

**Town of Exeter**

**Water Fund**

**Preliminary Budget FY 2018**

Version #3 - 1/5/2018

Account Number	Description	2016 Actual	2017 Budget	Preliminary YTD Actual 11/30/17	2018 BOS Budget	2018 BOS Budget vs. 2017 Budget \$ Increase/- (Decrease)	2018 BOS Budget vs. 2017 Budget %- Difference	Explanation
<b>WATER FUND</b>								
<b>Administration</b>								
02-4330-0621-1110	WA- Sal/Wages FT	188,917	189,341	144,017	193,192	3,851	2.0%	2 FT W/S Mgr Eng & Eng Tec Split 50/50, and GF allocations
02-4330-0621-1200	WA- Sal/Wages PT	140	-			-		W/S Advisory Committee Chair records the minutes
02-4330-0621-1210	WA- Sal/wages Temp	4,269	9,500	6,973	3,500	(6,000)	-63.2%	PT Seasonal Employee 50/50 W&S Split
	Salaries Total	193,326	198,841	150,990	196,692	(2,149)	-1.1%	
02-4330-0621-2100	WA- Health Insurance	41,010	49,182	37,600	38,781	(10,401)	-21.1%	Allocations from GF
02-4330-0621-2110	WA- Dental Insurance	2,968	3,620	2,723	3,164	(456)	-12.6%	Allocations from GF
02-4330-0621-2120	WA- Life Insurance	264	277	211	290	13	4.7%	Allocations from GF
02-4330-0621-2130	WA- LTD Insurance	524	659	495	681	22	3.3%	Allocations from GF
02-4330-0621-2140	WA - Health Insurance Buyout	2,536	3,343	2,508	2,575	(768)	-23.0%	Allocations from GF
02-4330-0621-2200	WA- FICA	11,439	12,328	9,784	12,195	(133)	-1.1%	Based on wages: 6.2%
02-4330-0621-2210	WA- Medicare	3,287	2,883	2,288	2,852	(31)	-1.1%	Based on wages: 1.45%
02-4330-0621-2300	WA- Retirement Town	20,259	22,059	16,161	21,985	(74)	-0.3%	Based on wages: 11.38%
02-4330-0621-2600	WA- Workers Comp Insurance	4,130	4,407	4,407	4,504	97	2.2%	Primex
	Benefits Total	86,417	98,758	76,176	87,027	(11,731)	-11.9%	
02-4330-0621-5000	WA- Supplies	2,390	4,000	3,297	4,000	-	0.0%	20% of general office supplies, copy costs, batteries; 50% of meter records maintenance; 50% Supplies/maint. multi-function plotter
02-4330-0621-5200	WA- Consulting Services	4,956	5,000	163	5,000	-	0.0%	Misc. Consulting Services
02-4330-0621-5212	WA- Fleet Insurance	429	416	416	400	(16)	-3.8%	Primex- Based upon allocation of assets
02-4330-0621-5213	WA- Property Insurance	63,100	79,172	79,172	76,207	(2,965)	-3.7%	Primex- Based upon allocation of assets
02-4330-0621-5214	WA- Insurance Deductible		2,000	-	1	(1,999)	-100.0%	Line item for insurance deductible
02-4330-0621-5224	WA- Legal Expense		15,000	-	5,000	(10,000)	-66.7%	Legal expenses wellhead negotiations, administrative orders
02-4330-0621-5310	WA- Mobile Communications	299	800	580	800	-	0.0%	20% Director, Town Engineer, Ast Engineer cellphones
02-4330-0621-5400	WA- Advertising		500	-	500	-	0.0%	Bid packages, Requests for Proposals
02-4330-0621-5500	WA- Printing	2,523	2,500	1,550	2,600	100	4.0%	Annual Consumer Confidence Rpt (CCR) & postage
02-4330-0621-5560	WA- Legal/Public Notices	4,356	6,000	5,279	6,000	-	0.0%	Notice of main flushing, Public Hearings, violations, etc
02-4330-0621-5810	WA- Conf Rooms/Meals	667	850	493	1,750	900	105.9%	Annual national conference, add WSME
02-4330-0621-5820	WA- Education/Training	4,307	5,550	4,240	5,500	(50)	-0.9%	Treatment, Distribution & Backflow required CEUs, dues, license renewal year, new employees getting licenses; less funding from the State
	General Expenses Total	83,027	121,788	95,190	107,758	(14,030)	-11.5%	
	<b>Administration Total</b>	<b>362,770</b>	<b>419,387</b>	<b>322,356</b>	<b>391,477</b>	<b>(27,910)</b>	<b>-6.7%</b>	<b>V</b>

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<b>Billing</b>								
02-4331-0624-1110	WB- Sal/Wages FT	69,183	70,829	56,311	72,827	1,998	2.8%	1 FT Utilities Clerk (50/50 split W&S) & GF Allocations
02-4331-0624-1200	WB- Sal/Wages PT	5,694	7,307	3,547	7,302	(5)	-0.1%	1 PT Utilities Clerk 16 hrs/wk (50/50 split W&S)
02-4331-0624-1300	WB- Sal/Wages OT	21	673	504	700	27	4.0%	Allocations from GF
02-4331-0624-1400	WB - Longevity Pay	484	488	366	500	12	2.5%	Allocations from GF
	Salaries Total	75,382	79,297	60,728	81,329	2,032	2.6%	
02-4331-0624-2100	WB- Health Insurance	25,415	27,881	23,212	24,645	(3,236)	-11.6%	Allocations from GF
02-4331-0624-2110	WB- Dental Insurance	1,546	1,544	1,305	1,579	35	2.3%	Allocations from GF
02-4331-0624-2120	WB- Life Insurance	98	98	79	98	-	0.0%	Allocations from GF
02-4331-0624-2130	WB - LTD Insurance	160	164	123	169	5	3.0%	Allocations from GF
02-4331-0624-2200	WB- FICA	4,569	4,916	3,655	5,042	126	2.6%	Based on wages: 6.2%
02-4331-0624-2210	WB- Medicare	1,065	1,150	853	1,179	29	2.6%	Based on wages: 1.45%
02-4331-0624-2300	WB- Retirement Town	7,786	8,118	6,444	8,424	306	3.8%	Based on wages: 11.38%
02-4331-0624-2600	WB- Workers Comp Insurance	964	1,028	1,028	1,050	22	2.1%	Primex
	Benefits Total	41,603	44,899	36,699	42,187	(2,712)	-6.0%	
02-4331-0624-5000	WB- Supplies	3,468	3,500	2,386	3,500	-	0.0%	Water bill processing, Ink Cartridges, paper, letterhead, pens, etc
02-4331-0624-5010	WB- Postage	5,061	4,500	4,720	4,500	-	0.0%	Increase due to certified shut-off notices
02-4331-0624-5200	WB- Consulting Services		500	218	2,000	1,500	300.0%	Allocation of actuarial costs for GASB compliance \$500 and Tyler consulting services \$1,500
02-4331-0624-5220	WB- Audit Fees	7,125	8,250	8,250	8,250	-	0.0%	Audit Fees for Melanson & Health
02-4331-0624-5320	WB- Phone Utilization	4,057	4,175	3,887	4,175	-	0.0%	12.5% allocation of IT phone utilization
02-4331-0624-5683	WB- Internet Services	1,155	1,155	-	1,155	-	0.0%	12.5% allocation of IT internet services (website)
02-4331-0624-5730	WB- Computer Hardware	2,140				-		To support Munis
02-4331-0624-5740	WB- Software Agreement	4,229	4,350	4,001	9,900	5,550	127.6%	Munis and partial year of Munismart Software Agreement
02-4331-0624-5820	WB- Education/Training	-	50	-	50	-	0.0%	W/S Billing Collection Staff
	General Expenses Total	27,235	26,480	23,462	33,530	7,050	26.6%	
	<b>Water Billing Total</b>	<b>144,220</b>	<b>150,676</b>	<b>120,888</b>	<b>157,046</b>	<b>6,370</b>	<b>4.2%</b>	<b>V</b>

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<b>Distribution</b>								
02-4332-0622-1110	WD- Sal/Wages FT	182,447	206,097	171,216	200,670	(5,427)	-2.6%	8 FT split 50/50 Water Distribution/Sewer Collection
02-4332-0622-1300	WD- Sal/Wages OT	21,005	21,000	27,665	21,000	-	0.0%	Avg OT rate = \$35/hr, 600 hours; for WD/SC/WWTP/PS (calls from dispatch or SCADA alarms)
02-4332-0622-1400	WD- Longevity Pay	2,125	3,000	-	2,375	(625)	-20.8%	8 FT per union contract, split 50/50 WD/SC
	Salaries Total	205,577	230,097	198,881	224,045	(6,052)	-2.6%	
02-4332-0622-2100	WD- Health Insurance	64,139	66,582	54,743	52,662	(13,921)	-20.9%	YOY decrease 11.1%
02-4332-0622-2110	WD- Dental Insurance	3,994	4,103	2,960	4,036	(68)	-1.6%	YOY increase 2.3%
02-4332-0622-2120	WD- Life Insurance	206	240	211	240	-	0.0%	
02-4332-0622-2200	WD- FICA	12,236	14,266	12,121	13,891	(375)	-2.6%	Based on wages: 6.2%
02-4332-0622-2210	WD- Medicare	2,862	3,336	2,835	3,249	(88)	-2.6%	Based on wages: 1.45%
02-4332-0622-2300	WD- Retirement Town	22,966	25,948	22,352	25,496	(452)	-1.7%	Based on wages: 11.38%
02-4332-0622-2600	WD- Workers Comp Insurance	7,675	8,190	8,190	8,370	180	2.2%	Primex
	Benefits Total	114,078	122,665	103,412	107,943	(14,723)	-12.0%	
02-4332-0622-4300	WD- Building Maintenance	6,305	6,500	2,319	6,500	-	0.0%	7 water pumping stations; 2 new stations in '15
02-4332-0622-4309	WD- Brush Cutting	110	3,000	-	3,000	-	0.0%	Skinner Spring, SWTP lagoons, GWTP, Well Building, Pump station/towers
02-4332-0622-4311	WD- Equipment Maintenance	7,956	6,000	1,364	6,000	-	0.0%	Pumps, generators, misc equipment
02-4332-0622-4312	WD- Road Repairs	9,919	10,000	12,107	10,000	-	0.0%	Trench patch, materials, crushing (replacing deteriorating service saddles); may use contractor
02-4332-0622-4320	WD- Vehicle Maintenance	6,904	6,750	6,430	6,750	-	0.0%	10 vehicles, 3 trailers split 50/50 WD/SC
02-4332-0622-4370	WD- System Maintenance	35,146	35,000	36,702	47,000	12,000	34.3%	4 Hydrant assemblies, risers, service saddles, curbstops, pipe, valve boxes, other parts; plus 3 broken hydrants @\$4k/ea
02-4332-0622-4372	WD- Water Tank Maintenance	211,729	219,171	219,171	219,171	-	0.0%	Tank Rehabilitation- Hampton Rd Prgm=\$102,448 previously approved and now budgeted; \$116,723 proposed Epping Rd Tower Maint. Prgm
02-4332-0622-5265	WD- Licenses	330	800	510	800	-	0.0%	Distribution licenses exams/renewals \$50/ea
02-4332-0622-5310	WD- Mobile Communication	628	550	857	1,050	500	90.9%	increase 2 to 4 MiFi's (50%)
02-4332-0622-5327	WD- General Hand Tools	1,596	1,500	631	1,500	-	0.0%	Drills, bits, taps, dies, ratchet wrenches
02-4332-0622-5341	WD- Drug/Alcohol Testing	863	800	911	900	100	12.5%	Contract w/CEOH; required (per USDOT) random testing for all CDL holders & screening new hires
02-4332-0622-5610	WD- Safety Equipment	3,284	3,200	2,166	3,500	300	9.4%	PPE incl hardhats, gloves, Tyvek suits, respirators
02-4332-0622-5671	WD- Uniforms	2,741	2,145	1,866	2,145	-	0.0%	8 split 50/50 WD/SC
02-4332-0622-5681	WD- GIS Software	4,187	5,000	3,851	4,500	(500)	-10.0%	Software revisions/maintenance; handheld and software agreement with TiSales
02-4332-0622-5759	WD- Metering & Back Flow	50,684	75,000	58,381	75,000	-	0.0%	Rebuild/replace meters to AWWA accuracy specifications, backflow devices, brass fittings
02-4332-0622-5760	WD- Pump Station & Towers	66,485	29,450	22,236	24,450	(5,000)	-17.0%	Pumps, I/O cards, check valve rebuilds, fuses/breakers
02-4332-0622-6210	WD- Natural Gas	8,114	11,000	5,129	9,000	(2,000)	-18.2%	Heating/generator fuel; new generators at new well buildings
02-4332-0622-6220	WD- Electricity	79,453	70,000	58,427	70,000	-	0.0%	Water Pumping Stations and towers; 3 wells
02-4332-0622-6260	WD- Fuel	8,492	9,140	9,283	9,140	-	0.0%	Fuel estimate
	General Expenses Total	504,926	495,006	442,341	500,406	5,400	1.1%	
	<b>Water Distribution Total</b>	<b>824,581</b>	<b>847,768</b>	<b>744,634</b>	<b>832,394</b>	<b>(15,374)</b>	<b>-1.8%</b>	<b>V</b>

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<b>Treatment</b>								
02-4335-0623-1110	WT- Sal/Wages FT	206,093	213,926	196,924	220,066	6,140	2.9%	1 FT WTP Ops Spr, 3 WTP Ops
02-4335-0623-1300	WT- Sal/Wages OT	22,071	19,075	29,440	19,075	-	0.0%	
02-4335-0623-1310	WT- Sal/Wages Stand-By		5,460	-	5,040	(420)	-7.7%	Standby compensation - Contract Item
02-4335-0623-1400	WT- Longevity Pay	2,600	1,200	-	1,300	100	8.3%	2 FT per union contract
	Salaries Total	230,764	239,661	226,364	245,481	5,820	2.4%	
02-4335-0623-2100	WT- Health Insurance	80,786	98,657	90,436	87,208	(11,449)	-11.6%	YOY decrease 11.1%
02-4335-0623-2110	WT- Dental Insurance	5,364	6,207	5,690	6,350	143	2.3%	YOY increase 2.3%
02-4335-0623-2120	WT- Life Insurance	298	300	295	300	-	0.0%	
02-4335-0623-2200	WT- FICA	13,638	14,859	13,264	15,220	361	2.4%	Based on wages: 6.2%
02-4335-0623-2210	WT- Medicare	3,189	3,475	3,102	3,559	84	2.4%	Based on wages: 1.45%
02-4335-0623-2300	WT- Retirement Town	25,776	27,032	25,507	27,936	904	3.3%	Based on wages: 11.38%
02-4335-0623-2600	WT- Workers Comp Insurance	7,673	8,187	8,187	8,368	181	2.2%	Primex
	Benefits Total	136,724	158,718	146,481	148,941	(9,777)	-6.2%	
02-4335-0623-4300	WT- Building Maintenance	8,861	10,000	8,436	12,000	2,000	20.0%	3 buildings @ SWTP & GWTP
02-4335-0623-43xx	WT- GWTP Basin/Lagoon Cleaning				49,000	49,000		Lagoon cleaning \$29K; GWTP waste basin \$20k
02-4335-0623-4311	WT- Equipment Maintenance	22,089	20,000	20,172	30,350	10,350	51.8%	Repair pumps & blowers; replacement parts; chemical tubing; new chloramine process; well & pump inspection \$1,650; UV lamps, sensors & ballasts \$3,700
02-4335-0623-5080	WT-Supplies - Lab Equip	11,671	13,000	7,206	13,000	-	0.0%	Additional chloramine testing - reagents & field units; Safe Drinking Water Act (SDWA) compliance
02-4335-0623-5200	WT- Consulting	1,711	27,600	27,430	35,000	7,400	26.8%	TTHM compliance; new UV & chloramine assistance
02-4335-0623-5202	WT- Software Equip/Contracted Services	7,389	7,000	6,553	7,000	-	0.0%	Maint. service for SCADA/telemetry, hydraulic model H2O Map
02-4335-0623-5265	WT- Licenses	1,966	2,000	60	1,500	(500)	-25.0%	Treatment licenses exams/renewals \$50/ea
02-4335-0623-5310	WT- Mobile Communication	1,834	1,200	1,762	1,500	300	25.0%	WTP Operations Supervisor cellphone and WTP Ipad for SCADA
02-4335-0623-5610	WT- Safety Equipment	1,715	1,500	80	1,500	-	0.0%	Boots, gloves, hard hats, eye & hearing protection
02-4335-0623-5671	WT- Uniforms	2,339	2,400	1,744	2,400	-	0.0%	
02-4335-0623-5740	WT- Software / Hardware Agreement	19,213	7,000	6,951	7,000	-	0.0%	SCADA software maintenance service
02-4335-0623-5756	WT- Dam Registrations	1,900	1,900	1,900	1,900	-	0.0%	Annual NHDES fees/Reservoir Dam
02-4335-0623-5757	WT-Property Taxes	177	3,700	307	200	(3,500)	-94.6%	Skinner Springs in Stratham (Pickpocket Dam in Brentwood now tax exempt)
02-4335-0623-5984	WT- Lab testing	21,000	25,000	22,551	25,000	-	0.0%	Coliform bacteria, organic carbon, volatile & synthetic, unregulated contaminant monitoring rule (UCMR); mandatory testing for Cryptosporidium for 1 more year
02-4335-0623-5985	WT- Chemicals	91,671	82,400	68,717	90,000	7,600	9.2%	10 existing chemicals plus ammonia for chloramines \$24k (new in 2018)
02-4335-0623-6210	WT- Natural Gas	20,899	27,500	15,060	27,500	-	0.0%	heating/generator fuel
02-4335-0623-6220	WT- Electricity	79,535	88,000	59,632	93,525	5,525	6.3%	Pumps, lights, etc; new UV \$5,525
02-4335-0623-6260	WT- Fuel	821	1,215	1,463	1,215	-	0.0%	Pick up truck at Water Treatment Plant
02-4335-0623-7620	WT- Phone Lease - Alarms	913	1,345	1,535	4,945	3,600	267.7%	Switched out Fairpoint DSL to Comcast cable 2 yr contract for increased communication stability & reliability
	General Expenses Total	295,704	322,760	251,559	404,535	81,775	25.3%	
	<b>Water Treatment Total</b>	<b>663,192</b>	<b>721,139</b>	<b>624,404</b>	<b>798,957</b>	<b>77,818</b>	<b>10.8%</b>	<b>V</b>

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<b>Debt Service</b>								
02-4711-0625-8113	DS- Water Tank SRF Principal	176,654	182,576	182,576	188,696	6,120	3.4%	2028 Final payment
02-4711-0625-8114	DS- Water Line- Main & Lincoln Sts Principa	125,000	125,000	125,000	125,000	-	0.0%	2024 Final payment
02-4711-0625-8119	DS- Water Line Replacement- JH	153,700	153,700	153,700	153,700	-	0.0%	2021 Final payment
02-4711-0625-8120	DS- Portsmouth Av Waterline Principal	16,071	16,071	16,071	16,071	-	0.0%	2023 Final payment
02-4711-0625-8121	DS- Waste Stream Reduction Principal	40,608	41,252	41,252	41,901	649	1.6%	2018 Final payment
02-4711-0625-8122	DS-Water Meter Replacement Principal	102,483	104,102	104,102	105,735	1,633	1.6%	2019 Final payment
02-4711-0625-8123	DS- Lary Lane GWTP SRF Principle		136,882	136,882	215,514	78,632	57.4%	2036 Final payment
02-4711-0625-8xxx	DS- Lincoln Street Phase #2				9,758	9,758		2032 Final payment
02-4711-0625-8xxx	DS- Court Street Culvert				3,972	3,972		2027 Final payment
	<b>Water Debt Service Principal Total</b>	<b>614,516</b>	<b>759,583</b>	<b>759,583</b>	<b>860,347</b>	<b>100,764</b>	<b>13.3%</b>	
02-4721-0626-8153	DS- Water Tank SRF Interest	94,092	88,171	88,171	82,051	(6,120)	-6.9%	2028 Final payment
02-4721-0626-8159	DS- Water Line Repl interest- JH	30,661	24,513	24,513	19,902	(4,611)	-18.8%	2021 Final payment
02-4721-0626-8160	DS- Portsmouth Av Waterline Interest	6,787	5,887	5,887	4,987	(900)	-15.3%	2023 Final payment
02-4721-0626-8161	DS- Waste Stream Reduction Interest	1,449	931	931	406	(525)	-56.4%	2018 Final payment
02-4721-0626-8162	DS- Water Line- Main & Lincoln Sts Interest	56,100	49,725	49,725	43,350	(6,375)	-12.8%	2024 Final payment
02-4721-0626-8163	DS-Water Meter Replacement Interest	4,999	3,696	3,696	2,377	(1,319)	-35.7%	2019 Final payment
02-4721-0626-8164	DS- Lary Lane GWTP SRF Interest		170,212	170,212	96,118	(74,094)	-43.5%	2036 Final payment
02-4721-0626-8xxx	DS- Lincoln Street Phase #2				7,582	7,582		2032 Final payment
02-4721-0626-8xxx	DS- Court Street Culvert				2,130	2,130		2027 Final payment
	<b>Water Debt Service Interest Total</b>	<b>194,088</b>	<b>343,135</b>	<b>343,134</b>	<b>258,903</b>	<b>(84,233)</b>	<b>-24.5%</b>	
	<b>Debt Service Total</b>	<b>808,604</b>	<b>1,102,718</b>	<b>1,102,716</b>	<b>1,119,250</b>	<b>16,532</b>	<b>1.5%</b>	<b>V</b>
<b>Capital Outlay</b>								
02-4900-0627-7301	CO- Capital Outlay - Leases	17,444	18,540	1,702	16,681	(1,859)	-10.0%	See separate lease schedule
02-4900-0627-7420	CO- Capital Outlay - Vehicle		29,005	20,679	45,581	16,576	57.1%	See separate vehicle schedule- BRC deferred replacement of truck 11
02-4900-0627-7454	CO- Capital Outlay - Land Acquisition/Purchase		1	-	1	-	0.0%	
02-4900-0627-7422	CO- Water Option Study					-		
02-4900-0627-7425	CO- Water System Capital	78,031	98,000	23,900		(98,000)	-100.0%	Capital outlay needs for water facilities
	<b>Capital Outlay Total</b>	<b>95,475</b>	<b>145,546</b>	<b>46,281</b>	<b>62,263</b>	<b>(83,283)</b>	<b>-57.2%</b>	<b>V</b>
<b>Water Appropriations from Reserves</b>								
02-4901-0962-5882	WF- Approp from Reserves- Water Tank Maintenance	24,168				-		
02-4901-0962-5758	WF- Approp from Reserves- Rate Study	24,735				-		
	<b>Water Appropriation from Reserves Total</b>	<b>48,903</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
	<b>Water Fund Total</b>	<b>2,947,747</b>	<b>3,387,235</b>	<b>2,961,280</b>	<b>3,361,387</b>	<b>(25,849)</b>	<b>-0.8%</b>	<b>V</b>

**Town of Exeter**

**Water Fund**

**Preliminary Budget FY 2018**

Version #3 - 1/5/2018

Account Number	Description	2016 Actual	2017 Budget	Preliminary YTD Actual 11/30/17	2018 BOS Budget	2018 BOS Budget vs. 2017 Budget \$ Increase/-(Decrease)	2018 BOS Budget vs. 2017 Budget %-Difference	Explanation
<b>WF -Warrant Articles</b>								
02-5000-0950-xxxx	New Groundwater Source Exploration				600,000			2018 CIP Page#23
02-5000-0950-xxxx	Washington St Waterline Replacement				665,000			2018 CIP Page#26
02-5000-0950-xxxx	Newfields Rd. Water Main Extension				-			
02-5000-0950-xxxx	New Surface Water Review							
02-5000-0950-xxxx	SWTP TTHM Treatment	-	1,500,000					2017 EPA & NHDES Standards for THM's
02-5000-0950-xxxx	Court St. Bridge/Culvert Replacement		45,000					
02-5000-0950-xxxx	Lincoln St. Project Phase II		168,000					2017 Utilities, Roads and Sidewalks (has General and Sewer Fund components)
	<b>Warrant Articles Total</b>	-	<b>1,713,000</b>	-	<b>1,265,000</b>	<b>(448,000)</b>	<b>-26.2%</b>	
	<b>Total Water Fund with WAR</b>	<b>2,947,747</b>	<b>5,100,235</b>	<b>2,961,280</b>	<b>4,626,387</b>	<b>(473,849)</b>	<b>-9.3%</b>	