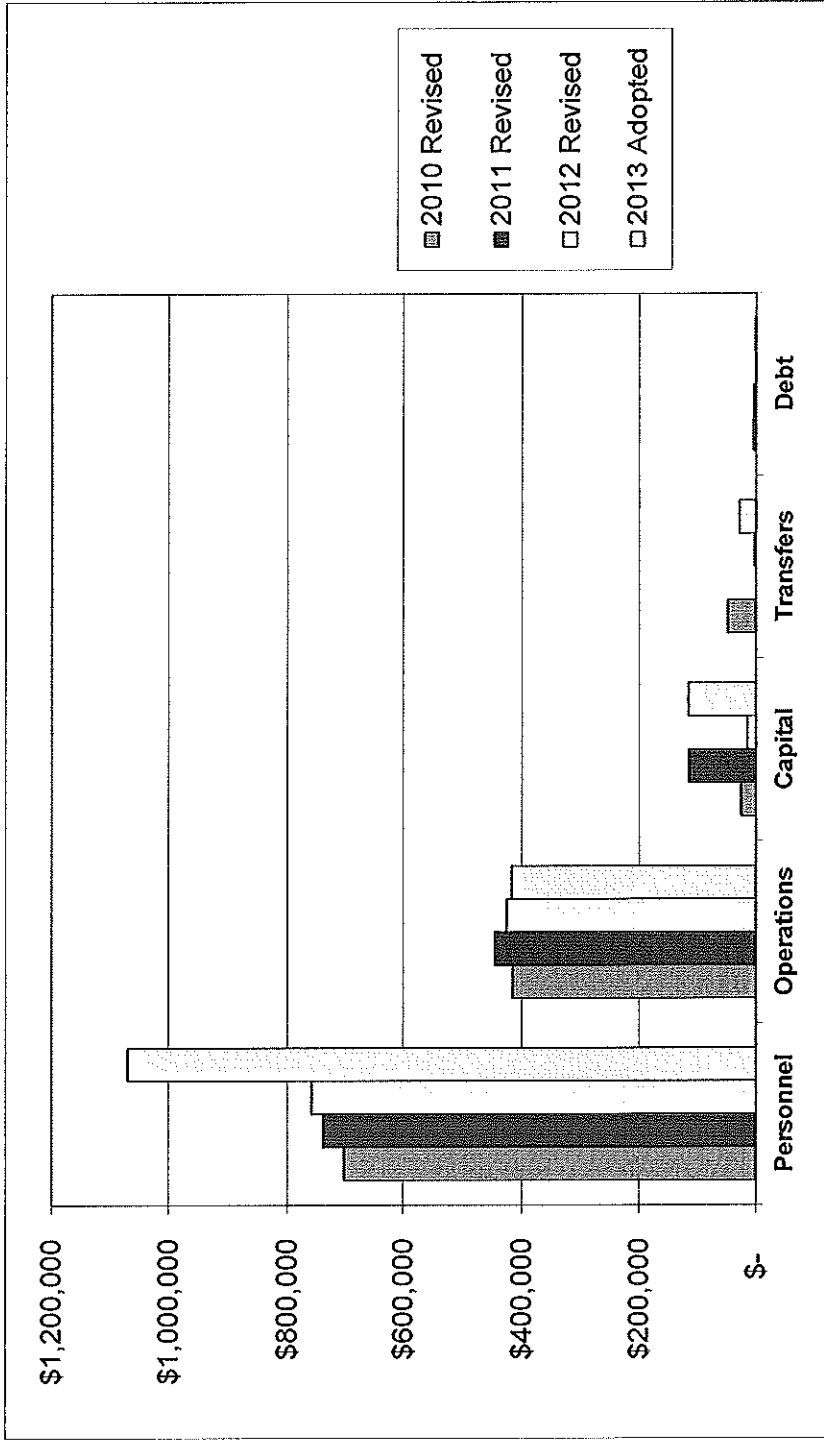


# EXECUTIVE

**Town of Derry, NH  
Executive Department Budget Comparison  
FY2010 - FY2013**



	2010 Revised	2011 Revised	2012 Revised	2013 Adopted	% of Change FY12-FY13
Personnel	\$ 702,592	\$ 738,154	\$ 757,875	\$ 1,070,430	41.2%
Operations	415,259	446,121	425,800	417,129	-2.0%
Capital	26,000	115,827	15,000	117,043	680.3%
Transfers	48,652	0	3,402	29,000	752.4%
Debt	5,007	5,006	921	1,863	102.3%
<b>Total</b>	<b>\$ 1,197,510</b>	<b>\$ 1,305,108</b>	<b>\$ 1,202,998</b>	<b>\$ 1,635,465</b>	<b>35.9%</b>

Excludes Cable; Business Development eliminated in FY10 budget

# Town of Derry, NH

## Department Mission and Objectives Fiscal Year 2013

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 quickly, 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. Continue to focus on downtown development through community participation, developing Town-owned parcels and providing parking, signage, lighting and safety services. Attract and encourage desirable investment in the Route 28 Tax Increment Financing District, enabling job creation, enlarging the tax base and providing funding for Route 28 improvements.
- Promote high employee productivity and satisfaction through effective labor and employee relations practices.
- Maintain positive 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.
- Review the effectiveness of the organization and seek opportunities for continuous 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 2013 Budget  
 Activity Center Summary By Category

30		Department: EXECUTIVE DEPT		Activity Center : ADMINISTRATION						
Acct #	Account Description	FY 2010 Revised Budget	FY 2011 Revised Budget	FY 2012 Revised Budget	FY 2012 Projected Actual	FY 2013 Department Recommended	FY 2013 Town Admin Recommended	FY 2013 Town Council Adopted		
<b>Personnel Services</b>										
110	ADM PERMANENT POSITIONS	318,078	317,310	325,526	325,526	340,197	340,197	348,112		
130	ADM ELECTED OFFICIALS	32,531	32,533	32,771	32,771	33,016	33,016	33,016		
140	ADM OVERTIME	250	250	250	250	250	250	250		
190	ADM OTHER COMPENSATION	4,441	16,184	16,684	16,684	19,412	19,412	19,412		
200	ADM EMPLOYEE BENEFITS	97,788	117,331	116,549	110,579	632,182	632,182	398,040		
291	ADM TRAINING & CONFERENCES	4,000	3,500	3,300	3,300	3,300	3,300	3,300		
<b>TOTAL Personnel Services</b>		<b>457,088</b>	<b>487,108</b>	<b>495,080</b>	<b>489,110</b>	<b>1,028,357</b>	<b>1,028,357</b>	<b>802,130</b>		
<b>Operations &amp; Maintenance</b>										
330	ADM MANAGEMENT SERVICES	200	200	200	200	200	200	200		
341	ADM TELEPHONE	2,400	3,720	3,840	3,200	3,360	3,360	3,360		
390	ADM OTHER PROFESSIONAL SERVICE	100,000	104,841	93,300	73,300	93,300	93,300	93,300		
450	ADM REPAIRS & MAINTENANCE	100	100	100	100	100	100	100		
440	ADM RENTAL & LEASES	870	1,560	1,560	1,560	1,560	1,560	1,560		
550	ADM PRINTING	10,000	12,000	6,600	6,600	9,000	9,000	9,000		
560	ADM DUES & SUBSCRIPTIONS	26,010	26,370	26,547	26,547	26,550	26,550	26,550		
610	ADM GENERAL SUPPLIES	4,500	4,500	4,500	5,000	5,250	5,250	5,250		
620	ADM OFFICE SUPPLIES	3,000	2,500	2,000	2,000	2,000	2,000	2,000		
625	ADM POSTAGE	1,020	1,020	1,020	540	600	600	600		
670	ADM BOOKS & PERIODICALS	250	250	0	0	0	0	0		
690	ADM OTHER NON CAPITAL	0	0	0	21	0	0	0		
<b>TOTAL Operations &amp; Maintenance</b>		<b>148,350</b>	<b>157,061</b>	<b>139,667</b>	<b>119,068</b>	<b>141,920</b>	<b>141,920</b>	<b>141,920</b>		

Town of Derry, NH  
 FY 2013 Budget  
 Activity Center Summary By Category

30		Department: EXECUTIVE DEPT		Activity Center : ADMINISTRATION						
Acct #	Account Description	FY 2010 Revised Budget	FY 2011 Revised Budget	FY 2012 Revised Budget	FY 2012 Projected Actual	FY 2013 Department Recommended	FY 2013 Town Admin Recommended	FY 2013 Town Council Adopted		
<b>Capital Outlay</b>										
<b>Transfers</b>										
910	ADM TFR TO SPECIAL REVENUE	0	0	0	52	0	0	0		
	<b>TOTAL Transfers</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>52</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Debt Service</b>										
980	ADMIN DEBT SERVICE	4,086	4,086	0	0	0	0	0		
	<b>TOTAL Debt Service</b>	<b>4,086</b>	<b>4,086</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
	<b>TOTAL ADMINISTRATION</b>	<b>609,524</b>	<b>648,255</b>	<b>634,747</b>	<b>608,230</b>	<b>1,170,277</b>	<b>1,170,277</b>	<b>944,050</b>		

# DERRY

## NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2013 2013 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:	2011 ACTUAL	2012 ORIG BUD	2012 REVISED BUD	2012 ACTUAL	2012 PROJECTION	2013 Adopted	PCT CHANGE
GOV GENERAL FUND							
LICENSES, PERMITS & FE	-3,515.00	-3,500.00	-3,500.00	-3,660.00	-3,500.00	-3,500.00	.0%
CHARGES FOR SERVICES	-78.50	-100.00	-100.00	-71.50	-100.00	-100.00	.0%
MISCELLANEOUS REVENUE	-1,770.17	.00	.00	-1,131.50	-1,200.00	.00	.0%
INTERFUND OPERATING TR ADMINISTRATION	-5,363.67	-3,600.00	-3,600.00	-4,863.00	-4,800.00	-3,600.00	.0%

# Town of Derry, NH

## Department Mission and Objectives Fiscal Year 2013

Department: Executive

Activity Center: Public Health

### **Department Mission:**

- Provide a Health Officer focused upon excellent and expert service to the community.
- Host a Public Health Network Coordinator responsible for working with municipal, community, and State partners to increase the health, safety and emergency preparedness of southeastern New Hampshire towns and residents.

### **Department Objectives:**

1. Host and advance the development of regional public health services that support and fulfill the core public health functions of assessment, policy development, and assurance.
2. Promote the role of public health in advancing positive health outcomes in the community and region.
3. Identify and describe barriers, challenges, and threats to the health of the community and region. Propose strategies for health improvement and collaborate to design, implement, and test health improvement programs in the community and region.
4. Lead regional public health emergency planning and response programs.
5. Conduct food establishment licensing and inspection program, respond to commercial and residential public health complaints, and administer the Town's mosquito control program.
6. Direct the activities of the Greater Derry Medical Reserve Corps, a group of medical and support volunteers who assist in responding to local and regional health emergencies.





Town of Derry, NH  
 FY 2013 Budget  
 Activity Center Summary By Category

13		Activity Center : HEALTH									
Department: EXECUTIVE DEPT		FY 2010 Revised Budget	FY 2011 Revised Budget	FY 2012 Revised Budget	FY 2012 Projected Actual	FY 2013 Department Recommended	FY 2013 Town Admin Recommended	FY 2013 Town Council Adopted			
Acct #	Account Description										
980	HLTH DEBT SERVICE	0	0	0	146	145	145	145			
	TOTAL Debt Service	0	0	0	146	145	145	145			
	TOTAL HEALTH	103,185	97,026	92,957	81,534	97,844	97,844	97,844	145	145	97,844

# DERRY

## NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2013 2013 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:	2011 ACTUAL	2012 ORIG BUD	2012 REVISED BUD	2012 ACTUAL	2012 PROJECTION	2013 Adopted	PCT CHANGE
GOV GENERAL FUND							
LICENSES, PERMITS & FE	-26,959.00	-25,320.00	-25,320.00	-26,165.00	-25,875.00	-25,395.00	.3%
INTERGOVERNMENTAL	-7,896.27	-6,215.00	-6,215.00	.00	.00	-1,750.00	-71.8%
CHARGES FOR SERVICES	.00	.00	.00	-11.50	-12.00	.00	.0%
MISCELLANEOUS REVENUE	-120.00	-1,685.00	-1,685.00	-2,219.00	-2,059.00	-1,685.00	.0%
INTERFUND OPERATING TR	.00	.00	.00	.00	.00	.00	.0%
CAPITAL LEASE REVENUE	.00	.00	.00	.00	.00	.00	.0%
HEALTH	-34,975.27	-33,220.00	-33,220.00	-28,395.50	-27,946.00	-28,830.00	-13.2%

# Town of Derry, NH

## Department Mission and Objectives Fiscal Year 2013

DEPARTMENT: EXECUTIVE    ACTIVITY CENTER: INFORMATION TECHNOLOGY & 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:

- Transition and integration of Fire Department server infrastructure into our virtual environment.
- Replace existing phone systems in Fire and Police Departments with VOIP systems. Upgrade Municipal Center phone systems to accommodate these systems.
- To provide continued solutions for enhanced customer service through on-line applications.
- Continue to provide educational and application support to all end users.
- Explore further utilization of cloud services within our infrastructure.

Town of Derry, NH  
 FY 2013 Budget  
 Activity Center Summary By Category

32 Department: EXECUTIVE DEPT		Activity Center : INFORMATION TECHNOLOGY						
Acct #	Account Description	FY 2010 Revised Budget	FY 2011 Revised Budget	FY 2012 Revised Budget	FY 2012 Projected Actual	FY 2013 Department Recommended	FY 2013 Town Admin Recommended	FY 2013 Town Council Adopted
<b>Personnel Services</b>								
110	IT PERMANENT POSITIONS	131,503	134,790	135,158	135,158	134,789	134,789	134,789
140	IT OVERTIME	3,500	4,000	5,000	5,000	5,000	5,000	5,000
190	IT OTHER COMPENSATION	13,773	17,269	17,677	15,864	16,845	16,845	16,845
200	IT EMPLOYEE BENEFITS	47,812	51,910	56,830	56,811	53,590	53,590	53,590
291	IT TRAINING & CONFERENCES	11,025	4,594	8,650	6,500	8,650	8,650	8,650
<b>TOTAL Personnel Services</b>		<b>207,613</b>	<b>212,563</b>	<b>223,315</b>	<b>219,333</b>	<b>218,874</b>	<b>218,874</b>	<b>218,874</b>
<b>Operations &amp; Maintenance</b>								
341	IT TELEPHONE	22,605	9,185	9,090	9,430	8,598	8,598	8,598
342	IT DATA PROCESSING	96,025	125,781	132,333	132,333	133,780	133,780	133,780
390	IT OTHER PROFESSIONAL SERVICES	17,085	17,085	17,500	17,500	12,750	12,750	12,750
430	IT REPAIRS & MAINTENANCE	2,700	2,340	2,340	2,000	2,340	2,340	2,340
440	IT RENTAL & LEASES	27,387	22,121	24,810	24,785	25,397	25,397	25,397
550	IT PRINTING	6,350	6,350	5,230	5,230	2,990	2,990	2,990
560	IT DUES & SUBSCRIPTIONS	795	605	605	605	605	605	605
610	IT GENERAL SUPPLIES	7,484	5,484	5,484	5,500	3,484	3,484	3,484
620	IT OFFICE SUPPLIES	650	650	650	650	600	600	600
625	IT POSTAGE	600	600	600	1,000	300	300	300
630	IT MAINT & REPAIR SUPPLIES	1,000	3,000	3,000	2,500	2,500	2,500	2,500
670	IT BOOKS & PERIODICALS	500	500	500	500	500	500	500
690	IT OTHER NON CAPITAL	18,434	36,816	30,514	30,514	33,092	33,092	33,092

Town of Derry, NH  
 FY 2013 Budget  
 Activity Center Summary By Category

32	Department: EXECUTIVE DEPT	Activity Center : INFORMATION TECHNOLOGY								
		Acct #	Account Description	FY 2010 Revised Budget	FY 2011 Revised Budget	FY 2012 Revised Budget	FY 2012 Projected Actual	FY 2013 Department Recommended	FY 2013 Town Admin Recommended	FY 2013 Town Council Adopted
			<b>TOTAL Operations &amp; Maintenance</b>	<b>201,615</b>	<b>230,517</b>	<b>232,656</b>	<b>232,547</b>	<b>226,936</b>	<b>226,936</b>	<b>226,936</b>
			<b>Capital Outlay</b>							
		740	IT MACHINERY & EQUIPMENT	14,000	75,827	15,000	15,000	117,043	117,043	117,043
		780	IT INTANGIBLE ASSETS	12,000	40,000	0	0	0	0	0
			<b>TOTAL Capital Outlay</b>	<b>26,000</b>	<b>115,827</b>	<b>15,000</b>	<b>15,000</b>	<b>117,043</b>	<b>117,043</b>	<b>117,043</b>
			<b>Transfers</b>							
		960	IT TRANSFERS TO TRUST/AGENCY F	48,652	0	3,402	3,402	29,000	29,000	29,000
			<b>TOTAL Transfers</b>	<b>48,652</b>	<b>0</b>	<b>3,402</b>	<b>3,402</b>	<b>29,000</b>	<b>29,000</b>	<b>29,000</b>
			<b>Debt Service</b>							
		980	IT DEBT SERVICE	921	920	921	921	1,718	1,718	1,718
			<b>TOTAL Debt Service</b>	<b>921</b>	<b>920</b>	<b>921</b>	<b>921</b>	<b>1,718</b>	<b>1,718</b>	<b>1,718</b>
			<b>TOTAL INFORMATION TECHNOLOGY</b>	<b>484,801</b>	<b>559,827</b>	<b>475,294</b>	<b>471,203</b>	<b>593,571</b>	<b>593,571</b>	<b>593,571</b>

# DERRY

## NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2013 2013 BUDGET

FOR PERIOD 99

ACCOUNTS FOR:	2011 ACTUAL	2012 ORIG BUD	2012 REVISED BUD	2012 ACTUAL	2012 PROJECTION	2013 ADOPTED	PCT CHANGE
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INTERGOVERNMENTAL	-5,771.00	-5,771.00	-5,771.00	-3,465.94	-5,771.00	-1,718.00	-70.2%
CHARGES FOR SERVICES	-1,212.00	-1,500.00	-1,500.00	-636.00	-1,200.00	-1,200.00	-20.0%
MISCELLANEOUS REVENUE	-2,720.85	.00	.00	-245.61	.00	-1,500.00	.0%
INTERFUND OPERATING TR	.00	.00	.00	.00	.00	-50,365.00	.0%
CAPITAL LEASE REVENUE	-54,176.59	.00	.00	.00	.00	-17,060.00	.0%
OTHER FINANCING SOURCE INFORMATION TECHNOLOGY	-63,880.44	-7,271.00	.00	-4,347.55	-6,971.00	-48,125.00	.0%
						-119,968.00	1550.0%