

FY25 Board of Selectmen Budget

Town of Hudson, NH

	1	2	3	4	5	6	
	FY21	FY22	FY23	FY24	FY25	FY25	
	Actuals	Actuals	Actuals	Town	Dept Head	BOS	
	As of June 2021	As of June 2022	As of June 2023	Approved	Budget	Budget	
				As of June 2024			
01-4140-5030-101-000	TC/TC, Salaries	182,682.69	179,521.84	203,807.80	201,648.00	265,606.00	265,606.00
01-4140-5030-103-000	TC/TC, Salaries Temporary	3,603.75	0.00	0.00	0.00	0.00	0.00
01-4140-5030-105-000	TC/TC, Salaries Overtime	13,544.54	2,328.95	19,954.96	2,200.00	2,414.00	2,414.00
01-4140-5030-108-000	TC/TC, Fica	22,559.69	19,727.11	21,290.30	21,949.00	26,580.00	21,869.00
01-4140-5030-112-000	TC/TC, State Retirement	27,311.10	33,329.23	33,743.37	35,632.00	44,596.00	36,263.00
01-4140-5030-119-000	TC/TC, Salary of Elected Official	72,149.59	55,557.22	32,923.61	59,506.00	61,589.00	0.00
01-4140-5030-121-000	TC/TC, Flex Cash Benefits	25,277.98	22,989.60	22,792.80	23,562.00	17,846.00	17,846.00
01-4140-5030-122-000	TC/TC, Insurance Benefits	27,847.83	29,740.35	20,183.79	27,389.00	112,077.00	77,477.00
01-4140-5030-214-000	TC/TC, Notices/Newspaper Ads	559.75	0.00	0.00	400.00	0.00	0.00
01-4140-5030-216-000	TC/TC, Deeds/Legal Documents	792.62	634.51	1,413.75	1,500.00	1,700.00	1,700.00
01-4140-5030-217-000	TC/TC, Assoc. Dues, Fees	40.00	154.90	1,645.90	265.00	450.00	124.00
01-4140-5030-221-000	TC/TC, Equipment Rental	907.03	800.04	584.12	902.00	902.00	451.00
01-4140-5030-230-000	TC/TC, Meals In Town	0.00	0.00	63.64	0.00	0.00	0.00
01-4140-5030-233-000	TC/TC, Mileage Reim.	0.00	0.00	0.00	550.00	550.00	275.00
01-4140-5030-234-000	TC/TC, Lodging	0.00	0.00	0.00	500.00	800.00	400.00
01-4140-5030-235-000	TC/TC, Registration Fees	0.00	50.00	0.00	435.00	435.00	385.00
01-4140-5030-238-000	TC/TC, Postage	43,629.13	35,890.40	35,860.10	36,000.00	45,000.00	29,448.00
01-4140-5030-241-000	TC/TC, Printing	5,623.90	5,078.49	7,217.46	4,740.00	6,000.00	3,120.00
01-4140-5030-252-000	TC/TC, Professional Services	3,264.91	2,856.92	2,320.50	3,250.00	2,800.00	2,800.00
01-4140-5030-301-000	TC/TC, Paper	0.00	0.00	170.07	0.00	175.00	88.00
01-4140-5030-303-000	TC/TC, Office Supplies	3,560.98	1,935.40	5,199.63	3,000.00	5,000.00	4,450.00
01-4140-5030-326-000	TC/TC, Furniture	894.58	0.00	0.00	0.00	5,000.00	0.00
01-4140-5030-340-000	TC/TC, Sm. Operating Materials	1,251.15	1,347.49	1,994.33	1,375.00	1,600.00	0.00
Town Clerk/Tax Collector Total							464,716.00

5030 TAX COLLECTOR		Sub TTL	FY24	FY25	% Change
Cmdty	Unit	Price p/Unit	Unit Price		
1XX	Salary and Benefits Combined 5 Full Time Employees		371,886	421,475	13.3%
214	Notices/Newspaper Ads Notices for Elections, Filing Periods, Ads for positions		400	0	0.0%
216	Deeds/Legal Documents Property Tax Liens and Redemptions, filing fees, at Registry of Deeds		1,500	1,700	13.3%
217	Association Dues, Fees Association dues for Tax Collector Associations		265	124	-53.2%
221	Equipment Rental		902	451	-50.0%
233	Mileage Reimbursement For employees using their own vehicles for mandatory workshops/training sessions in Concord or other locales		550	275	-50.0%
234	Lodging Lodging/meals for Tax Collector Annual Conference		500	400	-20.0%
235	Registration Fees Fees for Annual Conferences & workshops.		435	385	-11.5%
238	Postage Postage for the following: - 18,000 annual motor vehicle renewal letters (approx. 1500/month) - 700-800 Delinquent Tax Notices - 900 Certified Mail (Impending Lien Letters, Impending Deed Ltrs, Mortgage Notifications as required by NH State Law. - 9,700 Semi Annual Tax Bills (19,400 total per year using lower bulk rate of \$0.53 avg) - 250/month miscellaneous mail - \$0.02 anticipated rate increase for 2024		36,000	29,448	-18.2%

5030 TAX COLLECTOR		Unit	Price p/Unit	Sub TTL	FY24	FY25	% Change
241	Printing Printing costs for tax bills, motor vehicle notices, 25,000 #9 return envelopes, 25,000 #7 correspondence envelopes, and 25,000 grey perforated paper for property tax bills.				4,740	3,120	-34.2%
252	Professional Services Mortgage research for Liens/Deeds @ \$15 per parcel <i>(Mortgage research costs of \$15/parcel are charged back to the delinquent resident).</i>				3,250	2,800	-13.8%
301	Paper Share of inhouse paper expense					88	100.0%
303	Office Supplies				3,000	4,450	48.3%
340	Small Operating Materials				1,375	0	-100.0%
	Summary Salary and Benefits Operating Budget				371,886 52,917	421,475 43,241	13.3% -18.3%
	Total				424,803	464,716	9.4%

Town of Hudson
Employee Wage & Benefit Detail
Fiscal Year 2025 Budget
Department 5030 Tax Collector

Employee Name	Employee Title	Annual Wages	Flex	FICA/Medicare	Pension	Health Insurance	Dental Insurance	Life & Disability Insurance	Total Benefits	Total Wage & Benefits
FULL TIME EMPLOYEES										
Strout-Lizotte, Christine	Tax Collector	\$61,589	\$0	\$4,712	\$8,333	\$32,190	\$1,942	\$469	\$34,601	\$109,234
Bisbing, Pamela	Assistant Town Clerk	\$53,914	\$2,053	\$4,281	\$7,295	\$14,903	\$533	\$418	\$15,854	\$83,397
Hynes-Brock, Evelyn	Assistant Town Clerk	\$46,717	\$5,716	\$4,011	\$6,321	\$0	\$0	\$305	\$305	\$63,070
Melanson, Donna	Deputy Town Clerk	\$60,362	\$10,078	\$5,389	\$8,167	\$0	\$1,031	\$468	\$1,500	\$85,494
Roberts, Cynthia	Assistant Town Clerk	\$43,025	\$0	\$3,291	\$5,821	\$23,844	\$1,067	\$305	\$25,217	\$77,355
	Total Full Time #101	\$265,606	\$17,846	\$21,684	\$35,936	\$70,937	\$4,574	\$1,966	\$77,477	\$418,550
OVERTIME										
Town Clerk	Overtime	\$2,414	\$0	\$185	\$327	\$0	\$0	\$0	\$0	\$2,925
	Total Overtime # 105	\$2,414	\$0	\$185	\$327	\$0	\$0	\$0	\$0	\$2,925
TOTAL 5030		\$268,020	\$17,846	\$21,869	\$36,263	\$70,937	\$4,574	\$1,966	\$77,477	\$421,475

5031 TOWN CLERK		Sub TTL	FY24	FY25	% Change
Comdy	Unit	Price p/Unit	Unit	Unit Price	
1XX	Salary and Benefits Combined 1 Elected Official		0	109,234	100.0%
214	Notices/Newspaper Ads Notices for Elections, Filing Periods, Ads for positions		0	0	0.0%
216	Deeds/Legal Documents Property Tax Liens and Redemptions, filing fees, at Registry of Deeds		0	0	0.0%
217	Association Dues, Fees Association dues for Town Clerk Associations, renewal fees for Town Clerk's Notary Public.		0	326	100.0%
221	Equipment Rental		0	451	100.0%
233	Mileage Reimbursement For Town Clerk using their own vehicle for mandatory workshops/training sessions in Concord or other locales		0	275	100.0%
234	Lodging Lodging/meals for Town Clerk Annual Conference		0	400	100.0%
235	Registration Fees Fees for Annual Conferences & workshops.		0	50	100.0%
238	Postage Postage for the following: - 4,800 Annual Dog License Letters & 1800 Overdue Dog Notices - 700-800 Delinquent Tax Notices - Certified Mail (Dog fines as required by NH State Law) - 250/month miscellaneous mail - \$0.02 anticipated rate increase for 2024 Presidential election mailer to 8900 voters in ward 1 at .43 per postcard Mailing of Absentee Ballots and Request Forms for 3 elections (Sept/Nov/March) Mailing to 9,700 Addresses for Sample Ballot for Town Election, cost share with School Dept		0	15,552	100.0%

5031 TOWN CLERK		Unit	Price p/Unit	Sub TTL	FY24	FY25	% Change
241	Printing Printing costs of approx. 50,000 #10 window envelopes for tax bills, dog & motor vehicle notices, 25,000 #9 return envelopes, 25,000 #7 correspondence envelopes, and 25,000 grey perforated paper for property tax bills, print Sample Town Election Ballots, print postcards for Presidential election.				4,740	2,880	-39.2%
301	Paper Share of inhouse paper expense				0	87	100.0%
303	Office Supplies Supplies for 3 elections (labels, envelopes, rubber bands, bankers boxes) New desk supplies Town Clerk				0	550	100.0%
326	Furniture Workstation/Desk for new TC				0	5,000	100.0%
340	Small Operating Materials Purchase of 5000 yearly dog licenses @ \$0.32/pc + shipping *Increase based off of what was paid this year*				0	1,600	100.0%
	Summary Salary and Benefits Operating Budget				0	109,234	100.0%
	Total				4,740	136,405	2777.7%

**Town of Hudson
Employee Wage & Benefit Detail
Fiscal Year 2025 Budget
Department 5031 Town Clerk**

Employee Name	Employee Title	Annual Wages	Flex	FICA/Medicare	Pension	Health Insurance	Dental Insurance	Life & Disability Insurance	Total Benefits	Total Wage & Benefits
Vacant	Town Clerk	\$61,589	\$0	\$4,712	\$8,333	\$32,190	\$1,942	\$469	\$34,601	\$109,234
Total Elected Offm #119		<u>\$61,589</u>	<u>\$0</u>	<u>\$4,712</u>	<u>\$8,333</u>	<u>\$32,190</u>	<u>\$1,942</u>	<u>\$469</u>	<u>\$34,601</u>	<u>\$109,234</u>
TOTAL 5031		<u>\$61,589</u>	<u>\$0</u>	<u>\$4,712</u>	<u>\$8,333</u>	<u>\$32,190</u>	<u>\$1,942</u>	<u>\$469</u>	<u>\$34,601</u>	<u>\$109,234</u>

ELECTED OFFICIALS