

Town of Effingham
2023 Budget Worksheet

Please provide (on reverse or attach a separate page(s)) an explanation for each line item that differs from previous year. Also, if new equipment is requested, please provide an itemized listing of the equipment.

Department: (4151) Budget Committee
 Contact Person: Dave strauss
 Submit Budget to Town Administrator by: 9/16/2022
 Board of Selectmen Presentation Date: See published Joint schedule
 Budget Committee Presentation Date: See published Joint schedule

4151- Budget Committee	2021 Actual	2022 Budget	2023 Budget Request	BOS	BC
				Approved	Approved
Advertising	\$58.50	\$50.00	\$50.00	}	
Mileage Reimbursement	\$0.00	\$0.00	\$0.00		
##Workshops	\$0.00	\$227.00	\$157.00		
office equipment & supplies	\$0.00	\$0.00	\$0.00		
Salary-Secretary	\$646.25	\$1,097.00	\$1,105.00		
Postage	\$0.00	\$20.00	\$0.00		
##2 books an 2 workshops					
TOTAL	\$704.75	\$1,394.00	\$1,312.00	1312	\$0.00

Reviewed by Effingham Board of Selectmen (date) 10/13/22 Budget Committee (date) _____

Estimated cost of Budget Committee recording secretary

3 meetings April, July & Sept.

9 meetings October thru Feb.

1 is a public hearing Feb.

Average 2.5 hours per meeting.

Average 2.0 hours per meeting to compile minutes and send as directed

Average 0.5 hours per meeting to post and send out notices/budget copies

Total 5.0 average hours of support per meeting X 12 meetings= 60 hours

Addition of 5 hours of support work for public hearing = 65 hours

Base salary of \$17 per hour X 65 hours= \$1,105.00

Total requested=== \$1,105.00