



**TOWN OF NEWMARKET, NEW HAMPSHIRE  
TOWN COUNCIL AGENDA**

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**WEDNESDAY, MAY 17, 2017 AT 7:00PM  
NEWMARKET TOWN HALL COUNCIL CHAMBERS**

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**Non-Public Meeting 6:15PM – Pursuant to RSA 91-A:3,II(d) Consideration of the acquisition, sale or lease of real or personal property.**

1. **Pledge of Allegiance**
2. **Public Forum** (*Public Forum is an opportunity for the public to address the Town Council. All comments should be addressed to the Chair of the Council. No person will be allowed to speak longer than five (5) minutes.*)
3. **Public Hearing – None**
4. **Town Council to Consider Acceptance of Minutes**
  - a. May 3, 2017 Non-Public Meeting Minutes
  - b. May 3, 2017 Regular Meeting Minutes
5. **Report of the Town Administrator –**
  - a. Water and Sewer Asset Management Plan – Environmental Services Director Sean Greig
  - b. MRI Update – Environmental Services Director Sean Greig
  - c. MRI Update - DPW Director Rick Malasky
  - d. MRI Update – Fire Chief Rick Malasky
6. **Committee Reports**
7. **Old Business**
  - a. **Resolutions/Ordinances in the 2<sup>nd</sup> Reading - None**
  - b. **Resolutions/Ordinances in the 3<sup>rd</sup> Reading – None**
  - c. \* Items Laid on the Table –
    - i. **Resolution #2015/2016-52** – *Resolution Authorizing the Designation of a portion of Rt. 152 as an Economic Recovery Zone* (This Resolution is tabled from the June 15, 2016 Council Meeting pending Planning Board action).
8. **New Business/Correspondence**
  - a. Town Council to Consider Nominations, Appointments and Elections - None

**b. Resolutions/Ordinances in the 1<sup>st</sup> Reading - None**

**c. Correspondence to the Town Council**

**d. Closing Comments by Town Councilors**

**e. Next Council Meeting – June 7, 2017**

**9. Adjournment**

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**TOWN OF NEWMARKET, NEW HAMPSHIRE  
TOWN COUNCIL REGULAR MEETING**

**May 3, 2017 7:00 PM**

**TOWN COUNCIL CHAMBERS**

PRESENT: Council Chairman Dale Pike, Council Vice Chairman Toni Weinstein, Councilor Amy Thompson, Councilor Gretchen Kast, Councilor Kyle Bowden, Councilor Amy Burns, Councilor Casey Finch

ALSO PRESENT: Town Administrator Steve Fournier, Police Chief Kyle True, Water & Wastewater Superintendent Sean Greig

**AGENDA**

Chairman Dale Pike welcomed everyone to the May 3, 2017 Newmarket Town Council Meeting and called the meeting to order at 7:25 pm, followed by the Pledge of Allegiance.

Councilor Thompson made a motion to seal the minutes of the Non-Public Session, which was seconded by Councilor Bowden.

Town Administrator Fournier polled the Council and the motion to seal the minutes of the Non-Public Session was approved by a vote of 7-0.

**PUBLIC FORUM**

Chairman Pike opened the Public Forum at 7:26 pm

As no one from the Public came forward, Chairman Pike closed the Public Forum at 7:26 pm.

**PUBLIC HEARING – Ordinance #2016/2017-02 – An Ordinance Amending Chapter 30 of the Administrative Code of the Town of Newmarket, NH: Increasing Parking Violations and Allowing Permitted Parking in Certain Lots.**

Town Administrator Fournier said one of the Council goals was to update the Administrative Code, as the current code was grossly out-of-date. He said prior to the recent creation of the Facilities Department, the last official amendments to the code were in 2000. He stated that the current code listed only 3 department heads, the Police Chief, the Fire Chief, and the Town Administrator, but that in practice there were 14 department heads. He said that he reviewed the current organizational structure and found that current ordinances did not match the operations.

Town Administrator Fournier said the major changes to the ordinance were as follows: (1) to elevate the various departments to the same level as the Department of Public Works and the Police Department; (2) separate Environmental Services from the Department of Public Works; (3) change the Planning & Zoning Office to the Department of Planning and Community Development; and (4) create the Information Technology Department. He said the new Administrative Code would be considered a living document and would periodically be amended to better reflect operations. He stated that he recommended adopting the ordinance after a Public Hearing on May 3, 2017.

As no one from the public came forward, Chairman Pike closed the Public Hearing at 7:30 pm.

#### **TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES**

##### **Acceptance of the Minutes of the Regular Meeting of April 19, 2017**

Councilor Thompson made a motion to approve the minutes of the Regular Meeting of April 19, 2017, which was seconded by Councilor Bowden.

Town Administrator Fournier polled the Council and the minutes of the Regular Meeting of April 19, 2017, were approved by a vote of 7-0.

#### **REPORT OF THE TOWN ADMINSTRATOR**

Town Administrator Fournier said he was happy to report that due to spring rains and the MacIntosh Well coming online the **Water Ban Level** was reduced from Stage 4 to Stage 2. He stated that a Stage 2 Water Ban allowed people to water their lawns every other day depending on their street address and all other water uses were permitted as well. He said the closing for the **Tucker Property** was yesterday, and any developments were 2-3 years out.

Town Administrator Fournier stated that he and the Public Works Director had been meeting with Affinity LED Lighting of Dover, NH to discuss switching the Town's current sodium street lighting throughout the Town to **LED Street Lighting**. He said the current cobra head light fixtures cost the Town an estimated \$36,000 annually for electricity, consuming about 94,000 kilowatt-hours. He said a switch to LED lighting would see a 46% reduction in costs to \$19,000, and reduce the Town's kilowatt-hours by 60%. The cost to switch out the fixtures with Affinity would be approximately \$56,776. He said they were also determining if there were any opportunities for grants through Eversource or the Community Development Finance Authority to conduct the project.



84 Town Administrator Fournier said that Dover and Portsmouth had already vetted Affinity LED Lighting and  
85 were starting their projects, and added that Somersworth and Rochester had both waived the bid process  
86 and were also using Affinity Lighting. He said he would recommend Affinity Lighting as well if they were  
87 successful in securing funds, and said they would get better prices as a group. Councilor Thompson  
88 recommended that bids be secured to assure the validity of the bid process. Councilor Kast asked about  
89 the life span of the current lighting, and said they would be saving money but the cost for LED lighting was  
90 higher. Town Administrator Fournier said that the LED lights were a whiter color, were brighter, and that  
91 the light radiated straight down rather than in all directions. He said he was also looking into replacing the  
92 Downtown lighting.

93  
94 Town Administrator Fournier said the Town Attorney had received service of the Attorney General's Office  
95 filing in Rockingham Superior Court for the **NHDOT** suit against the Town of Newmarket for payment for  
96 the cancelled Route 108 South Bike Path Project. He said he had participated in conference calls but that  
97 NHDOT wanted to take the matter to court.

98  
99 Town Administrator Fournier said he had received an email from a Newmarket resident with regard to  
100 **Spring Cleanup**. He explained that the program was stopped a few years ago due to cost and the liability  
101 of the Town in not being able to control what was being collected curbside. He said that potential  
102 hazardous materials were being disposed of with the Town liable for the costs associated. He said  
103 materials could still be brought to the Transfer Station.

104  
105 Vice-Chair Weinstein said she was under the impression that Spring Cleanup still occurred every other  
106 year with free weekend drop-off at the Transfer Station. Town Administrator Fournier said it was a  
107 budgetary decision to cut the program, and had been done once for the elderly. Councilor Thompson said  
108 that people from other towns came to Newmarket to dispose of their stuff. Councilor Kast said if it was  
109 due to budget cuts, she encouraged them to be creative and look at possible safety offsets. She felt  
110 residents of the community might be confused, and Chairman Pike said he felt the information was out  
111 there with regard to Spring Cleanup.

112  
113 **MRI POLICE DEPARTMENT UPDATE – Police Chief Kyle True**

114  
115 Police Chief Kyle True that MRI had come in to speak with Chief Cyr and things had gone well. He said he  
116 felt it was difficult for the Police Department to get the study in the middle of a budget year. He then  
117 reviewed each of the MRI recommendations for the Police Department.

118  
119 Police Chief True said the first recommendation had been to upgrade the department's security alarm  
120 which they had completed. He said another MRI recommendation was to resurface the Police Department  
121 parking lot. He said he felt this was technically under Buildings & Grounds and he would let the new  
122 Facilities Director prioritize. He said the driveway was safe and was not an immediate concern. A  
123 recommendation was also made to update their Website and he had an employee working on the issue,  
124 and said they mostly used Social Media to get word out or as a contact.

125  
126 Police Chief True said MRI had recommended the Police Department review their towing contract, but  
127 they had already entered into a 1-year contract. He said rather than follow the MRI recommendation to



128 use a citizen volunteer to apply for grants, he preferred to use his own staff. He said so far they had applied  
129 for highway safety grants for Hands-Free Driving, a DWI Grant, and a Distracted Driver Enforcement Grant  
130 which encompassed everything, and they would hear the results out in September. He said MRI  
131 recommended the Police conduct a survey to better meet the needs of the community. He said that the  
132 Town had Survey Monkey, but that if there was a problem in the department he wanted to know, and he  
133 preferred using Interns to deal with safety issues.

134  
135 Police Chief True said that another MRI recommendation had been to do a Wage & Benefit Study, and  
136 that there had been 2 wage studies done in 2017. He said that the problem was that the starting salary in  
137 the Newmarket Police Department was too low, with the average being in the \$40,000 range. He said  
138 even Newfields had a higher starting salary. Councilor Thompson said that with the new agreement  
139 coming she thought that pay levels had been addressed, and Police Chief True said they had not.

140  
141 Police Chief True said he did not have the staffing to address the MRI recommendation for Public  
142 Safety/Youth Safety careers. He addressed the MRI recommendation to direct all Police Department fees  
143 and fines to the Town Clerk, but said that he preferred to use his own program. He said some people came  
144 in the middle of the night to pay up parking fines and said pistol permits went into a cash register with  
145 one code under lock and key. He said people would be running back and forth from the Police Department  
146 to the Town Clerk's office, and he did not want to risk customer service for the community. Town  
147 Administrator Fournier said auditors had never had an issue with the Police Department.

148  
149 Police Chief True said MRI had recommended that supervisor's schedules be adjusted so a Sergeant or a  
150 supervisor was present 24/7, but said he simply did not have the staff to do that. He said he had put a  
151 Detective on touring but that now the Detective Office was getting backed up on cases. He said MRI had  
152 also recommended an AED defibrillator be provided to every officer, but that it would cost the  
153 Department \$50,000 and the costs to maintain the devices were astronomical.

154  
155 Police Chef True reviewed the MRI recommendation to find the funding for a new solar-powered Speed  
156 Board, and said they were doing it for the School and they were planning to update the specifications. He  
157 said another MRI recommendation was for a fire-suspension system, which he considered a Buildings &  
158 Grounds or Facilities Director issue. He said with regard to emergencies, the Newmarket Fire Chief had  
159 the Seacoast Command Vehicle at the Fire Department. Town Administrator Fournier said that Emergency  
160 Operations were being switched over and they were considering the purchase of a generator. He said that  
161 the Town Hall was considered as backup.

162  
163 Police Chief True said the MRI recommendation to look into Rockingham County Dispatch had been  
164 cancelled. Chairman Pike explained that Rockingham County charged all communities a fee whether or  
165 not they received services and they were planning to update the County facilities. Town Administrator  
166 Fournier said he heard from nearby communities that Newmarket Dispatch was 100 times faster but that  
167 it was cheaper for them to contract with the County.

168  
169 Police Chief True said MRI had recommended that the Police Department update their report fees, but he  
170 said that Newmarket was already in line with other communities. MRI also recommended making sure all  
171 Town costs were fully recovered, and Chief True stated that an increase in charges was warranted. He



stated that the cruiser fee would be increased from \$10 to \$12, and the administrative fee would be increased from \$14/hour to \$15/hour. He said that any officer fee was a Collective Bargaining issue. He said he had purchased 3 vehicles out of the Police Vehicles Capital Reserve account and it had been a good idea to set it up. MRI had also made a recommendation to create a Burglar Alarm Ordinance. Police Chief True said he felt it was not the job of Law Enforcement to create revenue but rather to fix problems.

Discussion: Chairman Pike said that the global opinion of the Police Chief on the value of doing the MRI process would help future councilors, and asked if there was anything he felt MRI had not addressed. Police Chief True said it was nerve-wracking to go through the process, but he felt that many of the ideas presented were fixable. He said they did need a fire suppression system and they did need to pave the driveway but he was trying to prioritize. He said eventually he would need more staff, and the MRI Study had shown that. He said that the MRI staff had been intelligent and highly qualified.

Chairman Pike said that the MRI Report was very complimentary to Newmarket and said it was nice to have that validation. Councilor Kast felt it was also important to have someone from outside. Vice-Chair Weinstein said it also gave the councilors a real in-depth look at all the departments. Councilor Thompson said that nothing punitive had been intended, and said she appreciated the willingness, professionalism, and good humor of the MRI staff. Town Administrator Fournier stated that next month the Fire Chief and the Director of Public Works would be presenting their MRI Updates.

Chairman Pike asked if there were any further questions for the Town Administrator. Councilor Thompson asked about selling Town properties and Town Administrator Fournier said they needed to determine how to go about it and were waiting on zoning changes.

Chairman Pike asked that they take Resolution #2016/2107-31 out of order and the Council agreed.

**Resolution #2016/2017-31 Authorizing the Town Administrator to Enter into an Agreement with Wright-Pierce Engineers for Construction Services and Oversight for the North Main Street Water and Sewer Project**

Vice-Chair Weinstein made a motion to approve *Resolution #2016/2017-31 Authorizing the Town Administrator to Enter into an Agreement with Wright-Pierce Engineers for Construction Services and Oversight for the North Main Street Water and Sewer Project*, which was seconded by Councilor Kast.

Water & Wastewater Superintendent Sean Greig stated that NHDOT was looking to redo drainage for Route 108 North Main Street as part of their project to install bike lanes, but that Newmarket water and sewer mains were in the way and had to be moved. He said NHDOT would install the sewer and make changes to the water mains as part of their project, and said that Wright-Pierce had completed the design for the North Main Street Water & Sewer Construction and Oversight.

Discussion: Vice-Chair Weinstein asked about the timeline and Water & Wastewater Superintendent Greig said there had been a lot of delays. Town Administrator Fournier said this was a State project and Newmarket was piggybacking with the State, and said communication with NHDOT had been better on this project. Councilor Thompson asked if the overall cost had been anticipated. Water & Wastewater

Superintendent Greig said this resolution was just authorizing the Town Administrator to hire Wright-Pierce.

Town Administrator Fournier polled the Council and *Resolution #2016/2017-31 Authorizing the Town Administrator to Enter into an Agreement with Wright-Pierce Engineers for Construction Services and Oversight for the North Main Street Water and Sewer Project* was approved by a vote of 7-0.

Chairman Pike asked if the new sewer plant was running on the new technology, and Town Administrator Fournier said it was not, as there had been some problems in the process and he was hoping for some time in June.

#### **TOWN COUNCIL GOALS**

Chairman Pike said he wanted to begin the conversation of the Town Council Goals for the next fiscal year at the end of the meeting, and said it was not clear to him about the goals set by Primex. Town Administrator Fournier said the goals from Primex included: (1) a unified CIP process, (2) increased parking in Downtown, (3) continue looking into shared services with the School, and (4) to meet with the Planning Board which had already been done. Vice-Chair Weinstein said they only had those goals for a short amount of time and she felt they still had a lot more work to do on them and they should be continued.

Chairman Pike suggested that they bring in Primex in April next year so they could consolidate the process of getting the goals. Councilor Thompson suggested that as some of the goals were in process and may be completed, they might benefit by having one more goal assigned and asked if new councilors had preferences. Councilor Finch felt it was not good to move the target now and said he could not think of anything else. Councilor Kast said she would like to see the goals be more strategic and felt a strong roadmap on goals was needed. Town Administrator Fournier said that things always came up during the year. Vice-Chair Weinstein felt that once a month they should discuss the Town Council Goals listed in the Town Administrator Report and have a conversation on where they stood.

#### **COMMITTEE REPORTS**

Chairman Pike stated that the *Macallen Dam Study Committee* had met and finalized a new RFP agreement for the Macallen Dam. He said engineers were working to modify the abutment walls to make them higher but that the State had said not to address the spillway. He said the Dam Committee was working on the stability and the new RFP had gone out.

Chairman Pike brought up the issue of the annual meeting of the Town Council with the School Board, and said he felt it was appropriate to talk with the Town Council to see if they would be comfortable with the Sub-Committee, which had been set up last year with the School, to work on setting a time for a School Board Meeting in the fall. Councilor Thompson questioned the purpose of the Sub-Committee, and said she was more comfortable with the Town Administrator and the Superintendent setting the date. Town Administrator Fournier suggested the joint meeting be held sometime in August right before the Budget to get a sense of the projects before Labor Day. Councilor Burns pointed out that August was a heavy



vacation month for people, and felt that as many Council members as possible should be present as the conversation was important.

**OLD BUSINESS**

**ORDINANCES AND RESOLUTIONS IN THE 2<sup>ND</sup> READING**

**Ordinance #2016/2017-03 An Ordinance Adopting Chapter 1 Article II of the Code of the Town of Newmarket, NH: The Administrative Code**

Councilor Thompson made a motion to approve *Ordinance #2016/2017-03 An Ordinance Adopting Chapter 1 Article II of the Code of the Town of Newmarket, NH: The Administrative Code*, which was seconded by Councilor Bowden.

Discussion: Councilor Thompson raised some questions with regard to the Department of Facilities and said she had voted to rescind. Vice-Chair Weinstein said the Administrative Code should be a living document which was reviewed periodically.

Town Administrator Fournier polled the Council and *Ordinance #2016/2017-03 An Ordinance Adopting Chapter 1 Article II of the Code of the Town of Newmarket, NH: The Administrative Code* was approved by a vote of 6-1.

**Resolution #2016/2017-32 Authorizing the Town Administrator to Join the Appeal of the MS4 Stormwater Permit by the NH Stormwater Coalition**

Councilor Burns made a motion to approve *Resolution #2016/2017-32 Authorizing the Town Administrator to Join the Appeal of the MS4 Stormwater Permit by the NH Stormwater Coalition*, which was seconded by Councilor Thompson.

Town Administrator Fournier said he had been asked by other communities to join in the appeal of the MS4 Stormwater Permit. He stated that immediately on July 1, 2018 Newmarket would be noncompliant, and said the appeal had to be submitted by July 1, 2017. He said the Stormwater Coalition of communities had secured the services of Joan Finney and Attorney Hall. He explained that the appeal was not just about litigation, and said the permit for the Town of Newmarket would not be issued by their own Department of Emergency Services but was based on the same EPA plan as MA. He said Governor Sununu had spoken to the new EPA Director. He stated that the estimated cost for Newmarket to join the MS4 Stormwater Appeal was approximately \$6,000, and he was authorizing up to \$8,000.

Discussion: Vice-Chair Weinstein asked the likelihood of the appeal going through or become bigger. Town Administrator Fournier said the EPA had changed some regulations and he wanted to be able to work with them. Vice-Chair Weinstein asked if the Town would continue working toward the MS4 regulations, and Town Administrator Fournier said absolutely. He said there was already an ongoing stormwater project, and they were working to improve drainage in the catch basins. Chairman Pike said that the permit had been sped up due to changes in Administration, and that by sharing with other

communities it made sense to be part of the Coalition. Councilor Kast asked if the Coalition would ask for additional support to work with the State, and Town Administrator Fournier said that would be included.

Town Administrator Fournier polled the Council and *Resolution #2016/2017-32 Authorizing the Town Administrator to Join the Appeal of the MS4 Stormwater Permit by the NH Stormwater Coalition* was approved by a vote of 7-0.

**ORDINANCES AND RESOLUTIONS IN THE 3<sup>RD</sup> READING – None**

**ITEMS LAID ON THE TABLE – *Resolution #2015/2016-52 Authorizing the Designation of a Portion of Route 152 as an Economic Recovery Zone.*** (This Resolution is tabled from the June 15, 2016 Council Meeting pending Planning Board action.)

**NEW BUSINESS/CORRESPONDENCE**

**TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS**

Town Administrator Fournier asked the Town Council to approve the appointment of **Gregory A. Marles** as the **Director of Facilities** for the Town of Newmarket.

Councilor Burns made a motion to approve the appointment of Gregory A. Marles as the Director of Facilities for the Town of Newmarket, which was seconded by Vice-Chair Weinstein.

Town Administrator Fournier polled the Council and the appointment of Gregory A. Marles as the Director of Facilities for the Town of Newmarket was approved by a vote of 6-1.

**Conservation Commission**

Candidate: *Marianne Hannagan – Term Expires March 2020*

Councilor Burns made a motion to approve the nomination of *Marianne Hannagan – Term Expires March 2020* as a member of the *Conservation Commission*, which was seconded by Councilor Kast.

Town Administrator Fournier polled the Council and the nomination of *Marianne Hannagan* as a member of the *Conservation Commission* was approved by a vote of 7-0

**ORDINANCES AND RESOLUTIONS IN THE 1ST READING – None**

**CORRESPONDENCE/CLOSING COMMENTS**

Vice-Chair Weinstein reminded everyone that the Roadside Litter Cleanup was scheduled for Sunday afternoon from 2:00 pm to 5:00 pm. She said they would be meeting at the Elementary School at 1:45 pm and would be working in groups, though people could join them at any point along the route. She said bags and latex gloves would be provided and said they were working with the Department of Public Works for safety. She said the Department of Public Works would also be picking up the bags for them. Town

Town Council Regular Meeting  
May 3, 2017

347 Administrator Fournier said that if any bio-hazard materials were found they would need to call the Police  
348 Department for pick-up.

349  
350 The Council moved back into Non-Public Session at approximately 9:20 pm.

351  
352 The Council resumed the regular meeting at approximately 9:50 pm.

353  
354 Councilor Burns made a motion to seal the minutes of the Non-Public Session, which was seconded by  
355 Councilor Kast.

356  
357 Town Administrator Fournier polled the Council and the motion to seal the minutes of the Non-Public  
358 Session was approved by a vote of 7-0.

359  
360 **NEXT MEETING:** May 17, 2017

361  
362 **ADJOURNMENT**

363  
364 Chairman Pike adjourned the meeting at 9:54 pm.

365  
366 Respectfully submitted,

367 Patricia Denmark, Recording Secretary





TOWN OF NEWMARKET, NEW HAMPSHIRE  
OFFICE of the TOWN ADMINISTRATOR

**REPORT OF THE TOWN ADMINISTRATOR**  
**May 17, 2017**

**FY17 Budget:** I have reviewed our expenditures and revenues for the current fiscal year, and we have no issues at this time. With 83% of the year completed, we have expended 80% of our operating budget, which is exactly where we were last year. In addition, we have expended 80% of the General Fund and at this point in time last year, we had expended 81%. The only significant area of concern is Public Works, which is 89% expended. This is due mainly to overtime because of the snow we received in March.

Our revenues are slightly below where we were now last year. Last year, we had collected 100% of our anticipated revenues, at \$23.4 million. We anticipated \$23.3 million. This year, we estimated \$24.2 million and have collected \$23.8 million at this point in time. Currently, ambulance receipts are about \$50,000 below where we were at this period last year.

**Downtown Project:** We met with the contractor and our project engineer on May 4 to review the project and walk the site. We found a number of items that need to be addressed and it is Target Construction's intent to do so quickly. The NHDOT is now delaying the project to make sure that previous contractors are all paid. From our understanding, they have been.

**Water Asset Management Plan:** Earlier this year the Town accepted a grant to develop an asset management plan for the Water System. Attached to this report is a draft of that plan and Director of Environmental Services Sean Greig and Underwood Engineers will be at the meeting to make a brief presentation and answer questions.

**ONGOING PROJECTS**

**\*\*\*This section will not be reported on orally to the Town Council at the meeting, but will use this as a chance to update on any developments in ongoing projects. \*\*\***

**MRI Efficiency Study:** We continue to work on these goals. The Town Council has seen the spreadsheet with all of that information as part of the Department Heads Report.

Fire Chief and Director of Public Works Rick Malasky and Director of Environmental Services Sean Greig will discuss updates to their section.



**Street Lighting - LED:** Awaiting Eversource to review potential savings and grant amounts.

**NHDOT v Town of Newmarket:** No new developments.

**Road Paving for FY18:** An RFP has been issued and we should have the bids in shortly.

**Tucker Property:** We have the closing on the Tucker Property on May 2.

**Town Council Goals:**

*Goal #1 - Unified Town-wide CIP*

- Draft CIP process plan document is finished. We are waiting for the Facilities Director to come on board to comment on the plan.

*Goal #2 - Increased parking in downtown by exploring public and/or private solutions*

- On going.

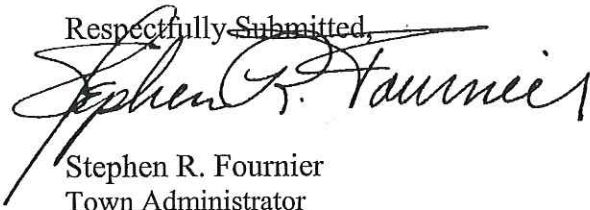
*Goal #3 - Continue relations with School Board and SAU staff to find further efficiencies and solidify current agreement with shared finance and facilities*

- The Facilities Director will begin June 3.
- The Superintendent and I will begin looking at sharing IT service late this summer or early fall.

*Goal #4 - Meet with Planning Board to work together to align goals for 2017 based off summaries of consultants and Strafford Regional Planning Commission reports*

- The Town Council met with the Planning Board.

Respectfully Submitted,



Stephen R. Fournier  
Town Administrator

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- E. Asset Management Brochure



## Executive Summary

Asset Management (AM) is an approach to maintaining aging infrastructure through informed decision making. AM Plans have many benefits and are crucial to utilities for maintaining their aging infrastructure in the most efficient and cost-effective way possible. The goal of this Water System AM Plan is to allow the Town of Newmarket (Town) to make more informed decisions for sustainable operation. The framework of this AM plan are the five core steps of Asset Management (EPA, 2008).

- **Asset Inventory** - What does the system own and what is its condition?
- **Level of Service** - What level is needed and how does the system actually perform?
- **Critical Assets** - What are the most important risks to manage?
- **Life Cycle Costing** - What will it cost and when?
- **Long-Term Funding Strategy** - How does the system pay the costs?

### Asset Inventory

An asset inventory and assessment is the necessary first step of AM. The inventory collects and organizes data in a useful way to make better management decisions. The initial asset inventory for Newmarket (Appendix B-C) was developed using a top-down approach, starting with the major facilities.

The water system distribution maps (Appendix A) were updated based on information provided by the Town and information developed by Underwood Engineers (UE) as part of a water model update performed concurrently with this asset management report.

### Level of Service

A Level of Service (LOS) Statement defines the way in which the utility managers and operators want the system to perform over the long term (NMEFC, 2006). The LOS must include standards for regulatory compliance and may include additional components such as quality, quantity, and reliability. The LOS was developed through a series of discussions and meetings with Newmarket staff. A summary is provided in Table ES-1.

**Table ES-1. Level of Service Statement**

Area of Service	Service Performance	Target Performance Level
Quality	Maintain clean and safe drinking water in compliance with State and Federal Regulations	100% of time
	Maintain aesthetically high quality water within Secondary Standards as much as possible.	When feasible
Availability	<p>Make water available to as many residents in Newmarket as economically feasible</p> <p>Fire flows will be maintained in accordance with ISO requirements except in extreme instances where cost is prohibitive.</p>	Where feasible
Supply Capacity /Conservation	<p>Minimize complete watering bans</p> <p>Meet 10 State Standards as referenced by State Regulations</p> <ul style="list-style-type: none"> <li>• Meet average day demands with largest well out of service</li> <li>• Meet maximum day demands with all wells in service</li> </ul>	Except for extreme shortages
Water Pressure	<p>The standard variation between high and low levels is 8 feet and not to exceed 10 feet in storage tank providing pressure to the distribution system.</p> <p>The minimum working pressure in the distribution system should be 35 psi and the normal working pressure preferably 60 to 80 psi</p> <p>Max pressure 130 psi</p> <p>Min pressure 20 psi under all conditions.</p>	95% of time
Reliability	<p>Notification of 48 hours prior to planned shutdowns</p> <p>Respond to supply or quality issues affecting a significant level of customers within 1 hour</p> <p>Repair unplanned shutdowns and breaks within 12 hours where feasible</p>	95% of time



### Critical Assets

The purpose of defining critical assets is to determine where limited resources should be allocated to meet the required LOS. The Town recognizes that its critical infrastructure includes wells, blending facility, storage tank, and booster pump station. The assets among these with the highest criticality or risk should be prioritized for improvements. Risk was determined by evaluating probability of failure and consequence of failure. Critical assets are listed in Table ES-2.

**Table ES-2. Critical Assets**

Asset	Project	Priority	Year Action Required
<b>Water Mains</b>	Approximately 27,000 lf is undersized or has exceeded estimated useful life.	1	2017-2036
<b>Bennett Well</b>	Chemical feed system approaching the end of its useful life.	2	2020-2022
<b>Sewall Well</b>	Water meter and chemical feed system approaching the end of their useful lives.	3	2020-2025
<b>Great Hill Tank</b>	Tank rehabilitated/recoated in 1997. Generator is approaching the end of its useful life.	4	2020-2025
<b>Folsom Road Booster Pump Station</b>	Facility completely refurbished in 2009. No upgrades required in the next ten years.	5	N/A
<b>MacIntosh Well</b>	New facility installed in 2017. No upgrades required in the next ten years.	6	N/A
<b>Blending Facility</b>	New facility installed in 2017. No upgrades required in the next ten years.	7	N/A

### Life Cycle Costing

Newmarket has recently made some major improvements to its drinking water supply system. The MacIntosh Well and Blending Facility were completed this year – February, 2017. However, water storage, supply and distribution assets still need particular attention. Table ES-3 shows the replacement cost of existing assets that are recommended for replacement within the next ten years.

**Table ES-3. Newmarket 10 – Year CIP Costs**

Year	Wells-Supply	Storage-Pumping	Water Mains	Total
2017	\$0	\$50,000	\$0	\$50,000
2018	\$0	\$0	\$0	\$0
2019	\$0	\$0	\$1,295,951	\$1,295,951
2020	\$16,000	\$0	\$0	\$16,000
2021	\$0	\$0	\$665,607	\$665,607
2022	\$12,000	\$0	\$0	\$12,000
2023	\$0	\$0	\$1,019,965	\$1,019,965
2024	\$0	\$0	\$0	\$0
2025	\$33,000	\$0	\$0	\$33,000
2026	\$0	\$0	\$919,262	\$919,262
<b>TOTAL</b>	<b>\$61,000</b>	<b>\$50,000</b>	<b>\$3,900,785</b>	<b>\$4,011,785</b>

Roughly 17% (27,000 lf) of all the water mains in Newmarket's system were originally installed during the 1890's and are over 100 years old. These are most likely cast iron pipes with an estimated useful life of 115 years. Nearly \$4.0 million of the \$8 million worth of water main that is due for replacement has been identified as an urgent priority – not only based on age but capacity, break history and other factors.

The life cycle costing step evaluates long term capital needs for major refurbishment and replacement of assets. Life cycle costing is a defensible tool to help support necessary funding levels for sustainability of the system. Total water system replacement costs over the next 100 years are summarized in Table ES-4.

**Table ES-4. Water System Replacement Costs Over the Next 100 Years**

Year	Wells-Supply	Storage-Pumping	Water Mains	Total
2017-2026	\$61,000	\$50,000	\$3,900,785	\$4,011,785
2027-2036	\$155,000	\$3,000	\$6,309,293	\$6,467,293
2037-2046	\$160,000	\$30,000	\$0	\$190,000
2047-2056	\$158,000	\$113,000	\$0	\$271,000
2057-2066	\$183,000	\$206,000	\$1,045,681	\$1,434,681
2067-2076	\$160,000	\$0	\$2,040,291	\$2,200,291
2077-2086	\$161,000	\$53,000	\$7,159,353	\$7,373,353
2087-2096	\$158,000	\$113,000	\$13,964,975	\$14,235,975
2097-2106	\$364,000	\$3,000	\$754,946	\$1,121,946
2107-2116	\$3,000	\$3,000	\$5,934,278	\$5,940,278
<b>TOTAL</b>	<b>\$1,563,000</b>	<b>\$574,000</b>	<b>\$41,109,602</b>	<b>\$43,246,602</b>



## **Long Term Funding**

Ideally, replacement costs will be spread out as evenly as possible, meaning that the town will require an estimated \$432,000 per year over the next 100 years unless grants become available or less critical replacements are judiciously deferred beyond their estimated useful lives.

Approximately, \$8 million worth of pipe has exceeded its estimated useful life. However, it is recognized that such an expenditure, if spread out over the next ten years, would cost \$800,000 per year, which would undoubtedly have a significant financial impact. Therefore, the highest priority mains were identified for replacement in the next ten years (2017-2026). It is recommended that lower priority mains be replaced in the ten years following that (2027-2036).

Looking further ahead, about half (\$21.6 million) of the Town's assets by replacement value will be due for refurbishment during a twenty-year time period from 2077 to 2096.

## **Implementation and Communication**

An AM Plan is a working, living document, constantly being updated. Both the staff and customers provide important information that can help to keep AM effective. A communication plan lays out how to get this information, and make sure that both staff and customers understand the importance of AM. A suggested communication plan is shown below (Table ES-5):

**Table ES-5. Communication Plan**

Audience	Outreach Strategies
Internal - Staff	<ul style="list-style-type: none"> <li>• Develop the Town's existing resources and tracking sheets (samples attached in Appendix D).</li> <li>• Conduct team meetings on strategic goals, record keeping, and importance of asset management.</li> <li>• Develop staff capability in using a GIS system for tracking repairs and upgrades.</li> <li>• Provide regular updates to elected officials.</li> </ul>
External - Customers	<ul style="list-style-type: none"> <li>• Add Asset Management Information to Town website.</li> <li>• Create hotline for calls for construction project suggestions and complaints, and have a response program for addressing both.</li> <li>• Notify customers of system updates (projects, issues, construction location/time) through the following medias                             <ul style="list-style-type: none"> <li>○ System water bills</li> <li>○ Brochures (See Appendix E for AM brochure).</li> <li>○ Local newspapers</li> </ul> </li> <li>• Conduct public survey to receive customer's comments about the water system</li> </ul>

## **Recommendations**

### **Implementation of AM Plan:**

- Continue to collect and update asset data and condition assessment and add to Asset Inventory GIS shapefiles. Update at least once per year.
  - Record service and failure history for assets to refine the estimated useful life. These records can be used to update asset data. The Town's existing Access database table for tracking hydrant inspections and exercising valves can be found in Appendix D. The existing information has been imported into a shapefile.
  - Also included in Appendix D is a suggested tracking sheet for pipe breaks, which can also be mapped in ArcMap.
  - It is recommended to have one person in charge of updating the Asset Inventory files and keeping track of asset failures.
- Update distribution map when new pipes are installed.
- Monitor performance data, complaints, line breaks, etc. to ensure LOS is being met, and refine LOS Statement as needed.
- Update critical assets as renewals are made and information is collected.
  - As assets are replaced and refurbished, update the "probability of failure" ranking to identify which assets are most critical.
- Update life cycle costs and budgeting as needed. A financial planning and replacement scheduling spreadsheet has been provided as a starting point. (Appendix C)
- Distribute AM brochure (Appendix E) to customers.
- Submit plan to DES for Asset Management Grant Reimbursement.

### **CIP – Near Term Projects:**

- The most critical and cost-intensive need are water main replacements. Over 27,000 feet of water mains have already exceeded their estimated useful lives (or are undersized) at an anticipated replacement cost of \$8 million. However, it may not be financially feasible to replace all of those in the immediate future. It is recommended that the \$4.0 million identified as "urgent" should be replaced within the next ten years.
- Chemical feed systems at Sewall Well and Bennett Well are nearing the end of their useful lives .
- Emergency generator at Great Hill tank is nearing the end of its useful life.

### **Long Term Funding:**

- An estimated \$432,000 per year will be needed to address upcoming replacement needs over the next 100 years.
- Over \$21.7 million worth of assets will be due for refurbishment or replacement during the twenty-year time period from 2077-2096. That is about half the estimated replacement value of the Town's water system.

- It may be financially necessary to defer less critical pipe replacements beyond their useful lives.

Communication:

- Establish a Communication Program for customers, demonstrating the value of service and justifying the funding to sustain assets.
  - Distribute AM brochure to customers. (Appendix E)
- Educate and inform all staff on the AM principles and process.

DRAFT



## 1. Introduction

Safe and reliable drinking water is critical to public health, economic prosperity, and quality of life in our communities. Significant investments have been made to build and expand water infrastructure, but these systems are aging. Many of these investments are not being sustained with long-term capital planning for replacement. There is growing recognition that utilities will be faced with excessive costs to maintain an adequate level of service.

Asset Management (AM) is an approach to mitigating the infrastructure challenge and making informed decisions. Asset Management programs are increasingly being developed by utilities to cost effectively maintain their aging infrastructure.

### 1.1. What is Asset Management?

Asset Management is a way of doing business intended to ensure the long-term sustainability of the water system. The goal of AM is to maintain a desired level of service at a feasible and practical life cycle cost (EPA, 2008).

Successful Asset Management planning brings together the key elements to managing a water system sustainably:

- Stakeholders - from staff to customers
- Budgeting and Funding
- Sustainable Practices
- Information and Data Control

*AM is a way of doing business to provide the required level of service in the most cost effective way.*

### 1.2. Benefits

Benefits that Newmarket intends to achieve by implementing an AM Plan include:

- Improving system knowledge and data.
- Meeting service expectations and regulatory requirements.
- More efficient allocation of capital funds to critical assets.
- Prolonging asset life and aiding in rehabilitation/repair/replacement decisions through efficient and focused maintenance and replacements.
- Establishing defensible budgets for sustainability.



### 1.3. Core Components

The framework of this AM plan is the five core steps of Asset Management (EPA, 2008).

- **Asset Inventory** - What does the system own and what is its condition?
- **Level of Service** - What level is needed and how does the system actually perform?
- **Critical Assets** - What are the most important risks to manage?
- **Life Cycle Costing** - What will it cost and when?
- **Long-Term Funding Strategy** - How does the system pay the costs?

The development of the plan is followed by Implementation, an ongoing process of action, evaluation, and revision (Figure 1).



Figure 1. Flow Chart for the Core Steps of Asset Management

### ***1.4. Goals***

This Asset Management Plan is intended to establish an initial AM Program for Newmarket to make more informed decisions for sustainable operation. Goals for the AM Plan as outlined in the scope of work include:

- Update the inventory of major water system assets.
- Identify criteria for the level of service to be maintained.
- Identify critical assets and priority projects for replacement/rehabilitation.
- Evaluate life cycle costs for major assets.
- Identify long term planning and funding strategies for improvements, in phases, that are in line with the fiscal capacity of the Town.
- Identify a communication plan to inform customers of the asset management plan
- Identify a training plan for Town staff.

#### ***Keys to Successful AM***

*Keep it simple  
Form a living document  
Bring everyone on board*

### ***1.5. Related Asset Management Work***

This Asset Management plan complements and builds on other previously completed or ongoing work including:

- Data sheets for major system assets compiled by Town staff.
- Spreadsheets for major system components compiled by Town staff.
- Existing maintenance database used by Town staff.
- Existing ESRI shapefiles used and updated by Town staff.
- “Water System Update and Capital Improvement Plan” completed by AECOM, October 2010.
- UE model update, May 2017.

## 2. Asset Inventory

The Asset Inventory and Assessment is the necessary first step of AM. The inventory collects and organizes data in a useful way to make better management decisions. Information includes:

- List of assets
- Location
- Condition
- Age
- Remaining useful life
- Service history
- Replacement cost
- Noteworthy issues

Underwood Engineers used the following sources of information to develop an inventory of Newmarket's assets:

- Data and record drawings provided by Newmarket including water main size, length and location
- Service history information from Newmarket
- Discussions with Newmarket Staff
- "Water System Update and Capital Improvement Plan" by AECOM, October 2010.
- Site visits

### *2.1. Utility Overview*

The Newmarket area is served by a municipal water system owned and operated by the Town of Newmarket. The system derives water from three production wells. Two of the wells are located about 2,250 feet apart in the Newmarket Plains Aquifer. This aquifer is a contiguous body of sand and gravel that is hydraulically separate from nearby surface water bodies, including the Lamprey and Piscassic Rivers. The two gravel packed wells that provide potable water to Newmarket are identified as the Bennett Well and the Sewall Well with nominal capacities of 220 gpm and 260 gpm respectively. The third and newest well is called the MacIntosh Well. This well is a bedrock well permitted for 300 gpm.

The Town has also been served in the past by the Packers Falls Water Treatment Plant (WTP) that withdrew water from the Follets Brook and Piscassic River close to its confluence with the Lamprey River. The plant has a capacity of 1 million gallons per day and was upgraded in the early 1990s; however, due to the poor and variable quality of the raw water, a decision was made in 2004 to take the plant offline due to operational difficulties and an inability to consistently comply with disinfection byproduct limits. This plant has been decommissioned and will be sold in the near future.

A new blending facility has recently been constructed near Durrell Drive, which blends water from all three supply wells.



In 1978, a 46.5-foot diameter by 60-foot tall (0.75 MG) welded steel tank was constructed on Great Hill and a 10-inch water main was run from the tank to Great Hill Drive. The water main that runs from the tank to the Route 108 water line which extends into the center of Town was replaced in 2015. The tank was recoated and refurbished in 1997.

## 2.2. Supply and Treatment

Existing supply and treatment information for each well is summarized in Table 1 based on data collected from Town staff, site visits and available reports.

**Table 1. Supply Wells Summary**

Asset	Notes	Capacity (gpm)
Bennett Well	<ul style="list-style-type: none"><li>• Gravel pack well – 48 ft depth</li><li>• Constructed 1974</li><li>• Seven-stage vertical turbine pump</li><li>• CaOCl chemical feed for disinfection</li></ul>	220
Sewall Well	<ul style="list-style-type: none"><li>• Gravel pack well – 81 ft depth</li><li>• Constructed 1985</li><li>• Eight-stage vertical turbine pump</li><li>• CaOCl chemical feed for disinfection</li></ul>	260
MacIntosh Well	<ul style="list-style-type: none"><li>• Bedrock well – 340 ft depth</li><li>• Constructed 2017</li><li>• Multi-stage vertical turbine pump</li><li>• CaOCl chemical feed for disinfection</li><li>• Polyphosphate chemical feed for iron/manganese control</li></ul>	300
<b>Total Capacity</b>		<b>780</b>

### 2.3. Distribution System

Newmarket owns and operates approximately 132,600 LF (25 miles) of water main of various materials, age, and sizes. The Town recognizes that large portions of its distribution piping has exceeded the end of its estimated useful life or will soon do so. Approximately 23,000 feet of water main still in use today was installed in the late 1800's.

UE has updated and consolidated the Town's distribution system data into a GIS-based map which includes up to date information on pipe location, lengths, size, and type. Paper versions of the updated Water Distribution Maps can be found in Appendix A, and associated attribute tables can be found in Appendix B. The electronic versions will be provided to the Town staff for their use.

Tables 4 through 6 below summarize the distribution system data by material, size, and age. Although material and age often correlate poorly with failure, this information may help to locate older more critical pipes in the future as pipe break data is documented.

**Table 4. Water Main Length by Material**

WATER MAIN LENGTH BY MATERIAL		
Material	Length (lf)	Percent (%)
Asbestos Cement	1,308	0.99%
Cast iron	31,463	23.73%
Ductile Iron	97,221	73.33%
HDPE	2,584	1.95%
<b>Grand Total</b>	<b>132,577</b>	<b>100.00%</b>

**Table 5. Water Main Length by Size**

WATER MAIN LENGTH BY DIAMETER		
Diameter	Length (lf)	Percent (%)
4	2,973	2.24%
6	37,532	28.31%
8	60,091	45.33%
10	21,690	16.36%
12	4,238	3.20%
16	6,053	4.57%
<b>Grand Total</b>	<b>132,577</b>	<b>100.00%</b>



**Table 6. Water Main Length by Age**

WATER MAIN LENGTH BY AGE		
Decade Installed	Length (lf)	Percent (%)
1890-1899	22,786	17.19%
1940-1949	2,451	1.85%
1950-1959	4,683	3.53%
1960-1969	9,016	6.80%
1970-1979	24,149	18.22%
1980-1989	33,172	25.02%
1990-1999	8,164	6.16%
2000-2009	13,961	10.53%
2010-2019	14,194	10.71%
<b>Grand Total</b>	<b>132,577</b>	<b>100.00%</b>

#### **2.4. Other Assets**

This plan focuses on major process related assets (supply, treatment, storage, distribution). Other assets that support the Newmarket system are assumed to be managed under Newmarket's current maintenance programs and the annual operating budget. These assets include:

- Administration and maintenance buildings
- Vehicles
- SCADA/telemetry systems (other than what has been noted)
- Equipment and tools
- Spare parts and materials

#### **2.5. AM Inventory Maps and Worksheets**

The assets initially managed under this plan are summarized in distribution system maps and associated attribute tables (Appendix A-B); and in the Financial Planning and Replacement spreadsheet (Appendix C). Data collection and revision should continue as part of Newmarket's operating routine, and the Town should continue to build GIS data collection and management capabilities among utility staff.

##### **2.5.1. Organization**

The initial asset inventory for Newmarket was developed using a top-down approach, starting with the major facilities. These were segregated into processes or equipment items where appropriate to account for differences in properties such as service life:

- Facilities
  - Wells/Supply: wells, structures, pumps/controls, treatment systems
  - Storage/Pumping: tanks and pumping stations
- Distribution System: water mains, hydrants and valves

The inventory can be expanded in the future with other asset categories and/or further breakdown. Assets need only be included if they are cost effective to actively manage.

### 2.5.2. Condition

As an asset's condition deteriorates it is more likely to fail. Condition scores were assigned based on site visits by UE in 2017 and discussions with operators (Table 7).

**Table 7. Condition Scoring of Assets**

Rating	Description
1 - Excellent	Like new, in full working order
2 - Good	Fully functional, minor maintenance needed only
3 - Fair	Functional, needs some refurbishment
4 - Poor	Not fully functional, near end of life, needs repair or replacement
5 - Very Poor	Non-functional, beyond end of life, needs repair or replacement

### 2.5.3. Remaining Useful Life

Remaining useful life for each asset was initially determined by subtracting the Number of Years in Service from the typical range of life assuming routine maintenance (Table 8). Then an Adjusted Useful Life was entered based on the operating history, past refurbishment, current condition, etc. The estimated lifetimes should be refined as Newmarket builds experience and collects data.

**Table 8. Estimated Useful Lives of Assets**

Asset	Years
Wells	40 - 60
Treatment Equipment	15 - 20
Storage Tanks	60 - 100
Pumps	10 - 20
Buildings	40 - 60
Distribution Mains	75 - 115
Meters	10 - 15
Service Lines	30 - 50
Hydrants	40 - 60

References: AWWA Buried No Longer, Manufacturer's specs



### 3. Level of Service

#### 3.1. Introduction

The Level of Service (LOS) Statement defines the way in which the utility managers and operators want the system to perform over the long term (NMEFC, 2006). The LOS must include standards for regulatory compliance and may include additional components such as quality, quantity, and reliability. Specific service items should provide criteria for measuring performance. Standards included in the LOS should also be relevant, achievable, and in line with customers' expectations. These standards can grow as Asset Management continues to be implemented.

Important functions of the Level of Service include:

- Determining critical assets
- Assessing utility performance
- Linking costs and services
- Communicating the system's operation to customers

#### 3.2. Level of Service Statement

To build the initial LOS Statement, key areas of service are suggested in Table 9. This is a product of discussions with Newmarket staff and a meeting on April 3, 2017.

The Town has recently taken steps to improve quality and availability of water with the installation of the MacIntosh Well and the Blending Facility. Extensive improvements to the water distribution system are also being considered in order to improve system capacity where needed. These improvements will have the added benefit of replacing approximately 11,000 feet of pipe that has exceeded or will soon exceed its estimated useful life. This should improve system reliability in the long term.

**Table 9. Level of Service Statement**

Area of Service	Service Performance	Target Performance Level
Quality	Maintain clean and safe drinking water in compliance with State and Federal Regulations	100% of time
	Maintain aesthetically high quality water within Secondary Standards as much as possible.	When feasible
Availability	<p>Make water available to as many residents in Newmarket as economically feasible</p> <p>Fire flows will be maintained in accordance with ISO requirements except in extreme instances where cost is prohibitive.</p>	Where feasible
Supply Capacity /Conservation	<p>Minimize complete watering bans</p> <p>Meet 10 State Standards as referenced by State Regulations</p> <ul style="list-style-type: none"> <li>• Meet average day demands with largest well out of service</li> <li>• Meet maximum day demands with all wells in service</li> </ul>	Except for extreme shortages
Water Pressure	<p>The standard variation between high and low levels is 8 feet and not to exceed 10 feet in storage tank providing pressure to the distribution system.</p> <p>The minimum working pressure in the distribution system should be 35 psi and the normal working pressure preferably 60 to 80 psi</p> <p>Max pressure 130 psi</p> <p>Min pressure 20 psi during fire flows</p>	95% of time
Reliability	<p>Notification of 48 hours prior to planned shutdowns</p> <p>Respond to supply or quality issues affecting a significant level of customers within 1 hour</p> <p>Repair unplanned shutdowns and breaks within 12 hours where feasible</p>	95% of time



### 3.3. Level of Service Performance

Newmarket has struggled with watering bans in the recent past. There have been minimal service interruptions due to water main breaks. Current general performance is summarized in Table 10. Collecting and tracking additional data for performance metrics over time will help to verify the actual Level of Service the Town is providing.

**Table 10. Level of Service Performance**

Area of Performance	Performance Achieved
Water Quality	<ul style="list-style-type: none"> <li>• In compliance with regulations.</li> </ul>
Reliability	<ul style="list-style-type: none"> <li>• Continue tracking breaks and where they occur</li> <li>• Record number of breaks</li> </ul>
Water Pressure	<ul style="list-style-type: none"> <li>• Within guidelines of LOS, based on water model.</li> </ul>
Water Supply	<ul style="list-style-type: none"> <li>• Town emerged from a Stage 4 watering ban on May 1, 2017.</li> <li>• A Stage 2 watering ban is still in effect.</li> </ul>

## 4. Critical Assets and Priority Projects

Often there are not financial and physical resources to address the needs of all the infrastructure at the same time. Some assets are very important to system operation while others are not. The purpose of defining critical assets is to determine where limited resources should be allocated to meet the required LOS. Newmarket recognizes that its critical infrastructure includes the wells, tanks, and transmission mains. The assets among these with the highest criticality or risk should be prioritized for improvements.

### 4.1. Procedure for Ranking/Criteria

A common approach to determining risk is by the combination of probability of failure and consequence of failure (NMEFC, 2006). These measures are defined in the sections that follow. Risk scoring provides a defensible prioritization for replacement, rehabilitation, or maintenance and is graphically represented in Figure 2. "Risk" is short for "Business Risk Exposure".

$$\text{Risk} = \text{Probability of Failure} \times \text{Consequence of Failure}$$

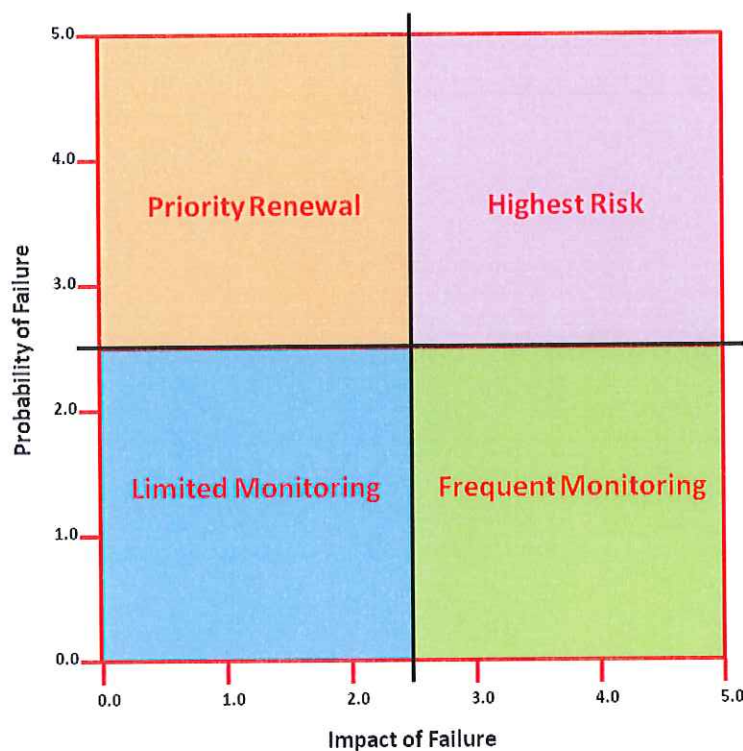


Figure 2. General Criticality Matrix



The most critical assets, with the highest risk score, are those that are more likely to fail and have major consequences for failure. Replacing these assets over others may provide the greatest benefit (reduction in risk).

Management of each asset depends on how its risk is rated (Figure 2):

- Low probability of failure and low consequence of failure: Only limited monitoring is needed and "run to failure" may be appropriate.
- High probability of failure and low consequence of failure: Capital improvements should be prioritized.
- Low probability of failure and high consequence of failure: More frequent or direct assessment should be done.
- High probability of failure and high consequence of failure: Immediate attention is needed to prevent a catastrophic failure.

#### 4.2. Probability of Failure

The Probability of Failure for each asset was ranked from 1 to 5 with 5 being the highest probability (Table 11). Engineering judgment was used to score assets relative to similar assets based on information collected during the Inventory phase, including:

- Ability to provide required Level of Service
- Remaining useful life
- Condition
- Operating history and past failures
- Consideration of how failure could occur

**Table 11. Probability of Failure Scoring**

Rating	Description
1	<b>Very low</b> - Asset is extremely reliable
2	<b>Low</b> - Sporadic failures possible
3	<b>Moderate</b> - Possibility of failure
4	<b>High</b> - Asset sometimes does not meet current LOS
5	<b>Very High</b> - Asset is certain to fail or has failed to meet LOS, needs immediate attention

Water mains were ranked based on remaining useful, and should be adjusted with staff knowledge. Those with unknown remaining useful lives were ranked in accordance with adjacent pipes.

**Table 12. Water Main Ranking**

Remaining Useful Life	Rank assigned
Greater than 50 years	1
30-50 years	2
10-50 years	3
0-10 years	4
Already exceeds estimated useful life	5

#### 4.3. Consequence of Failure

Each asset was assigned a score for Consequences of Failure from 1 to 5, with 5 being the highest impact (Table 13). Consideration was given to how each asset could fail and what would happen if it did. Consequences of failure may include:

- Regulatory noncompliance
- Reduced Level of Service
- Social cost/inconvenience to customer
- Cost of repair
- Collateral damage
- Legal costs
- Environmental costs
- Safety concerns

**Table 13. Consequence of Failure Scoring**

Rating	Description
1	<b>Very low</b> - Asset is unimportant or has full redundancy
2	<b>Low</b> - Limited loss of service, minor cost
3	<b>Moderate</b> - Minor loss of service, low cost
4	<b>High</b> - Significant loss of service or cost
5	<b>Very High</b> - critical to maintaining service and has no redundancy. Major cost and inconvenience if fails.

#### 4.4. Identification of Critical Assets

Critical assets were identified based on a review of the Town's system and from data provided by Town staff. Criticality of water mains was evaluated based on remaining useful life and the potential impact of a failure. Results for assets other than water mains are illustrated in the Critically Matrix Chart (Figure 3). Future analysis should be done to update priorities and provide more details.

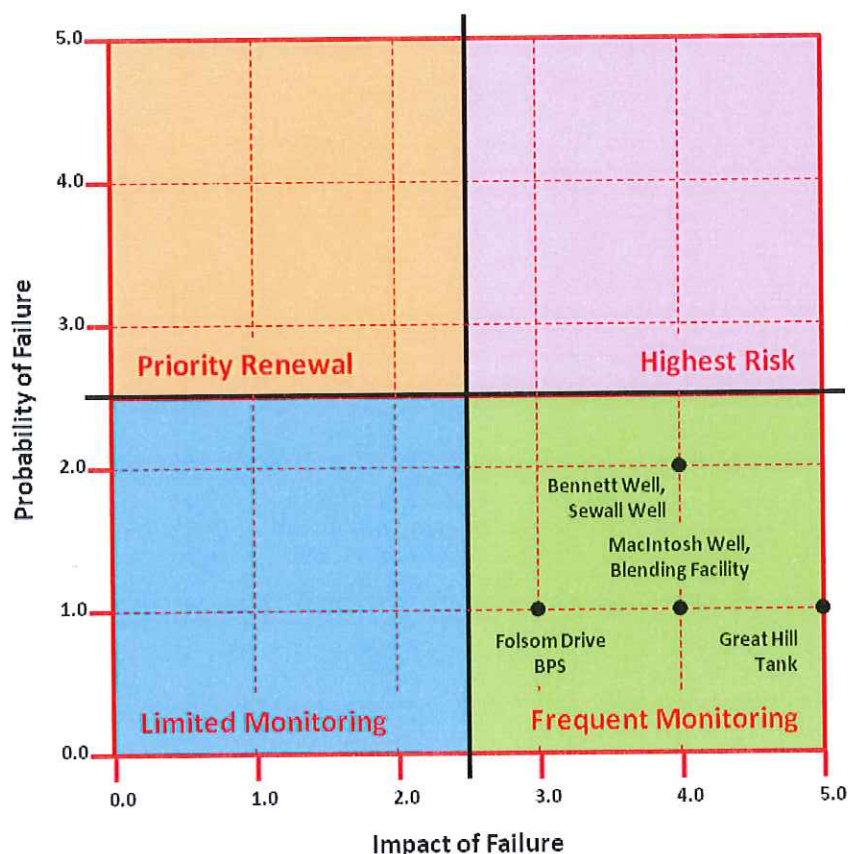
The assets identified as "critical" are listed below. A brief discussion of each is included.



Overall Impact of Failure and Probability of Failure scores are supplied in Table 14 below, and graphed in Figure 3. Scores by subcomponent are supplied in Appendix C. Some subcomponents have a higher probability of failure than the overall score.

**Table 14. Newmarket's Critical Assets by Overall Impact and Probability of Failure**

Asset	Impact	Probability	Imp x Prob
Bennett Well	4	2	8
Sewall Well	4	2	8
MacIntosh Well	4	1	4
Blending Facility	4	1	4
Folsom Road Booster Pump Station	3	1	3
Great Hill Tank	5	1	5



**Figure 3. Water Asset Criticality Matrix**

#### 4.5. Critical Water Mains

**Table 14. Critical Pipe Analysis Criteria**

Probability of Pipe Failure	Consequences of Pipe Failure
<ul style="list-style-type: none"> <li>• Pipe material</li> <li>• Pipe age</li> <li>• Hydraulic capacity</li> <li>• Breakage history</li> </ul>	<ul style="list-style-type: none"> <li>• Proximity to critical customers</li> <li>• Importance of street</li> <li>• Number of customers affected</li> <li>• Pipe loops available</li> </ul>

In general, the most critical water mains were considered to be the main transmission lines from the supply wells and those connecting the Folsom Road Booster Pump Station and Great Hill Tank to the system. Larger diameter mains serving congested areas were considered the next most critical. Branches or loops serving a small number of properties were considered the least critical. The water mains are mapped by criticality in Appendix A-5.

#### 4.6. Highest Risk Assets

The highest risk assets and recommended replacement years are summarized in Table 15.

**Table 15. Highest Risk Assets Recommended for Refurbishment/Replacement**

Asset	Project	Priority	Year Action Required
<b>Water Mains</b>	Approximately 27,000 lf is undersized or has exceeded estimated useful life,	1	2017-2036
<b>Bennett Well</b>	Chemical feed system approaching the end of its useful life.	2	2020-2022
<b>Sewall Well</b>	Water meter and chemical feed system approaching the end of their useful lives.	3	2020-2025
<b>Great Hill Tank</b>	Tank rehabilitated/recoated in 1997. Generator is approaching the end of its useful life.	4	2020-2025
<b>Folsom Road Booster Pump Station</b>	Facility completely refurbished in 2009.	5	N/A
<b>MacIntosh Well</b>	New facility installed in 2017. No upgrades required in the next ten years.	6	N/A
<b>Blending Facility</b>	New facility installed in 2017. No upgrades required in the next ten years.	7	N/A

Based on this analysis, distribution main replacements are the Town's most urgent need. As mentioned above, approximately 27,000 linear of feet of pipe is undersized or has exceeded its estimated useful life.



In addition to this asset management plan, UE updated the Town's water system model and 10-year CIP. The update found that over 11,000 feet should be replaced in the next ten years (2017-2026); while an additional 17,000 feet should be replaced in the following ten years (2027-2036).

The Town has also recognized the need for additional system storage, and associated piping upgrades. A new storage tank is was recommended in AECOM's 2010 report at a cost of \$1.37 million; and so was the development of a fourth supply well (Tucker Well) at a cost of \$1.4 million.

DRAFT

## 5. Life Cycle Costing

The life cycle costing step evaluates long term capital needs for major refurbishment and replacement of assets. Life cycle costing is a defensible tool to help support necessary funding levels for sustainability of the system.

### 5.1. Life Cycle Costs

For the purposes of initial planning, the following assumptions were used to evaluate life cycle costs:

- Costs are conceptual (order of magnitude), including engineering and contingency.
- Costs are in today's dollars (2017).
- Assets are replaced per their estimated life expectancy determined in the Inventory and Assessment step.
- Assets are replaced with current industry standard materials/technology.
- Major recurring capital reinvestment costs such as tank maintenance (recoating) or major pump overhauls are included in life cycle costs.
- Minor maintenance and repairs are assumed to be in the annual operating budget and are not included.
- All water mains were assumed to be replaced with ductile iron piping.
  - Cost to install pipe was assumed to be \$350/linear foot (LF)

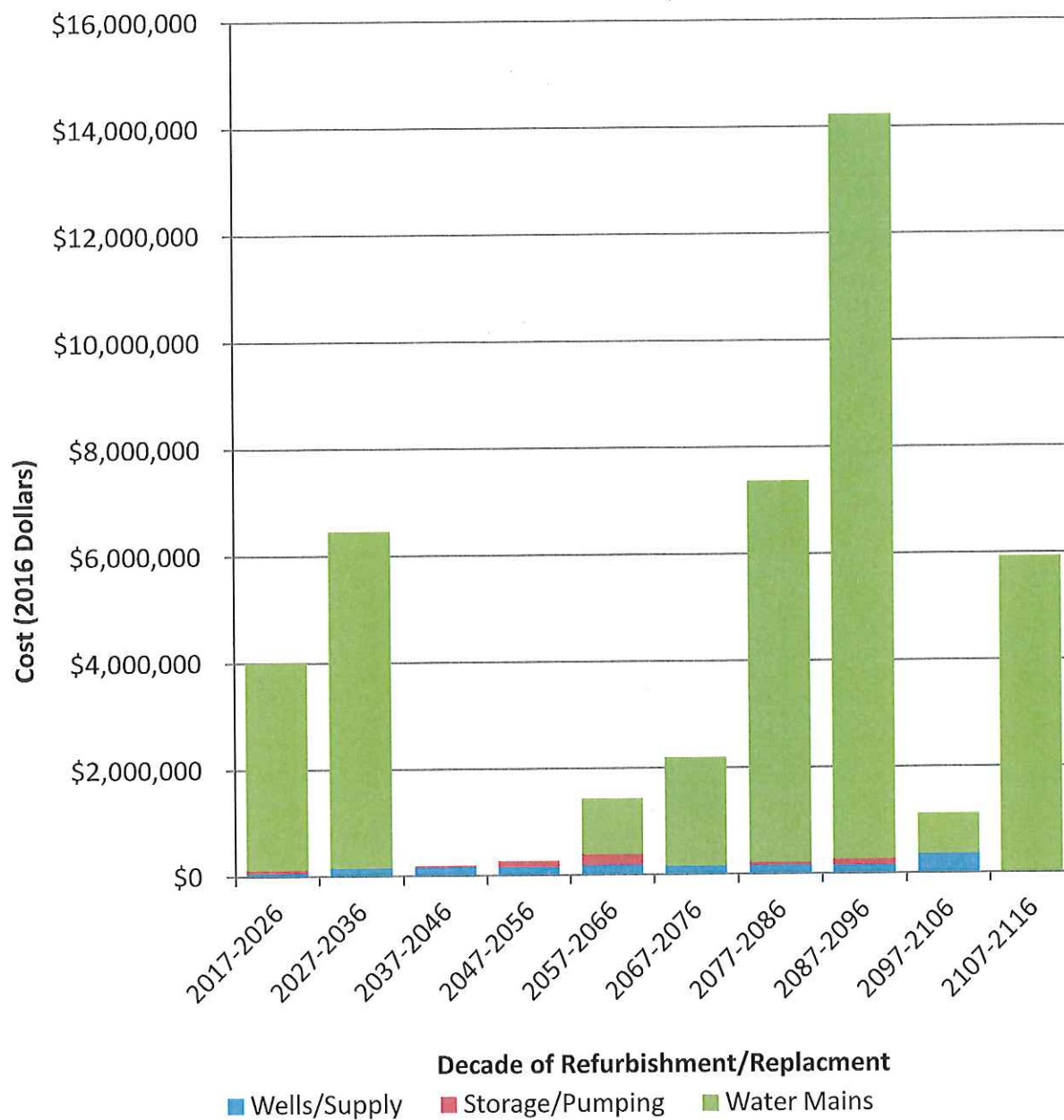
Total water system replacement costs are summarized in Table 16. Replacement costs and scheduling for water mains was determined using ArcMap files. Paper versions of the maps are provided in Appendix A and the associated attribute tables are provided in Appendix B.

Replacement costs for facility assets (other than water mains) were estimated for the next 100 years using the spreadsheets provided in Appendix C. Beyond 20 years, the projections are more speculative but they allow planning for very long lived assets. The estimated replacement costs per decade for these assets are shown in Figure 4. When the costs for pipe replacement are included, the costs for facilities assets are comparatively small (Figure 5).

**Table 16. Water System Replacement Costs Next 100 Years**

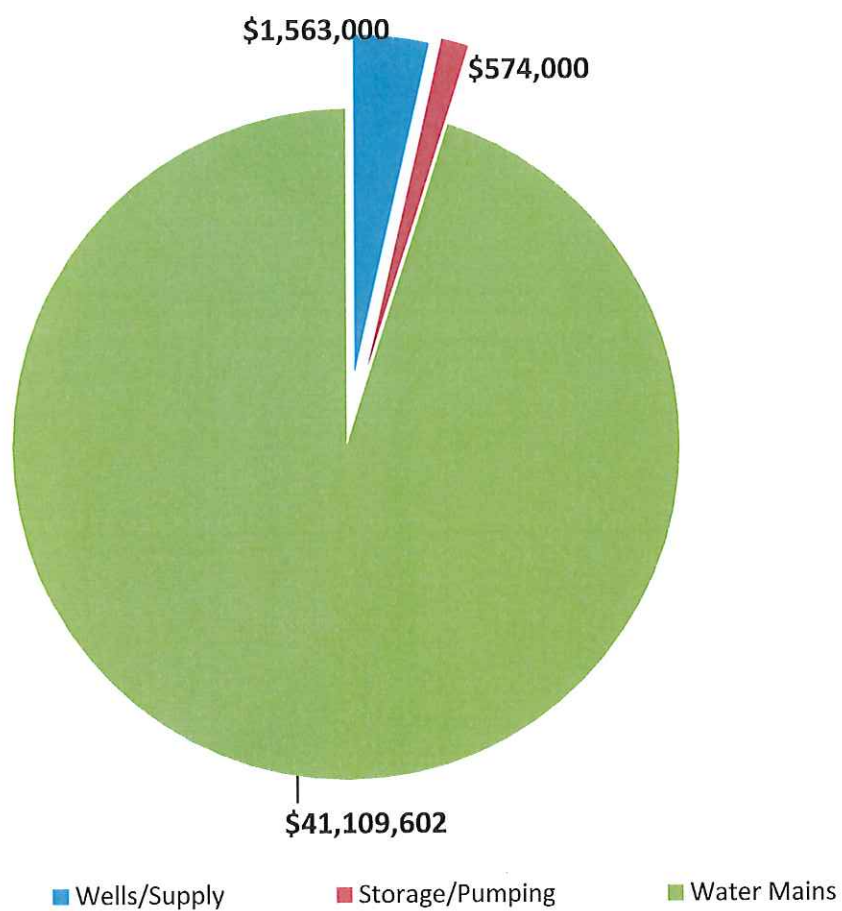
	0 to 50 2017-2066	50 to 100 2067-2116	Total 2017-2116
Wells/Supply	\$717,000	\$846,000	<b>\$1,563,000</b>
Storage/Pumping	\$402,000	\$172,000	<b>\$574,000</b>
Water Mains	\$11,255,759	\$29,853,843	<b>\$41,109,602</b>
<b>Total</b>	<b>\$12,374,759</b>	<b>\$30,871,843</b>	<b>\$43,246,602</b>
<b>Average \$/Year</b>	<b>\$309,369</b>	<b>\$617,437</b>	<b>\$432,466</b>

*Note: Costs are in 2017 dollars.*



**Figure 4. Major Asset Replacement Costs**





**Figure 5. Lifecycle Costs for Major Water System Assets**

### ***5.2. Life Cycle Planning***

There are four basic options for dealing with assets over time (NMEFC, 2006). Asset Management is intended to optimize spending between these options while meeting the required level of service:

- Repair the assets as they fail
- Operate and maintain the existing assets
- Rehabilitate the assets
- Replace the assets

Provided the level of service is met, it is generally appropriate to replace certain assets when the cost of ownership exceeds the cost of replacement. Annual costs of ownership include risk costs, repairs, and maintenance. Risk costs are the cost impacts of a failure and associated emergency repairs. The Criticality step helps to prioritize projects by risk, but the costs of renewal must also be considered for a complete benefit/cost analysis.

**An asset should be renewed when its cost of ownership exceeds the cost of replacement**

The primary tool for life-cycle planning of major assets is the Business Case Evaluation (BCE). It is a defensible way to determine if a project is needed and how best to address it. The BCE supports rational decisions to select the lowest lifecycle cost alternative and minimize risk, thus providing the greatest value to the customer.

The Business Case Evaluation is recommended for major assets that do not meet the current LOS or are nearing the end of useful life. The basic BCE Steps are

- Define the problem and drivers.
- Identify and screen alternatives, including "no action".
- Develop life cycle costs including capital, operational, and maintenance costs, for each alternative.
- Define risk costs (financial, environmental, and social = "triple bottom line").
- Recommend the alternative with the lowest net present value that meets the LOS.

Benefit/Cost analysis using the BCE process should be applied to Newmarket's major assets as they approach the end of useful life.

### ***5.3. Optimizing Pipe Renewals***

Life cycle costs have been identified for budget planning but this does not say with certainty when and where water mains should be replaced. Unknown factors and insufficient information

make accurate predictions for work that is far in the future impossible. Future tactical modeling is required to optimize the replacement year for each pipe segment.

An approach used in models such as the AWWA BNL (Buried No Longer) Modeling Tool is to define the service life based on the tolerance for risk. The risk of failure or break rate for pipe generally increases with age. Pipes identified as more critical or higher risk have a shorter service life and are cost effective to replace sooner. Conversely, pipes with low consequences of failure allow a higher break rate to be tolerated and a longer time for replacement. As more data is collected in the future, defensible criteria for replacement can be developed to prioritize and optimize pipe renewals.

In summary, the specific locations for future water main replacements should be based on factors such as:

- Break rate and tolerance for risk of failure.
- Coordination with Town road or sewer improvements.
- System deficiencies and/or hydraulic constraints, if any.
- Future development and expansion.



## 6. Funding Plan

### 6.1. Short Term – Capital Improvement Plan

Newmarket has recently made some major improvements in order to expand and strengthen its water system, especially its water supply. However, water distribution piping will require significant attention. Estimated system-wide replacement costs have been mapped out by year for the next 10 years in Table 17. Pipe replacements constitute \$3.9 million of the \$4.0 million worth of recommended replacements, or 98%.

**Table 17. Water System Replacement Costs Next Ten Years**

Year	Wells-Supply	Storage-Pumping	Water Mains	Total
2017	\$0	\$50,000	\$0	\$50,000
2018	\$0	\$0	\$0	\$0
2019	\$0	\$0	\$1,295,951	\$1,295,951
2020	\$16,000	\$0	\$0	\$16,000
2021	\$0	\$0	\$665,607	\$665,607
2022	\$12,000	\$0	\$0	\$12,000
2023	\$0	\$0	\$1,019,965	\$1,019,965
2024	\$0	\$0	\$0	\$0
2025	\$33,000	\$0	\$0	\$33,000
2026	\$0	\$0	\$919,262	\$919,262
<b>TOTAL</b>	<b>\$61,000</b>	<b>\$50,000</b>	<b>\$3,900,785</b>	<b>\$4,011,785</b>

Approximately \$8 million worth of pipe has already exceeded its estimated useful life. Since it's not feasible to immediately schedule \$8 million in water main replacements, it is recommended that only those water mains that are most critical be replaced in the first ten years. The less critical should be replaced in the following ten years.

Water main replacements by criticality (impact of failure versus probability of failure) are mapped out in Table 18.

**Table 18. Water Main Replacements by Decade and Criticality**

CRITICALITY OF WATER MAINS BY DECADE					
	Highest Risk	Priority Renewal	Frequent Monitoring	Limited Monitoring	Grand Total
2017-2026	\$1,812,002	\$829,845	\$1,258,938		\$3,900,785
2027-2036	\$1,044,203	\$4,746,801		\$518,289	\$6,309,293
2057-2066				\$1,045,681	\$1,045,681
2067-2076			\$1,135,179	\$905,112	\$2,040,291
2077-2086			\$2,772,952	\$4,386,401	\$7,159,353
2087-2096			\$3,235,286	\$10,729,689	\$13,964,975
2097-2106			\$112,716	\$642,230	\$754,946
2107-2116			\$1,035,335	\$4,898,943	\$5,934,278
<b>Grand Total</b>	<b>\$2,856,205</b>	<b>\$5,576,646</b>	<b>\$9,550,406</b>	<b>\$23,126,345</b>	<b>\$41,109,602</b>

Many of the pipe replacements identified in the AMP overlap with mains UE has recommended for replacements as a result of the water model update. Input from these two sources, and AECOM's 2010 report, has been integrated into the replacement schedule above.

### **6.2. Long Term Funding Strategy**

The long-term funding step evaluates how to best meet the costs of maintenance, repair, rehabilitation, and replacement of assets. Long term planning is required because the funding needs are significant and unsustainable if deferred until the future.

Newmarket's potential sources of funding include:

- Revenues
  - Water user charges
  - System development charges (SDC)
- Capital reserve funds
  - Set aside by budget or surpluses
- Debt/Loans
- Grants

Funding requirements for long term replacement costs are summarized in Table 19. Level funding is recommended to spread out the high cost of future projected replacements. Assuming that replacement costs are spread evenly over the next 100 years, the average annual amount to be set aside for future projects is approximately \$432,000 or about \$216 per year for each of Newmarket's 2,000 accounts.

According to the 2015 American Community Survey, the median household income (MHI) for the Town of Newmarket is approximately \$53,000. EPA affordability guidelines recommend that water system costs should be no more than 2% of MHI. In Newmarket's case, that would be about \$1,060 per year. However, this financial impact needs to be considered together with other



demands, such as existing water bills and assessments; and other infrastructure needs, such as road and sewer system improvements.

There are some pressing short-term needs as approximately \$8.0 million worth of assets have already exceeded their estimated useful lives. Beyond that, approximately \$21.7 million worth of assets are scheduled for replacement between 2077 and 2096. That is about half of the \$43.1 million total.

**Table 19. Water System Replacements by Decade**

Year	Wells-Supply	Storage-Pumping	Water Mains	Total
2017-2026	\$61,000	\$50,000	\$3,900,785	<b>\$4,011,785</b>
2027-2036	\$155,000	\$3,000	\$6,309,293	<b>\$6,467,293</b>
2037-2046	\$160,000	\$30,000	\$0	<b>\$190,000</b>
2047-2056	\$158,000	\$113,000	\$0	<b>\$271,000</b>
2057-2066	\$183,000	\$206,000	\$1,045,681	<b>\$1,434,681</b>
2067-2076	\$160,000	\$0	\$2,040,291	<b>\$2,200,291</b>
2077-2086	\$161,000	\$53,000	\$7,159,353	<b>\$7,373,353</b>
2087-2096	\$158,000	\$113,000	\$13,964,975	<b>\$14,235,975</b>
2097-2106	\$364,000	\$3,000	\$754,946	<b>\$1,121,946</b>
2107-2116	\$3,000	\$3,000	\$5,934,278	<b>\$5,940,278</b>
<b>TOTAL</b>	<b>\$1,563,000</b>	<b>\$574,000</b>	<b>\$41,109,602</b>	<b>\$43,246,602</b>

The largest item is \$14 million worth of water main replacements between 2087 and 2096. Fortunately, the vast majority of those mains are considered to be “low impact”. That is they are generally small diameter branches or loops that serve a small number of properties. Therefore, the Town may consider extending use of those facilities beyond their estimated useful lives.

High levels of saving may reduce future risk, but places a greater burden on current users through rate impacts. The target amount of capital reserves to set aside depends on the level of future risk that Newmarket accepts. As the system continues to age, future evaluations should better quantify risk and adjust the required capital reserves if necessary.

**The required Capital Reserves  
depends on the level of future Risk**

## 7. Asset Management Program Implementation

An Asset Management Program is a working, living system, constantly being updated. These updates come from the employees and customers. Both the staff and customers provide important information that can help to keep asset management program effective. The Town of Newmarket, like many utilities, already had an informal asset management system. That system consisted of various spreadsheets, reports, GIS data and other information. The purpose of this effort was to pull those various information sources into a unified whole to provide an accessible, usable, and more easily updatable decision-making tool.

That tool consists of two main components. Component 1, the maps and GIS data will assist the Town in monitoring and maintaining its largest set of assets, distribution piping. Component 2, the Replacement Scheduling and Financial Planning spreadsheet will assist the Town in monitoring and maintaining its major components; and summarizing Town-wide water system data, including water mains.

### *7.1. Maps and GIS Data*

A series of map files have been created using ESRI ArcMap 10.4.1. Each map is populated by various shapefiles. Shapefiles consist of GIS data points and their associated characteristics. For instance, each mapped pipe segment is associated with various attributes such as the date installed, diameter, length, material, etc. The attributes are stored in a table, which can be exported to an Excel spreadsheet.

The following resources were used to assemble the mapped data.

- WaterCad model (UE, 2017) provided the layout and diameter of the water mains as well as locations of major components, such as wells, storage tanks, and booster pump stations.
- “Water System Update and Capital Improvement Plan” by AECOM dated October 2010.
- As mentioned above, the Town keeps information on its assets, particularly water mains and fire hydrants, in spreadsheet form. This information has been incorporated into the GIS-based maps.

Paper copies of the maps are included in Appendix A. The associated data tables are included in Appendix B. Files will also be transmitted in electronic format for use by the Town.

### *7.2. Replacement Scheduling and Financial Planning Spreadsheet*

Asset replacements were scheduled out using an Excel spreadsheet, and were based primarily on installation date and estimated useful life. The spreadsheet is designed to be used as a starting point in scheduling and financing asset replacements. The Town may revise the information to conform to their knowledge of the system or to respond to changing conditions. Following is a brief discussion of each of the spreadsheet tabs.



- Critical Asset Replacement Schedule (Crit – Repl Schedule). Asset replacements are listed out by year in this tab. Information in columns A-E and column P can be revised. The remaining columns contain formulas.
- Critical Asset Replacement Cost (Crit – Repl Cost). This worksheet presents the dollar value of replacements in a tabular format by year for the next ten years and by decade for the next ten decades. It also allows the user to assign “Impact of Failure” and “Probability of Failure” values in order to assess criticality.
- Critical Asset Summary Tables. This worksheet contains several pivot tables which summarize information from the “Critical Asset Replacement Cost” tab.
- Pipe Inventory. This worksheet contains pipe data copied from the pipe attribute table contained in Appendix B. Copying this data into Excel provides for the use of pivot tables to easily summarize the data.
- Pipe Summary Tables. This worksheet contains several pivot tables which summarize information from the “Pipe Inventory” tab.
- Financial Schedules and Graphs. This worksheet contains several tables which summarize data from the previous worksheets and also graph it.

### ***7.3. Next Steps***

In order to build on what has been completed to date, the following steps are recommended.

- The Town already has a staff member that is familiar with ArcMap. The Town should build and expand on that existing capability.
- The Town should work with the Financial Planning and Replacement Scheduling spreadsheet and refine it so that they are comfortable with it.
- Make arrangements for future GIS data collection and mapping.

Future steps might include.

- Providing tools for field staff to collect and transmit spatial data themselves. Options include
  - WaterPoint for use with iPad
  - ArcCollector for use with iPad

An overview of the overall asset management program is shown below.

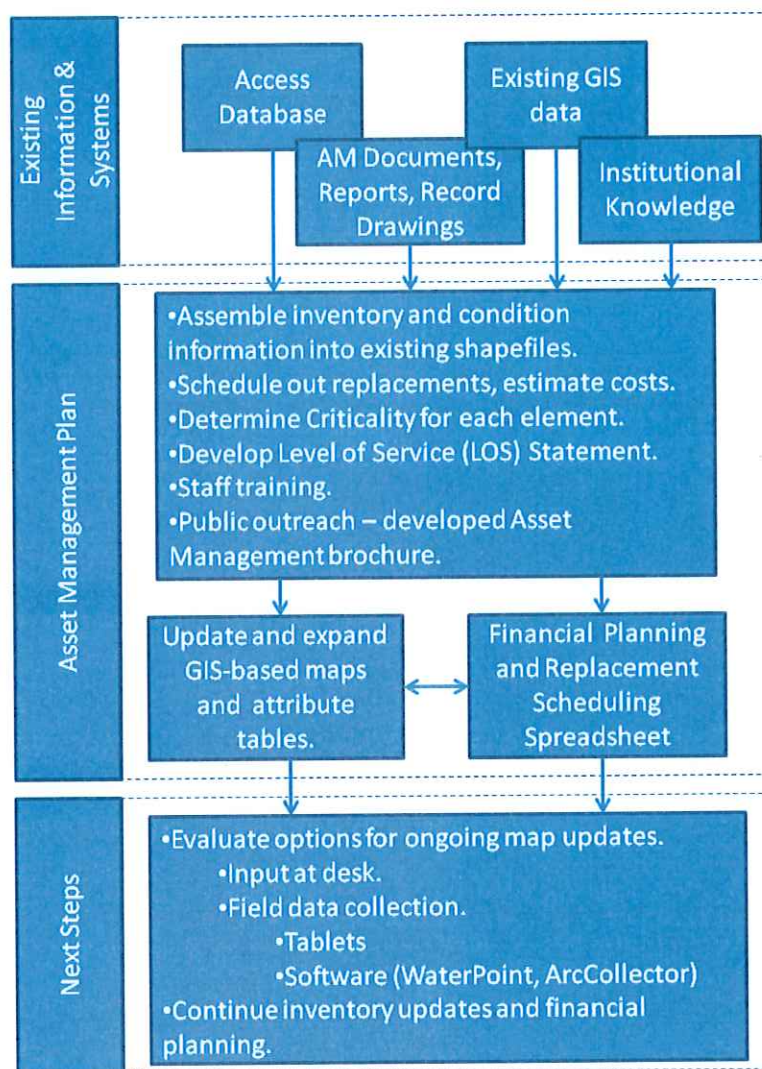


Figure 6. Overview of Asset Management Program

#### 7.4. Training for Staff

Each employee's input and knowledge of the system is vital to a successful and accurate Asset Management Program. The employees must understand their role, and how they can help to improve the overall functionality of the system. Asset tracking sheets are provided in Appendix D. The hydrant tracking sheet and valve tracking sheet is already used by the Town in the form of an Access database, and has been translated into GIS format. The pipe break log is offered as an example to keep track of unplanned pipe breaks and repairs.

The staff who run the system know the most about it, and can help when deciding which assets are at the highest risk and need the most attention. An effective way for them to communicate this information to the decision makers is by keeping track of maintenance and repairs done on



the system using GIS-based software. When something like a main break occurs, the following information should be recorded:

- Cause of break
- Location
- How it was fixed
- Downtime and impact to consumer
- Cost
- Any difficulties or unexpected obstacles in repairing

The same approach should be used for repairs on wells, treatment facilities, and tanks. This will consolidate data and help identify the cost of maintaining each asset, and allow for a cost comparison to be made for replacement. This information can help identify if replacing an old asset is more cost effective than continuing with the routine maintenance.

Goals of Staff Training:

- Familiarize staff with GIS-based systems and software.
- Formalize the process of documenting asset evaluations, failures and concerns.

### ***7.5. Customer Outreach***

Getting feedback from customers helps to keep the Level of Service up to date. Listening to customer complaints and comments can change the type of service provided, which can affect priority of assets, and how much risk a system is willing to accept.

Customers should also understand how and why money is being spent on system repairs and asset replacements. A more informed public will be more willing to approve rate increases to ensure they receive the type of service they want.

Objectives for customer outreach include:

- Communicate the benefits that new infrastructure will provide to customers in terms of improved water quality and availability.
  - A brochure on AM can be found in Appendix E for Newmarket to distribute to its customers.
- Provide the necessary communication support to allow for successful increases in water rates.



## 7.6. Suggested Communication Plan

Modes of delivery/communication:

**Table 19. Communication Plan**

Audience	Outreach Strategies
Internal - Staff	<ul style="list-style-type: none"> <li>• Continue to develop Asset Tracking Sheets to hand out to employees (samples attached in Appendix D).</li> <li>• Conduct regular team meetings on strategic goals, record keeping, and importance of asset management.</li> <li>• Develop staff capability in using a GIS system for tracking repairs and upgrades.</li> </ul>
External - Customers	<ul style="list-style-type: none"> <li>• Add information to Town website.</li> <li>• Create hotline for calls for construction project suggestions and complaints, and have a response program for addressing both.</li> <li>• Notify customers of system updates (projects, issues, construction location/time) through the following medias                             <ul style="list-style-type: none"> <li>○ System water bills</li> <li>○ Brochures (See Appendix E for AM Brochure)</li> <li>○ Local newspapers</li> </ul> </li> <li>• Conduct public survey to receive customer's comments about the water system</li> </ul>

## 8. Conclusions and Recommendations

### 8.1. Summary of Assets Owned

Underwood Engineers used the following sources of information to develop a detailed inventory of Newmarket's water system assets (See Appendices A, B and C). The major components are summarized in Table 20 below.

**Table 20. Summary of Water System Assets**

Asset	Description
<b>Water Mains</b>	Of approximately 131,000 lf or 25 miles of distribution mains, roughly 27,000 lf have exceeded their estimated useful lives.
<b>Folsom Road Booster Pump Station</b>	Serves about 25 properties within the Folsom Drive boosted pressure zone.
<b>Bennett Well</b>	Supplies 220 gpd.
<b>Sewall Well</b>	Supplies 260 gpd.
<b>MacIntosh Well</b>	Supplies 300 gpd.
<b>Blending Facility</b>	Works in conjunction with the supply wells.
<b>Great Hill Tank</b>	Tank provides 0.75 million gallons of water storage.

### 8.2. Ten Year Capital Improvement Plan

Table 21 shows the projects that should be included in a 10-year CIP plan. These assets are reaching their end of service life. Water main replacements are by far the largest component of the asset replacement cost and those that are included in the 10-year CIP have either exceeded their estimated useful life or are unsuitable for their intended purpose in another respect.

It should be noted that the Town would need to spend and/or put aside about \$432,000 per year for the next 100 years in order to fund all needed asset replacements. The 10-year CIP below only includes \$2.71 million in replacements. However, the Town may want to consider additional water main replacements in order to avoid deferring those needs to far into the future.

**Table 21. Ten-year CIP Projects and Estimated Costs**

Asset	Project	Cost
<b>Water Mains</b>	Approximately 11,000 lf of distribution mains have been identified as being in dire need of replacement.	\$4,000,000
<b>Folsom Road Booster Pump Station</b>	Refurbished in 2009. No upgrades needed in the near future.	\$0
<b>Bennett Well</b>	Chemical feed system approaching the end of its useful life.	\$14,000
<b>Sewall Well</b>	Water meter and chemical feed system approaching the end of their useful lives.	\$47,000
<b>Great Hill Tank</b>	Tank rehabilitated/recoated in 1997. Generator is approaching the end of its useful life.	\$50,000
<b>MacIntosh Well</b>	New facility installed in 2016. No upgrades required in the next ten years.	\$0
<b>Blending Facility</b>	New facility installed in 2016. No upgrades required in the next ten years.	\$0
<b>Total:</b>		<b>\$4,111,000</b>

In addition to these projects, the Town is also considering the addition of a second tank and a fourth supply well.

### 8.3. Long Term Funding Needs

Total water system replacement costs over the next 100 years are summarized in Table 21.

**Table 22. Water System Replacement Costs Next 50 and 100 Years**

	0 to 50 2017-2066	50 to 100 2067-2116	Total 2017-2116
Wells/Supply	\$717,000	\$846,000	<b>\$1,563,000</b>
Storage/Pumping	\$402,000	\$172,000	<b>\$574,000</b>
Water Mains	\$11,255,759	\$29,853,843	<b>\$41,109,602</b>
<b>Total</b>	<b>\$12,374,759</b>	<b>\$30,871,843</b>	<b>\$43,246,602</b>
<b>Average \$/Year</b>	<b>\$309,369</b>	<b>\$617,437</b>	<b>\$432,466</b>



Ideally, replacement costs will be spread out as evenly as possible, meaning that the town will require an estimated \$432,000 per year over the next 100 years unless grants become available or less critical replacements will be deferred beyond their estimated useful lives. About 20% of water mains within the system have already exceeded their estimated useful lives; and should be replaced in the near future. Approximately half the Town's water mains will be due for replacement during a twenty-year time period from 2077-2096 at an estimated cost of \$21.7 million.

#### ***8.4. Implementation of AM Plan***

- Continue to collect and update asset data and condition assessment and add to Asset Inventory system. Update on an ongoing basis.
  - Record service and failure history for assets to refine the estimated useful life. These records can be used to update asset data. An example for hydrant inspections already used by the Town can be found in Appendix D.
  - Continue to use ESRI software (Basic ArcMap 10.4.1) to update maps and attribute tables.
  - It is recommended that one person assume responsibility for updating the Asset Inventory system and keeping track of asset failures.
- Update distribution map when new pipes are installed.
- Monitor performance data, complaints, etc. to ensure LOS is being met, and refine LOS Statement as needed.
- Update critical assets as renewals are made and information is collected.
  - As assets are replaced and refurbished, update the "probability of failure" ranking to identify which assets are most critical.
- Update life cycle costs and budgeting as needed.
- Submit plan to DES for Asset Management Grant Reimbursement.
- Evaluate options for ongoing field GIS data collection. Should it be done by utility staff in the process of carrying out their repair, inspection and maintenance duties? Or should it be done by an outside firm?
- Continue to refine and improve asset management information, tools and capabilities.

#### ***8.5. Communication***

- Establish a Communication Program for customers, demonstrating the value of drinking water service and justifying the funding to sustain assets.
- Distribute AM brochure to customers (Attached in Appendix E).
- Continue to educate and inform all staff on the AM principles and process.

## 9. References

AWWA (2013) *Buried No Longer: Confronting America's Water Infrastructure Challenge*. Available at: <http://www.awwa.org/portals/0/files/legreg/documents/buriednolonger.pdf> (Accessed March 29 2017)

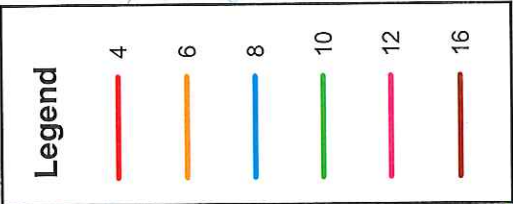
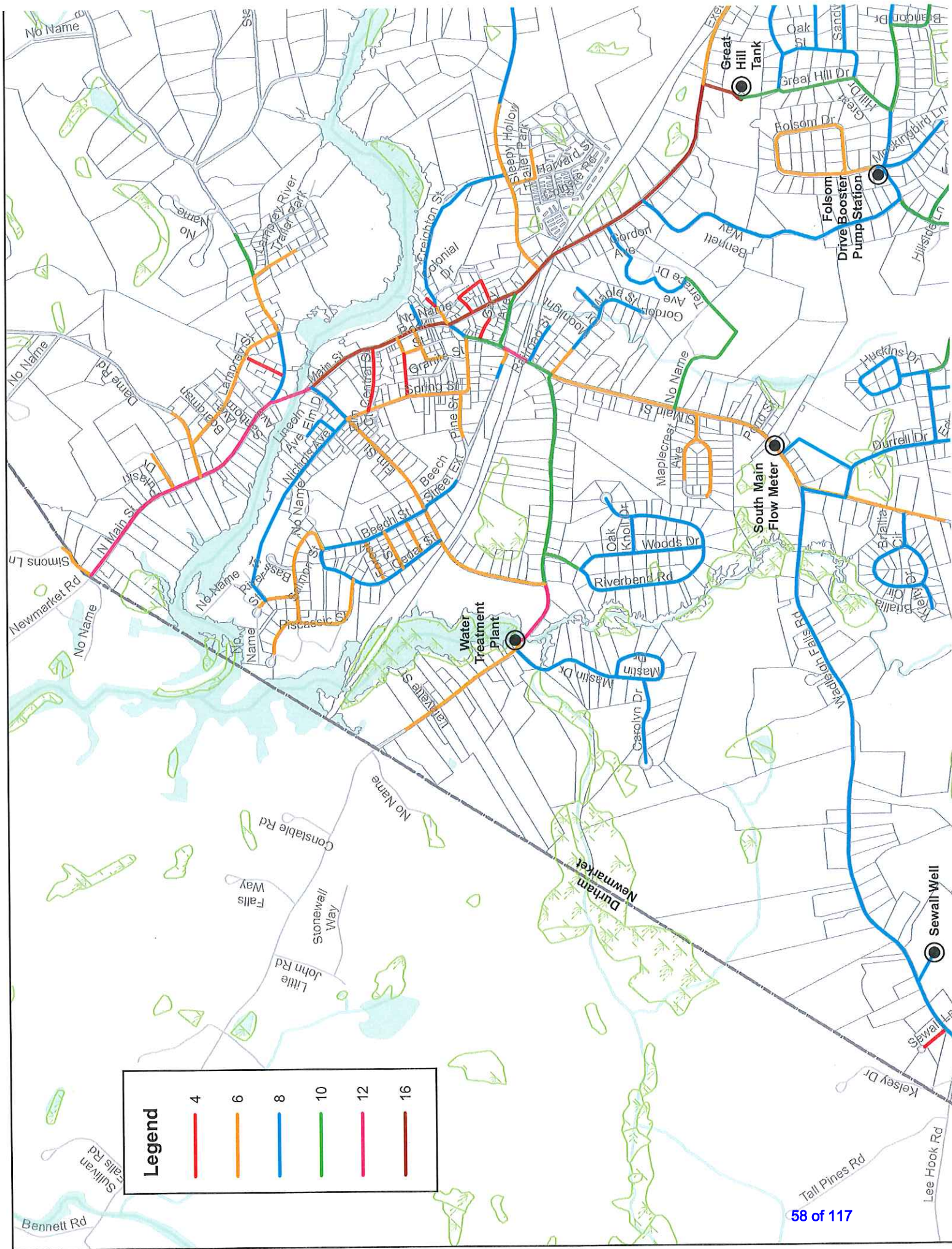
AWWA (2014) *Sample Utility Communications Plan*. Available at: <http://www.awwa.org/resources-tools/public-affairs/communications-tools/public-communications-toolkit/sample-utility-communications-plan.aspx> (Accessed March 31 2017)

EPA (2008) *Asset Management: A Best Practices Guide*. Available at [http://water.epa.gov/infrastructure/sustain/am\\_resources.cfm](http://water.epa.gov/infrastructure/sustain/am_resources.cfm) (Accessed March 17 2017)

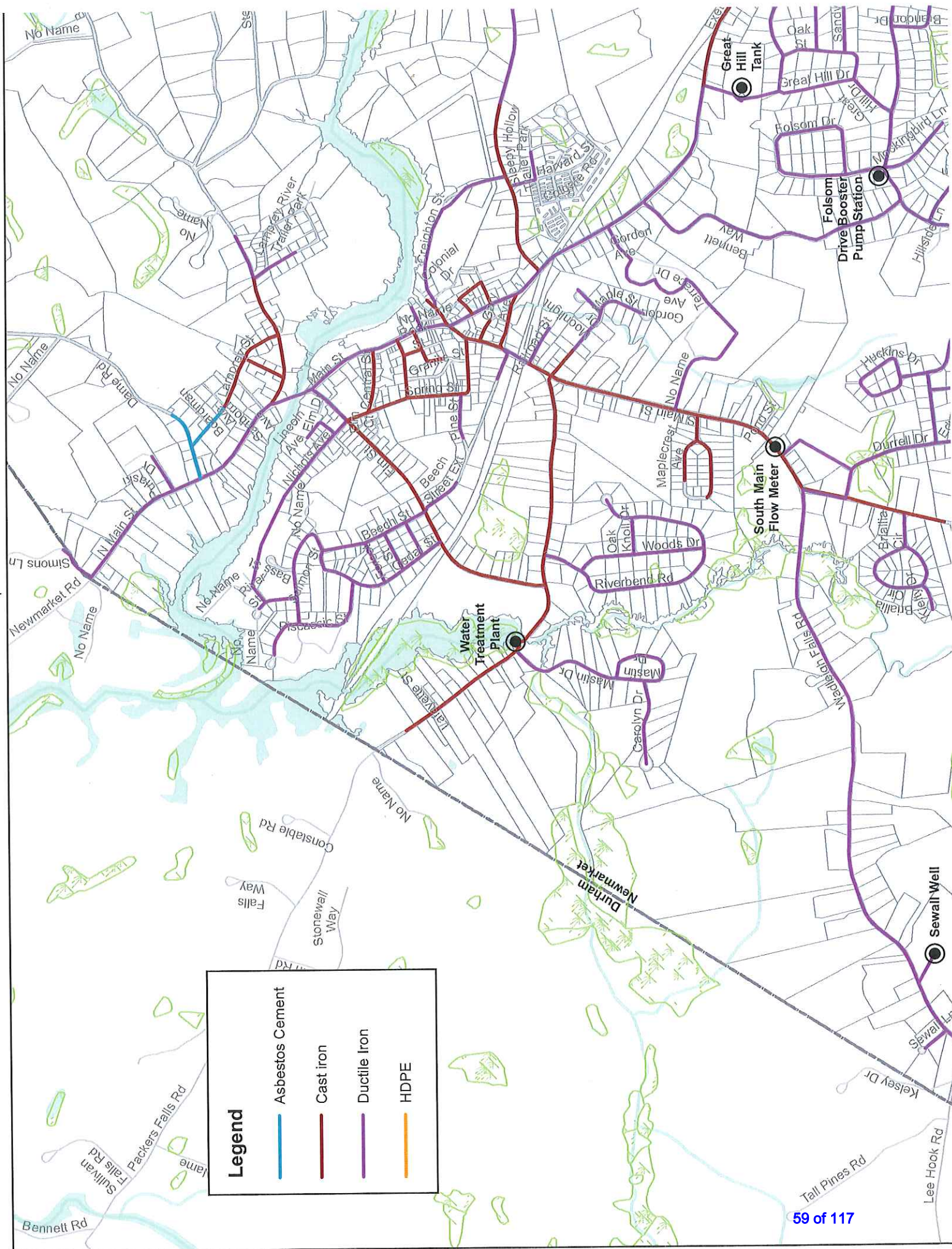
New Mexico Environmental Finance Center (2006) *Asset Management: A Guide For Water and Wastewater Systems*. Available at: [http://water.epa.gov/infrastructure/sustain/am\\_resources.cfm](http://water.epa.gov/infrastructure/sustain/am_resources.cfm) (Accessed 17 March 2017)

“Water System Update and Capital Improvement Plan” by AECOM dated October 2010

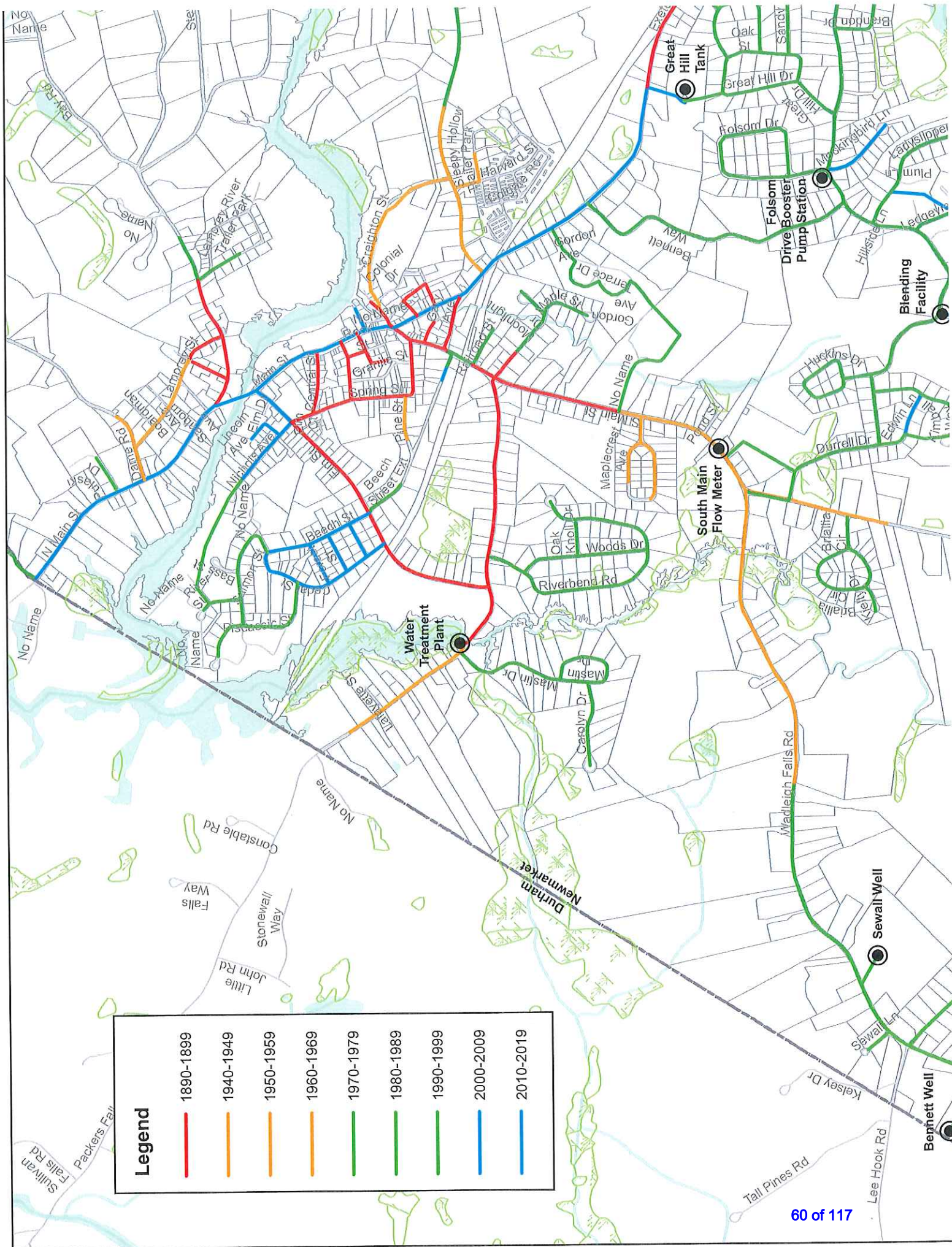








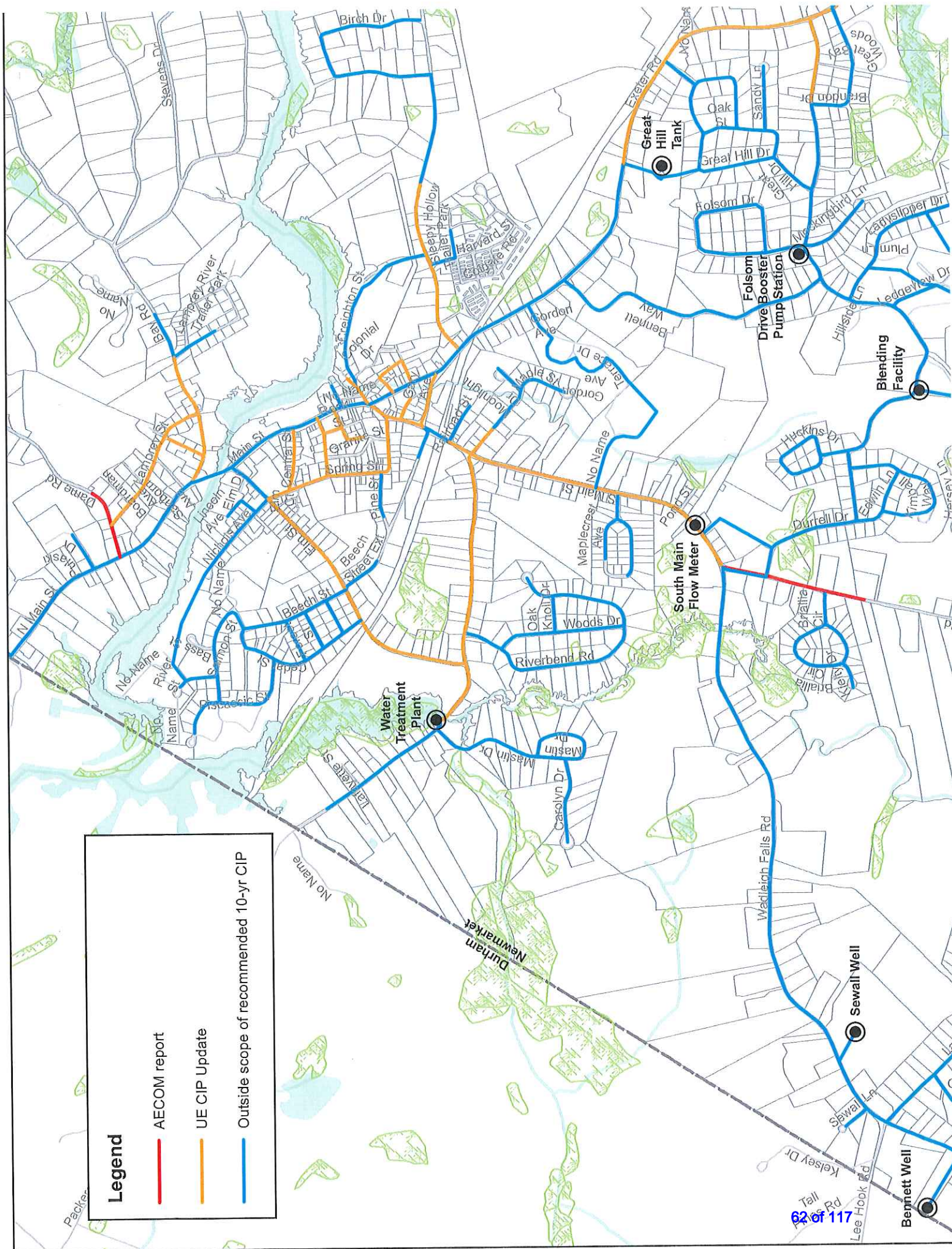
















## Department Heads Monthly Reports to the Town Council and Town Administrator

### Report of the Police Department to the Newmarket Town Council April, 2017

#### Activity

Newmarket Police 3 year comparable statistics for month of April.

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Total calls for service	1513	1525	1462
Motor vehicle stops	289	344	241
Arrests	13	24	15
Offense reports	24	25	24
M/V accidents	10	9	5
Parking tickets	54	20	37
Drug Overdoses	0	3	1
Alarms	17	22	16
Unattended death/Suicide	0	0	1

During the month of April, the Newmarket Police Dispatch Center documented 1,513 calls for service. We have investigated 39 criminal complaints that require active investigations in 24 of the complaints. These criminal complaints include offenses such as Simple Assault, 2<sup>nd</sup> degree assault, Criminal Threatening, Domestic Violence, Stalking, Attempted Burglary, Thefts (vehicles and buildings), Theft by Deception, Criminal Mischief/Vandalism, Violation of Protective Orders, Obstructing the Report of a Crime, Bench Warrants and Narcotic Violations including search warrants. We investigated no unattended deaths and or suicides. Numerous Motor Vehicle complaints were also investigated. In April, patrol officers conducted 289 motor vehicle stops which led to arrests for charges such as Aggravated Driving While Intoxicated, Possession of Drugs and Driving with Suspended/Revoked Drivers licenses. Officers did not respond to any drug overdose calls. Officers also responded to 17 alarm activations, 6 domestic violence calls and conducted 20 welfare checks. During the month of



April, the patrol division issued 54 parking tickets.

### **MRI Progress**

In November, MRI compiled approximately 20 recommendations that the Police Department should update, acquire, implement or research in order to make the department more efficient. (See MRI spreadsheet for progress) An update was made relative to the police department seeking out grants.

### **Personnel**

On April 22<sup>nd</sup>, Dispatcher Chelsea Burnham left Newmarket to accept a dispatching job for the Lexington Massachusetts Police Department. We have begun the process to replace this vacancy by posting the position in-house as well as advertising to the public.

Officer Schmidt continues her field training on a part-time basis until she graduates from college in late May. I plan to bring her to a council meeting in June for a meet and greet with the council.

Sergeant Greg Jordan and Officer Jeffrey Donnis attended a free training seminar hosted at the Portsmouth Police Department relative to Law Enforcement interacting with the deaf community. This was the first training of its kind to be held in this state. I received a letter from Police Chief David Mara thanking Sergeant Jordan and Officer Donnis for attending this training. Officers and attendees took away new information and understanding from the exchanges between police and members of the deaf community as well as the social service agencies who support them. Chief Mara reported a productive discussion was successful with the input from the Newmarket Police Officers who attended.

Officer Donnis and Officer Bozek attended an officer survival training hosted at the Portsmouth Police Department. This invaluable training focused on officer safety training, deadly force encounters, conflict resolution, improving community relations, pursuit driving, homeland security issues and updates as well as numerous other topics. It is imperative that we continue to provide this type of training (even after academy graduation) to our officers to avoid complacency, to keep our officers and citizens safe as well as to reduce civil liability to the Town.

Dispatcher Stephanie Criss and Dispatcher Tara McKinlay attended the New Hampshire Emergency Dispatchers Association conference in April. This training covered numerous topics related to the field of emergency dispatching. Topics such as S.P.O.T.S updates, NCIC updates, dealing with hysterical callers, emergency dispatch for fire apparatus as well as numerous other topics. Again, it is critical that we continue to provide up to date training to reduce civil liability to the Town.

### **Parking Violations**

As reported earlier in this report, patrol officers issued 54 parking tickets during the month of April.

In April, the Town Council unanimously voted to expand the permitted parking spaces that are currently owned by the Town.

The winter parking ban is no longer in effect.

### **Motor Vehicle Accidents**

During the month of February, we responded to 10 motor vehicle accidents.

### **Fleet**

All cars in the fleet are in good working order and are continuously maintained by the officers as well as Auto Excellence. Officers do their very best to maintain the professional image of our cruisers however, salt and sand does make this task difficult.

On April 19<sup>th</sup>, the Town Council approved the purchase of a new police SUV to replace a 2011 Ford sedan. I have placed the order for the new cruiser and anticipate it being delivered by July 1. I am hoping that this vehicle will be up and running by mid to late July.

During the April 19<sup>th</sup> meeting Councilor Bowden asked what the Town would be doing with the old car we are replacing. I had a conversation with Chief Malasky regarding this. Chief Malasky is intending on taking this vehicle to replace an even older Crown Victoria that is used by his staff at the fire department.

### **Police Station Maintenance:**

The Department of Buildings and Grounds have done a fantastic job keeping up with the floors and overall image of the facility.

A major issue that needs to be addressed prior to the summer months approaching is the upstairs air conditioning unit which is the original unit installed at the time the PD was built in the early 1990's. This air conditioner failed last summer and made for very uncomfortable and unhealthy working conditions for my employees. Thermo Dynamics have been to the PD on several occasions to "charge" the system however, this fix appears to only last for a few days at a time. I have spoken with Buildings and Grounds and they are aware this issue. It is my hope that monies from the CIP will be obtained to replace this air conditioning unit without delay.

### **Drug related issues**

During the month of April we did not respond to any opiate related overdoses!!!

Officers still continue to seize illegal drugs as well as drug related paraphernalia throughout the course of their duty.

On April 29<sup>th</sup>, we participated in a national "drug take back day" sponsored and funded by the DEA. This "drug take back day" was even more successful than the last one we participated in six months ago. I am happy to report that we collected and filled 6 large boxes of unused prescription drugs which were turned over to the DEA the following day for incineration.

The police department's culture with regards to the opiate epidemic has evolved from "arrest and incarcerate" to "intervene and assist with recovery" when it comes to individuals who are addicted to opiates. It is my personal and professional belief that we cannot arrest our way out of this epidemic.



Even if we tried that route, the cost to the taxpayers would be astronomical. Furthermore, the county jails and the state prison could not house all arrested "users". With that being said, we will **NOT** tolerate anyone who sells, distributes or dispenses any of this poison that is in our community. If anyone is caught selling, distributing or dispensing narcotics we will prosecute them to the fullest extent of the law.

We continue to be involved with Newmarket's Alliance for Substance Abuse Prevention as well as Safe Harbor Recovery Center in Portsmouth. We have had much success in getting a number of individuals the assistance they need to deal with substance misuse.

### **Miscellaneous**

On April 9<sup>th</sup>, the Great Bay Half Marathon took place once again here in Newmarket. Fortunately the weather was perfect conditions for all who participated. The Police Department was once again tasked with keeping all runners, event coordinators, spectators as well as motoring public safe during this event. Main Street was shut down for approximately 5 hours as traffic was redirected towards back streets. I am pleased to say that we did not experience any issues out of the ordinary during this event. Our dispatch center received zero complaints throughout the day. Credit should be given to the event coordinators and all of the volunteers who helped make this a successful event which attracts over a thousand runners and spectators to our community. Public works should also be credited for assisting with barricades, signage and for preparing the downtown area prior to the event.

The Newmarket ASAP in conjunction with the Police Department is planning a community event to be held on August 12<sup>th</sup> from 5:00 PM to 8:00 PM. This event has been named "**NEWMARKET NIGHT OUT**" and will be held at the Newmarket Community Center and ball fields. This event focuses on drug prevention awareness as well as an opportunity to strengthen neighborhood spirit and police-community partnerships. We plan to have local musicians perform live music for entertainment, a three point shootout, food and drinks (non-alcoholic) as well as other activities for children of all ages. More information will be forthcoming.

SERT callout. On April 10<sup>th</sup> at approximately midnight, NPD officers attempting to serve and enforce a court ordered restraining order were confronted with an extremely dangerous situation, an armed subject refusing to comply with the restraining order. (I CAN NOT GET INTO THE DETAILS AS THIS CASE HAS NOT YET BEEN ADJUDICATED) The Seacoast Emergency Response Team (SERT) was contacted. A command post was set up in a secure location by means of the Seacoast Fire Chief's Command Vehicle. One of SERTS crisis negotiators made contact with this individual and conversed with him for nearly 2 hours. At approximately 4:50 am, this individual surrendered to law enforcement. Not one single person was injured during this event. I am very pleased with the outcome of this crisis. We will continue to be an active participating community with the Seacoast Emergency Response Team.

### **Fiscal Year 2017 Budget:**

We are 10 months through fiscal year 2016-2017. We are expected to be in line with the projected budget. We have expended 74.9% of the 2016-2017 operating budget.

**POLICE**

<b>Budget</b>	<b>MTD Transactions</b>	<b><u>FISCAL YEAR 2017</u></b>	<b>Balance Year</b>	<b>% Spent</b>
		<b>YTD Transactions</b>		
1,322,707.00	94,821.36	963,298.54	359,408.46	73%

<b>Budget</b>	<b>MTD Transactions</b>	<b><u>FISCAL YEAR 2016</u></b>	<b>Balance Year</b>	<b>% Spent</b>
		<b>YTD Transactions</b>		
1,308,012.00	91,273.89	985,730.24	322,281.76	75%



## **Fire and Rescue Department**

- For the month of April the department responded to 84 calls for service, of those 57 were medical calls, transporting 37 patients to area hospitals. The ambulance responded to Newfields for four medical calls, transporting two patients. The Tanker responded to Lee for station coverage. The Mobile Command truck was request by the police department for a standoff on Norton Woods. There was a small woods fire on Bay Road. The wet conditions have been keeping the fire danger very low considering this is the busy season for us. The boat was requested by Stratham for a search on Great Bay, the units were cancelled before deployment
- Andy Carroll will be leaving us for a position with Hooksett Fire. Andy has been with us since 2012. He was a great employee and will be missed. We wish him good luck with his new endeavors.
- Carfentanil has become a big concern for emergency responders this month. It has shown up in New Hampshire with very deadly consequences. We have updated our protocols for responses to overdoses to protect emergency responders.
- 
- The new ballistic vests that were purchased through a grant from the state have come in. They will be put into service after everyone has been trained on how to use them.
- I have attached charts with activity reports for the month of April.

### **FIRE**

<b><u>FISCAL YEAR 2017</u></b>					
<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>	
358,762.00	28,503.10	275,068.23	83,693.77	77%	

<b><u>FISCAL YEAR 2016</u></b>					
<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>	
334,185.00	30,835.05	299,712.27	34,472.73	90%	

# Newmarket Fire & Rescue

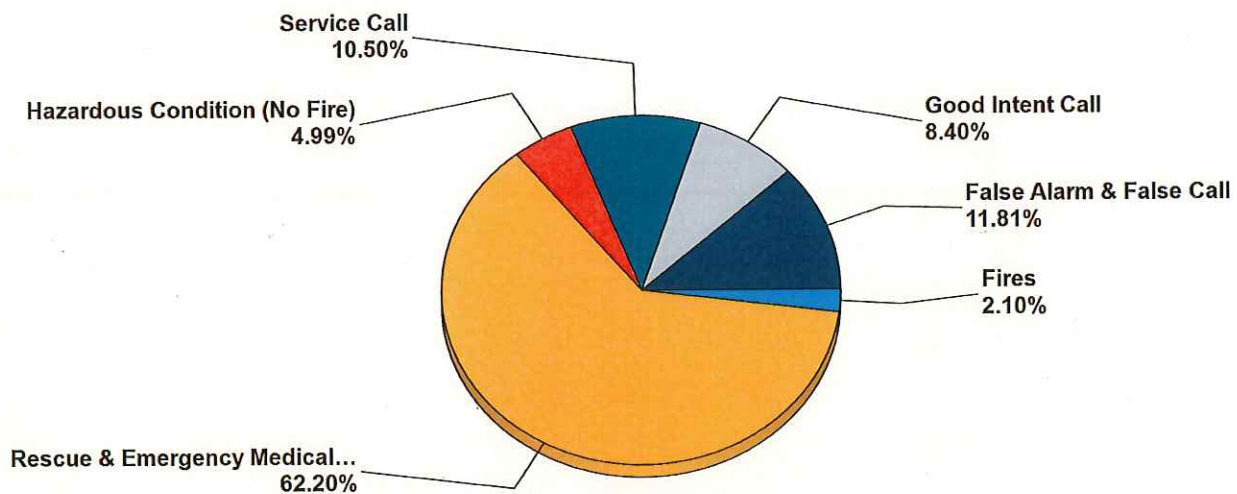
Newmarket, NH

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2016 | End Date: 04/30/2016



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	8	2.10%
Rescue & Emergency Medical Service	237	62.20%
Hazardous Condition (No Fire)	19	4.99%
Service Call	40	10.50%
Good Intent Call	32	8.40%
False Alarm & False Call	45	11.81%
<b>TOTAL</b>	<b>381</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	0.52%
113 - Cooking fire, confined to container	2	0.52%
114 - Chimney or flue fire, confined to chimney or flue	1	0.26%
140 - Natural vegetation fire, other	2	0.52%
142 - Brush or brush-and-grass mixture fire	1	0.26%
311 - Medical assist, assist EMS crew	1	0.26%
320 - Emergency medical service, other	10	2.62%
321 - EMS call, excluding vehicle accident with injury	206	54.07%
322 - Motor vehicle accident with injuries	10	2.62%
324 - Motor vehicle accident with no injuries.	8	2.10%
353 - Removal of victim(s) from stalled elevator	1	0.26%
381 - Rescue or EMS standby	1	0.26%
410 - Combustible/flammable gas/liquid condition, other	1	0.26%
411 - Gasoline or other flammable liquid spill	2	0.52%
412 - Gas leak (natural gas or LPG)	1	0.26%
413 - Oil or other combustible liquid spill	1	0.26%
424 - Carbon monoxide incident	5	1.31%
440 - Electrical wiring/equipment problem, other	1	0.26%
441 - Heat from short circuit (wiring), defective/worn	1	0.26%
443 - Breakdown of light ballast	1	0.26%
444 - Power line down	4	1.05%
445 - Arcing, shorted electrical equipment	2	0.52%
500 - Service Call, other	2	0.52%
511 - Lock-out	2	0.52%
520 - Water problem, other	3	0.79%
522 - Water or steam leak	2	0.52%
531 - Smoke or odor removal	1	0.26%
550 - Public service assistance, other	1	0.26%
551 - Assist police or other governmental agency	5	1.31%
553 - Public service	1	0.26%
554 - Assist invalid	6	1.57%
561 - Unauthorized burning	7	1.84%
571 - Cover assignment, standby, moveup	10	2.62%
600 - Good intent call, other	8	2.10%
611 - Dispatched & cancelled en route	20	5.25%
631 - Authorized controlled burning	1	0.26%
632 - Prescribed fire	1	0.26%
651 - Smoke scare, odor of smoke	1	0.26%
652 - Steam, vapor, fog or dust thought to be smoke	1	0.26%
700 - False alarm or false call, other	3	0.79%
715 - Local alarm system, malicious false alarm	1	0.26%
730 - System malfunction, other	3	0.79%
731 - Sprinkler activation due to malfunction	1	0.26%
733 - Smoke detector activation due to malfunction	1	0.26%
735 - Alarm system sounded due to malfunction	6	1.57%
736 - CO detector activation due to malfunction	7	1.84%
740 - Unintentional transmission of alarm, other	4	1.05%
743 - Smoke detector activation, no fire - unintentional	1	0.26%
745 - Alarm system activation, no fire - unintentional	17	4.46%
746 - Carbon monoxide detector activation, no CO	1	0.26%
<b>TOTAL INCIDENTS:</b>	<b>381</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

# Newmarket Fire & Rescue

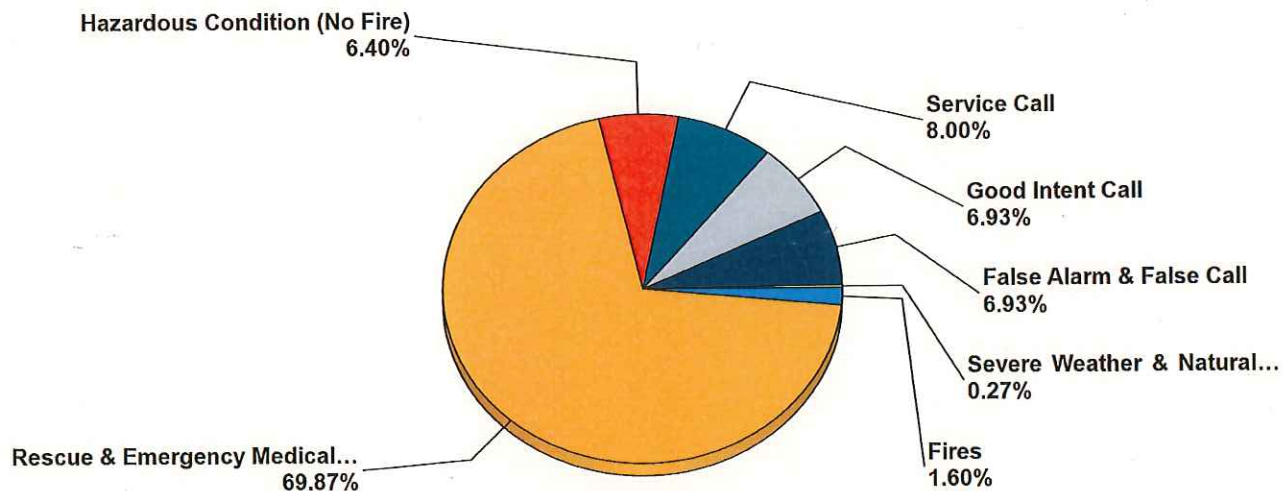
Newmarket, NH

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2017 | End Date: 04/30/2017



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	1.60%
Rescue & Emergency Medical Service	262	69.87%
Hazardous Condition (No Fire)	24	6.40%
Service Call	30	8.00%
Good Intent Call	26	6.93%
False Alarm & False Call	26	6.93%
Severe Weather & Natural Disaster	1	0.27%
<b>TOTAL</b>	<b>375</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.



### Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	0.27%
111 - Building fire	1	0.27%
113 - Cooking fire, confined to container	3	0.80%
142 - Brush or brush-and-grass mixture fire	1	0.27%
300 - Rescue, EMS incident, other	4	1.07%
320 - Emergency medical service, other	2	0.53%
321 - EMS call, excluding vehicle accident with injury	234	62.40%
322 - Motor vehicle accident with injuries	7	1.87%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.27%
324 - Motor vehicle accident with no injuries.	12	3.20%
360 - Water & ice-related rescue, other	1	0.27%
381 - Rescue or EMS standby	1	0.27%
400 - Hazardous condition, other	1	0.27%
410 - Combustible/flammable gas/liquid condition, other	1	0.27%
412 - Gas leak (natural gas or LPG)	2	0.53%
413 - Oil or other combustible liquid spill	1	0.27%
424 - Carbon monoxide incident	7	1.87%
440 - Electrical wiring/equipment problem, other	2	0.53%
444 - Power line down	9	2.40%
445 - Arcing, shorted electrical equipment	1	0.27%
500 - Service Call, other	2	0.53%
511 - Lock-out	3	0.80%
522 - Water or steam leak	1	0.27%
531 - Smoke or odor removal	1	0.27%
551 - Assist police or other governmental agency	7	1.87%
553 - Public service	1	0.27%
554 - Assist invalid	9	2.40%
561 - Unauthorized burning	1	0.27%
571 - Cover assignment, standby, moveup	5	1.33%
600 - Good intent call, other	4	1.07%
611 - Dispatched & cancelled en route	18	4.80%
622 - No incident found on arrival at dispatch address	2	0.53%
631 - Authorized controlled burning	1	0.27%
651 - Smoke scare, odor of smoke	1	0.27%
700 - False alarm or false call, other	2	0.53%
713 - Telephone, malicious false alarm	1	0.27%
731 - Sprinkler activation due to malfunction	1	0.27%
733 - Smoke detector activation due to malfunction	6	1.60%
735 - Alarm system sounded due to malfunction	1	0.27%
736 - CO detector activation due to malfunction	2	0.53%
743 - Smoke detector activation, no fire - unintentional	2	0.53%
745 - Alarm system activation, no fire - unintentional	7	1.87%
746 - Carbon monoxide detector activation, no CO	4	1.07%
813 - Wind storm, tornado/hurricane assessment	1	0.27%
<b>TOTAL INCIDENTS:</b>	<b>375</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

# Newmarket Fire & Rescue

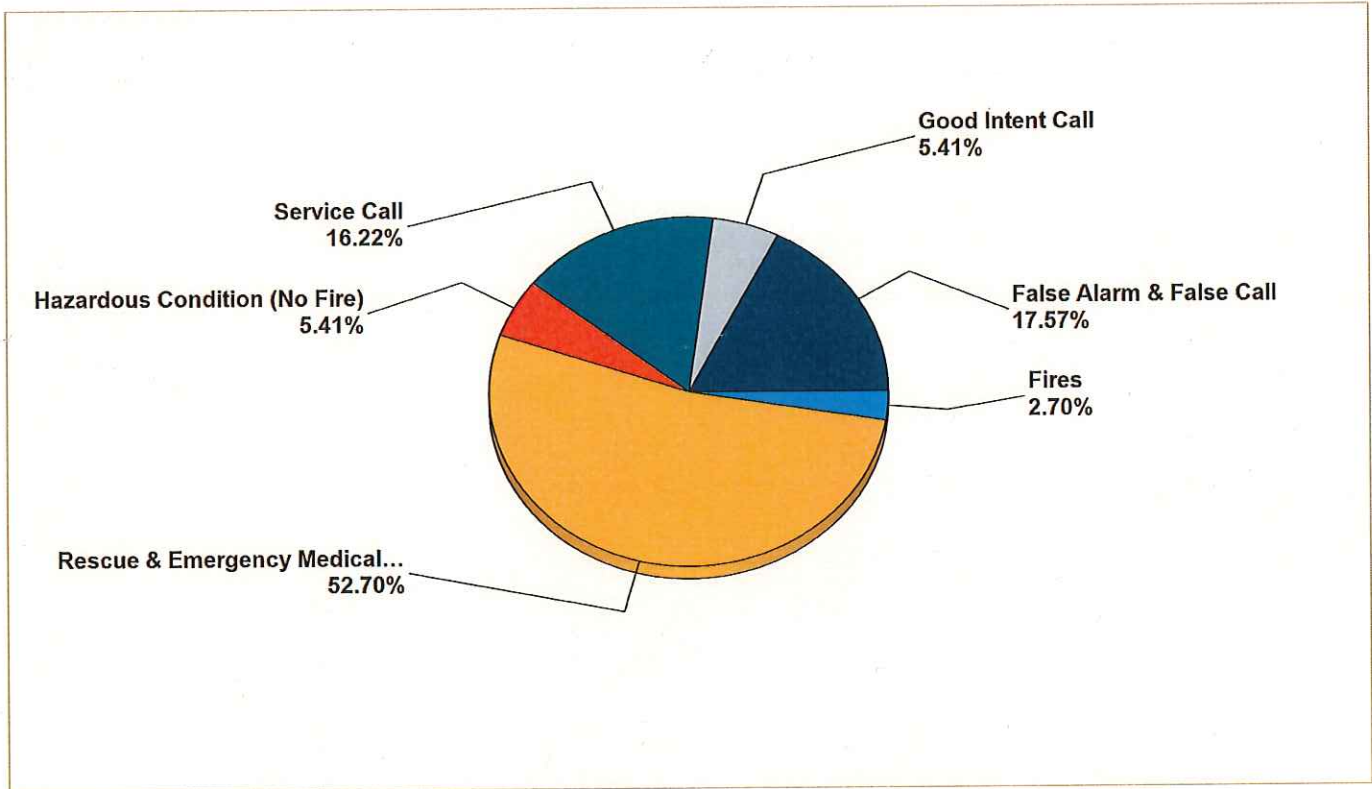
Newmarket, NH

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 04/01/2016 | End Date: 04/30/2016



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	2.70%
Rescue & Emergency Medical Service	39	52.70%
Hazardous Condition (No Fire)	4	5.41%
Service Call	12	16.22%
Good Intent Call	4	5.41%
False Alarm & False Call	13	17.57%
<b>TOTAL</b>	<b>74</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	1.35%
140 - Natural vegetation fire, other	1	1.35%
321 - EMS call, excluding vehicle accident with injury	38	51.35%
322 - Motor vehicle accident with injuries	1	1.35%
410 - Combustible/flammable gas/liquid condition, other	1	1.35%
440 - Electrical wiring/equipment problem, other	1	1.35%
443 - Breakdown of light ballast	1	1.35%
444 - Power line down	1	1.35%
500 - Service Call, other	1	1.35%
511 - Lock-out	1	1.35%
550 - Public service assistance, other	1	1.35%
551 - Assist police or other governmental agency	2	2.70%
561 - Unauthorized burning	6	8.11%
571 - Cover assignment, standby, moveup	1	1.35%
600 - Good intent call, other	1	1.35%
611 - Dispatched & cancelled en route	3	4.05%
715 - Local alarm system, malicious false alarm	1	1.35%
730 - System malfunction, other	3	4.05%
735 - Alarm system sounded due to malfunction	2	2.70%
736 - CO detector activation due to malfunction	3	4.05%
740 - Unintentional transmission of alarm, other	1	1.35%
745 - Alarm system activation, no fire - unintentional	3	4.05%
<b>TOTAL INCIDENTS:</b>	<b>74</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

# Newmarket Fire & Rescue

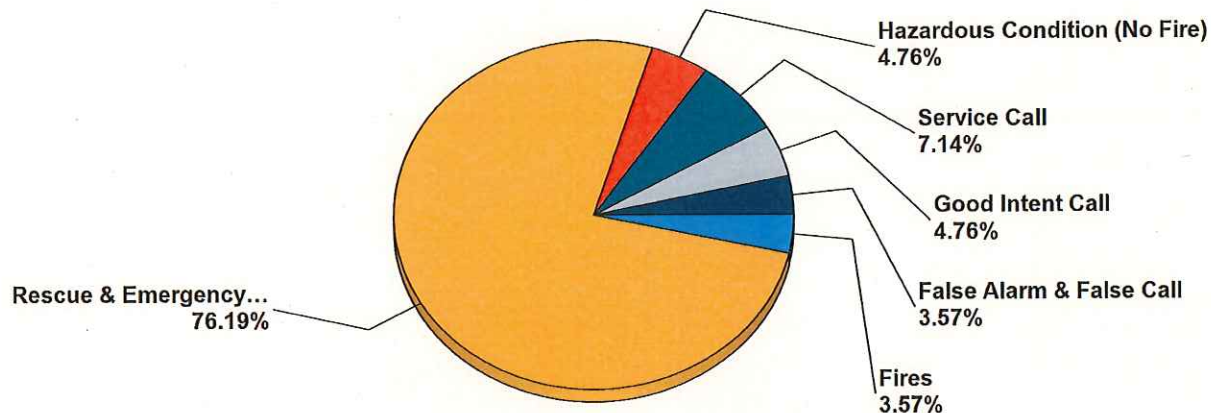
Newmarket, NH

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 04/01/2017 | End Date: 04/30/2017



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	3.57%
Rescue & Emergency Medical Service	64	76.19%
Hazardous Condition (No Fire)	4	4.76%
Service Call	6	7.14%
Good Intent Call	4	4.76%
False Alarm & False Call	3	3.57%
<b>TOTAL</b>	<b>84</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	1.19%
113 - Cooking fire, confined to container	1	1.19%
142 - Brush or brush-and-grass mixture fire	1	1.19%
300 - Rescue, EMS incident, other	1	1.19%
320 - Emergency medical service, other	1	1.19%
321 - EMS call, excluding vehicle accident with injury	57	67.86%
322 - Motor vehicle accident with injuries	2	2.38%
324 - Motor vehicle accident with no injuries.	2	2.38%
360 - Water & ice-related rescue, other	1	1.19%
410 - Combustible/flammable gas/liquid condition, other	1	1.19%
424 - Carbon monoxide incident	2	2.38%
445 - Arcing, shorted electrical equipment	1	1.19%
511 - Lock-out	2	2.38%
551 - Assist police or other governmental agency	3	3.57%
571 - Cover assignment, standby, moveup	1	1.19%
600 - Good intent call, other	1	1.19%
611 - Dispatched & cancelled en route	2	2.38%
622 - No incident found on arrival at dispatch address	1	1.19%
733 - Smoke detector activation due to malfunction	3	3.57%
<b>TOTAL INCIDENTS:</b>	<b>84</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

# Newmarket Fire & Rescue

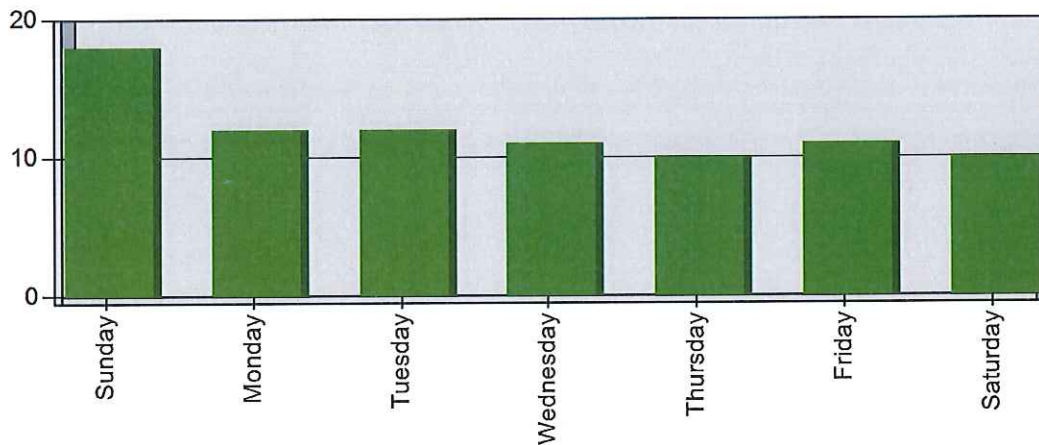
Newmarket, NH

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## Incidents by Day of the Week for Date Range

Incident Range: 100 | Start Date: 04/01/2017 | End Date: 04/30/2017



DAY OF THE WEEK	# INCIDENTS
Sunday	18
Monday	12
Tuesday	12
Wednesday	11
Thursday	10
Friday	11
Saturday	10
<b>TOTAL</b>	<b>84</b>



**EMERGENCY  
REPORTING**

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# Newmarket Fire & Rescue

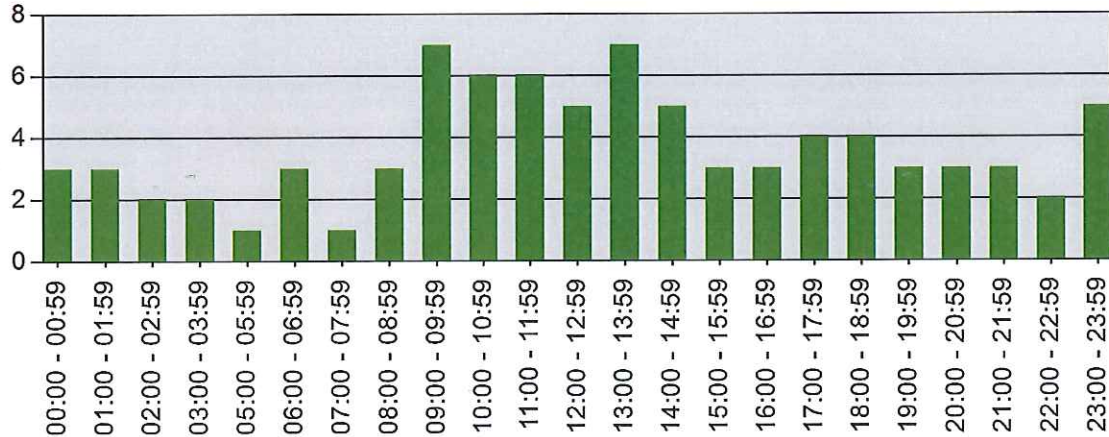
Newmarket, NH

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## Incidents per Hour for Incident Type Range for Date Range

Incident Range: 100 | Start Date: 04/01/2017 | End Date: 04/30/2017



Hour	# of CALLS
00:00 - 00:59	3
01:00 - 01:59	3
02:00 - 02:59	2
03:00 - 03:59	2
04:00 - 04:59	1
05:00 - 05:59	1
06:00 - 06:59	3
07:00 - 07:59	1
08:00 - 08:59	3
09:00 - 09:59	7
10:00 - 10:59	6
11:00 - 11:59	6
12:00 - 12:59	5
13:00 - 13:59	7
14:00 - 14:59	5
15:00 - 15:59	3
16:00 - 16:59	3
17:00 - 17:59	4
18:00 - 18:59	4
19:00 - 19:59	3

Only REVIEWED incidents included.



**EMERGENCY REPORTING**

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Doc Id: 898

Page # 1

HOUR	# of CALLS
20:00 - 20:59	3
21:00 - 21:59	3
22:00 - 22:59	2
23:00 - 23:59	5
<b>TOTAL:</b>	<b>84</b>

Only REVIEWED incidents included.



# Newmarket Fire & Rescue

Newmarket, NH

This report was generated on 5/1/2017 7:57:45 AM



## Incident Detail for Aid Given and Received for Incident Type Range for Date Range

Incident Type Range: 100 - 911 | StartDate: 04/01/2017 | EndDate: 04/30/2017

INCIDENT DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT
AID TYPE: Mutual aid given				
04/16/2017	2017-342	Sandy Point Discovery Center	360 - Water & ice-related rescue, other	1 - Station 1
04/17/2017	2017-349	20 George Bennett RD	571 - Cover assignment, standby, moveup	1 - Station 1

Percentage of Total Incidents: 2.38%

AID TYPE: Mutual aid received				
04/08/2017	2017-308	25 Bald Hill RD	321 - EMS call, excluding vehicle accident with injury	1 - Station 1

Percentage of Total Incidents: 1.19%

Displays all incidents with aid given or received, and excludes incidents with neither. Percentages calculated from total number of incidents for parameters provided. Only REVIEWED incidents included.



**EMERGENCY  
REPORTING**

emergencyreporting.com

Doc Id: 952

Page # 1

## **Public Works Department**

- All the winter equipment has been cleaned and put away for the season. The street sweeper has been out sweeping when the rain isn't hampering its operations. It has been some what challenging to sweep with all the rain. If it's raining too hard the sweeper doesn't pick up the material well and it makes more of a mess then good. Crews will soon start to paint all the crosswalks and parking lots.
- The paving bids have gone out and we will be looking for the town council to approve the bid at their June 7th meeting.
- We will be assisting the water department replacing several broken fire hydrants that are out of service around town. This work will take a week to complete and there should be no interruption to water service for residents.
- The New Road Drainage Project is at 80 percent design and in a holding pattern until we get through the permitting process. This will most likely take several months to complete. Underwood will continue to work with DES on the permitting but no further design work will be completed until we have approval for the new outfall.
- The seasonal employees have returned and have been busy getting the parks and town properties cleaned up from the harsh winter.
- Target Construction is still responsible for the crosswalks on Main Street. There has been some ongoing issues with several of the crosswalks. They have been working with the project engineer, Dubois-King, to fix the problems. Target will start finishing up the project in May. There is a large punch list of items that need to be finished and corrected.
- The North Main Street project being completed by NHDOT is progressing well. This project will be ongoing until November. There's nothing new to report other than to expect more delays as the crews get going.
- I have attached charts to show more detail on budget expenditures.

### **DPW ADMIN**

#### **FISCAL YEAR 2017**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
427,516.00	35,592.45	380,998.15	46,517.85	89%

#### **FISCAL YEAR 2016**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
417,347.00	31,427.45	326,530.14	90,816.86	78%

### **ROADS & SIDEWALKS**

#### **FISCAL YEAR 2017**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
330,970.00	14,707.24	242,780.02	88,189.98	73%

#### **FISCAL YEAR 2016**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
386,570.00	5,478.94	251,815.61	134,754.39	65%

### **STREET LIGHTS**

#### **FISCAL YEAR 2017**



Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
49,000.00	3,731.57	37,383.15	11,616.85	76%

**FISCAL YEAR 2016**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
46,250.00	4,110.85	38,489.56	7,760.44	83%

**BUILDINGS  
& GROUNDS**

**FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
482,233.00	47,214.21	368,195.55	114,037.45	76%

**FISCAL YEAR 2016**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
468,202.00	21,506.70	381,593.81	86,608.19	82%

**CEMETERIES**

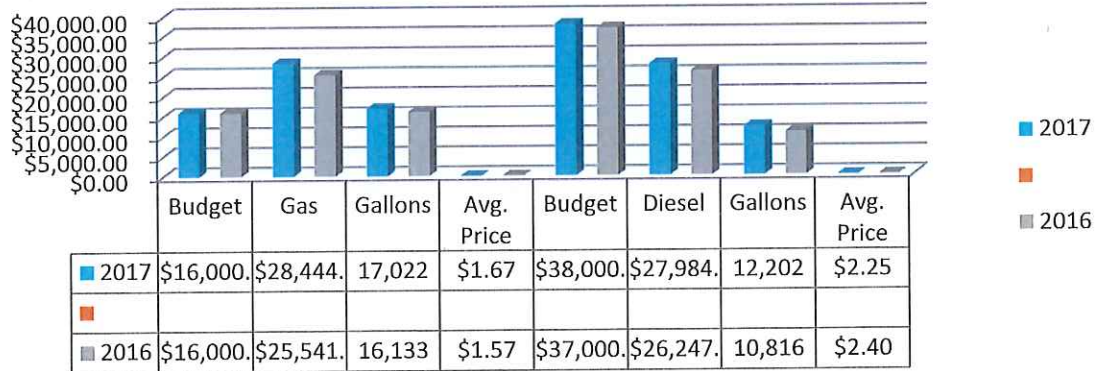
**FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
37,253.00	1,517.87	22,292.35	14,960.65	60%

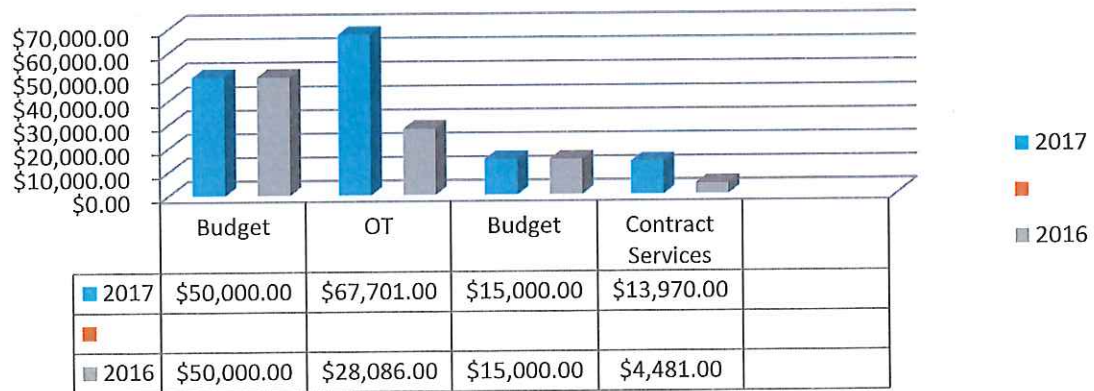
**FISCAL YEAR 2016**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
36,963.00	2,613.79	21,953.77	15,009.23	59%

## Public Works Department YTD Gas/Diesel

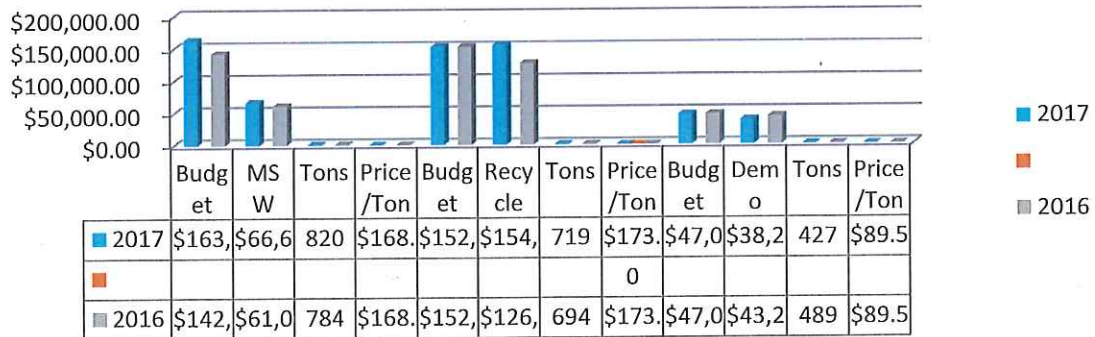


## Public Works Department YTD Overtime/Contract Services

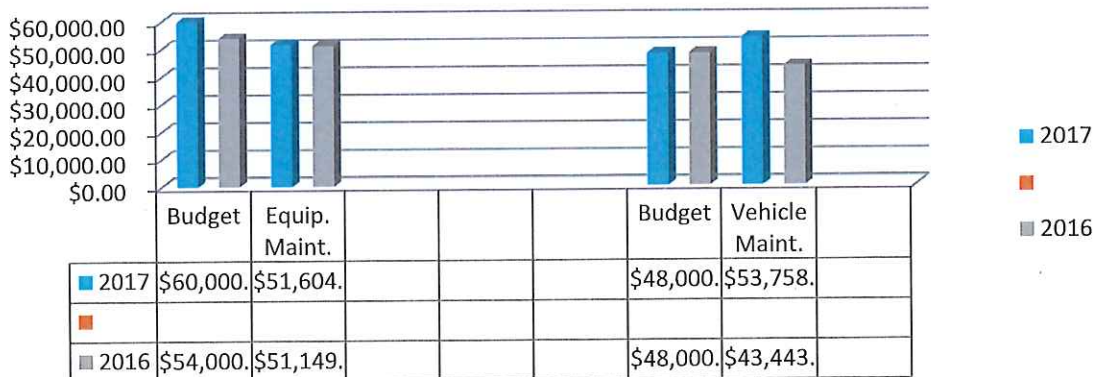




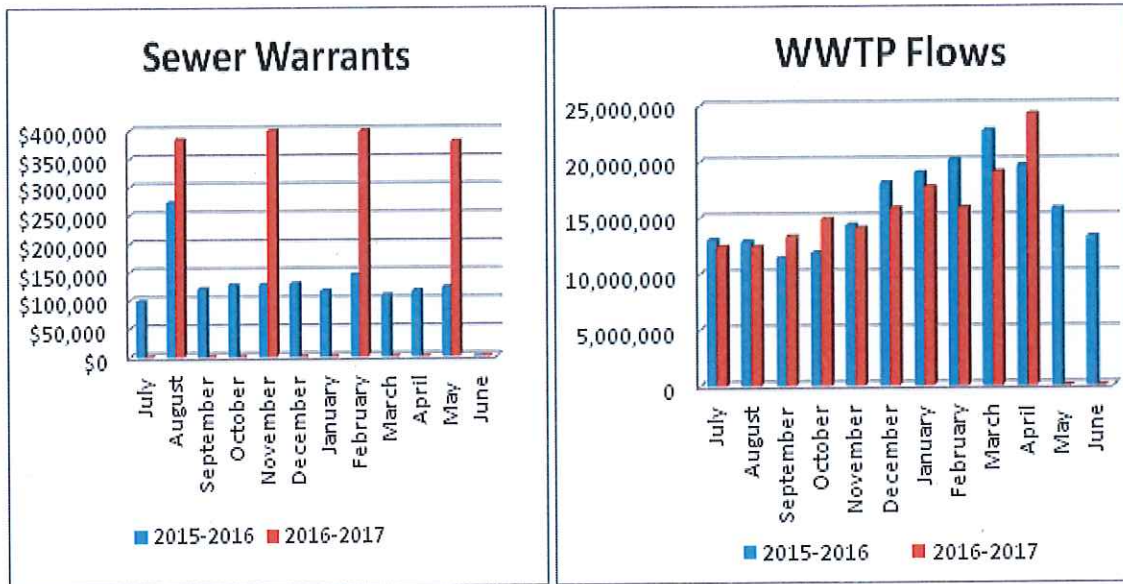
## Public Works Department YTD Solid Waste



## Public Works Department YTD Equipment/Vehicle Maintenance



## Environmental Services Department System Report



### Wastewater Treatment Facility Construction

#### Primary Digester:

The Environmental Services Department has begun the process of emptying the primary digester so it can be converted to a primary solids holding tank. The digester has approximately 120,000 gallons of solids that need to be processed from approximately 3% solids to 25% solids so it can be hauled off to the Turnkey Landfill. The solids must go to the landfill due to the plastics and other products they are in the solids.

We have had some problems with some valves that failed to operate properly, and with the polymer system that adds the polymer that is used to coagulate the solids. The problems have been fixed, and it should take the Department approximately 6 weeks to completely empty the primary digester. It would cost the Town approximately \$100,000 to have a private contractor to come in and empty the digester.

#### Construction:

The project completion date is July 30, 2017. The treatment process should start-up in June. The process start-up will require some seed material from another activated sludge plant. It will also take a significant effort to test and calibrate the pumps, probes, and monitoring equipment. Town personnel will be receiving training on the equipment and the process.



April-2017

Primary Operator Sean Greig

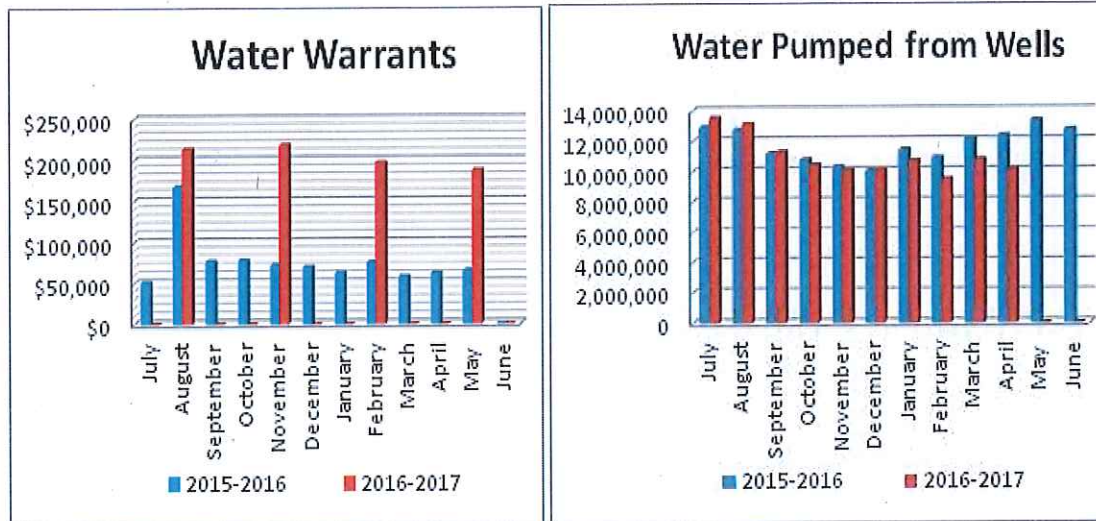
	Inf. Flow	Eff. Flow MGD			BOD		TSS		Nitrogen	PH		Fecal	Enter	Chlorine	
	MGD	Min	Max	Total	Inf.	Eff.	Inf.	Eff.		Inf.	Eff.	Colif.	ococci	Residual	
1	.7590	.35	1.7	.8660						7.5	7.2	5	70	0.00	0.00
2	.9620	.40	2.3	1.1330						7.5	7.2	1	57	0.00	0.00
3	.9430	.48	2.2	1.0850						7.5	7.1	7	579	0.00	0.00
4	1.1360	.00	3.0	1.2840	251	36	230	31	23	7.5	7.1	2	1986	0.00	0.00
5	1.0540	.59	3.0	1.1710		25		33	23	7.4	6.9	2	980	0.00	0.00
6	1.3690	.00	3.0	1.5030						7.5	7.0	6	411	0.00	0.00
7	1.2000	.00	3.5	1.2860						7.3	6.7	2	75	0.31	0.12
8	.9920	.41	2.0	1.0620						7.2	6.9	1	501	0.00	0.00
9	.9920	.41	2.0	1.0620						7.2	7.1	2	85	1.13	0.00
10	.7330	.28	2.2	.8020						7.5	7.0	1	168	0.08	0.00
11	.7180	.28	1.9	.7700		26		28	35	7.6	6.9	4	168	0.00	0.00
12	.8230	.05	1.9	.7640		20		27	31	7.5	6.9	4	613	0.00	0.00
13	.5510	.04	1.8	.6070						7.5	7.0	5	6	0.79	0.00
14	.6040	.23	1.7	.7200						7.7	7.1	1	387	1.19	0.00
15	.6250	.17	1.6	.7540						7.4	7.2	1	8	0.19	0.00
16	.6210	.20	1.7	.7260						7.5	7.0	<2	1	0.00	0.00
17	.5440	.15	1.4	.6000						7.8	6.9	<2	1	1.36	0.00
18	.5160	.10	1.4	.5710		33		31	31	7.8	7.1	<2	2	0.00	0.00
19	.5070	.10	1.6	.5680		33		39	32	7.8	7.2	<2	4	0.00	0.00
20	.4950	.18	1.4	.5650						7.9	7.1	<2	11	0.79	0.00
21	.5840	.20	1.7	.6690						7.9	7.1	<2	4	0.16	0.00
22	.5720	.20	1.6	.6330						7.7	7.2	<2	3	0.18	0.00
23	.5300	.18	1.5	.5810						7.7	7.1	<2	3	0.00	0.00
24	.4930	.20	1.4	.6010						7.8	7.1	<2	1	0.00	0.00
25	.5910	.00	1.7	.5620		29		27	33	7.7	7.2	<2	6	0.00	0.00
26	.7790	.35	1.9	.8349	210	25	240	29	37	7.6	7.1	<2	10	2.72	0.00
27	.8800	.27	2.1	.7230						7.6	6.9	4	13	0.00	0.00
28	.6620	.20	1.6	.6050						7.6	7.1	<2	12	2.11	0.00
29	.5800	.20	1.6	.5590						7.5	6.9	<2	9	0.06	0.00
30	.5640	.20	1.5	.5680						7.7	7.0	5	3	0.05	0.00

Average Wastewater Flow Discharged: 0.8067 Million Gallons/Day

Biochemical Oxygen Demand (BOD) Removal: 88%

Total Suspended Solids (TSS) Removal: 87%

Total Nitrogen (TN) Average Discharge: 30.6 mg/L



Gallons of Water Pumped into the water system for April 2017:

Bennett Well	2,278,440	22.46%
Sewall Well	3,407,015	33.59%
Macintosh Well	4,458,800	43.95%
Total Gallons	10,144,255	

#### Water Ban

The Town of Newmarket has recently developed and put into service a new water supply. The new water supply in combination with the spring rains has improved the groundwater levels at the Town's Bennett and Sewall wells. The new supply and the improved ground water levels have allowed the Town to go from a stage 4 to a stage 2 water ban.

## **STAGE 2**

### **Mandatory Odd/Even Outside**

#### **Watering**

The public is required to restrict lawn watering to every other day based on address and calendar day.

#### **EXAMPLE**

Even address      Even calendar day

Odd address      Odd calendar day

#### **NOTICE**

Hand held hoses may be used for flower and vegetable gardens plus shrubbery without hour and day restrictions. **(STAGE 2 and 3 ONLY)**

#### Lead and Copper Testing

The Water Department is required to perform lead and copper testing during the second quarter of this year. The Department is required to sample forty homes for lead and copper. The Department has sample 20 out of the required 40 homes. The homes that have been sampled have been below the lead and copper limits. We are currently having a difficult time finding homeowners that will volunteer to have their residence sampled for lead and copper. Volunteers will receive a one-liter bottle with a form



to fill out. They are required to fill the bottle from the tap first thing in the morning. It is the first draw. We want the sample of water to be the water that has sat in the pipes all night without any water use. The homeowner will fill out the time and date, and put the bottle on the front step to be picked up. We would prefer to sample the older homes.

**WATER**

**FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
932,813.00	15,609.85	727,353.03	205,459.97	78%

**FISCAL YEAR 2016**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
947,051.00	24,759.35	739,697.84	207,353.16	78%

**SEWER**

**FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
1,177,968.00	62,960.53	856,132.57	321,835.43	73%

**FISCAL YEAR 2016**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
1,101,437.00	50,956.66	824,802.77	276,634.23	75%

## Information Technology

1. I have almost completed researching a new document management system that will be able to provide easy access for citizens and ease of use for Town employees. I expect to begin implementation shortly after the start of the new fiscal year, barring any issues I may not have hit upon yet. So far, the test system is doing well and requires just minimal tweaks to get it to where we need it to be.
2. Tim Cremmen, our Channel 13 Station Manager, has begun the process of simplifying the studio. He has removed one rack of equipment, so instead of four racks, we are down to three! It's a positive start!
3. Replaced some old PCs and a printing station at Police. Some of the older PCs had got so slow, they were just about unusable. Of course, with Windows 10 on them, we should be right back at the same point in short order. Hopefully not, as they are pretty top-end machines.
4. Implementing some big changes at the Rec Dept., not the least of which is the change in leadership. Also have started scoping out and doing some early work on a new camera system for the facility. Also had a phone failure at the Front Desk, I was able to steal a phone from another station that was not being used and get things back to normal.
5. With the rollout of Google Apps, we have been able to make available a lot of information that either usually required us to email to everyone, or people had to come pick up paper copies. I can see this solution working for feeding citizen forms out as well. I was also able to shut down the old email server, so one less server to backup and replace.
6. Cleaned up a bunch of old folders for one department and plan to have a "town wide shredding day" where we can permanently delete those documents we no longer need to store. It is amazing to see the amount of paperwork we are required to keep according to NH Law. Any that we can legitimately get rid of is a good thing.
7. With the construction of the new Wastewater Plant coming along quickly, we hope to roll out a new and improved monitoring system that can monitor the plant and the wells in Town. The current system is somewhat piecemeal; it will be good to have a unified and modern system.
8. I need to replace the main battery backup system at Town Hall. Currently even a one-second power drop causes everything to be lost for about five minutes. May have to do this on a weekend to minimize impact.
9. With some of the server consolidation I have completed, it may be more expedient and cost effective to run two virtualized setups. In this way, if one ever went down, the other one just takes over. Recovery is almost instant, and the costs should actually be less since I would purchase less hardware. This is still in the early phase, but I feel like it is something we can achieve in the near future.

### IT

		<u>FISCAL YEAR 2017</u>			
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent	
135,558.00	8,144.93	117,203.07	18,354.93	86%	

### FISCAL YEAR 2016



<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
131,752.00	8,346.38	107,539.37	24,212.63	82%

## **Office of Building Safety, Health and Zoning Compliance**

### **Previous Month Activities**

<b>Permits Issued</b>		<b>Revenue</b>	<b>Notes</b>
Building	11	\$3727	
Electrical	11	\$670	1 Paid With Building Permits
Plumbing	3	\$0	3 Paid With Building Permits
Mechanical	9	\$395	3 Paid With Building Permits
<b>Total</b>	<b>22</b>	<b>\$4792</b>	

**FYTD Revenue \$72,926**

### **Additional Activities**

- Conducted 42 regular construction inspections
- Again, met with Brian Kruczek in attempt to reduce the number of complaints we receive on the Kruczeks Garage property
- Attended Strafford Metropolitan Planning Organization Technical Advisory Committee Meeting
- Conducted compliance inspection on Boulder Heights Conservation Subdivision
- Attended Newmarket Business Association meetings
- Investigated and acted upon three zoning complaints
- Worked on Sidewalk Cafe License Compliance
- Assisted attorney with land-use variance and special exception for non-compliant accessory dwelling unit



- Assisted business owner interested in moving his business to Newmarket with land-use approvals

**BUILDING  
INSPECTION**

**FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
69,755.00	5,523.46	57,442.47	12,312.53	82%

**FISCAL YEAR 2015**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
67,253.00	5,613.22	57,695.18	9,557.82	86%

## **Town Clerk - Tax Collector**

### **TAXES**

Total Committed 2016	\$18,454,468	Tax 1 & Tax 2
Total Collected thru 4/30/17	\$18,530,446	Principal & Interest

### **TAX LIENS**

	2016 Liens <i>(Deed 2019)</i>	2015 Liens <i>(Deed 2018)</i>	2014 Liens <i>(Deed 2017)</i>
Property Tax Amount Liened	209,621	196,946	209,291
W/S Amount Liened	0	66,195	71,925
# Properties Liened	69	93	111
Uncollected thru 4/30/17	180,328	139,905	46,502

### **WATER & SEWER (1/1 THRU 4/30/17)**

	<u>2017</u>	<u>2016</u>
Water Billed	199,134	259,518
Sewer Billed	402,286	487,647
Uncollected thru 4/30/17	53,609	105,445

### **TOWN CLERK REVENUE (7/1/16 thru 4/30/17)**

	<u>Year End 6/30/17</u>	<u>Year End 6/30/16</u>	
Motor Vehicle (MV)	1,211,710	1,151,553	5.22% increase
Town "non-MV"	105,640	105,734	0.09% decrease
State NH (MV, Vitals, Boats, Dogs)	419,069	424,020	1.17% decrease

- Motor vehicles still on the upswing
- Daily activity steady
- Dog Licenses Due April 30th
  - Approx. 1300 dogs total; 757 licensed as of April 30th
- 2016 Lien Date: April 6, 2017
- 2014 Deed Date: June 8, 2017
  - Impending deed notices mailed April 27th (12 properties)



**TOWN  
CLERK**

**FISCAL YEAR 2017**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
176,442.00	13,715.27	138,332.48	38,109.52	78%

**FISCAL YEAR 2015**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
162,270.00	13,606.18	133,114.74	29,155.26	82%

## **Planning Department**

### **Planning Board Activities**

#### ***Status of approved applications of the Planning Board:***

**Rockingham Golf, LLC (a.k.a. Chinburg Builders, Inc.)** is developing a residential open space design subdivision, involving 52 house lots, at the site of the Rockingham Country Club at 200 Exeter Road. The development, "Rockingham Green", envisions the existing golf course, to remain open to the public, and the adjacent wetlands to be preserved as open space. Construction activity has moved along expeditiously at the site. Road construction is nearly complete with only the overlay to be completed. A performance guarantee has been posted in the amount of \$106,000 to assure final completion of the road and all related infrastructure improvements. The developer has received Certificates of Occupancy (COs) for thirty-three (33) homes in the development. Eight (8) homes have building permits open and are currently under construction. The subdivision is over 63% built-out.

**Newmarket Industrial Park Lot 6, LLC/Shearwater Investment Corporation** – The owners of the Industrial Park have recently purchased parcels which front on Route 108 in order to create two new industrial sites. The conceptual plan includes a revision to the site plan which was previously approved by the Planning Board at 2 Forbes Road. Instead of a 24,000 square foot addition, they are proposing a 12,000 square foot expansion. Also, the plan involves the development of two new industrial buildings and associated parking. As part of this project, the intersection of Forbes Road and Route 108 will be improved with a right turn lane and larger turning radii which will be coordinated with the NH Department of Transportation (DOT). The project is still under final review by the NH DOT, however, agreement has been reached between the Developer and State with respect to widening the Route 108 roadway which should appreciably improve safety at the intersection. The project received conditional approval at the November 15, 2016 Planning Board meeting. The applicant will be coming before the Planning Board on May 9 to extend the time frame for complying with the conditions of approval for another six (6) months. Although the project has received conceptual approval from the NHDOT, the formal Driveway Permit has yet to be issued.

**Hayden Place** - Residential Open Space Development at 74 Bald Hill Road being developed by Chinburg Builders, Inc. The Planning Board approved a special use permit for this project in 2014. The project involves the construction of ten (10) single family homes and 650 feet of roadway at the foot of Bald Hill with the adjacent lands preserved in perpetuity as open space. The twenty-one (21) acre open space tract has been conveyed to the Southeast Land Trust (SELT) which will maintain and act as stewards of the conservation land. Road construction has proceeded expeditiously with only the final overlay to be completed. A performance guarantee has been posted to assure the completion of road work to allow the issuance of building permits for the remaining houses. Certificates of occupancy for the first five (5)



homes have been issued and building permits have been issued for another two (2) homes in the development which are under construction. The subdivision is over 50% built-out.

**Jarib M. Sanderson** – Robin Realty Newmarket Trust/Tuck Realty Corporation filed an application for a Special Use Permit for a residential open space design subdivision involving 11 lots at 36 Dame Road, Tax Map U2, Lot 297, and Bay Road, Tax Map U2, Lot 320, both in the R1 Zone. The special use permit was conditionally approved by the Planning Board at its July 12, 2016 meeting following a site walk and review by the Technical Review Committee (TRC) of the Planning Board. A more detailed subdivision application was submitted in the August and was conditionally approved at the November 15, 2016 Planning Board meeting. The staff has completed negotiations regarding the development agreement. The plans were signed, pre-construction conference and construction was started during the week of April 10, 2017.

**Zoning Board of Adjustment** – The Board has received an application for a Special Exception from Section 32-234 of the Newmarket Municipal Code requested by Jack Dion and owner MaryAnn Standish to permit the conversion of an existing bedroom over a garage into a studio accessory apartment. The property is located at 14 Woods Drive, Tax Map U1, Lot 1-50, R-2 Zone. The application was conditionally approved at the Monday, April 24, 2017.

**Future Land Use Plan and Zoning Changes** – At its November 15, 2016 meeting, the Planning Board prioritized action items for implementing the recommendations of the Future Land Use Chapter. The top priority is to bring forward zoning changes for both the Continuing Care Retirement Community (CCRC) and Assisted Living Overlay District (ALO) that have been recommended by the Economic Development Committee (EDC). The Planning Board subcommittee met on December 7, 2016, January 4, February 3, and April 6, 2017 and to review reference materials related these housing concepts and other zoning changes. The Planning Board conducted a work session on April 11, 2017 on changes for economic development involving a new assisted housing overlay district, signage, and new requirements for subdivision signs. It is anticipated that these changes will be scheduled for a formal public hearing on May 9 and then advanced to the Town Council for consideration and adoption.

**FEMA Floodplain Maps and Ordinances-** The Federal Emergency Management Agency (FEMA) has sent the Town new Flood Insurance Rate Maps (FIRM). Whenever new maps are produced, communities, such as Newmarket, which are participating in the National Flood Insurance Program, are required to have ordinances in place which are compliant with federal regulations. The NH Office of Energy and Planning (OEP) has conducted a compliance review of our regulations and forwarded recommendations for updating our regulations. The Planning Board will need to make amendments to the zoning, subdivision and site review regulations to assure Newmarket's continued eligibility in the program. We have received word from the NH

OEP that there has been an appeal regarding the new flood plain maps. The deadline for adopting new maps and revising ordinances has been postponed until sometime in 2017. Copies of the new floodplain maps are available for public viewing in the Planning Office and have been posted on the Town's website. The Planning Board has set up a subcommittee to work with the Town Planner on these amendments for consideration at a future Planning Board meeting.

## **Special Projects**

**Route 108 Pedestrian Crossings:** At its May 4, 2016 meeting the Town Council authorized the Town Administrator to enter into a contract with Target Construction to complete the Downtown Pedestrian Crossing Improvement project. A copy of the engineering report and the most recent plans can be viewed electronically on the Town's website at [www.newmarketnh.gov](http://www.newmarketnh.gov). The RRFB (Rapid Reflecting Flashing Beacons) at the crosswalks for improved pedestrian safety have been installed. Milling and paving work is complete and other pedestrian signs have been installed. As of December 9, 2016 the project is "substantially complete". There is a final checklist of items, which will be addressed during the spring of 2017. Remaining items include the placement of 12 inch permanent pavement markers along the crosswalks and the replacement of epoxy for pavers, where necessary. The contractor has been called back several times to correct settling issues related to the crosswalks. A construction coordination meeting was held on May 4. The NH DOT is waiting for some items to be addressed by contractor regarding subcontractor payments, submission of a construction schedule, and payroll certifications before the contractor can proceed with the completion of work.

**Macallen Dam Feasibility Study:** At the 2015 Town Meeting, funding in the amount in \$50,000, was approved for the Macallen Dam Capital Reserve Fund. The Town issued a Request for Proposal (RFP) for engineering services which will look at the current stability of the dam as well as the option of raising the abutments in order to meet requirements to pass the 100 year flood. Engineering proposals from three (3) firms were received on October 2015. Awarding the contract for the stability analysis was placed on hold, while follow-up work on the hydraulic calculations was completed. The Town's consultant, Gomez and Sullivan (G&S), put together a technical memorandum regarding the design flows associated with increasing the capacity of the dam, which is one of the outstanding items in the NH DES Letter of Deficiency. The Town now has a more refined model in place to evaluate various dam modifications and repairs including increasing the height of the abutment walls to meet the required design flows. With the new model, the 100 year design flow is 9,824 cfs, with a water surface elevation of 33.61 feet at the dam with the gates closed.

At a June meeting with NH DES, it was clarified that if the Town just focuses on



improvements to the abutment walls, a stability analysis would only have to be completed on that aspect of the dam and not the entire dam structure which would result in reduced costs for the Town. Also, the breach analysis would not have to be re-done. The final draft of the summary report, including an updated model, was submitted by G & S to the Committee in July and has been approved by the New Hampshire Department of Environmental Services.

The Macallen Dam Study Committee had sought to clarify this issue before issuing a new Request for Proposals (RFP) for engineering services. The new RFP will have a more narrow focus than what was originally proposed to address raising the abutment walls adjacent to the Dam, as potential solution to the design capacity issue. The NH Dam Bureau has recommended that the new stability analysis look at multi wall heights in the event a higher wall will be needed in the future and that the condition of the right abutment wall be studied if any walls or earthened structures are going to be placed on them. A subcommittee has drafted a revised scope of work and will be meeting with the full committee on April 20, 2017. The RFP was issued during the last week in April, with proposals due on March 15. The committee will interview and negotiate a contract with the highest ranking consultant. It is anticipated this will be brought to the Town Council in June with the services of the consultant to be retained in early July 2017.

**MS4 Program** - Planning staff continues to monitor progress with respect to the MS4 program by attending the Seacoast Stormwater Coalition Meetings. The Coalition has organized a program to assist communities in the region with meeting the minimum NPDES permit requirements to help minimize costs and prevent the duplication of services at the local level for work tasks such as outreach, the bulk purchase of water quality monitoring equipment and shared contracting for laboratory work. Newmarket will be participating in this effort to help prepare the Town for the MS4 program. On January 18, 2017 EPA authorized the much-debated and highly anticipated General Permits for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4s) for New Hampshire. The effective date of the permits is July 1, 2018, which gives Newmarket more time than expected for setting up the program and for budget planning. Meanwhile, at the Town Council meeting on May 3, the Town Council vote unanimously to join the efforts of the NH Storm Water Coalition to appeal the MS4 permit that was issued by the Environmental Protection Agency.

**MRI Efficiency Report**—The Town Planner has been working with the Town Administrator toward implementing the recommendations of the report that pertain to Planning. These include looking at the feasibility of upgrading the Town's GIS technology, the updating and review of job descriptions in the Planning and Building Office, and possible expansion of staff and the shifting job responsibilities within the Department.



**PLANNING**

<u>FISCAL YEAR 2017</u>				
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
122,676.00	8,056.63	98,754.64	23,921.36	81%

<u>FISCAL YEAR 2016</u>				
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
129,153.00	8,593.77	93,479.98	35,673.02	72%

## **Finance Department**

### Department's primary function:

- Process accounts payable, payroll, and accounts receivables not under the control of the Tax Collector.
- Monitor human resources, fiscal budget, and financial analysis and forecasting.
- Providing financial assistance and analysis to Town Departments.

Essentially, we are the “fiscal watchdog;” however, we are mindful that we are simply a service organization to other departments and the Town’s elected leaders.

### Projects:

- In support of school bond applications, review of all town long-term debt outstanding and legal debt limits including authorized but unissued debt for water and sewer projects has been performed, Coordinated supporting information from planning and tax departments for Town portion of NH Municipal Bond Bank application.
- Meeting with Kennebunk Savings bank representatives to review cash account balances and collateral. The FDIC currently insures the first \$250,000 of the Town’s deposits at each financial institution, and balances over are insured by a collateral pool. Per 2016 audit, there was a portion not covered by the collateral pool, and the bank is providing the most economical solution to this issue.
- Meeting with Trustees of the Trust to update all supporting documents for voter approved funds. Additional meeting to review balances for pending student scholarships. All outstanding requests for funds from both town and school have been received. Transition from manual reconciliation to electronic portal is in process.
- Meeting planned with Library Director and Trustees to review fund balances. Update of investment accounts held by Trustees to be included as well as year-to-date actuals.
- A review of town employee benefits and collective bargaining agreements is in process. Looking for future efficiencies in service providers. Ensuring that premium notices match benefits offered.

### Economic Indicators

Final water and sewer bills are an indicator of real estate sales. The following are final water and sewer bills by month.

Month	FY 17	FY 16	Increase/ (decrease)	% Increase/ (decrease)	FY 15	Increase/ (decrease)	% Increase/ (decrease)
July	17	22	(5)	-22.73%	15	7	46.67%
August	10	11	(1)	-9.09%	10	1	10.00%
September	8	12	(4)	-33.33%	12	-	0.00%
October	17	11	6	54.55%	10	1	10.00%
November	14	12	2	16.67%	3	9	300.00%
December	6	8	(2)	-25.00%	9	(1)	-11.11%
January	8	16	(8)	-50.00%	5	11	220.00%
February	7	10	(3)	-30.00%	7	3	42.86%
March	6	10	(4)	-40.00%	7	3	42.86%
April	9	7	2	28.57%	8	(1)	-12.50%
May		12			14	(2)	-14.29%
June		17			19	(2)	-10.53%
Total	102	148	(17)	-11.49%	119	29	24.37%

MRI Report:

MRI identified two areas of improvement for the Finance Office with current updates follows:

1. "Paperless decentralized purchasing and invoice payment should continue to be a goal for the near future."

Update:

Held meeting with one software vendor to discuss system options and reviewed proposals previously obtained in 2014.--Web-based software system needed.

2. "Consolidation of the Town and School finance/business operations. In the absence of a successful consolidation the outsourcing of the payroll function should be considered."

Update:

In process-balancing priorities between school and town.

**FINANCE**

<u>FISCAL YEAR 2017</u>				
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
206,844.00	17,819.62	164,145.97	42,698.03	79%

<u>FISCAL YEAR 2016</u>				
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent



200,975.00	13,591.56	140,381.94	60,593.06	70%
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**HUMAN  
RESOURCES**

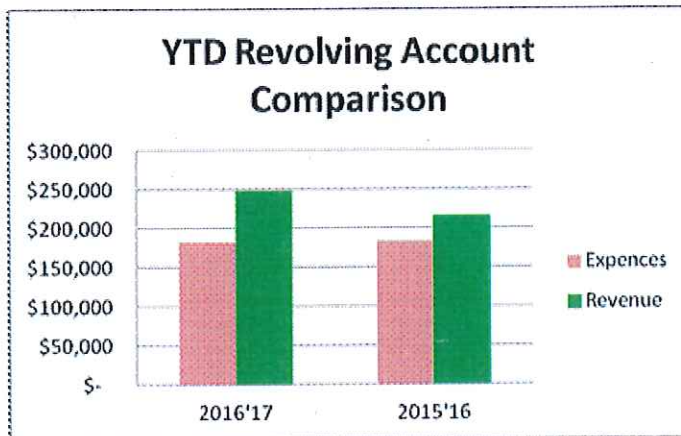
**FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
1,515,143.00	88,711.28	1,190,669.48	324,473.52	79%

**FISCAL YEAR 2016**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
1,371,879.00	85,858.73	1,147,382.41	224,496.59	84%

## Recreation



To date our *Revolving Account Revenue* is at \$247,326 collected which equates to 102% of our forecasted revenue budget. We are ahead of last year in revenue by \$32,280 which was only \$215,046. Again, the reason for this higher number than last year is the significant boost in revenue as Summer Camp registration filled up much faster this year and also because we decided to take on more campers this summer. Having said that, it's important to note that the revenue generated for these additional campers will be recorded in the current fiscal year, whereas, the expenses i.e. general expenses, payroll, bus transportation, etc... we will incur by adding these additional campers will be recorded in next year's fiscal budget.

**Revolving Account Expenditures:** To date we have currently expended 75% of our \$243,433 budget, as compared to 92% spent of last year's budget of \$199,670 at this same time. **General Fund Expenses** are LOWER at YTD as compared to last year by \$28,590.

### Personnel Report:

As of this report, we hope this will be the last time we state that we are one full-time salary position short since Jim's retirement. The Asst Recreation Director position was posted in April. We received many good applicants and initial interviews start the week of May 8, 2017. Much recognition and thanks to the amazing Rec Staff team that has continued to step up to the plate, doing things that they typically may not do while this transition of leadership takes place.

As reported last month our recruitment for summer seasonal staff is almost completed, offers have been made and we are in the process of doing the paperwork for all our summer staff. Also, as of the end of April, the Recreation Director became a Certified Youth Sports Administrator (CYSA). This certification allows the department to access many forms used on the national level, as well as, having access to the latest updates and standards in practice in regards to youth sports.

### Recreation Program and Community Events Report:

We had a great day for our Annual Easter Egg Hunt this year most likely because Easter was late in the year. It was one of our largest turnouts ever with around 80 (0-3 year toddlers), 75 (4 & 5 year olds), and about 125 kids (ages 6-12 years) all looking for eggs.



Our spring sports line up (T-ball, Spring Combine Flag Football, Mountain Biking), starts the 2<sup>nd</sup> week of May followed by the Annual Mommy & Me Tea which is always held on the Saturday before Mother's Day. For the most part all of our programs have lower than normal registration mostly due to the fact that we do not have the staff to effectively advertise and market all of them the way that we should be. Once we become fully staffed this should not be a problem. By now you should have all received an Evite for the Annual Rec Connect RECOgnition May Mixer (co sponsored with the NBA and Millspace) which will be held on Thursday, May 25<sup>th</sup> from 6pm-8pm. Although we stated in the last report we would be mailing out invitations, we opted to save money and chose to send the invite via Evite. It not only allows the recipient to RSVP by simply hitting a button, but allows the Rec to place the RECOgnition nomination ballot directly in the Evite. In addition, using Evite makes it much easier to track the incoming RSVP's. So far we have over 30 Community Leaders, made up of Newmarket organizations, Boards, Town Council, etc... RSVP "YES". We still have many who have not yet viewed the Evite and/or have viewed, but have not yet responded either way. This event has grown quite a bit in the last 5 years and it's an excellent way

for community networking while getting the latest communication updates in terms of events/programs offered in the community. It's also a perfect opportunity to acknowledge and RECOgnize a Newmarket organization, business, and community member who go above the call of duty in order to make a positive difference in this town.

As it was noted above, we were able to increase our numbers for summer camp from a 240 max number to 280 adding approximately 35 to 40 more spots. Many Newmarket parents were extremely happy that we made an effort to accommodate their children this summer. We still have a waiting list, but we have decided we do not want to jeopardize quality with quantity. Depending on how this summer goes with the additional numbers will determine if we increase numbers again next year.

On the horizon for summer we are excited to announce that we are almost all set for our Arts in the Parks Summer concert series and have booked 7 of the 8 bands for every Tuesdays starting July 11 – August 29, 2017. Save the Date for the Annual Fishing Derby on the Saturday before Father's Day, and August 19<sup>th</sup> for our Lamprey River Splash & Dash 3K & ½K Canoe, Kayak Race! The Rec is also excited to be directly involved in August 12<sup>th</sup> Newmarket's Night Out which you will be hearing more about later.

### **Sunrise Sunset 55+ Activity Center**

Red Sox Opening Day at Fenway kicked off the month at the Sunrise Center. We positioned everyone for good viewing of our 55" flat screen and watched the pregame through the final pitch of the Red Sox win. Larry Pickering staged a first pitch as the game began and the fun never stopped. Volunteer, Greg Thayer, grilled up hot dogs and sausages outside in the parking lot. We especially want to thank the Fire Dept. for loaning us their grill this year. It made a big difference to have food hot off the grill and everyone raved about how good everything tasted! We had donated raffle prizes to give away and other ballgame favorites to enhance the experience. We had 30 people at the event this year and we expect it to be even bigger next year as we would like to invite more town employees to stop in to eat and watch the game on their lunch hour.

Our trips this month included an evening outing to Marshwood High School in Eliot, ME to see a high school production of The Pajama Game and a supper stop at Alexander's on the way. Our gamblers once again had fun playing the slots and tables at Oxford Casino and the gourmands among us savored a delicious Italian meal at the UNH Culinary Department's 180 Blue Restaurant. The Sunrise Breakfast Club ventured to Brentwood for an early meal at Bessie's.

Our Tuesday Talk was presented by Newmarket resident, Henry Smith, a retired UNH French professor who took us on an armchair journey to Paris. The group of 15 people attending were treated to croissants and fruit salad as we watched the slideshow and listened to classic French music to really give the feeling of being in France.

The center had the honor of hosting the presentation of the Boston Post Cane to Newmarket's oldest resident, Irene Garland on April 20th. Irene has been a longtime member of the center and also participated on the steering committee, which was formed to establish the Sunrise Center. With the help of Wendy Chase, Dale Pike and Tony Weinstein the event was heartwarming and memorable for Irene and her family. Tim Cremmen filmed the event and we had a reporter and photographer attend from the Seacoast Media Group. A front-page article and several photos appeared in the Exeter Newsletter the following week.

Our 2<sup>nd</sup> Annual Yard Sale was a great success bringing in over \$500 through the sale of items, table rentals and a bake sale. We collected hundreds of donated items and we had 7 people rent tables to sell their own wares. The proceeds from the event will be used toward the cost of our community cookbook (see below).

The Sunrise Sunset Community Cookbook was published this month and is on sale at the center for \$10. The production costs of the cookbook were covered entirely through sponsorships and fundraising events (yard sale). The proceeds from the sale of the book will benefit the Memorial Garden and other special programming through the Sunrise Friends Account.

With the help of our volunteer gardener, Bob Sale, we prepared our vegetable beds with new soil and compost, which was donated by Aubuchon of Newmarket. We look forward to another successful growing season where we can provide fresh summer vegetables to our Sunrise members. We've also been hard at work preparing our new Memorial Garden to be unveiled on Memorial Day.

#### RECREATION

<u>FISCAL YEAR 2017</u>					
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent	
200,322.00	12,710.12	150,262.18	50,059.82	75%	

<u>FISCAL YEAR 2016</u>					
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent	
210,407.00	15,445.35	178,852.34	31,554.66	85%	

#### RECREATION REVOLVING

<u>FISCAL YEAR 2017</u>					
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent	

243,433.00	10,599.27	181,537.88	61,895.12	75%
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**FISCAL YEAR 2016**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
199,670.00	29,752.75	183,583.15	16,086.85	92%



Town of Newmarket, New Hampshire  
Revenue Report <sup>ab</sup>  
For the Period Ended April 30, 2017

Function	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2017					Fiscal Year 2016				
			Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected
Taxes (Real estate), land use, PILOT, interest on taxes			18,692,794.00	21,726.59	18,553,860.83	138,933.17	99%	17,915,011.00	17,679.15	18,015,474.36	-100,463.36	101%
Licenses, permit and fees			1,556,300.00	127,636.55	1,492,835.12	63,464.88	96%	1,556,300.00	119,934.42	1,391,343.11	164,956.89	89%
From State			659,414.00	35,500.59	696,034.84	-36,620.84	106%	657,223.00	38,751.67	661,359.06	-4,136.06	101%
Charges for Services			153,348.00	-11,012.60	128,923.10	24,424.90	84%	139,850.00	36,364.38	180,536.09	-40,686.09	129%
Misc.Rev. includes Int. Rev.			69,601.00	3,600.85	110,550.10	-40,949.10	159%	9,601.00	3,116.36	62,863.07	-53,262.07	655%
Fund Balance			500,000.00	0.00	500,000.00	0.00	100%	575,000.00	0.00	575,000.00	0.00	100%
Recreation			243,433.00	34,409.30	247,325.90	-3,892.90	102%	199,670.00	56,414.38	215,045.64	-15,375.64	108%
Solid Waste			230,000.00	12,535.65	208,647.10	21,352.90	91%	244,450.00	17,203.80	199,459.62	44,990.38	82%
Water			932,813.00	8,337.62	721,927.37	210,885.63	77%	947,051.00	71,902.62	809,949.08	137,101.92	86%
Sewer			1,159,007.00	2,070.37	1,214,067.24	-55,060.24	105%	1,080,753.00	120,216.10	1,298,563.85	-217,810.85	120%
<b>Total Revenues</b>			<b>24,196,710.00</b>	<b>234,804.92</b>	<b>23,874,171.60</b>	<b>322,538.40</b>	<b>99%</b>	<b>23,324,909.00</b>	<b>481,582.88</b>	<b>23,409,593.88</b>	<b>-84,684.88</b>	<b>100%</b>

Town of Newmarket, New Hampshire  
Revenue Report <sup>a b</sup>  
For the Period Ended April 30, 2017

Fiscal Year 2017							Fiscal Year 2016						
Function	Account Number	ACCOUNT DESCRIPTION	Month to Date		Year to Date Transactions	Balance Year	Percent Collected	Month to Date		Year to Date Transactions	Balance Year	Percent Collected	
			Budget	Transactions				Budget	Transactions				
	01-310-000-1001	REAL ESTATE TAXES	18,605,938.00	0.00	18,458,884.00	147,054.00	99%	17,858,168.00	0.00	17,877,132.68	-18,964.68	100%	
	01-310-000-1003	LAND USE CHANGE TAX	3,755.00	0.00	16,057.50	-12,302.50	428%	3,755.00	7,500.00	33,567.50	-29,812.50	894%	
	01-310-000-1004	YIELD TAXES	1,500.00	26.94	26.94	1,473.06	2%	1,500.00	0.00	0.00	1,500.00	0%	
	01-310-000-1005	PAYMENTS IN LIEU OF TAXES	19,175.00	0.00	23,225.66	-4,050.66	121%	23,601.00	0.00	39,679.59	-16,078.59	168%	
	01-310-000-1006	INTEREST & PENALTIES ON CURRENT PROP	27,000.00	14,770.37	34,882.40	-7,882.40	129%	27,000.00	3,094.46	22,644.24	4,355.76	84%	
	01-310-000-1007	REDEMPTION INTEREST	60,000.00	5,736.54	38,705.35	21,294.65	65%	79,000.00	5,687.11	40,939.36	38,060.64	52%	
	01-310-000-1008	EXCAVATION TAX	0.00	1,192.74	1,464.28	-1,464.28	0%	0.00	998.58	998.58	-998.58	0%	
	01-310-000-1010	OVERLAY	-24,574.00	0.00	-24,574.00	0.00	100%	-78,013.00	0.00	0.00	-78,013.00	0%	
	01-310-001-1006	INTEREST & PENALTIES ON OTHER TAXES	0.00	0.00	5,170.70	-5,170.70	0%	0.00	0.00	94.91	-94.91	0%	
	01-310-002-1011	LIEN COST RECOVERY UTILITIES	0.00	0.00	18.00	-18.00	0%	0.00	399.00	417.50	-417.50	0%	
Taxes (Real estate), land use, PILOT, interest on taxes			18,692,794.00	21,726.59	18,553,860.83	138,933.17	99%	17,915,011.00	17,679.15	18,015,474.36	-100,463.36	101%	
	01-330-000-1013	MV MAIL-IN FEES	0.00	657.00	6,114.00	-6,114.00	0%	0.00	580.00	5,963.00	-5,963.00	0%	
	01-330-000-1014	MV PERMIT, LOCAL CLERK & TRANSFER FEE	1,258,000.00	113,744.80	1,209,493.60	48,506.40	96%	1,258,000.00	109,584.40	1,148,850.51	109,149.49	91%	
	01-330-000-1015	MOTOR VEHICLE STICKERS	26,000.00	2,781.00	25,380.00	620.00	98%	26,000.00	2,562.00	25,252.85	747.15	97%	
	01-330-000-1016	BOAT REGISTRATIONS	3,000.00	1,013.20	2,734.64	265.36	91%	3,000.00	1,200.52	3,759.00	-759.00	125%	
	01-330-000-1017	MV TITLE FEES	3,000.00	350.00	3,388.00	-388.00	113%	3,000.00	392.00	3,424.00	-424.00	114%	
	01-330-000-1018	DOG LICENSES	0.00	2,435.50	5,169.00	-5,169.00	0%	0.00	1,078.00	3,985.00	-3,985.00	0%	
	01-330-000-1019	VITAL STATISTICS	0.00	325.00	5,143.00	-5,143.00	0%	0.00	398.00	5,118.00	-5,118.00	0%	
	01-330-000-1020	UCC'S	0.00	0.00	270.00	-270.00	0%	0.00	0.00	300.00	-300.00	0%	
	01-330-000-1022	POLICE - DOG ORDINANCE FINES	0.00	0.00	300.00	-300.00	0%	0.00	0.00	130.00	-130.00	0%	
	01-330-000-1023	Finger Prints Receipts	0.00	0.00	30.00	-30.00	0%	0.00	0.00	20.00	-20.00	0%	
	01-330-000-1024	BUILDING PERMITS	66,000.00	6,250.05	72,926.05	-6,926.05	110%	66,000.00	4,070.00	55,920.25	10,079.75	85%	
	01-330-000-1025	MISC LICENSES, PERMITS & Fees	50,300.00	80.00	853.33	49,446.67	2%	50,300.00	69.50	1,307.58	48,992.42	3%	
	01-330-000-1026	FRANCHISE RENEWAL AGREEMENT	150,000.00	0.00	161,033.50	-11,033.50	107%	150,000.00	0.00	137,312.92	12,687.08	92%	
Licenses, permit and fees			1,556,300.00	127,636.55	1,492,835.12	63,464.88	96%	1,556,300.00	119,934.42	1,391,343.11	164,956.89	89%	
	01-320-000-1012	HIGHWAY BLOCK GRANT	173,078.00	35,500.59	177,515.29	-4,437.29	103%	173,078.00	38,751.67	177,214.41	-4,136.41	102%	
	01-320-000-1014	MISC. GRANTS	25,137.00	0.00	28,443.00	-3,306.00	113%	23,414.00	0.00	19,535.00	3,879.00	83%	
	01-320-000-1015	MEALS AND ROOM TAX DISTRIBUTION	442,238.00	0.00	474,176.06	-31,938.06	107%	439,966.00	0.00	439,965.89	0.11	100%	
	01-320-000-1042	RAILROAD TAX	0.00	0.00	1,393.49	-1,393.49	0%	655.00	0.00	654.76	0.24	100%	
	30-320-000-1073	WASTEWATER - STATE REVENUE	18,961.00	0.00	14,507.00	4,454.00	77%	20,110.00	0.00	23,989.00	-3,879.00	119%	
From State			659,414.00	35,500.59	696,034.84	-36,620.84	106%	657,223.00	38,751.67	661,359.06	-4,136.06	101%	
	01-340-000-1025	POLICE SEX OFFENDER RECEIPTS	50.00	0.00	0.00	50.00	0%	50.00	0.00	0.00	50.00	0%	
	01-340-000-1027	PLANNING/ZONING RECEIPTS	2,000.00	104.00	5,667.00	-3,667.00	283%	2,000.00	2,988.00	10,943.00	-8,943.00	547%	
	01-340-000-1028	POLICE REPORT FEES	1,200.00	135.00	1,363.50	-163.50	114%	1,200.00	235.00	1,731.50	-531.50	144%	
	01-340-000-1031	AMBULANCE RECEIPTS	138,598.00	-12,926.60	106,663.53	31,934.47	77%	125,000.00	32,029.48	156,289.09	-31,289.09	125%	
	01-340-000-1034	FIRE DEPARTMENT RECEIPTS	5,000.00	0.00	930.00	4,070.00	19%	5,000.00	400.00	1,407.50	3,592.50	28%	
	01-340-000-1036	COURT RECEIPTS	1,500.00	0.00	1,244.07	255.93	83%	1,500.00	191.90	2,105.00	-605.00	140%	
	01-340-000-1043	PARKING TICKETS	0.00	1,475.00	11,055.00	-11,055.00	0%	0.00	280.00	6,480.00	-6,480.00	0%	
	01-340-000-1045	PARKING PERMITS	5,000.00	200.00	2,000.00	3,000.00	40%	5,100.00	240.00	1,580.00	3,520.00	31%	
Charges for Services			153,348.00	-11,012.60	128,923.10	24,424.90	84%	139,850.00	36,364.38	180,536.09	-40,686.09	129%	
	01-340-000-1037	COPIER REVENUE	0.00	0.00	57.50	-57.50	0%	0.00	0.00	85.50	-85.50	0%	
	01-340-000-1038	MISC. RECEIPTS	0.00	250.00	36,452.10	-36,452.10	0%	0.00	71.50	43,017.33	-43,017.33	0%	
	01-340-001-1034	FIRE DEPT. X-DETAIL RECEIPTS	0.00	1,015.00	1,015.00	-1,015.00	0%	0.00	1,044.00	1,696.50	-1,696.50	0%	
	01-340-002-1034	DPW DEPT. X-DETAIL RECEIPTS	0.00	1,260.00	1,260.00	-1,260.00	0%	0.00	918.00	1,150.00	-1,150.00	0%	
	01-340-051-1047	RECREATION FACILITY RENTAL	0.00	125.00	375.00	-375.00	0%	0.00	0.00	2,885.00	-2,885.00	0%	
	01-340-052-0000	SUNRISE SUNSET REVENUE	0.00	0.00	249.00	-249.00	0%	0.00	294.00	4,838.00	-4,838.00	0%	
	01-345-000-1044	HOUSING AUTHORITY	0.00	30.88	61.76	-61.76	0%	0.00	-9.97	0.00	0.00	0%	
	01-350-000-1046	SALE OF MUNICIPAL PROPERTY	0.00	0.00	55,941.13	-55,941.13	0%	0.00	0.00	0.00	0.00	0%	
	01-350-000-1047	RENT OF MUNICIPAL PROPERTY	3,600.00	275.00	2,825.33	774.67	78%	3,600.00	275.00	2,550.00	1,050.00	71%	
	01-350-000-1048	INTEREST ON INVESTMENTS	6,000.00	635.72	9,527.16	-3,527.16	159%	6,000.00	539.23	6,659.70	-659.70	111%	
	01-350-001-1105	TC/TC OVER AND UNDER	0.00	9.25	65.40	-65.40	0%	0.00	-15.40	-19.96	19.96	0%	
	01-360-000-0000	GF - MISCELLANEOUS REVENUE	60,001.00	0.00	2,720.72	57,280.28	5%	1.00	0.00	1.00	0.00	100%	
Misc.Rev. includes Int. Rev.			69,601.00	3,600.85	110,550.10	-40,949.10	159%	9,601.00	3,116.36	62,863.07	-53,262.07	655%	
	01-360-000-1054	FUND BALANCE USED	500,000.00	0.00	500,000.00	0.00	100%	575,000.00	0.00	575,000.00	0.00	100%	
Fund Balance			500,000.00	0.00	500,000.00	0.00	100%	575,000.00	0.00	575,000.00	0.00	100%	

Town of Newmarket, New Hampshire  
Revenue Report <sup>ab</sup>  
For the Period Ended April 30, 2017

Fiscal Year 2017							Fiscal Year 2016					
Function	Account Number	ACCOUNT DESCRIPTION	Month to Date		Year to Date Transactions	Balance Year	Percent Collected	Month to Date		Year to Date Transactions	Balance Year	Percent Collected
			Budget	Transactions				Transactions	Transactions			
Recreation	05-340-000-1058	RECREATION - REVENUE	243,433.00	33,862.00	240,252.81	3,180.19	99%	199,670.00	54,511.95	209,652.01	-9,982.01	105%
	05-340-000-1059	RECREATION - LIGHT USAGE	0.00	0.00	2,460.15	-2,460.15	0%	0.00	0.00	1,274.70	-1,274.70	0%
	05-340-052-0000	REC-SUNRISE SUNSET REVENUE	0.00	513.00	3,360.00	-3,360.00	0%	0.00	0.00	0.00	0.00	0%
	05-350-000-1048	RECREATION - INTEREST	0.00	34.30	252.94	-252.94	0%	0.00	21.18	152.68	-152.68	0%
	05-350-000-1049	REC - ADVERTISING RECEIPTS	0.00	0.00	1,000.00	-1,000.00	0%	0.00	0.00	2,085.00	-2,085.00	0%
	05-350-050-1058	RECREATION - BUS USAGE	0.00	0.00	0.00	0.00	0%	0.00	1,881.25	1,881.25	-1,881.25	0%
			243,433.00	34,409.30	247,325.90	-3,892.90	102%	199,670.00	56,414.38	215,045.64	-15,375.64	108%
	07-340-000-1067	SW - LANDFILL RECEIPTS	230,000.00	4,615.00	50,650.70	179,349.30	22%	244,450.00	3,965.00	49,023.01	195,426.99	20%
	07-340-000-1068	SW - GARBAGE BAGS	0.00	7,715.40	138,195.05	-138,195.05	0%	0.00	13,057.25	137,819.45	-137,819.45	0%
	07-340-000-1069	SW - RECYCLING BINS	0.00	150.00	1,230.00	-1,230.00	0%	0.00	170.00	1,430.00	-1,430.00	0%
Solid Waste	07-340-000-1070	SW - UNITED TECHNOLOGIES	0.00	0.00	15,523.51	-15,523.51	0%	0.00	0.00	10,881.15	-10,881.15	0%
	07-350-000-1048	SW - INTEREST	0.00	33.75	346.43	-346.43	0%	0.00	11.55	172.09	-172.09	0%
	07-360-001-0000	SW - MISC. REVENUES	0.00	21.50	2,701.41	-2,701.41	0%	0.00	0.00	133.92	-133.92	0%
			230,000.00	12,535.65	208,647.10	21,352.90	91%	244,450.00	17,203.80	199,459.62	44,990.38	82%
	20-310-000-1001	WATER - TAX REVENUE	932,813.00	760.99	634,309.49	298,503.51	68%	947,051.00	62,419.81	727,151.90	219,899.10	77%
	20-310-000-1006	WATER - INTEREST AND PENALTIES ON DEL	0.00	457.19	2,693.35	-2,693.35	0%	0.00	708.88	3,774.62	-3,774.62	0%
	20-330-000-1071	WATER - ENTRANCE FEES	0.00	0.00	16,000.00	-16,000.00	0%	0.00	2,000.00	11,000.00	-11,000.00	0%
	20-340-000-1072	WATER - JOB WORK	0.00	0.00	143.50	-143.50	0%	0.00	0.00	245.00	-245.00	0%
	20-350-000-1047	WATER - RENT OF MUNICIPAL PROPERTY	0.00	6,780.70	66,200.47	-66,200.47	0%	0.00	6,685.42	65,391.35	-65,391.35	0%
	20-350-000-1048	WATER - INTEREST	0.00	76.74	746.56	-746.56	0%	0.00	88.51	814.21	-814.21	0%
Water	20-350-021-1073	WATER - DEDUCT METER	0.00	262.00	1,834.00	-1,834.00	0%	0.00	0.00	1,572.00	-1,572.00	0%
			932,813.00	8,337.62	721,927.37	210,885.63	77%	947,051.00	71,902.62	809,949.08	137,101.92	86%
	30-310-000-1001	WASTEWATER - TAX REVENUE	1,159,007.00	863.39	1,188,604.23	-29,597.23	103%	1,080,753.00	116,702.09	1,268,610.64	-187,857.64	117%
	30-310-000-1006	WASTEWATER - INTEREST ON DELINQUENT	0.00	915.53	5,449.55	-5,449.55	0%	0.00	1,290.47	6,875.95	-6,875.95	0%
	30-330-000-1071	WASTEWATER - ENTRANCE FEES	0.00	0.00	17,000.00	-17,000.00	0%	0.00	2,000.00	18,000.00	-18,000.00	0%
	30-340-000-1038	WASTEWATER - OTHER MISC. REVENUE	0.00	0.00	624.70	-624.70	0%	0.00	0.00	0.00	0.00	0%
	30-345-000-1038	WASTEWATER - MISC. GRANTS	0.00	0.00	0.00	0.00	0%	0.00	0.00	3,213.00	-3,213.00	0%
	30-350-000-1048	WASTEWATER - INTEREST	0.00	291.45	2,388.76	-2,388.76	0%	0.00	223.54	1,864.26	-1,864.26	0%
			1,159,007.00	2,070.37	1,214,067.24	-55,060.24	105%	1,080,753.00	120,216.10	1,298,563.85	-217,810.85	120%
	Total Revenues		24,196,710.00	234,804.92	23,874,171.60	322,538.40	99%	23,324,909.00	481,582.88	23,409,593.88	-84,684.88	100%



Town of Newmarket, New Hampshire  
Expense Report <sup>a,b</sup>  
For the Period Ended April 30, 2017

Fiscal Year 2017							Fiscal Year 2016					
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used
Town Council			19,300.00	736.39	19,743.39	-443.39	102%	19,300.00	345.00	18,687.95	612.05	97%
Town Administrator			189,139.00	13,372.83	159,938.72	29,200.28	85%	176,994.00	11,973.32	167,657.35	9,336.65	95%
Finance			206,844.00	17,819.62	164,145.97	42,698.03	79%	200,975.00	13,591.56	140,381.94	60,593.06	70%
Human Resource			1,515,143.00	88,711.28	1,190,669.48	324,473.52	79%	1,371,879.00	85,858.73	1,147,382.41	224,496.59	84%
Town Clerk/Tax Collector			176,442.00	13,715.27	138,332.48	38,109.52	78%	162,270.00	13,606.18	133,114.74	29,155.26	82%
Recreation			200,322.00	12,710.12	150,262.18	50,059.82	75%	210,407.00	15,445.35	178,852.34	31,554.66	85%
Code Enforcement			69,755.00	5,523.46	57,442.47	12,312.53	82%	67,253.00	5,613.22	57,695.18	9,557.82	86%
Direct Assistance			41,343.00	4,204.34	21,729.04	19,613.96	53%	48,220.00	1,470.46	23,778.28	24,441.72	49%
Assessing			69,325.00	5,089.63	53,823.26	15,501.74	78%	63,900.00	4,958.18	49,503.17	14,396.83	77%
Legal			80,000.00	18,574.43	79,186.55	813.45	99%	80,000.00	56.92	64,345.82	15,654.18	80%
Planning			122,676.00	8,056.63	98,754.64	23,921.36	81%	129,153.00	8,593.77	93,479.98	35,673.02	72%
Conservation Commission			2,941.00	120.00	1,557.50	1,383.50	53%	1,941.00	93.75	1,973.12	-32.12	102%
Economic Development			2,500.00	0.00	1,284.95	1,215.05	51%	1,000.00	0.00	0.00	1,000.00	0%
Debt Services			129,759.00	0.00	129,758.32	0.68	100%	131,959.00	0.00	134,158.32	-2,199.32	102%
Information Technology			135,558.00	8,144.93	117,203.07	18,354.93	86%	131,752.00	8,346.38	107,539.37	24,212.63	82%
Channel 13			31,586.00	2,053.89	19,272.13	12,313.87	61%	30,387.00	1,785.83	22,171.83	8,215.17	73%
Police			1,322,707.00	94,821.36	963,298.54	359,408.46	73%	1,308,012.00	91,273.89	985,730.24	322,281.76	75%
Public Works			427,516.00	35,592.45	380,998.15	46,517.85	89%	417,347.00	31,427.45	326,530.14	90,816.86	78%
Roadways & Sidewalks			330,970.00	14,707.24	242,780.02	88,189.98	73%	386,570.00	5,478.94	251,815.61	134,754.39	65%
Street Lights			49,000.00	3,731.57	37,383.15	11,616.85	76%	46,250.00	4,110.85	38,489.56	7,760.44	83%
Building & Grounds			482,233.00	47,214.21	368,195.55	114,037.45	76%	468,202.00	21,506.70	381,593.81	86,608.19	82%
Cemetery			37,253.00	1,517.87	22,292.35	14,960.65	60%	36,963.00	2,613.79	21,953.77	15,009.23	59%
Vehicle			206,500.00	18,328.72	148,146.21	58,353.79	72%	197,700.00	5,295.88	149,070.40	48,629.60	75%
Fire & Rescue			358,762.00	28,503.10	275,068.23	83,693.77	77%	334,185.00	30,835.05	299,712.27	34,472.73	90%
Emergency Management			1,950.00	0.00	750.00	1,200.00	38%	1,950.00	0.00	1,742.00	208.00	89%
Grants			53,000.00	0.00	46,505.00	6,495.00	88%	69,300.00	0.00	30,770.00	38,530.00	44%
Social Service Grant			43,029.00	500.00	31,626.00	11,403.00	73%	43,429.00	0.00	36,429.00	7,000.00	84%
Capital Reserve			575,115.00	0.00	575,115.00	0.00	100%	512,949.00	0.00	512,949.00	0.00	100%
		General Fund	6,880,668.00	443,749.34	5,495,262.35	1,385,405.65	80%	6,650,247.00	364,281.20	5,377,507.60	1,272,739.40	81%
Library			314,704.00	20,985.86	333,349.97	-18,645.97	106%	314,033.00	22,349.94	251,928.59	62,104.41	80%
Recreation			243,433.00	10,599.27	181,537.88	61,895.12	75%	199,670.00	29,752.75	183,583.15	16,086.85	92%
Solid Waste			447,356.00	29,275.94	368,623.75	78,732.25	82%	443,981.00	37,366.74	328,700.77	115,280.23	74%
Water			932,813.00	15,609.85	727,353.03	205,459.97	78%	947,051.00	24,759.35	739,697.84	207,353.16	78%
Sewer			1,177,968.00	62,960.53	856,132.57	321,835.43	73%	1,101,437.00	50,956.66	824,802.77	276,634.23	75%
		Total Operating Budget	9,996,942.00	583,180.79	7,962,259.55	2,034,682.45	80%	9,656,419.00	529,466.64	7,706,220.72	1,950,198.28	80%

Town of Newmarket, New Hampshire  
Expense Report <sup>a,b</sup>  
For the Period Ended April 30, 2017

Fiscal Year 2017							Fiscal Year 2016					
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used
Town Council	01-401-100-0000	TC - ELECTED SALARIES	11,000.00	0.00	11,000.00	0.00	100%	11,000.00	0.00	11,000.00	0.00	100%
	01-401-103-0000	TC - PART-TIME	7,800.00	633.75	7,657.50	142.50	98%	7,800.00	345.00	7,638.75	161.25	98%
	01-401-190-0000	TC - TRAINING	250.00	0.00	0.00	250.00	0%	250.00	0.00	0.00	250.00	0%
	01-401-202-0000	TC - GENERAL SUPPLIES	250.00	102.64	1,085.89	-835.89	434%	250.00	0.00	49.20	200.80	20%
			19,300.00	736.39	19,743.39	-443.39	102%	19,300.00	345.00	18,687.95	612.05	97%
Town Administrator	01-402-101-0000	TA - FULL TIME SALARIES	135,095.00	10,347.06	113,747.35	21,347.65	84%	129,394.00	10,138.08	117,195.90	12,198.10	91%
	01-402-103-0000	TA - PART TIME SALARIES	4,000.00	0.00	0.00	4,000.00	0%	4,000.00	0.00	2,065.39	1,934.61	52%
	01-402-190-0000	TA - TRAINING/STAFF DEV	3,500.00	0.00	2,099.14	1,400.86	60%	3,000.00	252.33	3,363.06	-363.06	112%
	01-402-201-0000	TA - POSTAGE	3,000.00	139.55	1,593.40	1,406.60	53%	3,000.00	159.29	2,839.76	160.24	95%
	01-402-202-0000	TA - GENERAL SUPPLIES	11,500.00	0.00	5,111.55	6,388.45	44%	11,000.00	136.50	5,974.57	5,025.43	54%
	01-402-301-0000	TA - COMMUNICATION SERVICES	4,200.00	310.56	3,030.86	1,169.14	72%	4,100.00	334.80	3,280.90	819.10	80%
	01-402-310-0002	TA - DUES/SUBSCRIPTIONS	10,500.00	45.00	8,709.00	1,791.00	83%	9,000.00	0.00	8,718.67	281.33	97%
	01-402-310-0003	TA - ADVERTISING	2,500.00	492.05	3,476.45	-976.45	139%	2,500.00	54.92	1,691.07	808.93	68%
	01-402-310-0005	TA - BOOKS	500.00	482.61	1,538.01	-1,038.01	308%	500.00	455.61	455.61	44.39	91%
	01-402-402-0000	TA - EQUIPMENT MAINTENA	8,344.00	236.00	7,988.54	355.46	96%	5,000.00	352.79	6,096.90	-1,096.90	122%
	01-402-501-0000	TA - PRINTING/PUBLISHING	3,500.00	1,320.00	2,571.25	928.75	73%	3,000.00	63.00	1,218.00	1,782.00	41%
	01-402-702-0000	TA - CONTRACTED SERVICE	2,500.00	0.00	10,073.17	-7,573.17	403%	2,500.00	26.00	14,757.52	-12,257.52	590%
			189,139.00	13,372.83	159,938.72	29,200.28	85%	176,994.00	11,973.32	167,657.35	9,336.65	95%
Finance	01-403-100-0000	FINANCE - ELECTED OFFICIALS	900.00	0.00	900.00	0.00	100%	900.00	0.00	0.00	900.00	0%
	01-403-101-0000	FINANCE - FULL TIME SALARIES	167,544.00	7,284.50	126,237.12	41,306.88	75%	163,725.00	12,523.59	120,163.95	43,561.05	73%
	01-403-103-0000	FINANCE - PART TIME SALARIES*	5,000.00	416.67	4,166.70	833.30	83%	5,000.00	416.67	4,166.70	833.30	83%
	01-403-190-0000	FINANCE- TRAINING/STAFF DEVELOPMENT	0.00	0.00	40.72	-40.72	0%	0.00	0.00	99.12	-99.12	0%
	01-403-202-0000	FINANCE - GENERAL SUPPLIES	5,000.00	-730.87	2,778.55	2,221.45	56%	5,000.00	444.60	3,094.76	1,905.24	62%
	01-403-301-0000	FINANCE - COMMUNICATIONS SERVICES	2,400.00	774.32	2,032.02	367.98	85%	2,400.00	206.70	2,051.16	348.84	85%
	01-403-310-0001	FINANCE - BUDGET COMMITTEE EXPENSE	600.00	35.00	35.00	565.00	6%	600.00	0.00	18.96	581.04	3%
	01-403-310-0002	FINANCE - DUES/SUBSCRIPTIONS	0.00	0.00	0.00	0.00	0%	300.00	0.00	0.00	300.00	0%
	01-403-310-0003	FINANCE - ADVERTISING	500.00	0.00	1,101.16	-601.16	220%	1,000.00	0.00	0.00	1,000.00	0%
	01-403-402-0000	FINANCE - EQUIPMENT MAINTENANCE	900.00	0.00	267.50	632.50	30%	600.00	0.00	446.29	153.71	74%
	01-403-460-0000	FINANCE - BANK FEES	0.00	40.00	355.20	-355.20	0%	0.00	0.00	0.00	0.00	0%
	01-403-703-0000	FINANCE - AUDIT	24,000.00	10,000.00	26,232.00	-2,232.00	109%	21,450.00	0.00	10,341.00	11,109.00	48%
			206,844.00	17,819.62	164,145.97	42,698.03	79%	200,975.00	13,591.56	140,381.94	60,593.06	70%
Human Resource	01-404-150-0000	EMP BEN - FICA	124,089.00	8,828.12	91,918.89	32,170.11	74%	111,000.00	8,638.92	91,751.80	19,248.20	83%
	01-404-151-0000	EMP BEN - MEDICARE	45,134.00	3,051.33	32,934.72	12,199.28	73%	43,407.00	3,055.77	34,208.58	9,198.42	79%
	01-404-152-0000	EMP BEN - PRE-EMPLOYMENT TESTING	2,740.00	1,223.40	1,662.40	1,077.60	61%	750.00	49.75	751.25	-1.25	100%
	01-404-155-0000	EMP BEN - HEALTH INSURANCE	585,734.00	43,834.55	456,379.88	129,354.12	78%	526,976.00	43,374.10	431,879.77	95,096.23	82%
	01-404-156-0000	EMP BEN - NH RETIREMENT	426,379.00	30,178.10	341,258.45	85,120.55	80%	397,313.00	30,516.21	339,426.80	57,886.20	85%
	01-404-159-0000	EMP BEN - LIFE/DISABILITY BENE	27,660.00	2,216.23	20,502.01	7,157.99	74%	25,575.00	260.39	18,722.93	6,852.07	73%
	01-404-160-0000	EMP BEN - WORKERS COMPENSATION	125,389.00	-615.39	124,082.98	1,306.02	99%	113,990.00	-123.41	115,401.59	-1,411.59	101%
	01-404-161-0000	EMP BEN - UNEMPLOYMENT	4,413.00	-5.06	1,595.63	2,817.37	36%	6,523.00	0.00	2,797.28	3,725.72	43%
	01-404-162-0000	EMP BEN - EMPLOYEE TESTING	600.00	0.00	572.25	27.75	95%	600.00	87.00	144.00	456.00	24%
	01-404-190-0000	HR - TRAINING STAFF DEVELOPMENT	2,500.00	0.00	2,833.27	-333.27	113%	2,500.00	0.00	1,673.41	826.59	67%
	01-404-197-0000	EMP BEN - MERIT INCREASE POOL	45,000.00	0.00	0.00	45,000.00	0%	35,000.00	0.00	0.00	35,000.00	0%
	01-404-198-0000	EMP BEN - LONGEVITY	22,275.00	0.00	15,750.00	6,525.00	71%	18,675.00	0.00	15,750.00	2,925.00	84%
	01-404-504-0006	EMP BEN - PROPERTY LIABILITY INSURANC	103,230.00	0.00	101,179.00	2,051.00	98%	89,570.00	0.00	93,845.00	-4,275.00	105%
	01-404-504-0007	EMP BEN - INSURANCE DEDUCTIBLES	0.00	0.00	0.00	0.00	0%	0.00	0.00	1,030.00	-1,030.00	0%
			1,515,143.00	88,711.28	1,190,669.48	324,473.52	79%	1,371,879.00	85,858.73	1,147,382.41	224,496.59	84%
Town Clerk/Tax Collector	01-405-101-0000	TC/TC - FULL TIME SALARIES	105,904.00	8,331.07	87,563.80	18,340.20	83%	101,548.00	8,146.36	86,605.86	14,942.14	85%
	01-405-103-0000	TC/TC - PART TIME SALARIES	27,919.00	2,008.00	20,104.36	7,814.64	72%	27,410.00	2,376.04	25,698.78	1,711.22	94%
	01-405-103-0070	TC/TC PT - ELECTION OFFICIALS	8,925.00	142.50	7,597.50	1,327.50	85%	5,106.00	900.00	5,055.00	51.00	99%
	01-405-190-0000	TC/TC - TRAINING STAFF DEVELOPMENT	2,600.00	151.04	1,668.21	931.79	64%	2,600.00	35.00	738.50	1,861.50	28%
	01-405-201-0000	TC/TC - POSTAGE	10,167.00	551.68	6,443.47	3,723.53	63%	8,966.00	1,716.63	6,763.90	2,202.10	75%
	01-405-202-0000	TC/TC - GENERAL SUPPLIES	3,300.00	-25.00	2,522.41	777.59	76%	3,300.00	27.42	1,783.62	1,516.38	54%
	01-405-301-0000	TC/TC - COMMUNICATION SERVICES	1,600.00	0.00	969.46	630.54	61%	1,600.00	124.48	1,105.27	494.73	69%
	01-405-310-0002	TC/TC - DUES/SUBSCRIPTIONS	489.00	0.00	216.95	272.05	44%	360.00	0.00	65.00	295.00	18%
	01-405-310-0003	TC/TC - ADVERTISING	0.00	0.00	0.00	0.00	0%	0.00	0.00	231.33	-231.33	0%
	01-405-310-0070	TC/TC - ELECTION/REGISTRATION	8,113.00	1,523.80	5,245.27	2,867.73	65%	4,380.00	261.76	2,814.62	1,565.38	64%
	01-405-402-0000	TC/TC - EQUIPMENT MAINTENANCE	1,400.00	0.00	527.50	872.50	38%	1,400.00	0.00	627.00	773.00	45%
	01-405-702-0000	TC/TC - DEED RESEARCH	2,575.00	1,032.18	1,245.80	1,329.20	48%	2,600.00	18.49	233.23	2,366.77	9%
	01-405-702-1000	TC/TC - CODIFICATION	950.00	0.00	1,727.75	-777.75	182%	500.00	0.00	1,392.63	-892.63	279%
01-405-800-0000	TC/TC - EQUIPMENT PURCHASE	2,500.00	0.00	2,500.00	0.00	100%	2,500.00	0.00	0.00	2,500.00	0%	
		176,442.00	13,715.27	138,332.48	38,109.52	78%	162,270.00	13,606.18	133,114.74	29,155.26	82%	
Recreation	01-406-101-0000	RECREATION-FULL TIME SALARIES	154,229.00	8,148.21	109,754.37	44,474.63	71%	146,666.00	11,863.58	126,461.45	20,204.55	86%
	01-406-103-0000	RECREATION-PART TIME SALARIES	25,486.00	4,039.78	29,843.65	-4,357.65	117%	43,434.00	3,245.82	34,585.13	8,848.87	80%
	01-406-190-0000	RECREATION-TRAINING/STAFF DEVELOP.	2,000.00	65.00	1,137.75	862.25	57%	2,000.00	0.00	2,543.13	-543.13	127%
	01-406-191-0000	RECREATION-TRAVEL EXPENSE	300.00	0.00	155.54	144.46	52%	300.00	0.00	0.00	300.00	0%
	01-406-192-0000	RECREATION-MEAL ALLOWANCE	300.00	0.00	161.06	138.94	54%	300.00	0.00	78.95	221.05	26%
	01-406-201-0000	RECREATION-POSTAGE	1,500.00	0.00	3.99	1,496.01	0%	1,500.00	0.00	337.24	1,162.76	22%
	01-406-202-0000	RECREATION-GENERAL SUPPLIES	1,650.00	0.00	1,635.78	14.22	99%	1,650.00	0.00	976.67	673.33	59%
	01-406-301-0000	RECREATION-COMMUNICATION SERVICE	3,288.00	87.25	2,809.66	478.34	85%	3,288.00	285.96	2,460.03	827.97	75%
	01-406-310-0002	RECREATION-DUES/SUBSCRIPTIONS	1,233.00	0.00	337.23	895.77	27%	1,233.00	49.99	1,211.31	21.69	98%
	01-406-402-0000	RECREATION-EQUIP. MAINTENANCE	6,636.00	369.88	3,328.05	3,307.95	50%	6,636.00	0.00	6,707.73	-71.73	101%
	01-406-800-0000	RECREATION-EQUIP. PURCHASE	1,200.00	0.00	530.19	669.81	44%	1,200.00	0.00	1,189.27	10.73	99%
	01-406-904-0000	RECREATION-SUNRISE SUNSET SR CTR	2,500.00	0.00	564.91	1,935.09	23%	2,200.00	0.00	2,301.43	-101.43	105%
			200,322.00	12,710.12	150,262.18	50,059.82	75%	210,407.00	15,445.35	178,852.34	31,554.66	85%



Town of Newmarket, New Hampshire  
Expense Report <sup>a b</sup>  
For the Period Ended April 30, 2017

Fiscal Year 2017								Fiscal Year 2016				
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used
	01-407-101-0000	CODE - FULL-TIME SALARIES	25,356.00	1,950.17	21,510.20	3,845.80	85%	25,355.00	1,950.40	21,341.60	4,013.40	84%
	01-407-103-0000	CODE - PART TIME SALARIES	38,919.00	3,294.85	32,883.79	6,035.21	84%	37,318.00	3,538.58	32,367.20	4,950.80	87%
	01-407-190-0000	CODE - TRAINING	1,000.00	0.00	110.00	890.00	11%	1,000.00	0.00	814.00	186.00	81%
	01-407-201-0000	CODE - POSTAGE	130.00	6.94	109.34	20.66	84%	130.00	5.37	59.98	70.02	46%
	01-407-202-0000	CODE - GENERAL SUPPLIES	2,700.00	37.50	668.70	2,031.30	25%	2,700.00	31.50	1,950.86	749.14	72%
	01-407-301-0000	CODE - TELEPHONE	1,000.00	50.00	750.49	249.51	75%	500.00	87.37	829.54	-329.54	166%
	01-407-310-0002	CODE - DUES/SUBSCRIPTIONS	400.00	184.00	1,409.95	-1,009.95	352%	0.00	0.00	332.00	-332.00	0%
	01-407-402-0000	CODE - EQUIPMENT MAINTENANCE	200.00	0.00	0.00	200.00	0%	200.00	0.00	0.00	200.00	0%
	01-407-702-0000	CODE - LAB TESTING	50.00	0.00	0.00	50.00	0%	50.00	0.00	0.00	50.00	0%
Code Enforcement			69,755.00	5,523.46	57,442.47	12,312.53	82%	67,253.00	5,613.22	57,695.18	9,557.82	86%
	01-408-103-0000	DIR ASSIST - PART-TIME SALARIES	23,943.00	1,224.34	13,020.95	10,922.05	54%	22,320.00	1,439.42	15,984.09	6,335.91	72%
	01-408-190-0000	DIR ASSIST - TRAINING/STAFF DEVEL	150.00	0.00	0.00	150.00	0%	150.00	0.00	0.00	150.00	0%
	01-408-202-0000	DIR ASSIST - GENERAL SUPPLIES	200.00	0.00	248.09	-48.09	124%	200.00	31.04	284.29	-84.29	142%
	01-408-310-0002	DIR ASSIST - DUES/SUBSCRIPTIONS	50.00	0.00	0.00	50.00	0%	50.00	0.00	0.00	50.00	0%
	01-408-315-0038	DIR ASSIST - FOOD	1,000.00	0.00	0.00	1,000.00	0%	1,500.00	0.00	0.00	1,500.00	0%
	01-408-315-0039	DIR ASSIST - RENT	10,000.00	2,230.00	6,960.00	3,040.00	70%	15,000.00	0.00	6,100.00	8,900.00	41%
	01-408-315-0040	DIR ASSIST - ELECTRICITY	1,000.00	0.00	0.00	1,000.00	0%	1,500.00	0.00	500.00	1,000.00	33%
	01-408-315-0041	DIR ASSIST - HEAT	2,000.00	0.00	0.00	2,000.00	0%	2,500.00	0.00	159.90	2,340.10	6%
	01-408-315-0042	DIR ASSIST - MEDICAL	1,500.00	750.00	750.00	750.00	50%	2,000.00	0.00	0.00	2,000.00	0%
	01-408-315-0043	DIR ASSIST - MISCELLANEOUS	1,500.00	0.00	750.00	750.00	50%	3,000.00	0.00	750.00	2,250.00	25%
Direct Assistance			41,343.00	4,204.34	21,729.04	19,613.96	53%	48,220.00	1,470.46	23,778.28	24,441.72	49%
	01-409-130-0000	ASSESS - CONTRACTED SERVICES	60,475.00	5,081.31	45,779.77	14,695.23	76%	55,000.00	4,953.93	49,476.80	5,523.20	90%
	01-409-201-0000	ASSESS - POSTAGE	500.00	8.32	49.49	450.51	10%	500.00	4.25	26.37	473.63	5%
	01-409-202-0000	ASSESS - GENERAL SUPPLIES	500.00	0.00	234.00	266.00	47%	500.00	0.00	0.00	500.00	0%
	01-409-310-0002	ASSESS - DUES/SUBSCRIPTIONS	150.00	0.00	0.00	150.00	0%	350.00	0.00	0.00	350.00	0%
	01-409-407-0000	ASSESS - SOFTWARE	7,700.00	0.00	7,760.00	-60.00	101%	7,550.00	0.00	0.00	7,550.00	0%
Assessing			69,325.00	5,089.63	53,823.26	15,501.74	78%	63,900.00	4,958.18	49,503.17	14,396.83	77%
	01-410-602-0000	LEGAL - LEGAL EXPENSES	80,000.00	18,574.43	79,186.55	813.45	99%	80,000.00	56.92	64,345.82	15,654.18	80%
Legal			80,000.00	18,574.43	79,186.55	813.45	99%	80,000.00	56.92	64,345.82	15,654.18	80%
	01-411-101-0000	PLAN - FULL TIME SALARIES	98,731.00	7,735.90	82,766.04	15,964.96	84%	95,708.00	7,594.56	81,064.45	14,643.55	85%
	01-411-103-0000	PLAN - PART TIME SALARIES	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	1,345.90	654.10	67%
	01-411-190-0000	PLAN - TRAINING/STAFF DEVELOPMENT	1,500.00	48.15	122.60	1,377.40	8%	1,500.00	0.00	1,250.70	249.30	83%
	01-411-201-0000	PLAN - POSTAGE	2,500.00	113.08	983.55	1,516.45	39%	2,000.00	313.86	1,662.59	337.41	83%
	01-411-202-0000	PLAN - GENERAL SUPPLIES	2,000.00	159.50	1,452.87	547.13	73%	2,000.00	31.50	1,483.71	516.29	74%
	01-411-202-0054	PLAN - MAPPING SUPPLIES	4,000.00	0.00	3,000.00	1,000.00	75%	4,000.00	0.00	3,000.00	1,000.00	75%
	01-411-301-0000	PLAN - COMMUNICATIONS SERVICES	600.00	0.00	485.17	114.83	81%	600.00	55.55	489.80	110.20	82%
	01-411-310-0002	PLAN - DUES/SUBSCRIPTIONS	8,345.00	0.00	8,965.28	-620.28	107%	8,345.00	0.00	490.00	7,855.00	6%
	01-411-310-0003	PLAN - ADVERTISING	2,000.00	0.00	979.13	1,020.87	49%	2,000.00	598.30	1,685.33	314.67	84%
	01-411-702-0000	PLAN - TAX MAPS	1,000.00	0.00	0.00	1,000.00	0%	1,000.00	0.00	0.00	1,000.00	0%
	01-411-703-0000	PLAN - CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0%	10,000.00	0.00	1,007.50	8,992.50	10%
Planning			122,676.00	8,056.63	98,754.64	23,921.36	81%	129,153.00	8,593.77	93,479.98	35,673.02	72%
	01-413-103-0000	CON COMM - PT RECORDING SECRETARY	2,000.00	120.00	1,102.50	897.50	55%	1,000.00	93.75	1,252.50	-252.50	125%
	01-413-201-0000	CON COMM - POSTAGE	60.00	0.00	60.00	0.00	100%	60.00	0.00	7.45	52.55	12%
	01-413-202-0000	CON COMM - GENERAL SUPPLI	200.00	0.00	75.00	125.00	38%	200.00	0.00	200.00	0.00	100%
	01-413-310-0002	CON COMM - DUES/SUBSCRIPT	390.00	0.00	0.00	390.00	0%	390.00	0.00	363.00	27.00	93%
	01-413-702-0000	CON COMM - CONTRACTED SERVICES	291.00	0.00	320.00	-29.00	110%	291.00	0.00	150.17	140.83	52%
Conservation Commission			2,941.00	120.00	1,557.50	1,383.50	53%	1,941.00	93.75	1,973.12	-32.12	102%
	01-414-310-0000	ECON DEV - OPERATING EXPENSE	2,500.00	0.00	1,284.95	1,215.05	51%	1,000.00	0.00	0.00	1,000.00	0%
Economic Development			2,500.00	0.00	1,284.95	1,215.05	51%	1,000.00	0.00	0.00	1,000.00	0%
	01-418-950-0000	DEBT SER - PRINCIPLE	100,000.00	0.00	100,000.00	0.00	100%	100,000.00	0.00	100,000.00	0.00	100%
	01-418-951-0000	DEBT SER - INTEREST	29,759.00	0.00	29,758.32	0.68	100%	31,959.00	0.00	34,158.32	-2,199.32	107%
Debt Services			129,759.00	0.00	129,758.32	0.68	100%	131,959.00	0.00	134,158.32	-2,199.32	102%
	01-420-101-0000	MIS - FULL TIME SALARIES	68,183.00	5,349.74	56,440.84	11,742.16	83%	65,377.00	5,244.84	55,887.62	9,489.38	85%
	01-420-190-0000	MIS - TRAINING	1,000.00	0.00	999.00	1.00	100%	1,000.00	0.00	996.00	4.00	100%
	01-420-202-0000	MIS - GENERAL SUPPLIES	2,500.00	85.88	1,376.13	1,123.87	55%	2,500.00	171.45	2,881.61	-381.61	115%
	01-420-301-0000	MIS - COMMUNICATION SERVICE	600.00	0.00	653.63	-53.63	109%	600.00	50.48	455.64	144.36	76%
	01-420-310-0002	MIS - DUES SUBSCRIPTIONS	275.00	0.00	125.00	150.00	45%	275.00	0.00	0.00	275.00	0%
	01-420-407-0000	MIS - SOFTWARE MAINT	42,500.00	0.00	41,202.49	1,297.51	97%	40,000.00	0.00	30,160.00	9,840.00	75%
	01-420-409-0000	MIS - REPAIRS/MAINT	4,500.00	566.24	2,962.15	1,537.85	66%	4,500.00	397.85	4,112.98	387.02	91%
	01-420-414-0000	MIS - SOFTWARE LICENSES	4,500.00	0.00	3,607.92	892.08	80%	4,500.00	167.97	532.46	3,967.54	12%
	01-420-702-0000	MIS - VENDOR SUPPORT	1,500.00	0.00	0.00	1,500.00	0%	1,000.00	0.00	960.00	40.00	96%
	01-420-800-0000	MIS - NEW EQUIPMENT	10,000.00	2,143.07	9,835.91	164.09	98%	12,000.00	2,313.79	11,553.06	446.94	96%
Information Technology			135,558.00	8,144.93	117,203.07	18,354.93	86%	131,752.00	8,346.38	107,539.37	24,212.63	82%
	01-421-103-0000	CHANNEL 13 PART TIME SALARIES	23,086.00	1,774.15	14,039.51	9,046.49	61%	21,887.00	1,755.84	18,705.84	3,181.16	85%
	01-421-202-0000	CHANNEL 13 MISC EQUIPMENTS	6,000.00	29.74	2,076.62	3,923.38	35%	6,000.00	29.99	1,965.99	4,034.01	33%
	01-421-310-0000	CHANNEL 13 - OPERATING EXPENSES	2,500.00	250.00	3,156.00	-656.00	126%	2,500.00	0.00	1,500.00	1,000.00	60%
Channel 13			31,586.00	2,053.89	19,272.13	12,313.87	61%	30,387.00	1,785.83	22,171.83	8,215.17	73%



Town of Newmarket, New Hampshire  
Expense Report <sup>a,b</sup>  
For the Period Ended April 30, 2017

Fiscal Year 2017							Fiscal Year 2016					
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used
Police	01-438-101-0000	POLICE - FULL TIME SALARIES	1,037,437.00	75,313.12	798,935.76	238,501.24	77%	1,013,622.00	77,267.37	796,960.48	216,661.52	79%
	01-438-102-0000	POLICE - OVERTIME	107,010.00	8,470.79	80,520.90	26,489.10	75%	105,140.00	4,872.65	101,338.45	3,801.55	96%
	01-438-103-0000	POLICE - PART-TIME SALARIES	35,000.00	3,459.08	23,520.48	11,479.52	67%	35,000.00	2,488.40	23,977.15	11,022.85	69%
	01-438-162-0000	POLICE - MEDICAL	2,500.00	0.00	940.08	1,559.92	38%	2,500.00	0.00	1,064.78	1,435.22	43%
	01-438-190-0000	POLICE - TRAINING/STAFF DEVELOPMENT	10,000.00	500.00	5,258.16	4,741.84	53%	10,000.00	398.00	1,189.78	8,810.22	12%
	01-438-191-0000	POLICE - TRAVEL/MILEAGE	600.00	0.00	19.00	581.00	3%	600.00	100.00	208.90	391.10	35%
	01-438-193-0000	POLICE - UNIFORMS	8,800.00	3,242.67	8,185.26	614.74	93%	8,800.00	130.49	3,454.86	5,345.14	39%
	01-438-194-0000	POLICE - EDUCATIONAL INCENTIVE	5,000.00	0.00	4,800.00	200.00	96%	5,000.00	0.00	4,100.00	900.00	82%
	01-438-195-0000	POLICE - CLEANING ALLOWANCE	2,500.00	0.00	2,500.00	0.00	100%	2,500.00	0.00	2,250.00	250.00	90%
	01-438-199-0000	POLICE - CRIMINAL INVESTIGATION	2,000.00	0.00	556.33	1,443.67	28%	2,000.00	272.71	537.68	1,462.32	27%
	01-438-200-0000	POLICE - YOUTH/PUBLIC RELATIONS	2,500.00	0.00	1,300.22	1,199.78	52%	2,500.00	0.00	49.15	2,450.85	2%
	01-438-201-0000	POLICE - POSTAGE	450.00	24.83	348.27	101.73	77%	450.00	55.47	386.80	63.20	86%
	01-438-202-0000	POLICE - OFFICE SUPPLIES	5,500.00	350.02	2,750.48	2,749.52	50%	5,500.00	0.00	4,119.05	1,380.95	75%
	01-438-202-0438	POLICE-GENERAL SUPPLIES	400.00	0.00	186.00	214.00	47%	400.00	20.50	202.00	198.00	51%
	01-438-209-0000	POLICE - GASOLINE	34,000.00	1,479.72	14,757.16	19,242.84	43%	34,000.00	1,563.92	13,622.55	20,377.45	40%
	01-438-301-0000	POLICE - COMMUNICATION SERVICES	16,500.00	872.32	8,822.63	7,677.37	53%	16,500.00	1,072.62	10,372.48	6,127.52	63%
	01-438-310-0002	POLICE - DUES/MEMBERSHIPS	4,210.00	0.00	425.00	3,785.00	10%	3,200.00	2,500.00	4,375.00	-1,175.00	137%
	01-438-310-0005	POLICE - BOOKS/PUBLICATIONS	2,800.00	300.00	767.80	2,032.20	27%	2,800.00	0.00	713.95	2,086.05	25%
	01-438-310-0044	POLICE - EQUIPMENT/FIELD SUPPLIES	6,000.00	112.05	1,016.65	4,983.35	17%	18,000.00	0.00	1,294.76	16,705.24	7%
	01-438-310-0045	POLICE - PRISONER EXPENSES	1,200.00	0.00	324.92	875.08	27%	1,200.00	0.00	240.98	959.02	20%
	01-438-402-0000	POLICE - EQUIP MAINTENANCE	5,000.00	0.00	642.82	4,357.18	13%	5,000.00	55.00	8,319.71	-3,319.71	166%
	01-438-410-0000	POLICE - EQUIPMENT LEASE	26,900.00	476.76	5,615.63	21,284.37	21%	26,900.00	476.76	6,054.88	20,845.12	23%
	01-438-501-0000	POLICE - PRINTING/PUBLISHING	2,800.00	220.00	1,104.99	1,695.01	39%	2,800.00	0.00	648.30	2,151.70	23%
	01-438-521-0000	POLICE - ANIMAL CONTROL	3,600.00	0.00	0.00	3,600.00	0%	3,600.00	0.00	248.55	3,351.45	7%
Police			1,322,707.00	94,821.36	963,298.54	359,408.46	73%	1,308,012.00	91,273.89	985,730.24	322,281.76	75%
Public Works	01-441-101-0000	PW ADMIN. - FULL TIME SALARIES	119,085.00	9,210.24	98,493.80	20,591.20	83%	118,136.00	9,160.32	97,565.92	20,570.08	83%
	01-441-102-0000	PW ADMIN. - OVERTIME	50,000.00	6,574.72	67,700.89	-17,700.89	135%	50,000.00	2,447.09	28,109.65	21,890.35	56%
	01-441-106-0000	PW ADMIN. - LABOR SALARIES	231,131.00	18,028.39	192,525.50	38,605.50	83%	220,711.00	17,583.52	181,082.33	39,628.67	82%
	01-441-190-0000	PW ADMIN. - TRAINING/STAFF DEVELOPM	1,000.00	0.00	1,200.00	-200.00	120%	500.00	0.00	90.00	410.00	18%
	01-441-193-0000	PW ADMIN. - UNIFORMS	10,000.00	706.13	7,143.52	2,856.48	71%	14,000.00	531.28	6,866.81	7,133.19	49%
	01-441-201-0000	PW ADMIN. - POSTAGE	100.00	0.46	33.04	66.96	33%	100.00	0.95	72.28	27.72	72%
	01-441-202-0000	PW ADMIN. - GENERAL SUPPLIES	8,000.00	502.95	7,650.98	349.02	96%	6,500.00	323.20	4,237.34	2,262.66	65%
	01-441-301-0000	PW ADMIN. - COMMUNICATION SERVICE	6,000.00	569.56	6,135.35	-135.35	102%	6,000.00	383.49	5,062.16	937.84	84%
	01-441-310-0002	PW ADMIN. - DUES/MEMBERSHIPS	1,000.00	0.00	90.00	910.00	9%	200.00	0.00	1,147.00	-947.00	574%
	01-441-310-0003	PW ADMIN. - ADVERTISING	1,200.00	0.00	25.07	1,174.93	2%	1,200.00	997.60	2,296.65	-1,096.65	191%
Public Works			427,516.00	35,592.45	380,998.15	46,517.85	89%	417,347.00	31,427.45	326,530.14	90,816.86	78%
Roadways & Sidewalks	01-442-202-0000	RDWY/SWK - GENERAL SUPPLIES	16,000.00	1,597.17	17,401.87	-1,401.87	109%	15,000.00	807.44	10,313.27	4,686.73	69%
	01-442-205-0000	RDWY/SWK - WINTER SALT	80,000.00	8,441.81	121,242.23	-41,242.23	152%	80,000.00	3,375.90	67,278.33	12,721.67	84%
	01-442-208-0000	RDWY/SWK - WINTER SAND	6,200.00	0.00	0.00	6,200.00	0%	6,200.00	0.00	108.53	6,091.47	2%
	01-442-213-0000	RDWY/SWK - PAVEMENT MARKING	3,500.00	0.00	15.96	3,484.04	0%	3,000.00	0.00	0.00	3,000.00	0%
	01-442-250-0000	RDWY/SWK - COLD MIX	3,000.00	341.55	2,606.85	393.15	87%	2,800.00	345.60	1,838.70	961.30	66%
	01-442-251-0000	RDWY/SWK - HOT TOP	155,000.00	0.00	61,025.96	93,974.04	39%	125,000.00	0.00	118,086.25	6,913.75	94%
	01-442-402-0000	RDWY/SWK - EQUIPMENT LEASE	13,200.00	0.00	13,892.50	-692.50	105%	12,500.00	0.00	13,000.00	-500.00	104%
	01-442-514-0000	RDWY/SWK - CONTRACT STREET MAR	6,000.00	0.00	5,998.44	1.56	100%	6,000.00	0.00	5,855.62	144.38	98%
	01-442-516-0000	RDWY/SWK - CONTRACT WINTER EQU	15,000.00	4,045.00	13,970.00	1,030.00	93%	15,000.00	950.00	4,480.55	10,519.45	30%
	01-442-527-0000	RDWY/SWK - CURBSIDE WEED CONTR	3,000.00	0.00	1,900.00	1,100.00	63%	3,000.00	0.00	950.00	2,050.00	32%
	01-442-528-0000	RDWY/SWK - TREE SERVICE	3,000.00	0.00	0.00	3,000.00	0%	3,000.00	0.00	841.10	2,158.90	28%
	01-442-531-0000	RDWY/SWK - WEATHER SERVICE	2,070.00	0.00	1,025.01	1,044.99	50%	2,070.00	0.00	2,050.00	20.00	99%
	01-442-704-0000	RDWY/SWK - ENGINEERING	25,000.00	281.71	3,701.20	21,298.80	15%	25,000.00	0.00	3,763.98	21,236.02	15%
	01-442-705-0000	RDWY/SWK CONSTRUCTION	0.00	0.00	0.00	0.00	0%	88,000.00	0.00	23,249.28	64,750.72	26%
Roadways & Sidewalks			330,970.00	14,707.24	242,780.02	88,189.98	73%	386,570.00	5,478.94	251,815.61	134,754.39	65%
Street Lights	01-446-202-0000	STREET LIGHT - FIXTURES	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	4,852.07	-2,852.07	243%
	01-446-302-0000	STREET LIGHT - ELECTRICITY	47,000.00	3,731.57	37,383.15	9,616.85	80%	44,250.00	4,110.85	33,637.49	10,612.51	76%
Street Lights			49,000.00	3,731.57	37,383.15	11,616.85	76%	46,250.00	4,110.85	38,489.56	7,760.44	83%



Town of Newmarket, New Hampshire  
Expense Report <sup>a,b</sup>  
For the Period Ended April 30, 2017

Fiscal Year 2017							Fiscal Year 2016					
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used
Building & Grounds	01-448-101-0000	BLD/GRNDS - FULL-TIME SALARIES	63,461.00	5,087.20	52,630.28	10,830.72	83%	61,382.00	4,148.80	51,633.39	9,748.61	84%
	01-448-102-0000	BLD/GRNDS - OVERTIME	3,000.00	0.00	5,367.27	-2,367.27	179%	3,000.00	0.00	3,834.62	-834.62	128%
	01-448-103-0000	BLD/GRNDS - PART TIME SALARIES	86,247.00	3,492.50	47,807.71	38,439.29	55%	88,420.00	3,724.45	55,948.48	32,471.52	63%
	01-448-202-0000	BLD/GRNDS - GENERAL SUPPLIES	10,000.00	836.79	5,414.30	4,585.70	54%	10,000.00	271.62	7,011.90	2,988.10	70%
	01-448-302-0000	BLD/GRNDS - ELECTRICITY-TOWN HALL	12,000.00	686.82	8,304.88	3,695.12	69%	10,900.00	1,010.60	9,386.34	1,513.66	86%
	01-448-302-0406	BLD/GRNDS - ELECTRICITY - PARKS	1,300.00	85.10	865.84	434.16	67%	1,300.00	84.49	886.35	413.65	68%
	01-448-302-0438	BLD/GRNDS - ELECTRICITY POLICE	13,500.00	583.41	7,693.94	5,806.06	57%	11,800.00	976.03	9,981.32	1,818.68	85%
	01-448-302-0441	BLD/GRNDS - ELECTRICITY YOUNGS LANE	25,000.00	1,694.18	17,683.47	7,316.53	71%	24,000.00	2,070.10	19,832.14	4,167.86	83%
	01-448-303-0000	BLD/GRNDS - HEAT & OIL - TOWN HALL	23,000.00	2,108.72	15,452.12	7,547.88	67%	26,000.00	1,189.58	14,344.44	11,655.56	55%
	01-448-303-0438	BLD/GRNDS - HEAT & OIL - POLICE	4,100.00	572.40	3,390.76	709.24	83%	3,000.00	0.00	2,007.70	992.30	67%
	01-448-303-0441	BLD/GRNDS - HEAT & OIL - YOUNGS LANE	39,000.00	4,660.39	26,642.71	12,357.29	68%	39,000.00	1,594.00	23,589.23	15,410.77	60%
	01-448-304-0000	BLD/GRNDS - WATER/SEWER TOWN HALL	4,000.00	0.00	4,135.86	-135.86	103%	4,000.00	74.15	8,394.87	-4,394.87	210%
	01-448-304-0150	BLD/GRNDS-WATER/SEWER COMMUNITY	0.00	0.00	2,545.21	-2,545.21	0%	0.00	0.00	0.00	0.00	0%
	01-448-304-0438	BLD/GRNDS - WATER/SEWER - POLICE	525.00	0.00	434.11	90.89	83%	800.00	83.38	794.62	5.38	99%
	01-448-304-0441	BLD/GRNDS - WATER/SEWER - YOUNGS LA	1,950.00	0.00	1,540.77	409.23	79%	1,800.00	497.11	2,189.90	-389.90	122%
	01-448-401-0110	BLD/GRNDS - YOUNGS LANE MAINT	14,000.00	976.81	16,796.21	-2,796.21	120%	14,000.00	795.70	16,898.66	-2,898.66	121%
	01-448-401-0120	BLD/GRNDS - TOWN HALL MAINTENANC	13,000.00	752.09	12,133.78	866.22	93%	13,000.00	1,803.38	17,217.94	-4,217.94	132%
	01-448-401-0125	BLD/GRNDS - ELEVATOR MAINTENANCE	2,500.00	198.00	1,397.64	1,102.36	56%	2,400.00	0.00	1,709.47	690.53	71%
	01-448-401-0140	BLD/GRNDS - PARKS MAINTENANCE	8,000.00	0.00	1,621.19	6,378.81	20%	8,000.00	4.90	5,007.44	2,992.56	63%
	01-448-401-0150	BLD/GRNDS - COMMUNITY CENTER MAINT	7,500.00	1,114.99	11,793.35	-4,293.35	157%	7,500.00	171.73	16,768.19	-9,268.19	224%
	01-448-401-0151	BLD/GRNDS - COMM CTR ELECTRICITY	12,000.00	627.16	8,471.48	3,528.52	71%	12,000.00	874.75	9,109.63	2,890.37	76%
	01-448-401-0152	BLD/GRNDS - COMM CENTR HEAT OIL	14,000.00	1,772.25	11,886.47	2,113.53	85%	14,000.00	578.42	8,295.90	5,704.10	59%
	01-448-401-0153	BLD/GRNDS - SENIOR CENTER ELECTRICITY	7,000.00	226.58	2,429.33	4,570.67	35%	0.00	251.91	2,694.99	-2,694.99	0%
	01-448-401-0154	BLD/GRNDS - SENIOR CTR HEAT	5,000.00	324.29	1,905.70	3,094.30	38%	0.00	252.56	1,161.16	-1,161.16	0%
	01-448-401-0155	BLD/GRNDS - SENIOR CTR MAINT.	0.00	1,085.00	1,528.00	-1,528.00	0%	0.00	0.00	0.00	0.00	0%
	01-448-401-0160	BLD/GRNDS - BANDSTAND MAINTENANC	100.00	0.00	0.00	100.00	0%	100.00	0.00	850.00	-750.00	850%
	01-448-401-0170	BLD/GRNDS - HAND TUB MAINTENANCE	300.00	75.12	233.78	66.22	78%	300.00	78.96	255.50	44.50	85%
	01-448-401-0175	BLD/GRNDS - DAM MAINTENANCE	3,000.00	15.29	1,863.34	1,136.66	62%	3,000.00	14.96	1,733.32	1,266.68	58%
	01-448-401-0180	BLD/GRNDS - TOWN CLOCK MAINTENANC	250.00	0.00	36.66	213.34	15%	2,000.00	0.00	2,727.50	-727.50	136%
	01-448-401-0438	BLD/GRNDS - POLICE BUILDING MAINTENANC	11,500.00	239.12	12,536.57	-1,036.57	109%	10,000.00	522.76	2,890.68	7,109.32	29%
	01-448-402-0000	BLD/GRNDS - EQUIPMENT MAINTENANC	2,500.00	0.00	1,102.08	1,397.92	44%	2,500.00	0.00	1,042.13	1,457.87	42%
	01-448-405-0000	BLD/GRNDS - GROUNDS MAINTENANCE	32,000.00	0.00	22,550.74	9,449.26	70%	32,000.00	432.36	26,896.00	5,104.00	84%
	01-448-533-0000	BLD/GRNDS - MOSQUITO CONTROL	60,000.00	20,000.00	60,000.00	0.00	100%	55,000.00	0.00	50,000.00	5,000.00	91%
	01-448-800-0000	BLD/GRNDS - EQUIPMENT PURCHASE	2,500.00	0.00	0.00	2,500.00	0%	7,000.00	0.00	6,500.00	500.00	93%
Building & Grounds			482,233.00	47,214.21	368,195.55	114,037.45	76%	468,202.00	21,506.70	381,593.81	86,608.19	82%
Cemetery	01-449-101-0000	CEM - FULL TIME SALARIES	19,053.00	1,502.40	16,184.11	2,868.89	85%	18,263.00	2,198.40	16,161.81	2,101.19	88%
	01-449-103-0000	CEM - PART TIME SALARIES	11,050.00	0.00	5,658.95	5,391.05	51%	11,050.00	400.43	5,217.07	5,832.93	47%
	01-449-202-0000	CEM - GENERAL SUPPLIES	500.00	0.00	314.65	185.35	63%	1,000.00	0.00	138.16	861.84	14%
	01-449-302-0000	CEM - ELECTRICITY	250.00	15.47	134.64	115.36	54%	250.00	14.96	137.73	112.27	55%
	01-449-402-0000	CEM - EQUIPMENT MAINT	800.00	0.00	0.00	800.00	0%	800.00	0.00	0.00	800.00	0%
	01-449-702-0000	CEM - CONTRACTED SERVICES	5,000.00	0.00	0.00	5,000.00	0%	5,000.00	0.00	0.00	5,000.00	0%
	01-449-800-0000	CEM - EQUIPMENT PURCHASE	600.00	0.00	0.00	600.00	0%	600.00	0.00	299.00	301.00	50%
Cemetery			37,253.00	1,517.87	22,292.35	14,960.65	60%	36,963.00	2,613.79	21,953.77	15,009.23	59%
Vehicle	01-452-202-0000	VEHICLE - GENERAL SUPPLIES	3,000.00	316.25	2,782.88	217.12	93%	5,000.00	272.53	4,060.69	939.31	81%
	01-452-209-0000	VEHICLE - GASOLINE	16,000.00	2,047.93	5,762.72	10,237.28	36%	16,000.00	-724.91	3,657.66	12,342.34	23%
	01-452-210-0000	VEHICLE - DIESEL FUEL	38,000.00	2,187.00	22,616.78	15,383.22	60%	37,000.00	1,478.16	19,356.77	17,643.23	52%
	01-452-214-0000	VEHICLE - OIL	0.00	0.00	812.22	-812.22	0%	1,500.00	0.00	1,436.10	63.90	96%
	01-452-402-0000	VEHICLE - EQUIP MAINT	60,000.00	5,164.99	43,510.90	16,489.10	73%	54,000.00	509.28	45,395.77	8,604.23	84%
	01-452-403-0000	VEHICLE - VEHICLE MAINT PUBLIC WORKS	48,000.00	6,651.62	53,759.24	-5,759.24	112%	48,000.00	57.15	39,493.81	8,506.19	82%
	01-452-403-0406	VEHICLE - VEHICLE MAINT REC	2,000.00	692.12	957.19	1,042.81	48%	2,000.00	0.00	927.18	1,072.82	46%
	01-452-403-0438	VEHICLE - VEHICLE MAINT POLICE	15,000.00	1,051.81	8,232.86	6,767.14	55%	14,000.00	404.60	9,308.98	4,691.02	66%
	01-452-403-0461	VEHICLE - VEHICLE MAINT FIRE	20,000.00	217.00	8,361.42	11,638.58	42%	16,000.00	114.00	22,049.37	-6,049.37	138%
	01-452-404-0000	VEHICLE - RADIO MAINT	1,500.00	0.00	0.00	1,500.00	0%	1,200.00	800.00	0.00	400.00	67%
	01-452-800-0000	VEHICLE - EQUIP PURCHASE	3,000.00	0.00	1,350.00	1,650.00	45%	3,000.00	2,385.07	2,584.07	415.93	86%
Vehicle			206,500.00	18,328.72	148,146.21	58,353.79	72%	197,700.00	5,295.88	149,070.40	48,629.60	75%
Fire & Rescue	01-461-101-0000	FIRE/RES - FULL TIME SALARIES	84,779.00	4,190.40	61,759.77	23,019.23	73%	82,298.00	6,521.40	70,179.77	12,118.23	85%
	01-461-102-0000	FIRE/RES - OVERTIME	14,000.00	558.54	10,338.59	3,661.41	74%	14,000.00	2,117.85	19,587.79	-5,587.79	140%
	01-461-103-0000	FIRE/RES - PART TIME SALARIES	134,808.00	16,514.32	116,741.38	18,066.62	87%	119,012.00	13,600.18	118,017.51	994.49	99%
	01-461-190-0000	FIRE/RES - TRAINING/STAFF DEVELOPMENT	18,000.00	2,289.63	7,571.23	10,428.77	42%	12,500.00	25.00	18,101.69	-5,601.69	145%
	01-461-193-0000	FIRE/RES - UNIFORMS	12,000.00	698.87	7,821.96	4,178.04	65%	10,000.00	509.90	7,848.16	2,151.84	78%
	01-461-201-0000	FIRE/RES - POSTAGE	75.00	0.46	19.82	55.18	26%	75.00	16.19	93.19	-18.19	124%
	01-461-202-0000	FIRE/RES - GENERAL SUPPLIES	6,500.00	438.79	4,905.74	1,594.26	75%	6,500.00	427.23	6,104.85	395.15	94%
	01-461-202-0046	FIRE/RES - MEDICAL SUPPLIES	13,500.00	956.06	11,098.27	2,401.73	82%	12,500.00	1,804.21	10,678.38	1,821.62	85%
	01-461-209-0000	FIRE/RES - GASOLINE	1,200.00	27.61	245.54	954.46	20%	1,200.00	40.70	528.55	671.45	44%
	01-461-210-0000	FIRE/RES - DIESEL FUEL	8,700.00	366.75	4,516.17	4,183.83	52%	8,700.00	531.12	6,258.19	2,441.81	72%
	01-461-220-0000	FIRE/RES - AMBULANCE EXPENSES	10,000.00	705.00	6,348.09	3,651.91	63%	16,000.00	632.61	4,758.75	11,241.25	30%
	01-461-301-0000	FIRE/RES - COMMUNICATION SERVICES	6,500.00	544.61	5,126.97	1,373.03	79%	6,000.00	366.21	3,370.74	2,629.26	56%
	01-461-310-0002	FIRE/RES - DUES/SUBSCRIPTIONS	4,200.00	0.00	2,445.99	1,754.01	58%	4,200.00	85.00	4,672.90	-472.90	111%
	01-461-310-0055	FIRE/RES - FIRE PREVENTION	900.00	0.00	0.00	900.00	0%					



Town of Newmarket, New Hampshire  
Expense Report <sup>a b</sup>  
For the Period Ended April 30, 2017

Fiscal Year 2017								Fiscal Year 2016					
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used	
Grants	01-480-812-0000	GRANTS - MEM DAY PARADE	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	1,315.00	685.00	66%	
	01-480-813-0000	GRANTS - FESTIVAL SUPPORT	0.00	0.00	0.00	0.00	0%	15,500.00	0.00	4,280.00	11,220.00	28%	
	01-480-814-0000	GRANTS - NWMKT ATHLETIC ASSOC	21,500.00	0.00	21,500.00	0.00	100%	21,500.00	0.00	21,500.00	0.00	100%	
	01-480-815-0000	GRANTS - NWMKT SENIOR CITIZENS	2,000.00	0.00	2,000.00	0.00	100%	1,200.00	0.00	1,200.00	0.00	100%	
	01-480-816-0000	GRANTS - NWMKT HISTORICAL SOCIETY	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%	
	01-480-817-0000	GRANTS - C.O.A.S.T.	23,000.00	0.00	21,005.00	1,995.00	91%	23,000.00	0.00	0.00	23,000.00	0%	
	01-480-818-0000	GRANTS - VETERANS MEMORIAL	500.00	0.00	0.00	500.00	0%	2,100.00	0.00	475.00	1,625.00	23%	
	01-480-819-0000	GRANTS - NWMKT HANDTUB ASSOC.	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	0.00	2,000.00	0%	
			53,000.00	0.00	46,505.00	6,495.00	88%	69,300.00	0.00	30,770.00	38,530.00	44%	
Social Service Grant	01-481-910-0000	SS GRANTS - RICHIE MCFARLAND	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%	
	01-481-913-0000	SS GRANTS - LAMPREY HEALTH CENTER	10,403.00	0.00	10,403.00	0.00	100%	10,403.00	0.00	10,403.00	0.00	100%	
	01-481-914-0000	SS GRANTS - AREA HOMEMAKERS	0.00	0.00	0.00	0.00	0%	0.00	0.00	5,000.00	-5,000.00	0%	
	01-481-915-0000	SS GRANTS - CHILD & FAMILY SERVICE	4,000.00	0.00	0.00	4,000.00	0%	4,000.00	0.00	0.00	4,000.00	0%	
	01-481-916-0000	SS GRANTS - R.C.C.A.P.	9,000.00	0.00	9,000.00	0.00	100%	9,000.00	0.00	9,000.00	0.00	100%	
	01-481-917-0000	SS GRANTS - R.S.V.P.	600.00	0.00	600.00	0.00	100%	0.00	0.00	0.00	0.00	0%	
	01-481-918-0000	SS GRANTS - A SAFE PLACE	1,200.00	0.00	0.00	1,200.00	0%	1,200.00	0.00	1,200.00	0.00	100%	
	01-481-919-0000	SS GRANTS - BIG BROTHER/BIG SISTER	1,000.00	0.00	0.00	1,000.00	0%	1,000.00	0.00	1,000.00	0.00	100%	
	01-481-920-0000	SS GRANTS - SEACOAST MENTAL HEALTH	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	0.00	2,000.00	0%	
	01-481-923-0000	SS GRANTS - LINKED TOGETHER	4,000.00	0.00	0.00	4,000.00	0%	4,000.00	0.00	0.00	4,000.00	0%	
	01-481-924-0000	SS GRANTS - ROCKINGHAM COUNTY NUTR	5,326.00	0.00	5,623.00	-297.00	106%	5,326.00	0.00	5,326.00	0.00	100%	
	01-481-925-0000	SS GRANTS - AIDS RESPONSE	500.00	500.00	500.00	0.00	100%	500.00	0.00	0.00	500.00	0%	
	01-481-926-0000	SS GRANTS - AMERICAN RED CROSS	1,000.00	0.00	1,000.00	0.00	100%	1,000.00	0.00	1,000.00	0.00	100%	
	01-481-927-0000	SS GRANTS - READY RIDES	1,500.00	0.00	1,500.00	0.00	100%	1,500.00	0.00	1,500.00	0.00	100%	
	01-481-929-0000	OTHER GRANTS - CHILD ADVOCACY CENTE	500.00	0.00	1,000.00	-500.00	200%	1,500.00	0.00	0.00	1,500.00	0%	
			43,029.00	500.00	31,626.00	11,403.00	73%	43,429.00	0.00	36,429.00	7,000.00	84%	
	Capital Reserve	01-490-900-0011	CAP RES - REVALUATION	10,000.00	0.00	10,000.00	0.00	100%	10,000.00	0.00	10,000.00	0.00	100%
01-490-900-0012		CAP RES - FIRE DEPARTMENT	50,000.00	0.00	50,000.00	0.00	100%	50,000.00	0.00	50,000.00	0.00	100%	
01-490-900-0013		CAP RES - ROADWAY IMPROVEMENTS	125,000.00	0.00	125,000.00	0.00	100%	125,000.00	0.00	125,000.00	0.00	100%	
01-490-900-0016		CAP RES - PUBLIC WORKS	80,000.00	0.00	80,000.00	0.00	100%	130,000.00	0.00	130,000.00	0.00	100%	
01-490-900-0017		CAP RES - POLICE VEHICLES	48,000.00	0.00	48,000.00	0.00	100%	46,500.00	0.00	46,500.00	0.00	100%	
01-490-900-0019		CAP RES - BUILDING IMPROVEMENT	50,000.00	0.00	50,000.00	0.00	100%	0.00	0.00	0.00	0.00	0%	
01-490-900-0021		CAP RES - RECREATION FACILITIES	18,666.00	0.00	18,666.00	0.00	100%	0.00	0.00	0.00	0.00	0%	
01-490-900-0028		CAP RES - MASTER PLAN	10,000.00	0.00	10,000.00	0.00	100%	10,000.00	0.00	10,000.00	0.00	100%	
01-490-900-0036		CAP RES - VETERANS MEMORIAL	2,000.00	0.00	2,000.00	0.00	100%	0.00	0.00	0.00	0.00	0%	
01-490-900-0074		CAPITAL RESERVE POLICE DISPATCH EQUIP	29,449.00	0.00	29,449.00	0.00	100%	29,449.00	0.00	29,449.00	0.00	100%	
01-490-900-0079		CAP RES - MACALLEN DAM	75,000.00	0.00	75,000.00	0.00	100%	50,000.00	0.00	50,000.00	0.00	100%	
01-490-900-0085		CAP RES - STORM WATER MANAGEMENT	75,000.00	0.00	75,000.00	0.00	100%	50,000.00	0.00	50,000.00	0.00	100%	
01-490-900-0086		CAP RES - 300TH ANNIV.CELEBRATION EXP	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%	
01-490-900-0087		CAP RES - COMPENSATED ABSENCE EXP.TR	0.00	0.00	0.00	0.00	0%	10,000.00	0.00	10,000.00	0.00	100%	
			575,115.00	0.00	575,115.00	0.00	100%	512,949.00	0.00	512,949.00	0.00	100%	
General Fund			6,880,668.00	443,749.34	5,495,262.35	1,385,405.65	80%	6,650,247.00	364,281.20	5,377,507.60	1,272,739.40	81%	
Library		02-480-101-0000	LIBRARY - SALARIES	54,100.00	4,236.92	44,840.74	9,259.26	83%	54,100.00	3,923.06	41,780.59	12,319.41	77%
	02-480-103-0000	LIBRARY - PART TIME SALARIES	108,013.00	8,586.40	90,158.78	17,854.22	83%	114,235.00	7,347.94	74,598.32	39,636.68	65%	
	02-480-150-0000	LIBRARY - FICA	9,571.00	818.66	8,593.04	977.96	90%	10,712.00	722.39	7,451.57	3,260.43	70%	
	02-480-151-0000	LIBRARY - MEDICARE	2,238.00	191.47	2,009.65	228.35	90%	2,506.00	168.93	1,742.56	763.44	70%	
	02-480-155-0000	LIBRARY - HEALTH INSURANCE	15,000.00	481.91	4,819.10	10,180.90	32%	15,000.00	481.91	4,819.10	10,180.90	32%	
	02-480-156-0000	LIBRARY - RETIREMENT	6,043.00	473.26	4,998.06	1,044.94	83%	6,032.00	438.20	4,672.32	1,359.68	77%	
	02-480-159-0000	LIBRARY - LIFE & DISABILITY	750.00	88.84	818.76	-68.76	109%	633.00	18.00	1,092.09	-459.09	173%	
	02-480-160-0000	LIBRARY-WORKERS COMPENSATION	1,500.00	0.00	1,500.00	0.00	100%	2,352.00	0.00	2,352.00	0.00	100%	
	02-480-161-0000	LIBRARY - UNEMPLOYMENT	2,495.00	0.00	918.76	1,576.24	37%	2,816.00	0.00	1,207.65	1,608.35	43%	
	02-480-190-0000	LIBRARY - TRAINING/STAFF DEVELOPMENT	2,000.00	46.11	901.11	1,098.89	45%	2,000.00	47.73	652.73	1,347.27	33%	
	02-480-202-0000	LIBRARY - GENERAL SUPPLIES	5,000.00	455.75	3,963.30	1,036.70	79%	5,000.00	469.58	4,360.47	639.53	87%	
	02-480-301-0000	LIBRARY - TELEPHONE	1,800.00	761.85	1,886.61	-86.61	105%	1,800.00	131.56	1,194.91	605.09	66%	
	02-480-302-0000	LIBRARY - ELECTRICITY	12,000.00	0.00	5,500.97	6,499.03	46%	10,000.00	5.47	7,136.39	2,863.61	71%	
	02-480-303-0000	LIBRARY - HEAT & OIL	12,000.00	873.59	4,430.37	7,569.63	37%	13,800.00	1,774.20	7,339.22	6,460.78	53%	
	02-480-304-0000	LIBRARY - WATER	700.00	0.00	556.22	143.78	79%	700.00	70.15	511.36	188.64	73%	
	02-480-310-0005	LIBRARY - BOOKS/SUBSCRIPTIONS	39,394.00	2,615.10	35,671.01	3,722.99	91%	38,247.00	4,286.76	33,263.04	4,983.96	87%	
	02-480-330-0000	LIBRARY - ELECTRONIC INFO - OTHER	9,500.00	0.00	9,541.00	-41.00	100%	9,500.00	0.00	9,423.36	76.64	99%	
	02-480-350-0000	LIBRARY - PROGRAMS	2,000.00	300.00	1,889.97	110.03	94%	2,000.00	71.91	2,823.95	-823.95	141%	
	02-480-401-0000	LIBRARY - BUILDING MAINTENANCE	23,000.00	1,013.00	104,092.75	-81,092.75	453%	15,000.00	1,000.00	37,735.44	-22,735.44	252%	
	02-480-402-0000	LIBRARY - EQUIPMENT MAINTENANCE/LEA	600.00	43.00	486.22	113.78	81%	600.00	192.16	450.16	149.84	75%	
	02-480-504-0000	LIBRARY-PROPERTY LIABILITY INS	5,000.00	0.00	5,000.00	0.00	100%	5,000.00	0.00	5,000.00	0.00	100%	
	02-480-800-0000	LIBRARY - EQUIPMENT PURCHASE	2,000.00	0.00	773.55	1,226.45	39%	2,000.00	1,199.99	2,321.36	-321.36	116%	
			314,704.00	20,985.86	333,349.97	-18,645.97	106%	314,033.00	22,349.94	251,928.59	62,104.41	80%	



Town of Newmarket, New Hampshire  
Expense Report <sup>a,b</sup>  
For the Period Ended April 30, 2017

Fiscal Year 2017							Fiscal Year 2016					
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used
Recreation	05-406-103-0000	RECREATION - PART TIME SALARIES	124,440.00	2,578.50	86,812.93	37,627.07	70%	100,440.00	2,122.50	79,494.06	20,945.94	79%
	05-406-111-0000	RECREATION - WORK STUDY	2,000.00	0.00	3,460.00	-1,460.00	173%	0.00	0.00	0.00	0.00	0%
	05-406-150-0000	RECREATION - FICA	7,715.00	159.87	5,459.24	2,255.76	71%	6,227.00	131.60	4,606.59	1,620.41	74%
	05-406-151-0000	RECREATION - MEDI	1,804.00	37.40	1,276.92	527.08	71%	1,456.00	30.80	1,077.43	378.57	74%
	05-406-190-0000	RECREATION - TRAINING/STAFF DEVELOPM	2,000.00	0.00	886.79	1,113.21	44%	1,400.00	0.00	988.60	411.40	71%
	05-406-192-0000	RECREATION - MEAL ALLOWANCE	350.00	0.00	151.35	198.65	43%	350.00	70.44	278.55	71.45	80%
	05-406-201-0000	RECREATION - POSTAGE	1,000.00	0.00	49.55	950.45	5%	400.00	57.20	243.32	156.68	61%
	05-406-202-0000	RECREATION - GENERAL SUPPLIES	1,650.00	18.86	1,225.99	424.01	74%	1,650.00	151.09	798.19	851.81	48%
	05-406-202-0034	RECREATION - ATHLETIC SUPPLIES	8,830.00	0.00	2,499.11	6,330.89	28%	7,830.00	0.00	2,187.46	5,642.54	28%
	05-406-202-0036	RECREATION - CLASS SUPPLIES	2,954.00	1,536.11	7,429.85	-4,475.85	252%	2,154.00	2,167.68	5,930.94	-3,776.94	275%
	05-406-302-0000	RECREATION - ELECTRICITY	0.00	0.00	115.93	-115.93	0%	0.00	0.00	0.00	0.00	0%
	05-406-302-0001	RECREATION - FIELD LIGHTS	5,000.00	76.47	2,798.72	2,201.28	56%	5,000.00	88.91	3,263.92	1,736.08	65%
	05-406-310-0002	RECREATION - DUES/SUBSCRIPTIONS	150.00	0.00	170.02	-20.02	113%	150.00	15.56	15.56	134.44	10%
	05-406-310-0003	RECREATION - ADVERTISING	800.00	0.00	3.44	796.56	0%	800.00	0.00	150.10	649.90	19%
	05-406-402-0000	RECREATION - EQUIPMENT MAINTENANCE	2,000.00	0.00	1,474.62	525.38	74%	1,000.00	376.39	1,413.47	-413.47	141%
	05-406-460-0000	RECREATION - BANK FEES	0.00	1,483.02	3,991.54	-3,991.54	0%	0.00	910.20	2,001.85	-2,001.85	0%
	05-406-501-0000	RECREATION - PRINTING & PUBLISHING	8,163.00	0.00	0.00	8,163.00	0%	8,163.00	80.08	4,787.60	3,375.40	59%
	05-406-508-0000	RECREATION - BUS TRIPS	36,000.00	1,231.15	29,283.86	6,716.14	81%	36,000.00	21,955.65	53,996.29	-17,996.29	150%
	05-406-702-0000	RECREATION - CONTRACTUAL SERVICES	5,000.00	0.00	3,480.00	1,520.00	70%	0.00	0.00	0.00	0.00	0%
	05-406-800-0000	RECREATION - EQUIPMENT PURCHASE	3,000.00	0.00	1,448.05	1,551.95	48%	2,000.00	0.00	78.30	1,921.70	4%
05-406-902-0000	RECREATION - SUMMER CAMP	9,000.00	2,014.89	15,251.23	-6,251.23	169%	9,000.00	0.00	8,321.67	678.33	92%	
05-406-902-0037	RECREATION - TEEN CAMP	2,500.00	0.00	1,343.94	1,156.06	54%	2,500.00	0.00	1,112.03	1,387.97	44%	
05-406-904-0000	RECREATION - SUNRISE SUNSET SR CTR	3,927.00	147.00	2,089.22	1,837.78	53%	3,000.00	290.66	2,614.17	385.83	87%	
05-406-905-0000	RECREATION - SPLASH PAD	5,000.00	0.00	0.00	5,000.00	0%	0.00	0.00	0.00	0.00	0%	
05-406-906-0000	RECREATION - SPECIAL EVENTS	10,150.00	1,316.00	10,835.58	-685.58	107%	10,150.00	1,303.99	10,223.05	-73.05	101%	
Recreation			243,433.00	10,599.27	181,537.88	61,895.12	75%	199,670.00	29,752.75	183,583.15	16,086.85	92%
Solid Waste	07-450-103-0000	SW - PART TIME	11,156.00	888.46	9,468.12	1,687.88	85%	10,881.00	807.88	9,093.62	1,787.38	84%
	07-450-202-0000	SW - GENERAL SUPPLIES	15,000.00	73.99	16,146.34	-1,146.34	108%	20,000.00	54.91	20,666.15	-666.15	103%
	07-450-310-0002	SW - DUES/SUBSCRIPTIONS	800.00	100.00	150.00	650.00	19%	800.00	0.00	675.52	124.48	84%
	07-450-402-0000	SW - EQUIPMENT LEASE	1,200.00	50.00	1,100.00	100.00	92%	1,200.00	50.00	1,082.00	118.00	90%
	07-450-403-0000	SW - VEHICLE MAINTENANCE	6,500.00	0.00	0.00	6,500.00	0%	1,500.00	0.00	0.00	1,500.00	0%
	07-450-501-0000	SW - PRINTING & PUBLICATION	500.00	0.00	0.00	500.00	0%	500.00	0.00	397.11	102.89	79%
	07-450-532-0000	SW - FREON REMOVAL	2,300.00	0.00	1,179.00	1,121.00	51%	1,000.00	0.00	704.00	296.00	70%
	07-450-536-0000	SW - HOUSEHOLD HAZARDOUS	10,000.00	0.00	11,543.07	-1,543.07	115%	0.00	0.00	0.00	0.00	0%
	07-450-537-0000	SW - SPRING CLEAN-UP	0.00	0.00	0.00	0.00	0%	35,000.00	3,165.30	3,165.30	31,834.70	9%
	07-450-702-0047	SW - LAMPREY REG. CO-OP	2,100.00	0.00	0.00	2,100.00	0%	2,100.00	0.00	0.00	2,100.00	0%
	07-450-702-0048	SW - MSW CONTRACT	163,000.00	14,583.65	126,119.25	36,880.75	77%	142,000.00	13,681.72	118,916.96	23,083.04	84%
	07-450-702-0049	SW - RECYCLING CONTRACT	152,000.00	11,508.55	143,837.16	8,162.84	95%	152,000.00	14,808.01	118,922.68	33,077.32	78%
	07-450-702-0050	SW - CONSTRUCTION DEBRIS	47,000.00	2,071.29	35,198.49	11,801.51	75%	47,000.00	4,258.12	38,190.66	8,809.34	81%
	07-450-702-0051	SW - POST CLOSURE LANDFILL TEST	30,000.00	0.00	23,882.32	6,117.68	80%	30,000.00	540.80	16,886.77	13,113.23	56%
	07-450-800-0000	SW - EQUIPMENT PURCHASE	5,800.00	0.00	0.00	5,800.00	0%	0.00	0.00	0.00	0.00	0%
	Solid Waste			447,356.00	29,275.94	368,623.75	78,732.25	82%	443,981.00	37,366.74	328,700.77	115,280.23
Water	20-451-101-0000	WATER - FULL TIME SALARIES	131,004.00	9,696.34	103,158.14	27,845.86	79%	121,009.00	9,428.06	97,862.80	23,146.20	81%
	20-451-102-0000	WATER - OVERTIME	10,000.00	1,087.21	8,704.09	1,295.91	87%	8,500.00	670.70	6,341.01	2,158.99	75%
	20-451-103-0000	WATER - PART TIME SALARIES	8,487.00	336.00	2,407.11	6,079.89	28%	0.00	663.00	7,535.55	-7,535.55	0%
	20-451-150-0000	WATER - FICA	8,150.00	631.66	6,512.37	1,637.63	80%	8,150.00	611.73	6,476.92	1,673.08	79%
	20-451-151-0000	WATER - MEDICARE	1,906.00	147.73	1,516.58	389.42	80%	1,906.00	143.09	1,512.50	393.50	79%
	20-451-155-0000	WATER - HEALTH INSURANCE	47,153.00	3,416.64	34,166.40	12,986.60	72%	31,783.00	3,388.61	29,268.05	2,514.95	92%
	20-451-156-0000	WATER - RETIREMENT	14,157.00	1,187.76	12,432.59	1,724.41	88%	14,157.00	1,111.27	11,571.13	2,585.87	82%
	20-451-159-0000	WATER - LIFE/DISABILITY INSURANCE	1,542.00	105.14	1,031.46	510.54	67%	1,542.00	18.00	827.01	714.99	54%
	20-451-160-0000	WATER - WORKERS COMPENSATION	4,939.00	0.00	4,939.00	0.00	100%	4,939.00	0.00	4,939.00	0.00	100%
	20-451-161-0000	WATER - UNEMPLOYMENT	2,201.00	0.00	810.35	1,390.65	37%	2,201.00	0.00	944.19	1,256.81	43%
	20-451-190-0000	WATER - TRAINING/STAFF DEVELOPMENT	2,000.00	180.00	1,042.64	957.36	52%	1,500.00	130.00	1,255.00	245.00	84%
	20-451-193-0000	WATER - UNIFORMS	2,500.00	79.08	1,512.71	987.29	61%	2,700.00	43.12	1,455.41	1,244.59	54%
	20-451-198-0000	WATER - LONGEVITY	1,013.00	0.00	1,012.50	0.50	100%	1,013.00	0.00	1,012.50	0.50	100%
	20-451-201-0000	WATER - POSTAGE	6,500.00	2.53	1,567.82	4,932.18	24%	6,000.00	496.49	4,849.77	1,150.23	81%
	20-451-202-0000	WATER - GENERAL SUPPLIES	3,000.00	390.83	2,662.85	337.15	89%	3,000.00	188.40	2,459.38	540.62	82%
	20-451-202-0002	WATER - DUES/SUBSCRIPTIONS	1,050.00	0.00	198.00	852.00	19%	1,050.00	192.50	532.50	517.50	51%
	20-451-202-0003	WATER - ADVERTISING	2,500.00	0.00	0.00	2,500.00	0%	1,600.00	0.00	0.00	1,600.00	0%
	20-451-209-0000	WATER - GASOLINE	3,700.00	219.48	2,138.33	1,561.67	58%	5,200.00	232.94	2,006.29	3,193.71	39%
	20-451-211-0000	WATER - LP GAS	20,000.00	2,455.31	9,242.54	10,757.46	46%	20,000.00	808.48	6,951.61	13,048.39	35%
	20-451-217-0000	WATER - CHEMICALS	18,000.00	2,287.87	13,544.43	4,455.57	75%	22,000.00	0.00	7,583.39	14,416.61	34%
	20-451-301-0000	WATER - COMMUNICATION SERVICES	3,800.00	290.60	3,263.99	536.01	86%	3,800.00	-1,183.94	2,592.21	1,207.79	68%
	20-451-302-0000	WATER - ELECTRICITY	53,000.00	5,082.33	40,524.71	12,475.29	76%	47,000.00	4,952.79	32,799.90	14,200.10	70%
	20-451-401-0000	WATER - BUILDING MAINTENANCE	7,000.00	0.00	4,483.89	2,516.11	64%	7,000.00	189.71	9,274.50	-2,274.50	132%
	20-451-402-0000	WATER - EQUIPMENT MAINTENANCE/LEASE	4,000.00	0.00	0.00	4,000.00	0%	4,000.00	0.00	0.00	4,000.00	0%
	20-451-403-0000	WATER - VEHICLE MAINTENANCE	5,000.00	98.00	722.22	4,277.78	14%	5,000.00	0.00	5,863.28	-863.28	117%
	20-451-406-0000	WATER - SYSTEM MAINTENANCE	50,000.00	1,529.00	30,227.57	19,772.43	60%	45,000.00	1,408.40	33,326.75	11,673.25	74%
	20-451-504-0000	WATER - PROPERTY-LIABILITY INSURANCE	5,179.00	0.00	5,179.00	0.00	100%	4,280.00	0.00	4,280.00	0.00	100%
	20-451-702-0000	WATER - CONTRACTED SERVICES	10,000.00	522.00	9,176.85	823.15	92%	15,000.00	1,266.00	6,905.10	8,094.90	46%
20-451-703-0000	WATER - AUDIT	3,484.00	0.00	3,484.00	0.00	100%	3,484.00	0.00	3,484.00	0.00	100%	
20-451												

Town of Newmarket, New Hampshire  
Expense Report <sup>a b</sup>  
For the Period Ended April 30, 2017

Fiscal Year 2017							Fiscal Year 2016					
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used
Sewer	30-471-101-0000	WW - FULL TIME SALARIES	230,469.00	16,942.75	179,526.39	50,942.61	78%	209,313.00	13,283.26	141,632.41	67,680.59	68%
	30-471-102-0000	WASTEWATER - OVERTIME	19,000.00	1,272.16	13,964.69	5,035.31	73%	17,000.00	1,465.40	13,015.25	3,984.75	77%
	30-471-103-0000	WASTEWATER PART TIME SALARIES	8,487.00	336.00	2,407.28	6,079.72	28%	0.00	663.00	7,535.75	-7,535.75	0%
	30-471-150-0000	WASTEWATER - FICA	14,204.00	1,047.24	11,329.75	2,874.25	80%	14,204.00	865.73	9,282.35	4,921.65	65%
	30-471-151-0000	WASTEWATER - MEDICARE	3,322.00	244.91	2,649.80	672.20	80%	3,322.00	202.43	2,170.60	1,151.40	65%
	30-471-155-0000	WASTEWATER - HEALTH INSURANCE	71,120.00	5,918.10	59,181.03	11,938.97	83%	87,510.00	5,206.33	52,063.28	35,446.72	59%
	30-471-156-0000	WASTEWATER - RETIREMENT	24,674.00	1,995.51	21,821.29	2,852.71	88%	24,674.00	1,619.52	17,145.59	7,528.41	69%
	30-471-159-0000	WASTEWATER - LIFE/DISABILITY INSURANCE	2,195.00	200.92	1,833.22	361.78	84%	2,195.00	27.00	1,357.02	837.98	62%
	30-471-160-0000	WASTEWATER - WORKERS COMPENSATION	5,899.00	0.00	5,899.00	0.00	100%	5,899.00	0.00	5,899.00	0.00	100%
	30-471-161-0000	WASTEWATER - UNEMPLOYMENT INSURANCE	3,157.00	0.00	1,162.68	1,994.32	37%	3,157.00	0.00	1,353.88	1,803.12	43%
	30-471-162-0000	WASTEWATER - EMPLOYEE TESTING	750.00	0.00	0.00	750.00	0%	750.00	0.00	0.00	750.00	0%
	30-471-190-0000	WASTEWATER - TRAINING/STAFF DEVELOPMENT	5,000.00	0.00	3,420.36	1,579.64	68%	3,500.00	0.00	3,225.92	274.08	92%
	30-471-193-0000	WASTEWATER - UNIFORMS	3,700.00	156.69	4,540.74	-840.74	123%	3,600.00	67.58	1,875.15	1,724.85	52%
	30-471-198-0000	SEWER - LONGEVITY	1,913.00	0.00	1,687.50	225.50	88%	1,913.00	0.00	1,687.50	225.50	88%
	30-471-201-0000	WASTEWATER - POSTAGE	6,500.00	2.53	2,303.98	4,196.02	35%	6,000.00	496.49	4,838.34	1,161.66	81%
	30-471-202-0000	WASTEWATER - GENERAL SUPPLIES	3,000.00	416.17	4,111.83	-1,111.83	137%	3,000.00	20.90	3,994.98	-994.98	133%
	30-471-202-0002	WASTEWATER - DUES/SUBSCRIPTIONS	800.00	0.00	210.00	590.00	26%	800.00	192.50	893.50	-93.50	112%
	30-471-202-0003	WASTEWATER - ADVERTISING	2,000.00	0.00	0.00	2,000.00	0%	1,500.00	254.65	565.79	934.21	38%
	30-471-209-0000	WASTEWATER - GASOLINE	5,000.00	112.75	1,212.89	3,787.11	24%	5,000.00	193.98	1,696.77	3,303.23	34%
	30-471-215-0000	WASTEWATER - LAB SUPPLIES	30,000.00	3,292.17	20,617.06	9,382.94	69%	20,000.00	977.90	23,437.56	-3,437.56	117%
	30-471-217-0000	WASTEWATER - CHEMICALS	53,000.00	1,678.00	19,512.16	33,487.84	37%	40,000.00	3,103.50	21,944.30	18,055.70	55%
	30-471-301-0000	WASTEWATER - COMMUNICATION SERVICE	6,800.00	689.53	5,444.55	1,355.45	80%	6,800.00	384.49	5,423.94	1,376.06	80%
	30-471-302-0000	WASTEWATER - ELECTRICITY	144,000.00	9,407.69	73,699.35	70,300.65	51%	84,000.00	10,483.03	74,334.54	9,665.46	88%
	30-471-303-0000	WASTEWATER - HEAT & OIL	35,000.00	3,440.00	6,804.32	28,195.68	19%	30,000.00	0.00	12,800.71	17,199.29	43%
	30-471-401-0000	WASTEWATER - BUILDING MAINTENANCE	25,000.00	497.73	17,412.28	7,587.72	70%	23,000.00	520.88	24,508.95	-1,508.95	107%
	30-471-403-0000	WASTEWATER - VEHICLE MAINTENANCE	5,000.00	0.00	2,257.54	2,742.46	45%	5,000.00	0.00	1,714.60	3,285.40	34%
	30-471-406-0000	WASTEWATER - SYSTEM MAINTENANCE	50,000.00	1,416.49	23,728.20	26,271.80	47%	50,000.00	6,333.74	29,630.40	20,369.60	59%
	30-471-504-0000	WASTEWATER - PROPERTY/LIABILITY INSURANCE	10,575.00	0.00	10,575.00	0.00	100%	8,740.00	0.00	8,740.00	0.00	100%
	30-471-538-0000	WASTEWATER - SLUDGE DISPOSAL	55,000.00	11,517.18	27,462.89	27,537.11	50%	30,000.00	2,307.27	32,395.85	-2,395.85	108%
	30-471-702-0000	WASTEWATER - CONTRACT SERVICES	13,000.00	1,710.00	6,212.50	6,787.50	48%	17,500.00	0.00	11,317.87	6,182.13	65%
	30-471-703-0000	WASTEWATER - AUDIT	3,425.00	0.00	3,425.00	0.00	100%	3,425.00	0.00	3,425.00	0.00	100%
	30-471-704-0000	WASTEWATER - ENGINEERING	30,000.00	666.01	15,742.32	14,257.68	52%	30,000.00	2,287.08	5,261.92	24,738.08	18%
	30-471-804-0000	WASTEWATER - NPDES PERMITS	0.00	0.00	0.00	0.00	0%	60,000.00	0.00	0.00	60,000.00	0%
	30-471-900-0000	WASTEWATER - TRANSFER TO CAPITAL RESERVE	174,200.00	0.00	174,200.00	0.00	100%	164,200.00	0.00	164,200.00	0.00	100%
	30-471-950-0000	WW - BONDS & NOTES PRINCIPLE	102,540.00	0.00	102,540.06	-0.06	100%	102,540.00	0.00	102,540.06	-0.06	100%
	30-471-951-0000	WW - BONDS & NOTES INTEREST	29,238.00	0.00	29,236.91	1.09	100%	32,895.00	0.00	32,893.99	1.01	100%
			1,177,968.00	62,960.53	856,132.57	321,835.43	73%	1,101,437.00	50,956.66	824,802.77	276,634.23	75%
Total Operating Budget			9,996,942.00	583,180.79	7,962,259.55	2,034,682.45	80%	9,656,419.00	529,466.64	7,706,220.72	1,950,198.28	80%