

DPW WATER DISTRIBUTION	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	426,855	392,949	477,872	457,904	457,241	454,690	480,140	505,447	505,447	
5120 Temporary Part-Time Salaries	6,297	6,297	7,847	5,689	4,805	4,801	8,245	8,430	8,430	
5130 Overtime	78,412	73,051	60,000	44,210	98,000	94,549	89,050	94,200	94,200	
5135 Uniform Allowance	1,200	1,200	1,440	1,270	1,440	1,440	2,040	2,640	2,640	
5144 Night Call Back	4,570	4,090	4,570	4,060	4,320	4,000	4,320	4,320	4,320	
5160 Sick Leave Buy-back	-	-	9,782	-	-	-	-	-	-	
5180 All Other Salaries	1,113	-	899	-	1,200	-	1,000	2,900	2,900	
Total Salaries	518,447	477,587	562,410	513,133	567,006	559,480	584,795	617,937	617,937	-
<i>Operating</i>										
5210 Energy Utilities	32,181	32,181	34,350	34,350	32,500	31,668	32,400	33,500	33,500	
5210 Repairs and Maintenance	64,000	63,452	79,430	79,430	91,700	100,828	86,700	88,700	88,700	
5270 Leases and Contract	56,581	40,959	75,896	75,896	39,388	43,699	57,000	68,600	68,600	
5310 Professional Services	25,000	25,000	16,315	16,315	22,000	16,158	22,000	21,000	21,000	
5340 Communications	520	520	2,358	2,383	3,070	2,849	3,060	3,060	3,060	
5420 Office Supplies	1,688	1,658	1,000	1,000	1,000	979	750	750	750	
5423 All Other Supplies and Exp.	53,368	46,031	52,276	51,886	40,000	38,419	40,000	41,300	41,300	
5431 Other Equipment	10,700	10,669	15,000	12,168	15,000	8,510	10,000	10,000	10,000	
5540 Meter Replacement	45,500	45,405	48,450	48,450	53,000	51,500	58,000	63,200	63,200	
5555 Emergency Reserve Fund	25,000	-	-	-	25,000	-	25,000	25,000	25,000	
5730 Dues and Memberships	-	-	500	500	895	-	895	895	895	
5716 Water Reimbursement	-	-	-	-	-	-	-	-	-	
5790 Staff Development/Training	555	555	3,790	3,730	6,250	3,279	5,200	6,440	6,440	
Total Operating	315,093	266,429	329,365	326,108	329,803.00	297,889	341,005	362,445	362,445	
<i>Capital Outlay</i>										
5833 Capital Outlay	-	-	-	-	15,000	14,000	34,749	-	-	
Total Capital Outlay	-	-	-	-	15,000	14,000	34,749	-	-	
Total Budget	833,540	744,016	891,775	839,241	911,809	871,368	960,549	980,382	980,382	

Position	FY2016	FY2017	FY2018	FY2019	FY2020	FY2020	FY2020
	BUDGETED	BUDGETED	BUDGETED	BUDGETED	DEPT REQ	TM REC	FIN COM REC
Assistant Superintendent Utility	FTE						
Working Foreman	1	1	1	1	1	1	
Crewleader	1	1	1	1	1	1	
SHMEO	1	1	1	1	1	1	
HMEO	4	3	3	3	3	3	
Project Manager	-	-	-	-	-	-	
Operations Assistant (Billing)	0.6	0.6	0.6	0.6	0.6	0.6	
Temporary Part-time (FTE)		0.3	0.3	0.3	0.3	0.3	
Total Staffing	6.60	6.93	7.23	7.23	7.23	7.23	0

FISCAL YEAR 2018

DPW WATER DISTRIBUTION DEPARTMENT SALARY INFORMATION TOWN MANAGER RECOMMENDED

Regular Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Brian Pena	Assist Superintendent	Utility	A	9	30,003				30,003
Robert Belida	Div. Supervisor	9/7/1972	4	7	72,866	15%	10,929.90	2,933	86,729
Lou Marion	Crew Leader		3b	7	69,677		1,500		71,177
	Longevity	11/4/2002					300		300
Jonathan Carey	SHMEO		3a	4	18,588				18,588
	Step	10/31/2017		5	40,732				40,732
Ken Layne	HMEO		3	7	64,853		2,000.00		66,853
Pat McNamara	HMEO		3	2	43,525				43,525
	Step	5/21/2018		3	6,219				6,219
Alec Drakoulakos	HMEO		3	2	23,844				23,844
	Step	12/28/2017		3	24,522				24,522
William Blakeney	Operations Assistant	4/15/1981	3	7	38,912	15%	5,836.80		44,749
Total Regular Salaries					433,741		20,567	2,933	457,241

Temporary Part-Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
	1 Summer Worker 16 Wks		D	6	4,805				4,805
Total Temporary Part-Time Salaries									4,805

Overtime

Name	Position				Amount				Total Benefit
	All Water Dist. Staff				98,000				98,000
Total Overtime					98,000				98,000

Uniform Allowance

Name	Position				Amount				Total Benefit
	All Water Dist. Staff (6)				1,440				1,440
Total Uniform Allowance					1,440				1,440

Night Call Back

Name	Position				Amount				Total Benefit
	All Water Dist. Staff				4,320				4,320
Total Night Call Back					4,320				4,320

Sick Leave Buy-back

Name	Position				Amount				Total Benefit
									-
Total Sick Leave Buy-back					-				-

All Other Salaries

Name	Position				Amount				Total Benefit
All Staff	Take-over				1,200				1,200
Total All Other Salaries					1,200				1,200

Department Total					5				567,006
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DESCRIPTION/DETAIL

DPW WATER DISTRIBUTION OPERATING

5210 Energy Utilities

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
32,181	32,181	34,350	34,350	32,500	31,668	\$ 32,400	33,500	33,500

National Grid Electric
 Includes cost for Ameshill, Astle St and Colonial tanks; the new Catamount booster station and new hot box at Old Main St.
 Includes expense for Badger Meter Data collectors
 3-year average \$32,400

33,500 33,500

Total 5210 Energy Utilities: 33,500 33,500

Increase represents 3.25% over FY19 to maintain level service

DESCRIPTION/DETAIL

DPW WATER DISTRIBUTION OPERATING

5240 Repairs and Maintenance

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
64,000	63,452	79,430	79,430	91,700	100,828	\$ 86,700	88,700	88,700
Mainly used to cover water breaks and replace in-stock materials, cast and copper pipe and castings, backfill, police details, cold patch/asphalt for in-house trench repairs, etc. The Distribution system averages 45 waterbreaks per year; each break costs an average of \$1,460/break							80,700	80,700
Handling and disposal of Asbestos pipe in compliance with DEP hazardous waste regulations; Based on 3' feet per break x (15) Asbestos pipe breaks, totaling 45 feet Cost based on (2) Cubic Ft at \$275/cuft plus \$350/load transportation/pull							6,000	6,000
3% increase to goods and services to remain level funded							2,000	2,000
<i>Total 5240 Repairs and Maintenance:</i>							88,700	88,700

DESCRIPTION/DETAIL

DPW WATER DISTRIBUTION OPERATING

5270 Leases and Contract Services

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
56,581	40,959	75,896	75,896	39,388	43,699	\$ 57,000	68,600	68,600
Permanent Repair of waterbreak trenches							35,000	35,000
5% increase to goods and services to remain level funded for contracted trench repair							2,000	2,000
Bi-annual Leak detection (mandated testing by DEP)							-	-
Beacon Meter Software monthly fees and service Support (60%)							11,600	11,600
AutoCad Licensing and Support							2,500	2,500
Tyler/Munis UB Module Licensing and Support							3,200	3,200
MWH Software/H2O MAP Licensing and Support							4,300	4,300
Initiate leak detection of half the system resulting in the distribution system being inspected every three out of four years							10,000	10,000
<i>Total 5270 Leases and Contracts:</i>							68,600	68,600

DESCRIPTION/DETAIL

DPW WATER DISTRIBUTION OPERATING

5310 Professional Services

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
25,000	25,000	16,315	16,315	22,000	16,158	\$ 22,000	21,000	21,000

Annual maintenance/update of Town's water model/GIS mapping							3,000	3,000
Billtrust printing, stuffing and postage water bills (3x)/year at \$9,500/billing; (Split between water and sewer 60/40 respectively)							18,000	18,000
							<i>Total 5310 Professional Services:</i>	21,000

Reduction due to estimate in Water Billing and adjustment to split between water and sewer cost share

DESCRIPTION/DETAIL

DPW WATER DISTRIBUTION EXPENSES

5340 Communications

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
520	520	2,358	2,383	3,070	2,849	\$ 3,060	3,060	3,060

(2) wireless communication data service for Assistant Superintendent and Working Foreman							960	960
Cell Phone service for Assistant Superintendent, Working Forman and Crewleader							2,100	2,100
							<i>Total 5340 Communications:</i>	3,060

DESCRIPTION/DETAIL

DPW WATER DISTRIBUTION OPERATING

5420 Office Supplies

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
1,688	1,658	1,000	1,000	1,000	979	\$ 750	750	750

Advertising, postage, various office needs, paper, document management

750 750

Total 5423 All Other Supplies:

750 750

DESCRIPTION/DETAIL

DPW WATER DISTRIBUTION 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
53,368	46,031	52,276	51,886	40,000	38,419	\$ 40,000	41,300	41,300
Contracted repairs for pump station/actuating valve, hydrant purchase/repair kits, valves and castings; Cost for replacing all brass supplies; backfill and Police Details not associated w/breaks Also includes personal safety equip for staff, work zone safety devices, paint, contracted services and service freeze-ups							40,000	40,000
3% increase to goods and services to remain level service							1,300	1,300
<i>Total 5423 All Other Supplies and Expenses:</i>							41,300	41,300

DESCRIPTION/DETAIL

DPW WATER DISTRIBUTION OPERATING

5431 Other Equipment

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
10,700	10,669	15,000	12,168	15,000	8,510	\$ 10,000	\$ 10,000	\$ 10,000

Purchase and repair of smaller specialty equipment used in maintaining water system;
Maintenance of Vaccum/Rodding Truck

5,000 5,000
5,000 5,000

Total Other Equipment: 10,000 10,000

DESCRIPTION/DETAIL

DPW WATER DISTRIBUTION OPERATING

5540 Meter Replacement

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
45,500	45,405	48,450	48,450	53,000	51,500	\$ 58,000	63,200	63,200
General repairs to existing meters ie.frozen, corroded heads, meterhorns malfunction MTU's							10,000	10,000
Purchase of new meters for new construction, secondary water meters and replacements based on 150 of meters at \$ 320.00 per meter							48,000	48,000
Differential for Commercial meters (approx 8 meters @ 650/meter)							5,200	5,200
<i>Total 5540 Meter Replacement:</i>							63,200	63,200

DESCRIPTION/DETAIL

DPW WATER DISTRIBUTION OPERATING

Emergency Reserve Fund

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
25,000	-	-		25,000		\$ 25,000	25,000	25,000

Due to the nature of equipment and construction costs this line is used to address emergency situations or overdrafts to Water budget lines; balance not approved thru FinComm returns to the Water free-cash

25,000 25,000

Total 5555 Emergency Reserve Fund: 25,000 25,000

DESCRIPTION/DETAIL

DPW WATER DISTRIBUTION 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
-	-	500	500	895	-	\$ 895	895	895

Professional Water organizations and publications , NEWWA and MWWA

895 895

Total 5703 Dues and Memberships:

895 895

DESCRIPTION/DETAIL

DPW WATER DISTRIBUTION OPERATING

5716 Water Reimbursement

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
-	-	-		-		\$ -	-	-

Total 5716 Water Reimbursement - -

DESCRIPTION/DETAIL

DPW WATER DISTRIBUTION OPERATING

5790 Staff Development/Training

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
555	555	3,790	3,730	6,250	3,279	\$ 5,200	6,440	6,440

Asbestos Abatement training (2) of the 6 staff x \$275	550	550
CEU's for (3) staff to renew Water Distribution License	1,500	1,500
Continued training in compulsory areas/subject matter	3,000	3,000
Hoisting License Renewals	240	240
NEWWA Spring Conferenc/Training	1,150	1,150
<i>Total 5790 Staff Development:</i>	6,440	6,440

DESCRIPTION/DETAIL

DPW WATER DISTRIBUTION

5833 Capital Outlay

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
-	-	-		15,000	14,000	\$ 34,749	-	-

Total 5833 Capital Outlay: - -