



TOWN OF READFIELD – Town Manager

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Email: manager@readfieldmaine.org

To: Municipal Volunteers, Department Heads, and Staff
From: Eric Dyer, Town Manager
Date: November 8, 2019
Subject: Fiscal Year 2020-2021 (FY21 Budget Process)

The attached schedule outlines the meetings and important dates that comprise the budget process for the coming fiscal year. You are welcome and encouraged to attend any of these public meetings. I am requesting preliminary budget numbers by December 20th, 2019 in either electronic or paper form. Please make budget review and recommendations a part of your schedule in the next six weeks and return preliminary numbers as soon as possible. Revised numbers will be accepted throughout the budget process, but reliable initial numbers are important as the Budget Committee has requested that I provide a full draft budget for their January 16th meeting.

Budget goals have been discussed by the Select Board and Budget committee and hew closely to those of recent years. They broadly include the direction to:

1. Keep the municipal portions of the mil rate relatively flat, recognizing that quickly rising labor and materials costs may make this difficult.
2. Be more creative with public outreach and education during the budget process.
3. Continue to work with and develop our capital investment plan.
4. Begin the budget process with a complete first draft.
5. Provide budget requests in a standard format.

As always, my personal goal is to develop a municipal budget that provides the services requested by our residents at the level of service they expect as cost effectively as possible.

Please keep these goals in mind as you work on your draft budgets. An Initial Request Workbook for FY21 is attached to this memo to provide prior and current-year budget information as well as a format for budget requests. Revenues and expenses are reported separately by Department and Division, so review of a few different areas may be necessary to develop a full financial picture. Thank you for taking the time to carefully review your numbers and for your active participation in the budget process. Please let me know if you need any additional information or assistance.

Thank you,

Attachments (2):

FY21 Budget and Warrant Process Schedule (1 page)

FY21 Initial Request Workbook (54 pages)

2020-2021 (FY 21) BUDGET & WARRANT PROCESS SCHEDULE*

Date	Task	Meeting Time
08/12/19	Select Board Meeting - Budget process review	6:30 PM
10/07/19	Select Board Meeting - Board goals & warrant discussion	6:30 PM
10/24/19	Budget Committee Meeting - Organizational meeting and budget goals	6:30 PM
11/07/19	Budget process memo sent to Depts., Boards, & Committees - To include PY & YTD #s	N/A
12/20/19	Preliminary Dept., Board & Committee budget #s due	N/A
01/16/20	Budget Committee Meeting - Departments I	6:30 PM
01/21/20	Select Board Meeting - First Budget Draft	6:30 PM
01/30/20	Budget Committee Meeting - Departments II	6:30 PM
02/03/20	Select Board Meeting - Second Budget Draft	6:30 PM
02/13/20	Budget Committee Meeting - Departments III	6:30 PM
02/27/20	Joint Select Board and Budget Committee Meeting - Capital Investment Plan Review	6:30 PM
02/28/20	100 days before vote - Nomination Papers available (actually 102 days as the 1st is a Sunday)	N/A
02/18/20	Select Board Meeting - Third Budget Draft	6:30 PM
03/04/20	School Committee meeting with Select Boards - school budget THIS IS A GUESS	6:30 PM
03/06/20	Deadline for warrant article and ordinance submissions - Select Board Review	N/A
03/12/20	Budget Committee Meeting - Budget review	6:30 PM
03/16/20	Select Board Meeting - Budget & Warrant review	6:30 PM
03/25/20	Deadline for legal review of the proposed warrant	N/A
03/26/20	Public Budget Meeting / Hearing - Public Comment and Recommendations on DRAFT Budget	6:30 PM
03/30/20	Select Board Meeting - Final budget & Warrant review and approval	6:30 PM
04/02/20	Budget Committee Meeting - Final budget review and approval	6:30 PM
04/10/20	60 days before voting - Nomination Papers & Referendum Questions due - Warrant due to Clerk	3:30 PM
04/24/20	Draft annotated Warrant due & Official Ballot sent to printer (46 days prior to voting)	N/A
05/07/20	Public Hearing - Public Comment and Information on COMPLETED Warrant	6:30 PM
05/29/20	10 days before voting - Last day to hold referendum question hearings (actually 11, as 6/1 is a Saturday)	N/A
06/01/20	7 days before voting - Town Meeting Warrant posted (absolute deadline)	N/A
06/09/20	Town Meeting - State Primary	8:00 AM

This border indicates statutory deadlines

Notes:

Involvement - The Select Board, Budget Committee, Other Boards & Committees, Town Manager, Finance Officer, and interested Residents will have ongoing roles in the budget process. All meetings are public open to public comment.

Select Board Attendance - Joint meetings and regular Select Board meetings will have full Select Board attendance any budget meetings may have members of the Select Board in attendance.

Public Budget Meetings - These meetings are intended to provide opportunity for extensive public comment, feedback, and recommendations on the draft budget, budget process, and final budget in conjunction with budget presentations / information.

Departments I - Includes the following: **General Government** (Administration, Insurance, Office Equipment, Assessing, Code Enforcement, Grants / Planning, Heating Assistance, Legal), **Maintenance** (General, Buildings, Vehicle / Equipment, Interlocal) **Boards & Commissions** (Appeals Board, Conservation Commission, Planning Board), **Regional Assessments** (Cobbossee Watershed, First Park), **Kennebec County Tax** (County Tax)

Departments II - Includes the following: **Community Services** (Animal Control, Kennebec Land Trust, KVCOG, Age Friendly initiatives, Library, Public Access TV, Street Lights), **Protection** (Fire Department, Fire Equipment, Ambulance, Water Holes, Tower Sites, Dispatching, Personal Protection Gear, Emergency Ops), **Cemeteries** (Cemeteries), **Debt Service** (Debt Service)

Departments III - Includes the following: **Recreation** (Beach, Recreation Board, Heritage Days, Town Properties, Trails), **Roads & Drainage** (Roads & Drainage, Winter Maintenance), **Capital Improvements** (Admin Technology, Library Building, Cemetery, Roads, Equipment, Leases, Transfer Station, Maranacook Lake Dam), **Solid Waste** (Transfer Station, Backhoe), **Unclassified** (Abatements / Overlay, Tax Relief, Non-profits, Contingency, Snowmobiling, Enterprise Fund, Revaluation), **General Assistance** (General Assist.)

* As Amended 11/7/2019

FY21 Budget Initial Request Worksheet

	Expense						
	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 10-10 GENERAL GOVERNMENT / Administration							
ADMINISTRATION							
10-10 ADVERTISING	568.08	3,427.59	2,000.00	2,546.74	2,000.00	0.00	
10-15 ANNUAL REPORT	578.60	0.00	600.00	0.00	500.00	0.00	
10-25 EDUCATION	0.00	0.00	500.00	50.00	0.00	0.00	
10-30 ELECTIONS	2,937.53	3,441.34	4,000.00	3,209.00	4,000.00	41.50	
10-45 MEMBERSHIPS	3,784.86	3,946.44	4,200.00	3,899.43	4,000.00	252.81	
10-50 MISC.	77.80	363.75	100.00	95.95	100.00	33.49	
10-55 OFFICE SUPPLIES	3,748.57	9,137.01	6,350.00	8,480.08	7,000.00	1,301.09	
10-60 POSTAGE	3,224.04	4,792.18	5,600.00	4,059.09	5,000.00	2,951.02	
10-75 RECORDING - REGISTRY OF DEEDS	3,847.00	3,335.00	4,000.00	3,059.00	3,500.00	2,052.00	
10-77 Selectboard	328.38	203.00	3,000.00	2,952.86	1,000.00	0.00	
10-78 SB Employee Recognition	261.00	516.00	500.00	224.85	100.00	0.00	
10-80 TRAINING & CONFERENCES	1,713.50	817.01	1,500.00	1,347.00	1,000.00	490.00	
10-85 VOLUNTEERS	0.00	959.19	750.00	0.00	1,000.00	0.00	
ADMINISTRATION	21,069.36	30,938.51	33,100.00	29,924.00	29,200.00	7,121.91	
PERSONNEL							
20-20 FICA	13,194.50	13,207.49	13,600.00	13,718.72	14,100.00	4,641.13	
20-30 MILEAGE	283.56	199.99	200.00	463.84	250.00	188.50	
20-40 RETIREMENT	10,164.52	10,819.32	11,310.00	9,476.53	10,700.00	3,025.24	
20-50 TM Mileage & Phone	975.70	890.72	1,000.00	300.00	750.00	100.00	
20-60 WAGES	151,394.08	154,806.55	161,500.00	163,107.54	168,000.00	56,437.84	
PERSONNEL	176,012.36	179,924.07	187,610.00	187,066.63	193,800.00	64,392.71	
STIPEND							
25-20 CONSTABLE	0.00	0.00	150.00	0.00	150.00	0.00	
25-30 HEALTH OFFICER	0.00	0.00	150.00	0.00	150.00	0.00	
25-50 SELECTMEN	4,250.00	4,250.00	4,250.00	4,250.00	4,250.00	1,062.50	

FY21 Budget Initial Request Worksheet

Expense							
	2017	2018	2019	2019	2020	2020	2021
	Actual	Actual	Budget	Actual	Budget	YTD	Initial
Dept/Div: 10-10 GENERAL GOVERNMENT / Administration CONT'D							
STIPEND	4,250.00	4,250.00	4,550.00	4,250.00	4,550.00	1,062.50	
UTILITIES							
40-20 ELECTRONIC COMMUNICATIONS	0.00	0.00	500.00	0.00	0.00	0.00	
40-80 TELEPHONE	5,633.84	5,659.07	5,700.00	6,278.72	5,000.00	1,768.42	
UTILITIES	5,633.84	5,659.07	6,200.00	6,278.72	5,000.00	1,768.42	
CONTRACT SERVICES							
50-20 AUDIT SERVICES	4,995.00	4,900.00	7,000.00	6,100.00	6,500.00	0.00	
50-25 COMPUTER SUPPORT	6,126.26	6,315.14	17,700.00	14,911.34	19,050.00	15,358.68	
50-86 TIRE DISPOSAL	104.00	70.00	25.00	8.00	25.00	0.00	
50-91 HOUSE HOLD HAZARDOUS WASTE	1,013.85	1,025.00	1,250.00	634.09	1,100.00	0.00	
50-95 WEB HOSTING	500.00	3,390.00	3,000.00	2,850.00	2,500.00	1,350.00	
CONTRACT SERVICES	12,739.11	15,700.14	28,975.00	24,503.43	29,175.00	16,708.68	
EQUIP OPERATION, REPAIR, MAINT							
60-10 COMPUTER REPAIR & MAINT	2,136.45	449.40	1,500.00	7,939.71	3,000.00	804.70	
60-20 OFFICE EQUIP REPAIR & MAINT	0.00	160.00	100.00	0.00	100.00	0.00	
EQUIP OPERATION, REPAIR, MAINT	2,136.45	609.40	1,600.00	7,939.71	3,100.00	804.70	
Administration	221,841.12	237,081.19	262,035.00	259,962.49	264,825.00	91,858.92	
Dept/Div: 10-12 GENERAL GOVERNMENT / Insurance							
INSURANCE							
15-20 HEALTH INSURANCE	0.00	73,871.08	88,500.00	78,375.45	90,800.00	27,021.04	
15-25 HEALTH REIMBURSEMENT	0.00	1,900.60	2,400.00	2,443.00	2,400.00	1,480.00	
15-40 PROPERTY & LIABILITY	17,568.00	18,979.00	19,000.00	19,546.00	20,000.00	10,202.00	
15-60 UNEMPLOYMENT	936.25	525.02	5,000.00	-236.75	2,500.00	199.19	
15-80 WORKERS COMP	4,896.41	21,466.21	19,600.00	12,665.58	15,640.00	4,431.08	
INSURANCE	23,400.66	116,741.91	134,500.00	112,793.28	131,340.00	43,333.31	

FY21 Budget Initial Request Worksheet

Expense							
	2017	2018	2019	2019	2020	2020	2021
	Actual	Actual	Budget	Actual	Budget	YTD	Initial
Dept/Div: 10-12 GENERAL GOVERNMENT / Insurance CONT'D							
Insurance	23,400.66	116,741.91	134,500.00	112,793.28	131,340.00	43,333.31	
Dept/Div: 10-15 GENERAL GOVERNMENT / Office Equipt Lease/Purchase							
ADMINISTRATION							
10-60 POSTAGE	233.75	305.00	350.00	376.25	350.00	76.25	
ADMINISTRATION	233.75	305.00	350.00	376.25	350.00	76.25	
EQUIP OPERATION, REPAIR, MAINT							
60-25 OFFICE EQUIPMENT LEASES	2,024.31	1,936.92	2,050.00	2,755.56	2,050.00	2,240.36	
EQUIP OPERATION, REPAIR, MAINT	2,024.31	1,936.92	2,050.00	2,755.56	2,050.00	2,240.36	
EQUIPMENT REPLACEMENT							
65-10 COMPUTER HARDWARE	815.62	3,475.95	4,000.00	2,782.29	3,000.00	0.00	
EQUIPMENT REPLACEMENT	815.62	3,475.95	4,000.00	2,782.29	3,000.00	0.00	
Office Equipt Lease/Purchase	3,073.68	5,717.87	6,400.00	5,914.10	5,400.00	2,316.61	
Dept/Div: 10-20 GENERAL GOVERNMENT / Assessing							
ADMINISTRATION							
10-40 Publications	3,648.60	0.00	0.00	0.00	4,500.00	0.00	
10-75 RECORDING - REGISTRY OF DEEDS	156.91	149.80	175.00	144.71	175.00	0.00	
ADMINISTRATION	3,805.51	149.80	175.00	144.71	4,675.00	0.00	
PERSONNEL							
20-20 FICA	101.34	286.11	511.00	17.07	0.00	0.00	
20-60 WAGES	1,324.84	3,740.17	6,670.00	223.16	0.00	0.00	
PERSONNEL	1,426.18	4,026.28	7,181.00	240.23	0.00	0.00	
CONTRACT SERVICES							
50-10 ASSESSING AGENT	7,683.32	13,200.00	14,400.00	13,200.00	14,400.00	4,800.00	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 10-20 GENERAL GOVERNMENT / Assessing CONT'D							
50-11 Contracted Services	748.00	730.45	800.00	4,586.19	800.00	565.60	
CONTRACT SERVICES	8,431.32	13,930.45	15,200.00	17,786.19	15,200.00	5,365.60	
Assessing	13,663.01	18,106.53	22,556.00	18,171.13	19,875.00	5,365.60	
Dept/Div: 10-30 GENERAL GOVERNMENT / Code Enforcement							
ADMINISTRATION							
10-45 MEMBERSHIPS	0.00	35.00	35.00	35.00	35.00	0.00	
10-80 TRAINING & CONFERENCES	0.00	15.00	75.00	0.00	75.00	0.00	
ADMINISTRATION	0.00	50.00	110.00	35.00	110.00	0.00	
PERSONNEL							
20-20 FICA	2,033.26	2,771.21	2,555.00	4,362.49	2,600.00	667.70	
20-30 MILEAGE	989.80	984.62	1,200.00	675.65	1,000.00	169.88	
20-60 WAGES	26,578.32	36,224.81	33,350.00	57,026.52	34,100.00	8,728.08	
PERSONNEL	29,601.38	39,980.64	37,105.00	62,064.66	37,700.00	9,565.66	
Code Enforcement	29,601.38	40,030.64	37,215.00	62,099.66	37,810.00	9,565.66	
Dept/Div: 10-60 GENERAL GOVERNMENT / Grant Writing & Planning							
ADMINISTRATION							
10-50 MISC.	7,385.28	0.00	2,000.00	5,850.00	2,000.00	0.00	
ADMINISTRATION	7,385.28	0.00	2,000.00	5,850.00	2,000.00	0.00	
Grant Writing & Planning	7,385.28	0.00	2,000.00	5,850.00	2,000.00	0.00	
Dept/Div: 10-70 GENERAL GOVERNMENT / Heating Assistance							
UTILITIES							
40-60 HEATING	0.00	369.90	1,500.00	0.00	1,500.00	0.00	
UTILITIES	0.00	369.90	1,500.00	0.00	1,500.00	0.00	
Heating Assistance	0.00	369.90	1,500.00	0.00	1,500.00	0.00	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 10-75 GENERAL GOVERNMENT / Attorney Fees							
ADMINISTRATION							
10-20 ATTORNEY FEES	0.00	0.00	15,000.00	25,189.83	23,000.00	13,421.00	
ADMINISTRATION	0.00	0.00	15,000.00	25,189.83	23,000.00	13,421.00	
Attorney Fees	0.00	0.00	15,000.00	25,189.83	23,000.00	13,421.00	
GENERAL GOVERNMENT	298,965.13	418,048.04	481,206.00	489,980.49	485,750.00	165,861.10	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 12-10 Maintenance / General Maintenance							
ADMINISTRATION							
10-35 MANUALS	0.00	0.00	25.00	0.00	25.00	0.00	
10-50 MISC.	0.00	28.95	0.00	52.66	0.00	0.00	
10-80 TRAINING & CONFERENCES	0.00	390.00	100.00	479.00	200.00	150.00	
ADMINISTRATION	0.00	418.95	125.00	531.66	225.00	150.00	
PERSONNEL							
20-20 FICA	0.00	5,069.05	6,010.00	4,379.26	6,300.00	1,694.19	
20-30 MILEAGE	0.00	120.14	200.00	14.50	100.00	0.00	
20-40 RETIREMENT	0.00	2,668.00	3,210.00	1,802.53	3,300.00	662.33	
20-60 WAGES	0.00	61,624.68	75,350.00	54,561.45	78,300.00	21,284.09	
20-90 CLOTHING ALLOWANCE	0.00	441.48	800.00	526.98	800.00	420.50	
PERSONNEL	0.00	69,923.35	85,570.00	61,284.72	88,800.00	24,061.11	
UTILITIES							
40-10 CELL PHONE	0.00	475.00	600.00	450.00	600.00	200.00	
UTILITIES	0.00	475.00	600.00	450.00	600.00	200.00	
EQUIP OPERATION, REPAIR, MAINT							
60-30 FUEL/OIL	0.00	913.41	0.00	0.00	0.00	0.00	
60-40 Tools Repair & Maint	0.00	10.99	250.00	433.98	300.00	86.17	
60-60 Equipment Lease/Rent	0.00	165.00	150.00	165.00	0.00	0.00	
60-74 Personal Protective Gear	0.00	513.93	200.00	416.78	500.00	27.50	
EQUIP OPERATION, REPAIR, MAINT	0.00	1,603.33	600.00	1,015.76	800.00	113.67	
EQUIPMENT REPLACEMENT							
65-50 TOOLS	0.00	1,212.00	1,000.00	1,199.81	1,000.00	193.76	
EQUIPMENT REPLACEMENT	0.00	1,212.00	1,000.00	1,199.81	1,000.00	193.76	
General Maintenance	0.00	73,632.63	87,895.00	64,481.95	91,425.00	24,718.54	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 12-20 Maintenance / Building Maintenance							
UTILITIES							
40-30 ELECTRIC	0.00	7,749.17	7,500.00	8,944.13	8,500.00	2,758.67	
40-60 HEATING	0.00	8,941.84	11,500.00	10,564.72	10,000.00	951.70	
40-90 WATER	0.00	372.00	360.00	338.00	450.00	84.00	
UTILITIES	0.00	17,063.01	19,360.00	19,846.85	18,950.00	3,794.37	
BUILDING O&M							
70-10 ALARM	0.00	663.60	860.00	5,261.70	800.00	180.00	
70-15 Generator	0.00	255.00	500.00	240.00	500.00	260.00	
70-20 ELEVATOR	0.00	1,609.77	1,000.00	1,905.00	2,000.00	1,649.48	
70-30 FURNACE MAINTENANCE	0.00	528.25	500.00	2,039.35	1,000.00	800.00	
70-40 GROUNDS	0.00	20.97	1,000.00	2,333.48	1,000.00	0.00	
70-60 MAINTENANCE	0.00	3,860.52	5,500.00	7,254.38	12,000.00	1,357.05	
70-70 SUPPLIES	0.00	587.23	800.00	471.18	750.00	593.19	
BUILDING O&M	0.00	7,525.34	10,160.00	19,505.09	18,050.00	4,839.72	
Building Maintenance	0.00	24,588.35	29,520.00	39,351.94	37,000.00	8,634.09	
Dept/Div: 12-30 Maintenance / Vehicle/Equipment Maintenance							
EQUIP OPERATION, REPAIR, MAINT							
60-30 FUEL/OIL	0.00	2,339.02	3,500.00	2,540.49	2,500.00	526.32	
60-35 EQUIPMENT MAINTENANCE	0.00	1,032.20	500.00	393.26	500.00	127.26	
60-50 GMC Sierra	0.00	628.63	1,000.00	125.33	1,000.00	44.54	
60-51 Ford F550	0.00	628.07	1,500.00	1,036.81	1,500.00	148.34	
60-52 TRACTOR	0.00	598.37	500.00	534.77	500.00	113.38	
60-56 Walker Mower	0.00	291.10	500.00	49.01	250.00	0.00	
60-57 JD Mower	0.00	416.56	500.00	16.42	250.00	1,288.23	
60-65 Sidewalk Vehicle	0.00	12,517.81	2,000.00	707.88	250.00	257.28	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 12-30 Maintenance / Vehicle/Equipment Maintenance CONT'D							
EQUIP OPERATION, REPAIR, MAINT	0.00	18,451.76	10,000.00	5,403.97	6,750.00	2,505.35	
Vehicle/Equipment Maintenance	0.00	18,451.76	10,000.00	5,403.97	6,750.00	2,505.35	
Maintenance	0.00	116,672.74	127,415.00	109,237.86	135,175.00	35,857.98	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 15-10 BOARDS & COMMISSIONS / Board of Appeals							
ADMINISTRATION							
10-80 TRAINING & CONFERENCES	330.00	55.00	100.00	0.00	100.00	0.00	
ADMINISTRATION	330.00	55.00	100.00	0.00	100.00	0.00	
Board of Appeals	330.00	55.00	100.00	0.00	100.00	0.00	
Dept/Div: 15-30 BOARDS & COMMISSIONS / Conservation Committee							
ADMINISTRATION							
10-40 Publications	0.00	0.00	700.00	0.00	1,300.00	0.00	
ADMINISTRATION	0.00	0.00	700.00	0.00	1,300.00	0.00	
COMMUNITY SERVICES							
55-60 TOWN FARM/FORREST	142.37	221.80	222.00	1,036.99	3,450.00	1,751.37	
COMMUNITY SERVICES	142.37	221.80	222.00	1,036.99	3,450.00	1,751.37	
Town Property							
75-40 Materials	0.00	0.00	1,300.00	21.46	0.00	0.00	
Town Property	0.00	0.00	1,300.00	21.46	0.00	0.00	
PUBLIC WAYS OPERATION & MAINT							
80-10 CONTRACT SERVICES	400.00	150.00	37,986.00	45,180.00	400.00	0.00	
80-80 SIGNS/SUPPLIES	298.91	0.00	0.00	139.87	900.00	70.99	
PUBLIC WAYS OPERATION & MAINT	698.91	150.00	37,986.00	45,319.87	1,300.00	70.99	
Conservation Committee	841.28	371.80	40,208.00	46,378.32	6,050.00	1,822.36	
Dept/Div: 15-40 BOARDS & COMMISSIONS / Planning Board							
ADMINISTRATION							
10-35 MANUALS	0.00	0.00	110.00	0.00	0.00	0.00	
ADMINISTRATION	0.00	0.00	110.00	0.00	0.00	0.00	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 15-40 BOARDS & COMMISSIONS / Planning Board CONT'D							
PERSONNEL							
20-20 FICA	54.90	29.77	114.00	8.89	125.00	9.49	
20-30 MILEAGE	0.00	0.00	100.00	0.00	50.00	0.00	
20-40 RETIREMENT	0.00	0.00	70.00	0.00	75.00	0.00	
20-60 WAGES	717.96	389.35	1,410.00	116.02	1,450.00	124.14	
PERSONNEL	772.86	419.12	1,694.00	124.91	1,700.00	133.63	
Planning Board	772.86	419.12	1,804.00	124.91	1,700.00	133.63	
BOARDS & COMMISSIONS	1,944.14	845.92	42,112.00	46,503.23	7,850.00	1,955.99	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 20-10 TOWN BUILDINGS O&M / Fire Station							
UTILITIES							
40-60 HEATING	3,384.00	0.00	0.00	0.00	0.00	0.00	
UTILITIES	3,384.00	0.00	0.00	0.00	0.00	0.00	
Fire Station	3,384.00	0.00	0.00	0.00	0.00	0.00	
TOWN BUILDINGS O&M	3,384.00	0.00	0.00	0.00	0.00	0.00	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 25-10 COMMUNITY SERVICES / Animal Control							
ADMINISTRATION							
10-50 MISC.	0.00	420.49	100.00	570.00	100.00	367.00	
10-80 TRAINING & CONFERENCES	50.00	0.00	200.00	0.00	200.00	0.00	
ADMINISTRATION	50.00	420.49	300.00	570.00	300.00	367.00	
PERSONNEL							
20-20 FICA	474.93	423.41	285.00	469.41	510.00	163.83	
20-30 MILEAGE	2,148.12	108.61	100.00	53.35	150.00	0.00	
20-40 RETIREMENT	0.00	0.00	180.00	183.08	185.00	0.00	
20-60 WAGES	4,833.53	3,396.97	3,530.00	3,361.07	3,675.00	1,454.05	
PERSONNEL	7,456.58	3,928.99	4,095.00	4,066.91	4,520.00	1,617.88	
STIPEND							
25-10 ANIMAL CONTROL OFFICER	1,250.00	2,062.50	2,750.00	2,750.00	2,750.00	687.50	
STIPEND	1,250.00	2,062.50	2,750.00	2,750.00	2,750.00	687.50	
UTILITIES							
40-10 CELL PHONE	125.00	75.00	0.00	25.00	0.00	0.00	
UTILITIES	125.00	75.00	0.00	25.00	0.00	0.00	
CONTRACT SERVICES							
50-60 KENNEBEC VALLEY HUMANE SOCIETY	4,130.84	4,130.84	4,350.00	4,130.84	4,500.00	2,065.42	
CONTRACT SERVICES	4,130.84	4,130.84	4,350.00	4,130.84	4,500.00	2,065.42	
EQUIPMENT REPLACEMENT							
65-50 TOOLS	0.00	0.00	100.00	0.00	100.00	0.00	
EQUIPMENT REPLACEMENT	0.00	0.00	100.00	0.00	100.00	0.00	
Animal Control	13,012.42	10,617.82	11,595.00	11,542.75	12,170.00	4,737.80	

Dept/Div: 25-20 COMMUNITY SERVICES / Kennebec Land Trust
COMMUNITY SERVICES

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 25-20 COMMUNITY SERVICES / Kennebec Land Trust							
55-20 KENNEBEC LAND TRUST	250.00	0.00	250.00	0.00	250.00	0.00	
COMMUNITY SERVICES	250.00	0.00	250.00	0.00	250.00	0.00	
Kennebec Land Trust	250.00	0.00	250.00	0.00	250.00	0.00	
Dept/Div: 25-25 COMMUNITY SERVICES / Kenn Valley Council of Govmnt							
ASSESSMENTS							
45-30 Kennebec Valley Council of Gov	4,325.00	4,295.00	4,325.00	4,325.00	4,305.00	4,301.00	
ASSESSMENTS	4,325.00	4,295.00	4,325.00	4,325.00	4,305.00	4,301.00	
Kenn Valley Council of Govmnt	4,325.00	4,295.00	4,325.00	4,325.00	4,305.00	4,301.00	
Dept/Div: 25-30 COMMUNITY SERVICES / Age Friendly							
ADMINISTRATION							
10-10 ADVERTISING	0.00	54.00	0.00	75.00	500.00	0.00	
ADMINISTRATION	0.00	54.00	0.00	75.00	500.00	0.00	
COMMUNITY SERVICES							
55-40 Age Friendly	5,159.00	165.07	1,750.00	8,289.98	1,250.00	0.00	
COMMUNITY SERVICES	5,159.00	165.07	1,750.00	8,289.98	1,250.00	0.00	
Age Friendly	5,159.00	219.07	1,750.00	8,364.98	1,750.00	0.00	
Dept/Div: 25-40 COMMUNITY SERVICES / Library							
ADMINISTRATION							
10-50 MISC.	630.27	746.54	225.00	644.35	420.00	285.00	
10-55 OFFICE SUPPLIES	1,249.00	666.79	450.00	555.55	415.00	26.36	
ADMINISTRATION	1,879.27	1,413.33	675.00	1,199.90	835.00	311.36	
PERSONNEL							
20-20 FICA	1,253.34	1,384.09	1,305.00	1,217.38	1,865.00	421.23	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 25-40 COMMUNITY SERVICES / Library CONT'D							
20-60 WAGES	16,385.29	18,091.72	17,060.00	15,913.90	24,360.00	5,506.29	
PERSONNEL	17,638.63	19,475.81	18,365.00	17,131.28	26,225.00	5,927.52	
UTILITIES							
40-20 ELECTRONIC COMMUNICATIONS	889.00	889.00	1,075.00	789.00	440.00	450.00	
40-80 TELEPHONE	237.81	239.89	240.00	234.85	252.00	78.33	
UTILITIES	1,126.81	1,128.89	1,315.00	1,023.85	692.00	528.33	
COMMUNITY SERVICES							
55-30 LIBRARY COLLECTION	7,956.31	7,450.39	6,100.00	7,035.91	7,900.00	2,073.54	
COMMUNITY SERVICES	7,956.31	7,450.39	6,100.00	7,035.91	7,900.00	2,073.54	
EQUIPMENT REPLACEMENT							
65-30 CAPITAL EQUIPMENT	0.00	0.00	0.00	271.76	0.00	0.00	
EQUIPMENT REPLACEMENT	0.00	0.00	0.00	271.76	0.00	0.00	
Library	28,601.02	29,468.42	26,455.00	26,662.70	35,652.00	8,840.75	
Dept/Div: 25-50 COMMUNITY SERVICES / Readfield Public Access TV							
ADMINISTRATION							
10-55 OFFICE SUPPLIES	0.00	219.14	0.00	168.71	0.00	0.00	
ADMINISTRATION	0.00	219.14	0.00	168.71	0.00	0.00	
PERSONNEL							
20-20 FICA	229.52	229.52	230.00	229.52	230.00	57.38	
PERSONNEL	229.52	229.52	230.00	229.52	230.00	57.38	
STIPEND							
25-35 READFIELD TV ADMINISTRATOR	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	750.00	
STIPEND	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	750.00	
UTILITIES							
40-20 ELECTRONIC COMMUNICATIONS	0.00	0.00	156.00	0.00	180.00	39.72	
UTILITIES	0.00	0.00	156.00	0.00	180.00	39.72	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 25-50 COMMUNITY SERVICES / Readfield Public Access TV							
CONT'D							
EQUIP OPERATION, REPAIR, MAINT							
60-10 COMPUTER REPAIR & MAINT	0.00	0.00	1,000.00	57.63	500.00	0.00	
EQUIP OPERATION, REPAIR, MAINT	0.00	0.00	1,000.00	57.63	500.00	0.00	
EQUIPMENT REPLACEMENT							
65-30 CAPITAL EQUIPMENT	2,978.90	2,189.75	1,000.00	954.41	500.00	0.00	
EQUIPMENT REPLACEMENT	2,978.90	2,189.75	1,000.00	954.41	500.00	0.00	
Readfield Public Access TV	6,208.42	5,638.41	5,386.00	4,410.27	4,410.00	847.10	
Dept/Div: 25-60 COMMUNITY SERVICES / Street Lights							
COMMUNITY SERVICES							
55-50 STREET LIGHTS	5,785.71	5,820.11	6,200.00	6,020.21	6,500.00	1,972.43	
COMMUNITY SERVICES	5,785.71	5,820.11	6,200.00	6,020.21	6,500.00	1,972.43	
Street Lights	5,785.71	5,820.11	6,200.00	6,020.21	6,500.00	1,972.43	
COMMUNITY SERVICES	63,341.57	56,058.83	55,961.00	61,325.91	65,037.00	20,699.08	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 30-10 RECREATION, PARKS,& ACTIVITIES / BEACH							
ADMINISTRATION							
10-10 ADVERTISING	0.00	0.00	325.00	0.00	350.00	0.00	
10-50 MISC.	260.00	26.00	100.00	514.00	500.00	277.20	
10-55 OFFICE SUPPLIES	24.29	22.99	50.00	0.00	50.00	65.00	
ADMINISTRATION	284.29	48.99	475.00	514.00	900.00	342.20	
INSURANCE							
15-60 UNEMPLOYMENT	157.18	0.00	287.00	0.00	287.00	0.00	
15-80 WORKERS COMP	219.68	0.00	231.00	284.77	230.00	0.00	
INSURANCE	376.86	0.00	518.00	284.77	517.00	0.00	
PERSONNEL							
20-20 FICA	382.38	602.95	535.00	495.11	535.00	403.10	
20-60 WAGES	4,998.43	7,881.00	6,930.00	6,472.02	6,930.00	5,268.98	
PERSONNEL	5,380.81	8,483.95	7,465.00	6,967.13	7,465.00	5,672.08	
UTILITIES							
40-30 ELECTRIC	180.11	185.11	180.00	184.21	180.00	61.70	
40-70 LAVATORY	382.50	215.33	255.00	333.00	350.00	405.00	
UTILITIES	562.61	400.44	435.00	517.21	530.00	466.70	
EQUIP OPERATION, REPAIR, MAINT							
60-30 FUEL/OIL	77.17	125.32	150.00	40.00	100.00	19.31	
60-35 EQUIPMENT MAINTENANCE	173.53	0.00	217.00	154.33	200.00	0.00	
EQUIP OPERATION, REPAIR, MAINT	250.70	125.32	367.00	194.33	300.00	19.31	
BUILDING O&M							
70-40 GROUNDS	187.64	559.86	0.00	0.00	0.00	0.00	
70-60 MAINTENANCE	233.63	140.20	400.00	230.72	200.00	0.00	
70-70 SUPPLIES	0.00	31.12	0.00	330.81	0.00	0.00	
BUILDING O&M	421.27	731.18	400.00	561.53	200.00	0.00	
BEACH	7,276.54	9,789.88	9,660.00	9,038.97	9,912.00	6,500.29	

FY21 Budget Initial Request Worksheet

		Expense						
		2017	2018	2019	2019	2020	2020	2021
		Actual	Actual	Budget	Actual	Budget	YTD	Initial
Dept/Div: 30-20 RECREATION, PARKS,& ACTIVITIES / RECREATION BOARD								
ADMINISTRATION								
10-50 MISC.		0.00	0.00	0.00	356.47	500.00	0.00	
	ADMINISTRATION	0.00	0.00	0.00	356.47	500.00	0.00	
RECREATION								
30-10 BASEBALL		1,075.45	5,260.70	2,920.00	2,043.96	2,920.00	1,200.00	
30-12 SOFTBALL		895.63	531.00	1,540.00	1,920.18	1,540.00	-285.00	
30-20 BASKETBALL		2,202.33	1,562.56	3,150.00	3,380.89	3,150.00	0.00	
30-30 HALLOWEEN		84.33	0.00	200.00	51.38	200.00	0.00	
30-35 Easter Egg Hunt		0.00	0.00	200.00	0.00	200.00	0.00	
30-40 SOCCER		1,664.91	1,366.52	2,100.00	1,541.29	2,100.00	935.00	
30-55 SWIM INSTRUCTION		0.00	0.00	1,250.00	0.00	1,500.00	0.00	
30-60 Other Events		0.00	14.80	200.00	73.18	200.00	0.00	
	RECREATION	5,922.65	8,735.58	11,560.00	9,010.88	11,810.00	1,850.00	
	RECREATION BOARD	5,922.65	8,735.58	11,560.00	9,367.35	12,310.00	1,850.00	
Dept/Div: 30-25 RECREATION, PARKS,& ACTIVITIES / HERITAGE DAYS								
RECREATION								
30-91 HERITAGE DAYS ENTERTAINMENT		0.00	4,680.00	5,000.00	0.00	10,000.00	4,900.00	
	RECREATION	0.00	4,680.00	5,000.00	0.00	10,000.00	4,900.00	
	HERITAGE DAYS	0.00	4,680.00	5,000.00	0.00	10,000.00	4,900.00	
Dept/Div: 30-60 RECREATION, PARKS,& ACTIVITIES / Town Properties								
UTILITIES								
40-70 LAVATORY		0.00	0.00	680.00	95.00	680.00	285.00	
	UTILITIES	0.00	0.00	680.00	95.00	680.00	285.00	
Town Property								

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 30-60 RECREATION, PARKS,& ACTIVITIES / Town Properties CONT'D							
75-40 Materials	0.00	0.00	2,000.00	3,104.44	2,000.00	25.89	
Town Property	0.00	0.00	2,000.00	3,104.44	2,000.00	25.89	
Town Properties	0.00	0.00	2,680.00	3,199.44	2,680.00	310.89	
Dept/Div: 30-70 RECREATION, PARKS,& ACTIVITIES / Trails ADMINISTRATION							
10-40 Publications	19.22	0.00	0.00	134.42	0.00	114.64	
10-50 MISC.	129.99	0.00	0.00	212.84	0.00	0.00	
ADMINISTRATION	149.21	0.00	0.00	347.26	0.00	114.64	
PUBLIC WAYS OPERATION & MAINT							
80-10 CONTRACT SERVICES	340.00	0.00	0.00	192.00	0.00	0.00	
80-40 MATERIALS	0.00	0.00	1,808.00	76.33	2,510.00	0.00	
80-80 SIGNS/SUPPLIES	360.00	590.64	0.00	72.00	0.00	0.00	
PUBLIC WAYS OPERATION & MAINT	700.00	590.64	1,808.00	340.33	2,510.00	0.00	
Trails	849.21	590.64	1,808.00	687.59	2,510.00	114.64	
Dept/Div: 30-80 RECREATION, PARKS,& ACTIVITIES / Millstream Dam Project RECREATION							
30-85 Millstream Dam	0.00	403.00	8,000.00	1,532.12	0.00	0.00	
RECREATION	0.00	403.00	8,000.00	1,532.12	0.00	0.00	
PUBLIC WAYS OPERATION & MAINT							
80-10 CONTRACT SERVICES	0.00	0.00	0.00	4,311.00	0.00	0.00	
PUBLIC WAYS OPERATION & MAINT	0.00	0.00	0.00	4,311.00	0.00	0.00	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 30-80 RECREATION, PARKS,& ACTIVITIES / Millstream Dam Project CONT'D							
Millstream Dam Project	0.00	403.00	8,000.00	5,843.12	0.00	0.00	
RECREATION, PARKS,& ACTIVITIES	14,048.40	24,199.10	38,708.00	28,136.47	37,412.00	13,675.82	

FY21 Budget Initial Request Worksheet

	Expense						
	2017	2018	2019	2019	2020	2020	2021
	Actual	Actual	Budget	Actual	Budget	YTD	Initial
Dept/Div: 40-10 PROTECTION / FIRE DEPARTMENT							
ADMINISTRATION							
10-45 MEMBERSHIPS	955.00	0.00	600.00	925.00	600.00	0.00	
10-55 OFFICE SUPPLIES	4.96	63.48	100.00	0.00	50.00	0.00	
10-80 TRAINING & CONFERENCES	1,052.82	1,270.76	2,000.00	1,133.56	4,000.00	438.55	
ADMINISTRATION	2,012.78	1,334.24	2,700.00	2,058.56	4,650.00	438.55	
INSURANCE							
15-90 Fire Fighter GAP	850.00	850.00	900.00	850.00	900.00	748.00	
INSURANCE	850.00	850.00	900.00	850.00	900.00	748.00	
PERSONNEL							
20-20 FICA	2,232.69	2,820.80	2,550.00	2,914.73	2,550.00	106.87	
20-60 WAGES	22,135.00	29,872.00	26,000.00	31,000.00	26,000.00	22.00	
20-95 Supplies	438.82	29.95	1,000.00	49.16	1,000.00	0.00	
PERSONNEL	24,806.51	32,722.75	29,550.00	33,963.89	29,550.00	128.87	
STIPEND							
25-71 Fire Chief	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	750.00	
25-72 Deputy Fire Chief	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	325.00	
25-73 Assistant Fire Chief	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	300.00	
25-74 Fire Training Officer	250.00	500.00	500.00	500.00	500.00	0.00	
25-76 Fire Captains	1,300.00	1,000.00	1,200.00	1,100.00	1,200.00	0.00	
STIPEND	7,050.00	7,000.00	7,200.00	7,100.00	7,200.00	1,375.00	
UTILITIES							
40-80 TELEPHONE	519.43	523.72	550.00	538.18	600.00	182.65	
UTILITIES	519.43	523.72	550.00	538.18	600.00	182.65	
CONTRACT SERVICES							
50-41 SCBA FLOW TESTING	1,221.00	1,887.00	1,200.00	1,445.00	2,000.00	0.00	
50-42 PUMP TEST/Maint.	2,792.84	2,856.40	3,000.00	3,000.00	3,000.00	0.00	
CONTRACT SERVICES	4,013.84	4,743.40	4,200.00	4,445.00	5,000.00	0.00	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 40-10 PROTECTION / FIRE DEPARTMENT CONT'D							
EQUIP OPERATION, REPAIR, MAINT							
60-30 FUEL/OIL	1,704.06	2,458.58	3,000.00	2,010.72	3,000.00	54.15	
60-71 FIRE TRUCKS	7,968.03	1,361.50	5,000.00	19,522.95	5,000.00	633.92	
60-73 FIRE EQUIPMENT	4,475.07	3,300.40	4,500.00	3,136.60	4,500.00	100.96	
60-74 Personal Protective Gear	3,041.50	13,576.34	4,000.00	17,406.00	4,000.00	231.00	
60-75 EMS EQUIP	0.00	0.00	500.00	0.00	0.00	0.00	
EQUIP OPERATION, REPAIR, MAINT	17,188.66	20,696.82	17,000.00	42,076.27	16,500.00	1,020.03	
EQUIPMENT REPLACEMENT							
65-40 RADIOS/PAGERS	1,706.00	2,445.50	3,500.00	3,448.60	3,500.00	0.00	
EQUIPMENT REPLACEMENT	1,706.00	2,445.50	3,500.00	3,448.60	3,500.00	0.00	
FIRE DEPARTMENT	58,147.22	70,316.43	65,600.00	94,480.50	67,900.00	3,893.10	
Dept/Div: 40-15 PROTECTION / FIRE EQUIPMENT							
EQUIPMENT REPLACEMENT							
65-30 CAPITAL EQUIPMENT	14,424.21	0.00	8,000.00	3,645.07	0.00	6,680.00	
EQUIPMENT REPLACEMENT	14,424.21	0.00	8,000.00	3,645.07	0.00	6,680.00	
FIRE EQUIPMENT	14,424.21	0.00	8,000.00	3,645.07	0.00	6,680.00	
Dept/Div: 40-20 PROTECTION / AMBULANCE							
COMMUNITY SERVICES							
55-10 AMBULANCE	23,382.00	24,031.50	25,400.00	25,460.40	26,750.00	13,119.90	
COMMUNITY SERVICES	23,382.00	24,031.50	25,400.00	25,460.40	26,750.00	13,119.90	
AMBULANCE	23,382.00	24,031.50	25,400.00	25,460.40	26,750.00	13,119.90	
Dept/Div: 40-30 PROTECTION / WATER HOLES							
COMMUNITY SERVICES							

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 40-30 PROTECTION / WATER HOLES							
55-80 WATER HOLES	1,455.17	0.00	500.00	0.00	0.00	0.00	
COMMUNITY SERVICES	1,455.17	0.00	500.00	0.00	0.00	0.00	
WATER HOLES	1,455.17	0.00	500.00	0.00	0.00	0.00	
Dept/Div: 40-35 PROTECTION / Tower Sites							
UTILITIES							
40-30 ELECTRIC	730.76	803.23	850.00	863.94	1,000.00	294.50	
40-60 HEATING	14.81	0.00	50.00	0.00	50.00	0.00	
UTILITIES	745.57	803.23	900.00	863.94	1,050.00	294.50	
CONTRACT SERVICES							
50-90 TOWER SITE	1,711.20	36,875.57	1,000.00	5,960.05	1,000.00	0.00	
CONTRACT SERVICES	1,711.20	36,875.57	1,000.00	5,960.05	1,000.00	0.00	
EQUIP OPERATION, REPAIR, MAINT							
60-60 Equipment Lease/Rent	500.00	500.00	500.00	500.00	500.00	0.00	
EQUIP OPERATION, REPAIR, MAINT	500.00	500.00	500.00	500.00	500.00	0.00	
Tower Sites	2,956.77	38,178.80	2,400.00	7,323.99	2,550.00	294.50	
Dept/Div: 40-40 PROTECTION / Dispatching							
CONTRACT SERVICES							
50-40 DISPATCH	25,479.12	26,017.92	28,625.00	22,619.12	35,000.00	22,658.07	
CONTRACT SERVICES	25,479.12	26,017.92	28,625.00	22,619.12	35,000.00	22,658.07	
Dispatching	25,479.12	26,017.92	28,625.00	22,619.12	35,000.00	22,658.07	
Dept/Div: 40-60 PROTECTION / Personal Protect Gear Replacem							
EQUIP OPERATION, REPAIR, MAINT							
60-74 Personal Protective Gear	1,841.00	0.00	2,000.00	0.00	0.00	0.00	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 40-60 PROTECTION / Personal Protect Gear Replacem							
EQUIP OPERATION, REPAIR, MAINT	1,841.00	0.00	2,000.00	0.00	0.00	0.00	
Personal Protect Gear Replacem	1,841.00	0.00	2,000.00	0.00	0.00	0.00	
Dept/Div: 40-70 PROTECTION / Emergency Operations							
EQUIPMENT REPLACEMENT							
65-35 Capital Communications	0.00	0.00	200.00	0.00	0.00	0.00	
EQUIPMENT REPLACEMENT	0.00	0.00	200.00	0.00	0.00	0.00	
Emergency Operations	0.00	0.00	200.00	0.00	0.00	0.00	
PROTECTION	127,685.49	158,544.65	132,725.00	153,529.08	132,200.00	46,645.57	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 50-10 CEMETERIES / TOWN CEMETERIES							
CONTRACT SERVICES							
50-35 CEMETERY STONE REPAIR	363.96	3,658.50	4,000.00	4,000.00	4,000.00	0.00	
50-89 WOOD & BRUSH REMOVAL	4,550.00	243.75	5,000.00	260.00	5,000.00	0.00	
CONTRACT SERVICES	4,913.96	3,902.25	9,000.00	4,260.00	9,000.00	0.00	
COMMUNITY SERVICES							
55-70 Veterans Memorial	182.88	374.40	400.00	425.55	600.00	0.00	
COMMUNITY SERVICES	182.88	374.40	400.00	425.55	600.00	0.00	
BUILDING O&M							
70-40 GROUNDS	0.00	354.90	2,000.00	780.93	1,000.00	0.00	
BUILDING O&M	0.00	354.90	2,000.00	780.93	1,000.00	0.00	
PUBLIC WAYS OPERATION & MAINT							
80-10 CONTRACT SERVICES	0.00	0.00	4,000.00	5,100.00	5,000.00	0.00	
80-80 SIGNS/SUPPLIES	5.67	103.93	300.00	99.98	1,400.00	75.55	
PUBLIC WAYS OPERATION & MAINT	5.67	103.93	4,300.00	5,199.98	6,400.00	75.55	
TOWN CEMETERIES	5,102.51	4,735.48	15,700.00	10,666.46	17,000.00	75.55	
CEMETERIES	5,102.51	4,735.48	15,700.00	10,666.46	17,000.00	75.55	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 60-10 Roads & Drainage / Road Maintenance							
CONTRACT SERVICES							
50-50 ENGINEERING	539.00	0.00	5,830.00	0.00	0.00	0.00	
CONTRACT SERVICES	539.00	0.00	5,830.00	0.00	0.00	0.00	
PUBLIC WAYS OPERATION & MAINT							
80-10 CONTRACT SERVICES	54,146.02	19,649.00	100,000.00	82,386.35	98,928.00	34,451.38	
80-20 EROSION CONTROL	20.00	0.00	0.00	149.95	0.00	0.00	
80-30 Gravel/ Sand	8,496.31	10,230.00	40,000.00	47,123.39	5,000.00	0.00	
80-70 PATCHING	0.00	67.99	0.00	726.00	0.00	0.00	
80-80 SIGNS/SUPPLIES	1,912.27	1,801.98	1,500.00	2,197.27	1,000.00	414.25	
PUBLIC WAYS OPERATION & MAINT	64,574.60	31,748.97	141,500.00	132,582.96	104,928.00	34,865.63	
Road Maintenance	65,113.60	31,748.97	147,330.00	132,582.96	104,928.00	34,865.63	
Dept/Div: 60-40 Roads & Drainage / Winter Maintenance							
UTILITIES							
40-30 ELECTRIC	599.76	619.96	600.00	544.37	650.00	61.25	
UTILITIES	599.76	619.96	600.00	544.37	650.00	61.25	
PUBLIC WAYS OPERATION & MAINT							
80-10 CONTRACT SERVICES	225,917.00	230,016.26	235,000.00	239,321.00	240,000.00	0.00	
80-20 EROSION CONTROL	21,676.29	22,830.08	25,000.00	21,615.76	25,000.00	8,765.64	
80-80 SIGNS/SUPPLIES	10.14	0.00	0.00	121.92	0.00	0.00	
PUBLIC WAYS OPERATION & MAINT	247,603.43	252,846.34	260,000.00	261,058.68	265,000.00	8,765.64	
Winter Maintenance	248,203.19	253,466.30	260,600.00	261,603.05	265,650.00	8,826.89	
Roads & Drainage	313,316.79	285,215.27	407,930.00	394,186.01	370,578.00	43,692.52	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 65-01 CAPITAL IMPROVEMENTS / Adm Technology							
EQUIPMENT REPLACEMENT							
65-10 COMPUTER HARDWARE	0.00	0.00	6,000.00	6,000.00	0.00	0.00	
EQUIPMENT REPLACEMENT	0.00	0.00	6,000.00	6,000.00	0.00	0.00	
Adm Technology	0.00	0.00	6,000.00	6,000.00	0.00	0.00	
Dept/Div: 65-05 CAPITAL IMPROVEMENTS / Fire Department							
COMMUNITY SERVICES							
55-80 WATER HOLES	0.00	0.00	0.00	0.00	500.00	0.00	
COMMUNITY SERVICES	0.00	0.00	0.00	0.00	500.00	0.00	
EQUIP OPERATION, REPAIR, MAINT							
60-73 FIRE EQUIPMENT	0.00	0.00	0.00	0.00	8,000.00	0.00	
60-74 Personal Protective Gear	0.00	0.00	0.00	0.00	2,000.00	0.00	
EQUIP OPERATION, REPAIR, MAINT	0.00	0.00	0.00	0.00	10,000.00	0.00	
Fire Department	0.00	0.00	0.00	0.00	10,500.00	0.00	
Dept/Div: 65-12 CAPITAL IMPROVEMENTS / Fire Station Addition							
CONTRACT SERVICES							
50-26 Construction	0.00	0.00	0.00	0.00	710,000.00	0.00	
CONTRACT SERVICES	0.00	0.00	0.00	0.00	710,000.00	0.00	
Fire Station Addition	0.00	0.00	0.00	0.00	710,000.00	0.00	
Dept/Div: 65-25 CAPITAL IMPROVEMENTS / Parks/Recreation							
PUBLIC WAYS OPERATION & MAINT							
80-10 CONTRACT SERVICES	0.00	0.00	0.00	1,055.00	0.00	0.00	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 65-25 CAPITAL IMPROVEMENTS / Parks/Recreation							
PUBLIC WAYS OPERATION & MAINT	0.00	0.00	0.00	1,055.00	0.00	0.00	
Parks/Recreation	0.00	0.00	0.00	1,055.00	0.00	0.00	
Dept/Div: 65-30 CAPITAL IMPROVEMENTS / Library Building							
CONTRACT SERVICES							
50-26 Construction	0.00	0.00	0.00	0.00	100,000.00	0.00	
50-50 ENGINEERING	0.00	0.00	0.00	1,989.30	0.00	775.02	
CONTRACT SERVICES	0.00	0.00	0.00	1,989.30	100,000.00	775.02	
PUBLIC WAYS OPERATION & MAINT							
80-10 CONTRACT SERVICES	0.00	0.00	5,000.00	0.00	0.00	0.00	
PUBLIC WAYS OPERATION & MAINT	0.00	0.00	5,000.00	0.00	0.00	0.00	
Library Building	0.00	0.00	5,000.00	1,989.30	100,000.00	775.02	
Dept/Div: 65-40 CAPITAL IMPROVEMENTS / Cemetery							
PUBLIC WAYS OPERATION & MAINT							
80-10 CONTRACT SERVICES	0.00	0.00	5,000.00	8,290.00	5,000.00	0.00	
PUBLIC WAYS OPERATION & MAINT	0.00	0.00	5,000.00	8,290.00	5,000.00	0.00	
Cemetery	0.00	0.00	5,000.00	8,290.00	5,000.00	0.00	
Dept/Div: 65-55 CAPITAL IMPROVEMENTS / Roads							
BUILDING O&M							
70-60 MAINTENANCE	0.00	0.00	35,000.00	2,116.40	50,000.00	0.00	
BUILDING O&M	0.00	0.00	35,000.00	2,116.40	50,000.00	0.00	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 65-55 CAPITAL IMPROVEMENTS / Roads CONT'D							
PUBLIC WAYS OPERATION & MAINT							
80-10 CONTRACT SERVICES	0.00	0.00	0.00	2,000.01	0.00	96,229.69	
80-60 ROAD REPAIR	0.00	0.00	0.00	0.00	5,000.00	0.00	
80-90 PAVING	0.00	0.00	15,000.00	0.00	175,000.00	0.00	
PUBLIC WAYS OPERATION & MAINT	0.00	0.00	15,000.00	2,000.01	180,000.00	96,229.69	
Roads	0.00	0.00	50,000.00	4,116.41	230,000.00	96,229.69	
Dept/Div: 65-65 CAPITAL IMPROVEMENTS / Equipment							
EQUIPMENT REPLACEMENT							
65-30 CAPITAL EQUIPMENT	2,955.84	0.00	15,000.00	18,404.82	15,000.00	0.00	
EQUIPMENT REPLACEMENT	2,955.84	0.00	15,000.00	18,404.82	15,000.00	0.00	
Equipment	2,955.84	0.00	15,000.00	18,404.82	15,000.00	0.00	
Dept/Div: 65-66 CAPITAL IMPROVEMENTS / Leases							
EQUIP OPERATION, REPAIR, MAINT							
60-57 JD Mower	0.00	0.00	3,000.00	0.00	3,000.00	0.00	
60-65 Sidewalk Vehicle	0.00	0.00	16,000.00	16,138.17	16,150.00	16,138.17	
EQUIP OPERATION, REPAIR, MAINT	0.00	0.00	19,000.00	16,138.17	19,150.00	16,138.17	
Leases	0.00	0.00	19,000.00	16,138.17	19,150.00	16,138.17	
Dept/Div: 65-70 CAPITAL IMPROVEMENTS / Transfer Station							
ADMINISTRATION							
10-50 MISC.	0.00	0.00	15,614.00	0.00	20,420.00	0.00	
ADMINISTRATION	0.00	0.00	15,614.00	0.00	20,420.00	0.00	
EQUIPMENT REPLACEMENT							
65-30 CAPITAL EQUIPMENT	4,900.00	0.00	6,000.00	0.00	6,000.00	0.00	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 65-70 CAPITAL IMPROVEMENTS / Transfer Station CONT'D							
EQUIPMENT REPLACEMENT	4,900.00	0.00	6,000.00	0.00	6,000.00	0.00	
BUILDING O&M							
70-60 MAINTENANCE	0.00	0.00	5,000.00	0.00	0.00	0.00	
BUILDING O&M	0.00	0.00	5,000.00	0.00	0.00	0.00	
PUBLIC WAYS OPERATION & MAINT							
80-10 CONTRACT SERVICES	0.00	0.00	0.00	16,822.29	0.00	3,090.80	
80-30 Gravel/ Sand	0.00	0.00	0.00	5,289.40	0.00	0.00	
80-90 PAVING	2,034.00	0.00	25,000.00	44,999.25	0.00	0.00	
PUBLIC WAYS OPERATION & MAINT	2,034.00	0.00	25,000.00	67,110.94	0.00	3,090.80	
Transfer Station	6,934.00	0.00	51,614.00	67,110.94	26,420.00	3,090.80	
Dept/Div: 65-90 CAPITAL IMPROVEMENTS / Maranacook Lake Dam							
PUBLIC WAYS OPERATION & MAINT							
80-10 CONTRACT SERVICES	19,314.59	1,506.92	300,000.00	36,462.47	0.00	114,463.51	
PUBLIC WAYS OPERATION & MAINT	19,314.59	1,506.92	300,000.00	36,462.47	0.00	114,463.51	
Maranacook Lake Dam	19,314.59	1,506.92	300,000.00	36,462.47	0.00	114,463.51	
CAPITAL IMPROVEMENTS	29,204.43	1,506.92	451,614.00	159,567.11	1,116,070.00	230,697.19	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 70-10 SOLID WASTE / TRANSFER STATION							
ADMINISTRATION							
10-10 ADVERTISING	0.00	0.00	250.00	310.00	250.00	0.00	
10-25 EDUCATION	0.00	0.00	250.00	0.00	250.00	0.00	
10-45 MEMBERSHIPS	429.00	441.00	475.00	705.00	500.00	0.00	
10-50 MISC.	361.23	11.88	0.00	5.50	0.00	0.00	
10-55 OFFICE SUPPLIES	1,699.48	1,452.39	1,000.00	1,017.96	1,000.00	420.00	
10-80 TRAINING & CONFERENCES	55.00	566.84	250.00	173.00	1,000.00	250.00	
10-95 Recycling Bins	0.00	75.00	1,000.00	154.00	1,000.00	0.00	
ADMINISTRATION	2,544.71	2,547.11	3,225.00	2,365.46	4,000.00	670.00	
INSURANCE							
15-20 HEALTH INSURANCE	24,263.60	26,157.71	28,200.00	27,372.25	29,000.00	7,177.64	
15-25 HEALTH REIMBURSEMENT	363.00	1,025.30	1,700.00	1,721.00	1,500.00	1,436.00	
15-60 UNEMPLOYMENT	882.99	741.39	561.00	551.25	500.00	38.61	
15-80 WORKERS COMP	3,314.00	3,656.34	3,500.00	3,230.24	2,750.00	1,061.92	
INSURANCE	28,823.59	31,580.74	33,961.00	32,874.74	33,750.00	9,714.17	
PERSONNEL							
20-20 FICA	5,267.38	5,845.45	5,550.00	5,852.34	5,950.00	2,011.71	
20-30 MILEAGE	441.22	859.88	500.00	754.51	1,000.00	64.96	
20-40 RETIREMENT	4,084.84	4,893.51	5,550.00	4,801.54	5,850.00	1,411.85	
20-60 WAGES	65,083.51	71,745.11	66,800.00	71,892.92	71,800.00	24,927.62	
20-90 CLOTHING ALLOWANCE	0.00	225.46	800.00	464.87	800.00	395.00	
PERSONNEL	74,876.95	83,569.41	79,200.00	83,766.18	85,400.00	28,811.14	
UTILITIES							
40-30 ELECTRIC	2,223.01	2,342.73	2,600.00	2,270.87	2,750.00	413.08	
40-60 HEATING	556.01	896.49	800.00	793.64	1,000.00	0.00	
40-70 LAVATORY	500.00	500.00	500.00	525.00	550.00	275.00	
40-80 TELEPHONE	498.55	502.84	550.00	517.30	550.00	175.69	

FY21 Budget Initial Request Worksheet

	Expense						
	2017	2018	2019	2019	2020	2020	2021
	Actual	Actual	Budget	Actual	Budget	YTD	Initial
Dept/Div: 70-10 SOLID WASTE / TRANSFER STATION CONT'D							
UTILITIES	3,777.57	4,242.06	4,450.00	4,106.81	4,850.00	863.77	
CONTRACT SERVICES							
50-80 TS CONTAINER RENTAL	232.54	232.54	300.00	211.40	300.00	63.42	
50-81 TRANSFER STATION HAULING	30,635.56	34,037.76	39,750.00	34,729.54	35,000.00	11,894.60	
50-82 SINGLE SORT TIPPING	239.70	9,077.01	15,000.00	11,581.40	13,000.00	4,595.25	
50-83 DEMO TIPPING	16,623.63	18,801.57	23,000.00	20,068.89	23,000.00	7,891.76	
50-84 FREON DISPOSAL	1,642.50	1,057.50	1,200.00	532.50	1,200.00	945.00	
50-86 TIRE DISPOSAL	1,572.00	1,450.00	1,800.00	1,040.00	1,600.00	0.00	
50-87 TRASH TIPPING	72,075.48	75,578.61	82,000.00	76,984.66	78,000.00	27,494.90	
50-88 UNIVERSAL WASTE DISPOSAL	296.66	358.57	400.00	552.26	400.00	78.75	
50-89 WOOD & BRUSH REMOVAL	0.00	5,636.50	6,000.00	4,561.70	6,000.00	0.00	
50-95 WEB HOSTING	50.00	210.00	300.00	150.00	300.00	150.00	
CONTRACT SERVICES	123,368.07	146,440.06	169,750.00	150,412.35	158,800.00	53,113.68	
EQUIP OPERATION, REPAIR, MAINT							
60-35 EQUIPMENT MAINTENANCE	1,034.20	10,951.36	1,000.00	8,489.55	8,000.00	1,233.48	
60-60 Equipment Lease/Rent	1,240.00	841.20	1,000.00	244.00	1,000.00	0.00	
60-74 Personal Protective Gear	158.14	409.47	200.00	68.99	200.00	27.50	
EQUIP OPERATION, REPAIR, MAINT	2,432.34	12,202.03	2,200.00	8,802.54	9,200.00	1,260.98	
BUILDING O&M							
70-30 FURNACE MAINTENANCE	0.00	0.00	100.00	0.00	100.00	0.00	
70-40 GROUNDS	0.00	0.00	100.00	0.00	100.00	1,134.60	
70-60 MAINTENANCE	795.20	622.17	500.00	592.00	1,000.00	804.43	
70-70 SUPPLIES	81.08	358.48	200.00	816.02	200.00	261.15	
BUILDING O&M	876.28	980.65	900.00	1,408.02	1,400.00	2,200.18	
PUBLIC WAYS OPERATION & MAINT							
80-10 CONTRACT SERVICES	4,999.66	1,318.50	1,500.00	0.00	0.00	0.00	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 70-10 SOLID WASTE / TRANSFER STATION CONT'D							
80-60 ROAD REPAIR	360.00	0.00	500.00	0.00	0.00	0.00	
80-80 SIGNS/SUPPLIES	22.62	681.27	500.00	0.00	100.00	4.48	
PUBLIC WAYS OPERATION & MAINT	5,382.28	1,999.77	2,500.00	0.00	100.00	4.48	
TRANSFER STATION	242,081.79	283,561.83	296,186.00	283,736.10	297,500.00	96,638.40	
Dept/Div: 70-50 SOLID WASTE / BACKHOE							
EQUIP OPERATION, REPAIR, MAINT							
60-30 FUEL/OIL	1,213.75	881.29	1,500.00	941.19	1,200.00	0.00	
60-55 Backhoe	4,969.72	11,131.01	6,000.00	7,569.20	2,000.00	677.73	
EQUIP OPERATION, REPAIR, MAINT	6,183.47	12,012.30	7,500.00	8,510.39	3,200.00	677.73	
BACKHOE	6,183.47	12,012.30	7,500.00	8,510.39	3,200.00	677.73	
SOLID WASTE	248,265.26	295,574.13	303,686.00	292,246.49	300,700.00	97,316.13	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 75-10 EDUCATION / RSU#38							
ASSESSMENTS							
45-75 RSU#38 PAYMENT	3,442,351.00	3,527,596.00	3,564,799.00	3,556,960.00	3,710,394.00	1,236,797.92	
ASSESSMENTS	3,442,351.00	3,527,596.00	3,564,799.00	3,556,960.00	3,710,394.00	1,236,797.92	
RSU#38	3,442,351.00	3,527,596.00	3,564,799.00	3,556,960.00	3,710,394.00	1,236,797.92	
EDUCATION	3,442,351.00	3,527,596.00	3,564,799.00	3,556,960.00	3,710,394.00	1,236,797.92	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 80-10 REGIONAL ORGANIZATIONS / COBBOSSEE WATER DISTRICT							
ASSESSMENTS							
45-10 COBBOSSEE WATERSHED DISTRICT	20,812.00	21,436.00	23,500.00	22,079.00	22,852.00	7,599.00	
ASSESSMENTS	20,812.00	21,436.00	23,500.00	22,079.00	22,852.00	7,599.00	
COBBOSSEE WATER DISTRICT	20,812.00	21,436.00	23,500.00	22,079.00	22,852.00	7,599.00	
Dept/Div: 80-40 REGIONAL ORGANIZATIONS / First Park							
FINANCIAL							
12-50 FIRSTPARK INVESTMENT	24,880.11	12,224.27	24,500.00	24,097.46	25,000.00	0.00	
FINANCIAL	24,880.11	12,224.27	24,500.00	24,097.46	25,000.00	0.00	
First Park	24,880.11	12,224.27	24,500.00	24,097.46	25,000.00	0.00	
REGIONAL ORGANIZATIONS	45,692.11	33,660.27	48,000.00	46,176.46	47,852.00	7,599.00	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 81-20 KENNEBEC CNTY TAX / KENNEBEC CNTY TAX							
ASSESSMENTS							
45-20 KENNEBEC COUNTY TAX	0.00	0.00	266,694.00	266,694.13	285,400.00	285,399.45	
ASSESSMENTS	0.00	0.00	266,694.00	266,694.13	285,400.00	285,399.45	
KENNEBEC CNTY TAX	0.00	0.00	266,694.00	266,694.13	285,400.00	285,399.45	
KENNEBEC CNTY TAX	0.00	0.00	266,694.00	266,694.13	285,400.00	285,399.45	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 85-10 DEBT SERVICE / Fire Truck 11/2023							
FINANCIAL							
12-20 BOND PRINCIPAL	62,252.00	52,000.00	52,000.00	52,000.00	52,000.00	52,000.00	
12-25 BOND INTEREST	2,550.54	4,856.80	4,238.00	4,238.00	3,583.00	1,960.40	
FINANCIAL	64,802.54	56,856.80	56,238.00	56,238.00	55,583.00	53,960.40	
Fire Truck 11/2023	64,802.54	56,856.80	56,238.00	56,238.00	55,583.00	53,960.40	
Dept/Div: 85-25 DEBT SERVICE / 2013 Road Bond 7/2020							
FINANCIAL							
12-20 BOND PRINCIPAL	97,748.82	97,748.82	102,131.00	102,204.50	104,408.00	104,488.95	
12-25 BOND INTEREST	11,367.83	11,367.83	6,987.00	6,912.15	4,709.00	4,627.70	
FINANCIAL	109,116.65	109,116.65	109,118.00	109,116.65	109,117.00	109,116.65	
2013 Road Bond 7/2020	109,116.65	109,116.65	109,118.00	109,116.65	109,117.00	109,116.65	
Dept/Div: 85-40 DEBT SERVICE / Maranacook Lake Dam							
FINANCIAL							
12-20 BOND PRINCIPAL	0.00	0.00	6,000.00	0.00	16,000.00	16,000.00	
12-25 BOND INTEREST	0.00	0.00	0.00	2,074.40	3,973.00	2,074.40	
FINANCIAL	0.00	0.00	6,000.00	2,074.40	19,973.00	18,074.40	
Maranacook Lake Dam	0.00	0.00	6,000.00	2,074.40	19,973.00	18,074.40	
Dept/Div: 85-70 DEBT SERVICE / 2008 Road Bond 8/2018							
FINANCIAL							
12-20 BOND PRINCIPAL	150,000.00	150,000.00	150,000.00	150,000.00	0.00	0.00	
12-25 BOND INTEREST	19,060.12	12,501.25	6,600.00	6,832.87	0.00	0.00	
FINANCIAL	169,060.12	162,501.25	156,600.00	156,832.87	0.00	0.00	
2008 Road Bond 8/2018	169,060.12	162,501.25	156,600.00	156,832.87	0.00	0.00	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 85-80 DEBT SERVICE / Municipal Building Bond							
FINANCIAL							
FINANCIAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Municipal Building Bond	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	342,979.31	328,474.70	327,956.00	324,261.92	184,673.00	181,151.45	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 90-10 UNCLASSIFIED / ABATEMENTS/ Overlay							
ABATEMENTS							
90-10 ABATEMENTS	41,804.27	14,440.31	25,208.00	13,894.50	22,713.00	2,101.84	
ABATEMENTS	41,804.27	14,440.31	25,208.00	13,894.50	22,713.00	2,101.84	
ABATEMENTS/ Overlay	41,804.27	14,440.31	25,208.00	13,894.50	22,713.00	2,101.84	
Dept/Div: 90-15 UNCLASSIFIED / Local Tax Relief							
ABATEMENTS							
90-15 Local Tax Relief	0.00	0.00	50,000.00	0.00	10,000.00	0.00	
ABATEMENTS	0.00	0.00	50,000.00	0.00	10,000.00	0.00	
Local Tax Relief	0.00	0.00	50,000.00	0.00	10,000.00	0.00	
Dept/Div: 90-20 UNCLASSIFIED / NON-PROFIT AGENCIES							
ADMINISTRATION							
10-50 MISC.	5,832.00	9,857.00	14,036.00	14,036.00	14,148.00	11,772.00	
ADMINISTRATION	5,832.00	9,857.00	14,036.00	14,036.00	14,148.00	11,772.00	
NON-PROFIT AGENCIES	5,832.00	9,857.00	14,036.00	14,036.00	14,148.00	11,772.00	
Dept/Div: 90-40 UNCLASSIFIED / Contingency							
ADMINISTRATION							
10-50 MISC.	0.00	0.00	25,000.00	3,048.75	25,000.00	1,875.00	
ADMINISTRATION	0.00	0.00	25,000.00	3,048.75	25,000.00	1,875.00	
Contingency	0.00	0.00	25,000.00	3,048.75	25,000.00	1,875.00	
Dept/Div: 90-50 UNCLASSIFIED / Snowmobiling							
RECREATION							
30-70 SNOWMOBILING	1,489.00	940.00	1,377.00	1,377.00	1,344.00	1,343.86	
RECREATION	1,489.00	940.00	1,377.00	1,377.00	1,344.00	1,343.86	
Snowmobiling	1,489.00	940.00	1,377.00	1,377.00	1,344.00	1,343.86	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 90-60 UNCLASSIFIED / Readfield Enterprise Fund							
ADMINISTRATION							
10-50 MISC.	0.00	0.00	10,000.00	0.00	10,000.00	0.00	
ADMINISTRATION	0.00	0.00	10,000.00	0.00	10,000.00	0.00	
Readfield Enterprise Fund	0.00	0.00	10,000.00	0.00	10,000.00	0.00	
Dept/Div: 90-90 UNCLASSIFIED / Revaluation							
CONTRACT SERVICES							
50-10 ASSESSING AGENT	5,000.00	0.00	10,000.00	0.00	10,000.00	0.00	
CONTRACT SERVICES	5,000.00	0.00	10,000.00	0.00	10,000.00	0.00	
Revaluation	5,000.00	0.00	10,000.00	0.00	10,000.00	0.00	
UNCLASSIFIED	54,125.27	25,237.31	135,621.00	32,356.25	93,205.00	17,092.70	

FY21 Budget Initial Request Worksheet

Expense

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept/Div: 95-10 GENERAL ASSISTANCE / GENERAL ASSISTANCE							
ADMINISTRATION							
10-50 MISC.	197.75	1,570.00	1,000.00	0.00	1,000.00	0.00	
ADMINISTRATION	197.75	1,570.00	1,000.00	0.00	1,000.00	0.00	
UTILITIES							
40-30 ELECTRIC	88.20	0.00	500.00	102.00	500.00	0.00	
40-60 HEATING	0.00	309.90	3,000.00	580.34	3,000.00	0.00	
UTILITIES	88.20	309.90	3,500.00	682.34	3,500.00	0.00	
GENERAL ASSISTANCE	285.95	1,879.90	4,500.00	682.34	4,500.00	0.00	
GENERAL ASSISTANCE	285.95	1,879.90	4,500.00	682.34	4,500.00	0.00	
Expense Totals:	4,990,691.36	5,278,249.26	6,404,627.00	5,972,510.21	6,993,796.00	2,384,517.45	

FY21 Budget Initial Request Worksheet

Revenue

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept: 10 GENERAL GOVERNMENT							
1011 REAL ESTATE PROPERTY TAX	4,462,978.34	4,504,406.81	4,582,804.00	4,604,787.12	4,675,019.00	4,676,344.31	
1012 PERSONAL PROPERTY TAX	37,854.96	42,233.89	33,460.00	33,798.31	32,524.00	32,524.09	
1013 STATE REVENUE SHARING	135,204.48	137,772.60	135,000.00	154,346.52	200,000.00	81,679.82	
1014 INTEREST ON TAXES	26,486.48	34,138.67	25,000.00	30,376.42	30,000.00	14,538.22	
1021 INVESTMENT INCOME	4,769.12	7,484.10	5,000.00	11,398.20	6,000.00	3,413.09	
1031 VETERANS EXEMPTION	3,607.00	3,909.00	4,000.00	3,890.00	4,000.00	2,802.00	
1032 HOMESTEAD EXEMPTION	94,647.00	138,363.00	182,346.00	175,968.00	185,822.00	180,460.00	
1033 TREE GROWTH REIMBURSEMENT	9,872.82	9,358.25	9,000.00	9,092.81	9,000.00	0.00	
1034 BETE REIMBURSEMENT	7,619.00	8,474.00	15,574.00	15,612.00	12,625.00	0.00	
1040 Grants/Planning	2,735.97	0.00	0.00	0.00	0.00	0.00	
1051 BOAT EXCISE TAXES	8,297.90	7,791.80	8,000.00	7,504.60	8,000.00	1,669.30	
1052 MOTOR VEHICLE TAXES	509,631.42	541,598.94	500,000.00	573,683.54	525,000.00	246,806.96	
1053 AGENT FEE	10,601.00	10,792.25	10,000.00	10,570.75	10,000.00	4,203.00	
1054 NEWSLETTER ADS	664.00	0.00	100.00	100.00	100.00	100.00	
1060 Business License Fees	60.00	80.00	50.00	30.00	50.00	0.00	
1065 CERTIFIED COPY FEES	1,449.80	1,505.00	1,400.00	1,538.20	1,500.00	890.00	
1090 OTHER INCOME	4,890.11	56,774.26	2,000.00	25,071.29	2,000.00	1,935.50	
1095 Heating Assistance	1,300.00	1,215.78	1,500.00	2,177.08	1,500.00	1,052.55	
3010 PLUMBING FEES	7,660.75	4,687.50	5,000.00	5,420.00	6,000.00	2,172.50	
3020 LAND USE FEES	8,372.55	6,254.02	6,000.00	5,966.12	7,000.00	2,719.39	
5000 Use of Undesignated Funds	0.00	0.00	128,000.00	0.00	282,488.00	0.00	
5001 Use of Carry Forward	0.00	0.00	227,303.00	0.00	107,660.00	0.00	
GENERAL GOVERNMENT	5,338,702.70	5,516,839.87	5,881,537.00	5,671,330.96	6,106,288.00	5,253,310.73	

FY21 Budget Initial Request Worksheet

Revenue

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept: 12 Maintenance							
4010 Fuel Tax	0.00	212.35	0.00	118.41	0.00	0.00	
Maintenance	0.00	212.35	0.00	118.41	0.00	0.00	

FY21 Budget Initial Request Worksheet

Revenue

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept: 15 BOARDS & COMMISSIONS							
3015 Conservation Donations	3,503.00	38.00	30,517.00	23,161.60	0.00	0.00	
3020 STATE PARK FEES	555.71	0.00	0.00	0.00	0.00	0.00	
BOARDS & COMMISSIONS	4,058.71	38.00	30,517.00	23,161.60	0.00	0.00	

FY21 Budget Initial Request Worksheet

Revenue

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept: 25 COMMUNITY SERVICES							
1010 ANIMAL CONTROL DOG LICENSE FEE	2,936.00	2,837.00	3,000.00	2,137.00	2,500.00	151.00	
1011 Rabies Clinic	0.00	840.00	0.00	570.00	0.00	300.00	
1012 Dog Vac Fund	0.00	390.00	0.00	115.00	0.00	25.00	
3000 Age Friendly	6,000.00	0.00	1,000.00	8,000.00	0.00	0.00	
4005 LIBRARY DONATIONS	3,817.93	2,003.00	2,000.00	27,071.00	765.00	1,800.00	
4010 LIBRARY SALE PROCEEDS	1,549.44	1,475.70	1,500.00	1,217.37	0.00	1,071.06	
4015 Library Front Desk Contributio	549.53	495.34	375.00	438.12	406.00	191.20	
4020 Library Non Res Patrons	100.00	70.00	50.00	125.00	100.00	25.00	
5010 CABLE TV FRANCHISE FEES	27,479.95	28,390.78	27,000.00	30,827.95	28,000.00	14,955.04	
COMMUNITY SERVICES	42,432.85	36,501.82	34,925.00	70,501.44	31,771.00	18,518.30	

FY21 Budget Initial Request Worksheet

Revenue

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept: 30 RECREATION, PARKS,& ACTIVITIES							
1010 BEACH INCOME	6,144.83	7,813.64	9,660.00	7,007.62	9,912.00	3,014.00	
2021 REC BOARD - BASEBALL	2,230.00	2,420.00	2,920.00	2,518.50	2,920.00	0.00	
2022 REC BOARD - SOCCER	1,800.00	2,050.00	2,100.00	2,135.00	2,100.00	1,865.00	
2023 REC BOARD - SWIMMING	0.00	0.00	0.00	0.00	1,500.00	0.00	
2024 REC BOARD - Basketball	3,640.00	3,620.00	3,150.00	3,090.00	3,150.00	0.00	
2025 REC BOARD - OTHER RECREATION	0.00	72.50	0.00	40.00	0.00	0.00	
2026 Rec Board - Softball	1,010.00	1,215.00	1,540.00	1,381.50	1,540.00	53.00	
2073 HD - MERCHANDISE SALES	600.00	2,926.00	0.00	66.00	0.00	368.00	
7010 Trails	50.00	250.00	0.00	100.00	0.00	0.00	
8010 Millstream Dam Project	0.00	0.00	8,000.00	0.00	0.00	0.00	
RECREATION, PARKS,& ACTIVITIES	15,474.83	20,367.14	27,370.00	16,338.62	21,122.00	5,300.00	

FY21 Budget Initial Request Worksheet

Revenue

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept: 40 PROTECTION							
1010 FIRE DEPARTMENT DONATIONS	8,288.57	41.43	0.00	223.38	0.00	0.00	
1025 Adm Asst Regional Employee	0.00	0.00	0.00	2,520.00	0.00	0.00	
1035 FD Burn Permits online	258.00	270.00	0.00	266.00	150.00	0.00	
3500 Tower Sites	7,600.00	17,200.00	2,600.00	2,600.00	3,200.00	0.00	
PROTECTION	16,146.57	17,511.43	2,600.00	5,609.38	3,350.00	0.00	

FY21 Budget Initial Request Worksheet

Revenue

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept: 50 CEMETERIES							
5020 Donations	230.63	21.12	0.00	300.00	0.00	100.00	
CEMETERIES	230.63	21.12	0.00	300.00	0.00	100.00	

FY21 Budget Initial Request Worksheet

Revenue

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept: 60 Roads & Drainage							
2010 LOCAL ROAD ASSISTANCE	35,360.00	35,924.00	35,000.00	35,612.00	35,000.00	0.00	
Roads & Drainage	35,360.00	35,924.00	35,000.00	35,612.00	35,000.00	0.00	

FY21 Budget Initial Request Worksheet

Revenue

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept: 65 CAPITAL IMPROVEMENTS							
6512 Fire Station Addition	0.00	0.00	0.00	0.00	575,000.00	0.00	
6525 Ballfields	7.00	1.22	0.00	0.00	0.00	0.00	
6570 Transfer Station	0.00	18,578.02	9,022.00	8,840.82	11,646.00	8,866.31	
9000 Maranacook Dam	0.00	0.00	177,000.00	160,000.00	0.00	0.00	
CAPITAL IMPROVEMENTS	7.00	18,579.24	186,022.00	168,840.82	586,646.00	8,866.31	

FY21 Budget Initial Request Worksheet

Revenue

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept: 70 SOLID WASTE							
7010 TRANSFER STATION FEES	34,381.00	35,160.50	33,000.00	31,582.00	34,000.00	21,936.75	
7021 Recycle/Comp	0.00	16.00	0.00	56.00	1,000.00	16.00	
7023 TS RECYCLABLES - METAL	7,946.40	16,271.50	10,000.00	10,617.15	10,000.00	5,581.50	
7025 TS RECYCLABLES - OTHER	80.00	24.00	0.00	631.00	0.00	467.20	
7026 TS Single Sort Recycling	1,590.94	1,538.31	0.00	0.00	0.00	0.00	
7040 Commrcial Haulers Permits	1,031.25	450.00	450.00	450.00	450.00	0.00	
7089 TS Fayette Share	34,634.35	59,430.78	68,806.00	59,232.31	66,276.00	28,725.24	
7090 TS REVENUES - WAYNES SHARE	99,294.13	82,054.10	81,573.00	75,173.56	79,299.00	24,199.48	
SOLID WASTE	178,958.07	194,945.19	193,829.00	177,742.02	191,025.00	80,926.17	

FY21 Budget Initial Request Worksheet

Revenue

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept: 80 REGIONAL ORGANIZATIONS							
1250 First Park	0.00	0.00	0.00	30,660.00	0.00	0.00	
REGIONAL ORGANIZATIONS	0.00	0.00	0.00	30,660.00	0.00	0.00	

FY21 Budget Initial Request Worksheet

Revenue

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept: 90 UNCLASSIFIED							
1250 First Park Revenue	11,083.96	0.00	10,000.00	0.00	15,000.00	0.00	
3010 Snowmobile Fees	940.04	1,376.96	1,377.00	1,343.86	1,344.00	0.00	
4010 Readfield Enterprise Fund	27,555.93	388.85	0.00	0.00	0.00	0.00	
UNCLASSIFIED	39,579.93	1,765.81	11,377.00	1,343.86	16,344.00	0.00	

FY21 Budget Initial Request Worksheet

Revenue

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial
Dept: 95 GENERAL ASSISTANCE							
1010 GENERAL ASSIST-STATE REIMBURSE	0.00	1,315.93	2,250.00	477.64	2,250.00	0.00	
GENERAL ASSISTANCE	0.00	1,315.93	2,250.00	477.64	2,250.00	0.00	
Revenue Totals:	5,670,951.29	5,844,021.90	6,405,427.00	6,202,036.75	6,993,796.00	5,367,021.51	