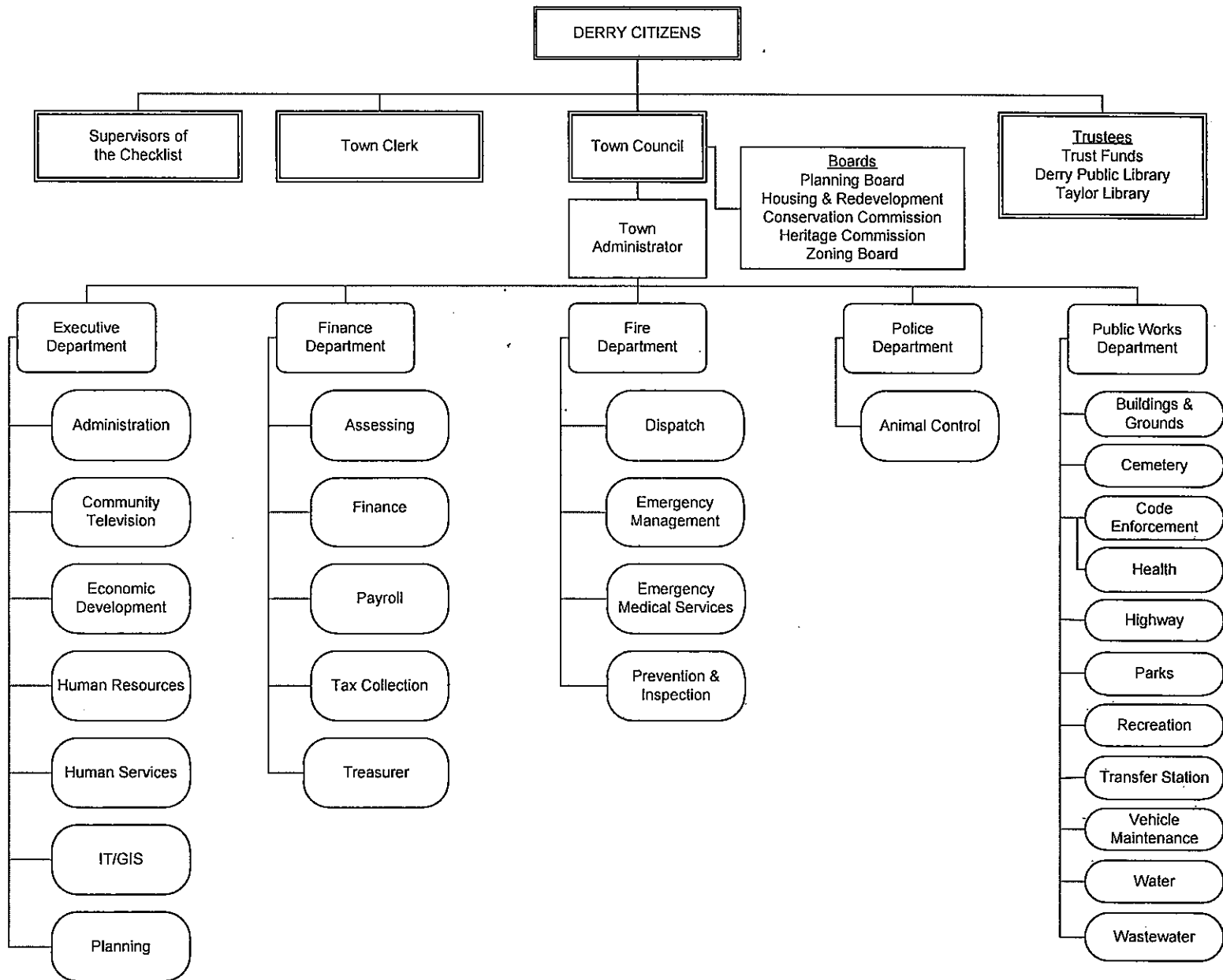


# **Town Organization Chart**



**PERSONNEL**

**SUMMARY**

# Personnel Summary FY 2018

Job Title	FY 2017		FY 2018	
	FT	PT	FT	PT
<b>Executive</b>				
Councilor (elected)		7		7
Town Administrator	1		1	
Executive Secretary to TA	1		1	
Human Resources Director		1		1
Human Resources Coordinator	1		1	
Human Services Administrator	1		1	
Human Services Secretary II	1		1	
IT/GIS Manager	1		1	
Network Administrator	1		1	
Computer Support Specialist	1		1	
Economic Development Coordinator	0		1	
Planning Director	1		1	
Planning Assistant	1		1	
Cable Facility Coordinator	1		1	
Assistant Cable Facility Coordinator		1		1
	11	9	12	9

<b>Town Clerk</b>				
Town Clerk (elected)	1		1	
Deputy Town Clerk		1		1
Supervisors of the Checklist (elected)		3		3
	1	4	1	4

<b>Finance Department</b>				
Chief Financial Officer	1		1	
Controller	1		0	
Accounting Manager	0		1	
Senior Accountant	1		0	
Bookkeeper	1		2	
Staff Accountant/Internal Auditor	1		1	
Payroll and Benefit Administrator	1		1	
Finance Assistant		1		0
Assessor	1	1	0	0
Secretary I	1		1	
Secretary III	1		1	
Tax Collector/Municipal Agent	1		1	
Deputy Tax Collector/Municipal Agent	1		1	
Customer Service Assistant	3	2	3	2
Treasurer (appointed)		1		1
Deputy Treasurer (appointed)		1		1
	14	6	13	4

Job Title	FY 2017		FY 2018	
	FT	PT	FT	PT
<b>Department of Public Works</b>				
Director	1		1	
Deputy Director	1		1	
Executive Secretary	1		1	
Superintendent of Operations	1		1	
Engineering Coordinator	1		1	
Engineering Technician	2		2	
Environmental Engineer	1		1	
Fiscal Specialist	1		1	
Utility Customer Service & Billing Clerk	1		1	
Code Enforcement Director	1		1	
Building Inspector	1		1	
Secretary / Receptionist	1		1	
Health Officer		1		1
Administrative Program Assistant		1		1
Building Specialist	1		1	
Custodian	4		4	
Highway Crew Chief	1		1	
Highway Mechanical Equipment Operator	10	1	10	1
Operations - Fleet Manager	1		1	
Mechanic	2		2	
Chief Operator	1		1	
Mechanical Electrical Technician I	1		1	
Mechanical Electrical Technician II	1		1	
Sewer Treatment Operator I	1		1	
Sewer Treatment Operator II	1		1	
Utility Assets Coordinator	1		1	
Utility Crew Chief	1		1	
Utility Worker	4		4	
Water System Operator II	1		1	
Laborer (Water)		1		1
Recycling Coordinator	1		1	
Transfer Station MEO I		1		1
Transfer Station MEO II	2		2	
Transfer Station Laborer	1	1	1	1
Weigh Scale Master	1		1	
Director of Parks & Recreation	1		1	
Recreation Coordinator	1		1	
Recreation Program Assistant	1		1	
Program & Operations Assistant		1		1
Parks Crew Chief	1		1	
Operations & Project Coordinator	1		1	
Laborer	3		3	
	57	7	57	7

Job Title	FY 2017		FY 2018	
	FT	PT	FT	PT
<b>Fire Department</b>				
Chief	1		1	
Assistant Fire Chief	0		1	
Executive Secretary	1		1	
Secretary		1		1
EMS Director	1		1	
Director Fire Prevention	1		0	
Fire Inspector	1		1	
Director of Mechanical Division	1		1	
Battalion Chief	4		4	
Captain	4		4	
Lieutenant	12		12	
Firefighter	42		42	
Director Communications & IT	1		1	
Dispatcher	6		6	
	75	1	75	1

<b>Police Department</b>				
Chief	1		1	
Executive Secretary	1		1	
Captain	2		2	
Lieutenant	5		5	
Sergeant	8		8	
Police Officer	41		41	
Secretary	3	1	3	2
Dispatcher	5		5	
Receptionist	1		1	
Evidence Clerk		1		1
Animal Control Officer	1		1	
Mechanic	1		1	
Prosecutor Supervisor	0		1	
Prosecutor	2		1	
Prosecutor Assistant		1		0
	71	3	71	3

<b>Total</b>	<b>229 30</b>		<b>229 28</b>	
	FT	PT	FT	PT
	FY2017		FY2018	

**TOWN OF DERRY, NEW HAMPSHIRE**  
**Town Council Adopted Budget for FY2018**

<b>Calculation of Projected Town Tax Rate</b>			
Appropriation for Town Services (1)			\$40,855,189
Add: Veterans' Credits (current)			597,000
Overlay			300,000
Less: Projected Revenue (1)		\$15,587,192	
Use of Committed Fund Balance			
	<b>Capital Reserve Funds:</b>		
	Libraries (including L&B)	-	
	IT	91,064	
	Retirement Earned Time	-	
	Fire (including debt service)	585,357	
	Emergency Management	-	
	Police	7,389	
	Health Prem Savings Acct	237,000	
	EMTF	230,731	
	Public Works	785,614	
Use of Assigned Fund Balance		1,937,155	
Use of Unassigned Fund Balance		-	
DRA Revenue Adjustments		650,000	
Total Revenue		2,587,155	18,174,347
Amount to be Raised by Taxation via Town Rate			\$23,577,842
Estimated Valuation for setting Town Tax Rate (2)			\$2,792,484,347
Projected 2017 Town Tax Rate/\$1,000 of Valuation			\$8.44
Tax Rate Increase/(Decrease) over 2016		\$0.14	

<b>Calculation of Allowable Town Tax Rate</b>			
Prior Year Tax Rate (2016)			\$8.30
CPI Increase Allowed by Town Charter (3)	1.9%		0.16
Maximum Tax Rate Allowed by Charter			\$8.46

(1) Excludes Wastewater, Water, Cable and TIF Districts' Appropriations & Revenues and use of fund balance

(2) Assumes a valuation based on the MS-1 used to set the FY16 tax rate (2,772,327,847) and changes through April 1st. Excludes assessed valuation of Ash Street Corporate Park and Route 28 Corridor TIF Districts. (A)

(3) Based on the Annual Average of the National CPI (CPI-U) for 2016 as reported by the U.S. Department of Labor, Bureau of Labor Statistics.  
(data.bls.gov)

<http://www.bls.gov/cpi/cpid1512.pdf>

**EXPENDITURE**

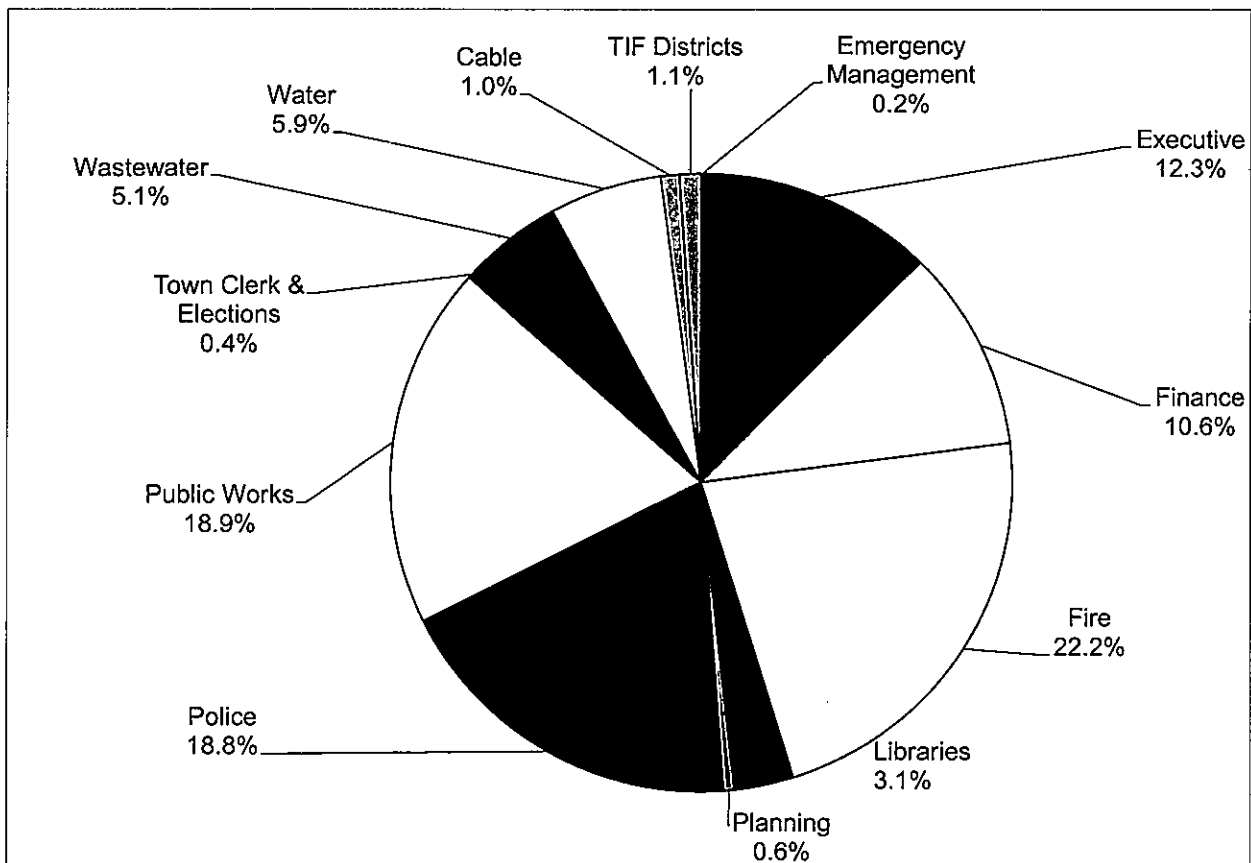
**&**

**REVENUE**

**SUMMARY**

**Town of Derry, NH**  
**Town Council Adopted Expenses by Department**  
**FY 2018**

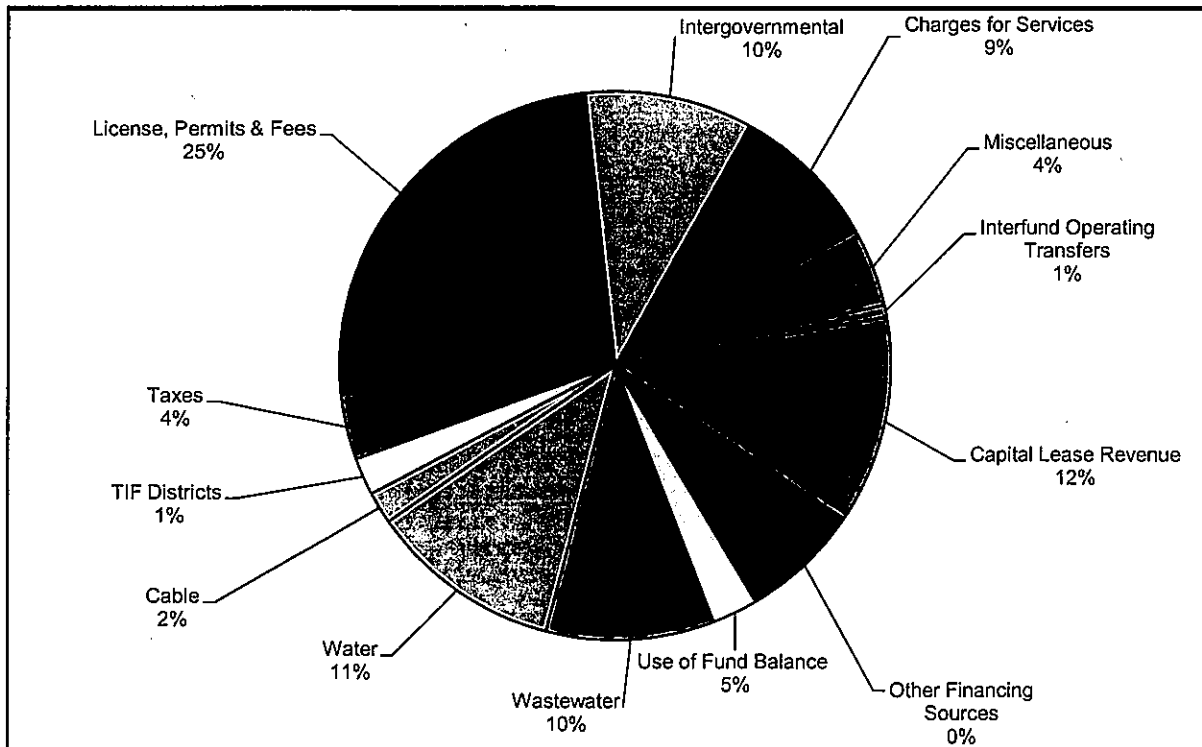
Emergency Management	\$ 54,297
Executive	5,768,983
Finance	4,972,989
Fire	10,423,118
Libraries	1,456,115
Planning	270,863
Police	8,822,408
Public Works	8,904,704
Town Clerk & Elections	181,712
Wastewater	2,402,500
Water	2,758,926
Cable	457,617
TIF Districts	533,308
<b>Total</b>	<b>\$ 47,007,540</b>



**Town of Derry, NH  
Town Council Adopted Revenue Budget  
FY 2018**

<b>Taxes</b>	<b>\$ 936,516</b>	<b>(1)</b>
<b>License, Permits &amp; Fees</b>	<b>6,069,758</b>	
<b>Intergovernmental</b>	<b>2,393,204</b>	
<b>Charges for Services</b>	<b>2,134,304</b>	
<b>Miscellaneous</b>	<b>1,117,391</b>	
<b>Interfund Operating Transfers</b>	<b>173,604</b>	
<b>Capital Lease Revenue</b>	<b>2,980,000</b>	
<b>Other Financing Sources (CRF)</b>	<b>1,719,543</b>	
<b>Use of Fund Balance</b>	<b>650,000</b>	
<b>Wastewater</b>	<b>2,402,527</b>	
<b>Water</b>	<b>2,758,926</b>	
<b>Cable</b>	<b>457,617</b>	
<b>TIF Districts</b>	<b>533,308</b>	
<b>Total Revenue &amp; Transfers</b>	<b>\$ 24,326,698</b>	

(1) Excluding Property Taxes





Town of Derry, NH  
FY2018 Town Council Adopted Budget  
Totals  
Summary

Department/Activity Center	FY 2015 Revised Budget	FY 2016 Revised Budget	FY 2017 Revised Budget	FY 2018 Department Recommended	FY 2018 Town Administrator Proposed	FY 2018 Town Council Adopted
<b>Emergency Management</b>	<b>\$70,968</b>	<b>\$57,024</b>	<b>\$69,361</b>	<b>\$69,697</b>	<b>\$63,444</b>	<b>\$63,444</b>
<b>Executive</b>	<b>\$1,329,834</b>	<b>\$1,253,176</b>	<b>\$1,348,093</b>	<b>\$1,682,181</b>	<b>\$1,849,427</b>	<b>\$1,849,427</b>
Administration	\$628,576	\$611,321	\$536,378	\$593,716	\$764,905	\$764,905
Health	\$101,037	\$86,763	\$83,323	\$83,558	\$83,558	\$83,558
Community Development	\$0	\$0	\$130,000	\$187,445	\$184,502	\$184,502
Information Technology	\$600,221	\$555,092	\$598,392	\$817,462	\$816,462	\$816,462
<b>Finance</b>	<b>\$4,401,219</b>	<b>\$5,648,707</b>	<b>\$4,536,893</b>	<b>\$6,215,091</b>	<b>\$5,899,611</b>	<b>\$5,899,611</b>
Human Services	\$416,937	\$417,935	\$389,963	\$403,585	\$399,585	\$399,585
Assessor	\$566,871	\$529,787	\$512,083	\$470,556	\$469,557	\$469,557
Finance	\$730,960	\$734,706	\$730,279	\$659,480	\$669,106	\$669,106
Tax Collector	\$725,292	\$911,346	\$792,166	\$817,323	\$798,423	\$798,423
Other Municipal Obligations	\$1,961,159	\$3,054,933	\$2,112,402	\$3,864,147	\$3,562,940	\$3,562,940
<b>Fire</b>	<b>\$11,079,671</b>	<b>\$11,361,051</b>	<b>\$11,923,277</b>	<b>\$12,194,969</b>	<b>\$11,823,427</b>	<b>\$11,744,452</b>
Prevention & Emergency Services	\$10,353,358	\$10,561,507	\$10,950,487	\$11,258,839	\$10,889,197	\$10,810,222
Dispatch	\$726,313	\$799,544	\$972,790	\$936,130	\$934,230	\$934,230
<b>Libraries (1)</b>	<b>\$1,439,851</b>	<b>\$1,412,190</b>	<b>\$1,494,860</b>	<b>\$1,535,015</b>	<b>\$1,456,565</b>	<b>\$1,456,565</b>
Derry Public Library	\$1,252,662	\$1,226,847	\$1,311,414	\$1,351,573	\$1,273,673	\$1,273,673
Taylor Library	\$187,189	\$185,343	\$183,446	\$183,442	\$182,892	\$182,892
<b>Planning</b>	<b>\$265,706</b>	<b>\$266,387</b>	<b>\$266,367</b>	<b>\$292,227</b>	<b>\$283,527</b>	<b>\$283,527</b>
<b>Police</b>	<b>\$8,774,183</b>	<b>\$8,742,012</b>	<b>\$9,687,024</b>	<b>\$9,608,618</b>	<b>\$9,236,431</b>	<b>\$9,236,431</b>
Police	\$8,694,163	\$8,660,967	\$9,607,023	\$9,517,815	\$9,145,628	\$9,145,628
Animal Control	\$80,020	\$81,045	\$80,001	\$90,803	\$90,803	\$90,803
<b>Public Works</b>	<b>\$8,994,282</b>	<b>\$8,925,234</b>	<b>\$9,057,383</b>	<b>\$10,219,606</b>	<b>\$10,137,250</b>	<b>\$10,137,250</b>
Highway	\$3,975,369	\$4,062,423	\$4,004,167	\$4,806,448	\$4,804,898	\$4,804,898
Transfer Station	\$1,621,550	\$1,563,330	\$1,758,182	\$1,870,435	\$1,889,060	\$1,889,060
Vehicle Maintenance	\$537,630	\$458,294	\$456,889	\$525,608	\$523,608	\$523,608
Buildings & Grounds	\$775,869	\$794,076	\$730,284	\$798,601	\$727,170	\$727,170
Cemetery	\$222,364	\$223,779	\$251,761	\$263,122	\$237,622	\$237,622
Code Enforcement	\$361,745	\$358,985	\$352,810	\$379,915	\$379,415	\$379,415
Recreation	\$591,181	\$580,036	\$596,532	\$596,296	\$596,296	\$596,296
Parks	\$908,574	\$884,311	\$906,758	\$979,181	\$979,181	\$979,181

Town of Derry, NH  
FY2018 Town Council Adopted Budget  
Totals  
Summary

Department/Activity Center	FY 2015 Revised Budget	FY 2016 Revised Budget	FY 2017 Revised Budget	FY 2018 Department Recommended	FY 2018 Town Administrator Proposed	FY 2018 Town Council Adopted
Town Clerk & Elections	\$192,024	\$185,638	\$202,569	\$188,982	\$184,482	\$184,482
Town Clerk	\$131,581	\$135,568	\$137,778	\$149,759	\$145,259	\$145,259
Elections	\$60,443	\$50,070	\$64,791	\$39,223	\$39,223	\$39,223
<b>Total for Town Services</b>	<b>\$36,547,738</b>	<b>\$37,851,419</b>	<b>\$38,585,827</b>	<b>\$42,006,386</b>	<b>\$40,934,164</b>	<b>\$40,855,189</b>
Wastewater	\$2,224,637	\$2,357,866	\$2,707,563	\$2,403,572	\$2,402,500	\$2,402,500
Water	\$2,683,241	\$2,551,611	\$2,591,672	\$2,759,998	\$2,758,926	\$2,758,926
Cable	\$310,088	\$324,077	\$419,143	\$457,617	\$457,617	\$457,617
TIF Districts	\$246,838	\$743,775	\$322,316	\$533,308	\$533,308	\$533,308
<b>Total for Other Services</b>	<b>\$5,464,804</b>	<b>\$5,977,329</b>	<b>\$6,040,694</b>	<b>\$6,154,495</b>	<b>\$6,152,351</b>	<b>\$6,152,351</b>
<b>Grand Totals</b>	<b>\$42,012,542</b>	<b>\$43,828,748</b>	<b>\$44,626,521</b>	<b>\$48,160,881</b>	<b>\$47,086,515</b>	<b>\$47,007,540</b>

(1) Effective in FY2011 in accordance with GASB #54, the Town is required to account differently for the two libraries. Expenditures funded by the Town appropriation will be accounted for in the General Fund under separate activity center for each of the libraries. Expenditures utilizing library generated revenue will be accounted for in their respective special revenue fund.

Town of Derry, NH  
FY2018 Town Council Adopted Budget  
Net increase / (Decrease) Comparison

Department/Activity Center	FY 2017 REVISED BUDGET			FY 2018 TOWN ADMINISTRATOR PROPOSED BUDGET			VARIANCE
	Expenditures	Revenue	Net Expense (Revenue)	Expenditures	Revenue	Net Expense (Revenue)	Increase (Decrease) from Prior Year
Emergency Management	\$69,361	\$0	\$69,361	\$63,444	\$0	\$63,444	(\$5,917)
Executive	\$1,375,704	\$87,038	\$1,288,666	\$1,849,427	\$511,707	\$1,337,720	\$49,054
Administration	\$536,378	\$3,900	\$532,478	\$764,905	\$234,631	\$530,274	(\$2,204)
Health	\$83,323	\$32,950	\$50,373	\$83,558	\$33,590	\$49,968	(\$405)
Community Development	\$130,000	\$0	\$130,000	\$184,502	\$0	\$184,502	\$54,502
Information Technology	\$626,003	\$50,188	\$575,815	\$816,462	\$243,486	\$572,976	(\$2,839)
Finance	\$5,039,393	\$9,584,208	(\$4,544,815)	\$5,899,611	\$11,045,550	(\$5,145,939)	(\$601,124)
Human Services	\$389,963	\$13,500	\$376,463	\$399,585	\$13,500	\$386,085	\$9,622
Assessor	\$512,083	\$98,027	\$414,056	\$469,557	\$98,004	\$371,553	(\$42,503)
Finance	\$730,279	\$6,100	\$724,179	\$669,106	\$600	\$668,506	(\$55,673)
Tax Collector	\$792,166	\$6,449,965	(\$5,657,799)	\$798,423	\$6,498,100	(\$5,699,677)	(\$41,878)
Other Municipal Obligations	\$2,614,902	\$3,016,816	(\$401,714)	\$3,562,940	\$4,435,346	(\$872,406)	(\$470,692)
Fire	\$11,923,277	\$3,086,702	\$8,836,575	\$11,744,452	\$2,581,287	\$9,163,165	\$326,590
Prevention & Emergency Services	\$10,950,487	\$2,691,832	\$8,258,655	\$10,810,222	\$2,218,674	\$8,591,548	\$332,893
Dispatch	\$972,790	\$394,870	\$577,920	\$934,230	\$362,613	\$571,617	(\$6,303)
Libraries (1)	\$1,494,860	\$73,254	\$1,421,606	\$1,456,565	\$2,000	\$1,454,565	\$32,959
Derry Public Library	\$1,311,414	\$71,254	\$1,240,160	\$1,273,673	\$0	\$1,273,673	\$33,513
Taylor Library	\$183,446	\$2,000	\$181,446	\$182,892	\$2,000	\$180,892	(\$554)
Planning	\$266,367	\$32,450	\$233,917	\$283,527	\$32,450	\$251,077	\$17,160
Police	\$9,637,024	\$1,049,290	\$8,587,734	\$9,236,431	\$100,755	\$9,135,676	\$547,942
Police	\$9,557,023	\$1,044,660	\$8,512,363	\$9,145,628	\$95,648	\$9,049,980	\$537,617
Animal Control	\$80,001	\$4,630	\$75,371	\$90,803	\$5,107	\$85,696	\$10,325
Public Works	\$9,107,383	\$2,982,249	\$6,125,134	\$10,137,250	\$3,833,462	\$6,303,788	\$178,654
Highway	\$4,054,167	\$1,234,364	\$2,819,803	\$4,804,898	\$2,038,143	\$2,766,755	(\$53,048)
Transfer Station	\$1,758,182	\$883,251	\$874,931	\$1,889,060	\$910,707	\$978,353	\$103,422
Vehicle Maintenance	\$456,889	\$0	\$456,889	\$523,608	\$40,000	\$483,608	\$26,719
Buildings & Grounds	\$730,284	\$115,837	\$614,447	\$727,170	\$116,233	\$610,937	(\$3,510)
Cemetery	\$251,761	\$140,600	\$111,161	\$237,622	\$115,600	\$122,022	\$10,861
Code Enforcement	\$352,810	\$277,125	\$75,685	\$379,415	\$234,125	\$145,290	\$69,605
Recreation	\$596,532	\$195,702	\$400,830	\$596,296	\$182,955	\$413,341	\$12,511
Parks	\$906,758	\$135,370	\$771,388	\$979,181	\$195,699	\$783,482	\$12,094

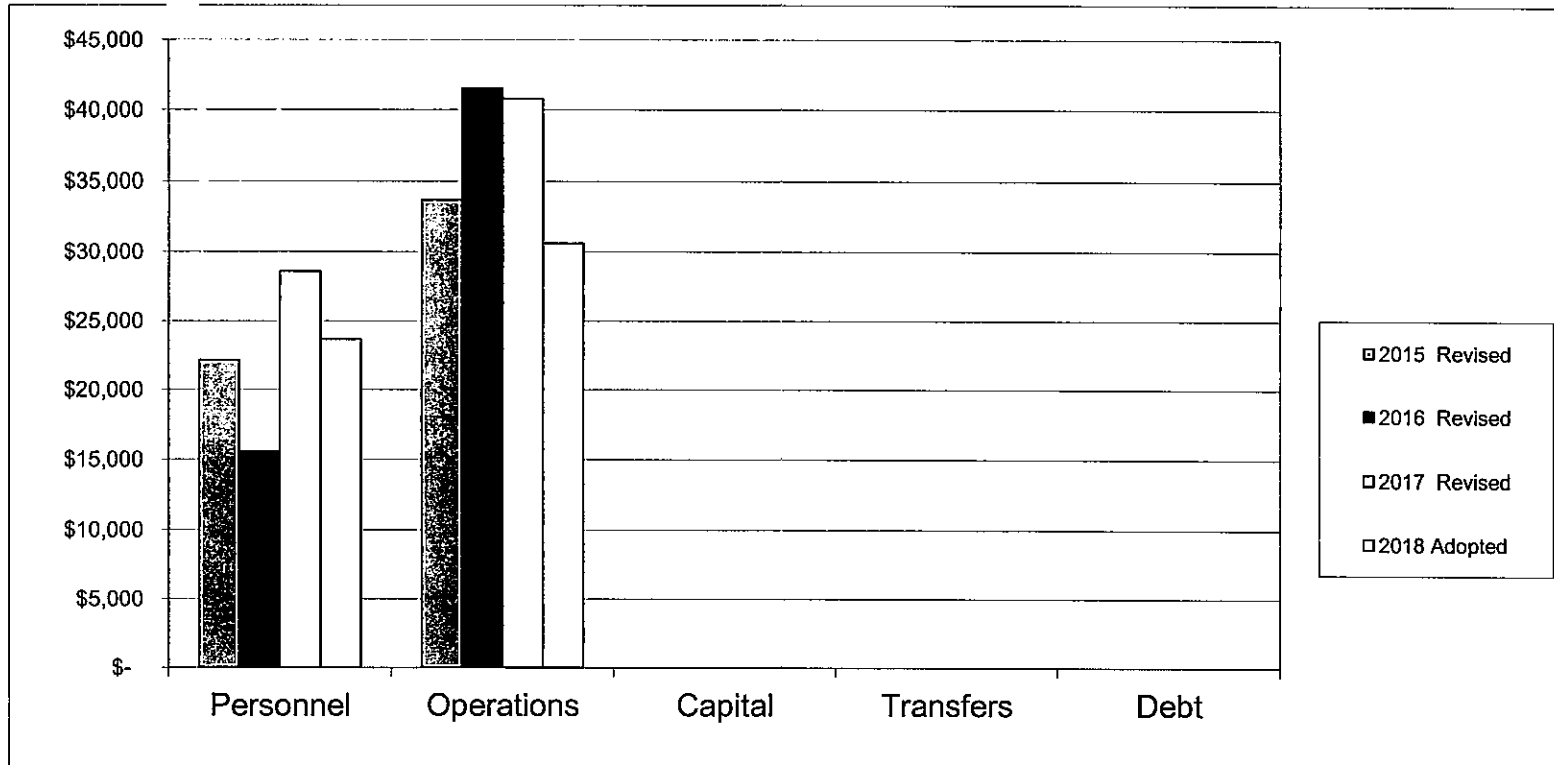
Town of Derry, NH  
FY2018 Town Council Adopted Budget  
Net increase / (Decrease) Comparison

Department/Activity Center	FY 2015 REVISED BUDGET			FY 2018 Town Administrator Proposed			VARIANCE
	Expenditures	Revenue	Net Expense (Revenue)	Expenditures	Revenue	Net Expense (Revenue)	Increase (Decrease) from Prior Year
Town Clerk & Elections	\$202,569	\$62,761	\$139,808	\$184,482	\$67,136	(\$27,913)	(\$167,721)
Town Clerk	\$137,778	\$62,636	\$75,142	\$145,259	\$67,011	(\$27,788)	(\$102,930)
Elections	\$64,791	\$125	\$64,666	\$39,223	\$125	(\$125)	(\$64,791)
<b>Total for Town Services</b>	<b>\$39,115,938</b>	<b>\$16,957,952</b>	<b>\$22,157,986</b>	<b>\$40,855,189</b>	<b>\$18,174,347</b>	<b>\$22,535,583</b>	<b>\$377,597</b>
Wastewater	\$2,707,563	\$2,224,637	\$482,926	\$2,402,500	\$2,402,500	\$0	(\$482,926)
Water	\$2,595,906	\$2,683,241	(\$87,335)	\$2,758,926	\$2,758,926	\$0	\$87,335
Cable	\$419,143	\$419,143	\$0	\$457,617	\$457,617	\$0	\$0
TIF Districts	\$322,316	\$322,316	\$0	\$533,308	\$533,308	\$0	\$0
<b>Total for Other Services</b>	<b>\$6,044,928</b>	<b>\$5,649,337</b>	<b>\$395,591</b>	<b>\$6,152,351</b>	<b>\$6,152,351</b>	<b>\$0</b>	<b>-\$395,591</b>
<b>Grand Totals</b>	<b>\$45,160,866</b>	<b>\$22,607,289</b>	<b>\$22,553,577</b>	<b>\$47,007,540</b>	<b>\$24,326,698</b>	<b>\$22,535,583</b>	<b>(\$17,994)</b>

(1) Effective in FY2011 in accordance with GASB #54, the Town is required to account differently for the two libraries. Expenditures funded by the Town appropriation will be accounted for in the General Fund under separate activity center for each of the libraries. Expenditures utilizing library generated revenue will be accounted for in their respective special revenue fund.

# **EMERGENCY MANAGEMENT**

**Town of Derry, NH  
Emergency Management Budget Comparison  
FY2015 - FY2018**



	2015 Revised	2016 Revised	2017 Revised	2018 Adopted	% Change FY17-FY18
Personnel	\$ 22,130	\$ 15,523	\$ 28,576	\$ 23,669	-17.2%
Operations	33,668	41,501	40,785	30,628	-24.9%
Capital	-	-	-	-	N/A
Transfers	-	-	-	-	N/A
Debt	-	-	-	-	N/A
<b>Total</b>	<b>\$ 55,798</b>	<b>\$ 57,024</b>	<b>\$ 69,361</b>	<b>\$ 54,297</b>	<b>-21.7%</b>

## **Town of Derry, NH**

### **Department Mission and Objectives Fiscal Year 2018**

<b>DEPARTMENT: Emergency Management</b>	<b>ACTIVITY CENTER:</b>
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The Derry Bureau of Emergency Management (EM) leads the community effort to prepare the Town of Derry to effectively mitigate, prepare for, respond to, and recover from any natural or human-made disaster. Emergency Management assists other town departments in developing contingency emergency plans and maintains a comprehensive all hazards Emergency Operations Plan. EM serves as the coordinating agency among town departments and the conduit for communication with the NH Department of Homeland Security/Emergency Management during times of emergency/disaster.

EM maintains an Emergency Operations Center (EOC) which can be opened any day of the week, at any given time. The EOC is equipped with back-up power, computers, state of the art communication equipment and meeting space for emergency management personnel. The EOC has the ability to monitor weather conditions, communicate with the State of NH EOC, all town departments and area amateur radio operators. The EOC is also capable of broadcasting emergency information to the public through the internet, local cable television, Low Band AM Radio Station 1610 and an interactive automated telephone communication system (Code Red™). The EOC coordinates resources, monitors conditions, and coordinates emergency shelter openings as required as well as coordinated emergency response between fire, police and public works.

#### **DEPARTMENT OBJECTIVES**

We shall:

- Minimize the loss of life and damage to property from fire through educating the public to prepare for possible natural or human made disasters. Emergency Management will provide Public Information through the use of Social Media, 1610 AM radio, Derry CATV, local media and literature. We shall provide information to the public regarding pertinent local information including shelter information, road closures and emergency supplies.
- Continue to work with the local utility companies to develop plans that will assist the Town, its citizens and businesses during power disruptions. This will include but not be limited to coordinating the Towns GIS system with mapping and resources of the local utility companies. We will coordinate our efforts with the Regional Public Health Network to prepare

## **Town of Derry, NH**

### **Department Mission and Objectives Fiscal Year 2018**

to respond to individuals who are power dependent as a result of their medical status.

- Enhance short and long term plans for sheltering, warming and cooling station locations for Derry citizens. Develop a plan to increase our awareness and ability to respond to the at-risk population in Derry. This will include local as well as regional sheltering planning.
- In FY 2018 the Bureau will conduct training, including incident command training, and conduct table top drills with all Derry Department and Bureau heads to bring those employees that have responsibilities under the EOP into compliance with national recognized standards for emergency operations through the National Response Framework.

### **PROGRAMS AND ACTIVITIES**

**Emergency Planning and Training:** The Bureau continues to review and update the Derry Emergency Operations Plan. The Bureau is continuously reviewing and updating the Town of Derry Emergency Operations Plan and all its Emergency Support Functions (ESF). This is an on-going activity which involves bolstering of the Emergency Operations Plan (EOP) and developing policies and procedures to support it.

**Community Emergency Response Team (CERT):** During FY17 – Derry Emergency Management reinitiated our local CERT. We look forward to watching this team progress, and make our community safer during large scale incidents.

**Community Notification Systems:** The Bureau continues to use Social Media, Code Red™ and our low band AM radio station 1610 AM in that is used for local information and community notification. Derry Emergency Management has made upgrades to the system by placing repeaters in Town in order to increase the clarity and effectiveness of the range of the radio station.



Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

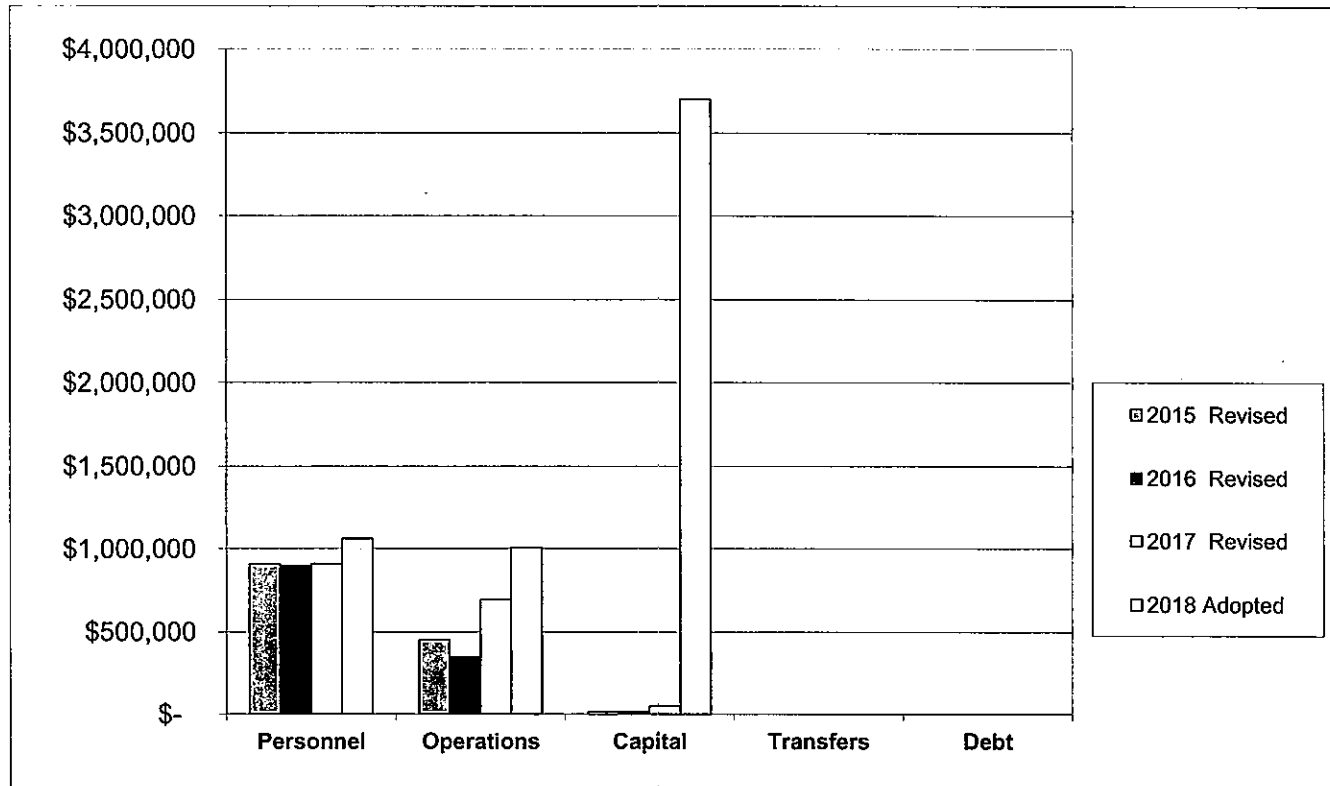
12 Department: EMERGENCY MANAGEMENT DEPT		Activity Center : EMERGENCY MANAGEMENT						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
120	EM TEMPORARY POSITIONS	0	0	0	0	0	0	0
140	EM OVERTIME	6,000	2,656	19,000	19,000	0	15,000	15,000
200	EM EMPLOYEE BENEFITS	6,298	954	6,351	6,897	546	5,444	5,444
291	EM TRAINING & CONFERENCES	2,700	0	2,700	2,700	0	2,700	2,700
292	EM UNIFORMS	525	0	525	525	0	525	525
	<b>TOTAL Personnel Services</b>	<b>15,523</b>	<b>3,610</b>	<b>28,576</b>	<b>29,122</b>	<b>546</b>	<b>23,669</b>	<b>23,669</b>
<b>Operations &amp; Maintenance</b>								
341	EM TELEPHONE	3,420	3,948	4,392	4,734	342	4,734	0
342	EM DATA PROCESSING	16,518	16,194	16,518	16,518	0	16,518	15,000
430	EM REPAIRS & MAINTENANCE	2,500	2,299	2,500	2,700	200	2,700	2,700
440	EM RENTAL & LEASES	4,450	1,619	2,695	2,695	0	2,695	0
550	EM PRINTING	500	0	500	500	0	500	500
560	EM DUES & SUBSCRIPTIONS	870	526	510	860	350	860	860
610	EM GENERAL SUPPLIES	2,450	418	2,450	2,450	0	1,650	1,650
620	EM OFFICE SUPPLIES	500	0	500	500	0	500	500
625	EM POSTAGE	50	206	50	50	0	50	50
630	EM MAINT & REPAIR SUPPLIES	3,000	0	3,000	3,600	600	3,600	3,600
635	EM GASOLINE	750	1,200	800	1,100	300	1,100	1,100
636	EM DIESEL FUEL	268	97	220	180	(40)	180	180
640	EM CUSTODIAL & HOUSEKEEPING	100	0	100	100	0	100	100
660	EM VEHICLE REPAIRS	1,000	1,069	1,000	1,000	0	1,000	1,000
670	EM BOOKS & PERIODICALS	150	0	150	150	0	150	150
690	EM OTHER NON CAPITAL	4,975	2,314	5,400	3,438	(1,962)	3,438	3,238
	<b>TOTAL Operations &amp; Maintenance</b>	<b>41,501</b>	<b>33,891</b>	<b>40,785</b>	<b>40,575</b>	<b>(210)</b>	<b>39,775</b>	<b>30,628</b>
<b>Capital Outlay</b>								
740	EM MACHINERY & EQUIPMENT	0	0	0	0	0	0	0
	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>4,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

12 Department: EMERGENCY MANAGEMENT DEPT		Activity Center : EMERGENCY MANAGEMENT						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
	Transfers							
	Debt Service							
	TOTAL EMERGENCY MANAGEMENT	57,024	42,401	69,361	69,697	336	63,444	54,297

# EXECUTIVE

**Town of Derry, NH  
Executive Department Budget Comparison  
FY2015 - FY2018**



	2015 Revised	2016 Revised	2017 Revised	2018 Adopted	% Change FY17-FY18
Personnel	\$ 908,492	\$ 894,937	\$ 910,257	\$ 1,060,887	16.5%
Operations	452,281	345,504	696,476	1,006,529	44.5%
Capital	17,000	12,735	48,000	3,701,567	7611.6%
Transfers	-	-	-	-	N/A
Debt	723	-	-	-	N/A
Total	\$ 1,585,155	\$ 1,378,496	\$ 1,329,834	\$ 5,768,983	333.8%

Excludes Cable

**Town of Derry, NH**  
**Department Mission and Objectives**  
**Fiscal Year 2018**

DEPARTMENT: Executive

ACTIVITY CENTER: Town Administration

Mission:

Provide senior management oversight and support of all Town departments; assist the Town Council as an advisor and through policy implementation; maintain working relationships with organizations and entities to improve the quality of life in Derry; maintain a strong focus on economic development and growth of the Town's tax base; and ensure the delivery of efficient, equitable and responsive quality services to all citizens.

Objectives:

- Provide information, resources and administrative guidance to enable the Town Council to maximize its effectiveness as the Town's legislative body.
- Ensure the delivery of high quality services to the community while maintaining prudent fiscal practices.
- Respond efficiently, competently and effectively to economic opportunities or economic set-backs. Utilize internal and external personnel, regional, state and federal resources, volunteers and existing businesses and enterprises in a cost-effective team approach to address any opportunities that arise. Continue to provide dedicated focus and resources on downtown development through community participation, developing Town-owned parcels and providing parking, signage, lighting and safety services. Attract and encourage continued desirable investment in the Route 28 Tax Increment Financing District, further enabling job creation, enhancing the tax base and providing the necessary funding for the bonds for the Route 28 improvements.
- Promote increased/enhanced employee productivity and satisfaction through effective labor and employee relations practices.
- Maintain positive cooperative beneficial relationships with Derry Cooperative School District, Pinkerton Academy, Derry Public Library and Taylor Library and always seek opportunities to improve the quality and cost of services we provide to our citizens.
- Continually review the effectiveness of the organization and seek opportunities for further improvement and streamlining of Town operations within the restrictions of available resources and applicable regulations.
- Continue to provide and enhance the delivery of public service and information through the effective use of the Town's web page and other Internet-based applications.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

30 Department: EXECUTIVE DEPT		Activity Center : ADMINISTRATION						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	ADM PERMANENT POSITIONS	371,458	255,205	311,063	368,805	57,742	344,779	344,779
130	ADM ELECTED OFFICIALS	20,600	20,600	20,600	20,600	0	20,600	20,600
140	ADM OVERTIME	250	3,772	250	250	0	250	250
190	ADM OTHER COMPENSATION	25,510	18,830	17,812	20,201	2,389	20,201	14,278
200	ADM EMPLOYEE BENEFITS	131,302	73,287	103,899	116,946	13,047	82,180	81,042
291	ADM TRAINING & CONFERENCES	3,300	4,092	3,300	5,000	1,700	5,000	5,000
	<b>TOTAL Personnel Services</b>	<b>552,420</b>	<b>379,685</b>	<b>456,924</b>	<b>531,802</b>	<b>74,878</b>	<b>473,010</b>	<b>465,949</b>
<b>Operations &amp; Maintenance</b>								
330	ADM MANAGEMENT SERVICES	1,000	0	1,000	1,000	0	1,000	1,000
341	ADM TELEPHONE	2,400	1,781	2,460	1,740	(720)	1,740	0
390	ADM OTHER PROFESSIONAL SERVICE	9,150	105,716	29,150	10,000	(19,150)	10,000	10,000
430	ADM REPAIRS & MAINTENANCE	100	247	100	100	0	100	100
440	ADM RENTAL & LEASES	1,596	705	1,596	1,596	0	1,596	96
550	ADM PRINTING	10,000	8,686	10,000	10,000	0	10,000	10,000
560	ADM DUES & SUBSCRIPTIONS	29,055	27,348	29,548	31,878	2,330	31,878	31,878
610	ADM GENERAL SUPPLIES	3,000	5,059	3,000	3,000	0	2,500	2,500
620	ADM OFFICE SUPPLIES	2,000	1,390	2,000	2,000	0	1,750	1,750
625	ADM POSTAGE	600	812	600	600	0	600	600
	<b>TOTAL Operations &amp; Maintenance</b>	<b>58,901</b>	<b>152,838</b>	<b>79,454</b>	<b>61,914</b>	<b>(17,540)</b>	<b>61,164</b>	<b>57,924</b>
<b>Capital Outlay</b>								
<b>Transfers</b>								
<b>Debt Service</b>								
	<b>TOTAL ADMINISTRATION</b>	<b>611,321</b>	<b>532,523</b>	<b>536,378</b>	<b>593,716</b>	<b>57,338</b>	<b>534,174</b>	<b>523,873</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
ADMINISTRATION

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
13002000 032101 BUSINESS LICENSES & PERMITS							
	3,720.00	3,800.00	3,800.00	3,800.00	3,800.00	3,800.00	
13004000 034013 ADM COPY CHARGES							
	56.25	100.00	100.00	100.00	100.00	100.00	
13005000 035061 ADM W/COMP & DISABILITY REIMB							
	8,750.00	.00	.00	.00	.00	.00	
13005000 035090 ADM MISCELLANEOUS REVENUE							
	30.00	.00	.00	.00	.00	.00	
TOTAL GOV GENERAL FUND	12,556.25	3,900.00	3,900.00	3,900.00	3,900.00	3,900.00	
TOTAL ADMINISTRATION	12,556.25	3,900.00	3,900.00	3,900.00	3,900.00	3,900.00	

# **Community Development**



Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

31 Department: EXECUTIVE DEPT		Activity Center : COMMUNITY DEVELOPMENT						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	CD PERMANENT POSITIONS	0	0	0	85,000	85,000	87,407	87,407
200	CD EMPLOYEE BENEFITS	0	0	0	40,556	40,556	35,206	35,206
291	CD TRAINING & CONFERENCES	0	0	0	740	740	740	740
	<b>TOTAL Personnel Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>126,296</b>	<b>126,296</b>	<b>123,353</b>	<b>123,353</b>
<b>Operations &amp; Maintenance</b>								
341	CD TELEPHONE	0	0	0	1,200	1,200	1,200	0
390	CD OTHER PROFESSIONAL SERVICE	0	0	130,000	55,000	(75,000)	55,000	55,000
540	CD ADVERTISING	0	0	0	1,000	1,000	1,000	1,000
550	CD DUES & SUBSCRIPTIONS	0	0	0	2,210	2,210	2,210	2,210
610	CD HOSPITALITY	0	0	0	1,000	1,000	1,000	1,000
620	CD OFFICE SUPPLIES	0	0	0	500	500	500	500
625	CD POSTAGE	0	0	0	100	100	100	100
670	CD BOOKS & PERIODICALS	0	0	0	139	139	139	139
	<b>TOTAL Operations &amp; Maintenance</b>	<b>0</b>	<b>0</b>	<b>130,000</b>	<b>61,149</b>	<b>(68,851)</b>	<b>61,149</b>	<b>59,949</b>
	<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>0</b>	<b>0</b>	<b>130,000</b>	<b>187,445</b>	<b>57,445</b>	<b>184,502</b>	<b>183,302</b>

# **INFORMATION TECHNOLGY**

## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

#### DEPARTMENT: INFORMATION TECHNOLOGY AND GIS

##### DEPARTMENT MISSION:

It is this department's objective to provide both application and hardware support for the Town of Derry's end users and computer systems. With an emphasis on basic issues such as; training, expedited help desk support and further application/data development. In turn allowing departments to work more efficiently in providing greater services to Derry's citizens.

##### DEPARTMENT OBJECTIVES:

- Continued implementation of ArcGIS online applications.
- To provide continued solutions for enhanced customer service through on-line applications.
- Continue to provide educational and application support to all end users.
- Continued expansion of enhanced network functionality to outlying DFD facilities.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

32 Department: EXECUTIVE DEPT		Activity Center : INFORMATION TECHNOLOGY						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	IT PERMANENT POSITIONS	194,748	195,390	192,775	214,132	21,357	214,132	214,132
140	IT OVERTIME	2,000	356	2,000	2,000	0	2,000	2,000
190	IT OTHER COMPENSATION	11,280	11,897	11,188	14,447	3,259	14,447	1,450
200	IT EMPLOYEE BENEFITS	87,264	85,044	86,583	88,456	1,873	88,456	86,234
291	IT TRAINING & CONFERENCES	8,225	1,996	8,225	8,225	0	8,225	8,225
	<b>TOTAL Personnel Services</b>	<b>303,517</b>	<b>294,683</b>	<b>300,771</b>	<b>327,260</b>	<b>26,489</b>	<b>327,260</b>	<b>312,041</b>
<b>Operations &amp; Maintenance</b>								
341	IT TELEPHONE	12,850	10,341	7,150	7,150	0	7,150	115,973
342	IT DATA PROCESSING	141,956	145,100	150,576	178,485	27,909	178,485	279,207
390	IT OTHER PROFESSIONAL SERVICES	33,738	9,889	17,000	8,000	(9,000)	8,000	8,000
430	IT REPAIRS & MAINTENANCE	2,500	0	2,500	2,500	0	2,500	2,500
440	IT RENTAL & LEASES	19,490	18,802	19,490	19,490	0	19,490	64,070
550	IT PRINTING	2,990	2,996	2,790	3,115	325	3,115	3,115
560	IT DUES & SUBSCRIPTIONS	150	553	550	550	0	550	550
610	IT GENERAL SUPPLIES	3,864	315	3,864	3,964	100	2,964	2,964
620	IT OFFICE SUPPLIES	400	359	400	400	0	400	400
625	IT POSTAGE	300	1,486	300	500	200	500	500
630	IT MAINT & REPAIR SUPPLIES	2,500	498	2,500	2,500	0	2,500	2,500
670	IT BOOKS & PERIODICALS	370	0	370	370	0	370	370
690	IT OTHER NON CAPITAL	34,470	31,272	42,131	12,275	(29,856)	12,275	27,475
	<b>TOTAL Operations &amp; Maintenance</b>	<b>255,578</b>	<b>221,612</b>	<b>249,621</b>	<b>239,299</b>	<b>(10,322)</b>	<b>238,299</b>	<b>507,624</b>
<b>Capital Outlay</b>								
740	IT MACHINERY & EQUIPMENT	27,735	25,912	75,611	181,664	106,053	181,664	0
780	IT INTANGIBLE ASSETS	0	0	0	44,841	44,841	44,841	44,841
	<b>TOTAL Capital Outlay</b>	<b>27,735</b>	<b>25,912</b>	<b>75,611</b>	<b>226,505</b>	<b>150,894</b>	<b>226,505</b>	<b>44,841</b>
<b>Transfers</b>								
<b>Debt Service</b>								

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

32 Department: EXECUTIVE DEPT		Activity Center : INFORMATION TECHNOLOGY						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
980	IT DEBT SERVICE	0	0	0	24,398	24,398	24,398	0
	TOTAL Debt Service	0	0	0	24,398	24,398	24,398	0
	TOTAL INFORMATION TECHNOLOGY	586,830	542,207	626,003	817,462	191,459	816,462	864,506

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
INFORMATION TECHNOLOGY

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
13203000 033793 CAB REIMBURSEMENTS-GOVERNMENTAL	.00	.00	.00	4,288.00	4,288.00	4,288.00	_____
13203000 033793 WTR INTERGOV REIMB FROM WATER	.00	569.00	569.00	17,542.00	17,542.00	17,542.00	_____
13203000 033793 WW INTERGOV REIMB FROM WASTEWTR	.00	569.00	569.00	14,784.00	14,784.00	14,784.00	_____
13204000 034012 FEES-GIS	600.00	800.00	800.00	800.00	800.00	800.00	_____
13205000 035011 IT SALE OF TOWN PROPERTY	118.00	250.00	250.00	10.00	10.00	10.00	_____
13208000 039390 IT CAPITAL LEASE REVENUE	.00	.00	.00	114,998.00	114,998.00	.00	_____
13209000 039399 EGOV USE EGOV CAP RESERVE FUNDBAL	.00	48,000.00	48,000.00	91,064.00	91,064.00	.00	_____
TOTAL GOV GENERAL FUND	718.00	50,188.00	50,188.00	243,486.00	243,486.00	37,424.00	_____
TOTAL INFORMATION TECHNOLOGY	718.00	50,188.00	50,188.00	243,486.00	243,486.00	37,424.00	_____

# **Human Services**

## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

Department: Executive

Activity Center: Human Services

Department Mission:

To provide emergency assistance to individuals and families in Derry who lack adequate resources. We strive to improve the quality of life for those disadvantaged members of our community, in the most professional way possible.

Our department uses both the 2012 Edition of the Art of Welfare Administration and the Town of Derry's Human Services Guidelines (Adopted November 2012) to determine client's eligibility for assistance.

We assist our clients in accordance with state law in a courteous and efficient manner. We provide superior customer service to the Town's citizens and the public through referrals on the telephone and assistance in person.

Department Objectives:

- 1) Provide a high level of service to the community through referrals, community outreach, and direct assistance.
- 2) Promote fiscal responsibility for each client and devise basic need budgets.
- 3) Continue to build strong relationships with area agencies that serve our clients.
- 4) Disburse Town's funds wisely, tally disbursements accurately, and seek reimbursement, when possible.
- 5) Record welfare liens and discharges at the Rockingham County Registry of Deeds, in a timely manner.
- 6) Maintain accurate client files consisting of all applications, supporting documentation, notices of decisions, internal notes, voucher copies, and ledgers.
- 7) Maintain timely, accurate monthly statistics of assistance issued.
- 8) Continue to operate the workfare program.
- 9) Review the Town of Derry Human Services Guidelines annually and recommend updates, when necessary.



Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

36 Department: EXECUTIVE DEPT		Activity Center : HUMAN SERVICES						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	HS PERMANENT POSITIONS	98,773	98,490	98,503	110,723	12,220	110,723	110,723
190	HS OTHER COMPENSATION	0	0	3,833	520	(3,313)	520	520
200	HS EMPLOYEE BENEFITS	49,667	49,489	49,926	48,096	(1,830)	48,096	48,096
291	HS TRAINING & CONFERENCES	300	324	300	205	(95)	205	205
	<b>TOTAL Personnel Services</b>	<b>148,740</b>	<b>148,303</b>	<b>152,562</b>	<b>159,544</b>	<b>6,982</b>	<b>159,544</b>	<b>159,544</b>
<b>Operations &amp; Maintenance</b>								
341	HS TELEPHONE	540	464	540	540	0	540	0
440	HS RENTAL & LEASES	456	107	456	236	(220)	236	36
550	HS PRINTING	210	0	100	100	0	100	100
560	HS DUES & SUBSCRIPTIONS	105	0	105	65	(40)	65	65
610	HS GENERAL SUPPLIES	60	57	60	60	0	60	60
620	HS OFFICE SUPPLIES	840	674	840	840	0	840	840
625	HS POSTAGE	600	218	400	300	(100)	300	300
810	HS HUMAN SERVICE PAYMENTS	266,384	243,977	234,900	241,900	7,000	237,900	237,900
	<b>TOTAL Operations &amp; Maintenance</b>	<b>269,195</b>	<b>245,498</b>	<b>237,401</b>	<b>244,041</b>	<b>6,640</b>	<b>240,041</b>	<b>239,301</b>
<b>Capital Outlay</b>								
<b>Transfers</b>								
<b>Debt Service</b>								
980	HS DEBT SERVICE	0	0	0	0	0	0	0
	<b>TOTAL Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL HUMAN SERVICES</b>	<b>417,935</b>	<b>393,801</b>	<b>389,963</b>	<b>403,585</b>	<b>13,622</b>	<b>399,585</b>	<b>398,845</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
HUMAN SERVICES

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
13603000 033592 NH REIMB OF PUBLIC WELFARE							
2,299.08 1,000.00			1,000.00	1,000.00	1,000.00	1,000.00	
13605000 035061 HS W/COMP & DISABILITY REIMB							
.00 .00			.00	.00	.00	.00	
13605000 035063 HS REIMBURSEMENT-NONGOVERNMENT							
11,440.29 10,000.00			10,000.00	10,000.00	10,000.00	10,000.00	
13605000 035082 CONTRIBUTIONS							
.00 1,000.00			1,000.00	1,000.00	1,000.00	1,000.00	
13606000 039160 HUMTR TFR FROM S BROWN HS TRUST							
1,500.00 1,500.00			1,500.00	1,500.00	1,500.00	1,500.00	
TOTAL GOV GENERAL FUND							
15,239.37 13,500.00			13,500.00	13,500.00	13,500.00	13,500.00	
TOTAL HUMAN SERVICES							
15,239.37 13,500.00			13,500.00	13,500.00	13,500.00	13,500.00	

**CAPITAL  
IMPROVEMENT  
PLAN (CIP)  
for  
Fiscal Years  
2018-2023**

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

35 Department: EXECUTIVE DEPT		Activity Center : CAPITAL EXPENDITURES						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Capital Outlay</b>								
730	CAP EXP OTHER IMPROVEMENTS	0	0	0	0	0	0	400,000
740	CAP EXP MACHINERY & EQUIP	0	0	0	0	0	0	2,277,726
760	CAP EXP VEHICLES & EQUIP	0	0	0	0	0	0	890,000
	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,567,726</b>
	<b>TOTAL CAPITAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,567,726</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
CAPITAL EXPENDITURES

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
13507000 039340 HWY BOND & NOTE							
	.00	.00	.00	.00	.00	400,000.00	
13508000 039390 HWY CAPITAL LEASE REVENUE		.00	.00	.00	.00	300,000.00	
	.00	.00	.00	.00	.00		
13508000 039390 IT CAPITAL LEASE REVENUE		.00	.00	.00	.00	114,998.00	
	.00	.00	.00	.00	.00		
13508000 039390 OMO CAPITAL LEASE REVENUE		.00	.00	.00	.00	1,610,012.00	
	.00	.00	.00	.00	.00		
13508000 039390 P&ES CAPITAL LEASE REVENUE		.00	.00	.00	.00	350,000.00	
	.00	.00	.00	.00	.00		
13509000 039399 HWY BUDGETARY USE OF FUND BALANCE		.00	.00	.00	.00	68,000.00	
	.00	.00	.00	.00	.00		
13509000 039399 IT BUDGETARY USE OF FUND BALANCE		.00	.00	.00	.00	66,666.00	
	.00	.00	.00	.00	.00		
13509000 039399 P&ES BUDGETARY USE OF FUND BALANCE		.00	.00	.00	.00	336,050.00	
	.00	.00	.00	.00	.00		
13509000 039399 PRK BUDGETARY USE OF FUND BALANCE		.00	.00	.00	.00	130,000.00	
	.00	.00	.00	.00	.00		
13509000 039399 TS BUDGETARY USE OF FUND BALANCE		.00	.00	.00	.00	152,000.00	
	.00	.00	.00	.00	.00		
13509000 039399 VM BUDGETARY USE OF FUND BALANCE		.00	.00	.00	.00	40,000.00	
	.00	.00	.00	.00	.00		
TOTAL GOV GENERAL FUND	.00	.00	.00	.00	.00	3,567,726.00	
TOTAL CAPITAL EXPENDITURES	.00	.00	.00	.00	.00	3,567,726.00	

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

33 Department: EXECUTIVE DEPT		Activity Center : EMT-EXPEND MAINTAINANCE TRUST						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Operations &amp; Maintenance</b>								
431	EMT BUILDINGS AND GROUNDS REP	0	0	0	0	0	116,731	116,731
432	EMT CEMETERY REPAIRS	0	0	0	0	0	25,000	25,000
	<b>TOTAL Operations &amp; Maintenance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>141,731</b>	<b>141,731</b>
<b>Capital Outlay</b>								
700	EMT DMC-LAND & IMP	0	0	0	0	0	30,000	30,000
701	EMT P&ES BUILDINGS & IMP	0	0	0	0	0	59,000	59,000
	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>89,000</b>	<b>89,000</b>
	<b>TOTAL EMT-EXPEND MAINTAINANCE TRUST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>230,731</b>	<b>230,731</b>

# NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:		2016	2017	2017	2018	2018	2018	
EMT-EXPEND	MAINTAINANCE TRUST	ACTUAL	ORIG BUD	REVISED BUD	Dept Final	Town Admin	Adopted	COMMENT
1000	GOV GENERAL FUND							
13309000	039399 EMT EMT USE OF FUND BALANCE	.00	.00	.00	.00	230,731.00	230,731.00	
	TOTAL GOV GENERAL FUND	.00	.00	.00	.00	230,731.00	230,731.00	
	TOTAL EMT-EXPEND MAINTAINANC	.00	.00	.00	.00	230,731.00	230,731.00	

TOWN OF DERRY, NH										
Preliminary Six Year Capital Improvement Plan										
Fiscal Years 2018 - 2023										
Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>POLICE</b>										
Marked Cruiser Replacement Program (Ford Interceptor)	Purchase or lease marked fleet every three years. Year 1 - Year 3	387,460	Lease/Operating	387,460	136,903	134,319	131,736			
Marked Cruiser Replacement Program (Ford Interceptor)	Purchase or lease marked fleet every three years. Year 1 - Year 3	387,460	Lease/Operating					136,903	134,319	131,736
Unmarked Sedans for Detectives (Ford Fusion)	Purchase or lease unmarked cars every 10 years	132,000	Capital Reserve Fund	132,000						
Portable Radio Project - APX7000 (Twenty Radio's)		97,503	Operating	97,520						
Purchase/Lease Cruiser MDTs	Replace MDT's 4 year cycle - Year 1 - Year 5	79,105	Capital/Lease	79,105	17,403	17,087	16,770	16,454	16,137	
Purchase/Lease Cruiser MDTs	Replace MDT's 4 year cycle - Year 1	79,105	Capital/Lease							17,403
AED's			Operating			16,500				
Radar Units			Operating			22,000				
Marked Utility Vehicle (Pickup Truck)	Replace 13 year old pickup truck/ Utility Vehicle	38,000	Operating/Lease			38,000				
<b>TOTAL POLICE</b>				<b>696,085</b>	<b>154,306</b>	<b>227,906</b>	<b>148,506</b>	<b>150,457</b>	<b>150,456</b>	<b>149,139</b>



TOWN OF DERRY, NH										
Preliminary Six Year Capital Improvement Plan										
Fiscal Years 2018 - 2023										
Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>FIRE</b>										
<b>Prevention and Emergency Services</b>										
<b>Equipment and Personal Protection</b>										
Rescue equipment	Technical rescue equipment - Replace lifting airbags for vehicle rescue/extrication	18,000	Fire Capital Plan Reserve		18,000					
Structural Firefighting PPE - 25 sets @ \$2239/set	Required to replace existing structural gear as per NFPA 1971	55,975	Fire Capital Plan Reserve		55,975					
Water rescue	Replace boat, underwater, ice, rapid water and water rescue equipment	35,000	Fire Capital Plan Reserve					35,000		
Trench/confined space rescue	Replace confined space and trench rescue equipment	15,000	Fire Capital Plan Reserve		15,000					
Vertical Rescue	Replace vertical and other rope rescue equipment	60,000	Fire Capital Plan Reserve						60,000	
Thermal Imaging Cameras	Replace 5 thermal image cameras	70,000	Fire Capital Plan Reserve				70,000			
Self-Contained Breathing Apparatus	Replace Self-Contained Breathing Apparatus (SCBA)	510,000	Fire Capital Plan Reserve			510,000				
Portable Hazardous Materials Gas Monitoring Equipment	Replace 5 Multi-Gas Monitors (Oxygen, Carbon Monoxide, Hydrogen Sulfide, Flammable Gases, &	20,000	Fire Capital Plan Reserve				20,000			
Battery Powered Rescue Tools	Battery operated Cutter, Spreader, and Ram Tools	60,000	Fire Capital Plan Reserve							60,000
<b>Equipment &amp; PPE Sub-Totals</b>					88,975	510,000	90,000	35,000	60,000	60,000
<b>Apparatus and Vehicles</b>										
Ambulance replacement	Medic C '09 Chevy - Year 1 - Year 10	275,000	FCPR/Capital Lease		32,450	\$31,955	31,460	30,965	30,470	29,975
Ambulance replacement	Medic B '09 Chevy - Year 1 - Year 10	280,000	FCPR/Capital Lease					32,450	31,955	31,460
Vehicle replacement	Utility Pick-up with Crew Cab - '02 GMC - Bundled Lease 5 Years	55,000	FCPR/Capital Lease		72,514	\$97,067	\$95,200	\$28,419		
Vehicle replacement	Fire Chief Vehicle '05 Chevy Tahoe - Bundled Lease 5 Years	50,000	FCPR/Capital Lease							
Vehicle replacement	Command Vehicle '05 Chevy Suburban - Bundled Lease 5 Years	85,000	FCPR/Capital Lease							
Fire apparatus replacement	Engine 4 '00 Pierce - Year 1 - Year 10 Bundled	700,000	FCPR/Capital Lease			188,800	\$185,920	\$183,040	\$180,160	\$177,280
Fire apparatus replacement	Engine 3 '01 Pierce - Year 1 - Year 10 Bundled	900,000	FCPR/Capital Lease							
Forestry unit replacement	Forestry Tanker '88 4x4 - Bundled Lease 5 Years	110,000	FCPR/Capital Lease							
Forestry unit replacement	Forestry 1 '02 Ford F350 4X4	120,000	FCPR/Capital Lease					120,000		
Rescue Truck replacement	Rescue 1 '02 Ford F550 - Year 1 - Year 5	425,000	FCPR/Capital Lease						92,650	91,120
Mechanic's vehicle replacement	M-1 '02 Chevrolet 2500HD 4X4	80,000	FCPR/Capital Lease					80,000		
Fire apparatus replacement - Quint	Truck 4 '95 Pierce Tower Ladder - Year 1 - 10	900,000	FCPR/Capital Lease				174,400	171,520	168,640	165,760
Fire apparatus replacement	Tanker -Water Supply '91 Mack - Year 1 - Year 5	750,000	FCPR/Capital Lease						163,500	160,600
<b>Apparatus and Vehicles Sub-Totals</b>					104,964	317,822	486,980	644,394	667,375	658,395

TOWN OF DERRY, NH										
Preliminary Six Year Capital Improvement Plan										
Fiscal Years 2018 - 2023										
Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>EMS Equipment</b>										
Lucas Chest Compression System	Two (2) CPR assist devices - A safe and efficient tool that standardizes chest compressions in accordance with latest scientific guidelines	32,000	Fire Capital Plan Reserve		32,000					
Lucas Chest Compression System	Two (2) CPR assist devices - A safe and efficient tool that standardizes chest compressions in accordance with latest scientific guidelines	34,000	Fire Capital Plan Reserve			34,000				
Cardiac monitor replacement	Cardiac Monitor. Replace outdated technology and to comply with American Heart Association ACLS guidelines	38,000	Fire Capital Plan Reserve				38,000			
Medication Infusion Pumps	Replace four (4) units with outdated technology and to comply with American Heart Association ACLS guidelines and NH EMS protocols	38,000	Fire Capital Plan Reserve					38,000		
Patient Movement Devices	Replace outdated patient movement devices such as Power Pro Stretchers and Stair Chairs for ambulances that are nearing end of expected useful life cycle	32,000	Fire Capital Plan Reserve						32,000	
Patient Movement Devices	Replace outdated patient movement devices such as Power Pro Stretchers and Stair Chairs for	32,000	Fire Capital Plan Reserve							32,000
<b>Training Equipment</b>										
Driver training	Training simulator for driver training. Could be used as a town-wide resource to improve driver	30,000	Fire Capital Plan Reserve			30,000				
Technical Rescue Training Equipment	Reusable training equipment for collapse and trench rescue training	20,000	Fire Capital Plan Reserve				20,000			
<b>EMS / Training Equipment Sub-Totals</b>					32,000	64,000	58,000	38,000	32,000	32,000
<b>Prevention and Emergency Services Totals</b>					225,939	891,822	634,980	717,384	759,375	748,395
<b>Communications</b>										
Replace mobile radios	Replacement of Mobile Radios 6 (2 Dual Head)	34,729	Fire Capital Plan Reserve		34,729					
Replace mobile radios	Replacement of Mobile Radios 6 (2 Dual Head)	36,465	Fire Capital Plan Reserve			36,465				
Replace portable radios	Replacement of 15 Portable Radios	70,846	Fire Capital Plan Reserve		70,846					
Replace portable radios	Replacement of 15 Portable Radios	74,388	Fire Capital Plan Reserve			74,388				
Replace portable radios	Replacement of 15 Portable Radios	78,108	Fire Capital Plan Reserve				78,108			
Replace portable radios	Replacement of 5 Portable Radios	26,035	Fire Capital Plan Reserve					26,035		
Purchase portable radios	Purchase for Staff, Communications Center, and inventory replacement	27,500	Fire Capital Plan Reserve						27,500	
CAD/RMS Replacement	Replacement of CAD System (Phase I)	225,000	Fire Capital Plan Reserve				225,000			
CAD/RMS Replacement	Replacement of RMS System (Phase II)	225,000	Fire Capital Plan Reserve					225,000		
LAN Expansion	Expansion of Local Area Network - Island Pond Station	31,000	Fire Capital Plan Reserve		31,000					
LAN Expansion	Expansion of Local Area Network - English Range Station	20,000	Fire Capital Plan Reserve			20,000				
Recorder Refresh	Hardware/Software Refresh of current recorder	11,000	Fire Capital Plan Reserve		11,000					

TOWN OF DERRY, NH										
Preliminary Six Year Capital Improvement Plan										
Fiscal Years 2018 - 2023										
Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Digitize Receiver	Expand current Digitize Radio Box Fire Alarm network and add 3rd receiver site	17,500	Fire Capital Plan Reserve		17,500					
100 Mil Form 4 Replacement	Upgrade and Replace Form 4 System	25,000	Fire Capital Plan Reserve			25,000				

TOWN OF DERRY, NH										
Preliminary Six Year Capital Improvement Plan										
Fiscal Years 2018 - 2023										
Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Dispatch Console Furniture	Replace Dispatch workstations/furniture	80,000	Fire Capital Plan Reserve						80,000	
Communication Totals					165,075	155,853	303,108	251,035	107,500	0
Prevention and Communications Total					391,014	1,047,675	1,036,048	1,256,420	1,274,675	1,746,365
Emergency Management										
External Generator Connection - Critical Facilities	Enhance critical infrastructure resiliency by installing external generator connections to Municipal Center, Police Station and Fire Stations 2, 3 & 4	75,000	Operating/ (Fed/State Grant)					75,000		
Communication and Radio	Upgrade emergency alert AM radio system to VHF radio link and remove from copter wire audio distribution. IP based audio control and flashing	35,000	Operating/ (Fed/State Grant)			35,000				
Emergency Management Totals					0	35,000	0	75,000	0	0

TOWN OF DERRY, NH										
Preliminary Six Year Capital Improvement Plan										
Fiscal Years 2018 - 2023										
Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>PUBLIC WORKS</b>										
<b>Highway</b>										
North Shore Road, Beaver Lake Culvert (Replace with bridge)	Existing 6' x 7.5' Steel Arch Culvert to be replaced with a rigid frame precast structure	375,000	Capital Reserve Fund	75,000	300,000					
Tsieneto Rd - Culvert Replacement	Replace/upgrade culvert found deficient in 2006 & 2007 floods.	100,000	Exit 4A							100,000
Sunset Ave - Culvert Replacement	Replace/upgrade existing culvert crossing with a precast concrete box culvert.	200,000	Capital Project Fund					200,000		
North Shore Rd, Island Pond Bridge	Replace culverts at Taylor Brook with a rigid frame precast structure.	485,000	Capital Project Fund			85,000	400,000			
Hood Pond Dam Repair	NHDES mandated upgrades to spillway	400,000	Bond/BAN		400,000					
Equipment Replacement Program	Tiger Boom Mower	48,000	Capital Reserve Fund		48,000					
Vehicle Replacement Program	Chevy 2500 (Engineering) Truck 546	35,000	Operating/Lease	35,000						
Vehicle Replacement Program	Ford F550 Truck 526A - Bundled Lease Year 1 - 5	100,000	Capital Reserve Fund		111,488	111,488	111,488	68,112	68,112	
Vehicle Replacement Program	CAT Backhoe - Bundled Lease Year 1 - 5	125,000	Capital Reserve Fund							
Vehicle Replacement Program	Ford F550 (Highway) S33B	20,000	Operating/Lease		20,000					
Vehicle Replacement Program	Ford F550 Truck 563A	100,000	Capital Reserve Fund		100,000					
Vehicle Replacement Program	10 Ton Truck 574	200,000	Capital Reserve Fund		200,000					
Vehicle Replacement Program	Ford F350 Truck 554	35,000	Operating/Lease			35,000				
Vehicle Replacement Program	Intl Lo-Pro Veh 559	125,000	Capital Reserve Fund			125,000				
Vehicle Replacement Program	5 Ton Truck 577	180,000	Capital Reserve Fund			180,000				
Vehicle Replacement Program	Mack 10 Ton Truck (Highway) 576	200,000	Capital Reserve Fund				200,000			
Vehicle Replacement Program	Ford F350 Truck 550	35,000	Operating/Lease					35,000		
Vehicle Replacement Program	Trackless MT5 Sidewalk Tractor	150,000	Capital Reserve Fund					150,000		
Vehicle Replacement Program	Ford F350 Truck 557A	35,000	Operating/Lease						35,000	
Vehicle Replacement Program	Cess Loader Veh 548	225,000	Capital Reserve Fund						225,000	
Vehicle Replacement Program	Mack 10 whl Truck 535A	200,000	Capital Reserve Fund						200,000	
<b>Highway Sub-Totals</b>				<b>110,000</b>	<b>1,179,488</b>	<b>538,488</b>	<b>711,488</b>	<b>453,112</b>	<b>528,112</b>	<b>100,000</b>
<b>Cemetery</b>										
Vehicle Replacement Program	Ford F350 (Cemetery) 516	55,000	Capital Reserve Fund			55,000				
Vehicle Replacement Program	Ford Ranger (Cemetery) 522	25,000	Operating/Lease	25,000						
Cemetery Roads	Rehabilitation of Roads	25,000	Operating	25,000	25,000					
<b>Cemetery Sub-Totals</b>				<b>50,000</b>	<b>25,000</b>	<b>55,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Code Enforcement</b>										
Vehicle Replacement Program	Chevy 1500 Truck (Code Enf.) BL-2	35,000	Capital Reserve Fund				35,000			
<b>Code Enforcement Sub-Totals</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>35,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfer Station</b>										
Vehicle Replacement Program	CAT Articulating Loader (Transfer) 547A - Bundled Lease Year 1 - 5	235,000	Capital Reserve Fund							
Vehicle Replacement Program	1992 Mack 10 wheel (579)	90,000	Capital Reserve Fund			90,000				
Replace Scale	Replace 1994 Scale @ Transfer Stations	80,000	Capital Reserve Fund		80,000					
Skidsteer/Bobcat	Replace 2012 Bobcat (814)	50,000	Capital Reserve Fund					50,000		
Transfer Trailer Replacement	Regular replacement schedule for fleet of trailers used for transporting solid waste & recyclable materials	218,000	Capital Reserve Fund		72,000		72,000		72,000	
<b>Transfer Station Sub-Totals</b>				<b>0</b>	<b>152,000</b>	<b>90,000</b>	<b>72,000</b>	<b>50,000</b>	<b>72,000</b>	<b>0</b>
<b>Vehicle Maintenance</b>										
Vehicle Replacement Program	Chevy 2500 Truck (Veh. Maint.) 594	40,000	Capital Reserve Fund		40,000					

TOWN OF DERRY, NH										
Preliminary Six Year Capital Improvement Plan										
Fiscal Years 2018 - 2023										
Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Vehicle Maintenance Sub-Totals				0	40,000	0	0	0	0	0
Parks & Recreation										
Vehicle / Equipment Replacement Program	Replace 2004 Jacobsen HR-5111 Mower. Purchase a 2016 Jacobsen R311T commercial mower w/ enclosed cab	75,000	Capital Reserve Fund	75,000	0	0	0	0	0	0
Vehicle / Equipment Replacement Program	Replace 2004 Ford Ranger (#568)	30,000	Capital Reserve Fund	0	30,000	0	0	0	0	0
Vehicle / Equipment Replacement Program	Replace 2005 Ford F350 Dump (#532)	50,000	Capital Reserve Fund	0	50,000	0	0	0	0	0
Vehicle / Equipment Replacement Program	Replace 2007 Ford F350 Dump Truck (#590)	50,000	Capital Reserve Fund	0	50,000	0	0	0	0	0
Vehicle / Equipment Replacement Program	Replace 2007 Ford F150 Pickup Truck (#561)	45,000	Operating/Lease	0	0	45,000	0	0	0	0
Vehicle / Equipment Replacement Program	Replace 2008 Ford F350 Pickup Truck (#519)	45,000	Operating/Lease	0	0	45,000	0	0	0	0
90' Baseball Diamond	Field Expansion Project to create another 90' regulation baseball diamond	185,000	Capital Reserve Fund	1	1	1	1	1	1	1
Parks & Recreation Sub-Totals				75,001	130,001	90,001	1	1	1	1
PUBLIC WORKS TOTALS				235,001	1,125,483	774,400	180,400	60,400	60,400	100,000

TOWN OF DERRY, NH										
Preliminary Six Year Capital Improvement Plan										
Fiscal Years 2018 - 2023										
Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>WATER</b>										
Water Main Upgrade & Replacement Program	As part of the Town's water system maintenance plan, older AC mains are replaced with newer ductile iron mains. These improvements increase the flow capacity of main lines, improve the structural strength of the mains and reduce leak potential and lost water costs. In some cases water quality is also improved.	1,500,000	Water Receipts	220,000	250,000	250,000	250,000	250,000	250,000	250,000
Zone 3 Water System Expansion Phase II: Warner Hill Water Storage Tank,	Construct new 1.MG Water Tank in East Derry off Warner Hill Road and mains from Hampstead Rd to new tank	4,500,000	Bond - 10 Year	1			540,000	531,000	522,000	513,000
Rand CSW Booster Station	Imp/Treat Fe/Mg/As/Sulfide (Relocate Woodlands Treatment System to Rand)	50,000	Water Receipts		25,000					
Water Supply and Transmission: Rand CSW Booster Station	Hydrofracture Well: Improve well yield	15,000	Water Receipts		15,000					
Water Supply and Transmission: Willow Bend Booster	Upgrade motor and system controls	12,000	Water Receipts			12,000				
Water Supply and Transmission Improvements	Per Derry - MWW Wholesale Water Contract - Derry's share of required improvements to the Cohas Pumping Station and Londonderry Storage Tank.	1	Water Receipts		1					
Vehicle Replacement Program	Replace 2012 Ford F550 Mech Utility w/crane 603	110,000	Water Receipts					110,000		
Vehicle Replacement Program	Replace 2013 Ford Transit Vehicle 612	38,000	Water Receipts					38,000		
Vehicle Replacement Program	Replace 2003 538/80 Vac Tec Unit & Trailer	40,000	Water Receipts				40,000			
Vehicle Replacement Program	Replace 2013 Chevy Silverado 1500 Pickup 810	35,000	Water Receipts						35,000	35,000
Vehicle Replacement Program	Replace 2011 Ford F350 Utility Truck 517A	65,000	Water Receipts				65,000			
Vehicle Replacement Program	Replace 2009 F350 Pick up w/plow 587A	38,000	Water Receipts	38,000						
Vehicle Replacement Program	Replace - Vehicle 2000 International 5-Ton Dump Trk 572	120,000	Water Receipts			120,000				
Willow CWS	Add second bedrock well	50,000	Water Receipts					50,000		
<b>WATER TOTALS</b>				<b>258,001</b>	<b>299,001</b>	<b>382,000</b>	<b>655,000</b>	<b>679,000</b>	<b>607,000</b>	<b>578,000</b>

TOWN OF DERRY, NH										
Preliminary Six Year Capital Improvement Plan										
Fiscal Years 2018 - 2023										
Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>WASTEWATER</b>										
Collection/ Treatment - Sewer Lift Stations-Beaver Lake, Derry Village, Old English Facilities	Replace/Upgrade Motor Control System	150,000	Wastewater Receipts		25,000	25,000	25,000	25,000	25,000	25,000
	Construct Additional Maintenance Garage to house vehicles, equipment, fittings, etc.	100,000	Water & Wastewater Receipts		100,000					
Collection System Improvements	Sewer Lift Station Control System Upgrade	85,000	Wastewater Receipts	20,000						
Collection/ Treatment WWTP	WWTP-Upgrade yard piping hydraulics	100,000	Bond/Capital Reserve			100,000				
Collection/ Treatment	WWTP Lagoon 3 - Replace Air system, new baffle	400,000	Bond/Capital Reserve			400,000				
Equipment upgrade	Install variable frequency drive at Old English pump	20,000	Wastewater Receipts					20,000		
Collection/ Treatment	WWTP - Lagoon 1 - Replace liner & reinstall new Air Diffusers	1,000,000	Bond/Capital Reserve - 10 Year					120,000	118,000	116,000
Collection/ Treatment	WWTP Lagoon 1 - Remove sludge	500,000	Bond/Capital Reserve			500,000				
Main Pump Station	Rotomat Rebuild automated WW Influent Bar Screen	350,000							350,000	
WWTP	Effluent Force Main Replacement -193 Pillsbury	275,000	Wastewater Receipts	275,000						
Vehicle Replacement Program	Replace - Sewer Cleaner 599	500,000	Wastewater Receipts							500,000
Vehicle Replacement Program	Replace 2013 Chevy Silverado Pick Up 610	35,000	Wastewater Receipts							35,000
Vehicle Replacement Program	Replace 2013 Mechanics Utility Truck 611	50,000	Wastewater Receipts						50,000	
Vehicle Replacement Program	Replace 2014 Chevy 2500 Pick Up 629	38,000	Wastewater Receipts						38,000	
Vehicle Replacement Program	Replace 2013 Chevy Silverado Pick Up 622	35,000	Wastewater Receipts					35,000		
Vehicle Replacement Program	Replace 544A-2008 F550 Cab & Chassis and Utility Body	110,000	Wastewater Receipts		110,000					
Vehicle & Equipment Replacement Program	Replace 2013 E450 Van & CCTV video inspection unit	125,000	Wastewater Receipts							125,000
Equipment replacement	Replace - Lagoon Pontoon Boat	17,000	Wastewater Receipts		17,000					
WWTP - Emergency Standby Generator	Replace & upgrade 350 kW 480V 545 HP diesel emergency standby/automatic transfer switch	200,000	Wastewater Receipts				200,000			
Collection - Treatment WWTP	Lagoon 2 Replace Liner - Remove sludge & old aeration system. Replace new aeration.	3,000,000	Bond - 10 Year			380,000	354,000	348,000	342,000	336,000
WWTP Equipment replacement - Pump 1 & 2	Replace influent pumps	80,000	Wastewater Receipts					40,000	40,000	
WWTP Equipment replacement - EPS LS1 & LS2	Replace Low Service Pumps at Effluent Pump Station	150,000	Wastewater Receipts					75,000	75,000	
WWTP Equipment replacement - Blower 1 & 2	Replace primary aeration blowers at WWTP	550,000	Wastewater Receipts			110,000	110,000	110,000	110,000	110,000
<b>WASTEWATER TOTALS</b>				<b>295,000</b>	<b>232,000</b>	<b>1,145,000</b>	<b>634,000</b>	<b>773,000</b>	<b>1,145,000</b>	<b>1,247,000</b>



TOWN OF DERRY, NH										
Preliminary Six Year Capital Improvement Plan										
Fiscal Years 2018 - 2023										
Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
EXECUTIVE / FINANCE DEPARTMENTS										
Exit 4A	50% Share of original 10,000,000 commitment with Londonderry. No funding this FY. Ongoing work required to update/finalize Environmental Impact Study (EIS) for federal filing.	5,000,000	Unassigned Fund Balance from NHDES Reimbursement			1,972,289				
Communications System - Police and Fire		1,600,000	Lease - CRF - Year 1 - Year 10		169,980	187,082	184,184	181,286	178,388	175,490
Update all GIS mapping		50,000	Operating/CRF				50,000			
Replace primary shared storage		105,000	Operating/CRF		50,000				55,000	
Replace secondary shared storage		90,000	Capital/Lease			45,000				45,000
Replace all copiers reaching EOL in 2018	Replace end of life copiers	115,000	Operating/CRF		31,610	31,088	30,566	30,044	29,522	
Replace backup hardware	Replace existing backup hardware appliance 5 year refresh	36,000	Operating/CRF	36,000						
EXECUTIVE / FINANCE SUB-TOTALS				36,000	271,590	2,238,459	2,264,750	2,192,330	2,142,910	2,120,490

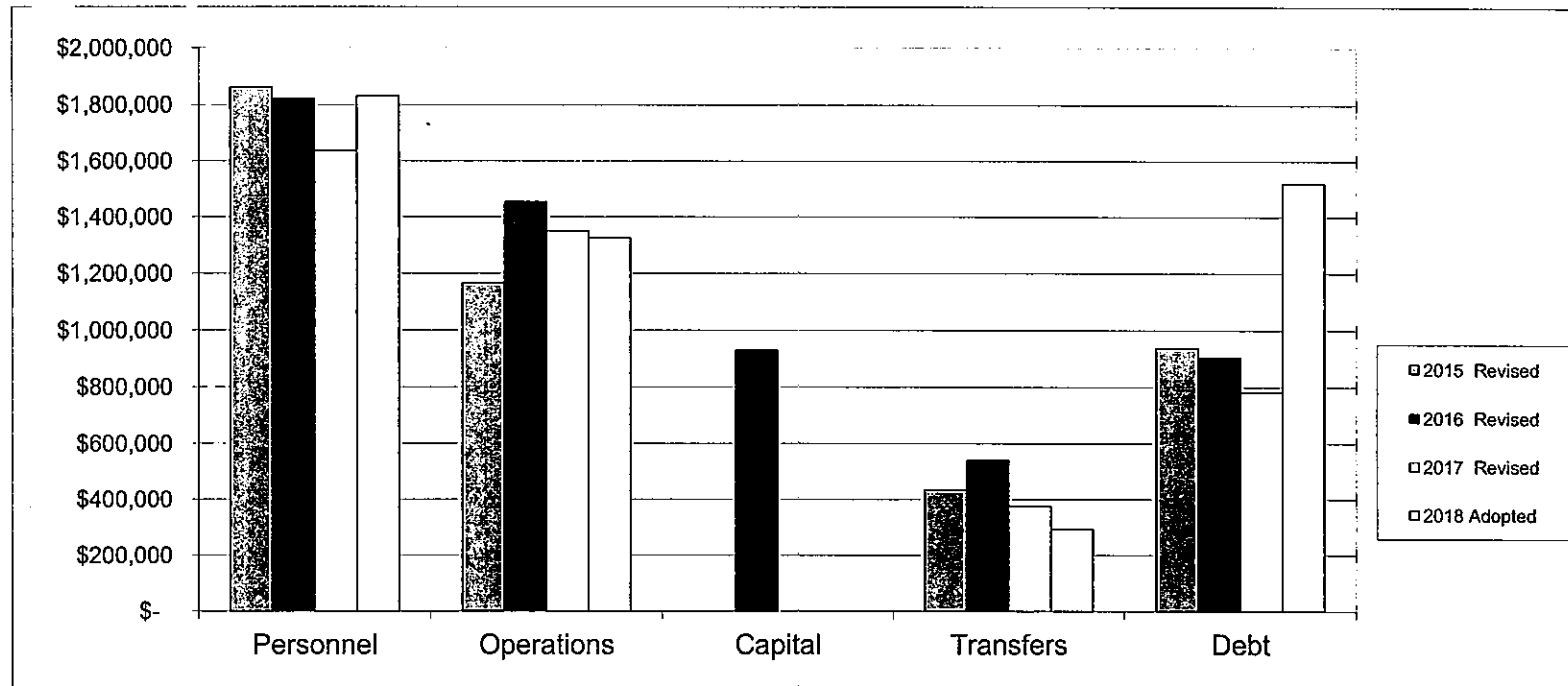
TOWN OF DERRY, NH										
Preliminary Six Year Capital Improvement Plan										
Fiscal Years 2018 - 2023										
Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>CABLE</b>										
Master Control Operations										
Video Storage Server Replacement	Replacement of existing server End of life	\$75,000	Cable Fund Balance				75,000			
Broadcast Automation System Channel 17	Replacement of existing server to HD	\$75,000	Cable Fund Balance			75,000				75,000
Broadcast Automation System Channel 23	Replacement of existing server to HD	\$75,000	Cable Fund Balance			75,000			15,000	
Install Fiber to the Comcast Headend	Replace outdated link to the headend	\$30,000	Cable Fund Balance		30,000					
UPS Unit Replacements	Routine replacement, end of life	\$8,000	Franchise Revenue	2,000		2,000	2,000	2,000		
Studio										
Camera Replacements Switch to HD	Replacement Cameras to HD	\$120,000	Cable Fund Balance		120,000					
Replacement of Graphics system	Replacement of Graphics system	\$5,000	Franchise Revenue		5,000					
Replacement Video Switcher	Replace Video Switcher End of life	\$50,000	Cable Fund Balance				50,000			
Studio Lighting Conversion to LED	Studio Lighting Conversion to LED	\$30,000					30,000			
Meeting Room Floor #3										
Replacement of UPS	Routine replacement, end of life	\$2,000	Franchise Revenue					2,000		
Camera Replacements Switch to HD	Replace Meeting Room Cameras HD	\$25,000	Franchise Revenue	25,000						
Meeting Room Conversion to HD	Replace monitors, projector, and wall monitors, replace all wiring, HD	\$80,000	Cable Fund Balance			80,000				
Meeting Room Tri-Caster Replacement	Expected end of life	\$80,000	Cable Fund Balance						80,000	
Mobile Production										
Generator for remote locations	Generator for remote locations	\$5,000	Franchise Revenue	5,000						5,000
Replacement of Production Video switcher	End of Life	\$50,000	Cable Fund Balance				50,000			
Replacement of Graphics system	End of Life	\$10,000	Cable Fund Balance				10,000			
Replacement of Truck Cameras	End of Life	\$40,000	Cable Fund Balance					40,000		
Comrex Lyashol	Wireless Camera Links	\$100,000	Cable Fund Balance					100,000		
<b>CABLE TOTALS</b>				32,000	165,000	232,000	217,000	144,000	80,000	75,000

TOWN OF DERRY, NH										
Preliminary Six Year Capital Improvement Plan										
Fiscal Years 2018 - 2023										
Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>EXPENDABLE MAINTENANCE TRUST FUND</b>										
<b>Fire Station Facilities</b>										
Central Station - Fire Suppression Hood	Replace kitchen exhaust hood with NFPA compliant system	15,000	Fire Capital Plan Reserve		15,000					
Central Station - Insulation	Upgrade insulation throughout building	33,000	Fire Capital Plan Reserve			33,000				
Central Station - HVAC	Replace HVAC system in portable building with high efficiency unit	18,000	Fire Capital Plan Reserve			18,000				
Central Station - Garage Doors	Replace apparatus bay doors	20,000	Fire Capital Plan Reserve				20,000			
Island Pond Station - Septic System	Repair/replace aging sanitary system	20,000	Fire Capital Plan Reserve					20,000		
Island Pond Station - HVAC Upgrade	Required for code compliance, health, efficiency	20,000	Fire Capital Plan Reserve		20,000					
English Range Station - Parking Lot	Parking Area and Front Apron Replacement	40,000	Fire Capital Plan Reserve							40,000
Hampstead Road Station - Gray Water System	Replace gray water system	15,000	Fire Capital Plan Reserve				15,000			
Hampstead Road Station - Septic System	Repair/replace aging sanitary system	20,000	Fire Capital Plan Reserve						20,000	
Hampstead Road/English Range Station - Bathroom Ren	Remodel three (3) bathrooms	24,000	Fire Capital Plan Reserve		24,000					
Vehicle Exhaust Removal Drops	Install vehicle exhaust removal drops for Forestry and Rescue vehicles	30,000	Fire Capital Plan Reserve			30,000				
Replace Central Fire Station - to be constructed in West	Purchase land for replacement fire station	1	Fire Capital Plan Reserve			1				
Replace Central Fire Station - to be constructed in West	Architectural and Engineering Design Services	1	Fire Capital Plan Reserve				1			
Replace Central Fire Station - to be constructed in West	Construction of replacement fire station	1	Fire Capital Plan Reserve					1		
Construct five fire & rescue training building	To be constructed from recycled and stacked inter-modal cargo containers. Can be configured to simulate a multi-story structure with a variety of live	1	Fire Capital Plan Reserve			\$1				
Upgrade and Replace Fire Station Alerting System	All Stations	125,000	Fire Capital Plan Reserve			125,000				
Knox Box Decoder Replacement	Replace/Add Knox Box Decoder in each vehicle	30,000	Fire Capital Plan Reserve							30,000
<b>Fire Station Facilities Sub-Totals</b>					59,000	206,002	35,001	20,001	20,000	70,000
<b>EXECUTIVE / FINANCE DEPARTMENTS</b>										
Phone Systems	Replace phone system	12,000	Operating/CRF	12,000						
<b>POLICE</b>										
Upgrade Fire Alarm System		20,000	Operating	20,000						
Dispatch HVAC System Upgrade		25,000	Operating	25,000						
<b>Building &amp; Grounds</b>										
Derry Municipal Center	Resurfacing Employee parking lot	30,000	Operating		30,000					
Derry Municipal Center	Carpet replacement (3rd Floor Meeting Room)	15,000	Operating		15,000					
Derry Municipal Center	Carpet replacement (Tax Collector and Tax Assessor Area)	27,000	Operating			27,000				
Vehicle Replacement Program	Ford F350 (Bldg. & Grounds) 601		Operating/Lease						35,000	
<b>Buildings &amp; Grounds Sub-Totals</b>				0	45,000	27,000	0	0	35,000	0
<b>Parks &amp; Recreation</b>										
Alexander-Carr / Playground	Replace playground structure / equipment	75,000	Trust	0	0	0	75,000	0	0	0

TOWN OF DERRY, NH										
Preliminary Six Year Capital Improvement Plan										
Fiscal Years 2018 - 2023										
Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Alexander-Carr / Playground	Replace / upgrade tennis court lights	30,000	Trust	0	0	30,000	0	0	0	0
Bellfield Maintenance / Park Improvements	Consolidated funding for multiple projects. Includes construction & site improvements and repairs	Ongoing	Operating	0	0	0	0	50,000	50,000	50,000
Parks & Recreation					0	30,000	75,000	50,000	50,000	50,000
<b>DERRY PUBLIC LIBRARY TOTALS</b>										
Rubber roof system replacement	Replace 23 year old roof, including fixing flat areas or	\$45,000	Capital Reserve Fund	45,000						
Skylight replacements	Replace deteriorating skylights in the rubberized flat roof area in conjunction with the roofing	\$26,254	Capital Reserve Fund	26,254						
Miscellaneous Repairs	Miscellaneous Repairs	350000 - Est	Capital Reserve Fund		76,300	70,000	70,000	70,000	70,000	70,000
<b>DERRY PUBLIC LIBRARY TOTALS</b>	<b>Building Improvement Plan Currently being Completed with DPW</b>			<b>71,254</b>	<b>76,300</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>
<b>TOTAL EXPENDABLE MAINTENANCE TRUST FUND</b>				<b>128,254</b>	<b>180,300</b>	<b>333,002</b>	<b>180,001</b>	<b>140,001</b>	<b>175,000</b>	<b>190,000</b>
<b>TOTAL CAPITAL IMPROVEMENT/EXPENDABLE MAINTENANCE</b>				<b>1,680,341</b>	<b>3,220,700</b>	<b>6,759,531</b>	<b>4,160,834</b>	<b>3,947,230</b>	<b>4,090,354</b>	<b>3,528,025</b>
<b>TOTAL FUNDING FROM CAPITAL RESERVE FUNDS</b>				<b>1,070,340</b>	<b>2,341,786</b>	<b>4,262,624</b>	<b>2,201,328</b>	<b>1,822,873</b>	<b>1,869,898</b>	<b>1,158,886</b>
<b>TOTAL FUNDING FROM OTHER FUNDS</b>				<b>585,001</b>	<b>697,001</b>	<b>2,109,000</b>	<b>1,801,000</b>	<b>1,896,000</b>	<b>2,035,000</b>	<b>2,120,000</b>
<b>TOTAL FUNDING FROM GRANTS</b>				<b>0</b>	<b>0</b>	<b>35,000</b>	<b>0</b>	<b>75,000</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUNDING FROM TAXATION</b>				<b>25,000</b>	<b>181,903</b>	<b>352,907</b>	<b>148,506</b>	<b>153,357</b>	<b>185,456</b>	<b>249,139</b>

# FINANCE

**Town of Derry, NH**  
**Finance Department Budget Comparison**  
**FY2015 - FY2018**



	2015 Revised	2016 Revised	2017 Revised	2018 Adopted	% Change FY17-FY18
Personnel	\$ 1,862,025	\$ 1,820,530	\$ 1,637,077	\$ 1,831,191	11.9%
Operations	1,167,365	1,454,100	1,351,467	1,326,679	-1.8%
Capital	-	929,991	-	-	N/A
Transfers	434,479	539,392	375,869	293,901	-21.8%
Debt	937,350	904,694	782,517	1,521,218	94.4%
<b>Total</b>	<b>\$ 4,401,219</b>	<b>\$ 5,648,707</b>	<b>\$ 4,146,930</b>	<b>\$ 4,972,989</b>	<b>19.9%</b>

## Town of Derry

### Department Mission and Objectives

Fiscal Year 2018

Department: Finance	ACTIVITY CENTER: Assessing
<p><b>Department Mission:</b> Assure that no property class or individual property is bearing any more or less of the tax burden than is justified based upon the market conditions existing on April 1, of each year. This is accomplished in accordance with the Constitution of the State of New Hampshire, State Statutes, Assessment Standard Board (ASB), and the State of New Hampshire Department of Revenue Administration (DRA) rules that may apply to municipalities and the assessment function, including policies as established by the Derry Board of Assessors (Town Council). Assessing's mission is also accomplished utilizing professionally accepted appraisal/assessment practices and procedures as outlined by the International Association of Assessing Officers (IAAO) and The Appraisal Foundation's National Uniform Standards of Professional Appraisal Practice (USPAP). Continuing education of Appraisal and Support Staff personnel is an integral part of Assessing's mission.</p>	
<p><b>Department Objectives:</b> Derry was scheduled for Assessment Certification/Review by DRA effective for <b>April 1, 2015</b> and thereafter each five year period, i.e. 2020, 2025 and 2030 etc. The final report should be issued in March, 2016.</p> <p>Derry's Equalization Ratio for 2016 is yet to be certified by the DRA but we estimate the Equalization Ratio will be at 94.5%, meaning that locally assessed property values when compared to valid sales occurring throughout Town show that assessments are lower than current market sales.</p> <p><b>A. INSPECTION:</b></p> <ul style="list-style-type: none"><li>• Continuous cycled inspections (by property class and/or geographic areas) typically 20 to 25% of all residential properties are done each year. The object is to verify data elements on the property record card with what is actually present at the property.</li><li>• Inspection of commercial and industrial properties on an as needed basis. At least within a three year period.</li><li>• Annual in field inspection and reviews of properties that have sold.</li><li>• Annual in field review of building permits.</li></ul> <p><b>B. ECONOMICS:</b></p> <ul style="list-style-type: none"><li>• Periodic surveys for current building costs.</li><li>• Annual reviews of all sales and land assessments.</li><li>• Income and expense questionnaires to all commercial/industrial properties (last done 2014)</li></ul> <p><b>C. APPRAISALS:</b></p> <ul style="list-style-type: none"><li>• Annual reviews and reappraisals for all property classes by;<ul style="list-style-type: none"><li>a. sub-divisions, economic neighborhoods, vacant land</li><li>b. residential single family properties</li><li>c. multi-family properties</li><li>d. condominiums (all types of ownership)</li><li>e. commercial, industrial, and institutional properties.</li><li>f. all water front and water access properties</li></ul></li></ul>	

- Analysis of features- residential properties;
  - a. by age: older homes vs. mid-life homes vs. new homes
  - b. by style: ranches vs. colonials vs. contemporaries, etc.
  - c. by size: large home sites vs. fractional acreage
- Taxpayer notification of pending area reviews, with a follow up letter requesting the taxpayer contact the office for an interior inspection when no one was home during the initial visit.

**D. RESOURCES:**

- Computer software & hardware (continuous upgrade of hardware & software as technology develops) – **a priority for the department.**
- All staff members will be given the opportunity to attend various education seminars and classes throughout the year. This is intended to retain an educated work force in the assessment field.



Town of Derry

Activity Center Narrative, Programs and Activities  
FY 2018

DEPARTMENT: Finance

ACTIVITY CENTER: Assessing

NARRATIVE

Because of the volatility of the real estate market during various periods, we must address assessments Town-wide on an ongoing basis to achieve its mission and objectives. With the approval of a majority of the Board of Assessors (Town Council), Assessing has been keeping assessments current with market value since the Town-wide (State ordered) revaluation in 2006.

Assessing conducted a Town-wide revaluation effective April 1, 2006, which brought Derry into State compliance with the Department of Revenue Administration (DRA) and Assessing Standards Board (ASB) rules. Our work plan is to continue our efforts through a two year re-assessment review process into FY2018 and FY2019.

As has been the practice in the past, Assessing plans to continue to monitor market activity very closely and will recommend adjusting assessed values to the Board of Assessors. This process has historically been discussed through each years budget cycle.

The Department has been conducting a very open and constant public relation campaign by individual letter, and newspaper notices as appropriate. We have expanded this through Council Workshops, and Channel 17 appearances. We will continue these efforts as warranted during any phase of assessment data review and or updates.

PROGRAMS AND ACTIVITIES

The following details of activities will be reflected in the Scope of Service within the approved contract signed between the Town and any vendor chosen in answer to the Departments Request for Proposal for this assessment program.

Scope of Service: July 1, 2017 through June 30, 2018

The Assessor's goal for this coming year (April 1, 2017) is to assess all properties as close to 100% of market value as possible, and to attain a C.O.D. of 10 or less. The following will show how this update will occur.

- Cycled inspections - Inspect 20% to 25% of all improved properties exclusive of sales inspections and building permit field work (approximately 2,500 improved properties total)– this phase is to start in January with scheduled appointments being made.
- Sales Verification and Inspections: all properties that have been transferred during the analysis year, which is October through September (approximately 1,000 per year)
  - DRA codes will be utilized. This activity requires a certified assessor supervisor.
  - Documentation will be required.
  - Reporting to DRA required.
- Active Permit Inspections – to include digital photographs of all permitted work (approximately 600 per year)

#### Consulting Assistance:

- Provide technical assistance with the review and investigation of 2016/2017 abatement applications received by the town.
- Provide technical assistance and appraisal services to the town with formal appeals to the New Hampshire Board of Tax and Land Appeals and the Superior Court.
- Provide an Assessor in the office four (4) days a week.
- Provide data collection of properties for sales, cycled inspections and building permits.

#### Analyses (Assessment Update Activities):

- Assessments for all properties shall be updated to Conform to RSA 75:1 & 75:8, and be consistent with the Assessing Standards Board requirements for equitable assessments. Specifically:  
  
Modify, through the use of consistent schedules, tables and algorithms, any assessments to ensure that all reflect, at a minimum, 95% of full market value as of April 1.  
  
Ensure that the assessment ratios for all classes of property fall within 5% of the median ratio of the Town.
- Stratified sales analyses shall be performed on all property classes, with a report to be provided to the Assessor for review and consideration. Report shall include a recommendation of action (s) required per RSA 75:1, 75:8 and 75:8-a.
- Any bias noted should be identified, with recommendations to the Assessor as to specific recommended actions.
- Currently, utilizing sales that have occurred since October 2016, any biases must be identified within the residential file:
  - Living area curve, biased at both ends.
  - Quality grades, biased at both ends.
  - Year built (depreciation), biased at both ends.
- Prime wetlands: Utilizing existing GIS layers of data, all parcels with prime wetlands shall continue to be reflected in the CAMA file, with resultant values assigned.

#### Miscellaneous:

- Utilizing extracted reports from CAMA systems, identify all miss-coded or incorrectly coded property uses and make corrections to the file. Verify that all class and property use codes are accurate (state class codes).
- USPAP Compliant report: At the conclusion of the project, a full USPAP report will be produced and submitted to the Town and DRA. The report will serve as explanation and documentation of all changes in assessment. USPAP Standard 6 governs the scope of said report.

- Digital Photographs: Photographs will be taken in digital form for each parcel resident in CAMA without a photo of the primary structures.
- Land, Building & Depreciation Schedules – These are usually developed in May of each tax year. The schedules are based upon the analysis of sales, new land values will be reviewed, along with current construction costs for buildings. Finally, new building depreciation schedules will be developed which will reflect current market conditions.
- Notifications – Assessing's web page will be updated. Taxpayers and the public may view the page through the Town of Derry web site address [www.derrynh.org](http://www.derrynh.org). go to E-Services Assessor's data – online Assessing Information.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

38 Department: FINANCE DEPT		Activity Center : ASSESSOR						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	ASR PERMANENT POSITIONS	201,563	94,826	200,220	103,017	(97,203)	103,017	103,017
140	ASR OVERTIME	225	0	225	225	0	225	225
190	ASR OTHER COMPENSATION	26,534	2,647	2,852	3,579	727	3,579	1,560
200	ASR EMPLOYEE BENEFITS	76,715	44,527	85,166	40,904	(44,262)	40,904	40,516
291	ASR TRAINING & CONFERENCES	3,960	1,379	3,160	3,160	0	3,160	3,160
	<b>TOTAL Personnel Services</b>	<b>308,997</b>	<b>180,812</b>	<b>291,623</b>	<b>150,885</b>	<b>(140,738)</b>	<b>150,885</b>	<b>148,478</b>
<b>Operations &amp; Maintenance</b>								
312	ASR ASSESSING	197,500	179,082	195,000	295,000	100,000	295,000	295,000
341	ASR TELEPHONE	768	629	768	768	0	768	0
342	ASR DATA PROCESSING	10,525	10,150	10,730	10,640	(90)	10,640	10,640
390	ASR OTHER PROFESSIONAL SVS	200	519	200	200	0	200	200
430	ASR REPAIRS & MAINTENANCE	100	81	100	100	0	100	100
440	ASR RENTAL & LEASES	490	350	490	490	0	490	240
490	ASR OTHER PROPERTY RELATED SVS	1,000	0	1,000	1,000	0	1	1
550	ASR PRINTING	2,100	1,158	2,100	2,100	0	2,100	2,100
560	ASR DUES & SUBSCRIPTIONS	2,865	2,781	2,930	3,231	301	3,231	3,231
620	ASR OFFICE SUPPLIES	2,500	2,343	2,000	2,000	0	2,000	2,000
625	ASR POSTAGE	2,492	3,505	4,892	2,892	(2,000)	2,892	2,892
690	ASR OTHER NON CAPITAL	250	0	250	1,250	1,000	1,250	1,250
	<b>TOTAL Operations &amp; Maintenance</b>	<b>220,790</b>	<b>200,598</b>	<b>220,460</b>	<b>319,671</b>	<b>99,211</b>	<b>318,672</b>	<b>317,654</b>
<b>Capital Outlay</b>								
<b>Transfers</b>								
<b>Debt Service</b>								
980	ASR DEBT SERVICE	0	0	0	0	0	0	0
	<b>TOTAL Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL ASSESSOR</b>	<b>529,787</b>	<b>381,410</b>	<b>512,083</b>	<b>470,556</b>	<b>(41,527)</b>	<b>469,557</b>	<b>466,132</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
ASSESSOR

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
13801000 031850 TIMBER TAX RSA 79.3							
12,795.03	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	
13801000 031860 PAYMENTS IN LIEU OF TAXES							
88,455.90	88,400.00	88,456.00	88,400.00	88,400.00	88,400.00	88,400.00	
13801000 031870 EXCAVATION TAX(.02 CUBIC YARD)							
100.00	.00	.00	.00	.00	.00	.00	
13803000 033560 NH STATE & FOREST LAND REIM							
4,921.26	4,954.00	4,921.00	4,954.00	4,954.00	4,954.00	4,954.00	
13804000 034013 ASR COPY CHARGES							
122.00	250.00	250.00	250.00	250.00	250.00	250.00	
13804000 034019 RECORDING FEE REVENUE							
21.49	100.00	100.00	100.00	100.00	100.00	100.00	
13805000 035090 ASR MISCELLANEOUS REVENUE							
450.25	300.00	300.00	300.00	300.00	300.00	300.00	
TOTAL GOV GENERAL FUND							
106,865.93	98,004.00	98,027.00	98,004.00	98,004.00	98,004.00	98,004.00	
TOTAL ASSESSOR							
106,865.93	98,004.00	98,027.00	98,004.00	98,004.00	98,004.00	98,004.00	

## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

DEPARTMENT: FINANCE

ACTIVITY CENTER: FINANCE

DEPARTMENT MISSION:

To manage the Town of Derry's financial resources in a professional fashion in accordance with generally accepted accounting principles, New Hampshire state law and the Town Charter. All activity of the Department is done with the acknowledgement of the Town's stewardship responsibility to the public for efficiently utilizing the resources entrusted to it. This mission is primarily achieved through strict accounting practices, frequent comprehensive reporting, and effective budgeting and budgetary controls, while cooperating and coordinating with all town departments to ensure efficient, overall financial management.

DEPARTMENT OBJECTIVES:

1. Continue to develop and refine internal financial policies, procedures and controls to insure accurate financial reporting.
2. Provide timely and accurate financial advice to the Town Council, departments, boards and committees.
3. Assist other departments in project management through improvements in the budget preparation process, management controls, training, and direct assistance in use of procedures, forms and systems software.
4. Seek out, review and recommend, when appropriate, new technologies that will improve the delivery of service to citizens and improve the overall efficiency of the Town's operations.
5. Produce a Comprehensive Annual Financial Report that continues to receive an annual "Certificate of Achievement for Excellence in Financial Reporting" award from the Government Finance Officers Association of the United States and Canada.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

40 Department: FINANCE DEPT		Activity Center : FINANCE						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	FIN PERMANENT POSITIONS	428,246	407,686	437,347	402,426	(34,921)	411,813	411,813
120	FIN TEMPORARY POSITIONS	1,275	5,256	11,675	1,275	(10,400)	1,275	1,275
140	FIN OVERTIME	2,500	3,134	2,500	2,500	0	2,500	2,500
190	FIN OTHER COMPENSATION	26,133	21,827	22,349	15,651	(6,698)	16,271	7,747
200	FIN EMPLOYEE BENEFITS	177,369	147,358	165,109	168,954	3,845	170,573	169,742
291	FIN TRAINING & CONFERENCES	7,450	171	4,900	4,900	0	2,900	2,900
	<b>TOTAL Personnel Services</b>	<b>642,973</b>	<b>585,432</b>	<b>643,880</b>	<b>595,706</b>	<b>(48,174)</b>	<b>605,332</b>	<b>595,977</b>
<b>Operations &amp; Maintenance</b>								
301	FIN AUDITING SERVICES	89,400	54,400	45,400	45,900	500	45,900	45,900
341	FIN TELEPHONE	984	794	1,008	1,008	0	1,008	0
390	FIN OTHER PROFESSIONAL SERVICE	43,607	33,376	23,693	1,738	(21,955)	1,738	1,738
430	FIN REPAIRS & MAINTENANCE	75	794	81	431	350	431	431
440	FIN RENTAL & LEASES	732	581	732	732	0	732	432
550	FIN PRINTING	1,110	1,821	1,110	1,770	660	1,770	1,770
560	FIN DUES & SUBSCRIPTIONS	615	305	615	355	(260)	355	355
620	FIN OFFICE SUPPLIES	6,000	6,594	6,000	6,000	0	6,000	6,000
625	FIN POSTAGE	7,560	7,334	7,560	5,640	(1,920)	5,640	5,640
630	FIN MAINT & REPAIR SUPPLIES	100	0	100	100	0	100	100
690	FIN OTHER NON CAPITAL	100	1,525	100	100	0	100	100
	<b>TOTAL Operations &amp; Maintenance</b>	<b>150,283</b>	<b>107,838</b>	<b>86,399</b>	<b>63,774</b>	<b>(22,625)</b>	<b>63,774</b>	<b>62,466</b>
<b>Capital Outlay</b>								
<b>Transfers</b>								
<b>Debt Service</b>								
980	FIN DEBT SERVICE	0	0	0	0	0	0	0
	<b>TOTAL Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL FINANCE</b>	<b>793,256</b>	<b>697,148</b>	<b>730,279</b>	<b>659,480</b>	<b>(70,799)</b>	<b>669,106</b>	<b>658,443</b>

# NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

## ACCOUNTS FOR: FINANCE

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
14003000 033199 FEDERAL \$ PASS THRU STATE							
770.20		.00	.00	.00	.00	.00	
14005000 035061 FIN W/COMP & DISABILITY REIMB		.00	.00	.00	.00	.00	
.00		.00	.00	.00	.00	.00	
14005000 035063 REIMBURSEMENTS-NONGOVERNMENTAL		.00	100.00	100.00	100.00	100.00	
.00		100.00	100.00	100.00	100.00	100.00	
14005000 035066 INSURANCE CLAIM REIMBURSEMENT		12,609.56	500.00	500.00	500.00	500.00	
12,609.56		500.00	500.00	500.00	500.00	500.00	
14005000 035090 FIN MISCELLANEOUS REVENUE		2,360.00	5,500.00	.00	.00	.00	
2,360.00		5,500.00	5,500.00	.00	.00	.00	
TOTAL GOV GENERAL FUND	15,739.76	6,100.00	6,100.00	600.00	600.00	600.00	
TOTAL FINANCE	15,739.76	6,100.00	6,100.00	600.00	600.00	600.00	



## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

Department: FINANCE	ACTIVITY CENTER: TAX COLLECTION
<u>Department Mission:</u> <p>To serve the residents of Derry and Town of Derry Departments in an efficient and courteous manner in accordance with New Hampshire state statute. The Tax Collector's office provides motor vehicle registration, boat registration and revenue collections, including the collection of property tax, utility billing, and general billing to the public.</p> <p>To maintain Municipal Agent Certification, as well as obtain information of statute and policy updates, continuous training is required for the staff. Training is offered by the New Hampshire Tax Collector's Association, New Hampshire City and Town Clerk's Association (relating to motor vehicles), Department of Revenue Administration, municipal software providers, the State Bureau of Education &amp; Training, NH Municipal Association and NH Primex.</p> <p>To provide online visibility of tax and utility bills with balance inquiry detail; as well as tax bill reprint capability. In addition to providing optional payment methods to meet the needs of the Town and its citizens, e.g. online payment options for taxes, general billing, motor vehicle and boat registrations, the utilization of retail lockbox services, inside and outside drop-off boxes, drive-up service and an ATM machine conveniently located in the municipal building lobby.</p> <p>To properly record the collection of revenue funds on behalf of the Town and State in a timely manner.</p> <p>To assure the timely recording of tax liens and redemptions at the Rockingham County Registry of Deeds.</p> <p>To advise the Town Council of property eligible for tax deeding due to non-payment of tax liens and execute the Tax Collector's Deed in accordance with state statute.</p> <p>To advise the Town Council of deeded property eligible for disposition in accordance with the State Statute and Town Code.</p> <u>Department Objectives:</u> <ol style="list-style-type: none"><li>1. To implement the efficient and secure method of acceptance of credit card payments for other town departments.</li><li>2. Pursue further training for staff, allowing them to achieve their highest level of professional knowledge.</li><li>3. Encourage citizens to seek information available on the Town's webpage to better assist them in their quest for answers.</li><li>4. Continue educating tax payers on the process of tax collection, as allowed by state statute, in an effort to decrease the number of delinquent tax payers.</li><li>5. Strive to keep office costs down while maintaining excellent customer service.</li></ol>	

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

42 Department: FINANCE DEPT		Activity Center : TAX COLLECTOR						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	TAX PERMANENT POSITIONS	236,890	245,205	251,699	288,321	36,622	288,321	288,321
140	TAX OVERTIME	6,250	9,244	12,839	10,856	(1,983)	10,856	10,856
190	TAX OTHER COMPENSATION	14,994	11,497	10,082	17,950	7,868	17,950	15,119
200	TAX EMPLOYEE BENEFITS	116,971	111,613	113,054	101,004	(12,050)	101,004	100,782
240	TAX TUITION REIMBURSEMENT	0	0	0	0	0	0	0
291	TAX TRAINING & CONFERENCES	3,610	4,705	3,870	3,790	(80)	3,790	3,790
	<b>TOTAL Personnel Services</b>	<b>378,715</b>	<b>382,264</b>	<b>391,544</b>	<b>421,921</b>	<b>30,377</b>	<b>421,921</b>	<b>418,868</b>
<b>Operations &amp; Maintenance</b>								
320	TAX LEGAL	6,000	49,978	36,000	30,000	(6,000)	19,000	19,000
340	TAX BANKING SERVICES	3,050	3,095	3,050	3,450	400	3,450	3,450
341	TAX TELEPHONE	840	735	996	996	0	996	0
342	TAX DATA PROCESSING	16,100	6,150	16,100	7,500	(8,600)	7,500	1,000
390	TAX OTHER PROFESSIONAL SVS	26,390	39,509	27,650	28,060	410	28,060	28,060
412	TAX WATER	1,000	1,165	1,000	1,000	0	1,000	1,000
413	TAX SEWER	975	392	975	650	(325)	650	650
430	TAX REPAIRS & MAINTENANCE	0	351	0	9,500	9,500	500	500
440	TAX RENTAL & LEASES	1,336	1,056	1,336	1,456	120	1,456	1,116
490	TAX OTHER PROPERTY RELATED SVS	150,000	5,235	0	0	0	0	0
550	TAX PRINTING	4,000	2,341	3,500	3,500	0	3,500	3,500
560	TAX DUES & SUBSCRIPTIONS	40	1,020	40	190	150	190	190
620	TAX OFFICE SUPPLIES	5,500	7,881	7,500	7,500	0	7,500	7,500
625	TAX POSTAGE	23,160	27,632	27,025	27,600	575	27,600	27,600
670	TAX BOOKS & PERIODICALS	100	0	100	100	0	100	100
690	TAX OTHER NON CAPITAL	7,100	1,549	0	0	0	0	0
820	TAX OTHER EXPENSES	2,100	2,015	2,100	2,100	0	2,100	2,100
	<b>TOTAL Operations &amp; Maintenance</b>	<b>247,691</b>	<b>151,178</b>	<b>127,372</b>	<b>123,602</b>	<b>(3,770)</b>	<b>103,602</b>	<b>95,766</b>
<b>Capital Outlay</b>								
750	TAX FURNITURE & FIXTURES	1,840	1,837	0	0	0	0	0

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

42 Department: FINANCE DEPT		Activity Center : TAX COLLECTOR						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
	TOTAL Capital Outlay	1,840	1,837	0	0	0	0	0
	Transfers							
960	TAX TFR TO TRUST/AGENCY FUND	283,100	270,269	273,250	272,900	(350)	272,900	272,900
	TOTAL Transfers	283,100	270,269	273,250	272,900	(350)	272,900	272,900
	Debt Service							
980	TAX DEBT SERVICE	0	0	0	0	0	0	0
	TOTAL Debt Service	0	0	0	0	0	0	0
	TOTAL TAX COLLECTOR	911,346	805,548	792,166	818,423	26,257	798,423	787,534

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
TAX COLLECTOR

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
14201000 031890 BOAT TAX RSA 84.1							
	10,070.90	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	
14201000 031900 INT/PEN DELINQ TAXES RSA 76.13							
	620,995.38	510,000.00	510,000.00	510,000.00	510,000.00	510,000.00	
14201007 031900 INT & PENALTY-DELINQ TAX							
	.00	.00	.00	.00	.00	.00	
14202001 032201 MOTOR VEHICLE PERMIT DECALS							
	120,633.00	118,500.00	118,500.00	118,500.00	118,500.00	118,500.00	
14202001 032202 MOTOR VEHICLE REGISTRATION							
	5,392,294.00	5,100,000.00	5,100,000.00	5,250,000.00	5,250,000.00	5,250,000.00	
14202001 032203 MOTOR VEHICLE TITLE FEE							
	16,907.00	16,000.00	16,000.00	17,000.00	17,000.00	17,000.00	
14202001 032906 TRIMF TC TRANSPORTATION IMPROVE FEE							
	183,060.00	182,500.00	182,500.00	182,000.00	182,000.00	182,000.00	
14202001 032906 WTREC WASTE TIRE RECLAMATION FEE							
	105,515.00	109,000.00	109,000.00	109,100.00	109,100.00	109,100.00	
14204000 034013 TAX COPY CHARGES							
	162.00	300.00	300.00	200.00	200.00	200.00	
14204000 034019 CURR USE RELEASE FEE							
	.00	.00	.00	100.00	100.00	100.00	
14205000 035011 SALE OF TOWN PROPERTY							
	125.00	.00	.00	.00	.00	.00	
14205000 035012 TAX SALE OF TAXDEEDED PROPERTY							
	331,811.29	400,000.00	400,000.00	300,000.00	300,000.00	300,000.00	
14205000 035043 TAX MISC & BAD CK FEE REVENUE							
	687.30	4,465.00	4,465.00	2,000.00	2,000.00	2,000.00	
14205000 035063 REIMBURSEMENTS-NONGOVERNMENTAL							
	.00	.00	.00	.00	.00	.00	
14205000 035090 TAX MISCELLANEOUS REVENUE							
	4,291.41	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	
14205000 035090 DEED MISCELLANEOUS REVENUE							
	53.16	.00	.00	.00	.00	.00	
TOTAL GOV GENERAL FUND							
	6,786,605.44	6,449,965.00	6,449,965.00	6,498,100.00	6,498,100.00	6,498,100.00	
TOTAL TAX COLLECTOR							
	6,786,605.44	6,449,965.00	6,449,965.00	6,498,100.00	6,498,100.00	6,498,100.00	

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

44 Department: FINANCE DEPT		Activity Center : OTHER MUNICIPAL OBLIGATIONS						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
120	OMO TEMP WAGES	720	859	720	720	0	720	720
190	OMO OTHER COMPENSATION	178,100	249,815	145,505	160,428	14,923	0	420,899
200	OMO BENEFITS	164,835	190,433	163,805	180,531	16,726	127,189	246,249
	<b>TOTAL Personnel Services</b>	<b>343,655</b>	<b>441,108</b>	<b>310,030</b>	<b>341,679</b>	<b>31,649</b>	<b>127,909</b>	<b>667,868</b>
<b>Operations &amp; Maintenance</b>								
320	OMO LEGAL SERVICES	250,000	207,067	200,000	150,000	(50,000)	150,000	150,000
330	OMO MANAGEMENT SERVICES	12,724	10,134	12,724	12,721	(3)	12,721	12,721
390	OMO OTHER PROFESSIONAL SVS	1,321,035	150,998	1,100	1,100	0	1,100	1,100
412	OMO HYDRANTS	0	0	414,013	414,013	0	414,013	414,013
480	OMO PROPERTY INSURANCE NOC	253,528	268,587	289,399	272,959	(16,440)	272,959	272,959
	<b>TOTAL Operations &amp; Maintenance</b>	<b>1,837,287</b>	<b>641,567</b>	<b>917,236</b>	<b>850,793</b>	<b>(66,443)</b>	<b>850,793</b>	<b>850,793</b>
<b>Capital Outlay</b>								
740	OMO MACHINERY & EQUIPMENT	0	0	0	1,610,012	1,610,012	1,610,012	0
800	OMO OTHER EXPENSES	1,428,151	1,428,151	0	0	0	0	0
	<b>TOTAL Capital Outlay</b>	<b>1,428,151</b>	<b>1,428,151</b>	<b>0</b>	<b>1,610,012</b>	<b>1,610,012</b>	<b>1,610,012</b>	<b>0</b>
<b>Transfers</b>								
910	OMO TFR TO SPECIAL REVENUE	11,000	11,000	513,500	11,000	(502,500)	21,000	21,000
930	OMO TFR TO CAPITAL PROJ FUND	1	125,000	1	1	0	1	1
960	OMO TFR TO CAPITAL RESERVE	245,291	0	91,618	97,437	5,819	0	0
	<b>TOTAL Transfers</b>	<b>256,292</b>	<b>136,000</b>	<b>605,119</b>	<b>108,438</b>	<b>(496,681)</b>	<b>21,001</b>	<b>21,001</b>
<b>Debt Service</b>								
980	OMO DEBT SERVICE	904,694	914,703	782,517	953,225	170,708	953,225	1,521,218
	<b>TOTAL Debt Service</b>	<b>904,694</b>	<b>914,703</b>	<b>782,517</b>	<b>953,225</b>	<b>170,708</b>	<b>953,225</b>	<b>1,521,218</b>
	<b>TOTAL OTHER MUNICIPAL OBLIGATIONS</b>	<b>4,770,079</b>	<b>3,561,529</b>	<b>2,614,902</b>	<b>3,864,147</b>	<b>1,249,245</b>	<b>3,562,940</b>	<b>3,060,880</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

## ACCOUNTS FOR:

## OTHER MUNICIPAL OBLIGATIONS

		2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000	GOV GENERAL FUND							
14403000	033520 NH MEALS & ROOMS TAX	1,585,012.11	1,585,012.00	1,703,724.00	1,703,724.00	1,703,724.00	1,703,724.00	
14403000	033591 NH REIMB FOR COURTHOUSE BOND	92,531.25	.00	.00	.00	.00	.00	
14403000	033793 INTERGOVERNMENT REIMBURSEMENT	.00	.00	.00	.00	.00	.00	
14405000	035020 INTEREST REVENUE	218,062.92	206,000.00	206,000.00	220,000.00	220,000.00	220,000.00	
14405000	035020 BRADY INTEREST REVENUE-WW NOTE	.00	.00	.00	14,610.00	14,610.00	14,610.00	
14405000	035020 DPLCI INTEREST REVENUE	103.32	.00	.00	.00	.00	.00	
14405000	035020 EGOV INTEREST REVENUE	519.70	.00	.00	.00	.00	.00	
14405000	035020 EMEQ INTEREST REVENUE	1.79	.00	.00	.00	.00	.00	
14405000	035020 FCR FIRE CAP RES INTEREST REVENUE	4,953.05	.00	.00	.00	.00	.00	
14405000	035020 FF&E INTEREST REVENUE	419.88	.00	.00	.00	.00	.00	
14405000	035020 GFCA INTEREST REVENUE	10,766.75	.00	.00	.00	.00	.00	
14405000	035020 HWYMA INTEREST REVENUE	409.78	.00	.00	.00	.00	.00	
14405000	035020 L&BLD INTEREST REVENUE	1,013.44	.00	.00	.00	.00	.00	
14405000	035020 PARKF INTEREST REVENUE	316.89	.00	.00	.00	.00	.00	
14405000	035020 PCR POL CP CAP RES INTEREST REV	2,713.18	.00	.00	.00	.00	.00	
14405000	035020 POLVE INTEREST REVENUE	1.03	.00	.00	.00	.00	.00	
14405000	035020 PWCR PUBWKS RES INTEREST REVENUE	5,051.15	.00	.00	.00	.00	.00	
14405000	035020 TLCI INTEREST REVENUE	630.97	.00	.00	.00	.00	.00	
14405000	035022 DPLCI GAIN ON FAIR MKT VALUE-INVESTM	178.84	.00	.00	.00	.00	.00	
14405000	035022 EGOV GAIN ON FAIR MKT VALUE-INVESTM	990.44	.00	.00	.00	.00	.00	

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:		2016	2017	2017	2018	2018	2018	
OTHER MUNICIPAL OBLIGATIONS		ACTUAL	ORIG BUD	REVISED BUD	Dept Final	Town Admin	Adopted	COMMENT
14405000	035022 EMEQ	GAIN ON FAIR MKT VALUE-INVESTM						
		-1.22	.00	.00	.00	.00	.00	
14405000	035022 FCR	FIRE CAPRES GAIN ON FMV-INVEST						
		9,983.78	.00	.00	.00	.00	.00	
14405000	035022 FF&E	GAIN ON FAIR MKT VALUE-INVESTM						
		486.00	.00	.00	.00	.00	.00	
14405000	035022 GFCA	GAIN ON FAIR MKT VALUE-INVESTM						
		19,253.31	.00	.00	.00	.00	.00	
14405000	035022 HWYMA	GAIN ON FAIR MKT VALUE-INVESTM						
		1,171.65	.00	.00	.00	.00	.00	
14405000	035022 L&BLD	GAIN ON FAIR MKT VALUE-INVESTM						
		1,802.89	.00	.00	.00	.00	.00	
14405000	035022 PARKF	GAIN ON FAIR MKT VALUE-INVESTM						
		568.54	.00	.00	.00	.00	.00	
14405000	035022 PCR	GAIN ON FAIR MKT VALUE-INVESTM						
		5,808.41	.00	.00	.00	.00	.00	
14405000	035022 POLVE	GAIN ON FAIR MKT VALUE-INVESTM						
		-.14	.00	.00	.00	.00	.00	
14405000	035022 PWCR	PW GAIN ON FAIR MKT VAL-INVEST						
		9,321.74	.00	.00	.00	.00	.00	
14405000	035022 TLCI	GAIN ON FAIR MKT VALUE-INVESTM						
		1,127.74	.00	.00	.00	.00	.00	
14405000	035063	REIMBURSEMENTS-NONGOVERNMENTAL						
		489.80	.00	.00	.00	.00	.00	
14405000	035090	MISCELLANEOUS REVENUE						
		.00	.00	.00	.00	.00	.00	
14406000	039120	TFR FROM SPECIAL REVENUE FUND						
		56.00	.00	.00	.00	.00	.00	
14406000	039120 CABLE	TFR FROM CABLE SPEC REV FUND						
		.00	100,000.00	100,000.00	.00	.00	.00	
14406000	039141 MTBE	TFR FROM WATER-MTBE						
		.00	.00	.00	.00	.00	.00	
14406000	039142	TRANSFER FROM CABLE						
		.00	.00	.00	.00	.00	.00	
14407000	039350	REFUNDING BOND PROCEEDS						
		1,475,000.00	.00	.00	.00	.00	.00	
14408002	039390	OMO CAPITAL LEASE REVENUE						
		.00	.00	.00	1,610,012.00	1,610,012.00	.00	
14409000	039399	BUDGETARY USE OF FUND BALANCE						
		.00	432,618.00	953,085.00	97,437.00	650,000.00	650,000.00	
14409000	039399 CBA	HEALTH PREM SAV EXP TRS CRF FB						
		.00	.00	.00	.00	237,000.00	237,000.00	
14409000	039399 EGOV	BUDGETARY USE OF FUND BALANCE						
		.00	.00	.00	.00	.00	24,398.00	

# NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

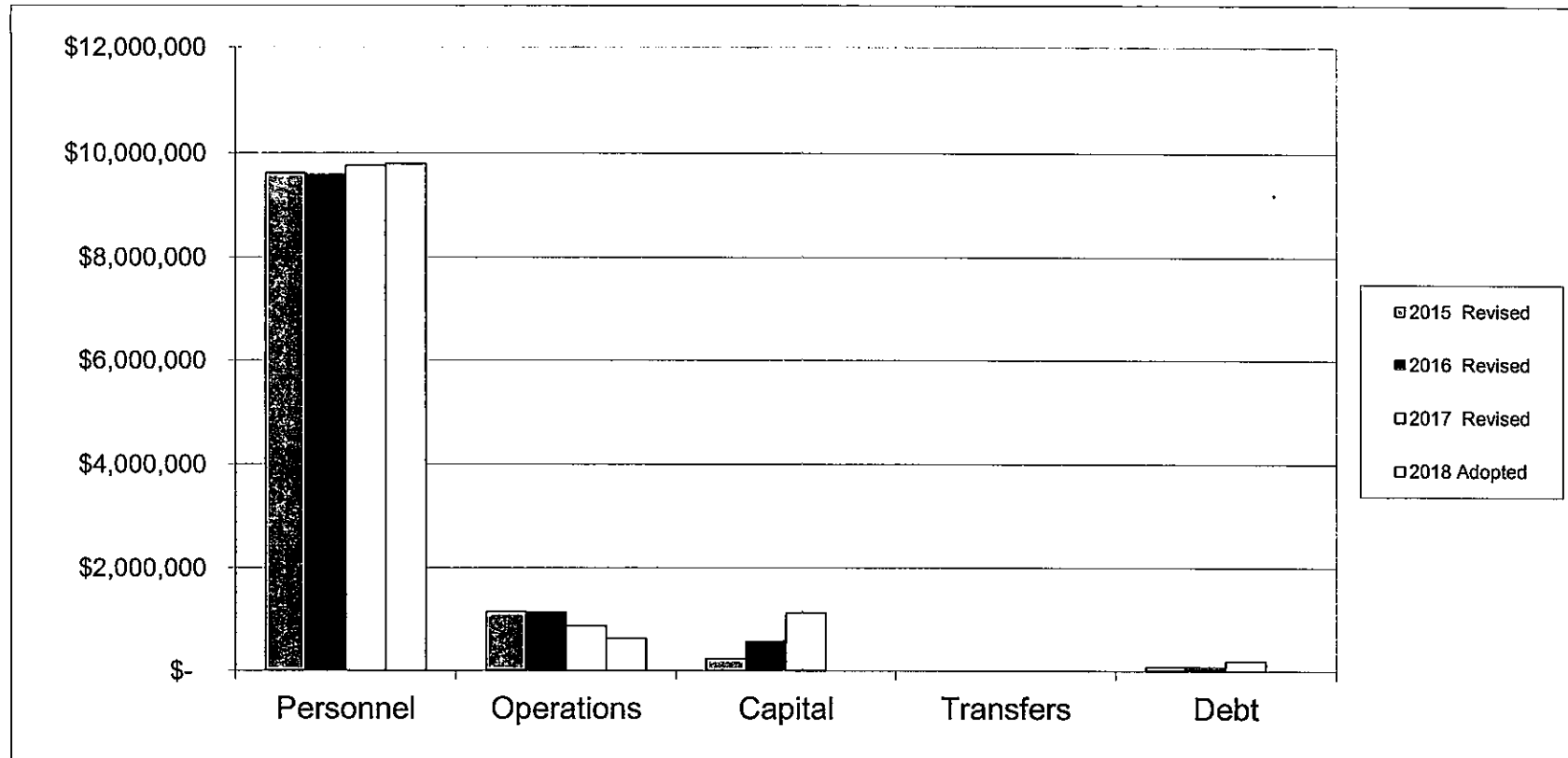
FOR PERIOD 99

ACCOUNTS FOR:							
OTHER MUNICIPAL OBLIGATIONS							
		2016	2017	2017	2018	2018	2018
		ACTUAL	ORIG BUD	REVISED BUD	Dept Final	Town Admin	Adopted
							COMMENT
14409000 039399 FCR	BUDGETARY USE OF FUND BALANCE	.00	.00	.00	.00	.00	249,307.00
14409000 039399 GFCA	USE GFCA CAP RESERVE FUND BAL	.00	189,055.00	189,055.00	213,780.00	.00	.00
14409000 039399 PWCR	BUDGETARY USE OF FUND BALANCE	.00	.00	.00	.00	.00	95,614.00
TOTAL GOV GENERAL FUND		3,448,744.99	2,512,685.00	3,151,864.00	3,859,563.00	4,435,346.00	3,194,653.00
TOTAL OTHER MUNICIPAL OBLIGA		3,448,744.99	2,512,685.00	3,151,864.00	3,859,563.00	4,435,346.00	3,194,653.00



# FIRE

**Town of Derry, NH  
Fire Department Budget Comparison  
FY2015 - FY2018**



	2015 Revised	2016 Revised	2017 Revised	2018 Adopted	% Change FY17-FY18
Personnel	\$ 9,621,396	\$ 9,587,679	\$ 9,757,258	\$ 9,793,068	0.4%
Operations	1,144,028	1,132,352	860,791	630,050	-26.8%
Capital	234,500	564,300	1,123,000	-	-100.0%
Transfers	-	-	-	-	N/A
Debt	79,747	76,720	182,228	-	-100.0%
<b>Total</b>	<b>\$ 11,079,671</b>	<b>\$ 11,361,051</b>	<b>\$ 11,923,277</b>	<b>\$ 10,423,118</b>	<b>-12.6%</b>

**Town of Derry, NH**

**Department Mission and Objectives  
Fiscal Year 2018**

**DEPARTMENT:** Fire

**ACTIVITYCENTER:** Prevention & Emergency Services

The Core Values of the Derry Fire Department continue to be Excellence through Professionalism, Integrity and Compassion.

The vision for our Fire Department is to improve quality of life through innovative community risk reduction programs and effective delivery of emergency services as validated through accreditation and professional standards.

The mission of the Derry Fire Department is ***"Plan, Prevent, Provide."*** In other words to plan for emergency incidents and events; to prevent those incidents from occurring, and when we are unable to prevent them; to provide the highest level of fiscally responsible, effective, and efficient services in order to enhance the health, welfare and safety of the citizens, visitors and businesses in the Town of Derry.

Emergency services provided by the Derry Fire Department include fire code compliance inspections and plan reviews, public safety education and training, fire suppression, advanced life support - emergency medical transport services, hazardous material incident mitigation, technical rescue and emergency dispatch services to Derry and a number of other local towns, as well as, other services required to insure the safety of the residents and visitors of the community.

**DEPARTMENT OBJECTIVES**

We shall:

- Minimize the loss of life and damage to property from fire through public education and code compliance; along with competent and timely emergency medical responses that provide high quality pre-hospital advanced and basic life support treatment and emergency transport services to community residents and visitors; technical rescues services necessitated by growing commercial development of Derry and its roadways; and fire suppression services to community residents and visitors to the community who experience fires.
- Provide a safe work environment for our members through an active joint Labor/Management Health and Safety Program.

## **Town of Derry, NH**

### **Department Mission and Objectives Fiscal Year 2018**

- Provide a diverse range of non-emergency services and educational programs that improve the health, safety and security of the public, businesses, schools, community groups and visitors, while minimizing personal injuries, loss of life, and property loss.
- Continue to expand mutual aid, automatic aid and other regional public safety initiatives.
- Continue to work with the Derry Finance Department to develop policies and procedures that will enhance collection efforts for ambulance transport services.
- Continue our detailed Post Incident Analysis Program that researches, documents, and make recommendations on improving incident safety, communications, methods, procedures, and training so that we can improve operational efficiency and safety.
- Develop a data input and retrieval system through our computer aided dispatch system and record keeping systems that will assist the Department to improve the effectiveness and efficiency of our current services.

The delivery of fire suppression services, ALS emergency medical transport services, fire prevention and code enforcement and emergency communications are at the core of the existence of the Derry Fire Department.

In regards to fire suppression and technical rescue, our efforts are focused upon safe arrival and for the coordinated, timely rescue of trapped occupants; protecting those areas not actively involved in fire; confining the spread of fire to the area of origin; extinguishing the fire; protecting and salvaging the contents of the building; and conducting an exhaustive search to ensure all hidden fire has been exposed and extinguished. To maintain the readiness of these forces, the Department participates in a series of training programs to insure timely and professional services.

The delivery of emergency medical services (EMS) is the largest volume service offered by the Derry Fire Department. This service involves responding appropriate resources to requests for emergency medical aid, providing the appropriate level of pre-hospital medical care and then safely transporting the patient to the closest, most appropriate medical facility.

The Department maintains one ambulance located at the Central Station which is equipped and staffed at the Advanced Life Support (Paramedic) level on a twenty-four hour basis. Three other Advanced Life Support Ambulances, located at the Island Pond Station, Hampstead Road Station and the English Range Station, are immediately available and are cross staffed by personnel,

## **Town of Derry, NH**

### **Department Mission and Objectives Fiscal Year 2018**

including one Paramedic, otherwise assigned to fire engines. This allows us to provide the most cost effective and efficient fire suppression and EMS services to the entire community.

The initial budget, as proposed by the Department for FY 2018, will maintain the current staffing levels and allow the normal shift staffing to remain at a minimum of 15/16 personnel. Our current staffing model allows each shift to operate with a scheduled maximum of 16 personnel daily and operate with a minimum of 15 personnel. This staffing model allows the Town to maintain the absolute minimum safe staffing of fire and EMS apparatus, while at the same time it also allows us to maintain the approved budget and keep all stations open 24 hours a day every day. When shift staffing is at 15 there is a reduction in the overall service level to the Town; including the inability to staff and respond our Tanker to reported or confirmed structure fires.

Through the Bureau of Fire Prevention - the Department provides a full range of services to insure proper compliance with applicable local, state and national fire safety codes and ordinances, while supporting local businesses, landlords and homeowners through timely issuance and inspection of legally required permits. In addition, the Department provides citizen education on topics intended to prevent the outbreak of fire, and to increase their ability to survive a fire should one occur. This activity is the most effective activity from the perspective of avoiding human suffering.

**Code Compliance:** The Department provides a full range of fire code compliance services including plans review, site inspections and on-going annual fire code inspections. Technically demanding plan reviews are conducted by the Bureau of Fire Prevention. These reviews typically involve commercial properties or properties that constitute places of assembly. Residential plan review is limited to multiple family residential structures. Once the plans receive approval, routine inspections are conducted during all phases of building construction to insure that construction proceeds in compliance with applicable fire codes. The Bureau of Fire Prevention conducts code compliance inspections for residential heating systems; this includes gas-burning appliances, oil burners and like equipment. Inspections to review on-going code compliance are conducted by trained fire inspectors. The goal of the Department is to visit as many commercial properties, manufacturing facilities, schools, day-cares and places of public assembly as possible each year to ensure proper continuing fire code compliance as required by the State Fire Code. Furthermore, continue our initiative of improving life-safety in multi-family dwellings through regular fire inspections and code enforcement.

## **Town of Derry, NH**

### **Department Mission and Objectives Fiscal Year 2018**

**Fire In-Service Training and Education:** This on-going program is designed to maintain the skill level of department personnel in fire sciences, and the skills and competencies relating to fire suppression operations. This program includes a series of weekly and monthly training topics coordinated by the Office of the Battalion Chief and each company officer.

The Department provides fire and rescue training without the availability of a full-time Training Officer. The Department relies on Private Contract Companies, Trainers, and the State of NH Fire Academy to provide training programs. The Department augments its training by the use of video tape training program and on-line services when available. The Department continues to utilize Derry fire fighters to assist in the training of Derry fire fighters. Each member is required to actively participate in providing training for the Department.

In FY17 - the Department members participated in fire and rescue training programs offered by the New Hampshire Fire Academy at no cost to the Department. The Department continues to investigate and implement programs with regional agencies, including local Fire Departments, the State Fire Marshalls Office, the New Hampshire Fire Academy, the Fire Prevention Society of NH, Parkland Medical Center and Pinkerton Academy. Sharing of training resources allows the Department to maintain skills and competencies with a minimal training budget.

**EMS In-Service Training and Education:** This on-going program is designed to ensure that field practitioners maintain a high level of proficiency in emergency pre-hospital medical care. The Department maintains an annual training schedule that provides weekly training topics designed to bolster our ability to provide high-level patient care, and to meet requirements established by the rules of the State of New Hampshire Bureau of Emergency Services.

**Pre-Incident Planning and Risk Assessment:** This on-going program is designed to determine what realistic risks are faced by the community, how best to protect the community from these and how best to respond to these risks. This includes using current resources and capabilities provided by the Derry Fire Department, reallocation of resources, expansion of our technical rescue capabilities and expanded involvement with mutual and automatic aid.

**Haz –Mat In-Service Training and Education:** This on-going program is designed to maintain the skill level of department personnel in hazardous materials response. This program includes an

## **Town of Derry, NH**

### **Department Mission and Objectives Fiscal Year 2018**

annual refresher training class and is intended to maintain the certification of all personnel at the Hazmat Operations Level.

**Public Education and Community Service:** The Department provides an array of public education and community services intended to meet the needs of a diverse community. Services and education that we continue to provide include CPR/Narcan/First Aid training, CATV education programs, and injury and illness awareness programs. During 2017 - the Department provided successful CPR/Narcan administration training to number of community groups and individuals. The Department, in conjunction with the Rockingham VNA, has continued with a "slips and falls" preventative program for seniors and other at risk populations in Derry.

During FY18, the department will continue to partner with the Community Alliance for Teen Safety (CATS) and Pinkerton Academy to produce safety programs for teenagers. Further, we will continue with activities such fire station visits by community groups and visitors, programs targeting pre-school students, public fire extinguisher training, and our Annual Open House. These efforts will be coordinated through our Chief Officers and Bureau of Fire Prevention. Combining these services with the proper application of fire codes reduces the emotional and financial harm citizen's face under fire conditions. For this reason, we feel our Fire Prevention and Education activities are among the most valuable offered to the community.

**Equipment Procurement and Replacement:** The Department maintains a system for the replacement of expendable and non-expendable fire and medical supplies to ensure vehicles are in a constant state of readiness. Responsibility for this program is shared throughout various levels of the Department. Department members are responsible to replace supplies used after each emergency from available inventory. Fire Captains are responsible for vehicle inventories and the in-house inventory of expendable fire and medical supplies. The Director of EMS is responsible for supply orders, as well as establishing and maintaining relationships with EMS medical vendors.

**Fire Equipment/Supply Maintenance & Replacement:** The Department maintains small equipment needed to complete our fire suppression mission such as exhaust fans, extrication equipment, self-contained breathing apparatus and protective clothing. This program is coordinated through the Office of the Battalion Chief which is responsible for the upkeep of records and schedules.

## **Town of Derry, NH**

### **Department Mission and Objectives Fiscal Year 2018**

**Wellness and Physical Fitness:** The Department maintains a program of medical physical exams to ensure personnel are physically capable of performing the rigors required of fire fighters. A program of on-duty physical fitness supports this program. Each fire station has a designated fitness area with aerobic, strength and flexibility equipment that is available to all Department employees 24 hours a day. These fitness activities enhance or maintain the level of fitness and ability to complete the oftentimes physically challenging tasks associated with firefighting. These programs are coordinated jointly through the Fire Chief's office and the Department's wellness coordinators. In FY18 the Department will continue with our annual Firefighter Wellness Week when the Department participates in a national "stand down" week to review Department policies, procedures, equipment and the mindset of employees in order to raise awareness of health and safety. This week has provided input to revise policies and enhance equipment.

**National Accreditation Level of Care:** The Derry Fire Department has become one of only eleven fire based EMS providers in the nation, and is one of only ten EMS providers in New England to operate its ambulance service at national accreditation standards level. The Department achieved accreditation through the Commission on Accreditation of Ambulance Services (CASS) in 1999 and was reaccredited in 2016.

**Continuous Quality Initiative:** The Department maintains a Continuous Quality Care (CQI) initiative intended to insure a high standard of patient care. Patient Care reports are reviewed to insure compliance with treatment standards and protocols.

In instances when standards of care have not been followed or achieved, further scrutiny occurs to identify the cause of the deviation to insure future compliance. The CQI program also includes a format where field practitioners can recommend changes to standards of care and protocols based upon field experiences. The Derry Fire Department has had an active CQI process for many years, long before it became a requirement under the New Hampshire Bureau of Emergency Medical Services rules.

**Contract Services to Surrounding Communities:** In addition to providing emergency medical services to the citizens of Derry, the Department provides these services to the Towns of Chester and Auburn. In total - emergency medical services gross approximately \$ 1,310,000 in revenues annually for the Town.



## **Town of Derry, NH**

### **Department Mission and Objectives Fiscal Year 2018**

**Southeastern New Hampshire Hazardous Materials Mutual Aid District (SENHHMMAD):** The Department maintains an active membership and high level of support of this Hazardous Materials Mutual Aid District. This District consists of 16 communities banded together to provide a coordinated hazardous material response capability. The Department maintains a Level B hazardous materials response capability for the protection of the community. This response level allows responders to analyze and mitigate releases of hazardous materials that pose a hazard through inhalation, direct contact or skin absorption. This response level is commensurate with the typical risk within the Town of Derry. Although hazardous materials response is a low frequency within Derry, the high consequence of such an incident to people, groundwater, and the environment merits our measured delivery of hazmat services. To maintain a response readiness, the Department undertakes a series of training programs including those provided by the SENHHMMAD to ensure timely and professional services. Additionally, the District stocks the Hazardous Materials Response Trailer which is located at Central Station with spill containment supplies. The Derry Fire Department provides two Team Leaders, 14 Haz-Mat Technicians and 2 Communication Specialists to support the SENHHMMAD. Through the terms of the mutual aid agreement, our personnel receive monthly training exercises, annual medical evaluations and all protective apparel needed to participate according to Federal guidelines. All cost associated with these members participating are reimbursed to the Town through the District. The District draws its funding from an annual per capita assessment from each community as well as from grants and reimbursed costs from incidents and donations.

**Fleet Maintenance:** The Department maintains an on-going vehicle maintenance program through the Director of Maintenance. The program includes scheduled safety checks and fluid changes, as well as annual certification of pumps, ground ladders and aerial ladders as well as biannual state inspections. The vehicle maintenance facility is shared with the Derry Police Department and allows us to provide repairs and preventative maintenance in a safe and efficient manner by working closely with the police maintenance personnel. The Fire Mechanic is a certified ASE and EVT (Emergency Vehicle Technician). With the increasing specialization of unique equipment on fire and EMS emergency vehicles, an appropriately trained and certified fleet mechanic is important to reducing liability to the Town of Derry.

**Facilities Maintenance:** The Department provides services to the community through four fire station facilities. On-duty personnel complete the majority of maintenance and repair at these facilities. The office of the Fire Chief and the Office of the Battalion Chief, along with the Station

**Town of Derry, NH**

**Department Mission and Objectives  
Fiscal Year 2018**

Captains oversees the physical plants at our facilities. These individuals are responsible for contacts with private contractors and the coordination of on-going maintenance at the fire stations.

## **Town of Derry, NH**

### **Department Mission and Objectives Fiscal Year 2018**

The Bureau is also responsible for maintaining the Town's Municipal Fire Alarm System through a radio and masterbox system. The municipal fire alarm system consists of fire alarm wire strung throughout four separate circuits in town. The system monitors many residential and commercial businesses in town for fire and trouble signals. The Bureau monitors over 318 alarm systems in occupancies throughout the Town of Derry and an additional 30 radio boxes in the towns that have contracted for our dispatch services.

The Bureau provides training programs that are designed to maintain the skill level of department personnel in the most current dispatch operations. This program includes a regular review of operating procedures and requires attendance at outside educational seminars. Through our Continuous Quality Improvement (CQI) program, The Director of Communications with the CQI Committee reviews the incident recordings and dispatch logs of all major incidents (and any incident upon request) to ensure consistency, quality, and adherence to all regulations, guidelines, and industry standard dispatch practices. This review includes the dispatcher(s) involved in the incident and is used as training opportunities for all dispatchers.

The Bureau coordinates with the Town's IT Department to develop, plan, and maintain radio, telephone, computer hardware and software equipment used for dispatch and administrative purposes. This equipment is as small as a keyboard, to an extensive network of data and radio equipment located onsite and at remote radio tower sites.

The Bureau is managed by a Director of Communications. The Director coordinates communication and technology issues with the Town's GIS Director; the Department's radio and software vendors, Fire Prevention and Fire Suppression Personnel, and the three communities and regional hazmat team that Derry contracts with to provide dispatch services.

**Town of Derry, NH**

**Department Mission and Objectives  
Fiscal Year 2018**

**DEPARTMENT OBJECTIVES**

We shall:

- Continue to meet with local communities and their fire departments to investigate the possibility of forming a regional dispatch consortium or other alternatives for combined dispatch services
- Expand the data input and retrieval system through our computer aided dispatch system and record keeping systems that will assist the Department to improve the effectiveness and efficiency of our emergency services.
- Evaluate the current Municipal Fire Alarm System. Determine the future growth of the system or replacing the system with Radio Boxes at each facility currently using Master Boxes.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

10 & 14 Department: FIRE		Activity Center : PREVENTION & EMERGENCY SVS						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	P&ES PERMANENT POSITIONS	4,009,448	3,736,558	4,001,603	4,430,595	428,992	4,340,265	4,683,307
140	P&ES OVERTIME	775,692	956,986	838,000	838,000	0	838,000	922,000
190	P&ES OTHER COMPENSATION	857,109	763,789	784,293	791,895	7,602	785,277	611,851
200	P&ES EMPLOYEE BENEFITS	3,244,652	2,965,282	3,364,377	3,452,299	87,922	3,367,155	3,493,970
240	P&ES TUITION REIMBURSEMENT	10,000	10,000	10,000	15,000	5,000	15,000	15,000
291	P&ES TRAINING & CONFERENCES	24,850	19,097	29,390	27,650	(1,740)	27,650	30,650
292	P&ES UNIFORMS	32,487	33,959	34,940	34,940	0	34,940	36,290
	<b>TOTAL Personnel Services</b>	<b>3,954,238</b>	<b>8,485,671</b>	<b>9,062,603</b>	<b>9,590,379</b>	<b>527,776</b>	<b>9,408,287</b>	<b>9,793,068</b>
<b>Operations &amp; Maintenance</b>								
340	P&ES BANKING SERVICES	6,400	1,175	0	1,920	1,920	1,920	1,920
341	P&ES TELEPHONE	22,140	15,695	20,160	22,800	2,640	22,800	0
342	P&ES DATA PROCESSING	13,350	9,389	15,296	13,796	(1,500)	13,796	8,000
355	P&ES PHOTO LABORATORY	200	0	200	200	0	200	200
360	P&ES CUSTODIAL SERVICES	6,200	4,995	6,200	6,200	0	6,200	6,500
390	P&ES OTHER PROFESSIONAL SVS	107,774	86,796	90,486	93,262	2,776	93,262	94,082
410	P&ES ELECTRICITY	31,178	27,719	28,770	28,770	0	28,770	29,620
411	P&ES HVAC	23,621	17,029	25,480	25,480	0	25,480	25,903
412	P&ES WATER	415,103	415,128	1,325	1,325	0	1,325	1,350
413	P&ES SEWER	3,700	7,609	3,700	3,700	0	3,700	3,730
430	P&ES CONTRACT REPAIR & MAINT	55,740	61,176	56,260	68,340	12,080	68,340	75,570
440	P&ES RENTAL & LEASES	10,859	8,599	12,224	12,974	750	12,974	4,574
490	P&ES OTHER PROPERTY RELATED SV	8,940	6,556	6,123	6,123	0	6,123	6,253
550	P&ES PRINTING	900	1,422	900	900	0	900	1,150
560	P&ES DUES & SUBSCRIPTIONS	19,910	16,393	20,079	20,999	920	20,999	27,164
610	P&ES GENERAL SUPPLIES	72,275	69,239	82,050	83,050	1,000	78,300	78,940
620	P&ES OFFICE SUPPLIES	5,000	4,964	5,000	5,000	0	5,000	6,200
625	P&ES POSTAGE	1,400	1,192	1,400	1,400	0	1,400	1,900
630	P&ES MAINT & REPAIR SUPPLIES	14,400	14,278	14,400	8,000	(6,400)	8,000	13,400

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

10 & 14 Department: FIRE		Activity Center : PREVENTION & EMERGENCY SVS						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
635	P&ES GASOLINE	7,000	6,985	4,600	5,750	1,150	5,750	6,650
636	P&ES DIESEL FUEL	52,669	40,295	38,363	35,820	(2,543)	35,820	36,450
640	P&ES CUSTODIAL & HOUSEKEEPING	12,800	9,576	12,800	12,800	0	12,800	13,200
650	P&ES GROUNDSKEEPING SUPPLIES	1,250	1,139	1,250	1,250	0	1,250	1,250
660	P&ES VEHICLE REPAIRS	82,300	68,716	84,800	84,800	0	81,000	82,400
670	P&ES BOOKS & PERIODICALS	3,500	1,590	3,500	3,000	(500)	3,000	3,200
690	P&ES OTHER NON CAPITAL	137,099	136,043	170,290	92,544	(77,746)	92,544	100,444
	<b>TOTAL Operations &amp; Maintenance</b>	<b>1,115,708</b>	<b>1,033,698</b>	<b>705,656</b>	<b>640,203</b>	<b>(65,453)</b>	<b>631,653</b>	<b>630,050</b>
	<b>Capital Outlay</b>							
720	P&ES BUILDINGS	85,000	59,825	85,000	59,000	(26,000)	0	0
740	P&ES MACHINERY & EQUIPMENT	49,331	49,330	15,000	120,975	105,975	120,975	0
760	P&ES VEHICLES	300,000	7,511	900,000	555,000	(345,000)	435,000	0
	<b>TOTAL Capital Outlay</b>	<b>434,331</b>	<b>116,667</b>	<b>1,000,000</b>	<b>734,975</b>	<b>(265,025)</b>	<b>555,975</b>	<b>0</b>
	<b>Transfers</b>							
	<b>Debt Service</b>							
980	P&ES DEBT SERVICE	76,720	76,720	182,228	293,282	111,054	293,282	0
	<b>TOTAL Debt Service</b>	<b>76,720</b>	<b>76,720</b>	<b>182,228</b>	<b>293,282</b>	<b>111,054</b>	<b>293,282</b>	<b>0</b>
	<b>TOTAL PREVENTION &amp; EMERGENCY SVS</b>	<b>10,580,997</b>	<b>9,712,756</b>	<b>10,950,487</b>	<b>11,258,839</b>	<b>308,352</b>	<b>10,889,197</b>	<b>10,423,118</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

## ACCOUNTS FOR:

## PREVENTION &amp; EMERGENCY SVS

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
11002000 032906 P&ES PERMIT & INSPECTION FEES	32,960.00	33,500.00	33,500.00	38,500.00	38,500.00	49,100.00	
11003000 033199 FEDERAL \$ PASS THRU STATE	1,561.43	.00	.00	.00	.00	.00	
11003000 033595 P&ES NH STATE REIMBURSEMENT	19.92	.00	.00	.00	.00	.00	
11003000 033793 P&ES INTERGOV REIMBURSEMENT	161,000.05	181,378.00	181,378.00	196,382.00	196,382.00	382,320.00	
11004000 034010 P&ES INCIDENT REPORTS COPIES	995.00	1,050.00	1,050.00	1,050.00	1,050.00	1,550.00	
11004000 034010 COLL DEPT REV CHARGES FOR SERVICE	3,627.45	.00	.00	.00	-250,000.00	-250,000.00	
11004000 034013 P&ES COPY CHARGES	1.00	.00	.00	.00	.00	.00	
11004000 034015 P&ES REIMBURSABLE DETAILS	5,360.00	1,876.00	1,876.00	1,960.00	1,960.00	1,960.00	
11005000 035011 P&ES SALE OF TOWN PROPERTY	1,668.00	500.00	500.00	500.00	500.00	1,000.00	
11005000 035061 P&ES W/COMP & DISABILITY REIMB	112,087.74	65,000.00	65,000.00	55,000.00	55,000.00	55,000.00	
11005000 035063 P&ES REIMBURSEMENT-NON GOV	4,024.36	.00	.00	.00	.00	.00	
11005000 035066 P&ES CLAIM REIMBURSEMENT	.00	.00	.00	.00	.00	.00	
11005000 035090 P&ES MISCELLANEOUS REVENUE	450.00	.00	.00	.00	.00	.00	
11008000 039390 P&ES CAPITAL LEASE REVENUE	.00	900,000.00	900,000.00	555,000.00	555,000.00	.00	
11009000 039399 FCR USE FIRE CAP PLAN CAP RESERVE	.00	353,528.00	353,528.00	473,257.00	294,257.00	.00	
11404000 034010 AMB AMBULANCE SERVICE BILLING	1,004,622.94	1,155,000.00	1,155,000.00	1,155,000.00	1,405,000.00	1,405,000.00	
TOTAL GOV GENERAL FUND	1,328,377.89	2,691,832.00	2,691,832.00	2,476,649.00	2,297,649.00	1,645,930.00	
TOTAL PREVENTION & EMERGENCY	1,328,377.89	2,691,832.00	2,691,832.00	2,476,649.00	2,297,649.00	1,645,930.00	

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

16 Department: FIRE		Activity Center : DISPATCH - FIRE & AMB						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	DIS PERMANENT POSITIONS	334,882	311,580	334,229	343,042	8,813	343,042	0
120	DIS TEMPORARY POSITIONS	20,938	272	20,938	0	(20,938)	0	0
140	DIS OVERTIME	38,000	78,420	84,000	84,000	0	84,000	0
190	DIS OTHER COMPENSATION	24,220	26,784	29,547	60,478	30,931	60,478	0
200	DIS EMPLOYEE BENEFITS	210,151	200,501	220,691	201,558	(19,133)	201,558	0
291	DIS TRAINING & CONFERENCES	3,900	1,709	3,900	3,900	0	3,000	0
292	DIS UNIFORMS	1,350	1,668	1,350	1,350	0	1,350	0
<b>TOTAL Personnel Services</b>		<b>633,441</b>	<b>620,933</b>	<b>694,655</b>	<b>694,328</b>	<b>(327)</b>	<b>693,428</b>	<b>0</b>
<b>Operations &amp; Maintenance</b>								
341	DIS TELEPHONE	13,400	10,834	13,940	13,940	0	12,940	0
342	DIS DATA PROCESSING	18,795	13,931	20,434	21,184	750	21,184	0
360	DIS CUSTODIAL SERVICES	300	52	300	300	0	300	0
390	DIS OTHER PROFESSIONAL SVS	820	2,922	820	820	0	820	0
410	DIS ELECTRICITY	850	585	850	850	0	850	0
411	DIS HVAC	450	256	423	423	0	423	0
412	DIS WATER	25	33	25	25	0	25	0
413	DIS SEWER	30	34	30	30	0	30	0
430	DIS REPAIRS & MAINTENANCE	5,190	6,234	4,430	7,230	2,800	7,230	0
440	DIS RENTAL & LEASES	3,510	3,412	3,510	2,910	(600)	2,910	0
490	DIS OTHER PROPERTY RELATED SVS	130	114	130	130	0	130	0
550	DIS PRINTING	400	686	250	250	0	250	0
560	DIS DUES & SUBSCRIPTIONS	3,865	4,068	4,015	6,165	2,150	6,165	0
610	DIS GENERAL SUPPLIES	640	525	640	640	0	640	0
620	DIS OFFICE SUPPLIES	1,200	1,871	1,200	1,200	0	1,200	0
625	DIS POSTAGE	500	415	500	500	0	500	0
630	DIS MAINT & REPAIR SUPPLIES	4,700	8,810	4,700	5,400	700	5,400	0
635	DIS GASOLINE	900	1,047	720	900	180	900	0
636	DIS DIESEL FUEL	938	218	770	630	(140)	630	0
640	DIS CUSTODIAL & HOUSEKEEPING	400	137	400	400	0	400	0



Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

16 Department: FIRE		Activity Center : DISPATCH - FIRE & AMB						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
660	DIS VEHICLE REPAIRS	1,400	0	1,400	1,400	0	1,400	0
670	DIS BOOKS & PERIODICALS	200	0	200	200	0	200	0
690	DIS OTHER NON CAPITAL	107,460	99,570	163,448	11,200	(152,248)	11,200	0
	<b>TOTAL Operations &amp; Maintenance</b>	<b>166,103</b>	<b>155,755</b>	<b>223,135</b>	<b>76,727</b>	<b>(146,408)</b>	<b>75,727</b>	<b>0</b>
	<b>Capital Outlay</b>							
740	DIS MACHINERY & EQUIPMENT	0	0	55,000	165,075	110,075	165,075	0
	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>55,000</b>	<b>165,075</b>	<b>110,075</b>	<b>165,075</b>	<b>0</b>
	<b>Transfers</b>							
	<b>Debt Service</b>							
980	DIS DEBT SERVICE	0	0	0	0	0	0	0
	<b>TOTAL Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DISPATCH - FIRE &amp; AMB</b>	<b>799,544</b>	<b>776,688</b>	<b>972,790</b>	<b>936,130</b>	<b>(36,660)</b>	<b>934,230</b>	<b>0</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

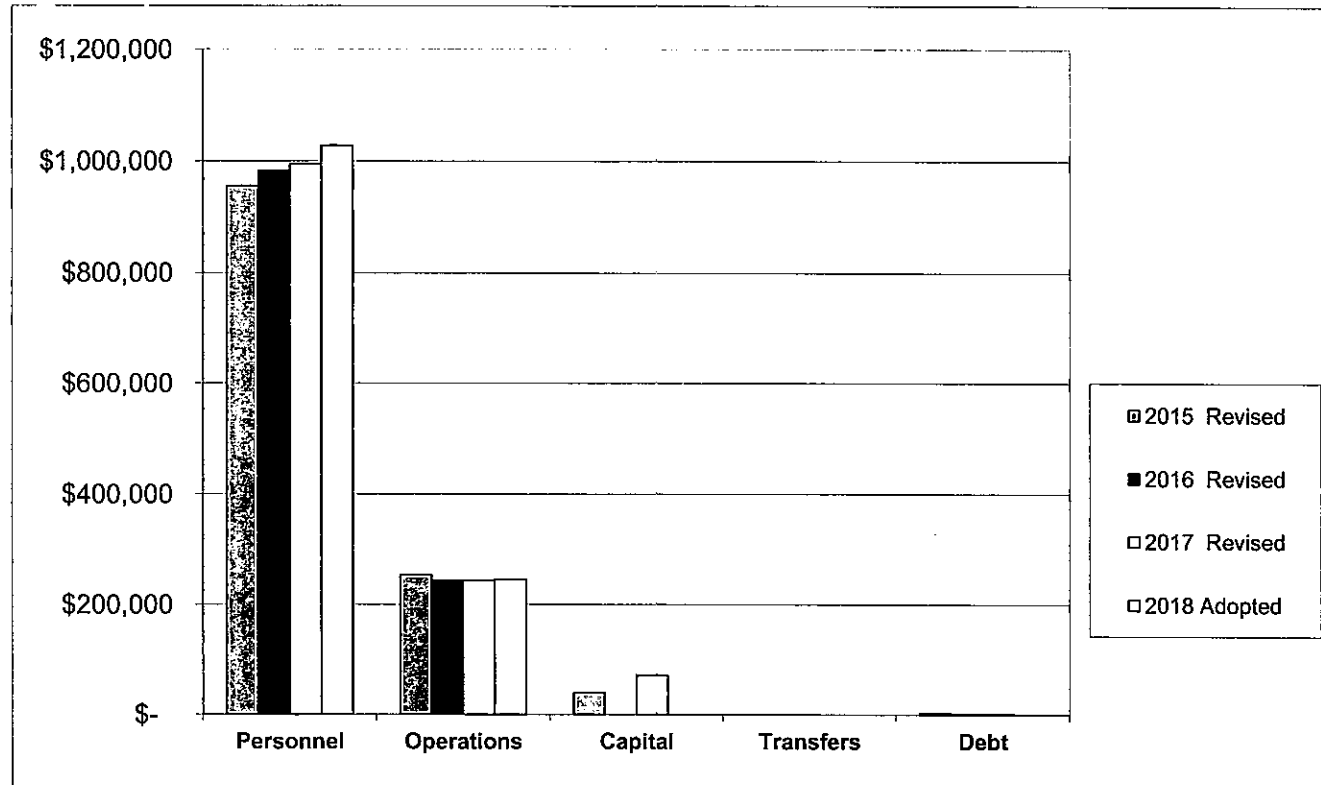
ACCOUNTS FOR:  
DISPATCH - FIRE & AMB

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
11602000 032906 LICENSES, PERMITS & FEES							
	13,985.00	11,200.00	11,200.00	10,600.00	10,600.00	.00	_____
11603000 033793 INTERGOVERNMENTAL REIMB							
	168,566.37	177,127.00	177,127.00	185,938.00	185,938.00	.00	_____
11604000 034010 DEPT REV CHARGES FOR SERVICE							
	175.00	500.00	500.00	500.00	500.00	.00	_____
11605000 035011 SALE OF TOWN PROPERTY							
	144.00	500.00	500.00	500.00	500.00	.00	_____
11605000 035090 DIS MISCELLANEOUS REVENUE							
	.00	.00	.00	.00	.00	.00	_____
11609000 039399 FCR DIS USE OF FIRE CAP COMMIT F8							
	.00	205,543.00	205,543.00	165,075.00	165,075.00	.00	_____
TOTAL GOV GENERAL FUND							
	182,870.37	394,870.00	394,870.00	362,613.00	362,613.00	.00	_____
TOTAL DISPATCH - FIRE & AMB							
	182,870.37	394,870.00	394,870.00	362,613.00	362,613.00	.00	_____

# LIBRARIES

# **DERRY PUBLIC LIBRARY**

**Town of Derry, NH  
Derry Public Library Budget Comparison  
FY2015 - FY2018**



	2015 Revised	2016 Revised	2017 Revised	2018 Adopted	% Change FY17-FY18
Personnel	\$ 955,488	\$ 982,327	\$ 995,160	\$ 1,028,671	3.4%
Operations	253,844	242,870	243,338	244,552	0.5%
Capital	40,000	-	71,254	-	N/A
Transfers	-	-	-	-	N/A
Debt	3,330	1,650	1,662	-	-100.0%
Total	\$ 1,252,662	\$ 1,252,662	\$ 1,311,414	\$ 1,273,223	-2.9%

**Department Mission and Objectives  
Fiscal Year 2018c**

Department Mission:

*Knowledge and learning, generally diffused through a community, are essential to the preservation of a free government...*  
Article 83, N.H. State Constitution

The Derry Public Library is an essential community resource for citizens of all ages that promotes the free flow of information to encourage lifelong learning, democratic values, civic engagement, and the appreciation of the breadth and diversity of history, wisdom, and culture.

Department Objectives:

**To help prepare citizens of all ages for literacy and citizenship requirements, especially in the context of evolving technology.**

We will accomplish this by:

1. Sustaining a computer lease program that supplies staff and patrons with up-to-date hardware and software which enables effective and efficient use of available technology.
2. Providing assistance for library patrons of all ages, helping them learn how to use technology wisely, to seek authoritative sources, and protect personal privacy.
3. Sponsoring programs and workshops which enable patrons to transact necessary online personal business including, but not limited to, applying for unemployment benefits, job searching, completing school assignments, practicing for online tests such as the new GED replacement, eFiling Federal tax returns and NH State Court filings, and registering for health insurance through the Affordable Care Act.

Measure results: Patron evaluation forms following technology training programs; increased number of program offerings and computer use statistics.

**To provide programming that supports and enriches the Derry Community.**

We will accomplish this by:

1. Offering developmentally appropriate programming for children and teens that fosters literacy, learning and the spirit of inquiry.
2. Offering programming for adults that supports lifelong learning and is tailored for the Derry community in its many aspects.
3. Partner with Town and Community entities to provide innovative programming for Derry residents that address topics of interest to library users and the community at large.
4. Partner with the Town Cable Department to film library program for broadcast on Derry Community TV.

Measure results: Attendance numbers; patron evaluation forms following programs; increase number of programs, count programming partnerships formed.

**To maintain a broad collection in a variety of formats to enhance the recreational, vocational and cultural literacy of all ages.**

We will accomplish this by:

1. Providing choices of materials in a variety of formats including print, audio, visual, electronic and downloadable, and reallocating resources as needed.
2. Seeking cost effective replacements for eroding NH State Library services, including electronic resources and van delivery services for resource sharing.
3. Participating actively with the GMILCS Consortium to promote resource sharing, expand our online services, transact cost effective cooperative purchases, and discover innovative service opportunities.

Measure results: Examine usage statistics (by format) to evaluate circulation and discover unfilled needs; track van delivery patterns; assess online catalog utilization.

**To provide for qualified staff to sustain the library's mission.**

We will accomplish this by:

1. Continuing the adjustment of our salary structure so that it is competitive in the marketplace and appropriately recognizes the education and experience necessary to perform each function, and to retain qualified staff.
2. Providing ongoing training and staff development opportunities to increase staff effectiveness and to plan for succession.
3. Scheduling reviews of each department's procedures to promote confidence and consistent service.
4. Ensuring all Employee Performance Evaluations are up to date.

Measure results: Continue our comparison with other NH libraries of similar size as well as other local positions requiring comparable education/skills (degree requirements, computer literacy, analytical skills, customer service experience, etc.); ensure currency of personnel files, track professional development participation by staff.

**To maintain and improve the library facility.**

We will accomplish this by:

1. Seeking the most cost-effective and environmentally sound solutions for ongoing maintenance and repair issues.
2. Carrying out scheduled systematic preventive maintenance checks of all building systems.
3. Carrying out timely maintenance, including replacement of the 20 year old flat rubber roof and skylights.
4. Create, using information received from a comprehensive facility assessment and analysis, a projected CIP schedule of projects for the next seven to ten years.

Measure results: Meet or lower target repair estimates; evaluate cost/benefit estimates for long-term sustainability; monitor utility bills and unexpected maintenance expenditures, plan for future building issues, updating of the Library Capital Improvement Plan.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

04 Department: LIBRARIES		Activity Center : DERRY PUBLIC LIBRARY						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	DPL PERMANENT POSITIONS	779,291	747,392	709,196	810,324	101,128	810,324	810,324
120	DPL TEMPORARY POSITIONS	14,994	13,743	15,041	16,000	959	16,000	16,000
190	DPL OTHER COMPENSATION	0	0	2,085	1,355	(730)	1,355	1,355
200	DPL EMPLOYEE BENEFITS	185,242	180,097	192,038	198,192	6,154	198,192	198,192
291	DPL TRAINING & CONFERENCES	2,800	3,123	2,800	2,800	0	2,800	2,800
	<b>TOTAL Personnel Services</b>	<b>982,327</b>	<b>944,354</b>	<b>921,160</b>	<b>1,028,671</b>	<b>107,511</b>	<b>1,028,671</b>	<b>1,028,671</b>
<b>Operations &amp; Maintenance</b>								
341	DPL TELEPHONE	2,688	1,717	2,160	1,650	(510)	1,650	1,200
342	DPL DATA PROCESSING	45,359	47,037	48,798	49,892	1,094	49,892	49,892
390	DPL OTHER PROFESSIONAL SVS	8,765	9,330	9,810	13,700	3,890	13,700	13,700
410	DPL ELECTRICITY	28,000	26,007	30,000	28,000	(2,000)	28,000	28,000
411	DPL HVAC	11,000	6,862	7,715	8,000	285	8,000	8,000
412	DPL WATER	1,200	1,175	1,200	1,200	0	1,200	1,200
413	DPL SEWER	600	451	600	600	0	600	600
430	DPL REPAIRS & MAINTENANCE	19,996	13,512	16,700	93,254	76,554	16,954	16,954
440	DPL RENTALS & LEASES	11,352	9,878	10,290	11,226	936	11,226	11,226
490	DPL OTH PROPERTY RELATED SVS	15,010	13,950	81,100	7,148	(73,952)	7,148	7,148
550	DPL PRINTING	4,500	2,262	4,500	4,500	0	3,500	3,500
560	DPL DUES & SUBSCRIPTIONS	1,860	1,526	2,155	1,822	(333)	1,822	1,822
610	DPL GENERAL SUPPLIES	10,925	14,772	10,925	10,925	0	10,925	10,925
620	DPL OFFICE SUPPLIES	6,500	8,243	6,500	6,500	0	6,500	6,500
625	DPL POSTAGE	1,000	1,040	1,000	1,000	0	1,000	1,000
630	DPL MAINT & REPAIR SUPPLIES	2,000	2,141	2,000	2,000	0	2,000	2,000
640	DPL CUSTODIAL & HOUSEKEEPING	3,500	3,583	3,500	3,500	0	3,500	3,500
650	DPL GROUNDSKEEPING SUPPLIES	500	264	500	500	0	500	500
670	DPL BOOKS & PERIODICALS	75,885	111,359	75,885	75,885	0	74,885	74,885
690	DPL OTHER NON-CAPITAL	3,775	12,779	2,000	2,000	0	2,000	2,000
	<b>TOTAL Operations &amp; Maintenance</b>	<b>254,415</b>	<b>287,887</b>	<b>317,338</b>	<b>323,302</b>	<b>5,964</b>	<b>245,002</b>	<b>244,552</b>



Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

04 Department: LIBRARIES		Activity Center : DERRY PUBLIC LIBRARY						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
	<b>Capital Outlay</b>							
720	DPL BUILDINGS	0	0	71,254	0	(71,254)	0	0
	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>71,254</b>	<b>0</b>	<b>(71,254)</b>	<b>0</b>	<b>0</b>
	<b>Transfers</b>							
	<b>Debt Service</b>							
980	DPL DEBT SERVICE	1,650	1,651	1,662	0	(1,662)	0	0
	<b>TOTAL Debt Service</b>	<b>1,650</b>	<b>1,651</b>	<b>1,662</b>	<b>0</b>	<b>(1,662)</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DERRY PUBLIC LIBRARY</b>	<b>1,238,392</b>	<b>1,233,892</b>	<b>1,311,414</b>	<b>1,351,973</b>	<b>40,559</b>	<b>1,273,673</b>	<b>1,273,223</b>

# NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

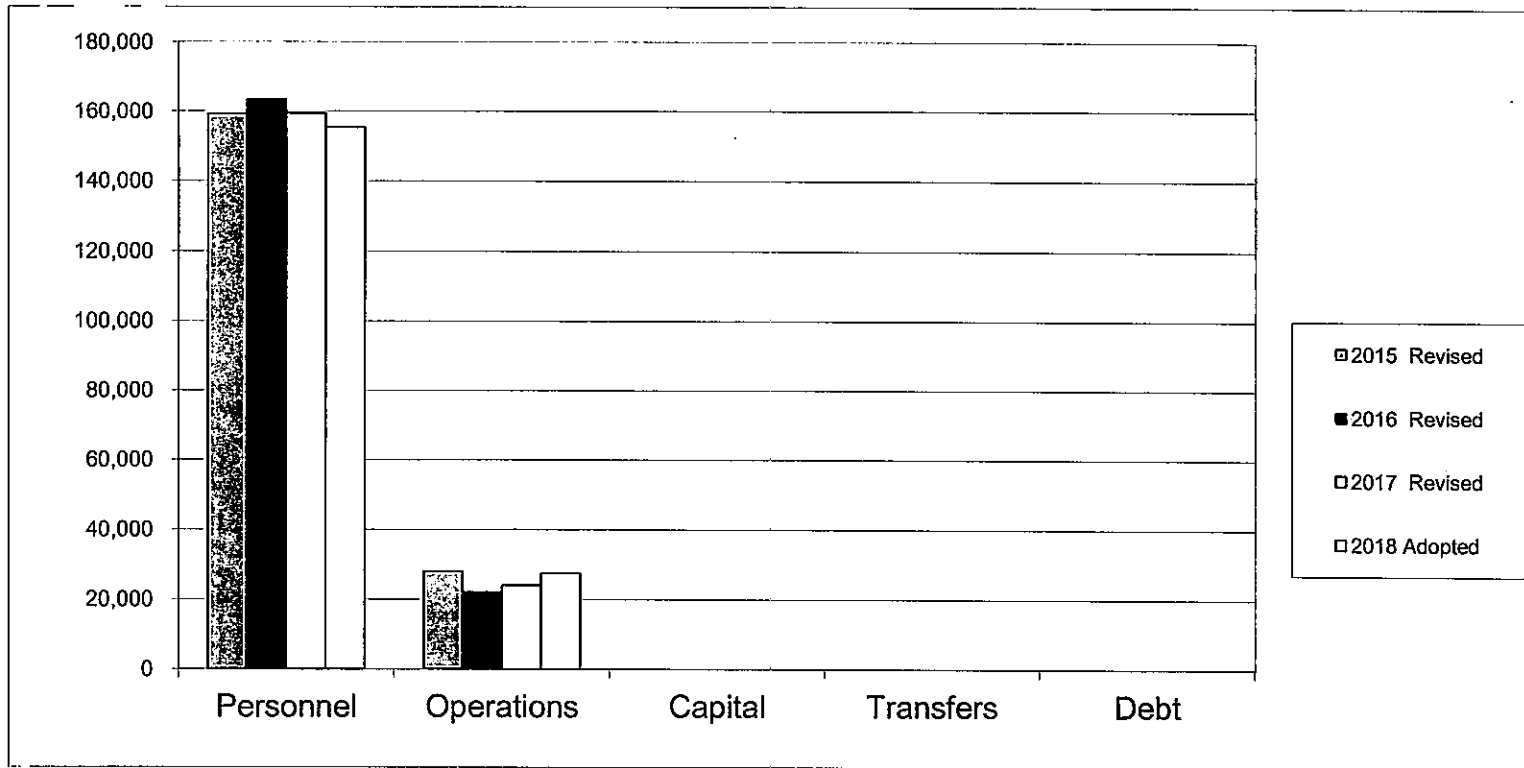
FOR PERIOD 99

ACCOUNTS FOR:  
DERRY PUBLIC LIBRARY

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
10405000 035011 SALE OF TOWN PROPERTY							
99.00		.00	.00	.00	.00	.00	_____
10405000 035063 REIMBURSEMENT-NONGOVERNMENTAL							
.00		.00	.00	.00	.00	.00	_____
10405000 035090 MISCELLANEOUS REVENUE							
.00		.00	.00	.00	.00	.00	_____
10409000 039399 DPLCI USE DPL CAPITAL IMP FUND BAL							
.00		34,000.00	34,000.00	.00	.00	.00	_____
10409000 039399 L&BLD USE OF COMMITTED FUND BALANCE							
.00		37,254.00	37,254.00	.00	.00	.00	_____
TOTAL GOV GENERAL FUND							
99.00		71,254.00	71,254.00	.00	.00	.00	_____
TOTAL DERRY PUBLIC LIBRARY							
99.00		71,254.00	71,254.00	.00	.00	.00	_____

# **TAYLOR LIBRARY**

**Town of Derry, NH  
Taylor Library Budget Comparison  
FY2015 - FY2018**



	2015 Revised	2016 Revised	2017 Revised	2018 Adopted	% Change FY17-FY18
Personnel	159,174	163,328	\$ 159,411	\$ 155,375	-2.5%
Operations	28,015	22,015	24,035	27,517	14.5%
Capital	-	-	-	-	N/A
Transfers	-	-	-	-	N/A
Debt	-	-	-	-	N/A
Total	187,189	185,343	183,446	182,892	-0.3%

## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

#### DEPARTMENT: TAYLOR LIBRARY

The Taylor Library of East Derry, New Hampshire was established in 1877, through a bequest of Miss Harriet Taylor.

#### DEPARTMENT MISSION

The Library exists to provide a welcoming environment, materials and services (informational, educational, cultural, recreational, etc.), free to all who live, work or go to school in Derry, in a non-discriminatory fashion.

The Library is entrusted to provide these services through the purchase or loan of books, collections, and programs from funds made available by the citizens of the town. Special emphasis is placed on students of all ages and academic levels – infants to elderly – by providing an atmosphere of cooperation and assistance.

The Taylor Library shall adhere to the American Library Association's Appendix E, "Library Bill of Rights", and Appendix F, "The Freedom to Read".

#### DEPARTMENT OBJECTIVES

##### A. Goal: Expand and Improve Services

##### Objectives:

##### 1.) Building

Continue to make improvements to our storage areas. Shelving was built and installed in the middle section to house craft supplies and the various holiday decorations through an Eagle Scout Project. We hope to have another Eagle Scout build shelving on the other side of the basement to store other supplies that are now stored in that section, or in the center for a craft section.

##### 2.) Patrons

- a.) Expand & improve services to children. We will continue to add programs for all age groups as numbers increase. We continue to offer five story hours per week with two of the programs geared to ages 6 months through 2 years old. The other three programs are geared to children ages 2 years through 6 years old.

During the summer we offer a 5 week program for all ages. Programs are held five days a week in the mornings, afternoons and at night. These programs are held to accommodate as many as we can reach during the summer regardless of work schedules. We coordinate these

programs with the Recreation Department as well as with Derry Public Library. We also apply for grants to hire entertainment suitable for all ages during the summer.

- b.) Expand adult programming to include the summer program. We would like to offer more programs for adults. We continue to offer an adult book group. We meet the second Monday of each month. We average 15 members per month. Our Holiday Readings continue to be popular in December. Our goal is to add a couple more programs during the year.
- c.) Partner with local businesses for reading incentives to be used with our children's programs. We would like to do this to bring in more community support and make our library more visible to the town of Derry.
- d.) Develop new innovative ways to communicate with patrons. We would like to increase our presence on Facebook and other social media. We are currently using constant contact along with articles in the two local papers. We are continuing to upgrade our website with our activities.

### 3.) Staff Training

- a.) Provide uniform customer service
- b.) Educate patrons in the use of the library
- c.) Offer staff continuing education that will promote use of the library including electronic formats

B. Goal: Continue building the Capital Reserve Fund

C. Goal: Work collaboratively with departments to enhance patron programming.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

06 Department: LIBRARIES		Activity Center : TAYLOR LIBRARY						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	TL PERMANENT POSITIONS	84,303	84,752	85,576	87,251	1,675	87,251	87,251
120	TL TEMPORARY POSITIONS	25,383	21,846	27,315	25,131	(2,184)	25,131	25,131
200	TL EMPLOYEE BENEFITS	53,342	43,683	46,220	42,493	(3,727)	42,493	42,493
291	TL TRAINING & CONFERENCES	300	281	300	500	200	500	500
	<b>TOTAL Personnel Services</b>	<b>163,328</b>	<b>150,562</b>	<b>159,411</b>	<b>155,375</b>	<b>(4,036)</b>	<b>155,375</b>	<b>155,375</b>
<b>Operations &amp; Maintenance</b>								
341	TL TELEPHONE	800	716	800	800	0	800	800
342	TL DATA PROCESSING	3,000	5,431	3,000	5,000	2,000	5,000	5,000
390	TL OTHER PROFESSIONAL SVS	800	130	800	900	100	900	900
410	TL ELECTRICITY	1,500	1,324	1,500	1,500	0	1,500	1,500
411	TL HVAC	1,750	1,031	1,755	1,600	(155)	1,600	1,600
412	TL WATER	100	92	100	100	0	100	100
430	TL REPAIRS & MAINTENANCE	2,415	2,537	2,480	2,552	72	2,552	2,552
610	TL GENERAL SUPPLIES	1,750	2,381	1,950	2,265	315	2,265	2,265
620	TL OFFICE SUPPLIES	2,500	1,760	3,000	3,550	550	3,000	3,000
625	TL POSTAGE	100	47	100	100	0	100	100
630	TL MAINT & REPAIR SUPPLIES	100	19	250	300	50	300	300
640	TL CUSTODIAL & HOUSEKEEPING	200	268	300	400	100	400	400
670	TL BOOKS & PERIODICALS	7,000	6,061	8,000	9,000	1,000	9,000	9,000
690	TL OTHER NON CAPITAL	0	1,362	0	0	0	0	0
	<b>TOTAL Operations &amp; Maintenance</b>	<b>22,015</b>	<b>23,951</b>	<b>24,035</b>	<b>28,067</b>	<b>4,032</b>	<b>27,517</b>	<b>27,517</b>
<b>Capital Outlay</b>								
720	TL BUILDINGS	0	0	0	0	0	0	0
	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL TAYLOR LIBRARY</b>	<b>185,343</b>	<b>174,513</b>	<b>183,446</b>	<b>183,442</b>	<b>(4)</b>	<b>182,892</b>	<b>182,892</b>

# NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

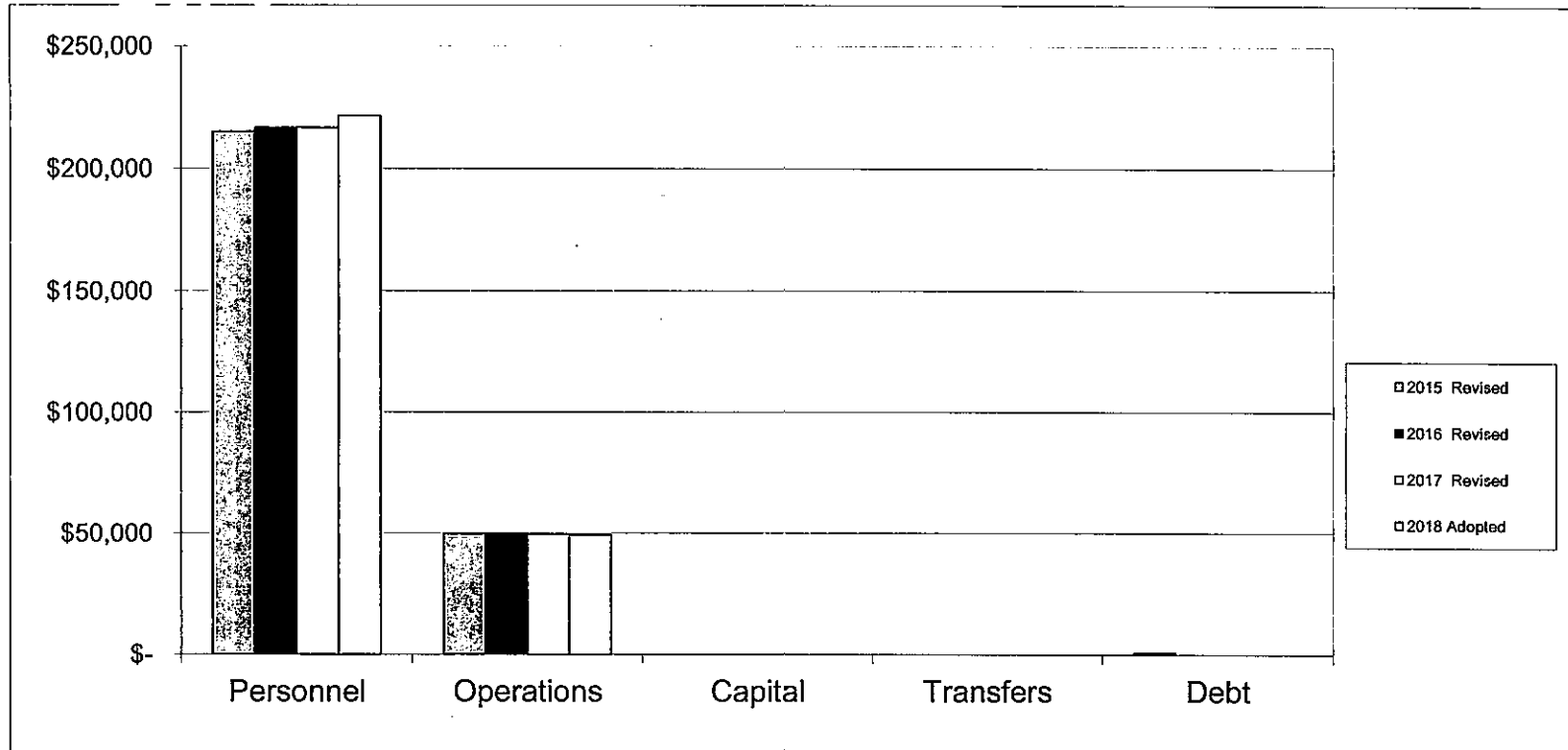
ACCOUNTS FOR:  
TAYLOR LIBRARY

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
10603000 033594 NH STATE GRANT AWARDS							
	.00	.00	.00	.00	.00	.00	
10605000 035090 MISCELLANEOUS REVENUE							
	.00	.00	.00	.00	.00	.00	
10606000 039160 LIBTR TL TFR FROM LIBRARY TRUST							
	1,480.54	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	
TOTAL GOV GENERAL FUND	1,480.54	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	
TOTAL TAYLOR LIBRARY	1,480.54	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	



# PLANNING

**Town of Derry, NH  
Planning Department Budget Comparison  
FY2015 - FY2018**



	2015 Revised	2016 Revised	2017 Revised	2018 Adopted	% Change FY17-FY18
Personnel	\$ 215,271	\$ 216,832	\$ 216,914	\$ 221,677	2.1%
Operations	49,568	49,555	49,453	49,186	-0.5%
Capital	-	-	-	-	N/A
Transfers	-	-	-	-	N/A
Debt	867	-	-	-	N/A
Total	\$ 265,706	\$ 266,387	\$ 266,367	\$ 270,863	1.7%

Department: Planning

Department Mission:

The Planning Department is responsible for the overall development of the Town as it relates to land use policies and programs. The intent is to enhance the quality of life for its residents, people who work here, and the business community.

Department Objectives:

1. Continue coordinating permitting/Planning Board approval process for the proposed developments in the Route 28 corridor (Manchester Road) TIF District.
2. Review Webster's Corner area for a potential Betterment Assessment District and work with the Public Works Department as municipal water and sewer is extended to this area along Route 28. (Rockingham Road)
3. Continue progress with the Downtown revitalization and economic development projects, working in unison with the Greater Derry-Londonderry Chamber of Commerce, the Derry Housing and Redevelopment Authority, the Town Administrator, the Town Council, the Rockingham Economic Development Corporation, the Economic Development Committee, and future staff person/firm.
4. Implement zoning amendments consistent with the adopted Master Plan.
5. Continue work with the Southern New Hampshire Planning Commission on regional planning issues.
6. Continue work on the CART Board of Directors (transportation transit van system).
7. Seek grant funding for the continued expansion of the Derry Rail Trail project.
8. Work with the Code Enforcement Department and Planning Board subcommittees on Zoning Ordinance and Land Development Control Regulations revisions, as well as citizen re-zoning requests.
9. Continue work on the Downtown Civic Profile and UNH Cooperative Derry Civic Profile report.
10. Continue work on the Rockingham Economic Development Corporation Board of Directors.
11. Work on the Greater Derry-Salem Regional Transportation Council Transit System as well as a fixed-route transportation service between Derry and Salem.
12. Work with the New Hampshire Community Development Finance Authority on Community Development Block Grants.
13. Continue work with the regional planning agencies and surrounding towns on the Robert Frost Scenic Byway Council.
14. Continue Technical Review Committee meetings for review of development plans with the Public Works, Code Enforcement, Fire, Police, Health and Planning Departments.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

60 Department: PLANNING DEPT		Activity Center : PLANNING						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	PL PERMANENT POSITIONS	149,686	150,378	149,573	169,375	19,802	162,141	162,141
140	PL OVERTIME	3,300	2,871	3,300	3,300	0	3,300	3,300
190	PL OTHER COMPENSATION	15,333	14,601	15,244	16,420	1,176	16,420	7,319
200	PL EMPLOYEE BENEFITS	47,813	45,263	48,097	51,758	3,661	50,292	48,217
291	PL TRAINING & CONFERENCES	700	624	700	700	0	700	700
	<b>TOTAL Personnel Services</b>	<b>216,832</b>	<b>213,738</b>	<b>216,914</b>	<b>241,553</b>	<b>24,639</b>	<b>232,853</b>	<b>221,677</b>
<b>Operations &amp; Maintenance</b>								
310	PL ARCHITECTS/ENGINEERING	20,000	11,545	20,000	20,000	0	20,000	20,000
341	PL TELEPHONE	324	124	240	240	0	240	0
390	PL OTHER PROFESSIONAL SERVICES	225	579	225	225	0	225	225
440	PL RENTAL & LEASES	1,848	1,788	1,848	1,848	0	1,848	600
550	PL PRINTING	1,500	742	1,500	1,500	0	1,500	1,500
560	PL DUES & SUBSCRIPTIONS	21,158	21,120	21,140	22,286	1,146	22,286	22,286
610	PL GENERAL SUPPLIES	200	255	200	275	75	275	275
620	PL OFFICE SUPPLIES	1,500	1,302	1,500	1,500	0	1,500	1,500
625	PL POSTAGE	2,800	2,919	2,800	2,800	0	2,800	2,800
	<b>TOTAL Operations &amp; Maintenance</b>	<b>49,555</b>	<b>40,375</b>	<b>49,453</b>	<b>50,674</b>	<b>1,221</b>	<b>50,674</b>	<b>49,186</b>
<b>Capital Outlay</b>								
<b>Transfers</b>								
<b>Debt Service</b>								
980	PL DEBT SERVICE	0	0	0	0	0	0	0
	<b>TOTAL Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL PLANNING</b>	<b>266,387</b>	<b>254,112</b>	<b>266,367</b>	<b>292,227</b>	<b>25,860</b>	<b>283,527</b>	<b>270,863</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

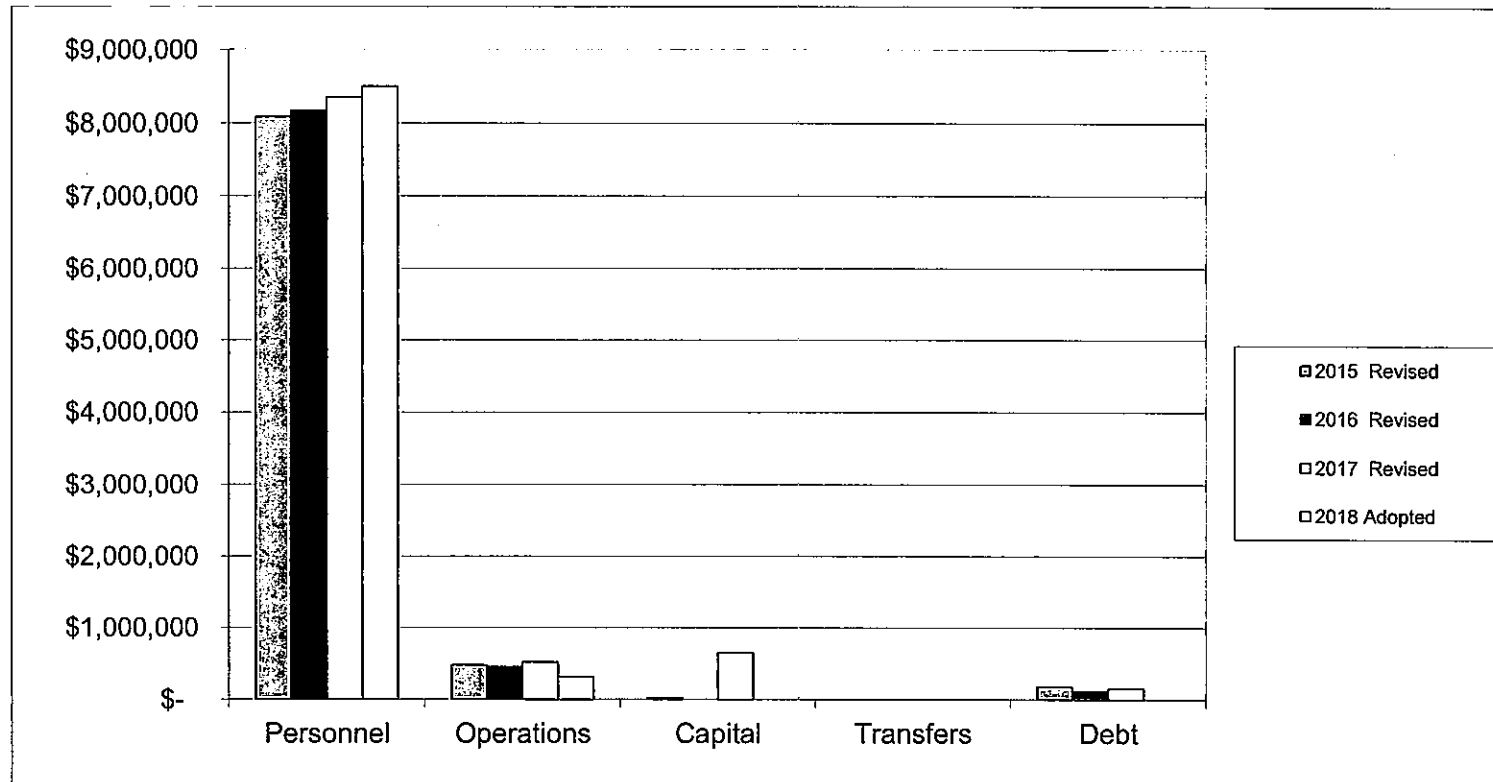
FOR PERIOD 99

ACCOUNTS FOR:  
PLANNING

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
16004000 034010 PLANNING APPLICATION FEES							
26,352.27		12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	_____
16004000 034013 PL COPY CHARGES							
19.75		150.00	150.00	150.00	150.00	150.00	_____
16004000 034014 PL REVIEW/OUTSIDE CONSULTING							
11,544.94		20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	_____
16005000 035090 PL MISCELLANEOUS REVENUE							
568.72		300.00	300.00	300.00	300.00	300.00	_____
TOTAL GOV GENERAL FUND							
38,485.68		32,450.00	32,450.00	32,450.00	32,450.00	32,450.00	_____
TOTAL PLANNING							
38,485.68		32,450.00	32,450.00	32,450.00	32,450.00	32,450.00	_____

**POLICE**

**Town of Derry, NH  
Police Department Budget Comparison  
FY2015 - FY2018**



	2015 Revised	2016 Revised	2017 Revised	2018 Adopted	% Change FY17-FY18
Personnel	\$ 8,083,708	\$ 8,164,495	\$ 8,350,925	\$ 8,501,297	1.8%
Operations	479,450	453,241	520,985	318,111	-38.9%
Capital	27,095	-	652,530	-	N/A
Transfers	3,000	3,000	3,000	3,000	0.0%
Debt	180,930	121,276	159,584	-	-100.0%
Total	\$ 8,774,183	\$ 8,742,012	\$ 9,687,024	\$ 8,822,408	-8.9%

## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

#### Department: Police

##### **Department Mission:**

The mission of the Derry Police Department is to protect life and property, enforce the laws of society, maintain order in the community and to assist the public at large in a manner consistent with the rights and dignity of all persons as provided for by law and under the Constitutions of the United States of America and the State of New Hampshire.

##### **Department Objectives:**

1. Recruit and hire staff to fill the many vacancies that exist in our ranks.

As of this writing there are 5 vacancies for police officers and 1 vacancy for a dispatcher. The possibility exists, that one or more officers will retire in the near future creating further vacancies. Police Officer recruitment remains difficult. Applicant numbers are down considerably from past years. When this local effect is combined with what is seen nationally, as a downward trend in police applicants, our job of recruitment is now extremely difficult. We hope to recover the positions over the next year and are devoting considerable administrative effort to that end.

2. Continue an extensive review of our agencies policies and procedures with an eye toward future national accreditation.

Our efforts pertaining to this long standing goal have suffered over the last year because of the ongoing vacancies in our ranks. Prior to the reduction of staff we had assigned an officer to work full time on that goal. It is our hope that we can re-establish this program when we have adequate staffing to do so.

3. Re-establish the SRO program in our Middle Schools

Another unfortunate loss to our programs related to our current staffing was the school resource officer assigned to the middle schools. We expect that when staffing levels return to our allotted 57 officers we will assign an officer to the middle schools and once again have a presence in the two public middle schools.

4. Continue to enhance our agency's cyber investigation and forensic capabilities.

As we all know technology continues to develop at an incredible pace. Consequently, cyber and forensic aspects are an integral part of many crimes in today's world. We will continue our investment in hardware, software and training to stay abreast of this trend.



**Department Mission and Objectives  
Fiscal Year 2018**

**Department: Police**

5. Rejuvenate our bike patrol unit to provide summertime bike patrols in the downtown area as well as our bike trails.

Unfortunately, at our current staffing level the prospect of bike patrol officers is very slim. We hope that our recruitment efforts pay off and staffing will improve to the point that we can re-establish the patrols in FY 18.

6. Continue to seek funding through state and federal grant programs so that we can continue to provide the same or enhanced service to the community with fiscal constraints in mind.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

20 Department: POLICE & ANIMAL CONTROL DEPT		Activity Center : POLICE						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	POL PERMANENT POSITIONS	4,380,692	3,975,322	4,386,510	4,786,936	400,426	4,646,812	4,646,812
140	POL OVERTIME	716,581	647,015	748,130	728,913	(19,217)	653,331	653,331
190	POL OTHER COMPENSATION	406,218	372,477	393,523	450,861	57,338	443,931	349,671
200	POL EMPLOYEE BENEFITS	2,529,773	2,255,464	2,627,440	2,874,927	247,487	2,728,626	2,702,926
240	POL TUITION REIMBURSEMENT	5,000	5,000	5,000	5,000	0	5,000	5,000
291	POL TRAINING & CONFERENCES	13,020	13,569	13,020	14,215	1,195	14,215	14,215
292	POL UNIFORMS	40,700	31,799	58,075	55,812	(2,263)	55,062	55,062
	<b>TOTAL Personnel Services</b>	<b>3,091,984</b>	<b>7,300,646</b>	<b>8,231,698</b>	<b>8,916,664</b>	<b>684,966</b>	<b>8,546,977</b>	<b>8,427,017</b>
<b>Operations &amp; Maintenance</b>								
341	POL TELEPHONE	34,534	26,151	33,280	42,730	9,450	42,730	0
342	POL DATA PROCESSING	53,843	48,905	61,975	65,961	3,986	65,961	16,000
355	POL PHOTO LABORATORY	0	0	0	0	0	0	0
390	POL OTHER PROFESSIONAL SERVICE	14,150	17,972	22,840	20,790	(2,050)	20,790	20,790
410	POL ELECTRICITY	33,672	28,116	30,696	30,684	(12)	30,684	30,684
411	POL HVAC	8,960	6,781	7,560	7,560	0	7,560	7,560
430	POL REPAIRS & MAINTENANCE	12,597	5,320	14,083	13,524	(559)	13,524	13,524
440	POL RENTAL & LEASES	26,438	21,986	26,440	26,440	0	26,440	2,440
490	POL OTHER PROPERTY RELATED SVS	20,450	19,618	2,000	2,000	0	2,000	2,000
550	POL PRINTING	4,900	3,680	5,300	3,900	(1,400)	3,900	3,900
560	POL DUES & SUBSCRIPTIONS	13,645	13,556	12,908	13,082	174	13,082	13,082
610	POL GENERAL SUPPLIES	47,648	40,397	50,504	52,070	1,566	49,570	49,570
620	POL OFFICE SUPPLIES	11,000	7,036	11,000	8,500	(2,500)	8,500	8,500
625	POL POSTAGE	5,300	3,792	4,000	4,000	0	4,000	4,000
630	POL MAINT & REPAIR SUPPLIES	4,494	4,012	4,969	2,624	(2,345)	2,624	2,624
635	POL GASOLINE	83,750	47,897	67,000	77,500	10,500	77,500	77,500
660	POL VEHICLE REPAIRS	32,914	31,306	35,310	35,612	302	35,612	35,612
670	POL BOOKS & PERIODICALS	1,960	1,820	1,960	1,960	0	1,960	1,960
690	POL OTHER NON CAPITAL	35,825	25,239	118,386	27,100	(91,286)	27,100	15,400

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

20 Department: POLICE & ANIMAL CONTROL DEPT		Activity Center : POLICE						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
	<b>TOTAL Operations &amp; Maintenance</b>	<b>446,080</b>	<b>353,583</b>	<b>510,211</b>	<b>436,037</b>	<b>(74,174)</b>	<b>433,537</b>	<b>305,146</b>
	<b>Capital Outlay</b>							
720	POL BUILDINGS	0	0	45,000	0	(45,000)	0	0
740	POL MACHINERY & EQUIPMENT	0	0	79,530	0	(79,530)	0	0
760	POL VEHICLES	0	0	528,000	0	(528,000)	0	0
	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>652,530</b>	<b>0</b>	<b>(652,530)</b>	<b>0</b>	<b>0</b>
	<b>Transfers</b>							
910	POL TFR TO SPECIAL REVENUE	3,000	138	3,000	3,000	0	3,000	3,000
	<b>TOTAL Transfers</b>	<b>3,000</b>	<b>138</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>3,000</b>	<b>3,000</b>
	<b>Debt Service</b>							
980	POL DEBT SERVICE	121,276	121,276	159,584	162,114	2,530	162,114	0
	<b>TOTAL Debt Service</b>	<b>121,276</b>	<b>121,276</b>	<b>159,584</b>	<b>162,114</b>	<b>2,530</b>	<b>162,114</b>	<b>0</b>
	<b>TOTAL POLICE</b>	<b>8,662,340</b>	<b>7,775,644</b>	<b>9,557,023</b>	<b>9,517,815</b>	<b>(39,208)</b>	<b>9,145,628</b>	<b>8,735,163</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
POLICE

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
12002000 032907 POLICE PISTOL PERMIT REVENUE	8,770.00	5,800.00	5,800.00	4,670.00	4,670.00	4,670.00	
12003000 033190 VEST POL FEDERAL GRANT AWARDS	.00	3,904.00	3,904.00	6,800.00	6,800.00	6,800.00	
12003000 033199 FEDERAL \$ PASS THRU STATE	-693.17	500.00	500.00	1,000.00	1,000.00	1,000.00	
12003000 033593 POL NH WITNESS FEES	4,588.66	6,215.00	6,215.00	5,500.00	5,500.00	5,500.00	
12003000 033595 POL NH STATE REIMBURSEMENTS	2,485.21	390.00	390.00	1,330.00	1,330.00	1,330.00	
12003000 033793 POL INTERGOV REIMBURSEMENT	2,016.00	3,465.00	3,465.00	2,144.00	2,144.00	2,144.00	
12004000 034010 POLICE CHARGES-NON SPEC DETAIL	7,675.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	
12004000 034013 POL COPY CHARGES	10,076.00	11,400.00	11,400.00	11,200.00	11,200.00	11,200.00	
12004000 034015 REIMBURSED POLICE DETAIL REV	135,572.00	185,535.00	185,535.00	111,756.00	.00	.00	
12004000 034015 CAR CRUISER REIMBURSEMENT/DETAILS	23,839.48	26,000.00	26,000.00	19,500.00	.00	.00	
12005000 035011 POL SALE OF TN PROPERTY	2,101.85	42,501.00	42,501.00	2,500.00	2,500.00	2,500.00	
12005000 035040 DIST.COURT FINES & SETTLMNT	5,246.19	5,200.00	5,200.00	4,625.00	4,625.00	4,625.00	
12005000 035042 POL PARKING TICKETS/FINES	4,050.00	6,200.00	6,200.00	8,615.00	8,615.00	8,615.00	
12005000 035061 POL W/COMP & DISABILITY REIMB	10,342.94	35,000.00	35,000.00	32,375.00	32,375.00	32,375.00	
12005000 035062 POL RESTITUTION REIMBURSEMENT	119.48	.00	.00	.00	.00	.00	
12005000 035063 POL REIMBURSEMENT-NON GOV	77.83	.00	.00	.00	.00	.00	
12005000 035066 INSURANCE CLAIM REIMBURSEMENT	.00	.00	.00	.00	.00	.00	
12005000 035090 POL MISCELLANEOUS REVENUE	474.39	500.00	500.00	500.00	500.00	500.00	
12008000 039390 POL CAPITAL LEASE REVENUE	.00	475,530.00	475,530.00	.00	.00	.00	
12009000 039399 PCR USE POLICE CAP PLAN CAP RESERV	.00	229,520.00	229,520.00	7,389.00	7,389.00	7,389.00	

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
POLICE

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
TOTAL GOV GENERAL FUND	216,741.86	1,044,660.00	1,044,660.00	226,904.00	95,648.00	95,648.00	_____
TOTAL POLICE	216,741.86	1,044,660.00	1,044,660.00	226,904.00	95,648.00	95,648.00	_____

## Town of Derry, NH

### Activity Center Narrative, Programs and Activities FY 2018

DEPARTMENT: Police

ACTIVITY CENTER: Animal Control

#### NARRATIVE

The Animal Control Bureau is a function of the Operations Division of the Police Department. It is charged with the responsibility of enforcing Town Ordinances and State statutes relative to domestic animals. This is accomplished primarily through the enforcement of the licensing ordinance for dogs, responding to citizen complaints, apprehending stray animals, maintaining a kennel and placement of strays or unwanted animals when appropriate.

#### PROGRAMS AND ACTIVITIES

The objective of the Animal Control Bureau this fiscal year, as in the past, is to continue to provide the highest quality of service to the community.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

22 Department: POLICE & ANIMAL CONTROL DEPT		Activity Center : ANIMAL CONTROL						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	AC PERMANENT POSITIONS	45,802	52,106	38,958	44,864	5,906	44,864	44,864
140	AC OVERTIME	330	281	330	667	337	667	667
190	AC OTHER COMPENSATION	5,081	6,795	1,683	3,167	1,484	3,167	780
200	AC EMPLOYEE BENEFITS	20,698	31,616	27,656	27,856	200	27,856	27,369
291	AC TRAINING & CONFERENCES	200	0	200	200	0	200	200
292	AC UNIFORMS	400	322	400	400	0	400	400
	<b>TOTAL Personnel Services</b>	<b>72,511</b>	<b>91,120</b>	<b>69,227</b>	<b>77,154</b>	<b>7,927</b>	<b>77,154</b>	<b>74,280</b>
<b>Operations &amp; Maintenance</b>								
341	AC TELEPHONE	684	493	684	684	0	684	0
390	AC OTHER PROFESSIONAL SERVICES	600	3,165	2,760	5,760	3,000	5,760	5,760
410	AC ELECTRICITY	1,700	1,528	1,700	1,575	(125)	1,575	1,575
411	AC HVAC	3,000	909	3,000	3,000	0	3,000	3,000
550	AC PRINTING	520	423	600	600	0	600	600
610	AC GENERAL SUPPLIES	300	302	300	300	0	300	300
620	AC OFFICE SUPPLIES	180	40	180	180	0	180	180
630	AC MAINT & REPAIR SUPPLIES	150	0	150	150	0	150	150
660	AC VEHICLE REPAIRS	1,400	154	1,400	1,400	0	1,400	1,400
	<b>TOTAL Operations &amp; Maintenance</b>	<b>8,534</b>	<b>7,054</b>	<b>10,774</b>	<b>13,649</b>	<b>2,875</b>	<b>13,649</b>	<b>12,965</b>
<b>Capital Outlay</b>								
<b>Transfers</b>								
<b>Debt Service</b>								
	<b>TOTAL ANIMAL CONTROL</b>	<b>81,045</b>	<b>98,173</b>	<b>80,001</b>	<b>90,803</b>	<b>10,802</b>	<b>90,803</b>	<b>87,245</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

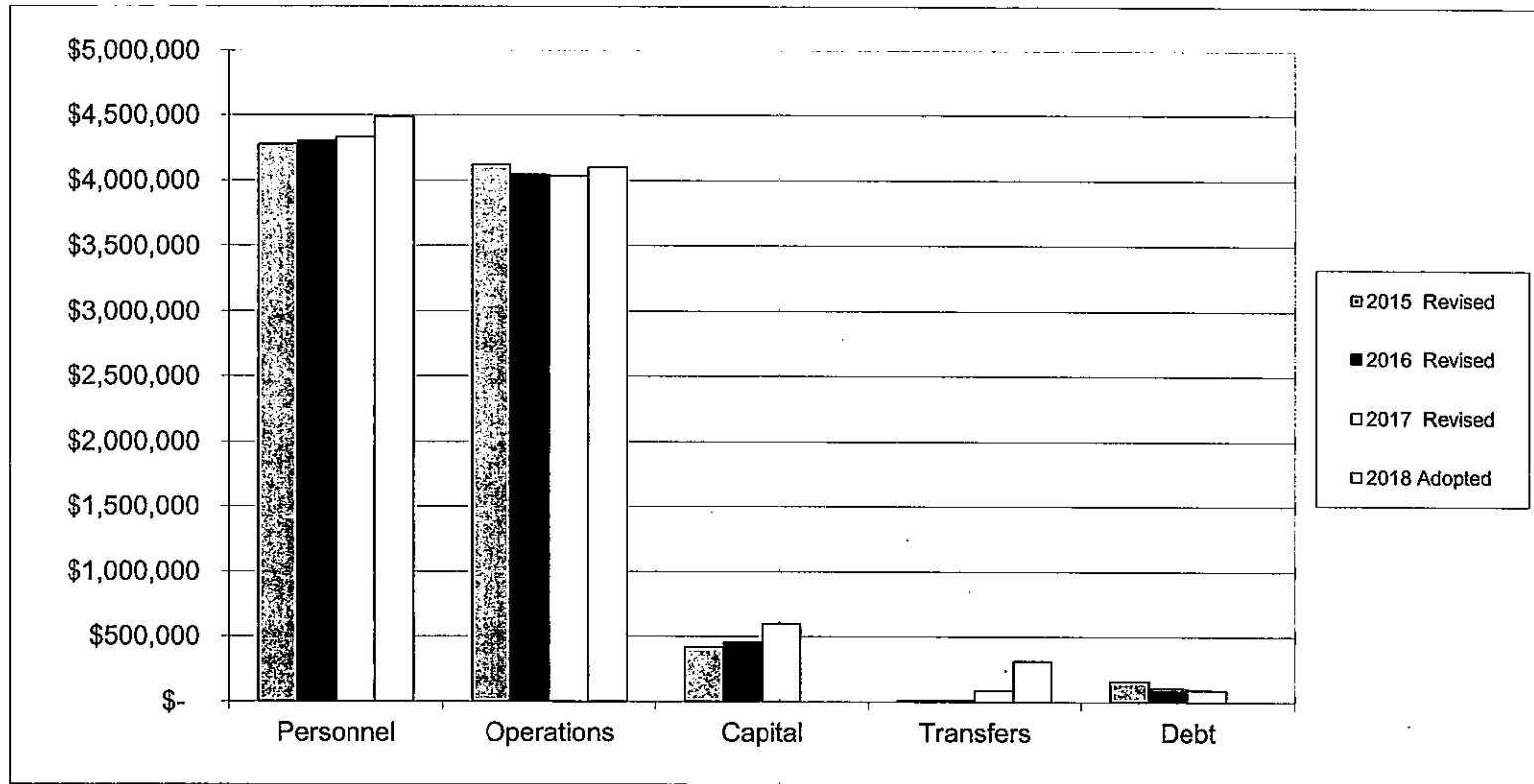
ACCOUNTS FOR:  
ANIMAL CONTROL

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
12204000 034011 DOG KENNEL/BOARDING FEE							
	1,437.00	1,230.00	1,230.00	1,532.00	1,532.00	1,532.00	
12205000 035011 AC SALE OF TOWN PROPERTY							
	60.00	.00	.00	.00	.00	.00	
12205000 035040 DOG LICENSE FINES							
	3,780.00	3,400.00	3,400.00	3,575.00	3,575.00	3,575.00	
12205000 035061 AC W/COMP & DISABILITY REIMB							
	600.00	.00	.00	.00	.00	.00	
TOTAL GOV GENERAL FUND	5,877.00	4,630.00	4,630.00	5,107.00	5,107.00	5,107.00	
TOTAL ANIMAL CONTROL	5,877.00	4,630.00	4,630.00	5,107.00	5,107.00	5,107.00	



# PUBLIC WORKS

**Town of Derry, NH  
Public Works Department Budget Comparison  
FY2015 - FY2018**



	2015 Revised	2016 Revised	2017 Revised	2018 Adopted	% Change FY17-FY18
Personnel	\$ 4,278,863	\$ 4,305,806	\$ 4,331,645	\$ 4,488,867	3.6%
Operations	4,120,550	4,046,030	4,033,529	4,102,635	1.7%
Capital	419,001	453,571	595,001	1	-100.0%
Transfers	13,202	13,201	88,201	313,201	255.1%
Debt	162,666	106,626	92,330	-	-100.0%
<b>Total</b>	<b>\$ 8,994,282</b>	<b>\$ 8,925,234</b>	<b>\$ 9,140,706</b>	<b>\$ 8,904,704</b>	<b>-2.6%</b>

Excludes Wastewater and Water

## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

DEPARTMENT: PUBLIC WORKS

DIVISION: HIGHWAY/STREET LIGHTS

#### DEPARTMENT MISSION:

The purpose of the Highway Division is to maintain and improve all Town highways, sidewalks, parking lots, storm water collection systems, bridges, dams, streetlights, intersection signalization and other related public infrastructure. It is the division's responsibility to maintain said roadways and infrastructure for safe public travel and use regardless of weather conditions. This mission is achieved through preventative maintenance, long term planning for improvements, and prompt emergency response to critical situations.

#### DEPARTMENT OBJECTIVES:

1. Reclamation of 3 roadway segments at a cost of \$422,664.00.
2. Mill and overlay of 13 roadway segments at a cost of \$956,144.00.
3. Shim and overlay of 2 roadway segments at a cost of \$70,817.00.
4. Continue the program to replace signs that do not meet the MUTCD retro-reflectivity standards.
5. Inspection of outfalls in the storm water collection system with cooperation from the Environmental Engineer.
6. Work closely with the School Department, Civic Groups, and Town Departments to further implement the NPDES Phase II goals.
7. Continued cooperation with all Town departments to complete projects in a cost-effective manner.
8. Replacement of a 2001 10 wheel dump truck at a cost of \$200,000.
9. Replacement of a 2005 F-550 plow truck with wing and spreader at a cost of \$100,000.00.
10. Replacement of a 2006 F-550 crane truck with a used crane truck from the Wastewater Division at a cost of \$20,000.00.
11. Replacement of a large culvert with a precast ridged frame (bridge) on North Shore Rd Beaver Lake at a cost of \$300,000.00.
12. Reconstruction of the Hood Pond Dam as required by the NHDES Dam Bureau at a cost of \$400,000.00.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

84 Department: PUBLIC WORKS DEPT		Activity Center : HIGHWAYS & STREETS						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	HWY PERMANENT POSITIONS	789,543	754,905	796,193	838,442	42,249	838,442	838,442
120	HWY TEMPORARY POSITIONS	13,000	1,146	13,000	30,996	17,996	30,996	30,996
140	HWY OVERTIME	114,100	89,452	124,100	115,200	(8,900)	115,200	115,200
190	HWY OTHER COMPENSATION	44,899	53,708	45,969	46,437	468	46,437	25,819
200	HWY EMPLOYEE BENEFITS	428,449	347,434	390,264	408,428	18,164	408,428	403,249
291	HWY TRAINING & CONFERENCES	4,120	5,764	4,120	4,720	600	4,720	4,720
292	HWY UNIFORMS	6,977	5,988	6,977	7,484	507	7,484	7,484
	<b>TOTAL Personnel Services</b>	<b>1,401,088</b>	<b>1,258,396</b>	<b>1,380,623</b>	<b>1,451,707</b>	<b>71,084</b>	<b>1,451,707</b>	<b>1,425,910</b>
<b>Operations &amp; Maintenance</b>								
310	HWY ARCHITECTS/ENGINEERING	19,500	31,905	57,500	7,500	(50,000)	7,500	7,500
341	HWY TELEPHONE	5,886	5,371	5,493	6,213	720	6,213	0
342	HWY DATA PROCESSING	1,400	0	1,400	8,400	7,000	8,400	0
390	HWY OTHER PROFESSIONAL SVS	1,220	2,971	1,220	1,220	0	1,220	1,220
410	HWY ELECTRICITY	158,285	149,966	96,454	84,847	(11,607)	84,847	84,847
411	HWY HVAC	9,750	4,137	7,800	7,800	0	7,000	7,000
412	HWY WATER	400	260	400	400	0	400	400
413	HWY SEWER	448	303	448	448	0	448	448
430	HWY REPAIRS & MAINTENANCE	1,558,133	1,604,975	1,557,133	1,567,820	10,687	1,567,820	1,567,820
440	HWY RENTAL & LEASES	1,272	1,312	1,272	1,272	0	1,272	24
490	HWY OTHER PROPERTY RELATED SVS	117,360	113,827	259,800	259,800	0	259,800	259,800
550	HWY PRINTING	1,800	470	1,400	1,400	0	1,150	1,150
560	HWY DUES & SUBSCRIPTIONS	2,158	1,523	2,158	2,158	0	2,158	2,158
610	HWY GENERAL SUPPLIES	6,500	7,326	6,500	6,500	0	6,500	6,500
620	HWY OFFICE SUPPLIES	1,798	906	1,798	1,798	0	1,298	1,298
625	HWY POSTAGE	880	114	250	250	0	250	250
630	HWY MAINT & REPAIR SUPPLIES	218,450	218,536	227,095	227,095	0	227,095	227,095
635	HWY GASOLINE	1,850	3,107	2,160	2,700	540	2,700	2,700
636	HWY DIESEL FUEL	74,370	39,268	57,750	47,250	(10,500)	47,250	47,250

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

84 Department: PUBLIC WORKS DEPT		Activity Center : HIGHWAYS & STREETS						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
	<b>TOTAL Operations &amp; Maintenance</b>	<b>2,181,460</b>	<b>2,216,651</b>	<b>2,288,031</b>	<b>2,234,871</b>	<b>(53,160)</b>	<b>2,233,321</b>	<b>2,217,460</b>
	<b>Capital Outlay</b>							
730	HWY OTHER IMPROVEMENTS	0	0	0	400,000	400,000	400,000	0
740	HWY MACHINERY & EQUIPMENT	0	0	225,000	48,000	(177,000)	48,000	0
750	HWY FURNITURE & FIXTURES	330,000	329,154	0	0	0	0	0
760	HWY VEHICLES	0	0	35,000	320,000	285,000	320,000	0
	<b>TOTAL Capital Outlay</b>	<b>330,000</b>	<b>329,154</b>	<b>260,000</b>	<b>768,000</b>	<b>508,000</b>	<b>768,000</b>	<b>0</b>
	<b>Transfers</b>							
930	HWY TFR TO CAPITAL PROJECT	0	0	75,000	300,000	225,000	300,000	300,000
960	HWY TFR TO TRUST/AGENCY FUND	100,000	0	0	0	0	0	0
	<b>TOTAL Transfers</b>	<b>100,000</b>	<b>0</b>	<b>75,000</b>	<b>300,000</b>	<b>225,000</b>	<b>300,000</b>	<b>300,000</b>
	<b>Debt Service</b>							
980	HWY DEBT SERVICE	49,875	49,876	50,513	51,870	1,357	51,870	0
	<b>TOTAL Debt Service</b>	<b>49,875</b>	<b>49,876</b>	<b>50,513</b>	<b>51,870</b>	<b>1,357</b>	<b>51,870</b>	<b>0</b>
	<b>TOTAL HIGHWAYS &amp; STREETS</b>	<b>4,062,423</b>	<b>3,854,076</b>	<b>4,054,167</b>	<b>4,806,448</b>	<b>752,281</b>	<b>4,804,898</b>	<b>3,943,370</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
HIGHWAYS & STREETS

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
18403000 033199 FEDERAL \$ PASS THRU STATE							
	-257.78	.00	.00	.00	.00	.00	
18403000 033530 NH HIGHWAY BLOCK GRANT REVENUE							
	663,506.34	647,996.00	666,364.00	647,996.00	647,996.00	647,996.00	
18403000 033594 HWY NH STATE GRANT AWARDS							
	.00	.00	.00	22,700.00	22,700.00	22,700.00	
18403000 033793 HWY INTERGOVERNMENTAL REIMB							
	2,532.72	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	
18404000 034016 PWD INSPECTION FEES							
	47,916.07	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	
18405000 035011 HYW SALE OF TOWN PROPERTY							
	300.00	30,000.00	30,000.00	50,000.00	50,000.00	50,000.00	
18405000 035061 HWY W/COMP & DISABILITY REIMB							
	3,911.75	.00	.00	.00	.00	.00	
18405000 035062 HWY RESTITUTION REIMBURSEMENT							
	.00	.00	.00	.00	.00	.00	
18405000 035063 HWY REIMBURSEMENT-NONGOVERNMEN							
	56,979.37	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	
18405000 035090 HWY MISCELLANEOUS REVENUE							
	1,300.00	.00	.00	.00	.00	.00	
18406000 039150 TRIMF HWY TFR FROM TRANSP IMP CAPRES							
	160,000.00	160,000.00	160,000.00	160,000.00	160,000.00	160,000.00	
18406000 039160 STREE TFR FROM CHARLES ADAMS TRUST							
	15,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	
18407000 039340 BOND & NOTE							
	.00	.00	.00	400,000.00	400,000.00	.00	
18408000 039390 HWY CAPITAL LEASE REVENUE							
	.00	35,000.00	35,000.00	300,000.00	300,000.00	.00	
18409000 039399 HWYMA USE WINTER MAINT CAPRES FUNDS							
	.00	.00	193,456.00	.00	.00	.00	
18409000 039399 PWCR HWY USE PWCR COMMITED FUND BAL							
	.00	300,000.00	330,990.00	414,447.00	414,447.00	300,000.00	
TOTAL GOV GENERAL FUND							
	951,188.47	1,215,996.00	1,458,810.00	2,038,143.00	2,038,143.00	1,223,696.00	
TOTAL HIGHWAYS & STREETS							
	951,188.47	1,215,996.00	1,458,810.00	2,038,143.00	2,038,143.00	1,223,696.00	

## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

DEPARTMENT: PUBLIC WORKS	ACTIVITY CENTER: TRANSFER STATION
<u>DEPARTMENT MISSION:</u>  To provide an effective and efficient way of handling the recycling and waste management needs of the Town in compliance with Federal, State and local laws. The Transfer Station operations will continue collection of household hazardous and yard wastes. The division will strive to find the highest revenue for recyclable goods.	
<u>DEPARTMENT OBJECTIVES:</u>  <ol style="list-style-type: none"><li>1. Continuing improvement of the Town's Recycling Program and to strive for a 40% recycling rate from Derry's Waste Stream.</li><li>2. Provide residents with a viable option to dispose of virtually all types of solid waste including construction and demolition debris.</li><li>3. Continue to utilize the Reclamation Trust Fund to handle vehicle wastes and finance recycling projects.</li><li>4. Continue to improve revenue stream for commodities such as scrap iron, cardboard, newspaper. Also, stabilize new markets and revenues for aluminum cans.</li><li>5. Continue to collect and manage universal wastes including batteries, tires, waste oil and other products.</li><li>6. Participation in education of recycling efforts to residents, schools and civic organizations.</li><li>7. Continue to support employee solid waste certification through regular training.</li><li>8. Host Household Hazardous Waste Day in Spring 2018. Collaborate with Londonderry for their Fall 2017 event.</li></ol>	

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

88 Department: PUBLIC WORKS DEPT		Activity Center : TRANSFER STATION						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	TS PERMANENT POSITIONS	351,748	327,826	360,297	375,953	15,656	375,953	375,953
140	TS OVERTIME	15,000	91,885	15,000	33,000	18,000	33,000	33,000
190	TS OTHER COMPENSATION	12,305	10,646	14,072	8,989	(5,083)	8,989	5,830
200	TS EMPLOYEE BENEFITS	202,113	194,271	190,833	202,930	12,097	202,930	202,233
291	TS TRAINING & CONFERENCES	800	1,528	800	800	0	800	800
292	TS UNIFORMS	2,934	1,909	2,934	3,298	364	3,298	3,298
	<b>TOTAL Personnel Services</b>	<b>584,900</b>	<b>660,074</b>	<b>583,936</b>	<b>624,970</b>	<b>41,034</b>	<b>624,970</b>	<b>621,114</b>
<b>Operations &amp; Maintenance</b>								
310	TS ARCHITECT/ENGINEERING	4,031	0	4,031	8,152	4,121	8,152	8,152
341	TS TELEPHONE	1,248	1,119	1,176	1,176	0	1,176	0
342	TS DATA PROCESSING	2,350	305	2,350	2,350	0	2,350	0
390	TS OTHER PROFESSIONAL SVS	480	7,353	480	480	0	480	480
410	TS ELECTRICITY	10,932	10,110	10,932	10,932	0	10,932	10,932
411	TS HVAC	1,220	394	976	976	0	976	976
412	TS WATER	120	164	120	120	0	120	120
413	TS SEWER	180	253	180	180	0	180	180
430	TS REPAIRS & MAINTENANCE	5,900	3,555	900	900	0	900	900
490	TS OTHER PROPERTY RELATED SVS	880,261	1,083,642	889,028	999,604	110,576	1,018,229	1,018,229
550	TS PRINTING	1,700	0	1,700	1,700	0	1,700	1,700
560	TS DUES & SUBSCRIPTIONS	1,300	2,015	1,300	1,300	0	1,300	1,300
610	TS GENERAL SUPPLIES	1,000	14,508	1,000	1,000	0	1,000	1,000
620	TS OFFICE SUPPLIES	500	1,568	500	500	0	500	500
625	TS POSTAGE	53	39	53	53	0	53	53
630	TS MAINT & REPAIR SUPPLIES	2,000	3,322	2,000	2,000	0	2,000	2,000
635	TS GASOLINE	0	0	60	250	190	250	250
636	TS DIESEL FUEL	22,310	12,762	22,310	12,475	(9,835)	12,475	12,475
640	TS CUSTODIAL & HOUSEKEEPING	150	104	150	150	0	150	150
	<b>TOTAL Operations &amp; Maintenance</b>	<b>935,735</b>	<b>1,149,431</b>	<b>939,246</b>	<b>1,044,298</b>	<b>105,052</b>	<b>1,062,923</b>	<b>1,059,397</b>



Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

88 Department: PUBLIC WORKS DEPT		Activity Center : TRANSFER STATION						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Capital Outlay</b>								
740	TS MACHINERY & EQUIPMENT	30,000	23,500	235,000	152,000	(83,000)	152,000	0
	<b>TOTAL Capital Outlay</b>	<b>30,000</b>	<b>23,500</b>	<b>235,000</b>	<b>152,000</b>	<b>(83,000)</b>	<b>152,000</b>	<b>0</b>
<b>Transfers</b>								
<b>Debt Service</b>								
980	TS DEBT SERVICE	12,695	12,695	0	49,167	49,167	49,167	0
	<b>TOTAL Debt Service</b>	<b>12,695</b>	<b>12,695</b>	<b>0</b>	<b>49,167</b>	<b>49,167</b>	<b>49,167</b>	<b>0</b>
	<b>TOTAL TRANSFER STATION</b>	<b>1,563,330</b>	<b>1,845,700</b>	<b>1,758,182</b>	<b>1,870,435</b>	<b>112,253</b>	<b>1,889,060</b>	<b>1,680,511</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
TRANSFER STATION

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
18802000 032909 TRANS LANDFILL PERMITS REVENUE							
	4,250.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	
18803000 033199 FEDERAL \$ PASS THRU STATE							
	-14.45	.00	.00	.00	.00	.00	
18803000 033595 HHW16 NH STATE REIMBURSEMENT							
	5,980.00	.00	.00	.00	.00	.00	
18803000 033595 HHW17 NH STATE REIMBURSEMENT							
	.00	.00	.00	.00	.00	.00	
18803000 033595 HWYWM NH STATE REIMBURSEMENT							
	.00	5,611.00	5,611.00	6,000.00	6,000.00	6,000.00	
18804000 034013 TS COPY CHARGES							
	.00	40.00	40.00	40.00	40.00	40.00	
18804000 034042 TRANS COMMERCIAL TIPPING FEES							
	169.66	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	
18804000 034045 ALUM TS RECYCLING-ALUMINUM REV							
	.00	98,000.00	98,000.00	35,000.00	35,000.00	35,000.00	
18804000 034045 APPLI TS RECYCLING-APPLIANCE REV							
	9,600.00	7,000.00	7,000.00	10,000.00	10,000.00	10,000.00	
18804000 034045 CBORD TS RECYCLING-CARDBOARD							
	31,148.70	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	
18804000 034045 CMATL TS RECYCLING-CONSTRUCT MATL							
	255,503.40	238,000.00	238,000.00	280,000.00	405,000.00	405,000.00	
18804000 034045 COMIN TS COMMINGLED RECYCLING REV							
	9,369.22	.00	.00	.00	.00	.00	
18804000 034045 FURN TS RECYCLING-FURN/MAT/BXSPRNG							
	24,755.00	15,000.00	15,000.00	25,000.00	25,000.00	25,000.00	
18804000 034045 NEWSP TS RECYCLING-NEWSPAPER REV							
	11,614.51	20,000.00	20,000.00	25,000.00	25,000.00	25,000.00	
18804000 034045 PLAST TS RECYCLING-PLASTIC #1-#7 REV							
	.00	28,000.00	28,000.00	.00	.00	.00	
18804000 034045 RIGID TS RECYCLING-RIGID PLASTIC REV							
	.00	5,000.00	5,000.00	.00	.00	.00	
18804000 034045 SMETL TS RECYCLING-SCRAP METAL							
	41,274.33	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00	
18804000 034045 STEEL TS RECYCLING-STEEL CAN REVENUE							
	.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	
18804000 034045 TEXT TEXTILE RECYCLING REVENUE							
	.00	.00	.00	.00	.00	.00	
18804000 034045 TINCN TS RECYCLING-TIN CAN REVENUE							
	.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:		2016	2017	2017	2018	2018	2018	
TRANSFER STATION		ACTUAL	ORIG BUD	REVISED BUD	Dept Final	Town Admin	Adopted	COMMENT
18804000	034045 TVCOM TS RECYCLING-TV/COMPUTER REV	19,465.00	17,500.00	17,500.00	25,000.00	25,000.00	25,000.00	
18805000	035011 TS SALE OF TOWN PROPERTY	1,000.00	50,000.00	50,000.00	.00	.00	.00	
18805000	035061 TS W/COMP & DISABILITY REIMB	20,288.76	.00	.00	.00	.00	.00	
18805000	035090 TS MISCELLANEOUS REVENUE	1,952.80	.00	.00	.00	.00	.00	
18806000	039161 WTREC TFR FROM WTIRE TRUST	27,600.00	27,600.00	27,600.00	42,000.00	42,000.00	42,000.00	
18808000	039390 TS CAPITAL LEASE REVENUE	.00	.00	.00	.00	.00	.00	
18809000	039399 PWCR TS USE PWCR COMMITTED FUND BAL	.00	235,000.00	235,000.00	201,167.00	201,167.00	.00	
TOTAL GOV GENERAL FUND		463,956.93	883,251.00	883,251.00	785,707.00	910,707.00	709,540.00	
TOTAL TRANSFER STATION		463,956.93	883,251.00	883,251.00	785,707.00	910,707.00	709,540.00	

## **Town of Derry, NH**

### **Department Mission and Objectives Fiscal Year 2018**

**DEPARTMENT: PUBLIC WORKS**

**ACTIVITY CENTER: VEHICLE MAINTENANCE**

**DEPARTMENT MISSION:**

The purpose of the Vehicle Maintenance Division is to maintain the Town's vehicle and equipment fleet, primarily Highway, Water, Wastewater, Parks, Building & Grounds, Cemetery and Recreation. Additionally, to maintain these vehicles by an effective preventative maintenance program and dedicated employee effort.

**DEPARTMENT OBJECTIVES:**

1. Maintain/Repair vehicles and equipment in an efficient and cost effective manner.
2. Assure that all snow related equipment is serviced and ready for winter operations.
3. Develop specifications and recommend vehicle and equipment replacements.
4. Assist the Highway Division in emergency response situations.
5. Continued participation in training on current repair techniques.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

86 Department: PUBLIC WORKS DEPT		Activity Center : VEHICLE MAINTENANCE						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	VM PERMANENT POSITIONS	185,795	185,952	189,037	197,528	8,491	197,528	197,528
140	VM OVERTIME	9,050	7,628	9,050	9,400	350	9,400	9,400
190	VM OTHER COMPENSATION	12,966	14,478	13,833	14,272	439	14,272	13,869
200	VM EMPLOYEE BENEFITS	86,848	79,874	83,908	88,867	4,959	88,867	88,774
291	VM TRAINING & CONFERENCES	200	0	200	200	0	200	200
292	VM UNIFORMS	2,814	1,666	2,814	3,532	718	3,032	3,032
	<b>TOTAL Personnel Services</b>	<b>297,673</b>	<b>289,599</b>	<b>298,842</b>	<b>313,799</b>	<b>14,957</b>	<b>313,299</b>	<b>312,803</b>
<b>Operations &amp; Maintenance</b>								
341	VM TELEPHONE	1,228	950	1,024	1,024	0	1,024	0
390	VM OTHER PROFESSIONAL SVS	292	283	292	292	0	292	292
410	VM ELECTRICITY	4,479	3,615	5,226	5,226	0	4,726	4,726
411	VM HVAC	9,750	4,137	7,800	7,800	0	7,800	7,800
412	VM WATER	240	401	240	400	160	400	400
413	VM SEWER	316	510	316	520	204	520	520
430	VM REPAIRS & MAINTENANCE	1,000	1,571	1,000	1,000	0	1,000	1,000
440	VM RENTAL & LEASES	2,268	2,516	2,268	2,400	132	2,400	2,400
620	VM OFFICE SUPPLIES	500	185	500	500	0	500	500
630	VM MAINT & REPAIR SUPPLIES	37,000	32,101	37,000	37,000	0	37,000	37,000
635	VM GASOLINE	1,400	1,347	1,120	1,400	280	1,400	1,400
636	VM DIESEL FUEL	676	356	627	513	(114)	513	513
640	VM CUSTODIAL & HOUSEKEEPING SU	500	1,190	500	500	0	500	500
660	VM VEHICLE REPAIRS	98,436	181,128	91,701	99,401	7,700	98,401	98,401
690	VM OTHER NON CAPITAL	0	2,541	2,800	8,200	5,400	8,200	8,200
	<b>TOTAL Operations &amp; Maintenance</b>	<b>158,085</b>	<b>234,055</b>	<b>152,414</b>	<b>166,176</b>	<b>13,762</b>	<b>164,676</b>	<b>163,652</b>
<b>Capital Outlay</b>								
740	VM MACHINERY & EQUIPMENT	0	0	0	0	0	0	0
760	VM VEHICLES	0	0	0	40,000	40,000	40,000	0
	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>0</b>

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

86 Department: PUBLIC WORKS DEPT		Activity Center : VEHICLE MAINTENANCE						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
	Transfers							
	Debt Service							
980	VM DEBT SERVICE	5,632	5,632	5,633	5,633	0	5,633	0
	TOTAL Debt Service	5,632	5,632	5,633	5,633	0	5,633	0
	TOTAL VEHICLE MAINTENANCE	461,390	529,286	456,889	525,608	68,719	523,608	476,455

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
VEHICLE MAINTENANCE

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
18605000 035011 VM SALE OF TOWN PROPERTY	.00	.00	.00	.00	.00	.00	_____
18605000 035061 VM W/COMP & DISABILITY REIMB	1,575.00	.00	.00	.00	.00	.00	_____
18605000 035063 REIMBURSEMENTS-NONGOVERNMENTAL	50.00	.00	.00	.00	.00	.00	_____
18605000 035090 VM MISCELLANEOUS REVENUE	.00	.00	.00	.00	.00	.00	_____
18606000 039160 ACARR VM TFR FROM TRUST-A/CARR	1,409.00	.00	.00	.00	.00	.00	_____
18609000 039399 HWYMA BUDGETARY USE OF FUND BALANCE	.00	.00	5,603.00	.00	.00	.00	_____
18609000 039399 PWCR VM USE PWCR COMMITED FUND BAL	.00	.00	30,501.00	40,000.00	40,000.00	.00	_____
TOTAL GOV GENERAL FUND	3,034.00	.00	36,104.00	40,000.00	40,000.00	.00	_____
TOTAL VEHICLE MAINTENANCE	3,034.00	.00	36,104.00	40,000.00	40,000.00	.00	_____

## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

DEPARTMENT: PUBLIC WORKS

ACTIVITY CENTER Bldg & Grounds, Trees

#### DEPARTMENT MISSION:

The Building and Grounds Division's key responsibility is to provide a safe environment, ergonomically and mechanically; to maintain the upkeep of all Town owned facilities with landscaping service, house services functions, and equipment maintenance; to ensure cooperation and compliance with fire codes; ensure state facility standards are met; and, implement building improvements and modifications in compliance with the American Disability Act. The division assists with the maintenance of historical buildings. The division carries out its mission through preventative, scheduled, and emergency maintenance to preserve and to protect the Town's assets and their appearance. Hazardous and/or dangerous trees under the Town's jurisdiction are removed to ensure the safety of our citizens and the health of our tree stock.

#### DEPARTMENT OBJECTIVES:

1. Address issues that are found during the building audits.
2. To provide a safe and clean environment for all town employees and citizens in all Town facilities.
3. Continue training employees to control the cost and use of outside contractors in the general maintenance field, H.V.A.C., and other skilled trades.
4. Provide cost-effective services that meet the essential requirements of our customer.
5. Remove dead and diseased trees that are within the Town's right of way that cause an imminent danger to the public.
6. Continue reviewing and adjusting the energy management systems to reduce the energy consumption in Town buildings.
7. Resurface the employee parking lot at the Derry Municipal Center at a cost of \$30,000.
8. Replace the carpets in the third floor meeting room at a cost of \$15,000.00.
9. Upgrade the security system cameras at the Derry Municipal Center at a cost of \$25,431.00.
10. Install rain gutters and rainwater infiltration on the west side of Veterans Hall at a cost of \$6,000.00.



Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

80 Department: PUBLIC WORKS DEPT		Activity Center : BUILDING & GROUNDS						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	BG PERMANENT POSITIONS	277,325	272,490	283,925	288,467	4,542	288,467	288,467
120	BG TEMPORARY POSITIONS	16,598	25,907	16,848	16,848	0	16,848	16,848
140	BG OVERTIME	6,500	15,897	7,850	14,600	6,750	14,600	14,600
190	BG OTHER COMPENSATION	24,606	22,294	25,973	20,499	(5,474)	20,499	14,791
200	BG EMPLOYEE BENEFITS	139,984	127,232	134,780	139,832	5,052	139,832	138,576
291	BG TRAINING & CONFERENCES	2,000	710	2,000	2,000	0	2,000	2,000
292	BG UNIFORMS	3,164	2,672	3,164	3,268	104	2,768	2,768
<b>TOTAL Personnel Services</b>		<b>470,177</b>	<b>467,202</b>	<b>474,540</b>	<b>485,514</b>	<b>10,974</b>	<b>485,014</b>	<b>478,050</b>
<b>Operations &amp; Maintenance</b>								
341	BG TELEPHONE	2,215	2,302	2,191	2,191	0	2,191	0
342	BG INFO TECH SERVICES	0	1,297	1,200	1,200	0	1,200	0
360	BG CUSTODIAL SERVICES	1,440	816	1,440	1,440	0	1,440	1,440
410	BG ELECTRICITY	69,091	66,503	69,091	69,794	703	69,794	69,794
411	BG HVAC	32,724	17,964	26,519	17,575	(8,944)	17,575	17,575
412	BG WATER	3,792	3,401	3,792	3,792	0	3,792	3,792
413	BG SEWER	4,868	3,952	4,868	4,868	0	4,868	4,868
430	BG CONTRACTED REPAIR & MAINT	85,860	94,280	79,610	108,068	28,458	67,637	67,637
490	BG OTHER PURCHASED PROF SVS	13,000	5,484	13,000	23,000	10,000	23,000	23,000
550	BG PRINTING	450	243	450	450	0	450	450
610	BG SUPPLIES-GENERAL	3,500	2,937	3,250	3,250	0	2,750	2,750
620	BG SUPPLIES-OFFICE	100	37	100	100	0	100	100
630	BG MAINT & REPAIR SUPPLIES	17,850	18,538	18,350	18,350	0	18,350	18,350
635	BG GASOLINE	500	1,277	1,160	1,450	290	1,450	1,450
636	BG DIESEL FUEL	3,853	2,178	2,530	2,070	(460)	2,070	2,070
640	BG SUPPLIES-CUSTODIAL&HOUSEKEP	16,400	15,086	16,400	16,400	0	16,400	16,400
650	BG SUPPLIES-GROUNDSKEEPING	1,500	1,365	1,500	1,500	0	1,500	1,500
690	BG OTHER NON CAPITAL	2,900	5,258	3,000	0	(3,000)	0	0
<b>TOTAL Operations &amp; Maintenance</b>		<b>260,043</b>	<b>249,607</b>	<b>248,451</b>	<b>275,498</b>	<b>27,047</b>	<b>234,567</b>	<b>231,176</b>

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

80 Department: PUBLIC WORKS DEPT		Activity Center : BUILDING & GROUNDS						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Capital Outlay</b>								
710	BG LAND & IMPROVEMENTS	27,570	25,729	0	30,000	30,000	0	0
720	BG BUILDINGS	21,000	10,826	0	0	0	0	0
740	BG MACHINERY & EQUIPMENT	0	0	17,000	0	(17,000)	0	0
760	BG VEHICLES	0	0	0	0	0	0	0
	<b>TOTAL Capital Outlay</b>	<b>48,570</b>	<b>36,555</b>	<b>17,000</b>	<b>30,000</b>	<b>13,000</b>	<b>0</b>	<b>0</b>
<b>Transfers</b>								
<b>Debt Service</b>								
980	B&G DEBT SERVICE	15,286	14,707	7,293	7,589	296	7,589	0
	<b>TOTAL Debt Service</b>	<b>15,286</b>	<b>14,707</b>	<b>7,293</b>	<b>7,589</b>	<b>296</b>	<b>7,589</b>	<b>0</b>
	<b>TOTAL BUILDING &amp; GROUNDS</b>	<b>794,076</b>	<b>768,071</b>	<b>747,284</b>	<b>798,601</b>	<b>51,317</b>	<b>727,170</b>	<b>709,226</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
BUILDING & GROUNDS

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
18003000 033199 FEDERAL \$ PASS THRU STATE							
	-12.07	.00	.00	.00	.00	.00	
18005000 035031 RENT TOWN PROPERTY (ST)							
	160.00	.00	.00	.00	.00	.00	
18005000 035032 RENT TOWN PROPERTY (LT)							
	1.00	1.00	1.00	1.00	1.00	1.00	
18005000 035061 BG W/COMP & DISABILITY REIMB							
	350.00	.00	.00	.00	.00	.00	
18005000 035063 REIMBURSEMENTS-NONGOVERNMENTAL							
	17,450.20	.00	.00	.00	.00	.00	
18005000 035090 BG VENDING MACHINE REVENUE							
	40.02	.00	.00	.00	.00	.00	
18005001 035032 BG ADAMS RENT TOWN PROPERTY							
	28,050.00	30,600.00	30,600.00	30,600.00	30,600.00	30,600.00	
18005003 035032 RENT TOWN PROPERTY (LT)							
	83,833.40	85,236.00	85,236.00	85,632.00	85,632.00	85,632.00	
18009000 039399 HWYMA BUDGETARY USE OF FUND BALANCE							
	.00	.00	18,941.00	.00	.00	.00	
18009000 039399 L&BLD BUDGETARY USE OF FUND BALANCE							
	.00	.00	17,000.00	.00	.00	.00	
TOTAL GOV GENERAL FUND	129,872.55	115,837.00	151,778.00	116,233.00	116,233.00	116,233.00	
TOTAL BUILDING & GROUNDS	129,872.55	115,837.00	151,778.00	116,233.00	116,233.00	116,233.00	

## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

DEPARTMENT: PUBLIC WORKS

ACTIVITY CENTER: CEMETERY

#### DEPARTMENT MISSION:

To strive to support the community members at a time of mourning in the cemetery, and provide perpetual care for each gravesite with care and compassion, consistent with the standards and policies established by the Cemetery Trustees.

#### DEPARTMENT OBJECTIVES:

1. To assist the Cemetery Trustees' with adopted Policies and Procedures for the mutual protection and benefit of the plot owners and those interred in the cemetery.
2. To maintain Forest Hill Cemetery as accessible and as well maintained as possible.
3. To cooperate with funeral homes to complete internment or disinterment work as requested.
4. To replace a zero turn commercial mower at a cost of \$9,933.00.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

82 Department: PUBLIC WORKS DEPT		Activity Center : CEMETERY						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	CEM PERMANENT POSITIONS	90,400	85,919	91,191	94,927	3,736	94,927	94,927
120	CEM TEMPORARY POSITIONS	33,500	33,346	33,500	32,500	(1,000)	32,500	32,500
140	CEM OVERTIME	4,900	1,136	4,900	4,750	(150)	4,750	4,750
190	CEM OTHER COMPENSATION	3,466	5,460	4,276	5,471	1,195	5,471	2,456
200	CEM EMPLOYEE BENEFITS	56,207	47,313	53,135	55,535	2,400	55,535	54,860
	<b>TOTAL Personnel Services</b>	<b>188,473</b>	<b>173,174</b>	<b>187,002</b>	<b>193,183</b>	<b>6,181</b>	<b>193,183</b>	<b>189,493</b>
<b>Operations &amp; Maintenance</b>								
341	CEM TELEPHONE	390	562	390	390	0	390	0
390	CEM OTHER PROFESSIONAL SVS	160	0	160	160	0	160	160
410	CEM ELECTRICITY	1,162	1,208	1,162	1,274	112	1,274	1,274
411	CEM HVAC	4,560	2,171	3,648	3,648	0	3,648	3,648
430	CEM REPAIRS & MAINTENANCE	1,083	1,420	1,083	26,083	25,000	1,083	1,083
490	CEM OTHER PROPERTY RELATED SVS	500	1,180	500	500	0	500	500
550	CEM PRINTING	200	0	200	200	0	200	200
610	CEM GENERAL SUPPLIES	2,500	399	2,500	2,500	0	2,000	2,000
620	CEM OFFICE SUPPLIES	200	58	200	200	0	200	200
625	CEM POSTAGE	50	1	50	50	0	50	50
630	CEM MAINT & REPAIR SUPPLIES	2,500	4,506	2,500	2,500	0	2,500	2,500
635	CEM GASOLINE	3,875	4,814	3,540	4,425	885	4,425	4,425
640	CEM CUSTODIAL & HOUSEKEEPING	200	49	150	150	0	150	150
650	CEM GROUNDSKEEPING SUPPLIES	500	120	500	500	0	500	500
690	CEM OTHER NON CAPITAL	0	3,180	0	9,933	9,933	9,933	9,933
	<b>TOTAL Operations &amp; Maintenance</b>	<b>17,880</b>	<b>19,668</b>	<b>16,583</b>	<b>52,513</b>	<b>35,930</b>	<b>27,013</b>	<b>26,623</b>
<b>Capital Outlay</b>								
760	CEM VEHICLES	0	0	25,000	0	(25,000)	0	0
	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>0</b>	<b>(25,000)</b>	<b>0</b>	<b>0</b>
<b>Transfers</b>								
960	CEM TFR TO TRUST/AGENCY FUND	13,200	10,375	13,200	13,200	0	13,200	13,200

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

82 Department: PUBLIC WORKS DEPT		Activity Center : CEMETERY						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
	TOTAL Transfers	13,200	10,375	13,200	13,200	0	13,200	13,200
	Debt Service							
980	CEM DEBT SERVICE	4,226	4,226	9,976	4,226	(5,750)	4,226	0
	TOTAL Debt Service	4,226	4,226	9,976	4,226	(5,750)	4,226	0
	TOTAL CEMETERY	223,779	207,443	251,761	263,122	11,361	237,622	229,316

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
CEMETERY

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
18202000 032906 CEMET CEM PERPETUAL CARE FEE							
10,375.00	13,200.00	13,200.00	13,200.00	13,200.00	13,200.00	13,200.00	
18204000 034010 BURIAL/CREMATION/INTERMENT FEE							
23,350.00	32,000.00	32,000.00	32,000.00	32,000.00	32,000.00	32,000.00	
18205000 035011 CEM SALE OF CEMETERY LOT							
12,300.00	15,400.00	15,400.00	15,400.00	15,400.00	15,400.00	15,400.00	
18206000 039162 CEMET INTERFUND TFR FROM TRST-CEMET							
55,000.00	55,000.00	55,000.00	55,000.00	55,000.00	55,000.00	55,000.00	
18208000 039390 CEM CAPITAL LEASE REVENUE							
.00	25,000.00	25,000.00	.00	.00	.00	.00	
TOTAL GOV GENERAL FUND							
101,025.00	140,600.00	140,600.00	115,600.00	115,600.00	115,600.00	115,600.00	
TOTAL CEMETERY							
101,025.00	140,600.00	140,600.00	115,600.00	115,600.00	115,600.00	115,600.00	

## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

DEPARTMENT: PUBLIC WORKS

ACTIVITY CENTER: CODE ENFORCEMENT

Department Mission:

The Code Enforcement Division's primary goal is to provide effective plan review and inspectional services to insure compliance with building codes and regulations. In addition, the Division is responsible for enforcement of the Town's Zoning Ordinance and other associated regulations.

Department Objectives:

1. Continued proactive enforcement of the Town of Derry Property Maintenance Code to effectively deal with vacant and distressed properties, particularly in the downtown area.
2. Provide timely enforcement of zoning and land use violations.
3. Update adopted codes to follow the most recent code cycle in order to stay current with the State Building Code. The 2015 Code editions should be adopted by the State in FY18.
4. Continue to provide educational opportunities for department staff in order to keep current with the latest codes and regulations.
5. Continue to provide timely building construction related inspections for citizens and contractors living and/or working in the Town.
6. Continue to work with the Planning Department to upgrade provisions of the Zoning Ordinance.



Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

62 Department: PUBLIC WORKS DEPT		Activity Center : CODE ENFORCEMENT						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	CE PERMANENT POSITIONS	213,106	214,667	212,822	235,537	22,715	235,537	235,537
140	CE OVERTIME	1,550	2,792	1,550	1,650	100	1,650	1,650
190	CE OTHER COMPENSATION	17,909	17,404	18,630	11,202	(7,428)	11,202	4,315
200	CE EMPLOYEE BENEFITS	106,489	101,482	100,381	111,583	11,202	111,583	110,095
291	CE TRAINING & CONFERENCES	2,000	1,903	2,000	2,100	100	2,100	2,100
292	CE UNIFORMS	564	519	564	580	16	580	580
<b>TOTAL Personnel Services</b>		<b>341,618</b>	<b>343,401</b>	<b>335,947</b>	<b>362,652</b>	<b>26,705</b>	<b>362,652</b>	<b>354,277</b>
<b>Operations &amp; Maintenance</b>								
341	CE TELEPHONE	2,136	2,100	1,956	1,956	0	1,956	0
355	CE PHOTO LABORATORY	150	0	100	100	0	100	100
390	CE OTHER PROFESSIONAL SERVICES	0	0	0	0	0	0	0
440	CE RENTAL & LEASES	1,368	1,185	1,368	1,368	0	1,368	120
550	CE PRINTING	1,000	1,649	1,000	1,000	0	1,000	1,000
560	CE DUES & SUBSCRIPTIONS	956	965	956	956	0	956	956
620	CE OFFICE SUPPLIES	2,000	1,036	2,000	2,000	0	1,500	1,500
625	CE POSTAGE	1,500	1,366	1,500	1,500	0	1,500	1,500
635	CE GASOLINE	1,875	2,548	1,600	2,000	400	2,000	2,000
670	CE BOOKS & PERIODICALS	750	293	750	750	0	750	750
<b>TOTAL Operations &amp; Maintenance</b>		<b>11,735</b>	<b>11,969</b>	<b>11,230</b>	<b>11,630</b>	<b>400</b>	<b>11,130</b>	<b>7,926</b>
<b>Capital Outlay</b>								
<b>Transfers</b>								
<b>Debt Service</b>								
980	CE DEBT SERVICE	5,632	5,632	5,633	5,633	0	5,633	0
<b>TOTAL Debt Service</b>		<b>5,632</b>	<b>5,632</b>	<b>5,633</b>	<b>5,633</b>	<b>0</b>	<b>5,633</b>	<b>0</b>
<b>TOTAL CODE ENFORCEMENT</b>		<b>358,985</b>	<b>361,003</b>	<b>352,810</b>	<b>379,915</b>	<b>27,105</b>	<b>379,415</b>	<b>362,203</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
CODE ENFORCEMENT

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
16202000 032300 BUILDING PERMITS							
336,071.37		268,000.00	268,000.00	225,000.00	225,000.00	225,000.00	
16202000 032906 CE MOBILE HOME LICENSING							
675.00		675.00	675.00	675.00	675.00	675.00	
16204000 034010 CE REINSPECTION FEES							
35.00		350.00	350.00	350.00	350.00	350.00	
16204000 034013 CE COPY CHARGES							
145.50		100.00	100.00	100.00	100.00	100.00	
16204000 034018 CE ZONING REVENUES							
3,858.52		4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	
16205000 035041 CE FINES FROM COURTS							
.00		2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	
16205000 035061 CE W/COMP & DISABILITY REIMB							
1,029.39		.00	.00	.00	.00	.00	
16205000 035063 REIMBURSEMENTS-NONGOVERNMENTAL							
.00		2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	
TOTAL GOV GENERAL FUND							
341,814.78		277,125.00	277,125.00	234,125.00	234,125.00	234,125.00	
TOTAL CODE ENFORCEMENT							
341,814.78		277,125.00	277,125.00	234,125.00	234,125.00	234,125.00	

## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

DEPARTMENT: PUBLIC WORKS	ACTIVITY CENTER: RECREATION
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#### DEPARTMENT MISSION:

To continue to meet and evaluate the needs of our residents in order to offer affordable, safe, productive and educational recreational programs, services, and special events.

The Department is committed to providing citizens of all ages and demographics with the opportunity to participate in a variety of community programs, athletic leagues and activities. It is important to maintain open communications and build mutual collaborative respect and support with all athletic leagues, civic and private organizations, and human services agencies, in order to make certain that programming needs and community resources are sustained and, moreover, expanded upon to meet the growing needs within our community.

#### DEPARTMENT OBJECTIVES:

1. To continue to improve upon programming and services for senior citizens, by offering additional outings and health related initiatives relevant for our residents. Continue outreach and networking with Parkland Medical Center, Rockingham Meals on Wheels, Community Caregivers, the SportsZone, and the Marion Gerrish Community Center is critical to the success.
2. To enhance recruitment and retention practices in order to acquire highly qualified and certified employees to cover all temporary/seasonal positions at all park locations.
3. To continue working on updating operational policies and procedures.
4. To continue enhancing and promoting special events and devise new programming opportunities for the residents of Derry.
5. To continue to promote online registrations via Active Net, as well as strive and support the move to over the counter credit card transactions.
6. To develop long term programming and facility needs research, with the possibility of using other Town/School facilities to accommodate and/or adding on to existing facilities to accommodate future growth and community participation. This includes exploring possibilities of expanding programming at both the Alexander-Carr Lodge and Marion Gerrish Community Center.

**Town of Derry, NH**  
**Activity Center Narrative, Programs and Activities**  
**FY 2018**

DEPARTMENT: PUBLIC WORKS

ACTIVITY CENTER: RECREATION

NARRATIVE

The Recreation Division coordinates, administers, and facilitates all Town sponsored recreational programs, services, outings, and special events. The Department maintains extensive contact with outside athletic leagues, clubs, groups and agencies regarding non-sponsored programs and services. The Division is responsible for planning, promoting, and implementing all ongoing, seasonal athletic and social programs, as well as developing ongoing operating policies and procedures governing the programs, facility usage, and beneficial means of increasing and improving the quality of safe recreational programs, services, and facilities.

PROGRAMS AND ACTIVITIES

The Recreation Division coordinates and facilitates over 100 programs and events, attempting to target and develop programs based upon the needs of the Town. Employees serve on various Town committees and boards to assist with coordinating additional recreational and cultural events. The Division has made significant strides in implementing standard operating procedures to ensure the efficiency, organization and safety in all athletic programs.

Primary programs are as follows: Winter Basketball, Travel Basketball, T-Ball, Kayak Lessons, Tennis Camps, Judo, Day Trips, T'ai Ji, and Special Olympics. Collaborative clinics with Derry Little League, Derry Youth Lacrosse, and Derry Pathfinders Snowmobile Club have afforded free instructional and educational opportunities for our residents to benefit from. Seasonal programming continues occurs at the park areas, where staff are trained to conduct activities, operate concession stands, safeguard patrons and town property, and assist with maintain these facilities. Several special events occur annually and include the Summer Concert Series, vacation week activities, July Fourth fireworks, Summer Fun Runs, Downtown Trick-or-Treat, and Very Derry Holiday. Key senior citizen programming and services includes two exercise programs, Tai Ji / balance classes, bonebuilders, linedancing classes, bingo, bus trips, indoor walking, and a several outings, picnics, luncheons, and dinners in conjunction with civic organizations. In conjunction with Parkland Medical Center, monthly healthy aging lectures continue to occur at the Marion Gerrish Center. The Division works closely with the Marion Gerrish Community Center as they continue to expand and sponsor cards and games groups for seniors. The Department continues to directly assist several organizations on large community events, such as Derryfest, Frost Festival, veterans/holiday observances, parades, road races, and a myriad of other special events.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

70 Department: PUBLIC WORKS DEPT		Activity Center : RECREATION						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	REC PERMANENT POSITIONS	142,213	137,129	136,534	152,221	15,687	152,221	152,221
120	REC TEMPORARY POSITIONS	203,983	181,975	209,218	210,844	1,626	210,844	210,844
140	REC OVERTIME	2,500	7,416	9,231	9,951	720	9,951	9,951
190	REC OTHER COMPENSATION	11,476	5,680	10,430	11,158	728	11,158	6,946
200	REC EMPLOYEE BENEFITS	59,165	68,284	79,993	81,174	1,181	81,174	80,287
291	REC TRAINING & CONFERENCES	2,000	1,021	2,000	2,000	0	2,000	2,000
292	REC UNIFORMS	1,000	601	1,000	1,000	0	1,000	1,000
	<b>TOTAL Personnel Services</b>	<b>422,337</b>	<b>402,106</b>	<b>448,406</b>	<b>468,348</b>	<b>19,942</b>	<b>468,348</b>	<b>463,249</b>
<b>Operations &amp; Maintenance</b>								
341	REC TELEPHONE	958	1,117	1,072	1,072	0	1,072	0
342	REC DATA PROCESSING	2,900	4,306	3,300	3,300	0	3,300	3,300
390	REC OTHER PROFESSIONAL SVS	80,400	59,822	72,500	60,000	(12,500)	60,000	60,000
430	REC REPAIRS & MAINTENANCE	1,000	84	1,000	1,000	0	1,000	1,000
440	REC RENTAL & LEASES	18,040	16,616	16,928	11,000	(5,928)	11,000	11,000
490	REC OTHER PROP RELATED SVS	240	240	240	240	0	240	240
550	REC PRINTING	3,300	1,930	3,200	2,600	(600)	2,600	2,600
560	REC DUES & SUBSCRIPTIONS	700	713	750	750	0	750	750
610	REC GENERAL SUPPLIES	44,000	42,455	43,500	42,500	(1,000)	42,500	42,500
620	REC OFFICE SUPPLIES	1,950	1,295	1,950	1,800	(150)	1,800	1,800
625	REC POSTAGE	686	892	686	686	0	686	686
630	REC MAINT & REPAIR SUPPLIES	1,000	688	1,000	1,000	0	1,000	1,000
635	REC GASOLINE	1,025	791	0	0	0	0	0
690	REC OTHER NON CAPITAL	2,000	4,578	2,000	2,000	0	2,000	2,000
	<b>TOTAL Operations &amp; Maintenance</b>	<b>158,199</b>	<b>135,527</b>	<b>148,126</b>	<b>127,948</b>	<b>(20,178)</b>	<b>127,948</b>	<b>126,876</b>
<b>Capital Outlay</b>								
<b>Transfers</b>								
<b>Debt Service</b>								

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

TOTAL RECREATION	580,536	537,634	596,532	596,296	(236)	596,296	590,125
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# NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

## ACCOUNTS FOR: RECREATION

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
17002008 032900 REC SCHEDULING FEES							
6,838.24	5,000.00	5,000.00	5,500.00	5,500.00	5,500.00	5,500.00	
17002028 032900 REC GALLIENS BEACH PASSES							
6,256.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	
17004002 034095 REC BASKETBALL TRAVEL REV							
7,410.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	
17004003 034095 REC BASKETBALL WINTER REV							
25,420.00	26,000.00	26,000.00	26,000.00	26,000.00	26,000.00	26,000.00	
17004005 034095 REC TENNIS LESSONS REV							
6,579.56	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	
17004010 034095 REC SOFTBALL/TBALL REV							
5,780.00	7,500.00	7,500.00	7,000.00	7,000.00	7,000.00	7,000.00	
17004011 034095 REC GALLIENS SERVICES REV							
14,049.00	11,000.00	11,000.00	11,500.00	11,500.00	11,500.00	11,500.00	
17004012 034095 REC JUDO LESSONS REV							
3,831.83	6,000.00	6,000.00	4,000.00	4,000.00	4,000.00	4,000.00	
17004014 034095 REC DBPK CONCESSIONS							
29,311.76	20,000.00	20,000.00	23,000.00	23,000.00	23,000.00	23,000.00	
17004020 034095 REC A/CARR CONCESSION REV							
1,168.40	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	
17004021 034095 REC A/CARR CAMP LESSONS REV							
895.00	850.00	850.00	850.00	850.00	850.00	850.00	
17004025 034095 REC HOOD CONCESSION REV							
1,838.80	1,600.00	1,600.00	.00	.00	.00	.00	
17004026 034095 REC HOOD SWIM LESSONS REV							
4,965.00	5,500.00	5,500.00	.00	.00	.00	.00	
17004029 034095 REC GALLIENS CONCESSION REV							
19,540.40	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	
17004030 034095 REC GALLIENS KAYAK LESSON REV							
2,500.00	1,800.00	1,800.00	2,000.00	2,000.00	2,000.00	2,000.00	
17004041 034095 REC BASEKETBALL-MENS+30 REV							
1,018.00	900.00	900.00	900.00	900.00	900.00	900.00	
17004042 034095 REC BUS TRIP REVENUE							
12,789.00	18,000.00	18,000.00	16,000.00	16,000.00	16,000.00	16,000.00	
17004045 034095 REC SPORTS PICTURE REVENUE							
1,302.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	
17004047 034095 YOUTH FITNESS							
280.00	.00	.00	.00	.00	.00	.00	
17004051 034095 ADULT FITNESS REVENUE							
1,840.00	4,000.00	4,000.00	.00	.00	.00	.00	

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
RECREATION

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
17005000 035011	REC SALE OF TOWN PROPERTY						
	500.00	.00	.00	.00	.00	.00	
17005000 035063	REC REIMBURSEMENT-NONGOVERNMEN						
	42.00	.00	.00	.00	.00	.00	
17005000 035082	REC SPONSORSHIP CONTRIBUTIONS						
	128.34	.00	.00	.00	.00	.00	
17005000 035090	REC MISCELLANEOUS REVENUE						
	2,925.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	
17005001 035031	REC DPBK BLDG-RENT						
	540.00	600.00	600.00	600.00	600.00	600.00	
17005002 035031	RENT VETS HALL BLDG						
	11,913.75	15,000.00	15,000.00	14,000.00	14,000.00	14,000.00	
17005003 035031	REC RENTAL-ALEX CARR LODGE ST						
	1,665.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	
17006000 039160 ACARR	REC TFR FROM TRUST-A/CARR						
	7,133.00	21,452.00	21,452.00	20,105.00	20,105.00	20,105.00	
17006000 039160 MACGR	REC TFR FROM TRUST-MACGREGOR						
	8,000.00	8,000.00	8,000.00	9,000.00	9,000.00	9,000.00	
TOTAL GOV GENERAL FUND	186,460.08	195,702.00	195,702.00	182,955.00	182,955.00	182,955.00	
TOTAL RECREATION	186,460.08	195,702.00	195,702.00	182,955.00	182,955.00	182,955.00	



## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

#### DEPARTMENT: PUBLIC WORKS

#### ACTIVITY CENTER: PARKS

##### DEPARTMENT MISSION:

To continue to provide quality services and maintain extremely high standards in maintaining the Town's public parks, playgrounds, and athletic fields. To provide safe recreational environments and conditions for public use. To continue to collaborate with athletic leagues, civic organizations and businesses to fund facility improvements and expand recreational opportunities.

##### DEPARTMENT OBJECTIVES:

1. To continue to create and instill a sense of community pride in the Town's park areas, facilities, ball fields, and gardens.
2. To improve and maintain turf and overall playing conditions at ball field locations. To continue topdressing and seeding low spots and high usage areas utilizing staff and appropriate contracted services.
3. To remain vigilant and address playground repairs in a timely and efficient manner; to continue to receive high scores on playground audits from Primex regarding the condition and perpetual upkeep of the structures and subsequent grounds.
4. To remain focused and proactive upon completing cyclical maintenance tasks, ensuring that our fields, park areas, structures, and site amenities are safe and in pristine condition for all residents.
5. To continue to replace and upgrade vehicles and equipment in order to make operations more efficient.
6. To continue to work with the Derry Cooperative School District in order to gradually expand West Running Brook field to create a regulation 90' baseball diamond.
7. To continue with field renovations and park/building upgrades and renovations by utilizing Division employees and/or contracted services.
8. To continue to explore viable, cost effective park development options and enhancements.

## Town of Derry, NH

### Activity Center Narrative, Programs and Activities FY 2018

DEPARTMENT: PUBLIC WORKS

ACTIVITY CENTER: Parks

#### NARRATIVE

The Parks Division is directly responsible for the upkeep and maintenance at all Town park areas, facilities and ball fields. This includes an extensive amount of routine maintenance tasks, such as mowing, trimming, painting, raking, landscaping, field preparation, line striping for athletic and special events, litter removal, safety audits and inspections of playground equipment and apparatus, and completing all necessary repairs. This Division plays an integral role in the safeguarding, development and implementation of all of the Town's recreational areas and ball fields, as well as partaking in construction and major renovation projects at all Town facilities. The Division also plays an integral role during snow and ice operations by plowing, shoveling, and treating Town owned properties, as well as prepares and maintains areas for outdoor winter activities, such as sledding, ice skating, and pond hockey.

#### PROGRAMS AND ACTIVITIES

The Parks Division is responsible for completing all maintenance and repairs at park areas, which entails an intricate, variety of park systems, playground structures, athletic fields, tennis courts, basketball courts, picnic areas, waterfronts, gardens, and other municipal areas. This is an extensive amount of work which involves not only field preparation and maintenance, but line striping services that must be completed prior to athletic games and events.

Division employees continue to coordinate and manage a wide array of repair projects inhouse, which includes fence repairs, masonry, construction, plumbing, drainage projects, etc. Capital projects and improvements that have been completed over the last several fiscal years have significantly improved park areas and ball fields throughout the Town; hence, allowing the staff to focus upon keeping the areas and amenities in pristine condition. The Division continues to receive high scores on our annual playground audits and inspections that are completed annually by the Town's insurance provider.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

72 Department: PUBLIC WORKS DEPT		Activity Center : PARKS						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	PAR PERMANENT POSITIONS	311,302	292,588	308,546	324,983	16,437	324,983	324,983
120	PAR TEMPORARY POSITIONS	87,199	74,885	88,662	87,748	(914)	87,748	87,748
140	PAR OVERTIME	5,000	12,546	11,014	12,974	1,960	12,974	12,974
190	PAR OTHER COMPENSATION	12,986	9,526	11,115	13,177	2,062	13,177	8,226
200	PAR EMPLOYEE BENEFITS	167,753	148,363	160,718	168,680	7,962	168,680	167,701
291	PAR TRAINING & CONFERENCES	2,000	1,266	2,000	2,000	0	2,000	2,000
292	PAR UNIFORMS	3,300	3,009	3,400	3,500	100	3,500	3,500
	<b>TOTAL Personnel Services</b>	<b>589,540</b>	<b>542,182</b>	<b>585,455</b>	<b>613,062</b>	<b>27,607</b>	<b>613,062</b>	<b>607,132</b>
<b>Operations &amp; Maintenance</b>								
341	PAR TELEPHONE	1,932	1,987	1,920	1,920	0	1,920	0
342	PAR DATA PROCESSING	1,763	1,692	1,763	1,763	0	1,763	0
360	PAR CUSTODIAL SERVICES	4,368	4,565	4,584	4,584	0	4,584	4,584
390	PAR OTHER PROFESSIONAL SVS	1,281	1,416	1,405	1,405	0	1,405	1,405
410	PAR ELECTRICITY	35,170	33,786	35,750	35,750	0	35,750	35,750
411	PAR HVAC	16,375	11,385	15,038	13,900	(1,138)	13,900	13,900
412	PAR WATER	27,150	23,310	26,150	25,750	(400)	25,750	25,750
413	PAR SEWER	900	750	900	900	0	900	900
430	PAR REPAIRS & MAINTENANCE	67,000	70,082	67,450	66,700	(750)	66,700	66,700
440	PAR RENTAL & LEASES	1,000	0	1,000	1,000	0	1,000	1,000
490	PAR OTHER PROPERTY RELATED SVS	2,220	2,482	2,334	2,514	180	2,514	2,514
610	PAR GENERAL SUPPLIES	6,500	6,807	7,000	7,000	0	7,000	7,000
620	PAR OFFICE SUPPLIES	700	451	700	500	(200)	500	500
630	PAR MAINT & REPAIR SUPPLIES	24,700	22,138	24,700	24,200	(500)	24,200	24,200
635	PAR GASOLINE	6,300	7,937	5,800	7,500	1,700	7,500	7,500
636	PAR DIESEL FUEL	12,730	6,446	10,725	7,875	(2,850)	7,875	7,875
650	PAR GROUNDSKEEPING SUPPLIES	23,900	18,176	23,300	22,300	(1,000)	22,300	22,300
690	PAR OTHER NON CAPITAL	2,500	781	2,500	2,500	0	2,500	2,500
	<b>TOTAL Operations &amp; Maintenance</b>	<b>236,489</b>	<b>214,191</b>	<b>233,019</b>	<b>228,061</b>	<b>(4,958)</b>	<b>228,061</b>	<b>224,378</b>

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

72 Department: PUBLIC WORKS DEPT		Activity Center : PARKS						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Capital Outlay</b>								
710	PAR LAND & IMPROVEMENTS	1	0	1	1	0	1	1
740	PAR MACHINERY & EQUIPMENT	0	0	75,000	0	(75,000)	0	0
760	PAR VEHICLES	45,000	44,710	0	130,000	130,000	130,000	0
	<b>TOTAL Capital Outlay</b>	<b>45,001</b>	<b>44,710</b>	<b>75,001</b>	<b>130,001</b>	<b>55,000</b>	<b>130,001</b>	<b>1</b>
<b>Transfers</b>								
960	PAR TFR TO TRUST/AGENCY FUND	1	0	1	1	0	1	1
	<b>TOTAL Transfers</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>Debt Service</b>								
980	PAR DEBT SERVICE	13,280	13,280	13,282	8,056	(5,226)	8,056	0
	<b>TOTAL Debt Service</b>	<b>13,280</b>	<b>13,280</b>	<b>13,282</b>	<b>8,056</b>	<b>(5,226)</b>	<b>8,056</b>	<b>0</b>
	<b>TOTAL PARKS</b>	<b>884,311</b>	<b>814,364</b>	<b>906,758</b>	<b>979,181</b>	<b>72,423</b>	<b>979,181</b>	<b>831,512</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
PARKS

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
17203000 033199 FEDERAL \$ PASS THRU STATE							
	-7.66	.00	.00	.00	.00	.00	
17204006 034010 PAR LINE STRIPING REV							
	3,307.81	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	
17204015 034010 PAR DBPK FIELD LIGHTING RE							
	.00	500.00	500.00	.00	.00	.00	
17204017 034010 PAR VETS FIELD LIGHTING REV							
	300.00	700.00	700.00	500.00	500.00	500.00	
17205000 035011 PAR SALE OF TN PROPERTY							
	.00	10,000.00	10,000.00	16,000.00	16,000.00	16,000.00	
17205000 035090 PARKS MISCELLANEOUS REVENUE							
	2,600.00	.00	.00	.00	.00	.00	
17205001 035082 PAR DBPK -ADOPT A FIELD REV							
	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	
17205058 035032 REC RENT PROPERTY (LT) -OHARA							
	1.00	1.00	1.00	.00	.00	.00	
17205063 035082 BARKA ADOPT A FIELD REVENUE							
	1,519.25	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	
17206000 039160 ACARR PARKS TFR FROM TRUST-A/CARR							
	40,336.00	41,969.00	41,969.00	41,999.00	41,999.00	41,999.00	
17209000 039399 PWCR PAR USE OF PW CAP RES FUND BAL							
	.00	75,000.00	75,000.00	130,000.00	130,000.00	.00	
TOTAL GOV GENERAL FUND							
	50,556.40	135,370.00	135,370.00	195,699.00	195,699.00	65,699.00	
TOTAL PARKS							
	50,556.40	135,370.00	135,370.00	195,699.00	195,699.00	65,699.00	

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

13 Department: PUBLIC WORKS DEPT		Activity Center : HEALTH						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	HLTH PERMANENT POSITIONS	34,969	30,738	33,047	33,070	23	33,070	33,070
190	HLTH OTHER COMPENSATION	0	0	0	0	0	0	0
200	HLTH EMPLOYEE BENEFITS	3,681	2,814	3,497	3,419	(78)	3,419	3,419
291	HLTH TRAINING & CONFERENCES	250	319	250	250	0	250	250
292	HLTH UNIFORMS	100	78	100	100	0	100	100
	<b>TOTAL Personnel Services</b>	<b>39,000</b>	<b>33,949</b>	<b>36,894</b>	<b>36,839</b>	<b>(55)</b>	<b>36,839</b>	<b>36,839</b>
<b>Operations &amp; Maintenance</b>								
341	HLTH TELEPHONE	1,164	1,024	960	1,500	540	1,500	0
440	HLTH RENTALS & LEASES	96	41	96	96	0	96	24
490	HLTH OTH PROPERTY RELATED SVS	44,125	37,411	42,995	42,995	0	42,995	42,995
550	HLTH PRINTING	250	275	250	350	100	350	350
560	HLTH DUES & SUBSCRIPTIONS	35	35	35	35	0	35	35
610	HLTH GENERAL SUPPLIES	378	291	378	378	0	378	378
620	HLTH OFFICE SUPPLIES	575	345	575	475	(100)	475	475
625	HLTH POSTAGE	300	155	300	300	0	300	300
635	HLTH GASOLINE	590	276	590	590	0	590	590
660	HLTH VEHICLE REPAIRS	250	0	250	0	(250)	0	0
	<b>TOTAL Operations &amp; Maintenance</b>	<b>47,763</b>	<b>39,894</b>	<b>46,429</b>	<b>46,719</b>	<b>290</b>	<b>46,719</b>	<b>45,147</b>
<b>Capital Outlay</b>								
730	HLTH OTHER IMPROVEMENTS	2,509,000	0	0	0	0	0	0
	<b>TOTAL Capital Outlay</b>	<b>2,509,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers</b>								
950	HLTH TFR TO ENTERPRISE FUND	0	2,509,000	0	0	0	0	0
	<b>TOTAL Transfers</b>	<b>0</b>	<b>2,509,193</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Debt Service</b>								
980	HLTH DEBT SERVICE	0	0	0	0	0	0	0

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

13 Department: PUBLIC WORKS DEPT		Activity Center : HEALTH						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
	TOTAL Debt Service	0	0	0	0	0	0	0
	TOTAL HEALTH	2,595,763	2,583,036	83,323	83,558	235	83,558	81,986

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
HEALTH

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
11302000 032908 HEALTH PERMIT/INSPECTION FEES	29,875.00	28,575.00	28,575.00	29,215.00	29,215.00	29,215.00	_____
11303000 033793 HLTH INTERGOV REIMBURSEMENT	.00	2,305.00	2,305.00	2,305.00	2,305.00	2,305.00	_____
11305000 035011 SALE OF TOWN PROPERTY	75.00	.00	.00	.00	.00	.00	_____
11305000 035063 HLTH REIMBURSEMENT-NONGOV	.00	2,070.00	2,070.00	2,070.00	2,070.00	2,070.00	_____
11305000 035090 HLTH MISC REVENUE	40.00	.00	.00	.00	.00	.00	_____
TOTAL GOV GENERAL FUND	29,990.00	32,950.00	32,950.00	33,590.00	33,590.00	33,590.00	_____
TOTAL HEALTH	29,990.00	32,950.00	32,950.00	33,590.00	33,590.00	33,590.00	_____

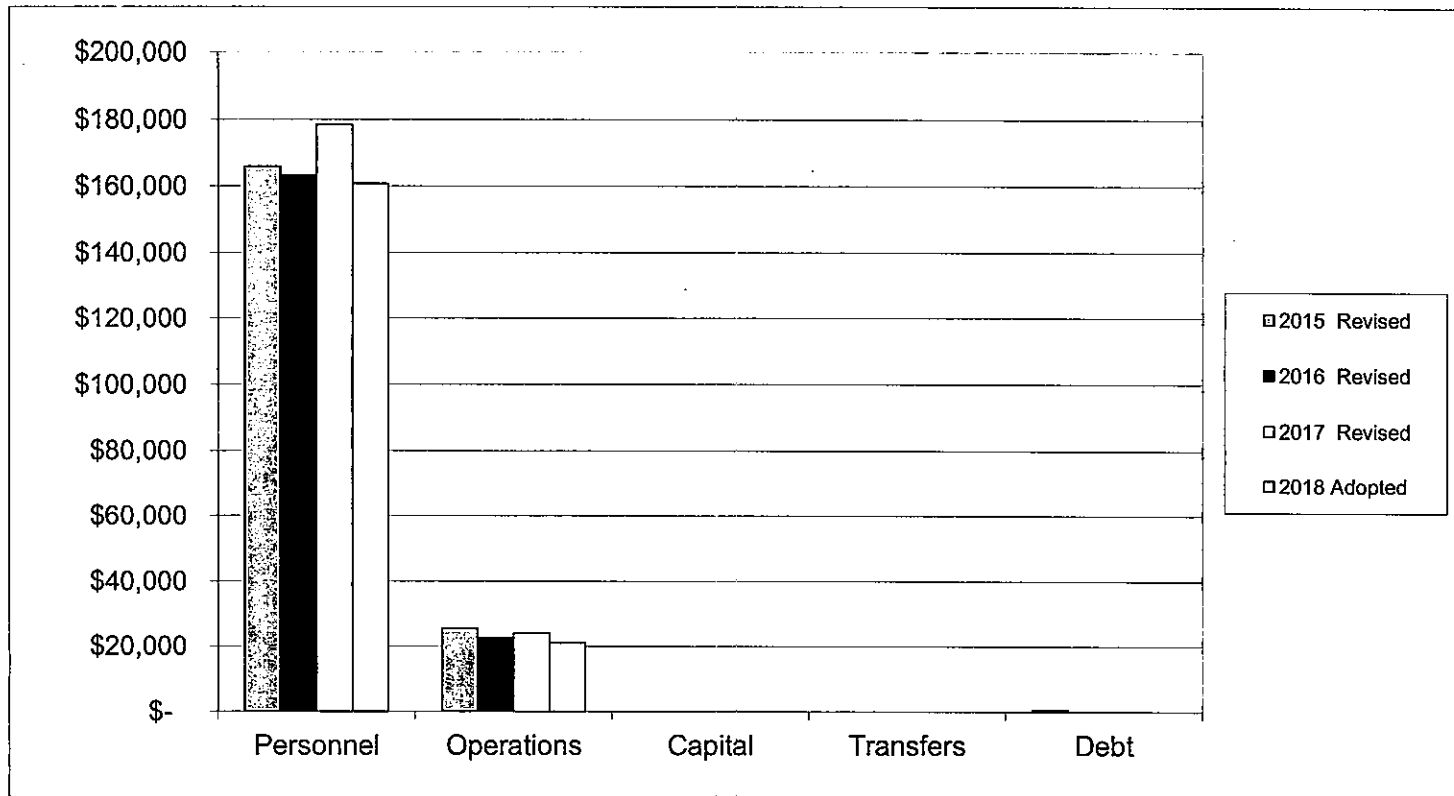


# **TOWN CLERK**

## **AND**

# **ELECTIONS**

**Town of Derry, NH**  
**Town Clerk and Elections Budget Comparison**  
**FY2015 - FY2018**



	2015 Revised	2016 Revised	2017 Revised	2018 Adopted	% Change FY17-FY18
Personnel	\$ 165,859	\$ 163,080	\$ 178,532	\$ 160,709	-10.0%
Operations	25,482	22,558	24,037	21,003	-14.4%
Capital	-	-	-	-	N/A
Transfers	-	-	-	-	N/A
Debt	683	-	-	-	N/A
Total	\$ 192,024	\$ 185,638	\$ 202,569	\$ 181,712	-10.3%

## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

Department: Town Clerk

#### Department Mission:

Continue to direct and assist visitors to Town Hall in a positive manner and maintain a level of quality customer service. Complete Citizen's and Departmental requests in a timely manner.

To comply with State Statutes, Rules and Regulations as an agent for the State Departments of: Vital Records, the Secretary of State, Attorney General's office and the Election Law Commission as regulated by NH Statutes. Continually support the rules of the Derry Town Charter as required. Assist the Town Council as their Clerk.

#### Department Objectives:

1. Increase the awareness of convenient options available to customers for Vital Records through our NHVRIN program. This has proven to be a viable option for the customers as requests are continuing to increase.
2. To remain diligent upon notification by veterinarians to inform dog owners to license their dogs via mail & email. Reminders for annual licensing notification via email or postcards, also printed on the Motor Vehicle renewals December – April are most cost effective. Online Dog licensing users are continuing to grow each year. With the support of the Animal Control Officer to enforce the law our dog owners are complying.
3. Continue to assist the Supervisor of the Checklist with the HAVA database (ElectionNet). To hold updates for Election training to maintain an efficient and compliant Election for both the State and Town.
4. To adhere to the requirements of the Town Clerk's office for the approved "Record Retention Policy" created by the Municipal Records Committee to provide proper retention and destruction of records. To avoid duplication and loss of space. To continue the preservation program, to store and preserve all necessary Town records in the Archives.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

50 Department: TOWN CLERK & ELECTION DEPT		Activity Center : TOWN CLERK						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	TC PERMANENT POSITIONS	24,337	24,833	28,288	30,451	2,163	30,451	30,451
120	TC TEMPORARY POSITIONS	13,086	3,904	15,925	16,562	637	16,562	16,562
130	TC ELECTED OFFICIALS	42,604	42,714	40,040	44,304	4,264	44,304	44,304
190	TC OTHER COMPENSATION	11,436	9,409	0	0	0	0	0
200	TC EMPLOYEE BENEFITS	33,653	33,932	42,172	43,089	917	43,089	43,089
291	TC TRAINING & CONFERENCES	775	652	775	775	0	775	775
	<b>TOTAL Personnel Services</b>	<b>125,891</b>	<b>115,444</b>	<b>127,200</b>	<b>135,181</b>	<b>7,981</b>	<b>135,181</b>	<b>135,181</b>
<b>Operations &amp; Maintenance</b>								
341	TC TELEPHONE	456	338	456	456	0	456	0
342	TC DATA PROCESSING	2,050	1,106	2,050	2,050	0	2,050	0
390	TC OTHER PROFESSIONAL SERVICES	175	1,540	775	775	0	775	775
430	TC REPAIRS & MAINTENANCE	50	0	50	4,050	4,000	50	50
440	TC RENTAL & LEASES	271	208	271	271	0	271	144
550	TC PRINTING	1,020	1,479	1,065	1,065	0	1,065	1,065
560	TC DUES & SUBSCRIPTIONS	65	0	65	65	0	65	65
610	TC GENERAL SUPPLIES	1,760	2,015	2,016	2,016	0	2,016	2,016
620	TC OFFICE SUPPLIES	2,087	1,831	2,087	2,087	0	1,587	1,587
625	TC POSTAGE	1,743	1,857	1,743	1,743	0	1,743	1,743
	<b>TOTAL Operations &amp; Maintenance</b>	<b>9,677</b>	<b>10,504</b>	<b>10,578</b>	<b>14,578</b>	<b>4,000</b>	<b>10,078</b>	<b>7,445</b>
<b>Capital Outlay</b>								
<b>Transfers</b>								
<b>Debt Service</b>								
980	TC DEBT SERVICE	0	0	0	0	0	0	0
	<b>TOTAL Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL TOWN CLERK</b>	<b>135,568</b>	<b>125,948</b>	<b>137,778</b>	<b>149,759</b>	<b>11,981</b>	<b>145,259</b>	<b>142,626</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
TOWN CLERK

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
15002000 032104 UCC FEES	4,005.00	4,400.00	4,400.00	4,400.00	4,400.00	4,400.00	
15002000 032901 DOG LICENSES	26,084.50	26,407.00	26,407.00	26,407.00	26,407.00	26,407.00	
15002000 032904 MARRIAGE LICENSE FEES	1,365.00	1,575.00	1,575.00	1,575.00	1,575.00	1,575.00	
15002000 032905 VITAL RECORD FEES	24,222.00	14,761.00	14,761.00	14,761.00	14,761.00	14,761.00	
15002000 032906 OTHER LICENCES, PERMITS & FEES	451.00	355.00	355.00	355.00	355.00	355.00	
15003000 033595 NH STATE REIMBURSEMENT	.00	.00	.00	.00	.00	.00	
15004000 034013 TC PHOTOCOPY SERVICE	20.50	13.00	13.00	13.00	13.00	13.00	
15005000 035043 TN CLERK MISC & BAD CHECK FEES	2,775.50	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	
15005000 035044 CIVIL FORFEITURE	12,742.50	10,625.00	10,625.00	15,000.00	15,000.00	15,000.00	
15005000 035063 REIMBURSEMENTS-NONGOVERNMENTAL	165.50	500.00	500.00	500.00	500.00	500.00	
15005000 035090 TC MISCELLANEOUS REVENUE	1.00	.00	.00	.00	.00	.00	
TOTAL GOV GENERAL FUND	71,832.50	62,636.00	62,636.00	67,011.00	67,011.00	67,011.00	
TOTAL TOWN CLERK	71,832.50	62,636.00	62,636.00	67,011.00	67,011.00	67,011.00	

## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

#### Department: Elections

##### Department Mission:

To keep a perpetual, accurate, and complete up to date database in accordance with the procedures of the HAVA statewide database and our associated paper files and correspondence.

##### Department Objectives:

1. Continue to pursue a more effective way to maintain an up to date voter registration.
2. Pursue ways to keep voter fraud at a minimum through the use of voter ID, proof of domicile, and proof of citizenship when registering new voters.
3. Continue our excellent joint working relationship with the Town Clerk for voters and Elections.
4. Maintain the continuity of operations with Town staff members to resolve issues quickly as they arise during the Election process.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

52 Department: TOWN CLERK & ELECTION DEPT		Activity Center : TOWN CLERK ELECTIONS						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
120	ELE TEMPORARY POSITIONS	10,590	12,551	20,480	3,300	(17,180)	3,300	3,300
130	ELE ELECTED OFFICIALS	18,463	18,405	18,463	18,463	0	18,463	18,463
140	ELE OVERTIME	4,485	4,770	6,984	1,500	(5,484)	1,500	1,500
200	ELE EMPLOYEE BENEFITS	3,576	3,066	5,090	2,190	(2,900)	2,190	2,190
291	ELE TRAINING & CONFERENCES	75	0	315	75	(240)	75	75
	<b>TOTAL Personnel Services</b>	<b>37,189</b>	<b>38,792</b>	<b>51,332</b>	<b>25,528</b>	<b>(25,804)</b>	<b>25,528</b>	<b>25,528</b>
<b>Operations &amp; Maintenance</b>								
341	ELE TELEPHONE	89	69	95	95	0	95	0
360	ELE CUSTODIAL SERVICES	600	600	0	0	0	0	0
390	ELE OTHER PROFESSIONAL SVS	3,298	2,455	3,981	2,000	(1,981)	2,000	2,000
430	ELE REPAIRS & MAINTENANCE	1,647	1,200	1,887	1,887	0	1,887	1,887
440	ELE RENTAL & LEASES	51	74	951	351	(600)	351	309
550	ELE PRINTING	3,390	4,104	3,490	3,550	60	3,550	3,550
610	ELE GENERAL SUPPLIES	375	663	375	1,392	1,017	1,392	1,392
620	ELE GENERAL SUPPLIES	500	1,202	500	1,000	500	1,000	1,000
625	ELE POSTAGE	916	608	1,780	232	(1,548)	232	232
690	ELE OTHER NON CAPITAL	2,015	0	400	3,188	2,788	3,188	3,188
	<b>TOTAL Operations &amp; Maintenance</b>	<b>12,881</b>	<b>10,974</b>	<b>13,459</b>	<b>13,695</b>	<b>236</b>	<b>13,695</b>	<b>13,558</b>
<b>Capital Outlay</b>								
<b>Transfers</b>								
	<b>TOTAL TOWN CLERK ELECTIONS</b>	<b>50,070</b>	<b>49,766</b>	<b>64,791</b>	<b>39,223</b>	<b>(25,568)</b>	<b>39,223</b>	<b>39,086</b>

# NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

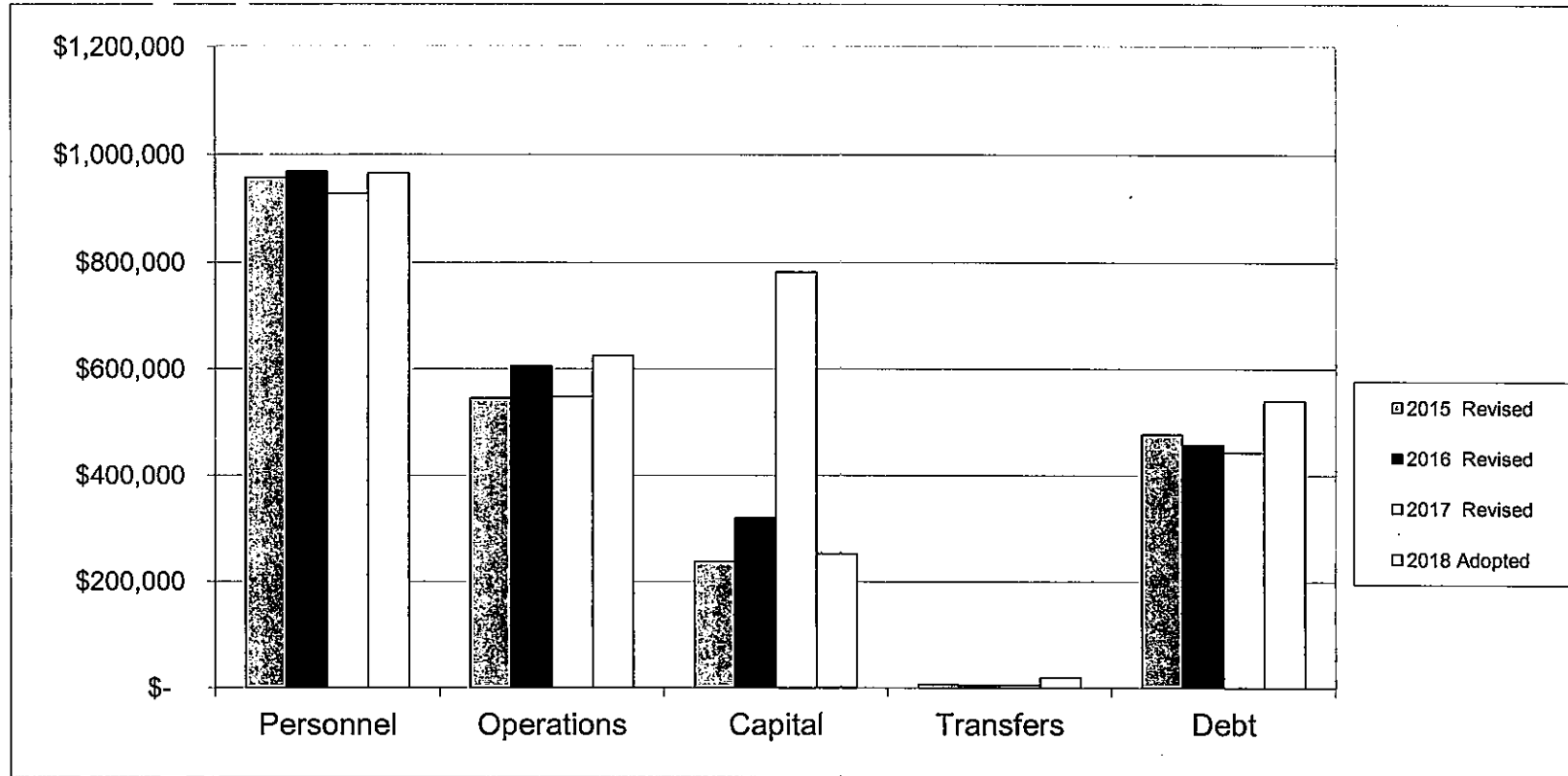
## ACCOUNTS FOR: TOWN CLERK ELECTIONS

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
15203000 033593 FEES FROM ST OF NH							
448.50		.00	.00	.00	.00	.00	
15204000 034010 ELE SALE OF CHECKLIST REVENUE							
346.52		125.00	125.00	125.00	125.00	125.00	
15205000 035090 TCE MISCELLANEOUS REVENUE							
10.00		.00	.00	.00	.00	.00	
TOTAL GOV GENERAL FUND	805.02	125.00	125.00	125.00	125.00	125.00	
TOTAL TOWN CLERK ELECTIONS	805.02	125.00	125.00	125.00	125.00	125.00	



# **W**ASTEWATER

**Town of Derry, NH  
Wastewater Budget Comparison  
FY2015 - FY2018**



	2015 Revised	2016 Revised	2017 Revised	2018 Adopted	% Change FY17-FY18
Personnel	\$ 957,119	\$ 969,035	\$ 928,044	\$ 965,709	4.1%
Operations	545,380	605,829	548,735	624,507	13.8%
Capital	237,500	320,000	782,000	252,000	-67.8%
Transfers	6,293	5,222	5,000	19,784	295.7%
Debt	478,345	457,780	443,784	540,500	21.8%
Total	\$ 2,224,637	\$ 2,357,866	\$ 2,707,563	\$ 2,402,500	-11.3%

## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

DEPARTMENT: PUBLIC WORKS

DIVISION: SEWER FUND

#### DEPARTMENT MISSION:

To provide adequate collection and treatment of domestic and industrial process wastewater and septage meeting EPA and NHDES regulations and environmental standards at affordable and sustainable rates and in a safe environment for our workers.

#### DEPARTMENT OBJECTIVES:

1. Continue infrastructure maintenance programs to include:
  - a. Sewer main root removal treatment: 24,000 ft every 3 yrs or +/-8,000 ft/yr
  - b. Main rehabilitation: 245,000 ft of mains: Clean every 3 yrs or +/-80,000 ft/yr, TV inspect 25,000 ft/yr, joint test/grout 2500 ft/yr or as needed, point repairs 3/yr or as needed.
  - c. Manhole rehabilitation: 1250 manholes: Inspect every 10 yrs or 125/yr, grout/seal 50/yr or as needed, replace frames/covers every 38 yrs or 33/yr or as needed.
  - d. Maintain 10 lift stations and Wastewater Treatment Facility
2. Implementation of Sewer Collection Operations and Maintenance Plan; comply with EPA National Pollutant Discharge Elimination System, Air Emissions, Dam, and Groundwater Release Detection permit requirements.
3. Conversion to Utility Billing Customer Information System (UBCIS)
4. Implement Asset Management work order and reporting system and complete integration with Town's GIS.
5. Fund capital improvements per CIP to include:
  - a. Replace/upgrade motor control systems at Sewer Lift Stations
  - b. Replace/upgrade WWTP Lagoon Pontoon Boat
  - c. Continue Vehicle Replacement Program-Replace Utility Crane truck 544A
  - d. Construct Garage Addition for Vehicle and Equipment Storage
  - e. Begin engineering of WWTP maintenance projects to include baffle replacement, sludge removal and disposal and replacement of the air diffuser system.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

92 Department: PUBLIC WORKS DEPT		Activity Center : WASTEWATER						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	WW PERMANENT POSITIONS	587,633	564,422	569,479	605,918	36,439	605,625	605,625
120	WW TEMPORARY POSITIONS	4,800	6,501	4,800	5,040	240	5,040	5,040
140	WW OVERTIME	52,440	50,749	52,440	53,374	934	53,374	53,374
190	WW OTHER COMPENSATION	34,595	33,880	31,504	33,490	1,986	33,509	33,509
200	WW EMPLOYEE BENEFITS	276,666	241,423	259,920	259,071	(849)	258,273	258,273
291	WW TRAINING & CONFERENCES	13,836	8,083	6,500	6,500	0	6,500	6,500
292	WW UNIFORMS	3,401	2,977	3,401	3,388	(13)	3,388	3,388
	<b>TOTAL Personnel Services</b>	<b>973,371</b>	<b>908,036</b>	<b>928,044</b>	<b>966,781</b>	<b>38,737</b>	<b>965,709</b>	<b>965,709</b>
<b>Operations &amp; Maintenance</b>								
310	WW ARCHITECT/ENGINEERING	1,000	0	11,000	11,000	0	11,000	11,000
320	WW LEGAL	1,000	0	1,000	1,000	0	1,000	1,000
340	WWCR CAPRES BANK FEE	2,610	2,220	2,065	2,075	10	2,075	2,075
341	WW TELEPHONE	3,032	3,213	3,034	3,430	396	3,430	3,430
342	WW DATA PROCESSING	23,331	15,982	19,832	9,855	(9,977)	9,855	9,855
390	WW OTHER PROFESSIONAL SVS	33,748	34,085	23,800	23,800	0	23,800	23,800
410	WW ELECTRICITY	234,287	235,939	256,790	254,730	(2,060)	254,730	254,730
411	WW HVAC	12,433	8,336	12,117	8,400	(3,717)	8,400	8,400
430	WW REPAIRS & MAINTENANCE	64,650	51,404	55,400	80,400	25,000	80,400	80,400
440	WW RENTAL & LEASES	7,439	2,757	5,439	5,979	540	5,979	5,979
480	WW PROPERTY INSURANCE	32,962	36,734	38,073	38,073	0	38,073	38,073
550	WW PRINTING	2,740	2,684	2,250	2,250	0	2,250	2,250
560	WW DUES & SUBSCRIPTIONS	2,583	1,595	2,280	2,280	0	2,280	2,280
610	WW GENERAL SUPPLIES	24,500	22,031	24,500	24,500	0	24,500	24,500
620	WW OFFICE SUPPLIES	1,500	2,019	1,500	1,500	0	1,500	1,500
625	WW POSTAGE	6,435	4,398	6,435	6,435	0	6,435	6,435
630	WW MAINT & REPAIR SUPPLIES	52,250	92,250	91,300	84,000	(7,300)	84,000	84,000
635	WW GASOLINE	3,635	5,205	3,460	4,825	1,365	4,825	4,825
636	WW DIESEL FUEL	4,690	2,941	6,160	3,375	(2,785)	3,375	3,375
640	WW CUSTODIAL & HOUSEKEEPING	3,000	2,250	2,500	2,500	0	2,500	2,500

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

92 Department: PUBLIC WORKS DEPT		Activity Center : WASTEWATER						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
650	WW GROUNDSKEEPING SUPPLIES	5,000	6,952	4,400	34,700	30,300	34,700	34,700
660	WW VEHICLE REPAIRS	72,500	100,446	10,150	11,650	1,500	11,650	11,650
670	WW BOOKS & PERIODICALS	250	123	250	250	0	250	250
690	WW OTHER NON CAPITAL	20,000	18,578	5,000	7,500	2,500	7,500	7,500
	<b>TOTAL Operations &amp; Maintenance</b>	<b>615,575</b>	<b>652,148</b>	<b>588,735</b>	<b>624,507</b>	<b>35,772</b>	<b>624,507</b>	<b>624,507</b>
	<b>Capital Outlay</b>							
710	WW LAND & IMPROVEMENTS	125,000	0	0	0	0	0	0
720	WW BUILDINGS	0	0	0	100,000	100,000	100,000	100,000
730	WW OTHER IMPROVEMENTS	268,963	139,369	762,000	0	(762,000)	0	0
740	WW MACHINERY & EQUIPMENT	138,150	20,757	20,000	25,000	5,000	25,000	25,000
760	WW VEHICLES	0	0	0	127,000	127,000	127,000	127,000
780	WW INTANGIBLE ASSETS	18,900	19,353	0	0	0	0	0
	<b>TOTAL Capital Outlay</b>	<b>551,013</b>	<b>679,479</b>	<b>782,000</b>	<b>252,000</b>	<b>(530,000)</b>	<b>252,000</b>	<b>252,000</b>
	<b>Transfers</b>							
910	WW TFR TO SPECIAL REVENUE	0	0	0	14,511	14,511	14,784	14,784
940	WW TFR TO OTHER GOVERNMENTS	2,722	0	0	0	0	0	0
960	WW TFR TO TRUST/AGENCY FUND	2,500	2,500	5,000	5,000	0	5,000	5,000
	<b>TOTAL Transfers</b>	<b>5,222</b>	<b>18,940</b>	<b>5,000</b>	<b>19,511</b>	<b>14,511</b>	<b>19,784</b>	<b>19,784</b>
	<b>Debt Service</b>							
980	WW DEBT SERVICE	457,780	468,363	443,784	540,500	96,716	540,500	540,500
	<b>TOTAL Debt Service</b>	<b>457,780</b>	<b>466,754</b>	<b>443,784</b>	<b>540,500</b>	<b>96,716</b>	<b>540,500</b>	<b>540,500</b>
	<b>TOTAL WASTEWATER</b>	<b>2,602,962</b>	<b>2,725,358</b>	<b>2,747,563</b>	<b>2,403,299</b>	<b>(344,264)</b>	<b>2,402,500</b>	<b>2,402,500</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
WASTEWATER

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
9200 ENT WASTEWATER							
99203000 033199 FEDERAL \$ PASS THRU STATE							
	7,500.00		.00	.00	.00	.00	
99203000 033199 WWEFM FEDERAL \$ PASS THRU NH WEFM							
	3,042.53	.00	.00	.00	.00	.00	
99203000 033540 WW NH WATER POLLUTION GRANTS							
	62,914.50	61,250.00	61,250.00	62,046.00	62,046.00	62,046.00	
99204000 034013 WW COPY CHARGES							
	.00	10.00	10.00	10.00	10.00	10.00	
99204000 034021 WW FINAL BILL FEE							
	.00	300.00	300.00	300.00	300.00	300.00	
99204000 034030 WW SEWER USER CHARGES							
	1,151,151.99	1,146,633.00	1,146,633.00	1,273,649.00	1,272,577.00	1,272,577.00	
99204000 034031 WW SEPTIC DUMPING FEE							
	4,908.25	5,431.00	5,431.00	5,431.00	5,431.00	5,431.00	
99204000 034032 WW INSPECTION SERVICES							
	900.00	600.00	600.00	1,000.00	1,000.00	1,000.00	
99204000 034033 WW SEPTIC DUMPING LICENCE							
	100.00	150.00	150.00	75.00	75.00	75.00	
99204000 034034 WW INTEREST/PENALTY CHARGES							
	10,492.20	10,500.00	10,500.00	10,500.00	10,500.00	10,500.00	
99204000 034036 WW BASE CHARGE							
	894,719.93	907,369.00	907,369.00	915,642.00	915,642.00	915,642.00	
99204000 034037 WW SWR SERVICE-REPAIR/CLEANING							
	4,500.00	250.00	250.00	250.00	250.00	250.00	
99205000 035001 WW SPECIAL ASSESSMNT-CAPIMPROV							
	2,100.00	5,000.00	5,000.00	12,120.00	12,120.00	12,120.00	
99205000 035003 WW SPECIAL ASSESSMENT-INTEREST							
	465.75	500.00	500.00	500.00	500.00	500.00	
99205000 035011 WW SALE OF TOWN PROPERTY							
	.00	.00	.00	.00	.00	.00	
99205000 035020 WW INTEREST EARNED ON INVESTME							
	10,053.19	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00	
99205000 035020 WWCW WW CAP RESERVE INTEREST							
	1,315.68	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
99205000 035022 GAIN ON FAIR MKT VALUE-INVESTM							
	149.13	.00	.00	.00	.00	.00	
99205000 035022 WWCW GAIN ON FAIR MKT VALUE-INVESTM							
	2,338.55	.00	.00	.00	.00	.00	
99205000 035061 WW W/COMP & DISABILITY REIMB							
	17,787.92	.00	.00	5,000.00	5,000.00	5,000.00	

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

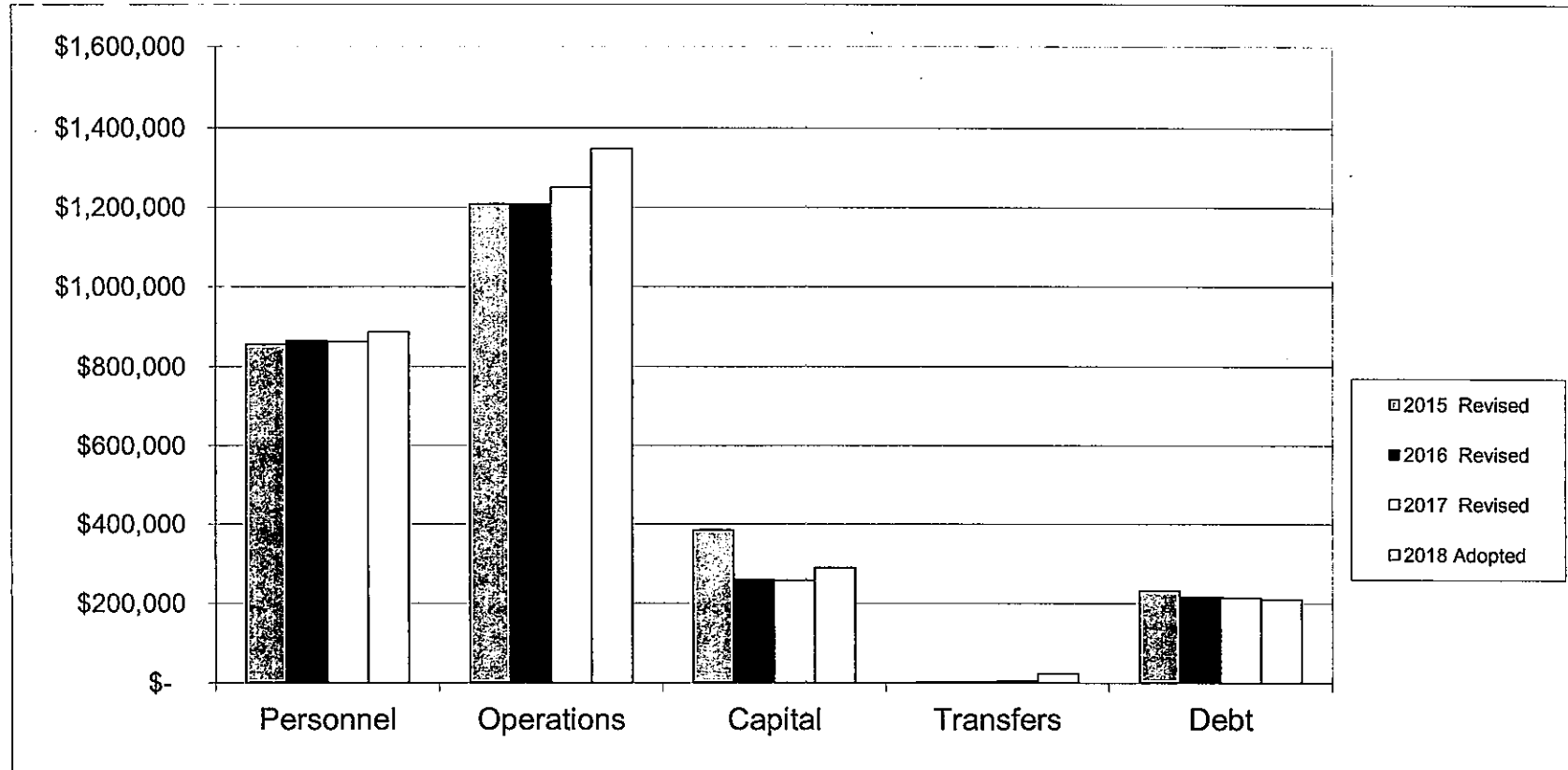
FOR PERIOD 99

ACCOUNTS FOR: WASTEWATER		2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
99205000	035090	WW MISCELLANEOUS REVENUE						
		.00	.00	.00	.00	.00	.00	
99206000	039110	INTERFUND TFR FROM G/F						
		.00	.00	.00	20,000.00	20,000.00	20,000.00	
99206000	039140	WWAF TFR FROM WWAF FUNDS						
		26,267.50	.00	.00	31,180.00	31,180.00	31,180.00	
99206000	039140	WWCA TFR FROM WASTEWATER						
		2,500.00	.00	.00	.00	.00	.00	
99206000	039150	WWCR WW TFR FROM CAPITAL RESERVE						
		16,440.00	19,842.00	19,842.00	.00	.00	.00	
99207000	039350	REFUNDING BOND PROCEEDS						
		525,000.00	.00	.00	.00	.00	.00	
99209000	039399	WW BUDGETARY USE OF FUND BAL						
		.00	57,228.00	97,228.00	60,096.00	60,369.00	60,369.00	
99211000	999063	WW BOND REFUNDING DEFER INFLOW						
		2,209.98	.00	.00	.00	.00	.00	
TOTAL ENT WASTEWATER		2,746,857.10	2,220,563.00	2,260,563.00	2,403,299.00	2,402,500.00	2,402,500.00	
TOTAL WASTEWATER		2,746,857.10	2,220,563.00	2,260,563.00	2,403,299.00	2,402,500.00	2,402,500.00	

# **WATER**



**Town of Derry, NH  
Water Budget Comparison  
FY2015 - FY2018**



	2015 Revised	2016 Revised	2017 Revised	2018 Adopted	% Change FY17-FY18
Personnel	\$ 855,592	\$ 864,719	\$ 862,401	\$ 887,077	2.9%
Operations	1,208,710	1,207,734	1,251,252	1,348,637	7.8%
Capital	384,500	260,000	258,001	290,000	12.4%
Transfers	2,660	2,500	5,160	22,702	340.0%
Debt	231,779	216,658	214,858	210,510	-2.0%
<b>Total</b>	<b>\$ 2,683,241</b>	<b>\$ 2,551,611</b>	<b>\$ 2,591,672</b>	<b>\$ 2,758,926</b>	<b>6.5%</b>

## Town of Derry, NH

### Department Mission and Objectives Fiscal Year 2018

DEPARTMENT: PUBLIC WORKS

DIVISION: WATER FUND

#### DEPARTMENT MISSION:

To provide safe, reliable, potable water to 17,000 residents, institutions and businesses in Derry complying with Federal and State Regulations and to ensure the availability of adequate water supply and pressure for Fire Protection at affordable and sustainable rates and in a safe environment for our workers.

#### DEPARTMENT OBJECTIVES:

1. Publish Annual Water Quality Reports for all customers.
2. Continue Infrastructure Maintenance Program to include:
  - a. Water service shutoff valve/box replacement: 4035 valves every +/-15 yrs
  - b. Meter Inspection Program:
    - 3/4 IN EVERY 12 YRS: 3,762/10= +/- 315/YR (REPLACE)
    - 1 INCH EVERY 4 YRS: 165/4= +/- 42/YR (REPLACE)
    - 1 1/2, 2 INCH EVERY 4 YRS: 256/4= +/- 64/YR (TEST)
    - 3 INCH EVERY 2 YRS: 14/2= +/- 7/YR (TEST)
    - 4, 6 INCH EVERY 1 YR: 8/YR (TEST)
  - c. Cross-Connection Control Program: Town inspects/tests high hazard backflow prevention devices twice/yr & low hazard devices once/yr.
  - d. Hydrant replacement program: 605 hydrants every +/-50 yrs or 12 hydrants/yr.
  - e. Water Main Replacement: 370,000 ft of mains every 125 yrs or +/-3000/ft/yr
  - f. Maintain 6 booster stations, 2 control valve vaults, Municipal Water Storage tank and 4 community water systems.
  - g. Conduct incremental leak detection surveys.
3. Meet NHDES & EPA water quality testing requirements.
4. Conversion to MUNIS Utility Billing Customer Information System (UBCIS)
5. Implement Asset Management work order and reporting system and complete integration with Town's GIS.
6. Fund capital improvements per CIP to include:
  - a. Contractual Improvements to MWW Pumping and Storage Facilities which provide water service to Derry
  - b. Upgrade Rand CWS; Install new iron and manganese treatment system (from Woodlands CWS) and deepen/hydro fracture well 2.

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

90 Department: PUBLIC WORKS DEPT		Activity Center : WATER						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Personnel Services</b>								
110	WTR PERMANENT POSITIONS	515,869	514,113	515,045	542,863	27,818	542,570	542,570
120	WTR TEMPORARY POSITIONS	4,800	6,501	4,800	5,040	240	5,040	5,040
140	WTR OVERTIME	55,218	45,306	55,218	56,529	1,311	56,529	56,529
190	WTR OTHER COMPENSATION	41,548	43,355	42,279	40,502	(1,777)	40,521	40,521
200	WTR EMPLOYEE BENEFITS	234,583	218,840	235,358	233,514	(1,844)	232,716	232,716
291	WTR TRAINING & CONFERENCES	13,836	8,162	6,500	6,500	0	6,500	6,500
292	WTR UNIFORMS	3,201	2,841	3,201	3,201	0	3,201	3,201
	<b>TOTAL Personnel Services</b>	<b>869,055</b>	<b>839,119</b>	<b>862,401</b>	<b>888,149</b>	<b>25,748</b>	<b>887,077</b>	<b>887,077</b>
<b>Operations &amp; Maintenance</b>								
310	WTR ARCHITECT/ENGINEERING	1,000	0	1,000	1,000	0	1,000	1,000
320	WTR LEGAL	2,000	0	1,000	1,000	0	1,000	1,000
340	WCA CAPRES BANK FEE	2,362	1,988	1,900	1,900	0	1,900	1,900
341	WTR TELEPHONE	5,170	5,919	6,310	5,050	(1,260)	5,050	5,050
342	WTR DATA PROCESSING	28,863	17,723	24,167	11,243	(12,924)	11,243	11,243
390	WTR OTHER PROFESSIONAL SVS	26,168	29,518	20,550	13,450	(7,100)	13,450	13,450
410	WTR ELECTRICITY	42,803	45,026	42,800	52,145	9,345	52,145	52,145
411	WTR HVAC	9,690	4,802	8,550	7,960	(590)	7,960	7,960
412	WTR WATER	715,119	804,637	771,682	826,641	54,959	826,641	826,641
430	WTR REPAIRS & MAINTENANCE	42,500	29,858	49,500	93,700	44,200	93,700	93,700
440	WTR RENTAL & LEASES	40,793	39,732	40,793	38,922	(1,871)	38,922	38,922
480	WTR PROPERTY INSURANCE	26,381	29,451	30,734	30,734	0	30,734	30,734
490	WTR OTHER PROPERTY RELATED SVS	15,000	0	15,000	15,000	0	15,000	15,000
550	WTR PRINTING	3,150	2,205	3,150	3,150	0	3,150	3,150
560	WTR DUES & SUBSCRIPTIONS	2,505	3,025	2,505	3,005	500	3,005	3,005
610	WTR GENERAL SUPPLIES	13,990	12,901	13,990	13,990	0	13,990	13,990
620	WTR OFFICE SUPPLIES	1,500	2,200	1,500	2,000	500	2,000	2,000
625	WTR POSTAGE	5,936	5,117	5,936	5,936	0	5,936	5,936
630	WTR MAINT & REPAIR SUPPLIES	168,540	97,185	157,440	168,411	10,971	168,411	168,411
635	WTR GASOLINE	5,975	10,501	6,800	9,750	2,950	9,750	9,750

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

90 Department: PUBLIC WORKS DEPT		Activity Center : WATER						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
636	WTR DIESEL FUEL	21,105	15,707	10,395	12,600	2,205	12,600	12,600
640	WTR CUSTODIAL & HOUSEKEEPING	1,500	100	1,500	1,500	0	1,500	1,500
650	WTR GROUNDSKEEPING SUPPLIES	1,000	275	1,000	1,000	0	1,000	1,000
660	WTR VEHICLE REPAIRS	12,922	18,602	12,950	14,950	2,000	14,950	14,950
670	WTR BOOKS & PERIODICALS	100	0	100	100	0	100	100
690	WTR OTHER NON CAPITAL	25,500	23,177	20,000	13,500	(6,500)	13,500	13,500
	<b>TOTAL Operations &amp; Maintenance</b>	<b>1,221,572</b>	<b>1,199,648</b>	<b>1,251,252</b>	<b>1,348,637</b>	<b>97,385</b>	<b>1,348,637</b>	<b>1,348,637</b>
	<b>Capital Outlay</b>							
720	WTR BUILDINGS	0	0	0	0	0	0	0
730	WTR OTHER IMPROVEMENTS	1,045,334	376,312	224,235	290,000	65,765	290,000	290,000
740	WTR MACHINERY & EQUIPMENT	0	3,452	0	0	0	0	0
760	WTR VEHICLES	40,000	38,847	38,000	0	(38,000)	0	0
780	WTR INTANGIBLE ASSETS	18,900	20,353	0	0	0	0	0
	<b>TOTAL Capital Outlay</b>	<b>1,104,234</b>	<b>438,964</b>	<b>262,235</b>	<b>290,000</b>	<b>27,765</b>	<b>290,000</b>	<b>290,000</b>
	<b>Transfers</b>							
901	WTR TFR TO GENERAL FUND	0	0	0	17,269	17,269	17,542	17,542
940	WTR TFR TO OTHER GOVERNMENTS	0	0	160	160	0	160	160
960	WTR TFR TO TRUST/AGENCY FUND	2,500	2,500	5,000	5,000	0	5,000	5,000
	<b>TOTAL Transfers</b>	<b>2,500</b>	<b>2,500</b>	<b>5,160</b>	<b>22,429</b>	<b>17,269</b>	<b>22,702</b>	<b>22,702</b>
	<b>Debt Service</b>							
980	WTR DEBT SERVICE	216,658	215,300	214,858	210,510	(4,348)	210,510	210,510
	<b>TOTAL Debt Service</b>	<b>216,658</b>	<b>188,216</b>	<b>214,858</b>	<b>210,510</b>	<b>(4,348)</b>	<b>210,510</b>	<b>210,510</b>
	<b>TOTAL WATER</b>	<b>3,414,020</b>	<b>2,668,448</b>	<b>2,595,906</b>	<b>2,759,725</b>	<b>163,819</b>	<b>2,758,926</b>	<b>2,758,926</b>

# NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

## ACCOUNTS FOR: WATER

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
9000 ENT WATER							
99003000 033199 FEDERAL \$ PASS THRU STATE							
	7,500.00	.00	.00	.00	.00	.00	
99003000 033540 MTBE NH WATER POLLUTION GRANTS							
	.00	.00	.00	.00	.00	.00	
99003000 033793 INTERGOV REIMBURSEMENTS							
	19,111.85	19,112.00	19,112.00	19,112.00	19,112.00	19,112.00	
99004000 034013 WTR COPY CHARGES							
	954.00	875.00	875.00	850.00	850.00	850.00	
99004000 034020 WTR BILLED WATER USAGE							
	1,255,441.72	1,224,025.00	1,224,025.00	1,302,591.00	1,300,859.00	1,300,859.00	
99004000 034021 WTR FINAL BILL FEE							
	2,685.00	2,100.00	2,100.00	2,700.00	2,700.00	2,700.00	
99004000 034022 WTR SERVICE CHARGES-JOB WORKS							
	28,972.53	34,255.00	34,255.00	31,188.00	31,188.00	31,188.00	
99004000 034022 BULK WTR BULK WATER SALES							
	27,004.00	20,000.00	20,000.00	22,000.00	22,000.00	22,000.00	
99004000 034022 HOOK WTR HOOKUP FEE							
	17,544.00	11,704.00	11,704.00	24,167.00	24,167.00	24,167.00	
99004000 034022 INST'L WTR INSTALL METER & READER							
	9,550.98	4,517.00	4,517.00	9,863.00	9,863.00	9,863.00	
99004000 034022 MSDC W MERRIMACK RIVER SOURCE DEVEL							
	26,648.00	18,877.00	18,877.00	37,848.00	37,848.00	37,848.00	
99004000 034023 WTR PERMIT & INSPECTION FEES							
	1,550.00	600.00	600.00	1,350.00	1,350.00	1,350.00	
99004000 034024 WTR INTEREST/PENALTY-DEL ACCTS							
	16,342.64	15,500.00	15,500.00	16,000.00	16,000.00	16,000.00	
99004000 034026 WTR BASE CHARGES							
	772,825.34	782,744.00	782,744.00	843,456.00	843,456.00	843,456.00	
99005000 035001 WTR BETTERMENT-CAPITAL ASSESS							
	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	
99005000 035003 WTR BETTERMENT-INTEREST ASSESS							
	8,835.10	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	
99005000 035011 WTR SALE OF TOWN PROPERTY							
	11,600.00	10,000.00	10,000.00	.00	.00	.00	
99005000 035020 WTR INTEREST EARNED ON WTRFUND							
	21,189.91	17,600.00	17,600.00	20,000.00	20,000.00	20,000.00	
99005000 035022 GAIN ON FAIR MKT VALUE-INVESTM							
	149.13	.00	.00	.00	.00	.00	
99005000 035032 HYDRA WTR HYDRANT RENTAL BY FIRE							
	414,012.00	414,013.00	414,013.00	414,013.00	414,013.00	414,013.00	

# NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

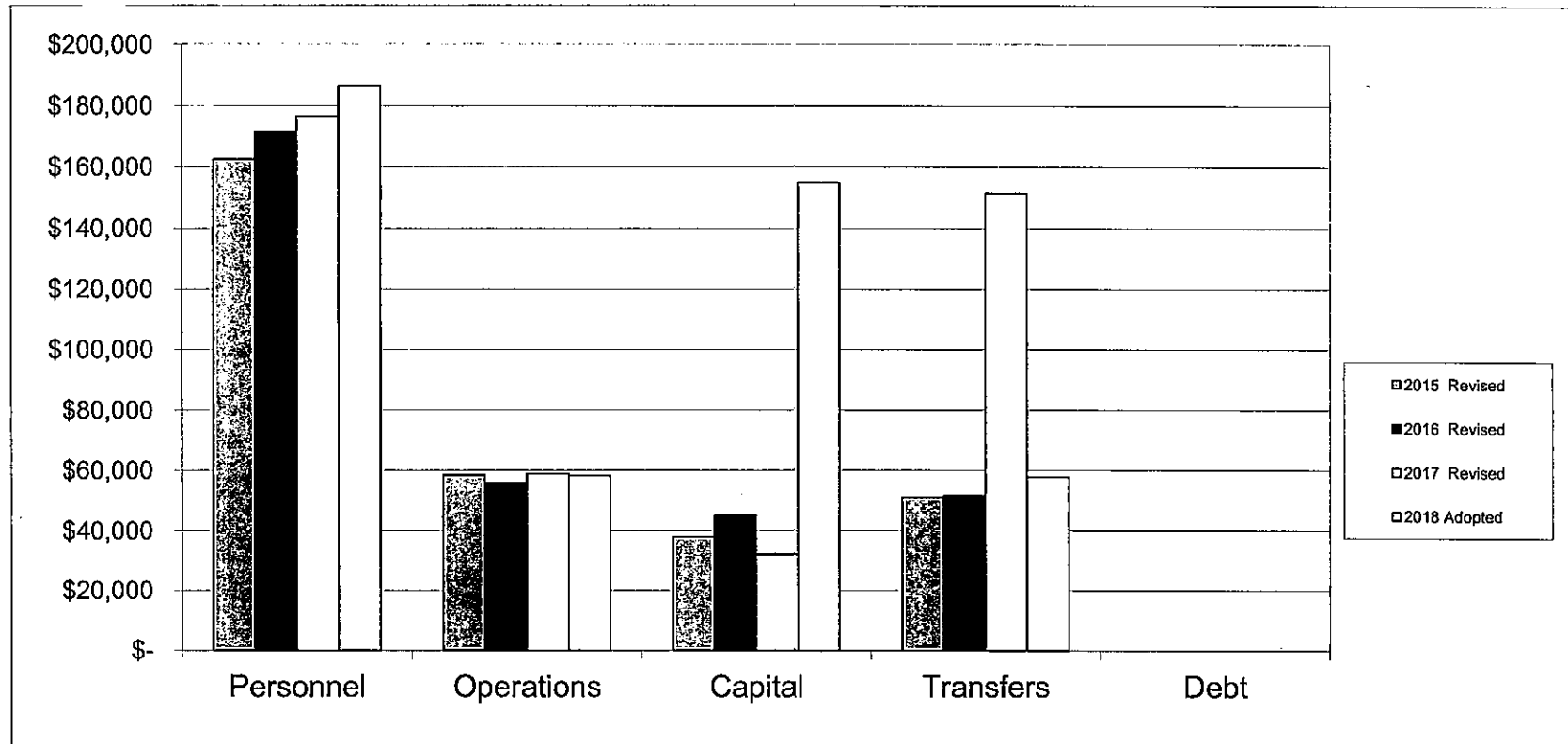
FOR PERIOD 99

ACCOUNTS FOR:  
WATER

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
99005000 035061	WTR W/COMP & DISABILITY REIMB 1,194.36	1,000.00	1,000.00	100.00	100.00	100.00	_____
99005000 035063	WTR REIMBURSEMENT-NONGOVERNMEN 1,485.78	.00	.00	.00	.00	.00	_____
99005000 035066	WTR INSURANCE CLAIM REIMB .00	.00	.00	.00	.00	.00	_____
99005000 035090	WTR MISCELLANEOUS REVENUE .00	500.00	500.00	250.00	250.00	250.00	_____
99006000 039110 MTBE	INTERFUND TFR FROM G/F MTBE 2,509,000.00	.00	.00	.00	.00	.00	_____
99006000 039141 WCA	TFR FROM WATER 2,500.00	.00	.00	.00	.00	.00	_____
99009000 039399	WTR BUDGETARY USE OF FUND BAL .00	250.00	250.00	237.00	1,170.00	1,170.00	_____
99011000 999063	W BOND REFUNDING DEFER INFLOW 3,734.84	.00	.00	.00	.00	.00	_____
TOTAL ENT WATER	5,164,831.18	2,591,672.00	2,591,672.00	2,759,725.00	2,758,926.00	2,758,926.00	_____
TOTAL WATER	5,164,831.18	2,591,672.00	2,591,672.00	2,759,725.00	2,758,926.00	2,758,926.00	_____

# CABLE TV

**Town of Derry, NH  
Cable Budget Comparison  
FY2015 - FY2018**



	2015 Revised	2016 Revised	2017 Revised	2018 Adopted	% Change FY17-FY18
Personnel	\$ 162,519	\$ 171,639	\$ 176,605	\$ 186,544	5.3%
Operations	58,493	55,792	58,892	58,273	-1.1%
Capital	38,000	45,000	32,000	155,000	79.4%
Transfers	51,076	51,646	151,646	57,800	-162.4%
Debt	-	-	-	-	N/A
Total	\$ 310,088	\$ 324,077	\$ 419,143	\$ 457,617	9.2%



**Town of Derry, NH**  
**Department Mission and Objectives**  
**Fiscal Year 2018**

DEPARTMENT: EXECUTIVE

ACTIVITY CENTER: CABLE

**Department Mission:**

Derry Community Television operates the government access channel (C17) and the public access channel (D23) for the Town of Derry, NH. We strive to fulfill the needs and requests of our community while providing information and entertainment to our community.

Channel 17 broadcasts Town meetings and local programs relating to government affairs in Derry. Channel 23's program guide is filled with high-quality programs produced on the local, state and federal level. Public access television exists to give community members a chance to voice their opinions, share their interests, and learn about events affecting their community.

**Department Objectives:**

**Channel 17**

- Broadcast Town government meetings live so taxpayers can see their local government at work. Meetings are replayed until that body meets again.
- Provide professional coverage for major Town events and elections so residents can get information about what is going on in their community as it happens.
- Partner with Town departments and community leaders to create shows that allow taxpayers to see what services are available to them as members of our community.
- Utilize the message board to create public service announcements and slides.
- Support emergency management efforts by providing clear and concise information to the public in a timely manner during emergencies.

**Channel 23**

- Promote free speech and education through community participation in public media programming. We do this by maintaining a stable, user-friendly community access station that is open to all regardless of religion, gender, race or political affiliation.
- Recruit and train volunteers who can create their own programs and series.
- Train volunteers to help cover live productions and local events.
- Produce high-quality programs highlighting community events.
- Air informative slides for viewers about upcoming events and opportunities
- Continue community outreach and education efforts.

**Objectives regarding our technology**

- We have been working the last few years to upgrade all of our equipment to support HD. As we move forward with this upgrade we will have some large CIP projects to complete over the next few years.
- In FY 2018 we will have to replace the studio cameras and upgrade the link to the Comcast head end with fiber optic cable.
- In FY 2019 we will have to replace the Broadcast Automation Servers, The Studio Lighting to LED, as well as a major upgrade to the Meeting Room to support HD.
- In FY 2020 we will have to replace the Video Servers to support the larger file size of HD Shows. Replace the studio Tri-Caster and the Remote Production Trailer Tri-Caster
- In FY 2021 Replacement of Truck Cameras, Comrex Wireless Link.

## Town of Derry, NH

### Activity Center Narrative, Programs and Activities Fiscal Year 2017

DEPARTMENT: EXECUTIVE

ACTIVITY CENTER: CABLE

#### NARRATIVE

In 2017 Derry Community Television's two channels, C17 and D23, will continue to grow as an important resource for the residents of Derry.

C17 provides live coverage of government meetings. We also stream the meetings on Livestream. We rebroadcast these meetings daily so viewers have a number of opportunities to see their Town Council, Planning Board, Zoning Board and Conservation Commission in action. Meetings can be watched online by going to the Town's Web-Site and selecting VOD Meetings. Government related events and elections are also broadcast on C17.

D23 works to increase community awareness and encourage community pride. Daily programs produced by local residents provide an entertaining local viewpoint on what is happening in our community. *The Veteran's Forum*, *The Hot Seat*, *Empower Style*, and *Bettering Our Community* are proudly produced at our station along with coverage of local athletics and town sponsored events.

Our Community Bulletin Board is used to publicize community events and emergency messages throughout the community on both channels. Slides run between programs and meetings in place of commercials. During programs and meetings, we can place an instant message at the bottom of the screen for emergency announcements and cancellations.

#### ACTIVITIES OUTSIDE MEETING COVERAGE AND ROUTINE SHOW PRODUCTION

**Off-site Coverage of Events:** The Holiday Parade, Frost Festival, Miss Greater Derry Pageant, Memorial Day Parade and Derryfest are covered live using our remote truck.

**Community Access Training:** We provide community members with training, equipment, facilities, and broadcast time - all free of charge. Open houses give our community an opportunity to learn about D-TV and all we have to offer. Volunteers are trained and asked to become involved with all aspects of production from shooting to editing.

**Community Outreach:** We are available to speak to Rotary groups, Chambers of Commerce, religious groups, schools and any other group interested in learning more about the services we provide to our community.

**Non-Profit Night:** We offer not-for-profit organizations serving Derry an opportunity to come to the station to record a public service announcement showcasing their efforts and raising awareness for their cause.

**Regional and State Outreach:** We have the ability to share and receive programming through affiliations with the N.H. Coalition for Community Media (NHCCM) and the Northeast Region of the Alliance for Community Media (NEACM). Producers are encouraged to share their programs with PEG Media, an online service (pegmedia.org). We use programs from these organizations to round out our D23 schedule.

## Town of Derry

### Department Mission and Objectives Fiscal Year 2018

#### Department:

#### Department Mission:

Derry Educational Access Television is committed to providing the Derry, NH Comcast subscribers with informational and educational programming and to promote various activities happening in the Derry Cooperative School District.

#### Department Objectives:

1. To provide current information to the public by displaying messages on the DCSD Television message board system.
2. Broadcast all Derry Cooperative School Board meetings and the School District Deliberative Session meetings "LIVE" from West Running Brook Middle School.
3. Continue to perform upgrades to equipment to enhance quality of broadcasts.
4. Broadcast school related events such as assemblies, concerts, sports, graduations, classroom guest speakers and other classroom activities.
5. To utilize the Derry Educational Access Television message board system to provide important information such as school closings, delayed openings or other emergency situations that may affect the Derry community.
6. Offer middle school students the opportunity to learn how to use professional video equipment and assist with recording various activities throughout the school year.
7. To work with school officials to provide additional informational programming via talk shows or in-classroom educational activities.
8. Continue to work with Pinkerton Academy to provide more programming and messages pertaining to Derry high school students attending Pinkerton Academy.

**Town of Derry**  
**Activity Center Narrative, Programs and Activities**  
**FY 2018**

DEPARTMENT: Derry Educational      ACTIVITY CENTER:  
Access Television

**NARRATIVE**

At Derry Educational Access Television we record various concerts, assemblies and other activities throughout the year for playback to the Derry community.

Twice monthly School Board meetings are covered "LIVE" and played back several times during the week for viewers. School Board Meetings are also Livestreamed and archived at [livestream.com/dcsdmedia](http://livestream.com/dcsdmedia)

Other School Board events are covered "LIVE", for example: Budget Hearing, Deliberative Session and other special meetings as needed.

Other activities recorded for playback include Cyber Safety Night presentations, NH State PTA Reflections Awards Night, West Running Brook and Gilbert H. Hood Middle school athletic events.

Pinkerton Academy and Adult Learning center messages are run on DCSD-TV.

Both middle schools have access to an internal TV channel for broadcasting messages and programs throughout the school. At Gilbert H. Hood Middle School, student crews have the opportunity to participate in recording events for the school and participate in weekly "LIVE" broadcasts.

Students and staff are welcome to learn how to use the equipment for special projects and classroom activities.

The GHHMS TV Studio is used regularly by students and teachers for various class activities.

**PROGRAMS AND ACTIVITIES**

School Board Meetings and other board meetings as requested

School Concerts and events

Guest speakers and author visits

Art Showcases

A/V Club at Gilbert H. Hood Middle School

Special assemblies and programs at schools

Middle school athletic events

Studio use for class projects

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

34 Department: EXECUTIVE DEPT		Activity Center : CABLE TV						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
Personnel Services								
110	CAB PERMANENT POSITIONS	90,957	89,628	92,812	96,466	3,654	96,466	96,466
120	CAB TEMPORARY POSITIONS	37,461	36,603	38,125	45,030	6,905	45,030	45,030
190	CAB OTHER COMPENSATION	3,006	3,649	3,818	4,691	873	4,691	4,691
200	CAB EMPLOYEE BENEFITS	38,890	38,062	40,525	39,032	(1,493)	39,032	39,032
291	CAB TRAINING & CONFERENCES	1,075	544	1,075	1,075	0	1,075	1,075
292	CAB UNIFORMS	250	276	250	250	0	250	250
TOTAL Personnel Services		171,639	168,762	176,605	186,544	9,939	186,544	186,544
Operations & Maintenance								
341	CAB TELEPHONE	2,218	2,211	2,618	723	(1,895)	723	723
342	CAB DATA PROCESSING	4,379	6,921	4,379	4,300	(79)	4,300	4,300
430	CAB REPAIRS & MAINTENANCE	2,500	765	2,500	2,500	0	2,500	2,500
440	CAB RENTAL & LEASES	21,750	21,459	20,250	20,000	(250)	20,000	20,000
560	CAB DUES & SUBSCRIPTIONS	640	437	640	650	10	650	650
610	CAB GENERAL SUPPLIES	2,400	2,553	2,500	2,500	0	2,500	2,500
620	CAB OFFICE SUPPLIES	1,000	560	1,000	1,000	0	1,000	1,000
625	CAB POSTAGE	300	51	300	300	0	300	300
630	CAB MAINT & REPAIR SUPPLIES	850	476	850	1,750	900	1,750	1,750
660	CAB VEHICLE REPAIRS	500	1,182	500	5,500	5,000	5,500	5,500
670	CAB BOOKS & PERIODICALS	300	297	400	450	50	450	450
690	CAB OTHER NON CAPITAL	18,955	16,355	22,955	18,600	(4,355)	18,600	18,600
TOTAL Operations & Maintenance		55,792	53,346	58,892	58,273	(619)	58,273	58,273
Capital Outlay								
740	CAB MACHINERY & EQUIPMENT	45,000	35,747	32,000	155,000	123,000	155,000	155,000
750	CAB FURNITURE & FIXTURES	0	0	0	0	0	0	0
760	CAB VEHICLES	0	0	0	0	0	0	0
TOTAL Capital Outlay		45,000	35,747	32,000	155,000	123,000	155,000	155,000
Transfers								

Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

34 Department: EXECUTIVE DEPT		Activity Center : CABLE TV						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
901	CAB TFR TO GENERAL FUND	0	0	100,000	4,288	(95,712)	4,288	4,288
940	CAB TFR TO OTHER GOVERNMENTS	51,646	50,980	51,646	53,512	1,866	53,512	53,512
	<b>TOTAL Transfers</b>	<b>51,646</b>	<b>50,980</b>	<b>151,646</b>	<b>57,800</b>	<b>(93,846)</b>	<b>57,800</b>	<b>57,800</b>
	<b>Debt Service</b>							
	<b>TOTAL CABLE TV</b>	<b>324,077</b>	<b>308,835</b>	<b>419,143</b>	<b>457,617</b>	<b>38,474</b>	<b>457,617</b>	<b>457,617</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
CABLE TV

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
3002 SR CABLE TV							
30020200 032101 CABLE FRANCHISE FEE	367,609.55	318,943.00	318,943.00	454,417.00	454,417.00	454,417.00	
30020400 034010 CABLE ADVERTISING REVENUE	.00	100.00	100.00	100.00	100.00	100.00	
30020400 034013 CABLE COPY CHARGES	50.00	100.00	100.00	100.00	100.00	100.00	
30020500 035011 CAB SALE OF TOWN PROPERTY	.00	.00	.00	3,000.00	3,000.00	3,000.00	
30020500 035090 CAB MISCELLANEOUS REVENUE	384.00	.00	.00	.00	.00	.00	
30020900 039399 BUDGETARY USE OF FUND BALANCE	.00	100,000.00	100,000.00	.00	.00	.00	
TOTAL SR CABLE TV	368,043.55	419,143.00	419,143.00	457,617.00	457,617.00	457,617.00	
TOTAL CABLE TV	368,043.55	419,143.00	419,143.00	457,617.00	457,617.00	457,617.00	

# **Tax Increment Financing (TIF) Districts**



Town of Derry, NH  
FY 2018 Budget  
Activity Center Summary By Category

99 Department: TAX INCREMENT FINANCING DIST		Activity Center : TIF DISTRICT						
Acct #	Account Description	FY 2016 Revised Budget	2016 Actual	FY 2017 Revised Budget	2018 Department Recommended	Variance	2018 Town Admin Recommended	2018 Town Council Adopted
<b>Debt Service</b>								
980	TIF DEBT SERVICE	743,775	740,375	322,316	533,308	210,992	533,308	533,308
	<b>TOTAL Debt Service</b>	<b>743,775</b>	<b>740,375</b>	<b>322,316</b>	<b>533,308</b>	<b>210,992</b>	<b>533,308</b>	<b>533,308</b>
	<b>TOTAL TIF DISTRICT</b>	<b>743,775</b>	<b>740,375</b>	<b>322,316</b>	<b>533,308</b>	<b>210,992</b>	<b>533,308</b>	<b>533,308</b>

## NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2018 2018 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:  
TIF DISTRICT

	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2018 Dept Final	2018 Town Admin	2018 Adopted	COMMENT
1000 GOV GENERAL FUND							
19901000 031100 ASH ASH REAL ESTATE TAX REVENUE							
231,703.00	230,628.00						
19901000 031100 RTE28 RTE 28 REAL ESTATE TAX REVENUE							
318,770.00	91,688.00						
19909000 039399 ASH USE OF ASH ST TIF FUND BALANCE							
.00	.00						
19909000 039399 RTE28 USE OF RTE28 TIF FUND BALANCE							
.00	.00						
TOTAL GOV GENERAL FUND							
550,473.00	322,316.00	322,316.00	322,316.00	322,316.00	337,162.00	548,154.00	
TOTAL TIF DISTRICT							
550,473.00	322,316.00	322,316.00	322,316.00	322,316.00	337,162.00	548,154.00	
TOTAL REVENUE							
23,321,142.64	21,989,324.00	22,983,385.00	23,575,021.00	24,209,527.00	24,341,544.00		
TOTAL EXPENSE							
.00	.00	.00	.00	.00	.00	.00	
GRAND TOTAL							
23,321,142.64	21,989,324.00	22,983,385.00	23,575,021.00	24,209,527.00	24,341,544.00		

\*\* END OF REPORT - Generated by Susan Hickey \*\*