PROPOSED 2018 BUDGET

Town of Wolfeboro

	1 2016 APPROVED BUDGET As of DECEMBER	2 2016 ACTUAL EXPENSE	3 2017 APPROVED BUDGET As of NOVEMBER	4 2017 EXPENDED TO DATE As of JULY 2017	5 2018 DEPARTMENT REQUEST	6 2018 TOWN MANAGER	7 2018 BOARD OF SELECTMEN	8 2018 BUDGET COMMITTEE	9 $ INCREASE/ DECREASE	10 $ INCREASE/ DECREASE
Technology Services										
01-41990-117		**PART-TIME SALARY**								
	0.00	0.00	9,500.00	2,354.00	13,000.00				3,500.00	36.84%

10 hrs x 13 weeks x 25.00/hr = 3,250.00
10 hrs. x 39 weeks x 25.00/hr - 9,750.00
Total 13,000.00

Note:Increase is due to first year that position has been budgeted for a full year. Last year (2017) was the original year position was instituted and was budgeted April through December.

100 Series Total										
	0.00	**0.00**	**9,500.00**	**2,354.00**	**13,000.00**	**0.00**	**0.00**	**0.00**	**3,500.00**	**36.84%**

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Town of Wolfeboro

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01-41990-220	**SOCIAL SECURITY**								
0.00	0.00	727.00	180.10	995.00				268.00	36.86%
13,000 x .0765 = 994.50									
01-41990-250	**UNEMPLOYMENT COMPENSATION**								
0.00	0.00	32.00	20.16	33.00				1.00	3.13%
13,000 x .0025 = 32.50									
01-41990-260	**WORKERS COMPENSATION**								
0.00	0.00	18.00	18.00	29.00				11.00	61.11%
13,000 x .0022 = 28.60									
200 Series Total									
0.00	**0.00**	**777.00**	**218.26**	**1,057.00**	**0.00**	**0.00**	**0.00**	**280.00**	**36.04%**

PROPOSED 2018 BUDGET

Town of Wolfeboro

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01-41990-380		**WEBSITE MAINTENANCE/HOSTING**							
10,780.00	10,780.00	8,200.00	3,000.00	5,800.00				-2,400.00	-29.27%

DETAIL COLUMN 5

This line item tracks the cost of maintaing the Town's various websites, with the exception of the Town Library.

Finance - Virtual Town Hall Maintenance Fees = $ 3,400
The Town is now on a year-to-year contract with Virtual Towns & Schools. This service is billed in December each year. Payments for recent upgrade to DRUPAL platform were made in 2016 & 2017.

Assessing - Cartographics Associates Website Hosting = $ 2,400 annual fee for hosting property assessment value website. Website was formerly hosted by Avitar.

Total $ 5,800

300 Series Total

10,780.00	**10,780.00**	**8,200.00**	**3,000.00**	**5,800.00**	**0.00**	**0.00**	**0.00**	**-2,400.00**	**-29.27%**

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01-41990-425		**COMPUTER MAINTENANCE**							
166,632.00	167,368.47	127,429.00	108,657.21	130,173.00				2,744.00	2.15%

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PLEASE SEE SCHEDULE A - NEXT PAGE

This is the fourth year under contract with Block 5 Technologies as our IT Maintenance provider. As such is the case, items that relate to, or applications provided through their firm should not vary from year to year..

2016 was the final year that our payment to Systems & Software, for the recent upgrade/maintenance agreement at $ 78,578 for both the upgrade cost, as well as normal maintenance yearly fees. In 2017 the Town went back to maintenance contract only at $35,000 per year.

Anti-virus protection is included under our Block 5 contract.

Offsite backup services for both the Finance and Police/Fire department has <u>not</u> increased . The major amount of data in Finance rests with the Billings and Collections department, which maintains sales data back to 1996. 2017 was the first year that data from both the Police and Fire department are fully stored offsite. The Police Department has had offsite storage and previously the Fire Department was using Terabyte drives to maintainits offsite needs. Both will now be maintained offsite.

Our Munismart annual maintenance fee increases from year. At this point, I have contacted Harris Computer Systems for next years' number and will update the budget estimate as soon as it is received.

Digital Data Storage Fees includes $ 150 per month for ImageSilo Document Management Software (Including 3 GB per month cloud storage) plus $ 430 per year OCR Scan Software maintenance fee. Total is $ 2,230 per year.

Server warranties are maintained on a three year basis and include parts and labor.

The Avitar Billings & Collections application allows for the download of property appraisal data into the Enquesta billing application. From there data is sent twice a year to Bill Trust , a bill processing company that prints and mails property tax bills to taxpayers twice a year. Cartographic Associates, Inc maintains, prints and digitizes our tax maps. The cost of digitization of tax maps is budgeted in the Assessing Department budget.

ESRI - Arc-GIS ,PWIM and Query Manager Support are infrastructure mapping applications provided through CAI and primarily used by DPW, Planning and consultants. AxisGIS Online Viewer - WEBGIS Support is a similar application, provided by CAI, that allows the public and several other designated staff members to view and print out mapping data as necessary. CAI also maintains our new fixed asset database that is accessible only by staff.

The Fire Department no longer uses the Firehouse Software application. Fire Department applications and data now reside on a server shared with the Police Department and it backed up to the cloud on a regular basis.

The previous appropriation for EZ Stream, which was used by Wolfeboro Community Television to steam all public meetings has been changed by WCT to a different, free service in 2016 with no cost to the Town.

With the exception of the Wolfeboro Public Library, all Town departments are now on MicroSoft 365 email. As such is the case, there is the need to increase the

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appropriation for that service by $ 226 in 2018.

Due to the unsatisfactory performance of MicroSoft One Drive, we have been using Anchor file sharing since late in 2015. 2018 will be the second year that I have budgeted for this service. It is used by my department, the Town Clerk, as well as by Parks & Recreation.

There was no request by Block5 Technologies for an appropriation increase.

Bluetooth capability was added in 2017 adding further connectivity to our police cruisers.

Total for 2018 is $ 130,173.00.

01-41990-440 **RENTALS & LEASES**

1	2	3	4	5	6	7	8	9	10
3,090.00	3,089.76	13,590.00	11,540.30	11,609.00				-1,981.00	-14.58%

DETAIL COLUMN 5

This line item provides funding for the lease/rental of various office equipment and software purchases made by the Town.

Year five (5) of a five-year lease purchase agreement (Gorham Leasing) for the installation of a telephone system at the Town Office building = $ 1,900.

In 2017 we upgraded the Fire Department's technology capabilities with $ 10,000 for purchase of a new server as well as installation costs and $ 25,000 for the upgrade of a new IMC application. 2018 includes the second year of a four (4) year lease purchase agreement.

Total request for 2018 is $ 11,609.00..

400 Series Total

1	2	3	4	5	6	7	8	9	10
169,722.00	**170,458.23**	**141,019.00**	**120,197.51**	**141,782.00**	**0.00**	**0.00**	**0.00**	**763.00**	**0.54%**

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01-41990-725		**COMPUTER HARDWARE**							
14,920.00	17,208.93	15,200.00	7,951.51	10,900.00				-4,300.00	-28.29%

DETAIL COLUMN 5

This line item provides for the purchase and replacement of the towns personal computers, servers and printers during the year.

Computer equipment as noted under the 2017 column of the attached inventory spreadsheet. $ 8,400.

Allowance For Personal Computer and Peripherals That Go Down During The Year $ 2,500

Total: $ 10,900

700 Series Total

14,920.00	**17,208.93**	**15,200.00**	**7,951.51**	**10,900.00**	**0.00**	**0.00**	**0.00**	**-4,300.00**	**-28.29%**

PROPOSED 2018 BUDGET

Town of Wolfeboro

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Technology Services Total									
195,422.00	**198,447.16**	**174,696.00**	**133,721.28**	**172,539.00**	**0.00**	**0.00**	**0.00**	**-2,157.00**	**-1.23%**

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Technology Services										
02-41990-425 COMPUTER MAINTENANCE										
	2,000.00	2,000.00	2,000.00	0.00	2,000.00				0.00	0.00%
Allowance for Computer Maintenance/Monitoring contract that covers most Water Department computers. Backup detail can be found under the main technology budget.										
400 Series Total										
	2,000.00	**2,000.00**	**2,000.00**	**0.00**	**2,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

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02-41990-725 COMPUTER HARDWARE										
	0.00	____________	1,000.00	0.00	1,000.00				0.00	0.00%
Allowance for purchase of one desktop computer and printer.										
700 Series Total	**0.00**	**0.00**	**1,000.00**	**0.00**	**1,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

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Technology Services										
03-41990-425 COMPUTER MAINTENANCE										
	2,000.00	2,000.00	2,000.00	0.00	2,000.00				0.00	0.00%

DETAIL COLUMN 5

Allowance for proposed Computer Maintenance/Monitoring contract that would cover most MED computers. Backup detail can be found under the main technology budget

	1	2	3	4	5	6	7	8	9	10
400 Series Total	**2,000.00**	**2,000.00**	**2,000.00**	**0.00**	**2,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

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03-41990-725		**COMPUTER HARDWARE**							
0.00	____________	1,000.00	0.00	1,000.00				0.00	0.00%
Allowance for purchase of one desktop computer and printer.									
700 Series Total									
0.00	**0.00**	**1,000.00**	**0.00**	**1,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

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Town of Wolfeboro

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Technology Services										
04-41990-425 COMPUTER MAINTENANCE										
	2,000.00	2,000.00	2,000.00	0.00	2,000.00				0.00	0.00%

DETAIL COLUMN 5

Allowance for proposed Computer Maintenance/Monitoring contract for most Sewer Department computers. Backup detail can be found under the main technology budget

400 Series Total										
	2,000.00	**2,000.00**	**2,000.00**	**0.00**	**2,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

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04-41990-725 COMPUTER HARDWARE										
	0.00	0.00	1,000.00	0.00	1,000.00				0.00	0.00%
Allowance for purchase of one desktop computer and printer.										
700 Series Total	**0.00**	**0.00**	**1,000.00**	**0.00**	**1,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**