

**TOWN OF BRIDGTON
PROPOSED DEPARTMENTAL BUDGET REVIEWS
FY 2021/2022**

Monday, March 1, 2021

Starting at 9:00 a.m.

Break for Lunch around Noon

071 - Recreation
018 - Town Hall
015 - Municipal Complex
051 - Public Works
052 - Town Garage
053 - Vehicle Maintenance
054 - Transfer Station
073 - Cemeteries
074 - Parks Department
076 - Pondicherry Park
294 - Capital Expense

014 - Community Development
013 - Code Enforcement
022 - Boards
017 - Town Clerk
016 - General Assistance

031 - Police Department
032 - Bridgton Fire Department
033 - Animal Control
034 - Civil Emergency
049 - Other Public Safety
035 - Health Officer

019 - Finance
291 - Insurances
292 - Employee Benefits

011 - Administration
012 - Assessing
029 - Other General Government

Tuesday, March 2, 2021

3:00p.m.

Review any outstanding departments
Additional Comments or Questions

4:00p.m.

072 - Bridgton Public Library
075 - Bridgton Community Center
293 - Outside Agency Services
299 - Other Town Wide
010 - Revenues

Budget Summary FY 2021 / 2022

Account Code	Department	Approved Budget 2021	Department Head Proposed Budget 2022	Yearly Change (\$ + / -) DH	Yearly Change (% + / -) DH	Town Manager Proposed Budget 2022	Yearly Change (\$ + / -) TM	Yearly Change (% + / -) TM	Final Approved Budget 2022
Revenue Accounts									
010	General Government	\$3,345,116.00	\$3,680,829.00	\$335,713.00	10.04%	\$3,680,829.00	\$335,713.00	10.04%	
Expenses Accounts									
011	Administration	\$371,774.00	\$371,816.00	\$42.00	0.01%	\$371,816.00	\$42.00	0.01%	
012	Assessing	\$52,500.00	\$60,821.00	\$8,321.00	15.85%	\$60,821.00	\$8,321.00	15.85%	
013	Code Enforcement	\$112,707.00	\$141,351.00	\$28,644.00	25.41%	\$141,151.00	\$28,444.00	25.24%	
014	Community Development	\$150,500.00	\$197,713.00	\$47,213.00	31.37%	\$178,180.00	\$27,680.00	18.39%	
015	Municipal Complex	\$112,543.00	\$116,863.00	\$4,320.00	3.84%	\$116,240.00	\$3,697.00	3.28%	
016	General Assistance	\$18,844.00	\$22,344.00	\$3,500.00	18.57%	\$22,344.00	\$3,500.00	18.57%	
017	Town Clerk	\$203,549.00	\$213,875.00	\$10,326.00	5.07%	\$213,875.00	\$10,326.00	5.07%	
018	Town Hall	\$18,456.00	\$33,960.00	\$15,504.00	84.01%	\$33,960.00	\$15,504.00	84.01%	
019	Finance	\$135,356.00	\$176,819.00	\$41,463.00	30.63%	\$148,676.00	\$13,320.00	9.84%	
022	BOS / PB&AB	\$23,798.00	\$18,751.00	(\$5,047.00)	-21.21%	\$17,854.00	(\$5,944.00)	-24.98%	
029	Other General Government	\$63,000.00	\$63,000.00	\$0.00	0.00%	\$63,000.00	\$0.00	0.00%	
031	Police	\$663,208.00	\$1,025,621.00	\$162,413.00	18.82%	\$995,063.00	\$131,855.00	15.27%	
032	Fire	\$383,678.00	\$348,606.00	(\$35,072.00)	-9.14%	\$347,799.00	(\$35,879.00)	-9.35%	
033	Animal Control	\$23,844.00	\$24,327.00	\$483.00	2.03%	\$24,327.00	\$483.00	2.03%	
034	Civil Emergency	\$13,369.00	\$44,051.00	\$30,682.00	229.50%	\$20,884.00	\$7,515.00	56.21%	
035	Health Officer	\$2,213.00	\$3,828.00	\$1,615.00	72.98%	\$3,828.00	\$1,615.00	72.98%	
049	Other Public Safety	\$322,003.00	\$327,055.00	\$5,052.00	1.57%	\$327,055.00	\$5,052.00	1.57%	
051	Public Works	\$793,579.00	\$790,424.00	(\$3,155.00)	-0.40%	\$737,387.00	(\$56,192.00)	-7.08%	

Account Code	Department	Approved Budget 2021	Department Head Proposed Budget 2022	Yearly Change (\$ + / -) DH	Yearly Change (% + / -) DH	Town Manager Proposed Budget 2022	Yearly Change (\$ + / -) TTM	Yearly Change (% + / -) TTM	Final Approved Budget 2022
052	Town Garage	\$22,600.00	\$23,662.00	\$1,062.00	4.70%	\$23,662.00	\$1,062.00	4.70%	
053	Vehicle Maintenance	\$379,890.00	\$376,516.00	(\$3,374.00)	-0.89%	\$376,516.00	(\$3,374.00)	-0.89%	
054	Transfer Station	\$541,890.00	\$596,053.00	\$54,163.00	10.00%	\$590,253.00	\$48,363.00	8.92%	
071	Recreation	\$283,921.00	\$362,666.00	\$78,745.00	27.73%	\$361,232.00	\$77,311.00	27.23%	
072	Library	\$84,000.00	\$84,000.00	\$0.00	0.00%	\$84,000.00	\$0.00	0.00%	
073	Cemeteries	\$41,377.00	\$57,294.00	\$15,917.00	38.47%	\$56,550.00	\$15,173.00	36.67%	
074	Parks	\$219,529.00	\$205,566.00	(\$13,963.00)	-6.36%	\$205,566.00	(\$13,963.00)	-6.36%	
075	Community Center	\$77,387.00	\$76,937.00	(\$450.00)	-0.58%	\$76,937.00	(\$450.00)	-0.58%	
076	Pondicherry Park	\$12,050.00	\$7,050.00	(\$5,000.00)	-41.49%	\$6,550.00	(\$5,500.00)	-45.64%	
291	Insurances	\$193,280.00	\$184,262.00	(\$9,018.00)	-4.67%	\$184,262.00	(\$9,018.00)	-4.67%	
292	Employee Benefits	\$841,968.00	\$912,560.00	\$70,592.00	8.38%	\$849,130.00	\$7,162.00	0.85%	
293	Outside Agencies	\$64,008.00	\$87,575.00	\$23,567.00	36.82%	\$63,850.00	(\$158.00)	-0.25%	
294	Capital Expenditures	\$632,500.00	\$870,000.00	\$237,500.00	37.55%	\$620,000.00	(\$12,500.00)	-1.98%	
299	Other Townwide	\$11,334,609.00	\$11,613,093.00	\$278,484.00	2.46%	\$11,613,093.00	\$278,484.00	2.46%	
	TOTAL	\$18,393,930.00	\$19,438,459.00	\$1,044,529.00	5.68%	\$18,935,861.00	\$541,931.00	2.95%	
	School/County Tax	(\$10,644,011.00)	(\$10,644,011.00)	\$0.00	0.00%	(\$10,842,122.00)	(\$198,111.00)	1.86%	
	Gross Appropriations	\$7,749,919.00	\$8,794,448.00	\$1,044,529.00	13.48%	\$8,093,739.00	\$343,820.00	4.44%	
	Revenues	(\$3,345,116.00)	\$3,680,829.00	\$7,025,945.00	-210.04%	(\$3,680,829.00)	(\$335,713.00)	10.04%	
	NET TO BE RAISED	\$4,404,803.00	\$12,475,277.00	\$8,070,474.00	5.68%	\$4,412,910.00	\$8,107.00	0.18%	

Budget Worksheet July 1, 2021 - June 30, 2022

Dept: 071 Recreation

Payroll

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
1-1010 Salary	50,921	51,345	55,073	20,728	57,826	56,726	0
3% COLA & 2% market adjustment if approved by the Town Manager **Note the YTD salary line has received benefit from the Keep Me Healthy Grant thereby reducing this expense							
1-1020 Hourly		26,373	33,218	14,903	34,216	34,216	0
3% COLA if approved by the Town Manager - F/T Programmer - \$34,216 (\$16.45 per hour) Cost offset by Salmon Point Campground Revenue - \$35,000 ** Note the YTD amount has received benefit from the Keep Me Healthy Grant thereby reducing this expense.							
1-1030 Part Time	50,130	75,113	87,760	69,774	153,820	153,820	0
8.5 Weeks - (4) WSI Swim Instructors - \$16,400, (5) Camp Staff \$20,500, (8) Lifeguards @ Highland Lake, Woods Pond, and * Salmon Point \$32,800; (3) Teen Summer Staff \$15,120; \$69,000 Before and After School Program; Cost offset by Moose Pond Trust / YTD increase reflects the addition of a Day Camp Program at the start of the school year to accommodate families with children learning remotely. This Day Camp program was primarily funded by the Maine Department of Education CRF (Coronavirus Response Fund) grant through MSAD #61.							
1-1040 Overtime		930	1,000	5,034	1,000	1,000	0
1-1060 Longevity	1,200	1,950	1,950	1,012	1,950	1,950	0
\$37.50 per week / 52 weeks for the Recreation Director							
Total Payroll	101,051	155,711	179,001	111,451	248,812	247,712	0
Employee Benefits							
2-2010 FICA	7,467	11,283	0	8,525	19,034	18,950	0
7.65%							
Total Employee Benefits	7,467	11,283	0	8,525	19,034	18,950	0
Supplies							
3-3010 Office Supplies	0	40	1,000	0	1,000	750	0
Office Supplies for Rec Director & Rec Programmer							
3-3050 Small Equip	3,800	3,695	2,000	0	0	0	0
3-3080 Postage		35	0	0	0	0	0
3-3360 Fall Prog.	13,354	13,720	9,600	5,182	8,500	8,500	0
Soccer \$6,500 (uniforms, equipment, coach supplies, t-shirts younger levels, indoor soccer program of Maine). Off-set by Fall Program (Soccer) Registration Fee Revenue estimated to be \$3,000. Before/After School Program \$2,000							
3-3370 Summer Prog.	28,869	24,137	30,750	2,557	30,750	30,750	0
Summer Rec Tips/Equipment \$6,500; Summer Rec Scholarships \$7,875; Swim Lessons/Beach \$2,000; Teen Summer Rec (Transportation, Entry Fees, Equipment) \$14,375 / Off-set by Summer Program Registration Fee Revenue estimated to be \$3,000.							

Budget Worksheet July 1, 2021 - June 30, 2022

Dept: 071 Recreation	2019	2020	2021	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
	Actual	Actual	Budget				
3-3380 Winter Prog.	8,996	12,785	9,550	819	7,250	7,250	0
Youth Basketball \$4,000; Ice Rink \$250; Festival of Lights - \$3,000 / Off-set by Winter Program (Basketball) Registration Fee Revenue estimated to be \$2,000.							
3-3390 Spring Prog.	9,496	2,827	23,000	355	21,200	21,200	0
Miscellaneous Supplies; First-aid kits, COVID 19 Supplies; swim buoys & swim line for swim lessons; snack shack items; small equipment purchases; keys, storage totes, clipboards, etc. / Off-set by Spring Program (Lacrosse) Registration Fee Revenue estimated to be \$1,500.							
3-3999 Oth Supplies	2,670	2,407	1,500	1,345	2,000	2,000	0
Miscellaneous Supplies; First-aid kits, swim buoys & swim line for swim lessons; snack shack items; small equipment purchases; keys, storage totes, clipboards, etc.							
Total Supplies	67,185	59,646	77,400	10,258	70,700	70,450	0
Prof & Tech							
4-4030 Memberships	220	318	385	0	385	385	0
NSCA (National Strength Conditioning Association) \$120, MPRPA (Maine Parks and Rec Association) - \$90 (\$45 X 2), NRPRA (National Recreation and Parks Association) - \$175							
4-4060 Training/Sch	955	2326	2330	0	830	830	0
NRPRA (National Recreation & Parks Association) Conference \$1500 (Removed for 2021), NNEPRA (Northern New England Parks & Recreation Association) Conference \$300 (\$150 X 2), MERPA (Maine Recreation & Parks Association) - \$530							
4-4290 Fireworks	6,500	3,250	6,500	0	6,500	6,500	0
2021 Show is Paid (No Show 2020), \$6,500 pays for the 2022 Show Payment 1 due 12/31 Payment 2 due prior to show							
Total Prof & Tech	7,675	5,894	9,215	0	7,715	7,715	0
Property Srv							
5-5090 Equip Rental	9,302	8,386	11,000	4,879	11,000	11,000	0
7 Handicap Units, 3 Regular Units and 9 extra units for use during year for special events							
5-5140 Internet	0	916	780	393	780	780	0
Internet Service for Town Hall and Ice Rink \$65 monthly							
5-5160 Cell Phone	745	1,721	1,125	774	1,125	1,125	0
One Department Head cell phone, Programmer Cell Phone upgrade and (2) seasonal cell phones for beach attendants & stipends							
Total Property Srv	10,047	11,023	12,905	6,046	12,905	12,905	0
Othr Service							
6-6190 Mileage	911	1,107	1,000	0	1,000	1,000	0
Used for when municipal vehicle not available for use based on the 2021 IRS mileage rate of \$.56 / mile							
6-6220 Adult Trips	2,359	6,145	4,400	0	2,500	2,500	0
Potential First Trip August 21 Cabbage Island \$2500 - Off Set By Revenue							
Total Othr Service	3,270	7,252	5,400	0	3,500	3,500	0
	196,695	250,809	283,921	136,280	362,666	361,232	0

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 018 TOWN HALL

Supplies

	2019	2020	2021	2021YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
	Actual	Actual	Budget				

3-3040 Building Sup

1324

14

400

110

800

800

0

Increase in general supplies

3-3050 Small Equip

0

766

200

59

200

200

0

3-3310 Heating Fuel

5,432

5,076

6,000

1,565

6,000

6,000

0

Presently locked in with C.N. Brown at \$1.119 / gallon until 6/30/21

3-3999 Oth Supplies

222

0

0

3,157

3157

0

Cleaning supplies, etc., 35% of yearly cost of Odorite = \$3,157. With the recreation day program operating year-round, there is an increase in demand

Total Supplies

6,756

6,078

6,600

1,734

10,157

10,157

0

Prof & Tech

4-4110 Inspections

0

0

138

0

138

138

0

Fire Extinguisher Inspections

4-4280 Contrctd Srv

2,490

2,070

2,500

84

2,500

2,500

0

Floor refinishing

Total Prof & Tech

2,490

2,070

2,638

84

2,638

2,638

0

Property Srv

5-5010 Equip Repair

0

278

350

0

350

350

0

5-5020 Equip Contrct

949

966

1,078

691

1,078

1,078

0

Monitoring system for low temp \$250, and semi-annual maintenance of heating system but excludes Renew Air/HRV Desiccant Cartridges and belt per quoted contract pricing \$828.

5-5050 Bldg Repair

745

2,035

3,000

2,125

13,000

13,000

0

\$9,896 to property duct air handler (see estimate); \$1,500 to install exterior lighting for general public during voting.

5-5100 Sec./Alarms

543

3,247

500

0

500

500

0

Any needed repairs/improvements

5-5110 Electricity

2,122

4,118

3,500

3,146

4,375

4,375

0

Presently locked in with Constellation New Energy at \$.076 per kWh through 12/10/2020 - Increased as a result of the recreation day program being run year-round

5-5120 Water Usage

301

347

310

126

350

350

0

Increased as a result of the recreation day program being held year-round.

5-5140 Internet

480

750

480

519

1,512

1,512

0

Need internet for security system as well as full time Recreation Programmer's Office \$40 x 12 = \$480 - as a result of the recreation day program being run year-round, plus current GWI/Internet of \$86. x 12 mos

Total Property Srv

5,140

11,741

9,218

6,607

21,165

21,165

0

14,386

19,889

18,456

8,425

33,960

33,960

0

(Increase of \$15,504)

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 015 Municipal Complex

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
Payroll							
1-1020 Hourly	37,332	36,673	39,721	19,912	40,914	40,914	0
Full-time Custodian Hourly Rate presently \$19.10; Department Head Request includes a 3% COLA if approved by Town Manager							
1-1030 Part Time	854	2,641	2,400	284	1,800	1,500	0
Part time help when custodian is on vacation or out sick							
1-1040 Overtime	366	390	500	76	400	400	0
Late meeting clean-up or call in when there is an issue with the building.							
1-1060 Longevity		1200	1,950	1,012	1,950	1,950	0
\$37.50 per week x 52 weeks							
Total Payroll	38,552	40,904	44,571	21,284	45,064	44,764	0
Employee Benefits							
2-2010 FICA	2,981	3,124	3,410	1,651	3,470	3,447	0
7.65%							
2-2100 Clothing Allowance	300	300	300	300	300	300	0
Total Employee Benefits	3,281	3,424	3,710	1,951	3,770	3,747	0
Supplies							
3-3020 Drinking Water	1,487	1,016	1,139	312	1,139	1,139	0
Avg. (8) 5 gallon jugs per month @ \$10.99 x 8 x 12 months = \$1,055.04 plus \$6.95 delivery fee x 12=\$81.39							
3-3040 Building Supplies	909	181	500	251	500	500	0
Building maintenance and repairs such as ceiling tiles							
3-3050 Small Equipment	652	0	500	0	500	200	0
Items such as hand tools and replacement batteries for cordless tools							
3-3310 Heating Fuel	7,670	8,649	8,432	1,915	8,432	8,432	0
Average 3500 gallons per year; presently locked in at \$1.609 until 6/30/2021 with C.N. Brown.							
3-3999 Oth Supplies	2,055	4,518	1,300	3,645	4,457	4,457	0
General misc supplies, plus 35% of yearly cost of Odorite (Centralized buying of paper goods, bathroom supplies & cleaning products) = \$3,157							
Total Supplies	12,773	14,364	11,871	6,123	15,028	14,728	0

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 015 Municipal Complex Prof & Tech	2019	2020	2021	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
	Actual	Actual	Budget				
4-4210 MedTst/PhyE		185	0	0	0	0	0
4-4215 Hiring/PsyEv		151	0	0	0	0	0
Total Prof & Tech	0	336	0	0	0	0	0
Property Services							
5-5010 Equip Repair	926	673	500	250	500	500	0
5-5020 Equip Cntrct	5,062	4,005	4,330	2,148	4,330	4,330	0
<i>Security 101 - Annual Monitoring of Panic Alarm System \$299,88; annual monitoring of Fire Alarm System ie. low temp and fire \$371.88; annual fire alarm system testing and inspection \$249; Specialty Services - HVAC System and Boiler Maintenance \$3267; Tyco Simplex Grinnel - Fire Extinguisher Inspections \$138.38.</i>							
5-5030 Sign Repair	20	25	0	236	500	500	0
5-5050 Bldg Repair	15,705	20,041	15,000	12,462	15,000	15,000	0
<i>Addition of 1 Steam clean and 1 strip & re-wax annually, (2) HVAC mini-spills need to be replaced</i>							
5-5060 Grnds Main		60	0	13	100	100	
<i>General maintenance, plantings, etc.</i>							
5-5110 Electricity	22,648	24,941	26,568	9,299	26,568	26,568	0
<i>Budgeted for \$1800 per mo. X 12 months. Presently locked in with Constellation New Energy until 11/29/2020 at \$.07600 per kWh</i>							
5-5120 Water Usage	1,429	1,680	1,500	822	1,500	1,500	0
5-5130 Sewer Usage	2,555	2,054	3,800	1,977	3,800	3,800	0
<i>Using an average 4700 gallons per quarter plus reserve fee of \$536 = \$3800 per year</i>							
5-5150 Telephone			0	123	123	123	
<i>Consolidated Communications line for fire alarms</i>							
5-5160 Cell Phone	577	566	593	252	480	480	0
<i>12 mos. x \$39.99 = \$480</i>							
Total Property Services	48,922	54,045	52,291	27,582	52,901	52,901	0
Othr Service							
6-6190 Mileage	0	31	100	0	100	100	0
<i>2021 IRS mileage rate \$.56 per mile - In town and out of town travel</i>							
Total Othr Service	0	31	100	0	100	100	0
	103,528	113,104	112,543	56,940	116,863	116,240	0

Increase of \$4,320

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 051 Public Works

Payroll

1-1010 Salary

Department Head Salary includes a 3% COLA adjustment if approved by the Town Manager / offsetting revenues: 30% (\$27,053) water reclamation & 15% from (\$13,527) Salmon Point

1-1020 Hourly

3 employees @ \$20.56 x 2080 hrs., 3 employees @ \$20.76 (Class A license) x 2080 hrs: these rates are in accordance with the pay scale in the public works agreement dated 7/1/2019; foreman \$26.40 x 2080 hrs = \$54,912; FT Admin Asst \$21.22 x 2080 hrs = \$44,138 (Shared with Water Reclamation 50% / 50%).

1-1030 Part Time

In case we need to find a part time driver for winter work, if needed

1-1040 Overtime

OT rate is \$31.14 with an average of 1150 hrs of overtime

1-1060 Longevity

1 employees (foreman) x \$60 x 52 wks = \$3,120, 1 employee x \$40 x 52 wks = \$2,080 1 employee x \$30 x 52 wks = \$1,560, 1 employee at \$30 x 49 weeks & \$40 x 3 weeks = \$1,590

1-1100 Differential

In accordance with the public works agreement, employees operating heavy equipment (grader, loader, sweeper, dozer, backhoe) are eligible for an additional \$1.00 per hour when operating this equipment for a minimum of one (1) hour

Total Payroll

Employee Benefits

2-2010 FICA

7.65%

2-2100 Clothing Allowance

\$475 x 7 employees = \$3,325 in accordance with Public Works Agreement dated 7/2019

2-2999 Other Benefits

Public Services Employees attire to identify workers as being a Town of Bridgton employee

Total Employee Benefits

Supplies

3-3010 Office Supplies

Supplies were purchased for two offices.

2019	2020	2021	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
Actual	Actual	Budget				

75,894 61,856 87,550 45,429 90,177 45,088 0

278,722 300,919 325,084 161,873 334,819 334,819 0

0 0 2,000 0 0 0 0

31,316 31,986 34,431 6,531 35,811 35,811 0

12,610 9,660 10,970 3,750 8,350 8,350 0

2,143 1,685 2,000 849 2,000 2,000 0

400,685 406,106 462,035 218,432 471,157 426,068 0

30,767 30,671 35,600 16,401 36,298 32,849 0

3,150 3,325 3,325 2,850 3,325 3,325 0

938 2,000 2,000 1,168 2,250 2,250 0

33,917 34,934 40,925 20,419 41,873 38,424 0

515 617 500 1,480 1,500 1,000 0

Budget Worksheet July 1, 2021 - June 30, 2022

Dept: 051 Public Works	2019	2020	2021	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
	Actual	Actual	Budget				
3-3020 Drinking Wtr	998	1,188	1,263	210	1,500	1,500	0
Have been running out of drinking water - need to increase deliveries a bit.							
3-3030 Office Furn		0		222	0		
3-3050 Small Equip		0	3,400	662	2,000	2,000	0
(2) Radios @ \$900 each = \$1800 for trucks need replacing; misc							
3-3080 Postage	3	2	20	41	50	50	0
Very rarely needed, but must budget for sending back unused inspection stickers, DEP reports, etc							
3-3090 Tools	1,322	4,326	2,000	1,419	3,000	3,000	0
Hand tools, chainsaws, work signs, and a jack needs replacement, etc.							
3-3200 Traffic Line	7,724	3,491	6,400	0	6,400	6,400	0
In-town work plus repainting what lines we have on the roads (GPCOG bid)							
3-3210 Culverts	16,989	10,345	20,000	6,699	20,000	17,000	0
The GPCOG bid is after the budget is set. We do anywhere from 25-30 per year							
3-3220 Road Patch	10,613	7,686	11,680	1,512	11,680	11,680	0
(Cold Patch/Hot Top); \$146.00 per ton / for approximately 80 tons per year							
3-3230 Salt	92,229	69,447	100,800	20,279	84,400	84,400	0
The GPCOG bid is after the budget is set. We average 1800 tons per year; this years price is \$58./ton. Can decrease budget request due to carryover.							
3-3240 Sand	62,878	65,240	66,300	55,364	70,002	70,002	0
This is for the sand, dozer, and trucking to get the sand into the shed. Depending on the amount we use the previous winter; dozer \$5,000 / trucking \$25,000. / 6,667 yds \$6.00 / yd.							
3-3250 Gravel	26,161	10,043	30,600	4,060	25,290	25,290	0
We need gravel on hand for washouts and culvert work. Gravel per yd is \$8.85/yd. x 2400 yds = \$21,240. plus rip-rap for lining ditching, 300 yds at \$13.50/yd = \$4050.							
3-3260 Dust Control	3,880	3,999	6,000	0	4,500	4,500	0
We have a two thousand gal tank we fill twice a year; this years price was \$2.25 / gal. - first purchase was out of last year's budget							
3-3999 Oth Supplies	3,164	3,545	3,500	2,386	4,500	3,500	0
Grass seed and road fabric, cleaning supplies & some PPE							
Total Supplies	226,476	179,929	252,463	94,334	234,822	230,322	0
Prof & Tech							
4-4030 Memberships	210	99	200	216	250	250	0
American Public Works Association, etc.							

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 051 Public Works	2019	2020	2021	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
	Actual	Actual	Budget				
4-4060 Training/Sch	0	30	500	-30	500	500	0
<i>New employees will need training (Clerical / Director)</i>							
4-4220 Drug/Alch/TS	1102	1462	804	537	871	871	0
<i>Based on random selection done each month; a Federal and State requirement for CDL personnel \$67 each time (based on one per month) plus annual CDL "Clearinghouse" query at \$1.25/emp</i>							
4-4250 Engineer Srv	0	3,378	2,500	0	2,500	2,500	0
<i>For any surveying that is needed, based on recent survey charges; miscellaneous road engineering as needed</i>							
4-4280 Contractd Srv	6,058	0	6,500	1,913	6,500	6,500	0
<i>Traffic light repair, dozer for snow dump, if needed, weather forecast service (DTN, LLC)</i>							
Total Prof & Tech	7,370	4,969	10,504	2,636	10,621	10,621	0
Property Srv							
5-5010 Equip Repair	1,036	1,511	1,200	742	2,400	2,400	0
<i>Hydraulic hose repair, misc.</i>							
5-5020 Equip Cntrct	354	154	354	0	354	354	0
<i>Torches at the shop have a yearly contract; Annual Fire Extinguisher Inspection and test \$154</i>							
5-5030 Sign Repair	1,082	2,011	2,000	1,925	2,500	2,500	0
<i>For the replacement and new signs</i>							
5-5060 Grnds Main	0	0	2,500	0	2,500	2,500	0
<i>Gate replacement</i>							
5-5070 Roadside Mow	3,958	4,095	4,500	3,565	4,500	4,500	0
<i>100 hrs. x \$45/hr.</i>							
5-5080 Snowplowing	3,803	2,462	3,500	0	3,500	3,500	0
<i>(Contracted Snow Plowing); This is to pay the Town of Harrison to do one mile of Rt. 35 based on actual cost to do the road. The price is subject to whatever kind of winter we have.</i>							
5-5090 Equip Rental	5,305	5,166	6,000	2,842	8,000	8,000	0
<i>Excavator Rental - plan on rebuilding Oak Street - drainage</i>							
5-5140 Internet	1,264	1,331	1,260	729	1,500	1,500	0
<i>Internet and cable for the shop \$125 / month</i>							
5-5150 Telephone	875	860	900	433	900	900	0
<i>There are two separate phone lines in the garage \$75/month</i>							

Budget Worksheet **July 1, 2021 - June 30, 2022**

Dept: 051 Public Works	2019	2020	2021	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
	Actual	Actual	Budget				
5-5160 Cell Phone	747	1,162	1,188	764	1,548	1,548	0
PSD cell/GIS \$84 / month plus stipends for Foreman \$25 / Admin Asst @ \$20 per month							
5-5180 Tree Removal	550	5,193	3,000	1,500	3,000	3,000	0
For the removal of bad trees, average \$750 per tree							
Total Property Srv	18,974	23,945	26,402	12,500	30,702	30,702	0
Othr Service							
6-6160 Advertising	234	1,963	250	52	250	250	0
Only used a couple times a year;							
6-6190 Mileage	0	128	200	0	200	200	0
2021 Mileage Rate \$.56 per mile (mostly town vehicle used; Admin Asst in and around mileage @ 5 mi per week \$150)							
6-6200 Meals/Incident	0	56	800	136	800	800	0
Food for the crew if out for extended periods of time							
Total Othr Service	234	2,147	1,250	188	1,250	1,250	0
	687,656	652,030	793,579	348,509	790,424	737,387	0
			decreased		-56,192		

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 052 Town Garage

Supplies

3-3310 Heating Fuel

Average 2,000 gallons per year. Presently locked in with C.N. Brown at 1.609 until 06/30/2021. (Added 3% estimated increase)

3-3999 Oth Supplies

Cleaning supplies, etc., plus 10% of yearly cost of Odorite = \$902

Total Supplies

Prof & Tech

4-4110 Inspections

Annual Chain Hoist Inspections-NE Crane; boiler & compressor-State appointed subcontractor; underground storage tank-Simard & Sons

Total Prof & Tech

Property Srv

5-5020 Equip Cntrct

New service for monitoring fire and low temp \$250, Annual Maintenance of heating system to include filters, belts, nozzles, and electrodes (if applicable) \$444;

5-5050 Bldg Repair

Older building. Next year's project to fix concrete wall on salt shed.

5-5100 Sec./Alarms

5-5110 Electricity

We've been in the \$4,200 range the last two years; presently locked in with Constellation New Energy at .076 Kwh until 11/30/2020.

5-5120 Water Usage

Total Property Srv

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
3-3310 Heating Fuel	4,550	4,618	4,500	1,106	4,650	4,650	0
3-3999 Oth Supplies		1,383	500	476	1,402	1,402	0
Total Supplies	4,550	6,001	5,000	1,582	6,052	6,052	0
Prof & Tech							
4-4110 Inspections	1,079	1,114	2,000	738	2,000	2,000	0
Total Prof & Tech	1,079	1,114	2,000	738	2,000	2,000	0
Property Srv							
5-5020 Equip Cntrct	744	444	690	526	700	700	0
5-5050 Bldg Repair	5,269	17,814	10,000	3,501	10,000	10,000	0
5-5100 Sec./Alarms	0	250	0	0	0	0	0
5-5110 Electricity	4,894	4,620	4,200	1,645	4,200	4,200	0
5-5120 Water Usage	693	797	710	199	710	710	0
Total Property Srv	11,600	23,925	15,600	5,871	15,610	15,610	0
	17,229	31,040	22,600	8,191	23,662	23,662	0

(Increase of \$1062.00)

NOTE: Building needs new boiler - cost will be reflected in the Capital budget cost center #294

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 053 Vehicle Maintenance

Payroll

1-1020 Hourly

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
(1) employee at \$22.56 x 2080 hrs. = \$46,925 and (1) employee at \$20.56 x 2080 hrs. = \$42,765 in accordance with pay scale in public works agreement dated 7/2019							
1-1040 Overtime	10,889	10,178	7,860	1,788	8,448	8,448	0
aver. \$33.79 x 250 hrs							
1-1060 Longevity	3,120	3,120	3,120	1,620	4,020	4,020	0
(1) at \$60 / wk x 52 weeks = \$3120 and (1) at \$30 / wk x 30 weeks = \$900							
1-1100 Differential	82	500	36	100	100	100	0
In accordance with the public works agreement, employees operating heavy equipment (grader, loader, sweeper, dozer, backhoe) are eligible for an additional \$1.00 per hour when operating this equipment for a minimum of one (1) hour.							
Total Payroll	93,093	93,691	98,674	48,679	102,258	102,258	0

Emp Benefits

2-2010 FICA

7.65%

2-2100 Clothing All

We pay for the mechanics uniforms via contract with Unifirst Corporation at \$68.20 per week x 52 weeks, (potential 6% increase this year)

Total Emp Benefits

Supplies

3-3090 Tools

For town-owned tools, updating code readers, and replace a hydraulic jack

3-3280 Unleaded Gas

Budgeting for a 3% increase over the 2021 budgeted amount (see offsetting projected revenues for gas reimbursement from Bridgton Water District, Easy Riders, and Salmon Point)

3-3290 Diesel Fuel

Based on historical data plus a 3% increase

3-3300 Oil & Grease Products

Average annual price for oil is \$2.99/qt and \$1.69/qt for hyd oil. Budgeting for 300 gal of oil x \$12.48 = \$3,744, 300 gal of hyd oil x \$6.73 = \$2019, grease \$400, transmission oil \$300, fuel mix \$800, one drum special oil \$600, plus increase of 3%

3-3320 Parts for Repair

Parts remain expensive, metals/steel even more so; shipping costs

	422	1,564	2,000	13	2,000	2,000	0
3-3280 Unleaded Gas	34,005	31,660	35,020	8,697	36,075	36,075	0
3-3290 Diesel Fuel	72,647	54,248	67,943	6,522	70,000	70,000	0
3-3300 Oil & Grease Products	5,805	8,690	7,704	4,988	8,100	8,100	0
3-3320 Parts for Repair	62,034	62,534	59,000	27,181	59,000	59,000	0

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 053 Vehicle Maintenance	2019	2020	2021	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
	Actual	Actual	Budget				
3-3330 Tires & Tubes Expense	4,420	12,603	23,000	6,641	15,000	15,000	0
For all town-owned vehicles							
3-3340 Plow/Sand Pt	37,461	29,844	37,000	5,193	37,000	37,000	0
For all plow and sander parts from cutting edges to sander chains							
3-3999 Oth Supplies	7,845	3,423	5,500	1,402	5,500	5,500	0
Small items for equipment and in the shop, cleaning supplies, etc.							
Total Supplies	224,639	204,566	237,167	60,637	232,675	232,675	0
Prof & Tech							
4-4110 Inspections	5,825	854	8,000	107	5,000	5,000	0
outsourced repairs to fire truck to meet inspection requirements; inspection cost							
Total Prof & Tech	5,825	854	8,000	107	5,000	5,000	0
Property Srv							
5-5010 Equip Repair		180		0	0		
5-5040 Veh Repair	22,248	13,404	25,000	2,705	25,000	25,000	0
Outsourcing repairs that cannot be done in-house							
Total Property Srv	22,248	13,584	25,000	2,705	25,000	25,000	0
Oth Service							
6-6190 Mileage		8			0		
Total Oth Service		8			0	0	0
		8	0	0	0	0	0
	356,204	323,689	379,890	117,443	376,516	376,516	0

Decrease of \$3,374

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 054 Transfer Station

Payroll Expense

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
1-1020 Hourly	116,283	110,319	109,991	57,068	122,253	122,253	0
(2) Full-time attendants @ \$17.06 / hr. = \$70,970 in accordance with pay scale in public works agreement dated 7/1/2019 and (1) Foreman @ \$20.35 / hr - \$42,328 - added \$8,955 for 25% additional employee. To fully staff in Parks, will need to split 25% Cemetery, 25% Transfer Station and 50% Parks							
1-1030 Part Time	0	8,378	10,000	2,082	0	0	0
Part time employee for coverage of absences							
1-1040 Overtime	3,492	6,974	2,850	2,527	2,850	2,850	0
Budgeting for 100 Hours @ \$ 28.50. Past 2 years have exceeded budget.							
1-1060 Longevity	3,010	1,620	840	90	1,560	1,560	0
(1) employee @ \$30 / wk x 52 weeks							
1-1100 Differential		366	300	222	400	400	0

In accordance with the public works agreement, employees operating various equipment are eligible for an additional \$1.00 per hour when operating equipment of a minimum of one (1) hour

Total Payroll Expenses

122,785 127,657 123,981 61,989 127,063 127,063

0

Emp Benefits

2-1900 FICA

9,349

9,895

9,594

4,848

9,829

9,829

0

7.65%

2-2100 Clothing Allowance

900

1,425

1,425

1,425

1,425

1,425

0

(3) employees @ \$475 = \$1425

Total Emp Benefits

10,249 11,320 11,019 6,273 11,254 11,254

0

Supplies

3-3010 Office Supplies

633

892

1,000

658

1,000

1,000

0

Stickers, Printer Ink, Register Tape/Ink, Ticket Sales Receipt Books, etc.

3-3020 Drinking Wtr

85

242

200

250

500

500

0

Based on YTD expenses / Under-estimated supply for 2021 budget

3-3080 Postage

71

67

200

26

200

200

0

This line used to mail out invoices for Transfer Station charge accounts; if we have an email on file, we email them vs. mailing

3-3310 Heating Fuel

125

0

250

0

250

250

0

Presently locked in with C.N. Brown at \$1.119 / gallon until 6/30/2021.

3-3999 Oth Supplies

848

1,293

1,500

230

1,500

1,000

0

Propane for forklift, misc hardware, first aid supplies, 10% of yearly Odorite budget = \$902

Total Supplies

1,762 2,494 3,150 1,164 3,450 3,450

0

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 054 Transfer Station Prof & Tech

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
4-4030 Membership	0	0	150	0	150	150	0
Maine Auto Recyclers Association Dues \$150							
4-4210 MedTr/Phye	152	0	150	0	150	150	0
Fit for duty or Pre-placement physical							
4-4220 Drug/AlchTs	25	25	225	186	225	225	0
Random testing; \$67 per test x 3 employees							
4-4260 Lic/Permits	489	502	500	0	500	500	0
Annual Reporting Fee							
Total Prof & Tech	666	527	1,025	186	1,025	1,025	0

Property Srv

5-5010 Equip Repair	0	24,329	5,000	1,135	5,000	5,000	0
Some equipment in fairly bad disrepair; maintenance items oil, filters, etc.							
5-5020 Equip Cntrct	3,839	582	538	360	538	538	0
Annual maintenance of heating system to include filters, belts, nozzles, electrodes (if applicable) \$400; Annual test and inspection of fire ext. \$138							
5-5050 Bldg Repair	646	4,187	5,000	817	15,000	10,000	0
Overhaul of building interior; electrical upgrades; compactor structure repair							
5-5110 Electricity	7,107	7,147	6,400	3,197	6,400	6,400	0
Presently locked in with Constellation New Energy at \$.076 Kwh until 12/13/2020.							
5-5120 Water Usage	302	335	300	173	300	300	0
5-5130 Sewage Expense	0	430	430	0	430	430	0
2000 gallon tank pumped once annually \$430							
5-5140 Internet		719	0	360	720	720	0
Approximately \$60 monthly							
5-5150 Telephone Expense	1,367	649	1,375	326	660	660	0
Approximately \$55 monthly							
5-5160 Cell Phone	577	548	628	252	540	540	0
Approximately \$45 per mo / 12 months = \$540							
5-5100 Sec/Alarms	0	0	1,800	0	0	0	0
5-5190 Tipping Fees - MSW	163,894	178,899	175,200	89,699	186,183	186,183	0
EcoMaine & Pine Tree Waste tipping fees; 2466 tons x \$.75.50 tipping fee = \$186,183							

Budget Worksheet July 1, 2021 - June 30, 2022

Dept: 054 Transfer Station	2019	2020	2021	2021 YTD as of	Department Head	Town Manager	BOS Approval
	Actual	Actual	Budget	12/31/20	Request	Request	
5-5200 Cntct Trash / MSW Hauling	57,354	62,202	63,000	34,191	63,000	63,000	0
Hauling cost for Mixed Solid Waste - North Country Recycling							
5-5210 Tipping Fees - Demo	40,250	56,625	68,875	32,930	68,875	68,875	0
Pine Tree Waste tipping fees; Offset by projected revenue of \$65,000	9,455	13,850	21,560	9,240	18,500	18,500	0
5-5220 Hauling - Demo							
Hauling cost for Demo - North Country Recycling	7,744	16,320	13,536	6,075	13,540	13,540	0
5-5230 Metal Hauling							
Hauling cost for Metal - North Country Recycling; Average 4 hauls a month 4 x \$282. = \$1128. x 12 = \$13,536 - offset by projected revenue of \$20,000	2,000	3,634	4,200	1,285	4,200	4,200	0
5-5240 Tire Disposal							
Using Bob's Tire Co. - offset by projected revenue of \$2,500	176	1182	500	101	350	350	0
5-5260 Univest Disp							
Using North Coast Services, LLC - offset by projected revenue of \$350	24,442	46,518	26,048	28,094	39,000	39,000	0
5-5270 Single Sort Hauling							
Hauling cost for SS - North Country Recycling							
5-5275 Single Sort Tipping Fees					13,500	13,500	
EcoMaine tipping fees							
5-5280 Demo Can Rental Expense	4,800	4,950	4,800	750	1,800	1,800	0
Contracted with North Country Recycling \$150 monthly	1,980	970	2,800	1,530	4,000	4,000	0
5-5290 Freon Pumping							
Based on YTD expenses - offset by projected revenue of \$4,000	325,933	424,076	401,990	210,515	442,536	437,536	0
Total Property Srv							
Other Service							
6-6160 Advertising	23	80	125	0	125	125	0
6-6190 Travel Expense	1,508	230	600	0	600	300	0
ECOMaine Board of Directors meeting attendance; employee trainings (IRS Mileage rate for 2021 \$.56 / mile)	1,531	310	725	0	725	425	0
Total Other Srv							
Prop & Capit							
7-7202 Rolloff can					10,000	10,000	
Total Prop & Capit					10,000	10,000	
	462,926	566,384	541,890	280,127	596,053	590,253	0

Increase of \$54,163

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 073 Cemeteries	2019	2020	2021	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
	Actual	Actual	Budget				
Payroll							
1-1020 Hourly	22,752	21,179	17,222	17,254	26,866	26,866	0
<i>Added \$8,955 for 25% additional employee. To fully staff in Parks, will need to split 25% Cemetery, 25% Transfer Station and 50% Parks - also increased 3%</i>							
1-1040 Overtime	333	1,517	800	745	1,000	750	0
<i>Weekend burials and after hours (offset by projected revenue of _____)</i>							
Total Payroll	23,085	22,696	18,022	17,999	27,866	27,616	0
Employee Benefits							
2-2010 FICA	1,433	1,673	0	1,377	2,168	2,149	0
7.65%							
2-2100 Clothing Allowance					475	475	
<i>(1) employee per public works agreement dated 7/2019</i>							
Total Employee Benefits	1,433	1,673	0	1,377	2,643	2,149	0
Supplies							
3-3050 Small Equipment			0	472	500	500	
<i>New line item for misc. equipment ex. leaf blower</i>							
3-3090 Tools	115	69	120	110	200	200	0
<i>new ground cloths, tarps, hand tools, etc.</i>							
3-3270 Fertilizer	500	0	500	0	500	500	0
3-3999 Oth Supplies	2,771	3,857	2,000	289	2,500	2,500	0
<i>For stone cleaning, outside fence repair, flowers for perpetual care</i>							
Total Supplies	3,386	3,926	2,620	871	3,700	3,700	0
Professional & Technical							
4-4220 Drug/AlchITs		94	0	157	100	100	
4-4280 Contractd Srv	2,722	9,300	6,500	0	2,500	2,500	0
<i>For work unable to be done internally</i>							
4-4300 North Cem.	1,410	1,299	1,400	0	1,400	1,400	0
<i>Upkeep of veterans' lots - spring (Bridgton Trust offsets)</i>							
4-4310 South Cem.	1,267	1,189	1,275	0	1,275	1,275	0
<i>Upkeep of veterans' lots - spring (Bridgton Trust offsets)</i>							
Total Professional & Technical	5,399	11,882	9,175	157	5,275	5,275	0

Budget Worksheet July 1, 2021 - June 30, 2022

Dept: 073 Cemeteries	2019	2020	2021	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
	Actual	Actual	Budget				
Property Services							
5-5060 Grnds Main		237	0		4,000	4,000	
<i>Fence Repair (Bridgton Trust offsets)</i>							
5-5090 Equip Rental	1,054	0	0	0	750	750	0
<i>To rent small equipment not presently owned by the Town</i>							
5-5120 Water Usage	380	1,732	510	0	510	510	0
5-5180 Tree Removal	0	0	1,000	800	1,000	1,000	0
<i>Tree removal for FY 20 was charged to Contracted Services; proactive tree management</i>							
Total Property Services	380	1,969	1,510	800	6,260	6,260	0
Other Service							
6-6160 Advertising	46	0	50	46	50	50	0
6-6190 Mileage	725	320	0	0	0	0	0
<i>Employee will no longer be using personal vehicle for town duties</i>							
Total Other Service	771	320	50	46	50	50	0
Prop & Capit							
7-7010 Land	5,097	0	7,000	0	10,000	10,000	0
<i>(South High Street Cemetery)</i>							
7-7200 Equipment	8,238	0	3,000	0	1,500	1,500	0
<i>To purchase small equipment not presently owned by the Town</i>							
Total Prop & Capit	13,335	0	10,000	0	11,500	11,500	0
	47,789	42,466	41,377	21,250	57,294	56,550	0
					<i>(increase of \$15,917)</i>		15,917

Budget Worksheet July 1, 2021 - June 30, 2022

Dept: 074 Parks Department
Payroll

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
1-1020 Hourly (1) employee at \$19.53 x 2080 hours = \$40,623, (1) employees at \$17.06 x 2080 hours = \$35,485, and (2) employees at \$17.06 x 1040 hours = \$35,485. All rates in accordance with pay scale in public works agreement dated 7/2019	109,232	86,465	125,549	65,735	111,593	111,593	0
1-1040 Overtime	15,080	8,511	9,700	4,314	9,700	9,700	0
1-1060 Longevity (1) employee \$30 x 52 wks = \$1560	1,380	0	900	0	1,560	1,560	0
1-1100 Differential		361	150	106	300	300	0
In accordance with the public works agreement, employees operating a sidewalk machine are eligible for an additional \$1.00 per hour when operating this equipment for a minimum of one (1) hour							
Total Payroll	125,692	95,337	136,299	70,155	123,153	123,153	0
Emp Benefits							
2-2010 FICA	10,049	7,281	10,572	4,751	9,530	9,530	0
7.65%							
2-2100 Clothing Allowance	1,800	1,425	1,900	950	1,425	1,425	0
\$475.00 x 3 employees per public works agreement dated 7/2019							
Total Emp Benefits	11,849	8,706	12,472	5,701	10,955	10,955	0
Supplies							
3-3040 Building Sup For building of new structures, tables, fencing, etc.	479	66	500	494	3,000	3,000	0
3-3050 Small Equip	1,337	7,015	11,000	3,768	3,000	3,000	0
3-3090 Tools		1,126	0	422	1,000	1,000	
3-3310 Heating Fuel Propane for Ice Rink; presently locked in with C.N. Brown at \$1.259 / gallon until 6/30/2020 - increased due to bldg being used as office during the winter.	149	492	500	132	750	750	0
3-3320 Parts Repair Several pumps are not in great shape			0	20	500	500	
3-3999 Oth Supplies Purchased ice rink liner this year; cleaning supplies increase, 10% of yearly cost of Odorite = \$902	4,105	4,396	3,500	5,797	4,250	4,250	0
Total Supplies	6,070	13,095	15,500	10,633	12,500	12,500	0

Budget Worksheet July 1, 2021 - June 30, 2022

Dept: 074 Parks Department Prof & Tech	2019	2020	2021	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
	Actual	Actual	Budget				
4-4215 Hiring/PsyEv					94	100	100
4-4220 Drug/AlchITs							
Did not have a line item for this in Parks - \$100 x 4 employees					0	64	400
4-4240 Lab Analysis	0	1,980	1,800	1,440	1,800	1,800	0
Beach testing; weekly testing of three beaches at \$30.00 per test beginning Memorial Day to Labor Day (approx. 16 weeks), including follow-up testing.							
4-4280 Contractd Srv	31,769	43,944	35,000	18,397	38,000	38,000	0
Contracted services with Perennial Point of View \$25,000; septic pumping at two beaches (cost dependent upon level of uses), dock installation & removal, swim floats, & buoys installation and removal, Moose & Woods Pond launches (2020: \$5500)							
Total Prof & Tech	31,769	45,924	36,800	19,995	40,300	40,300	0
Property Srv							
5-5010 Equip Repair	1,275	493	3,370	2,045	3,370	3,370	0
no increase							
5-5020 Equip Cntrct	0	138	138	0	138	138	0
Annual Test and Inspection of Fire Ext at Ice Rink							
5-5030 Sign Repair	593	25	50	208	250	250	0
5-5050 Bldg Repair	1,120	948	1,000	0	1,000	1,000	0
minor repairs to buildings (other than Town Hall)							
5-5060 Grnds Main	8,461	5,665	9,000	245	9,000	9,000	0
downtown planting & annual replacement items; picnic table repairs; etc.							
5-5090 Equip Rental	215	372	500	0	500	500	0
Final Bucket Lift rental for monument cleaning							
5-5110 Electricity	3,321	2,154	3,000	1,073	3,000	3,000	0
presently locked in with Constellation New Energy until 11/30/2020 at \$.07600 per kWh							
5-5120 Water Usage	302	347	1,200	0	1,200	1,200	0
ballfield, ice rink and Highland Lake Beach							
Total Property Srv	15,287	10,142	18,258	3,571	18,458	18,458	0

Budget Worksheet July 1, 2021 - June 30, 2022

Dept: 074 Parks Department Othr Service	2019	2020	2021	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
	Actual	Actual	Budget				
6-6160 Advertising	80	39	200	104	200	200	0
6-6190 Mileage -				221	0	0	
Total Othr Service Prop & Captl	80	39	200	325	200	200	0
7-7200 Equipment		5,234		0			
Total Prop & Captl		5,234	0	0	0	0	0
	190,747	178,477	219,529	110,380	205,566	205,566	0
					decrease of \$13,963		13,963

Budget Worksheet July 1, 2021 - June 30, 2022

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
Dept: 076 PONDICHERY PARK							
Supplies							
3-3090 Tools	0	0	50	0	50	50	0
<i>Hand tools</i>							
3-3000 Oth Supplies	30	0	100	170	100	100	0
<i>Surveillance camera batteries, cleaning supplies and miscellaneous hardware</i>							
Total Supplies	0	0	150	170	150	150	0
Prof & Tech							
4-4250 Engineer Srv	0	0	500	0	500	0	0
Total Prof & Tech	0	0	500	0	500	0	0
Property Srv							
5-5030 Sign Repair	113	78	500	0	500	500	0
<i>Signs & Maintenance Expense</i>							
5-5060 Grnds Main	565	0	10,000	0	5,000	5,000	0
<i>Trail Maintenance, Tree Removal, and Bridge work</i>							
5-5090 Equip Rental	0	0	500	0	500	500	0
<i>Specialized equipment</i>							
Total Property Srv	678	78	11,000	0	6,000	6,000	0
Othr Service							
6-6160 Advertising <i>Brochures</i>	488	0	400	533	400	400	0
Total Othr Service	488	0	400	533	400	400	0
Total	1,166	78	12,050	703	7,050	6,550	0

(Decrease of \$5,000)

Budget Worksheet July 1, 2021 - June 30, 2022

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
Dept: 294 Capital Expenditures							
Othr Service							
6-6250 Cap Prom/Mkt	1,524	9,249	0	20,544	0	0	0
Prop & Captl							
7-7101 Generators	38,358	5,142	0	0	0	0	0
7-7103 Town Garage Boiler					35,000	35,000	
<i>Municipal Building Reserve</i>							
7-7201 Municipal Building Security	10,557	358	0	0	0	0	0
7-7202 Transfer Station Rolloff Can	12,200	0	0	0	0	0	0
7-7501 PW-Paving	485,949	394,668	500,000	70,282	750,000	500,000	0
<i>Public Services Director will be providing list during Budget Review</i>							
7-7502 Lower Main Street Project	1,598	17,543	0	0	0	0	0
7-7503 GIS Conversion	0	7,800	17,500	0	0	0	0
7-7505 Moose Pond Dam Repairs					85,000	85,000	0
<i>Joint project with the Town of Denmark improving and repairing the Moose Pond Dam. Originally built in 1792 and reconstructed in 1941. It underwent another major rehab in 2004. There is no evidence of an interlocal agreement or other formal agreement for cost sharing, though a review of the record shows some level of participation in the past. It appears that Sweden has not participated. Please refer to the Structural Condition Assessment with projected costs. Capital Projects Reserve</i>							
7-7506 Main Hill Parking Lot			115,000	2,642	0	0	0
	550,186	434,760	632,500	93,468	870,000	620,000	0

Budget Worksheet July 1, 2021 - June 30, 2022

Dept: 014 Community Development

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
Payroll							
1-1010 Salaries	8,400	62,179	70,040	35,623	86,000	72,142	0
<i>Current Salary \$70,040; Department Head Requests includes a 3% COLA (if approved by the Town Manager) & a one-time adjustment based on expanded scope of work subject matter and hours, additional duties outside of job description in support of other departments/initiatives, increased expectations based on personal skill set brought to the table, and accomplishments proving broad competency and ability to achieve goals of this office and other departments. This request is supported by the results of the MMA Salary Survey.</i>							
1-1020 Hourly	15,052	14,013	21,424	17,600	42,848	44,134	0
<i>Admin Assistant - 40 hours per week at \$20.60 - Includes 3% COLA - FULL TIME; New position has been invaluable to this office, with current admin displaying commitment, competency, and ingenuity. This is a request to expand position to permanent full-time. (CDBG Admin offset \$35,014)</i>							
1-1030 Part Time	25,314	0	6,970	3,356	6,490	6,490	0
<i>2021 - Margaret Chase Smith Policy Center: Maine Government Summer Internship (12 weeks) Program- Estimated cost based on current year includes a \$250 Administrative Cost. Intern will support community development initiatives (eg updating Comprehensive Plan statistics), and digitizing code, planning, appeals, and historical records.</i>							
1-1040 Overtime			0	1,365	1,400	1,400	
<i>Evening board and committee meetings on critical programs, workshops or other aspects of key work items.</i>							
Total Payroll	23,452	76,192	98,434	57,944	136,738	124,166	0
Employee Benefits							
2-2010 FICA	3,375	4,305	7,530	4,359	10,460	9,499	0
7.65%							
Total Employee Benefits	3,375	4,305	7,530	4,359	10,460	9,499	0
Supplies							
3-3010 Office Supplies	159	1,059	500	1,097	1,500	1,500	0
<i>Toner for CDD and Admin</i>							
3-3050 Small Equipment	76	4,381	0	0	200	200	0
3-3080 Postage	37	90	300	87	800	500	0
<i>Includes educational, events, informational and other mailings</i>							
3-3999 Other Supplies	771	160	200	0	200	200	0
<i>Miscellaneous supplies</i>							
Total Supplies	1,043	5,690	1,000	1,184	2,700	2,400	0

Budget Worksheet July 1, 2021 - June 30, 2022

Dept: 014 Community Development Prof & Tech	2019	2020	2021	2021 YTD as of	Department Head	Town Manager	BOS Approval
	Actual	Actual	Budget	12/31/2020	Request	Request	
4-4030 Memberships	1,145	508	800	427	1,435	1,435	0
<i>Maine Townsman \$10</i>							
<i>Economic Development Council of Maine (professional development and networking) \$100</i>							
<i>Maine Development Foundation (municipal membership) \$200</i>							
<i>American Planning Association/American Institute of Certified Planners (professional development and certification) \$525</i>							
<i>Maine Philanthropy Center (membership provides access to grants) \$250</i>							
<i>Maine Community Development Association (municipal membership) \$100</i>							
<i>Other memberships to be determined \$250</i>							
4-4060 Training	714	305	1,400	176	1,100	1,100	0
<i>Maine Municipal Association meeting (2 Staff Members) \$200</i>							
<i>Economic Development Council of Maine workshops \$100</i>							
<i>Administrative Assistant training \$250</i>							
<i>Maine Community Development Association Annual Meeting (2 Staff Members) \$250</i>							
<i>American Planning Association (Northern New England Chapter Conference) \$200</i>							
<i>Economic Development Council of Maine Meeting \$100</i>	0	1,481	1,000	92	1,000	1,000	0
4-4070 Meetings/Sem							
<i>Meetings/seminars related to infrastructure projects; economics and marketing; and new program development</i>	25,297	14,067	15,000	14,717	15,000	15,000	0
4-4090 Legal Services							
<i>Ordinance review and development; Planning Board, Ordinance Review Committee, and CEO legal interpretation; easements and other project related activities</i>	450	0	1,000	0	500	500	0
4-4250 Engineer Services							
<i>Used for developing specifications</i>	15,000	0	0	0	2,500	0	0
4-4280 Contracted Services							
<i>Project Based Grant Writer</i>	27,606	16,361	19,200	15,412	21,535	19,035	0
Total Prof & Tech							
Property Srv							
5-5150 Telephone	75	0	0	0	0	0	0
5-5160 Cell Phone	907	689	636	252	480	480	0
<i>\$39.99/mo (Verizon contract)</i>							
Total Property Srv	982	689	636	252	480	480	0
Other Service							
6-6160 Advertising	1,670	2,032	500	364	600	600	0
<i>Newspaper advertisements; legal and meeting notices</i>							

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 014 Community Development	2019	2020	2021	2021 YTD as of	Department Head	Town Manager	BOS Approval
	Actual	Actual	Budget	12/31/2020	Request	Request	
6-6170 Promo Mktg	19,944	9,441	20,000	11,562	23,000	20,000	0
New Bridgton marketing brochures (estimate) \$2000							
Ad/marketing development (photo assist) \$3000							
Downtown Map and Printing \$2000							
Magazine advertising: Portland Monthly Magazine \$3000; Visit Maine \$5500; "Maine" Magazines \$2500 (estimate)							
Events: Could include music, boat race, walking tour, restaurant week, commemorations (including post-covid events) \$5000							
6-6180 Printing	80	0	200	725	1,200	1,000	0
Legal or report printing: election or other educational materials							
6-6190 Mileage	421	672	3,000	20	1,000	1,000	0
Travel reimbursement for meetings, trainings, seminars, events based on the 2021 IRS mileage rate of \$.56 /mile							
Total Other Service	22,035	12,145	23,700	12,671	25,800	22,600	0
	78,493	115,382	150,500	91,822	197,713	178,180	0

2021 Budget including Administrative offset and carryovers 193,519

CDBG Administrative budget offset (estimate based on current year set aside):	-35,014	-35,014
Net 2022 Requested Budget before carryovers	162,699	143,166

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 013 CODE ENFORCEMENT

Payroll Expense

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
1-1020 Hourly	74,532	77,715	77,126	51,515	103,718	103,718	0
<i>Code Enforcement Officer hourly rate is presently \$27.81/hr. and the Administrative Assistant's hourly rate is presently at \$20.60/hr. The Department Head Request reflects a 3% COLA if approved by the Town Manager. Increase due to Administrative Assistant position changed from 20 hours to 40 hours.</i>							
1-1040 Overtime	2,906	3,258	6,234	1,798	3,921	3,921	0
<i>Both the Code Enforcement Officer and Administrative Assistant average 81 hours each per year as a result of attending Planning Board and Appeals Board meetings after hours. Planning Board meetings twice a month. Appeals board as needed otherwise once a year.</i>							
1-1060 Longevity	1,820	700	0	0	1,950	1,950	0
<i>\$37.50 x 52 weeks for Code Enforcement Officer</i>							
Total Payroll Expense	79,258	81,673	83,360	53,313	109,589	109,589	0

Employee Benefits

2-2010 FICA	5,955	6,185	6,377	4,044	8,384	8,384	0
7.65%							
Total Employee Benefits	5,955	6,185	6,377	4,044	8,384	8,384	0

Supplies

3-3010 Office Supplies	1,000	1,421	1,000	693	1,000	1,000	0
<i>Toner for printers, general office supplies</i>							
3-3080 Postage	128	285	200	284	350	350	0
<i>Miscellaneous notices via certified mail and regular mail for violation notifications.</i>							
3-3999 Other Supplies	322	273	300	112	300	300	0

Total Supplies

	1,450	1,979	1,500	1,089	1,650	1,650	0
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Professional & Technical

4-4030 Memberships	150	142	250	303	608	608	0
<i>\$135 International Code Council/ \$400.00 international code e-books/\$65 Maine Building Assoc./\$8 Maine Townsman for CEO</i>							
4-4060 Training/Schools	1,013	614	700	0	400	400	0
<i>MMA training for CEO and Administrative Assistant</i>							
4-4070 Meetings/Seminars	98	0	160	0	160	160	0
<i>Maine Building Officials and Inspectors Association Meetings - 8 meetings @ \$20 / meeting for CEO and Admin. Asst</i>							
4-4090 Legal Services	24,216	37,254	20,000	16,168	20,000	20,000	0
<i>Code Enforcement Issues ie; junkyard, dangerous buildings, & signs. Planning Board and Appeals Board legal guidance for applications</i>							

Total Professional & Technical

	25,477	38,010	21,110	16,471	21,168	21,168	0
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Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 013 CODE ENFORCEMENT	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
Property Service							
5-5160 Cell Phone	0	360	360	420	360	360	0
Stipend of \$30 per month for Code Enforcement Officer	0	360	360	420	360	360	0
Total Property Service	0	360	360	420	360	360	0
Other Service							
6-6160 Advertising	69	109	100	0	0	0	0
6-6190 Mileage	2,501	654	500	0	200	200	0
<i>Code Enforcement and Administrative Assistant travel for meetings and trainings at the 2021 IRS mileage rate of \$.56.</i>							
Total Other Service	2,570	763	600	0	200	200	0
	112,140	128,207	112,707	75,337	141,351	141,151	0

Budget Worksheet

July 1, 2021 - June 30, 2022

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
Dept: 022 Board of Selectmen, Planning & Appeals Boards							
Payroll Expense							
1-1090 Stipends			12,450	5,100	12,450	12,450	0
<i>Board of Selectmen Chair \$1,750; (4) Selectmen \$1,300 ea. = \$ 5,200; Planning Board Chair \$1,000; (6) Planning Board members \$750 ea. = \$4,500 per year</i>							
Total Payroll Expense	0	0	12,450	5,100	12,450	12,450	0
Employee Benefits							
2-2010 FICA			952	390	952	952	0
7.65%							
Total Employee Benefits	0	0	952	390	952	952	0
Supplies							
3-3050 Small Equipment			8,000	1,490	0	0	0
<i>Planning Board and Board of Selectmen were issued Ipad Pro devices in 2019 and it is recommended for replacement in 4 years (2023).</i>							
Total Supplies	0	0	8,000	1,490	0	0	0
Professional & Technical							
4-4030 Memberships			96	64	96	96	0
<i>Maine Townsmen subscription for Board of Selectmen, Planning Board, and Appeals Board Chair</i>							
4-4060 Training			1,400	1,717	4,000	3,600	0
<i>Yearly training for Board of Selectmen, Planning Board and Appeals Board members to include additional training for variance/waivers (shared costs with 011-4-4060)</i>							
4-4270 Communications & Tech			300	636	653	406	0
<i>GoToMeeting annual fee \$256.00/Zoom meeting annual fee \$150.00.</i>							
Total Professional & Technical	0	0	1,796	2,417	4,749	4,102	0
Other Service							
6-6160 Advertising			100	0	100	100	0
<i>Advertising notices of public hearings and workshops</i>							
6-6190 Mileage			500	0	500	250	0
<i>Reimbursement for travel to off-site training(s) at the 2021 IRS mileage rate of \$.56 / mile</i>							
Total Other Service	0	0	600	0	600	350	0
	0	0	23,798	9,397	18,751	17,854	0

Budget Worksheet

July 1, 2021- June 30, 2022

Dept: 017 TOWN CLERK

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
Payroll Expense							
1-1010 Salary	45,926	45,953	48,357	25,087	49,808	49,808	0
<i>Town Clerk's salary; includes a 3% COLA if approved by the Town Manager</i>							
1-1020 Hourly	72,932	73,782	77,298	40,958	79,622	79,622	0
<i>Two full-time deputy clerks present hourly rate \$18.58; includes a 3% COLA if approved by the Town Manager</i>							
1-1030 Part Time	22,936	19,846	21,378	15,733	23,510	23,510	0
<i>(1) part-time employee; 52 weeks x 24 hours per week at \$14.63 per hour (3% COLA increase) = \$18,258. Additional 80 hours to cover tax collection, sick leave, vacation = \$1,170. 4 elections x 14 hours each election x 6 election clerks at \$12.15 per hour (minimum wage as of 1/1/21) = \$4,082. Election officials include Wardens, Moderators, Voter Check-in, and Ballot Box Attendant. All election positions are mandated by State Law.</i>							
1-1030 Overtime	0	20	2,230	893	2,296	2,296	0
<i>Overtime hours as needed for absentee voting, election day, board meetings, cash up issues. Anticipate approximately 80 hours of overtime for Deputy Clerks.</i>							
1-1060 Longevity	5,060	3,510	3,510	1,822	3,510	3,510	0
<i>Town Clerk; \$67.50 / weekly for 52 weeks</i>							
Total Payroll Expense	146,854	143,111	152,773	84,493	158,746	158,746	0
Employee Benefits							
2-2010 FICA	10,490	10,054	11,687	6,040	12,144	12,144	0
<i>7.65%</i>							
Total Employee Benefits	10,490	10,054	11,687	6,040	12,144	12,144	0
Supplies							
3-3010 Office Supplies	395	797	300	1,277	1,500	1,500	0
<i>Request increase - additional supplies due to COVID guidelines. Election supplies (voter registration cards, pens, ribbon, tape for machine).</i>							
3-3030 Office Furniture			3,500	3,530	3,500	3,500	0
<i>Request level funding to purchase additional ballot booths due to COVID guidelines, we are only able to use 1 of the 4 part booths. The old booths were used during in 2020 (July, August, November) but they are damaged and not reliable.</i>							
Total Supplies	395	797	3,800	4,807	5,000	5,000	0
Prof & Tech							
4-4030 Memberships	790	732	965	46	1,000	1,000	0
<i>Various associations & periodicals; Maine Townsmen, Maine Assoc. of Assessing Officers, \$690 Marshall & Swift (commercial pricing updates - expect small increase \$35), Clerk, Tax Collector, Treasurer, MMA Directory.</i>							

Budget Worksheet

July 1, 2021- June 30, 2022

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
Dept: 017 TOWN CLERK							
4-4060 Training/Sch	60	0	600	0	300	300	0
<i>reduced - expect decrease in off site training due to COVID</i>							
4-4070 Meetings/Sem	284	152	225	485	400	400	0
<i>increased to adjust to \$100 per election and increase to 4 elections (coffee, refreshments)</i>							
Total Prof & Tech	1,134	884	1,790	531	1,700	1,700	0
Property Srv							
5-5020 Equip Cntrct	745	0	2,400	1,228	3,000	3,000	0
<i>\$1,000 (approx) to lease 3 ballot counting machines (expect slight increase)</i>							
5-5090 Equip Rental	0	267	5,550	1,082	7,000	7,000	0
<i>Accessible Voting Machine \$600 for coding (4 x \$150 each); \$6,400 for ballot counting machine coding (\$400 each machine x 4 machines x 4 elections) - slight increase due to expectation of 4 elections instead of 3</i>							
Total Property Srv	745	267	7,950	2,310	10,000	10,000	0
Othr Service							
6-6160 Advertising	958	1,196	1,060	207	1,060	1,060	0
<i>Request level funding. Cost of public notices (homestead, veterans, and blind exemptions, special amusement permits, new liquor licenses, dog license reminders, junkyard notices, and general assistance notices).</i>							
6-6180 Printing	8,718	13,345	7,150	3,515	8,150	8,150	0
<i>Expect slight increase, \$2,600 tax bills and \$1,550 postage; \$4,000 ballot printing (4 elections at \$1,000 each)</i>							
6-6190 Mileage	48	81	464	0	200	200	0
<i>decrease, expect most trainings to be conducted on line due to COVID, IRS mileage reimbursement rate for 2021 is \$.56 per mile for in person training</i>							
Total Othr Service	9,724	14,622	8,674	3,722	9,410	9,410	0
Fixed Expense							
8-8080 Tax Lien Fee	9,603	7,653	11,750	8,525	11,750	11,750	0
<i>Request level funding. Filing and discharging tax liens. Fee is imposed to taxpayer through RE collections program in TRIO.</i>							
8-8090 Registry Fee	2,913	3,912	5,125	3,249	5,125	5,125	0
<i>Request level funding. Registry Research Fees; \$4,125 for the abstractor hired to conduct property ownership search during tax lien and foreclosure time \$55 per hour x 75 hours; \$1,000 for the cost for copies of deeds used to update property ownership.</i>							
Total Fixed Expenses	12,516	11,565	16,875	11,774	16,875	16,875	0
181,858	181,300	203,549	113,678	213,875	213,875	213,875	0

Budget Worksheet July 1, 2021 - June 30, 2022

Dept: 016 General Assistance	2019	2020	2021	2021 YTD as of	Department Head	Town Manager's	BOS Approval
	Actual	Actual	Budget	12/31/2020	Request	Request	
Payroll Expense							
1-1090 Stipends	4,501	4,501	4,500	2,337	4,500	4,500	0
<i>Presently the GA Administrator is receiving a stipend of \$4,000 per year and the Asst Administrator \$500 per year</i>							
Total Payroll Expense	4,501	4,501	4,500	2,337	4,500	4,500	0
Employee Benefits							
2-2010 FICA	339	335	344	174	344	344	0
7.65%							
Total Employee Benefits	339	335	344	174	344	344	0
Prof & Tech							
4-4060 Training/School Expense	175	0	150	0	150	150	0
<i>Request level funding. Training for administration. Cost for class registration.</i>							
4-4150 GA-Housing	2,700	12,553	7,000	6,552	10,000	10,000	0
<i>Increase in housing requested as need is evidenced by applications received since the onset of COVID. This line item provides assistance with rent or mortgage payments that are reasonable and/or within the allowed maximum levels. The general assistance program is a service administered by the municipality for the immediate aid of persons who are unable to provide basic necessities essential to maintain themselves or their families. A general assistance program provides a specific amount and type of aid for defined needs during a limited period of time and is not intended to be a continuing "grant in aid" or "categorical" welfare program. The definition shall not in any way lessen the responsibility of each municipality to provide general assistance to a person each time that person is in need and is found to be otherwise eligible to receive general assistance. The Department of Health and Human Service's will reimburse eligible claims at a rate of 70%.</i>							
4-4160 GA-Food Assistance	423	389	500	350	1,000	1,000	0
<i>Increase in food requested (one applicant received \$350 - paid 12/22), expect need to increase. This line item provides food assistance to eligible persons up to the allowed maximum levels. The general assistance program is a service administered by the municipality for the immediate aid of persons who are unable to provide basic necessities essential to maintain themselves or their families. A general assistance program provides a specific amount and type of aid for defined needs during a limited period of time and is not intended to be a continuing "grant in aid" or "categorical" welfare program. The definition shall not in any way lessen the responsibility of each municipality to provide general assistance to a person each time that person is in need and is found to be otherwise eligible to receive general assistance. The Department of Health and Human Service's will reimburse eligible claims at a rate of 70%.</i>							
4-4170 GA-Utilities Assistance	60	60	2,000	146	2,000	2,000	0
<i>Request level funding. This line item provides assistance with lights, cooking and hot water payments that are reasonable and/or within the allowed maximum levels. The general assistance program is a service administered by the municipality for the immediate aid of persons who are unable to provide basic necessities essential to maintain themselves or their families. A general assistance program provides a specific amount and type of aid for defined needs during a limited period of time and is not intended to be a continuing "grant in aid" or "categorical" welfare program. The definition shall not in any way lessen the responsibility of each municipality to provide general assistance to a person each time that person is in need and is found to be otherwise eligible to receive general assistance. The Department of Health and Human Service's will reimburse eligible claims at a rate of 70%.</i>							

Budget Worksheet

July 1, 2021 - June 30, 2022

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/2020	Department Head Request	Town Manager's Request	BOS Approval
4-4180 GA-Fuel Assistance	126	0	3,000	74	3,000	3,000	0
<i>Request level funding. This line item provides assistance with home heating expenses that are reasonable and/or within the allowed maximum levels. The general assistance program is a service administered by the municipality for the immediate aid of persons who are unable to provide basic necessities essential to maintain themselves or their families. A general assistance program provides a specific amount and type of aid for defined needs during a limited period of time and is not intended to be a continuing "grant in aid" or "categorical" welfare program. The definition shall not in any way lessen the responsibility of each municipality to provide general assistance to a person each time that person is in need and is found to be otherwise eligible to receive general assistance. The Department of Health and Human Service's will reimburse eligible claims at a rate of 70%.</i>							
4-4190 GA-Medical Assistance	0	0	250	128	250	250	0
<i>Request level funding. This line item provides assistance for essential medical expenses that are reasonable and/or within the allowed maximum levels. The general assistance program is a service administered by the municipality for the immediate aid of persons who are unable to provide basic necessities essential to maintain themselves or their families. A general assistance program provides a specific amount and type of aid for defined needs during a limited period of time and is not intended to be a continuing "grant in aid" or "categorical" welfare program. The definition shall not in any way lessen the responsibility of each municipality to provide general assistance to a person each time that person is in need and is found to be otherwise eligible to receive general assistance. The Department of Health and Human Service's will reimburse eligible claims at a rate of 70%.</i>							
4-4200 GA-Burial Assistance	0	0	1,000	0	1,000	1,000	0
<i>Request level funding. This line item provides assistance for the direct burial or cremation expenses for anyone who dies leaving no money or assets to pay for the burial expenses and who has no liable relatives who are financially able to pay the burial or cremation costs. Relatives who are liable for costs are parents, grandparents, siblings, children and grandchildren. The general assistance program is a service administered by the municipality for the immediate aid of persons who are unable to provide basic necessities essential to maintain themselves or their families. A general assistance program provides a specific amount and type of aid for defined needs during a limited period of time and is not intended to be a continuing "grant in aid" or "categorical" welfare program. The definition shall not in any way lessen the responsibility of each municipality to provide general assistance to a person each time that person is in need and is found to be otherwise eligible to receive general assistance. The Department of Health and Human Service's will reimburse eligible claims at a rate of 70%.</i>							
Total Prof & Tech Expenses	126	13,002	13,900	7,250	17,400	17,400	0
Other Service							
6-6190 Mileage			100	0	100	100	0
<i>Level funding IRS mileage reimbursement rate for 2021 to be \$.56 per mile</i>							
Total Other Service	4,966	17,838	18,844	9,761	22,344	22,344	0

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 031 Police Department

Payroll

1-1010 Salaries

Police Chief Salary - Includes a 3% COLA if approved by the Town Manager.

1-1020 Hourly

This line item covers the base salary of our full-time police officers and Public Safety Clerk. Hourly rates for police officers are based on contractual obligations. Some officers pay rate change part way through the year. The PSC works 30 hours per week for the police department and 10 hours for the Fire Department. Patrol 7 is a new position to start July 1, 2021. This position is desperately needed, it would allow for two officers to be scheduled on days (our busiest shift) creating the opportunity for a full time criminal investigator.

	2019 Actual	2020 Actual	2021 Budget	FY2021 YTD as 12/31/20	Department Head Request	Town Manager Request	BOS Approval
71,892		71,604	75,354	36,991	72,100	72,100	0
407,370		396,585	471,353	205,717	541,652	539,406	0
Officer							
Sergeant Reese		27.92	52	58,074	2,792		
Sergeant Muise		27.92	52	58,074	2,792		
Ofc. Smolinsky		25.61	52	53,269	2,561		
Ofc. Hammond		25.61	52	53,269	2,561		
Ofc. Regis		24.28	13	12,626	2,428		
Ofc. Regis		25.61	39	39,952	2,561		
Ofc. McCloud		24.28	52	50,502	971		
Ofc. George		24.28	13	12,626	486		
Ofc. George		25.61	39	39,952	2,049		
Ofc. Johnson		24.28	52	50,502	2,428		
Patrol 7		25.61	52	53,269	2,561		
PSC		22.66	39	35,350			
		21.22	Total	517,462	24,190	33,103	
Grand Total				541,652		539,406	

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 031 Police Department

1-1030 Part Time

Margaret Chase Smith Policy Center: Maine Government Summer Internship Program-Estimated cost of \$6,490 includes \$250 Administrative Cost and hourly rate of \$13.00 for 12 weeks. Intern will work under the direction of the Chief providing administrative support. This will allow our PSC time to take over the accreditation management, grant opportunities for police, fire and EMA as well as work with our EMA Director on projects. This line is also for the Reserve Officers who are fully qualified and can provide shift coverage and prisoner transport, two Reserve Officers who only work special events for traffic duty, a full-time Park Ranger for 10 weeks during the summer, and a Maine Warden's Service Boating Deputy contract shared between Harrison/Naples/Bridgton (this will provide a trained LEO on the water to help deter reckless behavior and enforce laws related to safe boating, criminal trespass, disorderly conduct and other issues that negatively effect quality of life on the water/water front).

	2019 Actual	2020 Actual	2021 Budget	FY2021 YTD as 12/31/20	Department Head Request	Town Manager Request	BOS Approval
	10,378	8,030	17,505	6,521	25,025	25,025	0
Reserve Offs.			4 hrs/wk	\$23.34/hr	4,855		
Park Ranger		40 hours/week	10 weeks	\$14.20/hr	5,680		
Intern		40/week	12	\$13.00/hr	6,240		
Admin Cost					250		
Long Lake Boating Deputy			Bridgton Harrison Naples / 20 40 hours/week weeks	\$17.00/hr	8,000		
			Total		25,025		
1-1040 Overtime	22,429	7,687	27,000	10,767	27,000	27,000	0

This line item covers the cost of officers being held over to answer calls for service, execute search warrants, prisoner transports and training. Training is the cornerstone of police work as laws and best practices are constantly changing. I plan on (2) officers attending week-long specialized training again this year as part of our commitment to the "One Mind Campaign" to train all officers in dealing with mental health issues and de-escalation techniques. Objective will be training officers to conduct thorough criminal investigations and preparing younger officers to step into specialty roles such as firearms instruction and evidence room management.

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 031 Police Department

1-1060 Longevity

Pursuant to the current police contract, employees are entitled to longevity payments based on their years of service.

2019	2020	2021	FY2021 YTD	Department Head	Town Manager	
Actual	Actual	Budget	as 12/31/20	Request	Request	BOS Approval
10,737	10,058	13,630	6,142	11,830	11,830	0
are entitled to longevity payments based on their years of service.						
Chief Jones	Hire Date	Five Year	Ten Year	Weeks	Annual Rate	
Sgt. Reese	12/26/2006	Anniversary 12/26/2011	Anniversary 12/26/2016	52	2,470	
Sgt. Muise	12/19/2007	12/19/2012	12/19/2017	52	2,470	
Ofc. Smolinsky	9/19/2007	9/19/2012	9/19/2017	52	2,470	
Ofc. Hammond	2/1/2010	2/1/2015	2/1/2020	52	2,470	
Ofc. Regis	3/26/2015	3/26/2020	3/26/2025	52	1,950	
Ofc. McCloud	7/29/2019	7/29/2024	7/29/2029			
Ofc. George	12/30/2019	12/30/2024	12/30/2029			
Ofc. Johnson	8/31/2020	8/31/2025	8/31/2030			
Ptd. New	10/20/2020	10/20/2025	10/20/2030			
	7/1/2021	7/1/2026	7/1/2031			
Total					11,830	

1-1100 Differential

The Union Contract provides for a shift differential of \$6 per week for evening and \$10 per week for overnights.

Officers	Amount	Weeks	Total
4	6.00	52	1,248
2	10.00	52	1,040
1	4.50	52	234
Total			2,522

1-1110 Compensatory Time

Police employees are contractually allowed to accrue compensatory time in lieu of overtime pay. Officers earn compensatory time for holiday as they do not get holidays off. The trend is for officers to utilize about 50 hours per year.

1-1120 Open Shift

This line item covers the cost of filling in for officers who are off due to vacation, compensatory time, sick and training. No increase this year.

1-1130 Community Policing

Special events, like Four on the Fourth, the July 3rd Fireworks, parades, road races, Bridgton Safety Day, and National Night Out are all opportunities to engage the public and improve community relations. This line covers the cost of overtime and materials for these important events.

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 031 Police Department

1-1140 Court Salary

This line item covers the cost of officers who are attending court proceedings both here and in Portland, as well as Felony Intake (where an officer meets with the prosecuting attorney to review the case before trial).

Total Payroll

Employee Benefits

2-2010 FICA

This covers the cost of the Federal Insurance Contributions Act Or FICA. Costs are based on all wages paid to employees.

2-2060 Fitness

The contract provides for \$500 per year reimbursement for fitness related expenses like gym membership and fitness gear.

2-2100 Clothing Allowance

This covers the cost of replacement uniforms for all officers and provides both uniforms and start up equipment for new officers. In this budget year we will likely be adding another new officer requiring full uniforms, leather gear, radio, firearms, etc.

2-2110 Equipment Allowance

This covers the cost of the contractual obligation of \$800 reimbursement per officer for the purchase of approved equipment. Nine (9) officers x \$800.

Total Employee Benefits

Supplies

3-3010 Office Supplies

This covers the cost of our office supplies and ancillary computer equipment, thumb drives, DVD's, and presentation material.

3-3020 Drinking Water

Avg. (5) 5 gal jugs per month @ \$55.90 / mo.

3-3030 Office Furn

3-3050 Small Equip

This line item covers the costs of various equipment such as firearms, tasers, imaging, and emergency equipment, etc.

	2019 Actual	2020 Actual	2021 Budget as 12/31/20	FY2021 YTD Request	Department Head Request	Town Manager Request	BOS Approval
3-3080 Postage							
Covers the cost of postage including certified mail.							
3-3120 Ammunition							
Covers the cost of ammunition for training and qualification for all nine officers including ammunition required for academy recruit.							
1-1140 Court Salary	3,539	2,553	7,350	336	7,350	7,350	0
Total Payroll	597,437	567,754	682,762	298,240	755,527	753,281	0
Employee Benefits							
2-2010 FICA	44,058	39,553	52,231	19,906	57,798	57,626	0
This covers the cost of the Federal Insurance Contributions Act Or FICA. Costs are based on all wages paid to employees.							
2-2060 Fitness	494	456	4,500	304	4,500	2,500	0
The contract provides for \$500 per year reimbursement for fitness related expenses like gym membership and fitness gear.							
2-2100 Clothing Allowance	15,739	13,622	9,000	6,826	9,000	9,000	0
This covers the cost of replacement uniforms for all officers and provides both uniforms and start up equipment for new officers. In this budget year we will likely be adding another new officer requiring full uniforms, leather gear, radio, firearms, etc.							
2-2110 Equipment Allowance	5,600	5,529	7,200	1,968	7,200	7,200	0
This covers the cost of the contractual obligation of \$800 reimbursement per officer for the purchase of approved equipment. Nine (9) officers x \$800.							
Total Employee Benefits	65,891	59,160	72,931	29,004	78,498	76,326	0
Supplies							
3-3010 Office Supplies	6,820	3,258	4,500	882	4,500	4,500	0
This covers the cost of our office supplies and ancillary computer equipment, thumb drives, DVD's, and presentation material.							
3-3020 Drinking Water	623	725	670	245	670	670	0
Avg. (5) 5 gal jugs per month @ \$55.90 / mo.							
3-3030 Office Furn		946		174	0		
3-3050 Small Equip	21,983	23,535	12,260	4,637	12,785	12,785	0
This line item covers the costs of various equipment such as firearms, tasers, imaging, and emergency equipment, etc.							
Crime Scene Camera - \$2,000							
Two additional Tasers/Supplies - \$4,960							
Dash Mounted Radar - \$2,500							
Hardened Laptop for cruiser - \$2,415							
Watchguard Body Worn Camera - \$910							
	691	385	600	167	600	600	0
3-3080 Postage							
Covers the cost of postage including certified mail.							
3-3120 Ammunition	4,939	6,819	5,500	0	5,500	5,500	0
Covers the cost of ammunition for training and qualification for all nine officers including ammunition required for academy recruit.							

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 031 Police Department									
	2019	2020	2021	FY2021 YTD	Department Head	Town Manager			
	Actual	Actual	Budget	as 12/31/20	Request	Request	Request	BOS Approval	
3-3140 Radio / Pager	2,712	2,123	3,000	3,953	8,000	8,000	0		
Radio Repair - Maintain radios and radio networks . We now have seven mobile radios, 12 portable radios, three satellite receivers, a main repeater on Shawnee and a back-up repeater at Ring Farm, all requiring regular maintenance. This year we also plan to conduct a service area survey (\$5,000) which will help in planning for repeater replacement in 3-5 years.									
3-3999 Other Supplies	1,366	1,850	1,000	591	1,000	1,000	0		
Total Supplies	39,134	39,641	27,530	10,649	33,055	33,055	0		
Prof & Tech									
4-4030 Memberships	2,277	2,320	2,800	1,130	2,800	2,800	0		
Memberships to professional organizations are important to maintain the quality of services to the community by keeping officers informed of best practices. We are required to purchase the updated Maine Criminal Statutes and Maine Motor Vehicle Statutes books annually. Sergeants Reese & Muisse now have associate membership to Maine Chiefs and IACP as part of succession planning.									
4-4060 Training/Sch	12,271	-5,359	16,000	4,181	16,000	14,000	0		
Each officer is required to complete 40 hours of in-service training annually plus 40 hours of elective training every two years to maintain their certification as police officers. The Public Safety Strategies Group identified a number of areas the department needs to improve including accountability and management. Officers need to be prepared to handle a variety of issues; often by themselves and training has been identified as a key issue.									
4-4070 Meetings/Sem	3,287	4,024	3,500	585	3,500	3,500	0		
This covers the cost for various conferences and seminars including the Chief attending the annual IACP conference and attending Board meetings as a member of the IACP Board of Directors.									
4-4090 Legal Services	839	0	1,000	0	1,000	750	0		
Covers the cost of the Town's legal expense for labor related legal charges.									
4-4215 Hiring	399	575	3,500	40,753	3,500	1,500	0		
Between costs for polygraphs, psychological evaluations, academy fee, we are spending approximately \$3,500 per year on hiring expenses									
4-4220 Drug/SicHTS	575	0	960	0	960	960	0		
This pays for the testing of suspected drugs, alcohol in blood and urine samples from criminal investigations.									
4-4230 Prevent Med	206	767	1,000	0	2,000	1,000	0		
Officers are frequently exposed to bodily fluids in the course of their work so they need to maintain the Hepatitis B vaccine. If an officer is exposed to a rabid animal or a positive COVID -19 case they are also tested.									
Total Prof & Tech	19,854	2,327	28,760	46,649	29,760	24,510	0		
Property Services									
5-5010 Equip Repair	5,161	5,741	4,300	2,822	4,300	4,300	0		
This line item covers the cost of maintaining various pieces of equipment as well as the cost of calibrating our radar units annually, fire extinguisher testing, and car washes for the cruisers.									

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 031 Police Department

5-5020 Equip Contract

This covers the cost of contracts for maintenance of various pieces of equipment such as computers, police software, radio site lease, etc.

Copier	2,500
Shawnee Peak - Repeater site	3,000
Net Motion - Cruiser computers	500
NESPIN	100
Ring Farm - radio site	1,200
Spillman Contract	4,800
Dirigo Safety Policy	2,500
Dirigo Safety Training	500

5-5050 Building Repair	1,432	603	800	0	1,000	1,000	0
These funds would cover the cost of minor building repair and alterations to improve functionality.							
5-5150 Telephone	7,437	7,439	8,000	3,624	8,000	8,000	0
This line item cover the cost of our in-house phone system which has ethernet lines and a hard line back-up.							
5-5160 Cell Phone	9,104	8,889	9,800	4,624	9,450	9,450	0
Covers the cost of cell phones and service for nine officers, the PSA4 and requested new officer as well as our seven Verizon "Hot Spots" for cruiser Mobile Data computer connectivity.							
Total Property Services	34,632	36,593	35,845	16,175	37,850	37,850	0
Other Service							
6-6160 Advertising	0	705	250	0	250	250	0
Covers the cost of advertising when hiring.							
6-6190 Mileage	1,185	0	3,000	323	3,000	2,000	0
Officers are reimbursed for use of their personal vehicle at the 2021 IRS rate of .56 / mile. We gave up our unmarked car to improve visibility within the community however this means officers will more frequently use their personal vehicle for training outside the Portland-Augusta area.							
6-6999 Other Services	2,215	0	150	0	150	150	0
Miscellaneous Exp.							
Total Other Service	3,400	705	3,400	323	3,400	2,400	0

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 031 Police Department
Prop & Capital

7-7200 Equipment

This covers the cost of equipment costing more than \$5,000. We are replacing two mobile radios and four portable radios this year. The new radios and portables pair with each other allowing a portable to act as a mobile radio with substantially more power and range. The Watchguard Auto Download allows for the automatic download of cruiser and BWC (body worn camera) when the cruiser is parked at the station. This substantially reduces time spent manually downloading each cruiser to case files.

	2019 Actual	2020 Actual	2021 Budget	FY2021 YTD as 12/31/20	Department Head Request	Town Manager Request	BOS Approval
15,379		1,742	11,980	0	38,603	18,713	0
2		Mobile Radios	\$1,930		\$5,094		
4		Portable Radios	\$2,030		\$8,120		
1		Watchguard Automatic Download Device	\$19,890		\$19,890		
2		Speed Control Signs			\$5,499		
41,913		27,361	0	49,279	48,928	48,928	0

7-7300 Vehicles
PD New Cruiser

Total Prop & Capital

57,292	29,103	11,980	49,279	87,531	67,641	0
817,640	735,283	863,208	450,319	1,025,621	995,063	0

Budget Worksheets

July 1, 2021 - June 30, 2022

Dept: 032 Fire Department

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/2020	Department Head Request	Town Manager's Request	BOS Approval
Payroll							
1-1010 Salary	56,716	57,034	59,740	30,992	61,533	61,533	0
<i>Chief's salary includes a 3% COLA if approved by the Town Manager</i>							
1-1020 Hourly	10,426	7,998	10,712	5,552	11,783	11,034	0
<i>Admin Assistant's current hourly rate is \$20.60 + 3% COLA + an additional 7% market / merit adjustment = \$1071.20 if approved by the Town Manager. Note, this position is shared 75% (police) / 25% (fire) but she also assists with the Civil Emergency department</i>							
1-1030 Part-Time	64,984	61,976	94,000	31,133	94,000	94,000	0
<i>Dpty Chf. \$18.00/Cpts. \$17.50/hr. Lts. \$16.75/Hr./Int. FF \$16.50/hr. Ext. FF \$15.50 - \$1.00 increase across the board.</i>							
1-1050 Training	22,162	21,158	38,000	10,979	38,000	38,000	0
<i>225 hrs./mo x 12 months for 41 active members @ \$14.00/hr.</i>							
Total Payroll	154,288	148,166	202,452	78,656	205,316	204,567	0
Employee Benefits							
2-2010 FICA	11,262	11,106	15,488	5,951	15,707	15,649	0
7.65%							
2-2100 Clothing Allowance	747	314	500	0	500	500	0
<i>Fire Chief uniform and accessories</i>							
Total Employee Benefits	12,009	11,420	15,988	5,951	16,207	16,149	0
Supplies							
3-3010 Office Suppl	1,982	458	1,300	476	1,300	1,300	0
<i>General office supplies</i>							
3-3050 Small Equip < \$5K	10,027	14,521	13,714	10,297	5,762	5,762	0
<i>1-step ladder central \$602.00, 20-flashlights \$1,240.00, 2-tool kits \$500.00 ea (\$1,000.00), 2-fire-com headsets \$1,920.00 total. Refurnished desktop for the Chief \$1,000.00. Total Spend \$ 5762.15</i>							
3-3060 Manuals & Bk	450	1,575	1,500	1,599	1,575	1,575	0
<i>NFPA Subscription</i>							
3-3070 Fire Prevntn	202	2,193	2,000	2,046	2,000	2,000	0
<i>Fire Prevention, Education, and Public Relations; YTD amount reflects use of carry forward funding and programs completed.</i>							
3-3080 Postage	382	385	350	196	350	350	0
<i>Mailing of paychecks / direct deposit remittances to fire personnel</i>							

Budget Worksheets

July 1, 2021 - June 30, 2022

Dept: 032 Fire Department	2019	2020	2021	2021 YTD as of	Department	Town Manager's	BOS Approval
	Actual	Actual	Budget	12/31/2020	Head Request	Request	
3-3140 Radio / Pager	6,477	6,881	6,500	3,545	8,000	8,000	0
4-portables @ \$2,000. ea upgrade - Total Spend \$8,000.00							
3-3160 Protctv Clth	6,482	23,582	33,550	29,848	24,128	24,128	0
7 sets @ \$3,355 ea, 43 traffic vests @ \$14.95 each = \$642.85, Total Spend \$24,128.00							
3-3170 Brthng Apprt	1,960	3,648	3,500	162	3,500	3,500	0
Breathing Apparatus flow testing, hydro, Air Compressor maint.							
3-3180 Foam	0	4,385	0	0	0	0	0
Novacoal Foam. Utilize existing funds, and supplies.							
3-3190 Hoses	2,760	9,706	4,000	4,175	4,000	4,000	0
Replace damaged/obsolete hose.							
3-3310 Heating Fuel	10,358	8,037	10,000	1,911	10,000	10,000	0
Combined for Oil (Central Station) and Propane (South, West, North) for all four Stations: CN Brown \$1,609 (oil), \$1,119 (propane) June 30, 2021							
3-3399 Oth Supplies	1,649	1,695	2,000	381	2,000	2,000	0
Misc non-categorized expenses, this line not realistic, papergoods, cleaners etc.							
Total Supplies	42,729	77,066	78,414	54,636	62,615	62,615	0
Professional & Technical							
4-4030 Memberships	2,866	1,105	1,035	150	1,035	1,035	0
Membership/subscriptions - (MSFF) Maine State Federation of Fire Fighters = 41 members \$615, (NMFA) Western Maine Firemens' Assoc. - \$40, (C/OFC) Cumberland Oxford Chiefs Assoc. - \$50, (CCFC) Cumberland County Fire Chiefs - \$150, 1st resp subscrip - \$85, (MFA) Maine Fire Chiefs Assoc. - \$95							
4-4060 Training/Sch	5,148	3,622	4,840	145	3,940	3,940	0
1-Rookie School \$1,300.00, 3-vendor classes \$2,340.00, CPR \$300.00. Total Spend \$3,940.00							
4-4210 MedTst/Phye	3,894	4,901	6,508	2,713	6,066	6,066	0
Annual physicals & Resp Clearance 20 interior staff @ \$221 Ea = \$4,420, non-int resp clearance for n-95 (6) @ \$127 ea = \$762, tri-annual dues or new members 4 @ \$221 = \$884.00. Total Spend \$6,066.00							
4-4230 PrevMedcn	0	328	380	256	380	380	0
Hep-B vaccinations - Physician orders & 3-shot series each = \$380							
4-4270 Comm & Tech	6,189	3,282	4,373	3,484	2,330	2,330	0
Emergency Reporting (fire reports) - \$1,932, Net Motion (Spillman) \$ 253.00 annual, "I am resp" program \$145.00. Total Spend \$2,330.00							
Total Professional & Technical	18,097	13,238	17,136	6,748	13,751	13,751	0
Property Services							
5-5010 Equip Repair	7,600	10,288	7,500	6,000	7,500	7,500	0
Annual Services on extrication equipment, calibration gas, air pack batteries for 28 air packs, testing along with radio repairs, batteries, and antennae, general equip repair etc.							

Budget Worksheets

July 1, 2021 - June 30, 2022

Dept: 032 Fire Department	2019	2020	2021	2021 YTD as of	Department	Town Manager's	BOS Approval
	Actual	Actual	Budget	12/31/2020	Head Request	Request	
5-5020 Equip Cntrct	1,878	2,323	2,918	1,566	2,918	2,918	0
<i>Johnson Controls contract annual fee = \$992, Specialty Services heating system maint 4-stations = \$1,551, Pine Tree Food Equipment ice machine maintenance -\$375.</i>							
5-5040 Veh Repair	231	500	5,500	4,129	500	500	0
<i>General Maintenance; miscellaneous \$500.00</i>							
5-5050 Bldg Repair	33,242	18,220	31,320	16,146	17,165	17,165	0
<i>5a. Station generator w/ artic package \$8,750.00, propane hookup generator \$750.00, air vac 911 filter maint. \$4,165.00, overhead door repair \$500.00, general maintenance \$3,000.00. Total Spend \$17,165.00</i>							
5-5100 Sec./Alarms	2,627	3,507	3,064	1,651	4,085	4,085	0
<i>Security / Alarms, add Central Station internet. Total Spend \$4,085.00</i>							
5-5110 Electricity	4,232	4,820	3,500	1,883	3,500	3,500	0
<i>Based on 4 station demand at \$284.00/month with new LED lighting.</i>							
5-5120 Water Usage	714	1,050	1,000	164	1,000	1,000	0
5-5150 Telephone	477	478	480	234	480	480	0
<i>Station 1 phone</i>							
5-5160 Cell Phone	1,017	987	1,104	627	1,154	1,154	0
<i>Chief's phone and jet pack \$96.12 per month = \$1,153.44 / yr.</i>							
5-5170 Equip Tests	8,246	7,504	7,802	6,439	7,915	7,915	0
<i>Professional vendor testing, Pumps - \$1,705.00; Hose - \$4,750; Ladder truck and ground ladders - \$1,460. Total Spend \$7,915.00</i>							
Total Property Services	60,264	49,677	64,188	38,839	46,217	46,217	0
Other Service							
6-6160 Advertising	306	0	0	0	0	0	0
<i>Legal Advertisements Bids, Fire Prevention, and Recruitment Programs</i>							
6-6190 Mileage	636	1,496	1,500	665	500	500	0
<i>Mileage for staff attending outside classes at the 2021 IRS mileage rate of \$.56 / mile</i>							
6-6200 Meals/Incht	262	521	500	212	500	500	0
<i>Incident Support Meals</i>							
6-6210 FD Recruiting	177	2,745	2,500	1,842	2,500	2,500	0
<i>Recruiting, Retention, and Awards Banquet</i>							
Total Other Service	1,381	4,762	4,500	2,719	3,500	3,500	0
Other Items							
9-9010 Contingency	0	113	1,000	0	1,000	1,000	0
Total Other Items	0	113	1,000	0	1,000	1,000	0
	288,768	304,442	383,678	187,549	348,606	347,799	0

Budget Worksheet

July 1, 2021 - June 30, 2022

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
Dept: 033 Animal Control							
Payroll Expense							
1-1030 Part-Time	9,180	14,406	14,895	7,729	15,343	15,343	0
<i>This line item covers the cost of our part-time animal control officer; present hourly rate \$19.10/hour for 15 hours. The Department Head Request includes a 3% COLA if approved by the Town Manager.</i>							
Total Payroll Expenses:	9,180	14,406	14,895	7,729	15,343	15,343	0
Employee Benefits							
2-2010 FICA	702	1,085	1,139	591	1,174	1,174	0
7.65%							
Total Employee Benefi	0	1,085	1,139	591	1,174	1,174	0
Supplies							
3-3999 Oth Supplies	582	76	500	327	500	500	0
<i>Animal Control Other Costs such as control sticks, heavy leather gloves, cages, etc.</i>							
Total Supplies	582	76	500	327	500	500	0
Prof & Tech							
4-4060 Training/Sch	0	0	600	80	600	600	0
<i>Covers the cost of the required annual certification program for the ACO.</i>							
4-4320 AC Boarding	5,210	5,210	5,210	5,210	5,210	5,210	0
<i>Animal Control Boarding Costs; covers the cost of the annual boarding expense Bridgton pays to a local veterinary boarding establishment based on the population of Bridgton.</i>							
Total Prof & Tech	5,210	5,210	5,810	5,290	5,810	5,810	0
Othr Service							
6-6190 Mileage	663	944	1,500	392	1,500	1,500	0
<i>Covers the cost of travel expenses (mileage) for the ACO; based on the 2021 IRS mileage rate of \$.56 / mile.</i>							
Total Othr Service	663	944	1,500	392	1,500	1,500	0
	15,635	21,721	23,844	14,329	24,327	24,327	0

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 034 Civil Emergency

Payroll Expense

1-1030 Part-Time

Margaret Chase Smith Policy Center: Maine Government Summer Internship Program-Estimated cost of \$6,240 (12 week program) plus a \$250 Administrative Fee. (See attached Job Responsibilities)

1-1050 Training

For training 3 former dispatchers and one social media person to be retrained for use in the EOC. We currently only have 2 and during one of the December storms we were left without anyone to run the EOC. The Department Head Request is based on 200 hours for dispatcher retraining and another estimated 200 hours to train police & fire personnel on drone operation.

1-1090 Stipends

4,725 9,069 9,000 4,351 10,069 6,500 0
(8) hrs per week with my focus being working on grants, the hazard mitigation plan, debris management plan, Emergency Operations Plan and the increase in the NIMS training program requirement to still qualify as a grant recipient. I would also like to ask to add more funds to the PSA4 hourly wage to be able to utilize that position to help rewriting/updating all of the plans. Adding funds to that position would eliminate the need for a part time person to help complete those tasks and is a more efficient use of dollars spent. Decrease reflects work done by Intern

Total Payroll Expense

Employee Benefits

2-2010 FICA

7.65%

Total Employee Benefits

Supplies

3-3010 Office Supplies

3-3050 Small Equipment

Used to purchase small amounts of equipment each year to improve the Emergency Operation Center. Requesting \$3000 for a new tough-book laptop for the EOC to be able to monitor and dispatch police, fire, and EMA departments from a remote EOC location in conjunction with the new command center that was awarded through the Keep Me Healthy Grant. Also would like to start a two-phase drone program with the purchase a DJI Mavic2 Pro drone. This would be Phase One.

3-3140 Radio / Pager

Used for radio repair to EMA radios

3-3410 Disaster Supplies

Requesting \$2000 for either a small generator or Bluetti for power outages

3-3999 Other Supplies

Total Supplies

Professional & Technical

4-4070 Meetings/Sem

Annual training

4-4270 Comm & Tech

(2) Antennas & supplies for the mobile EOC; communications case, power supply for radios

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
1-1030 Part-Time					6,490	6,490	
1-1050 Training					10,000	0	0
1-1090 Stipends	4,725	9,069	9,000	4,351	10,069	6,500	0
2-2010 FICA	358	689	689	333	2,032	994	0
Total Payroll Expense	0	9,069	9,000	4,351	26,559	12,990	0
Employee Benefits							
2-2010 FICA	358	689	689	333	2,032	994	0
Total Employee Benefits	358	689	689	333	2,032	994	0
Supplies							
3-3010 Office Supplies	261	9	500	125	300	150	0
3-3050 Small Equipment	0	12,817	1,000	0	6,000	3,000	0
3-3140 Radio / Pager	547	0	500	0	500	250	0
3-3410 Disaster Supplies		16,594	0	1,707	2,000	0	0
3-3999 Other Supplies	0	0	200	15	200	100	0
Total Supplies	808	29,420	2,200	1,847	9,000	3,500	0
Professional & Technical							
4-4070 Meetings/Sem	0	0	500	0	200	200	0
4-4270 Comm & Tech	0			468	1,770	1,770	0

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 034 Civil Emergency	2019	2020	2021	2021 YTD as of	Department Head	Town Manager	BOS Approval
	Actual	Actual	Budget	12/31/2020	Request	Request	
4-4280 Contracted Services					2,500	0	0
<i>Electrical to add EOC to generator circuits</i>							
Total Professional & Technical	0	0	500	468	4,470	1,970	0
Property Services							
5-5020 Equip Contracts					250	250	
<i>Annual Net Motion Spillman license</i>							
5-5160 Cell Phone	480	480	480	335	1,440	880	0
<i>(1) cell phone stipend for director at \$40 per month, (1) cell phone line for EOC as an informational hotline, and an additional \$40 per month for the hot spot for command center</i>							
Total Property Services	480	480	480	335	1,690	1,130	0
Other Service							
6-6190 Mileage	492	505	500	86	300	300	0
<i>Business related travel at the 2021 IRS mileage rate of \$.56 /per mile</i>							
Total Other Service	492	505	500	86	300	300	0
	2,138	40,163	13,369	7,420	44,051	20,884	0

Budget Worksheet

July 1, 2021 - June 30, 2022

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
Dep't: 049 Othr Pubsft							
Prof & Tech							
4-4330 Ambulance Srv	51,000	51,000	51,000	25,500	52,700	52,700	0
<i>Per contract 2021-2024 (\$52,700/\$54,400/\$56,100)</i>							
Total Prof & Tech	51,000	51,000	51,000	25,500	52,700	52,700	0
Property Srv							
5-5310 Streetlights	24,311	26,248	27,000	11,320	27,402	27,402	0
<i>6 month average (July - Dec.) is \$2283.46. Presently locked in until 12/28/2021 at \$.07390 with Maine Power Options. Budgeted using 6 month average plus \$599 buffer for potential rate increase effective 12/29/2021.</i>							
5-5320 Orn Lights	5,641	4,129	4,600	6,269	7,500	7,500	0
<i>We have ornamental lights at various locations throughout town and the amounts listed are 6 month averages (July - Dec): Chalmers (\$77.11), Complex Parking Lot (\$32.75), Shorey Park (\$170.50), Craftworks (\$16.99), Leadbetter's (\$113.33), Main Hill-Top (\$56.03), Sports Haus (\$16.31), Stone Soup (\$16.31), Village Pizza (\$16.31), and We Love Ctry (\$87.87). Presently locked in with Maine Power Options at \$.07390 until 11/30/2021. Budgeted using 6 month averages plus \$258 buffer for potential rate increase effective 12/1/2021.</i>							
5-5330 Traffic Lights	1,001	990	1,100	433	1,150	1,150	0
<i>For (2) traffic lights: light at Hannaford Plaza and light on N. Bridgton Rd. Budgeted using an 6 month average (July - Dec.) plus a \$100 buffer for potential rate increase effective 12/1/2021 & 12/22/2021; Hannaford Plaza Traffic Light \$52.97 / month and N. Bridgton Road Traffic Light \$34.47 / month. Presently locked in with Maine Power Options until 11/30/2021 and 12/21/2021 respectively at \$.07390 per Kw.</i>							
5-5340 Depot St Parking Lot Lights	1,523	1,523	1,523	761	1,523	1,523	0
<i>Reimbursement to Bridgton Community Center as part of their annual allocation. Presently paying \$126.92 / month. We do not receive copies of these billings as the lights are not on a separate meter.</i>							
Total Property Srv	32,476	32,890	34,223	18,783	37,575	37,575	0
Othr Service							
6-6130 Hydrants	195,998	193,503	205,904	51,476	205,904	205,904	0
<i>PUC approved a 30% increase effective 10/1/19; presently \$51,476 quarterly</i>							
6-6140 No.Bridg Hydrrn	30,876	30,876	30,876	7,719	30,876	30,876	0
<i>Invoked by Harrison Water District; called 1/28/20 to inquire if they have made application to the PUC for a rate increase and they have not.</i>							
Total Othr Service	226,874	224,379	236,780	59,195	236,780	236,780	0
	310,350	308,269	322,003	103,478	327,055	327,055	0

Budget Worksheet July 1, 2021 - June 30, 2022

Dept: 035 Health Officer

Payroll Expense

1-1090 Stipends

Increase due to additional pandemic responsibilities.

2019	2020	2021	2021 YTD as of	Department	Town Manager	BOS Approval
Actual	Actual	Budget	12/31/2020	Head Request	Request	

1,500	1,313	1,500	1,025	3,000	3,000	0
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Total Payroll Expenses

Employee Benefits

2-2010 FICA

7.65%

Total Employee Benefits

Supplies

3-3010

Office supplies available at the Town Office

Total Supplies

Prof & Tech

4-4030

Annual Subscription for the Maine Townsmen

4-4070 Meetings & Seminars

Utilizes no-cost webinars but may have opportunity to attend other trainings.

4-4260 License Fee

License / Certification Fees - no cost; renews online with the CDC (Centers for Disease Control)

Total Prof & Tech

Prop Srv

5-5160 Cell Phone Stipend

\$20.00 stipend per month

Total Prop Srv

Other Service

6-6190 Mileage

Mileage for travel expenses based on the 2021 IRS mileage rate of \$0.56/mile

Total Prop Srv

1,500	1,313	1,500	1,025	3,000	3,000	0
115	100	115	78	230	230	0
115	100	115	78	230	230	0
49	63	0	0	0	0	0
49	63	0	0	0	0	0
49	63	0	0	0	0	0
0	8	8	8	8	8	0
95	0	250	125	250	250	0
100	0	0	0	0	0	0
195	8	258	133	258	258	0
0	0	240	120	240	240	0
0	0	240	120	240	240	0
0	0	100	0	100	100	0
0	0	100	0	100	100	0
0	0	100	0	100	100	0

Budget Worksheet

July 1, 2021 - June 30, 2022

	2020 Actual	2021 Budget	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
Dept: 019 Finance						
Payroll Expense						
1-1010 Salary		59,093	30,520	62,048	60,865	
<i>Department Head requests reflects a 3% COLA & 2% market/merit increase in the Finance Officer's Salary; justification is the additional fiscal & audit preparation responsibilities associated with the Wastewater, Streetscape, & Lower Main Street Projects. I've been working with the Wastewater Expansion project for 3 years and 2 years on the other two projects. I also did the financial reporting for the MDOE CRF (Maine Department of Education Coronavirus Relief Fund) Daycamp grant program to MSAD #61 for our recreation program and assisted with the Keep Me Healthy Grant financial reporting; both requiring "Special Revenue" accounting entries. / offsetting revenues 5% from Salmon Point (\$3,044) & 10% from Wastewater (\$6,087)</i>						
1-1020 Hourly		47,133	20,227	72,093	47,133	
<i>Finance Clerk with 3% COLA (\$22.66 x 2080 hrs = \$47,133) if approved by Town Manager; offsetting revenues 15% from Salmon Point (\$7070). Addition of a part-time staff person (16-24 hours per week @ \$20.00 / hr. = \$16,640 / yr. to \$24,960 / yr.) for Accounts Payable Clerk. (see attached proposed job description)</i>						
1-1040 Overtime		800	384	800	800	
<i>Finance Clerk attending budget meetings and assisting with close of fiscal year</i>						
1-1060 Longevity		1,125	188	1,950	1,950	
<i>Finance Officer - (52 weeks at \$37.50 / week)</i>						
Total Payroll Expenses	0	108,151	51,319	136,891	110,748	0
Employee Benefits						
2-2010 FICA		8,274	3,726	10,472	8,472	0
<i>FICA Rate is 7.65%</i>						
Total Employee Benefits	0	8,274	3,726	10,472	8,472	0
Supplies						
3-3010 Office Suppl		1,685	580	1,685	1,685	
<i>Year-end payroll forms \$285, checkstock for payroll & accounts payable \$900, and miscellaneous office supplies to include toner for (3) printers, business cards, folders, envelopes, pens, etc. \$500</i>						
3-3030 Office Furn		200	190	200	200	
<i>new file cabinet</i>						
3-3050 Small Equip		450	57	450	450	
<i>Printer</i>						
Total Supplies	0	2,335	827	2,335	2,335	0

Budget Worksheet

July 1, 2021 - June 30, 2022

	2020 Actual	2021 Budget	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
Prof & Tech						
4-4030 Memberships		270	248	295	295	
Government Finance Officers Assoc. \$160, ME Government Finance Officer Assoc. \$35, Maine Local Government Human Resources \$50 for both finance officer and clerk, and Maine Municipal Tax Collectors Treasurers Assoc., \$50 for both finance officer and clerk						
4-4060 Training/Sch		710	30	710	710	
Maine Municipal Association specialized training \$300, Maine Tax Collectors Treasurers Association (MMTCTA) Trainings \$300, and Maine Government Finance Officers' meetings \$110. Many of the trainings have been held remotely since the start of the pandemic saving both money on registration and travel. Finance Clerk is working towards (MMTCTA) certification.						
4-4070 Meetings & Seminars		1,400	0	1,690	1,690	
Maine Municipal Association Annual Conference \$155 x 2; Maine Municipal Tax Collectors Treasurers Association Annual Meeting \$135 x 2; New England Government Finance Officer's Association Annual Conference \$450 plus lodging \$660						
4-4080 Auditing Services		13,500	14,000	24,000	24,000	
The firm of Runyon Kersteen Quellette \$22,500 plus \$1,500 for a single A133 audit due to threshold of amount received from grants						
4-4270 Comm & Tech		0	110	221	221	
Reimbursement of wifi hot spot to be able to work remotely if needed (\$18.38 x 12 months)						
Total Prof & Tech		0	15,880	26,916	26,916	0
Othr Service						
6-6160 Advertising		400	26	50	50	
6-6190 Mileage		316	130	155	155	
Travel to and from trainings, seminars, meetings, etc. @ the 2021 IRS mileage rate of \$.56/ mile (average 550 miles prior to pandemic)						
Total Othr Service		0	716	156	205	205
		135,356	70,416	176,819	148,676	0

Budget Worksheet July 1, 2021 - June 30, 2022

Dept: 291 Insurances

Other Service

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
6-6010 Inland Marine <i>budgeted based on the 2021 actual</i>	1,119	1,131	1,200	2,184	2,184	2,184	0
6-6020 Liability Ins. <i>anticipated increase of 3% - This year's premium increased \$474 or 2.66%</i>	16,901	17,788	18,320	18,262	18,810	18,810	0
6-6030 FD Airboat Liability Insurance <i>This year's premium increased 7% or \$39 but overall has remained fairly stable for the past 3 years</i>	541	557	557	596	596	596	0
6-6040 Public Official Liability Ins <i>anticipated increase of 5% - this year's premium increased 4.55% or \$392</i>	8,288	8,618	9,050	9,010	9,460	9,460	0
6-6050 Employee Crime/Bnd <i>premium has remained fairly stable for the past 3 years</i>	940	940	960	940	940	940	0
6-6060 Mun Veh Ins <i>This year's premium increased 6% or \$2,340. Anticipated increase of 10% as we have added the new service truck for the fire department.</i>	31,166	34,572	38,610	36,605	40,600	40,600	0
6-6070 Workers Comp <i>Projected using the same classification rates however increased payroll due to proposed (1) PT clerical position. Also took into consideration payroll increases for COLA and contractual obligations. The current annual premium for 2021 is \$81,100 and our current mod is .86% previously .98%. Premium payments due 7/1/21 (\$12,164.85) and 10/1/21 (\$12,164.85)</i>	100,179	100,451	98,000	58,769	84,000	84,000	0
6-6080 Firemens Ins <i>premium has remained constant for the past 3 years</i>	2,561	2,233	2,233	2,223	2,233	2,233	0
6-6090 Recreation Ins <i>premium has remained fairly constant for the past 3 years</i>	1,910	1,910	1,910	1,910	1,910	1,910	0
6-6100 Prop/Comm Fire <i>anticipated increase of 10% - This year's premium increased 11.95% or \$1,601.</i>	12,540	13,401	15,410	15,002	16,499	16,499	0
6-6110 Unemployment <i>The Town is a direct reimbursement employer. In the event that a former employee files for unemployment and qualifies for benefits the Maine Department of Labor will bill the Town of Bridgton.</i>	6,302	4,525	3,500	720	3,500	3,500	0
6-6120 Surety Bonds <i>Budgeting based on a higher surety bond for the finance officer (\$750K to \$1M) due to increase in oversight of funds as a result of BANs and MMBB borrowings / actual cost \$2,126, Town Clerk actual cost \$660, and Town Manager actual cost \$643 plus 3% increase.</i>	3,429	3,429	3,530	3,429	3,530	3,530	0
	185,876	189,555	193,280	149,650	184,262	184,262	0
	185,876	189,555	193,280	149,650	184,262	184,262	0

BUDGET WORKSHEET

July 1, 2021 - June 30, 2022

Dept: 292 Employee Benefits

Payroll Expense

1-1004 Cola Adjustment

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
	0	56,346	0	0	0	0	0
	0	56,346	0	0	0	0	0
Total Payroll	0	56,346	0	0	0	0	0
Employee Benefits	6,969	13,627	9,556	4,416	9,000	9,000	0
2-2010 FICA							

Most retirement options require FICA tax to be assessed by the employer with the exception of those that contribute to a ROTH IRA which is post tax contributions.

2-2020 Health Ins.

	474,268	568,040	626,254	314,159	693,430	630,000	0
Budgeting for a 10% premium increase; 5 year average 7.3% however the increase there was no increase in premium for the 2021 calendar year. The Town of Bridgton is a "Non-Rated Group" which means we are an employer group with 50 or fewer covered participants. Employees that opt out of electing health insurance are eligible for 50% of a single subscriber's premium and we presently have 4 employees under this provision.							

2-2030 Dental Ins.

	17,785	20,657	21,982	10,211	22,510	22,510	0
Projecting a 2% premium increase for both MMEHT (Maine Municipal Employees Health Trust) and Northeast Delta Dental participants. The Northeast Delta Dental renewal occurs in September. The police chief and administrative assistant are insured with Maine Municipal Employees Health Trust.							

2-2040 HRA

	13,806	19,196	16,756	3,850	18,740	18,740	0
In accordance with the union contract, the public works work agreement, and personnel handbook, the employer provides a Health Reimbursement Account for each employee covered on the employer's health insurance plan. We presently have (17) employees at \$500 per calendar year, (23) employees at \$300 per calendar year, (4) employees not eligible because they opted out of the health insurance, and there is an annual administrative fee of \$550 and a per participant annual fee of \$60 / \$2,400 (40 participants x \$60). There is also a fee involved in filing Form 720 with the IRS (Patient Centered Outcomes Research Fee) x # of participants (For the filing period 6/30/20 it was \$89). Police Union participants contribute \$8 / week for single subscriber plans & \$15 / weekly to offset other plans; Non-union and PW employees contribute \$5 / week and \$10 / week respectively.							

2-2050 Retirement

	107,776	123,761	117,948	57,139	118,229	117,380	0
In accordance with the personnel handbook, the employer contributes 6% of gross earnings with the exception of the Town Manager which is 8% by contract, 6% for the public works employees, and 9% for the (2) police officers not participating in Maine PERS. Also assuming another \$30,000 in overtime primarily in the Public Services Departments.							

2-2055 Maine PERS

	0	21,773	49,472	26,103	51,500	51,500	0
In accordance with the PD union contract, employees have the option of joining Maine PERS (Public Employees Retirement System). The employer contribution rate is presently 12.9% until July 1, 2021 then it increases to 13.4%. Seven (7) officers have enrolled and are participating. Budget request is based on the estimated base wages of \$323,000 plus an estimated overtime wages of \$61,000 for the officers participating (Total \$384,000) x 13.4% = \$51,456							

Total Employee Benefits

	620,604	767,054	841,968	415,878	913,409	849,130	0
	620,604	823,400	841,968	415,878	913,409	849,130	0

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 011 Administration

Payroll Expense

1-1010 Salary	217,822	220,311	180,349	92,540	185,760	185,760	0
Proposed salaries as follows: Town Manager \$112,986 per contract (Net \$79,090: Salmon Point \$16,948/Wastewater \$16,948), Deputy Town Manager (\$72,774)							
1-1020 Hourly	41,639	82,582	42,441	24,101	48,740	48,740	0
Proposed rate with 3% increase Executive Secretary: Current-\$47,320/ \$22.75 per hour; proposed-\$48,739.60/\$23.43							
1-1030 Part-time	3,072	5,914	6,970	1,702	0	0	0
Margaret Chase Smith Policy Center: Maine Government Summer Internship Program- Estimated cost includes \$250 Administrative Cost and Hourly rate of \$14.00/hr. 12 week program. Intern will work with town staff on archiving and cataloging town documents.							
1-1040 Overtime			8	1,530	43	1,200	1,200
Executive Secretary overtime meetings and miscellaneous 50 hours							
1-1060 Longevity	2,860	5,460	5,460	2,835	5,460	5,460	0
Town Manager \$37.50 per week (\$37.50 x 52 = \$1,950) and Deputy Town Manager \$67.50 per week (\$67.50 x 52 = \$3,510)							
1-1090 Stipends	11,700	11,470	0	0	0	0	0
BOS Chair \$1,750/BOS Board \$5,200 (4x\$1,300) TOTAL \$6,950 / Planning Board Chair \$1,000 Planning Board Members \$4,500 (\$750x6) TOTAL \$5,500. <i>Selectboard and Planning Board stipends moved to Department 022</i>							

Total Payroll Expenses

Employee Benefits

2-2010 FICA

FICA Rate is 7.65%

Total Employee Benefits

Supplies

3-3010 Office Supplies	13,783	9,039	9,750	4,061	8,500	8,500	0
General office supplies i.e.; batteries, file folders, pens, pencils, paper products, toner, etc.							
3-3030 Office Furniture	8,348	6,054	2,000	2,644	2,500	2,500	0
Desks, chairs, file cabinets, etc.							
3-3050 Small Equipment	14,080	7,261	4,000	3,289	4,000	4,000	0
Computer and printer replacement							
3-3080 Postage	9,882	9,627	10,000	5,904	10,000	10,000	0
General postage and certified mailings.							
3-3000 Other Supplies	301	460	400	38	300	300	0
Special supply needs i.e.; business cards, name plates, etc.							
Supplies	46,394	32,441	26,150	15,936	25,300	25,300	0

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 011 Administration Professional & Technical	2019	2020	2021	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
	Actual	Actual	Budget				
4-4010 Web-site	6,665	7,920	2,040	3,612	2,040	2,040	0
Mishmash - basic web-site maintenance and updates \$510.00/quarter = \$2,040.00							
4-4020 Software Maintenance	13,370	13,606	13,620	13,962	14,736	14,736	0
Annual contract for TRIO Maintenance (Harris) = \$14,736							
4-4030 Memberships	543	788	605	363	656	656	0
Maine Town City Manager's Association for Town Manager and Deputy Town Manager \$306, Maine Local Government Human Resources \$25, and Maine Municipal Tax Collectors Treasurers Assoc. \$25, Manager Publications \$300,							
4-4040 MMA Assoc. Dues	7,732	8,037	8,037	0	7,990	7,990	0
Maine Municipal Association Annual Dues which provide legal services, job bank, reduced rate for training seminars, web manuals, and Maine Townsman monthly publications							
4-4050 GPCOG Dues	8,336	10,420	10,630	8,336	10,420	10,420	0
Greater Portland Council of Government - Cooperative bidding and purchasing i.e.; salt, sand, office supplies, etc.; grant research, technical planning assistance and data center. Dues are based on last census at \$2.00 per person. 2% projected increase.							
4-4060 Training/Sch	2,750	2,107	5,350	2,944	6,150	6,150	0
MMA Training, specialized training, seminars, etc. Managers Annual Training \$500 (lodging), \$300 (Conf. and Meals) = \$800 x 2 (TM and DTM) = \$1,600.00; MMA Seminars \$650.00 (\$45-\$90 per class); Annual Employee Training \$3,100 - TOTAL \$5,350.							
4-4070 Meetings & Seminars	1,161	1,547	1,720	180	1,720	1,720	0
Lake Region Manager's Meeting (\$420- Mgr & DTM); Greater Portland Council of Governments \$150; Maine Municipal Association Annual Conference \$350; MTCMA Meeting (Town Manager and Deputy Town Manager) \$500; Maine Tax Collector's Treasurers' Association \$300 = TOTAL \$1,720.00							
4-4080 Audit Services	18,237	23,400	0	0	0	0	0
Moved to Finance cost center 019							
4-4270 Communications & Technology			4,440	3,209	9,150	9,150	0
Rackspace-email service provider \$6,420 & Office 365 Business Premium; Hello Sign-electronic signature platform \$480 for 5 users; Kaspersky-security \$1,250; Carbonite-backup \$1,000							
4-4280 Contrctd Services	0	2,025	8,000	845	3,000	3,000	0
CDBG & Town construction projects; engineering services							
Total Professional & Technical	0	69,850	54,442	33,451	55,862	55,862	0
Property Services							
5-5010 Equipment Repair	0	165	300	58	200	200	0
Maintenance and repair of office equipment not covered by contract							
5-5020 Equipment Contract	15,042	17,719	13,511	14,787	10,148	10,148	0
IT Contract, Postage Meter Contract and Copier Contract. Annual computer maintenance contract \$5,400; Postage Meter \$160.60 x 12 = \$1,927.20; Annual Carbonite back-up \$630.00 (moved to 4-4270); Copier Supply Program color (\$0.04995 x 45,255 estimated copies) = \$2,260; Copier Supply Program b&w (0.00320 x 175,000 estimated copies) = \$560 TOTAL \$10,148							

Budget Worksheet

July 1, 2021 - June 30, 2022

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
Dept: 011 Administration							
5-5150 Telephone	11,474	10,340	10,452	4,925	10,452	10,452	0
\$796 / month x 12 = \$9,552, and Internet \$74.99 / month x 12 = \$900							
5-5160 Cell Phone	1,352	1,587	1,733	522	1,420	1,420	0
Town Manager \$39.99 x 12 = \$480 TM Cell phone Upgrade \$400.00 Deputy Town Manager Stipend \$45.00 x 12 = \$540.00							
5-5400 Tax Acquired Property Expense	0	15,054	1,000	6,229	0	0	0
Legal fees and miscellaneous costs disposing of tax acquired property; offset by sale of property (Revenue 010-0274)							
Total Property Services	27,868	44,865	26,996	26,521	22,220	22,220	0
Other Service							
6-6150 Bank Service Charges	0	60	0	0	0	0	0
The bank passes on a fee to process checks drawn on a Canadian bank							
6-6160 Advertising	2,966	34	1,000	0	500	500	0
Public notices and general advertising i.e.; help wanted, for sale, etc.							
6-6190 Mileage	5,034	5,131	4,825	1,983	4,825	4,825	0
Town Manager (via contract \$300.00/mo = \$3,600.00); Deputy Town Manager (stipend \$16.00 x 12 = \$195.00 for in-town travel)(out of town travel \$1,030.00) Total \$4825							
6-6200 Meals/Incident	2,889	4,112	2,500	510	2,500	2,500	0
Food and refreshments for annual and special meetings i.e.; Annual Employee Christmas celebrations, annual employee / volunteer barbecue and Selectboard meetings							
Total Other Service	10,889	9,337	8,325	2,493	7,825	7,825	0
Other Items							
9-9010 Contingency	753	935	1,000	0	1,000	1,000	0
Unanticipated expenses							
Total Other Items	753	935	1,000	0	1,000	1,000	0
	383,875	507,274	371,774	208,431	371,816	371,816	0

Budget Worksheet **July 1, 2021 - June 30, 2022**

Dept: 029 Othr Gen Govt

Othr Service

6-6240 Lake Reg. TV

Spectrum (Time Warner) franchise fees estimated at \$62,000 which offset cost

Total Othr Service

Other Items

9-9010 Contingency

Appropriation used for emergency purchases and unanticipated expenses.

Total Other Items

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
36,614		41,789	33,000	33,000	33,000	33,000	0
36,614		41,789	33,000	33,000	33,000	33,000	0
9,199		39,772	30,000	3,943	30,000	30,000	0
9,199		39,772	30,000	3,943	30,000	30,000	0
45,813		81,561	63,000	36,943	63,000	63,000	0

Budget Worksheet **July 1, 2021 - June 30, 2022**

Dept: 072 LIBRARY

Other Service

6-6230 Library

Please see request submitted by Bridgton Public Library

Total Operating Expenses

2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
83,500	84,000	84,000	84,000	84,000	84,000	0
83,500	84,000	84,000	84,000	84,000	84,000	0
82,500	84,000	84,000	84,000	84,000	84,000	0

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 075 Bridgton Community Center							
Professional & Technical							
4-4280 Contracted Services							
2019	2020	2021	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval	
Actual	Actual	Budget					
0	0	0	399	0	0	0	0
Total Professional & Technical							
0	0	0	399	0	0	0	0
Property Service							
5-5010 Equipment Repair							
2,132	650	1,200	461	750	750	0	0
610	1,186	1,187	882	1,187	1,187	0	0
5-5020 Equipment Contracts							
Semi-annual maintenance (Specialty Services) on heating system to include air filters, belts, nozzels, and electrodes (if applicable); Fire extinguisher testing & kitchen hood (Johnson Controls)							
5-5050 Bldg Repair	139						
Total Property Service							
2,742	1,975	2,387	1,343	1,937	1,937	0	0
Other Service							
6-6999 Other Services							
Town's contribution							
Total Other Service							
75,000	75,000	75,000	37,500	75,000	75,000	0	0
75,000	75,000	75,000	37,500	75,000	75,000	0	0
77,742	76,975	77,387	39,242	76,937	76,937	0	0

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 293 Outside Agency-Services Outside Entity	2019	2020	2021	2021 YTD as	Agency Request	Town Manager	BOS Approval
	Actual	Actual	Budget	of 12/31/20		Request	
9-9501 Bridgton Community Band	2,405	2,405	2,405	2,405	2,150	2,150	0
9-9502 LEA Milfoil	1,500	1,500	1,500	1,500	1,500	1,500	0
9-9503 LEA Boat Inspection	2,900	2,900	2,900	2,900	2,900	2,900	0
9-9504 LR Chamber	4,800	4,800	4,800	4,800	4,800	4,800	0
9-9505 LEA Subsidy	1,950	1,950	1,950	1,950	1,950	1,950	0
9-9506 Lake Region Bus	9,656	6,375	8,500	4,250	8,500	8,500	0
9-9507 Regional Transport	1,500	1,500	1,500	1,500	1,500	1,500	0
9-9508 Opportunity Alliance	1,000	1,000	1,000	1,000	5,000	1,000	0
9-9509 Tri-County Mental Health	9,250	1,000	1,000	1,000	5,000	1,000	0
9-9510 Southern ME Area on Aging	3,500	2,000	2,000	2,000	3,500	2,000	0
9-9511 Through These Doors <i>Previously known as Family Crisis Center.</i>	0	1,500	2,000	2,000	2,000	2,000	0
9-9512 Bridgton Historical Society	6,000	6,000	6,000	6,000	6,900	6,000	0
9-9513 Lake Region Senior Service (HAP) <i>Senior Transport Program and Lake Region Senior Services, Inc. now known as Healthcare Access Program (HAP)</i>	3,700	3,900	3,900	3,900	3,400	3,400	0
9-9514 Sexual Assault Prevention	750	0	750	750	750	750	0
9-9515 Lifeflight	1,300	1,300	1,303	1,303	1,300	1,300	0
9-9516 Rufus Porter	3,500	0	0	0	0	0	0

Budget Worksheet **July 1, 2021 - June 30, 2022**

Dept: 293 Outside Agency-Services									
	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Agency Request	Town Manager Request	BOS Approval		
9-9517 Easy Riders	2,500	2,500	2,500	2,500	2,500	2,500	0		
9-9518 BRAG	15,294	20,000	20,000	13,364	30,000	20,000	0		
9-9522 Woods Pond Water Quality Assoc.(NEW)			0		1,000	0	0		
9-9523 Sweden Food Pantry	0	300	0		600	300	0		
9-**** Androscogging Home Health Care & Hospice (NEW)					1,800	0			
9-**** Community Health & Counseling Services (NEW)					25	0			
9-**** Lovell Area Food Pantry (NEW)					500	300			
9-**** Ossipee Valley Agricultural Society (NEW)									
Total Outside Entity	71,505	60,930	64,008	53,122	87,575	63,850	0		

Open-Ended

Budget Worksheet July 1, 2021 - June 30, 2022

Dept: 299 Othtr TwnWide

Prof & Tech

4-4090 Legal Srv

General legal services i.e.; personnel issues, litigation, and counsel

4-4340 Septic Disps

Please see contracts for Portland Water District and Lewiston Auburn Water District.

Total Prof & Tech

Fixed Expense

8-8010 County Tax

8-8020 County Dispatch

Contract

8-8030 MSAD #61

8-8040 Debt Prin

2019	2020	2021	2021 YTD as of	Department Head	Town Manager	BOS Approval
Actual	Actual	Budget	12/31/2020	Request	Request	

19,938 23,518 18,000 4,748 18,000 18,000 0

250 500 750 0 750 750 0

20,188 24,018 18,750 4,748 18,750 18,750 0

692,437 728,506 738,484 738,484 738,484 738,484 0

108,630 111,886 116,912 0 120,455 120,455 0

9,263,856 9,631,664 9,905,527 4,911,506 10,103,638 10,103,638 0

175,036 172,248 358,143 320,146 440,614 440,614 0

Payment #	Description	Principal	Interest	Notes
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3 of 4 Maclean sidewalk plow \$ 33,309 \$ 2,228

3 of 5 2020 Western Star plow \$ 33,294 \$ 3,406

5 of 5 2018 Western Star plow \$ 28,484 \$ 1,068

4 of 4 2018 GMC 3500HD \$ 11,612 \$ 470

4 of 5 2019 Ford 550 \$ 19,187 \$ 1,654

2 of 3 2020 Dodge Ram 3500 - FD \$ 14,450 \$ 584

2 of 5 2021 Western Star plow \$ 31,412 \$ 2,709

2 of 4 2018 Cat 420F backhoe \$ 12,965 \$ 826 WW 50%

1 of 10 2021 Cat Grader \$ 32,937

Streetscape \$ 118,350 \$ 78,942 Nov prin/Nov&May int

Lower Main Reconstruct \$ 54,614 \$ 36,429 Nov prin/Nov&May int

WW BAN #2 Machias Savings \$ 50,098 .48% APR

WW GOB State Revolving Fund \$ 12,738

Total \$ 440,614 \$ 191,152

8-8050 Debt Int 1,146 112,724 196,793 123,942 191,152 191,152 0

TIF offset 010-0298 \$146,260

TIF offset 010-0298 \$50,098

TIF offset 010-0298 \$62,738

Budget Worksheet

July 1, 2021 - June 30, 2022

Dept: 299 Othr TwinWide

8-8070 TIF Expenses

This is related to the Snaptdragon TIF

Total Fixed Expenses

Other Items

9-9800 Dep to RSRVs

Total Other Items

2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/2020	Department Head Request	Town Manager Request	BOS Approval
26,016	26,651					
10,267,121	10,783,679	11,315,859	6,094,078	11,594,343	11,594,343	0
75,000	65,000	0	0	0	0	0
Employee Accrued Benefit						
TOTAL						
75,000	65,000	0	0	0	0	0
10,362,309	10,872,697	11,334,609	6,098,826	11,613,093	11,613,093	0
10,644,011 M.S.A.D. #61 & Cumberland County Assessments						
690,598 Municipal Budget						
						10,842,122
						770,971

Budget Worksheet

July 1, 2020 - June 30, 2021

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
010 - General Fund Revenue							
0110 - Motor Vehicle Excise Tax <i>Excise revenues have continued to grow. Fees set by State Law.</i>	1,028,415	1,007,023	995,000	606,108	1,020,000	1,020,000	
0111 - Boat Excise <i>Historically revenues have remained stable. Fees set by State Law.</i>	24,979	29,136	27,000	5,794	27,000	27,000	
0112 - Off Road Trailer Excise <i>Reduced as have not been meeting projections</i>	22,189	18,787	6,500	70	17,176	17,176	
0118 - Paymt in lieu of Taxes <i>Second Parish Congregational Church; 30 North High Street</i>	1,915	1,941	1,900	0	1,894	1,894	
0121 - Town Clerk Fees <i>Certified copies of Birth Certificates, Marriage Certificates and Death Certificates. Fees set by State Law.</i>	34,205	38,028	25,000	22,792	35,000	35,000	
0122 - Planning Board <i>Application Fee</i>	2,300	4,500	5,850	3,400	13,900	13,900	
0123 - Appeals Board <i>Application Fee</i>	0	0	0	0			
0125 - Vicular Lic	2,780	2,251	2,500	1,943	2,750	2,750	
0126 - Building Permits <i>Construction activity continues to increase</i>	60,013	53,709	62,588	42,192	75,000	75,000	
0127 - Plumbing Permits <i>Construction activity continues to increase</i>	18,450	16,321	26,280	15,242	34,245	34,245	
0128 - Firearms Per	0	0	0	0			
0129 - Plumbing Administration Fee	1,470	866	1,360	535	1,360	1,360	
0130 - Occupancy Fee	1,530	1,615	1,500	1,410	1,500	1,500	
0131 - FOIA Fee	30	414	0	30			
0132 - POAE Penalty	0	0	0	0			
0133 - Ord Fines	0	5,500	0	0			

Budget Worksheet **July 1, 2020 - June 30, 2021**

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
010 - General Fund Revenue							
0135 - Cable Franchise Fee	59,512	62,245	62,000	0	62,500	62,500	
<i>3% of revenue as defined in the Franchise Contract</i>							
0151 - State Revenue Sharing	240,762	360,411	240,000	224,384	381,254	381,254	
<i>Please see detail sheet</i>							
0152 - Homestead Exemption Refund	215,044	202,305	282,116	267,563	270,000	270,000	
<i>Partial reimbursement for lost tax revenue due to Homestead Exemption Program, current law 70%, based on increase from \$20,000 to \$25,000</i>							
0153 - BETE Reimbursement	1,831	7,559	7,500	17,653	17,000	17,000	
<i>Business Equipment Tax Exemption Program which is 100% property tax exemption for eligible property. The Town of Bridgton is reimbursed at 50% of lost tax revenue.</i>							
0154 - Veterans Exemption Refund	6,480	6,148	6,200	6,426	6,400	6,400	
<i>Partial reimbursement for lost tax revenue due to Veterans Exemption Program</i>							
0155 - Tree Growth Refund State	35,121	29,837	55,000	28,150	55,000	55,000	
<i>Partial reimbursement for lost tax revenue due to Tree Growth Program</i>							
0157 - Snowmobile Registration Rev.	1,516	1,728			1,700	1,700	
0160 - General Assistance	2,494	8,294	3,200	3,304	12,075	12,075	
<i>assistance budget 17,251 reimbursed at 70%</i>							
0166- FEMA / MEMA	10,524	555	0	0			
0169 - Other Intergovernmental	0	585	35,000	0	30,000	30,000	
<i>Transfer from CDBG for Administrative costs for program/ County takes \$5,000 of the available Admin funding</i>							
0181 - Town Hall Rental	505	235	300	0	300	300	
<i>Rental for private events and independent fitness groups.</i>							
0182 - Municipal Complex Rent	56,628	61,147	56,628	28,154	56,628	56,628	
<i>District Court: \$54,228 & Bureau of Motor Vehicles: \$2,400</i>							
0199- Other Charges For Services	56,874	0	0	0			
0201 - Lien Costs	22,819	20,176	24,250	12,746	24,250	24,250	
<i>Fees set by State Law</i>							
0202 - Interest On Property Taxes	37,379	52,580	60,000	26,868	60,000	60,000	
<i>Interest set by Town Meeting / Maximum set by State Law which is 6%</i>							
0249 - Other Contributions & Grants	79,049						

July 1, 2020 - June 30, 2021

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
010 - General Fund Revenue							
0251 - Investmt Int	106,474	73,691	60,000	10,245	75,000	75,000	
<i>Interest earned on checking account</i>							
0270 - Return Check	770	840	0	785			
0271 - Misc. Inc.	0	8,333	0	8,743	8,000	8,000	
<i>Uncategorized fees i.e.; copies, FOIA requests, & MMA Workers Comp Dividend</i>							
0274 - Tax Acquired Property Income	15,940	1,264	15,000	1,453			
<i>Anticipated sale of tax-acquired property</i>							
0290 - Use of Undesignated Funds (UFB)	0	0	450,000	0	450,000	450,000	
0291 - Use of Resrv	0	0	0	0	151,207	151,207	
<i>Police Cruiser Reserve-\$3,207;Capital Project Maintenance Reserve-\$85,000; Municipal Building Reserve-\$63,000</i>							
0298 - Transfers In	277,848	358,285	558,957	86,650	493,492	493,492	
Wastewater Reimbursement: now combined under 010-0298 "Transfers In"							
Town Manager	15%	\$ 16,948					
Public Services Director	30%	\$ 27,053					
Finance Officer	10%	\$ 6,087					
PWD Admin Asst	50%	\$ 22,069					
		<u>\$ 72,157</u>					
Salmon Point Reimbursement: now combined under 010-0298 "Transfers In"							
Town Manager	15%	\$ 16,948					
Public Services Director	15%	\$ 13,527					
Finance Officer	5%	\$ 3,044					
Clerical	15%	\$ 7,070					
		<u>\$ 40,589</u>					
Trust Funds: now combined under 010-0298							
Moose Pond Trust-Offset Recreation							
Bridgton Trust	5,541	1,030	48,706	0			
0310 - Police Department Grants			37,944				

Budget Worksheet

July 1, 2020 - June 30, 2021

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
010 - General Fund Revenue							
0311 - PD Donations	1979	758	0	5,724			
0313 - PD Misc	4,091	5,821	0	1,376	2,000	2,000	
<i>Fingerprints, police reports, accident report requests, and administrative fee for concealed weapon permits</i>							
0320 - Fire Grants	3,381	0	0	0			
0321 - Fire Dntns	1,316	2,479	0	0			
0322 - Fire Department Misc.	82	66		0			
0330 - Animal Cntrl	2,977	1,929	0	405	500	500	
0510 - LRAP Grant / MDOT Road Assistance	103,836	106,792	106,792	99,788	99,788	99,788	
<i>Please see detail sheet</i>							
0511 - Driveway Permits	765	815	500	1,005	750	750	
<i>Driveway Entrance Permits</i>							
0512 Road Name Sign	275	75		100	400	400	
0513 - PW Gas Reim	7,584	4,097	4,000	576	4,000	4,000	
<i>Bridgton Water Company and Easy Riders Snowmobile Club</i>							
0515-PW Scrap Metal		3,228					
0540 - Transfer Station Stickers	8,500	21,202	5,100	5,510	20,000	20,000	
<i>Stickers are valid for 2 years. The current stickers expire December 31, 2021.</i>							
0541 - Transfer Sta Universal Waste	580	345	650	162	350	350	
0542 - Transfer Sta Propane Tank Exch	105	0	185	0	0		
0543 - Transfer Sta Returnables	1,311	0	0	0	0		
0544 - Transfer Sta Freon	3,410	3,230	3,000	2,480	4,000	4,000	

Budget Worksheet **July 1, 2020 - June 30, 2021**

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
010 - General Fund Revenue							
0545 - Transfer Sta Demo Disposal	47,519	61,147	50,000	35,780	65,000	65,000	
0546 - Transfer Sta Large Bulky Items	5,480	4,580	5,000	3,490	6,000	6,000	
0547 - Transfer Sta Junk Metal	17,668	14,458	15,000	10,538	20,000	20,000	
0548 - Transfer Sta Store	25,306	18,890	26,000	16,253	26,000	26,000	
0549 - Transfer Sta Tires	1,526	2,483	3,400	963	2,500	2,500	
0550 - Transfer Sta Compost	1,183	1,223	400	55	100	100	
0551 - Transfer Sta Acc. Rec.	16,991	12,855	0	8,794	0		
3350 - Cemetery	0	0	0	0			
<i>no longer a budgeted item under General Government (see Account #710; Centry Prpt)</i>							
0710 - Rec Grants	9,000	0	0	0			
<i>estimated</i>							
0711 - Rec. Donations	3,581	5,445	0	3,025			
0712 - Rec. FndRsr	592	4,338	0	1,294			
0713 - Spring Prog.	3,652	-423	3,450	0	1,500	1,500	
<i>Lacrosse-\$1,500</i>							
0714 - Summer Prog.	4,767	6,932	3,000	1,894	3,000	3,000	
0716 - Fall Program	8,827	8,638	4,950	3,730	3,000	3,000	
<i>Soccer-\$3,000</i>							
0717 - Winter Prog.	4,235	5,450	3,950	0	2,000	2,000	
<i>Basketball-\$2,000</i>							
0718 - Rec Summer Camp	23,112	31,428	34,110	13,378	31,110	31,110	
<i>Summer Camp Fees-\$12,000; Teen Summer Camp Fees \$19,110</i>							

Budget Worksheet **July 1, 2020 - June 30, 2021**

	2019 Actual	2020 Actual	2021 Budget	2021 YTD as of 12/31/20	Department Head Request	Town Manager Request	BOS Approval
010 - General Fund Revenue							
0719 - Adult Trips	1,334	5,565	4,000	0	4,000	4,000	
0720 -SWAG Sales	0	1,147	0	91			
5223 - FD Misc	0	0		0			
5800 - Municipal Land Sales	0	0		0			
5888 - Sale Of Municipal Property	0	0		0			
Final Totals	2,590,358	2,772,332	3,345,116	1,639,051	3,680,629	3,680,629	0