

TOWN OF CAMDEN

Maine

Municipal Budgets

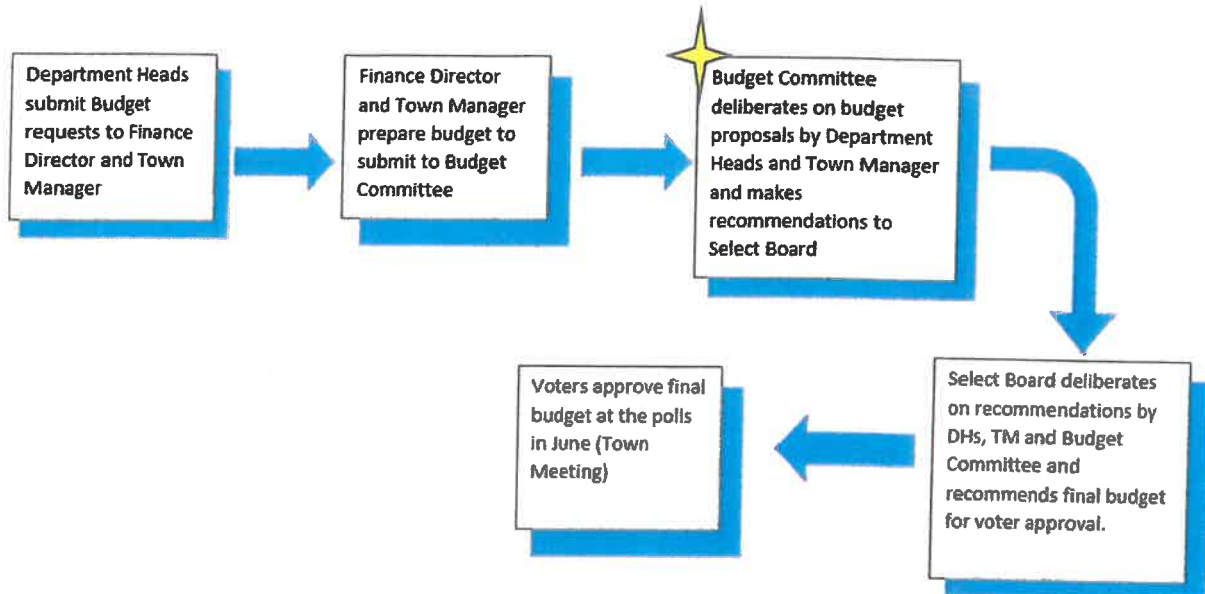
FY25



2023-2024 Budget Committee Roster

Member	Term Expires	Member	Term Expires
Cortney Sukeforth 3 Glenfield Circle cort.gunit@gmail.com A (20); (23)	(26) Cell: _____	Raymond Andresen 14 Cove Road Wendyandrayzer@yahoo.com A (22)	(24) Tel: 207-236-3164
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Budget Committee Ground Rules FY24-25



1. RESPONSIBILITIES

Camden Charter: Budget Committee Action on the Proposed Budget

(1) The Budget Committee may meet during the development of the proposed budget and shall meet upon completion of the proposed budget prepared by the Town Manager, as outlined in (2) below. The committee shall keep a written record and an audio record of the meetings to include the votes taken at each meeting.

(2) Prior to the final review of the proposed budget by the Select Board, the Budget Committee shall meet and adopt recommendations concerning the Town Manager's proposed budget. The recommendations shall be reported to the Select Board prior to its final review of the budget. The Budget Committee's recommendations shall be included in the Town Warrant for consideration by the voters at the annual Town Meeting.

Maine Freedom of Access Law (This has not been done the last 3 years due to COVID and also because the members have been appointed by the Select Board. This law refers to elected officials.). We do recommend you still complete Freedom of Access training if you have time.

Within 120 days after becoming a Budget Committee member, you are required to complete Freedom of Access Act (FOAA) training. You can take the following steps to complete your training:

1. Thoroughly review the Frequently Asked Questions on the State of Maine FOAA website: <https://www.maine.gov/foaa/faq/index.shtml>. As an alternative, you can attend training sessions: <https://memun.org/Member-Center/Video-Training-Library>
2. Make a written or electronic record attesting that you have completed the training: <https://www.maine.gov/foaa/Training/CERTIFICATE-OF-COMPLETION.pdf>

3. Submit your completed certification to the Town Manager's Office: jesancy@camdenmaine.gov

As a final point, remember that an individual budget committee member has no authority to act on his or her own. Any duties and authority described in the Camden Charter are granted to a budget committee, not a budget committee member. Therefore, official action on behalf of the committee must be conducted through an official vote by a quorum of the committee.

2. RULES OF ORDER

The Budget Committee uses the following rules to consider issues, take votes and reconsider issues.

Meetings: The Budget Committee meets every Thursday during the month of March to review and make recommendations, by a vote of the Committee, to the Select Board on the General Fund Budget.

Quorum: The Chair will announce the number of Budget Committee members in attendance and announce if there is a quorum (at least 6 of the 11 members are present).

Questions/Comments: Outside of open question periods during and directly after presentations, the Chair will call on members who have questions or comments and ask the committee to vote on items when they determine it to be appropriate.

Actions: To take action, there must be a motion, a second, and a vote. The vote must have a majority of those present pass.

In order to *reconsider* an item someone must make a motion to reconsider. The motion must be seconded, and it must pass in order to be reconsidered and discussed.

The Committee cannot keep revisiting items that we have considered and voted on. Therefore, if an item has already been reconsidered previously it cannot be reconsidered again unless someone on the *winning side* makes a motion to reconsider and it must pass by a 2/3 vote.

Recommendations: The Budget Committee provides formal recommendations on the budget to the Select Board through voting on all Departmental budgets in the General Fund Budget. The Budget Committee also reviews the Wastewater, Snow Bowl and Opera House special revenue funds and is not required to take a formal vote.

3. PROCEDURE

1. **Committee Materials.** Budget Committee members will receive printed copies of the proposed budget and a link to the budget information center on the Town's website a week prior to the first budget meeting. All materials presented in meetings will be posted

in the budget information center on the Town's website. For the purposes of Committee deliberations it is important that all committee members receive the same information at the same time.

2. **Presentation on Departmental Budgets.** The Town Manager and/or Department Head(s) will present the budgets for all the departments.
3. **Open Question Period.** The Town Manager and/or Department Heads may field questions during the departmental budget presentations. After the presentation the Chair will open the floor to additional questions about anything in the department budget.
4. **Approval of Department Budgets.** Once all questions have been answered either a Committee member will make a motion, or the Chair will call for a motion to be made. Once a motion has been approved the Committee will move on to the next department budget for consideration.

- (2) Report to and be directly responsible to the Town Manager for the administration of the Wastewater Department.
- (3) Have the authority to hire and supervise all personnel working for, and in connection with, the Wastewater Department, as directed by the Town Manager.
- (4) Be responsible for assisting the Town Manager in collecting the necessary data for the preparation of the annual budget for submission to the Wastewater Commissioners.
- (5) In coordination with the Town Manager, advise the Commissioners on all matters pertaining to capital improvements, which shall include an annual updating of the ten (10)-year Wastewater capital improvement plan, and other matters affecting wastewater disposal.
- (6) Prepare and submit to the Town Manager data necessary for the preparation of articles pertaining to capital expenditures on sewer-related projects for inclusion in the Town Warrant, and necessary for preparation of any other Articles for inclusion in the Town Warrant concerning the Wastewater Department.
- (7) Assist the Town Manager in establishing and carrying out purchasing procedures to be followed in connection with the operation and maintenance of the Department within the framework of the operating budget as approved by the Wastewater Commissioners.
- (8) Attend all meetings of the Wastewater Commission, except when matters pertaining to the Superintendent's employment are being considered.
- (9) Be responsible to the Town Manager and to the Wastewater Commissioners for duties and responsibilities assigned by the Wastewater Commissioners or the Town Manager in carrying out all capital improvements.

Article VI Financial Procedures

Section 6.01 Fiscal Year.

The fiscal year of the Town shall begin on the first day of July and end on the last day of June of the subsequent year.

Section 6.02 Submission of Budget Schedule, Message and Format.

[Amended 6-14-2022]

- (1) **Schedule.** The schedule for preparation and submission of the proposed Annual Budget for the ensuing fiscal year shall be established annually by the Town Manager and Select Board. The schedule shall include proposed dates for the public meetings as required in § 6.05(1).
- (2) Town Manager shall submit to the Select Board for their review a budget for the ensuing fiscal year and a budget message. The Select Board shall review that budget and reconsider the budget for final approval after the Budget Committee has reported its recommendations to the Select Board. Such final approval shall be in accordance with the provisions set forth in Section 6.05, Select Board Action on the Budget.
- (3) **Budget Message.** The Town Manager's budget message shall explain the budget in fiscal terms and work programs. It shall outline the proposed financial policies of the Town for the ensuing fiscal year, describe the important features of the budget, indicate any major changes from the current year in financial policies, expenditures, and revenues together with the reasons for such changes, summarize the Town's debt position and include such other material the Town Manager deems desirable or the Select

Board requests.

- (4) **Format.** The budget shall provide a complete financial plan of all Town funds and activities, for the ensuing fiscal year, except as required by this Charter. The budget shall be in such form as the Town Manager deems desirable or the Select Board may require.
- (5) **Organization.** In organizing the budget, the Town Manager shall utilize the most feasible combination of expenditure classifications by fund, organization unit, program purpose or activity, and object. It shall include:
 - (a) A clear general summary of the contents, and details of all estimated income and all proposed expenditures, including debt service, for the ensuing fiscal year;
 - (b) Comparative figures for actual year-to-date and estimated income and expenditures of the current fiscal year;
 - (c) Anticipated income and expenditures for the remainder of the fiscal year; and
 - (d) Actual income and expenditures for the preceding three (3) fiscal years.

Section 6.03 Budget Committee.
[Amended 6-13-23]

- (1) **Purpose and Composition.** The Budget Committee shall consist of eleven (11) regular members, to cooperate with the Select Board, Town Manager, Finance Director, other Town departments, and Superintendent of Schools (in the event the Town operates its own school system), in making recommendations concerning all appropriation articles in the Warrant.
- (2) **Appointment by Select Board.** Camden citizens interested in serving on the Budget Committee must submit a Committee Interest Form to the Town Office, in order to be considered for membership on the Budget Committee.
- (3) **Terms.** Members shall serve for staggered three (3)-year terms, commencing on the date of the Town Meeting. Members may serve for three (3) consecutive terms, after which they shall be ineligible to serve for one (1) year before they are allowed to serve up to three (3) consecutive year terms, subject to said gap year(s) thereafter.
- (4) **Election of Officers and Governing Rules.**
 - (a) The members of the Budget Committee shall vote to set their governing rules of order.
 - (b) Six (6) members of the eleven (11) shall constitute a quorum.
 - (c) Current members of the Budget Committee shall elect a Chair and Vice Chair.

Section 6.04 Budget Committee Action on the Proposed Budget.
[Amended 6-14-2022]

- (1) The Budget Committee may meet during the development of the proposed budget and shall meet upon completion of the proposed budget prepared by the Town Manager, as outlined in (2) below. All Budget Committee meetings shall be open to the public. The committee shall keep a written record and an audio record of the meetings to include the votes taken at each meeting.
- (2) Prior to the final review of the proposed budget by the Select Board, the Budget Committee shall meet and adopt recommendations concerning the Town Manager's proposed budget. The recommendations

shall be reported to the Select Board prior to its final review of the budget. The Budget Committee's recommendations shall be included in the Town Warrant.

Section 6.05 Select Board Action on the Proposed Budget.
[Amended 6-14-2022]

- (1) **Public Meetings.** The Select Board shall hold at least two public meetings, where the proposed budget is discussed. The first meeting shall be to deliberate and ask for comments from the public before the Select Board finalizes the Annual Town Warrant. Both the Budget Committee's recommendations and the Town Manager's proposed budget shall be presented at the public meeting.

The second meeting may be an informational meeting to answer questions on the Select Board's proposed budget.

- (2) **Final Review of the Proposed Budget.** At a Select Board meeting, the Select Board shall review the Budget Committee's recommendations, comments received from the public and the budget as prepared by the Town Manager. The Select Board shall then vote to place the Town Manager's proposed budget, with or without amendments, on the Town Warrant along with the Budget Committee's budget recommendations.
- (3) **Publication of the proposed budget.** Following their vote on the proposed budget, the Select Board shall publish a general summary of their budget recommendations and the recommendations of the Budget Committee. Copies of the proposed budget and recommendations shall be available at the Town Office, printed in the Town Report, and be available on the Town Website.

Section 6.06 Town Vote on the Budget.
[Amended 6-14-2022; 6-13-23]

- (1) The Annual Budget shall be included in appropriation Articles in the Town Warrant and shall be voted upon by the qualified voters of the Town at the Annual Town Meeting, as outlined in Article I, § 1.02.
- (2) **Form of the Budget Articles.** The recommendations of both the Select Board and Budget Committee shall be included in budget revenue and expense Warrant Articles, and voters shall be asked to adopt the Select Board's recommendations. The expense budget line item Warrant Article shall be limited to a single typical expense category as approved by the Select Board.
- (3) In the event the article fails to pass it will be funded at the previous year's amount and shall state last year's amount.
- (4) Adoption of the budget shall constitute appropriations of the amounts specified therein as expenditures from the funds indicated, and shall constitute a levy of the property tax thereby required.
- (5) A copy of the final approved budget, as adopted at Town Meeting, shall be certified by the Select Board and filed with the Assessor.
- (6) Copies of the final budget and capital program as adopted shall be preserved as public records. State Law Reference: Title 1 MRSA, § 401 et seq.

Section 6.07 Administration of Budget, Departmental Work Plans, and Revisions.

- (1) **Departmental Work Plans.** At such time as the Town Manager shall specify, each department, office, or agency shall submit work programs for the ensuing fiscal year showing the requested allotments of its appropriation by periods within the year and duly signed by the department head.
- (2) **Town Manager Review.** The Town Manager shall review and authorize departmental allotments with or

without revision as early as possible in the fiscal year.

- (3) **Revisions to Allotments.** The Town Manager may revise allotments within a department's approved budget during the year if the Town Manager deems it necessary, and shall revise them to accord with any supplemental, emergency, reduced, or transferred appropriations made.

Section 6.08 Tax Anticipation Borrowing Guidelines.

If the Town of Camden finds it necessary to borrow money in anticipation of taxes, the following guidelines shall be followed to the extent practicable:

- (1) Invitations to bid shall be extended to all local banks at the same time.
- (2) Invitations shall be dated and delivered to the banks at least ten (10) complete banking days prior to the bid openings and award.
- (3) Invitations to bid shall specify the following:
 - (a) The maximum amount to be borrowed.
 - (b) A clearly defined method of borrowing; i.e., as needed or lump-sum.
 - (c) Planned maturity dates of said notes, and any required prepayment options.
 - (d) Estimated planned borrowing and repayment schedule. (Does not apply if borrowing is on a lump-sum basis.)
 - (e) The date, time, and place bids are due, and the date bids will be opened and awarded.
 - (f) The Town's right to accept or reject any or all bids.
 - (g) The method by which interest shall be calculated; e.g. actual number of days outstanding over a three hundred and sixty-five (365) day period.
- (4) Bidders shall be asked to submit interest rates in multiples of one one-hundredth of one percent (0.0001%).

Section 6.09 Administration of Unexpended Balances and Fund Transfers.

- (1) The Select Board may, after a duly advertised Public Hearing:
 - (a) Vote to carry over any unexpended year-end balance to a surplus account or from any account previously approved by Town Meeting vote from the then current fiscal year to the next fiscal year in that same account. Those carry-over balances shall be deemed appropriated for that same account for the next fiscal year.
 - (b) Vote to transfer funds from departmental accounts with balances to other departmental accounts to cover overdrafts.
 - (c) Vote to transfer an amount not to exceed ten percent (10%) of the unexpended balances from any budgetary department to another budgetary department of the annual budget, subject to the limitations contained in this article, during the period from April 1 to the date of the Annual Town Meeting in June. The transfer of unexpended balances from various budgetary categories shall not increase the expenditure in any budgetary category by an amount that exceeds two-twelfths (2/12) of the budgeted amount approved for that budgetary category.
- (2) Any expenditure from the Town's Surplus Account shall be approved by the voters at an Annual or

Special Town Meeting.

Section 6.10 Lapse of Appropriations for Capital Expenditures.

An appropriation for a capital expenditure shall continue in force until the purpose for which it was made has been accomplished or abandoned.

State Law Reference: 30-A MRS, § 5801, § 5802.

Section 6.11 Endowment Funds and Gift Management.

From time to time, people and/or organizations donate assets to the Town to be managed by the Town and used for the benefit of Town residents. These assets shall be collectively called the Endowment Funds.

- (1) All assets, including cash, financial instruments, or real property donated to the Town may be accepted only upon a vote of acceptance by the voters of the Town at a Special or regular Town Meeting in accordance with Title 30-A MRS § 5652-5655.
- (2) Accepted assets shall be managed in the following manner:
 - (a) Assets contributed to the Town in the form of a Trust or with other specific bequest language shall be managed in accordance with the stipulations of the Trust or the specific bequest language.
 - (i) Endowment Funds Committee. The Select Board shall appoint a three (3) person Endowment Funds Committee to ensure that the Endowment Funds are managed in accordance with the Investment Policy Statement. The Investment Policy Statement shall be recommended by the Endowment Funds Committee and approved by the Select Board. The members of the Endowment Funds Committee shall be appointed by the Select Board from interested and qualified Town residents for staggered three (3)-year terms.
 - (ii) Registered Investment Advisor. The Town shall employ one or more Registered Investment Advisor(s) as recommended by the Endowment Funds Committee and approved by the Select Board. The Registered Investment Advisor(s) shall perform to the standards established in the Investment Policy Statement or shall be subject to replacement by the Select Board upon the advice of the Endowment Funds Committee. The Select Board shall issue a Request for Proposal at least every five (5) years from at least three (3) Registered Investment Advisors so that high quality management of the Endowment Funds can be maintained.
 - (iii) Beneficiary Advisers Committee. The Select Board shall appoint a Beneficiary Advisers Committee not to exceed five (5) members; two (2) shall be Select Board members, plus the Town Manager, the Town Finance Director and the General Assistance Manager. They shall be responsible to select beneficiaries to receive distributions from the various Trusts in accordance with the stipulations of each Trust. The Beneficiary Advisers Committee, in conjunction with the Endowment Fund Committee, shall exercise prudence in the distribution of funds from the Trusts so that the Trusts can operate into perpetuity. No one may simultaneously be a member of the Endowment Funds Committee and Beneficiary Advisers Committee.
 - (iv) If the intended purpose of a Trust can no longer be satisfied because that need has been extinguished or is satisfied through some other mechanism, then the Select Board shall pursue legal remedies so that the Trust can distribute funds for some similar purpose.
- (b) Assets other than real property, or not in a Trust, or with no specific bequest language, donated to the Town, shall be converted to cash by the Select Board and placed in the Surplus Account.
- (c) Assets, other than real property donated to the Town, with donor stipulations shall be converted to cash by the Select Board and placed in an account specifically identified to be used as the donor stipulated.

These donated assets may be moved to any other account or purpose to the extent such action does not conflict with the stipulations placed on the gift by the donor.

- (d) Real property is donated to the Town. The Select Board shall decide if the property should be retained by the Town or sold. If the property is sold, then the proceeds shall be placed in the Surplus Fund.

Section 6.12 Annual Audit.

As authorized by law, the Town Manager shall each year appoint a Certified Public Accountant or accountants, with the approval of the Select Board, for the purpose of conducting the annual audit of the prior fiscal year's municipal finances.

State Law Reference: Title 30-A MRS § 5823.

Section 6.13 Bonding Requirements.

The Select Board shall require a bond, satisfactory to them and paid for by the Town, by a reputable surety company or other acceptable sureties such as the Town's Property and Casualty Insurance Policy, for all persons entrusted with the collection, custody or disbursements of any moneys of the Town.

State Law Reference: Title 30-A MRS § 5601, Title 36 MRS § 755.

Article VII

Growth Management and Long-Range Planning

Section 7.01 Purpose.

Camden recognizes that in order to survive and prosper in a rapidly changing world, it needs to be diligent about providing for and implementing Growth Management and Long-Range Planning. In accordance with Title 30-A MRS, § 4323-4326, a municipal growth management program may include a Comprehensive Plan and an Implementation Program. The Town's existing Comprehensive Plan and existing land use ordinance and their amendments and successors shall comply with the procedures, goals and guidelines established in state law.

Section 7.02 Planning Board.

- (1) **Membership and Terms.** The Select Board shall appoint a Planning Board of five (5) members to serve staggered three (3)-year terms and two (2) alternates to serve one (1)-year terms. Planning Board members and alternates shall be Camden residents.
- (2) **Responsibilities.**
 - (a) Review and process applications for subdivisions, site plans, private ways, piers and other land permitting requirements as stipulated in the Zoning and Subdivision Ordinances.
 - (b) When appropriate, initiate amendments to existing ordinances or new ordinances in response to these needs.

Section 7.03 Zoning Ordinance and Zoning Map.

- (1) **Ordinance Review.** The Planning Board shall be cognizant of changing regulations and approaches in land planning in conjunction with the needs of the Town and shall monitor the Town's Zoning Ordinance, recommending needed changes to the Select Board.
- (2) **Consistency.** The Zoning Ordinance must be pursuant to and consistent with the Comprehensive Plan adopted by the Town Meeting.
- (3) **Zoning Map required.** A Zoning Map describing each zone established or modified must be adopted as part of the Zoning Ordinance or incorporated in the ordinance.

Office of:

Town Manager
Tax Assessor
Tax Collector
Town Clerk
Treasurer
Code Officer
Finance Director
Harbor Clerk



Town Office

P.O. Box 1207
29 Elm Street
Camden, Maine 04843
Phone (207)236-3353
Fax (207)236-7956
<http://www.camdenmaine.gov>

March 1, 2024

Camden Select Board
Camden Budget Committee
29 Elm Street
Camden, ME 04843

Dear Committee Members and Select Board:

In accordance with the Camden Town Charter, Article VI Section 3, I am pleased to submit my proposed Fiscal Year 2024-2025 Budget for the Camden General Fund for your review. This budget is for municipal services only but includes information on the bottom-line assessments from Mid-Coast Solid Waste, Knox County, and estimated assessments for the school districts. It does not include the Town's special revenue funds: Wastewater, Camden Opera House, Camden Snow Bowl, and Paid Parking Program. Regarding changes to the construction of the budget, we have modified the chart of accounts by:

1. Combining the Fire and EMS Departments.
2. Combining Public Works, Highways/Streets/Bridges, Parking Lots and Dams.
3. Combining Parks and Recreation.

Introduction

While reading through this budget it is important to remember that FY25 is building upon the work of the previous budget years, making steady, yet often slow progress towards goals that were often set years in the past. To this end, this year reflects a net increase of 10.7%, the single largest increase in expenditure I have ever recommended to the Budget Committee and Select Board. The drivers of this are varied but are attributable to the same themes: deteriorating infrastructure and facilities, which is exacerbated by extreme weather events caused by climate change, and the need for additional human resources to both manage upgrades and ongoing maintenance of our infrastructure and to meet increased expectations and demands for municipal services, communication, and public engagement.

The budget before you addresses what I, as the Town Manager, see as our most pressing issues and opportunities for the present and to best position the Town for the future, based on feedback I've received from the Select Board and community. This budget certainly does not address all our challenges and opportunities, but endeavors to balance the long and complicated history of the Town to both address present challenges while being mindful of how decisions we make now will affect the Town in the future. The budget process gives us the opportunity to have discussions about who we are as a Town, what we value, and how we set priorities that will determine our short and long-term goals and direction as a community.

In any given year preparing a budget is a construct and reflects the best information we have at this point in time. While employee hiring and retention continues to be a challenge, it is not the prevailing issue entering into FY25 as

compared to FY24. For FY25 investment in public safety, more specifically increased costs for providing EMS and investments in public infrastructure are the major factors driving cost increases.

Town Staff and I have endeavored to prepare a budget that preserves, and in some cases increases, levels of service, progresses key priorities and projects all while reducing the impact on taxpayers to the greatest degree possible. This has been acutely challenging with so many needs, wants and competing priorities.

With the above in mind, I once again would like to emphasize that our annual budget is the foundational policy we set as a community; virtually all other policy decisions in the upcoming financial year will be subject to this budget. For this reason, we must keep the broader goals we want to achieve in perspective. I appreciate the complexities of understanding a municipal budget can create a temptation to focus on specific line items. However, it's important to stay focused on the policies, programs, projects and levels of service we desire as a community.

My major goals for the FY25 budget are as follows:

1. Beginning to gradually transition the delivery of Emergency Medical Services from the Town's private EMS provider to eventually be delivered by a regional service, which includes Camden's Fire/EMS Department. This will require investing in recruiting and hiring three new Fire/EMS personnel, continuing education and training and budgeting to purchase an ambulance. Additional cross-trained Firefighters/EMTs-Paramedics will also contribute to improving the continuity of services for firefighting. As the Town continues to experience back-to-back disasters from extreme weather, the role of our emergency services personnel is becoming increasingly important.
2. Upgrading infrastructure to be more resilient to the impacts of climate change. Much of the Town's infrastructure, which was designed and built in the early to mid-20th century, is effectively at the end of its useable life and was also not designed to handle the volume and intensity of water it now must cope with on a regular basis. While the major bond issue to address complete streets improvements, upgrading the Town's stormwater drainage infrastructure, eliminating sources of inflow and infiltration into the sewer system and expanding the sewer system to key areas, will be a separate warrant article and will not be reflected in the FY25 budget. However, with more projects comes the need for more staff to plan, manage, communicate and engage the public and investments in equipment to better maintain our investments in infrastructure.
3. Operational support and investment in capital equipment, facilities and planning at the RMRA/Snow Bowl. Changes to seasonal weather patterns are also making operating the Snow Bowl increasingly challenging. FY24 is the second fully post-COVID season where a more accurate picture is emerging of the level of financial support the Town must contribute to support 60 days of operations on an annual basis. What has also come due this year is paying the cost of deferred maintenance and investment in the facilities and equipment RMRA/Snow Bowl, which will be necessary to continue winter operations and plan for a future where the facility can be used on a more year-round basis.

Budget Overview

I have prepared a budget that will meet the goals identified above for FY25 with a 10.6% net increase over the past financial year. This budget proposes an overall increase to expenditures by 13.2%, and non-property tax-based revenues have also increased by 16.6%.

It should be noted that I have included a 3.2% cost of living adjustment for all Town departments, which was in line with the social security cost of living adjustment at the time this budget was prepared. This is consistent with the newly revised personnel policy, which now specifies the annual COLA to be consistent with the social security index.

I have included a total of \$500,000 of "Use of Surplus" funds in the estimated revenues, which includes, in addition to generally off-setting increases in expenses, capital reserves and capital equipment purchases. Proceeds from the downtown tax increment financing district are estimated to increase to over \$700,000 this year. Therefore, I'm

proposing to continue the use of TIF proceeds, to off-set Opera House expenses, and for use on general stormwater and inflow and infiltration projects.

Much of the increase in revenues reflects \$1,100,000 of borrowing for capital equipment, facilities and planning. The Town is retiring debt for the public safety building this financial year (FY24), which will be replaced by the debt that will fund the FY25 capital improvement program.

General Government:

The *Administration/Finance* Department shows an overall increase of 15.8%, which is largely driven by the addition of a new position in the Town Manager's Office. This position will assist in improving communication, public outreach and managing interdepartmental projects and initiatives.

Included in the *Capital Reserves* budget is \$20,000 for accrued benefits, which is paid out to employees with leave that has not been taken upon retirement or separation, and \$10,000 in paid medical family leave to be in compliance with a new State Statute that will take effect in FY25, the details of which are not fully available.

Professional Services has been changed to *Interdepartmental Initiatives & Professional Services* to better reflect several initiatives that are shared responsibilities/interests amongst multiple departments, such as traffic calming, pedestrian safety, and water quality monitoring. The 16.1% is largely attributed to moving the "water quality monitoring" expense, which is a contract with the Megunticook Watershed Association, from Parks and Recreation to this budget. Additional increases are a result of modest funding to the "traffic calming" and "pedestrian safety" programs.

Insurance (including property and casualty, workers compensation and unemployment) are increasing by 12.6%, which is largely due to a premium increase for property and casualty insurance. This increase occurred in FY24 but was not reflected in this budget because an estimate of the premium was not available until after the budget season ended. The increase to the premium is largely a result of the Town's new EMS-First Responder program.

The *Planning/Codes/Development* department expenses have increased by 1.9%, which is driven by wages. The Administrative Assistant position will transition from 30 hours per week to 40 hours to improve support for the Assessing Office.

This is the final year the Town will need to budget money (\$76,000) towards a full measure and list revaluation. This expense is in the Capital Reserves budget.

There is a 29.7% increase in the *Information Technology* budget. This is largely driven by a stipend for a GIS coordinator and an increase to our IT managed services contract. The need for GIS capabilities for planning, data analysis, and data management across numerous departments is becoming increasingly critical. In order to utilize our GIS resources efficiently and effectively across the organization and grow our capabilities, it has become necessary to have a staff member who is specifically dedicated to managing this resource.

\$10,000 for IT Reserves has been included in the Capital Reserves budget for any unanticipated IT related expenses.

In the Department Head column of the *Information Technology* budget we are showing what the cost would be of hiring a full time IT Coordinator who would take the place of the managed services contract with our current IT provider. I determined that there are higher priorities for this financial year and that this concept can be revisited in the future.

The Opera House *Town Office* building budget has increased by 10.9%, which reflects the transition back from a contract cleaning service to a full time custodian. While this increases the Town Office building budget, there is an overall decrease in custodial services as the Custodian will also clean the public landing restrooms.

The burner to the furnace in the Opera House/Town Office needs to be replaced, which has been budgeted for in the Opera House Building Capital Reserves. We are currently awaiting a proposal for the air conditioning and exchange system, which must be replaced now that the coolant used by the units in the building has been banned for use in the United States. This will be a fairly significant project because the air conditioning and air exchange system was never completed to any plan and must be designed and rebuilt. While no cost estimates were available at the time this budget was prepared, it is an expense that will need to be included in the budget as information becomes available.

Public Safety:

The *Police Department* budget reflects a 0.9% decrease, which is largely attributable to paid parking revenue being utilized to off-set the cost of the Parking Enforcement Officer's wages, moving the Community Liaison Officer to the Community Services budget, and moving the equipment services budget to the Public Safety Building budget. There are two scenarios presented for the Police Department Budget: The Department Head column shows a scenario where one patrol position is not budgeted for in FY25. The Town Manager column shows a fully staffed scenario.

The Police Department is not proposing to purchase a cruiser for FY25, but is proposing to allocate \$30,000 in reserve funds, or roughly half the cost of purchasing and equipping an electric cruiser in FY26.

There is a 14.9% increase in the cost of *Dispatch* services, which is provided by Knox County Regional Communications. This seems unnecessary given that the County has famously been unable to staff the KCRCC at anything resembling a functional level and should therefore have ample reserve funds. Therefore, raising these fees should not be necessary.

The newly combined Fire/EMS budget is increasing by 44.8%. Several factors have driven this significant increase including the addition of three new firefighter/EMT-Paramedic positions, increased funding for per diem EMS staff and all the other expenses that support staff such as training and professional development, uniforms, gear, supplies, training and professional development. Building EMS and career firefighting capabilities in the Department is a necessary step toward the Town eventually transitioning from a contracted EMS provider to being part of a regional fire-based EMS system.

Another factor driving cost increases in the Fire/EMS budget is a significant increase in the contract price for the Town's EMS provider.

In addition to the operational costs above, the Capital Improvement Program budget also includes funding to purchase an ambulance and to modify the Public Safety Building to include sleeping quarters for Fire/EMS staff.

The *Public Safety Building* budget has decreased by 30.2%, which is driven by increases across the board in maintenance costs to the building, HVAC system and equipment.

The *Hydrant Assessment* is increasing by 1.5% due to Maine Water rate increases.

The *Street Light* budget proposes a 7.9% increase due to increased costs for downtown streetlight maintenance.

Highways, Streets, and Bridges:

The Public Works, Highway, Parking Lots, Tree Program and Dams budgets have all been combined. Overall this is a 2.8% decrease. This is largely due to the Public Works Director, Town Engineer, and Administrative Coordinator positions being shared across both Public Works and the Wastewater Departments. The stipend for the Dam Control Agent has been significantly increased to reflect the actual time required to maintain the Town's dams. Increases have also been proposed for street and culvert and basin maintenance. The parking lot lease has also been removed because the balance of this debt is being paid off this financial year (FY24).

In the *Capital Improvements* budget, \$136,000 in funding for purchasing trucks and \$110,000 for a sidewalk snow plow is proposed. Much of the Town's Public Works equipment is in poor condition and will need to be replaced over the next 5 years.

Health & Welfare:

The 282.1% increase in the *Community Services* budget reflects the inclusion of the Community Liaison Officer. This position provides support to both the Police Department and Town Manager's Office through the General Assistance program. Therefore, Community Services seemed to be the more appropriate location for this expense. This expense is off-set with trust fund revenues.

Leisure Services:

The Trustees for the *Camden Public Library* has requested a 5.4% increase for FY25.

The *Harbor* budget will increase by 4.4%, which is slight increases across most operational costs.

The *Capital Improvement Program* budget includes \$150,000 to replace the floats at Steamboat Landing. This area has been significantly impacted by the three disaster events over the past thirteen months. While the boat launch itself is eligible for funding from FEMA, the floats are not.

The newly combined *Parks and Recreation* budget has increased by 55%. This is due to the addition of a new position and the need to begin providing an operational subsidy to the Snow Bowl. The Snow Bowl/Parks & Recreation staffing levels were never increased post-redevelopment despite significant increases in year-round infrastructure and mountain maintenance and to provide additional operational support for programming, volunteer recruitment/management/retention. The past two winters are the first post-pandemic years that also seem to be representative of the new normal regarding the changing weather patterns. An operational subsidy from the Town to the Snow Bowl of \$150,000 per year will be required on an ongoing basis to support 60-days of skiing/snowboarding.

I have included \$50,000 in the *Capital Reserve* budget for the Snow Bowl for any unanticipated equipment or facility expenses.

The *Capital Improvement* budget includes several expenses related to the Ragged Mountain Recreation Area/Snow Bowl. This includes \$60,000 for site law permitting, which will be necessary for the construction of the Round the Mountain Trail and any other improvements the Town may want to make at the RMRA/Snow Bowl, \$150,000 to replace the failed and soon-to-fail temporary buildings that house Snow Bowl operations (Race Program, Rental Shop, Retail Shop and Ticketing), and \$314,000 for a new snow Groomer. While the buildings and Groomer are necessary to maintain current levels of operations at the Snow Bowl, the site law permitting is an important step in planning for the future that includes more year-round recreational opportunities at the RMRA.

The Parks staff take care of all town cemeteries and the mowing of Harbor Park. The cost of the Harbor Park mowing is offset with revenue from the Library budget and the Town receives funding from the Cemetery Association to mow the Mountain View and Oak Hill Cemeteries.

Debt, Capital, Contingency:

Debt Service payments are separated by *Principal and Interest*, according to accounting standards. For your information I have included information on all bonds and capital leases as well as an analysis of the proportion of debt allocated to different projects/types of expenses (infrastructure, equipment, facilities, etc.) as well as when this debt retires. Debt for the Public Safety Building is retiring this year (FY24), which will, to some extent off-set the cost of borrowing associated with the FY25 *Capital Improvement Program*.

I have explained the *Capital Reserves and Capital Improvements* budgets throughout the body of this budget message. One item of note is the \$40,000 allocated to river/habitat restoration that will be used at matching funds towards the Megunticook River Project, which is largely funded through a \$1.6 million grant from the National Fish and Wildlife Foundation.

Conclusion

The FY25 budget has been notably difficult to develop. There is a major backlog of planning, infrastructure and facilities projects that are important but did not rise to the top of the list of priorities. This includes items like funding for Curtis Island facilities improvements (the cost of which is currently being evaluated), master planning for Tannery Park, Police equipment, riverwalk, and improvements to existing parks and park equipment.

I would like to thank the Department Heads who worked with me to develop a budget that balances our desire to be fiscally responsible while also maintaining a high level of service delivery. In particular, I would also like to thank Janice Esancy and Jodi Hanson who were both instrumental in putting this document together.

Please feel to contact me if you have any questions. All the Town staff and I are resources that are at your disposal as we go through the budget process. I am looking forward to working with all of you in developing a final budget that best meets the goals of our community.

Sincerely,

Audra Caler
Town Manager

FY 25 Expenditure Summary

	FY 22	FY 23	FY 24	FY 24	FY 25	FY 25	FY 25
	Actuals	Actuals	Budget	YTDs	Town Manager	Budget Committee	Select Board
GENERAL GOVERNMENT							
Administration & Finance	846,034	883,925	972,150	611,362	1,126,025	1,126,025	-
Professional Services	114,957	101,828	102,055	57,442	124,632	124,632	-
Planning, Development, Assessi	446,765	685,792	770,750	461,344	785,320	785,320	-
Information Technology	145,557	139,017	166,150	159,799	215,575	219,575	-
Insurances	254,811	272,770	243,700	180,280	274,400	274,400	-
Town Office Building	82,029	103,128	91,950	63,033	102,000	102,000	-
Opera House Auditorium	282,144	327,450	-	-	-	-	-
Total - General Government	2,172,297	2,513,910	2,346,755	1,533,260	2,627,952	2,631,952	-
PUBLIC SAFETY							
Police Department	1,193,121	1,334,746	1,676,150	965,707	1,660,350	1,660,350	-
County Dispatch	158,927	163,813	190,650	190,650	219,036	219,036	-
Fire & Rescue Department	720,484	821,104	1,042,100	571,545	1,508,450	1,508,450	-
Public Safety Building	44,326	50,384	48,000	24,863	62,500	62,500	-
Hydrant Assessment	255,213	256,310	273,000	170,141	277,000	277,000	-
Emergency Medical Services	-	-	-	-	-	-	-
Emergency Operations Center	500	495	-	-	-	-	-
Street Lights	36,297	26,470	38,000	23,347	41,000	41,000	-
Total - Public Safety	2,408,868	2,653,322	3,267,900	1,946,253	3,768,336	3,768,336	-
PUBLIC WORKS DEPT/STREETS/SIDEWALKS, DAMS							
Public Works	1,682,832	1,616,191	2,058,550	1,127,528	2,001,200	2,001,200	-
Total - Public Works Dept	1,682,832	1,616,191	2,058,550	1,127,528	2,001,200	2,001,200	-
Streets/Sidewalks, Dams							
COMMUNITY SERVICES							
Community Service Agencies	10,500	18,500	19,500	19,500	74,500	74,500	-
Total - Community Services	10,500	18,500	19,500	19,500	74,500	74,500	-
CULTURE & RECREATION							
Camden Public Library	493,000	523,000	555,000	370,000	585,000	585,000	-
Harbor & Landing	227,050	216,695	343,900	204,723	359,200	359,200	-
Parks & Recreation	470,899	543,069	550,900	370,272	853,700	268,350	-
Camden Opera House			231,000	231,000	268,350	359,200	-
Cemetery Maintenance	41,948	49,327	51,100	46,673	64,700	853,700	-
Total - Culture & Recreation	1,232,897	1,332,091	1,731,900	1,222,668	2,130,950	2,425,450	-
	-	-	-	-	-	-	-

FY 25 Expendiure Summary

	FY 22	FY 23	FY 24	FY 24	FY 25	FY 25	FY 25
	Actuals	Actuals	Budget	YTDs	Town Manager	Budget Committee	Select Board
DEBT/CAPITAL/CONTINGENCY							
Debt Service Principal	759,905	661,129	631,861	598,838	565,487	565,487	-
Debt Service Interest	154,271	138,213	127,839	97,379	118,690	118,690	-
Capital Reserves	385,000	850,000	730,000	730,000	244,000	244,000	-
Capital Improvement Program	182,894	155,474	445,000	377,703	1,340,000	1,340,000	-
Contingency	98,391	89,817	40,000	25,171	40,000	40,000	-
Total Debt/Capital/Contingency	1,580,461	1,894,633	1,974,700	1,829,091	2,308,177	2,308,177	-
TOTAL TOWN EXPENDITURES	9,087,855	10,028,647	11,399,305	7,678,300	12,911,115	13,209,615	-
					13.26%	15.88%	-100.00%
					<i>Change over FY 24</i>		
TOTAL TOWN REVENUES	4,541,036	4,351,159	4,904,451	2,662,676	5,716,361	-	-
					16.55%	-100.00%	-100.00%
					<i>Change over FY 24</i>		
NET GENERAL FUND BUDGET		5,677,488	6,494,854	5,015,624	7,194,754	13,209,615	-
					10.78%	103.39%	-100.00%
					<i>Change over FY 24</i>		

Town of Camden
FY 25 Revenues

REVENUE SOURCE	FY 22	FY 23	FY 24	FY 24	FY 25	FY 25	FY 25
	Actuals	Actuals	Budget	YTDs	Town Manager	Budget	Select
TAXES							
90-02-01 Tax Interest	39,041	33,764	42,000	23,365	40,000		
90-02-02 Lien Interest	5,801	4,027	5,000	4,380	6,000		
90-02-03 Lien Costs	4,304	3,591	5,000	2,761	5,000		
Total - Misc Taxes	49,146	41,382	52,000	30,506	51,000	-	-
STATE REVENUES							
90-05-01 State Revenue Sharing	668,965	745,931	670,000	500,821	710,000		
90-05-02 Tree Growth Reimb.	10,256	11,516	11,000	12,573	11,000		
90-05-03 Veterans Exemp Reimb.	5,257	5,078	5,000	4,089	5,000		
90-05-04 Local Road Assistance	56,572	56,264	56,000	64,872	65,000		
90-05-05 Snowmobile Revenue	311	291	300	278	300		
90-05-06 Pumpout Boat Reimb.	10,350	10,381	10,000	-	10,000		
90-05-08 State Park Reimb.	14,799	19,323	14,000	-	15,000		
90-05-10 EMA/FEMA Reimbursemt	-	-	-	-	-		
Total - State Revenue	766,510	848,784	766,300	582,633	816,300	-	-
LICENSES, PERMITS & FEES							
90-10-01 Vehicle Excise Tax	1,137,769	1,143,459	1,200,000	734,305	1,300,000		
90-10-03 Boat Excise Tax	30,693	30,357	30,000	12,833	30,000		
90-10-04 Animal Control Fees	2,809	4,444	2,000	2,493	3,000		
90-10-05 Town Clerk Fees	13,315	11,958	11,000	7,629	25,000		
90-10-12 Plumbing Fees	9,272	7,615	10,000	5,575	10,000		
90-10-13 Building Permit Fees	89,118	74,464	100,000	70,453	100,000		
90-10-08 Administrative Fees	26,567	27,177	30,000	26,111	30,000		
90-10-09 Cable TV Franchise	79,316	80,058	80,000	-	80,000		
90-10-14 Electrical Fees	18,382	17,074	14,000	10,745	14,000		
90-10-15 STR Income	-	500	-	500	500		
Total - Lic, Permits & Fees	1,407,241	1,397,106	1,477,000	870,644	1,592,500	-	-
CHARGES FOR SERVICES - INCOME FROM DEPARTMENTS							
90-15-02 Police Revenue	1,383	1,373	1,500	657	1,000		
90-15-03 Parking Tickets	17,257	20,135	18,000	49,826	55,000		
90-15-04 Parks & Rec Revenue	-	28	5,000	-	-		
90-15-05 Parks & Rec - Mowing	5,000	-	-	-	-		
90-15-06 Summer Recreation Rev	14,980	13,127	14,000	12,348	13,000		
90-15-07 Cemetery Maintenance	58,000	51,100	51,100	51,100	64,700		
90-15-09 Harbor Park Mowing	6,500	6,500	6,500	-	6,500		
90-15-10 MCSW Bookkeeping	25,000	25,000	25,000	12,500	25,000		
90-16-01 Opera House Rentals	16,161	27,999	-	-	-		
90-15-08 SB WC Reimbursement	-	10,000	15,000	10,000	15,000		
90-20-10 Rkpt Assessor Reimb.	-	174,355	110,300	55,134	89,300		
90-20-10 Rockland Assessors Reirr	26,971	-	70,000	-	-		
90-20-15 WW Legal Pro Rate	4,000	4,000	4,000	4,000	25,095		
NEW S.B. Legal Pro Rate	-	-	-	-	4,183		
NEW WW TM/FD Wage Pro Ra	-	-	-	-	33,892		
NEW S.B. TM/FD Wage Pro Ra	-	-	-	-	33,892		
90-17-19 SB Terrain Pk Pro Rate	10,000	10,000	10,000	10,000	25,000		
90-17-01 Harbor Permits	86,587	85,302	85,000	34,378	122,500		
90-17-02 Wait List Fees	3,100	2,875	3,000	2,520	4,000		
90-17-03 Wait/Late Fees	825	600	-	265	-		
90-17-04 Harbor Dockage/Misc	88,304	68,145	85,000	89,015	95,000		
90-17-05 Permits/Inner Harbor	45,963	50,600	45,000	16,700	53,200		
90-17-06 Permits/Finger Floats	31,515	29,000	30,000	13,600	82,300		
90-17-07 Permits/Late Fees	2,360	2,360	1,500	-	-		
90-17-08 Permits/Dinghy	21,594	21,816	20,000	4,915	22,000		
90-17-09 Permits/Daysailer	15,240	24,128	17,500	10,028	20,300		
90-17-10 Permits/Windjammer	18,940	21,020	19,000	5,500	22,500		

Town of Camden
FY 25 Revenues

REVENUE SOURCE	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Town Manager	FY 25 Budget	FY 25 Select
MISCELLANEOUS REVENUES							
90-20-01 Interest Earned-Checking	35,219	321,188	120,000	194,330	200,000		
90-20-02 Yacht Club Lease	25,467	26,944	24,000	-	27,000		
90-20-03 Public Landing Leases	2,500	5,255	2,500	-	2,500		
90-20-04 Other Revenue/Misc.	1,576	3,655	4,000	6,349	6,000		
90-20-05 Sale of Surplus Equip/prt	-	-	-	996	1,000		
90-20-06 Town of Rockport WW B	7,278	5,403	5,351	5,299	5,299		
90-20-08 Insurance Dividends	17,692	17,511	16,800	15,828	16,000		
Total - Misc	89,732	379,956	172,651	222,802	257,799	-	-
OPERATING TRANSFERS							
90-30-01 Trust Fund Income	168,158	-	50,000	50,000	55,000		
90-30-02 Reserve Withdrawals	170,000	500,000	165,000	165,000	150,000		
Total - Transfers	338,158	500,000	215,000	215,000	205,000	-	-
OTHER FINANCING SOURCES							
90-40-01 Bond/Note Proceeds	214,198	200,250	190,000	-	1,100,000		
90-40-02 Surplus	959,000	-	1,000,000	-	500,000		
90-40-05 Use of TIF Revenue	140,000	265,000	320,000	320,000	300,000		
Subtotal - Other	1,313,198	465,250	1,510,000	320,000	1,900,000	-	-
TOTAL -MISC. TOWN REVENUES	4,541,036	4,351,159	4,904,451	2,662,676	5,716,361	-	-
					16.55%	-100.00%	-100.00%

Change over FY 24

- 90-30-01 **Trust Fund Income**
\$55K for Community Liaison Officer

- 90-30-02 **Reserve Withdrawals**
Harbor Float Reserve

- 90-40-01 **Bond/Note Proceeds**
\$400,000 for Ambulance Lease-Purchase
\$136,000 for PW Trucks Lease-Purchase
\$110,000 for PW Sidewalk Plow Lease-Purchase
\$150,000 Snow Bowl Buildings Lease-Purchase
\$135,000 Snow Groomer Lease-Purchase

- 90-40-02 **Surplus**
\$500,000

- 90-40-05 **Use of TIF Revenue**
\$300,000

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**General Government
Administration & Finance**

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
0101-0101 Full Time Wages	479,159	509,174	561,200	368,812	665,000	665,000	665,000	
0101-0158 Stipends	7,500	7,500	7,500	7,500	7,500	7,500	7,500	
0101-0110 Overtime	16	48	1,000	-	500	500	500	
0101-0501 FICA & Medicare	36,357	39,007	43,000	28,852	51,600	51,600	51,600	
0101-0505 ICMA/MPERS	50,091	39,786	57,500	40,841	65,800	65,800	65,800	
0101-0510 Health Insurance	166,673	169,131	171,900	96,666	195,000	195,000	195,000	
0101-0515 Employee Wellness Program	1,094	1,657	2,500	2,479	2,500	2,500	2,500	
0101-0517 Mileage Stipend	2,409	2,528	2,400	1,569	2,400	2,400	2,400	
0101-1001 Office Supplies	12,026	11,440	12,000	6,219	12,000	12,000	12,000	
0101-1003 Postage	11,000	11,883	14,000	10,122	15,000	15,000	15,000	
0101-1004 Advertisements/Public Notices	5,307	6,351	3,000	2,583	4,000	4,000	4,000	
0101-1005 Dues & Publications	1,755	2,222	2,500	1,967	2,500	2,500	2,500	
0101-1201 Mileage	185	1,486	500	405	600	600	600	
0101-1202 Professional Development	895	1,288	1,000	580	1,000	1,000	1,000	
0101-1210 Liens & Discharges	2,624	1,881	4,000	1,501	4,000	4,000	4,000	
0101-1211 Elections	14,155	10,180	13,000	4,132	15,000	15,000	15,000	
0101-1214 Town Clock	1,625	3,035	1,350	529	1,325	1,325	1,325	
0101-1520 Communications	10,850	11,760	12,000	7,644	13,500	13,500	13,500	
0101-3011 Printing	3,827	4,843	9,000	2,793	9,000	9,000	9,000	
0101-3012 Organization Dues	8,881	10,159	10,000	652	11,000	11,000	11,000	
0101-3013 Equipment Maintenance	7,619	4,641	10,000	3,966	12,000	12,000	12,000	
0101-3025 Auditor	15,450	24,050	23,000	15,100	25,000	25,000	25,000	
0101-3161 Transcriber/Camera Operator	6,536	9,875	9,800	6,450	9,800	9,800	9,800	
Total Administration/Finance/Assessing	846,034	883,925	972,150	611,362	1,126,025	1,126,025	1,126,025	-
					15.8%	15.8%	15.8%	-100.0%
0101-0101 Full Time Wages								
	Administrative and Finance staff for Town Manager's office and Finance Department Town Manager's Office: Town Manager, Assistant Town Manager and Admin Asst. Wages Finance Department: Finance Director, Deputy Finance Director, Tax Collector, Town Clerk and Admin. Asst. Wages 8 Full Time Employees							
0101-0158 Stipends								
	Select Board Stipends of \$1,500 each.							
0101-0110 FICA & Medicare								
	Required 7.65% employer contribution to Social Security & Medicare							
0101-0505 ICMA/MPERS								
	Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 12.8% and for Town employees is 9.9%							
0101-0510 Health Insurance								
	Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.							
0101-0515 Employee Wellness Program								
	Purchases for flowers for employee births, deaths, etc. Also to be used towards Employee Appreciation Day							
0101-0517 Mileage Stipend								
	Contract mileage stipend for Town Manager							
0101-1001 Office Supplies								
	General office supplies for all administrative offices							
0101-1003 Postage								
	Postage for tax bills, reminder postcards, W2s and all correspondence Includes PO box rental and bulk mail permit							
0101-1004 Advertisement & Recruiting								
	Public hearing notices, bid advertisements, employee recruitment, committee vacancies, background checks							
0101-1005 Dues & Publications								
	Town Clerk, Tax Collector/Treasurer, Finance Director, General Assistance Administrator, Town Manager							
0101-1201 Mileage								
	Mileage reimbursement when staff uses personal vehicle for work purposes; reimbursement is based on IRS rate as of Jan 1st each year.							
0101-1202 Professional Development								
	Training conferences and seminars; required certifications for the Town Manager, Finance Director, Tax Collector, Town Clerk and Treasurer.							
0101-1210 Liens & Discharges								
	Recording costs for property tax liens and discharges at the Registry of Deeds as well as small claims court costs. Costs are recovered from taxpayers upon payment of liens & shown as revenue.							
0101-1211 Elections								
	Warden/Deputy Wardens Poll workers (Poll workers are paid minimum wage which has been increased to \$13.80/hr for 2023) Town Clerk & Deputy Registrar Machine programming Machine maintenance contract Poll supplies, postage, etc.							
0101-1214 Town Clock								
	Annual clock inspection, repair & parts replacement for the Town clock.							

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

- 0101-1520 **Communications**
Telephone charges for all municipal office phones, fax and cell phones

- 0101-3011 **Printing**
Forms, Annual Report, tax bills, etc.

- 0101-3012 **Organization Dues**
Annual dues to:
Maine Municipal Association and the Maine Service Center Coalition.

- 0101-3013 **Equipment Maintenance**
Maintenance agreements, repair for copiers and postage meter
General office equipment repair & maintenance

- 0101-3025 **Auditor**
Contract for the annual financial audit and accounting services.

- 0101-3181 **Contracted Clerical/Camera Operator**
Contracted individuals hired to attend Select Board meetings to take minutes and operate camera.

**General Government
Administration & Finance**

EXPENSES

ASSOCIATED REVENUES

Account	FY 25 Town Manager	Account	FY 25 Town Manager
0101-0101 Full Time Wages	665,000	90-10-05 Town Clerk Fees	25,000
0101-0105 Stipends	7,500	90-10-08 Administrative Fees	30,000
0101-0110 Overtime	500	90-15-10 MCSW Bookkeeping	25,000
0101-0501 FICA & Medicare	51,600	NEW WW-Town Mgr/Finance Dir	33,892
0101-0505 ICMA/MPERS	65,800	NEW S.B.-Town Mgr/Finance Dir	33,892
0101-0510 Health Insurance	195,000		
0101-0515 Employee Wellness Program	2,500		
0101-0517 Mileage Stipend	2,400		
0101-1001 Office Supplies	12,000		
0101-1003 Postage	15,000		
0101-1004 Advertisements/Public Notices	4,000		
0101-1005 Dues & Publications	2,500		
0101-1201 Mileage	600		
0101-1202 Professional Development	1,000		
0101-1210 Liens & Discharges	4,000		
0101-1211 Elections	15,000		
0101-1214 Town Clock	1,325		
0101-1520 Communications	13,500		
0101-3011 Printing	9,000		
0101-3012 Organization Dues	11,000		
0101-3013 Equipment Maintenance	12,000		
0101-3025 Auditor	25,000		
0101-3181 Transcriber/Camera Operator	9,800		
Total Administration / Finance / Assessing	1,126,025	Total Administration / Finance / Assessing	147,784

DEPARTMENT NET EXPENSE: \$978,241

Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT

General Government
PROFESSIONAL SERVICES/INTERDEPARTMENTAL INITIATIVES

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
0102-3001 General Legal	74,422	74,568	81,055	54,037	83,650	83,650	-	-
0102-3042 Bond Counsel/Loan Fees	1,215	-	-	-	3,000	3,000	-	-
0102-3002 Codes & Planning Legal	26	-	-	-	-	-	-	-
0102-3004 Personnel Legal	-	-	-	-	-	-	-	-
0102-3005 Other Legal	1,006	1,266	1,000	-	1,000	1,000	-	-
0102-NEW Traffic Calming	-	-	-	-	-	1,000	-	-
0102-NEW Pedestrian Safety	-	-	-	-	-	-	1,000	-
0102-NEW Water Quality Monitoring	-	-	-	-	-	-	1,000	-
0102-NEW EPC Perform. Assur. Report	-	-	-	-	-	-	8,820	-
0102-3007 Contract Professional Services	38,288	25,994	20,000	3,405	20,000	20,000	6,162	-
Total Professional Services	114,957	101,828	102,055	57,442	107,650	124,632	-	-
					5.5%	22.1%	-100.0%	-100.0%

Change over FY 24

- 0102-3001 **General Legal**
Monthly contract stipend with Kelly & Associates for legal services. Applied 3.2% COLA
- 0102-3002 **Codes & Planning Legal**
Funds for Codes and Planning legal services are no longer needed with an attorney on staff for the town.
- 0102-3004 **Other Legal**
Specialized legal costs, including outside counsel if necessary.
- 0102-NEW **Traffic Calming**
To fund planning/enforcement/equipment necessary to study and implement neighborhood traffic calming solutions
- 0102-NEW **Pedestrian Safety**
To fund planning/equipment/labor necessary to study and implement small-scale pedestrian safety initiatives
- 0102-NEW **Water Quality Monitoring**
Contract with Megunticook Watershed Association to monitor 5 sites in the Watershed
Moved from Parks & Recreation budget
- 0102-NEW **Energy Performance Assurance Services Program**
Annual fee for the release of a Performance Assurance report that measures and compares the annual realized savings and guaranteed savings to determine whether there is a savings shortfall for the respective annual period of the Siemens Performance Contracting period
- 0102-3007 **Contract Professional Services**
Professional fees for engineers and consultants as needed.

PROFESSIONAL SERVICES EXPENSES		ASSOCIATED REVENUES	
Account	FY 25 Town Manager	Account	FY 25 Town Manager
0102-3001 General Legal	83,650	90-20-15 Wastewater Legal	25,095
0102-3042 Bond Counsel	3,000	NEW Snow Bowl Legal	4,183
0102-3002 Codes & Planning Legal	-		
0102-3004 Personnel Legal	1,000		
0102-3005 Other Legal	1,000		
0102-NEW Traffic Calming	1,000		
0102-NEW Pedestrian Safety	1,000		
0102-3007 Engineering Professional Services	20,000		
Total Professional Services	109,650	Total Professional Services	29,278

DEPARTMENT NET EXPENSE: \$80,372

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**General Government
PLANNING, CODE ENFORCEMENT, COMMUNITY DEVELOPMENT and ASSESSING**

		FY 22	FY 23	FY 24	FY 24	FY 25	FY 25	FY 25	FY 25
Account		Actuals	Actuals	Budget	YTDs	Dept. Head	Town Manager	Budget Committee	Select Board
0103-0101	Full Time Wages	240,114	428,191	495,000	323,010	523,000	523,000	523,000	
0103-0105	ZBA/PB Minutes Secretary	834	-	-	-	-	-	-	
0103-0108	Rockland Assessor	-	27,761	30,000	6,302	-	-	-	
0103-0501	FICA & Medicare	17,591	34,155	40,600	24,904	40,200	40,200	40,200	
0103-0505	ICMA/MPERS	22,071	25,814	53,600	22,169	45,800	45,800	45,800	
0103-0510	Health Insurance	76,721	122,521	127,000	72,170	144,500	144,500	144,500	
0103-1001	P&C-Office Supplies	2,313	2,886	1,500	92	1,500	1,500	1,500	
0103-1201	P&C-Mileage	2,518	2,682	1,500	797	1,500	1,500	1,500	
0103-1202	P&C-Professional Development	790	1,431	4,000	1,283	4,000	4,000	4,000	
0103-1215	P&C-Marketing	788	10,603	2,000	227	2,000	2,000	2,000	
0103-3011	P&C-Printing	186	129	250	68	250	250	250	
0103-3012	P&C-Organization Dues	415	974	1,300	-	1,300	1,300	1,300	
0103-3110	Assessing-Office Supplies	859	16,116	1,400	411	1,500	1,500	1,500	
0103-3111	Assessing-Mileage/Lodging	78	4,813	4,200	2,503	4,200	4,200	4,200	
0103-3112	Assessing-Prof. Development	529	4,235	5,200	4,990	6,720	6,720	6,720	
0103-3113	Assessing-Organiz. Dues	280	650	700	580	700	700	700	
0103-1230	Conservation Commission	-	-	-	-	-	-	-	
0103-1231	Zoning Board	-	-	-	-	-	-	-	
0103-1233	Historic Resources	-	-	-	-	-	-	-	
0103-1236	Planning Board	3,960	1,512	1,000	685	1,000	1,000	1,000	
0103-1237	Comprehensive Plan	-	-	-	-	5,000	5,000	5,000	
0103-3013	Equipment Maintenance	1,918	1,319	1,500	1,153	2,150	2,150	2,150	
0103-3165	Assessor's Contract	74,500	-	-	-	-	-	-	
0103-1208	Records Preservation	-	-	-	-	-	-	-	
0103-4018	Community Projects	300	-	-	-	-	-	-	
0103-1238	Committee Projects	-	-	-	-	-	-	-	
0103-0163	Summer Internship	-	-	-	-	-	-	-	
Total Planning, Codes, Community Development, and Assessing		446,765	685,792	770,750	461,344	785,320	785,320	785,320	-
						1.9%	1.9%	1.9%	-100.0%
						<i>Change over FY 24</i>			
0103-0101	Full Time Wages Planning/Dev/Codes Office - 6 Planning and Development Director, Code Enforcement Officer, Planner, Admin. Asst., Assessor and Deputy Assessor. Rockport contracts with Camden and reimburses for Assessing services.								
0103-0105	ZBA/Planning Board Minutes Secretary Wages for attendance and production of minutes for every meeting.								
0103-0501	FICA & Medicare Required 7.65% employer contribution to Social Security & Medicare								
0103-0505	ICMA/MPERS Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 12.8% and for Town employees is 9.9%								
0103-0510	Health Insurance Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.								
0103-1001	P & C Office Supplies P&C/Assessing - Paper, pens, pencils, binders. Includes ink for printers & plotter. Filing cabinets for records storage Zoning map printing, tools and miscellaneous supplies								
0103-1201	P & C Mileage Mileage reimbursement when staff uses personal vehicle for work purposes; reimbursement is based on IRS rate as of Jan 1st each year.								
0103-1202	P & C Professional Development Training, workshops, conferences to meet certification requirements and stay current with state and federal laws. Maine Building Officials and Inspectors Association, International Code Council, American Planning Association - AICP, Northern New England Planning Association - Conference, Maine CEO Training Program, Build Maine, Maine Municipal Association, Code Books								
0103-1215	P & C Marketing/Community Development This account funds the Town's community and economic development efforts.								
0103-3011	P & C Printing Notices/Business Cards, Permit and applications etc.								
0103-3012	P & C Organization Dues Annual membership dues for organizations including: MBOIA, MCEOA, Maine Development Foundation, International Code Council, Maine CEO Certifications, American Planning Association - Northern New England Chapter								
0103-3110	Assessing - Office Supplies Tax map printing, tools and miscellaneous supplies.								
0103-3111	Assessing - Mileage/Lodging Lodging for multi-day conferences: PTS, PTI, MAAO, Vision, etc. Mileage for travel to conferences								
0103-3112	Assessing - Professional Development Includes courses for certification: PTS, PTI, MAAO, Maine Revenue IAAO, etc.								
0103-3113	Assessing - Organization Dues Annual membership dues for organizations including ME Chapter, MAAO, CMAAO, IAAO etc.								

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

- 0103-1233 **Historic Resources**
Funding included in Committee Projects below

- 0103-1236 **Planning Board**
Meeting minutes and camera operator services as needed
Includes advertising costs which are offset with applicant's fees

- 0103-3011 **Printing**
Notices, Business Cards

- 0103-3013 **Equipment Maintenance**
Maintenance agreements, repair for copier, &
General office equipment repair & maintenance

- 0103-4018 **Committee Projects**
To help support projects and initiatives of committees and commissions

- 0103-0163 **Summer Internship**
Funding for a summer intern to help with a number of sustainability/climate change resiliency projects

PLANNING, CODE ENFORCEMENT, COMMUNITY DEVELOPMENT and ASSESSING

EXPENSES

ASSOCIATED REVENUES

Account	FY 25 Town Manager	Account	FY 25 Town Manager
0103-0101 Full Time Wages	523,000	90-10-12 Plumbing Fees	10,000
0103-0105 ZBA/PB Minutes Secretary	-	90-10-13 Building Permit Fees	100,000
0103-0108 Rockland Assessor	-	90-10-14 Electrical Permit Fees	14,000
0103-0501 FICA & Medicare	40,200	90-20-10 Rockport Assessors Reimb.	89,300
0103-0505 ICMA/MPERS	45,800	90-10-15 Short Term Rental Fees	500
0103-0510 Health Insurance	144,500		
0103-1001 P&C-Office Supplies	1,500		
0103-1201 P&C-Mileage	1,500		
0103-1202 P&C-Professional Development	4,000		
0103-1215 P&C-Marketing	2,000		
0103-3011 P&C-Printing	250		
0103-3012 P&C-Organization Dues	1,300		
0103-3110 Assessing-Office Supplies	1,500		
0103-3111 Assessing-Mileage/Lodging	4,200		
0103-3112 Assessing-Prof. Development	6,720		
0103-3113 Assessing-Organiz. Dues	700		
0103-3114 Assessing-Contrac. Services	-		
0103-1230 Conservation Commission	-		
0103-1231 Zoning Board	-		
0103-1233 Historic Resources	-		
0103-1236 Planning Board	1,000		
0103-1237 Comprehensive Plan	5,000		
0103-3013 Equipment Maintenance	2,150		
0103-3165 Assessor's Contract	-		
0103-1208 Records Preservation	-		
0103-4018 Community Projects	-		
0103-1238 Committee Projects	-		
0103-0163 Summer Internship	-		
Subtotal Planning/Codes/Assessing	785,320		
RESERVE APPROPRIATIONS			
3003-4055 Revaluation	74,000		
Total Planning/Codes/Assessing	859,320	Total Planning/Codes/Assessing	213,800

DEPARTMENT NET EXPENSE: \$645,520

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**General Government
INFORMATION TECHNOLOGY**

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
0104-NEW					88,300	-	-	
0104-NEW					7,800	7,800	7,800	
0104-NEW					7,400	600	600	
0104-NEW					9,600	775	775	
0104-NEW					28,900	-	-	
0104-3008	31,541	39,280	50,000	32,754	-	55,000	55,000	
0104-3013	59,634	57,532	-	-	-	-	-	
0104-3019	26,906	19,934	-	-	-	-	-	
0104-3065	-	-	14,500	11,139	14,700	14,700	14,700	
0104-3066	-	-	7,000	15,594	16,000	16,000	20,000	
0104-3067	-	-	59,500	69,590	73,500	73,500	73,500	
0104-3068	-	-	12,650	16,243	15,000	15,000	15,000	
0104-3069	-	-	2,000	-	2,000	2,000	2,000	
0104-3046	5,966	6,205	5,500	3,367	5,200	5,200	5,200	
0104-3520	21,510	16,066	15,000	11,112	25,000	25,000	25,000	
Total Information Technology	145,557	139,017	166,150	159,799	293,400	215,575	219,575	-
					76.6%	29.7%	32.2%	-100.0%

Change over FY 24

NOTE: These accounts cover all main IT network systems and equipment for all departments within the Town Office, Opera House, Public Safety and Public Works offices

- 0104-3008 **Maintenance/Technical Services**
Monthly Service Fee for Equipment and antivirus software (TO/OH, PS, PW) - \$43,000
General IT Services - Any IT troubleshooting outside monthly contract to maintain equipment (TO/OH, PS, PW) - \$10,000
Printer Maintenance
- 0104-3065 **Assessing - CAMA**
Mobile Assessor (Shared with Rockport) - \$3,400
Vision (assessing software) - \$8,900
CAI Web Hosting (online assessor) - \$2,400
- 0104-3066 **Municipal GIS**
GIS support for the tax and land use maps.
GIS in Vision - \$1,000
X2 Arc GIS Licenses for Assessing - \$440
Web GIS - Support - \$2,000
Eagle View - \$6,850
GIS Coordinator - \$7,800
- 0104-3067 **Operational Software**
Office 365 Licenses - \$21,000
Adobe Pro DC - \$2,400
TRIO Municipal Software - \$22,000
Payroll Outsourcing Services - \$18,000
iWork Permitting Software - \$10,000
- 0104-3068 **Website/Communication Software**
eCode 360 Licensing - \$3,300
Text My Gov - \$2,500
Revize Hosting Software/Support - \$3,000
Zoom Licensing
.gov Domain Licensing - \$575
- 0104-3069 **Audio/Video Systems**
A/V system hardware and software support
- 0104-3046 **Internet Services**
Lincolntonville Communications Inc. - Internet Fee \$430 per month - \$5,160
- 0104-3520 **Computers (Hardware)**
Workstation and laptop replacement as per replacement schedule - FD Laptop, Audra Caler PC, PD Mobile Data Terminals (2) and Explorer MDT 3 Desktop - \$10,000
Replacement of telephone system @ Public Safety Bldg

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**General Government
INSURANCES**

Account		FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
0105-2501	General Liability	76,282	76,631	78,000	70,613	111,000	111,000	111,000	
0105-2509	Unemployment Insurance	27,159	20,595	29,000	6,810	12,000	12,000	12,000	
0105-2510	Workers Comp Insurance	149,575	174,408	135,000	102,162	150,000	150,000	150,000	
0105-2512	Retiree Life Insurance	1,795	1,136	1,700	695	1,400	1,400	1,400	
Total Insurances		254,811	272,770	243,700	180,280	274,400	274,400	274,400	-
						12.6%	12.6%	12.6%	-100.0%
						<i>Change over FY 24</i>			

0105-2501 **General Liability**
General Liability - Estimated premium covers Auto, Property, Faithful Performance of Duty, Police Liability and Public Officials Liability.

0105-2509 **Unemployment Insurance**
Unemployment is paid on the first \$12,000 of wages per employee

0105-2510 **Workers Comp Insurance**
The Town is insured through MEMIC (Maine Employers Mutual Insurance Company).
The premium level is established based on Camden's workplace injury rate, lost time and classification rate.

0105-2512 **Retiree Life Insurance**
In the past this has been budgeted with employee health insurance line.

INSURANCES

EXPENSES		ASSOCIATED REVENUES	
	Account	FY 25 Town Manager	Account FY 25 Town Manager
0105-2501	General Liability	111,000	90-15-08 Snow Bowl WC Reimbursement
0105-2502	Auto		90-20-08 Insurance Dividends
0105-2509	Unemployment Insurance	12,000	
0105-2510	Workers Comp Insurance	150,000	
0105-2512	Retiree Life Insurance	1,400	
Total Insurances		274,400	Total Insurances
			31,000

DEPARTMENT NET EXPENSE: \$243,400

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**General Government
TOWN OFFICE BUILDING**

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
0106-0101 Full Time Wages	12,510	35,545	14,700	8,291	37,500	37,500	37,500	
0106-0105 Part Time Wages	11,262	-	-	-	-	-	-	
0106-0110 Overtime	98	-	500	-	500	500	500	
0106-0501 FICA & Medicare	1,816	2,585	1,200	451	2,900	2,900	2,900	
0106-0505 ICMA/MPERS	2,583	2,950	1,600	698	3,800	3,800	3,800	
0106-0510 Health Insurance	3,439	8,003	3,800	1,152	7,300	7,300	7,300	
0106-1006 Supplies (Cleaning & Building)	1,448	619	2,500	1,023	1,500	1,500	1,500	
0106-1501 Electricity	9,884	10,017	10,000	8,322	12,000	12,000	12,000	
0106-1505 Heat	17,688	19,599	12,500	7,526	12,000	12,000	12,000	
0106-1503 Solar Electricity Delivery	202	261	200	232	250	250	250	
0106-1510 Water/Sewer	1,427	1,510	1,500	953	1,500	1,500	1,500	
0106-2030 Building Maintenance	8,923	8,189	6,500	6,750	8,000	8,000	8,000	
0106-3014 Cleaning (contracted)	-	-	26,000	16,210	-	-	-	
0106-3016 Heating/HVAC Maintenance	8,106	10,130	8,000	10,321	12,000	12,000	12,000	
0106-3026 Sprinkler/Elevator Maintenance	183	1,338	1,200	-	750	750	750	
0106-3035 Security Services	1,260	2,354	750	638	1,000	1,000	1,000	
0106-3515 Buildings	1,200	28	1,000	466	1,000	1,000	1,000	
Total OH/Town Offices	82,029	103,128	91,950	63,033	102,000	102,000	102,000	-
					10.9%	10.9%	10.9%	-100.0%

Change over FY 24

- 0106-0101 **Full Time Wages**
Asst. Manager/Facility Director (25% funded in this budget; 75% in Opera House/Auditorium budget)
Custodian (50% funded in this budget; 50% funded in the Auditorium budget)
- 0106-0501 **FICA & Medicare**
7.65% of covered wages
- 0106-0505 **ICMA/MPERS**
Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 12.8% and for Town employees is 9.9%
- 0106-0510 **Health Insurance**
Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.
- 0106-1006 **Supplies (Cleaning & Bldg)**
Paper goods, light bulbs, cleaning supplies, small hardware items, cleaning equipment repair, misc. paint and maintenance supplies. 50% of those items shared with Opera House Auditorium budget
- 0106-1501 **Electricity**
50% of building costs shared with Opera House Auditorium budget
- 0106-1505 **Heat**
60% of heating costs for the building. In recent years, energy conservation measures have reduce fuel consumption
- 0106-1510 **Water /Sewer**
50% shared with Opera House Auditorium budget
- 0106-2030 **Building Maintenance**
Allowance for electrical, plumbing, glass, paint, carpentry, repairs and maintenance, sprinkler system, and heating/ventilation system repairs.
50% shared with Opera House/Auditorium budget for shared systems
- 0106-3014 **Cleaning (contracted)**
Custodial contractors to clean building interior as a replacement for custodian, 50% shared with Opera House
- 0106-3016 **Heating/HVAC Maintenance**
Includes 50% costs for maintenance and repairs outside of maintenance agreements
- 0106-3026 **Sprinkler System Maint**
Includes 50% costs maintenance/inspections and repairs outside of maintenance agreements
- 0106-3035 **Security Services**
50% costs of maintenance agreement and monitoring services for Northeast Security, plus allowance for repairs
Monitoring covers sprinkler, fire alarms and low heat
- 0106-3515 **Small equipment/furnishings**
Building equipment, replacement furniture and fixtures

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

OPERA HOUSE/AUDITORIUM

Account		FY 22	FY 23	FY 24	FY 24	FY 25	FY 25	FY 25	FY 25
		Actuals	Actuals	Budget	YTDs	Dept. Head	Town Manager	Budget Committee	Select Board
0107-0101	Full Time Wages	109,533	139,946						
0107-0105	Part Time Wages	37,565	30,656						
0107-0110	Overtime	-	-						
0107-0501	FICA & Medicare	10,286	12,366						
0107-0505	ICMA/MPERS	15,287	12,456						
0107-0510	Health Insurance	40,474	46,651						
0107-1001	Office Supplies	1,822	1,563						
0107-1006	Supplies (Cleaning & Bldg)	1,709	881						
0107-1202	Professional Development	36	100						
0107-1209	Box Office	6,854	12,375						
0107-1215	Marketing	13,836	17,466						
0107-1501	Electricity	9,883	10,016						
0107-1505	Heat	11,791	13,189						
0107-1510	Water/Sewer	1,427	1,510						
0107-1520	Communications	600	710						
0107-2020	Equipment	-	-						
0107-2021	Sound System Maintenance	319	829						
0107-2022	Stage Light Maintenance	574	607						
0107-2030	Building Maintenance	5,729	3,759						
0107-3013	Equipment Maint Contracts	-	-						
0107-3014	Cleaning	-	-						
0107-3016	Heating/HVAC Maintenance	8,022	9,119						
0107-3026	Sprinkler/Elevator Maint	4,390	8,666						
0107-3035	Security Services	1,260	2,390						
0107-3525	Small Equipment/Furnishings	747	2,195						
Total OH/Auditorium		282,144	327,450	-	-	-	-	-	-

Moved to a Special Revenue Fund

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**Public Safety
05-01 POLICE DEPARTMENT**

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
0501-0101 Full Time Wages	585,419	713,343	824,800	505,905	875,000	950,000	950,000	
0501-0105 Part Time Wages	-	1,515	-	-	1,000	1,000	1,000	
0501-0110 Overtime	47,313	71,296	55,000	59,124	60,000	60,000	60,000	
0501-0120 Parking Officer	45,627	38,392	48,000	30,831	-	-	-	
0501-0121 Police Special Duty	1,840	1,893	3,750	1,520	3,750	3,750	3,750	
0501-0123 Administrative Assistant	48,961	51,910	58,000	38,421	59,900	59,900	59,900	
0501-0106 Inlnd Hbrmstr/Lake Patrol	-	-	11,500	-	10,000	10,000	10,000	
0501-0113 Community Liaison Officer	-	-	50,000	29,167	-	-	-	
0501-0501 FICA & Medicare	54,719	63,737	77,100	47,062	77,300	83,000	83,000	
0501-0505 ICMA/MPERS	76,349	74,437	115,300	69,244	116,600	135,600	135,600	
0501-0510 Health Insurance	246,682	240,749	319,000	134,498	241,600	270,500	270,500	
0501-1001 Office Supplies	5,081	4,829	5,000	2,975	5,000	5,000	5,000	
0501-1004 Advertising & Recruitment	617	130	500	-	300	300	300	
0501-1007 Ticket Supplies	3,738	332	4,500	679	4,500	4,500	4,500	
0501-1014 Gas/Diesel	13,211	10,889	15,000	4,066	10,000	10,000	10,000	
0501-1201 Mileage	-	130	500	616	800	800	800	
0501-1202 Training/Professional Development	7,769	10,445	17,000	6,035	12,500	10,000	10,000	
0501-1205 Uniforms/Clothing-Cleaning	5,123	7,407	26,000	12,071	12,000	10,000	10,000	
0501-1520 Communications	11,225	12,983	12,000	8,631	14,000	14,000	14,000	
0501-2005 Vehicle Repairs	8,112	4,835	10,000	3,268	10,000	10,000	10,000	
0501-2025 Mobile Equipment Repairs	224	21	1,500	-	1,000	1,000	1,000	
0501-3009 Union Negotiations	-	-	-	-	500	500	500	
0501-3012 Organization Dues	100	200	500	150	500	500	500	
0501-3013 Equipment Maint. Contract	-	-	1,500	1,312	-	-	-	
0501-3018 Animal Control	21,019	6,965	10,000	7,507	10,000	10,000	10,000	
0501-3525 Small Dept Equipment	9,992	18,308	9,700	2,625	10,000	10,000	10,000	
Total Police Dept	1,193,121	1,334,746	1,676,150	965,707	1,536,250	1,660,350	1,660,350	-
					-8.3%	-0.9%	-0.9%	-100.0%

Change over FY 24

- 0501-0101 **Full Time Wages**
10.5 full time sworn officers:
Chief (1), Lieutenant (1), Sergeants (2), Detective (1), Patrol Officers (6)
Wages for Patrol/Sergeants/Detective fall under the union contract and are established for FY 25.
- 0501-0105 **Part Time Wages**
Part-time wages to fill in when an officer is off duty due to vacation, sick leave, or compensatory time usage.
- 0501-0110 **Overtime**
Funds weekend night coverage, court appearances, investigations and mandated/specialized training.
Also includes coverage for special events (firework events, Windjammer Weekend, Halloween, Christmas by the Sea, Toboggan Nationals, parades, etc.).
- 0501-0120 **Patrol/Parking Enforcement**
One full time position. Position also provides coverage for front desk
- 0501-0123 **Administrative/Clerical**
40 hour/wk coverage for front office reception
- 0501-0501 **FICA & Medicare**
Required 7.65% employer contribution to Social Security & Medicare
- 0501-0505 **ICMA/MPERS**
Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 12.8% and for Town employees is 9.9%
- 0501-0510 **Health Insurance**
Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.
- 0501-1001 **Office Supplies**
General office, copier and computer supplies for all Police Department activities. Includes postage.
- 0501-1004 **Advertising**
- 0501-1007 **Ticket Supplies**
Software maintenance fee for electronic ticketing; tickets, chalk, ticket books, parking boot supplies.
- 0501-1014 **Gas/Diesel**
Fuel for police vehicles
- 0501-1201 **Mileage**
Mileage at IRS rate for business travel (training or court) when a cruiser is not available
Includes mileage for officer to attend the Police Academy training (Vassalboro)
- 0501-1202 **Training/Professional Development**
Training is a major need and statutory requirement for the department, and reduces liability
On-going training includes firearms certification/re-certification at least annually.
Training funds include costs for workshop/seminar/MCJA, plus meals reimbursement, and lodging that may be required.
- 0501-1205 **Uniforms/Clothing Allowance**
Cost of ballistic vests, helmets and uniforms. Includes uniform cleaning.
Also included are the purchasing of 3 new ballistic vests @ \$1800/piece
- 0501-1520 **Communications**
Includes office lines, cell phones, lobby phone and maintenance contract of telephone recording system.
Also includes in-car data terminal connections and video recording maintenance.
- 0501-2005 **Vehicle Repairs**
Oil changes, fluids, tires, brakes, service provided by Camden Public Works. All cruiser repairs, parts and labor by

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

dealerships.

- 0501-2025 **Mobile Equipment Repair**
Repairs as needed for all radios, radar units, radar boards, cruiser video systems and mobile data terminals

- 0501-3009 **Union Negotiations**
The current Union contract expires 6/30/2025. Negotiations will begin Fall of 2024

- 0501-3012 **Organization Dues**
Maine & International Police Chiefs Assoc, FBI LEEDA, memberships for supervisory staff.

- 0501-NEW **Equipment Maintenance Contract**
Moved this expense to Public Safety Bldg budget

- 0501-3018 **Animal Control**
By State law, municipalities are required to have a shelter for stray animals. PAWS Animal Center serves as the Town's rescue shelter. This account funds that contract and other animal control expenses that might arise.

- 0501-3525 **Small Equipment**
Funds equipment necessary to carry out the duties associated with law enforcement such as safety supplies, targets, range equipment, radios, radars, video systems, cruiser equipment, emergency lighting, Tazers and Tazer cartridges, etc. Significant increase in the price of ammunition for training is anticipated

**Public Safety
05-01 POLICE DEPARTMENT**

EXPENSES		ASSOCIATED REVENUES	
Account	FY 25 Town Manager	Account	FY 25 Town Manager
0501-0101 Full Time Wages	950,000	90-15-02 Misc. Police Revenue	1,000
0501-0105 Part Time Wages	1,000	90-15-03 Parking Tickets	55,000
0501-0110 Overtime	60,000	90-18-10 Rockport Police Chief Reimb.	73,500
0501-0120 Parking Officer	-		
0501-0121 Police Special Duty	3,750		
0501-0123 Administrative Assistant	59,900		
0501-NEW Inland Hbrmstr/Lake Patrol	10,000		
0501-NEW Community Liaison Officer	-		
0501-0501 FICA & Medicare	83,000		
0501-0505 ICMA/MPERS	135,600		
0501-0510 Health Insurance	270,500		
0501-1001 Office Supplies	5,000		
0501-1004 Advertising & Recruitment	300		
0501-1007 Ticket Supplies	4,500		
0501-1014 Gas/Diesel	10,000		
0501-1201 Mileage	800		
0501-1202 Training/Professional Development	10,000		
0501-1205 Uniforms/Clothing-Cleaning	10,000		
0501-NEW Bicycle Patrol	-		
0501-1520 Communications	14,000		
0501-2005 Vehicle Repairs	10,000		
0501-2025 Radios	1,000		
0501-3009 Union Negotiations	500		
0501-3012 Organization Dues	500		
0501-NEW Equipment Maint. Contract	-		
0501-3018 Animal Control	10,000		
0501-3525 Small Dept Equipment	10,000		
Subtotal Police Dept	1,660,350		
RESERVE APPROPRIATIONS			
3003-NEW Police Cruiser	30,000		

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**Public Safety
05-03 COUNTY DISPATCH**

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
0503-3036 Dispatch Services	158,927	163,813	190,650	190,650	219,036	219,036	219,036	
Total County Dispatch	158,927	163,813	190,650	190,650	219,036	219,036	219,036	-
					14.9%	14.9%	14.9%	-100.0%

Change over FY 24

County Dispatch
This is the cost of Camden's share of the Knox County Dispatch services.

**County Taxes and Dispatch Fees
2023 and 2024 Budgets**

Municipality	2023				2024			
	2023 Tax Assessment	1.6% Overlay County Tax	Dispatch/F&AP Fees	Combined Tax & Fees	2024 Tax Assessment	1% Overlay County Tax	Dispatch/F&AP Fees	Combined Tax & Fees
Appleston	\$184,634,000	\$2,922,073	\$27,430	\$191,583,503	\$195,720,344	\$3,044,302	\$28,177	\$201,792,823
Burnham	\$1,690,200,000	\$1,741,089	\$100,895	\$1,832,184	\$2,028,430,000	\$2,082,017	\$218,000	\$2,248,447
Cushing	\$383,454,000	\$474,813	\$54,728	\$433,995	\$409,890,000	\$482,023	\$62,881	\$474,794
Disco/PA	\$913,896,000	\$328,873	\$47,814	\$962,723	\$937,780,000	\$388,887	\$47,800	\$1,324,467
East	\$288,236,000	\$778,725	\$61,874	\$349,835	\$331,330,500	\$582,761	\$71,088	\$403,179
East Au Hwy	\$13,290,000	\$78,800	\$9,382	\$13,368	\$13,880,000	\$78,878	\$1,822	\$14,780
Madisonville Plantation	\$35,892,000	\$37,860	\$1,788	\$37,680	\$37,100,000	\$38,100	\$1,821	\$38,921
West Haven	\$470,293,000	\$728,106	\$118,192	\$586,298	\$460,400,000	\$482,851	\$17,438	\$560,339
Owls Head	\$481,100,000	\$482,464	\$54,806	\$537,270	\$460,866,000	\$578,889	\$62,884	\$521,754
Packard	\$991,100,000	\$1,036,800	\$282,742	\$1,279,542	\$1,100,100,000	\$1,328,838	\$282,278	\$1,391,116
Rockwood	\$1,512,950,000	\$1,271,822	\$182,786	\$1,454,607	\$1,348,402,000	\$1,364,378	\$152,536	\$1,517,914
St George	\$1,578,100,000	\$1,130,487	\$94,523	\$1,324,990	\$1,388,180,000	\$1,300,000	\$108,897	\$1,412,517
South Townsend	\$341,150,000	\$812,788	\$56,860	\$870,648	\$420,500,000	\$440,587	\$83,257	\$503,844
Theriotville	\$324,160,000	\$477,870	\$59,857	\$384,787	\$330,250,000	\$340,368	\$114,887	\$445,255
Union	\$278,780,000	\$299,888	\$88,826	\$368,714	\$302,950,000	\$303,340	\$88,785	\$392,125
Walden	\$476,950,000	\$449,890	\$177,277	\$627,167	\$478,800,000	\$488,978	\$54,086	\$543,064
Wassonville	\$181,300,000	\$200,588	\$18,511	\$219,099	\$210,800,000	\$200,340	\$203,872	\$211,112
All-Town	\$9,148,234,000	\$9,811,769	\$1,378,918	\$11,221,915	\$11,130,200,000	\$11,442,170	\$1,688,827	\$12,443,067
Unincorporated Territory	\$27,500,000	\$23,563	\$5	\$27,505	\$27,800,000	\$28,440	\$5	\$27,805
2023 Tax Assessment	\$9,681,104	\$2	\$12,445	\$11,945	\$11,557,840,000	\$2	\$14,287	\$12,552
2024 Tax Assessment	\$10,625,951	\$1,625,007	\$1,971,188	\$14,222,146	\$11,557,840,000	\$1,625,007	\$1,971,188	\$14,222,146
Assessment + Overlay	\$11,306,105	\$1,627,032	\$1,983,633	\$14,234,801	\$13,185,680,000	\$1,653,184	\$1,986,173	\$14,234,801

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**Public Safety
05-04 FIRE & EMERGENCY MEDICAL SERVICES DEPARTMENT**

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
0504-0101 Full Time Wages	234,655	267,235	299,000	198,971	543,000	447,000	447,000	
0504-0105 Per Diem Wages	31,464	15,481	48,000	22,192	131,400	61,000	61,000	
0504-NEW First Responder/Training Wage	4,000	13,753	96,500	29,676	100,000	50,000	50,000	
0504-0110 Overtime	31,015	32,960	30,000	24,760	69,500	50,000	50,000	
0504-0125 Call Firefighter/Training Wage	62,329	77,715	88,000	33,927	90,800	80,000	80,000	
0504-0501 FICA & Medicare	26,723	30,546	43,000	23,190	71,600	52,700	52,700	
0504-0505 ICMA/MPERS	31,263	26,854	46,200	26,481	76,700	70,000	70,000	
0504-0510 Health Insurance	92,808	96,865	108,900	59,501	221,500	172,400	172,400	
0504-1001 Software/Office Supplies	2,404	2,167	2,600	4,207	7,000	7,000	7,000	
0504-1005 Dues & Publications	445	1,120	800	665	1,000	1,000	1,000	
0504-1008 Equipment Supplies	12,177	12,718	13,000	5,586	25,000	20,000	20,000	
0504-1014 Gas/Diesel/Oil	6,040	5,093	4,500	3,085	10,000	10,000	10,000	
0504-1201 Mileage	346	810	1,000	521	2,000	2,000	2,000	
0504-1202 Training/Professional Development	11,009	6,787	7,500	4,168	17,400	25,000	25,000	
0504-1205 Uniforms/Clothing	1,985	1,815	2,200	777	10,000	10,000	10,000	
0504-1217 Respiratory Standards Program	1,674	355	300	140	350	350	350	
0504-1218 HB Vaccine	-	-	-	30	-	-	-	
0504-1219 Hose	1,275	-	1,500	-	1,600	1,600	1,600	
0504-NEW Billing	-	-	-	-	-	-	-	
0504-NEW Laundry Services	-	-	-	-	500	-	-	
0504-NEW Medical Exams	-	-	-	-	500	-	-	
0504-NEW Advertising	-	-	-	-	500	-	-	
0504-1520 Communications	3,698	4,566	4,100	2,096	4,100	4,100	4,100	
0504-2005 Vehicle Repairs	10,855	17,793	30,500	22,713	36,600	36,600	36,600	
0504-2020 Equipment Repairs	2,194	4,555	7,000	2,436	10,000	10,000	10,000	
0504-3525 Small Dept Equipment	10,595	10,637	12,000	691	12,400	12,400	12,400	
0504-3153 Hose Testing	7,571	9,225	10,000	8,799	10,300	10,300	10,300	
0504-NEW First Responder Equipment	10,018	11,829	10,000	1,274	10,000	10,000	10,000	
0504-NEW Emergency Medical Services	123,941	170,225	175,500	95,659	365,000	365,000	365,000	
Total Fire Dept	720,484	821,104	1,042,100	571,545	1,828,750	1,508,450	1,508,450	-
					75.5%	44.8%	44.8%	-100.0%

Change over FY 24

- 0504-0101 **Full Time Wages**
The Department currently has 4 full time positions. The full-time firefighters each work an average of 42 hour weeks; therefore 2 hours are paid at the OT rate. Full-time personnel are certified Code Enforcement Officers and Emergency Medical Service providers. We are proposing a phase-in approach with the goal for an additional 3 FT firefighters on staff. We plan to hire two FT firefighter/EMTs in September and 1 in November
- 0504-NEW **Per Diem Wages**
FF/EMT and Paramedic support as we transitionally hire the FT FF/EMTs
- 0504-NEW **First Responder/Training Wages**
Upon successful completion of Basic EMT training/licensing, first responders will be compensated for acting in such capacity responding to emergency calls.
- 0504-0110 **Overtime**
Overtime wages are for hours worked beyond regular wages (beyond the 2 hours each week for full-time staff); as well as holiday pay. By averaging of the hours, each firefighter receives 2 hours of overtime each week. Holiday pay is figured at 12 hours straight pay for the off-duty firefighter - 12 hours straight pay for the holiday if a scheduled firefighter takes the day off or 12 hours of time and a half if the scheduled firefighter works the holiday.
- 0504-0125 **Call Firefighters/Training Wages**
Call firefighter payroll varies depending on the volume of calls for service and the number of personnel who answer the call. This includes fire calls, meetings, setting up voting space and other duties as assigned. Training is for regularly scheduled and special training events for on-call firefighters.
- 0504-0501 **FICA & Medicare**
Required 7.65% employer contribution to Social Security & Medicare
- 0504-0505 **ICMA/MPERS**
Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 12.8% and for Town employees is 9.9%
- 0504-0510 **Health Insurance**
Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.
- 0504-1001 **Software & Office Supplies**
Includes the Department's records of keeping and reporting web based subscription.
- 0504-1005 **Dues & Publications**
Dues payable to professional associations such as National Fire Protection Assn. Int'l Assn Fire Chiefs, Knox County Mutual Aid, ME State Federation of Firefighters and publications.
- 0504-1008 **Personal Protective Equipment**
Regular issued gear for Firefighters including: turnout gear, gloves, boots, etc. National Fire Protection Assn (NFPA) requires replacement every 10 years.
- 0504-1014 **Gas/Diesel/Oil**
Vehicle fuel based on estimated 1,000 gallons of diesel and 1,250 gallons gasoline
- 0504-1201 **Mileage**
Mileage reimbursement when staff uses personal vehicles for work purposes (IRS rate: As of January 1st of each year)
- 0504-1202 **Training/Professional Development**
This account is for specialty drills and trainings that enhance the basic training offered by the Fire Department. Examples include: water rescue, confined space, extrication, etc. Workshops/training offered by the Maine Fire Chiefs and Int'l Assn of Fire Chiefs.

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

Also includes training to assist the Planning & Codes Office.
This year also includes an on-line training subscription we are using.

- 0504-1205 **Uniforms/Clothing Allowance**
This funds uniforms for the 4 full time personnel and uniforms for part time firefighters plus the additional proposed hired staff.
- 0504-1217 **Respiratory Standards Program**
Annual medical evaluations required for use of breathing apparatus
Mask fit tests and breathing air quality testing
Includes primary check for new members and yearly medical clearance
- 0504-1218 **HB Vaccine/Drug screening**
Estimate for new members. Includes random drug screening for full-time personnel
- 0504-1520 **Communications**
Fire Department phones (2) in Public Safety Building and VZW iPads for Engines 4 & 5
2 Department cell phones
- 0504-2005 **Vehicle Repairs**
Preventative maintenance, oil & filter changes.
- 0504-2020 **Equipment Repairs**
Yearly maintenance programs and repair as needed. Includes: Aerial & ground ladder tests @ \$1,500,
Annual flow testing of self-contained breathing apparatus (SCBA) \$2,000; SCBA battery replacement \$150.
General repairs of pagers and radios, SCBA, personal protective equipment
General repairs resulting from daily use of equipment or issues found during service testing
- 0504-3525 **Small Department Equipment**
Specialized equipment purchases, replacement of old pagers.
Continued upgrade/replacement of radios - mobile and portable
- 0504-3153 **Hose Testing**
All hoses tested annually per industry standards.
Annual pump service testing as required by NFPA standards.
- 0504-NEW **First Responder Equipment**
Equipment and supplies necessary for first responders to provide basic life support to patients
- 0504-NEW **Emergency Medical Services**
North East Mobile Health Services provides emergency medical and transport services to the residents of
Camden, Rockport, Lincolnville and Hope.

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**Public Safety
05-05 PUBLIC SAFETY BUILDING**

Account		FY 22	FY 23	FY 24	FY 24	FY 25	FY 25	FY 25	FY 25
		Actuals	Actuals	Budget	YTDs	Dept. Head	Town Manager	Budget Committee	Select Board
0505-0105	Part Time Wages	1,254	1,705	-	-	-	-	-	-
0505-0501	FICA & Medicare	95	126	-	-	-	-	-	-
0505-1006	Building Supplies	829	1,326	2,800	700	-	-	-	-
0505-1501	Electricity	9,971	13,686	10,000	10,573	12,000	12,000	12,000	-
0505-1505	Heat	7,606	10,349	7,000	4,349	9,000	9,000	9,000	-
0505-1510	Water/Sewer	3,948	4,050	3,700	2,895	3,700	3,700	3,700	-
0505-2030	Building Maintenance	13,892	15,504	10,000	2,778	18,000	18,000	18,000	-
0505-2810	Emergency Operations Center	-	-	500	-	500	500	500	-
0505-3014	Contracted Cleaning Services	-	-	5,000	-	5,000	5,000	5,000	-
0505-NEW	Equipment Maintenance Cont.	-	-	-	-	3,300	3,300	3,300	-
0505-3016	HVAC Maintenance	3,906	3,638	6,000	3,530	8,000	8,000	8,000	-
0505-3525	Equipment Purchases	2,825	-	3,000	38	3,000	3,000	3,000	-
Total Public Safety Building		44,326	50,384	48,000	24,863	62,500	62,500	62,500	-
						30.2%	30.2%	30.2%	-100.0%
<i>Change over FY 24</i>									

- 0505-1006 **Building Cleaning/Custodial Services**
General building supplies and cleaning
- 0505-1501 **Electricity**
Electrical costs for the Public Safety Building
- 0505-1505 **Heat**
Fuel consumption in the Public Safety Building
- 0505-1510 **Water/Sewer**
- 0505-2030 **Building Maintenance**
Includes general upkeep and maintenance
General cleaning and preventive maintenance
- 0505-NEW **Emergency Operations Center**
Funding for training and supplies to support the Emergency Operations Center
(located in the basement of the Congregational Church)
- 0505-NEW **Contracted Cleaning Services**
Annual professional cleaning of PSB floors
- 0505-3016 **Contracted Services/HVAC Maint**
Annual heat/AC/mechanical maintenance agreement, and other repairs as needed
Reduced because the service contract was re-written with Siemens, Inc.
- 0505-3525 **Equipment purchases**
Continuous upgrade/upkeep of physical fitness equipment to be used by Fire & Police personnel to maintain wellness
and fitness required.

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**Public Safety
05-06 Hydrant Assessment**

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
0506-3031 Hydrant Assessment	255,213	256,310	273,000	170,141	277,000	277,000	277,000	
Total Hydrant Rental	255,213	256,310	273,000	170,141	277,000	277,000	277,000	-
					1.5%	1.5%	1.5%	-100.0%

Note: **Hydrant Rental**

With MPUC approval, Maine Water is permitted to add a charge on customers' bills to reflect the incremental capital costs of Maine Water's infrastructure replacement program. Charge (WISC) will be reset to 3.4% on 7/1/2023.

Change over FY 24

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**Public Safety
05-07 Emergency Medical Services (EMS)**

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
0507-0112								
0507-0114								
0507-0501								
0507-0505								
0507-3525								
0507-2805								
Total Emergency Medical Services	-	-	-	-	-	-	-	-

Moved to Fire/EMS Department

Change over FY 24

0507-NEW **First Responder Wages**
Upon successful completion of Basic EMT training/licensing, first responders will be compensated for acting in such capacity responding to emergency calls. Includes pay for 2 people to be on-call for EMS overnight.

0504-0501 **FICA & Medicare**
Required 7.65% employer contribution to Social Security & Medicare

0504-0505 **ICMA/MPERS**
Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 12.8% and for town employees is 9.9%

0507-NEW **First Responder Equipment**
Equipment and supplies necessary for first responders to provide basic life support to patients

0507-2805 **Emergency Medical Services**
North East Mobile Health Services provides emergency medical and transport services to the residents of Camden, Rockport, Lincolnville and Hope.

Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT

Public Safety
05-09 Emergency Operations Center

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
0509-2810 Emergency Operations Center	500	495	-	-	-	-	-	-
Total Emergency Operations Center	500	495	-	-	-	-	-	-

0509-2805 Funding for training and supplies to support the Emergency Operations Center (located in the basement of the Congregational Church)
Appropriation moved to Public Safety Building

Public Safety
05-10 STREET LIGHTS

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
0510-1501 Electricity	13,195	19,017	20,000	8,057	20,000	20,000	20,000	-
0510-2035 Downtown Street Lights	17,635	7,453	15,000	15,290	18,000	18,000	18,000	-
0510-3022 Traffic Signal Maintenance	5,467	-	3,000	-	3,000	3,000	3,000	-
Total Street Lights	36,297	26,470	38,000	23,347	41,000	41,000	41,000	-
					7.9%	7.9%	7.9%	-100.0%

Change over FY 24

- 0510-1501 **Electricity**
Cost of electrical service of street lights.
- 0510-2035 **Downtown Street Lights**
Repairs and maintenance to street lights, outlets and light bulb replacements.
- 0510-3022 **Traffic Signal Maintenance**
Includes quarterly scheduled maintenance and other maintenance as needed

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**Public Works
10-01 PUBLIC WORKS DEPARTMENT/STREETS/SIDEWALKS/DAMS**

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
1001-0101	582,021	625,104	694,400	461,281	688,000	688,000	688,000	
1001-0105	-	-	-	-	5,000	5,000	5,000	
1001-NEW	7,800	15,300	8,400	9,000	30,000	30,000	30,000	
1001-0110	29,888	32,570	32,000	17,751	32,000	32,000	32,000	
1001-0501	46,302	49,902	55,800	36,243	57,800	57,800	57,800	
1001-0505	60,334	47,642	74,750	47,273	74,100	74,100	74,100	
1001-0510	197,648	195,802	244,900	135,470	246,000	246,000	246,000	
1001-0517	2,400	2,400	2,400	1,310	500	500	500	
1001-1001	83	216	500	364	700	700	700	
1001-1006	580	213	1,200	319	1,200	1,200	1,200	
1001-1009	1,880	2,378	2,000	1,846	2,000	2,000	2,000	
1001-1010	6,376	1,355	4,500	928	4,500	4,500	4,500	
1001-1013	3,686	3,593	3,500	3,439	3,500	3,500	3,500	
1001-1014	39,987	46,530	39,000	33,885	40,000	40,000	40,000	
1001-1202	1,223	25	1,000	480	1,000	1,000	1,000	
1001-1205	4,504	3,531	4,000	4,810	4,500	4,500	4,500	
1001-1220	866	-	2,000	-	2,000	2,000	2,000	
1001-1221	83,325	125,213	132,000	74,998	125,000	125,000	125,000	
1001-1501	4,366	4,961	6,000	2,705	7,000	7,000	7,000	
1001-1505	4,598	6,262	5,000	4,054	5,000	5,000	5,000	
1001-1510	1,188	1,132	1,200	760	1,200	1,200	1,200	
1001-1520	2,579	2,637	2,500	1,416	1,200	1,200	1,200	
1001-2025	500	-	500	-	500	500	500	
1001-2030	7,169	6,294	7,000	7,996	13,000	13,000	13,000	
1001-2036	1,200	1,200	-	-	-	-	-	
1001-2037	54,453	47,961	45,000	41,368	47,000	47,000	47,000	
1001-2038	9,593	11,560	10,000	9,918	11,000	11,000	11,000	
1001-3021	755	1,465	1,000	556	1,000	1,000	1,000	
1001-3525	2,218	5,716	7,000	5,028	10,000	10,000	10,000	
1002-2040	61,792	54,703	65,000	27,312	98,500	98,500	98,500	
1002-2041	40,000	16,222	20,000	5,057	35,000	35,000	35,000	
1002-2042	11,696	23,518	61,000	12,953	61,000	61,000	61,000	
1002-2043	12,359	9,212	18,500	9,950	15,000	15,000	15,000	
1002-2049	35,443	27,221	25,000	20,908	25,000	25,000	25,000	
1002-2054	5,507	3,157	6,000	-	40,000	40,000	40,000	
1002-3017	2,245	2,348	5,000	-	3,000	3,000	3,000	
1002-3023	241,892	134,953	370,000	90,346	250,000	250,000	250,000	
1004-1225	64,431	64,452	-	-	-	-	-	
1004-2070	8,131	4,000	10,000	350	10,000	10,000	10,000	
1005-3033	38,345	26,726	39,000	36,919	39,000	39,000	39,000	
1005-3034	2,962	2,325	14,000	4,500	10,000	10,000	10,000	
2008-2050	500	4,278	18,500	3,925	-	-	-	
2008-2051	7	89	6,500	8,100	-	-	-	
2008-2053	-	2,025	12,500	4,010	-	-	-	
Total Public Works	1,682,832	1,616,191	2,058,550	1,127,528	2,001,200	2,001,200	2,001,200	-
					-2.8%	-2.8%	-2.8%	-100.0%

Change over FY 24

- 1001-0101 **Full Time Wages**
PW Director, Engineer (both 50% funded with WW) and 10 full-time employees
- 1001-0105 **Part Time Wages**
Snow removal, downtown street/sidewalk maintenance, trash pick-up, summer/winter coverage
- 1001-NEW **Dam Control Agent**
- 1001-0110 **Overtime**
Cost of responding to storms, winter maintenance, etc. Estimate based on historical trends
- 1001-0501 **FICA & Medicare**
Required 7.65% employer contribution to Social Security & Medicare
- 1001-0505 **ICMA/MPERS**
Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 12.8% and for Town employees is 9.9%
- 1001-0510 **Health Insurance**
Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.
- 1001-0517 **Mileage**
Misc Travel
- 1001-1001 **Office Supplies**
Printer Ink, staples, notebooks, binders, folders, pens and other general office supplies
- 1001-1006 **Supplies (Cleaning & Building)**
Paper products, cleaning supplies
- 1001-1009 **Building Hardware Supplies**
Rakes, shovels, brooms, batteries, flashlights, tools
- 1001-1010 **Signs**
Replacement of stolen/damaged street and traffic signs, installing new signs and posts
- 1001-1013 **Safety Equipment**
Hard hats, gloves, eye & hearing protection, first aid kits, crane inspections, fire extinguisher inspections and replacements, fall protection, & chain saw protection & steel toe work boots, reflective rain jackets and rain pants.

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

- 1001-1014 **Gas/Diesel/Oil**
Fuel for trucks and equipment
Estimate based on 4,500 qals diesel and 5,500 qals gasoline
Includes 4,000 for motor/hydraulic oil

- 1001-1202 **Professional Development**
Periodic training for Public Works staff

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

- 1001-1205 **Uniforms/Clothing Allow**
Stipend for clothing \$250 for 8 employees= \$2000 and \$1600 per year for 2 mechanic's uniforms, plus 2 'CPW' T-shirts and a ball cap
- 1001-1220 **Traffic Control Devices**
Work area signs, Cross Walk signs, traffic cones & barricades.
- 1001-1221 **Winter Salt & Sand**
PW plows, sand/salts approximately 58 miles of Town & State roads and 12 miles of sidewalks
1,300 tons salt (predicted to be \$76/ton); 1,300 cy sand (predicted to be \$18.50/cy); Magnesium flakes (sidewalks)
- 1001-1501 **Electricity**
Electricity for the Public Works facility
- 1001-1505 **Heat**
Heating fuel for Public Works facility
- 1001-1510 **Water/Sewer**
Utility costs for the Public Works facility
- 1001-1520 **Communications**
Telephone and two cell phone stipends
- 1001-2025 **Radios**
Radio repair and purchase
- 1001-2030 **Buildings Maintenance**
Includes: Maintenance of buildings, plumbing/electrical repair
Fire extinguisher hydro test replace/refill
Boiler maintenance & repairs
Weekly office cleaning
- 1001-2037 **Fleet Maintenance**
Tires/brakes and all repair parts, welding supplies
The increase is attributed to the increase cost of parts and tires
- 1001-2038 **Plow Maintenance**
An increase due to a rise in the cost of cutting edges, steel, bolts and bed chains
- 1001-3021 **Drug Testing**
Random drug/alcohol testing, pre-employment testing
Annual hearing tests
- 1001-3525 **Small Department Equipment**
Sand and salt sidewalk material spreader, \$6,500
Miscellaneous construction equipment
- 1002-2040 **Street Maintenance**
The Town maintains 40 miles of roadways. This account funds:
Road repairs & cold patch \$2,200
Paint striping contractor/crosswalks \$55,000 + \$3,744.80 for edge lines = \$58,745
Erosion control \$2,250
Gravel, stone, riprap and loam (approx. 1,500 cy @ 23.50/cy = \$35,250)
* Note 1,250 cy is for replacement of the Gould St storm water collection system)
* Note total = \$98,445 - \$33,714 Gould St = \$64,741
- 1002-2041 **Sidewalks**
The Town has 12 miles of sidewalk to maintain
This account funds sidewalk repairs and an estimate to replace 1,000 ft of sidewalk on Gould St.
- 1002-2042 **Storm Sewers**
Miscellaneous repairs, replace driveway & cross culverts, catch basin
repair & replacement frames. This also now included cleaning 718 catch basins and some lines.
- 1002-2054 **Culverts & Basins**
Replacement of driveway and cross culverts and catch basins, frames/covers
Additionally this estimate includes pipe \$23,000 and catch basins \$14,400 for Gould St.
- 1002-2043 **Trash Disposal**
Trash pickup for downtown, all parks, Public Safety, Town Offices
and roadside dumping. Trash bags, trash container maintenance
- 1002-2049 **Rental Equipment** examples:
Wheel loader rental (winter)
Truck rental for hauling snow
- 1002-3017 **Engineering**
Professional services as needed for sidewalks, drainage projects, roads, bridges
- 1002-3023 **Street Paving**
Overlays and grinding, crack sealing, repairs according to condition/need assessment
- 1004-1225 **Parking Lot Lease**
Winter maintenance of leased parking spaces at the ~~Church of Christ Scientist Church on Central St.~~ and the Knox Mill
Lease/Purchase of Knowlton Street and Knox Mill Parking Lots - To be off-set with Downtown TIF revenue
- 1004-2070 **Parking Lot Maintenance**
Funds repairs, landscaping, striping and maintenance at Town parking lots
- 1005-3033 **Tree Maintenance**
Tree cabling, pruning and removal of dead and potentially dangerous trees
- 1005-3034 **Shade Tree Planting**
The Town has historically funded a portion of the cost for residents to plant new or replacement shade trees.
The Town has taken on the tree planting and this budget amount accounts for the planting of 30 new trees
- 2008-2050 **Mequonticook Dams**
This account funds the inspections and repairs of the East and West Mequonticook dams
Camden and Lincolnville share in maintenance and repair costs: Camden: 67% and Lincolnville: 33%

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

Dam Control Agent \$2,100/yr/dam + FICA/Me	-	-
Wages for labor to remove debris from gate, shovel access, repair misc. small	-	-
Inspect East Dam gate tunnel estimate	-	-
<u>Comprehensive underwater inspection</u>	-	-

2008-2051 **Montgomery Dam**
 This account funds annual inspections and repairs.
 Independent Engineer inspection -
 Dam Control Stipend + FICA/Medicare -
 Miscellaneous Repairs -
Wages for labor to remove debris from gate, shovel access, repair misc. small -

2008-2053 **Seabright Dam**
 Beginning with FY18, costs for inspections and repairs, which were previously covered by the Seabright Hydro Fund are budgeted here.
 Dam Control Agent stipend + FICA Medicare -
 Comprehensive underwater inspection -
 Misc Repairs (e.g. Add Riprap) -
Wages for labor to remove debris from gate, shovel access, repair misc. small -

Public Works

10-01 PUBLIC WORKS DEPARTMENT EXPENSES

EXPENSES		ASSOCIATED REVENUES	
Account	FY 25 Town Manager	Account	FY 25 Town Manager
1001-0101 Full Time Wages	688,000	90-05-04 Local Road Assistance	65,000
1001-0105 Part Time Wages	5,000	90-40-01 Loan Proceeds-PW Trucks	146,000
1001-NEW Dam Control Agent	30,000		
1001-0110 Overtime	32,000		
1001-0501 FICA & Medicare	57,800		
1001-0505 ICMA/MPERS	74,100		
1001-0510 Health Insurance	246,000		
1001-0517 Travel Stipend	500		
1001-1001 Office Supplies	700		
1001-1006 Supplies (Cleaning & Bldg)	1,200		
1001-1009 Bldg Hardware Supplies	2,000		
1001-1010 Signs	4,500		
1001-1013 Safety Equipment	3,500		
1001-1014 Gas/Diesel/Oil	40,000		
1001-1016 Downtown Signs	-		
1001-1202 Professional Development	1,000		
1001-1205 Uniforms/Clothing Allowance	4,500		
1001-1220 Traffic Control Devices	2,000		
1001-1221 Winter Salt & Sand	125,000		
1001-1501 Electricity	7,000		
1001-1505 Heat	5,000		
1001-1510 Water/Sewer	1,200		
1001-1520 Communications	1,200		
1001-2025 Radios	500		
1001-2030 Building Maintenance	13,000		
1001-2037 Fleet Maintenance	47,000		
1001-2038 Plow Maintenance	11,000		
1001-3021 Drug Testing	1,000		
1001-3525 Small Dept Equipment	10,000		
1002-2040 Street Maintenance	98,500		
1002-2041 Sidewalks	35,000		
1002-2042 Storm Drains	61,000		
1002-2043 Trash Disposal	15,000		
1002-2049 Rental Equipment	25,000		
1002-2054 Culverts & Basins	40,000		
1002-3017 Engineering	3,000		
1002-3023 Street Paving	250,000		
1004-2070 Parking Lot Maintenance	10,000		
1005-3033 Tree Maintenance	39,000		

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**Community Services
20-01 COMMUNITY SERVICES**

Account		FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
2001-2840	American Legion (Memorial Day)	2,500	3,000	4,000	4,000	4,000	4,000	4,000	
2001-2845	Camden Garden Club	3,000	4,000	4,000	4,000	4,000	4,000	-	
2001-2841	Camden-Rockport Historical	4,000	4,000	4,000	4,000	4,000	4,000	4,000	
2001-2843	Merryspring, Inc.	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
2001-2844	PenBay YMCA Teen Center	-	-	-	-	-	-	-	
2001-NEW	Community Liaison Support	-	-	-	-	55,000	55,000	55,000	
2001-2817	Megunticook Watershed Associatic	-	6,500	6,500	6,500	7,000	6,500	6,500	
2001-NEW	Curtis Island Foundation	-	-	-	-	20,000	-	4,000	
Total Community Services		10,500	18,500	19,500	19,500	95,000	74,500	74,500	-
						387.2%	282.1%	282.1%	-100.0%
						<i>Change over FY 24</i>			

The requests are presented as submitted

**Culture & Recreation
20-02 Camden Public Library**

Account		FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
2002-2801	Camden Public Library	493,000	523,000	555,000	370,000	585,000	585,000	585,000	
Total Camden Public Library		493,000	523,000	555,000	370,000	585,000	585,000	585,000	-
						5.4%	5.4%	5.4%	-100.0%
						<i>Change over FY 24</i>			

Annual funding in support of the Camden Public Library

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**Culture & Recreation
20- 02 Camden Public Library**

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
2002-2801 Camden Public Library	493,000	523,000	555,000	370,000	585,000	585,000	585,000	
Total Camden Public Library	493,000	523,000	555,000	370,000	585,000	585,000	585,000	-
					5.4%	5.4%	5.4%	-100.0%

Change over FY 24

Annual funding in support of the Camden Public Library



Camden Public Library
55 Main Street
Camden, Maine 04843

Phone: 207-236-3440
Fax: 207-236-6673
www.librarycamden.org

TO: Budget Committee and Select Board

FROM: Nikki Maounis, Library Executive Director

DATE: February 2, 2024

RE: Library Budget Overview

Over the years, the Town has funded us at just under the 50% level. The second half of what is needed to sustain the Library, Harbor Park, and Amphitheatre, is earned by library trustees, volunteers, and staff. That 50% doesn't come easily - it comes from donations, business support, grants, book sales, wedding and grounds use fees, art sales, photocopies, endowment, and anything else we can think of to add to the mix. In addition, many of our capital needs have been funded over the years with private donations and grants to support specific projects.

Library Income



■ Library ■ Town

At the library we strongly believe in Return on Community. In the last year, for every dollar of Town funding, we matched it at a level of \$1.04 in private funding. As mentioned, our private funding consists of grants, fees, endowment funds and numerous small donations from many individuals. We can't help but emphasize what a great value we are to the taxpayer. We believe the Camden Public Library, perhaps more than any other institution in town, is an anchor for the community - which is why we use those words in our mission statement.

More than 80% of Camden's residents have a library card and use the library. It is also our privilege to help maintain Harbor Park and the National Historic Landmark Amphitheatre. Both parks continue to play a huge part in ensuring the quality of life for our community.

Books are still being checked out, with nearly half of what we check out as e-books or other streaming products. Miss Amy is still encouraging young readers; seniors are still receiving homebound delivery; and businesspeople are utilizing our high-speed WiFi. Curbside pick-up remains popular at about 1,000 items per month. All in all, our Five-Star library remains a constant for our community - an anchor that reliably serves in a time of so much change.

We are facing a few funding challenges this coming fiscal year due to increases in utility and health insurance costs and ensuring that valuable staff members remain with us. Our budget request of \$585,000, a 5% increase over last year, reflects those needs. We hope for your support.

Camden Public Library Budget - July 2024-June 2025						FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
		July 2020 - June 2021 Actual	July 2021 - June 2022 Actual	July 2022 - June 2023 Actual	Current Year As Budgeted	Proposed				
Development Income / Special Funds										
4002 Donations /Business Support/Unrestricted Grants		185,960	243,010	213,707	190,000	215,000				
4004 Stock the Shelves		3,257	5,444	6,795	5,000	6,500				
Camden on Canvas				8,334	50,000	50,000				
Campaign for the Future Income		56,250	68,750	75,000	75,000	75,000				
TOTAL DEVELOPMENT INCOME / SPECIAL FUNDS		245,467	317,204	303,836	320,000	346,500				
Program and Event Income										
4020 Event Revenue		2,365	2,597	5,066	5,000	5,000				
4022F Harbor Arts & Books Revenue (Fall show)		-	0	7,800	10,000	14,000				
4022S Harbor Arts & Books Revenue (Summer show)		-	0	16,350	18,000	22,000				
4030 Meeting Room Rental Fees		-	0	575	1,000	1,000				
TOTAL PROGRAM AND EVENT INCOME		2,365	2,597	29,791	34,000	42,000				
REGULAR INCOME										
4260 - Book Sales		21,470	46,076	38,916	37,000	31,000				
4265 History of Camden book sales		680	1,120	1,490	1,000	1,500				
4320 Fines Collected		27	0	0	-	-				
4325 Library Card Fees		13,122	12,640	13,310	14,000	14,000				
4340 History Center Income		218	905	324	250	250				
4360 Art Work Sales - Net Profit		304	1,852	560	1,000	2,000				
4420 - Misc. Income-Other		1,877	2,735	106	200	200				
4490 - Photo Copier Income		1,163	1,801	2,463	2,500	3,000				
4580 Miscellaneous Sales		65	19	36	75	75				
4620 - Town of Camden		493,000	493,000	523,000	555,000	585,000				
TOTAL REGULAR INCOME		531,926	560,148	580,205	611,025	637,025				
OTHER INCOME (Trusts, etc.)										
5140 Interest Income		1,407	1,574	1,537	1,400	1,600				
5160 - CPL Maintenance Fund		31,576	32,444	34,143	34,020	35,220				
5160 - Curtis Trust		18,780	19,244	20,175	20,124	20,664				
5170 - Centennial Fund		42,430	49,515	58,148	53,800	53,800				
5180 - Westerfield Trust		7,425	8,850	6,475	8,500	6,900				
5190 - Wyatt Trust		14,120	13,323	12,607	13,000	12,600				
5196 - History Center Fund		10,000	15,025	10,000	-	-				
5215 - Winterfest Income		-	2,428	3,083	2,500	3,000				
5240 - Amphitheatre Rental		10,100	20,200	29,200	32,700	20,700				
TOTAL OTHER INCOME		135,838	162,603	175,368	166,044	154,384				

Camden Public Library Budget - July 2024-June 2025					
	FY 2021 July 2020 - June 2021 Actual	FY 2022 July 2021 - June 2022 Actual	FY 2023 July 2022 - June Actual	FY 2024 Current Year As Budgeted	FY 2025 Proposed
Total Income	915,596	1,042,552	1,089,200	1,131,069	1,179,909
OPERATING EXPENSES					
6010 - Advertising, PR	-	0	0	500	-
6060 - Book Sale Expenses		923	3,386	3,500	3,700
6070 - Children's Room Expenses	357	636	159	2,000	2,000
6085 Computers	21,004	17,350	22,641	21,000	21,000
6095 - Conference/Membership/Staff Dev	1,588	1,023	1,703	2,500	2,500
6115 Director's and Officers Liability	2,298	2,298	2,486	2,300	2,500
6120 Liability Insurance - Other	10,671	11,121	11,780	11,500	11,800
6125 Workers Comp	1,238	1,395	1,242	1,500	1,500
6130 Other - Bond	159	137	137	200	200
6140 - Minerva Expenses	4,000	4,000	4,000	4,400	4,600
6150 Merchant/CC Fees	1,679	2,147	1,282	2,400	2,000
6160 Miscellaneous Expenses	480	726	2,378	1,000	500
6190 - Office Supplies	13,189	13,431	13,586	15,000	15,000
6255 - Photo Copier Expense	6,449	6,423	7,294	7,500	7,500
6265 - Postage and Shipping	2,060	1,873	2,092	2,200	2,000
6275 Bookkeeping/Accounting	14,527	14,852	15,002	16,800	16,800
6280 Financial Audit/Review	5,900	5,900	11,300	6,000	6,500
6285 Human Resources Consultant	4,306	3,375	2,677	3,000	3,000
TOTAL OPERATION EXPENSES	89,905	87,610	103,145	103,300	103,100
BOOKS/AV/MAGAZINES/NEWSPAPERS					
6401 Books/AV	62,630	71,160	69,391	65,000	65,000
6405 Newspapers/Magazines	2,909	3,339	4,303	4,000	4,000
6410 Lost Book Income	(1,872)	-1,315	-1,479	(1,800)	(1,800)
TOTAL BOOKS/AV/MAGAZINES/NEWSPAPERS	63,667	73,184	72,215	67,200	67,200
BUILDING NEEDS					
6455 - Maintenance	43,822	26,842	19,055	27,000	27,000
Siemens project payment to Town		13,250	13,250	13,250	13,250
6457 - Facility Reserve (Bd Designated)	10,000	10,000	8,000		
6460 Janitorial Services	21,600	21,600	21,600	21,600	24,000
6505 - Electric	13,881	18,672	22,493	24,000	31,500
6510 - HVAC	6,239	586	12,435	9,500	12,500
6515 - Heat - Fuel - unknown cost per gallon as yet	10,415	14,933	15,297	17,000	15,900
6520 - Telephone	4,956	5,468	5,630	5,700	5,750
6525 Security System Maint and Monitoring	960	987	996	1,100	1,000
6540 Sewer	293	517	886	1,500	2,350
6545 Water	421	523	610	1,000	1,000
6550 Water Fire Protection	1,078	1,194	1,197	1,200	1,200
TOTAL BUILDING NEEDS	113,665	114,572	121,449	122,850	134,850

Camden Public Library Budget - July 2024-June 2025		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
		July 2020 - June 2021 Actual	July 2021 - June 2022 Actual	July 2022 - June 2023 Actual	Current Year As Budgeted	Proposed
DEVELOPMENT & PROGRAM						
6600 · Annual Fund Drive/Fund Raising Events Exp		1,457	2,101	1,844	2,500	2,500
6650 Millay Society Expenses		1,454	0	0	1,500	-
6655 Bench Expenses		256	0	0	-	-
6660 Program Expenses		2,632	3,368	3,870	10,000	6,000
6662 Harbor Arts & Books Exps. (Fall)		910	1,459	2,403	3,000	4,500
Harbor Arts & Books Exps. (Summer)		-	0	4,520	5,000	4,500
TOTAL DEVELOPMENT & PROGRAM		6,709	6,928	12,637	22,000	17,500
PAYROLL & BENEFITS						
6700 · Library Staff		464,497	552,225	561,280	604,565	622,405
PTO reserve offset/Unemployment Compensation				12,227		
6719 · Payroll Tax Expense		35,065	41,275	42,855	46,000	48,500
6735 Health Insurance Premiums		51,820	58,438	61,234	70,000	93,000
6738 Deductible Reserve/sick leave payout		7,400	7,400	2,400	1,200	2,400
6740 Health Ins-Administration		1,465	1,410	1,929	2,000	2,000
6745 · Life Insurance		1,671	1,939	1,963	2,000	2,000
6750 · Retirement Plan		21,835	26,798	24,022	27,000	24,000
TOTAL PAYROLL & BENEFITS		583,753	689,485	707,910	752,765	794,305
HARBOR PK & AMPHITHEATER EXPS						
6805 · Mowing, etc.-P&R Dept.		6,500	6,500	6,500	6,500	6,500
6810 · Parks Maintenance		12,270	23,588	17,294	20,000	20,000
6815 · Library Gardens		4,702	3,633	3,217	5,000	5,000
6820 · Electricity/Water-Grounds		204	0	236	-	-
6830 · Events Expense		1,175	3,087	3,015	3,200	3,200
6833 Winterfest expenses		569	973	1,348	1,850	1,850
6840 · Directorship-HP&A		23,320	25,440	26,140	26,204	26,204
6870 · Other Expenses-HP&A		0	0	6,126	200	200
TOTAL HARBOR PK & AMPHITHEATER EXPS.		48,740	63,221	63,876	62,954	62,954
TOTAL EXPENSES		906,439	1,035,000	1,081,232	1,131,069	1,179,909
GRAND TOTAL		\$9,157	\$7,552	\$7,968	\$	\$

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**Culture & Recreation
20-03 HARBOR**

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
2003-0101 Full Time Waqes	62,132	76,398	85,600	55,937	91,000	91,000	91,000	
2003-0105 Part Time Waqes	14,520	17,861	25,700	11,047	26,000	26,000	26,000	
2003-0110 Overtime	-	-	1,000	-	1,000	1,000	1,000	
2003-0130 Harbor Clerk	22,074	17,772	27,100	21,103	35,000	35,000	35,000	
2003-0137 Pump-Out Boat Operations	28,232	13,694	32,000	16,448	37,000	37,000	37,000	
2003-0138 Public Landng Restrooms	-	-	37,200	20,753	30,000	30,000	30,000	
2003-0501 FICA & Medicare	9,182	9,819	16,300	9,101	17,000	17,000	17,000	
2003-0505 ICMA/MPERS	9,346	7,211	12,900	6,558	13,500	13,500	13,500	
2003-0510 Health Insurance	31,040	27,805	37,000	19,460	34,500	34,500	34,500	
2003-1001 Office Supplies	119	786	600	431	600	600	600	
2003-1004 Advertisement & Recruiting	-	467	1,000	268	500	500	500	
2003-1014 Gas/Diesel/Oil	152	1,064	800	410	800	800	800	
2003-1202 Professional Development	1,012	994	1,800	-	1,800	1,800	1,800	
2003-1205 Uniforms/Clothing	521	914	1,200	155	1,200	1,200	1,200	
2003-1206 Submerged Lands Lease	11,757	11,707	12,500	8,987	12,500	12,500	12,500	
2003-1501 Electricity	2,314	3,791	3,000	4,204	6,000	6,000	6,000	
2003-1510 Water/Sewer	875	951	1,000	696	1,000	1,000	1,000	
2003-1520 Communications	1,509	1,360	1,800	739	1,800	1,800	1,800	
2003-2001 General Maintenance	9,977	3,502	11,000	3,050	11,000	11,000	11,000	
2003-2020 Equipment Maintenance	16,351	13,268	15,400	11,334	16,000	16,000	16,000	
2003-2025 Radios	-	-	200	-	200	200	200	
2003-2045 Curtis Island Lighthouse	-	1,000	500	-	500	500	500	
2003-2047 Public Landng Restrooms Maint	-	-	8,500	9,257	10,000	10,000	10,000	
2003-2507 Boat Insurance	4,562	4,691	4,800	3,465	4,800	4,800	4,800	
2003-3043 Trash Removal	-	-	-	-	500	500	500	
2003-3520 Harbor Management Software	1,375	1,640	5,000	1,320	5,000	5,000	5,000	
Total Harbor & Landing	227,050	216,695	343,900	204,723	359,200	359,200	359,200	-
					4.4%	4.4%	4.4%	-100.0%

Change over FY 24

- 2003-0101 **Full Time Waqes**
Harbormaster salary for summer season and winter position
- 2003-0105 **Part Time Waqes**
Deputy Harbormaster generally for 17 weeks @ 20 hrs/week during summer season
Jr Deputy Harbormaster for 16 weeks @ 16 hours/week during peak season
Harbormaster office receptionist for 8 weeks @ 20 hours/week during peak season & 9 weeks @ 12 hours/week
- 2003-0130 **Harbor Clerk**
This funds administrative/accounting support provided by Town Office staff.
- 2003-0137 **Pump-out Boat Personnel**
Operator salary (40 hrs/wk x 10 hrs/wk OT)
- 2003-0501 **FICA & Medicare**
Required 7.65% employer contribution to Social Security & Medicare
- 2003-0505 **ICMA/MPERS**
Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 12.8% and for Town employees is 9.9%
- 2003-0510 **Health Insurance**
Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.
- 2003-1001 **Office Supplies**
General office and department supplies
- 2003-1004 **Advertisement & Recruitment**
Any advertising to the public; ex: Dinghy removal dates
- 2003-1014 **Gas/Diesel/Oil**
All fuel for the "Welcome", Boston Whaler and the Alcar 21
- 2003-1202 **Professional Development**
Maine Harbormaster's Association classes, Homeland Security training, etc.
- 2003-1205 **Uniforms/Clothing**
Harbormaster and Deputy Harbormaster's uniforms
- 2003-1206 **Submerged Lands Lease**
Newly assessed annual fee for submerged lands lease with the State.
- 2003-1501 **Electricity**
Electricity to run office, transient dockage shore power and fishermen.
Increase in electricity due to transient use is offset with increased dockage fees.
Also pays for hot dog stand electricity. (Hot dog stand pays annual fee of \$2,200 to offset cost)

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

- 2003-1510 **Water/Sewer**
Water for three dock systems: Daysailer, public/windjammer and fishermen
- 2003-1520 **Communications**
Office phone and cell phone
- 2003-2001 **General maintenance & repairs**
Cleaning supplies, screws, nonskid tape for ramp treads, pot wharf, shackles, chains, PT lumber for wharf, etc.
- 2003-2020 **Equipment Maintenance**
Boat hooks, bilge pumps, PFD's, electrical equipment, running lights, etc.
- 2003-2025 **Radios**
VHF radios for office and vessels and replacement batteries
- 2003-2045 **Curtis Island Lighthouse**
Funding for maintenance and repairs, and reserve fund for future capital improvements
- 2003-2046 **Pump-Out Boat Operations**
Fuel, miscellaneous supplies and winter maintenance
pump out boat insurance
90% total of cost of pumpout boat is reimbursed by the State and is shown as a general
Dock based pump out facility
- 2003-2507 **Boat Insurance**
Insurance for the "Welcome", Boston Whaler and the Alcar 21
- 2003-3043 **Trash Removal**
Seasonal dumpster at Public Landing for non-commercial trash
- 2003-3520 **Harbor Management Software**
Otter harbor mooring mapping and data, and communications with mainframe computer hub

**Culture and Recreation
20-03 HARBOR & LANDING**

EXPENSES		ASSOCIATED REVENUES	
	FY 25 Town Manager	Account	FY 25 Town Manager
2003-0101	91,000	Full Time Wages	
2003-0105	26,000	Part Time Wages	10,000
2003-0110	1,000	Overtime	122,500
2003-0130	35,000	Harbor Clerk	4,000
2003-0137	37,000	Pump-Out Boat Operations	95,000
2003-NEW	30,000	Public Landing Restrooms	53,200
2003-0501	17,000	FICA & Medicare	82,300
2003-0505	13,500	ICMA/MPERS	-
2003-0510	34,500	Health Insurance	22,000
2003-1001	600	Office Supplies	20,300
2003-1004	500	Advertisement & Recruiting	22,500
2003-1014	800	Gas/Diesel/Oil	4,900
2003-1202	1,800	Professional Development	1,000
2003-1205	1,200	Uniforms/Clothing	1,000
2003-1206	12,500	Submerged Lands Lease	25,000
2003-1501	6,000	Electricity	150,000
2003-1510	1,000	Water/Sewer	
2003-1520	1,800	Communications	
2003-2001	11,000	General Maintenance	
2003-2020	16,000	Equipment Maintenance	
2003-2025	200	Radios	
2003-2045	500	Curtis Island Lighthouse	
2003-NEW	10,000	Public Lndng Restrooms Maint	
2003-2507	4,800	Boat Insurance	
2003-3043	500	Trash Removal	
2003-3520	5,000	Harbor Management Software	
Subtotal Harbor & Landing	359,200		
CAPITAL IMPROVEMENT APPROPRIATIONS			
3004-4458	150,000	Harbor Float Replacement	
Total Harbor & Landing	509,200		
Total Harbor & Landing			613,700

DEPARTMENT NET EXPENSE: (\$104,500)

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**Culture & Recreation
20-04 PARKS & RECREATION**

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
2004-0101 Full Time Admin Wages	67,541	69,294	77,000	50,300	80,400	80,400	80,400	
2005-0101 Full Time Parks Wages	139,813	180,170	209,700	125,498	304,400	304,400	304,400	
2005-0105 Part Time Wages	11,105	15,452	10,000	14,066	-	-	-	
2004-0135 Program Wages	6,865	10,495	15,000	10,094	12,000	12,000	12,000	
2005-0138 Public Landinq Rstrm Wages	-	36,951	-	-	-	-	-	
2004-0501 FICA & Medicare	19,407	23,654	26,400	15,530	30,400	30,400	30,400	
2004-0505 ICMA/MPERS	19,592	12,128	32,000	16,070	38,100	38,100	38,100	
2004-0510 Health Insurance	69,549	63,499	74,300	39,268	105,400	105,400	105,400	
2004-1001 Office Supplies	1,170	1,287	1,500	888	1,500	1,500	1,500	
2005-1010 Signs	3,451	7,040	2,000	-	2,000	2,000	2,000	
2004-1013 Safety Equipment	220	362	600	-	600	600	600	
2005-1014 Gas/Diesel/Oil	8,162	6,360	6,000	2,293	6,000	6,000	6,000	
2004-1201 Mileage	398	233	400	105	400	400	400	
2005-1205 Uniforms/Clothing Allow	2,354	2,200	2,250	2,660	2,500	2,500	2,500	
2005-1273 Maintenance Shop-Tools/Supplies	937	465	1,000	14	500	500	500	
2004-1227 Program Expenses	5,064	4,714	4,500	3,015	4,500	4,500	4,500	
2004-1228 Water Quality Monitoring	245	210	300	175	-	-	-	
2004-1229 Lodge Expenses	832	977	1,000	-	1,000	1,000	1,000	
2004-1501 Electricity	7,283	14,381	7,500	20,204	25,000	25,000	25,000	
2004-1505 Heat	1,769	5,297	700	844	1,100	1,100	1,100	
2005-1510 Water/Sewer	2,068	2,240	2,500	1,294	2,500	2,500	2,500	
2004-1520 Communications	2,915	4,328	3,000	2,781	4,000	4,000	4,000	
2004-2015 Grounds Maintenance	18,796	10,763	9,000	8,933	10,000	10,000	10,000	
2004-2030 Building Maintenance	12,799	12,360	8,000	8,147	10,000	10,000	10,000	
2005-2020 Equipment Maintenance	22,835	13,964	20,000	14,431	20,000	20,000	20,000	
2005-2047 Public Landinq Restrooms Maint	9,291	8,623	-	-	-	-	-	
2005-2044 Rockport Tax	307	239	300	338	400	400	400	
2005-3032 Trash Removal	5,671	8,040	5,000	3,729	5,500	5,500	5,500	
2005-3189 Porta Potty Rentals	9,143	11,123	9,000	5,371	9,000	9,000	9,000	
2005-2033 Skate Park Maintenance	4,000	-	4,000	-	-	-	-	
2004-2802 Lake Steward	6,100	-	-	-	-	-	-	
2004-3012 Organization Dues	-	220	200	220	250	250	250	
2004-3035 Security Services	381	129	750	258	750	750	750	
2005-3525 Small Dept Equipment	26	146	500	258	500	500	500	
2004-3038 Summer Program Contract	10,810	15,725	16,500	23,488	25,000	25,000	25,000	
2004-NEW Snow Bowl Operational Subsidy	-	-	-	-	-	150,000	150,000	
Total Recreation	470,899	543,069	550,900	370,272	703,700	853,700	853,700	-
					27.7%	55.0%	55.0%	-100.0%
						<i>Change over FY 24</i>		
2004-0101 Full Time Admin Wages								
	Wages for 2 full-time employees 26 weeks per year. 1 Director, 1 Admin Asst.							
2005-0101 Full Time Parks Wages								
	Wages for 10 full-time employees 30 weeks per year.							
2004-0135 Program Wages								
	Bus driver wages for summer recreation program, reimbursed by YMCA							
2004-0501 FICA & Medicare								
	Required 7.65% employer contribution to Social Security & Medicare							
2004-0505 ICMA/MPERS								
	Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 12.8% and for Town employees is 9.9%							
2004-0510 Health Insurance								
	Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.							
2004-1001 Office Supplies								
	General office supplies							
2005-1010 Signs								
	Trail kiosk, maps, trail signs, various park signs							
2004-1013 Safety Equipment								
	First Aid kit resupply; ergonomic office equipment. Steel toed boots and other PPE, safety inspection recommendations.							
2005-1014 Gas/Diesel/Oil								
	Trucks, tractor, ATVs, mowers, chain saws							
2004-1201 Mileage								
	Mileage reimbursement when staff uses personal vehicles for work purposes							
2005-1205 Uniforms/Clothing Allowance								
	\$250 for FT staff; \$125 for summer seasonal staff.							
2005-1273 Maintenance Shop								
	Misc tools and supplies							
2004-1227 Program Expenses								
	Includes mountain bike events, running races, scuttle (obstacle race), summer rec. supplies and park brochures							
2004-1228 Water Quality Monitoring								
	Quarterly lodge water testing and registration Includes funding for Megunticook Watershed Association to conduct water quality monitoring at 5 locations on the lake & river							

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

2004-1229 **Lodge Expenses**
Cleaning & bathroom supplies

2004-1501 **Electricity**
Lodge expense April - October.

2005-1505 **Heat**
April - October Maintenance Shop

2005-1510 **Water/Sewer**
Village Green, Public Landing restrooms, Laite Beach

2004-1520 **Communications**
Telephone expense, cell phones April - October

2004-2015 **Grounds Maintenance**
Ball field maintenance contract & misc facility grounds maintenance, including mountain bike trail maintenance and bridges

2004-2030 **Building Maintenance**
Routine building maintenance

2005-2044 **Rockport Tax**
Property tax on small piece of land on Ragged Mountain that is located in Rockport

2005-3032 **Trash Removal**
All trash removal April - October Parks and downtown
Seasonal portable toilets

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

- 2005-1010 **Porta-Potty Rentals**

- 2005-2033 **Skate Park Maintenance**
- 2005-2033 **Organizational Dues**
- 2004-3035 **Security Services**
1/2 Lodge alarm monitoring and maintenance, ie: security cameras and lock changes.
- 2005-3525 **Small Dept Equipment**
Small grounds equipment replacement
- 2004-3038 **Summer Program Contract**
Contract with YMCA to operate Summer Youth Recreation Program
- 2004-NEW **Snow Bowl Operational Subsidy**
To fund yearly operational deficits at the Snow Bowl

**Culture & Recreation
20-06 CAMDEN OPERA HOUSE AUDITORIUM**

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
2010-2811 Camden Opera House	282,144	326,553	231,000	231,000	268,350	268,350	268,350	
Total Camden Opera House	282,144	326,553	231,000	231,000	268,350	268,350	268,350	-
					16.2%	16.2%	16.2%	-100.0%

Change over FY 24

Annual funding in support of the Camden Opera House Auditorium

**Culture and Recreation
20-05 PARKS & RECREATION**

EXPENSES		ASSOCIATED REVENUES	
Account	FY 25 Town Manager	Account	FY 25 Town Manager
2004-0101 Full Time Admin. Wages	80,400	90-15-06 Summer Rec Revenue	13,000
2005-0101 Full Time Parks Wages	304,400	90-15-09 Harbor Park Mowing	6,500
2005-0105 Part Time Wages	-		
2004-0135 Program Wages	12,000		
2004-0501 FICA & Medicare	30,400		
2004-0505 ICMA/MPERS	38,100		
2004-0510 Health Insurance	105,400		
2004-1001 Office Supplies	1,500		
2005-1010 Signs	2,000		
2004-1013 Safety Equipment	600		
2005-1014 Gas/Oil/Diesel	6,000		
2004-1201 Mileage	400		
2005-1205 Uniforms/Clothing Allowance	2,500		
2005-1273 Maint. Shop-Tools/Supplies	500		
2004-1227 Program Expenses	4,500		
2004-1228 Water Quality Monitoring	8,820		
2004-1229 Lodge Expenses	1,000		
2004-1501 Electricity	25,000		
2004-1505 Heat	1,100		
2005-0510 Water/Sewer	2,500		
2004-1520 Communications	4,000		
2004-2015 Grounds Maintenance	10,000		
2004-2030 Building Maintenance	10,000		
2005-2020 Equipment Maintenance	20,000		
2005-2044 Rockport Tax	400		
2005-3032 Trash Removal	5,500		
2005-3189 Porta Potty Rentals	9,000		
2005-2033 Skate Park Maintenance			

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**Culture & Recreation
25-05 CEMETERY MAINTENANCE**

Account		FY 22	FY 23	FY 24	FY 24	FY 25	FY 25	FY 25	FY 25
		Actuals	Actuals	Budget	YTDs	Dept. Head	Town Manager	Budget Committee	Select Board
2505-0101	Full Time Waqes	23,017	24,053	26,100	18,541	41,000	41,000	41,000	-
2505-0105	Part Time Waqes	7,783	7,361	7,200	11,549	-	-	-	-
2505-0501	FICA & Medicare	2,337	2,139	2,800	2,302	3,200	3,200	3,200	-
2505-0505	ICMA/MPERS	2,071	1,344	2,700	3,069	4,000	4,000	4,000	-
2505-0510	Health Insurance	3,389	11,433	8,300	9,219	12,500	12,500	12,500	-
2505-1013	Safety Equipment	-	-	300	-	300	300	300	-
2505-1014	Gas/Diesel/Oil	-	1,039	1,000	679	1,000	1,000	1,000	-
2505-2015	Grounds Maintenance	885	113	1,000	-	1,000	1,000	1,000	-
2505-2020	Equipment	2,092	1,614	1,200	1,314	1,200	1,200	1,200	-
2505-3525	Small Dept Equipment	374	231	500	-	500	500	500	-
Total Cem Maintenance		41,948	49,327	51,100	46,673	64,700	64,700	64,700	-
						26.6%	26.6%	26.6%	-100.0%

NOTE: This budget is funded by the Cemetery Association.

Change over FY 24

- 2505-0101 **Full Time Waqes**
Waqes for 1.5 Parks employees assigned to cemetery maintenance for the season.
- 2505-0105 **Part Time Waqes**
Seasonal employees
- 2505-0501 **FICA & Medicare**
Required 7.65% employer contribution to Social Security & Medicare
- 2505-0505 **ICMA/MPERS**
Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 12.8% and for Town employees is 9.9%
- 2505-0510 **Health Insurance**
Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.
- 2505-1013 **Safety Equipment**
Steel toed boots and other PPE, safety inspection recommendations.
- 2505-1014 **Gas/Diesel/Oil**
Tractors, mowers, weed whackers and leaf blowers
- 2505-2015 **Grounds Maintenance**
Misc. grounds maintenance
- 2505-2020 **Equipment**
Equipment repairs and maintenance & rental
- 2505-3525 **Small Dept Equipment**
Small equipment purchases

CEMETERIES

25-05 Cemetery Maintenance

EXPENSES		ASSOCIATED REVENUES	
Account	FY 25 Town Manager	Account	FY 25 Town Manager
2505-0101 Full Time Wages	41,000	90-15-07 Cemetery Maintenance	64,700
2505-0105 Part Time Wages	-		
2505-0501 FICA & Medicare	3,200		
2505-0505 ICMA/MPERS	4,000		
2505-0510 Health Insurance	12,500		
2505-1013 Safety Equipment	300		
2505-1014 Gas/Diesel/Oil	1,000		
2505-2015 Grounds Maintenance	1,000		
2505-2020 Equipment	1,200		
2505-3525 Small Dept Equipment	500		
Total Cemetery Maintenance	64,700	Total Cemetery Maintenance	64,700

DEPARTMENT NET EXPENSE: \$0

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**Debt/Capital/Contingency
DEBT SERVICE-PRINCIPAL**

Account		FY 22	FY 23	FY 24	FY 24	FY 25	FY 25	FY 25	FY 25
		Actuals	Actuals	Budget	YTDs	Dept. Head	Town Manager	Budget Committee	Select Board
3001-4017	2016 General Obligation Bond	43,000	43,000	43,000	43,000	43,000	43,000	43,000	
3001-4019	2018 Gen. Ob.-Mech St/Dams	27,200	27,200	27,200	27,200	27,200	27,200	27,200	
3001-4023	2018 Seabright Dam	23,000	23,000	23,000	23,000	23,000	23,000	23,000	
3001-4203	2019 Bayview St. Drainage	16,000	16,000	16,000	16,000	16,000	16,000	16,000	
3001-4060	Tannery Demolition	50,354	52,279	54,283	54,272	56,357	56,357	56,357	
3001-4155	Public Safety Building	49,960	49,960	49,960	49,960	-	-	-	
3001-NEW	Ambulance	-	-	-	-	-	-	-	
3001-4223	PW Sidewalk Tractor	13,988	14,571	-	-	-	-	-	
3001-4262	Wastewater Treatment Plant	64,612	-	-	-	-	-	-	
3001-4263	Rawson Ave Pump Station	44,000	44,000	44,000	44,000	44,000	44,000	44,000	
3001-4272	Sea/Mt Battie St Pump Stations ¹	29,700	29,700	29,700	29,700	29,700	29,700	29,700	
3001-4425	RMRA/Snow Bowl Redevelopment ¹	105,300	105,300	105,300	105,300	105,300	105,300	105,300	
3001-4112	SCBA/Compressor/Air Bottles	24,387	24,736	-	-	-	-	-	
3001-4209	Wacker Neuson Loader	18,286	18,870	-	-	-	-	-	
3001-4217	LED Streetlight Conversion	31,792	32,740	33,725	-	-	-	-	
3001-4218	Pearl St. Project IFB	36,000	36,000	36,000	36,000	36,000	36,000	36,000	
3001-4204	West Dam Repairs IFB	10,832	11,110	11,110	11,110	11,110	11,110	11,110	
3001-4245	PW Equipment-Mini Excavator	4,933	5,037	5,143	5,143	5,250	5,250	5,250	
3001-4233	PW 2021 Ford F-550 Plow Truck	11,505	9,529	9,783	9,777	10,048	10,048	10,048	
3001-4235	PW 2021 Ford F-550 Plow Truck	11,506	9,529	9,783	9,777	10,048	10,048	10,048	
3001-NEW	PW 2023 Ford F-350 Truck	-	-	-	-	10,860	10,860	10,860	
3001-4025	Energy Performance Lease	143,550	102,293	104,433	104,433	109,080	109,080	109,080	
3001-4426	Pks/Rec 2021 GMC Plow Truck	-	6,275	6,385	6,374	6,542	6,542	6,542	
3001-4116	FD 2021 Alexis Mini Pumper Truck	-	-	23,056	23,792	21,992	21,992	21,992	
Total Debt Service Principal		759,905	661,129	631,861	598,838	565,487	565,487	565,487	-
						-10.5%	-10.5%	-10.5%	-100.0%

Change over FY 24

Purpose: The Town issues bonds to fund equipment and projects which generally cost in excess of \$100,000 and/or have a useful life of more than 15 years. By borrowing, the Town can spread the costs of the projects and equipment over their useful life which ensures that those are benefiting from them share in the cost. The debt service budget shows the annual payments (principal and interest) due on each bond or loan.

**Debt/Capital/Contingency
DEBT SERVICE-INTEREST**

Account		FY 22	FY 23	FY 24	FY 24	FY 25	FY 25	FY 25	FY 25
		Actuals	Actuals	Budget	YTDs	Dept. Head	Town Manager	Budget Committee	Select Board
3002-4017	2016 General Obligation Bond	4,343	3,674	2,955	1,664	2,178	2,178	2,178	
3002-4019	2018 Gen. Ob.-Mech St/Dams	10,218	9,582	8,914	4,628	8,215	8,215	8,215	
3002-4023	2018 Seabright Dam	4,660	4,107	3,534	1,912	2,941	2,941	2,941	
3002-4203	2019 Bayview St. Drainage	1,086	786	480	318	162	162	162	
3002-4060	Tannery Demolition	10,429	8,504	6,501	6,511	4,427	4,427	4,427	
3002-4155	Public Safety Building	5,313	2,758	256	255	-	-	-	
3002-NEW	Ambulance	-	-	-	-	-	-	-	
3002-4223	PW Sidewalk Tractor	1,188	605	-	-	-	-	-	
3002-4262	Wastewater Treatment Plant	4,133	-	-	-	-	-	-	
3002-4263	Rawson Ave Pump Station	4,279	3,817	3,355	3,355	2,893	2,893	2,893	
3002-4272	Sea/Mt Battie St Pump Stations	11,633	10,742	9,851	5,148	8,960	8,960	8,960	
3002-4425	RMRA/Snow Bowl Redevelopment	41,243	38,084	34,925	18,252	31,766	31,766	31,766	
3002-4209	Wacker Neuson Loader	1,440	804	-	-	-	-	-	
3002-4112	SCBA/Compressor/Air Bottles	1,924	1,079	-	-	-	-	-	
3002-4217	LED Streetlight Conversion	2,944	1,996	1,012	-	-	-	-	
3002-4245	PW Equipment-Mini Excavator	1,015	911	806	804	698	698	698	
3002-4233	PW 2021 Ford F-550 Plow Truck	666	2,642	2,390	2,395	2,125	2,125	2,125	
3002-4235	PW 2021 Ford F-550 Plow Truck	667	2,642	2,390	2,395	2,125	2,125	2,125	
3002-NEW	PW 2023 Ford F-350 Truck	-	-	-	-	2,958	2,958	2,958	
3002-4025	Energy Performance Lease	47,090	44,160	42,096	42,095	39,962	39,962	39,962	
3002-4426	Pks/Rec 2021 GMC Plow Truck	-	1,320	1,210	1,220	1,053	1,053	1,053	
3002-4116	FD 2021 Alexis Mini Pumper Truck	-	-	7,164	6,427	8,227	8,227	8,227	
Total Deb Service Interest		154,271	138,213	127,839	97,379	118,690	118,690	118,690	-
						-7.2%	-7.2%	-7.2%	-100.0%

Change over FY 24

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**Debt/Capital/Contingency
CAPITAL RESERVES (EQUIPMENT & FACILITIES)**

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
3003-4001	Accrued Benefits	20,000	10,000	10,000	10,000	20,000	20,000	20,000
3003-NEW	Paid Family Medical Leave	-	-	-	-	-	10,000	10,000
3003-4002	Opera House Maintenance	80,000	90,000	50,000	50,000	-	10,000	10,000
3003-4005	Information Technology	5,000	-	10,000	10,000	10,000	10,000	10,000
3003-4013	Energy Conservation	-	-	-	-	-	-	-
3003-4110	Fire Equipment	-	-	-	-	-	-	-
3003-4115	Fire Truck	5,000	-	-	-	-	-	-
3003-4101	Police Cruiser	-	-	30,000	30,000	30,000	30,000	30,000
3003-4205	Storm Drains	-	-	50,000	50,000	-	-	-
3003-4211	Parking	-	-	-	-	-	-	-
3003-4501	Cemetery Reserve	-	-	-	-	-	-	-
3003-4431	Library Special Projects Reserve	-	-	-	-	-	-	-
3003-4220	PW Facility Improvements	-	-	-	-	-	-	-
3003-4221	Streets & Sidewalks	-	-	100,000	100,000	-	-	-
3003-4250	Washington Street Sidewalk	100,000	-	-	-	-	-	-
3003-4409	Parks & Open Space	15,000	30,000	-	-	-	-	-
3003-4413	Snow Bowl	-	15,000	100,000	100,000	-	50,000	50,000
3003-4414	Dams	20,000	-	-	-	-	-	-
3003-4242	Montgomery Dam	-	-	30,000	30,000	-	-	-
3003-4412	Harbor Dredging	-	-	-	-	-	-	-
3003-4416	Harbor Projects	-	20,000	40,000	40,000	-	-	-
3003-4435	Harbor Boat	-	-	30,000	30,000	-	-	-
3003-4436	Steamboat Landing Floats	-	-	30,000	30,000	-	-	-
3003-4459	Public Landing	-	-	120,000	120,000	-	-	-
3003-4460	Riverwalk	-	-	-	-	-	-	-
3003-4210	Bridges	100,000	100,000	-	-	-	-	-
3003-4427	Tree Conservation	10,000	5,000	-	-	-	-	-
3003-4432	River/Habitat Restoration	30,000	30,000	40,000	40,000	-	40,000	40,000
3003-4276	John Street	-	500,000	-	-	-	-	-
3003-4055	Revaluation	-	50,000	90,000	90,000	74,000	74,000	74,000
Total Capital Reserves	385,000	850,000	730,000	730,000	134,000	244,000	244,000	-
					-81.6%	-66.6%	-66.6%	-100.0%

Change over FY 24

- 3003-4001 **Accrued Benefits - Current Reserve Balance: \$40,123.00**
This funds cash-out of benefits when employees retire or leave employment with the Town and vacation/comp Time payouts.
- 3003-NEW **Paid Family Medical Leave - Current Reserve Balance: \$0.00**
State mandated 1% contribution (50/50 split between town and employee) to fund the newly enacted Paid Family Medical Leave law.
- 3003-4101 **Police Cruiser Reserve - Current Reserve Balance: \$30,000.00**
Eventual purchase/replacement of the oldest police cruiser in the PD fleet; to include all hardware/software set-up
- 3003-4002 **Opera House Maintenance - Current Reserve Balance: \$48,788.03**
Funds to zero out this reserve after work performed to repoint brickwork and replace copper gutters
- 3003-4005 **Information Technology - Current Reserve Balance: \$15,000.00**
This has historically helped to fund any unanticipated IT hardware/software purchases for all town departments
- 3003-4055 **Revaluation - Current Reserve Balance: \$29,933.50**
Full revaluation by KRT of all town parcels to be completed in FY 2025. Total cost has been quoted at \$220,000.
- 3003-4412 **Harbor Dredging - Current Reserve Balance: \$72,450.00**
This Reserve Fund provides funding for the harbor maintenance dredge which is recommended to be done every 10 years. The last dredge was completed in 2013 at a cost of \$130,000.
- 3003-4413 **Snow Bowl - Current Reserve Balance: 119,972.00**
This Reserve traditionally funded capital equipment and facility expenses at the Snow Bowl. The town ceased funding this reserve in lieu of debt service on RMRA Redevelopment.
- 3003-4414 **Camden Dams - See Balances Below**
Reserve for future dam repairs and maintenance that would be outside the annual appropriation for dams. There are two dam reserves:
1. Camden/Lincolntonville (East & West Dams): Dam Reserve balance \$46,645.00 (Camden money only);
2. Camden Dam Reserves: Reserve balance \$369,138.00
These funds are specifically for the Camden Dam Reserves
- 3003-4409 **Parks & Open Space - Current Reserve Balance: \$75,002.00**
This reserve is used to fund capital equipment and major parks projects.
- 3003-4459 **Public Landing - Current Reserve Balance: \$135,199.00**
Funding for Public Landing improvements including the boardwalk, lighting, bathrooms, showers and other improvements
- 3003-4460 **Riverwalk - Current Reserve Balance: \$15,000.00**
Proposed new fund for construction and land/easement acquisition required for Riverwalk
- 3003-4210 **Bridges - Current Reserve Balance: \$211,252.90**
Building a source of matching funds for a FY22 Municipal Partnership Initiative Grant with Maine DOT for a new pedestrian bridge on Rawson Avenue. Maine DOT has estimated this is a \$500,000 project w/ MDOT to pay 50% and the Town of Camden to pay 50%.
- 3003-4427 **Tree Conservation - Current Reserve Balance: \$265,650.37**
To help address issues that will be caused by Emerald Ash Borer.
Tree protection, removal and remediation activities associated with the Emerald Ash Borer.
- 3003-4432 **River/Habitat Restoration - Current Reserve Balance: \$28,561.00**
Megunticook river/dam system
Will be used as match funding for grants to replace/remove dams, create fish passage up the river and wetland restoration will off-set with use of surplus

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**Debt/Capital/Contingency
CAPITAL IMPROVEMENTS (EQUIPMENT, FACILITIES, INFRASTRUCTURE)**

		FY 22	FY 23	FY 24	FY 24	FY 25	FY 25	FY 25	FY 25
Account		Actuals	Actuals	Budget	YTDs	Dept. Head	Town Manager	Budget Committee	Select Board
3004-4101	Police Cruisers	-	46,386	-	-	-	-	-	-
3004-New	PD Cruiser/Body/Taser Pkg	-	-	-	-	37,500	-	-	-
3004-4155	Public Safety Bldg Repairs	-	-	-	-	20,000	20,000	20,000	-
3004-NEW	Public Safety-Ambulance	-	-	-	-	400,000	400,000	400,000	-
3004-4028	Codes/Planning Vehicle	-	-	35,000	2,852	-	-	-	-
3004-4202	PW Truck (2)	-	-	190,000	78,897	136,000	136,000	136,000	-
3004-NEW	TO Steam Burner Install	-	-	-	-	10,000	-	-	-
3004-NEW	Auditorium HVAC Upgrade	-	-	-	-	-	-	-	-
3004-NEW	TO Building Generator	-	-	-	-	-	-	-	-
3004-4229	PW Sidewalk Plow	-	-	-	-	110,000	110,000	110,000	-
3004-4433	Sea Wall / River Restoration	29,599	-	-	-	-	-	-	-
3004-4458	Harbor Float Replacement	68,970	-	-	-	150,000	150,000	150,000	-
3004-4218	Pearl Street Drainage, Sidewalk Rc	-	20,398	165,000	283,523	-	-	-	-
3004-4116	Fire Dept. Mini Pumper Truck	84,325	-	-	-	-	-	-	-
3004-4106	Fire Dept. Pickup Truck	-	60,000	-	-	-	-	-	-
3004-2045	Curtis Island Painting Projects	-	28,690	55,000	12,431	-	-	-	-
3004-NEW	RMRA Site Law Permitting	-	-	-	-	60,000	60,000	60,000	-
3004-NEW	Snow Bowl Buildings	-	-	-	-	-	150,000	150,000	-
3004-NEW	Snow Groomer	-	-	-	-	-	314,000	314,000	-
Total Capital Improvements		182,894	155,474	445,000	377,703	1,237,500	1,340,000	1,340,000	-
						178.1%	201.1%	201.1%	-100.0%

Change over FY 24

- 3004-4101 **Police Cruisers**
Please refer to the vehicle replacement schedule.

- 3004-NEW **PD Cruiser/Body/Taser Package**
Major Technology upgrade that allows integration of Police cruiser cameras, tasers and implementing body cameras to operate simultaneously
This is year 1 of a 5 year contract

- 3004-NEW **Ambulance**
Purchase of new ambulance for transition to Fire/EMS department

- 3004-4155 **Public Safety Bldg Repairs**
Partial Roof replacement

- 3004-4202 **PW Pickup Trucks**

- 3004-NEW **Town Office Steam Burner**

- 3004-4229 **PW Sidewalk Plow**

- 3004-NEW **RMRA Site Law Permitting**
Required for projects occupying more than 20 acres. Necessary for Round the Mountain trail and other RMRA improvements

**Town of Camden, Maine
FY 25 MUNICIPAL BUDGET
DRAFT**

**Debt/Capital/Contingency
CONTINGENCY**

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Committee	FY 25 Select Board
3010-1299 Miscellaneous	98,391	89,817	40,000	25,171	40,000	40,000	-	-
Total Contingency	98,391	89,817	40,000	25,171	40,000	40,000	-	-
					0.0%	0.0%	-100.0%	-100.0%
					<i>Change over FY 14</i>			

TOWN GENERAL FUND EXPENSE	9,087,855	10,028,647	11,399,305	7,678,300	12,826,158	12,911,115	12,750,483	-
					12.52%	13.26%	11.9%	-100.0%
					<i>Change over FY 24</i>			

TOWN GENERAL FUND REVENUE	4,541,036	4,351,159	4,904,451	2,662,676		5,716,361	-	-
						10.78%	95.3%	-100.0%
					<i>Change over FY 24</i>			

NET TOWN GENERAL FUND BUDGET			6,494,854	5,015,624	-	7,194,754	12,750,483	-
					-100.0%	10.78%	95.3%	-100.0%
					<i>Change over FY 24</i>			

Mid-Coast Solid Waste Corporation

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Assmt	FY 24 YTDs	FY 25 Assmt	FY 25 Assmt	FY 25 Assmt	FY 25 Assmt
4001-5001 MCSWC Assessment	237,298	237,007	234,797	176,098	239,025	239,025	239,025	239,025
TOTAL Mid-Coast Solid Waste Corp.	237,298	237,007	234,797	176,098	239,025	239,025	239,025	239,025
					1.8%	1.8%	1.8%	1.8%
					<i>Change over FY 24</i>			

Total MCSWC Assessments	237,298	237,007	234,797	176,098	239,025	239,025	239,025	239,025
					1.8%	1.8%	1.8%	1.8%
					<i>Change over FY 24</i>			

40-01 Assessments: Education & Knox County

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Assmt	FY 24 YTDs	FY 25 Assmt	FY 25 Assmt	FY 25 Assmt	FY 25 Assmt
4005-5005 MSAD #28	8,764,163	9,121,993	9,735,590	6,584,142				
4005-5006 Five Town CSD	4,133,213	4,153,574	4,337,369	2,891,579				
Total Schools	12,897,376	13,275,567	14,072,959	9,475,721				
4010-5010 Knox County Tax	1,558,483	1,571,388	1,741,094	1,741,094	2,062,017			
Total Assessments	14,455,859	14,846,955	15,814,053	11,216,815	2,062,017			
					-87.0%	-100.0%	-100.0%	-100.0%
					<i>Change over FY 24</i>			

40-15 Overlay

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Assmt	FY 24 YTDs	FY 25 Assmt	FY 25 Assmt	FY 25 Assmt	FY 25 Assmt
4015-5015 Overlay								
Total Overlay								
TOTAL GENERAL FUND & ASSESSMENTS	14,693,157	15,083,962	27,448,155	16,408,537	2,301,042	7,433,779	12,989,508	239,025
					-91.6%	-72.9%	-52.7%	-99.1%
					<i>Change over FY 24</i>			

2024 - 2025
Opera House Auditorium
Budget

OPERA HOUSE - AUDITORIUM

Account	FY 22 Actuals	FY 23 Actuals	FY 24 Budget	FY 24 YTDs	FY 25 Dept. Head	FY 25 Town Manager	FY 25 Budget Comm.	FY 25 Select Board
7601-0101	109,533	139,946	130,600	78,875	157,400	157,400		
7601-0105	37,565	30,656	30,700	19,002	32,000	32,000		
7601-0110	-	-	2,000	22	-	-		
7601-0501	10,286	12,366	12,500	8,698	14,700	14,700		
7601-0505	15,287	12,456	16,700	9,852	19,000	19,000		
7601-0510	40,474	45,651	42,300	22,945	50,500	50,500		
7601-5314	37,664	-	45,000	30,419	45,000	45,000		
7601-0711	18,324	-	75,000	90,320	75,000	75,000		
7601-1001	1,822	1,563	1,500	735	1,500	1,500		
7601-1006	1,709	881	2,500	555	1,000	1,000		
7601-1202	36	100	500	-	300	300		
7601-5343	-	-	3,000	3,000	3,000	3,000		
7601-1916	-	-	5,000	5,000	5,000	5,000		
7601-1901	-	-	6,000	6,000	6,000	6,000		
7601-1209	6,854	12,375	4,000	5,990	10,000	10,000		
7601-1215	13,836	17,466	17,000	7,891	18,000	18,000		
7601-1501	9,883	10,016	8,000	7,322	8,000	8,000		
7601-1505	11,791	13,189	8,500	5,018	8,500	8,500		
7601-1510	1,427	1,510	1,500	953	1,500	1,500		
7601-1520	600	710	500	400	500	500		
7601-3008	-	-	2,200	1,365	2,200	2,200		
7601-2020	-	-	-	-	-	-		
7601-2021	319	829	4,750	336	3,000	3,000		
7601-2022	574	607	750	220	750	750		
7601-2030	5,729	3,759	5,000	5,327	6,000	6,000		
7601-3013	-	-	-	-	-	-		
7601-3014	-	-	26,000	14,810	-	-		
7601-3016	8,022	9,119	7,000	17,469	10,000	10,000		
7601-3026	4,390	8,666	5,000	2,198	5,000	5,000		
7601-3035	1,260	2,390	1,000	612	1,000	1,000		
7601-3525	747	2,195	3,000	2,108	1,500	1,500		
Total OH/Auditorium	338,132	326,450	467,500	347,442	486,350	486,350	-	-
					4.0%	4.0%	-100.0%	-100.0%

Change over FY 24

- 7601-0101 **Full Time Wages**
Three employees: Opera House Manager (100% funded), Tech Director/Facility Manager (75% funded), Custodian (50% funded)
- 7601-0105 **Part Time Wages**
Opera House Admin Assistance/Box Office 25 hrs/wk
- 7601-0110 **Overtime**
For major events/productions requiring additional staffing hours
- 7601-0501 **FICA & Medicare**
Required 7.65% employer contribution to Social Security & Medicare
- 7601-0505 **ICMA/MPERS**
Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 11.8% and for town employees is 9.9%
- 7601-0510 **Health Insurance**
Health Insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.
- 7601-1001 **Office supplies**
Office supplies, printer cartridges, misc. expenses
- 7601-1006 **Supplies (Cleaning & Building)**
Paper goods (toilet tissue, paper towels), light bulbs, cleaning supplies, small hardware items
- 7601-1202 **Professional Development**
Training, workshops, conferences
- 7601-NEW **Summer Theatre Camp**
This is a great program, but expensive to do. We priced it low to make it accessible. These funds would bring us to a break-even point
- 7601-NEW **Jazz in June**
This is a great event for the town and downtown businesses
- 7601-NEW **Summer Sounds**
Extra funds for additional advertising

**2024 - 2025
Opera House Auditorium
Budget**

- 7601-1215 **Marketing**
Event posters, banners, display and radio advertising; newspapers/magazines, websites and social media. Four color brochure design, printing and distribution. This year will also include OHP marketing expenses, which previously fell into OHP restricted numbers. Professional photography for select events.
- 7601-1501 **Electricity**
50% of building costs shared with Town Office Building budget
- 7601-1505 **Heat**
OH 40% share of the total annual costs
- 7601-1510 **Water/Sewer**
OH 50% share with Town Office budget
- 7601-1520 **Communications**
Office phones, box office phone, cell phones
- 7601-2020 **Equipment Maintenance**
General minor repairs, piano repairs, A/V equip maintenance
- 7601-2021 **Sound System Maint**
Repairs and maintenance of sound equipment
- 7601-2022 **Stage Light Maint**
Repairs and maintenance of stage lights and video equipment
- 7601-2030 **Building Maintenance**
Electrical, plumbing, glass, paint, carpentry, repairs and maintenance.
50% shared with Town Offices for shared systems
- 7601-3016 **Heating/HVAC Maintenance**
Includes 50% maintenance agreements and repairs outside of maintenance agreements.
- 7601-3026 **Sprinkler System/Elevator Maintenance**
Includes 50% maintenance/inspection agreements and repairs outside of maintenance agreements on sprinkler system. Inspections of elevator, elevator emergency phone to Knox County dispatch
- 7601-3014 **Cleaning**
Custodial contractors to clean building interior as a replacement for custodian 50% shared with Town Office
- 7601-3035 **Security Services**
50% of maintenance agreement and monitoring services for Northeast Security, plus allowance for repairs. Includes monitoring sprinkler, fire alarms and low heat
- 7601-3525 **Small Equipment**
Theatrical (stage, audio, video equipment) and front of the house supplies and furnishings

2024 - 2025
Opera House Auditorium
Budget

REVENUE SOURCE	FY 22	FY 23	FY 24	FY 24	FY 25	FY 25	FY 25	FY 25
	Actuals	Actuals	Budget	YTDs	Dept. Head	Town Manager	Budget Comm.	Select Board
OPERA HOUSE REVENUES								
98-01-01 Rental Revenue	53,942	91,756	87,000	64,180	90,000	90,000		
98-01-02 Opera House Productions	60,351	131,754	84,500	65,340	88,000	88,000		
98-01-03 TIF Fund Support	-	-	20,000	20,000	20,000	20,000		
NEW Use of PY Fund Balance	-	-	-	-	20,000	20,000		
98-01-04 Production Support	-	-	45,000	-	-	-		
98-01-05 Town Assessment	-	-	231,000	231,000	268,350	268,350		
Total - Opera House Revenue:	114,293	223,510	467,500	380,520	486,350	486,350	-	-

2024 - 2025
Opera House Auditorium
Budget Summary

	FY 22	FY 23	FY 24	FY 24	FY 25	FY 25	FY 25	FY25
	Actuals	Actuals	Budget	YTDs	Dept. Head	Town Manager	Budget Comm.	Select Board
<i>OPERA HOUSE EXPENDITURES</i>								
Auditorium	338,132	326,450	467,500	347,442	486,350	486,350	-	-
Total - OH Auditorium	338,132	326,450	467,500	347,442	486,350	486,350	-	-
<i>OPERA HOUSE REVENUES</i>								
Rental Revenue	53,942	91,756	87,000	64,180	90,000	90,000	-	-
Production Revenue	60,351	131,754	84,500	65,340	88,000	88,000	-	-
TIF Fund Support	-	-	20,000	20,000	20,000	20,000	-	-
Use of PY Fund Balance	-	-	-	-	20,000	20,000	-	-
Production Support	-	-	45,000	-	-	-	-	-
Town Assessment	-	-	231,000	231,000	268,350	268,350	-	-
Total OH Revenues	114,293	223,510	467,500	380,520	486,350	486,350	-	-
NET OPERA HOUSE BUDGET	(223,839)	(102,940)	-	33,078	-	-	-	-