



Budget Workshop- April 11



FY 2024 EXECUTIVE BUDGET

David R. Caron
Town Administrator

Administration Overview – Page 28

Staffing Levels Unchanged

- 3 Full time employees
- 0.625 FTE employee proposed at 1.0 FTE(HR Coordinator)
- Total Appropriations - \$699,700
- Total Revenue - \$3,400
- FY24 Annual Budget has increased from FY23 by 12%, due to increased staffing costs.
- Operations budget down 0.3%.
- \$40K Wage Study required by Teamsters CBA to be funded from UFB (one-time expense).

FY 2024
ECONOMIC
DEVELOPMENT
BUDGET
Pg. 39

Bev Donovan
Economic
Development
Director

Economic
Development
Office – Page
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Staffing Levels Unchanged

- 1 Full time employee
- Total Appropriations - \$179,528
- FY24 Annual Budget is level, based upon contributions from TIF Districts.
- Removing temp wages for contracted services.

Economic Development Mission:

Create

Create short and long-term objectives for sustainable economic development and growth for Derry, with particular attention to post-pandemic trends and forecasts

Continue

Continue to align with community vision, the goals of the Planning department and Economic Development Advisory Committee and master plan

Strengthen

Strengthen working relationships with organizations and entities to increase opportunities and improve outcomes for Derry businesses

Maintain

Maintain a strong focus on economic development and growth of the Town's tax base

Economic Development Highlights 2022:

- Ongoing development & redevelopment projects, most notably WRB district, Crystal Ave, Manchester Rd & Ashleigh Dr
- Hosted & collaborated on several workshops: Form-based code; GDL Chamber State of the Region; Economic Development Coffee & Conversation
- Continued Derry as Destination marketing efforts through social media, Derry tourism brochure, website postings, Walk-Score updates, listings on state & arts websites, partnerships with BEA, public arts projects
- •Worked with GDAC through Opera House renovation, including grant identification. Worked with Public Arts Committee to bring infill shows and events to Opera House on non-rented dates. Facilitated Downtown Derry Derby Day and partnered on DerryFest, Very Derry Holiday, Frost Festival and Touch-A-Truck events.

Economic Development Highlights 2022:

- Joined Gr. Derry/Londonderry Chamber Board of Directors; GDLCC strategy includes a new “Main St.” approach, with emphasis on downtown Derry.
- Met with Derry Homegrown Farmer’s Market board to talk about ideas to grow and promote the market; helped to bring the Salem Farmer’s Market to LaBelle Winery for the winter season.
- Facilitated collaboration with multiple stakeholder groups on the potential for a Multi-Generational Center. Secured the services of UNH Extension for survey and reporting functions.
- Continued monitoring of the Exit 4-A process and assisting affected parties as needed.
- Continued participation on Economic Development and Business Retention webinars, online meetings, and calls with local, regional, state, and federal partners. Attended in-person CIBOR, NHHFA and BEA meetings.



FY 2024
Budget
Presentation
IT/GIS

Doug Rathburn IT/GIS Manager

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Goals

- Provide continued solutions for enhanced customer service through on-line applications
- Continue to provide educational and application support to all end users.
- Upgrade current virtual host infrastructure.
- Start replacement of DPD mobile device terminals in cruisers.
- Migrate current DFD Ambulance MDT's, which are end of life, to iPads and IOS.

Team



Doug Rathburn

IT/GIS Manager



Matt Lafosse

System Admin II
Servers, network operations
& security



Doug Brown

System Admin II
Workstations, telecom &
software

- Responsible for managing 2 datacenters, 4 phone systems, firewalls and connectivity at 14 facilities.
- Including 58 switches, 25 servers, 189 workstations, 283 user accounts and all associated software
- GIS edits and updates and associated mapping applications at <https://www.derrynh.org>

Revenues

Intergovernmental Transfers

- Cable TV \$8,232.00
- Water – \$28,498.00
- Wastewater – 26,043.00
- GIS Fees (tile sales) - \$800.00

Revenue Totals = 63,563.00

Highlights

34200 I-Technology Services

Overall increase of \$56,140

We are seeing software support costs increase across the board from 3-10% over 54 various support items. \$33,050.00 in total.

New Items-

- Additional module for Power DMS to provide training/management of new recruits.
- Pagefreezer social media archiving
- Unitrends Cloud Backup to AWS ensuring a complete off-site backup solution for critical systems.
- Moved VMware maintenance and storage maintenance (\$14,400) from 44000 I with that line showing a decrease of \$13,315 for FY24.



Highlights

690003-Cap < 10k Info Tech Equipment

One time software cost to implement REDNMX Module for Apple iOS products. We are replacing 5 end-of-life mobile terminals (MDTs) in Ambulances with iPad devices (690002). This allows them to connect and function with our REDNMX Fire Dispatch Software. iOS devices cost approximately \$1,000 in comparison to Windows MDT devices at \$3,500. We will see cost savings of \$8,000 by licensing this module and replacing existing MDTs with iOS devices.

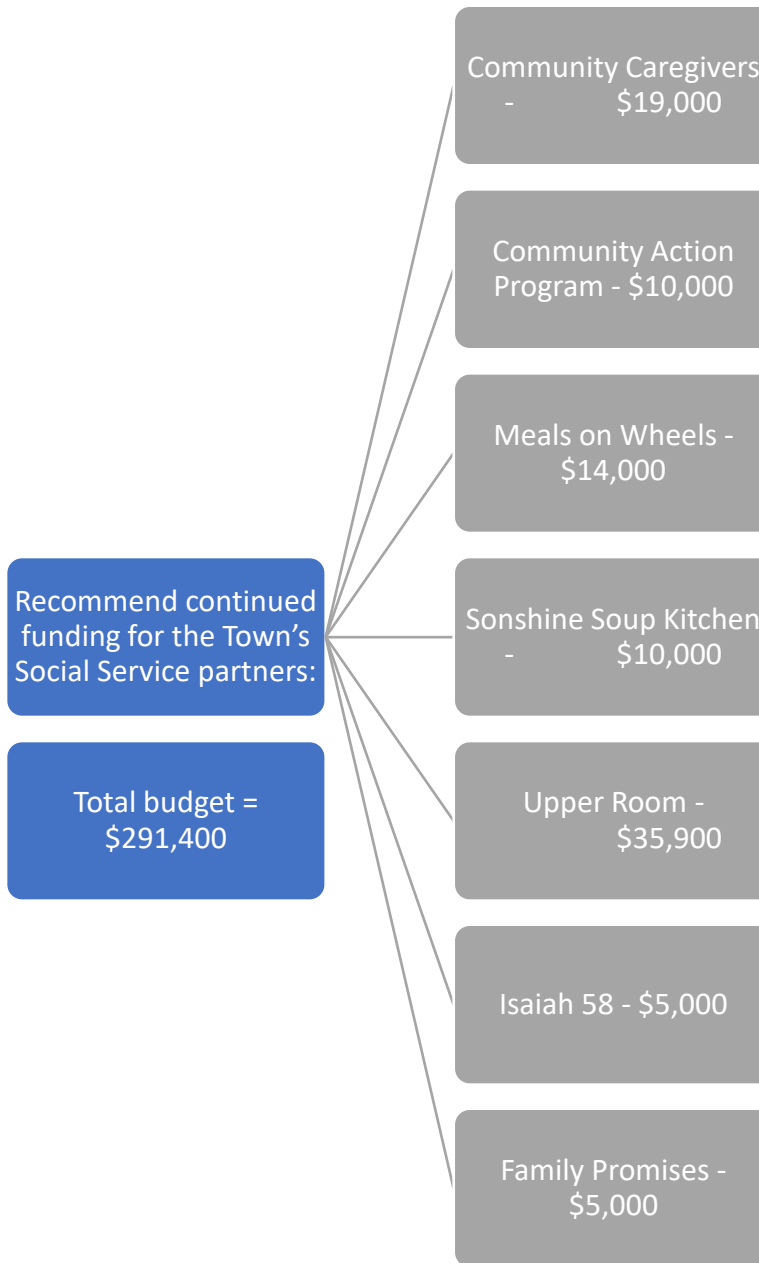


Human Services - Page 62

- Continue to support Derry's citizens in need
- Three main objectives:
 - Ensure that citizens' needs are met;
 - Leverage local assistance funds with other agencies' funds;
 - Continue case management services to assist residents to return to self-sufficiency.
- Town's service delivery partner is Community Health Services of Derry;
- Seven Agencies funded to strengthen social services safety net
- General Assistance Budget at \$80,000

HUMAN SERVICES

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FY 2024 FINANCE BUDGET

Mark A.
Fleischer
Chief
Financial
Officer

FY2024 Assessing Department Overview – page 80

- **Year 5 of five-year contract with Whitney Consulting for assessing duties; the contract provides a fixed expense and therefore no increases.**
- **Payment in Lieu of Taxes (PILOTs) decreased slightly due lower incomes at Nutfield Heights.**
- **Level budget for Cut Timber revenue based on FY23 activity.**
- **The printing and mailing line items have been decreased. FY24 is a non-revaluation year. Property owners are notified vial mail when their value increases.**
- **Overall budget decrease of .1%**
- **Revised Appropriation Total = \$444,827**

Finance Department Overview - Page 68

- FY24 Budget has **increased** from FY23 by \$24,614 or 3.7% which is primarily personnel related.
- Total Compensation increased 3.3%
- Health insurance premiums increased 5.9%
- Workers Comp increased 30.2% (Town Wide increase)
- Budgeted 5 full-time employees. 2 Part time employees (Treasurer & Deputy Treasurer). Treasurer position currently vacant.
- Year 4 of auditing contract with Marcum, formerly Melanson. Year 4 and 5 are option years with minimal increases.
- Increase in Other Professional Service(390000)-Other Post Employment Benefits(OBEB) disclosure report preparation-FY23 OBEB valuation budgeted in OMO Legal.
- Revenues are projected to be \$600 for the year.
- Revised Appropriation total = **\$694,384**

Tax Collection-Page 90

2024 Proposed Annual Budget

Revenue Highlights

- Interest and Penalties on delinquent taxes has been **level funded** based on current collection trends. Interest Rates are 8%-current year-14%-lien year.
- Motor Vehicle and Boat Revenue have been **increased** based on higher list prices on vehicles, volume of transactions and convenience of processing boat registrations here.
- Sale of Tax Deeded property has **decreased** based on current town deeded property inventory.

Expenditures Highlights

- Tax Collections staff – 6 full time employees.
- Training **increased** due to Tax Collector and Deputy required Tax Collector Certification classes and continuing education.
- Postage and Printing expenditures **increased** due to the increased cost and volume of mailing being processed in the Tax Collector's Office.
- Revised Appropriation total = **\$858,868**

Customer Service

- Credit cards accepted for all transactions at the customer service windows.
- Acceptance of ACH & credit card payments through the customer self service module on our website for all payments.
- ATM in the lobby with the maximum allowable withdrawal amount of \$500.
- Real time visibility of tax and utility bill balances on the website.
- Tax bill reprint capability through the Town of Derry website.
- Increased renewal ability for online transactions from 60 days to 120 days.

Other Municipal Obligations – Page 101

- OMO Budget includes revenues:
 - NH Meals and Rooms Tax- \$3.03m.-based on FY23
 - Use of ARPA Funds-\$457.6K
 - Interest Revenue-\$500K
 - **Approx. 50% of estimated FY23 earnings.**
 - Use of Fund Balance (\$147.2K)to cover increase in electricity(\$107.2K) and CBU Wage Study(\$40K)
 - \$1.453M transferred from the Fire Facility and Equipment Capital Reserve Fund to cover FY24 Debt Service payment on the Fire Station/Culvert bond.
 - Use of Capital Reserve Funds for Capital Lease Debt payments.

Other Municipal Obligations – Expenditures

- OMO Budget includes appropriations:
 - Estimated earned time buyout payments related to CBA's. With rollups, decreased 22.3%.
 - Retiree Health Insurance Premiums- \$16.9K Increase.
 - Legal expenses-No Increase.
 - Property and liability insurance – Increase of 3.9%
 - Funding for capital reserve funds - \$300K (\$1.2M from UFB)
 - Fees for Regional CART Transportation - \$48.8K.
 - Debt service-General Fund Bond and Capital Lease payments.
 - \$750K transferred to the Fire Facility and Equipment Capital Reserve Fund for future FY23 Fire Station bond debt service payments.
 - Revised Appropriation total = **\$6,446,541**

FY 2023 PLANNING BUDGET Page 193

George Sioras
Town Planner



Planning Department

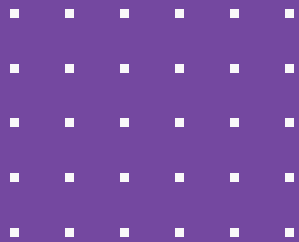
- 2 Person Department. Requesting a part-time Planning Clerk position (20 hours per week).
 - FY 2024 Revenue Projections
 - Revenues expected to increase with anticipated development and post-COVID projects moving forward. Our year-to-date application revenues as of April 6, 2023, is \$29,247.09. This is a 243.7% increase over last year.
 - Anticipate new commercial/industrial, housing, and mixed-use developments in FY 2024. There are several new developments and projects in the pipeline and planning/permitting process for the upcoming fiscal year.
- ___ There are no external factors which would impact the department budget.
- _ No capital projects.

2024

CABLE DIVISION OVERVIEW

Derry's Media Evolution

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CONTEXT

- SELF-BALANCING FUND - DOES NOT IMPACT TAX RATE
- CABLE FUND BALANCE USE LIMITED TO CAPITAL IMPROVEMENTS - ONE TIME EXPENDITURES
- CONTINUE ESTABLISHED STRATEGIC GOALS



HIGHLIGHTS

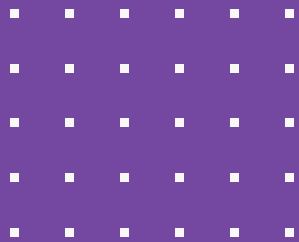
- Increased Event Coverage
- Hybrid Production Operation
 - Studio/Meeting Room/Remote
- Collaboration- Community Partners
- Enhanced Tech Performance
- Increased Demand - Independent Production
- School to Work Opportunity



RECOGNITION

Continued Regional Recognition
Given for Prior Years' Programming
Last Year - Record Setting
This Year-

Continued Recognition- First Place
Entrance in National - ACM





UNDERWAY

- MR - Mixed-use/Conference/Accessible
- Remote/Hybrid Operations - Regional Statewide impact
 - Establish Derry as a Resource.
 - The NH Network/Net-Zero - Community Power
 - SNHPC- Regional Climate Impact - This Morning
- Continue Signal Distribution Integration
 - Optimization/ Consolidation
 - Inventory
 - Diagram
 - Digital Conversion

PRIORITIES

- TECHNOLOGY:
 - Remote Optimization
 - Fiber Network
 - FM Public Safety Coordination
 - Control Room Upfitting
- RECRUITMENT
- TRAINING



PRIORITIES

- Network Reliability
- Emerging Media Lab
- Fiber Build Out
- Meeting Room Multi-Use QC
- Dedicated Production Vehicle
- Programming
 - Continuity
 - Nostalgia
 - Creative/Interactive



QUESTIONS



TIF Districts Overview – Page 471

Funds TIF Districts located at:

Gateway (Ash /Folsom/Madden/North
High)

Derry Commerce Corridor
(Manchester/Crystal/Broadway)

**Self balancing funds using portion of
assessment base known as Captured
Assessed Value**

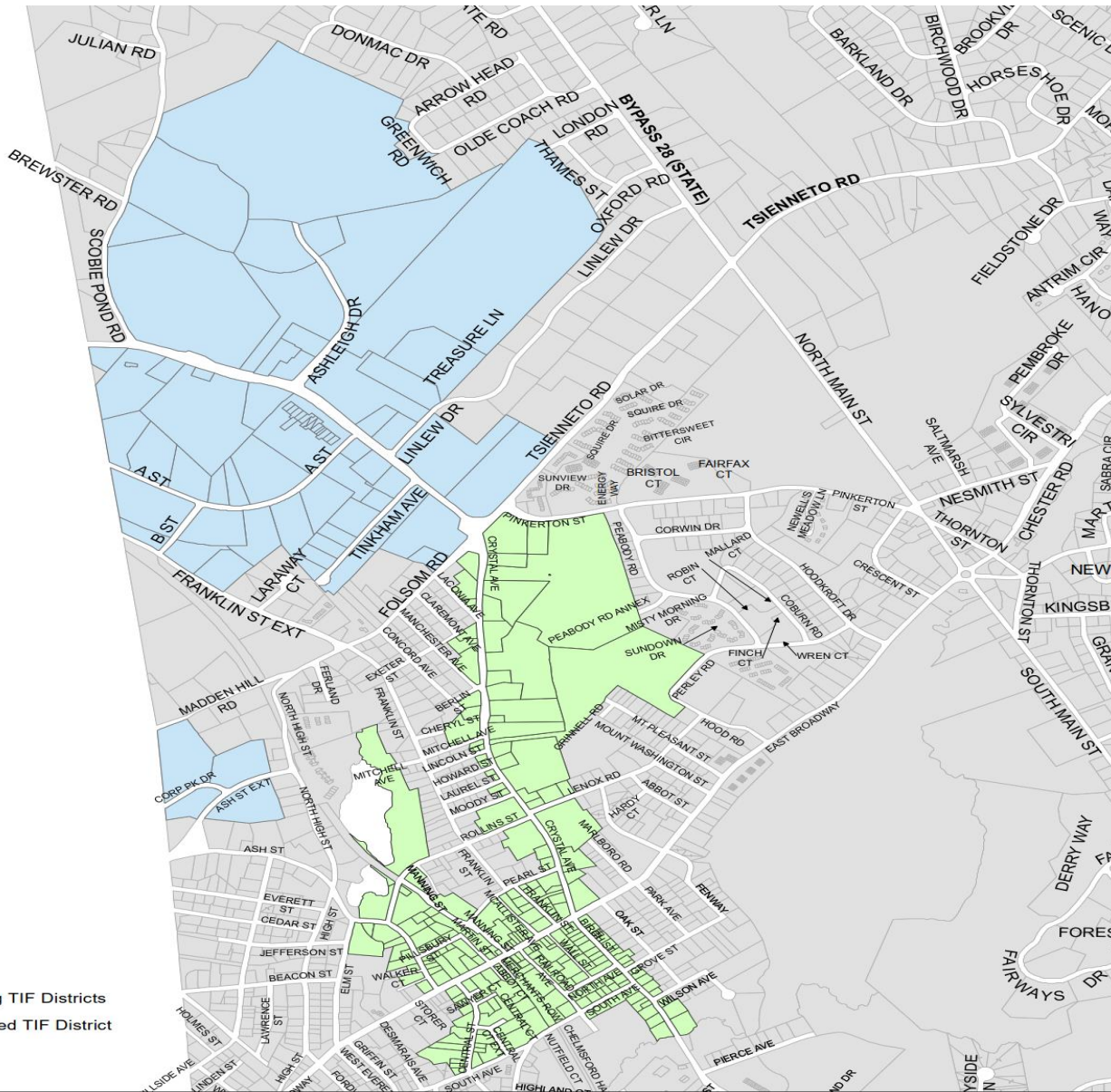
Derry Commerce Corridor TIF

- Operating Budget Includes:
 - 1.0 FTE DPW employee costs
 - 0.25 FTE Parks employee for Hood Park sustainability (shared with A/C Park Trust)
 - Maintenance expenses for:
 - Seasonal Activities
 - Sidewalk Maintenance
 - Trash Removal
 - Economic Development and Marketing
 - Street Lighting Expenses
 - Street Sweeping
 - Banners/Signage
 - Trees

Derry Commerce Corridor TIF

- Rte. 28N Infrastructure Debt Service
 - CFO refinanced for 10 yr. @ 1.6% - no added term
- Contributions to Redevelopment and Infrastructure Expendable Trust Fund to finance investments within the Corridor; and plan for redevelopment activities.
- Repave streets within the District

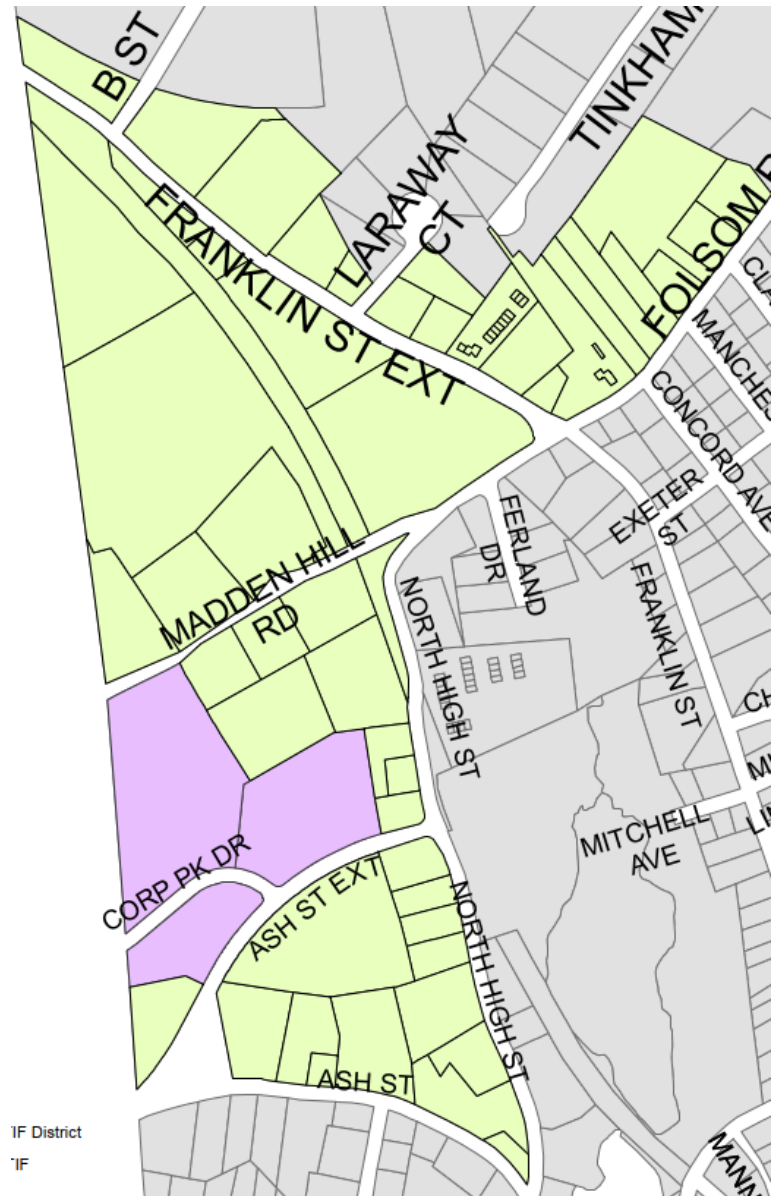
Derry Commerce Corridor TIF District



Gateway TIF District

- Funds District Operations
 - Marketing
 - Economic Development Office
 - In FY25/26, 1.0 DPW employee and equipment to maintain 4-A Corridor
- Balance to Redevelopment and Infrastructure Trust for:
 - Implementation of Master Plan activities
 - Investment in alternative transportation modes – rail trail
 - Access/redevelopment of north side of Folsom after 4A Corridor completed

Gateway TIF District



General Fund Capital Improvements

Page 479

- Most improvements/acquisitions funded from Capital Reserve Funds;
- <\$50K direct payment from CRF;
- >\$50K, 5-year lease purchase paid from CRF;
- >\$100K, 7-year lease purchase paid from CRF;
- >Expensive projects – 10-year lease purchase;

General Fund appropriations:

- * \$1.5M Road Program
- * Police Cruiser lease-purchase program
- * \$300K transfer to CRFs

General Fund
Capital
Improvements
Page 479

Police Department

**Patrol Division Commander SUV
\$73,905**

Replace Commander's 2014
Model.

Fire Department

**Computer Console Furniture -
\$80,000**

Replace 2003 units.

**Patient Movement Devices -
\$40,000**

Replace older model.

Fire Prevention Vehicle - \$75,000

General Fund Capital Improvements Pages 479

- **Department of Public Works**

- **Pavement Management - \$1,500,000**

- Annual appropriation for road repair and reconstruction throughout the community.

- **Traffic Signals - \$25,000** Four-year program at \$25,000/yr. to upgrade signals at various intersections

- **DPW Vehicles - \$695,000**

- Replacement of the following vehicles:

- Wheeled Loader - \$275,000
 - Skid Steer - \$ 70,000
 - F550 Trucks (2) - \$260,000
 - Parks Tractor - \$ 90,000

Expendable Maintenance Trust Page 479

- Trust Fund established to finance all building improvements;
- Funded similar as Capital Reserve Funds;
- First 15% of all CRF/EMT allocations to the Fund;
- Pays for planned improvements and emergency repairs.

General Fund
Building
Projects
Page 479

Expendable Maintenance Trust

Buildings and Grounds - \$40,000

Replace Carpet - \$ 40,000
2nd FL Security - \$ 40,000

DPD Mobile Back-Up Systems- \$40,000

IT Expense

Transfer Station - \$ 80,000

Security Improvements
Fire Protection Repairs

Next
Budget
Workshop
—
Thursday,
April 13,
2023 at
7:00pm

- Public Safety:
 - Fire
 - Police
 - Animal Control