

General Government
Town Office Building - Dept. 110-03
Requested Funding: \$214,246

Department Overview:

The Town Office Building budget is primarily built on the expenses associated with the Town Office, but is also used to fund the electricity, heating and fuel expenses of all Town Buildings as well as maintenance and building improvements as necessary.

Mission:

The goal of this budget is to ensure Town facilities are well maintained and improved in a fiscally responsible manner.

What the budget purchases:

The Town Office Building budget consists primarily of electricity, phone, heating fuel, as well as equipment repair and maintenance contracts and capital improvements.

The following is a detailed description of each account and the costs attributed to that account:

110-03 - TOWN OFFICE BUILDING \$214,246

ACCOUNT #5410 - TELEPHONE \$7,200

This line item includes telephone service for the Town Office.

ACCOUNT #5412 – INTERNET & CABLE \$2,330

This account provides static IP addresses for remote locations as well as Internet and Hot Spot.

ACCOUNT# 5414- ELECTRICITY \$8,000

This item provides electricity for the Town Office building and outside lighting.

ACCOUNT #5418 - PROPANE \$350

This account provides propane for the Town Office generator.

ACCOUNT #5420 - WATER \$256

This line provides water usage services at the Town Office. Yarmouth Water District is proposing a 15% increase beginning January 1, 2025, and then another 15% increase beginning January 1, 2026. This line includes a 15% increase for two quarters beginning January 1st.

ACCOUNT #5510 – ALARMS \$1,500

This line provides fire and security alarms and service calls.

ACCOUNT #5512 – PEST CONTROL \$700

This line provides for pest control at the Town Office and Rental House.

ACCOUNT #5514 – FLOOR MATS \$1,010

This line provides 24 stops to clean and replace all floor mats at the Town Office.

ACCOUNT # 5516 – CUSTODIAL SUPPLIES \$1,500

This line provides cleaning, paper products, and janitorial supplies for the Town Office building plus window cleaning service.

ACCOUNT #5517 – BUILDING REPAIRS \$10,000

This line provides building repairs for the Town Office building and rental house, stump grinding and replacement flags (USA and Maine).

ACCOUNT #5900 – CAPITAL PROJECTS \$181,000

This line provides for long overdue repairs to the Town Office.

\$116,000 Foyer removal and replacement to make the building ADA compliant.

\$55,000 Siding removal and replacement (vinyl), existing siding has rotted beyond repair.

\$5,000 Gutter installation to keep water runoff away from the foundation.

\$5,000 Emergency Exit Repair.

ACCOUNT #5958 – GENERATOR \$400

This line provides for the maintenance, repairs, and service to the Town Office generator.