\$141,000	\$145,200	\$145,200	\$145,200

ACCOUNT DESCRIPTIONS**COMMUNITY CENTER**

LIGHTS-POWER This line funds the cost of lights and power at the Community Center. The increase is due to inflation.

WATER-SEWER This line funds the cost of water and sewer at the Community Center. The increase is due to inflation.

FUEL This line funds the cost of #2 fuel oil and natural gas at the Community Center. The increase is due to inflation.

SUPPLIES This line funds the cost of day to day maintenance supplies at the Community Center. This line is increased due to inflation.

MAINTENANCE This line funds the cost of in house repairs at the Community Center. This line is level funded.

O/S CONTRACTS This line funds the cost of a private contractor to clean the Community Center along with boiler maintenance and repairs. The increase is due to inflation.

CITY HALL

LIGHTS-POWER This line funds the cost of lights and power at City Hall. The increase is due to inflation.

WATER-SEWER This line funds the cost of water and sewer at City Hall. The increase is due to inflation.

FUEL This line funds the cost of natural gas fuel at City Hall. The increase is due to inflation.

SUPPLIES This line funds the cost of cleaning supplies, trash bags, toilet tissue and paper towels, ice melt, and horticultural supplies. This line has been level funded.

MAINTENANCE-EQUIPMENT This line funds the cost of minor repairs to mechanical systems and equipment. The increase is due to inflation.

MAINTENANCE-BUILDING This line funds the cost of repairs such as windows, doors, locks, carpets and plumbing. This line is level funded.

O/S CONTRACTS This line funds the cost of a private contractor to clean City Hall along with the HVAC and elevator services. The increase is due to inflation.

POLICE STATION

LIGHTS-POWER This line funds the cost of lights and power at Laconia Police Headquarters. The increase is due to inflation.

WATER-SEWER This line funds the cost of water and sewer service. This line is level funded.

FUEL This line funds the cost of natural gas heating and air conditioning of the Laconia Police Station. The increase is due to inflation.

BUILDING SUPPLIES This line funds the cost of supplies associated with the maintenance of the station facility such as cleaning solvents, paper products, light bulbs and other maintenance consumables. This line is level funded.

BUILDING MAINTENANCE This line funds the cost of routine structure, building and system repairs at the station. This line is level funded.

O/S CONTRACTS This line funds the cost of a private janitorial contractor to clean the Police Station along with HVAC maintenance and repair. The increase is due to inflation.



WELFARE



FY 2022-2023 BUDGET

WELFARE

	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>COUNCIL</u>
SALARIES								
01 477 101 0000 Salaries	\$64,674	\$62,312	\$55,657	\$ 36,976	\$41,724	44,048	44,048	44,048
01 477 105 0000 Overtime	256	331	71	98	1,000	500	500	500
01 477 106 0000 Sick-Hurt	5,420	7,809	2,979	698	-	-	-	-
01 477 106 0001 Personal Time	0	543	765	218	-	-	-	-
01 477 107 0000 Holidays	2,931	3,126	2,989	1,665	-	-	-	-
01 477 108 0000 Vacations	2,252	4,470	5,683	840	-	-	-	-
01 477 109 0000 Longevity	150	150	150	-	-	-	-	-
01 477 110 0000 Termination Pay	-	-	13,937	-	-	-	-	-
01 477 115 0000 SalaryAdj.	-	-	-	-	-	-	-	-
TOTAL SALARIES	\$75,683	\$78,742	\$82,231	\$40,496	\$42,724	\$44,548	\$44,548	\$44,548
OTHER								
01 477 201 0000 Telephones	\$1,204	\$1,652	\$1,132	\$ 1,173	\$1,200	\$1,200	\$1,200	\$1,200
01 771 207 0000 Postage	166	74	101	\$ 7	75	75	75	75
01 477 212 0000 Copier	777	479	980	\$ 300	800	800	800	800
01 477 214 0000 Supplies	1,486	442	1,141	\$ 332	400	400	400	400
01 477 242 0000 Travel-Meetings	-	-	-	-	-	-	-	-
01 477 245 0000 Conference-Dues	210	575	70	\$ 120	500	500	500	500
01 477 247 0000 Training	-	-	-	-	-	-	-	-
01 477 304 0000 O/S Contracts	1,650	228	210	-	-	-	-	-
01 477 315 0000 City Relief	61,992	69,639	32,673	\$ 20,999	40,000	40,000	40,000	40,000
01 477 401 0000 Equipment	-	-	216	-	-	-	-	-
01 477 499 0000 Reimbursements	(691)	(2,739)	(6,190)	\$ (1,802)	(2,000)	(2,000)	(2,000)	(2,000)
TOTAL OTHER	\$66,794	\$70,349	\$30,333	\$21,130	\$40,975	\$40,975	\$40,975	\$40,975
Internal Service								
01 477 234 0000 Vehicle Rental	145	78	350	500	500	1,000	1,000	1,000
Grand Total	\$142,622	\$149,168	\$112,914	\$62,126	\$84,199	\$86,523	\$86,523	\$86,523

WELFARE DEPARTMENT SALARY DETAIL

#	Description	Weeks Worked	Hours	Annual
			per Week	
1	Welfare Tech *	52	35	\$44,048.40

Includes 2.5% COLA increase effective 07/01/2022

* Includes scheduled step (merit) increase

ACCOUNT DESCRIPTIONS

SALARIES Provides funding for the Welfare Technician.

OVERTIME Funds possible OT needs for the department.

TELEPHONES This line item funds the cost of desk and cell phones and related costs.

POSTAGE This line item funds the cost of mailing general correspondence for the department. This line item has been level funded.

COPIER This line item funds the copy costs for the department.

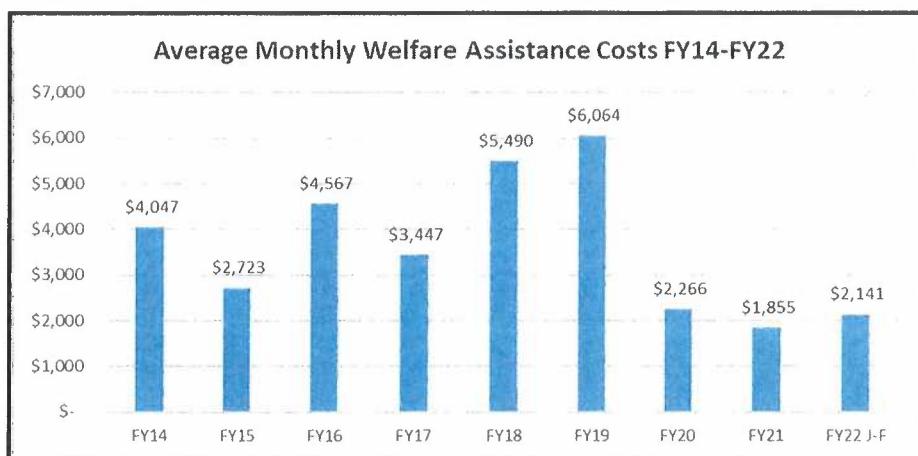
SUPPLIES This line item funds the cost of general office supplies for the department.

CONFERENCE-DUES This line item funds the cost of dues to the Local Welfare Administrator's Association, as well as training sessions held by the Association and the annual NHMA conference. Focus again this year will be on customer service training.

CITY RELIEF This line item funds the cost of public assistance benefits paid out as required by the State of New Hampshire under RSA 165.

REIMBURSABLES This line represents the average refunds received from agencies and client reimbursements.

VEHICLE RENTAL This line item funds the hourly cost of operation of a City vehicle used by this department.





ENTERPRISE FUNDS

SANITARY SEWER FUND
LACONIA WATER WORKS

SANITARY SEWER FUND SUMMARY
FY 2022-2023 BUDGET

	2019-20	2020-21	2021-22	2022-23	2022-23	2022-23
	ACTUAL	ACTUAL	BUDGET	DEPT.	MANAGER	COUNCIL
TOTAL SALARIES, OTHER	\$3,636,120	\$3,881,557	\$4,290,340	\$4,638,107	\$4,632,096	\$4,632,096
Depreciation	257,413	350,230	290,000	290,000	290,000	290,000
SSF OPERATING EXP.	\$3,893,533	\$4,231,788	\$4,580,340	\$4,928,107	\$4,922,096	\$4,922,096
Cont. Cap. Adjustment	(98,888)	0	(88,813)	(88,813)	(88,813)	(88,813)
SSF EXPENSES	\$3,794,645	\$4,231,788	\$4,491,527	\$4,839,294	\$4,833,283	\$4,833,283
SSF OPERATING REVENUE	\$4,254,488	\$4,966,734	\$4,646,124	\$4,646,124	\$4,646,124	\$4,646,124
Interest Income	3,014	1,698	10,000	2,000	2,000	2,000
To/Fr Retained Earnings	(462,856)	(736,645)	(164,597)	191,170	185,159	185,159
SSF INCOME	\$3,794,645	\$4,231,788	\$4,491,527	\$4,839,294	\$4,833,283	\$4,833,283
SANITARY SEWER FUND CAPITAL OUTLAY	\$990,231	\$1,725,857	\$2,451,000	\$2,630,000	\$2,630,000	\$2,630,000

LACONIA WATER WORKS SUMMARY
FY 2022-2023 BUDGET

	2019-20	2020-21	2021-22	2022-23	2022-23	2022-23
	ACTUAL	ACTUAL	BUDGET	DEPT.	MANAGER	COUNCIL
TOTAL SALARIES, OTHER	\$2,847,182	\$2,863,046	\$3,213,197	\$3,307,662	\$3,307,662	\$3,307,662
LWW OPERATING EXP.	\$2,847,182	\$2,863,046	\$3,213,197	\$3,307,662	\$3,307,662	\$3,307,662
LWW OPERATING REVENUE	\$2,853,015	\$3,024,131	\$2,871,800	\$2,909,700	\$2,909,700	\$2,909,700
Interest Income	12,131	6,799	8,000	7,500	7,500.00	7,500.00
Additional Income	110,137	2,006,077	118,746	393,714	393,714	393,714
LWW INCOME	\$2,975,283	\$5,037,007	\$2,998,546	\$3,310,914	3,310,914	3,310,914
LACONIA WATER WORKS CAPITAL OUTLAY	\$148,167	\$657,069	\$1,828,090	\$708,000	\$708,000	\$708,000
BOND PRINC. PAYMENT	\$75,000	\$75,000	\$134,246	\$131,974	\$131,974	\$131,974

FY 2022-2023 BUDGET
SANITARY SEWER FUND

		17-18 ACTUAL	18-19 ACTUAL	19-20 ACTUAL	20-21 ACTUAL	21-22 BUDGET	22-23 DEPT	22-23 MANAGER	22-23 COUNCIL
SALARIES									
90 400 101 0000	Regular Salaries	\$247,989	\$282,873	\$261,726	\$322,244	\$ 459,064	\$ 465,725	\$ 465,725	\$ 465,725
90 400 105 0000	Overtime	12,057	11,974	11,856	8,231	15,000	15,000	15,000	15,000
90 400 106 0000	Sick-Hurt	18,677	8,467	11,272	14,979	-	-	-	-
90 400 107 0000	Holidays	13,826	13,226	12,471	14,456	-	-	-	-
90 400 108 0000	Vacations	13,200	8,972	15,458	12,369	-	-	-	-
90 400 109 0000	Longevity	180	180	150	210	360	360	360	360
90 400 110 0000	Termination Pay	-	-	16,878	10,502	-	-	-	-
90 461 000 0000	Employee Benefits	201,302	227,991	226,425	255,590	268,801	-	-	-
90-461-120-0000	Social Security	-	-	-	-	36,945	36,775	36,775	36,775
90-461-130-0000	Health Insurance	-	-	-	-	173,227	167,699	167,699	167,699
90-461-135-0000	Retirement	-	-	-	-	66,468	66,155	66,155	66,155
90 400 110 0000	Stipends	-	-	1,600	-	2,400	2,500	2,500	2,500
90 400 115 0000	Salary Adj.	-	-	-	-	4,454	4,511	4,511	4,511
90 400 245 0000	Training	925	2,230	3,789	5,600	3,789	4,000	4,000	4,000
90 204 001 0000	OPEB Liability	30,942	-	-	-	-	-	-	-
TOTAL SALARIES		\$539,098	\$555,913	\$561,626	\$644,181	\$753,868	\$768,736	\$762,725	\$762,725
OPERATING - ADMIN									
90 401 304 0000	CLERICAL, GF	25,743	28,994	30,422	25,780	40,000	\$ 30,000	\$ 30,000	\$ 30,000
90 403 214 0000	BILLING EXPENSE	184,477	139,496	139,863	162,243	140,000	145,000	145,000	145,000
90 406 304 0000	Winn River Basin	1,997,255	2,152,704	2,337,431	2,214,485	2,563,472	2,705,180	2,705,180	2,705,180
90-407-301-0000	Meter reading units	-	7,092	9,458	4,128,49	12,000	6,000	6,000	6,000
OPERATING - GENERAL MAINTENANCE									
90 409 000 1000	SEWER MAINT.	479,269	320,766	383,528	411,231	385,000	\$ 410,000	\$ 410,000	\$ 410,000
90 409 234 0000	Vehicle Repair	-	-	-	-	\$ 69,991	\$ 69,991	\$ 69,991	\$ 69,991
90 409 234 0001	Vehicle Replacement	-	-	-	-	\$ -	\$ -	\$ -	\$ -
90 421 000 1000	PUMP STA. MAINT.	47,324	66,202	75,692	72,037	80,000	100,000	100,000	100,000
OPERATING - PUMP STATION MAINTENANCE									
90 423 000 1000	Keasor Ct.	2,355	3,689	2,157	3,619	7,500	5,000	5,000	5,000
90 425 000 1000	Lawrence St.	4,848	4,686	4,269	11,025	7,500	5,000	5,000	5,000
90 426 000 1000	Old N Main Street	4,216	4,042	6,581	11,779	7,000	6,500	6,500	6,500
90 428 000 1000	Black Brook	6,959	12,959	8,844	14,074	10,000	10,000	10,000	10,000
90 430 000 1000	Langley Cove	6,306	6,876	7,335	11,318	10,000	8,000	8,000	8,000
90 434 000 1000	Paugus	8,825	11,842	18,806	12,754	10,000	8,000	8,000	8,000
90 436 000 1000	Lakeside Ave	9,270	3,539	5,737	5,456	6,500	5,500	5,500	5,500
90 438 000 1000	Shore Drive	39,226	6,083	6,306	33,066	7,000	6,000	6,000	6,000
90 439 000 1000	Christmas Island	3,201	2,290	1,829	3,177	6,500	5,000	5,000	5,000
90 440 000 1000	Hillcrest Drive	7,596	6,654	2,805	3,617	9,000	10,000	10,000	10,000
90 441 000 1000	Edgewater Ave.	1,812	1,921	1,846	3,481	5,000	4,000	4,000	4,000
90 443 000 1000	Mass. Ave.	3,163	11,411	5,423	6,034	6,000	6,000	6,000	6,000
90 444 000 1000	Channel Lane	493	695	890	2,333	1,000	1,000	1,000	1,000
90 445 000 1000	Gold Street	-	4,285	4,696	1,316	7,500	4,000	4,000	4,000
90 446 000 1000	Endicott Street	4,249	1,700	4,258	8,975	7,000	10,000	10,000	10,000
90 447 000 1000	Briarcrest	1,987	3,602	5,985	5,464	10,000	6,500	6,500	6,500
90 448 000 1000	Rollercoaster Rd	3,293	3,967	8,707	5,814	8,500	6,000	6,000	6,000
90 449 000 1000	Chapin Terrace	2,284	3,488	1,629	1,574	10,000	10,000	10,000	10,000
OPERATING - MISCELLANEOUS									
90 465 999 9999	Misc Sewer Exp	129,548	442,884	-	86,727	150,000	175,000	175,000	175,000
90 48X XXX XXXX	Bond P&I	-	-	-	115,872	30,000	111,700	111,700	111,700
OPERATING -TOTAL		2,973,699	3,251,868	3,074,495	3,237,377	3,536,472	3,869,371	3,869,371	3,869,371
GRAND TOTAL		\$3,512,797	\$3,807,781	\$3,636,120	\$3,881,557	\$4,290,340	\$4,638,107	\$4,632,096	\$4,632,096
90 495 391 0000	Depreciation	278,775	272,951	257,413	350,230	290,000	290,000	290,000	290,000
	SSF OPER. EXP.	\$3,791,572	\$4,080,732	\$3,893,533	\$4,231,787.88	\$4,580,340	\$4,928,107	\$4,922,096	\$4,922,096
	Cont.Cap.Adj.	(98,888)	(98,888)	(98,888)	0	(88,813)	(88,813)	(88,813)	(88,813)
	SSF EXPENSES	3,692,684	3,981,844	3,794,645	4,231,788	4,491,527	4,839,294	4,833,283	4,833,283
90 350 001 0000	SSF OPER. REV.	4,152,153	4,282,772	4,254,488	4,966,734	4,646,124	4,646,124	4,646,124	4,646,124
	Interest Income	3,455	3,616	3,014	1,698	10,000	2,000	2,000	2,000
	To/Fr Ret.Earnings	(487,036)	(304,544)	(462,856)	(736,645)	(164,597)	191,170	185,159	185,159
	SSF INCOME	3,668,572	3,981,844	3,794,645	4,231,788	4,491,527	4,839,294	4,833,283	4,833,283

SANITARY SEWER FUND SALARY DETAIL**FULL TIME EMPLOYEES**

#	Description	Weeks Worked	Hours per Week	Annual
1	Asst Dir	52	35	\$90,227.84
3	Coll Sys Oper *	52	120	\$175,271.72
1	Vactor Oper/Hvy Eq Op *	52	40	\$53,598.48
3	Lt. Eq. Op *	52	120	\$136,426.68
8	TOTAL **		315	\$455,524.72

PART TIME EMPLOYEES

Laborer	680 Hours @ \$15/hr	\$10,200.00
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GRAND TOTAL	\$465,724.72
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Budget includes 2.5% COLA increase effective 07/01/2022

* Includes scheduled step (merit) increase

** Includes lump sum payments for eligible employees

ACCOUNT DESCRIPTIONS**INTRODUCTION**

The majority of the Division's budget is to the Winnipesaukee River Basin (WRB) Program to fund the cost of transporting and treating Laconia's sewage.

WRBP payments in FY23 are estimated at \$ \$2,705,180 and include Operations & Maintenance, Administration, Capital Reserve/Recovery (i.e., Debt Service), and Replacement or Cost Recovery Fund. This represents a \$141,708 increase from FY22 budgeted amounts.

The 2012 Memorandum of Understanding (MOU) between the ten (10) member communities and The State's Department of Environmental Services (DES) establishes the guidelines for WRBP's program priorities and expenditures. Capital improvements continue to be a priority for the WRBP and the communities. Projects are listed in the WRBP Capital Improvement Program (WRBP – CIP), which was developed in 2012 and is updated yearly. The WRBP Advisory Board under the terms of the MOU works with WRBP's leadership to schedule CIP projects to stabilize community costs while ensuring the regional sewer system is maintained to support the member communities in the future.

WRBP is developing a new assessment formula to replace the formula that has been in place for many years. The new assessments are based on data collected in the recent flow metering project. The purpose of this project was to collect the accurate flow data necessary to support decision-making and to develop a new "Cost Allocation Formula" to ensure that all 10 member communities are assessed their appropriate pro-rata share of WRBP operating costs. WRBP is in the early stages of implementing the new cost allocation formula.

Laconia's Sewer System Capital Improvement Program is updated annually. This document is the planning tool used in developing annual budgets and ensuring funding is available in the Division's budget for maintaining the long-term condition of the City's system.

The Department implemented the last of three sewer rate increases in 2021 which were approved by the City Council in 2018. The Department's concept for rate increases is to have small but frequent rate increases to keep up with inflation rather than large less frequent rate increases when inflation has begun to impact the ability of the City to fund the operation of the system. The Department reviewed the effects of the sewer rate increase and how sewer units are allocated in 2020. A rate model update was completed in 2021 and the findings will be presented to City Council in early 2022.

The Department is proposing an overall increase of \$181,208 compared to FY21-22 for the operating budget, less salaries, (accounts 90-409 thru 90-449). Of this increase, \$141,708 is attributed to increase in payments to WRBP. The remainder of the increase to the budget includes increased sewer and pump station maintenance.

SALARIES

This line funds wages for personnel involved in operating and maintaining the sanitary sewer system. It is calculated by using the full time wages of personnel listed in the Sewer Division, adding the full time wages of the Public Works employees and determining a percentage of the total

time spent by employees in each division (Public Works and Sanitary Sewer) based on historical records. This year we are taking 32% of the total cost of personnel for both Divisions and allocating them to the Sanitary Sewer Fund budget. This percentage is based on the last 12 months history. Actual costs are recorded daily.

OVERTIME

This line funds the cost of overtime required for after-hours emergency repairs during the year.

LONGEVITY

This line funds the cost of longevity payments for Sewer Division employees who are due longevity payments.

EMPLOYEE BENEFITS

This line item funds the cost of social security, health insurance and retirement.

STIPENDS

The previous contract between SEA, AFSCME and the City DPW encourages DPW employees to participate in the Roads Scholar Program (provided through UNH Technology Transfer (t2) Center) with a goal toward receiving program certification in Public Works' maintenance and construction. Each employee is entitled to an \$800 stipend if they successfully complete three (3) course offerings within a Fiscal Year. Our employees have all taken full advantage of this program and this line funds the cost of the stipends. The Department's union contracts expire on June 30, 2021. The Department believes the stipend will be included in the new contracts.

SALARY ADJUSTMENT

This line funds a possible pay for performance increase for an eligible salaried employee.

BILLING

This line funds the Division's share of Laconia Water Department's billing costs. The Sewer Division pays a portion of the cost for all supplies used in preparing the combined bills, a portion of the cost for maintenance of the equipment used to produce the bills and a portion of the costs of meter maintenance.

WINNIPESAUKEE RIVER BASIN

This line funds Laconia's share of the cost to operate the WRB system. These include operation and maintenance (O & M), Administrative, Capital Reserve (debt service), and Cost Recovery expenses that are divided among all member communities. The WRBP Administrator provides detailed breakdowns of all costs to representatives of member communities at each monthly meeting of the Advisory Board. WRBP payments in FY 22-23 are estimated at \$ 2,705,180: Operations & Maintenance - \$1,903,052, Administration - \$329,891, Capital Reserve/Recovery (i.e., Debt Service) - \$278,744, and Replacement or Cost Recovery Fund - \$196,695.

SEWER MAINTENANCE

This line funds all supplies, materials, vehicle and equipment costs, insurance, audit fees and legal fees required for operating the gravity sanitary sewer system. Funding requested for this line item is \$410,000, an increase of \$25,000 from the previous budget. Most of this line's costs are for meeting mandatory Federal NPDES permit requirements in particular its Capacity, Management, Operations

and Maintenance (CMOM) program requirements which are reported annually to EPA. The aging infrastructure is resulting in increased costs to remain compliant with the NPDES permit.

PUMP STATION MAINTENANCE

This line funds the cost of supplies, materials, and equipment the Division requires to operate and maintain its eighteen (18) stations. These items are used by the operators to maintain all stations not a particular station. The cost of maintaining our aging force mains has increased. Thus, we are requesting a \$20,000 increase in this line.

PUMPING STATIONS

These eighteen (18) lines fund the annual operating costs for each of the eighteen (18) pump stations. Costs include electricity, heating and generator fuel, equipment repair, replacement parts, painting, and general grounds maintenance as well as water supply costs. These costs reflect the minimum funding levels needed to keep these stations operating efficiently and effectively. The cost for the eighteen pumping stations decreased by \$4,950 compared to FY20-21. The decrease in costs is due to lower anticipated maintenance resulting from recent equipment replacement.

MISCELLANEOUS SEWER EXPENSE

This line funds operational sewer expenses for both pump stations and the collection system infrastructure. The line item is used for unanticipated repairs, cleaning, and lining.

METER READING UNITS

The Water Department is continuing its program to replace outdated and/or failed automated meter reading units (MXU's). The Sewer Division is responsible for half of the cost of this program, approximately \$6,000.

SEWER RATE STUDY

This line funds a periodic review of the sewer rate study first completed in 2018. Public Works completed a sewer rate model review in CY 2021.

	<u>18-19 BUDGET</u>	<u>19-20 BUDGET</u>	<u>20-21 BUDGET</u>	<u>21-22 BUDGET</u>	<u>22-23 BUDGET</u>
Rank					
Bond and Loan Payments **	5		\$190,000	\$186,000	\$0
Collection System Condition Assessment	10		\$100,000	\$150,000	\$150,000
Asset Management Program	17		\$50,000	\$100,000	\$100,000
Mater Plan Study and Task Orders	25				\$50,000
Gravity Sewer Replace	9		\$200,000	\$300,000	\$500,000
Hillcrest			\$20,000	\$150,000	
Black Brook Pump Station-Generator/Upgrades		\$50,000		\$150,000	
Chapin Terrace Pump Station Upgrade	24	\$55,000			\$75,000
Court St Sewer Upgrade		\$253,000			\$170,000
Edgewater Ave. Pump Station - Ventilation System					
Flow Measurement Equipment	22				\$50,000
Gravity Sewer Mains Upgrade	3	\$300,000	\$ 300,000	\$300,000	\$400,000
I & I (Infiltration & Inflow) Study & Elimination		\$50,000			
Keasor Court Pump Station Upgrades		\$10,000	\$ 200,000	\$70,000	
Hillcrest PS Upgrade	6				\$75,000
Lakeside Ave Sewer Pump Station - Total Upgrade		\$120,000			
Manhole Line sweep cleaning		\$90,000			
Langley Pump Station Equipment Upgrade				\$75,000	
Lawrence St Pump Station upgrade		\$120,000	\$ 200,000	\$75,000	
Mass Ave Pump Station Total Station Upgrade		\$120,000		\$225,000	
Mass Ave Pump Station Total Station Upgrade		\$120,000			
Paugus Pump Station Equipment Upgrade		\$130,000		\$50,000	
Pipelining and Gravity Program		\$100,000		\$150,000	\$600,000
Pipe and Manhole Lining Program	4				\$700,000
Pump Station Control/Data System		\$30,000			
Pump Station Building Improvements	1				\$35,000
Pump Station Debris Removal Equipment	23				\$70,000
Pump Station Odor Control	21				\$75,000
Rt 3/Townline PS Upgrade	14				\$125,000
Service Truck		\$90,000			
Shore Drive Pump Station		\$135,000	\$ 180,000		
Supervisory Control and Data Acquis Upgrade	13		\$ 20,000	\$35,000	\$35,000
Union Ave Sewer Upgrade		\$140,000			\$45,000
Vactor Dumping Station		\$ 10,000		\$550,000	\$100,000
Vactor Jet Rodder - Replacement		\$150,000	\$ 150,000		

TOTAL SSF CAPITAL OUTLAY**\$1,973,000****\$1,435,000****\$2,465,000****\$ 2,451,000****** Now budgeted in operating budget**

ACCOUNT DESCRIPTIONS - CAPITAL OUTLAY***BOND AND LOAN PAYMENTS - \$182,000.***

Making these payments using C.I.P. appropriations is the preferred method to using operational budget funds.

GRAVITY SEWER REPAIR/REPLACE - \$500,000.

This line funds repair and replacement of section of gravity sewer mains in various locations throughout the system. A significant amount of the system dates to the early 1900's. Most of the sewer main is 6-inch diameter vitrified clay pipe. While much of the system is in remarkably good condition, there are sections that have cracked and misaligned joints and line sags. Some of these problems have allowed roots to infiltrate the system which can obstruct flow and cause backups into the environment, homes, and businesses.

GRAVITY SEWER UPGRADE - \$500,000

This Gravity Sewer Upgrade CIP is new this year and provides funding for sewer upgrades in coordination with the DPW Road Program schedule, as well as upgrades needed to support new developments connecting into existing sewer mains. Upgrades are often needed in advance of road improvement projects due to age of infrastructure and risk of failure. Replacing and upgrading sewer mains in advance of road projects reduces the risk of pipe failure due to the heavy equipment operations and reduces the chances that new roads will need to be dug up to address sewer breaks. Also, some existing sewer mains must be improved before these mains can accept increased flows associated with new developments. This occurs when the pipe is inadequate due to age or has a history of failure. Many of the upgrades however are incorporated into the requirements for the developer/owner.

PIPE AND MANHOLE LINING PROGRAM - \$800,000.

This line funds trenchless rehabilitation of sewer pipe to recondition the pipe versus replacing sanitary sewer mains with open trench construction. Cost savings using trenchless pipe rehabilitation vs pipe replacement are significant. Pipe and manhole lining eliminate infiltration and saves money by lowering treatment costs. Extending the life cycle of the sewer mains saves money in emergency repair costs.

COLLECTION SYSTEM CONDITION ASSESSMENT - \$150,000

An engineering study determined that the sewer system has a significant amount of groundwater infiltration into the sewer system. Reducing the amount of ground water entering the system will reduce the City's treatment costs and lowers the burden on the regional system. Further investigation is necessary to identify the possible sources, develop a long range plan to minimize the problem and design the options with the best chance of minimizing the problem.

HILLCREST PUMP STATION UPGRADE - \$75,000

This station has close to a mile of force main pipe that pumps up 100' in elevation. The system was originally private. Neglect and bankruptcy forced the City to take over. When tuned perfectly the station can barely perform effectively. The improvements will also allow the station to be able to accept increased flows from a proposed development on New Hope Drive.

ROUTE 3 PUMP STATION UPGRADE - \$50,000

As the system ages improvements become necessary and the timely upgrade of equipment can prevent breakdown and service interruptions.

CHAPIN TERRACE PUMP STATION UPGRADE - \$75,000

Maintenance activities are extremely difficult due to constrained working conditions associated with the small enclosure. A consultant engineered modular building to protect the equipment, improve maintenance capabilities, and visual appearance.

SUPERVISORY CONTROL & DATA (SCADA) UPGRADE- \$45,000

This line would fund the upgrade of the system that monitors alarm and can control the station operation. The cost is split between construction and equipment. Additional funding to continue these upgrades would be \$35,000 for the next 2 years.

PUMP STATION ODOR CONTROL - \$75,000

Property owner adjacent to pump stations complain about offensive odors. Choosing the most feasible way to reduce odor problems at the lowest cost possible would begin the process. Future requests would involve implementing corrective actions.

PUMP STATION BUILDING IMPROVEMENTS - \$90,000

Various Pump Station building need repairs to roofs, interior walls, floors, HVAC upgrades and other components.

PUMP STATION DEBRIS REMOVAL EQUIPMENT - \$70,000

Removing grit and debris will reduce wet well maintenance cost and extend life of pumps. Another advantage is reduction of wear and tear on the WRBP equipment as well.

FLOW MEASUREMENT EQUIPMENT - \$50,000

The previous method of measurement does not effectively calculate flow totalization due to equipment and performance changes. We need to know how much sewage we collect and move through our pump stations. Justification reasoning includes verification of WRBP plant allocation and asset management.

ASSET MANAGEMENT PROGRAM - \$100,000.

An asset management system is a software tool used to manage the maintenance, value and history of the various components of sanitary sewer system. It is a key element of a succession plan ensuring that knowledge of the system is not lost when an employee leaves the city.

MASTER PLAN STUDY AND TASK ORDERS - \$50,000

As we make system improvements, decisions become more complicated on asset prioritization and upgrade planning. Engineering consultation is needed to help with task orders for Master Plan modifications.

SANITARY SEWER FUND - History

			16-17 ACTUAL	17-18 ACTUAL	18-19 ACTUAL	19-20 ACTUAL	20-21 ACTUAL
90 438 000 1000	SHORE DRIVE						
	Lights-Power		\$3,776	\$4,201	\$4,770	\$3,351	\$4,438
	Water-Sewer		\$120	\$120	\$123	\$126	\$136
	Supplies		<u>\$2,295</u>	<u>\$34,905</u>	<u>\$1,190</u>	\$2,829	<u>\$28,492</u>
	TOTAL SHORE DR.		\$6,191	\$39,226	\$6,083	\$6,306	\$33,066
90 439 000 1000	CHRISTMAS IS						
	Labor		\$0	\$0			
	Lights-Power		\$1,524	\$1,620	\$1,861	\$1,599	\$1,688
	Supplies		<u>\$2,094</u>	<u>\$1,581</u>	<u>\$429</u>	\$229	<u>\$1,489</u>
	TOTAL CHRISTMAS AVE		\$3,618	\$3,201	\$2,290	\$1,829	\$3,177
90 440 000 1000	HILLCREST DRIVE						
	Lights-Power		\$2,717	\$2,534	\$2,838	\$2,169	\$2,305
	Supplies		<u>\$3,430</u>	<u>\$5,064</u>	<u>\$3,816</u>	\$636	<u>\$1,312</u>
	TOTAL HILLCREST DR.		\$6,147	\$7,596	\$6,654	\$2,805	\$3,617
90 441 000 1000	EDGEWATER AVE.						
	Lights-Power		\$1,495	\$1,544	\$1,822	\$1,333	\$1,312
	Supplies		<u>\$2,093</u>	<u>\$268</u>	<u>\$98</u>	\$513	<u>\$2,168</u>
	TOTAL EDGEWATER		\$3,588	\$1,812	\$1,921	\$1,846	\$3,481
90 443 000 1000	MASS. AVE.						
	Lights-Power		\$1,714	\$1,915	\$2,282	\$2,001	\$2,162
	Water-Sewer		\$118	\$120	\$128	\$124	\$157
	Supplies		<u>\$549</u>	<u>\$1,128</u>	<u>\$9,002</u>	\$3,298	<u>\$3,714</u>
	TOTAL MASS. AVE.		\$2,381	\$3,163	\$11,411	\$5,423	\$6,034
90 444 000 1000	CHANNEL LANE						
	Lights-Power		\$235	\$210	\$301	\$273	\$273
	Supplies		<u>\$128</u>	<u>\$283</u>	<u>\$394</u>	\$617	<u>\$2,060</u>
	TOTAL CHANNEL LANE		\$363	\$493	\$695	\$890	\$2,333
90 445 000 1000	GOLD ST						
	Lights-Power		\$0	\$0	\$1,785	\$0	\$0
	Supplies		\$0	\$0	<u>\$2,500</u>	\$4,696	<u>\$1,316</u>
	TOTAL GOLD ST		\$0	\$0	\$4,285	\$4,696	\$1,316
90 446 000 1000	ENDICOTT ST						
	Lights-Power		\$1,082	\$879	\$1,207	\$1,064	\$1,367
	Supplies		<u>\$1,950</u>	<u>\$3,370</u>	<u>\$493</u>	\$3,194	<u>\$7,608</u>
	TOTAL ENDICOTT ST		\$3,032	\$4,249	\$1,700	\$4,258	\$8,975
90 447 000 1000	BRIARCREST						
	Lights-Power		\$1,377	\$1,436	\$2,264	\$1,956	\$2,108
	Water/Sewer		\$120	\$122	\$123	\$136	\$124
	Supplies		<u>\$2,591</u>	<u>\$428</u>	<u>\$1,215</u>	\$3,892	<u>\$3,232</u>
	TOTAL BRIARCREST		\$4,088	\$1,986	\$3,602	\$5,985	\$5,464
90-448-000-1000	ROLLERCOASTER RD						
	Lights-Power		\$2,518	\$2,810	\$2,767	\$2,541	\$2,263
	Supplies		<u>\$17,638</u>	<u>\$483</u>	<u>\$1,200</u>	\$6,166	<u>\$3,551</u>
	TOTAL ROLLERCOASTER RD		\$20,156	\$3,293	\$3,967	\$8,707	\$5,814
90 449 000 1000	CHAPIN TERRACE						
	Lights-Power		\$1,148	\$1,331	\$1,119	\$1,113	\$1,156
	Supplies		<u>\$7,995</u>	<u>\$953</u>	<u>\$2,370</u>	\$516	<u>\$418</u>
	TOTAL CHAPIN TERRACE		\$9,143	\$2,284	\$3,488	\$1,629	\$1,574
90 461 000 1000	EMPLOYEE BENEFITS						
	Social Security		\$27,534	\$22,413	\$25,224	\$31,196	\$37,384
	Health Insurance		\$37,723	\$34,113	\$37,252	\$152,764	\$164,172
	Retirement		\$147,134	\$144,777	\$165,515	\$42,465	\$54,033
	Training		<u>\$2,655</u>	<u>\$0</u>	<u>\$0</u>	\$3,789	<u>\$5,600</u>
	TOTAL EMP. BENEFITS		\$215,046	\$201,303	\$227,991	\$230,214	\$261,190
90 465 000 1000	RES/CONTINGENCY						
			\$0	\$129,548	\$0	\$0	\$86,727
	TOTAL SALARIES, OTHER		\$3,107,482	\$3,389,802	\$3,362,667	\$3,636,120	\$3,765,505

** FY18 figure includes \$123,000 for Court St.

SANITARY SEWER FUND - History

		<u>16-17</u> <u>ACTUAL</u>	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>
90 401 304 0000	CLERICAL, GF	\$19,000	\$25,743	\$28,994	\$30,422	\$25,780
90 403 214 0000	BILLING EXPENSE	\$123,952	\$184,477	\$140,578	\$139,863	\$162,243
90 407 304 0000	PLANT O&M	\$2,002,068	\$1,997,255	\$2,158,714	\$2,346,888	\$2,218,614
90 409 000 1000	SEWER MAINTENANCE					
	Labor	\$212,967	\$264,083	\$243,352	\$290,579	\$372,676
	Water-Sewer **	\$722	\$123,893	\$1,027	\$1,102	\$902
	Supplies	\$81,285	\$105,428	\$96,133	\$166,934	\$98,877
	Insurance	\$22,678	\$22,487	\$21,545	\$22,088	\$26,544
	Audit	\$200	\$840	\$1,005	\$4,482	\$4,457
	Clothing Allowance	\$3,927	\$4,822	\$1,403	-\$17	\$45
	Misc	\$12,941	\$66,556	\$1,937	\$5,021	\$3,390
	Sewer Cleaning & Maintenance	\$121,270	\$29,760	\$181,715	\$170,695	\$194,452
	Internal Service Fund	\$11,448	\$12,000	\$1,299	\$0	\$82,475
	Vehicle Use	\$56,954	\$22,350	\$14,702	\$13,224	\$10,404
	TOTAL SEWER MAINT.	\$524,392	\$652,219	\$564,118	\$674,107	\$794,222
90 421 000 1000	PUMP STA. MAINTENANCE					
	Labor	\$68,674	\$41,850	\$82,340	\$40,833	\$35,272
	Lights-Power	\$0	\$30	\$0	\$0	\$0
	Supplies	\$19,201	\$43,430	\$62,827	\$75,692	\$36,765
	Internal Service Fund	\$0	\$0	\$0	\$0	\$0
	Vehicle Use	\$3,105	\$3,865	\$3,375	\$0	\$0
	TOTAL P.S. MAINT.	\$90,980	\$89,175	\$148,542	\$116,524	\$72,037
PUMPING STATIONS:						
90 423 000 1000	KEASOR CT.					
	Lights-Power	\$2,578	\$2,106	\$2,167	\$1,786	\$2,296
	Water-Sewer	\$120	\$122	\$103	\$124	\$143
	Supplies, Misc	\$5,668	\$127	\$1,418	\$248	\$1,179
	Vehicle Use	\$0	\$0	\$0	\$0	\$0
	TOTAL KEASOR CT.	\$8,366	\$2,355	\$3,689	\$2,157	\$3,619
90 425 000 1000	LAWRENCE ST.					
	Lights-Power	\$2,273	\$2,116	\$2,437	\$1,830	\$3,485
	Water-Sewer	\$155	\$120	\$316	\$131	\$146
	Supplies	\$13,409	\$2,612	\$1,933	\$2,308	\$7,394
	TOTAL LAWRENCE ST.	\$15,837	\$4,848	\$4,686	\$4,269	\$11,025
90 426 000 1000	N MAIN STREET/OPECHEE					
	Lights-Power	\$3,166	\$3,353	\$3,741	\$2,862	\$3,787
	Water-Sewer	\$120	\$130	\$145	\$126	\$129
	Supplies	\$2,491	\$733	\$155	\$3,592	\$7,864
	TOTAL N MAIN ST	\$5,777	\$4,216	\$4,042	\$6,581	\$11,779
90 428 000 1000	BLACK BROOK/UNION AVE					
	Lights-Power	\$7,109	\$3,971	\$7,301	\$6,110	\$9,505
	Water-Sewer	\$122	\$132	\$125	\$126	\$131
	Supplies	\$2,537	\$2,856	\$5,533	\$2,607	\$4,438
	TOTAL BLACK BROOK	\$9,768	\$6,959	\$12,959	\$8,844	\$14,074
90 430 000 1000	LANGLEY COVE					
	Lights-Power	\$3,033	\$3,481	\$4,443	\$3,235	\$3,193
	Water-Sewer	\$162	\$120	\$123	\$126	\$139
	Supplies	\$13,351	\$2,705	\$2,311	\$3,973	\$7,986
	TOTAL LANGLEY COVE	\$16,546	\$6,306	\$6,876	\$7,335	\$11,318
90 434 000 1000	PAUGUS					
	Lights-Power	\$4,110	\$4,488	\$4,538	\$3,701	\$5,185
	Water-Sewer	\$152	\$124	\$123	\$124	\$141
	Supplies	\$9,464	\$4,213	\$7,182	\$14,981	\$7,248
	TOTAL PAUGUS	\$13,726	\$8,825	\$11,842	\$18,806	\$12,574
90 436 000 1000	LAKESIDE AVE/WEIRS					
	Lights-Power	\$2,202	\$2,324	\$3,207	\$2,026	\$2,348
	Water-Sewer	\$161	\$124	\$123	\$124	\$136
	Supplies	\$954	\$6,822	\$209	\$3,587	\$2,971
	TOTAL LAKESIDE	\$3,317	\$9,270	\$3,539	\$5,737	\$5,456

LACONIA WATER DEPT
OPERATING BUDGET - 2022-2023

	<u>2017-2018</u> <u>ACTUAL</u>	<u>2018-2019</u> <u>ACTUAL</u>	<u>2019-2020</u> <u>ACTUAL</u>	<u>2020-2021</u> <u>ACTUAL</u>	<u>2021-2022</u> <u>BUDGET</u>	<u>2022-2023</u> <u>DEPT</u> <u>REQUEST</u>
REVENUES						
Water Billing/Res & Com	\$2,057,606	\$2,302,513	\$2,408,982	\$2,578,730	\$ 2,420,600	\$2,450,500
Water Billing/Municipal	86,181	90,531	92,423	91,591	93,200	93,200
Fire Protection	75,237	75,547	76,108	77,017	78,000	78,000
Sewer Cost Allocations	133,547	130,588	130,754	135,571	130,000	135,000
Penalties	19,492	9,409	15,800	13,562	17,500	18,000
Labor Sold	35,860	33,042	39,008	33,422	35,000	35,000
Inventory Sold	13,717	4,262	11,655	11,090	10,000	12,000
Income From Meters	2,025	2,503	2,456	5,101	3,500	4,000
Equipment & Tool Rental	14,918	12,354	12,578	12,251	12,500	12,500
Sales of Sand, Gravel, etc.	3,466	532	347	446	500	500
Water Testing Income	19,515	21,368	20,904	13,620	21,000	16,000
Backflow Prevention Tests	48,850	47,060	42,000	51,730	50,000	55,000
TOTAL REVENUES	\$2,510,415	\$2,729,708	\$2,853,015	\$3,024,131	\$2,871,800	\$2,909,700
ADDITNL INCOME						
Interest on Sav	\$11,135	\$14,250	\$12,131	\$6,799	\$8,000	\$7,500
Misc Income	6,826	34,040	10,498	36,224	20,000	20,000
Bond Proceeds				1,800,000		
Misc Income-Medical Surplus Refund				15,713		
Funds Trans From Savings						250,000
Income Federal Refund Covid 19 Wages				1,641		
Funds Trans/SDC-CMA Bond 45.66/41.66	42,769	41,161	39,716	37,796	53,546	66,714
Construction Maint. Assessment	27,123	22,269	48,539	60,814	30,000	40,000
Acme Building Rent	4,000	8,000	2,400	2,400	6,000	6,000
Cell Tower Rent	7,825	8,722	8,984	10,099	9,200	11,000
State of NH Reimb Court St Bridge				41,389		
TOTAL ADDITIONAL	\$99,678	\$128,442	\$122,268	\$2,012,876	\$126,746	\$401,214
TOTAL INCOME	\$2,610,093	\$2,858,149	\$2,975,283	\$5,037,007	\$2,998,546	\$3,310,914

LACONIA WATER DEPT
OPERATING BUDGET 2022-2023

	<u>2017-2018</u> <u>ACTUAL</u>	<u>2018-2019</u> <u>ACTUAL</u>	<u>2019-2020</u> <u>ACTUAL</u>	<u>2020-2021</u> <u>ACTUAL</u>	<u>2021-2022</u> <u>BUDGET</u>	<u>2022-2023</u> <u>DEPT</u> <u>REQUEST</u>
EXPENSES						
Regular Salaries	\$782,765	\$797,384	815,416	\$876,194	\$ 1,032,500	\$1,081,041
Holidays	37,288	38,844	38,107	41,601		
Vacations	73,492	73,105	68,967	70,643		
Sick/Hurt	15,682	24,628	53,073	18,436		
Total Regular Salaries	909,227	933,961	975,562	1,006,874	1,032,500	1,081,041
Sick Time Liability	18,604		17,643			11,059
Over Time	43,581	44,063	40,274	38,581	45,000	45,000
Longevity	1,890	1,980	1,470	1,350	1,470	1,260
TOTAL SALARIES	\$973,302	\$980,004	\$1,034,949	\$1,046,805	\$1,078,970	\$1,138,360
Production Expenses						
Water Testing	\$10,862	\$8,407	13,388	\$7,104	\$9,000	\$12,000
Well Head Protection Mailing	454			487		
Equipment Maint Lakeport	705	1,468	1672	7	1,100	1,100
Equipment Maint Long Bay Station				0	200	200
Equipment Maint Briarcrest		395		3,580	750	750
Equipment Maint Treatment Plant	4,504	1,801	2,119	3,076	7,200	7,000
Equipment Maint Evergreens Stat	434	545		2,422	1,000	1,000
Equipment Maint Endicott Stat	456	430	315	496	1,100	1,100
Equipment Maint Lighthouse Stat	1,075	145	183	125	700	700
Route 3 Pit (Funspot)				0	500	500
Equipment Maint Weirs Station	202	194		1,856	500	500
Purif Equip Maint Treatment Plant	1,529	1,728	2,947	2,206	5,000	3,000
Purif Equip Maint Longbay	378	503	676	647	850	1,100
Purif Equip Maint Briarcrest	1,897	503	676	574	850	1,100
Purif Equip Maint Evergreens				0	200	200
Purif Equip Maint Endicott Stat	536	503	956	574	850	1,100
Purif Equip Maint Lighthouse Stat	536	503	676	531	850	1,100
Purif Equip Maint Weirs	497	503	956	531	850	1,100
Laboratory	14,946	15,537	18,299	16,174	23,000	20,000
Long Bay Station Maint			43	6	200	200
Briarcrest Station Maint	124	5	46	65	200	750
Treatment Plant Maint	5,818	6,209	7,468	8,565	8,000	7,500
Evergreens Pump Station	8	5	23	65	150	150
Endicott Pump Station	182	188	590	4	350	350
Lighthouse Pump Stat	30	5	15	22	200	200
Weirs Booster Stat Maint	400	201	285	212	400	200
Tank Maint Lakeport	3,495	9		0	5,000	100
Tank Maint Long Bay			28	21	100	100
Tank Maint Briarcrest		8		0	100	6,000
Tank Maint Lighthouse				0	100	100
Tank Maint Weirs/Endicott tanks	3495	37		0	100	6,500
Power - Lakeport	94,009	98,209	101,104	115,146	110,000	110,000
Power - Treatment Plant	33,162	35,548	36,879	41,794	40,000	40,000
Power - Long Bay	539	603	566	486	900	900
Power- Briarcrest	14,014	14,148	16,367	16,459	18,000	18,000
Power-Evergreens Station	2,195	2,812	2,426	3,191	3,000	3,500
Power-Endicott Station	8,952	8,563	9,124	10,140	10,000	11,000
Power- Lighthouse Station	3,217	2,174	2,776	2,726	3,000	3,000
Power - Weirs Booster Stat	7,681	7,665	7,697	8,908	9,000	9,000
Power-Rte 3 Rollercoaster Rd Pit	241	279	343	324	400	400
Heat - Treatment Plant	17,390	24,740	19,231	15,020	24,750	20,000
Heat-Evergreens Station	83	1,364	399	1,540	1,500	1,500
Heat-Endicott Station	977	378	754	761	1,000	1,000
Heat -Weirs Booster Stat	721	324	363	412	1,000	0
Sewer Dischg TP	15,837	20,511	20,269	24,739	22,500	18,000
Supplies-Water Production	35,687	36,879	38,661	39,041	50,000	45,000
Treatmnt Plnt Office Mach	240	240	240	240	300	300
Treatmnt Plnt Office Sup	784	636	490	299	850	850
Vehicle Maint/Water Prod	2,858	2,660	3,068	2,284	4,850	5,000
CCR Program	595	610	625	849	750	750
Scada Maintenance	2,437	7,523	8,228	8,770	10,000	12,500
Total Prod Exp	\$294,183	\$305,700	\$320,970	\$342,480	\$381,200	\$376,400

LACONIA WATER DEPT
OPERATING BUDGET - 2022-2023

	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>DEPT REQUEST</u>
<i>Distribution Expense</i>						
Maint Gen Struc	\$7,708	\$12,444	\$9,804	\$11,738	11,000	\$11,000
Maint of Maintenance Building	6,656	8,736	6,095	7,345	10,000	9,000
Maint of Mains	45,570	26,372	42,131	33,537	50,000	50,000
Maint of Services	4,439	2,413	6,564	5,474	6,000	6,000
Maint of Hydrant	1,666	2,163	4,452	4,588	5,000	5,000
Maint of Meters	4,839	5,162	1,015	2,266	2,500	2,000
Maint of Tools	8,987	2,734	6,323	7,386	9,000	9,000
Backflow Prevention Prog	2,135	1,416	2,689	1,850	3,000	3,000
Sand.Grvl.Salt	1,265	(473)	644	3,790	1,000	1,000
TOTAL DIST EXP	\$83,265	\$60,966	\$79,716	\$77,973	\$97,500	\$96,000
<i>Billing Expense</i>						
Billing Expenses	\$18,213	\$18,595	\$18,410	\$19,793	\$21,000	\$21,500
Meter Reading	2,697	3,494	4,068	3,461	5,000	5,000
Office Supplies	1,271	2,000	1,515	1,807	2,000	2,000
TOTAL BILL EXP	\$22,181	\$24,089	\$23,993	\$25,061	\$28,000	\$28,500
<i>OTHER EXPENSES</i>						
P/R Taxes - SS	\$72,963	\$80,439	\$78,822	\$79,265	\$83,000	\$89,300
Unemployment Taxes	500	500	500	500	500	500
Medical Insurance	303,226	296,938	293,800	305,793	371,000	352,000
Wages-Health Buyout	7,965	4,058	4,257	4,295	\$ 4,700	4,800
Medical Surplus Refund				2,647		
Other Post Employment Benefits	2,264	0		0	0	0
Retirement	107,065	115,257	112,888	114,242	151,200	163,000
Telephone	5,864	5,640	5,849	6,325	7,000	7,000
Postage	2,385	2,111	2,068	2,346	2,900	2,900
Insurances	54,622	52,186	48,559	47,914	51,000	50,600
Consulting Fees		4,140		0	5,000	5,000
Audit Expense	10,500	11,000	11,770	12,000	13,000	13,000
Computer Support	12,214	11,521	11,367	13,375	20,000	20,000
Meetings	157	92	123	0	250	250
Education	3,167	3,555	1,618	6,548	4,000	4,500
Bad Debts	1,461			0	1,000	1,000
Attorneys Fees	15,571	483	606	0	2,000	2,000
Other Expenses/Misc	9,192	9,038	13,511	6,580	10,000	10,000
Purchases Discounts	(909)	(921)	(1,036)	(877)	(900)	(900)
Maint OFC Equip	1,953	2,230	1,959	1,248	2,600	2,600
Reserve/Contingency Fund				0	40,000	40,000
TOTAL OTHER EXP	\$610,161	\$598,266	\$586,659	\$602,200	\$768,250	\$767,550

LACONIA WATER DEPT
OPERATING BUDGET - 2022-2023

	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>DEPT REQUEST</u>
<i>Other Charges</i>						
Maint of Houses	\$1,322	\$530	\$864	\$1,915	\$2,000	\$2,000
Depreciation	802,307	820,574	850,962	842,912	809,164	836,952
Interest on Bonds	36,353	32,064	28,210	23,575	63,813	51,600
Acme Building Maint	1,515	146	1,126	2,501	4,300	4,300
Loader Maintenance	2,015	3,313	1,532	1,010	1,500	1,500
Excavator Maint	2,726	2,984	3,909	3,180	5,000	5,000
Backhoe Maint	491	560	776	493	1,500	1,500
Vehicles Maint	14,285	13,986	14,899	15,949	18,000	18,000
Dump Trucks	2,477	2,394	3,386	3,399	4,000	5,000
Overhead Const	(26,358)	(32,460)	(23,138)	(30,959)	(20,000)	(25,000)
TOTAL OTHER CHG	\$837,132	\$844,091	\$882,526	\$863,977	\$889,277	\$900,852
LESS LABOR/CAPITAL IMPROV	(29,844)	(74,000)	(51,676)	(90,063)	(30,000)	-
LESS LABOR/CAP RES PROJ	(11,201)	(31,020)	(29,955)	(5,388)		
TOTAL EXPENSES	\$2,779,179	\$2,708,096	\$2,847,182	\$2,863,046	\$3,213,197	\$3,307,662
NET INCOME/LOSS	(169,086)	150,053	128,101	2,173,961	(214,651)	3,252
DEPRECIATION	802,307	820,574	850,962	842,912	809,164	836,952
UNEXPENDED FUND	69,309	246,738	66162	432,466	506,372	
FUNDS TRANSFERRED FROM CAP RESERVE	731,286	190,524	116,662			
BOND PROCEEDS					1,368,590	
TOTALS	\$1,433,815	\$1,407,887	1,161,887	\$3,449,340	\$2,469,475	\$840,204
CARRY OVERS	69,309	246,736	66,162	432,466	506,372	
CAPITAL BUDGET	253,891	412,438	148,167	225,659	459,500	708,000
BOND PROCEEDS PROJECTS				431,410	1,368,590	
PAYMENT-BONDS	75,000	75,000	75,000	75,000	134,246	131,974
FUNDS TRANSFERRED TO CAP RES #1	512,000	210,000				
CAPITAL RESERVE FUND PROJECTS	706,958	235,882	116,662	2,838		
TOTALS	\$1,617,159	\$1,180,056	\$405,991	\$1,167,374	\$2,468,708	\$839,974
BALANCE/CAPITAL IMP FUND	-\$183,343	\$227,831	755,896	\$2,281,966	\$767	\$230

LACONIA WATER WORKS
FY 2022/2023 BUDGET

SALARIES

NO. OF EMP	TITLE	GRADE	STEP	Weeks	# Hours Worked			Annually
					Hourly	Weekly		
1	Superintendent*	25	2	52	40	43.40	1,736.00	\$94,366.54
1	Water Quality Supervisor*	17	6	52	40	37.08	1,483.20	\$77,487.31
1	Controller/Office Mgr*	17	5	52	40	37.08	1,483.20	\$77,126.40
1	Chief TP Operator	15	Max	52	40	32.97	1,318.80	\$68,578.22
1	Foreman	15	Max	52	40	32.97	1,318.80	\$68,578.22
1	Project Manager*	15	4	52	40	30.76	1,230.40	\$64,786.18
1	Lab Mgr/TP Oper*	13	5	52	40	28.92	1,156.80	\$61,127.62
1	Billing/Tech Sup. Clerk	12	Max	52	40	28.45	1,138.00	\$59,173.09
1	Equip. Operator	Equip 4	Max	52	40	27.99	1,119.60	\$58,209.01
1	Equip. Operator*	Equip 4	5	52	40	26.36	1,054.40	\$55,102.53
1	Mech/Equip Oper. *	Equip 4	3	52	40	24.73	989.20	\$52,606.63
1	Administrative Asst.	9	Max	52	40	25.28	1,011.20	\$52,574.50
1	TP Operator I*	9	Max	52	40	25.28	1,011.20	\$52,574.50
1	TP Operator I*	9	6	52	40	24.41	976.40	\$51,007.25
1	Customer Serv. Rep.*	6	Max	52	40	21.60	864.00	\$44,926.13
1	Laborer/Truck Driver	3	Max	52	40	23.91	956.40	\$49,725.10
1	Laborer/Truck Driver*	3	3	52	40	21.14	845.60	\$44,758.03
1	Maintenance/Laborer*	3	2	52	40	20.23	809.20	\$43,656.76
3	Water Commissioner				200.00/Qtr.		800.00/Yr.	\$ 2,400.00
TOTAL WATER WORKS								\$1,080,764.01

*Above pay rates include possible merit(step) increase

LACONIA WATER DEPT ACTIVITIES:

- Maintain the City-wide network of water lines. Maintain 627 hydrants, 6862 meters, and 1579 main gates.
- Operate and maintain the Water Treatment Plant, 7 Booster Stations and 6 Water Storage Tanks.
- Performs all Water and Sewer Billing for 6817 water and 6333 sewer accounts quarterly.
- Provides customer service to all Water & Sewer Customers.
- Processes accounts payable and payroll.
- Processes miscellaneous a/r billing and backflow billing.
- Performs all accounting functions including all reports for audit.

2022-2023 OBJECTIVES:

- Provide the Ratepayers with the best quality of water within EPA Regulations at the lowest possible rates while providing adequate Fire Protection.
- Continue to upgrade the older water mains in the distribution system.
- Continue to update GIS Distribution System Mapping
- Update and Repair Brick Buildings at Union Avenue Property

LACONIA WATER WORKS
ACCOUNT DESCRIPTIONS
FY 2022/2023 BUDGET

WATER TESTING

This line funds the cost of compliance testing. This line increased due to the Unregulated Contaminants Monitoring Rule (UCMR) testing.

EQUIPMENT MAINT LAKEPORT

This line funds materials for maintaining the pumps, valves, and related equipment at the base station at 988 Union Avenue. Level Funded.

EQUIPMENT MAINT LONG BAY STATION

This line funds materials for maintaining the pumps, valves, and related equipment at the Long Bay Station that was installed with the Long Bay Tank Renovation. Level Funded.

EQUIPMENT MAINT BRIARCREST

This line funds materials for maintaining the pumps, valves, and related equipment at the Briarcrest Station. Level Funded.

EQUIPMENT MAINT TREATMENT PLANT

This line funds materials for maintaining the pumps, valves, and related equipment at the Water Treatment Facility. As well as an actuator valve service. The decrease is due to less anticipated expenses,

EQUIPMENT MAINT EVERGREENS STATION

This line funds the maintenance of the pumps, valves, and related equipment at the Evergreens Station. Level Funded.

EQUIPMENT MAINT ENDICOTT STATION

This line funds materials for maintaining the pumps, valves, and related equipment at the Endicott Pump Station. Level Funded.

EQUIPMENT MAINT LIGHTHOUSE STATION

This line funds materials for maintaining the pumps, valves, and related equipment at the Lighthouse Pump Station. Level Funded.

ROUTE 3 PIT (FUNSPOT)

This line funds maintaining the Pressure Reducing Valves in the Route 3 pit. Level Funded.

EQUIPMENT MAINT WEIRS

This line funds the materials for maintaining the pumps, valves, and related equipment at the Weirs Booster Station. Level Funded.

PURIF EQUIP MAINT – TREATMENT PLANT This line funds spare parts for chemical pumps. The decrease is due to replacement of chemical pumps in previous year.

PURIF EQUIP MAINT – LONG BAY

This line funds the maintenance of the purification equipment at the Long Bay Tank and spare parts for chemical pumps. The increase in this line item is due to increase cost for CL17 reagents.

PURIF EQUIP MAINT - BRIARCREST

This line funds the maintenance of the purification equipment at the Briarcrest station. The increase in this line item is due to increase cost for CL17 reagents.

PURIF EQUIP MAINT – EVERGREENS STATION

This line funds the maintenance of the purification equipment at the Evergreen's Booster Station. Level funded.

PURIF EQUIP MAINT – ENDICOTT STATION

This line funds the maintenance of the purification equipment at the Endicott Booster Station. The increase is due to an increased cost for CL17 reagents.

PURIF EQUIP MAINT – LIGHTHOUSE STATION

This line funds the maintenance of the purification equipment at the Lighthouse Booster Station. The increase is due to an increased cost for CL17 reagents.

PURIF EQUIP MAINT – WEIRS STATION

This line funds the maintenance of the purification equipment at the Weirs Booster Station. The increase is due to an increased cost for CL17 reagents.

LABORATORY

This line funds the supplies allocated for operating the Laboratory at the Water Treatment Plant both for meeting the necessary requirements of the State of New Hampshire and the private water testing. The decrease is due to an anticipated decrease in number of outside tests that will be run.

LONG BAY STATION MAINT

This line funds the supplies allocated for maintaining the Long Bay Station that was installed when the Long Bay Tank renovation was done. Level Funded.

BRIARCREST STATION MAINT

This line funds the supplies allocated for maintaining the Briarcrest Station. The increase is due to site work that is scheduled to be done.

TREATMENT PLANT MAINT

This line funds the supplies allocated for maintaining the Treatment Plant Building. These include cleaning materials, paint and supplies, miscellaneous supplies, fire extinguisher service, boiler service, service contracts and tools. The decrease is due an anticipated decrease for these items.

EVERGREENS PUMP STATION MAINTENANCE

This line funds the supplies allocated for maintaining the Evergreens Pump Station. Level Funded.

ENDICOTT PUMP STATION MAINT

This line funds the supplies allocated for maintaining the Endicott Station. Level Funded.

LIGHTHOUSE PUMP STATION MAINT

This line funds the supplies allocated for maintaining the Lighthouse Pump Station. Level Funded.

WEIRS BOOSTER STATION MAINT

This line funds the supplies allocated for maintaining the Weirs Booster Station Maintenance. The decrease is due an anticipated decrease for these items.

TANK MAINT – LAKEPORT

This line funds the supplies for maintaining the Lakeport Tanks. The decrease is due removal of the cost for cleaning of the tanks.

TANK MAINT - LONG BAY

This line funds the supplies for maintaining the Long Bay Tank. Level funded.

TANK MAINT - BRIARCREST

This line funds the supplies for maintaining the Briarcrest Tank. The increase is due to Anode replacement.

TANK MAINT LIGHTHOUSE

This line funds the supplies for maintaining the Lighthouse Tank. Level funded.

TANK MAINT/WEIRS – ENDICOTT TANKS

This line funds the supplies for maintaining the Weirs Tanks. The increase is for cleaning the tank.

POWER - LAKEPORT

This line funds the power bill for the base station located at 988 Union Avenue, which includes the electrical cost of pumping the water from the lake to the water treatment plant as well as the power used in the office. Level funded.

POWER - TREATMENT PLANT

This line funds the power bill for the Water Treatment Plant and the maintenance building including the fuel for the running of the emergency generator. Level Funded

POWER - LONG BAY

This line funds the cost of power for the Long Bay Tank and Station. Level Funded.

POWER - BRIARCREST

This line funds the power bill for the Briarcrest Tank and the Briarcrest Pumping Station. Level Funded.

POWER – EVERGREENS STATION

This line funds the cost of power for the Evergreens Pump Station. The increase is due to an anticipated increase in the cost.

POWER – ENDICOTT STATION

This line item funds the cost of power for the Endicott Station. The increase is due to an anticipated increase in the cost.

POWER – LIGHTHOUSE STATION

This line item funds the cost of power for the Lighthouse pump station. Level Funded.

POWER - WEIRS BOOSTER STATION

This line funds the cost of power and heat for the Weirs Booster Station. Level Funded.

POWER – RTE 3 ROLLERCOASTER RD PIT

This line funds the cost of power for the Rt. 3/Rollercoaster Road pit. Level Funded.

HEAT - TREATMENT PLANT

This line funds the amount for heating the treatment plant facility. The decrease is due to an anticipated decrease in costs because of the new HVAC system.

HEAT – EVERGREENS STATION

This line funds the cost of heating the Evergreens Booster Station. Level Funded.

HEAT – ENDICOTT STATION

This line funds the cost of heating the Endicott Booster Station. Level Funded.

HEAT - WEIRS BOOSTER STATION

This line funds the cost of heating the Weirs Booster Station. This item is being removed as the Weirs Booster Station has an electric heating system and is included in the power line item.

SEWER DISCHG TP

This line funds the amount that is paid to the City of Laconia Sewer Department for the Backwash flow that is discharged into the sewer system from the water treatment plant, also the cost of the Industrial Discharge permit. The decrease is due to an anticipated decrease in the amount of backwash flow that is discharged into the sewer system after completion of the clarifier enhancement project.

SUPPLIES - WATER PRODUCTION/CHEMICALS

This line funds the amount for the purchase of chemicals to treat the water from Paugus Bay before distribution into the water system. The decrease is due to an anticipated decrease in the amount of chemicals used.

TREATMENT PLANT OFFICE MACHINES

This line funds the amount for the charges to maintain the office machines at the treatment plant. Level Funded.

TREATMENT PLANT OFFICE SUPPLIES

This line funds the amount for the purchasing of office supplies for the treatment plant. Level Funded.

VEHICLE MAINTENANCE/WATER PRODUCTION

This line funds the amount for the maintenance and fuel for the three trucks used by the treatment plant personnel for the checking of the pumping stations and grounds maintenance. The increase is due to an anticipated increase in fuel costs.

CONSUMER CONFIDENCE REPORT

This line funds the amount for the mandated Consumer Confidence Report Program, including the printing of the brochure and the postage to send them out. Level Funded.

SCADA MAINTENANCE

This line funds the anticipated costs for spare equipment, replacement parts, and service for the SCADA system. The increase is due to increased calls for repairs.

MAINT GENERAL STRUCTURES

This line funds the materials for maintaining the structures located at 988 Union Avenue as well as the sewer and heat costs for this location. Level Funded.

MAINT MAINTENANCE BUILDING

This line funds the materials for maintaining the structure located at 117B Stark Street as well as the heating costs for this location. The decrease is based on an anticipated decrease in costs.

MAINT OF MAINS

This line funds the materials for repairing any water main breaks. This also includes any materials used for preventative maintenance on the water distribution system mains such as the gate run and the marking of mains. Level Funded.

MAINT OF SERVICES

This line funds the materials for marking water services as well as service repairs that are not reimbursable by the customer. This also covers the repairs to service boxes in the City's right-of-way that get damaged by city plows. Level Funded.

MAINT OF HYDRANT

This line funds the materials for repairing hydrants as well as any preventative maintenance such as the hydrant run. Level Funded.

MAINT OF METERS

This line funds the materials for changing, recalibrating, repairing, and sealing water meters. The decrease is due to an anticipated decrease in supplies to maintain meters.

MAINT OF TOOLS

This line represents the materials for maintenance of all tools including the purchase of small items and the preventative maintenance done on items such as the air compressor, saws, compactor, pumps, etc. Level Funded.

BACKFLOW PREVENTION PROG

This line funds the supplies for the Cross-Connection Control Testing Program that is performed by Water Works employees twice per year and billed to the customer, including the cost of the bills, and the postage. Level Funded.

SAND, GRVL, SALT

This line funds the cost of sand and salt for maintaining plowed areas during the winter season. Level Funded.

BILLING EXPENSES

This line funds the supplies and postage costs for the billing of water and sewer accounts. The increase is due to an anticipated increase in postage costs.

METER READING

This line funds the costs for the postage for the meter reading tickets being mailed out and returned from customers. This line includes the cost of the meter reading tickets. This also covers the support cost for the meter-reading software module. Level Funded.

OFFICE SUPPLIES

This line funds the amount for the supplies used in general office procedures excluding those items that are specifically purchased for Water & Sewer Billing. Level Funded.

P/R TAXES - SS

This line funds the Water Works portion for Medicare (1.45%) and Social Security (6.20%) expenses paid on behalf of the employees. The increase is based on increased wages.

UNEMPLOYMENT TAXES

This line funds the unemployment tax paid to the NHMA Unemployment Compensation Trust based on the first \$14,000 of the employees' wages times the contribution rate. The minimum amount that is charged for unemployment per year is \$500.00. Level funded.

MEDICAL INSURANCE

This line funds the cost for Health Insurance for 17 full time Water Works employees. The decrease is due to anticipated changes in type of coverage for some employees.

WAGES-HEALTH BUYOUT

This line item funds the payment to employees who do not currently use the water department's medical insurance. The increased is based on the increase of the premium.

RETIREMENT LWW

This line funds the Water Works portion for retirement paid on behalf of the employees. The increase is due to an increase in wages.

TELEPHONE/COMMUNICATIONS

This line funds the telephone lines, cell phones, and internet communication for the water department's tablets and laptops as well as any maintenance on the telephone system. Level Funded.

POSTAGE

This line funds all general office postage, excluding postage for Water & Sewer Billing. This also covers rental of the postage meter, and the fee for the post office box. Level Funded.

INSURANCES

This line funds the Property, Liability, Workers Compensation and Public Officials Liability Insurance. This decrease is due to an anticipated decrease in costs.

CONSULTING FEES

This line funds Engineering Services. Level funded.

AUDIT EXPENSE

This line funds the Cost for the Water Works audit and is based on a contract with our auditors. Level Funded.

COMPUTER SUPPORT

This line funds the anticipated cost for the billable hours by the City's IT Department. This also covers the fees for software and database support as well as the cost for miscellaneous software/hardware issues and internet access. Level Funded.

MEETINGS

This line funds attending meetings such as American Water Works Association. Level Funded.

EDUCATION

This line funds the cost for personnel to attend required workshops and classes to obtain the necessary contact hours to maintain licenses for distribution and treatment. This will also cover the cost of educational seminars that may be attended. The increase is due to increase in number of classes being attended.

BAD DEBTS

This line funds an allowance for unpaid account receivables. Level Funded.

ATTORNEY'S FEES

This line funds the fees to the Water Works attorney for legal opinions as well as any legal matter that may arise. Level Funded.

OTHER EXPENSES/MISC

This line funds the miscellaneous expenses which include bank service fees, paging service fees, association dues, advertising, drug and alcohol testing, insurance deductibles and miscellaneous fees. Level Funded.

PURCHASES DISCOUNTS

This line represents the number of discounts that will be received by paying invoices prior to the 30-day net. Level Funded.

MAINT OFFICE EQUIP

This line funds the annual maintenance to all office equipment excluding the computer system. Level Funded.

RESERVE FOR CONTINGENCY

This line funds the amount to cover unexpected necessary expenses. Level Funded.

MAINT OF HOUSES

This line funds the materials and repairs on the two houses which are occupied by two of the Treatment Plant personnel as part of their job requirement to offer 24-hour coverage. Level Funded.

DEPRECIATION

This line funds the amount to cover the depreciation on fixed assets. This is an estimated amount based on the scheduled work to be performed in 2018/2019. The increase is due to items being added to the fixed assets schedule.

INTEREST ON BONDS

This line funds the amount that the Water Works will pay for the interest portion of the Water Tank and the Lakeport Project Bonds during the fiscal year. The decrease is due to the revised amount on the new bond.

ACME BUILDING MAINT

This line funds the amount that the Water Works will pay for the taxes on the front portion of the Acme Building, and it will cover maintenance costs for this building. Level Funded.

LOADER MAINTENANCE

This line funds the repairs and the cost of diesel for the Loader. Level Funded.

EXCAVATOR MAINTENANCE

This line funds the cost of diesel and the materials for the maintenance of the Volvo Excavator. Level Funded.

BACKHOE MAINT

This line funds the repairs, maintenance, and the cost of diesel for the Caterpillar Backhoe. Level Funded.

VEHICLE MAINT

This line funds the repairs, maintenance, and the cost of gasoline for all vehicles excluding the heavy equipment, and the treatment plant trucks. Level Funded.

DUMP TRUCKS MAINTENANCE

This line funds the repairs, maintenance, and the cost of diesel for two dump trucks. The increase is due to anticipated increases in costs.

OVERHEAD CONSTRUCTION

This line represents the amount that we bill ourselves for the usage of our equipment on Water Department jobs. The increase is due to anticipated increase in our own usage of our equipment.

PAYMENT-BONDS This line funds the amount that the Water Department will pay on the principal for the New Water Tank and the Lakeport Project Bonds. The decrease is due to the revised bond payment schedule.

LACONIA WATER DEPT
CAPITAL BUDGET 2022-2023

<u>CARRY OVER PROJECT:</u>	BUDGET 2023
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2022/2023 Purchases

Pump/Motor Replacement & Upgrade Program	25,000
Distribution System Upgrades	20,000
Meter Reading System Upgrade	10,000
Computers/Software	10,000
Meter System Upgrade	15,000
SCADA System Upgrade	10,000
Weirs Pump Station Building Rehab	18,000
Treatment Plant Truck	45,000
Union Avenue Building Repairs	100,000
Security Upgrades	25,000
Treatment Plant Garage Door Replacement	10,000
Clarifier Rehab	10,000
Rate Study	25,000
Long Bay Tank Mixer	75,000
Furnaces at Base	10,000
TOTAL PURCHASES	\$408,000

PROJECTS - 2022/2023

Summer St Relay (Union to Highland) 1300' of 8" DI	180,000
Franklin St (Fairmont to School) 700' of 8" DI	100,000
Bowman St (Clay to Academy) 250' of 2" HDPE	20,000
	\$300,000

TOTAL PROJECTS 2022/2023

TOTAL PURCHASES & PROJECTS	\$708,000
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INTERNAL SERVICE FUNDS

Fund 92 – Vehicle Repair

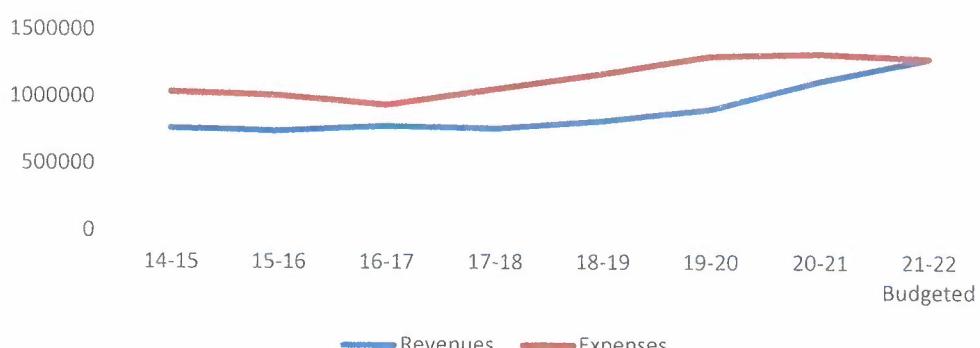
Fund 93 – Vehicle Replacement

ISF SUMMARY

	21-22 Budget	22-23		
	Vehicle Repair and Replacement	Fund 92 Vehicle Repair	Fund 93 Vehicle Replacement	Total Vehicle Repair and Replacement
EMS	\$112,100	\$51,078	\$81,876	\$132,954
Administration	\$0	\$0	\$0	\$0
Finance	\$500	\$0	\$1,000	\$1,000
Licensing	\$500	\$0	\$1,000	\$1,000
Planning	\$500	\$0	\$1,000	\$1,000
Code	\$3,400	\$2,891	\$1,000	\$3,891
Assessing	\$500	\$897	\$1,000	\$1,897
Records	\$500	\$0	\$1,000	\$1,000
Elections	\$500	\$0	\$1,000	\$1,000
Police	\$222,629	\$87,293	\$164,049	\$251,342
Fire	\$238,831	\$145,066	\$120,433	\$265,499
Motorcycle Week	\$500	\$0	\$1,000	\$1,000
Welfare	\$500	\$0	\$1,000	\$1,000
Recreation & Facilities	\$70,691	\$51,163	\$31,262	\$82,425
PW-Solid Waste	\$500	\$0	\$1,000	\$1,000
Public Works	\$421,715	\$390,318	\$120,077	\$510,395
SSF	\$95,819	\$69,991	\$0	\$69,991
POLICE DETAIL	\$22,500	\$24,000	\$75,000	\$99,000
Other & Bond Proceeds	\$100,403	\$0	\$0	\$0
Total	\$1,292,588	\$822,698	\$602,697	\$1,425,394
Expenses	\$1,292,588	\$819,750	\$602,697	\$1,422,447
Net	\$0	\$2,948	\$0	\$2,947

Fund 92 Breakdown	
Repairs	\$607,750
Fuel	\$212,000
Total	\$819,750

Revenue and Expense Summary



		Repair & Replacement				21-22 BUDGET	22-23 DEPT REQ	22-23 MANAGER	22-23 COUNCIL
		17-18 ACTUAL	18-19 ACTUAL	19-20 ACTUAL	20-21 ACTUAL				
		REVENUES							
92-301-001-0091	Emergency Ambulance Service	-	100,000	25,000	29,868	\$ 37,100	\$ 51,078	\$ 51,078	\$ 51,078
92-301-001-0401	Administration	-	-	-	-	\$ -	\$ -	\$ -	\$ -
92-301-001-0403	Finance	180	668	-	-	\$ -	\$ -	\$ -	\$ -
92-301-001-0404	Licensing	360	363	-	-	\$ -	\$ -	\$ -	\$ -
92-301-001-0405	Planning	295	740	-	-	\$ -	\$ -	\$ -	\$ -
92-301-001-0407	Code	1,193	585	-	2,352	\$ 2,900	\$ 2,891	\$ 2,891	\$ 2,891
92-301-001-0411	Assessing	4,893	7,625	-	-	\$ -	\$ 897	\$ 897	\$ 897
92-301-001-0415	Records	225	90	-	-	\$ -	\$ -	\$ -	\$ -
92-301-001-0417	Elections	-	-	-	-	\$ -	\$ -	\$ -	\$ -
92-301-001-0437	Police	195,424	204,000	105,000	81,911	\$ 82,600	\$ 87,293	\$ 87,293	\$ 87,293
92-301-001-0445	Fire	190,488	195,000	117,000	127,330	\$ 120,600	\$ 145,066	\$ 145,066	\$ 145,066
92-301-001-0448	Motorcycle Week	234	-	-	-	\$ -	\$ -	\$ -	\$ -
92-301-001-0477	Welfare	145	78	-	-	\$ -	\$ -	\$ -	\$ -
92-301-001-0479	Recreation & Facilities	56,718	66,116	28,000	45,307	\$ 45,200	\$ 51,163	\$ 51,163	\$ 51,163
92-301-001-0493	PW-Solid Waste	1,928	1,719	75,000	-	\$ -	\$ -	\$ -	\$ -
92-301-001-0500	Public Works	234,112	198,536	-	318,702	\$ 318,000	\$ 390,318	\$ 390,318	\$ 390,318
92-301-001-0900	SSF	39,320	18,537	13,224	82,475	\$ 80,300	\$ 69,991	\$ 69,991	\$ 69,991
92-301-001-0960	POLICE DETAIL	-	22,950	-	50	\$ 22,500	\$ 24,000	\$ 24,000	\$ 24,000
92-301-001-9999	Other & Bond Proceeds	41,900	8,875	-	950,000	\$ -	\$ -	\$ -	\$ -
	TOTAL REVENUE	\$767,415	\$825,881	\$363,224	1,637,994	\$709,200	\$ 822,698	\$ 822,698	\$ 822,698
	EXPENSES - SALARIES								
92-401-101-0001	SALARIES	\$162,193	\$ 147,268	\$ 158,506	\$ 159,463	\$ 191,230	\$ 198,575	\$ 198,575	\$ 198,575
92-401-105-0001	OVERTIME	4,726	3,671	4,504	11,006	\$ 4,000	4,500	4,500	4,500
92-401-106-0000	PERSONAL	-	3,842	3,852	3,721	\$ -	-	-	-
92-401-106-0001	SICK	-	2,285	1,572	1,298	\$ -	-	-	-
92-401-107-0001	HOLIDAY	-	7,266	7,391	7,567	\$ -	-	-	-
92-401-108-0001	VACATION	-	10,061	8,289	12,271	\$ -	-	-	-
92-401-109-0000	LONGEVITY	390	420	420	420	\$ 420	420	420	420
	SALARIY TOTAL	\$167,309	\$174,813	\$184,533	195,746	\$195,650	\$203,495	\$203,495	\$203,495
	EXPENSES - OPERATING								
92-401-200-0000	OPERATING EXP	27,026	15,515	12,899	8,884	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000
92-401-391-0000	DEPRECIATION	-	409,198	-	-	-	-	-	-
92-497-401-0437	POLICE VEHICLES	98,183	-	-	-	-	-	-	-
92-497-401-0500	PUBLIC WORKS/EQUIP	153,079	155	-	-	-	-	-	-
92-497-401-0445	FIRE TRUCK/VEHICLE	113,740	-	-	-	-	-	-	-
92-497-401-479	PARKS & REC	18,400	-	-	-	-	-	-	-
92-497-401-401	ADMIN/CODE	1,237	-	-	-	-	-	-	-
92-497-401-0090	SSF	5,561	-	-	-	-	-	-	-
92-429-140-0000	MISC	654	-	-	-	-	-	-	-
	BOND PAYMENT EXPENSE	65,720	64,327	-	-	-	-	-	-
92-401-214-0000	TOOLS, SUPPLIES	35,828	36,395	22,596	23,257	\$ 37,000	29,000	29,000	29,000
92-401-215-0000	REPAIR, PARTS	45,540	153,419	184,443	169,832	\$ 99,700	177,000	177,000	177,000
92-401-218-0000	PROP & LIABILITY INS.	-	12,540	11,610	13,234	\$ 12,500	13,000	13,000	13,000
92-401-239-0000	OIL	5,777	5,691	4,157	5,486	\$ 7,000	7,000	7,000	7,000
92-401-240-0000	TIRES	34,993	21,240	13,408	25,838	\$ 30,000	29,000	29,000	29,000
92-401-241-0000	GAS/DIESEL	150,779	165,499	136,359	160,470	\$ 160,000	212,000	212,000	212,000
92-401-247-000	TRAINING	360	175	2,708	2,400	-	-	-	-
92-401-251-0000	CLOTHING ALLOWANCE	2,867	2,752	1,805	1,880	\$ 2,500	2,100	2,100	2,100
92-401-303-0000	MISC	1,816	2,496	3,163	3,200	\$ 3,000	3,000	3,000	3,000
92-429-120-0000	FICA	12,483	12,947	14,062	14,680	\$ 14,900	15,567	15,535	15,535
92-433-125-0000	WC	4,702	5,278	5,886	5,972	\$ 4,478	4,175	4,175	4,175
92-429-130-0000	HEALTH INS.*	63,779	65,885	68,763	73,825	\$ 76,800	80,500	80,500	80,500
92-429-135-0000	NH RETIRE.	19,183	20,148	21,710	22,801	\$ 24,700	29,710	27,945	27,945
	OPERATING TOTAL	\$861,707	\$993,659	\$503,571	531,759	\$488,578	\$618,053	\$616,255	\$616,255
	GRAND TOTAL	\$1,029,016	\$1,168,472	\$688,104	\$727,505	\$684,228	\$821,548	\$819,750	\$819,750
	Net	-\$261,601	-\$342,592	-\$324,880	\$910,489	\$24,972	\$1,150	\$2,948	\$2,948

* Health Insurance costs are projected at current enrollment levels. This total includes payouts for employees not enrolled.

INTERNAL SERVICE FUND SALARY DETAIL

FULL TIME EMPLOYEES

#	Description	Weeks Worked	Hours per Week	Annual
1	Auto Maint Foreman *	52	40	\$68,458.52
2	Mechanic *	52	80	\$124,295.60
3	TOTAL		120	\$194,254.12

PART TIME EMPLOYEES

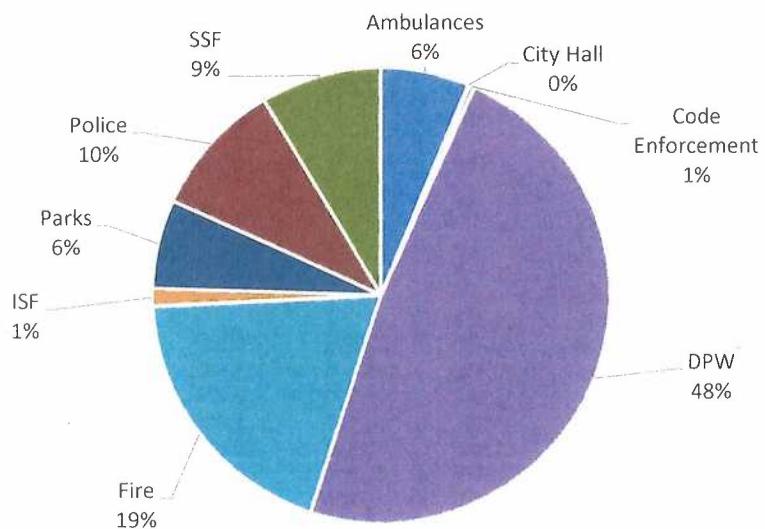
Temporary Help **	\$4,321.00
Grand Total	\$198,575.12

Budget includes 2.5% COLA increase effective 07/01/2022

* Includes scheduled step (merit) increase

** Includes employees in from DPW to assist as needed.

Vehicle Maintenance Expenses - FY19 - FY21



ACCOUNT DESCRIPTIONS

The Internal Service fund (ISF) vehicle repair budget funds maintenance for all the City's motor vehicles and equipment.

REVENUES***REVENUES – DEPARTMENT***

These lines are the estimated revenues from the various City Departments based on actual repair, fuel, and related expenses over the past three years.

EXPENSES***SALARIES***

This line funds the 3 full time employees that repair and maintain the City's vehicle fleet and equipment.

OVERTIME

This line funds the employees' overtime for this Division.

FICA

This line funds the cost of FICA and Medicare payment for this Division.

NH RETIREMENT

Funds the cost of the City's contribution for the New Hampshire Retirement System for this Division. The rate of the employer contribution for Group I employees is budgeted at 14.06%

WC – WORKMAN'S COMPENSATION

This line funds the cost of worker's compensation.

HEALTH INSURANCE

This line funds the cost of health insurance premiums less employee contributions.

LONGEVITY

This line funds the cost of longevity payments for eligible employees.

OPERATING EXPENSE

This line funds the cost of electricity, water and sewer, telephone and heating fuel for the City garage located at 257 Messer Street.

TOOLS, SUPPLIES

This line funds the cost of tools, diagnostic software, and supplies used on ISF vehicles and equipment for the various City Departments.

REPAIR, PARTS

This line funds the cost of outside repairs and parts used while repairing vehicles and equipment that belong to the City Departments.

OIL

This line funds the cost of oil/lubricants used in City motor vehicles and other equipment.

TIRES

This line funds tires for all City motor vehicles and equipment

GAS/DIESEL

This line funds the cost of fuel for the City motor vehicles and equipment. As of March 3, 2022 the Federal Energy Information Administration is forecasting:

- Retail gasoline prices to average \$3.79/gal in 2022 and \$3.33/gal in 2023.
- Retail diesel prices to average \$4.15/gal in 2022 and \$3.80/gal in 2023.

The City's average annual consumption of diesel is 28,720 gallons and is 43,820 gallons for unleaded.

CLOTHING ALLOWANCE

This line funds the cost of the uniform service and partial uniform/boot allowance per the SEA and AFSCME contracts.

MISCELLANEOUS

This line item covers the cost of miscellaneous expense items not included in other line items in the budget.

	19-20 ACTUAL	20-21 ACTUAL	21-22 BUDGET	22-23 DEPT REQ	22-23 MANAGER	22-23 COUNCIL
REVENUES						
92-301-001-0090 SSF	\$ -	\$ 10,404	\$ 15,492	\$ -	\$ -	\$ -
93-301-001-0091 EMS	75,000	75,000	75,000	81,876	81,876	81,876
93-301-001-0401 Administration	-	-	-	-	-	-
93-301-001-0403 Finance	500	500	500	1,000	1,000	1,000
93-301-001-0404 Licensing	500	500	500	1,000	1,000	1,000
93-301-001-0405 Planning	3,000	500	500	1,000	1,000	1,000
93-301-001-0407 Code	3,000	900	500	1,000	1,000	1,000
93-301-001-0411 Assessing	4,800	500	500	1,000	1,000	1,000
93-301-001-0415 Records	250	500	500	1,000	1,000	1,000
93-301-001-0417 Elections	250	500	500	1,000	1,000	1,000
93-301-001-0437 Police	87,500	97,100.04	140,029	164,049	164,049	164,049
93-301-001-0445 Fire	98,402	125,817.96	118,231	175,433	175,433	120,433
93-301-001-0448 Motorcycle Week	300	400	500	1,000	1,000	1,000
93-301-001-0477 Welfare	350	500	500	1,000	1,000	1,000
93-301-001-0479 Recreation & Facilities	37,000	20,910.00	25,491	31,262	31,262	31,262
93-301-001-0493 PW-Solid Waste	1,700	500	500	1,000	1,000	1,000
92-301-001-0500 Public Works	228,242	138,450.71	103,715	120,077	120,077	120,077
93-301-001-0960 POLICE DETAIL	31,463	4,800.00	\$ -	-	-	-
93-301-001-9999 Other & Bond Proceeds **	-	1,641.14	100,403	75,000	75,000	75,000
93-305-002-0000 Gain/Loss on Sale of Fixed As	-	-40,498.26	\$ -	-	-	-
TOTAL REVENUE	572,257	438,926	\$583,360	\$657,697	\$657,697	\$602,697
EXPENSES						
93-401-391-0000 DEPRECIATION	\$ -	\$ 539,296	\$ -	\$ -	\$ -	\$ -
93-497-401-0437 POLICE CRUISER	194,050		150,000	225,000	225,000	225,000
93-497-401-0479 PARKS & REC	78,240		84,000	-	-	-
93-497-401-0500 PUBLIC WORKS/EQUIP	255,884		210,000	235,000	235,000	235,000
FIRE TRUCK/VEHICLE	-		50,000	120,000	120,000	65,000
ADMIN/CODE	-		54,260	-	-	-
SSF	-		-	-	-	-
MISC	-		-	-	-	-
93-487-337-0010 BOND PRINCIPAL	57,970	58,770	58,000	58,000	58,000	58,000
93-487-337-0010 BOND INTEREST	4,899	3,498	2,100	19,697	19,697	19,697
TOTAL EXPENSES	591,043	601,565	\$608,360	\$657,697	\$657,697	\$602,697
Net	(18,787)	(162,639)	-\$25,000	\$0	\$0	\$0



SPECIAL REVENUE FUNDS

MOTORCYCLE WEEK

AMBULANCE - EMS

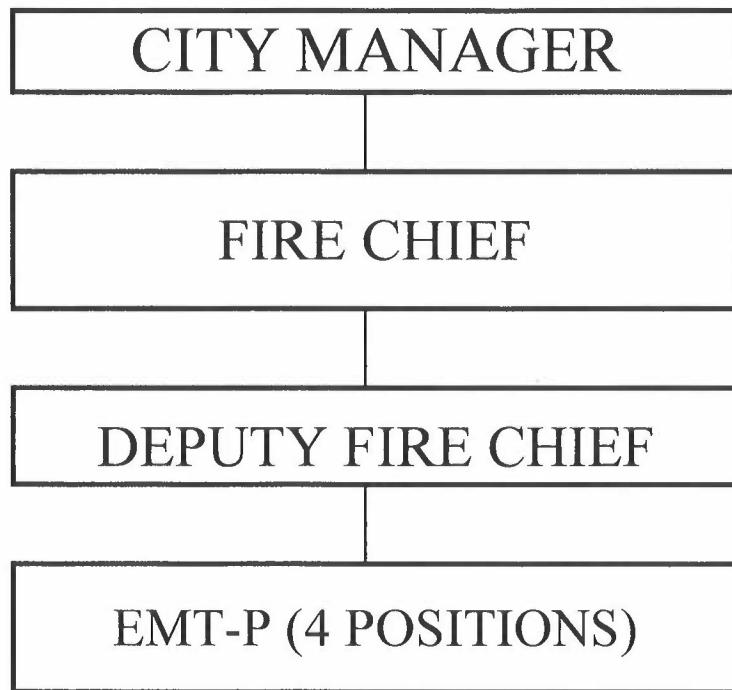
FY 2022-2023 BUDGET

MOTORCYCLE WEEK SPECIAL REVENUE

	<u>17-18</u> <u>ACTUAL</u>	<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>COUNCIL</u>
Revenues								
Boardwalk/Lakeport	\$22,500	\$24,500	\$5,250	\$22,250	\$ 24,500	\$ 28,000	\$ 28,000	\$ 28,000
Photo Tower/Bike Show	3,070	2,196	-	2,600	2,200	2,600	2,600	2,600
Site Review Revenue	12,050	12,375	7,350	1,865	14,000	14,000	14,000	14,000
Licensing	75,505	79,010	1,600	63,975	85,000	101,000	101,000	101,000
Trademark Revenue	15,200	21,550	-	12,400	10,000	5,000	5,000	5,000
Other	5,000	3,840	25	(3,000)	4,000	4,000	4,000	4,000
Total Revenues	\$133,325	\$143,471	\$14,225	\$100,090	\$139,700	\$154,600	\$154,600	\$154,600
Expenses								
SALARIES								
POLICE- Out of Town Police	47,692	38,550	-	34,470	\$ 40,000	\$ 38,000	\$ 38,000	\$ 38,000
DPW- Labor	3,820	4,507	-	10,515	38,000	12,000	12,000	12,000
Food Inspections/Support	1,352	931	-	621	8,000	5,000	5,000	5,000
POLICE- Overtime	28,389	20,148	-	40,923	19,000	20,000	20,000	20,000
FIRE- Extra Duty Labor	16,824	17,724	-	18,946	1,000	15,000	15,000	15,000
MW Retirement	14,155	12,095	0	18,510	20,267	13,412	13,412	13,412
TOTAL SALARIES	\$112,232	\$93,955	\$0	\$123,984	\$126,267	\$103,412	\$103,412	\$103,412
STATION W								
Lights/ Power	\$ 886	\$ -	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -
Building Maintenance	-	626	-	638	500	500	500	500
TOTAL STATION W	\$886	\$626	\$0	\$638	\$700	\$500	\$500	\$500
OTHER								
PD Telephone	\$ 54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PD Printing	-	-	-	-	300	-	-	-
Building Supplies	-	56	-	-	100	100	100	100
PD Supplies	342	252	-	164	500	500	500	500
Fire Supplies	-	189	-	-	-	-	-	-
Legal	3,038	6,576	-	-	-	-	-	-
PD Equipment Maint./ Rental	1,073	119	-	663	1,000	1,000	1,000	1,000
PD Radio Maintenance	-	-	300	-	400	200	200	200
DPW- Vehicle Usage	560	-	-	400	400	1,000	1,000	1,000
DPW-Signs, Materials, Supplies	3,250	4,317	-	3,964	5,000	5,000	5,000	5,000
DPW- Traffic Counts	180	210	-	-	250	250	250	250
PD Miscellaneous	-	225	-	-	500	300	300	300
Fire - Food	-	1,141	-	994	1,100	1,100	1,100	1,100
DPW- Sweeping Contractor	3,802	4,064	-	3,961	4,000	4,000	4,000	4,000
DPW- Trash Collection	8,000	925	3,014	1,394	8,500	8,500	8,500	8,500
Food Service	2,124	4,016	-	3,476	4,000	4,000	4,000	4,000
DPW- Chemical Toilets	4,601	3,815	-	25,204	4,600	25,400	25,400	25,400
Lighting Rentals	2,092	2,007	1,300	1,592	2,200	2,000	2,000	2,000
Trademark Expense	-	10,000	15,000	-	10,000	5,000	5,000	5,000
Equipment-Fire ***	-	-	19,435	-	-	-	-	-
TOTAL OTHER	\$ 29,116	\$ 37,913	\$ 39,049	41,811	\$ 42,850	\$ 58,350	\$ 58,350	\$ 58,350
TOTAL EXPENSES	\$142,234	\$132,494	\$39,049	\$166,434	\$169,817	\$ 162,262	\$ 162,262	\$ 162,262
USE OF FUND BALANCE						\$ 7,662	\$ 7,662	\$ 7,662
NET	-\$8,909	\$10,977	-\$24,824	-\$66,344	-\$30,117	\$ 0	\$ 0	\$ 0



AMBULANCE EMS



		<u>18-19</u> <u>ACTUAL</u>	<u>19-20</u> <u>ACTUAL</u>	<u>20-21</u> <u>ACTUAL</u>	<u>21-22</u> <u>BUDGET</u>	<u>22-23</u> <u>DEPT</u>	<u>22-23</u> <u>MANAGER</u>	<u>22-23</u> <u>COUNCIL</u>
REVENUES								
91 301-001-0001	Billing Revenues	\$ 1,010,000	\$ 1,063,617	\$ 1,292,162	\$ 1,112,000	\$ 1,194,372	\$ 1,194,372	\$ 1,194,372
91 301-001-0002	Training Revenues	\$ 15,000	\$ -	\$ 5,425	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
TOTAL REVENUE		\$ 1,025,000	\$ 1,063,617	\$ 1,297,587	\$ 1,127,000	\$ 1,209,372	\$ 1,209,372	\$ 1,209,372
SALARIES								
91-445-105-0000	Regular Salaries	\$ 313,643	\$ 337,135	\$ 328,428	\$ 332,131	\$ 333,946	\$ 333,946	\$ 333,946
91-445-105-0000	Extra Duty Coverage	49,489	54,841	147,540	52,000	58,000	58,000	58,000
91-445-106-0000	Sick-Injury Coverage	8,853	29,124	72,756	39,000	45,000	45,000	45,000
91-445-106-0001	Personal Coverage	6,663	7,625	6,571	21,600	25,000	25,000	25,000
91-445-107-0000	Holidays	16,809	18,577	21,456	18,870	21,900	21,900	21,900
91-445-108-0000	Vacation	8,834	18,483	18,645	33,500	40,000	40,000	40,000
91-445-109-0000	Longevity	180	210	240	-	-	-	-
91-445-110-0000	Termination	-	15,113	2,704	-	-	-	-
91-445-112-0000	Educational Stipend	3,600	-	3,900	-	-	-	-
91-445-115-0000	Salary Adj.	-	-	-	-	-	-	-
91-445-120-0000	Medicare Exp	6,108	7,426	8,780	6,934	7,595	7,595	7,595
91-445-125-0000	Worker's Compensation	21,408	22,584	21,802	22,300	17,256	17,256	17,256
91-445-130-0000	Health Insurance	100,196	119,949	102,897	117,200	133,754	133,754	133,754
91-445-135-0000	Retirement	133,165	147,915	178,665	150,834	172,817	172,817	172,817
TOTAL SALARIES		\$668,949	\$778,982	\$914,384	\$ 794,369	\$ 855,268	\$ 855,268	\$ 855,268
OTHER								
91-445-201-0000	Telephone	\$ 746	\$ 906	\$ 800	\$ 700	\$ 800	\$ 800	\$ 800
91-445-207-0000	Postage	14	-	-	50	50	50	50
91-445-214-0000	Misc Supply	1,336	5,803	9,038	5,000	6,000	6,000	6,000
91-445-214-0001	Medical Supplies	50,791	59,285	62,334	59,000	60,000	60,000	60,000
91-445-218-0000	P & L Insurance	6,734	6,320	7,261	7,000	7,000	7,000	7,000
91-445-241-0000	Gas/Fuel Expense	-	-	-	5,000	5,000	5,000	5,000
91-445-247-0000	Training	9,459	32,088	6,716	30,000	30,000	30,000	30,000
91-445-247-0001	Training - Other	-	360	(2,058)	4,000	4,000	4,000	4,000
91-445-253-0000	Physical Exams	816	408	1,506	2,000	2,000	2,000	2,000
91-445-275-0000	Billing/Collection Expense	45,592	49,343	49,062	54,000	54,000	54,000	54,000
91-445-275-0001	Lockbox Expenses	4,547	5,114	5,215	5,000	5,300	5,300	5,300
91-445-470-0000	Equipment	14,219	11,453	8,497	15,000	17,000	17,000	17,000
91-445-470-0001	Equipment Lease	28,620	28,332	-	28,000	30,000	30,000	30,000
TOTAL OTHER		\$162,873	\$199,412	\$148,370	\$ 214,750	\$ 221,150	\$ 221,150	\$ 221,150
INTERNAL SERVICE								
91-445-234-0000	Vehicle Repairs	25,000	25,140	29,868	\$ 37,123	\$ 51,078	\$ 51,078	\$ 51,078
91-445-234-0001	Internal Service Expense	75,000	75,000	75,000	75,000	81,876	81,876	81,876
TOTAL ISF		\$100,000	\$100,140	\$104,868	\$ 112,123	\$ 132,954	\$ 132,954	\$ 132,954
GRAND TOTAL		\$931,822	\$1,078,534	\$1,167,622	\$1,121,242	\$1,209,372	\$1,209,372	\$1,209,372
NET		\$93,178	-\$14,917	\$129,965	\$5,758	\$0	\$0	\$0

AMBULANCE EMS SALARIES

No of Emp	Title	Weeks	# Hours	Annually
				Worked
1	Deputy Chief EMS **	52	42	\$86,324.16
2	FF5th/EMT-P *	52	42	\$126,977.76
1	FF3rd/EMT-P *	52	42	\$61,523.28
1	FF4th/EMT-P *	52	42	\$59,120.88
5	TOTAL			\$333,946.08

*Above Rates Include Possible Merit (Step) Increases

**Will be Reviewed During the Year with a Possible raise of 0-5%

Wages include a 2.5% COLA effective 7/1/2022



TAX INCREMENT FINANCING
DISTRICTS

DOWNTOWN TIF DISTRICT
LAKEPORT TIF DISTRICT
WEIRS TIF DISTRICT

	Downtown	Lakeport	Weirs
Current Value (2021 MS1)	\$119,065,324	\$37,565,856	\$135,105,143
Original Value	\$70,676,650	\$39,121,300	\$81,482,633
Captured Value	\$48,388,674	-\$1,555,444	\$53,622,510
Maximum Retained Value *	\$24,194,337	-\$777,722	\$26,811,255
Estimated Tax Rate **	\$17.03	\$17.03	\$17.03
Maximum Increment	\$412,030	\$0	\$456,596

Downtown	Est. Beginning Fund Balance	\$886,712
	FY23 Expenses:	
	2015 Bond Payment	\$100,472
	Colonial Bond Payment	\$210,000
	Parking Garage Security Cameras	\$2,200
	Total	\$312,672
	Recommended Increment	\$250,000
	Est. Ending Balance	\$824,040
	<i>Prior Year Increment</i>	<i>\$250,000</i>
Lakeport	Est. Beginning Fund Balance	\$37,760
	FY23 Expenses:	
	\$0	\$0
	Total	\$0
	Recommended Increment	\$8,129
	Est. Ending Balance	\$45,889
	<i>Prior Year Increment</i>	<i>\$8,129</i>
Weirs	Est. Beginning Fund Balance	-\$132,945
	FY23 Expenses:	
	Bond Payment	\$108,838
	Eversource	\$0
	Total	\$108,838
	Recommended Increment	\$170,000
	Est. Ending Balance	-\$71,783
	<i>Prior Year Increment</i>	<i>\$120,000</i>

* As per RSA and Adopted Development Plans, 50% of Captured Value

** As per RSA, does not include State education rate

RESOLUTION 2022-08 amended

CITY OF LACONIA

In the Year of our Lord two thousand and twenty-two:

**A RESOLUTION RELATIVE TO MAKING ITEMIZED APPROPRIATIONS FOR THE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 AND TERMINATING JUNE 30, 2023**

Resolved by the City Council of the City of Laconia, as follows:

That the following itemized appropriations be made for the fiscal year beginning July 1, 2022 and terminating June 30, 2023.

GENERAL FUND

TOTAL APPROPRIATIONS	\$83,203,293
LESS REVENUES	\$31,884,291
BALANCE TO BE RAISED BY TAXES	\$51,319,002

ANTICIPATED GRANTS

TOTAL APPROPRIATIONS	\$3,421,903
LESS REVENUES	\$3,421,903

SPECIAL REVENUE FUND - MOTORCYCLE WEEK

TOTAL APPROPRIATIONS	\$162,262
LESS REVENUES	\$154,600
BALANCE FROM FUND BALANCE	\$7,662

SPECIAL REVENUE FUND - AMBULANCE EMS

TOTAL APPROPRIATIONS	\$1,209,372
LESS REVENUES	\$1,209,372

SANITARY SEWER FUND

TOTAL APPROPRIATIONS	\$4,632,096
LESS REVENUES	\$4,632,096

CAPITAL OUTLAY

\$2,630,000

LESS REVENUES

\$2,630,000

WATER WORKS FUND

TOTAL APPROPRIATIONS	\$2,602,684
LESS REVENUES	\$2,602,684

CAPITAL OUTLAY

\$708,000

LESS REVENUES

\$708,000

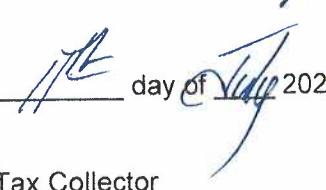
INTERNAL SERVICE FUND	
TOTAL APPROPRIATIONS	\$1,464,245
LESS REVENUES	\$1,464,245
 DOWNTOWN TIF	
TOTAL APPROPRIATIONS	\$250,000
LESS REVENUES	\$250,000
 LAKEPORT TIF	
TOTAL APPROPRIATIONS	\$8,129
LESS REVENUES	\$8,129
 WEIRS TIF	
TOTAL APPROPRIATIONS	\$170,000
LESS REVENUES	\$170,000

This Resolution shall take effect upon its passage.



Andrew Hosmer, Mayor

Passed and approved this 11th day of July 2022



Katie Gargano, City Clerk/Tax Collector

RESOLUTION 2022-10

CITY OF LACONIA

In the Year of our Lord two thousand and twenty-two:

**A RESOLUTION RELATIVE TO CARRYING FORWARD CERTAIN APPROPRIATIONS
FROM FISCAL YEAR 2022 INTO FISCAL YEAR 2023 TO ALLOW FOR COMPLETION OF
CONTINUING PROJECTS AND PRIORITIES**

Resolved by the City Council of the City of Laconia, as follows:

That the following itemized appropriations are carried forward from the Fiscal Year ending June 30, 2022 into the Fiscal Year beginning July 1, 2023. All amounts are not to exceed totals:

GENERAL FUND

From Account/Purpose	To Account/Purpose	Requested Rollover
<i>From Operating Budget</i>		
01-422-239-0000	01-499-422-0010	\$ 1,000.00
Weed Watchers	Weed Watchers	
01-445-251-0001	01-499-445-0006	\$ 9,000.00
Fire Protective Clothing	Fire Protective Clothing	
01-509-000-1000	New fund	\$ 40,000.00
Street Lighting	LED Light Replacement	
<i>From FY22 Capital Budget</i>		
01-497-500-0013	01-499-500-0013	\$ 198,600.00
PUBLIC WORKS-STREET REPAIRS	STREET REPAIRS	
01-497-500-0015	01-499-500-0057	\$ 30,991.00
BRIDGE REPAIR & MAINTENANCE	BRIDGE REPAIR & MAINT	
01-497-500-0031	01-499-500-0012	\$ 14,211.00
DPW-SIDEWALK REPAIRS/CONSTRUCTION	SIDEWALK REPAIRS	
01-497-500-0039	01-499-500-0008	\$ 9,883.00
DPW-FENCE/GUARDRAILS	FENCE RAILS & GUARDRAILS	
01-497-500-0048	01-499-500-0052	\$ 13,802.00
PARKING GARAGE DECK REPAIRS	PARKING GARAGE DECK REPAIRS	
01-497-500-0049	01-499-500-0029	\$ 67,403.00
CITY WIDE DRAINAGE IMPROVEMENTS	CITY WIDE DRAINAGE IMPR	
01-497-500-0055	01-499-500-0059	\$ 50,000.00
STORMWATER ENG/STUDY/DESIGN	STORMWATER ENG/STUDY/DESIGN	
01-497-500-0067	01-499-500-0002	\$ 10,000.00
MORIN RD LANDFILL SITE INVESTIGATION	LANDFILL CAP/LINER REPAIR/WETLAND RESTORE	
01-497-500-0068	01-499-401-0002	\$ 100,000.00
ACADEMY ST BRIDGE REPAIR	Contingency (for trans. to Academy Bridge fund)	
01-497-514-0000	01-499-401-0002	\$ (7,000.00)
Parking Garage Renovation	Contingency (for new fund when created)	

From Account/Purpose	To Account/Purpose	Requested Rollover
From FY22 Rollover Accounts		
01-499-401-0002	Same	\$ 48,882.00
CONTINGENCY		
01-499-401-0008	Same	\$ 6,225.00
CITY APPEARANCE IMPROVEMENT		
01-499-402-0002	Same	\$ 28,871.00
LITIGATION RELATED EXP		
01-499-402-0006	Same	\$ 1,129.00
ATTORNEY/ENVIRONMENTAL EXP (15)		
01-499-405-0004	Same	\$ 11,598.00
PLANNING O/S CONTRACTS		
01-499-411-0002	Same	\$ 2,117.00
ASSESSING O/S REVAL		
01-499-422-0010	Same	\$ 1,000.00
Weed Watchers		
01-499-432-0001	Same	\$ 48,518.00
IT PROJECTS		
01-499-479-0018	Same	\$ 7,297.00
COMMUNITY CENTER HEATING		
01-499-479-0026	Same	\$ 40,000.00
ENDICOTT ROCK BEACH ENGINEERING (2013)		
01-499-479-0027	Same	\$ 1,675.00
INDIAN STATUE REFURBISH		
01-499-479-0020	Same	\$ 9,681.00
OPECHEE TRACK BUILDING ROOF		
01-499-479-0037	As per Res. 2002-04	\$ 33,028.00
WIERS BEACH BATHHOUSE		
01-499-481-0005	Same	\$ 5,415.00
LIBRARY REPAIRS		
01-499-489-0005	Same	\$ 6,349.00
MILFOIL TREATMENT		
01-499-493-0002	Same	\$ 35,116.00
SOLID WASTE-CAPITAL COSTS		
01-499-500-0002	Same	\$ 6,626.67
LANDFILL CAP/LINER REPAIR/WETLAND RESTORE		
01-499-500-0006	Same	\$ 10,000.00
Document Preservation		
01-499-500-0008	Same	\$ 38,497.25
FENCE RAILS & GUARDRAILS		
01-499-500-0014	Same	\$ 4,000.00
Tree Removal		
01-499-500-0015	Same	\$ 2,273.00
Signs		
01-499-500-0029	Same	\$ 48,697.26
CITY WIDE DRAINAGE IMPR		
01-499-500-0044	Same	\$ (82,847.14)
DPW-ACADEMY S BRIDGE STUDY		

01-499-500-0057	Same	\$	1,960.75
BRIDGE REPAIR & MAINT			
01-499-500-0061	Same	\$	20,000.00
Langley Brook Bridge Repair			
01-499-500-0062	Same	\$	29,672.67
DPW Building Engineering			

SANITARY SEWER FUND

From Account/Purpose	To Account/Purpose	Requested Rollover
<i>From Operating Budget</i>		
90-497-497-0004	90-499-497-0092 (<i>new account</i>)	\$ 125,000.00
RT 3 TOWNLINE PS UPGRADE	RT 3 TOWNLINE PS UPGRADE	
90-497-497-0026	90-499-700-0026	\$ 150,000.00
HILLCREST DR/MASS AVE PUMPING STATION	HILLCREST DRIVE/MASS AVE PUMP STATION	
90-497-497-0027	90-499-700-0027	\$ 317,275.00
GRAVITY SEWER MAINS - UPGRADE	GRAVITY SEWER MAINS	
90-497-497-0031	90-499-700-0028	\$ 398,613.00
GRAVITY SEWER MAINS - REPLACE	GRAVITY SEWER MAINS	
90-497-497-0035	90-499-497-0035	\$ 35,000.00
PUMP STATION REPAIR CONTINGENCY	PUMP STATION CONTINGENCY	
90-497-497-0039	90-499-497-0039	\$ 35,000.00
SCADA DATA CONTROL SYSTEM	SCADA	
90-497-497-0052	90-499-497-0085	\$ 170,000.00
CHAPIN TERRACE P/S UPGRADE	Chapin Terrace P/S Upgrade	
90-497-497-0059	90-499-497-0038	\$ 146,143.00
Coll System Condition Assessment	COLL SYSTEM CONDITION UPDATE	
90-497-497-0060	90-499-497-0043	\$ 100,000.00
Asset Management Program	ASSET MANAGEMENT PROGRAM	
<i>From FY22 Capital Budget</i>		
90-499-497-0033	Same	\$ 46,692.00
BLACK BROOK P/S		
90-499-497-0035	Same	\$ 46,927.00
PUMP STATION CONTINGENCY		
90-499-497-0037	Same	\$ 67,854.00
SSF CONTINGENCY		
90-499-497-0041	Same	\$ 60,500.00
INFILTRATION & INFLOW STUDY		
90-499-497-0045	Same	\$ 91,427.00
LANGLEY P/S EQUIP UPGRADE		
90-499-497-0058	Same	\$ 24,623.00
Supervisory Control & Data Acq Upgrade		
90-499-497-0084	Same	\$ 69,107.00
Keasor P/S Upgrade		
90-499-497-0085	Same	\$ 11,974.00
Chapin Terrace P/S Upgrade		
90-499-497-0088	Same	\$ 47,289.00
Lawrence P/S Upgrade		
90-499-700-0007	Same	\$ 4,851.00
CHRISTMAS ISLAND PUMP STATION		
90-499-700-0020	Same	\$ 1,007.00
EDGEWATER AVE PUMP STATION		
90-499-700-0031	Same	\$ 30,000.00
SANITARY SEWER STUDY		

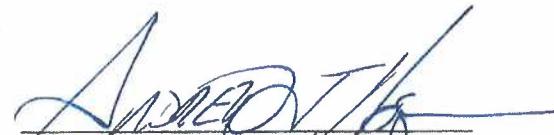
AMBULANCE/EMS FUND

91-445-247-0001	91-499-445-0000	\$	4,000.00
Training Expense-Other	Staff Development		
91-499-445-0000	Same	\$	4,000.00
Staff Development			

INTERNAL SERVICE FUND

93-497-401-0445	93-499-401-0445	\$	50,000.00
FIRE VEHICLES & EQUIP	FIRE VEHICLES & EQUIP		
93-497-401-0479	93-499-401-0479	\$	41,758.00
PARKS VEHICLES & EQUIP	PARKS VEHICLES & EQUIP		
93-497-401-0500	93-499-401-0500	\$	41,758.00
DPW VEHICLES & EQUIP	DPW VEHICLES & EQUIP		

This Resolution shall take effect upon its passage.


Andrew Hosmer, Mayor

Passed and approved this 27th day of June 2022

Katie Gargano, City Clerk

