

Budget Workshop- April 12

*With the expiration of the Governor's State of
Emergency, the Town Council voluntarily continues
to offer remote participation:*

To Attend this Meeting:

Use a PC, Mac, iPad, iPhone or Android device:

URL: <https://zoom.us/j/889403895> Your browser
may ask you to install Zoom
Enter Meeting ID: 889-403-895

By Phone:

Phone numbers: 646-558-8656
Enter Meeting ID: 889-403-895



FY 2023 EXECUTIVE BUDGET

David R. Caron
Town Administrator

Administration Overview – Page 30

Staffing Levels Unchanged

- 3 Full time employees
- 1 Part time employee (HR Coordinator)
- Total Appropriations - \$588,870
- Total Revenue - \$3,400
- FY23 Budget has increased from FY22 by 3.4%, due to increased personnel costs. Operations budget up 1.3% due to membership costs.

4/13/2021

FY 2023
ECONOMIC
DEVELOPMENT
BUDGET
Pg. 41

Bev Donovan
Economic
Development
Director

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, incorporating the goals of the Master Plan, Town Council, Planning Department and Economic Development Ad-hoc Committees
Strengthen	Strengthen working relationships with organizations and entities to increase opportunities and improve outcomes for Derry businesses; seek new opportunities for collaboration
Maintain	Maintain a strong focus on economic development and growth of the Town's tax base

Economic Development Highlights 2022:

- Ongoing collaboration with Business Resource Center partners to disseminate important COVID-19 funding information, grants, Re-Opening Guidance and resiliency training, through video, social media, email, phone calls and business visitation
- Continued participation on Economic Development and Business Retention webinars, online meetings and calls with local, regional, state and federal partners
- Implemented Temporary Parklet and Outdoor Dining strategies for 2021, (now permanent ordinances). Updated and implemented new Food Truck and Hawkers, Peddlers & Itinerant Vendor ordinances to address changes in business models.
- Joined both the NH Business & Economic Affairs (BEA) Central-Southern CEDR and the Seacoast Economic Development CEDR groups to collaborate on issues of regional impact

Economic Development Highlights 2022

- Placemaking/Tourism – Keeping Derry “front of mind”
- Worked with GDAC on strategic plan for updating Opera House, including stage, flooring, lighting, etc.
- Collaboration with groups such as DRTA, Derry Parks & Rec, Chamber of Commerce on events and initiatives to highlight quality work/play
- Held successful Small Business Saturday and Restaurant Month events, which have gained statewide notice & recognition

Economic Development Highlights 2022:

- Continued established marketing strategies, including NH CIBOR marketing initiatives, social media, etc.
- Continued work with Planning on changes to the General Commercial, Industrial III and Industrial IV zones; continued work to streamline Change of Use paperwork
- Ongoing work with displaced Exit 4-A businesses; multiple new development/redevelopment projects; assisted several new businesses; reviewed approximately 60 Changes of Use, ongoing update of property disposition report

Economic Development Budget Highlights – Year to Date:

	Appropriated	% Used
• 120000 – Temporary Wages	\$18,510	0%
• 290001 – Training & Conferences	\$ 740	241%
• 560000 – Dues/Subscriptions	\$ 1,210	230%

- Money from Temporary Wages was redirected to partially fund Route 28/WRB Traffic Study.
- Attended training conference in Washington D.C. on Public/Private Partnerships.
- Dues/Subscriptions up – ongoing CoStar database subscription.

IT/GIS 2023

BUDGET HIGHLIGHTS

Page 50

Revenues (INTERGOV Reimbursements)

- Cable TV- \$ 7,400.00
- WATER- \$26,225.00
- Wastewater- \$23,953.00

Operating Budget

341

- Added Internet at Gallien's \$1740
- Added Internet at Cemetery \$1740
- Added Internet for WiFi at DMC \$1740

342

- Sonicwall Firewall Service Contract Increase \$900
- Genetec \$3800 to \$4200. Increase due to addition of cameras. Software is licensed by number of cameras on the system.
- Added Docusign \$1200 Previously paid for by Finance and established during COVID.
- Tablet Command-New Item DFD \$6000
- Removed VMWARE SUPPORT \$11,500
- Remove NETAPP Storage Maintenance \$5,070

440 (see below)

- Increased lease overlap period from \$1,000 to \$3,900 anticipating supply chain issues will continue into FY23.
- Consolidated HP Host Lease \$9960 with items below (NUTANIX)

NUTANIX -\$16,570 increase to 440

- VMWARE Maintenance Support \$11,500 (from 442)
- NETAPP Storage Maintenance Support \$5070 (from 442)
- HP HOSTS \$9660
- Nutanix Cluster \$4000 (line increase)

690002

- ▶ Replacement Monitors – Price Increase \$115 up to \$150/ea. \$3450 to \$4500
- ▶ Added UPS Batteries for Police \$3500
- ▶ Added Firewalls for AC and Don Ball \$2000
- ▶ Added Storage for Lucity \$800 *Offset by W/WW Revenue
- ▶ Added Replace Network Admin PC \$2500 6 Year Old PC
- ▶ Added Replace Fire Bulletin Boards \$1400 Age Unknown. Purchased by J. Goldman
- ▶ Added Replace Police Prosecution Laptop \$1500

HUMAN SERVICES

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Town's service delivery partner is Community Health Services of Derry;

Continues to meet the needs of 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 General Assistance Budget at \$80,000

Two new Agencies funded:

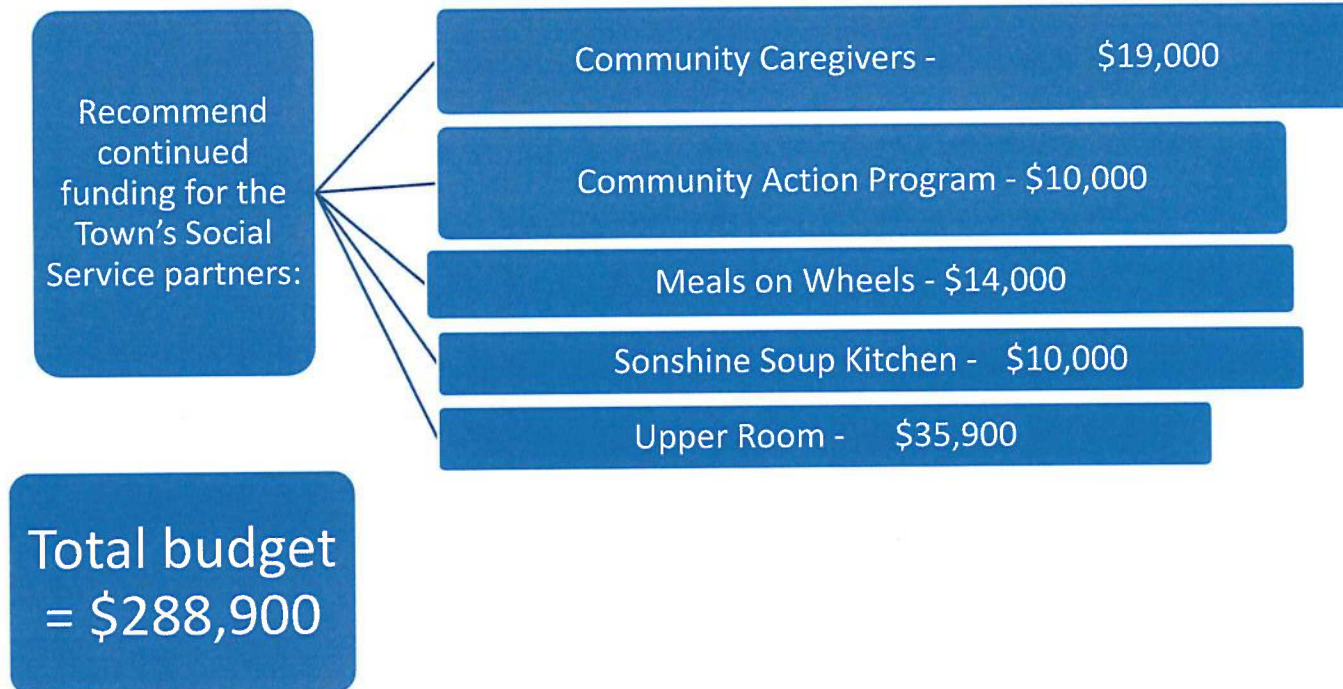
Isaiah 58 - \$5,000

Family Promises - \$2,500

Both agencies actively participate with CHS to leverage resources on behalf of our citizens.

HUMAN SERVICES

Page 67



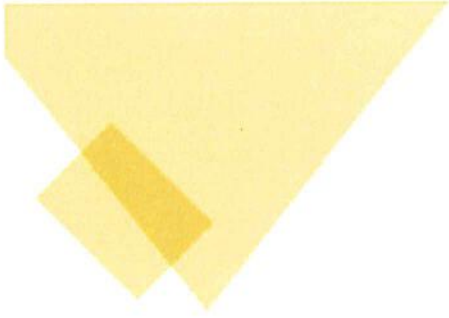


FY 2023 FINANCE BUDGET

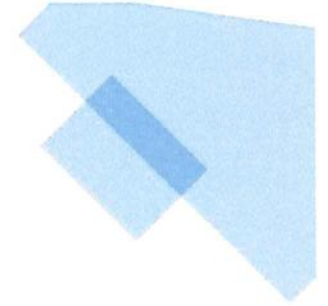
Mark A. Fleischer
Chief Financial Officer

4/12/2022

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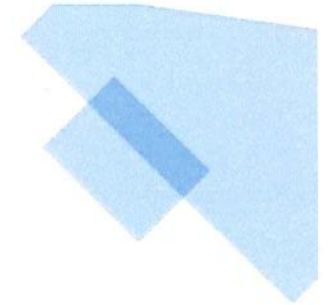
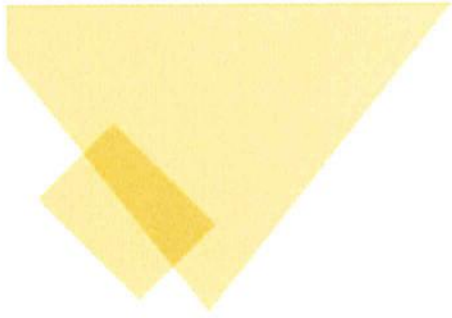


FY2023 Assessing Department Overview – page 87



- **Year 4 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) increased slightly due to rising income at Nutfield Heights.**
- **Revenue from Intent to Cut Timber increased due to more activity.**
- **The printing and mailing line items have been increased due to an anticipated statistical update of values. All taxpayers will be notified by mail of any changes to their property values.**





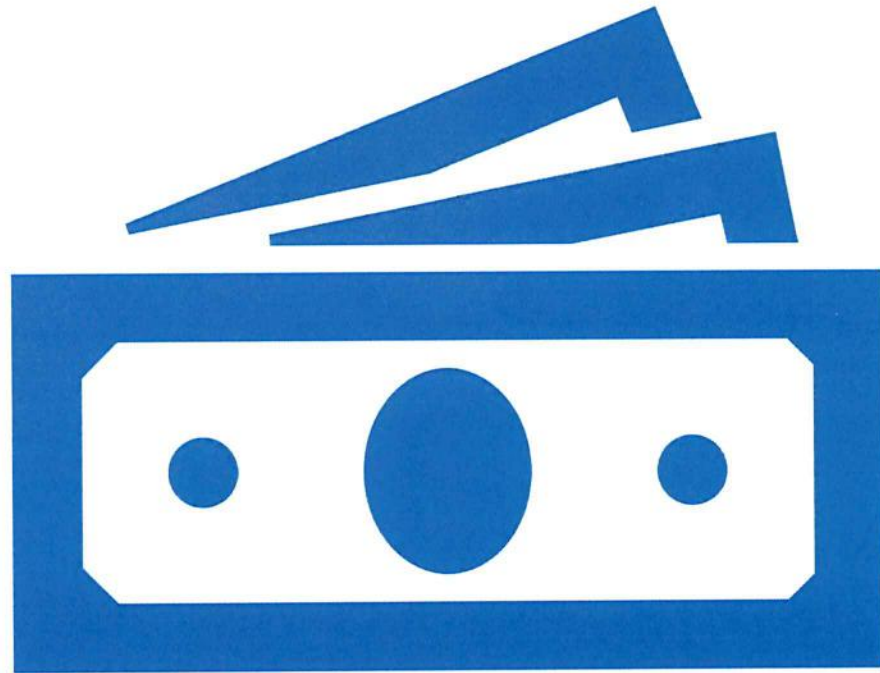
Finance Department Overview - Page 73

- FY23 Budget has **increased** from FY22 by \$29,710 or 4.6% which is all personnel related.
- Health insurance premiums increased 6.4%
- Short-Term disability insurance premiums increased 45.9%
- Health Buyout to 2-person plan for (1) Employee.
- Reorganization of (2) Bookkeepers job descriptions and compensation, subject to union approval. After elimination of Summer Intern position, net additional cost is \$5,257.
- Budgeted 5 full-time employees. 2 Part time employees (Treasurer & Deputy Treasurer).
- Year 3 of auditing contract with Melanson. Years 4 and 5 are option years with minimal increases.
- Revenues are projected to be \$600 for the year.



2023
*Proposed
Budget*

Tax
Collection-
Page 98



Revenue Highlights

Interest and Penalties on delinquent taxes has been **level funded** based current collection trends. Interest Rates are 8%-current year-14%-lien year.

Motor Vehicle and Boat Revenue have been **level funded** due to inventory supply issues.

Sale of Tax Deeded property has **decreased** based on current town deeded property inventory.

Expenditures Highlights

Tax Collections staff – 6 full time employees.

Overtime- Reduced by changing schedules to 10-hour days and allowing for balancing time.

Postage and Printing expenditures **increased** due to the increase cost and volume of mailing being processed in the Tax Collector's Office.



Customer Service

- Credit cards accepted for all transactions at the customer service window.
- 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 111

- OMO Budget includes revenues:
 - NH Meals and Rooms Tax-\$2.44M.
 - Use of ARPA Funds-\$525K.
 - Interest Revenue-\$100K.-**Level Funded**
 - FY23 is the final year of the Brady Ave note to Wastewater(Interest Revenue =\$3,190)
 - 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 15%.
 - Retiree Health Insurance Premiums-\$22K Increase.
 - Legal expenses-No Increase.
 - Property and liability insurance – Increase of 6.6%
 - Funding for capital reserve funds - \$282.6K
 - Fees for Regional CART Transportation - \$48.8K.
 - Debt service-General Fund Bond and Capital Lease payments.

4/13/2021

FY 2023 PLANNING BUDGET Page 211

George Sioras
Town Planner

Planning Department

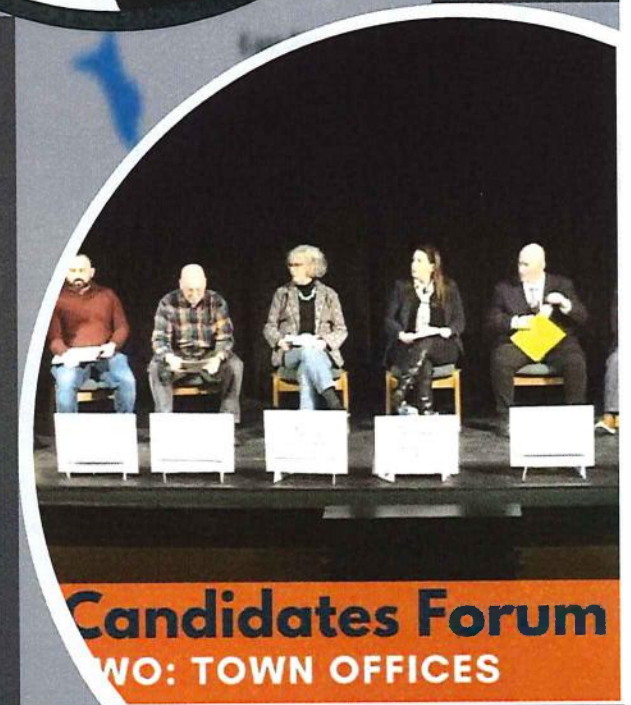
- 2 Person Department.
- FY 2023 Revenue Projections
 - Revenues expected to increase with anticipated development and post-COVID projects moving forward.
 - Anticipate new commercial, housing, and mixed-use developments in FY 2023. There are several new developments and projects in the pipeline and planning/permitting process for the upcoming fiscal year.
 - There are no external factors which would impact the department budget.
 - No capital projects.





CABLE DIVISION OVERVIEW

Derry's Media Evolution



CONTEXT

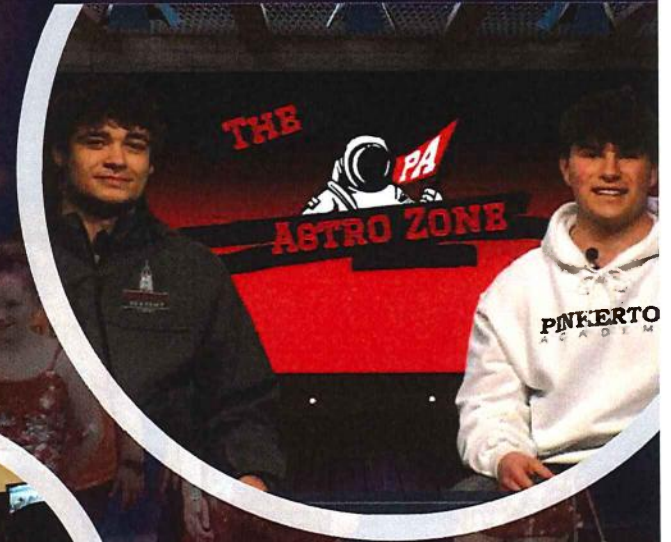
- Self-Balancing Fund - Does Not Impact Tax Rate
- Cable Fund Balance Use Limited To Capital Improvements - One Time Expenditures
- Continue Established Strategic Goals
- Focus on Community Impact



Highlights

- Outreach:

- Increased Event Coverage
- Hybrid Operations
 - Studio/Meeting Room/Remote
- Collaboration w/ Partners
- Enhanced Tech Reliability
- Further Training Development
- New Robust FM Software



Speech Contest 2022
April 1st 2022

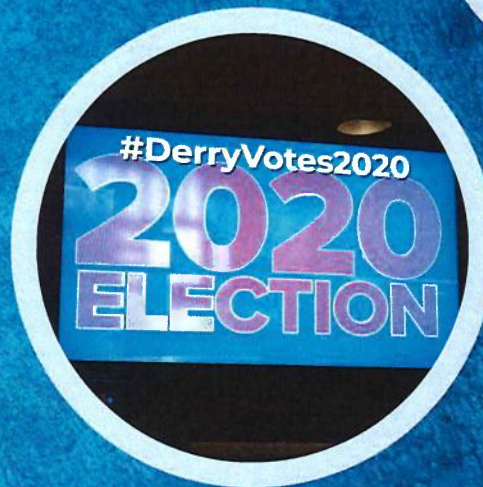
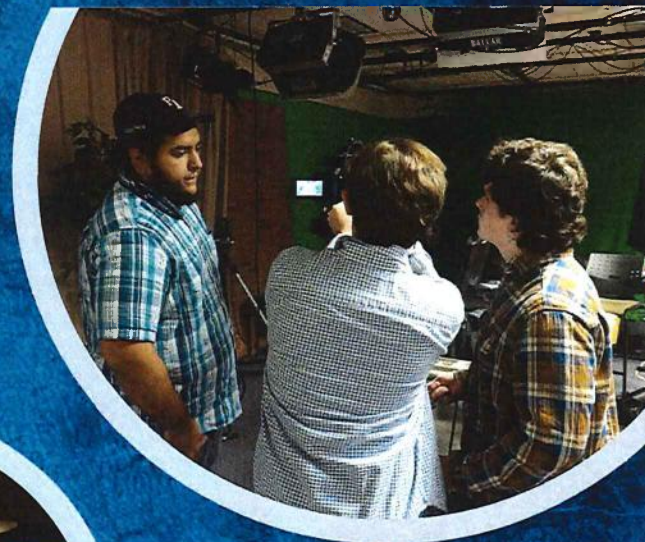
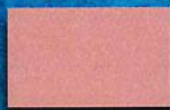
Recognition

- Alliance for Community Media/

- 2018-

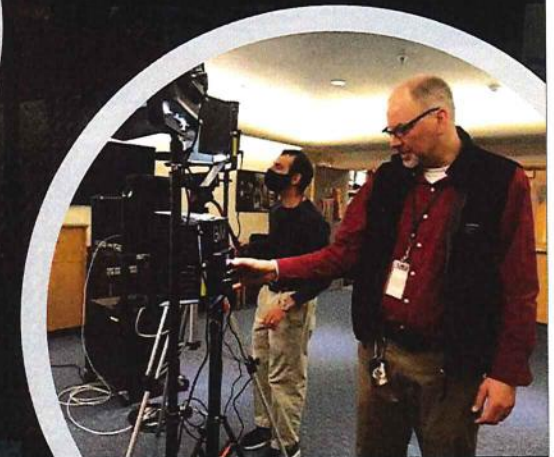
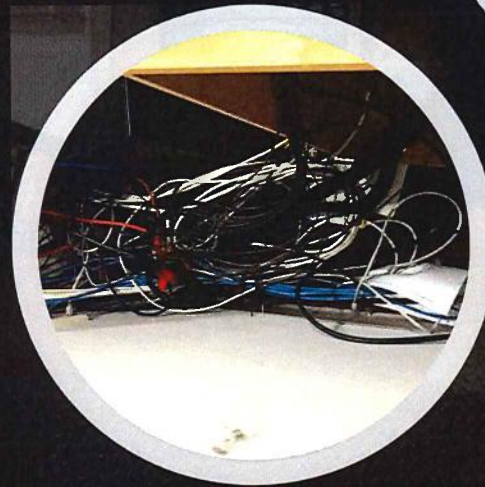
- 2019-

- 2020-



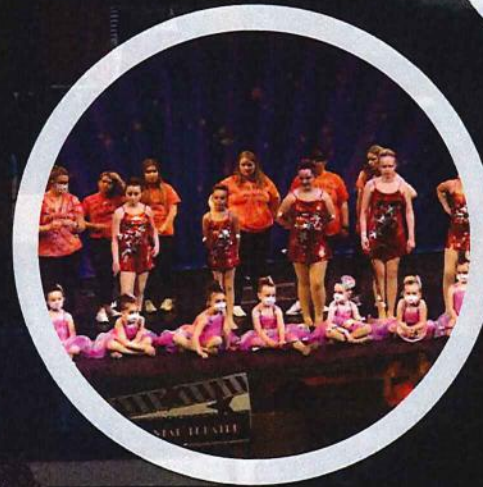
Underway

- Meeting Room Enhancements
- Mixed use/Conference/Accessible
- Remote/Hybrid Operations
- Signal Distribution management
 - Optimization
 - Consolidation
 - Inventory
 - Diagram
 - Digital Conversion



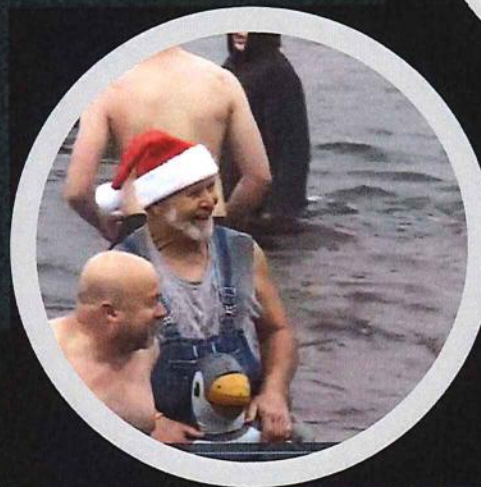
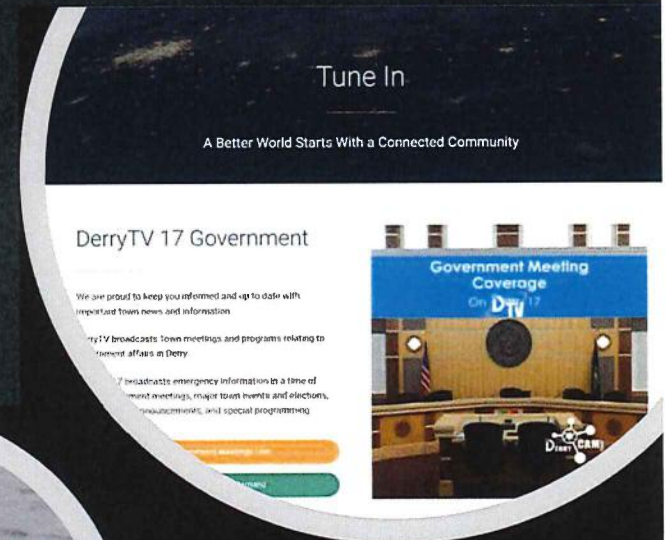
PRIORITIES

- TECHNOLOGY:
 - Remote Optimization
 - Delivery
 - FM Public Safety Coordination
 - Systems Integration
 - Meeting Room Enhancements
- RECRUITMENT
- TRAINING



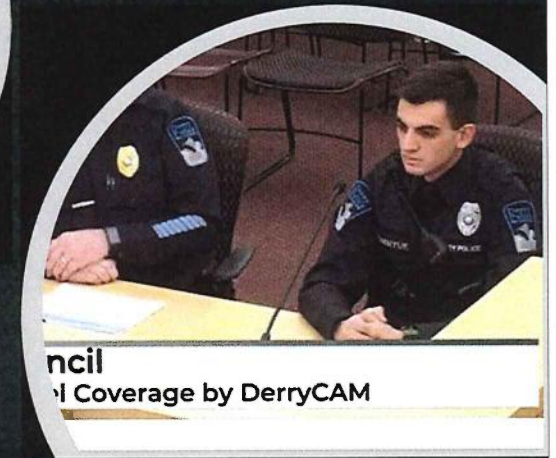
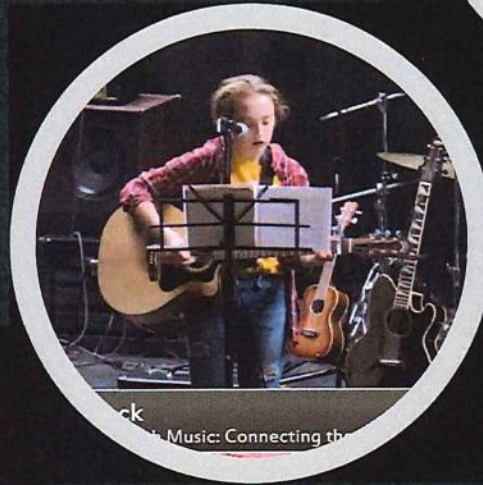
PRIORITIES

- Video Storage Server Expansion
- Emerging Media Lab
- Broadcast Automation-Channel 23
- IFB – (Talk Back) Comm System
- LPFM Radio
- Meeting Room Sound QC
- Cameras/ Multi-Media Remote (OH)





Questions



TIF Districts Overview – Page 513

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 Manning, Railroad, Wall Streets

A graphic on the left side of the slide. It features a large dark grey rectangle. On the right edge of this rectangle, there are two parallel diagonal lines: a white one on the inside and a blue one on the outside. These lines extend from the top to the bottom of the rectangle, creating a wedge-like shape that points towards the right.

Gateway TIF District

- Funds District Operations
 - Marketing
 - Economic Development Office
- 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

General Fund Capital Improvements Page 556

- 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:

- * \$1.45M Road Program
- * Police Cruiser lease-purchase program
- * \$282K transfer to CRFs

General Fund Capital Improvements Page 556

Police Department

Marked Fleet Replacement- \$489,368
Replace 10 of 17 marked units.

Executive

Communications Support - \$136,250
Support for new communications system
which includes systems
upgrade/replacement

Fire Department

Computer Aided Dispatch- \$150,000
Upgrade dispatch center.

Heart Monitor- \$40,000
Replace older model.

Tanker/Pumper - \$750,000
Replacement of two units

General Fund Capital Improvements Pages 567-569

- **Department of Public Works**

Pavement Management - \$1,450,000

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

Highway Vehicles - \$470,000

Replacement of the following vehicles:

10 Wheel Mack - \$235,000
F350 w/Plow - \$105,000
F55 w/Crane - \$130,000

Buildings and Grounds - \$25,000 Truck w/Plow

Cemetery - \$25,000 Road rehabilitation

Parks- \$35,000 Replace P/U

Expendable Maintenance Trust Page 561

- 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 561

Expendable Maintenance Trust

DPL- \$45,000

Replace Carpeting in
Children's Room

Fire Dept. - \$65,000

Plymovent Exhaust Systems
for three bays – AFG funding.

Fire Dept. - \$15,000

Replace six doors at Central
Fire.

Next Budget
Workshop –
Thursday,
April 14, 2022 at
7:00pm

- Public Safety:
 - Fire
 - Police
 - Animal Control