



2023 Budget Workshop
Second Town Council Workshop

- A. Council & Administrative Budgets (Carried over from October 18, 2022)
 - Library
 - General Assistance
- B. Budgets scheduled for Second Workshop:
 - Streetlights
 - Public Works (Highway)
 - Buildings and Grounds
 - Cemeteries
 - Transfer Station
 - Recycling
 - Recreation
 - Theatre

Councilors: Please bring your budget books with you

Join Zoom Meeting

<https://us02web.zoom.us/j/81735133533?pwd=OVFrWUdQUjhiNWJ4ck9uY0o0Y3lvUT09>

Meeting ID: 817 3513 3533

Passcode: 076879

One tap mobile

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Find your local number: <https://us02web.zoom.us/j/km457kZUA>

ACCOUNT 25-10

LIBRARY

2023

(01-05)	Personnel Services	\$	84,428
	Librarian \$47,903; Circulation Librarian \$36,524.80		
(01-15)	Part-Time Employment	\$	25,512
	Assistant \$16.00 X 15 hours/week = \$12,480.00		
	Assistant \$16.00 X 15 hours/week = \$12,480.00		
	Substitute hours = \$552.00 (40 hours at \$13.80)		
(01-40)	FICA	\$	8,410
(05-05)	MMEHT (Health Insurance)	\$	29,300
(05-10)	Unemployment	\$	673
(05-15)	Workers Compensation	\$	789
(05-20)	Travel	\$	650
(05-25)	Mandatory Training and Conferences	\$	500
(05-30)	Memberships and Dues	\$	170
	ARSL Librarian \$50; MLA Librarian \$55; MLA Asst. Lib. \$45		
(10-05)	General Supplies	\$	1,800
	Printer Supplies \$0; Paper for copier/computer \$200; Library and office supplies \$800; building supplies, light bulbs, paper towels; toilet paper; hand soap; trash bags \$800		
(15-10)	Equipment - Non Vehicle Maintenance	\$	300
	Repair of Equipment not under warranty; unexpected repairs		
(15-15)	Building Maintenance/Services	\$	3,050
	HVAC repairs \$800; replacement of emergency lights \$250; electrical, locksmith, elevator and other services as needed \$2,000		
(20-05)	Equipment Purchase	\$	-
(20-10)	Computer Purchase	\$	1,000
	Computers for Staff and Patron Use	\$	-
(20-20)	Equipment - Books	\$	15,000
	Book, Periodicals, Videos, Audio		
(25-05)	Contractual	\$	22,731
	Building Cleaning Contract \$11,700; Fire Extinguisher (7 units) Inspection/Maintenance \$80; Elevator Service Agreement \$687; Elevator Inspection \$115; Elevator State License \$70; Copier Service Agreement & Supplies \$500; Network Maine \$0; HVAC Mechanical Maintenance \$2,100; HVAC Controls Maintenance \$0; Maine Library Delivery Service \$0; Service & Monitor Fire Alarm System \$779; Minerva (Cat./Circ.) Consortium Membership for Library Patrons \$4,000; Annual Roof Service Agreement \$2,700		
(25-10)	Printing	\$	-
(25-20)	Live Events	\$	1,500
	Summer Reading; Adult Programs (have obtained grants for programming when available)		
(25-30)	Advertising	\$	75
(30-05)	Electricity	\$	14,000
(30-10)	Heating	\$	4,770
(30-15)	Telephones (Upgraded for monitoring fire alarm system)	\$	2,000
(30-20)	Water and Sewer	\$	320
	DEPARTMENT TOTAL		\$216,978

ACCT. 30-05

GENERAL ASSISTANCE

2023

(05-20)	Travel (Use Finance)	\$ -
(05-25)	Mandatory Training and Conferences (Use Finance)	\$ -
(05-30)	Memberships and Dues	\$ 50
(25-10)	Printing Forms (Use Finance)	\$ -
(65-18)	Miscellaneous Direct Costs	<u>\$ 15,080</u>

DEPARTMENT TOTAL:

\$15,130

ACCOUNT 05-20

STREET LIGHTING

2023

(15-35)	Maintenance of Town owned Street Lights/ Traffic Lights - Travel to Town to fix lights: 1-2 calls including parts	\$ 2,500
(30-05)	Electricity \$5,571.13 average X 1.04% X 12 = \$69,530	<u>\$ 69,530</u>

DEPARTMENT TOTAL: **\$72,030**

Electricity rates for standard are projected to increase for streetlight accounts.

This is the current lighting breakdown:

Sodium Enclosed 50W = 38 units
Sodium Enclosed 70W = 27 units
Sodium Enclosed 100W = 40 units
Sodium Enclosed 150W = 0 units
Sodium Enclosed 250W = 9 units
Sodium Enclosed 400W = 1 units
Sodium Cut Off 50W = 76 units
Sodium Cut Off 70W = 31 units
Sodium Cut Off 100W = 90 units
Sodium Cut Off 150W = 2 units
Sodium Cut Off 250W = 2 units
Sodium Cut Off 400W = 0 units
Sodium Post Top 100W = 17 units
Mercury Open 100 W = 1 unit

A majority of streetlights are enclosed.
The Town currently has 334 street lights.

ACCOUNT 10-05	PUBLIC WORKS	2023
(01-05)	Personnel Services Foreman at \$49,878.40; Equipment Operator/Driver/Laborer 1 at \$42,848; 2 at \$40,415; and 1 at \$37,669; Mechanic at \$46,965.48; P/T PW Director \$9,828	\$ 268,019
(01-10)	Overtime (Foreman/ Drivers)	\$ 15,000
(01-15)	Part-Time Employment 200 hours X \$18.00/hour	\$ 3,600
(01-40)	FICA	\$ 21,927
(05-05)	MMEHT (Health Insurance)	\$ 117,200
(05-10)	Unemployment Compensation	\$ 1,109
(05-15)	Workers Compensation	\$ 36,629
(05-20)	Travel	\$ 500
(05-25)	Mandatory Training and Conferences	\$ 1,000
(05-35)	Uniforms 6 employees (clothing; safety vests; safety gloves; steel toed boots)	\$ 1,500
(10-05)	General Supplies: Gravel \$36,000; Catch basins/parts \$6,500; Culverts including unplanned work \$7,000; Sand \$37,500; Salt \$54,200; Cold Patch \$8,000; Calcium \$500; Hay/Erosion \$1,500 & Grass Seed \$300; Traffic Signs \$1,200; Traffic/Handicap/Sidewalk Crossings Paint/Parking, etc. \$4,000; Sign Posts \$1,500; Work Zone Signs \$1,000; Office Supplies \$500; and other miscell. supplies	\$ 153,000
(10-10)	Cleaning Supplies	\$ 100
(10-15)	Gasoline	\$ 7,000
(10-20)	Diesel	\$ 14,000
(15-05)	Motor Vehicle Maintenance 5 Dump Trucks & Plows; 2 Loaders; 1961 Grader; Sweeper; 2 Sidewalk Plows; Pickups; Backhoe; Excavator; Bulk Transport; Screening Plant; Note: Equipment is older so it requires more maintenance	\$ 25,000
(15-10)	Equipment - Non Vehicle Maintenance Mower, chainsaw, shovels, rakes, tools, etc.	\$ 6,500
(15-15)	Building Maintenance Town Garage; Building Maintenance; Lighting	\$ 3,500
(20-05)	Equipment Purchase/Rental Rental of Brush Trimmer Excavator; Compactors/Rollers; Pavement Grinders; Skidsteer/Attachments, etc.	\$ 7,000
(25-05)	Contractual Snow Removal Contract (One year contract for three routes) \$104,700.75; Culvert & Catch Basin Cleaning \$16,000; Crack Sealing \$12,000; Alcohol/Drug Testing Program @ \$60.45 per test (12 tests per year); \$1200; Rentals, Rollers/Compactors, Sidewalk Sweeper, Dozer, etc. \$6,000; Grounds Maintenance Mowing \$25,000; Weed Service \$0; Tree Removal \$9,000; Stump Grinding \$9,000; and other miscell. Work	\$ 187,500
(25-30)	Advertising	\$ 150
(25-35)	Engineering	\$ 15,000
(30-05)	Electricity	\$ 3,500
(30-10)	Heating	\$ 12,000
(30-15)	Telephones; phones for trucks; 4 Pagers	\$ 1,200
(30-20)	Water and Sewer	\$ 200
(65-18)	Miscellaneous	\$ -
	DEPARTMENT TOTAL:	\$902,134

ACCOUNT 10-10	BUILDINGS AND GROUNDS	2023
(01-15)	Part-Time Employment Maintenance of Facilities is under Public Works Department including Contractual	\$ -
(01-10)	Overtime	\$ -
(01-40)	FICA	\$ -
(05-10)	Unemployment Compensation	\$ -
(05-15)	Workers Compensation	\$ -
(10-05)	General Supplies Fertilizer; Loam; Flags; Seed; Lightbulbs; Paint, Mulch & other supplies (includes replacement of all flags and spare flags)	\$ 3,500
(10-15)	Gasoline	\$ -
(15-05)	Maintenance - MV/Equipment	\$ -
(15-10)	Equipment - Non-Vehicle Maintenance	\$ 400
(15-15)	Building and Grounds Maintenance Maintenance of Industrial Park Sign on Somerset Avenue; Maintenance of Park Buildings	\$ 200
(20-05)	Equipment Replacement of planks, damaged sections of Picnic Tables, benches and waste receptacles	\$ -
(25-05)	Contractual Tree/Stump Removal moved to Highway; \$1,500 for Electrician for lighting issues; Fire Extinguishers for buildings \$400; Other Contractual Services that are needed	\$ 2,400
(30-05)	Electricity Hathorn and Mill Pond Parks, Industrial Park Sign, Municipal Parking Lots	\$ 4,944
(30-20)	Water and Sewer	\$ 90
	DEPARTMENT TOTAL:	\$11,534

ACCOUNT 10-15

CEMETERIES

2023

(01-15)	Part-Time Employment P/T Cemetery Sexton (\$18.04/hour X 1040 hours/year = \$18,762) Seasonal Work (approx. 24-30 weeks) \$29,860 Example only: 4 employees plus Sexton who starts in April and extends until early November when Cemetery closes. 1 employee at \$15.17/hour 1 employee at \$14.88/hour; and 2 employees at \$14.83/hour with 2000 hours in total for a grand total of \$29,860	\$	48,622
(01-10)	Overtime	\$	-
(01-40)	FICA	\$	3,720
(05-10)	Unemployment Compensation	\$	602
(05-15)	Workers Compensation	\$	4,896
(05-35)	Uniforms Safety Helmets with Hearing Protection Safety shoes, new rain suits	\$	350
(10-05)	General Supplies Cemetery Flags, flag holders; grass seed, mulch and fertilizer	\$	3,000
(10-15)	Gasoline	\$	1,200
(15-05)	Maintenance - Motor Vehicle	\$	800
(15-10)	Equipment - Non-Vehicle Maintenance String trimmers maintenance	\$	800
(15-15)	Building Maintenance	\$	-
(20-05)	Equipment - Purchases Shovels, sod-knives, rakes, mower blades, weed beater spools, etc. Tractor included in Capital Budget	\$	750
(25-05)	Contracts/ Rentals Flowers for the Cemetery \$800 Equipment rental for burials, if needed \$850; Rental of Equipment to lift stones \$1500; Miscell. \$550	\$	3,700
(25-10)	Print and Forms	\$	100
(25-25)	Contractual	\$	-
(25-30)	Advertising	\$	300
(30-05)	Electricity	\$	275
(30-15)	Telephones	\$	-
(30-20)	Water & Sewer	\$	120

DEPARTMENT TOTAL:

\$69,235

ACCOUNT 15-05

TRANSFER STATION

2023

(01-05)	Personnel Services	\$	124,529
	Coordinator/Safety at \$54,579; 1 Attendant at \$34,320; and 1 Truck Driver at \$35,630		
(01-10)	Overtime/Holidays	\$	3,000
(01-15)	Part-Time Employment (4 wks vacation; absences; leaves)	\$	1,500
(01-40)	FICA	\$	9,871
(05-05)	MMEHT (Health Insurance)	\$	57,232
(05-10)	Unemployment Compensation	\$	576
(05-15)	Workers Compensation	\$	7,934
(05-20)	Travel	\$	-
(05-25)	Mandatory Training & Conferences	\$	300
	3 attendants for mandatory training		
(05-30)	Memberships & Dues (MSWMRA): Alcohol/Drug Testing	\$	300
(05-35)	Uniforms (steel toed boots, coats and safety equipment)	\$	750
	3 staff X \$250 each		
(10-05)	General Supplies (brooms, shovels, office supplies, tarps, etc.)	\$	1,500
(10-20)	Diesel (275 trips X 70 miles) = 19,250 miles divided by 5 miles/gallon = 3,850 gallons X \$4.3633/gallon	\$	16,799
(15-05)	Motor Vehicle Maintenance (tires, oil changes, hoist maintenance, winch cable)	\$	8,000
(15-10)	Equipment - Non-Vehicle Maintenance	\$	2,000
	Electrical/Mechanical Repairs; Compactors; rollers; trash cans; container repairs		
(15-15)	Building Maintenance (overhead doors, electrical work, backstops; safety devices)	\$	1,500
(15-45)	Facility Upgrade (gates/fencing, wood pile, gravel roadway, etc.)	\$	-
(25-05)	Contractual	\$	237,265
	Tipping Fee Contracts/Estimated Tonnages:		
	2200 tons MSW X \$74.00/ton = \$162,800		
	360 tons Demolition Debris X \$75.00/ton = \$27,000		
	90 tons Shingles X \$75.09/ton = \$6,750		
	40 tons Special Waste X \$74.00/ton = \$2,900		
	150 tons Bulky Waste X \$74.00/ton = \$11,100		
	40 tons Tires X \$125.00/ton = \$5,000		
	300 tons Wood Chip Disposal X \$38.75/ton = \$11,625		
	3280 tons from \$38.75/ton to \$125/ton disposal = \$227,175		
	Universal Waste Program/Household Hazardous Waste Program estimated at \$3,200		
	Other Contracts		
	Removal of Freon = \$500		
	Bushhogging landfill = \$1,000		
	Leachate Disposal = \$1,500		
	Fire Extinguisher Maintenance = \$0 (See Recycling Center)		
	Mowing and Bushhogging = \$1,000		
	Portable Toilet Rental - \$1,500		
	Water Cooler Rental = \$1,390		
	Total Contractual Line = \$237,265		
(25-10)	Print & Forms	\$	100
(25-30)	Advertising	\$	100
(30-05)	Electricity	\$	3,500
(30-15)	Telephones	\$	750
(65-18)	Miscellaneous (Earth Day Buttons, Pins, Educational)	\$	-

DEPARTMENT TOTAL:

\$477,506

ACCOUNT 15-10	RECYCLING/PROCESSING FACILITY	2023
(01-05)	Personnel Services Attendant \$37,440; Assistant/Attendant \$33,280	\$ 70,720
(01-10)	Overtime	\$ 1,000
(01-40)	FICA	\$ 5,487
(05-05)	MMEHT	\$ 29,300
(05-10)	Unemployment Compensation	\$ 384
(05-15)	Workers Compensation	\$ 7,933
(05-20)	Travel	\$ -
(05-35)	Uniforms (Steel toed boots; safety vests; coats; and other safety supplies)	\$ 500
(10-05)	General Supplies (baling wire, oil, propane for forklifts, tarps, tools, welding)	\$ 1,000
(15-05)	Motor Vehicle Maintenance (Forklift service/repair, box trailer tires)	\$ 1,500
(15-10)	Equipment - Non-Vehicle Maintenance (Baler repairs, electrical, service)	\$ 1,000
(25-05)	Contractual and Rental Container Rental \$1,000 New Services to increase recycling and/or re-use	\$ 1,000
(25-10)	Printing Brochures	\$ 250
(25-30)	Advertising (events such as Earth Day, Universal Waste or HHW Day; recycling schedule changes)	\$ 150
(30-10)	Heating (Diesel; electric heat)	\$ -
(65-18)	Misc. Budget Expense (Purchase signs)	\$ -
	DEPARTMENT TOTAL:	\$120,224

ACCT. 25-05	RECREATION	2023
(01-15)	Part-Time Employment	\$ 69,303
	Seasonal Programs	
	P/T Recreation Director: \$18.90/hour X 1040 hours per year = \$19,656	
	P/T Recreation Assistant/s: \$15.12/hour X 1250 hours per year = \$18,900	
	Seasonal Positions: \$30,747	
	Pool Director: \$16.94/hr X 40 hrs/wk X 12 weeks \$8,131.20	
	(Pool Director is also a Lifeguard)	
	5 Lifeguards/Lessons: \$15.12/hr X 120 hrs/wk X 10 wks \$18,144	
	2 Attendants/Arts & Crafts: \$13.80/hr X 18 hrs/wk X 6 wks \$2,981	
	Tennis Instructor: 6 weeks at \$13.80/hr X 4 \$331.20	
	Soccer Instructor: 6 weeks at \$13.80/hr X 4 \$331.20	
	Field Hockey: 6 weeks at \$13.80/hour X 2 \$165.60	
	Cheering Camp Instructor: 6 weeks at 13.80 X 2 \$165.60	
	Baseball Camp Instructor: 6 weeks at 13.80 X 2 \$165.60	
	Basketball Camp Instructor: 6 weeks at 13.80 X 4 \$331.20	
(01-40)	FICA	\$ 5,302
(05-10)	Unemployment	\$ 776
(05-15)	Workers Compensation	\$ 4,227
(10-05)	General Supplies	\$ 8,976
	Pool Chemicals \$3,526; Pool Misc Supplies (Safety & Other) \$1,000; Arts and Craft Supplies \$300; Misc Copies/Brochures \$50; Skate Rink Liner \$500; Skate Rink Liner \$500; New Program Startup Expense 1,000 and other supplies	
(15-15)	Building Maintenance	\$ 2,500
	Pool House Maint \$750; Hathorn Park Hut Maintenance (Bathrooms/Water Repairs; Roof Repair; Garage door & Sill Replacement \$1,750)	
(25-05)	Contractual	\$ 5,850
	Field Maintenance (spray, fill, speed dry) \$750; Pool/Pool Equipment Maintenance (Sand change for 2023 Season; Pump Repair/Replace \$2,500); Myrec.com Website Contract \$2,600	
(25-30)	Advertising	\$ 350
	Hiring of Summer Help; Advertise Programs; Add New Programs	
(30-05)	Electricity	\$ 3,200
	Bathhouse/pump house; outside lighting; Hathorn Park Bldg	
(30-15)	Telephones	\$ 300
(30-20)	Water and Sewer	\$ 700
(65-18)	Miscellaneous - CPR/First Aid classes; Certified Pool Operator Training and Water Safety Training for new staff	<u>\$ 1,751</u>
	DEPARTMENT TOTAL:	\$103,235

ACCOUNT 25-15

THEATRE - CLOSED

2023

(01-05)	Personnel Services	\$	-
	F/T Position \$0	\$	-
(01-15)	Part-Time Position \$0	\$	-
(01-40)	FICA	\$	-
(05-05)	MMEHT (Health Insurance)	\$	-
(05-10)	Unemployment	\$	-
(05-15)	Workers Compensation	\$	-
(05-30)	Memberships and Dues	\$	-
(05-35)	Uniforms - work shirts	\$	-
(10-05)	General Supplies	\$	-
	Office Supplies; Light Bulbs; Paper Products;		
	Hand Soap; Garbage Bags; Garbage Cans;		
	Copies; Marque Letters; Batteries; Tickets;		
	and all Cleaning Supplies		
(10-10)	Cleaning Supplies (Part of General Supplies now)	\$	-
(10-25)	Films	\$	-
	\$250/week X 50 weeks - Spec Rev Fundraising		
(15-15)	Building Maintenance	\$	-
(20-05)	Equipment - Purchase	\$	-
(25-05)	Contractual:	\$	5,611
	Fire Extinguisher Maintenance at \$209		
	Roof Repairs \$2,500		
	Fire Alarm Testing/Inspection at \$402		
	Snow Removal Services \$2,500		
(25-15)	Concession	\$	-
	Soda \$2,160; Popcorn (kernals, oil, salt \$1,800;		
	Candy \$1,800		
(25-20)	Live Events (Christmas Party; other live events	\$	-
	Includes tickets and flyers - Spec Rev Fundraising		
(25-30)	Advertising - Posters, Weekly Ads	\$	-
(30-05)	Electricity	\$	2,154
(30-10)	Heating	\$	3,533
(30-15)	Telephones	\$	-
(30-20)	Water and Sewer	\$	299
	DEPARTMENT TOTAL:		<u>\$11,597</u>