

### TOWN OF PEMBROKE

Town Hall ~ 311 Pembroke Street, Pembroke, New Hampshire 03275

Tel: 603-485-4747

### Pembroke Budget Committee December 17, 2020 6:30 PM

Due to COVID-19 social distancing orders made by the Governor and recommendations by the CDC, the Town of Pembroke, following a Declaration of Emergency by the Budget Committee Chair, is providing meeting participation via teleconference in the interest of public health and safety.

Budget Committee Thu, Dec 17, 2020 6:30 PM - 9:30 PM (EST)

Please join my meeting from your computer, tablet or smartphone. <a href="https://global.gotomeeting.com/join/600389605">https://global.gotomeeting.com/join/600389605</a>

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### **Declaration of Emergency**

### Call to order/Attendance

- 1. Approval of Minutes December 10, 2020
- 2. 2021 Water Department Presentation
- 3. 2021 Sewer Department Presentation
- 4. 2021 Public Works Presentation
- 5. School Update
- 6. Any other business
- **7.** Adjournment

Mark LePage, Chairman

### Budget Committee Meeting December 17, 2020 at 6:30 PM

### A Checklist To Ensure Meetings Are Compliant With The Right-to-Know Law During The State Of Emergency

As Chair of the Budget Committee, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

We are utilizing GoToMeeting for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 1-877-568-4106 and access code: 600-389-605, or by clicking on the following website address: <a href="https://global.gotomeeting.com/join/600389605">https://global.gotomeeting.com/join/600389605</a>.

b) Providing public notice of the necessary information for accessing the meeting:

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using **GoToMeeting** or telephonically. Instructions have also been provided on the website of the Board at: www.pembroke-nh.com.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:

If anybody has a problem, please email at: djodoin@pembroke@pembroke-nh.com.

d) Adjourning the meeting if the public is unable to access the meeting:

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that all votes that are taken during this meeting shall be done by roll call vote.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

### BUDGET COMMITTEE TOWN OF PEMBROKE, NH DECEMBER 3, 2020 at 6:30 PM

### DRAFT

Mark LePage, Chairman, called the meeting to order at 6:30 pm.

### I. Attendance:

### Budget Committee Present:

Peter Gagyi, Michael Connor, Gerry Fleury, Mark LePage, Paul Hanson, Andy Camidge, Brian Seaworth, David Doherty, Richard Bean, Karen Yeaton, Armand Soucy, Clint Hanson

Excused: Gene Gauss, Sandy Goulet

Staff: David Jodoin, Town Administrator, and Jillian McNeil, Recording Secretary

### II. Approval of Minutes: December 3, 2020:

Gerry Fleury moved to approve the minutes of December 3, 2020 as amended; Paul Hanson seconded the motion. Motion passed 11-0.

### III. 2021 Ambulance Budget

Chris Gamache, Director Tri-Town Ambulance, presented the 2021 Tri-Town Ambulance Budget. Chris explained the service is run 24/7 and is currently fully staffed. There is a Paramedic and EMS Provider on every shift. The year 2020 saw different challenges than they are used to largely due to the COVID-19 pandemic. The State of New Hampshire provided most of additional PPE that was needed so there were no additional costs to service for that. Responding to calls was a challenge because there were delays in responding time due to the extra steps needed for protection from COVID-19 and additional difficulties with accessing patients once they arrived. During the first wave, patients were often afraid to be transported to the emergency room. They were afraid of catching the virus once at the hospital. The ambulances are thoroughly cleaned at the end of every shift and they have been taking all precautions to keep patients and families safe as they respond to calls. Call volume in 2020 was as expected. It was the second busiest year since Tri-Town's inception in 2013. However, because people were afraid to be transported to the hospital, there was a revenue shortfall. They did 100 less runs for the year than projected and at \$500/run, that means a \$50,000 revenue shortfall. Turnover of fulltime staff has also been a challenge and lead to an increase in the health insurance lines. There are now four family plans that took the place of single plans or insurance buyouts. The Department supplies lines increased. Those budget lines were left unchanged for many years and they realized that line was overspent every year. The standard budgeted amount was unrealistic. In 2021, they will not be needing to make

any major purchases. There also won't be any changes to staffing of the ambulance. Typically, money from the unspecified fund balance would be used to offset what the Pembroke and Allenstown pay in but this year the money went to CIP for a new ambulance.

Gerry Fleury asked why they receive calls for an ambulance and when they arrive, the people do not want to go to the hospital. Chris answered that it is not an uncommon occurrence. Sometimes, people call 911 with a concern and when they show up, they are able to resolve the issue without a transport. Sometimes people just get scared about something and they call 911 and 911 chooses where they direct the call. The Opioid epidemic isn't currently as bad as it has been in the last few years but when they do go out on a related call, they are able to administer Narcan and wake the person up. Once that person is awake, they will likely deny a transport. The same thing sometimes happens with diabetics during an episode. Once they wake them up and are able to stabilize their blood sugars, they do not need a transport to the emergency room. During the first wave of COVID-19, people were looking at the ambulance as a support service for a piece of mind that they would be ok. They will evaluate someone to the best of their ability and sometimes that is enough to ease the mind of a patient. This was a common call in February, March, and April of this year.

Armand Soucy asked if COVID-19 has affected cost of doing business. Chris answered that it hasn't because the extras have been covered by the State. The State gave a large supply of masks, gloves, and gowns. The Town and the State both purchased hydrostatic cleaners from them. Any other supplies used were part of the normal expenses they have every year.

David Doherty asked if they had the capacity to test someone for COVID-19 when they responded to a call. Chris stated they do not have that ability because they are not licensed to test the public. That would happen at the Emergency Room.

Paul Hanson asked if they are seeing less calls due to Opioids localized to this area or are, they in line with the rest of the state. Chris answered that it is his understanding that Opioid calls are on the decline throughout the state. COVID-19 has overshadowed it but they see 2-3 cases a month between Pembroke and Allenstown and at the height of the Opioid Epidemic, they would see 10-12.

### IV. 2021 Fire Budget

Harold Paulsen, Pembroke Fire Department Chief, and Paul Gagnon, Deputy Chief Pembroke Fire Department, presented the 2021 Budget. The budget is largely flat to last year with a few changes to salaries and payroll. Deputy Gagnon explained they currently have an unfilled full-time position. Two people have filled the roll and after a year or so they move on to bigger departments. This position is M-F and other departments can offer two 24-hour shifts. Right now, they are filling the time with people who work on a per diem basis. They are advertising for the position and they have three applicants but two do not meet the qualifications they need. They do not

have the required pumping and driving abilities and they need that for that position. Chief Paulson explained that retirement is based on payroll and there was an increase in payroll this year. Health insurance is also up and they have budgeted for a family plan for the potential new person. The training budget lines remain the same, however, training has been somewhat inhibited this year. Deputy Chief Gagnon explained they were able to train through most of the summer and they averaged 25 firefighters at each training. Two weeks ago, they decided to transition back to not allowing anyone at the station unless necessary which halted training. They are allowing people to take online trainings through Primex and for each certificate they receive, they are getting an hours' worth of training time paid.

Chief Paulsen explained the telephone budget lines are up slightly and they still likely haven't budgeted enough but if they go over, they will absorb it elsewhere. Supplies are up because they are now taking care of their own building. Vehicle maintenance and repairs will see an increase. Engine One is 20 years old and needs some major pump repairs.

Armand Soucy asked if they have an agreement with any one company for gas. Chief Paulsen explained the Town has a fleet purchase plan administrated by the highway department and all town departments use it. David Jodoin explained the fleet purchase plan means they do not pay the gas tax and they fuel up wherever they can. They are billed through Wex.

Chief Paulsen briefly discussed the Emergency Management budget. It is the same as last year.

### V. School Update

Andy Camidge, Chair Pembroke School Board, explained that they have not met since last weeks Budget Committee meeting. There are more positive COVID-19 tests in the school community. The next meeting is on Monday, December 14<sup>th</sup>.

### VI. Other Business

Mark LePage explained that NHMA suggested having a meeting involving Selectman, Town Moderator, School Board, and members of the Budget Committee to make a plan for March Town Meeting. David Jodoin stated that a remote meeting or drive by voting does not seem feasible given the time of year. There is the opportunity for them to open the meeting and then continue the meeting to a different day when it is warmer or it is deemed safer. There are critical items on the warrant this year that will require some extensive explanation. Brian Seaworth explained that he would them to be clear on what they would like to make as a request for the Governor rather than them simply asking the Governor to find a solution. The Town Moderator seems to have the ability to say the meeting location is unsafe and

continue it. The language allowing this is unclear whether it needs to be an immediate threat such as a snowstorm. Armand Soucy suggested televising the meeting in the gymnasium from the auditorium. Gerry Fleury asked how the delay will impact cash flow. David answered that things are good right now and he does not feel like they would need to borrow to get through if the meeting is postponed to a later date. The Selectmen are able to institute a spending freeze to help make it through. Gerry asked if they can operate 4 or 5 months without the authorization to spend the appropriations since they Town begins spending on the new budget in January before it is officially approved. David explained that if the town budget was turned down at a later than normal meeting, it would possibly mean more painful cuts and reductions.

The Budget Committee will be meeting with the Water, Sewer, and Public Works Department on December 17. The Committee will begin reviewing the School District budget on January 7. The Public Hearing is scheduled for February 4, 2021 and will likely to be remote.

The next remote meeting will be held December 10th.

### VII. Adjourn

Gerry Fleury made a motion to adjourn at 7:27 PM. Armand Soucy seconded the motion and it was approved unanimously.

Mark LePage, Chairman

### **Pembroke Water Works**

### 2021 Budget Description

The Pembroke Water Works Board of Water Commissioners has approved the attached budget for 2021. First we would like to address the 2020 actual numbers up to October 31, 2020. We show substantial revenue over our projected budget expenditures. This can be attributed to two main factors. The first is Account # 441 shows our connections fees received in 2020. This is mainly the Pembroke Pines project which is fully paid. These funds have already been transferred to the Water Works Capital reserve account. The second factor is due to Covid-19, we had projects scheduled for 2020 that were put off due to the shutdown and roads scheduled for resurfacing that were cancelled.

### 2021 Budget new accounts:

513 Water Monitoring- This account was added to separate water sampling being taken. This is mainly due to new rules from the EPA. We have been sampling all of our production wells for Per and Polyfluoroalkly Substances (PFAS) since 2016. EPA and NHDES have recently set standards for contamination levels of these substances and require monitoring of detected levels. We have one well with levels to be monitored and we have begun an investigation into the source along with our Hydrogeologists Emery and Garrett Groundwater.

**573 Shipping/Freight/Delivery Charges**-This account had been setup to better track shipping and delivery charges.

**705 Deferred Compensation**- The Water Works has an employer sponsored retirement plan. The Board has started to match employees up to 3% effective April of 2020.

### 2021 Budget Highlights:

**250 Broadway Main Upgrade Note**- As part of the Broadway reconstruction in 2011, the Water Works took out a 10 year construction loan to replace the water mains and services of all reconstructed areas. This loan will be paid off in April of 2021 decreasing the budget amount to \$18,000.

**513 Water Monitoring**- Account setup to track water sampling expenditures previously accounted for under account # 511 Purification supplies.

**521 Main Supplies**- Funds for 2020 projects have been carried over for road projects that were cancelled by the Town of Allenstown.

**551 Meter Supplies**- Funds are budgeted to purchase meters and equipment as needed. With all locations current with radio read meters and new construction required to pay for the meter this account gets offset by meter fees account # 406.

**625 Contract Labor-** This account was under budget due to cancelled projects in 2020. These funds have been carried over to 2021 with additional funds for additional projects already scheduled.

**701 Health and Dental**-This account has been increased due to two factors. The first is an increase of 6% to the health plan. Dental plan is remaining the same. The second is the addition of one employee for 2021. All Labor accounts reflect this change as well.

705 Deferred Compensation- The addition of employer matched retirement plan.

We are finalizing our pump-station upgrades to be completed before the end of 2020. These include electrical upgrades for efficiency and automation. This brings all five wells up to current technology reducing downtime and maintenance over the next 20 years. This also reduces the cost to keep up with standards in the future.

The meter program has been completed for three years and we anticipate another two years before we need to begin replacing meters again. This technology is constantly changing to be more efficient and more accurate reducing meter reading labor and reducing unaccounted for water.

Tanks are in good shape; Brickett hill has been fully resurfaced inside and out and was cleaned last fall. The Hooksett tank is due for draining and cleaning as well as corrosion protection. This work is scheduled for 2021 and will be the first maintenance of this kind needed to this glass lined tank in the 20 years since it was constructed.

We have been in various levels of drought status since early June and although our pumping rates were very high in the beginning of the drought, a voluntary water restriction made significant changes to the water demands and kept us in our normal operating rotation for most of the drought. This was also affected by the Stay at home order issued in late March which has made changes to water demands and peak flow rates.

We have some large connections coming online in the near future including: the Brady Sullivan Mill conversion in Allenstown increasing residential units. This use was already a large demand with the manufacturing at this location. An assisted living facility also in Allenstown will be another large connection for us. The Pembroke Pines project is nearing completion and has not made a major change to capacity. We monitor pumping rates on a daily basis and keep records of weekly flows and averages. We have had an increase in usage over the past two years but low flow rates still remain lower than 30 years ago. Given this we will continue to monitor capacities with every new connection but remain under 80% capacity which is figured with our largest well offline.

We have two large construction projects in Pembroke in the near future. We are aware of the Town reconstructing Main Street. Along with this reconstruction we have two options we have discussed the first being: replacing water service, hydrants and valves along with the construction. The second would be complete replacement in the reconstructed areas. Also we have had issues with the water main on Bow Lane and we plan to replace this main ahead of any road resurfacing to be done.

Thank you for your time and review of our 2021 budget.

# Pembroke Water Works 2021 Budget

#						441 Connection		427 Interest equipment fund	420 Interest Capital fund	411 Interest Income	410 Late Fees and Penalties	409 Other Fees		_	404 Hydrant Rentals		_	401 Non Residential Sales	400 Residential Sales	113 Equipment Fund	112 Capital Reserve fund	107 Capital Improvements	105 Reserve Savings		Acct# Account Name	
		me	Revenue		 is Income	Connection Fee Income	come	ment fund	tal fund	ne	d Penalties		iting		als - Public		als - Private	tial Sales	ales	nd	ve fund	vements	ngs		ne	
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	2020	Expense	915,880.98		•	1	200.00	1	1	200.00	13,900.00	200.00	16,300.00	1,000.00	41,769.00	7,891.59	8,190.60	1	758,729.79			17,500.00	50,000.00	2020	Revenue	Budget
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	2020 as of 10/31	Expense	860,271.15			120,000.00	225.00	1,637.05	1,826.52	152.23	3,520.00	50.00	12,110.00	26,355.90	20,802.60	2,500.04	6,715.80		664,376.01					2020 as of 10/31	Revenue	Actual
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	2021	Expense	882,746.40			_	200.00	1,997.86	2,157.57	200.00	14,000.00	200.00	17,000.00	2,000.00	41,932.80	8,000.00	8,190.60		786,867.57					2021	Revenue	Budget

Δccf#	Account Name	Expense	ĕ	Expense	п	Expense	_	Expense
		2019	_	2020	2020	2020 as of 10/31		2021
250	Broadway Main Upgrade Note	\$ 71,21	1,211.32	\$ 50,600.00	\$	43,813.75	နှ	18,000.00
251	346 Pembroke St Loan Payment		9,062.77		\$	7,953.82	↔	10,700.00
253	Pembroke Hill Note	\$ 24,143.47	3.47	\$ 24,100.00	↔	20,724.98	₩	25,000.00
500	Pump Station Labor		5,967.47	\$ 5,000.00	\$	5,995.46	₩	6,060.00
501	Pump Stations Supplies		4,704.65		↔	1,418.95	↔	8,000.00
502	Gas & Propane Pump Stat		5,030.53		\$	3,061.47	₩.	5,000.00
510	Purification Labor	ເນ	35.62	\$ 35,370.00	\$	33,936.96	↔	36,680.00
511	Purification Supplies	\$ 37,460.25	30.25	\$ 36,000.00	45	46,703.74	₩	38,000.00
513	Water Monitoring						ક્ક	25,000.00
520	Main Labor	\$ 9,44	9,449.78	\$ 12,500.00	49	3,239.88	\$	12,700.00
521	Main Supplies	\$ 14,23	14,232.65	\$ 30,000.00	₩	538.39	မှာ	30,000.00
530	Hydrant Labor	\$ 8,58	8,580.04	\$ 10,000.00	49	4,281.04	÷	10,000.00
531	Hydrant Supplies	\$ 93	937.73	\$ 8,500.00	49	1,907.42	₩	8,500.00
532	Hydrant Flushing	\$ 42	420.00	\$ 1,200.00	\$	173.04	49	1,200.00
540	Service Labor	\$ 23,58	23,582.05	\$ 24,330.00	49	10,371.84	49	24,700.00
541	Service Supplies	\$ 18,00	18,096.21	\$ 7,000.00	8	4,990.80	ક્ક	8,000.00
545	Backflow Testing	\$ 6,48	6,480.29	\$ 6,000.00	↔	4,431.94	↔	6,000.00
550	Meter Labor	\$ 12	141.04	\$ 500.00	49		45	500.00
551	Meter Supplies	\$ 1,90	1,996.19	\$ 8,000.00	69	34.00	€	10,000.00
555	Reading Meters	\$ 2,12	2,125.56	\$ 2,500.00	49	1,553.80	49	2,500.00
560	Shop Labor	\$ 14,7	14,754.55	\$ 12,000.00	49	10,638.45	\$	12,520.00
561	Shop Supplies	\$ 2,7	2,737.06	\$ 3,000.00	49	789.79	49	2,000.00
562	Heating Oil Etc.	\$ 3,3	3,353.51	\$ 4,000.00	₩	1,838.45	\$	4,000.00
563	Safety Equipment	\$ 3:	325.37	\$ 1,000.00	S	1	မာ	1,000.00
570	Garage Labor	\$ 8,1	8,113.58	\$ 6,000.00	↔	6,416.87	49	6,520.00
571	Garage Supplies	\$ 9,4	9,479.29	\$ 44,000.00	\$	16,327.89	49	5,000.00
572	Fuel	\$ 8,3	397.64		49	4,348.89	€9	9,000.00
573	Shipping/Freight/Delivery Chgs						↔	1,000.00
600	Engineering	\$ 9	945.00	\$ 3,000.00	ક	481.25	49	3,000.00
601	Emergency	\$	ł	\$ 10,000.00	+		49	10,000.00
602	GIS/GPS	\$	600.00	\$ 400.00	\$	400.00	8	400.00

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┼╌┼╌┤	14.600.00			G	Interest Expense	740
╁─┤	170.00	€9	235.40	€9	Property Taxes	731
+					Other Taxes	730
	20,012.00	┼─	19,773.34	5	Payroll Taxes	720
45	36,000.00	49	28,417.66	49	Benefit Hours	710
\$					Deferred Compensation (retirement)	705
49	68,000.00	↔	63,791.27	€9	Health and Dental Insurance	701
\$	17,500.00		12,654.24	↔	Insurance	700
1	74,000.00	<del>                                     </del>	72,062.83	69	Electricity	650
↔	62,500.00	49	61,139.30	↔	Superintendent	640
₩,	1,600.00	43	1,223.90	\$	Plowing Supplies	638
€9	200.00	↔	15,45	49	Leak Detection	636
49	3,400.00	8	3,555.00	\$	Lawn care	635
49	3,400.00	€9	1,979.11	₩	Snow Removal	634
ક્ક	8,720.00	₩	7,691.24	69	On Call	633
45	1,000.00	49	434.46	₩.	Miscellaneous wages	632
					Part Time Labor	630
€9	71,760.00	49	60,271.16	69	Contract Labor	625
43	12,000.00	€5	14,734.16	49	Gravel and Hot Top/supplies	610
2020 as of 10/31	2020		2019			
Expense	Expense		Expense			Acct#
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	•	\$ 12,221.11		
Expense         Expense         Expense         E           2020         2020 as of 10/31         \$         \$         2,096.50         \$ <th>?</th> <th>70 007 77</th> <th></th> <th></th>	?	70 007 77		
Expense         Expense         Expense         E           2020         2020 as of 10/31         \$           \$ 2,500.00         \$ 2,096.50         \$           \$ 2,000.00         \$ 2,728.05         \$           \$ 2,000.00         \$ 2,728.05         \$           \$ 97.77         \$         \$           \$ 500.00         \$ 313.54         \$           \$ 906,772.00         \$ 598,796.64         \$				
Expense         Expense         Expense         Expense           2020         2020 as of 10/31         20           \$ 2,500.00         \$ 2,096.50         \$ 2           \$ 2,000.00         \$ 2,728.05         \$ 3           \$ 2,000.00         \$ 2,728.05         \$ 3           \$ 97.77         \$ 3           \$ 500.00         \$ 313.54         \$ 3           \$ -         \$ 313.54         \$ 3	↔	852,451.04	Expenses \$	
Expense         2020 as of 10/31         20           \$         2,500.00         \$         2,096.50         \$         2           \$         2,000.00         \$         2,728.05         \$         3           \$         -         \$         419.00         \$         3           \$         600.00         \$         97.77         \$           \$         500.00         \$         313.54         \$           \$         -         \$         \$         \$			The state of the s	
Expense         Expense         Expense         Expense           2020         2020 as of 10/31         20           \$ 2,500.00         \$ 2,096.50         \$ 2           \$ 2,000.00         \$ 2,728.05         \$ 3           \$ 419.00         \$ 37.77         \$ 3           \$ 500.00         \$ 313.54         \$ 3           \$ -         \$ 313.54         \$ 3				
Expense         Expense         Expense         Expense           2020         2020 as of 10/31         20           \$ 2,500.00         \$ 2,096.50         \$ 2           \$ 2,000.00         \$ 2,728.05         \$ 3           \$ 419.00         \$ 37.77         \$ 3           \$ 500.00         \$ 313.54         \$ 3		+ <del>S</del>	New Vehicle	
Expense         2020 as of 10/31         20         20         \$         2,096.50         \$         2         \$         2         \$         2         \$         \$         2         \$	\$	\$ 278.93 \$	Miscellaneous	820
Expense         Expense         Expense         Expense           2020         2020 as of 10/31         20           \$ 2,500.00         \$ 2,096.50         \$ 2           \$ 2,000.00         \$ 2,728.05         \$ 3           \$ 419.00         \$ 3	ક્ક	\$ 533.72 \$	Business Meals	819
Expense         Expense         Expense         Expense           2020         2020 as of 10/31         20           \$ 2,500.00         \$ 2,096.50         \$ 2           \$ 2,000.00         \$ 2,728.05         \$ 3		\$ 474.00 \$	Licenses	818
Expense Expens	49	\$ 1,363.04 \$	Printing	817
Expense Ex 2020 as of 10/31	49	\$ 1,903.40 \$	Dues - Memberships	815
Expense		2019		
		Expense	# Account Name	Acct#
0 \$ 10,000.00 \$ 6,328.74 \$ 10,000.00	\$	\$ 8,123.00 \$	Professional Fees	814

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PEMBROKE SEWER COMN	IISSION 11/16/2020	Budget 2020	Budget 2021
Ordinary Income/Expense	, , , , , , , , , , , , , , , , , , , ,		
Income			
050-Revenue			
051-Sewer Rent Fees	923,092.89	1,070,972.00	1,084,607.00
052-Late Penalty	10,680.00	23,000.00	23,000.00
053-Hook-Up Fees-Pembroke	116,970.75		
053P-Permit Fees-Plant	59,845.50		
054-Loan Revenue	53,200.00		
055- Prior Years Recievables		420,000.00	570,000.00
056-Jetter Rental			
058-Returned Check Fees	35.00		
059-Administation Fees	540.00	200.00	200.00
Total 050-Revenue	1,164,364.14	1,514,172.00	1,677,807.00
060-Income			
061-Interest/operating	5,301.65	5,000.00	2,000.00
062-TFI-Trust Fund Transfer In	250,000.00		
062TR-Interest Trust Funds	174.28		
065-Misc. Income	4,179.90		
067-Engineering Escrow			
070-Collection Fees/Tax Collector	940.00	1,500.00	1,200.00
Total 060-income	260,595.83	6,500.00	3,200.00
Transfer From Reserve	261,650.00		
Total Income	1,686,609.97	1,520,672.00	1,681,007.00
Expense			
051A- Abatements-Sewer Receipts	1,112.20	500.00	500.00
052A-Abatement-Late Penalty	150.00	60.00	60.00
	1,262.20	560.00	560.00
PSC Expenses			
100-Pump Station 1			
101-Electric	436.27	550.00	550.00
102-Telephone/Internet	1,411.85	1,550.00	1,550.00
104-Alarm		0.00	0.00
105-Fuel	0.00	0.00	0.00
106-Labor	0.00	0.00	0.00
110-Equipment	0.00	0.00	0.00
115-Contractors	0.00	0.00	0.00
150-Maintenance			
151-Materials	0.00	0.00	0.00
152-Repairs	0.00		
153-Supplies	0.00	0.00	0.00
154-Maintenance-other		500.00	500.00
Total 150-Maintenance	0.00	500.00	500.00
Total 100-Pump Station 1	1,848.12	2,600.00	2,600.00

453-Supplies	38.82	200.00	200.00
454-Maintenance-other	0.00	400.00	400.00
Total 450-Maintenance	1,979.63	3,600.00	3,600.00
Total 400-Pump Station 4	8,772.75	13,050.00	36,550.00
500- Pump Station 5			
501-Electric	3,274.18	4,800.00	4,800.00
502-Telephone/Internet	1,411.85	1,550.00	1,550.00
503-Water	50.00	100.00	100.00
504-Alarm	563.40	700.00	700.00
505-Fuel	835.31	1,300.00	1,300.00
506-Labor	0.00	0.00	0.00
510-Equipment	94.98	1,500.00	1,500.00
515-Contractors	679.66	800.00	800.00
550-Maintenance			
551-Materials	0.00	1,000.00	1,000.00
552-Repairs		2,000.00	2,000.00
553-Supplies	38.82	200.00	200.00
554-Maintenance-other	0.00	400,00	400.00
Total 550-Maintenance	38.82	3,600.00	3,600.00
Total 500- Pump Station 5	6,948.20	14,350.00	14,350.00
600-Collection System			
605-Wages	2,134.77	1,000.00	
6052-Wages		19,490.00	46,320.00
605B-FICA & Medic	163.37	2,360.00	3,710.00
605C-Wage other		50.00	50.00
606-BC/BS, Dental	0.00		24,395.00
607-Retirement	0.00		5,559.00
615-Contractors	31,158.00	60,000.00	50,000.00
650-Maintenance			
651-Material	0.00	5,000.00	5,000.00
652-Camera/Repairs	38,820.30	50,000.00	50,000.00
653-Supplies	644.69	600.00	600.00
654-Sewer Equip & Building		10,000.00	10,000.00
Total 650-Maintenance	39,464.99	65,600.00	65,600.00
655-Collection System Equip.		10,000.00	10,000.00
657-Jetter-Trailer Maintenance		1,000.00	1,000.00
658-odor control	0.00	100.00	100.00
659-Safety Equipment	317.60	1,000.00	1,000.00
Total 600-Collection System	73,238.73	160,600.00	207,734.00
700-Administration			
701-Bank/Lien Fees	611.00	700.00	800.00
701-A-Heartland Credit Service	3,020.96	3,500.00	4,000.00
702-Audit	2,235.00	2,250.00	2,250.00
703-Workers Comp	1,600.00	1,600.00	1,800.00

703A-Property Insurance	2,495.00	3,000.00	3,842.00	
703B-UnEmployment	61.37	62.00	62.00	
704-Stipend,Commissioners	2,925.00	3,900.00	3,900.00	
705-Wages	65,967.52	81,320.00	81,870.00	
705A-Life & Disability Ins.	793.40	1,154.00	1,154.00	
705B-FICA & Medic	5,189.58	7,045.00	7,115.00	
705C-Wages Other	5,	2,844.00	3,120.00	
<b>▼</b>	17,269.21	18,746.00	21,875.00	
706-BC/BS, Dental	•	10,100.00	10,200.00	
707-Retirement	7,368.55	·	600.00	
708-Tools	545.52	500.00		
709-C-Vehicle expense Fuel	464.92	1,000.00	1,200.00	
709-D-14 1 Ton	65.00	2,500.00	2,500.00	
720-Postage	1,725.62	2,500.00	2,500.00	
721-Office Rent	8,599.00	8,599.00	8,737.00	1.6%
722-Contractors		900.00	900.00	
724-Uniforms/safety	79.76	1,000.00	1,000.00	
725-Town Report		1.00	1.00	
726-Training/Licenses	0.00	500.00	500.00	
727-Public Notices	219.00	500.00	500.00	
Total 700-Administration	121,235.41	154,221.00	160,426.00	
710-Office	121,200.71	104,221.00	100,120100	
	2,385.51	3,660.00	3,840.00	
711-Telephone/Internet	•	1,000.00	1,000.00	
712-Supplies	1,010.17	400.00	400.00	
713-Sewer Bills	202.00			
713TC-Tax Collector	930.00	1,500.00	1,500.00	
714-Dig Safe		1.00	1.00	
715-Office Equipment				
716-Repairs/Replace	838.13	600.00	1,000.00	
717-New	1,793.01	2,500.00	3,000.00	
718-Heat Garage				
Total 710-Office	6,956.82	9,661.00	10,741.00	
730-Professional Fees	<b>v,···</b>	-,	•	
731-Engineering	8,562.59	10,000.00	10,000.00	
	6,322.68	10,000.00	10,000.00	
731-E-Engineering Escrow		10,000.00	10,000.00	
732-Legal	1,572.48	•	1.00	
733-Accountants	0.00	1.00		
734-Subscription/Dues	425.00	350.00	500.00	
735-System Software Support	2,860.00	4,000.00	4,000.00	
Total 730-Professional Fees	19,742.75	24,351.00	24,501.00	
760-Bond Payments				
760- Bond Payment	308,850.08	58,851.00	150,000.00	
Total 760-Bond Payments	308,850.08	58,851.00	150,000.00	
800-Treatment Facility				
801-Capital Expense Plant	0.00	420,000.00	420,000.00	
802-Operating Expense	556,219.96	589,000.00	610,221.00	
Total 800-Treatment Facility	556,219.96	1,009,000.00	1,030,221.00	
•	•			

803-Capital Pembroke			
804-Repair/Replace Pembroke	11,650.00		
Total 803-Capital/Repair Pembroke	11,650.00	0.00	0.00
Total PSC Expenses	1,130,673.69	1,497,694.00	1,664,633.00
Transfer to Cap/Plant Reseve Acc	176,816.25		
Total Expense	1,307,489.94	1,497,694.00	1,664,633.00
Net Ordinary Income	379,120.03	22,978.00	16,374.00
2020 Proposed Pembroke Only Budget			429,843.00
2021 Proposed Pembroke Only Budget			484,412.00
2020 Pembroke Actual			
2021 diff Pembroke only		-	54,569.00
		2020	2021
2020 VS 2021 total Budget		1,018,843.00	1,094,633.00
			75,790.00
Budget Increase (decrease)		0.00%	6.92%

2.52 %	\$2,843.00	\$115,623.00	\$99,624.41	\$112,780.00	\$106,242.82	\$124,587.00	\$122,733.36	GRAND TOTAL
2.52 %	\$2,843.00	\$115,623.00	\$99,624.41	\$112,780.00	\$106,242.82	\$124,587.00	\$122,733.36	TOTAL 41940 General Government Buildings
0.00 %	0.00	600.00	584.57	600.00	217.61	600.00	435.92	1000-41940-67002 Maint & Repair - Parks & Lots
7.14 %	500.00	7,500.00	12,638.88	7,000.00	6,769.19	6,500.00	5,502.85	1000-41940-43007 Repair & Maint - Library
1	0.00	0.00	0.00	0.00	2,384.84	3,400.00	7,739.53	1000-41940-43005 Repair & Maint - P. Eaton Bldg.
33.33 %	2,000.00	8,000.00	12,450.68	6,000.00	7,708.84	6,000.00	3,752.31	1000-41940-43004 Repair & Maint - Public Works
25.00 %	1,500.00	7,500.00	17,132.74	6,000.00	7,008.63	6,000.00	6,861.96	1000-41940-43003 Repair & Maint - Town Hall
9.38 %	1,500.00	17,500.00	21,811.22	16,000.00	17,486.93	15,000.00	17,609.22	1000-41940-43001 Repair & Maint - Safety Center
(50.00)%	(500.00)	500.00	0.00	1,000.00	347.35	1,000.00	0.00	1000-41940-43000 Repair & Maint Town Clock
ļ	0.00	0.00	0.00	0.00	2,653.16	4,500.00	3,829.43	1000-41940-41105 Heating Fuel - P. Eaton Bldg.
0.00 %	0.00	6,000.00	5,004.70	6,000.00	5,362.33	6,000.00	5,110.18	1000-41940-41104 Heating Fuel - Public Works
0.00 %	0.00	2,500.00	1,421.71	2,500.00	2,554.41	2,500.00	2,264.49	1000-41940-41103 Heating Fuel - Town Hall
(4.17)%	(500.00)	11,500.00	5,318.48	12,000.00	10,572.57	12,000.00	10,923.07	1000-41940-41101 Heating Fuel - Safety Center
	0.00	0.00	0.00	0.00	3,285.11	5,000.00	4,784.80	1000-41940-41005 Electricity - P. Eaton Bldg.
0.00 %	0.00	6,500.00	4,540.27	6,500.00	5,823.34	7,000.00	6,307.14	1000-41940-41004 Electricity - Public Works
(8.33)%	(500.00)	5,500.00	2,782.35	6,000.00	3,880.62	6,000.00	4,867.02	1000-41940-41003 Electricity - Town Hall
(4.76)%	(1,000.00)	20,000.00	13,112.03	21,000.00	18,316.93	21,000.00	21,027.84	1000-41940-41001 Electricity - Safety Center
(7.69)%	(50.00)	600.00	361.58	650.00	460.57	600.00	437.36	1000-41940-41000 Electricity - Town Clock
(0.34)%	(1.00)	289.00	33.22	290.00	153.70	290.00	286.63	1000-41940-22500 Medicare - GB
(0.48)%	(6.00)	1,234.00	141.98	1,240.00	657.17	1,238.00	1,225.63	1000-41940-22000 Social Security - GB
(0.50)%	(100.00)	19,900.00	2,290.00	20,000.00	10,599.52	19,959.00	19,767.98	1000-41940-11000 Wages - GB
								41940 General Government Buildings
	1/1/2021 - 12/31/2021	1/1/2021 - 12/31/2021	1/1/2020 - 12/31/2020	1/1/2020 - 12/31/2020	1/1/2019 - 12/31/2019	1/1/2019 - 12/31/2019	1/1/2018 - 12/31/2018	Account Number / Description
Change %	2021 BudgetBudget Difference	2021 BudgetBi	l Year Prior Actual	l Year Prior Revised	2 Years Prior Actual	2 Years Prior Budget	3 Years Prior Actual	

Town of Pembroke 2021 Town Budget proposal

Report # 32038

GRAND TOTAL	TOTAL 41951 Cemeteries	1000-41951-83000 Public Notices - CE	1000-41951-62000 Other Supplies - CE	1000-41951-44000 Burials - CE	1000-41951-43000 Marker Repairs & Cemetery Maint.	1000-41951-39000 Contracted Mowing Services	41951 Cemeteries	Account Number / Description	
\$25,150.57	\$25,150.57	0.00	5.57	1,650.00	2,330.00	21,165.00		1/1/2018 - 12/31/2018	3 Years Prior Actual
\$28,870.00	\$28,870.00	150.00	50.00	3,500.00	2,500.00	22,670.00		1/1/2019 - 12/31/2019	2 Years Prior Budget
\$27,440.70	\$27,440.70	0.00	25.40	3,300.00	1,750.00	22,365.30		1/1/2019 - 12/31/2019	2 Years Prior Actual
\$30,500.00	\$30,500.00	150.00	50.00	3,800.00	2,500.00	24,000.00		1/1/2020 - 12/31/2020	1 Year Prior Revised
\$27,946.25	\$27,946.25	0.00	0.00	3,150.00	796.25	24,000.00		1/1/2020 - 12/31/2020	l Year Prior Actual
\$30,700.00	\$30,700.00	150.00	50.00	4,000.00	2,500.00	24,000.00		1/1/2021 - 12/31/2021	2021 BudgetBu
\$200.00	\$200.00	0.00	0.00	200.00	0.00	0.00		1/1/2021 - 12/31/2021	2021 BudgetBudget Difference
0.66 %	0.66 %	0.00 %	0.00 %	5.26 %	0.00 %	0.00 %			Change %

## Statement Code: 3TownBudgt

### Town of Pembroke 2021 Town Budget proposal

1000-43111-62001 Fleet Tools & Parts - PWD	1000-43111-62000 Department Supplies - PWD	1000-43111-61000 Street Signs - PWD	1000-43111-56001 Meetings & Conferences - PWD	1000-43111-56000 Dues & Subscriptions - PWD	1000-43111-55000 Printing - PWD	1000-43111-44001 Tower Rental	1000-43111-44000 Equipment Rentals - PWD	1000-43111-39010 Pager Services - PWD	1000-43111-39004 Storm Drain Cleaning/Repair - PWD	1000-43111-39003 Tree Cutting - PWD	1000-43111-39002 Street Sweeping - PWD	1000-43111-39001 Striping Contract - PWD	1000-43111-34100 Telephone - PWD	1000-43111-31200 Contracted Services - PWD	Notes: Extra training for position upgrades/changes	1000-43111-29001 Training & Education - PWD	1000-43111-29000 Uniforms - PWD	1000-43111-23000 NH Retirement - PWD	1000-43111-22500 Medicare - PWD	1000-43111-22000 Social Security - PWD	1000-43111-21900 Disability Insurance - PWD	1000-43111-21500 Life Insurance - PWD	1000-43111-21100 Dental Insurance - PWD	1000-43111-21000 Health Insurance - PWD	1000-43111-16000 Part Time/Seasonal Wages - PWD	1000-43111-14000 Overtime Wages - PWD	1000-43111-11000 Wages - PWD	43111 Public Works Department	Account Number / Description	
6,013.73	1,216.97	1,252.27	0.00	553.05	446.00	3,794.96	883.44	161.28	20,000.00	304.58	7,500.00	12,089.46	4,002.18	1,425.00		1,086.98	4,483.45	57,484.01	7,159.37	30,612.26	7,213.21	369.00	10,990.49	159,593.57	9,224.17	38,377.37	470,797.02	***************************************	1/1/2018 - 12/31/2018	3 Years Prior
6,000.00	1,500.00	2,000.00	100.00	800.00	600.00	4,200.00	8,000.00	275.00	30,000.00	2,000.00	7,500.00	13,299.00	4,200.00	3,000.00		1,400.00	5,700.00	63,208.00	8,322.00	35,579.00	7,584.00	396.00	11,783.00	185,290.00	18,096.00	36,500.00	519,249.00		1/1/2019 - 12/31/2019	2 Years Prior
3,971.24	1,049.90	1,591.40	0.00	550.04	531.15	3,292.96	889.33	161.28	27,347.87	1,625.59	7,500.00	13,055.39	4,956.58	2,264.34		960.00	4,894.62	62,642.61	7,619.78	32,581.38	7,583.64	396.00	11,782.92	183,792.96	0.00	39,776.49	515,798.97		1/1/2019 - 12/31/2019	2 Years Prior
6,000.00	1,500.00	2,000.00	100.00	800.00	600.00	4,500.00	5,000.00	275.00	35,000.00	3,000.00	7,650.00	13,299.00	4,300.00	3,000.00		1,500.00	5,700.00	68,074.00	8,832.00	37,762.00	7,584.00	396.00	12,470.00	192,532.00	18,000.00	37,500.00	563,587.00		1/1/2020 -	l Year Prior
5,713.97	1,423.77	2,345.36	0.00	520.04	719.78	3,712.71	736.20	147.84	53,092.18	2,388.59	7,650.00	13,325.81	6,036.16	300.00		525.00	3,195.66	57,697.27	7,134.96	30,507.83	6,683.11	369.00	11,562.48	180,040.01	2,206.05	34,971.40	484,780.98		1/1/2020 -	1 Year Prior
6,500.00	1,500.00	2,500.00	100.00	800.00	600.00	4,500.00	5,000.00	275.00	35,000.00	3,000.00	7,800.00	13,308.00	4,300.00	3,000.00		2,000.00	5,700.00	70,460.00	8,277.00	35,390.00	7,584.00	396.00	13,916.00	216,014.00	12,480.00	40,000.00	518,317.00		1/1/2021 - 12/31/2021	2021 BudgetBudget Difference
500.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00	9.00	0.00	0.00		500.00	0.00	2,386.00	(555.00)	(2,372.00)	0.00	0.00	1,446.00	23,482.00	(5,520.00)	2,500.00	(45,270.00)		1/1/2021 - 12/31/2021	dget Difference
8.33 %	0.00%	25.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	1.96 %	0.07 %	0.00 %	0.00 %		33.33 %	0.00 %	3.51 %	(6.28)%	(6.28)%	0.00 %	0.00 %	11.60 %	12.20 %	(30.67)%	6.67 %	(8.03)%			Change %

			Livernoon			THE PERSONNEL PROPERTY AND PROP		***************************************
The state of the s	3 Years Prior Actual	2 Years Prior Budget	2 Years Prior Actual	l Year Prior Revised	l Year Prior Actual	2021 BudgetBr	2021 BudgetBudget Difference	Change %
Account Number / Description	1/1/2018 - 12/31/2018	1/1/2019 - 12/31/2019	1/1/2019 - 12/31/2019	1/1/2020 - 12/31/2020	1/1/2020 - 12/31/2020	1/1/2021 - 12/31/2021	1/1/2021 - 12/31/2021	
Notes: New Jack			:					
1000-43111-62500 Postage - PWD	94.31	100.00	201.96	100.00	50.10	150.00	50.00	50.00 %
-1000-43111-63500 Gas & Fuel - PWD	43,554.19	50,000.00	42,818.04	50,000.00	30,807.94	48,000.00	(2,000.00)	(4.00)%
1000-43111-68000 Office Supplies - PWD	397.45	700.00	655.41	600.00	683.10	700.00	100.00	16.67 %
1000-43111-69000 Salt & Sand - PWD	57,762.59	50,000.00	54,645.64	50,000.00	37,785.91	55,000.00	5,000.00	10.00 %
Notes: Increase cost Sand								
1000-43111-73000 Road Maintenance and Improvement - PWD	31,592.40	40,000.00	16,784.09	40,000.00	17,066.27	40,000.00	0.00	0.00 %
1000-43111-74000 Machinery & Equip Purchases - PWD	18.81	725.00	0.00	800.00	1,825.00	2,000.00	1,200.00	150.00 %
1000-43111-74001 Equip/Radio Maint & Repair - PWD	792.10	1,000.00	785.73	1,000.00	541.50	1,000.00	0.00	0.00 %
1000-43111-74002 Safety Equipment - PWD	648.42	1,500.00	1,148.18	1,500.00	562.90	1,500.00	0.00	0.00 %
1000-43111-76001 Vehicle Maint & Repair - PWD	46,008.22	55,000.00	41,447.39	48,000.00	50,157.21	50,000.00	2,000.00	4.17 %
1000-43111-83000 Public Notices - PWD	0.00	300.00	0.00	300.00	0.00	300.00	0.00	% 00.0
1000-43111-86000 Computer/Software Maint - PWD	1,951.18	2,500.00	1,516.18	2,300.00	1,468.68	3,400.00	1,100.00	47.83 %
Notes: New Computer								
TOTAL 43111 Public Works Department	\$1,039,853.49	\$1,178,406.00	\$1,096,619.06	\$1,235,561.00	\$1,058,734.77	\$1,220,767.00	\$(14,794.00)	(1.20)%
GRAND TOTAL	\$1,039,853.49	\$1,178,406.00	\$1,096,619.06	\$1,235,561.00	\$1,058,734.77	\$1,220,767.00	\$(14,794.00)	(1.20)%

Report # 32039

	3 Years Prior Actual	2 Years Prior Budget	2 Years Prior Actual	1 Year Prior Revised	l Year Prior Actual	2021 BudgetBudget Difference	get Difference	Change %
Account Number / Description	1/1/2018 - 12/31/2018	1/1/2019 - 12/31/2019	1/1/2019 - 12/31/2019	1/1/2020 - 12/31/2020	1/1/2020 - 12/31/2020	1/1/2021 - 12/31/2021	1/1/2021 - 12/31/2021	The state of the s
<b>43112 Engineering</b> 1000-43112-31000 Engineering	0.00	5,000.00	0.00	25,000.00	193.36	25,000.00	0.00	0.00 %
TOTAL 43112 Engineering	\$0.00	\$5,000.00	\$0.00	\$25,000.00	\$193.36	\$25,000.00	\$0.00	0.00 %
GRAND TOTAL	\$0.00	\$5,000.00	\$0.00	\$25,000.00	\$193.36	\$25,000.00	\$0.00	0.00 %

Report # 32040

Report # 32041

5.24 %	\$15,250.00	\$306,250.00	\$263,885.96	\$291,000.00	\$271,914.45	\$283,950.00	\$251,697.34	GRAND TOTAL
0.00 %	\$0.00	\$33,000.00	\$33,951.66	\$33,000.00	\$30,477.30	\$30,000.00	\$27,674.10	TOTAL 43249 Solid Waste Division
0.00 %	0,00	33,000.00	33,951.66	33,000.00	30,477.30	30,000.00	27,674.10	43249 Solid Waste Division 1000-43249-39000 Container Removal
2,050.00 %	\$10,250.00	\$10,750.00	\$549.62	\$500.00	\$13,496.52	\$7,950.00	\$471.62	TOTAL 43245 Solid Waste Division
50.00 %	10,000.00 250.00	10,000.00 750.00	0.00 549.62	0.00 500.00	12,897.09 599.43	7,500.00	0.00 471.62	43245 Solid Waste Division 1000-43245-39000 Hazardous Waste Removal 1000-43245-39050 Used Oil/Antifreeze Disposal
25.00 %	\$5,000.00	\$25,000.00	\$20,875.38	\$20,000.00	\$19,491.54	\$15,000.00	\$19,072.74	TOTAL 43244 Solid Waste Division
25.00 %	5,000.00	25,000.00	20,875.38	20,000.00	19,491.54	15,000.00	19,072.74	43244 Solid Waste Division 1000-43244-39000 Recycling
0.00 %	\$0.00	\$222,000.00	\$198,755.45	\$222,000.00	\$194,363.59	\$220,000.00	\$195,352.06	TOTAL 43243 Solid Waste Collection
0.00 %	0.00	222,000.00	198,755.45	222,000.00	194,363.59	220,000.00	195,352.06	43243 Solid Waste Collection 1000-43243-39000 CRSW/RCC Tipping Notes: New numbers not in yet
0.00 %	\$0.00	\$15,500.00	\$9,753.85	\$15,500.00	\$14,085.50	\$11,000.00	\$9,126.82	TOTAL 43231 Solid Waste Division
0.00 %	0.00	10,500.00	5,200.47	10,500.00	9,836.10	7,000.00	5,148.72	1000-43231-83200 Environmental Monitoring - SW
0.00 %	0.00	5,000.00	4,553.38	5,000.00	4,249.40	4,000.00	3,978.10	43231 Solid Waste Division 1000-43231-62000 Department Supplies - SW Notes: Trash carts
	1/1/2021 - 12/31/2021	1/1/2021 - 12/31/2021	1/1/2020 - 12/31/2020	1/1/2020 - 12/31/2020	1/1/2019 - 12/31/2019	1/1/2019 - 12/31/2019	1/1/2018 - 12/31/2018	Account Number / Description
Change %	2021 BudgetBudget Difference	2021 BudgetB	1 Year Prior Actual	l Year Prior Revised	2 Years Prior Actual	2 Years Prior Budget	3 Years Prior Actual	