

Town of Exeter										
Water Fund										
Preliminary Budget FY 2014										
DRAFT										Version # 3
Account Number	Description	2011 Actual	2012 Actual	2013 Budget	2013 Actual Expense thru 10/31/13	2014 Budget Prelim	2014 BRC Budget Proposal	2014 BOS Proposed Budget	2014 Prelim Default	Explanation
WATER FUND										
Administration										
02-4330-0621-1110	WA- Sal/Wages FT	149,019	159,725	174,441	137,256	187,764	187,764	187,764	187,764	Allocations from GF (Incl 53rd payroll week)
02-4330-0621-1150	WA-Sal/Wages Vac Repl.	64	-			-	-	-	-	Allocations from GF
02-4330-0621-1200	WA- Sal/Wages PT	15,693	17,740	17,407	14,686	475	475	475	475	Allocations from GF (Incl 53rd payroll week)
02-4330-0621-1210	WA- Sal/wages Temp	11,010	6,311	6,400	5,099	6,400	6,400	6,400	6,400	Allocations from GF
02-4330-0621-1300	WA- Sal/Wages OT	642	107	-	6	-	-	-	-	Allocations from GF
02-4330-0621-1400	WA- Longevity Pay	28	-			-	-	-	-	Allocations from GF
02-4330-0621-1700	WA - Merit	256	256			-	-	-	-	Allocations from GF
02-4330-0621-1445	WA - TM Cell phone Allowance			150	-	150	150	150	150	Allocations from GF
	Salaries Total	176,712	184,139	198,398	157,047	194,789	194,789	194,789	194,789	
02-4330-0621-2100	WA- Health Insurance	39,302	38,312	42,344	32,856	40,728	40,728	40,728	40,728	Allocations from GF
02-4330-0621-2110	WA- Dental Insurance	3,315	3,116	4,238	2,616	3,411	3,411	3,411	3,411	Allocations from GF
02-4330-0621-2120	WA- Life Insurance	297	276	284	292	287	287	287	287	Allocations from GF
02-4330-0621-2130	WA- LTD Insurance	544	484	509	315	509	509	509	509	Allocations from GF
02-4330-0621-2140	WA - Health Insurance Buyout	-	2,936	2,910	2,184	3,717	3,717	3,717	3,717	Allocations from GF
02-4330-0621-2200	WA- FICA	11,388	11,282	12,301	9,637	12,077	12,077	12,077	12,077	Based on wages: 6.2%
02-4330-0621-2210	WA- Medicare	2,664	2,637	2,877	2,253	2,824	2,824	2,824	2,824	Based on wages: 1.45%
02-4330-0621-2300	WA- Retirement Town	15,020	14,081	16,903	13,342	20,222	20,222	20,222	20,222	Based on wages: 10.77%
02-4330-0621-2600	WA- Workers Comp Insurance	3,690	3,011	3,264	3,264	3,525	3,525	3,525	3,525	Based on estimate from Primex
	Benefits Total	76,220	76,135	85,629	66,759	87,301	87,301	87,301	87,301	
02-4330-0621-5000	WA- Supplies	3,733	5,007	4,500	1,644	5,000	5,000	5,000	4,500	20% of general office supplies, batteries, 50% of meter records maintenance; costs for new copier. 50% Supplies/maint. for new multi-function printer, 20% general office, 50% of meter records, 50% new gps maint
02-4330-0621-5200	WA- Consulting Services	16,462	11,528	6,000	800	5,000	5,000	5,000	5,000	Capacity development, Exeter-Stratham
02-4330-0621-5212	WA- Fleet Insurance	4,550	2,537	4,240	4,240	363	363	363	4,240	Primex- Based upon allocation of assets
02-4330-0621-5213	WA- Property Insurance	28,625	16,236	23,745	23,745	53,354	53,354	53,354	53,354	Primex- Based upon allocation of assets
02-4330-0621-5214	WA- Insurance Deductible	500	-	2,000	-	2,000	2,000	2,000	2,000	
02-4330-0621-5224	WA- Legal Expense	-	369	3,000	-	3,000	3,000	3,000	3,000	Legal expenses wellhead negotiations, administrative orders
02-4330-0621-5265	WA- Licenses	150		-	-					Moved to Water Treatment for 2012 budget
02-4330-0621-5310	WA- Mobile Communications	92	101	224	610	199	199	199	199	20% DPW Director & Town Engineer cellphones
02-4330-0621-5341	WA- Drug/Alcohol Testing	323	-	-	-	-	-	-	-	Contract w/CEOH; required (per USDOT) random testing for all CDL holders & screening new hires
02-4330-0621-5400	WA- Advertising	-	5	500	471	500	500	500	500	Bid packages, Requests for Proposals
02-4330-0621-5500	WA- Printing	1,990	2,141	2,500	1,924	2,500	2,500	2,500	2,500	Annual Consumer Confidence Report (CCR) & postage
02-4330-0621-5560	WA- Legal/Public Notices	3,207	14,371	3,750	-	3,750	3,750	3,750	3,750	Notice of main flushing, Public Hearings, violations, etc.

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02-4330-0621-5610	WA- Safety Equipment	3,851	-	750	-	-	-	-	750	Atmospheric Monitoring, Personal Protective Equipment (PPE) incl hardhats, vests, eye protection, steel-toed boot replacement \$235/yr, confined space device recertification; fixed from putting all WT
02-4330-0621-5756	WA- Dam Registrations	-	-	-	-	-	-	-	-	
02-4330-0621-5757	WA- Property Taxes	-	-	-	-	-	-	-	-	
02-4330-0621-5810	WA- Conf Rooms/Meals	1,127	712	850	481	850	850	850	850	Annual national conference
02-4330-0621-5820	WA- Education/Training	5,830	4,497	5,000	2,636	5,000	5,000	5,000	5,000	Treatment, Distribution & Backflow required CEUs, dues, license renewal year, new employees getting licenses; less funding from the State
02-4330-0621-7620	WA - Phone Lease - Alarms	2,413	1,674	-	1,087	605	605	605	605	
	General Expenses Total	72,853	59,178	57,059	37,638	82,121	82,121	82,121	86,248	
	Administration Total	325,785	319,452	341,086	261,444	364,211	364,211	364,211	368,338	A
Billing										
02-4331-0624-1110	WB- Sal/Wages FT	29,190	45,009	45,413	32,766	45,057	45,057	45,057	45,057	Allocations from GF (Incl 53rd payroll week)
02-4331-0624-1200	WB- Sal/Wages PT	-	-	-	-	22,888	22,888	22,888	22,888	Allocations from GF (Utilities Clerk-2 PT at 50/50 split)
02-4331-0624-1210	WB- Sal/Wages - Temp	1,842	-	-	-	-	-	-	-	Allocations from GF
02-4331-0624-1300	WB- Sal/Wages OT	1,032	-	-	-	-	-	-	-	Allocations from GF
02-4331-0624-1400	WB - Longevity Pay	68	340	338	255	338	338	338	338	Allocations from GF
	Salaries Total	32,132	45,349	45,751	33,021	68,283	68,283	68,283	68,283	
02-4331-0624-2100	WB- Health Insurance	9,885	13,436	13,471	10,104	13,092	13,092	13,092	13,092	Allocations from GF
02-4331-0624-2110	WB- Dental Insurance	619	716	728	549	670	670	670	670	Allocations from GF
02-4331-0624-2120	WB- Life Insurance	44	68	68	51	68	68	68	68	Allocations from GF
02-4331-0624-2130	WB - LTD Insurance	156	140	151	115	151	151	151	151	Allocations from GF
02-4331-0624-2200	WB- FICA	1,989	2,808	2,837	2,049	4,234	4,234	4,234	4,234	Based on wages: 6.2%
02-4331-0624-2210	WB- Medicare	482	660	663	480	990	990	990	990	Based on wages: 1.45%
02-4331-0624-2300	WB- Retirement Town	2,966	3,992	4,499	3,234	4,889	4,889	4,889	4,889	Based on wages: 10.77%
02-4331-0624-2600	WB- Workers Comp Insurance	861	702	761	765	822	822	822	822	Based on estimate from Primex
	Benefits Total	17,002	22,522	23,178	17,347	24,916	24,916	24,916	24,916	
02-4331-0624-5000	WB- Supplies	1,857	2,695	3,000	1,052	3,000	3,000	3,000	3,000	Water bill processing, Ink Cartridges, paper, letterhead, pens, etc
02-4331-0624-5010	WB- Postage	3,538	4,516	3,500	5,248	3,500	3,500	3,500	3,500	Increase due to certified shut-off notices
02-4331-0624-5200	WB- Consulting Services	309	489	500	692	500	500	500	500	W/S Consulting help due to lack of staff
02-4331-0624-5220	WB- Audit	6,125	5,250	6,250	5,750	6,250	6,250	6,250	6,250	Audit Fees for Melanson & Health
02-4331-0624-5320	WB- Phone Utilization	2,200	2,876	2,875	1,668	3,300	3,300	3,300	3,300	12.5% allocation of IT phone utilization
02-4331-0624-5683	WB- Internet Services			1,775	957	1,275	1,275	1,275	1,275	12.5% allocation of IT internet services (website)

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02-4331-0624-5740	WB- Software Agreement	6,123	4,830	7,350	4,595	7,350	7,350	7,350	7,350	10% Increase projected for Software Agreement; pulled out handheld and software agreement with TiSales; put into WD GIS account; not sure if reflects finance dept new \$\$ figure
02-4331-0624-5820	WB- Education/Training	45	11	325	-	325	325	325	325	Training and education for W/S billing/collection staff
	General Expenses Total	20,197	20,667	25,575	19,962	25,500	25,500	25,500	25,500	
	Billing Total	69,331	88,538	94,504	70,330	118,699	118,699	118,699	118,699	A
Distribution										
02-4332-0622-1110	WD- Sal/Wages FT	172,644	174,043	174,481	139,414	172,564	172,564	172,564	172,564	7 FT split 50/50 Water Distribution/Sewer Collection (Incl 53rd payroll week)
02-4332-0622-1300	WD- Sal/Wages OT	20,564	28,077	21,000	25,394	21,000	21,000	21,000	21,000	ave OT rate = \$35/hr, 600 hours; added on-call for WD/SC/WWTP/PS (calls from dispatch or SCADA alarms; \$9,100)
02-4332-0622-1310	WD- Sal/Wages Stand-By			4,550	-	4,550	4,550	4,550	4,550	On-call for WD/SC/WWTP/PS (calls from dispatch or SCADA alarms)
02-4332-0622-1350	WD- FEMA Storm Related OT	688								
02-4332-0622-1400	WD- Longevity Pay	2,775	2,525	1,725	-	2,250	2,250	2,250	2,250	5 FT split 50/50 Water Distribution/Sewer Collection
	Salaries Total	196,671	204,645	201,756	164,808	200,364	200,364	200,364	200,364	
02-4332-0622-2100	WD- Health Insurance	58,188	66,670	77,231	62,314	84,751	84,751	81,301	81,301	9.78 %increase
02-4332-0622-2110	WD- Dental Insurance	4,998	5,121	5,491	4,430	5,492	5,492	5,101	5,101	No increase
02-4332-0622-2120	WD- Life Insurance	188	205	210	170	210	210	210	210	No increase
02-4332-0622-2200	WD- FICA	12,828	12,262	12,509	9,711	12,423	12,423	12,423	12,423	Based on wages: 6.2%
02-4332-0622-2210	WD- Medicare	3,000	2,868	2,925	2,271	2,905	2,905	2,905	2,905	Based on wages: 1.45%
02-4332-0622-2300	WD- Retirement Town	16,511	16,944	19,763	15,788	21,579	21,579	21,579	21,579	Based on wages: 10.77%
02-4332-0622-2600	WD- Workers Comp Insurance	6,858	5,594	6,066	6,065	6,551	6,551	6,551	6,551	Based on estimate from Primex
	Benefits Total	102,571	109,664	124,194	100,749	133,910	133,910	130,069	130,068	
02-4332-0622-4300	WD- Building Maintenance	5,259	7,664	6,000	1,769	6,000	6,000	6,000	6,000	5 water pumping stations; upgrades around buildings
02-4332-0622-4309	WD- Brush Cutting	1,615	2,500	2,500	-	2,500	2,500	2,500	2,500	Skinner Spring, WTP lagoons
02-4332-0622-4311	WD- Equipment Maintenance	3,890	5,427	6,000	2,757	6,000	6,000	6,000	6,000	Pumps, generators, misc equipment
02-4332-0622-4312	WD- Road Repairs	9,006	7,788	8,000	4,814	8,000	8,000	8,000	8,000	Trench patch, materials, crushing
02-4332-0622-4320	WD- Vehicle Maintenance (Incl t	4,668	6,766	4,000	2,509	4,000	4,000	4,000	4,000	10 vehicles, 3 trailers split 50/50 Water Distribution/Sewer Collection
02-4332-0622-4370	WD- System Maintenance	16,944	18,810	37,000	25,929	25,000	20,000	20,000	37,000	Hydrants, taps, risers
02-4332-0622-5265	WD- Licenses	-	760	800	15	800	800	800	800	Distribution licenses
02-4332-0622-5310	WD- Mobile Communication	220	240	533		480	480	480	480	2 MiFi's (50%)
02-4332-0622-5327	WD- General Hand Tools	1,223	1,047	1,500	259	1,500	1,500	1,500	1,500	Drills&bits, taps, dies, ratchet wrenches
02-4332-0622-5610	WD- Safety Equipment			1,250	646	2,250	2,250	2,250	1,250	Pending new asbestos pipe OSHA standards
02-4332-0622-5671	WD- Uniforms	1,642	2,144	2,145	1,410	2,145	2,145	2,145	2,145	6 split 50/50 WD/SC

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02-4332-0622-5681	WD- GIS Software	5,100	4,924	5,840	1,464	5,840	5,840	5,840	5,840	Software revisions/maintenance; (estimate, too far to guarantee any price), (\$13,000 to buy then \$1,200 per year); added handheld and software agreement with TiSales
02-4332-0622-5759	WD- Metering & Back Flow	68,391	68,194	43,100	34,781	65,000	65,000	65,000	43,100	Meter test/recertification bench, large meter rebuild kits (overdue), Back Flow device testing
02-4332-0622-5760	WD- Pump Station & Towers	17,989	16,147	15,000	4,930	15,000	15,000	15,000	15,000	Pumps, I/O cards, check valve rebuilds, fuses/breakers
02-4332-0622-5875	WD- General Equipment Purchase			6,000	5,098	-	-	-	6,000	Removed for 2014 Budget
02-4332-0622-6210	WD- Natural Gas	5,823	4,077	8,500	6,265	8,500	8,500	8,500	8,500	Heating/generator fuel
02-4332-0622-6220	WD- Electricity	34,046	37,014	42,000	27,014	42,000	42,000	42,000	42,000	Water Pumping Stations and towers
02-4332-0622-6260	WD- Fuel	12,046	13,171	11,075	11,956	11,075	11,075	11,075	11,075	Propane
	General Expenses Total	187,862	196,673	201,243	131,616	206,090	201,090	201,090	201,190	
	Distribution Total	487,104	510,982	527,194	397,173	540,364	535,364	531,523	531,622	A
Treatment										
02-4335-0623-1110	WT- Sal/Wages FT	204,845	207,107	209,167	176,872	214,337	214,337	214,337	214,337	4 FT (Incl 53rd payroll week)
02-4335-0623-1300	WT- Sal/Wages OT	33,484	34,401	19,075	12,627	19,075	19,075	19,075	19,075	
02-4335-0623-1310	WT- Sal/Wages Stand-By			9,100	-	9,100	9,100	9,100	9,100	added on-call for WTP (calls from dispatch or SCADA alarms; \$9,100)
02-4335-0623-1350	WT- FEMA Storm Related OT	30								
02-4335-0623-1400	WT- Longevity Pay	1,500	1,500	1,500	-	1,500	1,500	1,500	1,500	Per contract
	Salaries Total	239,859	243,008	238,842	189,499	244,012	244,012	244,012	244,012	
02-4335-0623-2100	WT- Health Insurance	79,053	78,283	82,080	67,823	88,249	88,249	88,249	88,249	9.78 %increase
02-4335-0623-2110	WT- Dental Insurance	5,547	5,362	5,426	4,522	5,426	5,426	5,426	5,426	No increase
02-4335-0623-2120	WT- Life Insurance	293	288	288	240	288	288	288	288	No increase
02-4335-0623-2200	WT- FICA	14,139	14,414	14,808	11,238	15,129	15,129	15,129	15,129	Based on wages: 6.2%
02-4335-0623-2210	WT- Medicare	3,307	3,371	3,463	2,628	3,538	3,538	3,538	3,538	Based on wages: 1.45%
02-4335-0623-2300	WT- Retirement Town	21,763	21,385	23,391	18,247	26,280	26,280	26,280	26,280	Based on wages: 10.77%
02-4335-0623-2600	WT- Workers Comp Insurance	6,856	5,593	6,064	6,064	6,549	6,549	6,549	6,549	Based on estimate from Primex
	Benefits Total	130,958	128,696	135,520	110,762	145,459	145,459	145,459	145,459	
02-4335-0623-4300	WT- Building Maintenance	5,901	6,247	7,000	3,731	7,000	7,000	7,000	7,000	3 buildings; fix office mold issues
02-4335-0623-4311	WT- Equipment Maintenance	24,365	50,513	16,500	11,106	16,500	16,500	16,500	16,500	Analyzer, chem metering pump, valve motor control card maintenance
02-4335-0623-5080	WT-Supplies - Lab Equip	6,849	4,768	7,695	5,116	7,695	7,695	7,695	7,695	extra water quality testing
02-4335-0623-5200	WT- Consulting	12,640	1,495	5,000	-	5,000	1	1	5,000	Hydraulic model revisions, flushing plans, control services, new reg compliance
02-4335-0623-5202	WT- Software Equip/Contracted	17,339	5,106	5,000	5,179	5,000	5,000	5,000	5,000	Maint. Service for SCADA/Telemetry
02-4335-0623-5265	WT- Licenses	50	2,087	1,750	345	1,750	1,750	1,750	1,750	
02-4335-0623-5310	WT- Mobile Communication	398	433	963		876	876	876	876	WTP Operations Supervisor cellphone and WTP Ipad for SCADA
02-4335-0623-5341	WT- Drug/Alcohol Testing	-	598	600	316	600	600	600	600	License fees moved here from Education/Training
02-4335-0623-5610	WT- Safety Equipment	-	2,794	800	982	1,300	1,300	1,300	800	

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02-4335-0623-5671	WT- Uniforms	2,063	2,114	2,100	1,231	2,100	2,100	2,100	2,100	
02-4335-0623-5740	WT- Software Agreement	-	13,022	13,500	-	13,500	13,500	13,500	13,500	SCADA Software upgrades (reclass from Contracted Svs above)
02-4335-0623-5756	WT- Dam Registrations	2,300	2,300	2,300	-	2,300	2,300	2,300	2,300	
02-4335-0623-5757	WT-Property Taxes	3,085	3,117	3,700	1,559	3,700	3,700	3,700	3,700	
02-4335-0623-5984	WT- Lab testing	30,031	17,375	20,500	12,178	20,500	20,500	20,500	20,500	Coliform bacteria, Org. Carbon, Volatile&Synthetic Org. Carbon; new UCMR2 water testing
02-4335-0623-5985	WT- Chemicals	152,677	156,132	168,000	97,343	148,000	148,000	148,000	168,000	9 chemicals used; chemicals for alkalinity feed system \$13k
02-4335-0623-6210	WT- Natural Gas	16,827	14,894	20,000	11,233	20,000	20,000	20,000	20,000	heating/generator fuel
02-4335-0623-6220	WT- Electricity	84,817	73,929	95,000	63,792	95,000	95,000	95,000	95,000	Pumps, lights, etc.
02-4335-0623-6260	WT- Fuel	2,587	-	1,800	1,146	1,800	1,800	1,800	1,800	
02-4335-0623-7620	WT- Phone Lease - Alarms	-	-	2,300	-	-	-	-	2,300	
	General Expenses Total	361,929	356,924	374,508	215,257	352,621	347,622	347,622	374,421	
	Treatment Total	732,746	728,628	748,871	515,518	742,092	737,093	737,093	763,892	A
Debt Service										
02-4711-0625-8113	DS- Water Tank SRF Principle	149,806	154,828	160,018	160,018	165,381	165,381	165,381	165,381	2028 Final payment
02-4711-0625-8119	DS- Water Line Replacement	-	154,336	153,700	153,700	153,700	153,700	153,700	153,700	2021 Final payment
02-4711-0625-8120	DS- Portsmouth Av Waterline Principle					16,184	16,184	16,184	16,184	2023 Final payment
02-4711-0625-8121	DS- Waste Stream Reduction					56,925	56,925	56,925	56,925	2018 Final payment
	Water Debt Service Principle Total	149,806	309,164	313,718	313,718	392,190	392,190	392,190	392,190	
02-4721-0626-8153	DS- Water Tank SRF Interest	120,940	115,919	110,729	110,729	105,365	105,365	105,365	105,365	2028 Final payment
02-4721-0626-8159	DS- Water Line Replacement Int	-	50,752	44,494	44,494	39,883	39,883	39,883	39,883	2021 Final payment
02-4721-0626-8160	DS- Portsmouth Av Waterline Interest					9,064	9,064	9,064	9,064	2023 Final payment
02-4721-0626-8161	DS- Waste Stream Reduction					2,761	2,761	2,761	2,761	2018 Final payment
	Water Debt Service Interest Total	120,940	166,671	155,223	155,223	157,073	157,073	157,073	157,073	
	Debt Service Total	270,746	475,834	468,941	468,941	549,263	549,263	549,263	549,263	A
Capital Outlay										
02-4900-0627-7420	CO- Capital Outlay - Vehicle	-	23,152	21,532	21,532	94,161	57,221	57,221		See separate list - BRC pay thru reserves
02-4900-0627-7425	CO- WTP Upgrades/Maintenance	154,329	88,997	35,000	17,172	35,000	35,000	35,000	35,000	Lagoon cleaning, clarifier repair and replacements (remove replacements)
02-4900-0627-7443	CO- Boilers	-	20,610	-	-					
02-4900-0627-7445	CO- WTP Roof	-	41,150	-	-					
02-4900-0627-7xxx	CO - Hampton Rd Tank Rehab						102,448	102,448		BRC wants it spent out of reserves
02-4900-0627-7449	CO- WTP Capital			65,000	9,901	43,000	43,000	43,000	43,000	2 mag meters, 2 modulation valves, reservoir aeration
	Capital Outlay Total	154,329	173,909	121,532	48,605	172,161	237,669	237,669	78,000	A
Water Appropriations from Reserves										

Town of Exeter											
Water Fund											
Preliminary Budget FY 2014											
DRAFT											Version # 3
					2013 Actual Expense thru 10/31/13	2014 Budget Prelim		2014 BRC Budget Proposal	2014 BOS Proposed Budget	2014 Prelim Default	
Account Number	Description	2011 Actual	2012 Actual	2013 Budget							Explanation
02-4901-0962-5878	WF- Appropriation from Reserve	47,500									\$ 102,448 - Hampton Road Tank, All CO and Debt Service payment- request of BRC to BOS to use reserves to pay
	Water Appropriation from Res	47,500	-	-	-	-		-	-	-	
	Water Fund Total	2,087,541	2,297,344	2,302,127	1,762,009	2,486,789		2,542,298	2,538,457	2,409,813	A