Town of Hanover FY 12
Town Manager Budget Presentation
02-01-11

"Hanover, a Town where people choose to live."

FY 12 Budget Process

- Town Manager request for budgets, capital improvements, and Articles for Town Meeting per the Town Manager Act sec 4. C. 1. e.
- Selectmen set due date for Articles for Town Meeting per MGL Ch. 39 Sec. 10
- Town Manager 2-1-11 presentation to Selectmen and Advisory Comm per the Town Manager Act sec 4. C. 1. a.
- Advisory Comm recommendations to Town Meeting per Bylaw 4-1 sec 3+4.

General Budget Information

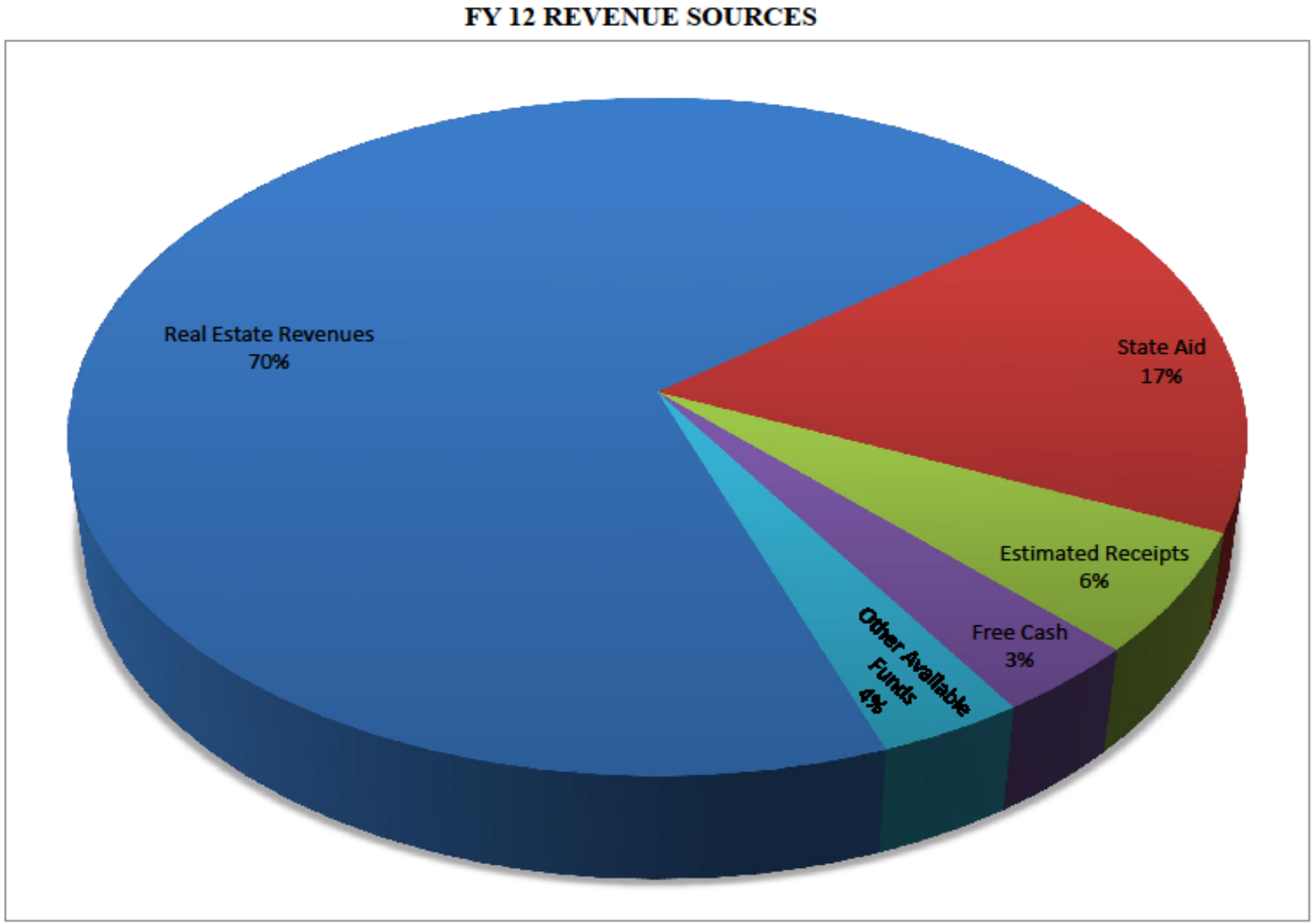
FY 12 Budget Goals

- Create Balanced Budget
- Create Centralized Budget
- No Service reductions in Fire, Police (and ECC)
- Level Funding for all Departments
- Prop 2 1/2 Revenues fund Townwide Exp increases
- Additional Revenues apportioned equitably between the Town and School

Revenue

- Real Estate – Proposition 2 ½%
- State Aid - down
- Estimated Receipts - level
- Free Cash - down
- Other – Ambulance, Revolving funds, etc.

Revenue Chart

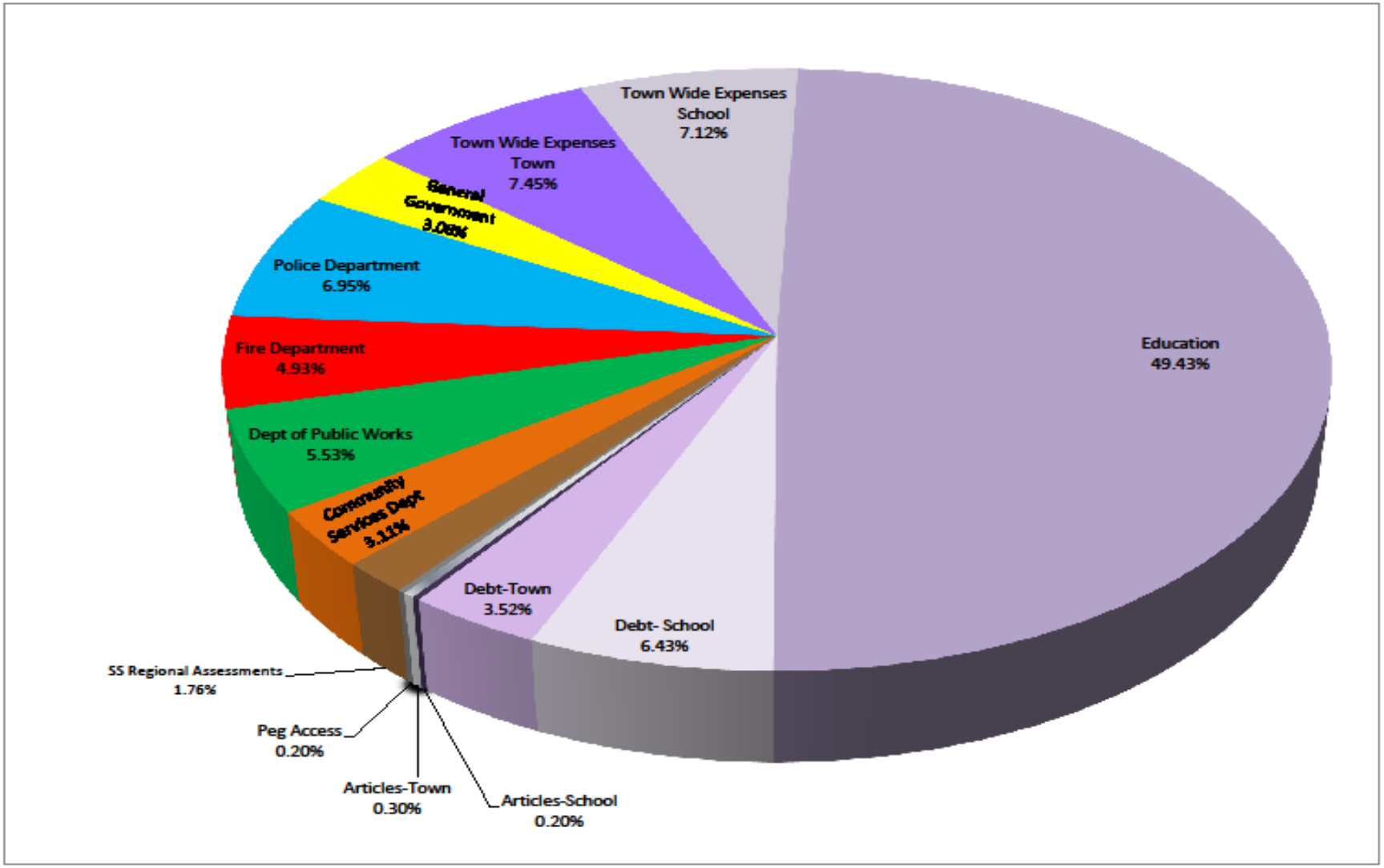


Expenditure Highlights

- Level Funding Pension Assessment
- 12% Increase in Health Insurance
- 79% increase in Unemployment Benefits
- 4% increase in South Shore Regional Vocational Assessment
- 8.5 Million needed for Roads

Expenditure Chart

FY 2012 EXPENDITURES



Specific Budget Information

Department Expenditures

- General Government
- Police
- Fire Rescue and EMS
- Community Services
- Education
- Community Access and Media
- DPW
- Townwide Expenses
- Debt

Centralized Budget format

ARTICLE OMNIBUS BUDGET GENERAL GOVERNMENT	TOWN MTG. APPROVED FY2011 BUDGET
BOARD OF SELECTMEN - PAYROLL	$297,984
BOARD OF SELECTMEN - EXPENSES	$11,450
ADVISORY COMMITTEE - PAYROLL	$3,813
ADVISORY COMMITTEE - EXPENSES	$159
CAPITAL IMPROVEMENT COMMITTEE - PAYROLL	$1,939
LEGAL SERVICES - EXPENSES	$134,900
CENTRAL COMPUTER - PAYROLL	$81,387
CENTRAL COMPUTER - EXPENSES	$36,305
TOWN CLERK - PAYROLL	$92,421
TOWN CLERK - EXPENSES	$4,445
ELECTIONS & TOWN MEETING - PAYROLL	$27,300
ELECTIONS & TOWN MEETING - EXPENSES	$23,360
REGISTRAR - PAYROLL	$25,356
REGISTRAR - EXPENSES	$7,444
SUBTOTAL - GENERAL ADMINISTRATION	$752,363
FINANCE DEPARTMENT - PAYROLL	$419,406
FINANCE DEPARTMENT - EXPENSES	$79,178
FINANCE DEPARTMENT - TOWN AUDIT EXPENSES	$27,500
BOARD OF ASSESSORS - PAYROLL	$141,906
BOARD OF ASSESSORS - EXPENSES	$38,062
SUBTOTAL - FINANCIAL ADMINISTRATION	$705,651
TOTAL - GENERAL GOVERNMENT	$1,458,015

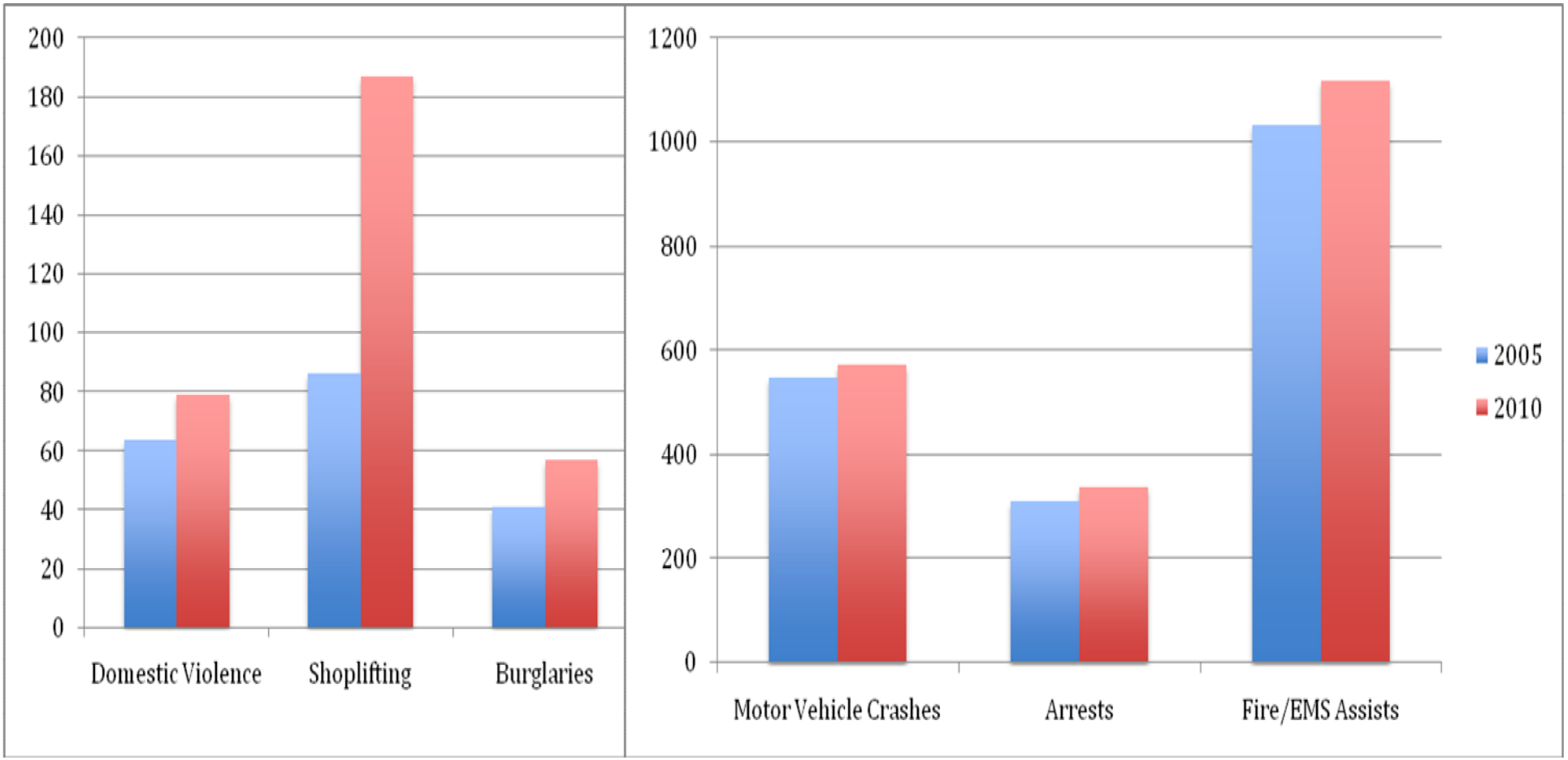
PUBLIC SAFETY	TOWN MTG. APPROVED FY2011 BUDGET
POLICE - PAYROLL	$2,501,549
POLICE - EXPENSES	$227,137
POLICE - NEXTEL EXPENSES	$13,500
FIRE DEPARTMENT - PAYROLL	$2,681,844
FIRE DEPARTMENT - EXPENSES	$233,050
DEPARTMENT OF MUNICIPAL INSPECTIONS - PAYROLL	$332,938
DEPARTMENT OF MUNICIPAL INSPECTIONS - EXPENSES	$38,400
EMERGENCY MANAGEMENT - EXPENSES	$2,100
ANIMAL CONTROL - PAYROLL	$15,735
ANIMAL CONTROL - EXPENSES	$3,743
EMERGENCY COMMUNICATIONS - PAYROLL	$496,625
EMERGENCY COMMUNICATIONS - EXPENSES	$54,910
TOTAL - PUBLIC SAFETY	$6,198,531

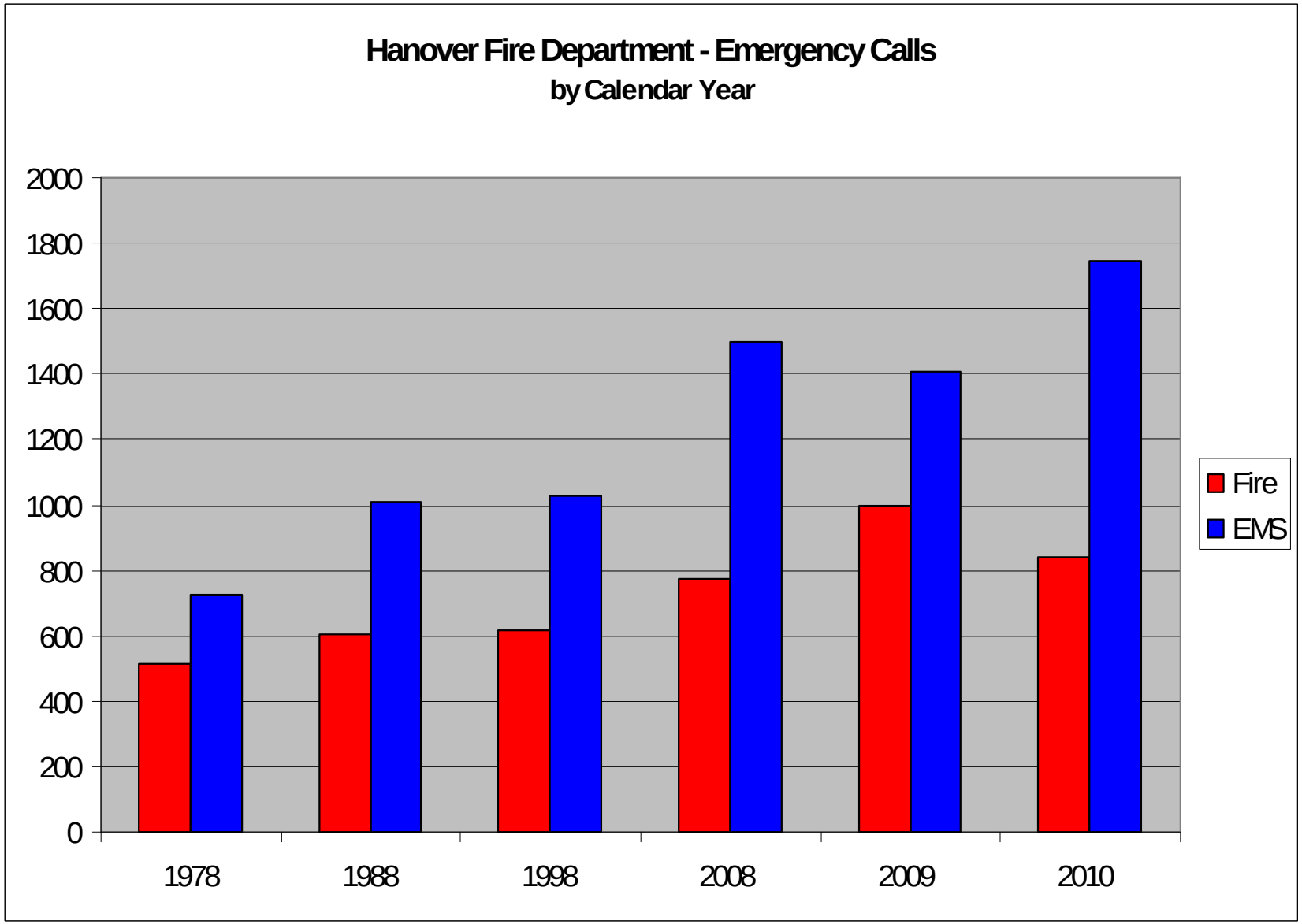
EDUCATION	
HANOVER PUBLIC SCHOOLS - ALL EXPENSES	$23,132,796
NORTH RIVER COLLABORATIVE - MEDICAID PROCESS	$7,500
PEG ACCESS COMMITTEE - PAYROLL	$70,000
PEG ACCESS COMMITTEE - EXPENSES	$32,000
SOUTH SHORE REGIONAL SCHOOL - ASSESSMENT	$794,793
TOTAL - EDUCATION	$24,037,089

FY2011 BUDGET WITH REORGANIZATION		
General Government	Salaries	$1,051,031
	Expenses	$448,413
Police Department	Salaries	$2,971,815
	Expenses	$297,290
Fire Department	Salaries	$2,080,844
	Expenses	$235,150
Community Se	Salaries	$265,999
Community Ser	Expenses	$162,076
	Library Salaries	$309,385
	Library Expens	$178,207
Education	Salaries & Expenses	$23,140,296
SS Regional School Assessment		$794,793
Community Access & Media	Salaries	$70,000
	Expenses	$32,000
DPW	Salaries	$1,054,232
	Expenses	$1,313,520
Centralized Fac Salaries		$198,869
Snow & Ice Rem Salaries		$73,000
Snow & Ice Rem Expenses		$307,000
Townwide Expenses		$6,358,314
Debt Expenses		$5,838,918
		$45,601,152

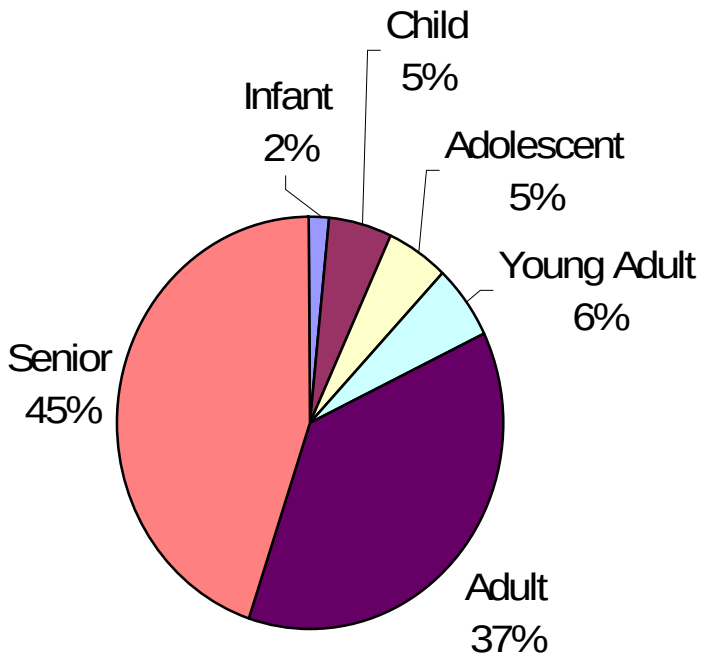
FY2012 BUDGET RECOMMENDATION		
General Government	Salaries	$1,100,409
	Expenses	$343,533
Police Department	Salaries	$2,971,612
	Expenses	$292,190
Fire Rescue & EMS	Salaries	$2,067,282
	Expenses	$249,611
Community Service	Salaries	$233,641
Community Services	Expenses	$168,399
	Library Salaries	$315,071
	Library Expens	$178,207
	Library Fines	$15,049
	CPC Adm. Exp	$48,267
Education	Salaries & Expenses	$23,205,296
SS Regional School Assessment		$826,585
Community Access & Media	Salaries	$59,448
	Expenses	$35,900
DPW	Salaries	$1,056,992
	Expenses	$1,299,595
Centralized Facilities Salaries		$237,331
Centralized Facilities Expenses		$450
Snow & Ice Removal Salaries		$73,000
Snow & Ice Removal Expenses		$307,000
Townwide Expenses		$6,840,498
Debt Expenses		$4,670,947
		$47,095,804

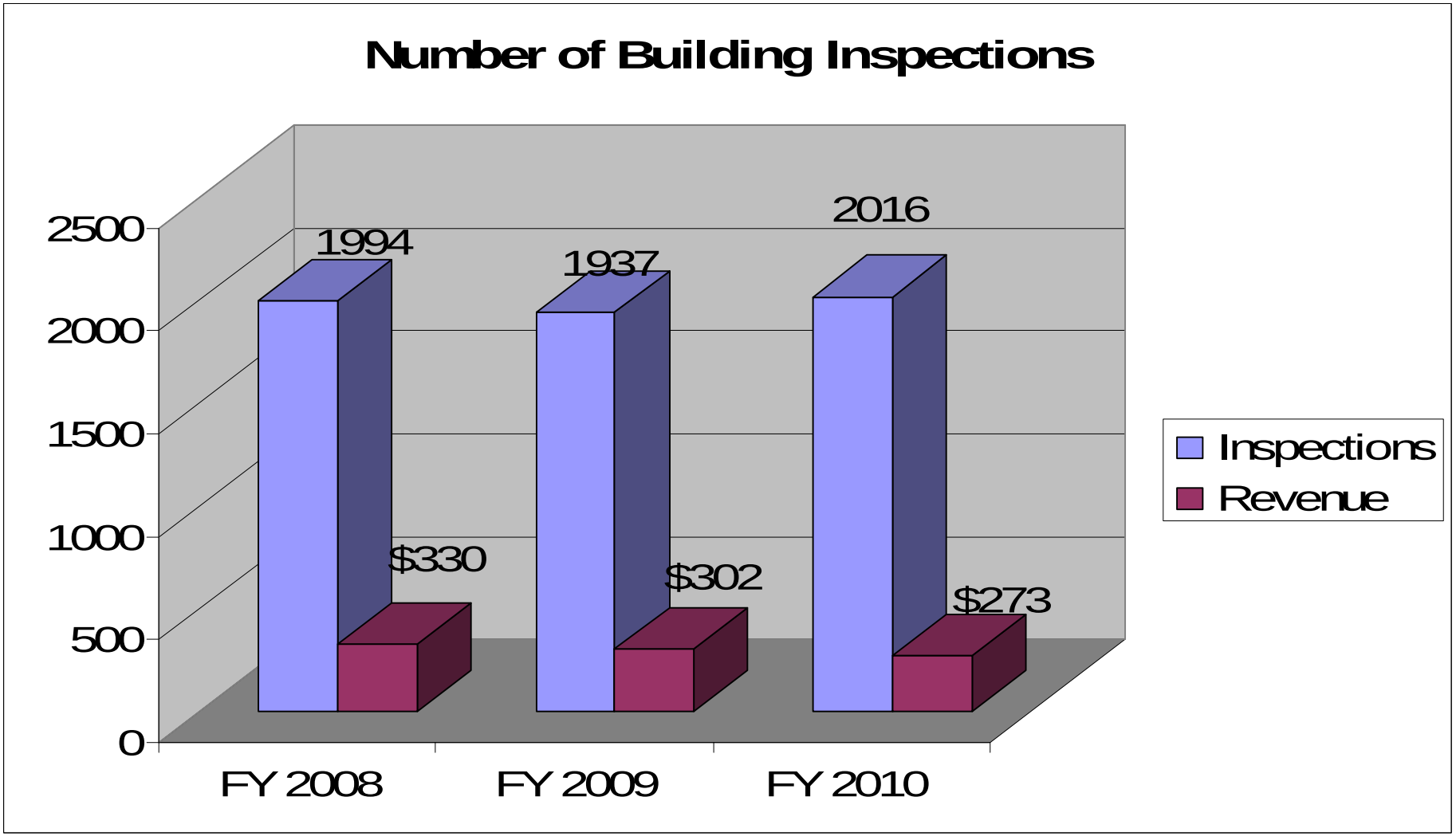
Police Activity




Hanover Fire Department - Emergency Calls
by Calendar Year
2000
1800
1600
1400
1200
1000
800
600
400
200
0
1978
1988
1998
2008
2009
2010
Fire
EMS

Hanover Fire Department
Ambulance Use by Known Age Group - 2010




Number of Building Inspections
2500
2000
1500
1000
500
0
1994
1937
2016
$330
$302
$273
FY 2008
FY 2009
FY 2010
Inspections
Revenue

Schools

- Stabilization Fund
- Capital Plan
- Articles

Capital Improvement Articles

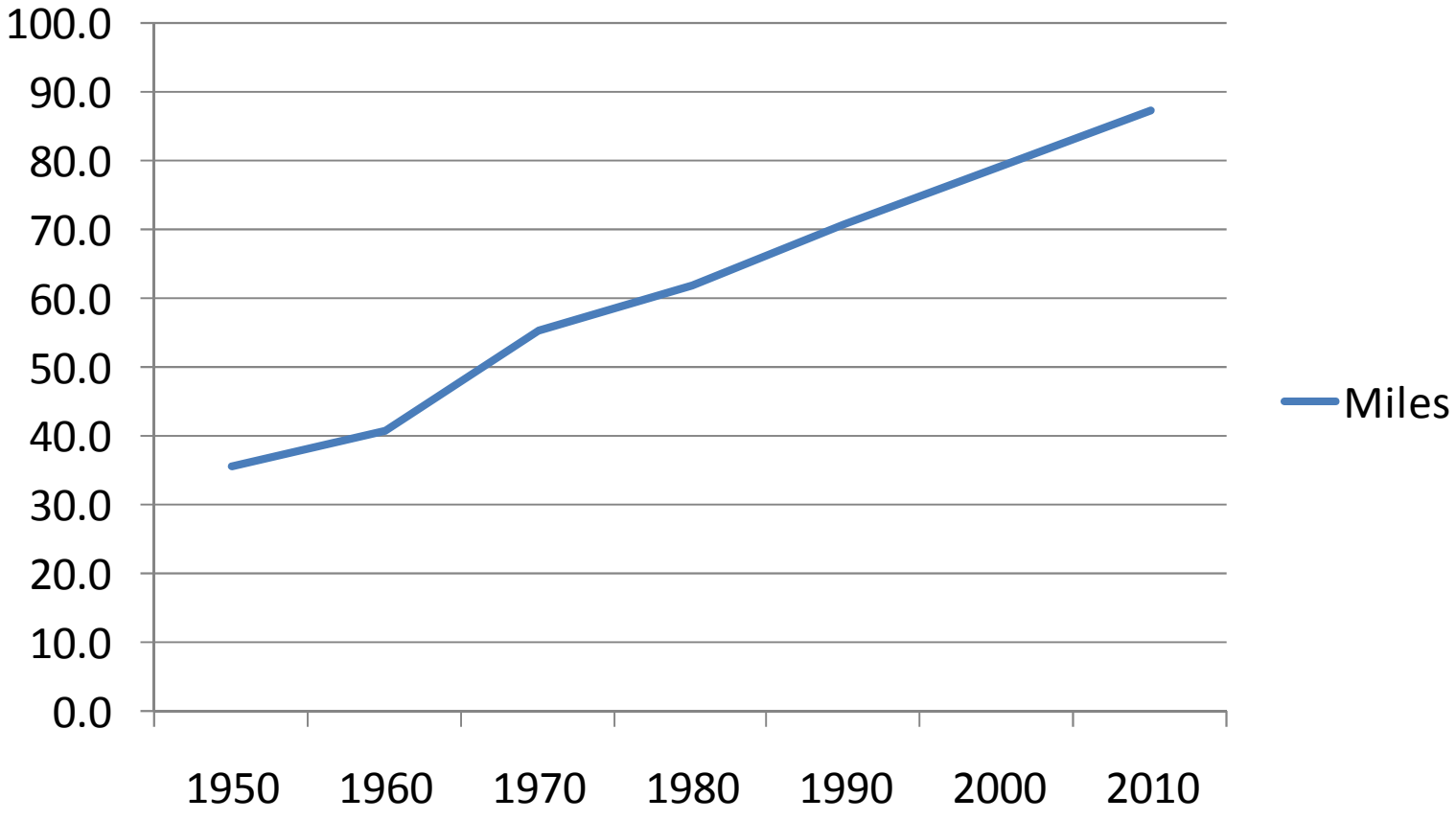
- Capital from available funds
  - (1) Police and (1) unmarked cruiser
  - School Sped Van
  - School Smoke doors
  - School Computers (in budget)
  - School Clocks
  - Ambulance
  - Cardiac Monitors
  - Curtis School demolition

Green Communities Capital Funding

- Police Energy Efficient Vehicle FY 12
- School - Steam traps FY 11/12
- Fire - Garage doors FY 11/12
- Town Hall – Boiler FY 11/12

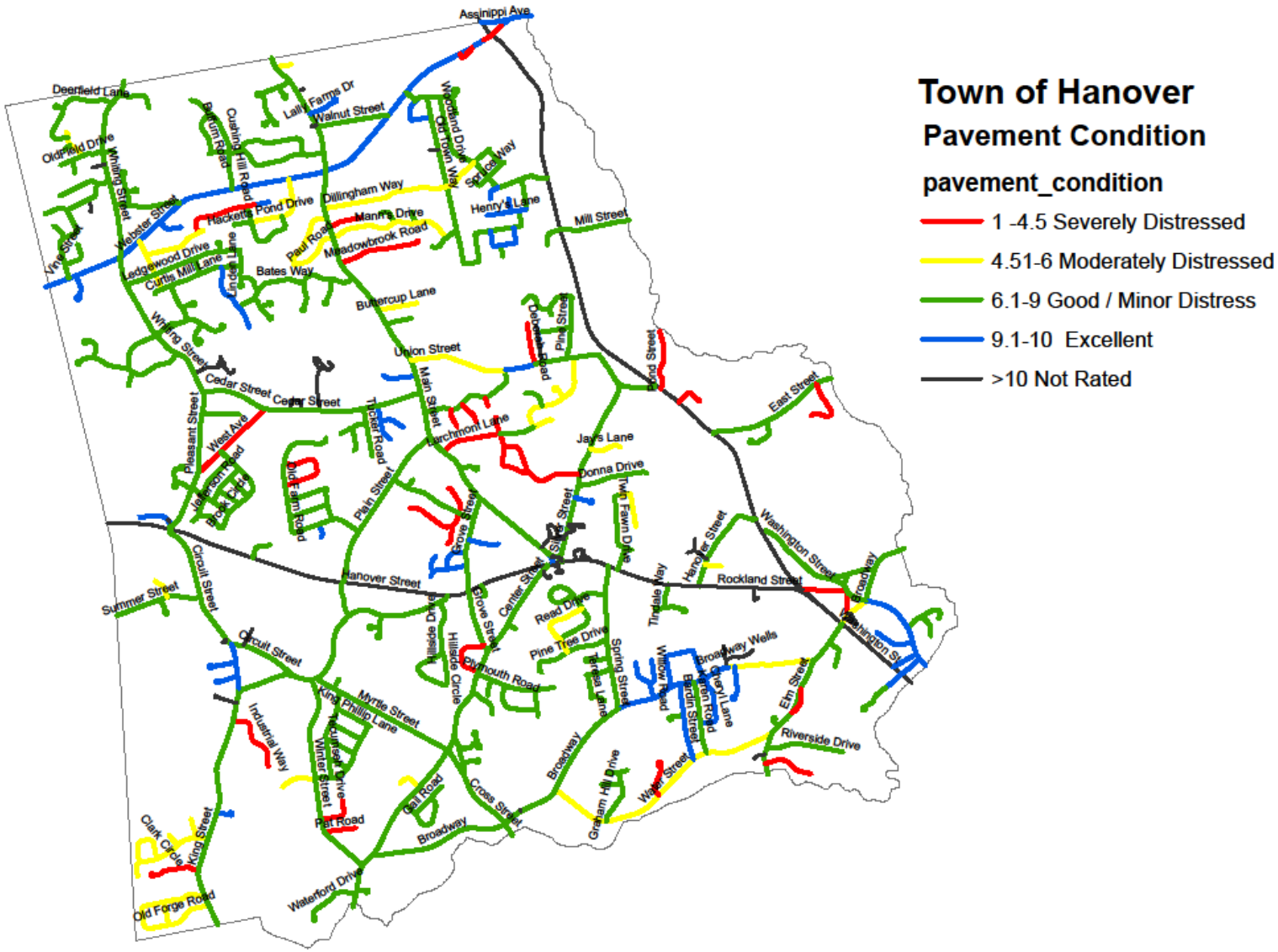
$8.5 mil Debt Exclusion for Roads

Growth of Accepted Road Miles

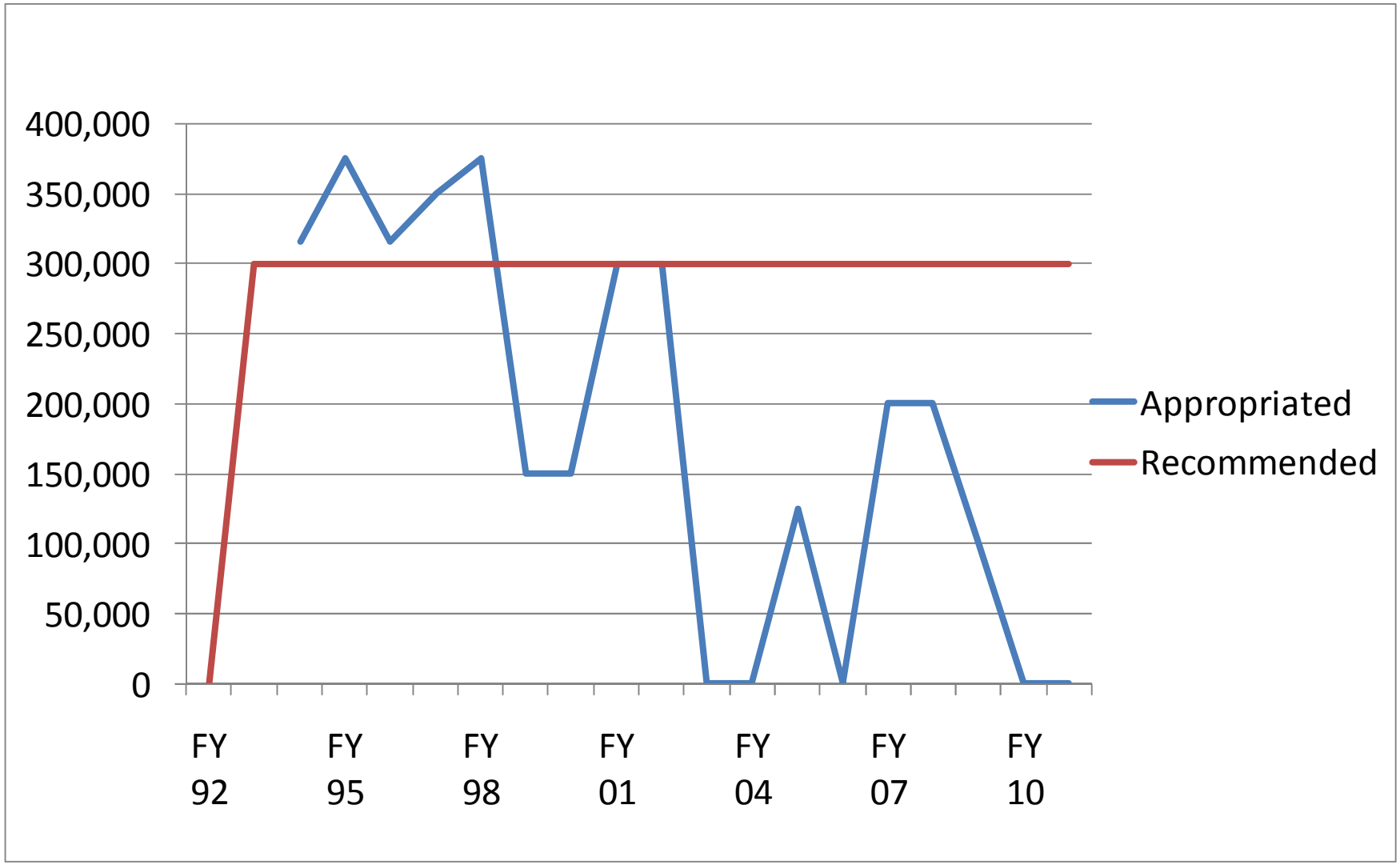


(Miles of accepted roads is an indicator of total infrastructure)

Current Pavement Condition Map



Pavement Management Program History



Ongoing Budget Presentation Goals

- Show the full scope of Town Activity
  - Federal and State Grants
  - Revolving Accounts (Fee for Service)
- 15 Year Capital Plan for Buildings

15 Year Capital Plan For Buildings

Town of Hanover, Massachusetts

Town-Wide Facilities Study

Summary - All Buildings

TOTAL (All Buildings)

		Year 1 (FY2013)	Year 2 (FY2014)	Year 3 (FY2015)	Year 4 (FY2016)	Year 5 (FY2017)	Year 6 (FY2018)	Year 7 (FY2019)	Year 8 (FY2020)	Year 9 (FY2021)	Year 10 (FY2022)	Year 11 (FY2023)	Year 12 (FY2024)	Year 13 (FY2025)	Year 14 (FY2026)	Year 15 (FY2027)	TOTAL (15 Years)
1 General Building Construction (General Requirem	GEN	645,252.00	977,916.75	946,923.25	232,250.00	167,750.50	406,250.00	1,417,375.75	1,255,375.75	2,175,375.00	115,500.00	48,750.00	58,000.25	46,750.00	172,750.00	24,875.00	1,435,252.25
2 Haz Mat - Asbestos Removal	ASB	30,000.00	651,000.00	310,000.00	295,500.00	0.00	352,200.00	15,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,304,200.00
3 Haz Mat - Demolition	DEMO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4 Demolition	DEMO	177,500.00	0.00	30,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	207,500.00
5 Site Work - Paving	PAVE	40,000.00	350,000.00	572,000.00	35,000.00	40,000.00	0.00	0.00	22,000.00	35,000.00	0.00	50,000.00	50,000.00	20,000.00	20,000.00	55,000.00	1,200,000.00
6 Site Work - Landscaping	LAND	35,000.00	40,000.00	200,000.00	0.00	0.00	5,000.00	50,000.00	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	430,000.00
7 Site Work - Utilities	UTIL	0.00	1.00	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,001.00
8 Site Work - Play Areas/ Recreational Fields	PLAY	0.00	10,000.00	0.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	20,000.00	0.00	0.00	0.00	0.00	0.00	70,000.00
9 Site Work - Other	SITE	15,000.00	50,000.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	67,000.00
10 Doors, Frames and Door Hardware	DOOR	88,501.00	170,000.00	45,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	303,501.00
11 Windows	WIN	150,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300,000.00	0.00	0.00	0.00	0.00	0.00	570,000.00
12 Insulation and Similar	INS	53,500.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	73,500.00
13 Exterior Siding	EXC	58,500.00	20,000.00	10,000.00	1,000.00	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	17,000.00	115,500.00
14 Masonry	MAS	30,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40,000.00
15 Historical Masonry	HIS	17,500.00	0.00	20,000.00	40,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	0.00	0.00	77,500.00
16 Roofing and Flashing	ROOF	456,000.00	25,000.00	6,000.00	7,000.00	0.00	3,000,000.00	0.00	0.00	0.00	0.00	0.00	66,000.00	0.00	350,000.00	545,000.00	3,501,000.00
17 Historical Roofing and Flashing	HR	54,500.00	0.00	0.00	0.00	0.00	0.00	24,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	78,500.00
18 Painting	PAINT	16,500.00	10,000.00	15,500.00	25,000.00	30,000.00	15,000.00	0.00	0.00	15,000.00	17,500.00	0.00	0.00	0.00	10,000.00	47,500.00	191,500.00
19 Historical Painting	HP	66,000.00	30,000.00	85,000.00	7,000.00	40,000.00	20,000.00	10,000.00	10,000.00	12,000.00	40,000.00	30,000.00	10,000.00	25,000.00	5,000.00	65,000.00	527,000.00
20 Waterproofing, Damping & Caulking	WPT	16,000.00	250,000.00	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	271,000.00
21 Miscellaneous Metals/ Ornamental Irons	MMI	1,001.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,001.00
22 Lathing & Plastering	PLAS	20,000.00	1.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,001.00
23 Acoustical Tile Ceilings	ACOU	5,000.00	30,000.00	0.00	0,000.00	0.00	10,000.00	0.00	0.00	0.00	0.00	50,000.00	10,000.00	40,000.00	0.00	0.00	160,000.00
24 Resilient Flooring	RESF	0.00	5,000.00	0.00	1.00	9,000.00	0.00	50,000.00	0.00	0.00	3,000.00	0.00	5,000.00	0.00	70,000.00	0.00	137,001.00
25 Glass & Glazing	GLAS	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00
26 Tile (ceramic wall or floor tile)	TILE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
27 Carpet	CARPT	16,000.00	0.00	0.00	0.00	12,000.00	16,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	44,000.00
28 Accessibility Upgrades	ACCESS	35,000.00	300,000.00	470,000.00	10,000.00	30,000.00	10,000.00	20,000.00	350,000.00	30,000.00	0.00	0.00	0.00	10,000.00	0.00	10,000.00	1,400,000.00
29 Plumbing - Waste Systems	WASTE	7,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	2,500.00	0.00	0.00	0.00	0.00	0.00	17,000.00
30 Plumbing - Supply Systems	WATR	0.00	15,000.00	0.00	0.00	0.00	0.00	2,000.00	2,501.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	21,501.00
31 Plumbing - Other	PLMB	2,000.00	95,000.00	27,000.00	0.00	37,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	161,500.00
32 HVAC - Control Systems	CNTRL	26,500.00	15,000.00	0.00	0.00	0.00	35,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	76,500.00
33 HVAC - Air Systems and Equipment	AIR	16,500.00	95,000.00	310,000.00	5,000.00	6,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	437,500.00
34 HVAC - Boilers	BOIL	110,000.00	0.00	30,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,000.00	0.00	0.00	165,000.00
35 HVAC - Steam Traps	STEAM	13,000.00	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00
36 HVAC - Other	HVAC	60,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60,000.00
37 Electrical - Power	POWR	349,001.00	0.00	0,000.00	5,000.00	17,501.00	152,500.00	75,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	609,502.00
38 Electrical - Data / Tele	DAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	70,000.00	0.00	0.00	70,000.00
39 Electrical - Alarm Systems	ALARM	90,001.00	35,500.00	31,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	155,000.00
40 Electrical - Lighting	LIGHT	15,500.00	45,500.00	21,700.00	170,001.00	55,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	287,701.00
41 Electrical - Other	ELEC	75,501.00	30,000.00	4,000.00	0.00	250,000.00	12,000.00	0.00	95,000.00	60,000.00	25,000.00	0.00	0.00	0.00	0.00	0.00	553,501.00
42 Elevators	ELEV	0.00	700,000.00	150,001.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	750,001.00
43 Fire Protection / Sprinkler Systems	FIRE	160,001.00	5,500.00	0.00	0.00	55,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	215,001.00
44 Other 1	OTHR1	137,000.00	1,085,500.00	465,000.00	775,001.00	334,000.00	0.00	13,000,001.00	4,198,000.00	8,555,000.00	0.00	0.00	0.00	0.00	0.00	0.00	27,549,502.00
45 Other 2	OTHR2	35,000.00	5,500.00	70,000.00	55,000.00	0.00	0.00	930,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	695,500.00
46 TOTAL (All Trade Categories)	TOTL	3,227,260.00	4,888,888.75	3,994,626.25	1,160,000.00	1,630,752.50	2,031,250.00	17,134,876.75	5,276,876.75	10,976,875.00	501,500.00	243,750.00	100,001.25	243,750.00	855,750.00	474,375.00	52,166,161.25
47 Energy Efficiency (Sub-Total)	ENER	166,500.00	70,500.00	89,500.00	46,000.00	0.00	90,000.00	0.00	21,000.00	0.00	1,000.00	0.00	0.00	0.00	20,000.00	0.00	476,000.00
48																	
49 Historical Building Restoration (Sub-Total)	HIST	317,000.00	135,136.25	226,875.00	22,000.25	40,000.00	27,500.00	41,751.25	41,750.00	34,500.00	41,000.00	80,000.00	33,751.25	61,250.00	0.00	115,000.00	1,287,005.00

- Budget Reflects Balanced Budget and Centralization
  - Reorganization of Personnel
    - Enhanced cross training
    - Enhanced back-up
    - Enhanced coverage for vacations and sick leave
  - Consolidation of Departments
    - Simplification of Management Structure
    - Centralization of Maintenance
    - More flexibility in use of funds and personnel

Next Steps

- Advisory Committee meets over next two months to consider all budgets and Articles
- Advisory Committee recommendations released in April
- Annual Town Meeting May 2, 2011