



TOWN OF HANOVER
550 HANOVER STREET
HANOVER, MASSACHUSETTS 02339

Advisory Committee

Hanover Advisory Committee

550 Hanover Street

Hanover, MA 02339

Meeting Minutes

Wednesday, March 20, 2019 – 7:00 pm

Ames Way DPW Facility

Committee Attendees

Ted Hickey

Sandra Hayes

Gavin Little-Gill

James Hoyes

Joan Port-Farwell

Jerry O'Hearn

Steven Freedman

Steven Kmito

Absent

Nick Morwood

Other Attendees

Joseph Colangelo, Town Manager

Victor Diniak, Director of Public Works

Kurt Kelley, Deputy Superintendent

Chelsea Stevens, Town Accountant

Opening

The meeting was opened at 7:02 p.m. by Chairman Ted Hickey.

Department of Public Works Operating Budget

Victor Diniak, Director of Public Works, presented the Department of Public Work's FY20 Operating Budget (attached). Victor explained that the increase in the Public Grounds budget is due to tree removal services and costs related to maintaining Forge Pond Park. The Transfer Station budget also increased, due to a rising cost in recycling services. The Committee

discussed the possibility of charging residents for Transfer Station stickers in order to try and offset the rising costs.

Water Enterprise Operating Budget

Victor Diniak presented the Water Enterprise FY20 Operating Budget (attached). Victor also discussed possibly increasing the water rates.

Tour of DPW Garage/Vehicles

The Committee took a tour of the DPW's garage and looked at all of the vehicles.

Adjournment

Steve Kmito made the motion to adjourn. This was seconded by Jerry O'Hearn. All were in favor and the meeting adjourned at 8:40 p.m.

PUBLIC WORKS



"Hanover, Honoring Yesterday As We Build For Tomorrow"

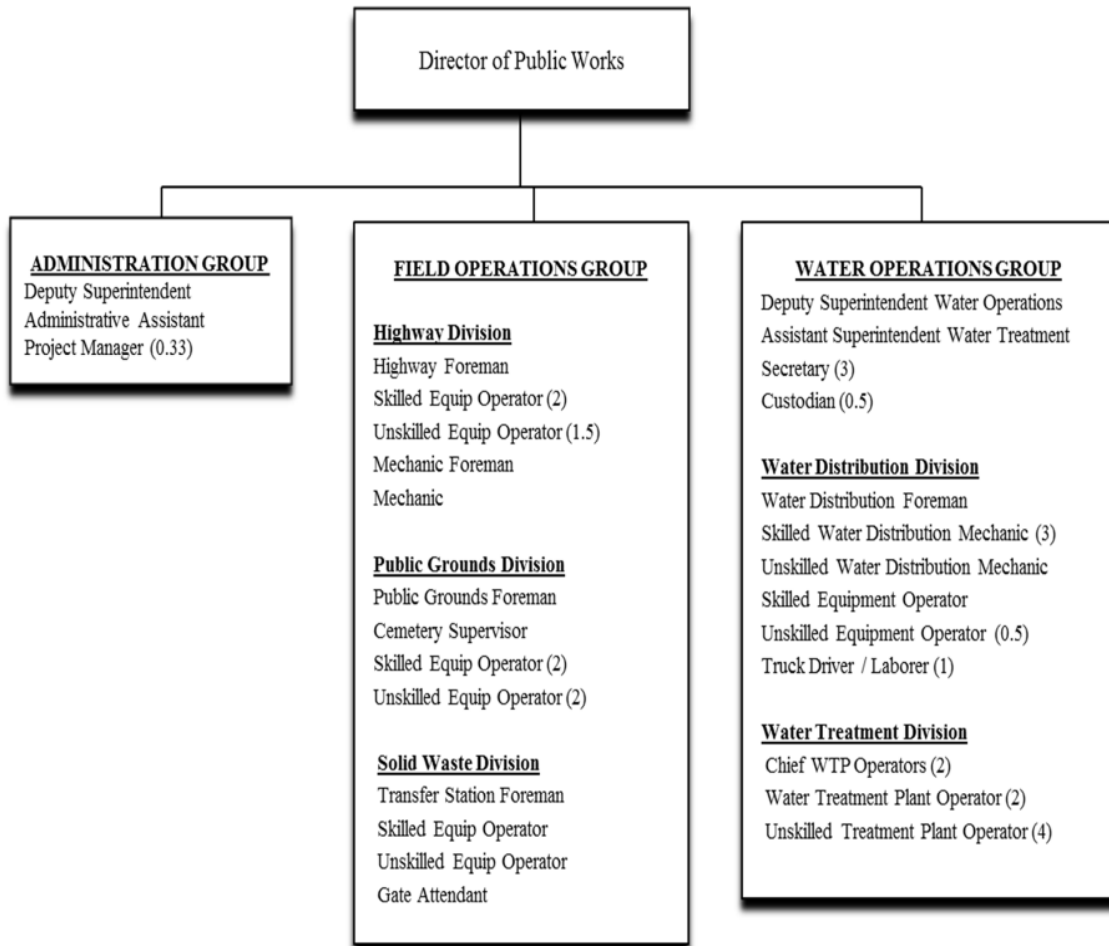


Public Works Department

Public Works Department Mission

The mission of the Hanover Public Works Department is to protect, preserve, improve and manage the Town's infrastructure and related assets. Infrastructure includes the Town's roadway and drainage network, dams, bridges, cemeteries, parks, transfer station, water distribution system, and drinking water treatment plants. In addition the DPW manages and provides snow removal services for all roads and facilities as well as support services for other Town departments. Public works employees are either working or on-call 24 hours a day, 365 days a year to respond to any infrastructure related challenge that may arise.

Organizational Chart





Public Works Department

Goals and Objectives

- Perform Chapter 90 funded street resurfacing.
- Perform Phase 2 inspection of the Forge Pond Dam and advance the design of necessary repairs to bring the structure up to current state dam safety standards.
- Perform year 2 tasks under the Town's stormwater management plan to comply with changes to federal stormwater regulations.
- Develop addition management dashboards for the Department's website.
- Develop strategies to control recycling costs in the solid waste budget.

Accomplishments

- Resurfaced Grove Street, Plain Street (Hanover St to Circuit Street), Greenhill Road, Teresa Lane, Kingston Road, Dana Drive, Washington Street (Oakland Ave to Broadway), Hanover Street (Rte 53 to Rte 139), Henderson Lane, Merritt Road, Simmons Lane, Old Washington Street, Union Street (Old Washington St to Constitution Way), Stonegate Lane, Arthur Matthew Drive, Sharon Drive, and Graham Hill Drive.
- Advanced the design of the repairs to the Curtis Crossing Dam to bring the dam up to current State dam safety standards.
- Processed and transferred 7,192 tons of solid waste and recyclables.
- Updated townwide street condition inventory and developed street repair priority list.
- Updated to the Town's Stormwater Management Plan and issued a Notice of Intent to comply with the 2018 Federal Stormwater General Permit.
- Integrated the DPW's website into the Town website, including new water quality pages and capital project pages in accordance with Board of Selectmen goals.

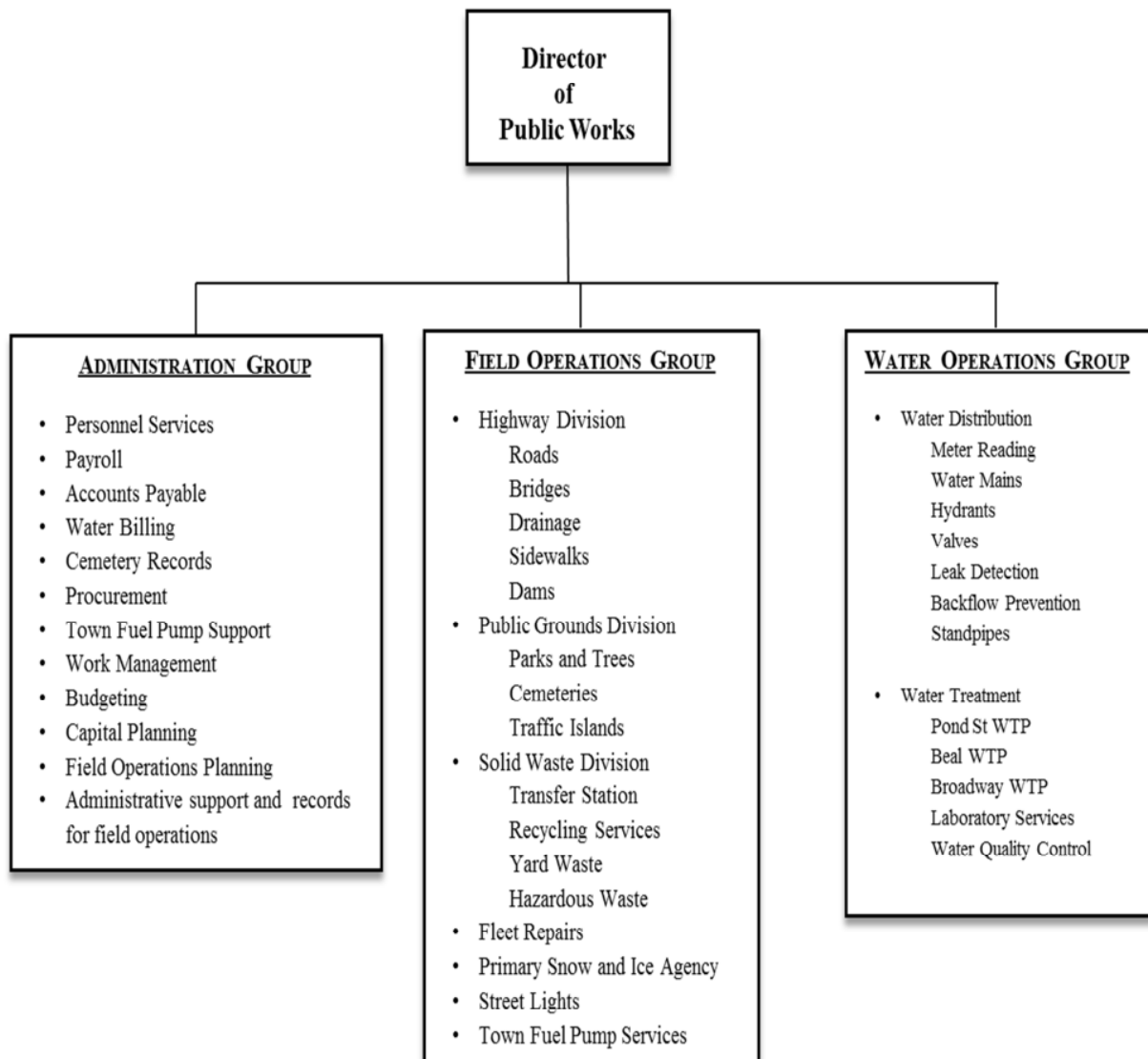


Public Works Department

Significant Budget Changes or Initiatives

The FY 20 budget contains additional funds to cover new recycling costs that developed over the course of FY 19. In addition, the budget also contains funding for a part-time stormwater/Water Management Act compliance coordinator. Finally, the budget funds negotiated increases for union personnel.

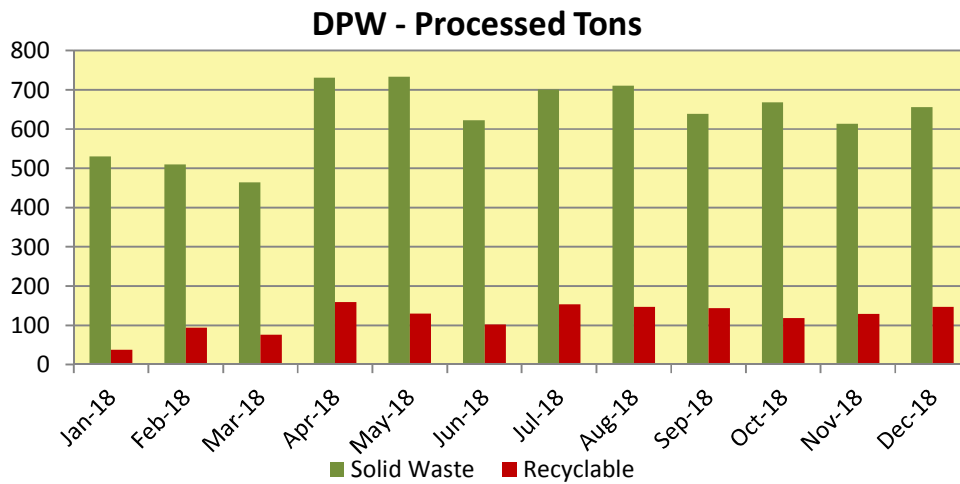
Programs and Services



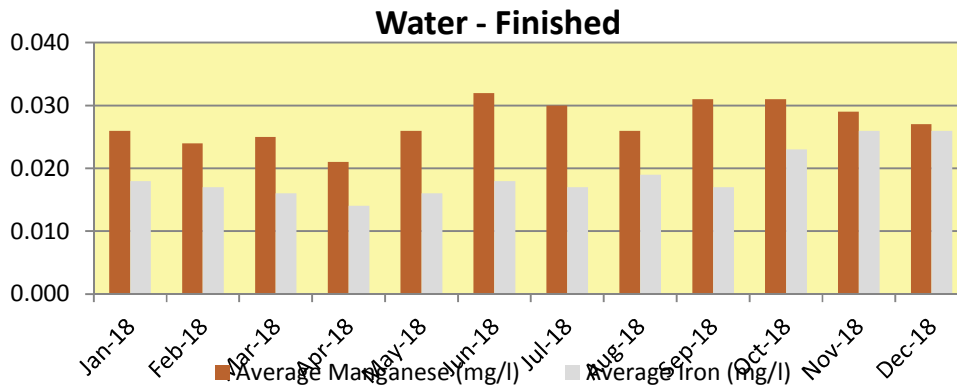


Public Works Department

Performance Measures



Total solid waste numbers for 2018 were up 4.5% over 2017. MSW was up 1.4%, Construction and demolition debris was up 13%, bulky waste was down 16% and recyclables up 13.6%.



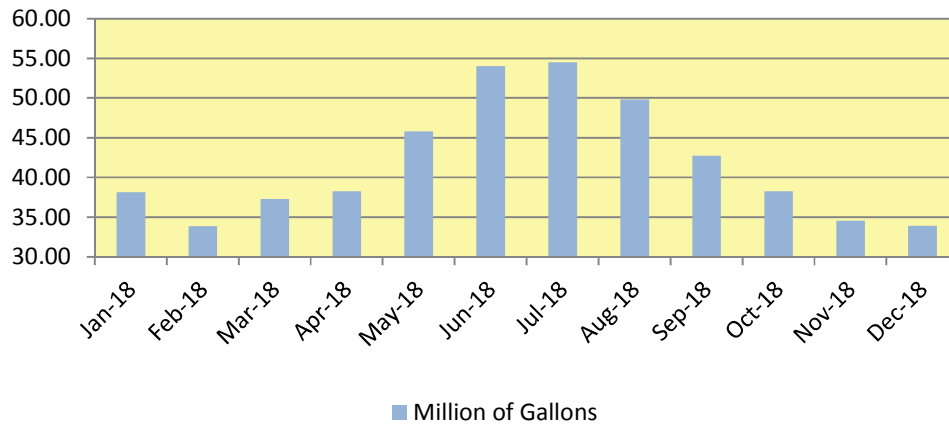
Finished water quality remains strong at all three treatment plants with iron and manganese levels well within our treatment goals.

Performance Measures cont'd.



Public Works Department

Water - Finished Pumped



Water quantity pumped for 2018 was 2.2% higher than 2017.



Public Works Department

Personnel Summary

DEPARTMENT OF PUBLIC WORKS				
Personnel Summary				
Position	FY2018 FTE	FY2019 FTE	FY2020 FTE	Change
Director of Public Works	1.00	1.00	1.00	-
Administration				
Project Manager	0.33	0.33	0.33	-
Deputy Superintendent	1.00	1.00	1.00	-
Administrative Assistant	1.00	1.00	1.00	-
Highway				
Highway Foreman	1.00	1.00	1.00	-
Mechanic Foreman	1.00	1.00	1.00	-
Skilled Equipment Operator	2.00	2.00	2.00	-
Mechanic	1.00	1.00	1.00	-
Unskilled Equipment Operator	1.50	1.50	1.50	-
Public Grounds				
Foreman	1.00	1.00	1.00	-
Cemetery Supervisor	1.00	1.00	1.00	-
Skilled Equipment Operator	2.00	2.00	2.00	-
Unskilled Equipment Operator	1.00	2.00	2.00	-
Transfer Station				
Foreman	1.00	1.00	1.00	-
Skilled Equipment Operator	1.00	1.00	1.00	-
Unskilled Equipment Operator	1.00	1.00	1.00	-
Truck Driver/Laborer	-	-	-	-
Laborer	0.50	-	-	-
Gate Attendant	1.00	1.00	1.00	-



Public Works Department

Personnel Summary cont'd

Water Division				
Deputy Superintendent Water Operations	1.00	1.00	1.00	-
Assistant Superintendent Water Operations	1.00	1.00	1.00	-
Secretary	3.00	3.00	3.00	-
Custodian	0.50	0.50	0.50	-
Chief WTP Operator	-	2.00	2.00	-
Foreman WTP Operator	2.00	-	-	-
Water Treatment Plant Operator	4.40	2.00	2.00	-
Unskilled Treatment Plant Operator	3.00	4.00	4.00	-
Water Distribution Foreman	1.00	1.00	1.00	-
Skilled Water Distribution Mechanic	3.00	3.00	3.00	-
Unskilled Water Distribution Mechanic	-	1.00	1.00	-
Skilled Equipment Operator	1.00	1.00	1.00	-
Unskilled Equipment Operator	0.50	0.50	0.50	-
Truck Driver/Laborer	2.00	1.00	1.00	-
Total Full-time Equivalent	41.73	40.83	40.83	-

Personnel Notes

FTEs are based on a 35 hour work week and are benefit eligible.

The FY 2020 budget proposes a shared part-time position to coordinate stormwater management permit activities across all departments as well as to coordinate enforcement of water restrictions to comply with the Town's Water Management Act Permit. These activities were previously handled as additional duties by senior administrators with limited success due to time constraints.

Town of Hanover
Town Manager Recommended Budget
FY20 Operating Budget

421 - DPW ADMINISTRATION		FY2017	FY2018	FY2019	FY2019	FY2020 Town	\$	%
Account Number	Account Description	Expended	Expended	Budget	Expended	Manager Rec	Change	Change
01-421-5110	SALARIES-APPOINTED OFFICIALS	\$183,581.99	\$156,157.78	\$177,444.00	\$70,299.69	\$179,358.00	\$1,914.00	1.07
01-421-5113	SALARIES-CLERICAL	\$40,310.53	\$15,922.06	\$43,043.00	\$4,470.25	\$44,626.00	\$1,583.00	3.67
01-421-5130	OVERTIME	\$0.00	\$2,331.04	\$3,013.00	\$1,194.44	\$2,865.00	\$-148.00	-4.91
PERSONNEL SUB-TOTAL:		\$223,892.52	\$174,410.88	\$223,500.00	\$75,964.38	\$226,849.00	\$3,349.00	1.49
01-421-5250	EQUIPMENT MAINTENANCE	\$9,914.63	\$0.00	\$2,000.00	\$0.00	\$1,000.00	\$-1,000.00	-50.00
01-421-5310	ENGINEERING	\$9,309.75	\$5,875.00	\$15,000.00	\$3,812.50	\$25,000.00	\$10,000.00	66.66
01-421-5319	OTHER CONTRACTED SERVICE	\$9,751.74	\$13,408.48	\$10,000.00	\$5,143.31	\$10,000.00	\$0.00	0.00
01-421-5340	TELEPHONE	\$11,768.78	\$12,392.52	\$5,600.00	\$3,386.82	\$0.00	\$-5,600.00	-100.00
01-421-5344	ADVERTISING	\$1,660.91	\$2,044.46	\$1,200.00	\$745.00	\$1,200.00	\$0.00	0.00
01-421-5345	POSTAGE & MAIL PERMITS	\$-63.45	\$0.00	\$2,100.00	\$0.00	\$1,300.00	\$-800.00	-38.09
01-421-5420	OFFICE SUPPLIES	\$8,528.82	\$4,530.66	\$8,500.00	\$1,856.26	\$7,000.00	\$-1,500.00	-17.64
01-421-5421	PRINTING & STATIONARY	\$2,651.80	\$383.58	\$2,300.00	\$243.00	\$2,100.00	\$-200.00	-8.69
01-421-5585	UNIFORMS	\$933.86	\$0.00	\$800.00	\$0.00	\$800.00	\$0.00	0.00
01-421-5710	MILEAGE REIMBURSEMENT	\$2.80	\$6.60	\$0.00	\$0.00	\$0.00	\$0.00	0.00
01-421-5720	REGISTRATION FEES	\$0.00	\$30.00	\$400.00	\$1,524.00	\$400.00	\$0.00	0.00
01-421-5730	DUES	\$1,118.75	\$1,125.00	\$1,200.00	\$1,270.50	\$1,400.00	\$200.00	16.66
EXPENSES SUB-TOTAL:		\$55,578.39	\$39,796.30	\$49,100.00	\$17,981.39	\$50,200.00	\$1,100.00	2.24
421 DPW ADMINISTRATION SUB-TOTAL:		\$279,470.91	\$214,207.18	\$272,600.00	\$93,945.77	\$277,049.00	\$4,449.00	1.63

Town of Hanover
Town Manager Recommended Budget
FY20 Operating Budget

422 - DPW HIGHWAY								
Account Number	Account Description	FY2017 Expended	FY2018 Expended	FY2019 Budget	FY2019 Expended	FY2020 Town Manager Rec	\$ Change	% Change
01-422-5114	SALARIES & WAGES PERM F/T	\$373,017.82	\$376,525.12	\$398,460.00	\$222,579.93	\$411,564.00	\$13,104.00	3.28
01-422-5130	OVERTIME	\$42,778.82	\$45,505.43	\$19,000.00	\$35,416.26	\$19,000.00	\$0.00	0.00
01-422-5140	OTHER PAY	\$0.00	\$0.00	\$26,750.00	\$0.00	\$26,750.00	\$0.00	0.00
PERSONNEL SUB-TOTAL:		\$415,796.64	\$422,030.55	\$444,210.00	\$257,996.19	\$457,314.00	\$13,104.00	2.94
01-422-5240	VEHICLE MAINTENANCE	\$34,500.38	\$29,653.68	\$24,500.00	\$18,346.57	\$30,500.00	\$6,000.00	24.48
01-422-5241	VEHICLE MAINT. - GENERAL	\$10,496.81	\$290.27	\$0.00	\$0.00	\$0.00	\$0.00	0.00
01-422-5242	VEHICLE MAINT. - STREET SWEEPING	\$2,458.04	\$3,969.61	\$4,000.00	\$3,222.32	\$4,000.00	\$0.00	0.00
01-422-5250	EQUIPMENT MAINTENANCE	\$11,269.02	\$9,883.59	\$3,000.00	\$12,704.64	\$3,000.00	\$0.00	0.00
01-422-5280	SAFETY PROGRAMS	\$2,176.16	\$2,880.29	\$3,700.00	\$2,687.00	\$3,700.00	\$0.00	0.00
01-422-5281	DETAILS-CONTRACT OFFICERS	\$12,056.60	\$9,611.80	\$15,000.00	\$4,197.60	\$15,000.00	\$0.00	0.00
01-422-5318	OCS - GENERAL	\$86,298.25	\$60,468.45	\$180,080.00	\$38,505.58	\$175,080.00	\$-5,000.00	-2.77
01-422-5470	ASPHALT - GENERAL	\$10,458.70	\$8,939.82	\$14,400.00	\$0.00	\$14,400.00	\$0.00	0.00
01-422-5585	UNIFORMS	\$6,180.69	\$5,155.54	\$6,400.00	\$2,478.21	\$6,400.00	\$0.00	0.00
01-422-5590	MATERIALS & SUPPLIES	\$21,971.60	\$11,943.55	\$15,000.00	\$3,687.55	\$15,000.00	\$0.00	0.00
01-422-5715	LICENSE RENEWALS	\$300.00	\$384.95	\$740.00	\$515.00	\$740.00	\$0.00	0.00
01-422-5720	REGISTRATION FEES	\$600.00	\$390.00	\$890.00	\$55.00	\$890.00	\$0.00	0.00
01-422-5855	SIGNS	\$20,668.73	\$13,645.76	\$14,975.00	\$17,000.32	\$14,975.00	\$0.00	0.00
EXPENSES SUB-TOTAL:		\$219,504.70	\$157,217.31	\$282,685.00	\$103,399.79	\$283,685.00	\$1,000.00	0.35
422 DPW HIGHWAY SUB-TOTAL:		\$635,301.34	\$579,247.86	\$726,895.00	\$361,395.98	\$740,999.00	\$14,104.00	1.94

Town of Hanover
Town Manager Recommended Budget
FY20 Operating Budget

423 - SNOW & ICE REMOVAL		FY2017	FY2018	FY2019	FY2019	FY2020 Town	\$	%
Account Number	Account Description	Expended	Expended	Budget	Expended	Manager Rec	Change	Change
01-423-5130	OVERTIME	\$130,750.93	\$163,084.92	\$111,750.00	\$21,502.96	\$111,750.00	\$0.00	0.00
PERSONNEL SUB-TOTAL:		\$130,750.93	\$163,084.92	\$111,750.00	\$21,502.96	\$111,750.00	\$0.00	0.00
01-423-5250	EQUIPMENT MAINTENANCE	\$32,817.63	\$57,768.70	\$69,700.00	\$47,264.84	\$69,700.00	\$0.00	0.00
01-423-5275	VEHICLE & MACHINERY RENT	\$247,458.20	\$208,632.20	\$148,250.00	\$36,177.50	\$148,250.00	\$0.00	0.00
01-423-5476	ROAD SALT	\$185,974.33	\$273,127.62	\$220,300.00	\$103,190.96	\$220,300.00	\$0.00	0.00
EXPENSES SUB-TOTAL:		\$466,250.16	\$539,528.52	\$438,250.00	\$186,633.30	\$438,250.00	\$0.00	0.00
423 SNOW & ICE REMOVAL SUB-TOTAL:		\$597,001.09	\$702,613.44	\$550,000.00	\$208,136.26	\$550,000.00	\$0.00	0.00

Town of Hanover
Town Manager Recommended Budget
FY20 Operating Budget

424 - STREET LIGHTING		FY2017	FY2018	FY2019	FY2019	FY2020 Town	\$	%
Account Number	Account Description	Expended	Expended	Budget	Expended	Manager Rec	Change	Change
01-424-5211	ELECTRICITY	\$58,162.01	\$62,841.13	\$61,000.00	\$30,473.81	\$35,000.00	\$-26,000.00	-42.62
01-424-5590	OTHER EXPENSES	\$0.00	\$0.00	\$3,000.00	\$0.00	\$11,000.00	\$8,000.00	266.66
EXPENSES SUB-TOTAL:		\$58,162.01	\$62,841.13	\$64,000.00	\$30,473.81	\$46,000.00	\$-18,000.00	-28.12
424 STREET LIGHTING SUB-TOTAL:		\$58,162.01	\$62,841.13	\$64,000.00	\$30,473.81	\$46,000.00	\$-18,000.00	-28.12

Town of Hanover
Town Manager Recommended Budget
FY20 Operating Budget

425 - DPW PUBLIC GROUNDS		FY2017	FY2018	FY2019	FY2019	FY2020 Town	\$	%
Account Number	Account Description	Expended	Expended	Budget	Expended	Manager Rec	Change	Change
01-425-5114	SALARIES & WAGES PERM F/T	\$255,112.12	\$282,121.56	\$358,057.00	\$187,661.37	\$374,656.00	\$16,599.00	4.63
01-425-5121	WAGES-TEMPORARY EMPLOYEES	\$25,574.88	\$23,920.83	\$27,600.00	\$11,338.39	\$27,600.00	\$0.00	0.00
01-425-5130	OVERTIME	\$37,348.49	\$41,794.99	\$25,750.00	\$22,845.24	\$30,750.00	\$5,000.00	19.41
PERSONNEL SUB-TOTAL:		\$318,035.49	\$347,837.38	\$411,407.00	\$221,845.00	\$433,006.00	\$21,599.00	5.25
01-425-5211	PUBLIC GROUNDS - ELECTRICITY	\$4,272.04	\$2,780.88	\$5,570.00	\$4,055.10	\$8,910.00	\$3,340.00	59.96
01-425-5240	VEHICLE MAINTENANCE	\$1,152.87	\$5,032.24	\$3,300.00	\$8,330.02	\$3,300.00	\$0.00	0.00
01-425-5241-60	PUBLIC GROUNDS-FORGE POND PARK	\$0.00	\$0.00	\$18,071.00	\$0.00	\$5,500.00	\$-12,571.00	-69.56
01-425-5241-62	PUBLIC GROUNDS-CEMETERY	\$0.00	\$87.91	\$0.00	\$30.47	\$0.00	\$0.00	0.00
01-425-5241-64	PUBLIC GROUNDS-HALL	\$0.00	\$0.00	\$925.00	\$0.00	\$925.00	\$0.00	0.00
01-425-5241-65	PUBLIC GROUNDS-ELLIS	\$0.00	\$0.00	\$1,280.00	\$0.00	\$1,280.00	\$0.00	0.00
01-425-5241-66	PUBLIC GROUNDS-MYRTLE	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	\$0.00	0.00
01-425-5241-68	PUBLIC GROUNDS-BRIGGS	\$0.00	\$0.00	\$240.00	\$0.00	\$240.00	\$0.00	0.00
01-425-5250	EQUIPMENT MAINTENANCE	\$29,448.44	\$28,024.64	\$13,610.00	\$25,273.64	\$14,110.00	\$500.00	3.67
01-425-5280	SAFETY PROGRAMS	\$292.98	\$515.90	\$570.00	\$494.84	\$570.00	\$0.00	0.00
01-425-5282	POLICE DETAILS - TREE	\$2,530.00	\$4,936.80	\$4,340.00	\$0.00	\$5,700.00	\$1,360.00	31.33
01-425-5319	OTHER CONTRACTED SERVICES -	\$43,304.95	\$59,230.32	\$29,810.00	\$36,640.66	\$58,190.00	\$28,380.00	95.20
01-425-5585	UNIFORMS	\$3,255.71	\$3,895.08	\$4,400.00	\$2,509.03	\$4,400.00	\$0.00	0.00
01-425-5590	MATERIALS & SUPPLIES	\$2,099.88	\$14,374.53	\$6,950.00	\$873.86	\$9,700.00	\$2,750.00	39.56
01-425-5715	LICENSE RENEWALS	\$550.00	\$282.35	\$605.00	\$0.00	\$605.00	\$0.00	0.00
01-425-5720	REGISTRATION FEES	\$34.86	\$0.00	\$100.00	\$0.00	\$100.00	\$0.00	0.00
EXPENSES SUB-TOTAL:		\$86,968.14	\$119,160.65	\$90,171.00	\$78,207.62	\$113,930.00	\$23,759.00	26.34
425 DPW PUBLIC GROUNDS SUB-TOTAL:		\$405,003.63	\$466,998.03	\$501,578.00	\$300,052.62	\$546,936.00	\$45,358.00	9.04

Town of Hanover
Town Manager Recommended Budget
FY20 Operating Budget

433 - DPW TRANSFER STATION		FY2017	FY2018	FY2019	FY2019	FY2020 Town	\$	%
Account Number	Account Description	Expended	Expended	Budget	Expended	Manager Rec	Change	Change
01-433-5114	SALARIES & WAGES PERM F/T	\$168,067.55	\$177,421.45	\$182,583.00	\$100,481.32	\$188,493.00	\$5,910.00	3.23
01-433-5120	SALARIES & WAGES PERM P/T	\$16,364.20	\$14,475.33	\$31,270.00	\$7,253.26	\$25,000.00	\$-6,270.00	-20.05
01-433-5130	OVERTIME	\$32,167.33	\$35,442.52	\$27,600.00	\$27,560.67	\$32,600.00	\$5,000.00	18.11
01-433-5141	SHIFT DIFFERENTIAL	\$0.00	\$0.00	\$6,292.00	\$0.00	\$6,292.00	\$0.00	0.00
PERSONNEL SUB-TOTAL:		\$216,599.08	\$227,339.30	\$247,745.00	\$135,295.25	\$252,385.00	\$4,640.00	1.87
01-433-5211	ELECTRICITY	\$16,587.68	\$17,084.96	\$18,650.00	\$7,118.21	\$17,650.00	\$-1,000.00	-5.36
01-433-5230	BUILDING MAINTENANCE	\$1,913.16	\$2,856.42	\$3,700.00	\$35.91	\$3,700.00	\$0.00	0.00
01-433-5240	VEHICLE MAINTENANCE	\$0.00	\$0.00	\$3,940.00	\$0.00	\$3,000.00	\$-940.00	-23.85
01-433-5250	EQUIPMENT MAINTENANCE	\$22,794.99	\$22,927.80	\$61,800.00	\$15,915.33	\$42,000.00	\$-19,800.00	-32.03
01-433-5280	SAFETY PROGRAMS	\$0.00	\$438.50	\$800.00	\$202.00	\$800.00	\$0.00	0.00
01-433-5281	SITE SECURITY	\$3,297.83	\$2,150.00	\$6,450.00	\$2,899.00	\$6,450.00	\$0.00	0.00
01-433-5294	RECYCLING SERVICES	\$48,749.53	\$56,721.76	\$56,300.00	\$67,820.86	\$110,000.00	\$53,700.00	95.38
01-433-5295	REFUSE REMOVAL SERVICE	\$424,923.99	\$481,720.78	\$528,370.00	\$265,025.84	\$545,002.00	\$16,632.00	3.14
01-433-5296	HAZARDOUS WASTE REMOVAL	\$7,456.22	\$3,229.52	\$10,000.00	\$3,783.07	\$8,000.00	\$-2,000.00	-20.00
01-433-5297	SPECIAL WASTE SERVICES	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	0.00
01-433-5318	CONTRACT TESTING	\$20,100.00	\$12,300.00	\$16,000.00	\$-2,500.00	\$19,000.00	\$3,000.00	18.75
01-433-5319	OTHER CONTRACTED SERVICES	\$11,280.00	\$15,900.00	\$18,000.00	\$10,950.00	\$15,100.00	\$-2,900.00	-16.11
01-433-5330	TRANSPORTATION EXPENSE	\$59,117.00	\$36,612.25	\$44,870.00	\$20,300.00	\$44,320.00	\$-550.00	-1.22
01-433-5340	TELEPHONE	\$908.62	\$945.84	\$1,080.00	\$79.52	\$1,080.00	\$0.00	0.00
01-433-5585	UNIFORMS	\$3,078.99	\$1,987.40	\$3,200.00	\$1,035.11	\$2,400.00	\$-800.00	-25.00
01-433-5590	MATERIALS & SUPPLIES	\$603.46	\$2,225.44	\$2,200.00	\$1,607.32	\$2,200.00	\$0.00	0.00
01-433-5715	LICENSE RENEWALS	\$0.00	\$549.00	\$200.00	\$0.00	\$300.00	\$100.00	50.00
01-433-5720	REGISTRATION FEES	\$4,500.00	\$4,850.00	\$5,100.00	\$4,850.00	\$5,100.00	\$0.00	0.00
EXPENSES SUB-TOTAL:		\$625,311.47	\$662,499.67	\$782,660.00	\$399,122.17	\$828,102.00	\$45,442.00	5.80
433 DPW TRANSFER STATION SUB-TOTAL:		\$841,910.55	\$889,838.97	\$1,030,405.00	\$534,417.42	\$1,080,487.00	\$50,082.00	4.86

Town of Hanover
Town Manager Recommended Budget
FY20 Operating Budget

499 - DPW TOWN GAS PUMP								
Account Number	Account Description	FY2017 Expended	FY2018 Expended	FY2019 Budget	FY2019 Expended	FY2020 Town Manager Rec	\$ Change	% Change
01-499-5250	EQUIPMENT MAINTENANCE	\$2,267.80	\$10,374.30	\$4,000.00	\$869.23	\$4,000.00	\$0.00	0.00
01-499-5411	GASOLINE	\$93,465.74	\$125,826.48	\$119,600.00	\$68,257.80	\$116,000.00	\$-3,600.00	-3.01
01-499-5412	DIESEL FUEL	\$42,933.54	\$74,641.20	\$68,400.00	\$43,420.60	\$85,500.00	\$17,100.00	25.00
01-499-5590	MATERIALS & SUPPLIES	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	\$0.00	0.00
EXPENSES SUB-TOTAL:		\$138,667.08	\$210,841.98	\$192,500.00	\$112,547.63	\$206,000.00	\$13,500.00	7.01
499 DPW TOWN GAS PUMP SUB-TOTAL:		\$138,667.08	\$210,841.98	\$192,500.00	\$112,547.63	\$206,000.00	\$13,500.00	7.01



ENTERPRISE FUND



"Hanover, Honoring Yesterday As We Build For Tomorrow"



Water Enterprise Fund

The DPW's Water Operations Group operates and maintains the Town's public water system. The system is operated as an enterprise fund, authorized under MGL Chapter 44, section 53F1/2. The fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods and services. The fund allows the community to demonstrate to the public the portion of total costs for drinking water that are recovered through user charges and the portion that is subsidized by the tax levy, if any. All costs of service delivery are identified including direct, indirect, and capital costs.

Enabling Legislation

The Town of Hanover's water supply was created by special legislation, Chapter 39 of the Acts of 1930. This legislation authorized the Town "to supply itself and its inhabitants with water for the extinguishment of fires and for domestic and other purposes." The act spelled out the limits of authority of the Town in establishing and managing the water supply. The act also created a Board of Water Commissioners to be elected by the residents to oversee the operation of said system. The Hanover Town Manager Act subsequently transferred the powers and responsibilities of the Board of Water Commissioners to the Town Manager, with the exception of the rate setting authority which was moved from the Board of Water Commissioners to the Board of Selectmen.

Operating Structure

The Town's water supply is operated by the Department of Public Works. Day to day operations are managed by the Town Manager through the Director of Public Works, Deputy Superintendent of Public Works for Water Operations, and Water Operations Group's field level staff.

Description of Hanover's Water Supply

The Town of Hanover receives its water through seven gravel packed wells and two bedrock wells. The wells are located in four well fields located in the east and southeast side of town. All nine wells are treated before being discharged into the water distribution system.

The Pond Street water treatment plant, located on Pond Street, treats the three gravel packed wells of the Pond Street well field for high levels of iron, manganese, organic color, and turbidity. The Town of Hanover shares the Pond Street well field with the Town of Norwell. The Pond Street WTP is a conventional water treatment plant and has been in operation since 1973. It has been incrementally upgraded several times.

The Beal water treatment plant, located on Riverside Drive, treats two bedrock wells for high levels of iron and manganese. The wells are located in the Philip C. Beal bedrock well field. The Beal WTP is a manganese-greensand treatment plant and has been in operation since 1994.

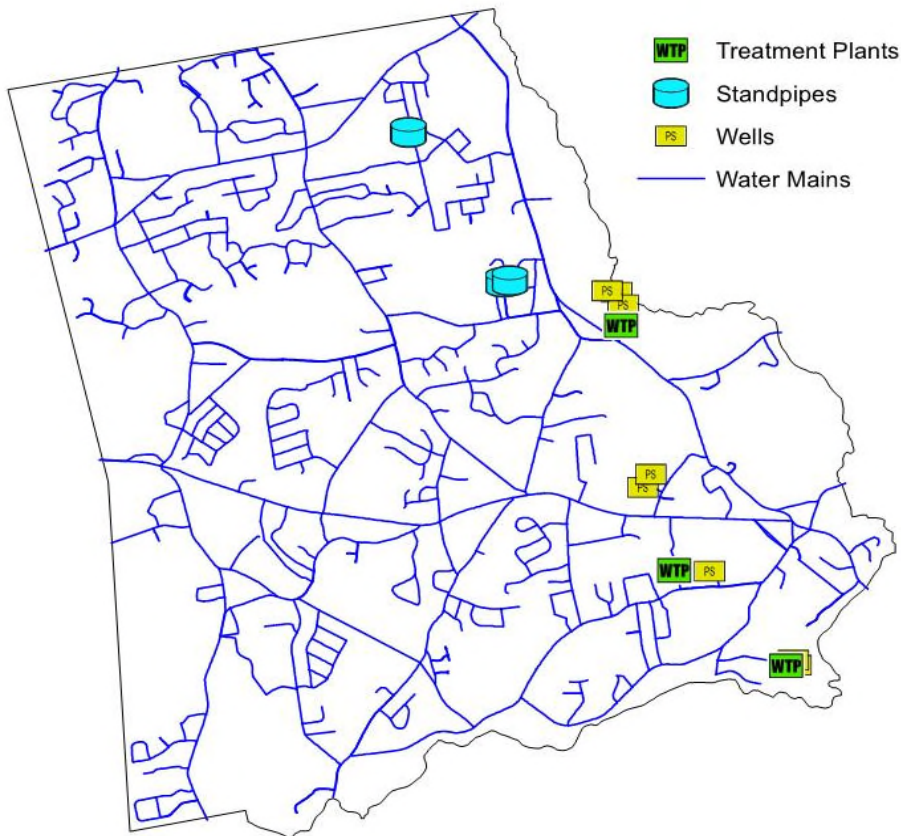
The Broadway water treatment plant, located on Broadway, treats four gravel packed wells for low levels of iron, manganese, organic color, and turbidity. Two of the wells are located in the Broadway well field and the other two wells are located in the Hanover Street well field. The Broadway WTP is a manganese-greensand treatment plant and has been in operation since 2003.



Water Enterprise Fund

Water is pumped from the treatment plant to a network of approximately 100 miles of water mains to feed approximately 5,000 water services. The system has three standpipes that maintain system pressure and store 3.75 million gallons of water. The entire system is one pressure zone. The system has emergency interconnections with the Towns of Norwell, Pembroke, and Hanson.

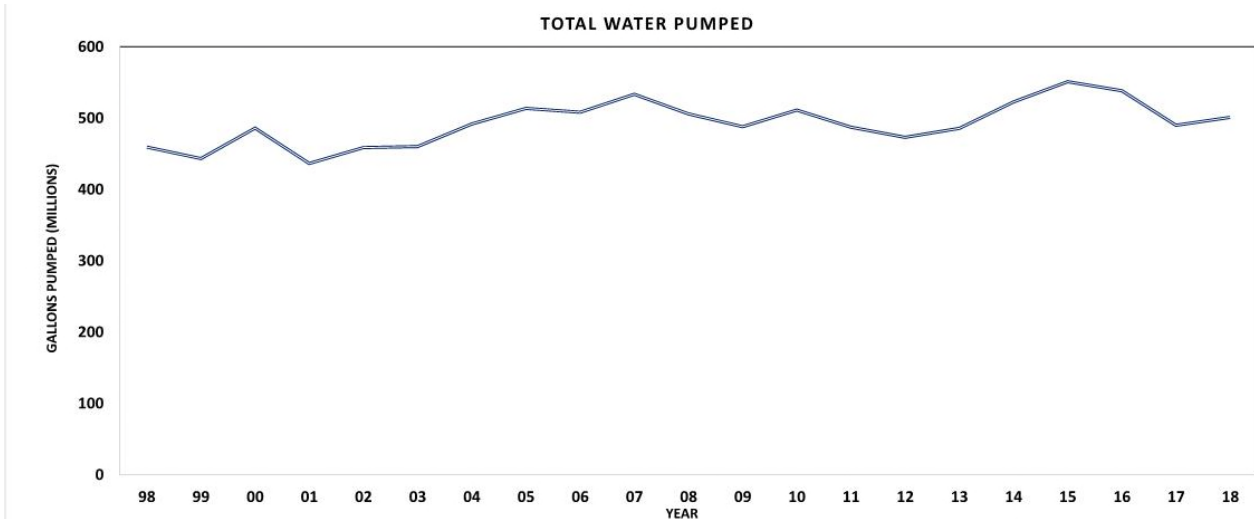
Hanover Water System





Water Enterprise Fund

Overall, the Town pumps approximately 500 million gallons of water annually with the heaviest consumption in the summer months.



Rate Structure

The Town of Hanover bills each account quarterly. The water rate has a fixed charge based on the size of the meter and a variable charge depending on the amount of water consumed for the quarter. The variable charge is an increasing block rate, designed to encourage conservation. The current fixed rate (minimum charge) is as defined in the following table

Meter Size	Price per quarter
5/8 inch x 3/4 inch	\$38.00
3/4 inch	\$63.80
1 inch	\$101.28
1.5 inch	\$202.50
2 inch	\$304.90
Greater than 2 inch	\$632.88

The current variable rate (usage charge) is defined as follows

Usage	Price per 100 cubic feet
0 – 500 cubic feet	\$2.80
501 to 3,000 cubic feet	\$5.27
3,000 to 4,000 cubic feet	\$8.69
Greater than 4,000 cubic feet	\$11.07

The average quarterly water bill for a family of four (assuming 3,000 cubic feet) is \$183.75.



Water Enterprise Fund

Organizational Chart

<p style="text-align: center;"><u>WATER OPERATIONS GROUP</u></p> <p>Deputy Superintendent Water Operations Assistant Superintendent Water Treatment Secretary (3) Custodian (0.5)</p> <p><u>WATER DISTRIBUTION DIVISION</u></p> <p>Water Distribution Foreman Skilled Water Distribution Mechanic (3) Unskilled Water Distribution Mechanic Skilled Equipment Operator Unskilled Equipment Operator (0.5) Truck Driver / Laborer / Meter Reader (1)</p> <p><u>WATER TREATMENT DIVISION</u></p> <p>Chief WTP Operators (2) Water Treatment Plant Operator (2) Unskilled Treatment Plant Operator (4.4)</p>
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Goals and Objectives

- Pump, treat, and supply 500 million gallons of drinking water to residents and businesses.
- Construct and commission changes to water treatment systems to reduce disinfection byproducts in the water distribution system to below Federal Tier 2 standards
- Advance near real-time reporting of water operational data on website in accordance with Board of Selectmen goals
- Replace 500 water meters with radio read metering equipment.



Water Enterprise Fund

Accomplishments

- Treated and supplied 498.6 million gallons of drinking water to residents and businesses.
- Reduced finished water demand by approximately 9.2 million gallons through aggressive leak detection.
- Finished the design of changes to all three treatment plants to reduce disinfection byproducts to below Federal Tier 2 standards, bid and awarded contracts for said changes, and began construction.
- Managed disinfection byproducts to below Federal action levels through source water selection and chemical feed optimization
- Replaced 477 water meters with radio read metering equipment.

Significant Budget Changes or Initiatives

- The FY20 budget includes modest increases in the sludge budgets for all three plants to cover costs associated with disposal of dewatered residuals.
- Increases in the labor line items reflect negotiated increases in wages with union and non-union personnel.
- Created a 0.3 FTE position in Water Administration to coordinate activities needed to comply with the Town's Water Management Act permit, including the enforcement of water restrictions.



Water Enterprise Fund

Programs and Services

Director of Public Works

Water Operations Group

Water Administration

- Engineering
- Water Billing

Water Distribution

- Meter Reading
- Meter Installation
- Water Mains
- Hydrants
- Valves
- Leak Detection
- Backflow Prevention
- Standpipes

Water Treatment

- Pond Street WTP
- Beal WTP
- Broadway WTP
- Laboratory Services
- Water Quality Control



Water Enterprise Fund

Personnel Summary

2

DEPARTMENT OF PUBLIC WORKS - WATER DIVISION ONLY				
Position	FY2018 FTE	FY2019 FTE	FY2020 FTE	Change
Water Division				
Deputy Superintendent Water Operations	1.00	1.00	1.00	-
Assistant Superintendent Water Treatment	-	1.00	1.00	-
Secretary	3.00	3.00	3.00	-
Custodian	0.50	0.50	0.50	-
Chief WTP Operator	2.00	2.00	2.00	-
Foreman WTP Operator	-	-	-	-
Water Treatment Plant Operator	5.40	2.00	2.00	-
Unskilled Treatment Plant Operator	2.00	4.40	4.40	-
Water Distribution Foreman	1.00	1.00	1.00	-
Skilled Water Distribution Mechanic	3.00	3.00	3.00	-
Unskilled Water Distribution Mechanic	1.00	1.00	1.00	-
Skilled Equipment Operator	1.00	1.00	1.00	-
Unskilled Equipment Operator	0.50	0.50	0.50	-
Truck Driver/Laborer/Meter Reader	1.00	1.00	1.00	-
Project Manager	-	-	0.33	0.33
Total Full-time Equivalents	21.40	21.40	21.73	0.33

Personnel Notes

FTEs are based on a 40 hour work week and are benefit eligible.

The FY2020 budget proposes a part-time position to coordinate water restriction enforcement to help meter permit goals in the Town's Water Management Act permit.



Water Enterprise Fund

Balanced Budget

ESTIMATED REVENUES			
	FY20	FY19	FY18
Water User Charges	4,282,956	3,869,067	3,705,865
TOTAL ESTIMATED REVENUE	4,282,956	3,869,067	3,705,865

DIRECT APPROPRIATIONS			
	FY20	FY19	FY18
Water Administration	432,112	415,072	416,303
Water Treatment	1,821,401	1,717,031	1,674,756
Water Distribution	916,166	882,341	807,859
Water Debt Service	649,882	391,228	343,552
Total Direct Appropriations	3,819,561	3,405,672	3,242,470
INDIRECT APPROPRIATIONS			
	FY20	FY19	FY18
Indirect Costs - Water Enterprise	463,395	463,395	463,395
Total OFS	463,395	463,395	463,395
TOTAL APPROPRIATIONS	4,282,956	3,869,067	3,705,865

Town of Hanover

Town Manager Recommended Budget FY20 Water Enterprise

450 - WATER Account Number	Account Description	FY2017 Expended	FY2018 Expended	FY2019 Budget	FY2019 Expended	FY2020 Town Manager Rec	\$ Change	% Change
60-450-5110	SALARIES - APPOINTED OFFICIALS	\$151,030.12	\$155,293.60	\$158,499.00	\$60,548.00	\$181,412.00	\$22,913.00	14.45
60-450-5113	SALARIES - CLERICAL	\$135,438.75	\$144,768.69	\$138,083.00	\$59,005.28	\$146,710.00	\$8,627.00	6.24
60-450-5115	SALARIES - CUSTODIAN P/T	\$25,661.80	\$18,130.78	\$25,709.00	\$5,166.70	\$25,709.00	\$0.00	0.00
60-450-5130	SALARIES - CLERICAL OVERTIME	\$2,838.89	\$1,281.43	\$4,261.00	\$691.35	\$4,261.00	\$0.00	0.00
	PERSONNEL SUB-TOTAL:	\$314,969.56	\$319,474.50	\$326,552.00	\$125,411.33	\$358,092.00	\$31,540.00	9.65
60-450-5250	EQUIPMENT MAINTENANCE	\$6,101.52	\$2,340.93	\$14,360.00	\$1,438.19	\$14,360.00	\$0.00	0.00
60-450-5271	OFFICE EQUIPMENT RENTAL	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	\$0.00	0.00
60-450-5310	ENGINEERING	\$0.00	\$3,000.00	\$15,000.00	\$12,580.00	\$15,000.00	\$0.00	0.00
60-450-5318	OTHER CONTRACTED SERVICES	\$28,310.67	\$6,014.40	\$21,370.00	\$0.00	\$6,370.00	\$-15,000.00	-70.19
60-450-5340	TELEPHONE - ADMINISTRATION	\$12,113.78	\$11,997.47	\$3,500.00	\$1,407.41	\$0.00	\$-3,500.00	-100.00
60-450-5342	PRINTING & STATIONARY	\$2,704.00	\$4,293.05	\$3,500.00	\$0.00	\$3,500.00	\$0.00	0.00
60-450-5345	POSTAGE & MAIL PERMITS	\$13,336.60	\$14,120.73	\$13,600.00	\$4,907.45	\$14,600.00	\$1,000.00	7.35
60-450-5450	MATERIALS & SUPPLIES	\$11,193.02	\$15,672.15	\$9,380.00	\$4,872.50	\$12,380.00	\$3,000.00	31.98
60-450-5585	UNIFORMS	\$217.86	\$984.97	\$800.00	\$525.28	\$800.00	\$0.00	0.00
60-450-5715	LICENSE RENEWALS	\$0.00	\$171.88	\$110.00	\$0.00	\$110.00	\$0.00	0.00
60-450-5720	REGISTRATION FEES	\$1,270.00	\$280.00	\$400.00	\$0.00	\$400.00	\$0.00	0.00
60-450-5730	DUES	\$650.00	\$650.00	\$700.00	\$575.00	\$700.00	\$0.00	0.00
60-450-5735	GOVERNMENT FEES	\$4,262.65	\$4,684.26	\$4,600.00	\$0.00	\$4,600.00	\$0.00	0.00
60-450-5961	TRANSFER TO GENERAL FUND	\$358,739.00	\$463,395.00	\$0.00	\$463,395.00	\$0.00	\$0.00	0.00
	EXPENSES SUB-TOTAL:	\$438,899.10	\$527,604.84	\$88,520.00	\$489,700.83	\$74,020.00	\$-14,500.00	-16.38
	450 WATER SUB-TOTAL:	\$753,868.66	\$847,079.34	\$415,072.00	\$615,112.16	\$432,112.00	\$17,040.00	4.10

Town of Hanover

Town Manager Recommended Budget FY20 Water Enterprise

451 - WATER TREATMENT									
Account Number	Account Description	FY2017 Expended	FY2018 Expended	FY2019 Budget	FY2019 Expended	FY2020 Town Manager Rec	\$ Change	% Change	
60-451-5114	SALARIES & WAGES PERM FT	\$456,647.03	\$471,022.77	\$613,951.00	\$214,423.54	\$604,273.00	\$-9,678.00	-1.57	
60-451-5121	WAGES-TEMPORARY EMPLOYEES	\$17,116.71	\$25,339.22	\$26,207.00	\$17,365.90	\$27,259.00	\$1,052.00	4.01	
60-451-5130	OVERTIME	\$61,826.11	\$95,768.58	\$15,000.00	\$38,210.29	\$30,000.00	\$15,000.00	100.00	
60-451-5141	SHIFT DIFFERENTIAL	\$0.00	\$0.00	\$22,473.00	\$0.00	\$22,473.00	\$0.00	0.00	
60-451-5142	HOLIDAY PAY	\$0.00	\$0.00	\$13,343.00	\$0.00	\$14,476.00	\$1,133.00	8.49	
60-451-5146	STANDBY PAY	\$0.00	\$0.00	\$26,007.00	\$0.00	\$30,400.00	\$4,393.00	16.89	
	PERSONNEL SUB-TOTAL:	\$535,589.85	\$592,130.57	\$716,981.00	\$269,999.73	\$728,881.00	\$11,900.00	1.65	
60-451-5211-0052	ELECTRICITY - POND STREET	\$120,623.11	\$105,096.84	\$125,000.00	\$47,600.15	\$125,000.00	\$0.00	0.00	
60-451-5211-0053	ELECTRICITY - BEAL	\$104,851.75	\$96,111.19	\$122,000.00	\$31,723.34	\$122,000.00	\$0.00	0.00	
60-451-5211-0054	ELECTRICITY - BROADWAY	\$73,470.09	\$75,984.18	\$99,000.00	\$23,099.42	\$99,000.00	\$0.00	0.00	
60-451-5211-0056	ELECTRICITY - STANDPIPES	\$1,474.93	\$1,510.45	\$1,600.00	\$280.17	\$1,600.00	\$0.00	0.00	
60-451-5212-0052	NATURAL GAS - POND STREET	\$15,523.64	\$14,831.39	\$16,300.00	\$1,764.98	\$16,300.00	\$0.00	0.00	
60-451-5212-0053	NATURAL GAS - BEAL	\$3,668.93	\$6,046.77	\$4,400.00	\$603.12	\$5,675.00	\$1,275.00	28.97	
60-451-5212-0054	NATURAL GAS - BROADWAY	\$7,930.20	\$9,706.39	\$11,000.00	\$1,427.10	\$11,000.00	\$0.00	0.00	
60-451-5212-0055	NATURAL GAS - UNION STREET	\$965.25	\$0.00	\$800.00	\$324.00	\$800.00	\$0.00	0.00	
60-451-5230-0052	BUILDING MAINTENANCE - POND	\$4,126.49	\$6,845.91	\$16,500.00	\$386.68	\$16,500.00	\$0.00	0.00	
60-451-5230-0053	BUILDING MAINTENANCE - BEAL	\$106.97	\$2,375.00	\$3,200.00	\$0.00	\$3,200.00	\$0.00	0.00	
60-451-5230-0054	BUILDING MAINTENANCE -	\$39.96	\$1,736.96	\$4,000.00	\$97.90	\$4,000.00	\$0.00	0.00	
60-451-5240	VEHICLE MAINTENANCE	\$2,642.72	\$1,308.99	\$1,200.00	\$1,240.78	\$1,200.00	\$0.00	0.00	
60-451-5250-0051	EQUIPMENT MAINTENANCE - GENERAL	\$438.14	\$2,122.50	\$0.00	\$0.00	\$0.00	\$0.00	0.00	
60-451-5250-0052	EQUIPMENT MAINTENANCE - POND	\$80,305.64	\$73,518.30	\$100,075.00	\$25,462.70	\$100,075.00	\$0.00	0.00	
60-451-5250-0053	EQUIPMENT MAINTENANCE - BEAL	\$16,259.51	\$31,260.47	\$26,300.00	\$4,690.93	\$32,000.00	\$5,700.00	21.67	
60-451-5250-0054	EQUIPMENT MAINTENANCE -	\$91,841.79	\$41,697.54	\$42,385.00	\$22,491.04	\$42,385.00	\$0.00	0.00	
60-451-5250-0056	EQUIPMENT MAINTENANCE - STORAGE	\$539.51	\$256.34	\$5,400.00	\$0.00	\$5,400.00	\$0.00	0.00	
60-451-5250-0057	EQUIPMENT MAINTENANCE -	\$23,125.66	\$21,897.97	\$13,260.00	\$4,795.73	\$18,760.00	\$5,500.00	41.47	
60-451-5280	SAFETY PROGRAMS	\$802.26	\$1,887.36	\$500.00	\$64.92	\$500.00	\$0.00	0.00	
60-451-5295-0052	SLUDGE DISPOSAL - POND STREET	\$40,063.75	\$53,550.50	\$55,000.00	\$44,676.30	\$100,000.00	\$45,000.00	81.81	
60-451-5295-0053	SLUDGE DISPOSAL - BEAL	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00	100.00	
60-451-5295-0054	SLUDGE DISPOSAL - BROADWAY	\$0.00	\$2,520.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	0.00	

Town of Hanover

Town Manager Recommended Budget FY20 Water Enterprise

451 - WATER TREATMENT									
Account Number	Account Description	FY2017 Expended	FY2018 Expended	FY2019 Budget	FY2019 Expended	FY2020 Town Manager Rec	\$ Change	% Change	
60-451-5310	ENGINEERING	\$0.00	\$0.00	\$0.00	\$1,665.00	\$0.00	\$0.00	0.00	
60-451-5317	EMPLOYEE TRAINING (EDUCATION	\$1,640.00	\$1,979.00	\$4,000.00	\$1,936.00	\$4,000.00	\$0.00	0.00	
60-451-5318-0052	OTHER CONTRACTED SERVICES - POND	\$7,192.87	\$5,756.58	\$9,600.00	\$730.52	\$9,600.00	\$0.00	0.00	
60-451-5318-0053	OTHER CONTRACTED SERVICES - BEAL	\$4,545.63	\$4,678.57	\$6,000.00	\$3,219.56	\$6,000.00	\$0.00	0.00	
60-451-5318-0054	OTHER CONTRACTED SERVICES -	\$8,959.87	\$7,841.68	\$9,100.00	\$4,509.65	\$9,100.00	\$0.00	0.00	
60-451-5319-0051	TESTING - GENERAL	\$14,705.00	\$19,065.00	\$18,000.00	\$0.00	\$18,000.00	\$0.00	0.00	
60-451-5319-0052	TESTING - POND STREET	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	\$0.00	0.00	
60-451-5319-0053	TESTING - BEAL	\$20.00	\$60.00	\$500.00	\$0.00	\$500.00	\$0.00	0.00	
60-451-5319-0054	TESTING - BROADWAY	\$2,785.00	\$1,630.00	\$1,900.00	\$600.00	\$1,900.00	\$0.00	0.00	
60-451-5319-0057	TESTING - LABORATORY	\$0.00	\$0.00	\$0.00	\$12,580.00	\$0.00	\$0.00	0.00	
60-451-5340-0052	TELEPHONE - POND STREET	\$2,453.71	\$2,385.29	\$2,400.00	\$77.70	\$2,400.00	\$0.00	0.00	
60-451-5470-0051	MATERIALS & SUPPLIES - GENERAL	\$398.06	\$1,497.83	\$0.00	\$0.00	\$0.00	\$0.00	0.00	
60-451-5470-0052	MATERIALS & SUPPLIES - POND STREET	\$3,931.02	\$3,315.36	\$3,225.00	\$1,615.17	\$3,225.00	\$0.00	0.00	
60-451-5470-0053	MATERIALS & SUPPLIES - BEAL	\$359.00	\$165.53	\$500.00	\$0.00	\$500.00	\$0.00	0.00	
60-451-5470-0054	MATERIALS & SUPPLIES - BROADWAY	\$584.13	\$1,376.74	\$950.00	\$92.85	\$950.00	\$0.00	0.00	
60-451-5470-0056	MATERIALS & SUPPLIES - STORAGE	\$0.00	\$27.46	\$0.00	\$0.00	\$0.00	\$0.00	0.00	
60-451-5470-0057	MATERIALS & SUPPLIES -	\$243.37	\$153.71	\$4,200.00	\$1,287.55	\$4,200.00	\$0.00	0.00	
60-451-5477-0052	CHEMICALS - POND STREET	\$133,802.19	\$186,366.28	\$180,600.00	\$55,065.55	\$207,285.00	\$26,685.00	14.77	
60-451-5477-0053	CHEMICALS - BEAL	\$8,600.00	\$10,800.00	\$15,900.00	\$4,950.00	\$22,200.00	\$6,300.00	39.62	
60-451-5477-0054	CHEMICALS - BROADWAY	\$23,667.21	\$27,093.53	\$57,655.00	\$22,288.33	\$54,465.00	\$-3,190.00	-5.53	
60-451-5585	UNIFORMS	\$6,373.97	\$5,579.64	\$8,000.00	\$876.47	\$7,200.00	\$-800.00	-10.00	
60-451-5715	LICENSE RENEWALS	\$214.00	\$252.00	\$600.00	\$75.00	\$600.00	\$0.00	0.00	
60-451-5720	REGISTRATION FEES	\$872.00	\$75.00	\$600.00	\$210.00	\$600.00	\$0.00	0.00	
60-451-5730	DUES	\$362.00	\$0.00	\$400.00	\$0.00	\$400.00	\$0.00	0.00	
60-451-5787	WIND TURBINE EXPENSES	\$7,157.22	\$8,583.86	\$0.00	\$0.00	\$0.00	\$0.00	0.00	
EXPENSES SUB-TOTAL:		\$817,666.55	\$838,948.11	\$1,000,050.00	\$322,508.61	\$1,092,520.00	\$92,470.00	9.24	

Town of Hanover

Town Manager Recommended Budget

FY20 Water Enterprise

451 - WATER TREATMENT	Account Number	Account Description	FY2017 Expended	FY2018 Expended	FY2019 Budget	FY2019 Expended	FY2020 Manager Rec	\$ Change	% Change
		CAPITAL OUTLAY SUB-TOTAL:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
		451 WATER TREATMENT SUB-TOTAL:	\$1,353,256.40	\$1,431,078.68	\$1,717,031.00	\$592,508.34	\$1,821,401.00	\$104,370.00	6.07

Town of Hanover

Town Manager Recommended Budget FY20 Water Enterprise

452 - WATER DISTRIBUTION									
Account Number	Account Description	FY2017 Expended	FY2018 Expended	FY2019 Budget	FY2019 Expended	FY2020 Town Manager Rec	\$ Change	% Change	
60-452-5113	SALARIES-CLERICAL	\$0.00	\$47.78	\$0.00	\$0.00	\$0.00	\$0.00	0.00	
60-452-5114	SALARIES & WAGES PERM F/T	\$409,296.57	\$427,978.33	\$448,271.00	\$165,606.40	\$461,386.00	\$13,115.00	2.92	
60-452-5121	WAGES-TEMPORARY EMPLOYEES	\$3,593.75	\$9,986.52	\$8,640.00	\$4,700.98	\$8,640.00	\$0.00	0.00	
60-452-5130	OVERTIME	\$119,770.84	\$132,444.82	\$61,488.00	\$55,077.55	\$61,488.00	\$0.00	0.00	
60-452-5133	FLUSHING PAY	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	\$0.00	0.00	
60-452-5146	STANDBY PAY	\$0.00	\$0.00	\$26,417.00	\$0.00	\$27,027.00	\$610.00	2.30	
	PERSONNEL SUB-TOTAL:	\$532,661.16	\$570,457.45	\$574,816.00	\$225,384.93	\$588,541.00	\$13,725.00	2.38	
60-452-5211-0058	ELECTRICITY - 219 WINTER ST	\$11,648.98	\$9,418.97	\$11,800.00	\$2,946.32	\$10,000.00	\$-1,800.00	-15.25	
60-452-5212	GAS	\$5,676.48	\$7,095.29	\$8,800.00	\$363.91	\$7,700.00	\$-1,100.00	-12.50	
60-452-5230-0058	BUILDING MAINTENANCE - 219 WINTERS	\$12,914.87	\$2,481.09	\$2,300.00	\$1,031.95	\$2,300.00	\$0.00	0.00	
60-452-5240	VEHICLE MAINTENANCE	\$4,776.61	\$4,551.85	\$5,000.00	\$2,970.00	\$5,000.00	\$0.00	0.00	
60-452-5250-0051	EQUIPMENT MAINTENANCE - GENERAL	\$5,829.72	\$3,834.64	\$2,300.00	\$0.00	\$2,300.00	\$0.00	0.00	
60-452-5250-0058	EQUIPMENT MAINTENANCE - 219	\$2,046.84	\$348.47	\$0.00	\$301.24	\$0.00	\$0.00	0.00	
60-452-5250-0060	EQUIPMENT MAINTENANCE -	\$12,069.31	\$7,023.75	\$13,100.00	\$7,269.99	\$13,100.00	\$0.00	0.00	
60-452-5250-0061	EQUIPMENT MAINTENANCE - MAINS &	\$16,389.46	\$33,943.06	\$28,000.00	\$22,200.39	\$36,000.00	\$8,000.00	28.57	
60-452-5250-0062	EQUIPMENT MAINTENANCE - SERVICES	\$1,576.65	\$21,663.13	\$7,000.00	\$2,410.01	\$7,000.00	\$0.00	0.00	
60-452-5250-0063	EQUIPMENT MAINTENANCE - METERS	\$134,271.38	\$130,860.42	\$162,500.00	\$59,200.52	\$177,500.00	\$15,000.00	9.23	
60-452-5250-0064	EQUIPMENT MAINTENANCE - LEAK	\$0.00	\$0.00	\$0.00	\$17,215.93	\$0.00	\$0.00	0.00	
60-452-5250-0065	EQUIPMENT MAINTENANCE -	\$645.02	\$1,777.11	\$2,000.00	\$1,446.70	\$2,000.00	\$0.00	0.00	
60-452-5280	SAFETY PROGRAMS	\$1,696.31	\$3,092.15	\$1,600.00	\$521.60	\$1,600.00	\$0.00	0.00	
60-452-5281	DETAILS-CONTRACT OFFICERS	\$17,899.75	\$27,560.50	\$25,000.00	\$10,452.20	\$25,000.00	\$0.00	0.00	
60-452-5317	EMPLOYEE TRAINING (EDUCATION	\$3,923.46	\$4,350.00	\$2,800.00	\$50.00	\$2,800.00	\$0.00	0.00	
60-452-5340	TELEPHONE	\$3,919.68	\$5,775.62	\$4,800.00	\$990.34	\$4,800.00	\$0.00	0.00	
60-452-5470-0051	MATERIALS & SUPPLIES - GENERAL	\$3,567.05	\$445.77	\$2,000.00	\$0.00	\$2,000.00	\$0.00	0.00	
60-452-5470-0058	MATERIALS & SUPPLIES - 219 WINTER S	\$8,918.56	\$0.00	\$1,000.00	\$107.96	\$1,000.00	\$0.00	0.00	
60-452-5470-0060	MATERIALS & SUPPLIES - HYDRANTS	\$0.00	\$518.60	\$0.00	\$31.98	\$0.00	\$0.00	0.00	
60-452-5470-0061	MATERIALS & SUPPLIES - MAINS &	\$14,322.08	\$31,885.76	\$0.00	\$16,479.41	\$0.00	\$0.00	0.00	
60-452-5470-0062	MATERIALS & SUPPLIES - SERVICES	\$489.80	\$60.98	\$0.00	\$60.58	\$0.00	\$0.00	0.00	
60-452-5585	UNIFORMS	\$4,751.70	\$5,097.23	\$4,800.00	\$1,398.16	\$4,800.00	\$0.00	0.00	

Town of Hanover

**Town Manager Recommended Budget
FY20 Water Enterprise**

Account Number	Account Description	FY2017 Expended	FY2018 Expended	FY2019 Budget	FY2019 Expended	FY2020 Manager Rec	\$ Change	% Change
60-452-5715	LICENSE RENEWALS	\$190.00	\$798.53	\$575.00	\$161.28	\$575.00	\$0.00	0.00
60-452-5720	REGISTRATION FEES	\$120.00	\$60.00	\$400.00	\$0.00	\$400.00	\$0.00	0.00
60-452-5730	DUES	\$125.00	\$200.00	\$250.00	\$2,000.00	\$250.00	\$0.00	0.00
	EXPENSES SUB-TOTAL:	\$268,043.71	\$302,842.92	\$286,025.00	\$149,610.47	\$306,125.00	\$20,100.00	7.02
60-452-5318	LEAK DETECTION	\$13,452.00	\$13,410.00	\$20,000.00	\$11,990.00	\$20,000.00	\$0.00	0.00
60-452-5319	BACK FLOW PREVENTION INSPECTION	\$0.00	\$4,545.00	\$1,500.00	\$0.00	\$1,500.00	\$0.00	0.00
	CAPITAL OUTLAY SUB-TOTAL:	\$13,452.00	\$17,955.00	\$21,500.00	\$11,990.00	\$21,500.00	\$0.00	0.00
	452 WATER DISTRIBUTION SUB-TOTAL:	\$814,156.87	\$891,255.37	\$882,341.00	\$386,985.40	\$916,166.00	\$33,825.00	3.83

Town of Hanover

Town Manager Recommended Budget

FY20 Water Enterprise

710 - DEBT SERVICE - PRINCIPAL												
Account Number	Account Description	FY2017 Expended	FY2018 Expended	FY2019 Budget	FY2019 Expended	FY2020 Town Manager Rec	\$ Change	% Change				
60-710-5910	PRINCIPAL-LONG TERM DEBT	\$0.00	\$0.00	\$0.00	\$0.00	\$458,500.00	\$458,500.00	100.00				
60-710-5910-0906	PRINCIPAL-WATER MAIN	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00				
60-710-5910-0914	PRIN - WATER MAIN \$96.5K 6.24.16	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$-15,000.00	-100.00				
60-710-5910-0915	PRINCIPAL - WTP 6.24.16	\$250,000.00	\$240,000.00	\$240,000.00	\$0.00	\$0.00	\$-240,000.00	-100.00				
60-710-5910-0916	PRINC - WATER MAIN \$36.2K 6.24.16	\$5,000.00	\$5,000.00	\$2,000.00	\$0.00	\$0.00	\$-2,000.00	-100.00				
60-710-5910-0917	PRINC - WATER MAIN \$84.3K 6.24.16	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$-10,000.00	-100.00				
DEBT SERVICE SUB-TOTAL:		\$425,000.00	\$270,000.00	\$267,000.00	\$0.00	\$458,500.00	\$191,500.00	71.72				
710 DEBT SERVICE - PRINCIPAL SUB-TOTAL:		\$425,000.00	\$270,000.00	\$267,000.00	\$0.00	\$458,500.00	\$191,500.00	71.72				

Town of Hanover

**Town Manager Recommended Budget
FY20 Water Enterprise**

751 - DEBT SERVICE - INTEREST	Account Number	Account Description	FY2017 Expended	FY2018 Expended	FY2019 Budget	FY2019 Expended	FY2020 Town Manager Rec	\$ Change	% Change
	60-751-5915	INTEREST-LONG TERM DEBT	\$0.00	\$0.00	\$0.00	\$0.00	\$128,032.00	\$128,032.00	100.00
	60-751-5915-0906	INTEREST-WATER MAIN 230K	\$800.00	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
	60-751-5915-0914	INT - WATER MAIN \$96.5K 6.24.16	\$3,308.08	\$3,260.00	\$2,660.00	\$1,330.00	\$0.00	\$-2,660.00	-100.00
	60-751-5915-0915	INT - WTP 6.24.16	\$64,977.53	\$65,372.00	\$55,772.00	\$27,886.00	\$0.00	\$-55,772.00	-100.00
	60-751-5915-0916	INT - WATER MAIN \$36.2K 6.24.16	\$1,246.55	\$1,248.00	\$1,048.00	\$524.00	\$0.00	\$-1,048.00	-100.00
	60-751-5915-0917	INT - WATER MAIN \$84.3K 6.24.16	\$2,917.53	\$3,272.00	\$3,272.00	\$1,636.00	\$0.00	\$-3,272.00	-100.00
	DEBT SERVICE SUB-TOTAL:		\$76,349.69	\$73,552.00	\$62,752.00	\$31,376.00	\$128,032.00	\$65,280.00	104.02
751	DEBT SERVICE - INTEREST SUB-TOTAL:		\$76,349.69	\$73,552.00	\$62,752.00	\$31,376.00	\$128,032.00	\$65,280.00	104.02

Town of Hanover

Town Manager Recommended Budget

FY20 Water Enterprise

752 - DEBT - SHORT TERM INTEREST	Account Number	Account Description	FY2017 Expended	FY2018 Expended	FY2019 Budget	FY2019 Expended	FY2020 Manager Rec	\$ Change	% Change
	60-752-5925	INTEREST-SHORT TERM DEBT	\$0.00	\$0.00	\$61,476.00	\$0.00	\$63,350.00	\$1,874.00	3.04
		DEBT SERVICE SUB-TOTAL:	\$0.00	\$0.00	\$61,476.00	\$0.00	\$63,350.00	\$1,874.00	3.04
752 DEBT - SHORT TERM INTEREST			\$0.00	\$0.00	\$61,476.00	\$0.00	\$63,350.00	\$1,874.00	3.04

Town of Hanover

**Town Manager Recommended Budget
FY20 Water Enterprise**

755 - DEBT SERVICE - ISSUANCE COSTS	FY2017	FY2018	FY2019	FY2019	FY2020	\$	%
Account Number	Expended	Expended	Budget	Expended	Manager Rec	Change	Change
60-755-5940	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
DEBT SERVICE SUB-TOTAL:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
755 DEBT SERVICE - ISSUANCE COSTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
WATER ENTERPRISE FUND TOTAL:	\$3,422,631.62	\$3,512,965.39	\$3,405,672.00	\$1,625,981.90	\$3,819,561.00	\$413,889.00	12.15
GRAND TOTAL:	\$3,422,631.62	\$3,512,965.39	\$3,405,672.00	\$1,625,981.90	\$3,819,561.00	\$413,889.00	12.15