## PUBLIC SAFETY



## POLICE ADMINISTRATION

DEPARTMENT: POLICE ADMINISTRATION

| Acct <br> No | Account Name | $\begin{gathered} \text { Actual } \\ \text { 2011-2012 } \end{gathered}$ | $\begin{gathered} \text { Budget } \\ 2012-2013 \end{gathered}$ | Estimated <br> 2012-2013 | Proposed 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 264,279 | 262,113 | 256,885 | 269,189 |  |
| 131-1 | DEPARTMENT: POLICE ADMI | RATION |  |  |  |  |
| 131-1-4010 | FULL-TIME SALARIES | 184,527 | 188,344 | 188,344 | 192,111 | Provides for 93\% of the Police Chief's salary, 90\% of the public safety Admin Assistant's salary, and $100 \%$ of Lieutenant's salary. |
| 131-1-4050 | HEALTH INSURANCE | 27,203 | 29,065 | 24,487 | 27,424 | Provides department's share of actual health insurance premiums. Healthcare budget is no longer allocated by the old fixed allocation methodology. |
| 131-1-4060 | RETIREMENT | 8,816 | 8,596 | 8,596 | 14,408 | Provides department's actual share of retirement. Retirement is no longer allocated by the old fixed allocation methodology. |
| 131-1-4070 | SOCIAL SECURITY | 13,753 | 14,408 | 14,408 | 14,696 | Employer's share of Social Security. |
| 131-1-5010 | POSTAGE | 777 | 700 | 600 | 600 | Funds for department's postage. |
| 131-1-5040 | EDUCATIONAL/MEETING | 266 | 2,200 | 2,200 | 2,200 | $\$ 1700$ for national conference and $\$ 500$ for local administrative trainings and educational programs. |
| 131-1-5060 | PRINTING | 252 | 200 | 350 | 350 | Funds for the printing of department forms and printed material. |
| 131-1-5080 | LEGAL/ADVERTISING | 350 | 500 | 500 | 400 | Funds for advertising expenses. |
| 131-1-5310 | VEHICLE MAINTENANCE | 1,013 | 800 | 800 | 800 | Funds for vehicle maintenance of the chief's vehicle beyond costs associated with fuel and lube. |
| 131-1-5340 | OFFICE MACHINE MAINTENANCE | 200 | 400 | 400 | 0 | Copier and printer maintenance is now in IT. |

DEPARTMENT: POLICE ADMINISTRATION

| Acct <br> No | Account Name | $\begin{gathered} \text { Actual } \\ \text { 2011-2012 } \end{gathered}$ | $\begin{gathered} \text { Budget } \\ 2012-2013 \end{gathered}$ | Estimated 2012-2013 | Proposed 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 264,279 | 262,113 | 256,885 | 269,189 |  |
| 131-1 | DEPARTMENT: POLICE ADMIN | RATION |  |  |  |  |
| 131-1-5800 | DUES \& MEMBERSHIPS | 285 | 600 | 600 | 600 | Provides funds for dues to various law enforcement associations: Maine Chiefs of Police (Chief and Lieutenant, \$200), IACP (Chief and Lt. \$200), FBI National Academy Associates (Chief \& Lt. \$200). |
| 131-1-5900 | OTHER CONTRACTUAL SERVICES | 7,917 | 10,000 | 10,000 | 9,500 | Provides funds to cover the cost of physical and psychological exams for new hires, fees for acquiring background reports, and other minor miscellaneous contractual services. The annual fee of $\$ 8,100$ for FY 14 for the Regional Crime Lab at Portland PD is taken from this account. |
| 131-1-6010 | OFFICE SUPPLIES | 1,063 | 1,500 | 1,500 | 1,500 | Funds for administration office supplies. The increase is due to the increase in the cost of office products. |
| 131-1-6130 | MOTOR FUEL AND LUBRICANTS | 2,492 | 3,000 | 2,800 | 2,800 | Funds for gasoline and lubricants for police chief's vehicle (hybrid). |
| 131-1-6900 | OTHER COMMODITIES | 1,265 | 1,800 | 1,300 | 1,800 | Funds for the purchase of criminal statutes, concealed firearms permits, bulletins, training materials, office medical supplies and misc. costs. |
| 131-1-7010 | TRANSFER TO OFFICE RESERVE | 1,540 | 0 | 0 | 0 | This account has been discontinued. |
| 131-1-7015 | TRANSFER TO VEHICLE/EQUIPMENT RESERVE | 2,500 | 0 | 0 | 0 | This account has been discontinued. |

DEPARTMENT: POLICE ADMINISTRATION

| Acct <br> No | Account Name | $\begin{array}{\|c\|} \text { Actual } \\ 2011-2012 \end{array}$ | $\begin{gathered} \text { Budget } \\ 2012-2013 \end{gathered}$ | Estimated <br> 2012-2013 | Proposed 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 264,279 | 262,113 | 256,885 | 269,189 |  |
| 131-1 | DEPARTMENT: POLICE ADMINISTRATION |  |  |  |  |  |
| 131-1-7030 | TRANSFER TO COMPUTER RESERVE | 10,060 | 0 | 0 | 0 | This account has been discontinued. |

## PATROL

DEPARTMENT: PATROL

| Acct <br> No | Account Name | Actual 2011-2012 | Budget 2012-2013 | Estimated 2012-2013 | Proposed 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 1,132,112 | 1,098,393 | 1,079,000 | 1,167,279 |  |
| 131 | DEPARTMENT: PATROL |  |  |  |  |  |
| 131-4010 | FULL-TIME SALARIES | 555,045 | 601,382 | 601,000 | 646,432 | provides for the salaries of 3 Sergeants, 9 Patrol Officers, and $30 \%$ of the School Resource Officer. Reflects COLA and contract adjustments. |
| 131-4020 | PART-TIME SALARIES | 9,524 | 9,500 | 9,500 | 9,500 | Salaries for reserve officers and members of the fire/ police unit. This account supports the increased use of reserve officers' training and details. The department now utilizes 8 reserve officers. |
| 131-4025 | OVERTIME-COURT TIME | 2,195 | 2,200 | 3,800 | 4,000 | Reimburses the 3 hour minimum overtime for attendance at court, per collective bargaining. Former changes in procedure at District Court provides no control of when our officers appear in court. We have seen an increase in the amount of court appearances this year creating more OT for court, thus the variance. |
| 131-4030 | OVERTIME | 82,919 | 85,000 | 80,000 | 88,000 | Provides overtime for coverage of vacant patrol shifts due to vacations, holidays, illness, officers attending training, etc. This account has been increased by $\$ 3,000$ to cover the cost of officers at Council and School Board meetings. |
| 131-4040 | H.V.S. LEAVE BUYOUT | 0 | 4,000 | 250 | 500 | Provides funds for officer requests of buying back vacation or sick time, per collective bargaining. This line has not been used for many years, but the union has a request in the bargaining process for the ability to buy back time. |
| 131-4050 | HEALTH INSURANCE | 121,079 | 126,838 | 126,838 | 147,951 | Provides department's share of actual health insurance premiums. Healthcare budget is no longer allocated by the old fixed allocation methodology. |

DEPARTMENT: PATROL

| Acct <br> No | Account Name | Actual 2011-2012 | Budget 2012-2013 | Estimated 2012-2013 | Proposed 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 1,132,112 | 1,098,393 | 1,079,000 | 1,167,279 |  |
| 131 | DEPARTMENT: PATROL |  |  |  |  |  |
| 131-4060 | RETIREMENT | 37,251 | 37,514 | 37,514 | 41,041 | Provides department's actual share of retirement. Retirement is no longer allocated by the old fixed allocation methodology. |
| 131-4070 | SOCIAL SECURITY | 48,213 | 53,709 | 53,133 | 57,255 | Employer's share of Social Security. |
| 131-4200 | UNALLOCATED | 1,400 | 3,300 | 15 | 0 | This account should be eliminated as the stipends are now in the hourly rate and should be reflected in the salary line. |
| 131-5030 | TRANSPORTATION | 53 | 100 | 150 | 200 | Transportation expenses to attend training seminars and parking fees at the County garage when officers attend court. |
| 131-5040 | EDUCATIONAL/MEETING | 7,383 | 7,000 | 4,000 | 7,000 | Provides training seminar fees for officers. Currently, the State Academy Board of Trustees has mandated that all officers attend 40 hours of training on a bi-annual basis. $\$ 2,000$ Provides the fee from JPMA for the mandatory on-line training. $\$ 5,000$ for additional training sessions that must be attended in person. It was anticipated we would need to send an officer to MCJA which did not occur. |
| 131-5060 | PRINTING | 1,955 | 2,000 | 2,000 | 2,000 | Provides the costs of various forms and printing needs. |
| 131-5080 | LEGAL/ADVERTISING | 440 | 500 | 300 | 500 | Advertising costs for parking bans and misc. resident notices. |
| 131-5310 | VEHICLE MAINTENANCE | 29,812 | 32,000 | 32,000 | 34,000 | Provides for the cost of maintenance of the department's six marked police cruisers, three unmarked vehicles, as well as the police/town's general purpose car. Insurance deductible for cruiser accidents now comes out of this account which is reflected in the increase. Also the billing from DPW varies from year to year. |

DEPARTMENT: PATROL

| Acct <br> No | Account Name | $\begin{gathered} \text { Actual } \\ \text { 2011-2012 } \end{gathered}$ | $\begin{gathered} \text { Budget } \\ \text { 2012-2013 } \end{gathered}$ | Estimated 2012-2013 | Proposed 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 1,132,112 | 1,098,393 | 1,079,000 | 1,167,279 |  |
| 131 | DEPARTMENT: PATROL |  |  |  |  |  |
| 131-5300 | EQUIPMENT MAINTENANCE | 0 | 1,500 | 1,500 | 1,600 | Service contract for the radar display trailer and $\$ 500$ for fitness equipment maintenance. |
| 131-5330 | RADIO/RADAR MAINTENANCE | 3,881 | 4,000 | 4,000 | 4,000 | Provides for the cost of routine maintenance of department mobile (12) and portable radios (30), and radar units (10). Provides for the cost of routine maintenance of department mobile (12) and portable radios (30), and radar units (10). |
| 131-5340 | OFFICE MACHINE MAINTENANCE | 350 | 500 | 500 | 0 | Combined with Equipment Maintenance. |
| 131-5410 | COMPUTER SERVICES | 7,485 | 7,000 | 7,000 | 7,000 | provides $50 \%$ the cost of the time and materials maintenance contract and upgrades for the IMC records management system. Quote for FY 14 is $\$ 13,400$. |
| 131-6010 | OFFICE SUPPLIES | 2,324 | 2,500 | 2,500 | 3,000 | Provides the cost of miscellaneous office supplies, copy and printer paper, ink cartridges, paper products, etc. Also includes cost of photo supplies, disks, batteries, etc. for digital cameras, and film for traditional cameras. Increase reflects the increase in cost of office products. |
| 131-6130 | MOTOR FUEL AND LUBRICANTS | 55,133 | 55,000 | 52,000 | 52,000 | Cost of gasoline and lubricants for the department's six marked police cruisers, three unmarked police vehicles, and the PD/ Town General Purpose vehicle. Variance reflects 6 cylinder vehicles and less mileage due to being one officer down for 6 months. |
| 131-6140 | TIRES | 7,757 | 7,500 | 7,500 | 7,500 | Provides the cost of tires and tire repairs for six marked police cruisers, three unmarked police vehicles, and truck. Snow tires $\$ 125$ each, regular tires $\$ 115$ each plus $\$ 60$ per vehicle for mounting and balancing. |
| 131-6520 | SAFETY EQUIPMENT/SUPPLIES | 5,002 | 4,500 | 4,500 | 4,500 | Provides for the replacement of leather gear, flashlights, chemical agents, traffic vests, and other safety related equipment. |

DEPARTMENT: PATROL

| Acct <br> No | Account Name | Actual 2011-2012 | Budget 2012-2013 | Estimated 2012-2013 | Proposed 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 1,132,112 | 1,098,393 | 1,079,000 | 1,167,279 |  |
| 131 | DEPARTMENT: PATROL |  |  |  |  |  |
| 131-6610 | UNIFORMS/CLEANING/TURNOUT | 12,907 | 15,000 | 12,000 | 14,000 | Uniforms and equipment for the officers are purchased from this account, as well as contractual cleaning allowance of $\$ 4080$ ( 17 x $\$ 240$ ); clothing allowance of $\$ 6800$ ( $\$ 400$ per officer $\times 17$ ). The contract also provides funds for as needed replacement clothing. The 9 reserve officers' uniforms and equipment is also provided from this account. Small increase due to increase of uniform costs. Examples of prices: uniform shirt $\$ 60$. pants $\$ 85$, summer jacket $\$ 300$, and boots $\$ 155$. |
| 131-6620 | AMMUNITION /SUPPLIES | 6,330 | 2,500 | 2,500 | 2,500 | Provides for the cost of ammunition for officers to qualify with their weapons twice a year. We have seen a $30 \%$ increase in the cost of ammo due to the amount of ammo going to the military. |
| 131-6800 | EQUIPMENT | 0 | 22,000 | 22,000 | 20,000 | Equipment that was formally included in a reserve, including radar units, weapons, portable radios, cruiser consoles and cages, etc. |
| 131-6810 | EQUIPMENT MAINTENANCE | 0 | 6,000 | 7,000 | 7,000 | Maintenance of the Town's traffic lights including replacement bulbs and control box maintenance. This expense was formally included in a reserve. |
| 131-6820 | OFFICE EQUIPMENT | 0 | 1,350 | 1,000 | 1,300 | Office equipment that was formally included in a reserve, including chairs, monitors, shelving, etc. |
| 131-6900 | OTHER COMMODITIES | 4,223 | 4,000 | 4,500 | 4,500 | Provides the cost of criminal statutes, motor vehicle books training bulletins, NESPIN fees, and misc. items. |
| 131-7010 | TRANSFER TO OFFICE RESERVE | 2,500 | 0 | 0 | 0 | This account has been discontinued |

DEPARTMENT: PATROL

| Acct <br> No | Account Name | Actual <br> 2011-2012 | $\begin{gathered} \text { Budget } \\ 2012-2013 \end{gathered}$ | Estimated 2012-2013 | Proposed <br> 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 1,132,112 | 1,098,393 | 1,079,000 | 1,167,279 |  |
| 131 | DEPARTMENT: PATROL |  |  |  |  |  |
| 131-7015 | TRANSFER TO EQUIPMENT/VEHICLE RESERVE | 67,500 | 0 | 0 | 0 | This account has been discontinued |
| 131-7030 | TRANSFER TO COMPUTER RESERVE | 10,350 | 0 | 0 | 0 | This account has been discontinued |

## INVESTIGATIONS/COURT

DEPARTMENT: COURT/INVESTIGATIONS

| Acct <br> No | Account Name | Actual 2011-2012 | Budget 2012-2013 | Estimated 2012-2013 | $\begin{aligned} & \text { Proposed } \\ & 2013-2014 \end{aligned}$ | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 78,113 | 77,840 | 73,871 | 80,884 |  |
| 131-2 | DEPARTMENT: INVESTIGATIONS/COURT |  |  |  |  |  |
| 131-2-4010 | FULL-TIME SALARIES | 52,277 | 51,534 | 51,534 | 56,410 | Provides funds for the Detective / Court Officer salary. |
| 131-2-4030 | OVERTIME | 3,592 | 4,000 | 4,500 | 4,500 | Provides funds for the Detective's overtime when called in or held over for investigations. Increase reflects the additional time spent on investigations outside of normal hours. |
| 131-2-4050 | HEALTH INSURANCE | 8,395 | 10,270 | 5,600 | 6,334 | Provides department's share of actual health insurance premiums. Healthcare budget is no longer allocated by the old fixed allocation methodology. |
| 131-2-4060 | RETIREMENT | 3,112 | 3,038 | 3,200 | 4,231 | Provides department's actual share of retirement. Retirement is no longer allocated by the old fixed allocation methodology. |
| 131-2-4070 | SOCIAL SECURITY | 4,172 | 4,248 | 4,287 | 4,660 | Employer's share of Social Security. |
| 131-2-5030 | TRANSPORTATION | 27 | 100 | 100 | 100 | Provides funds for the parking charges when attending court and travel to training seminars. |
| 131-2-5310 | VEHICLE MAINTENANCE | 979 | 1,000 | 1,000 | 1,000 | Funds for the maintenance of the Detective's vehicle. Detective's vehicle was replaced this year, thus the lower maintenance costs. |
| 131-2-5330 | RADIO/RADAR MAINTENANCE | 85 | 150 | 150 | 150 | Maintenance of the Detective's mobile and portable radios. |

DEPARTMENT: COURT/ INVESTIGATIONS

| Acct <br> No | Account Name | $\begin{gathered} \text { Actual } \\ \text { 2011-2012 } \end{gathered}$ | $\begin{gathered} \text { Budget } \\ 2012-2013 \end{gathered}$ | Estimated 2012-2013 | Proposed <br> 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 78,113 | 77,840 | 73,871 | 80,884 |  |
| 131-2 | DEPARTMENT: INVESTIGATIONS/COURT |  |  |  |  |  |
| 131-2-5650 | FILM/PHOTO SUPPLIES | 196 | 200 | 200 | 200 | Funds for the purchase of film, disks, and other camera supplies for investigations. |
| 131-2-6010 | OFFICE SUPPLIES | 217 | 400 | 400 | 400 | Provides the cost of miscellaneous office supplies, copy and printer paper, ink cartridges, paper products, etc. Also includes cost of photo supplies, disks, batteries, etc. for digital cameras, and film for traditional cameras |
| 131-2-6130 | MOTOR FUEL AND LUBRICANTS | 1,833 | 2,500 | 2,500 | 2,500 | Funds for gasoline and lubricants for Detective's cruiser. |
| 131-2-6140 | TIRES AND TUBES | 416 | 400 | 400 | 400 | Tires and tire repairs for the Detective's vehicle. Snow tires at $\$ 125$ each and regular tires at $\$ 115$ each. |
| 131-2-7030 | TRANSFER TO COMPUTER RESERVE | 2,810 | 0 | 0 | 0 | This account has been discontinued |

## SCHOOL RESOURCE OFFICER

DEPARTMENT: SCHOOL RESOURCE OFFICER

| Acct <br> No | Account Name | Actual 2011-2012 | Budget \| 2012-2013 | Estimated 2012-2013 | Proposed \| 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 53,446 | 48,591 | 51,971 | 55,940 |  |
| 131-3 | DEPARTMENT: SCHOOL RESOURCE OFFICER |  |  |  |  |  |
| 131-3-4010 | FULL-TIME SALARIES | 35,997 | 35,106 | 35,106 | 38,984 | Provides for 70\% of the SRO's salary. |
| 131-3-4030 | OVERTIME | 461 | 450 | 700 | 700 | Funds for meetings and presentations outside normal hours. |
| 131-3-4050 | HEALTH INSURANCE | 8,979 | 7,189 | 11,000 | 9,946 | Provides department's share of actual health insurance premiums. Healthcare budget is no longer allocated by the old fixed allocation methodology. |
| 131-3-4060 | RETIREMENT | 2,181 | 2,126 | 2,126 | 2,924 | Provides department's actual share of retirement. Retirement is no longer allocated by the old fixed allocation methodology. |
| 131-3-4070 | SOCIAL SECURITY | 2,743 | 2,720 | 2,739 | 3,036 | Employer's share of Social Security. |
| 131-3-4200 | UNALLOCATED | 0 | 700 | 0 | 0 | Is now included in the officer's hourly rate. |
| 131-3-6010 | OFFICE SUPPLIES | 276 | 300 | 300 | 350 | Office supplies for the DARE/SRO program. |
| 131-3-7030 | TRANSFER TO COMPUTER RESERVE | 2,810 | 0 | 0 | 0 | This account has been discontinued |

FIRE \& EMERGENCY MEDICAL SERVICES COMBINED
Continue to the next two tabs to see the detailed breakout and descriptions

DEPARTMENT: FIRE EMS COMBINED

| Account Name | $\begin{gathered} \text { Actual } \\ \text { 2011-2012 } \end{gathered}$ | $\begin{gathered} \text { Budget } \\ \text { 2012-2013 } \end{gathered}$ | Estimated 2012-2013 | Proposed <br> 2013-2014 |
| :---: | :---: | :---: | :---: | :---: |
| DEPARTMENT TOTAL | 1,199,848 | 1,096,517 | 1,093,117 | 1,116,097 |
| DEPARTMENT: FIRE \& EMS |  |  |  |  |
| FULL-TIME SALARIES | 174,045 | 177,528 | 177,528 | 182,976 |
| PART-TIME SALARIES | 290,625 | 299,000 | 299,000 | 306,048 |
| HEALTH INSURANCE | 26,650 | 30,811 | 30,811 | 34,589 |
| RETIREMENT | 9,353 | 9,113 | 9,113 | 9,698 |
| SOCIAL SECURITY | 36,025 | 36,455 | 36,455 | 37,410 |
| WORKERS COMPENSATION | 21,588 | 0 | 0 | 0 |
| POSTAGE | 146 | 400 | 400 | 400 |
| TELEPHONE | 12,116 | 11,580 | 12,430 | 12,080 |
| EDUCATIONAL/ MEETING | 14,959 | 15,500 | 15,500 | 15,500 |
| RECRUITMENT PROGRAM | 1,508 | 0 | 0 | 0 |
| FITNESS TRAINING | 99 | 200 | 200 | 200 |
| VEHICLE INSURANCE | 12,090 | 0 | 0 | 0 |

DEPARTMENT: FIRE EMS COMBINED

| Account Name | $\begin{gathered} \text { Actual } \\ \text { 2011-2012 } \end{gathered}$ | $\begin{gathered} \text { Budget } \\ \text { 2012-2013 } \end{gathered}$ | Estimated 2012-2013 | Proposed 2013-2014 |
| :---: | :---: | :---: | :---: | :---: |
| DEPARTMENT TOTAL | 1,199,848 | 1,096,517 | 1,093,117 | 1,116,097 |
| DEPARTMENT: FIRE \& EMS |  |  |  |  |
| LIABILITY INSURANCE | 3,327 | 0 | 0 | 0 |
| ELECTRICITY | 13,293 | 13,000 | 13,500 | 14,750 |
| WATER | 1,143 | 2,200 | 1,700 | 1,700 |
| FUEL OIL | 13,348 | 18,300 | 12,750 | 11,895 |
| SEWER | 3,773 | 3,700 | 3,800 | 3,800 |
| MACHINE/EQUIPMENT MAINTENANCE | 16,828 | 14,500 | 17,250 | 17,250 |
| VEHICLE MAINTENANCE | 97,318 | 94,500 | 94,500 | 94,500 |
| RADIO MAINTENANCE | 3,378 | 6,000 | 6,000 | 5,000 |
| FIRE ALARM MAINTENANCE | 1,447 | 1,080 | 1,500 | 1,500 |
| MAINTENANCE/BUILDING SERVICES | 9,432 | 8,500 | 8,500 | 8,500 |

DEPARTMENT: FIRE EMS COMBINED

| Account Name | Actual <br> 2011-2012 | Budget <br> 2012-2013 | Estimated <br> 2012-2013 | Proposed <br> 2013-2014 |
| :--- | :---: | :---: | :---: | :---: |
| DEPARTMENT TOTAL | $\mathbf{1 , 1 9 9 , 8 4 8}$ | $\mathbf{1 , 0 9 6 , 5 1 7}$ | $\mathbf{1 , 0 9 3 , 1 1 7}$ | $\mathbf{1 , 1 1 6 , 0 9 7}$ |
| DEPARTMENT: FIRE \& EMS |  |  |  |  |
| COMPUTER/ COMMUNICATION SERVICE <br> FEES | 5,925 | 7,500 | 6,180 | 6,500 |
| AMBULANCE BILLING SERVICES | 24,990 | 22,000 | 24,000 | 24,000 |
| EQUIPMENT RENTALS | 3,891 | 4,000 | 4,000 | 4,000 |
| FIRE HYDRANT RENTAL | 104,214 | 106,900 | 106,900 | 108,500 |
| DUES \& MEMBERSHIPS |  |  |  |  |
| VOLUNTEER RECOGNITION | 3,111 | 2,950 | 3,150 | 3,150 |
| OTHER CONTRACTUAL SERVICES |  |  |  |  |

DEPARTMENT: FIRE EMS COMBINED

| Account Name | $\begin{gathered} \text { Actual } \\ \text { 2011-2012 } \end{gathered}$ | $\begin{gathered} \text { Budget } \\ \text { 2012-2013 } \end{gathered}$ | Estimated 2012-2013 | Proposed 2013-2014 |
| :---: | :---: | :---: | :---: | :---: |
| DEPARTMENT TOTAL | 1,199,848 | 1,096,517 | 1,093,117 | 1,116,097 |
| DEPARTMENT: FIRE \& EMS |  |  |  |  |
| BOOKS/ SUBSCRIPTIONS | 569 | 450 | 600 | 600 |
| MOTOR FUEL AND LUBRICANTS | 23,175 | 25,000 | 21,500 | 21,500 |
| FIRE PREVENTION SUPPLIES | 1,282 | 1,300 | 1,300 | 1,300 |
| MAINT/BUILDINGS \& GROUNDS SUPPLIES | 2,421 | 4,000 | 3,000 | 3,000 |
| EXTINGUISHER MAINTENANCE AND FOAMS | 2,129 | 2,500 | 2,500 | 2,500 |
| TOOLS | 15,173 | 15,000 | 15,000 | 15,000 |
| SCBA REPAIR/REPLACEMENT/SAFETY | 2,231 | 1,500 | 1,500 | 1,500 |
| UNIFORMS/ CLEANING/ TURNOUT | 4,643 | 5,500 | 5,500 | 5,500 |

DEPARTMENT: FIRE EMS COMBINED

| Account Name | Actual 2011-2012 | $\begin{gathered} \text { Budget } \\ \text { 2012-2013 } \end{gathered}$ | Estimated 2012-2013 | $\begin{aligned} & \text { Proposed } \\ & 2013-2014 \end{aligned}$ |
| :---: | :---: | :---: | :---: | :---: |
| DEPARTMENT TOTAL | 1,199,848 | 1,096,517 | 1,093,117 | 1,116,097 |
| DEPARTMENT: FIRE \& EMS |  |  |  |  |
| MEDICAL SUPPLIES | 12,054 | 12,500 | 12,500 | 12,500 |
| EQUIPMENT | 0 | 74,550 | 74,550 | 79,000 |
| BUILDING RENOVATIONS | 0 | 37,500 | 37,500 | 37,000 |
| OTHER COMMODITIES | 1,991 | 2,900 | 2,900 | 2,900 |
| TRANSFER TO EQUIPMENT RESERVE | 112,400 | 0 | 0 | 0 |
| TRANSFER TO BUILDING RESERVE | 81,700 | 0 | 0 | 0 |
| TRANSFER TO COMPUTER RESERVE | 8,650 | 0 | 0 | 0 |
| MEDICAL EQUIPMENT | 3,317 | 5,500 | 5,500 | 5,500 |

FIRE PROTECTION

DEPARTMENT: FIRE

| Acct <br> No | Account Name | $\begin{gathered} \text { Actual } \\ \text { 2011-2012 } \end{gathered}$ | $\begin{aligned} & \text { Budget } \\ & \text { 2012-2013 } \end{aligned}$ | $\begin{aligned} & \text { Estimated } \\ & \text { 2012-2013 } \end{aligned}$ | $\begin{aligned} & \text { Proposed } \\ & \text { 2013-2014 } \end{aligned}$ | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 716,170 | 671,076 | 670,226 | 682,782 |  |
| 132 | DEPARTMENT: FIRE |  |  |  |  |  |
| 132-4010 | FULL-TIME SALARIES | 112,396 | 117,126 | 117,126 | 121,366 | Fire Chief and Lieutenant. |
| 132-4020 | PART-TIME SALARIES | 53,154 | 79,000 | 79,000 | 81,648 | Provides the salaries for the following positions: 2 Deputy Chiefs (\$250/month); 3 Captains ( $\$ 150 /$ month); 9 Lieutenants ( $\$ 50 /$ month). The remaining money Provides the hourly wage for volunteer/call firefighters. |
| 132-4050 | HEALTH INSURANCE | 19,750 | 20,541 | 20,541 | 20,543 | Provides department's share of actual health insurance premiums. Healthcare budget is no longer allocated by the old fixed allocation methodology. |
| 132-4060 | RETIREMENT | 6,232 | 6,075 | 6,075 | 6,432 | Provides department's actual share of retirement. Retirement is no longer allocated by the old fixed allocation methodology. |
| 132-4070 | SOCIAL SECURITY | 12,796 | 15,004 | 15,004 | 15,531 | Employer's share of Social Security. |
| 132-4100 | WORKERS COMPENSATION | 11,930 | 0 | 0 | 0 | This line item has been consolidated into one cost center. |
| 132-5010 | POSTAGE | 135 | 300 | 300 | 300 | Funds for department mailings. |
| 132-5020 | TELEPHONE | 11,244 | 10,500 | 11,350 | 11,000 | Funds for standard and cellular phone services utilized by the department. Includes wireless card for Chief/EMA Director mobile laptop. Increased based on prior year's experience. |
| 132-5040 | EDUCATIONAL/ MEETING | 8,629 | 7,500 | 7,500 | 7,500 | Training to increase certification of personnel and also to meet annual training requirements of the Town, State, and Federal Gov (OSHA). Includes cost of instructors brought in to teach courses at department. |
| 132-5050 | FITNESS TRAINING | 99 | 200 | 200 | 200 | Fitness Club reimbursement |
| 132-5100 | VEHICLE INSURANCE | 8,488 | 0 | 0 | 0 | This line item has been consolidated into one cost center. |
| 132-5200 | ELECTRICITY | 12,218 | 9,000 | 9,500 | 10,211 | Provides electrical usage at three fire stations. Increase based on prior years experience. |
| 132-5220 | WATER | 1,143 | 2,000 | 1,500 | 1,500 | Funds for water usage at the fire stations. Decrease based on prior years' experience. |

DEPARTMENT: FIRE

| Acct <br> No | Account Name | $\begin{gathered} \text { Actual } \\ \text { 2011-2012 } \end{gathered}$ | $\begin{aligned} & \text { Budget } \\ & \text { 2012-2013 } \end{aligned}$ | Estimated 2012-2013 | $\begin{aligned} & \text { Proposed } \\ & \text { 2013-2014 } \end{aligned}$ | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 716,170 | 671,076 | 670,226 | 682,782 |  |
| 132 DEPARTMENT: FIRE | DEPARTMENT: FIRE |  |  |  |  |  |
| 132-5230 | FUEL OIL | 9,411 | 12,000 | 8,500 | 7,800 | Portion of the heating fuel bills for three stations allocated to Fire. Decrease based on updated projections. |
| 132-5240 | SEWER | 3,773 | 3,700 | 3,800 | 3,800 | Sewer cost for three stations. |
| 132-5300 | MACHINE/EQUIPMENT MAINTENANCE | 10,891 | 8,500 | 11,250 | 11,250 | Provides the annual maintenance and repair of the breathing apparatus. (i.e. flow tests, parts, labor, etc.) Annual maintenance and air testing for the Cascade System, and annual maintenance on hydraulic rescue tools. Increase based on prior years' experience. |
| 132-5310 | VEHICLE MAINTENANCE | 80,297 | 78,500 | 78,500 | 78,500 | Preventative and unanticipated maintenance of fire apparatus. Includes brakes, oil changes, inspections, alignments, etc. Also includes pump testing of all pumps, and annual certification of the aerial. |
| 132-5330 | RADIO MAINTENANCE | 1,120 | 4,000 | 4,000 | 3,000 | Ongoing maintenance and repair of portable and mobile radios. |
| 132-5350 | FIRE ALARM MAINTENANCE | 1,447 | 1,080 | 1,500 | 1,500 | Fire alarm maintenance for all fire stations. Increase based on previous years' experience. |
| 132-5500 | MAINTENANCE/BUILDING SERVICES | 9,432 | 8,500 | 8,500 | 8,500 | Provides cost of standard upkeep and operations of facilities. Includes annual maintenance on overhead doors and boiler licensing. |
| 132-5410 | COMPUTER/ COMMUNICATION SERVICE FEES | 5,575 | 6,000 | 5,680 | 6,000 | Fire Department operations software maintenance through IMC. |
| 132-5630 | FIRE HYDRANT RENTAL | 104,214 | 106,900 | 106,900 | 108,500 | Fee charged by the Portland Water District for Fire Protection Services related to the water distribution system. Charges based on the number of fire hydrants. There are 373 hydrants in town. |
| 132-5800 | DUES \& MEMBERSHIPS | 982 | 750 | 950 | 950 | Dues to various Fire professional organizations (NFPA, Maine Chiefs, International Fire Chiefs, Coastal Mutual Aid Chiefs, New England Fire Chiefs). This includes annual NFPA codes subscription. |

DEPARTMENT: FIRE

| Acct <br> No | Account Name | Actual 2011-2012 | $\begin{aligned} & \text { Budget } \\ & \text { 2012-2013 } \end{aligned}$ | Estimated 2012-2013 | Proposed 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 716,170 | 671,076 | 670,226 | 682,782 |  |
| 132 DEPARTMENT: FIRE | DEPARTMENT: FIRE |  |  |  |  |  |
| 132-5820 | VOLUNTEER RECOGNITION | 11,000 | 11,000 | 11,000 | 11,000 | Provides funds for the annual awards recognition dinner, accident insurance through MMA (\$52.48 per volunteer), and for the Volunteer Incentive Program. |
| 132-5900 | OTHER CONTRACTUAL SERVICES | 8,071 | 6,500 | 8,000 | 8,250 | Costs for medical evaluation for existing and new members as well as annual vaccinations and other health-related costs per OSHA requirements. Increase based on previous years' experience |
| 132-6010 | OFFICE SUPPLIES | 1,180 | 1,200 | 1,200 | 1,200 | Provides funds for office supplies (copy paper, stationery, etc.) and printing costs. |
| 132-6020 | BOOKS/ SUBSCRIPTIONS | 535 | 350 | 500 | 500 | Provides the cost of trade journals and legal documents for the department. |
| 132-6130 | MOTOR FUEL AND LUBRICANTS | 12,933 | 14,500 | 12,500 | 12,500 | Provides funds for gasoline and diesel fuel for department vehicles. Budget decrease based on previous years' experience. |
| 132-6160 | FIRE PREVENTION SUPPLIES | 1,282 | 1,300 | 1,300 | 1,300 | Provides for various fire prevention supplies and costs associated with Fire Prevention Week and other fire and injury prevention events. |
| 132-6400 | MAINT/BUILDINGS \& GROUNDS SUPPLIES | 2,421 | 4,000 | 3,000 | 3,000 | Provides the cost of cleaning supplies for the three stations as well as small maintenance items. Decrease based on previous years' experience. |
| 132-6450 | EXTINGUISHER MAINTENANCE AND FOAMS | 2,129 | 2,500 | 2,500 | 2,500 | Provides the cost of class A and B firefighting foam and fire extinguisher refills and required annual testing. |
| 132-6500 | TOOLS | 15,173 | 15,000 | 15,000 | 15,000 | Provides the cost of replacing various tools such as nozzles, hand tools, salvage Provides, hose, hand lights, and pump fittings as required during the year. Proposed equipment purchases are based on apparatus mission requirements and efficiencies. |
| 132-6520 | SCBA REPAIR/REPLACEMENT | 75 | 0 | 0 | 0 | Discontinued budget for this account. |

DEPARTMENT: FIRE

| Acct <br> No | Account Name | $\begin{aligned} & \text { Actual } \\ & \text { 2011-2012 } \end{aligned}$ | $\begin{gathered} \text { Budget } \\ \text { 2012-2013 } \end{gathered}$ | Estimated 2012-2013 | $\begin{aligned} & \text { Proposed } \\ & \text { 2013-2014 } \end{aligned}$ | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 716,170 | 671,076 | 670,226 | 682,782 |  |
| 132 | DEPARTMENT: FIRE |  |  |  |  |  |
| 132-6610 | UNIFORMS/ CLEANING/ TURNOUT |  | $\overline{3,000}$ | $3,000$ | $\overline{3,000}$ | Provides cost of maintenance and repairs to firefighting gear. Also includes uniform costs for members to wear while on duty. |
| 132-6800 | EQUIPMENT | 0 | 74,550 | 74,550 | 79,000 | Equipment that was formally included in a reserve, including annual replacement schedules for SCBA equipment, turnout gear, hose, and nozzles, plus \$22k for thermal imaging cameras and a new refrigerator for Station 1. |
| 132-6830 | BUILDING RENOVATIONS | 0 | 37,500 | 37,500 | 37,000 | Renovations to the fire stations that was formally included in a reserve. Projects include minor interior and exterior building repairs and replacement of overhead doors at Station 1. |
| 132-6900 | OTHER COMMODITIES | 1,918 | 2,500 | 2,500 | 2,500 | Emergency station supplies for the firefighters at all stations. |
| 132-7015 | TRANSFER TO EQUIPMENT RESERVE | 82,400 | 0 | 0 | 0 | This account has been discontinued. |
| 132-7020 | TRANSFER TO BUILDING RESERVE | 80,000 | 0 | 0 | 0 | This account has been discontinued. |
| 132-7030 | TRANSFER TO COMPUTER RESERVE | 8,650 | 0 | 0 | 0 | This account has been discontinued. |

## EMERGENCY MEDICAL SERVICES

DEPARTMENT: EMERGENCY MEDICAL SERVICES

| Acct <br> No | Account Name | $\begin{gathered} \text { Actual } \\ \text { 2011-2012 } \end{gathered}$ | $\begin{gathered} \text { Budget } \\ \text { 2012-2013 } \end{gathered}$ | Estimated 2012-2013 | Proposed 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 483,678 | 425,441 | 422,891 | 433,315 |  |
| 133 | DEPARTMENT: EMERGENCY MEDICAL SERVICES |  |  |  |  |  |
| 133-4010 | FULL-TIME SALARIES | 61,649 | 60,402 | 60,402 | 61,610 | EMS Captain salary. |
| 133-4020 | PART-TIME SALARIES | 237,470 | 220,000 | 220,000 | 224,400 | Provides cost of 1 per-diem Firefighter/Paramedic to staff an ambulance at Central Station $24 \times 7$. The remaining is the hourly wage of the EMS personnel who respond to incidents, stipends for overnight EMS shift coverage, and monthly stipends for EMS Lieutenants (\$50/month). |
| 133-4050 | HEALTH INSURANCE | 6,900 | 10,270 | 10,270 | 14,046 | Provides department's share of actual health insurance premiums. Healthcare budget is no longer allocated by the old fixed allocation methodology. |
| 133-4060 | RETIREMENT | 3,121 | 3,038 | 3,038 | 3,265 | Provides department's actual share of retirement Retirement is no longer allocated by the old fixed allocation methodology. |
| 133-4070 | SOCIAL SECURITY | 23,229 | 21,451 | 21,451 | 21,880 | Employer's share of Social Security. |
| 133-4100 | WORKERS COMPENSATION | 9,658 | 0 | 0 | 0 | This line item has been consolidated into one cost center. |
| 133-5010 | POSTAGE | 11 | 100 | 100 | 100 | Funds to cover EMS departments' mailings. |
| 133-5020 | TELEPHONE | 871 | 1,080 | 1,080 | 1,080 | Provides funds for cellular phones for the ambulances and EMS Captain as well as a portion of the telephones at Central Station. |
| 133-5040 | TRAINING / MEETING | 6,330 | 8,000 | 8,000 | 8,000 | Training to increase certification of personnel and also to meet annual training requirements of the Town, State, and Federal Gov (OSHA). Includes cost of hosting continuing education training to meet Maine EMS requirements in-house. |
| 133-5045 | RECRUITMENT PROGRAM | 1,508 | 0 | 0 | 0 | No expenditure in FY14. |
| 133-5100 | VEHICLE INSURANCE | 3,602 | 0 | 0 | 0 | \$ moved out of Fire-EMS budget |

DEPARTMENT: EMERGENCY MEDICAL SERVICES

| Acct <br> No | Account Name | $\begin{gathered} \text { Actual } \\ \text { 2011-2012 } \end{gathered}$ | $\begin{gathered} \text { Budget } \\ \text { 2012-2013 } \end{gathered}$ | Estimated 2012-2013 | Proposed 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 483,678 | 425,441 | 422,891 | 433,315 |  |
| 133 DEPARTMENT: EMERGENCY MEDICAL SERVICES | DEPARTMENT: EMERGENCY MEDICAL SERVICES |  |  |  |  |  |
| 133-5120 | LIABILITY INSURANCE | 3,327 | 0 | 0 | 0 | \$ moved out of Fire-EMS budget |
| 133-5200 | ELECTRICITY | 1,074 | 4,000 | 4,000 | 4,539 | Portion of the utility bills for Fire Stations allocated to EMS. |
| 133-5220 | WATER | 0 | 200 | 200 | 200 | Portion of the utility bills for Fire Stations allocated to EMS. |
| 133-5230 | FUEL OIL | 3,938 | 6,300 | 4,250 | 4,095 | Portion of the utility bills for Fire Stations allocated to EMS. |
| 133-5300 | MACHINE/EQUIPMENT MAINTENANCE | 5,937 | 6,000 | 6,000 | 6,000 | Provides a maintenance contract for defibrillators to be tested annually to ensure proper function. Contract also includes batteries/parts and updates as needed. Account also includes annual stretcher maintenance and repairs. |
| 133-5310 | VEHICLE MAINTENANCE | 17,022 | 16,000 | 16,000 | 16,000 | This item provides funds for maintenance of the Town's ambulances and the EMS Captain's vehicle, Unit 2. |
| 133-5330 | RADIO / PAGER MAINTENANCE | 2,259 | 2,000 | 2,000 | 2,000 | Provides for the annual maintenance and repair of pagers, portable and mobile radios. |
| 133-5410 | COMPUTER/ COMMUNICATION SERVICES | 350 | 1,500 | 500 | 500 | Licensing for Maine EMS electronic run reports. |
| 133-5490 | AMBULANCE BILLING SERVICES | 24,990 | 22,000 | 24,000 | 24,000 | Payment for billing services based on 7\% of collections. |
| 133-5610 | EQUIPMENT RENTALS | 3,891 | 4,000 | 4,000 | 4,000 | O2 cylinder rentals and service |
| 133-5800 | VOLUNTEER RECOGNITION | 2,131 | 2,900 | 2,900 | 2,900 | Provides funds for the annual recognition dinner, accident insurance, and for the Volunteer Incentive Program. |
| 133-5810 | SOUTHERN MAINE EMS DUES | 2,129 | 2,200 | 2,200 | 2,200 | Southern Maine EMS annual dues. |
| 133-6010 | OFFICE SUPPLIES | 1,112 | 1,000 | 1,000 | 1,000 | Provides costs of general office supplies and in-house printing as required by the department. |

DEPARTMENT: EMERGENCY MEDICAL SERVICES

| Acct <br> No | Account Name | $\begin{gathered} \text { Actual } \\ \text { 2011-2012 } \end{gathered}$ | $\begin{gathered} \text { Budget } \\ \text { 2012-2013 } \end{gathered}$ | Estimated 2012-2013 | Proposed 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 483,678 | 425,441 | 422,891 | 433,315 |  |
| 133 | DEPARTMENT: EMERGENCY MEDICAL SERVICES |  |  |  |  |  |
| 133-6020 | BOOKS/SUBSCRIPTIONS | 34 | 100 | 100 | 100 | Books and periodicals to keep current with medical trends in the industry. |
| 133-6130 | MOTOR FUEL AND LUBRICANTS | 10,242 | 10,500 | 9,000 | 9,000 | Provides motor fuel and lubricants for department ambulances and EMS Captain's vehicle. Budget reduced from prior year due to updated estimates |
| 133-6520 | SAFETY EQUIPMENT / SUPPLIES | 2,157 | 1,500 | 1,500 | 1,500 | Provides equipment likes cones, vests, and flashlights for safety. |
| 133-6610 | UNIFORMS/CLEANING/TURNOUT | 1,595 | 2,500 | 2,500 | 2,500 | Maintenance, repairs and decontamination of Personal Protective Equipment. Also Provides uniforms for EMS personnel to wear on duty. |
| 133-6670 | MEDICAL SUPPLIES | 12,054 | 12,500 | 12,500 | 12,500 | Medical Supplies that are used on various medical incidents that need to be replaced or upgraded. |
| 133-6900 | OTHER COMMODITIES | 72 | 400 | 400 | 400 | Provides for various miscellaneous supplies and services including licensing and public safety reminder advertisements. |
| 133-7015 | TRANSFER TO EQUIPMENT RESERVE | 30,000 | 0 | 0 | 0 | This account has been discontinued. |
| 133-7030 | TRANSFER TO COMPUTER RESERVE | 1,700 | 0 | 0 | 0 | This account has been discontinued. |
| 133-7530 | MEDICAL EQUIPMENT | 3,317 | 5,500 | 5,500 | 5,500 | Various medical equipment for the Ambulances and First Responders. |

COMMUNICATIONS

DEPARTMENT: COMMUNICATIONS

| Acct <br> No | Account Name | $\begin{gathered} \text { Actual } \\ \text { 2011-2012 } \end{gathered}$ | $\begin{gathered} \text { Budget } \\ \text { 2012-2013 } \end{gathered}$ | Estimated 2012-2013 | Proposed 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 521,209 | 504,422 | 507,012 | 541,823 |  |
| 134 | DEPARTMENT: COMMUNICATIONS |  |  |  |  |  |
| 134-4010 | FULL-TIME SALARIES | 283,763 | 289,629 | 289,629 | 317,522 | Provides funds for the seven full-time dispatchers. |
| 134-4020 | PART-TIME SALARIES | 14,079 | 9,000 | 14,000 | 14,000 | Provides funds for the part-time dispatchers who replace the full-time dispatchers when there are open shifts for vacation, sick and holiday leave. Increase is based upon the higher use of reserve dispatchers and historical experience. Utilization of reserve dispatchers saves overtime expense. Calculated at approximately 800 hours per year @ $\$ 17 / \mathrm{hr}$ or $\$ 13,600$ per year. |
| 134-4030 | OVERTIME | 43,892 | 45,000 | 45,000 | 46,000 | Provides funds for coverage of replacement shifts created by vacations, sick time, holidays and attendance at training. It is estimated that we will need to cover 1,500 hours with overtime in FY14 @ an average of $\$ 30 / \mathrm{hr}$ or $\$ 46,000$. |
| 134-4050 | HEALTH INSURANCE | 71,172 | 71,892 | 69,000 | 75,839 | Provides department's share of actual health insurance premiums. Healthcare budget is no longer allocated by the old fixed allocation methodology. |
| 134-4060 | RETIREMENT | 19,470 | 21,263 | 21,263 | 18,031 | Provides department's actual share of retirement. Retirement is no longer allocated by the old fixed allocation methodology. |
| 134-4070 | SOCIAL SECURITY | 25,026 | 26,288 | 26,670 | 28,880 | Employer's share of Social Security. |

DEPARTMENT: COMMUNICATIONS

| Acct <br> No | Account Name | Actual 2011-2012 | $\begin{gathered} \text { Budget } \\ \text { 2012-2013 } \end{gathered}$ | Estimated 2012-2013 | Proposed 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 521,209 | 504,422 | 507,012 | 541,823 |  |
| 134 | DEPARTMENT: COMMUNICATIONS |  |  |  |  |  |
| 134-4100 | WORKERS COMPENSATION | 660 | 0 | 0 | 0 | This line item has been consolidated into one cost center. |
| 134-5020 | TELEPHONE | 14,717 | 15,750 | 15,750 | 15,750 | Provides for costs associated with telephones; 10 cellular phones (average of $\$ 30 /$ month per phone $=$ $\$ 3,600$ /year); reimbursement to officers for cell phones ( $\$ 39 /$ month ); 911 telephone fees for Verizon/ AT\&T ( $\$ 1,440$ ); caller IDs ( $\$ 240$ ), T-1 line for new phone system $(\$ 7,200), 5$ phone lines $(\$ 2,400)$, and long distance charges. |
| 134-5040 | EDUCATIONAL/MEETING | 286 | 700 | 500 | 600 | Funds to provide training sessions for CTO (Certified Terminal Operator) recertification and other in-service classes. |
| 134-5100 | EQUIPMENT INSURANCE | 156 | 0 | 0 | 0 | This has been centralized in one cost center |
| 134-5300 | EQUIPMENT MAINTENANCE | 1,278 | 2,500 | 2,500 | 2,500 | Security camera and key system maintenance ( $\$ 1,560$ ). Remaining amount for misc equipment maintenance. |
| 134-5330 | RADIO/RADAR MAINTENANCE | 1,572 | 1,500 | 1,500 | 1,500 | Provides for the cost associated with repair and maintenance of communication console and base radio. |
| 134-5410 | COMPUTER SERVICES | 8,641 | 7,000 | 7,000 | 7,000 | Provides 50\% share of the support contracts for IMC, records management software. Contract for FY 14 is $\$ 13,400$. |

DEPARTMENT: COMMUNICATIONS

| Acct <br> No | Account Name | $\begin{gathered} \text { Actual } \\ 2011-2012 \end{gathered}$ | $\begin{gathered} \text { Budget } \\ \text { 2012-2013 } \end{gathered}$ | Estimated 2012-2013 | Proposed 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 521,209 | 504,422 | 507,012 | 541,823 |  |
| 134 DEPARTMENT: COMMUNICATIONS | DEPARTMENT: COMMUNICATIONS |  |  |  |  |  |
| 134-5610 | LEASED EQUIPMENT AND LINES | 5,989 | 9,500 | 9,500 | 9,500 | Provides the rental costs of tower space for the radio repeater system $(\$ 2,400)$; VOTER telephone line connection (\$1000); monthly cellular fee (\$48/month) for dispatch center connection to 7 in-car computers ( $\$ 4,050$ ); secure telephone link to DMV records in Augusta (\$159/month = \$1,910). |
| 134-6010 | OFFICE SUPPLIES | 2,481 | 1,600 | 1,900 | 1,900 | Provides for the cost of office supplies for the Communications Department. Largest percentage is for the cost of paper for the DMV/NCIC computer system. |
| 134-6610 | UNIFORMS/CLEANING/TURNOUT | 1,147 | 900 | 900 | 900 | Provides cost of uniforms for dispatchers. |
| 134-6820 | OFFICE EQUIPMENT | 0 | 1,500 | 1,500 | 1,500 | Office equipment that was formally included in a reserve, including chairs, monitors, shelving, etc. |
| 134-6900 | OTHER COMMODITIES | 290 | 400 | 400 | 400 | Provides funds for meetings, maintenance, etc. |
| 134-7010 | TRANSFER TO FURNITURE/EQUIPMENT RESERVE | 5,800 | 0 | 0 | 0 | This account has been discontinued. |
| 134-7030 | TRANSFER TO COMPUTER RESERVE | 20,790 | 0 | 0 | 0 | This account has been discontinued. |

## HARBOR CONTROL

DEPARTMENT: HARBOR

| Acct No | Account Name | $\begin{gathered} \text { Actual } \\ 2011-2012 \end{gathered}$ | $\begin{gathered} \text { Budget } \\ \text { 2012-2013 } \end{gathered}$ | $\begin{aligned} & \text { Estimated } \\ & 2012-2013 \end{aligned}$ | $\begin{aligned} & \text { Proposed } \\ & 2013-2014 \end{aligned}$ | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 116,813 | 130,749 | 128,875 | 139,862 |  |
| 136 | DEPARTMENT: HARBOR CONTROL |  |  |  |  |  |
| 136-4010 | FULL-TIME SALARIES | 42,796 | 52,935 | 52,935 | 59,494 | Funds for 95\% of the full-time Harbormaster position, $7 \%$ of the Police Chief's salary and $10 \%$ of the PoliceAdmin Assistant's salary. |
| 136-4020 | PART-TIME SALARIES | 17,363 | 21,822 | 21,800 | 23,944 | Funds for the Assistant Harbormaster's salary. Salary is based on 32 hours per week for 13 weeks and 24 hours per week for 9 additional weeks. Additional funds are for two Summer Park Rangers, who are budgeted for 40 hours per week each for 15 weeks. |
| 136-4030 | OVERTIME | 2,536 | 3,500 | 3,500 | 3,600 | Provides Harbormaster's overtime for extended days during the busy weekends in the summer, on call outs and abnormal occurrences at the town landing. |
| 136-4050 | HEALTH INSURANCE | 11,280 | 11,503 | 11,503 | 14,493 | Provides department's share of actual health insurance premiums. Healthcare budget is no longer allocated by the old fixed allocation methodology. |
| 136-4060 | RETIREMENT | 3,554 | 3,402 | 3,402 | 772 | Provides department's actual share of retirement. Retirement is no longer allocated by the old fixed allocation methodology. |
| 136-4070 | SOCIAL SECURITY | 4,632 | 5,987 | 5,985 | 6,658 | Employer's share of Social Security. |
| 136-4100 | WORKERS COMPENSATION | 3,725 | 0 | 0 | 0 | Workers Comp is now centralized in this account and no longer distributed to Town Depts. Still allocated to Sewer and School. |
| 136-5010 | POSTAGE | 147 | 350 | 350 | 350 | Funds for the cost of mailing informational materials to mooring holders. Reduction represents the use of the online mooring program reducing the mailings. |

DEPARTMENT: HARBOR

| Acct <br> No | Account Name | $\begin{gathered} \text { Actual } \\ 2011-2012 \end{gathered}$ | $\begin{gathered} \text { Budget } \\ \text { 2012-2013 } \end{gathered}$ | $\begin{aligned} & \text { Estimated } \\ & 2012-2013 \end{aligned}$ | $\begin{aligned} & \text { Proposed } \\ & 2013-2014 \end{aligned}$ | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 116,813 | 130,749 | 128,875 | 139,862 |  |
| 136 | DEPARTMENT: HARBOR CONTROL |  |  |  |  |  |
| 136-5020 | TELEPHONE | 1,098 | 1,100 | 1,100 | 1,100 | Funds for the telephone service to the Harbormaster's office and the Harbormaster's cellular phone. |
| 136-5040 | EDUCATION/MEETING | 50 | 400 | 400 | 400 | Two day annual certification for Harbormaster and Assistant at Maine Maritime Academy. |
| 136-5060 | PRINTING | 503 | 500 | 400 | 500 | Funds for printing of mooring and launch stickers and misc. documents. |
| 136-5200 | ELECTRICITY | 843 | 1,000 | 1,000 | 1,000 | Electricity to the pier and office lighting and heat for the office. |
| 136-5220 | WATER | 393 | 300 | 250 | 300 | Provides the cost of public water at the pier facility. |
| 136-5240 | SANITARY SERVICES | 1,425 | 2,500 | 1,800 | 1,800 | Actual cost associated with rental and service of restroom facilities at Town Pier during warmer months. |
| 136-5310 | VEHICLE MAINTENANCE | 6,852 | 6,000 | 5,000 | 5,500 | Funds for the maintenance of the Harbormaster's boat and trailer as well as a portion of the harbor truck. Variance for this year is due to good preventive maintenance. |
| 136-5330 | RADIO/RADAR MAINTENANCE | 83 | 250 | 250 | 250 | Funds for the repairs to the marine and police radios. |
| 136-5500 | MAINTENANCE BUILDING | 7,721 | 4,000 | 4,700 | 5,000 | Provides for minor repairs to the pier and the seasonal removal and installation of the floats. Pier is 12 years old and is requiring more maintenance every year. |

DEPARTMENT: HARBOR

| $\begin{aligned} & \text { Acct } \\ & \text { No } \end{aligned}$ | Account Name | Actual <br> 2011-2012 | $\begin{gathered} \text { Budget } \\ \text { 2012-2013 } \end{gathered}$ | Estimated <br> 2012-2013 | Proposed <br> 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 116,813 | 130,749 | 128,875 | 139,862 |  |
| 136 | DEPARTMENT: HARBOR CONTROL |  |  |  |  |  |
| 136-5900 | OTHER CONTRACTUAL SERVICES | 10 | 500 | 500 | 400 | Funds are for incidental services at the town landing. |
| 136-6130 | MOTOR FUEL AND LUBRICANTS | 3,029 | 6,000 | 5,800 | 5,800 | Funds for the fuel and lubricants for the Harbormaster's boat. Work with the USCG has been reduced which requires us to pay for fuel, thus the increase for FY12 and similar cost for FY 13 and FY 14. Also includes costs for the harbor truck. |
| 136-6520 | SAFETY EQUIPMENT/SUPPLIES | 0 | 400 | 400 | 400 | Funds for the necessary replacement of safety equipment such as life jackets, survival gear, flares, etc. |
| 136-6610 | UNIFORMS/ CLEANING/ TURNOUT | 1,268 | 1,000 | 1,000 | 800 | Funds for the replacement of uniforms for the Harbormaster and Assistant Harbormaster, and the annual cleaning stipend for the Harbormaster (\$240). $\$ 200$ added for park ranger's uniforms. |
| 136-6800 | EQUIPMENT | 0 | 900 | 900 | 900 | Misc. equipment. This expense was formally included in a reserve. |
| 136-6810 | EQUIPMENT MAINTENANCE | 0 | 6,000 | 5,500 | 6,000 | Maintenance on the Harbor's floats. This expense was formally included in a reserve. |
| 136-6900 | OTHER COMMODITIES | 502 | 400 | 400 | 400 | Line item provides for accounting of misc. operating equipment and hardware needs. |

DEPARTMENT: HARBOR

| Acct <br> No | Account Name | $\begin{gathered} \text { Actual } \\ 2011-2012 \end{gathered}$ | $\begin{gathered} \text { Budget } \\ 2012-2013 \end{gathered}$ | Estimated 2012-2013 | Proposed \| 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 116,813 | 130,749 | 128,875 | 139,862 |  |
| 136 | DEPARTMENT: HARBOR CONTROL |  |  |  |  |  |
| 136-7015 | EQUIPMENT \& PIER RESERVE | 7,000 | 0 | 0 | 0 | This account has been discontinued. |

## ANIMAL CONTROL

DEPARTMENT: ANIMAL CONTROL

| Acct <br> No | Account Name | $\begin{gathered} \text { Actual } \\ \text { 2011-2012 } \end{gathered}$ | $\begin{gathered} \text { Budget } \\ \text { 2012-2013 } \end{gathered}$ | Estimated 2012-2013 | Proposed <br> 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 11,997 | 13,305 | 12,205 | 13,305 |  |
| 136-1 | DEPARTMENT: ANIMAL CONTROL |  |  |  |  |  |
| 136-1-4010 | FULL-TIME SALARIES | 0 | 0 | 0 | 0 |  |
| 136-1-4020 | PART-TIME SALARIES | 10,721 | 10,037 | 10,037 | 10,037 | Funds for part-time animal control officer. This is a shared position with the Assistant Harbor Master. Salary is based on 600 hours. |
| 136-1-4070 | SOCIAL SECURITY | 820 | 768 | 768 | 768 | Employer's share of Social Security. |
| 136-1-5040 | EDUCATIONAL/MEETING | 219 | 0 | 0 | 0 | This account requires no funds for FY13 or FY14. |
| 136-1-5060 | PRINTING | 0 | 0 | 0 | 0 | This account requires no funds for FY13 or FY14. |
| 136-1-5310 | VEHICLE MAINTENANCE | 0 | 0 | 0 | 0 | This account requires no funds for FY13 or FY14. |
| 136-1-5940 | CANINE CONTROL | 237 | 2,000 | 1,000 | 2,000 | Provides for impoundment charges for stray dogs and cats to the kennel, certain medical expenses and disposal charges for animals. |
| 136-1-6900 | OTHER COMMODITIES | 0 | 500 | 400 | 500 | Nets, leashes, cages, and misc. items. |

## POLICE BUILDING MAINTENANCE

| $\begin{aligned} & \text { Acct } \\ & \text { No } \end{aligned}$ | Account Name | Actual 2011-2012 | Budget 2012-2013 | Estimated 2012-2013 | Proposed 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT | 36,584 | 36,800 | 40,400 | 39,900 |  |
| 137 | DEPARTMENT: POLICE BUILDING MAINTENANCE |  |  |  |  |  |
| 137-5200 | ELECTRICITY | 16,438 | 18,500 | 17,100 | 17,500 | Electricity costs for the public safety facility. |
| 137-5220 | WATER | 2,791 | 2,700 | 2,700 | 2,800 | Water costs for the public safety building. |
| 137-5230 | FUEL OIL | 6,830 | 9,600 | 9,600 | 9,600 | Propane costs for the public safety building. |
| 137-5500 | MAINTENANCE/BUILDING | 10,525 | 6,000 | 11,000 | 10,000 | This item covers the costs of repairs to plumbing, electrical, phone, heating and other systems as well as general maintenance to the building as needed. As the building gets older more maintenance is required. |

## STREET LIGHTS \& TRAFFIC SIGNALS

DEPARTMENT: STREETLIGHTS AND TRAFFIC SIGNALS

| Acct <br> No | Account Name | $\begin{gathered} \text { Actual } \\ 2011-2012 \end{gathered}$ | $\begin{gathered} \text { Budget } \\ 2012-2013 \end{gathered}$ | Estimated <br> 2012-2013 | Proposed <br> 2013-2014 | 2013-2014 Line Item Budget Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | DEPARTMENT TOTAL | 90,472 | 92,000 | 92,000 | 92,000 |  |
| 135 | DEPARTMENT: STREETLIGHTS \& TRAFFIC SIGNALS |  |  |  |  |  |
| 135-5210 | STREET LIGHTING | 87,472 | 92,000 | 92,000 | 92,000 | Provides the cost of electricity for the town's streetlights and traffic signals. Total number of street lights is 612. Monthly rental rate varies per fixture from $\$ 7.86$ to $\$ 9.60$. |
| 135-7015 | TRAFFIC LIGHT MAINT/UPGRADE RESERVE | 3,000 | 0 | 0 | 0 | This account has been discontinued. |

