

DPW ENGINEERING	FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC	FY2023 FIN COM REC
<i>Salaries</i>										
5111 Regular	445,146	444,641	468,017	468,007	488,673	488,174	510,034	517,121	517,121	
5120 Temporary Part-Time	10,221	10,053	5,710	3,229	11,305	3,197	11,302	12,540	12,540	
5130 Overtime	500	108	5,500	2,582	500	179	500	1,000	1,000	
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	459,467	458,402	482,827	477,418	504,078	495,150	525,436	534,261	534,261	
Water Enterprise Fund Allocation	(154,348)	(154,348)	(166,973)	(166,973)	(164,074)	(164,074)	(166,892)	(172,301)	(172,301)	
Sewer Enterprise Fund Allocation	(146,192)	(146,192)	(157,406)	(157,406)	(161,357)	(161,357)	(164,778)	(172,267)	(172,267)	
Total Salaries Net of Allocations	158,927	157,862	158,448	153,039	178,647	169,719	193,766	189,693	189,693	
<i>Operating</i>										
5310 Professional Services	19,163	19,163	21,400	17,113	25,300	25,300	24,050	24,160	24,160	
5340 Communications	2,037	2,037	2,080	2,080	1,920	1,920	1,920	1,920	1,920	
5345 Postage	1,300	1,300	2,000	801	710	710	2,000	2,000	2,000	
5420 Office Supplies	3,032	3,030	2,373	1,742	2,000	2,000	2,000	2,000	2,000	
5423 All Other Supplies and Exp.	13,518	13,509	13,432	13,220	8,897	7,897	4,050	4,050	4,050	
5703 Dues and Memberships	2,176	2,176	2,714	2,374	1,505	1,505	2,721	1,737	1,737	
5790 Staff Development	1,790	1,790	3,200	3,200	3,200	3,013	3,200	4,000	4,000	
Total Operating	43,016	43,006	47,200	40,529	43,532	42,345	39,941	39,867	39,867	
Water Enterprise Fund Allocation	(15,404)	(15,404)	(15,508)	(15,508)	(15,509)	(15,509)	(16,775)	(16,744)	(16,744)	
Sewer Enterprise Fund Allocation	(12,470)	(12,470)	(12,554)	(12,554)	(12,555)	(12,555)	(13,580)	(13,555)	(13,555)	
Total Operating Net of Allocations	15,142	15,132	19,138	12,467	15,468	14,281	9,586	9,568	9,568	-
<i>Capital Outlay</i>										
5833 Capital Outlay	-	-	-	-	-	-	-	-	-	
Total Capital Outlay	-	-	-	-	-	-	-	-	-	
Total Budget	502,483	501,407	530,027	517,947	547,610	537,495	565,377	574,128	574,128	-
Total Budget Net of Allocations	174,069	172,993	177,586	165,506	194,115	184,000	203,352	199,261	199,261	-

Position	FY2019 BUDGETED FTE	FY2020 BUDGETED FTE	FY2021 BUDGETED FTE	FY2021 BUDGETED FTE	FY2023 DEPT REQ FTE	FY2023 TM REC FTE	FY2023 FIN COM REC FTE
Town Engineer	1	1	1	1	1	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	-

FISCAL YEAR 2023
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	A11	8	107,236		1,000		108,236
Andrew Stack	Project Manager	10/2/2017	A9	10	94,824		750		95,574
Randall Burley	Project Manager	11/16/2015	A9	8	90,252		1,000		91,252
Stefania Gallo	Project Manager	12/12/2016	A8	7	80,790		1,000		81,790
Arthur Markos	Project Engineer	2/8/2016	A8	9	51,377		1,000		52,377
		2/8/2022		10	34,327				34,327
Bernadine Angelo	Permit Tech	11/29/2021	B5	3	23,108				23,108
		11/29/2022		4	30,458				30,458
									-
									-
Total Regular Salaries					512,371		4,750		517,121

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	12,540				12,540
Total Temporary Part-Time Salaries					12,540	-	-	-	12,540

Overtime

Name	Position	Amount	Total Benefit
	PRRB Group B Staff	1,000	1,000
Total Overtime		1,000	1,000

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									534,261
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Allocations	General Fund	Water	Sewer
Kevin Hardiman	35%	40%	25%
Andrew Stack	50%	35%	15%
Arthur Markos	50%	0%	50%
Stefania Gallo	20%	40%	40%
Randell Burley	20%	40%	40%
Bernadine Angelo	35%	40%	25%

**FISCAL YEAR 2023
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	A11	8	107,236		1,000		108,236
Andrew Stack	Project Manager	10/2/2017	A9	10	94,824		750		95,574
Randall Burley	Project Manager	11/16/2015	A9	8	90,252		1,000		91,252
Stefania Gallo	Project Manager	12/12/2016	A8	7	80,790		1,000		81,790
Arthur Markos	Project Engineer	2/8/2016	A8	9	51,377		1,000		52,377
		2/8/2022		10	34,327				34,327
Bernadine Angelo	Permit Tech	11/29/2021	B5	3	23,108				23,108
		11/29/2022		4	30,458				30,458
									-
Total Regular Salaries					512,371		4,750		517,121

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	12,540				12,540
Total Temporary Part-Time Salaries					12,540	-	-	-	12,540

Overtime

Name	Position	Amount	Total Benefit
	PRRB Group B Staff	1,000	1,000
Total Overtime		1,000	1,000

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									534,261
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Allocations	General Fund	Water	Sewer
Kevin Hardiman	35%	40%	25%
Andrew Stack	50%	35%	15%
Arthur Markos	50%	0%	50%
Stefania Gallo	20%	40%	40%
Randell Burley	20%	40%	40%
Bernadine Angelo	35%	40%	25%

**FISCAL YEAR 2022
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	A11	7	102,329		1,000		103,329
Andrew Stack	Project Manager	10/2/2017	A9	9	22,533				22,533
Step Increase		10/2/2021		10	69,642				69,642
Randall Burley	Project Manager	11/16/2015	A9	7	86,103		1,000		87,103
Chester Cheng	Project Manager	9/24/2014	A8	7	79,435		1,000		80,435
Arthur Markos	Project Engineer	2/8/2016	A8	8	49,025		1,000		50,025
Step Increase		2/8/2022		9	32,756				32,756
Christine Robinson	Permit Tech	2/17/1998	B5	10	61,612		2,600		64,212
									-
									-
Total Regular Salaries					503,434		6,600		510,034

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	11,302				11,302
Total Temporary Part-Time Salaries					11,302	-	-	-	11,302

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									525,436
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Allocations	General Fund	Water	Sewer
Kevin Hardiman	35%	40%	25%
Andrew Stack	50%	35%	15%
Arthur Markos	50%	0%	50%
Chester Cheng	20%	40%	40%
Randell Burley	20%	40%	40%
Christine Robinson	35%	40%	25%

**FISCAL YEAR 2021
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	10	98,878		1,000		99,878
Andrew Stack	Project Manager	10/2/2017	A9	8	21,499				21,499
Step Increase		10/2/2020		9	66,450				66,450
Randall Burley	Project Manager	11/16/2015	A9	6	82,163		1,000		83,163
Chester Cheng	Project Manager	9/24/2014	A8	6	75,393		1,000		76,393
Arthur Markos	Project Engineer	2/8/2016	A8	7	46,779				46,779
Step Increase		2/8/2021		8	31,256		500		31,756
Christine Robinson	Permit Tech	2/17/1998	B5	10	60,256		2,500		62,756
									-
Total Regular Salaries					482,673		6,000		488,673

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	11,305				11,305
Total Temporary Part-Time Salaries					11,305	-	-	-	11,305

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									504,078
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Allocations	General Fund	Water	Sewer
Kevin Hardiman	35%	40%	25%
Andrew Stack	50%	35%	15%
Arthur Markos	50%	0%	50%
Chester Cheng	20%	40%	40%
Randell Burley	20%	40%	40%
Christine Robinson	35%	40%	25%

DESCRIPTION/DETAIL

DPW ENGINEERING OPERATING

5310 Professional Services

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
19,163	19,163	21,400	17,113	25,300	25,300	24,050	24,160	24,160
Wetlands flagging, surveys and analysis beyond scale and scope of in-house staff survey and Mapping/GIS services							7,800	7,800
Annual Software Maintenance fees (PeopleGIS)								
SimpliCITY Streets							1,500	1,500
DPW Permits							5,000	5,000
Work Order Management							2,000	2,000
Public Facing Work Order Requests							1,000	1,000
Quick Asset Tool							1,000	1,000
Professional Services to perform ROW surveys and analysis reports associated with Traffic Safety/DPW Projects							4,000	4,000
AutoCad Annual Software Maintenance fees (half paid by Water Distribution)							1,860	1,860
<i>Total 5310 Professional Services:</i>							24,160	24,160

DESCRIPTION/DETAIL

DPW ENGINEERING OPERATING

5340 Communications

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
2,037	2,037	2,080	2,080	1,920	1,920	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

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
1,300	1,300	2,000	801	710	710	2,000	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 violations

2,000 2,000

Total 5345 Postage: 2,000 2,000

DESCRIPTION/DETAIL

DPW ENGINEERING OPERATING

5420 Office Supplies

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
3,032	3,030	2,373	1,742	2,000	2,000	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

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
13,518	13,509	13,432	13,220	8,897	7,897	4,050	4,050	4,050
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							-	
Miscellaneous expenses including Safety gear, various hardware supplies, hand tools, copier maintenance, survey equipment, Filing at Registry of Deeds etc.							2,500	2,500
<i>Total 5423 All Other Supplies and Expenses:</i>							4,050	4,050

DESCRIPTION/DETAIL

DPW ENGINEERING OPERATING

5703 Dues and Memberships

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
2,176	2,176	2,714	2,374	1,505	1,505	2,721	1,737	1,737
American Soc of Civil Engineers/BSCE (4) annual memberships							1,392	1,392
MA/PA Professional Engineer License (2/1)							-	-
MA Soil Evaluator License (2)							-	-
MA Septic System Inspectors License (1)							-	-
Wastewater Treatment License							-	-
American Planning (1) membership							-	-
Urban and Regional Information System Association Membership							195	195
FAA Certification Test							-	-
ICMA Membership							150	150
MCPPO Certification (2)							-	-
<i>Total 5703 Dues and Memberships:</i>							1,737	1,737

DESCRIPTION/DETAIL

DPW ENGINEERING OPERATING

5790 Staff Development

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
1,790	1,790	3,200	3,200	3,200	3,013	3,200	4,000	4,000

On-going training and professional development through allied associations and other organization workshops to stay current with emerging technologies and regulatory compliance . 4,000 4,000

Total 5790 Staff Development: 4,000 4,000

DESCRIPTION/DETAIL

DPW ENGINEERING OUTLAY

5833 Capital Outlay

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
-		-	-	-		-	-	-

Total 5833 Capital Outlay: - -