

Tuesday, January 17, 2022
6:00 pm

Administrative Services Committee Meeting
City of Old Town
City Council Chambers, 2nd Floor
265 Main Street
Agenda

Call to Order – I call the January 17th, 2022, Administrative Services Committee meeting to order.

Please silence or turn off cell phones

(Councilor Michael May, Chair)

1. Madeline Jensen, from BACTS (Bangor Maine Transportation System) will be giving a presentation. (Materials attached)
2. David Russell, Code Enforcement Officer will be providing a presentation to the Committee on the Zoning areas in the City of Old Town.
3. EJ Roach, Economic Development Director will update the Committee on the Old Town Development, LLC.

Adjournment Do I have a motion to adjourn?

The Administrative Services Committee is composed of Councilors Michael May (Chair), Chris Pushor, Carol May, and Council President Linda Mcleod (ex-officio)

Tuesday, January 17, 2022

- Immediately following the Administrative Committee meeting.

Agenda
Finance Committee Meeting
City of Old Town
City Council Chambers, 2nd Floor
265 Main Street

Call to Order - I call the January 17th, 2022, Finance Committee Meeting to order.

Please silence or turn off cell phones.

(Councilor Pushor, Chair)

1. Finance Director, Danielle Berube, will update the Finance Committee on the December 2022 financials.
2. Bill Mayo, City Manager will be discussing with the Committee a request from Lance Farrar, Airport Director for a review and recommendation of the bids submitted from contractors in the construction of an access road from the Airport Rd to lot 5 and lot 5A. (Bids attached)

Adjournment: Do I have a motion to adjourn?

The Finance Committee is composed of Councilors Chris Pushor (Chair), Tim Folster, Stan Peterson and Council President Linda McLeod (ex-officio)

All Departments Revenue Summary

Department(s): 01 - 60

December to December

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
01 - General Government	21,436,809.89	258,098.93	13,331,589.18	8,105,220.71	62.19
010 - Property Taxes for General Pur	10,629,157.00	0.00	9,703,346.66	925,810.34	91.29
4001 - Net Tax Assessment	10,629,157.00	0.00	9,724,424.20	904,732.80	91.49
4002 - Tax Abatements	0.00	0.00	-13,981.80	13,981.80	----
4003 - Tax Supplements	0.00	0.00	2,616.60	-2,616.60	----
4004 - Council Approved Write off	0.00	0.00	-9,712.34	9,712.34	----
015 - Public Service Taxes	1,510,500.00	98,272.84	808,619.21	701,880.79	53.53
4050 - Motor Vehicle Excise Tax	1,475,000.00	97,835.84	807,080.01	667,919.99	54.72
4070 - Housing Authority PILOT	25,000.00	414.00	414.00	24,586.00	1.66
4080 - Boat Excise Tax	5,000.00	23.00	1,125.20	3,874.80	22.50
4090 - Vets Excise Tax Loss	5,500.00	0.00	0.00	5,500.00	0.00
020 - Charge for Services	1,419,756.00	280.00	703,762.34	715,993.66	49.57
4550 - JRL Tipping Fees	1,350,000.00	0.00	700,666.34	649,333.66	51.90
4555 - JRL Impact Fee	65,000.00	0.00	0.00	65,000.00	0.00
4565 - Electrical Inspection	4,756.00	280.00	3,096.00	1,660.00	65.10
025 - License, Permits and Fees	129,570.00	7,302.80	47,846.24	81,723.76	36.93
4200 - Vehicle Registration Fee	30,000.00	2,119.00	16,950.09	13,049.91	56.50
4205 - Permits	373.00	0.00	30.00	343.00	8.04
4210 - City Clerk Monthly Fees	15,000.00	2,616.80	8,632.40	6,367.60	57.55
4215 - ATV, Boat, Hunt & Fish Fees	2,000.00	210.00	553.50	1,446.50	27.68
4225 - Cable TV Franchise Fee	70,000.00	0.00	0.00	70,000.00	0.00
4235 - Plumbing Permit Fees	2,355.00	0.00	2,216.25	138.75	94.11
4240 - Building Permit Fees	9,842.00	2,357.00	19,464.00	-9,622.00	197.76
030 - Investment Income	52,000.00	11,808.72	25,420.73	26,579.27	48.89
4600 - Interest on Taxes	28,000.00	1,514.92	13,399.88	14,600.12	47.86
4610 - Investment Income	24,000.00	10,293.80	12,020.85	11,979.15	50.09
035 - Miscellaneous Revenue	199,984.00	1,417.71	183,355.25	16,628.75	91.68
4735 - Lien Fees	9,000.00	-533.48	359.57	8,640.43	4.00
4760 - Community Garden Rental	0.00	0.00	20.00	-20.00	----
4775 - Miscellaneous Revenue	10,000.00	1,811.19	3,174.69	6,825.31	31.75
4780 - Treasurer Revenue	58,000.00	0.00	58,706.43	-706.43	101.22
4781 - YMCA Phone Reimbursement	840.00	70.00	140.00	700.00	16.67
4782 - Rec. Center Phone Reimbursemen	840.00	70.00	-349.00	1,189.00	-41.55
4794 - CBP Building Lease	121,304.00	0.00	121,303.56	0.44	100.00
040 - Sale of Cap Assets	25,000.00	1,273.00	2,773.00	22,227.00	11.09
4950 - Sale Of Tax Property	25,000.00	0.00	1,500.00	23,500.00	6.00
4955 - Sale Of City Owned Property	0.00	1,273.00	1,273.00	-1,273.00	----
045 - Capital Reserve Transfers In	2,140,303.89	0.00	0.00	2,140,303.89	0.00
4770 - TIF Project Financing	821,129.00	0.00	0.00	821,129.00	0.00
4849 - Carryforward Reserve	332,024.89	0.00	0.00	332,024.89	0.00
4851 - Fund Balance Transfer	869,000.00	0.00	0.00	869,000.00	0.00
4855 - Economic Development Transfer	118,150.00	0.00	0.00	118,150.00	0.00
060 - Intergovernmental and Grants	5,330,539.00	137,743.86	1,856,465.75	3,474,073.25	34.83
4305 - JRL PILOT	350,000.00	0.00	494,979.37	-144,979.37	141.42
4310 - Homestead	425,530.00	0.00	389,095.00	36,435.00	91.44
4315 - B.E.T.E	2,930,000.00	0.00	0.00	2,930,000.00	0.00
4320 - State Municipal Rev Sharin	1,592,862.00	120,250.11	928,106.52	664,755.48	58.27
4325 - Snowmobile State Reimburse	1,500.00	0.00	0.00	1,500.00	0.00
4335 - Tree Growth	20,000.00	0.00	19,770.62	229.38	98.85
4345 - General Assistance Reimburse.	10,647.00	0.00	7,020.49	3,626.51	65.94
4433 - Alford Grant Revenue	0.00	17,493.75	17,493.75	-17,493.75	----

All Departments Revenue Summary

Department(s): 01 - 60

December to December

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
02 - Public Safety CONT'D					
02 - Public Safety	1,055,300.00	70,069.20	723,146.91	332,153.09	68.53
020 - Charge for Services	991,200.00	45,799.46	639,173.92	352,026.08	64.48
4520 - Emergency Vehicle Services	618,000.00	45,616.46	267,528.70	350,471.30	43.29
4525 - Fire Services	73,200.00	0.00	71,888.50	1,311.50	98.21
4530 - Police Service	3,000.00	183.00	2,281.72	718.28	76.06
4535 - Ambulance Agreements	297,000.00	0.00	297,475.00	-475.00	100.16
025 - License, Permits and Fees	1,800.00	2,585.00	2,714.00	-914.00	150.78
4230 - Gun Permits	300.00	85.00	214.00	86.00	71.33
4250 - Leased Parking	1,500.00	2,500.00	2,500.00	-1,000.00	166.67
035 - Miscellaneous Revenue	2,300.00	684.74	1,938.99	361.01	84.30
4100 - Traffic Fines	1,500.00	140.00	380.00	1,120.00	25.33
4120 - Court Fees	500.00	0.00	100.00	400.00	20.00
4130 - Court Restitution	300.00	0.00	0.00	300.00	0.00
4785 - Insurance	0.00	544.74	1,458.99	-1,458.99	----
060 - Intergovernmental and Grants	60,000.00	21,000.00	79,320.00	-19,320.00	132.20
4410 - DOJ School Officer	60,000.00	0.00	58,320.00	1,680.00	97.20
4430 - Grant-Public Safety	0.00	21,000.00	21,000.00	-21,000.00	----
03 - Public Works					
025 - License, Permits and Fees	3,000.00	0.00	4,420.00	-1,420.00	147.33
4206 - Street Open Permits	3,000.00	0.00	4,420.00	-1,420.00	147.33
035 - Miscellaneous Revenue	32,000.00	1,298.51	10,857.74	21,142.26	33.93
4745 - Public Works Miscellaneous	5,000.00	-76.49	-802.26	5,802.26	-16.05
4750 - Cemetery Income	12,000.00	1,375.00	11,660.00	340.00	97.17
4755 - Cemetery Fund	15,000.00	0.00	0.00	15,000.00	0.00
04 - Sanitation					
020 - Charge for Services	122,000.00	14,721.76	81,285.27	40,714.73	66.63
4540 - Tipping Fees	12,000.00	1,241.76	6,045.27	5,954.73	50.38
4545 - PAYT Bag Sales	110,000.00	13,480.00	75,240.00	34,760.00	68.40
025 - License, Permits and Fees	12,500.00	493.75	7,362.50	5,137.50	58.90
4245 - Dump Permits	12,500.00	493.75	7,362.50	5,137.50	58.90
05 - Culture and Recreation					
020 - Charge for Services	5,500.00	320.00	4,640.00	860.00	84.36
4515 - Non-Res Library User Fees	1,500.00	80.00	1,480.00	20.00	98.67
4560 - Milford Library Fees	4,000.00	240.00	3,160.00	840.00	79.00
035 - Miscellaneous Revenue	3,100.00	244.30	1,550.66	1,549.34	50.02
4110 - Library Fines & Fees	1,600.00	160.80	922.58	677.42	57.66
4740 - Library Copier Sales	1,500.00	83.50	628.08	871.92	41.87
06 - Airport					
015 - Public Service Taxes	3,900.00	0.00	111.87	3,788.13	2.87
4060 - Airplane Excise Tax	3,900.00	0.00	111.87	3,788.13	2.87
020 - Charge for Services	147,880.00	1,464.55	33,375.51	114,504.49	22.57
4500 - Airport Sales	47,380.00	1,464.55	8,160.40	39,219.60	17.22
4510 - Hangar Rentals	100,500.00	0.00	25,215.11	75,284.89	25.09
035 - Miscellaneous Revenue	0.00	0.00	174,770.00	-174,770.00	----
4795 - Dept. of Conservation Forestry	0.00	0.00	174,770.00	-174,770.00	----
045 - Capital Reserve Transfers In	120,000.00	0.00	0.00	120,000.00	0.00

All Departments Revenue Summary

Department(s): 01 - 60
December to December

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
06 - Airport CONT'D					
4850 - Airport Hanger Reserve Transfe	120,000.00	0.00	0.00	120,000.00	0.00
060 - Intergovernmental and Grants	0.00	387,549.66	387,549.66	-387,549.66	----
4445 - Runway Improvement Grants	0.00	387,549.66	387,549.66	-387,549.66	----
09 - Reserve Funds	0.00	105,501.76	443,687.93	-443,687.93	----
030 - Investment Income	0.00	0.00	95.05	-95.05	----
4611 - Economic Development	0.00	0.00	71.25	-71.25	----
4612 - Skateboard Park	0.00	0.00	23.80	-23.80	----
035 - Miscellaneous Revenue	0.00	2,349.76	33,394.88	-33,394.88	----
4774 - Rental Income	0.00	0.00	3,000.00	-3,000.00	----
4776 - Cell Tower Rental	0.00	909.76	5,422.88	-5,422.88	----
4777 - Riverfest	0.00	0.00	16,650.00	-16,650.00	----
4779 - Forfeitures	0.00	1,440.00	2,430.00	-2,430.00	----
4784 - Evidence Room	0.00	0.00	5,892.00	-5,892.00	----
045 - Transfers in from Capital Rese	0.00	0.00	307,046.00	-307,046.00	----
4927 - Projects Transfer	0.00	0.00	307,046.00	-307,046.00	----
060 - Intergovernmental and Grants	0.00	103,152.00	103,152.00	-103,152.00	----
4300 - Highway Block Grant	0.00	103,152.00	103,152.00	-103,152.00	----
50 - Library Trust	0.00	367.29	7,447.11	-7,447.11	----
035 - Miscellaneous Revenue	0.00	367.29	7,447.11	-7,447.11	----
4741 - Library Grants	0.00	307.29	4,559.26	-4,559.26	----
4742 - Memorial Books	0.00	60.00	2,887.85	-2,887.85	----
Final Totals	22,941,989.89	840,129.71	15,211,794.34	7,730,195.55	66.31

All Departments Expense Summary

Department(s): 01 - 60
December to December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
01 - General Government	6,501,241.89	617,076.28	3,960,081.82	2,541,160.07	60.91
100 - Central Services Operations	2,264,476.00	420,293.92	1,614,621.22	649,854.78	71.30
10 - Wages	330,217.00	33,953.31	145,145.81	185,071.19	43.95
15 - Taxes and Benefits	375,657.00	195,433.03	273,726.28	101,930.72	72.87
20 - Travel and Training	4,000.00	1,317.15	3,474.85	525.15	86.87
25 - Professional Fees and Services	58,811.00	5,462.45	35,180.85	23,630.15	59.82
30 - Supplies	42,459.00	1,493.14	10,786.97	31,672.03	25.41
35 - Insurances	108,862.00	0.00	103,270.00	5,592.00	94.86
40 - Repairs and Maintenance	537.00	0.00	0.00	537.00	0.00
45 - Utilities	6,449.00	487.33	3,417.82	3,031.18	53.00
50 - Advertising and Outreach	18,997.00	6,205.03	11,366.63	7,630.37	59.83
55 - Dues and Subscriptions	1,075.00	60.00	762.00	313.00	70.88
60 - Lease and Capital Equipment	7,000.00	0.00	568.99	6,431.01	8.13
65 - Intergovernmental and Grants	0.00	20,060.75	20,060.75	-20,060.75	---
70 - Debt and Interest	1,310,412.00	155,821.73	1,006,860.27	303,551.73	76.84
110 - City Clerk	167,916.00	13,679.15	65,361.83	102,554.17	38.93
10 - Wages	86,776.00	9,574.10	40,584.59	46,191.41	46.77
15 - Taxes and Benefits	46,496.00	3,816.32	17,335.03	29,160.97	37.28
20 - Travel and Training	5,750.00	0.00	376.88	5,373.12	6.55
25 - Professional Fees and Services	11,534.00	17.67	4,014.48	7,519.52	34.81
30 - Supplies	3,558.00	97.48	192.53	3,365.47	5.41
45 - Utilities	1,290.00	101.58	1,103.32	186.68	85.53
50 - Advertising and Outreach	9,669.00	42.00	1,695.00	7,974.00	17.53
55 - Dues and Subscriptions	543.00	30.00	60.00	483.00	11.05
60 - Lease and Capital Equipment	2,300.00	0.00	0.00	2,300.00	0.00
115 - Elections & Registrations	23,036.00	202.78	9,405.78	13,630.22	40.83
10 - Wages	9,141.00	0.00	3,115.59	6,025.41	34.08
15 - Taxes and Benefits	615.00	0.00	113.82	501.18	18.51
25 - Professional Fees and Services	7,077.00	202.78	5,781.05	1,295.95	81.69
30 - Supplies	1,000.00	0.00	313.32	686.68	31.33
40 - Repairs and Maintenance	2,650.00	0.00	0.00	2,650.00	0.00
50 - Advertising and Outreach	2,553.00	0.00	82.00	2,471.00	3.21
120 - City Manger	3,178,266.89	124,153.52	1,952,566.91	1,225,699.98	61.43
10 - Wages	303,993.00	31,549.12	138,305.89	165,687.11	45.50
15 - Taxes and Benefits	107,119.00	9,925.48	42,326.52	64,792.48	39.51
20 - Travel and Training	7,600.00	-979.10	916.99	6,683.01	12.07
25 - Professional Fees and Services	415,300.00	22,036.78	155,977.09	259,322.91	37.56
30 - Supplies	29,647.61	652.58	5,540.93	24,106.68	18.69
45 - Utilities	2,365.00	147.85	1,412.42	952.58	59.72
50 - Advertising and Outreach	6,322.00	0.00	1,680.00	4,642.00	26.57
55 - Dues and Subscriptions	12,000.00	0.00	1,249.06	10,750.94	10.41
60 - Lease and Capital Equipment	1,691,370.28	60,820.81	1,356,707.36	334,662.92	80.21
65 - Intergovernmental and Grants	602,550.00	0.00	248,450.65	354,099.35	41.23
125 - Economic Development	341,958.00	13,436.30	70,426.65	271,531.35	20.60
10 - Wages	97,343.00	10,720.80	47,282.47	50,060.53	48.57
15 - Taxes and Benefits	19,319.00	1,761.84	7,572.09	11,746.91	39.20
20 - Travel and Training	5,751.00	-219.09	970.40	4,780.60	16.87
25 - Professional Fees and Services	127,320.00	292.47	2,368.63	124,951.37	1.86
30 - Supplies	5,945.00	354.00	844.91	5,100.09	14.21
40 - Repairs and Maintenance	5,000.00	0.00	558.56	4,441.44	11.17
45 - Utilities	2,500.00	295.70	1,970.31	529.69	78.81
50 - Advertising and Outreach	44,050.00	0.00	7,496.55	36,553.45	17.02
55 - Dues and Subscriptions	3,230.00	230.58	1,362.73	1,867.27	42.19
60 - Lease and Capital Equipment	16,500.00	0.00	0.00	16,500.00	0.00

All Departments Expense Summary

Department(s): 01 - 60
December to December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
01 - General Government CONT'D					
65 - Intergovernmental and Grants	15,000.00	0.00	0.00	15,000.00	0.00
130 - Code Enforcement	128,635.00	12,366.08	53,099.09	75,535.91	41.28
10 - Wages	79,142.00	9,086.40	38,145.84	40,996.16	48.20
15 - Taxes and Benefits	24,150.00	2,588.46	10,870.85	13,279.15	45.01
20 - Travel and Training	4,784.00	364.37	2,193.73	2,590.27	45.86
25 - Professional Fees and Services	18,142.00	75.27	635.40	17,506.60	3.50
30 - Supplies	537.00	0.00	0.00	537.00	0.00
45 - Utilities	1,182.00	101.58	1,103.27	78.73	93.34
50 - Advertising and Outreach	376.00	0.00	0.00	376.00	0.00
55 - Dues and Subscriptions	322.00	150.00	150.00	172.00	46.58
140 - Assessor	193,529.00	15,228.98	84,656.47	108,872.53	43.74
10 - Wages	115,964.00	11,340.00	47,274.61	68,689.39	40.77
15 - Taxes and Benefits	35,404.00	3,696.09	12,952.30	22,451.70	36.58
20 - Travel and Training	6,450.00	-805.00	1,375.82	5,074.18	21.33
25 - Professional Fees and Services	28,533.00	327.54	18,323.80	10,209.20	64.22
30 - Supplies	1,484.00	108.78	1,047.71	436.29	70.60
40 - Repairs and Maintenance	644.00	0.00	0.00	644.00	0.00
45 - Utilities	1,612.00	101.57	1,393.24	218.76	86.43
50 - Advertising and Outreach	537.00	0.00	0.00	537.00	0.00
55 - Dues and Subscriptions	901.00	460.00	505.00	396.00	56.05
60 - Lease and Capital Equipment	2,000.00	0.00	1,783.99	216.01	89.20
330 - Municipal Buildings Operations	203,425.00	17,715.55	109,943.87	93,481.13	54.05
25 - Professional Fees and Services	67,556.00	2,951.48	53,001.14	14,554.86	78.46
30 - Supplies	9,243.00	496.88	4,489.61	4,753.39	48.57
40 - Repairs and Maintenance	78,141.00	11,145.95	37,101.71	41,039.29	47.48
45 - Utilities	48,485.00	3,121.24	15,351.41	33,133.59	31.66
02 - Public Safety	6,030,098.00	573,330.18	2,814,612.77	3,215,485.23	46.68
200 - Police Operations	2,536,700.00	241,735.39	1,189,062.62	1,347,637.38	46.87
10 - Wages	1,631,406.00	177,739.82	786,075.00	845,331.00	48.18
15 - Taxes and Benefits	571,897.00	53,901.35	232,664.35	339,232.65	40.68
20 - Travel and Training	41,381.00	-673.96	16,794.53	24,586.47	40.59
25 - Professional Fees and Services	59,898.00	407.13	19,101.24	40,796.76	31.89
30 - Supplies	60,193.00	1,989.74	25,843.99	34,349.01	42.94
40 - Repairs and Maintenance	90,459.00	3,442.60	50,418.38	40,040.62	55.74
45 - Utilities	33,153.00	4,698.71	17,696.72	15,456.28	53.38
50 - Advertising and Outreach	3,000.00	50.00	2,010.00	990.00	67.00
55 - Dues and Subscriptions	2,687.00	180.00	955.00	1,732.00	35.54
60 - Lease and Capital Equipment	42,626.00	0.00	37,503.41	5,122.59	87.98
210 - Fire Operations	1,882,894.00	158,158.14	837,299.22	1,045,594.78	44.47
10 - Wages	987,014.00	113,839.80	518,679.97	468,334.03	52.55
15 - Taxes and Benefits	314,611.00	32,352.48	146,634.86	167,976.14	46.61
20 - Travel and Training	19,350.00	913.43	6,205.23	13,144.77	32.07
25 - Professional Fees and Services	22,730.00	765.29	3,680.18	19,049.82	16.19
30 - Supplies	53,954.00	1,552.99	18,616.34	35,337.66	34.50
40 - Repairs and Maintenance	59,355.00	4,263.29	35,144.75	24,210.25	59.21
45 - Utilities	26,871.00	4,370.86	14,913.95	11,957.05	55.50
50 - Advertising and Outreach	3,187.00	0.00	120.00	3,067.00	3.77
55 - Dues and Subscriptions	4,299.00	100.00	577.50	3,721.50	13.43
60 - Lease and Capital Equipment	391,523.00	0.00	92,726.44	298,796.56	23.68
220 - Ambulance Operations	1,506,217.00	165,676.77	751,420.90	754,796.10	49.89
10 - Wages	987,014.00	118,900.70	530,179.40	456,834.60	53.72
15 - Taxes and Benefits	314,611.00	33,248.88	141,126.55	173,484.45	44.86
20 - Travel and Training	48,320.00	300.74	2,726.23	45,593.77	5.64

All Departments Expense Summary

Department(s): 01 - 60
December to December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
02 - Public Safety CONT'D					
25 - Professional Fees and Services	15,823.00	1,260.17	9,756.60	6,066.40	61.66
30 - Supplies	53,418.00	5,742.82	31,945.27	21,472.73	59.80
40 - Repairs and Maintenance	41,721.00	1,852.62	18,313.22	23,407.78	43.89
45 - Utilities	25,796.00	4,370.84	14,150.13	11,645.87	54.85
55 - Dues and Subscriptions	1,827.00	0.00	727.50	1,099.50	39.82
60 - Lease and Capital Equipment	17,687.00	-21,000.00	-18,504.00	36,191.00	-104.62
65 - Intergovernmental and Grants	0.00	21,000.00	21,000.00	-21,000.00	----
300 - Public Works Operations	104,287.00	7,759.88	36,830.03	67,456.97	35.32
40 - Repairs and Maintenance	15,650.00	500.00	1,435.97	14,214.03	9.18
60 - Lease and Capital Equipment	88,637.00	7,259.88	35,394.06	53,242.94	39.93
03 - Public Works	2,300,710.00	163,869.58	868,461.36	1,432,248.64	37.75
300 - Public Works Operations	2,300,710.00	163,869.58	868,461.36	1,432,248.64	37.75
10 - Wages	858,074.00	98,200.76	395,746.34	462,327.66	46.12
15 - Taxes and Benefits	374,094.00	37,450.89	159,999.21	214,094.79	42.77
20 - Travel and Training	2,878.00	0.00	0.00	2,878.00	0.00
25 - Professional Fees and Services	104,221.00	10,949.75	51,938.09	52,282.91	49.83
30 - Supplies	300,228.00	89.20	67,927.18	232,300.82	22.63
40 - Repairs and Maintenance	617,610.00	14,792.11	182,083.15	435,526.85	29.48
45 - Utilities	29,366.00	2,386.87	9,939.57	19,426.43	33.85
60 - Lease and Capital Equipment	14,239.00	0.00	827.82	13,411.18	5.81
04 - Sanitation	631,126.00	46,801.08	244,411.30	386,714.70	38.73
120 - City Manager	631,126.00	46,801.08	244,411.30	386,714.70	38.73
25 - Professional Fees and Services	631,126.00	46,801.08	244,411.30	386,714.70	38.73
05 - Culture and Recreation	861,327.00	55,709.97	323,121.44	538,205.56	37.51
310 - Park Maintenance Operations	405,852.00	9,476.85	110,031.83	295,820.17	27.11
10 - Wages	95,400.00	2,122.83	20,883.72	74,516.28	21.89
15 - Taxes and Benefits	7,298.00	162.39	1,597.64	5,700.36	21.89
25 - Professional Fees and Services	173,458.00	250.00	47,803.16	125,654.84	27.56
30 - Supplies	93,193.00	6,734.42	32,605.35	60,587.65	34.99
40 - Repairs and Maintenance	7,355.00	65.98	3,187.01	4,167.99	43.33
45 - Utilities	14,946.00	141.23	3,954.95	10,991.05	26.46
50 - Advertising and Outreach	2,650.00	0.00	0.00	2,650.00	0.00
60 - Lease and Capital Equipment	11,552.00	0.00	0.00	11,552.00	0.00
400 - Library Operations	455,475.00	46,233.12	213,089.61	242,385.39	46.78
10 - Wages	307,139.00	32,499.67	145,388.93	161,750.07	47.34
15 - Taxes and Benefits	51,774.00	5,328.67	22,670.98	29,103.02	43.79
20 - Travel and Training	4,300.00	0.00	987.99	3,312.01	22.98
25 - Professional Fees and Services	11,930.00	2,221.78	6,221.78	5,708.22	52.15
30 - Supplies	48,292.00	801.98	21,468.09	26,823.91	44.45
40 - Repairs and Maintenance	1,300.00	0.00	212.00	1,088.00	16.31
45 - Utilities	30,203.00	5,281.02	15,847.84	14,355.16	52.47
55 - Dues and Subscriptions	537.00	100.00	292.00	245.00	54.38
06 - Airport	469,292.00	418,691.46	721,216.19	-251,924.19	153.68
150 - Airport Operations	469,292.00	418,691.46	721,216.19	-251,924.19	153.68
10 - Wages	140,413.00	12,583.20	64,506.45	75,906.55	45.94
15 - Taxes and Benefits	12,158.00	2,849.70	12,774.51	-616.51	105.07
20 - Travel and Training	2,000.00	0.00	0.00	2,000.00	0.00
25 - Professional Fees and Services	67,290.00	11,253.23	32,696.20	34,593.80	48.59
30 - Supplies	11,136.00	306.63	2,317.44	8,818.56	20.81
35 - Insurances	6,000.00	0.00	4,025.00	1,975.00	67.08
40 - Repairs and Maintenance	81,650.00	508.34	29,259.14	52,390.86	35.83
45 - Utilities	24,645.00	2,403.71	7,647.03	16,997.97	31.03

All Departments Expense Summary

Department(s): 01 - 60
December to December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
06 - Airport CONT'D					
50 - Advertising and Outreach	3,000.00	0.00	237.50	2,762.50	7.92
55 - Dues and Subscriptions	1,000.00	0.00	0.00	1,000.00	0.00
60 - Lease and Capital Equipment	120,000.00	1,236.99	180,203.26	-60,203.26	150.17
65 - Intergovernmental and Grants	0.00	387,549.66	387,549.66	-387,549.66	----
07 - Education	5,262,440.00	0.00	2,366,011.40	2,896,428.60	44.96
120 - City Manager	5,262,440.00	0.00	2,366,011.40	2,896,428.60	44.96
65 - Intergovernmental and Grants	5,262,440.00	0.00	2,366,011.40	2,896,428.60	44.96
08 - County Tax	885,755.00	0.00	885,755.00	0.00	100.00
120 - City Manager	885,755.00	0.00	885,755.00	0.00	100.00
65 - Intergovernmental and Grants	885,755.00	0.00	885,755.00	0.00	100.00
09 - Reserve Funds	0.00	293,237.03	701,448.19	-701,448.19	----
515 - Old Town Development LLC	0.00	577.91	3,046.85	-3,046.85	----
30 - Supplies	0.00	577.91	3,046.85	-3,046.85	----
517 - Projects Reserve	0.00	289,366.43	542,352.14	-542,352.14	----
30 - Supplies	0.00	289,366.43	542,352.14	-542,352.14	----
520 - Airport Hangar Reserve	0.00	0.00	58,350.63	-58,350.63	----
25 - Professional Fees and Services	0.00	0.00	58,350.63	-58,350.63	----
527 - Heavy Equipment Reserve	0.00	0.00	57,000.00	-57,000.00	----
65 - Intergovernmental and Grants	0.00	0.00	57,000.00	-57,000.00	----
530 - Community Festival	0.00	2,749.29	38,107.44	-38,107.44	----
30 - Supplies	0.00	2,749.29	38,107.44	-38,107.44	----
540 - Forfeitures - D.A.R.E	0.00	543.40	2,372.85	-2,372.85	----
30 - Supplies	0.00	543.40	2,372.85	-2,372.85	----
546 - Smoke and CO Detectors	0.00	0.00	218.28	-218.28	----
30 - Supplies	0.00	0.00	218.28	-218.28	----
50 - Library Trust	0.00	2,792.67	9,844.20	-9,844.20	----
550 - Library Grants	0.00	0.00	2,011.52	-2,011.52	----
30 - Supplies	0.00	0.00	2,011.52	-2,011.52	----
551 - Memorial Books	0.00	447.08	1,148.90	-1,148.90	----
30 - Supplies	0.00	447.08	1,148.90	-1,148.90	----
553 - O.T. Pub Lib Endowment Fund	0.00	2,345.59	3,323.59	-3,323.59	----
30 - Supplies	0.00	2,345.59	3,323.59	-3,323.59	----
554 - Library Trust 1	0.00	0.00	3,360.19	-3,360.19	----
30 - Supplies	0.00	0.00	3,360.19	-3,360.19	----
60 - Cemetery Trust	0.00	0.00	56,670.00	-56,670.00	----
590 - Cemetery Trust	0.00	0.00	56,670.00	-56,670.00	----
30 - Supplies	0.00	0.00	56,670.00	-56,670.00	----
Final Totals	22,941,989.89	2,171,508.25	12,951,633.67	9,990,356.22	56.45

All Departments Revenue Summary

Department(s): 80 - 80
December to December

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
80 - Proprietary Funds	3,065,779.94	1,481.70	409,774.53	2,656,005.41	13.37
020 - Charge for Services	1,634,011.00	-300.24	400,245.45	1,233,765.55	24.49
4570 - Old Town User Fees	1,496,582.00	0.00	376,691.79	1,119,890.21	25.17
4571 - Milford User Fees	137,429.00	0.00	30,242.32	107,186.68	22.01
4572 - User Fee Abatements	0.00	-300.24	-6,688.66	6,688.66	----
030 - Investment Income	5,000.00	1,369.54	5,709.76	-709.76	114.20
4610 - Investment Income	5,000.00	1,369.54	5,709.76	-709.76	114.20
035 - Miscellaneous Revenue	15,900.00	412.40	3,819.32	12,080.68	24.02
4205 - Permits	100.00	0.00	0.00	100.00	0.00
4601 - Interest on User Fees	6,000.00	250.92	2,499.56	3,500.44	41.66
4735 - Lien Fees	7,000.00	161.48	761.94	6,238.06	10.88
4775 - Miscellaneous Revenues	2,800.00	0.00	557.82	2,242.18	19.92
045 - Capital Reserve Transfers In	1,410,868.94	0.00	0.00	1,410,868.94	0.00
4849 - Carryforward Reserve	1,171,601.94	0.00	0.00	1,171,601.94	0.00
4927 - Debt Redemption Reserve	239,267.00	0.00	0.00	239,267.00	0.00
Final Totals	3,065,779.94	1,481.70	409,774.53	2,656,005.41	13.37

All Departments Expense Summary

Department(s): 80 - 80
December to December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
80 - Proprietary Funds	3,065,779.94	131,998.00	891,578.87	2,174,201.07	29.08
800 - Administration	2,610,959.94	102,374.59	718,546.80	1,892,413.14	27.52
10 - Wages	462,255.00	51,534.15	216,668.21	245,586.79	46.87
15 - Taxes and Benefits	157,615.00	22,313.88	69,930.85	87,684.15	44.37
20 - Travel and Training	4,240.00	-421.00	679.00	3,561.00	16.01
25 - Professional Fees and Services	114,346.00	45.84	67,305.64	47,040.36	58.86
30 - Supplies	7,482.00	249.32	2,068.47	5,413.53	27.65
35 - Insurances	28,832.00	0.00	25,944.00	2,888.00	89.98
40 - Repairs and Maintenance	22,100.00	1,778.86	8,257.85	13,842.15	37.37
50 - Advertising and Outreach	7,000.00	0.00	693.36	6,306.64	9.91
55 - Dues and Subscriptions	7,420.00	0.00	1,567.00	5,853.00	21.12
60 - Lease and Capital Equipment	1,432,317.94	7,551.21	49,911.80	1,382,406.14	3.48
70 - Debt and Interest	367,352.00	19,322.33	275,520.62	91,831.38	75.00
802 - Maintenance	136,970.00	7,493.39	55,563.25	81,406.75	40.57
25 - Professional Fees and Services	30,000.00	1,702.00	30,220.40	-220.40	100.73
30 - Supplies	31,000.00	671.70	4,069.19	26,930.81	13.13
40 - Repairs and Maintenance	27,500.00	337.52	4,658.80	22,841.20	16.94
45 - Utilities	38,470.00	4,782.17	16,614.86	21,855.14	43.19
60 - Lease and Capital Equipment	10,000.00	0.00	0.00	10,000.00	0.00
804 - Wastewater Treatment Facility	223,100.00	18,464.47	90,426.24	132,673.76	40.53
25 - Professional Fees and Services	20,000.00	2,376.00	14,075.19	5,924.81	70.38
30 - Supplies	29,700.00	306.58	7,213.66	22,486.34	24.29
40 - Repairs and Maintenance	22,500.00	521.45	22,579.01	-79.01	100.35
45 - Utilities	100,900.00	15,260.44	46,558.38	54,341.62	46.14
60 - Lease and Capital Equipment	50,000.00	0.00	0.00	50,000.00	0.00
806 - Sludge Disposal	94,750.00	3,665.55	27,042.58	67,707.42	28.54
25 - Professional Fees and Services	87,500.00	3,099.30	25,572.53	61,927.47	29.23
40 - Repairs and Maintenance	1,500.00	289.70	753.30	746.70	50.22
45 - Utilities	5,750.00	276.55	716.75	5,033.25	12.47
Final Totals	3,065,779.94	131,998.00	891,578.87	2,174,201.07	29.08

**City of Old Town
Balance Sheet
December 31, 2022**

Assets		Liabilities	
Operating Cash		AP and Accr Exp	
1000-00 Cash	2,792,198	2000-00 Accounts Payable	(155)
1003-00 Petty Cash	<u>2,370</u>	2003-00 Accrued AP	<u>3,329</u>
	2,794,568		3,174
Investments		Accrued Int.	
1011-00 Insured Cash Sweep	5,876,771		0
1013-00 Investment #2	2,026,396	Due to Others	
1014-00 Investment #2	<u>121,278</u>	2010-00 ME St. Retirement	112,006
	8,024,444	2020-00 ICMA Retirement	7,705
Other Cash		2040-00 MME/Travelers	9,574
1015-00 Cash-Airport CC & Rapid Ren	44,742	2090-00 Colonial Life Insurance	4,775
1016-00 Cash-ACH Payments	3,642	2120-00 Clearing Account	(5,801)
1017-00 Cash-HRA	5,869	2200-00 Due Bat Bus-Bus Pass	219
1019-00 Cash-Medical Payments	118,922	2205-00 Due State-Vehicle Sales Tax	9,952
1021-00 Katahdin Trust	283,985	2210-00 Airport Sales Tax	110
1025-00 Camden National Bank	807,328	2215-00 Due State-MOSES Sales Tax	2,893
1020-00 Andrscoggin Bank-Lease	1,139,392	2220-00 Due State-Registration Fees	4,175
1026-00 Andrscoggin Bank	<u>804,760</u>	2225-00 Due State-MOSES Fees	5,831
	3,208,640	2230-00 Due State-Vitals	519
Taxes Receivable		2235-00 Due State-Dog Licenses	433
1100-22 2022 Taxes Receivable	0	2240-00 Due State-Plumbing Permits	12,577
1100-23 2023 Taxes Receivable	<u>4,559,442</u>	2245-00 Due DEP-Plumbing Permits	1,446
	4,559,442	2250-00 Due State-Argyle Excise	5,778
Pers. Prop. Rec			<u>0</u>
1105-18 2018 Personal Prop Taxes Rec	0		172,194
1105-19 2019 Personal Prop Taxes Rec	87	Deferred Rev.	
1105-20 2020 Personal Prop Taxes Rec	88	2300-00 Deferred Revenue	249,930
1105-21 2021 Personal Prop Taxes Rec	83	Bonds Payable	
1105-22 2022 Personal Prop Taxes Rec	1,956	2510-00 Lease Payable	1,139,392
1105-23 2023 Personal Prop Taxes Rec	<u>189,868</u>	2520-00 Bonds Payable	<u>2,000,000</u>
	192,082		
Lien & TA Rec		Total Liabilities	
1120-20 2020 Lien Receivables	0		3,139,392
1120-21 2021 Lien Receivables	21,521	Reserves	
1120-22 2022 Lien Receivables	96,416	3000-00 TIF Financing Plan	538,690
1130-10 2010 Tax Acquired Property	3,036	3004-00 Housing Reserve	150,000
1130-11 2011 Tax Acquired Property	2,738	3005-00 Old Town Development LLC	176,434
1130-12 2012 Tax Acquired Property	2,552	3006-00 Economic Development Reserve	3,967
1130-13 2013 Tax Acquired Property	3,702	3007-00 Projects Reserve	3,196,872
1130-14 2014 Tax Acquired Property	3,834	3010-00 Tech Equip. Replacement Reserve	120,438
1130-15 2015 Tax Acquired Property	3,665	3015-00 Heavy Equip. Replacement Reserve	1,027,269
1130-16 2016 Tax Acquired Property	3,569	3020-00 Highway Block Grant Reserve	297,084
1130-17 2017 Tax Acquired Property	3,605	3030-00 City Facility & Infrastructure Reser	1,010,065
1130-18 2018 Tax Acquired Property	5,020	3033-00 Municipal Trash Reserve	792,912
1130-19 2019 Tax Acquired Property	16,519	3035-00 Airport Hangar Reserve	432,888
1130-20 2020 Tax Acquired Property	<u>18,097</u>	3036-00 American Rescue Plan Act Reserve	785,743
	184,274	3085-00 Clerk Book Restoration	420
Other AR			<u>8,532,783</u>
1150-00 Accts Rec.-Miscellaneous	99,182	Custodial Accounts	
1155-00 Allowance Uncoll-Accts Rec	(78,549)	3045-00 Garford Account	(21)
1160-00 Ambulance Rec-Med Reimb	105,047	3046-00 Smoke and CO Detectors	2,147
1200-00 Grant Receivable	<u>320,791</u>	3050-00 Police Evidence Room cash	50,857
	446,471	3051-00 Forfeitures	22,912
Inventory		3055-00 Community Festival	16,677
1300-00 Inventory-Gasoline	8,748	3056-00 Parade	9,976
1310-00 Inventory-Diesel	3,800	3057-00 Dog Park	5,250
1320-00 Inventory-Aviation Gasoline	36,600	3070-00 Skateboard Park	38,348
1330-00 Inventory-Jet Fuel	<u>9,489</u>	3071-00 Bike Coalition	1,250
	58,637		
Due from Others		Total Custodial Accounts	
1450-00 Note Rec.-UDAG	1,806		147,396
1455-00 Allowance Uncoll-Loans	(1,992)	Fund Balance	
1470-20 Due To/From Pollution	4,875	3400-00 Carry Forwards	332,025
		3500-00 Expense Control	10,056,870
1470-50 Due To/From Library Trust	(16,623)	3600-00 Revenue Control	(7,737,643)
1471-60 Due To/From Cemetery Trust	71,670	3800-00 Fund Balance	<u>4,639,422</u>
1570-00 Construction in Progress	<u>7,250</u>		
	66,985		
Total Assets		Total Fund Balance	
	<u><u>19,535,544</u></u>		7,290,675
Total Liabilities and Fund Balance		Total Liabilities and Fund Balance	
			<u><u>19,535,544</u></u>



P.O. Box 37
 Brewer, ME 04412
 Ph. (207)-852-2585
 smcdougall6@hotmail.com

PROPOSAL QUOTE

Old Town Airport Road
 Date: January 5, 2022
 Terms: Net 30 Days

ITEM NO.	DESCRIPTION	QUANT	UNIT	BID	TOTAL
1.0000	30' x 400' Road	1.00	LS	\$51,260.00	\$51,260.00
3.0000	2" Water Line	600.00	LF	\$15.00	\$9,000.00
4.0000	3" HMA Paving	176.00	TN	\$300.00	\$52,800.00

SUBTOTAL \$113,060.00
SALES TAX \$0.00
TOTAL \$113,060.00

Quotation Prepared By: _____
 Shawn McDougall - Owner

- NOTES:
- 1 Tree Clearing Included, leaving cut trees on Airport property
 - 2 Excess excavation to be disposed of on Airport property
 - 3 Includes 18" Type B gravel fine graded for pavement
 - 4 Loam, seed, and mulch as needed on shoulders
 - 5 Erosion Control Included
 - 6 Fabric for Roadway included
 - 7 Includes layout of new roadway
 - 8 Permits, testing, and ledge removal excluded

Proposal Acceptance

Company: _____
 By: _____
 Title: _____
 Date: _____



December 19, 2022
Old Town Municipal Airport
265 Mian Street
Old Town, ME 04468
Attn. Lance Farrar
Re: New Access Road

Lance,

Please find our proposal of \$135,230.00 based on the scope of work outlined below:

- Dig Safe and Mobilize to Site
- Provide Layout for Maine Earth's Work
- Erosion Control Including Silt Fence & Mulching
- Selective Clearing Within New Access Road
- Install 300 lf of 2" HDPE Waterline
- Remove Topsoil Where Required
- Excavate Two 12' Paved Lanes Each With 3' Gravel Shoulders
- Provide Structural Fabric on Subgrade
- Provide 18" of Type D Gravel and 3" of Type A Gravel in Roadway and Shoulders
- Fine Grade Roadway for Pavement
- 2" of 19mm Binder, 1.5" of 9.5mm Surface Pavement
- Loam, Seed, and Mulch
- Site Cleanup

Excluded Items:

- Permits
- Ledge or Boulder removal
- Unsuitable Soils
- Dewatering Other than Normal Sump and Pump
- Anything Not Specifically Outlined Above

Please contact me with at (207) 944-2151 with questions

Jason Cameron,

A handwritten signature in black ink, appearing to read "Jason Cameron".

Project Superintendent



December 16, 2022

Mr. Lance Farrar
City of Old Town

Subject: Old Town Airport Lot 5 Access Drive

Re: Sitework Scope and Cost Proposal -REV #1

Dear Mr. Farrar,

Sargent Corporation is pleased to provide the following cost proposal to construct a new access road at the Old Town Airport for the LOT 5 parcel. Our proposal is based on a sketch of the proposed road location and a description of the work provided by Shane McDougall by AVIEST Engineering dated Sept 7, 2022. Our proposal includes the following scope of work:

- Install erosion control measures as needed
- Excavate and haul off spoils for new 30' wide x 450' long access drive
- Connect new 2" PE water service to existing Airport Road water main
- Install new 2" PE water service (600 l.f.) along grass area adjacent to terminal building parking lot and extend under new access drive, provide end cap
- Place geotextile fabric on new access drive subgrade
- Install 18" of MDOT Type D roadway gravel and finegrade
- Install 3" of 12.5mm bituminous asphalt pavement
- Place topsoil, seed and mulch all disturbed areas
- Our proposal does not include any item which is not specifically listed above

Our proposal assumes that the work will commence no sooner than May 1, 2023 and shall be complete within 30 days of an agreed upon start date.

Sargent Corporation's budget price for all work as indicated above: \$198,748.00

Respectfully,

David Preble
Project Cost Estimator
207-827-4435
dpreble@sargent.us

Corporate Headquarters

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Fax: 207-827-6150
378 Hennoch Road
P O. Box 435
Stillwater, ME 04489

New Hampshire Operations

Telephone: 603-734-2132
Fax: 603-734-2197
361 Calef Highway
Epping, NH 03042

Mid-Atlantic Operations

Telephone: 804-368-7118
Fax: 804-368-7387
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