

Town of Hanover
Tax Assessing
Department Budget FY2017 (July 1, 2016 - June 30, 2017)

	<u>FY13ACT</u>	<u>FY14ACT</u>	<u>FY15ACT</u>	<u>FY16BUDG</u>	<u>Proposed FY17BUDG</u>	<u>% Change FY16 Budget to FY17 Budget</u>
<u>Revenues</u>						
Transfer from Capital Reserve Fund	15,000	-	-	-	-	-
Total Revenues	15,000	-	-	-	-	-
<u>Expenditures</u>						
Personnel Costs						
Assessing-Full Time	152,747	158,096	161,272	166,248	156,274	-6.0%
Total Personnel	152,747	158,096	161,272	166,248	156,274	-6.0%
Non-Personnel Costs						
Purchased Services	-	1,212	61	900	500	-44.4%
Supplies and Materials	1,211	1,519	2,254	1,860	1,980	6.5%
Other Program Support	1,900	1,917	2,220	2,010	2,010	0.0%
Professional Development	644	765	575	1,000	1,500	50.0%
Interdepartmental Charges	8,700	8,050	13,000	(2,827)	9,760	-445.2%
Revaluation Program Expenditures	15,281	-	-	-	-	-
Transfer to Capital Reserve Fund	5,000	10,000	1,500	-	10,000	-
Total Non-Personnel	32,737	23,463	19,610	2,943	25,750	775.0%
Total Expenditures	185,483	181,560	180,883	169,191	182,024	7.6%
Net Expenditures/Net (Revenues)	170,483	181,560	180,883	169,191	182,024	7.6%

Town of Hanover
Management Information Services
Department Budget FY2017 (July 1, 2016 - June 30, 2017)

	<u>FY13ACT</u>	<u>FY14ACT</u>	<u>FY15ACT</u>	<u>FY16BUDG</u>	<u>Proposed FY17BUDG</u>	<u>% Change FY16 Budget to FY17 Budget</u>
<u>Revenues</u>						
Conduit Licensing Fees	-	-	4,771	5,000	5,713	14.3%
Total Revenues	-	-	4,771	5,000	5,713	14.3%
<u>Expenditures</u>						
Personnel Costs						
MIS Salaries	125,870	131,982	136,116	141,271	146,072	3.4%
Total Personnel	125,870	131,982	136,116	141,271	146,072	3.4%
Non-Personnel Costs						
Internet Connectivity and Web Site	17,087	13,721	9,836	10,200	10,500	2.9%
Software Maintenance and Upgrades	83,390	128,484	143,943	141,915	241,950	70.5%
Computer Upgrades and Replacements	48,847	56,519	32,704	42,200	49,100	16.4%
Purchased Services	1,035	1,594	2,870	2,000	2,000	0.0%
Supplies and Materials	7,613	5,358	3,472	4,300	4,300	0.0%
Professional Development	333	441	449	1,650	1,650	0.0%
Interdepartmental Charges	(138,643)	(178,744)	(153,641)	(170,560)	(256,755)	50.5%
Total Non-Personnel	19,661	27,373	39,632	31,705	52,745	66.4%
Total Expenditures	145,531	159,355	175,749	172,976	198,817	14.9%
Net Expenditures	145,531	159,355	170,978	167,976	193,104	15.0%

**Town of Hanover
Human Resources
Department Budget FY2017 (July 1, 2016 - June 30, 2017)**

	<u>FY13ACT</u>	<u>FY14ACT</u>	<u>FY15ACT</u>	<u>FY16BUDG</u>	<u>Proposed FY17BUDG</u>	<u>% Change FY16 Budget to FY17 Budget</u>
<u>Revenues</u>						
Wellness Initiative Grant	500	600	500	-	-	-
Total Revenues	500	600	500	-	-	-
<u>Expenditures</u>						
Personnel Costs						
Human Resources Full Time Salaries	132,134	156,820	153,106	167,617	172,915	3.2%
Total Personnel	132,134	156,820	153,106	167,617	172,915	3.2%
Non-Personnel Costs						
Purchased Services	15,950	36,400	10,337	3,000	3,000	0.0%
Supplies and Materials	4,766	2,873	2,687	4,300	4,300	0.0%
Professional Development	1,073	652	248	2,770	2,100	-24.2%
Interdepartmental Charges	-	800	-	-	-	-
Total Non-Personnel Costs	21,789	40,725	13,272	10,070	9,400	-6.7%
Total Expenditures	153,923	197,545	166,378	177,687	182,315	2.6%
Net Expenditures	153,423	196,945	165,878	177,687	182,315	2.6%

Town of Hanover
Planning and Zoning
Department Budget FY2017 (July 1, 2016 - June 30, 2017)

	<u>FY13ACT</u>	<u>FY14ACT</u>	<u>FY15ACT</u>	<u>FY16BUDG</u>	<u>Proposed FY17BUDG</u>	<u>% Change FY16 Budget to FY17 Budget</u>
Planning and Zoning						
<u>Revenues</u>						
Building Permits	194,540	281,397	361,026	280,000	320,000	14.3%
Zoning Permits	26,295	13,538	25,141	16,000	21,500	34.4%
Planning Board and Zoning Board Fees	18,244	32,537	24,986	14,000	19,500	39.3%
Other Miscellaneous Revenues	1,036	2,002	1,891	1,200	1,200	0.0%
Payments from Others for Expedited Services	6,375	-	-	-	-	-
Total Revenues Planning and Zoning	246,490	329,474	413,044	311,200	362,200	16.4%
<u>Expenditures</u>						
<u>Personnel Costs</u>						
Full Time Salaries	284,287	186,894	201,208	292,005	399,037	36.7%
Part Time Salaries	101,517	102,596	87,961	96,573	59,628	-38.3%
Overtime	9,525	11,937	17,107	6,000	5,000	-16.7%
Total Personnel	395,330	301,427	306,275	394,578	463,665	17.5%
<u>Non-Personnel Costs</u>						
Purchased Services	30,559	3,187	1,896	3,082	3,100	0.6%
Supplies and Materials	12,005	17,859	13,297	8,800	10,100	14.8%
Other Program Support	23,420	33,391	40,338	18,950	19,850	4.7%
Professional Development	3,511	4,674	2,947	3,600	4,000	11.1%
Interdepartmental Charges	2,600	947	1,600	1,600	7,900	393.8%
Expedited Code Review	6,375	-	-	-	-	-
Total Non-Personnel Costs	78,469	60,057	60,079	36,032	44,950	24.8%
Total Expenditures Planning and Zoning	473,798	361,483	366,354	430,610	508,615	18.1%
Net Expenditures/(Revenues)	227,308	32,010	(46,689)	119,410	146,415	22.6%

Town of Hanover
Planning and Zoning
Department Budget FY2017 (July 1, 2016 - June 30, 2017)

	<u>FY13ACT</u>	<u>FY14ACT</u>	<u>FY15ACT</u>	<u>FY16BUDG</u>	<u>Proposed FY17BUDG</u>	<u>% Change FY16 Budget to FY17 Budget</u>
Conservation Commission						
<u>Revenues</u>						
Land Use Change Tax Revenues	56,500	65,950	20,000	10,000	10,000	0.0%
Other Miscellaneous Revenues	248	-	351	-	-	-
Total Revenues Conservation Commission	56,748	65,950	20,351	10,000	10,000	0.0%
<u>Expenditures</u>						
Other Program Support	6,700	7,277	5,570	11,800	21,800	84.7%
Transfer to Designated Reserve	-	-	-	-	-	-
Transfer to Conservation Fund	15,203	32,925	10,000	5,000	5,000	0.0%
Transfer to Trust Fund	15,203	32,925	10,000	5,000	5,000	0.0%
Total Expenditures Conservation Commission	37,106	73,127	25,570	21,800	31,800	45.9%
Net Expenditures/(Revenues)	(19,642)	7,177	5,219	11,800	21,800	84.7%

Town of Hanover
Administrative Services
Department Budget FY2017 (July 1, 2016 - June 30, 2017)

	<u>FY13ACT</u>	<u>FY14ACT</u>	<u>FY15ACT</u>	<u>FY16BUDG</u>	<u>Proposed FY17BUDG</u>	<u>% Change FY16 Budget to FY17 Budget</u>
Revenues						
Motor Vehicle Registration Fees	1,198,001	1,271,946	1,363,780	1,284,000	1,348,565	5.0%
Town Clerk Permit, License and Other Fees	21,820	27,275	26,807	21,900	26,400	20.5%
Total Revenues	1,219,821	1,299,221	1,390,587	1,305,900	1,374,965	5.3%
Expenditures						
Personnel Costs						
Financial Administration-Full Time	225,630	234,136	240,099	244,234	252,820	3.5%
Town Clerk's Office /Tax Collection-Full Time	121,548	123,073	114,120	106,763	112,360	5.2%
Election Support-Part Time	3,500	3,500	6,786	7,760	7,760	0.0%
Allocation of Town Clerk Staffing to Parking	-	-	(20,528)	(21,353)	(28,090)	31.6%
Total Personnel	350,678	360,709	340,477	337,404	344,850	2.2%
Financial Administration						
Purchased Services	8,558	13,374	14,058	14,675	14,425	-1.7%
Supplies and Materials	6,718	18,349	7,436	6,895	7,165	3.9%
Other Program Support	3,347	3,347	3,347	3,347	3,528	5.4%
Professional Development	642	527	369	850	1,350	58.8%
Interdepartmental Charges	14,821	9,850	9,813	10,024	61,310	511.6%
Total Financial Administration	34,086	45,446	35,022	35,791	87,778	145.3%
Town Clerk and Tax Collector						
Purchased Services	4,508	2,736	3,972	5,100	6,625	29.9%
Supplies and Materials	12,038	10,935	10,308	11,761	12,600	7.1%
Other Program Support	1,002	348	892	900	1,200	33.3%
Professional Development	-	219	-	700	700	0.0%
Interdepartmental Charges	16,200	13,000	18,430	11,656	12,009	3.0%
Transfer to Transportation Improvement Fund	33,965	33,870	34,263	34,000	34,000	0.0%
Total Town Clerk and Tax Collector	67,713	61,109	67,865	64,117	67,134	4.7%
Total Non-Personnel	101,798	106,555	102,888	99,908	154,912	55.1%
Activity Totals						
Financial Administration	259,715	279,583	275,122	280,025	340,598	21.6%
Town Clerk and Tax Collector	192,761	187,681	168,243	157,287	159,164	1.2%
Total Expenditures	452,476	467,264	443,364	437,312	499,762	14.3%
Net Expenditures/Net (Revenues)	(767,345)	(831,957)	(947,223)	(868,588)	(875,203)	0.8%

Town of Hanover
Unallocated
Department Budget FY2017 (July 1, 2016 - June 30, 2017)

	<u>FY13ACT</u>	<u>FY14ACT</u>	<u>FY15BUDG</u>	<u>FY15ACT</u>	<u>FY16BUDG</u>	<u>Proposed FY17BUDG</u>	<u>% Change FY16 Budget to FY17 Budget</u>
<u>Revenues</u>							
Taxes							
Municipal General Fund Tax Levy	8,329,334	8,665,194	8,938,366	8,931,903	9,215,719	9,434,000	2.4%
Overlay and Tax Credits	(108,500)	(108,152)	(113,000)	(86,992)	(103,000)	(104,000)	1.0%
Interest on Delinquent Taxes	53,673	63,002	52,000	58,945	63,000	63,000	0.0%
Yield Tax	10,662	10,904	10,000	16,786	11,800	11,800	0.0%
Payments in Lieu of Taxes	115,883	119,993	124,062	126,062	127,723	131,347	2.8%
Total Taxes	8,401,052	8,750,941	9,011,428	9,046,704	9,315,242	9,536,147	2.4%
NH State Grants and Payments							
NH Meals and Rooms Tax Allocation	505,473	502,186	545,500	544,879	585,000	550,000	-6.0%
Total State Grants and Payments	505,473	502,186	545,500	544,879	585,000	550,000	-6.0%
Investment Income							
Short Term Interest	26,096	25,384	35,000	26,253	35,000	35,000	0.0%
Total Investment Income	26,096	25,384	35,000	26,253	35,000	35,000	0.0%
Other							
Undesignated Fund Balance Used	87,335	-	185,000	-	314,000	177,000	-43.6%
Miscellaneous Income	12,469	7,214	10,000	8,760	10,000	9,000	-10.0%
Transfers from Designated Funds	40,000	-	-	-	241,920	6,000	-97.5%
Total Other	139,804	7,214	195,000	8,760	565,920	192,000	-66.1%
Grand Total Revenues	9,072,424	9,285,725	9,786,928	9,626,595	10,501,162	10,313,147	-1.8%
<u>Expenditures</u>							
Employee Benefits							
Section 125 Benefits	1,445,385	1,506,646	1,630,800	1,521,166	1,549,403	1,522,699	-1.7%
Social Security and Medicare	389,635	391,546	432,600	415,614	457,760	466,123	1.8%
NHRS Retirement Contribution	623,053	775,674	849,750	783,664	893,659	868,554	-2.8%
Workers Compensation	105,071	128,216	118,453	142,311	130,000	95,000	-26.9%
Other Employee Benefits	5,771	10,409	632	11,697	25,927	26,397	1.8%
Benefits Allocated to Other Funds	(86,451)	(90,945)	(117,453)	(177,921)	(131,705)	(133,249)	1.2%
Total Employee Benefits	2,482,465	2,721,546	2,914,782	2,696,530	2,925,044	2,845,524	-2.7%

Town of Hanover
Unallocated
Department Budget FY2017 (July 1, 2016 - June 30, 2017)

	<u>FY13ACT</u>	<u>FY14ACT</u>	<u>FY15BUDG</u>	<u>FY15ACT</u>	<u>FY16BUDG</u>	<u>Proposed FY17BUDG</u>	<u>% Change FY16 Budget to FY17 Budget</u>
Allocation of Administrative Costs							
Charges of Administrative Overhead to Other Funds	(490,123)	(501,454)	(502,460)	(502,460)	(512,509)	(521,534)	1.8%
Total Allocation of Administrative Costs	(490,123)	(501,454)	(502,460)	(502,460)	(512,509)	(521,534)	1.8%
Capital Costs							
Debt Service-Principal and Interest	210,446	207,258	203,838	203,839	200,614	197,314	-1.6%
Purchase of Property	-	-	-	-	500,000	-	-100.0%
Total Capital Costs	210,446	207,258	203,838	203,839	700,614	197,314	-71.8%
Other Expenditures							
Property/Liability Insurance	91,751	28,638	90,000	84,855	90,000	75,000	-16.7%
Legal Services	75,725	62,178	74,000	115,823	75,000	75,000	0.0%
Total Professional Services	167,476	90,816	164,000	200,679	165,000	150,000	-9.1%
Total Non-Personnel	(112,201)	(203,380)	(134,622)	(97,943)	353,105	(174,220)	-149.3%
Activity Totals							
Employee Benefits	2,482,465	2,721,546	2,914,782	2,696,530	2,925,044	2,845,524	-2.7%
Allocation of Administrative Costs	(490,123)	(501,454)	(502,460)	(502,460)	(512,509)	(521,534)	1.8%
Capital Costs	210,446	207,258	203,838	203,839	700,614	197,314	-71.8%
Other Expenditures	167,476	90,816	164,000	200,679	165,000	150,000	-9.1%
Total Expenditures	2,370,263	2,518,166	2,780,160	2,598,587	3,278,149	2,671,304	-18.5%
Net Expenditures/Net (Revenues)	(6,702,161)	(6,767,559)	(7,006,768)	(7,028,008)	(7,223,013)	(7,641,843)	5.8%

Town of Hanover
Town Manager and Select Board
Department Budget FY2017 (July 1, 2016 - June 30, 2017)

	<u>FY13ACT</u>	<u>FY14ACT</u>	<u>FY15ACT</u>	<u>FY16BUDG</u>	<u>Proposed FY17BUDG</u>	<u>% Change FY16 Budget to FY17 Budget</u>
<u>Revenues</u>						
Cable TV Franchise Fees	98,010	105,008	112,389	110,000	114,000	3.6%
Gift & Miscellaneous Revenues	55,086	-	-	-	-	-
Total Revenues	153,096	105,008	112,389	110,000	114,000	3.6%
<u>Expenditures</u>						
Personnel Costs						
Board Stipends and Recording Secretary	5,499	5,041	4,987	7,000	7,000	0.0%
Town Manager Full Time Salaries	191,207	203,591	200,976	203,914	210,331	3.1%
Total Personnel	196,705	208,632	205,962	210,914	217,331	3.0%
Non-Personnel Costs						
Select Board						
Purchased Services	40,385	40,840	36,840	39,850	40,850	2.5%
Supplies and Materials	9,398	8,243	12,560	5,500	5,500	0.0%
Other Program Support	19,581	19,987	20,481	21,203	21,870	3.1%
Cultural and Other Special Programs	2,789	3,685	8,897	4,000	4,000	0.0%
CATV- Public Cable Support	50,000	50,000	50,000	50,000	50,000	0.0%
Total Select Board	122,153	122,754	128,777	120,553	122,220	1.4%
Town Manager						
Purchased Services	274	1,208	1,240	1,100	1,250	13.6%
Supplies and Materials	1,004	2,414	3,590	1,700	1,700	0.0%
Professional Development	1,034	1,551	95	1,500	1,500	0.0%
Interdepartmental Charges	5,800	800	-	-	800	-
Total Town Manager	8,112	5,972	4,926	4,300	5,250	22.1%
Total Non-Personnel	130,265	128,727	133,703	124,853	127,470	2.1%
Activity Totals						
Select Board	127,651	127,796	133,764	127,553	129,220	1.3%
Town Manager	199,319	209,564	205,901	208,214	215,581	3.5%
Total Expenditures	326,970	337,359	339,666	335,767	344,802	2.7%
Net Expenditures	173,874	232,351	227,277	225,767	230,802	2.2%