



Town Manager's Fiscal Year 2019 Budget Presentation

**Board of Selectmen /
Advisory Committee Meeting
February 5, 2018**

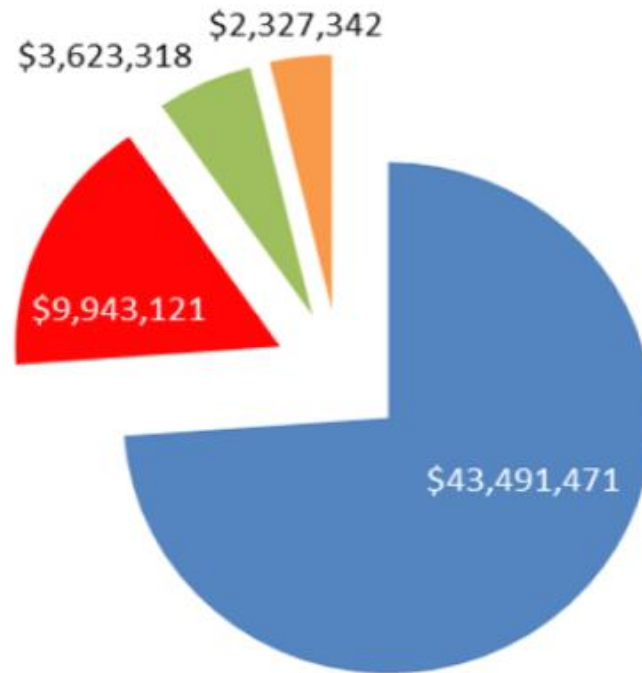
Estimated Revenues

TAX LEVY			
	FY17	FY18	FY19
FY Levy Limit	36,980,861	38,161,303	39,600,831
Add 2.5%	924,522	954,033	990,021
Add Estimated FY New Growth	340,000	340,000	400,000
	38,245,383	39,455,336	40,990,852
FY Excluded Debt			
Scheduled Net Excludable principal and interest payments	4,352,976	4,036,135	4,444,828
Adjusted Levy Limit	42,598,359	43,491,471	45,435,680
STATE AID			
	FY17	FY18	FY19
Net of Public Libraries/School Lunch Direct Expenditure	8,817,141	9,054,539	9,229,710
MSBA School Project	888,582	888,582	888,582
Total State Aid	9,705,723	9,943,121	10,118,292

Estimated Revenues

LOCAL RECEIPTS			
	FY17	FY18	FY19
Motor Vehicle	2,350,000	2,330,000	2,357,658
Other Excise - Boat	835	750	750
Penalties & Interest on Taxes and Excises	90,000	130,000	120,000
Fees	285,823	291,640	305,922
Rentals/Leases	35,000	36,150	36,150
Licenses and Permits	415,485	448,420	530,675
Fines and Forfeits	90,775	91,870	87,163
Investment Income	50,000	58,725	60,000
Miscellaneous - Recurring	-	-	125,000
Total Local Receipts	3,317,918	3,387,555	3,623,318
OTHER FINANCING SOURCES			
	FY17	FY18	FY19
Indirect Costs - Water Enterprise	358,739	463,395	463,395
Cemetery Graves & Foundations Account	65,000	16,000	65,000
Sale of Cemetery Lots	10,000	10,000	10,000
Title V Receipts Reserved Account	39,810	38,947	38,947
Ambulance Receipts Reserved Account	915,295	933,095	1,200,000
Community Preservation Fund - Debt Service	-	-	550,000
Undesignated Fund Balance/Free Cash	-	-	-
Total OFS	1,388,844	1,461,437	2,327,342
TOTAL ESTIMATED REVENUES	57,010,844	58,283,584	61,504,632

Estimated Revenues



■ Tax Levy ■ State Aid ■ Local Receipts ■ Other Financing Sources

Estimated Revenues



Appropriations

OTHER AMOUNTS TO BE RAISED			
	FY17	FY18	FY19
Assessor's Annual Overlay Reserve	350,000	350,000	450,000
Total Other Amounts	350,000	350,000	450,000
STATE & COUNTY CHARGES			
	FY17	FY18	FY19
County Assessments	51,422	52,707	54,191
State Assessments	71,404	77,668	82,700
Transportation Assessments	93,592	94,167	94,533
Tuition Assessments	370,755	411,184	414,428
Total Assessments	587,173	635,726	645,852
GENERAL GOVERNMENT			
	FY17	FY18	FY19
Town Manager	315,792	338,935	345,950
Legal Services	125,000	155,000	155,000
Central Office Supply - Town Hall	30,000	30,000	30,000
Total General Government	470,792	523,935	530,950
FINANCE DEPARTMENT			
	FY17	FY18	FY19
Accounting	113,893	155,454	162,534
Assessors	153,916	136,015	175,962
Treasurer/Collector	316,505	298,501	316,774
Payroll/Benefits	177,498	167,732	168,233
Advisory Committee	4,564	3,025	3,205
Town Clerk	111,627	117,952	128,906
Elections & Town Meeting	52,765	20,130	52,817
Registrars	35,800	42,500	42,700
Total Finance Department	966,568	941,309	1,051,131

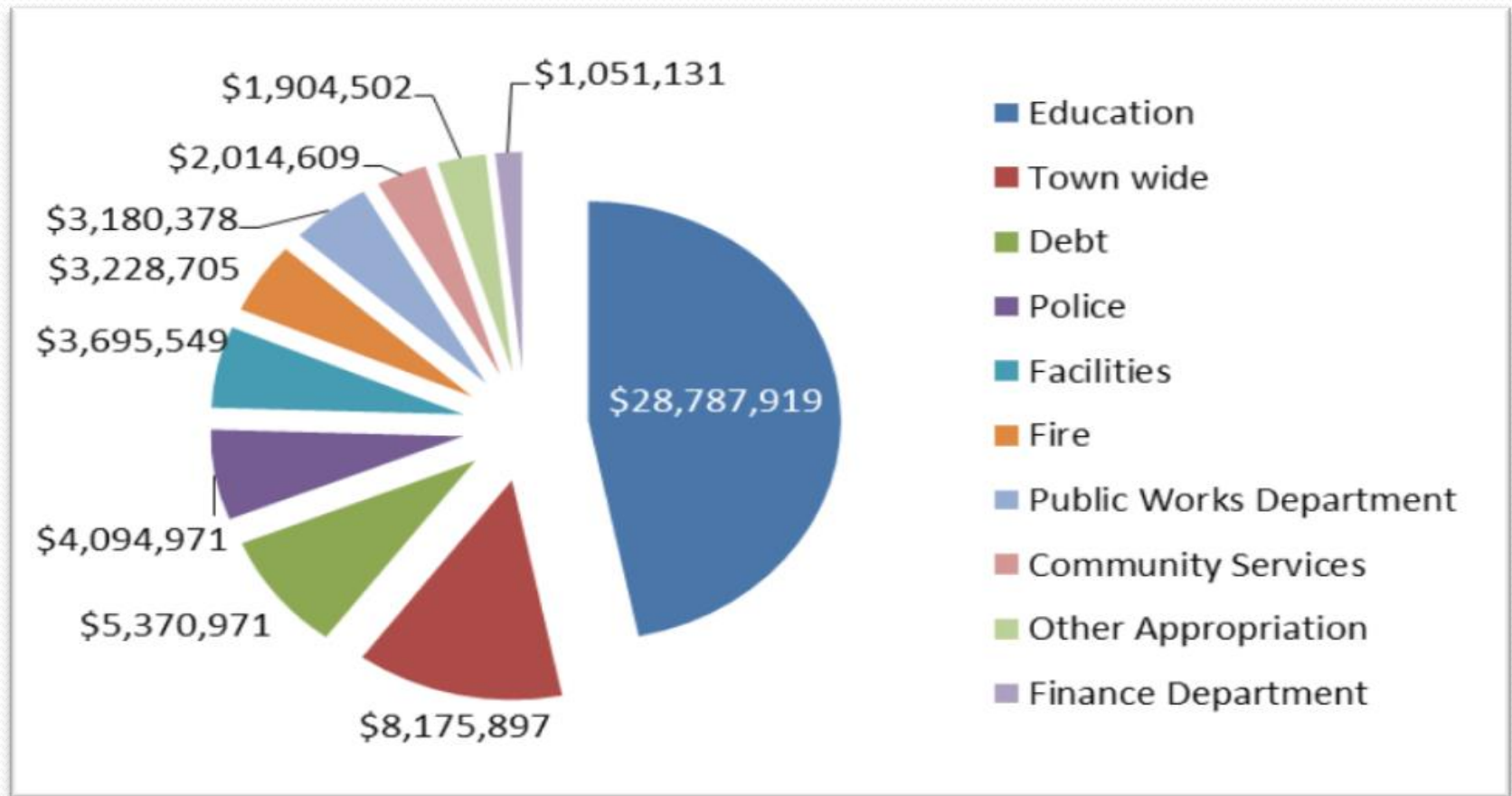
Appropriations

COMMUNITY SERVICES			
	FY17	FY18	FY19
Municipal Inspections	715,295	656,009	797,145
Visiting Nurse Association	121,868	144,629	143,966
Council on Aging	204,969	219,824	225,417
Veterans Services	150,778	152,266	159,165
John Curtis Library	563,011	559,862	608,810
Parks & Recreation	152,140	153,561	80,106
Total Community Services	1,908,061	1,886,151	2,014,609
POLICE			
	FY17	FY18	FY19
Police	2,997,304	3,190,117	3,388,231
Animal Control	4,761	4,761	4,761
Communications	632,773	651,819	701,979
Total Police	3,634,838	3,846,697	4,094,971
FIRE			
	FY17	FY18	FY19
Fire	2,868,179	2,990,739	3,225,705
Emergency Management	8,500	5,000	3,000
Total Fire	2,876,679	2,995,739	3,228,705
EDUCATION			
	FY17	FY18	FY19
Hanover Public Schools	25,765,115	27,165,115	27,990,115
South Shore Vocational School	794,915	797,804	797,804
Total Education	26,560,030	27,962,919	28,787,919
FACILITIES DEPARTMENT			
	FY17	FY18	FY19
Facilities Department	3,802,686	3,673,150	3,695,549
Total Facilities	3,802,686	3,673,150	3,695,549

Appropriations

PUBLIC WORKS DEPARTMENT			
	FY17	FY18	FY19
DPW Administration	279,946	285,593	278,000
Highway	594,615	612,700	726,895
Snow & Ice	387,000	387,000	387,000
Street Lighting	61,000	64,000	64,000
Public Grounds	399,311	407,853	501,578
Transfer Station	983,445	991,208	1,030,405
Town Gas Pump	266,400	226,650	192,500
Total Public Works Department	2,971,717	2,975,004	3,180,378
DEBT			
	FY17	FY18	FY19
Long Term Principal	3,795,568	3,570,568	3,643,449
Long Term Interest	1,651,551	1,393,051	1,244,518
Short Term Interest	17,411	40,000	473,004
Issuance Costs	10,000	10,000	10,000
Total Debt	5,474,530	5,013,619	5,370,971
TOWN WIDE			
	FY17	FY18	FY19
Pension/Retirement	3,404,748	3,544,053	3,650,375
Workers Compensation	195,314	190,000	228,000
Unemployment	125,000	85,000	85,000
Health Insurance	3,188,288	3,506,384	3,857,022
Life Insurance	5,480	10,000	10,000
Education Benefits	3,000	6,500	6,500
Employee Medical	25,000	25,000	25,000
Risk Management	233,440	238,800	259,900
Town Audit	37,500	41,750	54,100
Total Town wide	7,217,770	7,647,487	8,175,897
TRANSFERS			
	FY17	FY18	FY19
Advisory Committee Reserve Fund	190,000	167,702	177,700
Transfer to Sick Leave Buyback Fund	-	-	100,000
Total Transfers	190,000	167,702	277,700
TOTAL APPROPRIATIONS	57,010,844	58,619,438	61,504,632

Appropriations



FY 19 Budget Highlights:

- Keeps Legal spending level funded at \$155,000 to cover increased expenses from Fireworks Site Cleanup
- Includes partial funding for the addition of four additional fire fighters with remaining funding coming from the SAFER grant.
- Restores funding for the full-time Conservation Agent position in accordance with Board of Selectmen vote
- Moves the funding for field maintenance over to the DPW public grounds budget to allow the DPW to maintain Forge Pond Park
- Increases expenses in the DPW Highway budget by \$95,000 to cover the cost of engineering work for compliance with EPA Storm Water Law requirements
- Includes funding for a full time Veterans Service Officer

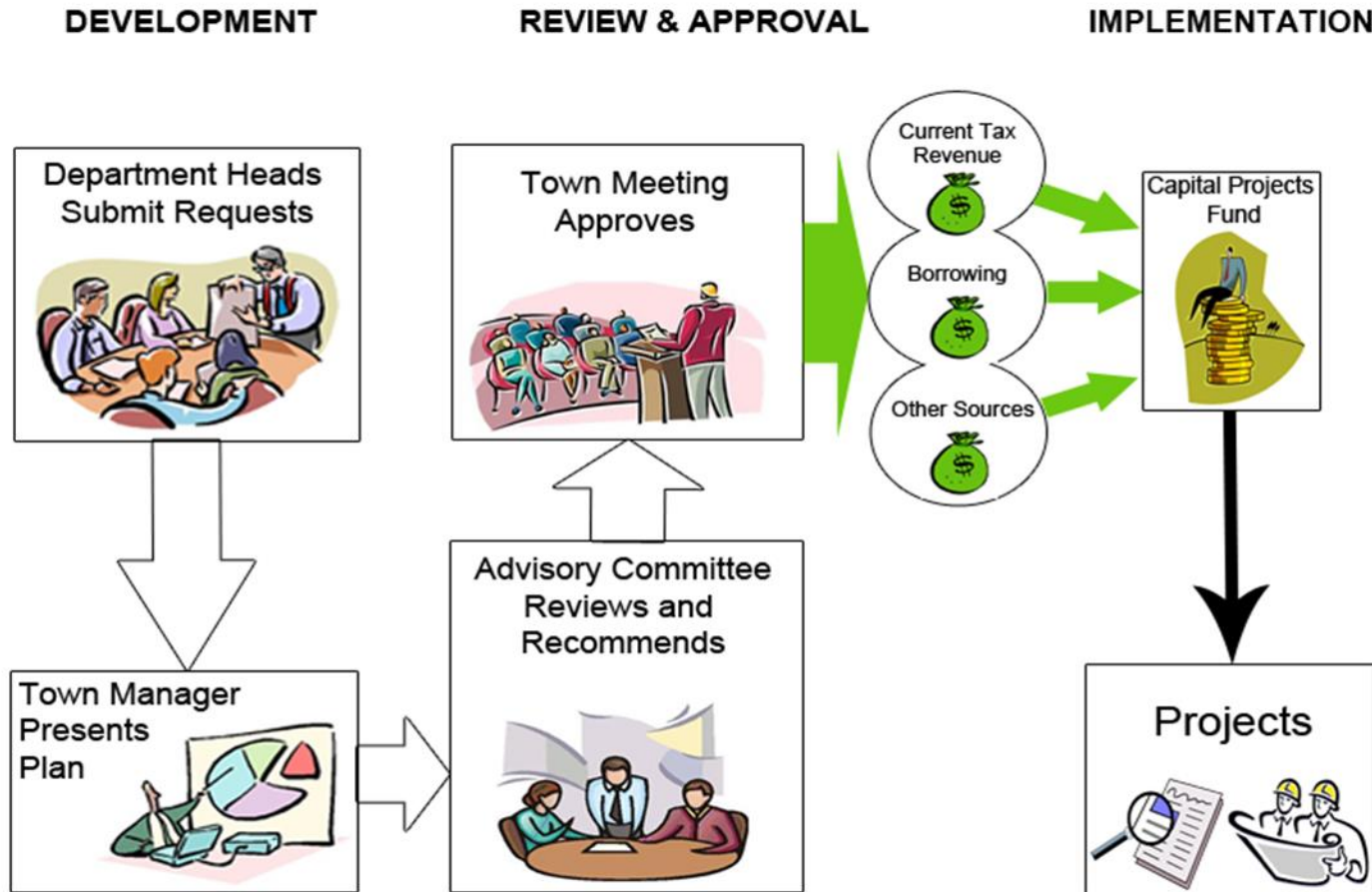
Summary of Local Receipts

Description	ACTUAL REVENUE			Estimated FY18	Estimated FY19
	FY15	FY16	FY17		
Motor Vehicle Excise	2,513,982	2,594,384	2,773,715	2,330,000	2,357,658
Boat Excise	982	873	873	750	750
Penalties & Interest on Taxes and Excise	113,656	156,097	137,254	130,000	120,000
PILOT payments	-	-	31,332	-	-
Urban Redevelopment	94,582	-	66,484	-	-
Subtotal	2,723,201	2,751,355	3,009,658	2,460,750	2,478,408
Town Clerk Fees	1,560	934	1,250	795	1,063
Municipal Lien Certificate	21,950	26,500	27,900	22,525	23,715
Treasurer Demands and Fees	52,575	49,310	41,330	41,900	35,131
Sealer of Weights	7,890	6,165	9,155	5,240	7,782
Transfer Station	94,778	106,392	111,058	90,435	94,400
Board of Health	23,625	26,606	31,182	22,615	26,504
Deputy Tax Collector Fees	386	-	29	-	-
Street Openings	5,500	2,450	4,550	2,085	3,868
Off Duty Detail Admin Fees	32,987	46,544	37,576	39,500	31,939
Passport Fees	38,115	45,570	41,830	38,735	38,735
Selectmen Fees	216	-	20,000	-	-
Treasurer/Collector Fees	901	-	1,116	-	-
Board of Assessors	1,178	1,095	-	-	-
Conservation Fees	13,216	10,544	17,608	8,950	13,139
Planning Board	19,129	15,009	25,450	12,750	21,632
Board of Appeals	6,720	4,655	5,230	3,950	4,446
Police Department Fees	7,037	7,351	7,645	-	-
School Department Fees	-	170	265	-	-
Animal Control Fees	1,050	-	800	-	-
DPW Fees	-	180	1,829	-	-
Building Department Fees	3,143	2,541	4,198	2,160	3,568
Flu Clinic Fees	-	-	-	-	-
Subtotal	331,957	352,015	390,001	291,640	305,922

Summary of Local Receipts

Lease Receipts	35,095	36,148	37,232	36,150	36,150
Subtotal	35,095	36,148	37,232	36,150	36,150
Alcoholic Beverage Licenses	51,190	51,975	46,225	44,175	42,000
Selectmen Licenses	22,897	14,600	15,600	12,400	13,260
Dog Licenses	7,735	11,420	11,145	9,700	8,518
Board of Health Licenses	4,050	3,750	4,400	3,185	3,740
Town Clerk Licenses	14,500	23,610	18,050	20,000	15,343
Police Permits	3,163	5,513	4,375	4,500	3,719
Fire Permits	17,974	20,527	20,730	17,450	17,621
Building Permits	184,328	379,298	367,207	205,000	285,202
Plumbing Permits	23,773	34,040	40,273	20,000	30,278
Gas Permits	11,371	19,060	13,906	16,200	11,820
Wiring Permits	40,007	50,740	65,574	43,125	48,462
Board of Health Permits	61,352	61,983	59,662	52,685	50,712
Selectmen Permits	-	-	50	-	-
Subtotal	442,337	676,515	667,198	448,420	530,675
District Court	11,706	10,379	9,795	8,800	8,326
Parking Clerk	6,612	115	195	100	166
Surcharge R.M.V.	13,100	12,420	11,860	10,550	10,081
Dog Fines	725	3,235	380	-	-
Library Fines	9,267	9,141	-	7,750	-
Motor Vehicle	58,441	70,143	81,698	59,625	62,102
By Law Violations	-	1,900	-	-	-
Marijuana Citations	1,000	700	2,600	-	500
False Alarms - Public Safety	5,935	9,720	7,045	5,045	5,988
Subtotal	106,786	117,752	113,573	91,870	87,163
Earnings on Investments	27,207	69,087	101,440	58,725	60,000
Dividends	-	-	-	-	-
Subtotal	27,207	69,087	101,440	58,725	60,000
Miscellaneous	1,310,462	-	336,835	-	-
Miscellaneous - Recurring	-	-	-	-	125,000
Subtotal					125,000
Total Local Receipts	4,977,045	4,002,872	4,655,937	3,387,555	3,623,318

Capital Improvement Process



FY19 Capital Improvement Program

Department	Request	Cost	Funding Source
DPW	Various road projects	500,000	Ch. 90
DPW	Highway - Replace 1998 Intl 2500 Dump Truck	190,000	Free Cash
DPW	Towed Air Compressor	25,000	Free Cash
DPW	Highway - Replace 2006 Ford F-450 4x4 DRW Dump (Green)	63,000	Free Cash
DPW	One Ton Dump Truck Replace - Cemetery	53,000	Free Cash
DPW	One ton 4x4 Dump Truck Replace	63,000	Free Cash
DPW	WTP Pond Street - Generator Replacement	200,000	Borrow - Water
DPW	Water Main Improvements	200,000	Water
DPW	Replace 2009 Water Service Van	38,000	Water
Facilities	Streetlights - Purchase and Conversion to LED	190,000	Free Cash
Facilities	Middle & Cedar - Camera Security System	150,000	Free Cash
Facilities	Cedar - Replace Tar & Gravel Roof (MSBA shared)	900,000	Borrow
Town Manager	Cedar Elementary School Playground	175,000	Borrow
Town Manager	Town Hall HVAC Project	125,000	Free Cash
Town Manager	Senior Center Generator	60,000	Free Cash
School	Upgrade & Replace obsolete servers	65,000	Free Cash
Police	Vehicle Replacement	90,000	Free Cash
Subtotal		3,087,000	

Reserves

Meal Tax Contributions

Fiscal Year	Meals Tax Contributions	Interest Earned	Balance
			\$ -
FY2013	\$ 257,667	\$ -	\$ 257,667
FY2014	\$ 315,789	\$ 9,892	\$ 583,348
FY2015	\$ 317,526	\$ 29,497	\$ 930,371
FY2016	\$ 339,341	\$ 21,237	\$ 1,290,949
FY2017	\$ 387,436	\$ 48,004	\$ 1,726,389
FY2018	\$ 184,624	\$ 152,582	\$ 2,063,595

FY2018 amounts reflect activity through December 31st.

Reserves

Town Sick Leave Buyback Fund

Fiscal Year	Appropriation	Expenditures	Balance
			\$ 453,339
2012	\$ 175,000	\$ (141,424)	\$ 486,915
2013	\$ 175,000	\$ (70,102)	\$ 591,813
2014	\$ 100,000	\$ (79,321)	\$ 612,492
2015	\$ 100,000	\$ (112,576)	\$ 599,916
2016	\$ 75,000	\$ (63,798)	\$ 611,118
2017	\$ 10,000	\$ (45,461)	\$ 575,657
2018	\$ 155,000	\$ (97,130)	\$ 633,527
2019	\$ 50,000	\$ -	\$ 683,527

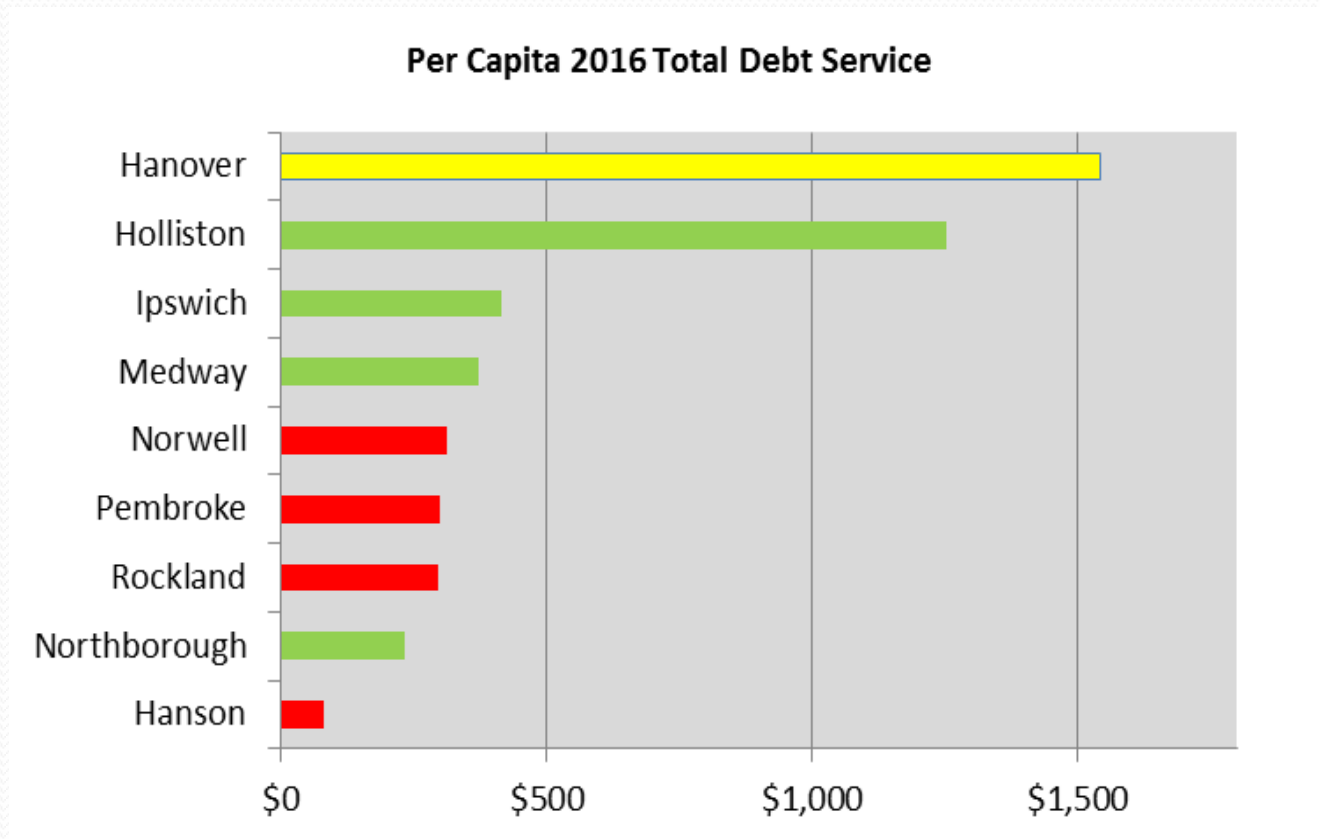
School Sick Leave Buyback Fund

Fiscal Year	Appropriation	Expenditures	Balance
			\$ 372,040
2012	\$ 124,000	\$ (217,569)	\$ 278,471
2013	\$ 124,000	\$ (167,768)	\$ 234,703
2014	\$ 110,000	\$ (104,337)	\$ 240,366
2015	\$ 100,000	\$ (129,169)	\$ 211,197
2016	\$ 200,000	\$ (54,337)	\$ 356,860
2017	\$ 100,000	\$ (64,114)	\$ 392,746
2018	\$ 255,000	\$ (170,390)	\$ 477,356
2019	\$ 50,000	\$ -	\$ 527,356

How do we compare (DOR) ?

Municipality	2014 Population	2017 Average Single Family Tax Bill	2014 DOR Income Per Capita	2016 EQV Per Capita
Hanover	14,349	7,815	52,184	180,875
Holliston	14,392	8,092	52,184	167,265
Ipswich	13,673	7,065	52,684	194,297
Medway	13,194	7,022	47,826	143,264
Northborough	14,914	7,098	51,955	182,339
Hanson	10,434	4,792	33,065	118,200
Norwell	10,870	9,838	80,442	233,974
Pembroke	18,183	5,420	37,782	141,643
Rockland	17,747	5,242	27,519	110,660

How do we compare (DOR) ?





Our Budget tells Hanover's Story

Hanover continues to be a leader on the South Shore with Towns looking to emulate our form of government and the efficiencies it creates, listed below are just a few of the reasons why:

- Emergency Communications Center, the regional push follows a model that we have been using since the 1960's
- Our Department of Municipal Inspections continues to be recognized as one of the best on the South Shore with neighboring towns looking to create the streamlined services we offer.
- Department of Public Works and Town Wide Facilities Department have instituted a long term maintenance plan that ensures our infrastructure stays in tact for years to come

Our Budget tells Hanover's Story (cont.)

- Hanover Fire and Police continue to lead our Public Safety Department as they prepare their departments for the challenges they will face in next decade and beyond
- The School Department continues to excel as it climbs in the school rankings and their competitive desire shows through at every level as the Town of Hanover continues to make education a top priority
- Our GFOA award winning budget continues to be the standard that many towns on the South Shore look to duplicate
- Community Services keeps looking for new ways for it's departments to work together, just recently the John Curtis Library and the Council on Aging teamed up and sent out a joint events flyer offering new programs for the residents

All Department Heads continue to look for efficiencies in the way we run our departments, while providing superior customer service for our residents and business owners

An Old Perception of Local Government

The nine most terrifying words in the English language “I’m from the government and I’m here to help” – Ronald Reagan



These words are not terrifying in Hanover, because they are true, we excel at customer service and helping our residents and the reason is.....

It's the People



Moving Forward

As we look to increase revenues and reduce the tax burden on our citizens, and in accordance with the Board of Selectmen strategic goals, the following ideas or initiatives can be implemented :

1. Create affordable senior housing to allow our senior citizens the downsize and stay in Hanover
2. Move forward with the tax title process to generate revenue for the Town
3. Create an Economic Development Committee to engage the residents and business owners with attracting new and desirable businesses to Hanover.
4. And.....



Questions?