



# Fiscal Year 2023

## General Operating Budget

### Town Manager's Budget Presentation





# Budget Goals & Objectives

- **Simplicity**
- **Highlight Policy Decisions for Policy Makers**
- **Focus on the Impact to Property Tax Payer**



# Budget Timeline

Date	Event
December 10	Department Heads Submit Budget Requests
January 3	Town Initial Budget Presentation
January 3 – January 31	Selectboard Review
January 31	Town Manager Budget Presentation
February 1	Town Manager Submits Budget
February - April	Advisory Committee Review
May 2	Town Meeting
July 1	FY2023 Budget Becomes Effective



# Budget 'Levers'

- Service Level
- Property Taxes
- Free Cash





# Budget 'Levers'

<b><u>"Lever"</u></b>	<b><u>FY19 (actual)</u></b>	<b><u>FY20 (actual)</u></b>	<b><u>FY21 (actual)</u></b>	<b><u>FY22 (actual)</u></b>	<b><u>FY23 (Proposed)</u></b>
<b>Service Level</b>	<b>\$61,634,049</b>	<b>\$64,070,160</b>	<b>\$65,005,712</b>	<b>\$66,227,630</b>	<b>\$69,345,474</b>
<b>Tax Levy Increase</b>	<b>\$990,000</b>	<b>\$580,000</b>	<b>\$750,000</b>	<b>\$1,000,000</b>	<b>\$1,356,718</b>
<b>Free Cash</b>	<b>\$680,000</b>	<b>\$750,000</b>	<b>\$1,548,000</b>	<b>\$1,000,000</b>	<b>\$2,388,681</b>



# Proposed Budget (Summary)

	FY2022 Budget	FY2023 Budget	Change (\$)	Change (%)
General Government	\$442,938	\$438,938	\$(4,000)	-0.9%
Finance	\$1,046,025	\$1,057,053	\$11,028	1.1%
CDMI	\$646,191	\$639,075	\$(7,116)	-1.1%
Community Services	\$463,632	\$474,799	\$11,167	2.4%
Library	\$600,612	\$622,736	\$22,124	3.7%
Police	\$4,145,362	\$4,325,699	\$180,337	4.4%
Fire	\$3,802,712	\$3,937,577	\$134,865	3.6%
Public Works	\$7,496,160	\$7,717,247	\$221,087	3.0%
Transfers	\$124,938	\$125,000	\$62	0.1%
<b><u>TOTAL MUNICIPAL</u></b>	<b><u>\$18,768,570</u></b>	<b><u>\$19,338,124</u></b>	<b><u>\$569,554</u></b>	<b><u>3.0%</u></b>
Debt	\$4,397,568	\$4,421,052	\$23,484	0.5%
Town-Wide Expenses	\$9,484,727	\$9,725,140	\$240,413	2.5%
Overlay Reserve	\$400,000	\$400,000	\$0	0%
State & County Charges	\$767,850	\$834,391	\$66,541	8.7%
<b><u>TOTAL SHARED COSTS</u></b>	<b><u>\$15,050,145</u></b>	<b><u>\$15,380,583</u></b>	<b><u>\$330,438</u></b>	<b><u>2.2%</u></b>
<b><u>Hanover Public Schools</u></b>	<b><u>\$31,521,915</u></b>	<b><u>\$33,571,915</u></b>	<b><u>\$2,050,000</u></b>	<b><u>6.5%</u></b>
<b><u>SS Vocational Technical HS</u></b>	<b><u>\$887,000</u></b>	<b><u>\$1,054,852</u></b>	<b><u>\$167,852</u></b>	<b><u>18.9%</u></b>
<b><u>TOTAL BUDGET</u></b>	<b><u>\$66,227,630</u></b>	<b><u>\$69,345,474</u></b>	<b><u>\$3,117,844</u></b>	<b><u>4.7%</u></b>



# Proposed Budget (Summary)

Change	FY18	FY19	FY20	FY21	FY22	FY23	<i>Average</i>
<b>Municipal \$</b>	<b>\$263,760</b>	<b>\$1,144,239</b>	<b>\$225,820</b>	<b>\$71,464</b>	<b>\$317,369</b>	<b>\$569,554</b>	<b><i>\$432,033</i></b>
<b>Municipal %</b>	<b>1.6%</b>	<b>6.7%</b>	<b>1.2%</b>	<b>0.4%</b>	<b>1.7%</b>	<b>3.0%</b>	<b><i>\$2.4%</i></b>
<b>Shared \$</b>	<b>\$(127,564)</b>	<b>\$987,117</b>	<b>\$1,087,838</b>	<b>\$287,185</b>	<b>\$(958,827)</b>	<b>\$330,438</b>	<b><i>\$267,698</i></b>
<b>Shared %</b>	<b>-0.9%</b>	<b>7.23%</b>	<b>7.43%</b>	<b>1.83%</b>	<b>-6.0%</b>	<b>2.2%</b>	<b><i>1.7%</i></b>
<b>SSVT \$</b>	<b>\$72,398</b>	<b>\$(34,476)</b>	<b>\$(13,328)</b>	<b>\$(21,950)</b>	<b>\$158,950</b>	<b>\$167,852</b>	<b><i>\$54,908</i></b>
<b>SSVT %</b>	<b>10%</b>	<b>-4.3%</b>	<b>-1.7%</b>	<b>-2.9%</b>	<b>21.8%</b>	<b>18.9%</b>	<b><i>7.0%</i></b>
<b>Schools \$</b>	<b>\$1,400,000</b>	<b>\$917,731</b>	<b>\$1,135,781</b>	<b>\$598,313</b>	<b>\$1,704,975</b>	<b>\$2,050,000</b>	<b><i>\$1,301,133</i></b>
<b>Schools %</b>	<b>5.4%</b>	<b>3.4%</b>	<b>4.0%</b>	<b>2.0%</b>	<b>5.7%</b>	<b>6.5%</b>	<b><i>4.5%</i></b>
<b>Total \$</b>	<b>\$1,608,594</b>	<b>\$3,014,611</b>	<b>\$2,436,111</b>	<b>\$935,012</b>	<b>\$1,222,458</b>	<b>\$3,117,844</b>	<b><i>\$2,055,772</i></b>
<b>Total %</b>	<b>2.8%</b>	<b>5.1%</b>	<b>4.0%</b>	<b>1.5%</b>	<b>1.9%</b>	<b>4.7%</b>	<b><i>3.3%</i></b>



# Annual Increases to Levy

<u>Fiscal Year</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>
Budget Increase	1.90%	5.66%	4.13%	1.17%	2.01%	4.6%
Avg. Tax Increase	2.39%	4.55%	4.36%	2.27%	1.23%	3.00%
Full Levy Limit	\$43,875,901	\$45,529,907	\$47,513,009	\$49,106,241	\$49,935,680	\$51,191,351
Tax Levy	\$43,261,291	\$45,476,555	\$47,320,007	\$48,591,082	\$49,021,701	\$50,503,492
Excess Levy	\$614,610	\$53,352	\$193,002	\$515,159	\$913,979	\$687,859



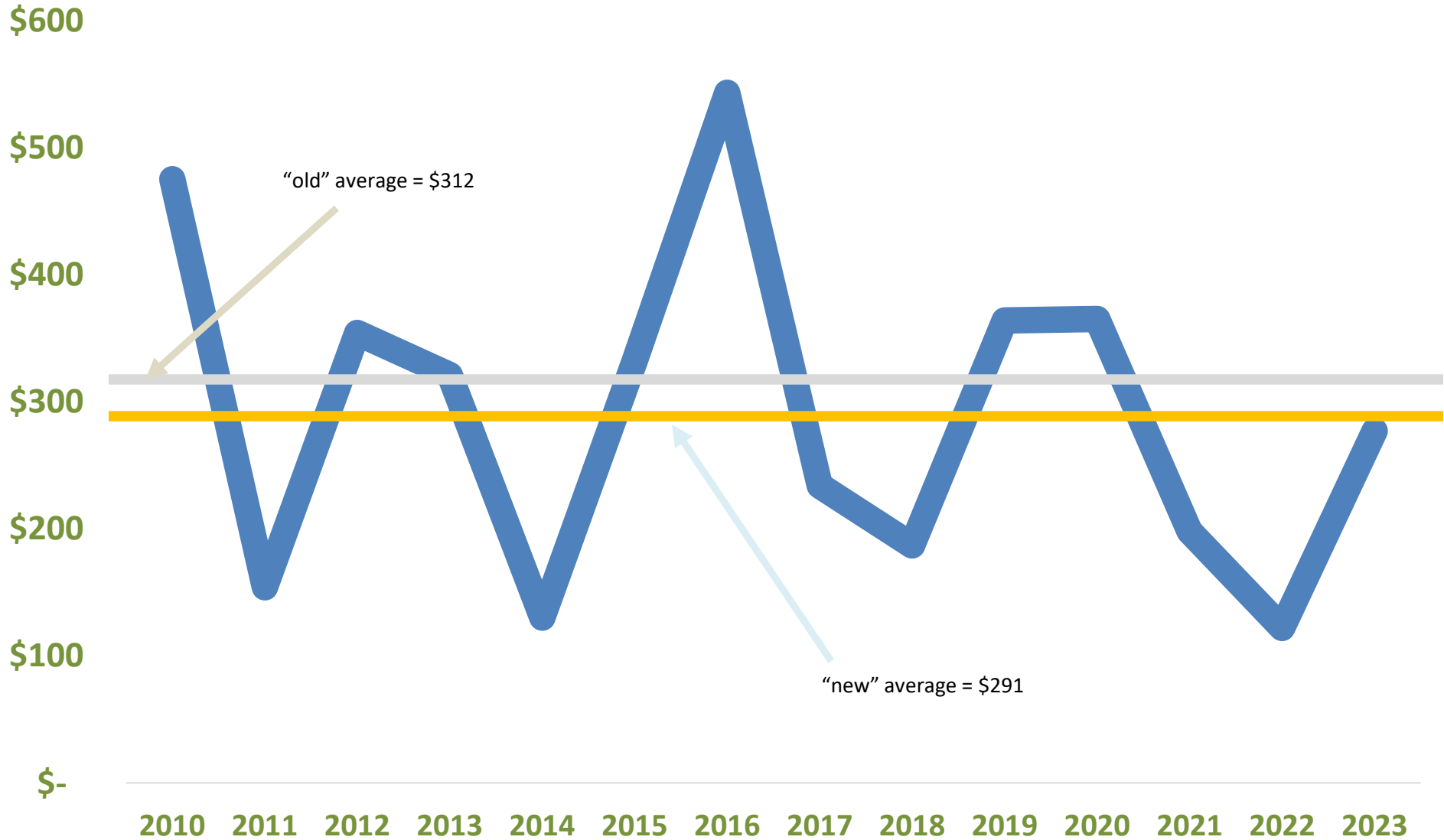


# Tax Levy Options

<u>Tax Levy</u>	<u>Impact to Average Homeowner</u>
No Increase to Tax Levy	\$0
Apply "Excess" Levy (Unused for FY22)	\$186
Increase Levy by 2.5%	\$231
Apply some "Excess" Levy + Increase Levy by 2.5% (3.0% total)	\$277
Apply "Excess" Levy + Increase Levy by 2.5% (4.5% Total)	\$417



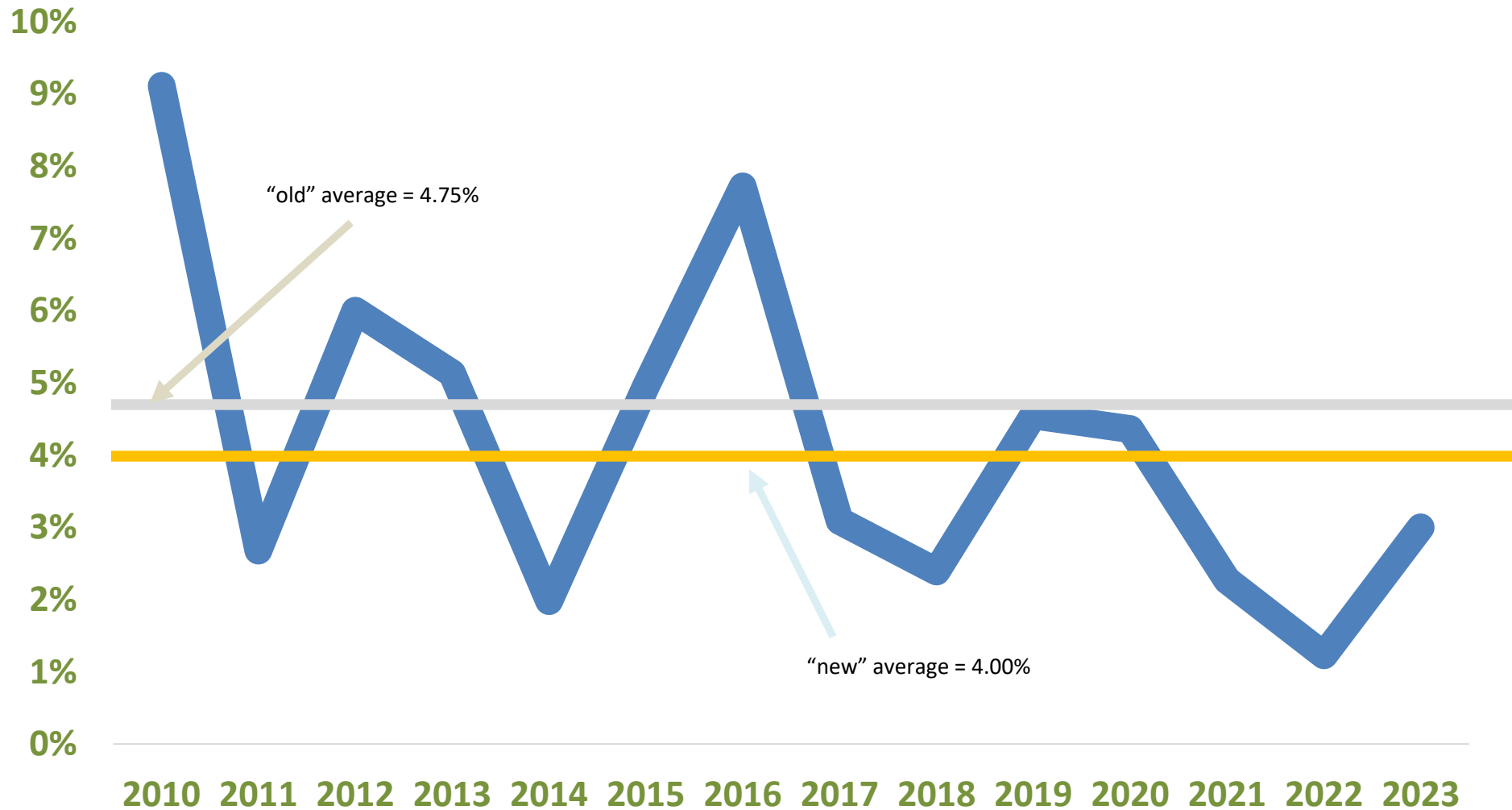
# Historical & Projected Average Residential Property Tax Bill Increase (\$)



January 31, 2022



# Historical & Projected Average Residential Property Tax Bill Increase (%)



January 31, 2022



# Free Cash History and Estimate

<u>Fiscal Year</u>	<u>Certified Free Cash</u>	<u>Applied to Operating Budget</u>	<u>Total Used</u>	<u>Remaining</u>
2012	\$2,394,387	\$1,447,366	\$2,394,387	\$0
2013	\$2,204,388	\$840,682	\$2,067,238	\$137,149
2014	\$3,049,716	\$460,166	\$1,924,421	\$1,125,294
2015	\$2,074,285	\$250,000	\$1,526,923	\$547,361
2016	\$2,784,497	\$0	\$2,141,750	\$642,747
2017	\$1,734,005	\$0	\$1,270,962	\$463,043
2018	\$2,543,589	\$500,000	\$1,938,335	\$605,254
2019	\$3,219,470	\$680,000	\$2,118,679	\$1,100,791
2020	\$3,010,477	\$750,000	\$1,583,021	\$1,427,456
2021	\$4,293,469	\$1,548,000	\$1,827,000	\$2,466,469
2022	\$3,933,629	\$1,000,000	\$2,240,600*	\$1,693,029
2023	\$6,000,000	\$2,388,681	\$3,643,681	\$2,356,319

January 31, 2022

\*Includes \$600,000 voted on at Special Town Meeting for COVID costs not reimbursed. Hopefully we will not need much or any of it.



# Capital Requests

<b><u>FY2023 Capital Project</u></b>	<b><u>Amount</u></b>
Police Cruisers	\$120,000
DPW Dump Truck	\$220,000
DPW F-250	\$45,000
DPW F-450	\$70,000
Roadway Improvements – Walnut Hill	\$150,000
School Campus Engineering	\$125,000
IT Capital	\$100,000
5-Year Revaluation	\$75,000
SPED Reserve	\$350,000
<b><u>Total</u></b>	<b><u>\$1,255,000</u></b>



# Capital Requests/Debt

<b><u>FY2023 Capital Project</u></b>	<b><u>Amount</u></b>	<b><u>(future) Annual Debt Payment</u></b>
High School Turf Field	\$1,750,000	\$208,500
Transfer Station Main Compactor	\$500,000	\$60,000
Transfer Station Trash Trailers	\$140,000	\$9,500
Broadway and Elm Street Improvements	\$500,000	\$34,250
Total	<b><u>\$2,890,000</u></b>	<b><u>\$312,250</u></b>



# Fiscal Year 2023

## Program Changes

- **ARPA: School and Town**
- **Schools: COVID/Post-COVID Changes and Increases to Services**
- **Collective Bargaining Agreements**
- **Library: Addition of 0.5FTE** (Paid for By Reduction to Expenditures)
- **Fire Department: Enhanced Fire Inspections and Code Enforcement**
- **Fire Department: Increase to Emergency Management**
- **Police Department: Transition to Regional Dispatch**
- **Police Department: Station Clerks**
- **Finance Department: Increase in Election Budget**
- **CDMI: Proper/Desired Staffing for Town Planning Services**
- **DPW: Increase in Fuel Cost(s)**
- **DPW: Decrease in Transfer Station (Revenues and Expenditures)**
- **Chapter 70 Revenues: Estimate Increase by \$200,000**



# American Rescue Plan Act (of 2021)

<u>Capital Projects</u>	<u>Amount</u>
Cedar School Entrance	\$200,000
Middle School Ventilation Units	\$350,000
Middle School HVAC Pipes	\$75,000
School Drinking Fountains	\$45,000
HFD Station Improvements	\$300,000
Library HVAC	\$85,000
HPD Station HVAC	\$195,000
Digitization of Records	\$120,000
Town Hall Site Improvements	\$90,000
Voting Booths	\$18,000
<u>TOTAL</u>	<u>\$1,388,000</u>

<u>Operating Items</u>	<u>Amount</u>
Town Planner	\$73,000
Administrative Assistant - CDMI	\$48,000
Town Manager Assistant	\$58,000
Financial Analyst	\$55,000
Assistant Town Clerk	\$29,000
Hanover Public Schools	\$200,000
<u>TOTAL</u>	<u>\$463,000</u>
<u>TOTAL x 3</u>	<u>\$1,389,000</u>





# Personnel & Org Chart Changes

FISCAL YEAR	FULL-TIME EMPLOYEE
FY2020	-1.0
FY2021	-1.5
FY2022	-8.5
FY2023	+0.5
TOTAL Change	-10.5

Department	FY2020	FY2021	FY2022	FY2023
Town Manager	4.00	3.50	4.50	4.50
Finance	16.00	15.50	14.00	14.00
CDMI	9.00	9.00	11.00	11.00
Comm Svcs	16.50	16.50	13.00	13.00
Library	8.00	7.50	7.50	8.00
Police	42.50	42.50	37.00	37.00
Fire	30.00	30.00	30.00	30.00
DPW	72.14	72.14	71.14	71.14
<u>TOTAL</u>	<u>198.14</u>	<u>196.64</u>	<u>188.14</u>	<u>188.64</u>



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# Hanover Budget Information

<https://www.hanover-ma.gov/finance-department/treasurer-collector/pages/annual-budget-information>

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 **Town of HANOVER**  
Massachusetts

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United States  
See map: [Google Maps](#)

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## Annual Budget Information

Budget Highlights, Reports, and General information

### Fiscal Year 2023

#### Town Manager's Initial Budget

- FY23 Initial Budget Presentation *Select Board*, January 24, 2022
- FY23 Initial Budget Presentation *Select Board*, January 19, 2022
- FY23 Initial Budget Presentation *Advisory Committee*, January 19, 2022
- FY23 Initial Budget (SoftRight), January 14, 2022
- FY23 Initial Budget Presentation *Advisory Committee*, January 12, 2022
- FY23 Hanover Fire Department Budget Presentation, January 10, 2022
- FY23 Initial Budget Presentation, January 10, 2022
- FY23 Initial Budget Presentation, January 3, 2022
- FY23 Initial Budget Line Item, January 3, 2022

#### Capital Plan

- FY23 Capital Plan

### Fiscal Year 2022

#### Town Manager's Proposed Budget

- School Department Responses to Advisory Committee, April 9, 2021
- South Shore Regional Vocational Technical High School Response to Budget Questions, April 7,

January 31, 2022



# Fiscal Year 2023

## General Operating Budget

### Town Manager's Budget Presentation

