

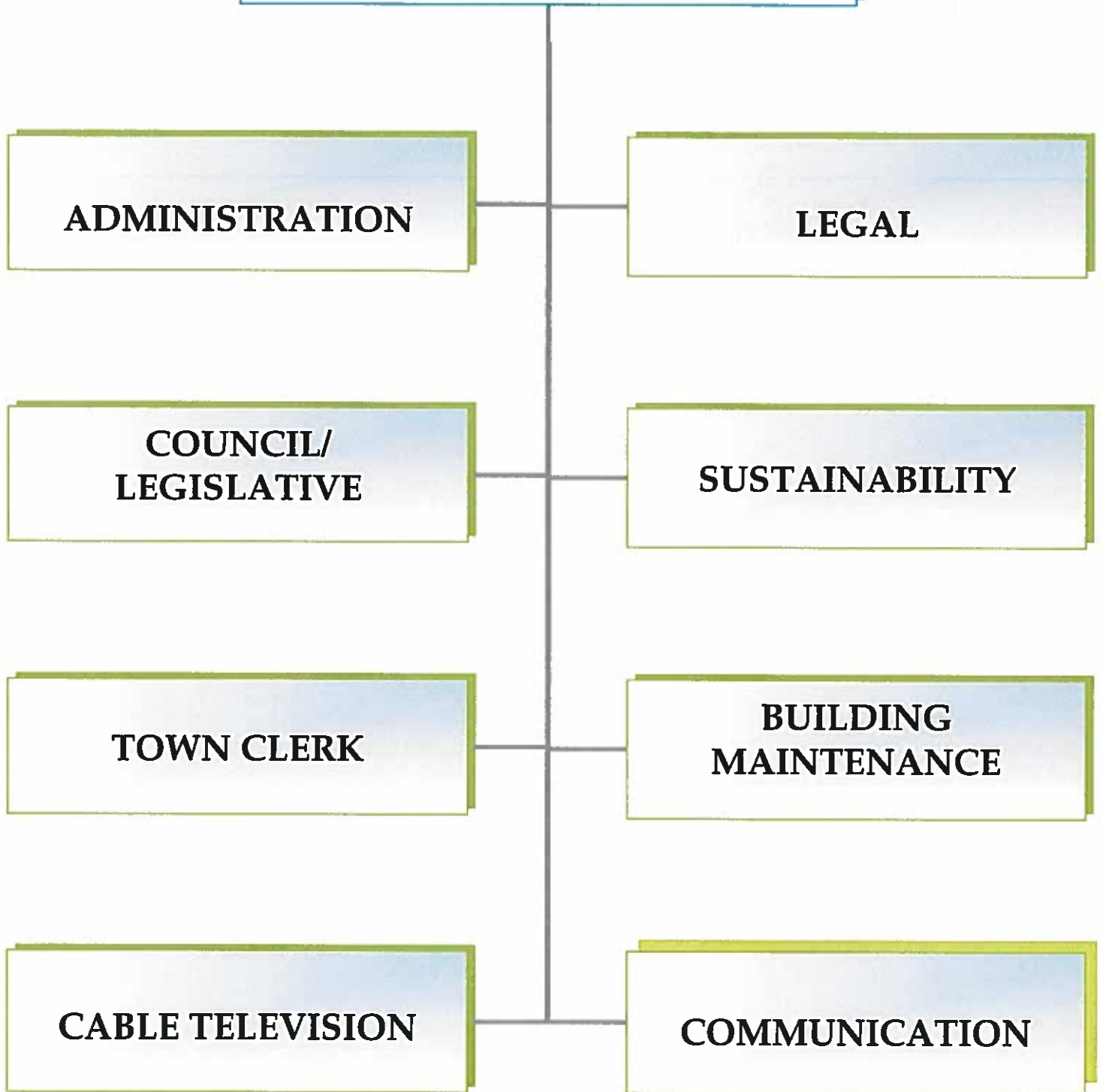
***GENERAL FUND REVENUES***

Acct No	Account Name	Actual FY20	Budget FY21	Estimated FY21	Proposed FY22	FY22 vs FY21 Budget	%	Explanation
	<b>TOTAL GENERAL REVENUES</b>	6,238,045	6,056,254	5,963,956	6,363,004	306,751	5.1%	
R3015	Use of Fund Balance							
R3020	Boat Excise Taxes	33,527	35,000	35,000	35,000	-	0.0%	Has been flat
R3030	Auto Excise Taxes	3,536,250	3,339,605	3,359,605	3,536,250	196,645	5.9%	Assume goes back to FY20 level
R3110	Building Permits	106,760	90,000	113,000	116,390	26,390	29.3%	Assume 3% growth over 2021 Estimate
R3112	Electrical Permits	25,717	20,000	28,000	28,840	8,840	44.2%	Assume 3% growth over 2021 Estimate
R3115	Growth Permit Fees	3,974	3,000	7,245	7,410	4,410	147.0%	Assume 3% growth over 2021 Estimate
R3116	Code Enforcement - Fines	0	0	0	0	-	-	Don't plan on this
R3120	Zoning Board Fees	4,410	4,000	4,000	4,000	-	0.0%	Remains flat
R3123	Planning Board Fees	16,000	12,000	15,000	16,000	4,000	33.3%	Remains flat to 2020
R3130	Town Clerk Licenses/Fees	14,000	11,605	11,605	11,605	-	0.0%	Has been flat
R3135	Dog License Fees	6,775	6,688	6,775	6,775	87	1.3%	Assume remain at FY20 Level
R3140	Miscellaneous Permits & Fees	8,386	9,996	9,996	9,996	-	0.0%	Assume remain at FY21 Level
R3145	Firearms	530	364	364	364	-	0.0%	Assume remain at FY21 Level
R3150	Inspection Fees	11,427	10,000	10,000	10,000	-	0.0%	Assume remain at FY21 Level
R3160	Resident Stickers	13,900	14,225	14,225	14,225	-	0.0%	Assume remain at FY21 Level
R3170	Auto Tags	33,000	48,500	28,500	48,500	-	0.0%	\$2 Agent Fee Increase
R3171	Rec. Vehicle Tags	2,350	2,250	2,250	2,250	-	0.0%	Historical level
R3180	Cable TV Franchise Fees	219,000	210,000	220,000	220,000	10,000	4.8%	Remains flat to 2021 Estimate
R3190	Plumbing Inspections	37,000	30,000	37,000	37,740	7,740	25.8%	2% growth over FY21 estimate
R3210	Witness Fees	600	600	600	600	-	0.0%	Historical level
R3220	Parking Tickets	1,400	1,400	2,000	1,400	-	0.0%	Historical level
R3240	Penalty Interest	52,500	60,000	60,000	60,000	-	0.0%	Assume remain at FY21 Budget level
R3340	Recycling Center	54,580	44,079	50,000	54,580	10,501	23.8%	Remains flat to 2020
R3350	Composting Sales	6,650	5,919	5,919	5,919	-	0.0%	Assume remain at FY21 Budget
R3360	Ambulance Charges	412,000	440,281	420,000	424,360	(15,921)	-3.6%	Assume 3% increase over FY20 Level
R3370	Accident Reports	2,414	2,881	2,881	2,881	-	0.0%	Assume remain at FY21 Level
R3375	Yarmouth Dispatch	178,371	183,723	182,000	187,460	3,737	2.0%	Yarmouth Support - Annual Increase of 3%

Acct No	Account Name	Actual FY20	Budget FY21	Estimated FY21	Proposed FY22	FY22 vs FY21 Budget	%	Explanation
	<b>TOTAL GENERAL REVENUES</b>	<b>6,238,045</b>	<b>6,056,254</b>	<b>5,963,956</b>	<b>6,363,004</b>	<b>306,751</b>	<b>5.1%</b>	
R3390	Mooring Fees	155,000	209,445	209,445	209,445	-	0.0%	Mooring Fee Increase in FY21, flat in FY22
R3391	Dinghy Fees	5,200	4,500	4,500	4,500	-	0.0%	Assume remain at FY21 Level
R3392	Cumberland Harbor Control Fee	0	2,000	2,000	2,000	-		Assume remain at FY21 Level
R3395	Launching Fees	510	280	280	280	-	0.0%	Assume remain at FY21 Level
R3410	Snowmobile Registration	1,893	1,807	1,807	1,807	-	0.0%	Assume remain at FY21 Level
R3420	General Assistance Reimbursement	2,500	2,500	2,500	2,500	-	0.0%	Assume remain at FY21 Level
R3430	State Revenue Sharing	790,211	822,532	822,532	1,020,000	197,468	24.0%	Assume FY21 Budget Pre-COVID Budget
R3440	Veterans Reimbursement	5,700	4,197	7,261	7,261	3,064	73.0%	Assume remain at FY21 Level
R3450	Transit Bonus	0	0	0	0	-		Assume remain at FY21 Level
R3460	Tree Growth Reimbursement	22,472	23,321	22,110	22,110	(1,211)	-5.2%	Assume remain at FY21 Level
R3470	State Park Funds	355	6,975	6,975	6,975	-	0.0%	Assume remain at FY21 Level
R3435	FEMA Reimbursement							
R3496	Fire Dept - Misc Revenues	0	0	0	0	-		Don't plan on this
R3505	Unrealized Gain/Loss on Investement	(65,000)	0	0	0	-		Assume flat value in FY21.
R3510	Interest Income	464,500	334,000	200,000	185,000	(149,000)	-44.6%	Assume 1.75% overall interest rate drop
R3520	Miscellaneous Revenues (Town)	47,400	32,533	32,533	32,533	-	0.0%	Assume remain at FY21 Level
R3540	Worker's Comp Refund	0	0	0	0	-		Don't plan on this
R3550	Insurance Refund	0	0	0	0	-		Don't plan on this
R3560	Tower Lease	25,783	26,048	26,048	26,048	-		US Cellular - Woods Rd Tower

***GENERAL GOVERNMENT***

**GENERAL GOVERNMENT**



## *ADMINISTRATION*

DEPARTMENT: ADMINISTRATION

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2020-2021 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>409,909</b>	<b>342,377</b>	<b>342,354</b>	<b>403,617</b>	17.89% over(- under) FY21 budget
<b>111</b>	<b>DEPARTMENT: ADMINISTRATION</b>					
111-4010	FULL-TIME SALARIES	217,517	209,768	209,768	250,472	Salary for the Town Manager (70%), Assistant Town Manager (75%), Administrative Analyst (50%), added Executive Assistant (60%) in FY22. Increase due to equity Adjustments and cost of living increase of 2.5%.
111-4020	PART-TIME SALARIES	1,416	0	0	0	
111-4030	OVERTIME	2,293	0	0	0	
111-4040	TRANSPORTATION	6,924	7,000	7,000	7,000	Town Manager's car allowance and reimbursement of administrative staff travel using personal vehicle.
111-4050	HEALTH INSURANCE	44,269	35,299	35,299	45,417	0.0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022.
111-4060	RETIREMENT	37,412	36,813	36,813	41,215	Employer retirement contribution for MPERS ( 10.3%), ICMA 401 plan (8%). Increase due to cost of living wage increase.
111-4061	RETIREMENT HEALTH SAVINGS	2,288	2,040	2,040	2,446	1% of Salaries
111-4070	SOCIAL SECURITY	16,790	16,582	16,582	19,727	Employer Social Security contribution.
111-5010	POSTAGE	2,665	1,000	1,000	500	Funds for department mailings. Moved Newsletter to Dept 118 in FY21.
111-5020	TELEPHONE	1,300	2,331	2,331	2,331	Includes Town Manager's cell phone and internet service and phone reimbursement for Executive Assistant.



DEPARTMENT: ADMINISTRATION

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2020-2021 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>409,909</b>	<b>342,377</b>	<b>342,354</b>	<b>403,617</b>	17.89% over(- under) FY21 budget
<b>111</b>	<b>DEPARTMENT: ADMINISTRATION</b>					
111-5040	EDUCATIONAL / MEETING	5,253	4,750	4,750	6,750	ICMA 1 @ \$3,500; MTCMA @ 500; MMA / Legislation @ \$300; Asst. Manager expenses @ \$2,450.
111-5080	LEGAL/ ADVERTISING	43,502	0	0	0	
111-5310	VEHICLE MAINTENANCE	1,094	300	300	300	Maintenance costs for the Town's pool vehicle.
111-5490	OTHER PROFESSIONAL SERVICES	3,483	7,500	7,500	7,500	Professional services including , studies, appraisals, surveys, architects, engineering, human resource consulting, and other specialized services including regional efforts.
111-5800	DUES & MEMBERSHIPS	1,166	2,400	2,400	2,400	Dues to International City Manager's Association (ICMA), Maine Town and City Management Association (MTCMA), and the Portland Regional Chamber.
111-5900	OTHER CONTRACTUAL SERVICES	0	0	0	0	
111-6010	OFFICE SUPPLIES	3,033	1,900	1,900	1,900	Office supplies needed during the year.
111-6130	MOTOR FUELS & LUBRICANTS	404	469	446	459	Fuel costs for the Town's pool vehicle.
111-6820	OFFICE EQUIPMENT	2,620	1,000	1,000	1,000	Replacement items including office chairs, file cabinets, tables, etc.
111-6900	OTHER COMMODITIES	10,518	8,725	8,725	9,700	Funds for meetings (\$575), flowers for special occasions (\$350), Town Hall coffee service (\$1,300), kitchen (\$475), first aid supplies (\$500), gift certificates, flags for Veteran's graves on Memorial Day and the Memorial Day parade (\$6,500).



DEPARTMENT: ADMINISTRATION

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2020-2021 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>409,909</b>	<b>342,377</b>	<b>342,354</b>	<b>403,617</b>	17.89% over(- under) FY21 budget
<b>DEPARTMENT: ADMINISTRATION</b>						
111-8930	UNALLOCATED	5,962	4,500	4,500	4,500	Funds for the Town Employee Incentive programs that include: Employee Recognition Breakfast/United Way Kick-off (2,000), Holiday lunch (2,500);

***COUNCIL/LEGISLATIVE***

DEPARTMENT: COUNCIL

Acct No	Account Name	Actual	Budget	Estimated	Proposed	2020-2021 Line Item Budget Notes
		2019-2020	2020-2021	2020-2021	2021-2022	
-	<b>DEPARTMENT TOTAL</b>	<b>84,826</b>	<b>54,239</b>	<b>84,239</b>	<b>93,627</b>	72.62% over(- under) FY21 budget
<b>111-1</b>	<b>DEPARTMENT: COUNCIL/LEGISLATIVE</b>					
111-1-4020	PART-TIME SALARIES	5,680	7,000	7,000	7,000	Stipend for Town Council members.
111-1-4070	SOCIAL SECURITY	470	536	536	536	Employer Social Security contribution.
111-1-5040	MEETINGS & EDUCATIONAL	1,121	0	0	500	Funds for Council training/meals
111-1-5080	LEGAL ADVERTISING	488	2,000	2,000	2,000	Moved from Town Clerk, Forecaster costs moved to Dept 111
111-1-5800	DUES AND SUBSCRIPTIONS	0	1,400	1,400	1,400	Maine Service Center Coalition
111-1-5830	SOCIAL SERVICES	30,000	0	30,000	35,000	Funds for the Human Service Committee to allocate to local social service agencies. Falmouth has a long history of supporting organizations that provide economic and social service resources to residents in need.
111-1-5840	COUNCIL OF GOVERNMENTS	22,370	22,370	22,370	22,929	Dues to the Greater Portland Council of Governments - services include group purchasing, research, planning, cartography, and regional representation on various issues. 2.5% increase in FY22.
111-1-5850	MAINE MUNICIPAL ASSOCIATION	16,497	16,434	16,434	16,762	Dues to the Maine Municipal Association - services include representation before the State Legislature, consulting on personnel and legal matters, and self-insurance pools. 2% Increase assumed in FY22.
111-1-5900	OTHER CONTRACTUAL SERVICES	5,654	0	0	3,000	Funding for miscellaneous Council consulting services including annual Council Retreat costs.
111-1-6900	OTHER COMMODITIES	2,356	2,000	2,000	2,000	Miscellaneous Council expenses.
111-1-6910	BANQUET	190	2,500	2,500	2,500	Funds for the annual municipal banquet.

*LEGAL*

DEPARTMENT: LEGAL

Acct	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2020-2021 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	126,357	90,000	90,000	120,000	33.33% over(- under) FY21 budget
<b>DEPARTMENT: LEGAL</b>						
111-2-5400	LEGAL SERVICES	126,357	90,000	90,000	120,000	General Town legal services for various issues. Assumes no hourly charge increase. Increase due to Union Negotiations.

***TOWN CLERK***

**DEPARTMENT: TOWN CLERK**

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>414,134</b>	<b>409,332</b>	<b>431,938</b>	<b>407,312</b>	-0.49% over(- under) FY21 budget
<b>112 DEPARTMENT: TOWN CLERK</b>						
112-4010	FULL-TIME SALARIES	219,478	219,510	219,510	227,732	Salary for the Town Clerk, Deputy Town Clerk, and two Excise Clerks. FY22 assumes a 2.5% COLA.
112-4020	PART-TIME SALARIES	36,174	27,787	48,787	34,027	Hourly wages paid to election workers for two elections and the Registrar's salary. Assume 2.5% COLA for Registrar in FY21 and a minimum wage increase to \$12.15/hr.
112-4030	OVERTIME	3,322	5,000	5,000	5,000	Overtime for the Deputy Town Clerk and Registrar for election work.
112-4050	HEALTH INSURANCE	57,763	64,085	64,085	49,889	0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022.
112-4060	RETIREMENT	22,783	20,290	20,290	21,310	Employer retirement contribution for MPERS (10.3%), ICMA 401 plan (8%). Increase due to cost of living increases.
112-4061	RETIREMENT HEALTH SAVINGS	2,553	2,184	2,184	2,266	1% of Salaries
112-4070	SOCIAL SECURITY	18,550	19,953	21,559	21,065	Employer Social Security contribution.
112-5010	POSTAGE	5,819	5,750	5,750	5,750	Postage for certified letters in August, September, and February for taxes, absentee ballots June and November. Weekly large mailings to Vitals, IFW and BMV. Increased budget due November Presidential Election increase in Absentee Ballot mailings.



**DEPARTMENT: TOWN CLERK**

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>414,134</b>	<b>409,332</b>	<b>431,938</b>	<b>407,312</b>	<b>-0.49% over(- under) FY21 budget</b>
<b>DEPARTMENT: TOWN CLERK</b>						
112-5020	TELEPHONE	648	648	648	648	Cell phone and internet access charges.
112-5030	TRANSPORTATION	49	150	150	150	Mileage reimbursement. Trips to nursing homes during 2 elections and other misc travel.
112-5040	EDUCATIONAL/MEETING	545	1,550	1,550	1,550	Training opportunities for all staff. Costs include Secretary of State's election conference, Vital Records classes, Title 21-A (State Election Law), 30-A (Municipal Law), MMA Convention and Tax Liens
112-5060	PRINTING	10,223	14,500	14,500	11,500	Printing needs for two elections (\$4000), Tax Bill processing (\$7,500)
112-5080	LEGAL/ADVERTISING	1,053	2,000	2,000	500	Funds for legal ads in newspapers.
112-5300	MACHINE/EQUIPMENT MAINTENANCE	4,175	6,000	6,000	6,000	Sec. of State is in the process of negotiating a contract for new voting machines and new IT maintenance and programming agreement. to be in We most likely will need to rent additional equipment for the Nov 2020 Election.
112-5410	COMPUTER SERVICES	499	200	200	200	Costs associated with Imageflo.
112-5490	OTHER PROFESSIONAL SERV	5,911	5,500	5,500	5,500	Preservation of old town records (\$5500).
112-5800	DUES & MEMBERSHIPS	110	225	225	225	Membership dues include Cumberland County Clerks Association & Maine Town City Clerks Assoc. each for Clerk and Deputy Clerk., Tax and Treasurers Dues. Cumberland County raised the membership rates to 15 per person

DEPARTMENT: TOWN CLERK

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	414,134	409,332	431,938	407,312	-0.49% over(- under) FY21 budget
<b>112 DEPARTMENT: TOWN CLERK</b>						
112-5830	SOCIAL SERVICE AGENCIES	0	0	0	0	
112-5890	GENERAL ASSISTANCE	21,140	10,000	10,000	10,000	General Assistance, Fuel Assistance and those who qualify for Energy Efficiency assistance. We are seeing an increase in GA appointments and assistance in 2020. some families have moved to Falmouth who will be continuing to rely on GA. The incremental impact (\$10K) has been moved to the General Assistance Special Revenue Fund.
112-5900	OTHER CONTRACTUAL SERVICES	0	0	0	0	
112-6010	OFFICE SUPPLIES	2,766	2,500	2,500	2,500	Office supplies needed during the year.
112-6020	BOOKS/SUBSCRIPTIONS	0	0	0	0	Educational books and subscriptions, including MMA manuals.
112-6900	OTHER COMMODITIES	573	1,500	1,500	1,500	Misc expenses for elections and absentee voting.

***BUILDING MAINTENANCE***

**DEPARTMENT: BUILDING MAINTENANCE**

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimate 2020-2021	Proposed 2021-2022	2020-2021 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>129,843</b>	<b>122,831</b>	<b>123,257</b>	<b>119,821</b>	-2.45% over(- under) FY21 budget
<b>113</b>	<b>DEPARTMENT: BUILDING MAINTENANCE</b>					
113-4010	FULL-TIME SALARIES	50,464	50,565	50,565	52,459	Salary for Town Hall custodian plus IT Assistant (10%). Cost of living increase of 2.5% in FY2022.
113-4030	OVERTIME	1,404	2,244	2,244	2,244	Overtime for special projects.
113-4050	HEALTH INSURANCE	21,078	22,215	22,215	21,096	0.0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022. Change in coverage level for IT Assistant in FY22
113-4060	RETIREMENT	4,253	4,294	4,294	4,469	Employer retirement contribution for MPERS(10.3% ), ICMA 401 plan (8%).
113-4061	RETIREMENT HEALTH SAVINGS	537	503	503	522	1% of Salary
113-4070	SOCIAL SECURITY	3,847	4,232	4,232	4,379	Employer Social Security contribution.
113-5020	TELEPHONE	648	648	648	648	Custodian telephone
113-5030	TRANSPORTATION	297	240	240	240	Monthly mileage reimbursement at \$20/ month
113-5200	ELECTRICITY	14,617	11,482	13,346	7,583	15% Savings due to LED light replacements, slightly lower cost per KWH. Solar project savings (\$6,308)
113-5220	WATER	674	650	675	675	Water and sewer charges for Town Hall.
113-5230	PROPANE	6,840	8,508	7,045	7,256	Heating fuel for Town Hall. Assume 3% inc in FY21 and FY22.
113-5500	MAINTENANCE/BUILDING	15,942	6,000	6,000	6,000	Funds for repairs to plumbing, electrical, phone, heating and other systems as well as general maintenance to the building as needed.

DEPARTMENT: BUILDING MAINTENANCE

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimate 2020-2021	Proposed 2021-2022	2020-2021 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>129,843</b>	<b>122,831</b>	<b>123,257</b>	<b>119,821</b>	-2.45% over(- under) FY21 budget
<b>113</b>	<b>DEPARTMENT: BUILDING MAINTENANCE</b>					
113-5900	OTHER CONTRACTUAL SERVICES	4,347	8,250	8,250	8,250	Annual service contracts for: HVAC, elevator license inspection and periodic service, sprinkler and alarm system, generator service, and pest control.
113-6900	OTHER COMMODITIES	4,895	3,000	3,000	4,000	Funds for cleaning and misc. supplies for Town Hall. Moved Custodian phone charge to Acct 5020. \$1K for post-COVID protocols

***CABLE TELEVISION***

DEPARTMENT: CABLE TV

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	68,484	71,775	71,990	70,594	-1.65% over(- under) FY21 budget
116	DEPARTMENT: CABLE T.V.					
116-4010	FULL-TIME SALARIES	38,371	37,238	37,238	38,640	Salary for the Cable TV Station Manager (60%).
116-4020	PART-TIME SALARIES	7	1,000	-	-	Part time cable TV backup.
116-4030	OVERTIME	5,539	3,000	4,200	5,200	Over time for cable TV operator and backup.
116-4050	HEALTH INSURANCE	11,786	12,117	12,117	5,402	0.0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022.
116-4060	RETIREMENT	4,276	3,761	3,761	3,980	Increase in employe retirement contribution for MPERS (10.3%). Increase due to rate and cost of living increase.
116-4061	RETIREMENT HEALTH SAVINGS	449	372	372	386	1% of Salaries
116-4070	SOCIAL SECURITY	3,282	3,239	3,254	3,438	Employer Social Security contribution.
116-5020	TELEPHONE	734	648	648	648	Cell phone reimbursement at \$54 per month.
116-5040	EDUCATIONAL/MEETING	533	-	-	500	Professional development, attendance at professional associations, and meetings associated with franchise agreement renewal.
116-5300	MACHINE/EQUIPMENT MAINTENANCE/SOFTWARE	3,183	2,500	2,500	2,500	Funds to cover repairs for equipment that is out of warranty and software maintenance renewals for video editing system and video server.
116-5410	COMPUTER SERVICES	-	1,400	1,400	1,400	Cable modem service for Cable TV network



DEPARTMENT: CABLE TV

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	68,484	71,775	71,990	70,594	-1.65% over(- under) FY21 budget
116	DEPARTMENT: CABLE T.V.					
116-5900	PROGRAM DEVELOPMENT	3	6,000	6,000	8,000	Champ streaming software/hardware and On-Demand HD program storage, agendas/minutes (\$7,500) and contract work (\$500) Increase due to HD streaming and storage.
116-6010	OFFICE SUPPLIES	321	500	500	500	Office supplies needed during the year. Includes purchase of DVDs, batteries, light bulbs and other specialty media supplies.

***COMMUNICATION***

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>152</b>	<b>60,517</b>	<b>59,845</b>	<b>64,017</b>	5.78% over(- under) FY21 budget
<b>118</b>	<b>DEPARTMENT: COMMUNICATION</b>					
118-4020	PART-TIME SALARIES	141	25,584	24,960	25,584	Communication Specialist (\$50%)
118-4061	RETIREMENT HEALTH SAVINGS	0	256	256	256	
118-4070	SOCIAL SECURITY	11	1,977	1,929	1,977	Employer Social Security contribution.
118-5010	POSTAGE	0	0	0	0	
118-5040	EDUCATIONAL / MEETING	0	0	0	2,500	Annual Conference
118-5080	LEGAL/ ADVERTISING	0	32,500	32,500	32,500	Forecaster costs @ \$16,000, Town Newsletter \$8K, 1 Town-wide mailing \$4K, Facebook ads \$500, marketing materials \$4K.
118-5490	OTHER PROFESSIONAL SERVICES	0	0	0	0	
118-5900	OTHER CONTRACTUAL SERVICES	0	0	0	0	
118-6010	OFFICE SUPPLIES	0	200	200	200	
118-6900	OTHER COMMODITIES	0	0	0	1,000	New Resident Packages

## ***SUSTAINABILITY***

DEPARTMENT: SUSTAINABILITY

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>81,860</b>	<b>76,562</b>	<b>87,189</b>	<b>139,218</b>	<b>81.84% over(- under) FY21 budget</b>
<b>DEPARTMENT: SUSTAINABILITY</b>						
119-4010	FULL-TIME SALARIES	24,365	23,689	23,689	28,526	Salary for the Energy Sustainability Coordinator position (50.0%). Cost of living increase of 2.5%.
119-4030	OVERTIME	535	1,524	1,524	1,524	
119-4050	HEALTH INSURANCE	4,401	4,501	7,222	9,274	0.0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022.
119-4060	RETIREMENT	1,987	1,977	1,977	2,930	MPERS plan (10.3%).
119-4061	RETIREMENT HEALTH SAVINGS	254	247	247	284	
119-4070	SOCIAL SECURITY	1,871	1,979	1,979	2,352	Employer Social Security contribution.
119-5020	TELEPHONE	0	0	0	0	
119-5040	EDUCATIONAL / MEETING	907	200	200	1,000	\$1,000 for Sustainability Coordinator training/seminars
119-5210	STREET LIGHTING	29,022	21,145	29,051	26,529	Street Lights and Traffic Signals. 199,625 annual KWh Solar project savings (\$4,248)
119-5300	STREET LIGHT MAINTENANCE	3,478	8,000	8,000	8,000	Covers street lights and Town-owned lights
119-5490	OTHER PROFESSIONAL SERVICES	0	0	0	11,000	Water testing for fertilizers and pesticides (\$10K), and \$1K for Town Landing water testing.
119-5800	DUES & SUBSCRIPTIONS			0	500	
119-5900	OTHER CONTRACTUAL SERVICES	15,000	0	0	14,000	Invasives Control (\$14K).
119-6010	OFFICE SUPPLIES	40	300	300	300	Office supplies needed during the year.
119-6900	OTHER COMMODITIES	0	1,000	1,000	1,000	Committee Outreach costs.
119-8520	HIGHLAND LAKE	0	12,000	12,000	32,000	Highland Lake mitigation moved from Non-Departmental in FY21.

***FINANCE***





***ASSESSMENT ADMINISTRATION***

DEPARTMENT: ASSESSMENT ADMINISTRATION

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2020-2021 Line Item Budget Notes
-	DEPARTMENT TOTAL	165,492	175,000	175,000	179,020	2.3% over(under) FY21 budget
121	DEPARTMENT: ASSESSMENT					
121-4010	FULL-TIME SALARIES	9,402	9,645	9,645	10,007	Provides for the salary of the Admin Coordinator (20%).
121-4030	OVERTIME	0	0	0	0	Provides for administrative time for Board of Assessment Review & Personal Property discovery.
121-4050	HEALTH INSURANCE	2,022	2,938	2,938	1,801	0.0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022.
121-4060	RETIREMENT	750	769	769	798	Department's share of retirement costs
121-4061	RETIREMENT HEALTH SAVINGS	96	96	96	100	1% salary
121-4070	SOCIAL SECURITY	685	745	745	773	Employer's share of Social Security.
121-5010	POSTAGE	50				
121-5410	COMPUTER SERVICES	0	2,833	2,833	2,833	FY20 - New Vision 8 upgrade \$17,800, and Upgrade MUNIS to expand digits on map/lot number (\$5K). GIS annual support costs \$2,833.
121-5020	TELEPHONE					
121-5490	OTHER PROFESSIONAL SERVICES	152,487	157,824	157,824	162,558	Use of County Regional Assessing - 3% increase from FY21.
121-5810	ASSESSMENT REVIEW BOARD		100	100	100	Support Costs
121-6010	OFFICE SUPPLIES		50	50	50	Support Costs

***ACCOUNTING AND CONTROL***

DEPARTMENT: ACCOUNTING AND CONTROL

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	301,495	273,542	273,542	289,830	5.95% over(- under) FY21 budget
122	DEPARTMENT: ACCOUNTING & CONTROL					
122-4010	FULL-TIME SALARIES	208,784	175,527	175,527	182,613	Salaries for Finance Director (70%), Payroll Administrator (70%), Accountant (80%), and 6% of the Executive Assistant. Increase due to 2.5% cost of living increase in FY2022.
122-4020	PART-TIME SALARIES	0	0	0	0	
122-4030	OVERTIME	636	1,000	1,000	1,000	Overtime for Payroll Administrator
122-4050	HEALTH INSURANCE	35,353	36,595	36,595	43,276	0.0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022.
122-4060	RETIREMENT	16,243	16,312	16,312	16,940	Employer retirement contribution for MPERS (10.3%), ICMA 401 plan (8%). Increase due to cost of living increase.
122-4061	RETIREMENT HEALTH SAVINGS	1,774	1,743	1,743	1,614	1% of Salaries
122-4070	SOCIAL SECURITY	15,575	13,890	13,890	14,437	Employer's share of Social Security.
122-5010	POSTAGE	3,601	5,200	5,200	3,500	Provides funds for various activities such as mailing checks to vendors, 1099s, W2s etc. This account also provides the Town wide cost of the annual maintenance agreement for the Town's postage meter.
122-5030	TRANSPORTATION	0	75	75	50	Transportation expenses for Finance employees to conduct Town business and to attend training seminars.
122-5040	EDUCATIONAL/MEETING	85	400	400	400	Professional development and training for staff.
122-5080	LEGAL/ADVERTISING	528	0	0	0	

DEPARTMENT: ACCOUNTING AND CONTROL

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	301,495	273,542	273,542	289,830	5.95% over(- under) FY21 budget
122	DEPARTMENT: ACCOUNTING & CC					
122-5430	AUDIT	14,288	16,000	16,000	19,500	RHR Smith Audit services in FY21. Assumes we will be at \$35K for School, Town and Wastewater. The amount shown here is the Town portion only. Assume new auditor in FY22.
122-5490	OTHER PROFESSIONAL SERVICES	722	1,000	1,000	1,000	GASB 45, 68 and 69 MMA \$456 actuarial fee for 2018 CAFR ( OPEB and Pension). Confidential Destruction of records.
122-5700	TRANSFER FEES	2,375	3,500	3,500	3,500	This line item reflects the cost of filing and discharging liens and is offset by lien fees assessed to delinquent property taxpayers.
122-5800	DUES & MEMBERSHIPS	250	800	800	800	Provides dues to various professional associations such as Government Finance Officers Association and the Maine Tax Collectors and Treasurers Association.
122-6010	OFFICE SUPPLIES	555	600	600	600	In-house printing, forms and general office supplies.
122-6015	COMPUTER FORMS/SUPPLIES	326	850	850	400	Payroll and disbursement check stock, and computer paper and supplies used by all departments.
122-6020	BOOKS/SUBSCRIPTIONS	0	50	50	0	Educational materials, newsletters etc.
122-6900	OTHER COMMODITIES	400				

***DEBT SERVICE***

DEPARTMENT: DEBT SERVICE

Acct No	Account Name	Actual 2019-2020	Budget 2019-2020	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	495,792	481,748	483,526	472,423	-1.94% over(- under) FY21 budget
123	DEPARTMENT: DEBT SERVICE					
123-8059	Library Construction Bond Principal	167,100	165,322	167,100	165,322	Annual principal payment on the 2016 Public Safety Refunding bond issue. Annual principal payment on the 2019 Library bond issue.
123-8060	2007 FS BLDG IMPROV BOND PRINCIPAL	205,000	200,000	200,000	200,000	Annual principal payment on the 2016 Public Safety Refunding bond issue. Annual principal payment on the 2019 Library bond issue.
123-8200	BOND INTEREST	123,692	116,426	116,426	107,101	Annual interest payments on the 2016 Public Safety Refunding bond issue. Annual interest payment on the 2019 Library bond issue.



***INSURANCE/RISK MANAGEMENT***

DEPARTMENT: INSURANCE

Acct No	Account Name	Actual 2019-2020	Budget 2019-2020	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>318,787</b>	<b>318,935</b>	<b>354,325</b>	<b>382,698</b>	19.99% over(- under) FY21 budget
124	<b>DEPARTMENT: INSURANCES/RISK MANAGEMENT</b>					
124-4080	GROUP INSURANCE	2,505	3,407	3,407	3,492	This is a group term life insurance program through MainERS. The Town pays a premium for the first \$9,000 coverage per employee. Assume 2.5% inflation
124-4090	INCOME PROTECTION	25,823	27,477	27,477	28,164	This is the employer cost for the short-term disability insurance available to all Town employees. For Police and non-union employees, the cost split is 50% employer/50% employee. For Public Works the cost is 100% employee. Assumes a 2.5% increase.
124-4095	LONG-TERM DISABILITY	3,723	3,675	3,675	3,767	This is the cost for long-term disability insurance provided to regular employees. 2.5% increase
124-4100	WORKERS' COMPENSATION	151,027	150,995	175,000	199,135	Assume a 2.5% increase due to employee raises and the addition of 14 full-time Firefighter/EMTs..
124-4110	UNEMPLOYMENT COMPENSATION	2,838	6,826	6,826	6,826	The Town participates in the Maine Municipal Association statewide self-insurance pool. Per MMA letter of December 21, 2019.
124-5015	BANK FEES	7,529	8,030	8,030	8,231	Now shown as expense versus a reduction of interest income. Project 2.5% increase.
124-5105	LIABILITY INSURANCE	111,573	105,427	116,812	119,732	The amount budgeted for this account reflects costs for general liability and building insurance, which cannot be allocated by department. Assumes a 2.5% increase over estimated 2021.
124-5120	PUBLIC OFFICIALS LIABILITY INS.	9,565	10,098	10,098	10,350	This is the cost for public officials liability insurance for elected and appointed board members. Assumes a 2.5% increase.
124-5490	OTHER PROFESSIONAL SERVICES	4,204	3,000	3,000	3,000	FSA and HRA Fees - moved from Dept. 111

***INFORMATION SYSTEMS***

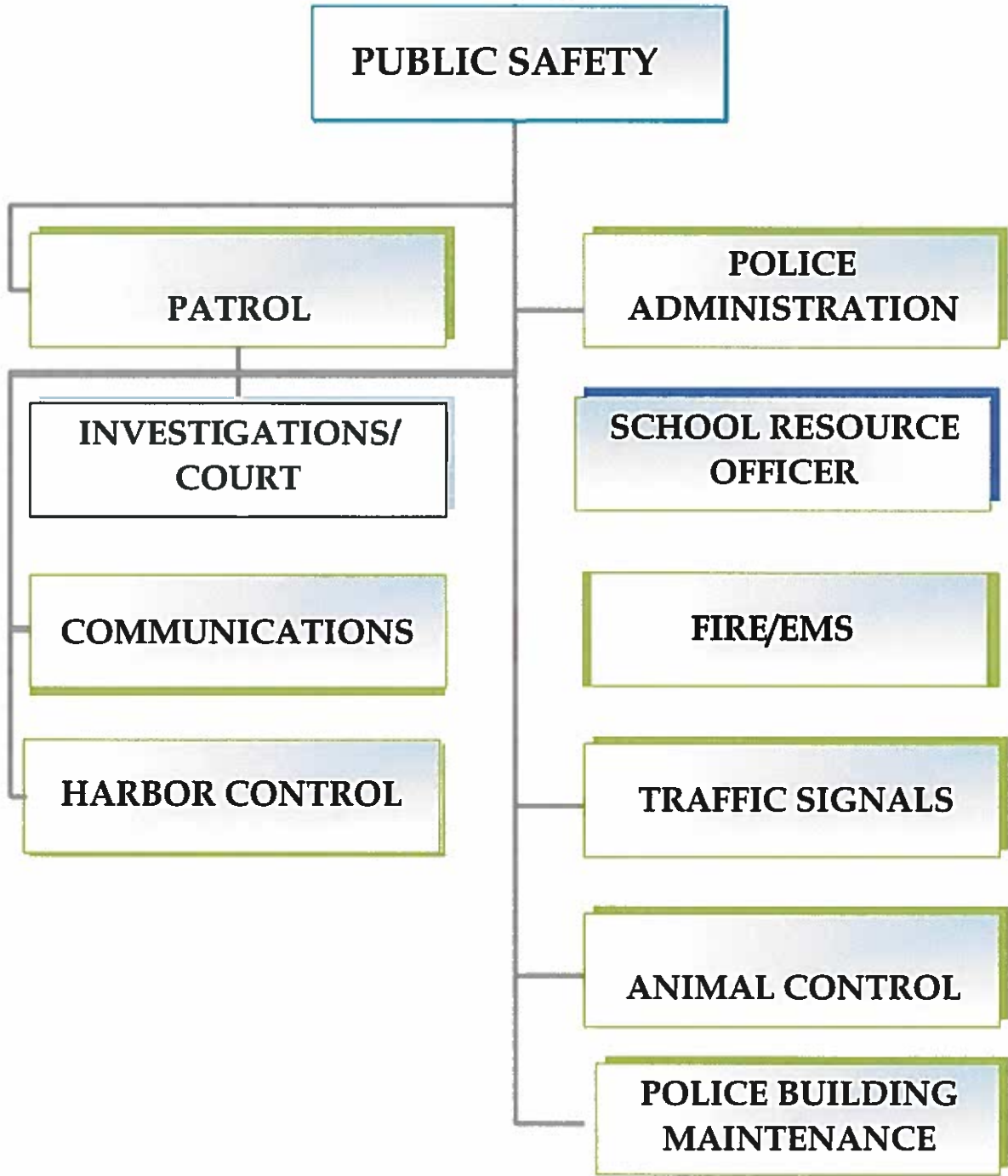
DEPARTMENT: INFORMATION SYSTEMS

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	521,567	507,113	504,813	533,325	5.17% over(- under) FY21 budget
125	DEPARTMENT: INFORMATION SYSTEMS					
125-4010	FULL-TIME SALARIES	97,463	98,911	98,911	94,694	Salary for the Information Systems Administrator (91.9%) and IT Assistant (21.9%). FY22 2.5% COLA, changed Wastewater allocation to 8.1%.
125-4020	PART-TIME SALARIES					
125-4050	HEALTH INSURANCE	23,797	25,245	25,245	20,531	0.0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022.
125-4060	RETIREMENT	9,644	9,838	9,838	9,599	Employee retirement contribution for MPERS (10.3%). change due to cost of living increase and allocation change.
125-4061	RETIREMENT HEALTH SAVINGS	995	974	974	932	1% of Salaries
125-4070	SOCIAL SECURITY	7,050	7,725	7,725	7,402	Employer Social Security contribution.
125-5020	TELEPHONE	20,898	22,300	20,000	20,928	Cell phone at \$54 per month. Telephone usage for all departments \$21,652. Wastewater allocation = \$72.
125-5040	EDUCATIONAL/MEETING	596	400	400	900	Professional development and training related costs, such as travel, misc. conference fees. NEARC, GMIS national conference, MMA Tech and/or other IT training - \$480, GMIS annual dues - \$200, URISA Dues - \$195, MEGUG Dues - \$25
125-5370	SECURITY	16,770	12,000	12,000	11,301	Funds for annual monitoring of Town Buildings. Security software maintenance renewals \$6,820 and misc hardware repairs and support request calls \$5,180 Wastewater allocation = \$699.
125-5410	COMPUTER SERVICES/WEB PAGE	71,173	67,700	67,700	72,989	Fiber and internet charges for Public Safety, Town Hall, Public Works, Community Programs, Central Fire, Station 1, Station 4, and Harbor - \$69,300 Web Updates/Misc - \$1,000 , Vision GIS hosting \$600 and VGSII Hosting - \$3,700. Increase due to increasing fiber from 100mb to 500mb at Police Station and increasing internet bandwidth from 200Mb to 500Mb. Wastewater allocation = \$1,611.

DEPARTMENT: INFORMATION SYSTEMS

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	521,567	507,113	504,813	533,325	5.17% over(- under) FY21 budget
125	DEPARTMENT: INFORMATION SYSTEMS					
125-5490	OTHER PROFESSIONAL SERVICES	69,050	83,620	83,620	75,428	Funds for outside consulting services to operate and manage the Town's Computer System . This item includes \$79,812 for the Managed Services Agreement, which gives the Town 24/7 access to network engineers and on-going monitoring, management and maintenance of Town servers including the phone system; \$9,000 for Anti Virus and CyberSecurity monitoring, \$7,600 for maintenance contracts on routers, switches, firewalls and phone system. Increase due to more devices and users being covered under the Managed Services contract than previous year. Wastewater allocation = \$11,972.
125-5900	CONTRACTUAL SERVICES	136,789	147,400	147,400	138,348	Annual license/maintenance fees for the network software (i.e. XenDesktop, Backup, DUO 2FA, Web Filtering , Spam Filtering Software) - \$23,600; Annual Microsoft O365 licensing - \$32,000, annual license and maintenance fees for VUEWorks/ Asset Management Software, Web GIS hosting and ArcGIS Server - \$18,100; and MUNIS ASP Fees for our Financial, HR, Payroll, Tax and Permitting Software system - \$75,809. Includes \$5,100 annual fee for Encode 180 and \$2,500 for Zoom meeting licenses. Increase due to rate increase and number of licenses for Microsoft O365, new Zoom Fees and increase in Munis ASP fees. Wastewater allocation = \$19,352.
125-5903	PRINTER/COPIER CHARGES	6,927	8,700	8,700	7,973	All printer and copier maintenance costs for the Town. Wastewater allocation = \$727.
125-6010	OFFICE SUPPLIES	279	800	800	800	Office supplies needed during the year
125-6800	EQUIPMENT	47,299	0	0	50,000	Replacement of miscellaneous laptops, computers and printers. Due to COVID this line item was not funded last year. The monies are to fund those devices not replaced last year, new device replacements for this year, as well as new devices for proposed new positions.
125-7540	COMPUTER NETWORK	12,837	21,500	21,500	21,500	Funds to update the GIS layers, street map, GIS data collection, website, online Mapping updates, and the maintenance of the Town's wide area network.

***PUBLIC SAFETY***



***POLICE ADMINISTRATION***



DEPARTMENT: POLICE ADMINISTRATION

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	440,360	455,372	453,613	470,806	3.39% over(- under) FY21 budget
131-1	DEPARTMENT: POLICE ADMINISTRATION					
131-1-4010	FULL-TIME SALARIES	303,322	310,487	310,487	322,112	Salary for the Police Chief (93%), Two Lieutenants (100%) and Administrative Asst (90%). FY21 increase is due to a 2.5% cost of living increase.
131-1-4030	OVERTIME	513	0	0	0	
131-1-4050	HEALTH INSURANCE	50,746	54,835	54,835	54,835	0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022.
131-1-4060	RETIREMENT	36,279	38,577	38,577	41,492	employer retirement contribution for MPERS 3C increased .5% (13.4%) in FY22 Increase due to cost of living increase.
131-1-4061	RETIREMENT HEALTH SAVINGS	3,051	3,087	3,087	3,204	1% of Salaries
131-1-4070	SOCIAL SECURITY	22,670	24,186	24,186	25,076	Employer Social Security contribution.
131-1-5010	POSTAGE	610	800	800	800	Funds for department mailings.
131-1-5040	EDUCATIONAL/MEETING	4,294	1,000	1,000	1,000	local administrative trainings (\$1,000).
131-1-5060	PRINTING	121	500	500	500	Printing needs throughout the year for the Admin.
131-1-5080	LEGAL/ADVERTISING	0	500	500	500	Funds for legal ads in newspapers.
131-1-5310	VEHICLE MAINTENANCE	262	500	500	500	Maintenance of the chiefs vehicle beyond costs associated with fuel and lube. Vehicle is a 2019 Hybrid Utility and mostly covered by warranty.
131-1-5800	DUES & MEMBERSHIPS	984	900	900	900	Dues for law enforcement associations: Maine Chiefs of Police (Chief and two Lieutenants), \$400 IACP (Chief) \$200, FBI National Academy Associates ( Chief, \$200), New England Chiefs Association (\$100)

DEPARTMENT: POLICE ADMINISTRATION

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	440,360	455,372	453,613	470,806	3.39% over(- under) FY21 budget
131-1	DEPARTMENT: POLICE ADMINISTRATION					
131-1-5900	OTHER CONTRACTUAL SERVICES	10,901	11,900	11,900	13,500	Funds to cover the cost of physical and psychological exams for new hires, fees for acquiring background reports, and miscellaneous contractual services. The annual fee of \$6310 for FY22 for the Regional Crime Lab at Portland PD is taken from this account. Patrol Scheduling software for the department \$2200.00. PowerDMS software for Accredition \$850. MCJA training cost for new officers is charged to this account(\$2800).
131-1-6010	OFFICE SUPPLIES	1,191	1,300	1,300	1,300	Office supplies needed during the year.
131-1-6130	MOTOR FUEL AND LUBRICANTS	1,573	3,300	1,541	1,587	Funds for gasoline and lubricants for chief's vehicle. Reduction in fuel cost because of Hybrid vehicle with estimated 20% reduction
131-1-6900	OTHER COMMODITIES	3,843	3,500	3,500	3,500	Funds for the purchase of criminal statutes, concealed firearms permits, bulletins, training materials, office medical supplies, and misc. costs. Cost of medical, statutes and training materials have increased each year.

*PATROL*

DEPARTMENT: PATROL

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	1,433,596	1,478,471	1,454,788	1,482,885	0.3% over(- under) FY21 budget
131	DEPARTMENT: PATROL					
131-4010	FULL-TIME SALARIES	841,129	857,080	837,510	844,081	Salaries for 3 Sergeants, 9 Patrol Officers, and one School Resource Officer (30%). Reflects 2.5% non-union COLA and contract step adjustments. This account also covers contractual obligations for specialized holiday pay.
131-4020	PART-TIME SALARIES	12,088	11,000	11,000	13,500	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 five reserve officers. The account supports 100% of the six(6) fire/ police salaries averaging \$4000 annually. The account also supports the Recovery Coach program
131-4025	OVERTIME-COURT TIME	5,555	5,500	5,500	5,500	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.
131-4030	OVERTIME	76,894	80,968	80,968	80,968	Overtime to cover vacant patrol shifts due to vacations, holidays, illness, officers attending training, Council meetings, and special town events etc.
131-4040	H.V.S. LEAVE BUYOUT	0	0	0	0	Provides funds for officers to buyback 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	170,513	192,347	192,347	197,591	0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022.
131-4060	RETIREMENT	106,416	106,195	106,195	113,483	Employer retirement contribution for MPERS 3C increased .5% (13.4%) in FY22. Increase due to rate, non-union cost of living increases, and contract step increases..
131-4061	RETIREMENT HEALTH SAVINGS	2,354	2,179	2,179	2,218	1% of Sergeant Salaries
131-4070	SOCIAL SECURITY	69,065	73,023	71,526	72,220	Employer Social Security contribution.

DEPARTMENT: PATROL

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	1,433,596	1,478,471	1,454,788	1,482,885	0.3% over(- under) FY21 budget
131	DEPARTMENT: PATROL					
131-5040	EDUCATIONAL/MEETING	10,273	10,500	10,500	10,500	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. \$1875 provides the fee for JPMA for the mandatory on-line training. \$5,000 for additional training sessions that must be attended in person.
131-5060	PRINTING	1,022	1,500	1,500	1,500	Printing needs; traffic and criminal statutes, warning cards, forms, business cards, etc. throughout the year.
131-5080	LEGAL/ADVERTISING	0	700	700	500	Funds for legal ads in newspapers.
131-5310	VEHICLE MAINTENANCE	27,359	26,500	26,500	26,500	Maintenance of the department's seven marked police cruisers, three unmarked vehicles and the police/town's general purpose car. Insurance deductible for cruiser accidents now comes out of this account.
131-5300	EQUIPMENT MAINTENANCE	1,500	2,950	2,950	5,950	Service contract for the radar display trailer for one police trailer and two town trailers (\$4,500) and (\$950) for StatTrack traffic data collection device. Fitness equipment maintenance contract is(\$500)
131-5330	RADIO/RADAR MAINTENANCE	5,286	3,900	3,900	3,900	Funds for routine maintenance of department mobile radios (13) portable radios (37), which includes fire/police, and radar units (11). All radar units are required to be calibrated yearly for \$1100.00
131-5410	COMPUTER SERVICES	8,794	9,424	9,424	9,685	Provides 50% the cost of the time and materials maintenance contract and upgrades for the IMC records management system. Fee split with 134-5410. Contract for FY22 is \$19,370.75.
131-6010	OFFICE SUPPLIES	1,941	2,700	2,700	2,500	Office supplies needed during the year.

DEPARTMENT: PATROL

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>1,433,596</b>	<b>1,478,471</b>	<b>1,454,788</b>	<b>1,482,885</b>	<b>0.3% over(- under) FY21 budget</b>
<b>131</b>	<b>DEPARTMENT: PATROL</b>					
131-6130	MOTOR FUEL AND LUBRICANTS	30,837	32,605	29,989	30,889	Cost of gasoline and lubricants for the department's seven marked police cruisers, three unmarked police vehicles. Three(3) cruisers will be Hybrid Utility SUV's reducing fuel consumption by 20%.
131-6140	TIRES	7,108	7,500	7,500	7,500	Tires and tire repairs for seven marked police cruisers, four unmarked police vehicles and department truck. Average price for regular tires is \$221 each plus \$107per vehicle for mounting and balancing.
131-6520	SAFETY EQUIPMENT /SUPPLIES	6,061	4,500	4,500	4,500	Replacement of leather gear, flashlights, chemical agents, traffic vests, and other safety related equipment. Price increases for almost all safety equipment annually.
131-6610	UNIFORMS/CLEANING/TURNOUT	17,432	19,000	19,000	19,000	Uniforms and equipment for the officers are purchased from this account, as well as contractual cleaning allowance of \$5,040 (21 x \$240); clothing allowance of \$8,000 (\$400 per officer x 20). The contract also provides funds for replacement clothing. The four (4) reserve officers' and six (6) fire/police members uniforms and equipment is also provided from this account. Examples of prices: uniform shirt \$75, pants \$95, summer jacket \$250, winter coat \$450 and boots \$225. As an example the initial equipment and uniforms for a new officer would be approximately \$3,500.
131-6620	AMMUNITION /SUPPLIES	5,093	5,800	5,800	6,800	Ammunition for officers to qualify with their duty weapons, less lethal and rifles twice a year along with a low light exercises. Increase due to extra ammunition for officer assigned to Emergency Response Team and projected 20-30% cost increase for 21/22.
131-6800	EQUIPMENT	16,022	15,000	15,000	15,000	Equipment that was formally included in a reserve, including radar units, weapons, protective body armor, shields, helmets, Tasers and other equipment to support all operations
131-6820	OFFICE EQUIPMENT	1,824	1,100	1,100	1,100	Office equipment that was formally included in a reserve, including chairs, monitors, shelving, etc.

DEPARTMENT: PATROL

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	1,433,596	1,478,471	1,454,788	1,482,885	0.3% over(- under) FY21 budget
131	DEPARTMENT: PATROL					
131-6900	OTHER COMMODITIES	9,030	6,500	6,500	7,500	Provides the cost of various publications, New England States Police Information Network (NESPIN) background investigation software, K-9 supplies and dues, kitchen and cleaning supplies for the PD and misc. state fees. The account supports drug testing cost for impaired drivers(estimate 8x\$400)

***INVESTIGATIONS/COURT***



DEPARTMENT: COURT/INVESTIGATIONS

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	197,099	112,541	205,917	214,107	90.25% over(- under) FY20 budget
131-2	DEPARTMENT: INVESTIGATIONS/COURT					
131-2-4010	FULL-TIME SALARIES	138,584	77,228	138,697	145,329	Salary for 2 Detective/Court Officers, plus contractual step increases. This account includes the contractual agreement for Detective holiday pay.
131-2-4030	OVERTIME	3,122	4,500	4,500	4,500	Detective's overtime when called in or held over for investigations reflective of two detectives.
131-2-4050	HEALTH INSURANCE	22,928	8,644	27,951	27,951	0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022.
131-2-4060	RETIREMENT	18,054	10,243	19,031	20,039	Employer retirement contribution for MPERS 3C increased .5% (13.4%) in FY22. Increase due to rate, and contract step increases..
131-2-4070	SOCIAL SECURITY	10,394	6,252	10,955	11,462	Employer Social Security contribution.
131-2-5310	VEHICLE MAINTENANCE	326	1,200	1,200	1,200	Maintenance of two vehicles assigned to the detectives. One vehicle 2017 chevy, second 2016 Ford
131-2-5330	RADIO/RADAR MAINTENANCE	0	150	150	150	Maintenance of the Detective's mobile and portable radios.
131-2-5650	FILM/PHOTO SUPPLIES	0				

DEPARTMENT: COURT/ INVESTIGATIONS

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	197,099	112,541	205,917	214,107	90.25% over(- under) FY20 budget
131-2	DEPARTMENT: INVESTIGATIONS/COURT					
131-2-6010	OFFICE SUPPLIES	2,228	1,500	1,500	1,500	Office supplies needed during the year. Also includes a monthly fee of \$50 (\$600) for a maintenance contract for TLO, an internet investigative software. Evidence material comes out of this account for \$600 annually.
131-2-6130	MOTOR FUEL AND LUBRICANTS	1,463	2,324	1,433	1,476	Gasoline and lubricants for Detective's cruiser.
131-2-6140	TIRES AND TUBES	0	500	500	500	Tires and tire repairs for two detective vehicles

***SCHOOL RESOURCE OFFICER***

DEPARTMENT: SCHOOL RESOURCE OFFICER

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	123,853	131,507	62,770	135,626	3.13% over(- under) FY21 budget
<b>DEPARTMENT: SCHOOL RESOURCE OFFICER</b>						
131-3-4010	FULL-TIME SALARIES	85,542	89,592	43,930	91,451	Salary for 2 School Resource officers (SROs at 70%). Increase due to step increases.
131-3-4030	OVERTIME	8,003	2,500	2,500	2,500	Funds for meetings and presentations outside normal hours for two(2) SRO's.
131-3-4050	HEALTH INSURANCE	10,935	19,566	6,051	19,566	0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022.
131-3-4060	RETIREMENT	10,854	11,904	5,837	12,622	Employer retirement contribution for MPERS 3C increased .1% (12.9%) in FY21. Increase due to rate, and contract step increases.
131-3-4070	SOCIAL SECURITY	6,921	7,045	3,552	7,187	Employer Social Security contribution.
131-3-5040	SRO TRAINING	1,517	600	600	2,000	NASRO Training and other classes for two SRO's plus membership fees. School agrees to cover half the training cost for NASRO Conference for one officer. Increase of this line due to anticipation of retiring SRO officer and training a new officer.
131-3-6010	OFFICE SUPPLIES	81	300	300	300	Office supplies needed during the year for two SRO's

*COMMUNICATIONS*

DEPARTMENT: COMMUNICATIONS

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	712,346	763,358	763,358	778,249	1.95% over(- under) FY21 budget
<b>134 DEPARTMENT: COMMUNICATIONS (SEE REVENUE SECTION FOR DISPATCH FROM OTHER TOWNS OFFSETTING THIS EXPENSE)</b>						
134-4010	FULL-TIME SALARIES	435,687	453,290	453,290	463,744	Salary for 8 dispatchers. Increase is due to and contract step increases. This account includes contractual holiday costs.
134-4020	PART-TIME SALARIES	11,647	16,000	16,000	16,000	Salaries for part-time dispatchers who replace the full-time dispatchers when there are open shifts for vacation, sick and holiday leave. Utilization of reserve dispatchers saves overtime expense.
134-4030	OVERTIME	50,254	42,584	42,584	42,584	Funds for replacement shifts created by vacations, sick time, holidays and attendance at training.
134-4050	HEALTH INSURANCE	90,585	111,804	111,804	111,804	0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022.
134-4060	RETIREMENT	53,956	55,323	55,323	57,537	Employer retirement contribution (10.3%) plus ICMA 457 match of 2.5%. Increase due to contract step increases.
134-4061	RETIREMENT HEALTH SAVINGS	753	662	662	689	1% of non-union Salaries
134-4070	SOCIAL SECURITY	36,880	39,158	39,158	39,958	Employer Social Security contribution.
134-5020	TELEPHONE	7,763	10,488	10,488	9,948	Cost of monthly fee for 11 cellular phones is \$47/month = \$6,208 year; reimbursement to supervisors/maintenance custodian (6) for cell phones (\$54/month ) = \$3888

DEPARTMENT: COMMUNICATIONS

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	712,346	763,358	763,358	778,249	1.95% over(- under) FY21 budget
134	DEPARTMENT: COMMUNICATIONS (SEE REVENUE SECTION FOR DISPATCH FROM OTHER TOWNS OFFSETTING THIS EXPENSE)					
134-5040	EDUCATIONAL/MEETING	1,250	500	500	1,500	Training sessions for CTO (Certified Terminal Operator) recertification and other in-service classes.
134-5300	EQUIPMENT MAINTENANCE	2,445	5,825	5,825	6,000	Acorn Recording Solutions Maintenance Contract (\$1700) to record radio and phone traffic. Annual Zetron Service Plan(\$3500) for dispatch consoles and Open Fox License(State access to records) for \$720.
134-5330	RADIO/RADAR MAINTENANCE	755	4,000	4,000	4,000	Cost of minor repair and maintenance of communication console and base radio.
134-5410	COMPUTER SERVICES	8,794	9,424	9,424	9,685	Provides 50% share of the support contracts for IMC, records management software. Fee split with 131-5410. Contract for FY22 is \$19,370
134-5610	DATA & RADIO COMMUNICATIONS	10,022	9,800	9,800	10,000	Rental cost of tower space for the radio repeater system (\$285/month = \$3,420/year); monthly data transfer fee (\$47/month = \$4,512/year) for dispatch center connection to 8 in-car computers; secure T-1 telephone link to DMV records in Augusta (\$122/month = \$1,464), cable connection (\$9/month = \$108/year)
134-6010	OFFICE SUPPLIES	133	1,000	1,000	800	Office supplies needed during the year. Largest percentage is for the cost of paper for the DMV/NCIC computer system.
134-6610	UNIFORMS/CLEANING/TURNOUT	845	1,500	1,500	2,000	Dispatcher uniforms for eight dispatchers. Contract indicates \$250 weekly x 8 = \$2000

**DEPARTMENT: COMMUNICATIONS**

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>712,346</b>	<b>763,358</b>	<b>763,358</b>	<b>778,249</b>	<b>1.95% over(- under) FY21 budget</b>
<b>134</b>	<b>DEPARTMENT: COMMUNICATIONS (SEE REVENUE SECTION FOR DISPATCH FROM OTHER TOWNS OFFSETTING THIS EXPENSE)</b>					
134-6820	OFFICE EQUIPMENT	506	1,100	1,100	1,100	Office equipment including chairs, monitors, shelving, etc.
134-6900	OTHER COMMODITIES	71	900	900	900	Funds for meetings, maintenance,



## ***TRAFFIC SIGNALS***

DEPARTMENT: STREETLIGHTS AND TRAFFIC SIGNALS

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	3,275	7,900	7,900	7,900	0% over(- under) FY21 budget
135	DEPARTMENT: STREETLIGHTS & TRAFFIC SIGNALS					
135-5210	STREET LIGHTING	0	0	0	0	Moved to Sustainability
135-5300	SIGNAL MAINTENANCE	3,275	7,900	7,900	7,900	Repairs to all traffic signals within town.

***HARBOR CONTROL***

DEPARTMENT: HARBOR

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	199,571	193,539	198,916	198,067	2.34% over(- under) FY21 budget
136	DEPARTMENT: HARBOR CONTROL					
136-4010	FULL-TIME SALARIES	81,070	79,496	79,496	80,929	Salary for the Patrol Officer/Harbormaster, Police Chief (7%) and Administrative Asst (10%). Increase due to non-union 2.5% COLA, a contract step increase and a contract step correction for the Harbormaster.
136-4020	PART-TIME SALARIES	29,423	24,000	29,423	25,916	Salary for the Assistant Harbormaster. 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	2,938	5,000	5,000	5,000	Harbormaster's overtime during busy periods in the summer and other urgent situations.
136-4050	HEALTH INSURANCE	19,882	21,621	21,621	21,621	0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022.
136-4060	RETIREMENT	8,764	6,976	6,976	7,157	Employer retirement contribution for ICMA 401 Plan (8%) increase due to rate, non-union cost of living increases, and contract step increases..
136-4061	RETIREMENT HEALTH SAVINGS	260	259	259	259	1% of Salary
136-4070	SOCIAL SECURITY	8,441	8,300	8,715	8,556	Employer Social Security contribution.
136-5010	POSTAGE	0	200	200	200	Funds to mail informational materials to mooring holders. Reduction represents the use of the online mooring program eliminating the mailings.

DEPARTMENT: HARBOR

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	199,571	193,539	198,916	198,067	2.34% over(- under) FY21 budget
136	DEPARTMENT: HARBOR CONTROL					
136-5040	EDUCATION/MEETING	775	500	500	500	Two day annual certification for Harbormaster and Assistant at Maine Maritime Academy.
136-5060	PRINTING	140	500	500	500	Printing of mooring and dinghy stickers and misc. documents.
136-5105	GENERAL LIABILITY INSURANCE	6,800	6,500	6,500	6,500	Insurance for the harbor boat.
136-5200	ELECTRICITY	777	951	951	954	This reflects the latest contract rate for for FY22.
136-5220	WATER	456	600	600	600	Cost of public water at the pier facility.
136-5240	SANITARY SERVICES	1,105	3,000	3,000	3,000	Rental and service of restroom facilities at Town Pier during warmer months. Winterizing the septic pump-out system.
136-5310	VEHICLE MAINTENANCE	6,514	5,500	5,500	5,500	Maintenance of the Harbormaster's boat and trailer as well as a portion of the harbor truck.
136-5330	RADIO/RADAR MAINTENANCE	309	400	400	400	Funds for the repairs to the marine and police radios.
136-5490	MOORING ON-LINE BILLING SERVICE	0	0	0	0	This expense will be booked against morning fee revenue in FY2020 and FY21.

**DEPARTMENT: HARBOR**

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>199,571</b>	<b>193,539</b>	<b>198,916</b>	<b>198,067</b>	2.34% over(- under) FY21 budget
<b>136</b>	<b>DEPARTMENT: HARBOR CONTROL</b>					
136-5500	MAINTENANCE BUILDING	2,205	17,500	17,500	17,500	Funds for minor repairs, painting of the buildings, and to the pier, as well as the seasonal removal and installation of the floats. Pier is 20 years old and is requiring more maintenance every year. New floats need removal from outside contractor requiring crane and several personnel costing an additional \$14,000 annually.
136-5900	OTHER CONTRACTUAL SERVICES	0	300	300	1,500	Funds are for incidental services at the town landing and yearly fee for on-line harbor camera.
136-6130	MOTOR FUEL AND LUBRICANTS	5,094	6,436	5,975	5,975	Funds for the fuel and lubricants for the Harbormaster's boat. Increase is for training on the boat and probability of higher fuel prices/consumption. Also includes cost of fuel for the harbor truck.
136-6520	SAFETY EQUIPMENT/SUPPLIES	1,505	400	400	400	Replacement of safety equipment such as life jackets, survival gear, flares, etc.
136-6610	UNIFORMS/ CLEANING/ TURNOUT	896	900	900	900	Uniform replacement for the Harbormaster, Assistant Harbormaster, and summer rangers.
136-6800	EQUIPMENT	354	900	900	900	Misc. equipment.
136-6810	EQUIPMENT MAINTENANCE	20,816	3,000	3,000	3,000	Maintenance on the Harbor's floats and the septic pump-out station.

DEPARTMENT: HARBOR

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	199,571	193,539	198,916	198,067	2.34% over(- under) FY21 budget
136	DEPARTMENT: HARBOR CONTROL					
136-6900	OTHER COMMODITIES	1,047	300	300	300	Misc. Expense

***ANIMAL CONTROL***



DEPARTMENT: ANIMAL CONTROL

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	26,424	28,817	28,817	29,417	2.08% over(- under) FY20 budget
136-1	DEPARTMENT: ANIMAL CONTROL (SEE REVENUE SECTION FOR ANIMAL CONTROL FROM OTHER TOWNS OFFSETTING THIS EXPENSE)					
136-1-4010	FULL-TIME SALARIES	733	0	0	0	
136-1-4020	PART-TIME SALARIES	14,268	13,300	13,300	13,300	Salary for part-time Animal Control Officer who also serves as Assistant Harbor Master during the time the Town Landing is open. Salary is based on 600 hours.
136-1-4030	OVERTIME	53				
136-1-4050	HEALTH INSURANCE					
136-1-4060	RETIREMENT					
136-1-4061	RETIREMENT HEALTH SAV	151				
136-1-4070	SOCIAL SECURITY	1,152	1,017	1,017	1,017	Employer Social Security contribution.
136-1-5040	EDUCATION/MEETING	0	300	300	300	Continued training for ACO and back-up ACO.
136-1-5310	VEHICLE MAINTENANCE	0	700	700	700	Maintenance of the ACO Truck shared with Harbor
136-1-5900	OTHER CONTRACTUAL SERVICES	10,067	13,100	13,100	13,700	Midcoast Humane Society (\$11,744) for pound services, an annual increase of 5% a year. These funds also support Charlie's Friends in the event we have stray dogs not claimed. Account covers emergency medical cost for injured animals in Falmouth not claimed. Increase for FY 22 is to cover the annual increase by Midcoast Humane Shelter.
136-1-5940	CANINE CONTROL	0	0	0	0	
136-1-6610	UNIFORMS/CEANING/TURNOUT	0	0	0	0	
136-1-6900	OTHER COMMODITIES	0	400	400	400	Nets, leashes, cages, and misc. items.

DEPARTMENT: ANIMAL CONTROL

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	26,424	28,817	28,817	29,417	2.08% over(- under) FY20 budget
136-1	DEPARTMENT: ANIMAL CONTROL	(SEE REVENUE SECTION FOR ANIMAL CONTROL FROM OTHER TOWNS OFFSETTING THIS EXPENSE)				

***POLICE BUILDING MAINTENANCE***

DEPARTMENT: POLICE BUILDING MAINTENANCE

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>105,808</b>	<b>105,589</b>	<b>106,193</b>	<b>102,728</b>	<b>-2.71% over(- under) FY21 budget</b>
<b>137</b>	<b>DEPARTMENT: POLICE BUILDING MAINTENANCE</b>					
137-4010	FULL-TIME SALARIES	44,112	44,359	44,359	46,019	Custodian Wages, increase due to 2.5% COLA
137-4030	OVERTIME	2,314				
137-4050	HEALTH INSURANCE	19,240	20,196	20,196	20,196	0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022.
137-4060	RETIREMENT	4,620	4,630	4,630	4,900	Employer retirement contribution for MPERS (10.3%). Increase due to cost of living increases.
137-4061	RETIREMENT HEALTH SAVINGS	481	441	441	457	1% of Salary
137-4070	SOCIAL SECURITY	3,626	3,393	3,393	3,520	Employer Social Security contribution.
137-5200	ELECTRICITY	11,397	10,678	10,932	5,298	This reflects the latest contract energy rate for fiscal year 2022 of \$.06359 per KWh and assumes \$.1012 per KWh including CMP charges.Solar project savings (\$5435)
137-5220	WATER	3,329	3,050	3,050	3,050	Water costs for the public safety building.
137-5230	FUEL OIL	3,099	2,842	3,192	3,288	Propane costs for the public safety building.
137-5500	MAINTENANCE/BUILDING	13,590	16,000	16,000	16,000	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.

***FIRE & EMERGENCY SERVICES***

DEPARTMENT: FIRE

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	1,733,448	3,146,786	3,134,583	3,314,221	5.32% over(- under) FY21 budget
132	DEPARTMENT: FIRE/EMS					
132-4010	FULL-TIME SALARIES	422,486	1,018,904	1,018,904	1,275,429	Salary for the Fire Chief, Assistant Chief, Office Administrator, EMA Captain, EMS & Prevention Captain and daytime FF/EMT/Operator at Central Station. Assumes a 2.5% cost of living increase FY22. Added 14 FTEs (8 in July '20, 6 in January '21)
132-4020	PART-TIME SALARIES	598,826	876,336	876,336	783,406	Includes hourly wages for 2 per diem (1 FF/EMT and 1 FF/Paramedic) that staff 1 ambulance at Central Station 24x7, hourly wages for 2 per diem (1 FF/EMT and 1 FF/Paramedic) that staff Engine 4 at Station 4 12 hours a day, the hourly wages paid to call firefighters and emergency medical technicians for response to incidents and training, the overnight stipends for weekend duty officers (\$50/night on weekends) and medical director (\$250/month), and part-time EMA planners (24 hours/week). Budget based on 1,500 EMS incidents and 750 fire incidents. Decrease from FY21 is due to 6 additional per diem FTE in FY21 while hiring 2nd stage of FT staff.
132-4030	OVERTIME	20,370	70,000	70,000	70,000	Overtime for fulltime staff and per diem staff working over 40 hours/week. Increase of \$50,000 to cover FT call-outs, vacations, etc. for new FF/EMS positions.
132-4050	HEALTH INSURANCE	77,201	250,177	250,177	205,567	0% inc in health insurance in 2021 and assumed 8% increase in 2022. Includes health coverage for new hires.
132-4060	RETIREMENT	45,969	127,463	127,463	166,338	All Firefighter/EMS full-time staff 3C pension plan (13.4%) in FY22.
132-4061	RETIREMENT HEALTH SAVINGS	4,251	10,177	10,177	12,211	1% of Salaries. New positions in 2019 and 2020.
132-4070	SOCIAL SECURITY	77,353	152,013	152,013	164,863	Employer Social Security contribution.
132-5010	POSTAGE	212	500	500	500	Funds for department mailings.

DEPARTMENT: FIRE

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	1,733,448	3,146,786	3,134,583	3,314,221	5.32% over(- under) FY21 budget
132	DEPARTMENT: FIRE/EMS					
132-5020	TELEPHONE	4,740	7,000	7,000	7,000	Includes cell phone reimbursements for the Fire Chief, Assistant Chief, EMA Captain, & EMS Captain and 3 department IPADs (Fire Chief, Deputy Chief, EMA). FY2021 added cellular costs for IPADs in all 3 ambulances (for EMS run sheet program), Engine 2 (for first response calls in the East) and Engine 4 (for first response of EMS calls in the West).
132-5040	EDUCATIONAL/ MEETING	9,342	18,000	18,000	18,000	Training to maintain proficiency and increase certification of personnel. Also covers annual training requirements of the Town, State, and Federal Gov. Includes cost of instructors brought in to teach courses at department and materials.
132-5045	RECRUITMENT PROGRAM	52	6,000	6,000	6,000	Various recruitment drives for replacing fulltime employees. Increase in FY21 due to recruitment of 14 fulltime FF/EMS
132-5050	FITNESS TRAINING	0	0	0	0	
132-5200	ELECTRICITY	14,168	12,497	12,497	10,212	Funds for electrical usage at three fire stations. Solar project savings (3,771)
132-5220	WATER	1,202	1,100	1,100	1,100	Funds for water usage at three fire stations.
132-5230	FUEL OIL	9,160	12,322	9,617	10,291	Funds for natural gas heating at three fire stations. FY20 NG Therms used 5,783, FY21 assumes 3% price increase on natural gas.
132-5240	SEWER	4,726	4,600	4,600	4,600	Sewer cost for three fire stations.
132-5300	MACHINE/ EQUIPMENT MAINTENANCE	21,016	23,250	23,250	23,250	Provides the annual maintenance and repair of the breathing apparatus. (i.e. flow tests, parts, labor, etc.) , hydraulic rescue tools, heart monitors, power stretchers, AEDs, Cascade System, saws, and gas meters. Also includes annual 3rd party testing of all hose and ground ladder.



DEPARTMENT: FIRE

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	1,733,448	3,146,786	3,134,583	3,314,221	5.32% over(- under) FY21 budget
132	DEPARTMENT: FIRE/EMS					
132-5310	VEHICLE MAINTENANCE	53,780	55,000	55,000	55,000	Preventative maintenance and emergency repairs needed to keep 3 Engines, 1 Tower, 1 Tank truck, 3 ambulances, 2 Utility trucks and all staff vehicles in service. Includes annual 3rd party testing and certification of all pumps and the aerial device itself. Routine repairs are performed at Falmouth Public Works whenever possible.
132-5330	RADIO MAINTENANCE	5,400	6,250	6,250	6,250	Ongoing maintenance and repair of portable radios, mobile radios, pagers, and antennae.
132-5350	FIRE ALARM MAINTENANCE	0	0	0	0	
132-5490	AMBULANCE BILLING SERVICES	31,917	30,800	30,800	30,800	Payment for billing services based on 7% of collections (estimated at \$440K in FY22).
132-5500	MAINTENANCE/BUILDING SERVICES	23,622	32,000	25,000	30,000	Provides cost of standard upkeep and operations of 3 fire stations. Includes annual maintenance on overhead doors, exhaust capture system, heating and cooling systems, sprinkler systems, and solar panels. Also includes cleaning contract for Central Station Administrative areas.
132-5410	COMPUTER/ COMMUNICATION SERVICE FEES	7,759	9,750	9,750	9,750	Fire Department operations software maintenance through IMC and EMS software licensing through Imagetrend. Increase of in FY21 due to increased licensing costs for the new positions hired.
132-5610	EQUIPMENT RENTALS	1,861	2,600	2,600	2,600	Oxygen cylinder rentals, refills, and service.
132-5630	FIRE HYDRANT RENTAL	129,484	132,012	132,012	135,000	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 currently 417 public hydrants and 56 private hydrants in town. Increase in FY due to expected 4% rate increase plus 10 additional fire hydrants.
132-5800	DUES & MEMBERSHIPS	2,995	3,000	3,000	3,000	Dues to various Fire professional organizations (NFPA, Maine Chiefs, International Fire Chiefs, Coastal Mutual Aid, New England Fire Chiefs). This includes annual NFPA codes subscription.



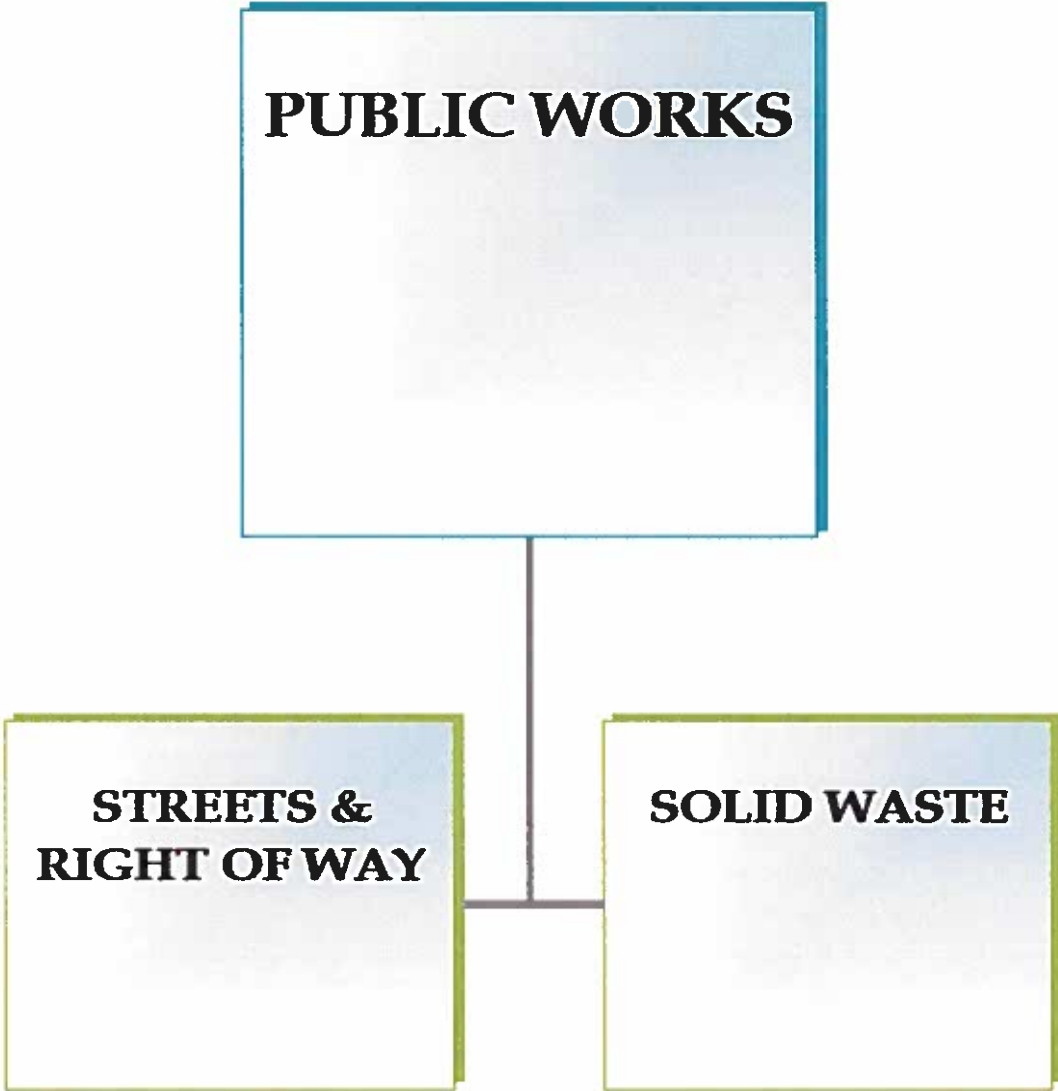
**DEPARTMENT: FIRE**

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>1,733,448</b>	<b>3,146,786</b>	<b>3,134,583</b>	<b>3,314,221</b>	5.32% over(- under) FY21 budget
<b>132</b>	<b>DEPARTMENT: FIRE/EMS</b>					
132-5810	EMS REGION DUES	1,985	3,250	3,250	3,250	Annual dues to regional EMS agency - Atlantic Partners in EMS (APEMS).
132-5820	VOLUNTEER SUPPORT	9,504	17,500	17,500	17,500	Funds for the annual awards recognition dinner, accident insurance through MMA (\$34 per volunteer), and for the Volunteer Incentive Program used to reward and retain active members.
132-5900	OTHER CONTRACTUAL SERVICES	26,407	17,500	17,500	17,500	Medical evaluations for existing and new members as well as annual vaccinations and other health-related costs per BLS requirements. FY20 includes \$25K for a third party department evaluation. FY21 includes \$5K for recruitment of fulltime FF/EMS
132-6010	OFFICE SUPPLIES	1,601	2,500	2,500	2,500	Office supplies needed during the year.
132-6020	BOOKS/ SUBSCRIPTIONS	633	500	500	500	Educational books and subscriptions.
132-6130	MOTOR FUEL AND LUBRICANTS	18,846	23,285	17,287	18,804	Funds for gasoline and diesel fuel for department vehicles.
132-6160	FIRE PREVENTION SUPPLIES	5,099	5,000	5,000	5,000	Funds for fire prevention supplies and costs associated with Fire Prevention Week and other fire and injury prevention events. Includes Open House and Fire Prevention Calendar.
132-6400	MAINT/BUILDINGS & GROUNDS SUPPLIES	3,906	2,500	2,500	2,500	Cleaning supplies for three fire stations and small maintenance items.
132-6450	FOAMS & FIRE EXTINGUISHERS	2,886	3,500	3,500	4,000	Class A and B firefighting foam and fire extinguisher refills and required annual testing of extinguishers.

DEPARTMENT: FIRE

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	1,733,448	3,146,786	3,134,583	3,314,221	5.32% over(- under) FY21 budget
132	DEPARTMENT: FIRE/EMS					
132-6500	TOOLS	13,277	10,000	11,000	11,000	Funds to replace small tools such as nozzles, axes, salvage covers, hose, hand lights, and pump fittings. Proposed equipment purchases are based on apparatus mission requirements and efficiencies.
132-6520	SAFETY SUPPLIES	1,579	2,000	2,000	2,000	Funds for safety equipment (vests, traffic cones, flash lights).
132-6610	UNIFORMS/ CLEANING/ TURNOUT	5,946	23,500	23,500	23,500	Maintenance and repairs to firefighting and EMS gear. Also includes uniform costs for members to wear while on duty. Increase in FY21 due to addition of 14 new fulltime staff.
132-6670	MEDICAL SUPPLIES	25,031	32,000	32,000	32,000	All medical supplies that must be replaced. In FY17 Maine Medical Center stopped providing replacement supplies for items such as oxygen masks, IV needles, saline, etc. and in FY18 stopped replacing drugs/ medicine used on calls. An increase in EMS call volume as well as more advanced level of care given on calls has also caused an increase in supply costs over the past few years.
132-6800	EQUIPMENT	29,330	131,000	131,000	129,000	Annual replacement schedules for SCBA equipment, fire and EMS turnout gear, fire hose, nozzles, communications equipment (pagers and portables), thermal imaging cameras, gas meters and other equipment. Increase in FY21 due to outfitting 14 new fulltime FF/EMS.
132-6830	BUILDING RENOVATIONS	8,852	3,500	3,500	3,500	Minor renovations to the three fire stations formally included in a reserve. Projects include interior and exterior painting, repair of walls, carpets, security system repairs/improvements.
132-6900	OTHER COMMODITIES	2,442	2,500	2,500	2,500	Emergency station supplies for the firefighters and emergency medical technicians at all stations.
132-7530	MEDICAL EQUIPMENT	8,292	5,000	7,500	8,000	Medical equipment for the Ambulances and First Responders. Such as AED's, Puls Oximeters, CO meters & Laryngoscopes.

***PUBLIC WORKS***



***STREETS & RIGHTS OF WAY***

DEPARTMENT: STREETS AND RIGHT OF WAY

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	1,611,997	1,709,200	1,699,059	1,767,721	3.42% over(- under) FY21 budget
141	DEPARTMENT: STREETS AND RIGHTS OF WAY					
141-4010	FULL-TIME SALARIES	565,395	614,056	614,056	656,167	Salary for the Public Works Director (50%), PW Admin Assistant (70%), Town Engineer (45%), Engineer Technician (50%), Street Superintendent and Truck Drivers (8). FY22 increases include contract step increases for employees, cost of living increase not included as contract expires..
141-4020	PART TIME SALARIES	1,825	18,000	18,000	0	FY21 was for sidewalk plowing, move to contractual services.
141-4030	OVERTIME	46,320	47,000	47,000	47,000	Overtime for snow removal, emergencies, operational needs, and external department's functions (Voting, Road Races, Very Merry Events, Etc.)
141-4050	HEALTH INSURANCE	170,545	200,010	193,010	210,110	0% inc in health insurance in 2021 and assumed 8% increase in 2022.
141-4060	RETIREMENT	57,108	59,125	59,125	64,760	Employer retirement contribution (10.3%) for MIPERS, 8% for ICMA 401 plan. Increase due to contract step increases, and cost of living wage increases.
141-4061	RETIREMENT HEALTH SAVINGS	6,099	6,132	6,132	6,554	1% of Salaries
141-4070	SOCIAL SECURITY	44,201	52,300	52,300	54,144	Employer Social Security contribution.
141-5010	POSTAGE	234	350	350	350	Postage for associated mailings.
141-5020	TELEPHONE	3,064	3,500	3,500	3,500	Cell phone stipends and staff apgrs. Added mobile data plan in FY20.
141-5040	EDUCATIONAL/MEETING	400	1,450	1,450	1,450	Staff Training for the entire department.
141-5080	LEGAL/ADVERTISING	234	1,500	1,500	500	Funds for legal ads in newspapers.
141-5200	ELECTRICITY	9,954	7,325	8,538	5,296	Provides the electricity charges for Public Works. Reduction due to savings from interior lighting retrofit project. Solar project savings (\$3,785)
141-5220	WATER	2,967	2,900	2,900	2,900	Water and sewer service for Public Works.

DEPARTMENT: STREETS AND RIGHT OF WAY

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	1,611,997	1,709,200	1,699,059	1,767,721	3.42% over(- under) FY21 budget
141	DEPARTMENT: STREETS AND RIGHTS OF WAY					
141-5230	FUEL OIL	10,375	10,827	10,686	11,007	Propane for heating fuel system. FY21 Actual propane rates was lower than Budget assumption resulting in a decrease in FY21 fuel cost. Assumed 3% increase in FY22 rate.
141-5310	VEHICLE MAINTENANCE	259,780	239,000	239,000	239,000	Public Works Department labor and material charges.
141-5330	RADIO/RADAR MAINTENANCE	70	800	800	800	Base and vehicle radio maintenance costs.
141-5440	ENGINEERING SERVICES	8,543	7,000	7,000	7,000	Misc. engineering costs such as traffic studies and drainage design. Includes DEP permit renewal, annual reporting, and rewrite of stormwater plan.
141-5490	OTHER PROFESSIONAL SERVICES	12,655	14,500	14,500	14,500	Misc. consultant costs relating to stormwater (NPDES) compliance and work with the Interlocal Stormwater Working Group (ISWG), and CCSWCD.
141-5580	TREE CARE	23,431	20,000	20,000	20,000	Provides pruning and removal of trees within the Town right-of-ways.
141-5610	EQUIPMENT RENTALS	1,067	2,300	2,300	2,300	Rental of miscellaneous equipment used for routine maintenance and construction projects.
141-5620	UNIFORMS	9,553	9,000	9,000	9,000	Boot allowance and uniform rental per union contract.
141-5800	DUES & MEMBERSHIPS	1,055	600	600	600	Dues to APWA, ITE, and other professional affiliations.

DEPARTMENT: STREETS AND RIGHT OF WAY

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	1,611,997	1,709,200	1,699,059	1,767,721	3.42% over(- under) FY21 budget
141	DEPARTMENT: STREETS AND RIGHTS OF WAY					
141-5900	OTHER CONTRACTUAL SERVICES	29,398	30,000	30,000	30,000	\$26K for catch basin cleaning and other contractual services. \$4K for flaggers,
141-5901	STREET PAINTING	61,515	61,500	61,500	65,000	Annual street line painting costs. Increase due to additional striping needs such as Route 1 corridor and increase in striping cost. There is a large number of stop bars that have been identified as needing striping in addition to normal striping.
141-5902	CONTRACT PLOWING	7,066	0	0	18,000	Contract plowing of Town sidewalks. Moved from Part-time salaries.
141-6010	OFFICE SUPPLIES	4,003	2,400	2,400	2,400	Office supplies needed during the year.
141-6020	BOOKS/SUBSCRIPTIONS	3,464	3,200	3,200	3,200	Professional manuals, message board software subscription added in FY20.
141-6100	MAINTENANCE/MACHINE	5,558	4,000	4,000	4,000	Maintenance contracts and service for various machines. Includes furnaces, compressor, waste oil furnace, pressure washer, et cetera.
141-6110	VEHICLE MAINTENANCE SERVICE	28,572	29,000	29,000	29,000	Parts and vendor services for vehicles and heavy equipment.
141-6120	PLOW/SPREADER PARTS	9,480	18,000	18,000	18,000	Plow cutting edges and misc. parts for plow, spreader, and de-icing equipment.
141-6130	MOTOR FUEL AND LUBRICANTS	48,850	51,925	47,713	50,183	Provides fuel, oil, etc. for department's vehicles based on Town contract rates.
141-6140	TIRES	15,491	6,500	6,500	6,500	Tire replacement for department vehicles.
141-6150	WELDING SUPPLIES	1,755	2,500	2,500	2,500	Welding supplies for vehicle maintenance/repairs.



DEPARTMENT: STREETS AND RIGHT OF WAY

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	<b>DEPARTMENT TOTAL</b>	<b>1,611,997</b>	<b>1,709,200</b>	<b>1,699,059</b>	<b>1,767,721</b>	3.42% over(- under) FY21 budget
<b>141</b>	<b>DEPARTMENT: STREETS AND RIGHTS OF WAY</b>					
141-6210	SALT/DE-ICING MATERIALS	98,444	114,000	114,000	114,000	Salt and de-icing materials for winter operations.
141-6220	SAND (WINTER)	14,256	15,000	15,000	15,000	Sand used to treat roads in the winter.
141-6230	GRAVEL/ROCK/LOAM	2,634	7,000	7,000	7,000	Materials for various construction projects.
141-6240	COLD PATCH	1,066	500	500	500	Cold patch for winter pavement repair.
141-6250	ASPHALT	11,374	11,000	11,000	11,000	Pavement for miscellaneous road repairs.
141-6270	CULVERTS/CATCH BASIN	4,192	4,500	4,500	4,500	Materials for drainage repairs and improvements.
141-6280	STREET / TRAFFIC SIGNS	3,735	4,900	4,900	4,900	Street sign repair and replacement.
141-6285	GUARD RAILS	447	2,500	2,500	2,000	Guard Rail repair and replacement.
141-6400	MAINTENANCE/BUILDINGS & GROUNDS	7,509	7,500	7,500	7,500	Misc. maintenance to buildings and grounds
141-6510	TOOLS	1,251	2,000	2,000	2,000	Rakes, shovels and other construction and engineering tools.
141-6520	SAFETY EQUIPMENT/SUPPLIES	4,466	4,500	4,500	4,500	Cones, traffic signs, vests, etc.
141-6800	EQUIPMENT	5,430	3,100	3,100	3,100	Equipment expense including mig welder, transmission jack, air conditioner, and power broom. Budgeting amounts will vary from year to year, and is based on the replacement schedule of existing equipment.

DEPARTMENT: STREETS AND RIGHT OF WAY

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	1,611,997	1,709,200	1,699,059	1,767,721	3.42% over(- under) FY21 budget
141	DEPARTMENT: STREETS AND RIGHTS OF WAY					
141-6830	BUILDING RENOVATIONS	2,500	0	0	0	Non-CIP building renovations. Budgeting amounts will vary from year to year, and is based on the replacement schedule of existing equipment.
141-6900	OTHER COMMODITIES	4,666	6,000	6,000	6,000	Misc. materials for department operations; Also used for banners, flags, and replacement hardware for Route 1.

***SOLID WASTE***

DEPARTMENT: SOLID WASTE

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	351,545	182,023	181,484	183,983	1.08% over(- under) FY21 budget
143	DEPARTMENT: SOLID WASTE					
143-4010	FULL-TIME SALARIES	90,444	91,408	91,408	93,350	Salary for the Public Works Director (10%), and Transfer Station Attendants (1.8 FTEs). FY19 increases include contract step increases and a 2.5% cost of living increase
143-4030	OVERTIME	7,954	4,300	4,300	4,300	Overtime needed for extended hours, coverage for vacations and sick time.
143-4050	HEALTH INSURANCE	21,433	24,133	24,133	24,134	0% inc in health insurance in 2021 and assumed 8% increase in 2022.
143-4060	RETIREMENT	9,836	9,482	9,482	9,657	Employer retirement contribution (10.3%) for MPERS, 8% for ICMA 401 plan. Increase due to contract step increases, and cost of living wage increases.
143-4061	RETIREMENT HEALTH SAVINGS	986	914	914	933	1% of Salaries
143-4070	SOCIAL SECURITY	7,487	7,335	7,335	7,483	Employer's Social Security contribution.
143-5010	POSTAGE	0	50	50	50	Postage for associated mailings.
143-5020	TELEPHONE	0	0	0	0	Phone service at Transfer Station.
143-5040	EDUCATIONAL/MEETING	0	250	250	250	Training for Employees
143-5060	PRINTING	1,299	1,300	1,300	1,300	Printing of stickers, brochures and other materials for the Transfer Station or curbside collection.
143-5080	LEGAL/ADVERTISING	0	600	600	600	Funds for legal ads in newspapers.

DEPARTMENT: SOLID WASTE

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	351,545	182,023	181,484	183,983	1.08% over(- under) FY21 budget
<b>143 DEPARTMENT: SOLID WASTE</b>						
143-5200	ELECTRICITY	1,426	1,511	1,716	1,739	Electricity service for the Transfer Station.
143-5220	WATER & SEWER	647	630	630	630	Sewer and water service for the Transfer Station.
143-5310	VEHICLE MAINTENANCE	22,953	9,000	9,000	9,000	Maintenance costs of Transfer Station Vehicles and Equipment.
143-5500	MAINTENANCE/BUILDING	593	1,000	1,000	1,000	Routine maintenance costs for existing buildings.
143-5620	UNIFORM RENTALS	1,973	2,100	2,100	2,100	Boot allowance and uniform rentals, per union contract.
143-5900	OTHER CONTRACTUAL SERVICES	802	1,300	1,300	1,300	DEP permit and license fees, and other contractual services.
143-5915	RECYCLING SERVICES	2,950	500	500	500	Hauling of recycling containers; for contingency in event of equipment failure.
143-5950	WASTE D ISPOSAL	3,930	6,000	6,000	6,000	Costs to dispose of Hazardous Waste (ex. antifreeze, propane tanks) and Universal Wastes (ex. computers and TVs).
143-5960	COLLECTION SERVICES	164,003	0	0	0	Will cover the remaining 5 months of the curbside collection costs with bag fee increase.
143-6100	MAINTENANCE/MACHINE	598	1,800	1,800	1,800	Maintenance costs for compactors and other equipment.
143-6130	MOTOR FUEL AND LUBRICANTS	6,372	7,110	6,366	6,557	Fuel for loader, forklift, and roll-off truck.
143-6900	OTHER COMMODITIES	5,859	8,500	8,500	8,500	Leaf bags, Leaf Screener Rental, and Other Commodities.
			1,144			

**DEPARTMENT: SOLID WASTE**

<b>Acct No</b>	<b>Account Name</b>	<b>Actual 2019-2020</b>	<b>Budget 2020-2021</b>	<b>Estimated 2020-2021</b>	<b>Proposed 2021-2022</b>	<b>2021-2022 Line Item Budget Notes</b>
-	<b>DEPARTMENT TOTAL</b>	<b>351,545</b>	<b>182,023</b>	<b>181,484</b>	<b>183,983</b>	1.08% over(- under) FY21 budget
<b>143</b>	<b>DEPARTMENT: SOLID WASTE</b>					
143-7550	IMPROVEMENTS TO BUILDINGS	0	2,800	2,800	2,800	Safety and operational improvements to the Transfer Station.

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# **COMMUNITY DEVELOPMENT**



DEPARTMENT: COMMUNITY DEVELOPMENT

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	510,094	503,603	503,603	526,124	4.47% over(- under) FY21 budget
162	DEPARTMENT: COMMUNITY DEVELOPMENT					
162-4010	FULL-TIME SALARIES	352,442	343,780	343,780	358,618	Salary for the Community Development Director (75%), Land Use Planner(80%), Code Enforcement Officer , Code Admin, Town Engineer (15%), Field Inspector, and Admin Coordinator (80%). FY22 increase due to a 2.5% cost of living increase and market adjustments.
162-4020	PART-TIME SALARIES	1,616	4,500	4,500	4,500	Planning Board and BZA members.
162-4030	OVERTIME	4,845	3,000	3,000	3,000	Restore overtime line item to reflect Land Use Planner usage
162-4050	HEALTH INSURANCE	60,460	64,182	64,182	60,769	0.0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022. Offset by employee coverage level change.
162-4060	RETIREMENT	32,423	31,628	31,628	33,441	Employer retirement contribution for MPERS (10.3%), ICMA 401 plan (8%).
162-4061	RETIREMENT HEALTH SAVINGS	3,625	3,417	3,417	3,565	1% Salary
162-4070	SOCIAL SECURITY	26,437	27,210	27,210	28,345	Employer Social Security contribution.
162-5010	POSTAGE	797	700	700	700	Funds for department mailings. Increase due to expanded abutter notice requirements
162-5020	TELEPHONE	2,031	2,496	2,496	2,496	Cell phone reimbursement at \$100/month for CDD, and \$54 for CEO and FI.
162-5030	TRANSPORTATION	38	350	350	350	Mileage reimbursement.
162-5040	EDUCATIONAL/MEETING	831	2,500	2,500	6,000	APA conf (1 staff); NNECAPA conf. (1 staff); Maine Building Officials conf (2 staff); MAP conf (2 staff); Misc. education and training for staff, Planning Board, Cons.Comm. and Zoning Board; MMA workshops; plumbing, electrical, legal, Maine Fire Chiefs/Bldg Officials Mtg;)
162-5060	PRINTING	0	200	200	200	Printing needs during the year.
162-5080	LEGAL/ADVERTISING	934	1,000	1,000	1,000	Funds for legal ads in newspapers.
162-5310	VEHICLE MAINTENANCE	486	300	300	300	Supports the Leaf for Codes.
162-5400	LEGAL SERVICES	21,744	15,500	15,500	20,000	The Town Attorney provides legal advice to the Planning Board, BZA, and staff. Increase to reflect services used in prior years and to reflect anticipated increase in need for legal review for enforcing short term rental ordinance..



DEPARTMENT: COMMUNITY DEVELOPMENT

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	510,094	503,603	503,603	526,124	4.47% over(- under) FY21 budget
162	DEPARTMENT: COMMUNITY DEVELOPMENT					
162-5800	DUES & MEMBERSHIPS	617	1,340	1,340	1,340	Comm Dev Director APA - \$457; Planner APA - \$394 MAPx2 - \$160; ME GIS User Group - \$24; MBOIA x 2 - \$70; Maine Assoc of Site Evaluators (MASE)x2= \$30; International Code Council (ICC) - \$135 (up to 4 staff); Maine Association of Assessing Officers - \$40; Maine Chapter International Association Assessing Officers - \$30
162-5900	OTHER CONTRACTUAL SERVICES	0	500	500	500	Miscellaneous consulting services. ImageFlow \$500 split with Admin and Clerk
162-6010	OFFICE SUPPLIES	750	1,000	1,000	1,000	Office supplies needed during the year.
162-6020	BOOKS/SUBSCRIPTIONS	18	0	0	0	
162-6130	MOTOR FUEL AND LUBE	0	0	0	0	
162-6900	OTHER COMMODITIES	0	0	0	0	

***PARKS & COMMUNITY PROGRAMS***

**COMMUNITY  
PROGRAMS**

**RECREATION/  
ADULT ED  
SPECIAL  
REVENUE FUND**

**PARKS AND  
OPEN SPACES**

**MASON MOTZ  
BUILDING**

***PARKS***

DEPARTMENT: PARKS

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	499,040	474,877	475,441	651,306	37.15% over(- under) FY21 budget
171	DEPARTMENT: PARKS AND COMMUNITY PROGRAMS					
171-4010	FULL-TIME SALARIES	176,229	141,160	141,160	233,296	Salary for the Director (60%), Parks Supervisor, Maintenance Assistant, PW Parks Worker (20%). Deputy Director (10%), Admin (25%) Includes a 2.5% cost of living increase and the addition of a 2nd Maint Asst/Parks position.
171-4020	PART-TIME/SEASONAL SALARIES	73,628	73,579	73,579	84,109	Seasonal employees to maintain parks, town facilities and open space areas. Open Space Manager PT salary and PT Stewardship & Outreach Coord.
171-4030	OVERTIME	10,826	6,995	6,995	11,151	Overtime to cover winter weather conditions, emergencies, and additional maintenance responsibilities. Reduction based on historical use.
171-4050	HEALTH INSURANCE	37,955	34,333	34,333	51,037	0.0% inc in health insurance contribution in 2021 and assumed 8% increase in 2022. Increase due to addition of 2nd position in FY22.
171-4060	RETIREMENT	17,202	14,450	14,450	24,381	Employer retirement contribution. MPERS (10.3%), ICMA 401 (8%). Increase due to cost of living adjustment and 2nd maintenance position.
171-4061	RETIREMENT HEALTH SAVINGS	1,898	1,398	1,398	2,319	1% salaries
171-4070	SOCIAL SECURITY	17,872	17,232	17,232	25,404	Employer's Social Security contribution.
171-5020	TELEPHONE	900	650	1,116	1,116	Telephone at Parks building. Also includes cell phone reimbursement for Park Supervisor and Maintenance Asst. Increase due to Parks Asst. now eligible and 2nd Parts Maint. Eligible after 4 month probationary period.
171-5040	EDUCATIONAL/MEETING	237	1,900	1,900	1,900	Training sessions and seminars for educational and safety requirements.
171-5200	ELECTRICITY	3,934	3,320	4,076	4,146	This line item includes the cost of lighting seven tennis courts, one ice rink, general security, and parking lot lighting at various facilities. Lights are being converted to LED.

DEPARTMENT: PARKS

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	499,040	474,877	475,441	651,306	37.15% over(- under) FY21 budget
171	<b>DEPARTMENT: PARKS AND COMMUNITY PROGRAMS</b>					
171-5220	WATER	2,878	4,000	4,000	4,000	Water and sewer for the Parks maintenance building as well as irrigation at Community Park and Legion Ball Fields.
171-5230	HEATING FUEL	747	745	769	792	Heating for Village Park and Mill Road garages.
171-5300	MACHINE/EQUIPMENT MAINTENANCE	12,752	14,000	14,000	14,000	This item is used for regular routine equipment maintenance along with preventative maintenance of vehicles, trailers, and equipment.
171-5410	COMPUTER/INTERNET FEES	0	600	600	600	Funds for the internet connection which allows staff to review daily facility reservation schedules and weather reports as well as the ability to communicate through e-mail.
171-5500	MAINTENANCE/BUILDING	4,298	5,000	5,000	5,000	Contractual services to repair electrical, plumbing, heating systems, and other building maintenance repairs. Upgrade lighting at Mill & Village.
171-5580	TURF/TREE MAINTENANCE	13,249	16,000	16,000	16,000	Field maintenance at parks & facilities. contractual work for slice seeding/aeration, invasive treatments. Tree work at Park facilities after storms and/or for on-going preventative maintenance.
171-5900	OTHER CONTRACTUAL SERVICES	4,726	3,950	3,950	3,950	Rental costs for portable rest rooms at Community and Huston Parks and \$450 to Legion Post #164 for Legion Field annual parking agreement.
171-5920	OPEN SPACE AND TRAIL MAINTENANCE	9,163	19,500	19,500	23,500	Provides \$1,500 to the Sno-Voyagers for the purpose of winter trail maintenance. Account covers all open space maintenance. Updated to include contracted forester contract not to exceed \$4000/yr.

DEPARTMENT: PARKS

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	499,040	474,877	475,441	651,306	37.15% over(- under) FY21 budget
171	DEPARTMENT: PARKS AND COMMUNITY PROGRAMS					
171-6010	OFFICE SUPPLIES					
171-6130	MOTOR FUEL AND LUBRICANTS	6,553	8,066	7,384	7,606	Gas and oil supplies for tractors, trucks, and mowers.
171-6800	EQUIPMENT	275	2,000	2,000	2,000	Equipment including push mowers, trimmers, blowers, chain saws, et cetera. Budgeting amounts will vary from year to year, and is based on the replacement schedule of existing equipment.
171-6840	PARKS RENOVATIONS	4,718	6,000	6,000	6,000	Renovations for the Town's parks and courts that was formally part of a reserve. Projects include landscaping, granite signs, repairs to Walton Docks. Budgeting amounts will vary from year to year and is based on the replacement schedule of existing equipment.
171-6900	OTHER COMMODITIES	0	1,000	1,000	1,000	Funds available for miscellaneous purchases not accounted for in other line items.
172-9020	TRANSFER TO SPECIAL REV. FUND - Recreation Special Revenue Fund	99,000	99,000	99,000	128,000	Total contribution of the town to Recreation, Adult Education & Senior Services program expenses. Moved from Department 172 in FY19.

***COMMUNITY CENTER***



DEPARTMENT: MASON-MOTZ BUILDING

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	111,290	107,380	107,315	77,204	-28.1% over(- under) FY21 budget
170	DEPARTMENT: MASON-MOTZ BUILDING					
170-4010	FULL-TIME SALARIES	37,758	38,797	38,797	0	Eliminated Custodian Salary, replace with contract services
170-4030	OVERTIME	2,121	5,000	5,000	0	
170-4050	HEALTH INSURANCE	11,048	9,003	9,003	0	
170-4060	RETIREMENT	3,911	4,063	4,063	0	
170-4061	RETIREMENT HEALTH SAVINGS	409	387	387	0	
170-4070	SOCIAL SECURITY	3,144	3,024	3,024	0	
170-5020	TELEPHONE	288	288	288	0	
170-5200	ELECTRICITY	9,734	7,423	8,985	5,307	Electrical charges for this buildings. Solar project savings (\$4,085)
170-5220	WATER	6,921	10,000	10,000	10,000	Water and sewer charges for this building. Sewer \$382/mo and Water is \$450/mo
170-5230	HEATING FUEL	10,649	12,595	10,968	11,297	Heating fuel charges for this building.
170-5410	COMPUTER/INTERNET FEES	998	600	600	600	Time Warner Cable fees \$585/year. Moved from Acct 5900.
170-5500	MAINTENANCE/BUILDING	10,598	8,200	8,200	10,000	Funds to cover building maintenance.

DEPARTMENT: MASON-MOTZ BUILDING

170-5610	EQUIPMENT RENTALS	0	0	0	0	0	Move to acct 5500
170-5900	OTHER CONTRACTUAL SERVICES	13,711	8,000	8,000	40,000	8,000	Misc. items needed to maintain these buildings including CLEANING CONTRACT \$27500, security, heating system maintenance, insurance, plowing, mowing contracts, and pest control. Sprinkler testing \$450/yr Casella Waste \$1032/yr Plowing \$5745/yr

***NON-DEPARTMENTAL & OTHER AGENCIES***

***NON-DEPARTMENTAL***

DEPARTMENT: NON-DEPARTMENTAL

Acct No	Account Name	Actual 2019-2020	Budget 2020-2021	Estimated 2020-2021	Proposed 2021-2022	2021-2022 Line Item Budget Notes
-	DEPARTMENT TOTAL	1,705,786	590,248	590,248	906,490	53.58% over(- under) FY21 budget
198	DEPARTMENT: NON-DEPARTMENTAL					
198-8530	SENIOR TAX REFUND	50,000	50,000	50,000	60,000	State BETE Clawback (FY19), Senior Tax Discount, library reserve (FY19).
198-9030	TRANSFER TO CAPITAL IMPROVEMENT PROGRAM (CIP) FUND	1,407,490	387,350	387,350	584,200	Amount to be transferred to the capital fund. Includes \$322K use of uncommitted Fund Balance.
198-9020	TRANSFER TO SPECIAL REVENUE FUND	179,900	38,100	38,100	78,100	\$20,000 a year to pay for one Assessing property revaluation every 5 years, Wellness \$9,100, and Long Range Planning \$9,000.
198-8515	METRO ASSESSMENT	1,255	1,700	1,700	1,700	Regional Transport Program - fixed RTE paratransit, which is a Federal requirement.
198-8920	CONTINGENCY	18,696	83,098	83,098	152,490	Contingency funds for unanticipated expenses. Includes contingency for Union negotiations.
198-8520	HIGHLAND LAKE	29,117	0	0	0	Moved to Sustainability Department.
198-5900	BROWNTAIL MOTH SPRAYING	19,328	30,000	30,000	30,000	

***OTHER AGENCIES***

