

**Town of Auburn  
BUDGET COMMITTEE  
Auburn Village School Cafeteria  
December 17, 2020  
7:00 PM**

**Approval of Meeting Minutes**

- Meeting of December 10, 2020

**Budget Presentations:**

- Health Officer (Paul Raiche)
- Police Department (Chief Pelton and Team)
- Highway Department (Michael Dross)
- Road Reconstruction (Michael Dross)
- Financial Administration – Audit (Adele Frisella)
- Financial Administration – Assessing (Bill Herman)
- Personnel Administration - Insurances (Adele Frisella)
- Personnel Administration – Longevity Pay (Bill Herman)
- General Government Buildings- (Bill Herman & Adele Frisella)
- Public Assistance (Bill Herman)
- Debt Service (Bill Herman)

**Other Business:**

**Next Meeting: Thursday, January 7, 2021**

**Adjourn:**

Note: "Any person with a disability who wishes to attend this public meeting and needs to be provided a reasonable accommodation in order to participate, please call the Town Hall (603) 483-5052, or contact the Committee Secretary so that arrangements can be made."

**Auburn Budget Committee Meeting  
December 10, 2020  
Auburn Village School  
Minutes  
7:00 PM**

**Members Present:** Peter Miles, Chairman; David Wesche, Dan Carpenter, Kevin Downing, Alan Villeneuve, Mary Beth Lufkin, Paula Marzloff and Keith Leclair

**Others Present:** Cemetery Trustee Jim Thompson, Conservation Commission Chair Jeff Porter, Planning Board Chair Ron Poltak, Parks & Recreation Coordinator Amy Lachance, Finance Director Adele Frisella, and Nancy Hoijer, Recording Secretary

Chair Miles called the meeting to order at 7:00 PM.

**Approval of Meeting Minutes**

**Meeting of December 3, 2020**

***Mr. Wesche motioned to approve the December 3, 2020 minutes as amended. Mr. Carpenter seconded the motion. A vote was taken Mrs. Marzloff abstained, Mr. Miles – aye, Mr. Wesche – aye, Mr. Carpenter – aye, Mr. Downing – aye, Mr. Villeneuve – aye and Mr. Leclair – aye. The motion passed 6-0-1.***

**Budget Presentations:**

**Cemeteries (Jim Thompson)**

Mr. Thompson presented the proposed FY 21 Cemeteries budget in the amount of \$33,300 which is a 1% decrease from last year. Mr. Thompson noted the mowing and fertilizer lines now include Robie Cemetery and the Robie Cemetery line is now zeroed out because the Cemetery is complete. Longmeadow will have a \$19,000 project for its stone wall from the Trust Fund and then the Town will take over. Cemetery Mileage has not been expended yet as the Trustees usually reimburse their mileage in another week or two. Dues & Membership has not been used much this year and will get on track next year.

***Mr. Wesche motioned to approve the FY 21 budget for Cemeteries in the amount of \$33,300. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

**Conservation Commission (Jeff Porter)**

Mr. Porter presented the proposed FY 21 Conservation Administration budget in the amount of \$5,500. Mr. Porter noted the Professional Services line and Maps & Supplies line increased to enter a proposed hydrological survey with the Planning Board to determine what sources of groundwater are available and plan and regulate development.

Mr. Villeneuve asked if Stantec was the best consulting firm for the project and Mr. Poltak indicated they are the 2<sup>nd</sup> largest consulting firm in the world and the Town has a contract with them, they know the players and have the technical expertise and a good repour with them. Other communities have already used them for this. The project is not highly technical in nature with 99% of it concerning wells. The State has on file within the last 25 years, the basic data, however 50% surveyed would not have had their wells tested or monitored within the last two years. The data will be accumulated to analyze water use now and determine future yield. In two years, the Planning Board will draft zoning ordinance so that if a developer wants to build 30 homes, they cannot do that without an assurance it will not impact someone else's well within the zone of influence. The State of NH does not get involved in wells that yield less than 5,705 gallons per day. In the recent drought conditions, we all saw the water table down 3' and the lake as it is now. Manchester Water Works is working on infrastructure with Hooksett because everyone wants that water.

***Mr. Villeneuve motioned to approve the FY 21 Conservation Administration in the amount of \$5,500. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

#### **Planning and Zoning (Ron Poltak)**

Mr. Poltak presented the proposed FY 21 Planning & Zoning budget in the amount of \$44,150 which is a 6% decrease from last year.

Mr. Poltak noted next year the costs will be reduced for the third phase of the study, to \$9,000. The Master Plan update was done three years ago. This year the Planning Board worked on Senior Housing and the Lighting ordinance. Legal must review those and the proposed ordinances. A majority of the new zoning ordinances will relate to the Fire Department's compliance with national standards.

Mr. Carpenter asked if the Planning Board and ZBA work with the Board of Selectmen paying legal fees on both sides of these things. Mr. Leclair noted an instance of a land unmerging of lots application which the Board of Selectmen denied and then went to the ZBA and was overruled. There were attorney's fees paid by the Town on both sides. The majority of legal fees this year was for that Sun Valley application. The Board of Selectmen considered Mr. Carpenter's request to separate the fees and decided against it.

***Mr. Villeneuve motioned to approve the FY 21 budget for Planning & Zoning in the amount of \$44,150. Mr. Wesche seconded the motion. A vote was taken: Mrs. Marzloff abstained, Mrs. Lufkin – aye, Mr. Villeneuve – aye, Mr. Leclair – aye, Mr. Carpenter – aye, Mr. Downing – aye, Mr. Miles – aye, and Mr. Wesche – aye. The motion passed 7-0-1.***

#### **Parks & Recreation (Amy Lachance)**

Mrs. Lachance presented the FY 21 Parks & Recreation budget in the amount of \$72,084.

Mrs. Lachance noted the Ski Program was reduced to \$1.00 as transportation will not be provided in January.

Mrs. Lachance indicated the Ice Rink proposed at \$5,000 was increased to \$5,250 and is a small rink. The purchase is dependent on the ability to build the storage building and store it. It will be taken out of the budget if the storage building is not built and if it works out, they will invest in the second larger one. Mrs. Lachance noted the Farm at Joppa Hill in Bedford, NH has constructed the one Parks & Recreation is considering. Mr. Leclair noted it can be moved in pieces and stored on a pallet. Mr. Villeneuve noted thousands had been put into ice rinks before. Mrs. Lachance indicated they were not attempting to make repairs anymore; this is a purchase. The Board asked Parks & Recreation not to come back with patch solutions for the existing rinks which were attempted last year. Mrs. Lufkin asked if data could be collected on how many people are using it before purchasing the second one.

Mrs. Lachance proposed use of the Severance School in Recreation Improvements, provided the Town can negotiate rent of the building with Manchester Water Works. The building would be renovated being performed through Manchester Water Works which may hold up occupancy until after June. Mrs. Lachance put together a business plan detailing the proposed revenue to offset the rent and utilities costs by groups such as the Scouts and others that have nowhere to go right now. Mr. Villeneuve asked whether the building could make \$30,000 in revenue. Mrs. Lachance noted it could make about \$16,000 with programs that she knows will happen now. Mr. Downing asked when it might be renovated so the program can begin and was advised noting could formally commence until the Town budget is approved in March. Mr. Villeneuve asked if the Town had an agreement with Manchester Water Works. Mr. Leclair explained passing the budget is the first step in the process. The Town has had multiple conversations with Manchester Water Works and ultimately would be contingent upon a March vote.

Mr. Villeneuve asked about the new truck maintenance and the fuel line. Mrs. Lachance noted the new truck was purchased used last year and had issues which were fixed. It was not being used until recently when the facilities manager was hired and now it is being used frequently.

Mr. Wesche asked about Senior Trips and if spring was realistic. Mrs. Lachance noted if something were not able to be done in the spring something would be done between late summer and December.

***Mr. Villeneuve motioned to approve the FY 21 budget for Parks & Recreation in the amount of \$72,084. Mr. Carpenter seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

#### **Legal Expenses (Adele Frisella)**

Ms. Frisella presented the proposed FY 21 Legal Expenditures budget in the amount of \$30,000 which is level funded from last year.

***Mr. Villeneuve motioned to approve the FY 21 Legal Expenditures budget in the amount of \$30,000. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

### **Regional Associations (Adele Frisella)**

Ms. Frisella presented the proposed FY 21 budget for Regional Associations in the amount of \$9,473 which is a 1% increase over last year. Mr. Villeneuve asked Mrs. Marzloff if the Planning Board got a lot out of the SNHPC dues and Mrs. Marzloff indicated that they provided a lot of information and support.

***Mrs. Marzloff motioned to approve the FY 21 budget for Regional Associations in the amount of \$9,473. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

### **Other General Government (Adele Frisella)**

Ms. Frisella presented the proposed FY 21 budget for General Government in the amount of \$113,270 which is a 1% increase from last year. Ms. Frisella indicated \$4,000 shown is for the new copier. The Town purchases a new copier every four years. They have an average life of three and a half years.

***Mrs. Lufkin motioned to approve the FY 21 budget for General Government in the amount of \$113,270. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

### **Solid Waste (Adele Frisella)**

Ms. Frisella presented the proposed FY 21 budget for Solid Waste in the amount of \$20,151 which is a 22% decrease from last year.

Mr. Villeneuve asked about E-Waste Day and if the \$4,800 would be enough to cover it and Mr. Leclair noted they shifted equipment around this year to make more space.

Mrs. Marzloff asked about being reduced to \$1.00 and Mr. Leclair explained there was no use. Mrs. Marzloff asked about junk being dumped everywhere and Mr. Leclair noted it is taken right to the dump.

Mr. Leclair noted for Landfill Monitoring is the extra work done for the two wells added that Stantec monitors the State requested additional sampling and reporting. Ms. Frisella noted testing is for PFOAs. Mr. Leclair noted it is not because of any increases found but as a widespread measure the State has requested in communities throughout the State.

***Mrs. Lufkin motioned to approve the FY 21 Solid Waste budget in the amount of \$20,151. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

### **Patriotic Purposes**

Mr. Carpenter presented the proposed budget for FY 21 for Patriotic Purposes in the amount of \$6,500 which is a 43% decrease from last year. Mr. Carpenter noted he was pleased with how

far the Historical Association has come. There are three books this year which he displayed, *Outdoors, Houses & Stories*. Mr. Villeneuve noted he enjoyed reading the stories online or in the Crier.

***Mrs. Lufkin motioned to approve the FY 21 Patriotic Purposes budget in the amount of \$6,500. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

#### **Salaries & Wages (Adele Frisella & Keith Leclair)**

Ms. Frisella and Mr. Leclair presented the 2021 Wage Salaries budget in the amount of \$2,211,127.

Mr. Leclair noted the Joint Board went with the proposed 2% increase for Step increases only and no COLA increase in FY2021. The Police Union has a requirement for a separate Warrant Article and the Town is required to propose a Step increase. If Town Employees also get a COLA increase, then the Union members receive that as well. A bonus was authorized for Town employees who have worked through Covid who and were not part of the First Responders stipend. The cost is \$6,500 and was taken out of the legal line.

Mr. Villeneuve asked the estimated fund balance and Mr. Leclair indicated it was a couple hundred thousand.

***Mrs. Lufkin motioned to approve the 2021 Wage Salaries budget in the amount of \$2,211,127. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

#### **Other Business**

**Next Meeting: Thursday, December 17, 2020**

#### **Adjourn**

***Mr. Wesche moved to adjourn the meeting at 8:01 PM, seconded by Mr. Downing. A vote was taken; all were in agreement, the motion carried unanimously. The meeting adjourned at 8:01 PM.***

Respectfully submitted,

Nancy J. Hoijer,  
Recording Secretary



# BUDGET COMPARISON -- FY '20 and FY '21 RUNNING TOTAL

<u>Department</u>	<u>2020 Budget</u>	<u>2021 BOS Proposed</u>	<u>2021 Bud Com</u>	<u>Difference</u>
Executive	283,542	288,555	288,555	5,013
Election & Registration	114,956	89,088	89,088	(25,868)
Financial Administration	100,890	105,970	64,470	
Legal Expense	30,000	30,000	30,000	0
Personnel Administration	464,499	486,721	89,041	
Planning & Zoning	47,151	44,151	44,151	(3,000)
General Government Buildings	135,839	134,763	12,142	
Cemeteries	34,383	34,186	34,186	(197)
Insurance	117,595	128,261	128,261	10,666
Regional Associations	9,337	9,473	9,473	136
Other General Government	111,871	113,272	113,272	1,401
Police	1,294,289	1,373,166	1,113,809	
Ambulance	86,858	89,463	89,463	2,605
Fire	519,886	505,667	505,667	(14,219)
Building Inspection	73,404	73,254	73,254	(150)
Emergency Management	1,804	1,004	1,004	(800)
Other Public Safety (Details)	1,000	500	500	(500)
Highways & Streets	1,007,255	1,106,387	2,298	
Street Lighting	14,000	7,000	7,000	(7,000)
Solid Waste	25,751	20,151	20,151	(5,600)
Health Officer	2,698	2,629	2,389	
Animal Control	21,929	22,412	22,412	483
Health Agencies	5,875	5,875		
Public Assistance	15,500	15,500		
Intergovernmental Welfare	4,471	4,471		
Parks & Recreation	117,487	131,870	131,870	14,383
Library	201,100	200,973	200,973	(127)
Patriotic Purposes	11,500	6,500	6,500	(5000)
Conservation Commission	2,139	6,149	6,149	4010
Debt Service	3	3		
<u>Capital Outlay</u>				
Fire Truck	120,910	120,908	120,908	0
Road Reconstruction	500,000	600,000		
Recreation Improvement	3,700	1		
Fire Station #2 Repairs	0	13,000	13,000	13,000
Library Land & Building Review	28,850	0		
TOTAL	\$5,510,472	\$5,771,323	\$3,206,986	(\$23,764)
Special Warrant Articles				
Collective Bargaining Agreement	14,482	6,939		
Recreation Storage Building	43,000	81,800		
Building Rehabilitation CRF	98,000	25,000		
Fleet Maintenance ETF	25,000	25,000		
Property Rehabilitation ETF	0	25,000		
Accrued Benefitis Liability Fund:	0	10,000		
Roads Emergency Repair ETF	0	100,000		
GRAND TOTAL	\$5,690,954	\$6,045,062	\$3,206,986	(\$23,764)

As of November 19, 2020 Joint Personnel Committee Meeting

As of December 10, 2020 Budget Committee Meeting

As of December 14, 2020 Board of Selectmen Meeting

# 2021 PROPOSED HEALTH ADMINISTRATION TOWN OF AUBURN

	1 Expended 2017  As of December	2 Expended 2018  As of December	3 Expended 2019  As of December	4 Budgeted 2020  As of December	5 Expended YTD 2020  As of November	6 Dept/Comm Request 2021	7 % Chg 20/21	8 BOS Approved 2021	9 Budget Comm Approved 2021
<b>General Fund</b>									
<b>Health Administration</b>									
1 01-4411-2-250-1 Health Mileage	8.42	0.00	0.00	100.00	0.00	100.00		50.00	_____
Narrative for Column # 6									
Level Funded									
Narrative for Column # 8									
Reduced for 2021 due to COVID unable to travel.									
2 01-4411-6-645-1 Health Dues & Memberships	255.00	70.00	35.00	255.00	45.00	255.00		200.00	_____
Narrative for Column # 6									
Level Funded									
Narrative for Column # 8									
Reduced because of many programs not available due to COVID,									
<b>Health Administration Total</b>	<b>263.42</b>	<b>70.00</b>	<b>35.00</b>	<b>355.00</b>	<b>45.00</b>	<b>355.00</b>	<b>0%</b>	<b>250.00</b>	<b>0.00</b>
<b>Grand Total:</b>	<b>263.42</b>	<b>70.00</b>	<b>35.00</b>	<b>355.00</b>	<b>45.00</b>	<b>355.00</b>	<b>0%</b>	<b>250.00</b>	<b>0.00</b>



# 2021 PROPOSED POLICE TOWN OF AUBURN

	1 Expended 2017  As of December	2 Expended 2018  As of December	3 Expended 2019  As of December	4 Budgeted 2020  As of December	5 Expended YTD 2020  As of November	6 Dept/Comm Request 2021	7 % Chg 20/21	8 BOS Approved 2021	9 Budget Comm Approved 2021
<b>General Fund</b>									
<b>Police Department</b>									
1 01-4210-1-150-1 DWI & Sobriety Checkpoint Patrol	2,832.29	2,695.75	2,331.89	5,000.00	2,741.88	5,000.00		5,000.00	_____
Narrative for Column # 8									
BOS approved 11/9/2020.									
2 01-4210-1-150-2 Selective Traffic Control	5,741.05	4,305.13	5,509.64	4,000.00	2,655.32	4,000.00		4,000.00	_____
Narrative for Column # 8									
BOS approved 11/9/2020.									
3 01-4210-1-150-3 Police Witness Fees	1,944.11	1,296.57	982.33	2,000.00	243.05	2,000.00		2,000.00	_____
Narrative for Column # 8									
BOS approved 11/9/2020.									
4 01-4210-1-150-4 PD OHRV	0.00	0.00	0.00	1.00	0.00	1.00		1.00	_____
Narrative for Column # 8									
BOS approved 11/9/2020.									
<b>Police Department Total</b>	<b>10,517.45</b>	<b>8,297.45</b>	<b>8,823.86</b>	<b>11,001.00</b>	<b>5,640.25</b>	<b>11,001.00</b>	<b>0%</b>	<b>11,001.00</b>	<b>0.00</b>
<b>Grand Total:</b>	<b>10,517.45</b>	<b>8,297.45</b>	<b>8,823.86</b>	<b>11,001.00</b>	<b>5,640.25</b>	<b>11,001.00</b>	<b>0%</b>	<b>11,001.00</b>	<b>0.00</b>

# 2021 PROPOSED POLICE TOWN OF AUBURN

		1	2	3	4	5	6	7	8	9	
		Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm	
		2017	2018	2019	2020	2020	Request	20/21	Approved	Approved	
							2021		2021	2021	
		As of December	As of December	As of December	As of December	As of November					
<b>General Fund</b>											
<b>Police Department</b>											
1	01-4210-2-290-1	Police Uniforms	8,004.96	6,279.62	8,617.87	9,400.00	5,703.65	9,000.00	-4%	9,000.00	_____
	Narrative for Column # 8										
	BOS approved 11/2/2020.										
2	01-4210-3-340-1	Police Computer Services	22,385.90	43,512.80	19,550.01	23,100.00	20,379.03	23,100.00		23,100.00	_____
	Narrative for Column # 6										
	Requested \$23,500, approved at \$23,100.										
	Narrative for Column # 8										
	BOS approved 11/9/2020.										
3	01-4210-3-360-1	Police Custodial Services	7,018.55	7,536.40	7,360.00	7,120.00	6,009.28	7,120.00		7,210.00	_____
	Narrative for Column # 8										
	BOS approved 11/9/2020.										
4	01-4210-3-370-1	Police Medical Services	1,350.00	1,266.99	1,028.70	1,200.00	993.40	1,200.00		1,200.00	_____
	Narrative for Column # 8										
	BOS approved 11/9/2020.										
5	01-4210-3-390-0	Police Court Prosecutor	18,999.96	18,999.96	18,999.96	20,000.00	16,666.70	20,000.00		20,000.00	_____
	Narrative for Column # 8										
	BOS approved 11/9/2020.										
6	01-4210-3-390-1	Police Radar	990.62	1,334.16	731.26	850.00	663.99	2,350.00	176%	2,350.00	_____
	Narrative for Column # 8										
	BOS approved 11/9/2020.										
7	01-4210-3-390-2	Police Radio Maintenance	8,299.28	6,151.05	3,704.05	5,000.00	6,670.22	5,000.00		5,000.00	_____
	Narrative for Column # 8										
	BOS approved 11/9/2020.										
8	01-4210-3-390-3	Police Training	5,580.92	4,695.97	3,958.34	4,550.00	4,215.00	4,550.00		4,550.00	_____
	Narrative for Column # 8										
	BOS approved 11/9/2020.										
9	01-4210-3-390-4	Police Photography	346.55	281.93	370.97	300.00	124.30	300.00		300.00	_____
	Narrative for Column # 8										
	BOS approved 11/9/2020.										
10	01-4210-3-391-0	Police Public Relations	3,143.19	3,527.35	3,509.33	3,500.00	2,737.16	3,500.00		3,500.00	_____
	Narrative for Column # 8										
	BOS approved 11/9/2020.										
11	01-4210-5-560-1	Police Plant Costs	8,268.46	9,197.31	10,034.40	7,380.00	5,589.93	7,000.00	-5%	7,000.00	_____
	Narrative for Column # 8										
	BOS approved 11/9/2020.										
12	01-4210-6-610-1	Police Equipment	5,144.07	6,973.80	6,085.71	6,000.00	7,359.29	6,200.00	3%	6,000.00	_____

[illegible]

# 2021 PROPOSED POLICE TOWN OF AUBURN

		1	2	3	4	5	6	7	8	9
		Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
		2017	2018	2019	2020	2020	Request	20/21	Approved	Approved
							2021		2021	2021
		As of December	As of December	As of December	As of December	As of November				
25	01-4210-7-710-1	Police Cruiser Maintenance	10,570.28	11,713.40	10,357.09	10,550.00	10,244.18	10,550.00	10,550.00	_____
	Narrative for Column # 8									
	BOS approved 11/9/2020.									
26	01-4210-7-720-1	Police Cruiser Fuel	19,464.25	23,346.82	21,690.28	25,000.00	14,604.58	22,500.00	-10%	22,500.00
	Narrative for Column # 8									
	BOS approved 11/9/2020.									
Police Department Total		210,297.64	241,296.86	198,035.85	222,350.00	215,000.50	215,370.00	-3%	214,260.00	0.00
Grand Total:		210,297.64	241,296.86	198,035.85	222,350.00	215,000.50	215,370.00	-3%	214,260.00	0.00

		1 Expended 2017  As of December	2 Expended 2018  As of December	3 Expended 2019  As of December	4 Budgeted 2020  As of December	5 Expended YTD 2020  As of November	6 Dept/Comm Request 2021	7 % Chg 20/21	8 BOS Approved 2021	9 Budget Comm Approved 2021	
Highways & Streets											
1	01-4312-3-385-1 Narrative for Column # 8 BOS approved 12/7/2020.	Highway Shimming	99,806.47	131,410.72	97,827.64	180,000.00	179,998.81	230,000.00	28%	230,000.00	_____
2	01-4312-3-385-2 Narrative for Column # 8 BOS approved 12/7/2020.	Highway Spr/Summer Storms	16,714.56	7,475.00	7,192.50	8,500.00	8,342.50	8,500.00		8,500.00	_____
3	01-4312-3-385-3 Narrative for Column # 8 BOS approved 12/7/2020.	Highways Summer Subcontractor	193,003.07	172,832.35	224,240.93	150,000.00	204,982.97	200,000.00	33%	200,000.00	_____
4	01-4312-3-385-4 Narrative for Column # 8 BOS approved 12/7/2020.	Highway Road Striping	8,569.62	20,678.50	22,040.01	21,000.00	0.00	21,000.00		21,000.00	_____
5	01-4312-3-385-5 Narrative for Column # 8 BOS approved 12/7/2020.	Highway Tree/Brush Cutting	42,640.00	32,332.50	34,291.25	42,000.00	32,970.00	42,000.00		42,000.00	_____
6	01-4312-3-385-7 Narrative for Column # 8 BOS approved 12/7/2020.	Highway Cold Patch	4,991.45	9,267.95	21,399.05	5,000.00	13,993.93	10,000.00	100%	10,000.00	_____
7	01-4312-3-385-8 Narrative for Column # 8 BOS approved 12/7/2020.	Highway Summer Gravel/Bankrun	41,802.80	1,145.55	1,767.78	1.00	0.00	1,500.00	149,900%	1,500.00	_____
8	01-4312-3-385-9 Narrative for Column # 8 BOS approved 12/7/2020.	Highway Summer Misc Supplies	1,443.72	120.44	11,427.22	3,000.00	1,559.62	1,600.00	-47%	1,600.00	_____
9	01-4312-3-386-3 Narrative for Column # 8 Road agent would like to start a program allowing 5 hours per week if no plowing is done to help maintain work force. The there would be no additional cost to budget. BOS approved 12/7/2020.	Highway Winter Subcontractor	496,592.59	389,852.14	434,368.71	382,000.00	226,647.77	382,000.00		382,000.00	_____
10	01-4312-3-386-4 Narrative for Column # 8 BOS approved 12/7/2020.	Highway Winter Salt	174,253.74	203,178.80	174,744.16	170,000.00	112,399.78	170,000.00		170,000.00	_____
11	01-4312-3-386-5 Narrative for Column # 8 BOS approved 12/7/2020.	Highway Winter Sand	0.00	1,694.17	4,114.32	5,000.00	699.84	5,000.00		5,000.00	_____
12	01-4312-3-386-6 Narrative for Column # 8 BOS approved 12/7/2020.	Highway Winter Repairs	6,005.94	13,102.62	7,687.68	9,000.00	1,702.54	9,000.00		9,000.00	_____

# 2021 PROPOSED HIGHWAYS & ROADS

## TOWN OF AUBURN

		1	2	3	4	5	6	7	8	9
		Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
		2017	2018	2019	2020	2020	Request	20/21	Approved	Approved
							2021		2021	2021
		As of December	As of December	As of December	As of December	As of November				
13 01-4312-3-387-2	Highway Bridge & Culvert	7,225.00	6,601.53	0.00	5,000.00	39,474.43	5,000.00		5,000.00	_____
Narrative for Column # 8										
BOS approved 12/7/2020.										
14 01-4312-3-387-4	Highway Guardrails, Gates, Etc.	0.00	0.00	0.00	1,000.00	67.98	1,000.00		1,000.00	_____
Narrative for Column # 8										
BOS approved 12/7/2020.										
15 01-4312-3-388-1	Highway Signs & Safety Equipment	4,616.18	1,637.45	3,499.26	3,500.00	958.72	2,500.00	-29%	2,500.00	_____
Narrative for Column # 8										
BOS approved 12/7/2020.										
16 01-4312-3-388-3	Highway Special Hwy Grant	76,615.00	4,568.75	0.00	0.00	0.00	0.00		0.00	_____
17 01-4312-3-390-0	Highway Catch Basin Maintenance	4,295.00	5,040.00	4,907.10	5,000.00	4,042.72	5,000.00		5,000.00	_____
Narrative for Column # 8										
BOS approved 12/7/2020.										
18 01-4312-3-390-2	Highway Storm Water Maintenance	14,749.02	2,237.50	5,960.00	15,000.00	10,000.00	10,000.00	-33%	10,000.00	_____
Narrative for Column # 8										
BOS approved 12/7/2020.										
Highways & Streets Total		1,193,324.16	1,003,175.97	1,055,467.61	1,005,001.00	837,841.61	1,104,100.00	10%	1,104,100.00	0.00
Grand Total:		1,193,324.16	1,003,175.97	1,055,467.61	1,005,001.00	837,841.61	1,104,100.00	10%	1,104,100.00	0.00

# 2021 PROPOSED IMPROVEMENTS OTHER THAN BUILDINGS

## TOWN OF AUBURN

	1 Expended 2017  As of December	2 Expended 2018  As of December	3 Expended 2019  As of December	4 Budgeted 2020  As of December	5 Expended YTD 2020  As of November	6 Dept/Comm Request 2021	7 % Chg 20/21	8 BOS Approved 2021	9 Budget Comm Approved 2021
<b>General Fund</b>									
<b>Improvements Other Than Bldgs</b>									
1 01-4909-9-930-0 Road Reconstruction	752,627.47	659,033.64	676,249.57	500,000.00	481,650.35	650,000.00	30%	600,000.00	
Narrative for Column # 8									
2021 Roads, Hills, Squirrel and part of Depot.									
BOS approved 12/7/2020.									
<b>Improvements Other Than Bldgs Total</b>	<b>752,627.47</b>	<b>659,033.64</b>	<b>676,249.57</b>	<b>500,000.00</b>	<b>481,650.35</b>	<b>650,000.00</b>	<b>30%</b>	<b>600,000.00</b>	<b>0.00</b>
<b>Grand Total:</b>	<b>752,627.47</b>	<b>659,033.64</b>	<b>676,249.57</b>	<b>500,000.00</b>	<b>481,650.35</b>	<b>650,000.00</b>	<b>30%</b>	<b>600,000.00</b>	<b>0.00</b>



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# 2021 PROPOSED FINANCIAL ADMINISTRATION TOWN OF AUBURN

Page: 1  
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ReportBudgetSF

	1 Expended 2017  As of December	2 Expended 2018  As of December	3 Expended 2019  As of December	4 Budgeted 2020  As of December	5 Expended YTD 2020  As of November	6 Dept/Comm Request 2021	7 % Chg 20/21	8 BOS Approved 2021	9 Budget Comm Approved 2021
<b>General Fund</b>									
<b>Financial Administration</b>									
1 01-4150-3-310-1      Audit	11,500.00	11,950.00	12,000.00	13,000.00	9,732.50	13,500.00	4%	13,500.00	_____
Narrative for Column # 8									
BOS approved 11/30/2020.									
<b>Financial Administration Total</b>	<b>11,500.00</b>	<b>11,950.00</b>	<b>12,000.00</b>	<b>13,000.00</b>	<b>9,732.50</b>	<b>13,500.00</b>	<b>4%</b>	<b>13,500.00</b>	<b>0.00</b>
<b>Grand Total:</b>	<b>11,500.00</b>	<b>11,950.00</b>	<b>12,000.00</b>	<b>13,000.00</b>	<b>9,732.50</b>	<b>13,500.00</b>	<b>4%</b>	<b>13,500.00</b>	<b>0.00</b>

# 2021 PROPOSED FINANCIAL ADMINISTRATION TOWN OF AUBURN

	1 Expended 2017  As of December	2 Expended 2018  As of December	3 Expended 2019  As of December	4 Budgeted 2020  As of December	5 Expended YTD 2020  As of November	6 Dept/Comm Request 2021	7 % Chg 20/21	8 BOS Approved 2021	9 Budget Comm Approved 2021
<b>General Fund</b>									
<b>Financial Administration</b>									
1 01-4150-3-330-2 Annual Assessing Update	27,424.96	88,459.25	37,596.20	28,000.00	25,418.00	28,000.00		28,000.00	
Narrative for Column # 8									
BOS approved 11/16/2020.									
<b>Financial Administration Total</b>	<b>27,424.96</b>	<b>88,459.25</b>	<b>37,596.20</b>	<b>28,000.00</b>	<b>25,418.00</b>	<b>28,000.00</b>	<b>0%</b>	<b>28,000.00</b>	<b>0.00</b>
<b>Grand Total:</b>	<b>27,424.96</b>	<b>88,459.25</b>	<b>37,596.20</b>	<b>28,000.00</b>	<b>25,418.00</b>	<b>28,000.00</b>	<b>0%</b>	<b>28,000.00</b>	<b>0.00</b>

# 2021 PROPOSED PERSONNEL ADMINISTRATION

## TOWN OF AUBURN

		1 Expended 2017  As of December	2 Expended 2018  As of December	3 Expended 2019  As of December	4 Budgeted 2020  As of December	5 Expended YTD 2020  As of November	6 Dept/Comm Request 2021	7 % Chg 20/21	8 BOS Approved 2021	9 Budget Comm Approved 2021	
General Fund											
Personnel Administration											
1	01-4155-2-210-1	Health Insurance (All Departments)	275,745.55	278,592.82	275,103.15	342,688.00	334,612.09	356,967.00	4%	356,967.00	_____
	Narrative for Column # 6 9% Increase in cost for six months. Narrative for Column # 8 BOS approved 11/30/2020.										
2	01-4155-2-211-1	Dental Insurance (All Departments)	15,718.61	15,914.27	17,119.23	18,543.00	18,505.11	15,992.00	-14%	15,992.00	_____
	Narrative for Column # 6 Cost remain the same, change in membership. Narrative for Column # 8 BOS approved 11/30/2020.										
3	01-4155-2-213-1	Disability Insurance (All Departments)	6,831.99	7,348.06	6,692.68	8,221.00	7,522.08	8,679.00	6%	8,679.00	_____
	Narrative for Column # 6 Increase in cost for six months. Narrative for Column # 8 BOS approved 11/30/2020.										
4	01-4155-2-214-1	Life Insurance (All Departments)	3,275.87	2,329.34	3,323.32	2,686.00	2,567.50	2,394.00	-11%	2,394.00	_____
	Narrative for Column # 6 Decrease in costs for six months. Narrative for Column # 8 BOS approved 11/30/2020.										
Grand Total:		301,572.02	304,184.49	302,238.38	372,138.00	363,206.78	384,032.00	3%	384,032.00	0.00	

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# 2021 PROPOSED PERSONNEL ADMINISTRATION TOWN OF AUBURN

Page: 1  
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ReportBudgetSF

	1 Expended 2017  As of December	2 Expended 2018  As of December	3 Expended 2019  As of December	4 Budgeted 2020  As of December	5 Expended YTD 2020  As of November	6 Dept/Comm Request 2021	7 % Chg 20/21	8 BOS Approved 2021	9 Budget Comm Approved 2021
<b>General Fund</b>									
<b>Personnel Administration</b>									
1 01-4155-2-290-0 Longevity Pay	9,600.00	9,850.00	9,300.00	9,600.00	0.00	11,350.00	18%	11,350.00	
Narrative for Column # 6									
5-9 Years of Service 11 @ \$140 = \$1,650									
10-14 Years of Service 4 @ 300 = \$1,200									
15-19 Years of Service 6 @ \$450 = \$2,700									
20-24 Years of Service 3 @ \$600 = \$1,800									
25+ Years of Service 4 @ \$1,000 = \$4,000									
Narrative for Column # 8									
BOS approved 11/30/2020.									
<b>Grand Total:</b>	<b>9,600.00</b>	<b>9,850.00</b>	<b>9,300.00</b>	<b>9,600.00</b>	<b>0.00</b>	<b>11,350.00</b>	<b>18%</b>	<b>11,350.00</b>	<b>0.00</b>

		1 Expended 2017  As of December	2 Expended 2018  As of December	3 Expended 2019  As of December	4 Budgeted 2020  As of December	5 Expended YTD 2020  As of November	6 Dept/Comm Request 2021	7 % Chg 20/21	8 BOS Approved 2021	9 Budget Comm Approved 2021	
Government Buildings & Mainten											
1	01-4194-5-510-1	Town Hall Telephone/Internet	4,594.77	3,700.92	4,405.09	4,400.00	4,771.47	5,280.00	20%	5,280.00	_____
	Narrative for Column # 6 Comcast 400x12 - \$4,800 Cell 40x 12 - \$480 Narrative for Column # 8 BOS approved 12/7/2020/										
2	01-4194-5-510-2	Highway Telephone/Internet	1,069.73	1,254.12	1,103.55	1,300.00	831.44	1,050.00	-19%	1,050.00	_____
	Narrative for Column # 6 Consolidated Communication Line \$43x12 - \$516 Verizon \$45x12 - \$540 Narrative for Column # 8 BOS approved 12/7/2020.										
3	01-4194-5-510-3	PD/ACO Telephone/Internet	9,932.18	9,551.78	9,440.35	10,200.00	8,773.65	10,370.00	2%	10,370.00	_____
	Narrative for Column # 6 Consolidated Communication \$111x12 - \$1,332 Verizon \$467x12 - \$5,604 Comcast \$286x12 - \$3,432 Narrative for Column # 8 BOS approved 12/7/2020.										
4	01-4194-5-510-4	FD/OEM Telephone/Internet	7,058.86	7,954.27	7,398.61	6,000.00	6,192.96	7,900.00	32%	7,900.00	_____
	Narrative for Column # 6 Verizon \$116x12 = \$1,396 Comcast (2 locations) \$440x12 = \$5,280 First Light \$62x12 - \$744 Cell Reim \$40x12 - \$480 Narrative for Column # 8 BOS approved 12/7/2020.										
5	01-4194-5-510-5	P & R Telephone/Internet	-13.23	0.00	0.00	1.00	0.00	550.00	54,900%	550.00	_____
	Narrative for Column # 6 Verizon Narrative for Column # 8 BOS approved 12/7/2020.										
6	01-4194-5-520-1	Town Hall Electric	4,264.46	5,082.99	3,309.74	3,800.00	3,398.06	4,200.00	11%	4,200.00	_____
	Narrative for Column # 8 BOS approved 12/7/2020.										
7	01-4194-5-520-2	Highway Electric	2,561.58	2,641.42	2,923.44	3,500.00	2,206.97	3,100.00	-11%	3,100.00	_____
	Narrative for Column # 8 BOS approved 12/7/2020.										
8	01-4194-5-520-3	Safety Complex Electric	13,097.53	14,103.62	12,501.34	13,500.00	10,434.90	12,500.00	-7%	12,500.00	_____
	Narrative for Column # 8 BOS approved 12/7/2020.										
9	01-4194-5-520-4	Pingree Hill Electric	1,993.53	2,447.81	2,416.34	2,500.00	2,198.13	2,650.00	6%	2,650.00	_____
	Narrative for Column # 8										

# 2021 PROPOSED GOVERNMENT BUILDINGS & MAINTENANCE

## TOWN OF AUBURN

		1	2	3	4	5	6	7	8	9	
		Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm	
		2017	2018	2019	2020	2020	Request	20/21	Approved	Approved	
							2021		2021	2021	
		As of December	As of December	As of December	As of December	As of November					
BOS approved 12/7/2020.											
10	01-4194-5-520-5	P & R Electric	2,093.10	2,201.13	2,058.67	2,200.00	1,336.23	1,500.00	-32%	1,500.00	_____
		Narrative for Column # 8									
		BOS approved 12/7/2020.									
11	01-4194-5-530-1	Town Hall Heating	2,377.19	4,018.11	3,320.75	4,500.00	1,745.41	3,500.00	-22%	3,500.00	_____
		Narrative for Column # 8									
		BOS approved 12/7/2020.									
12	01-4194-5-530-2	Highway Heating	6,661.49	3,426.70	4,013.05	4,500.00	2,259.51	4,500.00		4,500.00	_____
		Narrative for Column # 8									
		BOS approved 12/7/2020.									
13	01-4194-5-530-3	Safety Complex Heating	8,862.29	12,483.77	11,378.44	14,000.00	9,751.95	14,000.00		14,000.00	_____
		Narrative for Column # 8									
		BOS approved 12/7/2020.									
14	01-4194-5-530-4	Pingree Hill Heating	2,128.55	3,181.92	3,228.83	3,000.00	2,079.35	3,000.00		3,000.00	_____
		Narrative for Column # 8									
		BOS approved 12/7/2020.									
15	01-4194-5-550-1	Repairs & Maintenance	2,760.26	2,529.86	4,374.15	4,900.00	1,773.75	8,634.00	76%	8,634.00	_____
		Narrative for Column # 6									
		TH Furnance Clean/Repair - \$1,000									
		Highway Furnance Clean/Repair - \$700									
		TH Generator Maint - \$250									
		Smoke Detectors Check/Repair - \$250									
		Fire Extinguisher Check/Repair - \$380									
		Lighting Fix/Replace - \$1,000									
		Power Wast TH - \$400									
		Miscellaneous - \$1,500									
		TH Power Washing - \$400									
		TH - Replacing Smoke & Heat Detectors - \$2,754									
		Narrative for Column # 8									
		BOS approved 12/7/2020.									
16	01-4194-5-550-2	Municipal Property Mowing	25,807.00	27,980.00	35,101.12	34,900.00	24,200.52	34,900.00		34,900.00	_____
		Narrative for Column # 6									
		Level Funding									
		Narrative for Column # 8									
		BOS approved 12/7/2020.									
17	01-4194-5-560-1	Plant Costs	4,974.61	4,497.62	5,231.41	3,740.00	5,674.75	4,830.00	29%	4,830.00	_____
		Narrative for Column # 6									
		Trash PU - \$350									
		State Lift/Boiler Insp - \$400									
		Storage Units 240x12 - \$2,880									
		TH Fire Alarm Monitoring - \$450									
		Miscellaneous - \$400									
		Narrative for Column # 8									
		BOS approved 12/6/2020.									
18	01-4194-6-660-1	Bottled Water	325.83	153.21	35.10	1.00	0.00	0.00	-100%	0.00	_____

# 2021 PROPOSED GOVERNMENT BUILDINGS & MAINTENANCE

## TOWN OF AUBURN

	1	2	3	4	5	6	7	8	9
	Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
	2017	2018	2019	2020	2020	Request	20/21	Approved	Approved
						2021		2021	2021
	As of December	As of December	As of December	As of December	As of November				
<hr/>									
<i>Narrative for Column # 6</i>									
Put in Office Supplies									
19 01-4194-6-660-2	Janitorial Supplies	565.21	46.24	42.37	400.00	0.00	200.00	-50%	200.00
<hr/>									
<i>Narrative for Column # 8</i>									
BOS approved 12/7/2020.									
20 10-4194-9-920-0	Building Repairs	0.00	0.00	0.00	0.00	0.00			
<hr/>									
Grand Total:	101,114.94	107,255.49	112,282.35	117,342.00	87,629.05	122,664.00	5%	122,664.00	0.00



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2021 PROPOSED DIRECT ASSISTANCE  
TOWN OF AUBURN

Page: 1  
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ReportBudgetSF

		1	2	3	4	5	6	7	8	9
		Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
		2017	2018	2019	2020	2020	Request	20/21	Approved	Approved
							2021		2021	2021
		As of December	As of December	As of December	As of December	As of November				
<b>General Fund</b>										
<b>Direct Assistance</b>										
1 01-4442-0-002-1	General Welfare Assistance	15,430.83	8,876.62	5,472.35	15,500.00	7,940.66	15,500.00		15,500.00	
Narrative for Column # 8										
BOS approved 11/30/2020.										
<b>Grand Total:</b>		<b>15,430.83</b>	<b>8,876.62</b>	<b>5,472.35</b>	<b>15,500.00</b>	<b>7,940.66</b>	<b>15,500.00</b>	<b>0%</b>	<b>15,500.00</b>	<b>0.00</b>

# 2021 PROPOSED DEBT SERVICE

## TOWN OF AUBURN

	1 Expended 2017  As of December	2 Expended 2018  As of December	3 Expended 2019  As of December	4 Budgeted 2020  As of December	5 Expended YTD 2020  As of November	6 Dept/Comm Request 2021	7 % Chg 20/21	8 BOS Approved 2021	9 Budget Comm Approved 2021
<b>General Fund</b>									
<b>Principle on LT Bonds &amp; Notes</b>									
1 01-4711-4-410-1 Long Term Bond Principle Narrative for Column # 8 BOS approved 11/2/2020.	0.00	0.00	0.00	1.00	0.00	1.00		1.00	
<b>Principle on LT Bonds &amp; Notes Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>0.00</b>	<b>1.00</b>	<b>0%</b>	<b>1.00</b>	<b>0.00</b>
<b>Interest on LT Bonds &amp; Notes</b>									
2 01-4721-4-420-1 Long Term Bond Interest Narrative for Column # 8 BOS approved 11/2/2020.	0.00	0.00	0.00	1.00	0.00	1.00		1.00	
<b>Interest on LT Bonds &amp; Notes Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>0.00</b>	<b>1.00</b>	<b>0%</b>	<b>1.00</b>	<b>0.00</b>
<b>Interest on Tax Anticipation</b>									
3 01-4723-4-420-1 Tax Anticipation Interest Narrative for Column # 8 BOS approved 11/2/2020.	0.00	0.00	0.00	1.00	0.00	1.00		1.00	
<b>Interest on Tax Anticipation Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>0.00</b>	<b>1.00</b>	<b>0%</b>	<b>1.00</b>	<b>0.00</b>
<b>Grand Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3.00</b>	<b>0.00</b>	<b>3.00</b>	<b>0%</b>	<b>3.00</b>	<b>0.00</b>