

Fiscal Year 2020 Budget - Revenue

Revenue	FY 2019 Budgeted	FY 2019 Actual	FY 2020 Budget	Notes
Municipal Dues				
Estimated UVLSRPC Municipal Dues	\$ 121,000	\$ 112,621	\$ 124,462	1% increase
Other Revenue				
RSA Books	\$ 2,000	\$ 9,397	\$ 2,000	Revenue from RSA book sales.
Project Revenue: Tier 1				
Acworth/NL/Springfield Hazard Mitigation Plan		\$ 600		
Charlestown Circuit Rider			\$ 37,440	12 hours per week
Claremont GIS - PW	\$ 7,680	\$ 9,168	\$ 11,500	
Claremont GIS Technical Assistance	\$ 11,000	\$ 9,291	\$ 11,500	
Claremont Housing Initiative		\$ 17,526		
Claremont Technical Assistance		\$ 7,142		
Commute Smart		\$ 2,748		
Connecticut River Joint Commissions Administration	\$ 64,500	\$ 69,495	\$ 70,000	
Eastman GIS Agreement	\$ 5,400			
Enfield Circuit Rider		\$ 18,331		
EPA Brownfields	\$ 57,000	\$ 10,480	\$ 150,000	
Grantham RSMS		\$ 960		
Hanover Culverts			\$ 6,000	
Hanover RSMS		\$ 2,530	\$ 6,000	
HHW Outreach		\$ 864		
Household Hazardous Waste Collections	\$ 63,500	\$ 74,127	\$ 63,500	
Lebanon Build Out Analysis		\$ 450	\$ 10,000	
Lyme Build-out	\$ 1,340	\$ 1,290		
Lyme Culverts	\$ 10,500	\$ 7,655		
New London Circuit Rider	\$ 49,920	\$ 56,110	\$ 49,920	16 hours per week
New London Master Plan	\$ -	\$ 9,270	\$ 16,000	
Newport Circuit Rider	\$ 24,960	\$ 23,220	\$ 24,960	8 hours per week
NH DOT Transit Regional Sullivan/Grafton Plans	\$ 62,500	\$ 8,156	\$ 31,500	
NHDOT Section 5310 Purchase of Service	\$ 227,655	\$ 196,413		
NHDOT Transit SCS Short-Range Transit Operation Plan	\$ 62,500	\$ 51,204		
NHDOT Unified Planning Work Program	\$ 202,000	\$ 194,457	\$ 202,000	
Northern Border - Opera North	\$ 1,250		\$ 5,500	
Northern Border - Enfield			\$ 4,400	
Northern Border - Science Academy	\$ 1,500			
Northern Border GIS			\$ 3,000	
Northern Border Mapping	\$ 2,650	\$ 2,961	\$ 2,650	
On-call Mapping and GIS	\$ -	\$ 1,701		
Orford Circuit Rider			\$ 7,200	10 hours per month
Orford Culverts			\$ 8,500	
Orford Long Range CFP		\$ 1,441		
OSI Targeted Block Grant	\$ 11,100	\$ 10,323	\$ 11,111	Continues through 2020
Regional Housing Needs Assessment		\$ 2,882	\$ 50,000	
Springfield Circuit Rider	\$ 2,100	\$ 1,680	\$ 2,100	
Unity Hazard Mitigation Plan		\$ 3,000	\$ 7,500	
Unity Master Plan		\$ 998		
Unity NRI		\$ 510		
USDA	\$ 20,000	\$ 17,351	\$ 135,000	
Vital Communities - New Homes		\$ 5,151		
Wilmot Circuit Rider	\$ 5,760	\$ 9,265	\$ 5,760	
Total Confirmed/Pending Revenue (Dues/Other/Tier 1 Projects)	\$ 1,017,815	\$ 950,768	\$ 1,059,503	
Project Revenue: Tier 2- Proposed/Potential Projects for FY 2017				
Northern Border Regional Commission Project Admin			\$ 6,500	
Hazard Mitigation Plans: Orford, Enfield, Lempster, Charlestown			\$ 30,000	
Total Proposed/Potential Revenue (Tier 2 Projects)	\$ -	\$ -	\$ 36,500	
Total Revenue (Dues/Other/Tier 1/Tier 2 Projects)	\$ 1,017,815	\$ 950,768	\$ 1,096,003	
Project Revenue: Tier 3- Projects in Conceptual Stage				
CDBG Admin			\$ 20,000	
Total Potential Revenue (Tier 3 Projects)	\$ -	\$ -	\$ 20,000	

Fiscal Year 2020 Budget - Expenses

Expenses	FY 2019 Adopted	FY 2019 Actual Unaudited	FY 2020 Projected	Notes
Salary				
Salary	\$ 388,100	\$ 396,623	\$ 430,000	Assumes 4% increase
Benefits				
Health/Dental	\$ 67,775	\$ 56,812	\$ 71,165	Rates increased 4.9%
Retirement Match	\$ 20,875	\$ 21,554	\$ 21,500	Assumes all eligible employees match at 6%
Other Fringe Benefits and Taxes				
Payroll Tax	\$ 32,215	\$ 28,798	\$ 35,000	Approximately % of total payroll.
Life/STD/LTD	\$ 4,386	\$ 4,207	\$ 4,400	
Worker's Comp and Unemployment	\$ 1,240	\$ 1,737	\$ 1,688	
Project Consultants				
Brownfields Consulting	\$ 50,000	\$ 8,301	\$ 125,000	Continued consultant fees and potential new consultant fees
Household Hazardous Waste Hauler	\$ 53,500	\$ 69,875	\$ 53,500	Hauling expenses for HHW collections.
NHDOT Transit OPS Plan	\$ 34,000	\$ 5,962		
NHDOT 5305e		\$ 37,991	\$ 12,500	
Section 5310 Purchase of Service	\$ 215,000	\$ 189,715		
Transit Coordination	\$ 6,250			
CRJC Subcommittee		\$ 4,598		
On-call Engineer		\$ 25	\$ 15,000	
USDA	\$ 10,000	\$ 2,676	\$ 35,000	
Occupancy Expenses				
Rent	\$ 47,066	\$ 48,161	\$ 48,500	Lease renewal rates in effect, CAM expenses likely to increase
Professional Fees				
Audit	\$ 8,450	\$ 9,890	\$ 8,500	Melanson Heath
Financial Consultant	\$ 35,000	\$ 25,409	\$ 35,000	Assumes 48 hours per month at \$70/hour
IT Consultant	\$ 5,000	\$ 943	\$ 5,000	
Legal Fees	\$ 1,500	\$ 3,989	\$ 1,500	Will increase due to applying for non-profit
Misc. Professional Consultant	\$ 500		\$ 500	
Website Consultant	\$ 500	\$ 550	\$ 500	Wetherbee Creative for website services on-call rather than on retainer.
Office Expenses				
Advertising	\$ 11,000	\$ 1,139	\$ 10,000	
Annual Meeting/Special Events	\$ 4,500	\$ 3,055	\$ 4,500	
Copier	\$ 6,250	\$ 3,820	\$ 6,000	
Planning/Land Use Law Books	\$ 2,000	\$ 1,700	\$ 2,000	
Postage	\$ 4,000	\$ 1,031	\$ 3,500	
Professional Development	\$ 6,500	\$ 355	\$ 6,500	
Publications	\$ 6,500	\$ -	\$ 6,000	
Software/Data Services	\$ 16,000	\$ 24,838	\$ 15,500	
Subscriptions	\$ 1,250	\$ 472	\$ 1,250	
Supplies	\$ 10,000	\$ 11,862	\$ 11,000	
Telephone	\$ 4,650	\$ 4,462	\$ 5,000	
Travel/Rooms and Meals	\$ 12,000	\$ 7,935	\$ 11,000	
Vehicle Expenses	\$ 8,000	\$ 5,317	\$ 8,500	
Other Business Expenses				
Dues/Memberships	\$ 6,300	\$ 3,023	\$ 6,300	
Misc. Equipment Maintenance	\$ 250	\$ -	\$ 250	
Property and Liability Insurance	\$ 5,850	\$ 5,850	\$ 5,850	
Fixed Assets				
Computers/Printers	\$ 1,000		\$ 1,000	
Office Furniture	\$ 1,250		\$ 1,250	
Plotter Maintenance	\$ 350		\$ 350	
Traffic Count Supplies	\$ 2,400	\$ 4,588	\$ 2,400	
Total Expenses	\$ 1,091,407	\$ 997,263	\$ 1,012,403	