

**UVLSRPC Fiscal Year 2017 Budget Proposal (For Consideration at the UVLSRPC Annual Meeting on June 15, 2016)**

Revenue	FY 2017	Notes
<b>Municipal Dues</b>		
Estimated UVLSRPC Municipal Dues	\$ 110,000	
<b>Other Revenue</b>		
RSA Books	\$ 2,000	Revenue from RSA book sales.
<b>Project Revenue: Tier 1- Confirmed or Pending Projects/Programs</b>		
Claremont Circuit Rider (Anticipated 7/1/16-12/31/16 Extension)	\$ 29,500	Likely to be renewed for additional six months. Potential renewal for second six months of FY 2017.
Claremont Circuit Rider (Potential 1/1/17-6/30/17 Extension)	\$ 29,000	
Claremont Community Readiness Assessment	\$ 5,950	New Project for FY 2017
Claremont GIS Technical Assistance	\$ 11,000	Likely to continue throughout FY 2017.
Connecticut River Joint Commissions Administration	\$ 57,560	Contract will continue throughout FY 2017.
Eastman GIS Technical Assistance	\$ 5,000	Will continue throughout FY 2017.
EPA Brownfields Assessment Program	\$ 80,000	New Project (Proration of \$400,000 three-year)
Hazard Mitigation Plan- Lebanon	\$ 1,000	Project will end in FY 2017.
Hazard Mitigation Plans- Claremont, Cornish, and Newbury	\$ 19,500	New Project
Household Hazardous Waste Collections	\$ 63,500	Approximately \$53,500 will be used for HHW hauler expenses.
NHDOT- Interstate 89 Transit Feasibility Study	\$ 40,000	Project carries over from FY 2016.
NHDOT- Transit Signal Priority Study	\$ 40,000	Project carries over from FY 2016.
NHDOT Section 5310 Purchase of Service	\$ 50,000	Will continue throughout FY 2017.
NHDOT Unified Planning Work Program	\$ 202,000	Second year of Unified Planning Work Program.
OEP Targeted Block Grant	\$ 11,100	Will continue throughout FY 2017.
Orford Circuit Rider	\$ 5,760	Will continue throughout FY 2017.
Springfield Circuit Rider	\$ 5,760	Likely to continue throughout FY 2017.
Wilmot Circuit Rider	\$ 5,760	Likely to continue throughout FY 2017.
Wilmot Master Plan	\$ 15,000	New Project
<b>Total Confirmed/Pending Revenue (Dues/Other/Tier 1 Projects)</b>	<b>\$ 789,390</b>	
<b>Project Revenue: Tier 2- Proposed/Potential Projects for FY 2017</b>		
Claremont Master Plan Assistance- Land Use Chapter	\$ 2,200	Likely to begin in July 2017.
NH Charitable Foundation Community Express Grant	\$ 4,640	Grant application submitted in May 2016.
Northern Border Regional Commission Project Administration	\$ 6,500	Assumes one NBRC project will be funded in the region.
Orford Natural Resources Inventory Update	\$ 5,420	Proposal Submitted on 6/1/16.
Regional Housing Needs Assessment	\$ 59,320	Required five-year update to 2012 HNA, application submitted 6/6/16.
Springfield Master Plan Community Survey	\$ 3,950	Proposal submitted.
USDA Solid Waste Management Grant	\$ 150,000	Proration of \$200,000 grant concurrent with the federal fiscal year.
<b>Total Proposed/Potential Revenue (Tier 2 Projects)</b>	<b>\$ 232,030</b>	
<b>Total Revenue (Dues/Other/Tier 1/Tier 2 Projects)</b>	<b>\$ 1,021,420</b>	
<b>Project Revenue: Tier 3- Projects in Conceptual Stage</b>		
Ct. River Byway Project Administration	\$ 5,000	Assistance in closing out a Scenic Byways grant. Scope of work yet to be determined, mtg with PB on 6/13/16.
Lempster Master Plan	TBD	
Regional Comprehensive Economic Development Strategy (CEDS)	\$ 65,000	Proposal to be submitted to the U.S. EDA.
USDA Rural Community Development Initiative	TBD	Statewide proposal in scoping phase.
<b>Total Potential Revenue (Tier 3 Projects)</b>	<b>\$ 70,000</b>	

Expenses	FY 2017	Notes
<b>Salary</b>		
Salary	\$ 442,500	Reduction due to Accounting Manager Position being a consultant
<b>Benefits</b>		
Health/Dental Insurance	\$ 65,000	Rates will increase approximately 7%
Retirement Match	\$ 26,500	Assumes all eligible employees match at 6%.
<b>Other Fringe Benefits and Taxes</b>		
Payroll Taxes	\$ 34,000	Approximately 7.65% of total payroll.
Worker's Compensation	\$ 1,300	Costs are essentially level for FY 2017
Short-Term Disability	\$ 3,400	Costs projected to decrease approximately 14% in FY 2017
Long-Term Disability	\$ 2,400	Level for FY 2017.
Life Insurance	\$ 575	Level for FY 2017.
Unemployment	\$ 525	Level for FY 2017.
<b>Project Consultants</b>		
Household Hazardous Waste Hauler	\$ 53,500	Hauling expenses for HHW collections.
Section 5310 Purchase of Service	\$ 47,620	Payments to transit providers for provision of 5310 transit services.
I-89 Transit Design Consultant	\$ 40,000	Specific to FTA Section 5305 Grant-funded Project
Transit Signal Priority Study Consultant	\$ 40,000	Specific to FTA Section 5305 Grant-funded Project
Brownfields Consulting	\$ 25,000	New Project
Claremont CRA Mini-Grant	\$ 3,000	Implementation Project from Community Readiness Assessment
<b>Occupancy Expenses</b>		
Rent	\$ 47,000	Lease renewal rates in effect, CAM expenses likely to increase
<b>Professional Fees</b>		
Audit	\$ 9,250	Will decrease as A-133 single audit will not be needed
Legal Fees	\$ 1,250	
Website Consultant	\$ 500	Wetherbee Creative for website services on-call rather than on retainer.
IT Consultant	\$ 5,000	Based on FY 2016 Actual Expenses
Financial Consultant	\$ 23,250	
Misc. Professional Consultants	\$ 500	
<b>Office Expenses</b>		
Supplies	\$ 10,000	Based on FY 2016 Actual Expenses
Postage	\$ 4,300	Based on FY 2016 Actual Expenses
Software/Data Services	\$ 15,000	Increase in data storage costs for FY 2017.
Telephone	\$ 3,750	
Copier	\$ 6,500	
Subscriptions	\$ 1,250	Based on FY 2016 Actual Expenses
Planning/Land Use Law Books	\$ 2,000	
Publications	\$ 6,750	Based on FY 2016 Actual Expenses
Advertising	\$ 6,000	
Professional Development	\$ 7,500	
Travel/Rooms and Meals	\$ 12,500	Based on FY 2016 Actual Expenses
Vehicle Expenses	\$ 8,000	New lease will result in savings of approx \$40-50 per month.
Annual Meeting/Special Events	\$ 4,500	
<b>Other Business Expenses</b>		
Liability Insurance	\$ 6,200	Marginal increase in cost for FY 2017.
Misc. Equipment Maintenance	\$ 250	
Dues/Memberships	\$ 6,300	Based on FY 2016 Actual Expenses
<b>Fixed Assets</b>		
Computers/Printers	\$ 1,000	
Traffic Counters	\$ 2,400	
Plotter Maintenance	\$ 350	
Office Furniture	\$ 250	Most office needs can be incorporated into tenant allowance with landlord.
<b>Total Expenses</b>	<b>\$ 976,870</b>	