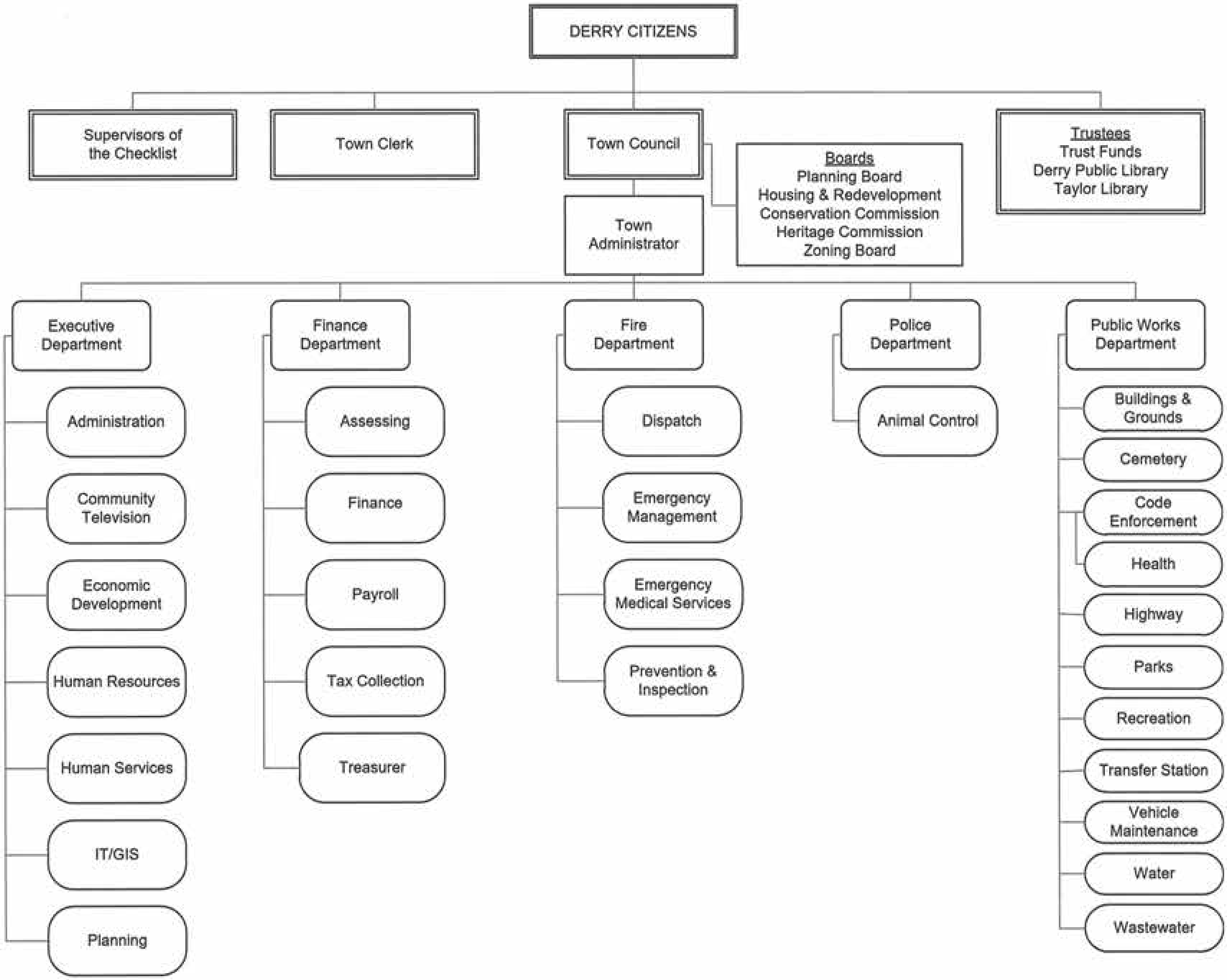
TOWN OF DERRY, NH

TOWN COUNCIL
ADOPTED ANNUAL BUDGET

FISCAL YEAR 2019

FY 2019 BUDGET INDEX

Town Organization Chart


DERRY CITIZENS
Supervisors of the Checklist
Town Clerk
Town Council
Town Administrator
Boards
Planning Board
Housing & Redevelopment
Conservation Commission
Heritage Commission
Zoning Board
Trustees
Trust Funds
Derry Public Library
Taylor Library
Executive Department
Administration
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Buildings & Grounds
Cemetery
Code Enforcement
Health
Highway
Parks
Recreation
Transfer Station
Vehicle Maintenance
Water
Wastewater

PERSONNEL

SUMMARY

Personnel Summary
FY 2019

Job Title	FY 2018 FT	FY 2018 PT	FY 2019 FT	FY 2019 PT
Executive				
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		0	
Human Services Secretary II	1		0	
IT/GIS Manager	1		1	
Network Administrator	1		1	
Computer Support Specialist	1		1	
Economic Development Coordinator	1		1	
Planning Director	1		1	
Planning and Econ Dev Assistant	1		1	
Cable Facility Coordinator	1		1	
Assistant Cable Facility Coordinator		1		0
	12	9	10	8

Job Title	FY 2018 FT	FY 2018 PT	FY 2019 FT	FY 2019 PT
Town Clerk				
Town Clerk (elected)	1		1	
Deputy Town Clerk		1		1
Supervisors of the Checklist (elected)		3		3
	1	4	1	4

Job Title	FY 2018 FT	FY 2018 PT	FY 2019 FT	FY 2019 PT
Finance Department				
Chief Financial Officer	1		1	
Accounting Manager	1		1	
Bookkeeper	2		2	
Staff Accountant/Internal Auditor	1		1	
Payroll and Benefit Administrator	1		1	
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
	13	4	13	4

Job Title	FY 2018 FT	FY 2018 PT	FY 2019 FT	FY 2019 PT
Department of Public Works				
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 II	1		1	
Health Officer		1		1
Administrative Program Assistant		1		1
Building Specialist	1		1	
Custodian	4		3	1
HVAC Technician	0		1	
Highway Crew Chief	1		1	
Highway Mechanical Equipment Operator	10		10	
Laborer		1		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		1		1
Recycling Coordinator	1		1	
Transfer Station MEO I		1		1
Transfer Station MEO II	2		2	
Transfer Station Laborer	1	1	2	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	58	8

Job Title	FY 2018 FT	FY 2018 PT	FY 2019 FT	FY 2019 PT
Fire Department				
Chief	1		1	
Assistant Fire Chief	1		1	
Executive Secretary	1		1	
Secretary		1		1
EMS Director	1		1	
Fire Inspector	1		2	
Director of Mechanical Division	1		1	
Battalion Chief	4		4	
Captain	4		4	
Lieutenant	12		12	
Firefighter	42		43	
Director Communications & IT	1		0	
Dispatcher	6		5	
Dispatch Supervisor	0		1	
	75	1	76	1

Job Title	FY 2018 FT	FY 2018 PT	FY 2019 FT	FY 2019 PT
Police Department				
Chief	1		1	
Executive Secretary	1		1	
Captain	2		2	
Lieutenant	5		5	
Sergeant	8		8	
Police Officer	41		41	
Secretary	3	2	3	2
Dispatcher	5		5	
Receptionist	1		1	
Evidence Clerk		1		1
Animal Control Officer	1		1	
Mechanic	1		1	
Prosecutor Supervisor	1		1	
Prosecutor	1		1	
	71	3	71	3

	FY2018 FT	FY2018 PT	FY2019 FT	FY2019 PT
Total	229	28	229	28

Budget Reconciliation with Town Charter

Section 9.4 (A) Limitation of Budget Increases

Implementation of Town Charter Section 9.4 (A)			
Prior Year Tax Rate (2017)		$	8.44
CPI Adjustment per Section 9.4 (A)	1.7%	$	0.14
Northeast Region CPI-U for CY2017			
Authorized Tax Rate for 2018		$	8.58
Projected 2018 Town Tax Rate		$	8.51
Projected Tax Rate Adjustment	0.8%	$	0.07

Projected Town Tax Rate		
Gross Appropriations	$	47,116,431.00
Less Estimated Revenues	$	(23,876,025.00)
ADD Veterans' Credit	$	573,000.00
ADD Overlay	$	300,000.00
To Be Raised	$	24,113,406.00
Estimated Valuation	$	2,835,000,000.00
Projected Town Tax Rate	$	8.51

FY19 Town Budget - Council

Department/Function		*FY19*		*Offsetting Revenues*		*Taxation*
Emergency Management		39,267.00		-		39,267.00
Executive						
Administration		525,531.00		3,900.00		521,631.00
Human Services		282,745.00		13,500.00		269,245.00
IT		911,349.00		40,809.00		870,540.00
Health		84,700.00		34,015.00		50,685.00
Community Development		154,783.00		-		154,783.00
Finance						
Finance		709,944.00		600.00		709,344.00
Assessing		534,993.00		95,954.00		439,039.00
Tax Collector		801,763.00		6,848,600.00		(6,046,837.00)
Other Municipal Obligation		3,734,059.00		3,859,093.00		(125,034.00)
Fire						
Prevention & Emergency Service		10,629,366.00		1,700,590.00		8,928,776.00
Libraries						
Derry Public Library		1,319,589.00		-		1,319,589.00
Taylor Library		182,812.00		2,000.00		180,812.00
Planning		379,638.00		32,450.00		347,188.00
Police						
Police		8,847,365.00		78,709.00		8,768,656.00
Animal Control		90,989.00		5,320.00		85,669.00
Public Works						
Highway		3,726,651.00		945,996.00		2,780,655.00
Buildings & Grounds		748,589.00		114,541.00		634,048.00
Cemeteries		232,688.00		115,600.00		117,088.00
Code Enforcement		375,315.00		234,125.00		141,190.00
Parks		854,839.00		59,058.00		795,781.00
Recreation		589,931.00		182,764.00		407,167.00
Transfer Station		1,874,470.00		727,540.00		1,146,930.00
Vehicle Maintenance		527,411.00		-		527,411.00
Town Clerk & Elections						
Town Clerk		145,897.00		74,138.00		71,759.00
Elections		67,838.00		125.00		67,713.00
Capital Improvements						
Expendable Maintenance Trust		220,000.00		220,000.00		-
Capital Improvements		2,284,194.00		2,232,037.00		52,157.00
Total for Town Services		40,876,716.00		17,621,464.00		23,255,252.00
Wastewater Dept.		2,330,772.00		2,330,772.00		
Water Dept.		2,754,322.00		2,754,322.00		
Cable		629,199.00		629,199.00		
TIF Districts		525,422.00		540,268.00		(14,846.00)
TOTAL	$	**47,116,431.00**	$	**23,876,025.00**	$	**23,240,406.00**
Veterans' Credit						**573,000.00**
Property Tax Overlay						**300,000.00**
Total to be raised						**24,113,406.00**
Assessed Valuation						**2,835,000,000.00**
Anticipated Town Tax Rate:					$	***8.51***

EXPENDITURE

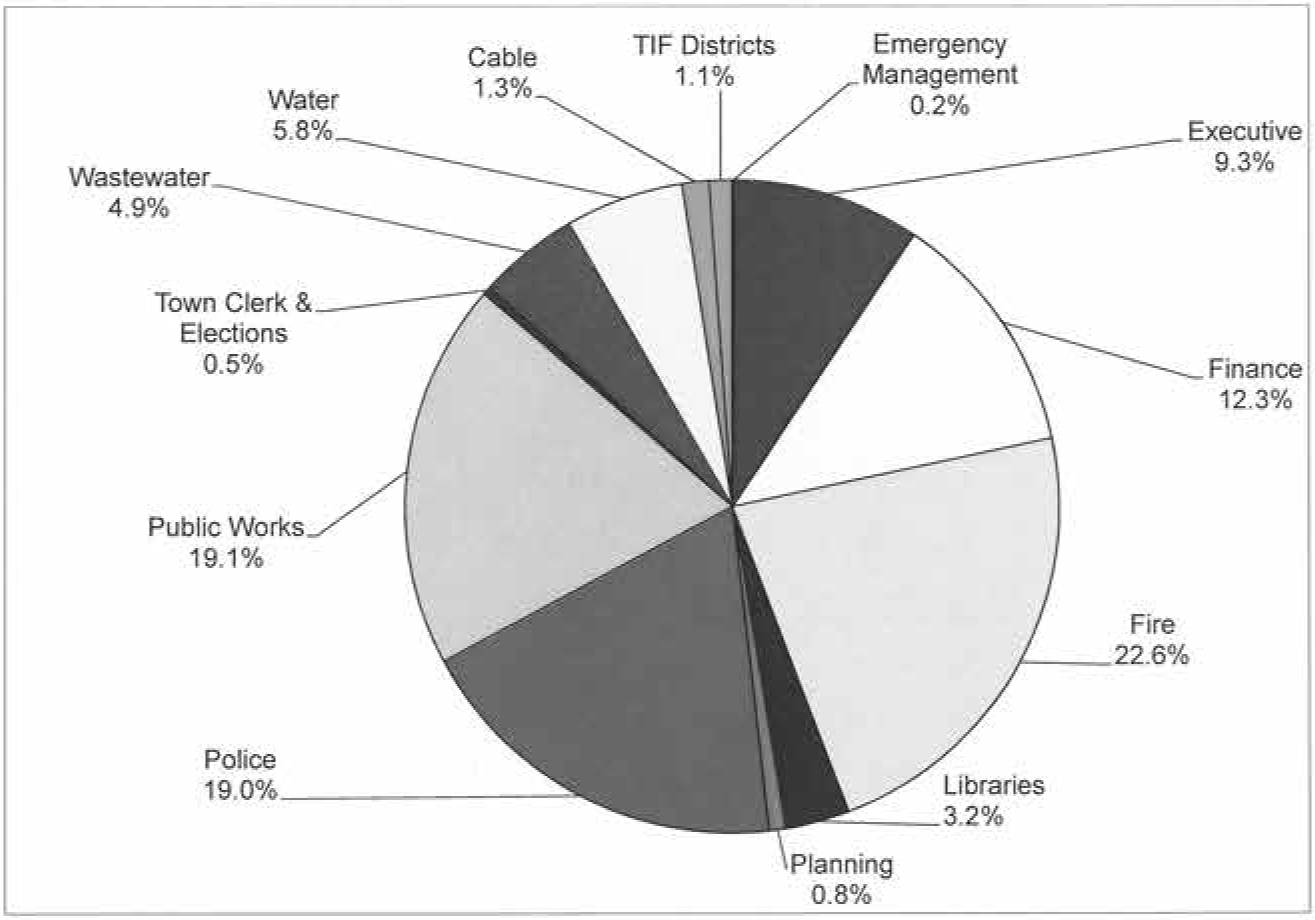
&

REVENUE

SUMMARY

Town of Derry, NH
Town Council Adopted Expenses by Department
FY 2019

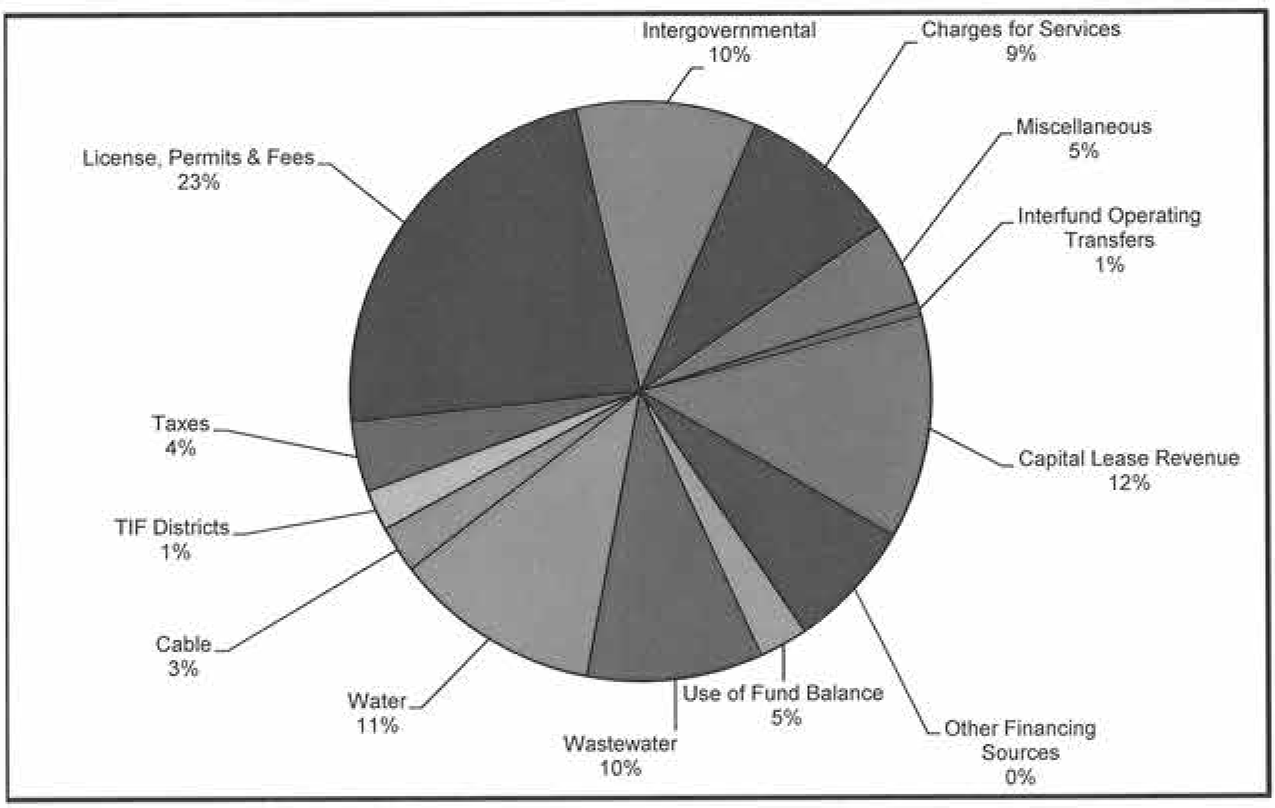
Emergency Management	**$ 39,267**
Executive	**4,378,602**
Finance	**5,780,759**
Fire	**10,629,366**
Libraries	**1,502,401**
Planning	**379,638**
Police	**8,938,354**
Public Works	**9,014,594**
Town Clerk & Elections	**213,735**
Wastewater	**2,330,772**
Water	**2,754,322**
Cable	**629,199**
TIF Districts	**525,422**
Total	**$ 47,116,431**



Town of Derry, NH
Town Council Adopted Revenue Budget
FY 2019

Taxes	$	936,516	(1)
License, Permits & Fees		5,516,902	
Intergovernmental		2,393,204	
Charges for Services		2,134,304	
Miscellaneous		1,117,391	
Interfund Operating Transfers		173,604	
Capital Lease Revenue		2,980,000	
Other Financing Sources (CRF)		1,719,543	
Use of Fund Balance		650,000	
Wastewater		2,330,772	
Water		2,754,322	
Cable		629,199	
TIF Districts		540,268	
Total Revenue & Transfers	$	23,876,025	

(1) Excluding Property Taxes



Town of Derry, NH
FY2019 Town Counsel Adopted Budget
Totals
Summary

Department/Activity Center	FY 2016 Revised Budget	FY 2017 Revised Budget	FY 2018 Revised Budget	FY 2019 Department Recommended	FY 2019 Town Administrator Proposed	FY 2019 Town Council Adopted
Emergency Management	**$57,024**	**$69,361**	**$39,837**	**$39,267**	**$39,267**	**$39,267**
Executive	**$1,253,176**	**$1,348,093**	**$5,780,899**	**$4,115,574**	**$4,122,256**	**$4,180,557**
Administration	$611,321	$536,378	$523,873	$543,849	$525,531	$525,531
Health	$86,763	$83,323	$82,526	$84,700	$84,700	$84,700
Community Development	$0	$130,000	$183,302	$179,783	$179,783	$154,783
Information Technology	$555,092	$598,392	$892,741	$911,349	$911,349	$911,349
Expendable Maintenance Trust Fund	$0	$0	$230,731	$45,000	$100,000	$220,000
Capital Improvements	$0	$0	$3,867,726	$2,350,893	$2,320,893	$2,284,194
Finance	**$5,648,707**	**$4,536,893**	**$5,729,092**	**$5,976,432**	**$6,161,812**	**$6,063,504**
Human Services	$417,935	$389,963	$398,845	$424,384	$331,053	$282,745
Assessor	$529,787	$512,083	$466,132	$534,993	$534,993	$534,993
Finance	$734,706	$730,279	$658,443	$709,944	$709,944	$709,944
Tax Collector	$911,346	$792,166	$787,534	$811,763	$801,763	$801,763
Other Municipal Obligations	$3,054,933	$2,112,402	$3,418,138	$3,495,348	$3,784,059	$3,734,059
Fire	**$11,361,051**	**$11,923,277**	**$10,404,348**	**$10,715,548**	**$10,534,366**	**$10,629,366**
Prevention & Emergency Services	$10,561,507	$10,950,487	$10,404,348	$10,715,548	$10,534,366	$10,629,366
Dispatch	$799,544	$972,790	$0	$0	$0	$0
Libraries	**$1,412,190**	**$1,494,860**	**$1,456,115**	**$1,526,764**	**$1,502,401**	**$1,502,401**
Derry Public Library	$1,226,847	$1,311,414	$1,273,223	$1,343,952	$1,319,589	$1,319,589
Taylor Library	$185,343	$183,446	$182,892	$182,812	$182,812	$182,812
Planning	**$266,387**	**$266,367**	**$270,863**	**$379,638**	**$379,638**	**$379,638**
Police	**$8,742,012**	**$9,687,024**	**$8,822,408**	**$9,211,774**	**$8,938,354**	**$8,938,354**
Police	$8,660,967	$9,607,023	$8,735,163	$9,120,785	$8,847,365	$8,847,365
Animal Control	$81,045	$80,001	$87,245	$90,989	$90,989	$90,989
Public Works	**$8,925,234**	**$9,057,383**	**$8,827,173**	**$8,949,894**	**$8,904,894**	**$8,929,894**
Highway	$4,062,423	$4,004,167	$3,947,085	$3,701,651	$3,701,651	$3,726,651
Transfer Station	$1,563,330	$1,758,182	$1,680,931	$1,874,470	$1,874,470	$1,874,470
Vehicle Maintenance	$458,294	$456,889	$476,615	$527,411	$527,411	$527,411
Buildings & Grounds	$794,076	$730,284	$709,386	$793,589	$748,589	$748,589
Cemetery	$223,779	$251,761	$229,316	$232,688	$232,688	$232,688
Code Enforcement	$358,985	$352,810	$362,203	$375,315	$375,315	$375,315
Recreation	$580,036	$596,532	$590,125	$589,931	$589,931	$589,931
Parks	$884,311	$906,758	$831,512	$854,839	$854,839	$854,839

Town of Derry, NH
FY2019 Town Counsel Adopted Budget
Totals
Summary

Department/Activity Center	FY 2016 Revised Budget	FY 2017 Revised Budget	FY 2018 Revised Budget	FY 2019 Department Recommended	FY 2019 Town Administrator Proposed	FY 2019 Town Council Adopted
Town Clerk & Elections	**$185,638**	**$202,569**	**$181,712**	**$214,746**	**$214,746**	**$213,735**
Town Clerk	$135,568	$137,778	$142,626	$146,908	$146,908	$145,897
Elections	$50,070	$64,791	$39,086	$67,838	$67,838	$67,838
Total for Town Services	**$37,851,419**	**$38,585,827**	**$41,512,447**	**$41,129,637**	**$40,797,734**	**$40,876,716**
Wastewater	**$2,357,866**	**$2,707,563**	**$2,402,500**	**$2,331,218**	**$2,330,772**	**$2,330,772**
Water	**$2,551,611**	**$2,591,672**	**$3,140,025**	**$2,754,768**	**$2,754,322**	**$2,754,322**
Cable	**$324,077**	**$419,143**	**$457,617**	**$633,136**	**$629,199**	**$629,199**
TIF Districts	**$743,775**	**$322,316**	**$533,308**	**$525,422**	**$525,422**	**$525,422**
Total for Other Services	**$5,977,329**	**$6,040,694**	**$6,533,450**	**$6,244,544**	**$6,239,715**	**$6,239,715**
Grand Totals	**$43,828,748**	**$44,626,521**	**$48,045,897**	**$47,374,181**	**$47,037,449**	**$47,116,431**

Town of Derry, NH
FY2019 Town Council Adopted Budget
Net increase / (Decrease) Comparison

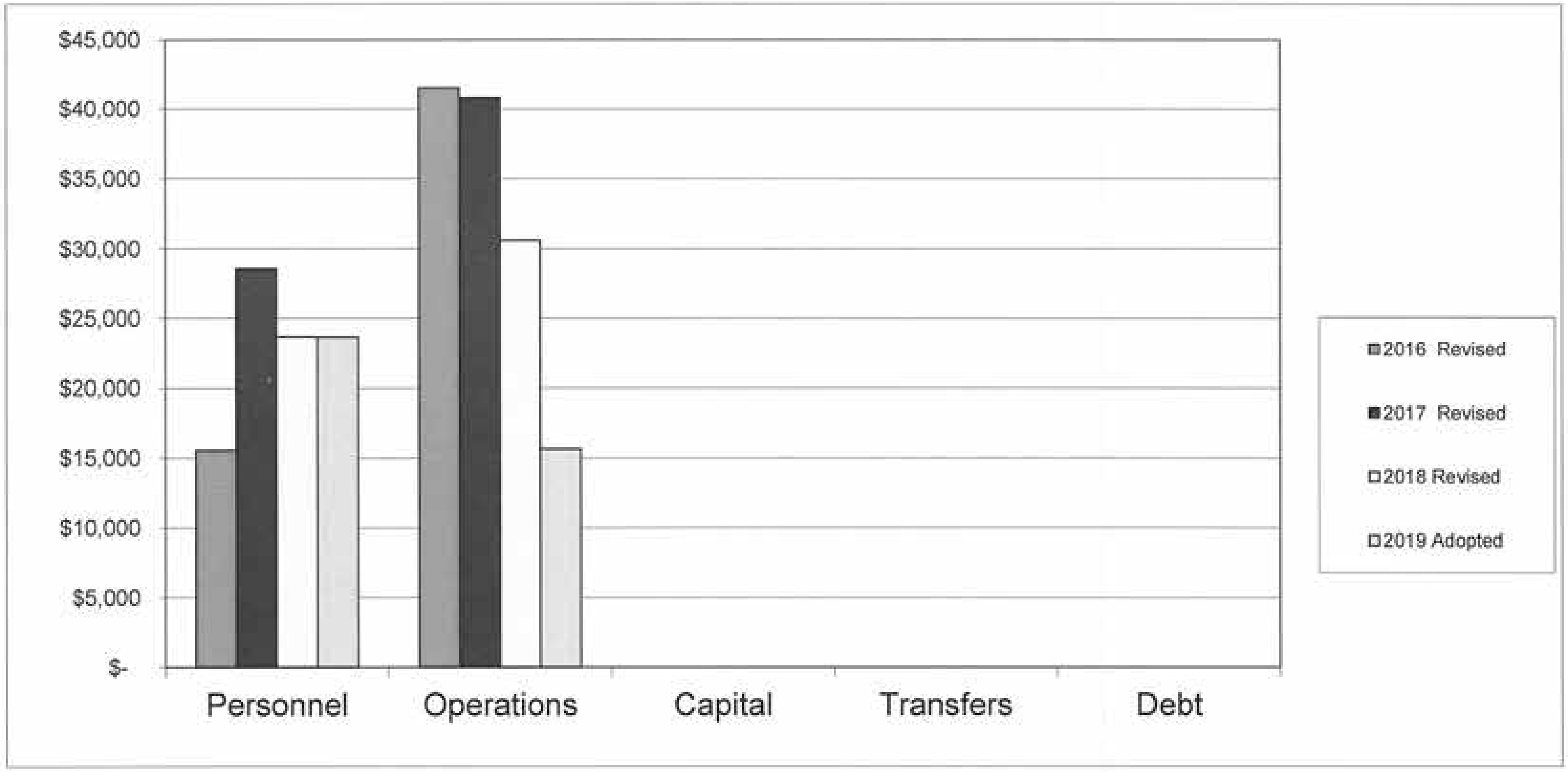
Department/Activity Center	FY 2018 REVISED BUDGET Expenditures	Revenue	Net Expense (Revenue)	FY 2019 TOWN COUNSEL APPROVED BUDGET Expenditures	Revenue	Net Expense (Revenue)	VARIANCE Increase (Decrease) from Prior Year
Emergency Management	**$39,837**	**$0**	**$39,837**	**$39,267**	**$0**	**$39,267**	**($570)**
Executive	**$5,780,899**	**$87,038**	**$5,693,861**	**$4,180,557**	**$2,530,761**	**$1,649,796**	**($4,044,065)**
Administration	$523,873	$3,900	$519,973	$525,531	$3,900	$521,631	$1,658
Health	$82,526	$32,950	$49,576	$84,700	$34,015	$50,685	$1,109
Community Development	$183,302	$0	$183,302	$154,783	$0	$154,783	($28,519)
Information Technology	$892,741	$50,188	$842,553	$911,349	$40,809	$870,540	$27,987
Expendable Maintenance Trust Fund	$230,731	$0	$230,731	$220,000	$220,000	$0	($230,731)
Capital Improvements	$3,867,726	$0	$3,867,726	$2,284,194	$2,232,037	$52,157	($3,815,569)
Finance	**$5,729,092**	**$9,584,208**	**($3,855,116)**	**$6,063,504**	**$10,817,747**	**($4,754,243)**	**($899,127)**
Human Services	$398,845	$13,500	$385,345	$282,745	$13,500	$269,245	($116,100)
Assessor	$466,132	$98,027	$368,105	$534,993	$95,954	$439,039	$70,934
Finance	$658,443	$6,100	$652,343	$709,944	$600	$709,344	$57,001
Tax Collector	$787,534	$6,449,965	($5,662,431)	$801,763	$6,848,600	($6,046,837)	($384,406)
Other Municipal Obligations	$3,418,138	$3,016,616	$401,522	$3,734,059	$3,859,093	($125,034)	($526,556)
Fire	**$10,404,348**	**$3,086,702**	**$7,317,646**	**$10,629,366**	**$1,700,590**	**$8,928,776**	**$1,611,130**
Prevention & Emergency Services	$10,404,348	$2,691,832	$7,712,516	$10,629,366	$1,700,590	$8,928,776	$1,216,260
Dispatch	$0	$394,870	($394,870)	$0	$0	$0	$394,870
Libraries (1)	**$1,456,115**	**$73,254**	**$1,382,861**	**$1,502,401**	**$2,000**	**$1,500,401**	**$117,540**
Derry Public Library	$1,273,223	$71,254	$1,201,969	$1,319,589	$0	$1,319,589	$117,620
Taylor Library	$182,892	$2,000	$180,892	$182,812	$2,000	$180,812	($80)
Planning	**$270,863**	**$32,450**	**$238,413**	**$379,638**	**$32,450**	**$347,188**	**$108,775**
Police	**$8,822,408**	**$1,049,290**	**$7,773,118**	**$8,938,354**	**$84,029**	**$8,854,325**	**$1,081,207**
Police	$8,735,163	$1,044,660	$7,690,503	$8,847,365	$78,709	$8,768,656	$1,078,153
Animal Control	$87,245	$4,630	$82,615	$90,989	$5,320	$85,669	$3,054
Public Works	**$8,827,173**	**$2,982,249**	**$5,844,924**	**$8,929,894**	**$2,379,624**	**$6,550,270**	**$705,346**
Highway	$3,947,085	$1,234,364	$2,712,721	$3,726,651	$945,996	$2,780,655	$67,934
Transfer Station	$1,680,931	$883,251	$797,680	$1,874,470	$727,540	$1,146,930	$349,250
Vehicle Maintenance	$476,615	$0	$476,615	$527,411	$0	$527,411	$50,796
Buildings & Grounds	$709,386	$115,837	$593,549	$748,589	$114,541	$634,048	$40,499
Cemetery	$229,316	$140,600	$88,716	$232,688	$115,600	$117,088	$28,372
Code Enforcement	$362,203	$277,125	$85,078	$375,315	$234,125	$141,190	$56,112
Recreation	$590,125	$195,702	$394,423	$589,931	$182,764	$407,167	$12,744
Parks	$831,512	$135,370	$696,142	$854,839	$59,058	$795,781	$99,639

Town of Derry, NH
FY2019 Town Council Adopted Budget
Net increase / (Decrease) Comparison

Department/Activity Center	FY 2018 REVISED BUDGET			FY 2019 Town Administrator Proposed			VARIANCE
	Expenditures	Revenue	Net Expense (Revenue)	Expenditures	Revenue	Net Expense (Revenue)	Increase (Decrease) from Prior Year
Town Clerk & Elections	$181,712	$62,761	$118,951	$213,735	$74,263	($6,425)	($125,376)
Town Clerk	$142,626	$62,636	$79,990	$145,897	$74,138	($6,300)	($86,290)
Elections	$39,086	$125	$38,961	$67,838	$125	($125)	($39,086)
Total for Town Services	$41,512,447	$16,957,952	$24,554,495	$40,876,716	$17,621,464	$23,109,355	($1,445,140)
Wastewater	$2,402,500	$2,224,637	$177,863	$2,330,772	$2,330,772	$0	($177,863)
Water	$3,140,025	$2,683,241	$456,784	$2,754,322	$2,754,322	$0	($456,784)
Cable	$457,617	$419,143	$38,474	$629,199	$629,199	$0	($38,474)
TIF Districts	$533,308	$548,154	($14,846)	$525,422	$540,268	($14,846)	$0
Total for Other Services	$6,533,450	$5,875,175	$658,275	$6,239,715	$6,254,561	-$14,846	-$673,121
Grand Totals	$48,045,897	$22,833,127	$25,212,770	$47,116,431	$23,876,025	$23,094,509	($2,118,261)

EMERGENCY MANAGEMENT

Town of Derry, NH
Emergency Management Budget Comparison
FY2016 - FY2019



	2016 Revised	2017 Revised	2018 Revised	2019 Adopted	% Change FY18-FY19
Personnel	$ 15,523	$ 28,576	$ 23,669	$ 23,649	-0.1%
Operations	41,501	40,785	30,628	15,618	-49.0%
Capital	-	-	-	-	N/A
Transfers	-	-	-	-	N/A
Debt	-	-	-	-	N/A
Total	$ 57,024	$ 69,361	$ 54,297	$ 39,267	-27.7%

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

DEPARTMENT: Emergency Management	ACTIVITY CENTER:

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 can 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 using 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 includes coordinating efforts with the Regional Public Health Network to prepare and respond to individuals who are power dependent because of their medical status.

Department Mission and Objectives
Fiscal Year 2019

- 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 2019 - 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 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 FY18 – Derry Emergency Management continued training with 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) for local information and community notification. Derry Emergency Management has made upgrades to the system by placing repeaters in Town to increase the clarity and range of the radio station.

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

12 Department: EMERGENCY MANAGEMENT DEPT — Activity Center : EMERGENCY MANAGEMENT

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
140	EM OVERTIME	19,000	8,650	15,000	15,000	0	15,000	15,000
200	EM EMPLOYEE BENEFITS	6,351	3,924	5,444	5,424	(20)	5,424	5,424
291	EM TRAINING & CONFERENCES	2,700	662	2,700	2,700	0	2,700	2,700
292	EM UNIFORMS	525	0	525	525	0	525	525
	TOTAL Personnel Services	**28,576**	**13,236**	**23,669**	**23,649**	**(20)**	**23,649**	**23,649**
	Operations & Maintenance							
341	EM TELEPHONE	4,392	3,937	540	0	(540)	0	0
342	EM DATA PROCESSING	16,518	15,420	0	0	0	0	0
430	EM REPAIRS & MAINTENANCE	2,500	1,214	2,700	2,700	0	2,700	2,700
440	EM RENTAL & LEASES	2,695	1,891	0	0	0	0	0
550	EM PRINTING	500	210	500	500	0	500	500
560	EM DUES & SUBSCRIPTIONS	510	658	860	860	0	860	860
610	EM GENERAL SUPPLIES	2,450	499	1,650	1,650	0	1,650	1,650
620	EM OFFICE SUPPLIES	500	155	500	500	0	500	500
625	EM POSTAGE	50	39	50	50	0	50	50
630	EM MAINT & REPAIR SUPPLIES	3,000	0	3,600	3,600	0	3,600	3,600
635	EM GASOLINE	800	1,261	1,100	990	(110)	990	990
636	EM DIESEL FUEL	220	41	180	180	0	180	180
640	EM CUSTODIAL & HOUSEKEEPING	100	0	100	100	0	100	100
660	EM VEHICLE REPAIRS	1,000	1,577	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	5,400	24,202	3,238	3,338	100	3,338	3,338
	TOTAL Operations & Maintenance	**40,785**	**51,483**	**16,168**	**15,618**	**(550)**	**15,618**	**15,618**
	Capital Outlay							
	Transfers							
	Debt Service							
	TOTAL EMERGENCY MANAGEMENT	**69,361**	**64,719**	**39,837**	**39,267**	**(570)**	**39,267**	**39,267**

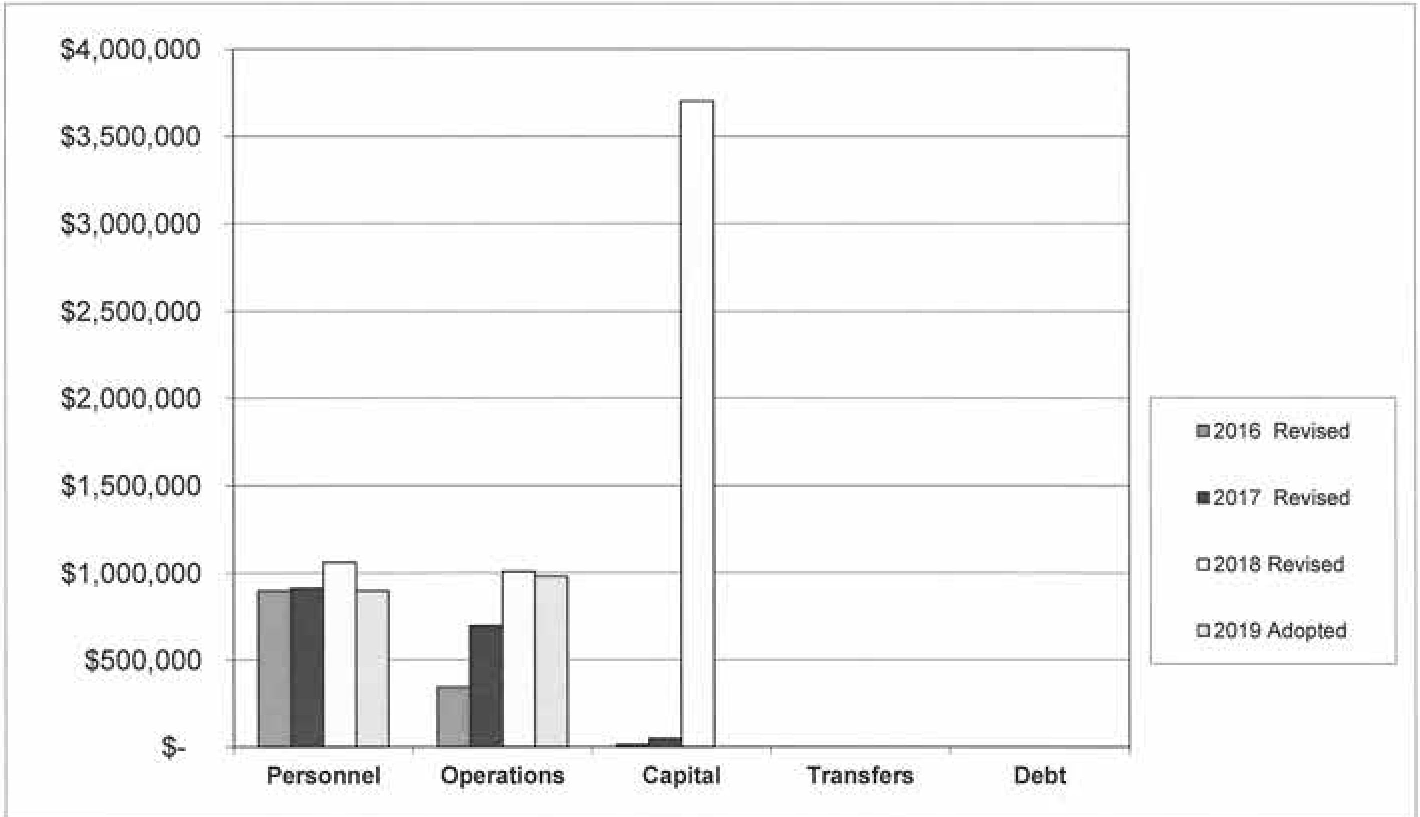
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: EMERGENCY MANAGEMENT	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
11205000 035011 EM SALE OF TOWN PROPERTY	6.00	.00	.00	.00	.00	.00	________
TOTAL EMERGENCY MANAGEMENT	6.00	.00	.00	.00	.00	.00	________

EXECUTIVE

Town of Derry, NH
Executive Department Budget Comparison
FY2016 - FY2019



	2016 Revised	2017 Revised	2018 Revised	2019 Adopted	% Change FY18-FY19
Personnel	$ 894,937	$ 910,257	$ 1,060,887	$ 895,130	-15.6%
Operations	345,504	696,476	1,006,529	979,278	-2.7%
Capital	12,735	48,000	3,701,567	-	-100.0%
Transfers	-	-	-	-	N/A
Debt	-	-	-	-	N/A
Total	$ 1,378,496	$ 1,329,834	$ 5,768,983	$ 1,874,408	-67.5%

Excludes Cable

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

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 2019 Budget
Activity Center Summary By Category

30	Department: EXECUTIVE DEPT			Activity Center : ADMINISTRATION				
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	ADM PERMANENT POSITIONS	311,063	276,746	344,779	352,516	7,737	343,380	343,380
130	ADM ELECTED OFFICIALS	20,600	20,600	20,600	20,600	0	20,600	20,600
140	ADM OVERTIME	250	872	250	250	0	250	250
190	ADM OTHER COMPENSATION	17,812	19,397	14,278	12,406	(1,872)	12,406	12,406
200	ADM EMPLOYEE BENEFITS	103,899	69,766	81,042	94,439	13,397	85,257	85,257
291	ADM TRAINING & CONFERENCES	3,300	1,442	5,000	5,000	0	5,000	5,000
	TOTAL Personnel Services	**456,924**	**392,195**	**465,949**	**485,211**	**19,262**	**466,893**	**466,893**
	Operations & Maintenance							
330	ADM MANAGEMENT SERVICES	1,000	0	1,000	1,000	0	1,000	1,000
341	ADM TELEPHONE	2,460	1,329	0	0	0	0	0
390	ADM OTHER PROFESSIONAL SERVICE	34,375	81,403	10,000	10,000	0	10,000	10,000
430	ADM REPAIRS & MAINTENANCE	100	84	100	100	0	100	100
440	ADM RENTAL & LEASES	1,596	1,225	96	96	0	96	96
550	ADM PRINTING	10,000	10,934	10,000	10,000	0	10,000	10,000
560	ADM DUES & SUBSCRIPTIONS	29,548	31,811	31,878	32,592	714	32,592	32,592
610	ADM GENERAL SUPPLIES	3,000	5,792	2,500	2,500	0	2,500	2,500
620	ADM OFFICE SUPPLIES	2,000	550	1,750	1,750	0	1,750	1,750
625	ADM POSTAGE	600	399	600	600	0	600	600
	TOTAL Operations & Maintenance	**84,679**	**133,576**	**57,924**	**58,638**	**714**	**58,638**	**58,638**
	Capital Outlay							
	Transfers							
	Debt Service							
	TOTAL ADMINISTRATION	**541,603**	**525,772**	**523,873**	**543,849**	**19,976**	**525,531**	**525,531**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: ADMINISTRATION		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
13002000 032101	BUSINESS LICENSES & PERMITS	3,535.00	3,800.00	3,800.00	3,800.00	3,800.00	3,800.00	
13004000 034013	ADM COPY CHARGES	18.00	100.00	100.00	100.00	100.00	100.00	
13005000 035061	ADM W/COMP & DISABILITY REIMB	340.00	.00	.00	.00	.00	.00	
TOTAL ADMINISTRATION		3,893.00	3,900.00	3,900.00	3,900.00	3,900.00	3,900.00	

Community

Development

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

DEPARTMENT: Executive — ACTIVITY CENTER: Economic Dev Coord

Mission:

Create short and long-term objectives for sustainable economic development and growth for the Town of Derry; align with community vision, the goals of the Planning department and Economic Development Advisory Committee and master plan; maintain working relationships with organizations and entities to increase opportunities and improve the quality of life in Derry; maintain a strong focus on economic development and growth of the Town's tax base.

Objectives:

- Retain and Grow Existing Business: Provide information, resources and administrative guidance to businesses and individuals seeking to start, expand or locate a business in Derry. Create a baseline for business retention and expansion; proactively outreach to businesses; attend and create business and industry events and programs; bring forward issues; use available tools and seek out innovative solutions.
- Attract New Business: Develop and implement a marketing and communication plan to assist in attracting new business to Town; support entrepreneurship; keep abreast of available properties, workforce, demographics and opportunities.
- Plan for Smart, Sustainable Growth: Continuously monitor the Master Plan to ensure alignment with community vision and long-term growth, including Downtown, I-93/Exit 4 expansion and Housing sector; monitor current and potential programs and incentives.
- Implement Marketing and Communication Plan: Effectively and consistently make the case for businesses to choose Derry by using effective marketing tools and materials along with a multifaceted communication plan that aligns with goals, defines target markets and includes a variety of outputs, such as social media, websites, presentations, brochures and print media, photo and video and on-brand talking points.
- Resource Assessment: Ongoing review of the Buxton Retail platform, Façade Improvement Program, etc.; continuous evaluation of media tools; research additional tools, incentive programs and partnerships to attract new development, including job creation, priority development areas and marketing and support services.
- Continually review and enhance the effectiveness of the department goals and make recommendations as needed to inform and enable effective strategies.

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

31 Department: EXECUTIVE DEPT — Activity Center : COMMUNITY DEVELOPMENT

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	CD PEMANENT POSITIONS	0	22,299	87,407	85,934	(1,473)	85,934	85,934
200	CD EMPLOYEE BENEFITS	0	5,822	35,206	33,160	(2,046)	33,160	33,160
291	CD TRAINING & CONFERENCES	0	0	740	740	0	740	740
	TOTAL Personnel Services	**0**	**28,121**	**123,353**	**119,834**	**(3,519)**	**119,834**	**119,834**
	Operations & Maintenance							
390	CD OTHER PROFESSIONAL SERVICE	130,000	65,113	55,000	55,000	0	55,000	30,000
540	CD ADVERTISING	0	0	1,000	1,000	0	1,000	1,000
550	CD DUES & SUBSCRIPTIONS	0	49	2,210	2,210	0	2,210	2,210
610	CD HOSPITALITY	0	0	1,000	1,000	0	1,000	1,000
620	CD OFFICE SUPPLIES	0	0	500	500	0	500	500
625	CD POSTAGE	0	0	100	100	0	100	100
670	CD BOOKS & PERIODICALS	0	0	139	139	0	139	139
	TOTAL Operations & Maintenance	**130,000**	**65,163**	**59,949**	**59,949**	**0**	**59,949**	**34,949**
	Transfers							
	TOTAL COMMUNITY DEVELOPMENT	**130,000**	**93,284**	**183,302**	**179,783**	**(3,519)**	**179,783**	**154,783**

Information Technology

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

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 2019 Budget
Activity Center Summary By Category

32 Department: EXECUTIVE DEPT — Activity Center : INFORMATION TECHNOLOGY

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	IT PERMANENT POSITIONS	192,775	201,693	214,132	216,059	1,927	216,059	216,059
140	IT OVERTIME	2,000	513	2,000	2,000	0	2,000	2,000
190	IT OTHER COMPENSATION	11,188	14,390	1,450	6,562	5,112	6,562	6,562
200	IT EMPLOYEE BENEFITS	86,583	83,729	86,234	75,557	(10,677)	75,557	75,557
291	IT TRAINING & CONFERENCES	8,225	0	8,225	8,225	0	8,225	8,225
	TOTAL Personnel Services	**300,771**	**300,326**	**312,041**	**308,403**	**(3,638)**	**308,403**	**308,403**
	Operations & Maintenance							
341	IT TELEPHONE	7,150	4,950	105,038	88,308	(16,730)	88,308	88,308
342	IT DATA PROCESSING	150,576	132,557	305,077	360,565	55,488	360,565	360,565
390	IT OTHER PROFESSIONAL SERVICES	24,463	9,257	8,000	8,000	0	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	18,031	64,070	60,775	(3,295)	60,775	60,775
550	IT PRINTING	2,790	3,312	3,115	3,115	0	3,115	3,115
560	IT DUES & SUBSCRIPTIONS	550	254	550	649	99	649	649
610	IT GENERAL SUPPLIES	3,864	1,687	2,964	3,114	150	3,114	3,114
620	IT OFFICE SUPPLIES	400	728	400	1,000	600	1,000	1,000
625	IT POSTAGE	300	348	500	2,050	1,550	2,050	2,050
630	IT MAINT & REPAIR SUPPLIES	2,500	1,204	2,500	2,500	0	2,500	2,500
670	IT BOOKS & PERIODICALS	370	85	370	370	0	370	370
690	IT OTHER NON CAPITAL	42,131	58,804	40,775	70,000	29,225	70,000	70,000
	TOTAL Operations & Maintenance	**257,084**	**231,554**	**535,859**	**602,946**	**67,087**	**602,946**	**602,946**
	Capital Outlay							
740	IT MACHINERY & EQUIPMENT	77,432	63,812	0	0	0	0	0
780	IT INTANGIBLE ASSETS	0	0	44,841	0	(44,841)	0	0
	TOTAL Capital Outlay	**77,432**	**63,812**	**44,841**	**0**	**(44,841)**	**0**	**0**
	Transfers							
	Debt Service							
	TOTAL INFORMATION TECHNOLOGY	**635,286**	**595,691**	**892,741**	**911,349**	**18,608**	**911,349**	**911,349**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: INFORMATION TECHNOLOGY		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
13203000 033793 CAB	REIMBURSEMENTS-GOVERNMENTAL	.00	4,288.00	4,288.00	5,614.00	5,614.00	5,614.00	
13203000 033793 WTR	INTERGOV REIMB FROM WATER	.00	17,542.00	17,542.00	18,710.00	18,710.00	18,710.00	
13203000 033793 WW	INTERGOV REIMB FROM WASTEWTR	.00	14,784.00	14,784.00	15,675.00	15,675.00	15,675.00	
13204000 034012	FEES-GIS	750.00	800.00	800.00	800.00	800.00	800.00	
13205000 035011	IT SALE OF TOWN PROPERTY	7.00	10.00	10.00	10.00	10.00	10.00	
TOTAL INFORMATION TECHNOLOGY		757.00	37,424.00	37,424.00	40,809.00	40,809.00	40,809.00	

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Human Services

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

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 the 2012 Edition of the Art of Welfare Administration, the 2004 Edition of the New Hampshire Model Welfare Guidelines and the Town of Derry's Human Services Guidelines (Adopted April 2016) 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 2019 Budget
Activity Center Summary By Category

36	Department: EXECUTIVE DEPT				Activity Center : HUMAN SERVICES			
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	HS PERMANENT POSITIONS	98,503	105,814	110,723	106,298	(4,425)	73,320	0
190	HS OTHER COMPENSATION	3,833	3,143	520	520	0	520	0
200	HS EMPLOYEE BENEFITS	49,926	48,885	48,096	58,836	10,740	30,763	0
291	HS TRAINING & CONFERENCES	300	250	205	205	0	205	0
	TOTAL Personnel Services	**152,562**	**158,093**	**159,544**	**165,859**	**6,315**	**104,808**	**0**
	Operations & Maintenance							
341	HS TELEPHONE	540	433	0	0	0	0	0
390	HS OTHER PROFESSIONAL SERVICES	0	0	0	42,280	42,280	10,000	82,500
440	HS RENTAL & LEASES	456	123	36	30	(6)	30	30
550	HS PRINTING	100	75	100	100	0	100	100
560	HS DUES & SUBSCRIPTIONS	105	65	65	65	0	65	65
610	HS GENERAL SUPPLIES	60	40	60	60	0	60	60
620	HS OFFICE SUPPLIES	840	839	840	840	0	840	840
625	HS POSTAGE	400	164	300	250	(50)	250	250
810	HS HUMAN SERVICE PAYMENTS	144,900	150,069	151,900	104,900	(47,000)	104,900	88,900
811	HS HUMAN SERVICE PMTS-DIRECT	90,000	79,608	86,000	110,000	24,000	110,000	110,000
	TOTAL Operations & Maintenance	**237,401**	**231,482**	**239,301**	**258,525**	**19,224**	**226,245**	**282,745**
	Capital Outlay							
	Transfers							
	Debt Service							
	TOTAL HUMAN SERVICES	**389,963**	**389,575**	**398,845**	**424,384**	**25,539**	**331,053**	**282,745**

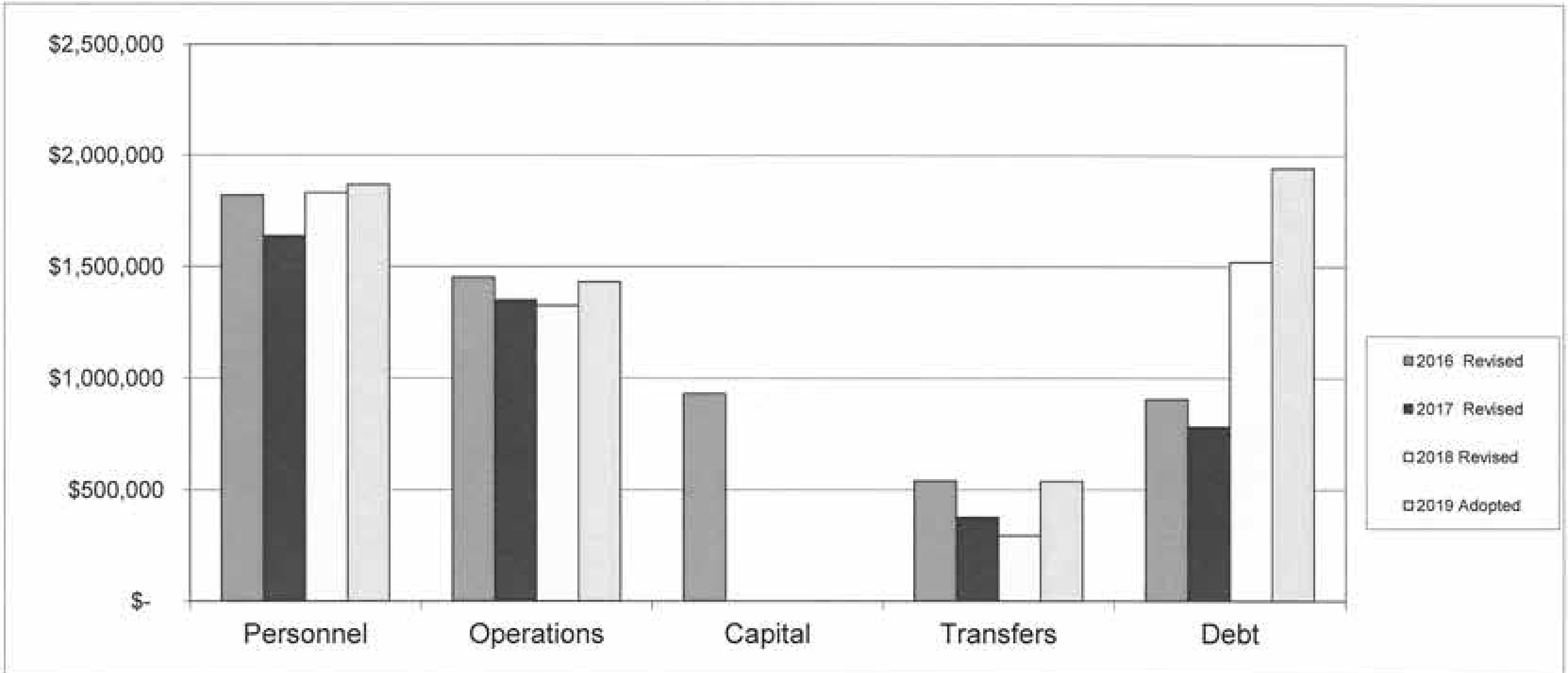
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: HUMAN SERVICES		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
13603000 033592	NH REIMB OF PUBLIC WELFARE	6,455.38	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
13605000 035061	HS W/COMP & DISABILITY REIMB	1,700.00	.00	.00	.00	.00	.00	
13605000 035063	HS REIMBURSEMENT-NONGOVERNMENT	10,703.87	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	
13605000 035082	CONTRIBUTIONS	1,000.00	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 HUMAN SERVICES		21,359.25	13,500.00	13,500.00	13,500.00	13,500.00	13,500.00	

FINANCE

Town of Derry, NH
Finance Department Budget Comparison
FY2016 - FY2019



	2016 Revised	2017 Revised	2018 Revised	2019 Adopted	% Change FY18-FY19
Personnel	$ 1,820,530	$ 1,637,077	$ 1,831,191	$ 1,867,906	2.0%
Operations	1,454,100	1,351,467	1,326,679	1,433,319	8.0%
Capital	929,991	-	-	-	N/A
Transfers	539,392	375,869	293,901	536,901	82.7%
Debt	904,694	782,517	1,521,218	1,942,633	27.7%
Total	$ 5,648,707	$ 4,146,930	$ 4,972,989	$ 5,780,759	16.2%

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

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 2019 Budget
Activity Center Summary By Category

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
40	Department: FINANCE DEPT			Activity Center : FINANCE				
	Personnel Services							
110	FIN PERMANENT POSITIONS	437,347	400,476	411,813	446,953	35,140	446,953	446,953
120	FIN TEMPORARY POSITIONS	11,675	0	1,275	2,304	1,029	2,304	2,304
140	FIN OVERTIME	2,500	2,818	2,500	2,500	0	2,500	2,500
190	FIN OTHER COMPENSATION	22,349	15,938	7,747	7,869	122	7,869	7,869
200	FIN EMPLOYEE BENEFITS	165,109	170,498	169,742	165,428	(4,314)	165,428	165,428
291	FIN TRAINING & CONFERENCES	7,450	1,650	2,900	2,900	0	2,900	2,900
	TOTAL Personnel Services	**646,430**	**591,378**	**595,977**	**627,954**	**31,977**	**627,954**	**627,954**
	Operations & Maintenance							
301	FIN AUDITING SERVICES	79,900	49,188	45,900	48,900	3,000	48,900	48,900
341	FIN TELEPHONE	1,008	745	0	540	540	540	540
390	FIN OTHER PROFESSIONAL SERVICE	23,693	13,529	1,738	18,238	16,500	18,238	18,238
430	FIN REPAIRS & MAINTENANCE	81	84	431	455	24	455	455
440	FIN RENTAL & LEASES	732	805	432	432	0	432	432
550	FIN PRINTING	1,110	2,237	1,770	1,770	0	1,770	1,770
560	FIN DUES & SUBSCRIPTIONS	615	330	355	355	0	355	355
620	FIN OFFICE SUPPLIES	6,000	4,902	6,000	6,000	0	6,000	6,000
625	FIN POSTAGE	7,560	4,527	5,640	5,100	(540)	5,100	5,100
630	FIN MAINT & REPAIR SUPPLIES	100	25	100	100	0	100	100
690	FIN OTHER NON CAPITAL	100	0	100	100	0	100	100
	TOTAL Operations & Maintenance	**120,899**	**76,954**	**62,466**	**81,990**	**19,524**	**81,990**	**81,990**
	Capital Outlay							
780	FIN INTANGIBLE ASSETS	6,262	4,696	0	0	0	0	0
	TOTAL Capital Outlay	**6,262**	**4,696**	**0**	**0**	**0**	**0**	**0**
	Transfers							
	Debt Service							
	TOTAL FINANCE	**773,591**	**673,028**	**658,443**	**709,944**	**51,501**	**709,944**	**709,944**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: FINANCE		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
14005000 035061	FIN W/COMP & DISABILITY REIMB	6,750.00	.00	.00	.00	.00	.00	
14005000 035063	REIMBURSEMENTS-NONGOVERNMENTAL	4,337.60	100.00	100.00	100.00	100.00	100.00	
14005000 035066	INSURANCE CLAIM REIMBURSEMENT	.00	500.00	500.00	500.00	500.00	500.00	
14005000 035090	FIN MISCELLANEOUS REVENUE	-12,641.69	.00	.00	.00	.00	.00	
TOTAL FINANCE		-1,554.09	600.00	600.00	600.00	600.00	600.00	

Assessing

Town of Derry

Activity Center Narrative, Programs and Activities
FY 2019

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 continues 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 year's 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 our webpage to provide transparent explanations about all assessing matters.

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, 2018 through June 30, 2019

The Assessor's goal for this coming year (April 1, 2018) 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 2017/2018 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 2017, 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.

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).
- <u>USPAP Compliant report:</u> 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.
- <u>Digital Photographs</u>: 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. go to E-Services Assessor's data – online Assessing Information.

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

38	Department: FINANCE DEPT			Activity Center : ASSESSOR				
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	ASR PERMANENT POSITIONS	200,220	96,786	103,017	105,456	2,439	105,456	105,456
140	ASR OVERTIME	225	20	225	225	0	225	225
190	ASR OTHER COMPENSATION	2,852	3,761	1,560	1,800	240	1,800	1,800
200	ASR EMPLOYEE BENEFITS	85,166	42,620	40,516	38,583	(1,933)	38,583	38,583
291	ASR TRAINING & CONFERENCES	3,160	2,630	3,160	3,200	40	3,200	3,200
	TOTAL Personnel Services	**291,623**	**182,017**	**148,478**	**149,264**	**786**	**149,264**	**149,264**
	Operations & Maintenance							
312	ASR ASSESSING	213,418	216,943	295,000	360,000	65,000	360,000	360,000
341	ASR TELEPHONE	768	589	0	0	0	0	0
342	ASR DATA PROCESSING	10,730	10,430	10,640	10,640	0	10,640	10,640
390	ASR OTHER PROFESSIONAL SVS	200	127	200	200	0	200	200
430	ASR REPAIRS & MAINTENANCE	100	0	100	0	(100)	0	0
440	ASR RENTAL & LEASES	490	592	240	240	0	240	240
490	ASR OTHER PROPERTY RELATED SVS	1,000	0	1	1	0	1	1
550	ASR PRINTING	2,100	821	2,100	4,300	2,200	4,300	4,300
560	ASR DUES & SUBSCRIPTIONS	2,930	2,786	3,231	2,776	(455)	2,776	2,776
620	ASR OFFICE SUPPLIES	2,000	1,441	2,000	2,000	0	2,000	2,000
625	ASR POSTAGE	4,892	2,410	2,892	5,322	2,430	5,322	5,322
690	ASR OTHER NON CAPITAL	250	0	1,250	250	(1,000)	250	250
	TOTAL Operations & Maintenance	**238,878**	**236,139**	**317,654**	**385,729**	**68,075**	**385,729**	**385,729**
	Capital Outlay							
	Transfers							
	Debt Service							
	TOTAL ASSESSOR	**530,501**	**418,156**	**466,132**	**534,993**	**68,861**	**534,993**	**534,993**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET

FOR PERIOD 99

ACCOUNTS FOR: ASSESSOR		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
13801000 031850	TIMBER TAX RSA 79.3	3,087.16	4,000.00	4,000.00	2,000.00	2,000.00	2,000.00	
13801000 031860	PAYMENTS IN LIEU OF TAXES	88,724.74	88,400.00	88,400.00	88,400.00	88,400.00	88,400.00	
13803000 033560	NH STATE & FOREST LAND REIM	4,561.30	4,954.00	4,954.00	4,954.00	4,954.00	4,954.00	
13804000 034013	ASR COPY CHARGES	80.50	250.00	250.00	200.00	200.00	200.00	
13804000 034019	RECORDING FEE REVENUE	42.98	100.00	100.00	100.00	100.00	100.00	
13805000 035090	ASR MISCELLANEOUS REVENUE	261.25	300.00	300.00	300.00	300.00	300.00	
TOTAL ASSESSOR		96,757.93	98,004.00	98,004.00	95,954.00	95,954.00	95,954.00	

Tax Collection

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

Department: FINANCE ACTIVITY CENTER: TAX COLLECTION

Department Mission:

To serve the residents of Derry and Town of Derry Departments in an efficient and courteous manner in accordance with New Hampshire state statute and town code. 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; as well as the collection of all town department revenues.

To maintain Tax Collector Certification and 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 & Training, NH Municipal Association and NH Primex.

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, boat registrations, health licenses and fire permits, 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.

To properly record the collection of revenue funds on behalf of the Town and State in a timely manner.

To assure the timely recording of tax liens and redemptions at the Rockingham County Registry of Deeds.

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.

To advise the Town Council of deeded property eligible for disposition in accordance with the State Statute and Town Code.

Department Objectives:

1. To educate customers about the efficient and secure method of making payments with credit card for both online and over the counter transaction.
2. Pursue further training for staff, allowing them to achieve their highest level of professional knowledge.
3. Encourage citizens to seek information available on the Town's webpage to better assist them in their quest for answers.
4. Continue educating tax payers on the process of tax collection, as allowed by state statute, to decrease the number of delinquent tax payers.
5. Strive to keep office costs down while maintaining excellent customer service.

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

42	Department: FINANCE DEPT			Activity Center : TAX COLLECTOR				
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	TAX PERMANENT POSITIONS	251,699	253,758	288,321	299,170	10,849	299,170	299,170
140	TAX OVERTIME	12,839	13,962	10,856	10,866	10	10,866	10,866
190	TAX OTHER COMPENSATION	10,082	15,436	15,119	15,710	591	15,710	15,710
200	TAX EMPLOYEE BENEFITS	113,054	102,652	100,782	97,721	(3,061)	97,721	97,721
291	TAX TRAINING & CONFERENCES	3,870	3,802	3,790	4,060	270	4,060	4,060
	TOTAL Personnel Services	**391,544**	**389,611**	**418,868**	**427,527**	**8,659**	**427,527**	**427,527**
	Operations & Maintenance							
320	TAX LEGAL	36,000	9,721	19,000	15,000	(4,000)	15,000	15,000
340	TAX BANKING SERVICES	3,050	3,245	3,450	3,290	(160)	3,290	3,290
341	TAX TELEPHONE	996	759	0	0	0	0	0
342	TAX DATA PROCESSING	16,100	7,133	1,000	6,500	5,500	6,500	6,500
390	TAX OTHER PROFESSIONAL SVS	28,601	20,367	28,060	28,310	250	28,310	28,310
412	TAX WATER	1,000	0	1,000	500	(500)	500	500
413	TAX SEWER	975	0	650	325	(325)	325	325
430	TAX REPAIRS & MAINTENANCE	0	0	500	10,000	9,500	0	0
440	TAX RENTAL & LEASES	1,336	1,504	1,116	1,176	60	1,176	1,176
490	TAX OTHER PROPERTY RELATED SVS	96,690	99,375	0	0	0	0	0
550	TAX PRINTING	3,500	4,649	3,500	4,500	1,000	4,500	4,500
560	TAX DUES & SUBSCRIPTIONS	40	75	190	190	0	190	190
620	TAX OFFICE SUPPLIES	7,500	7,994	7,500	7,500	0	7,500	7,500
625	TAX POSTAGE	27,025	27,963	27,600	28,845	1,245	28,845	28,845
670	TAX BOOKS & PERIODICALS	100	100	100	100	0	100	100
690	TAX OTHER NON CAPITAL	2,571	426	0	0	0	0	0
820	TAX OTHER EXPENSES	2,100	86	2,100	2,100	0	2,100	2,100
	TOTAL Operations & Maintenance	**227,584**	**183,397**	**95,766**	**108,336**	**12,570**	**98,336**	**98,336**
	Capital Outlay							
750	TAX FURNITURE & FIXTURES	0	3,771	0	0	0	0	0
	TOTAL Capital Outlay	**0**	**3,771**	**0**	**0**	**0**	**0**	**0**
	Transfers							

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

42	Department: FINANCE DEPT				Activity Center : TAX COLLECTOR			
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
960	TAX TFR TO TRUST/AGENCY FUND	273,250	275,287	272,900	275,900	3,000	275,900	275,900
	TOTAL Transfers	**273,250**	**275,287**	**272,900**	**275,900**	**3,000**	**275,900**	**275,900**
Debt Service								
	TOTAL TAX COLLECTOR	**892,378**	**852,066**	**787,534**	**811,763**	**24,229**	**801,763**	**801,763**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: TAX COLLECTOR		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
14201000 031890	BOAT TAX RSA 84.1	11,686.93	8,000.00	8,000.00	11,000.00	11,000.00	11,000.00	
14201000 031900	INT/PEN DELINQ TAXES RSA 76.13	406,563.67	510,000.00	510,000.00	400,000.00	400,000.00	400,000.00	
14201007 031900	INT & PENALTY-DELINQ TAX	.00	.00	.00	.00	.00	.00	
14202001 032201	MOTOR VEHICLE PERMIT DECALS	121,359.00	118,500.00	118,500.00	122,700.00	122,700.00	122,700.00	
14202001 032202	MOTOR VEHICLE REGISTRATION	5,800,293.68	5,250,000.00	5,250,000.00	6,000,000.00	5,800,000.00	5,800,000.00	
14202001 032203	MOTOR VEHICLE TITLE FEE	16,762.00	17,000.00	17,000.00	17,000.00	17,000.00	17,000.00	
14202001 032906 TRIMF	TC TRANSPORTATION IMPROVE FEE	186,435.00	182,000.00	182,000.00	185,000.00	185,000.00	185,000.00	
14202001 032906 WTREC	WASTE TIRE RECLAMATION FEE	107,488.00	109,100.00	109,100.00	109,400.00	109,400.00	109,400.00	
14204000 034013	TAX COPY CHARGES	46.00	200.00	200.00	200.00	200.00	200.00	
14204000 034019	CURR USE RELEASE FEE	.00	100.00	100.00	100.00	100.00	100.00	
14205000 035011	SALE OF TOWN PROPERTY	136.00	.00	.00	.00	.00	.00	
14205000 035012	TAX SALE OF TAXDEEDED PROPERTY	201,660.75	300,000.00	300,000.00	200,000.00	200,000.00	200,000.00	
14205000 035043	TAX MISC & BAD CK FEE REVENUE	-1,319.55	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	
14205000 035063	REIMBURSEMENTS-NONGOVERNMENTAL	299.26	.00	.00	.00	.00	.00	
14205000 035090	TAX MISCELLANEOUS REVENUE	3,884.82	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	
TOTAL TAX COLLECTOR		6,855,295.56	6,498,100.00	6,498,100.00	7,048,600.00	6,848,600.00	6,848,600.00	

Other Municipal Obligations

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

44 Department: FINANCE DEPT — Activity Center : OTHER MUNICIPAL OBLIGATIONS

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
120	OMO TEMP WAGES	720	576	720	720	0	720	720
190	OMO OTHER COMPENSATION	145,505	194,896	420,899	414,972	(5,927)	414,972	414,972
200	OMO BENEFITS	163,805	179,450	246,249	256,753	10,504	247,469	247,469
	TOTAL Personnel Services	**310,030**	**374,922**	**667,868**	**672,445**	**4,577**	**663,161**	**663,161**
	Operations & Maintenance							
320	OMO LEGAL SERVICES	200,000	226,270	150,000	150,000	0	150,000	150,000
330	OMO MANAGEMENT SERVICES	12,724	9,693	12,721	12,723	2	12,723	12,723
390	OMO OTHER PROFESSIONAL SVS	1,168,042	601,309	1,100	2,500	1,400	2,500	2,500
412	OMO HYDRANTS	414,013	414,013	414,013	419,056	5,043	419,056	419,056
480	OMO PROPERTY INSURANCE NOC	289,399	286,987	272,959	235,985	(36,974)	235,985	235,985
830	OMO REGIONAL BUS SERVICE PMT	0	0	0	47,000	47,000	47,000	47,000
	TOTAL Operations & Maintenance	**2,084,178**	**1,549,297**	**850,793**	**867,264**	**16,471**	**867,264**	**867,264**
	Capital Outlay							
800	OMO OTHER EXPENSES	0	0	0	0	0	0	0
	TOTAL Capital Outlay	**0**	**8,248**	**0**	**0**	**0**	**0**	**0**
	Transfers							
910	OMO TFR TO SPECIAL REVENUE	513,500	513,500	21,000	21,000	0	61,000	11,000
930	OMO TFR TO CAPITAL PROJ FUND	1	0	1	1	0	1	1
950	OMO TFR TO ENTERPRISE FUND	0	0	357,258	0	(357,258)	0	0
960	OMO TFR TO CAPITAL RESERVE	91,618	0	0	0	0	250,000	250,000
	TOTAL Transfers	**605,119**	**513,500**	**378,259**	**21,001**	**(357,258)**	**311,001**	**261,001**
	Debt Service							
980	OMO DEBT SERVICE	782,517	782,517	1,521,218	1,942,633	421,415	1,942,633	1,942,633
	TOTAL Debt Service	**782,517**	**782,517**	**1,521,218**	**1,942,633**	**421,415**	**1,942,633**	**1,942,633**
	TOTAL OTHER MUNICIPAL OBLIGATIONS	**3,781,844**	**3,228,484**	**3,418,138**	**3,503,343**	**85,205**	**3,784,059**	**3,734,059**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR:
OTHER MUNICIPAL OBLIGATIONS

Account	Description	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
14403000 033520	NH MEALS & ROOMS TAX	1,703,724.40	1,703,724.00	1,703,724.00	1,703,724.00	1,703,724.00	1,703,724.00	
14403000 033793	INTERGOVERNMENT REIMBURSEMEN	31.56	.00	.00	13,650.00	13,650.00	13,650.00	
14405000 035011	SALE OF TOWN PROPERTY	.00	.00	.00	.00	.00	.00	
14405000 035020	INTEREST REVENUE	217,639.67	220,000.00	220,000.00	264,000.00	264,000.00	289,000.00	
14405000 035020 BRADY	INTEREST REVENUE-WW NOTE	.00	14,610.00	14,610.00	29,658.00	29,658.00	29,658.00	
14405000 035020 CBA	CBA EXP TRUST INT REVENUE	.00	.00	.00	.00	.00	.00	
14405000 035020 DPLCI	INTEREST REVENUE	132.57	.00	.00	.00	.00	.00	
14405000 035020 DPLD	DPL DONATION EXP TRST INT REV	.00	.00	.00	.00	.00	.00	
14405000 035020 EGOV	INTEREST REVENUE	964.45	.00	.00	.00	.00	.00	
14405000 035020 EMEQ	INTEREST REVENUE	.03	.00	.00	.00	.00	.00	
14405000 035020 EMT	INTEREST REVENUE	.00	.00	.00	.00	.00	.00	
14405000 035020 FCR	FIRE CAP RES INTEREST REVENUE	9,190.14	.00	.00	.00	.00	.00	
14405000 035020 FF&E	INTEREST REVENUE	168.48	.00	.00	.00	.00	.00	
14405000 035020 GFCA	INTEREST REVENUE	19,918.78	.00	.00	.00	.00	.00	
14405000 035020 HWYMA	INTEREST REVENUE	1,190.43	.00	.00	.00	.00	.00	
14405000 035020 L&BLD	INTEREST REVENUE	669.68	.00	.00	.00	.00	.00	
14405000 035020 MOORE	TAY LIB-MOORE EXP TRST INT REV	.00	.00	.00	.00	.00	.00	
14405000 035020 PARKF	INTEREST REVENUE	587.14	.00	.00	.00	.00	.00	
14405000 035020 PCR	POL CP CAP RES INTEREST REV	5,557.42	.00	.00	.00	.00	.00	
14405000 035020 PWCR	PUBWKS RES INTEREST REVENUE	9,462.51	.00	.00	.00	.00	.00	
14405000 035020 SPOFF	TAY LIB SPOFFARD EXP TRST INT	.00	.00	.00	.00	.00	.00	
14405000 035020 TLCI	INTEREST REVENUE	1,217.94	.00	.00	.00	.00	.00	

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NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR:
OTHER MUNICIPAL OBLIGATIONS

Account	Description	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
14405000 035020 WESTN	TAY LIB WESTON EXP TRST INT RV	.00	.00	.00	.00	.00	.00	
14405000 035022 DPLCI	GAIN ON FAIR MKT VALUE-INVESTM	-186.10	.00	.00	.00	.00	.00	
14405000 035022 EGOV	GAIN ON FAIR MKT VALUE-INVESTM	-555.80	.00	.00	.00	.00	.00	
14405000 035022 EMT	GAIN ON FAIR MKT VALUE-INVESTM	.00	.00	.00	.00	.00	.00	
14405000 035022 FCR	FIRE CAPRES GAIN ON FMV-INVEST	-5,597.09	.00	.00	.00	.00	.00	
14405000 035022 FF&E	GAIN ON FAIR MKT VALUE-INVESTM	-443.75	.00	.00	.00	.00	.00	
14405000 035022 GFCA	GAIN ON FAIR MKT VALUE-INVESTM	-8,936.08	.00	.00	.00	.00	.00	
14405000 035022 HWYMA	GAIN ON FAIR MKT VALUE-INVESTM	-517.14	.00	.00	.00	.00	.00	
14405000 035022 L&BLD	GAIN ON FAIR MKT VALUE-INVESTM	-1,623.29	.00	.00	.00	.00	.00	
14405000 035022 PARKF	GAIN ON FAIR MKT VALUE-INVESTM	-255.05	.00	.00	.00	.00	.00	
14405000 035022 PCR	GAIN ON FAIR MKT VALUE-INVESTM	-3,272.26	.00	.00	.00	.00	.00	
14405000 035022 PWCR	PW GAIN ON FAIR MKT VAL-INVEST	-4,423.07	.00	.00	.00	.00	.00	
14405000 035022 TLCI	GAIN ON FAIR MKT VALUE-INVESTM	-474.50	.00	.00	.00	.00	.00	
14405000 035063	REIMBURSEMENTS-NONGOVERNMENTAL	2,302.24	.00	.00	.00	.00	.00	
14405000 035090	MISCELLANEOUS REVENUE	66.74	.00	.00	.00	.00	.00	
14406000 039120 DPL	TFR FROM SPECIAL REVENUE FUND	2,746.70	.00	.00	.00	.00	.00	
14406000 039120 TAY	TFR FROM SPECIAL REVENUE FUND	113,797.41	.00	.00	.00	.00	.00	
14406000 039141 MTBE	TFR FROM WATER-MTBE	1,784,297.58	.00	.00	.00	.00	.00	
14406000 039142	TRANSFER FROM CABLE	100,000.00	.00	.00	.00	.00	.00	
14408002 039390	OMO CAPITAL LEASE REVENUE	.00	.00	.00	.00	.00	.00	
14409000 039399	BUDGETARY USE OF FUND BALANCE	.00	650,000.00	1,067,258.00	650,000.00	650,000.00	750,000.00	
14409000 039399 CBA	HEALTH PREM SAV EXP TRS CRF FB	.00	237,000.00	237,000.00	235,000.00	.00	.00	

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: OTHER MUNICIPAL OBLIGATIONS	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
14409000 039399 EGOV BUDGETARY USE OF FUND BALANCE	.00	24,398.00	24,398.00	39,238.00	39,238.00	39,238.00	
14409000 039399 FCR BUDGETARY USE OF FUND BALANCE	.00	249,307.00	249,307.00	494,852.00	494,852.00	494,852.00	
14409000 039399 PCR BUDGETARY USE OF FUND BALANCE	.00	.00	.00	152,251.00	152,251.00	152,251.00	
14409000 039399 PWCR BUDGETARY USE OF FUND BALANCE	.00	95,614.00	95,614.00	386,720.00	386,720.00	386,720.00	
TOTAL OTHER MUNICIPAL OBLIGA	3,947,381.74	3,194,653.00	3,611,911.00	3,969,093.00	3,734,093.00	3,859,093.00	

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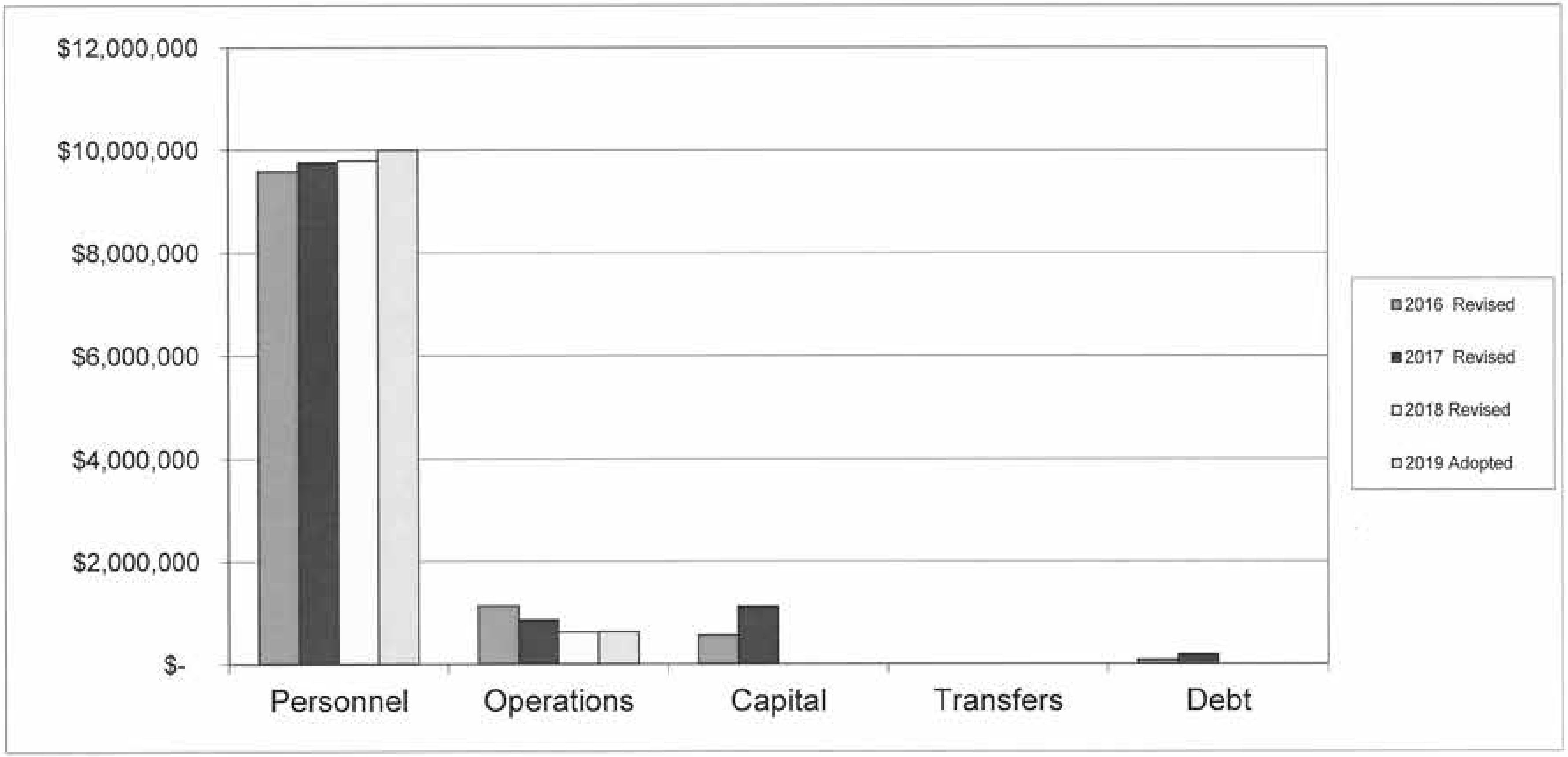
FIRE

Town of Derry, NH
Fire Department Budget Comparison
FY2016 - FY2019



	2016 Revised	2017 Revised	2018 Revised	2019 Adopted	% Change FY18-FY19
Personnel	$ 9,587,679	$ 9,757,258	$ 9,793,068	$ 9,993,962	2.1%
Operations	1,132,352	860,791	630,050	635,404	0.8%
Capital	564,300	1,123,000	-	-	#DIV/0!
Transfers	-	-	-	-	N/A
Debt	76,720	182,228	-	-	#DIV/0!
Total	$ 11,361,051	$ 11,923,277	$ 10,423,118	$ 10,629,366	2.0%

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

DEPARTMENT: Fire	**ACTIVITYCENTER:**

The Core Values of the Derry Fire Department continue to be **E**xcellence through **P**rofessionalism, **I**ntegrity and **C**ompassion.

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 residents, 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 other local contract 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 2019

- 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 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.

In regard 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, 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 community.

The initial budget, as proposed by the Department for FY 2019, 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 daily. 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 ensure 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.

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.

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

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 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 FY18 - 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.

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 2018 - the Department continued to provide 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.

Department Mission and Objectives
Fiscal Year 2019

During FY19, 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.

Communications: The Communications Division (Dispatch) is responsible for all emergency communications and maintaining the municipal fire alarm system. The Dispatch Center is the point of access for citizens in need of emergency and non-emergency services.

Communications is responsible for all communications equipment within the Department; maintaining a series of radio systems to ensure proper notification and efficient emergency operations. This includes the purchase, installation and maintenance of all radio equipment and alarm monitoring systems. Further, dispatch personnel are responsible for maintaining and operating emergency management communications equipment including: changeable message signs, the AM 1610 radio system, social media and the Code Red emergency notification system.

The Communications Division coordinates all communications with emergency response units from the initial alarm receipt through duration of the incident, including coordination of communications and resources with outside agencies and mutual aid responders. Dispatch personnel receive requests for assistance primarily through the New Hampshire E-911 System and then dispatch and manage the appropriate resources to meet the initial request. Throughout the incident - the Dispatch Center obtains and manages requests for additional resources such as additional ambulances, fire apparatus, air medical helicopters etc. Effective and efficient Fire/EMS communications is a critical component in preventing and reducing civilian and firefighter injuries.

In addition to providing fire and EMS dispatch services to the Derry Fire Department, the Town has dispatch contracts with Auburn, Chester, and Windham to provide emergency fire and emergency medical dispatch services. The Bureau also dispatches for the Southern NH Hazardous Materials Mutual Aid District.

The Communications Division is also responsible for maintaining the Town's Municipal Fire Alarm System through a radio and master box 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 Division 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 Communications Division 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 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 a training opportunity for all dispatchers.

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 firefighting. 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 FY19, 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 a national accreditation standards level. The Department achieved accreditation through the Commission on Accreditation of Ambulance Services (CASS) in 1999; we have maintained this accreditation since, with our most recent 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.

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 14 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 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 Team Leaders, Haz-Mat Technicians and 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 Fleet 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 certified by 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.

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

10 & 14 Department: FIRE — Activity Center : PREVENTION & EMERGENCY SVS

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	P&ES PERMANENT POSITIONS	4,001,603	4,097,697	4,683,307	4,932,412	249,105	4,839,374	4,885,893
140	P&ES OVERTIME	838,000	971,396	922,000	922,000	0	922,000	922,000
190	P&ES OTHER COMPENSATION	784,293	822,246	611,851	627,407	15,556	620,589	623,998
200	P&ES EMPLOYEE BENEFITS	3,364,377	3,170,181	3,493,970	3,517,291	23,321	3,435,965	3,476,628
240	P&ES TUITION REIMBURSEMENT	10,000	11,998	15,000	15,000	0	15,000	15,000
291	P&ES TRAINING & CONFERENCES	29,390	25,041	30,650	29,750	(900)	29,750	29,750
292	P&ES UNIFORMS	34,940	34,520	36,290	36,284	(6)	36,284	40,693
	TOTAL Personnel Services	**9,062,603**	**9,133,080**	**9,793,068**	**10,080,144**	**287,076**	**9,898,962**	**9,993,962**
	Operations & Maintenance							
340	P&ES BANKING SERVICES	0	1,151	1,920	1,920	0	1,920	1,920
341	P&ES TELEPHONE	20,160	13,124	5,400	5,400	0	5,400	5,400
342	P&ES DATA PROCESSING	15,296	9,151	3,150	3,150	0	3,150	3,150
355	P&ES PHOTO LABORATORY	200	0	200	200	0	200	200
360	P&ES CUSTODIAL SERVICES	6,200	4,855	6,500	6,500	0	6,500	6,500
390	P&ES OTHER PROFESSIONAL SVS	107,020	88,606	94,082	104,917	10,835	104,917	104,917
410	P&ES ELECTRICITY	28,770	33,808	29,620	29,984	364	29,984	29,984
411	P&ES HVAC	25,480	19,455	25,903	22,795	(3,108)	22,795	22,795
412	P&ES WATER	1,325	1,524	1,350	1,850	500	1,850	1,850
413	P&ES SEWER	3,700	3,768	3,730	4,530	800	4,530	4,530
430	P&ES CONTRACT REPAIR & MAINT	56,260	52,504	74,250	91,580	17,330	91,580	91,580
440	P&ES RENTAL & LEASES	12,224	7,609	4,574	5,474	900	5,474	5,474
490	P&ES OTHER PROPERTY RELATED SV	6,123	5,386	6,253	6,255	2	6,255	6,255
550	P&ES PRINTING	900	509	1,150	1,150	0	1,150	1,150
560	P&ES DUES & SUBSCRIPTIONS	20,079	22,245	22,464	21,732	(732)	21,732	21,732
610	P&ES GENERAL SUPPLIES	82,050	69,641	78,940	82,690	3,750	82,690	82,690
620	P&ES OFFICE SUPPLIES	5,000	3,485	6,200	6,200	0	6,200	6,200
625	P&ES POSTAGE	1,400	544	1,900	1,900	0	1,900	1,900
630	P&ES MAINT & REPAIR SUPPLIES	14,400	14,670	13,400	13,708	308	13,708	13,708

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

10 & 14	Department: FIRE				Activity Center : PREVENTION & EMERGENCY SVS			
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
635	P&ES GASOLINE	4,600	7,497	6,650	6,435	(215)	6,435	6,435
636	P&ES DIESEL FUEL	38,363	34,528	36,450	36,450	0	36,450	36,450
640	P&ES CUSTODIAL & HOUSEKEEPING	12,800	11,740	13,200	13,200	0	13,200	13,200
650	P&ES GROUNDSKEEPING SUPPLIES	1,250	799	1,250	1,250	0	1,250	1,250
660	P&ES VEHICLE REPAIRS	84,800	113,932	82,400	82,400	0	82,400	82,400
670	P&ES BOOKS & PERIODICALS	3,500	1,319	3,200	3,200	0	3,200	3,200
690	P&ES OTHER NON CAPITAL	185,290	161,063	87,144	80,534	(6,610)	80,534	80,534
	TOTAL Operations & Maintenance	**737,190**	**682,911**	**611,280**	**635,404**	**24,124**	**635,404**	**635,404**
Capital Outlay								
720	P&ES BUILDINGS	85,000	21,079	0	0	0	0	0
740	P&ES MACHINERY & EQUIPMENT	0	0	0	0	0	0	0
760	P&ES VEHICLES	1,190,227	1,197,086	0	0	0	0	0
	TOTAL Capital Outlay	**1,275,227**	**1,218,165**	**0**	**0**	**0**	**0**	**0**
Transfers								
Debt Service								
980	P&ES DEBT SERVICE	182,228	76,720	0	0	0	0	0
	TOTAL Debt Service	**182,228**	**76,720**	**0**	**0**	**0**	**0**	**0**
TOTAL PREVENTION & EMERGENCY SVS		**11,257,248**	**11,110,876**	**10,404,348**	**10,715,548**	**311,200**	**10,534,366**	**10,629,366**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR:
PREVENTION & EMERGENCY SVS

Account	Description	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
11002000 032906	P&ES PERMIT & INSPECTION FEES	41,738.00	49,100.00	49,100.00	49,100.00	49,100.00	49,100.00	
11003000 033199	FEDERAL $ PASS THRU STATE	4,543.49	.00	.00	.00	.00	.00	
11003000 033595	P&ES NH STATE REIMBURSEMENT	83.97	.00	.00	.00	.00	.00	
11003000 033793	P&ES INTERGOV REIMBURSEMENT	170,249.84	382,320.00	382,320.00	390,980.00	386,980.00	386,980.00	
11004000 034010	P&ES INCIDENT REPORTS COPIES	1,325.00	1,550.00	1,550.00	1,550.00	1,550.00	1,550.00	
11004000 034010 COLL	DEPT REV CHARGES FOR SERVICE	84,958.24	-250,000.00	-250,000.00	-250,000.00	-250,000.00	-250,000.00	
11004000 034015	P&ES REIMBURSABLE DETAILS	1,680.00	1,960.00	1,960.00	1,960.00	1,960.00	1,960.00	
11005000 035011	P&ES SALE OF TOWN PROPERTY	9,184.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
11005000 035061	P&ES W/COMP & DISABILITY REIMB	54,578.53	55,000.00	55,000.00	55,000.00	55,000.00	55,000.00	
11005000 035063	P&ES REIMBURSEMENT-NON GOV	5,135.36	.00	.00	.00	.00	.00	
11005000 035066	P&ES CLAIM REIMBURSEMENT	15,535.56	.00	.00	.00	.00	.00	
11005000 035090	P&ES MISCELLANEOUS REVENUE	1,623.45	.00	.00	.00	.00	.00	
11008000 039390	P&ES CAPITAL LEASE REVENUE	898,339.00	.00	.00	.00	.00	.00	
11404000 034010	AMB AMBULANCE SERVICE BILLING	1,209,857.62	1,405,000.00	1,405,000.00	1,405,000.00	1,405,000.00	1,455,000.00	
TOTAL PREVENTION & EMERGENCY		2,498,832.06	1,645,930.00	1,645,930.00	1,654,590.00	1,650,590.00	1,700,590.00	

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

16 Department: FIRE — Activity Center : DISPATCH - FIRE & AMB

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	DIS PERMANENT POSITIONS	334,229	284,981	0	0	0	0	0
120	DIS TEMPORARY POSITIONS	20,938	0	0	0	0	0	0
140	DIS OVERTIME	84,000	78,924	0	0	0	0	0
190	DIS OTHER COMPENSATION	29,547	45,786	0	0	0	0	0
200	DIS EMPLOYEE BENEFITS	220,691	175,404	0	0	0	0	0
291	DIS TRAINING & CONFERENCES	3,900	3,824	0	0	0	0	0
292	DIS UNIFORMS	1,350	2,458	0	0	0	0	0
	TOTAL Personnel Services	**694,655**	**591,377**	**0**	**0**	**0**	**0**	**0**
	Operations & Maintenance							
341	DIS TELEPHONE	13,940	10,789	0	0	0	0	0
342	DIS DATA PROCESSING	20,434	16,092	0	0	0	0	0
360	DIS CUSTODIAL SERVICES	300	0	0	0	0	0	0
390	DIS OTHER PROFESSIONAL SVS	820	1,972	0	0	0	0	0
410	DIS ELECTRICITY	850	668	0	0	0	0	0
411	DIS HVAC	423	182	0	0	0	0	0
412	DIS WATER	25	11	0	0	0	0	0
413	DIS SEWER	30	14	0	0	0	0	0
430	DIS REPAIRS & MAINTENANCE	4,430	4,994	0	0	0	0	0
440	DIS RENTAL & LEASES	3,510	3,331	0	0	0	0	0
490	DIS OTHER PROPERTY RELATED SVS	130	72	0	0	0	0	0
550	DIS PRINTING	250	0	0	0	0	0	0
560	DIS DUES & SUBSCRIPTIONS	4,015	6,468	0	0	0	0	0
610	DIS GENERAL SUPPLIES	640	490	0	0	0	0	0
620	DIS OFFICE SUPPLIES	1,200	1,079	0	0	0	0	0
625	DIS POSTAGE	500	514	0	0	0	0	0
630	DIS MAINT & REPAIR SUPPLIES	4,700	6,413	0	0	0	0	0
635	DIS GASOLINE	720	405	0	0	0	0	0
636	DIS DIESEL FUEL	770	286	0	0	0	0	0
640	DIS CUSTODIAL & HOUSEKEEPING	400	159	0	0	0	0	0

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

16 Department: FIRE — Activity Center : DISPATCH - FIRE & AMB

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
660	DIS VEHICLE REPAIRS	1,400	0	0	0	0	0	0
670	DIS BOOKS & PERIODICALS	200	0	0	0	0	0	0
690	DIS OTHER NON CAPITAL	163,448	165,884	0	0	0	0	0
	TOTAL Operations & Maintenance	**223,135**	**219,823**	**0**	**0**	**0**	**0**	**0**
Capital Outlay								
740	DIS MACHINERY & EQUIPMENT	55,000	0	0	0	0	0	0
	TOTAL Capital Outlay	**55,000**	**0**	**0**	**0**	**0**	**0**	**0**
Transfers								
Debt Service								
	TOTAL DISPATCH - FIRE & AMB	**972,790**	**811,200**	**0**	**0**	**0**	**0**	**0**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: DISPATCH - FIRE & AMB		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
11602000 032906	LICENSES,PERMITS & FEES	6,565.00	.00	.00	.00	.00	.00	
11603000 033793	INTERGOVERNMENTAL REIMB	177,011.32	.00	.00	.00	.00	.00	
11604000 034010	DEPT REV CHARGES FOR SERVICE	2,099.75	.00	.00	.00	.00	.00	
11605000 035090	DIS MISCELLANEOUS REVENUE	-169.12	.00	.00	.00	.00	.00	
TOTAL DISPATCH - FIRE & AMB		185,506.95	.00	.00	.00	.00	.00	

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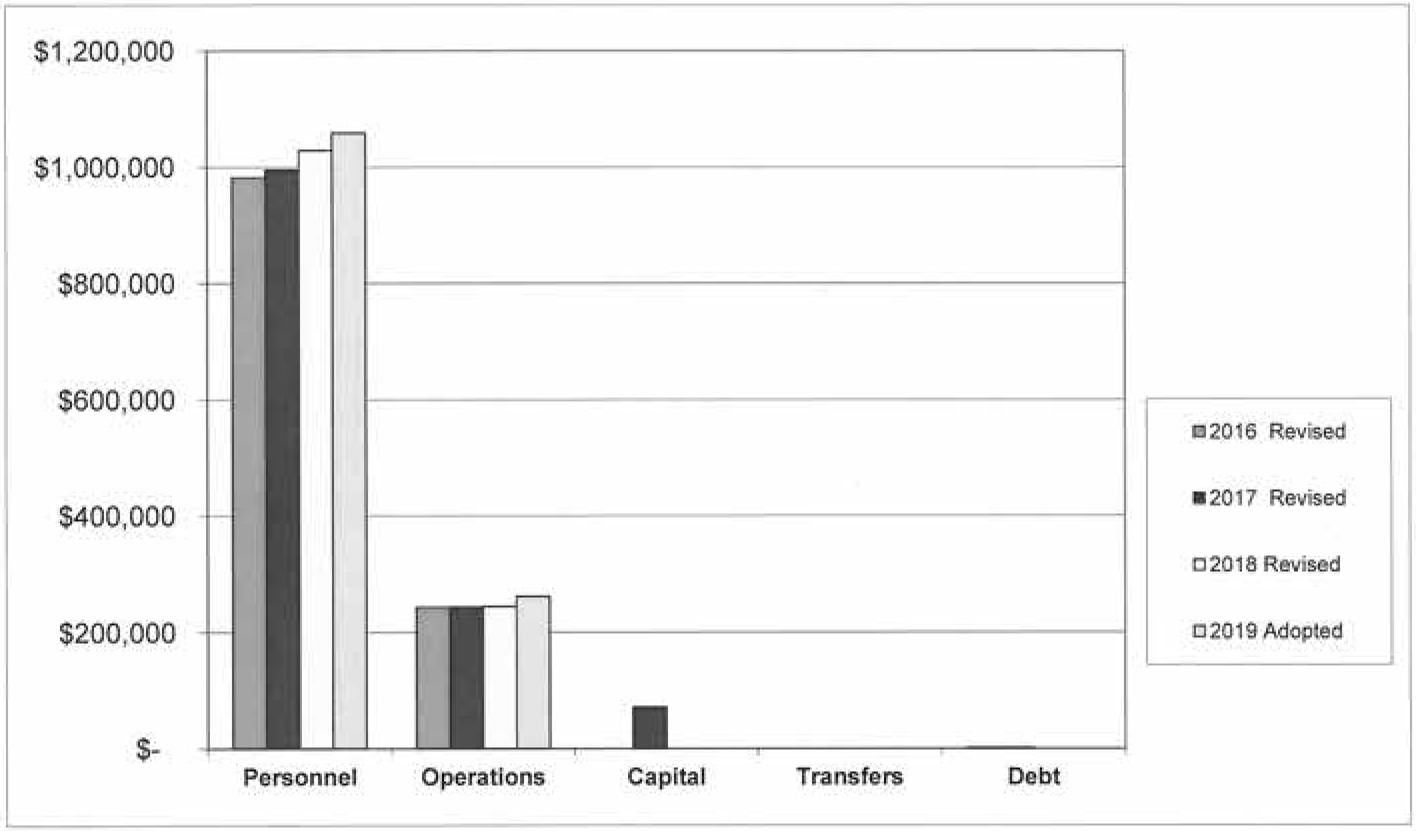
LIBRARIES

DERRY PUBLIC LIBRARY

Town of Derry, NH
Derry Public Library Budget Comparison
FY2016 - FY2019



	2016 Revised	2017 Revised	2018 Revised	2019 Adopted	% Change FY18-FY19
Personnel	$ 982,327	$ 995,160	$ 1,028,671	$ 1,058,102	2.9%
Operations	242,870	243,338	244,552	261,487	6.9%
Capital	-	71,254	-	-	N/A
Transfers	-	-	-	-	N/A
Debt	1,650	1,662	-	-	#DIV/0!
Total	$ 1,252,662	$ 1,311,414	$ 1,273,223	$ 1,319,589	3.6%

Cara Barlow, Derry Public Library

Department Mission and Objectives
Fiscal Year 2019

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.

Cara Barlow, Derry Public Library

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 2019 Budget
Activity Center Summary By Category

04 Department: LIBRARIES — Activity Center : DERRY PUBLIC LIBRARY

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	DPL PERMANENT POSITIONS	699,196	673,530	810,324	818,822	8,498	809,670	809,670
120	DPL TEMPORARY POSITIONS	15,041	32,084	16,000	21,163	5,163	21,163	21,163
190	DPL OTHER COMPENSATION	2,085	1,050	1,355	1,559	204	11,017	11,017
200	DPL EMPLOYEE BENEFITS	192,038	158,438	198,192	228,121	29,929	213,452	213,452
291	DPL TRAINING & CONFERENCES	2,800	4,464	2,800	2,800	0	2,800	2,800
	TOTAL Personnel Services	**911,160**	**870,153**	**1,028,671**	**1,072,465**	**43,794**	**1,058,102**	**1,058,102**
	Operations & Maintenance							
320	DPL LEGAL	0	0	0	5,000	5,000	0	0
341	DPL TELEPHONE	2,160	1,534	1,200	900	(300)	900	900
342	DPL DATA PROCESSING	48,798	47,162	49,892	56,902	7,010	56,902	56,902
390	DPL OTHER PROFESSIONAL SVS	9,810	8,395	13,700	18,778	5,078	15,778	15,778
410	DPL ELECTRICITY	30,000	26,828	28,000	26,000	(2,000)	26,000	26,000
411	DPL HVAC	7,715	7,753	8,000	8,000	0	8,000	8,000
412	DPL WATER	1,200	1,146	1,200	1,000	(200)	1,000	1,000
413	DPL SEWER	600	423	600	600	0	600	600
430	DPL REPAIRS & MAINTENANCE	21,200	29,833	16,954	17,242	288	17,242	17,242
440	DPL RENTALS & LEASES	10,290	10,283	11,226	10,027	(1,199)	10,027	10,027
490	DPL OTH PROPERTY RELATED SVS	91,100	36,144	7,148	7,200	52	7,200	7,200
550	DPL PRINTING	4,500	1,986	3,500	3,500	0	1,500	1,500
560	DPL DUES & SUBSCRIPTIONS	2,155	1,371	1,822	1,878	56	1,878	1,878
610	DPL GENERAL SUPPLIES	10,925	14,794	10,925	11,075	150	11,075	11,075
620	DPL OFFICE SUPPLIES	6,500	5,173	6,500	6,500	0	6,500	6,500
625	DPL POSTAGE	1,000	550	1,000	1,000	0	1,000	1,000
630	DPL MAINT & REPAIR SUPPLIES	2,000	810	2,000	2,000	0	2,000	2,000
640	DPL CUSTODIAL & HOUSEKEEPING	3,500	4,130	3,500	3,500	0	3,500	3,500
650	DPL GROUNDSKEEPING SUPPLIES	500	210	500	500	0	500	500
670	DPL BOOKS & PERIODICALS	75,885	115,237	74,885	82,885	8,000	82,885	82,885
690	DPL OTHER NON-CAPITAL	2,000	7,661	2,000	7,000	5,000	7,000	7,000
	TOTAL Operations & Maintenance	**331,838**	**321,423**	**244,552**	**271,487**	**26,935**	**261,487**	**261,487**

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

04 Department: LIBRARIES — Activity Center : DERRY PUBLIC LIBRARY

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Capital Outlay							
720	DPL BUILDINGS	71,254	71,342	0	0	0	0	0
	TOTAL Capital Outlay	**71,254**	**71,342**	**0**	**0**	**0**	**0**	**0**
	Transfers							
	Debt Service							
980	DPL DEBT SERVICE	1,662	1,657	0	0	0	0	0
	TOTAL Debt Service	**1,662**	**1,657**	**0**	**0**	**0**	**0**	**0**
	TOTAL DERRY PUBLIC LIBRARY	**1,315,914**	**1,264,575**	**1,273,223**	**1,343,952**	**70,729**	**1,319,589**	**1,319,589**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: DERRY PUBLIC LIBRARY	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
10405000 035011 SALE OF TOWN PROPERTY	114.00	.00	.00	.00	.00	.00	
10405000 035063 REIMBURSEMENT-NONGOVERNMENTAL	186.96	.00	.00	.00	.00	.00	
10405000 035090 MISCELLANEOUS REVENUE	1,534.93	.00	.00	.00	.00	.00	
TOTAL DERRY PUBLIC LIBRARY	1,835.89	.00	.00	.00	.00	.00	

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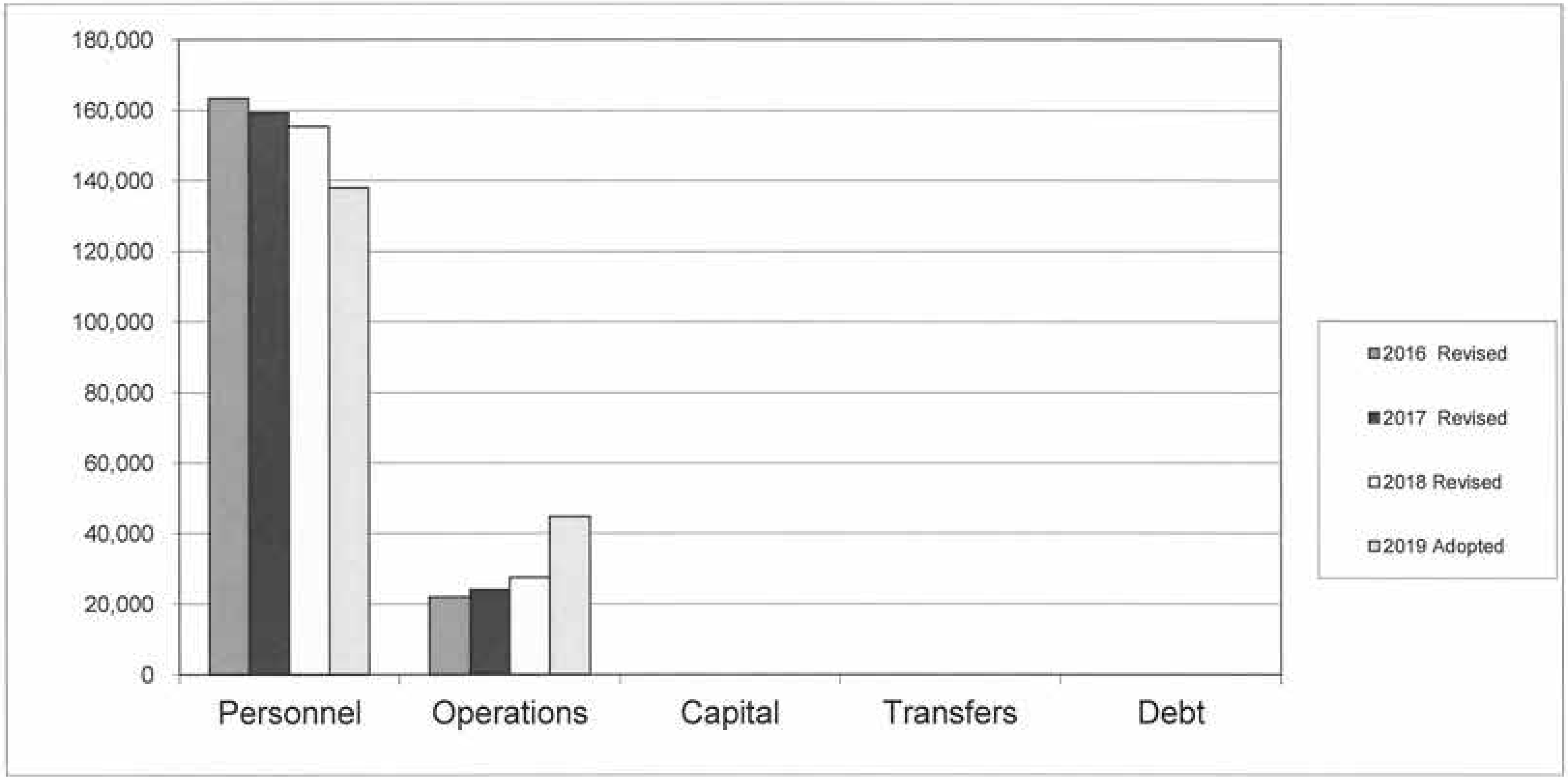
TAYLOR LIBRARY

Town of Derry, NH
Taylor Library Budget Comparison
FY2016 - FY2019



	2016 Revised	2017 Revised	2018 Revised	2019 Adopted	% Change FY18-FY19
Personnel	163,328	$ 159,411	$ 155,375	$ 137,990	-11.2%
Operations	22,015	24,035	27,517	44,822	62.9%
Capital	-	-	-	-	N/A
Transfers	-	-	-	-	N/A
Debt	-	-	-	-	N/A
Total	185,343	183,446	182,892	182,812	0.0%

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

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.

e.) Partner with the large population of Home School Children in town with various monthly programs.

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 2019 Budget
Activity Center Summary By Category

06	Department: LIBRARIES			Activity Center : TAYLOR LIBRARY				
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	TL PERMANENT POSITIONS	85,576	85,812	87,251	83,512	(3,739)	83,512	83,512
120	TL TEMPORARY POSITIONS	27,315	13,529	25,131	28,858	3,727	28,858	28,858
200	TL EMPLOYEE BENEFITS	46,220	41,628	42,493	24,920	(17,573)	24,920	24,920
291	TL TRAINING & CONFERENCES	300	159	500	700	200	700	700
	TOTAL Personnel Services	**159,411**	**141,128**	**155,375**	**137,990**	**(17,385)**	**137,990**	**137,990**
	Operations & Maintenance							
341	TL TELEPHONE	800	718	800	800	0	800	800
342	TL DATA PROCESSING	3,000	3,546	5,000	2,000	(3,000)	2,000	2,000
390	TL OTHER PROFESSIONAL SVS	800	280	900	1,100	200	1,100	1,100
410	TL ELECTRICITY	1,500	1,688	1,500	1,500	0	1,500	1,500
411	TL HVAC	1,755	1,051	1,600	1,600	0	1,600	1,600
412	TL WATER	100	92	100	120	20	120	120
430	TL REPAIRS & MAINTENANCE	2,480	3,812	2,552	11,052	8,500	11,052	11,052
440	TL RENTAL & LEASES	0	0	0	2,400	2,400	2,400	2,400
610	TL GENERAL SUPPLIES	1,950	2,003	2,265	2,400	135	2,400	2,400
620	TL OFFICE SUPPLIES	3,000	1,898	3,000	3,800	800	3,800	3,800
625	TL POSTAGE	100	54	100	100	0	100	100
630	TL MAINT & REPAIR SUPPLIES	250	90	300	350	50	350	350
640	TL CUSTODIAL & HOUSEKEEPING	300	199	400	500	100	500	500
670	TL BOOKS & PERIODICALS	8,000	8,070	9,000	12,000	3,000	12,000	12,000
690	TL OTHER NON CAPITAL	0	0	0	5,100	5,100	5,100	5,100
	TOTAL Operations & Maintenance	**24,035**	**24,988**	**27,517**	**44,822**	**17,305**	**44,822**	**44,822**
	Capital Outlay							
	TOTAL TAYLOR LIBRARY	**183,446**	**166,116**	**182,892**	**182,812**	**(80)**	**182,812**	**182,812**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: TAYLOR LIBRARY	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
10603000 033594 NH STATE GRANT AWARDS	150.00	.00	.00	.00	.00	.00	
10605000 035090 MISCELLANEOUS REVENUE	83.23	.00	.00	.00	.00	.00	
10606000 039160 LIBTR TL TFR FROM LIBRARY TRUST	1,511.72	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	
TOTAL TAYLOR LIBRARY	1,744.95	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	

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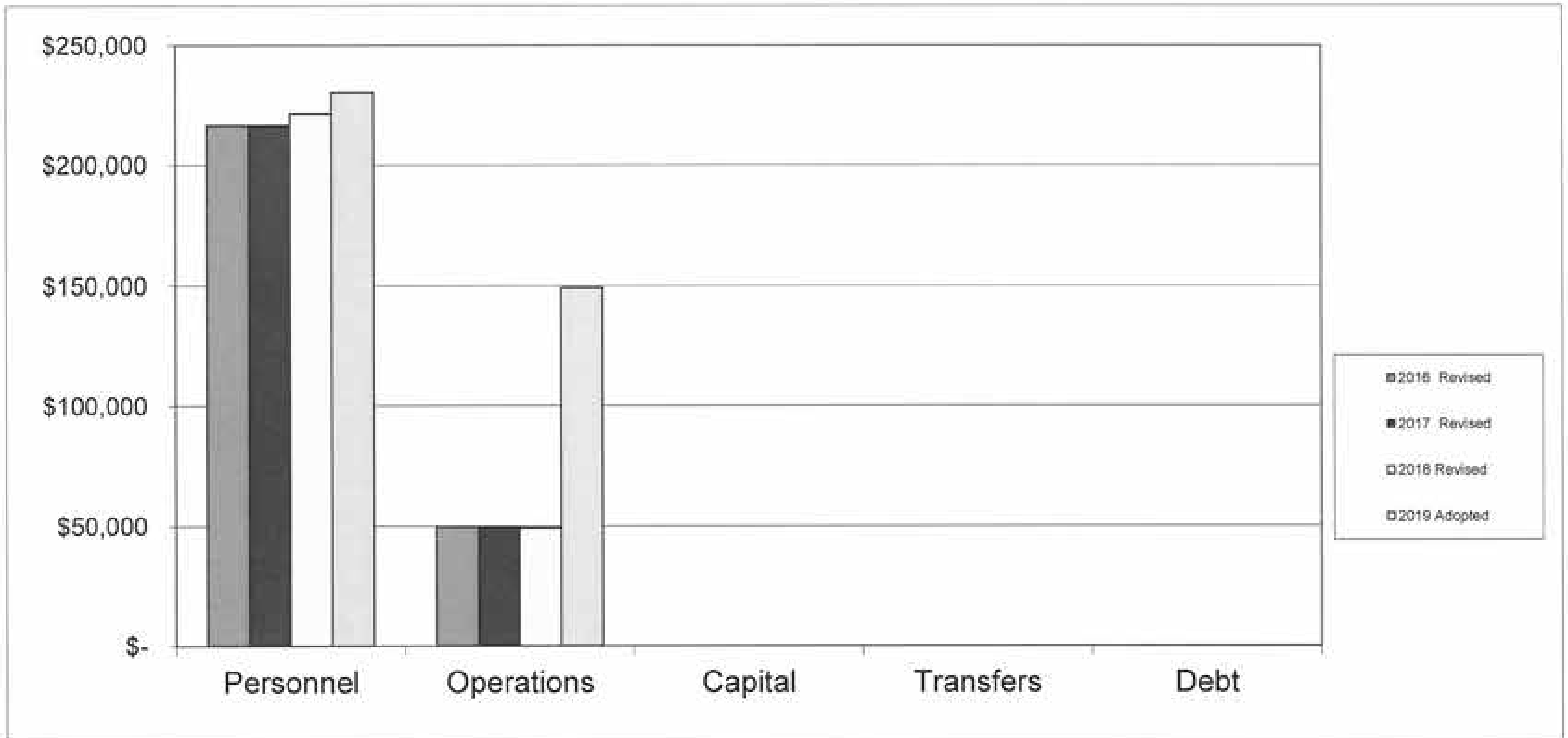
PLANNING

Town of Derry, NH
Planning Department Budget Comparison
FY2016 - FY2019



	2016 Revised	2017 Revised	2018 Revised	2019 Adopted	% Change FY18-FY19
Personnel	$ 216,832	$ 216,914	$ 221,677	$ 230,401	3.8%
Operations	49,555	49,453	49,186	149,237	67.0%
Capital	-	-	-	-	N/A
Transfers	-	-	-	-	N/A
Debt	-	-	-	-	N/A
Total	$ 266,387	$ 266,367	$ 270,863	$ 379,638	40.2%

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.
15. Begin work on updating the 2010 Master Plan.
16. Work with the Planning Board on re-zoning of parcels and review permitted uses in the Commercial and Industrial zones in the vicinity of the proposed Exit 4-A and Madden Road/Folsom Road area.

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

60	Department: PLANNING DEPT				Activity Center : PLANNING			
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	PL PERMANENT POSITIONS	149,573	155,990	162,141	170,289	8,148	170,289	170,289
140	PL OVERTIME	3,300	2,664	3,300	3,300	0	3,300	3,300
190	PL OTHER COMPENSATION	15,244	16,157	7,319	7,589	270	7,589	7,589
200	PL EMPLOYEE BENEFITS	48,097	48,620	48,217	48,523	306	48,523	48,523
291	PL TRAINING & CONFERENCES	700	320	700	700	0	700	700
	TOTAL Personnel Services	**216,914**	**223,751**	**221,677**	**230,401**	**8,724**	**230,401**	**230,401**
	Operations & Maintenance							
310	PL ARCHITECTS/ENGINEERING	20,000	508	20,000	20,000	0	20,000	20,000
330	PL MANAGEMENT SERVICES	0	0	0	100,000	100,000	100,000	100,000
341	PL TELEPHONE	240	116	0	0	0	0	0
390	PL OTHER PROFESSIONAL SERVICES	225	376	225	225	0	225	225
440	PL RENTAL & LEASES	1,848	1,773	600	600	0	600	600
550	PL PRINTING	1,500	989	1,500	1,500	0	1,500	1,500
560	PL DUES & SUBSCRIPTIONS	21,140	20,765	22,286	22,337	51	22,337	22,337
610	PL GENERAL SUPPLIES	200	157	275	275	0	275	275
620	PL OFFICE SUPPLIES	1,500	972	1,500	1,500	0	1,500	1,500
625	PL POSTAGE	2,800	2,396	2,800	2,800	0	2,800	2,800
	TOTAL Operations & Maintenance	**49,453**	**28,052**	**49,186**	**149,237**	**100,051**	**149,237**	**149,237**
	Capital Outlay							
	Transfers							
	Debt Service							
	TOTAL PLANNING	**266,367**	**251,804**	**270,863**	**379,638**	**108,775**	**379,638**	**379,638**

NEXT YEAR BUDGET COMPARISON REPORT

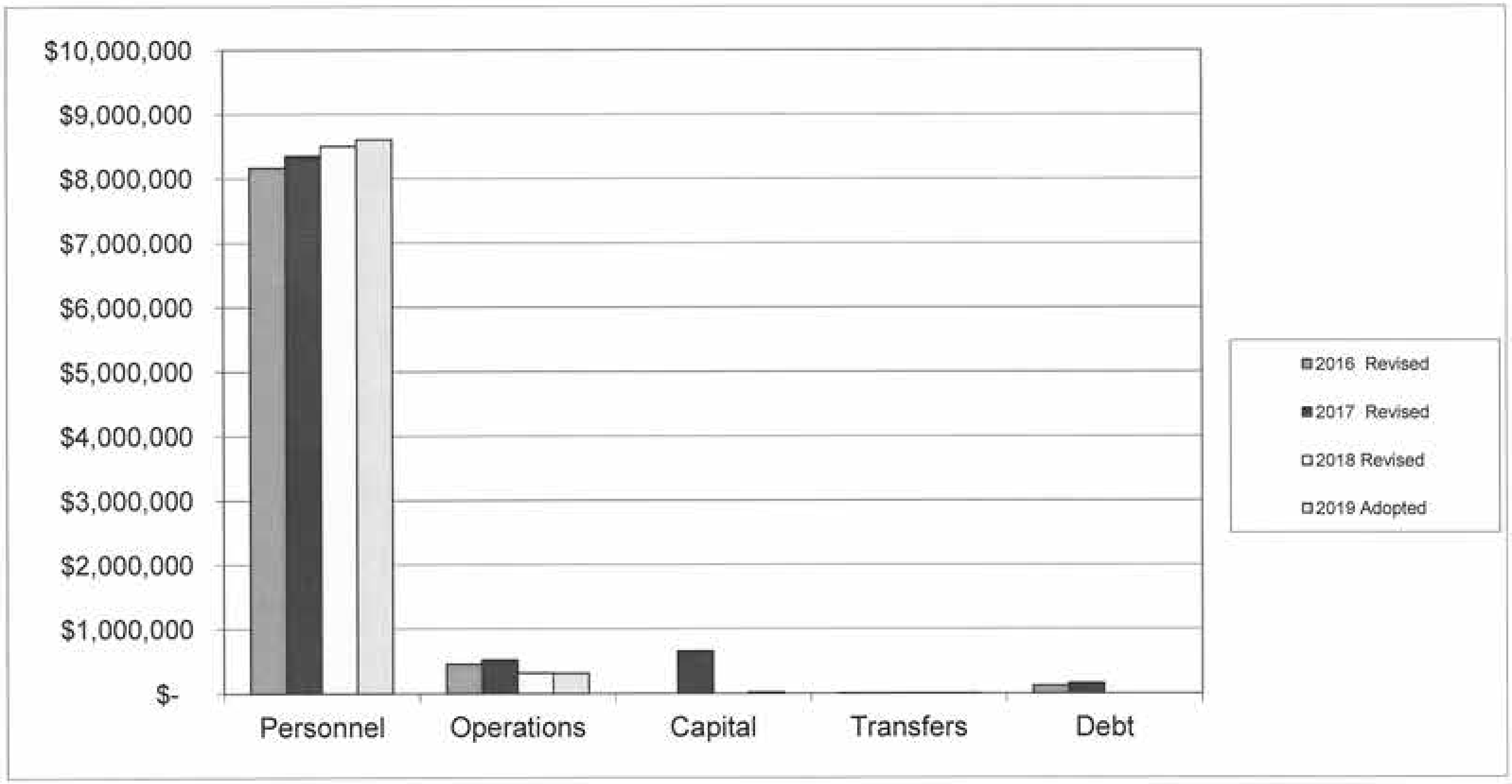
PROJECTION: 2019 FY2019 BUDGET

FOR PERIOD 99

ACCOUNTS FOR: PLANNING		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
16004000 034010	PLANNING APPLICATION FEES	9,783.86	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	
16004000 034013	PL COPY CHARGES	42.00	150.00	150.00	150.00	150.00	150.00	
16004000 034014	PL REVIEW/OUTSIDE CONSULTING	507.97	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	
16005000 035090	PL MISCELLANEOUS REVENUE	326.41	300.00	300.00	300.00	300.00	300.00	
TOTAL PLANNING		10,660.24	32,450.00	32,450.00	32,450.00	32,450.00	32,450.00	

Police

Town of Derry, NH
Police Department Budget Comparison
FY2016 - FY2019



	2016 Revised	2017 Revised	2018 Revised	2019 Adopted	% Change FY18-FY19
Personnel	$ 8,164,495	$ 8,350,925	$ 8,501,297	$ 8,603,236	1.2%
Operations	453,241	520,985	318,111	315,908	-0.7%
Capital	-	652,530	-	16,210	N/A
Transfers	3,000	3,000	3,000	3,000	0.0%
Debt	121,276	159,584	-	-	#DIV/0!
Total	$ 8,742,012	$ 9,687,024	$ 8,822,408	$ 8,938,354	1.3%

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

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 vacancies that exist in our ranks.

   As of this writing there are no vacancies for police officers, one vacancy for a dispatcher and one part-time vacancy for a clerical person. 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 currently have four new officers in the Police Academy. They will graduate in April and after field training be ready for Patrol Assignments in August of 2018.

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

   We continue to review and update policies toward our long-standing goal of meeting national standards. Our efforts pertaining to this goal have been hampered over the last year because of the ongoing vacancies in our ranks. As we move through the next year and come to full strength, we hope to assign staff to devote more time to the efforts

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

   Recently we were able to assign an officer back into the middle school SRO position. The position had been vacant for almost two years due to staffing deficiencies. We look forward to reconstituting the program in our middle schools as we move into 2018.

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. We are fortunate that we currently take part in a county-wide initiative and can dedicate staff to assist on a regional basis with cybercrime investigations. As a result, we gain valuable training for our staff and receive reimbursement from the federal government for our officer's time dedicated to those initiatives.

Department Mission and Objectives
Fiscal Year 2019

Department: Police

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

   We are excited that this coming summer we should be staffed adequately enough to allow for the assignment of officers to our bike patrol program. Unfortunately, those assignments have been difficult to make for the last several years. We look forward to our officers providing this valuable service.

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 2019 Budget
Activity Center Summary By Category

20	Department: POLICE & ANIMAL CONTROL DEPT			Activity Center : POLICE				
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	POL PERMANENT POSITIONS	4,386,510	4,172,826	4,646,812	4,984,498	337,686	4,841,578	4,841,578
140	POL OVERTIME	748,130	712,082	653,331	677,221	23,890	677,221	677,221
190	POL OTHER COMPENSATION	393,523	373,393	349,671	343,476	(6,195)	336,408	336,408
200	POL EMPLOYEE BENEFITS	2,627,440	2,282,050	2,702,926	2,711,046	8,120	2,595,864	2,595,864
240	POL TUITION REIMBURSEMENT	5,000	8,762	5,000	5,000	0	5,000	5,000
291	POL TRAINING & CONFERENCES	13,020	12,740	14,215	15,385	1,170	15,385	15,385
292	POL UNIFORMS	58,075	32,365	55,062	63,336	8,274	55,086	55,086
	TOTAL Personnel Services	**3,231,698**	**7,594,218**	**8,427,017**	**8,799,962**	**372,945**	**8,526,542**	**8,526,542**
	Operations & Maintenance							
341	POL TELEPHONE	33,280	24,478	0	0	0	0	0
342	POL DATA PROCESSING	61,975	48,848	16,000	5,678	(10,322)	5,678	5,678
390	POL OTHER PROFESSIONAL SERVICE	22,840	10,349	20,790	15,269	(5,521)	15,269	15,269
410	POL ELECTRICITY	30,696	29,486	30,684	29,496	(1,188)	29,496	29,496
411	POL HVAC	7,560	8,137	7,560	7,500	(60)	7,500	7,500
430	POL REPAIRS & MAINTENANCE	14,083	9,566	13,524	14,173	649	14,173	14,173
440	POL RENTAL & LEASES	26,440	23,190	2,440	3,440	1,000	3,440	3,440
490	POL OTHER PROPERTY RELATED SVS	2,000	100	2,000	2,100	100	2,100	2,100
550	POL PRINTING	5,300	3,656	3,900	3,900	0	3,900	3,900
560	POL DUES & SUBSCRIPTIONS	12,908	13,715	13,082	12,040	(1,042)	12,040	12,040
610	POL GENERAL SUPPLIES	50,504	45,372	49,570	51,996	2,426	51,996	51,996
620	POL OFFICE SUPPLIES	11,000	9,299	8,500	8,500	0	8,500	8,500
625	POL POSTAGE	4,000	3,486	4,000	4,250	250	4,250	4,250
630	POL MAINT & REPAIR SUPPLIES	4,969	4,921	2,624	5,580	2,956	5,580	5,580
635	POL GASOLINE	67,000	46,370	77,500	72,675	(4,825)	72,675	72,675
660	POL VEHICLE REPAIRS	35,310	27,603	35,612	37,303	1,691	37,303	37,303
670	POL BOOKS & PERIODICALS	1,960	2,648	1,960	1,684	(276)	1,684	1,684
690	POL OTHER NON CAPITAL	118,386	133,606	15,400	26,029	10,629	26,029	26,029
	TOTAL Operations & Maintenance	**510,211**	**444,831**	**305,146**	**301,613**	**(3,533)**	**301,613**	**301,613**

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

20	Department: POLICE & ANIMAL CONTROL DEPT				Activity Center : POLICE			
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Capital Outlay							
720	POL BUILDINGS	45,000	27,650	0	16,210	16,210	16,210	16,210
740	POL MACHINERY & EQUIPMENT	79,530	79,105	0	0	0	0	0
760	POL VEHICLES	528,000	460,926	0	0	0	0	0
	TOTAL Capital Outlay	**652,530**	**567,681**	**0**	**16,210**	**16,210**	**16,210**	**16,210**
	Transfers							
910	POL TFR TO SPECIAL REVENUE	3,000	263	3,000	3,000	0	3,000	3,000
	TOTAL Transfers	**3,000**	**263**	**3,000**	**3,000**	**0**	**3,000**	**3,000**
	Debt Service							
980	POL DEBT SERVICE	159,584	6,549	0	0	0	0	0
	TOTAL Debt Service	**159,584**	**6,549**	**0**	**0**	**0**	**0**	**0**
	TOTAL POLICE	**9,557,023**	**8,613,543**	**8,735,163**	**9,120,785**	**385,622**	**8,847,365**	**8,847,365**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: POLICE		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
12002000 032907	POLICE PISTOL PERMIT REVENUE	6,250.00	4,670.00	4,670.00	2,400.00	2,400.00	2,400.00	
12003000 033190	FEDERAL REIMBURSEMENT	.00	.00	.00	.00	.00	.00	
12003000 033190 VEST	POL FEDERAL GRANT AWARDS	10,390.00	6,800.00	6,800.00	2,800.00	2,800.00	2,800.00	
12003000 033199	FEDERAL $ PASS THRU STATE	9,736.47	1,000.00	1,000.00	500.00	500.00	500.00	
12003000 033593	POL NH WITNESS FEES	4,934.65	5,500.00	5,500.00	4,500.00	4,500.00	4,500.00	
12003000 033595	POL NH STATE REIMBURSEMENTS	3,155.79	1,330.00	1,330.00	1,300.00	1,300.00	1,300.00	
12003000 033793	POL INTERGOV REIMBURSEMENT	1,950.00	2,144.00	2,144.00	2,208.00	2,208.00	2,208.00	
12004000 034010	POLICE CHARGES-NON SPEC DETAIL	7,245.00	7,000.00	7,000.00	1,750.00	1,750.00	1,750.00	
12004000 034013	POL COPY CHARGES	10,564.00	11,200.00	11,200.00	10,500.00	10,500.00	10,500.00	
12004000 034015	REIMBURSED POLICE DETAIL REV	152,062.50	.00	.00	.00	.00	.00	
12004000 034015 CAR	CRUISER REIMBURSEMENT/DETAILS	26,142.87	.00	.00	.00	.00	.00	
12005000 035011	POL SALE OF TN PROPERTY	54,207.51	2,500.00	2,500.00	4,075.00	4,075.00	4,075.00	
12005000 035040	DIST.COURT FINES & SETTLMNT	5,878.06	4,625.00	4,625.00	5,500.00	5,500.00	5,500.00	
12005000 035042	POL PARKING TICKETS/FINES	10,880.00	8,615.00	8,615.00	8,740.00	8,740.00	8,740.00	
12005000 035061	POL W/COMP & DISABILITY REIMB	37,860.02	32,375.00	32,375.00	33,560.00	33,560.00	33,560.00	
12005000 035062	POL RESTITUTION REIMBURSEMENT	436.06	.00	.00	375.00	375.00	375.00	
12005000 035063	POL REIMBURSEMENT-NON GOV	551.51	.00	.00	.00	.00	.00	
12005000 035066	INSURANCE CLAIM REIMBURSEMENT	1,697.32	.00	.00	1.00	1.00	1.00	
12005000 035090	POL MISCELLANEOUS REVENUE	9,618.51	500.00	500.00	500.00	500.00	500.00	
12008000 039390	POL CAPITAL LEASE REVENUE	357,516.45	.00	.00	.00	.00	.00	
12009000 039399 PCR	USE POLICE CAP PLAN CAP RESERV	.00	7,389.00	7,389.00	.00	.00	.00	
TOTAL POLICE		711,076.72	95,648.00	95,648.00	78,709.00	78,709.00	78,709.00	

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Animal Control

Town of Derry, NH

Activity Center Narrative, Programs and Activities
FY 2019

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 service to the community.

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

22 Department: POLICE & ANIMAL CONTROL DEPT — Activity Center : ANIMAL CONTROL

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	AC PERMANENT POSITIONS	38,958	41,497	44,864	48,155	3,291	48,155	48,155
140	AC OVERTIME	330	327	667	727	60	727	727
190	AC OTHER COMPENSATION	1,683	2,897	780	780	0	780	780
200	AC EMPLOYEE BENEFITS	27,656	26,966	27,369	26,432	(937)	26,432	26,432
291	AC TRAINING & CONFERENCES	200	140	200	200	0	200	200
292	AC UNIFORMS	400	351	400	400	0	400	400
	TOTAL Personnel Services	**69,227**	**72,178**	**74,280**	**76,694**	**2,414**	**76,694**	**76,694**
	Operations & Maintenance							
341	AC TELEPHONE	684	493	0	0	0	0	0
390	AC OTHER PROFESSIONAL SERVICES	2,760	3,235	5,760	6,600	840	6,600	6,600
410	AC ELECTRICITY	1,700	1,559	1,575	1,575	0	1,575	1,575
411	AC HVAC	3,000	1,729	3,000	3,000	0	3,000	3,000
550	AC PRINTING	600	339	600	600	0	600	600
560	AC DUES & SUBSCRIPTIONS	0	40	0	40	40	40	40
610	AC GENERAL SUPPLIES	300	451	300	300	0	300	300
620	AC OFFICE SUPPLIES	180	99	180	180	0	180	180
630	AC MAINT & REPAIR SUPPLIES	150	0	150	150	0	150	150
635	AC GASOLINE	0	0	0	450	450	450	450
660	AC VEHICLE REPAIRS	1,400	89	1,400	1,400	0	1,400	1,400
	TOTAL Operations & Maintenance	**10,774**	**8,034**	**12,965**	**14,295**	**1,330**	**14,295**	**14,295**
	Capital Outlay							
	Transfers							
	Debt Service							
	TOTAL ANIMAL CONTROL	**80,001**	**80,212**	**87,245**	**90,989**	**3,744**	**90,989**	**90,989**

NEXT YEAR BUDGET COMPARISON REPORT

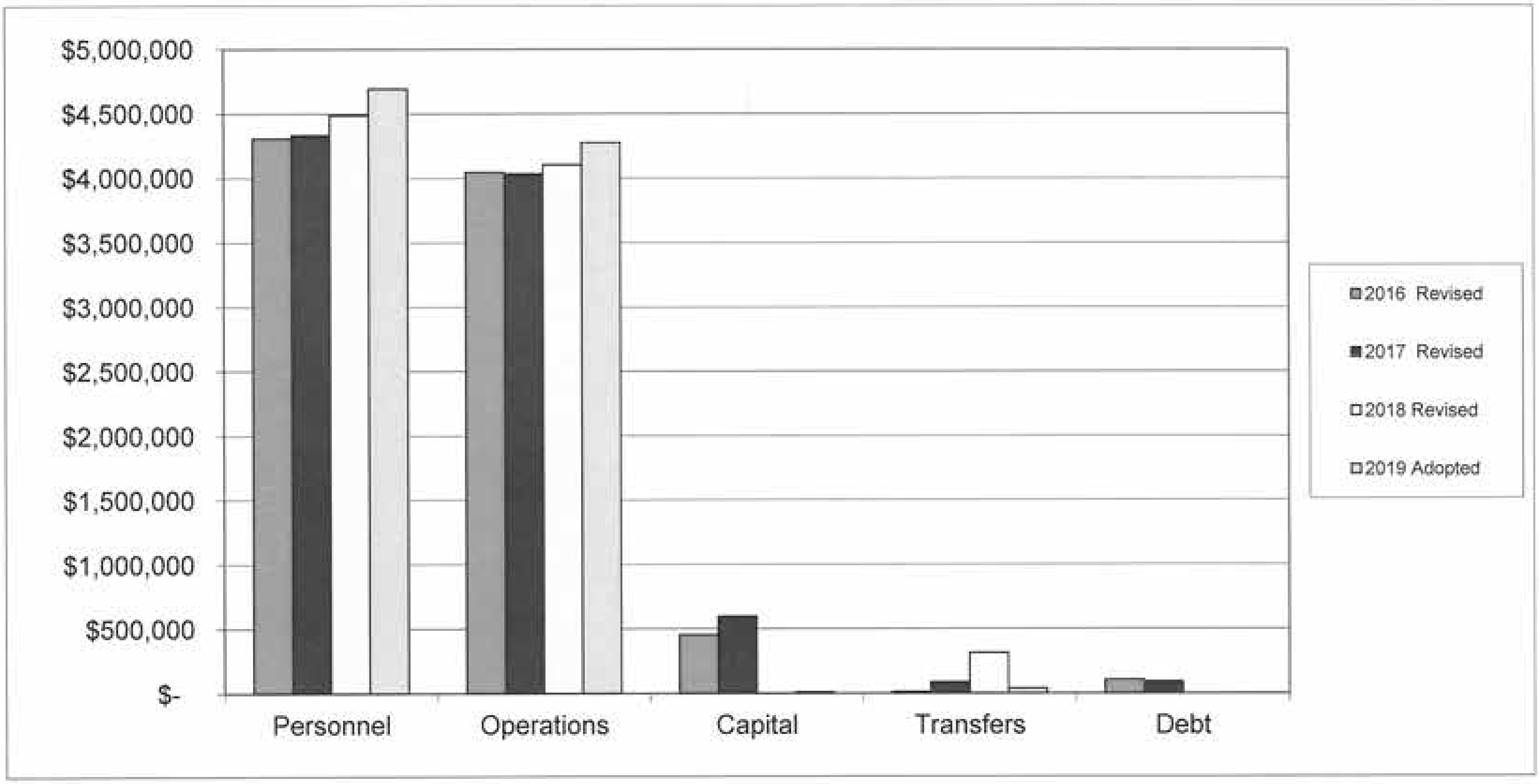
PROJECTION: 2019 FY2019 BUDGET

FOR PERIOD 99

ACCOUNTS FOR: ANIMAL CONTROL		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
12204000 034011	DOG KENNEL/BOARDING FEE	1,360.00	1,532.00	1,532.00	1,320.00	1,320.00	1,320.00	______
12205000 035040	DOG LICENSE FINES	4,430.00	3,575.00	3,575.00	4,000.00	4,000.00	4,000.00	______
TOTAL ANIMAL CONTROL		5,790.00	5,107.00	5,107.00	5,320.00	5,320.00	5,320.00	______

PUBLIC WORKS

Town of Derry, NH
Public Works Department Budget Comparison
FY2016 - FY2019



	2016 Revised	2017 Revised	2018 Revised	2019 Adopted	% Change FY18-FY19
Personnel	$ 4,305,806	$ 4,331,645	$ 4,488,867	$ 4,692,685	4.5%
Operations	4,046,030	4,033,529	4,102,635	4,273,707	4.2%
Capital	453,571	595,001	1	10,001	1000000.0%
Transfers	13,201	88,201	313,201	38,201	-87.8%
Debt	106,626	92,330	-	-	#DIV/0!
Total	$ 8,925,234	$ 9,140,706	$ 8,904,704	$ 9,014,594	1.2%

Excludes Wastewater and Water

Highway and Streets

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

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 5 roadway segments at a cost of $317,771.
2. Mill and overlay of 10 roadway segments at a cost of $997,598.
3. Shim and overlay of 6 roadway segments at a cost of $135,100.
4. Inspection of outfalls in the storm water collection system with cooperation from the Environmental Engineer.
5. Work closely with the School Department, Civic Groups, and Town Departments to further implement the NPDES Phase II goals.
6. Continued cooperation with all Town departments to complete projects in a cost-effective manner.
7. Replacement of a 2004 6 wheel dump truck at a cost of $180,000.
8. Replacement of a 1997 Navistar Lo-Pro truck with a new One Ton with Front Plow and Wing Plow at a cost of $110,000.00.
9. Replacement of a 2007 F-350 Utility Truck at a cost of $40,000.00.
10. Engineering for replacement of a multi-barrel crossing with a precast ridged frame (bridge) on North Shore Rd (Island pond) at a cost of $85,000.00
11. Replacement of a 2007 Case Loader at a cost of $235,000.00

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
84	Department: PUBLIC WORKS DEPT			Activity Center : HIGHWAYS & STREETS				
	Personnel Services							
110	HWY PERMANENT POSITIONS	796,193	800,938	838,442	856,135	17,693	856,135	856,135
120	HWY TEMPORARY POSITIONS	13,000	7,561	30,996	10,000	(20,996)	10,000	10,000
140	HWY OVERTIME	182,300	182,332	115,200	128,600	13,400	128,600	128,600
190	HWY OTHER COMPENSATION	45,969	45,868	25,819	23,057	(2,762)	23,057	23,057
200	HWY EMPLOYEE BENEFITS	390,264	415,958	403,249	428,517	25,268	428,517	428,517
291	HWY TRAINING & CONFERENCES	4,120	3,052	4,720	4,720	0	4,720	4,720
292	HWY UNIFORMS	6,977	7,336	7,484	7,484	0	7,484	7,484
	TOTAL Personnel Services	**1,438,823**	**1,463,043**	**1,425,910**	**1,458,513**	**32,603**	**1,458,513**	**1,458,513**
	Operations & Maintenance							
		0	0	578,085	0	(578,085)	0	0
310	HWY ARCHITECTS/ENGINEERING	60,941	55,855	7,500	7,500	0	7,500	7,500
341	HWY TELEPHONE	5,493	5,345	3,715	3,705	(10)	3,705	3,705
342	HWY DATA PROCESSING	1,400	0	0	0	0	0	0
390	HWY OTHER PROFESSIONAL SVS	1,220	11,667	1,220	1,220	0	1,220	1,220
410	HWY ELECTRICITY	96,454	102,579	84,847	95,681	10,834	95,681	95,681
411	HWY HVAC	7,800	5,394	7,000	6,600	(400)	6,600	6,600
412	HWY WATER	400	321	400	400	0	400	400
413	HWY SEWER	448	435	448	448	0	448	448
430	HWY REPAIRS & MAINTENANCE	1,575,435	1,273,814	1,567,820	1,568,674	854	1,568,674	1,568,674
440	HWY RENTAL & LEASES	1,272	1,225	24	24	0	24	24
490	HWY OTHER PROPERTY RELATED SVS	343,270	343,271	259,800	259,800	0	259,800	259,800
550	HWY PRINTING	1,400	756	1,150	1,150	0	1,150	1,150
560	HWY DUES & SUBSCRIPTIONS	2,158	2,457	2,158	2,158	0	2,158	2,158
610	HWY GENERAL SUPPLIES	6,500	8,007	6,500	6,500	0	6,500	6,500
620	HWY OFFICE SUPPLIES	1,798	1,032	1,298	1,298	0	1,298	1,298
625	HWY POSTAGE	250	506	250	250	0	250	250
630	HWY MAINT & REPAIR SUPPLIES	278,881	275,926	227,095	232,450	5,355	232,450	232,450
635	HWY GASOLINE	2,160	2,512	2,700	2,430	(270)	2,430	2,430
636	HWY DIESEL FUEL	57,750	43,463	47,250	47,250	0	47,250	47,250

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

84 Department: PUBLIC WORKS DEPT — Activity Center : HIGHWAYS & STREETS

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
690	HWY OTHER NON CAPITAL	0	6,778	0	5,600	5,600	5,600	5,600
	TOTAL Operations & Maintenance	**2,445,030**	**2,142,902**	**2,799,260**	**2,243,138**	**(556,122)**	**2,243,138**	**2,243,138**
	Capital Outlay							
740	HWY MACHINERY & EQUIPMENT	255,990	274,491	0	0	0	0	0
750	HWY FURNITURE & FIXTURES	0	0	0	0	0	0	0
760	HWY VEHICLES	35,000	34,295	0	0	0	0	0
	TOTAL Capital Outlay	**290,990**	**308,786**	**0**	**0**	**0**	**0**	**0**
	Transfers							
930	HWY TFR TO CAPITAL PROJECT	75,000	0	300,000	0	(300,000)	0	0
960	HWY TFR TO TRUST/AGENCY FUND	0	0	0	0	0	0	25,000
	TOTAL Transfers	**75,000**	**0**	**300,000**	**0**	**(300,000)**	**0**	**25,000**
	Debt Service							
980	HWY DEBT SERVICE	50,513	42,461	0	0	0	0	0
	TOTAL Debt Service	**50,513**	**42,461**	**0**	**0**	**0**	**0**	**0**
	TOTAL HIGHWAYS & STREETS	**4,300,356**	**3,957,192**	**4,525,170**	**3,701,651**	**(823,519)**	**3,701,651**	**3,726,651**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET

FOR PERIOD 99

ACCOUNTS FOR: HIGHWAYS & STREETS		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
18403000 033530	NH HIGHWAY BLOCK GRANT REVENUE	666,352.02	647,996.00	1,226,081.30	647,996.00	647,996.00	647,996.00	
18403000 033594	HWY NH STATE GRANT AWARDS	.00	22,700.00	22,700.00	.00	.00	.00	
18403000 033793	HWY INTERGOVERNMENTAL REIMB	4,768.47	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	
18404000 034016	PWD INSPECTION FEES	39,947.47	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	
18405000 035011	HYW SALE OF TOWN PROPERTY	65,415.00	50,000.00	50,000.00	95,000.00	95,000.00	95,000.00	
18405000 035061	HWY W/COMP & DISABILITY REIMB	.00	.00	.00	.00	.00	.00	
18405000 035062	HWY RESTITUTION REIMBURSEMENT	1,911.00	.00	.00	.00	.00	.00	
18405000 035063	HWY REIMBURSEMENT-NONGOVERNMEN	4,967.47	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	
18405000 035066	INSURANCE CLAIM REIMBURSEMENT	.00	.00	.00	.00	.00	.00	
18405000 035090	HWY MISCELLANEOUS REVENUE	2,385.59	.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	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	
18408000 039390	HWY CAPITAL LEASE REVENUE	264,417.48	.00	.00	.00	.00	.00	
18409000 039399 PWCR	HWY USE PWCR COMMITED FUND BAL	.00	300,000.00	300,000.00	.00	.00	.00	
TOTAL HIGHWAYS & STREETS		1,212,164.50	1,223,696.00	1,801,781.30	945,996.00	945,996.00	945,996.00	

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Transfer Station

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

DEPARTMENT: PUBLIC WORKS ACTIVITY CENTER: TRANSFER STATION

DEPARTMENT MISSION:

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.

DEPARTMENT OBJECTIVES:

1. Continuing improvement of the Town's Recycling Program and to strive for a 40% recycling rate from Derry's Waste Stream.
2. Provide residents with a viable option to dispose of virtually all types of solid waste including construction and demolition debris.
3. Continue to utilize the Reclamation Trust Fund to handle vehicle wastes and finance recycling projects.
4. Continue to improve revenue stream for commodities such as scrap iron, cardboard, newspaper. Also, stabilize new markets and revenues for aluminum cans.
5. Continue to collect and manage universal wastes including batteries, tires, waste oil and other products.
6. Participation in education of recycling efforts to residents, schools and civic organizations.
7. Continue to support employee solid waste certification through regular training.
8. Host Household Hazardous Waste Day in Spring 2019. Collaborate with Londonderry for their Fall 2018 event.

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

88 Department: PUBLIC WORKS DEPT — Activity Center : TRANSFER STATION

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	TS PERMANENT POSITIONS	360,297	336,068	375,953	426,175	50,222	426,175	426,175
140	TS OVERTIME	15,000	102,015	33,000	34,000	1,000	34,000	34,000
190	TS OTHER COMPENSATION	14,072	13,217	5,830	6,335	505	6,335	6,335
200	TS EMPLOYEE BENEFITS	190,833	209,570	202,233	239,645	37,412	239,645	239,645
291	TS TRAINING & CONFERENCES	800	851	800	800	0	800	800
292	TS UNIFORMS	2,934	3,352	3,298	3,298	0	3,298	3,298
	TOTAL Personnel Services	**583,936**	**706,516**	**621,114**	**710,253**	**89,139**	**710,253**	**710,253**
	Operations & Maintenance							
310	TS ARCHITECT/ENGINEERING	4,031	0	8,152	8,152	0	8,152	8,152
341	TS TELEPHONE	1,176	1,049	420	540	120	540	540
342	TS DATA PROCESSING	2,350	254	0	0	0	0	0
390	TS OTHER PROFESSIONAL SVS	480	2,153	480	480	0	480	480
410	TS ELECTRICITY	10,932	11,255	10,932	13,913	2,981	13,913	13,913
411	TS HVAC	976	495	976	800	(176)	800	800
412	TS WATER	120	184	120	120	0	120	120
413	TS SEWER	180	285	180	180	0	180	180
430	TS REPAIRS & MAINTENANCE	900	8,299	900	900	0	900	900
490	TS OTHER PROPERTY RELATED SVS	893,814	1,116,208	1,018,229	1,116,229	98,000	1,116,229	1,116,229
550	TS PRINTING	1,700	1,157	1,700	1,700	0	1,700	1,700
560	TS DUES & SUBSCRIPTIONS	1,300	1,990	1,300	1,800	500	1,800	1,800
610	TS GENERAL SUPPLIES	1,000	6,035	1,000	0	(1,000)	0	0
620	TS OFFICE SUPPLIES	500	1,011	500	500	0	500	500
625	TS POSTAGE	53	24	53	53	0	53	53
630	TS MAINT & REPAIR SUPPLIES	2,000	3,900	2,000	2,000	0	2,000	2,000
635	TS GASOLINE	60	40	250	225	(25)	225	225
636	TS DIESEL FUEL	22,310	12,850	12,475	12,475	0	12,475	12,475
640	TS CUSTODIAL & HOUSEKEEPING	150	361	150	150	0	150	150
690	TS OTHER NON CAPITAL	0	7,144	0	4,000	4,000	4,000	4,000
	TOTAL Operations & Maintenance	**944,032**	**1,176,083**	**1,059,817**	**1,164,217**	**104,400**	**1,164,217**	**1,164,217**

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

88 Department: PUBLIC WORKS DEPT — Activity Center : TRANSFER STATION

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Capital Outlay							
740	TS MACHINERY & EQUIPMENT	235,000	243,500	0	0	0	0	0
	TOTAL Capital Outlay	**235,000**	**243,500**	**0**	**0**	**0**	**0**	**0**
	Transfers							
	Debt Service							
980	TS DEBT SERVICE	0	0	0	0	0	0	0
	TOTAL Debt Service	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	TOTAL TRANSFER STATION	**1,762,968**	**2,126,099**	**1,680,931**	**1,874,470**	**193,539**	**1,874,470**	**1,874,470**

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NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET

FOR PERIOD 99

ACCOUNTS FOR: TRANSFER STATION		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
18802000 032909	TRANS LANDFILL PERMITS REVENUE	2,950.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	
18803000 033594	NH STATE GRANT AWARDS	.00	.00	.00	.00	.00	.00	
18803000 033595 HHW17	NH STATE REIMBURSEMENT	6,012.00	.00	.00	.00	.00	.00	
18803000 033595 HWYWM	NH STATE REIMBURSEMENT	.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	
18804000 034013	TS COPY CHARGES	45.00	40.00	40.00	40.00	40.00	40.00	
18804000 034042	TRANS COMMERCIAL TIPPING FEES	3,703.82	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	
18804000 034045 ALUM	TS RECYCLING-ALUMINUM REV	.00	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00	
18804000 034045 APPLI	TS RECYCLING-APPLIANCE REV	10,090.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	
18804000 034045 CBORD	TS RECYCLING-CARDBOARD	59,947.42	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	
18804000 034045 CMATL	TS RECYCLING-CONSTRUCT MATL	282,590.13	405,000.00	405,000.00	415,000.00	415,000.00	415,000.00	
18804000 034045 COMIN	TS COMMINGLED RECYCLING REV	1,663.41	.00	.00	.00	.00	.00	
18804000 034045 COP	TRANS RECYCLING REVENUES	.00	.00	.00	.00	.00	.00	
18804000 034045 FURN	TS RECYCLING-FURN/MAT/BXSPRNG	24,855.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	
18804000 034045 NEWSP	TS RECYCLING-NEWSPAPER REV	27,113.18	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	
18804000 034045 SMETL	TS RECYCLING-SCRAP METAL	57,404.47	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	.00	.00	.00	
18804000 034045 TEXT	TEXTILE RECYCLIMG REVENUE	25.00	.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	
18804000 034045 TVCOM	TS RECYCLING-TV/COMPUTER REV	24,270.15	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	
18805000 035011	TS SALE OF TOWN PROPERTY	45,113.00	.00	.00	20,000.00	20,000.00	20,000.00	
18805000 035061	TS W/COMP & DISABILITY REIMB	2,508.69	.00	.00	.00	.00	.00	
18805000 035090	TS MISCELLANEOUS REVENUE	445.50	.00	.00	.00	.00	.00	

DERRY

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: TRANSFER STATION	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
18806000 039161 WTREC TFR FROM WTIRE TRUST	27,600.00	42,000.00	42,000.00	42,000.00	42,000.00	42,000.00	
18808000 039390 TS CAPITAL LEASE REVENUE	198,500.00	.00	.00	.00	.00	.00	
TOTAL TRANSFER STATION	774,836.77	709,540.00	709,540.00	727,540.00	727,540.00	727,540.00	

Vehicle Maintenance

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

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 2019 Budget
Activity Center Summary By Category

86	Department: PUBLIC WORKS DEPT				Activity Center : VEHICLE MAINTENANCE			
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	VM PERMANENT POSITIONS	189,037	189,862	197,528	201,078	3,550	201,078	201,078
140	VM OVERTIME	14,653	29,620	9,400	9,501	101	9,501	9,501
190	VM OTHER COMPENSATION	13,833	15,032	13,869	13,869	0	13,869	13,869
200	VM EMPLOYEE BENEFITS	83,908	88,503	88,774	88,311	(463)	88,311	88,311
291	VM TRAINING & CONFERENCES	200	0	200	200	0	200	200
292	VM UNIFORMS	2,814	1,160	3,032	3,764	732	3,764	3,764
	TOTAL Personnel Services	**304,445**	**324,178**	**312,803**	**316,723**	**3,920**	**316,723**	**316,723**
	Operations & Maintenance							
341	VM TELEPHONE	1,024	884	160	0	(160)	0	0
390	VM OTHER PROFESSIONAL SVS	292	508	292	292	0	292	292
410	VM ELECTRICITY	5,226	3,969	4,726	4,726	0	4,726	4,726
411	VM HVAC	7,800	5,394	7,800	6,600	(1,200)	6,600	6,600
412	VM WATER	240	193	400	400	0	400	400
413	VM SEWER	316	268	520	520	0	520	520
430	VM REPAIRS & MAINTENANCE	1,000	3,201	1,000	4,000	3,000	4,000	4,000
440	VM RENTAL & LEASES	2,268	2,620	2,400	2,400	0	2,400	2,400
620	VM OFFICE SUPPLIES	500	3	500	500	0	500	500
630	VM MAINT & REPAIR SUPPLIES	37,000	38,760	37,000	37,000	0	37,000	37,000
635	VM GASOLINE	1,120	1,183	1,400	2,000	600	2,000	2,000
636	VM DIESEL FUEL	627	407	513	0	(513)	0	0
640	VM CUSTODIAL & HOUSEKKEPING SU	500	1,255	500	500	0	500	500
660	VM VEHICLE REPAIRS	86,751	133,378	98,401	141,550	43,149	141,550	141,550
690	VM OTHER NON CAPITAL	2,800	0	8,200	10,200	2,000	10,200	10,200
	TOTAL Operations & Maintenance	**147,464**	**194,119**	**163,812**	**210,688**	**46,876**	**210,688**	**210,688**
	Capital Outlay							
740	VM MACHINERY & EQUIPMENT	30,501	30,501	0	0	0	0	0
	TOTAL Capital Outlay	**30,501**	**30,501**	**0**	**0**	**0**	**0**	**0**
	Transfers							

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

86	Department: PUBLIC WORKS DEPT				Activity Center : VEHICLE MAINTENANCE			
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Debt Service							
980	VM DEBT SERVICE	5,633	5,632	0	0	0	0	0
	TOTAL Debt Service	**5,633**	**5,632**	**0**	**0**	**0**	**0**	**0**
	TOTAL VEHICLE MAINTENANCE	**488,043**	**554,429**	**476,615**	**527,411**	**50,796**	**527,411**	**527,411**

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NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: VEHICLE MAINTENANCE	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
18605000 035011 VM SALE OF TOWN PROPERTY	1,600.00	.00	.00	.00	.00	.00	
18605000 035063 REIMBURSEMENTS-NONGOVERNMENTAL	1,060.00	.00	.00	.00	.00	.00	
18605000 035090 VM MISCELLANEOUS REVENUE	141.01	.00	.00	.00	.00	.00	
18606000 039160 ACARR VM TFR FROM TRUST-A/CARR	1,022.00	.00	.00	.00	.00	.00	
TOTAL VEHICLE MAINTENANCE	3,823.01	.00	.00	.00	.00	.00	

Buildings and Grounds

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

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. Purchase a 2013 Ford Transit Van from the Waste Water department at a cost of $10,000.00.

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

80 Department: PUBLIC WORKS DEPT — Activity Center : BUILDING & GROUNDS

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	BG PERMANENT POSITIONS	283,925	280,954	288,467	319,144	30,677	319,144	319,144
120	BG TEMPORARY POSITIONS	16,848	24,694	16,848	22,595	5,747	22,595	22,595
140	BG OVERTIME	26,791	27,089	14,600	14,700	100	14,700	14,700
190	BG OTHER COMPENSATION	25,973	23,432	14,791	16,772	1,981	16,772	16,772
200	BG EMPLOYEE BENEFITS	134,780	125,566	138,576	134,687	(3,889)	134,687	134,687
291	BG TRAINING & CONFERENCES	2,000	1,205	2,000	2,000	0	2,000	2,000
292	BG UNIFORMS	3,164	3,241	2,768	3,468	700	3,468	3,468
	TOTAL Personnel Services	**493,481**	**486,181**	**478,050**	**513,366**	**35,316**	**513,366**	**513,366**
	Operations & Maintenance							
341	BG TELEPHONE	2,191	2,241	160	280	120	280	280
342	BG INFO TECH SERVICES	1,200	914	0	0	0	0	0
360	BG CUSTODIAL SERVICES	1,440	748	1,440	1,440	0	1,440	1,440
410	BG ELECTRICITY	69,091	72,302	69,794	70,294	500	70,294	70,294
411	BG HVAC	26,519	17,920	17,575	17,675	100	17,675	17,675
412	BG WATER	3,792	3,009	3,792	3,792	0	3,792	3,792
413	BG SEWER	4,868	3,635	4,868	4,868	0	4,868	4,868
430	BG CONTRACTED REPAIR & MAINT	79,610	64,713	67,637	85,599	17,962	40,599	40,599
490	BG OTHER PURCHASED PROF SVS	13,000	14,862	23,000	23,000	0	23,000	23,000
550	BG PRINTING	450	0	450	450	0	450	450
610	BG SUPPLIES-GENERAL	3,250	2,542	2,750	2,750	0	2,750	2,750
620	BG SUPPLIES-OFFICE	100	43	100	100	0	100	100
630	BG MAINT & REPAIR SUPPLIES	18,350	15,497	18,350	31,350	13,000	31,350	31,350
635	BG GASOLINE	1,160	1,447	1,450	1,305	(145)	1,305	1,305
636	BG DIESEL FUEL	2,530	2,155	2,070	2,070	0	2,070	2,070
640	BG SUPPLIES-CUSTODIAL&HOUSEKEP	16,400	15,661	16,400	16,400	0	16,400	16,400
650	BG SUPPLIES-GROUNDSKEEPING	1,500	405	1,500	1,500	0	1,500	1,500
690	BG OTHER NON CAPITAL	3,000	2,061	0	7,350	7,350	7,350	7,350
	TOTAL Operations & Maintenance	**248,451**	**221,223**	**231,336**	**270,223**	**38,887**	**225,223**	**225,223**
	Capital Outlay							

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

80	Department: PUBLIC WORKS DEPT			Activity Center : BUILDING & GROUNDS				
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
710	BG LAND & IMPROVEMENTS	0	0	0	0	0	0	0
720	BG BUILDINGS	0	0	0	0	0	0	0
740	BG MACHINERY & EQUIPMENT	17,000	0	0	0	0	0	0
760	BG VEHICLES	0	0	0	10,000	10,000	10,000	10,000
	TOTAL Capital Outlay	**17,000**	**0**	**0**	**10,000**	**10,000**	**10,000**	**10,000**
	Transfers							
	Debt Service							
980	B&G DEBT SERVICE	7,293	7,293	0	0	0	0	0
	TOTAL Debt Service	**7,293**	**7,293**	**0**	**0**	**0**	**0**	**0**
	TOTAL BUILDING & GROUNDS	**766,225**	**714,696**	**709,386**	**793,589**	**84,203**	**748,589**	**748,589**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: BUILDING & GROUNDS		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
18005000 035032	RENT TOWN PROPERTY (LT)	.00	1.00	1.00	1.00	1.00	1.00	
18005000 035061	BG W/COMP & DISABILITY REIMB	5,016.96	.00	.00	.00	.00	.00	
18005000 035090	BG VENDING MACHINE REVENUE	2,115.08	.00	.00	.00	.00	.00	
18005001 035032	BG ADAMS RENT TOWN PROPERTY	32,267.28	30,600.00	30,600.00	30,600.00	30,600.00	30,600.00	
18005003 035032	RENT TOWN PROPERTY (LT)	83,036.10	85,632.00	135,632.00	83,940.00	133,940.00	83,940.00	
TOTAL BUILDING & GROUNDS		122,435.42	116,233.00	166,233.00	114,541.00	164,541.00	114,541.00	

Cemetery

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

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 2001 F-350 with a new One Ton Dump with Front and Wing Plow at a cost of $110,000.00.

5. Replacement of a Zero-turn Mower at a cost of $9,950.00

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

82	Department: PUBLIC WORKS DEPT			Activity Center : CEMETERY				
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	CEM PERMANENT POSITIONS	91,191	87,352	94,927	96,725	1,798	96,725	96,725
120	CEM TEMPORARY POSITIONS	33,500	16,416	32,500	32,500	0	32,500	32,500
140	CEM OVERTIME	4,900	775	4,750	5,350	600	5,350	5,350
190	CEM OTHER COMPENSATION	4,276	5,935	2,456	2,487	31	2,487	2,487
200	CEM EMPLOYEE BENEFITS	53,135	47,208	54,860	56,313	1,453	56,313	56,313
	TOTAL Personnel Services	**187,002**	**158,197**	**189,493**	**193,375**	**3,882**	**193,375**	**193,375**
	Operations & Maintenance							
341	CEM TELEPHONE	390	834	0	0	0	0	0
390	CEM OTHER PROFESSIONAL SVS	160	0	160	160	0	160	160
410	CEM ELECTRICITY	1,162	1,347	1,274	1,274	0	1,274	1,274
411	CEM HVAC	3,648	3,595	3,648	3,648	0	3,648	3,648
430	CEM REPAIRS & MAINTENANCE	1,083	1,000	1,083	1,083	0	1,083	1,083
490	CEM OTHER PROPERTY RELATED SVS	500	0	500	500	0	500	500
550	CEM PRINTING	200	12	200	200	0	200	200
610	CEM GENERAL SUPPLIES	2,500	1,437	2,000	2,000	0	2,000	2,000
620	CEM OFFICE SUPPLIES	200	71	200	200	0	200	200
625	CEM POSTAGE	50	0	50	50	0	50	50
630	CEM MAINT & REPAIR SUPPLIES	2,500	1,894	2,500	2,500	0	2,500	2,500
635	CEM GASOLINE	3,540	4,722	4,425	3,898	(527)	3,898	3,898
640	CEM CUSTODIAL & HOUSEKEEPING	150	16	150	150	0	150	150
650	CEM GROUNDSKEEPING SUPPLIES	500	100	500	500	0	500	500
690	CEM OTHER NON CAPITAL	0	925	9,933	9,950	17	9,950	9,950
	TOTAL Operations & Maintenance	**16,583**	**15,952**	**26,623**	**26,113**	**(510)**	**26,113**	**26,113**
	Capital Outlay							
760	CEM VEHICLES	25,000	26,592	0	0	0	0	0
	TOTAL Capital Outlay	**25,000**	**26,592**	**0**	**0**	**0**	**0**	**0**
	Transfers							
960	CEM TFR TO TRUST/AGENCY FUND	13,200	10,225	13,200	13,200	0	13,200	13,200
	TOTAL Transfers	**13,200**	**10,225**	**13,200**	**13,200**	**0**	**13,200**	**13,200**

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

82	Department: PUBLIC WORKS DEPT			Activity Center : CEMETERY				
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Debt Service							
980	CEM DEBT SERVICE	9,976	4,226	0	0	0	0	0
	TOTAL Debt Service	**9,976**	**4,226**	**0**	**0**	**0**	**0**	**0**
	TOTAL CEMETERY	**251,761**	**215,192**	**229,316**	**232,688**	**3,372**	**232,688**	**232,688**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: CEMETERY	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
18202000 032906 CEMET CEM PERPETUAL CARE FEE	10,225.00	13,200.00	13,200.00	13,200.00	13,200.00	13,200.00	
18204000 034010 BURIAL/CREMATION/INTERMENT FEE	29,900.00	32,000.00	32,000.00	32,000.00	32,000.00	32,000.00	
18205000 035011 CEM SALE OF CEMETERY LOT	11,125.00	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	
18208000 039390 CEM CAPITAL LEASE REVENUE	26,592.00	.00	.00	.00	.00	.00	
TOTAL CEMETERY	132,842.00	115,600.00	115,600.00	115,600.00	115,600.00	115,600.00	

Code Enforcement

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

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. Continue to provide educational opportunities for department staff in order to keep current with the latest codes and regulations.
4. Continue to provide timely building construction related inspections for citizens and contractors living and/or working in the Town.
5. Continue to work with the Planning Department to upgrade provisions of the Zoning Ordinance.

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

62	Department: PUBLIC WORKS DEPT			Activity Center : CODE ENFORCEMENT				
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	CE PERMANENT POSITIONS	212,822	227,088	235,537	248,866	13,329	248,866	248,866
140	CE OVERTIME	1,550	2,661	1,650	1,650	0	1,650	1,650
190	CE OTHER COMPENSATION	18,630	12,511	4,315	4,575	260	4,575	4,575
200	CE EMPLOYEE BENEFITS	100,381	115,234	110,095	109,818	(277)	109,818	109,818
291	CE TRAINING & CONFERENCES	2,000	1,251	2,100	2,100	0	2,100	2,100
292	CE UNIFORMS	564	597	580	580	0	580	580
	TOTAL Personnel Services	**335,947**	**359,342**	**354,277**	**367,589**	**13,312**	**367,589**	**367,589**
	Operations & Maintenance							
341	CE TELEPHONE	1,956	2,090	0	0	0	0	0
355	CE PHOTO LABORATORY	100	0	100	100	0	100	100
440	CE RENTAL & LEASES	1,368	1,177	120	120	0	120	120
550	CE PRINTING	1,000	1,328	1,000	1,000	0	1,000	1,000
560	CE DUES & SUBSCRIPTIONS	956	760	956	956	0	956	956
620	CE OFFICE SUPPLIES	2,000	886	1,500	1,500	0	1,500	1,500
625	CE POSTAGE	1,500	1,368	1,500	1,500	0	1,500	1,500
635	CE GASOLINE	1,600	2,047	2,000	1,800	(200)	1,800	1,800
670	CE BOOKS & PERIODICALS	750	552	750	750	0	750	750
	TOTAL Operations & Maintenance	**11,230**	**10,989**	**7,926**	**7,726**	**(200)**	**7,726**	**7,726**
	Capital Outlay							
	Transfers							
	Debt Service							
980	CE DEBT SERVICE	5,633	5,632	0	0	0	0	0
	TOTAL Debt Service	**5,633**	**5,632**	**0**	**0**	**0**	**0**	**0**
	TOTAL CODE ENFORCEMENT	**352,810**	**375,963**	**362,203**	**375,315**	**13,112**	**375,315**	**375,315**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: CODE ENFORCEMENT		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
16202000 032300	BUILDING PERMITS	282,406.45	225,000.00	225,000.00	225,000.00	225,000.00	225,000.00	_______
16202000 032906	CE MOBILE HOME LICENSING	650.00	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	189.50	100.00	100.00	100.00	100.00	100.00	_______
16204000 034018	CE ZONING REVENUES	3,958.26	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	.00	.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 CODE ENFORCEMENT		287,239.21	234,125.00	234,125.00	234,125.00	234,125.00	234,125.00	_______

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Recreation

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

DEPARTMENT: PUBLIC WORKS ACTIVITY CENTER: RECREATION

DEPARTMENT MISSION:

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

The Division remains committed to providing citizens of all ages and demographics with opportunities to participate in a variety of community programs, athletic leagues and activities. It is important to maintain open communications and continue to support and assist all athletic leagues, civic and private organizations, and human services agencies, in order to make certain that programming needs and community resources are available 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.

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 implement, host and/or support lifeguard training and/or certification classes or programming in the greater Derry area.

4. To implement and facilitate new community-wide special events, as well as smaller enrichment youth classes targeting nontraditional recreational activities.

5. To continue working on updating operational policies and procedures.

6. To continue enhancing and promoting special events and devise new programming opportunities for the residents of Derry, with a focus open collaborative initiatives and/or public-private partnerships to reach this decisive goal.

7. To develop a long term, comprehensive programming needs/assessment plan to accommodate growth, changes in community interest, and overall participation. This includes exploring possibilities of expanding programming at Veterans Hall, Alexander-Carr Lodge, and at all park locations.

Town of Derry, NH
Activity Center Narrative, Programs and Activities
FY 2019

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 operating policies and procedures that govern our programs and facilities with the goal of increasing and improving upon all recreational programs, services, initiatives, and subsequent facilities.

PROGRAMS AND ACTIVITIES

The Recreation Division coordinates and facilitates numerous annual 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 and at park locations.

Primary programs are as follows: Winter Basketball, Travel Basketball, T-Ball, Kayak Lessons, Tennis Camps, Judo, Day Trips, T'ai Ji, fitness and wellness programming, and Special Olympics. Collaborative clinics with Derry Youth Lacrosse, Wolverines Football, and Derry Pathfinders Snowmobile Club have afforded free instructional and educational opportunities for our residents. Seasonal programming continues at the park areas, where staff are trained to conduct activities, operate concession stands, safeguard patrons and town property, and assist with maintenance of these facilities.

Several special events occur annually that 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, bone builders, line dancing classes, bus trips, indoor walking, and a several outings, picnics, luncheons, and dinners in conjunction with civic organizations.

The Division 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 2019 Budget
Activity Center Summary By Category

70	Department: PUBLIC WORKS DEPT			Activity Center : RECREATION				
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	REC PERMANENT POSITIONS	136,534	143,258	152,221	159,054	6,833	159,054	159,054
120	REC TEMPORARY POSITIONS	209,218	185,330	210,844	214,357	3,513	214,357	214,357
140	REC OVERTIME	9,231	9,627	9,951	10,190	239	10,190	10,190
190	REC OTHER COMPENSATION	10,430	9,069	6,946	7,026	80	7,026	7,026
200	REC EMPLOYEE BENEFITS	79,993	75,557	80,287	69,958	(10,329)	69,958	69,958
291	REC TRAINING & CONFERENCES	2,000	758	2,000	2,000	0	2,000	2,000
292	REC UNIFORMS	1,000	1,179	1,000	1,000	0	1,000	1,000
	TOTAL Personnel Services	**448,406**	**424,778**	**463,249**	**463,585**	**336**	**463,585**	**463,585**
	Operations & Maintenance							
341	REC TELEPHONE	1,072	1,090	0	270	270	270	270
342	REC DATA PROCESSING	3,300	4,055	3,300	3,300	0	3,300	3,300
390	REC OTHER PROFESSIONAL SVS	72,500	56,995	60,000	60,000	0	60,000	60,000
430	REC REPAIRS & MAINTENANCE	1,000	145	1,000	1,000	0	1,000	1,000
440	REC RENTAL & LEASES	16,928	13,533	11,000	11,000	0	11,000	11,000
490	REC OTHER PROP RELATED SVS	240	240	240	240	0	240	240
550	REC PRINTING	3,200	1,823	2,600	1,800	(800)	1,800	1,800
560	REC DUES & SUBSCRIPTIONS	750	577	750	750	0	750	750
610	REC GENERAL SUPPLIES	43,500	39,327	42,500	42,500	0	42,500	42,500
620	REC OFFICE SUPPLIES	1,950	1,658	1,800	1,800	0	1,800	1,800
625	REC POSTAGE	686	415	686	686	0	686	686
630	REC MAINT & REPAIR SUPPLIES	1,000	1,414	1,000	1,000	0	1,000	1,000
635	REC GASOLINE	0	0	0	0	0	0	0
690	REC OTHER NON CAPITAL	2,000	2,210	2,000	2,000	0	2,000	2,000
	TOTAL Operations & Maintenance	**148,126**	**123,481**	**126,876**	**126,346**	**(530)**	**126,346**	**126,346**
	Capital Outlay							
	Transfers							
	Debt Service							
	TOTAL RECREATION	**596,532**	**548,259**	**590,125**	**589,931**	**(194)**	**589,931**	**589,931**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: RECREATION		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
17002008 032900	REC SCHEDULING FEES	6,190.38	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	
17002028 032900	REC GALLIENS BEACH PASSES	5,140.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	
17004002 034095	REC BASKETBALL TRAVEL REV	7,700.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	
17004003 034095	REC BASKETBALL WINTER REV	24,820.00	26,000.00	26,000.00	26,000.00	26,000.00	26,000.00	
17004005 034095	REC TENNIS LESSONS REV	3,423.18	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	
17004010 034095	REC SOFTBALL/TBALL REV	4,975.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	
17004011 034095	REC GALLIENS SERVICES REV	12,922.00	11,500.00	11,500.00	11,500.00	11,500.00	11,500.00	
17004012 034095	REC JUDO LESSONS REV	3,398.17	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	
17004014 034095	REC DBPK CONCESSIONS	25,251.75	23,000.00	23,000.00	22,000.00	22,000.00	22,000.00	
17004020 034095	REC A/CARR CONCESSION REV	849.00	3,500.00	3,500.00	2,000.00	2,000.00	2,000.00	
17004021 034095	REC A/CARR CAMP LESSONS REV	490.00	850.00	850.00	850.00	850.00	850.00	
17004025 034095	REC HOOD CONCESSION REV	478.75	.00	.00	.00	.00	.00	
17004029 034095	REC GALLIENS CONCESSION REV	14,987.55	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	
17004030 034095	REC GALLIENS KAYAK LESSON REV	2,520.00	2,000.00	2,000.00	2,300.00	2,300.00	2,300.00	
17004041 034095	REC BASEKETBALL-MENS+30 REV	828.00	900.00	900.00	900.00	900.00	900.00	
17004042 034095	REC BUS TRIP REVENUE	14,142.00	16,000.00	16,000.00	16,000.00	16,000.00	16,000.00	
17004045 034095	REC SPORTS PICTURE REVENUE	1,493.40	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	
17004047 034095	YOUTH FITNESS	480.00	.00	.00	.00	.00	.00	
17004051 034095	ADULT FITNESS REVENUE	.00	.00	.00	2,000.00	2,000.00	2,000.00	
17005000 035063	REC REIMBURSEMENT-NONGOVERNMEN	514.00	.00	.00	.00	.00	.00	
17005000 035082	REC CONTRIBUTIONS	.00	.00	.00	.00	.00	.00	
17005000 035090	REC MISCELLANEOUS REVENUE	2,881.00	3,000.00	3,000.00	3,500.00	3,500.00	3,500.00	

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NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: RECREATION		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
17005001 035031	REC DPBK BLDG-RENT	525.00	600.00	600.00	700.00	700.00	700.00	
17005002 035031	RENT VETS HALL BLDG	10,466.25	14,000.00	14,000.00	13,000.00	13,000.00	13,000.00	
17005003 035031	REC RENTAL-ALEX CARR LODGE ST	1,674.10	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	
17006000 039160 ACARR	REC TFR FROM TRUST-A/CARR	4,539.00	20,105.00	20,105.00	20,514.00	20,514.00	20,514.00	
17006000 039160 MACGR	REC TFR FROM TRUST-MACGREGOR	8,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	
TOTAL RECREATION		158,688.53	182,955.00	182,955.00	182,764.00	182,764.00	182,764.00	

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Parks

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

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 all of 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, seeding low spots, and to implement a routine aeration program.

3. To 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 devise and implement a long-term park and facility improvement plan that will address evolving needs and procure new amenities for our residents.

5. To remain focused and proactive upon completing routine maintenance tasks, ensuring that our fields, park areas, structures, and site amenities are safe and in pristine condition for all residents.

6. To continue to gradually expand West Running Brook field to create a regulation 90' baseball diamond; enhance and build upon the trail system from Don Ball Park to West Running Brook School.

7. To continue with facility improvements and park/building upgrades and renovations by utilizing Division employees and/or contracted services, with a subsequent focus upon renovations at the Alexander-Carr Lodge.

Town of Derry, NH

Activity Center Narrative, Programs and Activities
FY 2019

DEPARTMENT: PUBLIC WORKS — ACTIVITY CENTER: Parks

NARRATIVE

The Parks Division is directly responsible for the upkeep and maintenance of 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 games, facilitation of special events, litter removal, safety audits and inspections of playground equipment and apparatus. This Division plays an integral role in the safeguarding, development and implementation of all of the Town's recreational areas, 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. In addition, the Parks Division 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.

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 positive feedback and compliments about the overall condition of its athletic fields, facilities, and park areas.

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

72	Department: PUBLIC WORKS DEPT				Activity Center : PARKS			
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	PAR PERMANENT POSITIONS	308,546	307,158	324,983	334,178	9,195	334,178	334,178
120	PAR TEMPORARY POSITIONS	88,662	91,857	87,748	91,570	3,822	91,570	91,570
140	PAR OVERTIME	11,014	17,235	12,974	16,665	3,691	16,665	16,665
190	PAR OTHER COMPENSATION	11,115	12,405	8,226	5,171	(3,055)	5,171	5,171
200	PAR EMPLOYEE BENEFITS	160,718	157,849	167,701	177,125	9,424	177,125	177,125
291	PAR TRAINING & CONFERENCES	2,000	1,322	2,000	2,000	0	2,000	2,000
292	PAR UNIFORMS	3,400	5,185	3,500	3,500	0	3,500	3,500
	TOTAL Personnel Services	**585,455**	**593,012**	**607,132**	**630,209**	**23,077**	**630,209**	**630,209**
	Operations & Maintenance							
341	PAR TELEPHONE	1,920	1,997	0	810	810	810	810
342	PAR DATA PROCESSING	1,763	1,625	0	0	0	0	0
360	PAR CUSTODIAL SERVICES	4,584	4,616	4,584	4,752	168	4,752	4,752
390	PAR OTHER PROFESSIONAL SVS	1,405	1,754	1,405	1,405	0	1,405	1,405
410	PAR ELECTRICITY	35,750	32,696	35,750	35,750	0	35,750	35,750
411	PAR HVAC	15,038	15,548	13,900	13,900	0	13,900	13,900
412	PAR WATER	26,150	32,652	25,750	25,750	0	25,750	25,750
413	PAR SEWER	900	721	900	850	(50)	850	850
430	PAR REPAIRS & MAINTENANCE	67,450	55,186	66,700	66,700	0	66,700	66,700
440	PAR RENTAL & LEASES	1,000	735	1,000	1,000	0	1,000	1,000
490	PAR OTHER PROPERTY RELATED SVS	2,334	2,564	2,514	2,586	72	2,586	2,586
610	PAR GENERAL SUPPLIES	7,000	9,984	7,000	7,000	0	7,000	7,000
620	PAR OFFICE SUPPLIES	700	382	500	500	0	500	500
630	PAR MAINT & REPAIR SUPPLIES	24,700	26,095	24,200	26,200	2,000	26,200	26,200
635	PAR GASOLINE	5,800	8,781	7,500	7,650	150	7,650	7,650
636	PAR DIESEL FUEL	10,725	4,632	7,875	6,975	(900)	6,975	6,975
650	PAR GROUNDSKEEPING SUPPLIES	23,300	17,632	22,300	20,300	(2,000)	20,300	20,300
690	PAR OTHER NON CAPITAL	2,500	3,828	2,500	2,500	0	2,500	2,500
	TOTAL Operations & Maintenance	**233,019**	**221,429**	**224,378**	**224,628**	**250**	**224,628**	**224,628**
	Capital Outlay							

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

72	Department: PUBLIC WORKS DEPT				Activity Center : PARKS			
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
710	PAR LAND & IMPROVEMENTS	1	0	1	1	0	1	1
740	PAR MACHINERY & EQUIPMENT	75,000	81,058	0	0	0	0	0
760	PAR VEHICLES	0	0	0	0	0	0	0
	TOTAL Capital Outlay	**75,001**	**81,058**	**1**	**1**	**0**	**1**	**1**
Transfers								
960	PAR TFR TO TRUST/AGENCY FUND	1	0	1	1	0	1	1
	TOTAL Transfers	**1**	**0**	**1**	**1**	**0**	**1**	**1**
Debt Service								
980	PAR DEBT SERVICE	13,282	13,280	0	0	0	0	0
	TOTAL Debt Service	**13,282**	**13,280**	**0**	**0**	**0**	**0**	**0**
	TOTAL PARKS	**906,758**	**908,778**	**831,512**	**854,839**	**23,327**	**854,839**	**854,839**

DERRY

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: PARKS		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
17204006 034010	PAR LINE STRIPING REV	3,066.45	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	
17204017 034010	PAR VETS FIELD LIGHTING REV	483.33	500.00	500.00	500.00	500.00	500.00	
17205000 035011	PAR SALE OF TN PROPERTY	13,502.00	16,000.00	16,000.00	10,000.00	10,000.00	10,000.00	
17205000 035090	PARKS MISCELLANEOUS REVENUE	696.27	.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	.95	.00	.00	1.00	1.00	1.00	
17205063 035082	BARKA ADOPT A FIELD REVENUE	1,525.53	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	
17206000 039160 ACARR	PARKS TFR FROM TRUST-A/CARR	27,617.00	41,999.00	41,999.00	41,357.00	41,357.00	41,357.00	
TOTAL PARKS		49,391.53	65,699.00	65,699.00	59,058.00	59,058.00	59,058.00	

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Health

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

Department Mission:

The mission of the Derry Health Department is to support, cultivate and protect the health, well-being and safety of the Citizens of Derry.

Department Objectives:

1. To promote and educate Town of Derry restaurant operators and employees by offering bi-annual Food Safety training classes.
2. Grant Food Service Establishment licenses to Town of Derry operators when accordance with the regulations governing the FDA Food Code 20096, Chapter He-P2300 Sanitary Production and Distribution of Food, and Chapter 55 Food Service Establishments.
3. Continue to conduct food service inspections twice a year to approximately 160 facilities, including restaurants, liquor lounges/bars, mobile food units, homestead operations, convenience stores, food processors, nursing homes, hospitals, schools, and temporary operators.
4. Foster and Adoptive home inspections and Childcare facility inspections will remain as an indispensable part of the department.
5. Attend NHDHHS Healthy Home conference and the New Hampshire Health Officer Association Conference for education of current events.
6. Continue to investigate complaints regarding Chapter 48-A Housing Standards, as well as nuisance issues for Derry town residences.
7. Inform, educate, and empower Citizens of Derry about health issues.

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

13	Department: PUBLIC WORKS DEPT			Activity Center : HEALTH				
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	HLTH PERMANENT POSITIONS	33,047	29,164	33,070	35,092	2,022	35,092	35,092
200	HLTH EMPLOYEE BENEFITS	3,497	3,027	3,419	3,630	211	3,630	3,630
291	HLTH TRAINING & CONFERENCES	250	244	250	250	0	250	250
292	HLTH UNIFORMS	100	87	100	100	0	100	100
	TOTAL Personnel Services	**36,894**	**32,522**	**36,839**	**39,072**	**2,233**	**39,072**	**39,072**
	Operations & Maintenance							
341	HLTH TELEPHONE	960	1,175	540	540	0	540	540
440	HLTH RENTALS & LEASES	96	33	24	24	0	24	24
490	HLTH OTH PROPERTY RELATED SVS	42,995	37,800	42,995	42,995	0	42,995	42,995
550	HLTH PRINTING	250	410	350	350	0	350	350
560	HLTH DUES & SUBSCRIPTIONS	35	35	35	35	0	35	35
610	HLTH GENERAL SUPPLIES	378	181	378	378	0	378	378
620	HLTH OFFICE SUPPLIES	575	141	475	475	0	475	475
625	HLTH POSTAGE	300	203	300	300	0	300	300
635	HLTH GASOLINE	590	238	590	531	(59)	531	531
660	HLTH VEHICLE REPAIRS	250	0	0	0	0	0	0
	TOTAL Operations & Maintenance	**46,429**	**40,216**	**45,687**	**45,628**	**(59)**	**45,628**	**45,628**
	Capital Outlay							
730	HLTH OTHER IMPROVEMENTS	0	0	0	0	0	0	0
	TOTAL Capital Outlay	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Transfers							
	Debt Service							
	TOTAL HEALTH	**83,323**	**72,738**	**82,526**	**84,700**	**2,174**	**84,700**	**84,700**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET — FOR PERIOD 99

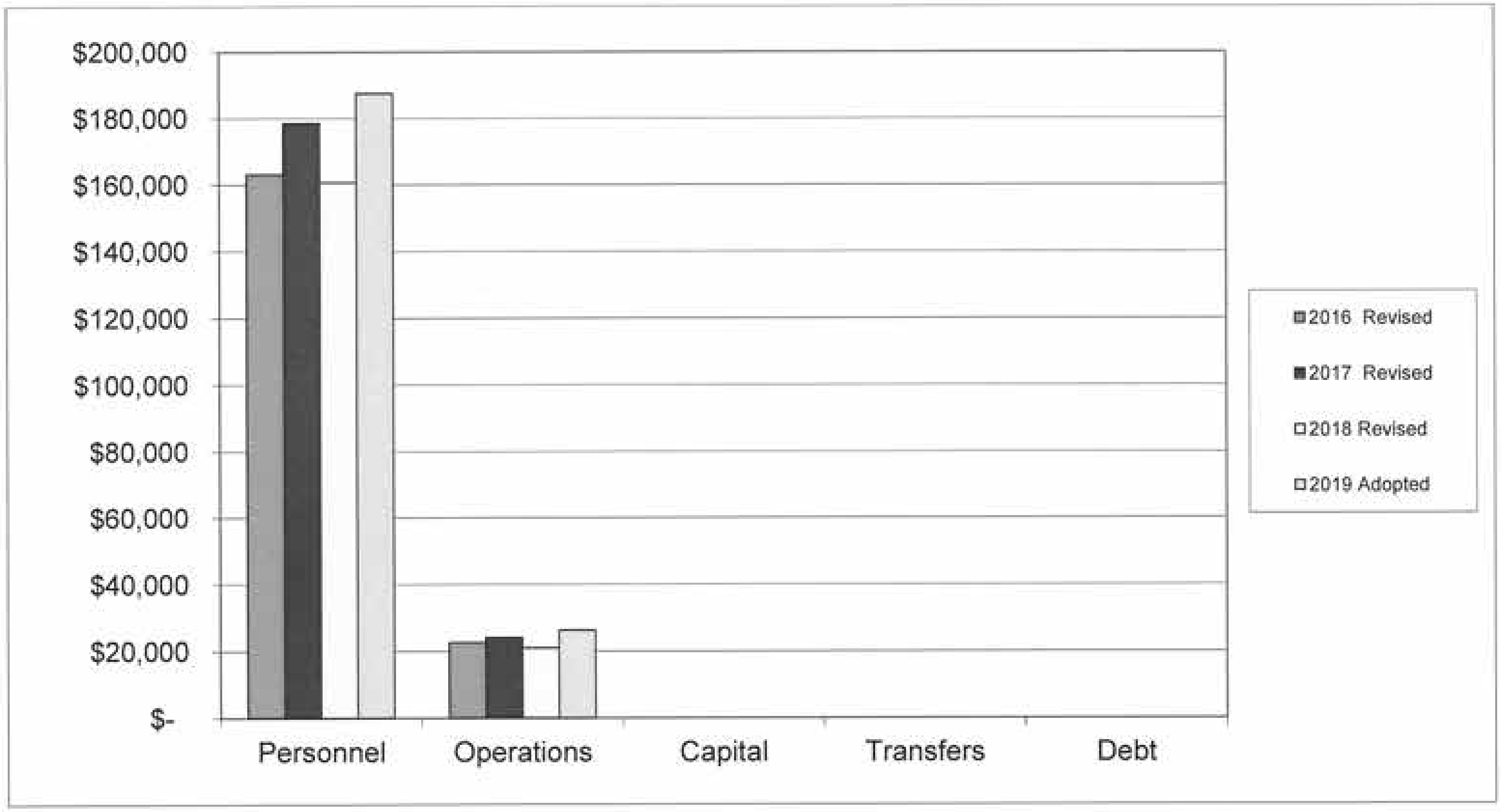
ACCOUNTS FOR: HEALTH		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
11302000 032908	HEALTH PERMIT/INSPECTION FEES	30,495.00	29,215.00	29,215.00	29,640.00	29,640.00	29,640.00	
11303000 033793	HLTH INTERGOV REIMBURSEMENT	.00	2,305.00	2,305.00	2,305.00	2,305.00	2,305.00	
11305000 035011	SALE OF TOWN PROPERTY	4.00	.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 HEALTH		30,539.00	33,590.00	33,590.00	34,015.00	34,015.00	34,015.00	

Town Clerk

and

Elections

Town of Derry, NH
Town Clerk and Elections Budget Comparison
FY2016 - FY2019



	2016 Revised	2017 Revised	2018 Revised	2019 Adopted	% Change FY18-FY19
Personnel	$ 163,080	$ 178,532	$ 160,709	$ 187,469	16.7%
Operations	22,558	24,037	21,003	26,266	20.0%
Capital	-	-	-	-	N/A
Transfers	-	-	-	-	N/A
Debt	-	-	-	-	N/A
Total	$ 185,638	$ 202,569	$ 181,712	$ 213,735	17.6%

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 (ElectioNet). 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 2019 Budget
Activity Center Summary By Category

50 Department: TOWN CLERK & ELECTION DEPT — Activity Center : TOWN CLERK

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	TC PERMANENT POSITIONS	28,288	29,520	30,451	29,137	(1,314)	29,137	29,137
120	TC TEMPORARY POSITIONS	15,925	13,768	16,562	19,188	2,626	19,188	19,188
130	TC ELECTED OFFICIALS	40,040	41,761	44,304	45,190	886	45,190	44,179
190	TC OTHER COMPENSATION	0	0	0	0	0	0	0
200	TC EMPLOYEE BENEFITS	42,172	38,355	43,089	44,700	1,611	44,700	44,700
291	TC TRAINING & CONFERENCES	775	255	775	775	0	775	775
	TOTAL Personnel Services	**127,200**	**123,659**	**135,181**	**138,990**	**3,809**	**138,990**	**137,979**
	Operations & Maintenance							
341	TC TELEPHONE	456	286	0	0	0	0	0
342	TC DATA PROCESSING	2,050	1,950	0	0	0	0	0
390	TC OTHER PROFESSIONAL SERVICES	775	527	775	775	0	775	775
430	TC REPAIRS & MAINTENANCE	50	0	50	50	0	50	50
440	TC RENTAL & LEASES	271	487	144	144	0	144	144
550	TC PRINTING	1,065	1,324	1,065	1,065	0	1,065	1,065
560	TC DUES & SUBSCRIPTIONS	65	40	65	65	0	65	65
610	TC GENERAL SUPPLIES	2,016	2,018	2,016	2,088	72	2,088	2,088
620	TC OFFICE SUPPLIES	2,087	1,888	1,587	1,587	0	1,587	1,587
625	TC POSTAGE	1,743	2,319	1,743	2,144	401	2,144	2,144
	TOTAL Operations & Maintenance	**10,578**	**10,849**	**7,445**	**7,918**	**473**	**7,918**	**7,918**
	Capital Outlay							
	Transfers							
	Debt Service							
	TOTAL TOWN CLERK	**137,778**	**134,507**	**142,626**	**146,908**	**4,282**	**146,908**	**145,897**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: TOWN CLERK		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
15002000 032104	UCC FEES	6,630.00	4,400.00	4,400.00	5,000.00	5,000.00	5,000.00	
15002000 032901	DOG LICENSES	31,110.00	26,407.00	26,407.00	28,045.00	28,045.00	28,045.00	
15002000 032904	MARRIAGE LICENSE FEES	1,393.00	1,575.00	1,575.00	1,225.00	1,225.00	1,225.00	
15002000 032905	VITAL RECORD FEES	24,441.00	14,761.00	14,761.00	20,000.00	20,000.00	20,000.00	
15002000 032906	OTHER LICENCES, PERMITS & FEES	270.00	355.00	355.00	355.00	355.00	355.00	
15003000 033595	NH STATE REIMBURSEMENT	3,065.00	.00	.00	.00	.00	.00	
15004000 034013	TC PHOTOCOPY SERVICE	13.00	13.00	13.00	13.00	13.00	13.00	
15005000 035043	TN CLERK MISC & BAD CHECK FEES	5,096.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	
15005000 035044	CIVIL FORFEITURE	26,175.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	
15005000 035063	REIMBURSEMENTS-NONGOVERNMENTAL	226.08	500.00	500.00	500.00	500.00	500.00	
15005000 035090	TC MISCELLANEOUS REVENUE	-1.50	.00	.00	.00	.00	.00	
TOTAL TOWN CLERK		98,417.58	67,011.00	67,011.00	74,138.00	74,138.00	74,138.00	

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

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 2019 Budget
Activity Center Summary By Category

52	Department: TOWN CLERK & ELECTION DEPT				Activity Center : TOWN CLERK ELECTIONS			
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
120	ELE TEMPORARY POSITIONS	20,480	19,412	3,300	20,000	16,700	20,000	20,000
130	ELE ELECTED OFFICIALS	18,463	18,425	18,463	18,463	0	18,463	18,463
140	ELE OVERTIME	6,984	5,879	1,500	6,000	4,500	6,000	6,000
200	ELE EMPLOYEE BENEFITS	5,090	3,436	2,190	4,952	2,762	4,952	4,952
291	ELE TRAINING & CONFERENCES	315	0	75	75	0	75	75
	TOTAL Personnel Services	**51,332**	**47,153**	**25,528**	**49,490**	**23,962**	**49,490**	**49,490**
	Operations & Maintenance							
341	ELE TELEPHONE	95	64	0	0	0	0	0
360	ELE CUSTODIAL SERVICES	0	0	0	0	0	0	0
390	ELE OTHER PROFESSIONAL SVS	3,981	3,536	2,000	3,800	1,800	3,800	3,800
430	ELE REPAIRS & MAINTENANCE	1,887	1,350	1,887	1,887	0	1,887	1,887
440	ELE RENTAL & LEASES	951	1,088	309	909	600	909	909
550	ELE PRINTING	3,490	1,778	3,550	3,550	0	3,550	3,550
610	ELE GENERAL SUPPLIES	375	393	1,392	1,792	400	1,792	1,792
620	ELE GENERAL SUPPLIES	500	522	1,000	1,000	0	1,000	1,000
625	ELE POSTAGE	1,780	1,481	232	628	396	628	628
690	ELE OTHER NON CAPITAL	400	0	3,188	4,782	1,594	4,782	4,782
	TOTAL Operations & Maintenance	**13,459**	**10,213**	**13,558**	**18,348**	**4,790**	**18,348**	**18,348**
	Capital Outlay							
	Transfers							
	TOTAL TOWN CLERK ELECTIONS	**64,791**	**57,365**	**39,086**	**67,838**	**28,752**	**67,838**	**67,838**

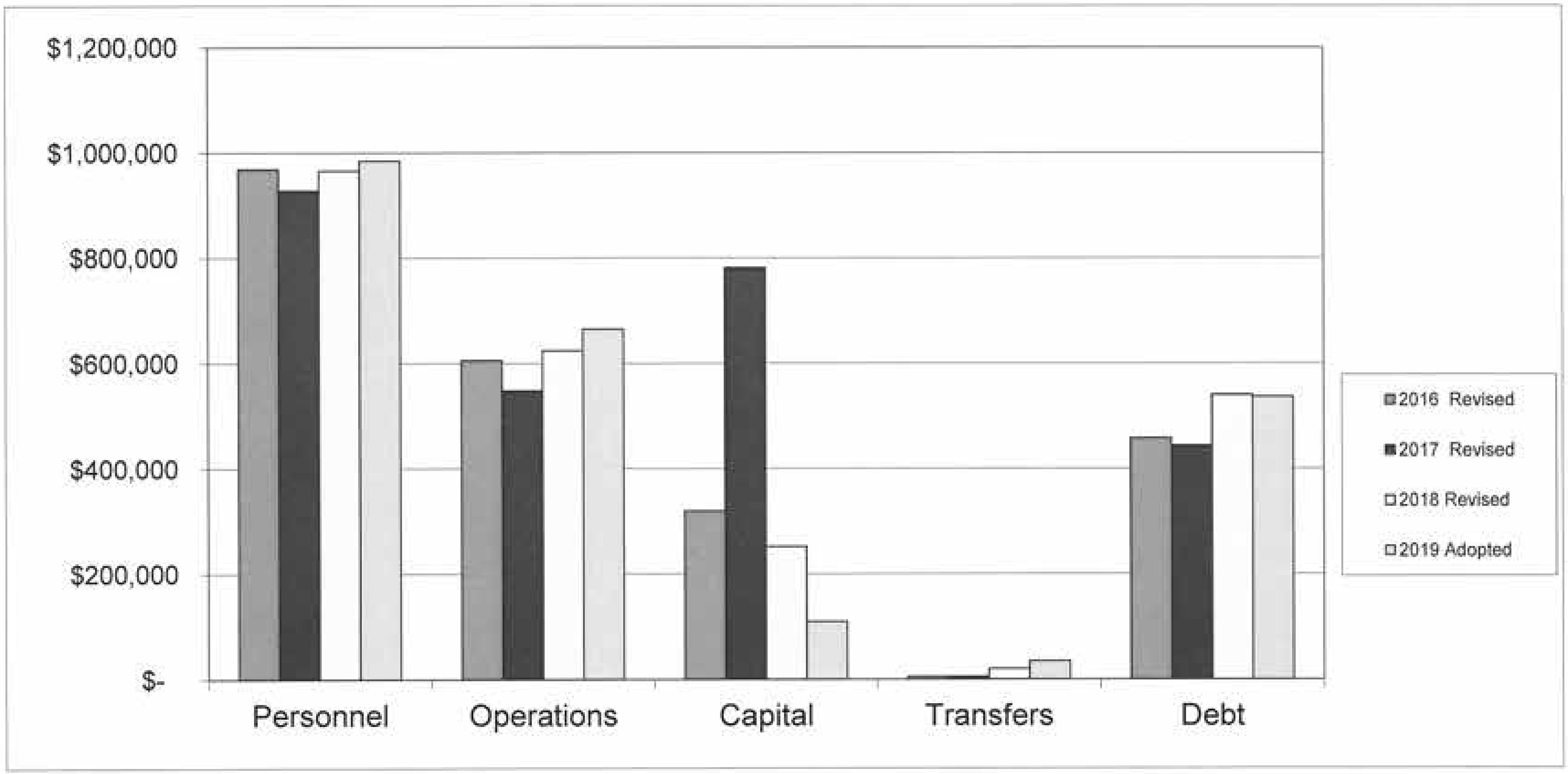
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: TOWN CLERK ELECTIONS		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
15203000 033593	FEES FROM ST OF NH	.00	.00	.00	.00	.00	.00	
15204000 034010	ELE SALE OF CHECKLIST REVENUE	128.00	125.00	125.00	125.00	125.00	125.00	
15205000 035090	TCE MISCELLANEOUS REVENUE	.00	.00	.00	.00	.00	.00	
TOTAL TOWN CLERK ELECTIONS		128.00	125.00	125.00	125.00	125.00	125.00	

WASTEWATER

Town of Derry, NH
Wastewater Budget Comparison
FY2016 - FY2019



	2016 Revised	2017 Revised	2018 Revised	2019 Adopted	% Change FY18-FY19
Personnel	$ 969,035	$ 928,044	$ 965,709	$ 984,793	2.0%
Operations	605,829	548,735	624,507	665,865	6.6%
Capital	320,000	782,000	252,000	109,000	-56.7%
Transfers	5,222	5,000	19,784	34,325	73.5%
Debt	457,780	443,784	540,500	536,789	-0.7%
Total	$ 2,357,866	$ 2,707,563	$ 2,402,500	$ 2,330,772	-3.0%

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2018

DEPARTMENT: PUBLIC WORKS DIVISON: 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: Maintain pipelines in good working order by removing root intrusions at pipe joints which are a source of mainline blockages until mains can be lined or replaced

   b. Pipeline maintenance rehabilitation: Maintain the sewer collection system in good condition free of blockages and infiltrations through mainline video inspections, jet cleaning and the removal of accumulating debris. Repair infiltration and structural defects by relining pipelines and point repairs to increase the service life. Replace mains as needed and cost-effective to do so.

   c. Manhole rehabilitation: Maintain sewer manhole structures in good condition free of structural defects and infiltration through inspections, repairs and replacements.

   d. Maintain 10 sewer lift stations and the Wastewater Treatment Facility in good working order to provide continued uninterrupted service in accordance with State of NH and US EPA rules and regulations.

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. Maintain a qualified, well equipped and motivated workforce through employee training, education and wellness safety programs

4. Conversion to Utility Billing Customer Information System (UBCIS)

5. Implement Asset Management work order and reporting system and complete integration with Town's GIS.

6. Fund system capital improvements needed to sustain overall level of service and performance, to protect the Town's investment and to improve capacity to promote growth needed to maintain a sustainable rate structure.

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

92 Department: PUBLIC WORKS DEPT — Activity Center : WASTEWATER

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	WW PERMANENT POSITIONS	569,479	588,865	605,625	631,980	26,355	631,757	631,757
120	WW TEMPORARY POSITIONS	4,800	6,517	5,040	6,720	1,680	6,720	6,720
140	WW OVERTIME	52,440	40,948	53,374	49,527	(3,847)	49,527	49,527
190	WW OTHER COMPENSATION	31,504	57,244	33,509	25,661	(7,848)	25,661	25,661
200	WW EMPLOYEE BENEFITS	259,920	250,134	258,273	261,411	3,138	261,188	261,188
291	WW TRAINING & CONFERENCES	9,955	5,990	6,500	6,500	0	6,500	6,500
292	WW UNIFORMS	3,401	2,861	3,388	3,440	52	3,440	3,440
	TOTAL Personnel Services	**931,499**	**952,558**	**965,709**	**985,239**	**19,530**	**984,793**	**984,793**
	Operations & Maintenance							
310	WW ARCHITECT/ENGINEERING	11,000	1,230	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	2,065	3,452	2,075	2,450	375	2,450	2,450
341	WW TELEPHONE	3,034	3,699	3,430	3,730	300	3,730	3,730
342	WW DATA PROCESSING	26,053	20,476	9,855	11,955	2,100	11,955	11,955
390	WW OTHER PROFESSIONAL SVS	23,800	24,429	23,800	25,543	1,743	25,543	25,543
410	WW ELECTRICITY	256,790	258,988	254,730	240,565	(14,165)	240,565	240,565
411	WW HVAC	12,117	10,043	8,400	10,160	1,760	10,160	10,160
430	WW REPAIRS & MAINTENANCE	55,400	28,965	80,400	70,900	(9,500)	70,900	70,900
440	WW RENTAL & LEASES	5,439	2,752	5,979	2,480	(3,499)	2,480	2,480
480	WW PROPERTY INSURANCE	38,073	37,756	38,073	26,130	(11,943)	26,130	26,130
550	WW PRINTING	2,250	2,482	2,250	2,400	150	2,400	2,400
560	WW DUES & SUBSCRIPTIONS	2,280	1,361	2,280	2,131	(149)	2,131	2,131
610	WW GENERAL SUPPLIES	24,500	24,487	24,500	27,250	2,750	27,250	27,250
620	WW OFFICE SUPPLIES	1,500	1,330	1,500	2,000	500	2,000	2,000
625	WW POSTAGE	6,435	6,559	6,435	7,976	1,541	7,976	7,976
630	WW MAINT & REPAIR SUPPLIES	91,300	123,393	84,000	159,000	75,000	159,000	159,000
635	WW GASOLINE	3,460	5,043	4,825	6,300	1,475	6,300	6,300
636	WW DIESEL FUEL	6,160	3,648	3,375	3,195	(180)	3,195	3,195
640	WW CUSTODIAL & HOUSEKEEPING	2,500	1,800	2,500	2,500	0	2,500	2,500

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

92 Department: PUBLIC WORKS DEPT — Activity Center : WASTEWATER

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
650	WW GROUNDSKEEPING SUPPLIES	4,400	3,340	34,700	11,200	(23,500)	11,200	11,200
660	WW VEHICLE REPAIRS	11,158	18,636	11,650	16,050	4,400	16,050	16,050
670	WW BOOKS & PERIODICALS	250	115	250	250	0	250	250
690	WW OTHER NON CAPITAL	5,000	3,636	7,500	19,700	12,200	19,700	19,700
	TOTAL Operations & Maintenance	**595,964**	**587,617**	**624,507**	**665,865**	**41,358**	**665,865**	**665,865**
	Capital Outlay							
710	WW LAND & IMPROVEMENTS	0	0	0	0	0	0	0
720	WW BUILDINGS	0	0	100,000	12,000	(88,000)	12,000	12,000
730	WW OTHER IMPROVEMENTS	872,515	288,247	106,339	0	(106,339)	0	0
740	WW MACHINERY & EQUIPMENT	20,000	0	25,000	97,000	72,000	97,000	97,000
760	WW VEHICLES	0	0	127,000	0	(127,000)	0	0
780	WW INTANGIBLE ASSETS	6,262	4,696	0	0	0	0	0
	TOTAL Capital Outlay	**898,776**	**292,943**	**358,339**	**109,000**	**(249,339)**	**109,000**	**109,000**
	Transfers							
901	WTR TFR TO GENERAL FUND	0	0	14,784	29,325	14,541	29,325	29,325
940	WW TFR TO OTHER GOVERNMENTS	0	0	0	0	0	0	0
960	WW TFR TO TRUST/AGENCY FUND	5,000	5,000	5,000	5,000	0	5,000	5,000
	TOTAL Transfers	**5,000**	**9,696**	**19,784**	**34,325**	**14,541**	**34,325**	**34,325**
	Debt Service							
980	WW DEBT SERVICE	443,784	442,824	434,161	536,789	102,628	536,789	536,789
	TOTAL Debt Service	**443,784**	**552,660**	**434,161**	**536,789**	**102,628**	**536,789**	**536,789**
	TOTAL WASTEWATER	**2,875,023**	**2,395,474**	**2,402,500**	**2,331,218**	**(71,282)**	**2,330,772**	**2,330,772**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: WASTEWATER	Description	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
99203000 033540	WW NH WATER POLLUTION GRANTS	61,250.00	62,046.00	62,046.00	72,344.00	72,344.00	72,344.00	
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	.00	.00	.00	
99204000 034030	WW SEWER USER CHARGES	1,209,388.90	1,272,577.00	1,272,577.00	1,254,141.00	1,253,695.00	1,253,695.00	
99204000 034031	WW SEPTIC DUMPING FEE	3,630.85	5,431.00	5,431.00	3,420.00	3,420.00	3,420.00	
99204000 034032	WW INSPECTION SERVICES	650.00	1,000.00	1,000.00	1,250.00	1,250.00	1,250.00	
99204000 034033	WW SEPTIC DUMPING LICENCE	100.00	75.00	75.00	100.00	100.00	100.00	
99204000 034034	WW INTEREST/PENALTY CHARGES	10,346.50	10,500.00	10,500.00	10,500.00	10,500.00	10,500.00	
99204000 034036	WW BASE CHARGE	901,781.04	915,642.00	915,642.00	927,303.00	927,303.00	927,303.00	
99204000 034037	WW SWR SERVICE-REPAIR/CLEANING	.00	250.00	250.00	250.00	250.00	250.00	
99204000 034039	WW CHARGE ABATEMENT	.00	.00	.00	.00	.00	.00	
99205000 035001	WW SPECIAL ASSESSMNT-CAPIMPROV	9,825.00	12,120.00	12,120.00	12,500.00	12,500.00	12,500.00	
99205000 035003	WW SPECIAL ASSESSMENT-INTEREST	417.54	500.00	500.00	500.00	500.00	500.00	
99205000 035011	WW SALE OF TOWN PROPERTY	1,250.00	.00	.00	.00	.00	.00	
99205000 035020	WW INTEREST EARNED ON INVESTME	13,026.38	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00	
99205000 035020 WWCR	WW CAP RESERVE INTEREST	2,453.15	1,000.00	1,000.00	2,500.00	2,500.00	2,500.00	
99205000 035022	GAIN ON FAIR MKT VALUE-INVESTM	-51.21	.00	.00	50.00	50.00	50.00	
99205000 035022 WWCR	GAIN ON FAIR MKT VALUE-INVESTM	-1,039.59	.00	.00	.00	.00	.00	
99205000 035061	WW W/COMP & DISABILITY REIMB	.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	
99205000 035066	WW INSURANCE CLAIM REIMB	.00	.00	.00	.00	.00	.00	
99205000 035090	WW MISCELLANEOUS REVENUE	6,049.13	.00	.00	.00	.00	.00	
99206000 039110	INTERFUND TFR FROM G/F	.00	20,000.00	20,000.00	.00	.00	.00	

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: WASTEWATER		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
99206000 039140 WWAF	TFR FROM WWAF FUNDS	22,557.62	31,180.00	31,180.00	36,850.00	36,850.00	36,850.00	
99206000 039140 WWCA	TFR FROM WASTEWATER	5,000.00	.00	.00	.00	.00	.00	
99206000 039150 WWCR	WW TFR FROM CAPITAL RESERVE	4,696.00	.00	.00	.00	.00	.00	
99209000 039399	WW BUDGETARY USE OF FUND BAL	.00	60,369.00	60,369.00	.00	.00	.00	
99211000 999063	WW BOND REFUNDING DEFER INFLOW	2,209.98	.00	.00	.00	.00	.00	
TOTAL WASTEWATER		2,253,541.29	2,402,500.00	2,402,500.00	2,331,218.00	2,330,772.00	2,330,772.00	

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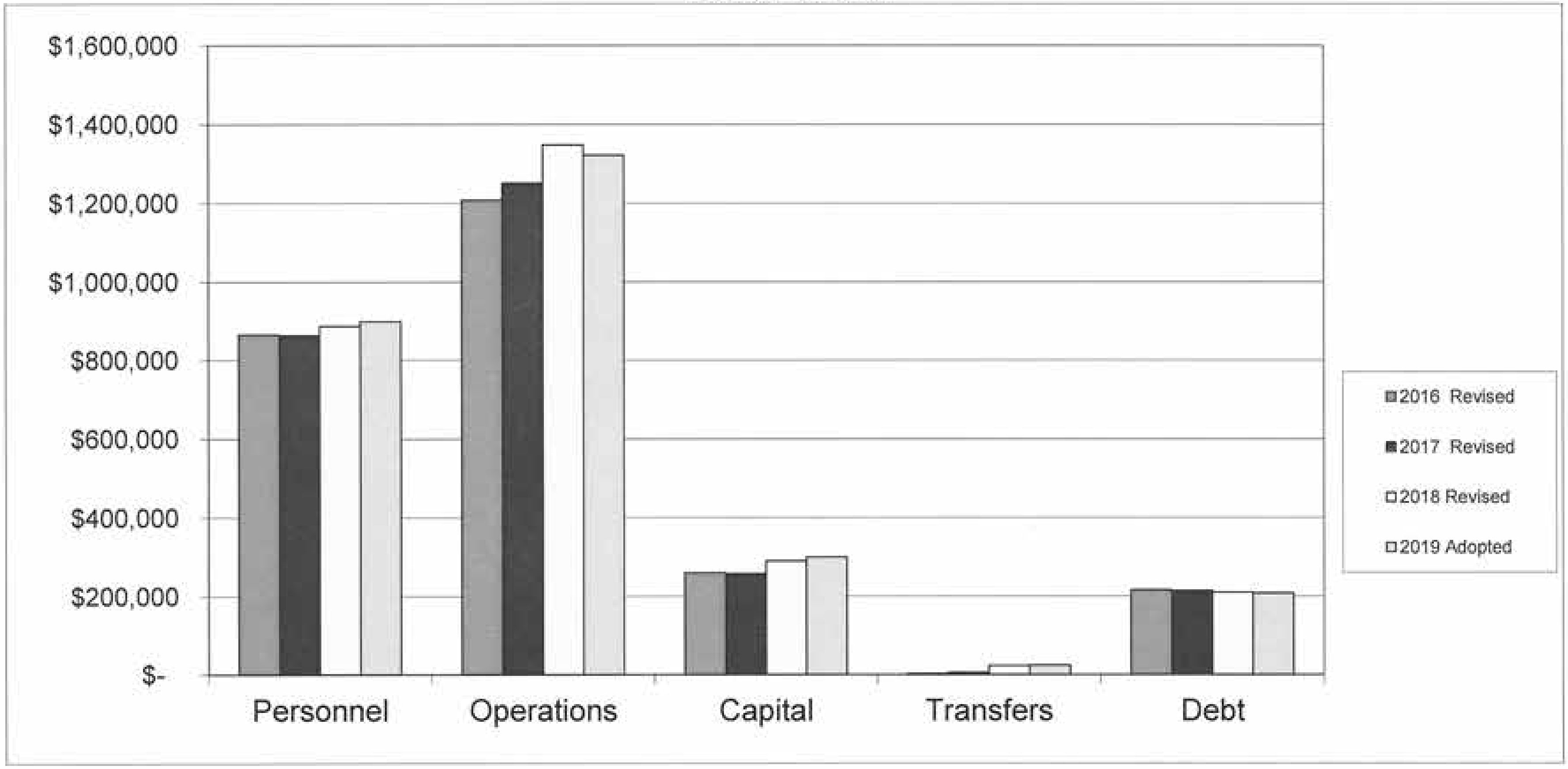
WATER

Town of Derry, NH
Water Budget Comparison
FY2016 - FY2019



	2016 Revised	2017 Revised	2018 Revised	2019 Adopted	% Change FY18-FY19
Personnel	$ 864,719	$ 862,401	$ 887,077	$ 899,357	1.4%
Operations	1,207,734	1,251,252	1,348,637	1,322,597	-1.9%
Capital	260,000	258,001	290,000	300,000	3.4%
Transfers	2,500	5,160	22,702	23,710	4.4%
Debt	216,658	214,858	210,510	208,658	-0.9%
Total	$ 2,551,611	$ 2,591,672	$ 2,758,926	$ 2,754,322	-0.2%

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

DEPARTMENT: PUBLIC WORKS DIVISON: WATER FUND

DEPARTMENT MISSION:

To provide safe, reliable, potable water to 18,000 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: Maintain all service and mainline shut-off valves in good working order through exercising and replacement.
    b. Meter Inspection, Testing and Replacement Program: Maintain all water service meters in good working order to ensure accurate billing. Maintain less than 10% unaccounted for water in the system.
    c. Cross-Connection Control Program: Comply with State of NH regulations on Cross-Connection Control to prevent the contamination of the water supply through interconnections with non-potable water systems. Inspect and test high hazard backflow prevention devices twice/yr & low hazard devices once/yr.
    d. Hydrant replacement program: Maintain all hydrants in good working order through regular preventative maintenance, repairs and replacements.
    e. Water Main Replacement: Maintain the water distribution system to ensure high water quality and adequate working pressures through flushing, lining, repairs and replacements. Replace undersized old transite/AC and cast iron mains susceptible to leaking and breakage and/or contributing to water quality and pressure issues.
    f. Maintain 6 booster stations, 2 control valve vaults, Municipal Water Storage tank and 3 community water systems through regular inspections, equipment maintenance and repairs and replacements of worn and outdated underperforming equipment.
    g. Conduct incremental leak detection surveys to identify and repair water leaks and minimize lost water.
3. Meet NHDES & EPA water quality requirements.
4. Maintain a qualified, well-equipped and motivated workforce through employee training, education, wellness and safety programs
5. Conversion to MUNIS Utility Billing Customer Information System (UBCIS)
6. Implement Asset Management work order and reporting system and complete integration with Town's GIS.
7. Fund capital improvements needed to sustain overall level of service and performance, to protect the Town's investment and to improve capacity to promote growth needed to maintain a sustainable rate structure.

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

90 Department: PUBLIC WORKS DEPT — Activity Center : WATER

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	WTR PERMANENT POSITIONS	515,045	528,582	542,570	562,355	19,785	562,132	562,132
120	WTR TEMPORARY POSITIONS	4,800	6,517	5,040	6,720	1,680	6,720	6,720
140	WTR OVERTIME	55,218	46,478	56,529	53,660	(2,869)	53,660	53,660
190	WTR OTHER COMPENSATION	42,279	66,437	40,521	36,956	(3,565)	36,956	36,956
200	WTR EMPLOYEE BENEFITS	235,358	227,252	232,716	230,372	(2,344)	230,149	230,149
291	WTR TRAINING & CONFERENCES	9,955	2,682	6,500	6,500	0	6,500	6,500
292	WTR UNIFORMS	3,201	3,092	3,201	3,240	39	3,240	3,240
	TOTAL Personnel Services	**865,856**	**881,039**	**887,077**	**899,803**	**12,726**	**899,357**	**899,357**
	Operations & Maintenance							
310	WTR ARCHITECT/ENGINEERING	1,000	0	1,000	1,000	0	1,000	1,000
320	WTR LEGAL	1,000	0	1,000	1,000	0	1,000	1,000
340	WCA CAPRES BANK FEE	1,900	2,911	1,900	2,200	300	2,200	2,200
341	WTR TELEPHONE	6,310	6,049	5,050	5,050	0	5,050	5,050
342	WTR DATA PROCESSING	30,388	17,976	11,243	14,411	3,168	14,411	14,411
390	WTR OTHER PROFESSIONAL SVS	20,550	18,412	13,450	14,650	1,200	14,650	14,650
410	WTR ELECTRICITY	42,800	51,278	52,145	49,250	(2,895)	49,250	49,250
411	WTR HVAC	8,550	5,054	7,960	7,980	20	7,980	7,980
412	WTR WATER	771,682	857,657	826,641	845,238	18,597	845,238	845,238
430	WTR REPAIRS & MAINTENANCE	49,500	13,919	93,700	50,700	(43,000)	50,700	50,700
440	WTR RENTAL & LEASES	40,793	43,125	38,922	43,974	5,052	43,974	43,974
480	WTR PROPERTY INSURANCE	30,734	30,478	30,734	25,893	(4,841)	25,893	25,893
490	WTR OTHER PROPERTY RELATED SVS	15,000	13,002	15,000	15,000	0	15,000	15,000
550	WTR PRINTING	3,150	4,599	3,150	3,310	160	3,310	3,310
560	WTR DUES & SUBSCRIPTIONS	2,505	1,394	3,005	2,345	(660)	2,345	2,345
610	WTR GENERAL SUPPLIES	13,990	10,689	13,990	13,990	0	13,990	13,990
620	WTR OFFICE SUPPLIES	1,500	1,336	2,000	2,000	0	2,000	2,000
625	WTR POSTAGE	5,936	7,452	5,936	6,007	71	6,007	6,007
630	WTR MAINT & REPAIR SUPPLIES	157,440	62,278	168,411	162,924	(5,487)	162,924	162,924
635	WTR GASOLINE	6,800	12,826	9,750	11,925	2,175	11,925	11,925

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

90	Department: PUBLIC WORKS DEPT			Activity Center : WATER				
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
636	WTR DIESEL FUEL	10,395	9,507	12,600	11,700	(900)	11,700	11,700
640	WTR CUSTODIAL & HOUSEKEEPING	1,500	0	1,500	1,500	0	1,500	1,500
650	WTR GROUNDSKEEPING SUPPLIES	1,000	1,010	1,000	1,000	0	1,000	1,000
660	WTR VEHICLE REPAIRS	12,950	11,743	14,950	13,950	(1,000)	13,950	13,950
670	WTR BOOKS & PERIODICALS	100	0	100	100	0	100	100
690	WTR OTHER NON CAPITAL	20,000	31,791	13,500	15,500	2,000	15,500	15,500
	TOTAL Operations & Maintenance	**1,257,473**	**1,214,786**	**1,348,637**	**1,322,597**	**(26,040)**	**1,322,597**	**1,322,597**
Capital Outlay								
730	WTR OTHER IMPROVEMENTS	3,556,988	2,587,274	671,099	250,000	(421,099)	250,000	250,000
760	WTR VEHICLES	38,000	40,610	0	50,000	50,000	50,000	50,000
780	WTR INTANGIBLE ASSETS	6,262	4,696	0	0	0	0	0
	TOTAL Capital Outlay	**3,601,250**	**2,632,580**	**671,099**	**300,000**	**(371,099)**	**300,000**	**300,000**
Transfers								
901	WTR TFR TO GENERAL FUND	0	1,784,298	17,542	18,710	1,168	18,710	18,710
940	WTR TFR TO OTHER GOVERNMENTS	160	0	160	0	(160)	0	0
960	WTR TFR TO TRUST/AGENCY FUND	5,000	5,000	5,000	5,000	0	5,000	5,000
	TOTAL Transfers	**5,160**	**1,789,298**	**22,702**	**23,710**	**1,008**	**23,710**	**23,710**
Debt Service								
980	WTR DEBT SERVICE	214,858	213,416	210,510	208,658	(1,852)	208,658	208,658
	TOTAL Debt Service	**214,858**	**288,240**	**210,510**	**208,658**	**(1,852)**	**208,658**	**208,658**
	TOTAL WATER	**5,944,597**	**6,805,943**	**3,140,025**	**2,754,768**	**(385,257)**	**2,754,322**	**2,754,322**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: WATER	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
99003000 033540 MTBE NH WATER POLLUTION GRANTS	1,784,297.58	.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	906.00	850.00	850.00	850.00	850.00	850.00	
99004000 034020 WTR BILLED WATER USAGE	1,345,587.04	1,300,859.00	1,300,859.00	1,288,311.00	1,287,865.00	1,287,865.00	
99004000 034021 WTR FINAL BILL FEE	3,270.00	2,700.00	2,700.00	2,700.00	2,700.00	2,700.00	
99004000 034022 WTR SERVICE CHARGES-JOB WORKS	32,533.62	31,188.00	31,188.00	28,593.00	28,593.00	28,593.00	
99004000 034022 BULK WTR BULK WATER SALES	27,769.00	22,000.00	22,000.00	20,000.00	20,000.00	20,000.00	
99004000 034022 HOOK WTR HOOKUP FEE	12,050.20	24,167.00	24,167.00	22,105.00	22,105.00	22,105.00	
99004000 034022 INSTL WTR INSTALL METER & READER	9,564.63	9,863.00	9,863.00	10,258.00	10,258.00	10,258.00	
99004000 034022 MSDC W MERRIMACK RIVER SOURCE DEVEL	23,255.91	37,848.00	37,848.00	31,761.00	31,761.00	31,761.00	
99004000 034023 WTR PERMIT & INSPECTION FEES	1,200.00	1,350.00	1,350.00	1,400.00	1,400.00	1,400.00	
99004000 034024 WTR INTEREST/PENALTY-DEL ACCTS	16,301.00	16,000.00	16,000.00	16,000.00	16,000.00	16,000.00	
99004000 034026 WTR BASE CHARGES	778,441.60	843,456.00	843,456.00	843,886.00	843,886.00	843,886.00	
99004000 034029 WTR CHARGE ABATEMENT	.00	.00	.00	.00	.00	.00	
99005000 035001 WTR BETTERMENT-CAPITAL ASSESS	33,485.00	5,000.00	5,000.00	10,000.00	10,000.00	10,000.00	
99005000 035003 WTR BETTERMENT-INTEREST ASSESS	8,855.32	9,000.00	9,000.00	8,000.00	8,000.00	8,000.00	
99005000 035011 WTR SALE OF TOWN PROPERTY	14,500.00	.00	.00	10,000.00	10,000.00	10,000.00	
99005000 035020 WTR INTEREST EARNED ON WTRFUND	33,159.82	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	
99005000 035022 GAIN ON FAIR MKT VALUE-INVESTM	-51.21	.00	.00	50.00	50.00	50.00	
99005000 035032 HYDRA WTR HYDRANT RENTAL BY FIRE	414,013.00	414,013.00	414,013.00	419,064.00	419,064.00	419,064.00	
99005000 035061 WTR W/COMP & DISABILITY REIMB	.00	100.00	100.00	100.00	100.00	100.00	
99005000 035063 WTR REIMBURSEMENT-NONGOVERNMEN	810.00	.00	.00	1,000.00	1,000.00	1,000.00	

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: WATER		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
99005000 035066	WTR INSURANCE CLAIM REIMB	1,296.60	.00	.00	.00	.00	.00	
99005000 035090	WTR MISCELLANEOUS REVENUE	2,494.79	250.00	250.00	250.00	250.00	250.00	
99006000 039110 MTBE	INTERFUND TFR FROM G/F MTBE	.00	.00	357,258.00	.00	.00	.00	
99006000 039141 WCA	TFR FROM WATER	5,000.00	.00	.00	.00	.00	.00	
99009000 039399	WTR BUDGETARY USE OF FUND BAL	.00	1,170.00	25,011.00	1,328.00	1,328.00	1,328.00	
99011000 999063	W BOND REFUNDING DEFER INFLOW	3,734.84	.00	.00	.00	.00	.00	
TOTAL WATER		4,571,586.59	2,758,926.00	3,140,025.00	2,754,768.00	2,754,322.00	2,754,322.00	

CABLE TV

Town of Derry, NH

Department Mission and Objectives
Fiscal Year 2019

DEPARTMENT: EXECUTIVE	ACTIVITY CENTER: CABLE

Department Mission:

Derry Community Television operates the Community Access Media Center for the Town of Derry, NH. This includes operation of the Government Channel (DTV 17) and the Public Access Channel (DTV 23.) while leveraging social, streaming, On-Demand and other emerging digital media production and distribution solutions.

We strive to generate and facilitate superior programing that highlights and enriches Derry's local culture. We aim to be a creative hub for the community's media enjoyment and engagement as we evolve towards optimal usage of emerging and traditional media. We offer many ways for individuals and groups to participate in featuring the stories and events relevant to Derry that inform, inspire, enlighten and entertain our community.

DTV 17 broadcasts Town meetings and programs relating to government affairs in Derry.

DTV 23 offers programs produced on the local, state, regional and national level. Public access television exists to offer the community a voice to share interests and learn more about the stories and events that effect their lives.

Department Objectives:

Channel 17

- Broadcasts Town government meetings live enabling residents to see their local governments at work. Meetings are replayed until that body meets again.
- Provide coverage of major Town events and elections so residents can get information about what is going on in their community as it happens.
- Partners with Town departments and community leaders to create shows that allow taxpayers to understand what services are available to them as members of our community.
- Offers public service announcements and general government information.
- Supports emergency management efforts by providing information to the public during emergencies.

Channel 23

- Promotes expression 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.
- Recruits and trains members and volunteers to create programs and series and help cover live productions and local events.
- Produces programing that highlights community events.
- Casts informative messaging for viewers about upcoming events and opportunities.
- Continues community outreach and education efforts.

Objectives regarding our technology

- Long range capital improvements and upgrades to our equipment remain in progress. As we move forward with these upgrades we will have CIP projects to complete over the next few years.

- In FY 2019 we will have to replace the Broadcast Automation Servers, Wireless Remote/Studio Link, Studio Lighting upgrades, as well as major upgrades to the Meeting Room A/V systems.
- In FY 2020 Replace the studio Tri-Caster and the Remote Production Trailer Tri-Caster.
- In FY 2021 Replacement of Remote Cameras.

Town of Derry, NH

Activity Center Narrative, Programs and Activities
Fiscal Year 2019

DEPARTMENT: EXECUTIVE — ACTIVITY CENTER: CABLE

NARRATIVE

2019 marks an exciting time in the evolution of Derry's community Media Access Center. To remain relevant in an evolving media landscape, we are broadening our scope with our commitment to further use of emerging digital media alongside our conventional distribution channels. We will also offer increased opportunities for engagement with the Access Center such as expansion of our Workshop Series and Media Camps as well as increased opportunities for internship and other ways of getting involved.

Increasing our online presence via a more robust multimedia website, use of current broadcast technology along with partnership and development with our network of sister stations across The Country will build upon the value and engagement that the DTV has offered our community for many years.

Pairing the power of the latest broadcast and production technology available with the robust creative energy of our community will facilitate increased coverage of local events and increase opportunity of engagement in the media the matters most to the viewers and patrons we serve.

Derry Community Television's two channels, DTV 17 and DTV 23, will continue to grow as an important resource for the residents of Derry as we add streaming and Video-On-Demand capabilities, offering more ways for the community to stay connected.

DTV 17 provides live coverage of government meetings. We also stream the meetings live on our webpage. We rebroadcast these meetings daily, so viewers have many opportunities to see their Town Council, Planning Board, Zoning Board and Conservation Commission in action. Meetings can be watched online via our Web-Site and selecting VOD Meetings. Government related events and elections are also broadcast on C17.

DTV 23 works to increase awareness and enhance community pride and culture. Daily programs produced by residents provide an entertaining local viewpoint on what is happening in our community. *The Veteran's Forum, Derry Open Mic, It's your Move*, Mental Health Matters and *Bettering Our Community* are proudly produced or in development at our station along with upcoming coverage of local athletics and town sponsored events. Internally produced programming includes important events such as DerryFest, The Holiday Parade and other ceremonies and celebrations important to our community.

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 updates.

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 development to shooting and editing to distribution.
Community Outreach: We are available to outreach to civic groups, non-profit entities such as charity or religious groups, schools and any other group interested in learning more about the services we provide and how, by working together, we may further their mission.
Non-Profit Services: 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 (ACM-NE). Producers are encouraged to share their programs with PEG Media, an online service (pegmedia.org). We use programs from these organizations to support our DTV 23 programming.

Anyone wishing to discover more about the services we offer and ways to become involved may log on and contact us at www.derrynh.org/cable.

Town of Derry
Activity Center Narrative, Programs and Activities
FY 2019

DEPARTMENT: Derry Educational Access Television	ACTIVITY CENTER:

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

Other School Board events are covered "LIVE", for example: Public Hearings, 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

Department Mission and Objectives

Fiscal Year 2019

Department:

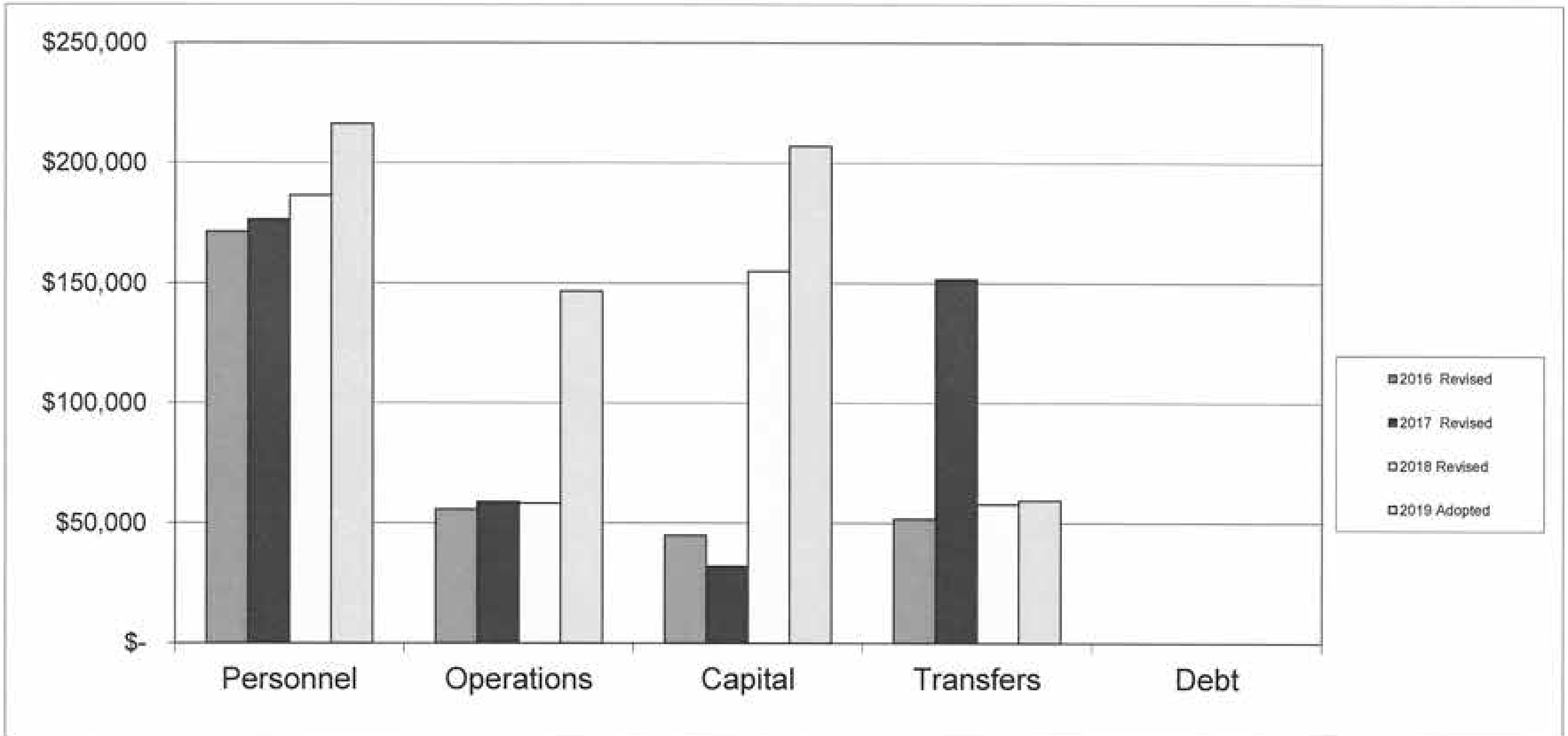
Department Mission:

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, NH
Cable Budget Comparison
FY2016 - FY2019



	2016 Revised	2017 Revised	2018 Revised	2019 Adopted	% Change FY18-FY19
Personnel	$ 171,639	$ 176,605	$ 186,544	$ 216,278	13.7%
Operations	55,792	58,892	58,273	146,673	60.3%
Capital	45,000	32,000	155,000	207,000	25.1%
Transfers	51,646	151,646	57,800	59,248	2.4%
Debt	-	-	-	-	N/A
Total	$ 324,077	$ 419,143	$ 457,617	$ 629,199	37.5%

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

34 Department: EXECUTIVE DEPT — Activity Center : CABLE TV

Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Personnel Services							
110	CAB PERMANENT POSITIONS	92,812	92,834	96,466	69,831	(26,635)	69,831	69,831
120	CAB TEMPORARY POSITIONS	38,125	38,439	45,030	97,400	52,370	97,400	97,400
190	CAB OTHER COMPENSATION	3,818	4,549	4,691	0	(4,691)	0	0
200	CAB EMPLOYEE BENEFITS	40,525	37,606	39,032	31,909	(7,123)	37,972	37,972
291	CAB TRAINING & CONFERENCES	1,075	2,057	1,075	36,075	35,000	6,075	6,075
292	CAB UNIFORMS	250	0	250	5,000	4,750	5,000	5,000
	TOTAL Personnel Services	**176,605**	**175,486**	**186,544**	**240,215**	**53,671**	**216,278**	**216,278**
	Operations & Maintenance							
320	CAB LEGAL	0	0	0	10,000	10,000	10,000	10,000
341	CAB TELEPHONE	2,618	2,115	723	723	0	723	723
342	CAB DATA PROCESSING	4,379	4,868	4,300	5,500	1,200	5,500	5,500
430	CAB REPAIRS & MAINTENANCE	2,500	1,442	2,500	2,500	0	2,500	2,500
440	CAB RENTAL & LEASES	20,250	20,662	20,000	20,000	0	20,000	20,000
550	CAB PRINTING	0	0	0	10,000	10,000	5,000	5,000
560	CAB DUES & SUBSCRIPTIONS	640	453	650	1,750	1,100	1,750	1,750
610	CAB GENERAL SUPPLIES	2,500	1,571	2,500	2,500	0	2,500	2,500
620	CAB OFFICE SUPPLIES	1,000	28	1,000	1,000	0	1,000	1,000
625	CAB POSTAGE	300	77	300	300	0	300	300
630	CAB MAINT & REPAIR SUPPLIES	850	578	1,750	1,750	0	1,750	1,750
660	CAB VEHICLE REPAIRS	500	0	5,500	1,000	(4,500)	6,000	6,000
670	CAB BOOKS & PERIODICALS	400	297	450	450	0	450	450
690	CAB OTHER NON CAPITAL	22,955	17,431	18,600	69,200	50,600	89,200	89,200
	TOTAL Operations & Maintenance	**58,892**	**54,098**	**58,273**	**126,673**	**68,400**	**146,673**	**146,673**
	Capital Outlay							
740	CAB MACHINERY & EQUIPMENT	32,000	17,960	155,000	207,000	52,000	207,000	207,000
	TOTAL Capital Outlay	**32,000**	**17,960**	**155,000**	**207,000**	**52,000**	**207,000**	**207,000**
	Transfers							
901	CAB TFR TO GENERAL FUND	100,000	100,000	4,288	5,614	1,326	5,614	5,614

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

34	Department: EXECUTIVE DEPT			Activity Center : CABLE TV				
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
940	CAB TFR TO OTHER GOVERNMENTS	51,646	10,747	53,512	53,634	122	53,634	53,634
	TOTAL Transfers	151,646	110,747	57,800	59,248	1,448	59,248	59,248
Debt Service								
	TOTAL CABLE TV	419,143	358,291	457,617	633,136	175,519	629,199	629,199

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: CABLE TV	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
30020200 032101 CABLE FRANCHISE FEE	388,414.29	454,417.00	454,417.00	400,000.00	400,000.00	400,000.00	
30020400 034010 CABLE ADVERTISING REVENUE	.00	100.00	100.00	100.00	100.00	100.00	
30020400 034013 CABLE COPY CHARGES	10.00	100.00	100.00	100.00	100.00	100.00	
30020500 035011 CAB SALE OF TOWN PROPERTY	66.00	3,000.00	3,000.00	1,500.00	1,500.00	1,500.00	
30020500 035090 CAB MISCELLANEOUS REVENUE	276.00	.00	.00	.00	.00	.00	
30020900 039399 BUDGETARY USE OF FUND BALANCE	.00	.00	.00	231,436.00	227,499.00	227,499.00	
TOTAL CABLE TV	388,766.29	457,617.00	457,617.00	633,136.00	629,199.00	629,199.00	

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Program ID: bgnyrpts

Tax Increment Financing (TIF) Districts

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

99	Department: TAX INCREMENT FINANCING DIST				Activity Center : TIF DISTRICT			
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Debt Service							
980	TIF DEBT SERVICE	537,316	537,315	533,308	525,422	(7,886)	525,422	525,422
	TOTAL Debt Service	**537,316**	**537,315**	**533,308**	**525,422**	**(7,886)**	**525,422**	**525,422**
	TOTAL TIF DISTRICT	**537,316**	**537,315**	**533,308**	**525,422**	**(7,886)**	**525,422**	**525,422**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: TIF DISTRICT	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
19901000 031100 ASH ASH REAL ESTATE TAX REVENUE	217,853.00	230,921.00	230,921.00	227,335.00	227,335.00	227,335.00	
19901000 031100 RTE28 RTE 28 REAL ESTATE TAX REVENUE	545,158.00	302,387.00	302,387.00	298,087.00	298,087.00	298,087.00	
19909000 039399 ASH USE OF ASH ST TIF FUND BALANCE	.00	4,246.00	4,246.00	4,246.00	4,246.00	4,246.00	
19909000 039399 RTE28 USE OF RTE28 TIF FUND BALANCE	.00	10,600.00	10,600.00	10,600.00	10,600.00	10,600.00	
TOTAL TIF DISTRICT	763,011.00	548,154.00	548,154.00	540,268.00	540,268.00	540,268.00	
TOTAL REVENUE	25,186,753.92	24,341,544.00	26,121,685.30	24,088,710.00	23,667,724.00	23,876,025.00	
TOTAL EXPENSE	.00	.00	.00	.00	.00	.00	
GRAND TOTAL	25,186,753.92	24,341,544.00	26,121,685.30	24,088,710.00	23,667,724.00	23,876,025.00	

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

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Program ID: bgnyrpts

Capital Improvement Plan (CIP)

for

Fiscal Years

2019-2024

Town of Derry, New Hampshire
Capital Improvements Plan

Derry
NEW HAMPSHIRE

FY2019 - FY2024

Prepared by the Town Administrator's Capital Improvement Planning Committee

Town Councilor Jim Morgan
Public Works Director Mike Fowler
Fire Chief Mike Gagnon
Town Administrator Dave Caron
Planning Board member Jim MacEachern
Chief Financial Officer Sue Hickey
Police Chief Ed Garone

Presented to the Derry Planning Board: ***February 21, 2018***

Adopted by the Derry Town Council: ***,2018***

Table of Contents

Introduction

The preparation and adoption of a Capital Improvements Plan (CIP) is an important part of Derry's budget process. A CIP aims to recognize and resolve deficiencies in existing public facilities and anticipate and plan for future demand for capital facilities. A CIP is a multi-year schedule that lays out a series of municipal projects and their associated costs. Over the six-year period considered by the CIP, it shows how the Town should plan to expand or renovate facilities and services to meet the demands of existing or new population and businesses.

A CIP is an **advisory document** that can serve many purposes, among them to:

- Guide the Town Council in the annual budgeting process;
- Contribute to stabilizing the Town's real property tax rate;
- Aid the prioritization, coordination, and sequencing of various municipal improvements;
- Inform residents, business owners, and developers of planned improvements.

Although the CIP is a planning document and advisory in nature, it does serve a critical purpose to help identify capital needs and, equally important, requires the Town to identify the source of funding to pay for equipment and projects. Historically, virtually all major capital expenditures have been funded with Capital Reserve Funds, which are replenished through transfers from the Unallocated Fund Balance (UFB) in accordance with Town Council policy.

The Council's policy limits the amount of transfer to $1.5M annually; a review of past transfer amounts confirms that dependency on UFB to fund the Town's capital needs is unpredictable. However, until the Town can develop additional revenue sources and transition some funding away from reliance upon UFB, that's the mechanism which is currently available, and the CIP should reflect that fact.

This plan is built upon a conservative estimate of $750,000 available annually for transfer into Capital Reserve Funds. As the first $650,000 of available UFB is earmarked for tax rate stabilization, the Town's general fund will need to generate $1.4M between excess revenues and unexpended appropriations to meet this target. At this level of investment, the amount of funds available is insufficient to meet the capital needs of the Town, which will result in the operation of unreliable equipment with resultant decreases in efficiencies and safety.

In certain years the amount available will exceed estimates; when that occur, the CIP should be reworked to accelerate capital acquisitions which better reflect the true needs of the organization.

Information contained in this report was submitted to the Committee from the various town

Departments and Boards and Committees that supplied information on their projects. Although this Capital Improvements Plan spans a six-year planning horizon the Plan is updated annually to reflect changing demands, new needs, and regular assessment of priorities.

This document contains those elements required by law to be included in a Capital Improvements Plan. The Derry Capital Improvement Planning Committee has prepared this report under the authority of the Town Administrator pursuant to Section 9.8 of the Town Charter.

For purposes of the CIP, a "capital project" is defined as a tangible project or asset having a cost of at least $100,000 and a useful life of at least five years or funded from capital reserve funds. Eligible items include new buildings or additions, land purchases, studies, substantial road improvements and purchases of major vehicles and equipment. To provide the Town Council with all pertinent information, items such as building repairs and equipment purchases should be combined, which usually results in exceeding the $100,000 threshold. Operating expenditures for personnel and other general costs are not included. Expenditures for maintenance or repair are generally not included unless the cost or scope of the project is substantial enough to increase the level of a facility improvement.

Financing Methods

In the project summaries below, there are several different financing methods used. Four methods require appropriations, either as part of the Town's annual operating budget or as independent warrant articles at Town Meeting.

The ***1-Year Appropriation (GF)*** refers to those projects proposed to be funded by the general fund within a single fiscal year.

The ***Capital Reserve (CRF)*** method requires appropriations over more than one year, with the actual project being accomplished only when the total appropriations meet the project cost.

Lease/Purchase (LP) method has been used by the Fire Department and other departments for the purchase of major vehicles.

Bonds (BD) are generally limited to the most expensive capital projects, such as major renovations, additions, or new construction of municipal buildings or facilities, and allow capital facilities needs to be met immediately while spreading out the cost over many years in the future.

Grants (GR) are also utilized to fund capital projects; typically, grants will cover a portion of the overall project cost, and the Town is responsible for the remaining percentage of the project cost.

Tax Increment Financing (TIF) TIF Districts allow the Town to use increases in valuation of property to directly pay off bonds for infrastructure improvements and capital projects within a defined district. TIF Districts are set up and administered according to NH RSA 162-K.

Access Fee (AF) refers to money collected from users of a systems, dedicated to ongoing maintenance of town-wide infrastructure.

Lastly, the Town can take advantage of ***Public/Private Partnerships***, where a private organization shares the costs of funding a capital project.

Identification of Departmental Capital Needs

The Derry CIP Committee collects forms from Department Heads and Committee Chairs to identify potential capital needs and provide descriptions for the project requests. Forms are tailored by the CIP Committee to generate information that defines the relative need and urgency for projects and enables long-term monitoring of a project's useful life and returns.

After written descriptions of potential capital projects are submitted, department along with a representatives from the Town Council and Planning Board meet as the CIP Committee to review and explain their capital needs and priorities and to explore alternative approaches available to achieve the optimum level of capital needs and improvements.

The CIP Committee evaluates requests submitted from Department Heads, Boards & Committees, and assigns them to the 6-year schedule according to the priority of all capital requests. The following pages describe each of the requests that have been placed in the 6-year CIP program, and include: spreadsheets of the schedule, funding sources, tax impacts, and other required information.

Priority System

Priority 1 – Urgent
Cannot Be Delayed: Needed immediately for health & safety

Priority 2 - Necessary
Needed within 3 years to maintain basic level & quality of community services.

Priority 3 - Desirable
Needed within 4-6 years to improve quality or level of services.

Priority 4 - Deferrable
Can be placed on hold until after 6 year scope of current CIP, but supports community development goals.

Priority 5 - Premature
Needs more research, planning & coordination

Priority 6 - Inconsistent
Contrary to land-use planning or community development goals.

TOWN OF DERRY

SUMMARY OF ALL CAPITAL PROJECTS (TOTAL PROJECT COSTS) FY 2019- 2024

Department/Project	COST	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL
PUBLIC WORKS									
Highway / Buildings and Grounds	$10,770,000	$720,000	$2,100,000	$2,075,000	$1,975,000	$1,490,000	$1,600,000	$1,530,000	$10,770,000
Cemetery	$110,000	$0	$110,000	$0	$0	$0	$0	$0	$110,000
Code Enforcement	$35,000	$0	$0	$35,000	$0	$0	$0	$0	$35,000
Transfer Station	$325,000	$152,000	$125,000	$75,000	$50,000	$75,000	$0	$0	$325,000
Vehicle Maintenance	$40,000		$40,000	$0	$0	$0	$0	$0	$40,000
Parks and Recreation	$310,000	$178,001	$110,000	$0	$165,000	$0	$35,000	$0	$310,000
Highway Sub-Total	$11,590,000	$1,050,001	$2,485,000	$2,185,000	$2,190,000	$1,565,000	$1,635,000	$1,530,000	$11,590,000
FIRE DEPARTMENT									
Fire Equipment / Personal Protection	$660,000	$0	$0	$510,000	$60,000	$35,000	$35,000	$20,000	$660,000
Apparatus and Vehicles	$3,250,000	$400,000	$805,000	$0	$1,275,000	$130,000	$750,000	$290,000	$3,250,000
EMS / Training Equipment	$128,000	$0	$32,000	$38,000	$0	$38,000	$0	$20,000	$128,000
Communication / Station	$692,496	$150,548	$110,853	$229,143	$300,000	$0	$0	$52,500	$692,496
Emergency Management	$172,000	$0	$74,000	$23,000	$75,000	$0	$0	$0	$172,000
Fire Sub-Total	$4,902,496	$550,548	$1,021,853	$800,143	$1,710,000	$203,000	$785,000	$382,500	$4,902,496
POLICE DEPARTMENT									
Various Police Projects	$1,036,354	$0	$298,341	$367,938	$0	$0	$370,075	$0	$1,036,354
Police Sub-Total	$1,036,354	$0	$298,341	$367,938	$0	$0	$370,075	$0	$1,036,354
GENERAL GOVERNMENT									
Police and Fire Communications System	$0	$1,610,012	$0	$0	$0	$0	$0	$0	$0
Information Technology	$384,000	$48,000	$113,000	$35,000	$0	$130,000	$106,000	$0	$384,000
Exepndable Maintenance Trust - Bldgs. & Grounds	$713,000	$230,731	$23,000	$505,000	$0	$25,000	$80,000	$80,000	$713,000
Exit 4A Construction	$1,972,289	$0	$0	$1,972,289	$0	$0	$0		$1,972,289
Sub-Total - General Govt	$3,069,289	$1,888,743	$136,000	$2,512,289	$0	$155,000	$186,000	$80,000	$3,069,289
Grand Total - Town Projects	$20,598,139	$3,489,292	$3,941,194	$5,865,370	$3,900,000	$1,923,000	$2,976,075	$1,992,500	$20,598,139
Summary - ALL CAPITAL PROJECTS									
General Fund Projects	$20,598,139	$3,489,292	$3,941,194	$5,865,370	$3,900,000	$1,923,000	$2,976,075	$1,992,500	$20,598,139
Water Enterprise Fund Projects	$9,431,000	$258,001	$1,281,000	$7,025,000	$375,000	$250,000	$250,000	$250,000	$9,431,000
Wastewater Enterprise Fund Projects	$6,013,000	$295,000	$0	$200,000	$0	$138,000	$525,000	$5,150,000	$6,013,000
Cable Department Projects	$621,000	$157,000	$207,000	$205,000	$117,000	$92,000	$0	$0	$621,000
TOTAL - ALL CAPITAL PROJECTS	$36,663,139	$4,199,293	$5,429,194	$13,295,370	$4,392,000	$2,403,000	$3,751,075	$7,392,500	$36,663,139

FINANCING PLAN FOR CIP MUNICIPAL PROJECTS FY2019 - 2024

DEPARTMENT	CAPITAL PROJECT	COST	SOURCES OF	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
HIGHWAY										
	Highway / Buildings and Grounds	$10,770,000	Project Cost	$720,000	$2,100,000	$2,075,000	$1,975,000	$1,490,000	$1,600,000	$1,530,000
			Bridge Improvement Fund		-$85,000	-$400,000				
			Taxation		-$1,450,000	-$1,450,000	-$1,450,000	-$1,450,000	-$1,450,000	-$1,450,000
			Capital Reserve Fund - Lease	-$720,000	-$565,000	-$225,000	-$525,000	-$40,000	-$150,000	-$80,000
			Net Payout (Annual Debt Pmts)	$0	$182,587	$229,367	$313,268	$321,585	$313,040	$212,160
	Cemetery	$110,000	Project Cost		$110,000					
			Capital Reserve Fund - Lease		-$110,000					
			Net Payout (Annual Debt Pmts)		$29,421	$29,421	$26,876	$26,877	$22,880	
	Code Enforcement	$35,000	Project Cost			$35,000				
			Capital Reserve Fund - Lease			-$35,000				
			Net Payout (Annual Debt Pmts)			$7,280	$7,280	$7,280	$7,280	$7,280
	Transfer Station	$325,000	Project Cost	$152,000	$125,000	$75,000	$50,000	$75,000		
			Capital Reserve Fund - Lease	-$152,000	-$125,000	-$75,000	-$50,000	-$75,000		
			Net Payout (AnnualDebt Pmts)	$0	$74,831	$90,431	$81,838	$94,437	$67,600	$41,600
	Vehicle Maintenance	$40,000	Project Cost		$40,000					
			Capital Reserve Fund		-$40,000					
			Net Payout		$0					
	Parks and Recreation	$310,000	Project Cost	$178,001	$110,000		$165,000		$35,000	
			Capital Reserve Fund - Lease	-$178,001	-$110,000		-$165,000		-$35,000	
			Net Payout (Annual Debt Pmts)	$0	$22,880	$22,880	$57,200	$57,200	$64,480	$41,600
	Water (All from Enterprise Fund)	$9,431,000	Project Cost	$258,001	$1,281,000	$7,025,000	$375,000	$250,000	$250,000	$250,000
			State Loan Fund		-$1,031,000	-$6,640,000				
			Offsetting Revenue	-$258,001	-$250,000	-$385,000	-$375,000	-$250,000	-$250,000	-$250,000
			Net Payout (Loan Pmts)	$0	$128,875	$1,504,098	$1,502,255	$1,471,663	$1,441,070	$1,410,478
	Wastewater (All from Enterprise Fund / CRF)	$6,013,000	Project Cost	$295,000		$200,000		$138,000	$525,000	$5,150,000
			Offsetting Revenue			-$200,000		-$138,000	$0	$0
			State Loan Fund							-$5,150,000
			Capital Reserve Funds - Lease	-$295,000		$0		$0	-$525,000	$0
			Net Payout (Loan/Lease Pmts)	$0		$0		$0	$118,125	$759,250
	Total Public Works:	$27,034,000								
FIRE DEPARTMENT										
	Prevention and Emergency Services	$660,000	Project Cost		$0	$510,000	$60,000	$35,000	$35,000	$20,000
			Grant		$0	-$459,000	$0	$0	$0	$0
			Capital Reserve Funds		$0	-$51,000	-$60,000	-$35,000	-$35,000	-$20,000
			Net Payout		$0	$0	$0	$0	$0	$0
	Apparatus and Vehicles	$3,250,000	Project Cost	$400,000	$805,000	$0	$1,275,000	$130,000	$750,000	$290,000
			Capital Reserve Fund - Lease	-$400,000	-$805,000	$0	-$1,275,000	-$130,000	-$750,000	-$290,000
			Net Payout (Annual Debt Pmts)	$0	$109,433	$107,567	$286,700	$495,990	$349,353	$591,760

FINANCING PLAN FOR CIP MUNICIPAL PROJECTS FY2019 - 2024

DEPARTMENT	CAPITAL PROJECT	COST	SOURCES OF	$0	$0	$0	$0	$0	$0	$0
	EMS Equipment	$128,000	Project Cost		$32,000	$38,000	$0	$38,000	$0	$20,000
			Capital Reserve Funds		-$32,000	-$38,000	$0	-$38,000	$0	-$20,000
			Net Payout		$0	$0	$0	$0	$0	$0
	Communications / Station	$692,496	Project Cost	$150,548	$110,853	$229,143	$300,000	$0	$0	$52,500
			Capital Reserve Funds	-$150,548	-$110,853	-$229,143	-$300,000	$0	$0	-$52,500
			Net Payout	$0	$0	$0	$0	$0	$0	$0
	Emergency Management	$172,000	Project Cost		$74,000	$23,000	$75,000			
			Grant / Operating		-$74,000	-$23,000	-$75,000			
			Net Payout		$0	$0	$0			
	Total Fire:	$4,902,496								
POLICE DEPARTMENT										
	Various Police Projects	$738,013	Project Cost			$367,938			$370,075	
			Taxation - Lease			-$367,938			-$370,075	
			Net Payout			$130,005	$127,552	$125,099	$130,760	$128,293
	Various Police Projects	$298,341	Project Cost		$298,341					
			Capital Reserve Fund		-$286,179					
			Grant		-$12,162					
			Net Payout		$0					
	Total Police:	$1,036,354								
GENERAL GOVERNMENT										
	Police and Fire Communications System *PD Share (59%) = $949,907.08* *FD Share (41%) = $660,104.92*	$0	Project Cost		$0					
			Capital Reserve Fund - Lease		-$1,610,012					
			Net Payout (Debt Pmts)		$14,489	$189,980	$187,062	$184,184	$181,286	$178,388
	Information Technology	$384,000	Project Cost	$48,000	$113,000	$35,000		$130,000	$106,000	
			Capital Reserve Fund	-$48,000	-$113,000	-$35,000		-$130,000	-$106,000	
			Net Payout	$0	$0	$0		$0	$0	
	Cable Department (All from Cable Fund Balance)	$621,000	Project Cost	$157,000	$207,000	$205,000	$117,000	$92,000		
			Offsetting Revenue	-$157,000	-$207,000	-$205,000	-$117,000	-$92,000		
			Net Payout	$0	$0	$0	$0	$0		
	Exit 4A	$1,972,289	Project Cost			$1,972,289				
			GO Bond - Taxation			-$1,972,289				
			Net Payout (Debt Pmts)			$246,536	$241,605	$236,675	$231,744	$226,813
	Expendable Maintenance Trust	$713,000	Project Cost	$76,300	$23,000	$505,000	$0	$25,000	$80,000	$80,000
			Exp Maint Trust Fund	-$76,300						
			Net Payout	$0						
	Total General Government:	$3,690,289								
MUNICIPAL GOV'T		$36,663,139								

NET TAX IMPACT ANALYSIS
MUNICIPAL GOVT
CURRENT DEBT SCHEDULE

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
MUNICIPAL GOVERNMENT							
General Fund Only - Bonds							
Principle	635,000	615,000	577,500	482,500	327,500	325,000	322,500
Interest	147,517	112,867	95,860	80,200	69,425	61,380	53,340
Total Debt Pmts	**$782,517**	**$727,867**	**$673,360**	**$562,700**	**$396,925**	**$386,380**	**$375,840**
General Fund Only - Lease							
Principle	670,318	521,999	487,890	275,467	279,603	0	0
Interest	32,247	23,985	15,802	8,334	4,198	0	0
Total Debt Pmts	**$702,565**	**$545,984**	**$503,692**	**$283,801**	**$283,801**	**$0**	**$0**
Annual Bond/Lease Payments	**$1,485,082**	**$1,273,851**	**$1,177,052**	**$846,501**	**$680,726**	**$386,380**	**$375,840**
Net Tax Impact	$0.53	$0.45	$0.41	$0.29	$0.23	$0.13	$0.13
Debt Schedule as Proposed in CIP (GF Only)	$220,994	$433,621	$1,053,467	$1,329,399	$1,549,327	$1,368,423	$1,243,084
Proposed Debt Schedule	**$1,706,076**	**$1,707,472**	**$2,230,519**	**$2,175,900**	**$2,230,053**	**$1,754,803**	**$1,618,924**
Pay as you go - Capital Reserve Fund	**$702,565**	**$2,381,032**	**$821,081**	**$2,190,000**	**$413,000**	**$1,414,075**	**$390,000**
Pay as you go - Operating	**$1,450,000**	**$1,450,000**	**$1,580,005**	**$1,577,552**	**$1,575,099**	**$1,580,760**	**$1,578,293**
Pay as you go - Grants	**$0**	**$47,162**	**$482,000**	**$75,000**			
Pay as you go - Other Funds	**$710,001**	**$1,488,000**	**$7,430,000**	**$492,000**	**$480,000**	**$775,000**	**$5,400,000**

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Capital Reserve Funds:							
Contributions:							
Police							
Fire							
DPW							
Wastewater							
Information Technology							
Total CRFs	$0	$0	$0	$0	$0	$0	$0
Net Tax Impact	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Expendable Maint Trust Fund	$230,731	$0	$0	$0	$0	$0	$0
Revenue Offsets:							
Capital Reserve Funds	$702,565	$2,381,032	$821,081	$2,190,000	$413,000	$1,414,075	$390,000
Other Funds	$710,001	$1,488,000	$7,430,000	$492,000	$480,000	$775,000	$5,400,000
Other Funds - Grants	$0	$47,162	$482,000	$75,000	$0	$0	$0
Other (UFB)	$0	$0	$0	$0	$0	$0	$0
Total Revenue Offsets:	$1,412,566	$3,916,194	$8,733,081	$2,757,000	$893,000	$2,189,075	$5,790,000
Total Municipal Capital Outlay	$3,156,076	$3,110,310	$3,328,524	$3,678,452	$3,805,152	$3,335,563	$3,197,217
Net Tax Impact	$1.12	$1.10	$1.17	$1.28	$1.31	$1.14	$1.08
Tax Base	$2,810,913,612	$2,833,400,921	$2,856,068,128	$2,878,916,673	$2,901,948,007	$2,925,163,591	$2,948,564,899

Note: Tax base for FY 2017 from 11/2016 Tax Rate Calculation

TOWN OF DERRY, NH

Six Year Capital Improvement Plan

Fiscal Years 2018 - 2023

Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
POLICE										
Marked Cruiser Replacement Program (Ford Interceptor)	Purchase or lease marked fleet every three years. Year 1 - Year 3	387,460	Lease/Operating Budget			367,938			370,075	
Speed Collection Project	Expansion of equipment to assist in collecting vehicle speeds.	24,324	Capital Reserve Fund / Grant		24,324					
Taser Replacement Project	Replacement EOL equipment	82,840	Capital Reserve Fund		82,840					
AED Replacement Project	Replace aged AED's that are no longer covered by warranty	15,704	Capital Reserve Fund		15,704					
Mobile Radios	Replace and upgrade system that reaches EOL in 2019	126,046	Capital Reserve Fund		126,046					
Marked Utility Vehicle (Pickup Truck)	Replace 13 year old pickup truck/ Utility Vehicle	49,427	Capital Reserve Fund		49,427					
TOTAL POLICE				0	298,341	367,938	0	0	370,075	0

Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
FIRE										
Prevention and Emergency Services										
Equipment and Personal Protection										
Water rescue	Replace boat, ice, rapid water and water rescue equipment.	35,000	Capital Reserve Fund							
Thermal Imaging Cameras	Replace 5 thermal image cameras	70,000	Capital Reserve Fund					35,000	35,000	
Self-Contained Breathing Apparatus	Replace Self-Contained Breathing Apparatus (SCBA)	510,000	Grant / Capital Reserve Fund			510,000				
Portable Hazardous Materials Gas Monitoring Equipme	Replace 5 Multi-Gas Monitors (Oxygen, Carbon Monoxide, Hydrogen Sulfide, Flammable Gases, &	20,000	Capital Reserve Fund							20,000
Battery Powered Rescue Tools	Battery operated Cutter, Spreader, and Ram Tools	60,000	Capital Reserve Fund				60,000			
Equipment & PPE Sub-Totals					0	510,000	60,000	35,000	35,000	20,000
Apparatus and Vehicles										
Ambulance replacement	Medic C '09 Chevy - Year 1 - Year 10	290,000	Lease - CRF							290,000
Ambulance replacement	Medic B '09 Chevy - Year 1 - Year 10	280,000	Lease - CRF				280,000			
Vehicle replacement	Command Vehicle '05 Chevy Suburban - Bundled Lease 5 Years	65,000	Lease - CRF					65,000		
Fire apparatus replacement	Engine 4 '00 Pierce - Year 1 - Year 10 Bundled	750,000	Lease - CRF						750,000	
Fire apparatus replacement	Engine 3 '01 Pierce - Year 1 - Year 10 Bundled (Move to FY25)	800,000	Lease - CRF	400,000						
Fire apparatus replacement	Replace Rescue 1, 2002 Ford F550 (Move to FY27)	500,000	Lease - CRF							
Forestry unit replacement	Forestry 1 '02 Ford F350 4X4	120,000	Lease - CRF							
Fire apparatus replacement	Replace Rescue Pumper Engine 2	750,000	Lease - CRF		750,000					
Fire apparatus replacement	Replace Tower Ladder Truck	995,000	Lease - CRF				995,000			
Vehicle replacement	Replace 2002 GMC 2500 w/plow	55,000	Lease - CRF		55,000					
Mechanic's vehicle replacement	M-1 '02 Chevrolet 2500HD 4X4	65,000	Lease - CRF					65,000		
Fire apparatus replacement	Tanker -Water Supply '91 Mack - Year 1 - Year 5	750,000	Lease - CRF							
Apparatus and Vehicles Sub-Totals				400,000	805,000	0	1,275,000	130,000	750,000	290,000

Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
EMS Equipment										
Lucus 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	Capital Reserve Fund	286,050	32,000					
Cardiac monitor replacement	Cardiac Monitor. Replace outdated technology and to comply with American Heart Association ACLS guidelines	38,000	Capital Reserve Fund			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	Capital Reserve Fund					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	64,000	Capital Reserve Fund							$20,000
EMS / Training Equipment Sub-Totals					**32,000**	**38,000**	**0**	**38,000**	**0**	**20,000**
Prevention and Emergency Services Totals				286,050	837,000	38,000	1,275,000	168,000	760,000	310,000
Communications / Station										
Replace mobile and portable radios	Replacement of Mobile and Portable Radios 6 (2 Dual Head.)	110,853	Capital Reserve Fund		110,853					
Replace portable radios	Replacement of Mobile and Portable Radios 6 (2 Dual Head.)	104,143	Capital Reserve Fund			104,143				
Fire Station Construction - Central	Increase square footage to meet current and future needs of the department	[redacted]	[redacted]				[redacted]			
Fire Department Training Facility	Technical training facility									
Replace Fire Station Alerting System	Fiber IP based alerting system. Current system is copper hard wired.	125,000	Capital Reserve Fund				125,000			
Town 100 MA Fire Alarm Notification System	Upgrade and Replace Form 4 System	25,000	Capital Reserve Fund				25,000			
Upgrade and Enhance Computer Aided Dispatch	Upgrade existing modules and purchase additional CAD/RMS modules to improve efficiency	150,000	Capital Reserve Fund				150,000			
Knox Box Decoder Replacement	Replace/add knox box decoder in each vehicle	30,000	Capital Reserve Fund							
Replace Radio Box Receivers	Replace 2 units that are at EOL	105,000	Capital Reserve Fund							52,500
Communication/Station Totals					**110,853**	**229,143**	**300,000**	**0**	**0**	**52,500**
Prevention and Communications Total					947,853	1,772,143	1,575,000	168,000	760,000	362,500

Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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			
Advisory AM Radio System Upgrade	Upgrade emergency alert AM radio system to VHF radio link and remove from cooper wire audio distribution. IP based audion control and flashing alert sign installation.	74,000	Operating/(Fed/State Grant)		74,000					
Communication and Radio	Mobile command vehicle radio upgrade	23,000	Operating/ (Fed/State Grant)			23,000				
Emergency Management Totals					74,000	23,000	75,000	0	0	0

Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
PUBLIC WORKS										
Highway										
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	485,000	Bridge Improvement Fund		85,000	400,000				
Pavement Management	Pavement management program	8,700,000	Operating		1,450,000	1,450,000	1,450,000	1,450,000	1,450,000	1,450,000
Sunset Ave - Culvert Replacement	Replace/upgrade existing culvert crossing with a precast concrete box culvert.	200,000	Capital Project Fund				200,000			
Hood Pond Dam Repair	NHDES mandated upgrades to spillway	400,000	Bond/BAN	400,000						
Vehicle Replacement Program	Ford F550 (Highway) 533B	20,000	Capital Reserve Fund	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	40,000	Capital Reserve Fund		40,000					
Vehicle Replacement Program	Intl Lo-Pro Veh 559	110,000	Capital Reserve Fund		110,000					
Vehicle Replacement Program	Mack 10 Ton Truck (Highway) 575	225,000	Capital Reserve Fund			225,000				
Vehicle Replacement Program	F350 Truck 601	40,000	Capital Reserve Fund							40,000
Vehicle Replacement Program	F350 Truck 602	40,000	Capital Reserve Fund							40,000
Vehicle Replacement Program	Ford F350 Truck 550	40,000	Capital Reserve Fund					40,000		
Vehicle Replacement Program	Trackless MT5 Sidewalk Tractor 580	100,000	Capital Reserve Fund				100,000			
Vehicle Replacement Program	Sidewalk Plow 609	150,000	Capital Reserve Fund						150,000	
Vehicle Replacement Program	Ford F350 Truck 557A	180,000	Capital Reserve Fund		180,000					
Vehicle Replacement Program	Case Loader Veh 548	235,000	Capital Reserve Fund		235,000					
Vehicle Replacement Program	Mack 10 whl Truck 535A	225,000	Capital Reserve Fund				225,000			
Highway Sub-Totals				**720,000**	**2,100,000**	**2,075,000**	**1,975,000**	**1,490,000**	**1,600,000**	**1,530,000**
Cemetery										
Vehicle Replacement Program	Ford F350 (Cemetery) 516	110,000	Capital Reserve Fund		110,000					
Cemetery Sub-Totals				**0**	**110,000**	**0**	**0**	**0**	**0**	**0**
Code Enforcement										
Vehicle Replacement Program	Chevy 1500 Truck (Code Enf.) BI-2	35,000	Capital Reserve Fund			35,000				
Code Enforcement Sub-Totals				**0**	**0**	**35,000**	**0**	**0**	**0**	**0**
Transfer Station										
Vehicle Replacement Program	CAT Articulating Loader (Transfer) 547A - Bundled Lease Year 1 - 5	235,000	Capital Reserve Fund	235,000						
Vehicle Replacement Program	1992 Mack 10 wheel (579)	125,000	Capital Reserve Fund		125,000					
Skidsteer/Bobcat	Replace 2012 Bobcat (614)	50,000	Capital Reserve Fund				50,000			
Transfer Trailer Replacement	Regular replacement schedule for fleet of trailers used for transporting solid waste & recyclable materials.	75,000	Capital Reserve Fund			75,000		75,000		
Transfer Station Sub-Totals				**235,000**	**125,000**	**75,000**	**50,000**	**75,000**	**0**	**0**
Vehicle Maintenance										
Vehicle Replacement Program	Chevy 2500 Truck (Veh. Maint.) 594	40,000	Capital Reserve Fund	40,000						
Vehicle Maintenance Sub-Totals				**40,000**	**0**	**0**	**0**	**0**	**0**	**0**

Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Parks & Recreation										
Vehicle / Equipment Replacement Program	Replace 2004 Jacobsen HR-5111 Mower. Purchase a 2016 Jacobsen R311T commercial mower w/ enclosed cab	48,000	Capital Reserve Fund	48,000						
Vehicle / Equipment Replacement Program	Replace 2004 Ford Ranger (#568)	35,000	Capital Reserve Fund	30,000	35,000					
Vehicle / Equipment Replacement Program	Replace 2005 Ford F350 Dump (#532)	50,000	Capital Reserve Fund	50,000						
Vehicle / Equipment Replacement Program	Replace 2007 Ford F350 Dump Truck (#590)	50,000	Capital Reserve Fund	50,000						
Vehicle / Equipment Replacement Program	Canyon GMC 616	35,000	Capital Reserve Fund	35,000					35,000	
Vehicle / Equipment Replacement Program	Replace 2007 Ford F150 Pickup Truck (#561)	35,000	Capital Reserve Fund	0	35,000					
Vehicle / Equipment Replacement Program	Replace 2008 Ford F350 Pickup Truck (#519)	40,000	Capital Reserve Fund	0	40,000					
90' Baseball Diamond	Field Expansion Project to create another 90' regulation baseball diamond	165,000	Capital Reserve Fund	1			165,000			
Parks & Recreation Sub-Totals				213,001	110,000	0	165,000	0	35,000	0
PUBLIC WORKS TOTALS				1,303,432	2,445,000	2,185,000	2,190,000	1,565,000	1,635,000	1,630,000

Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
WATER										
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
Cohas PS Upgrades	Replacement of 3 pumps, electrical and structural upgrades of Cohas Water Booster Pump Station	1,031,000	State Revolving Loan Fund / Water Receipts		1,031,000					
Zone 3 Water System Expansion Phase I: 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	6,640,000	GO Bond	1		6,640,000				
Vehicle Replacement Program	Replace 2012 Ford F550 Mech Utility w/crane 603	125,000	Lease				125,000			
Vehicle Replacement Program	Replace 2009 F350 Pick up w/plow 567A	38,000	Water Receipts	38,000						
Vehicle Replacement Program	Replace - Vehicle 2000 Internation 5-Ton Dump Trk 572	135,000	Water Receipts			135,000				
WATER TOTALS				258,001	1,281,000	7,025,000	375,000	250,000	250,000	250,000

Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
WASTEWATER										
Collection System Improvements	Sewer Lift Station Control System Upgrade	85,000	Wastewater Receipts	20,000						
Collection/ Treatment	WWTP - Lagoon 1 - Replace liner & reinstall new Air Diffusers	1,000,000	State Revolving Loan Fund / Wastewater Receipts							5,150,000
WWTP	Effluent Force Main Replacement -l93 Pillsbury	275,000	Wastewater Receipts	275,000						
Vehicle Replacement Program	Replace - Sewer Cleaner 599	525,000	Lease						525,000	
Vehicle Replacement Program	CASE Backhoe 586, Ford Ranger 587	138,000	Wastewater Receipts					138,000		
WWTP - Emergency Standby Generator	Replace & upgrade 350 kW 480V 545 HP diesel emergency standby/automatic transfer switch	200,000	Wastewater Receipts			200,000				
WASTEWATER TOTALS				295,000	0	200,000	0	138,000	525,000	5,150,000

Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
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	GO Bond			1,972,289				
Communications System - Police and Fire		1,600,000	Lease - CRF Police and Fire	1,610,012						
Update all GIS mapping	Update GIS planimetric mapping to reflect mapping features	35,000	Capital Reserve Fund - IT			35,000				
SAN Storage Replacement	Replace current redundant SAN storage	50,000	Capital Reserve Fund - IT		50,000					
Vehicle	Vehicle for IT use	30,000	Capital Reserve Fund - IT		30,000					
Watchguard Appliance Replacement	Replacement of existing server and software upgrade	13,000	Capital Reserve Fund - IT		13,000					
Replace all copiers reaching EOL in 2022	Partial replacement of leased copiers	50,000	Capital Reserve Fund - IT					50,000		
Backup Appliance Replacement	Replacement of existing backup appliance	26,000	Capital Reserve Fund - IT						26,000	
LAN Expansion	Expansion of Local Area Network - English Range Station	20,000	Capital Reserve Fund - IT		20,000					
DPD Mobile Data Terminal Repolacement	Replacement of current mobile data terminals	80,000	Capital Reserve Fund - IT						80,000	
DFD Mobile Data Terminal Replacement	Replacement of current mobile data terminals	80,000	Capital Reserve Fund - IT	181,664				80,000		
EXECUTIVE / FINANCE SUB-TOTALS				1,791,676	113,000	2,007,289	0	130,000	106,000	0

Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
CABLE										
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			
Broadcast Automation System Channel 23	Replacement of existing server to HD	$75,000	Cable Fund Balance			75,000				
Install Fiber to the Comcast Headend	Replace outdated link to the headend	$30,000	Cable Fund Balance							
UPS Unit Replacements	Routine replacement, end of life	$8,000	Franchise Revenue	2,000	2,000					
Studio										
Radio LPFM Configure	Install Broadcast Equipment	$30,000			20,000	10,000				
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	$60,000	Cable Fund Balance					60,000		
Studio Lighting Conversion to LED	Studio Lighting Conversion to LED	$30,000								
Meeting Room Floor #3										
Replacement of UPS	Routine replacement, end of life	$2,000	Franchise Revenue				2,000	2,000		
Camera Replacements Switch to HD	Replace Meeting Room Cameras HD	$25,000	Franchise Revenue	25,000						
Meeting Room Conversion to HD	Replace Audio System,replace all wiring, Digital HD/IP	$80,000	Cable Fund Balance		80,000					
Meeting Room Tri-Caster Replacement	Expected end of life	$50,000	Cable Fund Balance			50,000				
Mobile Production										
Generator for remote locations	Generator for remote locations	$20,000	Franchise Revenue	5,000		20,000				
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							
Comrex Liveshot/SMT	Wireless Camera Links	$120,000	Cable Fund Balance		30,000	30,000	30,000	30,000		
CABLE TOTALS				157,000	207,000	235,000	117,000	92,000	0	0

Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
EXPENDABLE MAINTENANCE TRUST FUND										
Central Station - Ceiling Insulation	Upgrade insulation throughout bay and living quarters	40,000	EMTF						40,000	
Central Station - HVAC Upgrade	Upgrade HVAC system	25,000	EMTF			25,000				
Central Station - Replace 6 Apparatus Bay Doors	Replace 6 existing apparatus bay overhead doors	25,000	EMTF					25,000		
Island Pond Station - Replace Septic System	Replace aging stone and pipe sanitary system	20,000	EMTF						20,000	
Hampstead Road Station - Replace Septic System	Replace aging stone and pipe sanitary system	20,000	EMTF						20,000	
Install Vehicle Exhaust Removal Drops	Add 3 exhaust drops to existing system to accommodate pieces of equipment not currently covered	30,000	EMTF			30,000				
Dispatch Console Furniture	Replace Dispatch workstations/furniture	80,000	EMTF							80,000
FIRE FACILITIES				**59,000**	**0**	**55,000**	**0**	**25,000**	**80,000**	**80,000**
EXECUTIVE / FINANCE DEPARTMENTS										
Phone Systems	Replace phone system	12,000	Operating/CRF							
POLICE										
Upgrade Fire Alarm Sysytem		20,000	Operating							
Dispatch HVAC System Upgrade		25,000	Operating							
Building & Grounds										
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	Replace HVAC Unit	450,000	EMTF			450,000				
Derry Municipal Center	Upgrade Security Cameras	25,431	Operating	25,431						
Derry Municipal Center	Replace AC unit in Server room	23,000	EMTF		23,000					
Cemetery	Road Resurfacing	25,000		25,000						
Vehicle Replacement Program	Ford F350 (Bldg. & Grounds) 601		Operating/Lease							
Buildings & Grounds Sub-Totals				**95,431**	**23,000**	**450,000**	0	0	0	0
Parks & Recreation										
Alexander-Carr / Playground	Replace playground structure / equipment	75,000	Trust	0						
Alexander-Carr / Playground	Replace / upgrade tennis court lights	30,000	Trust	0						
Ballfield Maintenance / Park Improvements	Consolidated funding for multiple projects. Includes construction & site improvements and repairs	Ongoing	Operating	0						
Parks & Recreation					0	0	0	0	0	0

Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
DERRY PUBLIC LIBRARY TOTALS										
Rubber roof system replacement	Replace 23 year old roof, including fixing flat areas of	$45,000	Capital Reserve Fund	45,000						
Skylight replacements	Replace deteriorating skylights in the rubberized flat roof area in conjunction with the roofing replacement.	$26,254	Capital Reserve Fund	31,300						
Miscellaneous Repairs	Miscellaneous Repairs	50000 - Est	Capital Reserve Fund							
DERRY PUBLIC LIBRARY TOTALS	Building Improvement Plan Currently being Completed with DPW			76,300	0	0	0	0	0	0
TOTAL EXPENDABLE MAINTENANCE TRUST FUND				230,731	23,000	505,000	0	25,000	80,000	80,000
TOTAL CAPITAL IMPROVEMENT/EXPENDABLE MAINTENANCE				4,664,890	5,389,194	12,660,370	4,207,000	2,368,000	3,716,075	7,320,000
TOTAL FUNDING FROM CAPITAL RESERVE FUNDS				4,011,889	2,404,032	1,326,081	2,190,000	438,000	1,491,075	470,000
TOTAL FUNDING FROM OTHER FUNDS				553,001	1,488,000	7,430,000	492,000	480,000	775,000	5,400,000
TOTAL FUNDING FROM GRANTS				0	47,162	482,000	75,000	0	0	0
TOTAL FUNDING FROM TAXATION				0	1,450,000	1,450,000	1,450,000	1,450,000	1,450,000	1,450,000

Listing & Discussion of FY 19 Projects

Police Department	
Speed Collection Equipment – $24,325	Expansion of equipment to assist in collecting vehicle speeds.
Taser Replacement - $82,840	Replacement of end of life equipment used by officers as part of force continuum.
AED Replacement - $15,704	Replacement of Safety Devices out of warranty.
Mobile Radios - $126,046	Replace and upgrade system that reaches end of life in 2019.
Marked Utility Pickup Truck - $49,427	Replace 13-year-old pick-up truck/utility vehicle.
Fire Department	
Replace Rescue Pumper - $750,000	Replace apparatus which is at end of life and showing structural and power deterioration.
Utility Vehicle - $55,000	Replace 2002 GMC 2500 w/plow
Lucus Chest Compression System - $32,000	Two CPR assist devices – A safe and efficient tool that standardizes chest compressions in accordance with latest scientific guidelines.
Mobile and portable Radios - $110,853	Replacement of Mobile and Portable Radios 6 (2 dual head)
Advisory AM Radio System - $74,000	Upgrade emergency alert AM radio system to VHF radio link and remove from copper wire audio distribution. IP based audion control and flashing alert sign installation. (Grant Funded)

Department of Public Works

Culvert Replacement - $85,000	First phase to replace North Shore Road and Beaver Lake Road culverts with a rigid frame precast structure (Bridge Improvement Fund)
Pavement Management - $1,450,000	Annual appropriation for road repair and reconstruction throughout the community.
Highway Vehicles - $565,000	Replacement of the following vehicles: Ford F350 Truck - $40,000 International Lo-Pro - $110,000 Ford F350 Truck - $180,000 Case Loader - $235,000
Cemetery Vehicle - $110,000	Replace F350 Truck - $110,000
Transfer Station Vehicle - $125,000	Replace 1992 Mack Ten-Wheeler
Parks & Rec Vehicles - $110,000	Replacement of the following vehicles: 2004 Ford Ranger - $35,000 2007 Ford F150 - $35,000 2008 Ford F350 - $40,000

DPW – Water Division (User Fees)

Water Main Upgrade - $250,000	Annual replacement and upgrade, 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.
Cohas PS Upgrade - $1,031,000	Replacement of 3 pumps, electrical and structural upgrades to Cohas Water Booster Pump Station. Financed through low-interest NHDES Revolving Loan Fund.

DPW – Wastewater Division (User Fees)

No projects scheduled for FY19

Administrative Services – IT Division

SAN Storage Replacement - $50,000	Replace current redundant SAN storage
Vehicle - $30,000	Vehicle for IT use
Watchguard Appliance - $13,000	Replacement of existing server and software upgrade.
LAN Expansion - $20,000	Expansion of Local Area Network to English Range Station

Cable Division (Franchise Fees)

Video Storage Server - $75,000	Replacement of existing end of life server
UPS Unit Replacements - $2,000	Routine end of life replacement
Radio LPFM - $20,000	Initial investment in FM radio broadcast equipment
Meeting Rm conversion to HD - $80,000	Replace Audio System, replace all wiring, digital HD/IP

Expendable Maintenance Trust

AC unit - $23,000	Replace AC Unit in Server Room

Exit 4A Project

The Town Council previously approve participation in the Exit 4A project by allocating $5.0M towards the study, design, property acquisition and construction of the project. The Town's contribution is to be matched by the Town of Londonderry, with the balance of the project costs to be paid by the State of New Hampshire as the project is now included in the State's 10 Year Highway Plan.

The Town has been funding the project to date on a pay as you go basis, including the use of Unallocated Fund Balance. The project anticipates receiving final Federal Highway Administration approval to facilitate the beginning of the construction phase in late 2019 or early 2020; the remaining amount of Derry's obligation is $1,972,289, which is anticipated to be expended in 2019.

Capital Reserve/Expendable Maintenance Trust Accounts

The Town has established many Capital Reserve and EMT accounts for which annual contributions are made to support long term investments, including fleet maintenance, regular repairs/replacements or recurring costs. The intent is to provide for regular contributions so that full funding is spread over multiple payments. Capital Reserve Fund accounts are created with a vote of the Town Council to authorize the fund. A vote of the Town Council is required to withdraw from the accounts.

The Town Council has adopted a Fund Balance Policy which, among other uses, funds the Towns capital reserve and expendable maintenance trust accounts. Pursuant to this policy, funds may be transferred into these accounts annually without further Town Council action.

The following funds have been created:
Highway
Fire
Police
Information Technology
Expendable Maintenance Trust for Building and Grounds

UFB REVENUE SHARING - ALL DEPARTMENTS

Capital Reserve Outlay - FY19 - FY24

	Total	Percent to Total	$750k Allocation	$1M Allocation	$1.25M Allocation	$1.50M Allocation
Police	$1,711,349.00	13.514%	$86,153.89	$114,871.85	$143,589.82	$172,307.78
Fire	$7,644,790.00	60.370%	$384,859.20	$513,145.60	$641,432.00	$769,718.40
DPW	$2,844,597.00	22.463%	$143,204.63	$190,939.51	$238,674.38	$286,409.26
IT	$462,476.00	3.652%	$23,282.28	$31,043.04	$38,803.80	$46,564.56
EMTF	$0.00	15.000%	$112,500.00	$150,000.00	$187,500.00	$225,000.00
Total	$12,663,212.00		$750,000.00	$1,000,000.00	$1,250,000.00	$1,500,000.00

The FY19-FY24 Capital Improvements plan anticipates annual transfers of $750,000 from Unallocated Fund Balance to Capital Reserve Funds; Town Council policy allows transfers up to $1.5M annually.

CAPITAL RESERVE FUND ANALYSIS
POLICE DEPARTMENT

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY2025	FY2026	FY2027	FY2028	FY2029
Beginning Balance	**1,034,219**	**1,034,219**	**711,827**	**572,075**	**479,311**	**388,257**	**370,045**	**353,542**	**339,156**	**326,516**	**315,623**	**306,476**
Vehicle Replacement (Lease Pmts)		116,410	116,410	71,132	71,131							
Communication System (59%)		8,549	112,088	110,378	108,669	106,959	105,249	103,132	101,386	99,639	97,893	96,146
Speed Collection Project		12,162										
Taser Replacement Project		82,840										
AED Replacement Project		15,704										
Mobile Radios		126,046										
Marked Utility Vehicle (Pickup)		49,427										
Total Outflow	-	411,138	228,498	181,510	179,800	106,959	105,249	103,132	101,386	99,639	97,893	96,146
Total Inflow		88,746	88,746	88,746	88,746	88,746	88,746	88,746	88,746	88,746	88,746	88,746
Ending Balance	**1,034,219**	**711,827**	**572,075**	**479,311**	**388,257**	**370,045**	**353,542**	**339,156**	**326,516**	**315,623**	**306,476**	**299,076**
Annual Change		**(322,392)**	**(139,752)**	**(92,764)**	**(91,054)**	**(18,213)**	**(16,503)**	**(14,386)**	**(12,640)**	**(10,893)**	**(9,147)**	**(7,400)**

CAPITAL RESERVE FUND ANALYSIS
FIRE DEPARTMENT

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
Beginning Balance	2,213,460	1,911,571	1,817,210	1,602,473	1,093,892	699,210	660,388	472,658	261,789	169,884	9,082	(116,876)	(100,471)
Vehicles and Apparatus (Lease Pmts)	301,889	220,994	220,994	135,036	135,036								
Communication System (41%)		5,940	77,892	76,704	75,515	74,327	73,139	71,868	70,454	69,241	68,027	66,814	
Water Rescue					-			35,000					
Thermal Imaging Cameras				35,000	35,000								
SCBA (90% Grant)			51,000										
Portable Hazardous Materials Monitoring Equipment							20,000						
Battery Powered Rescue Tools				60,000									
Apparatus and Vehicles (Lease Pmts)		109,433	107,567	286,700	495,990	349,353	406,950	416,560	376,310	478,420	442,790	301,640	296,150
Lucus Chest Compression System		32,000											
Cardiac Monitor Replacement			38,000										
Medication Infusion Pumps					38,000								
Patient Movement Devices					-		20,000	20,000					
Replace Mobile and Portable Radios		110,853											
Replace Portable Radios			104,143										
Replace Fire Station Alerting System			-	125,000									
Town 100 MA Fire Alarm Notification System				25,000									
Upgrade and Enhance Computer Aided Dispatch				150,000									
Knox Box Decoder Replacement						-			30,000				
Replace Radio Box Receivers				-			52,500	52,500					
Total Outflow	301,889	479,220	599,596	893,440	779,541	423,680	572,589	595,728	476,764	545,661	510,817	368,454	296,150
Total Inflow		384,859	384,859	384,859	384,859	384,859	384,859	384,859	384,859	384,859	384,859	384,859	384,859
Ending Balance	1,911,571	1,817,210	1,602,473	1,093,892	699,210	660,388	472,658	261,789	169,884	9,082	(116,876)	(100,471)	(11,762)
Annual Change		(94,361)	(214,737)	(508,581)	(394,682)	(38,821)	(187,730)	(210,869)	(91,906)	(160,802)	(125,958)	16,405	88,709

CAPITAL RESERVE FUND ANALYSIS
PUBLIC WORKS DEPARTMENT

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
Beginning Balance	1,951,616	1,617,606	1,451,112	1,214,938	871,683	507,509	175,434	15,999	(73,756)	(9,591)	78,494	205,059	348,264
Highway	46,447	182,567	229,367	313,266	321,585	313,040	212,160	165,360	56,160	47,840	16,640		
Cemetery		29,421	29,421	26,676	26,877	22,880							
Code Enforcement			7,280	7,280	7,280	7,280	7,280						
Transfer Station	117,563	74,831	90,431	81,838	94,437	67,600	41,600	26,000	15,600				
Parks and Recreation	130,000	22,880	22,880	57,200	57,200	64,480	41,600	41,600	7,280	7,280			
Vehicle Maintenance	40,000												
Total Outflow	334,010	309,699	379,379	486,460	507,379	475,280	302,640	232,960	79,040	55,120	16,640	-	-
Total Inflow		143,205	143,205	143,205	143,205	143,205	143,205	143,205	143,205	143,205	143,205	143,205	143,205
Ending Balance	1,617,606	1,451,112	1,214,938	871,683	507,509	175,434	15,999	(73,756)	(9,591)	78,494	205,059	348,264	491,469
Annual Change		(166,494)	(236,174)	(343,255)	(364,174)	(332,075)	(159,435)	(89,755)	64,165	88,085	126,565	143,205	143,205

CAPITAL RESERVE FUND ANALYSIS
INFORMATION TECHNOLOGY DEPARTMENT

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
Beginning Balance	161,819	55,915	(73,041)	(123,997)	(100,715)	(207,433)	(290,151)	(266,869)	(243,587)	(243,587)	(243,587)	(243,587)	(243,587)
Copier Replacement	39,238	39,238	39,238										
Desktop Switches	16,666												
Storage Refresh	50,000												
Update GIS Mapping			35,000										
SAN Storage Replacement		50,000											
Vehicle		30,000											
Watchguard Appliance Replacement		13,000											
Replace Copiers					50,000								
Backup Appliance Replacement						26,000							
LAN Expansion (FD)		20,000											
DPD Mobile Data Terminal Replacement						80,000							
DFD Mobile Data Terminal Replacement					80,000								
Total Outflow	105,904	152,238	74,238	-	130,000	106,000	-	-	-	-	-	-	-
Total Inflow		23,282	23,282	23,282	23,282	23,282	23,282	23,282					
Ending Balance	55,915	(73,041)	(123,997)	(100,715)	(207,433)	(290,151)	(266,869)	(243,587)	(243,587)	(243,587)	(243,587)	(243,587)	(243,587)
Annual Change		(128,956)	(50,956)	23,282	(106,718)	(82,718)	23,282	23,282	-	-	-	-	-

CAPITAL RESERVE FUND ANALYSIS
EXPENDABLE MAINTENANCE TRUST FUND

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
Beginning Balance	311,522	80,791	170,291	125,191	137,611	127,551	65,011	4,991	4,991	4,991	4,991	4,991	4,991
Various Projects	230,731												
Fire Facilities			55,000		25,000	80,000	80,000						
Replace AC Unit in DMC Server Room		23,000											
DMC HVAC Replacement			102,600	100,080	97,560	95,040	92,520						
Total Outflow	230,731	23,000	157,600	100,080	122,560	175,040	172,520	-	-	-	-	-	-
Total Inflow		112,500	112,500	112,500	112,500	112,500	112,500						
Ending Balance	80,791	170,291	125,191	137,611	127,551	65,011	4,991	4,991	4,991	4,991	4,991	4,991	4,991
Annual Change		89,500	(45,100)	12,420	(10,060)	(62,540)	(60,020)	-	-	-	-	-	-

Conclusion & Recommendations

The Program of Capital Expenditures herein provides a guide for budgeting and development of Derry's public facilities. The Town Administrator's CIP Committee will review and update the CIP each year prior to budget deliberations. The CIP may be modified each year based on changes in needs and priorities. As noted in the Plan, there are projects proposed where the CIP Committee has determined that there is not enough information to make a recommendation concerning a proposed capital project. These are topics in the opinion of the Committee that should be studied in further detail before funding decisions should be made.

The proposed plan is submitted for review and comment by the Planning Board prior to review and adoption by the Town Council.

The Capital Improvement Plan Committee will continue to seek improvements to this process in an effort to identify and fund necessary capital investments within the voter approval tax cap as set forth under Section 9.4 of the Town Charter.

Appendix A: Town Charter Authorization

TOWN OF DERRY
TOWN CHARTER—SECTION 9.8

(A) The Town Administrator, after consultation with the Planning Board, shall prepare and submit to the Town Council a capital improvement plan at least one month prior to the final date for submission of the budget. The capital improvements program shall include:

(1) A clear summary of its contents.

(2) A list of all capital improvements including major replacements which are proposed to be undertaken during the next 6 fiscal years, including, but not limited to, equipment, sewer and water mains or facilities, roads, sidewalks, bicycle paths or lanes, public open spaces and recreation facilities, new police or fire stations, and other new public facilities and major items of equipment, with appropriate supporting information as to the necessity for such improvements. 28

(3) Cost estimates, methods of financing and recommended time schedule for each improvement.

(4) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

(B) The capital improvements plan shall be based on a period of not less than 6 years and shall be guided by the Master Plan for the Town.

(C) The foregoing information may be revised and extended each year with regard to capital improvements still pending or in process of construction or acquisition.

(D) The Town Council and Planning Board shall meet annually in preparation for and review of the capital improvements plan in a manner determined from time to time by the Town Council.

(E) A summary of the updated capital improvements plan with estimated costs shall be included in the Town report and the current year costs of the capital improvements plan shall be included in the Town budget.

(F) The Town Council shall publish in one or more newspapers of general circulation in the Town a general summary of the capital improvements plan and a notice stating: (1) the times and places where copies of the capital improvements plan are available for inspection by the public; and (2) the date, time and place not less than 2 weeks after such publication, when a public hearing on said plan will be held by the Town Council.

(G) After the public hearing and at the time of adoption of the budget as set forth in Section

Derry
NEW HAMPSHIRE

RESOLUTION #2017-021

To Revise the Town's Fund Balance Policy

WHEREAS, The Town Council on June 18, 2013 adopted a Fund Balance Policy which established a certain retention level of Unallocated Fund Balance and further directed that excess fund balance be transferred to capital reserve funds; and

WHEREAS, the Town's cash flow and fund balance status have been reviewed to ensure that the Town only retains those tax dollars necessary to maintain appropriate reserves and sustain the Town's solid financial condition;

NOW, THEREFORE, BE IT RESOLVED IN COUNCIL that the following changes to the Town of Derry Fund Balance Policy are hereby adopted:

1) Unassigned Fund Balance shall be targeted at 9.5% of the sum of the Town's general fund operating appropriations, the state education tax amount, the local school net tax commitment and the county appropriation (previously 12.5%);
2) Annually, the first $650,000 beyond the 9.5% threshold shall be used to stabilize the tax rate;
3) Annually, Unallocated Fund Balance in excess of the 9.5% threshold and the $650,000 allocated for tax rate stabilization shall be transferred without further action of the Town Council, to capital reserve funds for Police, Information Technology, Fire, Public Works, and Buildings & Grounds Expendable Maintenance Trust, proportional to the proposed expenditures as set forth in the adopted Capital Improvement Plan. The amount of the transfer shall be limited to $1.5M annually;
4) Any Unallocated Fund Balance available beyond that necessary to fulfill the directives within this policy shall be retained and managed pursuant to future Council resolutions.
5) For purposes of this Policy, Unallocated Fund Balance shall be defined according to Governmental Accounting Standards Board Statement No. 54, and shall further include any inter-fund transfers in the form of loans (e.g. Brady Avenue Sewer).

This Resolution shall take effect immediately upon its passage.

Adopted May 16, 2017

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

33	Department: EXECUTIVE DEPT				Activity Center : EMT-EXPEND MAINTAINANCE TRUST			
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Operations & Maintenance							
431	EMT BUILDINGS AND GROUNDS REP	0	0	116,731	22,000	(94,731)	47,000	47,000
432	EMT CEMETERY REPAIRS	0	0	25,000	0	(25,000)	0	0
	TOTAL Operations & Maintenance	**0**	**0**	**141,731**	**22,000**	**(119,731)**	**47,000**	**47,000**
	Capital Outlay							
700	EMT DMC-LAND & IMP	0	0	30,000	0	(30,000)	30,000	30,000
701	EMT P&ES BUILDINGS & IMP	0	0	76,000	23,000	(53,000)	23,000	143,000
	TOTAL Capital Outlay	**0**	**0**	**106,000**	**23,000**	**(83,000)**	**53,000**	**173,000**
TOTAL EMT-EXPEND MAINTAINANCE TRUST		**0**	**0**	**247,731**	**45,000**	**(202,731)**	**100,000**	**220,000**

Town of Derry, NH
FY 2019 Budget
Activity Center Summary By Category

35	Department: EXECUTIVE DEPT			Activity Center : CAPITAL EXPENDITURES				
Acct #	Account Description	FY 2017 Revised Budget	2017 Actual	FY 2018 Revised Budget	2019 Department Recommended	Variance	2019 Town Admin Recommended	2019 Town Council Adopted
	Capital Outlay							
730	CAP EXP OTHER IMPROVEMENTS	0	0	400,000	0	(400,000)	0	0
740	CAP EXP MACHINERY & EQUIP	0	0	2,577,726	746,466	(1,831,260)	746,466	709,767
760	CAP EXP VEHICLES & EQUIP	0	0	890,000	1,604,427	714,427	1,574,427	1,574,427
	TOTAL Capital Outlay	**0**	**0**	**3,867,726**	**2,350,893**	**(1,516,833)**	**2,320,893**	**2,284,194**
	TOTAL CAPITAL EXPENDITURES	**0**	**0**	**3,867,726**	**2,350,893**	**(1,516,833)**	**2,320,893**	**2,284,194**

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: EMT-EXPEND MAINTAINANCE TRUST	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
13309000 039399 EMT EMT USE OF FUND BALANCE	.00	230,731.00	247,731.00	45,000.00	100,000.00	220,000.00	________
TOTAL EMT-EXPEND MAINTAINANC	.00	230,731.00	247,731.00	45,000.00	100,000.00	220,000.00	________

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2019 FY2019 BUDGET FOR PERIOD 99

ACCOUNTS FOR: CAPITAL EXPENDITURES		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2019 Dept Final	2019 Town Admin	2019 Adopted	COMMENT
13503000 033199 EM	FEDERAL $ PASS THRU STATE	.00	.00	.00	36,699.00	36,699.00	.00	
13503000 033199 P&ES	FEDERAL $ PASS THRU STATE	.00	.00	36,699.00	.00	.00	.00	
13503000 033199 PD	FEDERAL $ PASS THRU STATE	.00	.00	.00	12,162.00	12,162.00	12,162.00	
13507000 039340 HWY	BOND & NOTE	.00	400,000.00	400,000.00	.00	.00	.00	
13508000 039390 CEM	CAPITAL LEASE REVENUE	.00	.00	.00	110,000.00	110,000.00	110,000.00	
13508000 039390 HWY	CAPITAL LEASE REVENUE	.00	300,000.00	300,000.00	610,000.00	610,000.00	610,000.00	
13508000 039390 IT	CAPITAL LEASE REVENUE	.00	114,998.00	114,998.00	.00	.00	.00	
13508000 039390 OMO	CAPITAL LEASE REVENUE	.00	1,610,012.00	1,610,012.00	.00	.00	.00	
13508000 039390 P&ES	CAPITAL LEASE REVENUE	.00	350,000.00	350,000.00	805,000.00	805,000.00	805,000.00	
13508000 039390 PRK	CAPITAL LEASE REVENUE	.00	.00	.00	110,000.00	110,000.00	110,000.00	
13508000 039390 SOLAR	CAPITAL LEASE REVENUE	.00	.00	300,000.00	.00	.00	.00	
13508000 039390 TS	CAPITAL LEASE REVENUE	.00	.00	.00	125,000.00	125,000.00	125,000.00	
13509000 039399 HWY	BUDGETARY USE OF FUND BALANCE	.00	68,000.00	68,000.00	.00	.00	.00	
13509000 039399 IT	BUDGETARY USE OF FUND BALANCE	.00	66,666.00	66,666.00	113,000.00	30,843.00	30,843.00	
13509000 039399 P&ES	BUDGETARY USE OF FUND BALANCE	.00	336,050.00	336,050.00	142,853.00	142,853.00	142,853.00	
13509000 039399 PD	BUDGETARY USE OF FUND BALANCE	.00	.00	.00	286,179.00	286,179.00	286,179.00	
13509000 039399 PRK	BUDGETARY USE OF FUND BALANCE	.00	130,000.00	130,000.00	.00	.00	.00	
13509000 039399 TS	BUDGETARY USE OF FUND BALANCE	.00	152,000.00	152,000.00	.00	.00	.00	
13509000 039399 VM	BUDGETARY USE OF FUND BALANCE	.00	40,000.00	40,000.00	.00	.00	.00	
TOTAL CAPITAL EXPENDITURES		.00	3,567,726.00	3,904,425.00	2,350,893.00	2,268,736.00	2,232,037.00	

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