

May 18, 2020
Monday, 6:00 p.m.

Agenda
Administrative Services Committee Meeting
ONLINE MEETING VIA ZOOM
(SEE BELOW FOR INFORMATION)

1. **Call to Order** – I call the May 18, 2020 Administrative Services Committee to order.

Please silence or turn off cell phones

1a. **Roll Call**

2. The Assessor, Travis Roy will present 3 properties to the Administrative Services Committee that have mature liens, foreclosed on and cleared by Rudman Winchell to be put up for sale.

- 1) 49 Willow Street - Barbara Bailey-Schmidt - Vacant Uninhabitable Residential - Mature Sewer Lien
- 2) Front Street - Barbara Bailey-Schmidt - Vacant land – Mature Tax Lien
- 3) 60 Jefferson Street - Ethelyn Gross/Richard Dupuis - Vacant Uninhabitable Residential - Mature Tax Lien

Resolved, The administrative Services Committee hereby approves recommending to full Council on June 1, 2020 moving forward with the Sale of the above properties- 49 Willow Street, Front Street, and 60 Jefferson Street, and authorize the city manager to take all steps necessary to complete the sale of these properties.

Roll Call Vote

3. **Adjournment- Do I have a motion to adjourn? Second?**

Roll Call Vote

The Administrative Services Committee is composed Council President David Mahan and Councilors Timothy Folster (Chair), Shirley Brissette, and Stan Peterson

May 18, 2020
Immediately following the Administrative Service Committee

Agenda
Economic Development Committee
ONLINE MEETING VIA ZOOM
(SEE BELOW FOR MORE INFORMATION)

1. **Call to Order** - I call the May 18, 2020 Economic Development Committee Meeting to order.

Please silence or turn off cell phones.

1a. **Roll Call**

2. Economic Development Director, EJ Roach will provide and update on all existing and proposed Tax Increment Financing (TIF) districts.
3. Economic Development Director, EJ Roach will provide a proposed timeline and framework for updating the Downtown Revitalization Plan
4. **Adjournment**- Do I have a motion to adjourn? Second-

Roll Call Vote

The Economic Development Committee is composed of Councilors Ketchen (Chair), May, Folster and Council President Mahan.

May 18, 2020
Immediately following the Economic Development Committee

Agenda
Finance Committee Meeting
ONLINE MEETING VIA ZOOM
(SEE BELOW FOR MORE INFORMATION)

1. **Call to Order** – I call the May 18, 2020 Finance Committee Meeting to order.

Please silence or turn off cell phones

- 1a. **Roll Call**

2. **Finance**

- 2a. Danielle Berube, Finance Director, will update the Committee on the April 2020 Financials.

- 2b. The Finance Committee will discuss with City Manager Bill Mayo and Finance Director Danielle Berube the upcoming 2020-2021 new budget.

3. **Adjournment-** Do I have a motion to adjourn? Second-

Roll Call Vote

The Finance Committee is composed of Councilors Smart (Chair), Brissette , May and Council President Mahan.

City of Old Town
FY 2019-2020 Monthly Notes
April 2020-COVID-19

Revenue

Airport – Annual billing of excise tax \$3,945

Expense Summary

Central Services – \$4,943 was spent on COVID-19 supplies

Manager –

Municipal Engineering - \$3,000 was for structural assessment of Public Works garage

Heavy Reserve - \$8,378 for plow truck, amount above lease agreement

Municipal Buildings – Repair & maintenance \$8,665 for new heating ventilation unit at Library

Parks - The Bus \$18,515 quarter payment

Fire – Equipment repairs - \$5,5865 bail out bag rope replacement after safety inspection failure

Hydrants \$85,100 quarterly payment

All Departments Revenue Summary

Department(s): 01 - 60

April to April

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
01 - General Government	15,943,121.00	199,763.64	14,802,243.64	1,140,877.36	92.84
010 - Property Taxes for General Pur	9,779,021.00	0.00	9,848,415.97	-69,394.97	100.71
4001 - Net Tax Assessment	9,779,021.00	0.00	9,959,851.88	-180,830.88	101.85
4002 - Tax Abatements	0.00	0.00	-307,059.19	307,059.19	----
4003 - Tax Supplements	0.00	0.00	273,478.46	-273,478.46	----
4004 - Council Approved Write off	0.00	0.00	-77,855.18	77,855.18	----
015 - Public Service Taxes	1,507,500.00	34,981.01	1,150,078.28	357,421.72	76.29
4050 - Motor Vehicle Excise Tax	1,475,000.00	34,399.41	1,143,139.08	331,860.92	77.50
4070 - Housing Authority PILOT	25,000.00	0.00	0.00	25,000.00	0.00
4080 - Boat Excise Tax	2,000.00	581.60	2,128.20	-128.20	106.41
4090 - Vets Excise Tax Loss	5,500.00	0.00	4,811.00	689.00	87.47
020 - Charge for Services	1,336,756.00	116,074.08	1,322,866.28	13,889.72	98.96
4540 - Tipping Fees	12,000.00	427.63	9,914.03	2,085.97	82.62
4545 - PAYT Bag Sales	110,000.00	8,200.00	102,287.50	7,712.50	92.99
4550 - JRL Tipping Fees	1,150,000.00	107,406.45	1,144,566.75	5,433.25	99.53
4555 - JRL Impact Fee	60,000.00	0.00	60,000.00	0.00	100.00
4565 - Electrical Inspection	4,756.00	40.00	6,098.00	-1,342.00	128.22
025 - License, Permits and Fees	114,570.00	9,081.00	103,181.71	11,388.29	90.06
4200 - Vehicle Registration Fee	15,000.00	522.00	22,909.00	-7,909.00	152.73
4205 - Permits	373.00	30.00	330.00	43.00	88.47
4210 - City Clerk Monthly Fees	15,000.00	1,109.00	12,927.80	2,072.20	86.19
4215 - ATV, Boat, Hunt & Fish Fees	2,000.00	23.00	1,100.00	900.00	55.00
4225 - Cable TV Franchise Fee	70,000.00	0.00	39,622.26	30,377.74	56.60
4235 - Plumbing Permit Fees	2,355.00	0.00	1,375.00	980.00	58.39
4240 - Building Permit Fees	9,842.00	7,397.00	24,917.65	-15,075.65	253.18
030 - Investment Income	52,000.00	3,459.20	144,221.75	-92,221.75	277.35
4600 - Interest on Taxes	28,000.00	1,791.35	53,390.81	-25,390.81	190.68
4610 - Investment Income	24,000.00	1,667.85	90,830.94	-66,830.94	378.46
035 - Miscellaneous Revenue	436,030.00	521.21	36,420.93	399,609.07	8.35
4735 - Lien Fees	9,000.00	256.67	9,857.80	-857.80	109.53
4760 - Community Garden Rental	0.00	20.00	160.00	-160.00	----
4770 - TIF Project Financing	247,030.00	0.00	0.00	247,030.00	0.00
4775 - Miscellaneous Revenue	124,000.00	244.54	25,773.13	98,226.87	20.78
4780 - Treasurer Revenue	56,000.00	0.00	0.00	56,000.00	0.00
4781 - YMCA Phone Reimbursement	0.00	0.00	280.00	-280.00	----
4782 - Rec. Center Phone Reimbursemen	0.00	0.00	350.00	-350.00	----
040 - Sale of Cap Assets	25,000.00	0.00	3,785.00	21,215.00	15.14
4950 - Sale of Tax Properties	25,000.00	0.00	0.00	25,000.00	0.00
4955 - Sale Of City Owned Property	0.00	0.00	3,785.00	-3,785.00	----
045 - Capital Reserve Transfers In	676,852.00	0.00	236,940.49	439,911.51	35.01
4770 - TIF Project Financing	0.00	0.00	166,210.49	-166,210.49	----
4851 - Fund Balance Transfer	200,000.00	0.00	3,800.00	196,200.00	1.90
4852 - City Facility Reserve Transfer	34,000.00	0.00	0.00	34,000.00	0.00
4853 - Heavy Equipment Transfer	265,300.00	0.00	66,930.00	198,370.00	25.23
4854 - Highway Block Grant Transfer	75,000.00	0.00	0.00	75,000.00	0.00
4855 - Economic Development Transfer	102,552.00	0.00	0.00	102,552.00	0.00
060 - Intergovernmental and Grants	2,015,392.00	35,647.14	1,956,333.23	59,058.77	97.07
4305 - JRL PILOT	350,000.00	0.00	432,224.10	-82,224.10	123.49
4310 - Homestead	365,530.00	0.00	362,710.00	2,820.00	99.23
4315 - B.E.T.E	477,000.00	0.00	477,710.00	-710.00	100.15
4320 - State Municipal Rev Sharin	792,862.00	35,609.05	658,247.47	134,614.53	83.02
4325 - Snowmobile State Reimburse	1,500.00	0.00	1,509.36	-9.36	100.62

All Departments Revenue Summary

Department(s): 01 - 60
April to April

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
01 - General Government CONT'D					
4335 - Tree Growth	18,000.00	0.00	21,120.20	-3,120.20	117.33
4345 - General Assistance Reimburse.	10,500.00	38.09	1,612.10	8,887.90	15.35
4435 - MMA Grants	0.00	0.00	1,200.00	-1,200.00	----
02 - Public Safety					
020 - Charge for Services	887,846.00	40,827.99	879,899.14	7,946.86	99.10
4520 - Emergency Vehicle Services	618,000.00	39,759.57	609,265.07	8,734.93	98.59
4525 - Fire Services	75,200.00	0.00	72,080.50	3,119.50	95.85
4530 - Police Service	3,000.00	115.00	8,983.56	-5,983.56	299.45
4535 - Ambulance Agreements	147,884.00	0.00	147,883.97	0.03	100.00
025 - License, Permits and Fees	1,800.00	55.00	747.00	1,053.00	41.50
4230 - Gun Permits	300.00	55.00	247.00	53.00	82.33
4250 - Leased Parking	1,500.00	0.00	500.00	1,000.00	33.33
035 - Miscellaneous Revenue	2,300.00	692.00	3,062.00	-762.00	133.13
4100 - Traffic Fines	1,500.00	192.00	2,312.00	-812.00	154.13
4120 - Court Fees	500.00	500.00	750.00	-250.00	150.00
4130 - Court Restitution	300.00	0.00	0.00	300.00	0.00
060 - Intergovernmental and Grants	39,662.00	206.42	37,877.04	1,784.96	95.50
4400 - Bullet Proof Vest	0.00	0.00	752.62	-752.62	----
4410 - DOJ School Officer	36,900.00	0.00	36,918.00	-18.00	100.05
4415 - Grant-Byrne JAG	2,762.00	0.00	0.00	2,762.00	0.00
4420 - Grant-Seatbelts	0.00	206.42	206.42	-206.42	----
03 - Public Works					
025 - License, Permits and Fees	44,500.00	626.19	37,718.78	6,781.22	84.76
4245 - Dump Permits	12,500.00	512.50	10,481.25	2,018.75	83.85
035 - Miscellaneous Revenue	32,000.00	113.69	15,107.53	16,892.47	47.21
4745 - Public Works Miscellaneous	5,000.00	113.69	7,287.28	-2,287.28	145.75
4750 - Cemetery Income	12,000.00	0.00	7,426.00	4,574.00	61.88
4755 - Cemetery Fund	15,000.00	0.00	0.00	15,000.00	0.00
4785 - Insurance	0.00	0.00	394.25	-394.25	----
045 - Capital Reserve Transfers In	0.00	0.00	12,130.00	-12,130.00	----
4851 - Fund Balance Transfer	0.00	0.00	12,130.00	-12,130.00	----
05 - Culture and Recreation					
020 - Charge for Services	14,300.00	166.20	9,782.99	4,517.01	68.41
4515 - Non-Res Library User Fees	2,800.00	40.00	1,690.00	1,110.00	60.36
4560 - Milford Library Fees	6,800.00	0.00	5,000.00	1,800.00	73.53
035 - Miscellaneous Revenue	4,700.00	126.20	3,092.99	1,607.01	65.81
4110 - Library Fines & Fees	3,200.00	93.40	1,897.91	1,302.09	59.31
4740 - Library Copier Sales	1,500.00	32.80	1,195.08	304.92	79.67
06 - Airport					
015 - Public Service Taxes	194,880.00	-10,206.85	787,867.24	-592,987.24	404.28
4060 - Airplane Excise Tax	0.00	3,934.49	3,893.49	-3,893.49	----
020 - Charge for Services	129,880.00	-14,141.34	181,978.15	-52,098.15	140.11
4500 - Airport Sales	47,380.00	-17,141.34	3,028.53	44,351.47	6.39
4510 - Hangar Rentals	82,500.00	3,000.00	178,949.62	-96,449.62	216.91
045 - Capital Reserve Transfers In	65,000.00	0.00	0.00	65,000.00	0.00
4850 - Airport Hanger Reserve Transfe	65,000.00	0.00	0.00	65,000.00	0.00

All Departments Revenue Summary

Department(s): 01 - 60

April to April

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
06 - Airport CONT'D					
060 - Intergovernmental and Grants	0.00	0.00	601,995.60	-601,995.60	----
4445 - Runway Improvement Grants	0.00	0.00	601,995.60	-601,995.60	----
09 - Reserve Funds					
	40,000.00	2,393.65	157,038.33	-117,038.33	392.60
030 - Investment Income	0.00	19.01	190.10	-190.10	----
4611 - Economic Development	0.00	14.25	142.50	-142.50	----
4612 - Skateboard Park	0.00	4.76	47.60	-47.60	----
035 - Miscellaneous Revenue	0.00	2,374.64	50,432.23	-50,432.23	----
4744 - Concerts in the Park	0.00	0.00	752.80	-752.80	----
4776 - Cell Tower Rental	0.00	1,074.64	10,683.80	-10,683.80	----
4777 - Riverfest	0.00	0.00	12,870.00	-12,870.00	----
4779 - Forfeitures	0.00	350.00	5,630.70	-5,630.70	----
4783 - Smoke Detectors	0.00	0.00	450.00	-450.00	----
4784 - Evidence Room	0.00	0.00	19,094.93	-19,094.93	----
4787 - Memorial Day Parade	0.00	950.00	950.00	-950.00	----
045 - Transfers in from Capital Rese	0.00	0.00	3,000.00	-3,000.00	----
4852 - City Facility Reserve	0.00	0.00	3,000.00	-3,000.00	----
060 - Intergovernmental and Grants	40,000.00	0.00	103,416.00	-63,416.00	258.54
4300 - Highway Block Grant	0.00	0.00	103,416.00	-103,416.00	----
4331 - Grant-CBDG Community Block Dev	40,000.00	0.00	0.00	40,000.00	0.00
50 - Library Trust					
	0.00	309.83	8,111.75	-8,111.75	----
035 - Miscellaneous Revenue	0.00	309.83	8,111.75	-8,111.75	----
4741 - Library Grants	0.00	103.83	6,721.90	-6,721.90	----
4742 - Memorial Books	0.00	206.00	1,389.85	-1,389.85	----
Final Totals	17,124,647.00	233,880.65	16,682,661.87	441,985.13	97.42

All Departments Expense Summary

Department(s): 01 - 60

April to April

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
01 - General Government	4,701,704.79	150,751.17	2,886,380.59	1,815,324.20	61.39
100 - Central Services Operations	1,446,632.80	52,919.31	1,201,440.48	245,192.32	83.05
10 - Wages	268,312.00	21,416.32	226,924.25	41,387.75	84.57
15 - Taxes and Benefits	284,382.25	15,952.61	313,261.79	-28,879.54	110.16
20 - Travel and Training	2,600.00	0.00	2,257.05	342.95	86.81
25 - Professional Fees and Services	52,250.00	962.16	31,369.28	20,880.72	60.04
30 - Supplies	32,589.55	5,900.85	21,100.42	11,489.13	64.75
35 - Insurances	113,550.00	1,000.00	89,348.00	24,202.00	78.69
40 - Repairs and Maintenance	500.00	0.00	0.00	500.00	0.00
45 - Utilities	2,300.00	515.62	5,087.52	-2,787.52	221.20
50 - Advertising and Outreach	15,900.00	49.11	4,327.36	11,572.64	27.22
55 - Dues and Subscriptions	1,000.00	0.00	507.00	493.00	50.70
60 - Lease and Capital Equipment	600.00	0.00	0.00	600.00	0.00
70 - Debt and Interest	672,649.00	7,122.64	507,257.81	165,391.19	75.41
110 - City Clerk	111,317.00	6,948.13	82,988.82	28,328.18	74.55
10 - Wages	76,031.00	4,460.80	50,423.95	25,607.05	66.32
15 - Taxes and Benefits	24,561.00	2,147.82	22,437.71	2,123.29	91.36
20 - Travel and Training	4,350.00	0.00	1,848.63	2,501.37	42.50
25 - Professional Fees and Services	2,000.00	17.80	3,354.03	-1,354.03	167.70
30 - Supplies	1,450.00	62.20	838.41	611.59	57.82
45 - Utilities	1,320.00	93.05	1,216.03	103.97	92.12
50 - Advertising and Outreach	1,100.00	166.46	2,533.06	-1,433.06	230.28
55 - Dues and Subscriptions	505.00	0.00	337.00	168.00	66.73
115 - Elections & Registrations	17,514.00	0.00	11,010.81	6,503.19	62.87
10 - Wages	9,948.00	0.00	5,516.25	4,431.75	55.45
15 - Taxes and Benefits	141.00	0.00	97.56	43.44	69.19
25 - Professional Fees and Services	4,100.00	0.00	2,466.19	1,633.81	60.15
30 - Supplies	600.00	0.00	1,084.10	-484.10	180.68
40 - Repairs and Maintenance	350.00	0.00	706.00	-356.00	201.71
50 - Advertising and Outreach	2,375.00	0.00	1,140.71	1,234.29	48.03
120 - City Manger	2,395,624.99	48,299.41	1,120,234.66	1,275,390.33	46.76
10 - Wages	147,649.00	10,654.52	117,558.64	30,090.36	79.62
15 - Taxes and Benefits	68,196.00	4,909.54	49,398.54	18,797.46	72.44
20 - Travel and Training	2,700.00	0.00	657.37	2,042.63	24.35
25 - Professional Fees and Services	566,325.08	18,121.21	160,428.36	405,896.72	28.33
30 - Supplies	21,156.07	917.56	7,302.42	13,853.65	34.52
45 - Utilities	2,000.00	124.00	1,664.00	336.00	83.20
50 - Advertising and Outreach	300.00	0.00	49.21	250.79	16.40
55 - Dues and Subscriptions	12,200.00	0.00	7,039.00	5,161.00	57.70
60 - Lease and Capital Equipment	1,290,990.82	13,572.58	745,744.75	545,246.07	57.77
65 - Intergovernmental and Grants	284,108.02	0.00	30,392.37	253,715.65	10.70
125 - Economic Development	254,082.00	7,828.67	73,109.52	180,972.48	28.77
10 - Wages	80,000.00	5,877.56	50,271.38	29,728.62	62.84
15 - Taxes and Benefits	0.00	883.58	7,589.84	-7,589.84	----
20 - Travel and Training	0.00	0.00	629.39	-629.39	----
25 - Professional Fees and Services	85,682.00	7.75	1,580.97	84,101.03	1.85
30 - Supplies	500.00	140.99	657.00	-157.00	131.40
45 - Utilities	0.00	44.52	352.05	-352.05	----
50 - Advertising and Outreach	47,900.00	833.12	11,457.74	36,442.26	23.92
55 - Dues and Subscriptions	0.00	41.15	571.15	-571.15	----
65 - Intergovernmental and Grants	40,000.00	0.00	0.00	40,000.00	0.00
130 - Code Enforcement	103,647.00	6,928.10	77,126.21	26,520.79	74.41
10 - Wages	69,142.00	5,315.20	56,009.60	13,132.40	81.01
15 - Taxes and Benefits	20,805.00	1,513.38	15,439.23	5,365.77	74.21

All Departments Expense Summary

Department(s): 01 - 60
April to April

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
01 - General Government CONT'D					
20 - Travel and Training	4,450.00	0.00	2,091.48	2,358.52	47.00
25 - Professional Fees and Services	7,000.00	31.40	2,467.79	4,532.21	35.25
30 - Supplies	500.00	0.00	8.00	492.00	1.60
45 - Utilities	1,100.00	68.12	1,110.11	-10.11	100.92
50 - Advertising and Outreach	350.00	0.00	0.00	350.00	0.00
55 - Dues and Subscriptions	300.00	0.00	0.00	300.00	0.00
140 - Assessor	161,194.00	9,439.44	142,900.42	18,293.58	88.65
10 - Wages	105,270.00	7,685.00	98,552.61	6,717.39	93.62
15 - Taxes and Benefits	21,824.00	1,661.72	18,208.25	3,615.75	83.43
20 - Travel and Training	3,750.00	-40.00	2,049.79	1,700.21	54.66
25 - Professional Fees and Services	26,750.00	14.60	20,990.42	5,759.58	78.47
30 - Supplies	500.00	50.00	673.37	-173.37	134.67
40 - Repairs and Maintenance	200.00	0.00	145.00	55.00	72.50
45 - Utilities	1,500.00	68.12	796.15	703.85	53.08
50 - Advertising and Outreach	500.00	0.00	524.83	-24.83	104.97
55 - Dues and Subscriptions	500.00	0.00	960.00	-460.00	192.00
60 - Lease and Capital Equipment	400.00	0.00	0.00	400.00	0.00
330 - Municipal Buildings Operations	211,693.00	18,388.11	177,569.67	34,123.33	83.88
25 - Professional Fees and Services	61,020.00	3,079.01	48,195.84	12,824.16	78.98
30 - Supplies	36,343.00	325.17	39,854.56	-3,511.56	109.66
40 - Repairs and Maintenance	70,555.00	12,011.07	64,342.55	6,212.45	91.19
45 - Utilities	43,775.00	2,972.86	25,176.72	18,598.28	57.51
02 - Public Safety	4,084,363.00	331,192.18	3,367,575.92	716,787.08	82.45
200 - Police Operations	1,703,251.00	109,731.60	1,406,595.66	296,655.34	82.58
10 - Wages	1,152,972.00	77,615.67	993,079.15	159,892.85	86.13
15 - Taxes and Benefits	361,179.00	23,627.26	263,417.62	97,761.38	72.93
20 - Travel and Training	32,500.00	43.94	26,437.38	6,062.62	81.35
25 - Professional Fees and Services	13,700.00	2,962.43	33,359.31	-19,659.31	243.50
30 - Supplies	56,000.00	1,721.96	23,850.65	32,149.35	42.59
40 - Repairs and Maintenance	36,500.00	1,667.18	42,227.58	-5,727.58	115.69
45 - Utilities	42,800.00	2,093.16	18,944.29	23,855.71	44.26
50 - Advertising and Outreach	1,400.00	0.00	1,665.50	-265.50	118.96
55 - Dues and Subscriptions	2,500.00	0.00	2,111.63	388.37	84.47
60 - Lease and Capital Equipment	3,700.00	0.00	0.00	3,700.00	0.00
65 - Intergovernmental and Grants	0.00	0.00	1,502.55	-1,502.55	----
210 - Fire Operations	1,326,305.00	149,642.27	1,049,699.16	276,605.84	79.14
10 - Wages	620,338.00	41,519.46	549,041.77	71,296.23	88.51
15 - Taxes and Benefits	209,369.00	12,820.88	143,220.72	66,148.28	68.41
20 - Travel and Training	14,000.00	73.63	19,754.83	-5,754.83	141.11
25 - Professional Fees and Services	15,100.00	1,274.50	11,241.72	3,858.28	74.45
30 - Supplies	59,500.00	542.32	12,973.76	46,526.24	21.80
40 - Repairs and Maintenance	43,500.00	6,917.67	36,032.77	7,467.23	82.83
45 - Utilities	19,100.00	2,394.28	19,764.34	-664.34	103.48
50 - Advertising and Outreach	2,500.00	0.00	828.16	1,671.84	33.13
55 - Dues and Subscriptions	1,500.00	0.00	4,542.50	-3,042.50	302.83
60 - Lease and Capital Equipment	341,398.00	84,099.53	252,298.59	89,099.41	73.90
220 - Ambulance Operations	951,707.00	63,798.41	834,741.57	116,965.43	87.71
10 - Wages	620,338.00	43,817.22	542,351.09	77,986.91	87.43
15 - Taxes and Benefits	206,369.00	13,409.73	141,244.71	65,124.29	68.44
20 - Travel and Training	26,000.00	0.00	19,945.03	6,054.97	76.71
25 - Professional Fees and Services	0.00	1,274.51	13,062.36	-13,062.36	----
30 - Supplies	39,800.00	1,773.05	59,427.06	-19,627.06	149.31
40 - Repairs and Maintenance	27,000.00	1,030.30	33,860.48	-6,860.48	125.41

All Departments Expense Summary

Department(s): 01 - 60

April to April

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
02 - Public Safety CONT'D					
45 - Utilities	17,000.00	2,493.60	21,738.34	-4,738.34	127.87
55 - Dues and Subscriptions	1,700.00	0.00	3,112.50	-1,412.50	183.09
60 - Lease and Capital Equipment	13,500.00	0.00	0.00	13,500.00	0.00
300 - Public Works Operations	103,100.00	8,019.90	76,539.53	26,560.47	74.24
40 - Repairs and Maintenance	14,000.00	0.00	6,258.67	7,741.33	44.70
60 - Lease and Capital Equipment	89,100.00	8,019.90	70,280.86	18,819.14	78.88
03 - Public Works	1,612,304.00	82,336.57	1,153,850.86	458,453.14	71.57
300 - Public Works Operations	1,612,304.00	82,336.57	1,153,850.86	458,453.14	71.57
10 - Wages	693,423.00	46,538.91	530,448.50	162,974.50	76.50
15 - Taxes and Benefits	307,865.00	19,773.94	205,687.57	102,177.43	66.81
20 - Travel and Training	2,678.00	0.00	360.00	2,318.00	13.44
25 - Professional Fees and Services	64,179.00	719.59	28,662.47	35,516.53	44.66
30 - Supplies	213,828.00	80.25	171,010.34	42,817.66	79.98
40 - Repairs and Maintenance	305,147.00	11,805.01	192,174.91	112,972.09	62.98
45 - Utilities	22,351.00	2,963.87	23,856.91	-1,505.91	106.74
50 - Advertising and Outreach	1,082.00	455.00	520.16	561.84	48.07
60 - Lease and Capital Equipment	1,751.00	0.00	1,130.00	621.00	64.53
04 - Sanitation	528,910.00	36,208.13	356,111.66	172,798.34	67.33
120 - City Manager	528,910.00	36,208.13	356,111.66	172,798.34	67.33
25 - Professional Fees and Services	528,910.00	36,208.13	356,111.66	172,798.34	67.33
05 - Culture and Recreation	670,608.52	47,486.48	448,178.66	222,429.86	66.83
310 - Park Maintenance Operations	235,172.00	18,858.08	136,721.18	98,450.82	58.14
10 - Wages	59,946.00	0.00	34,150.76	25,795.24	56.97
15 - Taxes and Benefits	4,586.00	0.00	2,612.64	1,973.36	56.97
25 - Professional Fees and Services	98,378.00	18,695.00	64,562.35	33,815.65	65.63
30 - Supplies	32,651.00	56.13	13,203.07	19,447.93	40.44
40 - Repairs and Maintenance	6,644.00	0.00	6,573.19	70.81	98.93
45 - Utilities	13,500.00	106.95	5,033.77	8,466.23	37.29
60 - Lease and Capital Equipment	19,467.00	0.00	10,585.40	8,881.60	54.38
400 - Library Operations	435,436.52	28,628.40	311,457.48	123,979.04	71.53
10 - Wages	277,934.00	19,518.39	201,769.99	76,164.01	72.60
15 - Taxes and Benefits	68,171.00	4,078.34	44,001.33	24,169.67	64.55
20 - Travel and Training	2,200.00	0.00	1,064.22	1,135.78	48.37
25 - Professional Fees and Services	10,700.00	0.00	8,297.27	2,402.73	77.54
30 - Supplies	50,981.52	2,760.84	35,769.52	15,212.00	70.16
40 - Repairs and Maintenance	500.00	0.00	170.26	329.74	34.05
45 - Utilities	24,450.00	2,270.83	20,139.89	4,310.11	82.37
55 - Dues and Subscriptions	500.00	0.00	245.00	255.00	49.00
06 - Airport	352,175.00	9,247.73	863,402.14	-511,227.14	245.16
150 - Airport Operations	352,175.00	9,247.73	863,402.14	-511,227.14	245.16
10 - Wages	94,907.00	5,907.20	69,644.88	25,262.12	73.38
15 - Taxes and Benefits	9,009.00	533.28	6,269.55	2,739.45	69.59
20 - Travel and Training	0.00	0.00	44.74	-44.74	----
25 - Professional Fees and Services	47,700.00	15.00	62,669.81	-14,969.81	131.38
30 - Supplies	650.00	939.46	6,549.48	-5,899.48	999.99
35 - Insurances	2,680.00	0.00	2,310.00	370.00	86.19
40 - Repairs and Maintenance	61,300.00	756.96	48,440.66	12,859.34	79.02
45 - Utilities	22,929.00	1,095.83	11,493.42	11,435.58	50.13
50 - Advertising and Outreach	450.00	0.00	237.50	212.50	52.78
55 - Dues and Subscriptions	550.00	0.00	110.00	440.00	20.00
60 - Lease and Capital Equipment	112,000.00	0.00	17,564.90	94,435.10	15.68
65 - Intergovernmental and Grants	0.00	0.00	638,067.20	-638,067.20	----

All Departments Expense Summary

Department(s): 01 - 60

April to April

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
07 - Education CONT'D					
07 - Education	5,401,782.00	450,148.52	4,501,485.13	900,296.87	83.33
120 - City Manager	5,401,782.00	450,148.52	4,501,485.13	900,296.87	83.33
65 - Intergovernmental and Grants	5,401,782.00	450,148.52	4,501,485.13	900,296.87	83.33
08 - County Tax					
08 - County Tax	657,253.00	0.00	657,253.00	0.00	100.00
120 - City Manager	657,253.00	0.00	657,253.00	0.00	100.00
65 - Intergovernmental and Grants	657,253.00	0.00	657,253.00	0.00	100.00
09 - Reserve Funds					
09 - Reserve Funds	0.00	6,205.41	307,277.75	-307,277.75	----
525 - TIF Financing Plan	0.00	0.00	173,946.94	-173,946.94	----
65 - Intergovernmental and Grants	0.00	0.00	173,946.94	-173,946.94	----
529 - City Facility & Infrastructure	0.00	0.00	66,930.00	-66,930.00	----
65 - Intergovernmental and Grants	0.00	0.00	66,930.00	-66,930.00	----
530 - Community Festival	0.00	250.00	26,662.43	-26,662.43	----
30 - Supplies	0.00	250.00	26,662.43	-26,662.43	----
534 - Memorial Day Parade	0.00	0.00	1,738.20	-1,738.20	----
30 - Supplies	0.00	0.00	1,738.20	-1,738.20	----
540 - Forfeitures - D.A.R.E	0.00	55.41	3,031.59	-3,031.59	----
30 - Supplies	0.00	55.41	3,031.59	-3,031.59	----
541 - Police Evidence	0.00	5,900.00	17,375.19	-17,375.19	----
30 - Supplies	0.00	5,900.00	17,375.19	-17,375.19	----
545 - Garford	0.00	0.00	17,593.40	-17,593.40	----
30 - Supplies	0.00	0.00	17,593.40	-17,593.40	----
50 - Library Trust					
50 - Library Trust	0.00	1,000.00	14,711.02	-14,711.02	----
550 - Library Grants	0.00	0.00	1,754.99	-1,754.99	----
30 - Supplies	0.00	0.00	1,754.99	-1,754.99	----
551 - Memorial Books	0.00	0.00	1,439.69	-1,439.69	----
30 - Supplies	0.00	0.00	1,439.69	-1,439.69	----
553 - O.T. Pub Lib Endowment Fund	0.00	1,000.00	11,516.34	-11,516.34	----
30 - Supplies	0.00	1,000.00	11,516.34	-11,516.34	----
Final Totals	18,009,100.31	1,114,576.19	14,556,226.73	3,452,873.58	80.83

All Departments Revenue Summary

Department(s): 80 - 80

April to April

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
80 - Proprietary Funds	1,879,444.00	306,838.48	1,059,344.31	820,099.69	56.36
020 - Charge for Services	788,400.00	303,703.83	968,834.59	-180,434.59	122.89
4570 - Old Town User Fees	715,400.00	306,121.11	933,254.62	-217,854.62	130.45
4571 - Milford User Fees	73,000.00	0.00	47,159.04	25,840.96	64.60
4572 - User Fee Abatements	0.00	-2,417.28	-9,961.04	9,961.04	---
4573 - Council Approved Write off	0.00	0.00	-1,618.03	1,618.03	---
030 - Investment Income	5,000.00	406.31	11,093.77	-6,093.77	221.88
4610 - Investment Income	5,000.00	406.31	11,093.77	-6,093.77	221.88
035 - Miscellaneous Revenue	15,900.00	2,728.34	19,415.95	-3,515.95	122.11
4205 - Permits	100.00	0.00	40.00	60.00	40.00
4601 - Interest on User Fees	6,000.00	834.55	7,194.46	-1,194.46	119.91
4735 - Lien Fees	7,000.00	1,893.79	8,216.49	-1,216.49	117.38
4775 - Miscellaneous Revenues	2,800.00	0.00	3,965.00	-1,165.00	141.61
045 - Capital Reserve Transfers In	1,070,144.00	0.00	60,000.00	1,010,144.00	5.61
4851 - Fund Balance Transfer	0.00	0.00	60,000.00	-60,000.00	---
4925 - Plant & Equipment Replace Rese	85,000.00	0.00	0.00	85,000.00	0.00
4926 - Collection System Reserve	160,000.00	0.00	0.00	160,000.00	0.00
4927 - Debt Redemption Reserve	559,600.00	0.00	0.00	559,600.00	0.00
4928 - Short Lived Assets Reserve	84,716.00	0.00	0.00	84,716.00	0.00
4929 - Pollution Fund Balance Transf.	180,828.00	0.00	0.00	180,828.00	0.00
Final Totals	1,879,444.00	306,838.48	1,059,344.31	820,099.69	56.36

All Departments Expense Summary

Department(s): 80 - 80

April to April

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
80 - Proprietary Funds	2,942,180.41	56,297.07	1,421,278.77	1,520,901.64	48.31
800 - Pollution	2,942,180.41	56,297.07	1,421,278.77	1,520,901.64	48.31
80 - Administration	657,678.00	33,642.56	407,913.57	249,764.43	62.02
5000 - Full Time Salaries and Wages	294,641.00	20,516.96	220,097.96	74,543.04	74.70
5010 - Overtime Salaries and Wages	15,830.00	271.68	9,945.45	5,884.55	62.83
5020 - Part Time Salaries and Wages	44,627.00	2,107.72	29,156.45	15,470.55	65.33
5100 - FICA	26,948.00	1,660.40	19,573.47	7,374.53	72.63
5110 - Health/Life/Disability	89,441.00	5,179.02	49,194.06	40,246.94	55.00
5120 - Retirement	29,541.00	1,806.47	19,724.68	9,816.32	66.77
5125 - Workers Compensation	12,000.00	0.00	6,146.00	5,854.00	51.22
5130 - Drug Testing	0.00	0.00	99.00	-99.00	----
5200 - Travel Expense	1,500.00	0.00	351.70	1,148.30	23.45
5220 - Training & Materials	2,500.00	0.00	985.00	1,515.00	39.40
5300 - Other Contractual Services	65,000.00	0.00	371.50	64,628.50	0.57
5310 - Postage	3,000.00	719.88	6,576.80	-3,576.80	219.23
5315 - Lien Collection Costs	5,500.00	617.00	5,595.00	-95.00	101.73
5330 - Legal Fees	2,500.00	0.00	0.00	2,500.00	0.00
5335 - Software License Fees	3,000.00	0.00	894.04	2,105.96	29.80
5340 - Audit Services	5,600.00	0.00	0.00	5,600.00	0.00
5500 - Office Supplies	3,700.00	44.98	1,718.30	1,981.70	46.44
5565 - Clothing	1,800.00	0.00	1,137.94	662.06	63.22
5640 - Miscellaneous Supplies	1,000.00	0.00	67.60	932.40	6.76
5700 - Property Insurance	10,000.00	0.00	20,246.00	-10,246.00	202.46
5710 - Fleet & Inland Marine	6,500.00	0.00	3,179.00	3,321.00	48.91
5715 - General Liability	6,000.00	0.00	2,685.00	3,315.00	44.75
5830 - Equipment Repair & Maint.	5,000.00	0.00	631.32	4,368.68	12.63
5840 - Vehicle Repairs & Maint.	9,800.00	168.33	4,295.09	5,504.91	43.83
6050 - Printing & Binding	5,000.00	550.12	1,886.25	3,113.75	37.73
6060 - Advertising	750.00	0.00	0.00	750.00	0.00
6155 - Dues and Subscriptions	1,500.00	0.00	1,489.00	11.00	99.27
6160 - License Fees	5,000.00	0.00	1,866.96	3,133.04	37.34
82 - Maintenance	126,000.00	8,911.44	74,667.93	51,332.07	59.26
5300 - Other Contractual Services	26,500.00	0.00	4,013.02	22,486.98	15.14
5635 - Tile & Pipe	25,000.00	0.00	5,896.29	19,103.71	23.59
5640 - Miscellaneous Supplies	2,000.00	0.00	378.07	1,621.93	18.90
5645 - Public Safety Supplies	1,500.00	0.00	841.76	658.24	56.12
5830 - Equipment Repair & Maint.	27,500.00	0.00	16,067.31	11,432.69	58.43
5950 - Telephone	4,000.00	508.30	3,923.94	76.06	98.10
5951 - Water	0.00	231.92	611.24	-611.24	----
5955 - Electric	24,000.00	7,529.62	39,559.14	-15,559.14	164.83
5960 - Heating Oil	5,500.00	641.60	2,177.16	3,322.84	39.58
6400 - Other Capital Outlay	10,000.00	0.00	1,200.00	8,800.00	12.00
84 - Waste Treatment Facility	206,500.00	9,537.91	99,402.84	107,097.16	48.14
5300 - Other Contractual Services	10,000.00	420.49	5,878.56	4,121.44	58.79
5329 - Laboratory Supplies	8,000.00	0.00	8,635.65	-635.65	107.95
5510 - Janitorial Supplies	2,500.00	267.39	1,735.21	764.79	69.41
5545 - Bio Medical and Surgical	4,000.00	854.06	2,238.50	1,761.50	55.96
5625 - Chemicals	20,000.00	3,366.00	8,444.25	11,555.75	42.22
5640 - Miscellaneous Supplies	1,000.00	7.00	1,244.30	-244.30	124.43
5800 - Building Repair & Maint.	500.00	0.00	1,118.31	-618.31	223.66
5830 - Equipment Repair & Maint.	15,000.00	452.27	8,337.00	6,663.00	55.58
5950 - Telephone	5,500.00	454.14	3,471.91	2,028.09	63.13
5951 - Water	0.00	626.32	1,963.48	-1,963.48	----
5955 - Electric	70,000.00	0.00	24,528.45	45,471.55	35.04

All Departments Expense Summary

Department(s): 80 - 80
April to April

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
80 - Proprietary Funds CONT'D					
5960 - Heating Oil	20,000.00	3,090.24	19,523.21	476.79	97.62
6400 - Other Capital Outlay	50,000.00	0.00	12,284.01	37,715.99	24.57
86 - Sludge Disposal	59,950.00	4,205.16	42,290.77	17,659.23	70.54
5328 - Sludge Disposal	55,000.00	3,720.60	39,403.79	15,596.21	71.64
5830 - Equipment Repair & Maint.	1,500.00	0.00	305.00	1,195.00	20.33
5950 - Telephone	750.00	35.60	354.36	395.64	47.25
5955 - Electric	1,200.00	448.96	1,825.65	-625.65	152.14
5960 - Heating Oil	1,500.00	0.00	401.97	1,098.03	26.80
87 - Captial Equipment	1,332,452.41	0.00	264,110.63	1,068,341.78	19.82
5333 - Engineering	5,000.00	0.00	0.00	5,000.00	0.00
5430 - GIS Mapping System	20,000.00	0.00	0.00	20,000.00	0.00
6600 - Short Lived Assets	84,716.00	0.00	0.00	84,716.00	0.00
6605 - Pick Up Truck	31,188.00	0.00	0.00	31,188.00	0.00
6611 - Backhoe	25,000.00	0.00	0.00	25,000.00	0.00
6615 - Flusher Truck	25,000.00	0.00	0.00	25,000.00	0.00
6621 - I & I Study	59,754.95	0.00	0.00	59,754.95	0.00
6622 - Line Repair	90,000.00	0.00	0.00	90,000.00	0.00
6623 - TV Collection System	55,347.50	0.00	0.00	55,347.50	0.00
6625 - Headworks Pump	5,000.00	0.00	0.00	5,000.00	0.00
6626 - Headworks Inventory	10,000.00	0.00	0.00	10,000.00	0.00
6630 - Pump Station Engineering	16,667.91	0.00	31,798.59	-15,130.68	190.78
6631 - Pump Station Rebuild	0.00	0.00	2,300.00	-2,300.00	----
6635 - Computer System	6,500.00	0.00	0.00	6,500.00	0.00
6640 - Interceptor Cleaning	47,718.00	0.00	2,117.92	45,600.08	4.44
6642 - Manhole Repairs	40,243.96	0.00	2,535.31	37,708.65	6.30
6645 - CSO Flowmeter	20,000.00	0.00	0.00	20,000.00	0.00
6646 - CSO Master Plan Update	0.00	0.00	187.00	-187.00	----
6650 - RBC Replacement	230,316.09	0.00	37,890.00	192,426.09	16.45
6652 - Stillwater Bridge	500,000.00	0.00	0.00	500,000.00	0.00
6653 - Stillwater and Elm Street Proj	60,000.00	0.00	187,281.81	-127,281.81	312.14
88 - Depreciation and Interest	559,600.00	0.00	532,893.03	26,706.97	95.23
7300 - Principal	408,500.00	0.00	407,350.13	1,149.87	99.72
7310 - Interest	151,100.00	0.00	125,542.90	25,557.10	83.09
Final Totals	2,942,180.41	56,297.07	1,421,278.77	1,520,901.64	48.31

Attachment 1

QUOTATION



WHITE SIGN
TRAFFIC CONTROL PRODUCTS

P.O. Box 261
45 Dempsey-Greaves Lane
Stillwater, ME 04489

Phone: 207-827-5802
800-479-6193
Fax: 207-827-3774

Date: 5/18/2020

TO: Old Town Public Works

Attention: Travis Roy

Fax:

Project:

Quantity	Description of Materials	Unit Price	U/M	Extended Price
1	Wanco WVTMM-M 71"x48" Full Matrix Display Solar (130w) 2 4D AGM Sealed Batteries, 5 Year Warranty 2" ball mount	13500.00	ea.	13500.00
1	Digital 4G Modem	706.00	ea.	706.00
1	Radar	900.00	ea.	900.00
1	1 Year Wanco Standard 4G Cellular Service	200.00	ea.	200.00
1	Freight	700.00	ea.	700.00
TOTAL				16006.00

Freight: F.O.B Stillwater, Maine unless otherwise noted.

Payment Terms: NET 30

5.5% Sales Tax will apply where applicable.

Comments:

Respectfully Submitted,
WHITE SIGN

per _____
Jeff Moran, Sales

Prices are subject to acceptance within 60 days from date of quote. Thereafter, prices are subject to change without notice.
Changes in quantities could effect prices. All prices quotations are subject to readjustment or cancellation until formally
accepted. If freight rates increase, we will increase freight amounts accordingly.

Monday May 18, 2020
immediately following Finance Committee Meeting.

Agenda
Special Council Meeting
ONLINE MEETING VIA ZOOM
(SEE BELOW FOR MORE INFORMATION)

I. Call to Order

Please turn off or silence cell phones

II. Flag Salute

III. Roll Call

IV. Approval of the Minutes

May 4, 2020 Regular Council Meeting Minutes

Roll Call Vote

V. Petitions, Communications, and Citizens' Requests

VI. Reports

A. Council President

**Standing Committees – Finance, Public, Administrative &
Economic Services; Landfill, Legislative, Sewer, Airport & Housing sub-
committees**

B. City Councilors

C. City Attorney

D. Special Committees

E. City Manager

VII. Consent Agenda

VIII. Public Hearings and Second Reading of Ordinances

IX. Old Business

1. The Old Town City Council will consider removing a tabled item from last Council Meeting in regard to drainage and road improvements on 2800 linear feet of the Penny Road in the amount of \$175,325.00.

Suggested motion: Resolved, The Old Town City Council hereby removes the item regarding drainage and road improvements on 2800 linear feet of the Penny Road in the amount of \$175,325.00.

Councilor Smart

Roll Call Vote

2. The Old Town City Council will consider drainage and road improvements on 2800 linear feet of the Penny Road in the amount of \$175,325.00.

Suggested motion: Resolved, the Old Town City Council hereby approves drainage and road improvements to the Penny Road in accordance with City Ordinance Chapter 17, table 17-36(B)(1), in the amount of \$175,325.00 as recommended by the Finance Committee. Funding will come from the anticipated TIF revenue account 30-3000-00, as established by the Great Works TF district pursuant to title 30-A M.R.S.A. Chapter 206 §5221-5235.

Councilor Smart

Roll Call Vote

X. New Business

1. The City Council will consider the renewal of a Malt, Spirituous & Vinous Liquor License for Kyle Lemieux, d/b/a OTO (Outta the Ordinary), 296 Main Street.

Suggested motion: Resolved, The City Council hereby approves the renewal of a Malt, Spirituous & Vinous Liquor License for Kyle Lemieux, d/b/a OTO (Outta the Ordinary), 296 Main Street, pending final inspection form Code Enforcement officer David Russell.

Councilor Folster

Roll Call Vote

XI. Adjournment

Roll Call

You are invited to a Zoom webinar.

When: May 18, 2020 06:00 PM Eastern Time (US and Canada)

Topic: Old Town City Council Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83463569992>

Or iPhone one-tap :

US: +16465588656,,83463569992# or +13017158592,,83463569992#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799

Webinar ID: 834 6356 9992

International numbers available: <https://us02web.zoom.us/u/kbanKLw8Zb>

"PUBLIC COMMENT: With the shift to remote meetings, we have modified how we receive public comments. At this time, the Old Town City Council is accepting written public comment in place of in-person participation. Written public comments must be e-mailed to City Administrator at OldTownInfo@old-town.org, or mailed to: Public Comment 265 Main St. Old Town, ME 04468. Public Comment received by 12:00 PM on the date of the Council meeting will be provided to the City Council in advance of the meeting and will become a part of the permanent record of the meetings. If e-mailing, please note "Public Comment" and the meeting date in the Subject field."
