

Town of North Yarmouth
July 1, 2022 - June 30, 2023

ANNUAL TOWN MEETING BUDGET RECOMMENDATION
APRIL 30, 2022
BUDGET SUMMARY

<u>Municipal Department</u>	<u>FY2022</u>	<u>FY2023</u>	<u>Difference</u>
110 - MUNICIPAL ADMINISTRATION	\$ 513,042	\$ 633,623	\$ 120,581
Percent Increase : 24 %			
120 - COMMUNITY SERVICES	\$ 168,174	\$ 218,337	\$ 50,163
Percent Increase : 30 %			
125 - COMMUNITY CENTER	\$ 61,521	\$ 121,806	\$ 60,285
Percent Increase : 98 %			
130 - PUBLIC SAFETY	\$ 492,332	\$ 494,746	\$ 2,414
Percent Increase : 0.49 %			
140 - PUBLIC WORKS	\$ 471,802	\$ 653,784	\$ 181,982
Percent Increase : 39 %			
145 - BUILDINGS & GROUNDS	\$ 128,796	\$ 146,651	\$ 17,855
Percent Increase : 14 %			
150 - SOLID WASTE / RECYCLING	\$ 222,821	\$ 245,806	\$ 22,985
Percent Increase : 10 %			
160 - FIXED EXPENSES	\$ 1,059,636	\$ 1,024,341	\$ (35,295)
Percent Decrease : 3 %			
220 - CAPITAL RESERVES	\$ 744,613	\$ 197,289	\$ (547,324)
Percent Increase : -74 %			

All Municipal Expenses
(County Tax and School Assesment Not Included)

	<u>FY2022</u>	<u>FY2023</u>	<u>Difference</u>
Town Meeting Appropriations	\$ 3,862,737	\$ 3,736,383	\$ (126,354)

WARRANT ARTICLE 10
FY23 BUDGET SUMMARY
MUNICIPAL ADMINISTRATION - Dept. 110

Operations - Division 01	FY22 Approved	FY23 Proposed	Difference
5100 FT Wages	\$ 277,434	\$ 356,063	\$ 78,629
5110 Other Wages	\$ 6,500	\$ 6,500	\$ -
5120 Overtime Wages	\$ 3,000	\$ 5,000	\$ 2,000
5130 Allowances	\$ 3,130	\$ 3,290	\$ 160
5140 Training	\$ 1,855	\$ 1,855	\$ -
5143 Safety Fines	\$ 500	\$ 500	\$ -
5150 Dues/Memberships/Licenses	\$ 14,718	\$ 8,478	\$ (6,240)
5210 Postage	\$ 7,290	\$ 7,640	\$ 350
5212 Registry of Deeds	\$ 2,500	\$ 900	\$ (1,600)
5214 Advertising	\$ 1,500	\$ 1,500	\$ -
5216 Software	\$ 30,204	\$ 41,708	\$ 11,504
5218 Printing	\$ 10,320	\$ 13,890	\$ 3,570
5220 Bank Fees	\$ 100	\$ 100	\$ -
5222 Special Events	\$ 2,750	\$ 2,750	\$ -
5224 Office Supplies	\$ 13,500	\$ 12,000	\$ (1,500)
5226 Office Equipment	\$ 5,165	\$ 5,165	\$ -
5228 Elections/Registrar	\$ 6,350	\$ 8,000	\$ 1,650
Sub-Total	\$ 386,816	\$ 475,339	\$ 88,523
Contracted Services / Professional Services - Division 02			
5310 Auditor	\$ 17,000	\$ 15,750	\$ (1,250)
5312 Assessor	\$ 52,598	\$ 54,702	\$ 2,104
5316 Legal	\$ 20,000	\$ 20,000	\$ -
5318 Website	\$ 4,568	\$ 4,670	\$ 102
5322 Technology	\$ 32,060	\$ 41,540	\$ 9,480
Sub-Total	\$ 126,226	\$ 136,662	\$ 10,436
Tax Increment Financing			
TBD Greater Portland Council of Governments Dues	\$ -	\$ 7,737	\$ 7,737
Sub-Total	\$ -	\$ 7,737	\$ 7,737
Capital Reserves			
TBD Technology Reserve	\$ -	\$ 13,885	\$ 13,885
Sub-Total	\$ -	\$ 13,885	\$ 13,885
MUNICIPAL ADMINISTRATION TOTAL \$ 513,042 \$ 633,623 \$ 120,581			
Note: Wages to be offset with \$51,008 from the Tax Increment Financing District			

WARRANT ARTICLE 11
FY23 BUDGET SUMMARY
COMMUNITY SERVICES - Dept. 120

Code Enforcement Operations - Division 01		FY22 Approved	FY23 Proposed	Difference
5100	Full Time Wages	\$ 109,798	\$ 123,200	\$ 13,402
5130	Allowances	\$ 2,181	\$ 1,920	\$ (261)
5140	Training	\$ 1,400	\$ 2,000	\$ 600
5150	Dues/Subscr/Licenses	\$ 750	\$ 700	\$ (50)
5600	Peer Review	\$ 5,000	\$ 5,000	\$ -
5610	Planning Board	\$ 22,200	\$ 20,500	\$ (1,700)
Sub-Total		\$ 141,329	\$ 153,320	\$ 11,991
Planning & Development - Division 02				
5620	Planning & Development	\$ 500	\$ -	\$ (500)
Sub-Total		\$ 500	\$ -	\$ (500)
Parks & Recreation - Division 03				
5150	Dues/Memberships	\$ 3,200	\$ 3,200	\$ -
5630	Snowmobile Clubs	\$ 1,000	\$ -	\$ (1,000)
5635	Park Maintenance	\$ 8,400	\$ 4,000	\$ (4,400)
5640	Parks & Rec Committee	\$ 2,100	\$ 100	\$ (2,000)
Sub-Total		\$ 14,700	\$ 7,300	\$ (7,400)
General Assistance - Division 04				
5645	Out Source Services	\$ 3,288	\$ 1,650	\$ (1,638)
5650	Assistance	\$ 1,400	\$ 1,000	\$ (400)
Sub-Total		\$ 4,688	\$ 2,650	\$ (2,038)
Social Service Agencies - Division 05				
5414	NY Veteran's Memorial Corp.	\$ 892	\$ -	\$ (892)
5601	Regional Transportation	\$ 500	\$ 500	\$ -
5603	Northern Lights Health (formerly VNA)	\$ 500	\$ 500	\$ -
5604	Maine Health Care at Home	\$ 500	\$ 500	\$ -
5605	Lifeflight	\$ 500	\$ 892	\$ 392
5606	So. Maine Agency of Aging	\$ 1,000	\$ 1,000	\$ -
TBD	Maine Public Radio	\$ -	\$ 100	\$ 100
TBD	Opportunity Alliance	\$ -	\$ 2,000	\$ 2,000
TBD	Through These Doors	\$ -	\$ 2,000	\$ 2,000
Sub-Total		\$ 3,892	\$ 7,492	\$ 3,600
Cemeteries - Division 06				
Operations				
5130	Allowances	\$ 250	\$ 250	\$ -
5140	Training	\$ 230	\$ 230	\$ -
5525	Maintenance Supplies	\$ 1,135	\$ 5,080	\$ 3,945
Sub-Total		\$ 1,615	\$ 5,560	\$ 3,945
Living Well - Division 07				
Operations				
5625	Printing, Programs, First Greeter & Misc.	\$ 1,450	\$ 1,200	\$ (250)
Sub-Total		\$ 1,450	\$ 1,200	\$ (250)
Recycling Advisory - Division 08				
Operations				
TBD	Committee Events & Supplies	\$ -	\$ 1,500	\$ 1,500
Sub-Total		\$ -	\$ 1,500	\$ 1,500

WARRANT ARTICLE 11
FY23 BUDGET SUMMARY
COMMUNITY SERVICES - Dept. 120

Tax Increment Financing

TBD Administrative Costs	\$	-	\$	15,000	\$	15,000
TBD Economic Development Committee Expenses	\$	-	\$	5,000	\$	5,000
TBD Recreation Trails (Transfer from TIF)	\$	-	\$	17,815	\$	17,815
TBD Professional Services (Transfer from TIF)	\$	-	\$	1,500	\$	1,500
Sub-Total	\$	-	\$	39,315	\$	39,315

COMMUNITY SERVICES TOTAL	\$	168,174	\$	218,337	\$	50,163
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Note: Wages to be offset with \$14,542 from the Tax Increment Financing District

WARRANT ARTICLE 12
FY23 BUDGET SUMMARY
COMMUNITY CENTER - Dept. 125

Community Center - Division 01	FY22 Approved	FY23 Proposed	Difference
5100 FT Wages	\$ 55,731	\$ 98,539	\$ 42,808
5130 Allowances	\$ 740	\$ 740	\$ -
5140 Training/Participation Fees	\$ 2,000	\$ 1,500	\$ (500)
5150 Dues/Memberships/Licenses	\$ 50	\$ 45	\$ (5)
5240 Center Contracted Services	\$ 1,000	\$ 920	\$ (80)
5242 Marketing/Printing/Advertising	\$ 1,000	\$ 1,000	\$ -
5244 Program Supplies	\$ 1,000	\$ 2,500	\$ 1,500
TBD Special Events	\$ -	\$ 16,562	\$ 16,562
COMMUNITY CENTER TOTAL	\$ 61,521	\$ 121,806	\$ 60,285

WARRANT ARTICLE 13
FY23 BUDGET SUMMARY
PUBLIC SAFETY - Dept. 130

Fire Rescue Department - Division 01	FY22 Approved	FY23 Proposed	Difference
5100 Full Time Wages	\$ 64,328	\$ 72,047	\$ 7,719
5110 Other Wages	\$ 152,988	\$ 146,587	\$ (6,401)
5130 Allowances	\$ 3,811	\$ 4,311	\$ 500
5140 Training /Education	\$ 12,125	\$ 13,775	\$ 1,650
5145 Physicals	\$ 9,030	\$ 7,140	\$ (1,890)
5150 Dues/Membership/Licenses	\$ 3,220	\$ 3,220	\$ -
Sub-Total	\$ 245,502	\$ 247,080	\$ 1,578
Operating Expenses			
5522 Equipment Maintenance / Repairs	\$ 33,465	\$ 34,743	\$ 1,278
5524 Vehicle Maintenance	\$ 26,500	\$ 25,550	\$ (950)
5526 Gas / Diesel	\$ 8,470	\$ 8,450	\$ (20)
Sub-Total	\$ 68,435	\$ 68,743	\$ 308
Contracted / Professional Services			
5528 Lifepack 15	\$ 1,710	\$ 1,710	\$ -
5530 Paramedic Services	\$ 15,900	\$ 15,900	\$ -
Sub-Total	\$ 17,610	\$ 17,610	\$ -
Operating Supplies			
5531 Medical Reimbursements	\$ 5,000	\$ 5,000	\$ -
5532 Medical Supplies	\$ 15,000	\$ 15,000	\$ -
5534 Protective Equipment	\$ 13,482	\$ 14,833	\$ 1,351
5535 Warming Shelter - EMA Emergencies	\$ 1,000	\$ 1,000	\$ -
Sub-Total	\$ 34,482	\$ 35,833	\$ 1,351
NYFRD Total	\$ 366,029	\$ 369,266	\$ 3,237
Professional / Contracted Services - Division 02			
5324 Dispatch Service	\$ 28,407	\$ 29,207	\$ 800
5326 Animal Control Services	\$ 25,544	\$ 27,205	\$ 1,661
5330 Hydrants	\$ 67,760	\$ 65,000	\$ (2,760)
5334 Speed Patrols	\$ 1,568	\$ 1,568	\$ -
5355 Streetlights	\$ 3,024	\$ 2,500	\$ (524)
Sub-Total	\$ 126,303	\$ 125,480	\$ (823)
PUBLIC SAFETY TOTAL	\$ 492,332	\$ 494,746	\$ 2,414

**WARRANT ARTICLE 14
FY23 BUDGET SUMMARY**

PUBLIC WORKS DEPARTMENT - Dept. 140

Public Works Department - Division 01	FY22 Approved	FY23 Proposed	Difference
5100 Full Time Wages	\$ 251,517	\$ 263,346	\$ 11,829
5110 Other Wages	\$ 10,813	\$ 12,931	\$ 2,118
5120 Overtime	\$ 10,000	\$ 25,000	\$ 15,000
5130 Allowances	\$ 4,722	\$ 3,115	\$ (1,607)
5140 Training	\$ 500	\$ 500	\$ -
5145 Physicals/shots	\$ 500	\$ 500	\$ -
5150 Dues/Memberships	\$ 300	\$ 300	\$ -
5160 Drug Testing	\$ 450	\$ 450	\$ -
5522 Small Equipment Repairs	\$ 5,000	\$ 5,500	\$ 500
5524 Vehicle / HE Maintenance	\$ 25,000	\$ 30,000	\$ 5,000
5526 Gas / Diesel	\$ 25,000	\$ 30,000	\$ 5,000
5534 Personal Protective Equipment	\$ 3,658	\$ 2,920	\$ (738)
5540 Radio Repairs	\$ 1,500	\$ 2,500	\$ 1,000
5542 Equipment Rentals	\$ 1,800	\$ 2,220	\$ 420
5544 Supplies	\$ 7,774	\$ 12,000	\$ 4,226
5548 Lubricants	\$ 5,045	\$ 4,420	\$ (625)
5550 Tires	\$ 5,344	\$ 10,650	\$ 5,306
5552 Signs	\$ 5,500	\$ 7,500	\$ 2,000
5554 Culverts	\$ 6,800	\$ 7,410	\$ 610
5556 Cold Patch	\$ 1,000	\$ 1,500	\$ 500
5558 Crack Sealing	\$ 3,750	\$ 4,125	\$ 375
5560 Striping	\$ 15,550	\$ 14,900	\$ (650)
5562 Sweeping/Catch Basins	\$ 3,500	\$ 2,055	\$ (1,445)
5564 Tree Cutting	\$ 3,500	\$ 3,500	\$ -
5566 Erosion Control	\$ 3,000	\$ 4,950	\$ 1,950
5568 Gravel Pit Operations	\$ 500	\$ 500	\$ -
5570 Cutting Edges	\$ 8,500	\$ 13,050	\$ 4,550
5572 Salt	\$ 50,554	\$ 56,761	\$ 6,207
5574 Liquid De-Icer	\$ 8,700	\$ 6,200	\$ (2,500)
5578 Required Safety Inspections	\$ 2,025	\$ 2,025	\$ -
Sub-Total	\$ 471,802	\$ 530,827	\$ 59,025
Capital Reserves			
TBD Roadway Reserve Use	\$ -	\$ 80,977	\$ 80,977
TBD Heavy Equipment Reserve	\$ -	\$ 32,480	\$ 32,480
Sub-Total	\$ -	\$ 113,457	\$ 113,457
Tax Increment Financing			
TBD Street Safety (Revenue from TIF)	\$ -	\$ 9,500	\$ 9,500
Sub-Total	\$ -	\$ 9,500	\$ 9,500
PUBLIC WORKS TOTAL	\$ 471,802	\$ 653,784	\$ 181,982

Note: Wages to be offset with \$10,947 from the Tax Increment Financing District

WARRANT ARTICLE 15
FY23 BUDGET SUMMARY
BUILDINGS & GROUNDS - Dept. 145

Operations - Division 01	FY22 Approved	FY23 Proposed	Difference
5110 FT Wages	\$ 38,534	\$ 36,400	\$ (2,134)
5130 Allowances	\$ 680	\$ 880	\$ 200
5516 Custodial Maintenance Supplies	\$ 5,600	\$ 6,100	\$ 500
Sub-Total	\$ 44,814	\$ 43,380	\$ (1,434)
Utilities - Division 02			
5410 Phone	\$ 5,300	\$ 5,450	\$ 150
5412 Internet	\$ 9,438	\$ 8,440	\$ (998)
5414 Electricity	\$ 5,700	\$ 16,700	\$ 11,000
5415 Solar	\$ 13,100	\$ 17,700	\$ 4,600
5416 Heat	\$ 4,000	\$ 5,000	\$ 1,000
5418 Propane	\$ 4,000	\$ 3,000	\$ (1,000)
5420 Water	\$ 4,813	\$ 4,694	\$ (119)
Sub-Total	\$ 46,351	\$ 60,984	\$ 14,633
Facility Maintenance - Division 03			
5510 Alarms	\$ 3,988	\$ 4,088	\$ 100
5512 Pest Control	\$ 2,060	\$ 2,060	\$ -
5514 Floor Mats	\$ 4,427	\$ 4,000	\$ (427)
5518 Land Fill Cover	\$ 325	\$ 325	\$ -
5520 General Repairs & Maintenance	\$ 13,400	\$ 15,200	\$ 1,800
5522 Equipment Maintenance	\$ 13,431	\$ 10,505	\$ (2,926)
Sub-Total	\$ 37,631	\$ 36,178	\$ (1,453)
Capital Reserves			
TBD Municipal Reserves	\$ -	\$ 4,109	\$ 4,109
TBD Contingency Reserve	\$ -	\$ 2,000	\$ 2,000
Sub-Total	\$ -	\$ 6,109	\$ 6,109
BUILDINGS & GROUNDS TOTAL	\$ 128,796	\$ 146,651	\$ 17,855

WARRANT ARTICLE 16
FY23 BUDGET SUMMARY
SOLID WASTE / RECYCLING - Dept. 150

Professional/Contracted Services - Division 01	FY22 Approved	FY23 Proposed	Difference
5655 MSW Disposal	\$ 68,200	\$ 72,299	\$ 4,099
5660 Recyclables Collection	\$ 68,200	\$ 72,299	\$ 4,099
5665 MSW Collection Surcharge	\$ 300	\$ 300	\$ -
5670 Ecomaine Tonage	\$ 73,121	\$ 87,908	\$ 14,787
5685 HHW Collection / Clean Up Day	\$ 8,000	\$ 10,000	\$ 2,000
5688 Garbage to Garden Composting	\$ 3,500	\$ 3,000	\$ (500)
5690 Compost & Recycling Containers	\$ -	\$ -	\$ -
TBD Recycling & Trash Informational Fair	\$ 1,500	\$ -	\$ (1,500)
SOLID WASTE/RECYCLING TOTAL	\$ 222,821	\$ 245,806	\$ 22,985

WARRANT ARTICLE 17
FY23 BUDGET SUMMARY
FIXED EXPENSES - Dept. 160

	<u>FY22 Approved</u>	<u>FY23 Proposed</u>	<u>Difference</u>
Debt Service - Division 01			
5700 Debt Service	\$ 275,400	\$ 270,150	\$ (5,250)
Sub-Total	\$ 275,400	\$ 270,150	\$ (5,250)
Employee Benefits - Division 02			
5705 Employee Wage Benefits	\$ 15,000	\$ -	\$ (15,000)
5710 Health & Life Insurance	\$ 225,755	\$ 228,876	\$ 3,121
5720 Dental Insurance	\$ 14,038	\$ 16,745	\$ 2,707
5730 ICMA Retirement	\$ 42,831	\$ 49,654	\$ 6,823
5740 FICA	\$ 71,809	\$ 84,976	\$ 13,167
5750 Workman's Compensation	\$ 35,633	\$ 39,196	\$ 3,563
5760 Unemployment	\$ 6,819	\$ 9,984	\$ 3,165
5765 Earned Pay Leave	\$ 4,426	\$ 4,986	\$ 560
5770 Educational Incentive	\$ 500	\$ 500	\$ -
Sub-Total	\$ 416,811	\$ 434,917	\$ 18,106
Municipal Insurance - Division 03			
5780 Supplemental Insurance (FF's & Volunteers)	\$ 1,949	\$ 2,046	\$ 97
5790 Property & Casualty	\$ 43,825	\$ 46,016	\$ 2,191
Sub-Total	\$ 45,774	\$ 48,063	\$ 2,289
Shared Services NY/Cumberland - Division 05			
5800 Prince Memorial Library	\$ 192,435	\$ 190,155	\$ (2,280)
5810 Recreation	\$ 129,216	\$ 81,056	\$ (48,160)
Sub-Total	\$ 321,651	\$ 271,211	\$ (50,440)
FIXED EXPENSES TOTAL	\$ 1,059,636	\$ 1,024,341	\$ (35,295)

Warrant Article 16 is a vote to accept a total of **\$ 1,024,341** of Municipal Fixed Expenses for FY23. The Education Tax and County Tax, as published by the School District and Cumberland County, respectively, are shown below. Those budgets are approved at separate elections from the Town of North Yarmouth's Annual Town Meeting.

	<u>FY22 Approved</u>	<u>FY23 Proposed</u>	<u>Difference</u>
Proposed Education Tax	\$ 8,230,390	\$ 8,818,445	\$ 588,055
Approved County Tax	\$ 395,947	\$ 376,893	\$ (19,054)

WARRANT ARTICLE 18
FY23 BUDGET SUMMARY
CAPITAL RESERVES - Dept. 220

	<u>FY22 Appropriation</u>	<u>FY23 Appropriated</u>	<u>Difference</u>
Heavy Equipment Reserve	\$ 170,000.00	\$ -	\$ (170,000)
Technology/Communications Reserve	\$ 5,000.00	\$ -	\$ (5,000)
Future Land Reserve	\$ 10,000.00	\$ 10,000	\$ -
Parks and Recreation Reserve	\$ 5,000.00	\$ -	\$ (5,000)
Municipal Facilities & Reserve	\$ 205,000.00	\$ 37,566	\$ (167,434)
Contingency Reserve	\$ 5,000.00	\$ 20,000	\$ 15,000
Roadway Reserve	\$ 335,000.00	\$ 124,723	\$ (210,277)
Records Preserve Reserve	\$ 9,613.00	\$ 5,000	\$ (4,613)
CAPITAL RESERVE TOTAL	\$ 744,613	\$ 197,289	\$ (547,324)

WARRANT ARTICLE 19

**TOWN OF NORTH YARMOUTH
Revenue Summary & FY23 Anticipated Revenues**

Acct #	REVENUE ACCOUNT	FY22 Approved	FY22 Actual July - March	FY23 Projected Revenues
4010	AGENT FEES	\$ 13,000	\$ 11,812	\$ 12,000
4020	RESCUE FEES	\$ 50,000	\$ 56,971	\$ 60,000
4030	APPEALS	\$ 50	\$ -	\$ 50
4040	BETE REIMBURSEMENT	\$ 53,685	\$ 61,609	\$ -
4050	BOAT EXCISE	\$ 5,500	\$ 2,771	\$ 4,200
4060	BUILDING PERMITS	\$ 62,000	\$ 111,875	\$ 75,000
4067	BURN PERMITS - ONLINE	\$ 200	\$ 80	\$ 200
4080	CATV FRANCHISE FEES	\$ 30,000	\$ 28,675	\$ 30,000
4090	CELL TOWER RENTAL	\$ 42,000	\$ 38,016	\$ 45,000
4100	CEO FINES	\$ -	\$ -	\$ 500
4110	CEO MISC PERMITS	\$ 4,750	\$ 450	\$ 500
4115	CEO ADMIN FEES	\$ 7,500	\$ 7,326	\$ 13,725
4120	CEO POWNAL SERVICE	\$ -	\$ -	N/A
4130	CLERK FEES	\$ 700	\$ 551	\$ 500
4140	CUSTOMER SVC FEES	\$ 350	\$ 435	\$ 350
4150	DOG LICENSES/FEES	\$ 1,550	\$ -	\$ -
4157	PARK USE PERMITS/DOGS	\$ 500	\$ 150	\$ 500
4160	ELECTRICAL PERMITS	\$ 11,000	\$ 21,576	\$ 20,000
4190	FOAA FEES	\$ -	\$ 222	\$ 200
4200	GENEOLOGY SEARCH	\$ -	\$ -	\$ 50
4210	GENERAL ASST REIMBMT	\$ 700	\$ -	\$ 700
4220	HOMESTEAD EXEMPT	\$ 323,222	\$ 323,353	\$ -
4240	INSURANCE CLAIMS	\$ -	\$ -	\$ -
4255	EMA REIMBURSEMENTS	\$ 8,000	\$ -	\$ -
4257	CARES ACT - COVID19	\$ -	\$ -	\$ -
4260	LOCAL ROAD ASSIST	\$ 25,000	\$ -	\$ 25,000
4265	PROPERTY&CASUALTY	\$ 5,000	\$ 4,982	\$ 5,000
4270	MSAD ELECTIONS	\$ 1,700	\$ -	\$ 1,700
4280	MISC REVENUES	\$ 1,200	\$ 569	\$ 1,200
4290	MOTOR VEHICLE EXCISE	\$ 950,000	\$ 776,753	\$ 950,000
4310	PEER REVIEW	\$ 1,000	\$ -	\$ -
4320	PLANNING BOARD	\$ 1,200	\$ 525	\$ 2,400
4330	PLUMBING PERMITS	\$ 10,000	\$ 13,245	\$ 18,300

WARRANT ARTICLE 19

**TOWN OF NORTH YARMOUTH
Revenue Summary & FY23 Anticipated Revenues**

Acct #	REVENUE ACCOUNT	FY22 Approved	FY22 Actual July - March	FY23 Projected Revenues
4335	PRIVATE ROAD SIGNS	\$ 300	\$ 122	\$ 300
4340	RENTAL FEES	\$ 10,200	\$ 8,075	\$ 10,200
4342	ROAD ORD. PERMITS	\$ -	\$ 250	\$ 500
4345	WH&CC FEES	\$ 51,400	\$ 21,468	\$ 77,305
TBD	TRANS. IN WH PROCEEDS	N/A	N/A	\$ 23,928
4350	REVENUE SHARING	\$ 423,770	\$ 410,156	\$ 696,729
4360	SALE OF ASSETS	\$ 2,700	\$ 984	\$ 1,000
4370	SITE PLAN REVIEW	\$ 750	\$ 500	\$ 1,500
4380	SNOW CLUB REIMBMT	\$ 1,000	\$ 1,132	\$ -
4390	SW & RECYCLING	\$ 170,000	\$ 157,319	\$ 170,000
4400	SW HAULER PERMIT	\$ 75	\$ 25	\$ 75
4420	TAX INTEREST	\$ 12,000	\$ 14,274	\$ 10,000
4430	TAX PENALTY	\$ 3,000	\$ 1,152	\$ -
4450	TIMBER HARVEST	\$ -	\$ -	\$ -
TBD	TRANSFERS IN (TIF)	\$ -	\$ -	\$ 133,049
TBD	TRANSFERS IN (UFB)	\$ -	\$ -	\$ -
TBD	TRANSFERS IN CAPITAL	\$ -	\$ -	\$ 133,451
TBD	WH&NYCC DONATIONS	\$ -	\$ -	\$ 15,000
4480	TREE GROWTH EXEMP	\$ 2,500	\$ 3,568	\$ 2,500
4485	CONSOLIDATED LEASE	\$ 6,000	\$ -	\$ 6,000
4500	VETERAN'S EXEMP	\$ 2,200	\$ 2,099	\$ 2,200
4510	VITAL STATISTICS	\$ 2,600	\$ 2,018	\$ 2,000
	Totals	\$ 2,298,302	\$ 2,085,088	\$ 2,552,812

WARRANT ARTICLE 20
FY23 BUDGET SUMMARY
AMERICAN RESCUE PLAN FUNDING

	<u>FY22 Appropriation</u>	<u>FY23 Appropriated</u>	<u>Difference</u>
Sweester Road Culvert Project	\$ -	\$ 200,000	\$ 200,000
AV Furnishings & Installations	\$ -	\$ 172,000	\$ 172,000
AMERICAN RESCUE PLAN TOTAL:	\$ -	\$ 372,000	\$ 372,000

Warrant Article 10

DEPARTMENT 110 - MUNICIPAL ADMINISTRATION

**Budget Committee
Recommendation Select Board
Decision**

ADMINISTRATION - Division 01

5100 - FT Wages:	\$	356,063		\$	356,063
\$ 102,461 Town Manager					
\$ 242,299 4 Full Time Positions (Increases)					
\$ 11,303 Video Tech					
Note: \$51,008 to be an offsetting revenue from the Tax Increment Financing Plan					
5110 - Other Wages:	\$	6,500		\$	6,500
\$ 6,500 Select Board Wages					
\$1,500 Ch., \$1,250 Member					
5120 - OT Wages:	\$	5,000		\$	5,000
\$ 5,000 Overtime Wages					
5130 - Allowances:	\$	3,290		\$	3,290
\$ 300 Town Manager					
\$ 1,310 Administration Staff					
\$ 1,680 Cell Phone Reimbursement TM (\$50/mo.), ATM (\$45/mo.), & 3 Staff (\$15/each/mo)					
Note: Federal Mileage Rate: .585 cents					
5140 - Training:	\$	1,855		\$	1,855
\$ 1,495 Town Manager/Administration Staff					
\$ 360 Boards & Committees					
5143 - Safety Fines:	\$	500		\$	500
\$ 500 MSHA (Maine Safety & Health Administration), BLS (Bureau of Labor Standards), & OSHA (Occupational Safety & Health Administration)					
5150 - Dues/Memberships:	\$	8,478		\$	8,478
\$ 1,000 ICMA - Retirement Plan					
\$ 5,480 Maine Municipal Administration (MMA)					
\$ 50 Maine Historical Society					
\$ 180 Cemeteries					
\$ 60 Maine Town & City Tax Association MTCTA (1 clerk & tax collector) - Updated 3/1/2022					
\$ 150 MTCCA, NEACTC, CCMCA (2 clerks - State, County, & Regional Associations) - Updated on 3/1/2022					
\$ 165 Maine Town & City Management Association (MTCMA)					
\$ 25 DISA - Drug Testing					
\$ 155 INFORME - Background Checks					
\$ 180 Amazon Prime - Operational Supplies					
\$ 378 BMI (music license)					
\$ 600 MPLC (motion picture license)					
\$ 55 BJ's Wholesale Club					
5210 - Postage:	\$	7,640		\$	7,640
\$ 1,800 All Departments					
\$ 2,535 Newsletters & Postcards					
\$ 710 Elections (absentee ballots)					
\$ 1,150 Homestead, & PP Notices					
\$ 300 Planning Board					
\$ 245 Permit 55 Renewal (bulk mailings)					
\$ 900 Tax Bills					

DEPARTMENT 110 - MUNICIPAL ADMINISTRATION	Budget Committee Recommendation	Select Board Decision
5212 - Registry of Deeds:	\$ 900	\$ 900
\$ 700 Property Transfers		
\$ - Property Liens & Discharges - UPDATED 3/16/2022		
\$ 200 Misc. Documents		
5214 - Advertising:	\$ 1,500	\$ 1,500
\$ 1,500 Public Hearings, Jobs, Proposal Requests, misc.		
<u>ADMINISTRATION - Division 01 (cont'd)</u>		
5216 - Software:	\$ 41,708	\$ 41,708
\$ 1,291 Adobe (Administrative Software Tools)		
\$ 50 Call-Em-All.com (Dog License Reminders)		
\$ 168 Canva (electronic design tool)		
\$ 200 Deed Plotter (3 licenses)		
\$ 250 Dropbox (Administrative Software Tools)		
\$ 2,207 FR/NIMS (emergency reporting)		
\$ 3,500 GIS - CAI Technologies - Updated (increased by \$2,500)		
\$ 15,732 Harris/Trio (Operational Software)		
\$ 175 Image Trend (EMS Reporting)		
\$ 500 Knox Box Programming		
\$ 3,195 Lexipol (annual online training - all depts)		
\$ 1,600 Mac Tool Scans (PWD)		
\$ 2,995 MyRec.com		
\$ 1,440 Pontem (Cemeteries Management)		
\$ 75 SARTOPO -UTV trail mapping		
\$ 1,890 Station Automation (fleet maintenance)		
\$ 2,300 Text My Gov		
\$ 1,700 Vision Online Access (assessing)		
\$ 400 When to Work (scheduling)		
\$ 2,040 Zoom (2 accts)		
5218 - Printing:	\$ 13,890	\$ 13,890
\$ 800 Annual Town Report		
\$ 1,900 Annual Town Meeting Public Packets		
\$ 8,675 Newsletters (6) & Postcard (2)		
\$ 600 Checks		
\$ 250 Forms		
\$ 700 Stationary/Envelopes/ACO Brochure		
\$ 750 Tax Bills (Personal Property Addition)		
\$ 215 Veterans' Day Cards		
5220 - Bank Fees:	\$ 100	\$ 100
\$ 100 Misc. Fees		
5222 - Special Events:	\$ 2,750	\$ 2,750
\$ 200 Boston Post Cane		
\$ 600 Employee Recognition and Appreciation		
\$ 1,000 FRD Open House		
\$ - PWD Open House		
\$ 450 Joint Meetings, Forums		
\$ 500 Misc.		
5224 - Office Supplies:	\$ 12,000	\$ 12,000
\$ 12,000 All depts., boards, committees, etc. - all supply types pencils to furniture		

DEPARTMENT 110 - MUNICIPAL ADMINISTRATION	Budget Committee Recommendation	Select Board Decision
5226 - Office Equipment:	\$ 5,165	\$ 5,165
\$ 3,290 Photocopier Maintenance		
\$ 985 Photocopier Overages		
\$ 250 Telephone Maintenance		
\$ 640 Postage Meter Lease		
5228 - Elections & Registrar:	\$ 8,000	\$ 8,000
\$ 590 Second Ballot Machine & Memory Stick - Annual Lease		
\$ 3,225 Ballot Printing (2 regular / 1 extra if needed - local)		
\$ 2,315 Programing (2 local ballots)		
\$ 700 Election Meals		
\$ 50 Deputy Warden		
\$ 100 Moderator		
\$ 70 Misc. Supplies		
\$ 950 CCSD (Deputy - Town Meeting Coverage)		
<u>CONTRACTED / PROFESSIONAL SERVICES - Division 02</u>		
5310 - Auditor:	\$ 15,750	\$ 15,750
\$ 15,500		
\$ 250 Fixed Assets Management Service - UPDATED 3/10/22		
5312 - Assessor:	\$ 54,702	\$ 54,702
\$ 54,702 Assessor Services & GIS fron County - UPDATED 3/14/2022		
5316 - Legal Fees:	\$ 20,000	\$ 20,000
\$ 20,000		

DEPARTMENT 110 - MUNICIPAL ADMINISTRATION

**Budget
Committee
Recommendation**

**Select Board
Decision**

CONTRACTED / PROFESSIONAL SERVICES - Division 02 cont.

5318 - Website:			\$	4,670	\$	4,670
\$	2,070	CivicPlus (website licensing, hosting, and support)				
\$	2,600	Website Analysis, Monitoring and Support (vs. Part-time position @ 54K)				
5322 - Technology:			\$	41,540	\$	41,540
SD	\$	32,575				
		Ion Networking (Weekly Maintenance, IT Support, Firewall, Cloud Backup, Email, Server Monitoring, and unforeseen outside contract support) - ADDITIONAL \$2,009 - TOWN MANAGER/DH (03/04/2022), INCLUDES KNOWB4 TRAINING				
\$	405	Remote Malware 9 users @ \$3.75/mo/unit				
\$		- Vimeo - Archived Meeting Videos				
\$	2,400	Town Hall Streams				
\$		- Broadcast Technician (Moved to Overtime Wages)				
\$	800	Annual Software Assurance Contract				
\$	2,200	Annual Cloud-based Reflection Service				
\$	1,960	Service Contract for Additional Technician Asst.				
\$	1,200	Cablecast RTMP Service				

TAX INCREMENT FINANCING

[TBD] - Administrative Costs:			\$	7,737	\$	7,737
\$	7,737	Greater Portland Council of Governments (GPCOG) - Updated				

RESERVES

[TBD] - Technology Reserve:			\$	13,885	\$	13,885
\$	5,000	Workstations				
\$	6,990	Laptops				
\$	795	General Equipment - Receipt Printers				
\$	1,100	Projector				

MUNICIPAL ADMINISTRATION TOTALS:

\$ 633,623	\$ 633,623
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Fiscal Year 2022 - 2023 Comparison

Budget Committee Recommendation : \$ 120,581 = 24 % Increase
Select Board Decision : \$ 120,581 = 24 % Increase

Warrant Article 11

DEPARTMENT 120 - COMMUNITY SERVICES	Budget Committee Recommendation	Select Board Decision
<u>PLANNING & DEVELOPMENT - Division 01</u>		
5100 - FT Wages - 2 Full Time Positions:	\$ 123,200	\$ 123,200
\$ 123,200 2 Full Time Positions (with Increases)		
5130 - Allowances:	\$ 1,920	\$ 1,920
\$ 720 Cell phone reimbursement \$45 DH/\$15 EA per month		
\$ 1,200 Mileage - 58.5 cents		
5140 - Training:	\$ 2,000	\$ 2,000
\$ 2,000		
5150 - Dues/Memberships:	\$ 700	\$ 700
\$ 700		
5600 - Engineering & Peer Review:	\$ 5,000	\$ 5,000
\$ 2,000 Peer Review		
\$ 3,000 Engineering Review		
5610 - Planning Board:	\$ 20,500	\$ 20,500
\$ 500 General Expenses		
\$ 5,000 Planning Board - Land Use Ordinance Technical Support		
\$ 15,000 Planning Technician		
Contracted Planner with 3-5 years experience and planning degree to interpret ordinances and law and to review applications. It could be a technical position where interpretation is not being done but general gathering information, report writing, and presenting information to the Planning Board.		
<u>PLANNING & DEVELOPMENT - Division 02</u>		
5620 - Economic Development:	\$ -	\$ -
\$ - General Expenses - UPDATED 3/9/2022 (MOVED TO TIF)		
<u>PARKS & RECREATION - Division 03</u>		
5150 - Dues/Membership:	\$ 3,200	\$ 3,200
\$ 1,000 Royal River Conservation Trust		
\$ 200 Railroad Crossing		
\$ 2,000 Shellfish Commission		
5630 - Snowmobile Clubs:	\$ -	\$ -
\$ - Update (4/19/2022): Removed from revenues AND expenses - recorded as a liability to be paid for maintaining the trails.		
5635 - Park Maintenance:	\$ 4,000	\$ 4,000
\$ 1,500 Park Maintenance		
\$ 1,600 Dog Waste Bags		
\$ 900 Park Portable Bathroom (\$80/Month) for three (3) Months @ Wescustogo Park, OTHP, & Chandler Brook		
5640 - Committee Expenses:	\$ 100	\$ 100
\$ - Legal Services		
\$ 100 Misc.		

DEPARTMENT 120 - COMMUNITY SERVICES**Budget Committee
Recommendation** **Select Board
Decision**

GENERAL ASSISTANCE - Division 04

5645 - Outsourced Services: \$ 1,650 \$ 1,650
\$ 1,000 Opportunity Alliance
\$ 650 Interpreter Service

5650 - General Assistance: \$ 1,000 \$ 1,000
\$ 1,000 Assistance

SOCIAL SERVICE AGENCIES - Division 05

5601 - Regional Transportation: \$ 500 \$ 500
\$ 500

5603 - Northern Light Health: \$ 500 \$ 500
\$ 500

5604 - Maine Health Care at Home: \$ 500 \$ 500
\$ 500

5605 - LifeFlight: \$ 892 \$ 892
\$ 892

5606 - So ME Agency on Aging: \$ 1,000 \$ 1,000
\$ 1,250

[TBD] - Maine Public Radio \$ 100 \$ 100
\$ 100

[TBD] - Opportunity Alliance \$ 2,000 \$ 2,000
\$ 4,000

[TBD] - Through These Doors \$ 2,000 \$ 2,000

CEMETERIES - Division 06

5130 - Allowances: \$ 250 \$ 250
\$ 250

5140 - Training: \$ 230 \$ 230
\$ 230

5525 - Maintenance Supplies: \$ 5,080 \$ 5,080
\$ 250 Annual Settings (Memorial Day & Christmas)
\$ 230 Flags (Veterans)
\$ 600 Bronze Flag Holders (12)
\$ 4,000 Monument Repair

LIVING WELL - Division 07

5625 - General Expenses: \$ 1,200 \$ 1,200
\$ 700 Kite Festival/Ice Cream Social
\$ 500 Story Walk Stories

(NEW) RECYCLING ADVISORY - DIVISION 8

(NEW) - General Expenses \$ 1,500 \$ 1,500
\$ 1,500 Committee Events & Supplies

DEPARTMENT 120 - COMMUNITY SERVICES**Budget Committee Recommendation Select Board Decision**

TAX INCREMENT FINANCING (TIF)

[TBD] - Economic Development Programs and Other Costs		\$	5,000	\$	5,000
\$ 5,000 EDSC Committee Expenses					
Administrative Costs		\$	15,000	\$	15,000
\$15,000 Planning Technician - Updated 3/18/2022					
Total Cost = \$30,000					
[TBD] - Recreational Trails (TRANSFER FROM TIF)		\$	17,815	\$	17,815
\$ 2,000 Hayes Town Forest					
\$ 3,000 Baston Park - Updated 3.17.22					
\$ 1,200 Chandler Brook Preserve					
\$ 5,000 Invasives					
\$ 5,615 Signage Upgrades					
<u>BACKUP</u> \$ 1,000 Connectivity & Survey (Railroad Crossing on Rt. 231)					
[TBD] - Professional Services (TRANSFER FROM TIF)		\$	1,500	\$	1,500
\$ 1,500 Forester Consulting Services					

COMMUNITY SERVICES TOTALS:

\$218,337	\$218,337
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Fiscal Year 2022 - 2023 Comparison**Budget Committee Recommendation Difference : \$ 50,163 = 30 % Change****Select Board Decision Difference : \$ 50,163 = 30 % Change**

Warrant Article 12

DEPARTMENT 125 – COMMUNITY CENTER

**Budget Committee
Recommendation** **Select Board
Decision**

COMMUNITY CENTER - Division 01

5100 - FT Wages - 2 Full Time Position - Director & Facility Programmer:	\$	98,539	\$	98,539
\$ 59,019 Community Center Director				
\$ 39,520 Facility Programmer				
5130 - Allowances:	\$	740	\$	740
\$ 540 Cell Phone Reimbursement (\$45/mo.)				
\$ 200 Mileage; Rate: \$.58.5				
5140 - Training/Participation Fees:	\$	1,500	\$	1,500
\$ 300 Micellaneous Training				
\$ 1,200 2 Conferences (Northern New England RPC & MRPA)				
5150 - Dues/Memberships:	\$	45	\$	45
\$ 45 Maine Recreation & Park Association Membership Fee				
5240 - Center Contracted Services:	\$	920	\$	920
\$ 320 Equipment Rentals for programs and events				
\$ 600 Vendor fees for programs (DJ's, entertainers, etc.)				
5242 - Marketing/Printing/Advertising:	\$	1,000	\$	1,000
\$ 500 Social Media & Marketing				
\$ 500 Printing				
5244 - Program Supplies:	\$	2,500	\$	2,500
\$ 500 Sports equipment, play equipment, games,				
\$ 750 Seasonal Decorations & Events				
\$ 625 Games & Craft Supplies				
\$ 625 Food				
5222 - Special Events	\$	16,562	\$	16,562
\$ 150 Movie Nights				
\$ 250 Tree Lighting				
\$ 500 Family Events				
\$ 2,662 Golf Tournament - UPDATED 3/9/2022				
\$ 250 Summer Outdoor Market				
\$ 3,000 Summer Concerts				
\$ 1,000 Sports programs				
\$ 8,750 Fun Town - UPDATED 3/9/2022				

COMMUNITY CENTER TOTALS: \$ **121,806** \$ **121,806**

Fiscal Year 2022 - 2023 Comparison

Budget Committee Difference : \$ 60,285 = 98 % Increase
Select Board Decision Difference : \$ 60,285 = 98 % Increase

Warrant Article 13

DEPARTMENT 130 - PUBLIC SAFETY	Budget Committee Recommendation	Select Board Decision
<u>130- FIRE RESCUE DEPARTMENT – Division 01</u>		
5100 – Full-time Wages – 1 Employee:	\$ 72,047	\$ 72,047
\$ 72,047 1 Full Time Position		
5110 - Other Wages:	\$ 146,587	\$ 146,587
\$ 25,500 Emergency Calls		
\$ 4,000 Maintenance Pay (Apparatus Required Checks)		
\$ 3,000 Fire Rescue Assigned (Chief's Assignments)		
\$ 7,800 Stipends & Weekend Fire Officer Coverage		
\$ 85,287 Per-Diem Coverage		
\$ 20,000 Training Pay		
\$ 1,000 Medical Director		
5130 – Allowances:	\$ 4,311	\$ 4,311
\$ 516 Uniforms – Fire Rescue Chief		
\$ 2,600 Uniforms – Department		
\$ 540 Cell Phone Re-imbusement – Fire Rescue Chief - \$45 mo.		
\$ 480 Ambulance 56 Cell Phone		
\$ 175 EZ Pass		
\$ - Mobile Hot Spot - NOW IN DEPT. 145		
5140 – Training:	\$ 13,775	\$ 13,775
\$ 3,000 FF 1 & II Programs		
\$ 3,285 Basic EMT		
\$ 3,790 Advanced EMT		
\$ 1,000 Other Trainings		
\$ 1,500 Training Supplies (books, ETC)		
\$ 1,200 APEMS Monthly CEH Training		
5145 – Annual Physicals:	\$ 7,140	\$ 7,140
\$ 7,140 35 Employees @ \$210		
5150 – Dues/Memberships/Licenses:	\$ 3,220	\$ 3,220
\$ 180 Maine Chief's Association (Chief and Deputy Dues)		
\$ 160 National Fire Protection Agency		
\$ 700 Atlantic Partners EMS (APEMS) – Regional Fees		
\$ 160 Maine EMS (Ambulance License)		
\$ 1,000 Coastal Mutual Aid		
\$ 50 Cumberland County Chief's Association		
\$ 200 International Association of Fire Chiefs		
\$ 50 New England Chief's Association (Chief and Deputy)		
\$ 720 NFPA Codes Subscription (Split half with Codes Office)		
Annual dues to professional organizations that the Fire Rescue Chief and the Department belong		
5522 – Equipment Maintenance and General Repairs:	\$ 34,743	\$ 34,743
\$ 34,743 See additional documentation.		
5524 – Vehicle Maintenance:	\$ 25,550	\$ 25,550
\$ 25,550 See additional documentation.		
5526 – Gas and Diesel:	\$ 8,450	\$ 8,450
\$ 5,200 Gasoline		
\$ 3,250 Diesel		

DEPARTMENT 130 - PUBLIC SAFETY**Budget Committee
Recommendation****Select Board
Decision**

5528 - Lifepak 15 Annual Service:			\$	1,710	\$	1,710
\$ 1,710	4-year annual maintenance service contract; ends 5/2/25					
5530 – Paramedic Services:			\$	15,900	\$	15,900
\$ 14,400	Annual Paramedic Service Contract w/Yarmouth					
\$ 1,500	Paramedic Intercepts (Approx. 5 per year)					
	For those occational times when Yarmouth is not available for service due to overload in Yarmouth.					
5531 - Medical Reimbursement:			\$	5,000	\$	5,000
\$ 5,000	EMS Collection Service					
	This line allows for invoicing and collection of our EMS services.					
	The service has substatially increased the amount of fees collected reflected in town revenues.					
5532 – Medical Supplies:			\$	15,000	\$	15,000
\$ 12,000	EMS Supplies					
\$ 3,000	Medications					

DEPARTMENT 130 - PUBLIC SAFETY

**Budget Committee
Recommendation**

**Select Board
Decision**

130- Fire Rescue Department – Division 01 cont.

5534 – Protective Clothing:			\$	14,833	\$	14,833
\$	10,148	Turnout Gear - 5 sets				
\$	2,505	Boots - 5 pairs				
\$	520	Gloves - 8 sets				
\$	360	Flash Hoods - 12				
\$	300	PPE Repairs				
\$	1,000	Misc. Equipment				
		The program has allowed us to stay in compliance with the NFPA 1851 Standard on selection and care of protective ensembles for structural firefighting. It provides each member with the most current PPE while keeping the costs the same every year vs. purchasing 43 sets all at once. The Standard recommends replacement every 5 years but allows up to 10 years before replacement.				
5535 – EMA Emergencies:			\$	1,000	\$	1,000
\$	1,000	Warming Shelter Expenses				

Contracted/Professional Services - Division 02

5324 – Dispatch Services:			\$	29,207	\$	29,207
\$	29,207	Cumberland County Regional Communications Center The 3-year contract until June 30, 2023; contract has an annual escalator of 3% per capita and also includes a \$600.00 annual "I Am Responding" license.				
5326 – Animal Control:			\$	27,205	\$	27,205
\$	23,133	Shared Animal Control Officer / Cumberland, North Yarmouth & Yarmouth UPDATED 3/9/2022				
\$	4,072	Midcoast Humane - based on \$1.00 per capita UPDATED 3/9/2022				
5330 – Hydrants:			\$	65,000	\$	65,000
\$	65,000					
5532 – Streetlights:			\$	2,500	\$	2,500
\$	2,500	UPDATED 3/8/2022 (LED Light's = SAVINGS)				
5334 - Speed Patrols:			\$	1,568	\$	1,568
\$	1,568					

PUBLIC SAFETY TOTALS:

\$494,746	\$494,746
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Fiscal Year 2022 - 2023 Comparison

Budget Committee Difference : \$ 2,414 = 0.49 % Increase
Select Board Decision Difference : \$ 2,414 = 0.49 % Increase

Warrant Article 14

DEPARTMENT 140 - PUBLIC WORKS	Budget Committee Recommendation	Select Board Decision
<u>PUBLIC WORKS DEPARTMENT - Division 01</u>		
5100 - Full Time Wages: 5 Full Time Employees	\$ 263,346	\$ 263,346
\$ 263,346 Public Works Director & Staff		
Note: \$10,947 to be an offsetting revenue from the Tax Increment Financing Plan		
5110 - Other Wages: 1 Part Time Employee (600 hrs.)	\$ 12,931	\$ 12,931
\$ 11,451 5.9% COLA increase		
\$ 564 Increases		
\$ 916 Winter on-call & earned pay leave		
5120 - Overtime:	\$ 25,000	\$ 25,000
\$ 25,000		
5130 - Allowances:	\$ 3,115	\$ 3,115
\$ 25 Ez-Pass		
\$ 1,260 Cell Phone Reimbursement (DH \$45 mo./1 Staff \$15 mo.)		
\$ 1,830 Uniforms - 5 employees / includes delivery = \$31.64 UPDATED 3/15/22		
5140 - Training:	\$ 500	\$ 500
\$ 250 American Public Works Association (APWA)		
\$ 250 Maine Safety & Health Administration (MSHA)		
5145 - Physicals/shots: (Mandatory)	\$ 500	\$ 500
\$ 500		
5150 - Dues/Memberships:	\$ 300	\$ 300
\$ 110 Public Works Maine Chapter		
\$ 190 American Public Works Chapter		
5160 - Drug Testing:	\$ 450	\$ 450
\$ 450 Random Drug Testing / Mandatory (\$25 per test)		
5522 - Equipment Maintenance:	\$ 5,500	\$ 5,500
\$ 5,500 General Equipment Maintenance		
\$ - Small Plate Compactor - MOVED TO CIP's 3/9/2022		
5524 - Vehicles/Heavy Equipment Repairs:	\$ 30,000	\$ 30,000
\$ 30,000		
5526 - Gas/Diesel:	\$ 30,000	\$ 30,000
\$ 21,175 Diesel		
\$ 6,750 Gas		
\$ 1,200 Diesel Exhaust Fluid (Moved from 5548 - Lubricants/Grease)		
\$ 875 Fuel Treatment (Moved from 5548 - Lubricants/Grease)		

DEPARTMENT 140 - PUBLIC WORKS**Budget Committee
Recommendation****Select Board
Decision**

5534 - Personnel Protective Equipment:**\$ 2,920 \$ 2,920**

\$ 100 Hearing Protection
\$ 100 Safety Glasses
\$ 160 Safety Vests
\$ 1,500 Safety Shoes (6 pairs @\$250)
\$ 100 Gloves
\$ 180 Rain Gear
\$ 270 Chain Saw Safety
\$ 120 Hard Hats
\$ 30 Respirators
\$ 360 Winter Safety Jackets

5540 - Radio Repairs:**\$ 2,500 \$ 2,500**

\$ 1,500 General repairs
\$ 969 New Radio for Sidewalk Plow

5542 - Equipment Rentals:**\$ 2,220 \$ 2,220**

\$ 1,800 Misc.
\$ 420 Welding Bottles

5544 - General Supplies:**\$ 12,000 \$ 12,000**

\$ 12,000 Equipment Maintenance

DEPARTMENT 140 - PUBLIC WORKS

**Budget Committee
Recommendation**

**Select Board
Decision**

PUBLIC WORKS DEPARTMENT - Division 01 cont.

5548 - Lubricating oil/grease:		\$	4,420	\$	4,420
\$	416 Grease				
\$	104 Gear Oil				
\$	1,265 Hydraulic Oil				
\$	1,210 Motor Oil				
\$	450 Transmission Oil				
\$	125 Bar & Chain Oil/ 2 Cycle Oil				
\$	- Diesel Exhaust Fluid (Moved to 5526 - Gas/Diesel)				
\$	- Fuel Treatment (Moved to 5526 - Gas/Diesel)				
\$	850 Contaminated Waste Oil				
5550 - Tires:		\$	10,650	\$	10,650
\$	4,420 (8) New Tires				
\$	2,400 (4) Light Truck Tires				
\$	480 (4) Trailer Tires				
\$	1,910 Loader Rim				
\$	1,439 4 Aluminum Rims (11R/22.5)				
5552 - Road Signs:		\$	7,500	\$	7,500
\$	1,374 Flashing Cross Walk Sign Repairs				
\$	4,674 Posts, Hardware, & Signs				
\$	1,452 (4) "Work Zone" Signs				
5554 - Culverts/Slip Liners:		\$	7,410	\$	7,410
\$	3,270 12" Culverts (Includes 20% increase)				
\$	4,140 15" Culverts (Includes 20% increase)				
5556 - Cold Patch:		\$	1,500	\$	1,500
\$	1,500				
5558 - Crack Sealing:		\$	4,125	\$	4,125
\$	4,125				
5560 - Striping:		\$	14,900	\$	14,900
\$	14,900				
5562 - Sweeping/Catch Basin Cleaning:		\$	2,055	\$	2,055
\$	2,055 Three (3) Replacement Brooms				
5564 - Tree Cutting:		\$	3,500	\$	3,500
\$	3,500				
5566 - Erosion Control:		\$	4,950	\$	4,950
\$	4,950 One (1) pallet of hydro seed mix; conservation mix grass seed; One (1) pallet of erosion control mat/staples; thirty (30) bails of mulch hay				
5568 - Gravel Pit Operations:		\$	500	\$	500
\$	- 3,937 yards of crushed gravel - MOVED TO CIP's (ROADWAY RESERVES)				
\$	500				

DEPARTMENT 140 - PUBLIC WORKS**Budget Committee
Recommendation****Select Board
Decision**

5570 - Cutting Edges:\$ 13,050 Cutting Edges: Fisher V Plow, Nordex, plows, wings, sidewalk
edges, loader buckets, grader, excavator, and mower flails

\$ 13,050 \$ 13,050

5572 - Salt:\$ 55,609 842 tons @ \$60.04 GPCOG pricing
\$ 1,152 Ice Melt for walkways

\$ 56,761 \$ 56,761

5574 - Liquid De-icer:\$ 6,200 Magic Minus Zero (4,000 gallons)
\$ - Salt Brine

\$ 6,200 \$ 6,200

5578 - Required Safety Inspections:\$ 690 Gantry Crane and Torches
\$ 550 Plasma Cutter and Welders (5 units at \$110.00 per unit)
\$ 540 Column Lift
\$ 70 Truck Inspection Stickers
\$ 175 Pressure Washer

\$ 2,025 \$ 2,025

DEPARTMENT 140 - PUBLIC WORKS**Budget Committee
Recommendation****Select Board
Decision**

CAPITAL RESERVES - ROADWAY RESERVES**[TBD] - Roadway Reserves:****\$ 80,977 \$ 80,977**

\$ 55,977 Milliken Road

\$ 25,000 Gravel Processing

FY22: Raised \$335,000 for Roadway Reserve

NOTE: \$124,723 to be appropriated in Capital Reserves for North Road and scheduled to be completed in FY24

[TBD] - Heavy Equipment Reserve:**\$ 32,480 \$ 32,480**

\$ 18,240 Portable Traffic Signs - Four (4) weeks of hiring a flagging company would pay for the cost of the digital signs. (MOVED TO CIP's - HEAVY EQUIPMENT RESERVE)

\$ 11,980 New Radio System (MOVED TO CIP'S)

\$ 2,260 Small Equipment - Small Plate Compacter - **UPDATED 3/9/22****TAX INCREMENT FINANCING (TIF)****[TBD] - Street Safety: (TRANSFER FROM TIF)****\$ 9,500 \$ 9,500**

\$ 6,500 (2) Speed Signs - Gray Road

\$ 3,000 Increase is for hot mix asphalt for ADA Sidewalk Improvements, Walkway repair at Town Office, Wescustogo Hall, and on Cumberland Road. - MOVED TO TIF

PUBLIC WORKS TOTALS:

\$653,784	\$653,784
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Fiscal Year 2022 - 2023 Comparison**Budget Committee Difference : \$ 181,982 = 39 % Increase**
Select Board Decision Difference : \$ 181,982 = 39 % Increase

Warrant Article 15

DEPARTMENT 145 – BUILDINGS AND GROUNDS

**Budget Committee
Recommendation Select Board
Decision**

OPERATIONS - Division 01

5100 - FT Wages – 1 Full Time Position	\$	36,400	\$	36,400
\$ 36,400				
5130 - Allowances	\$	880	\$	880
\$ 300 Mileage				
\$ 180 Cellphone (\$15 mo.)				
\$ 400 Uniform Costs (shirts)				
5516 - Custodial Supplies:	\$	6,100	\$	6,100
\$ 5,600 Supplies				
\$ 500 Custodial Equipment				

UTILITIES - Division 02

5410 - Telephone:	\$	5,450	\$	5,450
\$ 5,450 9 Lines (Avg. Monthly cost - \$ 589.00); \$65 per line				
5412 - Internet (& Cable):	\$	8,440	\$	8,440
\$ 6,196 Internet for all Facilities				
\$ 2,244 Hot Spots (AT&T) 5 = 4 /FRD - 1/ TO				
Internet connections are required in specific FRD apparatus due to the State changing the EMS Personal Care report program. Internet is also needed to transmit data from the Lifepak monitor. Hot spots provide the duty officer access to many programs utilized by the department that significantly beneficial when running a scene on weekends. As almost all programs are now online, the goal is to have this existing in all department apparatus.				
5414 - Electricity	\$	16,700	\$	16,700
\$ 16,700 All facilities				
Town Office				
Public Works Garage & Office				
Fire Rescue Station				
Community Center				
Veteran's Memorial - UPDATED 03/09/22				
5415 - Solar Panel Lease	\$	17,700	\$	17,700
\$ 17,700 Blue Haven Solar				
5416 - Heating Fuel	\$	5,000	\$	5,000
\$ 5,000 FRD & PWD				
Fire Rescue Station				
Public Works Garage & Office				
5418 - Propane	\$	3,000	\$	3,000
\$ 3,000 Generators - All Facilities				
Fire Rescue Station				
Public Works Garage & Office				
Community Center				
Town Office				

Final Budget
April 30, 2022

DEPARTMENT 145 – BUILDINGS AND GROUNDS**Budget Committee
Recommendation****Select Board
Decision**

5420 - Water

\$ 405 Fire Rescue
\$ 217 Public Works
\$ 217 Town Office

Community Center
\$ 3,285
\$ 570 Walnut Hill Cemetery & Water Fountain located at Rt. 9 & 115
(moved from Community Services/Cemeteries), & Veteran's
Memorial)

\$ 4,694 \$ 4,694**FACILITY MAINTENANCE - 03****5510 - Alarm Systems:**

\$ 747 Fire Rescue
\$ 1,050 Public Works
\$ 747 Town Office
\$ 1,044 Community Center
\$ 500 Service Calls

\$ 4,088 \$ 4,088**5512 - Pest Control:**

\$ 540 Fire Rescue
\$ 160 Sharp House
\$ 660 Town Office
\$ 700 Community Center

\$ 2,060 \$ 2,060**5514 - Floor Mats:**

\$ 900 Fire Rescue
\$ 600 Public Works
\$ 900 Town Office
\$ 1,600 WH&NYCC

\$ 4,000 \$ 4,000**5518 - Land Fill:**

\$ 325 Mowing

\$ 325 \$ 325**5520 - General Repairs:**

\$ 350 Flag Replacement

Landscaping
\$ 3,600
\$ 4,500 Browntailed Moth Treatment (Town Grounds ONLY) - **UPDATED 3/9/2022**
\$ 6,750 Misc. Repairs

\$ 15,200 \$ 15,200

DEPARTMENT 145 – BUILDINGS AND GROUNDS

Budget Committee Recommendation Select Board Decision

5522 - Equipment Maintenance:		\$	10,505	\$	10,505
\$	1,300	Basketball Hoops Annual Inspection WH&NYCC			
\$	325	Boiler Licensing & Inspections			
\$	1,855	Fire Extinguisher Inspections			
\$	1,000	FRD Garage Door Srvcing,light bulb replacement & Misc.			
\$	1,000	Furnace / Boilers Maintenance (FRD/PWD)			
\$	1,975	Generator Maintenance (FRD/PWD/TO/WH&CC)			
		\$500 - FRD Station Generator			
		\$650 - Wescustogo Hall & North Yarmouth Community Center			
		\$825 - Town Office and Public Works Garage and Office			
\$		- Heat pumps Bi-annual Service - all units			
\$	2,400	Heat pumps Annual Service - WH&NYCC			
\$		- Septic Maintenance (all facilities to be pumped FY 2022)			
\$	650	Sprinkler Systems (TO/WH&CC)			

CAPITAL RESERVES - TOWN OFFICE & TOWN GROUNDS

[TBD] - Municipal Facilities Reserve		\$	4,109	\$	4,109
\$		- Sprinkler System PWD/Includes PWD Office			
\$	4,109	Sand & Salt Shed Door			
[TBD] - Municipal Facilities Reserve		\$	2,000	\$	2,000
\$	2,000	Walnut Hill Parkway Association Dues/Maintenance			

BUILDINGS & GROUNDS TOTALS: **\$ 146,651** **\$ 146,651**

Fiscal Year 2022 - 2023 Comparison

Budget Committee Difference : \$ 17,855 = 14 % Increase
Select Board Difference : \$ 17,855 = 14 % Increase

Warrant Article 16

DEPARTMENT 150 - SOLID WASTE/RECYCLING

**Budget Committee
Recommendation**

**Select Board
Decision**

SOLID WASTE/RECYCLING - Division 01

5655 - Solid Waste Disposal

Based on 3% increase on most recent contract

\$ 72,299 \$ 72,299

5660 - Recyclables Collection/Disposal

Based on 3% increase on most recent contract

\$ 72,299 \$ 72,299

5665 - MSW Collection Surcharge

\$ 300 \$ 300

5670 - Ecomaine Tonnage

Solid Waste - 894/tons annually @ 79.50/ton
Recycling - 480/tons annually @ 35.00/ton

\$ 87,908 \$ 87,908

5685 - Clean Up Day

\$ 10,000 \$ 10,000

5688 - Garbage to Garden

\$ 3,000 \$ 3,000

SOLID WASTE & RECYCLING TOTALS: \$ 245,806 \$ 245,806

Fiscal Year 2022 - 2023 Comparison

Budget Committee Recommendation Difference : \$ 24,485 = 11 % Increase

Select Board Decision Difference : \$ 24,485 = 11 % Increase

Warrant Article 17

DEPARTMENT 160 - FIXED EXPENSES

	Budget Committee Recommendation	Select Board Decision
<u>DEBT SERVICE - Division 01</u>		
5700 - Debt Service	\$ 270,150	\$ 270,150
\$ 270,150		
<u>EMPLOYEE BENEFITS - Division 02</u>		
5710 - Health & Life Insurance	\$ 228,876	\$ 228,876
\$ 228,876		
5720 - Dental Insurance	\$ 16,745	\$ 16,745
\$ 16,745		
5730 - ICMA Retirement	\$ 49,654	\$ 49,654
\$ 49,654		
5740 - FICA	\$ 84,976	\$ 84,976
\$ 84,976		
5750 - Worker's Compensation	\$ 39,196	\$ 39,196
\$ 39,196		
5760 - Unemployment	\$ 9,984	\$ 9,984
\$ 9,984		
5765 - Earned Pay Leave	\$ 4,986	\$ 4,986
\$ 4,986 New Law 1/1/21		
5770 - Educational Incentive	\$ 500	\$ 500
\$ 500		
<u>MUNICIPAL INSURANCE - Division 03</u>		
5780 - Supplemental Insurance	\$ 2,046	\$ 2,046
\$ 1,678 Firefighters		
\$ 193 Volunteers		
\$ 175 Mechanics Tools		
5790 - Property & Casualty	\$ 46,016	\$ 46,016
\$ 46,016		
<u>EDUCATION - Divison 04</u>		
5830 - Education	\$ 8,818,445	\$ 8,818,445
\$ 8,818,445		
<u>NY/C SHARED SERVICES - Division 05</u>		
5800 - Prince Memorial Library	\$ 190,155	\$ 190,155
\$ 190,155 UPDATED --> 3/16/2022 from \$192,900		
5810 - Recreation	\$ 81,056	\$ 81,056
\$ 81,056 UPDATED --> 3/16/2022 from \$82,230		
<u>COUNTY TAX - Division 06</u>		
5840 - County Tax	\$ 376,893	\$ 376,893
\$ 376,893		

FIXED EXPENSES TOTALS (WITHOUT SCHOOL & COUNTY TAX): \$ 1,024,341 \$ 1,024,341

Fiscal Year 2022 - 2023 Comparison

Budget Committee Difference : \$ - 20,295 = 2 % Decrease

Select Board Difference : \$ - 20,295 = 2 % Decrease

Final Budget
April 30, 2022

Warrant Article 18

DEPARTMENT 220 - CAPITAL RESERVES	Expense Budget Fiscal Year 2022	Proposed Appropriations FY23
<u>SUMMARY OF APPROPRIATIONS</u>		
Heavy Equipment Reserve		
[TBD] - Heavy Equipment Reserve (FRD/PWD) \$ - No needed appropriation	\$ 170,000	\$ -
Fund Balance (As of February 18, 2022) = \$ 390,139		
Technology and Communications Reserve		
[TBD] - Technology and Communications Reserve \$ - No needed appropriation	\$ 5,000	\$ -
Fund Balance (As of February 18, 2022) = \$ 34,463		
Future Land Reserve		
[TBD] - Future Land Reserve \$ 10,000 To replenish FY22 expense on former Baston Property Acquisition	\$ 10,000	\$ 10,000
Fund Balance (As of February 18, 2022) = \$ 19,509		
Parks and Recreation Reserve		
[TBD] - Parks and Recreation Reserve \$ - Planned reserve expenses moved to Tax Increment Financing Plan	\$ 5,000	\$ -
Fund Balance (As of February 18, 2022) = \$ 50,977		
Municipal Facilities & Reserve		
[TBD] - Municipal Facilities Reserve \$ 37,566 For planned purchase per PPA agreement of solar array in FY26 for a total amount of \$150,264	\$ 205,000	\$ 37,566
Fund Balance (As of February 18, 2022) = \$ 351,462		
Contingency Reserve		
[TBD] - Contingency Reserve \$ 20,000 To replenish reserve from unplanned expense to Walnut Hill Parkway Association	\$ 5,000	\$ 20,000
Fund Balance (As of February 18, 2022) = \$ 11,165		
Roadway Reserve		
[TBD] - Roadway Reserve \$ 124,723 To fund future chip sealing and paving of North Road (Fiscal Year 2024)	\$ 335,000	\$ 124,723
Fund Balance (As of February 18, 2022) = \$ 121,354		
Records Preservation Reserve		
[TBD] - Records Preservation Reserve \$ 5,000 To fund reserve	\$ 9,613	\$ 5,000
Fund Balance (As of February 18, 2022) = \$ (62)		
CAPITAL IMPROVEMENT RESERVE TOTALS:		
	\$ 744,613	\$ 197,289

Select Board & Budget Committee Appropriation Difference : \$ - 547,324 = 74 % Decrease

SUMMARY OF EXPENSES

Department 110 - Municipal Administration

\$ 58,745

5910-12 Administrative Costs

\$ 33,434 \$58,745

\$51,008 Town Manager, Executive Assistant, Assessor, Deputy Clerk
 \$7,737 Greater Portland of Council Governments (GPCOG) Dues -
 Updated 3/23/2022

Department 120 - Community Services

\$ 53,857

5910-12 Administrative Costs

\$ 10,661 \$29,542

\$14,542 Code Enforcement Officer & Executive Assistant
 \$15,000 50% Planner Wages - Updated 3/18/2022

5910-02 Recreational Trails

\$ 5,500 \$ 17,815

\$ - Park Amenities
 \$ 2,000 Hayes Town Forest - Development/Management: Trail systems,
 invasives, kiosk, maps, boardwalks, signage, etc.
 \$ 3,000 Baston Park - Updated 3/17/2022
 Chandler Brook Preserve - Management plan, signage for
 \$ 1,200 explanation of the goal of efforts on the lower field to naturalize
 is a flora and fauna, milkweed planting
 5,000 Invasives
 \$ 5,615 Signage Upgrades - Updated 03/23/2022
 \$ 1,000 Connectivity

5910-11 Professional Service Costs

N/A \$ 1,500

\$ 1,500 Forester Consulting Services

5910-13 Economic Development Programs and Other Costs

\$ 25,000 \$ 5,000

\$ 5,000 Economic development programs and events, marketing (pitch
 package), signage, advertising costs, and the support of
 economic development efforts, and technology needs.

5910-11 Professional Service Costs

\$ 92,000 \$ -

\$ - Economic Development Consultant
 \$ - Legal, Assessing, other

SPECIAL FUNDS 400 - VILLAGE CENTER TIF DISTRICT

**Expense Budget
Fiscal Year 2022**

**Proposed
FY23**

Department 145 - Public Works

\$ 20,447

[TBD] - Administrative Costs

\$ 20,905

\$10,947

\$10,947 Public Works Director

[TBD] - Street-related Public Safety Measures and Village Area Amenities

\$ 100,000

\$ 9,500

- \$ - Master Village Plan Engineering
- \$ - Traffic Calming
- \$ - Street Beautifications
- \$ - Improvements: Rt. 9 to former Hazelton property
- \$ 6,500 (2) Speed Signs - Gray Road
- \$ 3,000 Increase is for hot mix asphalt for ADA Sidewalk Improvements, Walkway repair at Town Office, Wescustogo Hall, and on Cumberland Road. - MOVED TO TIF

[TBD] - Sidewalks and Streetscape Projects

- \$ - Pedestrian Safety - any pieces of full build out of the Village Cent (i.e. crosswalk landing improvements, sections of sidewalks) \$ 100,000

\$ -

TAX INCREMENT FINANCING DISTRICT TOTALS: \$ 387,500 \$133,049

Fiscal Year 2021 & 2022 Expense Differences : \$ - 254,451 = 66 % Decrease

SUMMARY OF EXPENSES**Heavy Equipment Reserve**

[TBD] - Heavy Equipment Reserve (FRD/PWD)			\$ 228,662	\$ 32,480
\$ 18,240	Portable Traffic Signs - Four (4) weeks of hiring a flagging company would pay for the cost of the digital signs. (MOVED TO CIP's - HEAVY EQUIPMENT RESERVE)			
\$ 11,980	New Radio System (MOVED TO CIP'S)			
\$ 2,260	Small Equipment - Small Plate Compacter - UPDATED 3/9/22			
	Fund Balance (As of February 18, 2022) = \$ 390,139			

Technology and Communications Reserve

[TBD] - Technology and Communications Reserve			\$ 21,000	\$ 13,885
\$ 5,000	Workstations			
\$ 6,990	Laptops			
\$ 795	General Equipment - Receipt Printers			
\$ 1,100	Projector			
	Fund Balance (As of February 18, 2022) = \$ 34,463			

Parks and Recreation Reserve

220-24 Parks and Recreation Reserve			\$ 20,000	\$ -
\$ -	- Planned reserve expenses moved to Tax Increment Financing Plan			
	Fund Balance (As of February 18, 2022) = \$ 50,977			
	<i>Note: Expense for FY23 to be taken out of TIF expenses</i>			

Municipal Facilities Reserve

[TBD] - Municipal Facilities Reserve			\$ 450,000	\$ 6,109
\$ 6,109	Siding & Trim for Town Office and Sharp House; Shingle and Window Replacement for Sharp House; Sprinkler System at Public Works Department.			
	Fund Balance (As of February 18, 2022) = \$ 351,462			

Contingency Reserve

[TBD] - 220-25 Contingency Reserve			\$ 3,000	\$ -
\$ -	- To replenish reserve from unplanned expense to Walnut Hill Parkway Association			
	Fund Balance (As of February 18, 2022) = \$ 11,165			

DEPARTMENT 220 - CAPITAL RESERVES**Expense Budget
Fiscal Year 2022****Proposed
Expenses
FY23**

Roadway Reserve

[TBD] - Roadway Reserve	\$	333,889	\$	80,977
\$ 80,977 Milliken Road and Gravel Pit Expenditures.				

Fund Balance (As of February 18, 2022) = \$ 121,354

Records Preservation Reserve

[TBD] - Records Preservation Reserve	\$	9,787	\$	-
\$ - To fund reserve				

Fund Balance (As of February 18, 2022) = \$ (62)

CAPITAL EXPENSE TOTALS:

\$ 1,066,338	\$ 133,451
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Fiscal Year 2021 & 2022 Expense Differences : \$ - 932,887 = 87 % Decrease