

DPW ENGINEERING	FY2016	FY2016	FY2017	FY2017	FY2018	FY2018	FY2019	FY2020	FY2020	FY2020
	BUDGETED	EXPENDED	BUDGETED	EXPENDED	BUDGETED	EXPENDED	BUDGETED	DEPT REQ	TM REC	FIN COM REC
<i>Salaries</i>										
5111 Regular	334,540	328,207	402,166	401,615	410,703	404,814	445,146	468,017	468,017	
5120 Temporary Part-Time	13,198	9,732	10,918	10,913	10,221	6,306	10,221	10,710	10,710	
5130 Overtime	500	-	-	-	500	-	500	500	500	
5150 Car Allowance	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600	
5180 All Other Salaries	-	-	-	-	-	-	-	-	-	
Total Salaries	351,838	341,540	416,684	416,128	425,024	414,720	459,467	482,827	482,827	
Water Enterprise Fund Allocation	(123,643)	(123,643)	(141,153)	(141,153)	(150,177)	(150,177)	(154,348)	(166,973)	(166,973)	
Sewer Enterprise Fund Allocation	(117,349)	(117,349)	(132,791)	(132,791)	(141,753)	(141,753)	(146,192)	(157,406)	(157,406)	
Total Salaries Net of Allocations	110,846	100,548	142,740	142,184	133,094	122,790	158,927	158,448	158,448	
<i>Operating</i>										
5310 Professional Services	16,735	16,735	33,530	33,530	25,020	25,020	18,000	20,400	20,400	
5340 Communications	2,700	2,700	2,960	2,960	2,214	2,214	1,920	1,920	1,920	
5345 Postage	538	538	621	621	1,300	1,300	1,300	2,000	2,000	
5420 Office Supplies	800	794	1,963	1,908	3,400	3,400	2,000	2,000	2,000	
5423 All Other Supplies and Exp.	9,250	8,804	1,842	1,842	8,946	8,946	8,700	4,850	4,850	
5703 Dues and Memberships	1,715	1,530	1,374	1,374	1,644	1,644	2,257	2,554	2,554	
5790 Staff Development	1,650	1,650	4,700	4,700	2,200	2,200	2,500	3,200	3,200	
Total Operating	33,388	32,750	46,990	46,935	44,724	44,724	36,677	36,924	36,924	
Water Enterprise Fund Allocation	(7,629)	(7,629)	(8,469)	(8,469)	(12,995)	(12,995)	(15,404)	(15,508)	(15,508)	
Sewer Enterprise Fund Allocation	(6,176)	(6,176)	(6,856)	(6,856)	(10,520)	(10,520)	(12,470)	(12,554)	(12,554)	
Total Operating Net of Allocations	19,583	18,945	31,665	31,610	21,209	21,209	8,803	8,862	8,862	-
<i>Capital Outlay</i>										
5833 Capital Outlay	-	-	20,000	20,000	-	-	-	-	-	-
Total Capital Outlay	-	-	20,000	20,000	-	-	-	-	-	-
Total Budget	385,226	374,290	483,674	483,063	469,748	459,444	496,144	519,751	519,751	-
Total Budget Net of Allocations	130,429	119,493	194,405	193,794	154,303	143,999	167,730	167,310	167,310	-

Position	FY2016	FY2017	FY2018	FY2019	FY2020	FY2020	FY2020
	BUDGETED	BUDGETED	BUDGETED	BUDGETED	DEPT REQ	TM REC	FIN COM REC
Town Engineer	FTE 1						
Project Manager	4	4	4	4	4	4	
Permit Tech	1	1	1	1	1	1	
Summer Intern	0.4	0.4	0.4	0.4	0.4	0.4	
Total Staffing	6.4	6.4	6.4	6.4	6.4	6.4	0

FISCAL YEAR 2020

DPW ENGINEERING DEPARTMENT SALARY INFORMATION TOWN MANAGER RECOMMENDED

Regular Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Kevin Hardiman	Town Engineer	4/7/2014	A10	9	94,334		1,000		95,334
Andrew Stack	Project Manager	10/2/2017	A9	7	20,510				20,510
Step Increase		10/2/2019		8	63,400				63,400
Randall Burley	Project Manager	11/16/2015	A9	5	78,401				78,401
Chester Cheng	Project Manager	9/24/2014	A8	5	71,941		750		72,691
Arthur Markos	Project Engineer	2/8/2016	A8	6	44,636				44,636
Step Increase		2/8/2019		7	29,825				29,825
Christine Robinson	Permit Tech	2/17/1998	B5	10	58,930		2,500		61,430
Reg Salary Extra Day					1,790				1,790
									-
Total Regular Salaries					463,767		4,250		468,017

\$ 83,910.00

\$ 74,461.00

Temporary Part-Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
	College Summer Intern	19 weeks	D	6	10,710				10,710
Total Temporary Part-Time Salaries					10,710	-	-	-	10,710

Overtime

Name	Position	Amount	Total Benefit
	PRRB Group B Staff	500	500
Total Overtime		500	500

Car Allowance

Name	Position	Per/Month	# Months	Total Benefit
Kevin Hardiman	Town Engineer	300	12	3,600
Total Car Allowance				3,600

All Other Salaries

Name	Position	Amount	Total Benefit
			-
Total All Other Salaries			-

Department Total									482,827
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Allocations	General Fund	Water	Sewer
Kevin Hardiman	35%	40%	25%
Andrew Stack	60%	25%	15%
Arthur Markos	20%	25%	55%
Chester Cheng	20%	40%	40%
Randell Burley	20%	40%	40%
Christine Robinson	35%	40%	25%

**FISCAL YEAR 2020
DPW ENGINEERING DEPARTMENT SALARY INFORMATION DEPARTMENT REQUEST**

Regular Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Kevin Hardiman	Town Engineer	4/7/2014	A10	9	94,334		1,000		95,334
Andrew Stack	Project Manager	10/2/2017	A9	7	20,510				20,510
	Step Increase	10/2/2019		8	63,400				63,400
Randall Burley	Project Manager	11/16/2015	A9	5	78,401				78,401
Chester Cheng	Project Manager	9/24/2014	A8	5	71,941		750		72,691
Arthur Markos	Project Engineer	2/8/2016	A8	6	44,636				44,636
	Step Increase	2/8/2019		7	29,825				29,825
Christine Robinson	Permit Tech	2/17/1998	B5	10	58,930		2,500		61,430
Reg Salary Extra Day					1,790				1,790
									-
Total Regular Salaries					463,767		4,250		468,017

Temporary Part-Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
	College Summer Intern 19 weeks		D	6	10,710				10,710
Total Temporary Part-Time Salaries					10,710	-	-	-	10,710

Overtime

Name	Position	Amount	Total Benefit
	PRRB Group B Staff	500	500
Total Overtime		500	500

Car Allowance

Name	Position	Per/Month	# Months	Total Benefit
Kevin Hardiman	Town Engineer	300	12	3,600
Total Car Allowance				3,600

All Other Salaries

Name	Position	Amount	Total Benefit
			-
Total All Other Salaries			-

Department Total									482,827
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Allocations	General Fund	Water	Sewer
Kevin Hardiman	35%	40%	25%
Andrew Stack	60%	25%	15%
Arthur Markos	20%	25%	55%
Chester Cheng	20%	40%	40%
Randell Burley	20%	40%	40%
Christine Robinson	35%	40%	25%

**FISCAL YEAR 2019
DPW ENGINEERING DEPARTMENT SALARY INFORMATION**

Regular Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Kevin Hardiman	Town Engineer	4/7/2014	A10	8	90,010		250		90,260
Andrew Stack	Project Manager	10/2/2017	A9	6	12,045				12,045
Step Increase		10/2/2018		7	68,199				68,199
Randall Burley	Project Manager	11/16/2015	A9	4	74,810				74,810
Chester Cheng	Project Manager	9/24/2014	A8	4	68,648				68,648
Arthur Markos	Project Engineer	2/8/2016	A8	5	42,592				42,592
Step Increase		2/8/2018		6	28,458				28,458
Christine Robinson	Permit Tech	2/17/1998	B5	10	57,634		2,500		60,134
Longevity					-				-
					-				-
Total Regular Salaries					442,396				445,146

Temporary Part-Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
	College Summer Intern 19 weeks		D	6	10,221				10,221
Total Temporary Part-Time Salaries					10,221	-	-	-	10,221

Overtime

Name	Position	Amount	Total Benefit
	PRRB Group B Staff	500	500
Total Overtime		500	500

Car Allowance

Name	Position	Per/Month	# Months	Total Benefit
Kevin Hardiman	Town Engineer	300	12	3,600
Total Car Allowance				3,600

All Other Salaries

Name	Position	Amount	Total Benefit
Total All Other Salaries			-

Department Total									459,467
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Allocations	General Fund	Water	Sewer
Kevin Hardiman	35%	40%	25%
Andrew Stack	80%	10%	10%
Arthur Markos	0%	40%	60%
Chester Cheng	20%	40%	40%
Randell Burley	20%	40%	40%
Christine Robinson	35%	40%	25%

**FISCAL YEAR 2018
DPW ENGINEERING DEPARTMENT SALARY INFORMATION**

Regular Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Kevin Hardiman	Town Engineer	4/7/2014	A10	7	85,665				85,665
Joeseph Giuliano	Project Manager	12/10/2012	A9	4	62,985				62,985
	Longevity						1,000		1,000
Randall Burley	Project Manager	11/16/2015	A9	3	71,208				71,208
Chester Cheng	Project Manager	9/24/2014	A8	3	65,381				65,381
Arthur Markos	Project Engineer	2/8/2016	A8	3	39,812				39,812
	Step Increase	2/8/2018		4	26,174				26,174
Christine Robinson	Permit Tech	2/17/1998	B5	10	56,228		2,000		58,228
	Longevity						250		250
									-
Total Regular Salaries					407,453				410,703

Temporary Part-Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
	College Summer Intern	19 weeks	D	6	10,221				10,221
Total Temporary Part-Time Salaries					10,221	-	-	-	10,221

Overtime

Name	Position	Amount	Total Benefit
	PRRB Group B Staff	500	500
Total Overtime		500	500

Car Allowance

Name	Position	Per/Month	# Months	Total Benefit
Kevin Hardiman	Town Engineer	300	12	3,600
Total Car Allowance				3,600

All Other Salaries

Name	Position	Amount	Total Benefit
			-
Total All Other Salaries			-

Department Total									425,024
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Allocations	General Fund	Water	Sewer
Kevin Hardiman	35%	40%	25%
Joseph Giuliano	80%	10%	10%
Arthur Markos	0%	40%	60%
Chester Cheng	20%	40%	40%
Randell Burley	20%	40%	40%
Christine Robinson	35%	40%	25%

DESCRIPTION/DETAIL

DPW ENGINEERING OPERATING

5310 Professional Services

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
16,735	16,735	33,530	33,530	25,020	25,020	18,000	20,400	20,400

Wetlands flagging, surveys and analysis beyond scale and scope of in-house staff survey and Mapping/GIS services							5,000	5,000
Annual Software Maintenance fees (PeopleGIS)								
Complete Streets							1,500	1,500
DPW Permits							1,500	1,500
Work Order Management							1,500	1,500
Annual Pavement Management Program and Consulting costs							8,500	8,500
Autocad Annual Software Maintenance fees From Water Distyribution to Engineering							2,400	2,400
							<i>Total 5310 Professional Services:</i>	20,400

DESCRIPTION/DETAIL

DPW ENGINEERING OPERATING

5340 Communications

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
2,700	2,700	2,960	2,960	2,214	2,214	1,920	1,920	1,920

(4) Data plans for tablets

1,920 1,920

Total 5340 Communications:

1,920 1,920

DESCRIPTION/DETAIL

DPW ENGINEERING OPERATING

5345 Postage

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
538	538	621	621	1,300	1,300	1,300	2,000	2,000

Correspondence various legal, project, permit communication/notification of especial importance are certified mailings for conservation Notice of Intent applications, Request for Determination and notices to residents associated with Illicit discharge and Permitted stormwater testing

Total 5345 Postage: 2,000 2,000

DESCRIPTION/DETAIL

DPW ENGINEERING OPERATING

5420 Office Supplies

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
800	794	1,963	1,908	3,400	3,400	2,000	2,000	2,000

Printing equipment costs; anticipated costs for GIS and mapping systems development; in addition DPW's cost to supply all the paper/ink etc. during review and management of private development documents and permitting;
 Purchase of Roll paper and ink for plotter; paper and ink for desktop printers and copier; survey books for project documentation other supplies necessary to better manage project documents and file plans; various office supplies for staff

2,000 2,000

Total 5420 Office Supplies: 2,000 2,000

DESCRIPTION/DETAIL

DPW ENGINEERING OPERATING

5423 All Other Supplies and Expenses

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
9,250	8,804	1,842	1,842	8,946	8,946	8,700	4,850	4,850

Annual Calibration of survey equipment and stormwater testing analyzers							1,550	1,550
Testing of stormwater Outfalls based on startup of dry and wet weather Illicit Detection program in compliance with MS4 Permit (July 2018); Purchase of testing gear and kits; cost for 3rd party Testing Laboratory to test for E.Coli							2,300	2,300
Miscellaneous expenses including Safety gear, various hardware supplies, hand tools, copier maintenance etc.							1,000	1,000
<i>Total 5423 All Other Supplies and Expenses:</i>							4,850	4,850

Testing Costs may rise depending on what is found during the dry weather testing
 Supplemental budgeting may be need to locate sources of illicite discharge

DESCRIPTION/DETAIL

DPW ENGINEERING OPERATING
5703 Dues and Memberships

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC	
1,715	1,530	1,374	1,374	1,644	1,644	2,257	2,554	2,554	
							American Soc of Civil Engineers/BSCE (4) annual memberships	1,372	1,372
							MA/PA Professional Engineer License (2/1)	400	400
							MA Soil Evaluator License (2)	200	200
							MA Septic System Inspectors License (1)	100	100
							Wastewater Treatment License	75	75
							American Planning (1) membership	282	282
							Urban and Regional Information System Association Membership	125	125
							LEED AP		
							MA Notary Public		
							<i>Total 5703 Dues and Memberships:</i>	2,554	2,554

DESCRIPTION/DETAIL

DPW ENGINEERING OPERATING

5790 Staff Development

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
1,650	1,650	4,700	4,700	2,200	2,200	2,500	3,200	3,200

On-going training and professional development through allied associations and other organization workshops to stay current with emerging technologies and regulatory compliance 3,200 3,200

Total 5790 Staff Development: 3,200 3,200

DESCRIPTION/DETAIL

DPW ENGINEERING OUTLAY

5833 Capital Outlay

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
-		20,000	20,000	-	-	-	-	-

Total 5833 Capital Outlay: - -