



**Town of Cape Elizabeth, Maine
Budget
Fiscal Year 2020
July 1, 2019-June 30, 2020**

Fiscal Year 2020
Proposed Budget

GENERAL FUND REVENUES		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
307	INTEREST/LATECHARGES	\$ 29,000	\$ 32,799	\$ 29,000	\$ 29,000	\$ 29,000	\$ 29,000	\$ 29,000	\$ -	0.0%
318	EXCISE TAXES	\$ 2,020,000	\$ 2,186,038	\$ 2,095,000	\$ 2,240,339	\$ 2,150,000	\$ 2,200,000	\$ 2,200,000	\$ 50,000	2.3%
320	REGISTRATION FEES	\$ 24,500	\$ 24,897	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	0.0%
321	CLERKS FEES	\$ 15,000	\$ 14,261	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0.0%
324	POLICE FINES AND FEES	\$ 6,000	\$ 7,153	\$ 7,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	0.0%
325	LIBRARY FINES/FEES	\$ -	\$ 315	\$ -	\$ 30	\$ 100	\$ 150	\$ 100	\$ -	0.0%
502	LIBRARY COPIER FEES	\$ -	\$ 1,214	\$ -	\$ 960	\$ 1,000	\$ 1,200	\$ 1,200	\$ 200	20.0%
505	LIBRARY INCOME - ART SALES	\$ -	\$ -	\$ -	\$ 15	\$ 25	\$ -	\$ -	\$ (25)	-100.0%
326	MISCELLANEOUS REVENUES	\$ 96,518	\$ 94,576	\$ 90,000	\$ 70,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ -	0.0%
327	INVESTMENT INCOME	\$ 35,000	\$ 21,011	\$ 35,000	\$ 35,000	\$ 35,000	\$ 56,000	\$ 50,000	\$ 15,000	42.9%
329	MISCELLANEOUS FEDERAL REVENUE	\$ 100	\$ 199	\$ 100	\$ 108	\$ 100	\$ 100	\$ 100	\$ -	0.0%
331	STATE REVENUE SHARING	\$ 416,600	\$ 410,283	\$ 416,600	\$ 416,600	\$ 416,600	\$ 416,600	\$ 475,000	\$ 58,400	14.0%
332	MISCELLANEOUS STATE REVENUE	\$ 57,000	\$ 72,775	\$ 60,000	\$ 80,000	\$ 65,000	\$ 150,000	\$ 80,000	\$ 15,000	23.1%
333	USE OF SURPLUS	\$ 375,000	\$ 1,293	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ -	0.0%
335	RECYCLING AREA FEES	\$ 90,000	\$ 65,226	\$ 80,000	\$ 75,000	\$ 80,000	\$ 75,000	\$ 80,000	\$ -	0.0%
336	MDOT BLOCK GRANT	\$ 77,300	\$ 76,980	\$ 78,096	\$ 78,228	\$ 78,000	\$ 78,000	\$ 78,000	\$ -	0.0%
341	COMMUNITY SVCS-ADULT PROGRAMS	\$ 155,000	\$ 116,267	\$ 130,000	\$ 125,035	\$ 130,000	\$ 127,754	\$ 130,000	\$ -	0.0%
346	COMMUNITY CENTER BLDG RENTALS	\$ 33,000	\$ 36,300	\$ 35,000	\$ 35,145	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	0.0%
347	COMMUNITY SVCS-YOUTH PROGRAMS FEES	\$ 562,000	\$ 548,039	\$ 540,000	\$ 432,301	\$ 520,000	\$ 831,000	\$ 758,000	\$ 238,000	45.8%
364	COMMUNITY SVCS-CAPE CARE	\$ 248,000	\$ 252,286	\$ 250,000	\$ 274,815	\$ 275,000	\$ 320,000	\$ 326,000	\$ 51,000	18.5%
366	COMMUNITY SVCS-GRANT FROM THOMAS JORDAN	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	0.0%
367	COMMUNITY SVCS- CARRY FORWARD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
375	COMMUNITY SVCS-FITNESS CENTER FEES	\$ 49,000	\$ 55,647	\$ 45,000	\$ 57,200	\$ 55,000	\$ 58,470	\$ 60,000	\$ 5,000	9.1%
625	COMMUNITY SVCS-POOL FEES	\$ 204,250	\$ 182,498	\$ 197,000	\$ 205,670	\$ 206,182	\$ 248,600	\$ 250,000	\$ 43,818	21.3%
339	CABLE FRANCHISE FEE	\$ 150,000	\$ 140,629	\$ 150,433	\$ 160,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	0.0%
359	BOAT EXCISE TAXES	\$ 15,000	\$ 15,831	\$ 15,441	\$ 15,400	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0.0%
410	BUILDING PERMIT FEES	\$ 125,000	\$ 250,258	\$ 145,000	\$ 160,000	\$ 150,000	\$ 155,000	\$ 150,000	\$ -	0.0%
514	POLICE REIMBURSEMENTS	\$ 5,000	\$ 12,711	\$ 11,000	\$ 11,500	\$ 11,000	\$ 11,000	\$ 11,000	\$ -	0.0%
525	MOORING PERMITS	\$ 3,000	\$ 2,950	\$ 4,000	\$ 2,500	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0.0%
518	SPECIAL FUNDS OVERHEAD	\$ 80,000	\$ 89,367	\$ 80,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 90,000	\$ 5,000	5.9%
925	ASSESSING-SCARBOROUGH CONTRACT	\$ 53,732	\$ 31,786	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
337	OFFICERS ROW RENTALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
	Subtotal	\$ 4,950,000	\$ 4,768,589	\$ 4,933,670	\$ 5,035,846	\$ 5,032,007	\$ 5,587,874	\$ 5,513,400	\$ 481,393	9.6%
Expenditures by Department										
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
110	ADMINISTRATION	\$ 591,484	\$ 550,865	\$ 592,994	\$ 579,573	\$ 619,268	\$ 630,684	\$ 741,245	\$ 121,977	19.7%
120	ASSESSING/CODES PLANNING	\$ 451,415	\$ 370,244	\$ 388,345	\$ 388,345	\$ 396,743	\$ 396,884	\$ 402,330	\$ 5,587	1.4%
130	TOWN COUNCIL	\$ 500	\$ 180	\$ 500	\$ 100	\$ 500	\$ 100	\$ 500	\$ -	0.0%
135	LEGAL AND AUDIT	\$ 79,000	\$ 73,699	\$ 79,000	\$ 75,000	\$ 190,000	\$ 188,000	\$ 190,000	\$ -	0.0%
140	ELECTIONS	\$ 34,785	\$ 33,750	\$ 33,032	\$ 33,032	\$ 38,576	\$ 38,576	\$ 67,150	\$ 28,574	74.1%
150	BOARDS AND COMMISSIONS	\$ 24,506	\$ 6,356	\$ 19,506	\$ 11,300	\$ 19,506	\$ 11,900	\$ 19,506	\$ -	0.0%
530	PUBLIC INFORMATION	\$ 60,812	\$ 52,000	\$ 64,709	\$ 54,308	\$ 65,409	\$ 61,959	\$ 67,300	\$ 1,891	2.9%
	Subtotal General Government	\$ 1,242,502	\$ 1,087,094	\$ 1,178,086	\$ 1,141,658	\$ 1,330,002	\$ 1,328,103	\$ 1,488,031	\$ 158,029	11.9%
160	INSURANCE	\$ 105,000	\$ 103,054	\$ 106,500	\$ 104,500	\$ 108,000	\$ 113,000	\$ 120,000	\$ 12,000	11.1%
170	EMPLOYEE BENEFITS/HR SUPPORT	\$ 1,382,000	\$ 1,232,275	\$ 1,368,900	\$ 1,315,140	\$ 1,429,500	\$ 1,403,785	\$ 1,546,100	\$ 116,600	8.2%
180	DEBT SERVICE	\$ 1,368,908	\$ 1,228,908	\$ 1,368,908	\$ 1,368,908	\$ 1,684,002	\$ 1,684,003	\$ 1,644,886	\$ (39,116)	-2.3%
520	CONTRIBUTIONS	\$ 64,914	\$ 53,036	\$ 57,114	\$ 53,314	\$ 120,414	\$ 128,414	\$ 120,414	\$ -	0.0%
710	INTERGOVT. ASSESSMENTS	\$ 61,598	\$ 61,818	\$ 71,871	\$ 72,076	\$ 77,624	\$ 77,624	\$ 81,573	\$ 3,949	5.1%
	Subtotal-Nondistributed	\$ 2,982,420	\$ 2,679,091	\$ 2,973,293	\$ 2,913,938	\$ 3,419,540	\$ 3,406,826	\$ 3,512,973	\$ 93,433	2.7%
210	POLICE DEPARTMENT	\$ 1,324,242	\$ 1,263,687	\$ 1,353,331	\$ 1,347,836	\$ 1,477,465	\$ 1,458,923	\$ 1,512,806	\$ 35,341	2.4%
215	ANIMAL CONTROL	\$ 25,128	\$ 25,127	\$ 25,397	\$ 25,397	\$ 25,620	\$ 25,620	\$ 26,522	\$ 902	3.5%
220	PUBLIC SAFETY COMMUNICATIONS	\$ 182,775	\$ 177,775	\$ 193,093	\$ 190,000	\$ 192,593	\$ 192,593	\$ 198,274	\$ 5,681	2.9%
225	WETeam	\$ 24,267	\$ 10,037	\$ 24,767	\$ 14,550	\$ 24,392	\$ 16,775	\$ 21,150	\$ (3,242)	-13.3%
230	FIRE DEPARTMENT	\$ 355,541	\$ 283,533	\$ 368,440	\$ 278,919	\$ 460,212	\$ 445,091	\$ 665,302	\$ 205,090	44.6%
235	FIRE POLICE UNIT	\$ 13,504	\$ 7,231	\$ 14,004	\$ 8,100	\$ 14,204	\$ 13,400	\$ 13,227	\$ (977)	-6.9%
240	MISC. PUBLIC PROTECTION	\$ 158,000	\$ 148,110	\$ 158,816	\$ 157,616	\$ 160,158	\$ 155,734	\$ 166,801	\$ 6,643	4.1%
250	EMERGENCY PREPAREDNESS	\$ 4,652	\$ 4,144	\$ 4,712	\$ 3,734	\$ 4,986	\$ 4,736	\$ 5,075	\$ 89	1.8%

**Fiscal Year 2020
Proposed Budget**

	Subtotal-Public Safety	\$ 2,088,109	\$ 1,919,644	\$ 2,142,560	\$ 2,026,152	\$ 2,359,630	\$ 2,312,872	\$ 2,609,157	\$ 249,527	10.6%
310	PUBLIC WORKS	\$ 1,197,279	\$ 1,152,984	\$ 1,249,743	\$ 1,259,468	\$ 1,315,779	\$ 1,312,634	\$ 1,376,984	\$ 61,206	4.7%
320	REFUSE DISPOSAL/RECYCLING	\$ 504,126	\$ 440,169	\$ 459,761	\$ 493,689	\$ 517,068	\$ 521,440	\$ 640,609	\$ 123,541	23.9%
	Subtotal-Public Works	\$ 1,701,406	\$ 1,593,153	\$ 1,709,503	\$ 1,753,158	\$ 1,832,846	\$ 1,834,074	\$ 2,017,593	\$ 184,747	10.1%
410	HUMAN SERVICES	\$ 53,659	\$ 50,662	\$ 54,732	\$ 50,521	\$ 53,995	\$ 53,995	\$ 54,510	\$ 515	1.0%
510	LIBRARY	\$ 545,425	\$ 490,194	\$ 534,624	\$ 513,565	\$ 547,306	\$ 541,258	\$ 562,138	\$ 14,832	2.7%
600	FACILITIES MANAGEMENT	\$ 222,120	\$ 220,384	\$ 250,379	\$ 245,495	\$ 255,482	\$ 245,495	\$ 287,611	\$ 32,129	12.6%
610	TOWN HALL	\$ 21,998	\$ 19,551	\$ 23,141	\$ 17,134	\$ 23,141	\$ 17,134	\$ 22,000	\$ (1,141)	-4.9%
615	LIBRARY BUILDING	\$ 42,575	\$ 34,967	\$ 46,046	\$ 36,439	\$ 42,328	\$ 36,439	\$ 41,526	\$ (802)	-1.9%
620	TOWN CENTER FIRE STATION	\$ 21,414	\$ 14,337	\$ 27,323	\$ 20,372	\$ 25,372	\$ 20,372	\$ 25,460	\$ 88	0.3%
621	COMMUNITY CENTER BUILDING	\$ 148,953	\$ 105,088	\$ 154,850	\$ 69,554	\$ 74,950	\$ 69,554	\$ 81,954	\$ 7,004	9.3%
622	DONALD RICHARDS POOL FACILITY	\$ 272,606	\$ 251,226	\$ 223,145	\$ 178,487	\$ 224,157	\$ 178,487	\$ 227,437	\$ 3,280	1.5%
630	POLICE STATION	\$ 61,650	\$ 45,330	\$ 65,041	\$ 49,272	\$ 54,616	\$ 49,272	\$ 57,965	\$ 3,349	6.1%
631	CAPE COTTAGE FIRE STATION	\$ 6,449	\$ 4,467	\$ 6,735	\$ 5,598	\$ 6,735	\$ 5,598	\$ 6,735	\$ -	0.0%
	Subtotal-Facilities	\$ 797,765	\$ 695,350	\$ 796,660	\$ 622,351	\$ 706,781	\$ 622,351	\$ 750,688	\$ 43,907	6.2%
633	COMMUNITY SERVICES ADMINISTRATION	\$ 277,048	\$ 272,264	\$ 283,377	\$ 252,967	\$ 274,363	\$ 264,108	\$ 297,185	\$ 22,822	8.3%
634	FITNESS CENTER	\$ 56,743	\$ 74,367	\$ 57,017	\$ 61,314	\$ 61,888	\$ 56,444	\$ 64,372	\$ 2,484	4.0%
635	RICHARDS POOL PROGRAMS	\$ 220,444	\$ 225,546	\$ 223,037	\$ 221,037	\$ 231,724	\$ 241,320	\$ 234,225	\$ 2,501	1.1%
636	COMMUNITY SVCS ADULT PROGRAMS	\$ 117,883	\$ 97,226	\$ 121,260	\$ 113,745	\$ 119,614	\$ 94,437	\$ 112,248	\$ (7,366)	-6.2%
637	COMMUNITY SERVICES YOUTH PROGRAMS	\$ 401,715	\$ 426,785	\$ 410,515	\$ 460,875	\$ 419,799	\$ 463,082	\$ 492,057	\$ 72,258	17.2%
638	CAPE CARE	\$ 211,478	\$ 201,234	\$ 138,429	\$ 137,209	\$ 138,467	\$ 147,775	\$ 151,145	\$ 12,678	9.2%
640	PARKS & TOWN LANDS	\$ 114,831	\$ 78,151	\$ 109,006	\$ 105,805	\$ 109,103	\$ 107,580	\$ 121,421	\$ 12,318	11.3%
641	SCHOOL GROUNDS	\$ 163,047	\$ 130,380	\$ 167,085	\$ 162,714	\$ 170,678	\$ 168,663	\$ 183,215	\$ 12,537	7.3%
645	FORT WILLIAMS PARK	\$ 272,609	\$ 220,388	\$ 250,742	\$ 231,688	\$ 236,352	\$ 227,911	\$ 241,959	\$ 5,607	2.4%
660	TREES	\$ 74,432	\$ 33,361	\$ 69,824	\$ 39,024	\$ 25,613	\$ 40,618	\$ 25,838	\$ 225	0.9%
	Subtotal-Parks and Recreation	\$ 1,910,231	\$ 1,759,702	\$ 1,830,293	\$ 1,786,378	\$ 1,787,601	\$ 1,811,937	\$ 1,923,665	\$ 136,064	7.6%
715	CAPITAL PROJECTS	\$ 1,802,500	\$ 911,791	\$ 1,000,000	\$ 1,000,000	\$ 741,900	\$ 1,000,000	\$ 717,800	\$ (24,100)	-3.2%
	Grand Total	\$ 13,124,017	\$ 11,186,681	\$ 12,219,752	\$ 11,807,721	\$ 12,779,601	\$ 12,911,416	\$ 13,636,555	\$ 856,954	6.7%
	Expenditures by Object	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
	FULL TIME PAYROLL	\$ 3,183,400	\$ 3,077,869	\$ 3,213,738	\$ 3,176,639	\$ 3,395,264	\$ 3,407,317	\$ 3,630,478	\$ 235,214	7.3%
	PART TIME PAYROLL	\$ 844,914	\$ 745,276	\$ 840,913	\$ 839,207	\$ 939,442	\$ 913,679	\$ 1,148,761	\$ 209,319	24.9%
	OVERTIME	\$ 231,300	\$ 226,288	\$ 230,937	\$ 243,252	\$ 240,100	\$ 242,325	\$ 275,319	\$ 35,219	15.3%
		\$ 4,259,614	\$ 4,049,433	\$ 4,285,588	\$ 4,259,098	\$ 4,574,806	\$ 4,563,321	\$ 5,054,558	\$ 479,752	11.2%
	SOCIAL SECURITY	\$ 324,591	\$ 290,324	\$ 326,726	\$ 320,797	\$ 348,827	\$ 352,252	\$ 392,477	\$ 43,649	13.4%
	EMPLOYEE BENEFITS	\$ 1,382,000	\$ 1,232,153	\$ 1,368,900	\$ 1,315,140	\$ 1,429,500	\$ 1,403,785	\$ 1,546,100	\$ 116,600	8.5%
		\$ 1,706,591	\$ 1,522,477	\$ 1,695,626	\$ 1,635,937	\$ 1,778,327	\$ 1,756,037	\$ 1,938,577	\$ 160,249	9.5%
	TOTAL PERSONNEL	\$ 5,966,205	\$ 5,571,910	\$ 5,981,214	\$ 5,895,035	\$ 6,353,133	\$ 6,319,358	\$ 6,993,135	\$ 640,001	10.7%
	TELEPHONE	\$ 46,950	\$ 43,789	\$ 46,370	\$ 44,790	\$ 46,715	\$ 44,965	\$ 47,192	\$ 477	1.0%
	POWER	\$ 138,526	\$ 115,038	\$ 139,926	\$ 115,986	\$ 129,248	\$ 124,836	\$ 130,936	\$ 1,688	1.2%
	WATER & SEWER	\$ 33,137	\$ 32,827	\$ 39,724	\$ 36,724	\$ 40,868	\$ 36,414	\$ 40,696	\$ (172)	-0.4%
	PRINTING AND ADVERTISING	\$ 41,740	\$ 31,136	\$ 41,590	\$ 38,535	\$ 48,882	\$ 40,812	\$ 46,475	\$ (2,407)	-5.8%
	POSTAGE	\$ 16,290	\$ 16,554	\$ 14,920	\$ 13,400	\$ 13,900	\$ 14,278	\$ 14,939	\$ 1,039	7.0%
	MILEAGE REIMBURSEMENTS	\$ 35,750	\$ 31,617	\$ 41,900	\$ 40,890	\$ 36,980	\$ 32,263	\$ 33,380	\$ (3,600)	-8.6%
	CONFERENCES & MEETINGS	\$ 12,865	\$ 11,771	\$ 16,065	\$ 13,376	\$ 17,765	\$ 15,300	\$ 19,825	\$ 2,060	12.8%
	DUES & MEMBERSHIPS	\$ 38,213	\$ 29,875	\$ 36,806	\$ 31,726	\$ 42,149	\$ 39,604	\$ 46,783	\$ 4,634	12.6%
	TRAINING	\$ 73,750	\$ 46,383	\$ 82,000	\$ 78,350	\$ 95,560	\$ 85,480	\$ 77,988	\$ (17,572)	-21.4%
	PROFESSIONAL SERVICES	\$ 353,080	\$ 279,365	\$ 365,690	\$ 312,505	\$ 427,530	\$ 438,104	\$ 434,610	\$ 7,080	1.9%
	MISCELLANEOUS BOARDS	\$ 4,000	\$ 182	\$ 4,000	\$ 400	\$ 4,000	\$ 1,000	\$ 4,000	\$ -	0.0%
	TRASH DISPOSAL FEES	\$ 360,485	\$ 295,950	\$ 327,160	\$ 326,000	\$ 342,475	\$ 340,000	\$ 440,930	\$ 98,455	30.1%
	INTERNET FEES	\$ 11,000	\$ 8,247	\$ 11,000	\$ 8,300	\$ 13,000	\$ 9,000	\$ 13,000	\$ -	0.0%
	EQUIPMENT RENTAL	\$ 1,200	\$ 959	\$ 1,200	\$ 1,000	\$ 1,200	\$ 1,000	\$ 1,200	\$ -	0.0%
	UNIFORMS	\$ 23,810	\$ 23,341	\$ 26,235	\$ 24,335	\$ 30,235	\$ 29,235	\$ 34,235	\$ 4,000	15.2%
	EQUIPMENT MAINTENANCE	\$ 119,900	\$ 124,379	\$ 124,000	\$ 128,200	\$ 134,400	\$ 147,500	\$ 145,100	\$ 10,700	8.6%
	OFFICE EQUIPMENT/MAINT	\$ 73,475	\$ 71,700	\$ 79,499	\$ 79,237	\$ 81,807	\$ 80,207	\$ 87,825	\$ 6,018	7.6%
	BUILDING MAINTENANCE	\$ 225,076	\$ 202,489	\$ 237,966	\$ 219,320	\$ 243,573	\$ 235,000	\$ 278,553	\$ 34,980	14.7%
	MISC. CONTRACTUAL SERVICES	\$ 825,655	\$ 794,075	\$ 822,110	\$ 800,301	\$ 836,283	\$ 869,569	\$ 908,424	\$ 72,141	8.8%
	ROADS MAINTENANCE MATERIALS	\$ 216,350	\$ 154,230	\$ 218,550	\$ 215,888	\$ 225,650	\$ 210,735	\$ 229,800	\$ 4,150	1.9%
	ALARM SYSTEMS	\$ 3,400	\$ 2,023	\$ 2,550	\$ 2,350	\$ 2,550	\$ 2,150	\$ 2,550	\$ -	0.0%
	PHYSICALS AND SHOTS	\$ 3,800	\$ 1,808	\$ 3,800	\$ 2,000	\$ 5,400	\$ 2,200	\$ 4,900	\$ (500)	-13.2%
	INSURANCE	\$ 105,000	\$ 103,054	\$ 106,900	\$ 104,500	\$ 108,000	\$ 113,000	\$ 120,000	\$ 12,000	11.3%

**Fiscal Year 2020
Proposed Budget**

	DEBT SERVICE	\$ 1,368,908	\$ 1,228,908	\$ 1,368,908	\$ 1,368,908	\$ 1,684,002	\$ 1,684,003	\$ 1,644,886	\$ (39,116)	-2.9%
	HUMAN SERVICES	\$ 53,659	\$ 50,663	\$ 54,732	\$ 50,521	\$ 53,995	\$ 53,995	\$ 54,510	\$ 515	0.9%
	OFFICE SUPPLIES	\$ 145,650	\$ 136,008	\$ 73,222	\$ 73,217	\$ 71,750	\$ 61,905	\$ 69,150	\$ (2,600)	-3.6%
	GASOLINE/DIESEL FUEL	\$ 79,160	\$ 72,233	\$ 83,975	\$ 79,435	\$ 94,549	\$ 87,984	\$ 92,405	\$ (2,144)	-2.6%
	HEAT	\$ 125,178	\$ 107,773	\$ 143,915	\$ 107,214	\$ 143,494	\$ 139,500	\$ 144,264	\$ 770	0.5%
	MISC. SUPPLIES	\$ 40,875	\$ 31,000	\$ 41,985	\$ 33,752	\$ 43,910	\$ 43,566	\$ 44,710	\$ 800	1.9%
	BOOKS/AV ETC.	\$ 57,028	\$ 54,870	\$ 48,938	\$ 48,700	\$ 48,938	\$ 48,880	\$ 50,737	\$ 1,799	3.7%
	GROUND MATERIAL	\$ 63,450	\$ 28,442	\$ 56,300	\$ 56,009	\$ 55,950	\$ 55,950	\$ 59,050	\$ 3,100	5.5%
	OUTLAY	\$ 1,057,200	\$ 1,035,820	\$ 1,002,200	\$ 919,725	\$ 920,650	\$ 907,261	\$ 920,100	\$ (550)	-0.1%
	SCHOOL CONTRACTED	\$ 40,600	\$ 40,600	\$ 40,600	\$ 40,600	\$ 43,000	\$ 43,000	\$ 44,000	\$ 1,000	2.5%
	STREET LIGHTS	\$ 60,000	\$ 58,170	\$ 61,200	\$ 60,000	\$ 62,424	\$ 58,000	\$ 62,424	\$ -	0.0%
	HYDRANT RENTAL	\$ 90,000	\$ 84,029	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 96,500	\$ 6,500	7.2%
	CONTRIBUTIONS	\$ 64,914	\$ 53,036	\$ 57,114	\$ 53,314	\$ 120,414	\$ 128,414	\$ 120,414	\$ -	0.0%
	VOLUNTEER/STAFF APPRECIATION	\$ 6,000	\$ 3,606	\$ 6,000	\$ 3,800	\$ 6,000	\$ 7,200	\$ 6,000	\$ -	0.0%
	INTERGOVERNMENTAL AND OTHER	\$ 244,860	\$ 244,860	\$ 244,860	\$ 244,860	\$ 244,860	\$ 244,860	\$ 244,860	\$ -	0.0%
		\$ 12,227,139	\$ 11,222,720	\$ 12,144,724	\$ 11,763,202	\$ 12,965,240	\$ 12,886,528	\$ 13,810,486	\$ 845,246	7.0%
	Department Line Item Budget	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
110	ADMINISTRATION	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 382,444	\$ 369,111	\$ 377,112	\$ 377,112	\$ 384,657	\$ 413,900	\$ 489,310	\$ 104,653	27.2%
1003	OVERTIME	\$ 2,000	\$ -	\$ 2,000	\$ 500	\$ 2,000	\$ 500	\$ 2,000	\$ -	0.0%
1020	SOCIAL SECURITY	\$ 29,410	\$ 25,243	\$ 28,658	\$ 28,887	\$ 29,579	\$ 31,702	\$ 37,585	\$ 8,006	27.1%
	SUBTOTAL PERSONNEL	\$ 413,854	\$ 394,354	\$ 407,770	\$ 406,499	\$ 416,236	\$ 446,102	\$ 528,895	\$ 112,659	27.1%
2001	TELEPHONE	\$ 34,000	\$ 32,142	\$ 34,000	\$ 33,000	\$ 34,000	\$ 32,500	\$ 34,000	\$ -	0.0%
2004	PRINTING & ADVERTISING	\$ 10,000	\$ 9,436	\$ 10,000	\$ 9,500	\$ 15,300	\$ 12,000	\$ 15,300	\$ -	0.0%
2005	POSTAGE	\$ 11,000	\$ 10,912	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,300	\$ 12,000	\$ 1,000	9.1%
2006	TRAVEL	\$ 5,500	\$ 4,636	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,000	\$ 5,500	\$ -	0.0%
2007	DUES & MEMBERSHIPS	\$ 1,730	\$ 653	\$ 1,650	\$ 1,100	\$ 1,650	\$ 1,500	\$ 1,650	\$ -	0.0%
2008	TRAINING	\$ 1,800	\$ 72	\$ 1,800	\$ 400	\$ 1,800	\$ 1,800	\$ 1,800	\$ -	0.0%
2009	CONFERENCES & MEETINGS	\$ 3,600	\$ 3,442	\$ 4,600	\$ 4,400	\$ 4,600	\$ 4,400	\$ 4,600	\$ -	0.0%
2010	PROFESSIONAL SERVICES	\$ 6,000	\$ 7,664	\$ 6,000	\$ 6,000	\$ 6,000	\$ 4,500	\$ 6,000	\$ -	0.0%
2015	INTERNET-ON-LINE CHARGES	\$ 11,000	\$ 8,247	\$ 11,000	\$ 8,300	\$ 13,000	\$ 9,000	\$ 13,000	\$ -	0.0%
2016	RECORDS PRESERVATION	\$ 6,000	\$ 1,480	\$ 6,500	\$ 6,000	\$ 2,000	\$ 500	\$ 2,000	\$ -	0.0%
2034	OFFICE EQUIPMENT	\$ 1,000	\$ 359	\$ 1,000	\$ 1,000	\$ 1,000	\$ 600	\$ 1,000	\$ -	0.0%
2088	COMPUTER MAINTENANCE	\$ 29,000	\$ 28,355	\$ 30,000	\$ 30,000	\$ 30,000	\$ 29,000	\$ 35,000	\$ 5,000	16.7%
2200	SCHOOL NETWORK ASSISTANCE	\$ 41,000	\$ 41,000	\$ 46,174	\$ 46,174	\$ 48,482	\$ 48,482	\$ 49,500	\$ 1,018	2.1%
2300	BANK FEES	\$ 10,000	\$ 3,477	\$ 10,000	\$ 5,500	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
3001	OFFICE SUPPLIES	\$ 6,000	\$ 4,630	\$ 6,000	\$ 5,200	\$ 6,000	\$ 5,500	\$ 6,000	\$ -	0.0%
4021	TECHNOLOGY EQUIPMENT			\$ -		\$ 12,700	\$ 8,500	\$ 15,000	\$ 2,300	18.1%
	SUBTOTAL	\$ 177,630	\$ 156,505	\$ 185,224	\$ 173,074	\$ 203,032	\$ 184,582	\$ 212,350	\$ 9,318	4.6%
110	ADMINISTRATION	\$ 591,484	\$ 550,859	\$ 592,994	\$ 579,573	\$ 619,268	\$ 630,684	\$ 741,245	\$ 121,977	19.7%
120	ASSESSING/CODES/PLANNING	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 342,080	\$ 304,261	\$ 314,890	\$ 316,725	\$ 324,890	\$ 324,890	\$ 329,501	\$ 4,611	1.4%
1002	PART TIME PAYROLL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
1020	SOCIAL SECURITY	\$ 26,170	\$ 21,836	\$ 24,090	\$ 24,230	\$ 24,713	\$ 24,854	\$ 25,207	\$ 494	2.0%
	SUBTOTAL PERSONNEL	\$ 368,250	\$ 326,097	\$ 338,980	\$ 338,980	\$ 349,603	\$ 349,744	\$ 354,708	\$ 5,105	1.5%
2000	CELLULAR PHONE	\$ 1,800	\$ 1,909	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,872	\$ 72	4.0%
2004	PRINTING & ADVERTISING	\$ 1,100	\$ 243	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
2006	TRAVEL	\$ 7,500	\$ 6,731	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	0.0%
2007	DUES & MEMBERSHIPS	\$ 1,470	\$ 1,315	\$ 1,470	\$ 1,470	\$ 1,145	\$ 1,145	\$ 1,245	\$ 100	8.7%
2009	CONFERENCES & MEETINGS	\$ 3,320	\$ 3,156	\$ 3,320	\$ 3,320	\$ 3,320	\$ 3,320	\$ 4,080	\$ 760	22.9%
2010	PROFESSIONAL SERVICES	\$ 5,100	\$ 868	\$ 5,100	\$ 5,100	\$ 5,400	\$ 5,400	\$ 4,500	\$ (900)	-16.7%
2011	GIS MAINTENANCE	\$ 36,700	\$ 16,000	\$ 13,700	\$ 13,700	\$ 11,200	\$ 11,200	\$ 11,200	\$ -	0.0%
2018	PLANNING CONSULTING	\$ 4,000	\$ 1,884	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0.0%
2019	CODES TECHNICAL SUPPORT	\$ 17,800	\$ 9,119	\$ 6,600	\$ 6,600	\$ 6,600	\$ 6,600	\$ 6,600	\$ -	0.0%
2034	OFFICE EQUIP MAINTENANCE	\$ 1,825	\$ 1,726	\$ 1,825	\$ 1,825	\$ 1,825	\$ 1,825	\$ 1,825	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 1,000	\$ 794	\$ 1,000	\$ 1,000	\$ 1,300	\$ 1,300	\$ 1,300	\$ -	0.0%
3020	BOOKS/PUBLICATIONS	\$ 1,550	\$ 403	\$ 1,550	\$ 1,550	\$ 1,550	\$ 1,550	\$ 2,000	\$ 450	29.0%
	SUBTOTAL	\$ 83,165	\$ 44,148	\$ 49,365	\$ 49,365	\$ 47,140	\$ 47,140	\$ 47,622	\$ 482	1.0%
	TOTAL ACP	\$ 451,415	\$ 370,245	\$ 388,345	\$ 388,345	\$ 396,743	\$ 396,884	\$ 402,330	\$ 5,587	1.4%

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130	TOWN COUNCIL	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATED FY 2019	BUDGET FY 2020	\$ CHANGE FY 19 to FY 20	% CHANGE FY 19 to FY 20
2009	CONFERENCES AND MEETINGS	\$ 500	\$ 180	\$ 500	\$ 100	\$ 500	\$ 350	\$ 500	\$ -	0.0%
130	TOWN COUNCIL	\$ 500	\$ 180	\$ 500	\$ 100	\$ 500	\$ 100	\$ 500	\$ -	0.0%
135	LEGAL & AUDIT	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATED FY 2019	BUDGET FY 2020	\$ CHANGE FY 19 to FY 20	% CHANGE FY 19 to FY 20
2010	LEGAL SERVICES	\$ 45,000	\$ 41,600	\$ 45,000	\$ 45,000	\$ 155,000	\$ 155,000	\$ 155,000	\$ -	0.0%
2011	AUDIT SERVICES	\$ 34,000	\$ 32,100	\$ 34,000	\$ 30,000	\$ 35,000	\$ 33,000	\$ 35,000	\$ -	0.0%
135	LEGAL AND AUDIT	\$ 79,000	\$ 73,700	\$ 79,000	\$ 75,000	\$ 190,000	\$ 188,000	\$ 190,000	\$ -	0.0%
140	ELECTIONS	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATED FY 2019	BUDGET FY 2020	\$ CHANGE FY 19 to FY 20	% CHANGE FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 23,000	\$ 22,521	\$ 21,200	\$ 21,200	\$ 25,690	\$ 25,690	\$ 50,710	\$ 25,020	97.4%
1020	SOCIAL SECURITY	\$ 1,685	\$ 1,707	\$ 1,622	\$ 1,622	\$ 1,926	\$ 1,926	\$ 3,840	\$ 1,914	99.4%
	SUBTOTAL PERSONNEL	\$ 24,685	\$ 24,228	\$ 22,822	\$ 22,822	\$ 27,616	\$ 27,616	\$ 54,550	\$ 26,934	97.5%
2004	PRINTING AND ADVERTISING	\$ 4,150	\$ 2,837	\$ 3,550	\$ 3,550	\$ 4,300	\$ 4,300	\$ 3,550	\$ (750)	-17.4%
2010	PROFESSIONAL SERVICES	\$ 4,800	\$ 3,391	\$ 5,510	\$ 5,510	\$ 5,510	\$ 5,510	\$ 7,600	\$ 2,090	37.9%
3001	OFFICE SUPPLIES	\$ 1,150	\$ 3,293	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,450	\$ 300	26.1%
4001	OUTLAY								\$ -	0.0%
	SUBTOTAL	\$ 10,100	\$ 9,521	\$ 10,210	\$ 10,210	\$ 10,960	\$ 10,960	\$ 12,600	\$ 1,640	15.0%
140	ELECTIONS	\$ 34,785	\$ 33,749	\$ 33,032	\$ 33,032	\$ 38,576	\$ 38,576	\$ 67,150	\$ 28,574	74.1%
150	BOARDS AND COMMISSIONS	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATED FY 2019	BUDGET FY 2020	\$ CHANGE FY 19 to FY 20	% CHANGE FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 4,000	\$ 2,370	\$ 4,000	\$ 3,300	\$ 4,000	\$ 2,600	\$ 4,000	\$ -	0.0%
1020	SOCIAL SECURITY	\$ 306	\$ 197	\$ 306	\$ 200	\$ 306	\$ 200	\$ 306	\$ -	0.0%
	SUBTOTAL PERSONNEL	\$ 4,306	\$ 2,567	\$ 4,306	\$ 3,500	\$ 4,306	\$ 2,800	\$ 4,306	\$ -	0.0%
2009	CONFERENCES AND MEETINGS	\$ 200	\$ -	\$ 200	\$ -	\$ 200	\$ -	\$ 200	\$ -	0.0%
2060	ARTS COMMISSION/ARTS SUPPORT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
2066	PLANNING BOARD	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ 200	\$ 2,000	\$ -	0.0%
2070	CONSERVATION COMMISSION	\$ 1,000	\$ 150	\$ 1,000	\$ 300	\$ 1,000	\$ 300	\$ 1,000	\$ -	0.0%
2080	RECYCLING COMMITTEE	\$ 1,000	\$ 32	\$ 1,000	\$ 100	\$ 1,000	\$ 500	\$ 1,000	\$ -	0.0%
2081	SPECIAL COMMITTEES/GOALS IMPLEMENTATION	\$ 10,000	\$ -	\$ 5,000	\$ 3,600	\$ 5,000	\$ 900	\$ 5,000	\$ -	0.0%
2090	VOLUNTEER/STAFF APPRECIATION	\$ 6,000	\$ 3,606	\$ 6,000	\$ 3,800	\$ 6,000	\$ 7,200	\$ 6,000	\$ -	0.0%
	SUBTOTAL	\$ 20,200	\$ 3,788	\$ 15,200	\$ 7,800	\$ 15,200	\$ 9,100	\$ 15,200	\$ -	0.0%
150	BOARDS AND COMMISSIONS	\$ 24,506	\$ 6,355	\$ 19,506	\$ 11,300	\$ 19,506	\$ 11,900	\$ 19,506	\$ -	0.0%
160	INSURANCE	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATED FY 2019	BUDGET FY 2020	\$ CHANGE FY 19 to FY 20	% CHANGE FY 19 to FY 20
2089	MISCELLANEOUS INSURANCE	\$ 102,000	\$ 103,054	\$ 103,500	\$ 103,500	\$ 105,000	\$ 112,000	\$ 117,000	\$ 12,000	11.4%
2091	SELF INSURANCE/DISASTER RECOVERY	\$ 3,000	\$ -	\$ 3,000	\$ 1,000	\$ 3,000	\$ 1,000	\$ 3,000	\$ -	0.0%
160	INSURANCE	\$ 105,000	\$ 103,054	\$ 106,500	\$ 104,500	\$ 108,000	\$ 113,000	\$ 120,000	\$ 12,000	11.1%
170	EMPLOYEE BENEFITS/HR SUPPORT	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATED FY 2019	BUDGET FY 2020	\$ CHANGE FY 19 to FY 20	% CHANGE FY 19 to FY 20
1021	ME STATE RETIREMENT	\$ 190,000	\$ 143,864	\$ 195,700	\$ 180,000	\$ 211,400	\$ 211,400	\$ 234,000	\$ 22,600	10.7%
1023	ICMA 401A PLAN-(RETIREMENT)	\$ 198,000	\$ 203,128	\$ 202,000	\$ 202,000	\$ 208,000	\$ 208,000	\$ 220,000	\$ 12,000	5.8%
1024	DISABILITY PLAN	\$ 19,600	\$ 18,306	\$ 19,600	\$ 19,600	\$ 21,000	\$ 19,600	\$ 22,000	\$ 1,000	4.8%
1025	HEALTH INSURANCE	\$ 780,000	\$ 715,903	\$ 750,000	\$ 750,000	\$ 787,300	\$ 787,300	\$ 860,000	\$ 72,700	9.2%
1026	WORKERS COMPENSATION	\$ 130,000	\$ 114,785	\$ 140,000	\$ 115,000	\$ 140,000	\$ 120,000	\$ 140,000	\$ -	0.0%
1030	GROUP LIFE INSURANCE	\$ 1,600	\$ 1,547	\$ 1,600	\$ 1,600	\$ 1,800	\$ 1,700	\$ 1,900	\$ 100	5.6%
1031	UNEMPLOYMENT COMP	\$ 6,600	\$ 1,671	\$ 3,000	\$ 6,940	\$ 3,000	\$ 9,485	\$ 10,200	\$ 7,200	240.0%
1032	VACATION-SICK ACCRUAL	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	0.0%
1033	SALARY-WAGE ADJ. ACCT- PAY STUDY	\$ 7,000	\$ -	\$ 7,000	\$ -	\$ 7,000	\$ 1,500	\$ 7,000	\$ -	0.0%
1035	WELLNESS PROGRAM	\$ 4,200	\$ 3,073	\$ 5,000	\$ 4,000	\$ 5,000	\$ 4,800	\$ 5,000	\$ -	0.0%
2010	HR PROFESSIONAL SERVICES	\$ 40,000	\$ 29,876	\$ 40,000	\$ 36,000	\$ 40,000	\$ 40,000	\$ 41,000	\$ 1,000	2.5%
170	EMPLOYEE BENEFITS	\$ 1,382,000	\$ 1,232,153	\$ 1,368,900	\$ 1,315,140	\$ 1,429,500	\$ 1,403,785	\$ 1,546,100	\$ 116,600	8.2%
180	DEBT SERVICE	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATED FY 2019	BUDGET FY 2020	\$ CHANGE FY 19 to FY 20	% CHANGE FY 19 to FY 20
	PRINCIPAL									
	1999 POOL AND PUBLIC WORKS GARAGE PROJEC	\$ 290,000	\$ 290,000	\$ 290,000	\$ 290,000	\$ 290,000	\$ 290,000	\$ 285,000	\$ (5,000)	-1.7%
	PUBLIC SAFETY BUILDINGS	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	0.0%
	NEW COMMUNITY CENTER-2012 REFINANCE	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ -	0.0%
	SEWER/ROAD REHABILITATION 2006	\$ 94,500	\$ 94,500	\$ 94,500	\$ 94,500	\$ 94,500	\$ 94,500	\$ 94,500	\$ -	0.0%

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	TOWN CENTER/OTHER- 2008	\$ 106,488	\$ 106,488	\$ 106,488	\$ 106,488	\$ 102,392	\$ 102,392	\$ 102,392	\$ -	0.0%
	LIBRARY PROJECT 2015	\$ 189,563	\$ 189,563	\$ 189,566	\$ 189,566	\$ 189,566	\$ 189,566	\$ 189,566	\$ -	0.0%
	RECYCLING AND POOL IMPROVEMENTS	\$ 140,000	\$ -	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ -	0.0%
	PUBLIC WORKS / PUBLIC SAFETY LEASE PURCH					\$ 315,948	\$ 315,948	\$ 283,231	\$ (32,717)	0.0%
	TOTAL PRINCIPAL	\$ 1,100,551	\$ 960,551	\$ 1,100,554	\$ 1,100,554	\$ 1,407,406	\$ 1,407,406	\$ 1,369,689	\$ (37,717)	-2.7%
	INTEREST									
	1999 POOL AND PUBLIC WORKS GARAGE PROJEC	\$ 26,325	\$ 26,325	\$ 19,438	\$ 19,438	\$ 11,825	\$ 11,825	\$ 3,919	\$ (7,906)	-66.9%
	PUBLIC SAFETY BUILDINGS	\$ 22,600	\$ 22,600	\$ 18,600	\$ 18,600	\$ 14,600	\$ 14,600	\$ 10,200	\$ (4,400)	-30.1%
	NEW COMMUNITY CENTER	\$ 10,700	\$ 10,700	\$ 9,100	\$ 9,100	\$ 7,500	\$ 7,500	\$ 5,625	\$ (1,875)	-25.0%
	SEWER/ROAD REHABILITATION 2006	\$ 45,077	\$ 45,077	\$ 40,352	\$ 40,352	\$ 31,194	\$ 31,194	\$ 26,385	\$ (4,809)	-15.4%
	TOWN CENTER/OTHER- 2008	\$ 48,441	\$ 48,441	\$ 44,714	\$ 44,714	\$ 40,880	\$ 40,880	\$ 37,040	\$ (3,840)	-9.4%
	LIBRARY PROJECT 2015	\$ 114,214	\$ 114,214	\$ 110,422	\$ 110,422	\$ 104,734	\$ 104,735	\$ 99,048	\$ (5,686)	-5.4%
	RECYCLING CENTER AND POOL IMPROVEMENTS	\$ -	\$ -	\$ 89,170	\$ 89,170	\$ 62,650	\$ 62,650	\$ 57,050	\$ (5,600)	-8.9%
	PUBLIC WORKS / PUBLIC SAFETY LEASE PURCH					\$ 2,213	\$ 2,213	\$ 34,930	\$ 32,717	1478.4%
	TOTAL INTEREST	\$ 267,357	\$ 267,357	\$ 331,796	\$ 331,796	\$ 275,596	\$ 275,597	\$ 274,197	\$ (1,399)	-0.5%
	PAYING AGENT FEES	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
	DEBT STABILIZATION FUND (From Unused FY 2017)	\$ -	\$ -	\$ (64,442)	\$ (64,442)	\$ -	\$ -	\$ -	\$ -	0.0%
	LESS FROM COMMUNITY SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
	DEBT SERVICE	\$ 1,368,908	\$ 1,228,908	\$ 1,368,908	\$ 1,368,908	\$ 1,684,002	\$ 1,684,003	\$ 1,644,886	\$ (39,116)	-2.3%
210	POLICE DEPARTMENT	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 963,564	\$ 961,106	\$ 987,832	\$ 987,832	\$ 1,078,659	\$ 1,078,659	\$ 1,102,711	\$ 24,052	2.2%
1002	PART TIME PAYROLL	\$ 25,200	\$ 22,361	\$ 25,668	\$ 25,668	\$ 26,634	\$ 26,500	\$ 26,836	\$ 202	0.8%
1003	OVERTIME PAYROLL	\$ 112,000	\$ 111,899	\$ 104,860	\$ 104,860	\$ 107,000	\$ 107,000	\$ 116,487	\$ 9,487	8.9%
1010	SPECIAL ASSIGNMENTS	\$ 10,000	\$ 7,576	\$ 10,192	\$ 10,192	\$ 11,600	\$ 10,200	\$ 14,112	\$ 2,512	21.7%
1020	SOCIAL SECURITY	\$ 84,973	\$ 78,965	\$ 86,334	\$ 86,334	\$ 93,628	\$ 93,159	\$ 96,402	\$ 2,774	3.0%
	SUBTOTAL PERSONNEL	\$ 1,195,737	\$ 1,181,907	\$ 1,214,886	\$ 1,214,886	\$ 1,317,521	\$ 1,313,518	\$ 1,356,548	\$ 39,027	3.0%
2004	PRINTING AND ADVERTISING	\$ 3,000	\$ 483	\$ 3,000	\$ 3,000	\$ 4,525	\$ 3,285	\$ 4,525	\$ -	0.0%
2007	DUES AND MEMBERSHIPS	\$ 1,000	\$ 940	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,700	\$ 700	70.0%
2008	TRAINING	\$ 37,600	\$ 19,934	\$ 39,200	\$ 39,200	\$ 41,700	\$ 40,750	\$ 50,988	\$ 9,288	22.3%
2009	CONFERENCES AND MEETINGS	\$ 1,500	\$ 1,042	\$ 1,500	\$ 1,500	\$ 2,000	\$ 1,565	\$ 4,300	\$ 2,300	115.0%
2010	CONTRACTED CRIME LAB SERVICES	\$ 6,000	\$ 5,770	\$ 6,000	\$ 6,000	\$ 6,000	\$ 5,700	\$ 4,985	\$ (1,015)	-16.9%
2032	VEHICLE MAINTENANCE	\$ 13,155	\$ 10,684	\$ 14,155	\$ 12,250	\$ 14,155	\$ 14,155	\$ 15,000	\$ 845	6.0%
2033	RADIO MAINTENANCE	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ 1,000	\$ 2,000	\$ -	0.0%
2062	MISC. CONTRACT. SVCS.	\$ 12,800	\$ 9,814	\$ 12,800	\$ 11,350	\$ 14,750	\$ 12,940	\$ 12,800	\$ (1,950)	-13.2%
2063	COURSE REIMBURSEMENTS	\$ 8,000	\$ 1,638	\$ 14,000	\$ 14,000	\$ 23,860	\$ 18,000	\$ 11,000	\$ (12,860)	-53.9%
3001	OFFICE SUPPLIES	\$ 3,400	\$ 2,816	\$ 3,400	\$ 3,400	\$ 3,400	\$ 3,290	\$ 3,400	\$ -	0.0%
3002	GASOLINE	\$ 20,000	\$ 15,744	\$ 21,340	\$ 19,200	\$ 22,770	\$ 20,900	\$ 21,560	\$ (1,210)	-5.3%
3004	UNIFORMS	\$ 5,850	\$ 3,589	\$ 5,850	\$ 5,850	\$ 9,584	\$ 8,620	\$ 9,800	\$ 216	2.3%
3005	MINOR EQUIPMENT	\$ 14,200	\$ 9,306	\$ 14,200	\$ 14,200	\$ 14,200	\$ 14,200	\$ 14,200	\$ -	0.0%
	SUBTOTAL	\$ 128,505	\$ 81,760	\$ 138,445	\$ 132,950	\$ 159,944	\$ 145,405	\$ 156,258	\$ (3,686)	-2.3%
210	POLICE DEPARTMENT	\$ 1,324,242	\$ 1,263,667	\$ 1,353,331	\$ 1,347,836	\$ 1,477,465	\$ 1,458,923	\$ 1,512,806	\$ 35,341	2.4%
215	ANIMAL CONTROL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2010	CONTRACTED SVCS. WITH SOUTH PORTLAND	\$ 12,687	\$ 12,687	\$ 12,776	\$ 12,776	\$ 12,999	\$ 12,999	\$ 13,630	\$ 631	4.9%
2062	ANIMAL FEES- ANIMAL REFUGE LEAGUE	\$ 12,441	\$ 12,441	\$ 12,621	\$ 12,621	\$ 12,621	\$ 12,621	\$ 12,892	\$ 271	2.1%
3006	MISCELLANEOUS SUPPLIES									0.0%
215	ANIMAL CONTROL	\$ 25,128	\$ 25,128	\$ 25,397	\$ 25,397	\$ 25,620	\$ 25,620	\$ 26,522	\$ 902	3.5%
220	PUBLIC SAFETY COMMUNICATIONS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2010	CONTRACTED DISPATCHING WITH PORTLAND	\$ 182,775	\$ 177,776	\$ 193,093	\$ 190,000	\$ 192,593	\$ 192,593	\$ 198,274	\$ 5,681	2.9%
2023	MISCELLANEOUS SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
	SUBTOTAL	\$ 182,775	\$ 177,776	\$ 193,093	\$ 190,000	\$ 192,593	\$ 192,593	\$ 198,274	\$ 5,681	2.9%
220	DISPATCHING	\$ 182,775	\$ 177,776	\$ 193,093	\$ 190,000	\$ 192,593	\$ 192,593	\$ 198,274	\$ 5,681	2.9%
225	WETeam	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 12,000	\$ 2,979	\$ 12,000	\$ 6,000	\$ 12,000	\$ 6,000	\$ 10,000	\$ (2,000)	-16.7%
1020	SOCIAL SECURITY	\$ 1,017	\$ 269	\$ 1,017	\$ 450	\$ 1,017	\$ 800	\$ 800	\$ (217)	-21.3%
	SUBTOTAL PERSONNEL	\$ 13,017	\$ 3,248	\$ 13,017	\$ 6,450	\$ 13,017	\$ 6,800	\$ 10,800	\$ (2,217)	-17.0%
2000	CELLULAR TELEPHONES	\$ 200	\$ 200	\$ 200	\$ 200	\$ 225	\$ 225	\$ 200	\$ (25)	-11.1%

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2008	TRAINING	\$ 1,200	\$ 901	\$ 1,200	\$ 900	\$ 1,200	\$ 1,000	\$ 1,000	\$ (200)	-16.7%
2032	VEHICLE MAINTENANCE	\$ 2,000	\$ 1,679	\$ 2,500	\$ 2,400	\$ 2,500	\$ 2,000	\$ 2,500	\$ -	0.0%
2033	RADIO MAINTENANCE	\$ 3,000	\$ 2,245	\$ 3,000	\$ 2,000	\$ 2,500	\$ 2,500	\$ 2,000	\$ (500)	-20.0%
2034	EQUIPMENT MAINTENANCE	\$ 1,200	\$ 297	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,000	\$ 1,200	\$ -	0.0%
2071	PHYSICALS AND SHOTS	\$ 600	\$ -	\$ 600	\$ 100	\$ 600	\$ 200	\$ 300	\$ (300)	-50.0%
3002	GASOLINE	\$ 500	\$ 35	\$ 500	\$ 100	\$ 600	\$ 500	\$ 600	\$ -	0.0%
3004	UNIFORMS	\$ 1,800	\$ 1,182	\$ 1,800	\$ 900	\$ 1,800	\$ 1,800	\$ 1,800	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 750	\$ 250	\$ 750	\$ 300	\$ 750	\$ 750	\$ 750	\$ -	0.0%
4001	OUTLAY									
	SUBTOTAL	\$ 11,250	\$ 6,789	\$ 11,750	\$ 8,100	\$ 11,375	\$ 9,972	\$ 10,350	\$ (1,025)	-9.0%
225	WETeam	\$ 24,267	\$ 10,037	\$ 24,767	\$ 14,550	\$ 24,392	\$ 16,775	\$ 21,150	\$ (3,242)	-13.3%
230	FIRE DEPARTMENT	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 81,980	\$ 81,994	\$ 83,619	\$ 83,619	\$ 85,291	\$ 85,291	\$ 87,626	\$ 2,335	2.7%
1002	PART TIME PAYROLL	\$ 113,500	\$ 68,788	\$ 113,500	\$ 85,000	\$ 209,500	\$ 190,000	\$ 359,500	\$ 150,000	71.6%
1012	HYDRANT SHOVELING	\$ 3,500	\$ 1,673	\$ 3,500	\$ 1,700	\$ 3,500	\$ 1,200	\$ 3,500	\$ -	0.0%
1020	SOCIAL SECURITY	\$ 15,221	\$ 11,133	\$ 15,221	\$ 10,000	\$ 22,552	\$ 26,000	\$ 41,176	\$ 18,624	82.6%
	SUBTOTAL PERSONNEL	\$ 214,201	\$ 163,588	\$ 215,840	\$ 180,319	\$ 313,512	\$ 302,491	\$ 491,802	\$ 178,290	56.9%
2000	CELLULAR TELEPHONES	\$ 1,940	\$ 1,521	\$ 2,000	\$ 1,600	\$ 2,500	\$ 3,000	\$ 3,000	\$ 500	20.0%
2007	DUES AND MEMBERSHIPS	\$ 8,500	\$ 4,284	\$ 9,000	\$ 5,000	\$ 9,000	\$ 7,000	\$ 9,000	\$ -	0.0%
2008	TRAINING	\$ 6,000	\$ 4,659	\$ 6,000	\$ 5,000	\$ 6,000	\$ 4,000	\$ 9,000	\$ 3,000	50.0%
2009	CONFERENCES AND MEETINGS	\$ 500	\$ 150	\$ 500	\$ 200	\$ 500	\$ 100	\$ 500	\$ -	0.0%
2032	VEHICLE MAINTENANCE	\$ 20,000	\$ 21,655	\$ 44,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 30,000	\$ 5,000	20.0%
2033	RADIO/PAGER MAINTENANCE	\$ 8,000	\$ 6,159	\$ 8,000	\$ 6,200	\$ 12,000	\$ 23,000	\$ 12,000	\$ -	0.0%
2034	EQUIPMENT MAINTENANCE	\$ 12,000	\$ 9,364	\$ 14,000	\$ 7,500	\$ 14,000	\$ 12,000	\$ 14,000	\$ -	0.0%
2071	PHYSICALS AND SHOTS	\$ 1,600	\$ 883	\$ 1,600	\$ 900	\$ 3,200	\$ 1,000	\$ 3,000	\$ (200)	-6.3%
3002	GASOLINE	\$ 9,500	\$ 4,933	\$ 9,500	\$ 5,500	\$ 9,500	\$ 6,000	\$ 9,500	\$ -	0.0%
3004	UNIFORMS	\$ 14,000	\$ 14,908	\$ 16,000	\$ 15,000	\$ 20,000	\$ 19,000	\$ 24,000	\$ 4,000	20.0%
3005	MINOR EQUIPMENT	\$ 46,700	\$ 39,078	\$ 28,000	\$ 20,000	\$ 30,000	\$ 28,000	\$ 45,000	\$ 15,000	50.0%
3006	MISCELLANEOUS SUPPLIES	\$ 11,500	\$ 10,291	\$ 12,500	\$ 5,400	\$ 13,500	\$ 13,000	\$ 13,000	\$ (500)	-3.7%
3007	FIRE PREVENTION SUPPLIES	\$ 1,100	\$ 2,055	\$ 1,500	\$ 1,300	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
		\$ 141,340	\$ 119,940	\$ 152,600	\$ 98,600	\$ 146,700	\$ 142,600	\$ 173,500	\$ 26,800	18.3%
230	FIRE DEPARTMENT	\$ 355,541	\$ 283,528	\$ 368,440	\$ 278,919	\$ 460,212	\$ 445,091	\$ 665,302	\$ 205,090	44.6%
235	FIRE POLICE UNIT	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 9,800	\$ 4,241	\$ 9,800	\$ 6,000	\$ 10,000	\$ 9,600	\$ 9,500	\$ (500)	-5.0%
1020	SOCIAL SECURITY	\$ 704	\$ 433	\$ 704	\$ 600	\$ 704	\$ 800	\$ 727	\$ 23	3.3%
3006	MISCELLANEOUS SUPPLIES	\$ 3,000	\$ 2,557	\$ 3,500	\$ 1,500	\$ 3,500	\$ 3,000	\$ 3,000	\$ (500)	-14.3%
		\$ 13,504	\$ 7,231	\$ 14,004	\$ 8,100	\$ 14,204	\$ 13,400	\$ 13,227	\$ (977)	-6.9%
240	MISC. PUBLIC PROTECTION	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL-HARBORMASTER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
1020	SOCIAL SECURITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
	SUBTOTAL PERSONNEL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
2010	HARBORMASTER- SCARBOROUGH CONTRACT	\$ 5,500	\$ 5,500	\$ 5,616	\$ 5,616	\$ 5,734	\$ 5,734	\$ 5,877	\$ 143	2.5%
2074	STREET LIGHTS	\$ 60,000	\$ 58,170	\$ 61,200	\$ 60,000	\$ 62,424	\$ 58,000	\$ 62,424	\$ -	0.0%
2075	HYDRANT RENTAL	\$ 90,000	\$ 84,029	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 96,500	\$ 6,500	7.2%
3006	HARBOR ENFORCEMENT EXP.	\$ 1,000	\$ -	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ -	0.0%
3007	COMMUNITY LIAISON EXPENSES	\$ 1,500	\$ 411	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
240	MISC. PUBLIC PROTECTION	\$ 158,000	\$ 148,110	\$ 158,816	\$ 157,616	\$ 160,158	\$ 155,734	\$ 166,801	\$ 6,643	4.1%
250	EMERGENCY PREPAREDNESS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 2,940	\$ 3,014	\$ 3,000	\$ 3,000	\$ 3,074	\$ 3,074	\$ 3,145	\$ 71	2.3%
1020	SOCIAL SECURITY	\$ 212	\$ 231	\$ 212	\$ 234	\$ 212	\$ 212	\$ 240	\$ 28	13.2%
	SUBTOTAL PERSONNEL	\$ 3,152	\$ 3,245	\$ 3,212	\$ 3,234	\$ 3,286	\$ 3,276	\$ 3,375	\$ 89	2.7%
2033	RADIO MAINTENANCE	\$ 1,000	\$ 900	\$ 1,000	\$ 500	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 500	\$ -	\$ 500	\$ -	\$ 500	\$ 250	\$ 500	\$ -	0.0%
	SUBTOTAL	\$ 1,500	\$ 900	\$ 1,500	\$ 500	\$ 1,700	\$ 1,450	\$ 1,700	\$ -	0.0%
250	EMERGENCY PREPAREDNESS	\$ 4,652	\$ 4,145	\$ 4,712	\$ 3,734	\$ 4,986	\$ 4,736	\$ 5,075	\$ 89	1.8%
310	PUBLIC WORKS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20

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1001	FULL TIME PAYROLL	\$ 585,465	\$ 585,311	\$ 615,340	\$ 615,300	\$ 630,170	\$ 630,000	\$ 675,405	\$ 45,235	7.2%
1002	PART TIME PAYROLL	\$ 5,690	\$ 5,301	\$ 5,800	\$ 5,000	\$ 6,000	\$ 5,800	\$ 6,250	\$ 250	4.2%
1003	OVERTIME PAYROLL	\$ 104,000	\$ 101,955	\$ 110,200	\$ 105,000	\$ 112,700	\$ 110,000	\$ 125,000	\$ 12,300	10.9%
1020	SOCIAL SECURITY	\$ 53,179	\$ 50,938	\$ 55,948	\$ 55,485	\$ 57,289	\$ 57,054	\$ 61,709	\$ 4,421	7.7%
	SUBTOTAL PERSONNEL	\$ 748,334	\$ 743,505	\$ 787,288	\$ 780,785	\$ 806,159	\$ 802,854	\$ 868,364	\$ 62,206	7.7%
2000	CELLULAR TELEPHONES	\$ 2,360	\$ 2,400	\$ 2,520	\$ 2,340	\$ 2,340	\$ 2,340	\$ 2,520	\$ 180	7.7%
2002	POWER	\$ 13,000	\$ 12,631	\$ 13,000	\$ 13,000	\$ 13,000	\$ 12,500	\$ 12,500	\$ (500)	-3.8%
2003	WATER AND SEWER	\$ 5,500	\$ 5,251	\$ 7,000	\$ 7,000	\$ 7,200	\$ 7,200	\$ 6,200	\$ (1,000)	-13.9%
2004	PRINTING AND ADVERTISING	\$ 800	\$ 872	\$ 800	\$ 800	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
2007	DUES AND MEMBERSHIPS	\$ 385	\$ 395	\$ 385	\$ 400	\$ 400	\$ 400	\$ 625	\$ 225	56.3%
2008	TRAINING & ALLOWANCES	\$ 16,650	\$ 17,937	\$ 17,000	\$ 17,000	\$ 19,000	\$ 19,000	\$ 2,500	\$ (16,500)	-86.8%
2009	CONFERENCES AND MEETINGS	\$ 400	\$ 212	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ -	0.0%
2021	EQUIPMENT RENTAL	\$ 1,000	\$ 959	\$ 1,200	\$ 1,000	\$ 1,200	\$ 1,000	\$ 1,200	\$ -	0.0%
2022	UNIFORM RENTAL	\$ 4,650	\$ 4,086	\$ 4,755	\$ 4,755	\$ 4,755	\$ 4,755	\$ 4,755	\$ -	0.0%
2025	SAFETY EQUIPMENT	\$ 11,200	\$ 11,373	\$ 11,445	\$ 11,400	\$ 11,500	\$ 11,000	\$ 12,950	\$ 1,450	12.6%
2032	EQUIPMENT MAINTENANCE	\$ 88,000	\$ 103,594	\$ 90,000	\$ 105,000	\$ 100,000	\$ 115,000	\$ 110,000	\$ 10,000	10.0%
2033	RADIO EQUIPMENT MAINTENANCE	\$ 1,500	\$ 1,479	\$ 1,500	\$ 1,400	\$ 1,500	\$ 2,000	\$ 1,750	\$ 250	16.7%
2036	TRAFFIC SIGNAL MAINTENANCE	\$ 1,200	\$ 1,690	\$ 1,200	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
2038	CONTRACTED STORM DRAIN MAINTENANCE	\$ 22,000	\$ 17,648	\$ 22,000	\$ 20,110	\$ 22,000	\$ 17,500	\$ 28,000	\$ 6,000	27.3%
2038	CONTRACTED SNOW PLOWING SERV.	\$ 27,100	\$ 25,970	\$ 27,100	\$ 27,100	\$ 42,000	\$ 42,000	\$ 43,000	\$ 1,000	2.4%
2039	PAVEMENT MARKINGS	\$ 25,000	\$ -	\$ 26,500	\$ 26,760	\$ 28,000	\$ 28,000	\$ 31,000	\$ 3,000	10.7%
2050	MAILBOX MATERIALS	\$ 500	\$ 661	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ -	0.0%
2060	CURBING REPAIR	\$ 1,000	\$ 886	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
2062	MISC. CONTRACT. SVCS.	\$ 2,500	\$ 2,488	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
2063	ALARM SYSTEM MONITORING	\$ 1,300	\$ 799	\$ 1,000	\$ 800	\$ 1,000	\$ 900	\$ 1,000	\$ -	0.0%
2071	PHYSICALS AND DRUG TESTING	\$ 1,600	\$ 925	\$ 1,600	\$ 1,000	\$ 1,600	\$ 1,000	\$ 1,600	\$ -	0.0%
3001	OFFICE SUPPLIES	\$ 1,300	\$ 1,202	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ -	0.0%
3002	GASOLINE	\$ 7,100	\$ 12,039	\$ 8,350	\$ 8,350	\$ 11,595	\$ 10,000	\$ 10,980	\$ (615)	-5.3%
3003	HEAT	\$ 14,000	\$ 17,055	\$ 16,800	\$ 20,000	\$ 20,430	\$ 23,000	\$ 20,790	\$ 360	1.8%
3005	MINOR EQUIP & TOOLS	\$ 4,500	\$ 4,212	\$ 4,500	\$ 4,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 750	\$ 680	\$ 750	\$ 750	\$ 750	\$ 750	\$ 750	\$ -	0.0%
3030	AGGREGATE & LOAM	\$ 3,500	\$ 4,016	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.0%
3031	WINTER SAND	\$ 12,500	\$ 12,308	\$ 12,500	\$ 12,468	\$ 12,500	\$ 12,485	\$ 12,850	\$ 350	2.8%
3032	SALT & CHLORIDE	\$ 107,800	\$ 75,397	\$ 107,800	\$ 107,800	\$ 108,000	\$ 100,000	\$ 104,000	\$ (4,000)	-3.7%
3033	COLD BITUMINOUS MIX	\$ 5,000	\$ 3,870	\$ 4,000	\$ 4,000	\$ 4,000	\$ 3,500	\$ 3,500	\$ (500)	-12.5%
3035	GUARDRAIL REPAIRS	\$ 250	\$ -	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ -	0.0%
3036	STREET & REGULATORY SIGNAGE	\$ 7,000	\$ 7,469	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%
3038	STORM DRAIN MAINTENANCE	\$ 7,000	\$ 7,323	\$ 8,000	\$ 8,000	\$ 8,500	\$ 7,500	\$ 8,000	\$ (500)	-5.9%
3039	MS4 STORMWATER PROGRAM	\$ 23,600	\$ 22,962	\$ 24,300	\$ 23,000	\$ 28,900	\$ 28,000	\$ 28,700	\$ (200)	-0.7%
3040	DIESEL FUEL	\$ 27,000	\$ 28,689	\$ 30,000	\$ 32,000	\$ 34,500	\$ 35,000	\$ 34,500	\$ -	0.0%
	SUBTOTAL	\$ 448,945	\$ 409,478	\$ 462,455	\$ 478,683	\$ 509,620	\$ 509,780	\$ 508,620	\$ (1,000)	-0.2%
310	PUBLIC WORKS	\$ 1,197,279	\$ 1,152,983	\$ 1,249,743	\$ 1,259,468	\$ 1,315,779	\$ 1,312,634	\$ 1,376,984	\$ 61,206	4.7%
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
320	REFUSE DISPOSAL	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 80,755	\$ 77,352	\$ 67,910	\$ 65,200	\$ 117,338	\$ 110,000	\$ 117,245	\$ (93)	-0.1%
1002	PART TIME PAYROLL	\$ 28,065	\$ 33,051	\$ 34,460	\$ 49,000	\$ 18,335	\$ 20,000	\$ 29,920	\$ 11,585	63.2%
1003	OVERTIME PAYROLL	\$ 2,635	\$ 4,453	\$ 3,000	\$ 22,000	\$ 6,100	\$ 14,000	\$ 17,000	\$ 10,900	178.7%
1020	SOCIAL SECURITY	\$ 8,526	\$ 8,680	\$ 8,061	\$ 10,419	\$ 10,846	\$ 11,016	\$ 12,559	\$ 1,713	15.8%
	SUBTOTAL PERSONNEL	\$ 119,981	\$ 123,536	\$ 113,431	\$ 146,619	\$ 152,619	\$ 155,016	\$ 176,724	\$ 24,105	15.8%
2002	POWER	\$ 2,500	\$ 669	\$ 3,500	\$ 3,500	\$ 3,500	\$ 5,000	\$ 5,000	\$ 1,500	42.9%
2003	WATER & SEWER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	0.0%
2004	RECYCLING PRINTING & PROMOTION	\$ 4,000	\$ 4,259	\$ 4,000	\$ 4,000	\$ 4,000	\$ 2,000	\$ 2,500	\$ (1,500)	-37.5%
2012	ECOMAIN FEES	\$ 284,000	\$ 241,921	\$ 249,160	\$ 250,000	\$ 256,850	\$ 250,000	\$ 328,900	\$ 72,050	28.1%
2014	DEMOLITION MATERIAL DISPOSAL	\$ 58,485	\$ 35,662	\$ 60,000	\$ 60,000	\$ 69,625	\$ 75,000	\$ 96,030	\$ 26,405	37.9%
2015	HAZARDOUS MATERIALS DISPOSAL	\$ 18,000	\$ 18,367	\$ 18,000	\$ 16,000	\$ 16,000	\$ 15,000	\$ 16,000	\$ -	0.0%
2021	EQUIPMENT RENTAL	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
2022	UNIFORM RENTAL	\$ 1,300	\$ 1,292	\$ 1,330	\$ 1,330	\$ 1,330	\$ 1,330	\$ 1,330	\$ -	0.0%
2032	VEHICLE MAINTENANCE	\$ 5,600	\$ 5,444	\$ 2,500	\$ 3,000	\$ 3,000	\$ 7,000	\$ 5,000	\$ 2,000	66.7%
2062	MISC. CONTRACT SVCS.	\$ 2,000	\$ 1,850	\$ 2,500	\$ 3,900	\$ 2,500	\$ 4,000	\$ 2,500	\$ -	0.0%
2063	ALARM SERVICE	\$ 1,600	\$ 636	\$ 1,000	\$ 1,000	\$ 1,000	\$ 650	\$ 1,000	\$ -	0.0%
3002	GASOLINE	\$ 305	\$ 305	\$ 340	\$ 340	\$ 364	\$ 364	\$ 345	\$ (19)	-5.2%

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3006	MISCELLANEOUS SUPPLIES	\$ 1,500	\$ 1,573	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
3040	DIESEL FUEL	\$ 4,655	\$ 4,655	\$ 2,500	\$ 2,500	\$ 2,780	\$ 2,780	\$ 2,780	\$ -	0.0%
4001	OUTLAY					\$ 2,000	\$ 1,800	\$ -	\$ (2,000)	-100.0%
	SUBTOTAL	\$ 384,145	\$ 316,633	\$ 346,330	\$ 347,070	\$ 364,449	\$ 366,424	\$ 463,885	\$ 99,436	27.3%
320	REFUSE DISPOSAL	\$ 504,126	\$ 440,169	\$ 459,761	\$ 493,689	\$ 517,068	\$ 521,440	\$ 640,609	\$ 123,541	23.9%
410	HUMAN SERVICES	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2102	VNA/HOSPICE	\$ 3,825	\$ 3,825	\$ 3,902	\$ 3,902	\$ 3,980	\$ 3,980	\$ 4,060	\$ 80	2.0%
2100	COMMUNITY HEALTH SRVS	\$ 2,229	\$ 2,229	\$ 2,273	\$ 2,274	\$ 2,319	\$ 2,319	\$ 2,375	\$ 56	2.4%
2101	COMMUNITY COUNSELING	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
2103	THERAPEUTIC RECREATION	\$ 3,745	\$ 3,745	\$ 3,820	\$ 3,820	\$ 3,896	\$ 3,896	\$ 3,975	\$ 79	2.0%
2107	S. ME SENIOR CITIZENS	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
2110	PROP/THE OPPORTUNITY ALLIANCE	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
2111	RTP	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
2113	FAMILY CRISIS SHELTER	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
2114	DAY ONE	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
2116	HOSPICE OF SOUTHERN MAINE	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
2118	SEXUAL ASSAULT RES. SVCS.	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
2121	RED CROSS-PORTLAND CHAPTER	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,500	\$ 120	8.7%
2122	INDEPENDENT TRANSPORTATION NETWORK	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
5101	GENERAL ASSISTANCE	\$ 30,600	\$ 27,604	\$ 31,212	\$ 27,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	0.0%
410	HUMAN SERVICES	\$ 53,659	\$ 50,663	\$ 54,732	\$ 50,521	\$ 53,995	\$ 53,995	\$ 54,510	\$ 515	1.0%
510	LIBRARY	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 285,887	\$ 251,445	\$ 295,844	\$ 285,017	\$ 303,058	\$ 303,077	\$ 309,120	\$ 6,062	2.0%
1002	PART TIME PAYROLL	\$ 145,777	\$ 131,323	\$ 124,382	\$ 115,939	\$ 127,141	\$ 123,109	\$ 129,388	\$ 2,247	1.8%
1020	SOCIAL SECURITY	\$ 32,360	\$ 26,973	\$ 32,360	\$ 29,400	\$ 32,911	\$ 31,186	\$ 33,546	\$ 635	1.9%
	SUBTOTAL PERSONNEL	\$ 464,024	\$ 409,741	\$ 452,586	\$ 430,356	\$ 463,110	\$ 457,372	\$ 472,054	\$ 8,944	1.9%
2004	PRINTING & ADVERTISING	\$ 1,500	\$ 1,459	\$ 1,000	\$ 2,735	\$ 750	\$ 577	\$ 750	\$ -	0.0%
2005	POSTAGE	\$ 2,840	\$ 2,837	\$ 500	\$ 490	\$ 550	\$ 717	\$ 589	\$ 39	7.1%
2006	TRAVEL	\$ 500	\$ 238	\$ 500	\$ 455	\$ 500	\$ 558	\$ 500	\$ -	0.0%
2007	DUES & MEMBERSHIPS	\$ 888	\$ 888	\$ 888	\$ 888	\$ 888	\$ 700	\$ 888	\$ -	0.0%
2009	CONFERENCES AND MEETINGS	\$ 1,245	\$ 1,224	\$ 1,245	\$ 1,294	\$ 1,245	\$ 1,235	\$ 1,245	\$ -	0.0%
2010	PROFESSIONAL SERVICES-PROGRAMS	\$ 7,500	\$ 7,552	\$ 7,500	\$ 7,460	\$ 8,000	\$ 7,999	\$ 12,000	\$ 4,000	50.0%
2062	CONTINGENCY	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ -	0.0%
2072	MISC. CONTRACT. SVCS.	\$ -	\$ -	\$ 11,067	\$ 11,067	\$ 12,425	\$ 11,999	\$ 12,425	\$ -	0.0%
3001	OFFICE SUPPLIES	\$ 7,000	\$ 6,994	\$ 7,000	\$ 6,995	\$ 7,500	\$ 7,221	\$ 7,500	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 3,000	\$ 3,345	\$ 3,500	\$ 3,200	\$ 3,500	\$ 4,100	\$ 4,000	\$ 500	14.3%
3020	BOOKS & PERIODICALS	\$ 34,318	\$ 34,378	\$ 34,661	\$ 34,600	\$ 34,661	\$ 34,650	\$ 35,700	\$ 1,039	3.0%
3022	AUDIO VISUAL MATERIALS	\$ 10,025	\$ 9,167	\$ 10,327	\$ 10,350	\$ 10,327	\$ 10,330	\$ 10,637	\$ 310	3.0%
3100	ELECTRONIC RESOURCES	\$ 11,135	\$ 10,922	\$ 2,400	\$ 2,200	\$ 2,400	\$ 2,350	\$ 2,400	\$ -	0.0%
4001	OUTLAY	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,225	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	0.0%
	SUBTOTAL	\$ 81,401	\$ 80,454	\$ 82,038	\$ 83,209	\$ 84,196	\$ 83,886	\$ 90,084	\$ 5,888	7.0%
510	LIBRARY	\$ 545,425	\$ 490,195	\$ 534,624	\$ 513,565	\$ 547,306	\$ 541,258	\$ 562,138	\$ 14,832	2.7%
520	CONTRIBUTIONS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
5050	CAPE PRESERVATION SOCIETY	\$ 500	\$ 390	\$ 500	\$ 400	\$ 500	\$ 500	\$ 500	\$ -	0.0%
5052	GREATER PTLD ECON DEV COMM	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
5053	FAMILY FUN DAY	\$ 31,500	\$ 19,732	\$ 23,700	\$ 20,000	\$ 12,000	\$ 20,000	\$ 12,000	\$ -	0.0%
5054	PENNY FOR LAND ACQUISITION FUND	\$ 32,914	\$ 32,914	\$ 32,914	\$ 32,914	\$ 32,914	\$ 32,914	\$ 32,914	\$ -	0.0%
5055	SENIOR CITIZEN TAX RELIEF FUND	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ 75,000	\$ -	0.0%
520	CONTRIBUTIONS	\$ 64,914	\$ 53,036	\$ 57,114	\$ 53,314	\$ 120,414	\$ 128,414	\$ 120,414	\$ -	0.0%
530	PUBLIC INFORMATION	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	CABLE PART TIME PAYROLL	\$ 6,750	\$ 2,216	\$ 6,750	\$ 3,100	\$ 6,750	\$ 2,900	\$ 6,500	\$ (250)	-3.7%
1002	WEBMASTER	\$ 38,974	\$ 38,974	\$ 42,871	\$ 42,871	\$ 45,000	\$ 45,000	\$ 47,000	\$ 2,000	4.4%
1005	CETV BULLETIN BOARD		\$ 3,718				\$ 2,000	\$ -	\$ -	0.0%
1020	SOCIAL SECURITY	\$ 3,498	\$ 3,013	\$ 3,498	\$ 3,517	\$ 3,959	\$ 3,959	\$ 4,100	\$ 141	3.6%
	SUBTOTAL PERSONNEL	\$ 49,222	\$ 47,921	\$ 53,119	\$ 49,488	\$ 55,709	\$ 53,859	\$ 57,600	\$ 1,891	3.4%
2004	PRINTING AND ADVERTISING	\$ 6,890	\$ 3,566	\$ 6,890	\$ 3,200	\$ 5,000	\$ 4,000	\$ 5,000	\$ -	0.0%

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2034	EQUIPMENT MAINTENANCE	\$ 4,500	\$ 125	\$ 4,500	\$ 1,500	\$ 4,500	\$ 4,000	\$ 4,500	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 200	\$ 388	\$ 200	\$ 120	\$ 200	\$ 100	\$ 200	\$ -	0.0%
4001	OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
	SUBTOTAL	\$ 11,590	\$ 4,079	\$ 11,590	\$ 4,820	\$ 9,700	\$ 8,100	\$ 9,700	\$ -	0.0%
530	PUBLIC INFORMATION	\$ 60,812	\$ 52,000	\$ 64,709	\$ 54,308	\$ 65,409	\$ 61,959	\$ 67,300	\$ 1,891	2.9%
600	FACILITIES MANAGEMENT	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL								\$ -	0.0%
1002	PART TIME PAYROLL								\$ -	0.0%
1020	SOCIAL SECURITY								\$ -	0.0%
	SUBTOTAL PERSONNEL	-	-	-					\$ -	0.0%
2001	TELEPHONE								\$ -	0.0%
2004	PRINTING & ADVERTISING	\$ 300	\$ -	\$ 100	\$ -	\$ 100	\$ 50	\$ 100	\$ -	0.0%
2006	TRAVEL	\$ 250	\$ -	\$ 200	\$ -	\$ 200	\$ 75	\$ 200	\$ -	0.0%
2007	DUES & MEMBERSHIPS	\$ 300	\$ -	\$ 200	\$ 50	\$ 200	\$ 250	\$ 250	\$ 50	25.0%
2009	CONFERENCES & MEETINGS	\$ 600	\$ 39	\$ 500	\$ 112	\$ 500	\$ 300	\$ 300	\$ (200)	-40.0%
2010	PROFESSIONAL SERVICES	\$ 800	\$ -	\$ 500	\$ 95	\$ 500	\$ 250	\$ 500	\$ -	0.0%
2034	OFFICE EQUIP MAINTENANCE	\$ 650	\$ 260	\$ 500	\$ 238	\$ 500	\$ 300	\$ 500	\$ -	0.0%
2035	CONSOLIDATED BUILDING MAINT.	\$ 121,376	\$ 122,241	\$ 144,743	\$ 145,000	\$ 148,800	\$ 150,000	\$ 178,200	\$ 29,400	19.8%
2062	MISCELLANEOUS CONTRACTURAL SERVICES	\$ 97,844	\$ 97,844	\$ 103,636	\$ 100,000	\$ 104,682	\$ 104,682	\$ 107,561	\$ 2,879	2.7%
4001	OUTLAY			\$ -					\$ -	0.0%
	SUBTOTAL	\$ 222,120	\$ 220,384	\$ 250,379	\$ 245,495	\$ 255,482	\$ 255,907	\$ 287,611	\$ 32,129	12.6%
600	FACILITIES MANAGEMENT	\$ 222,120	\$ 220,384	\$ 250,379	\$ 245,495	\$ 255,482	\$ 255,907	\$ 287,611	\$ 32,129	12.6%
610	TOWN HALL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2002	POWER	\$ 9,812	\$ 7,476	\$ 9,812	\$ 6,556	\$ 9,812	\$ 7,500	\$ 9,000	\$ (812)	-8.3%
2003	WATER & SEWER	\$ 3,111	\$ 2,283	\$ 3,416	\$ 2,284	\$ 3,416	\$ 2,100	\$ 2,500	\$ (916)	-26.8%
3003	HEAT	\$ 9,075	\$ 9,793	\$ 9,913	\$ 8,294	\$ 9,913	\$ 10,000	\$ 10,500	\$ 587	5.9%
2062	MISCELLANEOUS CONTRACTURAL SERVICES			\$ -					\$ -	0.0%
610	TOWN HALL	\$ 21,998	\$ 19,552	\$ 23,141	\$ 17,134	\$ 23,141	\$ 19,600	\$ 22,000	\$ (1,141)	-4.9%
615	LIBRARY BUILDING	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2002	POWER	\$ 13,850	\$ 12,652	\$ 13,850	\$ 12,456	\$ 13,850	\$ 12,500	\$ 13,850	\$ -	0.0%
2003	WATER AND SEWER	\$ 1,500	\$ 1,522	\$ 2,972	\$ 1,828	\$ 2,972	\$ 1,600	\$ 2,972	\$ -	0.0%
2062	CONTRACTED CUSTODIAL SERVICES	\$ 14,289	\$ 14,289	\$ 15,003	\$ 15,003	\$ 15,285	\$ 15,285	\$ 15,704	\$ 419	2.7%
3003	HEAT	\$ 12,936	\$ 6,504	\$ 14,221	\$ 7,152	\$ 10,221	\$ 6,500	\$ 9,000	\$ (1,221)	-11.9%
615	LIBRARY BUILDING	\$ 42,575	\$ 34,967	\$ 46,046	\$ 36,439	\$ 42,328	\$ 35,885	\$ 41,526	\$ (802)	-1.9%
620	TOWN CENTER FIRE STATION	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2003	WATER & SEWER	\$ 1,812	\$ 1,675	\$ 1,812	\$ 1,812	\$ 1,812	\$ 1,800	\$ 1,900	\$ 88	4.9%
2062	CONTRACTED CUSTODIAL SERVICES	\$ -	\$ -	\$ 3,060	\$ 3,060	\$ 3,060	\$ 2,800	\$ 3,060	\$ -	0.0%
3003	HEAT	\$ 19,602	\$ 12,662	\$ 22,451	\$ 15,500	\$ 20,500	\$ 19,000	\$ 20,500	\$ -	0.0%
630	TOWN CENTER FIRE STATION	\$ 21,414	\$ 14,337	\$ 27,323	\$ 20,372	\$ 25,372	\$ 23,600	\$ 25,460	\$ 88	0.3%
621	COMMUNITY CENTER BUILDING	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 1,000	\$ 705	\$ 1,200	\$ 1,000	\$ 1,200	\$ 700	\$ 1,200	\$ -	0.0%
2002	POWER	\$ 10,150	\$ 9,454	\$ 10,150	\$ 6,204	\$ 10,150	\$ 9,000	\$ 10,150	\$ -	0.0%
2003	WATER & SEWER	\$ 2,359	\$ 2,350	\$ 3,156	\$ 3,386	\$ 3,700	\$ 3,500	\$ 3,885	\$ 185	5.0%
2035	BUILDING MAINTENANCE	\$ 14,050	\$ 22,351	\$ 16,523	\$ 21,705	\$ 22,523	\$ 21,000	\$ 22,523	\$ -	0.0%
2062	CONTRACTED CUSTODIAL SERVICES	\$ 27,829	\$ 27,829	\$ 29,220	\$ 27,829	\$ 29,776	\$ 29,776	\$ 30,595	\$ 819	2.8%
3003	HEATING OIL	\$ 10,065	\$ 8,496	\$ 10,991	\$ 8,820	\$ 10,991	\$ 10,000	\$ 10,991	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 2,500	\$ 1,561	\$ 2,610	\$ 2,610	\$ 2,610	\$ 2,000	\$ 2,610	\$ -	0.0%
4001	CAPITAL PROJECTS	\$ 81,000	\$ 32,343	\$ 81,000	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
621	COMMUNITY CENTER BUILDING	\$ 148,953	\$ 105,089	\$ 154,850	\$ 69,554	\$ 80,950	\$ 75,976	\$ 81,954	\$ 1,004	1.2%
622	RICHARDS POOL BUILDING	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2002	POWER	\$ 57,936	\$ 57,936	\$ 57,936	\$ 57,936	\$ 57,936	\$ 57,936	\$ 57,936	\$ -	0.0%
2003	WATER & SEWER	\$ 3,298	\$ 3,298	\$ 3,514	\$ 3,514	\$ 3,514	\$ 3,514	\$ 3,690	\$ 176	5.0%
2035	BUILDING MAINTENANCE	\$ 53,450	\$ 30,692	\$ 47,950	\$ 22,615	\$ 47,950	\$ 40,000	\$ 47,950	\$ -	0.0%
2062	CONTRACTED CUSTODIAL SERVICES	\$ 51,122	\$ 51,122	\$ 53,678	\$ 53,678	\$ 54,690	\$ 54,690	\$ 56,194	\$ 1,504	2.8%

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3003	HEAT	\$ 44,400	\$ 36,469	\$ 47,667	\$ 28,344	\$ 47,667	\$ 47,000	\$ 47,667	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 12,400	\$ 7,272	\$ 12,400	\$ 12,400	\$ 12,400	\$ 13,600	\$ 14,000	\$ 1,600	12.9%
4001	CAPITAL PROJECTS	\$ 50,000	\$ 64,427						\$ -	0.0%
622	RICHARDS POOL BUILDING	\$ 272,606	\$ 251,216	\$ 223,145	\$ 178,487	\$ 224,157	\$ 216,740	\$ 227,437	\$ 3,280	1.5%
630	POLICE STATION	BUDGET	ACTUAL	ACTUAL	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2002	POWER	\$ 22,978	\$ 6,472	\$ 22,978	\$ 8,546	\$ 12,000	\$ 12,500	\$ 13,500	\$ 1,500	12.5%
2003	WATER & SEWER	\$ 4,378	\$ 3,845	\$ 5,875	\$ 4,972	\$ 5,875	\$ 4,500	\$ 5,875	\$ -	0.0%
2062	CONTRACTED CUSTODIAL SERVICES	\$ 27,364	\$ 27,364	\$ 28,732	\$ 28,732	\$ 29,285	\$ 29,285	\$ 30,090	\$ 805	2.7%
3003	HEAT	\$ 6,930	\$ 7,649	\$ 7,456	\$ 7,022	\$ 7,456	\$ 8,000	\$ 8,500	\$ 1,044	14.0%
630	POLICE STATION	\$ 61,650	\$ 45,330	\$ 65,041	\$ 49,272	\$ 54,616	\$ 54,285	\$ 57,965	\$ 3,349	6.1%
631	CAPE COTTAGE FIRE STATION	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2002	POWER	\$ 2,500	\$ 1,294	\$ 2,500	\$ 1,588	\$ 2,500	\$ 1,500	\$ 2,500	\$ -	0.0%
2003	WATER & SEWER	\$ 979	\$ 1,154	\$ 979	\$ 928	\$ 979	\$ 800	\$ 979	\$ -	0.0%
3003	HEAT	\$ 2,970	\$ 2,020	\$ 3,256	\$ 3,082	\$ 3,256	\$ 3,000	\$ 3,256	\$ -	0.0%
631	ENGINE ONE	\$ 6,449	\$ 4,468	\$ 6,735	\$ 5,598	\$ 6,735	\$ 5,300	\$ 6,735	\$ -	0.0%
633	COMMUNITY SERVICES ADMINISTRATION	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 241,011	\$ 227,275	\$ 246,054	\$ 220,697	\$ 237,502	\$ 229,463	\$ 259,438	\$ 21,936	9.2%
1002	PART TIME PAYROLL								\$ -	#DIV/0!
1020	SOCIAL SECURITY	\$ 18,437	\$ 15,931	\$ 18,823	\$ 16,883	\$ 18,169	\$ 17,554	\$ 19,847	\$ 1,678	9.2%
	SUBTOTAL PERSONNEL	\$ 259,448	\$ 243,206	\$ 264,877	\$ 237,580	\$ 255,671	\$ 247,017	\$ 279,285	\$ 23,614	9.2%
2001	TELEPHONE	\$ 5,000	\$ 5,617	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,100	\$ 5,400	\$ (100)	-1.8%
2004	PRINTING AND ADVERTISING	\$ 3,500	\$ 2,821	\$ 3,500	\$ 3,000	\$ 4,642	\$ 4,500	\$ 4,500	\$ (142)	-3.1%
2005	POSTAGE	\$ 600	\$ 1,033	\$ 700	\$ 700	\$ 700	\$ 711	\$ 700	\$ -	0.0%
2006	TRAVEL	\$ 500	\$ 323	\$ 500	\$ 200	\$ 500	\$ 300	\$ 300	\$ (200)	-40.0%
2007	DUES AND MEMBERSHIPS	\$ 2,500	\$ 340	\$ 500	\$ 150	\$ 400	\$ 400	\$ 400	\$ -	0.0%
2009	CONFERENCES AND MEETINGS	\$ 500	\$ 2,326	\$ 2,800	\$ 1,800	\$ 2,000	\$ 2,130	\$ 2,200	\$ 200	10.0%
2062	CONTINGENCY	\$ 1,000	\$ 14,473	\$ 1,000	\$ 290	\$ 1,000	\$ -	\$ 1,000	\$ -	0.0%
3001	OFFICE SUPPLIES	\$ 1,500	\$ 578	\$ 1,500	\$ 1,500	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
3400	REFUNDS				\$ (253)				\$ -	
4001	OFFICE EQUIPMENT	\$ 2,500	\$ 1,547	\$ 2,500	\$ 2,500	\$ 1,950	\$ 1,950	\$ 1,400	\$ (550)	-28.2%
633	COMMUNITY SERVICES ADMINISTRATION	\$ 277,048	\$ 272,264	\$ 283,377	\$ 252,967	\$ 274,363	\$ 264,108	\$ 297,185	\$ 22,822	8.3%
634	FITNESS CENTER	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 28,860	\$ 29,133	\$ 29,440	\$ 29,440	\$ 30,029	\$ 29,973	\$ 30,629	\$ 600	2.0%
1020	SOCIAL SECURITY	\$ 2,208	\$ 2,149	\$ 2,252	\$ 2,252	\$ 2,297	\$ 2,293	\$ 2,343	\$ 46	2.0%
	SUBTOTAL PERSONNEL	\$ 31,068	\$ 31,282	\$ 31,692	\$ 31,692	\$ 32,326	\$ 32,266	\$ 32,972	\$ 646	2.0%
2001	TELEPHONE	\$ 450	\$ -	\$ 100	\$ 100	\$ 100	\$ -	\$ 100	\$ -	0.0%
2062	CONTRACTUAL SERVICES	\$ 15,000	\$ 18,662	\$ 15,000	\$ 18,200	\$ 18,662	\$ 19,306	\$ 20,500	\$ 1,838	9.8%
3006	MISCELLANEOUS SUPPLIES	\$ 225	\$ -	\$ 225	\$ 2,822	\$ 800	\$ 761	\$ 800	\$ -	0.0%
4001	OUTLAY	\$ 10,000	\$ 24,423	\$ 10,000	\$ 8,500	\$ 10,000	\$ 4,111	\$ 10,000	\$ -	0.0%
634	FITNESS CENTER	\$ 56,743	\$ 74,367	\$ 57,017	\$ 61,314	\$ 61,888	\$ 56,444	\$ 64,372	\$ 2,484	4.0%
635	RICHARDS POOL PROGRAMS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 115,779	\$ 117,596	\$ 118,092	\$ 118,092	\$ 120,458	\$ 118,807	\$ 122,867	\$ 2,409	2.0%
1002	PART TIME PAYROLL	\$ 63,500	\$ 65,255	\$ 65,500	\$ 66,500	\$ 66,810	\$ 88,345	\$ 69,446	\$ 2,636	3.9%
1020	SOCIAL SECURITY	\$ 13,715	\$ 13,257	\$ 14,045	\$ 14,045	\$ 14,326	\$ 15,874	\$ 14,712	\$ 386	2.7%
		\$ 192,994	\$ 196,108	\$ 197,637	\$ 198,637	\$ 201,594	\$ 223,026	\$ 207,025	\$ 5,431	2.7%
2001	TELEPHONE	\$ 1,200	\$ -	\$ 250	\$ 250	\$ 250	\$ -	\$ 100	\$ (150)	-60.0%
2004	PRINTING AND ADVERTISING	\$ 500	\$ -	\$ 250	\$ 250	\$ 250	\$ 100	\$ 250	\$ -	0.0%
2005	POSTAGE	\$ 50	\$ -	\$ 200	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	0.0%
2006	TRAVEL	\$ 100	\$ -	\$ 100	\$ 100	\$ 100	\$ 50	\$ 100	\$ -	0.0%
2007	DUES AND MEMBERSHIPS	\$ 500	\$ -	\$ 500	\$ 250	\$ 500	\$ 100	\$ 150	\$ (350)	-70.0%
2008	TRAINING	\$ 500	\$ 315	\$ 500	\$ 500	\$ 500	\$ 200	\$ 300	\$ (200)	-40.0%
2009	CONFERENCES AND MEETINGS	\$ 500	\$ -	\$ 500	\$ 250	\$ 2,500	\$ 1,500	\$ 1,500	\$ (1,000)	-40.0%
2010	PROFESSIONAL SERVICES	\$ 6,000	\$ 15,402	\$ 12,000	\$ 12,000	\$ 15,000	\$ 13,244	\$ 14,000	\$ (1,000)	-6.7%

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2034	OFFICE EQUIPMENT	\$ 500	\$ -	\$ 500	\$ 250	\$ 250	\$ 250	\$ 250	\$ -	0.0%
2062	CONTINGENCY	\$ 4,000	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	\$ -	0.0%
3001	OFFICE SUPPLIES	\$ 400	\$ 480	\$ 400	\$ 1,926	\$ 480	\$ 445	\$ 450	\$ (30)	-6.3%
3006	MISCELLANEOUS SUPPLIES	\$ 3,200	\$ 3,241	\$ 3,200	\$ 300	\$ 3,200	\$ 2,305	\$ 3,000	\$ (200)	-6.3%
4001	OUTLAY	\$ 10,000	\$ 10,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	0.0%
		\$ 220,444	\$ 225,546	\$ 223,037	\$ 221,813	\$ 231,724	\$ 241,320	\$ 234,225	\$ 2,501	1.1%
636	COMMUNITY SVCS ADULT PROGRAMS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 22,000	\$ 17,399	\$ 23,000	\$ 23,000	\$ 27,050	\$ 9,854	\$ 12,000	\$ (15,050)	-55.6%
1020	SOCIAL SECURITY	\$ 1,683	\$ 1,251	\$ 1,760	\$ 1,760	\$ 2,069	\$ 754	\$ 918	\$ (1,151)	-55.6%
		\$ 23,683	\$ 18,650	\$ 24,760	\$ 24,760	\$ 29,119	\$ 10,608	\$ 12,918	\$ (16,201)	-55.6%
2004	PRINTING AND ADVERTISING	\$ 2,500	\$ 2,715	\$ 3,000	\$ 3,000	\$ 3,015	\$ 3,000	\$ 3,000	\$ (15)	-0.5%
2005	POSTAGE	\$ 700	\$ 784	\$ 700	\$ 300	\$ 700	\$ 700	\$ 700	\$ -	0.0%
2006	TRAVEL	\$ 100	\$ 1,302	\$ 100	\$ 135	\$ 180	\$ 180	\$ 180	\$ -	0.0%
2007	DUES AND MEMBERSHIPS	\$ 100	\$ -	\$ 100	\$ 100	\$ 100	\$ 50	\$ 50	\$ (50)	-50.0%
2008	TRAINING	\$ 500	\$ -	\$ 800	\$ 350	\$ 500	\$ 400	\$ 400	\$ (100)	-20.0%
2032	VEHICLE MAINTENANCE		\$ -	\$ 3,500	\$ 3,500	\$ 3,500	\$ 2,572	\$ 3,500	\$ -	0.0%
2062	CONTRACTUAL SERVICES	\$ 75,500	\$ 70,859	\$ 75,500	\$ 73,000	\$ 75,000	\$ 74,858	\$ 84,000	\$ 9,000	12.0%
2082	TRIPS AND OUTINGS	\$ 10,000	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
3001	SUPPLIES	\$ 2,300	\$ 1,036	\$ 2,800	\$ 3,600	\$ 2,500	\$ 1,569	\$ 2,500	\$ -	0.0%
3002	GASOLINE			\$ 2,500	\$ 2,500	\$ 2,500	\$ 500	\$ 2,500	\$ -	0.0%
4001	OUTLAY	\$ 2,500	\$ 1,880	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	\$ 2,500	\$ -	0.0%
		\$ 117,883	\$ 97,226	\$ 121,260	\$ 113,745	\$ 119,614	\$ 94,437	\$ 112,248	\$ (7,366)	-6.2%
637	COMMUNITY SVCS. YOUTH PROGRAMS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 110,000	\$ 105,148	\$ 110,000	\$ 155,397	\$ 112,200	\$ 117,633	\$ 138,000	\$ 25,800	23.0%
1020	SOCIAL SECURITY	\$ 8,415	\$ 8,025	\$ 8,415	\$ 11,884	\$ 8,583	\$ 8,999	\$ 10,557	\$ 1,974	23.0%
		\$ 118,415	\$ 113,173	\$ 118,415	\$ 167,281	\$ 120,783	\$ 126,632	\$ 148,557	\$ 27,774	23.0%
2004	PRINTING AND ADVERTISING	\$ 3,500	\$ 2,445	\$ 4,000	\$ 4,000	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.0%
2005	POSTAGE	\$ 800	\$ 890	\$ 1,500	\$ 710	\$ 750	\$ 750	\$ 750	\$ -	0.0%
2006	TRAVEL	\$ 20,500	\$ 18,387	\$ 26,500	\$ 26,500	\$ 22,000	\$ 18,500	\$ 19,000	\$ (3,000)	-13.6%
2008	TRAINING	\$ 1,500	\$ 685	\$ 2,100	\$ 750	\$ 750	\$ 700	\$ 750	\$ -	0.0%
2062	CONTRACTUAL SERVICES	\$ 212,000	\$ 240,848	\$ 212,000	\$ 221,634	\$ 233,016	\$ 283,000	\$ 283,000	\$ 49,984	21.5%
2082	TRIPS AND OUTINGS	\$ 5,000	\$ -	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
3001	SUPPLIES	\$ 35,000	\$ 43,333	\$ 36,000	\$ 36,000	\$ 35,000	\$ 30,000	\$ 35,000	\$ -	0.0%
3081	OUTSIDE ACTIVITIES	\$ 5,000	\$ 7,024	\$ 6,000	\$ 4,000	\$ 4,000	\$ -	\$ 1,500	\$ (2,500)	-62.5%
637		\$ 401,715	\$ 426,785	\$ 410,515	\$ 460,875	\$ 419,799	\$ 463,082	\$ 492,057	\$ 72,258	17.2%
638	CAPE CARE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	112,288	119,829	112,900	112,900	115,158	127,701	130,000	\$ 14,842	12.9%
1020	SOCIAL SECURITY	8,590	8,254	8,637	8,637	8,809	9,769	9,945	\$ 1,136	12.9%
		120,878	128,083	121,537	121,537	123,967	137,470	139,945	\$ 15,978	12.9%
2005	POSTAGE	300	98	320	100	100	-	100	\$ -	0.0%
2006	TRAVEL	800	-	1,000	500	500	100	100	\$ (400)	-80.0%
2008	TRAINING	1,500	927	1,500	1,000	1,000	330	1,000	\$ -	0.0%
3001	SUPPLIES	88,000	72,126	14,072	14,072	12,900	9,875	10,000	\$ (2,900)	-22.5%
		211,478	201,234	138,429	137,209	138,467	147,775	151,145	\$ 12,678	9.2%
640	PARKS and TOWN LANDS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 24,475	\$ 24,176	\$ 25,090	\$ 25,090	\$ 26,356	\$ 26,350	\$ 33,785	\$ 7,429	28.2%
1002	PART TIME PAYROLL	\$ 8,355	\$ 7,735	\$ 8,520	\$ 8,500	\$ 8,691	\$ 6,000	\$ 7,280	\$ (1,411)	-16.2%
1020	SOCIAL SECURITY	\$ 2,511	\$ 2,376	\$ 2,571	\$ 2,570	\$ 2,681	\$ 2,475	\$ 3,141	\$ 460	17.2%
	SUBTOTAL PERSONNEL	\$ 35,341	\$ 34,287	\$ 36,181	\$ 36,160	\$ 37,728	\$ 34,825	\$ 44,206	\$ 6,478	17.2%
2002	POWER	\$ 1,200	\$ 1,207	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,100	\$ 1,200	\$ -	0.0%
2003	WATER	\$ 3,600	\$ 4,650	\$ 4,000	\$ 4,000	\$ 4,200	\$ 4,200	\$ 4,385	\$ 185	4.4%
2010	PROFESSIONAL SERVICES	\$ 30,880	\$ 25,620	\$ 31,580	\$ 30,000	\$ 29,920	\$ 31,000	\$ 34,610	\$ 4,690	15.7%
2022	UNIFORMS	\$ 560	\$ 560	\$ 575	\$ 575	\$ 575	\$ 575	\$ 575	\$ -	0.0%

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2032	EQUIPMENT MAINTENANCE	\$ 1,700	\$ 1,601	\$ 1,700	\$ 2,000	\$ 2,000	\$ 2,400	\$ 2,500	\$ 500	25.0%
2037	COMMUNITY PLAYGROUND MAINTENANCE	\$ 5,000	\$ 1,305	\$ 5,000	\$ 3,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
3002	GASOLINE	\$ 1,000	\$ 1,000	\$ 1,120	\$ 1,120	\$ 1,200	\$ 1,200	\$ 1,140	\$ (60)	-5.0%
3038	IRRIGATION MAINT. AND SUPPLIES	\$ 350	\$ 307	\$ 450	\$ 550	\$ 600	\$ 600	\$ 700	\$ 100	16.7%
3039	GROUNDS MATERIAL	\$ 9,100	\$ 4,061	\$ 7,000	\$ 7,000	\$ 6,400	\$ 6,400	\$ 6,825	\$ 425	6.6%
3040	DIESEL FUEL	\$ 600	\$ 600	\$ 700	\$ 700	\$ 780	\$ 780	\$ 780	\$ -	0.0%
4006	LIONS' FIELD IMPROVEMENTS	\$ 500	\$ 357	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ -	0.0%
4114	GREENBELT TRAILS MAINT- ENCROACHMENT	\$ 25,000	\$ 2,595	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ -	0.0%
4007	SUBTOTAL	\$ 79,490	\$ 43,863	\$ 72,825	\$ 69,645	\$ 71,375	\$ 72,755	\$ 77,215	\$ 5,840	8.2%
640	PARKS	\$ 114,831	\$ 78,150	\$ 109,006	\$ 105,805	\$ 109,103	\$ 107,580	\$ 121,421	\$ 12,318	11.3%
641	SCHOOL GROUNDS & ATHLETIC FIELDS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 36,325	\$ 34,593	\$ 37,235	\$ 37,235	\$ 39,775	\$ 39,770	\$ 47,590	\$ 7,815	19.6%
1002	PART TIME PAYROLL	\$ 11,485	\$ 10,205	\$ 11,715	\$ 11,700	\$ 11,950	\$ 10,000	\$ 11,200	\$ (750)	-6.3%
1003	OVERTIME PAYROLL	\$ 390	\$ 266	\$ 400	\$ 400	\$ 410	\$ 400	\$ 425	\$ 15	3.7%
1020	SOCIAL SECURITY	\$ 3,687	\$ 3,227	\$ 3,775	\$ 3,774	\$ 3,988	\$ 3,838	\$ 4,530	\$ 542	13.6%
	SUBTOTAL PERSONNEL	\$ 51,887	\$ 48,291	\$ 53,125	\$ 53,109	\$ 56,123	\$ 54,008	\$ 63,745	\$ 7,622	13.6%
2010	PROFESSIONAL SERVICES	\$ 34,000	\$ 11,293	\$ 35,400	\$ 33,000	\$ 33,900	\$ 33,900	\$ 35,100	\$ 1,200	3.5%
2022	UNIFORMS	\$ 560	\$ 560	\$ 575	\$ 575	\$ 575	\$ 575	\$ 575	\$ -	0.0%
2032	EQUIPMENT MAINTENANCE	\$ 3,000	\$ 3,296	\$ 3,000	\$ 3,200	\$ 3,000	\$ 3,400	\$ 3,200	\$ 200	6.7%
2038	CONTRACTED SCHOOL PLOWING	\$ 40,600	\$ 40,600	\$ 40,600	\$ 40,600	\$ 43,000	\$ 43,000	\$ 44,000	\$ 1,000	2.3%
2041	FENCING AND GATE MAINTENANCE	\$ 2,000	\$ 1,170	\$ 2,000	\$ 1,695	\$ 2,000	\$ 1,700	\$ 2,000	\$ -	0.0%
2048	ANNUAL CONTRIBUTION TO TURF FIELD REP.	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
3002	GASOLINE	\$ 2,500	\$ 2,028	\$ 2,800	\$ 2,800	\$ 3,000	\$ 3,000	\$ 2,940	\$ (60)	-2.0%
3005	MINOR EQUIPMENT	\$ 3,300	\$ 3,293	\$ 3,300	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 200	\$ 66	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ -	0.0%
3038	IRRIGATION MAINT. AND SUPPLIES	\$ 500	\$ 633	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ -	0.0%
3039	GROUNDS MATERIAL	\$ 13,000	\$ 7,650	\$ 13,750	\$ 13,700	\$ 14,850	\$ 14,850	\$ 17,425	\$ 2,575	17.3%
3040	DIESEL FUEL	\$ 1,500	\$ 1,500	\$ 1,735	\$ 1,735	\$ 1,930	\$ 1,930	\$ 1,930	\$ -	0.0%
	SUBTOTAL	\$ 111,160	\$ 82,089	\$ 113,960	\$ 109,605	\$ 114,555	\$ 114,655	\$ 119,470	\$ 4,915	4.3%
641	SCHOOL GROUNDS	\$ 163,047	\$ 130,380	\$ 167,085	\$ 162,714	\$ 170,678	\$ 168,663	\$ 183,215	\$ 12,537	7.3%
645	FORT WILLIAMS PARK	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 43,635	\$ 43,649	\$ 44,720	\$ 44,720	\$ 47,110	\$ 47,110	\$ 55,880	\$ 8,770	18.6%
1002	PART TIME PAYROLL	\$ 57,780	\$ 42,370	\$ 60,515	\$ 50,000	\$ 55,630	\$ 50,000	\$ 46,945	\$ (8,685)	-15.6%
1003	OVERTIME PAYROLL	\$ 275	\$ 139	\$ 285	\$ 300	\$ 290	\$ 225	\$ 295	\$ 5	1.7%
1020	SOCIAL SECURITY	\$ 7,779	\$ 6,023	\$ 8,072	\$ 7,269	\$ 7,882	\$ 7,446	\$ 7,889	\$ 7	0.1%
	SUBTOTAL PERSONNEL	\$ 109,469	\$ 92,181	\$ 113,592	\$ 102,289	\$ 110,912	\$ 104,781	\$ 111,009	\$ 97	0.1%
2002	POWER	\$ 4,600	\$ 5,247	\$ 5,000	\$ 5,000	\$ 5,300	\$ 5,300	\$ 5,300	\$ -	0.0%
2003	WATER	\$ 6,600	\$ 6,799	\$ 7,000	\$ 7,000	\$ 7,200	\$ 7,200	\$ 7,310	\$ 110	1.5%
2010	PROFESSIONAL SERVICES	\$ 16,500	\$ 15,630	\$ 16,500	\$ 16,000	\$ 19,500	\$ 19,500	\$ 19,500	\$ -	0.0%
2019	TREE PLANTING AND MAINTENANCE	\$ 3,500	\$ 4,480	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
2022	UNIFORMS	\$ 940	\$ 753	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	0.0%
2032	EQUIPMENT MAINTENANCE	\$ 4,500	\$ 4,797	\$ 4,600	\$ 4,800	\$ 4,700	\$ 4,700	\$ 4,700	\$ -	0.0%
2035	BUILDING MAINTENANCE	\$ 36,200	\$ 27,205	\$ 28,750	\$ 30,000	\$ 24,300	\$ 24,000	\$ 29,880	\$ 5,580	23.0%
2036	STONE WALL REPAIRS	\$ 28,000	\$ 20,775	\$ 15,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
2037	BATTERY & MANSION SECURITY	\$ 2,000	\$ -	\$ 2,000	\$ 1,500	\$ 2,000	\$ 1,000	\$ 2,000	\$ -	0.0%
2041	FENCING & GATE MAINTENANCE	\$ 6,000	\$ 5,633	\$ 6,000	\$ 3,500	\$ 6,000	\$ 5,000	\$ 6,000	\$ -	0.0%
2063	ALARM MONITORING	\$ 500	\$ 588	\$ 550	\$ 550	\$ 550	\$ 600	\$ 550	\$ -	0.0%
3002	GASOLINE	\$ 2,800	\$ 205	\$ 3,125	\$ 3,125	\$ 3,345	\$ 3,345	\$ 3,165	\$ (180)	-5.4%
3003	HEAT	\$ 5,200	\$ 7,125	\$ 11,160	\$ 11,000	\$ 13,060	\$ 13,000	\$ 13,060	\$ -	0.0%
3005	MINOR EQUIPMENT	\$ 500	\$ 372	\$ 500	\$ 500	\$ 500	\$ 500	\$ 1,100	\$ 600	120.0%
3006	MISCELLANEOUS SUPPLIES	\$ 1,100	\$ 1,078	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ 500	\$ (600)	-54.5%
3038	MAINT MATERIAL	\$ 15,000	\$ 12,792	\$ 15,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ -	0.0%
3039	GROUNDS MATERIAL	\$ 500	\$ 404	\$ 500	\$ 1,159	\$ 500	\$ 500	\$ 500	\$ -	0.0%
3040	DIESEL FUEL	\$ 1,700	\$ 500	\$ 1,965	\$ 1,965	\$ 2,185	\$ 2,185	\$ 2,185	\$ -	0.0%
4001	LOWER TENNIS COURT REHABILITATION	\$ 27,000	\$ 13,825	\$ 7,200	\$ 7,000	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	SUBTOTAL	\$ 163,140	\$ 128,208	\$ 137,150	\$ 129,399	\$ 125,440	\$ 123,130	\$ 130,950	\$ 5,510	4.4%
645	FORT WILLIAMS PARK	\$ 272,809	\$ 220,389	\$ 250,742	\$ 231,688	\$ 236,352	\$ 227,911	\$ 241,959	\$ 5,607	2.4%
660	TREES	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE

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		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 3,950	\$ 2,782	\$ 4,500	\$ 4,500	\$ 5,000	\$ 5,000	\$ 5,200	\$ 200	4.0%
1020	SOCIAL SECURITY	\$ 302	\$ 213	\$ 344	\$ 344	\$ 383	\$ 383	\$ 398	\$ 15	4.0%
	SUBTOTAL PERSONNEL	\$ 4,252	\$ 2,995	\$ 4,844	\$ 4,844	\$ 5,383	\$ 5,383	\$ 5,598	\$ 215	4.0%
										#DIV/0!
2007	DUES & MEMBERSHIPS	\$ 130	\$ 130	\$ 130	\$ 130	\$ 130	\$ 135	\$ 140	\$ 10	7.7%
2010	PROFESSIONAL SERVICES	\$ 20,000	\$ 30,186	\$ 64,800	\$ 34,000	\$ 20,000	\$ 35,000	\$ 20,000	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 50	\$ 50	\$ 50	\$ 50	\$ 100	\$ 100	\$ 100	\$ -	0.0%
	SUBTOTAL	\$ 20,180	\$ 30,366	\$ 64,980	\$ 34,180	\$ 20,230	\$ 35,235	\$ 20,240	\$ 10	0.0%
660	TREES	\$ 24,432	\$ 33,361	\$ 69,824	\$ 39,024	\$ 25,613	\$ 40,618	\$ 25,838	\$ 225	0.9%
710	INTERGOVERNMENTAL ASSESSMENTS and TRANSFERS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
5024	GPCOG DUES & FEES	\$ 9,068	\$ 9,015	\$ 9,068	\$ 9,068	\$ 14,424	\$ 14,424	\$ 18,030	\$ 3,606	25.0%
5025	MMA DUES	\$ 12,530	\$ 12,803	\$ 12,803	\$ 13,008	\$ 13,200	\$ 13,200	\$ 13,543	\$ 343	2.6%
5026	TRANSFER TO RESCUE FUND	\$ 40,000	\$ 40,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	0.0%
710	INTERGOVERNMENTAL ASSMTS.	\$ 61,598	\$ 61,818	\$ 71,871	\$ 72,076	\$ 77,624	\$ 77,624	\$ 81,573	\$ 3,949	5.1%
715	CAPITAL PROJECTS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
4001	CIP ITEMS	\$ 1,802,500	\$ 911,792	\$ 1,000,000	\$ 1,000,000	\$ 741,900	\$ 741,900	\$ 717,800	\$ (24,100)	-3.2%
	GRAND TOTAL-MUNICIPAL GENERAL FUND	\$ 13,074,018	\$ 11,186,526	\$ 12,219,752	\$ 11,576,809	\$ 12,549,249	\$ 12,490,347	\$ 13,394,596	\$ 845,347	6.7%
735	RESCUE FUND	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
	REVENUES									
R0620	RESCUE FEES	\$ 350,000	\$ 283,646	\$ 350,000	\$ 240,000	\$ 250,000	\$ 260,000	\$ 275,000	\$ 25,000	10.0%
	CONTRIBUTION FROM GENERAL FUND	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	0.0%
	TOTAL RESCUE FUND REVENUES	\$ 390,000	\$ 323,646	\$ 390,000	\$ 280,000	\$ 300,000	\$ 310,000	\$ 325,000	\$ 25,000	8.3%
	EXPENDITURES									
1002	PART TIME PAYROLL	\$ 252,017	\$ 265,621	\$ 300,217	\$ 315,090	\$ 365,000	\$ 358,000	\$ 395,000	\$ 30,000	8.2%
1020	SOCIAL SECURITY	\$ 13,722	\$ 19,993	\$ 13,722	\$ 24,914	\$ 15,000	\$ 26,000	\$ 30,217	\$ 15,217	101.4%
	PERSONNEL SUBTOTAL	\$ 265,739	\$ 285,614	\$ 313,939	\$ 340,004	\$ 380,000	\$ 384,000	\$ 425,217	\$ 45,217	11.9%
										0.0%
2000	CELLULAR	\$ 650	\$ 312	\$ 700	\$ 360	\$ 1,500	\$ 2,000	\$ 2,000	\$ 500	33.3%
2007	DUES AND MEMBERSHIPS	\$ 2,700	\$ 1,923	\$ 2,700	\$ 2,000	\$ 2,700	\$ 2,400	\$ 2,700	\$ -	0.0%
2008	TRAINING	\$ 10,000	\$ 7,690	\$ 12,000	\$ 10,400	\$ 12,000	\$ 11,000	\$ 15,000	\$ 3,000	25.0%
2010	PROFESSIONAL SERVICES	\$ 25,000	\$ 22,588	\$ 28,000	\$ 25,000	\$ 28,000	\$ 26,000	\$ 28,000	\$ -	0.0%
2032	VEHICLE MAINTENANCE	\$ 6,000	\$ 7,917	\$ 7,500	\$ 7,500	\$ 38,000	\$ 37,000	\$ 10,000	\$ (28,000)	-73.7%
2033	RADIO MAINTENANCE	\$ 7,400	\$ 5,621	\$ 6,400	\$ 2,200	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
2034	EQUIPMENT MAINTENANCE	\$ 9,250	\$ 8,188	\$ 10,500	\$ 10,500	\$ 11,000	\$ 9,000	\$ 11,000	\$ -	0.0%
2071	PHYSICALS AND SHOTS	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ 1,000	\$ 2,000	\$ -	0.0%
3022	MOTOR FUELS	\$ 4,400	\$ 2,155	\$ 4,800	\$ 2,300	\$ 5,000	\$ 4,800	\$ 5,000	\$ -	0.0%
3004	UNIFORMS	\$ 4,000	\$ 3,609	\$ 5,000	\$ 3,000	\$ 5,000	\$ 4,500	\$ 6,000	\$ 1,000	20.0%
3005	MINOR EQUIPMENT	\$ 93,000	\$ 94,106	\$ 43,000	\$ 16,000	\$ 46,000	\$ 40,000	\$ 35,000	\$ (11,000)	-23.9%
3006	MISCELLANEOUS SUPPLIES	\$ 2,500	\$ 1,614	\$ 2,500	\$ 1,600	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
4001	OUTLAY								\$ -	0.0%
6010	TOWN GENERAL FUND	\$ 8,297	\$ 8,297	\$ 8,297	\$ 8,297				\$ -	0.0%
	SUBTOTAL	\$ 175,197	\$ 164,020	\$ 133,397	\$ 89,157	\$ 159,200	\$ 145,700	\$ 124,700	\$ (34,500)	-21.7%
	RESCUE FUND TOTAL	\$ 440,936	\$ 449,634	\$ 447,336	\$ 429,161	\$ 539,200	\$ 5,297,000	\$ 549,917	\$ 10,717	2.0%
815	SEWER FUND	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
	REVENUES									
R0348	SEWER BILLS	\$ 1,975,000	\$ 2,108,278	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ -	0.0%
R0349	CONNECTION FEES	\$ 25,000	\$ 52,250	\$ 28,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 40,000	\$ 8,000	25.0%
R0356	MISCELLANEOUS	\$ 300	\$ -	\$ 300	\$ 8,270	\$ 300		\$ 300	\$ -	0.0%
	USE OF SURPLUS								\$ -	0.0%
	TOTAL SEWER FUND REVENUES	\$ 2,000,300	\$ 2,160,528	\$ 2,028,300	\$ 2,040,270	\$ 2,032,300	\$ 2,032,000	\$ 2,040,300	\$ 8,000	0.4%
										0.0%

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	EXPENDITURES										0.0%
1001	FULL TIME PAYROLL	\$ 12,692	\$ 13,382	\$ 13,010	\$ 13,010	\$ 13,270	\$ 13,270	\$ 17,553	\$ 4,283		32.3%
1003	OVERTIME PAYROLL	\$ 1,800	\$ 644	\$ 1,200	\$ 1,000	\$ 1,225	\$ 1,000	\$ 1,225	\$ -		0.0%
1020	SOCIAL SECURITY	\$ 1,109	\$ 1,095	\$ 1,087	\$ 1,072	\$ 1,109	\$ 1,092	\$ 1,437	\$ 328		29.5%
	PERSONNEL SUBTOTAL	\$ 15,601	\$ 15,121	\$ 15,297	\$ 15,082	\$ 15,604	\$ 15,362	\$ 20,215	\$ 4,611		29.5%
2022	UNIFORMS	\$ 750	\$ 750	\$ 765	\$ 765	\$ 765	\$ 765	\$ 765	\$ -		0.0%
2037	SEWER LINE MAINTENANCE/RESERVE	\$ 140,000	\$ 3,591	\$ 140,000	\$ 125,000	\$ 155,000	\$ 125,000	\$ 155,000	\$ -		0.0%
2062	CONTINGENCY	\$ 200	\$ 121	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ -		0.0%
2071	PWD ASSESSMENT	\$ 1,513,782	\$ 1,456,444	\$ 1,515,370	\$ 1,468,692	\$ 1,590,000	\$ 1,590,000	\$ 1,650,000	\$ 60,000		3.8%
2072	ADMINISTRATIVE COSTS	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -		0.0%
2073	ALLOW FOR UNCOLLECTABLES	\$ 2,200	\$ -	\$ 2,200	\$ 8,000	\$ 2,200	\$ 2,200	\$ 2,200	\$ -		0.0%
3002	GASOLINE	\$ 276	\$ 276	\$ 310	\$ 310	\$ 332	\$ 332	\$ 315	\$ (17)		-5.1%
3040	DIESEL FUEL	\$ 374	\$ 374	\$ 435	\$ 435	\$ 485	\$ 485	\$ 485	\$ -		0.0%
4001	OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		0.0%
4004	DEBT SERVICE	\$ 219,562	\$ 219,562	\$ 219,564	\$ 219,563	\$ 219,563	\$ 219,563	\$ 219,563	\$ -		0.0%
4016	OTTAWA ROAD CSO	\$ 320,000	\$ 158,897	\$ 161,113	\$ 300,000	\$ 115,145	\$ 10,000	\$ -	\$ (115,145)		-100.0%
6010	TOWN GENERAL FUND	\$ 56,842	\$ 56,842	\$ 57,343	\$ 55,594	\$ 60,053	\$ 59,138	\$ 62,129	\$ 2,076		3.5%
	SUBTOTAL	\$ 2,255,986	\$ 1,896,857	\$ 2,099,300	\$ 2,178,559	\$ 2,145,743	\$ 2,009,683	\$ 2,092,657	\$ (53,086)		-2.5%
	SEWER FUND TOTAL	\$ 2,271,587	\$ 1,911,978	\$ 2,114,597	\$ 2,193,641	\$ 2,161,346	\$ 2,025,045	\$ 2,112,871	\$ (48,475)		-2.2%
840	SPURWINK CHURCH	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE	
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20	
	REVENUES										
R0334	RENTAL FEES	\$ 4,500	\$ 2,950	\$ 4,500	\$ 700	\$ 1,000	\$ 1,100	\$ 1,000	\$ -		0.0%
R0434	INTEREST	\$ 200	\$ 148	\$ 200	\$ 200	\$ 200	\$ 300	\$ 200	\$ -		0.0%
	TOTAL SPURWINK CHURCH FUND REVENUES	\$ 4,700	\$ 3,098	\$ 4,700	\$ 900	\$ 1,200	\$ 1,200	\$ 1,200	\$ -		0.0%
	EXPENDITURES										
1002	PART TIME PAYROLL	\$ 2,500	\$ 2,085	\$ 2,500	\$ 1,300	\$ 2,500	\$ 900	\$ 2,500	\$ -		0.0%
1020	SOCIAL SECURITY	\$ 191	\$ 126	\$ 191	\$ 90	\$ 191	\$ 69	\$ 191	\$ -		0.0%
	PERSONNEL SUBTOTAL	\$ 2,691	\$ 2,211	\$ 2,691	\$ 1,390	\$ 2,691	\$ 969	\$ 2,691	\$ -		0.0%
2001	TELEPHONE	\$ 550	\$ -	\$ 550	\$ -	\$ 550	\$ -	\$ 550	\$ -		0.0%
2002	POWER	\$ 350	\$ 640	\$ 350	\$ 450	\$ 600	\$ 575	\$ 600	\$ -		0.0%
2003	WATER	\$ 200	\$ 466	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ -		0.0%
2035	BUILDING MAINTENANCE	\$ 2,500	\$ 2,511	\$ 2,500	\$ 4,300	\$ 3,500	\$ 3,000	\$ 3,500	\$ -		0.0%
2063	ALARM SERVICE	\$ 450	\$ -	\$ 450	\$ 450	\$ 450	\$ 215	\$ 450	\$ -		0.0%
3003	HEAT	\$ 2,200	\$ 286	\$ 2,200	\$ 1,200	\$ 2,200	\$ 1,600	\$ 2,200	\$ -		0.0%
6010	TOWN GENERAL FUND	\$ 268	\$ 268	\$ 268	\$ -	\$ 300	\$ 300	\$ 300	\$ -		0.0%
	SUBTOTAL	\$ 6,518	\$ 4,171	\$ 6,518	\$ 6,600	\$ 7,800	\$ 5,890	\$ 7,800	\$ -		0.0%
	SPURWINK CHURCH TOTAL	\$ 9,209	\$ 6,382	\$ 9,209	\$ 7,990	\$ 10,491	\$ 6,859	\$ 10,491	\$ -		0.0%
860	RIVERSIDE CEMETERY	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE	
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20	
	REVENUES										
R0328	INVESTMENT INCOME	\$ 2,500	\$ 1,705	\$ 2,300	\$ 2,000	\$ 2,000	\$ 3,000	\$ 3,000	\$ 1,000		50.0%
R0330	LOT SALES	\$ 17,000	\$ 15,713	\$ 17,000	\$ 17,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ -		0.0%
R0506	RIVERSIDE DONATIONS								\$ -		0.0%
R0516	BURIAL FEES	\$ 25,000	\$ 30,750	\$ 25,000	\$ 30,000	\$ 30,000	\$ 32,000	\$ 30,000	\$ -		0.0%
R0517	RIVERSIDE MARKERS				\$ 20,000	\$ 20,000	\$ 18,000	\$ 18,000	\$ (2,000)		-10.0%
	TOTAL RIVERSIDE CEMETERY REVENUES	\$ 44,500	\$ 48,168	\$ 44,300	\$ 69,000	\$ 67,000	\$ 68,000	\$ 66,000	\$ (1,000)		-1.5%
1001	FULL TIME PAYROLL	\$ 21,372	\$ 20,302	\$ 21,905	\$ 21,905	\$ 22,344	\$ 22,344	\$ 22,836	\$ 492		2.2%
1002	PART-TIME PAYROLL	\$ 16,780	\$ 12,343	\$ 17,115	\$ 17,000	\$ 17,480	\$ 13,000	\$ 14,740	\$ (2,740)		-15.7%
1003	OVERTIME	\$ 2,075	\$ 2,041	\$ 2,200	\$ 2,200	\$ 2,244	\$ 1,600	\$ 2,290	\$ 46		2.0%
1020	SOCIAL SECURITY	\$ 3,077	\$ 2,411	\$ 3,153	\$ 3,145	\$ 3,218	\$ 2,826	\$ 3,050	\$ (168)		-5.2%
	PERSONNEL SUBTOTAL	\$ 43,304	\$ 37,097	\$ 44,373	\$ 44,250	\$ 45,286	\$ 39,770	\$ 42,916	\$ (2,370)		-5.2%
2002	POWER	\$ 260	\$ 180	\$ 260	\$ 240	\$ 250	\$ 250	\$ 200	\$ (50)		-20.0%
2003	WATER	\$ 520	\$ 228	\$ 750	\$ 1,600	\$ 750	\$ 750	\$ 785	\$ 35		4.7%
2010	PROFESSIONAL SERVICES	\$ 700	\$ 528	\$ 700	\$ 550	\$ 700	\$ 700	\$ 700	\$ -		0.0%
2012	CONTRACTED SERVICES								\$ -		0.0%
2022	UNIFORMS	\$ 750	\$ 738	\$ 765	\$ 765	\$ 765	\$ 765	\$ 765	\$ -		0.0%

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2032	MARKER REPAIRS	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
2036	STONEWALL REPAIRS	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 1,500	\$ -	0.0%
3002	GASOLINE	\$ 850	\$ 595	\$ 950	\$ 950	\$ 1,018	\$ 1,018	\$ 965	\$ (53)	-5.2%
3006	MATERIALS & SUPPLIES	\$ 2,500	\$ 2,933	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,700	\$ 200	8.0%
3008	BURIALS		\$ -						\$ -	0.0%
3040	DIESEL FUEL	\$ 525	\$ 554	\$ 610	\$ 610	\$ 680	\$ 680	\$ 680	\$ -	0.0%
4001	OUTLAY					\$ 8,000	\$ 8,000		\$ (8,000)	-100.0%
4005	LOT BUY BACK	\$ 2,250	\$ 700	\$ 2,250	\$ 1,100	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	0.0%
6010	TOWN GENERAL FUND	\$ 1,625	\$ 1,625	\$ 1,670	\$ 1,670	\$ 1,939	\$ 1,729	\$ 1,632	\$ (307)	-15.8%
	SUBTOTAL	\$ 12,480	\$ 8,081	\$ 12,955	\$ 9,985	\$ 21,302	\$ 19,592	\$ 13,127	\$ (8,175)	-38.4%
	RIVERSIDE CEMETERY TOTAL	\$ 55,784	\$ 45,178	\$ 57,328	\$ 54,235	\$ 66,589	\$ 59,362	\$ 56,043	\$ (10,546)	-15.8%
865	FORT WILLIAMS PARK FUND	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
	REVENUES									
RO337	OFFICERS ROW RENTALS	\$ 52,000	\$ 59,696	\$ 55,730	\$ 58,000	\$ 58,000	\$ 57,000	\$ 48,000	\$ (10,000)	-17.2%
RO500	BINOCULAR REVENUE	\$ 1,300	\$ 1,586	\$ 1,300	\$ 1,300	\$ 1,300	\$ 800	\$ 800	\$ (500)	-38.5%
RO508	CEREMONY FEES	\$ 4,500	\$ 9,265	\$ 4,500	\$ 4,500	\$ 4,500	\$ 6,000	\$ 6,000	\$ 1,500	33.3%
RO510	PICNIC SHELTER, BANDSTAND & GAZEBO	\$ 29,000	\$ 26,218	\$ 29,000	\$ 25,000	\$ 26,000	\$ 30,000	\$ 30,000	\$ 4,000	15.4%
RO511	SITE FEES	\$ 35,000	\$ 29,750	\$ 34,000	\$ 36,000	\$ 34,000	\$ 34,400	\$ 34,000	\$ -	0.0%
RO603	BENCH DONATIONS	\$ -	\$ -						\$ -	0.0%
RO700	FW CONCESSIONS	\$ 12,850	\$ 9,050	\$ 13,825	\$ 9,025	\$ 11,000	\$ 16,500	\$ 16,500	\$ 5,500	50.0%
RO800	BUS/TROLLEY REVENUES	\$ 49,000	\$ 43,170	\$ 49,000	\$ 54,400	\$ 49,000	\$ 55,000	\$ 109,400	\$ 60,400	123.3%
RO900	FWP DONATION BOXES	\$ 12,000	\$ 16,825	\$ 14,000	\$ 16,000	\$ 16,000	\$ 17,000	\$ 16,000	\$ -	0.0%
	TOTAL FORT WILLIAMS PARK REVENUES	\$ 195,650	\$ 195,560	\$ 201,355	\$ 204,225	\$ 199,800	\$ 216,700	\$ 260,700	\$ 60,900	30.5%
	EXPENDITURES									
4005	MASTER & BUSINESS PLAN UPDATE							\$ 65,000	\$ 65,000	0.0%
4006	MISC. PROJ. TBD BY THE FWPC	\$ 15,000	\$ 21,008	\$ 15,000	\$ 15,000	\$ 20,000	\$ 18,000	\$ 20,000	\$ -	0.0%
4015	BANDSTAND PAINTING AND REPAIRS					\$ 6,000			\$ (6,000)	-100.0%
4016	PARK SIGNAGE IMPROVEMENTS					\$ 8,000	\$ 8,000		\$ (8,000)	-100.0%
4017	BLEACHER IMPROVEMENTS - P & E ONLY	\$ 440,000	\$ 1,548					\$ 55,000	\$ 55,000	0.0%
4018	PERIMETER FENCING REPLACEMENT			\$ 35,000	\$ 30,500	\$ 9,100	\$ 9,533		\$ (9,100)	-100.0%
4019	INVASIVE PLANT CONTROL MGT					\$ 10,000	\$ 10,000	\$ 7,500	\$ (2,500)	-25.0%
4020	ENTRANCE ROAD GUARDRAIL REP.	\$ 21,000	\$ 20,700						\$ -	0.0%
4021	PARADE FIELD SIDEWALK IMPROV.					\$ 12,000	\$ 20,000		\$ (12,000)	-100.0%
4022	CLIFF WALK SAFETY IMPROVEMENTS	\$ 15,000	\$ 12,080	\$ 25,000	\$ 20,250	\$ 98,600	\$ 80,245	\$ 105,000	\$ 6,400	6.5%
4025	BATTERY BLAIR FENCING					\$ 4,500	\$ 4,620		\$ (4,500)	-100.0%
4026	PICNIC SHELTER P-LOT PED IMPROV.			\$ 44,000	\$ 48,000				\$ -	0.0%
4027	WHEATLEY ROAD GUARDRAIL	\$ 8,500	\$ 7,300						\$ -	0.0%
4030	BASKETBALL COURT REHABILITATION			\$ 65,000	\$ 65,000			\$ 30,000	\$ 30,000	0.0%
4031	OVERFLOW PARKING AREA -ADA- PARK			\$ 15,000	\$ 15,000		\$ 20,000		\$ -	0.0%
4032	OVERFLOW PARKING AREA - WALK REP.	\$ 20,000	\$ 8,975						\$ -	0.0%
4033	BATTERY BLAIR WALL STABILIZATION			\$ 56,000	\$ 56,000				\$ -	0.0%
6010	GENERAL FUND CONT.	\$ 14,100	\$ 14,100	\$ 9,135	\$ 9,135	\$ 5,046		\$ 8,475	\$ 3,429	68.0%
	FORT WILLIAMS PARK TOTAL	\$ 533,600	\$ 85,711	\$ 264,135	\$ 258,885	\$ 173,246	\$ 170,398	\$ 290,975	\$ 117,729	68.0%
870	PORTLAND HEAD LIGHT	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
	REVENUES									
R0555	DONATIONS	\$ 1,800	\$ 3,915	\$ 2,000	\$ 2,000	\$ 2,000	\$ 3,000	\$ 2,200	\$ 200	10.0%
R0556	MUSEUM ADMISSIONS	\$ 48,000	\$ 60,263	\$ 53,000	\$ 53,000	\$ 53,000	\$ 55,000	\$ 55,000	\$ 2,000	3.8%
R0557	GIFT SHOP SALES	\$ 505,000	\$ 565,554	\$ 520,000	\$ 620,000	\$ 580,000	\$ 650,000	\$ 630,000	\$ 50,000	8.6%
R0558	BINOCULARS	\$ 1,000	\$ 940	\$ 1,000	\$ 1,000	\$ 1,000	\$ 900	\$ 1,000	\$ -	0.0%
R0560	INTEREST AND MISCELLANEOUS				\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
	TOTAL PORTLAND HEAD LIGHT FUND REVENUES	\$ 555,800	\$ 630,672	\$ 576,000	\$ 676,000	\$ 636,000	\$ 708,900	\$ 688,200	\$ 52,200	8.2%
	EXPENDITURES									
1001	FULL TIME PAYROLL	\$ 74,080	\$ 73,899	\$ 75,560	\$ 75,560	\$ 77,160	\$ 77,160	\$ 78,720	\$ 1,560	2.0%
1002	PART TIME PAYROLL	\$ 68,170	\$ 56,227	\$ 67,333	\$ 67,333	\$ 85,500	\$ 85,500	\$ 85,500	\$ -	0.0%
1020	SOCIAL SECURITY	\$ 10,890	\$ 8,864	\$ 11,110	\$ 11,110	\$ 11,335	\$ 11,335	\$ 11,561	\$ 226	2.0%
1023	ICMA DEFERRED COMPENSATION	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ -	0.0%

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1025	HEALTH INSURANCE	\$ 20,990	\$ 20,990	\$ 22,040	\$ 22,040	\$ 22,920	\$ 22,920	\$ 23,840	\$ 920	4.0%
	PERSONNEL SUBTOTAL	\$ 180,630	\$ 166,480	\$ 182,543	\$ 182,543	\$ 203,415	\$ 203,415	\$ 206,121	\$ 2,706	1.3%
2001	TELEPHONE	\$ 2,200	\$ 1,548	\$ 2,200	\$ 2,200	\$ 2,200	\$ 1,800	\$ 2,000	\$ (200)	-9.1%
2002	POWER	\$ 2,500	\$ 2,034	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
2004	PRINTING AND ADVERTISING	\$ 10,500	\$ 6,533	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ -	0.0%
2005	POSTAGE	\$ 150	\$ -	\$ 150	\$ 150	\$ 150	\$ 50	\$ 150	\$ -	0.0%
2006	TRAVEL	\$ 200	\$ 20	\$ 200	\$ 200	\$ 200	\$ -	\$ 200	\$ -	0.0%
2007	DUES AND MEMBERSHIPS	\$ 1,000	\$ 379	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,200	\$ 1,200	\$ 200	20.0%
2008	TRAINING	\$ 3,500	\$ 2,907	\$ 3,500	\$ 2,500	\$ 3,500	\$ 2,500	\$ 3,500	\$ -	0.0%
2009	CONFERENCES AND MEETINGS	\$ 200	\$ 600	\$ 200	\$ 200	\$ 200	\$ -	\$ 200	\$ -	0.0%
2010	PROFESSIONAL SERVICES	\$ 21,000	\$ 1,929	\$ 21,000	\$ 21,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ -	0.0%
2013	COLLECTIONS	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ -	0.0%
2014	RESEARCH AND DEVELOPMENT	\$ 150	\$ -	\$ 150	\$ 150	\$ 150	\$ -	\$ 150	\$ -	0.0%
2034	OFFICE EQUIPMENT	\$ 1,000	\$ 400	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
2035	BUILDING MAINTENANCE	\$ 20,000	\$ 22,271	\$ 20,000	\$ 20,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	0.0%
2036	GROUNDS MAINTENANCE	\$ 8,500	\$ 26,136	\$ 8,500	\$ 8,500	\$ 12,000	\$ 12,000	\$ 13,000	\$ 1,000	8.3%
2062	CONTINGENCY	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -	0.0%
2063	ALARM COVERAGES		\$ 323	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
2089	INSURANCE COVERAGES	\$ 4,000	\$ 4,360	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ -	0.0%
3001	OFFICE SUPPLIES	\$ 600	\$ 361	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ -	0.0%
3003	HEAT	\$ 6,000	\$ 3,442	\$ 6,000	\$ 6,000	\$ 6,000	\$ 4,500	\$ 5,000	\$ (1,000)	-16.7%
3006	MISCELLANEOUS SUPPLIES	\$ 100	\$ -	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	0.0%
3007	CLEANING SUPPLIES	\$ 200	\$ 9	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ -	0.0%
3020	BOOKS	\$ 100	\$ -	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	0.0%
4001	OUTLAY	\$ 10,000	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ -	0.0%
4002	MUSEUM DEVELOPMENT	\$ 6,000	\$ -	\$ 6,000	\$ 6,000	\$ 6,000	\$ 4,500	\$ 6,000	\$ -	0.0%
4010	GIFT SHOP COSTS	\$ 255,000	\$ 325,343	\$ 270,000	\$ 325,000	\$ 300,000	\$ 325,000	\$ 350,000	\$ 50,000	16.7%
6010	TOWN GENERAL FUND	\$ 7,200	\$ 8,220	\$ 7,200	\$ 8,220	\$ 8,220	\$ 8,220	\$ 8,220	\$ -	0.0%
		\$ 362,600	\$ 406,815	\$ 378,100	\$ 433,120	\$ 424,620	\$ 432,270	\$ 474,620	\$ 50,000	11.8%
	PORTLAND HEAD LIGHT TOTAL	\$ 543,230	\$ 573,295	\$ 560,643	\$ 615,663	\$ 628,035	\$ 635,000	\$ 670,241	\$ 42,206	6.7%
875	THOMAS JORDAN TRUST	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2011	AUDIT SERVICES	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 875	\$ 1,000	\$ -	0.0%
5101	CLIENT ASSISTANCE/ADMIN.	\$ 50,000	\$ 27,262	\$ 50,000	\$ 10,000	\$ 35,000	\$ 10,000	\$ 35,000	\$ -	0.0%
6010	TOWN GENERAL FUND	\$ 1,035	\$ 1,035	\$ 1,035	\$ 1,035	\$ 1,035	\$ 1,035	\$ 1,035	\$ -	0.0%
	THOMAS JORDAN TOTAL	\$ 52,035	\$ 28,297	\$ 52,035	\$ 12,035	\$ 37,035	\$ 11,910	\$ 37,035	\$ -	0.0%
750	INFRASTRUCTURE IMPROVEMENT FUND	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
4001	TOWN CENTER FIRE STATION LIGHTING									
4002	THOMAS MEMORIAL LIBRARY PHASE II									
4003	LIBRARY LIGHTING UPGRADE									
4004	POOL DECTRON UNIT REPAIRS									
4005	POLICE SHELIVING									
4006	TOWN CENTER FIRE STATION PAINTING/SIGNS									
4007	TOWN CENTER LIGHT FIXTURES REPLACEMENTS									
	INFRASTRUCTURE FUND TOTAL									
GF	CARRY FORWARD FUNDING FOR CIP	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 281,000	\$ 281,000	\$ 300,000	\$ 19,000	6.8%
SF	TOTAL SPECIAL FUNDS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
		\$ 4,006,381	\$ 3,200,475	\$ 3,605,284	\$ 3,671,609	\$ 3,896,942	\$ 8,486,574	\$ 4,027,573	\$ 130,631	3.6%
CT	CUMBERLAND COUNTY TAX ASSESSMENT	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
		\$ 1,247,048	\$ 1,247,048	\$ 1,331,150	\$ 1,331,050	\$ 1,392,240	\$ 1,376,569	\$ 1,456,670	\$ 64,430	4.8%

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CT	HOMESTEAD ABATEMENT	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
		\$ 312,000	\$ 312,000	\$ 375,600	\$ 373,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ -	0.0%
	GRAND TOTALS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
	TOTAL GENERAL FUND	\$ 14,733,066	\$ 12,845,574	\$ 14,026,402	\$ 13,380,859	\$ 14,522,489	\$ 14,447,916	\$ 15,451,266	\$ 928,777	6.4%
	TOTAL SPECIAL FUNDS	\$ 4,006,381	\$ 3,200,475	\$ 3,605,284	\$ 3,671,609	\$ 3,896,942	\$ 8,486,574	\$ 4,027,573	\$ 130,631	3.4%
	GRAND TOTAL	\$ 18,739,447	\$ 16,046,049	\$ 17,631,686	\$ 17,052,468	\$ 18,419,431	\$ 22,934,490	\$ 19,478,839	\$ 1,059,408	5.8%



**Town of Cape Elizabeth, Maine
General Government (100s)
Fiscal Year 2020
July 1, 2019-June 30, 2020**

Administration (110)

Department Line Item Budget		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
110	ADMINISTRATION	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 382,444	\$ 369,111	\$ 377,112	\$ 377,112	\$ 384,657	\$ 413,900	\$ 489,310	\$ 104,653	27.2%
1003	OVERTIME	\$ 2,000	\$ -	\$ 2,000	\$ 500	\$ 2,000	\$ 500	\$ 2,000	\$ -	0.0%
1020	SOCIAL SECURITY	\$ 29,410	\$ 25,243	\$ 28,658	\$ 28,887	\$ 29,579	\$ 31,702	\$ 37,585	\$ 8,006	27.1%
	SUBTOTAL PERSONNEL	\$ 413,854	\$ 394,354	\$ 407,770	\$ 406,499	\$ 416,236	\$ 446,102	\$ 528,895	\$ 112,659	27.1%
2001	TELEPHONE	\$ 34,000	\$ 32,142	\$ 34,000	\$ 33,000	\$ 34,000	\$ 32,500	\$ 34,000	\$ -	0.0%
2004	PRINTING & ADVERTISING	\$ 10,000	\$ 9,436	\$ 10,000	\$ 9,500	\$ 15,300	\$ 12,000	\$ 15,300	\$ -	0.0%
2005	POSTAGE	\$ 11,000	\$ 10,912	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,300	\$ 12,000	\$ 1,000	9.1%
2006	TRAVEL	\$ 5,500	\$ 4,636	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,000	\$ 5,500	\$ -	0.0%
2007	DUES & MEMBERSHIPS	\$ 1,730	\$ 653	\$ 1,650	\$ 1,100	\$ 1,650	\$ 1,500	\$ 1,650	\$ -	0.0%
2008	TRAINING	\$ 1,800	\$ 72	\$ 1,800	\$ 400	\$ 1,800	\$ 1,800	\$ 1,800	\$ -	0.0%
2009	CONFERENCES & MEETINGS	\$ 3,600	\$ 3,442	\$ 4,600	\$ 4,400	\$ 4,600	\$ 4,400	\$ 4,600	\$ -	0.0%
2010	PROFESSIONAL SERVICES	\$ 6,000	\$ 7,664	\$ 6,000	\$ 6,000	\$ 6,000	\$ 4,500	\$ 6,000	\$ -	0.0%
2015	INTERNET-ON-LINE CHARGES	\$ 11,000	\$ 8,247	\$ 11,000	\$ 8,300	\$ 13,000	\$ 9,000	\$ 13,000	\$ -	0.0%
2016	RECORDS PRESERVATION	\$ 6,000	\$ 1,480	\$ 6,500	\$ 6,000	\$ 2,000	\$ 500	\$ 2,000	\$ -	0.0%
2034	OFFICE EQUIPMENT	\$ 1,000	\$ 359	\$ 1,000	\$ 1,000	\$ 1,000	\$ 600	\$ 1,000	\$ -	0.0%
2088	COMPUTER MAINTENANCE	\$ 29,000	\$ 28,355	\$ 30,000	\$ 30,000	\$ 30,000	\$ 29,000	\$ 35,000	\$ 5,000	16.7%
2200	SCHOOL NETWORK ASSISTANCE	\$ 41,000	\$ 41,000	\$ 46,174	\$ 46,174	\$ 48,482	\$ 48,482	\$ 49,500	\$ 1,018	2.1%
2300	BANK FEES	\$ 10,000	\$ 3,477	\$ 10,000	\$ 5,500	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
3001	OFFICE SUPPLIES	\$ 6,000	\$ 4,630	\$ 6,000	\$ 5,200	\$ 6,000	\$ 5,500	\$ 6,000	\$ -	0.0%
4021	TECHNOLOGY EQUIPMENT			\$ -		\$ 12,700	\$ 8,500	\$ 15,000	\$ 2,300	18.1%
	SUBTOTAL	\$ 177,630	\$ 156,505	\$ 185,224	\$ 173,074	\$ 203,032	\$ 184,582	\$ 212,350	\$ 9,318	4.6%
110	ADMINISTRATION	\$ 591,484	\$ 550,859	\$ 592,994	\$ 579,573	\$ 619,268	\$ 630,684	\$ 741,245	\$ 121,977	19.7%

Account 1101001 Full Time Payroll

Positions	FY 2018	FY 2019	FY 2020
Town Manager	112,500	112,500	112,500
Asst. Town Manager/Town Clerk	94,115	96,000	97,920
Finance Director - New			87,500
Deputy Town Clerk/Tax Clerk	44,585	54,724	55,830
Municipal Agent/Tax Clerk	46,002	46,922	47,840
RV Agent/Tax Clerk	40,392	41,200	43,860
RV Agent/Tax Clerk	40,392	41,200	43,860
	377,986	392,546	489,310

Telephone 1102003 **\$34,000**

We replaced our 15 year old telephones in 2011 with a VOIP system. In addition to landlines, phone system maintenance and long distance services, the account also includes a \$1,080 budget for mobile service for the Town Manager and \$2,205 for a line that connects public works with the system in the Town Center. The regular monthly bill from Otelco Communications is about \$2,500. This account funds phone service at Town Hall, the Police, Fire and Public Works Departments and the Thomas Memorial Library.

Printing and Advertising (1102004) **\$15,300**

Tax Bill Printing	7,000
Photocopy Lease and supplies	7,300
Town Report	600
Miscellaneous	400

Postage (1102005) **\$12,000**

Mailing of Tax Bills (9000*.55)	4,950
Certified Mails and late notices	4,500
Invoice Payments	2,000
Miscellaneous pieces (approx 800)	550

Travel (1102006) **\$5,500**

Mileage Allowances and Misc. Reimbursements, includes \$4,800 vehicle allowance for town manager

Dues and Memberships (1102007) **\$1,650**

ICMA 1,100, Me Mgrs. 250, Misc. Assns. 300

Training and Conferences and Meetings (1102008 and 1102009) **\$ 6,400**

These accounts cover all in-state meetings for the town manager, the assistant manager, the town clerk and the tax office personnel and covers all out of state travel for administrative personnel and department heads. The exact allocation of the funds is at the discretion of the town manager.

Professional Services (1102010) **\$6,000**

Deed Filing Fees	1,500
Misc. Studies/Projects	4,500

Internet-On Line Charges (1102015) **\$13,000**

This account funds our costs for our online services and for Google Mail.

Time Warner Business Class \$370.00 per month or \$4,400 per year. This is for the town hall, the police department, public works and the town center fire station. The library receives free service through the Maine State Library.

The Google mail service costs \$3,750 per year for 75 accounts at \$50.00 each. This year also adds a new email archival service for management of emails and improved responses for freedom of access requests, the cost of this service and storage is \$3,500 annually.

A separate account for the Cape Cottage fire station is \$52 per month or \$624 per year.

This account also pays for cloud services for online property tax payments currently amounting to \$600 per year.

Records Preservation (1102016) \$2,000
This funds the permanent binding of vital records, council records and financial records. This is a reduction from last year of \$4,500

Office Equipment (1102034) \$1,000
Miscellaneous Purchases

Computer Maintenance (1102088) \$35,000
This is for maintenance of our main frame and for various software licensing fees. The account has been under funded for a number of years.

School Network Assistance (1102000) \$49,500
This is the town share of the school technology personnel who assist the town. The increase reflects additional school costs.

Bank Fees (1102300) \$10,000
\$6,000 is budgeted for bank courier services as without a branch bank in Cape Elizabeth, the deposits must now be safely transported to South Portland. The fee is just under \$25.00 per day.

Office Supplies (1103001) \$6,000

Copier Paper	2,000
Letterhead/Envelopes	600
Coffee	500
Toner Cartridges	600
Miscellaneous	2,450

Technology Equipment (1104021) \$15,000
This fund is for additional replacement of computers (\$12,200) across multiple departments and installation of a projection system and screen in the Police Department meeting room (\$2,800).

MEMORANDUM

TO: Matthew Sturgis, Town Manager
FROM: Maureen O'Meara, Town Planner
DATE: February 11, 2019
SUBJECT: FY 2020 Assessing / Codes / Planning (ACP) budget

Attached is the recommended ACP budget for FY 2020. The budget represents funding for the Assessing, Code Enforcement and Planning Departments, which includes three department heads and 2 support staff shared by 3 departments and the Town Manager.

What to expect in FY 2020

The Assessing Department will continue to maintain property ownership and assessment records. For FY 2020, Assessing will also be doing pre-work for the anticipated property revaluation. System upgrades to the NDS / CAMA (Computer automated mass appraisal) software will be completed. The Assessor is also the town liaison for the 2020 U.S. Census.

The Code Enforcement Department experienced explosive growth in building permits and inspections in FY2019. This high level of activity is expected to continue but not further increase. After years of process and preparation, Code Enforcement now expects FEMA mapping to be adopted in early 2020.

The Planning Department will continue to provide support to the Planning Board, Conservation Committee and Ordinance Committee. The shift in FY 2020 will be from development of the comprehensive plan to projects that were put on hold during the comp plan process and implementation of the comprehensive plan following Town Council adoption.

A 1.4% increase is proposed for the FY2020 budget. The largest line item is employee compensation, which includes an increase of 2% in compensation. Most of budget flat funds the department at last year's level. Increases are proposed to provide additional training for staff and reference manuals. A decrease in funding is also proposed for the Cumberland County deed subscription service based on actual costs over the last 12 months.

120	ASSESSING/CODES/PLANNING	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	ACTUAL	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	342,080	321,000	316,725	316,725	324,890	324,890	329,501	\$ 4,611	1.4%
1002	PART TIME PAYROLL	0	0	0	0	0		0	\$ -	
1020	SOCIAL SECURITY	26,170	26,170	24,230	24,230	24,854	24,854	25,207	\$ 353	1.4%
	SUBTOTAL PERSONNEL	368,250	347,170	340,955	338,980	349,744	349,744	354,708	\$ 4,964	1.4%
2000	CELLULAR PHONE	1,800	1,800	1,800	1,800	1,800	1,800	1,872	\$ 72	4.0%
2004	PRINTING & ADVERTISING	1,100	1,100	1,500	1,500	1,500	1,500	1,500	\$ -	0.0%
2006	TRAVEL	7,500	7,500	7,500	7,500	7,500	7,500	7,500	\$ -	0.0%
2007	DUES & MEMBERSHIPS	1,470	1,470	1,470	1,470	1,145	1,145	1,245	\$ 100	8.7%
2009	CONFERENCES & MEETINGS	3,320	3,320	3,320	3,320	3,320	3,320	4,080	\$ 760	22.9%
2010	PROFESSIONAL SERVICES	5,100	5,100	5,100	5,100	5,400	5,400	4,900	\$ (500)	-9.3%
2011	GIS MAINTENANCE	13,700	13,700	13,700	13,700	11,200	11,200	11,200	\$ -	0.0%
2018	PLANNING CONSULTING	4,000	4,000	4,000	4,000	4,000	4,000	4,000	\$ -	0.0%
2019	CODES TECHNICAL SUPPORT	5,300	5,300	6,600	6,600	6,600	6,600	6,600	\$ -	0.0%
2034	OFFICE EQUIP MAINTENANCE	1,825	1,825	1,825	1,825	1,825	1,825	1,825	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	1,000	1,000	1,000	1,000	1,300	1,300	1,300	\$ -	0.0%
3020	BOOKS/PUBLICATIONS	1,550	1,550	1,550	1,550	1,550	1,550	1,550	\$ -	0.0%
	SUBTOTAL	47,665	60,065	49,365	49,365	47,140	47,140	47,572	\$ 432	0.9%
	TOTAL ACP	415,915	407,235	390,320	388,345	396,884	396,884	402,280	\$ 5,396	1.4%

ASSESSING/CODES/PLANNING (120)

1001 Full Time Payroll

329,501

	<u>FY19 Hrs/Wk</u>	<u>FY20 Hrs/Wk</u>	<u>Actual FY19</u>	<u>FY 2020</u>
Town Planner	40	40	90,307	\$92,113
Code Enforcement Officer	40	40	72,729	\$74,184
Assessor	40	40	71,400	\$72,828
Office Manager	40	40	22.01 /hr	22.45/hr
			(\$45,781)	(\$46,696)
ACP Secretary	40	40	20.59/hr	\$21.00/hr
			(\$42,827)	(\$43,680)
TOTAL			\$323,044	\$329,501

All positions are budgeted with a 2.0% increase.

1002 Part Time Payroll

0

1020 Social Security

25,207

\$ 329,501 x .0765 = \$25,207

2000 Cellular Phone

1,872

This account provides a \$52/month allowance for a cell phone for the Planner, Assessor and Code Enforcement Officer.

2004 Printing and Advertising

1,500

This account pays for miscellaneous ads, notices, business cards and updated ordinances.

2006 Travel

7,500

This account provides for a mileage reimbursement of \$2,500 each for the Planner, Code Enforcement Officer and Assessor.

2007 Dues and Membership

1,245

Planner (APA/AICP, NNECAPA- Maine Association of Planners)	700
Code Enforcement Officer (MBOIA, Electrical Inspectors, Miscellaneous)	275
Assessor (IAAO, MAAO)	270

2009 Conference and Meetings

4,080

This account funds training needed to maintain professional certifications. A budget increase is proposed to fund an additional training course for the assessor to comply with changes in certification requirements and to increase funding for the planner to attend the NNECAPA conference.

Planner:

Maine Association of Planners Meeting	50
NNECAPA Conference (cost varies based on location)	650
Miscellaneous Training workshops	60

Code Enforcement Officer:

NEBOIA Seminar	350
MBOIA Quarterly meeting and monthly Board of Directors meeting	150
Miscellaneous workshops and training sessions	500

Assessor:

IAAO quarterly seminars	120
IAAO Training Course	1100
MAAO annual training	400
State of Maine Tax School	300
NE Regional Assessors Conference	400

2010 Professional Services

4,900

Consulting services are retained as needed to maintain the Town's assessing data. An update to construction pricing manuals will be obtained as pre-work for the revaluation.

Cumberland County deed subscription service	1,000
Assessing map updates and commitment book	3,300
Construction pricing manual subscription	600

2011 GIS Maintenance

11,200

This account funds maintenance of the town's computerized mapping system, including replacement of aerial photos, data layer updates and development of new data layers.

Maintenance/development of data layers	2,000
Mapgeo annual maintenance	3,500
Training	200
Technical Assistance (37 hours a year)	3,300
Hardware/Software maintenance, registrations	1,200
Supplies	1,000

2018 Planning Consulting

4,000

As needed, specialized skills are contracted for through this account to prepare studies for the Planning Board and planning-related issues.

2019 Codes Technical Assistance

6,600

\$6,400 is needed for the code enforcement software maintenance contract, plus a clothing allowance for the Code Enforcement Officer.

2034 Office Equipment and Maintenance

1,825

This account is used for office equipment maintenance and repair, and purchase of equipment supplies.

3006 Miscellaneous Supplies

1,300

All incidental office supplies are purchased with this account.

3020 Books and Publications

1,550

Subscriptions to publications such as Zoning News and Zoning Bulletin are funded from this account, as well as occasional reference manuals. Building, Electrical and Plumbing Codes update every 3 years, requiring purchase of updated codes.

Town Council (130) and Legal and Audit (135)

ACCOUNT SUMMARY

130	TOWN COUNCIL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2009	CONFERENCES AND MEETINGS	\$ 500	\$ 180	\$ 500	\$ 100	\$ 500	\$ 350	\$ 500	\$ -	0.0%
130	TOWN COUNCIL	\$ 500	\$ 180	\$ 500	\$ 100	\$ 500	\$ 100	\$ 500	\$ -	0.0%
135	LEGAL & AUDIT	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2010	LEGAL SERVICES	\$ 45,000	\$ 41,600	\$ 45,000	\$ 45,000	\$ 155,000	\$ 155,000	\$ 140,000	\$ (15,000)	-9.7%
2011	AUDIT SERVICES	\$ 34,000	\$ 32,100	\$ 34,000	\$ 30,000	\$ 35,000	\$ 33,000	\$ 35,000	\$ -	0.0%
135	LEGAL AND AUDIT	\$ 79,000	\$ 73,700	\$ 79,000	\$ 75,000	\$ 190,000	\$ 188,000	\$ 175,000	\$ (15,000)	-7.9%

The town council conferences and meetings account is for food that is sometimes but rarely purchased in conjunction with meetings that begin at 6:00 p.m. It also covers registration fees for any council members attending training session and MMA events.

The legal services account is experiencing consistent employment primarily due to land use related issues related to zoning, paper streets, and other unforeseen issues. The legal budget was decreased by \$15,000 from the anticipated expenditure of 2019, however the original budget for legal services in 2019 was increased to \$155,000 due to litigation in 2019. Audit amount remains as budgeted.

ELECTIONS (0140)

PART TIME PAYROLL (0140-1002) ***\$50,710.00***

PERSONNEL

Election Central Staff	\$37,700.00
Election Day	\$13,010.00
Total Election Payroll	\$50,710.00

The majority of the part time payroll budget is Election Central staff hired approximately 30 days prior to an election to assist with election activities including absentee balloting (as required by law) and voter registration. Election day staffing will include ample staff to assist voters through the process. **An estimate to staff a potential election in the spring of 2020 is included.**

Hourly rates for ballot clerks are recommended to be \$.50 more than the anticipated January 1, 2020 minimum wage increase.

Warden	\$14.00
Deputy Registrar	\$12.50
Ballot Clerk	\$12.50

SOCIAL SECURITY (0140-1020) ***\$3,840.00***

PRINTING/ADVERTISING (0140-2004) ***\$3,550.00***

Voter registration cards and related election material	\$ 500.00
Advertising	\$ 100.00
Ballots and Shipping	\$ 2,950.00

The town is responsible for the cost and printing of municipal election ballots. **Because the FY 2020 ballots costs are unknown, ballots are budgeted at the current rate of \$.30 per ballot.**

PROFESSIONAL SERVICES (0140-2010) \$7,600.00

The State of Maine will be entering into new voter machine contracts after the November 2019 election. **Because costs associated with new machines are unknown, costs are budgeted at the current rate.** For budgeting purposes, the assumption is the State will provide 2 machines. It is recommended the Town lease an additional 6 machines for a total of 8. This is an increase of two machines which will provide for three lines on election day. This budget assumes the State will continue to pay for programming for state elections and the town will be responsible for municipal elections.

Programming	\$2,700.00
Voter Tabulation Machines (6)	\$4,900.00

MISC. SUPPLIES/EQUIPMENT (0140-3001) \$1,450.00

Refreshments, lunch and dinner is provided for election staff. Funds are included for election signs and a few portable voting booths.

An increase in the reimbursement to the administrative postage account for the mailing of absentee ballots is also included.

OUTLAY (0140-4001)

No request for fiscal year 2020.

February 15, 2019

Dear Christopher M. Straw, Chairman Finance Committee,
Members of the Finance Committee:

I am pleased to submit for your consideration the Fiscal Year 2020 Elections Budget.

This budget provides for state and municipal elections on November 5, 2019, the school budget validation referendum election and primary on June 9, 2020 and staffing for a possible new election in the spring of 2020.

Preparing the FY 2020 budget has been a challenge since there are two important unknowns.

- 1) The state legislature is reviewing a proposal to replace party caucuses with presidential primaries beginning in the spring of 2020. If the legislature approves the proposal, we will be required to hold an additional election with unknown costs to the town. This budget proposal includes an estimate to staff an additional state election.
- 2) The state lease on the voter tabulations machines (DS 200) expires in November 2019. As of now, it is unknown what machines towns will be required to use and associated costs. Soon the state will begin requests for proposals for new voting equipment. This budget proposal for ballots, machine programming and rentals is based on current costs.

If you recall at the November 14, 2018 town council meeting, we discussed the continued high voter participation in Cape Elizabeth and how the process may be improved. Elections are mandated by state law so towns are limited in some approaches they may want to take. This budget includes funding for two additional machines to bring the total to 8; three sets of machines on election day and two machines for absentee ballots. Again, since the costs after November 2019 are unknown, this budget is based on current costs. This budget includes an increase in the hourly wage for election staff. Although rates for election staff have not been based on the minimum wage, with the minimum wage having just increased and increasing again January 1, 2020, I am proposing an increase of \$.50 more per hour than the 1/1/2020 increase provides.

Designating a no-student day on the day of the November election continues to be a tremendous help with parking and congestion within the high school. Thank you to the school department for their consideration of continuing this practice.

Elections are a collaborative effort requiring the commitment of many individuals. Please be assured we continue to work hard to provide a positive voting experience. Thank you to the election staff for their hard work and dedication. Thank you to town and school departments for their continued assistance and support.

I am available to answer any questions.

Thank you very much.

Sincerely yours,

Debra M. Lane

Debra M. Lane
Assistant Town Manager & Town Clerk

Boards and Commissions (150) and Insurance (160)

		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
150	BOARDS AND COMMISSIONS									
1002	PART TIME PAYROLL	\$ 4,000	\$ 2,370	\$ 4,000	\$ 3,300	\$ 4,000	\$ 2,600	\$ 4,000	\$ -	0.0%
1020	SOCIAL SECURITY	\$ 306	\$ 197	\$ 306	\$ 200	\$ 306	\$ 200	\$ 306	\$ -	0.0%
	SUBTOTAL PERSONNEL	\$ 4,306	\$ 2,567	\$ 4,306	\$ 3,500	\$ 4,306	\$ 2,800	\$ 4,306	\$ -	0.0%
2009	CONFERENCES AND MEETINGS	\$ 200	\$ -	\$ 200	\$ -	\$ 200	\$ -	\$ 200	\$ -	0.0%
2060	ARTS COMMISSION/ARTS SUPPORT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
2066	PLANNING BOARD	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ 200	\$ 2,000	\$ -	0.0%
2070	CONSERVATION COMMISSION	\$ 1,000	\$ 150	\$ 1,000	\$ 300	\$ 1,000	\$ 300	\$ 1,000	\$ -	0.0%
2080	RECYCLING COMMITTEE	\$ 1,000	\$ 32	\$ 1,000	\$ 100	\$ 1,000	\$ 500	\$ 1,000	\$ -	0.0%
2081	SPECIAL COMMITTEES/GOALS IMPLEMENTATION	\$ 10,000	\$ -	\$ 5,000	\$ 3,600	\$ 5,000	\$ 900	\$ 5,000	\$ -	0.0%
2090	VOLUNTEER/STAFF APPRECIATION	\$ 6,000	\$ 3,606	\$ 6,000	\$ 3,800	\$ 6,000	\$ 7,200	\$ 6,000	\$ -	0.0%
	SUBTOTAL	\$ 20,200	\$ 3,788	\$ 15,200	\$ 7,800	\$ 15,200	\$ 9,100	\$ 15,200	\$ -	0.0%
150	BOARDS AND COMMISSIONS	\$ 24,506	\$ 6,355	\$ 19,506	\$ 11,300	\$ 19,506	\$ 11,900	\$ 19,506	\$ -	0.0%
160	INSURANCE									
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2089	MISCELLANEOUS INSURANCE	\$ 102,000	\$ 103,054	\$ 103,500	\$ 103,500	\$ 105,000	\$ 112,000	\$ 117,000	\$ 12,000	11.4%
2091	SELF INSURANCE/DISASTER RECOVERY	\$ 3,000	\$ -	\$ 3,000	\$ 1,000	\$ 3,000	\$ 1,000	\$ 3,000	\$ -	0.0%
160	INSURANCE	\$ 105,000	\$ 103,054	\$ 106,500	\$ 104,500	\$ 108,000	\$ 113,000	\$ 120,000	\$ 12,000	11.1%

Boards and Commissions (150)

Support for initiatives of boards and commissions is proposed for flat funding with the exception of special committees. Many past initiatives that are continuing now appear in the budgets of line departments.

Part time payroll is projected to cover the meetings scheduled for the year that had been customarily provided with minutes assistance.

Insurance (160)

Line 160-2089 covers our general liability coverage, public officials liability coverage, police liability coverage, ambulance professional liability, buildings and property, and coverage for our rolling stock. The increase is due to claims, increased value of assets, and general fee increase.

Line 160-2091 covers expenses within our \$1,000 deductible.

Employee Benefits (170)

170	EMPLOYEE BENEFITS/HR SUPPORT	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1021	ME STATE RETIREMENT	\$ 190,000	\$ 143,864	\$ 195,700	\$ 180,000	\$ 211,400	\$ 211,400	\$ 234,000	\$ 22,600	10.7%
1023	ICMA 401A PLAN-(RETIREMENT)	\$ 198,000	\$ 203,128	\$ 202,000	\$ 202,000	\$ 208,000	\$ 208,000	\$ 220,000	\$ 12,000	5.8%
1024	DISABILITY PLAN	\$ 19,600	\$ 18,306	\$ 19,600	\$ 19,600	\$ 21,000	\$ 19,600	\$ 22,000	\$ 1,000	4.8%
1025	HEALTH INSURANCE	\$ 780,000	\$ 715,903	\$ 750,000	\$ 750,000	\$ 787,300	\$ 787,300	\$ 860,000	\$ 72,700	9.2%
1026	WORKERS COMPENSATION	\$ 130,000	\$ 114,785	\$ 140,000	\$ 115,000	\$ 140,000	\$ 120,000	\$ 140,000	\$ -	0.0%
1030	GROUP LIFE INSURANCE	\$ 1,600	\$ 1,547	\$ 1,600	\$ 1,600	\$ 1,800	\$ 1,700	\$ 1,900	\$ 100	5.6%
1031	UNEMPLOYMENT COMP	\$ 6,600	\$ 1,671	\$ 3,000	\$ 1,500	\$ 3,000	\$ 16,000	\$ 17,000	\$ 14,000	466.7%
1032	VACATION-SICK ACCRUAL	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	0.0%
1033	SALARY-WAGE ADJ. ACCT- PAY STUDY	\$ 7,000	\$ -	\$ 7,000	\$ -	\$ 7,000	\$ 1,500	\$ 7,000	\$ -	0.0%
1035	WELLNESS PROGRAM	\$ 4,200	\$ 3,073	\$ 5,000	\$ 4,000	\$ 5,000	\$ 4,800	\$ 5,000	\$ -	0.0%
2010	HR PROFESSIONAL SERVICES	\$ 40,000	\$ 29,876	\$ 40,000	\$ 36,000	\$ 40,000	\$ 40,000	\$ 41,000	\$ 1,000	2.5%
170	EMPLOYEE BENEFITS	\$ 1,382,000	\$ 1,232,153	\$ 1,368,900	\$ 1,309,700	\$ 1,429,500	\$ 1,410,300	\$ 1,552,900	\$ 123,400	8.6%

The Town contributes into the MePERS system for 11 sworn police officers. The contribution rate for FY 2018 is 10.7% . The amounts are determined by MePERS. The estimated cost is \$72,000. The Town is being assessed to fund a portion of our June 30, 2013 unfunded actuarial liability for 55 retired municipal (48) and school (7) employees covered by our old retirement plan. The municipal share of the actuarial liability is 79% and the school share is 21%. This data has not been updated from last year's budget as updates were not received as of the date of this budget preparation.

For those not in MePERS, The contribution for others is a matched 7% in the 401A plan of ICMA Retirement Corporation. In addition to a 7% match into the 401A plan, the Town provides a 10% match into the plan for the Town Manager and up to 8% for members of the public works and police collective bargaining units.

The disability plan is for those in the ICMA plan and the Town pays for the cost up to 1% of salary. This is based on an analysis of the historical cost.

Workers compensation cost has no increase above last year.

The unemployment compensation amount is based on the assessment for calendar year 2018, and conversation with our provider indicates an increase for FY 2020.

Health Insurance Summary \$860,000

The Town has 59 employees on our health benefit plan. Thirty Four (35) have full family coverage, 21 have single coverage, and 3 have coverage for one adult with children. The increase is due to a forecast increase based on the increase from 2018 to 2019 and a forecast increase based on the actual expense from 2018 to 2019.

Human Resources Support (1702010) \$41,000

During the current budget year \$41,000 was budgeted for additional support for human resources. HR responsibilities are provided via the business office at a cost of \$24,500, with the remainder of \$16,500 available for legal services related to HR related issues.

**Debt Service Schedule as of June 30 2019
All Funds**

FY	Total School			Total Town			Sewer Fund				Grand Total			
	Principal	Interest	Total P&I	Principal	Interest	Total P&I	Principal	Interest	Fees	Total P&I	Principal	Interest	Fees	Total P&I
2020	493,042.78	136,505.58	629,548.36	1,369,689.22	274,196.79	1,643,886.01	185,450.00	23,658.00	10,455.00	219,563.00	2,048,182.00	434,360.37	10,455.00	2,492,997.37
2021	493,042.78	117,638.22	610,681.00	1,093,044.22	239,561.92	1,332,606.14	188,658.00	20,450.00	10,455.00	219,563.00	1,774,745.00	377,650.14	10,455.00	2,162,850.14
2022	493,042.78	98,770.86	591,813.64	901,646.22	203,387.96	1,105,034.18	191,922.00	17,185.00	10,455.00	219,562.00	1,586,611.00	319,343.82	10,455.00	1,916,409.82
2023	488,042.78	79,049.14	567,091.92	835,501.22	171,025.34	1,006,526.56	195,242.00	13,865.00	10,455.00	219,562.00	1,518,786.00	263,939.48	10,455.00	1,793,180.48
2024	483,042.78	59,527.44	542,570.22	526,457.22	141,067.74	667,524.96	198,620.00	10,487.72	10,455.00	219,562.72	1,208,120.00	211,082.90	10,455.00	1,429,657.90
2025	328,042.78	40,205.72	368,248.50	526,457.22	120,880.04	647,337.26	202,056.00	7,051.60	10,455.00	219,562.60	1,056,556.00	168,137.36	10,455.00	1,235,148.36
2026	103,042.78	27,084.02	130,126.80	526,457.22	101,514.52	627,971.74	205,552.00	3,556.04	10,455.00	219,563.04	835,052.00	132,154.58	10,455.00	977,661.58
2027	103,042.78	23,766.66	126,809.44	526,457.22	85,075.12	611,532.34					629,500.00	108,841.78	-	738,341.78
2028	103,042.78	20,438.00	123,480.78	361,957.22	71,193.28	433,150.50					465,000.00	91,631.28	-	556,631.28
2029	80,434.78	17,092.38	97,527.16	259,565.22	59,182.64	318,747.86					340,000.00	76,275.02	-	416,275.02
2030	80,434.78	14,679.34	95,114.12	259,565.22	51,395.68	310,960.90					340,000.00	66,075.02	-	406,075.02
2031	80,434.78	12,266.30	92,701.08	259,565.22	43,608.72	303,173.94					340,000.00	55,875.02	-	395,875.02
2032	80,434.78	9,853.26	90,288.04	259,565.22	35,821.76	295,386.98					340,000.00	45,675.02	-	385,675.02
2033	80,434.78	7,440.22	87,875.00	259,565.22	27,991.80	287,557.02					340,000.00	35,432.02	-	375,432.02
2034	80,434.78	5,027.18	85,461.96	259,565.22	20,072.84	279,638.06					340,000.00	25,100.02	-	365,100.02
2035	80,434.78	2,413.04	82,847.82	259,565.22	11,636.96	271,202.18					340,000.00	14,050.00	-	354,050.00
2036				70,000.00	3,631.00	73,631.00					70,000.00	3,631.00	-	73,631.00
2037				70,000.00	1,225.00	71,225.00					70,000.00	1,225.00	-	71,225.00
2038														
Total	3,650,428.48	671,757.36	4,322,185.84	8,624,623.52	1,662,469.11	10,287,092.63	1,367,500.00	96,253.36	73,185.00	1,536,938.36	13,642,552.00	2,430,479.83	73,185.00	16,146,216.83

**Debt Service Schedule as of June 30 2019
Town**

FY	1999 2009 Pool/Pub Wrks.			2011 Pub Safety/Misc.			2002 Community Center Renovation, Refinance 2012			2006 Drainage/Roads			2008 Town Center and Roads		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2020	285,000.00	3,919.00	288,919.00	200,000	10,200	210,200.00	75,000	5,625	80,625.00	94,500	26,385	120,884.91	102,392.00	37,040.00	139,432.00
2021			-	200,000	5,400	205,400.00	75,000	3,750	78,750.00	94,500	26,082	120,582.00	102,392.00	32,945.00	135,337.00
2022			-			-	75,000	1,875	76,875.00	94,500	21,168	115,668.00	102,392.00	28,849.00	131,241.00
2023			-			-			-	94,500	16,113	110,613.00	102,392.00	24,753.00	127,145.00
2024			-			-			-	94,500	11,151	105,651.00	102,392.00	20,658.00	123,050.00
2025			-			-			-	94,500	6,842	101,342.00	102,392.00	16,561.92	118,953.92
2026			-			-			-	94,500	3,355	97,855.00	102,392.00	12,466.00	114,858.00
2027			-			-			-	94,500	898	95,398.00	102,392.00	8,370.56	110,762.56
2028			-			-			-			-	102,392.00	4,223.68	106,615.68
2029			-			-			-			-			-
2030			-			-			-			-			-
2031			-			-			-			-			-
2032			-			-			-			-			-
2033			-			-			-			-			-
2034			-			-			-			-			-
2035			-			-			-			-			-
2036			-			-			-			-			-
2037			-			-			-			-			-
2038			-			-			-			-			-
	285,000.00	3,919.00	288,919.00	400,000.00	15,600.00	415,600.00	225,000.00	11,250.00	236,250.00	756,000.00	111,993.91	867,993.91	921,528.00	185,867.16	1,107,395.16

**Debt Service Schedule as of June 30 2019
Town**

2015 Thomas Memorial Library			2016 Pool and Recycle Center			2018	Lease	Purchase	Grand Total		
Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total P&I
189,565.22	99,047.88	288,613.10	140,000.00	57,050.00	197,050.00	283,232.00	34,930.00	318,162.00	1,369,689.22	274,196.79	1,643,886.01
189,565.22	93,360.92	282,926.14	140,000.00	51,450.00	191,450.00	291,587.00	26,574.00	318,161.00	1,093,044.22	239,561.92	1,332,606.14
189,565.22	87,673.96	277,239.18	140,000.00	45,850.00	185,850.00	300,189.00	17,972.00	318,161.00	901,646.22	203,387.96	1,105,034.18
189,565.22	80,091.34	269,656.56	140,000.00	40,950.00	180,950.00	309,044.00	9,118.00	318,162.00	835,501.22	171,025.34	1,006,526.56
189,565.22	72,508.74	262,073.96	140,000.00	36,750.00	176,750.00				526,457.22	141,067.74	667,524.96
189,565.22	64,926.12	254,491.34	140,000.00	32,550.00	172,550.00				526,457.22	120,880.04	647,337.26
189,565.22	57,343.52	246,908.74	140,000.00	28,350.00	168,350.00				526,457.22	101,514.52	627,971.74
189,565.22	51,656.56	241,221.78	140,000.00	24,150.00	164,150.00				526,457.22	85,075.12	611,532.34
189,565.22	45,969.60	235,534.82	70,000.00	21,000.00	91,000.00				361,957.22	71,193.28	433,150.50
189,565.22	40,282.64	229,847.86	70,000.00	18,900.00	88,900.00				259,565.22	59,182.64	318,747.86
189,565.22	34,595.68	224,160.90	70,000.00	16,800.00	86,800.00				259,565.22	51,395.68	310,960.90
189,565.22	28,908.72	218,473.94	70,000.00	14,700.00	84,700.00				259,565.22	43,608.72	303,173.94
189,565.22	23,221.76	212,786.98	70,000.00	12,600.00	82,600.00				259,565.22	35,821.76	295,386.98
189,565.22	17,534.80	207,100.02	70,000.00	10,457.00	80,457.00				259,565.22	27,991.80	287,557.02
189,565.22	11,847.84	201,413.06	70,000.00	8,225.00	78,225.00				259,565.22	20,072.84	279,638.06
189,565.22	5,686.96	195,252.18	70,000.00	5,950.00	75,950.00				259,565.22	11,636.96	271,202.18
			70,000.00	3,631.00	73,631.00				70,000.00	3,631.00	73,631.00
			70,000.00	1,225.00	71,225.00				70,000.00	1,225.00	71,225.00
									-	-	-
3,033,043.52	814,657.04	3,847,700.56	1,820,000.00	430,588.00	2,105,732.00	1,184,052.00	88,594.00	1,272,646.00	8,624,623.52	1,662,469.11	10,287,092.63

**Debt Service Schedule as of June 30 2019
Sewer**

	2006 SRF MNNB			
FY	Principal	Interest	Fees	Total
2020	185,450.00	23,658.00	10,455.00	219,563.00
2021	188,658.00	20,450.00	10,455.00	219,563.00
2022	191,922.00	17,185.00	10,455.00	219,562.00
2023	195,242.00	13,865.00	10,455.00	219,562.00
2024	198,620.00	10,487.72	10,455.00	219,562.72
2025	202,056.00	7,051.60	10,455.00	219,562.60
2026	205,552.00	3,556.04	10,455.00	219,563.04
2027				
	1,367,500	96,253	73,185	1,536,938

**Debt Service Schedule as of June 30 2019
School**

FY	2008 School Portion			2014 HS Renovation Refinancing			2015 School Roof Renovations & HVAC			Total Schools		
	Principal	Interest	Total P&I	Principal	Interest	Total P&I	Principal	Interest	Total P&I	Principal	Interest	Total P&I
2020	22,608.00	8,178.44	30,786.44	385,000.00	85,200.00	470,200.00	85,434.78	43,127.14	128,561.92	493,042.78	136,505.58	629,548.36
2021	22,608.00	7,274.12	29,882.12	385,000.00	69,800.00	454,800.00	85,434.78	40,564.10	125,998.88	493,042.78	117,638.22	610,681.00
2022	22,608.00	6,369.80	28,977.80	385,000.00	54,400.00	439,400.00	85,434.78	38,001.06	123,435.84	493,042.78	98,770.86	591,813.64
2023	22,608.00	5,465.48	28,073.48	380,000.00	39,000.00	419,000.00	85,434.78	34,583.66	120,018.44	488,042.78	79,049.14	567,091.92
2024	22,608.00	4,561.16	27,169.16	375,000.00	23,800.00	398,800.00	85,434.78	31,166.28	116,601.06	483,042.78	59,527.44	542,570.22
2025	22,608.00	3,656.84	26,264.84	220,000.00	8,800.00	228,800.00	85,434.78	27,748.88	113,183.66	328,042.78	40,205.72	368,248.50
2026	22,608.00	2,752.52	25,360.52				80,434.78	24,331.50	104,766.28	103,042.78	27,084.02	130,126.80
2027	22,608.00	1,848.20	24,456.20				80,434.78	21,918.46	102,353.24	103,042.78	23,766.66	126,809.44
2028	22,608.00	932.58	23,540.58				80,434.78	19,505.42	99,940.20	103,042.78	20,438.00	123,480.78
2029							80,434.78	17,092.38	97,527.16	80,434.78	17,092.38	97,527.16
2030							80,434.78	14,679.34	95,114.12	80,434.78	14,679.34	95,114.12
2031							80,434.78	12,266.30	92,701.08	80,434.78	12,266.30	92,701.08
2032							80,434.78	9,853.26	90,288.04	80,434.78	9,853.26	90,288.04
2033							80,434.78	7,440.22	87,875.00	80,434.78	7,440.22	87,875.00
2034							80,434.78	5,027.18	85,461.96	80,434.78	5,027.18	85,461.96
2035							80,434.78	2,413.04	82,847.82	80,434.78	2,413.04	82,847.82
	203,472.00	41,039.14	244,511.14	2,130,000.00	281,000.00	2,411,000.00	1,316,956.48	349,718.22	1,666,674.70	3,650,428.48	671,757.36	4,322,185.84



**Town of Cape Elizabeth, Maine
Public Safety (200s)
Fiscal Year 2020
July 1, 2019-June 30, 2020**

**Fiscal Year 2020
Proposed Budget**

210	POLICE DEPARTMENT	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 963,564	\$ 961,106	\$ 987,832	\$987,832	\$1,078,659	\$1,078,659	\$1,102,711	\$ 24,052	2.2%
1002	PART TIME PAYROLL	\$ 25,200	\$ 22,361	\$ 25,668	\$25,668	\$26,634	\$24,500	\$26,836	\$ 202	0.8%
1003	OVERTIME PAYROLL	\$ 112,000	\$ 111,899	\$ 104,860	\$104,860	\$107,000	\$10,700	\$116,487	\$ 9,487	8.9%
1010	SPECIAL ASSIGNMENTS	\$ 10,000	\$ 7,576	\$ 10,192	\$10,192	\$11,600	\$10,200	\$14,112	\$ 2,512	21.7%
1020	SOCIAL SECURITY	\$ 84,973	\$ 78,965	\$ 86,334	\$86,334	\$93,628	\$93,159	\$96,402	\$ 2,774	3.0%
	SUBTOTAL PERSONNEL	\$ 1,195,737	\$ 1,181,907	\$ 1,214,886	\$1,214,886	\$1,317,521	\$1,217,218	\$1,356,548	\$ 39,027	3.0%
2004	PRINTING AND ADVERTISING	\$ 3,000	\$ 483	\$ 3,000	\$3,000	\$4,525	\$3,285	\$4,525	\$ -	0.0%
2007	DUES AND MEMBERSHIPS	\$ 1,000	\$ 940	\$ 1,000	\$1,000	\$1,000	\$1,000	\$1,700	\$ 700	70.0%
2008	TRAINING	\$ 37,600	\$ 19,934	\$ 39,200	\$39,200	\$41,700	\$40,750	\$50,988	\$ 9,288	22.3%
2009	CONFERENCES AND MEETINGS	\$ 1,500	\$ 1,042	\$ 1,500	\$1,500	\$2,000	\$1,565	\$4,300	\$ 2,300	115.0%
2010	CONTRACTED CRIME LAB SERVICES	\$ 6,000	\$ 5,770	\$ 6,000	\$6,000	\$6,000	\$5,700	\$4,985	\$ (1,015)	-16.9%
2032	VEHICLE MAINTENANCE	\$ 13,155	\$ 10,684	\$ 14,155	\$12,250	\$14,155	\$14,155	\$15,000	\$ 845	6.0%
2033	RADIO MAINTENANCE	\$ 2,000	\$ -	\$ 2,000	\$2,000	\$2,000	\$1,000	\$2,000	\$ -	0.0%
2062	MISC. CONTRACT. SVCS.	\$ 12,800	\$ 9,814	\$ 12,800	\$11,350	\$14,750	\$12,940	\$12,800	\$ (1,950)	-13.2%
2063	COURSE REIMBURSEMENTS	\$ 8,000	\$ 1,638	\$ 14,000	\$14,000	\$23,860	\$18,000	\$11,000	\$ (12,860)	-53.9%
3001	OFFICE SUPPLIES	\$ 3,400	\$ 2,816	\$ 3,400	\$3,400	\$3,400	\$3,290	\$3,400	\$ -	0.0%
3002	GASOLINE	\$ 20,000	\$ 15,744	\$ 21,340	\$19,200	\$22,770	\$20,900	\$21,560	\$ (1,210)	-5.3%
3004	UNIFORMS	\$ 5,850	\$ 3,589	\$ 5,850	\$5,850	\$9,584	\$8,620	\$9,800	\$ 216	2.3%
3005	MINOR EQUIPMENT	\$ 14,200	\$ 9,306	\$ 14,200	\$14,200	\$14,200	\$14,200	\$14,200	\$ -	0.0%
	SUBTOTAL	\$ 128,505	\$ 81,760	\$ 138,445	\$132,950	\$159,944	\$145,405	\$156,258	\$ (3,686)	-2.3%
210	POLICE DEPARTMENT	\$ 1,324,242	\$ 1,263,667	\$ 1,353,331	\$1,347,836	\$1,477,465	\$1,362,623	\$1,512,806	\$ 35,341	2.4%
215	ANIMAL CONTROL									
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2010	CONTRACTED SVCS. WITH SOUTH PORTLAND	\$ 12,687	\$ 12,687	\$ 12,776	\$ 12,776	\$ 12,999	\$ 12,999	\$ 13,630	\$ 631	4.9%
2062	ANIMAL FEES- ANIMAL REFUGE LEAGUE	\$ 12,441	\$ 12,441	\$ 12,621	\$ 12,621	\$ 12,621	\$ 12,621	\$ 12,892	\$ 271	2.1%
3006	MISCELLANEOUS SUPPLIES									0.0%
215	ANIMAL CONTROL	\$ 25,128	\$ 25,128	\$ 25,397	\$ 25,397	\$ 25,620	\$ 25,620	\$ 26,522	\$ 902	3.5%
220	PUBLIC SAFETY COMMUNICATIONS									
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2010	CONTRACTED DISPATCHING WITH PORTLAND	\$ 182,775	\$ 177,776	\$ 193,093	\$ 190,000	\$ 192,593	\$ 192,593	\$ 198,274	\$ 5,681	2.9%
2023	MISCELLANEOUS SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
	SUBTOTAL	\$ 182,775	\$ 177,776	\$ 193,093	\$ 190,000	\$ 192,593	\$ 192,593	\$ 198,274	\$ 5,681	2.9%
220	DISPATCHING	\$ 182,775	\$ 177,776	\$ 193,093	\$ 190,000	\$ 192,593	\$ 192,593	\$ 198,274	\$ 5,681	2.9%

FY 2020

CAPE ELIZABETH POLICE DEPARTMENT

FISCAL-YEAR 2020 REQUEST

The budget for the Police Department covers the following areas: Police Services (210), Animal Control (215), Dispatching (220) and Miscellaneous Protection (240).

This past year at the department we have seen many internal changes with the addition of a School Resource Officer, the retirement of Chief Williams and my promotion as Chief. I am looking forward to the challenges and opportunities these changes will bring about and I hope they will provide even more connectivity between our department and the community we are all proud to serve.

Officer Galvan began his new position as the School Resource Officer in late August. Since that time, Officer Galvan has taken on many new and exciting roles within our schools. He is an advisor to 14 freshmen students that he will remain with until their graduation and he is part of the Student Support Team that helps students who are struggling academically or personally. Officer Galvan also chaperones camps, assists with student drop off/pick up issues, and is always looking for opportunities to have positive interactions with both the students and staff. He manages to do all this while protecting our community's most cherished commodity, our youth.

The Department's total calls for service have continued to raise. Our records show an increase of calls from 9,382 in 2017 to 10,482 in 2018. That is an increase of 11.7% and a rolling average increase of 25.3% over the past five years. Officers are responding to more types of calls and are expected to be more educated and proficient on how to best handle those calls. One area of note has been our calls dealing with residents suffering from mental illness. The role of police is changing and adapting to fill the gaps left by an insufficient number of community resources. Often times law enforcement becomes the final stop for citizens suffering a mental health crisis. Therefore, it is imperative that our Officers are properly trained and equipped to deal with these very complicated and potentially dangerous issues. By making sure that all of our officers are all CIT (Crisis Intervention Training) trained, we hope to ensure officers are using a "best practices" approach to dealing with these complex and sometimes volatile issues. Our Officers are properly trained in communication techniques to deescalate situations. They also work to identify needs and to help provide resources to subjects and their families. This all works to reduce the number of arrests and the risk of injury to all parties involved.

The largest two items of the Police Department budget remain to be payroll and overtime. The Police Department is the only Department that is on duty every day of the year, twenty-four hours a day, utilizing full time personnel. We only mention this because most people come from the workforce of an eight-hour day and it is a must to think of the Police Budget in a slightly different mindset because there is always a minimum of two officers on duty.

FY 2020

As the Department approaches the FY 20 Budget, we find that the numbers for the salary portion of the payroll have not yet been fully defined. Due to the retirement of Chief Williams, the Department is operating down one officer. We are in the process of an intensive search for the department's newest officer. Thus far we have sparked interest from potential candidates as far away as New York and Las Vegas.

Most overtime is mostly generated because Officers are using some type of time off (holiday, vacation, sick). When those days are requested off we attempt to utilize Officers assigned to specialty positions in an attempt to not incur overtime. Unfortunately, that is not always possible and therefore, we often have to fill the shift with overtime to make sure we have the optimal staffing of two Officers per shift. In this year's budget, I have added an annual department meeting and quarterly supervisors' meetings into the overtime budget line. These meetings will include training in areas of importance and help to ensure our officers are addressing the needs of the community. I also hope to use these meetings to make sure we are enforcing the law and ordinances in the most lawful and consistent manner.

Projecting overtime costs can become very complex and subjective. It is difficult to know when or if an officer will become ill, get injured or be out for some other prolonged period of time utilizing FMLA. We are currently in the process of hiring a new officer and we are unaware if this officer will be required to attend the police academy for 18 weeks. We also have two officers eligible to retire at any time. Another overtime cost is court time and last year alone we saw a 50% increase in those costs alone. Although it is near impossible to project all these costs with acute accuracy going forward, I understand that I am tasked with running this department and effectively and efficiently as possible and a big part of that is finding creative ways to cut overtime costs.

I would like to take this time to thank the Town Manager and Chief Williams for their guidance and assistance throughout my first budget process. Should there be questions or concerns about the Police Department budget from the Finance Committee members please contact me in hopes that I can clarify any issues and help streamline the budget process.

Respectfully submitted,

Paul W. Fenton
Chief of Police

FY 2020

FULLTIME PAYROLL (210-1001)

\$1,102,711

Fulltime payroll is comprised of the salaries of all Police Department Employees, which include fourteen officers and a full-time clerk. The contract stipulates that officers can buy back up to 40 hours of sick time and holiday per contract year. The contract also provides stipends for officers cleaning costs and for those who pass the physical agility test. Those costs are all figured into the total fulltime payroll costs.

At the time of this writing it should be known that the department is operating down one officer due to the retirement of Chief Williams. Therefore, when compiling the figures for this line item, I used the wage of an officer at the 10-year step and a four-year degree. Councilors should understand this line item and a couple others may change up or down depending on the experience and educational level of the officer that will be hired to fill that vacancy.

PART TIME PAYROLL (210-1002)

\$26,836

This line item covers the cost of wages of the part-time clerks and two crossing guards. As you are aware, the front window at the Police Station is attended by a clerk from 8 am to 4 pm seven days a week. The full-time clerk works Monday through Friday and the part-time clerks cover the weekends and holidays, as well as the vacation and sick days of the full-time clerk. In addition to the many individual duties the clerks perform, they play a valuable role by providing the citizens of Cape Elizabeth with a real person, rather than a phone in the lobby when coming in to the station.

The two Crossing Guards provide safe passage for Cape schoolchildren twice a day for the 180 school days throughout the school year.

OVERTIME PAYROLL (210-1003)

\$116,487

The Police Department is unique because we are a 24/7 operation that requires a minimum staffing of two officers at all times. The Department is fortunate to have retained several Officers who have worked for the Town for several years. However, with the retention of personnel comes added time off accrual per the contract. When Officers utilize sick, vacation, or holiday time we try

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to fill those shifts with the “Vacation Filler” position or officers assigned to specialty positions in order to reduce overtime costs. Often times these shifts are filled on short notice and need to be filled with overtime. Officers are also often required to attend court or administrative hearings that also require overtime. As our calls for service increase, so does the court and administrative hearing cost as shown by the increase from 100 hours to 144 hours last year.

The Department does have a “Vacation Filler” position that is dedicated to filling overtime, but that Officer has been added into the rotation to fill the vacancy left by Chief Williams’ retirement. Once the open position is filled, we will resume using that Officer to fill vacations and holidays. Although two perspective applicants have attended the full-time police academy, if they are hired they will still require an extended FTO program. The remaining applicants have no experience and would not even be eligible to attend the 18-week academy until next fall. This summer we will also use the School Resource Officer to fill as many additional over-time shifts as possible.

SPECIAL ASSIGNMENTS (210-1010)
\$14,112

Special assignments are outside details usually associated with a request from an organization for assistance, such as traffic direction or security. They are typically the hardest costs to accurately estimate because they do not typically follow a certain pattern from year to year. Although officers are paid out of this line items, the school department will typically hire two Officers for their (7) home football games and additional games if they make the play-offs. The schools will also occasionally hire Officers for other sporting teams if they make the play-offs or expect large or contentious crowds. Officers are also hired every year to cover the high school graduation at Fort Williams.

Special Assignments can also include police coverage of community events like road races, Family Fun Day, Strawberry Fest or extra patrols on Halloween. Officers can also be requested by construction companies, utility companies or the City of South Portland to cover construction jobs that obstruct roadways. Although the community events are somewhat consistent in number, the construction jobs are extremely unpredictable and difficult to project accurately.

An additional request for special assignments was made earlier this year by the Westbrook Police Department. Chief Roberts of the Westbrook Police Department indicated that they are finishing up construction on a 7,200 seat amphitheater that will host upwards of (30) concerts. She has requested that surrounding departments assist in covering security at these events at our outside detail rates. Those rates are currently being reviewed for increase for all non-school department details.

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ADVERTISEMENT (210-2004)

\$4,525

This line item is for hiring advertisements should a position become open during the year. The cost of an employment ad to run for two Sundays in the Press Herald is now over \$2,100. The increase in this year's line item is for the added expense of the ads, as well as the copier lease and maintenance agreement.

DUES & MEMBERSHIPS (210-2007)

\$1,700

This line item is for the cost associated with the dues and memberships to professional organizations including, but not limited to IACP, Maine Chiefs Association, National School Resource Officers Association and FBINAA. The number of associations and the membership rates of many associations increased this year.

TRAINING (210-2008)

\$50,988

The Cape Elizabeth Police Department is widely known as one of the most highly trained and educated police departments across the state. The purpose of such training is to provide the officers with the tools necessary to operate under the best police practices, and provides resources to assist the Officers to make better decisions and document their actions. Well trained Officers are better prepared to effectively address the dynamic demands of the job and reduce legal vulnerabilities for both themselves and the Department. Training also reduces liability and increases levels of Officer knowledge and engagement. The consequences of *not* training can be dire in terms of liability and accountability.

The Maine Criminal Justice Academy provides annual mandatory training topics that all Officers need to receive training in order to keep their law enforcement certifications. In addition to the mandatory training, almost all of the Officers in our department have areas of specialty or instructor level certifications that also require annual or semi-annual training to maintain those certifications. This line item pays for the overtime the Officers receive to attend the training and the cost of the actual classes.

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All of our Officers are Emergency Medical Technicians licensed through the State of Maine. Renewal is done every three years by completing training on-line, as well as, hands-on classroom training. Our newest Officer and our next hire will need the entire 150 hours of training to receive their certifications.

We have two Officers assigned to the Southern Maine Regional Swat Team that require 192 hours of training annually and a negotiator that requires 40 hours annually.

As a new policy, I have decided to have quarterly supervisors' meetings and an annual department meeting/training to ensure all Officers are performing their duties lawfully, ethically and consistently.

CONFRENCES & MEETINGS (210-2009)

\$4,300

The Maine Chiefs of Police Association hosts three conferences throughout the State during the year. These conferences allow the continued development of professional relationships, as well as personal professional development and training.

This year I have also budgeted for the FBI National Academy Associates annual conference in Phoenix, Arizona. The FBINAA is world's strongest law enforcement leadership network and the conference will allow me to keep up-to-date on 21st Century contemporary law enforcement trends and issues, discover new products and services and network with like-minded professionals.

CONTRACTED CRIME LAB (210-2010)

\$4,985

The Regional Crime Lab is housed at the Portland Police Department and allows us access to up to date equipment and the expertise of full-time evidence technicians. Cape Elizabeth is charged a fixed fee that was actually reduced this year due to the paying off of an equipment bond.

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VEHICLE MAINTENANCE (210-2032)

\$15,000

The Department is fortunate enough that a regular replacement cycle for cruisers has been kept in place. Routine maintenance is performed by Public Works on all of the Departments vehicles. However, specialized work is sent out to local dealerships because Public Works does not have the more specialize diagnostic equipment at their disposal. Included in this account are tires needed for all the police vehicles (approx. 30 per year).

RADIO MAINTENANCE (210-2033)

\$2,000

The Department has one repeater system and two voter systems. This is a repair line item should we have an issue with the radio system.

MISCELLANEOUS CONTRACTUAL SERVICES (210-2062)

\$12,800

This account houses the usual once a month fees that are incurred by the Department during the fiscal year. An example of these once a month requests are air cards for laptops in the cruisers, Metro circuit, Fair Point lines, vehicle cellphones, cleaning supplies for the station. Last month, I transferred both the department cellphones and air cards over to FirstNet. In addition to providing the department with priority cell service in case of a large scale emergency, the company offers a government rate that should reduce our monthly costs.

EDUCATIONAL REIMBURSEMENT (210-2063)

\$11,000

This line item will see a significant reduction, as one officer is scheduled to complete his Masters Degree program later this year. As of FY2020, the Department will have two Officers working towards a Masters Degrees and one Officer working toward a Bachelor's Degree. These three officers have indicated that they will be seeking reimbursement for 4 Masters Degree classes and 4 Bachelor's Degree classes, plus the costs of the associated books

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OFFICE SUPPLIES (210-3001)

\$3,400

This account is where the day to day office supplies come from. The Department gets direction from the Town Hall on where to purchase items from and we have currently been using W.B. Mason

GASOLINE (210-3002)

\$21,560

The price for gasoline was locked in at \$1.96 per gallon. The Department budgets for 11,000 gallons of gas.

MINOR EQUIPMENT (210-3005)

\$14,200

Equipment replacement and repair is very unpredictable because much of our equipment is exposed to the elements and the physical aspects of the Officers' work. The Department must have a line item in order to purchase replacement parts and equipment for the Officers to perform their job functions. Some examples of purchases from this account would be flashlights, safety clothing for both the Officers and crossing guards, parts, batteries, radar repairs and equipment testing. New officers must also be issued their initial set of uniforms, badges and other equipment that is not covered by the uniform replacement account.

CONTRACTED ANIMAL CONTROL (215-2010)

\$13,630

The Department has chosen to continue its agreement with the City of South Portland to provide Animal Control Services here in Cape Elizabeth. The contract stipulates that we pay for twenty percent of the Officers salary and benefits. The ACO preforms routine patrols in Cape Elizabeth and assist citizens with lost, sick, found, or injured animals. The ACO also enforces and helps draft ordinances related to animal control and welfare. We feel that is a very fair contract because the agreement comes with a vehicle, equipment, and the all of the training required by the ACO.

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REFUGE LEAGUE FEES (215-2062)

\$12,892

By law each and every Town or City must designate a boarding entity for animals. The Department has contracted with Animal Refuge League at a rate of \$1.43 per capita based on a population of 9015. Although these costs are quite significant, ARL also provides a list of services to Cape Elizabeth residents in addition to the boarding of our lost or abandoned domesticated animals.

CONTRACTED PSAP (220-2010)

\$198,274

We have collaborated with Portland Police Department for several years to provide us with Dispatching Services. The contract with the City of Portland provides for a 3% increase.

CONTRACTED HARBOR MASTER (240-2010)

\$5,877

This line item is one that has another consolidated service. The Town contracts with Scarborough for the use of their Harbor Master. The positive of this consolidation is it gives Cape Elizabeth the use of a boat, the Harbor Master is a full time law enforcement Officer, and comes fully trained and accredited for the land and water. This is a 2.5% increase from FY 19 set by the State and Government Employee index.

STREET LIGHTS (240-2074)

\$62,424

The manager has asked that I research the costs of converting all of our street lights to LED fixtures. There are two ways of undertaking this conversion process. The first is to have CMP do all of the replacements and the second is to hire a private company. The second option also requires the town to purchase the street lights from CMP and become responsible for their maintenance and replacement. The manager and I have some meetings scheduled for later in the spring to further research these options.

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COMMUNITY LIASON (240-2074)

\$1,500

The community officer purchases stickers, coloring books and other materials to support his position. He also hosts meetings and other gatherings for members or groups within our community.

DEPARTMENTAL PAY SCALE FOR

As of 01/01/2020

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NAME	DOE	BASE	CSS	EIP	TBW	BHR	OTHR	SOT	COOT	Yearly
FENTON, PAUL W.	1/28/1997	\$1,804.59	\$0.00	\$0.00	\$1,804.59	\$44.23				\$93,839
SINCLAIR, BRENT A. Capt	7/8/1985	\$1,632.49	\$0.00	\$0.00	\$1,632.49	\$40.81				\$84,889
KENNEDY, KEVIN D. Sgt	3/7/1988	\$1,345.32	\$103.28	\$41.66	\$1,490.26	\$37.26	\$55.88	\$447.08	\$223.54	\$77,494
FAY, ERIC A. Sgt	12/5/1995	\$1,345.32	\$103.28	\$41.66	\$1,490.26	\$37.26	\$55.88	\$447.08	\$223.54	\$77,494
DORVAL, MARK W.	12/17/2000	\$1,225.56	\$103.28	\$62.45	\$1,391.29	\$34.78	\$52.17	\$417.39	\$208.69	\$72,347
GAUDETTE, JEFFREY A.	9/29/2002	\$1,225.56	\$103.28	\$41.66	\$1,370.50	\$34.26	\$51.39	\$411.15	\$205.58	\$71,266
WEBSTER, M. AARON	7/5/2005	\$1,147.96	\$103.28	\$41.66	\$1,292.90	\$32.32	\$48.48	\$387.87	\$193.94	\$67,231
BENJAMIN, RORY B.	3/24/2008	\$1,147.96	\$103.28	\$62.45	\$1,313.69	\$32.84	\$49.26	\$394.11	\$197.05	\$68,312
GALVAN, DAVID I. 2 yr 07/01/10	1/4/2010	\$1,147.96	\$103.28	\$21.13	\$1,272.37	\$31.81	\$47.71	\$381.71	\$190.86	\$66,163
DAVIS, BENJAMIN C.	1/31/2011	\$1,110.10	\$103.28	\$41.66	\$1,255.04	\$31.38	\$47.06	\$376.51	\$188.26	\$65,262
VANASSE, ERIC D.	3/31/2013	\$1,110.10	\$103.28	\$21.13	\$1,234.51	\$30.86	\$46.29	\$370.35	\$185.18	\$64,195
ESTES, DARIN J.	7/30/2013	\$1,171.03	\$103.28	\$41.66	\$1,315.97	\$32.90	\$49.35	\$394.79	\$197.40	\$68,430
WAGNER, RYAN L. (5YRS.) NEW (10 YRS.)	9/1/2018	\$1,110.10	\$0.00	\$41.66	\$1,151.76	\$28.79	\$43.19	\$345.53	\$172.76	\$59,892
		\$1,147.96	\$0.00	\$41.66	\$1,189.62	\$29.74	\$44.61	\$356.89	\$178.44	\$61,860

AVERAGE NON-SALARY		\$1,186.24	\$86.07	\$41.70	\$1,314.01	\$32.85	\$49.28	\$394.20	\$197.10	\$998,673 \$69,819
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HUNT, EDWARD C.	12/31/1973	\$902.19			\$902.19	\$22.55	\$33.83	\$270.66	\$135.33	\$46,914
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ACO / Contracted with SPPD			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,999
Harbor Master / Contracted with Scarborough			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,734

PART TIME CG.						\$13.75	PER EVENT			
PART TIME CG.						\$13.75	PER EVENT			
RESERVE OFF.						\$17.00				

WILLIAMS, NEIL	PART TIME	CLERK				\$14.50				
FRASER, JAMES	PART TIME	CLERK				\$14.50				
DENNISON, JEFFREY	PART TIME	CLERK				\$14.50				
KENNEDY, CHARLES	PART TIME	CLERK				\$14.50				

**CODES: BASE = Base Weekly Wage CSS = Community Service Step EIP = Educational Incentive Pay
TBW = Total Base Wage BHR = Base Hourly Rate OTHR = OT, hourly SOT = Shift OT COOT = Call out OT**

WETeam Accounts (225)

225	WETeam	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 12,000	\$ 2,979	\$ 12,000	\$ 6,000	\$ 12,000	\$ 6,000	\$ 10,000	\$ (2,000)	-16.7%
1020	SOCIAL SECURITY	\$ 1,017	\$ 269	\$ 1,017	\$ 450	\$ 1,017	\$ 800	\$ 800	\$ (217)	-21.3%
	SUBTOTAL PERSONNEL	\$ 13,017	\$ 3,248	\$ 13,017	\$ 6,450	\$ 13,017	\$ 6,800	\$ 10,800	\$ (2,217)	-17.0%
2000	CELLULAR TELEPHONES	\$ 200	\$ 200	\$ 200	\$ 200	\$ 225	\$ 225	\$ 200	\$ (25)	-11.1%
2008	TRAINING	\$ 1,200	\$ 901	\$ 1,200	\$ 900	\$ 1,200	\$ 1,000	\$ 1,000	\$ (200)	-16.7%
2032	VEHICLE MAINTENANCE	\$ 2,000	\$ 1,679	\$ 2,500	\$ 2,400	\$ 2,500	\$ 2,000	\$ 2,500	\$ -	0.0%
2033	RADIO MAINTENANCE	\$ 3,000	\$ 2,245	\$ 3,000	\$ 2,000	\$ 2,500	\$ 2,500	\$ 2,000	\$ (500)	-20.0%
2034	EQUIPMENT MAINTENANCE	\$ 1,200	\$ 297	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,000	\$ 1,200	\$ -	0.0%
2071	PHYSICALS AND SHOTS	\$ 600	\$ -	\$ 600	\$ 100	\$ 600	\$ 200	\$ 300	\$ (300)	-50.0%
3002	GASOLINE	\$ 500	\$ 35	\$ 500	\$ 100	\$ 600	\$ 500	\$ 600	\$ -	0.0%
3004	UNIFORMS	\$ 1,800	\$ 1,182	\$ 1,800	\$ 900	\$ 1,800	\$ 1,800	\$ 1,800	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 750	\$ 250	\$ 750	\$ 300	\$ 750	\$ 750	\$ 750	\$ -	0.0%
4001	OUTLAY									
	SUBTOTAL	\$ 11,250	\$ 6,789	\$ 11,750	\$ 8,100	\$ 11,375	\$ 9,972	\$ 10,350	\$ (1,025)	-9.0%
225	WETeam	\$ 24,267	\$ 10,037	\$ 24,767	\$ 14,550	\$ 24,392	\$ 16,775	\$ 21,150	\$ (3,242)	-13.3%

Payroll (1002)

This covers the payroll for calls and training hours for the team members. Most of our surrounding departments now have marine units which has reduced our mutual aid calls.

Training (2008)

This covers the cost of training ropes and the rental of the rock climbing gym for rappelling training. We also participate in water safety training programs with the Coast Guard and other agencies.

Vehicle Maintenance (2032)

This account covers the maintenance on the WET Van, the two boats we have and their motors.

Radios (2003)

This covers the cost of pager replacements and radio upgrades to the teams radios.

Equipment (2034)

This covers the purchase of minor equipment and repairs to the team's equipment.

Physicals (2071)

This covers the cost of the required entry physicals for all new members and hepatitis shots.

Fuel (3002)

This is for the fuel usage of the WET van and the outboard motors.

Uniforms (3004)

This covers the purchase of float coats and dry suits.

Fire Department Accounts (230)

230	FIRE DEPARTMENT	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 81,980	\$ 81,994	\$ 83,619	\$ 83,619	\$ 85,291	\$ 85,291	\$ 87,626	\$ 2,335	2.7%
1002	PART TIME PAYROLL	\$ 113,500	\$ 68,788	\$ 113,500	\$ 85,000	\$ 209,500	\$ 190,000	\$ 359,500	\$ 150,000	71.6%
1012	HYDRANT SHOVELING	\$ 3,500	\$ 1,673	\$ 3,500	\$ 1,700	\$ 3,500	\$ 1,200	\$ 3,500	\$ -	0.0%
1020	SOCIAL SECURITY	\$ 15,221	\$ 11,133	\$ 15,221	\$ 10,000	\$ 22,552	\$ 26,000	\$ 41,176	\$ 18,624	82.6%
	SUBTOTAL PERSONNEL	\$ 214,201	\$ 163,588	\$ 215,840	\$ 180,319	\$ 313,512	\$ 302,491	\$ 491,802	\$ 178,290	56.9%
2000	CELLULAR TELEPHONES	\$ 1,940	\$ 1,521	\$ 2,000	\$ 1,600	\$ 2,500	\$ 3,000	\$ 3,000	\$ 500	20.0%
2007	DUES AND MEMBERSHIPS	\$ 8,500	\$ 4,284	\$ 9,000	\$ 5,000	\$ 9,000	\$ 7,000	\$ 9,000	\$ -	0.0%
2008	TRAINING	\$ 6,000	\$ 4,659	\$ 6,000	\$ 5,000	\$ 6,000	\$ 4,000	\$ 9,000	\$ 3,000	50.0%
2009	CONFERENCES AND MEETINGS	\$ 500	\$ 150	\$ 500	\$ 200	\$ 500	\$ 100	\$ 500	\$ -	0.0%
2032	VEHICLE MAINTENANCE	\$ 20,000	\$ 21,655	\$ 44,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 30,000	\$ 5,000	20.0%
2033	RADIO/PAGER MAINTENANCE	\$ 8,000	\$ 6,159	\$ 8,000	\$ 6,200	\$ 12,000	\$ 23,000	\$ 12,000	\$ -	0.0%
2034	EQUIPMENT MAINTENANCE	\$ 12,000	\$ 9,364	\$ 14,000	\$ 7,500	\$ 14,000	\$ 12,000	\$ 14,000	\$ -	0.0%
2071	PHYSICALS AND SHOTS	\$ 1,600	\$ 883	\$ 1,600	\$ 900	\$ 3,200	\$ 1,000	\$ 3,000	\$ (200)	-6.3%
3002	GASOLINE	\$ 9,500	\$ 4,933	\$ 9,500	\$ 5,500	\$ 9,500	\$ 6,000	\$ 9,500	\$ -	0.0%
3004	UNIFORMS	\$ 14,000	\$ 14,908	\$ 16,000	\$ 15,000	\$ 20,000	\$ 19,000	\$ 24,000	\$ 4,000	20.0%
3005	MINOR EQUIPMENT	\$ 46,700	\$ 39,078	\$ 28,000	\$ 20,000	\$ 30,000	\$ 28,000	\$ 45,000	\$ 15,000	50.0%
3006	MISCELLANEOUS SUPPLIES	\$ 11,500	\$ 10,291	\$ 12,500	\$ 5,400	\$ 13,500	\$ 13,000	\$ 13,000	\$ (500)	-3.7%
3007	FIRE PREVENTION SUPPLIES	\$ 1,100	\$ 2,055	\$ 1,500	\$ 1,300	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
		\$ 141,340	\$ 119,940	\$ 152,600	\$ 98,600	\$ 146,700	\$ 142,600	\$ 173,500	\$ 26,800	18.3%
230	FIRE DEPARTMENT	\$ 355,541	\$ 283,528	\$ 368,440	\$ 278,919	\$ 460,212	\$ 445,091	\$ 665,302	\$ 205,090	44.6%

Full Time Pay (1001)

Fire Chiefs salary

Part Time Payroll (1002)

This covers the pay for a deputy chief, officers and members of the two engine companies. The major increase in this line is to cover the proposed 24 hour staffing of one engine. Last year we added staffing to one fire truck during daytime hours. This has proven very successful reducing the demand on our volunteers and dramatically reducing our response times. We are proposing to expand this staffing to 24hrs. We will add two bedrooms at Town Center Station to accommodate the added staff. The current on call night duty coverage would be eliminated. With the diminishing numbers of volunteers we are facing challenges getting three people each night to provide the night duty coverage. Our goal would be to staff the truck with licensed EMS personnel so they can assist the ambulance crew and be available to staff the second ambulance if it is needed.

Mobile Phones (2000)

This account covers the cost of the phone in the command van, the Pagegate modem the fire department I Pads and mobile phones.

Dues and Membership (2007)

This account covers the cost of membership of several fire service organizations and the purchase of subscriptions to fire service publications for the fire stations. These memberships allow us access to training and product information. This account also pays for the Firehouse reporting software and the cost of CAD copy over to our fire and EMS reports. This will allow us to complete reports faster as all the call information will already be downloaded to the report.

Training (2008)

This account covers all of our training materials, fire schools and the cost of outside instructors. We use outside instructors for the monthly joint fire company trainings. This also covers the cost of the Firefighter 1&2 class that we present. This is required for all new members of the fire companies. The department covers the tuition cost of any member wishing to obtain Firefighter I&II pro board certification. We are also going to institute an online training program which will allow members to complete our mandatory and EMS trainings on line. This is the reason for the increase in this line.

Conferences (2009)

This account covers the cost of attending the Cumberland County Fire Chiefs and Maine Fire Chiefs meetings. We also cover the cost of four department member's attendance at the New England Fire Chiefs conference in Springfield Mass.

Vehicle Maintenance (2032)

This account covers the cost of all routine maintenance that is done on the fire departments seven vehicles. This also covers the cost of annual pump tests on the department's four pumps. We also have all of our ground ladders and the aerial ladder tested annually by a UL certified testing company. The new ladder will have its annual service and inspection done by the dealership which accounts for the increase in this account.

Radio Maintenance (2033)

This account covers the cost of all repairs to our radios and pagers. It also covers the cost of annual service to our radio repeaters. This account will also cover the cost of replacement portable radios and the purchase of pagers. We have been purchasing used radios but the model we have on our trucks is no longer made so we need to begin replacing the portables on the trucks. We will replace the five portables on one truck each year for the next 4 years until we have replaced the outdated models.

Equipment Maintenance (2034)

This account covers the cost of parts, repairs and annual flow testing for the department's 26 air packs. We also pay for the annual testing of the fit tester from this account. This account covers the repairs and upkeep on the department's chainsaws, generators and portable pumps. We also cover the cost of preventative maintenance of our two vehicle extrication tools. We also pay for the annual hose test from this account.

Physicals (2071)

All department members are required to have a physical when they join the department and the state Bureau of Labor Standards requires an annual medical evaluation of members that wear self-contained breathing apparatus.

Fuel (3002)

This covers the cost of fuel for all the department vehicles, chainsaws, generators and portable pumps.

Gear and Uniforms (3004)

This account also covers the purchase of each member's turnout gear. Turnout gear consists of a coat and pants at \$1700, helmets \$265, gloves \$80 and boots at \$150. We are purchasing six sets of gear a year to keep us on the recommended ten year replacement schedule. We also cover the cost of uniforms for per-diem firefighters.

Minor Equipment (3005)

This account covers the purchase of all our hand tools, batteries, flashlights, hose fittings and nozzles. We also buy Class A foam from this account. We are replacing the large diameter hose on one engine every year until the hose is all replaced. Over the last two years we have had 7 of our 30 lengths fail the annual hose test.

Miscellaneous Supplies (3006)

This account covers the volunteer recognition awards, office supplies, stationary, and cleaning supplies for both stations. This line is increased by \$1,000.00 to cover the copier lease and paper.

Fire Prevention Supplies (3007)

Subscription to NFPA code updates and the supplies used at our fire prevention presentations at the elementary school and daycares. We are going to expand the program this year which will require us to purchase additional supplies.

Fire Police 235

235	FIRE POLICE UNIT	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 9,800	\$ 4,241	\$ 9,800	\$ 6,000	\$ 10,000	\$ 9,600	\$ 9,500	\$ (500)	-5.0%
1020	SOCIAL SECURITY	\$ 704	\$ 433	\$ 704	\$ 600	\$ 704	\$ 800	\$ 727	\$ 23	3.3%
3006	MISCELLANEOUS SUPPLIES	\$ 3,000	\$ 2,557	\$ 3,500	\$ 1,500	\$ 3,500	\$ 3,000	\$ 3,000	\$ (500)	-14.3%
		\$ 13,504	\$ 7,231	\$ 14,004	\$ 8,100	\$ 14,204	\$ 13,400	\$ 13,227	\$ (977)	-6.9%

The fire police are a very active unit providing traffic control for emergency scenes such as car accidents, fire calls and wires down calls. Most of the time there are only two police officers on duty and the fire police provide essential traffic control and scene safety which frees up the police officers for other duties. They also provide traffic control for community events such as Family Fun Day parade and Beach to Beacon road race.

Part Time Payroll (1002)

Pay for the members of the company.

Miscellaneous Supplies (3006)

This covers the cost the equipping each member with a radio, pager and proper reflective safety apparel.

240	MISC. PUBLIC PROTECTION	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL-HARBORMASTER	-	-	-	-	-	-	-	\$ -	0.0%
1020	SOCIAL SECURITY	-	-	-	-	-	-	-	\$ -	0.0%
	SUBTOTAL PERSONNEL	-	-	-	-	-	-	-	\$ -	0.0%
2010	HARBORMASTER- SCARBOROUGH CONTRACT	\$ 5,500	\$ 5,500	\$ 5,616	\$ 5,616	\$ 5,734	\$ 5,734	\$ 5,877	\$ 143	2.5%
2074	STREET LIGHTS	\$ 60,000	\$ 58,170	\$ 61,200	\$ 60,000	\$ 62,424	\$ 58,000	\$ 62,424	\$ -	0.0%
2075	HYDRANT RENTAL	\$ 90,000	\$ 84,029	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 96,500	\$ 6,500	7.2%
3006	HARBOR ENFORCEMENT EXP.	\$ 1,000	\$ -	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ -	0.0%
3007	COMMUNITY LIAISON EXPENSES	\$ 1,500	\$ 411	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
240	MISC. PUBLIC PROTECTION	\$ 158,000	\$ 148,110	\$ 158,816	\$ 157,616	\$ 160,158	\$ 155,734	\$ 166,801	\$ 6,643	4.1%

This account funds the contracted Harbormaster position shared with Scarborough, street lights, hydrants, and other associated public protection expenses. There are 364 street lights along the roads and parking lots in Cape Elizabeth.

250	EMERGENCY PREPAREDNESS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 2,940	\$ 3,014	\$ 3,000	\$ 3,000	\$ 3,074	\$ 3,074	\$ 3,145	\$ 71	2.3%
1020	SOCIAL SECURITY	\$ 212	\$ 231	\$ 212	\$ 234	\$ 212	\$ 212	\$ 240	\$ 28	13.2%
	SUBTOTAL PERSONNEL	\$ 3,152	\$ 3,245	\$ 3,212	\$ 3,234	\$ 3,286	\$ 3,276	\$ 3,375	\$ 89	2.7%
2033	RADIO MAINTENANCE	\$ 1,000	\$ 900	\$ 1,000	\$ 500	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 500	\$ -	\$ 500	\$ -	\$ 500	\$ 250	\$ 500	\$ -	0.0%
	SUBTOTAL	\$ 1,500	\$ 900	\$ 1,500	\$ 500	\$ 1,700	\$ 1,450	\$ 1,700	\$ -	0.0%
250	EMERGENCY PREPAREDNESS	\$ 4,652	\$ 4,145	\$ 4,712	\$ 3,734	\$ 4,986	\$ 4,736	\$ 5,075	\$ 89	1.8%

Emergency Preparedness

Part Time Payroll (1002)

This covers the stipend for the EMA director. The director attends all the county EMA meetings and prepares all reports required by FEMA.

Radio Maintenance (2033)

This account covers the cost of maintenance to the radio repeater system and the radios in the emergency operations center at the Town Center Fire Station.

Miscellaneous Supplies (3006)

This covers the cost of office supplies



**Town of Cape Elizabeth, Maine
Public Works and Recycling Center (300s)
Fiscal Year 2020
July 1, 2019-June 30, 2020**

To: Members of the Cape Elizabeth Town Council

Date: February 15, 2019

Re: **FY 2020 Proposed Public Works Department Budget**

Enclosed herewith are the individual budgets that comprise the Public Works Department Operational Budgets. They include Public Works (310), Refuse & Recycling (320), Parks & Town Lands (640), School Grounds (641), Fort Williams Park Operating (645) and Trees (660). Also included are the special fund budgets for Sewers (815) and Riverside Cemetery (860).

The budgets as proposed herein will collectively support the programs and services that the Public Works Department historically provides including, but not limited to; our winter/summer roads maintenance programs, our recycling and solid waste programs and our grounds maintenance programs. They also support the maintenance of all public works-owned equipment, the care of our infrastructure and stormwater systems along with several minor, but very important tasks that fall under Public Works jurisdiction.

You will note that the Highway and Parks “family” of budgets have increased. It is proposed to add a full-time Equipment Operator position and spread the payroll expenses across five public works-related budgets. The department has not added any positions since 2001, when a second full-time position was added in the Parks Division. In recent years we have out-sourced more tasks to private contractors, but we still need staff that has the institutional knowledge to carry out our core department responsibilities. We only have seven personnel to address all of our Highway-related responsibilities when we are at full staff and given all of our maintenance responsibilities it is a challenge to address all of our tasks, especially in the area of stormwater infrastructure maintenance. Our Parks staff is overwhelmed at times with mowing and lining of the athletic fields. The lack of seasonal laborers often requires us to take Highway staff and put them on lawn mowers. Finally, we are not performing routine cleaning of our sanitary collector system. We are addressing our problem areas, but we have never been able to undertake a comprehensive cleaning program. Last year we had to bring in a private contractor to perform tasks that we would normally do with our own staff and equipment. If approved, this position would be shared between the Highway and Parks Divisions.

The Recycling Center continues to operate well, but we have identified additional staffing and overtime needs that are falling short of what was budgeted for them in FY 2019. Additional part-time staff was added in October of 2018. It essentially takes three personnel to efficiently operate the facility to cycle the compactors, inspect loads and perform transactions. The number of shifts that fall into overtime status was under budgeted in FY 2019. This combined with other factors outlined in the budget narrative have required a

substantial increase in the overtime budget for FY 2020. **Ecomaine's** recycling program has been under siege as they deal with global changes in the recycling market. Plastic bags and other contaminants continue to be an issue. We are also being faced with tighter restrictions in the disposal of our wood-waste. Both of these issues are having an adverse impact on this proposal.

We are continuing our organic nutrient program on the Gull Crest and Fort Williams Park Multi-Purpose Athletic fields. The contracted program includes fertilization, aerifications and slice-seeding on the three fields. We have added seeding and aeration to the program which has increased the cost from FY 2019. You will note this in the Parks & Public Lands budget.

Like every year, it is a challenge to maintain a responsible capital equipment replacement program with all of the other demands on the budget. In FY 2020, it is proposed to replace our 1997 Case Front-End Loader that is equipped with a plow and wing. It is a critical piece of equipment during the winter season. It was originally programmed for replacement in 2017, but it had to be deferred in order to replace a dump truck that was 19 years old. It is also proposed to add another mid-range mower to our fleet. This would replace a (date) John Deere mower with a 6' deck. The unit proposed would be able to cut an 11' width. We need to be more productive given the shortage of seasonal workers to assist us with our grounds program.

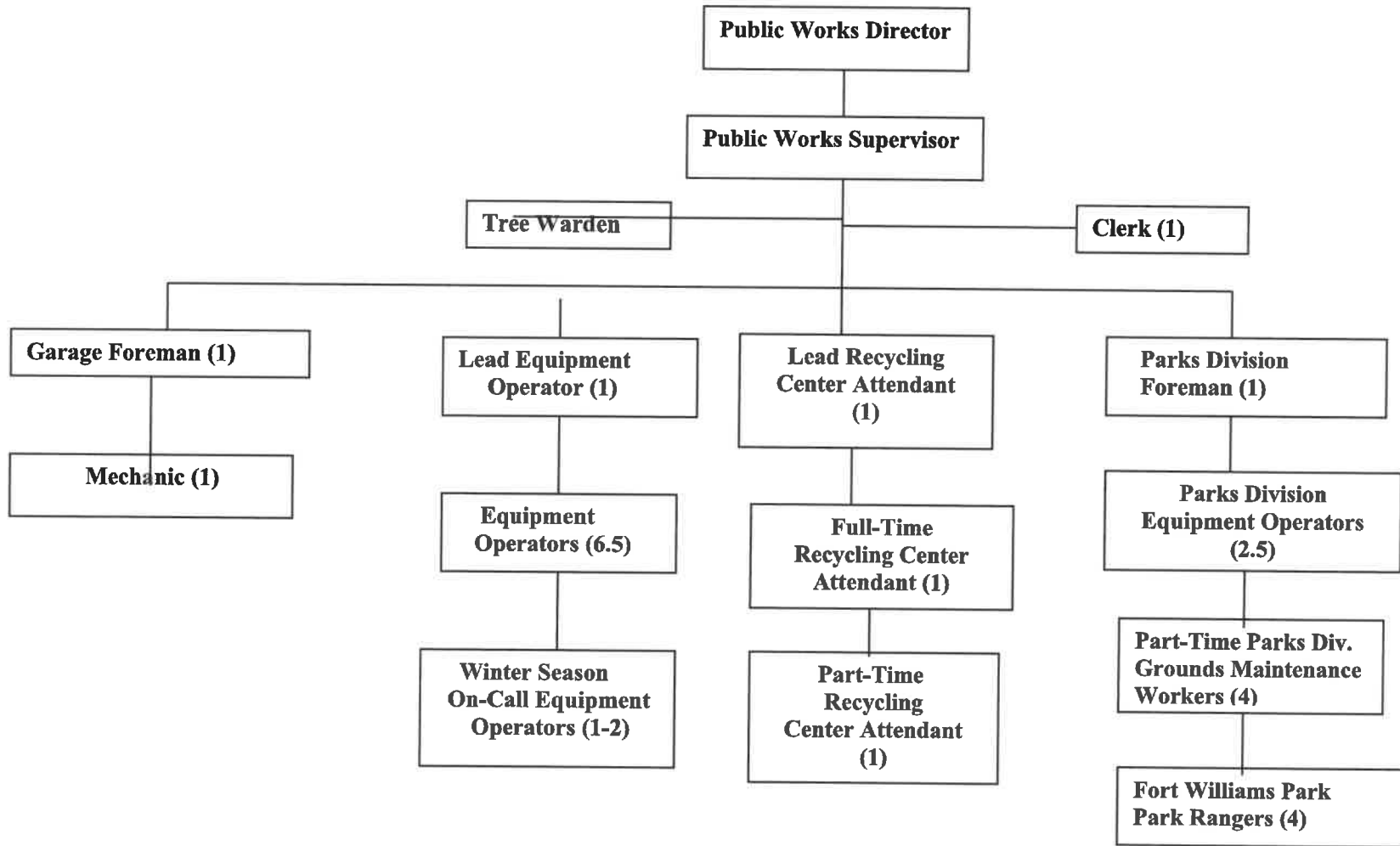
As with several past budget submissions, I want to thank my staff for all of their assistance and cooperation. It truly is a team effort and they perform a multitude of tasks during the year with great pride. I also want to thank my fellow department heads for their support and cooperation when needed. It's a good team of individuals who are dedicated to the community. Lastly, I'd like to thank Matt Sturgis for his guidance and support throughout the year.

Respectfully Submitted,



Robert C. Malley, Director of Public Works

**Cape Elizabeth Public Works Department
Proposed Organizational Chart
2019/2020**



310	PUBLIC WORKS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 585,465	\$ 585,311	\$ 615,340	\$ 615,300	\$ 630,170	\$ 630,000	\$ 675,405	\$ 45,235	7.2%
1002	PART TIME PAYROLL	\$ 5,690	\$ 5,301	\$ 5,800	\$ 5,000	\$ 6,000	\$ 5,800	\$ 6,250	\$ 250	4.2%
1003	OVERTIME PAYROLL	\$ 104,000	\$ 101,955	\$ 110,200	\$ 105,000	\$ 112,700	\$ 110,000	\$ 125,000	\$ 12,300	10.9%
1020	SOCIAL SECURITY	\$ 53,179	\$ 50,938	\$ 55,948	\$ 55,485	\$ 57,289	\$ 57,054	\$ 61,709	\$ 4,421	7.7%
	SUBTOTAL PERSONNEL	\$ 748,334	\$ 743,505	\$ 787,288	\$ 780,785	\$ 806,159	\$ 802,854	\$ 868,364	\$ 62,206	7.7%
2000	CELLULAR TELEPHONES	\$ 2,360	\$ 2,400	\$ 2,520	\$ 2,340	\$ 2,340	\$ 2,340	\$ 2,520	\$ 180	7.7%
2002	POWER	\$ 13,000	\$ 12,631	\$ 13,000	\$ 13,000	\$ 13,000	\$ 12,500	\$ 12,500	\$ (500)	-3.8%
2003	WATER AND SEWER	\$ 5,500	\$ 5,251	\$ 7,000	\$ 7,000	\$ 7,200	\$ 7,200	\$ 6,200	\$ (1,000)	-13.9%
2004	PRINTING AND ADVERTISING	\$ 800	\$ 872	\$ 800	\$ 800	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
2007	DUES AND MEMBERSHIPS	\$ 385	\$ 395	\$ 385	\$ 400	\$ 400	\$ 400	\$ 625	\$ 225	56.3%
2008	TRAINING & ALLOWANCES	\$ 16,650	\$ 17,937	\$ 17,000	\$ 17,000	\$ 19,000	\$ 19,000	\$ 2,500	\$ (16,500)	-86.8%
2009	CONFERENCES AND MEETINGS	\$ 400	\$ 212	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ -	0.0%
2021	EQUIPMENT RENTAL	\$ 1,000	\$ 959	\$ 1,200	\$ 1,000	\$ 1,200	\$ 1,000	\$ 1,200	\$ -	0.0%
2022	UNIFORM RENTAL	\$ 4,650	\$ 4,086	\$ 4,755	\$ 4,755	\$ 4,755	\$ 4,755	\$ 4,755	\$ -	0.0%
2025	SAFETY EQUIPMENT	\$ 11,200	\$ 11,373	\$ 11,445	\$ 11,400	\$ 11,500	\$ 11,000	\$ 12,950	\$ 1,450	12.6%
2032	EQUIPMENT MAINTENANCE	\$ 88,000	\$ 103,594	\$ 90,000	\$ 105,000	\$ 100,000	\$ 115,000	\$ 110,000	\$ 10,000	10.0%
2033	RADIO EQUIPMENT MAINTENANCE	\$ 1,500	\$ 1,479	\$ 1,500	\$ 1,400	\$ 1,500	\$ 2,000	\$ 1,750	\$ 250	16.7%
2036	TRAFFIC SIGNAL MAINTENANCE	\$ 1,200	\$ 1,690	\$ 1,200	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
2038	CONTRACTED STORM DRAIN MAINTENANCE	\$ 22,000	\$ 17,648	\$ 22,000	\$ 20,110	\$ 22,000	\$ 17,500	\$ 28,000	\$ 6,000	27.3%
2038	CONTRACTED SNOW PLOWING SERV.	\$ 27,100	\$ 25,970	\$ 27,100	\$ 27,100	\$ 42,000	\$ 42,000	\$ 43,000	\$ 1,000	2.4%
2039	PAVEMENT MARKINGS	\$ 25,000	\$ -	\$ 26,500	\$ 26,760	\$ 28,000	\$ 28,000	\$ 31,000	\$ 3,000	10.7%
2050	MAILBOX MATERIALS	\$ 500	\$ 661	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ -	0.0%
2060	CURBING REPAIR	\$ 1,000	\$ 886	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
2062	MISC. CONTRACT. SVCS.	\$ 2,500	\$ 2,488	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
2063	ALARM SYSTEM MONITORING	\$ 1,300	\$ 799	\$ 1,000	\$ 800	\$ 1,000	\$ 900	\$ 1,000	\$ -	0.0%
2071	PHYSICALS AND DRUG TESTING	\$ 1,600	\$ 925	\$ 1,600	\$ 1,000	\$ 1,600	\$ 1,000	\$ 1,600	\$ -	0.0%
3001	OFFICE SUPPLIES	\$ 1,300	\$ 1,202	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ -	0.0%
3002	GASOLINE	\$ 7,100	\$ 12,039	\$ 8,350	\$ 8,350	\$ 11,595	\$ 10,000	\$ 10,980	\$ (615)	-5.3%
3003	HEAT	\$ 14,000	\$ 17,055	\$ 16,800	\$ 20,000	\$ 20,430	\$ 23,000	\$ 20,790	\$ 360	1.8%
3005	MINOR EQUIP & TOOLS	\$ 4,500	\$ 4,212	\$ 4,500	\$ 4,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 750	\$ 680	\$ 750	\$ 750	\$ 750	\$ 750	\$ 750	\$ -	0.0%
3030	AGGREGATE & LOAM	\$ 3,500	\$ 4,016	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.0%
3031	WINTER SAND	\$ 12,500	\$ 12,308	\$ 12,500	\$ 12,468	\$ 12,500	\$ 12,485	\$ 12,850	\$ 350	2.8%
3032	SALT & CHLORIDE	\$ 107,800	\$ 75,397	\$ 107,800	\$ 107,800	\$ 108,000	\$ 100,000	\$ 104,000	\$ (4,000)	-3.7%
3033	COLD BITUMINOUS MIX	\$ 5,000	\$ 3,870	\$ 4,000	\$ 4,000	\$ 4,000	\$ 3,500	\$ 3,500	\$ (500)	-12.5%
3035	GUARDRAIL REPAIRS	\$ 250	\$ -	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ -	0.0%
3036	STREET & REGULATORY SIGNAGE	\$ 7,000	\$ 7,469	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%
3038	STORM DRAIN MAINTENANCE	\$ 7,000	\$ 7,323	\$ 8,000	\$ 8,000	\$ 8,500	\$ 7,500	\$ 8,000	\$ (500)	-5.9%
3039	MS4 STORMWATER PROGRAM	\$ 23,600	\$ 22,962	\$ 24,300	\$ 23,000	\$ 28,900	\$ 28,000	\$ 28,700	\$ (200)	-0.7%
3040	DIESEL FUEL	\$ 27,000	\$ 28,689	\$ 30,000	\$ 32,000	\$ 34,500	\$ 35,000	\$ 34,500	\$ -	0.0%
	SUBTOTAL	\$ 448,945	\$ 409,478	\$ 462,455	\$ 478,683	\$ 509,620	\$ 509,780	\$ 508,620	\$ (1,000)	-0.2%
310	PUBLIC WORKS	\$ 1,197,279	\$ 1,152,983	\$ 1,249,743	\$ 1,259,468	\$ 1,315,779	\$ 1,312,634	\$ 1,376,984	\$ 61,206	4.7%

ACCOUNT SUMMARY

PERSONNEL & SALARY INFORMATION

Full-Time Payroll (1001) \$675,405

Note: The pay amounts (which now include allowances) shown for FY 2020 were approved in the current collective bargaining agreement (CBA) with the Teamsters Local #340. Allowances are hourly cash incentives paid for certifications, Class A licenses, and Commercial License Endorsements listed in the CBA. These were previously budgeted in account 310-2008. That account has been decreased to reflect the transfer to each respective full-time payroll account. This account also reflects an increase due to longevity steps (15-yr. and 20-yr.) that were approved in the 2018-2020 CBA for eligible employees. It is proposed to increase the annual the salary amounts for the Director and Supervisor by 2.0%, per the Town Manager’s instructions.

It is proposed to spread the funding of the newly proposed Highway/Parks Equipment Operator over several budgets. Due to Highway-related tasks, it is proposed to charge 26 weeks to this account. One Equipment Operator is charged off for 38 weeks under this account, with the remaining 14 weeks charged off to account 645-1001 (Fort Williams Park). A portion of another Equipment Operator’s time (16 weeks) is being charged off to this budget that was previously charged off to the Refuse & Recycling Budget (320). This was done to account for a reduction in hours being allocated since there is longer a need to haul the Transfer Trailers at the Recycling Center. Both Parks Equipment Operators are charged off for six weeks each for time spent performing Highway-related (winter road maintenance, stormwater maintenance, etc.) duties, along with the Parks Working Foreman, who is charged off for 4 weeks.

The hourly rate charged to other departments is \$30.00/hour, which is well below the rate charged by private sector maintenance facilities (\$90-\$100/hour). The number of hours charged to other departments for mechanical repairs is estimated to be approximately 400. This total (\$12,000) is deducted from the total gross salary total, which is then shown as a net in account 310-1001.

Position	Base Salary/Wk.	Allowances/Wk.	# of Weeks	Total for FY 2020
Public Works Director	\$1,900.74	n/a	52 wks.	\$98,839
Public Works Supervisor	\$1,320.93	\$25.12	52 wks.	\$69,995

Position	Base Salary/Wk.	Allowances/Wk.	# of Weeks	Total for FY 2020
Garage Foreman	\$1,203.38	\$90.48	52 wks.	\$67,281
Mechanic	\$951.23	\$00.00	52 wks.	\$49,464
Lead Equipment Operator	\$1,049.13	\$23.20	52 wks.	\$55,761
Equipment Operator	\$986.20	\$25.12	38 wks.	\$38,430
Equipment Operator	\$976.43	\$24.48	52 wks.	\$52,048
Equipment Operator	\$966.77	\$12.72	52 wks.	\$50,934
Equipment Operator	\$966.77	\$22.56	16 wks.	\$15,830
Equipment Operator	\$966.77	\$24.48	52 wks.	\$51,545
Equipment Operator	\$949.60	\$19.60	52 wks.	\$50,400
Highway/Parks Equip. Op.*	\$846.74	\$00.00	24 wks.	\$20,322
Parks Equipment Operator	\$949.60	\$1.92	6 wks.	\$ 5,710
Parks Equipment Operator	\$932.46	\$1.28	6 wks.	\$ 5,603
Parks Working Foreman	\$1,032.95	\$14.88	4 wks.	\$ 4,192
Department Clerk	\$924.05	\$0.00	52 wks.	\$48,050
Supplemental Funds Budgeted for Allowances, if Attained				\$ 3,000
*Denotes Newly Proposed Position				

Part Time Plowing Personnel (1002)

\$6,250

The department utilizes 1 to 2 individuals to assist with our snow plowing operation during the winter months. One individual has worked for us on a call basis for almost 50 winter seasons, exemplifying an unparalleled level of dedicated service to the department and the community as a whole. The other person retired from our department 4 years ago and has been available on multiple occasions to assist us when we are experiencing staffing challenges; such as this winter season. This account is budgeted for approximately 15-20 plowable events. This appropriation covers approximately 250 personnel hours. It should be noted that this line item could be adversely affected by an extended or severe winter season. It is proposed to increase the hourly pay for these individuals from \$24.00/hour to \$25.00/hour. They are required to have a Commercial Driver's License are subject to random drug testing, per DOT requirements.

Overtime (1003)

\$125,000

This account covers overtime for all winter and summer road maintenance activities, storm emergencies, municipal activities and other road emergencies. It is adjusted each year for cost-of-living adjustments and step increases per the CBA. As always, I would stress that combinations of night, weekend and early season snowstorms could adversely impact this account. All operators are budgeted for 200 hours each. The Supervisor and Parks Foreman are budgeted for 300 hours per year, due primarily to weekly on-call responsibilities. Each operator on-call (winter season only) receives 4 hours of overtime per week for being available with a pager. The Supervisor and Parks Foreman also alternate being on-call for operational emergencies during the non-first call season. They are also compensated for 4 hours of overtime each week they carry a pager. The Mechanics also alternate call weeks throughout the year and they are compensated 2 hours/week in the spring/summer/fall and 4 hours/week during the winter season. 200 hours (\$6,300) has been added to cover potential overtime for the newly proposed position.

Cellular Telephones (2000)

\$2,520

This account funds a portion of the cellular phone expense of the Director, Supervisor and Parks Foreman. The annual contribution for each individual is \$600. A small amount is budgeted for the Tree Warden's iPad (\$360) and an amount (\$360) to cover cellular charges for a tablet device that is utilized in our stormwater program.

Water & Sewer (2003)

\$6,200

The entire Gull Crest complex (including the Public Works Facility and Recycling Center) is served by one 8" water main from Spurwink Avenue. The irrigation systems for the Gull Crest Fields account for over 30% of this line item, depending on the dryness of the season. As a result, a portion of the water expense is charged off to the Parks (640) water account (640-2003). We have also charged off a portion (\$1,000) of the expense to the Recycling Center water account for FY 2020 (320-2003). We are anticipating a 4.4% water rate increase by the Portland Water District on May 1, 2019.

Printing & Advertising (2004)

\$2,000

This covers the printing of inserts, forms, stationary, envelopes, permits, and any employment and/or legal advertisements that are placed in the local print and/or Internet job classified media. We are now obligated to pay for our portion of the annual lease payment, maintenance for our copier machine, and paper. This cost was historically picked up by the School Department.

Dues & Memberships (2007)

\$625

This pays for the Town's public agency **membership in the American Public Works Association (\$325)**, which also includes our membership in the **Maine Chapter of the American Public Works Association**. This account also covers our membership in the **Maine Better Transportation Association (\$75.00) and the Solid Waste Association of North America (\$223.00)**. The MBTA is an active association representing municipalities and private entities that works closely with MDOT and the Legislature on transportation-related issues.

Training (2008)

\$2,500

This account covers training classes, workshops, and technical seminars for all department personnel. These include, but are not limited to, workshops sponsored by the Maine Local Roads Center, the Maine Department of Environmental Protection, and other opportunities that may arise during the year. Allowances and stipends were previously funded from this account but those have been transferred to each applicable full-time payroll account for FY 2020.

Conferences & Meetings (2009)

\$400

This account covers registration fees for in-state workshops and meetings attended by the Director and Foremen, including, but not limited to, the annual Maine Municipal Association Convention, the Maine Resource Recovery Conference and the annual Maine Turf Conference.

Equipment Rental (2021)

\$1,200

This appropriation covers rental of minor equipment not owned by the Town. We occasionally rent a small drum roller for minor hot top projects or a small brush chipper. The department leases numeric pagers for the winter season call personnel during the winter months and for the Supervisor, Parks Foreman and Mechanics, who share on-call duties throughout the year. The monthly charge is \$13.55 per pager/month. The total for pager rental is approximately \$500.00/year.

Employee Uniform Rental (2022)**\$4,755**

Our current supplier continues to provide excellent service to the department. This contract provides for 7 shirts, 7 pants and 2 jackets for each individual, plus some shop coveralls for the operators. The two mechanics receive the same allotment, in addition to coveralls. The uniform rental has been spread over several budgets, with 25 weeks being charged off to the 310 budget.

Safety Equipment Allowance (2025)**\$12,950**

This request continues the program included in the collective bargaining agreement (CBA) to subsidize the purchase of safety shoes, protective clothing, and/or other approved safety equipment. All employees (including the part-time Recycling Center Attendant) are required to wear safety shoes in our workplace. Each employee is reimbursed for an amount not to exceed \$650.00 towards the purchase of safety shoes and/or protective clothing. It also covers personal protective equipment (PPE) purchased by the department, such as gloves, hearing protection and safety glasses. The account is being adjusted due to an increase in the allowance that was approved during the negotiations with the Teamsters Local #340 in 2018.

Equipment Maintenance (2032)**\$110,000**

This account covers routine maintenance-related expenses for all motorized equipment utilized by the department. Examples of items purchased include tires, rims, engine filters, cutting edges, engine oil, hydraulic oil, lubricants, replacement parts and any contracted repairs. The cost of unexpected spring, transmission or engine repairs can have a detrimental effect on this account. We have been expending approximately \$105,000 on maintenance for the past three years. In FY 2019, we purchased a new software package to better track repairs and replacement parts. This replaced an antiquated system that had been in place since the 1970's. As part of this software upgrade, we pay the software provider \$6,000/year to maintain and manage the program for us. This account has been increased to cover both that an increase in the cost of parts and contracted repairs, if needed.

Radio Equipment Maintenance (2033)**\$1,750**

This account covers mobile unit repairs and maintenance needed on our two-way communications system.

Traffic Signal Maintenance (2036)**\$1,500**

This amount covers the annual maintenance check, any bulb replacement, and controller adjustments to our signals at Spurwink Avenue and at the High School entrance. It covers maintenance on the flashers at the Town Center, the Cape Cottage Post Office, and the solar-powered pedestrian crossing signals in the Town Center and on Shore Road. It also covers the annual programming of the School Zone flashers within the Town Center.

Contracted Storm Drain Maintenance Services (2037) \$28,000

This account primarily covers the cost of contracted vacuum cleanings of our stormwater catch basins along with the disposal of the spoils, or “grit” as it is commonly referred to. The spoils used to be considered a “special waste” by the DEP and needed to be transported to a licensed facility in Scarborough. That is no longer the case and they can be re-purposed as construction fill. The FY 2020 program is budgeted for 140 hours @ \$185.00/hour, which is considerably more than the \$105.00/hour rate we paid for the same services in FY 2019. Even though we are saving a disposal fee the increased hourly rate will increase this line item.

This account also covers the annual maintenance of six stormwater control units. Four are located on the school campus, one at the Library and another on Shore Road. Some are designed to filter out sediment and others filter out oils and chemicals from the initial flow of stormwater off the pavement. A third unit has been installed at the Thomas Memorial Library as part of the renovation of that building. An annual maintenance inspection needs to be undertaken, such as removing silt, debris and evaluating the filter media. The Town contracts out the maintenance of these three structures at an annual cost of \$1,800. It also covers any sub-surface camera work that may be needed on a line to identify an obstruction and/or to check the integrity of the inside of a pipe.

Contracted Snow Plowing Services (2038) \$43,000

This appropriation covers the contracted plowing and sanding of all steps, walkways and entrances at the Thomas Memorial Library (TML), the Town Hall, the Town Center Fire Station and the Police Station. Besides the steps and walkways, it also covers the parking lot at the TML. The Town Hall parking lot (including the rear access road out to Shore Road) has been added to this program for FY 2019. Adding this to the contracted program will free up our staff to focus on other public facilities, such as the Recycling Center and School Campus. The amount above is based on a bid submitted by a local contractor through the 2018/2019 winter season.

Pavement Markings (2039) \$31,000

This account covers the expense of painting all pavement markings (yellow centerlines and white edge lines) on all Town-maintained roads. It also covers the painting of all parking stalls, crosswalks, arrows and H-Cap symbols on our public ways, municipal parking lots and those on the school campus. This account is proposed to be increased due to the additional pavement markings added at the Recycling Center and at Fort Williams Park. We have tried to stretch the funding by painting the parking stalls on the school campus every other year, but some of the more heavily utilized lots need to be done annually.

Mailboxes & Materials (2050) \$500

This account covers new mailboxes and/or posts that are damaged in the course of snow plowing.

Curbing Repairs (2060) \$1,000

This account covers minor repairs to curbing damaged by snow plowing.

Misc. Contractual Services (2062)

\$2,500

This account covers incidental contracted services, along with cleaning supplies and paper goods.

Alarm System Monitoring Services (2063)

\$1,000

Covers the monitoring services for our fire alarm system at Cooper Drive. It also covers a monthly phone service fees. These are traditional copper lines that are for the sole purpose of transmitting fire alarm signals.

Physicals & Drug Testing (2071)

\$1,600

Covers pre-employment physical exams for new hires and federally mandated drug and alcohol testing for all positions that require a Commercial Driver's License (CDL). The program includes all public works personnel (except the Clerk and P.T. Recycling Center Attendant) and the school bus drivers. As a group, we utilize a third party medical provider to manage our testing program. They handle all facets of the testing requirements mandated by the Department of Transportation. The Public Works share of the program is approximately \$1,200.00. The remaining funds go towards pre-employment physicals, audiograms (for selected employees operating mowing equipment) and mandated respiratory clearance testing for employees.

Office Supplies (3001)

\$1,300

This account covers office supplies, printer cartridges, calendars, etc.

Gasoline (3002)

\$10,980

We have locked in a price of \$1.96/gal. with our current provider for FY 2020. This is slightly lower than last year. Our Highway operations (Summer and Winter) now consume approximately 5,600 gals. /year.

Heat (3003)

\$20,790

This account covers heating oil for the Public Works Facility on Cooper Drive (approximately 10,500 gals.). The Facilities Manager has locked in a price for heating oil at \$1.98/gal for FY 2020.

Minor Equipment (3005)

\$5,000

This covers shop tools for the department, replacement of miscellaneous office equipment, furnishings and power equipment (chain saws, hand tools, etc.), along with small equipment replacement used in the Highway Division operations.

Minor Supplies (3006)

\$750

This is primarily a contingency account, which provides for such items as cleaning supplies, trash bags and paper goods.

Aggregate & Loam (3030) \$3,500

This account covers the cost of gravel, masonry sand and loam for small projects.

Winter Sand (3031) \$12,850

This account covers the purchase of screened sand (delivered) for winter road maintenance purposes. Though it is hard to estimate this year's usage, I have estimated that we could possibly use approximately 150 more yards by the end of the winter season. This year we are budgeting for 1,000 cubic yards @ \$12.85/yard. Screened sand is traditionally more expensive for us because of our geographical location and the transportation costs associated with that.

Salt & Chloride (3032) \$104,000

This account covers the cost of rock salt and liquid chloride that is applied to our main arteries in the winter months. We are currently salting over 30 miles of roads, out of a total mileage of over 60 miles. The salt routes are primarily tailored around the school bus routes and the collector/feeder road network. We take great strides to keep the roads clear during the winter season by doing our best to manage our materials, our personnel and our equipment in the most efficient manner possible. We are now using magnesium chloride as a wetting agent. It is less corrosive and slightly cheaper than the cost of liquid calcium. Salt for our winter sand/salt mixture is also included in this tonnage. Like overtime, this amount is an estimate at best and is totally dependent on the severity and duration of the winter season.

The FY 2019 GPCOG bid price for salt came in at \$54.53/ton/delivered and we budgeted \$63.00/ton. We normally use 1,500-1,600 tons of salt and 4,000 gals. of magnesium chloride for a typical winter season. The price of salt is a moving target, given the usual uncertainty of overseas shipping costs. For FY 2020, I am budgeting \$60.00/ton for salt and \$1.75/gal. for the chloride product.

Cold Bituminous Mix (3033) \$3,500

This account pays for cold bituminous mix, otherwise known as "cold patch" for shoulders and potholes.

Guardrail Maintenance/Replacement (3035) \$250

A small amount is being budgeted for the maintenance and /or repair of our wooden guardrails.

Signage & Traffic Control Device Replacement (3036) \$7,000

This account covers the replacement of all streets, warning, advisory and regulatory signage. It also covers the replacement of reflective barrels, traffic cones and other traffic control devices. The Manual of Uniform Traffic Control Devices, or MUTCD, recommends the use of "high intensity" reflective sheeting on all signs, which we have been requesting on any new signs that are

ordered. It provides improved visibility to drivers during both day and night. The DOT (Federal) is also requiring agencies to purchase the signs with larger (upper and lower case lettering) signs as they are replaced, due to theft, fading and vandalism. In addition to the new signage requirements, we are required to create an inventory program of our regulatory signs and measure the reflectivity of them, all of which will be at an additional (and unknown) expense in the future.

Storm Drain Materials & Pipe (3038)

\$8,000

All replacement catch basins, frames, fittings, crushed stone, culverts, and drainage pipe for minor projects are appropriated from this account. Most of these materials are used to perform restoration work on our storm drain outfall system.

MS4 Stormwater Program & Contracted Services (3039)

\$28,700

The Town continues to be subject to a Clean Water Act Permit for its separated storm sewer system discharges. A new Permit was supposed to be issued on July 1, 2018 but was delayed because the Maine DEP is addressing comments on the following issues:

1. The Maine DEP received comments requesting changes that will require dry weather and wet-weather monitoring of stormwater outfalls, and
2. A 9th Circuit Court decision in 2016 requires that the Permit contain “clear, specific and measurable” requirements with sufficient opportunity public comment. The Maine DEP is being required to rewrite certain elements of the Permit, including the administrative elements (what will a Notice of Intent look like, and how much time will communities have to write a Stormwater Management Plan, which elements will be available for public comment). In addition, and more importantly, they must decide how they will address requirements related to impaired waters. Other states that have issued MS4 permits since the 9th circuit court ruling have included clear, specific, and measurable requirements related to impaired waters. However, the task of developing these kinds of requirements is time consuming, and the Maine DEP has not developed them yet.

Both of these issues have the potential to increase the cost associated with implementing the permit in future years. The Town Staff and the Town’s stormwater consultant, Integrated Environmental Engineering, Inc., and the Interlocal Stormwater Working Group, (ISWG, which consists of the 14 Portland area communities that are also regulated by the Permit lead by the Cumberland County Soil and Water Conservation District) have been reviewing the draft permit language and providing comments to the DEP to ensure the next Permit will benefit water quality as cost effectively as possible.

The most current information we have suggests the permit will not be effective until July 1, 2020 at the earliest. Because no new Permit was issued last July, the Maine DEP extended the 2013-2018 permit for all communities, and provided guidance on how to continue to implement permit requirements in the sixth year (this fiscal year) of a 5-year permit. Next fiscal year will be Permit Year

7 of the 5-year permit and the activities we need to complete will very likely be a continuation of activities that were required this Permit Year, plus additional planning activities.

Many of the required activities are completed by the Public Works Staff including continued inspections of stormwater outfalls, ditches and catch basins, and maintenance of the stormwater infrastructure. However, Integrated Environmental Engineering will continue to assist the Town by training public works employees to use the electronic mapping and inspection systems, printing paper maps when needed, and making improvements to our internal processes. Integrated Environmental will also continue to assist us with annual reporting. Costs for Integrated Environmental Engineering services are proposed to be increased by \$3,000 from last year in order to update the 2013-2018 Stormwater Management Plan, as required by the new Maine DEP permit.

The Town will also continue to work with the ISWG on Public Education elements of the General Permit. We share the expenses of a facilitator and the administrative staff of the Cumberland County Soil & Water Conservation District (CCSWCD), who coordinates bi-monthly meetings and provides advocacy for our collective efforts. The staff at the Conservation District performs over 30% of the permit requirements for us, which helps relieve the communities of a portion of our overall commitment. Our share of the FY 2020 ISWG budget is \$3,200 lower than FY 2019 assessment. Much of the decrease is attributed to changes in staffing at CCSWCD. The Town's participation in ISWG is an excellent investment and our collective approach provides valuable benefits to the Town, such as:

- Liaison with MDEP, Casco Bay Estuary Project, legislative officials and other partners
- Sharing the services of a public education coordinator
- Updating and implementing a Public Stormwater Awareness Plan
- Updating and implementing BMP (Best Mgt. Practices) Adoption Plan
- Targeted outreach in Priority Watershed Plan (Trout Brook)
- School outreach (and supplies) at the Elementary and/or Middle School level
- Producing an annual "yardscaping" education program
- Participation in a regional media campaign promoting best management practices (bmp's)
- Coordination of employee training
- Grant writing and administration, if needed

The Town's green infrastructure (stormwater bio-filtration units at the entrance to Fort Williams Park and near the High School running track, and the Library green infrastructure) continues to be inspected and maintained by a third-party contractor. These units are designed to filter out oils and chemicals from the initial flow of stormwater off the pavement. While the maintenance of the green infrastructure is slightly more labor intensive and sometimes requires the assistance of a third party, the water quality treatment helps to prevent impairment of our groundwater and surface waters.

Account Breakdown as Follows:

Town Share of the FY 2020 ISWG Program Budget - \$10,800

Contracted Consulting Services including Mapping Updates- \$17,500

MDEP Fees - \$400

Diesel Fuel (3040) \$34,500

We are currently averaging approximately 15,000 gals./year, but this can vary due to the severity and duration of the winter season. We have locked in a price of \$2.32/gal. diesel fuel with our current supplier for FY 2020.

**REFUSE & RECYCLING BUDGET (320)
ACCOUNT SUMMARY**

		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
320	REFUSE DISPOSAL	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 80,755	\$ 77,352	\$ 67,910	\$ 65,200	\$ 117,338	\$ 110,000	\$ 117,245	\$ (93)	-0.1%
1002	PART TIME PAYROLL	\$ 28,065	\$ 33,051	\$ 34,460	\$ 49,000	\$ 18,335	\$ 20,000	\$ 29,920	\$ 11,585	63.2%
1003	OVERTIME PAYROLL	\$ 2,635	\$ 4,453	\$ 3,000	\$ 22,000	\$ 6,100	\$ 14,000	\$ 17,000	\$ 10,900	178.7%
1020	SOCIAL SECURITY	\$ 8,526	\$ 8,680	\$ 8,061	\$ 10,419	\$ 10,846	\$ 11,016	\$ 12,559	\$ 1,713	15.8%
	SUBTOTAL PERSONNEL	\$ 119,981	\$ 123,536	\$ 113,431	\$ 146,619	\$ 152,619	\$ 155,016	\$ 176,724	\$ 24,105	15.8%
2002	POWER	\$ 2,500	\$ 669	\$ 3,500	\$ 3,500	\$ 3,500	\$ 5,000	\$ 5,000	\$ 1,500	42.9%
2003	WATER & SEWER		\$ -					\$ 1,000	\$ 1,000	0.0%
2004	RECYCLING PRINTING & PROMOTION	\$ 4,000	\$ 4,259	\$ 4,000	\$ 4,000	\$ 4,000	\$ 2,000	\$ 2,500	\$ (1,500)	-37.5%
2012	ECOMAINE FEES	\$ 284,000	\$ 241,921	\$ 249,160	\$ 250,000	\$ 256,850	\$ 250,000	\$ 328,900	\$ 72,050	28.1%
2014	DEMOLITION MATERIAL DISPOSAL	\$ 58,485	\$ 35,662	\$ 60,000	\$ 60,000	\$ 69,625	\$ 75,000	\$ 96,030	\$ 26,405	37.9%
2015	HAZARDOUS MATERIALS DISPOSAL	\$ 18,000	\$ 18,367	\$ 18,000	\$ 16,000	\$ 16,000	\$ 15,000	\$ 16,000	\$ -	0.0%
2021	EQUIPMENT RENTAL	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
2022	UNIFORM RENTAL	\$ 1,300	\$ 1,292	\$ 1,330	\$ 1,330	\$ 1,330	\$ 1,330	\$ 1,330	\$ -	0.0%
2032	VEHICLE MAINTENANCE	\$ 5,600	\$ 5,444	\$ 2,500	\$ 3,000	\$ 3,000	\$ 7,000	\$ 5,000	\$ 2,000	66.7%
2062	MISC. CONTRACT SVCS.	\$ 2,000	\$ 1,850	\$ 2,500	\$ 3,900	\$ 2,500	\$ 4,000	\$ 2,500	\$ -	0.0%
2063	ALARM SERVICE	\$ 1,600	\$ 636	\$ 1,000	\$ 1,000	\$ 1,000	\$ 650	\$ 1,000	\$ -	0.0%
3002	GASOLINE	\$ 305	\$ 305	\$ 340	\$ 340	\$ 364	\$ 364	\$ 345	\$ (19)	-5.2%
3006	MISCELLANEOUS SUPPLIES	\$ 1,500	\$ 1,573	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
3040	DIESEL FUEL	\$ 4,655	\$ 4,655	\$ 2,500	\$ 2,500	\$ 2,780	\$ 2,780	\$ 2,780	\$ -	0.0%
4001	OUTLAY					\$ 2,000	\$ 1,800	\$ -	\$ (2,000)	-100.0%
	SUBTOTAL	\$ 384,145	\$ 316,633	\$ 346,330	\$ 347,070	\$ 364,449	\$ 366,424	\$ 463,885	\$ 99,436	27.3%
320	REFUSE DISPOSAL	\$ 504,126	\$ 440,169	\$ 459,761	\$ 493,689	\$ 517,068	\$ 521,440	\$ 640,609	\$ 123,541	23.9%

PERSONNEL & SALARY INFORMATION

FULL-TIME PAYROLL (1001)

Note: The pay amounts (which now include allowances) shown for FY 2020 were approved in the current collective bargaining agreement (CBA) with the Teamsters Local #340. Allowances are hourly cash incentives paid for certifications, Class A licenses, and Commercial License Endorsements listed in the CBA. These were previously budgeted in account 310-2008. That account has been decreased to reflect the transfer to each respective full-time payroll account.

Position	Base Salary/Wk.	Allowances/Wk.	#of Weeks	Total for FY 2020
Lead Recycling Center Attendant	\$946.48	n/a	52 wks.	\$49,220
Recycling Center Attendant	\$889.60	n/a	52 wks.	\$46,260
Equipment Operator	\$966.77	\$22.56	22 wks.	\$21,765

PART-TIME PAYROLL (1002)

1- Part-Time Recycling Center Attendant 32 hrs. /week/yr. (avg.) @ \$17.98/hr. @ 52 wks. \$29,920

Full-Time Payroll (1001)

\$117,245

It is proposed to reclassify one of the two full-time Recycling Center Attendant's positions to create a "Lead" position. This would enable the "Lead" position to act in a quasi-supervisory role over the two other Recycling Center positions and to also be accountable for scheduling container pulls and performing maintenance on the compactors. This will require a "side" agreement with the Teamsters Local #340. In addition to the two Full-Time Attendants, one Public Works Equipment Operator is charged off to Refuse & Recycling for 22 weeks to account for materials handling and highway-related staff assistance at the Recycling Center.

Part-Time Payroll (1002)

\$29,920

After continuing to review operations since completion of the Recycling Center Upgrade Project it was determined that additional staffing was needed on Wednesday's and Friday's, in addition to what was approved last year (adding staff on Monday and Saturday). The hours for this position were increased from 20 to 32 on October of 2018. With a few exceptions, the stationary compactors require frequent cycling and it's a challenge to adequately staff the Center with only two people on those days, especially on Saturday. This position also helps cover sick and vacation leave taken by the full-time attendants.

Overtime (1003)**\$17,000**

This account covers overtime-related shifts at the Recycling Center for full and part-time employees. Prior to the completion of the Recycling Center Upgrade Project, the Center was often staffed by one individual on Saturdays when one of the attendants was out on vacation or on certain holidays. It has long been recognized that this was not meeting the true needs of the facility. Since the completion of the project it has become apparent that three people are needed to properly staff the facility, some of which would invoke an overtime shift. These shifts can occur for one (or more) of the following reasons:

- When we are closed on a particular holiday and then open the following day so the Recycling Center will not be closed three days in a row.
- When we are open on certain holidays when all other Town services are closed, such as MLK Day, President's Day, Patriots Day, Columbus Day and Veteran's Day. Employees required to work those days receive overtime pay in addition to holiday pay.
- When all three attendants are required to work certain holidays, such as the Friday and Saturday after Thanksgiving and the day after Christmas (if it falls on a Tuesday or Thursday).
- When the Recycling Center is open for the disposal of leaf/yard wastes in the spring and fall (8 Sundays/year). These are overtime shifts for the proposed "Lead" full-time attendant.
- When the Part-Time Attendant works additional shifts to cover vacation and/or sick leave taken by either one of the full-time attendants.
- When Public Works personnel are required to work the Recycling Center overtime shifts to help cover for military service leave, vacations, sick leave and unforeseen personnel vacancies.

The FY 2020 appropriation reflects a dramatic increase over the \$6,100 that was budgeted in FY 2019. The reasons for the proposed increase are due to the following factors:

- The number of overtime shifts was underestimated for FY 2019.
- Wages increased 2.0% over FY 2019 as negotiated with the Teamsters Local #340 in 2018.
- It was determined that three staff members were needed on all Holidays that the Recycling Center is open, and not just a select few.
- The proposed wage scale for the "Lead" Attendant's position is slightly higher wage scale than the wage scale for the existing full-time attendant's position.
- One of the newly hired full-time attendants is a member of the non-active armed forces and is required to perform weekend service duty 1x/month plus two weeks of active duty within the federal fiscal year. Normally this is not an issue for employees that work a Mon.-Fri. work week, but his work week includes Saturday when the RC is open. Since that is our busiest day of the week, the shift needs to be filled with a Public Works employee (at an overtime pay rate) who may make a higher hourly wage (with allowances) than the full-time attendant on armed services duty. This alone accounts for almost \$5,320 of the increase, which we need to carry if the employees elect to take overtime pay over compensatory leave in lieu of pay.

Power (2002)

\$5,000

We are continuing to monitor our power consumption up at the Recycling Center. FY 2019 provided us an opportunity to get a better sense of the consumption over the winter season. The five compactors are powered by 3-phase power which is required to operate the hydraulic motors. A new HVAC system was installed in the primary office and the field office has electric heat which has contributed to the increased usage. The account has been increased for FY 2020.

Recycling Printing & Promotion (2004)

\$2,500

This account pays for printed materials, recycling promotional items, the purchase of recycling containers (if needed) and educational materials. We continue to use a portion of these funds to subsidize the cost of compost bins for residents who purchase one through a program offered by the Maine Resource Recovery Association. It is proposed to offer that service again in FY 2020, but decrease the account to help offset other increases in this budget.

EcoMaine & Other Contracted Services Fees (2012)

\$328,900

The total tonnage sent to ecomaine by June 30, 2018 is anticipated to be slightly below the 2,350 tons we projected in the budget. This compares to 2,107 tons that were hauled in FY 2018 and 2,130 tons that were hauled in FY 2017.

Our tipping fee at **ecomaine**, is increasing from \$70.50/ton to \$73.00/ton on July 1, 2019. This is the first increase we have had since FY 2013, but less than the tip fee that year when it was \$88.00/ton. We will also be paying a tipping fee at **ecomaine** for “single-stream” recyclables effective July 1, 2019. The value of certain “single-stream” recyclables has dropped as items once considered recyclable are now considered “contaminants”. This is a major change to this line item and will have an adverse impact on the overall Refuse budget.

The number of stationary compactor “pulls” budgeted in FY 2019 for MSW appears to be on target as we approach December 31st. On average the two primary MSW compactor containers are hauled 2x/week and the “standby” compactor container (used only on Saturday) is hauled 1x/every two weeks. The “single-stream” containers are each hauled 1x/week, with an occasional extra “pull” 1x/month.

The Town contracts with a firm to transport food waste generated at both cafeterias (including the kitchen at Community Services) to a licensed facility in Portland. They provide annual training (if needed), the containers and the transportation (2x/per week). The program is budgeted at \$1,210/month for 10 months. We have been extracting approximately 1-1.5 tons of food-waste from the cafeterias each month.

In May of 2018 we added bins at the Recycling Center for the collection of food waste. The interest in the program has exceeded our initial expectations and we are now taking in approximately 3-4 tons of food-waste/month. It was difficult to estimate the level of interest and the estimated cost to provide the program in the FY 2019 budget. Now that we have eight months of data, the budget for the FY 2020 program is approximately \$400/month.

Listed below is a breakdown of the expenditures programmed for this account:

Estimated Stationary MSW Compactor Tonnage: 2,300 tons @ \$73.00/ton = \$167,900

- 245 pulls/year @ \$116.00/pull = \$28,420

Estimated Stationary "Single-Stream" Compactor Tonnage: 1,300 Tons @ \$35.00/ton = \$45,500

- 130 pulls/year @ \$116.00/pull = \$15,080

Estimated "Contamination" fees assessed by ecomaine on "Single Stream" Program = \$20,000

HS/MS/PC School Campus Container Pulls (Refuse & Single Stream Recycling):

- 320 services/year for refuse container @ \$12.50/service = \$4,000

- 220 services/year for single-stream recycling container @ \$12.50/service = \$2,750

- Contracted Food Waste Removal Services (School Campus) = \$12,100

- Contracted Food Waste Removal Services (Recycling Center) = \$4,800

- Contracted Food Waste Tip Fee at **ecomaine**: 50 tons @ \$45.00/ton = \$2,250

"Silver Bullets" (2) and Cardboard Container (1) located behind the Town Hall:

- 290 pulls/year @ \$90.00/pull = \$26,100

Brush & Demolition Removal (2014)**\$96,030**

This account covers the volume reduction and removal of brush, woodwastes, white goods and demolition material (asphalt shingles, sheetrock, and concrete). In lieu of a heavy item collection, fees are waived for two full weeks so residents (not commercial haulers) can bring their own material to the Recycling Center at no charge. It is difficult to gauge the amount of material that is brought in, especially bulky wastes, wood-waste (demolition) and white goods. Most of the disposal services are being maintained at the FY 2019 levels, with the exception of bulky wastes and gypsum board. Due to tighter restrictions of what can now go into the demolition wood pile, we are hauling the bulky waste containers more frequently. In addition, **ecomaine** has increased the tipping fee from on bulky waste from \$60.00 to \$73.00 in a two-year period, which has significantly increased this expense.

Clean Wood (Brush & Limbs) Grinding: No charge for this service

Demolition Wood (C&D) Disposal: 450 tons/year @ \$35.00/ton = \$15,750

Gypsum Board Container Pulls: 20 pulls/year @ \$90.00/pull @ \$85.00/ton per 6.0 tons of gypsum (avg.) = \$12,000

Asphalt Shingle Container Pulls: 12 pulls/year @ \$90.00/pull @ \$60.00/ton per 9.3 tons of shingles (avg.) = \$7,780

Glass (Inc. Porcelain) Container Pulls: 2 pulls/year @ \$90.00/pull @ \$36.00/ton per 11.0 tons of glass (avg.) = \$980

Aluminum Container Pulls: 2 @ \$90.00/pull = \$180

Bulky Wastes: 185 pulls/year @ \$90.00/haul, per 2.10 tons of waste (avg.) @ \$73.00/ton = \$45,140

White Goods/Metal Container Pulls: 80 pulls/year @ \$90.00/pull = \$7,200

Tire Disposal: 400 tires @ \$2.00/tire = \$800

Propane Tanks: 200 tanks @ \$3.00/tank = \$600

Concrete/Brick Disposal: 110 tons/year @ \$25.00/ton = \$2,750

Freon Removal: 325 units @ \$8.00/unit = \$2,600 Stump Disposal: \$250

Household Hazardous Waste & E-Waste Collection Event (2015) \$16,000

It is proposed to continue to host Household Hazardous and E-Waste Collection in May of 2020. This is truly the best way to coordinate the disposal of chemicals, protect the environment and meet one of the requirements of our stormwater and CSO management plans. Residents took full advantage of the program last May with over 300 vehicles dropping off items. The collection is held at the Public Works Facility and facilitated by two licensed consolidators, with the assistance of our own personnel.

Uniform Rental (2022) \$1,330

A portion of the uniform rental for the Recycling Center personnel is charged off to this budget

Facility & Compactor Maintenance (2032) \$5,000

This account covers signage replacement, minor facility maintenance and maintenance on the stationary compactor units. The compactor units are requiring more maintenance than first envisioned. We have had to engage the dealer for some of the repairs which has adversely impacted this line item. We are already over budget in this account by \$2,000 at the time of this submittal. It is proposed to increase this account by \$2,000.

Misc. Contractual Services (2062) \$2,500

This account pays for transaction fees that we pay to perform electronic transactions at the Recycling Center. It also covers vector control (if needed) and any contracted services not covered under account 310-2032.

Alarm Service Monitoring (2063) \$1,000

This account covers monitoring fees and expenses for two telephone lines to service the Fire Alarm System at the Recycling Center compactor building.

Gasoline (3002) \$345

A small amount of gasoline is charged off for Recycling Center operations. It is budgeted at \$1.96/gallon.

Misc. Supplies (3006) \$1,500

This account covers printing fees, permits, paper goods, supplies and the annual solid waste license fee.

Diesel Fuel (3040) \$2,780

This covers diesel fuel for the Recycling Center-related equipment (front-end loader or loader/backhoe) and is budgeted at \$2.32/gallon.



**Town of Cape Elizabeth, Maine
Human Services (400s)
Fiscal Year 2020
July 1, 2019-June 30, 2020**

**Fiscal Year 2020
Proposed Budget**

410	HUMAN SERVICES	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2102	VNA/HOSPICE	\$ 3,825	\$ 3,825	\$ 3,902	\$ 3,902	\$ 3,980	\$ 3,980	\$ 4,060	\$ 80	2.0%
2100	COMMUNITY HEALTH SRVS	\$ 2,229	\$ 2,229	\$ 2,273	\$ 2,274	\$ 2,319	\$ 2,319	\$ 2,375	\$ 56	2.4%
2101	COMMUNITY COUNSELING	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
2103	THERAPEUTIC RECREATION	\$ 3,745	\$ 3,745	\$ 3,820	\$ 3,820	\$ 3,896	\$ 3,896	\$ 3,975	\$ 79	2.0%
2107	S. ME SENIOR CITIZENS	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
2110	PROP/THE OPPORTUNITY ALLIANCE	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
2111	RTP	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
2113	FAMILY CRISIS SHELTER	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
2114	DAY ONE	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
2116	HOSPICE OF SOUTHERN MAINE	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
2118	SEXUAL ASSAULT RES. SVCS.	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
2121	RED CROSS-PORTLAND CHAPTER	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,500	\$ 120	8.7%
2122	INDEPENDENT TRANSPORTATION NETWORK	\$ 1,326	\$ 1,326	\$ 1,353	\$ 1,353	\$ 1,380	\$ 1,380	\$ 1,400	\$ 20	1.4%
5101	GENERAL ASSISTANCE	\$ 30,600	\$ 27,604	\$ 31,212	\$ 27,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	0.0%
410	HUMAN SERVICES	\$ 53,659	\$ 50,663	\$ 54,732	\$ 50,521	\$ 53,995	\$ 53,995	\$ 54,510	\$ 515	1.0%



**Town of Cape Elizabeth, Maine
Library, Contributions, and Public
Information (500s)
Fiscal Year 2020
July 1, 2019-June 30, 2020**

**Fiscal Year 2020
Proposed Budget**

510	LIBRARY	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 285,887	\$ 251,445	\$ 295,844	\$ 285,017	\$ 303,058	\$ 303,077	\$ 309,120	\$ 6,062	2.0%
1002	PART TIME PAYROLL	\$ 145,777	\$ 131,323	\$ 124,382	\$ 115,939	\$ 127,141	\$ 123,109	\$ 129,388	\$ 2,247	1.8%
1020	SOCIAL SECURITY	\$ 32,360	\$ 26,973	\$ 32,360	\$ 29,400	\$ 32,911	\$ 31,186	\$ 33,546	\$ 635	1.9%
	SUBTOTAL PERSONNEL	\$ 464,024	\$ 409,741	\$ 452,586	\$ 430,356	\$ 463,110	\$ 457,372	\$ 472,054	\$ 8,944	1.9%
2004	PRINTING & ADVERTISING	\$ 1,500	\$ 1,459	\$ 1,000	\$ 2,735	\$ 750	\$ 577	\$ 750	\$ -	0.0%
2005	POSTAGE	\$ 2,840	\$ 2,837	\$ 500	\$ 490	\$ 550	\$ 717	\$ 589	\$ 39	7.1%
2006	TRAVEL	\$ 500	\$ 238	\$ 500	\$ 455	\$ 500	\$ 558	\$ 500	\$ -	0.0%
2007	DUES & MEMBERSHIPS	\$ 888	\$ 888	\$ 888	\$ 888	\$ 888	\$ 700	\$ 888	\$ -	0.0%
2009	CONFERENCES AND MEETINGS	\$ 1,245	\$ 1,224	\$ 1,245	\$ 1,294	\$ 1,245	\$ 1,235	\$ 1,245	\$ -	0.0%
2010	PROFESSIONAL SERVICES-PROGRAMS	\$ 7,500	\$ 7,552	\$ 7,500	\$ 7,460	\$ 8,000	\$ 7,999	\$ 12,000	\$ 4,000	50.0%
2062	CONTINGENCY	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ -	0.0%
2072	MISC. CONTRACT. SVCS.	\$ -	\$ -	\$ 11,067	\$ 11,067	\$ 12,425	\$ 11,999	\$ 12,425	\$ -	0.0%
3001	OFFICE SUPPLIES	\$ 7,000	\$ 6,994	\$ 7,000	\$ 6,995	\$ 7,500	\$ 7,221	\$ 7,500	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 3,000	\$ 3,345	\$ 3,500	\$ 3,200	\$ 3,500	\$ 4,100	\$ 4,000	\$ 500	14.3%
3020	BOOKS & PERIODICALS	\$ 34,318	\$ 34,378	\$ 34,661	\$ 34,600	\$ 34,661	\$ 34,650	\$ 35,700	\$ 1,039	3.0%
3022	AUDIO VISUAL MATERIALS	\$ 10,025	\$ 9,167	\$ 10,327	\$ 10,350	\$ 10,327	\$ 10,330	\$ 10,637	\$ 310	3.0%
3100	ELECTRONIC RESOURCES	\$ 11,135	\$ 10,922	\$ 2,400	\$ 2,200	\$ 2,400	\$ 2,350	\$ 2,400	\$ -	0.0%
4001	OUTLAY	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,225	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	0.0%
	SUBTOTAL	\$ 81,401	\$ 80,454	\$ 82,038	\$ 83,209	\$ 84,196	\$ 83,886	\$ 90,084	\$ 5,888	7.0%
510	LIBRARY	\$ 545,425	\$ 490,195	\$ 534,624	\$ 513,565	\$ 547,306	\$ 541,258	\$ 562,138	\$ 14,832	2.7%

Thomas Memorial Library - FY 2020 Budget

Personnel Information

The Thomas Memorial Library is open to serve the citizens of Cape Elizabeth for 6 days per week totaling 55 hours per week. This service is delivered through the staffing of two public desks, along with many background duties accomplished away from the public desks.

Full Time Account (1001) - \$309,120

FY2018 Position	FY2019	FY2020
Library Director	\$68,224	\$69,589
Children's Librarian	\$55,453	\$56,562
Circulation Librarian	\$43,660	\$44,533
Adult Librarian	\$53,623	\$54,695
Programming Librarian	\$40,290	\$41,096
Technical Services	\$41,808	\$42,645
Total:	\$303,058	\$309,120

All salary rates include a 2.0% increase above the rates at the end of FY2019.

Part Time Account (1002) - \$129,388

FY2019 Total Hours	FY2019 Total Pay	FY2020 Total Hours	FY2020 Total Pay
6,721	\$127,141	6,721	\$129,388

Part Time position breakdown

Position	Yearly Hours FY2020	Pay Rate FY2020	Total Pay FY2020
Substitute Hours	858	\$17.31	\$14,852
Patron Experience Specialist	936	\$18.64	\$17,443
Patron Experience Specialist	936	\$17.66	\$16,527

Patron Experience Specialist	936	\$17.66	\$16,527
Young Adult Librarian	1456	\$19.64	\$28,589
Youth Programming Assistant	936	\$19.15	\$17,921
Youth Programming Assistant	936	\$18.73	\$17,529

The salary rates include a 2.0% increase above the rates at the end of FY2019, with the exception of the substitute position.

Social Security (1020) - \$33,546

Amount is 7.65% of budgeted wages.

Printing and Advertising (2004) - \$750

Level funded. Line used to cover printing and copying costs, inhouse and outsourced.

Postage (2005) - \$589

+7%. The USPS rate increase in January 2019 (\$0.05 First Class and \$0.08 Library Mail, 10 and 3 percent respectively) bring a need for an increase in this line.

Travel (2006) - \$500

Level funded. Travel costs in FY2020 are expected to be in line with those in FY2019.

Dues & Memberships (2007) - \$888

Level funded. Covers the cost of dues for professional staff: 3 ALAs (\$411), 1 ALSC (\$50) 1 PLA (\$72), 1 YALSA (\$60), 1 NEIA (\$70) and MLA: Library Level 3 (\$225).

Conferences & Meetings (2009) - \$1,245

Level funded. Includes costs for meetings and conferences sponsored by professional associations.

Programs (2010) - \$12,000

+50%. Programming levels have significantly increased due to citizen interest and demand, along with our ability to delivery quality programs causing a need for an increase in program funding.

Contingency Fund (2062) - \$250

Level funded.

Miscellaneous Contract Services (2072) - \$12,425

Level funded.

Service	Amount
Mail Chimp	\$510
Maine State Library - Material Delivery (see note 1)	\$2,433.60
Maine InfoNet - Minerva Consortia Membership	\$4,500
Maine InfoNet - Maine Download Library Consortia	\$650
Maine Schools Library Network - Public Internet	\$1,500
LogiTech Self Checkout Support	\$1,000
Copier Lease Payment	\$1,830.88

Note 1: The Maine State Library provides one day of delivery each week, plus our membership in Minerva provides us with one day of delivery each week. This leaves the Library to fund the remaining 3 days per week of delivery. Our delivery cost is \$15.60 per day making our total cost for FY2020 \$2,433.60.

Office Supplies (3001) - \$7,500

Level funded.

Miscellaneous Supplies (3006) - \$4,000

+14.3%. This account is used to purchase the supplemental supplies needed for conducting programs as well as the cost of refreshments and supplies for our Children's, YA and Adult programming; increased programming has lead to an increased need for programming related supplies.

Books and Periodicals (3020) - \$35,700

+3%. This line was level funded last year. The cost of books has risen between 1.7 and 3.3 percent (depending on audience and type). This increase is to keep pace with those rising costs.

Audio Visual Materials (3022) - \$10,637

+3%. This line was level funded last year. This increase is to keep pace with rising materials costs.

Electronic Resources (3100) - \$2,400
Level funded.

Outlay (4001) - \$1,200

Level funded. This account funds miscellaneous pieces of library equipment and furniture not covered by the Capital Expenses Plan yet outside the scope of normal equipment or supply lines.

Totals

Total		\$547,306	\$562,138	+2.7 %
Budget	FY2019	FY2019	Change	

Contributions (520)

520	CONTRIBUTIONS	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATED FY 2019	BUDGET FY 2020	\$ CHANGE FY 19 to FY 20	% CHANGE FY 19 to FY 20
5050	CAPE PRESERVATION SOCIETY	\$ 500	\$ 390	\$ 500	\$ 400	\$ 500	\$ 500	\$ 500	\$ -	0.0
5052	GREATER PTLD ECON DEV COMM	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
5053	FAMILY FUN DAY	\$ 31,500	\$ 19,732	\$ 23,700	\$ 20,000	\$ 12,000	\$ 20,000	\$ 12,000	\$ -	0.0
5054	PENNY FOR LAND ACQUISITION FUND	\$ 32,914	\$ 32,914	\$ 32,914	\$ 32,914	\$ 32,914	\$ 32,914	\$ 32,914	\$ -	0.0
5055	SENIOR CITIZEN TAX RELIEF FUND					\$ 75,000	\$ 75,000	\$ 75,000	\$ -	0.0
520	CONTRIBUTIONS	\$ 64,914	\$ 53,036	\$ 57,114	\$ 53,314	\$ 120,414	\$ 128,414	\$ 120,414	\$ -	0.0

5205050 Cape Elizabeth Historical Preservation Society \$500

The Cape Elizabeth Historical Preservation Society assists with the preservation of municipal records and has a private collection of town history. They make the records available to the public each Thursday morning when they volunteer at the police station. The town council last year formalized its relationship with CEHPS.

5205053 Family Fun Day \$12,000

This account provides \$12,000 towards Family Fun Day.

5205053 Penny for Land Acquisition Fund \$32,914

On February 11, 2013, the town council approved the following: *The town council requests the finance committee to consider as part of its budget review the possibility of providing a penny or more in the proposed annual tax rate for land acquisition purposes. A penny was provided in FY 2014 and a second penny in FY 2015. Due to the budget pressures this year, it is recommended to maintain the two pennies but not to add an additional penny.*

1. Pennies for Open Space. This would be a commitment by the Town Council to add one cent to each year's tax commitment and dedicate that revenue to open space preservation. If one cent was added to the FY 2012 tax rate, a total of \$16,530 dollars in revenue would have been generated at cost of \$3.18 per median home (valued at \$318,600). If a nickel was added, \$82,652.00 would have been raised at a cost of \$15.93 per median home.

As a reference, the town budget currently includes a land acquisition account. No funds have been budgeted to this account in the last five years. Monies have been placed in this account in the past from selected land sales, open space impact fees, etc.

Benefits: The town has complete authority to implement this and then choose how funds are spent.

Limitations: An increase in the tax rate is a fundamental basis for assembling each year's budget and adding to that rate will make the budget process incrementally more challenging.

Recommendation: FOSP recommends that the Town Council consider implementing a Pennies for Open Space policy to fund the land acquisition fund.

Public Information (530)

530	PUBLIC INFORMATION	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATED FY 2019	BUDGET FY 2020	\$ CHANGE FY 19 to FY 20	% CHANGE FY 19 to FY 20
1002	CABLE PART TIME PAYROLL	\$ 6,750	\$ 2,216	\$ 6,750	\$ 3,100	\$ 6,750	\$ 2,900	\$ 6,500	\$ (250)	-3.7%
1002	WEBMASTER	\$ 38,974	\$ 38,974	\$ 42,871	\$ 42,871	\$ 45,000	\$ 45,000	\$ 47,000	\$ 2,000	4.4%
1005	CETV BULLETIN BOARD		\$ 3,718				\$ 2,000	\$ -	\$ -	0.0%
1020	SOCIAL SECURITY	\$ 3,498	\$ 3,013	\$ 3,498	\$ 3,517	\$ 3,959	\$ 3,959	\$ 4,100	\$ 141	3.6%
	SUBTOTAL PERSONNEL	\$ 49,222	\$ 47,921	\$ 53,119	\$ 49,488	\$ 55,709	\$ 53,859	\$ 57,600	\$ 1,891	3.4%
2004	PRINTING AND ADVERTISING	\$ 6,890	\$ 3,566	\$ 6,890	\$ 3,200	\$ 5,000	\$ 4,000	\$ 5,000	\$ -	0.0%
2034	EQUIPMENT MAINTENANCE	\$ 4,500	\$ 125	\$ 4,500	\$ 1,500	\$ 4,500	\$ 4,000	\$ 4,500	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 200	\$ 388	\$ 200	\$ 120	\$ 200	\$ 100	\$ 200	\$ -	0.0%
4001	OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
	SUBTOTAL	\$ 11,590	\$ 4,079	\$ 11,590	\$ 4,820	\$ 9,700	\$ 8,100	\$ 9,700	\$ -	0.0%
530	PUBLIC INFORMATION	\$ 60,812	\$ 52,000	\$ 64,709	\$ 54,308	\$ 65,409	\$ 61,959	\$ 67,300	\$ 1,891	2.9%

This area funds our cable television station, our website and all public hearing notices. It also funds miscellaneous advertising.

The budget increases the stipend of the webmaster by 4.4% this year as the position has increasing responsibilities.



**Town of Cape Elizabeth, Maine
Facilities, Parks, and Community Services
(600s)
Fiscal Year 2020
July 1, 2019-June 30, 2020**

Cape Elizabeth
Facilities and Transportation Department
345 Ocean House Road
(207) 799-9574

To: Matthew Sturgis and members of the Cape Elizabeth Town Council

Date: February 4, 2019

Re: FY 2020 Proposed Cape Elizabeth's Facilities Department Budget

The Cape Elizabeth Facilities and Transportation Department is pleased to submit our proposed budget for FY 2020.

Enclosed are the individual budgets that comprise the Facility Department's operational budgets. They include Facilities Management (600), Town Hall (610), Library Building (615), Town Center Fire Station (620), Community Center (621), Richards Pool (622), Police Station (630) and Cape Cottage Fire Station (631).

Some of the larger projects accomplished by our department in the past year are: flooring improvements to the Police Station, new signage at the Town Central Fire Station, a new furnace installed at the Spurwink Church, heating control upgrades at Town Hall, improvements to the Richards Community Pool filtration system, installation of sound baffling in the foyer of the Thomas Memorial Library and exterior painting on various buildings around the town.

I would like to say Thank You to the members of Town Council, Matthew Sturgis and the Taxpayers of Cape Elizabeth; for the opportunity to serve as your Facilities and Transportation Director and look forward to collaborating for years to come.

Respectfully submitted,

Perry J Schwarz
Facilities & Transportation Director

The proposed budget for Facilities Management (600)

600	FACILITIES MANAGEMENT	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL								\$ -	0.0%
1002	PART TIME PAYROLL								\$ -	0.0%
1020	SOCIAL SECURITY								\$ -	0.0%
	SUBTOTAL PERSONNEL	-	-	-					\$ -	0.0%
2001	TELEPHONE								\$ -	0.0%
2004	PRINTING & ADVERTISING	300	-	100	-	100	50	100	\$ -	0.0%
2006	TRAVEL	250	-	200	-	200	75	200	\$ -	0.0%
2007	DUES & MEMBERSHIPS	300	-	200	250	200	250	250	\$ 50	25.0%
2009	CONFERENCES & MEETINGS	600	39	500	112	500	300	300	\$ (200)	-40.0%
2010	PROFESSIONAL SERVICES	800	-	500	95	500	250	500	\$ -	0.0%
2034	OFFICE EQUIP MAINTENANCE	650	260	500	238	500	300	500	\$ -	0.0%
2035	CONSOLIDATED BUILDING MAINT.	121,376	122,241	144,743	168,264	148,800	150,000	178,200	\$ 29,400	20.3%
2062	MISCELLANEOUS CONTRACTURAL SERVICES	97,844	97,844	103,636	100,091	104,682	104,682	107,561	\$ 2,879	2.8%
4001	OUTLAY			-					\$ -	0.0%
	SUBTOTAL	222,120	220,384	250,379	269,050	255,482	255,907	287,611	\$ 32,129	12.8%
600	FACILITIES MANAGEMENT	222,120	220,384	250,379	269,050	255,482	255,907	287,611	\$ 32,129	12.8%

Printing and Advertising (2004)

\$100

This covers the printing of any inserts, forms, stationary, envelopes, permits and any employment and/or legal advertisement that are placed in the local print and/or internet job classified media.

Travel (2006)

\$200

This line covers any mileage reimbursement that is accrued when attending meetings and/or seminars.

Dues and Memberships (2007)

\$250

This covers any memberships needed by the Facilities Department.

Conferences and Meetings (2009)

\$300

This account covers the registration fees of any training and/or conference attended by a Facilities employee.

Professional Services (2010)

\$500

This covers any expense incurred by hiring a lawyer, architect or engineer for any professional services needed outside of the Facilities Department's legal abilities.

Office Equipment and Maintenance (2034)**\$500**

This account covers the costs of any computers, printers, toner cartridges or general office equipment purchases or repairs.

Consolidated Building Maintenance (2035)**\$178,200**

This covers general building maintenance and/or contractual work performed by outside contractors on all the town own buildings, with the exclusion of Community Services and Richard's Pool. Any needed maintenance supplies or equipment would also fall under this line. This year there is an increase of \$19,057, and is largely due to the added need to maintain our fire suppression systems to state standards, along with added service contracts that are needed to maintain our larger pieces of equipment.

Contracted Custodial Services (2062)**\$107,561**

This account covers any custodial services used within Town Hall. This includes all offices spaces, restrooms, hallways, break rooms and meeting areas. The \$1,046 increase is solely due to the collective bargaining unit agreement with the school department.

The proposed Facilities budget for the Town Hall (610)

610	TOWN HALL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2002	POWER	9,812	7,476	9,812	7,309	9,812	7,500	9,000	\$ (812)	-8.3%
2003	WATER & SEWER	3,111	2,283	3,416	1,927	3,416	2,100	2,500	\$ (916)	-26.8%
3003	HEAT	9,075	9,793	9,913	10,292	9,913	10,000	10,500	\$ 587	5.9%
2062	MISCELLANEOUS CONTRACTURAL SERVICE			-					\$ -	0.0%
610	TOWN HALL	21,998	19,552	23,141	19,528	23,141	19,600	22,000	\$ (1,141)	-4.9%

Power (2002)**\$9,000**

This covers any electrical usage consumed by the Town Hall property that is invoiced from Central Maine Power Company.

Water and Sewer (2003)**\$2,500**

This account is used to cover the cost of both water and sewer usage at Town Hall, that is invoiced from Portland Water District.

Heat (3003)**\$10,500**

This covers the annual fuel costs for heating the Town Hall facility.

The proposed Facilities budget for the Thomas Memorial Library Building (615)

615	LIBRARY BUILDING	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2002	POWER	13,850	12,652	13,850	11,456	13,850	12,500	13,850	\$ -	0.0%
2003	WATER AND SEWER	1,500	1,522	2,972	1,537	2,972	1,600	2,972	\$ -	0.0%
2062	CONTRACTED CUSTODIAL SERVICES	14,289	14,289	15,003	15,288	15,285	15,285	15,704	\$ 419	2.8%
3003	HEAT	12,936	6,504	14,221	4,557	10,221	6,500	9,000	\$ (1,221)	-8.6%
615	LIBRARY BUILDING	42,575	34,967	46,046	32,838	42,328	35,885	41,526	\$ (802)	-1.7%

Power (2002)

\$13,850

This covers any electrical usage consumed by the Thomas Memorial Library that is invoiced from Central Maine Power Company.

Water and Sewer (2003)

\$2,972

This account is used to cover the cost of both water and sewer usage at the Thomas Memorial Library, that is invoiced from Portland Water District.

Contracted Custodial Services (2062)

\$15,704

This account covers any custodial services used within the Thomas Memorial Library. This includes all offices spaces, restrooms, hallways, break rooms and meeting areas. The \$282 increase is solely due to the collective bargaining unit agreement with the school department.

Heat (3003)

\$9,000

This covers the annual fuel costs for heating the Thomas Memorial Library.

The proposed Facilities budget for the Town Center Fire Station (620)

620	TOWN CENTER FIRE STATION	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2003	WATER & SEWER	1,812	1,675	1,812	1,815	1,812	1,800	1,900	\$ 88	4.9%
2062	CONTRACTED CUSTODIAL SERVICES	-	-	3,060	2,909	3,060	2,800	3,060	\$ -	0.0%
3003	HEAT	19,602	12,662	22,451	18,548	20,500	19,000	20,500	\$ -	0.0%
630	TOWN CENTER FIRE STATION	21,414	14,337	27,323	23,272	25,372	23,600	25,460	\$ 88	0.3%

Water and Sewer (2003)**\$1,900**

This account is used to cover the cost of both water and sewer usage at the Town Central Fire Station, that is invoiced from Portland Water District.

Contracted Services (2062)**\$3,060**

This account cover the contracted work performed on the fire department's generator and compressed air system.

Heat (3003)**\$20,500**

This covers the annual fuel costs for heating the Town Central Fire Station.

The proposed Facilities budget for the Community Center (621)

621	COMMUNITY CENTER BUILDING	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	1,000	705	1,200	1,000	1,200	700	1,200	\$ -	0.0%
2002	POWER	10,150	9,454	10,150	8,621	10,150	9,000	10,150	\$ -	0.0%
2003	WATER & SEWER	2,359	2,350	2,156	3,055	3,700	3,500	3,885	\$ 185	5.9%
2035	BUILDING MAINTENANCE	14,050	22,351	16,523	19,031	22,523	21,000	22,523	\$ -	0.0%
2062	CONTRACTED CUSTODIAL SERVICES	27,829	27,829	28,220	29,103	29,776	29,776	30,595	\$ 819	2.8%
3003	HEATING OIL	10,065	8,496	10,991	9,607	10,991	10,000	10,991	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	2,500	1,561	2,610	1,488	2,610	2,000	2,610	\$ -	0.0%
4001	CAPITAL PROJECTS	81,000	32,343	81,000		-			\$ -	0.0%
621	COMMUNITY CENTER BUILDING	148,953	105,089	154,850	71,905	80,950	75,976	81,954	\$ 1,004	0.6%

Part Time Payroll (1002)**\$1,200**

This line covers any temporary employment needed for assistance in cleaning and/or maintenance.

Power (2002)**\$10,150**

This covers any electrical usage consumed by the Community Center that is invoiced from Central Maine Power Company.

Water and Sewer (2003)**\$3,885**

This account is used to cover the cost of both water and sewer usage at the Community Center, that is invoiced from Portland Water District. This line has been increased by \$544 to help cover the amount of usage within the building.

Building Maintenance (2035)**\$22,523**

This covers general building maintenance and/or contractual work performed by an outside contractor. Any needed maintenance supplies or equipment for the building would also fall under this line.

Contracted Custodial Services (2062)**\$30,595**

This account covers any custodial services used within the Community Services building. This includes all offices spaces, restrooms, hallways, break rooms, class rooms, and meeting areas. The \$556 increase is solely due to the collective bargaining unit agreement with the school department.

Heat (3003)**\$10,991**

This covers the annual fuel costs for heating the Community Center.

Miscellaneous Supplies (3006)**\$2,610**

This account covers any additional cleaning supplies needed within the Community Center.

The proposed Facilities budget for the Richards Pool (622)

622	RICHARDS POOL BUILDING	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2002	POWER	57,936	57,936	57,936	57,936	57,936	57,936	57,936	\$ -	0.0%
2003	WATER & SEWER	3,298	3,298	3,514	3,514	3,514	3,514	3,690	\$ 176	5.0%
2035	BUILDING MAINTENANCE	53,450	30,692	47,950	24,319	47,950	40,000	47,950	\$ -	0.0%
2062	CONTRACTED CUSTODIAL SERVICES	51,122	51,122	53,678	61,537	54,690	54,690	56,194	\$ 1,504	2.8%
3003	HEAT	44,400	36,469	47,667	45,337	47,667	47,000	47,667	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	12,400	7,272	12,400	13,673	12,400	13,600	14,000	\$ 1,600	12.9%
4001	CAPITAL PROJECTS	50,000	64,427						\$ -	0.0%
622	RICHARDS POOL BUILDING	272,606	251,216	223,145	206,316	224,157	216,740	227,437	\$ 3,280	1.5%

Power (2002)**\$57,936**

This covers any electrical usage consumed by the Richards Pool that is invoiced from Central Maine Power Company.

Water and Sewer (2003)**\$3,690**

This account is used to cover the cost of both water and sewer usage at the Richards Pool, that is invoiced from Portland Water District.

Building Maintenance (2035) \$47,950

This covers general building maintenance and/or contractual work performed by an outside contractor. Any needed maintenance supplies or equipment for the building would also fall under this line.

Contracted Custodial Services (2062) \$56,194

This account covers any custodial services used within the Richards Pool building. This includes all offices spaces, restrooms, hallways, locker rooms, and fitness areas. The \$1,012 increase is solely due to the collective bargaining unit agreement with the school department.

Heat (3003) \$47,667

This covers the annual fuel costs for heating the Richards Pool.

Miscellaneous Supplies (3006) \$14,000

This account covers any additional cleaning supplies needed within the Richards Pool.

The proposed Facilities budget for the Police Station (630)

630	POLICE STATION	BUDGET	ACTUAL	ACTUAL	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2002	POWER	22,978	6,472	22,978	12,751	12,000	12,500	13,500	\$ 1,500	6.5%
2003	WATER & SEWER	4,378	3,845	5,875	3,229	5,875	4,500	5,875	\$ -	0.0%
2062	CONTRACTED CUSTODIAL SERVICES	27,364	27,364	28,732	28,732	29,285	29,285	30,090	\$ 805	2.8%
3003	HEAT	6,930	7,649	7,456	8,468	7,456	8,000	8,500	\$ 1,044	14.0%
630	POLICE STATION	61,650	45,330	65,041	53,180	54,616	54,285	57,965	\$ 3,349	5.1%

Power (2002) \$13,500

This covers any electrical usage consumed by the Police Station that is invoiced from Central Maine Power Company.

Water and Sewer (2003) \$5,875

This account is used to cover the cost of both water and sewer usage at the Police Station, that is invoiced from Portland Water District.

Contracted Custodial Services (2062) \$30,090

This account covers any custodial services used within the Police Station. This includes all offices spaces, restrooms, hallways, break rooms and meeting areas. The \$553 increase is solely due to the collective bargaining unit agreement with the school department.

Heat (3003)**\$8,500**

This covers the annual fuel costs for heating the Police Station.

The proposed Facilities budget for Cape Cottage Fire Station (631)

631	CAPE COTTAGE FIRE STATION	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2002	POWER	2,500	1,294	2,500	1,341	2,500	1,500	2,500	\$ -	0.0%
2003	WATER & SEWER	979	1,154	979	766	979	800	979	\$ -	0.0%
3003	HEAT	2,970	2,020	3,256	3,081	3,256	3,000	3,256	\$ -	0.0%
631	ENGINE ONE	6,449	4,468	6,735	5,188	6,735	5,300	6,735	\$ -	0.0%

Power (2002)**\$2,500**

This covers any electrical usage consumed by the Cape Cottage Fire Station that is invoiced from Central Maine Power Company.

Water and Sewer (2003)**\$979**

This account is used to cover the cost of both water and sewer usage at the Cape Cottage Fire Station, that is invoiced from Portland Water District.

Heat (3003)**\$3,256**

This covers the annual fuel costs for heating the Cape Cottage Fire Station.



343 Ocean House Road Cape Elizabeth, ME 04107 207-799-2868 Fax 207-799-1841

To: Matt Sturgis, Town Manager
From: Kathy Raftice, Cape Elizabeth Community Services and Fort Williams Park Director
Re: Budget Proposal FY 2020

Matt,

Attached is the Budget Proposal for FY 2020. I will outline below some of the supporting reasons behind my submission.

Community Services

General Fund Revenue

Adult Programs has run consistent with what was budgeted and have therefore left the FY 20 budgeted revenues flat. Jane and Linda have been offering a mixture of new and different programs available to both our adult and senior populations. Both have also offered a few free programs to try something out before taking a long class. These have been well received.

Youth Programs has performed strongly in FY 19 with a substantial expected increase in revenue. This is a result of new offerings and tried and true programs. As a result Contracted Services has also increased. Cape Elizabeth will not be handling the Travel Basketball League in FY 20 and that is reflected in the reduced revenue.

Cape Care also continues to perform very strongly. Registrations for next year for our preschool/before and after-school programs has begun and one of the preschool classrooms is already full. We had not increased our charges in 2 years so we have minimally increased for FY 20.

The Pool & Fitness center fees will be increased by 2% beginning 7/1/20.

Department Line Item Budget

0633



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As you can see the payroll budget is up by 8.9%. This is not due to any individual increase of more than the expected 2% but more a reflection of the transition from Cory Sturtevant to Peter Mullen, a mid-year increase for Linda Strunk and increased hours for both Linda & Jane. I did not add an increase for Kerry's position as will hire the new Fort Williams Coordinator at the starting salary.

0634

You will see an increase in the Contractual Services for the Fitness Center. This is to cover the cost of the new cable boxes and increased cable television options.

0635

The Estimated FY 19 for Part Time Payroll is up significantly. This is a result of the two different issues. The first being the increase in minimum wage from \$10.00 per hour to \$11.00 per hour on January 1, 2019. The second issue involves summer camp. As you will see the Actual 2018 the Part Time Payroll was up as well. I have determined that in the past, before me, the summer pool help associated with summer camp is paid under the Pool however then some of their hours are allocated to Youth (637). I am not sure I can still move those monies for FY 19, if I can I will but will let you know. For now I have left them in 635. I have allowed for the additional increase from \$11.00 to \$12.00 per hour in January 2020.

0636

There has been a continuous decrease in the Part Time payroll under the Adult programs. This is due to an increase in our Contractual Services category.

0637

The Part Time payroll increase for FY 20 is a result of the expected pool hours moved as noted above and the increase of the minimum wage from \$11.00 to \$12.00 per hour in January 2020.

0638

The Estimated FY 19 Part Time Payroll and Budgeted FY 20 Part Time Payroll are a reflection of some teacher salary adjustments and the increase in the minimum wage to our high school students who cover our afterschool program.

Fort Williams Park

Revenues

Officer's Row Rentals Budget for FY 20 is low. Update will be coming as Facilities did find an error and they are correcting.

FW Concessions Estimated FY 19 and Budgeted FY 20 does have all concession sites now rented.

Bus/Trolley Revenues Budget takes into account the recent Town Council decision to go with \$100 per bus visit.

Expenditures

Listed below are projects that the Fort Williams Park Committee has recommended for consideration in the FY 2020 Fort Williams Park Capital Fund Budget.

Misc. Projects TBD by the FWPC \$20,000

This appropriation request is both a contingency and an account for minor projects that are not specifically funded. There were over 80 small improvement projects that were proposed in the 2011 update of the Master Plan. The committee has requested in the past that they be given the opportunity to fund some of those out of this account, since many are minor enhancements of the Park's infrastructure and/or safety related. In addition, this account may also provide funding for opportunities that are not known at the time of the budget submittal.

Cliff Walk Safety & Fencing Improvements \$105,000

There is 125' of wire fabric fencing remaining on the South end of the Cliff Walk. This should be replaced in FY 2020 or added to the scope of the earth berme removal project, if that moves forward. To replace the existing section is \$25,000

There us another area beyond the berme that includes a scenic viewing area encompassed by a wooden rail fence with a wire mesh fabric attached to it. The fence is starting to show its age. There is a significant drop-off beyond that should also have a railing. This would require 210' of cable railing at an estimated cost of \$37,800



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There is an additional section on the northerly end of the Cliff Walk that should have a railing. This would continue the safety-related program the FWPC has approved over the last several years. This section would require approximately 330' of cable railing at an estimated cost of \$65,000.

Master Plan Update \$65,000

The Master Plan was last updated in 2011 and a review and update are proposed. This would be a year-long process. A consultant would be needed to assist the Committee with the endeavor. There are many steps involved in the development through RFP's, Zoning Documents etc., including engagement with the Park's various stakeholders.

Invasive Plant Control Management \$7500

The control of invasive plants has been a challenge given their pervasive nature throughout the Park. The Fort Williams Park Foundation (FWPF) has made strides in controlling them on their pod sites, but a more comprehensive program is needed. Funds are proposed to work in conjunction with the FWPF to fund herbicide treatments for invasive plant treatments this fall and next spring in the Battery Blair Landscape. Attached is the Estimate & Agreement sent by Vegetation Control Services last May. Please note the second section and these amounts:

- Fall 2019 Application - \$2,650
- Spring 2020 Application - \$2,150

While VCS is back in the park this fall, it would be great if they could also treat the various patches of Japanese knotweed and poison ivy growing in various areas of the park. I just left a voice message with Andy Powers asking if he could provide a ballpark amount by this Thursday so that you could factor that into your decision making. Hopefully no more than another \$1,000 would cover these additional areas but I really don't know. For knotweed, I am thinking of the expanding colony within Captain Strout Circle, the large open patch along the Parade Ground parking lot, and a patch at the southeastern edge of the Chapel Road Preserve. For poison ivy, I'm thinking of a large patch growing east of the Cliffside site along the Cliff Walk, another patch growing at the southeast corner of the park (in our future Crossroads site), and the stretch growing along the low stone retaining wall along the sidewalk between Ship Cove and the north entrance to the Cliff Walk. There is also a small patch growing above the ledge outcrop at the northwest corner of the skating pond.

Basketball Court Renovation to Pickleball Court \$30,000



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Bids to fully reconstruct the court were opened and rejected last year because they came in well above the original estimate. Since that time the Director of Public Works and the Town Engineer have looked at alternative approaches to rehabilitating the court's paved surface. They are recommending "milling", or removing a layer of the pavement. Though not as permanent a solution as a full reconstruction of the court, it would be more cost effective and eliminate the need to disturb the layer of ash that was identified when borings were done to determine the composition of the sub-base material. The exposed surface would be re-paved and the surface area could accommodate two pickle-ball courts. The cost to coat the new surface in "blue" and paint out the courts is included in the project budget.

Stonewall Reconstruction – Northerly Side of Tennis/Basketball Court \$55,000

This wall extends east/west and abuts the Picnic Shelter Field. Approximately 160' of it is leaning, with the remaining portion in a fairly straight vertical alignment. I would suggest completely rebuilding the section that is leaning with the existing materials, but I would replace the base material. The wall is 160' (L) x 1.5' (W) x 4.0' (H).

Town General Fund

This is an annual transfer to the general fund to cover administrative time spent on managing Park-related projects by the Park Director, Director of Public Works and other town staff not accounted for in the operations budget (645). This amount equals 3% of the total budget and applies to all Special Fund budgets.

Respectfully submitted,

Kathy Raftice, Director

Cape Elizabeth Community Services & Ft. Williams Park

**Fiscal Year 2020
Proposed Budget**

622	RICHARDS POOL BUILDING	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2002	POWER	\$ 57,936	\$ 57,936	\$ 57,936	\$ 57,936	\$ 57,936	\$ 57,936	\$ 57,936	\$ -	0.0%
2003	WATER & SEWER	\$ 3,298	\$ 3,298	\$ 3,514	\$ 3,514	\$ 3,514	\$ 3,514	\$ 3,690	\$ 176	5.0%
2035	BUILDING MAINTENANCE	\$ 53,450	\$ 30,692	\$ 47,950	\$ 22,615	\$ 47,950	\$ 40,000	\$ 47,950	\$ -	0.0%
2062	CONTRACTED CUSTODIAL SERVICES	\$ 51,122	\$ 51,122	\$ 53,678	\$ 53,678	\$ 54,690	\$ 54,690	\$ 56,194	\$ 1,504	2.8%
3003	HEAT	\$ 44,400	\$ 36,469	\$ 47,667	\$ 28,344	\$ 47,667	\$ 47,000	\$ 47,667	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 12,400	\$ 7,272	\$ 12,400	\$ 12,400	\$ 12,400	\$ 13,600	\$ 14,000	\$ 1,600	12.9%
4001	CAPITAL PROJECTS	\$ 50,000	\$ 64,427						\$ -	0.0%
622	RICHARDS POOL BUILDING	\$ 272,606	\$ 251,216	\$ 223,145	\$ 178,487	\$ 224,157	\$ 216,740	\$ 227,437	\$ 3,280	1.5%

**Fiscal Year 2020
Proposed Budget**

633 COMMUNITY SERVICES ADMINISTRATION		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 241,011	\$ 227,275	\$ 246,054	\$ 220,897	\$ 237,502	\$ 229,463	\$ 259,438	\$ 21,936	9.2%
1002	PART TIME PAYROLL								\$ -	#DIV/0!
1020	SOCIAL SECURITY	\$ 18,437	\$ 15,931	\$ 18,823	\$ 16,883	\$ 18,169	\$ 17,554	\$ 19,847	\$ 1,678	9.2%
	SUBTOTAL PERSONNEL	\$ 259,448	\$ 243,206	\$ 264,877	\$ 237,580	\$ 255,671	\$ 247,017	\$ 279,285	\$ 23,614	9.2%
2001	TELEPHONE	\$ 5,000	\$ 5,617	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,100	\$ 5,400	\$ (100)	-1.8%
2004	PRINTING AND ADVERTISING	\$ 3,500	\$ 2,821	\$ 3,500	\$ 3,000	\$ 4,642	\$ 4,500	\$ 4,500	\$ (142)	-3.1%
2005	POSTAGE	\$ 600	\$ 1,033	\$ 700	\$ 700	\$ 700	\$ 711	\$ 700	\$ -	0.0%
2006	TRAVEL	\$ 500	\$ 323	\$ 500	\$ 200	\$ 500	\$ 300	\$ 300	\$ (200)	-40.0%
2007	DUES AND MEMBERSHIPS	\$ 2,500	\$ 340	\$ 500	\$ 150	\$ 400	\$ 400	\$ 400	\$ -	0.0%
2009	CONFERENCES AND MEETINGS	\$ 500	\$ 2,326	\$ 2,800	\$ 1,800	\$ 2,000	\$ 2,130	\$ 2,200	\$ 200	10.0%
2062	CONTINGENCY	\$ 1,000	\$ 14,473	\$ 1,000	\$ 290	\$ 1,000	\$ -	\$ 1,000	\$ -	0.0%
3001	OFFICE SUPPLIES	\$ 1,500	\$ 578	\$ 1,500	\$ 1,500	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
3400	REFUNDS				\$ (253)				\$ -	
4001	OFFICE EQUIPMENT	\$ 2,500	\$ 1,547	\$ 2,500	\$ 2,500	\$ 1,950	\$ 1,950	\$ 1,400	\$ (550)	-28.2%
633	COMMUNITY SERVICES ADMINISTRATION	\$ 277,048	\$ 272,264	\$ 283,377	\$ 252,967	\$ 274,363	\$ 264,108	\$ 297,185	\$ 22,822	8.3%
634 FITNESS CENTER		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 28,860	\$ 29,133	\$ 29,440	\$ 29,440	\$ 30,029	\$ 29,973	\$ 30,629	\$ 600	2.0%
1020	SOCIAL SECURITY	\$ 2,208	\$ 2,149	\$ 2,252	\$ 2,252	\$ 2,297	\$ 2,293	\$ 2,343	\$ 46	2.0%
	SUBTOTAL PERSONNEL	\$ 31,068	\$ 31,282	\$ 31,692	\$ 31,692	\$ 32,326	\$ 32,266	\$ 32,972	\$ 646	2.0%
2001	TELEPHONE	\$ 450	\$ -	\$ 100	\$ 100	\$ 100	\$ -	\$ 100	\$ -	0.0%
2062	CONTRACTUAL SERVICES	\$ 15,000	\$ 18,662	\$ 15,000	\$ 18,200	\$ 18,662	\$ 19,306	\$ 20,500	\$ 1,838	9.8%
3006	MISCELLANEOUS SUPPLIES	\$ 225	\$ -	\$ 225	\$ 2,822	\$ 800	\$ 761	\$ 800	\$ -	0.0%
4001	OUTLAY	\$ 10,000	\$ 24,423	\$ 10,000	\$ 8,500	\$ 10,000	\$ 4,111	\$ 10,000	\$ -	0.0%
634	FITNESS CENTER	\$ 56,743	\$ 74,367	\$ 57,017	\$ 61,314	\$ 61,888	\$ 56,444	\$ 64,372	\$ 2,484	4.0%
635 RICHARDS POOL PROGRAMS		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 115,779	\$ 117,596	\$ 118,092	\$ 118,092	\$ 120,458	\$ 118,807	\$ 122,867	\$ 2,409	2.0%
1002	PART TIME PAYROLL	\$ 63,500	\$ 65,255	\$ 65,500	\$ 66,500	\$ 66,810	\$ 88,345	\$ 69,446	\$ 2,636	3.9%
1020	SOCIAL SECURITY	\$ 13,715	\$ 13,257	\$ 14,045	\$ 14,045	\$ 14,326	\$ 15,874	\$ 14,712	\$ 386	2.7%
		\$ 192,994	\$ 196,108	\$ 197,637	\$ 198,637	\$ 201,594	\$ 223,026	\$ 207,025	\$ 5,431	2.7%
2001	TELEPHONE	\$ 1,200	\$ -	\$ 250	\$ 250	\$ 250	\$ -	\$ 100	\$ (150)	-60.0%
2004	PRINTING AND ADVERTISING	\$ 500	\$ -	\$ 250	\$ 250	\$ 250	\$ 100	\$ 250	\$ -	0.0%
2005	POSTAGE	\$ 50	\$ -	\$ 200	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	0.0%
2006	TRAVEL	\$ 100	\$ -	\$ 100	\$ 100	\$ 100	\$ 50	\$ 100	\$ -	0.0%
2007	DUES AND MEMBERSHIPS	\$ 500	\$ -	\$ 500	\$ 250	\$ 500	\$ 100	\$ 150	\$ (350)	-70.0%
2008	TRAINING	\$ 500	\$ 315	\$ 500	\$ 500	\$ 500	\$ 200	\$ 300	\$ (200)	-40.0%
2009	CONFERENCES AND MEETINGS	\$ 500	\$ -	\$ 500	\$ 250	\$ 2,500	\$ 1,500	\$ 1,500	\$ (1,000)	-40.0%
2010	PROFESSIONAL SERVICES	\$ 6,000	\$ 15,402	\$ 12,000	\$ 12,000	\$ 15,000	\$ 13,244	\$ 14,000	\$ (1,000)	-6.7%
2034	OFFICE EQUIPMENT	\$ 500	\$ -	\$ 500	\$ 250	\$ 250	\$ 250	\$ 250	\$ -	0.0%
2062	CONTINGENCY	\$ 4,000	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	\$ -	0.0%
3001	OFFICE SUPPLIES	\$ 400	\$ 480	\$ 400	\$ 1,926	\$ 480	\$ 445	\$ 450	\$ (30)	-6.3%
3006	MISCELLANEOUS SUPPLIES	\$ 3,200	\$ 3,241	\$ 3,200	\$ 300	\$ 3,200	\$ 2,305	\$ 3,000	\$ (200)	-6.3%
4001	OUTLAY	\$ 10,000	\$ 10,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	0.0%
		\$ 220,444	\$ 225,546	\$ 223,037	\$ 221,813	\$ 231,724	\$ 241,320	\$ 234,225	\$ 2,501	1.1%

**Fiscal Year 2020
Proposed Budget**

636 COMMUNITY SVCS ADULT PROGRAMS		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 22,000	\$ 17,399	\$ 23,000	\$ 23,000	\$ 27,050	\$ 9,854	\$ 12,000	\$ (15,050)	-55.6%
1020	SOCIAL SECURITY	\$ 1,683	\$ 1,251	\$ 1,760	\$ 1,760	\$ 2,069	\$ 754	\$ 918	\$ (1,151)	-55.6%
		\$ 23,683	\$ 18,650	\$ 24,760	\$ 24,760	\$ 29,119	\$ 10,608	\$ 12,918	\$ (16,201)	-55.6%
2004	PRINTING AND ADVERTISING	\$ 2,500	\$ 2,715	\$ 3,000	\$ 3,000	\$ 3,015	\$ 3,000	\$ 3,000	\$ (15)	-0.5%
2005	POSTAGE	\$ 700	\$ 784	\$ 700	\$ 300	\$ 700	\$ 700	\$ 700	\$ -	0.0%
2006	TRAVEL	\$ 100	\$ 1,302	\$ 100	\$ 135	\$ 180	\$ 180	\$ 180	\$ -	0.0%
2007	DUES AND MEMBERSHIPS	\$ 100	\$ -	\$ 100	\$ 100	\$ 100	\$ 50	\$ 50	\$ (50)	-50.0%
2008	TRAINING	\$ 500	\$ -	\$ 800	\$ 350	\$ 500	\$ 400	\$ 400	\$ (100)	-20.0%
2032	VEHICLE MAINTENANCE		\$ -	\$ 3,500	\$ 3,500	\$ 3,500	\$ 2,572	\$ 3,500	\$ -	0.0%
2062	CONTRACTUAL SERVICES	\$ 75,500	\$ 70,859	\$ 75,500	\$ 73,000	\$ 75,000	\$ 74,858	\$ 84,000	\$ 9,000	12.0%
2082	TRIPS AND OUTINGS	\$ 10,000	\$ -	\$ 5,000	\$ -	\$ -		\$ -	\$ -	#DIV/0!
3001	SUPPLIES	\$ 2,300	\$ 1,036	\$ 2,800	\$ 3,600	\$ 2,500	\$ 1,569	\$ 2,500	\$ -	0.0%
3002	GASOLINE			\$ 2,500	\$ 2,500	\$ 2,500	\$ 500	\$ 2,500	\$ -	0.0%
4001	OUTLAY	\$ 2,500	\$ 1,880	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	\$ 2,500	\$ -	0.0%
		\$ 117,883	\$ 97,226	\$ 121,260	\$ 113,745	\$ 119,614	\$ 94,437	\$ 112,248	\$ (7,366)	-6.2%
637 COMMUNITY SVCS. YOUTH PROGRAMS		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 110,000	\$ 105,148	\$ 110,000	\$ 155,397	\$ 112,200	\$ 117,633	\$ 138,000	\$ 25,800	23.0%
1020	SOCIAL SECURITY	\$ 8,415	\$ 8,025	\$ 8,415	\$ 11,884	\$ 8,583	\$ 8,999	\$ 10,557	\$ 1,974	23.0%
		\$ 118,415	\$ 113,173	\$ 118,415	\$ 167,281	\$ 120,783	\$ 126,632	\$ 148,557	\$ 27,774	23.0%
2004	PRINTING AND ADVERTISING	\$ 3,500	\$ 2,445	\$ 4,000	\$ 4,000	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.0%
2005	POSTAGE	\$ 800	\$ 890	\$ 1,500	\$ 710	\$ 750	\$ 750	\$ 750	\$ -	0.0%
2006	TRAVEL	\$ 20,500	\$ 18,387	\$ 26,500	\$ 26,500	\$ 22,000	\$ 18,500	\$ 19,000	\$ (3,000)	-13.6%
2008	TRAINING	\$ 1,500	\$ 685	\$ 2,100	\$ 750	\$ 750	\$ 700	\$ 750	\$ -	0.0%
2062	CONTRACTUAL SERVICES	\$ 212,000	\$ 240,848	\$ 212,000	\$ 221,634	\$ 233,016	\$ 283,000	\$ 283,000	\$ 49,984	21.5%
2082	TRIPS AND OUTINGS	\$ 5,000	\$ -	\$ 4,000	\$ -	\$ -		\$ -	\$ -	#DIV/0!
3001	SUPPLIES	\$ 35,000	\$ 43,333	\$ 36,000	\$ 36,000	\$ 35,000	\$ 30,000	\$ 35,000	\$ -	0.0%
3081	OUTSIDE ACTIVITIES	\$ 5,000	\$ 7,024	\$ 6,000	\$ 4,000	\$ 4,000	\$ -	\$ 1,500	\$ (2,500)	-62.5%
637		\$ 401,715	\$ 426,785	\$ 410,515	\$ 460,875	\$ 419,799	\$ 463,082	\$ 492,057	\$ 72,258	17.2%
638 CAPE CARE		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	112,288	119,829	112,900	112,900	115,158	127,701	130,000	\$ 14,842	12.9%
1020	SOCIAL SECURITY	8,590	8,254	8,637	8,637	8,809	9,769	9,945	\$ 1,136	12.9%
		120,878	128,083	121,537	121,537	123,967	137,470	139,945	\$ 15,978	12.9%
2005	POSTAGE	300	98	320	100	100	-	100	\$ -	0.0%
2006	TRAVEL	800	-	1,000	500	500	100	100	\$ (400)	-80.0%
2008	TRAINING	1,500	927	1,500	1,000	1,000	330	1,000	\$ -	0.0%
3001	SUPPLIES	88,000	72,126	14,072	14,072	12,900	9,875	10,000	\$ (2,900)	-22.5%
		211,478	201,234	138,429	137,209	138,467	147,775	151,145	\$ 12,678	9.2%

PARKS & TOWN LANDS (640)

640	PARKS and TOWN LANDS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 24,475	\$ 24,176	\$ 25,090	\$ 25,090	\$ 26,356	\$ 26,350	\$ 33,785	\$ 7,429	28.2%
1002	PART TIME PAYROLL	\$ 8,355	\$ 7,735	\$ 8,520	\$ 8,500	\$ 8,691	\$ 6,000	\$ 7,280	\$ (1,411)	-16.2%
1020	SOCIAL SECURITY	\$ 2,511	\$ 2,376	\$ 2,571	\$ 2,570	\$ 2,681	\$ 2,475	\$ 3,141	\$ 460	17.2%
	SUBTOTAL PERSONNEL	\$ 35,341	\$ 34,287	\$ 36,181	\$ 36,160	\$ 37,728	\$ 34,825	\$ 44,206	\$ 6,478	17.2%
2002	POWER	\$ 1,200	\$ 1,207	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,100	\$ 1,200	\$ -	0.0%
2003	WATER	\$ 3,600	\$ 4,650	\$ 4,000	\$ 4,000	\$ 4,200	\$ 4,200	\$ 4,385	\$ 185	4.4%
2010	PROFESSIONAL SERVICES	\$ 30,880	\$ 25,620	\$ 31,580	\$ 30,000	\$ 29,920	\$ 31,000	\$ 34,610	\$ 4,690	15.7%
2022	UNIFORMS	\$ 560	\$ 560	\$ 575	\$ 575	\$ 575	\$ 575	\$ 575	\$ -	0.0%
2032	EQUIPMENT MAINTENANCE	\$ 1,700	\$ 1,601	\$ 1,700	\$ 2,000	\$ 2,000	\$ 2,400	\$ 2,500	\$ 500	25.0%
2037	COMMUNITY PLAYGROUND MAINTENANCE	\$ 5,000	\$ 1,305	\$ 5,000	\$ 3,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
3002	GASOLINE	\$ 1,000	\$ 1,000	\$ 1,120	\$ 1,120	\$ 1,200	\$ 1,200	\$ 1,140	\$ (60)	-5.0%
3038	IRRIGATION MAINT. AND SUPPLIES	\$ 350	\$ 307	\$ 450	\$ 550	\$ 600	\$ 600	\$ 700	\$ 100	16.7%
3039	GROUNDS MATERIAL	\$ 9,100	\$ 4,061	\$ 7,000	\$ 7,000	\$ 6,400	\$ 6,400	\$ 6,825	\$ 425	6.6%
3040	DIESEL FUEL	\$ 600	\$ 600	\$ 700	\$ 700	\$ 780	\$ 780	\$ 780	\$ -	0.0%
4006	LIONS' FIELD IMPROVEMENTS	\$ 500	\$ 357	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ -	0.0%
4114	GREENBELT TRAILS MAINT- ENCROACHMENT	\$ 25,000	\$ 2,595	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ -	0.0%
4007	SUBTOTAL	\$ 79,490	\$ 43,863	\$ 72,825	\$ 69,645	\$ 71,375	\$ 72,755	\$ 77,215	\$ 5,840	8.2%
640	PARKS	\$ 114,831	\$ 78,150	\$ 109,006	\$ 105,805	\$ 109,103	\$ 107,580	\$ 121,421	\$ 12,318	11.3%

**ACCOUNT SUMMARY
PERSONNEL & SALARY INFORMATION**

Note: The pay amounts (which now include allowances) shown for FY 2020 were approved in the current collective bargaining agreement (CBA) with the Teamsters Local #340. Allowances are hourly cash incentives paid for certifications, Class A licenses, and Commercial License Endorsements listed in the CBA. These were previously budgeted in account 310-2008. That account has been decreased to reflect the transfer to each respective full-time payroll account. It is proposed to increase the pay amounts for the part-time grounds maintenance workers from \$13.58/hr. to \$14.00. With an extremely tight labor market we need to raise our wage rates in an effort to attract potential candidates.

Full-Time Positions	Base Salary/Wk.	Allowances/Wk.	# of Weeks	Total for 2020
Parks Working Foreman	\$1,032.95	\$14.88	6 wks.	\$6,290
Parks Equipment Operator	\$949.60	\$1.92	10 wks.	\$9,515
Parks Equipment Operator	\$932.46	\$1.28	12 wks.	\$11,205
Highway/Parks Equip. Operat.*	\$846.74	\$0.00	8 wks.	\$6,775

Part-Time Position

Part-Time Maintenance Worker (40 hrs. @ \$14.00hr. @ 13 wks.) \$7,280

Full-Time Payroll (1001) \$33,785

The Parks Foreman is charged off for 6 weeks. One Parks Equipment Operator is charged off for 10 weeks. The other is charged off for 12 weeks. This accounts for parks-related duties, such as mowing and trimming at the Gull Crest, Plaisted Park, Lion's Field, and other municipal properties. The Highway/Parks Equipment Operator position is proposed to be funded for 8 weeks out of this account.

Part-Time Payroll (1002) \$7,280

Thirteen weeks of the part-time Grounds Maintenance Workers program are funded from this account. With the proposed addition of another full-time position, the number of grounds maintenance workers can be reduced. It's been a challenge to fill these positions and one has been vacant for over two years. These are seasonal positions that run from the May 15th to September 1st.

Water (2003)**\$4,385**

The Lion's Field Recreation Area is serviced by a 2" water line from Ocean House Road. It serves both the skating pond and the Little League Concession building. Plaisted Park is also serviced by a 1" water service, which services the concession stand and the infield area. The water used at the Community Garden and the water used to irrigate the Gull Crest fields is also funded in this account. Since we have been experiencing summers with less precipitation, we have had to irrigate the athletic fields more often. This account is being increased to reflect a potential water rate increase of 4.4%.

Professional Services (2010)**\$34,610**Athletic Fields & Little League Fields

This account covers contracted work on all athletic fields located outside the school campus and the Little League fields. It also covers the cost of renting two portable toilets for the Gull Crest area for use by sports teams, community gardeners and dog-walkers (\$2,085). In addition, it covers the services of private contractors (tree, electrical and plumbing) that might be needed on any non-school fields and public lands.

It is proposed to continue our organic nutrient program for FY 2020 on the two athletic fields at Gullcrest, the Fort Williams Park Multi-Purpose Field and the lawn area at the Portland Head Light. As stated in previous budget messages, a transition to an organic program is not as simple as using an organic product in place of a synthetic one. An organic program requires more cultural practices, such as aerating, topdressing and grooming of the infields. Aerating a field reduces compaction and stimulates root enhancement, but at the same time it is quite time consuming and must be done 3-4 times per year to be effective. The cost to maintain an organic turf management program is considerably higher than a conventional program. For example, it costs approximately \$300/acre to purchase (and apply) an organic-based fertilizer versus \$70/acre using a conventional synthetic product. The cost to continue the program is higher than last year, but this now includes seeding and aeration which was not included in the FY 2019 appropriation.

July/August/October - 2019 - Apply weed control to infields and practice areas. Apply organic fertilizer to attain appropriate nitrogen levels. and weed control (if needed). Over-seed high wear areas (where needed). Monitor fields for "Grub" activity. Slice seed fields at the end of the playing season.

October/November - 2019 - The base-paths are redefined, worn areas are re-sodded, and infield material is replenished where needed on our 5 Little League fields. Rebuild pitcher's mounds, home plates; remove lips around perimeter, prep and sod as needed to bring back to original dimensions, on both Lion's Fields and Plaisted Park.

April/May/June - 2020 - Pre-season prep infields (dirt sections only) and integrate drying agent (Turface). The two Gull Crest athletic fields and the FWP Multi-Purpose field are aerated, top-dressed with loam and slice-seeded at the end of the playing season.

Greenbelt Trail Maintenance

We continue to outsource the routine maintenance of our Greenbelt Trail system. The contractor who performs our work does an excellent job for the Town. He is quite knowledgeable of the needs and care that the trails require. The services needed include a Spring inspection of all trails, the mowing and trimming of the trail corridors, cutting back brush/invasives and removing any fallen trees or branches blocking the trails.

Account Breakdown: Contracted Little League field infield renovation (\$8,020), Contracted organic treatment program (\$13,990), Contracted Greenbelt Trail Maintenance (\$9,600), and Misc. contractual services (\$3,000)

Uniforms (2022) \$575

A portion of the uniform rental agreement is charged to off to this budget.

Equipment Maintenance (2032) \$2,500

This account covers the cost to replace components on our mowing and grounds maintenance equipment. Mower blades, trimmer heads and bearings get a workout on a daily basis. It is proposed to increase this account by \$500.

Community Playground Maintenance (2037) \$5,000

This account was created in FY 2011 to address the maintenance of our playground structures, most of which are over 10 years old now. The proposed appropriation will provide for 200 cubic yards of U.S. Consumer Product Safety Commission-approved bedding material. This is material that meets ADA requirements for handicap accessibility and fall protection standards on playground surfaces. Any remaining funds are programmed for component repairs and/or replacement, if needed.

Gasoline (3002) \$1,140

Unleaded fuel for FY 2020 is budgeted at \$1.96/gallon.

Irrigation System Maintenance & Supplies (3038) \$700

This account covers the replacement of irrigation heads and other components for the irrigation systems at Gull Crest and the Multi-Purpose field at Fort Williams Park. A small increase is proposed for FY 2020.

Grounds Maintenance Materials (3039) \$6,825

This account covers such items as fertilizer, lime, seed, grounds maintenance materials, and supplies for all of the athletic field's located off-campus, our Little League fields and municipal properties (Gull Crest, Town Hall, Police Station, Public Works Facility, etc. This account also covers Holiday decorations, banners in the Town Center and other misc. items.

Listed below are the materials and approximate dollar amounts requested for FY 2020:

Field Layout Supplies \$200, Grass Seed \$600, Field Lime \$1,300, Marking (Baseball) Lime \$300, Latex Marking Paint \$850, Gull Crest Dog Toilet Dispenser Bags \$1,000.00, Tennis Court Nets \$475.00, "Turface"\$700, Holiday Decorations and Misc. Items \$850.

Diesel Fuel (3040) \$780

This account covers an allotment of diesel fuel for public lands-related activities, which is budgeted at \$2.32/gallon.

Lion's Field Improvements (4006) \$500

This account covers grounds materials and minor fence repairs at the complex.

Greenbelt Trails (4114) \$19,000

This account is used for purchasing supplies and services to maintain the greenbelt trail network. The Town Planner and the Conservation Committee manage this account. The Conservation Committee Chair, on behalf of the committee, is recommending that the account again be funded at \$19,000.

The Conservation Committee just completed replacement of the Pollack Brook pedestrian bridge. This 3+ year effort, funded from this account and supplemented with a \$35,000 grant from the State Regional Trail Program (RTP), has been the main focus of the committee's greenbelt network. Multiple years of funding from this account have been aggregated to fund the bridge project and provide the cash match needed to obtain the RTP grant. Now that the bridge is done, greenbelt maintenance projects that have been backlogged need to be addressed. Projects range from extension of trail from new bridge to the boardwalk construction/repair/replacement to easement monitoring. This account will also continue to be used leverage labor and contributions for the greenbelt network.

Although not included in this account, the Conservation Committee strongly supports the 1/2 time seasonal trail maintenance contracted work.

SCHOOL GROUNDS & ATHLETIC FIELDS (641)

641	SCHOOL GROUNDS & ATHLETIC FIELDS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 36,325	\$ 34,593	\$ 37,235	\$ 37,235	\$ 39,775	\$ 39,770	\$ 47,590	\$ 7,815	19.6%
1002	PART TIME PAYROLL	\$ 11,485	\$ 10,205	\$ 11,715	\$ 11,700	\$ 11,950	\$ 10,000	\$ 11,200	\$ (750)	-6.3%
1003	OVERTIME PAYROLL	\$ 390	\$ 266	\$ 400	\$ 400	\$ 410	\$ 400	\$ 425	\$ 15	3.7%
1020	SOCIAL SECURITY	\$ 3,687	\$ 3,227	\$ 3,775	\$ 3,774	\$ 3,988	\$ 3,838	\$ 4,530	\$ 542	13.6%
	SUBTOTAL PERSONNEL	\$ 51,887	\$ 48,291	\$ 53,125	\$ 53,109	\$ 56,123	\$ 54,008	\$ 63,745	\$ 7,622	13.6%
2010	PROFESSIONAL SERVICES	\$ 34,000	\$ 11,293	\$ 35,400	\$ 33,000	\$ 33,900	\$ 33,900	\$ 35,100	\$ 1,200	3.5%
2022	UNIFORMS	\$ 560	\$ 560	\$ 575	\$ 575	\$ 575	\$ 575	\$ 575	\$ -	0.0%
2032	EQUIPMENT MAINTENANCE	\$ 3,000	\$ 3,296	\$ 3,000	\$ 3,200	\$ 3,000	\$ 3,400	\$ 3,200	\$ 200	6.7%
2038	CONTRACTED SCHOOL PLOWING	\$ 40,600	\$ 40,600	\$ 40,600	\$ 40,600	\$ 43,000	\$ 43,000	\$ 44,000	\$ 1,000	2.3%
2041	FENCING AND GATE MAINTENANCE	\$ 2,000	\$ 1,170	\$ 2,000	\$ 1,695	\$ 2,000	\$ 1,700	\$ 2,000	\$ -	0.0%
2048	ANNUAL CONTRIBUTION TO TURF FIELD REP.	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
3002	GASOLINE	\$ 2,500	\$ 2,028	\$ 2,800	\$ 2,800	\$ 3,000	\$ 3,000	\$ 2,940	\$ (60)	-2.0%
3005	MINOR EQUIPMENT	\$ 3,300	\$ 3,293	\$ 3,300	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 200	\$ 66	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ -	0.0%
3038	IRRIGATION MAINT. AND SUPPLIES	\$ 500	\$ 633	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ -	0.0%
3039	GROUNDS MATERIAL	\$ 13,000	\$ 7,650	\$ 13,750	\$ 13,700	\$ 14,850	\$ 14,850	\$ 17,425	\$ 2,575	17.3%
3040	DIESEL FUEL	\$ 1,500	\$ 1,500	\$ 1,735	\$ 1,735	\$ 1,930	\$ 1,930	\$ 1,930	\$ -	0.0%
	SUBTOTAL	\$ 111,160	\$ 82,089	\$ 113,960	\$ 109,605	\$ 114,555	\$ 114,655	\$ 119,470	\$ 4,915	4.3%
641	SCHOOL GROUNDS	\$ 163,047	\$ 130,380	\$ 167,085	\$ 162,714	\$ 170,678	\$ 168,663	\$ 183,215	\$ 12,537	7.3%

ACCOUNT SUMMARY

PERSONNEL & SALARY INFORMATION

Note: The pay amounts (which now include allowances) shown for FY 2020 were approved in the current collective bargaining agreement (CBA) with the Teamsters Local #340. Allowances are hourly cash incentives paid for certifications, Class A licenses, and Commercial License Endorsements listed in the CBA. These were previously budgeted in account 310-2008. That account has been decreased to reflect the transfer to each respective full-time payroll account. It is proposed to increase the pay amounts for the part-time grounds maintenance workers from \$13.58/hr. to \$14.00. With an extremely tight labor market we need to raise our wage rates in an effort to attract potential candidates.

Full-Time Positions	Base Salary/Wk.	Allowances/Wk.	# of Weeks	Total for FY 2020
Parks Working Foreman	\$1,032.95	\$14.88	14 wks.	\$14,670
Parks Equipment Operator	\$932.46	\$1.28	28 wks.	26,145
Highway/Parks Equip. Operat. *	\$846.74	\$0.00	8 wks.	\$6,775
Part-Time Position				
Part Time Maintenance Worker	\$14.00/hr. @ 40 hrs.		20 wks.	\$11,200

Full Time Payroll (1001)

\$47,590

Based on the amount of time spent maintaining the School Grounds and Athletic Fields, the Parks Foreman is charged off for 14 weeks. The Equipment Operator is charged off for 28 weeks. The Highway/Parks Equipment Operator position is proposed to be funded for 8 weeks out of this account.

Part Time Payroll (1002)

\$11,200

Twenty weeks of the part-time Grounds Maintenance Workers program are funded from this account.

Overtime (1003)

\$425

Weather conditions may warrant that a field may need to be mowed and/or lined on the weekend for a play-off and/or championship game. 12 hours are budgeted for these occasions.

Professional Services (2010)**\$35,100**

This account covers contracted service work on the athletic fields located on the school campus. The number (and duration) of sports programs continues to exceed our ability to adequately rest our fields for extended periods, although we continue to reap the rewards of having the synthetic surface on the Hannaford Field. Its inclusion has definitely lessened the wear on the rest of our fields. It is, however, not maintenance free and the Town sub-contracts with the vendor to perform an enhanced preventative maintenance program designed to extend the life of the field until its scheduled replacement in FY 2021. Like its “sister account” in the 640 budget, this account would also cover any services of private contractors (electrical and/or plumbing) that might be needed on the campus.

We are seeing an increased presence of Japanese Beetles, or “grubs” as they are commonly referred to on the athletic fields. We have had issues with grubs in the past and they can do a great deal of damage to an athletic field in a short time period. The beetles feed on the root structure of turf grass, which essentially kills it. This action then attracts skunks and crows, which will then feed on the grubs, doing further damage to the turf. The disturbed areas are treated with a synthetic chemical application, when the grubs are small and actively feeding near the surface of the turf. Depending on the level of infestation, a synthetic herbicide will have to be used to eradicate them to avoid permanent damage to a field. We had some “grub” damage on the Capano Softball Field and the Holman Field. These areas will need to be treated with a synthetic product to avoid further turf damage to the field.

Each year we perform a more aggressive aeration on the Middle School Baseball Field. It’s called a “deep-tine” process and costs approximately \$1,500. This field doubles as the Middle School playground, which adds to the amount of compaction on the turf portions of the field. It is proposed to perform the same treatment on the Varsity Soccer Field in July or August of 2019.

July/August - 2019 - Deep-tine aerate the Soccer/Track Field and Middle School Baseball Field. Apply organic weed control to infield and practice areas. Apply fertilizer and weed control.

October/November - 2019 - Preparation of all school campus baseball basepaths and infields for spring 2020 activities.

April/May - 2020 - Pre-season prep infields (dirt sections only) and integrate drying agent (Turface) into dirt areas. Apply Poa and/or “Grub” pesticide control, if needed.

June 2020 - All soccer fields (natural turf) aerated, top-dressed, slice seeded and goal areas re-sodded as needed.

Hannaford Turf Field - Funds (\$2,950) are also included to fund contracted maintenance on the Hannaford Field. This includes field inspections, seam and inlay repairs, deep power grooming, a magnet sweep and the addition of infill material on high traffic areas. It also funds what is called a GMAX test, which is a test to measure impact attenuation and shock absorption. From a risk injury standpoint the surface needs to be within a particular tolerance for safe play. We are trying to extend the life of the field, which is now starting to show the signs of heavy use. The Facilities Dept. will fund the remaining portion (\$2,950).

Account Summary: Annual athletic field-related contracted services (\$30,650), Hannaford Field contracted maintenance (\$2,950) and Misc. contracted services (\$1,500)

Uniforms (2022) \$575
A portion of the uniform rental agreement is charged to off to this budget.

Equipment Maintenance (2032) \$3,200
This account covers the cost to replace components on our mowing and grounds maintenance equipment. Mower blades, tires and trimmers get a workout on a daily basis.

Contracted Snow Plowing Services (2038) \$44,000
This appropriation covers the contracted plowing and sanding of all steps, walkways, entrances, and fire lanes on the school campus. It also includes the plowing of the PC/MS bus drop-off area and the walkways in the “raised islands” area. The amount proposed above is based on a bid submitted by a local contractor for the 2019/2020 winter season.

Fencing & Gate Maintenance (2041) \$2,000
This appropriation covers minor fence components and gate repairs.

Turf Field Reserve Fund (2048) \$10,000
This the annual contribution previously approved by the Town Council to be placed in a reserve to help offset the costs of the replacement of the turf field mat, which is now proposed for FY 2021.

Gasoline (3002) \$2,940
This covers an allotment of gasoline for the grounds maintenance and mowing equipment. It is budgeted at \$1.96/gal.

Minor Equipment & Misc. Supplies (3005 & 3006) \$1,500
These accounts cover replacement of hand mowers, grass trimmers, power tools and supplies used in our grounds operations.

Irrigation Maintenance & Supplies (3038) \$600

This covers replacement irrigation heads and other irrigation-related components for the systems located on the school campus.

Grounds Maintenance Materials (3039) \$17,425

Like its “sister account” in the 640 budget, this account covers such items as supplies, seed, fertilizer and related grounds maintenance materials or all of the athletic fields located on the School campus. Field marking paint for the fields is also appropriated through this account. We are responsible for marking all of the fields during the sports seasons. We paint the lines on the Hannaford turf field for field hockey and girl’s lacrosse. The paint utilized is a synthetic blend and designed specifically for use on turf surfaces. Due to the extensive use of the Hannaford Field, we will also have to touch up some of the permanent (stitched in) lines on the field with paint on occasion.

Listed below are the materials and approximate dollar amounts allocated for FY 2020:

Field Layout Supplies \$250, Grass Seed \$2,000, Granulated Fertilizer \$2,500, Field Lime \$1,000, Marking Lime \$400, Aerosol Marking Paint \$400, Turface \$2,000, Synthetic Field Marking Paint \$1,800, Latex Marking Paint \$2,500, Tennis Court Nets \$475, Japanese beetle (“Grub”) control \$3,600, and Misc. Items \$500

Diesel Fuel (3040) \$1,930

This covers an allotment of diesel fuel for the grounds maintenance and mowing equipment. It is budgeted at \$2.32/gal.

FORT WILLIAMS PARK (645)

645	FORT WILLIAMS PARK	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1001	FULL TIME PAYROLL	\$ 43,635	\$ 43,649	\$ 44,720	\$ 44,720	\$ 47,110	\$ 47,110	\$ 55,880	\$ 8,770	18.6%
1002	PART TIME PAYROLL	\$ 57,780	\$ 42,370	\$ 60,515	\$ 50,000	\$ 55,630	\$ 50,000	\$ 46,945	\$ (8,685)	-15.6%
1003	OVERTIME PAYROLL	\$ 275	\$ 139	\$ 285	\$ 300	\$ 290	\$ 225	\$ 295	\$ 5	1.7%
1020	SOCIAL SECURITY	\$ 7,779	\$ 6,023	\$ 8,072	\$ 7,269	\$ 7,882	\$ 7,446	\$ 7,889	\$ 7	0.1%
	SUBTOTAL PERSONNEL	\$ 109,469	\$ 92,181	\$ 113,592	\$ 102,289	\$ 110,912	\$ 104,781	\$ 111,009	\$ 97	0.1%
2002	POWER	\$ 4,600	\$ 5,247	\$ 5,000	\$ 5,000	\$ 5,300	\$ 5,300	\$ 5,300	\$ -	0.0%
2003	WATER	\$ 6,600	\$ 6,799	\$ 7,000	\$ 7,000	\$ 7,200	\$ 7,200	\$ 7,310	\$ 110	1.5%
2010	PROFESSIONAL SERVICES	\$ 16,500	\$ 15,630	\$ 16,500	\$ 16,000	\$ 19,500	\$ 19,500	\$ 19,500	\$ -	0.0%
2019	TREE PLANTING AND MAINTENANCE	\$ 3,500	\$ 4,480	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
2022	UNIFORMS	\$ 940	\$ 753	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	0.0%
2032	EQUIPMENT MAINTENANCE	\$ 4,500	\$ 4,797	\$ 4,600	\$ 4,800	\$ 4,700	\$ 4,700	\$ 4,700	\$ -	0.0%
2035	BUILDING MAINTENANCE	\$ 36,200	\$ 27,205	\$ 28,750	\$ 30,000	\$ 24,300	\$ 24,000	\$ 29,880	\$ 5,580	23.0%
2036	STONE WALL REPAIRS	\$ 28,000	\$ 20,775	\$ 15,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
2037	BATTERY & MANSION SECURITY	\$ 2,000	\$ -	\$ 2,000	\$ 1,500	\$ 2,000	\$ 1,000	\$ 2,000	\$ -	0.0%
2041	FENCING & GATE MAINTENANCE	\$ 6,000	\$ 5,633	\$ 6,000	\$ 3,500	\$ 6,000	\$ 5,000	\$ 6,000	\$ -	0.0%
2063	ALARM MONITORING	\$ 500	\$ 588	\$ 550	\$ 550	\$ 550	\$ 600	\$ 550	\$ -	0.0%
3002	GASOLINE	\$ 2,800	\$ 205	\$ 3,125	\$ 3,125	\$ 3,345	\$ 3,345	\$ 3,165	\$ (180)	-5.4%
3003	HEAT	\$ 5,200	\$ 7,125	\$ 11,160	\$ 11,000	\$ 13,060	\$ 13,000	\$ 13,060	\$ -	0.0%
3005	MINOR EQUIPMENT	\$ 500	\$ 372	\$ 500	\$ 500	\$ 500	\$ 500	\$ 1,100	\$ 600	120.0%
3006	MISCELLANEOUS SUPPLIES	\$ 1,100	\$ 1,078	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ 500	\$ (600)	-54.5%
3038	MAINT MATERIAL	\$ 15,000	\$ 12,792	\$ 15,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ -	0.0%
3039	GROUNDS MATERIAL	\$ 500	\$ 404	\$ 500	\$ 1,159	\$ 500	\$ 500	\$ 500	\$ -	0.0%
3040	DIESEL FUEL	\$ 1,700	\$ 500	\$ 1,965	\$ 1,965	\$ 2,185	\$ 2,185	\$ 2,185	\$ -	0.0%
4001	LOWER TENNIS COURT REHABILITATION	\$ 27,000	\$ 13,825	\$ 7,200	\$ 7,000		\$ -	\$ -	\$ -	#DIV/0!
	SUBTOTAL	\$ 163,140	\$ 128,208	\$ 137,150	\$ 129,399	\$ 125,440	\$ 123,130	\$ 130,950	\$ 5,510	4.4%
645	FORT WILLIAMS PARK	\$ 272,609	\$ 220,389	\$ 250,742	\$ 231,688	\$ 236,352	\$ 227,911	\$ 241,959	\$ 5,607	2.4%

ACCOUNT SUMMARY

PERSONNEL & SALARY INFORMATION

Note: The pay amounts (which now include allowances) shown for FY 2020 were approved in the current collective bargaining agreement (CBA) with the Teamsters Local #340. Allowances are hourly cash incentives paid for certifications, Class A licenses, and Commercial License Endorsements listed in the CBA. These were previously budgeted in account 310-2008. That account has been decreased to reflect the transfer to each respective full-time payroll account. It is proposed to increase the pay amounts for the Park Rangers from \$14.98/hr. to \$15.30/hr. and the part-time grounds maintenance workers from \$13.58/hr. to \$14.00. With an extremely tight labor market we need to raise our wage rates in an effort to attract potential candidates.

Full-Time Positions	Base Salary/Wk.	Allowances/Wk.	# of Weeks	Total for FY 2020
Parks Working Foreman	\$1032.95	\$14.99	28 wks.	\$29,340
Parks Equipment Operator	\$932.46	\$1.28	6 wks.	\$5,605
Highway Equipment Operator	\$986.20	\$25.12	14 wks.	\$14,160
Highway/Parks Equip. Operat.*	846.74	\$0.00	8 wks.	\$6,775

Part-Time Positions

Park Ranger	\$15.30/hr. @ 23 hrs.		31 wks.	\$10,910
Park Ranger	\$15.30/hr. @ 23 hrs.		31 wks.	\$10,910
Park Ranger	\$15.30/hr. @ 27 hrs.		31 wks.	\$12,805
Maintenance Workers (3)	\$14.00/hr. @ 40 hrs.		22 wks.	\$12,320

Full Time Payroll (1001) \$55,880

Portions of four full-time positions are charged to this budget for FWP-related tasks. The Highway/Parks Equipment Operator position is proposed to be funded for 8 weeks out of this account.

Part Time Payroll (1002)**\$46,945**

The Park Ranger work schedule was modified in July of 2017 to reduce their daily shifts from 11 hours/day to 5-6 hours/day. The schedule was adjusted to have two rangers on duty on Saturday and Sunday. This helps with traffic control, normal weekend duties and the closing process at the end of the day. We have four primary rangers one of which is funded by the PHL budget (870).

They all work an average of 25 hours/week and start the second week of April (weather permitting) and work until the second weekend in November. In addition to monitoring park activities, the Rangers also perform limited maintenance functions and clean the rental facilities in the Park. The Ranger program also provides assistance to the Gift Shop staff and helps with traffic management when there is a cruise ship in Portland. The payroll funds required for the fourth ranger (\$12,450) are appropriated from the PHL budget (870-1002).

A total of 22 weeks is allocated to fund a portion of three Grounds Maintenance worker positions. The work period runs from July 1st to October 31st and from May 12th to June 30th.

Funding for the “Greeter” program at Portland Head Light was transferred to the PHL budget in FY 2019 since their duties are adjunct to PHL functions.

Water (2003)**\$7,310**

This account covers water usage for the entire park; including all buildings, the PHL complex, the Multi-Purpose Field and the irrigation system on (and adjacent to) the PHL grounds. We have seen an increase in the usage, as irrigation systems have been recently installed at the “Cliffside”, “Lighthouse View” and the “Children’s Garden” Arboretum sites. It is proposed to increase the account by 4.4% to cover a rate increase by the Portland Water District.

Professional Services (2010)**\$19,500**

This account covers the rental of portable toilets in the Park. Depending on the weather, cruise ship visits and bus tours, there can often be incredible demands on the portable toilets in the park. With more buses visiting the Gift Shop and Museum, the units are heavily utilized. We budget for sixteen (16) toilets located and serviced throughout the park from July 1st to November 30th and four are rented from November 1st to April 1st. After April 1st, the numbers return to sixteen (16). The toilets located at the Portland Head Light and the Picnic Shelter is cleaned seven days a week during the busy season. Other units are located at the children’s playground, tennis courts and the Ship Cove Beach. The PHL budget assumes 100% of the cost to clean the toilets adjacent to the Portland Head Light parking lot. In January of 2018, we opened bids for portable toilet services in the park. The servicing fees listed will be in effect until June 30, 2020.

Tree Maintenance & Plantings (2019) \$10,000

This account is managed jointly with the Tree Warden and covers on-going maintenance and planting programs in the Park. Each year inspections are done of the canopies over the children's playground and along Officers Row, which is a popular area for day use. We will continue to implement our long-range planting program in the Officers Row Preserve in FY 2020. This is based on a recommendation in a report done by former Tree Warden, Michael Duddy. The report recommended adding 10 new trees each year in the Preserve for the next five years.

Uniforms (2022) \$1,200

This account covers uniform rental for the full-time Parks employees (on a pro-rata basis). It also covers uniforms and outerwear for the Park Rangers.

Equipment Maintenance (2032) \$4,700

This account covers the maintenance of all the grounds equipment utilized in the care of the Park. We are experiencing more maintenance-related expenses on the mowing in equipment, which operates non-stop during the growing season. The account is being increased slightly.

Building Maintenance (2035) \$29,880

This account covers building maintenance and contracted repairs on the Parks Maintenance Building, Heavy Equipment Building, Red Cement Storage Building and the two rental units on Officers Row. It also covers repairs on the accessory structures, like the former Fire Station and the row of garages next to the Children's Playground. The following projects are proposed for FY 2020: **Roof repairs to the 324 rental property \$1,800. Roof repairs to the Heavy Equipment Building \$3,200. Roof repairs to the Parks building \$5,800. Roof repairs to the Fort Williams Storage Building \$3,600. Painting and minor repairs to the 324 rental property \$11,980. Minor repairs to the Heavy Equipment Building from water damage \$3,500.**

Stone Step & Wall Maintenance (2036) \$10,000

This funds stone step and wall repairs inside the Park.

Battery & Goddard Mansion Security (2037) \$2,000

A small sum is budgeted annually to maintain security fencing at the remaining fortifications and at the former Goddard Mansion.

Fencing & Gate Maintenance (2041) \$6,000

This account covers minor repairs of fencing inside the park, around the tennis courts, the park perimeter and repairs to the entrance gate operating system (if needed).

Alarm Monitoring (2063) \$550

This account covers alarm (fire and entry) for the Parks Maintenance Bldg. and the "Red Cement" Bldg. It also covers fire alarm monitoring for the Heavy Equipment Bldg.

Gasoline (3002) \$3,165

Gasoline for the Park-related grounds maintenance operations and is being budgeted @ \$1.96/gal.

Heat (3003) \$13,060

This account covers heating oil and propane for both the Parks Maintenance Building. Heating oil is being budgeted @ \$1.98/gal. based on a recommendation from the Facilities Manager.

Minor Equipment & Misc. Supplies (3005 & 3006) \$1,600

Covers the replacement of trimmers, hand mowers and minor hand tools.

Supplies & Materials (3038) \$14,000

This account covers a multitude of items used in the Park, such as flags and signage. Other items appropriated out of this account include lumber for picnic table replacement/repairs, pet waste bags, tennis court nets, replacement barbecue grills and aggregate material.

Diesel Fuel (3040) \$2,185

Diesel fuel for the Park-related grounds maintenance operations and is being budgeted @ \$2.32/gal.

TREES (660)

660	TREES	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
1002	PART TIME PAYROLL	\$ 3,950	\$ 2,782	\$ 4,500	\$ 4,500	\$ 5,000	\$ 5,000	\$ 5,200	\$ 200	4.0%
1020	SOCIAL SECURITY	\$ 302	\$ 213	\$ 344	\$ 344	\$ 383	\$ 383	\$ 398	\$ 15	4.0%
	SUBTOTAL PERSONNEL	\$ 4,252	\$ 2,995	\$ 4,844	\$ 4,844	\$ 5,383	\$ 5,383	\$ 5,598	\$ 215	4.0%
2007	DUES & MEMBERSHIPS	\$ 130	\$ 130	\$ 130	\$ 130	\$ 130	\$ 135	\$ 140	\$ 10	7.7%
2010	PROFESSIONAL SERVICES	\$ 20,000	\$ 30,186	\$ 64,800	\$ 34,000	\$ 20,000	\$ 35,000	\$ 20,000	\$ -	0.0%
3006	MISCELLANEOUS SUPPLIES	\$ 50	\$ 50	\$ 50	\$ 50	\$ 100	\$ 100	\$ 100	\$ -	0.0%
	SUBTOTAL	\$ 20,180	\$ 30,366	\$ 64,980	\$ 34,180	\$ 20,230	\$ 35,235	\$ 20,240	\$ 10	0.0%
660	TREES	\$ 24,432	\$ 33,361	\$ 69,824	\$ 39,024	\$ 25,613	\$ 40,618	\$ 25,838	\$ 225	0.9%

**POSITION & SALARY
INFORMATION**

Tree Warden

Actual FY 2019
\$5,000

Budget FY 2020
\$5,200

Part Time Payroll (1002)

This covers the annual stipend for the Tree Warden. He works closely with our citizens on a variety of tree-related issues. He has initiated a tree banding program on town-owned trees to abate the infestation of winter moths. He's also assisted our staff on some tree trimming assignments in some of the newer subdivisions. Given the extra commitment and outreach to the citizens that has been required of this position, it is proposed to increase the stipend to \$5,200/year.

Dues & Memberships (2007)

\$140

This amount pays for the Town's annual membership in the International Society of Arborists.

Contracted Tree Services (2010)

\$20,000

This account covers contracted tree maintenance services, new plantings and tree banding material. It is primarily overseen by our Tree Warden, Todd Robbins. The Town has the responsibility for the trimming (and removal) of all street trees located in the public right-of-way along with those located on our public open spaces. Depending on the size of the tree, it can be expensive to remove a tree that is deemed to be diseased or unsafe. The current allocation can be expended pretty quickly by a few large trees. This account is also utilized to purchase new trees to replace those that are removed. A mature 10'-12' street tree can cost upwards of \$400, so this account can be challenged at times.

The Town continues to deal with the winter moth infestation in the community. It's starting to take its toll on many trees in the southern part of town. Mature red oak and maple trees are the primary targets of this infestation. This has necessitated the removal of several trees in FY 2019 and the problem may only get worse for our community. We also need to be prepared for the potential damage caused by the emerald ash borer which primarily affects ash trees.

It is anticipated that a substantial carry forward on June 30th of the remaining funds will be enable this account to be funded with the appropriation noted above.

Misc. Supplies (3006)

\$100

A small amount is appropriated for supplies.



**Town of Cape Elizabeth, Maine
Intergovernmental Assessments and Capital
Items (700s)
Fiscal Year 2020
July 1, 2019-June 30, 2020**

Intergovernmental Assessments (710)

710	INTERGOVERNMENTAL ASSESSMENTS and TRANSFERS	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATED FY 2019	BUDGET FY 2020	\$ CHANGE FY 19 to FY 20	% CHANGE FY 19 to FY 20
5024	GPCOG DUES & FEES	\$ 9,068	\$ 9,015	\$ 9,068	\$ 9,068	\$ 14,424	\$ 14,424	\$ 18,030	\$ 3,606	25.0%
5025	MMA DUES	\$ 12,530	\$ 12,803	\$ 12,803	\$ 13,008	\$ 13,200	\$ 13,200	\$ 13,543	\$ 343	2.6%
5026	TRANSFER TO RESCUE FUND	\$ 40,000	\$ 40,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	0.0%
710	INTERGOVERNMENTAL ASSMTS.	\$ 61,598	\$ 61,818	\$ 71,871	\$ 72,076	\$ 77,624	\$ 77,624	\$ 81,573	\$ 3,949	5.1%

The Cape Elizabeth Rescue Fund has operated at a deficit due to providing full time paramedic coverage. The payroll exceeds the income by about \$80,000. It is proposed to fill this gap by providing \$50,000 additional in this budget. In the meantime, the Rescue Fund has a fund balance to cover the interim losses.

GPCOG dues and fees have increased this year as part of a two year dues increase. This is the second half of their dues increase that began last year. The amount paid in dues is offset by savings accomplished by joint purchases, specifically with road salt.

CIP Requests FY 2020

<u>Category</u>	<u>Funding Request</u>	<u>Description</u>
Community Services		
Police	\$ 39,000	Police Cruiser Replacement and equipment installation
Police	\$ 5,000	Cost to move radio service to new tower
Police	\$ 5,600	Replacement of all bullet-proof vests
Police	\$ 14,000	Purchase of speed and message trailer
Police	\$ 5,600	Replace department tasers and associated equipment
Police	\$ 8,600	Issuance and replacement of equipment related to SWAT detail
Town Buildings	\$ 57,000	Installation of pool and spa backwash pump and associated equipment
Town Buildings	\$ 9,500	Replace existing paved sidewalks at Officer's Row with concrete walkways
Town Buildings	\$ 145,000	Installation of back-up generators
Town Buildings	\$ 75,000	Remodeling of storage space for two bedrooms for overnight staff coverage
Town Buildings	\$ 35,000	EMC Server replacement for 9 year old Town server
Town Buildings	\$ 12,000	Replacement of CETV cameras in council chamber
School Buildings		
High School	\$ 27,000	Replace curtains in High School auditorium state area
Middle School	\$ 100,000	CEMS Generator and installation
Middle School	\$ 25,000	Construct 2 offices for Asst Principal and Food service director
Middle School	\$ 55,000	Replace shingle roof on 1930/s building
Pond Cove	\$ 50,000	Pond Cove Playground improvements
Administration	\$ 200,000	Building needs assessment fees
Fire		
Town Administration	\$ 57,000	Phase one of full town wide tax valuation update
Public Works	\$ 650,000	Scott Dyer Road Improvements Phase 3
Public Works	\$ 65,000	Willow Brook Culverts, Planning and Engineering
Public Works	\$ 105,000	Hemlock Hill / Oakhurst Drain Improvements
Public Works	\$ 225,000	Front End Loader replacement
Public Works	\$ 12,500	Grounds Maintenance Equipment
Public Works	\$ 65,000	Rotary mower replacement
Paving and Drainage	\$ 300,000	Paving and drainage improvements
Sidewalks	\$ 50,000	Sidewalk Repair and Pedestrian Improvements
Equipment		
Open Space		
Fields	\$ 30,000	MS Athletic Field ADA accessibility
Other		
Town Related CIP	\$ 1,982,800	
School Related CIP	\$ 457,000	
Totals:	\$ 2,427,800	
Funding Sources		
Unassigned Fund Balance	\$ 750,000	
Fort Williams Park Capital Fund	\$ 110,000	
Rescue Fund	\$ 55,000	
Portland Head Light Fund	\$ 50,000	
Use of Carry Forwards	\$ 300,000	
Total	\$ 1,265,000	
To be raised by taxes	\$ 717,800	



**Town of Cape Elizabeth, Maine
Special Funds
Fiscal Year 2020
July 1, 2019-June 30, 2020**

Rescue Budget Account (735)

735	RESCUE FUND	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
	REVENUES									
R0620	RESCUE FEES	\$ 350,000	\$ 283,646	\$ 350,000	\$ 240,000	\$ 250,000	\$ 260,000	\$ 275,000	\$ 25,000	10.0%
	CONTRIBUTION FROM GENERAL FUND	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	0.0%
	TOTAL RESCUE FUND REVENUES	\$ 390,000	\$ 323,646	\$ 390,000	\$ 280,000	\$ 300,000	\$ 310,000	\$ 325,000	\$ 25,000	8.3%
	EXPENDITURES									
1002	PART TIME PAYROLL	\$ 252,017	\$ 265,621	\$ 300,217	\$ 315,090	\$ 365,000	\$ 358,000	\$ 395,000	\$ 30,000	8.2%
1020	SOCIAL SECURITY	\$ 13,722	\$ 19,993	\$ 13,722	\$ 24,914	\$ 15,000	\$ 26,000	\$ 30,217	\$ 15,217	101.4%
	PERSONNEL SUBTOTAL	\$ 265,739	\$ 285,614	\$ 313,939	\$ 340,004	\$ 380,000	\$ 384,000	\$ 425,217	\$ 45,217	11.9%
										0.0%
2000	CELLULAR	\$ 650	\$ 312	\$ 700	\$ 360	\$ 1,500	\$ 2,000	\$ 2,000	\$ 500	33.3%
2007	DUES AND MEMBERSHIPS	\$ 2,700	\$ 1,923	\$ 2,700	\$ 2,000	\$ 2,700	\$ 2,400	\$ 2,700	\$ -	0.0%
2008	TRAINING	\$ 10,000	\$ 7,690	\$ 12,000	\$ 10,400	\$ 12,000	\$ 11,000	\$ 15,000	\$ 3,000	25.0%
2010	PROFESSIONAL SERVICES	\$ 25,000	\$ 22,588	\$ 28,000	\$ 25,000	\$ 28,000	\$ 26,000	\$ 28,000	\$ -	0.0%
2032	VEHICLE MAINTENANCE	\$ 6,000	\$ 7,917	\$ 7,500	\$ 7,500	\$ 38,000	\$ 37,000	\$ 10,000	\$ (28,000)	-73.7%
2033	RADIO MAINTENANCE	\$ 7,400	\$ 5,621	\$ 6,400	\$ 2,200	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
2034	EQUIPMENT MAINTENANCE	\$ 9,250	\$ 8,188	\$ 10,500	\$ 10,500	\$ 11,000	\$ 9,000	\$ 11,000	\$ -	0.0%
2071	PHYSICALS AND SHOTS	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ 1,000	\$ 2,000	\$ -	0.0%
3022	MOTOR FUELS	\$ 4,400	\$ 2,155	\$ 4,800	\$ 2,300	\$ 5,000	\$ 4,800	\$ 5,000	\$ -	0.0%
3004	UNIFORMS	\$ 4,000	\$ 3,609	\$ 5,000	\$ 3,000	\$ 5,000	\$ 4,500	\$ 6,000	\$ 1,000	20.0%
3005	MINOR EQUIPMENT	\$ 93,000	\$ 94,106	\$ 43,000	\$ 16,000	\$ 46,000	\$ 40,000	\$ 35,000	\$ (11,000)	-23.9%
3006	MISCELLANEOUS SUPPLIES	\$ 2,500	\$ 1,614	\$ 2,500	\$ 1,600	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
4001	OUTLAY								\$ -	0.0%
6010	TOWN GENERAL FUND	\$ 8,297	\$ 8,297	\$ 8,297	\$ 8,297				\$ -	0.0%
	SUBTOTAL	\$ 175,197	\$ 164,020	\$ 133,397	\$ 89,157	\$ 159,200	\$ 145,700	\$ 124,700	\$ (34,500)	-21.7%
	RESCUE FUND TOTAL	\$ 440,936	\$ 449,634	\$ 447,336	\$ 429,161	\$ 539,200	\$ 5,297,000	\$ 549,917	\$ 10,717	2.0%

Part Time and Per Diem Payroll (1002)

Pay for the per-diem personnel, Deputy Chief, Medical Director and the company members. This covers all emergency calls and training. The vast majority of our EMS calls are covered by the per diem staff. We are increasing the pay rate for our EMS providers. We depend on per diem employees to staff our ambulance and we need to have competitive pay rates to retain our employees and to attract new ones. We are fortunate they we have great EMS providers but the pool of paramedics is limited and we don't want them to move to other departments because our pay is not competitive. The increase in the number of training hours required by Maine EMS to maintain an EMS license also impacts this account.

Cell Phones (2000)

This covers the cost of the I Pads in each ambulance. The I Pads are used to complete the EMS run reports and they have cell phone connections so we can use them anywhere without depending on a WIFI connection.

Dues and Memberships (2007)

This covers the cost of the licenses for our ambulances and the glucoscan license from DHHS.

Training (2008)

This covers the cost of providing continuing education credits that our members need to maintain their EMS licenses. These credits are provided through hands on training and classroom training. We are increasing the use of outside instructors to provide specialized EMS training. We subscribe to an online training program which allows people to obtain some of the credits needed for renewal of their EMS licenses. The online service allows people to get training at home when it works best for them. EMT's are required to obtain 54 hours every 3 years while paramedics must complete 72 hours. We are adding an on line training program that allows members to complete department trainings on line anytime.

Professional Services (2010)

This covers the cost of our ambulance billing service and any paramedic intercepts done by the City of South Portland. We have seen a significant decrease in the number of intercepts since the start of the per diem program.

Vehicle Maintenance (2032)

Regular maintenance and service costs on the two ambulances.

Radio Maintenance (2033)

This account covers the cost of pager and portable radio purchases and repairs.

Equipment Maintenance (2034)

This account covers the cost of renting and refilling our oxygen cylinders. We also cover the maintenance contracts for our stretchers, stair chairs, 12 lead ECG monitor and CO meters. Also included is the service contract for our electronic run reporting system we use on our computers.

Physicals (2071)

This covers the cost of physicals that we require of all new members, the series of hepatitis shots and TB testing.

Fuel (3022)

Fuel costs for the two ambulances.

Uniforms (3004)

We purchase all the coats that protect and identify our members from this account. We are continuing the process of replacing these coats with ones that meet the roadway safety requirements. Uniforms for per-diem and on-call personnel.

Minor Equipment (3005)

This account covers all our out of drug box medications, ALS and BLS supplies, glucometers, IV supplies and medical gloves. Basically this account covers all the medical supplies carried by our ambulances, police cars and fire trucks. We are increasing this account as we are using more supplies with the increased call volume and the cost of medical supplies continues to increase. Beginning on September of 2017 we assumed the cost of all the medications we use on the ambulance. Prior to this the hospitals covered these costs.

Miscellaneous Supplies (3006)

This account covers all the office supplies and awards given out at the department's appreciation night event.

SEWER FUND BUDGET (815)

815	SEWER FUND	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
	REVENUES									
R0348	SEWER BILLS	\$ 1,975,000	\$ 2,108,278	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ -	0.0%
R0349	CONNECTION FEES	\$ 25,000	\$ 52,250	\$ 28,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 40,000	\$ 8,000	25.0%
R0356	MISCELLANEOUS	\$ 300	\$ -	\$ 300	\$ 8,270	\$ 300		\$ 300	\$ -	0.0%
	USE OF SURPLUS								\$ -	0.0%
	TOTAL SEWER FUND REVENUES	\$ 2,000,300	\$ 2,160,528	\$ 2,028,300	\$ 2,040,270	\$ 2,032,300	\$ 2,032,000	\$ 2,040,300	\$ 8,000	0.4%
										0.0%
	EXPENDITURES									0.0%
1001	FULL TIME PAYROLL	\$ 12,692	\$ 13,382	\$ 13,010	\$ 13,010	\$ 13,270	\$ 13,270	\$ 17,553	\$ 4,283	32.3%
1003	OVERTIME PAYROLL	\$ 1,800	\$ 644	\$ 1,200	\$ 1,000	\$ 1,225	\$ 1,000	\$ 1,225	\$ -	0.0%
1020	SOCIAL SECURITY	\$ 1,109	\$ 1,095	\$ 1,087	\$ 1,072	\$ 1,109	\$ 1,092	\$ 1,437	\$ 328	29.5%
	PERSONNEL SUBTOTAL	\$ 15,601	\$ 15,121	\$ 15,297	\$ 15,082	\$ 15,604	\$ 15,362	\$ 20,215	\$ 4,611	29.5%
2022	UNIFORMS	\$ 750	\$ 750	\$ 765	\$ 765	\$ 765	\$ 765	\$ 765	\$ -	0.0%
2037	SEWER LINE MAINTENANCE/RESERVE	\$ 140,000	\$ 3,591	\$ 140,000	\$ 125,000	\$ 155,000	\$ 125,000	\$ 155,000	\$ -	0.0%
2062	CONTINGENCY	\$ 200	\$ 121	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ -	0.0%
2071	PWD ASSESSMENT	\$ 1,513,782	\$ 1,456,444	\$ 1,515,370	\$ 1,468,692	\$ 1,590,000	\$ 1,590,000	\$ 1,650,000	\$ 60,000	3.8%
2072	ADMINISTRATIVE COSTS	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
2073	ALLOW FOR UNCOLLECTABLES	\$ 2,200	\$ -	\$ 2,200	\$ 8,000	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	0.0%
3002	GASOLINE	\$ 276	\$ 276	\$ 310	\$ 310	\$ 332	\$ 332	\$ 315	\$ (17)	-5.1%
3040	DIESEL FUEL	\$ 374	\$ 374	\$ 435	\$ 435	\$ 485	\$ 485	\$ 485	\$ -	0.0%
4001	OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
4004	DEBT SERVICE	\$ 219,562	\$ 219,562	\$ 219,564	\$ 219,563	\$ 219,563	\$ 219,563	\$ 219,563	\$ -	0.0%
4016	OTTAWA ROAD CSO	\$ 320,000	\$ 158,897	\$ 161,113	\$ 300,000	\$ 115,145	\$ 10,000	\$ -	\$ (115,145)	-100.0%
6010	TOWN GENERAL FUND	\$ 56,842	\$ 56,842	\$ 57,343	\$ 55,594	\$ 60,053	\$ 59,138	\$ 62,129	\$ 2,076	3.5%
	SUBTOTAL	\$ 2,255,986	\$ 1,896,857	\$ 2,099,300	\$ 2,178,559	\$ 2,145,743	\$ 2,009,683	\$ 2,092,657	\$ (53,086)	-2.5%
	SEWER FUND TOTAL	\$ 2,271,587	\$ 1,911,978	\$ 2,114,597	\$ 2,193,641	\$ 2,161,346	\$ 2,025,045	\$ 2,112,871	\$ (48,475)	-2.2%

ACCOUNT SUMMARY

PERSONNEL & SALARY INFORMATION

Note: The pay amounts (which now include allowances) shown for FY 2020 were approved in the current collective bargaining agreement (CBA) with the Teamsters Local #340. Allowances are hourly cash incentives paid for certifications, Class A licenses, and Commercial License Endorsements listed in the CBA. These were previously budgeted in account 310-2008. That account has been decreased to reflect the transfer to each respective full-time payroll account.

Full-Time Position	Base Salary/Wk.	Allowances/Wk.	# of Weeks	Total for FY 2020
Equipment Operator	\$986.20	\$25.12	14 wks.	\$14,160
Highway/Parks Equip. Operat.*	\$846.74	\$0.00	4 wks.	\$3,393

Full Time Payroll (1001) \$17,553

An Equipment Operator is charged off for 14 weeks for time spent on sewer line maintenance and minor repairs on our collector system. The remaining 38 weeks are charged off to the Highway (16 weeks) and the Refuse & Recycling Budget (22 weeks). The Highway/Parks Equipment Operator position is proposed to be funded for 4 weeks out of this account.

Overtime (1003) \$1,275

This covers overtime for sewer-related calls outside of normal working hours.

Uniforms (2022) \$765

Eight weeks of uniform expenses are charged off to the Sewer Fund budget.

Sewer Line Maintenance & Reserve (2037) \$155,000

This account funds small replacement projects and sewer line maintenance services. For example, in September of 2018, a 100' section of sanitary main on Oakhurst Road near the pumping station was replaced. This segment had developed a sag in the line which contributed to backups into a nearby residence on Rock Wall Lane in 2014 and 2017. Funds from this account also paid for the re-direction of an existing sanitary sewer connection at 29 Oakhurst Road. This residence was connected into a sewer main that should have been taken out of service in 1975, when the Northern Cape Sewer Project was undertaken. Flow from this line would occasionally migrate into a nearby storm drain system. In November of 2018 the house service was re-directed to a newer line and a nearby sewer manhole was also replaced. It was a good use of the funds and removed an illicit connection.

After completing the requirements listed in the DEP-approved CSO Master Plan, the replacement of the sanitary sewer main on Surf Road should be considered. This project was originally included in the 2006 Sewer Rehabilitation Project, but was tabled due to budgetary constraints. The line conveys sanitary flows from the Garden Lane Pumping Station, which was replaced in 2016. The line is made of vitrified clay and should be replaced with a polyvinylchloride (PVC) type to handle the increased frequency of pumping cycles from the new station.

Other items appropriated out of this account are the contracted video inspections of our sanitary lines. To get a better understanding of the condition of some of our older collector systems, we should be proactive and start videoing the sanitary mains. We did commence a video inspection of sewer lines in the upper Brentwood neighborhood. These lines are made of asbestos and were installed when the streets were constructed in the mid 1960's. The inspections would help us determine if any rehabilitation work is needed so we can develop a needs assessment of our sanitary system. We hope to resume that work in the spring of 2019.

Maintenance on our sewer line cleaning machine and the purchase of manhole riser rings that are needed as part of our paving program are also funded from this account. Any residual funds remaining in this account revert to the Sewer Fund at the end of the fiscal year. The balance in the Sewer Fund as of June 30, 2018 was \$1,747,161.

Portland Water District Assessment (2071) \$1,650,000

The Portland Water District's charter authorizes the District to provide wastewater treatment and collection system interceptors service to the town. These services include; but are not limited to;

- The treatment of .715 million gallons per day at the South Portland Wastewater Facility (Cape North Service Area)
- The treatment of .52 million gallons per day at the Southern Cape Treatment Plant (Cape South Service Area)
- The maintenance of our 27 pumping stations, and the maintenance of approximately 18.8 miles of interceptor sewer lines.
- Water and sewer billing services for the Town to the 2,352 customers in Cape Elizabeth.

The PWD Trustees have set the 2019 calendar year assessment at \$1,572,912, which is 2.5% higher than last year. As noted, they are on a calendar year budget, so the amount shown in the spreadsheet (and above) is adjusted to reflect 6 months of the forecasted assessment for 2020.

Highlights of their 2019 work plan include an upgrade to the Plaisted Park Pumping Station. This station serves the entire Northern Cape Service Area. They will also replace the Maiden Cove Pumping Station in the spring of 2020. This will be a challenging project due to the proximity of the site (located above Casino Beach). Both stations were constructed in 1975. We continue to enjoy an excellent working relationship with the staff at the Portland Water District.

Gasoline (3002) \$315

A small sum is carried for gasoline to cover fuel for the sewer line maintenance activities.

Diesel Fuel (3040) \$485

Like the gasoline, a small sum is also carried for diesel fuel.

Debt Service (4004) \$219,563

This is the annual debt service obligation from the 2006 Sewer Rehabilitation Project.

Ottawa Road CSO Master Plan (4016)

The final phase of the 2013 CSO Master Plan entailed the removal of 37 illicit connections to the sanitary sewer in the Ottawa Road Pumping Station catchment area. That work was completed in June of 2018. This allowed us to meet our commitment to successfully complete the remaining tasks in the Ottawa Road CSO Master Plan approved by the Maine DEP in July of 2013. We are currently working with the Portland Water District and the City of South Portland to update the Plan, which includes flow monitoring to verify our I/I reduction efforts along with the programmed upgrade of the Ottawa Road Pumping Station by the Portland Water District in 2021. No funds are being requested for FY 2020 since the remaining funds in the account should cover any remaining consulting fees.

Town General Fund (6010) \$62,129

This account covers a contribution to the Town's General Fund to cover administrative time spent on the sewer fund budget on the part of department heads and other Town Staff, not accounted for in the salary account (1001). This proposal equals 3% of the 815 budget total and is applicable to all Special Fund Budgets.

**Fiscal Year 2020
Proposed Budget**

840 SPURWINK CHURCH		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
REVENUES										
R0334	RENTAL FEES	\$ 4,500	\$ 2,950	\$ 4,500	\$ 700	\$ 1,000	\$ 1,100	\$ 1,000	\$ -	0.0%
R0434	INTEREST	\$ 200	\$ 148	\$ 200	\$ 200	\$ 200	\$ 300	\$ 200	\$ -	0.0%
TOTAL SPURWINK CHURCH FUND REVENUES		\$ 4,700	\$ 3,098	\$ 4,700	\$ 900	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	0.0%
EXPENDITURES										
1002	PART TIME PAYROLL	\$ 2,500	\$ 2,085	\$ 2,500	\$ 1,300	\$ 2,500	\$ 900	\$ 2,500	\$ -	0.0%
1020	SOCIAL SECURITY	\$ 191	\$ 126	\$ 191	\$ 90	\$ 191	\$ 69	\$ 191	\$ -	0.0%
PERSONNEL SUBTOTAL		\$ 2,691	\$ 2,211	\$ 2,691	\$ 1,390	\$ 2,691	\$ 969	\$ 2,691	\$ -	0.0%
2001	TELEPHONE	\$ 550	\$ -	\$ 550	\$ -	\$ 550	\$ -	\$ 550	\$ -	0.0%
2002	POWER	\$ 350	\$ 640	\$ 350	\$ 450	\$ 600	\$ 575	\$ 600	\$ -	0.0%
2003	WATER	\$ 200	\$ 466	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ -	0.0%
2035	BUILDING MAINTENANCE	\$ 2,500	\$ 2,511	\$ 2,500	\$ 4,300	\$ 3,500	\$ 3,000	\$ 3,500	\$ -	0.0%
2063	ALARM SERVICE	\$ 450	\$ -	\$ 450	\$ 450	\$ 450	\$ 215	\$ 450	\$ -	0.0%
3003	HEAT	\$ 2,200	\$ 286	\$ 2,200	\$ 1,200	\$ 2,200	\$ 1,600	\$ 2,200	\$ -	0.0%
6010	TOWN GENERAL FUND	\$ 268	\$ 268	\$ 268	\$ -	\$ 300	\$ 300	\$ 300	\$ -	0.0%
SUBTOTAL		\$ 6,518	\$ 4,171	\$ 6,518	\$ 6,600	\$ 7,800	\$ 5,890	\$ 7,800	\$ -	0.0%
SPURWINK CHURCH TOTAL		\$ 9,209	\$ 6,382	\$ 9,209	\$ 7,990	\$ 10,491	\$ 6,859	\$ 10,491	\$ -	0.0%

RIVERSIDE CEMETERY (860)

860	RIVERSIDE CEMETERY	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
	REVENUES									
R0328	INVESTMENT INCOME	\$ 2,500	\$ 1,705	\$ 2,300	\$ 2,000	\$ 2,000	\$ 3,000	\$ 3,000	\$ 1,000	50.0%
R0330	LOT SALES	\$ 17,000	\$ 15,713	\$ 17,000	\$ 17,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0.0%
R0506	RIVERSIDE DONATIONS								\$ -	0.0%
R0516	BURIAL FEES	\$ 25,000	\$ 30,750	\$ 25,000	\$ 30,000	\$ 30,000	\$ 32,000	\$ 30,000	\$ -	0.0%
R0517	RIVERSIDE MARKERS				\$ 20,000	\$ 20,000	\$ 18,000	\$ 18,000	\$ (2,000)	-10.0%
	TOTAL RIVERSIDE CEMETERY REVENUES	\$ 44,500	\$ 48,168	\$ 44,300	\$ 69,000	\$ 67,000	\$ 68,000	\$ 66,000	\$ (1,000)	-1.5%
										0.0%
1001	FULL TIME PAYROLL	\$ 21,372	\$ 20,302	\$ 21,905	\$ 21,905	\$ 22,344	\$ 22,344	\$ 22,836	\$ 492	2.2%
1002	PART-TIME PAYROLL	\$ 16,780	\$ 12,343	\$ 17,115	\$ 17,000	\$ 17,480	\$ 13,000	\$ 14,740	\$ (2,740)	-15.7%
1003	OVERTIME	\$ 2,075	\$ 2,041	\$ 2,200	\$ 2,200	\$ 2,244	\$ 1,600	\$ 2,290	\$ 46	2.0%
1020	SOCIAL SECURITY	\$ 3,077	\$ 2,411	\$ 3,153	\$ 3,145	\$ 3,218	\$ 2,826	\$ 3,050	\$ (168)	-5.2%
	PERSONNEL SUBTOTAL	\$ 43,304	\$ 37,097	\$ 44,373	\$ 44,250	\$ 45,286	\$ 39,770	\$ 42,916	\$ (2,370)	-5.2%
2002	POWER	\$ 260	\$ 180	\$ 260	\$ 240	\$ 250	\$ 250	\$ 200	\$ (50)	-20.0%
2003	WATER	\$ 520	\$ 228	\$ 750	\$ 1,600	\$ 750	\$ 750	\$ 785	\$ 35	4.7%
2010	PROFESSIONAL SERVICES	\$ 700	\$ 528	\$ 700	\$ 550	\$ 700	\$ 700	\$ 700	\$ -	0.0%
2012	CONTRACTED SERVICES								\$ -	0.0%
2022	UNIFORMS	\$ 750	\$ 738	\$ 765	\$ 765	\$ 765	\$ 765	\$ 765	\$ -	0.0%
2032	MARKER REPAIRS	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
2036	STONEWALL REPAIRS	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 1,500	\$ -	0.0%
3002	GASOLINE	\$ 850	\$ 595	\$ 950	\$ 950	\$ 1,018	\$ 1,018	\$ 965	\$ (53)	-5.2%
3006	MATERIALS & SUPPLIES	\$ 2,500	\$ 2,933	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,700	\$ 200	8.0%
3008	BURIALS		\$ -						\$ -	0.0%
3040	DIESEL FUEL	\$ 525	\$ 554	\$ 610	\$ 610	\$ 680	\$ 680	\$ 680	\$ -	0.0%
4001	OUTLAY					\$ 8,000	\$ 8,000		\$ (8,000)	-100.0%
4005	LOT BUY BACK	\$ 2,250	\$ 700	\$ 2,250	\$ 1,100	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	0.0%
6010	TOWN GENERAL FUND	\$ 1,625	\$ 1,625	\$ 1,670	\$ 1,670	\$ 1,939	\$ 1,729	\$ 1,632	\$ (307)	-15.8%
	SUBTOTAL	\$ 12,480	\$ 8,081	\$ 12,955	\$ 9,985	\$ 21,302	\$ 19,592	\$ 13,127	\$ (8,175)	-38.4%
	RIVERSIDE CEMETERY TOTAL	\$ 55,784	\$ 45,178	\$ 57,328	\$ 54,235	\$ 66,589	\$ 59,362	\$ 56,043	\$ (10,546)	-15.8%

ACCOUNT SUMMARY

PERSONNEL & SALARY INFORMATION

Note: The pay amounts (which now include allowances) shown for FY 2020 were approved in the current collective bargaining agreement (CBA) with the Teamsters Local #340. Allowances are hourly cash incentives paid for certifications, Class A licenses, and Commercial License Endorsements listed in the CBA. These were previously budgeted in account 310-2008. That account has been decreased to reflect the transfer to each respective full-time payroll account. It is proposed to increase the pay amounts for the part-time grounds maintenance workers from \$13.58/hr. to \$14.00. With an extremely tight labor market we need to raise our wage rates in an effort to attract potential candidates.

Full-Time Position	Base Salary/Wk.	Allowances/Wk.	# of Weeks	Total for 2020
Parks Equipment Operator	\$949.60	\$1.92	24wks.	\$22,836
Part-Time Maintenance Worker		40 hrs. @ \$14.00/hr.	19 wks.	\$10,640
Cemetery Lot Coordinator (Stipend Position)				\$4,100

Full Time Payroll (1001) \$22,836

One of the Parks Division Equipment Operator’s is charged off for 24 weeks to account for mowing and maintenance at the Cemetery.

Part Time Payroll (1002) \$14,740

The maintenance worker listed above also performs duties on municipal properties, Fort Williams Park and the School Grounds. The Cemetery Lot Coordinator is also funded from this account. He works closely with the Town Clerk and the Riverside Cemetery Trustees. His position requires him to coordinate on-site visits at the cemetery with perspective buyers. These generally occur after regular business hours or on the weekends.

Overtime (1003) \$2,290

This account covers weekend (and after normal work hours) burials that require overtime for the Public Works personnel. For safety reasons, we now use two operators to service full-size interments outside of our regular work hours.

Power (2002) \$250
This covers the monthly power service to illuminate the flagpole at Memorial Circle and the “Welcome to the Town of Cape Elizabeth” sign across from the cemetery.

Water (2003) \$785
The Cemetery is serviced by a 1" line from Bowery Beach Road. We are anticipating a 4.4% water rate increase from the Portland Water District in 2019.

Professional Services (2010) \$700
This covers the cost of renting a portable toilet that is used both by Spurwink Church visitors and the maintenance workers (\$682). A handicapped-accessible unit is rented for 7 1/2 months out of the year. It also covers contracted electrical services, if needed.

Uniforms (2022) \$765
Six weeks of uniform rental expenses are charged off to the cemetery budget.

Marker Repair (2032) \$1,000
This appropriation covers the costs of repairing or replacing broken markers in the old section of the cemetery, if needed.

Stone Wall Repairs (2036) \$1,500
This account was created a few years ago to continue repairing stonewalls that border the cemetery. We have made some good progress, so no large projects are being proposed for FY 2020.

Gasoline (3002) \$965
This account covers gasoline used in the mowing and trimming operations at the Cemetery. Like other line items for gasoline, it is being budgeted @ \$1.96/gal.

Supplies (3006) \$2,700
This account covers flags for Memorial Day program, our membership in the **Maine Cemetery Association**, minor equipment and grounds materials for the Cemetery. A slight increase is proposed.

Diesel Fuel (3040) \$680
This account covers diesel fuel used in the mowing of the Cemetery. It is being budgeted @ \$2.32/gal.

Lot Buy Back (4005)

\$2,200

A sum is budgeted each year if the Town wishes to purchase a lot back from a lot owner for a legitimate reason. Any “buy back” would have to be approved by the Riverside Cemetery Board of Trustees.

Town General Fund (6010)

\$1,632

This account covers a contribution to the Town’s General Fund to cover administrative time spent on cemetery management on the part of department heads and other Town Staff, not accounted for in the salary account (1001). This proposal equals 3% of the 860 budget total.

**Fiscal Year 2020
Proposed Budget**

865	FORT WILLIAMS PARK FUND	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATED FY 2019	BUDGET FY 2020	\$ CHANGE FY 19 to FY 20	% CHANGE FY 19 to FY 20
	REVENUES									
RO337	OFFICERS ROW RENTALS	\$ 52,000	\$ 59,696	\$ 55,730	\$ 58,000	\$ 58,000	\$ 57,000	\$ 48,000	\$ (10,000)	-17.2%
RO500	BINOCULAR REVENUE	\$ 1,300	\$ 1,586	\$ 1,300	\$ 1,300	\$ 1,300	\$ 800	\$ 800	\$ (500)	-38.5%
RO508	CEREMONY FEES	\$ 4,500	\$ 9,265	\$ 4,500	\$ 4,500	\$ 4,500	\$ 6,000	\$ 6,000	\$ 1,500	33.3%
RO510	PICNIC SHELTER, BANDSTAND & GAZEBO	\$ 29,000	\$ 26,218	\$ 29,000	\$ 25,000	\$ 26,000	\$ 30,000	\$ 30,000	\$ 4,000	15.4%
RO511	SITE FEES	\$ 35,000	\$ 29,750	\$ 34,000	\$ 36,000	\$ 34,000	\$ 34,400	\$ 34,000	\$ -	0.0%
RO603	BENCH DONATIONS	\$ -	\$ -						\$ -	0.0%
RO700	FW CONCESSIONS	\$ 12,850	\$ 9,050	\$ 13,825	\$ 9,025	\$ 11,000	\$ 16,500	\$ 16,500	\$ 5,500	50.0%
RO800	BUS/TROLLEY REVENUES	\$ 49,000	\$ 43,170	\$ 49,000	\$ 54,400	\$ 49,000	\$ 55,000	\$ 109,400	\$ 60,400	123.3%
RO900	FWP DONATION BOXES	\$ 12,000	\$ 16,825	\$ 14,000	\$ 16,000	\$ 16,000	\$ 17,000	\$ 16,000	\$ -	0.0%
	TOTAL FORT WILLIAMS PARK REVENUES								\$ -	0.0%
		\$ 195,650	\$ 195,560	\$ 201,355	\$ 204,225	\$ 199,800	\$ 216,700	\$ 260,700	\$ 60,900	30.5%
	EXPENDITURES								\$ -	0.0%
4005	MASTER & BUSINESS PLAN UPDATE							\$ 65,000	\$ 65,000	0.0%
4006	MISC. PROJ. TBD BY THE FWPC	\$ 15,000	\$ 21,008	\$ 15,000	\$ 15,000	\$ 20,000	\$ 18,000	\$ 20,000	\$ -	0.0%
4015	BANDSTAND PAINTING AND REPAIRS					\$ 6,000			\$ (6,000)	-100.0%
4016	PARK SIGNAGE IMPROVEMENTS					\$ 8,000	\$ 8,000		\$ (8,000)	-100.0%
4017	BLEACHER IMPROVEMENTS - P & E ONLY	\$ 440,000	\$ 1,548					\$ 55,000	\$ 55,000	0.0%
4018	PERIMETER FENCING REPLACEMENT			\$ 35,000	\$ 30,500	\$ 9,100	\$ 9,533		\$ (9,100)	-100.0%
4019	INVASIVE PLANT CONTROL MGT					\$ 10,000	\$ 10,000	\$ 7,500	\$ (2,500)	-25.0%
4020	ENTRANCE ROAD GUARDRAIL REP.	\$ 21,000	\$ 20,700						\$ -	0.0%
4021	PARADE FIELD SIDEWALK IMPROV.					\$ 12,000	\$ 20,000		\$ (12,000)	-100.0%
4022	CLIFF WALK SAFETY IMPROVEMENTS	\$ 15,000	\$ 12,080	\$ 25,000	\$ 20,250	\$ 98,600	\$ 80,245	\$ 105,000	\$ 6,400	6.5%
4025	BATTERY BLAIR FENCING					\$ 4,500	\$ 4,620		\$ (4,500)	-100.0%
4026	PICNIC SHELTER P-LOT PED IMPROV.			\$ 44,000	\$ 48,000				\$ -	0.0%
4027	WHEATLEY ROAD GUARDRAIL	\$ 8,500	\$ 7,300						\$ -	0.0%
4030	BASKETBALL COURT REHABILITATION			\$ 65,000	\$ 65,000			\$ 30,000	\$ 30,000	0.0%
4031	OVERFLOW PARKING AREA -ADA- PARK			\$ 15,000	\$ 15,000		\$ 20,000		\$ -	0.0%
4032	OVERFLOW PARKING AREA - WALK REP.	\$ 20,000	\$ 8,975						\$ -	0.0%
4033	BATTERY BLAIR WALL STABILIZATION			\$ 56,000	\$ 56,000				\$ -	0.0%
6010	GENERAL FUND CONT.	\$ 14,100	\$ 14,100	\$ 9,135	\$ 9,135	\$ 5,046		\$ 8,475	\$ 3,429	68.0%
	FORT WILLIAMS PARK TOTAL	\$ 533,600	\$ 85,711	\$ 264,135	\$ 258,885	\$ 173,246	\$ 170,398	\$ 290,975	\$ 117,729	68.0%



343 Ocean House Road Cape Elizabeth, ME 04107 207-799-2868 Fax 207-799-1841

To: Matt Sturgis, Town Manager
From: Kathy Raftice, Cape Elizabeth Community Services and Fort Williams Park Director
Re: Budget Proposal FY 2020

Matt,

Attached is the Budget Proposal for FY 2020. I will outline below some of the supporting reasons behind my submission.

Community Services

General Fund Revenue

Adult Programs has run consistent with what was budgeted and have therefore left the FY 20 budgeted revenues flat. Jane and Linda have been offering a mixture of new and different programs available to both our adult and senior populations. Both have also offered a few free programs to try something out before taking a long class. These have been well received.

Youth Programs has performed strongly in FY 19 with a substantial expected increase in revenue. This is a result of new offerings and tried and true programs. As a result Contracted Services has also increased. Cape Elizabeth will not be handling the Travel Basketball League in FY 20 and that is reflected in the reduced revenue.

Cape Care also continues to perform very strongly. Registrations for next year for our preschool/before and after-school programs has begun and one of the preschool classrooms is already full. We had not increased our charges in 2 years so we have minimally increased for FY 20.

The Pool & Fitness center fees will be increased by 2% beginning 7/1/20.

Department Line Item Budget

0633

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As you can see the payroll budget is up by 8.9%. This is not due to any individual increase of more than the expected 2% but more a reflection of the transition from Cory Sturtevant to Peter Mullen, a mid-year increase for Linda Strunk and increased hours for both Linda & Jane. I did not add an increase for Kerry's position as will hire the new Fort Williams Coordinator at the starting salary.

0634

You will see an increase in the Contractual Services for the Fitness Center. This is to cover the cost of the new cable boxes and increased cable television options.

0635

The Estimated FY 19 for Part Time Payroll is up significantly. This is a result of the two different issues. The first being the increase in minimum wage from \$10.00 per hour to \$11.00 per hour on January 1, 2019. The second issue involves summer camp. As you will see the Actual 2018 the Part Time Payroll was up as well. I have determined that in the past, before me, the summer pool help associated with summer camp is paid under the Pool however then some of their hours are allocated to Youth (637). I am not sure I can still move those monies for FY 19, if I can I will but will let you know. For now I have left them in 635. I have allowed for the additional increase from \$11.00 to \$12.00 per hour in January 2020.

0636

There has been a continuous decrease in the Part Time payroll under the Adult programs. This is due to an increase in our Contractual Services category.

0637

The Part Time payroll increase for FY 20 is a result of the expected pool hours moved as noted above and the increase of the minimum wage from \$11.00 to \$12.00 per hour in January 2020.

0638

The Estimated FY 19 Part Time Payroll and Budgeted FY 20 Part Time Payroll are a reflection of some teacher salary adjustments and the increase in the minimum wage to our high school students who cover our afterschool program.

Fort Williams Park

Revenues

Officer's Row Rentals Budget for FY 20 is low. Update will be coming as Facilities did find an error and they are correcting.

FW Concessions Estimated FY 19 and Budgeted FY 20 does have all concession sites now rented.

Bus/Trolley Revenues Budget takes into account the recent Town Council decision to go with \$100 per bus visit.

Expenditures

Listed below are projects that the Fort Williams Park Committee has recommended for consideration in the FY 2020 Fort Williams Park Capital Fund Budget.

Misc. Projects TBD by the FWPC \$20,000

This appropriation request is both a contingency and an account for minor projects that are not specifically funded. There were over 80 small improvement projects that were proposed in the 2011 update of the Master Plan. The committee has requested in the past that they be given the opportunity to fund some of those out of this account, since many are minor enhancements of the Park's infrastructure and/or safety related. In addition, this account may also provide funding for opportunities that are not known at the time of the budget submittal.

Cliff Walk Safety & Fencing Improvements \$105,000

There is 125' of wire fabric fencing remaining on the South end of the Cliff Walk. This should be replaced in FY 2020 or added to the scope of the earth berme removal project, if that moves forward. To replace the existing section is \$25,000

There us another area beyond the berme that includes a scenic viewing area encompassed by a wooden rail fence with a wire mesh fabric attached to it. The fence is starting to show its age. There is a significant drop-off beyond that should also have a railing. This would require 210' of cable railing at an estimated cost of \$37,800



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There is an additional section on the northerly end of the Cliff Walk that should have a railing. This would continue the safety-related program the FWPC has approved over the last several years. This section would require approximately 330' of cable railing at an estimated cost of \$65,000.

Master Plan Update \$65,000

The Master Plan was last updated in 2011 and a review and update are proposed. This would be a year-long process. A consultant would be needed to assist the Committee with the endeavor. There are many steps involved in the development through RFP's, Zoning Documents etc., including engagement with the Park's various stakeholders.

Invasive Plant Control Management \$7500

The control of invasive plants has been a challenge given their pervasive nature throughout the Park. The Fort Williams Park Foundation (FWPF) has made strides in controlling them on their pod sites, but a more comprehensive program is needed. Funds are proposed to work in conjunction with the FWPF to fund herbicide treatments for invasive plant treatments this fall and next spring in the Battery Blair Landscape. Attached is the Estimate & Agreement sent by Vegetation Control Services last May. Please note the second section and these amounts:

- Fall 2019 Application - \$2,650
- Spring 2020 Application - \$2,150

While VCS is back in the park this fall, it would be great if they could also treat the various patches of Japanese knotweed and poison ivy growing in various areas of the park. I just left a voice message with Andy Powers asking if he could provide a ballpark amount by this Thursday so that you could factor that into your decision making. Hopefully no more than another \$1,000 would cover these additional areas but I really don't know. For knotweed, I am thinking of the expanding colony within Captain Strout Circle, the large open patch along the Parade Ground parking lot, and a patch at the southeastern edge of the Chapel Road Preserve. For poison ivy, I'm thinking of a large patch growing east of the Cliffside site along the Cliff Walk, another patch growing at the southeast corner of the park (in our future Crossroads site), and the stretch growing along the low stone retaining wall along the sidewalk between Ship Cove and the north entrance to the Cliff Walk. There is also a small patch growing above the ledge outcrop at the northwest corner of the skating pond.

Basketball Court Renovation to Pickleball Court \$30,000



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Bids to fully reconstruct the court were opened and rejected last year because they came in well above the original estimate. Since that time the Director of Public Works and the Town Engineer have looked at alternative approaches to rehabilitating the court's paved surface. They are recommending "milling", or removing a layer of the pavement. Though not as permanent a solution as a full reconstruction of the court, it would be more cost effective and eliminate the need to disturb the layer of ash that was identified when borings were done to determine the composition of the sub-base material. The exposed surface would be re-paved and the surface area could accommodate two pickle-ball courts. The cost to coat the new surface in "blue" and paint out the courts is included in the project budget.

Stonewall Reconstruction – Northerly Side of Tennis/Basketball Court \$55,000

This wall extends east/west and abuts the Picnic Shelter Field. Approximately 160' of it is leaning, with the remaining portion in a fairly straight vertical alignment. I would suggest completely rebuilding the section that is leaning with the existing materials, but I would replace the base material. The wall is 160' (L) x 1.5' (W) x 4.0' (H).

Town General Fund

This is an annual transfer to the general fund to cover administrative time spent on managing Park-related projects by the Park Director, Director of Public Works and other town staff not accounted for in the operations budget (645). This amount equals 3% of the total budget and applies to all Special Fund budgets.

Respectfully submitted,

Kathy Raftice, Director

Cape Elizabeth Community Services & Ft. Williams Park

Portland Head Light (870)

870	PORTLAND HEAD LIGHT	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
	REVENUES									
R0555	DONATIONS	\$ 1,800	\$ 3,915	\$ 2,000	\$ 2,000	\$ 2,000	\$ 3,000	\$ 2,200	\$ 200	10.0%
R0556	MUSEUM ADMISSIONS	\$ 48,000	\$ 60,263	\$ 53,000	\$ 53,000	\$ 53,000	\$ 55,000	\$ 55,000	\$ 2,000	3.8%
R0557	GIFT SHOP SALES	\$ 505,000	\$ 565,554	\$ 520,000	\$ 620,000	\$ 580,000	\$ 650,000	\$ 630,000	\$ 50,000	8.6%
R0558	BINOCULARS	\$ 1,000	\$ 940	\$ 1,000	\$ 1,000	\$ 1,000	\$ 900	\$ 1,000	\$ -	0.0%
R0560	INTEREST AND MISCELLANEOUS				\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
	TOTAL PORTLAND HEAD LIGHT FUND REVENUES	\$ 555,800	\$ 630,672	\$ 576,000	\$ 676,000	\$ 636,000	\$ 708,900	\$ 688,200	\$ 52,200	8.2%
	EXPENDITURES									
1001	FULL TIME PAYROLL	\$ 74,080	\$ 73,899	\$ 75,560	\$ 75,560	\$ 77,160	\$ 77,160	\$ 78,720	\$ 1,560	2.0%
1002	PART TIME PAYROLL	\$ 68,170	\$ 56,227	\$ 67,333	\$ 67,333	\$ 85,500	\$ 85,500	\$ 85,500	\$ -	0.0%
1020	SOCIAL SECURITY	\$ 10,890	\$ 8,864	\$ 11,110	\$ 11,110	\$ 11,335	\$ 11,335	\$ 11,561	\$ 226	2.0%
1023	ICMA DEFERRED COMPENSATION	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ -	0.0%
1025	HEALTH INSURANCE	\$ 20,990	\$ 20,990	\$ 22,040	\$ 22,040	\$ 22,920	\$ 22,920	\$ 23,840	\$ 920	4.0%
	PERSONNEL SUBTOTAL	\$ 180,630	\$ 166,480	\$ 182,543	\$ 182,543	\$ 203,415	\$ 203,415	\$ 206,121	\$ 2,706	1.3%
2001	TELEPHONE	\$ 2,200	\$ 1,548	\$ 2,200	\$ 2,200	\$ 2,200	\$ 1,800	\$ 2,000	\$ (200)	-9.1%
2002	POWER	\$ 2,500	\$ 2,034	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
2004	PRINTING AND ADVERTISING	\$ 10,500	\$ 6,533	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ -	0.0%
2005	POSTAGE	\$ 150	\$ -	\$ 150	\$ 150	\$ 150	\$ 50	\$ 150	\$ -	0.0%
2006	TRAVEL	\$ 200	\$ 20	\$ 200	\$ 200	\$ 200	\$ -	\$ 200	\$ -	0.0%
2007	DUES AND MEMBERSHIPS	\$ 1,000	\$ 379	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,200	\$ 1,200	\$ 200	20.0%
2008	TRAINING	\$ 3,500	\$ 2,907	\$ 3,500	\$ 2,500	\$ 3,500	\$ 2,500	\$ 3,500	\$ -	0.0%
2009	CONFERENCES AND MEETINGS	\$ 200	\$ 600	\$ 200	\$ 200	\$ 200	\$ -	\$ 200	\$ -	0.0%
2010	PROFESSIONAL SERVICES	\$ 21,000	\$ 1,929	\$ 21,000	\$ 21,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ -	0.0%
2013	COLLECTIONS	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ -	0.0%
2014	RESEARCH AND DEVELOPMENT	\$ 150	\$ -	\$ 150	\$ 150	\$ 150	\$ -	\$ 150	\$ -	0.0%
2034	OFFICE EQUIPMENT	\$ 1,000	\$ 400	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
2035	BUILDING MAINTENANCE	\$ 20,000	\$ 22,271	\$ 20,000	\$ 20,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	0.0%
2036	GROUNDS MAINTENANCE	\$ 8,500	\$ 26,136	\$ 8,500	\$ 8,500	\$ 12,000	\$ 12,000	\$ 13,000	\$ 1,000	8.3%
2062	CONTINGENCY	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -	0.0%
2063	ALARM COVERAGES		\$ 323	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
2089	INSURANCE COVERAGES	\$ 4,000	\$ 4,360	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ -	0.0%
3001	OFFICE SUPPLIES	\$ 600	\$ 361	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ -	0.0%
3003	HEAT	\$ 6,000	\$ 3,442	\$ 6,000	\$ 6,000	\$ 6,000	\$ 4,500	\$ 5,000	\$ (1,000)	-16.7%
3006	MISCELLANEOUS SUPPLIES	\$ 100	\$ -	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	0.0%
3007	CLEANING SUPPLIES	\$ 200	\$ 9	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ -	0.0%
3020	BOOKS	\$ 100	\$ -	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	0.0%
4001	OUTLAY	\$ 10,000	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ -	0.0%
4002	MUSEUM DEVELOPMENT	\$ 6,000	\$ -	\$ 6,000	\$ 6,000	\$ 6,000	\$ 4,500	\$ 6,000	\$ -	0.0%
4010	GIFT SHOP COSTS	\$ 255,000	\$ 325,343	\$ 270,000	\$ 325,000	\$ 300,000	\$ 325,000	\$ 350,000	\$ 50,000	16.7%
6010	TOWN GENERAL FUND	\$ 7,200	\$ 8,220	\$ 7,200	\$ 8,220	\$ 8,220	\$ 8,220	\$ 8,220	\$ -	0.0%
	PORTLAND HEAD LIGHT TOTAL	\$ 362,600	\$ 406,815	\$ 378,100	\$ 433,120	\$ 424,620	\$ 432,270	\$ 474,620	\$ 50,000	11.8%
		\$ 543,230	\$ 573,295	\$ 560,643	\$ 615,663	\$ 628,035	\$ 635,000	\$ 670,241	\$ 42,206	6.7%

Full Time Payroll (1001)

The FY2020 full time account includes:

Museum Director	Salary	\$67300
Parks Department Equipment Operator	Salary	\$952 (12 weeks) \$11420

Part Time Payroll (1002)

Position	Hourly Wage	Hours/ per week
Marketing/Shop Assistant	\$15.25	40 (six months) 24 (six months) \$24000
Museum/Shop Assistants	\$11.25	60 (six months) 16 (two months) \$28000
Park Rangers	\$15.30	26 (seven months) \$12730
Grounds Maintenance	\$14.00	40(13 weeks) \$7280

Printing and Advertising (2004)

The FY2020 budget includes advertising in the Convention and Visitors Guide, Maine Tour, Maine Tourism Association and Portland magazines, and on the Portland Discovery trolley. Another expense is the printing of 30,000 rack cards which are distributed in Visitor Information Centers, Jetport, Train/Bus station, and Gateway Terminal.

Training (2008)

We host an Appreciation Fall Dinner for our volunteers. Volunteers staff the museum and gift shop contributing more than 3000 hours per season. Portland Head Light has about 40-45 volunteers.

Professional Services (2010)

Portland Head Light covers rental and cleaning cost \$22,000 for 8 portable toilets in the park. Also includes \$600(share of uniform rental). Includes Accountant fees for Tax preparations, bank courier and web site support.

Building Maintenance (2035)

FY2020 includes exterior and interior maintenance of the keepers' quarters and gift shop, cleaning contract and security system, and replacement of exterior signs for gift shop and museum.

Grounds Maintenance (2036)

\$7,100 Landscaping contract covers maintenance of the property, the circle and the two walks along the coastline and \$2,000 maintenance of OBD system

Museum Development (4002)

FY 2020 includes maintenance of the museum exhibits, updates, and reserve for future improvements.

Gift Shop Costs (4010) Projected sales are \$630,000. Costs of goods are approximately 55% of sales. This includes stock, bags, computers, software, registers and credit card fees.

**Fiscal Year 2020
Proposed Budget**

875	THOMAS JORDAN TRUST	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
2011	AUDIT SERVICES	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 875	\$ 1,000	\$ -	0.0%
5101	CLIENT ASSISTANCE/ADMIN.	\$ 50,000	\$ 27,262	\$ 50,000	\$ 10,000	\$ 35,000	\$ 10,000	\$ 35,000	\$ -	0.0%
6010	TOWN GENERAL FUND	\$ 1,035	\$ 1,035	\$ 1,035	\$ 1,035	\$ 1,035	\$ 1,035	\$ 1,035	\$ -	0.0%
	THOMAS JORDAN TOTAL	\$ 52,035	\$ 28,297	\$ 52,035	\$ 12,035	\$ 37,035	\$ 11,910	\$ 37,035	\$ -	0.0%

**Fiscal Year 2020
Proposed Budget**

GF	CARRY FORWARD FUNDING FOR CIP	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 20 ¹⁸	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 281,000	\$ 281,000	\$ 300,000	\$ 19,000	6.8%
SF	TOTAL SPECIAL FUNDS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
		\$ 4,006,381	\$ 3,200,475	\$ 3,605,284	\$ 3,671,609	\$ 3,896,942	\$ 8,486,574	\$ 4,027,573	\$ 130,631	3.6%
CT	CUMBERLAND COUNTY TAX ASSESSMENT	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 20 ¹⁸	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
		\$ 1,247,048	\$ 1,247,048	\$ 1,331,050	\$ 1,331,050	\$ 1,392,240	\$ 1,376,569	\$ 1,456,670	\$ 64,430	4.8%
CT	HOMESTEAD ABATEMENT	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
		\$ 312,000	\$ 312,000	\$ 375,600	\$ 373,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ -	0.0%
	GRAND TOTALS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	BUDGET	\$ CHANGE	% CHANGE
		FY 2017	FY 2017	FY 20 ¹⁸	FY 2018	FY 2019	FY 2019	FY 2020	FY 19 to FY 20	FY 19 to FY 20
	TOTAL GENERAL FUND	\$14,733,066	\$12,845,574	\$14,026,402	\$13,375,419	\$14,522,489	\$14,358,131	\$15,443,066	\$ 920,577	6.3%
	TOTAL SPECIAL FUNDS	\$ 4,006,381	\$ 3,200,475	\$ 3,605,284	\$ 3,671,609	\$ 3,896,942	\$ 8,486,574	\$ 4,027,573	\$ 130,631	3.4%
	GRAND TOTAL	\$18,739,447	\$16,046,049	\$17,631,686	\$17,047,028	\$18,419,431	\$22,844,705	\$19,470,639	\$ 1,051,208	5.7%

