

**Town of Wells**  
**FY 2024**  
**Municipal Budget Proposal**

# Section One



## Budget Overview



To: Select Board  
Budget Committee

From: Michael W. Pardue, Town Manager  
Jodie Sanborn, Finance Director

Subj: FY23-24 Proposed Budget Summary

Date: January 17, 2023

We are pleased to present to you the proposed FY23-24 Annual Budget for the Town of Wells. Included within this year's budget materials is the following:

1. Budget history, proposed gross expenses, revenues and net budget
2. The FY23-24 **LDI cap amount**
3. Proposed staffing changes
4. Contractually required and recognized increases
5. Capital items & debt service
6. Other topics

This budget was developed with the philosophy of providing services to the level necessary to meet the needs and expectations of our community, particularly in the areas of public safety and public services. During the formulation of this budget proposal, personnel remained cost-conscious, while working to meet the increasing needs and expectations of our citizens.

A full summary listing of the **General Fund Budget** can be found in within this tab; detail for all accounts are presented within specific organizational tabs. The offered format provides for two columns. These columns are titled: Dept Head Proposed and Town Manager Proposed. The FY23-24 Dept Head Proposed column reflects certain amounts requested by Department Heads. The FY23-24 Town Manager Proposed column reflects budget the budget recommended by the Town Manager and Finance Director. The recommendations follow numerous meetings and conversations with **Department Heads**. For the coming year, the net operational increase in the Town Manager proposed column is **9.56%**.

To arrive at the net operational percentage increases presented, budgeted non-property tax revenues, use of surplus, use of reserve funds, use of enterprise or grant funds and exposures to surplus are deducted from the gross operational budget. Total of all projected revenues for FY23-24 are expected to increase 2.86% over the current fiscal year. The total of the budgeted non-property tax revenues can be found in this tab in summary on page 17 and in detail within department budgets. The total of **projected non-property tax revenues** are projected to increase by **16.6%** with the following items having significant increases:

Auto Excise	6.5%
Town Agent Fee for Vehicle Registration	15.4%
Interest Earned	50.0%
Revenue Sharing	42.9%
Police Fines	25.0%
Building Permits	14.3%
Base Fees	75.0%
Transfer Station Disposal Sticker	100.0%
Trash Bags	120.0%
Demolition Disposal	67.1%

### Budget Summary

The budget comparison below outlines budget totals for FY23-24 to be discussed in detail during our budget meetings.

	Final FY20-21	Final FY21-22	Final FY22-23	As Presented FY23-24
Gross General Fund Budget	\$23,175,036	\$23,576,522	\$26,565,271	\$28,207,456
Salaries & Benefits	\$9,551,038	\$9,563,715	\$10,092,364	\$10,831,143
Operating Expenses	\$6,786,954	\$6,580,185	\$7,112,026	\$7,703,711
Revenue & Use of General Fund Balance	\$11,520,943	\$11,091,234	\$13,392,539	\$13,775,139
Capital Vehicles, Equipment & Projects	\$5,153,570	\$5,786,600	\$8,072,911	\$7,027,274
Net Budget	\$11,654,093	\$12,485,288	\$13,172,732	\$14,432,317
% Net Budget Increase	9.24%	7.13%	5.51%	9.56%
New Bond Debt Authorized		\$4,000,000 Infrastructure Bond	\$2,250,000 Infrastructure Bond	

*As in past years, the budget has been divided into three major categories: operational, capital and staffing. For in-depth information about the staffing and capital budget, please see specific organizational tabs.*

### FY23-24 LD1 Cap Amount

The submitted budget and supporting data in the following pages falls within the municipal cap (LD1), and therefore, no separate over-the-cap warrant article is needed. For FY23-24, the

property growth factor has been determined to be 2.89%, (new gross real and personal property growth) while the “Average Personal Income Growth” has been calculated to be 4.31%, for a total growth factor of 7.20%. This equates to an estimated allowable net increase to the LD1 ceiling of \$1,231,313. The recommended net budget of \$14,432,317 is under the calculated cap. Please see the supporting documentation in this tab for the detailed calculation of the LD1 cap.

### **Staffing Changes**

As the demand for enhanced community services continues to increase, as do the expectations of citizens, there is a need to strengthen some areas of staffing. This budget as presented provides for one part-time position for Assessing Assistant converting to a full-time employee, and refunding a full-time Deputy Town Clerk-Office Manager that has been unfunded since July 2020. There is also an increase of three hours for one part-time position for Library Assistant from twenty-seven to thirty hours. This budget includes funding for 12 full-time positions as indicated below.

- Code Enforcement – One Code Enforcement Officer for full-time
- Dispatch – Two Dispatchers for full-time (budget reflects starting one in July and one in January)
- Fire – Assistant Chief for full-time
- Fire – Six firefighter/paramedic for full-time (budget reflects \$202,000 need from taxation for anticipated additional overtime, holiday pay, equipment and training for the new staff while \$655,302 is anticipated to come from obtaining a SAFER grant that will cover base salary and benefits)
- Police – Two Police Officers for full-time (budget reflects starting one in July and one in January)

### **Contractually Required and Recognized Increases**

Currently all four union contracts are up for re-negotiation. Department salary budgets remain current except for longevity/step increases.

The shared health insurance contribution varies between bargaining units and non-union employees. The overall budgeted increase for health insurance is 5.0% based on market increases.

Other major recognized increases (=>\$5,000):

- Activity Center – Operating supplies
- All Buildings – Electricity, heating, water, and sewer costs
- Ambulance – Quarterly payment
- Dispatch – PSAP services and radio console
- Employee Benefits - Unemployment
- Facilities Management – Town landscaping/winter services
- Finance – Audit services
- Fire – Apparatus leases, computer/software, turnout gear and hydrant rental
- General Government – Building (line for Town Hall)
- Harbor – Pier maintenance
- Information Center – Other services and charges (annual support)
- Insurance – Property and casualty insurance
- IT Infrastructure – Logically contract for managed services and software licensing fees
- Parks and Rec – Operating supplies
- Police – Vehicle replacement and traffic light repair and maintenance

- Public Works – Repair/maintenance equipment, agreements/contracts, tree removal, storm repair, fuel and lubricants, tech updates-mechanic, hired equip/operators for snow/ice removal, line striping, grading and salt
- Transfer Station – trash bag purchases, brush removal, demo disposal, MSW (trash) disposal, single source/recycling disposal, paper disposal, metal disposal and electronic/light bulb disposal
- Town Manager – Legal services

### **Unassigned General Fund Balance**

The Unassigned General Fund Balance available after applying the Town’s Fund Balance Policy is approximately \$1,400,000 at June 30, 2022. These funds are redistributed in the capital budget.

### **Capital Items**

This year’s capital budget is designed to address building and building improvements, conservation, vehicles, technology, infrastructure, equipment, and other projects.

The following summarizes the major (>= \$25,000) assets and projects to be discussed:

- Code Enforcement – Purchase of two vehicles (currently leased by the Town)
- Conservation – Landbank funding
- Fire - Future Fire Truck Purchase
- Fire – Portable Radios
- Harbor - Floats
- Harbor – Future Dredge
- Police and Dispatch – Software
- Public Works – Equipment Replacement
- Public Works – Fleet Maintenance & Asset Management Program
- Public Works – Infrastructure Program
- Public Works - Paving
- Recreation – Tennis Court Future Replacement
- Town Manager – IT Projects and Hardware
- WEMS – Ambulance
- WEMS – Major Medical Devices

### **Recreation Enterprise**

The Recreation Enterprise consists of the recreation programs and before/aftercare. They are part of a special enterprise (fee-for-service) account and is not in the current budget.

### **Beach Enterprise**

The Beach Enterprise consists of beach stickers and parking enforcement, lifeguards, beach cleaning, trash disposal and piping plover management. It is part of a special enterprise (fee-for-service) account and is not in the current budget.

If we can provide any additional information or assistance before the first meeting on **Wednesday, January 18<sup>th</sup> at 5:00 p.m. in the Littlefield Meeting Room**, please let us know. Further supplemental information may be distributed during the meetings.

Please be prepared to discuss and vote on the budgets being presented in the schedule provided.

Thank you for your time and review of the proposed budget and we look forward to the upcoming sessions to make the final determinations on the budget.

### **FY23-24 BUDGET SCHEDULE**

The budget meetings to review the proposed FY23-24 Budget will be held in the Littlefield Meeting Room in the Town Hall on the following dates:

Meeting #1	Wednesday, January 18	5:00 pm - 7:00 pm
Meeting #2	Wednesday, January 25	5:00 pm - 7:00 pm
Meeting #3	Wednesday, February 1	5:00 pm - 7:00 pm
Meeting #4	Wednesday, February 8	5:00 pm - 7:00 pm
Meeting #5	Wednesday, February 15	5:00 pm - 7:00 pm
<i>If needed:</i>		
Meeting #6	Wednesday, February 22	5:00 pm - 7:00 pm
Meeting #7	Wednesday, March 1	5:00 pm - 7:00 pm

Budget meetings are open to the public and can be viewed in person at the Town Hall, on Cable TV channel 3, or online (live and archived for viewing anytime) at [www.townhallstreams.com](http://www.townhallstreams.com).

The information provided in the budget book (budget schedule, backup information, etc.) can be viewed online at: <https://www.wellstown.org/802/Budget>

**Proposed Budget Summary - Town Manager Review**

ARTICLE	ARTICLE DESCRIPTION	FY 23 PROPOSED AMOUNT	TAXES	OTHER REVENUE / PASS THRU	SURPLUS	RESERVES	USE OF GRANT FUNDS	EXPOSE FROM SURPLUS
ARTICLE 3	ESTIMATED REVENUE	\$ 7,006,196		\$ 7,006,196				
ARTICLE 4	PASS THROUGH ACCOUNTS	\$ 852,500		\$ 852,500				
ARTICLE 5	SALARIES AND BENEFITS	\$ 10,831,143	\$ 10,831,143					
ARTICLE 6	OPERATIONS	\$ 7,703,711	\$ 7,703,711					
ARTICLE 7	POTENTIAL EMPLOYEE RELATED EXPENSES	\$ 40,000						\$ 40,000
ARTICLE 8	POTENTIAL TOWN LIABILITIES	\$ 300,000						\$ 300,000
ARTICLE 9	CAPITAL IMPROVEMENT PLAN	\$ 3,571,880	\$ 2,151,133		\$ 1,400,000	\$ 20,747		
ARTICLE 10	CAPITAL EXPENDITURES	\$ 3,455,394				\$ 3,455,394		
ARTICLE 11	EXPENDITURES FROM SPECIFIC CIP FUNDS							
ARTICLE 12	GENERAL ASSISTANCE	\$ 45,000						\$ 45,000
ARTICLE 13	TOWN CLERK'S COMPENSATION	\$ 79,244	\$ 79,244					
ARTICLE 14	ASSESSING - PT ASSESSING CLERK TO FT	\$ 28,712	\$ 28,712					
ARTICLE 15	LIBRARY - LIBRARY ASSISTANT TO 30 HRS	\$ 3,720	\$ 3,720					
ARTICLE 16	CODE - CODE ENFORCEMENT OFFICER	\$ 78,771	\$ 78,771					
ARTICLE 17	DISPATCH - TWO DISPATCHERS	\$ 110,774	\$ 110,774					
ARTICLE 18	FIRE - ASSISTANT CHIEF	\$ 126,557	\$ 126,557					
ARTICLE 19	FIRE - SIX ADDITIONAL FIRE FIGHTERS	\$ 857,302	\$ 202,000				\$ 655,302	
ARTICLE 20	POLICE - TWO PATROL OFFICERS	\$ 122,748	\$ 122,748					
	TOTAL MUNICIPAL BUDGET	\$ 28,207,456						
	Subtotals of Revenue		\$ 21,438,513	\$ 7,858,696	\$ 1,400,000	\$ 3,476,141	\$ 655,302	\$ 385,000
	Less Revenue & Pass Through	\$ (7,858,696)						
	Less Surplus	\$ (1,400,000)						
	Less Reserves	\$ (3,476,141)						
	Less Use of Revenue	\$ -						
	Less Use of Enterprise Funds	\$ (655,302)						
	Less Exposed Surplus	\$ (385,000)						
	Balance to be Raised by Taxation	\$ 14,432,317						

## FY 24 TAX RATE INFORMATION AND PROJECTIONS - TM REVEIW

<b>TOTAL ESTIMATED TOWN TAXES</b>			<b>Est. Tax Rate</b>			
Proposed Municipal FY 24	\$	14,432,317		\$	4.11	
Estimated County Tax FY 24	\$	1,907,175		\$	0.54	
Estimated School Budget FY 24	\$	21,464,360		\$	6.12	
Estimated Overlay Budget FY 24	\$	800,000		\$	0.23	
Total Estimated Tax Revenue FY 24	\$	38,603,851		\$	11.00	
<b>COMPARATIVE TAX RATES</b>		<b>EST. FY 24</b>	<b>% Change</b>	<b>FY 23</b>	<b>FY 22</b>	<b>FY 21</b>
<b>TOWN</b>	\$	4.11	9.73%	3.75	3.69	3.50
<b>COUNTY</b>	\$	0.54	2.60%	0.53	0.53	0.54
<b>SCHOOL</b>	\$	6.12	2.51%	5.97	6.23	6.20
<b>OVERLAY</b>	\$	0.23	8.62%	0.21	0.07	0.24
<b>TOTAL</b>	\$	11.00	5.13%	10.46	10.52	10.48
		<b>FY 20</b>	<b>FY 19</b>	<b>FY 18</b>	<b>FY 17</b>	<b>FY 16</b>
<b>TOWN</b>		3.27	3.29	3.08	3.08	3.00
<b>COUNTY</b>		0.53	0.53	0.55	0.55	0.54
<b>SCHOOL</b>		6.24	6.25	6.23	6.17	6.04
<b>OVERLAY</b>		0.38	0.25	0.30	0.26	0.37
<b>TOTAL</b>		10.42	10.32	10.16	10.06	9.95
<b>VALUATIONS</b>						
<b>Projected Valuation FY 24</b>		3,507,318,799	1.0%			
<b>Actual Valuation FY 23</b>		3,472,592,870	2.7%			
<b>Actual Valuation FY 22</b>		3,382,800,634	3.3%			
<b>Actual Valuation FY 21</b>		3,275,941,562	1.2%			
<b>Actual Valuation FY 20</b>		3,238,015,584	2.0%			
<b>Actual Valuation FY 19</b>		3,174,708,336	2.3%			
<b>Actual Valuation FY 18</b>		3,103,810,973	2.0%			
<b>Actual Valuation FY 17</b>		3,042,534,224	1.4%			
<b>Actual Valuation FY 16</b>		3,001,040,603	1.7%			
<b>Actual Valuation FY 15</b>		2,951,308,116	2.1%			
<b>Actual Valuation FY 14</b>		2,890,663,097	-4.9%	<b>REVALUATION YEAR</b>		
<b>Actual Valuation FY 13</b>		3,039,040,053	1.1%			

**Proposed Budget Summary - Department Head Review**

ARTICLE	ARTICLE DESCRIPTION	FY 23 PROPOSED AMOUNT	TAXES	OTHER REVENUE / PASS THRU	SURPLUS	RESERVES	USE OF GRANT FUNDS	EXPENSE FROM SURPLUS
ARTICLE 3	ESTIMATED REVENUE	\$ 7,006,196		\$ 7,006,196				
ARTICLE 4	PASS THROUGH ACCOUNTS	\$ 852,500		\$ 852,500				
ARTICLE 5	SALARIES AND BENEFITS	\$ 10,831,143	\$ 10,831,143					
ARTICLE 6	OPERATIONS	\$ 7,703,711	\$ 7,703,711					
ARTICLE 7	POTENTIAL EMPLOYEE RELATED EXPENSES	\$ 40,000						\$ 40,000
ARTICLE 8	POTENTIAL TOWN LIABILITIES	\$ 300,000						\$ 300,000
ARTICLE 9	CAPITAL IMPROVEMENT PLAN	\$ 4,045,880	\$ 2,625,133		\$ 1,400,000	\$ 20,747		
ARTICLE 10	CAPITAL EXPENDITURES	\$ 3,809,394				\$ 3,809,394		
ARTICLE 11	EXPENDITURES FROM SPECIFIC CIP FUNDS							
ARTICLE 12	GENERAL ASSISTANCE	\$ 45,000						\$ 45,000
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ARTICLE 14	ASSESSING - PT ASSESSING CLERK TO FT	\$ 28,712	\$ 28,712					
ARTICLE 15	LIBRARY - LIBRARY ASSISTANT TO 30 HRS	\$ 3,720	\$ 3,720					
ARTICLE 16	CODE - CODE ENFORCEMENT OFFICER	\$ 78,771	\$ 78,771					
ARTICLE 17	DISPATCH - TWO DISPATCHERS	\$ 110,774	\$ 110,774					
ARTICLE 18	FIRE - ASSISTANT CHIEF	\$ 126,557	\$ 126,557					
ARTICLE 19	FIRE - SIX ADDITIONAL FIRE FIGHTERS	\$ 857,302	\$ 202,000				\$ 655,302	
ARTICLE 20	POLICE - TWO PATROL OFFICERS	\$ 122,748	\$ 122,748					
	TOTAL MUNICIPAL BUDGET	\$ 29,035,456						
	Subtotals of Revenue		\$ 21,912,513	\$ 7,858,696	\$ 1,400,000	\$ 3,830,141	\$ 655,302	\$ 385,000
	Less Revenue & Pass Through	\$ (7,858,696)						
	Less Surplus	\$ (1,400,000)						
	Less Reserves	\$ (3,830,141)						
	Less Use of Revenue	\$ -						
	Less Use of Enterprise Funds	\$ (655,302)						
	Less Exposed Surplus	\$ (385,000)						
	Balance to be Raised by Taxation	\$ 14,906,317						

## FY 24 TAX RATE INFORMATION AND PROJECTIONS - DH REVIEW

<b>TOTAL ESTIMATED TOWN TAXES</b>			<b>Est. Tax Rate</b>			
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Estimated County Tax FY 24	\$	1,907,175		\$	0.54	
Estimated School Budget FY 24	\$	21,464,360		\$	6.12	
Estimated Overlay Budget FY 24	\$	800,000		\$	0.23	
Total Estimated Tax Revenue FY 24	\$	39,077,851		\$	11.14	
<b>COMPARATIVE TAX RATES</b>						
		<b>EST. FY 24</b>	<b>% Change</b>	<b>FY 23</b>	<b>FY 22</b>	<b>FY 21</b>
<b>TOWN</b>	\$	4.25	13.33%	3.75	3.69	3.50
<b>COUNTY</b>	\$	0.54	2.60%	0.53	0.53	0.54
<b>SCHOOL</b>	\$	6.12	2.51%	5.97	6.23	6.20
<b>OVERLAY</b>	\$	0.23	8.62%	0.21	0.07	0.24
<b>TOTAL</b>	\$	11.14	6.52%	10.46	10.52	10.48
		<b>FY 20</b>	<b>FY 19</b>	<b>FY 18</b>	<b>FY 17</b>	<b>FY 16</b>
<b>TOWN</b>		3.27	3.29	3.08	3.08	3.00
<b>COUNTY</b>		0.53	0.53	0.55	0.55	0.54
<b>SCHOOL</b>		6.24	6.25	6.23	6.17	6.04
<b>OVERLAY</b>		0.38	0.25	0.30	0.26	0.37
<b>TOTAL</b>		10.42	10.32	10.16	10.06	9.95
<b>VALUATIONS</b>						
<b>Projected Valuation FY 24</b>		3,507,318,799	1.0%			
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<b>Actual Valuation FY 15</b>		2,951,308,116	2.1%			
<b>Actual Valuation FY 14</b>		2,890,663,097	-4.9%	<b>REVALUATION YEAR</b>		
<b>Actual Valuation FY 13</b>		3,039,040,053	1.1%			

**CIP FUNDING PROGRAM**

	EXISTING FUND	Balance 1/13/2023	Town Manager Proposed	Town Manager Appropriate	Town Manager Proposed From				
					Taxes	Undistributed Budget	Reserves	Use of Revenues	Enterprise Funds
<b><u>Buildings and Building Improvements</u></b>									
Code - 1710 House Preservation	0906	21,625.91	20,000.00	41,000.00	20,000.00				
Code - Town Hall Site Plan & Drainage	0817	123,075.65		70,000.00					
<b>Sub Total- Building Improvements</b>			<b>20,000.00</b>	<b>111,000.00</b>	<b>20,000.00</b>	-	-	-	-
<b><u>Conservation</u></b>									
Conservation - Land Acquisition + Maint.	0705	443,779.41	200,000.00	88,000.00	200,000.00				
<b>Sub Total- Conservation</b>			<b>200,000.00</b>	<b>88,000.00</b>	<b>200,000.00</b>	-	-	-	-
<b><u>Vehicles</u></b>									
Assessing - Vehicle Purchase	0827	39,961.85	9,019.00	12,342.00	9,019.00				
Code - Vehicle Purchase	0827	39,961.85		33,411.00					
Fire - Fire Truck Replacement	0703	227,324.58	125,000.00		125,000.00				
WEMS - Ambulance	0715	336,634.07	292,000.00	292,000.00	292,000.00				
<b>Sub Total- Vehicles</b>			<b>426,019.00</b>	<b>337,753.00</b>	<b>426,019.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b><u>Technology Plan</u></b>									
Police and Dispatch - Software	0845	50,000.00	50,000.00		50,000.00				
Planning - GIS Updates and Maintenance	0830	12,806.90	20,000.00	20,000.00	20,000.00				
Public Works - Fleet Maintenance & Asset Management	New	0.00	25,000.00	25,000.00	25,000.00				
Town Manager - IT Projects & Hardware	0740	253,057.63	319,150.00	438,150.00	319,150.00				
<b>Sub Total- Technology Plan</b>			<b>414,150.00</b>	<b>483,150.00</b>	<b>414,150.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b><u>Infrastructure</u></b>									
Harbor - Floats	0013	40,712.61	30,000.00	70,000.00	30,000.00				
Public Works - Paving/Culverts& Bridges	0723	1,573,135.70	1,300,000.00	1,300,000.00		1,300,000.00			
Public Works - Infrastructure Program	0708	1,385,212.78	300,000.00	300,000.00	200,000.00	100,000.00			
Parks and Recreation - Activity Center Parking Lot	0729	3,780.00	10,220.00	14,000.00	10,220.00				
Parks and Recreation - Rec Park Reseal & Lining	0732	5,000.00	19,000.00	24,000.00	19,000.00				
Parks and Recreation - Tennis Court	0510	100,000.00	100,000.00		100,000.00				
<b>Sub Total- Infrastructure</b>			<b>1,759,220.00</b>	<b>1,708,000.00</b>	<b>359,220.00</b>	<b>1,400,000.00</b>	-	-	-
<b><u>Equipment</u></b>									
Public Works - Equipment Replacement	0701	902,116.06	500,000.00	500,000.00	500,000.00				
Fire - Portable Radios	0734	105,372.68	80,491.00	80,491.00	59,744.00		20,747.00		
Harbor - Outboard Motor	0946	5,000.00	12,000.00	17,000.00	12,000.00				
Town Clerk - Voting Machine	0736	14,612.78	19,000.00		19,000.00				
WEMS - Major Medical Devices	0735	26,485.68	50,000.00	50,000.00	50,000.00				
<b>Sub Total- Equipment</b>			<b>661,491.00</b>	<b>647,491.00</b>	<b>640,744.00</b>	<b>0.00</b>	<b>20,747.00</b>	<b>0.00</b>	<b>0.00</b>

**CIP FUNDING PROGRAM**

	EXISTING FUND	Balance 12/7/2022	Department Head Proposed	Department Head Appropriate	Town Manager Proposed From				
					Taxes	Undistributed Budget	Reserves	Use of Revenues	Enterprise Funds
<b>Other</b>									
Harbor - Future Dredge Funding	0805	151,695.92	60,000.00	60,000.00	60,000.00				
Planning - Comp Plan Update and Implementation	0739	87,780.72	20,000.00	20,000.00	20,000.00				
Public Works - Facilities Needs Study	0818	11,000.00	11,000.00		11,000.00				
<b>Sub Total - Other</b>			<b>91,000.00</b>	<b>80,000.00</b>	<b>91,000.00</b>	-	-	-	-
<b>Grand Total</b>			<b>3,571,880.00</b>	<b>3,455,394.00</b>	<b>2,151,133.00</b>	<b>1,400,000.00</b>	<b>20,747.00</b>	<b>0.00</b>	<b>0.00</b>
<b>FY 2023 Totals</b>			<b>3,531,070.00</b>	<b>4,541,841.00</b>	<b>1,856,467.00</b>	<b>1,300,000.00</b>	<b>312,942.00</b>	-	<b>61,661.00</b>
Difference			40,810.00	(1,086,447.00)	294,666.00	100,000.00	(292,195.00)	-	(61,661.00)

**CIP FUNDING PROGRAM**

	EXISTING FUND	Balance 1/13/2023	Department Head Proposed	Department Head Appropriate	Department Head Proposed From				
					Taxes	Undistributed Budget	Reserves	Use of Revenues	Enterprise Funds
<b><u>Buildings and Building Improvements</u></b>									
Code - 1710 House Preservation	0906	21,625.91	55,000.00	75,000.00	55,000.00				
Code - Town Hall Site Plan & Drainage	0817	123,075.65		70,000.00					
Public Works - Generator	New	0.00	170,000.00	170,000.00	170,000.00				
<b>Sub Total- Building Improvements</b>			<b>225,000.00</b>	<b>315,000.00</b>	<b>225,000.00</b>	-	-	-	-
<b><u>Conservation</u></b>									
Conservation - Land Acquisition + Maint.	0705	443,779.41	200,000.00	88,000.00	200,000.00				
<b>Sub Total- Conservation</b>			<b>200,000.00</b>	<b>88,000.00</b>	<b>200,000.00</b>	-	-	-	-
<b><u>Vehicles</u></b>									
Assessing - Vehicle Purchase	0827	39,961.85	9,019.00	12,342.00	9,019.00				
Code - Vehicle Purchase	0827	39,961.85		33,411.00					
Fire - Fire Truck Replacement	0703	227,324.58	125,000.00		125,000.00				
WEMS - Ambulance	0715	336,634.07	292,000.00	292,000.00	292,000.00				
<b>Sub Total- Vehicles</b>			<b>426,019.00</b>	<b>337,753.00</b>	<b>426,019.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b><u>Technology Plan</u></b>									
Police and Dispatch - Software	0845	50,000.00	50,000.00		50,000.00				
Planning - GIS Updates and Maintenance	0830	12,806.90	20,000.00	20,000.00	20,000.00				
Public Works - Fleet Maintenance & Asset Management	New	0.00	25,000.00	25,000.00	25,000.00				
Public Works - Fuel System Upgrade	New	0.00	50,000.00	50,000.00	50,000.00				
Town Manager - IT Projects & Hardware	0740	253,057.63	438,150.00	438,150.00	438,150.00				
<b>Sub Total- Technology Plan</b>			<b>583,150.00</b>	<b>533,150.00</b>	<b>583,150.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b><u>Infrastructure</u></b>									
Harbor - Floats	0013	40,712.61	30,000.00	70,000.00	30,000.00				
Public Works - Paving/Culverts& Bridges	0723	1,573,135.70	1,400,000.00	1,400,000.00		1,400,000.00			
Public Works - Infrastructure Program	0708	1,385,212.78	300,000.00	300,000.00	300,000.00				
Parks and Recreation - Activity Center Parking Lot	0729	3,780.00	10,220.00	14,000.00	10,220.00				
Parks and Recreation - Rec Park Reseal & Lining	0732	5,000.00	19,000.00	24,000.00	19,000.00				
Parks and Recreation - Tennis Court	0510	100,000.00	100,000.00		100,000.00				
<b>Sub Total- Infrastrucure</b>			<b>1,859,220.00</b>	<b>1,808,000.00</b>	<b>459,220.00</b>	<b>1,400,000.00</b>	-	-	-
<b><u>Equipment</u></b>									
Public Works - Equipment Replacement	0701	902,116.06	500,000.00	500,000.00	500,000.00				
Fire - Portable Radios	0734	105,372.68	80,491.00	80,491.00	59,744.00		20,747.00		
Harbor - Outboard Motor	0946	5,000.00	12,000.00	17,000.00	12,000.00				
Town Clerk - Voting Machine	0736	14,612.78	19,000.00		19,000.00				
WEMS - Major Medical Devices	0735	26,485.68	50,000.00	50,000.00	50,000.00				
<b>Sub Total- Equipment</b>			<b>661,491.00</b>	<b>647,491.00</b>	<b>640,744.00</b>	<b>0.00</b>	<b>20,747.00</b>	<b>0.00</b>	<b>0.00</b>

**CIP FUNDING PROGRAM**

	EXISTING FUND	Balance 12/7/2022	Department Head Proposed	Department Head Appropriate	Department Head Proposed From				
					Taxes	Undistributed Budget	Reserves	Use of Revenues	Enterprise Funds
<b>Other</b>									
Harbor - Future Dredge Funding	0805	151,695.92	60,000.00	60,000.00	60,000.00				
Planning - Comp Plan Update and Implementation	0739	87,780.72	20,000.00	20,000.00	20,000.00				
Public Works - Facilities Needs Study	0818	11,000.00	11,000.00		11,000.00				
<b>Sub Total - Other</b>			<b>91,000.00</b>	<b>80,000.00</b>	<b>91,000.00</b>	-	-	-	-
<b>Grand Total</b>			<b>4,045,880.00</b>	<b>3,809,394.00</b>	<b>2,625,133.00</b>	<b>1,400,000.00</b>	<b>20,747.00</b>	<b>0.00</b>	<b>0.00</b>
<b>FY 2023 Totals</b>			<b>3,531,070.00</b>	<b>4,541,841.00</b>	<b>1,856,467.00</b>	<b>1,300,000.00</b>	<b>312,942.00</b>	-	<b>61,661.00</b>
Difference			514,810.00	(732,447.00)	768,666.00	100,000.00	(292,195.00)	-	(61,661.00)

## 2023 MUNICIPAL PROPERTY TAX LEVY LIMIT WORKSHEET

Municipality: \_\_\_\_\_ Contact Person\*: \_\_\_\_\_ Phone Number: \_\_\_\_\_

\* The Contact Person should be able to answer clarifying questions about the reported information.

The following two pages show how to calculate your municipality's property tax levy limit. Completing these pages is not mandatory, but doing so will help ensure that your municipality complies with Maine law on the rate of property tax increases. Information on new property, appropriations, and deductions should be collected from the assessor and the valuation book before completing these pages.

**Calendar Year Municipalities** - For communities with "calendar year" budgets, the use of the term 2022 refers to the budget year that ended at the end of 2022 or early 2023. The use of the term 2023 refers to the budget year that will end at the end of 2022 or in early 2024.

**Fiscal Year Municipalities** - For communities with "fiscal year" budgets, the use of the term 2022 refers to the July 1, 2022 to June 30, 2023 budget year. The use of the term 2023 refers to the July 1, 2023 to June 30, 2024 budget year.

### LAST YEAR'S (2022) MUNICIPAL PROPERTY TAX LEVY LIMIT

This is the portion of 2022 property tax revenue used for municipal services.

- If last year the municipality committed LESS THAN or EQUAL TO the limit, enter last year's **limit** on Line 1 below.
- If last year the municipality voted to EXCEED the limit ONCE (just last year), enter last year's **limit** on Line 1 below.

1. **LAST YEAR'S MUNICIPAL PROPERTY TAX LEVY LIMIT** \$13,434,832

**OR**

- If last year the municipality voted to INCREASE the limit PERMANENTLY, complete Steps A-D below. The information needed for this calculation is on the *Municipal Tax Assessment Warrant*, filed in the Valuation Book.

**A.** Last year's Municipal Appropriations (2022 *Municipal Tax Assessment Warrant*) \$0

**B.** Last year's Total Deductions (2022 *Municipal Tax Assessment Warrant*) \$0

**C.** If necessary, enter any revenue included in Total Deductions that paid for non-municipal appropriations, such as schools. (If all deductions paid for municipal appropriations, enter "0".) \$0

**D.** Add Lines A and C, and subtract Line B. Enter result on Line 1 above.

### CALCULATE GROWTH LIMITATION FACTOR

- Each municipality's Growth Limitation Factor is based on local property growth and statewide income growth.

2. Total New Taxable Value of lots (splits), buildings, building improvements, and personal property first taxed on April 1, 2022 (or most recent year available) \$100,389,192

3. Total Taxable Value of Municipality on April 1, 2022 (or most recent year available) \$3,472,592,870

4. Property Growth Factor (Line 2 divided by Line 3) 0.0289

5. Income Growth Factor (provided by the Department of Administrative & Financial Services) 0.0431

6. Growth Limitation Factor (Line 4 plus Line 5) 0.0720

7. Add 1 to the Growth Limitation Factor calculated in Line 6. 1.0720  
(For example, if Line 6 is 0.0362, then enter 1.0362 on Line 7.)

2023 MUNICIPAL PROPERTY TAX LEVY LIMIT WORKSHEET

2023 MUNICIPAL PROPERTY TAX LEVY LIMIT WORKSHEET

**CALCULATE 2022-2023 CHANGE IN REVENUE SHARING (previously "NET NEW STATE FUNDS")**

- Determine if revenue sharing increased or decreased. Years refer to municipal fiscal year.
- 8. 2022 Municipal Revenue Sharing \$789,005
- 9. 2023 Estimated Municipal Revenue Sharing \$525,000
- 10. If Line 8 is greater than Line 9, then calculate Line 8 minus Line 9. Enter result at right; skip Line 11 \$264,005
- 11. If Line 9 is greater than Line 8, then complete 11A & 11B below.
  - A. Multiply Line 8 by Line 7. \$
  - B. Calculate Line 9 minus Line 11A. If result is negative, enter "0". \$

**CALCULATE THIS YEAR'S (2023) MUNICIPAL PROPERTY TAX LEVY LIMIT**

- This year's Property Tax Levy Limit is last year's limit increased by the Growth Factor and adjusted for revenue sharing.
- 12 Apply Growth Limitation Factor to last year's limit. (Line 1 multiplied by Line 7) \$14,402,140
- 13 **THIS YEAR'S MUNICIPAL PROPERTY TAX LEVY LIMIT**
- If Line 9 is greater than Line 8 (revenue sharing increased), you MUST subtract Line 11B from Line 12. This is required.
- OR If Line 9 is less than Line 8 (revenue sharing decreased), you MAY add Line 10 to Line 12. This is optional.
- Enter result at right. \$14,666,145

**CALCULATE THIS YEAR'S (2023) MUNICIPAL PROPERTY TAX LEVY**

- The information needed for this calculation is on the 2023 *Municipal Tax Assessment Warrant*, filed in the Valuation Book. Use estimates if necessary.
- A. This year's Municipal Appropriations (2023 *Municipal Tax Assessment Warrant*) \$
- B. This year's Total Deductions (2023 *Municipal Tax Assessment Warrant*) \$
- C. If necessary, enter any revenue included in Total Deductions that paid for non-municipal appropriations, such as schools. (If all deductions paid for municipal appropriations, enter "0".) \$
- 14 **THIS YEAR'S MUNICIPAL PROPERTY TAX LEVY** (Add Lines A and C, and subtract Line B) \$

15 COMPARE this year's MUNICIPAL PROPERTY TAX LEVY to the LIMIT (Line 13 minus Line 14) \$  
 (If the result is **negative**, then this year's municipal property tax levy is greater than the limit and a vote must be taken.)

16 Did the municipality vote to EXCEED the limit ONCE (just this year)?  NO  YES  
 (Voting to exceed the limit means the municipality will calculate next year's limit based on line 13.)

If "yes", please describe why:  
 \_\_\_\_\_  
 \_\_\_\_\_

17 Did the municipality vote to INCREASE the limit PERMANENTLY (for current and future years)?  NO  YES  
 (Voting to increase the limit means the municipality will calculate next year's limit based on line 14.)

If "yes", please describe why:  
 \_\_\_\_\_  
 \_\_\_\_\_

2023 MUNICIPAL PROPERTY TAX LEVY LIMIT WORKSHEET

TOWN OF WELLS					
PROPOSED BUDGET VS LD-1					
TM REVIEW					
FY 24					
		<u>FY 24</u>	<u>FY 23</u>	<u>VAR</u>	<u>%</u>
					<u>CHANGE</u>
SALARIES & BENEFITS	\$	10,831,143	\$ 10,092,364	\$ 738,779	7.32%
OPERATING EXPENSES	\$	7,703,711	\$ 7,112,026	\$ 591,685	8.32%
WARRANT ARTICLES	\$	2,645,328	\$ 1,287,970	\$ 1,357,358	105.39%
CIP	\$	7,027,274	\$ 8,072,911	\$ (1,045,637)	-12.95%
TOTAL FUNDED BY TAXES	\$	28,207,456	\$ 26,565,271	\$ 1,642,185	6.18%
LESS REVENUE	\$	13,775,139	\$ 13,392,539	\$ 382,600	2.86%
NET	\$	14,432,317	\$ 13,172,732	\$ 1,259,585	9.56%
LD-1	\$	14,666,145	\$ 13,434,832	\$ 1,231,313	9.17%
OVER /(UNDER) LD-1	\$	(233,828)	\$ (262,100)	\$ 28,272	
<b><u>OTHER KEY DATA</u></b>					
		<u>FY 24</u>	<u>FY 23</u>	<u>VAR</u>	<u>%</u>
<b>CIP</b>					<u>CHANGE</u>
	PROPOSED(ADDITIONS)	\$ 3,571,880	\$ 3,531,070	\$ 40,810	1.16%
	APPROPRIATED( SPENDING)	\$ 3,455,394	\$ 4,541,841	\$ (1,086,447)	-23.92%
<b><u>SURPLUS/EXPOSED FROM SURPLUS/RESERVES USAGE</u></b>					
	SURPLUS	\$ 1,400,000	\$ 1,300,000	\$ 100,000	7.69%
	EXPOSE FROM SURPLUS	\$ 385,000	\$ 360,000	\$ 25,000	6.94%
	RESERVES	\$ 3,476,141	\$ 4,854,783	\$ (1,378,642)	-28.40%
	TOTALS	\$ 5,261,141	\$ 6,514,783	\$ (1,253,642)	-19.24%
	<b>PROPOSED MUNICIPAL TAX RATE</b>	\$ 4.11	\$ 3.75	\$ 0.36	9.73%
	<b>PROPOSED OVERALL TAX RATE</b>	\$ 11.00	\$ 10.46	\$ 0.54	5.13%

BUDGET LINE ITEM SUMMARY										
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>SUMMARY FOR ALL DEPARTMENTS</b>										
REVENUES	\$ 5,680,036	\$ 6,316,610	\$ 6,792,697	\$ 6,008,851	\$ 3,668,977	\$ 7,006,196	\$ 7,006,196	\$ 997,345	16.6%	
SALARY & BENEFITS	\$ 8,690,712	\$ 8,943,149	\$ 9,561,601	\$ 10,167,834	\$ 5,219,587	\$ 10,910,387	\$ 10,910,387	\$ 742,553	7.3%	
OPERATIONS	\$ 5,195,166	\$ 6,176,550	\$ 6,655,407	\$ 7,472,026	\$ 4,373,120	\$ 8,088,711	\$ 8,088,711	\$ 616,685	8.3%	
<b>TOTALS</b>	<b>\$ 8,205,842</b>	<b>\$ 8,803,089</b>	<b>\$ 9,424,311</b>	<b>\$ 11,631,009</b>	<b>\$ 5,923,731</b>	<b>\$ 11,992,902</b>	<b>\$ 11,992,902</b>	<b>\$ 361,893</b>	<b>3.1%</b>	

<b>DEPARTMENT REVENUE SUMMARY</b>										
TOWN CLERK	\$ 78,523	\$ 79,541	\$ 85,053	\$ 79,600	\$ 19,486	\$ 79,400	\$ 79,400	\$ (200)	-0.3%	
FINANCE	\$ 4,282,959	\$ 4,911,347	\$ 5,138,901	\$ 4,638,056	\$ 2,925,678	\$ 5,096,438	\$ 5,096,438	\$ 458,382	9.9%	
POLICE	\$ 187,388	\$ 61,241	\$ 149,386	\$ 157,400	\$ 114,133	\$ 163,600	\$ 163,600	\$ 6,200	3.9%	
FIRE	\$ (1,841)	\$ 918	\$ 346	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
DISPATCH	\$ 100,000	\$ 105,000	\$ 110,000	\$ 115,000	\$ 57,500	\$ 120,000	\$ 120,000	\$ 5,000	4.3%	
PLANNING	\$ 20,747	\$ 16,793	\$ 33,030	\$ 18,200	\$ 13,450	\$ 22,900	\$ 22,900	\$ 4,700	25.8%	
CODE ENFORCEMENT	\$ 238,238	\$ 325,836	\$ 372,999	\$ 249,500	\$ 148,065	\$ 299,000	\$ 299,000	\$ 49,500	19.8%	
PUBLIC WORKS	\$ 1,627	\$ 2,520	\$ 916	\$ -	\$ 692	\$ 1,000	\$ 1,000	\$ 1,000	100.0%	
LOCAL ROADS REIMBURSEMENT	\$ 207,204	\$ 196,368	\$ 210,956	\$ 200,000	\$ -	\$ 205,000	\$ 205,000	\$ 5,000	2.5%	
TRANSFER STATION	\$ 415,104	\$ 506,328	\$ 535,473	\$ 454,000	\$ 294,860	\$ 903,000	\$ 903,000	\$ 449,000	98.9%	
HARBOR	\$ 89,199	\$ 56,970	\$ 122,455	\$ 91,145	\$ 91,044	\$ 108,858	\$ 108,858	\$ 17,713	19.4%	
LIBRARY	\$ 8,560	\$ 3,673	\$ 8,181	\$ 5,950	\$ 4,069	\$ 7,000	\$ 7,000	\$ 1,050	17.6%	
TRANSPORTATION CENTER	\$ 2,328	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
FIXED CHARGES	\$ 50,000	\$ 50,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
<b>SUBTOTAL REVENUES</b>	<b>\$ 5,680,036</b>	<b>\$ 6,316,610</b>	<b>\$ 6,792,697</b>	<b>\$ 6,008,851</b>	<b>\$ 3,668,977</b>	<b>\$ 7,006,196</b>	<b>\$ 7,006,196</b>	<b>\$ 997,345</b>	<b>16.6%</b>	

<b>DEPARTMENT SALARY &amp; BENEFITS SUMMARY</b>										
TOWN CLERK	\$ 320,763	\$ 303,986	\$ 258,137	\$ 297,172	\$ 154,734	\$ 389,466	\$ 389,466	\$ 92,294	31.1%	
FINANCE	\$ 572,417	\$ 576,873	\$ 678,168	\$ 584,304	\$ 305,239	\$ 585,036	\$ 585,036	\$ 732	0.1%	
ASSESSING	\$ 243,993	\$ 265,135	\$ 288,372	\$ 303,663	\$ 156,751	\$ 327,815	\$ 327,815	\$ 24,152	8.0%	
TOWN MANAGER	\$ 302,269	\$ 303,473	\$ 313,306	\$ 321,394	\$ 180,800	\$ 371,841	\$ 371,841	\$ 50,447	15.7%	
SELECTBOARD	\$ 5,000	\$ 5,000	\$ 5,383	\$ 5,385	\$ 5,383	\$ 8,074	\$ 8,074	\$ 2,689	49.9%	
POLICE	\$ 2,658,373	\$ 2,626,068	\$ 2,809,738	\$ 3,054,381	\$ 1,537,573	\$ 3,136,041	\$ 3,136,041	\$ 81,660	2.7%	
FIRE	\$ 1,331,342	\$ 1,335,669	\$ 1,519,482	\$ 1,630,927	\$ 884,922	\$ 1,654,888	\$ 1,654,888	\$ 23,961	1.5%	
DISPATCH	\$ 556,274	\$ 620,680	\$ 664,054	\$ 718,305	\$ 387,681	\$ 741,893	\$ 741,893	\$ 23,588	3.3%	
PLANNING	\$ 196,121	\$ 212,621	\$ 221,776	\$ 230,651	\$ 121,849	\$ 239,060	\$ 239,060	\$ 8,409	3.6%	
EMA (CIVIL DEFENSE)	\$ -	\$ -	\$ -	\$ 1,076	\$ -	\$ 5,383	\$ 5,383	\$ 4,307	400.3%	
CODE ENFORCEMENT	\$ 404,410	\$ 416,034	\$ 431,707	\$ 482,721	\$ 236,573	\$ 481,675	\$ 481,675	\$ (1,046)	-0.2%	
PUBLIC WORKS	\$ 789,552	\$ 898,512	\$ 921,452	\$ 1,014,119	\$ 469,134	\$ 1,015,263	\$ 1,015,263	\$ 1,144	0.1%	
TRANSFER STATION	\$ 211,502	\$ 208,806	\$ 222,464	\$ 238,442	\$ 119,348	\$ 250,777	\$ 250,777	\$ 12,335	5.2%	
CABLE TV STUDIO	\$ 4,545	\$ 2,750	\$ 5,694	\$ 6,675	\$ 3,542	\$ 7,536	\$ 7,536	\$ 861	12.9%	
PARKS AND RECREATION	\$ 354,051	\$ 352,713	\$ 378,722	\$ 389,277	\$ 204,525	\$ 385,790	\$ 385,790	\$ (3,487)	-0.9%	
HARBOR	\$ 110,142	\$ 113,448	\$ 170,325	\$ 126,650	\$ 69,519	\$ 131,142	\$ 131,142	\$ 4,492	3.5%	
FACILITIES MANAGEMENT	\$ 80,472	\$ 92,993	\$ 96,326	\$ 143,219	\$ 74,060	\$ 144,879	\$ 144,879	\$ 1,660	1.2%	
LIBRARY	\$ 447,532	\$ 447,993	\$ 498,954	\$ 499,912	\$ 266,234	\$ 537,964	\$ 537,964	\$ 38,052	7.6%	
ANIMAL CONTROL	\$ 66,443	\$ 71,891	\$ 31,162	\$ 83,524	\$ 22,866	\$ 67,246	\$ 67,246	\$ (16,278)	-19.5%	
TRANSPORTATION CENTER	\$ 34,427	\$ 36,414	\$ 36,623	\$ 35,341	\$ 18,856	\$ 35,941	\$ 35,941	\$ 600	1.7%	
UNION/NON UNION SALARY	\$ 1,085	\$ 52,088	\$ 9,758	\$ 696	\$ -	\$ 392,677	\$ 392,677	\$ 391,981	56319.1%	
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 8,690,712</b>	<b>\$ 8,943,149</b>	<b>\$ 9,561,601</b>	<b>\$ 10,167,834</b>	<b>\$ 5,219,587</b>	<b>\$ 10,910,387</b>	<b>\$ 10,910,387</b>	<b>\$ 742,553</b>	<b>7.3%</b>	

TOWN OF WELLS						
PROPOSED BUDGET VS LD-1						
DH REVIEW						
FY 24						
		<u>FY 24</u>	<u>FY 23</u>	<u>VAR</u>	<u>%</u>	
					<u>CHANGE</u>	
SALARIES & BENEFITS	\$	10,831,143	\$ 10,092,364	\$ 738,779	7.32%	
OPERATING EXPENSES	\$	7,703,711	\$ 7,112,026	\$ 591,685	8.32%	
WARRANT ARTICLES	\$	2,645,328	\$ 1,287,970	\$ 1,357,358	105.39%	
CIP	\$	7,855,274	\$ 8,072,911	\$ (217,637)	-2.70%	
TOTAL FUNDED BY TAXES	\$	29,035,456	\$ 26,565,271	\$ 2,470,185	9.30%	
LESS REVENUE	\$	14,129,139	\$ 13,392,539	\$ 736,600	5.50%	
NET	\$	14,906,317	\$ 13,172,732	\$ 1,733,585	13.16%	
LD-1	\$	14,666,145	\$ 13,434,832	\$ 1,231,313	9.17%	
OVER /(UNDER) LD-1	\$	240,172	\$ (262,100)	\$ 502,272		
<b><u>OTHER KEY DATA</u></b>						
		<u>FY 24</u>	<u>FY 23</u>	<u>VAR</u>	<u>%</u>	
<u>CIP</u>					<u>CHANGE</u>	
	PROPOSED(ADDITIONS)	\$ 4,045,880	\$ 3,531,070	\$ 514,810	14.58%	
	APPROPRIATED( SPENDING)	\$ 3,809,394	\$ 4,541,841	\$ (732,447)	-16.13%	
<b><u>SURPLUS/EXPOSED FROM SURPLUS/RESERVES USAGE</u></b>						
	SURPLUS	\$ 1,400,000	\$ 1,300,000	\$ 100,000	7.69%	
	EXPOSE FROM SURPLUS	\$ 385,000	\$ 360,000	\$ 25,000	6.94%	
	RESERVES	\$ 3,830,141	\$ 4,854,783	\$ (1,024,642)	-21.11%	
	TOTALS	\$ 5,615,141	\$ 6,514,783	\$ (899,642)	-13.81%	
	<b>PROPOSED MUNICIPAL TAX RATE</b>	\$ 4.25	\$ 3.75	\$ 0.50	13.33%	
	<b>PROPOSED OVERALL TAX RATE</b>	\$ 11.14	\$ 10.46	\$ 0.68	6.52%	

BUDGET LINE ITEM SUMMARY										
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>DEPARTMENT OPERATIONS SUMMARY</b>										
TOWN CLERK	\$ 25,203	\$ 12,827	\$ 19,837	\$ 27,050	\$ 9,159	\$ 26,740	\$ 26,740	\$ (310)	-1.1%	
FINANCE	\$ 100,404	\$ 56,378	\$ 152,749	\$ 199,280	\$ 71,320	\$ 205,020	\$ 205,020	\$ 5,740	2.9%	
ASSESSING	\$ 12,984	\$ 10,995	\$ 11,846	\$ 14,300	\$ 8,826	\$ 14,800	\$ 14,800	\$ 500	3.5%	
TOWN MANAGER	\$ 178,220	\$ 183,231	\$ 221,885	\$ 193,300	\$ 95,498	\$ 204,300	\$ 204,300	\$ 11,000	5.7%	
SELECTBOARD	\$ 870	\$ 5,044	\$ -	\$ 7,500	\$ 652	\$ 5,000	\$ 5,000	\$ (2,500)	-33.3%	
GENERAL GOVERNMENT	\$ 114,928	\$ 100,676	\$ 66,412	\$ 71,900	\$ 29,919	\$ 73,500	\$ 73,500	\$ 1,600	2.2%	
CONSERVATION COMMISSION	\$ 3,203	\$ 3,954	\$ 6,579	\$ 8,500	\$ 1,298	\$ 11,100	\$ 11,100	\$ 2,600	30.6%	
POLICE	\$ 459,085	\$ 410,030	\$ 522,470	\$ 590,650	\$ 184,379	\$ 602,400	\$ 602,400	\$ 11,750	2.0%	
FIRE	\$ 412,131	\$ 387,730	\$ 387,366	\$ 466,949	\$ 236,564	\$ 594,953	\$ 594,953	\$ 128,004	27.4%	
DISPATCH	\$ 84,218	\$ 128,966	\$ 94,792	\$ 111,350	\$ 54,861	\$ 129,450	\$ 129,450	\$ 18,100	16.3%	
PUBLIC SAFETY FACILITY	\$ 21,936	\$ 151,321	\$ 144,492	\$ 133,340	\$ 66,898	\$ 135,580	\$ 135,580	\$ 2,240	1.7%	
PLANNING	\$ 14,114	\$ 32,764	\$ 40,881	\$ 37,000	\$ 9,328	\$ 40,800	\$ 40,800	\$ 3,800	10.3%	
EMA (CIVIL DEFENSE)	\$ 38,387	\$ 54,200	\$ 12,347	\$ 52,500	\$ 4,067	\$ 52,500	\$ 52,500	\$ -	0.0%	
CODE ENFORCEMENT	\$ 16,453	\$ 10,630	\$ 14,566	\$ 16,500	\$ 6,924	\$ 17,500	\$ 17,500	\$ 1,000	6.1%	
PUBLIC WORKS	\$ 559,343	\$ 476,839	\$ 572,866	\$ 675,820	\$ 254,451	\$ 852,920	\$ 852,920	\$ 177,100	26.2%	
TRANSFER STATION	\$ 409,610	\$ 478,831	\$ 486,676	\$ 484,500	\$ 232,351	\$ 567,530	\$ 567,530	\$ 83,030	17.1%	
IT INFRASTRUCTURE	\$ 282,492	\$ 315,303	\$ 302,690	\$ 340,000	\$ 151,042	\$ 413,000	\$ 413,000	\$ 73,000	21.5%	
CABLE TV STUDIO	\$ 14,951	\$ 23,332	\$ 6,825	\$ 12,000	\$ 3,046	\$ 10,000	\$ 10,000	\$ (2,000)	-16.7%	
PARKS AND RECREATION	\$ 56,665	\$ 49,546	\$ 65,536	\$ 72,000	\$ 25,910	\$ 83,200	\$ 83,200	\$ 11,200	15.6%	
HARBOR	\$ 33,259	\$ 40,048	\$ 43,743	\$ 43,570	\$ 23,944	\$ 52,220	\$ 52,220	\$ 8,650	19.9%	
FACILITIES MANAGEMENT	\$ 45,258	\$ 57,543	\$ 112,469	\$ 82,760	\$ 37,000	\$ 130,600	\$ 130,600	\$ 47,840	57.8%	
LIBRARY	\$ 94,472	\$ 94,701	\$ 101,400	\$ 114,100	\$ 45,178	\$ 118,700	\$ 118,700	\$ 4,600	4.0%	
ANIMAL CONTROL	\$ 15,409	\$ 13,365	\$ 15,152	\$ 15,800	\$ 554	\$ 16,700	\$ 16,700	\$ 900	5.7%	
AMBULANCE	\$ 315,000	\$ 365,000	\$ 390,000	\$ 400,000	\$ 300,000	\$ 436,000	\$ 436,000	\$ 36,000	9.0%	
GRANTS	\$ 93,750	\$ 92,250	\$ 95,127	\$ 147,894	\$ 147,894	\$ 153,894	\$ 153,894	\$ 6,000	4.1%	
TRANSPORTATION CENTER	\$ 37,379	\$ 42,909	\$ 30,337	\$ 38,900	\$ 12,039	\$ 40,300	\$ 40,300	\$ 1,400	3.6%	
INFORMATION CENTER	\$ 46,435	\$ 47,482	\$ 55,900	\$ 56,935	\$ 56,935	\$ 62,376	\$ 62,376	\$ 5,441	9.6%	
ACTIVITY CENTER	\$ 14,398	\$ 20,780	\$ 21,684	\$ 25,140	\$ 7,640	\$ 34,390	\$ 34,390	\$ 9,250	36.8%	
EMPLOYEE BENEFITS	\$ 14,730	\$ 18,491	\$ 19,066	\$ 16,000	\$ 9,908	\$ 18,000	\$ 18,000	\$ 2,000	12.5%	
FIXED CHARGES	\$ 1,015,488	\$ 1,849,706	\$ 1,790,876	\$ 2,006,488	\$ 1,739,494	\$ 1,942,238	\$ 1,942,238	\$ (64,250)	-3.2%	
INSURANCES	\$ 504,946	\$ 569,264	\$ 631,726	\$ 650,000	\$ 520,229	\$ 658,000	\$ 658,000	\$ 8,000	1.2%	
WARRANT ARTICLES	\$ 159,447	\$ 72,415	\$ 217,111	\$ 360,000	\$ 25,811	\$ 385,000	\$ 385,000	\$ 25,000	6.9%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 5,195,166</b>	<b>\$ 6,176,550</b>	<b>\$ 6,655,407</b>	<b>\$ 7,472,026</b>	<b>\$ 4,373,120</b>	<b>\$ 8,088,711</b>	<b>\$ 8,088,711</b>	<b>\$ 616,685</b>	<b>8.3%</b>	

# Section Two



# Boards and Committees

BUDGET LINE ITEM DETAIL											
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE		
<b>CONSERVATION COMMISSION</b>											
TRAIL MAINTENANCE	\$ 416	\$ 226	\$ 3,718	\$ 4,000	\$ 367	\$ 6,000	\$ 6,000	\$ 2,000	50.0%		
COMMUNICATIONS	\$ 1,955	\$ 995	\$ 2,861	\$ 1,400	\$ 655	\$ 2,000	\$ 2,000	\$ 600	42.9%		
CONSULTANT	\$ -	\$ -	\$ -	\$ 350	\$ -	\$ 350	\$ 350	\$ -	0.0%		
OTHER SERVICES AND CHARGES	\$ 832	\$ 2,733	\$ -	\$ 1,500	\$ 277	\$ 1,500	\$ 1,500	\$ -	0.0%		
SCHOLARSHIP	\$ -	\$ -	\$ -	\$ 1,250	\$ -	\$ 1,250	\$ 1,250	\$ -	0.0%		
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 3,203</b>	<b>\$ 3,954</b>	<b>\$ 6,579</b>	<b>\$ 8,500</b>	<b>\$ 1,298</b>	<b>\$ 11,100</b>	<b>\$ 11,100</b>	<b>\$ 2,600</b>	<b>30.6%</b>		
<b>TOTAL CONSERVATION COMM</b>	<b>\$ 3,203</b>	<b>\$ 3,954</b>	<b>\$ 6,579</b>	<b>\$ 8,500</b>	<b>\$ 1,298</b>	<b>\$ 11,100</b>	<b>\$ 11,100</b>	<b>\$ 2,600</b>	<b>30.6%</b>		



## FY 2024 CIP Request

Department:	Conservation Commission
Project/Item Name:	Wildlife Commons Acquisition/Management
Total Project Cost:	For FY 23-24, Acquisition: \$200,000 infused into Land Bank Management: \$48,000 Fenderson Survey; \$40,000 Perkinstown Wildlife Commons. TOTAL: \$288,000 See Detailed Narrative below under “Description of Project.”
Project Funding Source:	
Annual Operating Costs:	
Annual Maintenance Costs:	
Estimated Life:	
Departmental Priority:	All high, having undergone substantial research.

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	X
Vehicles		Technology	
Infrastructure		Equipment	
Other			

Description of Project/Item:

### WELLS CONSERVATION COMMISSION

CIP PROPOSAL 2023-24

DETAILED NARRATIVE

#### ACQUISITIONS

Three projects are under preliminary negotiations with landowners. As in the past, acquisition projects are negotiated and purchased over several years in a rolling fashion; investing in the Land Bank allows the Town to avoid bonding and interest costs, and provides accessible local match to attract external grant monies, lowering the Town’s actual cost when purchasing. Consequently, the projects listed are tentative, to be developed over time, and the costs listed may change through negotiation and with external grant support. By planning and investing in advance, creating secure local match, the Town gains great advantage competing for external grant monies.

#### **\$350,000**

28 acre parcel key to controlling town access to the coming Eastern Trail, which bisects the 248 acre *Perkinstown Wildlife Commons*. The Eastern Trail will bring vastly increased public use on Town Lands, and we are planning in advance to deal with multiple public uses.

#### **\$375,000**



80+ acre parcel with significant potential for both wildlife habitat and intensive community recreation in western sector of the Town.

**\$1,200,000**

140 acre undeveloped rich wildlife habitat adjacent to *Hilton Family Wildlife Commons*, and surrounding the Merriland River. This parcel has been listed at \$2 million, but we are appraising and believe its value is much less. Protection of water quality in the Merriland, which flows to the Reserve and town beaches, would make this parcel highly competitive for Federal CELCP funding.

**MANAGEMENT**

**\$48,000**

Survey of perimeter of Fenderson Wildlife Commons; Contract issued, payment due summer, 2023.

**\$40,000**

Estimated cost of Comprehensive Management Plan for Perkinstown Wildlife Commons, 248 acre parcel through which the ongoing Eastern Trail will bisect, calling for careful planning to deal with vastly increased public use. RFP for Management Plan project will be opened soon.

Project Justification and Implementation Strategy:

Other Information:

IMPLMENTATION SCHEDULE (Fiscal Years)						
As requested by Commission	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	88,000					
Amount to be Added to Reserve per Year:	200,000					

# Section Three



# General Government

BUDGET LINE ITEM DETAIL										
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>ASSESSING</b>										
REGULAR	\$ 73,288	\$ 76,280	\$ 88,296	\$ 92,884	\$ 48,156	\$ 94,481	\$ 94,481	\$ 1,597	1.7%	
PART-TIME	\$ 23,607	\$ 16,594	\$ 22,050	\$ 24,589	\$ 9,859	\$ 23,991	\$ 23,991	\$ (598)	-2.4%	
ADMINISTRATIVE	\$ 78,148	\$ 99,364	\$ 109,210	\$ 112,974	\$ 55,323	\$ 112,925	\$ 112,925	\$ (49)	0.0%	
RESERVE/SEASONAL	\$ 8,973	\$ 12,315	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	100.0%	
OVERTIME	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ 500	100.0%	
FICA	\$ 13,142	\$ 15,106	\$ 16,768	\$ 16,489	\$ 8,867	\$ 18,303	\$ 18,303	\$ 1,814	11.0%	
MSRS + ICMA	\$ 11,427	\$ 14,091	\$ 17,584	\$ 19,590	\$ 9,329	\$ 20,636	\$ 20,636	\$ 1,046	5.3%	
HEALTH INSURANCE	\$ 35,409	\$ 31,386	\$ 34,464	\$ 37,137	\$ 25,217	\$ 46,979	\$ 46,979	\$ 9,842	26.5%	
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 243,993</b>	<b>\$ 265,135</b>	<b>\$ 288,372</b>	<b>\$ 303,663</b>	<b>\$ 156,751</b>	<b>\$ 327,815</b>	<b>\$ 327,815</b>	<b>\$ 24,152</b>	<b>8.0%</b>	
TRANSPORTATION	\$ 882	\$ 557	\$ 596	\$ 800	\$ 319	\$ 800	\$ 800	\$ -	0.0%	
PRINTING & BINDING	\$ 371	\$ -	\$ 398	\$ 600	\$ 360	\$ 600	\$ 600	\$ -	0.0%	
TELEPHONE	\$ 854	\$ 1,270	\$ 920	\$ 900	\$ 480	\$ 900	\$ 900	\$ -	0.0%	
OTHER SERVICES AND CHARGES	\$ 896	\$ 886	\$ 1,170	\$ 900	\$ 586	\$ 900	\$ 900	\$ -	0.0%	
TAX MAP UPDATE	\$ 4,800	\$ 3,800	\$ 4,000	\$ 4,500	\$ 4,000	\$ 4,500	\$ 4,500	\$ -	0.0%	
ABSTRACTS	\$ 10	\$ 121	\$ 933	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ -	0.0%	
SUBSCRIPTIONS/DUES/MEMBERSHIP	\$ 1,698	\$ 2,921	\$ 716	\$ 1,600	\$ 2,150	\$ 1,600	\$ 1,600	\$ -	0.0%	
OFFICE SUPPLIES	\$ 1,902	\$ 870	\$ 1,957	\$ 1,500	\$ 931	\$ 1,600	\$ 1,600	\$ 100	6.7%	
UNIFORMS	\$ -	\$ -	\$ 35	\$ 500	\$ -	\$ 500	\$ 500	\$ -	0.0%	
GENERAL - TRAINING	\$ 1,571	\$ 570	\$ 1,121	\$ 2,000	\$ -	\$ 2,400	\$ 2,400	\$ 400	20.0%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 12,984</b>	<b>\$ 10,995</b>	<b>\$ 11,846</b>	<b>\$ 14,300</b>	<b>\$ 8,826</b>	<b>\$ 14,800</b>	<b>\$ 14,800</b>	<b>\$ 500</b>	<b>3.5%</b>	
<b>TOTAL ASSESSING</b>	<b>\$ 256,977</b>	<b>\$ 276,131</b>	<b>\$ 300,219</b>	<b>\$ 317,963</b>	<b>\$ 165,577</b>	<b>\$ 342,615</b>	<b>\$ 342,615</b>	<b>\$ 24,652</b>	<b>7.8%</b>	



## FY 2024 CIP Request

Department:	Assessing
Project/Item Name:	Purchase Nissan Leaf from lease
Total Project Cost:	\$12,342.00
Project Funding Source:	Taxation & Reserve Fund
Annual Operating Costs:	
Annual Maintenance Costs:	\$400 (tires)
Estimated Life:	5 years
Departmental Priority:	High

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles	X	Technology	
Infrastructure		Equipment	
Other			

Description of Project/Item: Purchase 2019 Nissan Leaf electric vehicle at the end of the lease agreement.





Project Justification and Implementation Strategy: The assessing office uses a vehicle to do our annual seasonal pick up as well as go on various inspections with the code enforcement office to help keep all our tax records current. Purchase would be made by using taxation and reserve funds to make purchase.

Other Information: The Kelly Blue Book value on our car runs between \$21,000 - \$22,500 as an estimate.

IMPLEMENTATION SCHEDULE (Fiscal Years)						
As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	12,342					
Amount to be Added to Reserve per Year:	9,019					



## FY 2024 Staffing Request

Department:	Assessing
Position Requested:	Assessing Admin Assistant part time 24 hours a week to full time 40 hours a week
Total Position Cost Adjustment:	\$28,711.55
Funding Source:	Taxation

Type of Position Change:	New Position		Modification to Position	X
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### Position Justification:

This position is currently 24 hours a week. It is a position that handles all the campground data, tax bill returns, and new address research, filing all building permits for us to check on, and special projects in our office. The number of employees and the hours have not changed in the Assessing office since the mid-80s almost 40 years ago. At that time there were 3 full-time staff members and 1 property lister that worked for 3 months a year. During that time, we had around 8,500 tax accounts. We now have over 16,000 tax accounts. The demands on the office have increased significantly. We were able to keep up as well as we have because we have the availability of new technology that has allowed for more efficient use of man hours and restructuring the deputy assessor's job description to include the duties of lister.

The population of the town and the number of houses and seasonal dwellings has increased as well as the number of campgrounds and mobile home parks and the units that populate those businesses. The campground seasonal ownership is around 2,760 parcels. We must individually change those values every year with the NADA book as well as do a physical inspection of each unit that is taxed. With the number of units changing ownership as well as moving sites or campgrounds, it is an exhaustive amount of work for 24 hours a week. If we could make this position full-time, we could get the campground information inputted that much earlier. We have also been able to help the tax collectors with beach stickers being sold and this position having the extra two days a week would help us to keep up with the changes faster and hopefully move our commitment to September of each year which would help with the revenues from taxation to come into the town earlier in each tax year.

The State has also implemented the Tax Stabilization for Senior Citizens. This program will require an extensive amount of work and research to implement each year. These applications will be submitted on a yearly basis with each one being researched every year. So far, our office has received 972 applications. Inputting these applications and researching them has taken up at least a month of manpower for the current 3 members of staff in the office so far and we are



continuing to finish these applications as of now. This will be a huge project moving forward on the administration of this program.

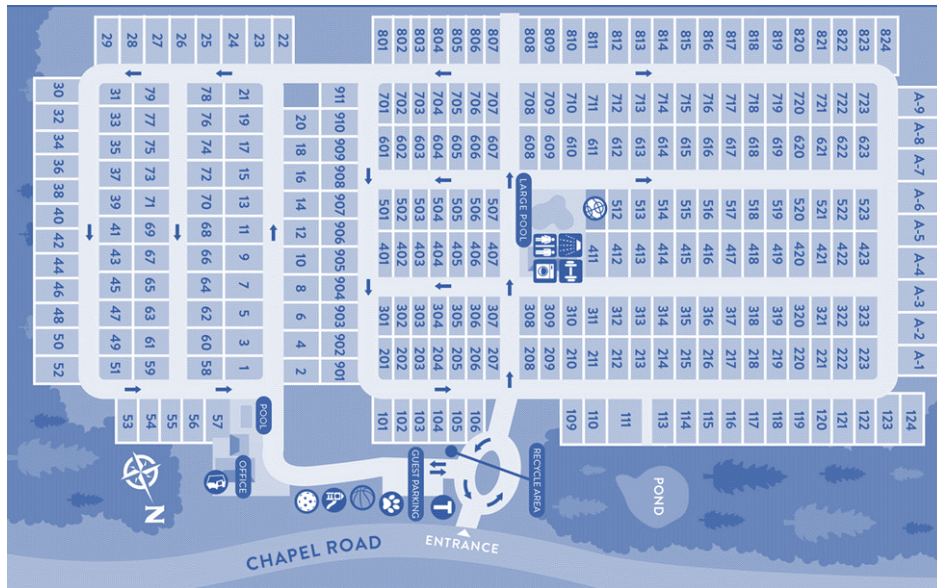
## Wells Campground and Mobile Home Park Units – 4/1/2022

<b>BEACH ACRES</b>	<b>328</b>
BEARS DEN EAST	26
BEARS DEN WEST	116
BLUEBERRY RIDGE	62
COASTAL PINES	82
DEPOT ROAD VILLAGES	40
DRAKES ISLAND RESORT	55
DUVALS	17
GREGOIRES	45
HIGHPINE PARK	53
MEADOWLEDGE	276
MERRILAND RIVER	104
MOODY BEACH RV RESORT	139
MOODY MEADOWS	35
OCEAN OVERLOOK	49
OCEAN VIEW	56
OGUNQUIT FARM	154
PHEASANT HILL	15
PINEDEROSA	65
POPLAR PARK	25
RIVERSIDE	57
SEA VU NO	163
SEA VU SO	274
SEA VU WEST	211
SHADY GROVE	6
STADIG	53
SUMMER HILL	81
SUN N SEA	40
SUN OUTDOORS WELLS BEACH	18
SUNNY BROOK	14
WELLS MOODY	101
<b>TOTAL</b>	<b>2760</b>

# Town of Wells



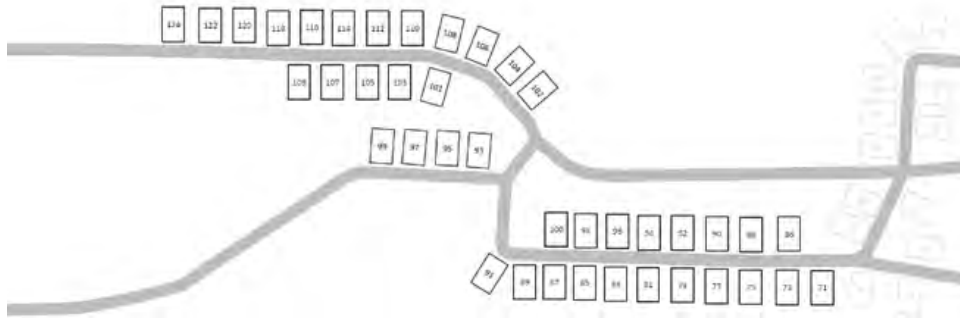
## Sea Vu South



# Town of Wells



## Meadowledge Park



# Town of Wells



BUDGET LINE ITEM DETAIL									
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE
<b>CODE ENFORCEMENT</b>									
APPEALS BOARD	\$ 700	\$ 300	\$ 200	\$ 500	\$ 100	\$ 500	\$ 500	\$ -	0.0%
CEO MISCELLANEOUS	\$ 499	\$ 270	\$ 351	\$ 500	\$ 166	\$ 500	\$ 500	\$ -	0.0%
PLUMBING PERMITS	\$ 39,675	\$ 51,140	\$ 37,810	\$ 30,000	\$ 18,448	\$ 38,000	\$ 38,000	\$ 8,000	26.7%
BUILDING PERMITS	\$ 137,750	\$ 200,455	\$ 274,679	\$ 175,000	\$ 91,933	\$ 200,000	\$ 200,000	\$ 25,000	14.3%
ROAD OPENING PERMITS	\$ 1,044	\$ 1,640	\$ 655	\$ 1,000	\$ 435	\$ 1,000	\$ 1,000	\$ -	0.0%
TOWN PLUMBING SURCHARGE	\$ 3,430	\$ 4,970	\$ 4,530	\$ 4,000	\$ 2,060	\$ 4,000	\$ 4,000	\$ -	0.0%
STOPWORK ORDER	\$ 13,100	\$ 12,300	\$ 10,700	\$ 8,000	\$ 15,120	\$ 10,000	\$ 10,000	\$ 2,000	25.0%
BASE FEE	\$ 28,880	\$ 42,982	\$ 35,386	\$ 20,000	\$ 18,892	\$ 35,000	\$ 35,000	\$ 15,000	75.0%
RE-INSPECTIONS	\$ 330	\$ 840	\$ 850	\$ 1,000	\$ 435	\$ 500	\$ 500	\$ (500)	-50.0%
ZBA LEGAL ADS REIMBURSEMENT	\$ 924	\$ 247	\$ 496	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ -	0.0%
ZBA POSTAGE REIMBURSEMENT	\$ 516	\$ 305	\$ 95	\$ 500	\$ 35	\$ 500	\$ 500	\$ -	0.0%
FLOOD PERMITS	\$ 11,390	\$ 10,386	\$ 7,248	\$ 8,000	\$ 442	\$ 8,000	\$ 8,000	\$ -	0.0%
<b>SUBTOTAL REVENUES</b>	<b>\$ 238,238</b>	<b>\$ 325,836</b>	<b>\$ 372,999</b>	<b>\$ 249,500</b>	<b>\$ 148,065</b>	<b>\$ 299,000</b>	<b>\$ 299,000</b>	<b>\$ 49,500</b>	<b>19.8%</b>
REGULAR	\$ 307,667	\$ 316,243	\$ 326,429	\$ 355,369	\$ 178,482	\$ 357,009	\$ 357,009	\$ 1,640	0.5%
RESERVE/SEASONAL	\$ 3,146	\$ 1,733	\$ 143	\$ 3,500	\$ -	\$ 3,500	\$ 3,500	\$ -	0.0%
OVERTIME	\$ -	\$ -	\$ 121	\$ 500	\$ -	\$ 500	\$ 500	\$ -	0.0%
FICA	\$ 23,009	\$ 23,553	\$ 24,084	\$ 26,164	\$ 13,511	\$ 26,442	\$ 26,442	\$ 278	1.1%
MSRS + ICMA	\$ 15,366	\$ 18,198	\$ 20,182	\$ 23,320	\$ 11,116	\$ 23,265	\$ 23,265	\$ (55)	-0.2%
HEALTH INSURANCE	\$ 55,222	\$ 56,307	\$ 60,747	\$ 73,868	\$ 33,464	\$ 70,959	\$ 70,959	\$ (2,909)	-3.9%
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 404,410</b>	<b>\$ 416,034</b>	<b>\$ 431,707</b>	<b>\$ 482,721</b>	<b>\$ 236,573</b>	<b>\$ 481,675</b>	<b>\$ 481,675</b>	<b>\$ (1,046)</b>	<b>-0.2%</b>
TRANSPORTATION	\$ 2,271	\$ 1,502	\$ 3,229	\$ 2,000	\$ 930	\$ 2,500	\$ 2,500	\$ 500	25.0%
PRINTING & BINDING	\$ 2,351	\$ 2,046	\$ 3,690	\$ 3,500	\$ 1,076	\$ 3,500	\$ 3,500	\$ -	0.0%
TELEPHONE	\$ 3,692	\$ 3,822	\$ 2,843	\$ 3,700	\$ 1,440	\$ 3,700	\$ 3,700	\$ -	0.0%
OTHER SERVICES AND CHARGES	\$ 194	\$ 939	\$ 530	\$ 1,800	\$ 445	\$ 1,800	\$ 1,800	\$ -	0.0%
OFFICE SUPPLIES	\$ 1,259	\$ 1,739	\$ 2,542	\$ 1,500	\$ 2,098	\$ 2,000	\$ 2,000	\$ 500	33.3%
GENERAL - TRAINING	\$ 3,805	\$ (20)	\$ 1,730	\$ 3,000	\$ 415	\$ 3,000	\$ 3,000	\$ -	0.0%
OTHER SERVICES AND CHARGES ZBA	\$ 2,318	\$ 107	\$ -	\$ 500	\$ -	\$ 500	\$ 500	\$ -	0.0%
MATERIALS	\$ 563	\$ 495	\$ -	\$ 500	\$ 519	\$ 500	\$ 500	\$ -	0.0%
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 16,453</b>	<b>\$ 10,630</b>	<b>\$ 14,566</b>	<b>\$ 16,500</b>	<b>\$ 6,924</b>	<b>\$ 17,500</b>	<b>\$ 17,500</b>	<b>\$ 1,000</b>	<b>6.1%</b>
<b>TOTAL CODE ENFORCEMENT</b>	<b>\$ 182,625</b>	<b>\$ 100,828</b>	<b>\$ 73,273</b>	<b>\$ 249,721</b>	<b>\$ 95,432</b>	<b>\$ 200,175</b>	<b>\$ 200,175</b>	<b>\$ (49,546)</b>	<b>-19.8%</b>

**BUILDING PERMIT FEES Effective ~~April 1, 2010~~ Add new date when approved**

<b>Single family new/additions and alterations</b>	<del>\$35.00</del> base fee and .15 per square foot	\$50.00 base fee and .20 per square foot
<b>Commercial new/additions and alterations</b>	<del>\$60.00</del> base fee and .20 per square foot	\$100.00 base fee and .30 per square foot

**GENERATORS**

Single family (per unit) on ground only	<del>\$40.00</del>	\$50.00
Commercial (per unit) on ground only	<del>\$60.00</del>	\$100.00

**DEMOLITION**

Single family	<del>\$35.00</del>	\$50.00
Commercial	<del>\$60.00</del>	\$100.00

**FLOOD PERMIT** ~~\$35.00~~ \$50.00 base fee and .50 per square foot of the first floor footprint of the structure. ~~This will no include decks.~~

**CERTIFICATE OF OCCUPANCY**    **NO CHARGE**

Single family <del>first</del> re-inspections	<del>\$50.00</del>	\$100.00
Commercial <del>first</del> re-inspections	<del>\$100.00</del>	\$200.00
All re-inspections after first re-inspection	<del>\$100.00</del> each visit	\$200.00

**PLUMBING PERMITS**

Town Processing fee (internal) per application	<del>\$10.00</del>	\$20.00
Minimum fee		\$40.00
Fee per fixture		\$10.00

**POOLS**

Single family	<del>\$35.00</del> -\$50.00 plus <del>\$2.00</del> -\$5.00 per thousand for cost of pool
Commercial	<del>\$60.00</del> \$100.00 plus <del>\$2.00</del> \$5.00 per thousand for cost of pool

**SUBSURFACE WASTEWATER DISPOSAL**

Non-engineered system		\$250.00
Engineered system		\$200.00
State sur-charge fee		\$15.00
Town processing fee	<del>\$10.00</del>	\$20.00

**TOWERS**

~~\$50.00~~-\$100.00 plus ~~\$2.00~~-\$10.00 per thousand

**WORKING WITHOUT A PERMIT OR NOT WITHIN PERMIT APPROVAL**

Residential	\$500.00 plus double permit fees and square footage fees
Commercial	\$1,000.00 plus double permit fees and square footage fees

**SIGN PERMIT**    ~~\$60.00~~ \$100.00 base fee plus \$1.00 per square foot

**SOLAR** (Square foot = Total of the Square Feet of all Panels)

Residential	\$50.00 base fee and .20 per square foot
Commercial	\$100.00 base fee and .30 per square foot

**INSPECTION:** ~~Plumbing and framing are done at the same time~~  
\$100.00 for each additional inspection



## FY 2024 CIP Request

Department:	Code Enforcement Office
Project/Item Name:	1710 House
Total Project Cost:	75,000
Project Funding Source:	taxation
Annual Operating Costs:	
Annual Maintenance Costs:	
Estimated Life:	
Departmental Priority:	

Request Classification (Please place an X after Classification Description):

Building/Build Improvement	x	Conservation	
Vehicles		Technology	
Infrastructure		Equipment	
Other			

Description of Project/Item: This is for the on-going maintenance to the 1710 house to include staining and replacing all rotting clapboard on the exterior of the building and address window disrepair and any rotting/structural issues under and around the sills.

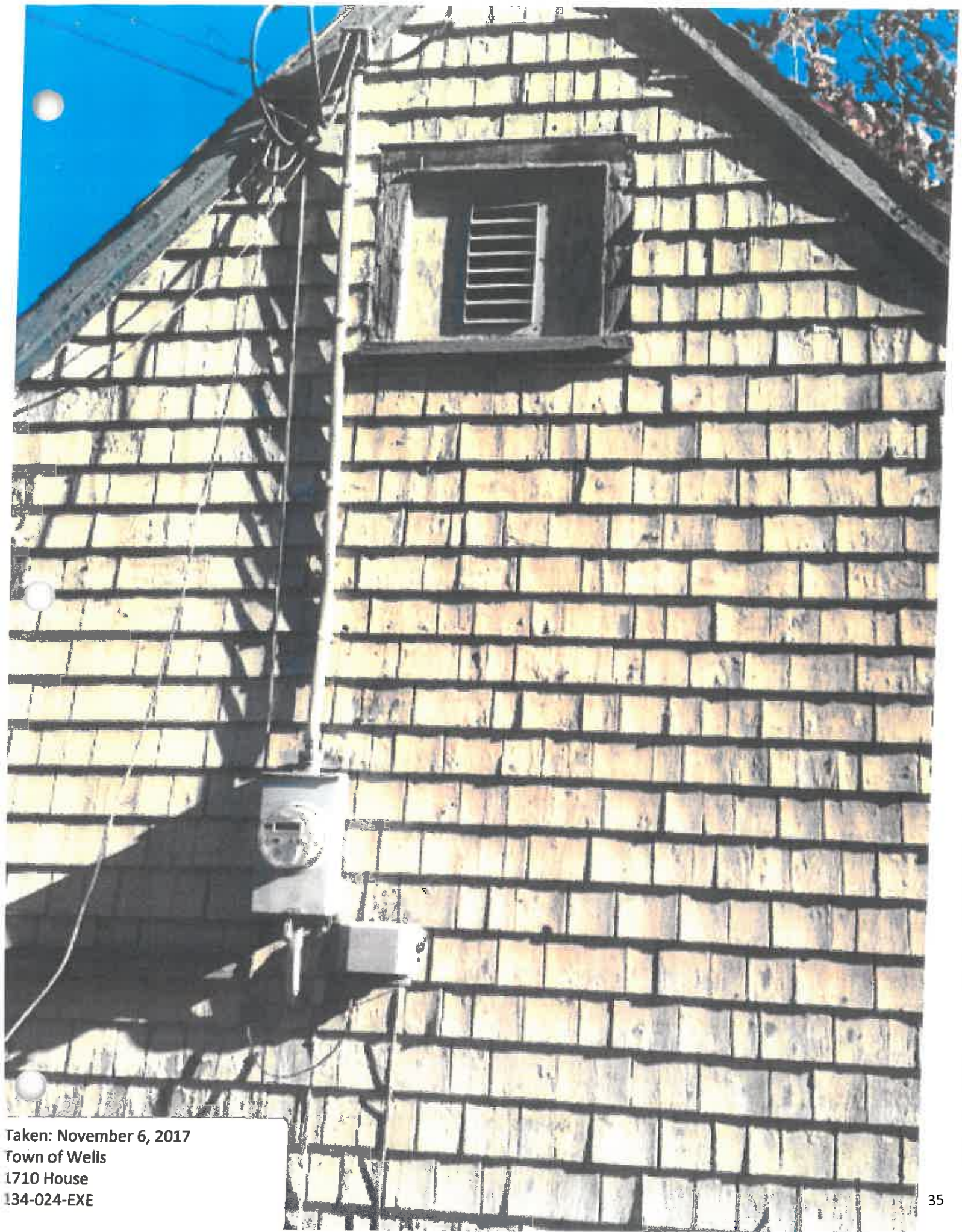
Project Justification and Implementation Strategy: Infrastructure and site projects should be laid out and planned accordingly to address current failures and future needs.

Other Information:

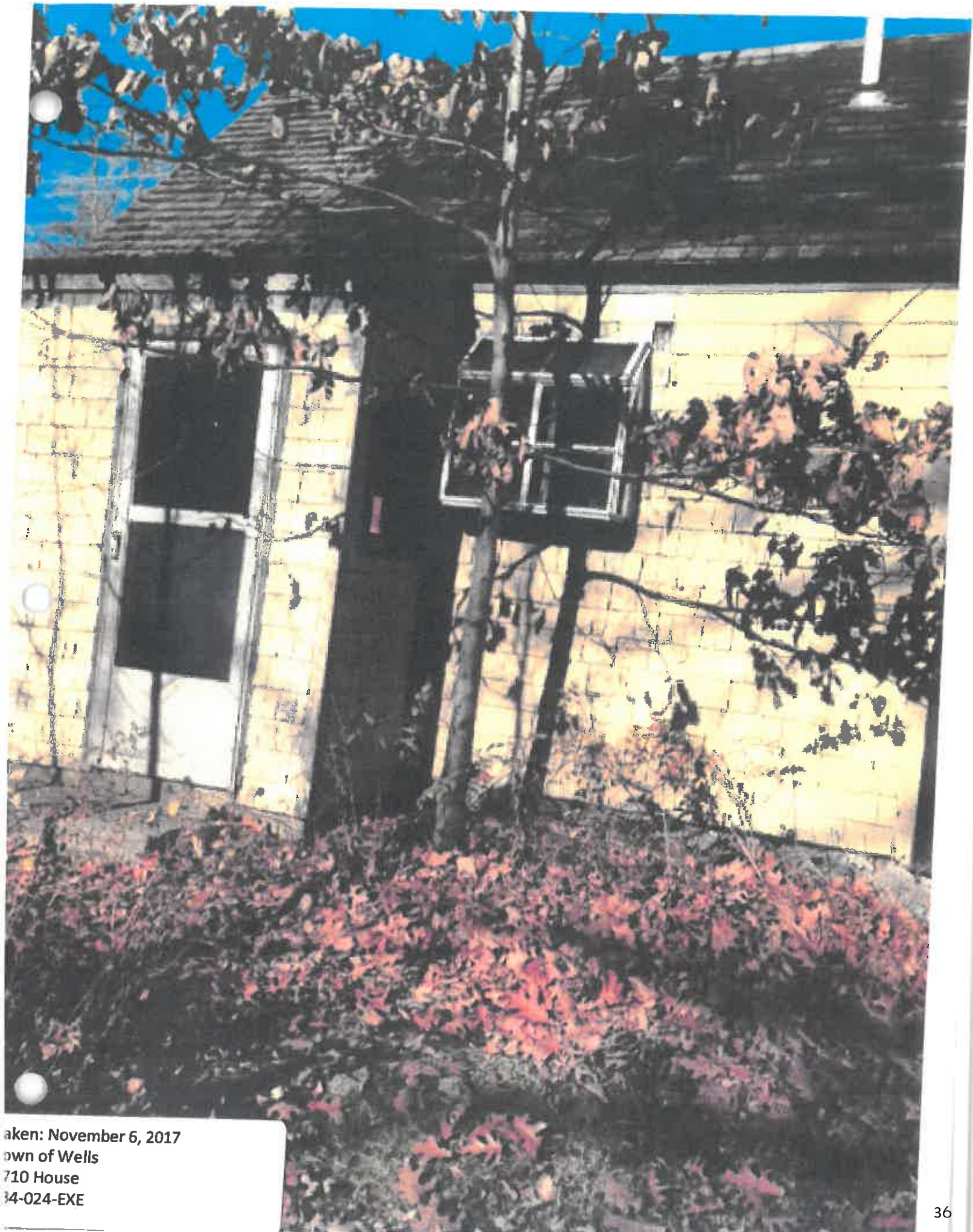
IMPLEMENTATION SCHEDULE (Fiscal Years)						
As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	75,000					
Amount to be Added to Reserve per Year:	55,000					



Taken: November 6, 2017  
Town of Wells  
1710 House  
134-024-EXE



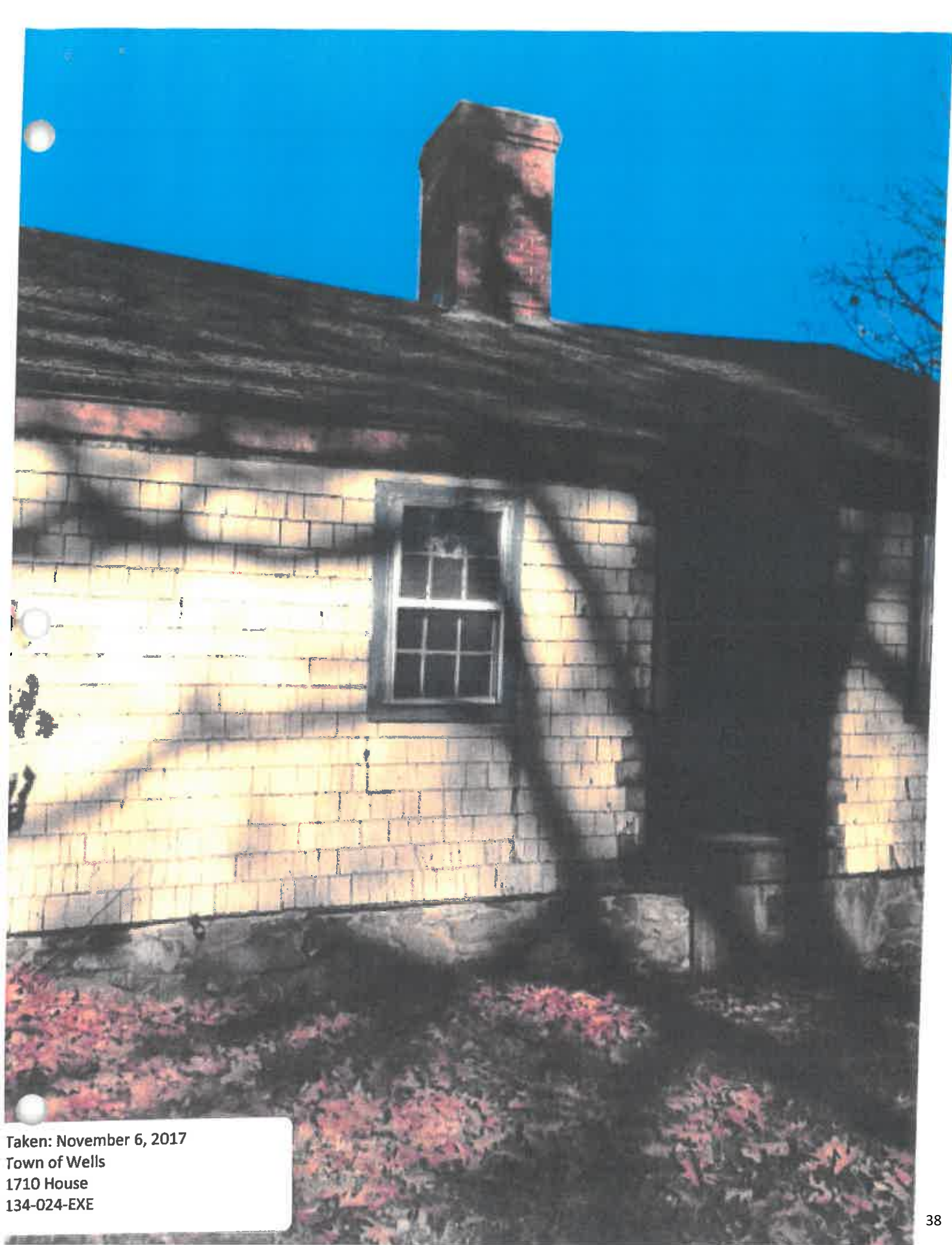
Taken: November 6, 2017  
Town of Wells  
1710 House  
134-024-EXE



aken: November 6, 2017  
own of Wells  
710 House  
34-024-EXE



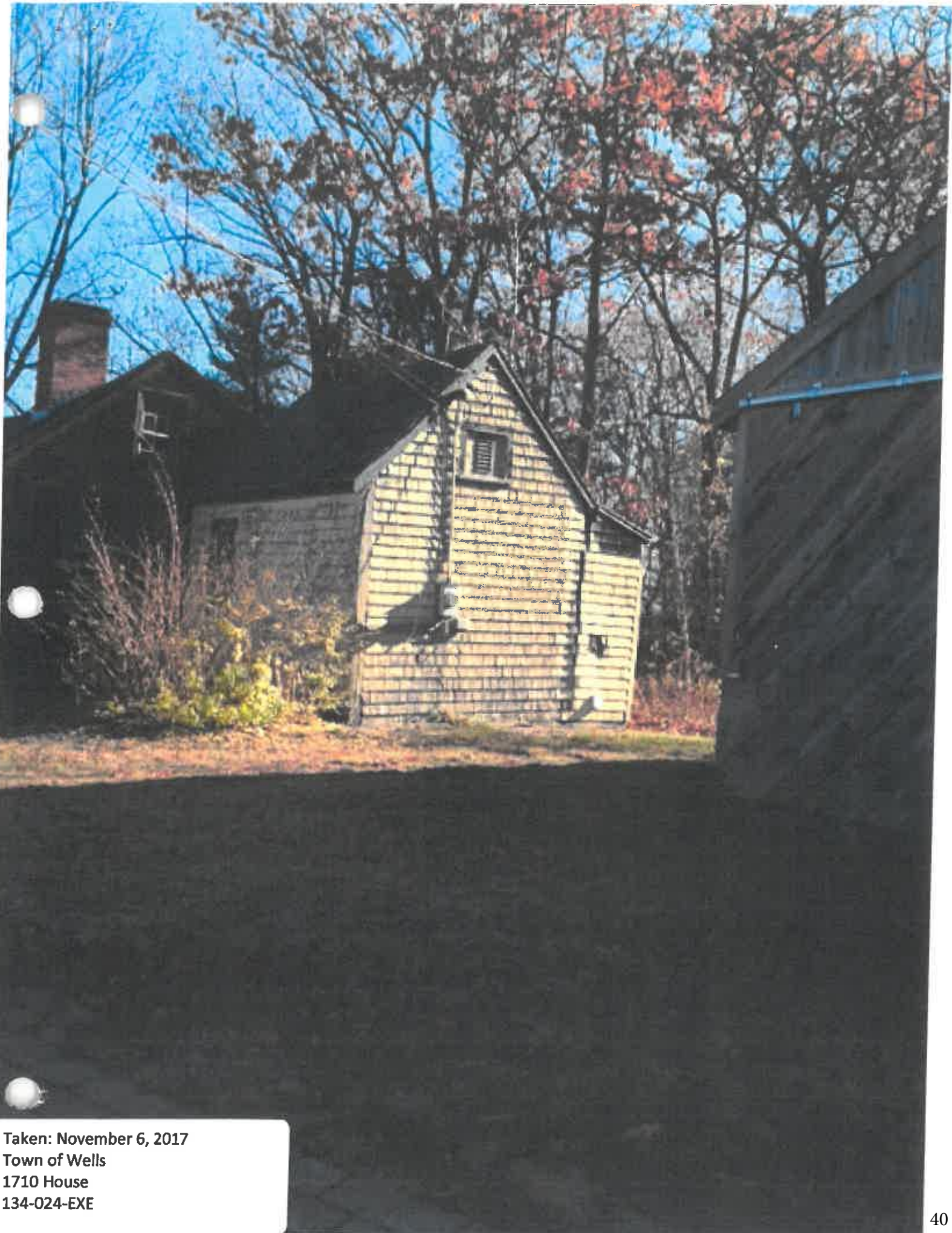
Taken: November 6, 2017  
Town of Wells  
1710 House  
134-024-EXE



Taken: November 6, 2017  
Town of Wells  
1710 House  
134-024-EXE



Taken: November 6, 2017  
Town of Wells  
1710 House  
134-024-EXE



Taken: November 6, 2017  
Town of Wells  
1710 House  
134-024-EXE



## FY 2024 CIP Request

Department:	Code Enforcement Office
Project/Item Name:	Town Hall Site Plan/Drainage
Total Project Cost:	70,000.00
Project Funding Source:	Reserve 0817
Annual Operating Costs:	
Annual Maintenance Costs:	
Estimated Life:	
Departmental Priority:	

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	
Infrastructure	x	Equipment	
Other			

Description of Project/Item: The Town Hall drainage needs to be addressed. To include the front entrance of Town Hall which is extremely unsafe during the winter months extending to the east side of the parking lot and drain into the current infrastructure that may also need to be updated.



A site plan should be created to capture existing conditions and site work improvements that will need to be addressed in the short term. Mostly drainage, parking, and lighting.



This plan will also be a base line for further building projects.

Project Justification and Implementation Strategy: Infrastructure and site projects should be laid out and planned accordingly to address current failures and future needs.

Other Information: In FY 2021 \$55,000 was set aside for this project. Estimated project cost is now \$70,000. An additional \$15,000 is available in Reserve Fund 0817 from prior year projects that came in under budget.

IMPLMENTATION SCHEDULE (Fiscal Years)						
As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	70,000					
Amount to be Added to Reserve per Year:						



## FY 2024 CIP Request

Department:	Code Enforcement Office
Project/Item Name:	2019 Toyota Rav4 (2)
Total Project Cost:	33,410.22
Project Funding Source:	Reserve Fund
Annual Operating Costs:	\$1,500
Annual Maintenance Costs:	\$1,500
Estimated Life:	8 total/5 years remaining
Departmental Priority:	1

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles	x	Technology	
Infrastructure		Equipment	
Other			

Description of Project/Item: The Code Office has been leasing (2) 2019 Rav4 vehicles for the past 3 years. One vehicle has 32,000 miles and the second has 16,000. The purchase price is \$16,742.82 and 16,667.40. Total \$33,410.22. The current book value is in the range of 28,000 for each vehicle. Lease payments totaling \$537.97 have been coming out of fund 0827 since obtaining the lease in 2019. Reserve fund as of 12/7/22 had \$40,499.82. Payments from December to June would reduce the fund by \$3,765.79, leaving \$36,734.03 available to use toward the purchase.

Project Justification and Implementation Strategy:

The vehicles purchased new at this time for fuel would be in the starting range of \$44,000.00. An electric vehicle would be in the starting range of \$32,000.00. After speaking with two dealerships, availability is not guaranteed.

Other Information:

The vehicles have not had any issues outside of maintenance and tire replacement.

IMPLMENTATION SCHEDULE (Fiscal Years)						
As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	33,411					
Amount to be Added to Reserve per Year:						



Vehicle 1



Vehicle 2



## FY 2024 Staffing Request

Department:	Code Enforcement Office
Position Requested:	1 Code Enforcement Officer – Full Time
Total Position Cost:	\$78,771
Funding Source:	Taxation

Type of Position Change:	New Position	X	Modification to Position	
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**Position Justification:** The Code Enforcement Office is at a pivotal point maintaining current services and expectations the community had grown accustomed to receiving.

Since 2004 staff in the code office has not added additional staff. However, from 2009 to present the community has issued 1,675 new dwelling units and additionally 13,244 building permits as of November 22, 2022. With those new homes, services and expectations have increased in this office to include but not limited to building additions and alterations, plumbing and sub-surface permits, complaints, land use violations, inspections and property research.

### 2024 One Additional Code Officer

An additional code officer is required to maintain the level of service we currently provide. Regardless of how many new single-family homes continue to be built in Wells, the demands that have been placed on all the Town Staff as citizens require more services in a shortly timetable, which is already happening. A customer service study done in 2018 by BerryDunn on the Wells Code Enforcement/Planning Offices stated that the *Code Office would not be able to sustain the level of service it was providing.*

The new position would help us to bring customer service to the level I feel is important for the citizens to receive. Doing the overloaded days of inspections, responding to complaints timely with a resolution in site, review permits when we are 7 days out and work on research questions that can become very time consuming. Finally, if someone is absent everyone else does not become inundated and not able to provide everyday services because of the volume of work goes through the office on a daily basis. It also gives my staff the ability to feel proud to be able to provide what we claim to offer.

	BUDGET LINE ITEM DETAIL									
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>FINANCE</b>										
EXCISE TAX ON VEHICLES	\$ 2,906,408	\$ 3,397,756	\$ 3,360,347	\$ 3,100,000	\$ 1,764,665	\$ 3,300,000	\$ 3,300,000	\$ 200,000	6.5%	
INTEREST & PENALTIES	\$ 56,289	\$ 56,862	\$ 60,579	\$ 56,000	\$ 26,806	\$ 57,000	\$ 57,000	\$ 1,000	1.8%	
CABLE TV	\$ 199,753	\$ 205,418	\$ 206,174	\$ 200,000	\$ 56,820	\$ 200,000	\$ 200,000	\$ -	0.0%	
MISCELLANEOUS	\$ 1,525	\$ 385	\$ 7,567	\$ 1,300	\$ 481	\$ 1,000	\$ 1,000	\$ (300)	-23.1%	
TOWN FEE AUTO REG	\$ 46,669	\$ 58,459	\$ 59,562	\$ 52,000	\$ 29,964	\$ 60,000	\$ 60,000	\$ 8,000	15.4%	
INTEREST EARNED	\$ 119,302	\$ 22,525	\$ 13,014	\$ 20,000	\$ 38,155	\$ 30,000	\$ 30,000	\$ 10,000	50.0%	
GRANT - RACHEL CARSON	\$ 7,772	\$ 7,304	\$ 7,243	\$ 7,500	\$ -	\$ 7,200	\$ 7,200	\$ (300)	-4.0%	
REVENUE SHARING	\$ 392,033	\$ 533,419	\$ 789,005	\$ 525,000	\$ 410,669	\$ 750,000	\$ 750,000	\$ 225,000	42.9%	
TREE GROWTH	\$ 31,405	\$ 29,961	\$ 35,376	\$ 30,000	\$ 36,380	\$ 30,000	\$ 30,000	\$ -	0.0%	
SNOWMOBILE REGISTRATION	\$ 1,688	\$ 1,622	\$ 1,734	\$ 1,500	\$ -	\$ 1,650	\$ 1,650	\$ 150	10.0%	
VETERAN REIMBURSEMENT	\$ 12,949	\$ 13,221	\$ 12,634	\$ 12,500	\$ 12,098	\$ 12,000	\$ 12,000	\$ (500)	-4.0%	
GENERAL ASSISTANCE	\$ 16,261	\$ 11,558	\$ 17,821	\$ 15,000	\$ 6,701	\$ 15,000	\$ 15,000	\$ -	0.0%	
HOMESTEAD EXEMPTION REIMBURSE	\$ 402,485	\$ 504,153	\$ 495,260	\$ 529,800	\$ 540,469	\$ 500,000	\$ 500,000	\$ (29,800)	-5.6%	
STATE PARK FEE SHARING	\$ -	\$ -	\$ -	\$ -	\$ 1,320	\$ 1,200	\$ 1,200	\$ 1,200	100.0%	
BUS EQUIP TAX EXEMPTION REIMBU	\$ 88,420	\$ 68,703	\$ 72,585	\$ 87,456	\$ -	\$ 87,000	\$ 87,000	\$ (456)	-0.5%	
CREDIFORD SOLAR LEASE	\$ -	\$ -	\$ -	\$ -	\$ 1,151	\$ 30,000	\$ 30,000	\$ 30,000	100.0%	
LITTLEFIELD SOLAR LEASE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,388	\$ 14,388	\$ 14,388	100.0%	
<b>SUBTOTAL REVENUES</b>	<b>\$ 4,282,959</b>	<b>\$ 4,911,347</b>	<b>\$ 5,138,901</b>	<b>\$ 4,638,056</b>	<b>\$ 2,925,678</b>	<b>\$ 5,096,438</b>	<b>\$ 5,096,438</b>	<b>\$ 458,382</b>	<b>9.9%</b>	
REGULAR	\$ 89,816	\$ 93,288	\$ 97,855	\$ 105,151	\$ 53,441	\$ 109,196	\$ 109,196	\$ 4,045	3.8%	
ADMINISTRATIVE	\$ 300,610	\$ 304,267	\$ 386,707	\$ 300,013	\$ 160,670	\$ 305,369	\$ 305,369	\$ 5,356	1.8%	
OVERTIME	\$ 335	\$ 3,300	\$ 1,139	\$ 1,100	\$ 409	\$ 1,500	\$ 1,500	\$ 400	36.4%	
FICA	\$ 30,535	\$ 29,853	\$ 36,662	\$ 28,718	\$ 16,133	\$ 30,343	\$ 30,343	\$ 1,625	5.7%	
MSRS + ICMA	\$ 26,702	\$ 29,202	\$ 31,711	\$ 34,442	\$ 17,651	\$ 37,019	\$ 37,019	\$ 2,577	7.5%	
HEALTH INSURANCE	\$ 124,419	\$ 116,963	\$ 124,094	\$ 114,880	\$ 56,935	\$ 101,609	\$ 101,609	\$ (13,271)	-11.6%	
<b>SUBTOTAL SALARIES</b>	<b>\$ 572,417</b>	<b>\$ 576,873</b>	<b>\$ 678,168</b>	<b>\$ 584,304</b>	<b>\$ 305,239</b>	<b>\$ 585,036</b>	<b>\$ 585,036</b>	<b>\$ 732</b>	<b>0.1%</b>	
POSTAGE	\$ 20,686	\$ 17,127	\$ 22,848	\$ 21,550	\$ 11,734	\$ 23,000	\$ 23,000	\$ 1,450	6.7%	
TRANSPORTATION	\$ 694	\$ 72	\$ 82	\$ 500	\$ 125	\$ 500	\$ 500	\$ -	0.0%	
PRINTING & BINDING	\$ 10,196	\$ 6,646	\$ 8,803	\$ 11,000	\$ 75	\$ 11,000	\$ 11,000	\$ -	0.0%	
TELEPHONE	\$ 2,013	\$ 3,575	\$ 2,730	\$ 2,760	\$ 1,000	\$ 2,000	\$ 2,000	\$ (760)	-27.5%	
AGREEMENTS/CONTRACTS	\$ 23,741	\$ 3,180	\$ 2,916	\$ 3,150	\$ 2,834	\$ 3,200	\$ 3,200	\$ 50	1.6%	
AUDIT SERVICES	\$ 9,350	\$ 7,938	\$ 15,950	\$ 16,000	\$ 3,300	\$ 20,000	\$ 20,000	\$ 4,000	25.0%	
OTHER SERVICES AND CHARGES	\$ 2,074	\$ 1,460	\$ 1,193	\$ 1,000	\$ 488	\$ 1,000	\$ 1,000	\$ -	0.0%	
OFFICE SUPPLIES	\$ 5,262	\$ 3,937	\$ 7,757	\$ 6,000	\$ 5,262	\$ 7,000	\$ 7,000	\$ 1,000	16.7%	
GENERAL - TRAINING	\$ 997	\$ 4,340	\$ 1,345	\$ 3,000	\$ 550	\$ 3,000	\$ 3,000	\$ -	0.0%	
PERSONNEL TRAINING	\$ 807	\$ 729	\$ 299	\$ 2,000	\$ 480	\$ 2,000	\$ 2,000	\$ -	0.0%	
HR SERVICES CONSULTANT	\$ -	\$ -	\$ -	\$ 102,320	\$ 43,544	\$ 102,320	\$ 102,320	\$ -	0.0%	
EMPLOYEE RECOGNITION	\$ 4,579	\$ 2,165	\$ 3,656	\$ 5,000	\$ 326	\$ 5,000	\$ 5,000	\$ -	0.0%	
COMMUNICATIONS	\$ 1,429	\$ 1,429	\$ 3,225	\$ 2,000	\$ 170	\$ 2,000	\$ 2,000	\$ -	0.0%	
COLLECTIVE BARGAINING	\$ 15,630	\$ -	\$ 76,311	\$ 16,000	\$ -	\$ 16,000	\$ 16,000	\$ -	0.0%	
BLOODPATHOGEN/DRUG/ALCOHOL	\$ 2,946	\$ 3,780	\$ 5,635	\$ 7,000	\$ 1,432	\$ 7,000	\$ 7,000	\$ -	0.0%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 100,404</b>	<b>\$ 56,378</b>	<b>\$ 152,749</b>	<b>\$ 199,280</b>	<b>\$ 71,320</b>	<b>\$ 205,020</b>	<b>\$ 205,020</b>	<b>\$ 5,740</b>	<b>2.9%</b>	
<b>TOTAL FINANCE</b>	<b>\$ (3,610,139)</b>	<b>\$ (4,278,096)</b>	<b>\$ (4,307,984)</b>	<b>\$ (3,854,472)</b>	<b>\$ (2,549,118)</b>	<b>\$ (4,306,382)</b>	<b>\$ (4,306,382)</b>	<b>\$ (451,910)</b>	<b>11.7%</b>	

	BUDGET LINE ITEM DETAIL									
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>UNION/NON UNION SALARY</b>										
UNION NON UNION SAL ADJS	\$ 1,085	\$ 48,455	\$ 9,000	\$ 82	\$ -	\$ 335,000	\$ 335,000	\$ 334,918	408436.6%	
FICA	\$ -	\$ 3,633	\$ 678	\$ 9	\$ -	\$ 25,603	\$ 25,603	\$ 25,594	284377.8%	
MSRS + ICMA	\$ -	\$ -	\$ 80	\$ 605	\$ -	\$ 32,074	\$ 32,074	\$ 31,469	5201.5%	
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 1,085</b>	<b>\$ 52,088</b>	<b>\$ 9,758</b>	<b>\$ 696</b>	<b>\$ -</b>	<b>\$ 392,677</b>	<b>\$ 392,677</b>	<b>\$ 391,981</b>	<b>56319.1%</b>	
<b>TOTAL UNION/NON UNION SALARY</b>	<b>\$ 1,085</b>	<b>\$ 52,088</b>	<b>\$ 9,758</b>	<b>\$ 696</b>	<b>\$ -</b>	<b>\$ 392,677</b>	<b>\$ 392,677</b>	<b>\$ 391,981</b>	<b>56319.1%</b>	

<b>EMPLOYEE BENEFITS</b>										
UNEMPLOYMENT	\$ 14,730	\$ 18,491	\$ 19,066	\$ 16,000	\$ 9,908	\$ 18,000	\$ 18,000	\$ 2,000	12.5%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 14,730</b>	<b>\$ 18,491</b>	<b>\$ 19,066</b>	<b>\$ 16,000</b>	<b>\$ 9,908</b>	<b>\$ 18,000</b>	<b>\$ 18,000</b>	<b>\$ 2,000</b>	<b>12.5%</b>	
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 14,730</b>	<b>\$ 18,491</b>	<b>\$ 19,066</b>	<b>\$ 16,000</b>	<b>\$ 9,908</b>	<b>\$ 18,000</b>	<b>\$ 18,000</b>	<b>\$ 2,000</b>	<b>12.5%</b>	

<b>FIXED CHARGES</b>										
ENTERPRISE LOAN REPAYMENT	\$ 50,000	\$ 50,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
<b>SUBTOTAL REVENUES</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	

PRINCIPAL	\$ 450,000	\$ 1,311,718	\$ 1,140,000	\$ 1,440,000	\$ 1,440,000	\$ 1,440,000	\$ 1,440,000	\$ -	0.0%
INTEREST	\$ 565,488	\$ 537,988	\$ 650,876	\$ 566,488	\$ 299,494	\$ 502,238	\$ 502,238	\$ (64,250)	-11.3%
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 1,015,488</b>	<b>\$ 1,849,706</b>	<b>\$ 1,790,876</b>	<b>\$ 2,006,488</b>	<b>\$ 1,739,494</b>	<b>\$ 1,942,238</b>	<b>\$ 1,942,238</b>	<b>\$ (64,250)</b>	<b>-3.2%</b>
<b>TOTAL FIXED CHARGES</b>	<b>\$ 965,488</b>	<b>\$ 1,799,706</b>	<b>\$ 1,765,876</b>	<b>\$ 2,006,488</b>	<b>\$ 1,739,494</b>	<b>\$ 1,942,238</b>	<b>\$ 1,942,238</b>	<b>\$ (64,250)</b>	<b>-3.2%</b>

Lender	Original Amount	Original Date	Current Balance	Interest Rate (%)	Payment Dates	Principal	Interest	Total Due
Robert W. Baird & Co, Inc. Red Bank, NJ 3M Road Bond	\$3,000,000	7/15/2013	\$600,000	3.50	11/1/2023 5/1/2024	\$ 300,000.00	\$ 10,500.00	\$ 310,500.00
							\$ 5,250.00	\$ 5,250.00
Roosevelt & Cross, Inc. Public Safety Bond	\$13,250,000	11/1/2018	\$11,030,000	5.00	11/1/2023 5/1/2024	\$ 740,000.00	\$ 199,493.75	\$ 939,493.75
							\$ 180,993.75	\$ 180,993.75
Roosevelt & Cross, Inc. Infrastructure Bond	\$4,000,000	2/11/2021	\$3,600,000	4.00	11/1/2023 5/1/2024	\$ 400,000.00	\$ 57,000.00	\$ 457,000.00
							\$ 49,000.00	\$ 49,000.00
<b>\$15,230,000</b>						<b>\$ 1,440,000.00</b>	<b>\$ 502,237.50</b>	<b>\$ 1,942,237.50</b>
Outstanding Principal after FY 2024	\$ 13,790,000.00							

<b>INSURANCES</b>										
PROPERTY & CASUALTY INS	\$ 267,167	\$ 304,968	\$ 342,639	\$ 340,000	\$ 360,943	\$ 383,000	\$ 383,000	\$ 43,000	12.6%	
WORKERS COMPENSATION	\$ 237,779	\$ 264,296	\$ 289,087	\$ 310,000	\$ 159,286	\$ 275,000	\$ 275,000	\$ (35,000)	-11.3%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 504,946</b>	<b>\$ 569,264</b>	<b>\$ 631,726</b>	<b>\$ 650,000</b>	<b>\$ 520,229</b>	<b>\$ 658,000</b>	<b>\$ 658,000</b>	<b>\$ 8,000</b>	<b>1.2%</b>	
<b>TOTAL INSURANCES</b>	<b>\$ 504,946</b>	<b>\$ 569,264</b>	<b>\$ 631,726</b>	<b>\$ 650,000</b>	<b>\$ 520,229</b>	<b>\$ 658,000</b>	<b>\$ 658,000</b>	<b>\$ 8,000</b>	<b>1.2%</b>	

BUDGET LINE ITEM DETAIL											
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE		
<b>INFORMATION CENTER</b>											
OTHER SERVICES AND CHARGES	\$ 46,435	\$ 47,482	\$ 55,900	\$ 56,935	\$ 56,935	\$ 62,376	\$ 62,376	\$ 5,441	9.6%		
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 46,435</b>	<b>\$ 47,482</b>	<b>\$ 55,900</b>	<b>\$ 56,935</b>	<b>\$ 56,935</b>	<b>\$ 62,376</b>	<b>\$ 62,376</b>	<b>\$ 5,441</b>	<b>9.6%</b>		
<b>TOTAL INFORMATION CENTER</b>	<b>\$ 46,435</b>	<b>\$ 47,482</b>	<b>\$ 55,900</b>	<b>\$ 56,935</b>	<b>\$ 56,935</b>	<b>\$ 62,376</b>	<b>\$ 62,376</b>	<b>\$ 5,441</b>	<b>9.6%</b>		

**Wells Information Center**

Managed by the Wells Chamber of Commerce

Budget Summary and Funding Request  
Town of Wells Fiscal Year Ending 6/30/2024

	Actual FYE 8/31/22	Budget FYE 8/31/23 as submitted 1/2022	Request FYE 8/31/24	Chamber Share 60%	Town Share 40%	<b>FY'24 Request</b>
<b>Personnel Expense</b>						
Salary &	\$ 84,940	\$ 82,034.00	\$ 91,905	\$ 55,143	\$ 36,762	
Payroll 1	\$ 8,494	\$ 8,203.00	\$ 9,190	\$ 5,514	\$ 3,676	
Employee	\$ 13,500	\$ 13,500.00	\$ 13,500	\$ 8,100	\$ 5,400	
<b>Operating Expense</b>						
Postage	\$ 7,755	\$ 6,788.00	\$ 7,988	\$ 4,793	\$ 3,195	
Insuranc	\$ 5,593	\$ 5,543.00	\$ 5,873	\$ 3,524	\$ 2,349	
Office	\$ 10,526	\$ 10,385.00	\$ 10,842	\$ 6,505	\$ 4,337	
<b>Utilites</b>						
Telepho	\$ 2,907	\$ 3,828.00	\$ 2,995	\$ 1,797	\$ 1,198	
Electric	\$ 4,046	\$ 3,452.00	\$ 4,248	\$ 2,549	\$ 1,699	
Water &	\$ 382	\$ 400.00	\$ 393	\$ 236	\$ 157	
Repairs & Maintenar	\$ 8,576	\$ 8,204.00	\$ 9,005	\$ 5,403	\$ 3,602	
<b>Totals</b>	<b>\$ 146,719</b>	<b>\$ 142,337.00</b>	<b>\$ 155,939</b>	<b>\$ 93,563</b>	<b>\$ 62,376</b>	<b>\$ 62,376</b>

Submitted November 2022 by Chamber

BUDGET LINE ITEM DETAIL									
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	DEPT HEAD	TOWN MANAGER	DOLLAR	PCT
	ACTUALS	ACTUALS	ACTUALS	REVISED	ACTUALS	PROPOSED	PROPOSED	CHANGE	CHANGE
<b>IT INFRASTRUCTURE</b>									
MAINTENANCE	\$ 264,450	\$ 312,924	\$ 302,209	\$ 340,000	\$ 151,042	\$ 413,000	\$ 413,000	\$ 73,000	21.5%
TECHNOLOGY COMMITTEE	\$ 18,042	\$ 2,379	\$ 481	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 282,492</b>	<b>\$ 315,303</b>	<b>\$ 302,690</b>	<b>\$ 340,000</b>	<b>\$ 151,042</b>	<b>\$ 413,000</b>	<b>\$ 413,000</b>	<b>\$ 73,000</b>	<b>21.5%</b>
<b>TOTAL IT INFRASTRUCTURE</b>	<b>\$ 282,492</b>	<b>\$ 315,303</b>	<b>\$ 302,690</b>	<b>\$ 340,000</b>	<b>\$ 151,042</b>	<b>\$ 413,000</b>	<b>\$ 413,000</b>	<b>\$ 73,000</b>	<b>21.5%</b>

	FY 23	FY 24
Software Licensing/Monthly Recurring Fee		
MUNIS	\$54,400.00	\$70,000.00
Vision	\$10,000.00	\$21,364.00
Urban	\$2,000.00	\$2,000.00
General Assistance	\$1,500.00	\$1,500.00
Transfer Station Stickers		\$500.00
Pubworks	\$2,900.00	\$3,485.00
Treeno & Autostore	\$5,000.00	\$5,000.00
Townhall Streams	\$3,500.00	\$3,500.00
Website (Hosting, Flipsnack, Website Refresh)		\$7,000.00
Website GIS Annual Fee		\$3,000.00
ESRI License		\$500.00
ARC GIS Creator License		\$500.00
CAI Annual Fee (Advanced Quarries Fee)		\$800.00
PW - Mitchell Diagnostic Software		\$2,000.00
PW - Server for Fuel System		\$6,000.00
Unforeseen Needs	\$3,992.00	\$3,667.00
Total Town Software Licensing/Recurring Fees	\$83,292.00	\$130,816.00
Logically Proposed Budget		
Managed Services	\$234,108.00	\$260,004.00
Annual Warranty/Support	\$22,600.00	\$22,180.00
Total Logically	\$256,708.00	\$282,184.00
Total Information Technology	\$340,000.00	\$413,000.00

**Logically Services**

**Logically Monthly Recurring**

Logically Managed Services Contract	\$112,800.00
Logically VCIO	\$18,000.00
Logically Security	\$46,800.00
Backup	\$30,000.00

**Logically Totals** **\$207,600.00**

**Other Monthly Recurring**

O365 licensing (Vendor: LiftOff)	\$38,004.00
Azure AD Premium P1 (Vendor: LiftOff)	\$14,400.00

**Total Contracts** **\$52,404.00**

**Infrastructure Warranty/Support Renewals (Annual Costs)**

Server Infrastructure Support Renewals (Nimble/HPE/Dell)	\$9,000.00
Firewall Support Renewals (Fortigate)	\$7,500.00
Network Infrastructure Support Renewals (Cisco/Meriaki)	\$5,000.00
SSL Cert	\$680.00

**Total Warranty/Support** **\$22,180.00**

**Logically Total** **\$282,184.00**



## FY 2024 CIP Request

Department:	Town Manager
Project/Item Name:	IT Projects and Hardware
Total Project Cost:	\$438,150
Project Funding Source:	Taxation
Annual Operating Costs:	
Annual Maintenance Costs:	
Estimated Life:	
Departmental Priority:	

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	X
Infrastructure		Equipment	
Other			

Description of Project/Item: Allow for purchase of IT Infrastructure needs purchases during the fiscal year.

Project Justification and Implementation Strategy:

The Town’s outside IT provider has provided the Town with a long-range projection of replacement needs. Attached is a listing of the IT needs that are projected for FY 24 and beyond.

Other Information:

IMPLMENTATION SCHEDULE (Fiscal Years)						
As requested by Vendor	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	\$438,150	\$375,000	\$40,000			
Amount to be Added to Reserve per Year:	\$438,150	\$375,000	\$40,000			

## Town of Wells IT Budget - CAP FY24 - FY28

Type	Location	Device/Application	Install Date	Lifespan yrs	FY	Model	Equipment or Labor	FY Totals	Comments
<b>Power / Battery Backup</b>									
UPS	PD	APC-UPS SRT6000	2019	5	24	6kva	\$ 7,500.00		30A - w/Network Monitor Card
UPS	FD	APC-UPS SRT6000	2019	5	24	6kva	\$ 7,500.00		30A - w/Network Monitor Card
PDU - Power Distribution Unit	PD	Inteligent - Metered PDU	2019	5	24	N/A	\$ 1,500.00		Smart PDU Power Poles - Metered
PDU - Power Distribution Unit	PD	Inteligent - Metered PDU	2019	5	24	N/A	\$ 1,500.00		Smart PDU Power Poles - Metered
PDU - Power Distribution Unit	FD	Inteligent - Metered PDU	2019	5	24	N/A	\$ 1,500.00		Smart PDU Power Poles - Metered
PDU - Power Distribution Unit	FD	Inteligent - Metered PDU	2019	5	24	N/A	\$ 1,500.00		Smart PDU Power Poles - Metered
UPS	Town Hall	APC1500	2015	5	24	1.5kva	\$ 1,150.00		120v - w/Network Monitor Card
UPS	Public Works	APC1500	2015	5	24	1.5kva	\$ 1,150.00		120v - w/Network Monitor Card
UPS	Library	APC1500	2015	5	24	1.5kva	\$ 1,150.00		120v - w/Network Monitor Card
UPS	Parks and Rec	APC1500	2015	5	24	1.5kva	\$ 1,150.00		120v - w/Network Monitor Card
UPS	Harbormaster	APC1500	2015	5	24	1.5kva	\$ 1,150.00		120v - w/Network Monitor Card
UPS	Transfer Station	APC 250/500	2015	5	24	.250/.500kva	\$ 400.00	\$ 27,150.00	120v - w/Network Monitor Card
<b>Server Infrastructure</b>									
Evidence Server - Storage01	PD	Intel System	2017	5	23	Dell PowerEdge 540	\$ 15,500.00	\$ 15,500.00	Evidence Archive Server
TOWDC01 - Physical Domain Controller	PD	Dell PowerEdge R340	2019	5	24	Dell R340	\$ 6,500.00		PD physical DC, located in PD
WTHDC01 - Physical Domain Controller	Town Hall	Dell PowerEdge R320	2014	5	24	Dell R320	\$ 6,500.00		PD physical DC, located in PD
WPL-PUBVMH1 - Hyper-V Host	Library	Dell PowerEdge T110	2012	5	24	Dell T110	\$ 12,500.00	\$ 25,500.00	Library Host
TOWHVHOST01 - HYPER-V Host 1	PD	Dell PowerEdge R640	2019	5	25	Dell R640	\$ 27,750.00		VMhost1, located in PD
TOWHVHOST02 - HYPER-V Host 2	PD	Dell PowerEdge R640	2019	5	25	Dell R640	\$ 27,750.00		VMhost2, located in PD
TOWHVHOST03 - HYPER-V Host 3	PD	Dell PowerEdge R640	2019	5	25	Dell R640	\$ 27,750.00		VMhost3, located in PD
Nimble SAN - Storage Area Network Appliance	PD	Nimble HF40	2019	5	25	Nimble HFFX	\$ 95,000.00		Storage Appliance
Storage Switch 1	PD	Aruba 3810M	2019	5	25	HPE 10GB	\$ 12,000.00		SAN Switch
Storage Switch 2	PD	Aruba 3810M	2019	5	25	HPE 10GB	\$ 12,000.00		SAN Switch
Microsoft Licensing Upgrade	All	Microsoft Server and User Licensing	New	6	25	Server 2022 Datacenter	\$ 57,000.00		Windows Server DataCenter Licensing
Microsoft Licensing Upgrade	All	Microsoft User CALS	New	6	25	Server 2022 User CALs	\$ 6,750.00		Windows Server User CALs
Microsoft Licensing Upgrade	All	Microsoft User CALS	New	6	25	Server 2022 User CALs	\$ 2,250.00	\$ 268,250.00	15 RDS PerUser Cals
<b>Network Infrastructure</b>									

Switch	Town Hall	LAN Switch Stack	2015	5	23	Cisco 9200 - 48 Port	\$	8,500.00		LAN Switch
Switch	Town Hall	LAN Switch Stack	2015	5	23	Cisco 9200 - 48 Port	\$	8,500.00		LAN Switch
Switch	Town Hall	LAN Switch Stack	2015	5	23	Cisco 9200 - 48 Port	\$	8,500.00	\$ 25,500.00	LAN Switch
Switch	PD	WAN Switch	NEW	5	24	Cisco 9200 - 48 Port	\$	12,500.00		Core Switch
Switch	PD	Core L3 Switch	2019	5	24	Cisco 9200 - 48 Port	\$	12,500.00		Core Switch
Switch	PD	Core L3 Switch	2019	5	24	Cisco 9200 - 48 Port	\$	12,500.00		Core Switch
Switch	PD	LAN Switch Stack	2019	5	24	Cisco 9200 - 48 Port	\$	8,500.00		LAN Switch
Switch	PD	LAN Switch Stack	2019	5	24	Cisco 9200 - 48 Port	\$	8,500.00		LAN Switch
Switch	PD	LAN Switch Stack	2019	5	24	Cisco 9200 - 48 Port	\$	8,500.00		Core switch
Switch	PD	LAN Switch Stack	2019	5	24	Cisco 9200 - 48 Port	\$	8,500.00		LAN Switch
Switch	PD	LAN Switch Stack	2019	5	24	Cisco 9200 - 48 Port	\$	8,500.00		LAN Switch
Switch	PD	LAN Switch Stack	2019	5	24	Cisco 9200 - 48 Port	\$	8,500.00		LAN Switch
Switch	PD	LAN Switch Stack	2019	5	24	Cisco 9200 - 48 Port	\$	8,500.00		LAN Switch
Switch	FD	LAN Switch Stack	2019	5	24	Cisco 9200 - 48 Port	\$	8,500.00		LAN Switch
Switch	FD	LAN Switch Stack	2019	5	24	Cisco 9200 - 48 Port	\$	8,500.00		LAN Switch
Switch	Public Works	LAN Switch	2012	5	24	Cisco 9200 - 24 Port	\$	6,500.00		LAN Switch
Switch	Library	LAN Switch Stack	2012	5	24	Cisco 9200 - 48 Port	\$	8,500.00		LAN Switch
Switch	Library	LAN Switch Stack	2012	5	24	Cisco 9200 - 48 Port	\$	8,500.00		LAN Switch
Switch	Parks and Rec	LAN Switch	2012	5	24	Cisco 9200 - 24 Port	\$	6,500.00		LAN Switch
Switch	Harbormaster	LAN Switch	2022	5	24	Cisco - 8/12 Port	\$	5,000.00	\$ 149,000.00	LAN Switch

**Wireless Infrastructure**

Access Point Upgrades	All	Meraki	NEW	5	24	MR46	\$	25,000.00	\$ 25,000.00	Wireless Access Points / Labor
Access Point - Activities Center WiFi	Parks and Rec	Meraki MR45	2020	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point - Activities Center WiFi	Parks and Rec	Meraki MR45	2020	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point - Activities Center WiFi	Parks and Rec	Meraki MR45	2020	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 1	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 2	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 3	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 4	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 5	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 6	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 7	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor

Access Point 8	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 9	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 10	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 11	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 12	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 13	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 14	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 15	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 16	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 17	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 18	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 19	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 20	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 21	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 22	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 23	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00		Wireless Access Points / Labor
Access Point 24	PD/FD	Meraki MR42	2019	5	25	MR4X	\$	1,250.00	\$ 33,750.00	Wireless Access Points / Labor
Access Point 1	Harbormaster	Meraki MR76	2023	5	28	MR76	\$	2,500.00		Wireless Access Points / Labor
Access Point 2	Harbormaster	Meraki MR76	2023	5	28	MR76	\$	2,500.00	\$ 5,000.00	Wireless Access Points / Labor

### Firewalls

Firewall FG200B	Town Hall	200B	N/A	5	20	RETIRE	\$	-		RETIRE - Transition to ELAN Fiber
Firewall FG90D	Public Works	90D	N/A	5	24	FG60F	\$	3,500.00		
Firewall FG90D	Parks and Rec	90D	N/A	5	24	FG60X	\$	3,500.00		
Firewall FG30D	Train Station	30D	N/A	5	24	FG60F	\$	3,500.00		
FGR60D (Rugged)	Traffic	60D Rugged	N/A	5	24	FG60F	\$	3,500.00	\$ 14,000.00	
Firewall FG90E	Library	90E	N/A	5	25	FG60F	\$	3,500.00		
Firewall FG30E	Harbormaster	30E	N/A	5	25	FG60X	\$	3,500.00		
Firewall FG60E	Transfer Station	60E	N/A	5	25	FG60x	\$	3,500.00	\$ 10,500.00	
Firewall FG200E - HA	PD	200E	N/A	5	26	FG200X	\$	25,000.00	\$ 25,000.00	HA Pair - 2GB Internet
Firewall FG40F - Activities Center	Parks and Rec	40F	N/A	5	27	FG40X	\$	2,500.00	\$ 2,500.00	

### Projects

Town Fiber /Phones Project	All	ELAN Fiber for all Locations / Phones	New	N/A	23	ELAN Fiber	\$	15,000.00	\$ 112,500.00	ELAN for Library + Town Hall to Public Safety
TH Firewall Refresh (5 Year Support Contract)					23			\$15,000.00		
TH Network Switch (5 Year Support Contract)					23			\$22,000.00		
TH Server Room 80 Hours (Decommission Hardware/Re-Cabling)					23			\$15,000.00		
Public Works - Virtual Server Refresh					23			\$7,500.00		
PD Virtual AVL Server Refresh					23			\$7,500.00		
Library Patron/SPOT Host Server Refresh					23			\$18,000.00		
PD Storage01 Archive Server Refresh					23			\$12,500.00		
Town Fiber /Phones Project	All	ELAN Fiber for all Locations	New	N/A	24	ELAN Fiber	\$	75,000.00		ELAN for remaining sites

Azure Multi-factor Authentication	All	Implement MFA	New	5	24	Azure / 0365	\$	5,000.00		VM Builds - SSL VPN - RDP MFA
Rebuild and Retire Town Hall Servers	Town Hall	Migrate Last Server from	New	5	24	Microsoft Servers	\$	7,500.00		Rebuild/Retire VMs
Network Infrastructure Upgrades	All	Switching Upgrade Labor	New	6	24	Cisco	\$	20,000.00		Labor / Recabling
Firewall Project	All	Firewall Project Labor	New	5	24	FortiNet	\$	15,000.00	\$ 122,500.00	Labor
Server Infrastructure Upgrade	All	PD DataCenter	New	5	25	Multi-Vendor	\$	62,500.00	\$ 62,500.00	Project/PM Labor for Server Infrastructure and Power Upgrades

**Hardware Replacements**

Equipment Refresh, General fund					24		\$	25,000.00		
Workstations/Laptop Refresh					24		\$	50,000.00	\$ 75,000.00	

FY Totals	23	\$ 153,500.00
	24	\$ 438,150.00
	25	\$ 375,000.00
	26-later	\$ 32,500.00
		\$ 999,150.00

BUDGET LINE ITEM DETAIL									
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE
<b>PLANNING</b>									
MISCELLANEOUS	\$ 62	\$ 234	\$ 314	\$ 200	\$ -	\$ 200	\$ 200	\$ -	0.0%
TOWN PLANNER'S TIME	\$ -	\$ -	\$ 102	\$ -	\$ -	\$ 200	\$ 200	\$ 200	100.0%
PLANNING BOARD APPLICATIONS	\$ 18,305	\$ 14,174	\$ 30,448	\$ 16,000	\$ 12,134	\$ 20,000	\$ 20,000	\$ 4,000	25.0%
STAFF REVIEW FEES	\$ 1,430	\$ 1,486	\$ 1,867	\$ 1,000	\$ 325	\$ 1,500	\$ 1,500	\$ 500	50.0%
PLAN/CEO APPLICATION FEES	\$ 950	\$ 900	\$ 300	\$ 1,000	\$ 990	\$ 1,000	\$ 1,000	\$ -	0.0%
<b>SUBTOTAL REVENUES</b>	<b>\$ 20,747</b>	<b>\$ 16,793</b>	<b>\$ 33,030</b>	<b>\$ 18,200</b>	<b>\$ 13,450</b>	<b>\$ 22,900</b>	<b>\$ 22,900</b>	<b>\$ 4,700</b>	<b>25.8%</b>
REGULAR	\$ 86,080	\$ 93,464	\$ 97,878	\$ 104,407	\$ 53,415	\$ 107,694	\$ 107,694	\$ 3,287	3.1%
RESERVE/SEASONAL	\$ -	\$ 3,387	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
PLANNER'S ASSISTANT	\$ 53,234	\$ 55,058	\$ 59,844	\$ 59,874	\$ 33,326	\$ 62,842	\$ 62,842	\$ 2,968	5.0%
FICA	\$ 9,280	\$ 10,448	\$ 10,993	\$ 11,274	\$ 5,965	\$ 11,747	\$ 11,747	\$ 473	4.2%
MSRS + ICMA	\$ 9,409	\$ 11,088	\$ 12,673	\$ 13,963	\$ 7,373	\$ 15,161	\$ 15,161	\$ 1,198	8.6%
HEALTH INSURANCE	\$ 38,117	\$ 39,177	\$ 40,389	\$ 41,133	\$ 21,771	\$ 41,616	\$ 41,616	\$ 483	1.2%
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 196,121</b>	<b>\$ 212,621</b>	<b>\$ 221,776</b>	<b>\$ 230,651</b>	<b>\$ 121,849</b>	<b>\$ 239,060</b>	<b>\$ 239,060</b>	<b>\$ 8,409</b>	<b>3.6%</b>
TRANSPORTATION	\$ 350	\$ -	\$ -	\$ 200	\$ -	\$ 200	\$ 200	\$ -	0.0%
PRINTING & BINDING	\$ 3,799	\$ 3,403	\$ 4,381	\$ 3,500	\$ 1,271	\$ 3,500	\$ 3,500	\$ -	0.0%
COMPUTERS	\$ -	\$ 21	\$ -	\$ 200	\$ -	\$ 200	\$ 200	\$ -	0.0%
DUES- SMRPC	\$ 6,952	\$ 22,160	\$ 22,160	\$ 24,400	\$ 7,375	\$ 28,000	\$ 28,000	\$ 3,600	14.8%
SURVEY & APPRAISAL	\$ -	\$ 4,500	\$ 11,841	\$ 6,000	\$ -	\$ 6,000	\$ 6,000	\$ -	0.0%
OTHER SERVICES AND CHARGES	\$ 780	\$ 827	\$ 552	\$ 400	\$ 275	\$ 500	\$ 500	\$ 100	25.0%
OFFICE SUPPLIES	\$ 1,883	\$ 1,554	\$ 1,692	\$ 1,500	\$ 341	\$ 1,700	\$ 1,700	\$ 200	13.3%
GENERAL - TRAINING	\$ 351	\$ 299	\$ 255	\$ 600	\$ 65	\$ 500	\$ 500	\$ (100)	-16.7%
MATERIALS	\$ -	\$ -	\$ -	\$ 200	\$ -	\$ 200	\$ 200	\$ -	0.0%
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 14,114</b>	<b>\$ 32,764</b>	<b>\$ 40,881</b>	<b>\$ 37,000</b>	<b>\$ 9,328</b>	<b>\$ 40,800</b>	<b>\$ 40,800</b>	<b>\$ 3,800</b>	<b>10.3%</b>
<b>TOTAL PLANNING</b>	<b>\$ 189,488</b>	<b>\$ 228,592</b>	<b>\$ 229,628</b>	<b>\$ 249,451</b>	<b>\$ 117,728</b>	<b>\$ 256,960</b>	<b>\$ 256,960</b>	<b>\$ 7,509</b>	<b>3.0%</b>



## FY 2024 CIP Request

Department:	Planning, Code, Assessing
Project/Item Name:	GIS Updates and Maintenance
Total Project Cost:	\$60,000
Project Funding Source:	Taxation
Annual Operating Costs:	
Annual Maintenance Costs:	
Estimated Life:	3 years - Ongoing
Departmental Priority:	High

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	X
Infrastructure		Equipment	
Other			

Description of Project/Item:

This has been an ongoing CIP project/fund since the late 2000's. The project is to maintain and improve the GIS mapping and tax map information. Every 3 to 5 years the State GIS Office helps Towns to acquire regional updated aerial imagery by a regional contract with a provider. The items projected for the next 3 years are new imagery, updated lidar topography, updated building footprints and associated georeferencing updates to state plane coordinates. Updates by the Town's GIS provider (CAI) are also planned for more advance search modules.

Project Justification and Implementation Strategy:

New aerials (2022) have been acquired, the next period for an update would be in 3 years. Current topography is from 2012 and needs to be updated. Building footprint were created in 2016. The Assessing, Planning and Code Office utilize the GIS Mapping consistently for many purposes every day. The general public and real estate sectors also consistently use this information.

Other Information:

IMPLMENTATION SCHEDULE (Fiscal Years)						
As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	20,000	20,000	20,000			
Amount to be Added to Reserve per Year:	20,000	20,000	20,000			



## FY 2024 CIP Request

Department:	Planning
Project/Item Name:	Comp Plan Update and Implementation
Total Project Cost:	\$40,000
Project Funding Source:	Taxation
Annual Operating Costs:	
Annual Maintenance Costs:	
Estimated Life:	3 years
Departmental Priority:	High

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	
Infrastructure		Equipment	
Other	X		

Description of Project/Item:

The current Comp Plan Update is scheduled to be on the June 2023 Town Meeting for possible adoption but may be delayed to November 2023. Costs for the consultants, public notice and hearings, document copying, and other expenses may be required in 2023-24. The next phase is implementing of the plan which will continue for 2 to 3 years after adoption. Meeting, legal and possible consultant costs will be needed.

Project Justification and Implementation Strategy:

The Comp Plan Update and implementation is required by Town Ordinance and State statute.

Other Information:

IMPLMENTATION SCHEDULE (Fiscal Years)						
As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	20,000	10,000	10,000			
Amount to be Added to Reserve per Year:	20,000	10,000	10,000			

BUDGET LINE ITEM DETAIL										
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>TOWN CLERK</b>										
ALCOHOLIC BEVERAGES	\$ 2,060	\$ 2,070	\$ 1,840	\$ 2,000	\$ 910	\$ 2,000	\$ 2,000	\$ -	0.0%	
HUNTING & FISHING AGENT FEE	\$ 1,924	\$ 2,136	\$ 2,112	\$ 2,000	\$ 866	\$ 2,000	\$ 2,000	\$ -	0.0%	
BUS LICENSES & OTHER	\$ 26,559	\$ 26,779	\$ 32,759	\$ 28,000	\$ 12,949	\$ 28,000	\$ 28,000	\$ -	0.0%	
TOWN LODGING REVENUE	\$ 30,170	\$ 29,170	\$ 29,760	\$ 29,000	\$ -	\$ 29,000	\$ 29,000	\$ -	0.0%	
LEGAL ADS	\$ 3,626	\$ 3,724	\$ 3,332	\$ 3,900	\$ 1,470	\$ 3,700	\$ 3,700	\$ (200)	-5.1%	
BACKGROUND CHECKS	\$ 650	\$ 615	\$ 600	\$ 700	\$ 50	\$ 700	\$ 700	\$ -	0.0%	
BOATS	\$ 11,434	\$ 12,990	\$ 12,548	\$ 12,000	\$ 2,096	\$ 12,000	\$ 12,000	\$ -	0.0%	
RECORDING FEE	\$ 2,099	\$ 2,058	\$ 2,102	\$ 2,000	\$ 1,145	\$ 2,000	\$ 2,000	\$ -	0.0%	
<b>SUBTOTAL REVENUES</b>	<b>\$ 78,523</b>	<b>\$ 79,541</b>	<b>\$ 85,053</b>	<b>\$ 79,600</b>	<b>\$ 19,486</b>	<b>\$ 79,400</b>	<b>\$ 79,400</b>	<b>\$ (200)</b>	<b>-0.3%</b>	
REGULAR	\$ 67,677	\$ 69,687	\$ 73,045	\$ 75,470	\$ 39,757	\$ 79,244	\$ 79,244	\$ 3,774	5.0%	
OVERTIME	\$ 1,877	\$ 1,906	\$ 1,526	\$ 2,000	\$ 398	\$ 2,000	\$ 2,000	\$ -	0.0%	
FULL-TIME DEPUTY	\$ 144,733	\$ 118,126	\$ 92,259	\$ 103,365	\$ 54,429	\$ 160,098	\$ 160,098	\$ 56,733	54.9%	
ELECTION WORKERS	\$ 9,064	\$ 30,601	\$ 10,157	\$ 30,000	\$ 14,907	\$ 30,000	\$ 30,000	\$ -	0.0%	
FICA	\$ 15,527	\$ 15,024	\$ 12,179	\$ 15,007	\$ 7,527	\$ 19,232	\$ 19,232	\$ 4,225	28.2%	
MSRS + ICMA	\$ 14,321	\$ 13,994	\$ 13,848	\$ 15,202	\$ 8,954	\$ 21,468	\$ 21,468	\$ 6,266	41.2%	
HEALTH INSURANCE	\$ 67,563	\$ 54,648	\$ 55,123	\$ 56,128	\$ 28,761	\$ 77,424	\$ 77,424	\$ 21,296	37.9%	
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 320,763</b>	<b>\$ 303,986</b>	<b>\$ 258,137</b>	<b>\$ 297,172</b>	<b>\$ 154,734</b>	<b>\$ 389,466</b>	<b>\$ 389,466</b>	<b>\$ 92,294</b>	<b>31.1%</b>	
PRINTING & BINDING	\$ 2,700	\$ 2,700	\$ 2,700	\$ 2,700	\$ 1,824	\$ 2,700	\$ 2,700	\$ -	0.0%	
TELEPHONE	\$ 2,256	\$ 1,900	\$ 1,440	\$ 1,850	\$ 720	\$ 1,440	\$ 1,440	\$ (410)	-22.2%	
COMPUTERS	\$ 800	\$ 205	\$ 110	\$ 500	\$ -	\$ 500	\$ 500	\$ -	0.0%	
TECHNOLOGY	\$ 705	\$ 650	\$ 471	\$ 800	\$ 575	\$ 800	\$ 800	\$ -	0.0%	
OTHER SERVICES AND CHARGES	\$ 146	\$ 90	\$ 210	\$ 800	\$ 60	\$ 800	\$ 800	\$ -	0.0%	
LEGAL ADS	\$ 2,216	\$ 2,202	\$ 2,661	\$ 2,300	\$ 1,011	\$ 2,600	\$ 2,600	\$ 300	13.0%	
BACKGROUND CHECKS	\$ 21	\$ 147	\$ 231	\$ 500	\$ 42	\$ 300	\$ 300	\$ (200)	-40.0%	
ELECTION SUPPLIES	\$ 1,144	\$ 954	\$ 1,136	\$ 1,600	\$ 601	\$ 1,600	\$ 1,600	\$ -	0.0%	
ELECTIONS	\$ 15,216	\$ 3,978	\$ 10,878	\$ 16,000	\$ 4,326	\$ 16,000	\$ 16,000	\$ -	0.0%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 25,203</b>	<b>\$ 12,827</b>	<b>\$ 19,837</b>	<b>\$ 27,050</b>	<b>\$ 9,159</b>	<b>\$ 26,740</b>	<b>\$ 26,740</b>	<b>\$ (310)</b>	<b>-1.1%</b>	
<b>TOTAL TOWN CLERK</b>	<b>\$ 267,444</b>	<b>\$ 237,272</b>	<b>\$ 192,921</b>	<b>\$ 244,622</b>	<b>\$ 144,407</b>	<b>\$ 336,806</b>	<b>\$ 336,806</b>	<b>\$ 92,184</b>	<b>37.7%</b>	



## FY 2024 CIP Request

Department:	Town Clerk
Project/Item Name:	Voting Machine Purchase
Total Project Cost:	\$35,000
Project Funding Source:	Taxation
Annual Operating Costs:	
Annual Maintenance Costs:	
Estimated Life:	6-10
Departmental Priority:	

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	
Infrastructure		Equipment	X
Other			

Description of Project/Item:

The tabulators for elections are used at least twice a year for voting in June and November. The State of Maine currently leases the Town four machines to supplement the two machines owned by the Town. On occasion the Town will lease two additional machines from another company for busy elections. The rental costs for a machine is currently \$500.00.

Project Justification and Implementation Strategy:

The State of Maine has been telling clerks for three years that new machines will need to be purchased. However, due to change in guidelines at the State level the State does not have an exact purchase date or per unit cost. Using current pricing from vendors it is estimated that a new machine would cost at least \$3,000. Currently reserve fund 0736 was created for the future purchase of voting machines. The reserve fund has \$16,612.78 at this time. This request is to add an additional \$19,000 to fund for the future purchase of ten machines.

Other Information:

IMPLMENTATION SCHEDULE (Fiscal Years)						
As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:						
Amount to be Reserved for Future Purchase:	19,000					



## FY 2024 Staffing Request

Department:	Town Clerk
Position Requested:	Deputy Town Clerk/Office Manager
Total Position Cost:	\$86,338
Funding Source:	Taxation

Type of Position Change:	New Position		Modification to Position	
	Refund Position	X		

**Position Justification:** This position has been vacant since July 2020. The current budget refunds this position within the Town Clerk salary lines. We are unable to meet all of our customers' needs due to the short staffing. The Deputy Town Clerk/ Office Manager would work in all aspects of our office, including but not limited to, elections, absentee voting, and assisting in the State of Maine CVR program. Dog licenses, sportsman's & shellfish licenses, ATV, boats & snowmobile registrations. Issuing birth, death & marriages. Issuance of all business licenses (including lodging, restaurants, liquor & special amusement licenses, food trucks, massage, and many others). Genealogy and other research projects. Would be responsible for daily, weekly, monthly and yearly customer transactions and reconciliation. This office is high traffic. Customer service is a priority.

BUDGET LINE ITEM DETAIL									
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE
<b>TOWN MANAGER</b>									
REGULAR	\$ 126,520	\$ 133,782	\$ 139,115	\$ 123,179	\$ 75,031	\$ 142,000	\$ 142,000	\$ 18,821	15.3%
PART-TIME	\$ 26,438	\$ 27,569	\$ 39,963	\$ 41,946	\$ 20,845	\$ 13,908	\$ 13,908	\$ (28,038)	-66.8%
ADMINISTRATIVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 49,754	\$ 49,754	\$ 49,754	100.0%
OVERTIME	\$ 1,147	\$ 775	\$ 94	\$ 1,000	\$ 104	\$ 1,000	\$ 1,000	\$ -	0.0%
TOWN MANAGER'S ASSISTANT	\$ 51,781	\$ 55,324	\$ 53,565	\$ 61,448	\$ 32,435	\$ 61,578	\$ 61,578	\$ 130	0.2%
TM TRANSPORTATION STIPEND	\$ 4,800	\$ 5,200	\$ 4,400	\$ 4,800	\$ 800	\$ 4,800	\$ 4,800	\$ -	0.0%
FICA	\$ 13,740	\$ 14,473	\$ 14,693	\$ 15,946	\$ 9,662	\$ 20,933	\$ 20,933	\$ 4,987	31.3%
MSRS + ICMA	\$ 38,782	\$ 26,273	\$ 22,539	\$ 23,228	\$ 31,152	\$ 45,352	\$ 45,352	\$ 22,124	95.2%
HEALTH INSURANCE	\$ 39,060	\$ 40,077	\$ 38,937	\$ 49,847	\$ 10,770	\$ 32,516	\$ 32,516	\$ (17,331)	-34.8%
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 302,269</b>	<b>\$ 303,473</b>	<b>\$ 313,306</b>	<b>\$ 321,394</b>	<b>\$ 180,800</b>	<b>\$ 371,841</b>	<b>\$ 371,841</b>	<b>\$ 50,447</b>	<b>15.7%</b>
TRANSPORTATION	\$ 202	\$ 200	\$ 259	\$ 500	\$ 96	\$ 300	\$ 300	\$ (200)	-40.0%
PRINTING & BINDING	\$ 4,145	\$ 3,498	\$ 4,855	\$ 4,500	\$ 555	\$ 5,000	\$ 5,000	\$ 500	11.1%
TELEPHONE	\$ 1,047	\$ 633	\$ 562	\$ 1,000	\$ 440	\$ 1,000	\$ 1,000	\$ -	0.0%
AGREEMENTS/CONTRACTS	\$ 2,959	\$ 1,048	\$ 1,781	\$ 2,500	\$ 1,080	\$ 2,500	\$ 2,500	\$ -	0.0%
MMA MEMBERSHIP	\$ 19,466	\$ 19,408	\$ 20,426	\$ 21,000	\$ -	\$ 21,000	\$ 21,000	\$ -	0.0%
EASTERN TRAIL DUES	\$ 5,000	\$ 5,000	\$ 5,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	0.0%
LEGAL SERVICES	\$ 112,819	\$ 131,288	\$ 165,730	\$ 126,000	\$ 72,299	\$ 135,000	\$ 135,000	\$ 9,000	7.1%
OTHER SERVICES AND CHARGES	\$ 755	\$ 1,073	\$ 579	\$ 1,200	\$ 169	\$ 1,200	\$ 1,200	\$ -	0.0%
CONTINGENCY FUND	\$ 1,017	\$ 357	\$ 352	\$ 1,000	\$ 180	\$ 1,000	\$ 1,000	\$ -	0.0%
CODE UPDATES	\$ 4,321	\$ 3,805	\$ 3,158	\$ 5,000	\$ 722	\$ 5,000	\$ 5,000	\$ -	0.0%
LEGAL ADS	\$ 10,351	\$ 5,311	\$ 6,010	\$ 7,500	\$ 3,369	\$ 7,500	\$ 7,500	\$ -	0.0%
EVENT SUPPORT	\$ 3,596	\$ 1,126	\$ 2,954	\$ 5,000	\$ 1,129	\$ 5,000	\$ 5,000	\$ -	0.0%
HARBOR PARK CONCERT SERIES	\$ 8,500	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 10,000	\$ 10,000	\$ 2,000	25.0%
OPERATING SUPPLIES	\$ 343	\$ 160	\$ 6	\$ 400	\$ -	\$ 300	\$ 300	\$ (100)	-25.0%
OFFICE SUPPLIES	\$ 1,217	\$ 1,239	\$ 901	\$ 1,200	\$ 1,424	\$ 1,500	\$ 1,500	\$ 300	25.0%
GENERAL - TRAINING	\$ 2,482	\$ 1,085	\$ 1,312	\$ 2,500	\$ 35	\$ 2,000	\$ 2,000	\$ (500)	-20.0%
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 178,220</b>	<b>\$ 183,231</b>	<b>\$ 221,885</b>	<b>\$ 193,300</b>	<b>\$ 95,498</b>	<b>\$ 204,300</b>	<b>\$ 204,300</b>	<b>\$ 11,000</b>	<b>5.7%</b>
<b>TOTAL TOWN MANAGER</b>	<b>\$ 480,489</b>	<b>\$ 486,705</b>	<b>\$ 535,191</b>	<b>\$ 514,694</b>	<b>\$ 276,298</b>	<b>\$ 576,141</b>	<b>\$ 576,141</b>	<b>\$ 61,447</b>	<b>11.9%</b>
<b>SELECTBOARD</b>									
SELECTBOARD STIPEND	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 7,500	\$ 7,500	\$ 2,500	50.0%
FICA	\$ -	\$ -	\$ 383	\$ 385	\$ 383	\$ 574	\$ 574	\$ 189	49.1%
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,383</b>	<b>\$ 5,385</b>	<b>\$ 5,383</b>	<b>\$ 8,074</b>	<b>\$ 8,074</b>	<b>\$ 2,689</b>	<b>49.9%</b>
<b>BOS CONTINGENCY FUND</b>	<b>\$ 870</b>	<b>\$ 5,044</b>	<b>\$ -</b>	<b>\$ 7,500</b>	<b>\$ 652</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ (2,500)</b>	<b>-33.3%</b>
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 870</b>	<b>\$ 5,044</b>	<b>\$ -</b>	<b>\$ 7,500</b>	<b>\$ 652</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ (2,500)</b>	<b>-33.3%</b>
<b>TOTAL SELECTBOARD</b>	<b>\$ 5,870</b>	<b>\$ 10,044</b>	<b>\$ 5,383</b>	<b>\$ 12,885</b>	<b>\$ 6,035</b>	<b>\$ 13,074</b>	<b>\$ 13,074</b>	<b>\$ 189</b>	<b>1.5%</b>

BUDGET LINE ITEM DETAIL									
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE
<b>GENERAL GOVERNMENT</b>									
SEWER	\$ 894	\$ 858	\$ 582	\$ 700	\$ 128	\$ 700	\$ 700	\$ -	0.0%
ELECTRICITY	\$ 75,684	\$ 54,917	\$ 21,897	\$ 26,000	\$ 5,236	\$ 20,000	\$ 20,000	\$ (6,000)	-23.1%
WATER	\$ 1,401	\$ 1,536	\$ 2,223	\$ 3,400	\$ 1,799	\$ 4,000	\$ 4,000	\$ 600	17.6%
HEATING FUEL	\$ 4,353	\$ 3,428	\$ 3,847	\$ 5,000	\$ 894	\$ 5,000	\$ 5,000	\$ -	0.0%
TELEPHONE	\$ 8,684	\$ 10,242	\$ 5,536	\$ 6,000	\$ 2,551	\$ 6,000	\$ 6,000	\$ -	0.0%
CABLE/INTERNET	\$ -	\$ -	\$ 2,860	\$ 2,800	\$ 1,560	\$ 2,800	\$ 2,800	\$ -	0.0%
BUILDING	\$ 23,911	\$ 29,695	\$ 29,467	\$ 28,000	\$ 17,750	\$ 35,000	\$ 35,000	\$ 7,000	25.0%
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 114,928</b>	<b>\$ 100,676</b>	<b>\$ 66,412</b>	<b>\$ 71,900</b>	<b>\$ 29,919</b>	<b>\$ 73,500</b>	<b>\$ 73,500</b>	<b>\$ 1,600</b>	<b>2.2%</b>
<b>TOTAL GENERAL GOVERNMENT</b>	<b>\$ 114,928</b>	<b>\$ 100,676</b>	<b>\$ 66,412</b>	<b>\$ 71,900</b>	<b>\$ 29,919</b>	<b>\$ 73,500</b>	<b>\$ 73,500</b>	<b>\$ 1,600</b>	<b>2.2%</b>
<b>CABLE TV STUDIO</b>									
PART-TIME	\$ 4,222	\$ 2,554	\$ 5,336	\$ 6,200	\$ 3,293	\$ 7,000	\$ 7,000	\$ 800	12.9%
FICA	\$ 323	\$ 196	\$ 358	\$ 475	\$ 249	\$ 536	\$ 536	\$ 61	12.8%
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 4,545</b>	<b>\$ 2,750</b>	<b>\$ 5,694</b>	<b>\$ 6,675</b>	<b>\$ 3,542</b>	<b>\$ 7,536</b>	<b>\$ 7,536</b>	<b>\$ 861</b>	<b>12.9%</b>
CABLE ACCESS TV, COST & EQUIP	\$ 14,951	\$ 23,332	\$ 6,825	\$ 12,000	\$ 3,046	\$ 10,000	\$ 10,000	\$ (2,000)	-16.7%
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 14,951</b>	<b>\$ 23,332</b>	<b>\$ 6,825</b>	<b>\$ 12,000</b>	<b>\$ 3,046</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ (2,000)</b>	<b>-16.7%</b>
<b>TOTAL CABLE TV STUDIO</b>	<b>\$ 19,496</b>	<b>\$ 26,082</b>	<b>\$ 12,519</b>	<b>\$ 18,675</b>	<b>\$ 6,588</b>	<b>\$ 17,536</b>	<b>\$ 17,536</b>	<b>\$ (1,139)</b>	<b>-6.1%</b>

November 23, 2022

Town of Wells  
Wells Town Hall  
208 Sanford Road  
Wells, ME 04090-0398  
Attn: Mike Pardue, Town Manager



Please consider this the official annual request to appropriate **\$6,000 for fiscal year 2024** for dues and membership to the Eastern Trail Management District (ETMD) for continuing trail building and maintenance.

Now, more than ever, people are searching for a semblance of order, solace, and connection outdoors. As a wide multi-use path that is safe for walking, running, biking, skiing, and snowshoeing, while maintaining physical distancing, greenways like the Eastern Trail are essential to helping us maintain mental and physical health now and into the future. Last year's economic impact study of the Eastern Trail, in partnership with Southern Maine Planning and Development Commission, revealed that the **250,000 annual users** of the trail **generate \$46M in annual economic benefits in S. Maine**, and this will increase as we build new trail in Scarborough, Biddeford Saco, Kennebunk to N. Berwick, and eventually S. Berwick to the New Hampshire border in Kittery.

We recently completed feasibility work for a new section of trail between Kennebunk and North Berwick, which would create trail access immediately adjacent to Pratt and Whitney on Rte 9. This winter (2023) we are planning **to invest up to \$910,000 of funding for engineering design for this 11-mile section** of proposed new trail between Kennebunk and North Berwick, with funding from federal sources as well as from the Eastern Trail Alliance.

**Finally, in early 2023 we are planning to do more trail feasibility work between the proposed trail head adjacent to Pratt and Whitney and the intersection of routes 236 and 91 in South Berwick, a distance of roughly 8 miles.** This work would be completed under a Maine Department of Transportation Planning and Partnership Initiative (PPI) grant that would include the towns of North Berwick and South Berwick as well as the Eastern Trail. These grants require a 50/50 match from a non-state entity, and the Eastern Trail can provide all the match thanks to a generous donation from a trail supporter.

Thank you in advance for continuing your support of the Eastern Trail in FY 2024. Financial support your community is critical for the Eastern Trail in our effort to provide a quality recreational and alternative transportation amenity to each of the communities it passes through. Please let me know if you have any questions or if any additional information would be helpful.

Sincerely,

A handwritten signature in black ink that reads "Jon Kachmar".

**Jon Kachmar**  
**Executive Director**  
Eastern Trail Alliance/Eastern Trail Management District

PO Box 250, Saco, ME 04072  
207-248-9260, [patti@easterntrail.org](mailto:patti@easterntrail.org)

# Section Four



# Public Safety

BUDGET LINE ITEM DETAIL											
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	DEPT HEAD	TOWN MANAGER	DOLLAR	PCT		
	ACTUALS	ACTUALS	ACTUALS	REVISED	ACTUALS	PROPOSED	PROPOSED	CHANGE	CHANGE		
<b>FIRE</b>											
MISCELLANEOUS	\$ (1,891)	\$ 442	\$ 246	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
FIRE REPORTS	\$ 50	\$ 25	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
FIRE SALARY REIMBURSEMENT	\$ -	\$ 451	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
<b>SUBTOTAL REVENUES</b>	<b>\$ (1,841)</b>	<b>\$ 918</b>	<b>\$ 346</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
REGULAR	\$ 556,575	\$ 616,862	\$ 758,895	\$ 798,643	\$ 416,542	\$ 824,867	\$ 824,867	\$ 26,224	\$ 3.3%		
ADMINISTRATIVE	\$ 51,401	\$ 53,356	\$ 54,591	\$ 56,767	\$ 29,710	\$ 56,659	\$ 56,659	\$ (108)	\$ -0.2%		
RESERVE/SEASONAL	\$ 2,636	\$ 27,488	\$ 558	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.0%		
OVERTIME	\$ 267,662	\$ 229,226	\$ 234,632	\$ 198,000	\$ 153,233	\$ 200,000	\$ 200,000	\$ 2,000	\$ 1.0%		
FIRE CHIEF	\$ 76,414	\$ 94,749	\$ 99,203	\$ 104,284	\$ 54,067	\$ 106,077	\$ 106,077	\$ 1,793	\$ 1.7%		
FIRE CALL STIPEND	\$ 72,615	\$ 5,547	\$ 31,125	\$ 45,000	\$ 15,369	\$ 45,000	\$ 45,000	\$ -	\$ 0.0%		
FICA	\$ 74,270	\$ 74,520	\$ 86,079	\$ 86,546	\$ 48,869	\$ 90,307	\$ 90,307	\$ 3,761	\$ 4.3%		
MSRS + ICMA	\$ 62,895	\$ 69,000	\$ 81,277	\$ 136,949	\$ 73,497	\$ 136,231	\$ 136,231	\$ (718)	\$ -0.5%		
HEALTH INSURANCE	\$ 166,875	\$ 164,920	\$ 173,121	\$ 204,738	\$ 93,634	\$ 195,747	\$ 195,747	\$ (8,991)	\$ -4.4%		
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 1,331,342</b>	<b>\$ 1,335,669</b>	<b>\$ 1,519,482</b>	<b>\$ 1,630,927</b>	<b>\$ 884,922</b>	<b>\$ 1,654,888</b>	<b>\$ 1,654,888</b>	<b>\$ 23,961</b>	<b>\$ 1.5%</b>		
POSTAGE	\$ 17	\$ -	\$ 48	\$ 50	\$ -	\$ 50	\$ 50	\$ -	\$ 0.0%		
RENTALS/LEASES	\$ -	\$ -	\$ -	\$ 88,699	\$ 88,699	\$ 189,553	\$ 189,553	\$ 100,854	\$ 113.7%		
PRINTING & BINDING	\$ 2,005	\$ 2,583	\$ 2,016	\$ 1,500	\$ 665	\$ 1,500	\$ 1,500	\$ -	\$ 0.0%		
ELECTRICITY	\$ 18,460	\$ 4,015	\$ 5,149	\$ 5,000	\$ 1,738	\$ 5,000	\$ 5,000	\$ -	\$ 0.0%		
HEATING FUEL	\$ 11,382	\$ 2,757	\$ 5,368	\$ 5,000	\$ 191	\$ 5,000	\$ 5,000	\$ -	\$ 0.0%		
TELEPHONE	\$ 10,006	\$ 3,241	\$ 4,623	\$ 4,400	\$ 1,393	\$ 4,000	\$ 4,000	\$ (400)	\$ -9.1%		
BUILDING	\$ 12,194	\$ 5,613	\$ 44,837	\$ 3,500	\$ 3,919	\$ 3,500	\$ 3,500	\$ -	\$ 0.0%		
COMP/SOFTWARE	\$ 10,395	\$ 9,491	\$ 10,781	\$ 9,500	\$ 2,423	\$ 19,500	\$ 19,500	\$ 10,000	\$ 105.3%		
PORTABLE RADIO & PAGER	\$ 200	\$ 1,774	\$ 2,600	\$ 3,000	\$ 2,663	\$ 3,000	\$ 3,000	\$ -	\$ 0.0%		
SMALL ENGINES	\$ -	\$ 2,755	\$ -	\$ 2,300	\$ -	\$ 2,300	\$ 2,300	\$ -	\$ 0.0%		
VEHICLES	\$ 70,356	\$ 89,023	\$ 42,765	\$ 75,000	\$ 12,283	\$ 70,000	\$ 70,000	\$ (5,000)	\$ -6.7%		
YEARLY TESTING (MANDATORY)	\$ 12,536	\$ 12,955	\$ 12,905	\$ 14,000	\$ 8,791	\$ 14,000	\$ 14,000	\$ -	\$ 0.0%		
OTHER SERVICES AND CHARGES	\$ 18,516	\$ 1,561	\$ 4,841	\$ 4,000	\$ 4,009	\$ 5,000	\$ 5,000	\$ 1,000	\$ 25.0%		
EQUIPMENT	\$ 11,346	\$ 19,400	\$ 12,988	\$ 16,000	\$ 4,452	\$ 16,000	\$ 16,000	\$ -	\$ 0.0%		
TURNOUT GEAR (BOOTS, GLOVES)	\$ 14,600	\$ 12,538	\$ 13,195	\$ 10,000	\$ 4,654	\$ 18,000	\$ 18,000	\$ 8,000	\$ 80.0%		
NOZZLES	\$ 1,761	\$ 1,494	\$ -	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ -	\$ 0.0%		
HOSE	\$ -	\$ 1,055	\$ 2,330	\$ 3,500	\$ -	\$ 3,500	\$ 3,500	\$ -	\$ 0.0%		
AIR PACKS	\$ 1,115	\$ 5,000	\$ 5,280	\$ 5,000	\$ 480	\$ 5,000	\$ 5,000	\$ -	\$ 0.0%		
OPERATING SUPPLIES	\$ 3,710	\$ 3,507	\$ 3,394	\$ 3,000	\$ 1,994	\$ 3,000	\$ 3,000	\$ -	\$ 0.0%		
MEDICAL	\$ 6,966	\$ 4,344	\$ 7,255	\$ 6,000	\$ 4,394	\$ 8,000	\$ 8,000	\$ 2,000	\$ 33.3%		
OFFICE SUPPLIES	\$ 708	\$ 539	\$ 782	\$ 500	\$ 215	\$ 500	\$ 500	\$ -	\$ 0.0%		
UNIFORMS	\$ 7,383	\$ 8,998	\$ 9,047	\$ 8,500	\$ 4,013	\$ 9,000	\$ 9,000	\$ 500	\$ 5.9%		
GAS & OIL	\$ 11,917	\$ 10,068	\$ 19,844	\$ 12,000	\$ 11,223	\$ 14,000	\$ 14,000	\$ 2,000	\$ 16.7%		
RENTALS	\$ 5,862	\$ 2,100	\$ 2,100	\$ 2,500	\$ 1,225	\$ 2,500	\$ 2,500	\$ -	\$ 0.0%		
HYDRANT RENTAL	\$ 150,910	\$ 157,295	\$ 157,732	\$ 155,000	\$ 70,773	\$ 164,050	\$ 164,050	\$ 9,050	\$ 5.8%		
GENERAL - TRAINING	\$ 19,707	\$ 18,018	\$ 10,152	\$ 19,500	\$ 4,954	\$ 19,500	\$ 19,500	\$ -	\$ 0.0%		
COMMUNITY OUT REACH	\$ 10,079	\$ 7,605	\$ 7,335	\$ 8,000	\$ 1,414	\$ 8,000	\$ 8,000	\$ -	\$ 0.0%		
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 412,131</b>	<b>\$ 387,730</b>	<b>\$ 387,366</b>	<b>\$ 466,949</b>	<b>\$ 236,564</b>	<b>\$ 594,953</b>	<b>\$ 594,953</b>	<b>\$ 128,004</b>	<b>\$ 27.4%</b>		
<b>TOTAL FIRE</b>	<b>\$ 1,745,313</b>	<b>\$ 1,722,482</b>	<b>\$ 1,906,502</b>	<b>\$ 2,097,876</b>	<b>\$ 1,121,486</b>	<b>\$ 2,249,841</b>	<b>\$ 2,249,841</b>	<b>\$ 151,965</b>	<b>\$ 7.2%</b>		

BUDGET LINE ITEM DETAIL										
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>FIRE</b>										
<b>EMA (CIVIL DEFENSE)</b>										
PART-TIME	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ 5,000	\$ 5,000	\$ 4,000	400.0%	
FICA	\$ -	\$ -	\$ -	\$ 76	\$ -	\$ 383	\$ 383	\$ 307	403.9%	
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,076</b>	<b>\$ -</b>	<b>\$ 5,383</b>	<b>\$ 5,383</b>	<b>\$ 4,307</b>	<b>400.3%</b>	
TELEPHONE	\$ 1,229	\$ 578	\$ 239	\$ 500	\$ -	\$ 500	\$ 500	\$ -	0.0%	
GENERATOR	\$ 2,150	\$ 1,200	\$ 1,400	\$ 3,000	\$ -	\$ 3,000	\$ 3,000	\$ -	0.0%	
OPERATING SUPPLIES	\$ 34,549	\$ 43,514	\$ 10,708	\$ 40,000	\$ 1,674	\$ 40,000	\$ 40,000	\$ -	0.0%	
OFFICE SUPPLIES	\$ 435	\$ 908	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ -	0.0%	
DISASTER	\$ 25	\$ 8,000	\$ -	\$ 8,000	\$ 2,393	\$ 8,000	\$ 8,000	\$ -	0.0%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 38,387</b>	<b>\$ 54,200</b>	<b>\$ 12,347</b>	<b>\$ 52,500</b>	<b>\$ 4,067</b>	<b>\$ 52,500</b>	<b>\$ 52,500</b>	<b>\$ -</b>	<b>0.0%</b>	
<b>TOTAL EMA (CIVIL DEFENSE)</b>	<b>\$ 38,387</b>	<b>\$ 54,200</b>	<b>\$ 12,347</b>	<b>\$ 53,576</b>	<b>\$ 4,067</b>	<b>\$ 57,883</b>	<b>\$ 57,883</b>	<b>\$ 4,307</b>	<b>8.0%</b>	



## FY 2024 CIP Request

Department:	Fire Department
Project/Item Name:	Apparatus Replacement Fund
Total Project Cost:	\$125,000
Project Funding Source:	Taxes
Annual Operating Costs:	0
Annual Maintenance Costs:	\$4,000 Annually for pump testing, annual maintenance, etc.
Estimated Life:	15 years
Departmental Priority:	Moderate

### **Request Classification:**

Building/Building Improvement \_\_\_\_\_ Conservation \_\_\_\_\_ Vehicles   
 Technology \_\_\_\_\_ Infrastructure \_\_\_\_\_ Equipment \_\_\_\_\_ Other \_\_\_\_\_

### **Description of Project/Item:**

This project allows us to keep a fund available for the purchase of apparatus in the future. Next apparatus purchase is set for FY 2028 with a replacement pumper. Adding \$125,000 each year until 2028 allows us to put up to \$400,000 down on the next purchase/lease of the next engine estimated at approximately \$955,356.00 assuming a 5% increase in cost each year.

### **Project Justification and Implementation Strategy:**

Currently the department has \$407,000 in this account presently, however this is necessary if the Town wishes to pay cash for any future vehicles. To assume the town would like to continue leasing would be shortsighted. This amount will allow there to be approximately \$340,000 left in the apparatus fund after paying the \$400,000 down payment.

### **Other Information:**

IMPLMENTATION SCHEDULE (Fiscal Years)						
As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:					\$400,000	
Amount to be Added to Reserve per Year:	\$125,000	\$125,000	\$125,000	\$150,000		\$150,000



2013 E-One Engine to be replaced in 2028



To be replaced with this new 2028 Pierce (Facsimile)

# Apparatus Replacement Program Schedule

(For Engine 4 Replacement in FY2028)

What We Are Paying & CIP Requested \$			2024	2026	2027	2028
Asset	Description	Est. Life				
Tank 2	2019 International/E-One	20				
Eng. 3	2006 E-One	15				
Eng. 4	2013 E-One	15				\$ 400,000.00
Tank 5	2017 International/E-One	20				
Tower 6	2000 Pierce	20				
Engine 7	2017 Pierce	15				
Brush 8	2005 Ford F350	15			\$75,361.38	
Utility 9	2008 Ford F350	15				
ATV Forestry	2013 Polaris	8				
ATV Beach	2016 Kawasaki	8				\$ 30,000.00
Jet ski beach	2014	8				
Car1	2019 Chevy Tahoe	10				
New	Rescue Boat	10				
		<b>Totals</b>	\$ -	\$ -	\$ 75,361.38	\$ 430,000.00

<b>Requested amount for following year</b>	\$125,000.00	\$125,000.00	\$150,000.00	\$150,000.00
<b>Balance plus requested amount</b>	\$352,324.58	\$577,324.58	\$702,324.58	\$776,963.20
<b>Misc. Expenses/Revenue</b>				
<b>Remaining balance after spent</b>	\$352,324.58	\$577,324.58	\$626,963.20	\$346,963.20

Wells Fire-Rescue  
Vehicle Replacement Program

## VEHICLE REPLACEMENT GUIDELINES

<b>Jan-23</b>	<b>MAKE</b> E-One	<b>Reference Number</b> E4
	<b>MODEL</b>	<b>Common Name</b> Engine 4
	<b>DEPARTMENT</b> Fire	
	<b>YEAR PURCHASED</b> 2013	
	<b>CLASSIFICATION</b> Engine	
<b>MOUNTED BODY OR EQUIP.</b>		
Value Remaining in Vehicle	\$260,000	<a href="http://www.kbb.com/">http://www.kbb.com/</a> Kelley Blue Book (use trade-in value)
<b>General Information</b>		
Current Number of Miles	20,549	
Average Annual Mileage	2,055	"Current Number of Miles" divided by "Age of Vehicle"
Expected Mileage After 10 Years	30,824	"Average Annual Mileage" times "Expected Life of Vehicle"
Current Number of Engine Hours	1,236	Hour Pts <span style="background-color: yellow;">2.47</span> Mileage Pts <span style="background-color: yellow;">2.05</span>
Age of Vehicle (in years)	10	
Interior/Exterior Condition	1	Scale of 1-5, with 1 being excellent
Type of Use	5	Scale based on type of service. Vehicles with the lightest use are rated 1, moderate use 3, and heavy use 5
<b>Depreciation Information</b>		
Original Purchase Price	\$391,011	Do not include discounts or price reductions in purchase price
Expected Life of Vehicle (in years)	15	
Annual Depreciation (if any)	\$26,067	Straight-line depreciation
Amount of Depreciation Left	\$130,337	
<b>Cost Information</b>		
Maintenance Cost-to-Date	\$37,683	Value is taken from fleet maintenance (less fuel & accident repair)
Number of Hours in Shop	491.00	Value is taken from fleet maintenance records
Cost as a Percent of Original Price	9.6%	"Maintenance Cost-to-Date" divided by "Original Purchase Price"
Unused Mileage	79,451	→ Based on a <span style="background-color: orange;">100,000</span> mile minimum
<b>Town of Wells Rating</b>		
<i>(see below for explanation)</i>		
Age	10.00	1 point for every year of service
Miles/Hours	2.47	For every 10,000 miles or 500 hours, 1 points is added
Type of Use	5.00	Based on the "Type of Use" above
Reliability	1.64	Based on the "Number of Hours in Shop" above
Maintenance & Repair Costs	1.00	Based on "Maintenance Cost as a Percent of Original Price" above
Condition	1.00	Based on "Interior/Exterior Condition" above
<b>Total</b>	<b>21.11</b>	
<b>Overall Rating</b>	<b>21.11</b>	<b>Current CIP Replacement Schedule</b> <span style="background-color: cyan;"><b>2028</b></span>
	\$ 954,658.61	

2020 Mileage 18,193  
 2020 Hours 1,082  
 2020 Maintenance Cost  
 2020 Hours OOS 336  
 2020 Overall Rating 18.56



## FY 2024 CIP Request

Department:	Fire Department
Project/Item Name:	Portable Radios
Total Project Cost:	\$80,491 (\$76,657.40 + 5% Increase)
Project Funding Source:	Taxes
Annual Operating Costs:	0
Annual Maintenance Costs:	\$500 after approximately 4 years
Estimated Life:	10 years
Departmental Priority:	High

### **Request Classification:**

Building/Building Improvement \_\_\_\_\_ Conservation \_\_\_\_\_ Vehicles \_\_\_\_\_  
 Technology X Infrastructure \_\_\_\_\_ Equipment X Other \_\_\_\_\_

### **Description of Project/Item:**

This project includes the purchase of 19 ruggedized radios designed for use in a firefighting environment which currently the firefighters do not have. These radios are designed for ease of use with gloved hands, have much more power to receive and transmit communications, and are also designed for wet and hot environments unlike any of their current radios. In addition to these radios the department will be replacing another 12 radios with similar radios to what they currently have but are newer, more reliable, and safer to use. This project will outfit all our fulltime firefighters and potential 6 more additional firefighters with new ruggedized radios.

Quantity	Type	Cost per Radio	Total
19	Motorola APX 4000R with Chargers & Mic.	\$3,215.00	\$61,085.00
12	ICOM Radios with Chargers	\$1297.70	\$15,572.40
31		<b>TOTAL</b>	<b>\$76,657.40</b>

### **Project Justification and Implementation Strategy:**

Currently the department owns 82 radios (24 are assigned to the Lifeguards) 34 of the remaining fire radios are all currently between 8 and 10 years old and are necessary to replace, however there are older ones that are close to 20 years old that will be replaced by these 19 radios. An additional 11 non-compliant radios will also be purchased to be used as spares on all our apparatus and to be used for different bands when responding out of town. This is a much more economical way to replace our radio equipment allowing our tax dollars to go further than to replace all our radios with ruggedized versions. We are also asking for an additional \$10,000 each year either in CIP form or in Operating to continue to replace radios over time as they reach their useful end of life.

### **Other Information:**



IMPLEMENTATION SCHEDULE (Fiscal Years)						
As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	\$80,491					
Amount to be Added to Reserve per Year:	\$80,491	\$10,000	\$10,000	\$10,000	\$10,000	TBD

NFPA 1802 (*Standard on Two-Way, Portable RF Voice Communications Devices for Use by Emergency Services Personnel in the Hazard Zone*) is a new standard, released in January 2021, that identifies the operating environment parameters, as well as the minimum requirements for the design performance testing, and certification of portable RF voice communications for use by emergency services personnel. The current radios are made for general applications rather than emergency operations and high hazard environments.

The NFPA standard requires portable radios to be much more robust than general use radios that we have been using up until this point. The standard specifications for these radios include performance in areas of high heat, immersion, drop/impact, battery life, and remote speaker microphones. In addition, these radios must include features such as data logging, and safety alerting while in the hazard zone. The list of requirements is too numerous to mention but will be provided on another document for your review.

It is important that our firefighters are carrying highly effective portable communication devices to maintain a lifeline to the outside when performing inside a burning building. These devices are their only connection to the outside and to those who might need to be called on to initiate a rescue.

Their ability to be intrinsically safe is also an extremely important feature that could prevent our members from causing a spark while communicating with command while operating in a gas rich environment where an explosion similar to Farmington Maine occurred on September 16<sup>th</sup> 2019 killing one fire Captain and injuring six others.



NFPA 1802 Ruggedized Fire Radios

19 at \$3,215.00



Business ICOM Radios

12 at \$1,297.70



## FY 2024 Staffing Request

Department:	Fire Department		
Position Requested:	Assistant Fire Chief		
Total Position Cost:	Salary:		\$90,000.00
	FICA/Medicare:		\$6,885.00
	Retirement:		\$10,260.00
	Health Insurance:		\$19,412.00
	TOTAL:		\$126,557.00
Funding Source:	Taxes		

Type of Position Change:	New Position	X	Modification to Position	
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### Position Justification:

Based on the March 2022 MRI “*Wells, Maine Fire & Emergency Medical Services Study*” in **Section XI: Mapping out the Future**, the report identifies a list of items and their order of priority. On Page 69 of the report, it specifically indicates that an Assistant Fire Chief is “*immediately*” required to begin the process of ramping up the Fire Department to take on the necessary changes needed to fulfill the overall recommendation of the report to merge Wells EMS into the fire department. With this request we believe the Assistant Chief Officer must be a paramedic and would be given the role of EMS director under the Fire Chief. This is foreseen as a salary level position and will work directly with the fire chief to fulfill the overall mission of the fire department as well as oversight of EMS.

In addition to fulfilling this position based on the report named above, this position is strongly needed even without the absorption of EMS. The department continues to get busier with more and more requirements, training, and work requirements around the station that the need for an Assistant Fire Chief is long overdue. If a large-scale emergency requires the opening of the EOC, the Fire Chief cannot manage the Fire Department and the entire town’s resources at the same time. The Chief must take the role of the EMD and manage the large-scale incident while the Assistant Chief or Operations Chief can manage the department or the incident on the ground.

Also, currently the Fire Chief is required to chair many town-wide or regional meetings as he is involved regionally as well as locally. With all these responsibilities, this leaves the captains to run the department in his absence. Although this works there is no consistency between the three Captain’s and there is a fault in which the captains may not pick up where another has left off, leading to confusion, and overlapping efforts.

### Implementation Strategy

The implementation of this position will begin immediately in fiscal year 2024. The role of the Assistant Chief will be to work directly with the fire Chief and the Captains to work as a liaison



between shift personnel and the chief and to run the EMS portion of the fire department including EMS supplies, documentation, quality control of our services as well as EMS training and recertifications. The Assistant Chief will also be the training officer for the department ensuring that all the necessary training is conducted and attended annually as well as bringing in new trainings and training equipment as needed to keep the department in a ready state.

This position will also work with the Chief to respond to emergencies as an additional responder along with or in place of the Chief when necessary. This position will also allow for greater control at fires with an operations division that will work directly for command at larger incidents.

In addition, the Assistant Chief will work collaboratively with the Chief and department members to help establish best practices, policies, procedures and directives, as well as sharing the workload of the department as required.



## FY 2024 Staffing Request

Department:	Fire Department	
Position Requested:	Six Firefighter/Paramedics	
Total Position Cost:	Salaries:	\$458,364.00
	FICA:	\$35,064.84
	MSRS+ICM:	\$52,253.50
	Health Ins.:	\$109,620.00
	<b>TOTAL SALARIES &amp; BENEFITS:</b>	<b>\$655,302.34</b>
	<i>All Other related Operational Expenses</i>	
	Holiday Pay:	\$16,000.00
	Overtime:	\$116,500.00
	Portable Radios:	\$1,000.00
	Turnout Gear:	\$52,000.00
	Air Packs:	\$2,500.00
	Operating:	\$1,500.00
	Uniforms:	\$3,000.00
	Training:	\$9,500.00
	<b>TOTAL OPERATIONAL EXPENSES</b>	<b>\$202,000.00</b>
<b>Total Package:</b>	<b>\$857,302.34</b>	
Funding Source:	Taxes	

Type of Position Change:	New Position	X	Modification to Position	
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### Position Justification:

Based on the March 2022 MRI “Wells, Maine Fire & Emergency Medical Services Study” in **Section V: Fire & EMS Staffing**, specifically on page 48, V-2 recommends “to add additional cross trained fire department staffing that will also double as EMS providers. The MRI team recommends adding a total of 6 staff (two on each work group) to bolster the firefighter capabilities as well as provide EMS services.” These firefighters must be trained and hired at the Paramedic level to maintain the existing Advanced level of care being provided by WEMS to the community.

It is important to note that many medical calls will require a paramedic to respond, which will require a paramedic is always on duty. This will cause a need for more paramedics to fill in when others are out. This will create a need for more paramedics within the department which may be fulfilled through additional existing firefighters obtaining their paramedic license, and/or creating a roster of part time/per-diem paramedics to fill in on occasion.



Independent of the MRI study, it has become increasingly difficult to respond to simultaneous calls for service with only four firefighters on duty each day. In 2022 our calls for service were higher than ever before in our history with 1,519 calls. In 2022 there were also 344 times that crews were split with simultaneous calls for service. This accounts for nearly a quarter of the calls last year. In 2021 this occurred 258 times. This will only increase exponentially when taking on all EMS calls in the future. Splitting crews into two groups of two is not ideal for engine company operations. NFPA recommends four on an Engine however three is a good compromise and three on an engine can be managed. Adding two personnel per shift will allow us to take on a percentage of WEMS medical calls, however, a full transition will not be possible until 2 more are added per the MRI Study indicating that 6 more positions through a per diem plan are required to fulfill the report requirements.

### **Itemized Cost Explanations:**

The salary figures above are based on a theoretical hourly rate that has not yet been negotiated for a firefighter/paramedic position within the Wells Fire Department. It does assume an hourly rate of \$25.55 an hour on a 57.5 hour work week, based on “Indeed” sources for Maine Paramedics as of 7/20/22. This rate of pay and/or the hours per week may be subject to change based on current negotiations. The total value also assumes that all six positions are all firefighter/paramedic positions which will be necessary to place at least two paramedics on each shift.

Overtime cannot be increased 1 for 1 for each position added. Instead, overtime is based on an average amount of hours worked by each firefighter annually as well as increase in the available sick, vacation and personal time that is added to the overall pool of available time that will need coverage. Lastly it is affected by the incremental increase due to call volume and recalls. With that, the overtime value directly related to the additional firefighters was an additional 75% increase to last year's overtime budget. The amount of \$116,500 is based on this value. Without the additional firefighters there will still be an increase in overtime to cover the added call volume.

The addition of six more firefighters' results in an increase in other lines including training, uniforms, and turnout gear. It costs approximately \$10,000.00 per firefighter for turnout pants, coats, helmet, gloves, boots, forestry gear, and other personal protective gear.

# Wells Fire Department

Wells, ME

This report was generated on 1/12/2023 12:37:53 PM



## Incident Statistics

Zone(s): All Zones | Start Date: 01/01/2022 | End Date: 12/31/2022

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		671	
FIRE		848	
<b>TOTAL</b>		<b>1519</b>	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
<b>TOTAL</b>			
PRE-INCIDENT VALUE		LOSSES	
<b>\$1,046,640.00</b>		<b>\$175,770.00</b>	
CO CHECKS			
424 - Carbon monoxide incident		19	
736 - CO detector activation due to malfunction		13	
746 - Carbon monoxide detector activation, no CO		4	
<b>TOTAL</b>		<b>36</b>	
MUTUAL AID			
Aid Type		Total	
Aid Given		39	
Aid Received		41	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
344		22.65	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Corner Station	0:06:48	0:07:09	
Wells Fire Department Station 2		0:14:24	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:06:54</b>	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Corner Station	0:01:20	0:01:42	
Wells Fire Department Station 2		0:10:08	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:01:26</b>	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Wells Fire Department		23:17	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

BUDGET LINE ITEM DETAIL										
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>POLICE</b>										
MISCELLANEOUS	\$ 1,184	\$ 982	\$ 1,510	\$ 500	\$ 301	\$ 1,500	\$ 1,500	\$ 1,000	200.0%	
POLICE FINES	\$ 29,429	\$ 35,330	\$ 14,961	\$ 20,000	\$ 6,982	\$ 25,000	\$ 25,000	\$ 5,000	25.0%	
GUN PERMITS	\$ 1,109	\$ 1,449	\$ 1,490	\$ 900	\$ 635	\$ 900	\$ 900	\$ -	0.0%	
ACCIDENT REPORTS	\$ 3,894	\$ 2,238	\$ 2,725	\$ 2,000	\$ 1,990	\$ 2,200	\$ 2,200	\$ 200	10.0%	
POLICE SALARY REIMBURSEMENT	\$ 151,771	\$ 21,242	\$ 128,700	\$ 134,000	\$ 104,225	\$ 134,000	\$ 134,000	\$ -	0.0%	
<b>SUBTOTAL REVENUES</b>	<b>\$ 187,388</b>	<b>\$ 61,241</b>	<b>\$ 149,386</b>	<b>\$ 157,400</b>	<b>\$ 114,133</b>	<b>\$ 163,600</b>	<b>\$ 163,600</b>	<b>\$ 6,200</b>	<b>3.9%</b>	
REGULAR	\$ 1,304,286	\$ 1,182,609	\$ 1,246,228	\$ 1,466,079	\$ 668,743	\$ 1,448,404	\$ 1,448,404	\$ (17,675)	-1.2%	
ADMINISTRATIVE	\$ 377,442	\$ 382,523	\$ 408,314	\$ 425,263	\$ 212,596	\$ 425,767	\$ 425,767	\$ 504	0.1%	
RESERVE/SEASONAL	\$ 119,407	\$ 96,551	\$ 112,182	\$ 153,725	\$ 60,592	\$ 153,725	\$ 153,725	\$ -	0.0%	
OVERTIME	\$ 244,044	\$ 289,408	\$ 372,758	\$ 303,000	\$ 250,457	\$ 360,911	\$ 360,911	\$ 57,911	19.1%	
FICA	\$ 144,909	\$ 150,085	\$ 157,564	\$ 170,070	\$ 86,916	\$ 212,679	\$ 212,679	\$ 42,609	25.1%	
MSRS + ICMA	\$ 128,330	\$ 195,686	\$ 212,643	\$ 232,011	\$ 115,904	\$ 203,284	\$ 203,284	\$ (28,727)	-12.4%	
HEALTH INSURANCE	\$ 339,954	\$ 329,205	\$ 300,049	\$ 304,233	\$ 142,366	\$ 331,271	\$ 331,271	\$ 27,038	8.9%	
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 2,658,373</b>	<b>\$ 2,626,068</b>	<b>\$ 2,809,738</b>	<b>\$ 3,054,381</b>	<b>\$ 1,537,573</b>	<b>\$ 3,136,041</b>	<b>\$ 3,136,041</b>	<b>\$ 81,660</b>	<b>2.7%</b>	
POSTAGE	\$ 1,690	\$ 1,049	\$ 1,053	\$ 1,100	\$ 1,014	\$ 1,200	\$ 1,200	\$ 100	9.1%	
VEHICLE REPLACEMENT	\$ -	\$ 92,082	\$ 110,590	\$ 115,000	\$ 1,557	\$ 133,000	\$ 133,000	\$ 18,000	15.7%	
ELECTRICITY	\$ 15,556	\$ 207	\$ 1,267	\$ 3,000	\$ 1,056	\$ 3,000	\$ 3,000	\$ -	0.0%	
ELECTRICITY/R&M STREET LIGHTS	\$ 13,037	\$ 7,873	\$ 20,727	\$ 60,000	\$ 7,050	\$ 40,000	\$ 40,000	\$ (20,000)	-33.3%	
TELEPHONE	\$ 25,088	\$ 12,790	\$ 12,721	\$ 20,500	\$ 7,338	\$ 22,000	\$ 22,000	\$ 1,500	7.3%	
BUILDING	\$ 65,405	\$ 19,347	\$ 48,746	\$ 50,000	\$ 11,347	\$ 50,000	\$ 50,000	\$ -	0.0%	
AGREEMENTS/CONTRACTS	\$ 50,339	\$ 49,802	\$ 49,307	\$ 52,000	\$ 26,474	\$ 52,000	\$ 52,000	\$ -	0.0%	
REPAIR & MAINT EQUIPMENT	\$ 21,515	\$ 24,079	\$ 22,607	\$ 24,000	\$ 8,531	\$ 24,000	\$ 24,000	\$ -	0.0%	
TRAFFIC LIGHT R&M	\$ -	\$ -	\$ 16,724	\$ 12,000	\$ 6,679	\$ 17,000	\$ 17,000	\$ 5,000	41.7%	
OTHER SERVICES AND CHARGES	\$ 6,773	\$ 2,868	\$ 7,584	\$ 6,100	\$ 1,345	\$ 6,100	\$ 6,100	\$ -	0.0%	
EQUIPMENT	\$ 88,929	\$ 86,569	\$ 81,849	\$ 90,000	\$ 52,640	\$ 94,500	\$ 94,500	\$ 4,500	5.0%	
OFFICE SUPPLIES	\$ 5,533	\$ 3,534	\$ 5,611	\$ 5,000	\$ 406	\$ 5,000	\$ 5,000	\$ -	0.0%	
UNIFORMS	\$ 30,992	\$ 26,920	\$ 29,339	\$ 32,000	\$ 6,441	\$ 33,000	\$ 33,000	\$ 1,000	3.1%	
BULLET RESISTANT VESTS	\$ 22	\$ -	\$ 4,528	\$ 4,200	\$ -	\$ 4,200	\$ 4,200	\$ -	0.0%	
TIRES AND TUBES	\$ 18,132	\$ 10,205	\$ 6,689	\$ 11,500	\$ 7,500	\$ 12,650	\$ 12,650	\$ 1,150	10.0%	
GAS & OIL	\$ 73,787	\$ 45,218	\$ 62,900	\$ 60,000	\$ 26,719	\$ 60,000	\$ 60,000	\$ -	0.0%	
GENERAL - TRAINING	\$ 24,703	\$ 17,061	\$ 23,723	\$ 24,500	\$ 12,013	\$ 24,500	\$ 24,500	\$ -	0.0%	
NEW OFFICER PROCESSING	\$ 3,400	\$ 3,014	\$ 4,232	\$ 3,500	\$ 600	\$ 4,000	\$ 4,000	\$ 500	14.3%	
DOGS	\$ 8,356	\$ 2,592	\$ 6,683	\$ 9,250	\$ 3,382	\$ 9,250	\$ 9,250	\$ -	0.0%	
BICYCLE PATROL	\$ 2,776	\$ 2,277	\$ 2,447	\$ 4,000	\$ 1,659	\$ 4,000	\$ 4,000	\$ -	0.0%	
INVESTIGATIVE SERVICES	\$ 3,052	\$ 2,541	\$ 3,144	\$ 3,000	\$ 630	\$ 3,000	\$ 3,000	\$ -	0.0%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 459,085</b>	<b>\$ 410,030</b>	<b>\$ 522,470</b>	<b>\$ 590,650</b>	<b>\$ 184,379</b>	<b>\$ 602,400</b>	<b>\$ 602,400</b>	<b>\$ 11,750</b>	<b>2.0%</b>	
<b>TOTAL POLICE</b>	<b>\$ 2,930,070</b>	<b>\$ 2,974,857</b>	<b>\$ 3,182,821</b>	<b>\$ 3,487,631</b>	<b>\$ 1,607,818</b>	<b>\$ 3,574,841</b>	<b>\$ 3,574,841</b>	<b>\$ 87,210</b>	<b>2.5%</b>	

BUDGET LINE ITEM DETAIL										
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>DISPATCH</b>										
DISPATCH - OGT	\$ 100,000	\$ 105,000	\$ 110,000	\$ 115,000	\$ 57,500	\$ 120,000	\$ 120,000	\$ 5,000	4.3%	
<b>SUBTOTAL REVENUES</b>	<b>\$ 100,000</b>	<b>\$ 105,000</b>	<b>\$ 110,000</b>	<b>\$ 115,000</b>	<b>\$ 57,500</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 5,000</b>	<b>4.3%</b>	
REGULAR	\$ 345,513	\$ 382,161	\$ 407,075	\$ 423,326	\$ 226,138	\$ 429,384	\$ 429,384	\$ 6,058	1.4%	
PART-TIME	\$ 35,660	\$ 22,963	\$ 7,799	\$ 24,000	\$ 5,611	\$ 24,000	\$ 24,000	\$ -	0.0%	
OVERTIME	\$ 52,841	\$ 65,932	\$ 77,686	\$ 81,860	\$ 57,258	\$ 98,810	\$ 98,810	\$ 16,950	20.7%	
FICA	\$ 31,506	\$ 34,259	\$ 35,230	\$ 37,449	\$ 20,613	\$ 37,319	\$ 37,319	\$ (130)	-0.3%	
MSRS + ICMA	\$ 23,624	\$ 43,452	\$ 49,506	\$ 57,508	\$ 28,777	\$ 58,340	\$ 58,340	\$ 832	1.4%	
HEALTH INSURANCE	\$ 67,130	\$ 71,914	\$ 86,758	\$ 94,162	\$ 49,283	\$ 94,040	\$ 94,040	\$ (122)	-0.1%	
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 556,274</b>	<b>\$ 620,680</b>	<b>\$ 664,054</b>	<b>\$ 718,305</b>	<b>\$ 387,681</b>	<b>\$ 741,893</b>	<b>\$ 741,893</b>	<b>\$ 23,588</b>	<b>3.3%</b>	
PSAP SERVICES	\$ 45,532	\$ 35,926	\$ 35,168	\$ 38,000	\$ 37,680	\$ 49,100	\$ 49,100	\$ 11,100	29.2%	
OPERATING SUPPLIES	\$ 24,120	\$ 36,246	\$ 31,102	\$ 31,600	\$ 15,739	\$ 31,600	\$ 31,600	\$ -	0.0%	
UNIFORMS	\$ 7,353	\$ 3,503	\$ 5,152	\$ 6,750	\$ 602	\$ 6,750	\$ 6,750	\$ -	0.0%	
RADIO CONSOLE	\$ 2,725	\$ 51,799	\$ 22,050	\$ 31,000	\$ -	\$ 38,000	\$ 38,000	\$ 7,000	22.6%	
GENERAL - TRAINING	\$ 4,488	\$ 1,492	\$ 1,319	\$ 4,000	\$ 840	\$ 4,000	\$ 4,000	\$ -	0.0%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 84,218</b>	<b>\$ 128,966</b>	<b>\$ 94,792</b>	<b>\$ 111,350</b>	<b>\$ 54,861</b>	<b>\$ 129,450</b>	<b>\$ 129,450</b>	<b>\$ 18,100</b>	<b>16.3%</b>	
<b>TOTAL DISPATCH</b>	<b>\$ 540,492</b>	<b>\$ 644,647</b>	<b>\$ 648,846</b>	<b>\$ 714,655</b>	<b>\$ 385,042</b>	<b>\$ 751,343</b>	<b>\$ 751,343</b>	<b>\$ 36,688</b>	<b>5.1%</b>	
<b>PUBLIC SAFETY FACILITY</b>										
SEWER	\$ 1,569	\$ 1,822	\$ 408	\$ 2,500	\$ 1,074	\$ 2,000	\$ 2,000	\$ (500)	-20.0%	
ELECTRICITY	\$ -	\$ 32,126	\$ 49,937	\$ 37,100	\$ 14,105	\$ 38,220	\$ 38,220	\$ 1,120	3.0%	
WATER	\$ 2,822	\$ 5,650	\$ 6,753	\$ 7,400	\$ 2,115	\$ 7,650	\$ 7,650	\$ 250	3.4%	
TELEPHONE	\$ 10,534	\$ 42,148	\$ 41,918	\$ 37,100	\$ 17,479	\$ 38,220	\$ 38,220	\$ 1,120	3.0%	
PROPANE/NATURAL GAS	\$ 4,163	\$ 8,456	\$ 7,678	\$ 8,240	\$ 1,352	\$ 8,490	\$ 8,490	\$ 250	3.0%	
BUILDING	\$ -	\$ 52,158	\$ 29,069	\$ 31,000	\$ 26,468	\$ 31,000	\$ 31,000	\$ -	0.0%	
TOWER LEASE	\$ 2,848	\$ 8,962	\$ 8,729	\$ 10,000	\$ 4,305	\$ 10,000	\$ 10,000	\$ -	0.0%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 21,936</b>	<b>\$ 151,321</b>	<b>\$ 144,492</b>	<b>\$ 133,340</b>	<b>\$ 66,898</b>	<b>\$ 135,580</b>	<b>\$ 135,580</b>	<b>\$ 2,240</b>	<b>1.7%</b>	
<b>TOTAL PUB SAFETY FACILITY</b>	<b>\$ 21,936</b>	<b>\$ 151,321</b>	<b>\$ 144,492</b>	<b>\$ 133,340</b>	<b>\$ 66,898</b>	<b>\$ 135,580</b>	<b>\$ 135,580</b>	<b>\$ 2,240</b>	<b>1.7%</b>	
<b>ANIMAL CONTROL</b>										
REGULAR	\$ 42,110	\$ 46,191	\$ 25,365	\$ 50,493	\$ 15,487	\$ 49,254	\$ 49,254	\$ (1,239)	-2.5%	
RESERVE/SEASONAL	\$ -	\$ -	\$ -	\$ 3,100	\$ -	\$ 3,100	\$ 3,100	\$ -	0.0%	
FICA	\$ 2,733	\$ 3,052	\$ 1,890	\$ 4,100	\$ 1,531	\$ 4,468	\$ 4,468	\$ 368	9.0%	
MSRS + ICMA	\$ 2,576	\$ 2,771	\$ 1,930	\$ 4,303	\$ 1,316	\$ 4,384	\$ 4,384	\$ 81	1.9%	
HEALTH INSURANCE	\$ 19,023	\$ 19,876	\$ 1,976	\$ 21,528	\$ 4,531	\$ 6,040	\$ 6,040	\$ (15,488)	-71.9%	
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 66,443</b>	<b>\$ 71,891</b>	<b>\$ 31,162</b>	<b>\$ 83,524</b>	<b>\$ 22,866</b>	<b>\$ 67,246</b>	<b>\$ 67,246</b>	<b>\$ (16,278)</b>	<b>-19.5%</b>	
EQUIPMENT	\$ 922	\$ 26	\$ 1,066	\$ 800	\$ 254	\$ 800	\$ 800	\$ -	0.0%	
GENERAL - TRAINING	\$ 1,159	\$ 60	\$ 817	\$ 900	\$ 300	\$ 900	\$ 900	\$ -	0.0%	
SHELTER	\$ 13,329	\$ 13,279	\$ 13,269	\$ 14,100	\$ -	\$ 15,000	\$ 15,000	\$ 900	6.4%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 15,409</b>	<b>\$ 13,365</b>	<b>\$ 15,152</b>	<b>\$ 15,800</b>	<b>\$ 554</b>	<b>\$ 16,700</b>	<b>\$ 16,700</b>	<b>\$ 900</b>	<b>5.7%</b>	
<b>TOTAL ANIMAL CONTROL</b>	<b>\$ 81,851</b>	<b>\$ 85,256</b>	<b>\$ 46,313</b>	<b>\$ 99,324</b>	<b>\$ 23,420</b>	<b>\$ 83,946</b>	<b>\$ 83,946</b>	<b>\$ (15,378)</b>	<b>-15.5%</b>	



## FY 2024 CIP Request

Department:	Police & Dispatch
Project/Item Name:	Software (RM, CAD, Dispatch, Admin, and other modules)
Total Project Cost:	\$350,000
Project Funding Source:	Taxation
Annual Operating Costs:	\$15,000
Annual Maintenance Costs:	
Estimated Life:	
Departmental Priority:	

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	X
Infrastructure		Equipment	
Other			

Description of Project/Item:

Update Software

Project Justification and Implementation Strategy:

Current software is over 13 years old and speaking with the company, will only be around for possibly 10 years.

Other Information:

Continued from FY 23 request to add funding to reserve account.

IMPLEMENTATION SCHEDULE (Fiscal Years)						
As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:						
Amount to be Added to Reserve per Year:	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	



## FY 2024 Staffing Request

Department:	Police
Position Requested:	2 – Police Officers (1 – 12mos & 1 – 6mos)
Total Position Cost:	\$122,747
Funding Source:	Taxation

Type of Position Change:	New Position	X	Modification to Position	
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### Position Justification:

- ❖ Requesting 2 full-time officers, one to be hired in July and one to be hired in January.
- ❖ The last dedicated patrol position that was added to the department was in 1999 (23 years ago).
- ❖ From 2000 to 2020 the population of Wells increased more than 20% whereas the police department will only increase 8% by adding these two new officers.
- ❖ From 2010 to 2020 (10 years) according to the Southern Maine Planning & Development Commission the Town of Wells (809) was second to only the City of Saco (978) for the highest increase in housing units in York County!
- ❖ For the 20-year period from 2000 to 2020, according to esri (Environmental Systems Research Institute, Inc.) the Town of Wells saw an increase of more than 34% in housing units.
- ❖ As urban sprawl and development continues into rural Wells, police officers face time delays for priority calls (crimes in progress).
- ❖ “Calls for Service” logged by dispatch or officers increased more than 48% from 2000 (20,356) to 2021 (39,410).
- ❖ Patrol officers have seen a dramatic increase in police services for CIT (Crisis Intervention) and social resources which can be very labor intensive.
- ❖ Investigations continue to become more complex with social media and the courts demand for judicial review (affidavits & warrants).
- ❖ Training for law enforcement has increased to include field training, mandatory and elective or specialized training. All officers require substantially more training now compared to 10-15 years ago.
- ❖ Documentation of arrests and calls takes hours of the officers’ time, which takes them off the streets. They can leave their report writing and respond to a call but are under time constraints to complete and hand in reports which sometimes requires them to stay after their shift (overtime).
- ❖ There has been a consistent decline in discretionary (pro-active) patrol functions and unfortunately day shift patrol has become almost completely reactive.
- ❖ The number one and most important reason for additional officers is **OFFICER SAFETY**. Some calls that would normally be a two-officer call only have one officer responding due to other officers on duty being tied up on calls and/or arrests. During the hours of 2:30am and 7:00am



when a lot of calls are two officer calls there is only two officers working which leaves the relying on neighboring police departments if they have someone available.

- ❖ In closing the additional two officers will help the Town of Wells keep its officers safer and allow them to be more proactive since the town demographics and the calls for service have increased so sharply.



## FY 2024 Staffing Request

Department:	Dispatch
Position Requested:	2 – Dispatchers (1 – 12mos & 1 – 6mos)
Total Position Cost:	\$110,774
Funding Source:	Taxation

Type of Position Change:	New Position	X	Modification to Position	
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### Position Justification:

- Requesting 2 full-time dispatchers, one to be hired in July and one to be hired in January. After both are hired and cleared the Field Training Program, we would be able to schedule two dispatchers 24/7 and have 24 hours for the Lead Dispatcher to complete administrative duties to include state mandated quality assurance, CJIS audits, and assist with mandated continuing education requirements (CED credits) for dispatchers. This person would also be available to fill shifts at certain times to cut down on overtime.
- Would like to stagger hiring as it is hard to train two people at once.
- One of the positions would be for a lead (working) dispatcher which the MRI study of 2022 supports. This would also free up a Police Captain from the daily direct supervision of staff to work on MLEAP accreditation and other department projects.
- “Calls for Service” almost doubled (**98%**) from 2000 (20,356) to 2022 (40,460). We continue to see a linear increase each year.
- Dispatch staff handles more than 75,000 incoming calls to the center each year.
- The demand on dispatchers has become greater with Emergency Medical & Fire Dispatch protocols. This has increased training and quality assurance time, mandated by the state.
- With the increase in call volume, existing staff are triaging needs setting aside other demands.
- Relying on hiring part-time dispatchers has proven very difficult over the last several years. With all the required training (3 months) the summer is over; they can only answer non-emergency calls and corresponding dispatch functions. The full-time dispatchers are forced in to cover gaps in the schedule due to the seasonal influx.
- The community expects a variety of services and additional dispatchers would make it possible to always provide a higher level of service.



- Staffing an emergency communications center in the best of times can be difficult. During pre-planned (ex. FMLA leave) or unexpected staffing absences these two additional dispatchers would help alleviate the added pressures on the remaining staff.
- Medical calls are some of the most difficult and time-consuming types of emergencies handled by our center, they are up over 25% from 2020.

**BUDGET LINE ITEM DETAIL**

	<b>FY 2020 ACTUALS</b>	<b>FY 2021 ACTUALS</b>	<b>FY 2022 ACTUALS</b>	<b>FY 2023 REVISED</b>	<b>FY 2023 ACTUALS</b>	<b>DEPT HEAD PROPOSED</b>	<b>TOWN MANAGER PROPOSED</b>	<b>DOLLAR CHANGE</b>	<b>PCT CHANGE</b>
<b>AMBULANCE</b>									
QUARTERLY PAYMENT	\$ 315,000	\$ 365,000	\$ 390,000	\$ 400,000	\$ 300,000	\$ 436,000	\$ 436,000	\$ 36,000	9.0%
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 315,000</b>	<b>\$ 365,000</b>	<b>\$ 390,000</b>	<b>\$ 400,000</b>	<b>\$ 300,000</b>	<b>\$ 436,000</b>	<b>\$ 436,000</b>	<b>\$ 36,000</b>	<b>9.0%</b>
<b>TOTAL AMBULANCE</b>	<b>\$ 315,000</b>	<b>\$ 365,000</b>	<b>\$ 390,000</b>	<b>\$ 400,000</b>	<b>\$ 300,000</b>	<b>\$ 436,000</b>	<b>\$ 436,000</b>	<b>\$ 36,000</b>	<b>9.0%</b>



# WELLS EMERGENCY MEDICAL SERVICES, INC

*Steven Merrill, Interim Director  
Andrew Turcotte Deputy Director  
Brian Watkins, Deputy Director*

P.O. Box 1568  
114 Sanford Road  
Wells, Maine 04090

December 30, 2022

## Fiscal Year 2024 CIP Request

**Project Name:** Replace 2015 Ambulance  
**Total Project Cost:** Estimated cost \$291,816.38  
Annual Operating Costs:  
Annual Maintenance Costs:  
Estimated Life: 9 to 10 years  
Departmental Priority: Top Priority

### Request Classification

Vehicle

### Description of Project/Item:

Replace the 2105 Chevrolet Type III Ambulance that as of December 30, 2022, has a mileage of 170,923. The cost is an estimate currently and potentially could come in less than the supplied estimated cost.

### Project Justification and Implementation Strategy

As our calls increase and the mileage and maintenance costs increase as well, it is time that this unit gets replaced. The ambulance is a 2015 chassis and since March of 2022 until December 30, 2022, we have had to pay \$11,975.93 in repairs and normal maintenance. The number of hours this truck has been out of service for the repairs and maintenance is 940 hours. As time goes on, costs of repairs and maintenance will be increasing. The cost of fuel will be cheaper as well, due the fact the new EMS unit will have a gas motor compared to the current diesel motor in the 2015 unit.

### Other Information:

Currently the potential wait time for a chassis can be up to two years due to the limited amount of chassis's the manufacturers. WEMS is also looking into keeping the box (patient compartment) and having it refurbished and putting it on a new chassis for a potential savings on the price. WEMS cannot get a price on that as of todays date.

<b>Implementation Schedule</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
Amount of check needed per year	\$292,000			\$300,000
Amount to be added to reserve per year	\$292,000	\$100,000	\$100,000	\$100,000



**WELLS EMERGENCY MEDICAL SERVICES, INC**

*Steven Merrill, Interim Director  
Andrew Turcotte Deputy Director  
Brian Watkins, Deputy Director*

**P.O. Box 1568  
114 Sanford Road  
Wells, Maine 04090**

**December 30, 2022**

**Fiscal Year 2024 CIP Request**

**Project Name:** Replace Cardiac Monitor  
**Total Project Cost:** \$50,000.00  
**Annual Operating Costs:**  
**Annual Maintenance Costs:**  
**Estimated Life:** 10 years  
**Departmental Priority:** Top Priority

**Request Classification**

Equipment

**Description of Project/Item:**

Replace the 2012 Lifepack 15 Cardiac Monitor and replace the three 2005 intravenous pumps required for medications

**Project Justification and Implementation Strategy**

The oldest Lifepack 15 is now running out of its maintenance agreement and is also outdated in technology. We have not had any failures with this unit yet and feel that upgrading now would be beneficial to the patient and the providers using them. There is a new technology with this unit that allows physicians at the hospital to be able to see what the providers see at the scene of a call and be able to assist crews in diagnosing the patient's earlier for quicker interventions and appropriate hospitals that have that specific care.

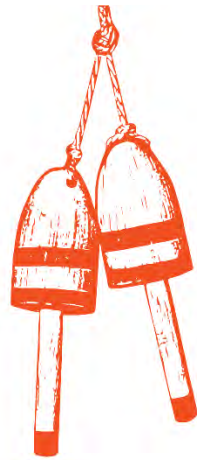
The current intravenous pumps have outdated technology and are more complicated to program than the newer technology of today. These pumps are for medications that assist in the patient's viability with major cardiac events and pain management. The newer intravenous pumps are much less in weight as well and easier to maneuver around on the stretchers than the current pumps.

**Other Information**

**Implementation Schedule**

	<b>2024</b>	<b>2025</b>	<b>2026</b>
Amount of check needed per year	\$50,000		
Amount to be added to reserve account per Year	\$50,000		

# Section Five



## Public Works Transfer Station Transportation Center

	BUDGET LINE ITEM DETAIL									
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>PUBLIC WORKS</b>										
MISCELLANEOUS	\$ 1,627	\$ 2,520	\$ 916	\$ -	\$ 692	\$ 1,000	\$ 1,000	\$ 1,000	100.0%	
<b>SUBTOTAL REVENUES</b>	<b>\$ 1,627</b>	<b>\$ 2,520</b>	<b>\$ 916</b>	<b>\$ -</b>	<b>\$ 692</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>100.0%</b>	
REGULAR	\$ 515,754	\$ 603,655	\$ 621,342	\$ 672,781	\$ 325,525	\$ 660,578	\$ 660,578	\$ (12,203)	-1.8%	
RESERVE/SEASONAL	\$ 25,913	\$ 15,800	\$ 21,755	\$ 20,000	\$ 11,303	\$ 20,000	\$ 20,000	\$ -	0.0%	
OVERTIME	\$ 39,415	\$ 28,301	\$ 34,066	\$ 45,000	\$ 11,092	\$ 45,000	\$ 45,000	\$ -	0.0%	
GRAVESITE BEAUTIFICATION/MAINT	\$ 5,865	\$ 5,154	\$ 4,316	\$ 8,000	\$ 2,479	\$ 8,000	\$ 8,000	\$ -	0.0%	
FICA	\$ 41,347	\$ 46,151	\$ 48,658	\$ 53,420	\$ 25,092	\$ 51,919	\$ 51,919	\$ (1,501)	-2.8%	
MSRS + ICMA	\$ 29,298	\$ 36,616	\$ 42,083	\$ 49,538	\$ 23,370	\$ 53,240	\$ 53,240	\$ 3,702	7.5%	
HEALTH INSURANCE	\$ 131,960	\$ 162,835	\$ 149,232	\$ 165,380	\$ 70,273	\$ 176,526	\$ 176,526	\$ 11,146	6.7%	
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 789,552</b>	<b>\$ 898,512</b>	<b>\$ 921,452</b>	<b>\$ 1,014,119</b>	<b>\$ 469,134</b>	<b>\$ 1,015,263</b>	<b>\$ 1,015,263</b>	<b>\$ 1,144</b>	<b>0.1%</b>	
ELECTRICITY	\$ 14,608	\$ 7,815	\$ 8,524	\$ 10,000	\$ 2,037	\$ 10,000	\$ 10,000	\$ -	0.0%	
HEATING FUEL	\$ 6,864	\$ 7,555	\$ 13,073	\$ 8,500	\$ 1,408	\$ 14,000	\$ 14,000	\$ 5,500	64.7%	
TELEPHONE	\$ 3,765	\$ 3,204	\$ 3,185	\$ 3,500	\$ 2,140	\$ 3,500	\$ 3,500	\$ -	0.0%	
CABLE/INTERNET	\$ 827	\$ 1,274	\$ 1,436	\$ 1,420	\$ 720	\$ 1,420	\$ 1,420	\$ -	0.0%	
HIGHWAY DEPT REP/MAINT EQUIP	\$ 81,812	\$ 62,893	\$ 68,642	\$ 85,000	\$ 67,070	\$ 90,000	\$ 90,000	\$ 5,000	5.9%	
BUILDING R&M	\$ 3,327	\$ 4,432	\$ 7,414	\$ 8,200	\$ 4,736	\$ 10,000	\$ 10,000	\$ 1,800	22.0%	
AGREEMENTS/CONTRACTS	\$ 16,400	\$ 11,148	\$ 9,136	\$ 10,400	\$ 6,044	\$ 40,000	\$ 40,000	\$ 29,600	284.6%	
OPERATING SUPPLIES - BUILDING	\$ 3,591	\$ 1,489	\$ 1,777	\$ 2,500	\$ 727	\$ 3,000	\$ 3,000	\$ 500	20.0%	
HIGHWAY SAFETY/COMMUNICATION	\$ 540	\$ 859	\$ 556	\$ 800	\$ 163	\$ 1,500	\$ 1,500	\$ 700	87.5%	
HISTORIC PRESERVATION	\$ 612	\$ 1,418	\$ 4,329	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ -	0.0%	
EQUIPMENT RENTALS	\$ 5,065	\$ 956	\$ 2,860	\$ 6,000	\$ -	\$ 6,000	\$ 6,000	\$ -	0.0%	
TREE REMOVAL	\$ 8,250	\$ 8,600	\$ 15,200	\$ 15,000	\$ 15,031	\$ 25,000	\$ 25,000	\$ 10,000	66.7%	
STORM REPAIR	\$ 320	\$ -	\$ 16,087	\$ 10,000	\$ 2,120	\$ 15,000	\$ 15,000	\$ 5,000	50.0%	
SHOP TOOLS	\$ 1,125	\$ 4,390	\$ 4,823	\$ 6,000	\$ 4,909	\$ 7,000	\$ 7,000	\$ 1,000	16.7%	
CULVERTS	\$ 8,923	\$ 617	\$ 5,719	\$ 5,000	\$ 1,700	\$ 8,000	\$ 8,000	\$ 3,000	60.0%	
SIGNS	\$ 8,916	\$ 8,464	\$ 11,757	\$ 16,000	\$ 1,167	\$ 16,000	\$ 16,000	\$ -	0.0%	
SHOP OPERATING SUPPLIES	\$ 12,821	\$ 12,458	\$ 17,401	\$ 20,000	\$ 3,612	\$ 18,000	\$ 18,000	\$ (2,000)	-10.0%	
ROAD MAINTENANCE SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	100.0%	
UNIFORMS	\$ 14,930	\$ 15,394	\$ 14,893	\$ 14,000	\$ 5,763	\$ 14,000	\$ 14,000	\$ -	0.0%	
SAFETY PPE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	100.0%	
STONE	\$ 5,117	\$ 1,177	\$ 8,645	\$ 5,000	\$ 1,782	\$ 5,000	\$ 5,000	\$ -	0.0%	
COLD PATCH	\$ 3,514	\$ 2,293	\$ 3,369	\$ 5,000	\$ 1,723	\$ 5,000	\$ 5,000	\$ -	0.0%	
FUEL AND LUBRICANTS	\$ 28,143	\$ 28,498	\$ 57,485	\$ 50,000	\$ 27,539	\$ 60,000	\$ 60,000	\$ 10,000	20.0%	
TRAINING	\$ 649	\$ 2,008	\$ 5,793	\$ 5,000	\$ (2,505)	\$ 8,000	\$ 8,000	\$ 3,000	60.0%	
TECH UPDATES - MECHANIC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ 7,000	\$ 7,000	100.0%	
HIRED EQUIP/OPERATOR SNOW/ICE	\$ 87,206	\$ 63,981	\$ 70,587	\$ 95,000	\$ 16,315	\$ 100,000	\$ 100,000	\$ 5,000	5.3%	
LINE STRIPING	\$ 60,141	\$ 60,488	\$ 65,517	\$ 70,000	\$ 79,159	\$ 90,000	\$ 90,000	\$ 20,000	28.6%	
CATCH BASIN CLEANING	\$ 400	\$ 10,000	\$ 10,556	\$ 15,000	\$ 1,584	\$ 15,000	\$ 15,000	\$ -	0.0%	
ROAD SWEEPING	\$ 3,322	\$ 4,970	\$ 4,418	\$ 7,000	\$ -	\$ 8,000	\$ 8,000	\$ 1,000	14.3%	
GRADING	\$ 15,112	\$ 7,078	\$ 5,820	\$ 10,000	\$ 1,918	\$ 15,000	\$ 15,000	\$ 5,000	50.0%	
SALT	\$ 163,045	\$ 143,382	\$ 133,867	\$ 190,000	\$ 7,590	\$ 250,000	\$ 250,000	\$ 60,000	31.6%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 559,343</b>	<b>\$ 476,839</b>	<b>\$ 572,866</b>	<b>\$ 675,820</b>	<b>\$ 254,451</b>	<b>\$ 852,920</b>	<b>\$ 852,920</b>	<b>\$ 177,100</b>	<b>26.2%</b>	
<b>TOTAL PUBLIC WORKS</b>	<b>\$ 1,347,268</b>	<b>\$ 1,372,831</b>	<b>\$ 1,493,401</b>	<b>\$ 1,689,939</b>	<b>\$ 722,893</b>	<b>\$ 1,867,183</b>	<b>\$ 1,867,183</b>	<b>\$ 177,244</b>	<b>10.5%</b>	

	BUDGET LINE ITEM DETAIL									
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>LOCAL ROADS REIMBURSEMENT</b>										
LOCAL ROAD REIMBURSE REVENUE	\$ 207,204	\$ 196,368	\$ 210,956	\$ 200,000	\$ -	\$ 205,000	\$ 205,000	\$ 5,000	2.5%	
<b>SUBTOTAL REVENUES</b>	<b>\$ 207,204</b>	<b>\$ 196,368</b>	<b>\$ 210,956</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 205,000</b>	<b>\$ 205,000</b>	<b>\$ 5,000</b>	<b>2.5%</b>	
<b>TOTAL LOCAL ROADS REIMBURSEMENT</b>	<b>\$ (207,204)</b>	<b>\$ (196,368)</b>	<b>\$ (210,956)</b>	<b>\$ (200,000)</b>	<b>\$ -</b>	<b>\$ (205,000)</b>	<b>\$ (205,000)</b>	<b>\$ (5,000)</b>	<b>2.5%</b>	
<b>TRANSFER STATION</b>										
TRANSFER STATION MISC	\$ 7,693	\$ 7,070	\$ 8,105	\$ 8,000	\$ 4,363	\$ 8,000	\$ 8,000	\$ -	0.0%	
TIRES	\$ 3,017	\$ 3,122	\$ 2,892	\$ 2,000	\$ 1,272	\$ 3,000	\$ 3,000	\$ 1,000	50.0%	
TRASH BAGS	\$ 223,347	\$ 284,186	\$ 307,493	\$ 250,000	\$ 177,923	\$ 550,000	\$ 550,000	\$ 300,000	120.0%	
TRANSFER STATION STICKER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	100.0%	
METAL & WHITE GOOD REVENUE	\$ 4,785	\$ 1,840	\$ 923	\$ 1,000	\$ 318	\$ 1,000	\$ 1,000	\$ -	0.0%	
BRUSH REVENUE	\$ 7,149	\$ 9,505	\$ 10,120	\$ 7,500	\$ 5,318	\$ 10,000	\$ 10,000	\$ 2,500	33.3%	
TRANSFER STATION DEMO	\$ 163,113	\$ 191,605	\$ 202,941	\$ 179,500	\$ 102,167	\$ 300,000	\$ 300,000	\$ 120,500	67.1%	
RENTAL INCOME	\$ 6,000	\$ 9,000	\$ 3,000	\$ 6,000	\$ 3,500	\$ 6,000	\$ 6,000	\$ -	0.0%	
<b>SUBTOTAL REVENUES</b>	<b>\$ 415,104</b>	<b>\$ 506,328</b>	<b>\$ 535,473</b>	<b>\$ 454,000</b>	<b>\$ 294,860</b>	<b>\$ 903,000</b>	<b>\$ 903,000</b>	<b>\$ 449,000</b>	<b>98.9%</b>	
REGULAR	\$ 127,975	\$ 132,025	\$ 143,537	\$ 153,756	\$ 69,055	\$ 157,726	\$ 157,726	\$ 3,970	2.6%	
PART-TIME	\$ 18,797	\$ 11,947	\$ 10,667	\$ 12,500	\$ 14,809	\$ 20,000	\$ 20,000	\$ 7,500	60.0%	
OVERTIME	\$ 5,642	\$ 4,133	\$ 6,888	\$ 6,000	\$ 3,023	\$ 6,000	\$ 6,000	\$ -	0.0%	
FICA	\$ 10,842	\$ 10,424	\$ 11,433	\$ 12,232	\$ 6,176	\$ 13,144	\$ 13,144	\$ 912	7.5%	
MSRS + ICMA	\$ 6,026	\$ 6,100	\$ 7,845	\$ 8,988	\$ 3,660	\$ 9,843	\$ 9,843	\$ 855	9.5%	
HEALTH INSURANCE	\$ 42,220	\$ 44,178	\$ 42,095	\$ 44,966	\$ 22,627	\$ 44,064	\$ 44,064	\$ (902)	-2.0%	
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 211,502</b>	<b>\$ 208,806</b>	<b>\$ 222,464</b>	<b>\$ 238,442</b>	<b>\$ 119,348</b>	<b>\$ 250,777</b>	<b>\$ 250,777</b>	<b>\$ 12,335</b>	<b>5.2%</b>	
ELECTRICITY	\$ 5,024	\$ 4,823	\$ 6,656	\$ 5,000	\$ 1,716	\$ 6,000	\$ 6,000	\$ 1,000	20.0%	
TELEPHONE	\$ 692	\$ 467	\$ 540	\$ 600	\$ 270	\$ 600	\$ 600	\$ -	0.0%	
BUILDING	\$ 3,240	\$ 2,577	\$ 2,560	\$ 4,000	\$ 2,180	\$ 4,000	\$ 4,000	\$ -	0.0%	
COMP/SOFTWARE	\$ 230	\$ -	\$ 84	\$ 500	\$ -	\$ 500	\$ 500	\$ -	0.0%	
EQUIPMENT	\$ 10,590	\$ 7,143	\$ 5,620	\$ 10,000	\$ 3,910	\$ 8,000	\$ 8,000	\$ (2,000)	-20.0%	
OTHER SERVICES AND CHARGES	\$ 2,472	\$ 3,803	\$ 11,175	\$ 8,000	\$ 4,591	\$ 8,000	\$ 8,000	\$ -	0.0%	
HAZMAT DAY	\$ 4,805	\$ 3,662	\$ 5,145	\$ 5,500	\$ -	\$ 5,500	\$ 5,500	\$ -	0.0%	
LANDFILL MONITORING	\$ 7,250	\$ 7,250	\$ 7,590	\$ 7,500	\$ 2,153	\$ 7,500	\$ 7,500	\$ -	0.0%	
CREDIT CARD FEES	\$ 2,740	\$ 4,638	\$ 6,013	\$ 6,000	\$ 3,357	\$ 6,000	\$ 6,000	\$ -	0.0%	
OPERATING SUPPLIES	\$ 6,324	\$ 6,402	\$ 6,482	\$ 6,500	\$ 2,637	\$ 6,500	\$ 6,500	\$ -	0.0%	
TRASH BAG PURCHASES	\$ 45,511	\$ 90,491	\$ 62,785	\$ 45,000	\$ 49,989	\$ 70,000	\$ 70,000	\$ 25,000	55.6%	
OFFICE SUPPLIES	\$ 1,517	\$ 1,772	\$ 1,858	\$ 1,400	\$ 3,593	\$ 5,000	\$ 5,000	\$ 3,600	257.1%	
UNIFORMS	\$ 2,579	\$ 4,579	\$ 3,915	\$ 4,000	\$ 3,037	\$ 4,000	\$ 4,000	\$ -	0.0%	
TIPPING / TOLLS	\$ 160,724	\$ 178,208	\$ 182,698	\$ 181,500	\$ -	\$ -	\$ -	\$ (181,500)	-100.0%	
BRUSH	\$ 15,200	\$ 85	\$ 18,863	\$ 20,000	\$ -	\$ 60,000	\$ 60,000	\$ 40,000	200.0%	
HAULING	\$ 33,220	\$ 41,200	\$ 41,569	\$ 45,000	\$ -	\$ -	\$ -	\$ (45,000)	-100.0%	
DEMO	\$ 103,766	\$ 117,305	\$ 119,571	\$ 129,000	\$ 62,892	\$ 150,000	\$ 150,000	\$ 21,000	16.3%	
TIRE DISPOSAL	\$ 2,605	\$ 3,734	\$ 2,197	\$ 3,000	\$ -	\$ 3,000	\$ 3,000	\$ -	0.0%	
MSW (TRASH)	\$ -	\$ -	\$ -	\$ -	\$ 58,831	\$ 142,000	\$ 142,000	\$ 142,000	100.0%	
SINGLE SOURCE/RECYCLING EXP	\$ -	\$ -	\$ -	\$ -	\$ 11,444	\$ 27,500	\$ 27,500	\$ 27,500	100.0%	
PAPER	\$ -	\$ -	\$ -	\$ -	\$ 17,779	\$ 42,670	\$ 42,670	\$ 42,670	100.0%	
METAL	\$ -	\$ -	\$ -	\$ -	\$ 525	\$ 1,260	\$ 1,260	\$ 1,260	100.0%	

	BUDGET LINE ITEM DETAIL									
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
ELECTRONICS/LIGHT BULBS	\$ -	\$ -	\$ -	\$ -	\$ 3,398	\$ 7,000	\$ 7,000	\$ 7,000	100.0%	
GAS & OIL	\$ 1,119	\$ 691	\$ 1,357	\$ 1,500	\$ 49	\$ 1,500	\$ 1,500	\$ -	0.0%	
GENERAL - TRAINING	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ 1,000	\$ 1,000	\$ 500	100.0%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 409,610</b>	<b>\$ 478,831</b>	<b>\$ 486,676</b>	<b>\$ 484,500</b>	<b>\$ 232,351</b>	<b>\$ 567,530</b>	<b>\$ 567,530</b>	<b>\$ 83,030</b>	<b>17.1%</b>	
<b>TOTAL TRANSFER STATION</b>	<b>\$ 206,007</b>	<b>\$ 181,310</b>	<b>\$ 173,667</b>	<b>\$ 268,942</b>	<b>\$ 56,839</b>	<b>\$ (84,693)</b>	<b>\$ (84,693)</b>	<b>\$ (353,635)</b>	<b>-131.5%</b>	
<b>TRANSPORTATION CENTER</b>										
TRAIN STA REV	\$ 2,328	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
<b>SUBTOTAL REVENUES</b>	<b>\$ 2,328</b>	<b>\$ 75</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	
PART-TIME	\$ 31,980	\$ 33,827	\$ 33,529	\$ 32,830	\$ 17,516	\$ 32,830	\$ 32,830	\$ -	0.0%	
FICA	\$ 2,447	\$ 2,588	\$ 2,567	\$ 2,511	\$ 1,340	\$ 2,511	\$ 2,511	\$ -	0.0%	
HEALTH INSURANCE	\$ -	\$ -	\$ 527	\$ -	\$ -	\$ 600	\$ 600	\$ 600	100.0%	
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 34,427</b>	<b>\$ 36,414</b>	<b>\$ 36,623</b>	<b>\$ 35,341</b>	<b>\$ 18,856</b>	<b>\$ 35,941</b>	<b>\$ 35,941</b>	<b>\$ 600</b>	<b>1.7%</b>	
SEWER	\$ 338	\$ 351	\$ 358	\$ 500	\$ 90	\$ 500	\$ 500	\$ -	0.0%	
ELECTRICITY	\$ 5,528	\$ 4,117	\$ 4,975	\$ 6,500	\$ 1,640	\$ 6,500	\$ 6,500	\$ -	0.0%	
HEATING FUEL	\$ 2,250	\$ 2,184	\$ 2,087	\$ 2,500	\$ 688	\$ 2,700	\$ 2,700	\$ 200	8.0%	
TELEPHONE	\$ 387	\$ 393	\$ 501	\$ 400	\$ 225	\$ 400	\$ 400	\$ -	0.0%	
CABLE/INTERNET	\$ 1,568	\$ 1,606	\$ 1,668	\$ 2,000	\$ 944	\$ 1,700	\$ 1,700	\$ (300)	-15.0%	
BUILDING	\$ 4,826	\$ 5,234	\$ 5,363	\$ 5,000	\$ 716	\$ 6,500	\$ 6,500	\$ 1,500	30.0%	
OUTSIDE SERVICES	\$ 20,720	\$ 28,976	\$ 14,804	\$ 20,000	\$ 7,716	\$ 20,000	\$ 20,000	\$ -	0.0%	
OPERATING SUPPLIES	\$ 1,232	\$ -	\$ 572	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ -	0.0%	
OFFICE SUPPLIES	\$ 531	\$ 48	\$ 9	\$ 500	\$ 20	\$ 500	\$ 500	\$ -	0.0%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 37,379</b>	<b>\$ 42,909</b>	<b>\$ 30,337</b>	<b>\$ 38,900</b>	<b>\$ 12,039</b>	<b>\$ 40,300</b>	<b>\$ 40,300</b>	<b>\$ 1,400</b>	<b>3.6%</b>	
<b>TOTAL TRANSPORTATION CENTER</b>	<b>\$ 69,478</b>	<b>\$ 79,248</b>	<b>\$ 66,959</b>	<b>\$ 74,241</b>	<b>\$ 30,895</b>	<b>\$ 76,241</b>	<b>\$ 76,241</b>	<b>\$ 2,000</b>	<b>2.7%</b>	



## FY 2024 CIP Request

Department:	Public Works
Project/Item Name:	Generator
Total Project Cost:	\$170,000
Project Funding Source:	Taxation
Annual Operating Costs:	
Annual Maintenance Costs:	
Estimated Life:	
Departmental Priority:	

Request Classification (Please place an X after Classification Description):

Building/Build Improvement	X	Conservation	
Vehicles		Technology	
Infrastructure		Equipment	
Other			

Description of Project/Item: To obtain a generator that instantly comes on when power goes out. The new generator needs to be capable of powering the public works garage, round building, old public works building, fuel pumps and any future facility needs.

Project Justification and Implementation Strategy: The current generator needs to be manually started. When the power goes down and the facility switches to generator the fuel pumps need to be manually restarted. The current generator powers about half of the new facility and the fuel pumps once manually reset. It does not power any part of the old building.

Other Information: The proposed new generator would be a conversion from propane to diesel as a propane generator can't be sized to adequately provide the power needed.

### IMPLMENTATION SCHEDULE (Fiscal Years)

As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	50,000					
Amount to be Added to Reserve per Year:	50,000					





ISO9001:2015 Certified

Milford, MA  
Batavia, NY  
North Reading, MA

Londonderry, NH  
Binghamton, NY  
Richmond, VT

Clifton Park, NY  
Brewer, ME  
Wareham, MA

Syracuse, NY  
Scarborough, ME  
Cranston, RI

TO: Wells Department of Public Works  
ATTN: Jason Prime

QUOTE NO: 23-83136.1  
DATE: January 13, 2023

**PROJECT**  
**Standby Generator – Sourcewell Pricing**

We are pleased to offer the following equipment for consideration:

One (1) New Outdoor Caterpillar Model D300GC Diesel Emergency Packaged Generator Set. This unit is rated 300 KW, Standby Power, 277/480 Volt, 60 hertz, 1800 rpm, Three phase, 0.8 pf. The following equipment/services are included:

- UL 2200 Listed and Labeled
- EPA Certified for Stationary Emergency Application
- Permanent Magnet Generator
- Generator Heater
- Electronic Governor
- Unit Mounted Radiator
- Jacket Water Heater
- Vibration Isolators
- Starting Batteries with Rack and Cables
- 10 Amp Battery Charger
- Charging Alternator
- Engine/Generator Unit Mounted Control Panel
- One Remote Annunciator Panel, 16 Light NFPA 110 – ships loose
- Remote Emergency Stop Station (EPO Station) – ships loose
- 544 Gallon (24 hours of run time at 100% load) Fuel Tank, Double Walled w/Leak Detection, UL142 Listed
- 600 Amp Unit Mounted Circuit Breaker
- Enclosure - Painted Steel Factory Installed Sound Attenuated, Color- White
  - 74 dBA @ 23'
  - Mounted on fuel tank base above
  - Structural steel base
  - Thermal/acoustic insulation
  - Interior muffler with rain cap
  - AC distribution panel
  - Interior 120 VAC GFI receptacle
- ASCO Series 300 Automatic Transfer Switch:
  - Quantity 1, 800 Ampere, 3 Pole, Open Transition, NEMA 1 Enclosure, WCR 150kA with Specific Breakers
- Standard Factory & Production Testing
- Start-up and Test with Milton Cat Supplied Load Bank
- Customer Training
- 2 Year Warranty from Date of Start-Up
- 5 Year from Date of Start-Up Gold Extended Service Coverage – Free from Cat – Can be Upgraded
- Operation and Maintenance Manuals

<b>Cat Generator List Price</b>	<b>\$</b>	<b>96,354.98</b>
<b>Sourcewell Discount</b>	<b>31% ( \$29,870.04 )</b>	
<b>CAT Net Price</b>		<b>\$66,484.94</b>
<b>Non-Cat List Price</b>	<b>\$23,121.69</b>	
<b>Sourcewell Discount</b>	<b>5% ( \$1,156.08 )</b>	
		<b>\$21,965.61</b>



**Net Price, F.O.B. Job Site/Tailgate.....\$88,450.55**

OPTION

Customer Value Agreement:

We are pleased to offer a Customer Value Agreement (CVA) which provides for routine maintenance of your new Caterpillar generator set for the first year. At the end of the first year of operation, Milton CAT will complete a comprehensive system inspection, oil, and filter replacement, submit engine oil and coolant samples for laboratory analysis, and fuel filter replacement (diesel models). You will be provided with complete documentation of all results and services performed.

250-400 KW Diesel \$1550.00

Note:

- 1. Includes remote monitoring through Caterpillar.
- 2. Prices reflect single generator.
- 3. CVA programs can be customized to suit your specific needs, such as semi-annual and quarterly programs.
- 4. CVA Pricing may vary based on installation location and accessibility (geographically, rooftop, etc.)
- 5. Pricing for extended warranties is available upon request.
- 6. Pricing reflects installations within 50 miles of your local Milton CAT branch. Additional travel time and mileage fees may apply.

*This quotation is valid for 30 days. Due to the fluctuating costs associated with key materials such as steel, aluminum, and copper, Milton CAT reserves the right to review quotation pricing at the time of order and again at time of equipment release. If material costs increase by greater than 2%, Milton CAT will update our quotation accordingly. We appreciate your understanding during this volatile time and look forward to partnering with you as we work through it together.*

Payment Terms:

With Credit Department Approval – Net 30 Days and 100% Paid Prior To Start Up.  
Sales tax is not included.  
Credit card payments are not accepted.

This is a quotation on the goods named above and subject to the conditions noted herein:

Scope:

- 1. No specifications or drawings were received.
- 2. The equipment, services and testing defined in this proposal constitute the entire offer. No other items are included or implied.
- 3. Any changes to the scope of work contained herein and/or additional terms and conditions added by the Purchaser may void pricing and terms of this agreement. If such a situation arises, Seller may provide a revised agreement to reflect pricing and terms as changed or as required by the Purchaser.

System Check Test and Start up:

- 1. All customer connections must be completed prior to start up.
- 2. Block heaters, battery chargers, exhaust systems, exhaust lagging, vibration isolators, breaker connections, fuel tanks filled, etc. must be performed by the installing contractor.

Testing – Load Testing:

- 1. Milton Cat will provide a service technician to perform load bank testing. Load banks will be provided by Milton Cat.
- 2. Milton Cat Temporary Low Voltage Cables will be delivered to site by Milton Cat to connect the load banks to the generators. All off loading/rigging required to lay the cables and all loading/rigging required to return the cables to the original delivery point will be the responsibility of the installing contractor.
- 3. Any medium voltage cables to be provided and installed by the electrical contractor.

Clarifications:

- 1. If a WCR rating other than that proposed is required because of a system coordination study (by others), a revised quotation will be provided.
- 2. In order to meet NEC requirements to monitor life safety start circuits, redundant start wiring to each ATS may be required. This should be reviewed by the Electrical Engineer of record and confirmed before installation.



3. All NETA testing is excluded.
4. All Third-Party testing and commissioning are excluded.
5. All Coordination Studies are excluded.
6. All programming, settings, and testing of relays and protective devices is excluded.
7. All Ground Fault testing is excluded.
8. All Arc Flash Studies are excluded.
9. All fuel is excluded.
10. All installation of equipment is by others.
11. Items marked as ships loose on the Bill of Material to be installed by others.
12. Assembly of enclosure (if applicable) is not included in this proposal (i.e. exterior lighting, exhaust elbow, hoods, vents, etc.).
13. If any disassembly and reassembly of the generator set or enclosure is required for rigging purposes, please contact Milton CAT for revised pricing.
14. All permits, registrations, inspections, etc. are excluded.
15. Milton Cat reserves the right to correct errors and omissions
16. Videotaping of training performed by Milton CAT Technicians is strictly prohibited.
17. Federal, State, and local code compliance is strictly the responsibility of the owner and/or **the owner's** representatives.
18. Title and risk of loss will pass to Buyer upon delivery of the equipment to project site or designated delivery address.
19. **Buyer may not cancel a purchase order or return equipment without Milton Cat's written consent. Any cancellation or return is subject to additional charges.**

This price is firm and valid for 30 days. Please see attached Terms and Conditions. Please note sales tax, if applicable, is not included in our price. We appreciate this opportunity to quote you on your equipment requirements and hope to be favored with your valued order.

We look forward to serving your future purchase and/or rental needs.

Sincerely,

Tom Gallo / Sales Representative / Cell: (603) 345-5038 / Email: tom\_gallo@miltoncat.com



**MILTON CAT POWER SYSTEMS STANDARD TERMS & CONDITIONS**

- A. Customer is responsible for all installation of the equipment supplied by **Milton Cat Power Systems**, unless otherwise specified in writing.
- B. All equipment needed to perform any loading or unloading of the equipment supplied by **Milton Cat Power Systems** is the responsibility of the buyer.
- C. All permits, fees and regulatory requirements are the responsibility of the buyer.
- D. **Milton Cat Power Systems** limits the scope of supply for this quotation to the equipment and services listed in our bill of material. Unless specifically listed in our bill of material, equipment not indicated is assumed to be supplied by others. We have detailed the equipment proposed in the bill of material. Please check it to be certain that it meets your requirements.
- E. **Milton Cat Power Systems** reserves the right to correct any errors or omissions.
- F. **Milton Cat Power Systems** offers no warranty as part of this agreement other than that which is passed on to the owner by the original equipment manufacturer.
- G. **Milton Cat Power Systems** assumes no liability of losses or delays arising from Acts of God, fires, weather conditions, labor controversies, delays in supplies, or other causes beyond the control of **Milton Cat Power Systems**.
- H. Any changes to the scope of work contained herein and/or additional terms and conditions added by the customer may void pricing and terms of this agreement. If such a situation arises, **Milton Cat Power Systems** may provide a revised agreement to reflect pricing and terms as changed or required by the customer.
- I. The Price of any equipment scheduled for shipment on a date beyond a period of twelve (12) months from date of purchase order is subject to increase by seller, unless otherwise agreed to in writing.
- J. Contracts which include penalty or liquidated damage clauses, waivers of subrogation, or naming a third party additionally insured are not acceptable or binding on **Milton Cat Power Systems**, unless accepted and confirmed in writing by an officer of **Milton Cat Power Systems**.
- K. **Successors and Assigns.** Customer shall not assign or transfer any of its obligations, responsibilities, rights or interests under this Agreement without the advance written consent of **Milton Cat Power Systems**. Any assignment or transfer by the customer in violation hereof shall be void and without force or effect.
- L. There will be a cancellation fee for any orders cancelled, once placed and accepted by **Milton Cat Power Systems**. Cancellation fees will be addressed and negotiated at time of cancellation.
- M. **Milton Cat Power Systems** will not be responsible for any labor or material charges by others associated with the start-up and installation of this equipment unless previously agreed upon, in writing by **Milton Cat Power Systems**.
- N. **Customer Acceptance:** This proposal is accepted at the price and per the terms indicated. (Please provide the entire proposal form to **Milton Cat Power Systems** with signature). **Milton Cat Power Systems** requires a purchase order to proceed with the order.
- O. **Force Majeure:** Neither Party shall be liable to the other Party, or be deemed to be in breach of the above-referenced Purchase Order/Contract, for any delay or failure to perform its obligations (other than payment obligations), if such delay or failure is due to any cause beyond the control of such Party, which includes but is not limited to acts of God, unavailability or shortages of materials or energy, fire, flood, unusually severe weather, epidemics, quarantine restrictions, war, terrorism, embargo, strikes, labor disputes, explosions, riots, laws, rules, regulations, restrictions, orders or acts of any governmental authority or any cause beyond the reasonable control of such Party or its suppliers. In the event that performance of this Purchase Order is hindered, delayed or adversely affected by causes of the type described above ("Force Majeure"), then the Party whose performance is so affected shall promptly notify the other Party's authorized representative in writing and this Purchase Order or Contract may be completed with such adjustments to delivery schedule as may reasonably be required by the existence of Force Majeure.
- P. Transactions that utilize any national purchasing agreements such as Sourcwell are governed by the terms and conditions of that national agreement. Any terms and conditions that are inconsistent or contradict those terms and conditions will not be accepted by **Milton Cat Power Systems**.

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



ISO9001:2015 Certified

Milford, MA  
Batavia, NY  
North Reading, MA

Londonderry, NH  
Binghamton, NY  
Richmond, VT

Clifton Park, NY  
Brewer, ME  
Wareham, MA

Syracuse, NY  
Scarborough, ME  
Cranston, RI

TO: Wells Department of Public Works  
ATTN: Jason Prime

QUOTE NO: 23-83136  
DATE: January 10, 2023

**PROJECT**  
Standby Generator - Budgetary

We are pleased to offer the following equipment for consideration:

One (1) New Outdoor Caterpillar Model D300GC Diesel Emergency Packaged Generator Set. This unit is rated 300 KW, Standby Power, 277/480 Volt, 60 hertz, 1800 rpm, Three phase, 0.8 pf. The following equipment/services are included:

- UL 2200 Listed and Labeled
- EPA Certified for Stationary Emergency Application
- Permanent Magnet Generator
- Generator Heater
- Electronic Governor
- Unit Mounted Radiator
- Jacket Water Heater
- Vibration Isolators
- Starting Batteries with Rack and Cables
- 10 Amp Battery Charger
- Charging Alternator
- Engine/Generator Unit Mounted Control Panel
- One Remote Annunciator Panel, 16 Light NFPA 110 – ships loose
- Remote Emergency Stop Station (EPO Station) – ships loose
- 544 Gallon (24 hours of run time at 100% load) Fuel Tank, Double Walled w/Leak Detection, UL142 Listed
- 600 Amp Unit Mounted Circuit Breaker
- Enclosure - Painted Steel Factory Installed Sound Attenuated, Color- White
  - 74 dBA @ 23'
  - Mounted on fuel tank base above
  - Structural steel base
  - Thermal/acoustic insulation
  - Interior muffler with rain cap
  - AC distribution panel
  - Interior 120 VAC GFI receptacle
- ASCO Series 300 Automatic Transfer Switch:
  - Quantity 1, 800 Ampere, 3 Pole, Open Transition, NEMA 1 Enclosure, WCR 150kA with Specific Breakers
- Standard Factory & Production Testing
- Start-up and Test with Milton Cat Supplied Load Bank
- Customer Training
- 2 Year Warranty from Date of Start-Up
- 5 Year from Date of Start-Up Gold Extended Service Coverage – Free from Cat – Can be Upgraded
- Operation and Maintenance Manuals

Net Budgetary **Price, F.O.B. Job Site/Tailgate**.....\$130,000.00

OPTION

Customer Value Agreement:

We are pleased to offer a Customer Value Agreement (CVA) which provides for routine maintenance of your new Caterpillar generator set for the first year. At the end of the first year of operation, Milton CAT will complete a comprehensive system inspection, oil, and filter replacement, submit engine oil and coolant samples for laboratory analysis, and fuel filter replacement (diesel models). You will be provided with complete documentation of all results and services performed.

250-400 KW Diesel \$1550.00



*Note:*

1. Includes remote monitoring through Caterpillar.
2. Prices reflect single generator.
3. CVA programs can be customized to suit your specific needs, such as semi-annual and quarterly programs.
4. CVA Pricing may vary based on installation location and accessibility (geographically, rooftop, etc.)
5. Pricing for extended warranties is available upon request.
6. Pricing reflects installations within 50 miles of your local Milton CAT branch. Additional travel time and mileage fees may apply.

*This quotation is valid for 30 days. Due to the fluctuating costs associated with key materials such as steel, aluminum, and copper, Milton CAT reserves the right to review quotation pricing at the time of order and again at time of equipment release. If material costs increase by greater than 2%, Milton CAT will update our quotation accordingly. We appreciate your understanding during this volatile time and look forward to partnering with you as we work through it together.*

**Payment Terms:**

With Credit Department Approval – Net 30 Days and 100% Paid Prior To Start Up.

Sales tax is not included.

Credit card payments are not accepted.

This is a quotation on the goods named above and subject to the conditions noted herein:

**Scope:**

1. No specifications or drawings were received.
2. The equipment, services and testing defined in this proposal constitute the entire offer. No other items are included or implied.
3. Any changes to the scope of work contained herein and/or additional terms and conditions added by the Purchaser may void pricing and terms of this agreement. If such a situation arises, Seller may provide a revised agreement to reflect pricing and terms as changed or as required by the Purchaser.

**System Check Test and Start up:**

1. All customer connections must be completed prior to start up.
2. Block heaters, battery chargers, exhaust systems, exhaust lagging, vibration isolators, breaker connections, fuel tanks filled, etc. must be performed by the installing contractor.

**Testing – Load Testing:**

1. Milton Cat will provide a service technician to perform load bank testing. Load banks will be provided by Milton Cat.
2. Milton Cat Temporary Low Voltage Cables will be delivered to site by Milton Cat to connect the load banks to the generators. All off loading/rigging required to lay the cables and all loading/rigging required to return the cables to the original delivery point will be the responsibility of the installing contractor.
3. Any medium voltage cables to be provided and installed by the electrical contractor.

**Clarifications:**

1. If a WCR rating other than that proposed is required because of a system coordination study (by others), a revised quotation will be provided.
2. In order to meet NEC requirements to monitor life safety start circuits, redundant start wiring to each ATS may be required. This should be reviewed by the Electrical Engineer of record and confirmed before installation.
3. All NETA testing is excluded.
4. All Third-Party testing and commissioning are excluded.
5. All Coordination Studies are excluded.
6. All programming, settings, and testing of relays and protective devices is excluded.
7. All Ground Fault testing is excluded.
8. All Arc Flash Studies are excluded.
9. All fuel is excluded.
10. All installation of equipment is by others.
11. Items marked as ships loose on the Bill of Material to be installed by others.
12. Assembly of enclosure (if applicable) is not included in this proposal (i.e. exterior lighting, exhaust elbow, hoods, vents, etc.).



13. If any disassembly and reassembly of the generator set or enclosure is required for rigging purposes, please contact Milton CAT for revised pricing.
14. All permits, registrations, inspections, etc. are excluded.
15. Milton Cat reserves the right to correct errors and omissions
16. Videotaping of training performed by Milton CAT Technicians is strictly prohibited.
17. Federal, State, and local code compliance is strictly the responsibility of the owner and/or **the owner's** representatives.
18. Title and risk of loss will pass to Buyer upon delivery of the equipment to project site or designated delivery address.
19. Buyer may not cancel a **purchase order or return equipment without Milton Cat's written consent. Any cancellation or return is subject to additional charges.**

This price is firm and valid for 30 days. Please see attached Terms and Conditions. Please note sales tax, if applicable, is not included in our price. We appreciate this opportunity to quote you on your equipment requirements and hope to be favored with your valued order.

We look forward to serving your future purchase and/or rental needs.

Sincerely,

Tom Gallo / Sales Representative / Cell: (603) 345-5038 / Email: tom\_gallo@miltoncat.com



**MILTON CAT POWER SYSTEMS STANDARD TERMS & CONDITIONS**

- A. Customer is responsible for all installation of the equipment supplied by **Milton Cat Power Systems**, unless otherwise specified in writing.
- B. All equipment needed to perform any loading or unloading of the equipment supplied by **Milton Cat Power Systems** is the responsibility of the buyer.
- C. All permits, fees and regulatory requirements are the responsibility of the buyer.
- D. **Milton Cat Power Systems** limits the scope of supply for this quotation to the equipment and services listed in our bill of material. Unless specifically listed in our bill of material, equipment not indicated is assumed to be supplied by others. We have detailed the equipment proposed in the bill of material. Please check it to be certain that it meets your requirements.
- E. **Milton Cat Power Systems** reserves the right to correct any errors or omissions.
- F. **Milton Cat Power Systems** offers no warranty as part of this agreement other than that which is passed on to the owner by the original equipment manufacturer.
- G. **Milton Cat Power Systems** assumes no liability of losses or delays arising from Acts of God, fires, weather conditions, labor controversies, delays in supplies, or other causes beyond the control of **Milton Cat Power Systems**.
- H. Any changes to the scope of work contained herein and/or additional terms and conditions added by the customer may void pricing and terms of this agreement. If such a situation arises, **Milton Cat Power Systems** may provide a revised agreement to reflect pricing and terms as changed or required by the customer.
- I. The Price of any equipment scheduled for shipment on a date beyond a period of twelve (12) months from date of purchase order is subject to increase by seller, unless otherwise agreed to in writing.
- J. Contracts which include penalty or liquidated damage clauses, waivers of subrogation, or naming a third party additionally insured are not acceptable or binding on **Milton Cat Power Systems**, unless accepted and confirmed in writing by an officer of **Milton Cat Power Systems**.
- K. **Successors and Assigns.** Customer shall not assign or transfer any of its obligations, responsibilities, rights or interests under this Agreement without the advance written consent of **Milton Cat Power Systems**. Any assignment or transfer by the customer in violation hereof shall be void and without force or effect.
- L. There will be a cancellation fee for any orders cancelled, once placed and accepted by **Milton Cat Power Systems**. Cancellation fees will be addressed and negotiated at time of cancellation.
- M. **Milton Cat Power Systems** will not be responsible for any labor or material charges by others associated with the start-up and installation of this equipment unless previously agreed upon, in writing by **Milton Cat Power Systems**.
- N. **Customer Acceptance:** This proposal is accepted at the price and per the terms indicated. (Please provide the entire proposal form to **Milton Cat Power Systems** with signature). **Milton Cat Power Systems** requires a purchase order to proceed with the order.
- O. **Force Majeure:** Neither Party shall be liable to the other Party, or be deemed to be in breach of the above-referenced Purchase Order/Contract, for any delay or failure to perform its obligations (other than payment obligations), if such delay or failure is due to any cause beyond the control of such Party, which includes but is not limited to acts of God, unavailability or shortages of materials or energy, fire, flood, unusually severe weather, epidemics, quarantine restrictions, war, terrorism, embargo, strikes, labor disputes, explosions, riots, laws, rules, regulations, restrictions, orders or acts of any governmental authority or any cause beyond the reasonable control of such Party or its suppliers. In the event that performance of this Purchase Order is hindered, delayed or adversely affected by causes of the type described above ("Force Majeure"), then the Party whose performance is so affected shall promptly notify the other Party's authorized representative in writing and this Purchase Order or Contract may be completed with such adjustments to delivery schedule as may reasonably be required by the existence of Force Majeure.
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\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

## Maine Legal References

### State Agencies:

Me. Stat. tit. 5, § 1825-A. Definitions

As used in this subchapter, unless the context otherwise indicates, the following terms have the following meanings.

3. Competitive bidding. “Competitive bidding” means the transmission of a written proposal or invitation to bid to at least 3 responsible suppliers that is to be replied to at a stated time. In obtaining competitive bids, if the State Purchasing Agent finds that 3 responsible bidders are not available, the State Purchasing Agent may make such exceptions to this subsection as are in the best interests of the State.

### Local Governments:

Me. Stat. tit. 30-a, § 2203 (2017). Joint exercise of powers

Any power or powers, privileges or authority exercised or capable of exercise by a party to an agreement under this chapter may be exercised and enjoyed jointly or cooperatively with any other party to the extent that federal laws, when applicable, permit the joint or cooperative exercise. When acting jointly or cooperatively with any party, any agency of State Government may exercise all of the powers, privileges and authority conferred by this chapter upon a public agency.

### About Sourcewell:

Sourcewell is a service cooperative created by the Minnesota legislature as a local unit of government. Minn. Const. art. XII, sec. 3. As a public corporation and agency, Sourcewell is governed by local elected municipal officials and school board members. Minn. Stat. § 123A.21 Subd. 4 (2017). Under its enabling statute, Sourcewell is explicitly authorized to provide cooperative purchasing services to eligible members. Id. at Subd. 7(23).

Sourcewell follows the competitive contracting law process to solicit, evaluate and award cooperative purchasing contracts for goods and services. Sourcewell cooperative purchasing contracts are made available through the joint exercise of powers law to member agencies. Minn. Stat. § 471.59 (2017). Membership in Sourcewell is available for all eligible state and local governments, education, higher education and nonprofit entities across North America. § 123A.21 at Subd. 3


### Disclaimer:

The information found on the Sourcewell website are provided for educational and informational purposes only. This information contained on the website, including any printed material derived from this website, is not legal advice and no attorney-client or other contractual relationship is formed by access to this information. Information here may be out of date, obsolete, or otherwise inaccurate. Please consult with a qualified attorney regarding any questions.

Information current as of: 2020-11-12

# Cooperative Purchasing Reference Guide

Your guide for sourcing success



Together,  
we are  
Sourcewell

## Cooperative purchasing

Cooperative purchasing is procurement conducted by, or on behalf of, one or more government units for use by other government units.



### Compliant

- Our process can be trusted to satisfy your bid requirements
- We are a government agency that works like you
- Achievement of Excellence in Procurement recipient



### Competitive

- Buying power of 50,000 participating agencies
- Contracts offer ceiling-based pricing and volume discounts



### Convenient

- More than 400 quality suppliers holding competitively awarded contracts
- Full suite of options for a complete solution
- Easy, no-cost participation for public agencies



## Register as a participating agency

Participation is free. Just complete the online or paper registration form. A legal agreement is available if needed. After registering, you will receive a Sourcewell account ID number electronically and a welcome packet by mail.

- Online at: [sourcewell-mn.gov](https://sourcewell-mn.gov)
- Through hard copy participation agreement (download from our website)
- Through “Joint Exercise of Powers” or “Interlocal” agreements

## Make a purchase

Browse our catalog of nationally awarded suppliers online. Contact the supplier directly and inform them of your interest in using the Sourcewell contract, OR use our expertise — contact our client relations team. We want to be your guide.

For more information, contact our client relations team:

877-585-9706

[service@sourcewell-mn.gov](mailto:service@sourcewell-mn.gov)

# Our process

Cooperative purchasing connects buyers and sellers for efficiency and savings.

Our user-friendly process—the consistency of our documents, forms, and evaluation criteria—is among our greatest assets.

We continuously refine our efforts to meet the changing needs of our clients. They value our North American competitive procurement process, which satisfies local procurement requirements.

Our clients add value to these steps by understanding their local procurement requirements and assessing their ability to legally access and utilize Sourcewell contracts.

## Competitive procurement process

### 1. Scope of solicitation

We determine the scope of each competitive solicitation by identifying the needs of our public agency clients. This is accomplished through daily interactions and guidance from our clients.

### 2. Authorization from Sourcewell Board of Directors

Before initiating a solicitation, we seek permission from the publicly elected Sourcewell Board of Directors.

### 3. Public notice and advertising

Upon approval from the board, we issue a public notice and advertisement. Refer to [sourcewell-mn.gov/process](http://sourcewell-mn.gov/process) for specific advertising locations.

### 4. Proposal receipt and opening

We accept web-based, digital submissions through the Sourcewell Procurement Portal. Responses through the portal are secure and inaccessible until after the published due date and time. We conduct a public-proposal opening time, date, and place as specified in the RFP. Prior to April 1, 2019, physical submissions were accepted with a time and date stamp upon receipt at our office in Staples, Minn.

### 5. Objective evaluation

At the proposal opening, we evaluate the responsiveness of each proposal received. The evaluation committee then presents its recommendations to the chief procurement officer (CPO) for final review and approval.

### 6. Official award

Upon approval by the CPO and ratification by the Sourcewell Board of Directors, we award the recommended supplier(s) a four-year contract with the potential for a one-year extension. The Procurement Department sends a Notice of Award or Non-Award to all respondents via email.

### 7. Posting and review of approved contract documents

Sourcewell maintains a complete procurement file, and contract documentation is posted on our website. We periodically review all awarded contracts for compliance and effectiveness. In addition, Sourcewell may review and approve price and product changes at the supplier's request.



Five-time recipient of the Achievement of Excellence in Procurement award.

# The Sourcewell advantage

Sourcewell is a self-sustaining government organization. We partner with government, education, and nonprofit entities to empower community success.

## You can confidently partner with Sourcewell because we:

### Value independence

- As a government agency authorized by the state of Minnesota, we can enter into contracts and operate as our own cooperative purchasing lead agency. (See enabling legislation on page 6)
  - We adhere to competitive solicitation requirements of the Uniform Municipal Contracting Law.
- We award most contracts corporately, but you purchase from local dealers and providers.
- Contract terms allow you to propose supplemental terms and conditions.

### Lead the way

- Choice of high-quality equipment/products/services—400 North American supplier contracts and more than 500 construction contracts.
- We eliminate low-bid, low-quality issues. You capture lifecycle-cost savings.
- Our contracts are tailored to you with solutions-based solicitations.
  - Basic to fully customized solutions available when you choose from a suite of options.

### Read the fine print

- Proven procurement process, refined over 40 years. (See prior page.)
- Contracts competitively solicited on your behalf and awarded by our CPO and elected board.
- The documentation you need is right at your fingertips—with a complete procurement file posted on our website [sourcewell-mn.gov](http://sourcewell-mn.gov).

### Make purchasing easy

- Browse our catalog of awarded suppliers online.
- Participating agencies can then contact the supplier directly and tell them you'd like to use the Sourcewell contract.
  - If not a participating agency, check out how easy it is to register on page 3.
- Tap into our expertise by contacting our client relations team: 877-585-9706 or [service@sourcewell-mn.gov](mailto:service@sourcewell-mn.gov).

# Frequently asked questions

**Q. Who is Sourcewell?**

A. Sourcewell is a local unit of government, a public corporation and agency under the Minnesota Constitution and its enabling law, Minnesota Statutes § 123A.21. Sourcewell employees are government employees.

**Q. What is Sourcewell's primary purpose?**

A. Sourcewell is a service cooperative created to provide programs and services to participating agencies in the government, education, and nonprofit sectors. Its statutory purpose is to assist these agencies in meeting specific needs which are more efficiently delivered cooperatively than by an entity individually. Minn. Stat. § 123A.21, subd. 2.

**Q. Is cooperative purchasing one of Sourcewell's authorized activities?**

A. Sourcewell is authorized to establish cooperative purchasing contracts on behalf of itself and participating agencies. Sourcewell follows the competitive contract law requirements under Minnesota Statutes § 471.345, to solicit, evaluate, and award these contracts.

**Q. How is Sourcewell governed?**

A. Sourcewell is governed by an eight-member Board of Directors made up of local elected officials including county commissioners, city council members, mayors, and school board members.

**Q. Who is eligible to participate, and how much does it cost?**

A. Participation is free and available to all government, education, and nonprofit entities.

**Q. How do we register?**

A. You can register to participate online at [sourcewell-mn.gov](http://sourcewell-mn.gov) or by submitting a paper agreement.

**Q. What specific statute gives my agency the authority to participate?**

A. Joint powers and cooperative purchasing laws authorize clients to access Sourcewell cooperative purchasing contracts. Sourcewell clients are responsible for ensuring compliance with state and local laws in their respective jurisdictions. A comprehensive list of state laws is included on the Sourcewell website on the "Compliance and Legal" page.

Sourcewell continuously monitors changing laws and regulations affecting cooperative purchasing. For questions about state-specific compliance or contract-use requirements, please contact [service@sourcewell-mn.gov](mailto:service@sourcewell-mn.gov).

**Q. Can my agency use Sourcewell contracts without issuing our own solicitation?**

A. Sourcewell contracts are competitively solicited on behalf of Sourcewell and our participating agencies. Individual agencies are free to determine whether the awarded contracts meet their needs.

# Frequently asked questions

**Q. Does Sourcewell's procurement process meet federal procurement standards, including the Office of Management and Budget Uniform Guidance (2 CFR Part 200)?**

A. Sourcewell's procurement process is continuously improved to ensure compliance with state and federal requirements affecting our clients' ability to use cooperative purchasing contracts. Standard federal terms and conditions are included in Sourcewell solicitations and contracts. For specific compliance questions, please contact [service@sourcewell-mn.gov](mailto:service@sourcewell-mn.gov).

**Q. How do I obtain copies of the legal documents associated with each contract?**

A. Contracts and solicitation documents are available under the "Contract Documentation" tab on each supplier's page on the Sourcewell website. Please follow the instructions under each supplier's "Pricing" tab to access pricing for specific contracts. Due to pricing complexity, some pricing is only available upon request. Procurement files are also available upon request.

**Q. As a Sourcewell participating agency, are we able to buy from other contracts?**

A. Sourcewell participation and contracts are nonexclusive with no obligation to purchase.

**Q. How is Sourcewell funded?**

A. Sourcewell is funded by administrative fees paid by suppliers. When Sourcewell awards a contract, that supplier realizes substantial efficiencies in the form of thousands of sales opportunities. Suppliers pay a percentage of those sales to Sourcewell to cover costs related to the procurement process and to offset general operating costs.

Material prepared and provided by Sourcewell is intended as informational and for reference purposes, but is not legal advice. We recognize your responsibility to ensure the Sourcewell procurement process complies with your local laws.



## Cooperative purchasing

Sourcewell creates cooperative contract purchasing solutions on behalf of participating public agencies. Cooperative contracts offer both time and money savings for users by consolidating the efforts of numerous individually prepared solicitations into one, cooperatively shared process—taking advantage of the volume pricing generated by 50,000 agencies across North America.

### Register and purchase

Visit [sourcewell-mn.gov/cooperative-purchasing](https://sourcewell-mn.gov/cooperative-purchasing) or turn to page 3 for more details.

### We want to be your guide.

Contact our client relations team:

877-585-9706

[service@sourcewell-mn.gov](mailto:service@sourcewell-mn.gov)



## FY 2024 CIP Request

Department:	Public Works
Project/Item Name:	Fleet Maintenance and Asset Management
Total Project Cost:	\$25,000
Project Funding Source:	Taxation
Annual Operating Costs:	\$10,000 subscription fee and annual updates
Annual Maintenance Costs:	
Estimated Life:	20 years
Departmental Priority:	High

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	X
Infrastructure		Equipment	
Other			

Description of Project: Public Works currently does not have an electronic fleet management system. Routine maintenance reminders are kept by hand, with no automated reminder notices available. We currently use a very cumbersome piece of software to track fleet work orders, as well as field work orders. It is cumbersome for several reasons, but one is example it that we cannot delete former employees or equipment that has been sold. Each time you sign in you must scroll through these lines to get to the items you want to work with. It looks like DPW has almost 50 employees rather than 8.

It will generate work orders, track work order costs and manage inventory, it will project anticipated remaining service life of each piece of equipment.

For field work, it will be integrated with GIS to keep updated asset condition information, like new drainage, or signs. For signs it can track location, condition, reflectivity and any repairs. Pavement management will be integrated so pavement repairs or cuts can be tracked. Plus, the remaining service life of a pavement treatment, expected need for next treatment and budget data will be available. We have no work order system, that tracks when a concern comes in, what the priority is or when it was completed, or what it costs to make the repair. This would be available for use on any desk top computer, laptop or mobile device.

Other Information:

IMPLEMENTATION SCHEDULE (Fiscal Years)						
As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	25,000					
Amount to be Added to Reserve per Year:	25,000					

## IWORQ SERVICE AGREEMENT

### For iWorQ applications and services

Town of Wells here after known as ("Customer"), enters into THIS SERVICE AGREEMENT ("Agreement") with iWorQ Systems Inc. ("iWorQ") with its principal place of business 1125 West 400 North, Suite 102, Logan, Utah 84321.

#### 1. SOFTWARE AS A SERVICE (SaaS) TERMS OF ACCESS:

iWorQ grants Customer a non-exclusive, non-transferable limited access to use iWorQ service(s), application(s) on iWorQ's authorized website for the fee(s) and terms listed in Appendix A. This agreement will govern all application(s) and service(s) listed in the Appendix A.

#### 2. CUSTOMER RESPONSIBILITY:

Customer acknowledges that they are receiving only a limited subscription to use the application(s), service(s), and related documentation, if any, and shall obtain no titles, ownership nor any rights in or to the application(s), service(s), and related documentation, all of which title and rights shall remain with iWorQ. Customer shall not permit any user to reproduce, copy, or reverse engineer any of the application(s), service(s) and related documentation.

iWorQ is not responsible for the content entered into iWorQ's database or uploaded as a document or image. Access to iWorQ cannot be used to record personal or confidential information such as driver license numbers, social security numbers, financial data, credit card information or upload any images or documents considered personal or confidential.

#### 3. TRAINING AND IMPLEMENTATION:

Customer agrees to provide the time, resources, and personnel to implement iWorQ's service(s) and application(s). iWorQ will assign a senior account manager and an account management team to implement service(s) and application(s). Typical implementation will take less than 60 days. iWorQ account managers will call twice per week, provide remote training once per week, and send weekly summary emails to the customer implementation team. iWorQ can provide project management and implementation documents upon request. iWorQ will do ONE import of the Customer's data. This import consists of importing data, sent by the Customer, in an electronic relational database format.

Customer must have clear ownership of all forms, letters, inspections, checklists, and data sent to iWorQ.

Data upload and storage is provided to every Customer. This includes uploading files up to 3MB and 10 GB of managed data storage on AWS GovCloud. Additional upload file sizes and managed data storage sizes can be provided based on the application(s) and service(s) listed in Appendix A.

#### 4. CUSTOMER DATA:

Customer data will be stored on AWS GovCloud. iWorQ will use commercially reasonable efforts to backup, store and manage Customer data. iWorQ does backups twice per week and offsite backups twice per week. The subscription will renew each year on the anniversary date of this Agreement unless terminated (see 7. TERMINATION).

Customer can run reports and export data from iWorQ application(s) at any time.

Customer can pay iWorQ for additional data management service(s), onsite backups, application(s) and other service(s).

Data upload and storage is provided to every Customer. This includes uploading files up to 3MB and 10 GB of managed data storage on AWS GovCloud. Additional upload file sizes and managed data storage sizes can be provided based on the application(s) and service(s) listed in Appendix A.

#### 5. CUSTOMER SUPPORT:

Customer support and training are FREE and available Monday-Friday, from 6:00 A.M. to 5:00 P.M. MST, for any authorized user with a login. iWorQ provides unlimited remote Customer training (through webinars), phone support, help files, and documentation. Basic support request is typically handled the same day. iWorQ provides "Service NOT Software".

#### 6. BILLING:

iWorQ will invoice Customer on an annual basis. iWorQ will send invoice by mail and by email to the address(s) listed in Appendix A. Terms of the invoice are net 30 days. Any billing changes will require that a new Service(s) Agreement be signed by Customer.

Any additional costs imposed by the Customer including business licenses, fees, or taxes will be added to the Customer's invoice yearly. Support and services fees may increase in subsequent years, but will increase no more than 5% per year.

#### 7. TERMINATION:

Either party may terminate this agreement, after the initial 3-YEAR TERM, without cause if the terminating party gives the other party sixty (60) days written notice. Should Customer

terminate any application(s) and or service(s) the remaining balance will immediately become due. Should Customer terminate any part of the application(s) and or service(s) a new Service(s) Agreement will need to be signed.

Upon termination (7. TERMINATION), iWorQ will discontinue all application(s) and or service(s) under this Agreement; iWorQ will provide customer with an electronic copy of all of Customer's data, if requested by the Customer (within 3-5 business days).

During the term of the Agreement, the Customer may request a copy of all of Customer's data for a cost of no more than \$2,500; and all provisions of this Agreement will continue.

**8. ACCEPTABLE USE:**

Customer represents and warrants that the application(s) and service(s) will only be used for lawful purposes, in a manner allowed by law, and in accordance with reasonable operating rules, and policies, terms and procedures. iWorQ may restrict access to users upon misuse of application(s) and service(s).

**9. MISCELLANEOUS PROVISIONS:**

This Agreement will be governed by and construed in accordance with the laws of the State of Utah.

**10. CUSTOMER IMPLEMENTATION INFORMATION:**

Primary Implementation Contact \_\_\_\_\_ Title \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

Secondary Implementation Contact \_\_\_\_\_ Title \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

Portal Setup Contact (if applicable) \_\_\_\_\_ Title \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_ Signature \_\_\_\_\_

(This person is responsible for placing the iWorQ Portal Link being placed on the agency's website within 90 days of the agreement signature. The iWorQ Portal Link will remain on agencies website for the entire Term of the agreement. If the iWorQ Portal Link is not placed on the city website within 90 days, the Agency agrees to pay an additional \$1,000 dollars towards setup costs (this is to cover iWorQ's time).

**11. CUSTOMER BILLING INFORMATION:**

Billing Contact \_\_\_\_\_ Title \_\_\_\_\_

Billing Address: \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

PO# \_\_\_\_\_ (if required) Tax Exempt ID # \_\_\_\_\_

**12. ACCEPTANCE:**

The effective date of this Agreement is listed below. Authorized representative of Customer and iWorQ have read the Agreement and agree and accept all the terms.

Signature \_\_\_\_\_

Effective Date: \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Office Number \_\_\_\_\_

Cell Number \_\_\_\_\_

# iWorQ Service(s) Agreement

## APPENDIX A

## iWorQ Price Proposal

Town of Wells	Population- 11,550
208 Sanford Road, Wells, ME 04090	Prepared by: Ryan Bundy

### Annual Subscription Fees

<u>Application(s) and Service(s)</u>	<u>Package Price</u>	<u>Billing</u>
<p><b>Public Works Package (Basic)</b></p> <p>Package includes:</p> <ul style="list-style-type: none"> <li>*Work Management</li> <li>*Sign Management</li> <li>*Pavement Management</li> </ul> <ul style="list-style-type: none"> <li>- Track and manage work by location using OpenStreetMap</li> <li>- Work order scheduling and templates</li> <li>- Track labor, inventory, parts, and material</li> <li>- Track work completed and maintenance history</li> <li>- Track sign location, MUTCD, condition, reflectivity, work orders etc.</li> <li>- Remaining service life (RSL), next treatment, 5-year budget etc.</li> <li>- Road layer on OpenStreetMap with color by lookup</li> <li>- Sign layer displayed on OpenStreetMap</li> </ul> <ul style="list-style-type: none"> <li>* Available on any computer, tablet, or mobile device using Chrome browser</li> <li>* OpenStreetMap - Ability to track point and line layers</li> <li>* Quarterly GIS Updates</li> <li>* Configurable dashboard, fields, and reports</li> <li>* Premium Data Package - 25MB File Upload Size &amp; 100GB Total Storage</li> </ul>	\$7,000	Annual
<p><b>Fleet Management</b></p> <p>Includes:</p> <ul style="list-style-type: none"> <li>*Fleet Management</li> <li>*Work Management</li> <li>*Internal Fleet Request</li> </ul> <ul style="list-style-type: none"> <li>-Available on any computer, tablet, or mobile device using Chrome Browser</li> <li>-Manually track fuel log or fuel imports (requires CSV or TXT file for</li> </ul>	\$3,000	Annual

import) -Work orders for employee cost, inventory, and purchase orders -Maintenance schedules, work order scheduling, and templates -Inventory management -Configurable dashboard, fields, and reports  Fleet Requests -Allows Mechanics/Employees the ability to submit vehicle maintenance requests through the Online Portal -Webform/Link for Mechanics/Employees -Allows Mechanics/Employees the ability to search for previous maintenance requests -Ability to create work orders from vehicle maintenance requests -Configurable dashboard, fields, and reports -Includes Premium Data (25MB Uploads, 100GB Total Storage)		
Subscription Fee Total (This amount will be invoiced each year)	\$10,000	Annual

## One-Time Setup, GIS integration, and Data Conversion Fees

Service(s)	Full Price Cost	Package Price	Billing
Implementation and Setup cost year 1	\$6,600	\$6,600	Year One
Up to 5 hours of GIS integration and data conversion	<del>\$1,000</del>	Included	Year One
Data Conversion	<del>\$4,900</del>	Included	Year One
One-Time Setup Total (This amount will be added year 1)	<del>\$12,500</del>	\$6,600	Year One
Grand Total Due Year 1	<del>\$22,500</del>	\$16,600	Year One

## NOTES AND SERVICE DESCRIPTION

- I. Invoice for the (Annual Subscription Fee Total + One-Time Total) will be sent out 2 weeks after signature and Effective Date
- II. This subscription Fee and Agreement have been provided at the Customer's request and is valid for 25 days
- III. This cost proposal cannot be disclosed or used to compete with other companies.



## FY 2024 CIP Request

Department:	Public Works
Project/Item Name:	Fuel System Upgrade
Total Project Cost:	Estimated \$50,000 with no pump or security changes
Project Funding Source:	Taxation
Annual Operating Costs:	\$3,000 for subscription and annual updates
Annual Maintenance Costs:	Electricity
Estimated Life:	10-15 years
Departmental Priority:	High for DPW and all town departments

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	X
Infrastructure		Equipment	
Other			

Description of Project: The town's fueling system is housed at the DPW. The current software that manages gas and diesel, including tracking each department's usage is housed on a server that is obsolete. The town's IT consultant has said that if that server crashes, and it will soon, they cannot replace the software because it is obsolete and is no longer supported. In addition, fuel keys are used to turn on the pumps, and these keys are tied to a specific vehicle. The last time we purchased key blanks (September 2022) the vendor said that they no longer manufacture them so when their inventory is gone there will no longer be blanks available.

This estimate is for replacement software but does not include any modification to the pumps. It is unknown if physical changes will need to be made. Also not included are any security upgrades at the pumps.

Project Justification and Implementation Strategy: It is critical that the fueling system be up and functional for the entire town fleet. It is important that a system be able to track miles/gallon because that is an indicator to the mechanics that a vehicle should be serviced, which would tie into a fleet management system. For proper cost accounting, we need to know what individual departments are using for fuel. This system conversion is needed immediately.



Other Information:



IMPLMENTATION SCHEDULE (Fiscal Years)

As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	50,000					
Amount to be Added to Reserve per Year:	50,000					



## FY 2024 CIP Request

Department:	Public Works
Project/Item Name:	Paving
Total Project Cost:	\$1.4 million
Project Funding Source:	Taxation
Annual Operating Costs:	0
Annual Maintenance Costs:	Minor repairs after year 7
Estimated Life:	8-10 years if proper treatment is used
Departmental Priority:	1

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	
Infrastructure	X	Equipment	
Other			

Description of Project/Item: The existing pavement management plan states that to hold the pavement condition index (PCI) constant, about \$800,000/year is needed. That plan was put together in 2019, using 2019 pricing. Asphalt has been steadily increasing in price since then, with the past year's price increases at an historical high. The town has seen the investment in paving improve the pavement conditions townwide. But, we have also seen grow in traffic, including truck traffic increase exponentially. The current traffic volumes were not anticipated in the pavement model used in the pavement management plan.

Project Justification and Implementation Strategy: This request should keep the pavement conditions improving, but slower than in the past few years due to the increased costs for pavement.

Other Information: Pictured below is the recent gravel pile that was produced from the crushing project. The crushing cost \$120,000 and yielded material that has a value of approximately \$240,000.



## IMPLEMENTATION SCHEDULE (Fiscal Years)

As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	\$1.4 MIL					
Amount to be Added to Reserve per Year:	\$1.4 MIL					



## FY 2024 CIP Request

Department:	Public Works
Project/Item Name:	Infrastructure
Total Project Cost:	\$300,000
Project Funding Source:	Taxation
Annual Operating Costs:	
Annual Maintenance Costs:	
Estimated Life:	20 years
Departmental Priority:	Major

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	
Infrastructure	X	Equipment	
Other			

Description of Project/Item: Drainage in several locations needs to be reconstructed, or constructed, to take care of current storm water volumes. Solutions like improved ditches, catch basins with new outfalls, underdrains, or other spot improvements are needed to handle the town's storm water runoff.

Project Justification and Implementation Strategy: The town's storm water (drainage) system has generally evolved over time as the town added roads and property owners developed their property including hardscapes. Routine maintenance such as cleaning out ditches and pipes has been performed as problems have been identified. Over the last decade, water ponding in the roads was often dealt with by building dry wells, or French drains. Those dry wells and French drains are no longer working because of the fine soils that have filled in voids so water no longer can infiltrate the surrounding soil. Many of the ditches along the town's roads need to be reconstructed to gain capacity. The condition of the culverts and catch basins is not known and it is expected that there will be a steady, likely increasing, need to replace culverts and catch basins.

This is an example of the type of drainage issues that are coming up unexpectedly around town. A dry well was installed here years ago and even after we had it cleaned out last summer, the voids are so full of dirt that it no longer catches and slowly drain the water. It just fills up with water, then the roads floods. It needs to be upgraded to a closed drainage system with an appropriate outfall that is designed to handle anticipated runoff. See picture below.



Other Information: There is a line item in the operating budget for culverts, but nothing to cover a complete, spot drainage improvement project.

### IMPLMENTATION SCHEDULE (Fiscal Years)

As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	300,000	300,000	300,000	300,000	300,000	300,000
Amount to be Added to Reserve per Year:	300,000	300,000	300,000	300,000	300,000	300,000

## MAJOR INFRASTRUCTURE BONDED PROJECTS

- Pine Ledge Road-design complete. Need to secure a drainage easement in exchanged for some town owned property, then DEP will issue the permit. Advertise for bids/winter 2023
- Newhall Bridge-preliminary plans have been submitted and approved. In final design, advertise for bids late February, early March. [Applied for a Stream Crossing Grant from DEP, no decision yet.](#)
- Bragdon Road-culvert and Charles River Bridge. Preliminary plans have been submitted to the Town and are approved. In final design, advertise for bids March 2023, together for economy of scale. [Culvert has a \\$125,000 DEP Stream Crossing Grant.](#)
- Drakes Island Bridge-informational meeting held. Reached agreement on sea level rise/storm surge parameters with stakeholders. Hydraulic study nearly complete for town's review. Meetings with permitting agencies have started. Anticipated schedule, advertisement for bids late 2024. [December storm damage/some repairs FEMA eligible. This project is not fully funded.](#)
- Coles Hill Road Bridge-emergency slope repairs completed. Soil borings done week of 1/9/22. Concept design for structure will begin. Permits are being worked on. [Applied for a Stream Crossing Grant from DEP, no decision yet.](#)
- Webhannet Seawalls, north and south-working with FEMA for past storm damage, eligibility has been established, trying for mitigation. The northern seawall's design will be done in parallel with the southern so they can be advertised for bids together. Estimated schedule for advertisement, fall 2023 (but permitting is going slowly). [Project will likely expand to include a new seawall for the piece of Webhannet Drive that was destroyed in the Christmas storm, if FEMA eligible.](#)
- Casino Square-consultant has set up a monitoring program to keep track of movement in the wall. This winter soil borings will be done. [Scour was noted after the Christmas storm which will be evaluated to see if this will require the project schedule to be accelerated, or the scope changed.](#)
- Swamp John Road is Complete.

Infrastructure Planning

Project Name	Gendron Drainage Improvement	Dike Street Pavement and Drainage	Guardrail Repairs	Pineledge/Robinson Road Drainage	FEMA - Halloween Storm
Anticipated Project Cost	\$ 60,000.00	\$ 50,000.00	\$ 80,000.00	\$ 1,125,000.00	\$ 1,500,000.00
Funding Sources					
Reserve Funds	Infrastructure	Infrastructure			
Fund Number	0708	0708			
Amount	\$ 60,000.00	\$ 50,000.00			
Bond - Public Safety					
Bond - FY 2020				\$ 1,125,000.00	
Bond - FY 2023					
Grant Funding					
FEMA Funding					\$ 1,440,000.00
ARAP Funding			\$ 80,000.00		\$ 60,000.00
Variance: Project Cost to Funding	\$ -	\$ -	\$ -	\$ -	\$ -
Estimated Start FY Year	2022	2022	2022	2022	
Estimated Completion FY Year	2023	2023	2023	2023	
Estimated Service Life					
Priority Rating					

ARAP Funding received	\$ 1,128,103.63
Less Assigned Projects	\$ (1,128,103.63)
Remaining Balance	\$ -

Infrastructure Planning

Project Name	East Pier & Related Improvements	Route 1 Over Bragdon Brook	Webhannet North Seawall	Webhannet South Seawall	Casino Square Seawall
Anticipated Project Cost	\$ 50,000.00	\$ 285,000.00	\$ 595,000.00	\$ 2,500,000.00	\$ 1,190,000.00
Funding Sources					
Reserve Funds					
Fund Number					
Amount					
Bond - Public Safety					
Bond - FY 2020			\$ 261,896.37	\$ 1,840,000.00	
Bond - FY 2023					
Grant Funding					
FEMA Funding				\$ 660,000.00	
ARAP Funding	\$ 50,000.00	\$ 285,000.00	\$ 333,103.63		
Variance: Project Cost to Funding	\$ -	\$ -	\$ -	\$ -	\$ 1,190,000.00
Estimated Start FY Year				2023	
Estimated Completion FY Year					
Estimated Service Life			30 Years	30 Years	75 Years
Priority Rating					

Infrastructure Planning

Project Name	Drakes Island Bridge	Charles West Bridge	Bragdon Road Culvert	Newhall Road Short Span Bridge	Coles Hill Road Bridge	Coles Hill Emergency Repair
Anticipated Project Cost	\$ 3,000,000.00	\$ 178,000.00	\$ 595,000.00	\$ 595,000.00	\$ 595,000.00	\$ 100,000.00
Funding Sources						
Reserve Funds	Infrastructure					
Fund Number	0708					
Amount	\$ 888,371.00					
Bond - Public Safety						
Bond - FY 2020	\$ 486,588.63					
Bond - FY 2023	\$ 412,000.00	\$ 178,000.00	\$ 470,000.00	\$ 595,000.00	\$ 595,000.00	
Grant Funding						
FEMA Funding			\$ 125,000.00			
ARAP Funding						\$ 100,000.00
Variance: Project Cost to Funding	\$ 1,213,040.37	\$ -	\$ -	\$ -	\$ -	
Estimated Start FY Year		2023	2023	2023	2023	
Estimated Completion FY Year						
Estimated Service Life	75 Years	50 Years	75 Years	75 Years	75 Years	
Priority Rating						

Infrastructure Planning

Project Name	Public Safety Additional Parking Lot	Station 2 Sprinkler System	Recreation - New Water Supply	Totals
Anticipated Project Cost	\$ 140,000.00	\$ 320,000.00	\$ 60,000.00	\$ 13,018,000.00
Funding Sources				
Reserve Funds	Public Safety Bond	Fire Substation Sprinkler		
Fund Number	0840	0844		
Amount		\$ 190,000.00		\$ 1,188,371.00
Bond - Public Safety	\$ 110,000.00			\$ 110,000.00
Bond - FY 2020				\$ 3,713,485.00
Bond - FY 2023				\$ 2,250,000.00
Grant Funding				\$ -
FEMA Funding				\$ 2,225,000.00
ARAP Funding	\$ 30,000.00	\$ 130,000.00	\$ 60,000.00	\$ 1,128,103.63
Variance: Project Cost to Funding	\$ -	\$ -	\$ -	\$ 2,403,040.37
Estimated Start FY Year				
Estimated Completion FY Year				
Estimated Service Life				
Priority Rating				



## Memo

To: Board of Selectmen  
From: Jodie Sanborn  
CC: Bill Giroux  
Date: July 26, 2022  
Re: Allocation of ARPA Funds for Infrastructure Needs

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At the March 1, 2022, Selectboard Meeting the Board discussed using ARPA funds for Town Infrastructure Needs however, a prioritized list of projects was not developed. The Town has received \$1,128,103.63 of ARPA Funding that will need to be obligated by December 31, 2024, and fully spent by December 31, 2026. Select members of Senior Staff met with Interim Town Manager Giroux to develop the following list.

- Guardrail Repairs throughout Town: Estimated project cost is \$80,000 and is suggested to come from APRA Funding.
- FEMA – Halloween Storm Town Grant Match: This FEMA grant consists of repairing the slopes and guardrails on Mile Road, repairing the Eastern Shore armoring and repairs to the Jetty Parking Lot. The total project costs are estimated to be \$1,500,000. The Town match needed is \$60,000 and is suggested to come from ARPA Funding.
- East Pier & Related Improvements: The Eastern shore pier needs the stringers and planking replaced. Although the pilings are fine, the long ramp to access the floats is bolted through the stringers which are very tender. Last year it was discovered that the stringers were punky and way too easy to drill through when the Harbor Master built a gantry to facilitate removal of the long aluminum ramp and attached it to the stringers. The Harbor Master attached backing to help support the attachment points but that is just a short time band-aid. The Harbor Master feels that this is a safety issue and a liability to the Town if not addressed soon. The total project costs are estimated to be \$50,000 and is suggested to come from ARPA Funding.
- Route 1 Over Bragdon Brook Repair: In April 2022 a sinkhole was reported at the Route 1 crossing of Bragdon Brook. The estimated project cost is \$285,000 and is suggested to come from ARPA Funding.



- **Webhannet North Seawall:** In January 2022 Dubois & King visited the site. Total estimated project cost for repairs is \$595,000. It is suggested that \$1,211,896.37 come from the 2020 Infrastructure Bond and the remaining \$383,103.63 from ARPA Funding.
- **Coles Hill Emergency Repairs:** It was recently discovered in April that there is slope deterioration that is primarily due to the erosion caused by the constriction and shift of the Merriland River at the northwest corner of the structure. If the erosion is not immediately addressed and abated, it is recommended that the roadway be reduced to a single lane on the downstream side of the culvert until repairs are completed. The total estimated project cost for repairs is \$100,000 and is suggested to come from ARPA Funding.
- **Public Safety Additional Parking Lot:** As part of the site plan approval for the Public Safety Facility an additional parking lot was to be constructed. The estimated project cost is \$140,000. It is suggested that \$110,000 come from the remaining Public Safety Facility Bond and \$30,000 from ARPA Funding.
- **Station 2 Sprinkler System:** When Station 2 was constructed the sprinkler system was not funded. The estimated project cost is \$320,000. It is suggested that \$190,000 come from the Fire Substation Sprinkler Reserve Fund and \$130,000 from APRA Funding.
- **Recreation – New Water Supply:** The water supply at the Walter Marsh Recreation Facility needs to be fixed. The water supply is not adequate and the well runs dry often. The department is currently utilizing portable toilets to help reduce the amount of water at the park. The estimated project cost is \$60,000 and is suggested to come from APRA Funding.

Infrastructure Projects	ARPA Funding Allocation
Guardrail Repairs Throughout Town	\$80,000
FEMA – Halloween Storm Town Grant Match	\$60,000
East Pier & Related Improvements	\$50,000
Route 1 Over Bragdon Brook Repair	\$285,000
Webhannet North Seawall Repair	\$333,103.63
Coles Hill Emergency Repairs	\$100,000
Public Safety Additional Parking Lot	\$30,000
Station 2 Sprinkler System	\$130,000
Recreation – New Water Supply	\$60,000
<b>Total Infrastructure Project Costs</b>	<b>\$1,128,103.63</b>

# ARPA Funding

ARPA Approved Projects	Approved Funding	Expenditures	Remaining Funding
Guardrails	\$ 80,000.00	\$ -	\$ 80,000.00
FEMA - Halloween Storm Town Grant Match	\$ 60,000.00	\$ -	\$ 60,000.00
East Pier & Related Improvements	\$ 50,000.00	\$ -	\$ 50,000.00
Route 1 Over Bragdon Brook	\$ 285,000.00	\$ 9,784.59	\$ 275,215.41
Webhannet North Seawall	\$ 333,103.63	\$ -	\$ 333,103.63
Coles Hill Bridge Emergency Repair	\$ 100,000.00	\$ 55,140.25	\$ 44,859.75
Public Safety Additional Parking Lot	\$ 30,000.00	\$ -	\$ 30,000.00
Station 2 Sprinkler System	\$ 130,000.00	\$ -	\$ 130,000.00
Recreation - New Water Supply	\$ 60,000.00	\$ -	\$ 60,000.00
	\$ 1,128,103.63	\$ 64,924.84	\$ 1,063,178.79

Updated 1.13.23



## FY 2024 CIP Request

Department:	Public Works
Project/Item Name:	Equipment per Updated Plan
Total Project Cost:	\$500,000
Project Funding Source:	Taxation
Annual Operating Costs:	Fuel/tires/oils etc.
Annual Maintenance Costs:	Will increase as equipment ages
Estimated Life:	10-15 years depending on the type of equipment and its usage
Departmental Priority:	2

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	
Infrastructure		Equipment	X
Other			

Description of Project/Item: The 6-year equipment plan schedules replacing a 2017 Chevy pickup with a 2-ton pickup with plow and sander; replacing the 10-wheel 2015 Western Star with a 6 wheel International with plow/wing/safety lights/sander. Purchasing a NEW roadside mower, this would be an addition to the fleet. We cannot complete seasonal roadside mowing with the 1 mower we currently have.

Project Justification and Implementation Strategy This proposed CIP project is the continued implementation of the DPW's 6-year equipment plan. The addition to the plan of a roadside mower reflects the reality that the one new mower purchased 2 years ago did not give us the capacity to get the necessary roadside mowing done in a season.

Other Information: The equipment plan has resulted in DPW having a reliable fleet. We are now looking at additional needs that help improve efficiency or meet current service needs, while staying level funded.



Truck 8 Replacement with 2-Ton Pickup, plow and sander



Truck 13 Replacement with Plow, wing, safety lights and sander





## Roadside Mower

Stock photos of what department wishes to purchase.





IMPLMENTATION SCHEDULE (Fiscal Years)						
As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	\$500,000	\$420,000	\$450,000	\$400,000	\$400,000	\$310,000
Amount to be Added to Reserve per Year:	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000

## PUBLIC WORKS FLEET REPORT

Unit #	Name	Type of Vehicle	Year Added to Fleet	Mileage	Condition	Reason for Replacement	Projected Life When New	Projected Replacement Year
1	2020 Internatioal Workstar	6 wheel plow truck, wing, sander	Spring 2020	6,032	Good		7-9 years	FY '26 to protect trade in value
2	2021 Internatioal HV507	6 wheel plow truck, wing, sander	Spring 2021	4,191	New		7-9 years	FY '27 to protect trade in value
3	2021 Internatioal HV507	6 wheel plow truck, wing, sander	Spring 2021	3,622	New		7-9 years	FY '27 to protect trade in value
4	2008 Freightliner M2	6 wheel plow truck, wing, sander		62,048	New-being built	Projected replacement spring 2023	7-9 years	FY'28 projected
5	2008 Freightliner M2	6 wheel plow truck, wing, sander		48,591	New-being built	Projected replacement spring 2023	7-9 years	FY'28 projected
6	2009 Ford F550	1 ton used only to plow DPW yard	2009	105,500	Poor	None, will be sold at auction when no longer of use	8-10 years	Will not be replaced
7	2011 International Workstar	6 wheel plow truck, wing, sander	2011	56,058	On Order	See note below	7-9 years	FY'23
8	2017 Chevy 3500	1 ton with plow	2017	65,780	Fair	Replace FY '24	7-9 years	FY'24
9	2019 Ford F350	Crew cab service body	Spring 2019	48,441	Good	Replace FY'26 pending annual evaluation	7-9 years	FY'26 projected
10	2013 Intenational Workstar	6 wheel plow truck, wing, sander	2013	49,415	On Order	See note below	7-9 years	FY'23
11	2013 GMC 3500	1 ton plow	2013	120,204	Waiting on 2023 pricing	Dump bed rusting through , engine and transmission issues	7-9 years	FY'23
13	2015 Western Star	10 wheel dump truck,plow, wing, sander	2015	24,078	Fair	Limited number of employees licensed to drive this truck. Front discharge dump body causing corrosion see note below	10-12 years	FY'24
14	2020 F250	Extended cab pickup, with plow	Spring 2020	19,644	New		10-12 years	FY'30
15	2020 F350	Service body truck	Spring 2020	26,424	New		10-12 years	FY'30
16	2021 F550	1 Ton dump, plow, wing and sander	Spring 2021	13,060	New		7-9 years	FY'30
17	2021 F450	1 Ton dump, plow, wing and sander	Spring2021	16,498	New		7-9 years	FY'30
Loader	2019 John Deere Loader	Front end loader with forks	2019	471 Hr	Good		15-18 years	FY'30
Mower	2018 Multihog	Roadside mower	2018	1042 Hr	Good		6-8 years	FY'24
Backhoe	2019 JD 310SL Backhoe	Backhoe with forks	2019	737 Hr	Good		12-15 years	FY'34
Excavator	2021 Hitachi Zaxis 75 US-5	Excavator	2021	93 Hours	New		8-10 years	FY'31
Chipper	2021 Mobak Eager Bever	Chipper		73Hours	New		10-15 years	FY'31
Sweeper	2001 Tennnant 820 II	Sweeper	2001	27,460	Poor	Designed to be a warehouse sweeper, level, flat surface	12-15 years	FY'25
Mower	2019 Walker Mower	Walker zero turn mower	2019	335 Hours	Good		6 years	FY'25
Mower	2009 Walker Mower	Walker zero turn mower	2009	11,344 Hr	Fair	Beach sand in grass areas has worn out mowing components	6 years	FY'24
Loader	1995 JD 624G	Loader	1995	15,524Hr	Poor	Used to load salt, and for work in salt water areas		
Skid Steer	2012 Bob Cat S185	Skid steer, loader with snowblower	2012	1121 Hr	Good-Fair	tired, not track for use on Public Way maintenance.	8-10 years	FY'26 projected

## PUBLIC WORKS FLEET REPORT

Unit #	Name	Type of Vehicle	Year Added to Fleet	Mileage	Condition	Reason for Replacement	Projected Life When New	Projected Replacement Year
Loader	2014 cat loader 906	Front end loader	2014	2753 Hr	Poor			
Backhoe	2002 JD 310SG	Backhoe	2002	9887 Hr	Poor			
BACKHOE	Approved to buy used one	Have not been able to find one for \$'s available						
					Color Coding:			
					Replace FY 2024			
					Transfer station equipment			
					FY 2023 budget			
NOTE	TRUCK 7 and 10					sander dump bodies. This type of sander results in salt filling the frame rails and components-. Rotting the electrical, the air valves and the truck frame. Salt cannot be washed out without stripping frame and		

Fiscal Year	Item	Type of Item	Estimated Cost	CIP	Operations
FY 2023	Truck 7 International 4700	Plow, wing, safety lights, sander	\$190,000	X	
	Truck 10 Intern. 4700	Plow, wing, safety lights, sander	\$190,000	X	
	Truck 11 2013 GMC	1-Ton with plow and sander	\$100,000	X	
	2002 JD 310 SG	Backhoe, used	\$35,000	X	
	Sander	Sander for 450	\$6,000		X
			\$521,000		
FY2024	Truck 8 2017 Chevy	2 Ton pickup with plow and sander	\$120,000	X	
	Truck 13 Western Star	Plow, wing, safety lights, sander	\$240,000	X	
	Tractor and mower	Roadside mower	\$140,000	X	
			\$500,000		
FY2025	Vacuum/Sweeper Truck	road sweeper/catch basin cleaner	\$400,000	X	
	Walker Mower		\$20,000	X	
			\$420,000		
FY 2026	2012 Bobcat	Tracked skid steer	\$250,000	X	
	Hot Box		\$200,000	X	
			\$450,000		
FY 2027	Self propelled aerial lift	Self propelled aerial lift	\$250,000	X	
	Truck 9 2019 Ford F350	Crew cab service body truck	\$150,000	X	
			\$400,000		
FY 2028	Replace Truck 1	6 Wheel International	\$250,000		
	Replace F-550	Similar pickup	\$150,000		
			\$400,000		
FY 2029	Replace Truck 2	6 Wheel International	\$160,000		
	Replace F-450	Similar pickup	\$150,000		
			\$310,000		

current need is a 2 ton replacement with plow/sander

a roadside mower but not a flail mower  
delay replacing Walker mower ro 2025

Walker mower replacement

add a hot box

not a bucket truck a self propelled aerial lift



## FY 2024 CIP Request

Department:	Public Works
Project/Item Name:	Facility Study
Total Project Cost:	\$33,000
Project Funding Source:	Taxation
Annual Operating Costs:	0
Annual Maintenance Costs:	Same as current
Estimated Life:	20 years
Departmental Priority:	3

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	
Infrastructure		Equipment	
Other	X		

Description of Project/Item: The existing Public Works garage was designed and sized for only the space needed in 2012. The garage does not allow any additional bays to be added because the septic system is on one side of the building and the other side has the pump that feeds to the septic system. All existing bays are full, plus the “old” garage and the round building are also full of equipment. We are currently storing the summer landscape trailer, mowers and summer tools at the old High Pine Fire Station to have room for winter operations.

In addition, when the building was built, a new generator was not included. The generator that DPW currently uses was a portable one that the fire department gave to DPW. It is not properly sized, and only minimal emergency power is supplied. In recent power outages, it has not been reliable, shutting down unexpectedly. This is the power supply for the fueling pumps that service the whole town fleet.

The round building is not heated, and the old garage has minimal heat from a waste oil furnace. There is no area large enough to bring the entire staff together for things like safety training or a departmental staff meeting. We have upgraded the equipment over the past few budgets, and we have stepped up our maintenance of the equipment. To get the longest possible life out of the equipment it is important that it be undercover.

Project Justification and Implementation Strategy: This request is the 2<sup>nd</sup> year of a 3-year plan to set funding aside to support a DPW facilities long range plan.

# Town of Wells



## Other Information:

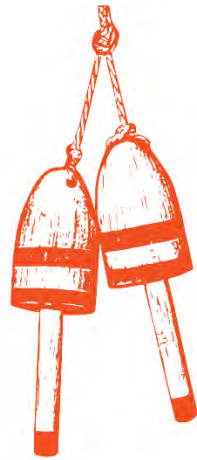




## IMPLEMENTATION SCHEDULE (Fiscal Years)

As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:		33,000				
Amount to be Added to Reserve per Year:	11,000	11,000				

# Section Six



# Library and Recreation

BUDGET LINE ITEM DETAIL										
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>LIBRARY</b>										
COMMUNITY ROOM RENTAL INCOME	\$ 300	\$ -	\$ 100	\$ 300	\$ -	\$ 300	\$ 300	\$ -	0.0%	
MEETINGROOM RENTAL INCOME	\$ 100	\$ -	\$ 225	\$ 150	\$ 675	\$ 700	\$ 700	\$ 550	366.7%	
FEES AND FINES	\$ 8,160	\$ 3,673	\$ 7,856	\$ 5,500	\$ 3,394	\$ 6,000	\$ 6,000	\$ 500	9.1%	
<b>SUBTOTAL REVENUES</b>	<b>\$ 8,560</b>	<b>\$ 3,673</b>	<b>\$ 8,181</b>	<b>\$ 5,950</b>	<b>\$ 4,069</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>	<b>\$ 1,050</b>	<b>17.6%</b>	
REGULAR	\$ 182,653	\$ 186,226	\$ 220,504	\$ 234,687	\$ 119,041	\$ 237,907	\$ 237,907	\$ 3,220	1.4%	
PART-TIME	\$ 150,915	\$ 148,523	\$ 154,007	\$ 147,279	\$ 71,587	\$ 150,292	\$ 150,292	\$ 3,013	2.0%	
FICA	\$ 22,939	\$ 23,664	\$ 27,167	\$ 27,378	\$ 13,759	\$ 27,530	\$ 27,530	\$ 152	0.6%	
MSRS + ICMA	\$ 18,059	\$ 18,832	\$ 23,401	\$ 24,961	\$ 12,327	\$ 26,350	\$ 26,350	\$ 1,389	5.6%	
HEALTH INSURANCE	\$ 72,966	\$ 70,748	\$ 73,875	\$ 65,607	\$ 49,519	\$ 95,885	\$ 95,885	\$ 30,278	46.2%	
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 447,532</b>	<b>\$ 447,993</b>	<b>\$ 498,954</b>	<b>\$ 499,912</b>	<b>\$ 266,234</b>	<b>\$ 537,964</b>	<b>\$ 537,964</b>	<b>\$ 38,052</b>	<b>7.6%</b>	
POSTAGE	\$ 329	\$ 310	\$ 511	\$ 400	\$ 301	\$ 550	\$ 550	\$ 150	37.5%	
PRINTING & BINDING	\$ 60	\$ 106	\$ 219	\$ 400	\$ 171	\$ 400	\$ 400	\$ -	0.0%	
SEWER	\$ 558	\$ 439	\$ 311	\$ 600	\$ 70	\$ 450	\$ 450	\$ (150)	-25.0%	
ELECTRICITY	\$ 8,294	\$ 7,733	\$ 11,434	\$ 13,000	\$ 3,943	\$ 13,000	\$ 13,000	\$ -	0.0%	
WATER	\$ 1,891	\$ 2,348	\$ 1,177	\$ 2,000	\$ 1,029	\$ 2,000	\$ 2,000	\$ -	0.0%	
HEATING FUEL	\$ 4,369	\$ 3,852	\$ 4,086	\$ 5,500	\$ 1,117	\$ 5,500	\$ 5,500	\$ -	0.0%	
TELEPHONE	\$ 4,545	\$ 4,135	\$ 4,391	\$ 5,000	\$ 2,201	\$ 5,000	\$ 5,000	\$ -	0.0%	
BUILDING	\$ 13,879	\$ 12,135	\$ 15,135	\$ 17,000	\$ 4,054	\$ 17,000	\$ 17,000	\$ -	0.0%	
AGREEMENTS/CONTRACTS	\$ 16,077	\$ 15,315	\$ 14,896	\$ 17,000	\$ 10,040	\$ 18,000	\$ 18,000	\$ 1,000	5.9%	
EQUIPMENT	\$ 936	\$ 2,098	\$ 1,969	\$ 2,000	\$ 217	\$ 2,000	\$ 2,000	\$ -	0.0%	
PROGRAMMING	\$ 1,018	\$ 743	\$ 900	\$ 1,500	\$ 1,104	\$ 2,000	\$ 2,000	\$ 500	33.3%	
TECHNOLOGY	\$ 139	\$ 2,226	\$ 1,548	\$ 2,000	\$ 1,722	\$ 2,500	\$ 2,500	\$ 500	25.0%	
OTHER SERVICES AND CHARGES	\$ 1,248	\$ 1,378	\$ 1,158	\$ 3,000	\$ 902	\$ 2,500	\$ 2,500	\$ (500)	-16.7%	
OPERATING SUPPLIES	\$ 2,311	\$ 1,487	\$ 2,708	\$ 3,500	\$ 1,636	\$ 3,500	\$ 3,500	\$ -	0.0%	
OFFICE SUPPLIES	\$ 1,143	\$ 893	\$ 1,206	\$ 1,200	\$ 303	\$ 1,300	\$ 1,300	\$ 100	8.3%	
MATERIALS	\$ 37,677	\$ 39,501	\$ 39,751	\$ 40,000	\$ 16,367	\$ 43,000	\$ 43,000	\$ 3,000	7.5%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 94,472</b>	<b>\$ 94,701</b>	<b>\$ 101,400</b>	<b>\$ 114,100</b>	<b>\$ 45,178</b>	<b>\$ 118,700</b>	<b>\$ 118,700</b>	<b>\$ 4,600</b>	<b>4.0%</b>	
<b>TOTAL LIBRARY</b>	<b>\$ 533,444</b>	<b>\$ 539,020</b>	<b>\$ 592,173</b>	<b>\$ 608,062</b>	<b>\$ 307,342</b>	<b>\$ 649,664</b>	<b>\$ 649,664</b>	<b>\$ 41,602</b>	<b>6.8%</b>	



## FY 2024 Staffing Request

Department:	Library
Position Requested:	Library Assistant II – Outreach Increase from current 27 hours to 30 hours per week
Total Position Cost Adjustment:	\$3,719.38
Funding Source:	Taxation

Type of Position Change:	New Position		Modification to Position	X
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### Position Justification:

This position staffs the circulation desk; provides technology assistance on public computers, copier and printer; processes held materials delivered by van; provides outreach to homebound patrons; shelves materials. As the town population and library usage grow, the library needs more hours from circulation staff to handle the increased assistance that patrons require and the growing number of ILL materials that must be processed. (In FY 2019 pre-covid, 20,144 ILLs were processed. In FY 2022, 24,016 were processed.)

BUDGET LINE ITEM DETAIL										
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	DEPT HEAD	TOWN MANAGER	DOLLAR	PCT	
	ACTUALS	ACTUALS	ACTUALS	REVISED	ACTUALS	PROPOSED	PROPOSED	CHANGE	CHANGE	
<b>PARKS AND RECREATION</b>										
REGULAR	\$ 155,451	\$ 158,388	\$ 167,195	\$ 175,046	\$ 91,558	\$ 173,169	\$ 173,169	\$ (1,877)	-1.1%	
ADMINISTRATIVE	\$ 39,283	\$ 40,026	\$ 42,606	\$ 43,194	\$ 23,539	\$ 42,572	\$ 42,572	\$ (622)	-1.4%	
RESERVE/SEASONAL	\$ 6,004	\$ -	\$ 5,039	\$ 3,000	\$ -	\$ 6,000	\$ 6,000	\$ 3,000	100.0%	
OVERTIME	\$ 2,773	\$ 1,363	\$ 3,020	\$ 3,000	\$ 2,066	\$ 3,000	\$ 3,000	\$ -	0.0%	
MAINTENANCE	\$ 46,329	\$ 47,807	\$ 50,409	\$ 52,080	\$ 27,620	\$ 52,132	\$ 52,132	\$ 52	0.1%	
FICA	\$ 17,142	\$ 16,972	\$ 18,456	\$ 19,061	\$ 10,011	\$ 19,303	\$ 19,303	\$ 242	1.3%	
MSRS + ICMA	\$ 17,337	\$ 18,565	\$ 20,876	\$ 22,722	\$ 12,138	\$ 23,818	\$ 23,818	\$ 1,096	4.8%	
HEALTH INSURANCE	\$ 69,731	\$ 69,593	\$ 71,121	\$ 71,174	\$ 37,593	\$ 65,796	\$ 65,796	\$ (5,378)	-7.6%	
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 354,051</b>	<b>\$ 352,713</b>	<b>\$ 378,722</b>	<b>\$ 389,277</b>	<b>\$ 204,525</b>	<b>\$ 385,790</b>	<b>\$ 385,790</b>	<b>\$ (3,487)</b>	<b>-0.9%</b>	
POSTAGE	\$ 129	\$ 85	\$ 106	\$ 200	\$ 37	\$ 200	\$ 200	\$ -	0.0%	
ELECTRICITY	\$ 6,539	\$ 7,801	\$ 8,018	\$ 10,000	\$ 3,468	\$ 11,000	\$ 11,000	\$ 1,000	10.0%	
HEATING FUEL	\$ 3,007	\$ 5,964	\$ 5,754	\$ 4,000	\$ 3,211	\$ 6,000	\$ 6,000	\$ 2,000	50.0%	
TELEPHONE	\$ 7,145	\$ 6,325	\$ 6,362	\$ 6,500	\$ 3,939	\$ 7,500	\$ 7,500	\$ 1,000	15.4%	
OTHER SERVICES AND CHARGES	\$ 2,799	\$ 1,519	\$ 2,067	\$ 1,000	\$ 342	\$ 1,000	\$ 1,000	\$ -	0.0%	
OPERATING SUPPLIES	\$ 33,135	\$ 25,895	\$ 40,084	\$ 43,800	\$ 12,677	\$ 51,000	\$ 51,000	\$ 7,200	16.4%	
OFFICE SUPPLIES	\$ 3,910	\$ 1,849	\$ 2,046	\$ 2,500	\$ 1,008	\$ 2,500	\$ 2,500	\$ -	0.0%	
GENERAL - TRAINING	\$ -	\$ 108	\$ 1,100	\$ 4,000	\$ 1,228	\$ 4,000	\$ 4,000	\$ -	0.0%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 56,665</b>	<b>\$ 49,546</b>	<b>\$ 65,536</b>	<b>\$ 72,000</b>	<b>\$ 25,910</b>	<b>\$ 83,200</b>	<b>\$ 83,200</b>	<b>\$ 11,200</b>	<b>15.6%</b>	
<b>TOTAL PARKS AND REC</b>	<b>\$ 410,716</b>	<b>\$ 402,259</b>	<b>\$ 444,259</b>	<b>\$ 461,277</b>	<b>\$ 230,435</b>	<b>\$ 468,990</b>	<b>\$ 468,990</b>	<b>\$ 7,713</b>	<b>1.7%</b>	
<b>ACTIVITY CENTER</b>										
SEWER	\$ 325	\$ 225	\$ 222	\$ 375	\$ 58	\$ 375	\$ 375	\$ -	0.0%	
ELECTRICITY	\$ 2,248	\$ 2,106	\$ 2,528	\$ 3,300	\$ 1,194	\$ 4,000	\$ 4,000	\$ 700	21.2%	
WATER	\$ 152	\$ 164	\$ 162	\$ 315	\$ 84	\$ 1,215	\$ 1,215	\$ 900	285.7%	
TELEPHONE	\$ 370	\$ 687	\$ 2,081	\$ 2,450	\$ 1,309	\$ 2,400	\$ 2,400	\$ (50)	-2.0%	
PROPANE	\$ 1,954	\$ 5,526	\$ 5,459	\$ 6,000	\$ -	\$ 7,000	\$ 7,000	\$ 1,000	16.7%	
BUILDING	\$ 2,796	\$ 2,349	\$ 4,917	\$ 5,000	\$ 2,303	\$ 5,000	\$ 5,000	\$ -	0.0%	
OTHER SERVICES AND CHARGES	\$ 4,000	\$ 4,052	\$ 2,183	\$ 4,000	\$ 1,804	\$ 4,000	\$ 4,000	\$ -	0.0%	
OPERATING SUPPLIES	\$ 2,554	\$ 5,671	\$ 4,131	\$ 3,700	\$ 887	\$ 10,400	\$ 10,400	\$ 6,700	181.1%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 14,398</b>	<b>\$ 20,780</b>	<b>\$ 21,684</b>	<b>\$ 25,140</b>	<b>\$ 7,640</b>	<b>\$ 34,390</b>	<b>\$ 34,390</b>	<b>\$ 9,250</b>	<b>36.8%</b>	
<b>TOTAL ACTIVITY CENTER</b>	<b>\$ 14,398</b>	<b>\$ 20,780</b>	<b>\$ 21,684</b>	<b>\$ 25,140</b>	<b>\$ 7,640</b>	<b>\$ 34,390</b>	<b>\$ 34,390</b>	<b>\$ 9,250</b>	<b>36.8%</b>	

## Wells Parks & Recreation

### **Operating Supplies: 15051032-53350**

Operating expenses for the Walter Marsh Recreation Area buildings, fields, trails, fences, courts, vehicles, equipment, & playgrounds (including Mile Road playground & Harbor Park playground)

Reason for Increase:

Contracted services have increased for Seeding, mosquito control etc. by 8-10%

Costs of supplies have increased due to inflation

### **Electricity: 15051024-50002**

Electricity for Walter Marsh Recreation Area office and surrounding buildings and parking lot lights. Office utilizes Heat pumps for heat and air conditioning.

Reason for Increase:

Increased by 10% due to inflation

### **Heating Fuel: 15051024-50004**

Propane for the pavilion and K-1 for the garage and back up monitor heaters for the office.

Reason for increase:

Cost have increased substantially for fuel.

### **Telephone: 15051024-50005:**

Cost of all phones and I-pad service for the Department including cell phones and land lines with GWI service.

Reason for increase:

We've added 2 I-pads to our plan for registrations in the field and during special events. We also added a VIP line to the pavilion which as been added to the GWI plan was well. Cost of services have increased throughout.

**Other Services and Charges: 15051029-52275**

Memberships for Parks & Recreation Association, mileage, grievance gifts and volunteer thank you gifts.

**General – Training: 15051047-52200**

Employee training including conferences, certifications, classes, and guest speakers for summer and seasonal staff.

## Wells Activity Center

### **Electricity: 15087024-50002**

Electricity for the WAC and Parking lot lights

Reason for Increase:

Cost of electricity has gone up and the building is now being rented out again which will increase use of electricity.

### **Water: 15087024-50003**

Water use at the Activity Center. Keeping the same requested amount as last fiscal year as we will be installing irrigation which will increase use and the building will be rented out again will also increase water use.

### **Telephone: 15087024-50005**

GWJ Service to the building for both phones and increased broadband through fiber for better Wi-Fi for programming. Keeping budget the same as last year in hopes to accommodate any increases in service costs.

### **Building: 15087025-52225**

Regular contracted services: Cintas for carpet cleaning & replacements, Fire Safety Inspections, Kitchen suppression system inspections, generator maintenance, Mosquito treatments, general pest control, and miscellaneous expenses.

Staying with last year's actuals.

### **Other Services: 15087025-52275**

Floor Maintenance: strip & seal kitchen every other year and sand & stain stage room every other year. Miscellaneous expenses.

Due to COVID the building was not used as much but is now in need of more maintenance as building is being used more now.

### **Operating Supplies: 15087025-53350**

Contracted Services of Pine Tree Trash (Casella) for dumpsters, American Security Alarm monitoring, office supplies, paper products for bathrooms & kitchen, and miscellaneous supplies.

Reason for Increase:

Cost of services increased due to inflation. There is a one-time cost for an Irrigation system to be installed for lawn care of \$6,400 plus \$300 for winterization & Spring Activation.



## FY 2024 CIP Request

Department:	Parks & Recreation
Project/Item Name:	Activity Center Parking Lot (Sealing & Lining)
Total Project Cost:	\$14,000
Project Funding Source:	Reserve (0729) \$3,780 & Taxation \$10,220
Annual Operating Costs:	
Annual Maintenance Costs:	
Estimated Life:	
Departmental Priority:	High to meet parking requirements for building

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	
Infrastructure	X	Equipment	
Other			

Description of Project/Item:

The parking lot at the Activity Center needs to be relined to meet the lot requirements per planning board.

Project Justification and Implementation Strategy:

Other Information:

Use current reserve funds in fund 0729 (Activity Center Parking) with taxation dollars to complete the project.

IMPLEMENTATION SCHEDULE (Fiscal Years)						
As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	\$14,000					
Amount to be Reserved for Future Purchase:	\$10,220					



## FY 2024 CIP Request

Department:	Parks & Recreation
Project/Item Name:	Rec Park lots resealing & lining
Total Project Cost:	\$24,000
Project Funding Source:	Taxation and fund 0732
Annual Operating Costs:	
Annual Maintenance Costs:	
Estimated Life:	
Departmental Priority:	High

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	
Infrastructure	X	Equipment	
Other			

Description of Project/Item:

The lots at the Walter Marsh Recreation Area need to be sealed and relined for safety and to protect infrastructure of the lots.

Project Justification and Implementation Strategy:

Other Information:

Rename fund 0732 from Recreation Site Plan to Rec Park Resealing & Lining and use the current reserve funding of \$5,000 with taxation dollars to complete the \$24,000 project.

### IMPLMENTATION SCHEDULE (Fiscal Years)

As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	24,000					
Amount to be Reserved for Purchase:	19,000					



## FY 2024 CIP Request

Department:	Recreation
Project/Item Name:	Tennis Courts
Total Project Cost:	\$250,000
Project Funding Source:	Taxation
Annual Operating Costs:	
Annual Maintenance Costs:	\$8,000 every three – four years for relining/painting
Estimated Life:	
Departmental Priority:	

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	
Infrastructure	X	Equipment	
Other			

Description of Project/Item:

All four courts need to be completely renovated as they are too damaged to repair anymore. Looking to do the complete renovation in FY 25.

Project Justification and Implementation Strategy:

In December 2022 Libby Scott provided a quote for approximately \$110,000 to: Construct access road to protect existing conditions, remove all existing tennis court pavement, fine grade, pave with 2” of base mix and 1” of surface mix asphalt, install playing surface per Vermont Tennis Inc, then remove the temporary road. Vermont Tennis Inc quote for \$27,000 to: Clean entire surface area with compressed air. Total court area would receive one coat of Premier Sports Resurfacer. Total court area would receive two coats of Premier Sports Coating. Apply four sets of hand painted, regulation, tennis lines with white textured Premier Sports-Line. Additional costs would be for tennis net posts and sleeves and four sets of pickleball lines. Lastly, fencing costs from Anchor Fence will be approximately \$87,000. This includes an additional 120 linear feet of 6’ fencing dividing the pickle ball courts and the tennis courts. Add an additional 10% for inflation totaling \$250,000.

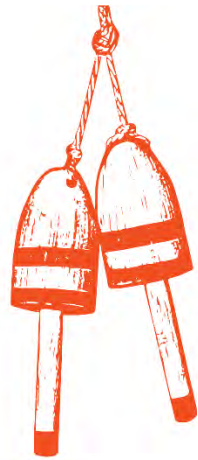
Other Information:

Add another \$100,000 from taxation to the Tennis Reserve Account. In FY 23 \$100,000 was added to the reserve with half coming from Enterprise and half from taxation.

**IMPLMENTATION SCHEDULE (Fiscal Years)**

As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:						
Amount to be Reserved for Future Purchase:	100,000	50,000				

# Section Seven



## Harbor and Facilities

BUDGET LINE ITEM DETAIL										
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>HARBOR</b>										
BAIT LOCKER/PUBLIC HOIST	\$ 3,100	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ 4,500	\$ 4,500	\$ 3,500	350.0%	
PUBLIC PUMP OUT	\$ 20	\$ 20	\$ 40	\$ -	\$ 35	\$ 100	\$ 100	\$ 100	100.0%	
HARBOR RESTAURANT	\$ 80,302	\$ 50,000	\$ 115,287	\$ 83,833	\$ 91,009	\$ 91,008	\$ 91,008	\$ 7,175	8.6%	
HARBOR MARINA	\$ 5,777	\$ 5,950	\$ 6,129	\$ 6,312	\$ -	\$ 12,000	\$ 12,000	\$ 5,688	90.1%	
ICE SALES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,250	\$ 1,250	\$ 1,250	100.0%	
<b>SUBTOTAL REVENUES</b>	<b>\$ 89,199</b>	<b>\$ 56,970</b>	<b>\$ 122,455</b>	<b>\$ 91,145</b>	<b>\$ 91,044</b>	<b>\$ 108,858</b>	<b>\$ 108,858</b>	<b>\$ 17,713</b>	<b>100.0%</b>	
REGULAR	\$ 66,235	\$ 68,488	\$ 120,682	\$ 74,453	\$ 39,043	\$ 74,824	\$ 74,824	\$ 371	0.5%	
PART-TIME	\$ 14,239	\$ 13,399	\$ 11,742	\$ 19,413	\$ 13,097	\$ 22,500	\$ 22,500	\$ 3,087	15.9%	
PERFORMANCE BONUS	\$ -	\$ 1,083	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
FICA	\$ 5,842	\$ 6,031	\$ 9,803	\$ 6,846	\$ 3,817	\$ 7,105	\$ 7,105	\$ 259	3.8%	
MSRS + ICMA	\$ 4,731	\$ 5,163	\$ 8,559	\$ 6,328	\$ 3,319	\$ 6,659	\$ 6,659	\$ 331	5.2%	
HEALTH INSURANCE	\$ 19,094	\$ 19,285	\$ 19,540	\$ 19,610	\$ 10,243	\$ 20,054	\$ 20,054	\$ 444	2.3%	
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 110,142</b>	<b>\$ 113,448</b>	<b>\$ 170,325</b>	<b>\$ 126,650</b>	<b>\$ 69,519</b>	<b>\$ 131,142</b>	<b>\$ 131,142</b>	<b>\$ 4,492</b>	<b>3.5%</b>	
TRANSPORTATION	\$ 2,871	\$ 4,469	\$ 4,469	\$ 4,800	\$ 2,332	\$ 4,800	\$ 4,800	\$ -	0.0%	
ELECTRICITY	\$ 1,079	\$ 996	\$ 1,007	\$ 1,400	\$ 305	\$ 1,400	\$ 1,400	\$ -	0.0%	
HEATING FUEL	\$ 564	\$ 618	\$ 942	\$ 700	\$ 79	\$ 850	\$ 850	\$ 150	21.4%	
TELEPHONE	\$ 1,434	\$ 1,626	\$ 1,795	\$ 1,700	\$ 1,384	\$ 1,700	\$ 1,700	\$ -	0.0%	
CABLE/INTERNET	\$ 2,894	\$ 2,870	\$ 3,028	\$ 2,900	\$ 1,282	\$ 2,500	\$ 2,500	\$ (400)	-13.8%	
EQUIPMENT	\$ 3,982	\$ 3,680	\$ 3,890	\$ 5,000	\$ 249	\$ 5,700	\$ 5,700	\$ 700	14.0%	
BOAT	\$ 978	\$ 1,424	\$ 1,366	\$ 1,750	\$ -	\$ 2,000	\$ 2,000	\$ 250	14.3%	
PIER MAINTENANCE EXP	\$ 5,245	\$ 13,555	\$ 14,371	\$ 7,500	\$ 12,337	\$ 14,000	\$ 14,000	\$ 6,500	86.7%	
FLOAT MAINTENANCE	\$ 963	\$ 2,808	\$ 1,068	\$ 1,500	\$ 756	\$ 2,000	\$ 2,000	\$ 500	33.3%	
MOORING MAINTENANCE	\$ 1,603	\$ 1,444	\$ 2,418	\$ 3,000	\$ -	\$ 4,000	\$ 4,000	\$ 1,000	33.3%	
ON LINE MOORING	\$ 2,083	\$ 1,875	\$ 1,875	\$ 2,300	\$ 2,175	\$ 2,300	\$ 2,300	\$ -	0.0%	
OTHER SERVICES AND CHARGES	\$ 4,317	\$ 2,381	\$ 2,019	\$ 4,500	\$ 434	\$ 4,000	\$ 4,000	\$ (500)	-11.1%	
OPERATING SUPPLIES	\$ 2,965	\$ 781	\$ 1,950	\$ 3,000	\$ 1,114	\$ 3,000	\$ 3,000	\$ -	0.0%	
HARBOR RESTAURANT EXP	\$ 301	\$ 226	\$ 212	\$ 220	\$ 107	\$ 220	\$ 220	\$ -	0.0%	
UNIFORMS	\$ -	\$ -	\$ 517	\$ 400	\$ -	\$ 600	\$ 600	\$ 200	50.0%	
GAS & OIL	\$ 793	\$ 405	\$ 1,966	\$ 1,500	\$ 569	\$ 1,750	\$ 1,750	\$ 250	16.7%	
GENERAL - TRAINING	\$ 1,186	\$ 891	\$ 850	\$ 1,400	\$ 820	\$ 1,400	\$ 1,400	\$ -	0.0%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 33,259</b>	<b>\$ 40,048</b>	<b>\$ 43,743</b>	<b>\$ 43,570</b>	<b>\$ 23,944</b>	<b>\$ 52,220</b>	<b>\$ 52,220</b>	<b>\$ 8,650</b>	<b>19.9%</b>	
<b>TOTAL HARBOR</b>	<b>\$ 54,203</b>	<b>\$ 96,526</b>	<b>\$ 91,614</b>	<b>\$ 79,075</b>	<b>\$ 2,419</b>	<b>\$ 74,504</b>	<b>\$ 74,504</b>	<b>\$ (4,571)</b>	<b>-5.8%</b>	
<b>FACILITIES MANAGEMENT</b>										
REGULAR	\$ 61,467	\$ 72,513	\$ 75,142	\$ 93,297	\$ 49,284	\$ 94,116	\$ 94,116	\$ 819	0.9%	
OVERTIME	\$ (367)	\$ 208	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ -	0.0%	
FICA	\$ 3,688	\$ 3,842	\$ 3,565	\$ 6,546	\$ 3,394	\$ 6,629	\$ 6,629	\$ 83	1.3%	
MSRS + ICMA	\$ 3,365	\$ 3,650	\$ 4,053	\$ 7,942	\$ 4,189	\$ 8,554	\$ 8,554	\$ 612	7.7%	
HEALTH INSURANCE	\$ 12,318	\$ 12,780	\$ 13,567	\$ 33,434	\$ 17,194	\$ 33,580	\$ 33,580	\$ 146	0.4%	
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 80,472</b>	<b>\$ 92,993</b>	<b>\$ 96,326</b>	<b>\$ 143,219</b>	<b>\$ 74,060</b>	<b>\$ 144,879</b>	<b>\$ 144,879</b>	<b>\$ 1,660</b>	<b>1.2%</b>	

BUDGET LINE ITEM DETAIL										
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
TRANSPORTATION	\$ 4,056	\$ 4,335	\$ 4,207	\$ 5,000	\$ 2,693	\$ 5,800	\$ 5,800	\$ 800	16.0%	
SEWER	\$ -	\$ -	\$ 237	\$ 400	\$ 59	\$ 400	\$ 400	\$ -	0.0%	
ELECTRICITY	\$ -	\$ -	\$ 241	\$ 900	\$ 101	\$ 900	\$ 900	\$ -	0.0%	
WATER	\$ -	\$ -	\$ 31	\$ 200	\$ -	\$ 200	\$ 200	\$ -	0.0%	
TELEPHONE	\$ -	\$ -	\$ 722	\$ 960	\$ 315	\$ 800	\$ 800	\$ (160)	-16.7%	
AGREEMENTS/CONTRACTS	\$ -	\$ -	\$ 12,600	\$ 4,000	\$ -	\$ 4,000	\$ 4,000	\$ -	0.0%	
TOWN LANDSCAPING/WINTER SERV	\$ 35,403	\$ 44,855	\$ 82,846	\$ 51,300	\$ 30,604	\$ 100,000	\$ 100,000	\$ 48,700	94.9%	
HARBOR PARK BENCH R&M	\$ 350	\$ 3,068	\$ 2,702	\$ 8,000	\$ -	\$ 4,000	\$ 4,000	\$ (4,000)	-50.0%	
PROFESSIONAL SERVICES	\$ -	\$ -	\$ 1,057	\$ 3,000	\$ 1,314	\$ 4,000	\$ 4,000	\$ 1,000	33.3%	
OTHER SERVICES AND CHARGES	\$ 2,012	\$ 2,530	\$ 227	\$ 500	\$ 43	\$ 500	\$ 500	\$ -	0.0%	
EQUIPMENT	\$ -	\$ -	\$ 4,463	\$ 4,000	\$ 1,635	\$ 4,500	\$ 4,500	\$ 500	12.5%	
OPERATING SUPPLIES	\$ 3,437	\$ 2,754	\$ 1,540	\$ 4,000	\$ 8	\$ 3,000	\$ 3,000	\$ (1,000)	-25.0%	
BUILDING MATERIALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	100.0%	
UNIFORMS	\$ -	\$ -	\$ 1,597	\$ 500	\$ 230	\$ 1,000	\$ 1,000	\$ 500	100.0%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 45,258</b>	<b>\$ 57,543</b>	<b>\$ 112,469</b>	<b>\$ 82,760</b>	<b>\$ 37,000</b>	<b>\$ 130,600</b>	<b>\$ 130,600</b>	<b>\$ 47,840</b>	<b>57.8%</b>	
<b>TOTAL FACILITIES MANAGEMENT</b>	<b>\$ 125,730</b>	<b>\$ 150,536</b>	<b>\$ 208,795</b>	<b>\$ 225,979</b>	<b>\$ 111,060</b>	<b>\$ 275,479</b>	<b>\$ 275,479</b>	<b>\$ 49,500</b>	<b>21.9%</b>	
<b>HARBOR MOORING RESERVE ACCT</b>										
HARBOR MOORING	\$ 72,806	\$ 81,452	\$ 68,715		\$ 7,830					
TRANSIENT MOORING	\$ 5,120	\$ 7,761	\$ 4,246		\$ 4,567					
WINTER DOCKAGE	\$ -	\$ -	\$ -		\$ 600					
PRIVATE MOORING	\$ 501	\$ 601	\$ 1,990		\$ 200					
HARBOR WAIT LIST	\$ 1,940	\$ 2,165	\$ 1,520		\$ 228					
<b>SUBTOTAL REVENUES</b>	<b>\$ 80,366.50</b>	<b>\$ 91,978.50</b>	<b>\$ 76,471.00</b>		<b>\$ 13,424.67</b>					
HARBOR MOORING/FLOAT EXPENSE	\$ 260	\$ 260	\$ 12,672							
EXPERIMENTAL DREDGE	\$ 10,402	\$ 9,208	\$ -							
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 10,662.84</b>	<b>\$ 9,468.55</b>	<b>\$ 12,672.32</b>		<b>\$ -</b>					
<b>TOTAL HARBOR MOORING RESERVE</b>	<b>\$ (69,703.66)</b>	<b>\$ (82,509.95)</b>	<b>\$ (63,798.68)</b>		<b>\$ (13,424.67)</b>					
<b>RESERVE FUND BALANCE</b>										
SOY	\$ 330,713	\$ 400,417	\$ 482,927		\$ 546,726					
EOY (YTD FOR FY 2023)	\$ 400,417	\$ 482,927	\$ 546,726		\$ 560,150					



## FY 2024 CIP Request

Department:	Harbor
Project/Item Name:	Float replacement fund
Total Project Cost:	150,000
Project Funding Source:	Taxation
Annual Operating Costs:	0
Annual Maintenance Costs:	100.00
Estimated Life:	20 years
Departmental Priority:	High

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	
Infrastructure	x	Equipment	
Other			

Description of Project/Item:

The floats at Eastern shore are approximately 20 years old, this is an ongoing effort to replace the floats at the Marina.

Project Justification and Implementation Strategy:

We attempt to replace approximately 6 floats per year depending on the cost of material at the time. We then rehabilitate the old floats with new connection hardware and plank replacement where needed. The old floats are then put back into service at a different place in the harbor, which goes hand in hand with the effort to move to all floating docks in the harbor. This plan will keep all infrastructure above the water for a longer life span and easy maintenance.

Other Information:

IMPLMENTATION SCHEDULE (Fiscal Years)						
As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	70,000					
Amount to be Added to Reserve per Year:	30,000	30,000	30,000	30,000	30,000	



## FY 2024 CIP Request

Department:	Harbor
Project/Item Name:	Outboard motor fund
Total Project Cost:	17,000
Project Funding Source:	Taxation
Annual Operating Costs:	400.00
Annual Maintenance Costs:	200.00
Estimated Life:	12 years
Departmental Priority:	high

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	
Infrastructure		Equipment	x
Other			

Description of Project/Item: We have been planning a much-needed outboard motor fund based on the lifespan of an outboard motor.

Project Justification and Implementation Strategy:

Last year the Budget committee offered to fund this project all at once and at the time I didn't feel it was needed right of way. As of this year the outboard motor is running extremely poorly and at times is very hard to get started. The trim and tilt function no longer works which leaves the bottom of the motor underwater at all times creating a fouling situation.

Other Information:

I would like to fully fund this project this year as it is important for us to have a reliable motor in a rescue situation.

### IMPLMENTATION SCHEDULE (Fiscal Years)

As requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	17,000					
Amount to be Added to Reserve per Year:	12,000					

# Estimate

<b>Estimate #</b>	2422
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**Blue Water Marine Service, LLC**

927 Calef Hwy  
 Barrington, NH 03825  
 (603) 905-9021  
 matt.trnovsky@gmail.com  
 bluewatermarineservice.com

**Responsible party:**

Mike Yorke  
 208 Sanford Rd  
 Wells, ME 04090  
 207-646-3236

Product Make/Model	Surf Side
Engine Make/Model	
Serial No. Engine #1	
Serial No. Engine #2	
Trailor Type	

Date Received	Date Promised	Rep	Terms
1/11/2023	1/11/2023		

Description	Qty	Cost	Total
2023 Suzuki DF140BTL5	1	12,060.00	12,060.00
Suzuki government promotion	1	-1,206.00	-1,206.00
Suzuki Binnacle Control	1	423.00	423.00
Suzuki 21' Main Harness	1	311.00	311.00
Suzuki Horizontal Key Switch	1	175.00	175.00
Extreme control cable 20'	2	75.00	150.00
Suzuki multi function Tachometer	1	195.00	195.00
14"-19 Pitch Aluminum Prop	1	261.00	261.00
Remove old engine and rigging, Install new engine and rigging	8	115.00	920.00
<b>Total</b>			<b>\$13,289.00</b>

I hereby authorize the above repair work to be done along with the necessary materials. You and your employees may operate the unit herein described on any waterways or elsewhere for purpose of testing, inspection, or delivery at my risk. An express mechanic's lien is acknowledged on above unit to secure the amount of repairs thereto. It is also understood that you will not be held responsible for loss or damage to the unit (or articles left in or with the unit) in case of fire, theft, accident, inclement weather conditions of any other cause beyond your control. Finally, I understand that this is an estimated quote only; actual cost may be higher.

**Signature:**



## FY 2024 CIP Request

Department:	Harbor
Project/Item Name:	Dredge fund
Total Project Cost:	1,200,000.00
Project Funding Source:	Taxation
Annual Operating Costs:	0
Annual Maintenance Costs:	0
Estimated Life:	10 years
Departmental Priority:	High

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	
Infrastructure		Equipment	
Other	X		

Description of Project/Item: Every year the Town puts aside 60,000.00 toward future dredging projects to offset the large price tag associated with this event.

Project Justification and Implementation Strategy:

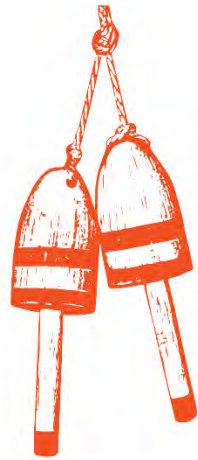
This fund generates about one third of monies needed for a maintenance dredge to keep the harbor functional as a commercial and recreational port.

Other Information:

We have a full maintenance dredge scheduled for 2023-2024 which this money will be needed for.

IMPLMENTATION SCHEDULE (Fiscal Years)						
As Requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	60,000					
Amount to be Added to Reserve per Year:	60,000	60,000	60,000	60,000	60,000	60,000

# Section Eight



# Social Services

	BUDGET LINE ITEM DETAIL									
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>GRANTS</b>										
RED CROSS	\$ 2,000	\$ 2,000	\$ 2,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0.0%	
CARING UNLIMITED	\$ 2,000	\$ 2,000	\$ 2,877	\$ 3,894	\$ 3,894	\$ 3,894	\$ 3,894	\$ -	0.0%	
OCEAN VIEW CEMETERY	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	0.0%	
SO MAINE AGENCY ON AGING	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	0.0%	
YORK COUNTY COMMUNITY ACTION	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ -	0.0%	
MAINEHEALTH CARE AT HOME	\$ 6,000	\$ 6,000	\$ -	\$ 4,000	\$ 4,000	\$ 6,000	\$ 6,000	\$ 2,000	50.0%	
MAINE BEHAVIORAL HEALTHCARE	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
HISTORICAL SOCIETY OF WELLS	\$ 20,000	\$ 37,000	\$ 34,000	\$ 51,000	\$ 51,000	\$ 53,000	\$ 53,000	\$ 2,000	3.9%	
YORK COUNTY SHELTER INC	\$ 3,500	\$ 3,500	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0.0%	
KIDS FREE TO GROW	\$ 750	\$ 750	\$ 750	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%	
WELLS RESERVE	\$ 7,000	\$ 7,000	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ -	0.0%	
WELLS OGUNQUIT SENIOR CENTER	\$ -	\$ 3,000	\$ 5,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.0%	
SHORELINE TROLLEY	\$ 25,000	\$ 5,000	\$ 15,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	0.0%	
SOUTHERN MAINE SNO-GOERS	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%	
PATRIOT RIDERS OF AMERICA	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
SO ME VETERANS' CEMETERY ASSOC	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%	
LIFELIGHT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	100.0%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 93,750</b>	<b>\$ 92,250</b>	<b>\$ 95,127</b>	<b>\$ 147,894</b>	<b>\$ 147,894</b>	<b>\$ 153,894</b>	<b>\$ 153,894</b>	<b>\$ 6,000</b>	<b>4.1%</b>	
<b>TOTAL GRANTS</b>	<b>\$ 93,750</b>	<b>\$ 92,250</b>	<b>\$ 95,127</b>	<b>\$ 147,894</b>	<b>\$ 147,894</b>	<b>\$ 153,894</b>	<b>\$ 153,894</b>	<b>\$ 6,000</b>	<b>4.1%</b>	



**American Red Cross**  
Northern New England Region

October 28, 2022

Town of Wells  
Attn: Jodie Sanborn  
208 Sanford Rd.  
Wells, ME 04090

Dear Jodie,

As we look ahead to the new year, we take a moment to reflect on our profound gratitude to the municipal partners who help us deliver our lifesaving mission in our community. With your support, we are able to ensure the health, safety, and preparedness of our friends and neighbors throughout Northern New England.

Last year, our staff and volunteer workforce provided an array of services throughout the region:

- We made over **576 homes safer** by installing smoke detectors and educating families about fire safety and prevention through our Home Fire Campaign.
- Trained **34,765 people** in first aid, CPR, and water safety skills. (training data for county level)
- We collected over **132,000 units of blood**. Hospitals throughout Northern New England depend on the American Red Cross for these collections.
- In our region, over **3,900** service members, veterans, and their families received supportive services through our Service to the Armed Forces department.

Your American Red Cross remains committed to providing relief and support. We do this with the help of our incredible volunteers and donors, including you, our friends in Wells. *This year, we respectfully request a municipal appropriation of **\$4,000.00**.* These funds will directly benefit individuals and families right here in our region, who benefit from our unique services at no cost.

For more information about the work we've been doing in your area, please refer to the attached Service Delivery sheet for York County. If you have any questions, please call us at 1-800-464-6692 or [supportnne@redcross.org](mailto:supportnne@redcross.org).

Warmly,

A handwritten signature in cursive script that reads "Lauren Jordan".

Lauren Jordan  
Development Coordinator

32 N Prospect St  
Burlington, VT 05401

2 Maitland St  
Concord, NH 03301

2401 Congress St  
Portland, ME 04101

[www.redcross.org/nne](http://www.redcross.org/nne)

American Red Cross of Northern New England

# York County Service Delivery July 1, 2021 - June 30, 2022

## Disaster Response

In the past year, the American Red Cross has responded to **30 disaster cases** in **York County**, providing assistance to **104 individuals**. Most commonly, these incidents were home fires. Red Cross workers were on the scene to provide food, clothing, lodging, emotional support, and more to families during their hours of greatest need. Our teams also provide Mass Care to first responders. Things like food, water, and warm drinks strengthen the brave people of your local Fire and Police Departments as they answer the call to keep your residents safe.

Town/City	Disaster Events	Individuals	Town/City	Disaster Events	Individuals
Berwick	2	14	Parsonsfield	2	6
Biddeford	1	5	Saco	1	3
Buxton	1	2	Sanford	2	7
Dayton	1	1	South Berwick	3	12
Kittery	1	4	Springvale	2	7
Lebanon	3	7	Wells	1	2
Limington	1	7	York	4	8
Lyman	1	4			
Old Orchard Beach	4	15			

## Home Fire Campaign

Last year, Red Cross staff and volunteers worked throughout York County to educate residents on fire, safety and preparedness. We made **20 homes safer** by helping families develop emergency evacuation plans.

## Blood Drives

We collected **4,953 pints** of lifesaving blood at **189 drives** in York County.



## Training Services

Last year, **844 York County residents** were taught a variety of important lifesaving skills such as First Aid, CPR, Babysitting Skills and Water Safety.



## Service to the Armed Forces

We proudly assisted **149 of York County's Service Members, veterans, and their families** by providing emergency communications and other services, including counseling and financial assistance.

## Volunteer Services

York County is home to **107 American Red Cross Volunteers**. We have volunteers from all walks of life, who are trained and empowered to respond to disasters in the middle of the night, to teach safety courses, to help at our many blood drives, and so much more. The American Red Cross is proud that 90% of its staff is made up of volunteers; they are truly the heart and soul of our organization.





**American Red Cross**  
**29R04 - Northern New England Region**  
**For the Year Ended June 30, 2023**  
**Budget**

	REVENUE	AGENCY
Revenue		5 000
		835 80
		325 13
		1 5 002
		2 881
		308 0 3
		10 51
		2 1 21
		1 52
		80 8
	<b>TOTAL LOCAL REVENUE</b>	<b>5,678,953</b>
		2 2 38
	<b>TOTAL REVENUE</b>	<b>7,978,591</b>

	EXPENSES	
Expenses		02 3
		15
		308 023
		138 8
		8 8
		1 03 5 0
		1 328
		8 8
		105 101
		83 512
		2 2
		3 1
		21 253
		3 103
		52 1
	3 85	
	2 1 320	
	1 2 80	
	<b>TOTAL LOCAL EXPENSES</b>	<b>7,978,591</b>
		<b>7,978,591</b>

<b>SURPLUS (DEFICIT)</b>	-
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December 6, 2022

**Board of Directors**

Maura Keaveney  
Chair  
Maine Attorney  
General's Office

Town of Wells  
Attn: Jodie Sanborn  
208 Sanford Rd.  
Wells, Maine 04090

Ryan Liberty  
Vice Chair  
Irving Oil

Dear Town of Wells,

Lynn Howe  
Treasurer  
Kennebunk Savings

Thank you in advance for your consideration of Caring Unlimited's annual request for support from the Town of Wells. Each year, your support helps to ensure that members of your community and all residents of York County experiencing domestic violence and abuse have access to the life-changing and life-saving supports they need.

Audrey Okun-  
Langlais, D.O.  
Secretary  
Retired

The need for Caring Unlimited's full range of programs and services is significant, and individuals in our communities experiencing domestic abuse and violence require multi-faceted supports to meet their needs and overcome barriers to accessing safety. We are experiencing constant high demand for our emergency shelter, where the length of stay has increased due to a shortage of affordable housing at this time. Our civil legal program is serving more people than ever, people who are looking for help with protection orders, child support and custody matters. Advocates and staff attorneys are responding to these needs by providing both in court and remote court advocacy. In all, our direct service programs, including the 24-hour helpline, served 1759 people this past year. Our community education program provided prevention education, training, and consultation to 2706 students and other members of our community.

Nicholas Houde  
Southern Maine  
Health Care

Adam Hubbard  
Biddeford Police  
Department

Sharon Kerner  
Aetna Insurance

Rebekah Lowell  
Author/Illustrator

We are always committed to sustaining our core direct service programs to ensure they remain strong and accessible to anyone 24 hours a day, free of charge. We are also working to expand our reach and increase accessibility of our programming throughout our community in the coming year:

Dana Prescott, Esq.  
Prescott, Jamieson  
Murphy Law Group

- We are expanding our youth prevention programming. A recent award from the Office of Violence Against Women has enabled us to hire a second Youth Educator, expand partnerships in schools and with other youth-serving agencies, and will enable us to increase youth involvement and engagement.

Cornelia Stockman  
Retired

**Ex-Officio**

Susan Giambalvo,  
Caring Unlimited  
Executive Director

- We are engaged in an agency-wide effort to increase accessibility, cultural responsiveness, and trauma-informed practices, and are in the process of developing and implementing an equity plan. These efforts will ensure we are able to best serve all members of our community, including those from historically underrepresented or marginalized groups.
- We are continuing our efforts to provide extensive mobile advocacy services; enabling advocates to provide effective, efficient, confidential services to clients remotely and in-person at courthouses, hospitals, social service agencies, libraries, and other safe locations throughout York County.

Caring Unlimited counts on municipal support to meet our annual operating budget and to provide critical matching funds that are a requirement to receive Federal awards for our programs and services.

The following is a snapshot of how Wells residents accessed CU's no-cost services last year. Because we are only able to collect location data on about half of the people that use our services, the number of individuals served and hours of service listed are likely twice as much as the conservative number reported here.

SERVICE PERIOD:	10/1/21-9/30/22
WELLS RESIDENTS SERVED LAST YEAR (Unduplicated individuals served)	16 Individuals
TOTAL HRS OF INDIVIDUAL ADVOCACY PROVIDED LAST YEAR (Supportive Counseling and/or Legal Assistance Provided to Individuals):	108 Hours
TOTAL HRS OF GROUP SERVICES PROVIDED LAST YEAR (Support and/or Education Groups):	0 Hours
TOTAL # OF EMERGENCY SHELTER BEDNIGHTS PROVIDED LAST YEAR:	141 Bednights
<b>COST TO CARING UNLIMITED OF SERVICES OF PROVIDED TO WELLS LAST YEAR:</b>	<b>\$21,242.74</b>
<b>FY23 SUPPORT REQUESTED:</b>	<b>\$3894</b>

Thank you. Your commitment to support Caring Unlimited sends the message that domestic violence and abuse has no place in your community and that you recognize Caring Unlimited as your town or city's partner in ending abuse.

Caring Unlimited is committed to pursuing the necessary solutions and strategies to keep victims of domestic violence safe in our community and with your help we can respond creatively, proactively, and flexibly. Please reach out to me if you would like any additional information or if there is something specific that your community needs from us at this time.

Sincerely,



Susan Giambalvo  
 Executive Director  
 207-490-3227 x101  
 Susan@caring-unlimited.org



**Municipal Received Support FY 22**

Town of Acton: \$734  
Town of Alfred: \$575  
Town of Arundel: \$1279  
City of Biddeford: \$6400  
Town of Buxton: \$2513  
Town of Cornish: \$500  
Town of Dayton: \$639  
Town of Hollis: \$1000  
Town of Kennebunk: \$4000  
Town of Kennebunkport: \$1,089  
Town of Limington: \$1,100  
Town of Parsonsfield: \$569  
City of Saco: \$6,114  
Town of Shapleigh: \$800  
Town of South Berwick: \$500  
Town of Waterboro: \$2,381  
Town of Wells: \$3,894  
Town of York: \$8,250

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# OCEAN VIEW CEMETERY, INC

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December 8, 2022  
Town of Wells  
Attn: Jodie Sanborn, Finance Director  
208 Sanford Road  
Wells, Maine 04090

To: Town of Wells

Re: Annual Request

The Ocean View Cemetery, Inc. of Wells, Maine respectfully submits its annual request to the People of the Town of Wells for an appropriation of \$8,000.00 for the maintenance and up-keep of all of the Veterans and Paupers graves with in the cemetery for the coming year 2024FY2024/2025.

We have tried over the years to keep an account of the Veterans graves that are maintained by the Ocean View Cemetery. There are over 550 veteran's graves at Ocean View Cemetery. Many years ago we charged a fee of \$20.00 per year/per lot for annual care. This \$8,000.00 request represents less than \$15.00 per lot for the up-keep of the veteran's graves in Ocean View Cemetery.

There are many graves, which do not have perpetual care and have no know living relatives or friends willing to maintain them. Currently sale lots includes money to invest in our perpetual care funds. These funds are invested and only the interest may be used for the cost to maintain the cemetery.

The service rendered by Ocean View Cemetery is cutting and trimming all of the grass and brushes around these lots as needed. The time required for this service varies each year depending on the weather (days of rainfall or sunshine).

The Ocean View Cemetery maintenance and up-keep program receives its support from the interested earned on the Perpetual Care Funds; a portion of the sales of lots; Town Appropriation, and lastly the time and help of our volunteers to manage the Corporation. If any of the Trustees can be of any further assistance in explaining this request, we would be most happy to meet the Selectmen or Budget Committee.

Respectfully yours,

Richard Clark, President  
Michele Stivaletta-Noble, Treasurer/Secretary

PO Box 11

Wells, Maine

04090



**FISCAL YEAR 2022-2023 REQUEST FOR FUNDING TO:** Town of Wells

**FROM:** Southern Maine Agency on Aging

**Date:** November 28, 2022

**2022 REQUEST AMOUNT:** \$8,000

*The Southern Maine Agency on Aging – What do we do?*

The Southern Maine Agency on Agency’s mission is to improve the quality of life for older adults, adults with disabilities and the people who care for them.

Since its founding in 1973, the Southern Maine Agency on Aging (SMAA) has provided residents of York and Cumberland counties of Maine with resources and assistance to address the issues and concerns of aging. The programs and services at SMAA are designed to foster independence, reduce burden on families and caregivers and promote an active and healthy lifestyle for individuals as they age.

SMAA relies on the dedication of more than 600 active volunteers to provide its many services.

*How do we serve Wells Residents?*

Last year, **263** Wells residents received the following support and assistance from SMAA valued at **\$93,628**:

- **95** Wells residents received assistance through the SMAA’s Information and Resources program - staffed by Resources Specialists and Social Workers who work with seniors and their families by phone or in-person to provide information and support, and to increase access to available benefits. Those residents experienced **121** contacts with SMAA staff;

- 52** Wells residents received case management services from Resource Specialists and Social Workers. Staff assisted in connecting these residents to services such as coordinating transportation and appointments as well as application assistance. These meetings included direct assistance, a comprehensive needs assessment, and may include home visits. Staff provided **45** hours of support;

- **34** residents received Medicare and other insurance counseling. In addition to helping choose the best coverage for each individual, Agency volunteers assisted in saving participants hundreds and often thousands of dollars on yearly insurance and prescription costs;
- **10** Wells residents received guidance, participated in classes and/or support groups to help better understand and manage their caregiving role through the Family Caregiver Support Programs totaling **50** hours;
- **24** residents participated in SMAA's Community Café and/or "As You Like It" congregate dining programs through which they received **571** affordable and nutritious meals, and socialized, helping to reduce their risk of isolation and loneliness.
- **2** Wells residents who are caregivers received **378** hours of valuable respite through the Caregiver Respite Program;
- **3** Wells residents participated in **91** Agewell Program classes designed to help participants reduce their risk and fear of falls, and live healthier lifestyles;
- and **55** Wells residents, who are temporarily or permanently homebound and who cannot shop for or prepare meals on their own, received **7,334** home-delivered meals, safety checks, and vital socialization through the Meals on Wheels and Simply Delivered for ME programs.

### *Why is this work important?*

SMAA continues to see a heightened need for services during this tumultuous time. Even as clients return to in-person activities, the impact of social isolation and loneliness will continue to fuel a demand for SMAA's services. Just like our local hospitals and other institutions have had to scale up their capacity to serve the increased medical and other needs in our communities, SMAA must remain poised and positioned to help vulnerable older adults stay safe and healthy at home.

We know that the needs of older adults are becoming more critical and complex. Our programs aim to increase access to knowledge, information, and resources for vulnerable senior populations in our region who are challenged by food insecurity, social isolation, financial strain, and physical and mental health decline.

Your generous support will help older adults like Rick and David:

*Rick was hospitalized and would be homeless upon discharge as he was unable to return to previous residence. SMAA was able to connect with Rick while he was still hospitalized and explained section 8, affordable housing, waitlists, applications etc. We were able to help Rick advocate for himself in order to receive documents at the hospital in order to begin a housing assistance application process. SMAA also sent follow up emails with above mentioned documents including applications as well as a homeless*

*resource guide in case of emergency. Rick was grateful for our support while in the hospital and, because of SMAA, had somewhere to go home to when he was discharged.*

*David called SMAA because he was having difficulty preparing meals and needed support. His wife had just passed away, and she had been the one to do all of the cooking. He was overwhelmed by grief and anxiety around going to the store and inexperience with preparing his own meals. Thanks to the SMAA Resource Specialist, David began receiving Meals on Wheels and was connected to a SMAA Phone Pal – a trained volunteer who works with socially isolated seniors to increase connectedness and decrease isolation. The two share multiple calls a week, and the Phone Pal provided extra check-ins during what was an especially difficult time for David.*

Rick and David’s stories are, unfortunately, not unique. SMAA Resource Specialists assist in thousands of cases just like this, including Wells residents, each year. As the needs of older adults become more complex, SMAA relies on the generosity of friends like the Town of Wells to preserve and provide critical services for older and disabled Mainers who so desperately need our help.

*Request for support:*

**SMAA will be relying on the continued support of partners like the Town of Wells to help respond to and meet these growing needs of our older friends, family, and neighbors. This year, we are asking the Town of Wells to consider a contribution of \$8,000 in unrestricted support to help SMAA meet the ever-evolving and increasing needs of older and disabled Wells residents and their caregivers.**

**THANK YOU FOR YOUR CONSIDERATION OF THIS REQUEST. PLEASE CONTACT**

**CAROLYN PRUIKSMA, DEVELOPMENT COORDINATOR AT**

**207-396-6500 WITH ANY QUESTIONS.**

York County  
**COMMUNITY  
ACTION**  
Corporation

Town of Wells  
Jodie L. Sanborn, Finance Director  
208 Sanford Rd.  
Wells, ME 04090

November 18, 2022

Dear Ms. Sanborn:

By this letter, YCCAC is requesting for year 2023/24 funding from the Town of Wells in the amount of \$6,500. These funds are critically important to meeting the local cash match requirements applicable to much of the State and Federal funding, which enables us to provide a wide range of services to the elderly, disabled and low-income individuals of York County.

All of the funds we are requesting will support the direct services we provide to residents of your community, and the amount of your contribution will be multiplied many times in the value of these services. This work clearly helps to reduce reliance upon general assistance, and we trust that you have seen a positive impact from it in your community over the past year.

**Please note that again this year that we have added to the "Services Provided" profile the category Rental Assistance. This records the number of households in your community that received financial assistance through the Rental Assistance Program over the past 12 months. The program is administered in York County by York County Community Action Corporation. The dollar value of the service is denoted by asterisk at the bottom of the page.**

We would be happy to provide additional information at your request, and we would especially welcome an opportunity to meet with you to discuss our funding request personally.

Thank you for your consideration of this request and also for your past support.

Very sincerely,



Brad Bohon  
Community Relations Manager  
York County Community Action Corporation  
6 Spruce Street  
Sanford, ME 04073  
207 324-5762 ext. 2954

York County  
**COMMUNITY  
 ACTION**  
 Corporation

Services provided to **WELLS** Residents  
 By York County Community Action Corporation  
 Fiscal Year 21/22

	<u># of households Served</u>
<b>ECONOMIC OPPORTUNITY – Community Outreach</b>	<b>165</b>
Emergency Financial Assistance	18
COVID-19 Support	30
Tax Preparation	22
Financial Coaching	8
Housing Counseling	151
Homeownership Education	10
Default Homeownership Assistance	10
ENERGY – HEAP	181
WEATHERIZATION	25
RENTAL RELIEF	200*
HEADSTART – Centers & Combo Option	0
EARLY HEADSTART	0
NASSON HEALTH CARE	297
TRANSPORTATION – Buses/Vans (Miles)	228
Volunteer Drivers (Miles)	8,129
Riders	20
WIC – Women Infants & Children	74
<b>Dollar Value of Services provided to WELLS Residents</b>	<b>\$4,607,166</b>
<b>2022 - Total Amount Requested</b>	<b>\$6,500</b>
	*\$3,802,684

York County  
**COMMUNITY  
ACTION**  
Corporation

**November 18, 2022**

<b>Town Funding</b>	<b>2021/22</b>
Acton	\$1,600
Alfred	\$1,000
Arundel	\$1,600
Biddeford	\$4,000
Buxton	\$2,000
Cornish	\$750
Dayton	\$700
Eliot	\$1,600
Hollis	\$3,400
Kennebunk	\$6,000
Kennebunkport	\$4,000
Kittery	\$2,500
Limerick	\$500
Limington	\$3,050
North Berwick	\$2,250
Ogunquit	\$500
Parsonsfield	\$1,250
Saco	\$4,000
Sanford	\$3,677
Shapleigh	\$2,700
South Berwick	\$1,900
Waterboro	\$3,500
Wells	\$6,500
York	\$6,750
<b>TOTAL</b>	<b>\$65,727</b>

November 17, 2022

## YCCAC Programs and Services 2022

York County Community Action Corporation (YCCAC) was incorporated in 1965 by a group of York County residents as a result of the Economic Opportunity Act of 1964. Since then, the agency has been delivering a range of social service, health, and educational programs to York County individuals and families living in poverty. These programs are all designed to achieve the goal set forth in the Preamble to the Economic Opportunity Act: “to alleviate the paradox of poverty in the midst of plenty.” Every year, the YCCAC staff of nearly 200 will interact with 22,000-plus low income York County residents.

**The mission of York County Community Action Corporation is to alleviate the effects of poverty, attack its underlying causes, and to promote the dignity and self-sufficiency of the people of York County, Maine.**

- **WIC (Women, Infants, Children)** WIC offices are located in Sanford, Kittery, Biddeford, Buxton, and Limerick.
  - Provides families with infants and young children with food card for milk, cheese, eggs, juice, and other nutritious foods.
  - **Breastfeeding Support**—offers breastfeeding classes and provides electric pumps at no charge.
  - **Educational materials**—books for children. Lending library and Story Hour each month
  
- **Children’s Services (Head Start & Early Head Start)** YCCAC Head Start and Early Head Start provide high-quality early childhood care and education for children ages 6 weeks to 5 years in locations throughout York County. We also provide a caring and supportive community for families and caregivers.

YCCAC Head Start and Early Head Start offer center-based programming in a safe, caring, and inclusive environment. Classrooms are located in cities and towns throughout York County, Maine.

Dedicated, well-trained teachers and staff follow an age-appropriate, individualized curriculum that supports social, emotional, physical, and educational development so that your child is ready to thrive in kindergarten and beyond.

- Children enrolled in Head Start receive a healthy meal each day, and are provided a safe and nurturing environment in which to learn and play.
  - Head Start serves children to age 5; after 5, the children begin kindergarten.
  - Early Head Start serves pre-natal children and children to age 3.
- **Economic Opportunity** Economic Opportunity connects people in need with community resources; provides information and referral; serves as advocates; provides emergency assistance for shelter, utilities, heat and food; and makes home visits to those who are homebound.

There are three Economic Opportunity offices: Sanford, Biddeford, and Kittery

- Free Tax Preparation**, YCCAC provides free tax preparation through the **CA\$H program**. You qualify for this free service if your adjusted gross income is below \$52,000. IRS-certified volunteers will help prepare basic Federal and State tax. Our Tax Preparation Volunteers will also help determine if you are eligible for special tax credits such as Earned-Income Tax Credit, Child Tax Credit, and Credit for the Elderly or the Disabled.
- York County CA\$H** provides information on tax credits and free tax preparation, matched savings (known as Family Development Accounts, or FDAs), and educational programs about post-secondary education, home ownership, goal setting, and personal finance. The York County CA\$H Campaign offers tax prep services from January to May.
- York County Hope Program** Helps individuals and families with emergency needs. Financial disbursements average less than \$100 per family, and can be used for such things as clothing for job interviews or job placement (steel-toe boots for a construction job, for example), one-time help with prescription medicines purchases, help with emergency housing, fuel assistance, food—and much more!.

- **Energy Services** (also called HEAP, for Home Energy assistance Program) provides low-income residents of York County with energy assistance throughout the year, but especially during the winter months.
  - **HEAP (Home Energy Assistance Program)** provides assistance to eligible homeowners and renters to help cover heating and energy costs. Renters whose utilities are included in their rent may also be eligible for assistance with direct and indirect energy costs. In most cases, the funds are distributed directly to the fuel and utility vendors.
  - **ECIP (Energy Crisis Intervention Program)** provides emergency assistance to low-income residents of York County. ECIP pays for oil deliveries within 24 hours.
  - **LIAP (Low Income Assistance Program)** provides financial assistance for apartments and home electric bills. Eligibility determined by annual income and cost/usage for Central Maine Power customers. All Kennebunk Power and Light customers are eligible.
  - **Electric Line Extension Program** Application taken and sent to Central Maine Power. Provides a financial “credit” (as determined by CMP) toward the cost of installing the poles and lines to bring electric power to a person’s property.
  - **Telephone Assistance Program** Provides financial assistance for installation and monthly payment of telephone bills. All LIHEAP eligible households automatically qualify
  
- **Weatherization** The Weatherization Assistance Program (WAP) enables low-income families to permanently reduce their energy bills by making their homes more energy efficient. Funds are used to improve the energy performance of dwellings of needy families using the most advanced technologies and testing protocols available in the housing industry. Common weatherization measures include: caulking and weather stripping around doors and windows and sealing other unnecessary openings to reduce air infiltration; installing attic, wall, and floor insulation; and wrapping water heaters and pipes with insulating material.
  
- **Housing** Helping our clients with asset development is the most effective long-term strategy to combat poverty. This program was created to help York

County residents acquire a home that will grow in value and create long-term financial security. The programs provided include:

- Foreclosure Prevention Program** Provides assistance to York County homeowners who are at-risk or in the process of foreclosure. Two certified foreclosure prevention specialists were added to the YCCAC Housing staff in 2009 to help the growing number of York County residents facing the possible loss of their homes.
- Homebuyer Assistance** assists any potential homebuyers with the preparation and submission of Rural Development mortgage applications.
- Home Repair Loans** YCCAC also assists any potential homebuyers with the preparation and submission of applications for a twenty year, 1% subsidized loan to repair an existing home.
- Grants** for home repair, which do not have to be repaid, are available only to income eligible people age 62 or over.
- Homebuyer Counseling** HUD Certified counselors assist low and mid-income residents explore financing options for buying a new home. Together they may review a number of lending programs at area banks and mortgage companies, and complete applications for purchase and or repair loans.
- Home Ownership Education Classes** provides detailed information and personalized assistance to those individuals and families interested in purchasing a home.
- **Transportation** The Transportation Program's primary purpose is to promote self-sufficiency by providing York County residents with a means to get to work and/or services and resources which otherwise would not be accessible. Services are provided throughout York County, with reduced rates or free service available to eligible individuals.
  - Local Rides:** routes take residents to the closest regional shopping and medical destinations on scheduled days of the week for each town served. Riders are provided curb to curb service from their residence with a return trip an hour or more later. Reservation required.

- Orange Line:** Orange Line is a year-round shuttle service that operates 7 days a week between Sanford and Wells. The shuttle stops at several popular shopping and dining destinations in Wells and Sanford.
- Sanford Transit:** Provides year-round in-town service from Springvale to South Sanford with designated stops, route deviation, and connecting services.
- Volunteer Driver Program:** provides contracted transportation for children and families receiving case management from DHHS or Child Development Services and other private contracts as well as limited medical, non-emergency transportation for individuals that cannot be served on public transportation routes
- WAVE: Wheels to Access Vocation & Education:** Provides premium year-round, curb to curb service connecting Sanford-Biddeford and Sanford-Wells. Advanced reservation required.
- Shoreline Explorer:** A trolley and bus service to help tourists and others get around in southern Maine during the summer months.
- Southern Maine Connector:** Provides year-round service from Springvale to Saco. Operates Monday – Friday. Times are approximate.
- KITT—Kennebunk In Town Transportation:** Operates on Tuesdays only. Times are approximate.
- Connecting to Cancer Care Program** will provide transportation services to any York County resident needing assistance getting to cancer care at area facilities. Advanced reservation required.
- Nasson Health Care** YCCAC’s healthcare program provides quality medical, dental and behavioral health care for all residents of York County.
- Nasson Health Care** is a community-based health center based in Springvale, Maine. There is a satellite clinic in Biddeford. Our dedicated and highly-qualified medical, dental and behavioral health providers are committed to providing a professional and compassionate healthcare experience.

- ❑ Nasson Health Care is a medical “home,” offering quality medical, dental and behavioral care under one roof.
- ❑ Same day appointments are available. We accept MaineCare, Medicare, and commercial insurance. For patients without insurance, we offer a sliding scale discount based on household income. No one will be denied services based on ability to pay.
- ❑ Nasson Health Care offers a bevy of enabling and indirect services, including advocacy, case management, and referral to specialty services.
- ❑ Services offered:
  - Physical Exams
  - Immunizations
  - Well-Child Check-Ups
  - Mental Health Services for individuals, families, couples, and elders
  - Health Education
  - Managing chronic diseases, including asthma and diabetes
  - Prescription drug assistance
  - Social Services—there is a social worker on-staff who addresses “other” client needs—e.g., housing, transportation issues, income needs, etc.

# MaineHealth

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## CARE AT HOME

November 29, 2022

Jodie Sanborn, Finance Director  
Town of Wells  
20 Sanford Rd  
Wells, Maine 04090

Dear Ms. Sanborn:

MaineHealth Care at Home appreciates this consideration for funding in fiscal year '23-'24. Last year, the Town of Wells provided \$4,000 to support its residents in need of home health and community care services. The funds were directly allocated to our Compassionate Care Program, which supports care for those who lack or insurance or are otherwise unable to pay for services. We are grateful for this support and respectfully request that the Town, once again, consider a contribution of \$6,000 to help offset this year's charity and uncompensated care of \$20,471.

### **History**

On May 1, 2016 HomeHealth Visiting Nurses joined with Kno-Wal-Lin Home Care & Hospice and Waldo Home Health & Hospice. Our founding organizations have more than 100 years of experience in serving our local communities with commitment and excellence. Today, MaineHealth Care at Home maintains its commitment to strengthening home health and hospice care for patients throughout an expanded service area. MaineHealth Care at Home (MHCAH), is a licensed 501(c)(3) not-for-profit organization, and a leading provider of home health and hospice services in an expanded service area that includes Cumberland, York, southern Oxford, Lincoln, Waldo, and Knox Counties.

### **Program Services**

Our home-based healthcare services which include skilled nursing, physical, occupational and speech therapies, home health aides, counseling, and palliative care allow patients and families to receive necessary and cost-effective health care in the comfort home. In addition, our presence in the home allows clinicians to identify and address needs such as fuel assistance or inadequate food and nutrition and potential abuse or neglect.

In the MidCoast region, we offer hospice care for patients seeking comfort, relief and dignity at the end stages of life. These services are delivered in the home, assisted living centers, nursing homes, hospice facilities or hospitals. In addition, we operate the Sussman House, an in-patient hospice facility located in Rockport Maine, providing compassionate care and symptom management in a tranquil, home-like setting. Our agency continues to see a bulk of the home health referrals from local MaineHealth system hospitals including Maine Medical Center, Southern Maine Health Care, Pen Bay Medical Center, and Waldo County General Hospital.

MHCAH is the lead provider of home based pediatric services. Our Skilled Pediatric Program provides a full range of home health services to medically fragile children, many of whom are facing the challenges of cancer or other serious diseases.

**Agency Highlights-**

COVID-19 Since the beginning of the COVID-19 pandemic, MaineHealth Care at Home has played an active and involved role in the health system with respect to home health care. With public health restrictions significantly limiting the availability of services within facilities, home health care has offered a safe and effective alternative for many patients in need of direct, skilled care. MaineHealth Care at Home has serviced a census of COVID-positive patients since May of 2020, ensuring an effective continuity of care for patients discharged from other sites and limiting the incidence of viral spread within hospitals and other congregate settings.

**Funding Need**

As a not-for-profit home health care organization, we have the privilege and responsibility of serving those patients who might otherwise not receive necessary health care. Our position within the MaineHealth family is unique, as we have retained our own Board of Directors and function under our own budget. As such, we are self-reliant financially, and depend on philanthropic gifts, municipal contributions, and other sources to deliver on our promise to care for our diverse set of patients across our service area.

Each year, town contributions allow us to provide free and reduced fee health care to residents who lack insurance or other resources to pay for care. Town funds help us leverage funding from other municipalities, community foundations and United Way organizations.

As the enclosed statistical summary indicates, we cared for 198 residents last year, for a total of 2,185 visits and tests. Our commitment to serving Wells remains strong. We continue to seek and receive referrals from area hospitals, assisted living facilities and physician offices. In delivering this care, we provided \$20,471 of charity/uncompensated government care to residents of Wells.

Please feel free to reach out to me with any questions. On behalf of the patients in your town who will benefit, thank you for your consideration and generous support over the years.

Sincerely,



Roy Garland  
Marketing & Development Coordinator

# MaineHealth Care at Home Request to the Town of Wells '23-'24

## Wells

Prior Year Appropriation           \$       4,000

**Proposed Appropriation --       \$       6,000**  
**Uncompensated Cost of Care     \$       20,471**

### **SERVICES TO THE COMMUNITY**

	Residents Served	Number of Visits/Days/ Tests	Total Program Cost	Community Charity Care	Uncompensated Mainecare Costs
Home Health Care (Visits)	104	2,084	\$ 470,852	\$ 1,771	\$ 16,327
Maternal & Child Health (Visits) (REIMBURSED BY STATE GRANT)	4	11	\$ 2,151	0	0
Community Health (Tests)	90	90	\$ 6,475	\$ 2,373	\$ -
<b>TOTALS</b>	<b>198</b>	<b>2,185</b>	<b>\$ 479,478</b>	<b>\$ 4,143</b>	<b>\$ 16,327</b>

## Municipal Funding Overview

	'19-'20	'20-'21	21 22
<b>Cumberland County:</b>			
Baldwin	\$3,200	\$900	3 200
Brownfield	\$250	\$500	500
Cape Elizabeth	\$2,375	-	
Casco	\$4,000	\$4,500	2 00
Cumberland	\$500	-	
Denmark	\$500	\$500	500
Falmouth	\$5,000	\$5,000	000
Freeport	-	-	
Fryeburg	\$1,000	\$1,000	1 000
Gray	\$2,500	\$2,500	2 500
Naples	\$1,000	\$1,000	1 000
North Yarmouth	\$500	\$500	500
Porter	\$1,500	\$1,500	1 500
Sebago	\$500	\$500	500
Standish	\$500	-	
Westbrook	\$7,200	-	
Windham	\$500	\$1,000	1 500
Yarmouth	\$700	\$1,000	00
<b>York County:</b>			
Acton	-	-	
Alfred	\$750	-	
Arundel	\$1,450	\$2,000	1 50
Buxton	\$750	\$1,000	1 000
Cornish	\$500	\$1,000	1 000
Eliot	-\$2,000	\$2,000	

Hollis	\$1,850	\$925	1 850
Kennebunk	\$2,500	\$2,500	3 000
Kennebunkport	\$1,000	\$1,000	2 500
Limerick	\$500	\$500	500
Limington	\$2,700	\$2,700	2 00
Lyman	-	-	
North Berwick	\$7,600	\$5,500	5 000
Parsonsfield	\$2,000	\$2,000	2 000
Shapleigh	\$2,000	\$2,000	2 000
Wells	\$6,000	-	000
York	\$2,000	\$3,250	2 500

**MAINEHEALTH CARE AT HOME**

**Statements of Operations**

**Years Ended September 30, 2021 and 2020**

	<u>2021</u>	<u>2020</u>
Revenue:		
Net patient service revenue	\$ <b>32,027,991</b>	\$ 28,407,365
Other revenue	<u>3,306,927</u>	<u>2,723,009</u>
Total unrestricted revenues and other support	<u><b>35,334,918</b></u>	<u>31,130,374</u>
Expenses:		
Salaries	<b>19,819,111</b>	19,369,285
Employee benefits	<b>5,299,247</b>	4,887,290
Supplies	<b>1,631,287</b>	1,474,147
Professional fees and purchased services	<b>5,754,035</b>	4,889,371
Facility and other costs	<b>2,249,409</b>	2,191,241
Interest	<b>20,944</b>	25,387
Depreciation and amortization	<u><b>519,324</b></u>	<u>549,853</u>
Total expenses	<u><b>35,293,357</b></u>	<u>33,386,574</u>
Loss from operations	<u><b>41,561</b></u>	<u>(2,256,200)</u>
Nonoperating gains:		
Gifts and donations - net of related expenses	<b>6,255</b>	115,926
Interest and dividends	<b>62,776</b>	81,755
Increase in fair value of investments	<u><b>1,078,328</b></u>	<u>419,222</u>
Total nonoperating gains	<u><b>1,147,359</b></u>	<u>616,903</u>
Excess (deficit) of revenues and nonoperating gains over expenses and increase (decrease) in net assets without donor restrictions	<u><u><b>\$ 1,188,920</b></u></u>	<u><u>\$ (1,639,297)</u></u>

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The accompanying notes are an integral part of these financial statements.



## HISTORICAL SOCIETY OF WELLS & OGUNQUIT

*Preserving Treasures of the Past as an Investment for the Future*

November 15, 2022

Bill Giroux, Town Manager  
Town of Wells  
PO Box 398  
Wells, ME 04090-0398

Dear Bill,

On behalf of the Board and staff, members, and friends, I would like to thank the Town of Wells for its vital and continued support of our mission of “Preserving Treasures of the Past as an Investment for the Future.” As we shared with you, this past year has been a refreshing change as more businesses open and visitors return to enjoy the many cultural offerings in our community.

Each year we face the challenges involved in the upkeep of our historic Meetinghouse, the preservation and enhancement of our artifacts and archival material, and adoption of the best technology to help us achieve these aims. The cost in these areas is ever increasing and falls entirely on the HSWO. ***We are the only cultural organization focusing on the common history of Wells & Ogunquit and believe we are an integral part of this community.*** We hope our fellow residents and seasonal visitors will agree that the work we do is valuable and that we play an important role in preserving the quality of life in Wells and in telling its story.

This letter is a request for funds from the Town of Wells for the 2023-24 fiscal year to assist in the operation of The Historical Society of Wells & Ogunquit. While we are assiduous in our fundraising efforts, the funding provided by the Town of Wells is essential to our continued operation. We are grateful for your consistent support and respectfully request an increase in the funding provided to us in recent years. We ask that the Town provide funds in the amount of \$23,000. We do not make this request lightly, and can assure Wells residents and leaders that these funds will provide vital support for our mission.

The Historical Society of Wells and Ogunquit is also asking the Wells Board of Selectmen to approve an article to be placed on the warrant of the next town meeting to fund the *Meetinghouse Steeple Repair and Painting Project*. This project includes repairing a rotting finial on top of the steeple and repainting the entire tower and steeple. We request that Wells make a contribution proportionate to the annual funding we receive from you: one third from Ogunquit and two thirds from Wells. The steeple is the most visible feature of the historic meetinghouse church and is a regional landmark. As such, its preservation is one of our top priorities. The total project cost is \$30,000. According to the formula, we would ask Ogunquit voters to approve \$10,000, and Wells voters to approve \$20,000. Please see the attached Capital Plan Update for additional information.



## HISTORICAL SOCIETY OF WELLS & OGUNQUIT

*Preserving Treasures of the Past as an Investment for the Future*

The Society saw increased visitation this year as people are once again traveling and exploring our seacoast communities. We welcomed patrons from both Wells and Ogunquit, and from around the world and our staff was pleased to offer museum tours, programs for adults and families, and valuable research assistance. Meaningful connections were made with every visit and occasionally distant relatives met for the first time.

Woodies in the Cove returned for its 11<sup>th</sup> year, once again drawing hundreds of visitors from all over New England, and antique car owners from around the nation. We had significant sponsorship from the Wells business community, including many long-term supporters. Woodies is our most popular and successful event. People of all ages gathered to view this ‘rolling museum’ of stunning antique cars, before bidding them well on their parade along Post Road and Perkins Cove. Summer in Wells and Ogunquit would not be the same without this treasured experience, which raised \$6,000 for the Historical Society.

Our Board of Directors includes nine members and represents both the Wells and Ogunquit communities. Each member brings unique talents and is dedicated to sharing local history, preserving our landmark building, and growing our organization. We are also supported by a team of volunteers who dedicate their time each week for research, maintenance, tours, development, and organizing our archives. We could not complete our mission without their valuable contribution.

Our fundraising efforts continued with a generous matching donation this year from Wells residents, Howard and Joanne Hall. The Halls are matching up to \$50,000 to help us completed projects in our capital plan. The support the community has been very strong and to date we have raised \$37,000 with a deadline of December 31<sup>st</sup>. We also continued to receive proceeds from program ticket sales and rental fees for the Meetinghouse, membership dues, as well as the generosity of donors throughout the year.

We were pleased to work with our community partners this year like the Wells Public Library, the Wells Chamber of Commerce, and the Town of Wells. We welcomed the opportunity to represent the Historical Society at public events like Wells Harbor Fest and on election day, and we hosted both Wells and Ogunquit Chambers for a Business After Hours event in the Historic Meetinghouse. We are grateful to our many business sponsors who donate goods and services to make these events a great success. The HSWO hosted the only children’s event during the Christmas by the Sea weekend which was attended by 17 children and more than 20 caregivers. We look forward to hosting this special event again this year.

We work hard as a cultural organization to preserve and bring to life the history of Wells and hope that you will agree that the funds you have provided to us in 2022 have been well spent. I have attached our Society’s most recent financial report. I will be happy to answer any questions you may have: I can be reached by phone at (207) 645-1663 or by email at [sgoodman1@mtb.com](mailto:sgoodman1@mtb.com).



## HISTORICAL SOCIETY OF WELLS & OGUNQUIT

*Preserving Treasures of the Past as an Investment for the Future*

Our Board of Directors and I hope that we have demonstrated to you that the Town of Wells is receiving value for the funds which it grants to our Society, and that you will allocate \$23,000 to support us in fiscal year 2023-24, as well as putting on the warrant our *Meetinghouse Steeple Repair and Painting Project* to approve the amount of \$20,000.

Sincerely,

Suellen Goodman, Chairwoman of the Board

Attachments:

1. HSWO 5-Year Capital Plan Update
2. HSWO Financial Statement



**5-YEAR CAPITAL PLAN**  
**HISTORICAL SOCIETY OF WELLS & OGUNQUIT**  
***UPDATE Fall 2022***

*Respectfully Submitted by:*

HSWO Board of Directors

Bryce Waldrop, Executive Director

Historical Society of  
Wells & Ogunquit  
938 Post Road  
Wells, Maine 04090  
(207) 646-4775  
[info@wohistory.org](mailto:info@wohistory.org)

*“Preserving the treasures of the past as an investment for the future.”*

For more than fifty years, the Historical Society of Wells & Ogunquit has made its home in the iconic 1862 First Church Meetinghouse. The Meetinghouse Museum contains artifacts from the native Abenaki people, local families, fishermen, farms, artists, and businesses, and tells the enduring story of Wells & Ogunquit. The Meetinghouse is also the home of the Esselyn Perkins Library, one of the finest genealogical collections in Southern Maine. The library contains family histories, extensive historical references, as well as town histories for Maine and New England.

We serve the community in numerous areas of research, study, education, and outreach that pertain to the towns of Wells & Ogunquit, the State of Maine, and New England. The building, archives, libraries, and collections that we preserve speak to local, national, and international historical narratives that contribute to the development of our culture and society.

To ensure our historic resources and programs continue to serve the community for the next half-century, or more, the Board of Directors has prepared the following 5-Year Capital Plan. Our plan addresses the needs and goals of the HSWO, including building repairs, infrastructure upgrades, and program improvements. Each project is in-keeping with the Society’s mission and goals of preserving the treasures of the past and sharing these cultural resources with all generations. We intend to seek funding for these projects through a combination of civic/town grants, private foundations, fundraising, events, and our annual fund appeal. The HSWO will keep its plan and priorities under review, and present annual updates to our community partners.

## **2022-2023 Board of Directors & Staff**

Suellen Goodman, Chairwoman

Robin Millward, Board Member

Heidi Soper, Vice-Chair

Rachael Kloss Pawlik, Board Member

Marilyn Stanley, Treasurer

Sean Roche, Board Member

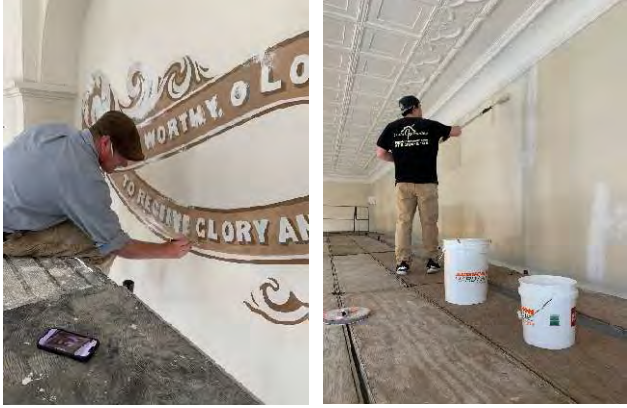


Irene J. Crocker, Board Member

Julie Twombly, Board Member

Chuck MacDonald, Board Member

Bryce Waldrop, Executive Director

**Recently Completed Capital Projects**

	<p><b>Plaster Repair and Painting Project 2022</b>  <b>\$29,040 Project Total</b>                  (Davis Foundation Matching Grant)</p> <p>All interior plaster surfaces in the Meetinghouse were repaired and repainted. The mural, which is original to the structure, was restored by a local artist.</p> <p><i>Mission Focus: Preserving our Building &amp; Site</i></p>
	<p><b>Meetinghouse Heat Pump Installation 2021-2022</b>  <b>\$30,000 Project Total</b>                  (\$21,000 provided by Ogunquit and Wells)</p> <p>Heat pumps were installed in the Meetinghouse, providing both heat and air conditioning and vastly improving collections care, visitor comfort, and sustainability.</p> <p><i>Mission Focus: Respecting our Environment</i></p>
	<p><b>Insulation Project 2020-2021</b>  <b>\$26,000 Project Total</b>                  (Funding provided by Ogunquit and Wells)</p> <p>Following an energy audit, HSWO installed batt insulation in the floors and attics of the Meetinghouse and Museum spaces, and insulated existing ductwork. This project improved energy efficiency and reduced our heating costs.</p> <p><i>Mission Focus: Respecting our Environment</i></p>

# 5-Year Capital Plan *UPDATE*

The following figures are based on contractor cost estimates and prior experience with similar projects. Estimates will be updated annually as projects are further developed or completed.

CAPITAL PROJECT	SCOPE	COST	MISSION FOCUS AREA
<b>Meetinghouse Steeple Repair and Painting</b>	Repair the rotting finial at the top of the steeple and paint the exterior of the tower.	<b>\$30,000</b>	Preserving Our Building & Site
<b>Pest Exclusion and Cleaning of Attic and Tower</b>	Remove and exclude existing pests from attic and steeple, clean the remaining areas.	<b>\$6,000</b>	Preserving Our Building & Site Respecting Our Environment
<b>New Chair Lift for Interior Stair</b>	Install new chair lift to replace existing lift which is in disrepair and is no longer able to be serviced.	<b>\$5,000</b>	Serving Our Community -Physical Accessibility
<b>Sill Repairs for Library &amp; Meetinghouse</b>	We are working with a local contractor to assess two sections of sill in the NW corner of the Historic Meetinghouse and the north side of the museum / library which a preliminary inspection shows to be potentially affected by rot and in need of repair / replacement.	<b>TBD</b>	Preserving Our Building & Site
<b>Chandelier Repair</b>	Remove, rewire, and reinstall the existing, historic chandelier in the Meetinghouse Balcony.	<b>\$3,500</b>	Preserving Our Building & Site

The Historical Society of Wells and Ogunquit  
**Balance Sheet**  
As of November 8, 2022

	<u>Nov 8, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Annual Fund 4315	20,543.24
Grants Fund 3473	28,095.24
M&T Savings 6742	23,043.74
M&T U.B. Ckg 4981	26,486.34
Ring the Bell 8595	4,577.47
	<hr/>
<b>Total Checking/Savings</b>	102,746.03
<b>Other Current Assets</b>	
Inventory Asset	1,518.52
Petty Cash	123.21
Securities 3473	60,281.00
	<hr/>
<b>Total Other Current Assets</b>	61,922.73
	<hr/>
<b>Total Current Assets</b>	164,668.76
<b>Fixed Assets</b>	
<b>Property, Plant &amp; Equipment</b>	
Accumulated Depreciation	-65,281.32
Property, Plant & Equipment - O...	196,912.32
	<hr/>
<b>Total Property, Plant &amp; Equipment</b>	131,631.00
	<hr/>
<b>Total Fixed Assets</b>	131,631.00
	<hr/>
<b>TOTAL ASSETS</b>	<b>296,299.76</b>
	<hr/> <hr/>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Payroll Liabilities	1,379.38
Sales Tax Payable	69.31
	<hr/>
<b>Total Other Current Liabilities</b>	1,448.69
	<hr/>
<b>Total Current Liabilities</b>	1,448.69
	<hr/>
<b>Total Liabilities</b>	1,448.69
<b>Equity</b>	
Opening Bal Equity	838.52
Retained Earnings	239,655.66
Net Income	54,356.89
	<hr/>
<b>Total Equity</b>	294,851.07
	<hr/>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>296,299.76</b>
	<hr/> <hr/>



YCSPI

HOPE STARTS HERE

24 George Road Alfred ME 04002 | P: 207-324-1137 | E: info@ycspi.org | yorkcountysHELTERprograms.com

## York County Shelter Programs Appropriation Request

Request Amount - \$4,000

Attached:

- Fundraising/Activities
- Cover Letter
- Food Pantry Boxes By Town
- Financial Statements

For any questions or concerns please contact

Bonnie Leslie at [Bleslie@ycspi.org](mailto:Bleslie@ycspi.org) or by phone at 207-324-1137

## Town of Wells Appropriation Request

### Schedule of charges for just of service:

We at York County Shelter Programs assist people who meet the criteria of homelessness and addiction without and regardless of the ability of these individuals to pay. If someone has the ability to pay we do charge a client fee. Additionally we ask that all members of the community contribute in some way to the organization, whether it be sweeping an area or food service or writing thank you notes to our generous donators.

If the individual does not have the ability to pay for service we are able to help these individuals through case management, job training, and assisting them in becoming independent and self-sustaining members of society.

### Fundraising Activities:

- Annual Appeal
- Apple Festival
- Fall Appeal
- Annual Walk/Run
- Book Store – Books Revisited

### Other Funding Sources:

- Local Appropriations
- Grants
- State Revenue
- Donations



YCSP

HOPE STARTS HERE

24 George Road Alfred ME 04002 | P: 207-324-1137 | E: info@ycspi.org | yorkcountyshelterprograms.com

First and foremost, thank you all for your support of York County Shelter Programs. Your support has meant a great deal to our agency and has helped us to assist some of our most vulnerable neighbors.

Maine ranked first in the nation in terms of childhood food insecurity – with approximately 50,000 children living without adequate access to food. And Feeding America estimates that 182,000.00 Mainers have experienced hunger in this past year alone.

On a local level, York County Shelter Programs has seen a 30% increase in need at our food pantry since March 2020 (the start of COVID-19 in Maine). We have seen a sharp increase in our aging neighbors, families, and single adults without adequate access to food. As a result of this clear increase in needs, we launched a mobile meals kitchen in Sanford twice per week so that we can offer our neighbors hot meals.

In 2021 our Food Pantry proudly provided more than ten-thousand food boxes to neighbors in need and additionally served over three-thousand hot meals from our mobile meals kitchen in Sanford alone.

Local Municipalities have helped to make all of these services possible for many years and I am hoping that your community will continue helping to support our feeding programs by considering York County Shelter in your Budget

If you have any questions at all, please feel free to contact me at [bleslie@ycspi.org](mailto:bleslie@ycspi.org) or on my cell phone at 207-274-8161.

Thank you for your time and for your consideration.

Sincerely,

*Bonnie Hestie*



# York County Shelter Programs 2021 Municipal Statistics



Municipality						Wells, Maine										
Pantry Food Boxes 2021						20										
Residential Clients Served 2021						19										
Programs Used						Adult & Family Shelters, York County Food Pantry										
Month & Holiday	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Thanksgiving	Christmas	Totals	
Food Boxes	0	4	3	2	0	0	0	0	0	0	0	0	4	7	20	



Tel 207-985-5975  
Fax 207-985-1758

57 Portland Road, Unit #4  
Kennebunk, ME 04043  
www.kidsfreetogrow.org

Town of Wells  
208 Sanford Road  
Wells, Maine 04090

December 8, 2022

Town of Wells,

Kids Free to Grow provides outreach services in your community to parents, children, and professionals at the preschools, library, and community spaces. This year we have offered programs through Zoom and in person for Town of Wells residents. Our organization takes a three-prong approach to prevention of child abuse and neglect through evidence-based programs for parents/caregivers/children and professional partners. Our mission is to prevent child abuse and neglect in York County by empowering families.

Over the past year, Kids Free to Grow reached over 7,000 unduplicated individuals in York County through our prevention programs and professional training. The work has shifted during the pandemic, and we are providing prevention in person and through virtual technology. This has allowed the staff to reach more individuals who may not have been able to access our programs in the past either due to lack of transportation, lack of childcare, or other barriers.

We are proud of the work we have done and impressed by our community's resilience. Kids Free to Grow continues to offer programs at no cost to participants. Through the generous support from cities and towns of York County, annual appeal, and Golf Fundraiser along with grant funds allow this important work to continue. This year Town of Well residents participated in our Parent Programs through Zoom and college age students received prevention education in York County Community College. We served residents through evidence-based programs and many others through outreach efforts. Wells Residents planted pinwheel gardens at their homes in support of the national campaign to raise awareness for the prevention of child abuse and neglect.

Our volunteer Board of Directors, Daniel Cote of Saco, Marc Lamontagne of Old Orchard Beach, Adam Aucoin of Saco, Laura Campbell of Waterboro, Tony Correale, Portland, James Jaques, Biddeford, Andrew Laduke, Old Orchard Beach work many hours to support our mighty mission: To prevent child abuse and neglect by empowering children and families in York County. **Please consider this as our request for a financial contribution of \$1,500 for the 2024 Budget year.** Without your continued support, this prevention education would not have been possible for the residence of Wells.

  
Patrice Leary-Forrey: Director

Kids Free to Grow  
Approved Budget  
July 1, 2022 to June 30, 2023

	<b>TOTAL</b>
<b>Income</b>	
Donations & Fundraising	18,000.00
Municipalities	7,000.00
United Way	8,500.00
Grants	270,450.00
<b>Total Income</b>	<b>303,950.00</b>
<b>Direct Expense</b>	
Personnel Expense	214,943.75
Consultants	23,250.00
Occupancy	15,650.00
Depreciation	0.00
Printing & Publications	3,200.00
Supplies & Office Expenses	12,855.00
Insurance	7,500.00
Conferences & Meetings	1,100.00
Fees	885.00
Travel	4,258.00
<b>Total Expenses</b>	<b>283,641.75</b>
<b>Net Income</b>	<b>20,308.25</b>



# Wells National Estuarine Research Reserve

Research • Education • Stewardship

November 23, 2022

Jodie L. Sanborn, Finance Director  
Michael Pardue, Manager  
Town of Wells  
208 Sanford Road  
Wells, ME 04090

Dear Jodie and Mike:

Thank you for allowing us to once again request grant funds from the Town of Wells. For FY '24, we are requesting the same amount as this fiscal year: \$9,500.

The Town and the Reserve are close partners, and I have enjoyed working with everyone in municipal government – from the Town Manager and the Public Works Director and Fire Chief to the Planning Director and Code Enforcement Officer.

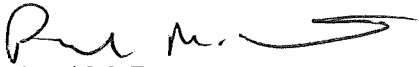
For years now we have worked closely with the Conservation Commission on protecting land, either through partnering on grants or by providing natural resource information and GIS services that have aided in the successive completion of projects. We have on many occasions opened our facilities and grounds to the town for community activities. For example, for over 10 years now, from spring through fall, we have been the training site for the Wells High School Track and Field Team and have hosted several meets with other schools. Last May (2022), we again opened our facility to the annual prom for Wells Junior High and High School. Our auditorium has always been open to town departments for a conference or a meeting, and many town employees and citizens have participated in workshops and other programs that cover natural resource management issues.

We apply for and receive restricted grants from a variety of sources to fund our science, education, and conservation efforts and programs. A preponderance of these funds cannot be used for projects other than their intended restricted purpose. The Town of Wells' funds allow us to accomplish projects that these grants would not allow, such as making needed facility improvements. Recent grants, for example, helped fund three electric vehicle charging stations, a new heating system for our Visitor Center, and a standby generator for our research center and auditorium.

If we are awarded FY '24 funds from the Town of Wells, we will use them to continue to make much-needed improvements to our Laudholm buildings and campus, including replacing the sills on our barn (auditorium) and repaving of our campus walkways and roads.

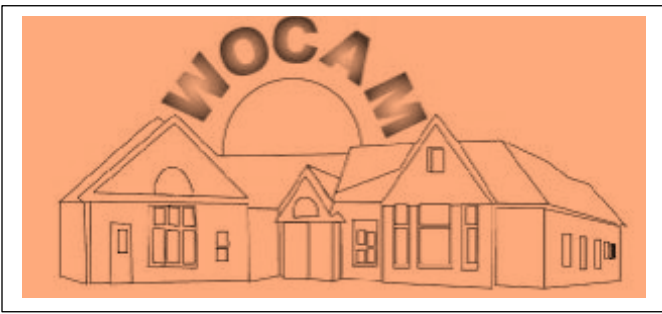
I am very proud of the great partnership the Wells Reserve and the Town created and have sustained since I arrived in this position 22 years ago. And I am grateful for the grants the Reserve has received in the past. Thank you very much for considering our FY '24 request. If you have questions or need further information, please call me at 646-1555, extension 124.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul M. Dest", with a long horizontal flourish extending to the right.

Paul M. Dest  
Executive Director

PS: I have attached a copy of financial statements from our most recent audit, Fiscal Year '21. Our FY '22 audit is currently underway with RHR Smith and will be completed in early January. More information about us and all our programs and projects can be found at [www.wellsreserve.org](http://www.wellsreserve.org)



**WOCAM BOARD OF DIRECTORS**

Kathy Chase 2023, Ch.	Ray Farnham, 2024
Jennifer Sylvester 2023, V. Ch	Greg Cuzzi, 2023
George Hersom, 2025	Peter Kahn, 2024
Lorraine Moulton, 2024	Larry Dyer, 2025
Anna Lamberti, 2023	

Wells Board of Selectmen  
 Michael Pardue, Wells Town Manager  
 Wells Budget Board Review Committee  
 208 Sanford Road  
 Wells, ME 04090  
 12/9/2022

Senior Needs Committee of Wells and Ogunquit  
 300 Post Rd. Wells  
 PO Box 987, Wells, Maine 04090

**Mission Statement**  
*"To promote the well-being of Senior Citizens in Wells and Ogunquit, regardless of sex, creed, race, religion, or the ability to pay."*

Dear Selectboard,

The Senior Needs Committee of Wells and Ogunquit, a 501(c)3 organization dba The Wells Ogunquit Senior Center is requesting a grant from the Town of Wells in the amount of \$20,000.00 for the fiscal 2023-2024 budget cycle. This is the same grant amount we received last year (2022/2023).

We are an active, vibrant Senior center with nearly 500 members plus guests, providing programs including education, exercise, life experience, entertainment, health needs, and more as well as luncheons and events that allow our older population to socialize, become community informed, be healthy and meet new friends. Wells residents are most of the membership -by far.

The Senior Needs Committee, as an independent 501 (c)3 nonprofit, is owned and operated by its members. The center is governed by a members elected, nine-member Board of Directors, has two part time employees (Center Director and Office Manager) and many, many member volunteers who contribute to our success.

Because we are responsible for raising our own funding through events, fundraisers, community donations and grants, it is a very busy place. We have been operating since 1998 under our nonprofit status and raised enough funds and grant money to build and open our facility in 2004. Since opening day on July 17<sup>th</sup>, 2004, we have been proudly meeting our budgets and financial obligations while growing our membership and providing much needed programs for our area older citizens. This year our heat & electric utilities costs, alone, have gone up over 60%. While we constantly add more fundraising events managed by our center’s volunteers, these kinds of increases impact our goals.

Your continued support will help us continue our mission.

We all appreciate the grants you have provided in the past and hope you recognize our value in -and to- the community by continuing your support this 2023-2024 fiscal year.

Thank you for the opportunity to apply for this grant.

Sincerely,

Kathy Chase, Chair *Kathleen D. Chase* 207-468-9747 And the full Board of Directors:

Jennifer Sylvester, Vice Chair, Ray Farnham, Larry Dyer, Assistant Financial Administrator, Anna Lamberti, George Hersom, Peter Kahn, Lorraine Moulton and Greg Cuzzi



## Transportation Services

December 7, 2022

Jodie Sanborn, Finance Director  
Town of Wells  
208 Sanford Road  
Wells, ME 04090

RE: FY 2024 Budget Request

Dear Ms. Sanborn,

YCCAC provides several different transportation services for the residents, visitors and businesses in the Town of Wells. These include:

- The Shoreline Explorer seasonal services
- The WAVE
- Orange Line
- Local Rides Program (shopping and medical appointments)

Unfortunately for the 2022 season, we were unable to operate the Shoreline Explorer service due to the labor market situation and the lack of qualified drivers. This was a very difficult decision, as we know the importance of the service to the Town, its residents and visitors. We plan on increasing our wages for next season to remain competitive, and also continue to offer both a sign on bonus and a safe driver bonus.

Although not able to operate the SE, we utilized the seasonal drivers we were able to hire for increasing service on the Orange Line during this past summer. We added another bus to the route, and also extended the route to Wells Beach. We also simplified the schedule so that each stop is now at the same time each hour, which is much easier for riders to understand. The additional service was very popular, and led to an overall increase in ridership of 59% on the Orange Line this past year.

One big change for next season will be where the trolleys will be located during the Shoreline Explorer season. We received permission from both the Maine Turnpike Authority and the Town of Wells to stage our trolleys out of the Wells Transportation Center during the 2023 season. This will be a big help in terms of system efficiency, and also save on both expenses and time. For the 2021 season, we were unable to stage in Wells and all trolleys started and ended the service day in Sanford.

We were also able to provide scheduled shuttle services provided for the Harbor Fest on August 6<sup>th</sup> (51 riders).



## Transportation Services

Overall, ridership for our other services all increased during the past year, which is a sign that people are using the service more often after the height of the pandemic. Total ridership for 10/1/21 – 9/30/22 is shown below:

The WAVE – 32,203  
Orange Line – 11,171  
Local Rides - 348

This year, we are respectfully submitting our request for continuation of funding for support of the Shoreline Explorer, WAVE, the Orange Line and the Local Rides Program. We are committed to operating the Shoreline Explorer in 2023. Town funds will be matched by fares and advertising from area businesses that support the Shoreline Explorer system.

Request:

Shoreline Explorer	\$20,000
Local Rides/Orange Line/WAVE	<u>\$5,000</u>
	\$25,000

The Town's funding contribution is an essential part of YCCAC being able to sustain these services, and helps the agency provide the required local match for Federal funding. In addition to Wells, our transportation program also receives municipal funding from the City of Sanford (\$35,000) and the Town of Kennebunk (\$17,000).

We would be happy to provide any additional information or answer any questions.

Sincerely,

Tom Reinauer  
Transportation Program Director



## **SOUTHERN MAINE SNO-GOERS S.C.**

P.O. Box 1083 Sanford, Me. 04073

Jodie Sanborn  
Finance Director  
Town of Wells

December 6, 2022

Jodie,

The Southern Maine Sno-Goers Snowmobile Club is a volunteer club which maintains 28 miles of snowmobile trails in Sanford, Springvale, Alfred and Wells. We are in our 28th year as a volunteer group providing snowmobile trail access to hundreds of snowmobilers in Southern Maine. We are a registered non-profit organization with the State of Maine and are affiliated with the Maine Snowmobile Association and the State of Maine, Inland Fisheries and Wildlife, Bureau of Parks and Land. We currently have 41 members in our club, including 7 supporting business memberships.

We currently maintain approximately 3 miles of snowmobile trails in Wells and all of our trails are open for public to use. All of our trails are on private property and permission has been granted to us for snowmobile use during the winter months. While it is not mandatory for snowmobilers to join a local club, we certainly encourage it every year.

While we do acquire financial support through membership fees, grant funding from the State of Maine Bureau of Parks and Land as well as from the City of Sanford, our yearly trail expenses usually outweigh our income. For the 2022-2023 season, our projected income is \$14,460, of which, approximately \$9,500 comes from grants from the State of Maine, City of Sanford and the Town of Wells. Our projected expenses total \$21,766 leaving us a net difference of -\$7,306. This 2022-2023 season, \$10,525 has been allocated for hired labor and material to improve trails with excavation equipment.

We are asking the Town of Wells to grant to the Southern Maine Sno-Goers, \$1,000 from the snowmobile registration money that is returned each year to the Town of Wells from Inland Fisheries and Wildlife (\$6 per snowmobile registered). These funds will be used strictly for trail maintenance such as brushing, grading, grooming, gas, oil, bridge construction/repair and equipment purchases/repairs.

On behalf of the Southern Maine Sno-Goers, thank you for considering this request for financial support. Please feel free to contact me for any additional information that may be needed.

*James Roux*  
President  
Southern Maine Sno-Goers  
207-651-0415



# SOUTHERN MAINE VETERANS MEMORIAL CEMETERY ASSOCIATION

83 Stanley Road, Springvale, Me 04083  
southernmaineveteranscemetery.org  
Email: SMVMCA198@gmail.com

October 27, 2022

Chairman  
Dick Langlais

Vice Chairman  
Kevin Warden

Treasurer  
Curtis Mills

Secretary  
Ron Rivard

Trustees  
Ray Parent  
Bob Champagne  
Roger Watson

Ex Officio  
Melissa Willette

Board Members  
James E. N. Bachelder  
Dale Midgely  
Penny Mills  
Angela LeBlanc  
Jessica Violette  
John Flagler  
Linda Smilie  
Dan Caron  
Nadine Gookin  
David Contois  
Bruce Knight  
Joe Doiron

**Ms. Jodie L. Sanborn**  
Finance Director  
208 Sanford Road  
Wells, ME 04090

Dear Ms. Sanborn,

Despite the vagaries of the pandemic, the Southern Maine Veterans Memorial Cemetery Association has achieved many deeds.

The POW-MIA Memorial was dedicated on September 24, 2022 with a most meaningful ceremony attended by family members of MIA veterans. It has quickly become a local landmark for visitors and is a tribute to all who have served and have never returned.

SMVMCA relies upon donations from communities such as yours in order to enhance and beautify this hallowed ground. Improvements are not funded by the state and federal government and with your help, we will be able to complete our current and future projects in a timely and efficient manner.

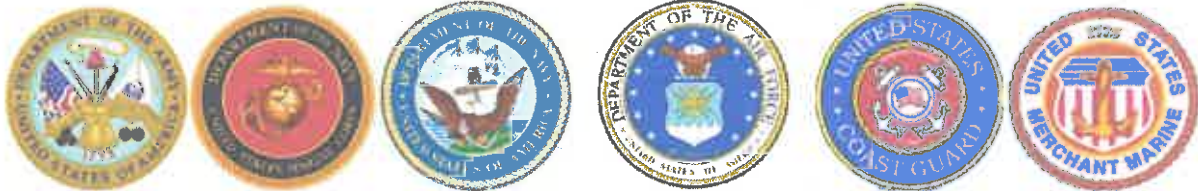
This veteran's cemetery opened in August of 2010 and the remains of 2074 veterans and/or spouses are currently interred. Of this number approximately 85 are from Wells.

We are most grateful for your past support and ask that you continue supporting us by matching last year's donation of \$1500.00. Any amount will be greatly appreciated.

Sincerely,



Angela LeBlanc  
Development





November 2022

Jonathan Carter, Town Manager  
Town of Wells  
208 Sanford Rd  
Wells, ME 04090-5534

Dear Jonathan,

Every town, city, plantation, and municipality in Maine is unique but a common thread ties us all together: **no matter where we live, Mainers recognize our great state as one large, connected community with shared attitudes of hard work, compassion, and the willingness to help a neighbor in need.** Similarly, the state's emergency critical care and medical transport system has its own community, with the shared goal of providing every Mainer the opportunity for the best possible outcome on what is often the worst day of their life. **Each partner plays an integral role, including LifeFlight, and together we form the chain of survival.**

LifeFlight of Maine is the state's only emergency air ambulance service, with three helicopters, an airplane, and specialty ground vehicles equipped as fully functioning mobile intensive care units. Our Crews bring advanced skills, medical technology, pharmacy, and blood directly to a patient's side, wherever they may be. We do this in partnership with the many 911 dispatchers, fire/rescue, EMS, public safety, law enforcement, and hospitals across the state.

Since its founding 24 years ago, LifeFlight has safely transported more than 35,000 patients regardless of location, insurance status, or the ability to pay for care. These transports include patients of all ages and across all points in Maine. **Since 1998, 72 residents of Wells have been cared for by LifeFlight,** with 9 in the past year. In addition, LifeFlight has made 9 scene calls to your community to support local fire/rescue and EMS partners.

LifeFlight, a non-profit organization, is among the most efficient providers of critical care air medical services, with the lowest costs and charges in New England. To maintain these standards, we rely on support from various funding sources, including individuals, businesses, foundations, and communities. Each year we reach out to every municipality in the state and invite them to support our Community Giving Campaign to ensure that the LifeFlight teams can continue to answer the call for help for Mainers, 24/7/365.

Last year, 194 communities donated a total of \$124,234. **This year, we need Wells, and every community across Maine to come together to help us reach our collective goal of \$125,000. Please consider a gift of \$2,000, which is a rate of \$0.25 per capita, or any amount that is appropriate within your budget.**

Your support helps LifeFlight operate and maintain a safe, fast, and reliable fleet, provide critical care education to the team and partners around the state, upgrade and replace advanced medical equipment, and enhance Maine's aviation infrastructure. **In a serious emergency, every minute counts, and in meeting Maine's need for critical care, the gifts we receive from Maine communities are symbolic of the thread that ties all Mainers together.**

We have enclosed FAQs about LifeFlight, a map of Maine transport locations, and a map of Maine communities that have supported us. **Please contact Ashley MacMillan at The LifeFlight Foundation at [amacmillan@lifeflightmaine.org](mailto:amacmillan@lifeflightmaine.org) or 207-357-5508 with any questions.** If you need additional information or a specific town application form is required with this request, please let us know.

Sincerely,

Tom Judge  
Executive Director  
LifeFlight of Maine

Ashley MacMillan  
Director of Annual Giving  
LifeFlight Foundation

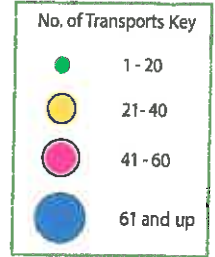
***P.S. If a past request was recently approved and an invoice is required, please contact us so we may submit the invoice.***



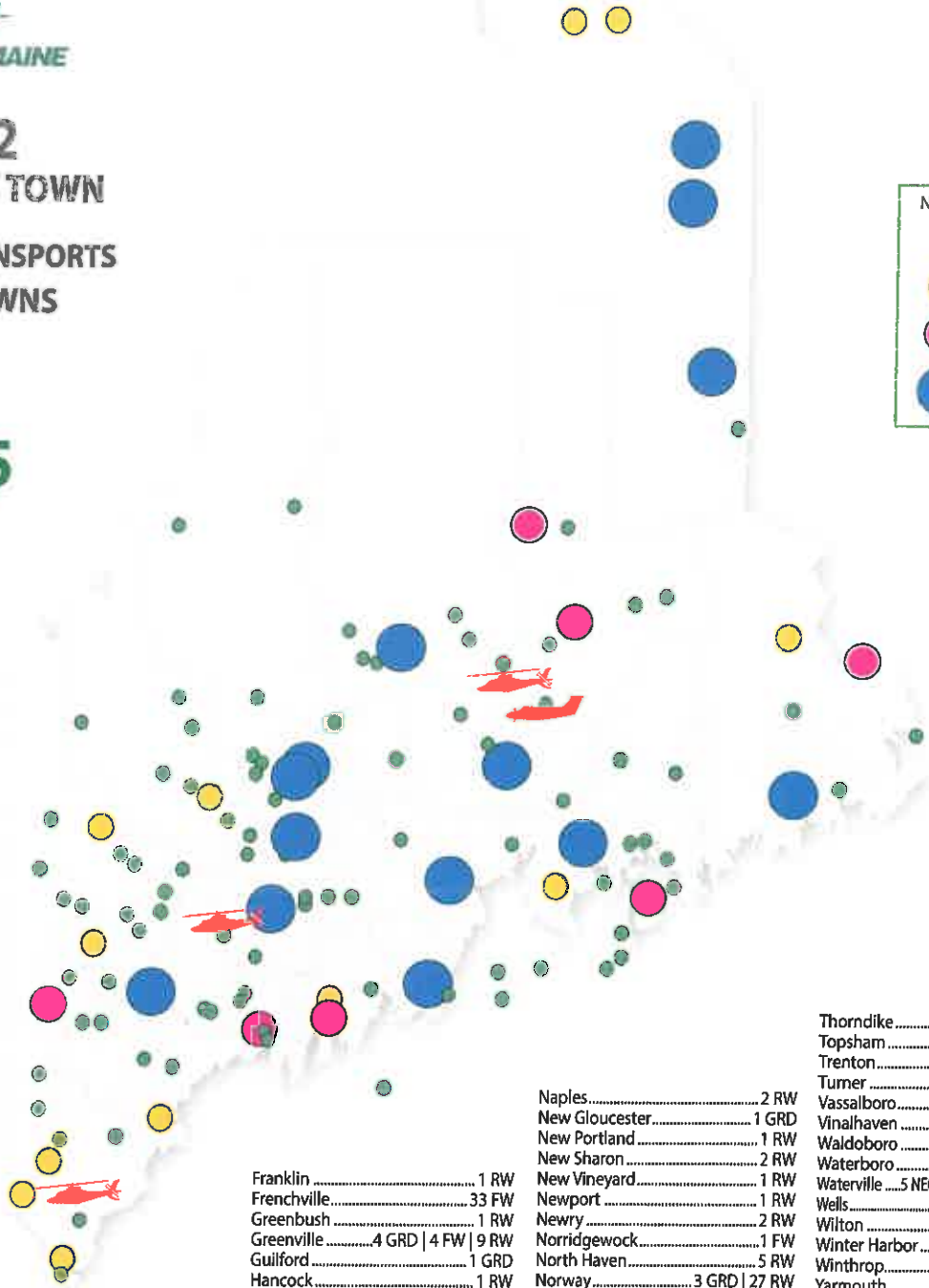
# FY 2022 TRANSPORTS BY TOWN

**2,508** TOTAL TRANSPORTS  
**124** MAINE TOWNS

**1** transport  
every **3.5**



93 transports from 20 towns in New Hampshire and Massachusetts



Abbot.....	1 RW
Andover.....	2 RW
Anson.....	1 RW
Auburn.....	5 FW
Augusta.....	11 NEO   21 GRD   7 FW   67 RW
Aurora.....	1 RW
Avon.....	2 RW
Baileysville.....	1 RW
Bangor.....	5 NEO   35 GRD   54 FW   38 RW
Bar Harbor.....	3 NEO   27 GRD   47 RW
Bath.....	1 RW
Beddington.....	1 GRD
Belfast.....	5 NEO   11 GRD   2 FW   60 RW
Bethel.....	1 GRD   1 FW   5 RW
Biddeford.....	12 GRD   28 RW
Bingham.....	2 RW
Blue Hill.....	11 GRD   21 RW
Bowdoin.....	2 RW
Bradford.....	1 GRD
Bridgton.....	13 GRD   39 RW
Brownville.....	2 RW
Brunswick.....	1 NEO   10 GRD   5 FW   43 RW

Bryant Pond.....	3 RW
Buckfield.....	1 GRD   1 RW
Bucksport.....	1 GRD
Buxton.....	2 RW
Calais.....	13 GRD   50 RW   1 RW
Canton.....	1 GRD   3 RW
Caribou.....	4 NEO   6 GRD   40 FW   26 RW
Carrabassett.....	1 RW
Cary Plantation.....	1 RW
Casco.....	2 RW
Corinth.....	1 RW
Cornish.....	2 RW
Damariscotta.....	1 NEO   4 GRD   33 RW
Dixfield.....	1 GRD   1 RW
Dover-Foxcroft.....	3 NEO   32 GRD   72 RW   1 FW
East Machias.....	1 RW
Eastport.....	4 FW
Ellsworth.....	12 NEO   38 GRD   46 RW
Enfield.....	1 GRD
Farmington.....	19 GRD   48 RW
Fort Kent.....	2 GRD   25 RW

Franklin.....	1 RW
Frenchville.....	33 FW
Greenbush.....	1 RW
Greenville.....	4 GRD   4 FW   9 RW
Guilford.....	1 GRD
Hancock.....	1 RW
Harmony.....	2 RW
Harrison.....	2 RW
Hartford.....	1 GRD
Houlton.....	1 NEO   13 GRD   28 FW   37 RW
Islesford.....	1 RW
Jackman.....	1 RW
Jay.....	1 GRD   1 RW
Kenduskeag.....	1 GRD
Kingfield.....	3 RW
Lee.....	1 RW
Lewiston.....	3 NEO   63 GRD   72 RW
Lisbon.....	1 GRD
Limerick.....	1 RW
Lincoln.....	23 GRD   34 RW
Litchfield.....	1 GRD
Lisbon Falls.....	1 GRD
Litchfield.....	1 RW
Livermore.....	2 RW
Lucerne.....	1 GRD
Machias.....	4 NEO   45 GRD   4 FW   50 RW
Madison.....	2 RW
Medway.....	1 RW
Millinocket.....	1 NEO   13 GRD   9 FW   24 RW
Milo.....	1 RW
Monhegan.....	4 RW
Monson.....	1 RW

Naples.....	2 RW
New Gloucester.....	1 GRD
New Portland.....	1 RW
Newport.....	2 RW
New Sharon.....	2 RW
New Vineyard.....	1 RW
Newry.....	1 RW
Norridgewock.....	2 RW
North Haven.....	1 FW
Norway.....	5 RW
Norway.....	3 GRD   27 RW
Oakland.....	1 RW
Owls Head.....	1 RW
Oxford.....	9 FW   3 RW
Palermo.....	2 GRD   1 FW   1 RW
Palermo.....	1 RW
Peru.....	2 GRD
Pittsfield.....	21 GRD   50 RW
Portland.....	4 GRD   4 FW   12 RW
Presque Isle.....	5 NEO   4 GRD   63 FW   44 RW
Princeton.....	25 FW
Rangeley.....	2 FW   2 RW
Readfield.....	1 RW
Rockport.....	16 GRD   1 FW   76 RW
Rockwood.....	1 FW
Rumford.....	19 GRD   53 RW
Sabattus.....	1 GRD
Sanford.....	10 GRD   1 FW   22 RW
Skowhegan.....	6 NEO   24 GRD   68 RW
South China.....	1 RW
Southwest Harbor.....	1 RW
Springfield.....	1 RW
Stonington.....	1 RW
Sullivan.....	1 RW
Sumner.....	1 GRD
Swans Island.....	6 RW

Thorndike.....	1 RW
Topsham.....	1 RW
Trenton.....	10 FW   1 RW
Turner.....	2 FW
Vassalboro.....	1 RW
Vinalhaven.....	13 RW
Waldoboro.....	1 RW
Waterboro.....	1 GRD   1 RW
Waterville.....	5 NEO   30 GRD   6 FW   81 RW
Wells.....	2 RW
Wilton.....	1 GRD
Winter Harbor.....	1 GRD
Winthrop.....	1 GRD
Yarmouth.....	1 RW
York.....	8 GRD   18 RW

**NEW HAMPSHIRE**

Berlin.....	7 RW
Chocorua.....	1 RW
Colebrook.....	1 RW
Concord.....	2 FW   2 RW
Dover.....	8 RW
Laconia.....	1 RW
Littleton.....	1 RW
Milton.....	1 RW
Milton Township.....	1 RW
North Conway.....	2 GRD   44 RW
Plymouth.....	4 RW
Portsmouth.....	1 FW   1 RW
Rochester.....	3 RW
Wakefield.....	1 RW
Wolfeboro.....	5 RW
Woodsville.....	1 RW

**MASSACHUSETTS**

Amesbury.....	1 RW
Bedford.....	1 FW
Nantucket.....	1 FW

NEO: Neonatal transports in partnership with Northern Light Eastern Maine Medical Center NICU team  
GRD: ground transports | FW: fixed wing (airplane) transports | RW: rotor wing (helicopter) transports



# SUPPORTING TOWNS

465 TOWNS IN MAINE

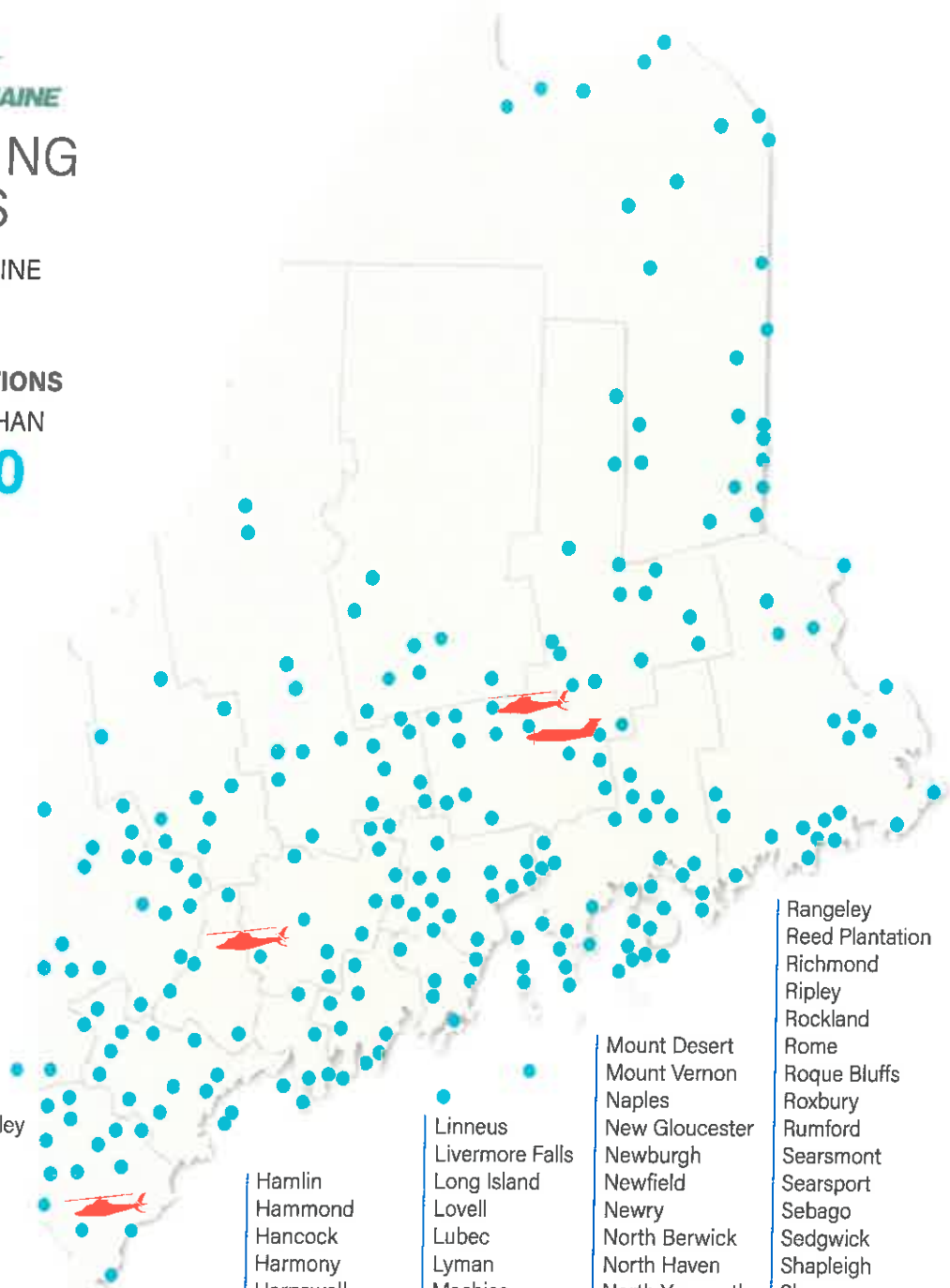
# 252

HAVE MADE DONATIONS

TOTALING MORE THAN

# \$714,500

as of September 15, 2022



- Abbot
- Acton
- Albion
- Allagash
- Alna
- Amherst
- Amity
- Andover
- Anson
- Appleton
- Arrowsic
- Atkinson
- Athens
- Avon
- Baldwin
- Bar Harbor
- Beddington
- Belfast
- Benton
- Biddeford
- Blue Hill
- Boothbay
- Bowdoin
- Bowerbank
- Bradley
- Bremen
- Bridgton
- Bristol
- Brooklin
- Brooksville
- Brownfield
- Bucksport
- Burlington
- Buxton
- Byron
- Calais
- Cambridge

- Camden
- Canaan
- Canton
- Caratunk
- Carrabassett Valley
- Carthage
- Cary Plantation
- Casco
- Castine
- Caswell
- Charleston
- Charlotte
- Chebeague Island
- Chester
- China
- Clifton
- Clinton
- Columbia Falls
- Cooper
- Corinth
- Cornish
- Cranberry Isles
- Crawford
- Crystal
- Cumberland
- Cutler
- Deblois
- Deer Isle
- Denmark
- Detroit
- Dexter
- Dixfield

- Dover-Foxcroft
- Dresden
- Durham
- Eagle Lake
- Eastbrook
- Edinburg
- Embden
- Etna
- Eustis/Stratton
- Exeter
- Freedom, ME
- Frenchville
- Friendship
- Fryeburg
- Garland
- Gorham
- Gouldsboro
- Grand Lake Stream
- Greenville
- Guilford

- Hamlin
- Hammond
- Hancock
- Harmony
- Harpowell
- Hartford
- Hartland
- Haynesville
- Hebron
- Hollis
- Houlton
- Howland
- Hudson
- Isle au Haut
- Islesboro
- Jackman
- Jonesboro
- Jonesport
- Kennebunkport
- Knox
- Lakeville
- Lamoine
- Lebanon
- Liberty
- Limerick
- Lincolnville

- Linneus
- Livermore Falls
- Long Island
- Lovell
- Lubec
- Lyman
- Machias
- Madawaska
- Manchester
- Mariaville
- Mars Hill
- Marshfield
- Masardis
- Matinicus
- Mattawamkeag
- Maxfield
- Meddybemps
- Medford
- Mexico
- Milford
- Millinocket
- Monhegan
- Monmouth
- Monticello
- Montville
- Moose River
- Moscow
- Mount Chase

- Mount Desert
- Mount Vernon
- Naples
- New Gloucester
- Newburgh
- Newfield
- Newry
- North Berwick
- North Haven
- North Yarmouth
- Norway
- Oriental
- Orland
- Orrington
- Osborn
- Otis
- Otisfield
- Owls Head
- Oxford
- Palermo
- Palmyra
- Parsonsfeld
- Passadumkeag
- Perham
- Phippsburg
- Pittston
- Plymouth
- Portage Lake
- Porter
- Prospect
- Randolph

- Rangeley
- Reed Plantation
- Richmond
- Ripley
- Rockland
- Rome
- Roque Bluffs
- Roxbury
- Rumford
- Searsmont
- Searsport
- Sebago
- Sedgwick
- Shapleigh
- Sherman
- Shirley
- Smithfield
- Solon
- Sorrento
- South Bristol
- Southport
- Southwest Harbor
- Springfield
- St Francis
- St George
- Stacyville
- Standish
- Steuben
- Stockholm
- Stockton Springs
- Stoneham
- Stonington
- Stow
- Strong
- Sullivan
- Sumner

- Swans Island
- Swanville
- Sweden
- Talmadge
- Temple
- Thomaston
- Thorndike
- Topsfield
- Tremont
- Trenton
- Upton
- Vanceboro
- Veazie
- Verona Island
- Vinalhaven
- Waite
- Wallagrass
- Waltham
- Warren
- Washburn
- Washington
- Waterboro
- Waterford
- Waterville
- Weld
- Wellington
- Weston
- Westport Island
- Whitefield
- Whitneyville
- Willimantic
- Wilton
- Windham
- Winsor
- Winn
- Winslow
- Winter Harbor
- Wiscasset
- Woodstock
- Woodville
- Woolwich
- York



## Ten Facts and Frequently Asked Questions about LifeFlight

- 1. LifeFlight is a private non-profit charitable organization with a public mission serving all of Maine.** We care for all patients regardless of insurance status or ability to pay for care 24/7/365 with helicopters based in Bangor, Lewiston and Sanford, a fixed-wing airplane based in Bangor, rapid response vehicles, and specialized ground ambulances. In FY2022 LifeFlight provided \$355,691 in uncompensated care, as well as significant discounts for Medicare and MaineCare patients.
- 2. In FY22, 2,508 patients were LifeFlighted from 145 communities,** islands, and unorganized townships— about 1 patient every 3.5 hours. LifeFlight has cared for more than 35,000 patients since September 1998.
- 3. What is the Community Giving Campaign?** Each year in the Fall, LifeFlight reaches out to every community in the state to ask for support. The request includes a suggested donation based on population; a \$1.00 per capita rate for towns that have up to 1,000 residents; a \$0.50 per capita rate for those with up to 2,000 residents; and a \$0.25 per capita rate for all others, with asks typically capped at \$2,000. The average gift size in 2022 was \$640, and some towns give generously beyond what they are asked.
- 4. How is LifeFlight funded?** LifeFlight operates much like a hospital emergency department, taking care of all patients and billing insurance companies. We contract with all major payers including Medicare, MaineCare and commercial insurers. Most of our operational expenses are covered by patient fees, but we rely on the LifeFlight Foundation to support the purchase of new aircraft, medical equipment, infrastructure, improvements, and to provide clinical education around the state.
- 5. LifeFlight helicopters, airplane, and specialty ground ambulances are equipped as fully functioning mobile intensive care units.** LifeFlight’s critical care teams bring the trauma center intensive care unit – skills, medical technology, pharmacy, blood, and more – directly to a patient’s side.
- 6. What types of patients do we transport?** Critically ill or injured patients of all ages needing specialized care beyond what can be provided by local hospitals - including premature infants, cardiac and stroke patients, complex traumatic injury, organ transplant, sepsis, burns, and serious obstetric complications. We use the strictest medical utilization criteria in the country to make sure all flights are medically necessary. Emergency medical providers are guided by state-mandated protocols based on the latest research and best practice.
- 7. About 92% of patients are transported from community hospitals to major specialty centers, and 8% are transported directly from the scene of an emergency** - roadsides, woods, mountains, and islands. While most patients are transported to EMMC, MMC and CMMC, about 10% of patients are transported to Boston and beyond for specialized care not available in Maine.
- 8. LifeFlight is lean.** We are among the most efficient providers in the world, we pay close attention to costs, maintaining a very small administrative team that results in some of the lowest costs and charges in New England and the country.
- 9. LifeFlight’s costs and charges are the lowest in New England and among the lowest in the country.** The average charge for a LifeFlight transport is around \$20,109. Other provider charges across New England and the northeast range from around \$27,000 for non-profits providers to \$60,000-\$80,000 from for-profit air medical companies. LifeFlight is in-network with all government payers, and most major insurance carriers. Patients will never receive a bill in excess of their insurance deductible or co-pays. LifeFlight offers a generous charity care / discounted care program for patients who qualify, and whose transport is not covered by insurance.
- 10. What other benefits to our town and region does LifeFlight provide besides critical care and transport?** We provide local critical care training to medical providers in specialized areas such as traumatic brain injury and pediatric trauma, critical medical diagnosis and treatment. We also support weather systems, hospital helipads, and advanced aviation navigation systems across the state.



## **From Maine, Across Maine, For Maine**

***In 2023 LifeFlight of Maine will celebrate 25 years of safely transporting patients.***

***We make second chances possible.***

LifeFlight of Maine is the state's only emergency air ambulance service. Its three helicopters, airplane, and specialty ground vehicles are equipped as fully functioning mobile intensive care units, bringing advanced skills, medical technology, pharmacy, blood, and more directly to a patient's side.

Over the past 24 years, LifeFlight has safely cared for 35,000 patients of all ages—from premature infants and critically injured children, to adults and

seniors who need specialty care. The calls for help come from all points in Maine—from mountains, lakes, and coastal islands; from highways, trails, and main streets; and most frequently, from rural hospitals across the state.

For LifeFlight patients, every minute matters. Their chances of survival and quality of life after a traumatic event depend on LifeFlight's ability to safely traverse Maine's vast expanse, rugged terrain, and challenging weather.

And just as patients depend on us, LifeFlight depends on the generous support of individuals, civic groups, municipalities, foundations, and corporate partners to ensure that we can continue to serve Maine for decades to come.

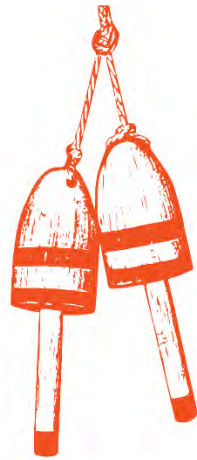
***We're in this together, Maine.***

  
**THE LIFEFLIGHT FOUNDATION**

  
**LIFEFLIGHT OF MAINE**

**LifeFlightMaine.org**  
**207.230.7092**

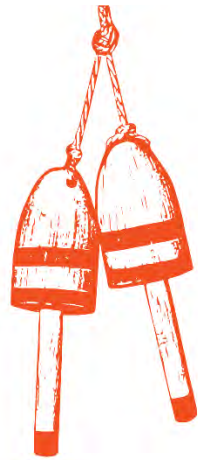
# Section Nine



# Warrant Articles

BUDGET LINE ITEM DETAIL										
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>WARRANT ARTICLES</b>										
RETIREMENT BENEFIT REIMB	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ 30,000	\$ 30,000	\$ 15,000	100.0%	
EDUCATIONAL REIMB	\$ 4,421	\$ 4,476	\$ 7,380	\$ 10,000	\$ 2,952	\$ 10,000	\$ 10,000	\$ -	0.0%	
LEGAL SERVICES FUND	\$ 50,589	\$ -	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ 75,000	\$ -	0.0%	
SELF INSURANCE CLAIMS	\$ -	\$ -	\$ 100,545	\$ 15,000	\$ 7,170	\$ 17,500	\$ 17,500	\$ 2,500	16.7%	
EMERGENCY FUEL AND UTILITIES	\$ -	\$ 10,357	\$ -	\$ 30,000	\$ -	\$ 32,500	\$ 32,500	\$ 2,500	8.3%	
EMERG FAC REP & ENERGY EFFICIE	\$ 31,283	\$ 6,000	\$ 24,413	\$ 50,000	\$ -	\$ 52,500	\$ 52,500	\$ 2,500	5.0%	
SHORTFALL IN STATE REVENUE	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000	\$ 40,000	\$ -	0.0%	
HRA FUNDING	\$ 20,829	\$ 25,122	\$ 23,914	\$ 30,000	\$ 8,430	\$ 30,000	\$ 30,000	\$ -	0.0%	
GENERAL ASSISTANCE	\$ 22,326	\$ 11,167	\$ 25,199	\$ 45,000	\$ 7,259	\$ 45,000	\$ 45,000	\$ -	0.0%	
FACILITY MAINT & REPAIR (EKST)	\$ 30,000	\$ 15,293	\$ 8,535	\$ 50,000	\$ -	\$ 52,500	\$ 52,500	\$ 2,500	5.0%	
INDEPENDENT STUDY	\$ -	\$ -	\$ 27,125	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 159,447</b>	<b>\$ 72,415</b>	<b>\$ 217,111</b>	<b>\$ 360,000</b>	<b>\$ 25,811</b>	<b>\$ 385,000</b>	<b>\$ 385,000</b>	<b>\$ 25,000</b>	<b>6.9%</b>	
<b>TOTAL WARRANT ARTICLES</b>	<b>\$ 159,447</b>	<b>\$ 72,415</b>	<b>\$ 217,111</b>	<b>\$ 360,000</b>	<b>\$ 25,811</b>	<b>\$ 385,000</b>	<b>\$ 385,000</b>	<b>\$ 25,000</b>	<b>6.9%</b>	

# Section Ten



# Enterprise Funds

ENTERPRISE BUDGET LINE ITEM SUMMARY										
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>SUMMARY FOR ALL DEPARTMENTS</b>										
REVENUES	\$ 848,296	\$ 892,617	\$ 1,128,731	\$ 1,020,500	\$ 680,264	\$ 1,168,000	\$ 1,168,000	\$ 147,500	14.5%	
SALARY & BENEFITS	\$ 539,044	\$ 448,245	\$ 583,679	\$ 613,752	\$ 396,654	\$ 756,355	\$ 756,355	\$ 142,603	23.2%	
OPERATIONS	\$ 481,060	\$ 503,500	\$ 471,512	\$ 708,100	\$ 371,904	\$ 655,200	\$ 655,200	\$ (52,900)	-7.5%	
<b>TOTALS</b>	<b>\$ 171,808</b>	<b>\$ 59,128</b>	<b>\$ (73,539)</b>	<b>\$ 301,352</b>	<b>\$ 88,294</b>	<b>\$ 243,555</b>	<b>\$ 243,555</b>	<b>\$ (57,797)</b>	<b>-19.2%</b>	
<b>ENTERPRISE REVENUE SUMMARY</b>										
BEACH	\$ 501,389	\$ 619,364	\$ 613,473	\$ 590,000	\$ 445,041	\$ 648,000	\$ 648,000	\$ 58,000	9.8%	
RECREATION	\$ 346,907	\$ 273,253	\$ 515,257	\$ 430,500	\$ 235,223	\$ 520,000	\$ 520,000	\$ 89,500	20.8%	
<b>SUBTOTAL REVENUES</b>	<b>\$ 848,296</b>	<b>\$ 892,617</b>	<b>\$ 1,128,731</b>	<b>\$ 1,020,500</b>	<b>\$ 680,264</b>	<b>\$ 1,168,000</b>	<b>\$ 1,168,000</b>	<b>\$ 147,500</b>	<b>14.5%</b>	
<b>ENTERPRISE SALARY &amp; BENEFITS SUMMARY</b>										
BEACH	\$ 335,361	\$ 320,057	\$ 347,881	\$ 376,316	\$ 221,299	\$ 396,750	\$ 396,750	\$ 20,434	5.4%	
RECREATION	\$ 203,683	\$ 128,188	\$ 235,798	\$ 237,436	\$ 175,355	\$ 359,605	\$ 359,605	\$ 122,169	51.5%	
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 539,044</b>	<b>\$ 448,245</b>	<b>\$ 583,679</b>	<b>\$ 613,752</b>	<b>\$ 396,654</b>	<b>\$ 756,355</b>	<b>\$ 756,355</b>	<b>\$ 142,603</b>	<b>23.2%</b>	
<b>ENTERPRISE OPERATIONS SUMMARY</b>										
BEACH	\$ 245,619	\$ 342,755	\$ 257,912	\$ 334,300	\$ 205,560	\$ 376,700	\$ 376,700	\$ 42,400	12.7%	
RECREATION	\$ 235,441	\$ 160,745	\$ 213,601	\$ 373,800	\$ 166,345	\$ 278,500	\$ 278,500	\$ (95,300)	-25.5%	
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 481,060</b>	<b>\$ 503,500</b>	<b>\$ 471,512</b>	<b>\$ 708,100</b>	<b>\$ 371,904</b>	<b>\$ 655,200</b>	<b>\$ 655,200</b>	<b>\$ (52,900)</b>	<b>-7.5%</b>	

	BUDGET LINE ITEM DETAIL									
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE	
<b>BEACH ENTERPRISE</b>										
MISCELLANEOUS	\$ 126.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
EASTERN SHORE	\$ 123,796.00	\$ 143,099.60	\$ 153,360.60	\$ 130,000.00	\$ 161,044.10	\$ 160,000.00	\$ 160,000.00	\$ 30,000	\$ 30,000	23.1%
JETTY LOT	\$ 77,732.03	\$ 98,894.25	\$ 93,959.63	\$ 85,000.00	\$ 88,052.24	\$ 85,000.00	\$ 85,000.00	\$ -	\$ -	0.0%
GROSS LOT	\$ 53,175.62	\$ 61,357.44	\$ 57,449.58	\$ 55,000.00	\$ 81,167.58	\$ 63,000.00	\$ 63,000.00	\$ 8,000	\$ 8,000	14.5%
MILE ROAD LOT	\$ 47,360.31	\$ 42,778.01	\$ 61,551.12	\$ 50,000.00	\$ 74,448.38	\$ 65,000.00	\$ 65,000.00	\$ 15,000	\$ 15,000	30.0%
CRESCENT BEACH LOT	\$ 12,004.03	\$ 11,229.90	\$ 10,429.03	\$ 10,000.00	\$ 16,328.23	\$ 15,000.00	\$ 15,000.00	\$ 5,000	\$ 5,000	50.0%
SEASONAL PASS REVENUE	\$ 187,195.00	\$ 262,005.00	\$ 236,723.20	\$ 260,000.00	\$ 24,000.00	\$ 260,000.00	\$ 260,000.00	\$ -	\$ -	0.0%
<b>SUBTOTAL REVENUES</b>	<b>\$ 501,389.24</b>	<b>\$ 619,364.20</b>	<b>\$ 613,473.16</b>	<b>\$ 590,000.00</b>	<b>\$ 445,040.53</b>	<b>\$ 648,000.00</b>	<b>\$ 648,000.00</b>	<b>\$ 58,000</b>	<b>\$ 58,000</b>	<b>9.8%</b>
PARKING ENFORCMENT	\$ 44,209.31	\$ 48,489.82	\$ 70,458.12	\$ 65,000.00	\$ 49,791.61	\$ 68,250.00	\$ 68,250.00	\$ 3,250	\$ 3,250	5.0%
PART-TIME LIFEGUARD	\$ 220,011.50	\$ 204,538.10	\$ 219,921.40	\$ 230,000.00	\$ 136,910.80	\$ 253,000.00	\$ 253,000.00	\$ 23,000	\$ 23,000	10.0%
RESERVE/SEASONAL	\$ 16,899.66	\$ 14,921.40	\$ 4,863.50	\$ 22,000.00	\$ 4,332.87	\$ 10,000.00	\$ 10,000.00	\$ (12,000)	\$ (12,000)	-54.5%
OVERTIME	\$ 1,988.53	\$ 625.69	\$ 555.47	\$ 2,000.00	\$ 85.32	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -	0.0%
MAINTENANCE/TRASH	\$ 15,539.69	\$ 15,074.35	\$ 16,973.77	\$ 18,000.00	\$ 10,593.14	\$ 20,000.00	\$ 20,000.00	\$ 2,000	\$ 2,000	11.1%
ENVIRONMENTAL MAINTENANCE	\$ 13,000.27	\$ 12,583.40	\$ 10,386.15	\$ 13,000.00	\$ 3,858.50	\$ 15,000.00	\$ 15,000.00	\$ 2,000	\$ 2,000	15.4%
FICA	\$ 23,711.95	\$ 23,824.31	\$ 24,722.15	\$ 26,316.00	\$ 15,726.34	\$ 28,500.00	\$ 28,500.00	\$ 2,184	\$ 2,184	8.3%
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 335,360.91</b>	<b>\$ 320,057.07</b>	<b>\$ 347,880.56</b>	<b>\$ 376,316.00</b>	<b>\$ 221,298.58</b>	<b>\$ 396,750.00</b>	<b>\$ 396,750.00</b>	<b>\$ 20,434</b>	<b>\$ 20,434</b>	<b>5.4%</b>
SEWER	\$ 5,128.02	\$ 5,087.68	\$ 4,872.98	\$ 5,200.00	\$ 2,402.46	\$ 5,200.00	\$ 5,200.00	\$ -	\$ -	0.0%
PORTABLE TOLIETS	\$ 11,780.00	\$ 12,420.00	\$ 27,590.00	\$ 20,000.00	\$ 22,450.00	\$ 30,000.00	\$ 30,000.00	\$ 10,000	\$ 10,000	50.0%
ELECTRICITY	\$ 4,242.36	\$ 4,805.44	\$ 5,384.29	\$ 5,000.00	\$ 2,134.84	\$ 6,000.00	\$ 6,000.00	\$ 1,000	\$ 1,000	20.0%
WATER	\$ 5,307.86	\$ 6,093.35	\$ 6,869.48	\$ 7,000.00	\$ 4,634.79	\$ 7,500.00	\$ 7,500.00	\$ 500	\$ 500	7.1%
TELEPHONE	\$ 432.60	\$ 484.34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
CREDIT CARD FEES	\$ 24,340.84	\$ 25,238.49	\$ 28,652.92	\$ 36,000.00	\$ 27,308.84	\$ 36,000.00	\$ 36,000.00	\$ -	\$ -	0.0%
METER RENTAL & SUPPLIES	\$ 9,785.96	\$ 22,287.31	\$ 9,084.10	\$ 11,000.00	\$ 19,733.16	\$ 27,000.00	\$ 27,000.00	\$ 16,000	\$ 16,000	145.5%
PIPING PLOVER PROJECT	\$ 3,381.00	\$ 4,443.89	\$ 1,613.84	\$ 1,500.00	\$ 1,136.03	\$ 2,000.00	\$ 2,000.00	\$ 500	\$ 500	33.3%
GENERAL - GUARD TRAINING	\$ 2,372.75	\$ 7,786.00	\$ 1,960.00	\$ 8,000.00	\$ 39.95	\$ 5,000.00	\$ 5,000.00	\$ (3,000)	\$ (3,000)	-37.5%
RESTROOM MAINTENANCE	\$ 3,281.09	\$ 5,447.62	\$ 3,239.60	\$ 6,000.00	\$ 2,115.86	\$ 6,000.00	\$ 6,000.00	\$ -	\$ -	0.0%
BEACH REPAIR & MAINTENANCE	\$ 4,642.20	\$ 3,505.88	\$ 3,585.58	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	0.0%
PARKING LOT MAINTENANCE	\$ 9,207.58	\$ 26,819.57	\$ 13,106.13	\$ 15,000.00	\$ 20,326.83	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	0.0%
TRANSPORTATION	\$ 310.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
OTHER SERVICES AND CHARGES	\$ 916.47	\$ 51,947.07	\$ 23,396.61	\$ 52,000.00	\$ 7,183.04	\$ 30,000.00	\$ 30,000.00	\$ (22,000)	\$ (22,000)	-42.3%
OTHER CHARGE/SERVICE - FEMA	\$ 1,438.92	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
WASTE REMOVAL	\$ 40,663.62	\$ 72,512.03	\$ 49,823.90	\$ 75,000.00	\$ 53,647.35	\$ 85,000.00	\$ 85,000.00	\$ 10,000	\$ 10,000	13.3%
OTHER SERVICE & CHARGE - MAINT	\$ 202.45	\$ -	\$ 129.80	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ -	\$ -	0.0%
RESTROOM CLEANING - OUTSOURCED	\$ 16,645.12	\$ 11,369.52	\$ 25,157.65	\$ 25,000.00	\$ 17,820.00	\$ 30,000.00	\$ 30,000.00	\$ 5,000	\$ 5,000	20.0%
BEACH PARKING STUDY	\$ 25,696.69	\$ 188.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
OPERATING SUPPLIES	\$ 4,885.90	\$ 9,945.95	\$ 5,474.79	\$ 6,500.00	\$ 718.00	\$ 6,500.00	\$ 6,500.00	\$ -	\$ -	0.0%
LIFEGUARD OPERATING SUPPLIES	\$ 13,792.55	\$ 16,596.33	\$ 13,890.86	\$ 20,000.00	\$ 732.26	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	0.0%
FUEL FOR JETSKI	\$ 1,243.97	\$ 3,553.27	\$ 3,318.89	\$ 3,600.00	\$ 1,942.69	\$ 3,600.00	\$ 3,600.00	\$ -	\$ -	0.0%
RESTROOM OPERATING SUPPLIES	\$ 4,067.83	\$ 597.82	\$ 2,907.91	\$ 2,000.00	\$ 4,730.85	\$ 5,000.00	\$ 5,000.00	\$ 3,000	\$ 3,000	150.0%
RENTALS	\$ 12,050.64	\$ 12,050.64	\$ 12,050.64	\$ 13,000.00	\$ 7,029.54	\$ 13,000.00	\$ 13,000.00	\$ -	\$ -	0.0%
BEACH MONITORING	\$ 1,800.00	\$ 3,000.00	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	0.0%
UNEMPLOYMENT	\$ -	\$ -	\$ 1,400.00	\$ -	\$ -	\$ 1,400.00	\$ 1,400.00	\$ 1,400	\$ 1,400	100.0%
OTHER CIP PROJECTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 20,000.00	\$ 20,000	\$ 20,000	100.0%
CIP FUNDS TRANSFER EXP	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%

WORKERS COMPENSATION	\$	13,002.68	\$	11,574.31	\$	12,401.71	\$	14,000.00	\$	6,473.22	\$	14,000.00	\$	14,000.00	\$	-	0.0%
<b>SUBTOTAL OPERATIONS</b>	\$	<b>245,619</b>	\$	<b>342,755</b>	\$	<b>257,912</b>	\$	<b>334,300</b>	\$	<b>205,560</b>	\$	<b>376,700</b>	\$	<b>376,700</b>	\$	<b>42,400</b>	<b>12.7%</b>
<b>TOTAL BEACH ENTERPRISE</b>	\$	<b>79,591</b>	\$	<b>43,447</b>	\$	<b>(7,681)</b>	\$	<b>120,616</b>	\$	<b>(18,182)</b>	\$	<b>125,450</b>	\$	<b>125,450</b>	\$	<b>4,834</b>	<b>4.0%</b>



## FY 2024 Enterprise CIP Request

Department:	Police
Project/Item Name:	Eastern Shore Gate
Total Project Cost:	\$20,000
Project Funding Source:	Beach Enterprise
Annual Operating Costs:	\$1,500
Annual Maintenance Costs:	\$1,500
Estimated Life:	5-10 years
Departmental Priority:	

**Request Classification (Please place an X after Classification Description):**

Building/Build Improvement		Conservation	
Vehicles		Technology	
Infrastructure		Equipment	
Other	X		

**Description of Project/Item:**

Removing existing gate and operator and install new TyMetal gate. Infill between carrying posts to meet ASTFM-2200 standard. Supply and install new Liftmaster CSL24UL or DC equivalent gate operator. Install same remote system as at the PD for remote capability. Reuse existing loops, power, and access system if possible.

**Project Justification and Implementation Strategy:**

This new gate will allow for the Eastern Shore Parking Lot to be secured properly.

The current gate is not in working order and the people that installed it no longer support it because of its age. Constantly being in the salt air and the weight of the gate has shortened the lifespan of the gate.

**Other Information:**

IMPLMENTATION SCHEDULE (Fiscal Years)						
	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	\$20,000					
Amount to be Reserved for Future Purchase:						

BUDGET LINE ITEM DETAIL									
	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 REVISED	FY 2023 ACTUALS	DEPT HEAD PROPOSED	TOWN MANAGER PROPOSED	DOLLAR CHANGE	PCT CHANGE
<b>RECREATION ENTERPRISE</b>									
SUMMER PROGRAM REV	\$ 73,630.25	\$ 115,699.47	\$ 253,685.93	\$ 200,000.00	\$ 72,599.00	\$ 240,000.00	\$ 240,000.00	\$ 40,000	20.0%
FALL PROGRAM REV	\$ 13,628.92	\$ 7,230.25	\$ 10,486.51	\$ 15,500.00	\$ 16,485.42	\$ 17,000.00	\$ 17,000.00	\$ 1,500	9.7%
WINTER PROGRAM REV	\$ 44,218.86	\$ 13,499.25	\$ 33,729.00	\$ 45,000.00	\$ 38,826.00	\$ 45,000.00	\$ 45,000.00	\$ -	0.0%
SPRING PROGRAM REV	\$ 6,936.00	\$ 15,626.25	\$ 12,788.25	\$ 25,000.00	\$ 1,040.00	\$ 20,000.00	\$ 20,000.00	\$ (5,000)	-20.0%
REC COMMISSION REVENUE	\$ 24,797.97	\$ 10,806.23	\$ 22,152.68	\$ 15,000.00	\$ 25,668.00	\$ 20,000.00	\$ 20,000.00	\$ 5,000	33.3%
TENNIS REVENUE	\$ 2,225.00	\$ 3,002.50	\$ 1,350.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
PLAYGROUND REVENUE	\$ -	\$ -	\$ 10,122.00	\$ -	\$ 1,985.85	\$ 3,000.00	\$ 3,000.00	\$ 3,000	100.0%
WRESTLING REVENUE	\$ 17,626.50	\$ -	\$ 6,555.00	\$ 10,000.00	\$ 279.00	\$ 10,000.00	\$ 10,000.00	\$ -	0.0%
BEFORE/AFTER PROGRAM REVENUE	\$ 163,843.52	\$ 107,389.00	\$ 164,388.00	\$ 120,000.00	\$ 78,340.00	\$ 165,000.00	\$ 165,000.00	\$ 45,000	37.5%
<b>SUBTOTAL REVENUES</b>	<b>\$ 346,907.02</b>	<b>\$ 273,252.95</b>	<b>\$ 515,257.37</b>	<b>\$ 430,500.00</b>	<b>\$ 235,223.27</b>	<b>\$ 520,000.00</b>	<b>\$ 520,000.00</b>	<b>\$ 89,500</b>	<b>20.8%</b>
REGULAR	\$ 24,017.96	\$ 27,577.89	\$ 30,472.20	\$ 31,106.00	\$ 16,325.74	\$ 51,194.00	\$ 51,194.00	\$ 20,088	64.6%
ADMINISTRATIVE	\$ 4,043.47	\$ 4,222.89	\$ 4,733.97	\$ 4,799.00	\$ 2,879.66	\$ 11,660.00	\$ 11,660.00	\$ 6,861	143.0%
RESERVE/SEASONAL	\$ 88,173.44	\$ 36,109.55	\$ 118,396.42	\$ 120,000.00	\$ 111,505.50	\$ 150,000.00	\$ 150,000.00	\$ 30,000	25.0%
OVERTIME	\$ 81.09	\$ -	\$ -	\$ 1,000.00	\$ 390.00	\$ 3,000.00	\$ 3,000.00	\$ 2,000	200.0%
MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ 216.78	\$ 5,155.00	\$ 5,155.00	\$ 5,155	100.0%
BEFORE/AFTER CARE	\$ 62,324.61	\$ 39,814.65	\$ 53,707.09	\$ 52,000.00	\$ 24,315.04	\$ 92,000.00	\$ 92,000.00	\$ 40,000	76.9%
FICA	\$ 13,453.87	\$ 7,987.56	\$ 15,508.40	\$ 15,554.00	\$ 11,656.51	\$ 22,966.00	\$ 22,966.00	\$ 7,412	47.7%
MSRS + ICMA	\$ 2,085.68	\$ 2,316.87	\$ 2,910.29	\$ 2,657.00	\$ 2,902.83	\$ 5,737.00	\$ 5,737.00	\$ 3,080	115.9%
HEALTH INSURANCE	\$ 9,503.25	\$ 10,158.46	\$ 10,070.06	\$ 10,319.68	\$ 5,163.10	\$ 17,893.00	\$ 17,893.00	\$ 7,573	73.4%
<b>SUBTOTAL SALARY &amp; BENEFITS</b>	<b>\$ 203,683.37</b>	<b>\$ 128,187.87</b>	<b>\$ 235,798.43</b>	<b>\$ 237,435.68</b>	<b>\$ 175,355.16</b>	<b>\$ 359,605.00</b>	<b>\$ 359,605.00</b>	<b>\$ 122,169</b>	<b>51.5%</b>
REC CREDIT CARD FEES	\$ 8,526.97	\$ 7,722.29	\$ 15,860.44	\$ 9,000.00	\$ 7,787.90	\$ 18,000.00	\$ 18,000.00	\$ 9,000	100.0%
TRANSPORTATION	\$ 2,512.34	\$ 1,625.38	\$ 4,027.04	\$ 5,000.00	\$ 2,210.99	\$ 5,000.00	\$ 5,000.00	\$ -	0.0%
SUMMER PROGRAM EXPENSE	\$ 53,940.54	\$ 24,215.41	\$ 56,131.78	\$ 62,000.00	\$ 38,800.02	\$ 65,000.00	\$ 65,000.00	\$ 3,000	4.8%
FALL PROGRAM EXPENSE	\$ 17,833.62	\$ 5,930.22	\$ 3,769.96	\$ 14,000.00	\$ 7,495.40	\$ 8,000.00	\$ 8,000.00	\$ (6,000)	-42.9%
WINTER PROGRAM EXPENSE	\$ 23,288.64	\$ 15,146.96	\$ 19,345.84	\$ 40,000.00	\$ 8,589.08	\$ 25,000.00	\$ 25,000.00	\$ (15,000)	-37.5%
SPRING PROGRAM EXPENSE	\$ 9,106.57	\$ 8,582.13	\$ 6,173.15	\$ 20,000.00	\$ 1,333.53	\$ 10,000.00	\$ 10,000.00	\$ (10,000)	-50.0%
WRESTLING EXPENSE	\$ 17,723.05	\$ -	\$ 5,052.52	\$ 10,000.00	\$ 650.00	\$ 10,000.00	\$ 10,000.00	\$ -	0.0%
REC COMMISSION EXP	\$ 13,225.15	\$ 6,784.94	\$ 9,196.52	\$ 40,000.00	\$ 9,636.70	\$ 40,000.00	\$ 40,000.00	\$ -	0.0%
TENNIS EXPENSE	\$ 598.10	\$ 409.98	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ (500)	-100.0%
PLAYGROUND EXP	\$ -	\$ 3,986.38	\$ 8,305.00	\$ 55,000.00	\$ -	\$ 45,000.00	\$ 45,000.00	\$ (10,000)	-18.2%
BEFORE/AFTER PROGRAM EXPENSE	\$ 9,823.39	\$ 11,131.86	\$ 11,819.23	\$ 9,000.00	\$ 3,249.24	\$ 15,000.00	\$ 15,000.00	\$ 6,000	66.7%
DEBT REPAYMENT TO TOWN	\$ 50,000.00	\$ 50,000.00	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
CIP - EQUIPMENT	\$ -	\$ -	\$ 16,676.95	\$ 14,000.00	\$ 20,075.85	\$ -	\$ -	\$ (14,000)	-100.0%
CIP - INFRASTRUCTURE	\$ 20,100.90	\$ -	\$ 22,941.00	\$ 86,000.00	\$ -	\$ 30,000.00	\$ 30,000.00	\$ (56,000)	-65.1%
REC ENTER CIP FUNDS TRANSFER	\$ -	\$ -	\$ -	\$ -	\$ 61,661.00	\$ -	\$ -	\$ -	0.0%
DEPRECIATION EXPENSE	\$ -	\$ 16,849.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
WORKERS COMPENSATION	\$ 8,761.27	\$ 8,360.85	\$ 9,301.29	\$ 9,300.00	\$ 4,854.90	\$ 7,500.00	\$ 7,500.00	\$ (1,800)	-19.4%
<b>SUBTOTAL OPERATIONS</b>	<b>\$ 235,441</b>	<b>\$ 160,745</b>	<b>\$ 213,601</b>	<b>\$ 373,800</b>	<b>\$ 166,345</b>	<b>\$ 278,500</b>	<b>\$ 278,500</b>	<b>\$ (95,300)</b>	<b>-25.5%</b>
<b>TOTAL RECREATION ENTERPRISE</b>	<b>\$ 92,217</b>	<b>\$ 15,680</b>	<b>\$ (65,858)</b>	<b>\$ 180,736</b>	<b>\$ 106,477</b>	<b>\$ 118,105</b>	<b>\$ 118,105</b>	<b>\$ (62,631)</b>	<b>-34.7%</b>



## FY 2024 Enterprise CIP Request

Department:	Parks & Recreation
Project/Item Name:	Top Coat Paving on Extended Lot
Total Project Cost:	\$30,000
Project Funding Source:	Enterprise
Annual Operating Costs:	
Annual Maintenance Costs:	
Estimated Life:	5-10
Departmental Priority:	High

Request Classification (Please place an X after Classification Description):

Building/Build Improvement		Conservation	
Vehicles		Technology	
Infrastructure	X	Equipment	
Other			

Description of Project/Item:

Completion of the new parking lot. Need the final topcoat & lining.

Project Justification and Implementation Strategy:

Other Information:

IMPLMENTATION SCHEDULE (Fiscal Years)						
As Requested by Department Head	2024	2025	2026	2027	2028	Future
Amount of Check Needed per Year:	\$30,000					
Amount to be Reserved for Future Purchase:						

# Section Eleven



# Special Reserve Funds

	A	B	C	D	E	F	G	H	I
1	Special Revenue Funds by Fund Number								
2	Special revenue funds are established to account for the proceeds of specific revenue sources (other								
3	than expendable trusts or for major capital projects) that are legally restricted to expenditures for specific purposes.								
4									
5		<u>Type</u>	<u>Account #</u>	<u>Bal 6/30/20</u>	<u>Bal 6/30/21</u>	<u>Bal 6/30/22</u>	<u>Bal 1/5/23</u>		<u>Notes</u>
6	Drug Seizure (0002) – This fund is used to account for transactions related to drug related education as specified by the state government.	Restricted	0002	10,182	10,188	10,189	10,207		
7	Drug Forfeiture (0008) – This fund is used to account for transactions related to drug related education as specified by the federal government.	Restricted	0008	17,413	14,723	17,424	17,456		
8	Moorings & Floats (0012) – This fund is used to account for transactions related to the rental of the moorings and floats.	Special	0012	336,783	482,927	546,726	560,150		
9	Harbor Mooring Tender (0013) - This fund is used to account for transactions related to the repair of moorings and floats.	Special	0013	-29,470	1,109	10,713	40,713		
10	Town Clerk Animal Control (0201) - Used to account for transactions related to animal registration licenses. A portion of these funds are remitted to the State and a portion is retained in the Town per State regulations to pay for local animal shelter requirements.	Restricted	0201	66,224	71,669	90,851	93,117		
11	Shellfish Control (0210) - Used to account for transactions related to shellfish licenses issued by the Town Clerk. A portion of these funds are remitted to the State and a portion is retained in the Town per State regulations to pay for local shellfish needs.	Restricted	0210	36,010	31,606	28,722	29,880		
12	TC MOSES - State (0215) - Used to account for transactions related to State of Maine inland fisheries transactions. State fees for hunt/fish, boat registrations, etc.	Restricted	0215	0	0	0	9,878		
13	TC Dogs - State (0220) - Used to account for the State's portion of dog licenses.	Restricted	0220	0	0	0	2,393		
14	TC ODRVS - State Vitals (0225) - Used to account for the State's portion of marriage, death, and birth certificate purchases.	Restricted	0225	0	0	0	146		
15	State Plumbing Permits (0415) – Pass through account for State portion of Plumbing Permits	Restricted	0415	0	0	0	2,220		

	A	B	C	D	E	F	G	H	I
1	Special Revenue Funds by Fund Number								
2	Special revenue funds are established to account for the proceeds of specific revenue sources (other								
3	than expendable trusts or for major capital projects) that are legally restricted to expenditures for specific purposes.								
4									
5		<u>Type</u>	<u>Account #</u>	<u>Bal 6/30/20</u>	<u>Bal 6/30/21</u>	<u>Bal 6/30/22</u>	<u>Bal 1/5/23</u>		<u>Notes</u>
16	Water Control Improvement (0416) – Pass through account. Related to State portion of Plumbing Permits.	Restricted	0416	0	0	-327	-253		
17	Admin State Auto Reg (0435) – Pass through account for State portion of vehicle registrations, i.e. Sales tax, Title and Plates.	Restricted	0435	0	0	0	69,876		
18	Background Checks (0470) – Fees required when business applications involved massage, taxi or an ice cream vendor.	Special	0470	405	405	405	405		
19	Fuel Donations (0475) - To account for transactions related to donations made by Wells citizens and businesses to assist town residents with heating fuel needs. This is in addition to the State General Assistance Program but we can not be reimbursed for these expenditures by the State.	Restricted	0475	40,103	47,448	46,952	52,025		
20	We Are Wells (0476) Created in FY 2021 by the Board of Selectmen to be used to help individual needing help resulting from Covid-19 issues. Funds pay for vouchers for Hannaford, vouchers for IGA, vouchers for any store that we do now. It will also help us do energy purchase for them and other things that our GA administrator and the York county community action program who are teamed up to help. Saint Mary's food pantry program will also be teamed up to help and we will be reaching out to them to help with their operations.	Restricted	0476	0	17,645	33,954	26,412		
21	Smoke/Carbon Monoxide Program Fund (0480) - To account for transactions related to a program run by the Code Enforcement Office to help get smoke/carbon monoxide detectors in homes of income eligible citizens.	Special	0480	809	809	809	809		
22	Recreation Tennis (0510) - Established in FY 23 to hold the funding for the future replacement fo the tennis courts at the Walter Marsh Recreation Center.	Special	0510	0	0	0	100,000		In FY 23 Town and Rec Enterprise each added \$50,000 to this reserve.

	A	B	C	D	E	F	G	H	I
1	Special Revenue Funds by Fund Number								
2	Special revenue funds are established to account for the proceeds of specific revenue sources (other								
3	than expendable trusts or for major capital projects) that are legally restricted to expenditures for specific purposes.								
4									
5		<u>Type</u>	<u>Account #</u>	<u>Bal 6/30/20</u>	<u>Bal 6/30/21</u>	<u>Bal 6/30/22</u>	<u>Bal 1/5/23</u>		<u>Notes</u>
23	Recreation Playground (0520) - Established in FY 23 to hold the funding for a playground at the Wells Activity Center.	Special	0520	0	0	0	20,000		In FY 23 reserve fund 0522 and Rec Enterprise added \$10,000 to this reserve.
24	Wells Activity Center (0522) - Used to account for transactions related to all the special functions held at the Wells Activity Center.	Special	0522	21,262	20,492	10,038	658		
25	Central Area Dev Beautification (0550) – This fund is used to account for transactions related to beautification of town owned properties.	Special	0550	20,111	20,110	20,111	0		Fund closed in FY 2023. Use funding to add to Fund 0744 for Assessing Revaluation.
26	Boat Tank Pumpout System Grant (0570) – This fund is used to account for transactions relating to the maintenance of the pumpout system.	Special	0570	-33,030	0	0	0		Fund closed in FY 2020
27	Public Works Equip Res (0701) - This fund is used to account for transactions relating to the vehicle and equipment replacement schedule for public works and the transfer station.	Capital	0701	378,571	74,441	407,116	902,116		Fund to be reduced by \$316,904 on 1/17 when purchase two trucks as part of replacement schedule. Balance will be \$585,212.
28	Fire Truck Reserve (0703) - This fund is used to account for transactions relating to the vehicle and equipment replacement schedule for the fire department.	Capital	0703	673,725	282,825	407,825	227,325		
29	Sidewalk & Bicycle Reserve (0704) – This fund is used to account for transactions related to repair and construction of sidewalks & bicycle paths.	Special	0704	242,931	163,381	163,381	163,381		
30	Conservation Landbank Reserve (0705) – This fund is used to account for transactions related to the purchase of land for conservation and open space.	Special	0705	283,303	41,739	243,779	443,779		

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31	Municipal Land Reserve (0706) – This fund is used to account for transactions related to the purchase of property for municipal facilities and to capitalize on real estate opportunities.	Special	0706	89,909	89,909	89,909	0		Fund closed in FY 2023. Used funding to add to Fund 0705 in CIP proposal for FY 23.
32	Infrastructure Reserve (0708) – This fund is used to account for transactions related to replacement of seawalls, bridges and major infrastructure needs. It is also used for the Town's match for FEMA grants.	Special	0708	856,782	938,081	832,249	1,386,613		
33	Inland Golf (0713) – To account for fees related to the Old Marsh Golf Course and residential community located on Route 9B. Created by special Town Meeting to be used to fund projects related to growth.	Special	0713	204,614	519,614	367,305	301,185		Currently have \$100,000 of fund balance remaining to spend on FY 2022 MUNIS upgrades.
34	Ambulance (0715) – This fund is used to account for transactions related to ambulance replacement in conjunction with the Wells Emergency Services.	Special	0715	80,176	160,176	240,176	340,176		
35	Public Works Crushing (0721) - Created to set aside funding to crush the stockpile of material in the Town's pit into a usable base for paving projects.	Special	0721	0	60,000	120,000	0		
36	Pavings/Bridges/Culverts (0723) - This fund is used for transactions related to repair and replacement of roads, bridges, and culverts.	Capital	0723	210,330	269,352	326,987	1,585,962		
37	Beautification Reserve (0727) - Originally approved at the FY 2005 Town meeting with subsequent additions in FY 06 and FY 07 for beautification projects on town-owned land and facilities.	Special	0727	24,951	40,938	-59,716	-59,716		
38	Activity Center Parking (0729) - Approved at the FY 2005 Town Meeting for parking lot improvements and enlargement.	Special	0729	3,780	3,780	3,780	3,780		Using in FY 24 for WAC Parking Lot Project

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39	Library Beautification Fund (0731) - Approved at the FY2006 Town Meeting to improve landscaping and signage.	Special	0731	20,000	20,000	16,900	16,900		
40	Rec Site Plan (0732) - Approved at the FY 2007 Town Meeting to develop a site plan for the Recreation Department as part of its long range strategic plan.	Special	0732	5,000	5,000	5,000	5,000		Using in FY 24 for Reck Park Reseal & Lining Project
41	FD Misc Op Equip Res. (0734) - used to hold funding for the purchase of FD equipment.	Capital	0734	224,431	115,748	65,447	105,373		
42	WEMS Major Medical Devices (0735) - Used to hold the funding for the future purchase of medical devices such as defibs, stretchers, etc.	Capital	0735	33,804	31,486	6,486	26,486		
43	TC Voting Machines (0736) - This fund is used to account for transactions related to lease/purchase of machines to according to State and Federal guidelines.	Capital	0736	34,014	23,273	16,613	14,613		
44	PD Donations (0738) - Used to record funds received as donations to the police department. Funds are used for purchases as specified by the donor.	Special	0738	2,650	3,426	3,426	3,426		
45	Town Wide Misc (0739) – Approved at FY 11 Town Meeting for unknown daily maintenance throughout the Town.	Special	0739	171,923	167,010	89,461	87,781		
46	Work Station Refresh (0740) – Rotating three year program to refresh/update Town computers.	Special	0740	304,903	298,399	253,058	253,058		
47	Sans 2 (0741) – Upgrades for Town servers to stabilize domain.	Special	0741	849	849	849	849		
48	PD Recorder/Misc Oper Equip(0742) – Used to record the emergency and business phones in Dispatch and the Police, Fire and EMS radio traffic. Also includes tower project and other equipment purchases.	Special	0742	612,330	486,483	139,973	117,105		
49	Assessor Revaluation (0744) - Used to record funding for revaluations.	Special	0744	40,000	80,000	280,000	287,802		

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50	Solar Panel Buy-Out (0745) - Used to track funds to purchase solar panels at time of buy out option	Special	0745	40,000	11,000	11,000	0		Closed fund in FY 2023. Used for PW Facilities Need Study. Solar panels were installed on old Public Works Building.
51	Eastern Trail Design Work (0746) - Used to track funds for the design work for the Eastern Trail	Special	0746	-18,959	-891	-891	-892		
52	Nautilus Solar Lease (AKAWalden Renewables - Solar) (0747) - Created in FY 19. Used to track transactions involving the feasibility study of leasing Town land for solar projects. Eventually it will be used for lease payment transactions.	Special	0747	7,084	7,084	7,084	23,700		
53	Pay Classification (0803) – This fund is used to account for transactions related to pay scale studies at the Town Office.	Special	0803	5,624	0	0	0		
54	Beach Erosion Reserve (0804) – This fund is used to account for transactions related to federal and state matching grants for restoring sand to the beaches.	Restricted	0804	294,980	352,018	405,549	465,380		
55	Harbor Dredge (0805) – This fund is used to account for transactions related to harbor dredge incidents.	Special	0805	90,000	105,859	98,721	151,696		
56	Future Beach Sand Purchase (0806) - This fund is used to account for transactions related to future beach sand purchases from local area dredges.	Special	0806	192,405	0	0	0		
57	Cable Studio Upgrades (0807) - Created FY 15 to account for transactions relating to upgrading cable studio	Special	0807	6,387	6,387	0	0		
58	Sick Leave (0808) – This fund is used to account for transactions related to the cost of replacing employees that are out for long term care.	Special	0808	-3,728	-3,728	-3,728	-3,728		

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59	Traffic Study (0814) – This fund is used to account for transactions related to the traffic impact study.	Special	0814	21,925	21,925	21,925	57,782		Using to pay for Route 1 Study Match
60	Wells Conservation (0816) – This fund is used to account for transactions related to the special conservation projects or improvements.	Special	0816	16,281	0	0	0		
61	Building Improvements (0817) – This fund is used to account for transactions related to repairs and maintenance on Town buildings.	Special	0817	101,364	186,364	173,364	123,076		
62	PW - Facility Needs Study (0818) - This fund was created in FY 23 to set aside money to conduct a study on the current and future needs for the Public Works Facility	Special	0818	0	0	0	11,000		
63	Recycling (0820) – This fund is used to account for transactions related to a recycling grant for the purchase of buckets.	Restricted	0820	4,677	0	0	0		
64	Walter Marsh Field Area (0824) – This fund is used to account for transactions related to repairs and maintenance of the recreation field on 9A.	Special	0824	1,389	1,389	1,389	1,389		
65	Revolving Vehicle Loan (0827) – This fund is used to account for transactions related to the purchase and refunding for new vehicles.	Special	0827	59,430	49,728	43,430	40,230		
66	Tech Comm/Mapping (0830) – This fund is used to account for transactions related to computer mapping project as part of the GIS master plan.	Special	0830	52,634	40,089	23,557	12,807		
67	Public Safety Beautification (0841) - Formed in FY 19 to account for beautification projects at the public safety facility on Route 1.	Special	0841	18,393	0	0	0		

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68	Public Safety Parking Lot (0843) - Formed in FY 21 to set asided funding for the required additional parking lot that is part of the Public Safety site plan.	Special	0843	0	40,000	80,000	0		In FY 23 budget funds reallocated to Fund 0844. Using remaining Public Safety Bond funds for this project.
69	Fire Substation Sprinkler (0844) - Created in FY 22 during the CIP process. To account for funding for future installation of a sprinkler system at the Fire Substation.	Special	0844	0	0	10,000	189,523		Using this plus \$120,000 from ARPA funds for this project.
70	PD/Dispatch Software (0845) Created in FY 23 to account for funds for the future upgrade of PD/Dispatch software.	Special	0845	0	0	0	50,000		
71	Library (0851) – This fund is used to account for transactions related to the library building expansion.	Special	0851	65,491	62,766	46,796	46,796		
72	Library Board (0852) - Used for disbursements/donations for the library.	Special	0852	-44	-44	-44	-44		
73	Library Donations (0853) – This fund is used to account for transactions relating to the library.	Special	0853	10,045	17,823	11,586	14,138		
74	Town Maps (0901) – This fund is used to account for transactions involved with repairs and replacement of copiers and printers.	Special	0901	6,265	6,339	6,344	0		Closed out in FY 2023 and used for Recreation Department Copier.
75	School House 9 (0903) – This fund is used to account for transactions related to the upkeep of the school house.	Special	0903	20,293	20,293	20,293	35,293		
76	Preservation (0906) - Originally approved at the FY 2005 Town Meeting with an addition in FY 06 for restoration work in conjunction the Town Historic Preservation Commission at the 1710 Cape (located adjacent to the Town Hall). The Town acquired the house in 1999. Renamed in FY 19 to Preservation to account for preservation transactions for Town owned properties.	Special	0906	30,323	26,626	36,626	21,626		

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77	Harbor Park General (0907) – This fund is used to account for transactions related to improvements and repairs at the harbor park. Also used for rentals of gazebo and pavillion.	Special	0907	54,018	61,282	66,312	67,607		
78	Harbor Park Burke Memorial (0909) – Funds used to maintain the Joan Burke path.	Special	0909	863	863	863	863		
79	Joseph Bednarz Memorial (0910) – This fund is used to account for transactions related to a park bench.	Special	0910	4,151	1,343	1,352	1,767		
80	Harbor Park Concerts (0914) – This fund is used to account for transactions related to summer concerts in the park.	Special	0914	6,448	7,303	9,712	6,284		
81	Harbor Park Pavilion (0915) – This fund is used to account for transactions related to the building or the pavilion by the Rotary Club.	Special	0915	4,535	4,453	4,453	4,453		
82	Dry Hydrants (0922) – This fund is used to account for transactions related to installation and maintenance of dry hydrants.	Special	0922	17,737	17,737	17,737	0	Closed in FY 2023 and moved to 0734 to use for Portable Automobile Extraction Equipment.	
83	Wells Police Association (0925) – PD Union Fund. This fund is used to account for transactions related to employee to employee concerns.	Restricted	0925	2,883	1,561	1,053	867		
84	FD Donations (0926) – This fund is used to record donations fo the fire department. Funds are spent according to the donors request.	Restricted	0926	12,696	9,739	5,976	5,976		
85	JR FD Donations (0927) – This fund is used to record donations fo the fire department. Funds are spent according to the donors request.	Restricted	0927	332	332	332	332		
86	Fire Grants (0940) - Used to account for transactions related to grants applied for and subsequently received by the Fire Department. Any remaining unspent grant funds need to be used by the department.	Special	0940	20,747	20,747	20,747	20,747	Use balance of fund for FD - Portable Radios in FY 24	

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87	Police Grants (0941) - Used to account for transactions related to grants applied for and subsequently received by the Police Department. Remaining grant funds need to be used by department.	Restricted	0941	4,748	4,748	4,748	0		Close out in FY 2023 and use for Software Upgrades for PD and Dispatch.
88	Wellness Works (0942) – Grants related to activities of the Town’s wellness committee.	Restricted	0942	534	50	50	50		
89	Recreation Copier (0943) - Created in FY 23 to account for transactions relating to copier and printer purchases at the Recreation department.	Special	0943	0	0	0	8,000		
90	Harbor Plan Update (0944) - This fund is used to account for transactons related to updating the Harbor Plan.	Special	0944	-2,502	-2,502	-2,502	-2,502		
91	Harbor Equipment Replacement (0946) - This fund was created in FY 23 to account for transactions related to the future replacement of the harbor master's boat motor or other equipment needs at the Harbor such.	Special	0946	0	0	0	5,000		
92	Dispatch - OGT (0947) - This fund is used to account for transactions for shared dispatch services with Ogunquit	Special	0947	506	506	506	506		
93	Maine Coastal Program Grant (0948) - This fund was established to account for matching grant funds used for coastal grant projects.	Special	0948	10,023	4,766	4,766	4,766		
94	FEMA Map Study (0950) - Created FY 14 to account for transactions related to the FEMA Map Study in 2014	Special	0950	-12,640	-12,640	-12,640	-12,640		
95	Harbor Grants (0951) - Created FY 15 to account for various grants that the Harbor Master is awarded	Special	0951	-12,405	-12,405	15,583	7,092		
96	FLAP Grant - Furbish Rd (0952) - Created FY 19 to account for transactions related to the grant application for the Furbish Rd Project.	Special	0952	-25,956	-32,978	64,846	64,667		
97	FLAP Grant - Harbor Rd (0953) - Created FY 19 to account for transactions related to the grant application for the Harbor Rd Project.	Special	0953	-17,647	-89,662	-384,902	-384,902		

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98	National Opioid Settlement (0954) - Created in FY 23 to account for transactions related to the Town's share of a national settlement to bolster opioid abatement work in the Town.	Restricted	0954	0	0	0	7,609		
99	Fed 21.027 ARPA Award Funding (2000) - Created in FY 23 to account for transactions related to the federal funding for the Town's ARPA Award.	Restricted	2000	0	0	1,120,620	1,063,179		
100	<b>GRAND TOTALS</b>			<b>6,077,112</b>	<b>5,531,311</b>	<b>6,769,178</b>	<b>9,358,579</b>		
101									
102	2021 Infrastructure Bond (0724) - Used to manage bond funds for 2021 approved infrastructure bond. Projects in this bond are Pineledge/Robinson Rd Drainage, Webhannet North Seawall, Webhannet South Seawall	Bond	0724	0	4,390,120	3,582,167	3,569,115		
103	Public Safety Facility (0840) - Bond funding for the Public Safety Facility Project.	Bond	0840	1,494,303	104,154	99,089	110,163	Propose to use remaining funds to do Public Safety Additional Parking Lot Project. Reallocate remaining \$80,000 currently in Parking Lot Project to FD Substation Sprinkler Project. Remaining bond funds need to be used in the next year.	
104	2023 Infrastructure Bond (0880) - Bond approval was obtained in June 2022 to get a \$2.25M. Bond has to be secured. Bond will be used for Bragdon Rd Culvert/Charles West Bridge Replacement, Newhall Bridge Replacement, Coles Hill Bridge Replacement	Bond	0880	0	0	-15,494	-108,788	Need to go to bond market and secure bond funds.	
105	<b>BOND TOTALS</b>			<b>1,494,303</b>	<b>4,494,274</b>	<b>3,681,256</b>	<b>3,679,278</b>		