

**December 16, 2024**  
6:00 pm

**Agenda**  
**Finance Committee Meeting**  
**City of Old Town**  
**City Council Chambers, 2<sup>nd</sup> Floor**  
**265 Main Street**

**Call to Order** - I call the December 16, 2024, Administrative Services Committee Meeting to order.

Ed Morin, Finance Director will update the Committee on the November 2024 Financials.

**(Councilor McLeod, Chair)**

Adjournment: Do I have a motion to adjourn?

The Finance Committee is composed of Councilors, Linda McLeod (Chair), Carol May, David Wight, and Council President Pushor (ex-officio)

# All Departments Expense Summary

Fund: 10  
November

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>01 - General Government</b>	<b>6,856,760.62</b>	<b>311,841.67</b>	<b>3,186,118.25</b>	<b>3,670,642.37</b>	<b>46.47</b>
<b>100 - Central Services Operations</b>	<b>2,322,432.86</b>	<b>75,133.84</b>	<b>1,565,056.62</b>	<b>757,376.24</b>	<b>67.39</b>
10 - Wages	341,472.00	25,656.47	151,726.23	189,745.77	44.43
15 - Taxes and Benefits	368,242.57	9,853.61	82,458.58	285,783.99	22.39
20 - Travel and Training	8,240.00	85.00	2,136.83	6,103.17	25.93
25 - Professional Fees and Services	71,850.00	2,731.80	30,142.71	41,707.29	41.95
30 - Supplies	40,925.29	498.07	5,975.34	34,949.95	14.60
35 - Insurances	122,926.00	0.00	60,266.00	62,660.00	49.03
45 - Utilities	7,416.00	1,932.92	3,546.81	3,869.19	47.83
50 - Advertising and Outreach	23,560.00	3,643.11	20,968.73	2,591.27	89.00
55 - Dues and Subscriptions	1,545.00	0.00	80.00	1,465.00	5.18
70 - Debt and Interest	1,336,256.00	30,732.86	1,207,755.39	128,500.61	90.38
<b>110 - City Clerk</b>	<b>167,152.00</b>	<b>11,195.67</b>	<b>58,683.70</b>	<b>108,468.30</b>	<b>35.11</b>
10 - Wages	94,317.00	7,027.49	38,061.69	56,255.31	40.36
15 - Taxes and Benefits	42,563.00	2,836.66	14,805.33	27,757.67	34.78
20 - Travel and Training	3,100.00	0.00	125.04	2,974.96	4.03
25 - Professional Fees and Services	12,066.00	1,246.25	4,176.78	7,889.22	34.62
30 - Supplies	1,700.00	0.00	502.43	1,197.57	29.55
45 - Utilities	2,369.00	85.27	765.43	1,603.57	32.31
50 - Advertising and Outreach	10,537.00	0.00	247.00	10,290.00	2.34
55 - Dues and Subscriptions	500.00	0.00	0.00	500.00	0.00
<b>115 - Elections &amp; Registrations</b>	<b>21,972.00</b>	<b>8,449.31</b>	<b>11,991.35</b>	<b>9,980.65</b>	<b>54.58</b>
10 - Wages	9,498.00	4,508.14	4,751.24	4,746.76	50.02
15 - Taxes and Benefits	726.00	234.16	252.77	473.23	34.82
25 - Professional Fees and Services	7,030.00	3,677.48	6,043.21	986.79	85.96
30 - Supplies	618.00	29.53	449.13	168.87	72.67
40 - Repairs and Maintenance	2,500.00	0.00	0.00	2,500.00	0.00
50 - Advertising and Outreach	1,600.00	0.00	495.00	1,105.00	30.94
<b>120 - City Manger</b>	<b>3,380,720.16</b>	<b>149,753.34</b>	<b>1,237,261.85</b>	<b>2,143,458.31</b>	<b>36.60</b>
10 - Wages	306,296.00	22,950.13	120,682.64	185,613.36	39.40
15 - Taxes and Benefits	117,012.00	8,124.54	42,672.18	74,339.82	36.47
20 - Travel and Training	8,297.00	0.00	1,731.24	6,565.76	20.87
25 - Professional Fees and Services	475,958.93	27,990.72	148,214.20	327,744.73	31.14
30 - Supplies	30,394.13	440.22	9,656.85	20,737.28	31.77
45 - Utilities	4,429.00	1,581.09	2,368.82	2,060.18	53.48
50 - Advertising and Outreach	6,952.00	0.00	480.00	6,472.00	6.90
55 - Dues and Subscriptions	12,575.00	0.00	403.83	12,171.17	3.21
60 - Lease and Capital Equipment	1,571,521.10	16,842.62	679,595.65	891,925.45	43.24
65 - Intergovernmental and Grants	847,285.00	71,824.02	231,456.44	615,828.56	27.32
<b>125 - Economic Development</b>	<b>314,172.60</b>	<b>22,423.26</b>	<b>104,416.32</b>	<b>209,756.28</b>	<b>33.24</b>
10 - Wages	120,704.00	7,783.50	45,310.10	75,393.90	37.54
15 - Taxes and Benefits	22,855.00	1,291.40	7,118.36	15,736.64	31.15
20 - Travel and Training	5,751.00	-95.05	2,850.82	2,900.18	49.57
25 - Professional Fees and Services	107,933.60	5,595.38	25,380.28	82,553.32	23.51
30 - Supplies	8,345.00	183.40	7,908.66	436.34	94.77
40 - Repairs and Maintenance	2,000.00	0.00	1,541.01	458.99	77.05
45 - Utilities	2,160.00	85.27	795.39	1,364.61	36.82
50 - Advertising and Outreach	34,050.00	5,466.36	10,158.72	23,891.28	29.83
55 - Dues and Subscriptions	3,374.00	1,428.00	2,667.98	706.02	79.07
60 - Lease and Capital Equipment	7,000.00	685.00	685.00	6,315.00	9.79
<b>130 - Code Enforcement</b>	<b>146,707.00</b>	<b>10,474.36</b>	<b>50,575.32</b>	<b>96,131.68</b>	<b>34.47</b>
10 - Wages	92,948.00	6,488.00	34,062.00	58,886.00	36.65
15 - Taxes and Benefits	28,534.00	1,949.78	10,236.17	18,297.83	35.87
20 - Travel and Training	8,600.00	615.06	2,734.94	5,865.06	31.80

# All Departments Expense Summary

Fund: 10  
November

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>01 - General Government CONT'D</b>					
25 - Professional Fees and Services	13,956.00	1,186.25	2,404.83	11,551.17	17.23
30 - Supplies	100.00	0.00	23.99	76.01	23.99
45 - Utilities	2,369.00	85.27	795.39	1,573.61	33.57
50 - Advertising and Outreach	0.00	0.00	168.00	-168.00	----
55 - Dues and Subscriptions	200.00	150.00	150.00	50.00	75.00
<b>140 - Assessor</b>	<b>176,698.00</b>	<b>9,476.96</b>	<b>58,905.74</b>	<b>117,792.26</b>	<b>33.34</b>
10 - Wages	88,858.00	5,516.80	28,850.70	60,007.30	32.47
15 - Taxes and Benefits	38,526.00	2,486.40	13,043.87	25,482.13	33.86
20 - Travel and Training	6,075.00	217.20	517.20	5,557.80	8.51
25 - Professional Fees and Services	37,095.00	1,201.25	15,327.45	21,767.55	41.32
30 - Supplies	2,060.00	0.00	475.98	1,584.02	23.11
45 - Utilities	2,884.00	55.31	675.54	2,208.46	23.42
50 - Advertising and Outreach	500.00	0.00	0.00	500.00	0.00
55 - Dues and Subscriptions	700.00	0.00	15.00	685.00	2.14
<b>330 - Municipal Buildings Operations</b>	<b>265,406.00</b>	<b>12,879.95</b>	<b>86,636.57</b>	<b>178,769.43</b>	<b>32.64</b>
25 - Professional Fees and Services	87,550.00	4,116.26	40,661.20	46,888.80	46.44
30 - Supplies	10,092.00	905.85	5,983.31	4,108.69	59.29
40 - Repairs and Maintenance	108,150.00	4,264.14	22,401.42	85,748.58	20.71
45 - Utilities	59,614.00	3,593.70	17,590.64	42,023.36	29.51
<b>332 - Leased Municipal Buildings</b>	<b>61,500.00</b>	<b>12,054.98</b>	<b>12,590.78</b>	<b>48,909.22</b>	<b>20.47</b>
25 - Professional Fees and Services	25,000.00	0.00	0.00	25,000.00	0.00
40 - Repairs and Maintenance	5,000.00	0.00	0.00	5,000.00	0.00
45 - Utilities	21,500.00	104.98	640.78	20,859.22	2.98
60 - Lease and Capital Equipment	10,000.00	11,950.00	11,950.00	-1,950.00	119.50
<b>02 - Public Safety</b>	<b>7,128,094.00</b>	<b>621,116.71</b>	<b>2,694,436.42</b>	<b>4,433,657.58</b>	<b>37.80</b>
<b>200 - Police Operations</b>	<b>2,931,342.00</b>	<b>259,539.10</b>	<b>1,150,546.24</b>	<b>1,780,795.76</b>	<b>39.25</b>
10 - Wages	1,926,729.00	190,051.66	758,255.20	1,168,473.80	39.35
15 - Taxes and Benefits	702,902.00	49,358.36	241,297.66	461,604.34	34.33
20 - Travel and Training	31,760.00	2,158.46	12,929.92	18,830.08	40.71
25 - Professional Fees and Services	62,032.00	487.67	24,470.89	37,561.11	39.45
30 - Supplies	51,380.00	1,657.68	16,666.77	34,713.23	32.44
40 - Repairs and Maintenance	65,600.00	13,538.52	48,620.15	16,979.85	74.12
45 - Utilities	37,143.00	2,046.75	15,108.92	22,034.08	40.68
50 - Advertising and Outreach	3,620.00	240.00	240.00	3,380.00	6.63
55 - Dues and Subscriptions	3,120.00	0.00	1,300.00	1,820.00	41.67
60 - Lease and Capital Equipment	47,056.00	0.00	31,656.73	15,399.27	67.27
<b>210 - Fire Operations</b>	<b>2,246,463.00</b>	<b>169,269.36</b>	<b>743,966.02</b>	<b>1,502,496.98</b>	<b>33.12</b>
10 - Wages	1,220,427.00	128,790.17	451,887.20	768,539.80	37.03
15 - Taxes and Benefits	391,538.00	30,328.43	136,520.14	255,017.86	34.87
20 - Travel and Training	20,382.00	624.62	4,872.53	15,509.47	23.91
25 - Professional Fees and Services	19,870.00	625.02	5,377.61	14,492.39	27.06
30 - Supplies	55,765.00	4,281.80	11,566.12	44,198.88	20.74
40 - Repairs and Maintenance	81,423.00	754.04	25,035.84	56,387.16	30.75
45 - Utilities	32,547.00	1,765.40	10,896.40	21,650.60	33.48
50 - Advertising and Outreach	3,448.00	120.00	2,989.70	458.30	86.71
55 - Dues and Subscriptions	4,693.00	1,979.88	1,979.88	2,713.12	42.19
60 - Lease and Capital Equipment	416,370.00	0.00	92,840.60	323,529.40	22.30
<b>220 - Ambulance Operations</b>	<b>1,832,615.00</b>	<b>182,060.62</b>	<b>742,798.23</b>	<b>1,089,816.77</b>	<b>40.53</b>
10 - Wages	1,220,426.00	131,648.80	466,212.14	754,213.86	38.20
15 - Taxes and Benefits	391,537.00	28,958.68	132,040.39	259,496.61	33.72
20 - Travel and Training	27,754.00	294.02	11,067.76	16,686.24	39.88
25 - Professional Fees and Services	24,120.00	625.01	8,688.24	15,431.76	36.02
30 - Supplies	76,681.00	13,663.60	44,750.71	31,930.29	58.36

# All Departments Expense Summary

Fund: 10  
November

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>02 - Public Safety CONT'D</b>					
40 - Repairs and Maintenance	41,293.00	4,725.09	18,671.39	22,621.61	45.22
45 - Utilities	31,456.00	1,765.42	10,784.58	20,671.42	34.28
55 - Dues and Subscriptions	1,500.00	380.00	380.00	1,120.00	25.33
60 - Lease and Capital Equipment	17,848.00	0.00	50,203.02	-32,355.02	281.28
<b>300 - Public Works Operations</b>	<b>117,674.00</b>	<b>10,247.63</b>	<b>57,125.93</b>	<b>60,548.07</b>	<b>48.55</b>
40 - Repairs and Maintenance	20,900.00	125.00	17,036.90	3,863.10	81.52
60 - Lease and Capital Equipment	96,774.00	10,122.63	40,089.03	56,684.97	41.43
<b>03 - Public Works</b>	<b>2,254,946.77</b>	<b>114,995.37</b>	<b>602,772.09</b>	<b>1,652,174.68</b>	<b>26.73</b>
<b>300 - Public Works Operations</b>	<b>2,254,946.77</b>	<b>114,995.37</b>	<b>602,772.09</b>	<b>1,652,174.68</b>	<b>26.73</b>
10 - Wages	932,661.00	59,490.62	332,569.99	600,091.01	35.66
15 - Taxes and Benefits	424,871.00	23,858.37	136,700.05	288,170.95	32.17
20 - Travel and Training	3,050.00	69.68	5,712.12	-2,662.12	187.28
25 - Professional Fees and Services	82,288.00	6,500.00	16,986.94	65,301.06	20.64
30 - Supplies	263,904.00	17,159.31	46,955.27	216,948.73	17.79
40 - Repairs and Maintenance	512,992.77	6,550.53	50,097.46	462,895.31	9.77
45 - Utilities	33,241.00	1,366.86	12,891.64	20,349.36	38.78
60 - Lease and Capital Equipment	1,939.00	0.00	858.62	1,080.38	44.28
<b>04 - Sanitation</b>	<b>589,350.00</b>	<b>69,380.56</b>	<b>271,286.07</b>	<b>318,063.93</b>	<b>46.03</b>
<b>120 - City Manager</b>	<b>589,350.00</b>	<b>69,380.56</b>	<b>271,286.07</b>	<b>318,063.93</b>	<b>46.03</b>
25 - Professional Fees and Services	589,350.00	69,380.56	271,286.07	318,063.93	46.03
<b>05 - Culture and Recreation</b>	<b>917,397.00</b>	<b>49,661.02</b>	<b>383,071.64</b>	<b>534,325.36</b>	<b>41.76</b>
<b>310 - Park Maintenance Operations</b>	<b>415,540.00</b>	<b>11,052.17</b>	<b>182,396.21</b>	<b>233,143.79</b>	<b>43.89</b>
10 - Wages	70,288.00	0.00	24,775.50	45,512.50	35.25
15 - Taxes and Benefits	5,375.00	0.00	1,895.26	3,479.74	35.26
25 - Professional Fees and Services	182,909.00	250.00	59,052.22	123,856.78	32.29
30 - Supplies	118,551.00	9,950.86	79,077.83	39,473.17	66.70
40 - Repairs and Maintenance	8,034.00	45.88	1,257.75	6,776.25	15.66
45 - Utilities	10,233.00	805.43	5,434.65	4,798.35	53.11
60 - Lease and Capital Equipment	20,150.00	0.00	10,903.00	9,247.00	54.11
<b>400 - Library Operations</b>	<b>501,857.00</b>	<b>38,608.85</b>	<b>200,675.43</b>	<b>301,181.57</b>	<b>39.99</b>
10 - Wages	330,891.00	23,151.11	129,196.49	201,694.51	39.05
15 - Taxes and Benefits	58,377.00	3,999.65	21,594.62	36,782.38	36.99
20 - Travel and Training	4,694.00	0.00	2,066.80	2,627.20	44.03
25 - Professional Fees and Services	14,309.00	4,184.00	11,269.73	3,039.27	78.76
30 - Supplies	52,625.00	3,998.34	21,285.40	31,339.60	40.45
40 - Repairs and Maintenance	1,419.00	0.00	1,245.85	173.15	87.80
45 - Utilities	38,989.00	3,275.75	13,769.54	25,219.46	35.32
55 - Dues and Subscriptions	553.00	0.00	247.00	306.00	44.67
<b>06 - Airport</b>	<b>491,298.00</b>	<b>69,205.97</b>	<b>189,194.17</b>	<b>302,103.83</b>	<b>38.51</b>
<b>150 - Airport Operations</b>	<b>491,298.00</b>	<b>69,205.97</b>	<b>189,194.17</b>	<b>302,103.83</b>	<b>38.51</b>
10 - Wages	152,546.00	10,925.94	62,734.44	89,811.56	41.12
15 - Taxes and Benefits	38,280.00	2,414.13	13,350.61	24,929.39	34.88
20 - Travel and Training	2,000.00	0.00	89.32	1,910.68	4.47
25 - Professional Fees and Services	104,606.00	7,653.00	35,053.54	69,552.46	33.51
30 - Supplies	8,751.00	1,134.54	3,187.23	5,563.77	36.42
35 - Insurances	6,000.00	0.00	4,322.00	1,678.00	72.03
40 - Repairs and Maintenance	89,240.00	45,570.46	64,046.59	25,193.41	71.77
45 - Utilities	26,607.00	1,507.90	6,410.44	20,196.56	24.09
50 - Advertising and Outreach	3,708.00	0.00	0.00	3,708.00	0.00
55 - Dues and Subscriptions	1,060.00	0.00	0.00	1,060.00	0.00
60 - Lease and Capital Equipment	58,500.00	0.00	0.00	58,500.00	0.00
<b>07 - Education</b>	<b>6,252,418.00</b>	<b>520,883.71</b>	<b>2,604,418.55</b>	<b>3,647,999.45</b>	<b>41.65</b>

## All Departments Expense Summary

Fund: 10  
November

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>07 - Education CONT'D</b>					
<b>120 - City Manager</b>	<b>6,252,418.00</b>	<b>520,883.71</b>	<b>2,604,418.55</b>	<b>3,647,999.45</b>	<b>41.65</b>
65 - Intergovernmental and Grants	6,252,418.00	520,883.71	2,604,418.55	3,647,999.45	41.65
<b>08 - County Tax</b>					
<b>120 - City Manager</b>	<b>1,103,373.00</b>	<b>0.00</b>	<b>1,103,372.26</b>	<b>0.74</b>	<b>100.00</b>
65 - Intergovernmental and Grants	1,103,373.00	0.00	1,103,372.26	0.74	100.00
<b>Final Totals</b>	<b>25,593,637.39</b>	<b>1,757,085.01</b>	<b>11,034,669.45</b>	<b>14,558,967.94</b>	<b>43.11</b>

### All Departments Revenue Summary

Fund: 10  
November

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
<b>01 - General Government</b>	<b>23,855,363.39</b>	<b>445,334.31</b>	<b>15,664,384.31</b>	<b>8,190,979.08</b>	<b>65.66</b>
<b>010 - Property Taxes for General Pur</b>	<b>11,897,316.00</b>	<b>-3,964.19</b>	<b>11,492,234.38</b>	<b>405,081.62</b>	<b>96.60</b>
4001 - Net Tax Assessment	11,897,316.00	0.00	11,505,076.98	392,239.02	96.70
4002 - Tax Abatements	0.00	0.00	-6,198.54	6,198.54	----
4003 - Tax Supplements	0.00	0.00	607.11	-607.11	----
4004 - Council Approved Write off	0.00	-3,964.19	-7,251.17	7,251.17	----
<b>015 - Public Service Taxes</b>	<b>1,636,500.00</b>	<b>109,226.96</b>	<b>793,415.17</b>	<b>843,084.83</b>	<b>48.48</b>
4050 - Motor Vehicle Excise Tax	1,600,000.00	109,226.96	792,188.47	807,811.53	49.51
4070 - Housing Authority PILOT	25,000.00	0.00	0.00	25,000.00	0.00
4080 - Boat Excise Tax	6,000.00	0.00	1,226.70	4,773.30	20.45
4090 - Vets Excise Tax Loss	5,500.00	0.00	0.00	5,500.00	0.00
<b>020 - Charge for Services</b>	<b>1,769,756.00</b>	<b>211,080.21</b>	<b>728,222.48</b>	<b>1,041,533.52</b>	<b>41.15</b>
4550 - JRL Tipping Fees	1,700,000.00	210,238.21	724,001.23	975,998.77	42.59
4555 - JRL Impact Fee	65,000.00	0.00	0.00	65,000.00	0.00
4565 - Electrical Inspection	4,756.00	842.00	4,221.25	534.75	88.76
<b>025 - License, Permits and Fees</b>	<b>134,992.00</b>	<b>12,677.90</b>	<b>70,924.76</b>	<b>64,067.24</b>	<b>52.54</b>
4200 - Vehicle Registration Fee	32,000.00	2,282.00	15,918.00	16,082.00	49.74
4205 - Permits	150.00	0.00	30.00	120.00	20.00
4210 - City Clerk Monthly Fees	16,000.00	1,104.90	7,335.30	8,664.70	45.85
4215 - ATV, Boat, Hunt & Fish Fees	1,500.00	122.00	902.00	598.00	60.13
4225 - Cable TV Franchise Fee	70,000.00	0.00	30,436.96	39,563.04	43.48
4235 - Plumbing Permit Fees	3,000.00	135.00	2,142.50	857.50	71.42
4240 - Building Permit Fees	12,342.00	9,034.00	14,160.00	-1,818.00	114.73
<b>030 - Investment Income</b>	<b>300,000.00</b>	<b>2,023.46</b>	<b>112,542.43</b>	<b>187,457.57</b>	<b>37.51</b>
4600 - Interest on Taxes	28,000.00	2,023.46	9,066.28	18,933.72	32.38
4610 - Investment Income	272,000.00	0.00	103,476.15	168,523.85	38.04
<b>035 - Miscellaneous Revenue</b>	<b>199,984.00</b>	<b>8,546.86</b>	<b>1,110,334.82</b>	<b>-910,350.82</b>	<b>555.21</b>
4735 - Lien Fees	9,000.00	1,812.36	2,055.26	6,944.74	22.84
4775 - Miscellaneous Revenue	10,000.00	94.50	94,188.00	-84,188.00	941.88
4780 - Treasurer Revenue	58,000.00	0.00	9,588.00	48,412.00	16.53
4781 - YMCA Phone Reimbursement	840.00	70.00	350.00	490.00	41.67
4782 - Rec. Center Fees	840.00	6,570.00	32,850.00	-32,010.00	999.99
4790 - Other Financing	0.00	0.00	850,000.00	-850,000.00	----
4794 - CBP Building Lease	121,304.00	0.00	121,303.56	0.44	100.00
<b>040 - Sale of Cap Assets</b>	<b>25,000.00</b>	<b>0.00</b>	<b>1,867.50</b>	<b>23,132.50</b>	<b>7.47</b>
4950 - Sale Of Tax Property	25,000.00	0.00	0.00	25,000.00	0.00
4955 - Sale Of City Owned Property	0.00	0.00	1,867.50	-1,867.50	----
<b>045 - Capital Reserve Transfers In</b>	<b>2,405,772.39</b>	<b>0.00</b>	<b>0.00</b>	<b>2,405,772.39</b>	<b>0.00</b>
4770 - TIF Project Financing	910,848.00	0.00	0.00	910,848.00	0.00
4849 - Carryforward Reserve	1,377,574.39	0.00	0.00	1,377,574.39	0.00
4851 - Fund Balance Transfer	107,000.00	0.00	0.00	107,000.00	0.00
4855 - Economic Development Transfer	10,350.00	0.00	0.00	10,350.00	0.00
<b>060 - Intergovernmental and Grants</b>	<b>5,486,043.00</b>	<b>105,743.11</b>	<b>1,354,842.77</b>	<b>4,131,200.23</b>	<b>24.70</b>
4305 - JRL PILOT	359,000.00	0.00	359,062.82	-62.82	100.02
4310 - Homestead	475,000.00	0.00	341,008.00	133,992.00	71.79
4315 - B.E.T.E	3,400,000.00	0.00	0.00	3,400,000.00	0.00
4320 - State Municipal Rev Sharin	1,216,123.00	103,927.73	617,822.74	598,300.26	50.80
4325 - Snowmobile State Reimburse	1,500.00	0.00	0.00	1,500.00	0.00
4335 - Tree Growth	20,000.00	0.00	24,994.69	-4,994.69	124.97
4345 - General Assistance Reimburse.	14,420.00	1,815.38	11,954.52	2,465.48	82.90
<b>02 - Public Safety</b>	<b>1,256,297.00</b>	<b>495,678.78</b>	<b>914,728.53</b>	<b>341,568.47</b>	<b>72.81</b>

### All Departments Revenue Summary

Fund: 10  
November

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
<b>02 - Public Safety CONT'D</b>					
<b>020 - Charge for Services</b>	<b>1,186,747.00</b>	<b>495,218.78</b>	<b>848,782.43</b>	<b>337,964.57</b>	<b>71.52</b>
4520 - Emergency Vehicle Services	618,000.00	196.00	210,420.17	407,579.83	34.05
4525 - Fire Services	73,200.00	20.00	71,908.58	1,291.42	98.24
4530 - Police Service	3,000.00	2,455.80	72,906.70	-69,906.70	999.99
4535 - Ambulance Agreements	492,547.00	492,546.98	493,546.98	-999.98	100.20
<b>025 - License, Permits and Fees</b>	<b>3,300.00</b>	<b>420.00</b>	<b>690.00</b>	<b>2,610.00</b>	<b>20.91</b>
4230 - Gun Permits	300.00	95.00	365.00	-65.00	121.67
4250 - Leased Parking	3,000.00	325.00	325.00	2,675.00	10.83
<b>035 - Miscellaneous Revenue</b>	<b>1,750.00</b>	<b>40.00</b>	<b>756.10</b>	<b>993.90</b>	<b>43.21</b>
4100 - Traffic Fines	1,500.00	40.00	455.00	1,045.00	30.33
4120 - Court Fees	250.00	0.00	50.00	200.00	20.00
4130 - Court Restitution	0.00	0.00	251.10	-251.10	----
<b>060 - Intergovernmental and Grants</b>	<b>64,500.00</b>	<b>0.00</b>	<b>64,500.00</b>	<b>0.00</b>	<b>100.00</b>
4410 - DOJ School Officer	64,500.00	0.00	64,500.00	0.00	100.00
<b>03 - Public Works</b>					
<b>025 - License, Permits and Fees</b>	<b>5,000.00</b>	<b>130.00</b>	<b>650.00</b>	<b>4,350.00</b>	<b>13.00</b>
4206 - Street Open Permits	5,000.00	130.00	650.00	4,350.00	13.00
<b>035 - Miscellaneous Revenue</b>	<b>37,000.00</b>	<b>3,389.87</b>	<b>13,789.20</b>	<b>23,210.80</b>	<b>37.27</b>
4745 - Public Works Miscellaneous	5,000.00	3,114.87	2,863.20	2,136.80	57.26
4750 - Cemetery Income	17,000.00	275.00	10,926.00	6,074.00	64.27
4755 - Cemetery Fund	15,000.00	0.00	0.00	15,000.00	0.00
<b>04 - Sanitation</b>					
<b>020 - Charge for Services</b>	<b>144,500.00</b>	<b>2,300.76</b>	<b>81,672.06</b>	<b>62,827.94</b>	<b>56.52</b>
4540 - Tipping Fees	22,000.00	1,319.51	6,997.06	15,002.94	31.80
4545 - PAYT Bag Sales	110,000.00	50.00	67,662.50	42,337.50	61.51
<b>025 - License, Permits and Fees</b>	<b>12,500.00</b>	<b>931.25</b>	<b>7,012.50</b>	<b>5,487.50</b>	<b>56.10</b>
4245 - Dump Permits	12,500.00	931.25	7,012.50	5,487.50	56.10
<b>05 - Culture and Recreation</b>					
<b>020 - Charge for Services</b>	<b>9,100.00</b>	<b>1,241.30</b>	<b>7,660.69</b>	<b>1,439.31</b>	<b>84.18</b>
4515 - Non-Res Library User Fees	2,000.00	479.38	2,311.20	-311.20	115.56
4560 - Milford Library Fees	4,500.00	480.00	2,200.00	2,300.00	48.89
<b>035 - Miscellaneous Revenue</b>	<b>2,600.00</b>	<b>281.92</b>	<b>3,149.49</b>	<b>-549.49</b>	<b>121.13</b>
4110 - Library Fines & Fees	1,600.00	155.02	826.27	773.73	51.64
4740 - Library Copier Sales	1,000.00	126.90	560.18	439.82	56.02
4746 - Electric Car Charging Revenue	0.00	0.00	1,763.04	-1,763.04	----
<b>06 - Airport</b>					
<b>015 - Public Service Taxes</b>	<b>271,377.00</b>	<b>19,851.45</b>	<b>91,622.33</b>	<b>179,754.67</b>	<b>33.76</b>
4060 - Airplane Excise Tax	3,900.00	0.00	0.00	3,900.00	0.00
<b>020 - Charge for Services</b>	<b>208,977.00</b>	<b>19,851.45</b>	<b>91,622.33</b>	<b>117,354.67</b>	<b>43.84</b>
4500 - Airport Sales	47,380.00	19,851.45	89,822.33	-42,442.33	189.58
4510 - Hangar Rentals	135,500.00	0.00	1,775.00	133,725.00	1.31
4515 - Land Lease	26,097.00	0.00	25.00	26,072.00	0.10
<b>045 - Capital Reserve Transfers In</b>	<b>58,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>58,500.00</b>	<b>0.00</b>
4850 - Airport Hanger Reserve Transfe	58,500.00	0.00	0.00	58,500.00	0.00
<b>Final Totals</b>	<b>25,578,637.39</b>	<b>967,926.47</b>	<b>16,774,507.12</b>	<b>8,804,130.27</b>	<b>65.58</b>

## All Departments Expense Summary

Fund: 20  
November

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>80 - Proprietary Funds</b>	3,125,982.10	249,920.32	734,883.72	2,391,098.38	23.51
<b>800 - Administration</b>	<b>2,626,060.10</b>	<b>214,037.87</b>	<b>551,749.57</b>	<b>2,074,310.53</b>	<b>21.01</b>
10 - Wages	490,630.00	33,895.86	186,680.64	303,949.36	38.05
15 - Taxes and Benefits	166,218.00	10,614.41	56,376.41	109,841.59	33.92
20 - Travel and Training	4,240.00	125.00	1,060.00	3,180.00	25.00
25 - Professional Fees and Services	120,580.00	57.00	2,487.37	118,092.63	2.06
30 - Supplies	6,700.00	0.00	1,870.60	4,829.40	27.92
35 - Insurances	30,270.00	0.00	16,348.00	13,922.00	54.01
40 - Repairs and Maintenance	20,808.00	1,952.25	10,703.00	10,105.00	51.44
50 - Advertising and Outreach	6,000.00	0.00	805.12	5,194.88	13.42
55 - Dues and Subscriptions	7,865.00	360.00	2,856.00	5,009.00	36.31
60 - Lease and Capital Equipment	1,454,089.10	41,584.21	55,537.90	1,398,551.20	3.82
70 - Debt and Interest	318,660.00	125,449.14	217,024.53	101,635.47	68.11
<b>802 - Maintenance</b>	<b>157,270.00</b>	<b>10,605.75</b>	<b>51,203.73</b>	<b>106,066.27</b>	<b>32.56</b>
25 - Professional Fees and Services	35,000.00	4,897.36	7,572.36	27,427.64	21.64
30 - Supplies	35,090.00	1,498.82	6,205.74	28,884.26	17.69
40 - Repairs and Maintenance	27,500.00	70.12	20,889.01	6,610.99	75.96
45 - Utilities	49,680.00	4,139.45	16,536.62	33,143.38	33.29
60 - Lease and Capital Equipment	10,000.00	0.00	0.00	10,000.00	0.00
<b>804 - Wastewater Treatment Facility</b>	<b>248,652.00</b>	<b>18,283.94</b>	<b>104,135.78</b>	<b>144,516.22</b>	<b>41.88</b>
25 - Professional Fees and Services	45,000.00	2,299.85	36,394.50	8,605.50	80.88
30 - Supplies	31,500.00	3,464.46	6,133.51	25,366.49	19.47
40 - Repairs and Maintenance	37,500.00	1,867.17	22,799.93	14,700.07	60.80
45 - Utilities	124,652.00	10,652.46	38,807.84	85,844.16	31.13
60 - Lease and Capital Equipment	10,000.00	0.00	0.00	10,000.00	0.00
<b>806 - Sludge Disposal</b>	<b>94,000.00</b>	<b>6,992.76</b>	<b>27,794.64</b>	<b>66,205.36</b>	<b>29.57</b>
25 - Professional Fees and Services	87,500.00	6,523.91	26,124.41	61,375.59	29.86
40 - Repairs and Maintenance	1,000.00	0.00	0.00	1,000.00	0.00
45 - Utilities	5,500.00	468.85	1,670.23	3,829.77	30.37
<b>Final Totals</b>	<b>3,125,982.10</b>	<b>249,920.32</b>	<b>734,883.72</b>	<b>2,391,098.38</b>	<b>23.51</b>



### All Departments Revenue Summary

Fund: 20  
November

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
<b>80 - Proprietary Funds</b>	3,125,982.10	39,774.65	458,283.28	2,667,698.82	14.66
<b>020 - Charge for Services</b>	<b>1,674,324.00</b>	<b>37,171.57</b>	<b>437,593.61</b>	<b>1,236,730.39</b>	<b>26.14</b>
4570 - Old Town User Fees	1,526,663.00	0.00	413,577.81	1,113,085.19	27.09
4571 - Milford User Fees	147,661.00	38,148.54	38,148.54	109,512.46	25.84
4572 - User Fee Abatements	0.00	-976.97	-14,132.74	14,132.74	----
<b>030 - Investment Income</b>	<b>10,000.00</b>	<b>0.00</b>	<b>13,809.31</b>	<b>-3,809.31</b>	<b>138.09</b>
4610 - Investment Income	10,000.00	0.00	13,809.31	-3,809.31	138.09
<b>035 - Miscellaneous Revenue</b>	<b>15,900.00</b>	<b>816.44</b>	<b>5,093.72</b>	<b>10,806.28</b>	<b>32.04</b>
4205 - Permits	100.00	0.00	0.00	100.00	0.00
4601 - Interest on User Fees	6,000.00	611.33	2,053.99	3,946.01	34.23
4735 - Lien Fees	7,000.00	205.11	3,039.73	3,960.27	43.42
4775 - Miscellaneous Revenues	2,800.00	0.00	0.00	2,800.00	0.00
<b>045 - Capital Reserve Transfers In</b>	<b>1,425,758.10</b>	<b>1,786.64</b>	<b>1,786.64</b>	<b>1,423,971.46</b>	<b>0.13</b>
4460 - Grant USDA	0.00	1,786.64	1,786.64	-1,786.64	----
4849 - Carryforward Reserve	1,194,373.10	0.00	0.00	1,194,373.10	0.00
4927 - Debt Redemption Reserve	231,385.00	0.00	0.00	231,385.00	0.00
<b>Final Totals</b>	<b>3,125,982.10</b>	<b>39,774.65</b>	<b>458,283.28</b>	<b>2,667,698.82</b>	<b>14.66</b>

**December 16, 2024**

- Immediately following the Financial Services mtg.

**Special Council Meeting  
City of Old Town  
City Council Chambers,  
2<sup>nd</sup> Floor 265 Main Street  
Agenda**

- I. Call to Order** - I call the December 16, 2024, Special Council Meeting to order.  
  
Please turn off or silence cell phones.  
  
**(Council President Pushor)**
  
- II. Flag Salute**
  
- III. Roll Call**
  
- IV. Approval of the Minutes**  
  
December 02, 2024, Organizational and Regular Council meeting minutes.
  
- V. Petitions, Communications, and Citizens' Requests**
  
- VI. Reports**
  - 1. **Council President**
  
  - 2. **Standing Committees**  
  
**Administrative, Economic, Finance and Public Services**
  
  - 3. **City Councilors**
  
  - 4. **City Attorney**

5. **Special Committees**

6. **City Manager**

VI. **Consent Agenda**

VII. **Public Hearings and Second Reading of Ordinance**

VIII. **Old Business**

IX. **New Business**

1. The City Council will consider approving the updated City of Old Town Employee Handbook.

**Suggested Motion:** Resolved, The City Council hereby approves the final version of the updated City of Old Town Employee Handbook.

**(Councilor McLeod)**

2. The City Council will consider going into Executive Session for the purpose of discussing an Economic Development matter.

**Suggested motion:** Resolved, the Old Town City Council hereby approves going into Executive Session pursuant to Title, I MRSA Section 405, § (6) (C) for the purpose of discussing an Economic Development matter.

**(Councilor Wight)**

3. The City Council will consider going into Executive Session for the purpose of discussing a Personnel matter.

**Suggested motion:** Resolved, the Old Town City Council hereby approves going into Executive Session pursuant to MRSA Title 405, Section (6)(A) for the purpose of discussing a Personnel matter.

**(Councilor McLeod)**

**Adjournment:** Do I have a motion to adjourn.



**MINUTES**  
**ORGANIZATIONAL COUNCIL MEETING**  
**DECEMBER 02, 2024**

Council convened December 02, 2024, in the City Council Chambers at 265 Main Street.

Councilors present: Christian Pushor, David Wight, Michael May, Linda McLeod, Carol May, and new councilor elect: Zachary Wyles. Councilor Stan Peterson, absent.

**Administration present:** Bill Mayo, Laura Engstrom, Travis Roy, David White, Kyle Milan, April Buchanan, EJ Roach, Irene Pherson, and Ed Morin.

**Others present:** Tim Pease (City Attorney), Paster Scott Benner (OT Baptist Church), 2 citizens of Old Town, 2 non-citizens, and RSU #34 elected School Board Members: Griffin Dill and Gert Nesin.

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Council President Pushor called the meeting to order at 6:00 pm.

Laura Engstrom, City Clerk introduced Pastor Scott Benner, from the United Baptist Church, he gave an Invocation to the Council and audience.

Administered the Oath of Office to:

City of Old Town Councilor Elects, Christian Pushor and Zachary Wyles

RSU #34 School Board Elects, Gert Nesin and Griffin Dill

Call for election of Council President and Vice President:

Nomination for Council President: Councilor Carol May nominated Councilor McLeod for President of the Council, seconded by Councilor Wyles.

***Approved all in favor, 6 - 0.***

Second Nomination for Council President: Councilor McLeod nominated Councilor Pushor for President of the Council, seconded by Councilor White.

***Approved all in favor, 6 - 0.***

Vote for Council President results:

Councilor McLeod, 2 yes, 4 no

Councilor Pushor, 4 yes, 2 no

Councilor Pushor elected to Council President.

Nomination for Council Vice – President: Council President Pushor nominated Councilor McLeod for Vice - President of the Council, seconded by Councilor Wyles.

***Approved all in favor, 6 - 0.***

Councilor McLeod elected to Council Vice – President.

Presentation to outgoing Councilors: Michael May

Resolved, the Old Town City Council hereby adopts the Old Town City Council’s Rules of Order and Procedure.

Motion made to accept as presented by Councilor Wight, seconded by Councilor McLeod.

***Approved all in favor, 6 - 0.***

Resolved, the Old Town City Council hereby approves Resolution 2024-3 establishing a time and place for City Council Meetings. (Attached)

Motion made to accept as presented by Councilor McLeod, seconded by Councilor Mike May

***Approved all in favor, 6 - 0.***

**Roll Call Vote:**

<i>Councilor Mike May</i>	<i>Yes</i>
<i>Councilor Wight</i>	<i>Yes</i>
<i>Councilor Carol May</i>	<i>Yes</i>
<i>Councilor Pushor</i>	<i>Yes</i>
<i>Councilor Wyles</i>	<i>Yes</i>
<i>Councilor McLeod</i>	<i>Yes</i>
<i>Councilor Peterson</i>	<i>absent</i>

***Motion approved 6-0, (Motion passed)***

Pastor Scott Benner gave a Benediction at the end of the meeting.

Councilor Zach, seconded by Councilor Carol May, moved to adjourn at 6:10 p.m.

**Approved all in favor, 6-0. (Motion passed)**

**Respectfully submitted,  
Laura Engstrom  
City Clerk-Old Town**



**City of Old Town  
Regular Council Meeting Minutes  
December 02, 2024**

Council convened December 02, 2024, in the Old Town City Council Chambers, 265 Main Street.

Councilors present: Christian Pushor, David Wight, Michael May, Linda McLeod, Carol May, and new councilor elect: Zachary Wyles. Councilor Stan Peterson, absent.

Administration present: Bill Mayo, Laura Engstrom, Travis Roy, David White, Kyle Milan, April Buchanan, EJ Roach, Irene Pherson, and Ed Morin.

Others present: Tim Pease (City Attorney), Paster Scott Benner (OT Baptist Church), 2 citizens of Old Town, 2 non-citizens, and RSU #34 elected School Board Members: Griffin Dill and Gert Nesin.

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Council President Pushor called the meeting to order at 6:00 p.m.

**Approval of the Minutes:**

Resolved, the Old Town City Council hereby approves the following minutes as presented:

October 18, 2024, Financial Services and Special meeting minutes.

Motion made by Councilor McLeod, seconded by Councilor Carol May.

**Approved all in favor, 5 – 0. (Motion passed), Councilor Wyles abstained as he was not yet on the Council for this meeting.**

**Petitions, Communications, and Citizens' Requests  
Reports**

Director of Economic and Community Development, EJ Roach, updated the Council on Old Towns Community Resilience Partnership and a collaborative partnership with UMaine Cooperative Extension that is seeking grant funding through the partnership. The focus of the grant application will be professional development, volunteer engagement, and public engagement as it relates to local food production and sustainability.

A. Council President

B. Standing Committees

Administrative Services, Economic Development, Finance Services, and Public Services

C. City Councilor (No Report)

D. City Attorney (No Report)

E. Special Committees (No Report)

F. City Manager

Bill Mayo, City Manager updated the City Council on the following:

- Speed bumps were not removed as promised by the contractor on the temporary Stillwater Bridge before the snowstorm making messy travel.
- Thanked staff from the Pollution Dept. and Public Works for the help with sewer problems at the Leonard Middle School.
- Festival of Lights parade, Kayak Tree Lighting and Fireworks on Nov. 30<sup>th</sup> went very well.

## **Consent Agenda**

## **Public Hearings and Second Reading of Ordinances**

## **New Business**

1. Resolved, the Old Town City Council adopts the Maine Capitalization Policy which sets guidelines for the capitalization, valuation, and depreciation of the City of Old Town's capital assets, promoting compliance with GASB (Governmental Accounting Standards Board) Statement No. 34.

Motion made by Councilor Wight, seconded by Councilor McLeod.

**Approved all in favor, 6 – 0. (Motion passed)**

2. Resolved, the Old Town City Council approves the renewal application for a State of Maine On-Premises Beer and Wine License for Angelo's Family Restaurant, Inc., located at 484 Stillwater Ave. City inspections are complete.

Motion made by Councilor Carol May, seconded by Councilor Mike May.

**Approved all in favor, 6 – 0. (Motion passed)**

3. Resolved, the Old Town City Council approves the following four Grants awarded to the Old Town Police Department:
  1. Speed Enforcement Grant: \$7,590
  2. Occupant Protection Grant: \$7,590
  3. Impaired Driving Grant: \$10,350
  4. Distracted Driving Grant: \$3,795

These Grants will fund overtime details dedicated to enforcing various highway safety laws and will be utilized until September 2025.

Motion made by Councilor Carol Wyles, seconded by Councilor Wight.

**Approved all in favor, 6 – 0. (Motion passed)**

4. Addendum item:  
Resolved, the Old Town City Council will appoint Michael May as interim City Councilor until the next Municipal Election scheduled for June 10, 2025.

Motion made by Councilor Carol Wight, seconded by Councilor Mike Wyles.

**Approved all in favor, 6 – 0. (Motion passed)**

### **Adjournment:**

Motion to adjourn at 6:24 pm made by Councilor Wight, seconded by Councilor Wyles

**Approved, all in favor, 6-0, (Motion passed)**

Respectfully submitted,  
Laura Engstrom  
City Clerk -Old Town