



**TOWN OF PEMBROKE
TOWN HALL
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**Pembroke Budget Committee
Agenda
December 5, 2019, 6:30
Location: Pembroke Town Hall**

1. Attendance:
2. Approval of Minutes: November 21, 2019
3. Presentation of 2020 Library Budget
4. Presentation of 2020 Police Budget
5. Other Business
6. Adjourn:

Karen Yeaton, Chairman

Town of Pembroke

2020 Town Budget proposal

Statement Code: 3TownBudget

Account Number / Description	3 Years Prior Actual 1/1/2017 - 12/31/2017	2 Years Prior Budget 1/1/2018 - 12/31/2018	2 Years Prior Actual 1/1/2018 - 12/31/2018	1 Year Prior Revised 1/1/2019 - 12/31/2019	1 Year Prior Actual 1/1/2019 - 12/31/2019	2020 Budget/Budget Difference 1/1/2020 - 12/31/2020	Change %
45500 Library							
2000-45500-11000 Wages - Library	131,792.47	138,416.00	141,511.85	148,905.00	126,703.67	143,900.00	(3.36)%
2000-45500-21000 Health Insurance - LIB	8,975.52	7,786.00	7,785.00	18,821.00	4,758.12	16,774.00	(10.88)%
2000-45500-21100 Dental Insurance - LIB	484.44	496.00	495.60	1,412.00	253.50	1,020.00	(27.76)%
2000-45500-21500 Life Insurance - LIB	32.76	36.00	36.00	36.00	30.00	36.00	0.00 %
2000-45500-21900 Disability Insurance - LIB	763.32	711.00	866.76	711.00	702.80	711.00	0.00 %
2000-45500-22000 Social Security - LIB	8,072.73	8,582.00	8,629.69	9,277.00	7,861.48	9,031.00	(2.65)%
2000-45500-22500 Medicare - LIB	1,888.01	2,008.00	2,018.36	2,170.00	1,838.64	2,112.00	(2.67)%
2000-45500-23000 NH Retirement - LIB	6,609.73	7,187.00	7,050.83	7,744.00	6,427.66	6,413.00	(17.19)%
2000-45500-34100 Telephone - LIB	1,557.15	1,350.00	1,592.50	1,600.00	1,366.12	1,600.00	0.00 %
2000-45500-41000 Electricity - LIB	11,252.85	11,500.00	9,971.69	11,500.00	8,948.31	11,500.00	0.00 %
2000-45500-41100 Heating Fuel - LIB	5,317.84	9,000.00	6,365.64	9,000.00	5,795.22	8,000.00	(11.11)%
2000-45500-43001 Building Supplies - LIB	1,411.34	1,500.00	1,565.91	1,500.00	762.35	1,500.00	0.00 %
2000-45500-43002 Water & Sewer - LIB	766.72	700.00	838.00	700.00	543.50	800.00	14.29 %
2000-45500-56000 Professional Dues - LIB	899.00	1,000.00	1,254.00	1,000.00	1,157.00	1,200.00	20.00 %
2000-45500-56001 Training and Education - LIB	1,137.20	900.00	105.00	900.00	339.45	700.00	(22.22)%
2000-45500-62000 Department Supplies - LIB	4,073.83	3,000.00	4,522.66	3,000.00	2,590.26	3,000.00	0.00 %
2000-45500-62001 Procs Supplies - LIB	2,843.95	1,500.00	2,111.65	1,500.00	1,653.20	1,500.00	0.00 %
2000-45500-62500 Postage - LIB	688.96	1,000.00	740.66	1,000.00	499.11	800.00	(20.00)%
2000-45500-63000 Equipment Maintenance - LIB	588.95	800.00	710.05	800.00	579.20	900.00	12.50 %
2000-45500-67000 Adult Books - LIB	16,384.49	11,000.00	14,172.11	11,000.00	10,144.16	10,000.00	(9.09)%
2000-45500-67001 Periodicals - LIB	1,653.03	1,400.00	1,614.31	1,400.00	1,237.16	1,400.00	0.00 %
2000-45500-67003 Childrens Books - LIB	8,310.23	5,200.00	7,680.17	5,200.00	6,250.07	6,200.00	19.23 %
2000-45500-67004 Audio - Visual Material - LIB	2,430.26	1,700.00	1,797.60	2,000.00	1,618.23	2,000.00	0.00 %
2000-45500-67005 Downloadables-Lib.	1,056.00	1,500.00	966.00	1,500.00	1,425.00	1,500.00	0.00 %
2000-45500-74001 Library Equipment - LIB	802.81	700.00	839.23	700.00	587.23	900.00	28.57 %
2000-45500-75000 Furniture	448.01	500.00	111.99	500.00	569.65	500.00	0.00 %
2000-45500-77000 Software	799.00	800.00	799.00	800.00	799.00	2,500.00	212.50 %
2000-45500-85000 Library Advertising & Fundraising - LIB	17.00	300.00	204.15	200.00	166.52	200.00	0.00 %
2000-45500-85001 Community Programs	4,018.64	3,500.00	4,293.42	4,000.00	2,793.19	4,000.00	0.00 %

Town of Pembroke

2020 Town Budget proposal

Report # 29856

Account Number / Description	3 Years Prior Actual 1/1/2017 - 12/31/2017	2 Years Prior Budget 1/1/2018 - 12/31/2018	2 Years Prior Actual 1/1/2018 - 12/31/2018	1 Year Prior Revised 1/1/2019 - 12/31/2019	1 Year Prior Actual 1/1/2019 - 12/31/2019	2020 Budget 1/1/2020 - 12/31/2020	Budget Difference 1/1/2020 - 12/31/2020	Change %
2000-45500-86000 Computer/Software Maint - LJB	3,034.41	5,000.00	3,347.46	5,000.00	3,076.36	5,000.00	0.00	0.00 %
2000-45500-87000 Business Internet -LJB	387.36	2,500.00	301.90	1,550.00	134.55	1,000.00	(550.00)	(35.48)%
TOTAL 45500 Library	\$228,498.01	\$231,572.00	\$234,299.19	\$255,426.00	\$201,610.71	\$246,697.00	\$(8,729.00)	(3.42)%
49110 Transfers to General Fund								
2000-49110-00000 Transfer to General Fund	0.00	0.00	3,966.51	0.00	0.00	0.00	0.00	--
TOTAL 49110 Transfers to General Fund	\$0.00	\$0.00	\$3,966.51	\$0.00	\$0.00	\$0.00	\$0.00	--
GRAND TOTAL	\$228,498.01	\$231,572.00	\$238,265.70	\$255,426.00	\$201,610.71	\$246,697.00	\$(8,729.00)	(3.42)%

Town of Pembroke

2020 Town Budget proposal

Statement Code: 3TownBudgt

Account Number / Description	3 Years Prior Actual 1/1/2017 - 12/31/2017	2 Years Prior Budget 1/1/2018 - 12/31/2018	2 Years Prior Actual 1/1/2018 - 12/31/2018	1 Year Prior Revised 1/1/2019 - 12/31/2019	1 Year Prior Actual 1/1/2019 - 12/31/2019	2020 Budget 1/1/2020 - 12/31/2020	Budget Difference 1/1/2020 - 12/31/2020	Change %
42101 Police Department								
1000-42101-11000 Wages - PD	732,414.89	770,353.00	757,464.30	797,420.00	674,636.23	872,290.00	74,870.00	9.39 %
Notes: 27th pay week totals for salaries and benefits are \$42,217								
1000-42101-14000 Overtime - PD	29,477.59	40,000.00	30,853.11	40,000.00	36,754.79	50,000.00	10,000.00	25.00 %
1000-42101-15000 Court Time - PD	964.61	5,000.00	2,254.70	5,000.00	1,367.10	5,000.00	0.00	0.00 %
1000-42101-21000 Health Insurance - PD	256,923.45	248,346.00	235,313.01	248,233.00	208,464.20	262,595.00	14,362.00	5.79 %
1000-42101-21100 Dental Insurance - PD	15,209.37	18,478.00	17,137.86	18,981.00	15,129.84	18,981.00	0.00	0.00 %
1000-42101-21500 Life Insurance - PD	436.20	504.00	489.00	504.00	423.00	504.00	0.00	0.00 %
1000-42101-21900 Disability Insurance - PD	9,011.14	9,505.00	10,459.33	10,591.00	9,227.99	10,591.00	0.00	0.00 %
1000-42101-22000 Social Security - PD	5,428.19	5,865.00	5,552.39	5,806.00	4,993.68	6,229.00	423.00	7.29 %
1000-42101-22500 Medicare - PD	10,603.11	10,599.00	10,830.96	10,963.00	9,978.40	12,091.00	1,128.00	10.29 %
1000-42101-23000 NH Retirement - PD	191,439.83	217,162.00	205,625.75	225,329.00	189,864.76	240,827.00	15,498.00	6.88 %
1000-42101-24000 Tuition Reimbursement - PD	0.00	1.00	0.00	1.00	0.00	1.00	0.00	0.00 %
1000-42101-29000 Uniforms - PD	8,687.44	11,500.00	7,685.29	11,500.00	6,747.55	11,500.00	0.00	0.00 %
Notes: Outfit 12 Officers in uniforms for winter/summer wear to include replacement outdated ballistic vests or replacement from wear and tear								
1000-42101-29001 Training & Education - PD	6,739.94	7,000.00	6,551.57	7,000.00	1,548.48	7,000.00	0.00	0.00 %
Notes: All outside training classes that PSTC doesn't offer to include special training re-certs in firearms, tasers, pepper spray, and self defense, ammunition and firearms								
1000-42101-29002 Police Immunizations	0.00	1.00	0.00	1.00	0.00	1.00	0.00	0.00 %
1000-42101-33000 Animal Control	300.00	1,000.00	881.83	1,000.00	500.00	1,000.00	0.00	0.00 %
Notes: Potential housing fees, Licensing software, leashes, collars etc								
1000-42101-34100 Telephone - PD	12,069.20	13,000.00	12,300.88	13,000.00	9,136.29	13,000.00	0.00	0.00 %
Notes: verizon wireless, Comcast, Lobby phone								
1000-42101-39000 Prosecutor Services	15,983.00	18,500.00	15,683.00	19,425.00	15,683.00	19,500.00	75.00	0.39 %
1000-42101-39001 Community Education	975.75	1,000.00	1,304.87	1,000.00	553.59	1,000.00	0.00	0.00 %
Notes: DARE, Law enforcement against drugs								
1000-42101-39002 Criminal Investigations - PD	0.00	4,100.00	3,499.02	5,800.00	2,108.28	5,850.00	50.00	0.86 %
Notes: Evidence equipment, camera equipment, leads on line software, Trans union software, surveillance camera								
1000-42101-39008 Breathalyzer Services	500.00	1,500.00	947.32	1,500.00	955.89	1,500.00	0.00	0.00 %

Town of Pembroke

2020 Town Budget proposal

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Notes: blood tests, breath machine, new machine intox 9000								
1000-42101-39009 Pre-Employment Testing	1,364.50	3,000.00	1,198.90	3,000.00	1,973.96	3,000.00	0.00	0.00 %
1000-42101-39010 Dispatch Services - PD	38,327.00	45,000.00	41,318.00	45,000.00	20,066.50	45,000.00	0.00	0.00 %
1000-42101-39012 Central NH Special Ops.Unit-PD	0.00	1.00	0.00	1.00	0.00	1.00	0.00	0.00 %
1000-42101-55000 Printing - PD	1,042.00	1,000.00	1,014.00	1,500.00	1,171.00	1,500.00	0.00	0.00 %
Notes: Parking tickets, warnings, parking reminders, must appear in court summons, blue house call cards, business cards, detail/leave requests								
1000-42101-56000 Due & Subscriptions - PD	739.25	1,700.00	506.00	800.00	365.00	700.00	(100.00)	(12.50)%
Notes: NH LEAP, NH COP, Concord Monitor, Concord Crime line								
1000-42101-56001 Meetings & Conferences - PD	285.00	500.00	285.00	500.00	284.00	500.00	0.00	0.00 %
1000-42101-62000 Department Supplies - PD	1,937.56	4,000.00	3,276.06	4,500.00	918.45	4,500.00	0.00	0.00 %
1000-42101-62500 Postage - PD	412.44	450.00	457.17	450.00	62.40	450.00	0.00	0.00 %
1000-42101-63500 Gas & Fuel - PD	18,257.74	30,000.00	22,687.54	30,000.00	14,077.18	30,000.00	0.00	0.00 %
1000-42101-68000 Office Supplies - PD	3,363.71	6,500.00	6,135.63	8,000.00	3,964.02	8,000.00	0.00	0.00 %
Notes: Copier, File shredding, cubicle, desks, file equipment, paper								
1000-42101-74000 Equipment Purchases - PD	6,867.15	9,200.00	6,912.99	9,200.00	4,166.94	9,200.00	0.00	0.00 %
Notes: 1 desktop computer/installation, 5Co2 meters, drone & equipment, tablet, gun replacement								
1000-42101-74001 Equip/Radio Repairs & Maint. - PD	1,733.90	2,000.00	1,827.93	2,000.00	558.24	2,000.00	0.00	0.00 %
Notes: batteries, radar certification, ear pieces, misc repairs								
1000-42101-76001 Vehicle Maint & Repair - PD	10,740.35	10,000.00	9,764.40	10,000.00	6,997.98	10,000.00	0.00	0.00 %
Notes: Tires, non warranty work, repairs, oil changes								
1000-42101-83000 Public Notices - PD	60.00	500.00	178.73	500.00	100.00	500.00	0.00	0.00 %
Notes: Job advertising, sign maintenance								
1000-42101-84000 Mileage Reimbursement - PD	101.76	250.00	103.66	250.00	0.00	250.00	0.00	0.00 %
1000-42101-86000 Computer/Software Maint - PD	13,349.08	13,000.00	11,079.29	15,064.00	10,802.33	21,800.00	6,736.00	44.72 %
Notes: tri tech software, maintenance								
TOTAL 42101 Police Department	\$1,395,745.15	\$1,510,515.00	\$1,431,579.49	\$1,553,819.00	\$1,253,581.07	\$1,676,861.00	\$123,042.00	7.92 %

Town of Pembroke

2020 Town Budget proposal

Report # 29832

Account Number / Description	3 Years Prior Actual 1/1/2017 - 12/31/2017	2 Years Prior Budget 1/1/2018 - 12/31/2018	2 Years Prior Actual 1/1/2018 - 12/31/2018	1 Year Prior Revised 1/1/2019 - 12/31/2019	1 Year Prior Actual 1/1/2019 - 12/31/2019	2020 Budget 1/1/2020 - 12/31/2020	Budget Difference 1/1/2020 - 12/31/2020	Change %
GRAND TOTAL	\$1,395,745.15	\$1,510,515.00	\$1,431,579.49	\$1,553,819.00	\$1,253,581.07	\$1,676,861.00	\$123,042.00	7.92 %